



Board of Commissioners  
Regular Meeting Agenda  
Thursday, February 20, 2025, 6:00 PM  
City Hall, Lakeland, Tennessee 38002

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- I. CALL TO ORDER BY MAYOR:
- II. INVOCATION:
- III. PLEDGE:
- IV. ROLL CALL BY RECORDER:
- V. PUBLIC HEARING:
- VI. TREASURER'S REPORT:
  1. Fiscal Year to Date January 31, 2025
- VII. REPORTS FROM COMMITTEES, MEMBERS OF THE BOARD OF COMMISSIONERS & OTHER OFFICERS:
  1. Sheriff's Report - January Lakeland Crime Report
  2. City Manager's Report
    - a. Communications Audit Review - *Ewing Marketing Partners, Susan Ewing*
      - b. BOC Priorities Mapping
      - c. 2025 Fireworks Event Update
  3. Municipal Court Semi-Annual Update - *Judge Koratsky*
  4. Commissioners' Reports
    - a. Community Advisory Board - *Vice-Mayor Dial*
    - b. Municipal Planning/Design Review Commission - *Commissioner Atkinson*
- VIII. PUBLIC COMMENTS:

IX. SEWERAGE COMMISSION BUSINESS:

X. CONSENT AGENDA:

XI. REGULAR AGENDA:

1. **Approval of previous meeting minutes** - February 6, 2025
2. **Ordinance - First Reading** - amending Title 3 of the Lakeland Municipal Code to add the offense of Failure to Appear.
3. **Ordinance - First Reading** - amending the official zoning map of the City of Lakeland, Tennessee, by rezoning the property located at 4853 Seed Tick Road, Parcel NO L0150 00182C from Agricultural (AG) to Neighborhood Office (NO). *Recommended by the Municipal Planning/Design Review Commission*
4. **Resolution** - approving an agreement with Moss Carpenter Construction Company, Inc. for the IH Park Restroom Project.
5. **Resolution** - authorizing a contract extension with Ladd's for athletic field maintenance services.
6. **Resolution** - accepting Lot 9 in the Lakeland Town Square development (formerly known as Lakeland Commons) and authorizing the City Manager and the City Attorney to execute necessary documents.
7. **Resolution** - approving the strategic goals of the Board of Commissioners of the City of Lakeland, Tennessee.
8. **Discussion and Possible Action** - regarding volunteer board appointment process. *Sponsored by Mayor Roman*

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT:

# TREASURER'S REPORT

**July 1, 2024 through  
January 31, 2025**



# JANUARY GENERAL FUND

| Fund Balance                  | Beginning Fund Balance | Jan Fund Balance  |
|-------------------------------|------------------------|-------------------|
| Non-Spendable                 | -                      | -                 |
| Committed                     | 350,572                | 559,407           |
| Assigned                      | 243,841                | 243,841           |
| Unassigned                    | 6,535,530              | 13,116,608        |
| <b>Total Fund Balance</b>     | <b>7,129,943</b>       | <b>13,919,856</b> |
| <b>Change in Fund Balance</b> | <b>-</b>               | <b>6,789,913</b>  |

## General Fund



Revenue:

\$12,969,351



Expenditures:

\$4,309,244



Other Financing Sources  
(Uses):

(\$1,870,194)



Change In Fund Balance:

\$6,789,913

## Highlights YTD

### Revenue YTD

- Property Tax Revenue: \$3,724,713 – 63% of Budget
- Local Tax Revenue: \$1,573,185– 37% of Budget
- Grant Revenue: \$620,969 -7% of Budget and IDB loan proceeds of \$5,683,010

### Expenditure YTD

- Expenditures at 36% of budget excluding capital projects
- Capital projects at \$715,540 which includes costs to replace the restrooms at I.H. Park, the pavilion at IH Park and design work for New Canada Rd and Community Center

### Transfer YTD

- Transferred \$1,870,194 which includes Lakeland School System for their allocation of property tax, State Street Fund and Debt Service Fund

### Change in Fund Balance YTD

- Increase of \$6,789,913

# JANUARY STATE STREET FUND

Beginning Fund Balance: \$1,344,462

Change in Fund Balance) : (\$908,569)

Ending Fund Balance: \$435,893

## State Street Aid Fund



Revenue:

\$229,042



Expenditures :

\$1,537,611



Change in Fund Balance:

(\$908,569)

## Highlights YTD

### Revenue

- Received \$225,712 in State Shared Revenue – 43% of budget

### Expenditures

- Spent \$1,084,000 for paving which was carried over from FY24
- Personnel expenses at \$109,819 - 32% of budget

### Transfers in

- \$400,000 from General Fund which is approximately 20% of budget

### Change in Fund Balance

- Decrease of \$908,569

# JANUARY STORM WATER FUND

|                         |           |
|-------------------------|-----------|
| Beginning Fund Balance: | \$562,392 |
| Change in Fund Balance: | \$4,155   |
| Ending Fund Balance:    | \$566,547 |

## Storm Water Fund



Revenue: \$109,015



Expenditures : \$104,860



Change in Fund Balance: \$4,155

## Highlights YTD

### Revenue

- Received \$107,200 in fees - 49% of budget

### Expenditures

- Personnel & Admin expenses at \$48,300 - 44% of budget
- Capital expenditures of \$56,600 – includes pipe lining at Sterling Place and Chambers Chapel drainage improvements

### Change in Fund Balance

- Increase of \$4,155

# JANUARY SOLID WASTE FUND

Beginning Fund Balance: (\$62,705)  
Change in Fund Balance: (\$124,025)  
Ending Fund Balance: (\$186,730)

## Solid Waste Fund



Revenue:

\$698,381



Expenditures :

\$822,406



Change in Fund Balance:

(\$124,025)

## Highlights YTD

### Revenue

- Received \$698,400 in collection fees - 50% of budget

### Expenditures

- Personnel & admin expenses at \$92,000- 52% of budget
- Contracted services at \$723,700 - 48% of budget

### Change in Fund Balance

- Decrease of \$124,025

# JANAURY SEWER FUND

Beginning Net Position: \$14,239,800

Change in Net Position: (\$106,068)

Ending Net Position: \$14,133,732

## Sewer Fund



Operating Revenue:  
\$1,584,619



Operating Expenses:  
\$1,480,096



Operating Income (Loss):  
\$104,523



Change in Net Position:  
(\$106,068)

## Highlights YTD

### Revenue

- Received \$1,584,600 in service and connection fees

### Expenses

- Personnel and administrative expenses at \$1,141,800 - 60% of spending plan
- Interest and agent fees at \$210,700
- Operating Income of \$104,523

**City of Lakeland, Tennessee**  
**Outstanding Debt as of January 31, 2025**

|                                               |                         |
|-----------------------------------------------|-------------------------|
| Beverle Rivera Roadway Extension              | \$ 1,134,817.00         |
| LSS High School Construction                  | \$ 43,849,375.00        |
| LSS Middle School Construction                | \$ 13,809,710.00        |
| LSS Settlement Liability                      | \$ 56,328.00            |
| <b>Total General Obligation debt</b>          | <b>\$ 58,850,230.00</b> |
|                                               |                         |
| Public Works Projects - Sewer Interceptor     | \$ 17,984,634.00        |
| Public Works Projects - Sewer Treatment Plant | \$ 1,404,000.00         |
| <b>Total Sewer Utility Debt</b>               | <b>\$ 19,388,634.00</b> |
|                                               |                         |
| <b>Total Debt</b>                             | <b>\$ 78,238,864.00</b> |

# JANUARY FINANCIAL STATEMENTS



**City of Lakeland**  
**BALANCE SHEET - ALL CITY GOVERNMENTAL FUNDS - UNAUDITED**  
**January 31, 2025**

|                                                                                | GOVERNMENTAL FUNDS - MODIFIED ACCRUAL |                         |                             |                     |                     | TOTAL<br>GOVERNMENTAL<br>FUNDS |
|--------------------------------------------------------------------------------|---------------------------------------|-------------------------|-----------------------------|---------------------|---------------------|--------------------------------|
|                                                                                | GENERAL<br>FUND                       | DEBT<br>SERVICE<br>FUND | STATE<br>STREET AID<br>FUND | STORM<br>WATER FUND | SOLID WASTE<br>FUND |                                |
| <b>ASSETS</b>                                                                  |                                       |                         |                             |                     |                     |                                |
| Cash and cash equivalents                                                      | \$ 13,179,554                         | \$ 90                   | \$ 333,434                  | \$ 346,309          | \$ 428,331          | \$ 14,287,718                  |
| Receivables                                                                    |                                       |                         |                             |                     |                     |                                |
| Property taxes, net of allowance                                               | 135,634                               | -                       | -                           | -                   | -                   | 135,634                        |
| Grants                                                                         | -                                     | -                       | -                           | -                   | -                   | -                              |
| Other                                                                          | 5,874,103                             | -                       | -                           | 30,000              | -                   | 5,904,103                      |
| Due from other governments                                                     | 151,404                               | -                       | -                           | -                   | (469,257)           | (317,853)                      |
| Due from other funds                                                           | (51,741)                              | -                       | 8,159                       | -                   | -                   | (43,582)                       |
| Prepaid items                                                                  | 1,400                                 | -                       | -                           | -                   | -                   | 1,400                          |
| Advances Receivable                                                            | 1,024,354                             | -                       | -                           | -                   | -                   | 1,024,354                      |
| Inventory                                                                      | 281                                   | -                       | -                           | -                   | -                   | 281                            |
| Restricted cash                                                                | -                                     | -                       | -                           | -                   | -                   | -                              |
| <b>Total assets</b>                                                            | <u>\$ 20,314,989</u>                  | <u>\$ 90</u>            | <u>\$ 341,593</u>           | <u>\$ 376,309</u>   | <u>\$ (40,926)</u>  | <u>\$ 20,992,055</u>           |
| <b>LIABILITIES</b>                                                             |                                       |                         |                             |                     |                     |                                |
| Accounts payable and accrued liabilities                                       | \$ 117,967                            | \$ -                    | \$ (94,300)                 | \$ (190,238)        | \$ (365)            | \$ (166,936)                   |
| Deposits                                                                       | 148,851                               | -                       | -                           | -                   | -                   | 148,851                        |
| Due to other funds                                                             | 16,281                                | -                       | -                           | -                   | 146,169             | 162,450                        |
| Unearned revenue                                                               | -                                     | -                       | -                           | -                   | -                   | -                              |
| <b>Total liabilities</b>                                                       | <u>283,099</u>                        | <u>-</u>                | <u>(94,300)</u>             | <u>(190,238)</u>    | <u>145,804</u>      | <u>144,365</u>                 |
| <b>DEFERRED INFLOWS OF<br/>RESOURCES</b>                                       |                                       |                         |                             |                     |                     |                                |
| Unavailable revenue                                                            |                                       |                         |                             |                     |                     |                                |
| Property taxes                                                                 | 5,954,185                             | -                       | -                           | -                   | -                   | 5,954,185                      |
| Grants                                                                         | 157,849                               | -                       | -                           | -                   | -                   | 157,849                        |
| Other                                                                          | -                                     | -                       | -                           | -                   | -                   | -                              |
| <b>Total deferred inflows of<br/>    resources</b>                             | <u>6,112,034</u>                      | <u>-</u>                | <u>-</u>                    | <u>-</u>            | <u>-</u>            | <u>6,112,034</u>               |
| <b>FUND BALANCES</b>                                                           |                                       |                         |                             |                     |                     |                                |
| Nonspendable                                                                   | -                                     | -                       | -                           | -                   | -                   | -                              |
| Restricted                                                                     | -                                     | -                       | -                           | 566,547             | (186,730)           | 379,817                        |
| Committed                                                                      | 559,407                               | 90                      | 435,893                     | -                   | -                   | 995,390                        |
| Assigned                                                                       | 243,841                               | -                       | -                           | -                   | -                   | 243,841                        |
| Unassigned                                                                     | 13,116,608                            | -                       | -                           | -                   | -                   | 13,116,608                     |
| <b>Total fund balances</b>                                                     | <u>13,919,856</u>                     | <u>90</u>               | <u>435,893</u>              | <u>566,547</u>      | <u>(186,730)</u>    | <u>14,735,656</u>              |
| <b>Total liabilities, deferred inflows of<br/>resources, and fund balances</b> | <u>\$ 20,314,989</u>                  | <u>\$ 90</u>            | <u>\$ 341,593</u>           | <u>\$ 376,309</u>   | <u>\$ (40,926)</u>  | <u>\$ 20,992,055</u>           |

**City of Lakeland**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES**  
**ALL CITY GOVERNMENTAL FUNDS - UNAUDITED - FOR THE FYTD PERIOD ENDED**  
**January 31, 2025**

|                                             | GOVERNMENTAL FUNDS - MODIFIED ACCRUAL |                         |                             |                     |                     | TOTAL<br>GOVERNMENTAL<br>FUNDS |
|---------------------------------------------|---------------------------------------|-------------------------|-----------------------------|---------------------|---------------------|--------------------------------|
|                                             | GENERAL<br>FUND                       | DEBT<br>SERVICE<br>FUND | STATE<br>STREET AID<br>FUND | STORM<br>WATER FUND | SOLID WASTE<br>FUND |                                |
| <b>REVENUES</b>                             |                                       |                         |                             |                     |                     |                                |
| Property taxes                              | \$ 3,724,713                          | \$ -                    | \$ -                        | \$ -                | \$ -                | \$ 3,724,713                   |
| Local taxes                                 | 1,573,185                             | -                       | -                           | -                   | -                   | 1,573,185                      |
| Intergovernmental                           | 914,851                               | -                       | 225,712                     | -                   | -                   | 1,140,563                      |
| Licenses and permits                        | 106,806                               | -                       | -                           | -                   | -                   | 106,806                        |
| Charges for services                        | 108,049                               | -                       | -                           | 109,015             | 698,381             | 915,445                        |
| Federal, state, and local grants            | 620,969                               | -                       | 3,330                       | -                   | -                   | 624,299                        |
| Interest income                             | 147,565                               | -                       | -                           | -                   | -                   | 147,565                        |
| Other                                       | 5,773,213                             | -                       | -                           | -                   | -                   | 5,773,213                      |
| <b>Total revenues</b>                       | <b>12,969,351</b>                     | <b>-</b>                | <b>229,042</b>              | <b>109,015</b>      | <b>698,381</b>      | <b>14,005,789</b>              |
| <b>EXPENDITURES</b>                         |                                       |                         |                             |                     |                     |                                |
| Current                                     |                                       |                         |                             |                     |                     |                                |
| General government                          | 1,596,561                             | -                       | -                           | -                   | -                   | 1,596,561                      |
| Community development                       | 635,453                               | -                       | -                           | -                   | -                   | 635,453                        |
| Public works                                | 566,096                               | -                       | 1,438,254                   | 48,242              | 815,630             | 2,868,222                      |
| Parks and recreation                        | 795,594                               | -                       | -                           | -                   | -                   | 795,594                        |
| Capital Outlay                              | 715,540                               | -                       | 99,357                      | 56,618              | 6,776               | 878,291                        |
| Debt Service                                |                                       |                         |                             |                     |                     |                                |
| Principal                                   | -                                     | 404,919                 | -                           | -                   | -                   | 404,919                        |
| Interest and fiscal charges                 | -                                     | 313,638                 | -                           | -                   | -                   | 313,638                        |
| <b>Total expenditures</b>                   | <b>4,309,244</b>                      | <b>718,557</b>          | <b>1,537,611</b>            | <b>104,860</b>      | <b>822,406</b>      | <b>7,492,678</b>               |
| <b>Excess of revenues over expenditures</b> | <b>8,660,107</b>                      | <b>(718,557)</b>        | <b>(1,308,569)</b>          | <b>4,155</b>        | <b>(124,025)</b>    | <b>6,513,111</b>               |
| <b>OTHER FINANCING SOURCES (USES)</b>       |                                       |                         |                             |                     |                     |                                |
| Issuance of debt                            | -                                     | -                       | -                           | -                   | -                   | -                              |
| Issuance of leases                          | -                                     | -                       | -                           | -                   | -                   | -                              |
| Transfers in                                | -                                     | 718,529                 | 400,000                     | -                   | -                   | 1,118,529                      |
| Transfers out                               | (1,870,194)                           | -                       | -                           | -                   | -                   | (1,870,194)                    |
| <b>Total other financing sources (uses)</b> | <b>(1,870,194)</b>                    | <b>718,529</b>          | <b>400,000</b>              | <b>-</b>            | <b>-</b>            | <b>(751,665)</b>               |
| <b>Net change in fund balances</b>          | <b>6,789,913</b>                      | <b>(28)</b>             | <b>(908,569)</b>            | <b>4,155</b>        | <b>(124,025)</b>    | <b>5,761,446</b>               |
| <b>Fund balances - beginning</b>            | <b>7,129,943</b>                      | <b>118</b>              | <b>1,344,462</b>            | <b>562,392</b>      | <b>(62,705)</b>     | <b>8,974,210</b>               |
| <b>Fund balances - ending</b>               | <b>\$ 13,919,856</b>                  | <b>\$ 90</b>            | <b>\$ 435,893</b>           | <b>\$ 566,547</b>   | <b>\$ (186,730)</b> | <b>\$ 14,735,656</b>           |

**City of Lakeland, TN**  
**SEWER FUND**  
**STATEMENT OF NET POSITION**  
January 31, 2025

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**ASSETS**

Current assets:

|                                      |                  |
|--------------------------------------|------------------|
| Cash and cash equivalents            | \$ 1,105,443     |
| Restricted cash and cash equivalents | -                |
| Receivables                          |                  |
| Accounts                             | -                |
| Interest                             | 1,721            |
| Due from other governments           | (61,372)         |
| Total current assets                 | <u>1,045,792</u> |

Capital assets:

|                                         |                   |
|-----------------------------------------|-------------------|
| Capital assets, not being depreciated   | 20,762,712        |
| Capital assets, being depreciated - net | <u>13,214,559</u> |
| Total capital assets                    | 33,977,271        |

Net pension asset

|              |                   |
|--------------|-------------------|
|              | -                 |
| Total assets | <u>35,023,063</u> |

**DEFERRED OUTFLOWS OF RESOURCES**

|                                       |        |
|---------------------------------------|--------|
| Deferred Outflows Related to Pensions | 29,711 |
|---------------------------------------|--------|

**LIABILITIES**

Current liabilities:

|                                       |                |
|---------------------------------------|----------------|
| Accounts payable and accrued expenses | 482,906        |
| Deposits                              | -              |
| Advances payable to General Fund      | 1,024,354      |
| Current portion of notes payable      | <u>688,000</u> |
| Total current liabilities             | 2,195,260      |

Noncurrent liabilities:

|                                       |                   |
|---------------------------------------|-------------------|
| Net pension liability                 | 20,643            |
| Notes payable, net of current portion | <u>18,700,634</u> |
| Total liabilities                     | 20,916,537        |

**DEFERRED INFLOWS OF RESOURCES**

|                                      |              |
|--------------------------------------|--------------|
| Deferred Inflows Related to Pensions | <u>2,505</u> |
|--------------------------------------|--------------|

**NET POSITION**

|                                  |                             |
|----------------------------------|-----------------------------|
| Net investment in capital assets | 13,564,283                  |
| Unrestricted                     | <u>569,449</u>              |
| Total net position               | <u><u>\$ 14,133,732</u></u> |

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# City of Lakeland, Tennessee

## SEWER FUND

### STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

#### January 31, 2025

|                                          | Prior YTD<br>01/31/24 | Current YTD<br>01/31/25 | Plan FY 2026         |
|------------------------------------------|-----------------------|-------------------------|----------------------|
| <b>Operating revenues:</b>               |                       |                         |                      |
| Sewer service fee                        | \$ 993,435            | \$ 1,439,819            | \$ 3,193,163         |
| Service connection fees                  | 128,250               | 144,800                 | 604,300              |
| Operating grants                         | -                     | -                       | 2,614,797            |
| <b>Total operating revenues</b>          | <u>1,121,685</u>      | <u>1,584,619</u>        | <u>6,412,260</u>     |
| <b>Operating expenses:</b>               |                       |                         |                      |
| Personnel expenses                       | (313,117)             | (407,938)               | (820,806)            |
| General and administrative               | (398,701)             | (733,825)               | (1,084,630)          |
| Depreciation                             | (297,500)             | (338,333)               | (580,000)            |
| <b>Total operating expenses</b>          | <u>(1,009,318)</u>    | <u>(1,480,096)</u>      | <u>(2,485,436)</u>   |
| <b>Operating Income (Loss)</b>           | 112,367               | 104,523                 | 3,926,824            |
| <b>Nonoperating revenues (expenses):</b> |                       |                         |                      |
| Interest income                          | 5,327                 | 123                     | 5,500                |
| Interest and agent fee expense           | (45,569)              | (210,714)               | (518,475)            |
| Loss on sale of capital assets           | -                     | -                       | -                    |
| <b>Total non-operating expenses</b>      | <u>(40,242)</u>       | <u>(210,591)</u>        | <u>(512,975)</u>     |
| <b>Change in net position</b>            | 72,125                | (106,068)               | 3,413,849            |
| Capital Contributions                    | -                     | -                       | -                    |
| <b>Net position - beginning of year</b>  | <u>13,913,609</u>     | <u>14,239,800</u>       | <u>14,239,800</u>    |
| <b>Net position - Jan-31</b>             | <u>\$ 13,985,734</u>  | <u>\$ 14,133,732</u>    | <u>\$ 17,653,649</u> |

**City of Lakeland, Tennessee**  
**SEWER FUND**  
**STATEMENT OF CASH FLOWS**  
January 31, 2025

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|                                                                  | <u>Current YTD</u><br><u>01/31/25</u> |
|------------------------------------------------------------------|---------------------------------------|
| <b>Cash flows from operating activities:</b>                     |                                       |
| Receipts from customers and users                                | \$ 2,075,224                          |
| Payments to suppliers/operating costs                            | (1,141,763)                           |
| <b>Net cash provided by operating activities</b>                 | <u>933,461</u>                        |
| <b>Cash flows from noncapital financing activities:</b>          |                                       |
| Transfer of grant funds to General Fund                          | -                                     |
| <b>Cash flows from capital and related financing activities:</b> |                                       |
| Grant proceeds                                                   | -                                     |
| Principal payments on capital debt                               | -                                     |
| Proceeds from debt issuance                                      | 12,941,932                            |
| Acquisition and construction of capital assets                   | (13,375,890)                          |
| Interest paid on capital debt                                    | (210,714)                             |
| <b>Net cash used by capital and related financing activities</b> | <u>(644,672)</u>                      |
| <b>Cash flows from investing activities:</b>                     |                                       |
| Interest income received                                         | <u>123</u>                            |
| Net increase (decrease) in cash and cash equivalents             | 288,912                               |
| Cash and cash equivalents - beginning of year                    | <u>816,531</u>                        |
| Cash and cash equivalents - Jan-31                               | <u><u>\$ 1,105,443</u></u>            |

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# City of Lakeland

## STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE GENERAL FUND January 31, 2025

|                                                                  | Prior YTD<br>01/31/24 | Current YTD<br>01/31/25 | Budget FY 2026      | % Earned/Used<br>Year-to-Date |
|------------------------------------------------------------------|-----------------------|-------------------------|---------------------|-------------------------------|
| <b>REVENUES</b>                                                  |                       |                         |                     |                               |
| Property Taxes                                                   | \$ 3,562,511          | \$ 3,724,713            | \$ 5,931,392        | 62.80%                        |
| Local Taxes                                                      | 1,306,149             | 1,573,185               | 4,240,739           | 37.10%                        |
| Intergovernmental                                                | 875,876               | 914,851                 | 2,366,757           | 38.65%                        |
| Licenses and permits                                             | 125,430               | 106,806                 | 378,448             | 28.22%                        |
| Charges for services                                             | 90,868                | 108,049                 | 302,399             | 35.73%                        |
| Federal, State, and Local Grants                                 | 270,153               | 620,969                 | 9,311,456           | 6.67%                         |
| Other                                                            | 409,421               | 5,920,778               | 6,220,000           | 95.19%                        |
| <b>Total Revenues</b>                                            | <u>6,640,408</u>      | <u>12,969,351</u>       | <u>28,751,191</u>   | <u>45.11%</u>                 |
| <b>EXPENDITURES</b>                                              |                       |                         |                     |                               |
| Current                                                          |                       |                         |                     |                               |
| General government                                               | (1,446,373)           | (1,596,561)             | (8,436,316)         | 18.92%                        |
| Community Development                                            | (525,399)             | (635,453)               | (3,373,229)         | 18.84%                        |
| Public Works                                                     | (388,834)             | (566,096)               | (1,129,782)         | 50.11%                        |
| Parks and Recreation                                             | (611,421)             | (795,594)               | (1,392,356)         | 57.14%                        |
| Capital Projects                                                 | (5,359,223)           | (715,540)               | (23,105,666)        | 3.10%                         |
| Debt Service                                                     |                       |                         |                     |                               |
| Principal                                                        | -                     | -                       | -                   | 0.00%                         |
| Interest                                                         | -                     | -                       | -                   | 0.00%                         |
| <b>Total Expenditures</b>                                        | <u>(8,331,250)</u>    | <u>(4,309,244)</u>      | <u>(37,437,349)</u> | <u>11.51%</u>                 |
| <b>Excess (deficiency) of revenues over (under) expenditures</b> | (1,690,842)           | 8,660,107               | (8,686,158)         |                               |
| <b>OTHER FINANCING SOURCES (USES)</b>                            |                       |                         |                     |                               |
| Issuance of Debt                                                 | -                     | -                       | 14,500,000          |                               |
| Issuance of Leases                                               | -                     | -                       | -                   |                               |
| Transfers in                                                     | -                     | -                       | -                   |                               |
| Transfers out                                                    | (608,799)             | (1,870,194)             | (6,766,616)         |                               |
| <b>Total Other Financing Sources</b>                             | <u>(608,799)</u>      | <u>(1,870,194)</u>      | <u>7,733,384</u>    |                               |
| <b>Net Change in Fund Balance</b>                                | <u>\$ (2,299,641)</u> | <u>\$ 6,789,913</u>     | <u>\$ (952,775)</u> |                               |
| <b>Allocation of Net Change in Fund Balance:</b>                 |                       |                         |                     |                               |
| Committed Fund Balance                                           |                       | (47,070)                |                     |                               |
| Restricted Fund Balance                                          |                       |                         |                     |                               |
| Assigned Fund Balance                                            |                       |                         |                     |                               |
| Nonspendable Fund Balance                                        |                       |                         |                     |                               |
| Unassigned Fund Balance                                          |                       | 6,836,983               |                     |                               |
| <b>Net Change in Fund Balance</b>                                |                       | <u>\$ 6,789,913</u>     |                     |                               |

**STORM WATER FUND**  
**STATEMENT OF REVENUES AND EXPENDITURES**  
January 31, 2025

|                                     | <b>Prior YTD<br/>01/31/24</b> | <b>Current YTD<br/>01/31/25</b> | <b>Budget FY<br/>2026</b> |
|-------------------------------------|-------------------------------|---------------------------------|---------------------------|
| <b>REVENUES:</b>                    |                               |                                 |                           |
| Storm Water Fees                    | \$ 106,557                    | \$ 107,195                      | \$ 220,018                |
| Other                               | -                             | 1,820                           | -                         |
| <b>Total revenues</b>               | <u>106,557</u>                | <u>109,015</u>                  | <u>220,018</u>            |
| <b>EXPENDITURES:</b>                |                               |                                 |                           |
| Personnel expenses                  | (28,308)                      | (36,540)                        | (66,577)                  |
| General and administrative          | (7,565)                       | (11,702)                        | (42,160)                  |
| Capital                             | (9,430)                       | (56,618)                        | (475,000)                 |
| <b>Total expenditures</b>           | <u>(45,303)</u>               | <u>(104,860)</u>                | <u>(583,737)</u>          |
| <b>OTHER FINANCING SOURCES/USES</b> |                               |                                 |                           |
| Transfers in from General Fund      | -                             | -                               | 53,000                    |
| <b>Net change in fund balance</b>   | <u>\$ 61,254</u>              | <u>\$ 4,155</u>                 | <u>\$ (310,719)</u>       |
| Fund balance - beginning of year    | <u>491,836</u>                | <u>562,392</u>                  | <u>562,392</u>            |
| Fund balance - Jan 31               | <u>\$ 553,090</u>             | <u>\$ 566,547</u>               | <u>\$ 251,673</u>         |

**City of Lakeland**  
**DEBT SERVICE FUND**  
**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE**  
**January 31, 2025**

---

|                                                              | <b>YTD</b> | <b>01/31/25</b>  | <b>Budget<br/>FY 2026</b> |
|--------------------------------------------------------------|------------|------------------|---------------------------|
| <b>Revenues:</b>                                             |            |                  |                           |
| Interest                                                     | \$         | -                | \$ -                      |
| <b>Total Revenues</b>                                        |            | -                | -                         |
| <b>Expenditures:</b>                                         |            |                  |                           |
| Principal                                                    |            | (404,919)        | (1,084,339)               |
| Interest                                                     |            | (312,840)        | (1,416,768)               |
| Dues and Fees                                                |            | (798)            | -                         |
| <b>Total Expenditures</b>                                    |            | <u>(718,557)</u> | <u>(2,501,107)</u>        |
| <b>Net excess (deficiency) of revenues over expenditures</b> |            | (718,557)        | (2,501,107)               |
| <b>Other Financing Sources (Uses):</b>                       |            |                  |                           |
| Transfers In                                                 |            | 718,529          | 3,140,717                 |
| Transfers Out                                                |            | -                | -                         |
| <b>Total Other Financing Sources (Uses)</b>                  |            | <u>718,529</u>   | <u>3,140,717</u>          |
| <b>Net Change in Fund Balance</b>                            | \$         | <u>(28)</u>      | \$ <u>639,610</u>         |

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**STATE STREET AID**  
**STATEMENT OF REVENUES AND EXPENSES**  
**January 31, 2025**

|                                                                  | <b>Prior YTD<br/>01/31/24</b> | <b>Current YTD<br/>01/31/25</b> | <b>Budget FY<br/>2026</b> |
|------------------------------------------------------------------|-------------------------------|---------------------------------|---------------------------|
| <b>REVENUES:</b>                                                 |                               |                                 |                           |
| State shared revenue                                             | \$ 207,441                    | \$ 225,712                      | \$ 524,673                |
| Grant Revenue                                                    | -                             | 3,330                           | 117,000                   |
| <b>Total revenues</b>                                            | <u>207,441</u>                | <u>229,042</u>                  | <u>641,673</u>            |
| <b>EXPENDITURES:</b>                                             |                               |                                 |                           |
| Personnel expenses                                               | (189,619)                     | (109,819)                       | (348,604)                 |
| Public works                                                     | (1,968,992)                   | (1,328,435)                     | (3,530,285)               |
| Capital projects                                                 | (34,529)                      | (99,357)                        | (174,000)                 |
| <b>Total expenditures</b>                                        | <u>(2,193,140)</u>            | <u>(1,537,611)</u>              | <u>(4,052,889)</u>        |
| <b>Net excess (deficiency) of revenues<br/>over expenditures</b> | (1,985,699)                   | (1,308,569)                     | (3,411,216)               |
| <b>OTHER FINANCING SOURCES (USES):</b>                           |                               |                                 |                           |
| Transfers in                                                     | -                             | 400,000                         | 2,218,513                 |
| <b>Total other financing sources (uses):</b>                     | <u>-</u>                      | <u>400,000</u>                  | <u>2,218,513</u>          |
| <b>Net change in fund balance</b>                                | <u>\$ (1,985,699)</u>         | <u>\$ (908,569)</u>             | <u>\$ (1,192,703)</u>     |
| Fund balance - beginning of year                                 | <u>2,115,555</u>              | <u>1,344,462</u>                | <u>1,344,462</u>          |
| Fund balance - Jan 31                                            | <u>\$ 129,856</u>             | <u>\$ 435,893</u>               | <u>\$ 151,759</u>         |

# SOLID WASTE FUND

## STATEMENT OF REVENUES AND EXPENDITURES

January 31, 2025

|                                                                  | Prior YTD<br>01/31/24 | Current YTD<br>01/31/25 | Budget FY<br>2026  |
|------------------------------------------------------------------|-----------------------|-------------------------|--------------------|
| <b>REVENUES:</b>                                                 |                       |                         |                    |
| Solid waste collection fees                                      | \$ 690,187            | \$ 698,381              | \$ 1,398,089       |
| Interest income                                                  | -                     | -                       | -                  |
| Grant revenues                                                   | -                     | -                       | -                  |
| Other                                                            | -                     | -                       | -                  |
| <b>Total revenues</b>                                            | <u>690,187</u>        | <u>698,381</u>          | <u>1,398,089</u>   |
| <b>EXPENDITURES:</b>                                             |                       |                         |                    |
| Personnel expenditures                                           | (46,057)              | (58,112)                | (68,910)           |
| General and administrative                                       | (56,830)              | (33,793)                | (106,900)          |
| Contracted services                                              | (931,288)             | (723,725)               | (1,495,000)        |
| Capital                                                          | -                     | (6,776)                 | (10,000)           |
| <b>Total expenditures</b>                                        | <u>(1,034,175)</u>    | <u>(822,406)</u>        | <u>(1,680,810)</u> |
| <b>Net excess (deficiency) of<br/>revenues over expenditures</b> | (343,988)             | (124,025)               | (282,721)          |
| <b>OTHER FINANCING SOURCES (USES):</b>                           |                       |                         |                    |
| Transfers in                                                     | -                     | -                       | 282,721            |
| <b>Net change in fund balance</b>                                | <u>\$ (343,988)</u>   | <u>\$ (124,025)</u>     | <u>\$ -</u>        |
| Fund balance - beginning of year                                 | <u>65,989</u>         | <u>(62,705)</u>         | <u>(62,705)</u>    |
| Fund balance - Jan 31                                            | <u>\$ (277,999)</u>   | <u>\$ (186,730)</u>     | <u>\$ (62,705)</u> |

# APPENDIX A – BUDGETARY TRANSFERS

---



| Account Number                | Description                    | Original Budget | Budget Carry Fwd | Budget Transfers | Revised Budget |
|-------------------------------|--------------------------------|-----------------|------------------|------------------|----------------|
| 110 E 41000 132 000 00000 000 | GOV - Bonus Pay                | 96,009.00       | 0                | 11,242.00        | 107,251.00     |
| 110 E 41000 212 000 00000 000 | GOV - Employee Engagement      | 4,500.00        | 0                | 6,997.05         | 11,497.05      |
| 110 E 41000 230 000 00000 000 | GOV - Publicity/Dues           | 15,000.00       | 0                | 16,104.26        | 31,104.26      |
| 110 E 41000 233 000 00000 000 | GOV - Subscriptions            | 1,800.00        | 0                | 165.6            | 1,965.60       |
| 110 E 41000 259 000 00000 000 | GOV - Other Professional Servi | 15,000.00       | 0                | 3,000.00         | 18,000.00      |
| 110 E 41000 280 000 00000 000 | GOV - Travel                   | 3,500.00        | 0                | 614.85           | 4,114.85       |
| 110 E 41000 290 000 00000 000 | GOV - Contracted Service       | 15,000.00       | 0                | 25,000.00        | 40,000.00      |
| 110 E 41000 300 000 00000 000 | GOV - Neighborhood Watch       | 10,000.00       | 0                | -4,020.55        | 5,979.45       |
| 110 E 41000 310 000 00000 000 | GOV - Office Supplies & Materi | 13,000.00       | 0                | 564.61           | 13,564.61      |
| 110 E 41000 320 000 00000 000 | GOV - Operating Supplies       | 2,500.00        | 0                | -728.77          | 1,771.23       |
| 110 E 41000 513 000 00000 000 | GOV - Liability                | 61,000.00       | 0                | -10,000.00       | 51,000.00      |
| 110 E 41000 932 000 00000 000 | GOV - Building Improvements    | 55,000.00       | 0                | -8,939.05        | 46,060.95      |
| 110 E 41000 951 000 00000 000 | GOV - Furn & Fixtures          | 9,000.00        | 0                | -900             | 8,100.00       |
| 110 E 41000 975 000 00000 000 | GOV - Lakeland City Hall       | 6,000,000.00    | 0                | -566,145.56      | 5,433,854.44   |
| 110 E 41210 318 000 00000 000 | CRT- Court Cost Fees           | 200             | 0                | 900              | 1,100.00       |
| 110 E 41500 111 000 00000 000 | FIN - Salary                   | 331,386.00      | 0                | -36,360.00       | 295,026.00     |
| 110 E 41500 290 000 00000 000 | FIN - Contracted Service       | 15,000.00       | 0                | 11,360.00        | 26,360.00      |
| 110 E 41670 148 000 00000 000 | ENG - Education/Training       | 4,000.00        | 0                | 5,000.00         | 9,000.00       |
| 110 E 41670 230 000 00000 000 | ENG - Publicity/Dues           | 1,000.00        | 0                | 300              | 1,300.00       |
| 110 E 41670 259 000 00000 000 | ENG - Other Professional Servi | 25,000.00       | 0                | -5,000.00        | 20,000.00      |
| 110 E 41670 261 000 00000 000 | Repairs & Maintenance Vehicles | 1,500.00        | 0                | 300              | 1,800.00       |
| 110 E 41670 299 000 00000 000 | ENG - Contingency              | 2,500.00        | 0                | -600             | 1,900.00       |
| 110 E 41670 310 000 00000 000 | ENG - Office Supplies          | 0               | 0                | 103.47           | 103.47         |
| 110 E 41670 341 000 00000 000 | ENG - Tools                    | 400             | 0                | -103.47          | 296.53         |
| 110 E 41672 261 000 00000 000 | INS - Repair & Maintenance Mot | 4,000.00        | 0                | 1,479.00         | 5,479.00       |
| 110 E 41672 280 000 00000 000 | INS - Travel                   | 1,900.00        | 0                | -1,000.00        | 900            |
| 110 E 41672 944 000 00000 000 | INS - Capital Outlay - Vehicle | 40,000.00       | 0                | -479             | 39,521.00      |
| 110 E 41700 254 000 00000 000 | PLN - Arch/Eng/Landscape Serv  | 50,000.00       | 0                | -1,475.00        | 48,525.00      |
| 110 E 41700 259 000 00000 000 | PLN - Other Professional Servi | 5,000.00        | 0                | 1,475.00         | 6,475.00       |
| 110 E 41700 280 000 00000 000 | PLN - Travel                   | 3,500.00        | 0                | -1,000.00        | 2,500.00       |
| 110 E 41700 951 000 00000 000 | PLN - Furniture & Fixtures     | 0               | 0                | 1,000.00         | 1,000.00       |
| 110 E 41711 255 000 00000 000 | IS - Data Processing Services  | 211,596.00      | 0                | 6,426.00         | 218,022.00     |
| 110 E 41711 259 000 00000 000 | IS - Other Professional Servi  | 138,446.00      | 0                | -500             | 137,946.00     |
| 110 E 41711 320 000 00000 000 | IS - Operating Supplies        | 1,000.00        | 0                | 500              | 1,500.00       |
| 110 E 41711 948 000 00000 000 | IS - Computer Upgrades         | 44,700.00       | 0                | 21,678.48        | 66,378.48      |
| 110 E 43000 290 000 00000 000 | PW - Contracted Service        | 25,000.00       | 0                | -11,179.00       | 13,821.00      |
| 110 E 44310 247 000 00000 000 | SC - Programs - Admissions     | 4,000.00        | 0                | -1,178.99        | 2,821.01       |
| 110 E 44310 266 000 00000 000 | SC - Repair & Maintenance Buil | 20,000.00       | 0                | -2,000.00        | 18,000.00      |
| 110 E 44310 287 000 00000 000 | SC - Meals & Entertainment     | 15,000.00       | 0                | -356.49          | 14,643.51      |
| 110 E 44310 320 000 00000 000 | SC - Operating Supplies        | 2,500.00        | 0                | -890             | 1,610.00       |
| 110 E 44710 148 000 00000 000 | PRK - Education/Training       | 8,500.00        | 0                | 2,000.00         | 10,500.00      |
| 110 E 44710 290 000 00000 000 | PRK - Contracted Service       | 134,000.00      | 0                | 89,256.32        | 223,256.32     |
| 110 E 44710 923 000 00000 000 | PRK - Park Development         | 150,000.00      | 14,387.25        | 127,389.24       | 291,776.49     |
| 110 E 51923 762 000 00000 000 | Capital Trans to LSS           | 0               | 0                | 320,000.00       | 320,000.00     |
| 121 E 43100 148 000 00000 000 | STR - Education/Training       | 3,000.00        | 0                | 5,000.00         | 8,000.00       |
| 121 E 43100 259 000 00000 000 | STR - Other Professional Servi | 6,000.00        | 0                | -1,500.00        | 4,500.00       |
| 121 E 43100 264 000 00000 000 | STR - Traffic Control Lights   | 5,000.00        | 0                | 11,450.00        | 16,450.00      |
| 121 E 43100 268 000 00000 000 | STR - Repair & Maintenance Roa | 550,000.00      | 0                | -9,950.00        | 540,050.00     |
| 121 E 43100 333 000 00000 000 | STR - Other Equip Parts & Repa | 9,000.00        | 0                | 3,000.00         | 12,000.00      |
| 121 E 43100 940 000 00000 000 | STR - New Capital Light Equipm | 62,000.00       | 0                | -8,000.00        | 54,000.00      |
| 412 E 43250 333 000 00000 000 | SEW - Other Equipment Parts    | 80,000.00       | 0                | -15,470.00       | 64,530.00      |
| 412 E 43250 953 000 00000 000 | SEW - Improvements Other       | 300,000.00      | 0                | 15,470.00        | 315,470.00     |
| 416 E 46000 230 000 00000 000 | STW - Publicity/Dues           | 700             | 0                | 150              | 850            |
| 416 E 46000 290 000 00000 000 | STW - Contracted Service       | 5,000.00        | 0                | -150             | 4,850.00       |

# Shelby County Sheriff's Office

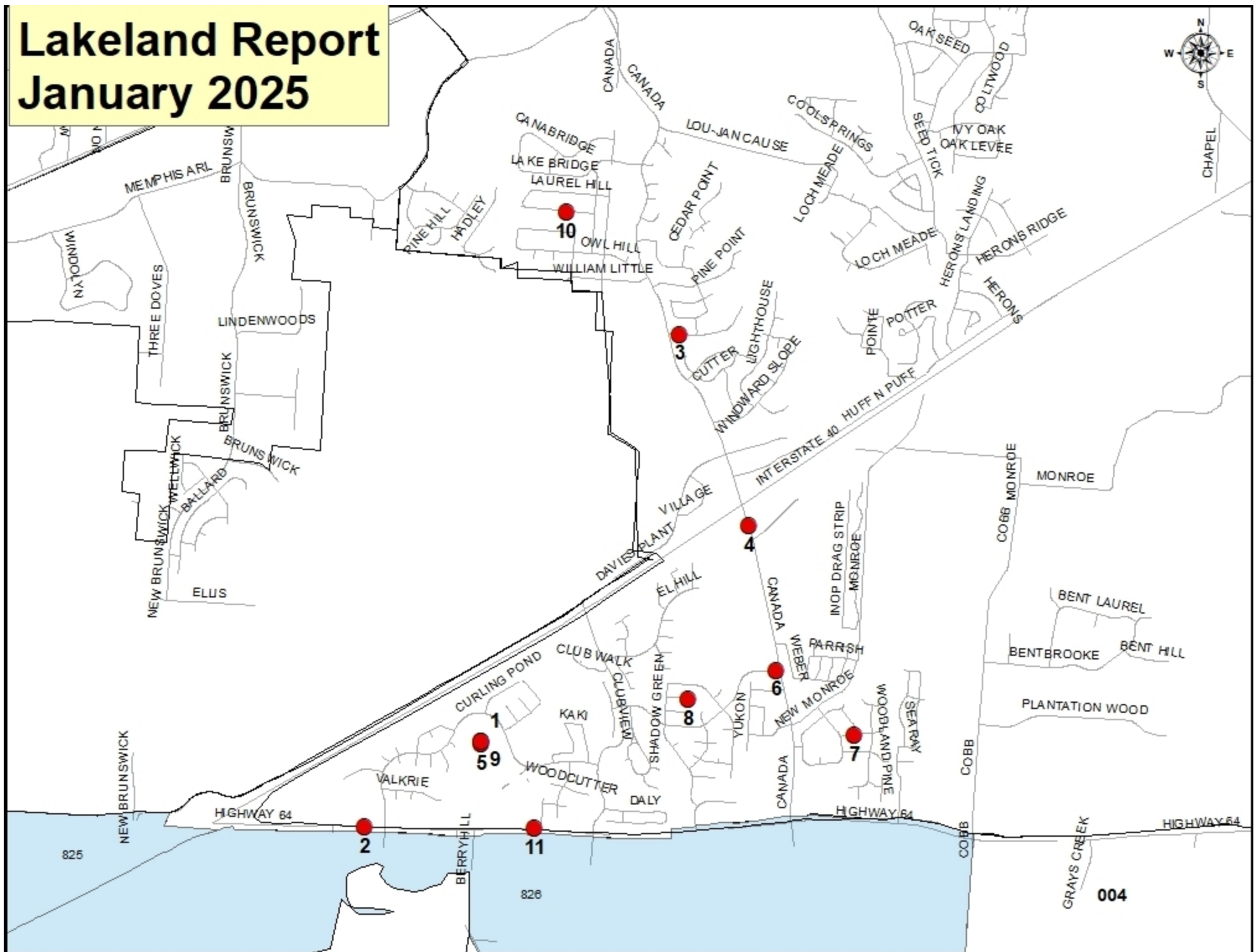


## Crime Report

**Lakeland**

**January 2025**

# Lakeland Report January 2025



# ***Incident Table***

| ID # | CASE_NUMBER  | DEPT. CODE                  | METHOD OF ENTRY                  | DATE OF REPORT |
|------|--------------|-----------------------------|----------------------------------|----------------|
| 1    | 2501000599SH | MVT/Passenger Vehicle       | FRONT DOOR BROKE                 | 1/16/2025      |
| 2    | 2501000936SH | Other Larceny/Access Device | LAWFUL                           | 1/24/2025      |
| 3    | 2501000845SH | Other Theft/Non-Specific    | FRONT DOOR BROKE                 | 1/22/2025      |
| 4    | 2501000644SH | Theft from Building         | FRONT DOOR                       | 1/17/2025      |
| 5    | 2501000754SH | Theft from Motor Vehicle    | SIDE DOOR BROKE                  | 1/21/2025      |
| 6    | 2501000796SH | Theft from Motor Vehicle    | BROKE                            | 1/21/2025      |
| 7    | 2501000866SH | Theft from Motor Vehicle    | BROKE                            | 1/23/2025      |
| 8    | 2501001042SH | Theft from Motor Vehicle    | THROUGH UNLOCKED DOOR            | 1/27/2025      |
| 9    | 2501000997SH | Theft from Motor Vehicle    | SIDE DOOR LAWFUL                 | 1/26/2025      |
| 10   | 2501000585SH | Theft from Motor Vehicle    | FRONT DOOR THROUGH UNLOCKED DOOR | 1/16/2025      |
| 11   | 2501000019SH | Theft from Motor Vehicle    | THROUGH UNLOCKED DOOR            | 1/1/2025       |

# ***All Incident Count***

| <b>Row Labels</b>  | <b>Count of Dept_Code_</b> |
|-------------------------------------------------------------------------------------------------------|----------------------------|
| <b>Drugs/Narcotics Violation/Misdemeanor</b>                                                          | <b>1</b>                   |
| <b>Intimidation</b>                                                                                   | <b>1</b>                   |
| <b>MVT/Passenger Vehicle</b>                                                                          | <b>1</b>                   |
| <b>Other Larceny/Access Device</b>                                                                    | <b>1</b>                   |
| <b>Other Theft/Non-Specific</b>                                                                       | <b>1</b>                   |
| <b>Theft &amp; Recovery/Passenger Vehicle</b>                                                         | <b>2</b>                   |
| <b>Theft from Building</b>                                                                            | <b>1</b>                   |
| <b>Theft from Motor Vehicle</b>                                                                       | <b>7</b>                   |
| <b>Weapon Law Violations/Misdemeanor</b>                                                              | <b>1</b>                   |
| <b>Grand Total</b>                                                                                    | <b>16</b>                  |

# ***Tracked Count***

| <b>Tracked Crimes</b>   | <b>Jan-25</b> | <b>Dec-24</b> | <b>Jan-24</b> |
|-------------------------|---------------|---------------|---------------|
| <b>Agg Assault</b>      | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>Burg Bus</b>         | <b>0</b>      | <b>0</b>      | <b>1</b>      |
| <b>Burg Const</b>       | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>Burg Res</b>         | <b>0</b>      | <b>0</b>      | <b>1</b>      |
| <b>MVT</b>              | <b>1</b>      | <b>1</b>      | <b>1</b>      |
| <b>Other Lar</b>        | <b>2</b>      | <b>4</b>      | <b>2</b>      |
| <b>Robb Ind</b>         | <b>0</b>      | <b>0</b>      | <b>0</b>      |
| <b>Theft Fm Bldg</b>    | <b>1</b>      | <b>1</b>      | <b>1</b>      |
| <b>Theft fm Mot Veh</b> | <b>7</b>      | <b>3</b>      | <b>2</b>      |
| <b>Vandalism</b>        | <b>0</b>      | <b>1</b>      | <b>1</b>      |
| <b>Totals</b>           | <b>11</b>     | <b>10</b>     | <b>9</b>      |

***END OF PRESENTATION***



# Communications Audit and Recommendations

February 20, 2025

# Objective

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The City of Lakeland, TN is seeking to **evaluate and enhance** its current **communication** strategy to **improve engagement** and strengthen the city's ability to **share information effectively** with its residents and stakeholders.

# Communications Audit Research Methodology

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- Meeting with Michael Walker and Cheyenne Carter
- Meeting with seven (7) department heads
- Eight (8) one-on-one interviews with key stakeholders
- Community Survey – 184 respondents
- Digital Audit of city website and social media accounts

# Key Takeaways

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- While the city's communication efforts are generally positive, many residents still feel uninformed.
- There is a perception that residents are disengaged from city communications unless the topic directly affects them.
- Few residents have signed up for city notifications.

# Key Takeaways

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- Internally, city communications are viewed as more reactive or responsive than proactive.
- The city struggles with communicating effectively on sensitive or complex topics and needs strategies for clear, empathetic messaging.
- The Facebook page maintains consistent branding but lacks energy and engagement.

# Key Takeaways

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- Social media is the primary communication tool, but it doesn't seem to reach everyone in the community.
- Limited resources—such as time, staff, and budget—make managing daily communication tasks challenging.
- Text messaging is a preferred method for delivering urgent information.
- The city's website has room for improvement.

# Changing Communication Landscape

---

## Key Challenges:

- **Diverse Age Groups:** Different preferences (traditional media vs. digital).
- **Information Overload:** Standing out in a sea of content.
- **Trust Issues:** Skepticism towards government.

# RECOMMENDATIONS

# **Make Communications a Priority**

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Recognize that effective communication is the foundation of public trust. Dedicate resources to ensure messaging is consistent, clear, and professional.

# Foster a Culture of Connection

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Promote active engagement by providing residents with opportunities to participate, ask questions, and share feedback.

# Become the Trusted Source

---

The city should aim to become the community's “go-to” source for reliable information.

Provide timely, accurate, and transparent updates across all platforms to position the city as the primary source for community information.

# Monitor. Adjust. Refine.

---

Regularly evaluate communication strategies to ensure they meet community needs and keep pace with evolving technologies.

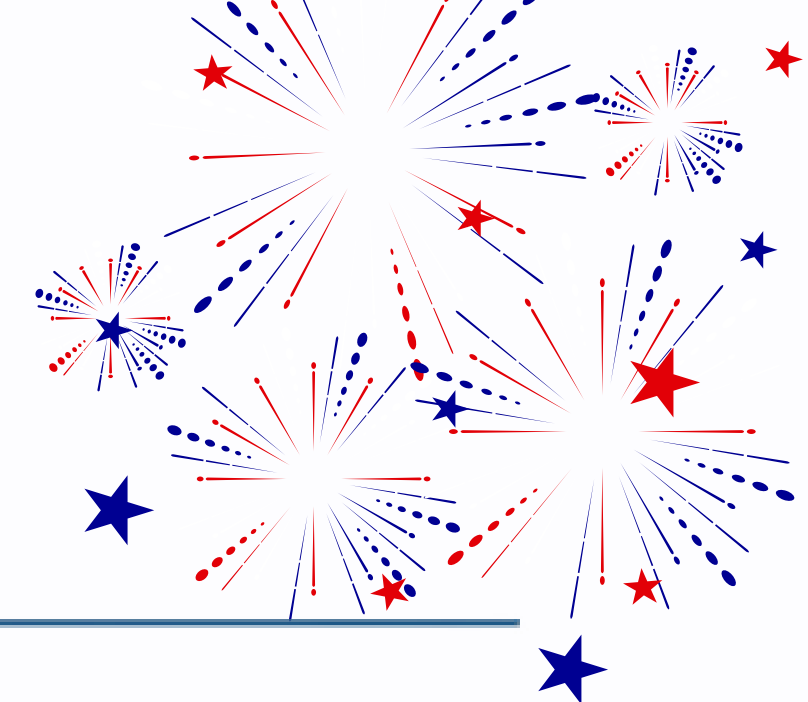
# Questions?



Prepared by: Susan  
Ewing  
Ewing Marketing

## BOARD OF COMMISSIONERS - PRIORITIES LINKAGE - 2.20.2025

| Public Safety                                                                                     | Economic Development                                                                                                                                               |
|---------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                                                   |                                                                                                                                                                    |
| Parks and Recreation                                                                              | Enhance City Planning                                                                                                                                              |
| 4 - RES - IH Park Restroom<br>5 - RES - Field Maintenance contract<br>6 - RES - Lot 9 Town Square |                                                                                                                                                                    |
| Road Maintenance                                                                                  | Administrative Support / Other                                                                                                                                     |
|                                                                                                   | 1 - Minutes approval<br>2 - ORD - Failure to Appear<br>3 - ORD - Seed Tick property zoning<br>7 - RES - BOC Goals<br>8 - Discussion - Volunteer Board Appointments |



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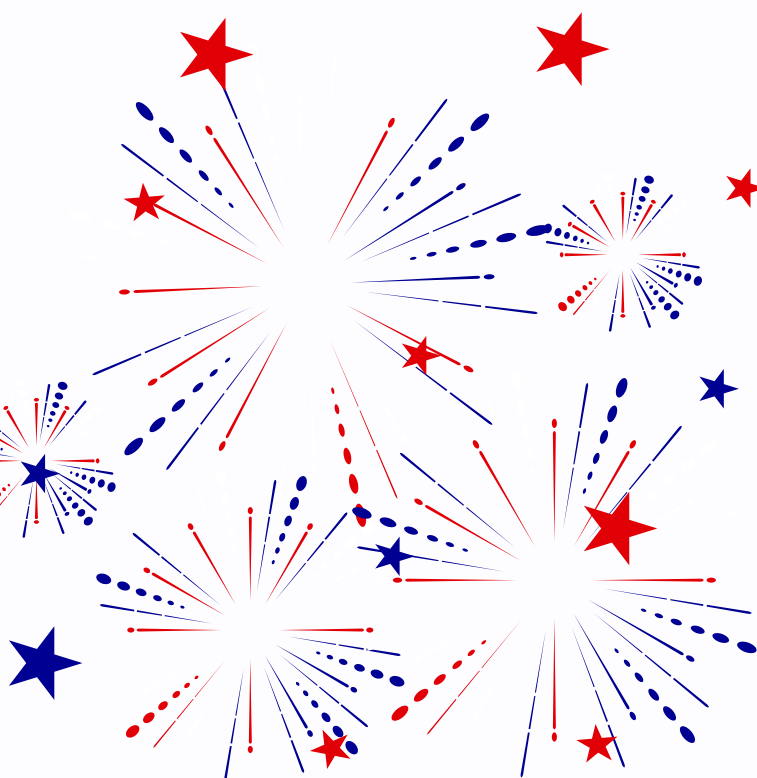
CITY OF

# LAKEELAND

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TENNESSEE

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# Fireworks Celebration



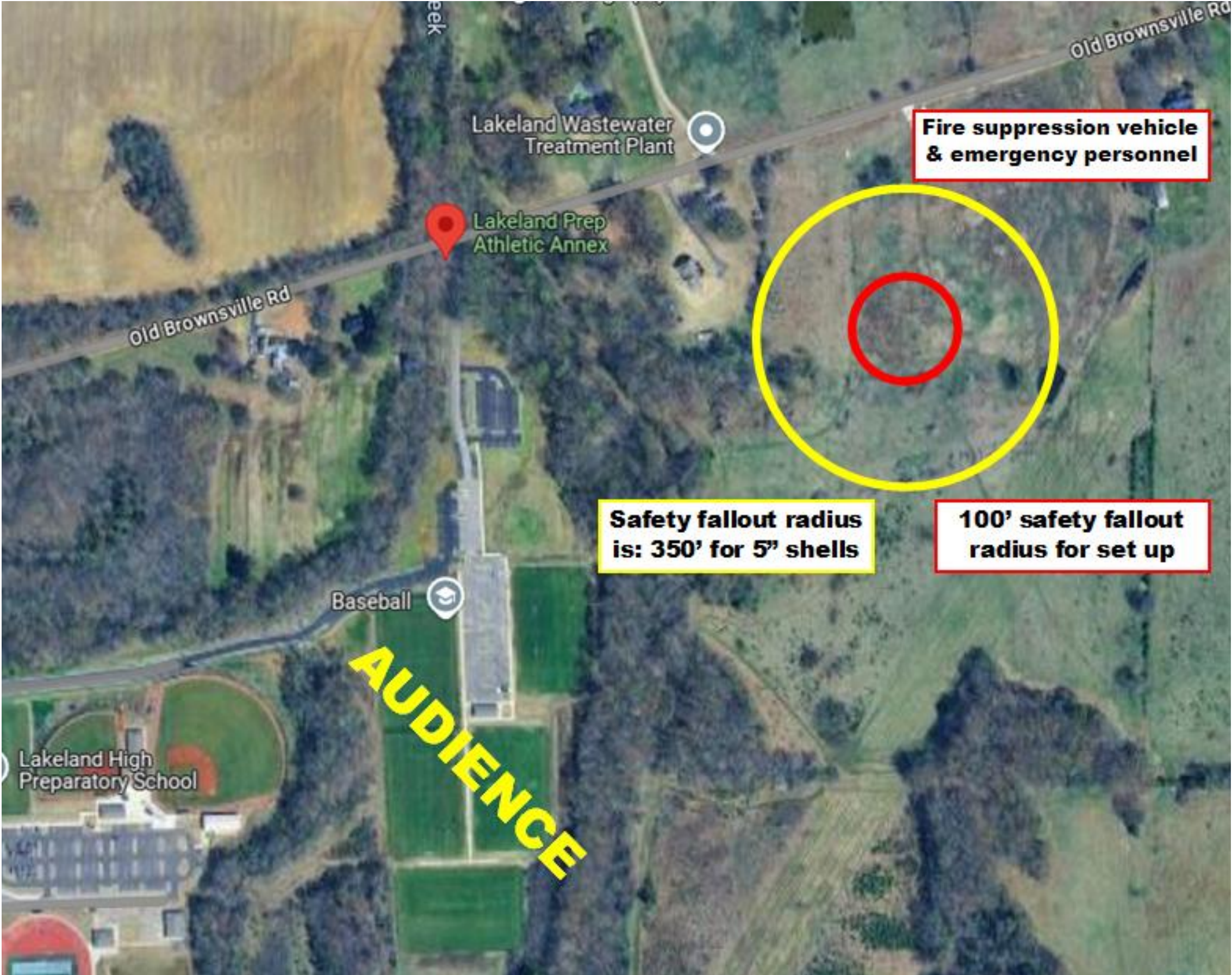
# July 5th, 2025

## Show Details

- 15 Minute show synchronized to provided music.
- Shoot site is based on Audience location, can be edited.
- Cleared the event with Shelby County Sheriff's Office as well as the Shelby County Fire Department.
- Estimated start time of 8:45 PM.



# Shoot Site ●●●●●



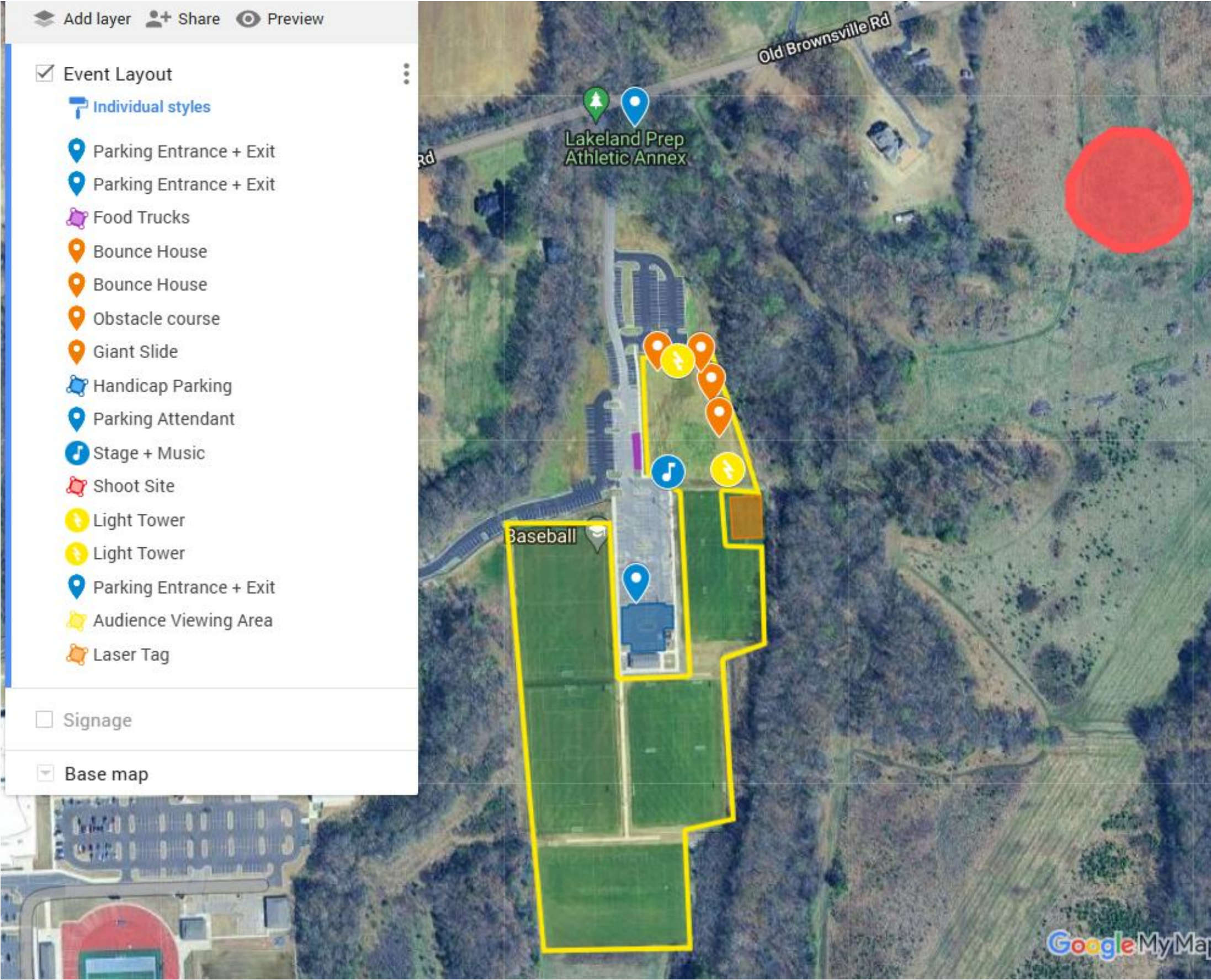


# Event Breakdown

- Fireworks - \$24,995
- Additional event costs - less than \$3,000
  - Inflatables with generators
  - Laser tag
  - DJ
  - Food trucks
- Currently seeking event sponsors



# Proposed event layout ●●●●●



LAKELAND MUNICIPAL COURT  
SEMI-ANNUAL REPORT  
February 2025



## Municipal Court 2024

| Court Date  | Cases by Name                     | Appeared    | Violation(s)  | Result        | Court Cost | Fine       | Litigation Tax | Education Fee |
|-------------|-----------------------------------|-------------|---------------|---------------|------------|------------|----------------|---------------|
| 17-Jul-2024 | John Davis                        | No          | 15-609        | Continued     | N/A        | N/A        | N/A            | N/A           |
|             | Gillespie Family Cemetery Inc.    | No          | 13-106        | Continued (2) | N/A        | N/A        | N/A            | N/A           |
|             |                                   |             | 13-109        |               |            |            |                |               |
|             |                                   |             | 13-202        |               |            |            |                |               |
| 21-Aug-2024 | John Davis                        | No          | 15-609        | Continued (2) | N/A        | N/A        | N/A            | N/A           |
|             | Gillespie Family Cemetery Inc.    | No          | 13-106        | Continued (3) | N/A        | N/A        | N/A            | N/A           |
|             |                                   |             | 13-109        |               |            |            |                |               |
|             |                                   |             | 13-202        |               |            |            |                |               |
|             | Holly Oliver                      | Yes         | 15-609        | Guilty        | \$100.00   | \$50.00    | \$27.50        | \$1.00        |
|             | Dylan Moore                       | No          | 13-104        | Continued     | N/A        | N/A        | N/A            | N/A           |
| 18-Sep-2024 | John Davis                        | No          | 15-609        | Continued (3) | N/A        | N/A        | N/A            | N/A           |
|             | Gillespie Family Cemetery Inc.    | No          | 13-106        | Continued (4) | N/A        | N/A        | N/A            | N/A           |
|             |                                   |             | 13-109        |               |            |            |                |               |
|             |                                   |             | 13-202        |               |            |            |                |               |
|             | Dylan Moore                       | No          | 13-104        | Continued (2) | N/A        | N/A        | N/A            | N/A           |
|             | Yrlanda Brito                     | Yes         | Sec 2 C(1)    | Guilty        | \$100.00   | \$50.00    | \$27.50        | \$1.00        |
| 16-Oct-2024 | John Davis                        | No          | 15-609        | Continued (4) | N/A        | N/A        | N/A            | N/A           |
|             | Gillespie Family Cemetery Inc.    | No          | 13-106        | Continued (5) | N/A        | N/A        | N/A            | N/A           |
|             |                                   |             | 13-109        |               |            |            |                |               |
|             |                                   |             | 13-202        |               |            |            |                |               |
|             | Dylan Moore                       | No          | 13-104        | Continued (3) | N/A        | N/A        | N/A            | N/A           |
| 20-Nov-2024 | John Davis                        | No          | 15-609        | Continued (5) | N/A        | N/A        | N/A            | N/A           |
|             | Gillespie Family Cemetery Inc.    | No          | 13-106        | Continued (6) | N/A        | N/A        | N/A            | N/A           |
|             |                                   |             | 13-109        |               |            |            |                |               |
|             |                                   |             | 13-202        |               |            |            |                |               |
|             | Dylan Moore                       | No          | 13-104        | Continued (4) | N/A        | N/A        | N/A            | N/A           |
| 18-Dec-2024 | John Davis                        | Yes         | 15-609        | Guilty        | \$100.00   | \$100.00   | \$27.50        | \$1.00        |
|             | Gillespie Family Cemetery Inc.    | Yes (phone) | 13-106        | Guilty        | \$100.00   | \$50.00    | \$27.50        | \$1.00        |
|             | (also paid reimbursement to City) |             | 13-109        | Guilty        |            | \$5,500.00 |                |               |
|             |                                   |             | 13-202        | Guilty        |            | N/A        |                |               |
|             | Dylan Moore (unpaid)              | Yes         | 13-104        | Guilty        | \$100.00   | \$100.00   | \$27.50        | \$1.00        |
|             | CW Development                    | Yes         | 15-609        | Dismissed     | \$100.00   | N/A        | \$27.50        | \$1.00        |
|             |                                   |             | Section 2 (P) | Dismissed     |            | N/A        |                |               |
|             | David Leggett (unpaid)            | Yes (phone) | 13-104        | Guilty        | \$100.00   | \$50.00    | \$27.50        | \$1.00        |
|             | Margaritas Restaurant             | No          | 14-404        | Continued     | N/A        | N/A        | N/A            | N/A           |
|             |                                   |             |               | TOTAL         | \$700.00   | \$5,900.00 | \$192.50       | \$7.00        |

## ORDINANCE VIOLATION LIST

|                                                     |                                                                                             |
|-----------------------------------------------------|---------------------------------------------------------------------------------------------|
| 13-104                                              | Overgrown Weeds                                                                             |
| 13-106                                              | Health and Sanitation Nuisances                                                             |
| 13-107                                              | Inoperative vehicles on or adjacent to residential property                                 |
| 13-108                                              | Overgrown and dirty lots                                                                    |
| 13-109                                              | Accumulation and/or storage of loose limbs and yard waste                                   |
| 13-202                                              | Junk Prohibited                                                                             |
| 13-309                                              | Dilapidated, unsafe, or unfit structure                                                     |
| 13-405                                              | Standard Tree Removal – no permit/plan                                                      |
| 13-410                                              | Hazardous tree – private property                                                           |
| 14-409                                              | Signs – Failure to obtain permit                                                            |
| 14-703                                              | Illegal fence                                                                               |
| 14-709                                              | Erection of fence without permit                                                            |
| 15-601                                              | Improper parking on street – motor vehicle (72 hours) or RV/utility trailer/boat (any time) |
| 15-609                                              | Improper parking and/or storage of recreational vehicles and equipment on residential land  |
| 17-102                                              | Unclean premises – solid waste                                                              |
| 17-110                                              | Improper disposal – solid waste/recyclable materials                                        |
| 18-603                                              | Land Development and Const. – no soil stabilization after land cleared                      |
| Land Use Sec. 2(C)(5) – Short-Term Rental Violation |                                                                                             |
| Land Use Sec.2(P)(1) – Accessory Family Unit (RV)   |                                                                                             |

## Court Website Update

### Payments

Currently, advance payment of tickets in lieu of appearing in court is not offered. All offenders must appear on the date specified on their citation. Normally, fines and costs are paid the day that the person appears in court and may be paid by cash, check, or credit/debit card.

If you are found guilty and the judge gives you additional time to pay for a violation:

- You can pay fines and costs by cash, check, or credit/debit card at Lakeland City Hall during normal business hours.
- You can pay tickets online by credit/debit card at <https://pay.justice-one.us/lakeland-tn-tickets/ticket-search-portal/search>.
- You can also pay by phone during regular City Hall business hours by calling (901) 867-2717 or, on nights and weekends by calling (678) 359-2783.

## Pending Legislation

HOUSE BILL 748

SENATE BILL 1089

AN ACT to amend Tennessee Code Annotated,  
Title 16, Chapter 18 and Title 17, Chapter 3,  
relative to municipal courts.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Tennessee Code Annotated, Section 16-18-304(a), is amended by  
deleting "one dollar (\$1.00)" and substituting "two dollars (\$2.00)".

SECTION 2. This act takes effect July 1, 2025, the public welfare requiring it.

# QUESTIONS?



Board of Commissioners  
Regular Meeting Minutes  
Thursday, February 6, 2025, 5:30 PM  
City Hall, Lakeland, Tennessee 38002

---

I. CALL TO ORDER BY MAYOR:

The meeting was called to order by Mayor Josh Roman 5:30 p.m. on Thursday, February 6, 2025.

II. INVOCATION:

The invocation was offered by Mayor Roman.

III. PLEDGE:

The Pledge to the Flag was led by Mayor Roman.

IV. ROLL CALL BY RECORDER:

|                              |         |
|------------------------------|---------|
| Commissioner Jim Atkinson    | Present |
| Vice-Mayor Michele Dial      | Present |
| Commissioner Derek Johnston  | Present |
| Commissioner Connie McCarter | Present |
| Mayor Josh Roman             | Present |

Staff personnel in attendance were Parks and Recreation Director Andrew Fisher, City Attorney Will Patterson, City Engineer Emily Harrell, Staff Engineer Luis Camarillo Hernandez, Recreation Manager John Proctor, Special Events Coordinator Alex Harris, Planning Director Paul Luker and City Recorder Cheyenne Carter.

V. PUBLIC HEARING:

1. **Ordinance - Second and Final Reading** - adopting updated Land Development Regulations (LDR) for the City of Lakeland, Tennessee. *Recommended by the Municipal Planning Commission*

None.

VI. TREASURER'S REPORT:

None.

VII. REPORTS FROM COMMITTEES, MEMBERS OF THE BOARD OF COMMISSIONERS & OTHER OFFICERS:

1. City Manager's Report
  - a. February 2025  
This report was offered by Parks and Recreation Director Andrew Fisher.
2. Commissioners' Reports
  - a. Industrial Development Board - *Commissioner Johnston*  
This report was offered by Commissioner Johnston.
3. Mayor's Report
  - a. Proclamation establishing Lakeland's Arbor Day 2025  
This proclamation was offered by Mayor Roman.

VIII. PUBLIC COMMENTS:  
None.

IX. SEWERAGE COMMISSION BUSINESS:  
None.

X. CONSENT AGENDA:  
None.

XI. REGULAR AGENDA:  
*For the record:* Mayor Roman motioned to bring item number 11 to the regular agenda.

***When the question was called item number 11 was added to the regular agenda, voice vote, 4 in favor 1 against 0 abstain (4-1-0).***

1. **Approval of previous meeting minutes** - January 16, 2025  
Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

Discussion ensued.

Mayor Roman motioned to amend page 5 of 11 to correct "Mullin" to "Mullins" and page 7 of 11 to strike out "voice vote, 5 in favor, 0 against, 0 abstain (5-0-0)." and replace it with "without objection."

***When the question was called the motion to amend the minutes passed, voice vote, 5 in favor 0 against 0 abstain (5-0-0).***

Discussion ensued.

***When the question was called the meeting minutes passed as amended, voice vote, 5 in favor 0 against 0 abstain (5-0-0).***

2. **Ordinance - Second and Final Reading** - adopting updated Land

Development Regulations (LDR) for the City of Lakeland, Tennessee.  
*Recommended by the Municipal Planning Commission*

Commissioner Atkinson moved to bring this item to the floor, seconded by Vice-Mayor Dial.

Planning Director Paul Luker presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Commissioner McCarter, Mayor Roman, Commissioner Johnston

**Nay:** None

**Abstain:** None

3. **Resolution** - approving an agreement with Wagner General Contractors, Inc. for the Fiscal Year 2025 ("FY25") Adagio Lane Improvements Project.

Mayor Roman moved to bring this item to the floor, seconded by Vice-Mayor Dial.

Staff Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Commissioner McCarter, Mayor Roman, Commissioner Johnston

**Nay:** None

**Abstain:** None

4. **Resolution** - approving an agreement with Gibson Paving, Inc. for the Fiscal Year 2025 ("FY25") Street Paving Project.

Commissioner Atkinson moved to bring this item to the floor, seconded by Vice-Mayor Dial.

Staff Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Commissioner McCarter, Mayor Roman, Commissioner Johnston

**Nay:** None

**Abstain:** None

5. **Resolution** - approving a professional service agreement with Smith Seckman Reid, Inc. for the design of Scott's Creek Greenway project.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Atkinson.

Staff Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Commissioner McCarter, Mayor Roman, Commissioner Johnston

**Nay:** None

**Abstain:** None

6. **Resolution** - amending the agreement with Tennessee Soccer Academy to include competitive soccer.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Atkinson.

Recreation Manager John Proctor presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Commissioner McCarter, Mayor Roman, Commissioner Johnston

**Nay:** None

**Abstain:** None

7. **Resolution** - approving an independent contractor agreement with United States Tennis Association (USTA) of Tennessee for a youth tennis program.

Mayor Roman moved to bring this item to the floor, seconded by Vice-Mayor Dial.

Recreation Manager John Proctor presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, voice vote, 5 in favor 0 against 0 abstain (5-0-0).***

8. **Resolution** - authorizing the Mayor to execute a Financial Obligation Agreement between The City of Lakeland and The Industrial Development Board of The City of Lakeland, Tennessee.

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Atkinson.

City Attorney Will Patterson presented this item.

Discussion ensued.

***When the question was called the resolution passed as presented, roll call vote, 4 in favor 1 against 0 abstain (4-1-0).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Mayor Roman, Commissioner Johnston

**Nay:** Commissioner McCarter

**Abstain:** None

9. **Discussion and Resolution** - Board of Commissioners priorities for the fiscal year 2026 annual budget, and approving the strategic goals of the Board of Commissioners of the City of Lakeland, Tennessee.

Mayor Roman moved to bring this item to the floor, seconded by Vice-Mayor Dial.

Mayor Roman presented this item.

Discussion ensued.

*For the record:* Mayor Roman instructed City Staff to provide a drafted resolution at the next regular BOC meeting on February 20, 2025.

10. **Discussion and Possible Action** - regarding meeting decorum. *Sponsored by Mayor Roman*

Vice-Mayor Dial moved to bring this item to the floor, seconded by Commissioner Atkinson.

Mayor Roman presented this item.

Discussion ensued.

*For the record:* Mayor Roman instructed City Attorney Will Patterson to hire a Robert's Rules expert and prepare a presentation on conflict/resolution during meetings.

11. **Discussion and Possible Action** - regarding a 2025 Lakeland fireworks display and community event. *Sponsored by Mayor Roman* (added from the floor)

Mayor Roman moved to bring this item to the floor, seconded by Vice-Mayor Dial.

Mayor Roman presented this item.

Discussion ensued.

*For the record:* Mayor Roman motioned that the Board of Commissioners direct the City Manager to plan a July 5, 2025 Lakeland fireworks display and community event to be coordinated so as not to conflict with the Garner Lake Association event and negotiate an agreement with Pyro Shows of LaFollette, Tennessee for Board of Commissioners approval, seconded by Commissioner Atkinson.

***When the question was called the motion passed as presented, roll call vote, 4 in favor 0 against 1 abstain (4-0-1).***

**Yea:** Commissioner Atkinson, Vice-Mayor Dial, Mayor Roman, Commissioner Johnston

**Nay:** None

**Abstain:** Commissioner Connie McCarter

XII. ANNOUNCEMENTS:

1. Commissioner Johnston provided an update on the Lakeland Prep Middle and Lakeland High School cheer teams regarding national championships.

XIII. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 6:52pm on Thursday, February 6, 2025.

These minutes were approved on February 20, 2025.

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Josh Roman  
*Mayor*

ATTEST:

---

Cheyenne Carter  
*City Recorder*

DRAFT

ORDINANCE O-2-2025

AMENDING TITLE 3 OF THE LAKELAND MUNICIPAL CODE TO ADD THE  
OFFENSE OF FAILURE TO APPEAR

---

**WHEREAS,** the Lakeland Code of Ordinances provides the municipal judge with the power to issue a summons ordering an alleged offender to personally appear before the municipal court to answer for an alleged municipal ordinance violation; and

**WHEREAS,** the Mayor and Board of Commissioners of the City of Lakeland, Tennessee believe that failure to appear by the alleged offender as specified in the summons should constitute a separate offense:

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Lakeland, Tennessee, that:

**SECTION 1.** Title 3, Chapter 3, of the municipal code is hereby amended, and a new chapter 3, Section 303 is added as follows:

**3-303. Failure to appear.** Any person who fails to appear in Lakeland Municipal Court to answer a summons or citation for the violation of any ordinance or provision of this code shall be guilty of a civil offense punishable under the general penalty provision of this code. Any person who fails to appear to answer a summons or citation covered under Tenn. Code Ann. § 29-9-108 may face further punishment as provided by general law.

**SECTION 2.** This ordinance shall take effect the latter of fifteen (15) days after first reading or immediately upon final passage, the public welfare requiring it.

First Reading: February 20, 2025  
Public Hearing: March 6, 2025  
Final Reading: March 6, 2025

ATTEST:

---

Josh Roman  
*Mayor*

---

Cheyenne Carter  
*City Recorder*



## Municipal Planning and Design Review Commission

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**Meeting Date:** Thursday, February 13, 2025

**Project:** Gibson Paving Inc. – Rezoning Application

**Staff Contact:** Alex Barthol, Staff Planner

---

### PROJECT INFORMATION

**Location:** 4853 Seed Tick Road

**Parcel ID:** L0150 00182C

**Zoning District:** AG-(Agriculture)

**Site Area:** 2.2 acres

**Applicant:** Gibson Paving Inc.

**Representative:** William P. Sealock, NCARB + AIA

### STAFF RECOMMENDATION

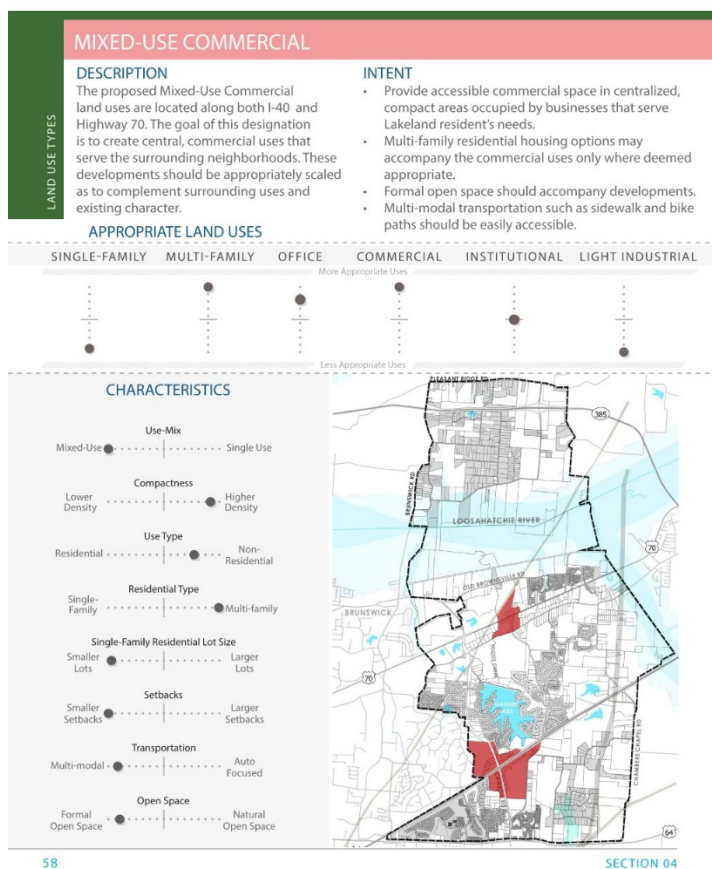
City Staff recommends approval for the Rezoning Application for Gibson Paving Inc.

### BACKGROUND:

The subject property is located at 4853 Seed Tick Road just south of the intersection of Seed Tick Road and Highway 70, and just to the east of the Lakeland Town Center Planned Development. The current zoning for the property is AG–(Agriculture). The property currently has a single-family home on the property that is planned to be converted into an office use should the rezoning application be approved.

## ANALYSIS:

Upon review by City Staff, this rezoning application is supported by the recently approved Comprehensive Plan for the City of Lakeland. The plan shows this area to ultimately be zoned as Mixed-Use Commercial, which would be in line with the adjacent properties. The request is to change the existing zoning of AG–(Agriculture) to NO–(Neighborhood Office). City Staff agrees that an office use is the best reuse of the existing structure, while still conforming with the overall vision set forth by the Comprehensive Plan. An additional Subdivision application as well as a Site Plan application will still need to be submitted to address any changes to the existing building and landscaping as well as to officially plat the property as it is currently unrecorded.



## EXAMPLE MOTIONS

1. Motion to approve the Gibson Paving Inc. Rezoning Application subject to the following conditions:
  - a. Conditions as determined by the Planning Commission
2. Motion to approve the Gibson Paving Inc. Rezoning Application without conditions.
3. Motion to deny the Gibson Paving Inc. Rezoning Application:
  - a. Reason for denial

ORDINANCE O-3-2025

AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LAKE LAND,  
TENNESSEE, BY REZONING THE PROPERTY LOCATED AT 4853 SEED  
TICK ROAD, PARCEL NO L0150 00182C FROM AGRICULTURAL (AG) TO  
NEIGHBORHOOD OFFICE (NO)

---

- WHEREAS,** the City of Lakeland has received a request for the rezoning of property located at 4853 Seed Tick Road Lakeland, Tennessee, 38002, identified as Parcel No. L0150 00182C on the tax map of Shelby County, Tennessee; and
- WHEREAS,** Tennessee Code Annotated §13-7-203 permits the amendment of the Municipal Zoning Ordinance of the City of Lakeland; and,
- WHEREAS,** in accordance with Tennessee Code Annotated §13-7-203 the legislative body held a public hearing to obtain citizen input into said amendment; and,
- WHEREAS,** the subject property is currently zoned AG-(Agricultural), and the applicant has requested a change in zoning to NO-(Neighborhood Office) to allow for office use; and
- WHEREAS,** the City of Lakeland Municipal Planning Commission has reviewed the proposed zoning amendment at the regularly-scheduled meeting on February 13, 2025 and has recommended approval of the rezoning request; and
- WHEREAS,** the Board of Commissioners has determined that the proposed rezoning is consistent with the City of Lakeland's Comprehensive Plan and is in the best interests of the health, safety, and welfare of the community.

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Commissioners of the City of Lakeland, Tennessee, that:

- SECTION 1.** The official zoning map of the City of Lakeland, Tennessee, is hereby amended by rezoning the property located at 4853 Seed Tick Road Lakeland, Tennessee, 38002, from AG (Agricultural) to NO (Neighborhood Office), as depicted on the attached map.
- SECTION 2.** This Ordinance shall take effect immediately upon its passage on second and final reading, the public welfare requiring it.

ORDINANCE O-3-2025

AMENDING THE OFFICIAL ZONING MAP OF THE CITY OF LAKELAND,  
TENNESSEE, BY REZONING THE PROPERTY LOCATED AT 4853 SEED  
TICK ROAD, PARCEL NO L0150 00182C FROM AGRICULTURAL (AG) TO  
NEIGHBORHOOD OFFICE (NO)

---

First Reading: February 20, 2025  
Public Hearing: March 6, 2025  
Final Reading: March 6, 2025

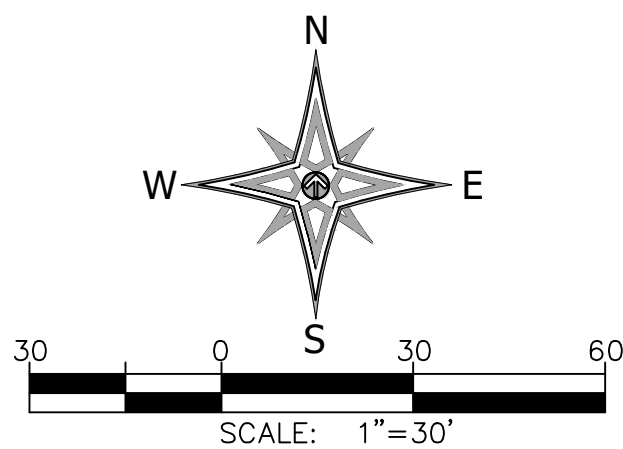
ATTEST:

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Josh Roman  
*Mayor*

---

Cheyenne Carter  
*City Recorder*



GENERAL SURVEY NOTES:

1. SURVEY PREPARED FOR GIBSON PAVING.
2. BEARINGS ARE RELATIVE TO THE TENNESSEE STATE PLANE COORDINATE SYSTEM VIA INET REFERENCE STATION AND TRIMBLE R12 GNSS RECEIVERS.  
HORIZONTAL DATUM: NAD83 (2011)  
VERTICAL DATUM: NAVD 88  
GEOID: 18
3. NO CERTIFICATION IS GIVEN TO STATE PLANE COORDINATE LOCATION. COORDINATES ARE GIVEN TO AID IN FUTURE REVOCERY OF ON THE GROUND MONUMENTS. PLAT IS RELATIVE TO ON THE GROUND MONUMENTS FOUND OR SET BY THIS SURVEY.
4. THERE MAY BE UNDERGROUND OR NON-VISIBLE UTILITIES, DRAIN AND/OR SEWER LINES ACROSS THIS PROPERTY THAT ARE NOT SHOWN. THE PROPER UTILITY AUTHORITIES SHOULD BE CONTACTED FOR MORE SPECIFIC LOCATIONS AND INFORMATION ON UNDERGROUND UTILITIES.
5. THIS PROPERTY IS NOT LOCATED IN A SPECIAL FLOOD HAZARD ZONE PER FEMA MAP 47157C02156 WITH AN EFFECTIVE DATE OF 2/6/2013

INSTRUMENT 24095939  
**EDCO Title & Closing Services, Inc.**  
6510 Stage Road, Suite 1  
Bartlett, Tennessee 38134  
(901)382-0470 (Phone) / (901)382-2226 (Fax)  
File # 24-2183

**WARRANTY DEED**

FOR AND IN CONSIDERATION OF Ten Dollars (\$10.00) and other good and valuable consideration, the receipt and legal sufficiency of all of which are hereby acknowledged,

Twin Oaks Plaza No.3, LLC, a Tennessee Limited Liability Company, ("Grantors"),

Has this day bargained and sold and by these presents does bargain, sell, transfer and convey unto

Gibson Paving, Inc., a Tennessee Corporation, ("Grantee")

The following described property, to wit:

Four parcels of land on the West side of Seed Tick Road as described in Instrument Numbers Y1 9880, RS 7922, S1 1650, in the Register's Office of Shelby County, Tennessee, and being more particularly described as follows:

BEGINNING at a point on the centerline of Seed Tick Road, said point being 317 feet North of the centerline of Memphis-Arlington Road, thence: South 90 degrees, 00 minutes, 00 seconds west, a distance of 208.75 feet to a point, thence: North 00 degrees, 00 minutes, 00 seconds west, a distance of 462.75 feet to a point, thence: North 90 degrees, 00 minutes, 00 seconds East, a distance of 208.75 feet to a found spike, said point being the centerline of said Seed Tick Road, thence; along the centerline of said Seed Tick Road South 90 degrees, 00 minutes, 00 seconds East, a distance of 462.75 feet to a point, said point being the point of beginning of said lot, and being the same property and description as shown in Warranty Deed of record as Instrument Number 05001216, in the Register's Office of Shelby County, Tennessee. \* re-recorded at Instrument No. 07185202,

Being the same property conveyed to Twin Oaks Plaza No.3, LLC by Quitclaim Deed of record at Instrument Number 18022343, dated 01/02/2018 and recorded 03/08/2018, in the Register's Office of Shelby County, Tennessee, as amended by Surveyor's Affidavit of record at Instrument No. 24079003, in said Register's Office.

TO HAVE AND TO HOLD the aforesaid real estate, together with all appurtenances and hereditaments thereto appertaining unto Grantee, his/her/their heirs, successors and assigns in fee simple forever.

Grantor covenants that Grantor is lawfully seized and possessed of said real estate, has full power and lawful authority to sell and convey the same, that the title thereto is free, clear and unencumbered except as follows:

Subdivision Restrictions, Building Lines & Easements in all instruments of record \*\*

except for the following, all subsequent years' taxes not yet due and payable;

and Grantor will forever warrant and defend the same against the claims of all persons whomsoever

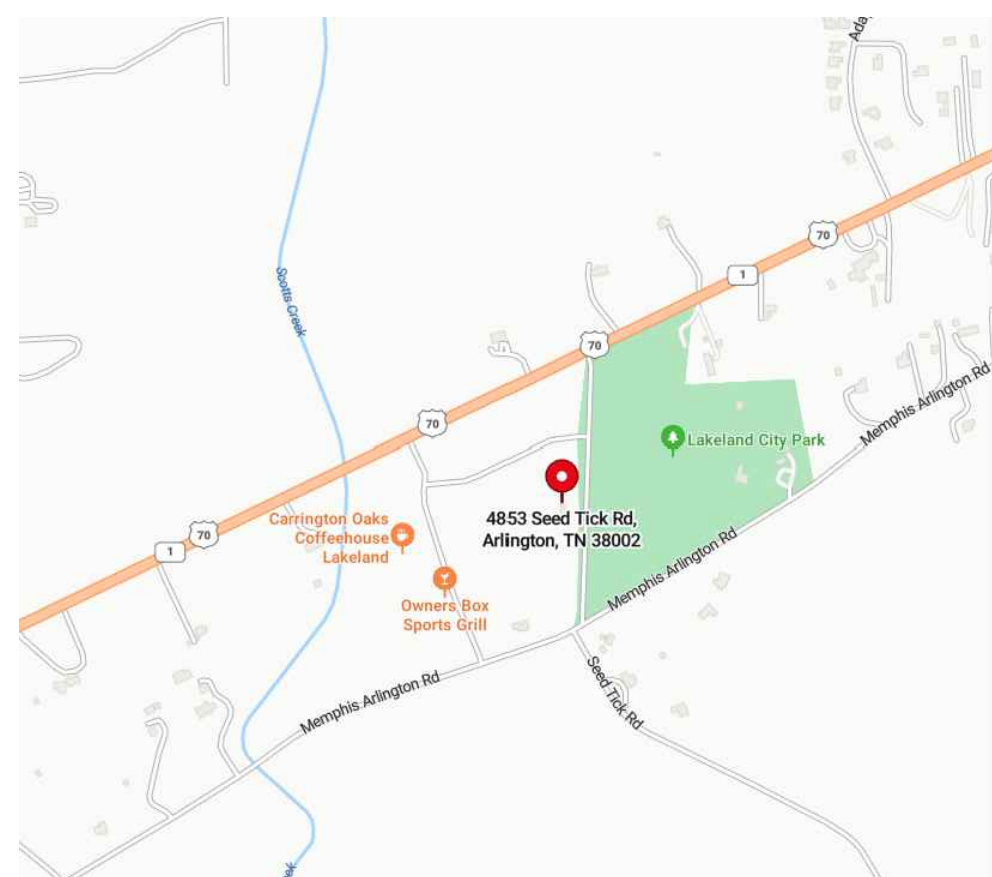
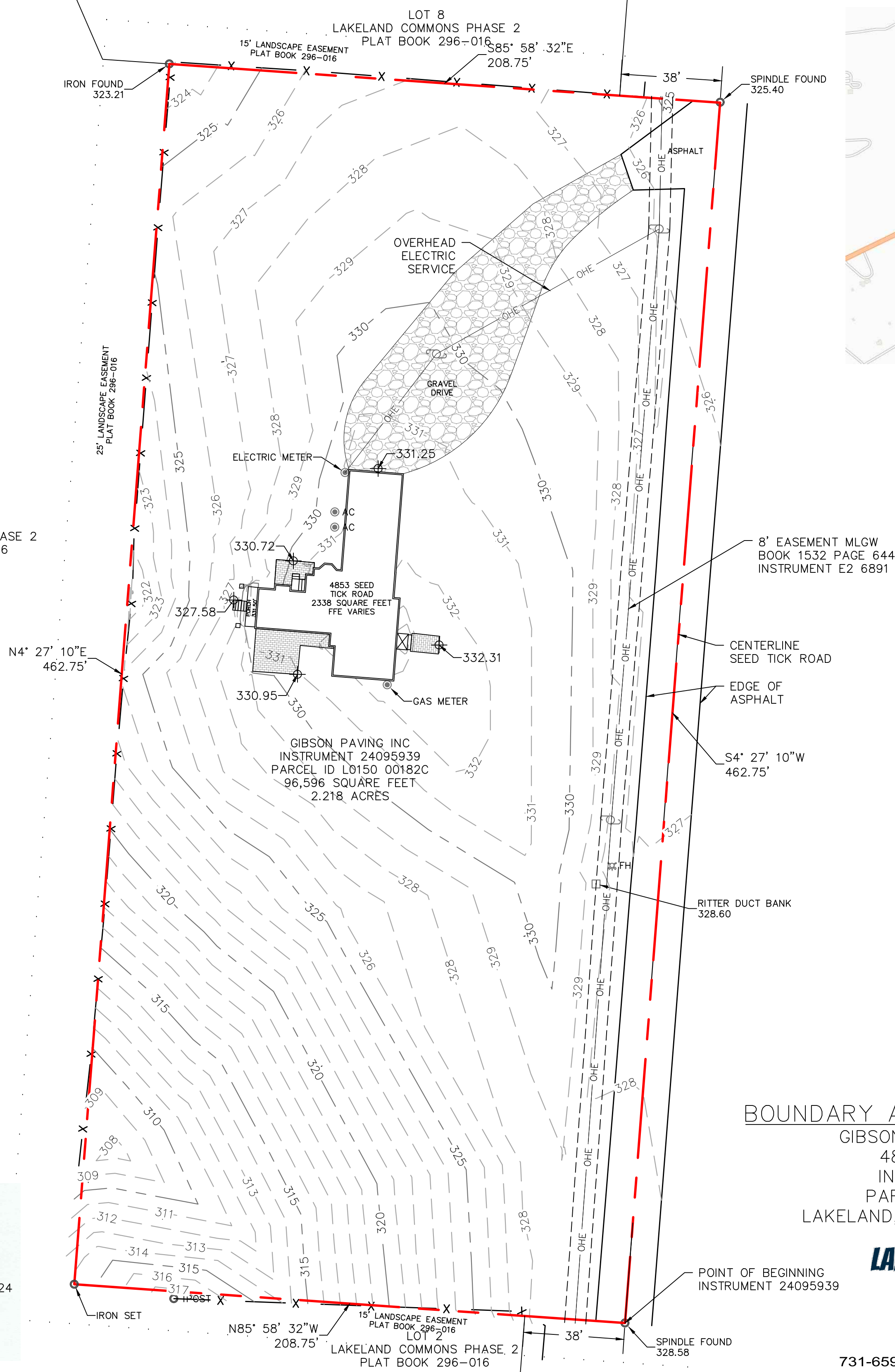
The words Grantor and Grantee shall include the plural where appropriate, and pronouns shall be construed according to their proper gender and number according to the context thereof.

\*\* including, but not limited to, Easements of record at Book 1532, Page 644 and Instrument Numbers E2 6891 and M2 9021, all in said Register's Office; and

CERTIFICATE OF SURVEY

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE AND BELIEF THIS IS A TRUE AND ACCURATE SURVEY, THAT THIS IS A CLASS 1 LAND SURVEY AS DEFINED IN TITLE 62 CHAPTER 18 TENNESSEE CODE, AND THAT THE RATIO OF PRECISION EXCEEDS 1:10,000.

12/27/24  
DATE  
ROBERT LANCE LANIER  
TN LICENSED LAND SURVEYOR 3065

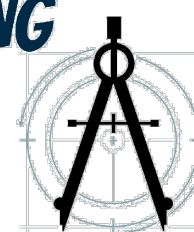


VICINITY MAP  
NOT TO SCALE

**BOUNDARY AND TOPOGRAPHIC SURVEY**

GIBSON PAVING INC. PROPERTY  
4853 SEED TICK ROAD  
INSTRUMENT 24095939  
PARCEL ID L0150 00182C  
LAKELAND, SHELBY COUNTY, TENNESSEE

**LANIER LAND SURVEYING**  
**4090 AIRLINE ROAD**  
**EADS TN 38028**



731-659-1087 E-MAIL lance @ midsouthes.com

SHEET  
1 OF 1



## Board of Commissioners

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Meeting Cycle: Thursday, February 20, 2025

Subject: **Resolution** - approving an agreement with Moss Carpenter Construction Company, Inc. for the IH Park Restroom Project.

Staff Contact: Andrew Fisher, Parks and Recreation Director

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### **STAFF RECOMMENDATION**

City staff recommends the Board of Commissioners approve Resolution R-24-2025.

### **BUDGET IMPACT**

The expenditure is appropriated in the Fiscal Year 2025 IH Park Improvement fund.

### **DISCUSSION**

The IH Park Restroom Project is a site plan that will cover all necessary preparation for the delivery and installation of the restroom facility. Work to be completed in the agreement will include grading, site preparation, foundation prep, footing pour, replacing existing sidewalk and installing new sidewalk that will be ADA compliant, and running all necessary utilities for the restroom building. Necessary utilities, foundation preparation, and footing pour must all be completed by April 4, 2025. The delivery and install of the facility from Public Restroom Company is scheduled for the week of April 7, 2025. The remaining work from this agreement that includes the concrete sidewalk will be completed by April 18, 2025.

RESOLUTION R-24-2025

APPROVING AN AGREEMENT WITH MOSS CARPENTER CONSTRUCTION  
COMPANY, INC. FOR THE IH PARK RESTROOM PROJECT

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- WHEREAS,** the City of Lakeland, Tennessee, (the “City”) desires to place a restroom facility at International Harvester Managerial Park; and,
- WHEREAS,** the Board of Commissioners approved the purchase of a restroom facility via Resolution R-131-2023; and,
- WHEREAS,** Moss Carpenter Construction Company, Inc. was the lowest qualified bidder on February 11, 2025, for the IH Park Restroom Project; and,
- WHEREAS,** Moss Carpenter Construction Company, Inc. is willing and able to provide these services as specified in the agreement; and,
- WHEREAS,** funding for this purchase is appropriated in the Fiscal Year 2025 Annual Budget for the IH Park Improvement Fund:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Lakeland, Tennessee, that the City Manager is hereby authorized to execute, and the City Recorder attest, an agreement with Moss Carpenter Contractors, Inc. in the amount of Seventy-Two Thousand Five Hundred Twenty Dollars (\$72,520) for the IH Park Restroom Project.

**BE IT FURTHER RESOLVED** that the Board of Commissioners authorize an additional Ten Thousand Dollars (\$10,000) for a construction contingency fund to be used to pay for items that may arise outside of the unit bid prices and for unforeseen work and that the City Manager is hereby authorized to make verified partial payments when necessary throughout the project to a total fixed cost amount of Eighty-Two Thousand Five Hundred Twenty Dollars (\$82,520).

**APPROVED AND ADOPTED** by the Board of Commissioners of the City of Lakeland, Tennessee, this 20<sup>TH</sup> day of February 2025, the public welfare requiring it.

ATTEST:

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Josh Roman  
*Mayor*

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Cheyenne Carter  
*City Recorder*

STANDARD FORM OF  
AGREEMENT BETWEEN OWNER AND CONTRACTOR

THIS AGREEMENT is made between the City of Lakeland, hereinafter referred to as the "Owner," and Moss Carpenter Construction Company, Inc. hereinafter referred to as the "Contractor."

WHEREAS, the City of Lakeland is site prep for prefabricated restrooms; and,

WHEREAS Moss Carpenter Construction Company, Inc. is able and willing to provide those services to the City of Lakeland, Tennessee.

NOW, THEREFORE, it is hereby agreed as follows:

ARTICLE 1. WORK.

Contractor shall perform all the work required by the Contract documents for IH PARK RESTROOM PROJECT , Lakeland, Tennessee.

ARTICLE 2. ENGINEER.

The Project has been designed by the City of Lakeland Engineering Office, 10001 U.S. Highway 70, Lakeland, Tennessee, who is hereinafter referred to as the "Engineer" and who is to act as Owner's representative, assume all duties and responsibilities and have the rights and authority assigned to Engineer in the Contract documents in connection with completion of the Work in accordance with the Contract documents.

ARTICLE 3. CONTRACT TIME.

- 3.1 The Work will be substantially completed by April 4, 2025 and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions by April 18, 2025.
- 3.2 Liquidated Damages. Owner and Contractor recognize that time is of the essence of this Agreement and that Owner will suffer financial loss if the Work is not substantially completed by the time specified in Paragraph 3.1 above, plus any extension thereof allowed in accordance with Article 15 of the General Conditions. They also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding, the actual loss suffered by Owner if the Work is not substantially completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty). Contractor shall pay Owner One Hundred Dollars (\$100.00) for each day that expires after the time specified in Paragraph 3.1 for substantial completion. After Substantial Completion, if the Contractor shall neglect, refuse, or fail to complete the remaining work within the time specified in paragraph 3.1 for completion and readiness for final payment or any proper extension thereof granted by Owner, Contractor shall pay Owner One Hundred Dollars (\$100.00)

for each day that expires after the time specified in paragraph 3.1 for completion and readiness for final payment. It is further agreed that such liquidated damages are not a penalty but represent the parties' best estimate of actual damages.

#### ARTICLE 4. CONTRACT PRICE.

In Consideration of the performance of the work in accordance with the Contract documents for this Unit Price Contract, Owner shall pay Contractor in current funds a not-to-exceed total contract price of Seventy-Two Thousand Five Hundred Twenty Dollars and Zero Cents (\$72,520.00), subject to additions and deductions by Change Order approved by the Owner. The contract fee shall be based on materials actually furnished and installed and services actually provided based on the unit prices contained in the Bid Form and Itemized Bid Schedule, included as Exhibit "A" (pages BF-1 -- BS-1) and by this reference made a part of this Agreement.

#### ARTICLE 5. PAYMENT PROCEDURES.

Contractor shall submit Applications for Payment in accordance with Article 15 of the General Conditions. Applications for Payment will be processed through the Engineer as provided in the General Conditions.

- 5.1 Progress Payments. Owner shall make progress payments on the basis of Contractor's Applications for Payment as recommended by Engineer, on or about the 25th day of each month during construction as provided below. All progress payments will be on the basis of the progress of the Work measured by the Schedule of Values provided for in Paragraph 15 of the General Conditions, subject to the cutoff and submittal dates provided in the General Provisions.
  - 5.1.1 During the course of the Contract progress payments will be made in an amount equal to 95% of the Work completed, less in each case the aggregate of payments previously made.
  - 5.1.2 In the event the Contractor makes only one application for payment upon substantially completing the Work, progress payment will be made in an amount equal to 95% of the Work completed. Owner shall withhold five percent (5%) of the work completed as retainage, said retainage to be paid in accordance with the provisions of Paragraph 5.2, Final Payment.
- 5.2 Final Payment. Upon final completion and acceptance of the Work in accordance with Paragraph 15.06 of the General Conditions, Engineer shall recommend payment and present Contractor's Final Application for Payment to the City in accordance with Tennessee Statutes 54-5-122. Before final acceptance of the project as having been finally completed, the contractor shall furnish evidence of payment in full for materials and labor to the City in accordance with Tennessee 54-5-122. When this is done, full settlement may be made with the contractor, but not until thirty (30) day's notice is some newspaper published in the county where the work is done, if there is a newspaper there, and if not, in a newspaper in an adjoining county that

settlement is about to be made and notifying all claimants to file notice of their claims with the officials and the period for filing shall not be less than thirty (30) days after the last published notice. In the event claims are filed, the officials shall withhold a sufficient sum to pay the claims in the same way and manner as is provided for claimants making claims against contractors dealing with the Department of Transportation in accordance with Statutes 54-5-123, and claimants may bring suits against contractors in the way and manner provided in 54-5-124, as suits are brought against contractors dealing with the department. Where claims are allowed by the Courts, Statutes 54-5-125 and 54-5-127 shall be applicable.

#### ARTICLE 6. WITHHELD FUNDS.

Pursuant to Tennessee Statutes Section 66-11-104 et seq., withheld percentages for Contracts exceeding \$500,000.00 will be retained in an account in the name of the Contractor (except when specifically waived in writing by Contractor) which has been assigned to the Owner until the Contract is completely, satisfactorily, and finally accepted by the Owner. Unless a depository is designated by the Contractor in a written attachment hereto, the Contractor's signature hereon shall act as authority for the Owner to designate a retainage depository on behalf of the Contractor, for the purposes specified in Tennessee Statutes Section 66-11-104. The Contractor's signature hereon shall act as an assignment of the depository account to the Owner, as provided by Tennessee Statutes Section 66-11-104 et seq., whether the depository is designated by the Contractor or by the Owner.

#### ARTICLE 7. CONTRACTOR'S REPRESENTATIONS.

In order to induce Owner to enter into this Agreement, Contractor makes the following representations:

- 7.1 Contractor has familiarized himself with the nature and extent of the Contract documents, Work, locality, and with all local conditions and federal, state, and local Laws and Regulations that in any manner may affect cost, progress, or performance of the Work.
- 7.2 Contractor has studied carefully all reports of investigations and test of subsurface and latent physical conditions at the site or otherwise affecting cost, progress, or performance of the Work which were relied upon by Engineer in the preparation of the Drawings and Specifications and which have been identified in the Supplementary Conditions.
- 7.3 Contractor has made or caused to be made examinations, investigations, and test and studies as he deems necessary for the performance of the Work at the Contract price, within the Contract Time, and in accordance with the other terms and conditions of the Contract documents; and no additional examinations, investigations, tests, reports, or similar data are or will be required by Contractor for such purposes.
- 7.4 Contractor has correlated the results of all such observations, examinations, investigations, tests, reports, and data with the terms and conditions of the Contract documents.

- 7.5 Contractor has given Engineer written notice of all conflicts, errors, or discrepancies that he has discovered in the Contract documents and the written resolution thereof by Engineer is acceptable to Contractor.

#### ARTICLE 8. CONTRACT DOCUMENTS.

The Contract documents which comprise the entire agreement between Owner and Contractor are attached to this Agreement, made a part hereof and consist of the following:

- 8.1 This Agreement (Pages SFA-1 to SFA-5, inclusive).
- 8.2 Joint Account Agreement or Letter of Forfeiture waiving same (if applicable)
- 8.3 Exhibit "A" - Bid Form and Bid Schedule.
- 8.4 Affidavit of Drug Free Work Program
- 8.5 Addenda
- 8.6 Performance Bond
- 8.7 Certificates of Insurance, of Workers' Compensation Coverage, and of Unemployment Insurance Coverage.
- 8.8 2013 Standard General Conditions of the Construction Contract (Pages i to 62, inclusive).
- 8.8 Standard Supplementary Conditions (Pages SSC-1 to SSC-16, inclusive).
- 8.9 General Requirements
- 8.10 Special Provisions (Section 01810)
- 8.11 Technical Specifications
- 8.12 Notice of Award.
- 8.13 Notice to Proceed.
- 8.14 Minutes of the Pre-Bid Conference, if any.
- 8.15 Shop Drawings and other Submittals furnished by Contractor during performance of the Work and accepted by the Owner.
- 8.16 Any modifications, amendments, and supplements, including Change Orders, issued pursuant to Article 11 of the General Conditions, on or after the effective date of this Agreement.

8.17 Notice of Substantial Completion.

ARTICLE 9. MISCELLANEOUS PROVISIONS.

9.1 The CONTRACTOR hereby agrees, warrants, and assures compliance with the provisions of Title VI and VII of the Civil Rights Act of 1964 and all other federal statutory laws which provide in whole or in part that no person shall be excluded from participation or be denied benefits of or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the CONTRACTOR on the grounds of handicap and/or disability, age, race, color, religion, sex, national origin, or any other classification protected by federal, Tennessee State Constitutional or statutory law. The CONTRACTOR shall upon request show proof of such non-discrimination and shall post in conspicuous places available to all employees and applicants notices of non-discrimination.

Terms used in this Agreement, which are defined in the General Conditions, shall have the meanings designated in those conditions.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed in one (1) original copy on the day and year first above written.

APPROVED AS TO FORM:

\_\_\_\_\_  
(PROJECT: \_\_\_\_\_)

DATED this \_\_\_\_\_ day of \_\_\_\_\_, 2025

ATTEST:

CONTRACTOR:

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST:

OWNER:  
CITY OF LAKELAND, TENNESSEE  
A Municipal Corporation

By: \_\_\_\_\_

By: \_\_\_\_\_

Cheyenne Carter  
Title: City Recorder

Michael Walker  
Title: City Manager



## Board of Commissioners

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Meeting Cycle: Thursday, February 20, 2025

Subject: **Resolution** - authorizing a contract extension with Ladd's for athletic field maintenance services.

Staff Contact: Andrew Fisher, Parks and Recreation Director

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### **STAFF RECOMMENDATION**

City staff recommends the Board of Commissioners approve Resolution R-27-2025.

### **BUDGET IMPACT**

Funding for this agreement is appropriated in the Fiscal Year 25 Contracted Services fund.

### **DISCUSSION**

Ladd's is an agency with a long track record of turf management and with Certified Sports Field Managers on staff.

Ladd's has provided this service to the City of Lakeland since 2022 for the Brody Townsend Athletic Complex fields.

In April 2021, Lakeland School System "piggybacked" onto the contract between Ladd's and Collierville Schools in accordance with Tennessee Code. The City of Lakeland was eligible to "piggyback" onto this contract as well. Doing so has allowed for city athletic fields to be established as high quality playing surfaces for Lakeland residents.

RESOLUTION R-27-2025

AUTHORIZING A CONTRACT EXTENSION WITH LADD'S FOR ATHLETIC FIELD  
MAINTENANCE SERVICES

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**WHEREAS,** the City of Lakeland, Tennessee, (the "City") desires for the Lakeland Athletic Complex fields at 9661 Memphis Arlington Road to continue to be professionally maintained by certified sports fields managers; and,

**WHEREAS,** Lakeland School System joined the services agreement between Collierville Schools and Ladd's for athletic fields turf management by utilizing the "piggyback" procurement is specifically authorized by Tennessee Code Annotated § 12-3-1201, et seq.; and,

**WHEREAS,** the City utilized the "piggyback" procedure and authorized the City Manager to renew the contract with Ladd's via Resolution R-23-2024; and,

**WHEREAS,** the City desires to extend the contract with Ladd's for an additional year at a price increase of four dollars and zero cents (\$4.00) per mowing per field:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Lakeland, Tennessee, that the City Manager is hereby authorized to extend the current contract for athletic field maintenance services of the Lakeland Athletic Complex by one (1) year, at the increased price, beginning March 1, 2025.

**APPROVED AND ADOPTED** by the Board of Commissioners of the City of Lakeland, Tennessee, this 20<sup>TH</sup> day of February 2025, the public welfare requiring it.

ATTEST:

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Josh Roman  
*Mayor*

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Cheyenne Carter  
*City Recorder*



## **TURF MAINTENANCE AT CITY OF LAKELAND SOCCER COMPLEX**

### **SERVICE LOCATION**

**City of Lakeland Soccer Complex – 9661 Memphis-Arlington Rd, Arlington, Tn 38002**

### **SCOPE OF WORK**

Scope of work to include mowing, over-seeding, aeration, topdressing, fertilizer, and weed treatments as required by the City of Lakeland.

### **CONTRACT**

March 01, 2025 – February 28, 2026, with option to renew the contract for three (3) consecutive one-year terms for a total of four (4) years, if agreeable by all parties. If all parties agree to extend the initial contract beyond the first year, future pricing may not exceed the previous year's Consumer Price Index, not to exceed 5%.

### **BILLING**

Invoices will be submitted monthly and will include cost only for services performed during the month.

### **QUALIFICATIONS**

Ladd's is an industry leading provider of reel/rotary mowers, top dressers, turbine blowers, aerators, and turf equipment in the Southeast. With fifteen (15) years' experience in school administration and athletic field management, Ladd's Athletic Field Services is more than capable of improving the performance and safety of athletic fields while communicating with school personnel to ensure scheduling. We currently have four (4) golf course superintendents on staff, former grounds superintendents, former athletic directors, school administrators, and seventeen (17) service technicians. Ladd's is a 27 million dollar company with locations in Knoxville, Little Rock, Memphis, and Baton Rouge. For references to ensure Ladd's is a reputable company across the Southeast, please ask and we can provide. We understand schools may need to gauge our weight as a company. Honestly, there is not a better company more prepared to handle this service.

### **QUANTITIES**

Ladd's Athletic Field Services has verified measurements. We have spoken with city personnel to ensure mowing locations and determine size and conditions of facilities. In doing so, no price variations will occur on this estimate. Ladd's AFS will submit our proposal and is considered final based on measurements, site visits, and conditions as is.

## SERVICE SPECIFICATIONS AND LEVEL DEFINITIONS

| <b>Level 1: MOWING</b> |                                                                   |
|------------------------|-------------------------------------------------------------------|
| ACTION                 | Mowing                                                            |
| CUT HEIGHT             | .75" – 1" height to cut                                           |
| CYCLE                  | Mowing – Twice per week and as needed outside of contracted dates |

| <b>Level 2: AERATION/TOPDRESS</b> |                               |
|-----------------------------------|-------------------------------|
| ACTION                            | Aerating/Topdress at 1/4 inch |
| CYCLE                             | Once per year in June/July    |

| <b>Level 3: FERTILIZER AND WEED TREATMENT</b> |                                               |
|-----------------------------------------------|-----------------------------------------------|
| ACTION                                        | Fertilize and treat all weeds                 |
| CYCLE                                         | (3) fertilizer (2) pre-emerge (2) post-emerge |
|                                               |                                               |

| <b>Level 4: OVER-SEEDING</b> |                                                         |
|------------------------------|---------------------------------------------------------|
| ACTION                       | Seeding with Perennial Rye 3 Seed Blend with Fertilizer |
| CYCLE                        | Once annually with seed/Fert app included               |

### MOWING

- The mowing season will be defined to run March 1<sup>st</sup> through October 31<sup>st</sup>. Winter mowing will be charged per mowing and not included in contract.
- Mowing of all fields shall be performed using at a height to cut of 1 inch to 1.5 inches.
- Prior to the start of each cutting, the fields will be inspected for large debris or litter that will interfere with the mowing process. Litter will be picked up and removed. Ladd's will not mow litter.
- Any areas too wet to mow will be cut when the area dries or cut by equipment while wet that does not jeopardize the integrity of the turf. If too wet, Ladd's can determine to cut the next mowing cycle.
- Any area that is routinely too wet, will be reported the Chief of Operations, or designee.
- Ladd's does not expect the city to repair any areas that were mowed at such a high rate of speed to cause turf damage.
- High-speed "pivot" turns that damage the turf will not be allowed.
- Ladd's AFS will be responsible for all damage to signs, utilities, or any broken windows/glass caused by Ladd's equipment.

### FERTILIZATION

- An N-P-K fertilizer will be applied at least 3 times annually based on the turf condition and soil sample results. The applications will include a balanced slow-release fertilizer with a minimum of one (1) pound of Nitrogen per 1000 square feet.

#### WEED CONTROL

- Pre-emergent and post-emergent herbicides will be applied as needed to keep the turf 95% weed-free. Pre-emergent herbicides will not be applied in the fall to fields that will be over-seeded with perennial rye seed.
- Ladd's AFS will perform spraying on Johnson University property for both pre and post emergent weed control to include all broadleaf, grass and sedge species considered to be weeds in the area. It is Ladd's AFS responsibility to apply herbicides as necessary to keep all properties weed free throughout the year.
- The herbicide used in treatment of turf will consist of herbicide products that will control all weeds and will not damage Bermuda and Zoysia grasses. Turf grass damage or turf killed by spraying application will be replaced by fully sodding the affected area.

#### OVER-SEEDING

- Perennial Rye for turfgrass will be seeded annually in late Fall according to the recommended application procedures and rates. Seed brand and type will be approved by the Chief of Operations. Rye seed fertilization will be based on as needed.

#### AERATION/TOP DRESSING

- Aeration will be performed with a solid-tine aerator to a minimum depth of 3" prior to topdressing. Irrigation systems will be marked and protected from damage. This service will be scheduled with the Chief of Operations, or designee. Ladd's will top dress each field with topdressing sand at a depth of 3/8 of an inch in late June or early July.

#### DEBRIS REMOVAL

- Litter and debris will be collected by Ladd's turf crew immediately prior to each mowing in fine cut areas. "Litter" will mean branches/limbs, paper, cans, bottles, cigarette butts, and/or other discarded debris or materials on the ground and/or roadside.
- Any litter not collected and subsequently mowed and dispersed through the Ladd's mowing activity shall be immediately collected by the Ladd's personnel before proceeding to the next mowing location.
- Grass clippings or other debris may need to be dumped on-site, out of view.

#### DISPLACEMENT OF CLIPPINGS

- Normal amounts of clippings may be left on the turf. Excessive clippings that would damage turf conditions will be removed or dispersed by Ladd's turf crew before leaving the work site.

#### GENERAL TERMS AND CONDITIONS

##### HOURS OF OPERATION

- Work will be performed between 7:00 a.m. through 3:00 p.m. on Monday-Friday. Occasionally, weather may prohibit work Monday-Friday. Ladd's AFS does not make a habit out of working on weekends; however, rarely work may be performed over weekends or long holiday breaks while school is not in session. These instances will be approved by the Chief of Operations, or designee.
- All services will be coordinated with the Chief of Operations, or designee to ensure services do NOT interfere with school/athletic events. Game/practice schedules are necessary to schedule

field work. All make-up games will also be coordinated with the Chief of Operations, or designee.

#### MATERIALS/EQUIPMENT

- Ladd's AFS will be responsible for the complete performance of all work under this contract; for the methods, means, and equipment used; and for furnishing all materials, tools, and apparatus for every description used in connection to this contract. Ladd's AFS is responsible for providing, maintaining, and transporting all necessary equipment and fuel for its use in connection with the program of mowing described herein.
- All equipment must be maintained in a safe operating condition and will be in proper running order in accordance with applicable laws, rules, and regulations.
- All mowing equipment will have sharp blades so that the grass is cut properly, including keeping the equipment in such condition to avoid fluid leaks on fields.
- The Chief of Operations will have the right to inspect all equipment at any time to ensure compliance with the requirements; however, it will be Ladd's responsibility to ensure that the equipment remains in good working order. Any equipment deemed unsafe by designees will not be used.
- Mower maintenance such as oil changes, hydraulic leaks, etc. are NOT to be performed while on campus.

#### MANAGEMENT, SUPERVISION, AND SAFETY

- Ladd's is responsible for providing fully trained and qualified personnel. Extreme care and caution are to be used in selecting a turf personnel to fulfill contract requirements. The turf manager and crew will be closely monitored by the Ladd's management at each site to detect operational irregularities and non-compliance. The Chief of Operations, or designee, will report any concerns to the turf manager, as well as corporate management.
- The City of Lakeland may remove any employee from campus who endanger persons or property or whose continued employment under this contract is inconsistent with the interest of the city. Ladd's ensures that all employees, crew, or field manager will:
  1. Have a minimum of 3-year mowing/landscaping experience.
  2. Receive routine safety training.
  3. Understand that the City's primary focus is the health and safety of students and staff.
- It is Ladd's Corporate responsibility to oversee the activities of its staff daily, throughout the range of our activities, and does not delay, ignore, or otherwise limit its contractual obligations.
- Ladd's will be responsible for the supervision and direction of work performed by Ladd's employees and will provide a full-time turf manager on the premises to carry out that responsibility.
- The turf manager will have authority to act as agent for Ladd's AFS and will be fully qualified to implement the proposed specifications.
- Ladd's AFS vehicles will be marked with company name.
- Ladd's AFS turf manager and crew will wear a uniform each day. The uniform will have Ladd's affixed thereon in a permanent manner. Any color or color combination will be used.
- All Ladd's personnel will be courteous to students, staff, and visitors while on campus.

#### ACCESSIBILITY OF TURF MANAGER

- Ladd's will supply cell phone numbers, daytime office numbers, and fax numbers of the turf manager supervising this contract.

- Ladd's turf manager should communicate weekly on schedules and field conditions. Any complaints or concerns will be made to the Chief of Operations, or designee.

### Turf Maintenance at Lakeland Athletic Complex Fields Bid Pricing Sheet

| Location       | Level 1<br>Mowing (per field) | Level 2<br>Aerify/Topdress<br>(per field) | Level 3<br>Fert/Weed Control<br>(per acre)     | Level 4<br>Over-Seed (per field) |
|----------------|-------------------------------|-------------------------------------------|------------------------------------------------|----------------------------------|
| Soccer Field 1 | \$155.00                      | \$6,272.00                                | Fert \$320.00<br>Pre \$350.00<br>Post \$350.00 | \$4,161.00                       |
| Soccer Field 2 | \$155.00                      | \$6,6272.00                               | Fert \$320.00<br>Pre \$350.00<br>Post \$350.00 | \$4,161.00                       |
| <b>*TOTALS</b> | <b>\$310.00</b>               | <b>\$12,544.00</b>                        | <b>TBD</b>                                     | <b>\$8,322.00</b>                |

\* Pricing is based on a cost per service for each field or per acre as listed.

\_\_\_\_\_  
Ladd's Athletic Field Services

\_\_\_\_\_  
Date

\_\_\_\_\_  
City of Lakeland

\_\_\_\_\_  
Date

Meeting Cycle: Thursday, February 20, 2025

Subject: **Resolution** - accepting Lot 9 in the Lakeland Town Square development (formerly known as Lakeland Commons) and authorizing the City Manager and the City Attorney to execute necessary documents.

Staff Contact: Emily Harrell, City Engineer

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**STAFF RECOMMENDATION**

City Staff recommends the Board of Commissioners approve Resolution R-180-2024.

**BUDGET IMPACT**

There is no budgetary impact from this item.

**DISCUSSION**

The Lakeland Town Square Planned Development was approved with two civic lots, Lot 8 and Lot 9. The Board of Commissioners approved the dedication of Lot 8 to the City on November 7, 2024. While there has been discussion at previous Board meetings about Lot 9, no action has been taken by the City to accept ownership of Lot 9.

On October 10, 2024, the developer submitted a site plan application to the Municipal Planning Commission proposing the construction of an open air pavilion on Lot 9, which was approved. A permit application was also filed with Shelby County for the construction of the pavilion. The developer plans to construct the pavilion only if Lot 9 remains privately owned. If the City accepts ownership of Lot 9, all improvements and maintenance of the property will be at the cost of the City.

RESOLUTION R-180-2024

ACCEPTING LOT 9 IN THE LAKELAND TOWN SQUARE DEVELOPMENT  
(FORMERLY KNOWN AS LAKELAND COMMONS) AND AUTHORIZING THE CITY  
MANAGER AND THE CITY ATTORNEY TO EXECUTE NECESSARY DOCUMENTS

---

**WHEREAS,** the Developer of the Lakeland Town Square project agreed to dedicate to the City of Lakeland, Tennessee (the “City”) two parcels which were identified on the October 12, 2018 master plan for the Tax Increment Financing (“TIF”) as Dedication Parcel A and Dedication Parcel B; and,

**WHEREAS,** Dedication Parcel B is also shown as Lot 9 on the General Development Plan for the project; and,

**WHEREAS,** the Board of Commissioners of the City of Lakeland, Tennessee (the “Board”) recognizes the utility and benefits of accepting Lot 9 (formerly known as Dedication Parcel B); and,

**WHEREAS,** the Board hereby authorizes the City Manager and City Attorney to execute all necessary documents to accept the dedication of Lot 9 at no cost to the City:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Lakeland, Tennessee, that the Board hereby authorizes the City Manager and City Attorney for the City of Lakeland, Tennessee, to execute all necessary documents to accept the dedication of Lot 9 at no cost to the City.

**APPROVED AND ADOPTED** by the Board of Commissioners of the City of Lakeland, Tennessee this 6<sup>th</sup> day of February 2025, the public welfare requiring it.

ATTEST:

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Josh Roman  
Mayor

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Cheyenne Carter  
City Recorder



**Application for Site Plan Approval**

Case No. \_\_\_\_\_ Date of Application September 5, 2024

Name of Applicant Lakeland Commons, LLC (Vince Smith Jr.)

Address 355 Tara Ln., Memphis, TN 38111

Daytime Telephone Number (901) 489-5896 Fax Number \_\_\_\_\_

E-mail kakivs@gmail.com

Name of Property Owner Applicant

Address \_\_\_\_\_ Telephone Number \_\_\_\_\_

Name of Project Planning/Engineering Firm Integrated Land Solutions, PLLC

Name of Project Manager or Contact Person Cory Brady, PLA, AICP

Address 9967 Bentwood Creek Cv., Collierville, TN 38017

Telephone Number (901) 493-6996 Fax Number \_\_\_\_\_

E-mail corybrady@gmail.com

Name of Development Lakeland Commons, PMUD Parcel ID# L0150 00568

Location of Development Area B, Lot 9

Acreage 0.283 Acres Zoning District(s) PMUD (AG) Multiple Phases? \_\_\_\_\_ Check if YES

Total Gross Building Area \_\_\_\_\_ Floor Area Ratio (FAR) \_\_\_\_\_ No. of Parking Spaces Shared (Ex)

Amount of Open Space N/A Acres Open Space as Percent of Total Acreage N/A %

Have any variances been granted by the Board of Zoning Appeals? \_\_\_\_\_ If yes, provide description and date(s).

Approval requested (Check One): Preliminary ☐ Final ☒

Date of Preliminary Site Plan approval, if applicable \_\_\_\_\_

  
Applicants Signature

Sept. 26. 2024  
Date

Property Owners Signature (if different from applicant)

Date

**CITY OF LAKELAND**  
10001 Highway 70  
Lakeland, TN 38002  
Office: (901) 867-2716 Fax: (901) 867-2063  
Email: Lwest@lakelandtn.org

[www.lakelandtn.gov](http://www.lakelandtn.gov)

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### PRE-APPLICATION CONFERENCE WITH CITY STAFF

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At least thirty (30) days prior to filing any application for a Planned Development, the prospective applicant shall request a pre-application conference with the City.

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### SUBMITTAL AND MEETING TIMELINE

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All applications must be submitted Thirty (30) days prior to the meeting of the Municipal Planning and Design Review Commission (MPDRC). The MPDRC meets on the second Thursday of every month unless otherwise posted. For the initial submittal, Three full size plan sets (24" x 36") as well as a digital copy of the application and accompanying plans are required. Additional plan sets may be required after subsequent staff review.

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### FEES

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#### Municipal Planning Commission

|                                 |            |
|---------------------------------|------------|
| <u>0 — five (5) acres</u>       | \$500.00   |
| <u>Six (6) — ten (10) acres</u> | \$750.00   |
| <u>Over ten (10) acres</u>      | \$1,000.00 |

#### Design Review Commission

|                                |                        |
|--------------------------------|------------------------|
| <u>Less than one (1) acre</u>  | \$200.00               |
| <u>One (1) — two (2) acres</u> | \$300.00               |
| <u>More than 2 acres</u>       | \$400.00+\$20.00/ acre |
| <u>sign/fence</u>              | \$100.00               |
| <u>Appeal to DRC</u>           | \$200 (Ord. 09-138)    |

# INTEGRATED LAND SOLUTIONS, pllc

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planning ▪ design ▪ landscape architecture

September 25, 2024

Paul Luker, AICP  
Planning Director  
City of Lakeland  
10001 Highway 70  
Lakeland, TN 38002

Re: Request for Site Plan Approval  
Lakeland Commons Planned Mixed-Use Development (Lot 9, Area B)

Mr. Luker,

On behalf of the property owner and developer, I am requesting final site plan approval to permit an open-air, wood structured pavilion upon Lot 9, Area B of the Lakeland Commons PMUD as recorded in PB 296, PG 16 at the Shelby County Registers Office. The MLGW assigned address is 9791 Shady Village Lane. The proposed pavilion represents the final phase of development for the Lakeland Town Square. Upon approval and completion of construction, Lot 9, as improved, will be transferred to the City of Lakeland in accordance with all prior resolutions.

Please find enclosed the architectural elevations, materials composition, and landscape specifications for your review. Aside from minor cut and shift, no major grading or drainage improvements are required or proposed. The wood framed structure will be erected "on-grade" with no need for sewer, water or gas connection. Ambient lighting will be provided by a series of low voltage LED "string lights" as illustrated on the architectural renderings and the surrounding parking areas are adequately lighted by existing fixtures. Parking for the proposed business will be provided through the facility's existing shared parking arrangement with no additional spaces necessary. The landscape requirements outlined by the Lakeland Commons PMUD are met and a automated irrigation system will be installed accordingly.

Again, on behalf of the property owner and applicant, we look forward to discussing this proposal with staff and planning commission. If you should have any questions please do not hesitate to contact me at corybrady@gmail.com\_or (901) 493-6996.

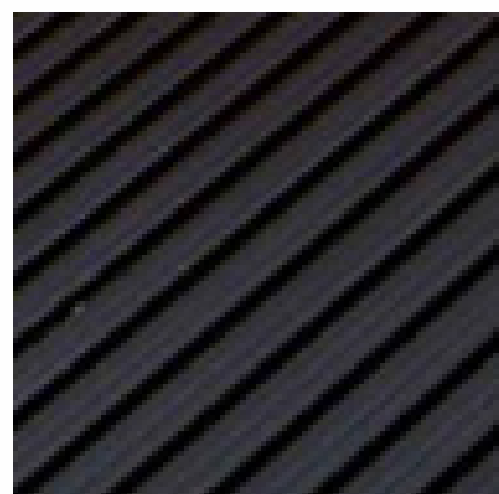
Respectfully,



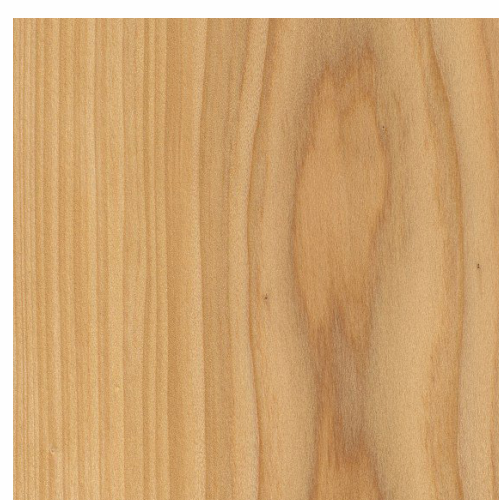
Cory Brady, PLA, AICP  
Integrated Land Solutions, pllc



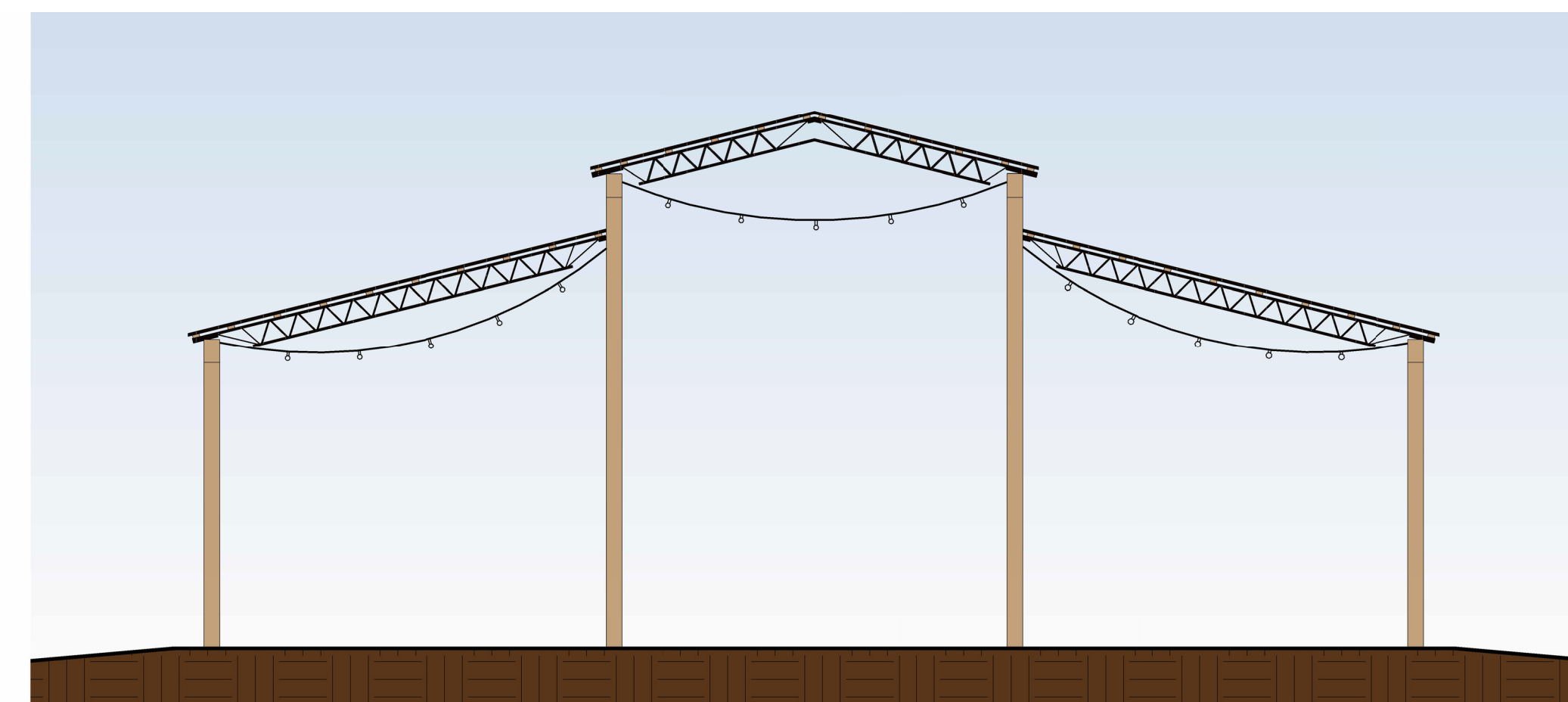
EXTERIOR GRADE  
STRING LIGHTS



MBCI STANDING SEAM  
METAL PANEL ROOFING  
12" CLEAR, COLOR:  
MIDNIGHT BRONZE

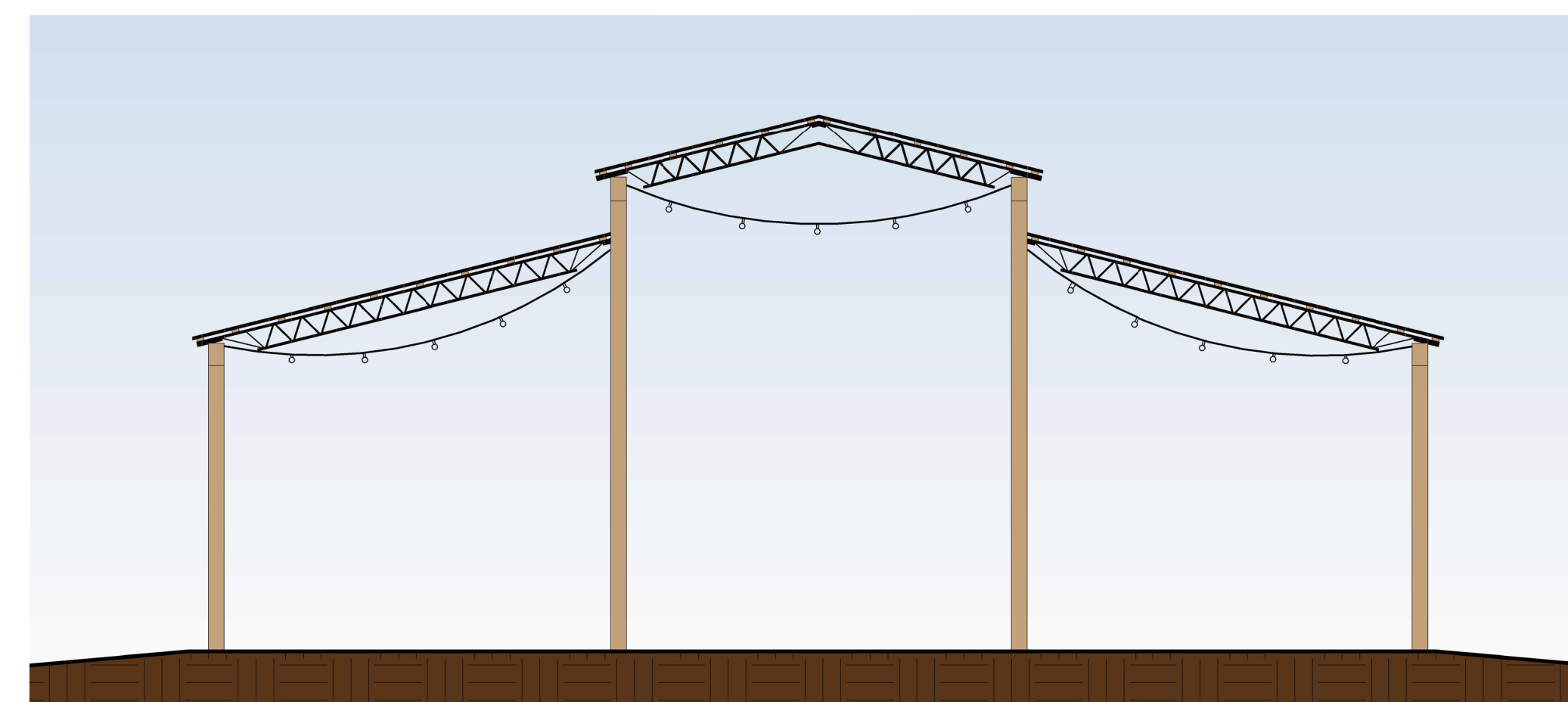


HEAVY TIMBER COLUMNS



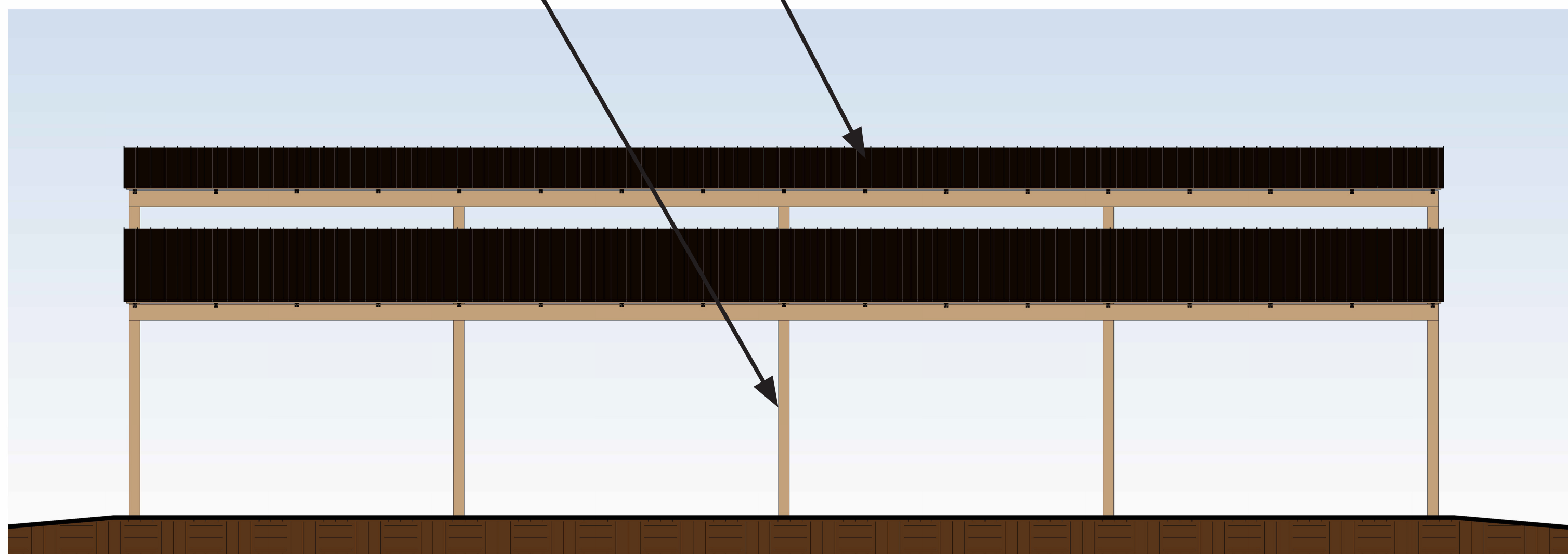
ELEVATION - WEST

1/8" = 1'-0"

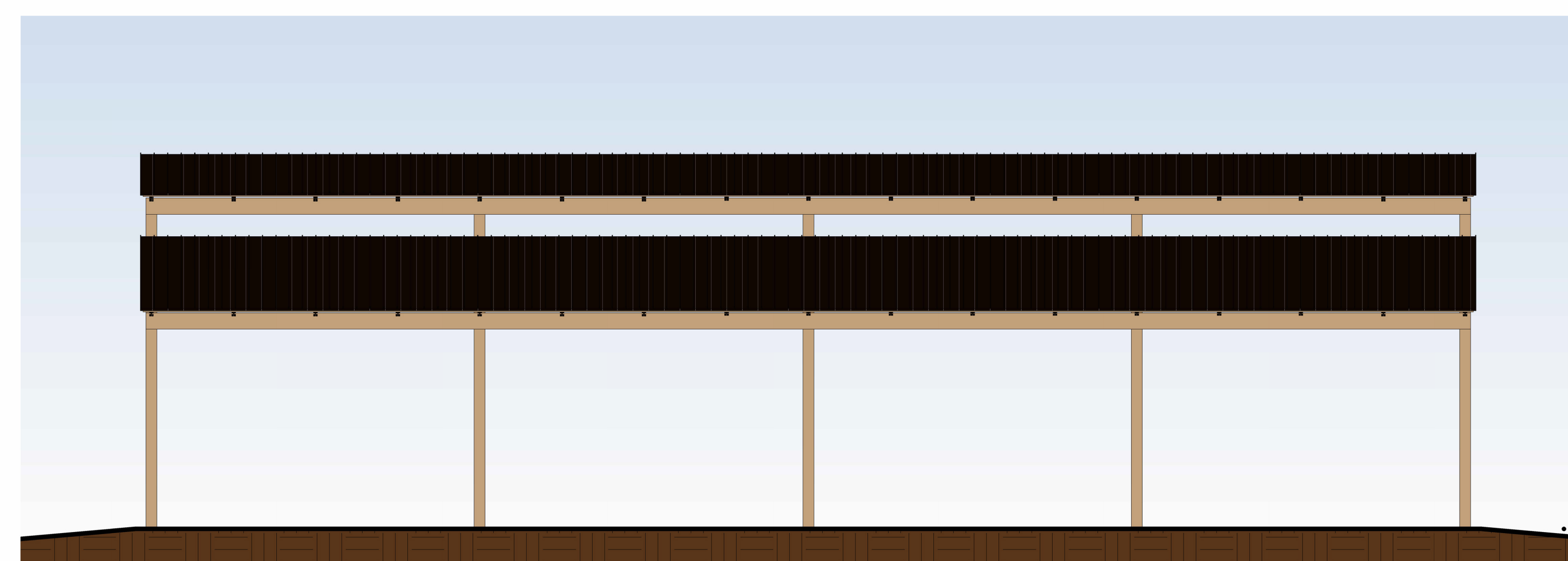


ELEVATION - EAST

1/8" = 1'-0"



ELEVATION - NORTH



ELEVATION - SOUTH

URBANARCH ASSOCIATES  
DRC SUBMITTAL  
JOB: 24033  
DATE: 09/10/24  
SCALE: 1/8" = 1'-0"

# LAKELAND PAVILION

LOT 9 AREA B SHADY VILLAGE LANE  
LAKELAND COMMONS PH.2  
LAKELAND, TN 38002

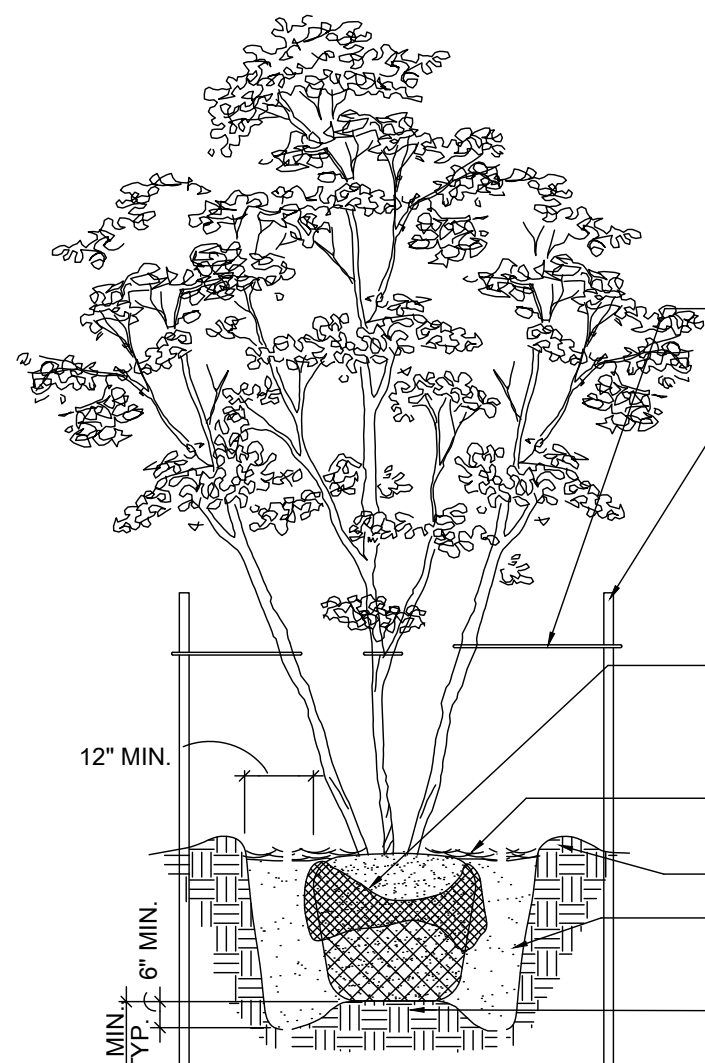
Urban  
**ARCH**  
associates, pc

GENERAL NOTES

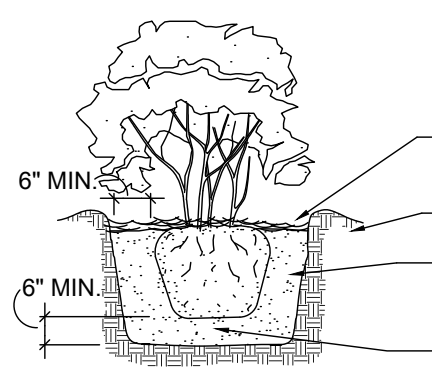
- This landscape plan was prepared using data provided by other professionals. This landscape plan intended to provide tree, shrub, and groundcover specifications only. Please refer to the civil engineer's and/or architect's plans as necessary for site related details and specifications. No guarantee of accuracy pertaining to the site plan elements illustrated is expressed or conveyed.
- All plant material shall conform to the standards of the "American Standard For Nursery Stock" as published by the American Association of Nurserymen.
- All trees, shrubs and ground covers shown on the landscape plan shall be installed as the species specified in the plant schedule unless requested in writing by the owner who reserves the right to substitute similar plant material. Subject to approval by the municipality.
- The landscape architect and the owner reserves the right to reject any or all planting materials which in their opinion do not appear to fit for this planting installation.
- Any substitutions or changes must be approved by the landscape architect.
- The plant quantities illustrated on the plan shall supersede the quantities listed in the plant schedule. The contractor shall be responsible for verification of plant quantities.
- Plant spacing is approximate. Space all shrubs equally to fill the intended space using the quantity illustrated.
- Plant sizes are minimums. The contractor shall meet all size requirements listed. No undersized plant material will be accepted. Any substitutions must be approved by the owner, landscape architect, and municipality.
- The landscape contractor shall locate a source for all planting materials prior to submitting a bid. A minimum of 1 in 10 plants of each plant species shall have a label attached providing the common and scientific name of said plant.
- All plants shall be vigorous, healthy material free of pests and disease. Use appropriate fertilizers in recommended quantities.
- The landscape contractor shall provide a one-year warranty on all materials from date of installation. The landscape contractor or the owner's designee shall be responsible for maintenance for one year. The name and contact information for the responsible party must be on file with the landscape inspector. The property owner is required by municipal ordinance to maintain the landscaping and grassed areas in good condition, thereafter.
- It is the landscape contractor's responsibility to verify with the general contractor that the subgrade preparation has been completed and four (4) inches of topsoil has been placed on all proposed lawn areas and planting beds. The landscape contractor shall not begin any planting / installation until the general contractor has completed the subgrade work and the topsoil has been installed.
- Any material that dies or defoliates prior to acceptance of the work will be promptly removed and replaced. Replacements shall also be guaranteed for a period of one year from date of installation.
- Utility locations illustrated are conceptual. The landscape contractor shall have all utilities located and identified prior to installation of any plant materials. Landscape material shall be adjusted accordingly where conflicts exist.
- The contractor assumes responsibility for any damages to such utilities incurred by his company. One Call= 811
- Prior to installation of sod, all proposed lawn areas shall be disked and raked smooth to a uniform grade as shown on the grading plan, be free of weeds and other debris, and the area fertilized as specified. After installation, sod shall be rolled at a sufficient rate to promote adequate root growth. All sod shall be laid within 24 hours of arriving at the site.
- Prior to the installation of any plant material, all bed areas shall be amended to provide a planting soil mix composed of 2/3 existing topsoil and 1/3 pro-mix, garden mix or equal. If the existing soil is composed of primarily clay, the existing soil shall be removed at a depth of 18" and replaced with pro-mix, garden mix or equal and tilled under to a 24" depth.
- A pre-emergent herbicide shall be applied to all shrub beds prior to the installation of plant material. The herbicide is to be applied per manufacturer's specifications and all state and local codes. Advise the owner of herbicide type and quality prior to application.
- Adjustments may be made to the plan to adapt to actual field conditions, avoid utility conflicts, or the obstruction of the sight triangle at access points or intersections.
- Mulch tree and shrub planting areas 3" deep immediately after installation. Thoroughly water mulched areas. After watering, rake mulch to provide a uniform finished surface.
- All plantings shall be thoroughly watered at the time of planting and as often thereafter as needed to keep the vegetation adequately hydrated.
- Stake / guy all trees only when necessary. When high winds or other conditions occur, the landscape contractor shall take whatever precautions he deems necessary to protect the survival and appearance of the plants. All ties must be removed at the end of the one-year warranty period.
- A 6-inch shovel cut bed edge shall be maintained along all landscape bed and tree well perimeters.
- No shrub or tree shall be planted within 3 feet of any fire hydrant, electrical transformer or mechanical unit. Adjust plant material as necessary accommodate actual field condition.
- Seasonal color and groundcover quantities refer to square footage. Space as required for species.
- Any areas that are not specified for plant material shall be covered with seed or sod as specified, including the area between the property line and the edge of pavement. These areas shall be properly loosened and amended to promote growth.
- Any banks, drainage ditches, or swales, must have a finished grade, be stabilized with sod, erosion control mat, stand of grass from seed or other approved technique, provide positive drainage with no pooling, and be easily maintained post construction. Coordinate with civil engineering plans and specifications.
- The contractor shall strictly follow ordinances, approved plans, planting details and notes.
- Adjust planting beds as needed to provide for and maintain proper positive drainage.
- All disturbed areas shall be seeded or sodded as specified.
- All ground mounted equipment or meters must be screened by landscaping, fencing or other approved measures to the satisfaction of staff, unless the equipment is required to maintain visibility and access, or adhere to other codes. Additional plant material may be required to screen utility equipment not shown on these plans.
- A fully automated, professionally designed irrigation system shall be installed having proper head to head coverage.
- Keep all irrigation lines and apparatus and landscape materials within the property boundaries, and out of city right-of-way. Except as otherwise required.
- Adjust irrigation spray to limit waste of water and prevent spray into street.
- Backflow preventers shall be located in the general location illustrated on the landscape plan. Incorporate the lowest profile cover available and screened with evergreen shrubs. Faux stone covers shall be prohibited.**

LINE & CURVE DATA:

| TAG  | LENGTH | DIRECTION       | RADIUS  | DELTA       | CH LENGTH | CH DIRECTION    |
|------|--------|-----------------|---------|-------------|-----------|-----------------|
| (L1) | 16.50' | S 15° 30' 29" E |         |             |           |                 |
| (C1) | 71.27' |                 | 282.50' | 14° 27' 15" | 71.08'    | S 73° 45' 49" W |
| (C2) | 3.93'  |                 | 2.50'   | 89° 59' 59" | 3.54'     | S 60° 30' 29" E |
| (C3) | 22.78' |                 | 14.50'  | 89° 59' 45" | 20.51'    | N 29° 29' 39" E |



MULTI-TRUNK TREE



SHRUB

SITE DATA:

TOTAL SITE AREA: 12,322 SF/ 0.283 AC  
BUILDING AREA: ±4,212 SF  
FLOOR AREA RATIO: 0.34

PLANT SCHEDULE

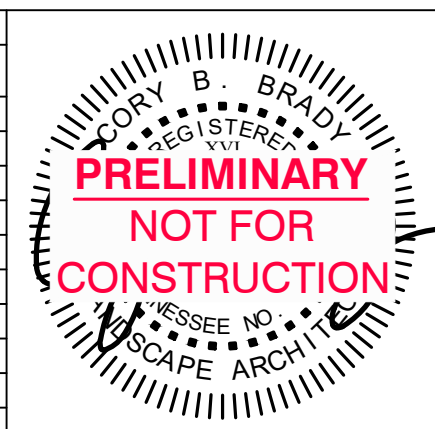
| CODE                 | QTY       | COMMON / BOTANICAL NAME                                     | SIZE      | ROOT | REMARKS  |
|----------------------|-----------|-------------------------------------------------------------|-----------|------|----------|
| <b>TREES</b>         |           |                                                             |           |      |          |
| AA2                  | 2         | Autumn Blaze Freeman Maple / Acer x freemanii 'Jeffersd' TM | 2" Cal.   | B&B  |          |
| CO                   | 1         | Oklahoma Redbud / Cercis canadensis texensis 'Oklahoma'     | 1.5" Cal. | B&B  |          |
| PY                   | 3         | Yoshino Cherry / Prunus x yedoensis                         | 1.5" Cal. | B&B  |          |
| QP                   | 4         | Willow Oak / Quercus phellos                                | 2" Cal.   | B&B  |          |
| <b>SHRUBS</b>        |           |                                                             |           |      |          |
| HO                   | 14        | Stella de Oro Daylily / Hemerocallis x 'Stella de Oro'      | 1 gal.    | Pot  | 18" o.c. |
| IS5                  | 6         | Soft Touch Japanese Holly / Ilex crenata 'Soft Touch'       | 3 gal.    | Pot  | 24" o.c. |
| <b>GROUND COVERS</b> |           |                                                             |           |      |          |
| SOD                  | 13,361 sf | Bermuda Grass / Cynodon dactylon '419 Hybrid'               |           | sod  |          |

DRAFT

NOTE:  
THIS PLAN IS INTENDED TO SPECIFY PLANT MATERIAL ONLY. REFER TO ARCHITECTURAL AND/OR CIVIL ENGINEERS PLANS FOR ALL SITE AND/OR BUILDING ELEMENTS SHOWN.



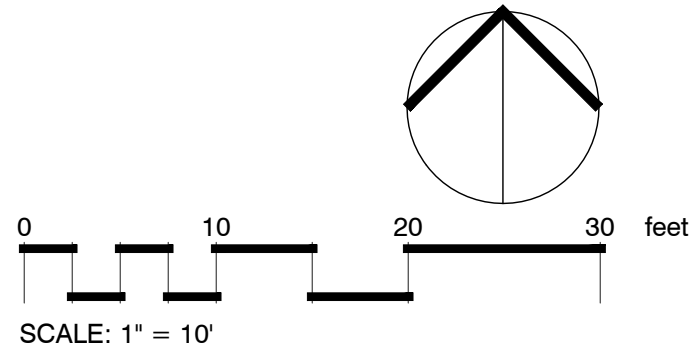
| REVISION |                       |               |
|----------|-----------------------|---------------|
| ITEM NO. | DESCRIPTION OF CHANGE | APPROVAL DATE |
|          |                       |               |
|          |                       |               |
|          |                       |               |
|          |                       |               |
|          |                       |               |
|          |                       |               |
|          |                       |               |
|          |                       |               |
|          |                       |               |



LAKELAND COMMONS, PMUD  
AREA B, LOT 9  
LAKELAND COMMONS, LLC 355 TARA LANE MEMPHIS, TN 38111

UTILITY LEGEND (Where Applicable)

- SS = SANITARY SEWER SERVICE LINE
- G = NATURAL GAS LINE
- E = ELECTRIC LINE
- W = WATER MAIN LINE
- W = FIRE PROTECTION LINE
- SD = STORM DRAIN
- SD = STORM DRAIN MANHOLE
- SS = SANITARY SEWER MANHOLE
- FH = FIRE HYDRANT
- T = ELECTRICAL TRANSFORMER



SHEET 1 OF 1  
DIVISION OF PLANNING  
**LANDSCAPE PLAN**  
4826 VILLAGE MARKET LANE  
LAKELAND, TENNESSEE  
SURVEY: MLS DATE: 05-20-15  
DESIGNED BY: ILS, PLLC  
DRAWN BY: CBB DATE: 09/25/2024 BOOK:  
CHECKED BY: CBB DATE: 09/25/2024 SCALE: 1" = 10'-0"



| LAKELAND COMMONS-PH. 2<br>LOT CURVE TABLE |         |           |           |              |                 |
|-------------------------------------------|---------|-----------|-----------|--------------|-----------------|
| CURVE #                                   | LENGTH  | RADIUS    | DELTA     | CHORD LENGTH | CHORD DIRECTION |
| C1                                        | 47.12'  | 30.00'    | 90°00'05" | 42.43'       | S68°27'46"E     |
| C2                                        | 103.54' | 162.00'   | 36°37'11" | 101.79'      | S5°09'08"E      |
| C3                                        | 20.70'  | 238.00'   | 4°58'58"  | 20.69'       | S10°39'58"W     |
| C4                                        | 98.36'  | 238.00'   | 23°40'42" | 97.66'       | S3°39'52"E      |
| C5                                        | 128.35' | 523.00'   | 14°03'39" | 128.03'      | S22°32'03"E     |
| C6                                        | 106.77' | 462.00'   | 13°14'30" | 106.54'      | S22°56'38"E     |
| C7                                        | 47.50'  | 14416.60' | 0°11'20"  | 47.50'       | S73°59'54"W     |
| C8                                        | 338.89' | 5190.00'  | 3°44'28"  | 338.83'      | S72°13'20"W     |
| C9                                        | 339.13' | 1527.00'  | 12°43'29" | 338.43'      | S63°59'21"W     |
| C10                                       | 58.66'  | 1527.00'  | 2°12'03"  | 58.65'       | S56°31'35"W     |
| C11                                       | 157.18' | 5100.00'  | 1°45'57"  | 157.18'      | S56°18'32"W     |
| C12                                       | 81.98'  | 14416.60' | 0°19'33"  | 81.98'       | N73°26'20"E     |
| C17                                       | 71.27'  | 282.50'   | 14°27'15" | 71.08'       | S73°45'49"W     |
| C18                                       | 171.39' | 323.09'   | 30°23'38" | 169.39'      | S81°51'18"W     |
| C19                                       | 32.99'  | 21.00'    | 90°00'01" | 29.70'       | N40°32'32"W     |
| C21                                       | 109.95' | 559.50'   | 11°15'35" | 109.77'      | N67°10'11"E     |
| C22                                       | 31.20'  | 21.00'    | 85°06'48" | 28.41'       | S46°00'44"E     |
| C23                                       | 83.10'  | 238.00'   | 20°00'23" | 82.68'       | S13°27'32"E     |
| C24                                       | 47.12'  | 30.00'    | 89°59'55" | 42.43'       | S21°32'14"W     |
| C30                                       | 94.50'  | 217.50'   | 24°53'41" | 93.76'       | N78°59'02"E     |
| C31                                       | 161.14' | 5127.00'  | 1°48'03"  | 161.14'      | N56°19'35"E     |
| C32                                       | 390.75' | 1500.00'  | 14°55'32" | 389.65'      | N62°53'19"E     |
| C33                                       | 337.13' | 5163.00'  | 3°44'28"  | 337.07'      | N72°13'20"E     |
| C34                                       | 198.98' | 14443.60' | 0°47'22"  | 198.98'      | N73°41'53"E     |
| C35                                       | 76.00'  | 14416.60' | 0°18'07"  | 76.00'       | N73°45'10"E     |
| C36                                       | 117.42' | 597.50'   | 11°15'35" | 117.23'      | N67°10'11"E     |
| C39                                       | 3.93'   | 2.50'     | 89°59'59" | 3.54'        | S60°30'29"E     |
| C40                                       | 22.78'  | 14.50'    | 89°59'45" | 20.51'       | N29°29'39"E     |
| C41                                       | 44.61'  | 162.00'   | 15°46'38" | 44.47'       | S7°36'54"E      |
| C42                                       | 33.41'  | 21.00'    | 91°09'27" | 30.00'       | S45°51'09"W     |
| C43                                       | 51.48'  | 282.50'   | 10°26'25" | 51.41'       | S86°12'39"W     |
| C44                                       | 3.02'   | 14.50'    | 11°54'52" | 3.01'        | N21°27'39"W     |
| C45                                       | 186.40' | 382.50'   | 27°55'16" | 184.56'      | N80°29'50"E     |
| C46                                       | 32.99'  | 21.00'    | 89°59'59" | 29.70'       | N49°27'28"E     |
| C47                                       | 109.70' | 447.00'   | 14°03'39" | 109.42'      | S22°32'03"E     |
| C48                                       | 124.34' | 538.00'   | 13°14'30" | 124.06'      | S22°56'38"E     |

| LAKELAND COMMONS - PH. 2<br>LOT LINE TABLE |         |             | LAKELAND COMMONS - PH. 2<br>LOT LINE TABLE |         |             | LAKELAND COMMONS - PH. 2<br>LOT LINE TABLE |         |             |
|--------------------------------------------|---------|-------------|--------------------------------------------|---------|-------------|--------------------------------------------|---------|-------------|
| LINE #                                     | LENGTH  | DIRECTION   | LINE #                                     | LENGTH  | DIRECTION   | LINE #                                     | LENGTH  | DIRECTION   |
| L1                                         | 74.97'  | N26°11'49"W | L21                                        | 49.80'  | N7°36'28"E  | L47                                        | 72.98'  | N72°47'59"E |
| L2                                         | 111.04' | N24°00'16"E | L22                                        | 65.16'  | N53°53'05"E | L48                                        | 57.52'  | N61°32'24"E |
| L3                                         | 84.36'  | N11°06'38"W | L23                                        | 20.53'  | N14°45'00"E | L49                                        | 38.00'  | N85°58'13"W |
| L4                                         | 79.45'  | N38°15'18"E | L24                                        | 29.35'  | N30°50'26"W | L50                                        | 38.00'  | S85°58'13"E |
| L5                                         | 87.89'  | N53°45'39"E | L25                                        | 44.14'  | N30°50'26"W | L54                                        | 10.00'  | S23°27'49"E |
| L6                                         | 86.80'  | N31°45'37"E | L26                                        | 27.63'  | N20°56'51"W | L55                                        | 24.00'  | S23°27'49"E |
| L7                                         | 58.77'  | N23°57'28"E | L27                                        | 110.59' | N15°44'48"W | L56                                        | 58.05'  | S13°48'44"E |
| L8                                         | 60.92'  | N18°02'28"E | L28                                        | 21.00'  | N23°27'49"W | L57                                        | 146.70' | N74°31'10"E |
| L9                                         | 27.94'  | N51°26'20"E | L29                                        | 57.55'  | S23°27'43"E | L58                                        | 143.27' | S15°29'58"E |
| L10                                        | 84.96'  | N84°57'08"E | L30                                        | 0.81'   | S13°09'27"W | L59                                        | 65.47'  | N73°04'24"E |
| L11                                        | 53.84'  | N54°53'24"E | L31                                        | 81.30'  | S16°19'23"E | L60                                        | 142.38' | S15°37'52"E |
| L12                                        | 134.45' | N35°11'40"E | L34                                        | 72.94'  | N66°32'11"E | L61                                        | 47.75'  | S15°30'03"E |
| L13                                        | 67.28'  | N73°25'06"E | L35                                        | 25.30'  | S85°58'13"E | L62                                        | 57.05'  | N74°29'44"E |
| L14                                        | 21.73'  | N29°09'20"E | L38                                        | 82.15'  | S88°34'08"E | L63                                        | 16.50'  | S15°30'29"E |
| L15                                        | 30.57'  | N17°06'54"E | L39                                        | 57.55'  | S23°27'43"E | L64                                        | 66.32'  | N15°30'13"W |
| L16                                        | 51.57'  | N15°40'26"E | L41                                        | 36.85'  | N61°32'24"E | L65                                        | 113.00' | N74°29'32"E |
| L17                                        | 40.75'  | N14°43'29"W | L42                                        | 71.75'  | N72°47'59"E | L66                                        | 16.64'  | S85°32'32"E |
| L18                                        | 55.17'  | N42°39'21"W | L44                                        | 27.18'  | N26°11'49"W | L67                                        | 116.79' | S66°32'11"W |
| L19                                        | 75.31'  | N19°48'47"E | L45                                        | 27.87'  | S2°23'36"E  | L68                                        | 89.69'  | N88°34'08"W |
| L20                                        | 133.84' | N6°06'02"E  | L46                                        | 38.02'  | S15°20'45"E |                                            |         |             |

| LAKELAND COMMONS P.D.<br>LOT AREA SETBACKS |                    |      |               |
|--------------------------------------------|--------------------|------|---------------|
| AREA                                       | FRONT              | SIDE | REAR          |
| A                                          | 50-US 70<br>25-VML | 20   | 25            |
| A-1                                        | 50-US 70<br>25-VML | 20   | 25            |
| B                                          | 40-S.T.<br>10-SVL  | 20   | 20            |
| C                                          | 50-M/A<br>9-VML    | 25   | 25            |
| D                                          | 50-M/A<br>9-VML    | 20   | ZONE 2<br>SMB |

US 70 - U.S. HWY. 70  
VML - VILLAGE MARKET LANE  
SVL - SHADY VILLAGE LANE  
M/A - MEMPHIS/ARLINGTON RD  
ST - SEEDTICK RD.

| LAKELAND COMMONS P.D.<br>LOT AREAS |           |       |
|------------------------------------|-----------|-------|
| LOT #                              | SIZE(ac.) | AREA  |
| 1                                  | 8.78      | D     |
| 2                                  | 10.25     | B & C |
| 3                                  | 1.89      | A1    |
| 4                                  | 1.02      | A     |
| 5                                  | 1.22      | A     |
| 6                                  | 1.22      | A     |
| 7                                  | 1.67      | A     |
| 8                                  | 0.81      | B     |
| 9                                  | 0.28      | B     |
| 10                                 | 7.54      | D     |
| TOTAL                              | 34.68     |       |

FINAL PLAT  
**LAKELAND COMMONS PLANNED  
MIXED USE DEVELOPMENT  
AREA B & D - PHASE 2**

LAKELAND, TENNESSEE  
DIST. 01- BLOCK 50- PARCEL 479  
TOTAL AREA: 1,510,456 SF, (34.68 ACRES)  
TOTAL LOTS: 8, EX. ZONING: AG (PMUD Overlay)

DATE: APRIL, 2022 SCALE: 1"= 100'

DEVELOPER: LAKELAND COMMONS L.L.C.  
ADDRESS: 355 TARA LANE,  
MEMPHIS, TN 38111

22047593-  
04/27/2022 12:52:42 PM  
BK 296 PG 16  
Shelandra Y. Ford  
REGISTER OF DEEDS SHELBY COUNTY TENNESSEE



CERTIFICATE OF ENGINEER  
State of Tennessee  
County of Shelby

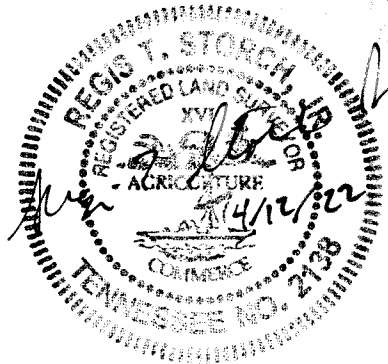
I, Wesley Woolbridge, a Professional Engineer, do hereby certify that the design of public and private improvements provided for in the Preliminary Plat / Construction Plans / Final Plat (whichever is applicable) are in accordance with acceptable engineering practices, the Tennessee Department of Environment and Conservation, City of Lakeland Manual for Public Works and Materials Specifications, and all City of Lakeland ordinances, including Subdivisions.

In witness whereof, I the said Wesley Woolbridge, a Professional Engineer, hereunto set out hand and affix my seal this 9th day of April, 2022.  
Tennessee Registration No. 184878  
Professional Engineer



CERTIFICATE OF SURVEYOR (EXTERIOR BOUNDARY ONLY)  
State of Tennessee  
County of Shelby

I, REGIS T. STORCH, JR., hereby certify that this plat was prepared from notes taken during an actual survey made by me during the month of DECEMBER, 2018, and that this Plat or Site Plan correctly represents said survey. All bearings are referenced to the 1983 Tennessee State Plane Coordinate System; all new property corners are marked in accordance with Lakeland Subdivision Standards; the precision of the unadjusted survey is 1:10,000 or greater and all special flood hazard areas are properly located as per the latest Flood Insurance Rate Map. All dimensions are expressed in feet and decimals. All bearings, distances, and field information are true and correct to the best of my knowledge. In witness whereof, I the said REGIS T. STORCH, JR., a Land Surveyor, hereunto set out hand and affix my seal this 2th day of APRIL, 2022.  
Tennessee Registration No. 2138



CERTIFICATE OF MUNICIPAL PLANNING COMMISSION APPROVAL -  
SUBDIVISION

I, JEFF ADAMS, do hereby certify that the City of Lakeland Municipal Planning Commission has approved this Preliminary / Final Plat (whichever is applicable). The signing of this certificate shall in no way be deemed to constitute or effect an acceptance of the dedication of any street, improvement, or other ground shown upon the plat.  
Date: 4/26/22

MPC Secretary Jeff Adams

CERTIFICATE OF CITY ENGINEER

Construction Plans are Inspected and Approved by the City Engineer  
This 26th day of April, 2022.

City Engineer \_\_\_\_\_

CERTIFICATE OF MORTGAGEE AND DEDICATION

The undersigned mortgagee, Simmons Bank, hereby certify that they are the mortgagee of the foregoing property and that the plat is with the free consent and in accordance with the desires of the above named owners, proprietors, do hereby dedicate to the City of Lakeland all Public Improvements, Easements, or lands herein specifically identified for dedication, for the purposes of operation, construction and maintenance of these improvements, as needed for the proper development and maintenance of said Subdivision.

Date: 4/11/2022

Signature of Mortgagee Long Mark

Include Notary Seal and Signature

STATE OF TENNESSEE  
COUNTY OF SHELBY

Before me, the undersigned a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared Renaissance Group Center, subdivision, and he as such representative executed the foregoing instrument for the purpose therein contained by signing his name as representative of the mortgagee.

In witness whereof, I hereunto set out hand and affix my seal this 11th day of April, 2022.

Notary Public Shelandra Y. Ford

My Commission expires: 9/7/2022



CERTIFICATE OF OWNER(S) AND DEDICATION

The undersigned owner, Lakeland Town Center, LLC, hereby certify that they are the owners of the foregoing property and that the plat is with the free consent and in accordance with the desires of the above named owners, proprietors, do hereby dedicate to the City of Lakeland all Public Improvements, Easements, or lands herein specifically identified for dedication, for the purposes of operation, construction and maintenance of these improvements, as needed for the proper development and maintenance of said Subdivision.

Date: April 11, 2022

Signature of Owner(s) Monty Smith

Include Notary Seal and Signature

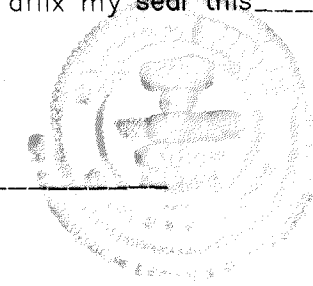
STATE OF TENNESSEE  
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Before me, the undersigned a notary public in and for the State and County aforesaid, duly commissioned and qualified, personally appeared Renaissance Group Center, subdivision, and he as such representative executed the foregoing instrument for the purpose therein contained by signing his name as representative of the mortgagee.

In witness whereof, I hereunto set out hand and affix my seal this 11th day of April, 2022.

Notary Public Shelandra Y. Ford

My Commission expires: 9/7/2022



THE AREAS DENOTED AS "RESERVED FOR STORM WATER DETENTION" MAY NOT BE ALTERED WITHOUT FIRST OBTAINING THE WRITTEN PERMISSION FROM THE CITY OF LAKELAND DEPARTMENT OF ENGINEERING. THE STORM WATER DETENTION SYSTEM LOCATED IN THIS AREA SHALL BE OWNED AND MAINTAINED BY THE HOMEOWNER'S ASSOCIATION. SUCH MAINTENANCE SHALL BE PERFORMED SO AS TO ENSURE THAT THE SYSTEM OPERATES IN ACCORDANCE WITH THE APPROVED DRAINAGE PLANS ON FILE IN THE CITY OF LAKELAND DEPARTMENT OF ENGINEERING. SUCH MAINTENANCE SHALL INCLUDE, BUT NOT BE LIMITED TO: REMOVAL OF SEDIMENTATION, FALLEN OBJECTS, DEBRIS AND TRASH; MOWING; OUTLET CLEANING; AND REPAIR OF DRAINAGE STRUCTURES.

PRIOR TO APPROVAL OF THE FINAL PLAT, AN AS-BUILT SURVEY OF THE DETENTION POND SHALL BE PERFORMED BY A REGISTERED LAND SURVEYOR. THE DEVELOPER'S ENGINEER SHALL SUBMIT THE AS-BUILT SURVEY WITH CALCULATIONS OF THE INCREMENTAL STORAGE AREA AND VOLUME AT MINIMUM 1' ELEVATION INCREMENTS, ALONG WITH A COMPARISON TO DESIGN INFORMATION PROVIDED IN THE DRAINAGE REPORT. THE ENGINEER SHALL SUBMIT A LETTER AND SUPPORTING MATERIALS TO THE CITY ENGINEER, DOCUMENTING THE AS-BUILT FUNCTIONALITY OF THE DETENTION POND.

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AREA B & D - PHASE 2**

LAKELAND, TENNESSEE

DIST. 01- BLOCK 50- PARCEL 479

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**Renaissance Group**  
architecture • engineering • planning • interiors  
9700 Village Circle, Suite 100, Lakeland, TN 38002 (931) 902-3552 www.rgroup.biz



## Board of Commissioners

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Meeting Cycle: Thursday, February 20, 2025

Subject: **Resolution** - approving the strategic goals of the Board of Commissioners of the City of Lakeland, Tennessee.

Staff Contact: Michael Walker, City Manager

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### **STAFF RECOMMENDATION**

City Staff recommends that the Board of Commissioners approve Resolution R-23-2025.

### **BUDGET IMPACT**

The strategic goals adopted by the Board of Commissioners serve as the priorities for the preparation of the Fiscal Year 2026 Annual Budget, as well as the long-term financial plans and capital improvement plans included therein.

### **DISCUSSION**

The attached resolution reflects City Staff's understanding of the BOC's desired strategic goals for fiscal year 2026 based upon the discussion on February 6, 2025.

RESOLUTION R-23-2025

APPROVING THE STRATEGIC GOALS OF THE BOARD OF COMMISSIONERS OF  
THE CITY OF LAKELAND, TENNESSEE

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**WHEREAS,** on March 7, 2024, Resolution R-21-2024 established the Board of Commissioners of the City of Lakeland, Tennessee's (the "BOC") official strategic goals guiding the planning and execution of the City's activities; and,

**WHEREAS,** on February 6, 2025, the BOC discussed revision of these strategic goals to serve as the priorities guiding City Staff activities and budget preparation:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Lakeland, Tennessee, that the official strategic goals guiding the planning and execution of the City's activities are as follows:

1. *Public Safety:* Coordinate with public safety partners to support facility needs, explore additional community lighting to enhance public safety and crime prevention.
2. *Road Maintenance:* Continue to prioritize road maintenance and paving, utilizing and anticipating areas where preventative treatments for roadway life extension are warranted.
3. *Economic Development:* Focus upon economic development to enhance City of Lakeland amenities and tax base, utilizing the benefits provided within tax increment financing districts, Chamber of Commerce resources, and the Industrial Development Board. Monitor progress against projections.
4. *Parks and Recreation:* Complete construction of the Lakeland Community Center and continue to evaluate, prioritize, and plan for additional facilities in conjunction with the Parks Master Plan and the Parks and Recreation & Natural Resources Board.

**APPROVED AND ADOPTED** by the Board of Commissioners of the City of Lakeland, Tennessee, this 20<sup>th</sup> day of February 2025, the public welfare requiring it.

ATTEST:

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Josh Roman  
Mayor

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Cheyenne Carter  
City Recorder