



Board of Commissioners
Regular Meeting Agenda
Thursday, February 10, 2022, 6:30 PM
City Hall, Lakeland, Tennessee 38002

- I. CALL TO ORDER BY MAYOR:
- II. INVOCATION:
- III. PLEDGE:
- IV. ROLL CALL BY RECORDER:
- V. PUBLIC HEARING:
 1. **Ordinance - Final Reading** - adopting the 2021 edition of the International Code Council International Fire Code. *Sponsored By Shane Horn*
 2. **Ordinance - Final Reading** - to amend Chapter 20 of the Lakeland Air Pollution Control Code. *Sponsored by Shane Horn*
 3. **Ordinance - Final Reading** - to amend the bylaws of the Municipal Parks and Recreation Advisory Board of Lakeland, Tennessee, to increase membership to nine (9) and other adjustments. *Sponsored by Vice-Mayor Dial*
- VI. TREASURER'S REPORT:
 1. Treasurer's Report - January 2022
- VII. REPORTS FROM COMMITTEES, MEMBERS OF THE BOARD OF COMMISSIONERS & OTHER OFFICERS:
 - Sheriff's Report
 - City Manager's Report
 - a. Lakeland Municipal Court Update - Judge Kim Koratsky
 - Commissioners' Report
- VIII. PUBLIC COMMENTS:

IX. SEWERAGE COMMISSION BUSINESS:

X. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:

- a. Beer Board Minutes - January 13, 2022
- b. Regular Meeting Minutes - January 13, 2022

XI. REGULAR AGENDA:

- 1. **Ordinance - Final Reading** - adopting the 2021 edition of the International Code Council International Fire Code. *Sponsored By Shane Horn*
- 2. **Ordinance - Final Reading** - to amend Chapter 20 of the Lakeland Air Pollution Control Code. *Sponsored by Shane Horn*
- 3. **Ordinance - Final Reading** - to amend the bylaws of the Municipal Parks and Recreation Advisory Board of Lakeland, Tennessee, to increase membership to nine (9) and other adjustments. *Sponsored by Vice-Mayor Dial*
- 4. **Resolution** - to recognize and honor Kembree Darakshani for her exemplary work within the Lakeland community. *Sponsored by Commissioner Wright*
- 5. **Resolution** - Authorizing appointments to the Parks and Recreation / Natural Resources Board. *Sponsored by Vice-Mayor Dial*
- 6. **Resolution** - Authorizing the Mayor to sign a proclamation establishing Saturday, March 19, 2022 as the City of Lakeland's Arbor Day 2022. *Sponsored by Pat O'Mara*
- 7. **Resolution** - adopting a revised City of Lakeland fund balance policy. *Sponsored by Michael Walker*
- 8. **Resolution** - adopting a Volunteer Recognition Policy. *Sponsored by Mayor Cunningham*

9. **Resolution** - authorizing the engagement of Watkins Uiberall, PLLC to audit City of Lakeland financial activities for the fiscal year ending June 30, 2022. *Sponsored by Michael Walker*
10. **Resolution** - approving an Outline Plan Amendment for Lakeland Commons Planned Development. *Sponsored by Donald Anthony*
11. **Resolution** - to approve a contract with Standard Construction Co. Inc for the FY22 Street Paving Project. *Sponsored by Alejandra Arriaga*
12. **Resolution** - authorizing the addition of 10 Flock Safety cameras to the existing security network. *Sponsored by Commissioner Wright*
13. **Resolution** - supporting the restoration of the historical state-shared sales tax relationship and the increased single-article CAP revenue-sharing relationship between the state of Tennessee and local governments. *Sponsored by Mayor Cunningham*
14. **Resolution** - authorizing the City Manager to enter into an agreement with LADD's for Athletic Field Services. - *Sponsored by Patrick O'Mara*
15. Discussion and possible action considering an Inter-Jurisdictional Agreement between the City of Memphis and the City of Lakeland and a Bill of Sale for Sanitary Sewer Assets in Stonebridge Subdivision. *Sponsored by Emily Harrell*

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT:

CITY OF
LAKE LAND
TENNESSEE



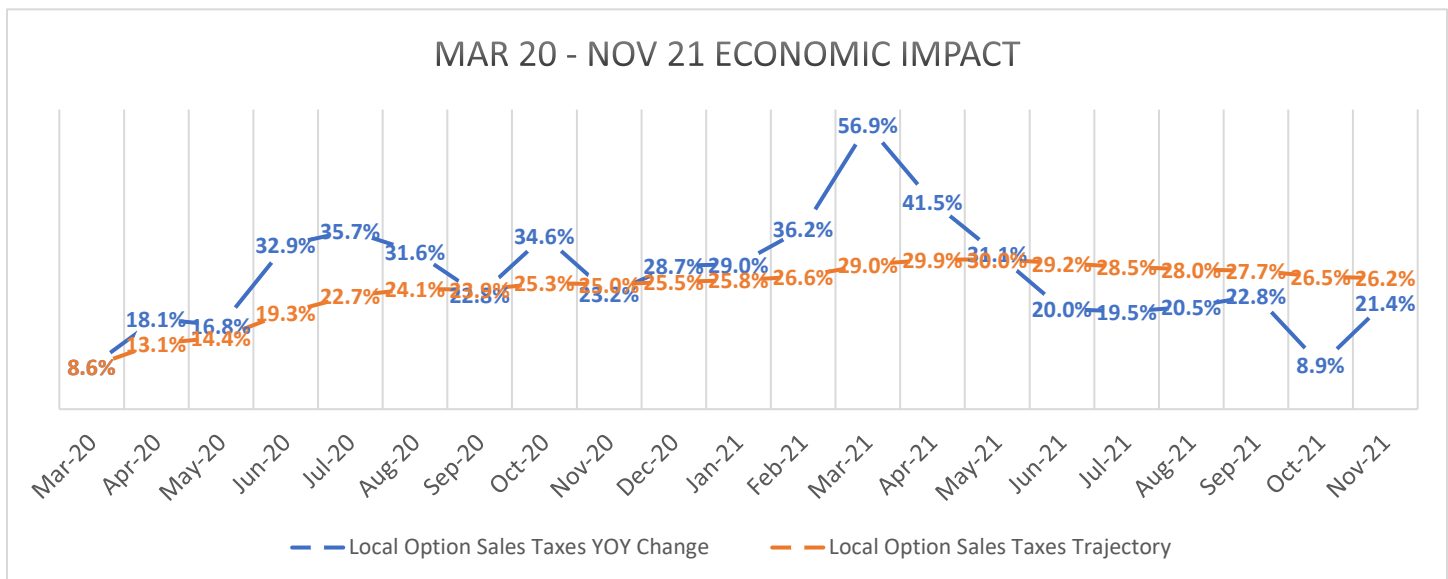
JANUARY 2022
TREASURER'S REPORT

BOARD SUMMARY

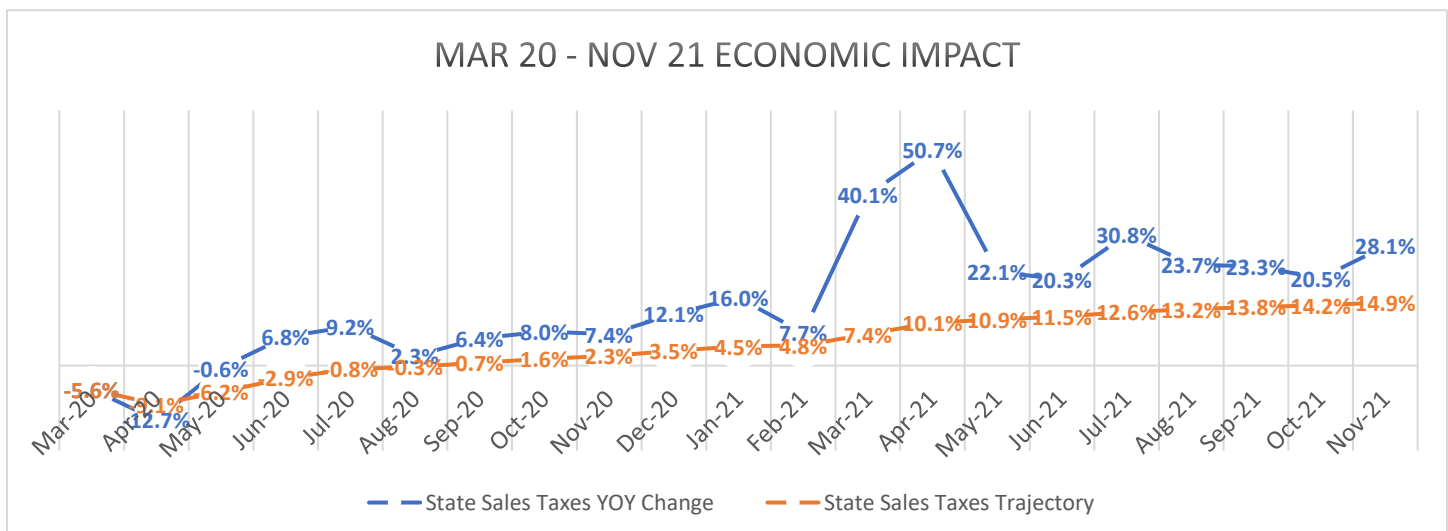
The following Board Summary is provided to assist in the review of the detailed monthly Treasurer's Report on the following pages. The Treasurer's Report provides monthly fiscal-year-to-date operating results for the General Fund, the State Street Aid Fund, the Debt Service Fund, the Sewer Fund, the Storm Water Fund, and the Solid Waste Fund. This report **excludes** the funds of Lakeland School System ("LSS"), either individually or in the aggregate.

Short Take:

- General Fund:
 - Other than grants, revenues are comparable to levels from the same time frame in the prior fiscal year
 - **Economic Trends:** Local Option Sales Tax increase for amounts received in January (November transactions) was in line with the trend thus far this fiscal year, at 21.4%

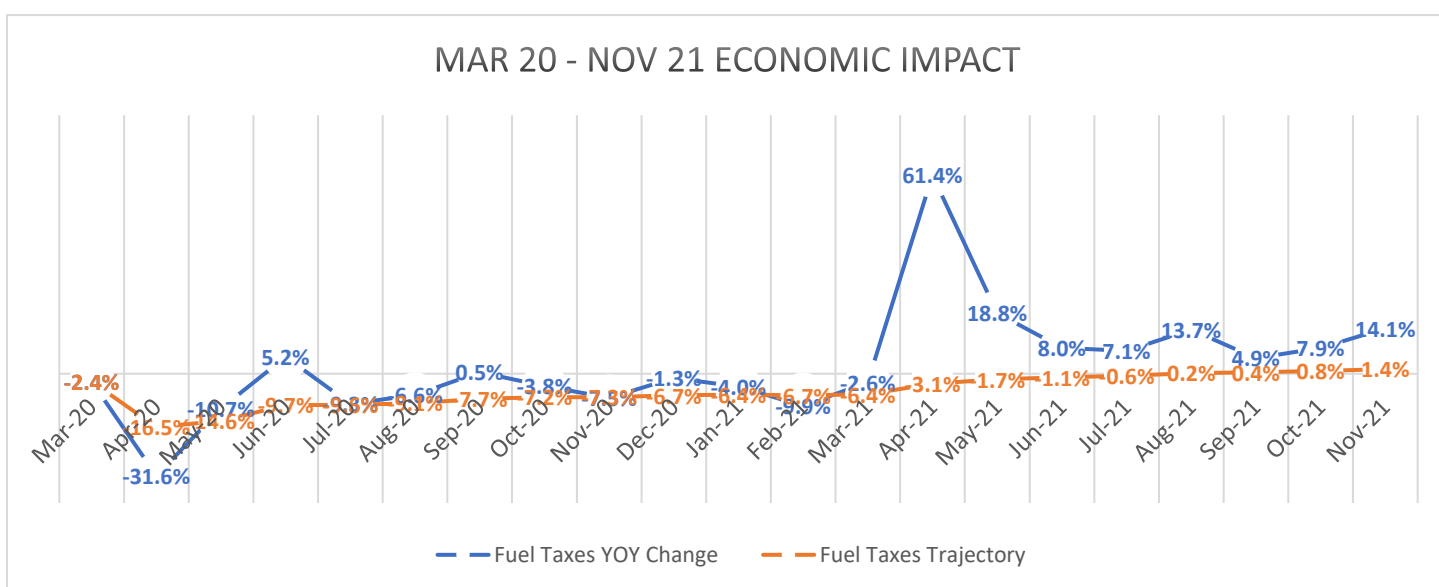


- **Economic Trends:** State Sales Tax were 28.1% higher than for the same period in FY21



BOARD SUMMARY (CONTINUED)

- General Fund (continued)
 - Until the New Canada Road capital outlays planned for FY22 are incurred, expenditures compared to budget target percentage will continue to appear low, for both capital outlays and grant revenues
- State Street Aid Fund:
 - Revenues exceed FYTD target due to Governor's appropriation grant received
 - Economic Trends: Fuel taxes continue to return to pre-pandemic levels, with the year-over-year average currently reaching 1.4%

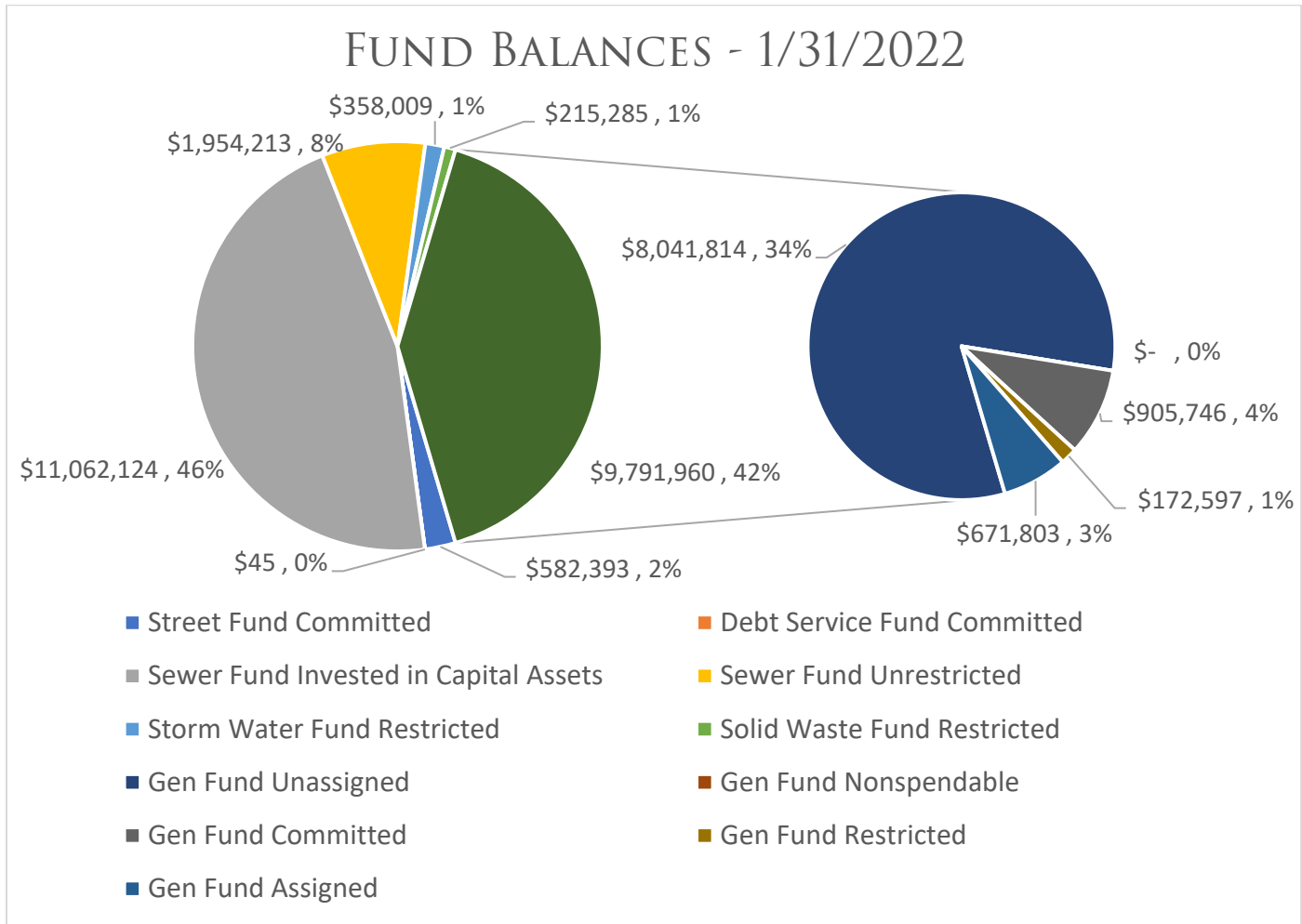


- Expenditures overall are lower than FYTD target due to timing of the paving projects that will occur over the summer of 2022

BOARD SUMMARY (CONTINUED)

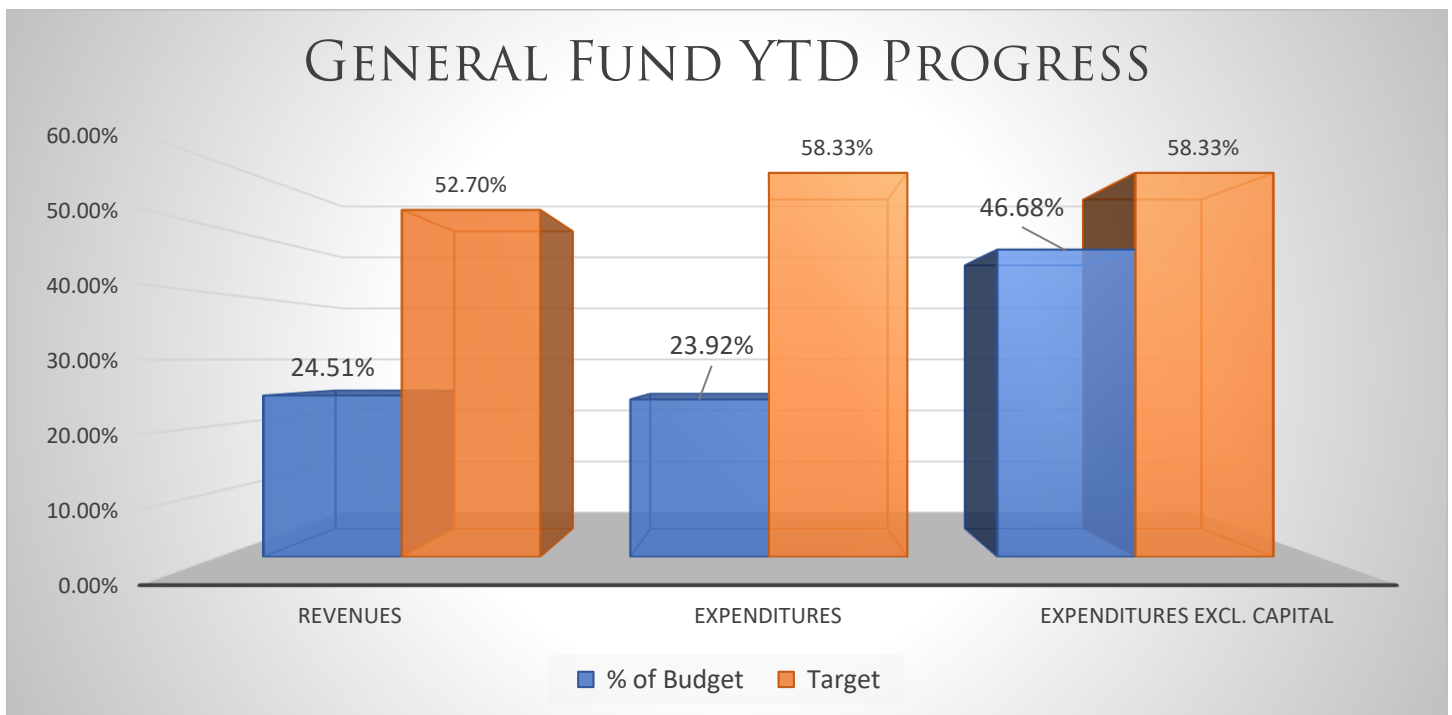
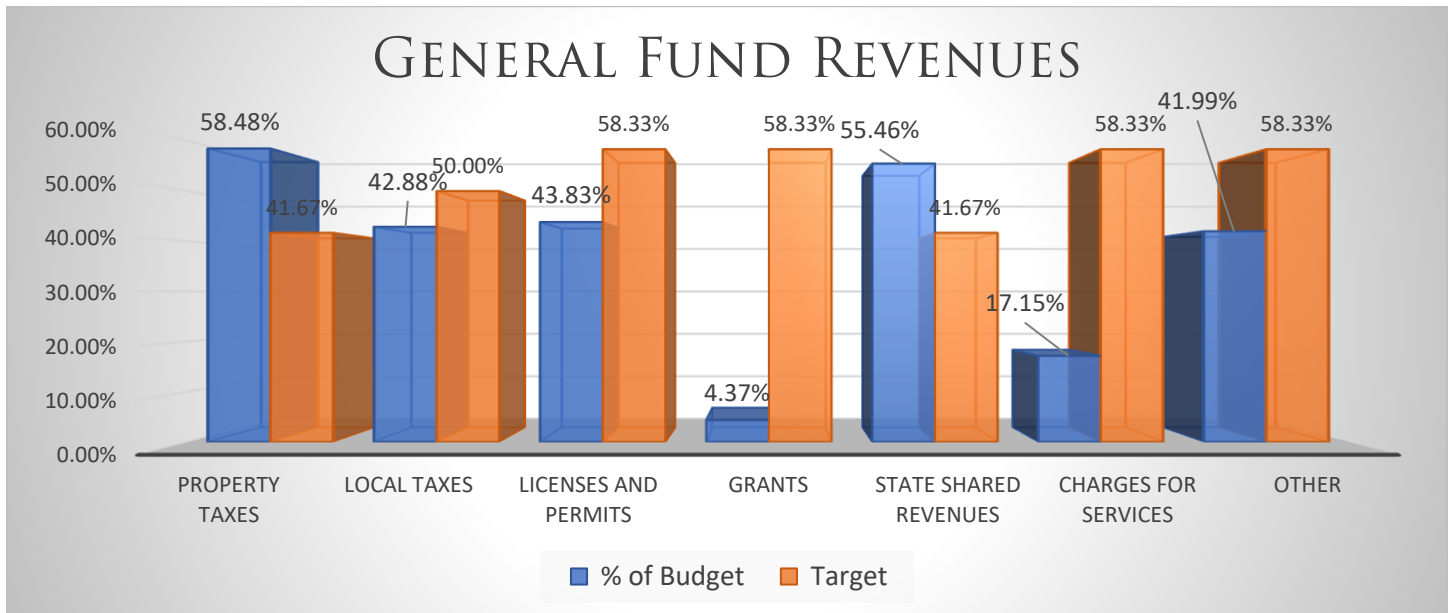
Fund Balance and Net Position - Across all funds (of the City), fund balance (and net position) decreased during the month from \$24,037,417 to \$23,964,029 - or by \$0.07 million.

This decrease is due in large part to the timing (as to be expected) of payments on the paving projects and costs in the State Street Aid Fund, as well as the planned expenditures on Phase 1 of the Memphis-Arlington athletic fields.



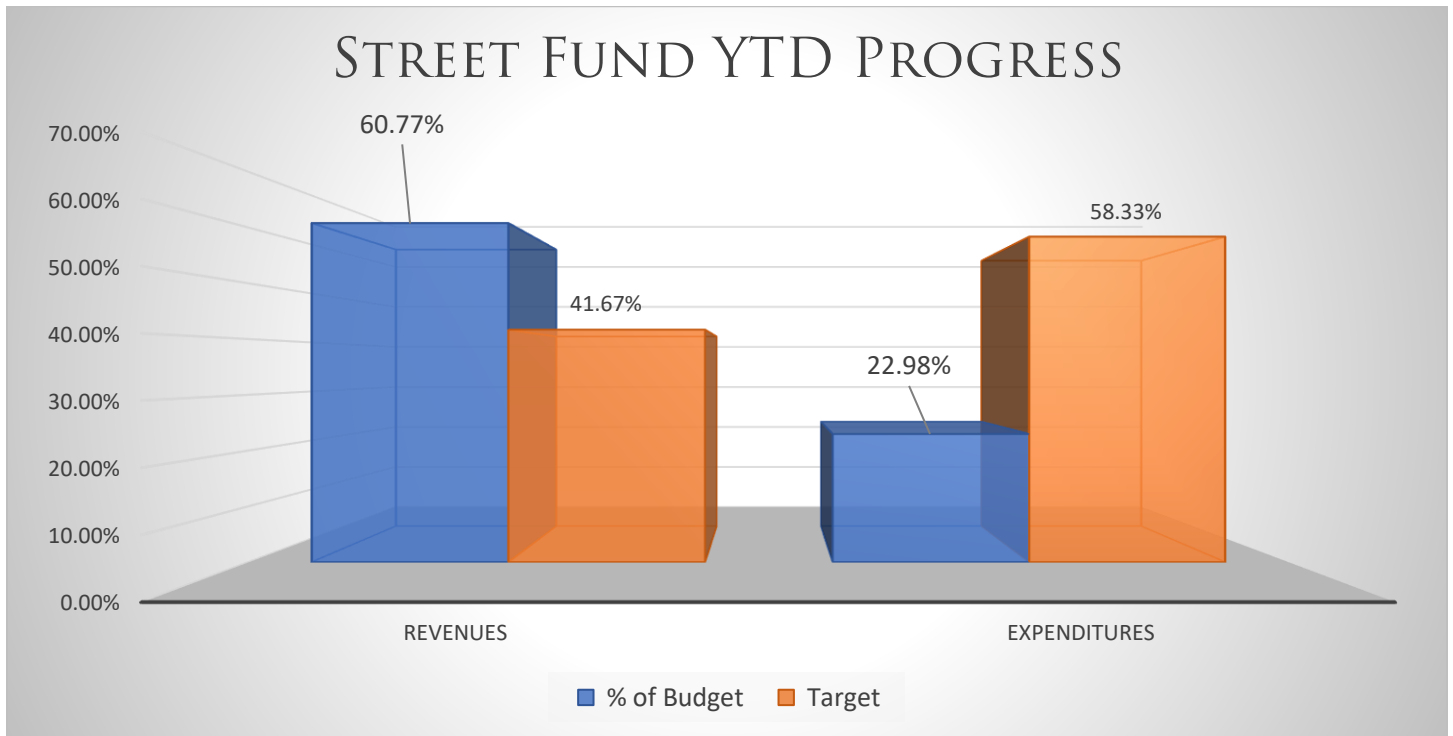
BOARD SUMMARY (CONTINUED)

General Fund Summary

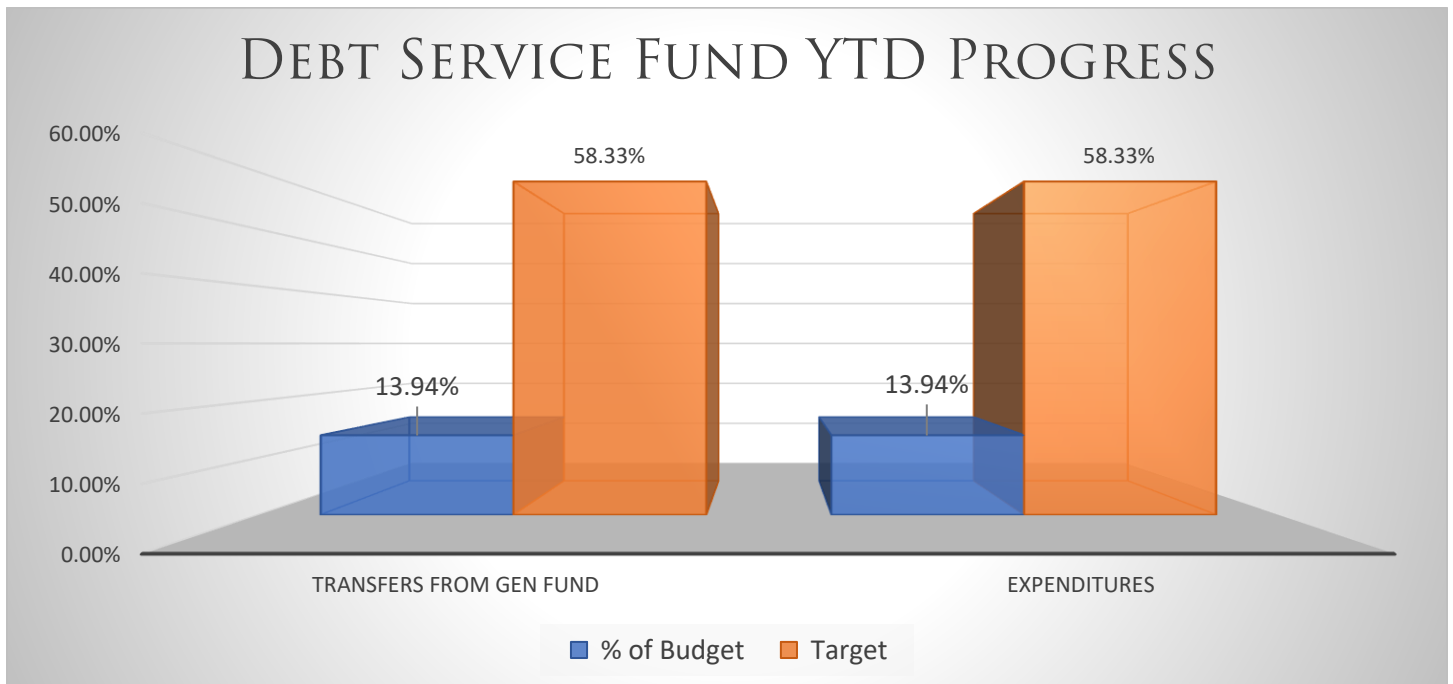


BOARD SUMMARY (CONTINUED)

State Street Aid Fund Summary

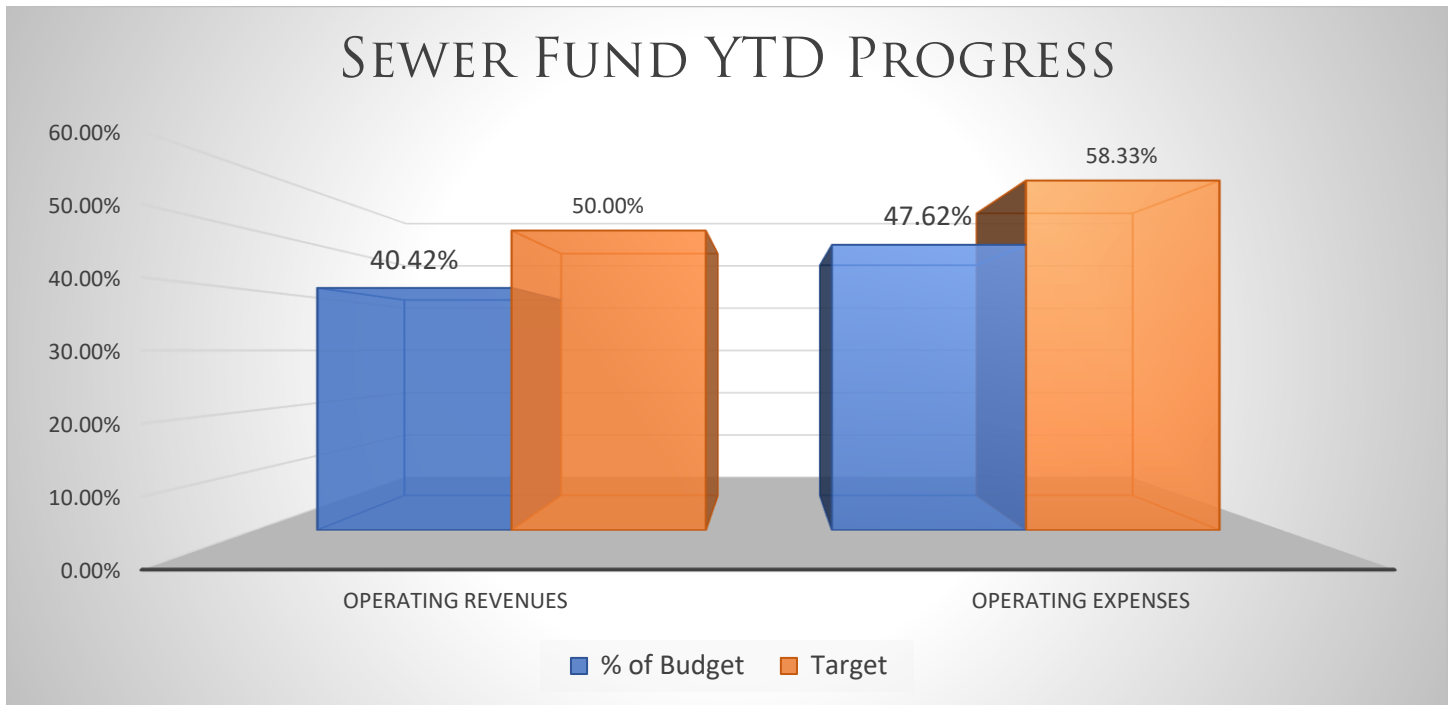


Debt Service Fund Summary

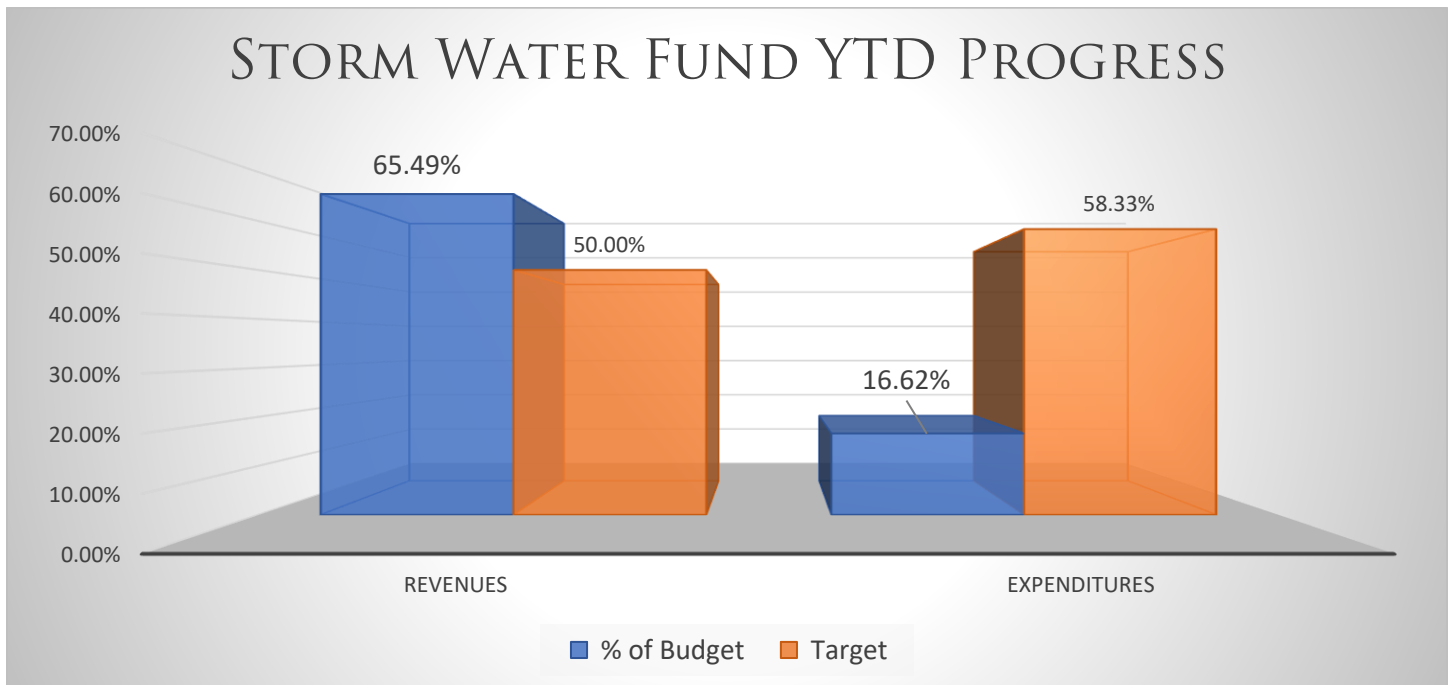


BOARD SUMMARY (CONTINUED)

Sewer Fund Summary

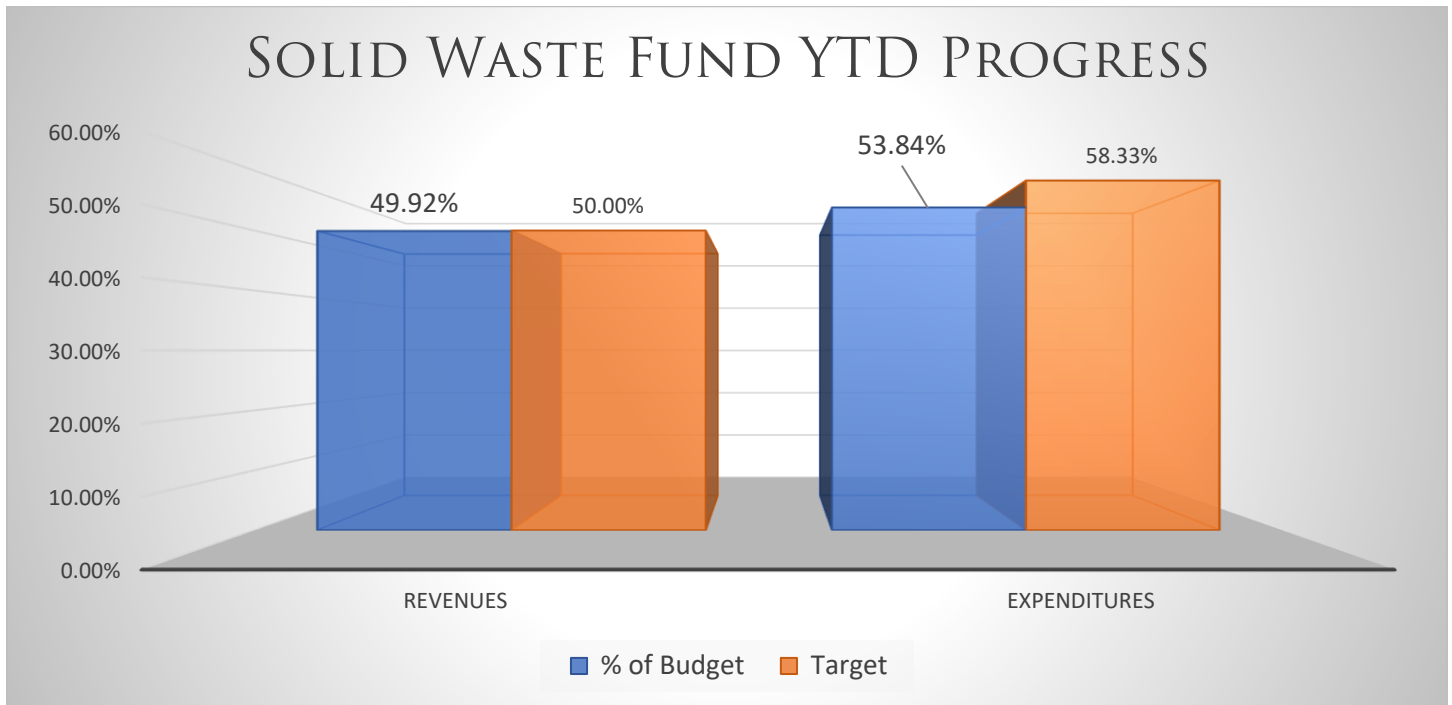


Storm Water Fund Summary



BOARD SUMMARY (CONTINUED)

Solid Waste Fund Summary



Budget Transfers

As noted in Ordinance O-5-2021, funds “may be transferred from one appropriation to another in the same fund by the Finance Director” and “shall be reported to the governing body at its next regular meeting.”

Budgetary transfers for fiscal year 2022 are as noted in Appendix A at the back of this Treasurer’s Report.

BOARD SUMMARY (CONTINUED)

Outstanding Debt Update – by Purpose of Debt

Profile Summary

Type	Fund	Purpose
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Profile as of

01/31/2022

Export Data

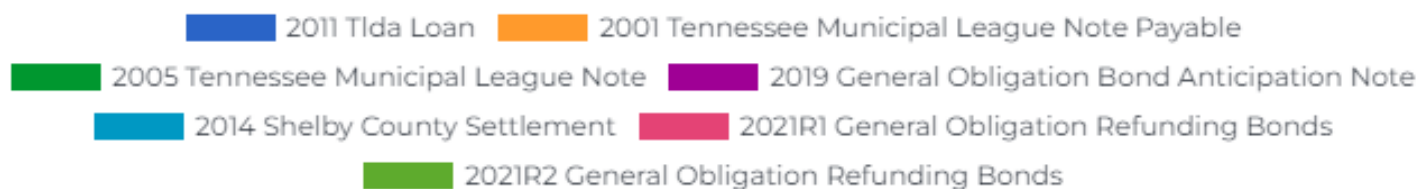
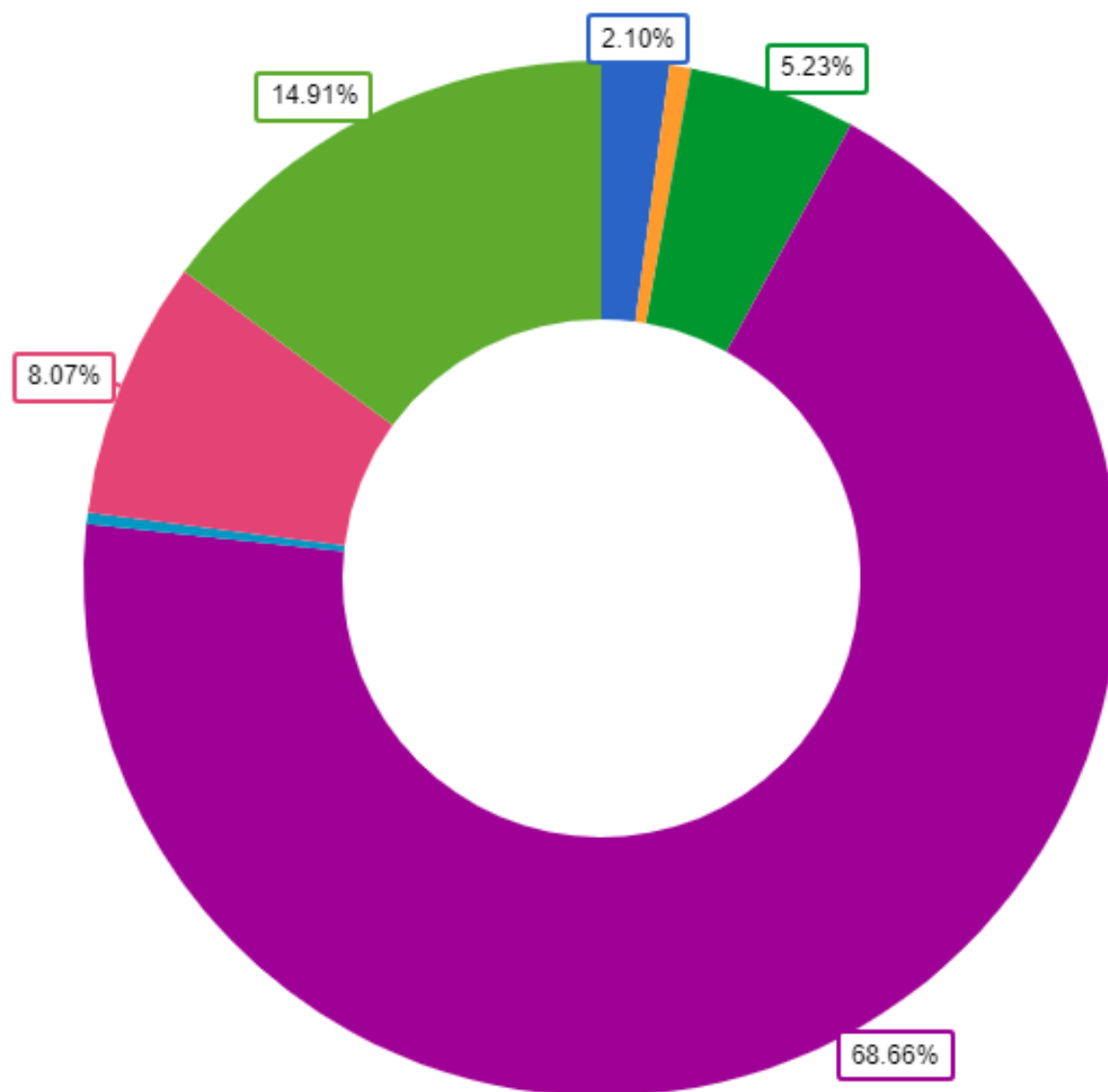
Viewing 6 Purposes with 7 total issues [View All Issues](#)

Total Outstanding Par Amount: **63,354,194**

☐	Title	Outstanding Par Amount
☐	BEVERLE RIVERA ROADWAY EXTENSION (1 Issue)	1,333,261
☐	LSS HIGH SCHOOL CONSTRUCTION (1 Issue)	43,500,000
☐	LSS MIDDLE SCHOOL CONSTRUCTION (2 Issues)	14,556,013
☐	LSS SETTLEMENT (1 Issue)	222,825
☐	PUBLIC WORKS PROJECTS (INCL FIRE STATION) (1 Issue)	429,095
☐	PUBLIC WORKS PROJECTS (INCL TREATMENT PLANT) (1 Issue)	3,313,000

BOARD SUMMARY (CONTINUED)

Debt Mix – by Purpose of Debt



JANUARY FISCAL YEAR-TO-DATE RESULTS



CITY OF LAKELAND
BALANCE SHEET - ALL CITY GOVERNMENTAL FUNDS - UNAUDITED
January 31, 2022

	GOVERNMENTAL FUNDS - MODIFIED ACCRUAL					TOTAL GOVERNMENTAL FUNDS
	GENERAL FUND	DEBT SERVICE FUND	STATE STREET AID FUND	STORM WATER FUND	SOLID WASTE FUND	
ASSETS						
Cash and cash equivalents	\$ 9,770,655	\$ 45	\$ 632,460	\$ 328,009	\$ 223,472	\$ 10,954,641
Receivables						
Property taxes, net of allowance	4,742,729	-	-	-	-	4,742,729
Grants	108,023	-	-	-	-	108,023
Other	19,244	-	-	30,000	-	49,244
Due from other governments	-	-	-	-	-	-
Due from other funds	-	-	-	-	-	-
Prepaid items	-	-	-	-	-	-
Inventory	3,825	-	-	-	-	3,825
Restricted cash	2,048,123	-	-	-	-	2,048,123
Total assets	<u>\$ 16,692,599</u>	<u>\$ 45</u>	<u>\$ 632,460</u>	<u>\$ 358,009</u>	<u>\$ 223,472</u>	<u>\$ 17,906,585</u>
LIABILITIES						
Accounts payable and accrued liabilities	\$ 30,108	\$ -	\$ 50,067	\$ -	\$ 8,187	\$ 88,362
Deposits	2,008,726	-	-	-	-	2,008,726
Due to other funds	414	-	-	-	-	414
Unearned revenue	-	-	-	-	-	-
Total liabilities	<u>2,039,248</u>	<u>-</u>	<u>50,067</u>	<u>-</u>	<u>8,187</u>	<u>2,097,502</u>
DEFERRED INFLOWS OF RESOURCES						
Unavailable revenue						
Property taxes	4,734,124	-	-	-	-	4,734,124
Grants	114,468	-	-	-	-	114,468
Other	12,799	-	-	-	-	12,799
Total deferred inflows of resources	<u>4,861,391</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,861,391</u>
FUND BALANCES						
Restricted	172,597	-	-	358,009	215,285	745,891
Committed	905,746	45	582,393	-	-	1,488,184
Assigned	671,803	-	-	-	-	671,803
Unassigned	8,041,814	-	-	-	-	8,041,814
Total fund balances	<u>9,791,960</u>	<u>45</u>	<u>582,393</u>	<u>358,009</u>	<u>215,285</u>	<u>10,947,692</u>
Total liabilities, deferred inflows of resources, and fund balances	<u>\$ 16,692,599</u>	<u>\$ 45</u>	<u>\$ 632,460</u>	<u>\$ 358,009</u>	<u>\$ 223,472</u>	<u>\$ 17,906,585</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, 2022

	GOVERNMENTAL FUNDS - MODIFIED ACCRUAL					TOTAL
	GENERAL FUND	DEBT SERVICE FUND	STATE STREET AID FUND	STORM WATER FUND	SOLID WASTE FUND	GOVERNMENTAL FUNDS
REVENUES						
Property taxes	\$ 2,749,130	\$ -	\$ -	\$ -	\$ -	\$ 2,749,130
Local taxes	1,130,497	-	-	-	-	1,130,497
Intergovernmental	815,535	-	205,015	-	-	1,020,550
Licenses and permits	111,639	-	-	-	-	111,639
Charges for services	57,269	-	-	130,039	658,793	846,101
Federal, state, and local grants	556,893	-	153,314	-	-	710,207
Interest income	4,849	2	-	-	-	4,851
Other	5,575	-	-	-	1,165	6,740
Total revenues	5,431,387	2	358,329	130,039	659,958	6,579,715
EXPENDITURES						
Current						
General government	1,164,807	-	-	-	-	1,164,807
Community development	361,661	-	-	-	-	361,661
Public works	281,572	-	743,021	38,004	672,725	1,735,322
Parks and recreation	376,563	-	-	-	-	376,563
Capital Outlay	3,150,133	-	192,990	492	53,833	3,397,448
Debt Service						
Principal	-	330,876	-	-	-	330,876
Interest and fiscal charges	-	674,930	-	-	-	674,930
Total expenditures	5,334,736	1,005,806	936,011	38,496	726,558	8,041,607
Excess of revenues over expenditures	96,651	(1,005,804)	(577,682)	91,543	(66,600)	(1,461,892)
OTHER FINANCING SOURCES (USES)						
Issuance of debt	-	-	-	-	-	-
Transfers in	700,000	1,005,807	604,500	-	-	2,310,307
Transfers out	(2,292,522)	-	-	-	-	(2,292,522)
Total other financing sources (uses)	(1,592,522)	1,005,807	604,500	-	-	17,785
Net change in fund balances	(1,495,871)	3	26,818	91,543	(66,600)	(1,444,107)
Fund balances - beginning	11,287,831	42	555,575	266,466	281,885	12,391,799
Fund balances - ending	\$ 9,791,960	\$ 45	\$ 582,393	\$ 358,009	\$ 215,285	\$ 10,947,692

CITY OF LAKELAND, TN

SEWER FUND

STATEMENT OF NET POSITION

JANUARY 31, 2022

ASSETS

Current assets:

Cash and cash equivalents	\$ 2,118,960
Receivables	
Accounts	-
Interest	1,721
Due from other governments	-
Total current assets	<u>2,120,681</u>

Capital assets:

Capital assets, not being depreciated	1,033,753
Capital assets, being depreciated - net	<u>13,341,371</u>
Total capital assets	14,375,124

Net pension asset

	-
Total assets	<u>16,495,805</u>

DEFERRED OUTFLOWS OF RESOURCES

Deferred Outflows Related to Pensions	18,704
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LIABILITIES

Current liabilities:

Accounts payable and accrued expenses	173,366
Current portion of notes payable	<u>588,000</u>
Total current liabilities	761,366

Noncurrent liabilities:

Net pension liability	3,576
Notes payable, net of current portion	<u>2,725,000</u>
Total liabilities	3,489,942

DEFERRED INFLOWS OF RESOURCES

Deferred Inflows Related to Pensions	<u>8,230</u>
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NET POSITION

Net investment in capital assets	11,062,124
Unrestricted	<u>1,954,213</u>
Total net position	<u>\$ 13,016,337</u>

CITY OF LAKELAND, TENNESSEE

SEWER FUND

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

JANUARY 31, 2022

	Prior YTD 01/31/21	Current YTD 01/31/22	Plan FY 2022
Operating revenues:			
Sewer service fee	\$ 800,446	\$ 814,322	\$ 1,742,376
Service connection fees	297,000	77,700	464,680
Operating grants	-	-	-
Total operating revenues	<u>1,097,446</u>	<u>892,022</u>	<u>2,207,056</u>
Operating expenses:			
Personnel expenses	(193,593)	(175,085)	(528,451)
General and administrative	(216,959)	(227,647)	(432,100)
Depreciation	(299,265)	(297,500)	(510,000)
Total operating expenses	<u>(709,817)</u>	<u>(700,232)</u>	<u>(1,470,551)</u>
Operating Income (Loss)	387,629	191,790	736,505
Nonoperating revenues (expenses):			
Interest income	2,010	1,557	5,110
Interest and agent Fee expense	(19,890)	(15,744)	(160,000)
Total non-operating expenses	<u>(17,880)</u>	<u>(14,187)</u>	<u>(154,890)</u>
Change in net position	369,749	177,603	581,615
Capital Contributions	-	-	560,069
Net position - beginning of year	<u>12,316,614</u>	<u>12,838,734</u>	<u>12,838,734</u>
Net position - Jan-31	<u>\$ 12,686,363</u>	<u>\$ 13,016,337</u>	<u>\$ 13,980,418</u>

CITY OF LAKELAND, TENNESSEE
SEWER FUND
STATEMENT OF CASH FLOWS
JANUARY 31, 2022

	<u>Current YTD</u> <u>01/31/22</u>
Cash flows from operating activities:	
Receipts from customers and users	\$ 1,027,525
Payments to suppliers/operating costs	<u>(514,795)</u>
Net cash provided by operating activities	512,730
 Cash flows from capital and related financing activities:	
Principal payments on capital debt	-
Acquisition and construction of capital assets	(256,203)
Interest paid on capital debt	<u>(15,744)</u>
Net cash used by capital and related financing activities	(271,947)
 Cash flows from investing activities:	
Interest income received	<u>1,557</u>
 Net increase (decrease) in cash and cash equivalents	242,340
 Cash and cash equivalents - beginning of year	<u>1,876,620</u>
 Cash and cash equivalents - Jan-31	<u><u>\$ 2,118,960</u></u>

CITY OF LAKELAND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

GENERAL FUND

JANUARY 31, 2022

	Prior YTD 01/31/21	Current YTD 01/31/22	Budget FY 2022	% Earned/Used Year-to-Date
REVENUES				
Property Taxes	\$ 2,847,746	\$ 2,749,130	\$ 4,700,922	58.48%
Local Taxes	869,470	1,130,497	2,636,377	42.88%
Intergovernmental	636,222	815,535	1,470,458	55.46%
Licenses and permits	250,950	111,639	254,720	43.83%
Charges for services	153,104	57,269	334,000	17.15%
Federal, State, and Local Grants	977,680	556,893	12,734,400	4.37%
Other	9,489	10,424	24,824	41.99%
Total Revenues	<u>5,744,661</u>	<u>5,431,387</u>	<u>22,155,701</u>	<u>24.51%</u>
EXPENDITURES				
Current				
General government	(1,087,601)	(1,164,807)	(2,113,203)	55.12%
Community Development	(306,158)	(361,661)	(999,378)	36.19%
Public Works	(218,628)	(281,572)	(681,097)	41.34%
Parks and Recreation	(222,107)	(376,563)	(885,810)	42.51%
Capital Projects	<u>(1,332,702)</u>	<u>(3,150,133)</u>	<u>(17,623,125)</u>	<u>17.87%</u>
Total Expenditures	<u>(3,167,196)</u>	<u>(5,334,736)</u>	<u>(22,302,613)</u>	<u>23.92%</u>
Excess (deficiency) of revenues over (under) expenditures	2,577,465	96,651	(146,912)	
OTHER FINANCING SOURCES (USES)				
Issuance of Debt	14,794,500	-	13,500,000	
Transfers in	700,000	700,000	707,100	
Transfers out	<u>(16,413,352)</u>	<u>(2,292,522)</u>	<u>(10,823,982)</u>	
Total Other Financing Sources	<u>(918,852)</u>	<u>(1,592,522)</u>	<u>3,383,118</u>	
Net Change in Fund Balance	<u>\$ 1,658,613</u>	<u>\$ (1,495,871)</u>	<u>\$ 3,236,206</u>	
Allocation of Net Change in Fund Balance:				
Committed Fund Balance		\$ (1,098,197)		
Restricted Fund Balance		51		
Assigned Fund Balance		(706,392)		
Nonspendable Fund Balance		-		
Unassigned Fund Balance		308,667		
Net Change in Fund Balance		<u>\$ (1,495,871)</u>		

CITY OF LAKELAND

DEBT SERVICE FUND

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE

JANUARY 31, 2022

	YTD	01/31/22	Budget FY 2022
Revenues:			
Interest	\$	2	\$ -
Total Revenues		<u>2</u>	<u>-</u>
Expenditures:			
Principal		(330,876)	(5,980,621)
Interest		(671,915)	(1,166,880)
Dues and Fees		(3,015)	(66,400)
Total Expenditures		<u>(1,005,806)</u>	<u>(7,213,901)</u>
Net excess (deficiency) of revenues over expenditures		(1,005,804)	(7,213,901)
Other Financing Sources (Uses):			
Transfers In		1,005,807	7,213,901
Transfers Out		-	-
Total Other Financing Sources (Uses)		<u>1,005,807</u>	<u>7,213,901</u>
Net Change in Fund Balance	\$	<u>3</u>	\$ <u>-</u>

STATE STREET AID
STATEMENT OF REVENUES AND EXPENSES
JANUARY 31, 2022

	Prior YTD 01/31/21	Current YTD 01/31/22	Budget FY 2022
REVENUES:			
State shared revenue	\$ 187,321	\$ 205,015	\$ 436,320
Local Revenue	-	-	-
Grant Revenue	-	153,314	153,314
Other revenue	-	-	-
Total revenues	<u>187,321</u>	<u>358,329</u>	<u>589,634</u>
EXPENDITURES:			
Personnel expenses	(119,094)	(93,640)	(257,713)
Public works	(162,489)	(649,381)	(3,133,363)
Capital projects	(221,234)	(192,990)	(681,997)
Total expenditures	<u>(502,817)</u>	<u>(936,011)</u>	<u>(4,073,073)</u>
Net excess (deficiency) of revenues over expenditures	(315,496)	(577,682)	(3,483,439)
OTHER FINANCING SOURCES (USES):			
Transfers in	21,500	604,500	2,927,866
Transfers out	-	-	-
Total other financing sources (uses):	<u>21,500</u>	<u>604,500</u>	<u>2,927,866</u>
Net change in fund balance	(293,996)	26,818	(555,573)
Fund balance - beginning of year	<u>294,322</u>	<u>555,575</u>	<u>555,575</u>
Fund balance - Jan 31	<u>\$ 326</u>	<u>\$ 582,393</u>	<u>\$ 2</u>

STORM WATER FUND
STATEMENT OF REVENUES AND EXPENDITURES
JANUARY 31, 2022

	Prior YTD 01/31/21	Current YTD 01/31/22	Budget FY 2022
REVENUES:			
Storm Water Fees	\$ 96,347	\$ 100,039	\$ 198,566
Other	23,400	30,000	-
Total revenues	<u>119,747</u>	<u>130,039</u>	<u>198,566</u>
EXPENDITURES:			
Personnel expenses	(22,948)	(30,922)	(54,307)
General and administrative	(9,712)	(7,082)	(27,310)
Capital	(18,823)	(492)	(150,000)
Total expenditures	<u>(51,483)</u>	<u>(38,496)</u>	<u>(231,617)</u>
OTHER FINANCING SOURCES/USES			
Transfers in from General Fund	<u>-</u>	<u>-</u>	<u>-</u>
Net change in fund balance	68,264	91,543	(33,051)
Fund balance - beginning of year	<u>168,394</u>	<u>266,466</u>	<u>266,466</u>
Fund balance - Jan 31	<u>\$ 236,658</u>	<u>\$ 358,009</u>	<u>\$ 233,415</u>

SOLID WASTE FUND

STATEMENT OF REVENUES AND EXPENDITURES

JANUARY 31, 2022

	Prior YTD 01/31/21	Current YTD 01/31/22	Budget FY 2022
REVENUES:			
Solid waste collection fees	\$ 642,358	\$ 658,793	\$ 1,320,444
Interest income	-	-	-
Grant revenues	138,760	-	-
Other	1,275	1,165	1,500
Total revenues	<u>782,393</u>	<u>659,958</u>	<u>1,321,944</u>
EXPENDITURES:			
Personnel expenditures	(109,598)	(83,125)	(151,834)
General and administrative	(35,213)	(32,129)	(88,700)
Contracted services	(582,367)	(557,471)	(1,055,000)
Capital	(119,924)	(53,833)	(53,833)
Total expenditures	<u>(847,102)</u>	<u>(726,558)</u>	<u>(1,349,367)</u>
Net change in fund balance	(64,709)	(66,600)	(27,423)
Fund balance - beginning of year	<u>547,021</u>	<u>281,885</u>	<u>281,885</u>
Fund balance - Jan 31	<u>\$ 482,312</u>	<u>\$ 215,285</u>	<u>\$ 254,462</u>

APPENDIX A – BUDGETARY TRANSFERS



CITY OF LAKE LAND

FY 2022 BUDGET TRANSFERS AS OF 1.31.2022

Fnd T Acct	Obj	Prj	Loc	Prg	Account Level Description	2021-22 Original Budget	2021-22 Budget Carry Fwd	2021-22 Budget Revisions	2021-22 Budget Transfers	2021-22 Revised Budget
110 E 41000 212 000 00000 000					GOV - Employee Engagement	0.00	0.00	0.00	300.00	300.00
110 E 41000 252 000 00000 000					GOV - Legal Services	100,000.00	0.00	0.00	-10,000.00	90,000.00
110 E 41000 252 000 00000 800					GOV Legal Services - COVID-19	0.00	0.00	0.00	10,000.00	10,000.00
110 E 41000 259 000 00000 000					GOV - Other Professional Servi	23,000.00	0.00	0.00	10,000.00	33,000.00
110 E 41000 290 000 00000 000					GOV - Contracted Service	105,000.00	0.00	0.00	-12,300.00	92,700.00
110 E 41000 299 000 00000 000					GOV - Contingency	2,000.00	0.00	0.00	-300.00	1,700.00
110 E 41500 220 000 00000 000					FIN - Printing	1,500.00	0.00	0.00	600.00	2,100.00
110 E 41500 299 000 00000 000					FIN - Contingency	1,000.00	0.00	0.00	-600.00	400.00
110 E 41670 148 000 00000 000					ENG - Education/Training	2,000.00	0.00	0.00	1,000.00	3,000.00
110 E 41670 259 000 00000 000					ENG - Other Professional Servi	15,000.00	0.00	0.00	-3,075.00	11,925.00
110 E 41670 280 000 00000 000					ENG - Travel	2,500.00	0.00	0.00	600.00	3,100.00
110 E 41670 299 000 00000 000					ENG - Contingency	2,500.00	0.00	0.00	-1,745.00	755.00
110 E 41670 781 000 00000 000					ENG - Transp Plan Update	0.00	0.00	349,855.00	3,220.00	353,075.00
110 E 41672 148 000 00000 000					INS - Education/Training	1,000.00	0.00	0.00	1,000.00	2,000.00
110 E 41700 280 000 00000 000					PLN - Travel	1,000.00	0.00	0.00	700.00	1,700.00
110 E 41710 148 000 00000 000					CDE - Education/Training	500.00	0.00	0.00	-200.00	300.00
110 E 41710 341 000 00000 000					CDE - Tools	500.00	0.00	0.00	-500.00	0.00
110 E 41711 948 000 00000 000					IS - Computer Upgrades	17,450.00	0.00	1,550.00	4,100.00	23,100.00
110 E 43000 122 000 00000 000					PW - Temporary Employee Wages	40,000.00	0.00	0.00	-40,000.00	0.00
110 E 43000 148 000 00000 000					PW - Education/Training	3,000.00	0.00	0.00	-1,000.00	2,000.00
110 E 43000 290 000 00000 000					PW - Contracted Service	10,000.00	0.00	0.00	40,000.00	50,000.00
110 E 43000 331 000 00000 000					PW - Gas, Oil, Diesel	10,000.00	0.00	0.00	-1,000.00	9,000.00
110 E 43000 341 000 00000 000					PW - Tools	18,000.00	0.00	0.00	-1,800.00	16,200.00
110 E 44400 462 000 00000 000					REC - Youth Soccer	53,305.00	0.00	0.00	-21,500.00	31,805.00
110 E 44400 465 000 00000 000					REC - Youth Cheerleading	26,000.00	0.00	4,016.61	-15,000.00	15,016.61
110 E 44400 475 000 00000 000					REC - Youth Football	25,000.00	0.00	525.00	15,000.00	40,525.00
110 E 44400 476 000 00000 000					REC - Recreation Camps	10,000.00	0.00	0.00	-5,000.00	5,000.00
110 E 44400 480 000 00000 000					REC - Health & Fitness	0.00	0.00	0.00	5,000.00	5,000.00
110 E 44710 122 000 00000 000					PRK -Temporary Employee Wages	0.00	0.00	0.00	8,000.00	8,000.00
110 E 44710 242 000 00000 000					PRK - Water	0.00	0.00	0.00	10,000.00	10,000.00
110 E 44710 290 000 00000 000					PRK - Contracted Service	24,840.00	0.00	0.00	-8,000.00	16,840.00
110 E 44710 331 000 00000 000					PRK - Gas, Oil, Diesel	0.00	0.00	7,000.00	1,000.00	8,000.00
110 E 44710 341 000 00000 000					PRK - Tools	2,500.00	0.00	0.00	11,500.00	14,000.00

Shelby County Sheriff's Office



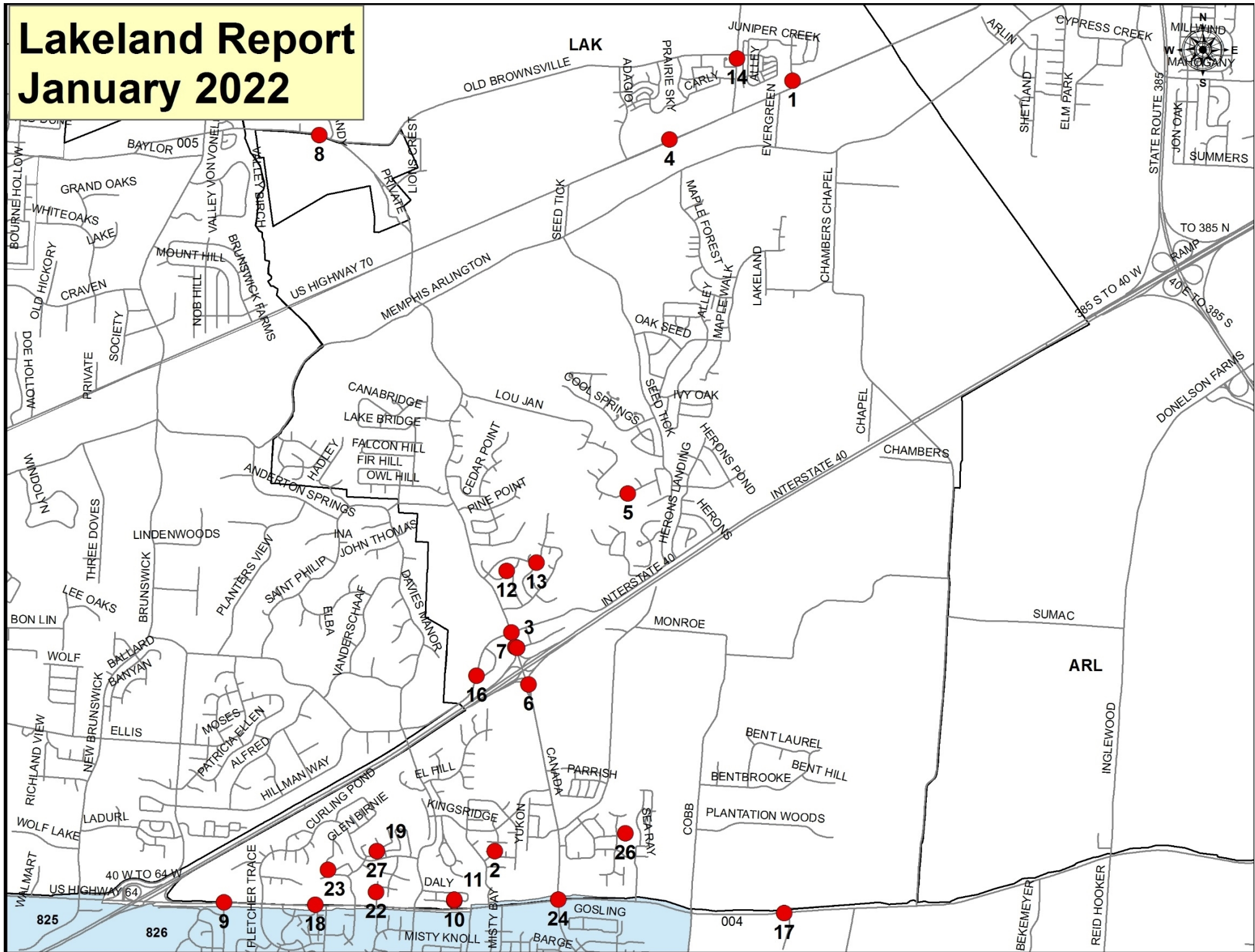
Crime Report

Lakeland, TN 38002

January 2022

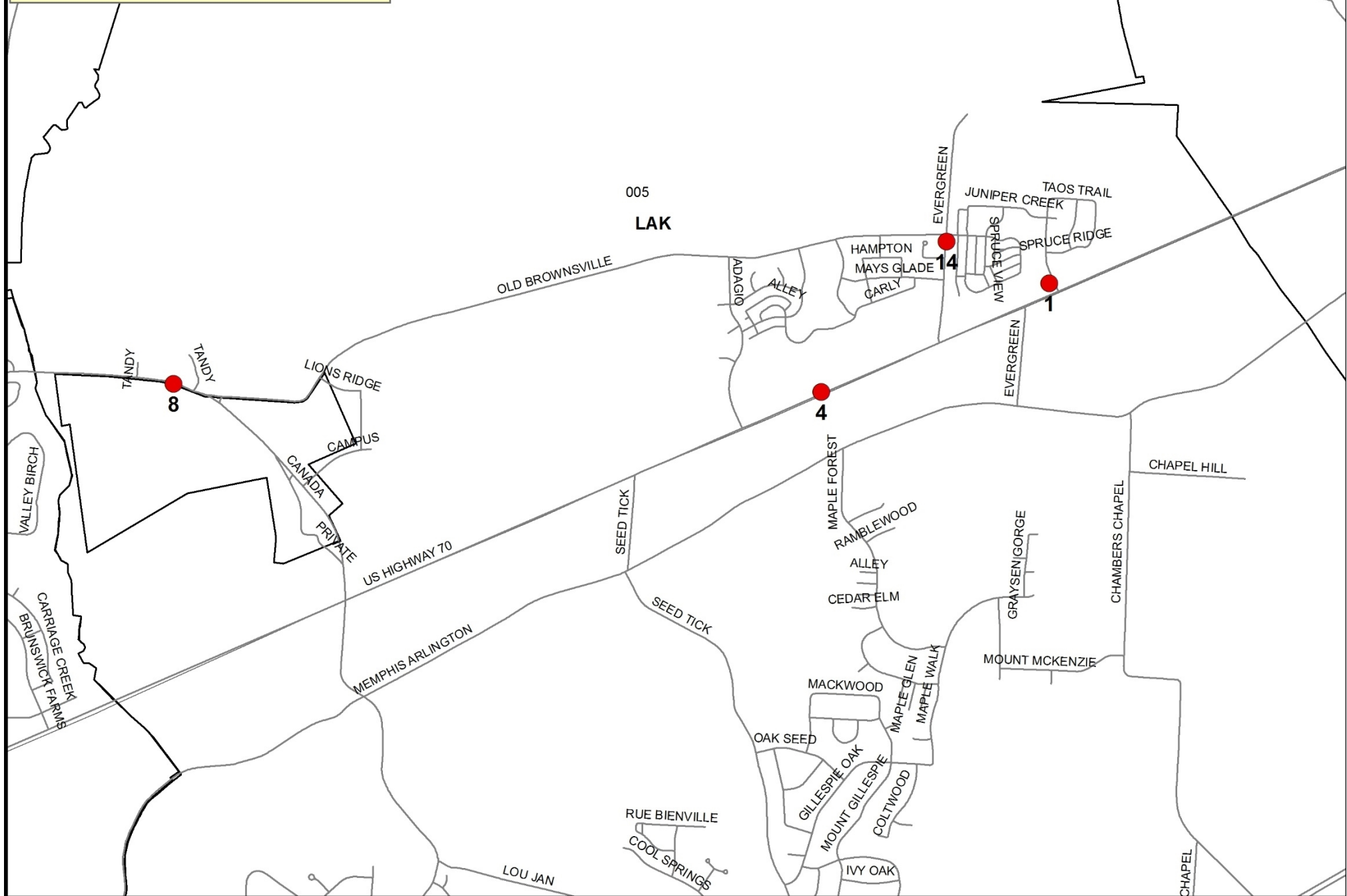
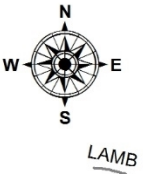
Lakeland Report

January 2022



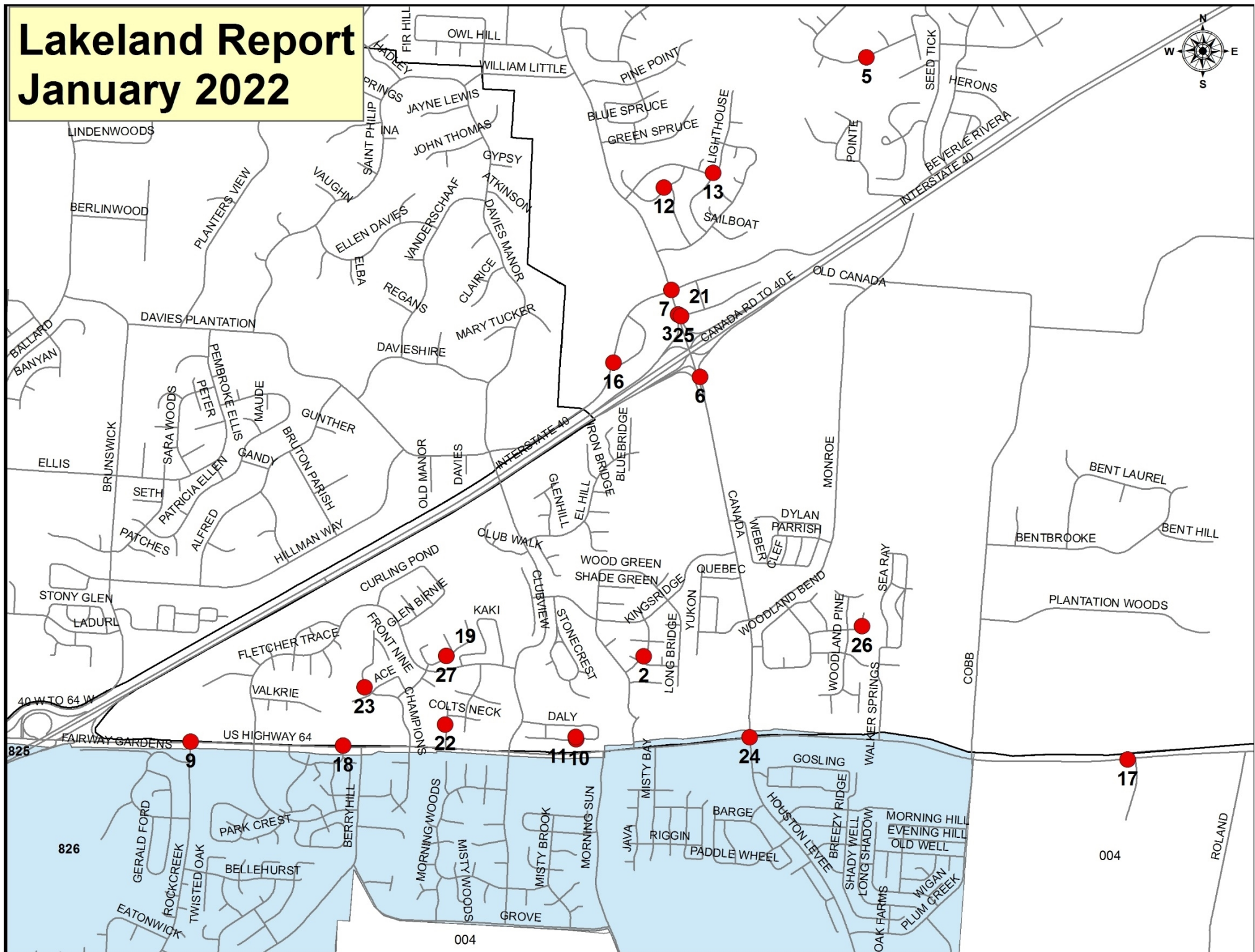
Lakeland Report

January 2022



Lakeland Report

January 2022



Incident Table

ID #	CASE_NUMBER	DEPT. CODE	METHOD OF ENTRY	DATE OF REPORT
1	2201000136SH	Burglary/Construction	THROUGH UNLOCKED DOOR	01/02/2022 10:38:00 AM
2	2112001427SH	Intimidation		01/01/2022 12:34:00 AM
3	2112001432SH	Simple Assault/DV		01/01/2022 1:42:00 AM
4	2201000172SH	Burglary/Construction	THROUGH UNLOCKED DOOR	01/03/2022 1:03:00 PM
5	2201000353SH	Other Larceny/Access Device		01/08/2022 1:02:00 PM
6	2201000201SH	Shoplifting/Misdemeanor	LAWFUL FRONT DOOR	01/04/2022 1:58:00 AM
7	2201000661SH	Drugs/Narcotics Violation/Misdemeanor		01/15/2022 2:35:00 AM
8	2201000663SH	MVT/Passenger Vehicle		01/15/2022 10:26:00 AM
9	2201000535SH	Stolen Property		01/12/2022 6:21:00 PM
10	2201000550SH	Theft from Motor Vehicle		01/13/2022 2:50:00 AM
11	2201000549SH	Theft from Motor Vehicle		01/13/2022 1:39:00 AM
12	2201000603SH	Theft of Vehicle Parts/Accessories		01/13/2022 6:44:00 PM
13	2201000575SH	Vandalism/Misdemeanor		01/13/2022 11:00:00 AM
14	2201000922SH	Aggravated Assault/DV		01/22/2022 3:51:00 AM
15	2201000723SH	Theft from Building	LAWFUL FRONT DOOR	01/17/2022 5:03:00 PM
16	2201000829SH	Theft from Motor Vehicle	BROKE SIDE WINDOW	01/19/2022 6:00:00 PM
17	2201000927SH	Theft of Other Trailer		01/22/2022 9:19:00 AM
18	2201001172SH	Burglary/DV (Domestic Violence)	PICKED FRONT DOOR	01/28/2022 4:10:00 AM
19	2201001218SH	Burglary/Non-residential	PRIED FRONT DOOR	01/29/2022 4:28:00 PM
20	2201001163SH	Burglary/Residential	FRONT DOOR	01/27/2022 10:04:00 PM
21	2201001118SH	Drugs/Narcotics Violation/Felony		01/27/2022 3:00:00 AM
22	2201000988SH	Impersonation		01/24/2022 11:43:00 AM
23	2201001112SH	Intimidation		01/26/2022 9:10:00 PM
24	2201001036SH	Other Theft/Non-Specific		01/25/2022 10:03:00 AM
25	2201001118SH	Recovery/Foreign with Arrest		01/27/2022 3:00:00 AM
26	2201001234SH	Simple Assault/DV		01/29/2022 11:37:00 PM
27	2201001218SH	Theft from Motor Vehicle	PRIED FRONT DOOR	01/29/2022 4:28:00 PM

Incident Count

Incident Type 	Count
Aggravated Assault/DV	1
Burglary/Construction	2
Burglary/DV (Domestic Violence)	1
Burglary/Non-residential	1
Burglary/Residential	1
Drugs/Narcotics Violation/Felony	1
Drugs/Narcotics Violation/Misdemeanor	1
Impersonation	1
Intimidation	2
MVT/Passenger Vehicle	1
Other Larceny/Access Device	1
Other Theft/Non-Specific	1
Recovery/Foreign with Arrest	1
Shoplifting/Misdemeanor	1
Simple Assault/DV	2
Stolen Property	1
Theft from Building	1
Theft from Motor Vehicle	4
Theft of Other Trailer	1
Theft of Vehicle Parts/Accessories	1
Vandalism/Misdemeanor	1
Grand Total	27

END OF PRESENTATION

LAKE LAND MUNICIPAL COURT
SEMI-ANNUAL REPORT
YEAR-END 2021



IN THE SUPREME COURT OF TENNESSEE
AT NASHVILLE

IN RE: COVID-19 PANDEMIC

No. ADM2020-00428

FILED
03/17/2021
Clara J. White
Appellate Clerk

ORDER MODIFYING CAPACITY, DISTANCING, AND FACIAL COVERING
REQUIREMENTS

On March 13, 2020, in response to the COVID-19 pandemic, the Chief Justice of the Tennessee Supreme Court declared a state of emergency for the Judicial Branch of Tennessee government and activated a Continuity of Operations Plan for the courts of Tennessee. See Tenn. Const. Art. VI, § 1; Tenn. Code Ann. §§ 16-3-501 to 16-3-504 (2009); *Moore-Penney v. State*, 515 S.W.3d 271, 276-77 (Tenn. 2017); Tenn. Sup. Ct. R. 49. This state of emergency constitutes a “disaster” for purposes of Tenn. Sup. Ct. R. 49 and Tenn. Code Ann. § 28-1-116. The Court suspended in-person court proceedings and extended deadlines. On July 9, 2020, the Court ordered the mandatory use of facial coverings.

The suspension of in-person court proceedings and the extension of deadlines continued, with modifications, through February 12, 2021, at which time the Court lifted the suspension of in-person court proceedings in termination of parental rights cases, effective March 1, 2021. The Court also lifted the suspension of all other in-person court proceedings in all state and local courts in Tennessee, including but not limited to municipal, juvenile, general sessions, trial, and appellate courts, effective March 15, 2021. The suspension of all jury trials was lifted on March 31, 2021. The Court has continued to grant discretion to all judicial districts to conduct in-person court proceedings in accordance with this Court’s prior orders and the approved comprehensive written plans for each judicial district.

With the continued decline of COVID-19 cases, hospitalizations, and deaths in Tennessee and the ready availability of COVID-19 vaccines, see Executive Order 80, the Court hereby adopts the following provisions:

1) The requirement of six feet of distance between persons in the courtroom is modified to require three feet of distance between persons in the courtroom, effective immediately.

CITY of LAKELAND

IN THE MUNICIPAL COURT FOR THE CITY OF LAKELAND, TENNESSEE

MODIFICATIONS TO THE COVID-19 REOPENING PLAN

In keeping with the Order Modifying Capacity, Distancing, And Facial Covering Requirements issued by the Tennessee Supreme Court on May 14, 2021, the following are modifications to the original Lakeland Municipal Court Reopening Plan that was approved on June 5, 2020:

1. The social distancing requirement shall be reduced from six (6) feet to three (3) feet, and shall be adjusted in the future in accord with CDC guidelines and further Orders of the Tennessee Supreme Court.
2. Courtroom capacity limitations are lifted. This Court will, however, retain the discretion to limit the number of people in a courtroom as health and safety conditions or other circumstances necessitate.
3. Use of facial coverings by all persons in the courtroom will be suggested, particularly for those not fully vaccinated, but will not be required. This Court will, however, retain the discretion to require the use of facial coverings generally or in specific cases, particularly cases involving persons in the courtroom who are at an elevated risk from COVID-19. Any person desiring to wear a facial covering shall be allowed to do so.
4. As stated in the original Reopening Plan, any person who believes they are at risk due to the virus, are exhibiting any symptoms, or have been exposed to the virus within the previous 14 days should call the court clerk for a continuance to a future court date.
5. This Court may, at its discretion, continue to conduct business by means other than in-person court proceedings through the use of telephone, teleconferencing, email, video conferencing or other methods that do not involve in-person contact.

Prepared and submitted electronically to the Presiding Judge of the 30th Judicial District this 18th day of May, 2021

/s/

Kim Koratsky, Municipal Judge

CITY of LAKELAND

Municipal Court | Lakeland, TN x

lakelandtn.gov/423/Municipal-Court

Create an Account - Increase your productivity, customize your experience, and engage in information you care about. Sign In

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- Employment, Volunteering
- Ethics and Anti-Fraud Program
- Non-Discrimination Notice
- Livestreamed Meetings
- Laws & Regulations ▶
- Municipal Court
- Permit Viewer, Mapping
- Property Tax Information

COVID-19 Precautions

Based on the most recent Orders of the Tennessee Supreme Court, as well as guidance issued by the Shelby County Health Department, the Lakeland Municipal Court is implementing the following COVID-19 protocols for In-person proceedings:

- Face covering will be optional, but recommended. Upon request, a mask will be provided to anyone who wishes to wear a mask but does not have one.
- All persons should socially distance at all times.
- Any person who believes they are at risk due to the virus, are exhibiting any symptoms, or have been exposed to the virus within the previous 14 days should call the court clerk at (901) 867-2717 for a continuance to a future court date.
- Should any defendant feel uncomfortable being in the courtroom until his or her case is called, defendant(s) may provide their cell number to the Clerk and will be called in from the parking lot when their case is ready to be heard.
- The Court may, at its discretion, hold virtual hearings as opposed to, or in addition to, in-person proceedings.

Please note that these protocols will be modified based upon any subsequent Orders of the Tennessee Supreme Court, or guidance by the Shelby County Health Department, so please follow any instructions you are given upon entry into City Hall on your court date.

Court Rules and Conduct

11:39 AM
1/23/2022

UPDATE

- Ongoing revision of forms, procedures, and orders
- Assisting with update of Municipal Judges' Deskbook
- Attended Tenn. Municipal Judges Conference
- AOC/NJC Certificate of Judicial Development

MUNICIPAL COURT CASES 2021

Number	Cases by Name	Appeared	# of Violations	Court Date	Court Costs	Fines	Total Fines and Fees Collected	Result	Litigation Fee Collected	State Education Fee	Violations Noted
25	Hinesh Patel	Yes	2	21-Jan	\$100.00	\$100.00	\$200.00	Violations Corrected	13.75	\$1.00	13-106, 17-102 Feb Rpt
21	Janet Little Yow	Yes	1	21-Jan	\$0.00	\$50.00	\$50.00	Conditional return in Feb.	0	\$0.00	13-107
19	Virginia Nairn Kickham	Yes	3	21-Jan		\$200.00	\$200.00	Conditional return in Feb.	0	\$0.00	13-106,13-108, 17-102
20	Dylan Moore	Yes	2	21-Jan	\$0.00	\$50.00	\$50.00	Closed Pd. 150 Total but \$100 recorded in 2020	13.75	\$0.00	On Jan '21 Rpt 13-106, 13-108
23	Antonio Isabell	Yes	1	21-Jan	\$0.00	\$0.00	\$0.00	Conditional return in Feb.	0	\$0.00	13-107
24	Chekib Kchouk	Yes	1	21-Feb	\$0.00	\$0.00	\$0.00	Conditional return in March	0	\$0.00	Art.III, Section 6
21	Janet Little Yow	Yes	1	21-Feb	\$100.00	\$0.00	\$100.00	DECEASED - Uncollectable	13.75		13-107
19	Virginia Nairn Kickham	Yes	3	21-Feb	\$0.00	\$0.00	\$0.00	Conditional return in March	0	\$0.00	13-106,13-108, 17-102
23	Antonio Isabell	Yes	1	21-Feb	\$100.00	\$0.00	\$100.00	Closed	0	\$1.00	March Rpt 13-107
24	Chekib Kchouk	Yes	1	21-Mar	\$0.00	\$0.00	\$0.00	Conditional return in April	\$0.00	\$0.00	Art III, Sec 6 Zoning Reg; Parking, loading and access
19	Virginia Nairn Kickham	Yes	3	21-Mar	\$100.00	\$0.00	\$100.00	Closed	13.75	\$1.00	13-106,13-108,17-102
24	Chekib Kchouk	Yes w/atty	1	21-Apr	\$0.00	\$0.00	\$0.00	Conditional return in May	\$0.00	\$0.00	Zoning, see above
17	Patrick Connolly	No		21-May	\$0.00	\$0.00	\$0.00	Re-opened as Fine not pd	\$0.00	\$0.00	CC processing did not complete. Notices sent, but unanswered
24	Chekib Kchouk	Yes	1	21-May	\$100.00	\$250.00	\$350.00	Closed	\$0.00	\$1.00	Article III Section 6
17	Patrick Connolly	No		21-Jun	\$0.00	\$0.00	\$0.00	Re-opened as Fine not pd	\$0.00	\$0.00	CC processing did not complete. Notices sent, but unanswered
25	Betty R. Pittman	No	2	21-Jun	\$0.00	\$0.00	\$0.00	Rescheduled for July	\$0.00	\$0.00	Zoning Reg. Section 6. G 2-4
17	Patrick Connolly	No		21-Jul				Notice Sent Cert. Mail	\$0.00	\$0.00	PD but included in 2020 Totals
26	Betty R. Pittman	Yes	2	21-Jul	\$0.00	\$0.00	\$0.00	Conditional return August	\$0.00	\$0.00	
27	Timothy & Kayce Glover	No	1	21-Jul	\$0.00	\$0.00	\$0.00	Conditional reset - Aug.	\$0.00	\$0.00	
28	Jeffrey & Kathy Backer	Yes	1	21-Jul	\$0.00	\$0.00	\$0.00	Rescheduled for August	\$0.00	\$0.00	13-104
29	Shaun Watson	No	1	21-Aug	\$0.00	\$0.00	\$0.00	Rescheduled for Sept.	\$0.00	\$0.00	
28	Jeffrey & Kathy Backer	Yes	1	21-Aug	\$0.00	\$0.00	\$0.00	Rescheduled for Sept.	\$0.00	\$0.00	
26	Betty R. Pittman	Yes	2	21-Aug	\$100.00	\$100.00	\$200.00	Closed	\$13.75	\$0.00	Zoning Reg. Section 6. G 2-4

MUNICIPAL COURT CASES 2021

27	Timothy & Kayce Glover	Yes	1	21-Aug	\$100.00	\$50.00	\$150.00	Closed when Paid. Zero payment rec'd in '21	\$0.00	\$0.00	10-101
27	Jeffrey & Kathy Backer	No	1	21-Sep	\$0.00	\$0.00	\$0.00	She needed resched to Oct.	\$0.00	\$0.00	13-104
28	Shaun Watson	No	1	21-Sep	\$100.00	\$50.00	\$150.00	Paid before Court		\$1.00	Closed
29	Dylan Moore	Yes	1	21-Sep	\$100.00	\$50.00	\$150.00	Must pay by Oct 20, '21	\$0.00	\$0.00	13-108
30	Dylan Moore	No	1	21-Oct	\$0.00	\$0.00	\$0.00	Did not pay	0	\$0.00	13-108
30	Timothy & Kayce Glover	No	1	21-Oct	\$0.00	\$0.00	\$0.00	Non Pymt Notices Sent	0	\$0.00	10-101
28	Jeffrey & Kathy Backer	Yes	1	21-Oct	\$0.00	\$250.00	\$250.00	Fines towards Conditional	\$0.00	\$0.00	13-104
28	Jeffrey & Kathy Backer	Yes	1	21-Nov	\$100.00	\$250.00	\$350.00	Pd \$100, still owes \$250. To be closed when paid	\$13.75	\$1.00	Total was \$350 but only \$100 pd.
27	Timothy & Kayce Glover	No	1	21-Nov	\$0.00	\$0.00	\$0.00	Still no pymt. No contact	\$0.00	\$0.00	Moved from Lakeland-No payment received
30	Dylan Moore	No	1	21-Nov	\$0.00	\$0.00	\$0.00	Pd by phone before court	\$13.75	\$1.00	
31	Laura Watson	No	1	22-Nov	\$0.00	\$0.00	\$0.00	No Show-notices posted	\$0.00	\$0.00	13-107
28	Jeffrey & Kathy Backer	No	1	21-Dec			\$0.00	Showed up in the afternoon after court to pay fines and fees. Case Closed	\$0.00	\$0.00	13-104
27	Timothy & Kayce Glover	No	1	21-Dec	\$0.00		\$0.00	Moved No forwarding address	\$0.00	\$0.00	10-101
32	Peter Shehata	Yes	1	21-Dec	\$100.00	\$50.00	\$150.00	Guilty Fines & Fees Pd	\$13.75	\$0.00	Zoning Art III, Sec. 2 Accessory Structure Development Standards
31	Laura Watson	No	1	21-Dec	\$0.00	\$0.00	\$0.00	DNA - Show Cause/Contempt	\$0.00	\$0.00	13-107
Total:					\$1,100.00	\$1,450.00	\$2,550.00				

DISCUSSION ITEMS

- Security Measures
- Collection of Fines and Costs
- Remediation of Violations

QUESTIONS?



**Lakeland Beer Board
Special Meeting Minutes
Thursday, January 13, 2022, 5:00 PM
City Hall, Lakeland, Tennessee 38002**

DRAFT

- I. **CALL TO ORDER BY MAYOR:** The meeting was called to order by Mayor Mike Cunningham 5:02 p.m. on Thursday, November 04, 2021.
- II. **INVOCATION:** The invocation was offered by Mayor Cunningham.
- III. **PLEDGE:** Mayor Cunningham led in the Pledge to the Flag.
- IV. **ROLL CALL BY RECORDER:** Mayor Mike Cunningham, Vice Mayor Michele Dial, Commissioner Jim Atkinson, Commissioner Richard Gonzales, and Commissioner Wesley Wright were present.

Staff personnel in attendance were City Manager Shane Horn, City Engineer Emily Harrell, Planning Director Donald Anthony, Park & Recreation Director Patrick O'Mara, City Recorder Debra Murrell and City Attorney Will Patterson.

V. **PUBLIC COMMENTS:**

VI. **REGULAR AGENDA:**

1. **Resolution – to approve an Application for Certificate of Compliance to engage in the business of retail sales of alcoholic beverages in Lakeland, Tennessee.**

Commissioner Gonzales moved to bring this item to the floor, seconded by Commissioner Wright.

Discussion ensued.

For the record: Comments were heard from the applicants, Mehraj and Cynthia Hudani.

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

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea



Lakeland Beer Board
Special Meeting Minutes
Thursday, January 13, 2022, 5:00 PM
City Hall, Lakeland, Tennessee 38002

DRAFT

2. **Resolution** – to deny an Application for Certificate of Compliance to engage in the business of retail sales of alcoholic beverages in Lakeland, Tennessee.

Commissioner Gonzales moved to bring this item to the floor, seconded by Commissioner Atkinson.

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

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea

For the record: Ehab Abdelmelek, the applicant was present in the audience.

3. **Resolution** – to deny an Application for Certificate of Compliance to engage in the business of retail sales of alcoholic beverages in Lakeland, Tennessee.

Commissioner Gonzales moved to bring this item to the floor, seconded by Commissioner Wright.

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

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea

For the record: Helen Kassaye, the applicant was present in the audience.

VII. ANNOUNCEMENTS:



Lakeland Beer Board
Special Meeting Minutes
Thursday, January 13, 2022, 5:00 PM
City Hall, Lakeland, Tennessee 38002

DRAFT

- VIII. **ADJOURNMENT:** There being no other business on which to take action, Commissioner Gonzales moved to adjourn the meeting, seconded by Commissioner Atkinson. ***Motion carried, voice vote, all in favor (5-0).***

The meeting was adjourned at 5:24 p.m. on Thursday, January 13, 2022.

These minutes were approved on February 03, 2022.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell
City Recorder



**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, JANUARY 13, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002**

DRAFT

- I. **CALL TO ORDER BY MAYOR:** The meeting was called to order by Mayor Mike Cunningham 5:36 p.m. on Thursday, January 13, 2022.
- II. **INVOCATION:** Offered at a previous meeting.
- III. **PLEDGE:** Offered at a previous meeting.
- IV. **ROLL CALL BY RECORDER:** Mayor Mike Cunningham, Vice Mayor Michele Dial, Commissioner Jim Atkinson, Commissioner Richard Gonzales, and Commissioner Wesley Wright were present.

Staff personnel in attendance were City Manager Shane Horn, City Engineer Emily Harrell, Planning Director Donald Anthony, Park & Recreation Director Patrick O'Mara, Public Works Director Daniel Lovett, City Recorder Debra Murrell and City Attorney Will Patterson.

- V. **PUBLIC HEARING:**
- VI. **TREASURER'S REPORT:**
 1. City Manager Shane Horn offered the Treasurer's Report for the month of December.
- VII. **REPORTS FROM COMMITTEES, MEMBERS OF THE BOARD OF COMMISSIONERS & OTHER OFFICERS:**
 - Sheriff's Report: Summary report for the month of December (*Given by Lt. Jason Valentine*)
 - City Manager's Report: City Manager Shane Horn offered a report.
 - Commissioners' Report:
 - Vice Mayor Dial offered a report on PRB activities (Zoom Recording for meetings).
 - Commissioner Atkinson offered a report on MPC/DRC activities.
 - Commissioner Wright offered a report on Retail Strategies Update.
- VIII. **PUBLIC COMMENTS:**

Comments were heard from the following:
Joyce Wright – 4000 block of East Fir Hill Drive
- IX. **SEWERAGE COMMISSION BUSINESS:**

For the record: The order of business was changed by unanimous consent to move item # 6 of New Business up on the agenda.



**BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, JANUARY 13, 2022, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002**

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6. Discussion and possible action on the mapping and locations for additional Flock Safety cameras in Lakeland.

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

For the record: Comments were heard from Detective Mike Cooley of the Shelby County Sheriff's Office.

Discussion only, no action was taken.

X. CONSENT AGENDA:

1. **Approval of Meeting Minutes from Previous Meetings:**
December 09, 2021
2. **Ordinance – First Reading** – adopting the 2021 edition of the International Code Council International Fire Code. *Sponsored by Shane Horn*
3. **Ordinance – First Reading** – to amend Chapter 20 of the Lakeland Air Pollution Control Code. *Sponsored by Shane Horn*
4. **Ordinance – First Reading** – to amend the bylaws of the Municipal Parks and Recreation Advisory Board of Lakeland, Tennessee, to increase membership to nine (9) and other adjustments. *Sponsored by Vice Mayor Dial*
5. **Resolution** – authorizing the City Manager to execute a renewal agreement for DebtBook. *Sponsored by Michael Walker*
6. **Resolution** – authorizing the City Manager to approve an updated TOSHA safety plan. *Sponsored by Daniel Lovett*
7. **Resolution** – authorizing an appointment to the Parks and Recreation Natural Resources Board. *Sponsored by Vice Mayor Dial*
8. **Resolution** – approving the purchase of a 2022 Ford Ranger 4x4 SuperCrew XL from Ford of Murfreesboro through State of Tennessee statewide contract #73320. *Sponsored by Patrick O'Mara*

Commissioner Atkinson moved to approve the consent agenda as presented, seconded by Commissioner Gonzales.

When the question was called the motion carried, roll call vote, 5 in favor 0 against (5-0).

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea



BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, JANUARY 13, 2022, 5:30 P.M.
CITY HALL, LAKE LAND, TENNESSEE 38002

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XI. REGULAR AGENDA:

1. **Resolution** – *approving a residential subdivision development contract with Lake District, LLC for a 9-lot subdivision to be known as The Willows at the Lake Phase 2. Sponsored by Emily Harrell*

Commissioner Wright moved to bring this item to the floor, seconded by Commissioner Gonzales.

For the record: Commissioner Atkinson made a disclosure statement that he was employed by the company representing the applicant, but he did not have a conflict of interest since he had no monetary investment in the company.

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

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea

2. **Resolution** – *approving an Inter-Jurisdictional Agreement between the City of Memphis and the City of Lakeland and a Bill of Sale for Sanitary Sewer Assets in Stonebridge Subdivision. Sponsored by Emily Harrell*

Commissioner Gonzales moved to bring this item to the floor, seconded by Commissioner Wright.

Discussion ensued.

After the discussion Vice Mayor Dial moved to defer this item to the next meeting, seconded by Commissioner Wright.

When the question was called the motion carried, roll call vote, 5 in favor 0 against (5-0).

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea



BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, JANUARY 13, 2022, 5:30 P.M.
CITY HALL, LAKE LAND, TENNESSEE 38002

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3. **Resolution** - *authorizing the City Manager to approve a Notice of Intent to participate in the FY2022-FY2025 ReGIS Imagery Project. Sponsored by Josh Thompson*

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

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

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea

4. **Resolution** - *to recognize and honor Kembree Darakshani for her exemplary work within the Lakeland community. Sponsored by Commissioner Wright*

Mayor Cunningham moved to defer this item, seconded by Commissioner Gonzales.

For the record: Comments were heard from the following:
Joyce Wright – 4000 block of East Fir Hill Drive

When the question was called the motion carried, roll call vote, 5 in favor 0 against (5-0).

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea

5. **Resolution** – *approving a professional services agreement with Kimley Horn and Associates, Inc. for the Heathfield at Scotts Creek Traffic Impact Study Amendment – Seed Tick Road Extension. Sponsored by Emily Harrell*

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



BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
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When the question was called the resolution passed, as presented, roll call vote, 5 in favor 0 against (5-0).

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea
Commissioner Wright	Yea
Mayor Cunningham	Yea

6. Discussion and possible action on the mapping and locations for additional Flock Safety cameras in Lakeland. (Moved up on the agenda)

For the record: the following discussion item was added to the agenda by Mayor Cunningham with no objection.

7. Discussion on directing staff to establish a process to appoint an annual City of Lakeland Volunteer of the Year Award.

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

Discussion ensued.

Discussion only, no action was taken.

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT: There being no other business on which to take action, Commissioner Gonzales moved to adjourn the meeting, seconded by Commissioner Atkinson. ***Motion carried, voice vote, all in favor (5-0).***

The meeting was adjourned at 7:50 p.m. on Thursday, January 13, 2022.

These minutes were approved on February 03, 2022.

Mike Cunningham, Mayor

ATTEST:

Debra Murrell
City Recorder

ORDINANCE O-1-2022

AN ORDINANCE ADOPTING THE 2021 EDITION OF THE *INTERNATIONAL CODE COUNCIL INTERNATIONAL FIRE CODE* INCLUDING CERTAIN APPENDICES IN THAT CODE, AND OTHER LOCAL AMENDMENTS, AND AMENDING TITLE 7 CHAPTER 3, SECTION 7-301 FIRE PREVENTION CODE OF THE CODE OF ORDINANCES OF THE CITY OF LAKELAND, TENNESSEE

WHEREAS, the City of Lakeland Board of Commissioners seek to adopt and maintain a comprehensive set of coordinated Technical Codes and to update those Codes to assure the safe and effective fire protection measures in the construction of commercial and residential buildings and structures in the Community; and

WHEREAS, it has been determined that it is necessary and prudent to adopt newer code editions covering these important public safety requirements related to fire prevention and control which had previously been covered by regulations in the 2015 edition of *ICC International Fire Code*, which is outdated and;

WHEREAS, the certain provisions of the 2021 Edition of the *ICC International Fire Code*, when adopted by the Board, will provide a modern and internally consistent Code for such fire prevention efforts and is within the family of codes already adopted in the City of Lakeland.

NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF LAKELAND, TENNESSEE:

(a) That the 2021 Edition of the *ICC International Fire Code* is hereby adopted by reference, a copy of said code being on file in the Office of the Shelby County Fire Department, 1075 Mullins Station Road Bldg. C 2nd Floor Memphis TN 38134 and Lakeland City Hall, 10001 US Highway 70, Lakeland, TN 38002.

(b) **BE IT FURTHER ORDAINED**, That the following Appendices of the 2021 Edition of the *ICC International Fire Code*, or as locally drafted, are also adopted, but that any appendix not listed in this ordinance is specifically not adopted: **Appendix A** – Permit, Plans and Inspection Fees, **Appendix B** - Fire Flow Requirements for Buildings, **Appendix C** – Fire Hydrant Locations and Distribution, **Appendix D** – Fire Apparatus Access Roads, **Appendix E** – Hazard Categories, **Appendix F** – Hazard Ranking, and **Appendix G** -Cryogenic Fluids – Weight and Volume Equivalents, **Appendix H** – Hazardous Materials Management Plans and Hazardous Materials Inventory Statement Instructions, **Appendix I**- Fire Protection Systems – Noncompliant Conditions, **Appendix J**- Building Information Signs, **Appendix K**- Construction Requirements for Existing Ambulatory Care Facilities, **Appendix L**- Requirements for Firefighting Air Replenishing Systems.

(c) BE IT FURTHER ORDAINED, that the 2021 Edition of the *International Fire Code* is amended by this adoption to include the local amendments attached to this Ordinance as Exhibit A;

(d) BE IT FURTHER ORDAINED, that Title 7 Chapter 3, Section 7-301 of the City of Lakeland Code of Ordinances is amended to make such changes as necessary to implement the update of this code, in accordance with the changes shown in Exhibit B, which is attached hereto and incorporated herein by reference;

(e) BE IT FURTHER ORDAINED, That the provisions of this ordinance are hereby severable. If any of these sections, provisions, sentences, clauses, phrases or parts are held unconstitutional or void by a court of competent jurisdiction the remainder of this ordinance shall continue in full force and effect.

First Reading: January 13, 2022

Public Hearing: February 10, 2022

Final Reading: February 10, 2022

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell, *City Recorder*

EXHIBIT A

Shelby County

2021 Fire Code Amendments

County Fire Prevention Code Amendments to the 2021 Edition of the ICC International Fire Code

103.2 Appointment is amended to delete the entire section without substitution

103.3 Deputies is amended to delete the entire section without substitution

104.6 Official records is amended to delete the entire section and subsections **104.6.1 Approvals**, **104.6.2 Inspections**, **104.6.3 Fire Records**, and **104.6.4 Administration** without substitution.

105.5.29 LP gas is amended to add the following sentence at the end of section 1 after the word “gas”:

It shall be the responsibility of the owner of the LP container to obtain the permit.

105.6.49 Temporary membrane structure and tents is amended to delete the second section and substitute in lieu thereof the following:

2. Funeral Tents and curtains or extensions attached thereto when used for funeral services.

105.4.49 Temporary membrane structures and tents. is further amended by adding the following new sub-section:

105.5.49.1 Responsibly It shall be the responsible of the owner of the tent to obtain the permit

105.6.24 Temporary membrane structures and tents is amended to delete the third exception without replacement.

105.6.24 Temporary membrane structures and tents is further amended by adding the following new sub-section:

105.6.24.1 Responsibility. It shall be the responsibility of the owner of the tent to obtain the permit.

106.4. Retention of construction documents is amended to delete the first sentence “one set of construction documents shall be retained by the fire official for a period of 180 days from the date of completion of the permitted work, or as required by state or local laws,” without substitution.

110.1 Authority to disconnect service utilities is amended to delete the last sentence, “If not notified prior to disconnection, then the owner, the owner’s authorized agent or occupant of the building, structure or service system shall be notified in writing as soon as practical thereafter,” without substitution.

111 Means of Appeals is amended by adding the following new sub-section:

111.5 Notice of appeal. Notice of appeal shall be in writing and filed with the Building Official within 15 days of a decision that is rendered by the fire code official.

112.4 Violation penalties is amended to delete the words “guilty of a [SPECIFY OFFENSE] punishable by a fine of not more than [AMOUNT} dollars or by imprisonment not exceeding [NUMBER OF DAYS}

or both such fine and imprisonment” and replacing with the words “subject to a citation and or fines as determined by a court of law”

113.4 Failure to comply is amended to delete the words “subject to fines established by the authority having jurisdiction” and replace with the words “guilty of a civil offense subject to a citation and/or fines as determined by a court of law.”

CHAPTER 2

Definitions

Section 202 General definition is amended by adding the following definitions in their appropriate alphabetic location

Automated external defibrillator (AED): A medical device heart monitor and defibrillator that:

- (1) Has received approval of its premarket notification, filed pursuant to 21 U.S.C. §360(R), from the United States Food and Drug Administration.
- (2) Is capable of recognizing the presence or absence of ventricular fibrillation or rapid tachycardia, and can determine, without intervention by an operator, whether defibrillation should be performed; and
- (3) Upon determining that defibrillation should be performed, it automatically charges and requests delivery of an electrical impulse to an individual’s heart.

Fenced compounds: Properties such as, but not limited to, car lots, storage lots, warehouses, retail or wholesale businesses, night watchmen staffed facilities, or the facility is open during business hours and uninhabited when closed, etc.

Light wood truss Manufactured from the natural wood fiber in trees, cut and dried to nominal dimensions such as 2x4, 2x6, 2x8, 2x10, 2x12, etc., which is used in floor and ceiling systems. These wooden structures are composed of a combination of members such as chords, diagonals and web members, usually in some triangular arrangements to constitute a rigid framework.

Chord: A principal member of a truss which extends from one end to the other, primarily to resist bending; usually one of a pair of such members.

Diagonal: In a framed structure, an inclined member is running across a panel as in a truss.

Web: The portion of a truss or girder between the chords or flanges, whose principal function is to resist shear on the span.

Mobile food preparation vehicle: A mobile food preparation vehicle is any motorized vehicle that includes a self-contained or attached trailer kitchen in which food is prepared, processed or stored and used to sell and dispense food to the ultimate consumer. Mobile units must be mobile at all times during operation. The unit must be on wheels (excluding boats) at all times. Any mobile food unit that removes such wheels or becomes stationary must meet Tennessee Department of Health Regulations Chapter 1200-23-1 et seq. in its entirety. This definition does not include pushcarts as regulated by city codes and prohibited from selling potentially hazardous foods by the state department of health, nor vehicles from which only ice cream and other frozen non-hazardous food products are sold, nor vehicles operating under special event permit.

Residential communities: A community shall be defined as a location at which a group resides and/or dwells, including but not limited to, apartments, hotels, modular home communities, private subdivision, etc.

Chapter 3

General Requirements

308.1.4 Open-flame cooking devices is amended to delete the second and third exceptions and substitute in lieu thereof the following:

2. Electric grills not employing open flames for the cooking medium are permitted.

311.5 Placards is amended to delete the words “as required by Sections 311.5.1 through 311.5.5” after the word “marked”.

311.5.1 Placard location is deleted without substitution

311.5.2 Placard size and color is deleted without substitution

311.5.3 Placard date is deleted without substitution

311.5.4 Placard symbols is deleted without substitution

311.5.5 Informational use is deleted without substitution

319.1 General is amended to add the following sentence after the section following the word “section”:

“Mobile units must remain mobile at all times during operation. The unit must be on wheels (excluding boats) at all times. Any mobile food unit that removes such wheels or becomes stationary must meet Tennessee Department of Health Regulations Chapter 1200-23-1 et seq. in its entirety. Mobile food preparation vehicles do not include pushcarts as regulated by city codes and prohibited from selling potentially hazardous foods by the state department of health, nor vehicles from which only ice cream and other frozen non-hazardous food products are sold, nor vehicles operating under special event permit.”

319.8.2 General is amended to add the words “in accordance with NFPA 96” at the end of the section following the word “movement”.

Chapter 4

Emergency Planning and Preparedness

401.1 Scope is amended to delete the exception without replacement

402.1 Definitions is amended to add the following definition term:
“AUTOMATED EXTERNAL DEFIBRILLATOR (AED).”

408.1 Where required. An Automated External Defibrillator shall be installed and maintained in newly constructed or newly classified Group A, B, E, F, H, I, M, R-1, R-2, R-4 and S occupancies with an occupant load of 300 or more.

408.2 Location. Automated External Defibrillators shall be located in conspicuous locations where they will be readily accessible and immediately available for use. AED devices, where required, shall be installed in sufficient numbers and in locations so that an AED device shall be accessible within three (3) minutes in the event of an emergency, in accordance with American Heart Association recommendations.

408.2.1 Unobstructed and unobscured. Automated External Defibrillators shall not be obstructed or obscured from view. Means shall be provided within occupancies and at outdoor public assemblages and events to indicate the location of AEDs.

408.2.2 Cabinets. Cabinets used to house Automated External Defibrillators shall not be locked.

Exceptions:

1. Where Automated External Defibrillators subject to malicious use or damage are provided with a means of ready access.
2. In Group I-3 occupancies and in mental health areas in Group I-2 occupancies, access to Automated External Defibrillators shall be permitted to be locked or to be located in staff locations provided the staff has keys.

408.3 General requirements. Automated External Defibrillators and the programs for their use shall comply with the requirements set forth in the Tennessee Code Annotated and the rules adopted by the Tennessee Department of Health.

408.3.1 Required Maintenance. Automated External Defibrillators shall be maintained and tested in accordance with the manufacturer's operational guidelines. Written records of all maintenance and testing performed on AEDs shall be maintained.

408.3.2 Registration. Automated External Defibrillators shall be registered with the primary provider of emergency medical services where the defibrillator is located. A copy of the required AED program and plan for each installation shall be included with the registration.

Chapter 5 Fire Service Features

502.1 Definitions is amended to add the following definitions in their appropriate alphabetic location:

Residential communities A community shall be defined as a location at which a group resides and/or dwells, including but not limited to apartments, hotels, modular home communities, private subdivisions, etc.

Fenced compounds. Properties such as, but not limited to, car lots, storage lots, warehouses, retail or wholesale businesses, night watchman staffed facilities, or the facility is open during business hours and uninhabited when closed, etc.

503.2.5 Dead ends is amended to add the following words after the end of the last sentence following the word "apparatus":

Turnarounds required by this section shall comply with Table D103.4, "Requirements for dead end fire apparatus access road" in Appendix D of this code.

503.6 Security gates is amended to delete the entire section and substituting in lieu thereof the following:

503.6 Security gates. Any gated and/or fenced community shall have at least ~~on~~ a 20 foot opening gate which shall be designated as the Fire Department primary access. This gate shall conform to Sections 503.6.1.1 through 503.6.1.6 and, if automated shall be siren activated and equipped with both primary and secondary overrides.

Exception: Group R-3 occupancies are exempt from the requirements of this section when the fenced area is for a single occupancy.

503.6.1 Automatic gates. All automatic gates on required fire department access roadways, as determine by the fire official, shall provide approved override and power-off equipment. This override system shall provide controls to open and override time functions for emergency access and power off equipment for manual operation.

503.6.1.1 Emergency override. Emergency override of all automated gate systems shall operate with power on or off. The emergency override system shall consist of a fire access housing designated as follows: The access box shall be red in color and display “Fire Dept” or “Fire Access” in white letters on the face plate. The face plate shall be hinged and designed to accept a Medeco padlock keyed to the Shelby County access key. The Fire Access housing shall be equipped with an internal switch so that when the padlock is removed and the face plate is opened, it will signal the automated gate to open. The automated gate shall remain open if the face plate remains open. Upon closing of the face plate and reinserting the Medeco padlock, the automated gate shall return to normal operation. The Fire Access housing shall be installed in a manner so as to be plainly visible from the cab of the approach emergency vehicle.

503.6.1.2 Manual Disconnects. All automated entry gates shall be equipped with MEDECO padlocked disconnects for the use if the power supply to the automated gate fails or the Fire Access housing device fails to open the gate.

503.6.1.2.1 For a sliding gate, the rear chain attachment point, at which the chain connects to the physical gate, shall be padlocked, and secured with a Shelby County keyed MEDECO lock. If the disconnect is not accessible from the public side or the secured side of the gate, a walk gate padlocked with a Shelby County keyed MEDECO lock shall be installed to allow access to the disconnect.

503.6.1.2.2 For a swing gate, the attachment point of the swing gate to the opening point gate shall be equipped with a disconnect pin that shall be padlocked. As with the slide style gate, this pin shall be accessible from both the public and secured sided of the gate.

503.6.1.3 Additional gates. If a community design prevents emergency equipment from accessing any area of the property from the primary access gate, it may be deemed necessary by the Fire Official that more than one Fire Department access gate is required. Additional emergency access gates shall conform to the same standards as the primary gate, unless the Fire Marshal declares these gates to be secondary and allows them to be padlock secured with a Shelby County keyed Medeco lock, interlocked with the owner’s lock.

503.6.1.4 Locking access gates. If locked, gates in fenced compounds shall be padlock secured with a Shelby County keyed Medeco padlock, interlocked with the owner’s lock.

503.6.2 Access to hydrants. The Fire Marshal shall require all fences that impede access to hydrants, whether from the street or to the structure, to have 48" walk gates installed at or near those hydrants. To allow proper access to the hydrant for fire fighting purposes these fences shall not be located within a 10' radius of the centerline of the hydrant. Additionally, long runs of fencing that block access to buildings shall require the installation of walk gates at intervals not exceeding 300 linear feet. Gates installed at hydrants may be included to meet this requirement. If locked, required walk gates shall be equipped with a MEDECO lock properly keyed for Shelby County Fire Department use.

505 Premises identification is amended to add the following new sub-section

505.3 Identifying emblems for structures with light wood truss construction

505.3.1 Emblems permanently affixed. An identifying emblem shall be permanently affixed as prescribed by this code at all building having light wood truss construction. This section shall not apply to one- and two family dwellings.

505.3.2 Emblems description. The identifying emblem shall be in the shape of an isosceles triangle with the vertical height of six (6) inches and a horizontal length of twelve (12) inches. The background of the emblem shall be made of a white reflective material and all lettering thereon shall be made of a red reflective material, said lettering having a minimum height of at least four (4) inches with a one-half (1/2) inch stroke.

The emblem shall contain the following designations to identify the presence of wood trusses in the structure

- (1) "F" shall designate a floor with truss construction.
- (2) "R" shall designate a roof with truss construction
- (3) "R/F" shall designate both a floor and roof truss construction.

505.3.3 Location of emblem. The emblem shall be permanently affixed at one of the following locations:

- (1) Where a building or group of buildings has an approved Fire Department access drive meeting the requirements of Section 503 of the International Fire Code, 2015 edition, emblems shall be placed at each entrance on the left side of each drive at a height of 3 to 5 feet above ground, no more than 3 feet from the curb line; or,
- (2) Where a building or group of buildings do not have approved Fire Department access drive(s) immediately adjacent to the building, the emblem shall be affixed to each building on the address side of the building visible to approaching fire companies; or,
- (3) At such other locations(s) approved by the Fire Official

If a building exceeds 12 tenant spaces or 12,000 square feet, additional emblems shall be provided on the building at locations designated by the Fire Official. These emblems shall be installed and maintained by the owner of the structure(s).

507.3 Fire flow is amended to add the following words after the end of the last sentence following the word "method"

Fire flows required by this section shall comply with Appendix B Fire-Flow Requirements for Buildings as amended in this code.

507.3 is further amended by adding the following new sub-section:

507.3.1 Hydrant systems. All hydrant systems shall be designed such that each individual hydrant on the system shall be capable of flowing a minimum of 1,500 gallons per minute (gpm) at 20 pounds per square inch (PSI)(138kPa) residual pressure.

507.5.2 Inspection, testing and maintenance is amended to add the following new sections:

507.5.2.1 Private hydrants periodic inspection, testing and maintenance. Hydrants shall be inspected monthly to make sure they are not obstructed by storage, weeds, etc., and conveniently accessible, visible and with outlet caps in place. At least once a year they shall be opened and closed to ensure proper operation and drainage in compliance with this Fire Prevention Code as amended and shall be properly lubricated. All such inspection, testing and maintenance shall be performed by a fire protection company licensed by the State of Tennessee. Records of all such inspections, tests and maintenance activities shall be submitted to the County Fire Official who shall maintain a current inventory of such information. Such records shall also be kept on the premises and shall be available for the fire official.

507.5.2.2 Notice to inspect private fire hydrants. Upon failure of any private fire hydrant owner within the unincorporated area of Shelby County to properly inspect, test and maintain such private fire hydrants in accordance with the law, it shall be the duty of the County Fire Department to serve a notice on such owner to inspect their fire hydrant within twenty (20) days of the service of such notice. Such notice may be served personally on the owner by mailing same by registered or certified mail to the owner's last known address or may be posted on the property on which such fire hydrant is located. Service of notice by any of the above methods shall be due notice to such owner. Should the owner or its responsible agent fail to inspect all private fire hydrants on said property following notice as set out above, then the County Fire Department may enter such property or premises directly or through their designated contractor for the purpose of inspection, testing and maintenance of such fire hydrants.

Chapter 5 shall be amended by adding the following new section:

Section 511 Electric security fence installation

511.1 Electric security fence installations. All new and existing electric security fence installations shall be equipped with following features:

- (1) An approved manual disconnect shall be provided that will interrupt the power supply to the fence. The manual disconnect means shall be located at an approved and accessible location. It shall be secured with an approved locking device that is keyed to the Shelby County Fire Department's specifications.
- (2) The manual disconnect means shall clearly indicate the fence's power status; and
- (3) Signage shall be provided at the manual disconnect that indicates "Fence Power Emergency Bypass" in red letters at least 1" high on a white background. Based on the

installation, additional signs may be required at additional points to clearly indicate the location of the manual disconnect means.

Chapter 6
Building Services and Systems
No Amendments

Chapter 7
Fire Resistance-Rated Construction
No Amendments

Chapter 8
Interior Finish, Decorative Materials and Furnishings

806.1.1 Restricted occupancies is amended to add the letter “B” following the letter “A”. This section is further amended to delete the first exception and substitute in lieu thereof the following:

1. Where protected in a manner approved by the fire code official.

Section 806 Decorative vegetation in new and existing buildings is amended to add the following new sub-section:

806.5 Restricted occupancies. Combustible decorative materials such as, but not limited to , cotton batting, vegetation, moss, straw, hay, vines, split bamboo leaves and similar material shall not be used in Group A, B,E, I-1, I-2, I-3, I-4, M, R-1, R-2, or R-4 occupancies.

Chapter 9
Fire Protection Systems

901.2 Construction document is amended to add the following new sub-sections:

901.2.2 Fire sprinkler plans submittals. Plans for the installation of sprinkler system shall be submitted to the fire department and approved prior to installation of any new system and on all existing systems where 10 or more sprinkler heads are added or when calculation for the system must be revised.

901.2.3 Fire alarm plans submittal. Plans for the installation of fire alarm systems shall be submitted to the fire department and approved prior to installation of any new system and for any alterations to exiting systems where devices are added or removed.

901.2.4 All other fire protection system plans. Any plans for the installation of fire protection systems shall be submitted to the fire department and approved prior to installation.

903.2 Where required is amended to add the following words at the end of the last sentence following the number “903.2.12”:

Approved automatic sprinkler systems shall be provided in all new or altered Group A, B, E, F, M, R1, 2, 3, 4, S and U Occupancies that exceed 5,000 square feet (464 m²) of gross

floor space and/or have floor surfaces used for human occupation located more than 20 feet (9.2m) above the lowest level of Fire Department vehicle access. “Altered” for the purpose of this shall mean:

1. The addition to any existing commercial building by twenty (20%) percent
2. Any change in occupancy to a retirement or board and care residency.

903.2.1.1 Group A-1 is amended to delete the first condition and substitute in lieu thereof the following

1. The Building exceeds 5,000 square feet (464 m²)

903.2.1.3 Group A-3 is amended to delete the first condition and substitute in lieu thereof the following

1. The Building exceeds 5,000 square feet (464 m²)

903.2.1.4 Group A-4 is amended to delete the first condition and substitute in lieu thereof the following

1. The Building exceeds 5,000 square feet (464 m²)

903.2.2 Group B ambulatory health care facilities is amended to delete the word “either” in the first sentence and replace it with the word “any” and add “or”. This section is further amended to add the following third condition:

1. The Building exceeds 5,000 square feet (464 m²)

903.2.3 Group E is amended to delete the first condition and substitute in lieu thereof the following

1. Throughout all Group E occupancies greater than 5,000 square feet (464 m²) in area.

903.2.4 Group F-1 is amended to delete the first condition and substitute in lieu thereof the following

1. The Building exceeds 5,000 square feet (464 m²)

Section 903.2.4 is further amended to delete the first condition and substitute in lieu thereof the following

1. The combined area of all Group F-1 Square Footage exceeds 5,000 square feet (464 m²)

903.2.7 Group M is amended to delete the first condition and substitute in lieu thereof the following

1. A Group M occupancy exceeds 5,000 square feet (464 m²)

Section 903.2.7 is further amended to delete the third condition and substitute in lieu thereof the following

3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 12,000 square feet (1,115 m²)

903.2.9 Group S-1 is amended to delete the first condition and substitute in lieu thereof the following:

1. A Group S occupancy exceeds 5,000 square feet (464 m²)

Section 903.2.9 is further amended to delete the third condition and substitute in lieu thereof the following

3. The combined area of all Group S-1 square footage on all floors, including any mezzanines, exceeds 5,000 square feet (1,115 m²)

903.2.9.1 Repair Garages is amended to delete the first condition and substitute in lieu thereof the following:

1. Buildings have two or more stories above ground plane, including basements, with a square footage containing a repair garage exceeding 5,000 square feet (464 m²)

903.2.9.1 is further amended to delete the second condition and substitute in lieu thereof the following:

2. Buildings no more than one story above grade plane, with a square footage containing a repair garage exceeding 5,000 square feet (464 m²)

903.2.10 Group S-2 enclosed parking garages is amended to delete the first condition and substitute in lieu thereof the following:

1. Where the square footage of the enclosed parking garage exceeds 5,000 square feet (464 m²)

903.3.5 Water supplies is amended to add the following words at the end of the second sentence following the word “Code”:

and Memphis Light Gas and Water requirements

903.4 Sprinkler system supervision and alarm is amended to add the following sentence at the end of the section following the “unit.”:

The valves shall also be locked in the normal position.

Section 903.4 is further amended to add exception 9 and 10 at the end of the section:

9. Existing systems that have not been extended, modified or previously electrically supervised may be locked in the normal position.

10. In private fire service mains, underground control or section valves with roadway boxes accessible with a special wrench shall not be required to be electrically supervised or locked in the normal position.

903.4.1 Monitoring is amended to add the following new sub-section:

903.4.1.1 Where monitoring of a sprinkler system is required in this jurisdiction, it shall be by an approved central station and shall be in accordance with the requirements of Fire Alarm Systems for Central Station Service as described in NFPA 72. The method of retransmission of signals shall be approved by the Fire Marshal.

903.4.3 Floor control valves is amended to delete the words “high rise buildings” at the end of the section and replace it with the following words: “all buildings two (2) or more stories in height”. This section is further amended to add the following exceptions at the end of the section:

Exceptions:

1. Buildings equipped with an approved 13 R sprinkler system that are not equipped with a standpipe system.
2. Buildings equipped with an approved 13D sprinkler system.

904.13 Commercial cooking systems is amended to insert the following sentences before the first sentence of this section following the word “systems”:

“Commercial cooking systems shall include all cooking operations except those conducted in one-and two family dwelling units. One-and two family dwellings being used as group homes shall be required to install a suppression system unless otherwise approved by the fire official. Domestic cooking equipment and related exhaust systems/hoods regulated by this section may be protected by an automatic fire extinguishing system of a type recognized for their protection.”

904.13.5.3 Fusible link and sprinkler head replacement is amended to insert the following words in the first sentence following the words “Fusible links”:

“shall be replaced semi-annually”

905.2 Installation standard is amended to add the following sentence at the end of the section following the words “Section 912”:

“Where required, standpipe systems shall be of the wet, automatic dry, or semiautomatic dry types, unless specifically allowed elsewhere in this code.”

905.3 Required installations is amended to delete the numbers “905.3.8” in the first sentence and substitute in lieu thereof the number “905.3.9”

905.3.2 Group A is amended to delete the second exception in its entirety without substitution.

Section 905.3 is further amended to add the following new sub-section:

905.3.9 Other buildings. Buildings 50 feet or more in height, except those with a roof slope greater than 4:12 that do not require a wet standpipe shall be provided with a dry standpipe. The standpipe shall provide coverage of all areas of the building including the roof. The standpipe need not have an automatic water supply and shall be located so that hose lays do not exceed 250 feet. Access to the roof and the standpipe shall be provided. Each standpipe shall be capable of providing 500 gallons per minute at the top most outlet when supplied by fire department equipment. Signage shall be provided on each standpipe indicating that it is a dry standpipe with no automatic water supply.

905.3.1 Height is amended to add the following sentence after the words “parking garages” in Exception 3:

“Class I manual standpipes are allowed in open parking garages that are subject to freezing temperatures, provided that the hose connections are located as required for Class II standpipes in accordance with Section 905.5.”

905.3.2 Group A is amended to delete the second exception in its entirety without substitution.

905.3.5 Underground buildings is amended to delete the words “or manual wet” in the first sentence without substitution.

907.2.5 Group H is amended to delete the letter and number “H-5” in the first sentence and replace it with the letter “H”.

907.5.2.3 Visible alarms is amended to delete the first exception in its entirety without substitution.

907.6.6 Monitoring is amended to add the following new sub-sections:

907.6.6.3 Monitoring requirements. Where monitoring of a fire alarm system is required in this jurisdiction, it shall be by an approved central station and shall be in accordance with the requirements of Fire Alarm Systems for Central Station Service as described in NFPA 72. The method of retransmission of signals shall be approved by the Fire Marshal.

907.6.6.4 Runner service. A runner or technician, as defined by NFPA 72, must be dispatched to the protected premises to arrive within 1 hour after receipt of a signal when required to respond.

910.4 Mechanical smoke removal systems is amended to delete the number “910.4.7” in the first sentence and substitute in lieu thereof the number “910.4.8.”

910.4 Mechanical smoke removal systems is further amended to add the following new sub-section:

910.4.8 Mechanical smoke exhaust system plans submittal. Plans for the installation of all mechanical smoke exhaust systems shall be submitted to the Fire Marshal and approved prior to installation of any new system and for any alterations to existing system where components are added or removed.

910.4.3 System design criteria is amended to add the following sentence at the end of the section following the word, “minute”

The exhaust fans shall be uniformly spaced within the building and the maximum distance between the fans shall be no greater than 100 feet, unless approved by the fire official.

910.4.3.1 Makeup air is amended to add the following sentence at the end of the section following the word, “exhaust”

“Overhead doors shall not be used as required makeup air inlets.”

910.4.5 Manual control location is amended to add the following sentences at the end of the section following the word, “both”:

“The mechanical smoke removal system fire department control panel shall be in an approved location. The control panel may be located at an exterior location approved by the Fire Official. The location and the control panel shall be clearly identified. Automatic sprinkler protection shall be provided in the control panel room.”

910.4.7 Controls is amended to add the following sentence at the end of the section following the word, “system.”

“Controls shall be designed for selective control of no more than 3 smoke removal units. Fans grouped on a single switch shall be in the same fire area.”

Section 912.2 Location is amended to add the following new sub-section:

912.2.3 Proximity to fire hydrants. Fire department connections shall be located not more than 100 feet from an approved fire hydrant.

913.4 Valve supervision is amended to delete the entire section and substitute in lieu thereof the following:

913.4 Valve supervision. All valves which effect the proper operation of the fire pump shall be supervised electrically by an approved central station and be locked in the normal position.

Exception: In private fire service mains, underground control, and section valves with roadway boxes assessable with a special wrench shall not be required to be electrically supervised or locked in the normal position.

914.3.2 Secondary water supplies is amended to add the following words to the end of the last sentence following “NFPA 13”:

“; however, this supply need not exceed 10,000 gallons in capacity unless required by the fire official.”

Chapter 10 Means of Egress

1001.1 General is amended to add the following new sub-section:

1001.3 Other standard. When this code does not contain requirements on a particular aspect of a means of egress system, NFPA 101 may be used as an accepted engineering practice standard.

1008.2 Illumination required is amended to add the flowing at the end of Exception # 2 following the letter “A”:

and Group S (Sprinklered)

1032 Maintenance of the means of egress is amended to add the following new subsections:

1032.11 Overcrowding The number of occupants of any building or portion thereof shall not be permitted to exceed the allowed or posted capacity determined in accordance with the building code.

Chapter 11

**Construction Requirements for Existing Buildings
No Amendments**

**Chapter 12-19
Reserved
No Amendments**

**Chapter 20
Aviation Facilities**

Section 2004 Aircraft Maintenance is amended to add the following new sub-section

2004.8 Drip pans. Every aircraft hangar shall be equipped and maintained with metal drip pans under the engines of all aircraft stored or parked therein.

**Chapter 21
Dry Cleaning
No Amendments**

**Chapter 22
Combustible Dust- Producing Operations
No Amendments**

**Chapter 23
Motor Fuel-Dispensing Facilities and Repair Garages
No Amendments**

**Chapter 24
Flammable Finishes
No Amendments**

**Chapter 25
Fruit and Crop Ripening
No Amendments**

**Chapter 26
Fumigation and Thermal Insecticidal Fogging
No Amendments**

**Chapter 27
Semiconductor Fabrication Facilities
No Amendments**

**Chapter 28
Lumber Yard and Woodworking Facilities
No Amendments**

Chapter 29

Manufacture of Organic Coatings

2909.4.2 Spills is amended by deleting the words “or by burning in the open at an approved detached location” without substitution.

Chapter 30 Industrial Ovens No Amendments

Chapter 31 Tents and Other Membrane Structures

3103.2 Approval required is amended to delete the entire section and substitute in lieu thereof the following:

Exception

2. Funeral Tents and curtains or extensions attached thereto when used for funeral services.

3104.2 Flame propagation performance treatment is amended to add the following sentence at the end of the section following the word, “permit”:

“The flame propagation performance treatment requirements shall also apply to tents or air-supported structures that do not require permits and are used for public gatherings.”

3107.12.5 Cooking tents is amended to add the words “unless approved by the Fire Official” at the end of the section following the numbers and letters “20 feet (6096mm)”

3107.12.6 Outdoor cooking is amended to add the words “unless approved by the Fire Official” at the end of the section following the word “structure.”

Chapter 32 High-Piled Combustible Storage

3206.1.2 Door size and type is amended to add the following exception:

Exception: Roll up doors shall be allowed to be considered for use as fire fighter access doors provided provisions are made for the doors to unlock upon activation of the water flow alarm.

Chapter 33 Fire Safety During Construction and Demolition

3314.4 Detailed requirements is amended to add the flowing sentence at the end of the exception following the word “materials”;

The type of standpipe permitted shall be approved by the Fire Official.

Chapter 34 Tire Rebuilding and Tire Storage No Amendments

Chapter 35
Welding and Other Hot Work
No Amendments

Chapter 36
Marinas
No Amendments

Chapter 37
Combustible Fibers
No Amendments

Chapters 38 through 49
Reserved

No Amendments

Chapter 50
Hazardous Materials – General Requirements
No Amendments

Chapter 51
Aerosols
No Amendments

Chapter 52
Reserved
No Amendments

Chapter 53
Compressed Gas
No Amendments

Chapter 54
Corrosive Materials
No Amendments

Chapter 55
Cryogenic Fluids
No Amendments

Chapter 56
Explosives and Fireworks
No Amendments

Chapter 57
Flammable and Combustible Liquids

5703 General Requirements is amended to add the following new sub-section:

5703.1.4 Unauthorized storage. It shall be illegal to store or keep gasoline powered equipment such as motorcycles, lawn equipment etc. in any building unless the room or space is approved for such use.

5703.5. Labeling and signage is amended to add the word “or combustible” following the word “flammable” in the first sentence:

5704.2.9.6.1 Locations where above-ground tanks are prohibited is amended to delete the words “limits established by law as the limits of districts in which such storage is prohibited (see Section 3 of the Sample Legislation for Adoption of the *International Fire Code* on page xxi)” in the first sentence and substitute in lieu thereof the words “fire district”.

5704.3.3 Indoor storage is amended to add the following Exception # 3:

3. The storage of flammable and combustible liquids in plastic containers shall comply with this chapter as well as applicable sections of NFPA 30. Compliance with Factory Mutual 7-29 shall be considered an acceptable alternative to NFPA 30 or may be used when storage arrangements are outside of the scope of NFPA 30.

5706.2.4.4 Locations where above-ground tanks are prohibited is amended to delete the words “limits established by law as the limits of districts in which such storage is prohibited (see Section 3 of the Sample Legislation for Adoption of the *International Fire Code* on page xxi)” in the first sentence and substitute in lieu thereof the words “fire district”.

Chapter 58
Flammable Gases and Flammable Cryogenic Fluids
No Amendments

Chapter 59
Flammable Solids
No Amendments

Chapter 60
Highly Toxic and Toxic Materials
No Amendments

Chapter 61
Liquefied Petroleum Gases

6103.2.1 Portable containers is amended by adding the following new sub-section:

6103.2.1.8 Flame effects before a proximate audience. The use of LP gas as part of a flame effect before a proximate audience shall comply with this chapter and NFPA 160 and shall be approved by the fire official.

6107 Safety Precautions and Devices is amended to add the following new sub-section:

6107.5 Storage and Transport. Portable LP-gas containers shall be maintained in the upright position relative to the relief valve during storage or transport.

Chapter 62
Organic Peroxides
No Amendments

Chapter 63
Oxidizers, Oxidizing Gases and Oxidizing Cryogenic Fluids
No Amendments

Chapter 64
Pyrophoric Materials
No Amendments

Chapter 65
Proxylin (Cellulose Nitrate) Plastics
No Amendments

Chapter 66
Unstable (Reactive) Materials
No Amendments

Chapter 67
Water-Reactive Solids and Liquids
No Amendments

Chapters 68 through 79
Reserved
No Amendments

Chapter 80
Referenced Standards

Chapter 80 Referenced Standards is amended by deleting and adding the following standards and publications:

DELETE

NFPA Standards

02—19 Hydrogen Technologies Code	1206.3, 1206.4, 2309.1, 2309.3.1.1, 2309.3.1.2, 2309.4, 2309.6, 2311.8, 2311.8.2, 2311.8.10, 2311.8.11, 5301.1, 5801.1
10—21 Portable Fire Extinguishers	Table 901.6.1, 906.2, Table 906.3(1), Table 906.3(2), 906.3.2, 906.3.4, 3006.3
11—16 Low-, Medium- and High-expansion Foam	904.7, 5704.2.9.2.2
17—20 Dry Chemical Extinguishing Systems	Table 901.6.1, 904.6, 904.13
17A—20 Wet Chemical Extinguishing Systems	Table 901.6.1, 904.5, 904.13
32—16 Drycleaning Facilities	2107.1, 2107.3
33—18 Spray Application Using Flammable or Combustible Material	2403.3.3
34—18 Dipping, Coating and Printing Processes Using Flammable or Combustible Liquids	2405.3, 2405.4.1.1
35—16 Manufacture of Organic Coatings	2901.3, 2905.4
55—19 Compressed Gases and Cryogenic Fluids Code	3508.1, 5301.1, 5307.4.2, 5501.1, 5801.1, 6301.1
68—13 Explosion Protection by Deflagration Vent	911.1, 911.4, Table 2205.1
76—16 Fire Protection of Telecommunications Facilities	1207.1.2.1, 1207.2.1, 1207.3.1, 1207.3.7.1, 1207.4.1, 1207.5.1, 1207.5.2, 1207.5.3, 1207.5.5, Table 1207.6, 1207.6.2.3, Table 1207.7
77—14 Static Electricity	Table 2205.1
92—18 Smoke Control Systems	909.7, 909.8
96—20 Ventilation Control and Fire Protection of Commercial Cooking Operations ...	606.2, 904.13

170—18 Standard for Fire Safety and Emergency Symbols	1025.2.6.1
204—18 Smoke and Heat Venting.....	Table 901.6.1, 910.5.1, 910.5.2
704—17 Standard System for Identification of the Hazards of Materials for Emergency Response 202, 608.8, 5003.2.2.2, 5003.5, 5003.10.2, 5005.1.10, 5005.1.12, 5005.2.1.1, 5005.4.4, 5503.4.1, 5704.2.3.2	
780—17 Installation of Lightning Protection Systems.....	4003.4

ADD

NFPA Standards

02—20 Hydrogen Technologies Code	1206.3, 1206.4, 2309.1, 2309.3.1.1, 2309.3.1.2, 2309.4, 2309.6, 2311.8, 2311.8.2, 2311.8.10, 2311.8.11, 5301.1, 5801.1
10—18 Portable Fire Extinguishers	Table 901.6.1, 906.2, Table 906.3(1), Table 906.3(2), 906.3.2, 906.3.4, 3006.3
11—21 Low-, Medium- and High-expansion Foam	904.7, 5704.2.9.2.2
17—21 Dry Chemical Extinguishing Systems	Table 901.6.1, 904.6, 904.13
17A—21 Wet Chemical Extinguishing Systems ..	Table 901.6.1, 904.5, 904.13
32—21 Drycleaning Facilities.....	2107.1, 2107.3
33—21 Spray Application Using Flammable or Combustible Materials.....	2403.3.3
34—21 Dipping, Coating and Printing Processes Using Flammable or Combustible Liquids.....	2405.3, 2405.4.1.1
35—21 Manufacture of Organic Coatings.....	2901.3, 2905.4
55—20 Compressed Gases and Cryogenic Fluids Code.....	3508.1, 5301.1, 5307.4.2, 5501.1, 5801.1, 6301.1
68—18 Explosion Protection by Deflagration Venting.....	911.1, 911.4, Table 2205.1
76—20 Fire Protection of Telecommunications Facilities.....	1207.1.2.1, 1207.2.1, 1207.3.1, 1207.3.7.1, 1207.4.1, 1207.5.1, 1207.5.2, 1207.5.3, 1207.5.5, Table 1207.6, 1207.6.2.3, Table 1207.7
77—19 Static Electricity.....	Table 2205.1
92—21 Smoke Control Systems.....	909.7, 909.8
96—21 Ventilation Control and Fire Protection of Commercial Cooking Operations...606.2, 904.13	
170—21 Standard for Fire Safety and Emergency Symbols	1025.2.6.1
204—21 Smoke and Heat Venting.....	Table 901.6.1, 910.5.1, 910.5.2
704—22 Standard System for Identification of the Hazards of Materials for Emergency Response 202, 608.8, 5003.2.2.2, 5003.5, 5003.10.2, 5005.1.10, 5005.1.12, 5005.2.1.1, 5005.4.4, 5503.4.1, 5704.2.3.2	
780—20 Installation of Lightning Protection Systems.....	4003.4

FM Global Data Sheets

7-29 Ignitable Liquid Storage in Portable Containers, (current edition) – Sections that relate to requirements for flammable and combustible liquids in plastic containers only.

American Petroleum Institute

API Recommended Practice 2201, Safe Hot Tapping Practices in the Petroleum and Petrochemical Industries (current edition)

EXHIBIT B

AMENDMENTS TO SHELBY COUNTY CODE OF ORDINANCES CHAPTER 22, ARTICLE II

ARTICLE II. - SHELBY COUNTY FIRE PREVENTION CODE

Section 22-19 –Adopted

The Shelby County Fire Prevention Code is hereby amended by adopting the 2021 edition of the International Code Council (ICC) Fire Code including:

Appendix A – Permits, Plans and Inspection Fees
Appendix B – Fire Flow Requirements for Buildings
Appendix C - Fire Hydrant Location and Distribution
Appendix D – Fire Apparatus Access Roads
Appendix E – Hazardous Categories
Appendix F – Hazard Rankings
Appendix G – Cryogenic Fluids –Weight and Volume Equivalents
Appendix H – Hazardous Materials Management Plans and Hazardous Materials
Inventory Statement Instructions
Appendix I- Fire Protection Systems – Noncompliant Conditions
Appendix J- Building Information Signs
Appendix K- Construction Requirements for Existing Ambulatory Care Facilities
Appendix L- Requirements for Firefighting Air Replenishing Systems.

(Code 1992, § 22-26, Ord. No. 70, § 2, 4-30-1990; Ord. No. 193 § 1, 1- 20-1997; Ord. 251, § 1, 9-10-2001; Ord. No. 372, § 1, 6-1-2009)

Note – A copy of the 2021 edition of the International Code Council Fire Code and all local amendments are available for inspection at the Shelby County Fire Department located at 1075 Mullins Station, Building C, Second Floor in Memphis, Tennessee and at the Office of the Shelby County Board of Commissioners, 160 N. Main, Suite 600, Memphis Tennessee.

Section 22-20. – Local amendments.

The 2021 edition of the International Code Council (ICC) Fire Code as adopted in this article is hereby amended by the adoption of the local amendments, attached to Ordinance No. - _____ and incorporated herein by reference.

(Code 1992, § 22-27, Ord. No. 70, § 3, 4-30-1990; Ord. No. 110 § 1, 8-24-1992, Ord. No. 193 § 2, 1-20-1997; Ord. 229 § 1, 10-9-2000; Ord. 251, § 2, 9-10-2001; Ord. No. 372, § 2, 6-1-2009)

Appendix A

Permits, Plans and Inspection Fees

Applications for a new permit required by this code in the unincorporated areas or Shelby County shall be made to the fire code official in such form and detail as prescribed by the Fire Code Official and submitted to the Shelby County Fire Department, 1075 Mullins Station Road, Building C, 2nd floor, Memphis TN. 38134. Fee shall be in accordance with the schedule provided below in Tables 1 through Table 5. The issuance of a permit shall not be held to constitute approval to violate provisions of any code or other ordinance approved by the Shelby County Board of Commissioners. Applications for permits shall be accompanied by such plans as required by the Fire Code Official.

Table 1 - **ORIGINAL INSPECTIONS:** Fee for original inspection for occupancies, which require Fire Department Approval for state licensing, including, but not limited to:

Inspection Location	Fee Amount
Day Care Centers	\$75.00
Adult Day Care Centers	\$75.00
Residential Board and Care Homes	\$75.00
Day Treatment Centers	\$75.00
Institutional Occupancies	\$100.00
Alcohol and Drug Care Centers	\$75.00

Table 2 - **YEARLY INSPECTIONS:** Fee for annual re-inspection for occupancies, which require Fire Department Approval for state licensing, including, but not limited to:

Inspection Location	Fee Amount
Day Care Centers	\$50.00
Adult Day Care- Centers	\$50.00
Residential Board and Care Homes	\$50.00
Day Treatment Centers	\$50.00
Institutional Occupancies - More than 10,000 SQ. Ft.	\$100.00
Institutional Occupancies - Less than 10,000 SQ. Ft.	\$50.00
Alcohol and Drug Care Centers	\$75.00

Table 3- **Plans Review for New Installations:** The following fees include plans review and two approval inspections for new installations: (See note 1 below additional information on inspections.)

Type of Review	Fee Amount:
Fire Pump Installation	\$100.00
Fire Suppression System (Hood)	\$100.00
Smoke and Heat Detection Systems	\$100.00
Standpipe System	\$100.00
Sprinkler Svstems (each system)	\$100.00
Halon System	\$100.00
Dry/wet Chemical Systems	\$100.00
Carbon Dioxide System	\$100.00
Foam Svstems	\$100.00
Foam Water Systems	\$100.00
Fire Alarm Systems	
A. 1-5 S tories	\$100.00
B. 6 -+- Stories	\$150.0 0
C. If Buildin has atrium added	\$50.00
Transmitter Installation for purpose of supervising a fire protection system	\$50.00
Point of connection to fire alarm by central station monitoring system	\$50.00
Private Fire Hydrant Installation	\$50.00
Each additional hydrant	\$25.00
Flammable Liquid Storage Room	\$75.00
Flammable Liquid Storage Building	\$100.00
Hazardous Chemical Storage Room	\$75.00
Hazardous Chemical Storage Building	\$100.00
Paint Spray Booth	\$50.00
Paint Spray Room/area	\$100.00
Installation of inside/outside above ground flammable/combustible liquid storage tanks	\$100.00
Installation of inside/outside above ground Hazardous Chemical storage tanks	\$100.00
Liquid Petroleum storage tank <120 Gal.-+-)	\$100.00
Cryogenic storage tank	\$100.00

Note 1: Additional inspection required in connection with the permit approval after the fire two (2) inspections, shall be assessed at a rate of \$25.00 per man hour.

Table 4- Plans Review for Alterations: The following fees include plans review and two approval inspections for new installations: (See note 1 below additional information on inspections.)

Type of Permit	Fee Amount:
Fire Works Display Only (Stand-by Fireman requires additional cost)	\$25.00
Tent Inspection (120 Sq. Ft. to 1,000 Sq. Ft.)	\$10.00
Tent Inspection (over 1,000 Sq. Ft.)	\$25.00
Cutting and Welding	\$25.00
Flammable and Combustible Liquid Underground Tank Test	\$50.00
Flammable and Combustible Liquid Line Test	\$50.00
Flammable and Combustible Liquid Tank Removal	\$50.00
Use, Handle or Store Explosives	\$50.00
Fire Inspection Report	
1. First page	\$10.00
2. Each Additional Page	\$1.00
Fire Inspection Required by Alcohol Commission	\$50.00
Fire Inspection Photos (Per Photo)	\$10.00
Permit for Approved, Controlled, open burning	\$50.00
Inspection request for insurance or similar purpose (charged per hour)	\$25.00
High Piled Combustible storage exceeding, 2,500 Sq.Ft	\$100.00

Note 1: Additional inspection required in connection with the permit approval after the fire two (2) inspections, shall be assessed at a rate of \$25.00 per man hour.

Table5 - Miscellaneous Fees and Permits

Type of Permit	Fee Amount:
Fire Works Display Only (Stand-by Fireman requires additional cost)	\$25.00
Tent Inspection (120 Sq. Ft. to 1,000 Sq. Ft.)	\$10.00
Tent Inspection (over 1,000 Sq. Ft.)	\$25.00
Cutting and Welding	\$25.00
Flammable and Combustible Liquid Underground Tank Test	\$50.00
Flammable and Combustible Liquid Line Test	\$50.00
Flammable and Combustible Liquid Tank Removal	\$50.00
Use, Handle or Store Explosives	\$50.00
Fire Inspection Report	
1. First page	\$10.00
2. Each Additional Page	\$1.00
Fire Inspection Required by Alcohol Commission	\$50.00
Fire Inspection Photos (Per Photo)	\$10.00
Permit for Approved, Controlled, open burning	\$50.00
Inspection request for insurance or similar purpose (charged per hour)	\$25.00
High Piled Combustible storage exceeding, 2,500 Sq.Ft	\$100.00
Mobile food truck Inspection	\$50.00

ORDINANCE O-2-2022

ORDINANCE BY THE BOARD OF COMMISSIONERS OF LAKELAND, TENNESSEE, TO AMEND TITLE 20 CHAPTER 1, SECTION 20-101, AIR POLLUTION CONTROL CODE OF THE CODE OF ORDINANCES OF THE CITY OF LAKLAND, TENNESSEE

- WHEREAS**, the operation of a local air pollution control program by the Shelby County Health Department, which was established in the Shelby County Air Code (“County Air Code”), adopted on June 30, 1969, by the then Shelby County Quarterly Court, and as amended, has served to protect the air quality in Shelby County and efficiently meet the needs of those regulated by air pollution control laws to the present; and
- WHEREAS**, in order to maintain the Certificate of Exemption from State of Tennessee (“State”) supervision granted by the Tennessee Air Pollution Control Board, it is necessary to adopt regulations no less stringent than State standards; and
- WHEREAS**, Tennessee Code Annotated, Section 68-201-115(a) provides that any municipality or county may adopt an ordinance or resolution which incorporates by reference any federal or state regulations when such regulations are properly identified as to date and source, and when at least three (3) copies of such regulations are filed in the office of the county clerk for public use, inspection and examination for a period of thirty (30) days before adoption of the ordinance or resolution incorporating regulations by reference; and
- WHEREAS**, Shelby County Health Department has caused to be published on October 24, 2018, in a newspaper having general circulation in Shelby County, Tennessee, notice of the availability for public use, inspection, and examination at the office of the Clerk of the Shelby County Commission three (3) copies of State regulations to be incorporated by reference, as well as the date and time of public hearing regarding the adoption of such ordinance; and
- WHEREAS**, it is the intent of the City of Lakeland to qualify for receipt of federal funds available for air pollution control programs and to that end, this ordinance shall be construed to give the authority to so qualify and maintain such qualification; and
- WHEREAS**, maintaining up-to-date technical standards promulgated by the Tennessee Department of Environment and Conservation for the control of air pollution prevents the need for State control of Shelby County air pollution sources subject to these controls, specifically certain provisions found in the State Rules and Regulations Chapter 1200-03, as effective on December 5, 2018; and

WHEREAS, the Board of Commissioners for the City of Lakeland, Tennessee wishes to amend Title 20, Chapter 1, Section 20-101 of the Code of Ordinances of the City of Lakeland, to incorporate therein by reference specific sections of the State Rules and Regulations, as effective on December 5, 2018.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF LAKE LAND, TENNESSEE that the following sections of the State Rules and Regulations, as effective on December 5, 2018, are incorporated herein by reference and shall be adopted and approved as requirements of this jurisdiction: Chapter 1200-03-02 titled Definitions, Chapter 1200-03-03 titled Ambient Air Quality Standards, Chapter 1200-03-05 titled Visible Emission Regulations, Chapter 1200-03-06 titled Non-Process Emission Standards, Chapter 1200-03-07 titled Process Emission Standards, Chapter 1200-03-09 titled Construction and Operating Permits, Chapter 1200-03-10 titled Required Sampling, Recording and Reporting, Chapter 1200-03-11 titled Hazardous Air Contaminants, Chapter 1200-3-12 titled Methods of Sampling and Analysis, Chapter 1200-03-14 titled Control of Sulfur Dioxide Emissions, Chapter 1200-03-15 titled Emergency Episode Plan, Chapter 1200-03-16 titled New Source Performance Standards, Chapter 1200-03-18 titled Volatile Organic Compounds, Chapter 1200-03-20 titled Limits on Emissions Malfunctions, Startups and Shutdowns, Chapter, 1200-03-21 titled General Alternate Emission Standards, Chapter 1200-03-22 titled Lead Emission Standards, Chapter 1200-03-24 titled Good Engineering Practices Stack Height Regulations, Chapter 1200-03-25 titled Standards for Infectious Waste Incinerators, Chapter 1200-03-30 titled Acid Precipitation Control, Chapter 1200-03-31 titled Case by Case Determinations of Hazardous Air Pollutant Control Requirements, Chapter 1200-03-32 titled Prevention of Accidental Releases, and Chapter 1200-03-34 titled Conformity.

BE IT FURTHER ORDAINED, That the State Rules and Regulations that had been previously adopted by reference into the County Air Code and are referenced in the second column of this table are deleted and substituted instead with the State Rules and Regulations, effective as of December 5, 2018, that are adopted by this Ordinance and also described in this table:

County Air Code Section	Previously Adopted State Rules and Regulations to Be Deleted in County Air Code	State Rules and Regulations, Effective as of December 5, 2018, to Be Adopted and Substituted into Corresponding County Air Code Section	
3-1A	1200-3-2	Definitions	1200-03-02
3-6	1200-3-3	Ambient Air Quality Standards	1200-03-03
3-17	1200-3-5	Visible Emission Regulations	1200-03-05
3-21	1200-3-6	Non-Process Emission Standards	1200-03-06
3-20	1200-3-7	Process Emission Standards	1200-03-07
3-5	1200-3-9	Construction and Operating Permits	1200-03-09
3-7	1200-3-10	Required Sampling, Recording and Reporting	1200-03-10
3-25	1200-3-11	Hazardous Air Contaminants	1200-03-11
3-8	1200-3-12	Methods of Sampling and Analysis	1200-03-12
3-24	1200-3-14	Control of Sulfur Dioxide Emissions	1200-03-14
3-14	1200-3-15	Emergency Episode Plan	1200-03-15
3-15	1200-3-16	New Source Performance Standards	1200-03-16
3-22	1200-3-18	Volatile Organic Compounds	1200-03-18
3-9	1200-3-20	Limits on Emissions Malfunctions, Startups & Shutdowns	1200-03-20
3-28	1200-3-21	General Alternate Emission Standards	1200-03-21
3-29	1200-3-22	Lead Emissions Standards	1200-03-22
3-40	1200-3-24	Good Engineering Practice Stack Height Regulations	1200-03-24
3-39	1200-3-25	Standards for Infectious Waste Incinerators	1200-03-25
3-36	1200-3-30	Acid Precipitation Control	1200-03-30
3-37	1200-3-31	Case by Case Determinations of Hazardous Air Pollutant Control Requirements	1200-03-31
3-38	1200-3-32	Prevention of Accidental Releases	1200-03-32
3-26	1200-3-34	Conformity	1200-03-34

BE IT FURTHER ORDAINED, the provisions of this Ordinance are hereby declared to be severable. Should any of these sections, provisions, sentences, clauses, phrases, words, or parts be held unconstitutional or void, the remaining portions shall continue in full force and effect.

First Reading: January 13, 2022

Public Hearing: February 10, 2022

Final Reading: February 10, 2022

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell, *City Recorder*

Meeting Cycle: Thursday, February 10, 2022

Subject: **Ordinance - Final Reading** - to amend the bylaws of the Municipal Parks and Recreation Advisory Board of Lakeland, Tennessee, to increase membership to nine (9) and other adjustments. *Sponsored by Vice-Mayor Dial*

Staff Contact: Patrick O'Mara, Parks & Recreation Director

STAFF RECOMMENDATION

Staff recommends approval of the proposed amendments.

BUDGET IMPACT

Ordinance - Final Reading - Parks Board Bylaws

DISCUSSION

BACKGROUND:

Staff has formulated a few changes to the Parks and Recreation/Natural Resources Board Bylaws.

1. Membership
 - a. Increases the board size from seven (7) to nine (9) members.
 - b. Addition of an attendance requirement
2. Board Officers
 - a. Clarifies the language to remove an officer of the board from his/her office.
3. Meetings
 - a. Updates the regular schedule for the board meetings.

Below is a draft of these amendments. The yellow-highlighted items are where the changes are added or changed.

Staff will further discuss the rationale behind these amendments at the meeting.

PROPOSED AMENDMENTS:

ARTICLE 3. MEMBERSHIP.

Section 1. Number and classes of members.

- a. This body shall be composed of seven (7) nine (9) members, one of which shall be a

member of the Lakeland Board of Commissioners ("BOC Liaison") appointed by that body. The remaining ~~six (6)~~ eight (8) members shall be referred to as "Citizen Members".

Section 4. Membership requirements

a. Requirements for maintaining membership

2. Attendance ~~(Not Applicable)~~ - No member shall miss more than two (2) consecutive meetings without prior notice. No member shall miss more than (four) 4 regularly scheduled meetings in a calendar year.

ARTICLE 4. OFFICERS.

Section 5. Removal from office

a. Upon the two-thirds (2/3) affirmative vote of the entire membership of this Board, an Officer may be removed from his or her Officer position. This Board shall not have authority to remove any member from the Board.

ARTICLE 5. MEETINGS.

Section 1. Meeting Days

a. There will be regular meetings of this body at Lakeland City Hall on the second ~~Monday-Tuesday~~ of each month at 5:30 p.m. At regular meetings, members meet to conduct the business of this body.

b. There will be an annual meeting of this body at Lakeland City Hall at 5:30 p.m. on the second ~~Monday-Tuesday~~ of January each year. At the annual meeting, members meet to conduct the business of this body and to elect officers.

ORDINANCE O-3-2022

AN ORDINANCE TO AMEND THE BYLAWS OF THE MUNICIPAL PARKS AND RECREATION ADVISORY BOARD OF LAKELAND, TENNESSEE, TO INCREASE MEMBERSHIP TO NINE (9) AND OTHER ADJUSTMENTS.

WHEREAS, the City of Lakeland seeks to increase the membership of the Parks and Recreation Advisory Board from seven (7) to nine (9) members; and

WHEREAS, the City seeks to add an attendance requirement to the bylaws of the Parks and Recreation Advisory Board; and

WHEREAS, the City seeks to clarify the language involved for removing an officer from his or her position on the board; and

WHEREAS, the City seeks to update the meeting days on which the board gathers; and

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF LAKELAND, TENNESSEE, as follows:

Section 1. To amend ARTICLE 3. MEMBERSHIP, Section 1. Number and classes of members by removing the stricken through and adding the highlighted text as follows:

- a. This body shall be composed of ~~seven (7)~~ **nine (9)** members, one of which shall be a member of the Lakeland Board of Commissioners ("BOC Liaison") appointed by that body. The remaining ~~six (6)~~ **eight (8)** members shall be referred to as "Citizen Members".

Section 2. To amend Article 3. Membership, Section 4. Membership requirements by removing the stricken through and adding the highlighted text, as follows:

2. Attendance (~~Not Applicable~~) - **No member shall miss more than two (2) consecutive meetings without prior notice. No member shall miss more than (four) 4 regularly scheduled meetings in a calendar year.**

Section 3. To amend ARTICLE 4. OFFICERS. Section 5. Removal from office by re-wording the text as follows:

- a. **Upon the two-thirds (2/3) affirmative vote of the entire membership of this Board, an Officer may be removed from his or her Officer position. This Board shall not have authority to remove any member from the Board.**

Section 4. To amend ARTICLE 5. MEETINGS, Section 1. Meeting Days by removing the stricken through and adding the highlighted text, as follows:

- a. There will be regular meetings of this body at Lakeland City Hall on the second ~~Monday~~ **Tuesday** of each month at 5:30 p.m. At regular meetings, members meet to conduct the business of this body.
- b. There will be an annual meeting of this body at Lakeland City Hall at 5:30 p.m. on the second ~~Monday~~ **Tuesday** of January each year. At the annual meeting, members meet to conduct the business of this body and to elect officers.

First Reading: January 6, 2022
Public Hearing: February 10, 2022
Final Reading: February 10, 2022

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell, *City Recorder*

BYLAWS OF THE LAKELAND MUNICIPAL PARKS & RECREATION/NATURAL RESOURCES ADVISORY BOARD

ARTICLE 1. NAME.

Section 1. The name of this Board is the Lakeland Municipal Parks & Recreation/Natural Resources Advisory Board (PRB).

ARTICLE 2. OBJECT, PURPOSE AND SCOPE OF AUTHORITY.

Section 1. This Board is organized to plan, advise and promote the development of a comprehensive, community-endorsed parks and recreation program that provides public recreation opportunities for all ages and interests; clear guidelines for the acquisition and development of parklands and greenways throughout the City to provide for an interconnected system of quality parks and greenways; and to improve the quality of life for all residents by providing the highest possible level of access to community green space.

Section 2. This Board operates under the authority of Lakeland Ordinance 00-07, as amended by Lakeland Ordinance 02-08, as further amended by Lakeland Ordinance 14-203.

ARTICLE 3. MEMBERSHIP.

Section 1. Number and classes of members.

- a. This body shall be composed of nine (9) members, one of which shall be a member of the Lakeland Board of Commissioners ("BOC Liaison") appointed by that body. The remaining eight (8) members shall be referred to as "Citizen Members".

Section 2. Eligibility and appointment of members.

- a. Special Qualifications.
 1. There are no special qualifications beyond those set forth in these Bylaws for membership in this body.
- b. Application process.
 1. All persons interested in becoming members of this body shall submit a written application upon the application form provided by the City of Lakeland.
- c. All members shall be appointed by the Lakeland Board of Commissioners.
- d. All members shall be citizens of the City of Lakeland.

Section 3. The term of membership for all Citizen Members shall be three (3) years and the terms of the Citizen Members shall be staggered, with two (2) or three (3) members appointed each year. The term of membership for the BOC Liaison shall be one (1) year. All members are eligible for multiple and/or consecutive terms of appointment.

Section 4. Membership requirements.

a. Requirements for maintaining membership

1. Continuing education (Not Applicable)

2. Attendance - No member shall miss more than two (2) consecutive meetings without prior notice. No member shall miss more than (four) 4 regularly scheduled meetings in a calendar year.

Section 5. Resignation.

a. A Citizen Member may resign at any time by providing written notice of their intent to do so to the chairperson of this body and the City Manager.

Section 6. Vacancies

a. The Lakeland Board of Commissioners shall have the authority to remove any member of this Board, with or without cause.

b. The Lakeland Board of Commissioners shall appoint new members to fill any vacancy on this Board and such appointee shall serve the remaining term of the member whose position has been vacated.

ARTICLE 4. OFFICERS.

Section 1. The officers of this body are a Chairman, Vice-Chairman and Secretary.

a. Chairman

1. The Chairman shall preside at all meetings of this body. The Chairman shall represent this body at public affairs and shall maintain the dignity and efficiency of this body in all possible ways. The Chairman shall also prepare, or cause to be prepared, any information helpful in acquainting new members with the procedures and/or operations of this body. The Chairman shall also perform such other duties applicable to the office as prescribed by the parliamentary authority set forth in these bylaws.

b. Vice-Chairman

1. The Vice-Chairman shall perform all duties of the Chairman in the absence of the Chairman and such other duties applicable to the office as prescribed by the parliamentary authority set forth in these bylaws.

c. Secretary

1. The Secretary shall, with the assistance of City staff, keep and sign the minutes and records of this body and also perform the duties of the Chairman in the absence of the Chairman and Vice-Chairman and such other duties applicable to the office as prescribed by the parliamentary authority set forth in these bylaws.

Section 2. Nominations and election of officers

- a. Officers shall be elected by a majority vote.
- b. Election of officers shall take place at the annual meeting of this Board in January of each calendar year.

Section 3. Eligibility requirements for each office (Not Applicable)

Section 4. Term of office

- a. The term of office for each officer shall be one (1) year and shall begin at the first meeting of this body occurring after January 1 of each year, and each officer shall hold office for a term of one year or until their successors are elected.

Section 5. Removal from office

- a. Upon the two-thirds (2/3) affirmative vote of the entire membership of this Board, an Officer may be removed from his or her Officer position. This Board shall not have authority to remove any member from the Board.

ARTICLE 5. MEETINGS.

Section 1. Meeting days.

- a. There will be regular meetings of this body at Lakeland City Hall on the second Tuesday of each month at 5:30 p.m. At regular meetings, members meet to conduct the business of this body.
- b. There will be an annual meeting of this body at Lakeland City Hall at 5:30 p.m. on the second Tuesday of January each year. At the annual meeting, members meet to conduct the business of this body and to elect officers.
- c. Notice requirements.
 1. Twenty-four (24) hours prior written notice shall be provided of any meeting. Such notice shall also include a written agenda for said meeting. Said notice shall be published at Lakeland City Hall and provided to the membership of this Board by electronic or other means as necessary.

Section 2. Order of business at regular meetings.

- a. The order of business at regular meetings of this body shall be:
 1. Call to order,
 2. Roll call,

3. Consent Agenda (including approval of minutes of previous meeting(s)),
4. Consideration and possible action on items removed from the Consent Agenda,
5. Public discussion,
6. Reports from Officers and Staff,
7. Old business,
8. New business,
9. Announcements, and
10. Adjournment.

Section 3. Order of business at annual meetings.

- a. The order of business at annual meetings of this body shall be:
 1. Call to order,
 2. Roll call,
 3. Election of Officers,
 4. Consent Agenda (including approval of minutes of previous meeting(s)),
 5. Consideration and possible action on items removed from the Consent Agenda,
 6. Public discussion,
 7. Reports from Officers and Staff,
 8. Old business,
 9. New business,
 10. Announcements, and
 11. Adjournment.

Section 4. Quorum.

- a. A majority of the members of this body constitute a quorum to conduct business at all meetings.
- b. In the event that a member is unable to attend a meeting of this body, the absent member may participate by electronic or other means of communication.

Section 5. Special meetings.

- a. Special meetings of this body may be called by the Chairman or any two members of this body or by the City Manager. No other business may be transacted at a special meeting except that for which the special meeting is called.
- b. Members shall be provided at least twenty-four (24) hours prior written notice of any special called meeting. Such notice shall also include a written agenda for said meeting. Said notice shall be published at Lakeland City Hall and provided to the membership of this Board by electronic or other means as necessary.

Section 6. Cancellation of a regularly scheduled meeting.

- a. A regularly scheduled meeting of this body may be cancelled for good cause by the City Manager. Any business scheduled

to take place at such cancelled meeting shall be continued until the next regularly scheduled meeting of this body unless a special meeting is called pursuant to these bylaws to consider any such business prior to the next regularly scheduled meeting of this body.

ARTICLE 6. COMMITTEES / SUB-COMMITTEES.

Section 1. This body shall not have the authority to establish committees or sub-committees of the body as a whole.

ARTICLE 7. PARLIAMENTARY AUTHORITY.

Section 1. The rules contained in Robert's Rules of Order Newly Revised, 10th Edition, shall govern meetings where they are not in conflict with the bylaws, rules of order, or other rules of this body.

ARTICLE 8. AMENDMENTS AND/OR REPEAL.

Section 1. Amendments to, and/or repeal of, these Bylaws shall only be made by the Lakeland Board of Commissioners.

RESOLUTION R-8-2022

A RESOLUTION TO RECOGNIZE AND CELEBRATE THE COMMUNITY CONTRIBUTIONS OF KEMBREE DARAKSHANI

WHEREAS, volunteering personal time and resources has traditionally been and continues to be, an elemental part of the essence and tradition of our country and is essential to its spirit and vitality. Kembree Darakshani has displayed this spirit of volunteerism in Lakeland in many ways; and

WHEREAS, Kembree has served on the Lakeland Parent Teacher Association (PTA) Board for the past three years, serving in the role of Vice President of Ways and Means which provides oversight in PTA fundraising; and

WHEREAS, Kembree provided leadership in all PTA fundraisers including: Spring Auction, Boosterthon, Holiday Market and assisting the Lakeland Chamber with the annual Golf Tournament; and

WHEREAS, Kembree has volunteered her time as a Room Mom for all three of her kids in Lakeland schools and participated in helping with Kindergarten Reading Folders, and was an advocate to bring them back when they were removed for a short time; and

WHEREAS, Kembree has also provided leadership within her neighborhood in serving for three years on the Herons Ridge HOA Board, including a term as President of the Board; and

WHEREAS, Kembree also serves throughout the region and state in fundraising efforts with the Mid South Spay and Neuter Spaytacular Board, is a founding Board Member of Women Who Care Memphis raising over \$100,000 locally, and the University of Tennessee Alumni Big Orange Gala Board.

NOW, THEREFORE, BE IT RESOLVED that Kembree Darakshani is hereby recognized and celebrated for her outstanding community contributions of her time and talent within the Lakeland community and for her efforts in making Lakeland a wonderful place to live, work, and play.

PASSED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee, this 10th day of February, 2022, the public welfare requiring it.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell, *City Recorder*

RESOLUTION R-14-2022

**APPOINTMENTS TO THE PARKS AND RECREATION BOARD/NATURAL
RESOURCES BOARD**

RESOLVED; that the Board of Commissioners of the City of Lakeland, Tennessee has evaluated and considered the reappointment of the following members to the Parks and Recreation Board/Natural Resources Board to serve the terms indicated:

Jenny Kiesel	December 31, 2024
Jessica Cannon	December 31, 2024

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee this 10th day of February, 2022, public welfare requiring it.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell
City Recorder



City of Lakeland

Application for Boards & Commissions

COMPLETE A SEPARATE SHEET FOR EACH BOARD/COMMISSION APPLYING FOR AND INDICATE YOUR FIRST CHOICE (AND SECOND/THIRD CHOICE, IF APPLICABLE)

Board or Commission applying for: Parks & Rec

Check if applicable: ☒ First choice ☐ Second choice ☐ Third choice

List related experience and/or training including volunteer activities: youth volunteer sports coach, former student athlete (elementary - college), leading with influence when no authority, parent of children in sports (Ages 10, 8, & 4) Board of Governors - Utah Valley Chamber; Board of Directors Utah Valley Chamber

List special skills, qualifications, or interests: I am a mother of 3 boys involved in competitive & rec sports - I care deeply about the opportunities from and success in rec. sports in Lakeland. My position at work allows me to work w/hundreds of personalities toward common goals.

Reason you chose to volunteer on this Board/Commission: After experiencing successes & challenges with Lakeland Rec. sports, I want to be part of the solution to creating a parks & rec. department as great as the city itself.

To be completed by the City of Lakeland

Appointed To: _____

Date of Appointment: _____



City of Lakeland

Application for Boards & Commissions

Name: Cannon Jessica Dawn
Last First Middle

Address: 10233 Ramblewood Dr.

E-mail: jessicadannon@gmail.com Phone: 615-336-7595

How long have you lived within Lakeland City Limits? 3 years 9 months

What is your present job description or profession? Sales director for
Allstate Insurance (run states of TN, MS, & AL)

Present Employer: Allstate Insurance

Employer Address: Home Based Worker (Dallas mailing address)

How long have you been employed at your present job? 22 years

☒ Resume is attached.

Education: (please list the levels of education, any type of degree(s), etc.)

A.S. Physical Education

B.S. Physical Education

Master of Business Administration

Unique Skills: Leadership, Results Driven, Future thinking, Agile,
Passion for sports & athletics, Coaching youth & adults

What are your interests? Baseball, cycling, sports (many) community,
church service, fitness, reading, music



City of Lakeland
Application for Boards & Commissions

Name: Kiesel, Jenny Sue

Last

First

Middle

Address: 9377 Fir Hill Dr N

E-mail: jenny.kiesel@hotmail.com Phone: 901-603-9558

How long have you lived within Lakeland City Limits? 12 years

What is your present job description or profession? I am a high school teacher

Present Employer: Shelby County Schools

Employer Address: 7653 Poplar Pike Germantown, TN 38138

How long have you been employed at your present job? 17 years

☐ Resume is attached.

Education: (please list the levels of education, any type of degree(s), etc.)

High School Diploma 2000

Bachelor of Science 2004

Masters in Education 2007

Masters +45 2010

Unique Skills: _____

What are your interests? my family, sports, kids, education



City of Lakeland

Application for Boards & Commissions

COMPLETE A SEPARATE SHEET FOR EACH BOARD/COMMISSION APPLYING FOR AND INDICATE YOUR FIRST CHOICE (AND SECOND/THIRD CHOICE, IF APPLICABLE)

Board or Commission applying for: **Parks and Recreation**

Check if applicable: ☒ First choice ☐ Second choice ☐ Third choice

List related experience and/or training including volunteer activities: _____

I have run a recreation program for Faith Baptist and Buckhead Creek for the past 2 years.

The program as run in the black for the first time in 20 years since I took over and had record number of participation.

List special skills, qualifications, or interests: **I grew up in sports and recreation.**

Not only did my family participate in them, but I played competitive sports my whole upbringing.

I do run a successful program and think I can bring that experince to our city.

Reason you chose to volunteer on this Board/Commission: _____

I chose this board for the reasons above. Me and my family love sports and recreation,

and I believe that our city has potential to have amazing programs for the city. My children are still

young and I want to help foster a positive sports culture for our community.

To be completed by the City of Lakeland

Appointed To: _____

Date of Appointment: _____

Meeting Cycle: Thursday, February 10, 2022

Subject: **Resolution** - Authorizing the Mayor to sign a proclamation establishing Saturday, March 19, 2022 as the City of Lakeland's Arbor Day 2022. *Sponsored by Pat O'Mara*

Staff Contact: Patrick O'Mara, Parks & Recreation Director

STAFF RECOMMENDATION

Staff Recommends approving this resolution, and proclaim March 19, 2022 as Arbor Day 2022 in the City of Lakeland, TN

BUDGET IMPACT

There is no budget impact with this proclamation.

DISCUSSION

The City of Lakeland has earned its 15th consecutive designation of "Tree City USA" from the Arbor Day Foundation, and has submitted for consideration for the 16th consecutive award, based upon the following criteria:

- Having an annual Arbor Day observance
- Spending at least \$2.00 per capita on tree-related programs
- Having a tree ordinance, and
- Having a tree advisory board, which is the Parks & Recreation / Natural Resources Board.

This designation says a lot about the quality of life, the importance of the natural resources of a community, and the planning standards as they relate to conservation.

RESOLUTION R-15-2022

A resolution authorizing the Mayor to sign a proclamation establishing Saturday, March 19, 2022 as the City of Lakeland's Arbor Day 2022.

WHEREAS, the City of Lakeland and the Board of Commissioners have celebrated Arbor Day for the last 22 years; and

WHEREAS, trees can help reduce air pollution and carbon dioxide from the air, create habitats for animals, purify ground water, produce oxygen, and reduce erosion of our topsoil by wind and water; and

WHEREAS, the City of Lakeland has been named Tree City USA for 15 consecutive years through the Arbor Day Foundation; and

WHEREAS, Saturday, March 19, 2022 is also Tennessee Tree day.

NOW THEREFORE BE IT RESOLVED by the Mayor and the Board of Commissioners of the City of Lakeland that the Mayor is hereby authorized and directed to sign a Proclamation naming March 19, 2022 as the City of Lakeland Tennessee's Arbor Day 2022.

PASSED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee on this 10th day of February 2022.

Mike Cunningham, Mayor

ATTEST:

Debra Murrell, City Recorder



OFFICIAL PROCLAMATION

WHEREAS in 1872, the Nebraska Board of Agriculture established a special day to be set aside for the planting of trees, *and*

WHEREAS this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, *and*

WHEREAS Arbor Day is now observed throughout the nation and the world, *and*

WHEREAS trees can reduce the erosion of our precious topsoil by wind and water, cutting heating and cooling costs, moderating the temperature, cleaning the air, producing life-giving oxygen, and providing habitat for wildlife, *and*

WHEREAS trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, *and*

WHEREAS trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, *and*

WHEREAS trees — wherever they are planted — are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Michael Cunningham, Mayor of the City of Lakeland, Tennessee, do hereby proclaim March 19, 2022 as **ARBOR DAY** In the City of Lakeland, Tennessee, and I urge all citizens to celebrate Arbor Day and to support efforts to protect our trees and woodlands, *and*

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED THIS 10th day of February, 2022

Mayor _____

Meeting Cycle: Thursday, February 10, 2022

Subject: **Resolution** - adopting a revised City of Lakeland fund balance policy.
Sponsored by Michael Walker

Staff Contact: Michael Walker, Finance & HR Director

STAFF RECOMMENDATION

City Staff recommends the approval of the revision to the City of Lakeland Financial Policies Manual (specifically, the fund balance policy for the General Fund) in order to prevent undue fluctuations, remove policy ambiguity, and normalize the City's level of sufficient reserves.

BUDGET IMPACT

There is no budgetary cost to the revised policy. However, budgeted cash flow flexibility will improve with the adoption of the revision to the policy, potentially preventing the future need of additional debt in the form of interim financing for cash flow purposes.

DISCUSSION

Currently, the City's policy for a minimum reserve level in the General Fund's unassigned fund balance is as follows:

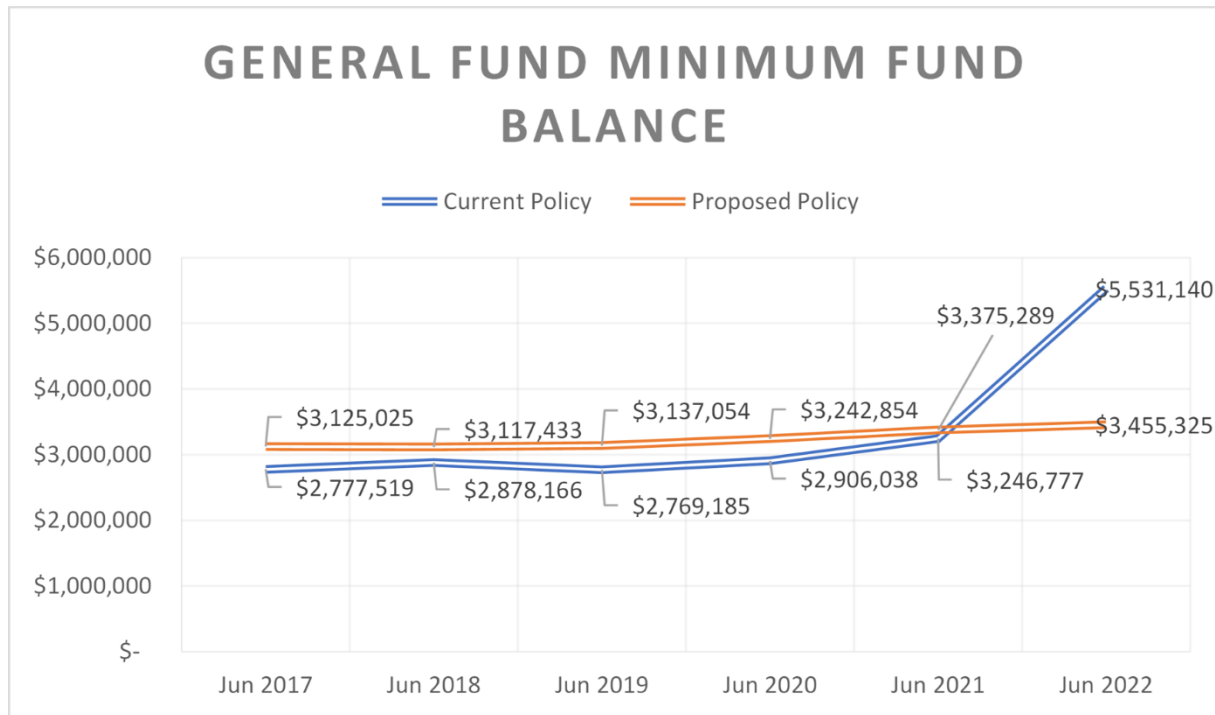
2.7.3.2. The City has determined that the unassigned General Fund Balance will remain at a level equal to 20-30 percent of General Fund Revenues, with a target of 25 percent, plus \$1,100,000 associated with cash flow purposes and exposure to variable rate debt.

The current policy is ambiguous in the application of a range of percentage reserves, with a target. In practice, the minimum fund balance is not in fact the target per policy, but the low end of the range, which may not have been the intention when the policy was initially adopted. The proposed policy removes the ambiguity by replacing this range with the midpoint of the range, which the prior policy listed as a target.

Further, General Fund Revenues as the basis of the reserve can be unpredictable and subject to a high level of volatility in years in which significant grant revenues are received related to large capital projects. The proposed new policy removes this volatility through basing the required reserve on General Fund revenues, excluding nonrecurring grant revenues.

This volatility is shown below in the application of the actual (projected for fiscal year 2022)

required minimum fund balance for fiscal years 2017 through 2022 (the years since the adoption of the policy). Had the fund balance policy been as herein proposed (i.e. the new policy, also shown below), the level of reserve would have been much more predictable and steady, allowing for greater cash flow flexibility in managing the operating needs of the General Fund.



RESOLUTION R-16-2022
ADOPTING A REVISED CITY OF LAKELAND
FUND BALANCE POLICY AS CONTAINED IN THE
FINANCIAL POLICIES MANUAL

WHEREAS, the City of Lakeland's Board of Commissioners established a Fund Balance Policy in 2016 by formal Resolution 2016/12-104, and

WHEREAS, the City of Lakeland Fund Balance Policy was incorporated into the City of Lakeland Financial Policies Manual as Section 2.7 of said Manual by formal Resolution 2020/04-01, and,

WHEREAS, the City of Lakeland Board of Commissioners desires to ensure that the City's Fund Balance Policy is amended to reduce ambiguity and properly account for the volatility of grant revenues:

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE:

SECTION 1: that the language of existing paragraph 2.7.3.2. of the Financial Policies Manual be removed and replaced with the following:

2.7.3.2. The City has determined that the unassigned General Fund Balance will remain at a level equal to 25 percent of General Fund Revenues (excluding non-recurring federal, state, and local grant revenues) plus \$1,100,000.

SECTION 2: that the Finance and Human Resources Director is authorized to make the above change to the Financial Policies Manual of the City of Lakeland.

APPROVED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee this 10th day of February 2022, the public welfare requiring it.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell
City Recorder

RESOLUTION R-17-2022

A RESOLUTION ADOPTING A VOLUNTEER RECOGNITION POLICY

WHEREAS, volunteers provide effective service and are an essential element of the fabric of a community; and

WHEREAS, a Volunteer Recognition Policy will provide details and instructions for an annual nomination process; and

WHEREAS, an Advisory Committee is hereby appointed and will consist of the following members: Board of Commissioners, City Manager and Finance and Human Resources Director; and

WHEREAS, the Advisory Committee will meet annually as outlined in the policy and will select a nominated volunteer(s) to honor at the annual Volunteer Appreciation Dinner.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Lakeland, hereby adopts a Volunteer Recognition Policy and the process within to honor, celebrate, and recognize a community volunteer.

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 10th day of February, 2022.

Mike Cunningham, Mayor

ATTEST:

Debra Murrell
City Recorder



Volunteer Recognition Policy

Adopted February 3, 2022

I. PURPOSE

The purpose of this policy is to establish guidelines and procedures concerning the annual recognition of volunteers by the City of Lakeland Board of Commissioners.

II. POLICY

Volunteers are essential for communities. Volunteers partner with City staff to provide for a quality of life and level of service delivery provided to residents and businesses. While volunteerism is a self-less act of service where an individual provides services for no financial or social gain, the Lakeland Board of Commissioners desires to annually and publicly, celebrate and recognize a community volunteer based upon an open, defined, and consistent process.

III. PROCESS

1. City staff will publish and advertise the Volunteer Recognition Nomination Form during the month of September. The nomination form will be published on the City's website and all social media outlets along with hard copies at City Hall.
2. An advisory committee shall meet in October to review the submitted nomination forms and select an individual to be recognized at the annual Volunteer Appreciation Dinner in December.
3. The advisory committee shall be comprised of the Board of Commissioners, City Manager, and Finance and Human Resources Director.
4. A candidate may be nominated more than once but may only win the "Volunteer of the Year" award once every 5 years.
5. Based upon the submittals the advisory committee may recommend the recognition to multiple volunteers.
6. City staff and Board of Commissioners cannot be nominated for this award.

IV. CRITERIA

The advisory committee shall select an individual who volunteers their time, passion, expertise, knowledge, or other traits which positively impacts the citizens and community of Lakeland:

1. The number of nominations received for the candidate /5
2. Length of time/years that the candidate has been a volunteer /5
3. Commitment/contribution to a special project by the candidate /5



Board of Commissioners

Meeting Cycle: Thursday, February 10, 2022

Subject: **Resolution** - authorizing the engagement of Watkins Uiberall, PLLC to audit City of Lakeland financial activities for the fiscal year ending June 30, 2022.
Sponsored by Michael Walker

Staff Contact: Michael Walker, Finance & HR Director

STAFF RECOMMENDATION

The Finance Department recommends the authorization to engage Watkins Uiberall, PLLC to audit the City of Lakeland's financial activities for fiscal year 2022 be approved.

Watkins Uiberall has performed the audit of Lakeland and LSS for several years, and specifically last year Lakeland was scheduled early in the season, with the audit report issued in October. The planned timing for fiscal year 2022 is the same. Moreover, WU has committed to limiting the fee increase to 3%, which is below the Bureau of Labor Statistics rate of increase of accounting services from December 2020 to 2021 (3.7%), and below the rate of increase of WU's standard fees.

BUDGET IMPACT

The fees will be planned in the upcoming budget for fiscal year 2023.

DISCUSSION

City Staff remains open to discussion and direction.

RESOLUTION R-18-2022

**AUTHORIZING THE ENGAGEMENT OF WATKINS UIBERALL PLLC TO
AUDIT THE CITY OF LAKELAND FINANCIAL ACTIVITIES
FOR THE FISCAL YEAR ENDING JUNE 30, 2021**

RESOLVED, by the Lakeland Board of Commissioners that the Mayor and City Manager are authorized to execute a contract and related engagement letter with Watkins Uiberall, PLLC to audit the City of Lakeland and Lakeland School System's financial records for the fiscal year ending June 30, 2022 for a fee not to exceed a 3 percent increase over the prior year fees.

APPROVED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee this 10th day of February 2022, the public welfare requiring it.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell
City Recorder

To the Board of Mayor and Commissioners
and Michael Walker

Watkins Uiberall, PLLC is pleased to propose on the June 30, 2022, audit of the City of Lakeland, Tennessee, its component unit, Lakeland School System, and the Lakeland School System Internal School Funds. For the June 30, 2022, we propose a 3% increase to the June 30, 2021, audit fees.

The audit fees assume that there will be two major programs to be audited in accordance with Uniform Guidance and that those program audits will not be new programs to the entities. We anticipate beginning our audit work in July 2022 with on-site field work beginning in September 2022 and a delivery date of October 31, 2022.

We want our clients to receive the maximum value for our professional services and to perceive that our fees are reasonable and fair. In working to provide you with such value, we find there are certain circumstances that can cause us to perform work in excess of that contemplated by our fee estimate. Following are some of the more common reasons:

Changing Laws and Regulations

There are many governmental and rule-making boards that regularly add or change their requirements. Although we attempt to plan our work to anticipate the requirements that will affect our engagement there are times when this is not possible. We will discuss these situations with you at the earliest possible time in order to make the necessary adjustments in our engagement.

Incorrect Accounting Methods or Errors in Client Records

We base our fees estimates on the expectation that client accounting records are in order so that our work can be completed using our standard testing and accounting procedures. However, should we find numerous errors, incomplete records, or the application of incorrect accounting methods, we will have to do additional work to make the corrections and reflect these changes in the financial statements.

Failure to Prepare for the Engagement

In an effort to minimize your fees, we assign responsibility for the preparation of schedules and documents needed for the engagement. We also discuss matters such as availability of your key personnel, deadlines, and workspace. If your personnel are unable, for whatever reasons, to provide materials as previously agreed to, it might substantially increase the work we must do to complete the engagement within the schedule time.

Starting and Stopping Our Work

If we must withdraw our staff because of the condition of the client's records, or the failure to provide agreed upon materials within the established timeline for the engagement we will not be able to perform our work in a timely, efficient manner, as established by our engagement plan. This will result in additional fees as we must reschedule our personnel and incur additional start-up costs.

Sincerely,

Clark Province

MEETING CYCLE: Thursday, February 3, 2022

SUBJECT: Resolution R-19-2022 – Approving an Outline Plan Amendment for the Lakeland Commons Planned Development. Sponsored by Donald Anthony

STAFF CONTACT: Donald Anthony, Planning Director

STAFF RECOMMENDATION

The MPC and Staff recommend approval of the request for an Outline Plan Amendment for the Lakeland Commons Planned Development. Neither the MPC nor Staff recommend any conditions for this approval.

BUDGET IMPACT

DISCUSSION

LOCATION: Highway 70, Seed Tick Road, and Memphis-Arlington Road

ZONING: AG (Agriculture) with PD Overlay (Lakeland Commons PD)

NEIGHBORHOOD TYPE: Type IV

AREA: 39.6 Acres

APPLICANT/OWNER: Vince Smith – Lakeland Commons LP

REPRESENTATIVE: Cory Brady, PLA, AICP – Integrated Land Solutions, PLLC

BACKGROUND:

Lakeland Commons Planned Development has extensive history with the City of Lakeland including prior approvals, litigation and a consent order. Formerly approved in September 2011 as a mixed-use development, Area D was amended in 2015 to replace the single family uses with a vertically integrated mixed-use concept of retail, office and multi-family residential. The BOC approved a Development Contract for Lakeland Commons PD, Phase 1 on 5/1/19. Phase 1 received Certificates of Occupancy for all buildings and is completing interior build outs for commercial uses with the multi-family currently being occupied.

Lakeland Commons is back before this body for a PD Amendment at the request of City Staff. Upon review of Phase D of the development Staff noticed inconsistencies with the PD as amended and notified the applicant of the steps that need to be taken to resolve those issues. Below is a copy of the amendment that was made with the BOC's approval, and the concerns being addressed are highlighted in yellow. The amendment required two areas be deeded to the City with specific uses, specific locations, and specific building size. As it stands, the amendment requires a parcel to be deeded for a "fire hall" at the

corner of Seed Tick and Shady Village Lane and another for a municipal use (city hall or school) building at the end of the plaza with a base building of 18,000 square feet.

Whereas, The Developer has agreed to dedicate to the City of Lakeland two (2) portions of Area B of the subject property for use by the City as a fire station, city hall, school or other municipal office uses, in the approximate locations of the “fire station” (“Dedication Parcel A”) and “city hall” (“Dedication Parcel B”) shown on the 10-12- 2018 master plan for the TIF financing for the project. Dedication Parcel A is also shown as Lot 8 on General Development Plan. Dedication Parcel B shall accommodate a first floor base building area of approximately 18,000 square feet along with fifteen (15) dedicated parking spaces. The final legal descriptions of such parcels shall be reasonably acceptable to the City and developer, and the dedication shall be set forth in the final plat recorded for Area B of the project. Both Dedication Parcel A and Dedication Parcel B shall be dedicated subject to any recorded property owners’ association or similar agreements governing the construction and use of improvements, common areas and shared facilities; and

Whereas, The Developer has agreed starting on the Trigger Date, defined below, Declarant shall use good faith efforts to sell 10% of the townhomes for owner occupancy annually until at least 50% of the townhomes have been sold for owner occupancy. Notwithstanding the foregoing, Declarant may defer any such sales to a subsequent year if any Deferral Conditions, defined below, exist. The “Trigger Date” shall mean the date on which the existing senior secured financing on the Project has matured and been paid in full. The “Deferral Conditions” mean that either (i) the projected net proceeds of any townhome sale, as reasonably estimated by Declarant, will be insufficient to pay in full the deed of trust release price requirement of any secured lender(s) on such townhome or (ii) Declarant reasonably determines that market conditions (including without limitation then current interest rates and mortgage lending requirements) are such that deferring sale of the townhome to a subsequent period will result in materially higher net sales proceeds from such townhome; and

Whereas, The Developer agrees to amend the plan reducing the number of apartments in Phase 2 by ten (10) percent or eleven (11) units and converting those units into additional townhomes, if approved this would bring the project total number of apartments down from 250 to 239 while increasing the number of townhomes from 39 to 50.

Upon further discussion and review, the City is unlikely to relocate the City Hall or a School Administration building to this location as other sites are being used or considered for those uses. The City has discussed with the developer, and the developer has agreed to provide a civic use property that the City can make use in another location is the development, as indicated on the Page 3 of 3 outline plan. The fire hall location is to remain in the PD and for City use, and the other amendments made by the BOC are to remain in place and in effect for the developer.

To achieve this change, the applicant proposes adding the following language to the Outline Plan: “The developer shall dedicate Lot 8 and Lot 9 as generally identified on the General Development Plan to the City of Lakeland for municipal uses as permitted and regulated herein. The final legal descriptions of such parcels shall be reasonably acceptable to the City and developer, and the dedication shall be set forth in the final plat recorded for Area B of the project.”

RESOLUTION R-19-2022

A RESOLUTION APPROVING AN OUTLINE PLAN AMENDMENT FOR
LAKELAND COMMONS PLANNED DEVELOPMENT

WHEREAS, The Outline Plan Amendment for Lakeland Commons Planned Development meets the general intent and spirit of the Zoning and Subdivision Regulations and conforms to the Floodplain Management, Stream Management Buffer, and Tree Management Ordinances; and

WHEREAS, On January 20, 2022, the City of Lakeland Municipal Planning Commission recommended approval for the Lakeland Commons Planned Development Outline Plan Amendment without conditions.

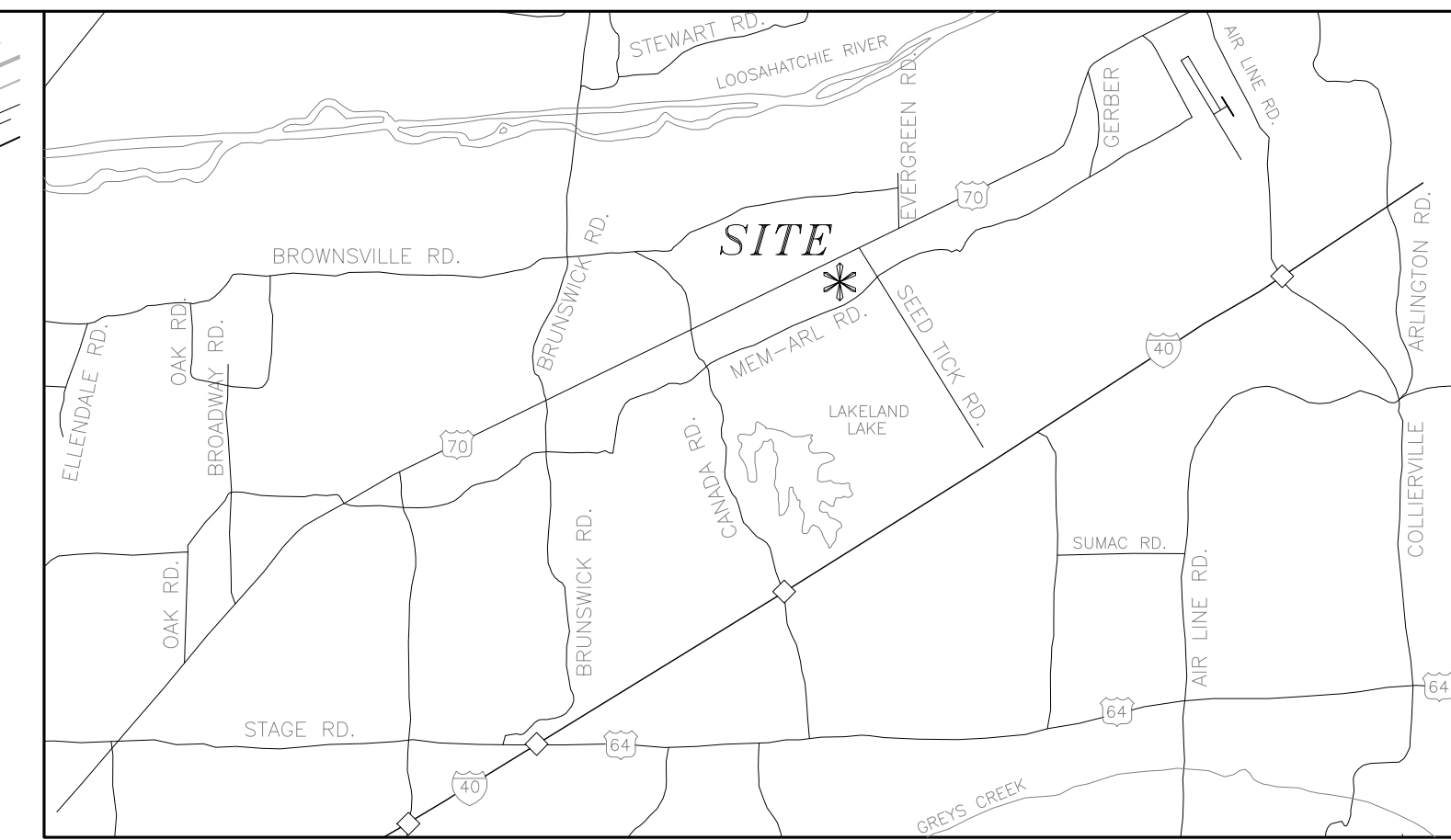
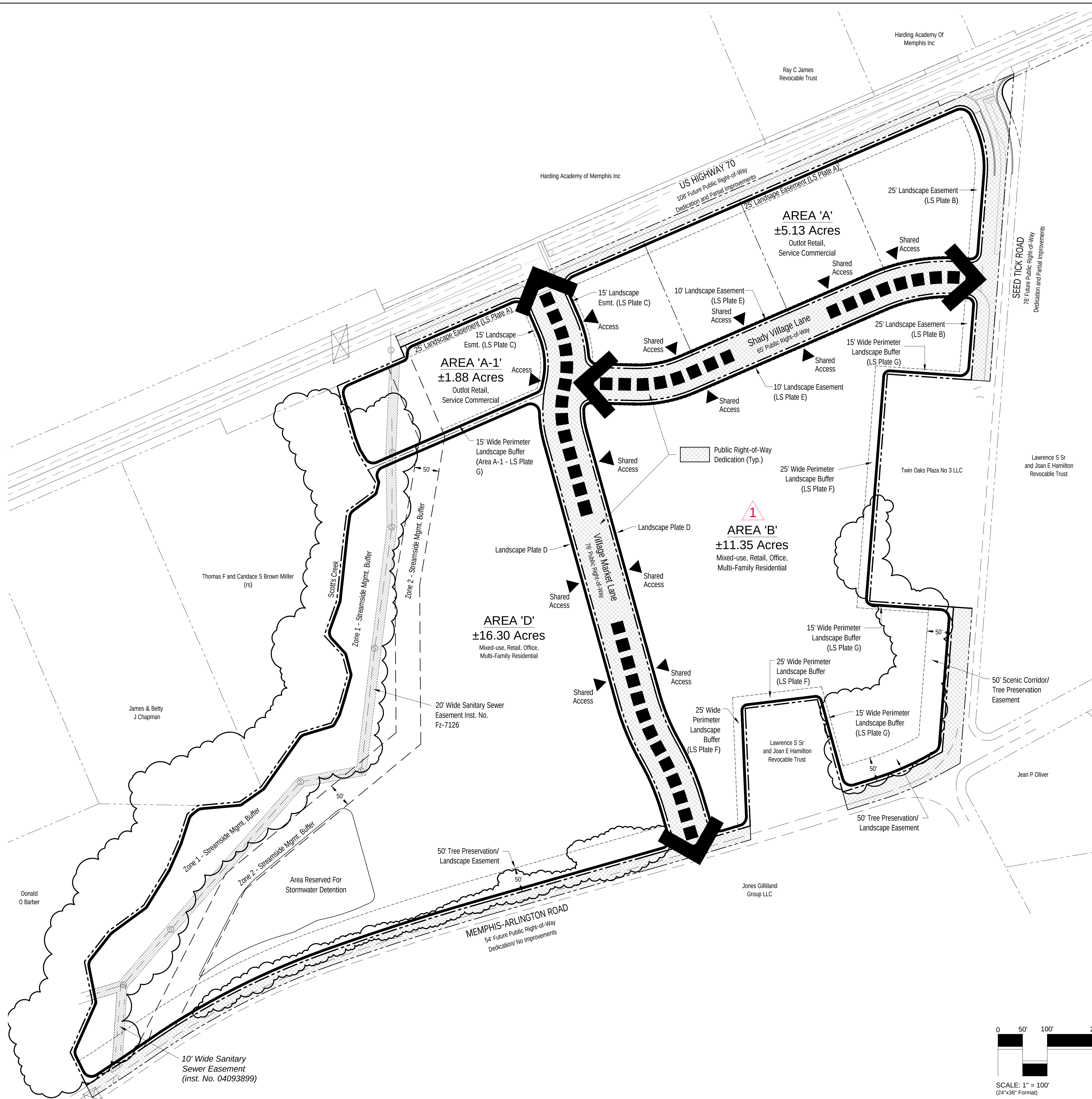
NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, that the Outline Plan Amendment for Lakeland Commons Planned Development be approved.

Passed and Adopted by the Board of Commissioners of Lakeland, Tennessee on this 10th day of February 2022, the public welfare requiring it.

Mike Cunningham, *Mayor*

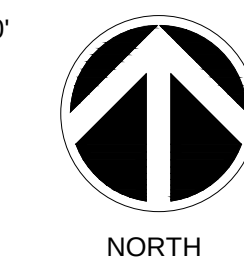
ATTEST:

Debra Murrell, *City Recorder*



This property is not located in a Special Flood Hazard Area per Flood Insurance Rate Map, 47157C0215G, Community Panel No. 470402 0215 G, Effective Date, February 6, 2013.

1
DRAFT AMENDMENT (Pending Review)
December 2021
OUTLINE PLAN AMENDED (RESOLUTION 2020/11-01)
LAKELAND COMMONS
PLANNED MIXED USE DEVELOPMENT



landscape architecture
planning

ils

INTEGRATED LAND SOLUTIONS, PLLC
9967 Bentwood Creek Cv., Collierville, TN 38017
901.493.6996 corybrady@gmail.com

Lakeland, Tennessee
Total Site Area: 40.713 Acres
Parcel ID: L0150 00479C
Underlying Zoning: AG

Property Owner/Developer:
Lakeland Commons, LLC
355 Tara Lane
Memphis, TN 38111

LAKELAND COMMONS
A PLANNED MIXED USE DEVELOPMENT

I. GENERAL STATEMENT AND INTENT

Lakeland Commons is a 40.7-acre planned, mixed-use development located at southwest corner of U.S. Highway 70 and Seed Tick Road. Formally approved in August of 2011, the Lakeland Commons PMUD is amended to better reflect current development trends and provide a town center environment in the City's geographic center. This planned development offers Lakeland residents a variety of community oriented commercial services with vertically integrated office and multi-family residential uses throughout.

The subject property is appropriately zoned C-2 Regional Commercial to allow a "Residential Support Center" as defined and recommended by the City's Comprehensive Land Use Plan.

The intent of this planned development is to establish clear zoning entitlement and bulk regulations which will govern the incremental development of the property while promoting a unified design theme that is both respectful of the surrounding neighborhood and responsive to the needs of the district.

This Outline Plan shall serve as a diagrammatic illustration graphically delineating the land use distribution, public road hierarchy, regulatory buffers, streetscapes and landscape easements, etc. described and provisioned herein. The General Development Plan shall serve as a conceptual master plan illustrating a hypothetical implementation of these development conditions and distribution of the uses permitted herein.

II. SURVEYORS DESCRIPTION

Description of the Lakeland Commons, LP property recorded at Instrument Nos. 06097948 and 06097949 in Lakeland, Shelby County, Tennessee:

Beginning at a found cotton picker spindle at the intersection of the centerline of existing pavement of Memphis-Arlington Road and Seed Tick Road, said point being the southeast corner of the Lakeland Commons LP property recorded at Instrument No 06097949; thence in a southwesterly direction with the centerline of existing pavement of said Memphis-Arlington Road the following calls: south 61 degrees 32 minutes 24 seconds west, 57.52 feet to a point of curvature; along a curve to the right having a radius of 597.50 feet, a delta angle of 11 degrees 15 minutes 35 seconds, chord = south 67 degrees 10 minutes 11 seconds west - 117.23 feet, an arc length of 117.42 feet to a point of tangency; south 72 degrees 47 minutes 59 seconds west, 72.98 feet to a found pk nail in the east line of the Lawrence S. Hamilton, Sr. and Joan E Hamilton Revocable Trust property recorded at Instrument No. 17087371; thence north 15 degrees 20 minutes 45 seconds west with the east line of said property recorded at Instrument No. 17087371, 232.47 feet to a found rebar; thence south 83 degrees 03 minutes 31 seconds west with the north line of said property recorded at Instrument No. 17087371, 147.46 feet to a found rebar; thence south 02 degrees 23 minutes 36 seconds east with the west line of said property recorded at Instrument No. 17087371, 266.91 feet to a found pk nail in the centerline of existing pavement of the aforesaid Memphis-Arlington Road; thence in a southwesterly direction with the centerline of said Memphis-Arlington Road the following calls: along a curve to the right having a radius of 14,443.60 feet, delta angle of 00 degrees 47 minutes 22 seconds, chord = south 73 degrees 41 minutes 53 seconds west - 198.98 feet, an arc length of 198.98 feet to a point of tangency; south 74 degrees 05 minutes 34 seconds west, 357.75 feet to a point of curvature; along a curve to the left having a radius of 5163.00 feet, delta angle of 03 degrees 44 minutes 28 seconds, chord = south 72 degrees 13 minutes 20 seconds west - 337.07 feet, an arc length of 337.13 feet to a point of compound curvature; along a curve to the left having a radius of 1500.00 feet, delta angle of 14 degrees 55 minutes 32 seconds, chord = south 62 degrees 53 minutes 19 seconds west - 389.65 feet, an arc length of 390.75 feet to a point of reverse curvature; along a curve to the right having a radius of 5127.00 feet, delta angle of 01 degrees 48 minutes 03 seconds, chord = south 56 degrees 19 minutes 35 seconds west - 161.14 feet, an arc length of 161.14 feet to a found pk nail in a bridge and being in the centerline of Scotts Creek; thence northwardly with the centerline of said Scotts Creek the following calls: north 26 degrees 11 minutes 49 seconds west, 102.15 feet; north 24 degrees 00 minutes 16 seconds east, 111.04 feet; north 11 degrees 06 minutes 38 seconds west, 84.36 feet; north 38 degrees 15 minutes 18 seconds east, 79.45 feet; north 53 degrees 45 minutes 39 seconds east, 87.89 feet; north 31 degrees 45 minutes 37 seconds east, 86.80 feet; north 23 degrees 57 minutes 28 seconds east, 58.77 feet; north 18 degrees 02 minutes 28 seconds east, 60.92 feet; north 51 degrees 26 minutes 20 seconds east, 27.94 feet; north 84 degrees 57 minutes 08 seconds east, 84.96 feet; north 54 degrees 53 minutes 24 seconds east, 53.84 feet; north 35 degrees 11 minutes 40 seconds east, 134.45 feet; north 73 degrees 25 minutes 06 seconds east, 67.28 feet; north 29 degrees 09 minutes 20 seconds east, 21.73 feet; north 17 degrees 06 minutes 54 seconds east, 30.57 feet; north 15 degrees 40 minutes 26 seconds east, 51.57 feet; north 14 degrees 43 minutes 29 seconds west, 40.75 feet; north 42 degrees 39 minutes 21 seconds west, 55.17 feet; north 19 degrees 48 minutes 47 seconds east, 75.31 feet; north 06 degrees 06 minutes 02 seconds east, 133.84 feet; north 07 degrees 36 minutes 28 seconds east, 49.80 feet; north 53 degrees 53 minutes 05 seconds east, 65.16 feet; north 14 degrees 45 minutes 00 seconds east, 20.53 feet; north 30 degrees 50 minutes 26 seconds west, 73.48 feet; north 20 degrees 56 minutes 51 seconds west, 27.63 feet; north 15 degrees 44 minutes 48 seconds west, 110.59 feet to a point in the south right-of-way line of U.S. Highway No. 70 (R.O.W. varies) (75' from centerline); thence northeastwardly with the south right-of-way line of said U.S. Highway No. 70 the following calls: north 66 degrees 32 minutes 11 seconds east, 148.91 feet to a found rebar; north 23 degrees 27 minutes 49 seconds west, 45.00 feet found rebar (30' from centerline); north 66 degrees 32 minutes 11 seconds east, 1200.00 feet to found rebar; south 23 degrees 27 minutes 49 seconds east, 10.00 feet to found rebar (40' from centerline); north 66 degrees 32 minutes 11 seconds east, 164.16 feet to a found cotton picker spindle in the centerline of existing pavement of the aforesaid Seed Tick Road; thence south 04 degrees 27 minutes 29 seconds west with the centerline of existing pavement of said Seed Tick Road, 626.87 feet to a found cotton picker spindle in the north line of the James E. Dempsey, Sr. and wife, Marilyn Dempsey property recorded at Instrument No. 07185202, 208.75 feet to a found rebar; thence south 04 degrees 27 minutes 29 seconds west with the west line of said property recorded at Instrument No. 07185202, 462.75 feet to a found rebar; thence south 85 degrees 58 minutes 13 seconds east with the south line of said property recorded at Instrument No. 07185202, 208.75 feet to a found cotton picker spindle in the centerline of existing pavement of said Seed Tick Road; thence south 04 degrees 27 minutes 29 seconds west with the centerline of existing pavement of said Seed Tick Road, 315.96 feet to a point of beginning and containing 40.713 acres of 4 land, more or less.

III. LAND USE

- A. These planned development conditions are based substantially upon the City of Lakeland's Land Development Regulations as adopted at the time of this planned development's approval. Where conflicts exist, the conditions herein shall apply. Where these conditions are silent upon a particular provision, the City of Lakeland Land Development Regulations shall apply.
- B. The Zoning District Classifications, their descriptions and definitions, outlined in §III.1 of the Lakeland Land Development Regulations apply as modified herein.
- C. The following Zoning District Classifications shall be permitted in the Areas designated in the Permitted Zoning Classification Table, III.D below.
- D. PERMITTED ZONING CLASSIFICATION TABLE
(Refer to The Outline Plan for Area designations)
X = Permitted, Blank = Not Permitted

ZONING CLASSIFICATION	AREA A	AREA A-1	AREA B	AREA D
Mixed Use and Commercial Districts				
(NC) Neighborhood Commercial District	X	X	X	X
(C1) Community Commercial District	X	X	X	X
(C2) Regional Commercial District	X	X		
Office Districts:				
(NO) Neighborhood Office District			X	X
(O) Office District			X	
Residential Districts				
(R6) Attached District			X	X
(R7) Multi-Family District			X	X

- E. Permitted Principal Uses.
- The Use Classifications (Retail, Office, etc), their descriptions and definitions, outlined in §III.2 of the Lakeland Land Development Regulations apply as modified herein. Refer to the Permitted Use Table, III.F herein for Principal Uses and Area designations.
 - Any Use listed in the Permitted Use Table, III.F herein that is not defined by Lakeland's Development Regulations shall be defined herein.
 - Any Use that is not specifically listed and that does not meet the criteria in the category description of Lakeland's Land Development Regulations, the Planning Director, or designee shall interpret the Use as inappropriate; this Use shall only be permitted through amendment of these Land Development Regulations.
 - The Open Space definitions and regulations outlined in §III.4, Section 4 of the Lakeland Land Development Regulations SHALL NOT apply. Greenspace shall be regulated by the bulk regulations and landscape regulations outlined herein.
 - The "Upper Story" Use limitations specified in §III.2.L-2 of the Lakeland Land Development Regulations SHALL NOT apply. Vertical integration is permitted as specified herein. Refer to §IV.C herein.
 - The Development Standards regulations specified in §III.2.L-3 and §III.2.M of the Lakeland Land Development Regulations SHALL NOT apply. Development Standards are specified herein.

- E. Permitted Principal Uses. (Continued)
- The individual conditions specified for any Use listed on Table 2.L-1 of the Lakeland Land Development Regulations as a Conditional Use SHALL APPLY. The PROCEDURAL regulations specified in § I.4.N of the Lakeland Land Development Regulations SHALL NOT apply.
 - The Open Space definitions and regulations outlined in §III.4 of the Lakeland Land Development Regulations SHALL NOT apply. Greenspace shall be regulated by the bulk regulations and landscape regulations outline herein.
 - Streamside Management Buffer. Land uses shall be in accordance with the City of Lakeland Streamside Management Regulations.
- F. PERMITTED USE TABLE
(Refer to The Outline Plan for Area designations)
X = Permitted, Blank = Not Permitted

PRINCIPAL USE	AREA A	AREA A-1	AREA B	AREA D
Single-Family Attached Residential			X	X
Multi-Family Residential			X	X
Neighborhood Assembly			X	X
Police/Fire Station	X	X	X	X
Post Office	X	X	X	X
Neighborhood Retail				
Antique Shop	X	X	X	X
Apparel & Accessory Store	X	X	X	X
Art & Education Supplies	X	X	X	X
Bakery	X	X	X	X
Bicycle Sales & Repair	X	X	X	X
Book, Magazine, Newspaper Store	X	X	X	X
Camera and Photo Supply Store	X	X	X	X
Collectable Items			X	X
China and Glassware Shop			X	X
Convenience Store (No Fuel Sales)	X	X	X	X
Convenience Store w/Automotive Fuel Sales	X	X	X	
Drug Store/Pharmacy	X	X	X	X
Fabric & Craft Store	X	X	X	X
Florist	X	X	X	X
Grocery Store	X	X	X	X
Hardware Store	X	X	X	X
Jewelry Sales and Repair	X	X	X	X
Luggage and Leather Goods	X	X	X	X
Specialty Food Market	X	X	X	X
Music Store	X	X	X	X
Office Supply	X	X	X	X
Optical Goods Shop	X	X	X	X
Party Supply Shop	X	X	X	X
Pet Shop	X	X	X	X
Tobacco Sales	X	X	X	X
Sporting Goods Sales (No Rental)	X	X	X	X
Stationary and Paper Store	X	X	X	X
Toy Shop	X	X	X	X
General Retail				
Appliance and Electronic Sales and Service	X	X	X	X
Computer Software Sales and Leasing	X	X	X	X
Department Store	X	X	X	X
Home Furnishings and Accessories	X	X	X	X
Musical Instrument Repair and Sales	X	X	X	X
Vehicle Supply Shop	X	X		
Convenience Store w/Automotive Fuel Sales	X	X	X	
Liquor Store	X	X	X	X
Firearms Dealer			X	X
Neighborhood Personal Services				
Bank	X	X	X	X
Barber Shop, Beauty Salon, Spa	X	X	X	X
Dry Cleaning and Laundry	X	X	X	X
Eating and Drinking Establishments	X	X	X	X
Pet Grooming (No Boarding)	X	X	X	X
Photocopying/Printing	X	X	X	X
Photography Studio/Supplies	X	X	X	X
Shoe Repair	X	X	X	X
Tailor/Seamstress	X	X	X	X
Tanning Salon	X	X	X	X
Travel Agency	X	X	X	X
Child Day Care	X	X	X	X
Amphitheatre			X	
Neighborhood Office				
Architecture/Engineering/Design			X	X
Business Consulting			X	X
Computer Programming/Support			X	X
Educational Services			X	X
Financial and Insurance			X	X
Governmental Offices			X	X
Neighborhood Office				
Law Firm			X	X
Management Services			X	X
Licensed Massage Therapy			X	X
Medical and Dental without Labratory			X	X
PR and Advertising			X	X
Real Estate			X	X
Veterenarian			X	X
General Office			X	X
Craftsman Use				
Bakery, Commercial	X	X	X	X
Furniture and Fixtures			X	X
Leather Products			X	X
Miscellaneous Repair			X	X
Pottery and Related Products			X	X
Sign and Letter Shop			X	X
Small Goods			X	X
Wireless Transmission Facilities			X	X
PRINCIPAL USE	AREA A	AREA A-1	AREA B	AREA D

- G. Use Definitions and Provisions
- Single-Family Attached Residential. A Single-Family Dwelling Unit located horizontally adjacent to another Single Family Dwelling Unit that share common wall(s).
 - Multi-Family Residential. Two (2) or more Dwelling Units located in the Principal Structure of a Lot in which the units may or may not share a common wall with the adjacent (horizontally or vertically) unit(s) or have individual entrances from the outside.
 - Neighborhood Assembly. A Use that occupies a structure less than 10,000 square feet in size that has organized services, meetings, or programs to benefit, educate, entertain, or promote discourse amongst the residents of the community in a public or private setting. Assembly includes such Uses as a community center, house of worship, and private clubs and lodges.
 - Police and Fire. A facility providing public safety and emergency services; training facilities, locker rooms, and limited overnight accommodations may also be included.
 - Post Office. A publicly accessed facility for the collection and distribution of mail and packages and the selling of supplies and mail related products.
 - Neighborhood Retail. A Use that involves the selling of goods or merchandise to the general public for personal or household consumption to residents in adjacent neighborhoods. A Use in this category occupies an area of less than 5,000 square feet.
 - General Retail. A retail Use involving the sale of goods or merchandise to residents living in the community. A Use in this category occupies an area between 5,000 and 30,000 square feet.
 - Large Scale Retail. A retail Use involving the large Scale sale of goods to residents living within the region. It is almost exclusively accessed by automobile and therefore additional consideration shall be given to parking and traffic issues when developing this Use. The goods or merchandise sold may be of the same type or a variety of types as General Retail and occupy a space greater than 30,000 and less than 75,000 square feet.
 - Convenience Store with Automotive Fuel Sales shall be defined has a retail establishment offering indoor sales of convenience merchandise and outdoor automotive fuel dispensaries. Convenience Stores with Automotive Fuel Sales may be attached to neighborhood or general retail buildings.
 - Only one (1) Convenience Store with Automotive Fuel Sales shall be permitted within Lakeland Commons Planned Development.
 - Permitted at public street intersections only.
 - Development Standards are specified herein.
 - Liquor Stores. A retail Use that sells alcoholic beverages solely for off-premise consumption and regulated pursuant to Title 57 of the Tennessee Code Annotated (TCA). For the purposes of this definition, alcoholic beverage means any beverage that contains more than five (5) percent alcohol content by weight as defined in TCA.
 - Only one (1) liquor store shall be permitted within the Lakeland Commons Planned Development.
 - No liquor store shall be located within 500' of any church or school.
 - The retail sale of alcoholic beverages shall be permissible in accordance with Tennessee State Law §57-3.
 - Grocery Stores are exempt in accordance with Chapter 3, Section 8 of the Lakeland Municipal Code and Tennessee State Law Title 57, Chapter 3.
 - Firearms Dealer. A retail Use involving the sale of Firearms or Ammunition and occupying a space no greater than 10,000 square feet.
 - Neighborhood Personal Services. A Uses that provide patrons services and limited retail products related to residents in adjacent neighborhoods. A Use in this category occupies less than 5,000 square feet.
 - Child Care. A licensed facility that provides for the care of children under seventeen (17) years of age for twelve (12) hours or less per day without a transfer of custody.
 - Amphitheatre. An open circular or oval structure with a central space surrounded by tiers of seats for spectators, for the presentation of theatrical events, events concerts, presentations, etc.
 - Neighborhood Office. A Use for businesses that involve the transaction of affairs of a profession, service, industry, or government. Patrons of these businesses usually have set appointments or meeting times; the businesses do not rely on walk-in customers. Typically occupies less than 5,000 square feet and involves twenty (20) or fewer employees at a given location.
 - General Office. An office Use that typically occupies more than 5,000 square feet and more than twenty (20) employees at a given location.
 - Craftsman Use. A Use that involves the small Scale production or assemblage of goods resulting in little to no by-products, non-noxious or noxious. It includes a showroom or retail store to showcase or sell the goods produced on-site.
 - Wireless Transmission Facilities. Use shall be defined and regulated by City of Lakeland Ordinances #14-217 and #19-271 amending §III.14 of the Lakeland Land Development Regulations regarding wireless transmission towers and facilities.

H. Prohibited Uses, ALL AREAS:

Single Family Detached Residential, Bed and Breakfast, Large Scale Retail, Warehouse Retail, Outdoor Sales Lot, Cemetery, Outdoor Kennels, Sexually Oriented Businesses, Cemetery, Hotel/Motel, General Assembly, Independent, Assisted Living, and Nursing Home, Hospice, Pawn Shop, Title Loan, Payday Lender, Check Cashing Operations, Tattoo/Piercing Parlor, Funeral Home.

I. Permitted Accessory Uses and Structures:

- Accessory Uses and Structures permitted within the C1, O, R6 and R7 Zoning Districts as defined and regulated by §III.2.N-O of the Lakeland Land Development Regulations shall be permitted as modified herein. Where conflicts exist, these regulations shall govern.
- The Development Standards specified in §III.2.P-Q of the Lakeland Land Development Regulations for Uses within the C-1, O, and R-7 Zoning Districts SHALL APPLY as modified herein. Where conflicts exist, these regulations shall govern.
- Outdoor Storage shall be permitted as an Accessory Use in accordance with §III.2.Q.2.J of the Lakeland Land Development Regulations.
- Animal Boarding shall be permitted as an accessory to veterinarian clinics only. External/Outdoor facilities and/or dog runs are PROHIBITED.
- Dog Parks shall be permitted as an Accessory Use within common areas only.

IV. BULK REGULATIONS

(Refer to the Outline Plan for area identification):

A. Areas A and A-1: Outlot Retail/Service Commercial

Building Setbacks:	
US Highway 70:	50 feet
Village Market Lane:	25 feet
Shady Village Lane:	20 feet
Seed Tick Road:	40 feet
Side Yard Setback:	*None/20 feet (Area A-1 Only)
Rear Yard Setback:	*None/15 feet (Area A-1 Only)
* None where lot adjoins Streamside Management Buffer (SMB)	

Minimum Lot Size:	N/A
Minimum Lot Width:	N/A
Maximum Building Height:	35 feet
Maximum Floor Area Ratio:	0.20
Maximum Impervious Area:	75%

B. Areas B and D: Mixed Use

Building Setbacks:	
Village Market Lane:	None/9 feet*
Shady Village Lane:	10 feet
Memphis-Arlington Road:	50 feet
Seed Tick Road:	40/50 feet**
Private Drive:	8 feet
Side Yard Setback:	20 feet
Rear Yard Setback:	None***
* None where balconies and/or other building appendages exist. Primary building facade shall be setback a minimum 9 feet from the right-of-way line.	
** 50 feet where regulated by the Scenic Corridor Regulations	
*** Where regulated by Streamside Management Buffer	

IV. BULK REGULATIONS (continued)

(Refer to the Outline Plan for area identification):

B. Areas B and D: Mixed Use (continued)

Minimum Lot Size:	N/A
Minimum Lot Width:	N/A
Mininum Building Separation:	20 feet
Maximum Building Height:	48 feet
Maximum Floor Area Ratio:	.50 FAR
Maximum Single Use Bldg Size or Tenant:	30,000 SF
Maximum Number of Residential Units:	289 Units
Maximum Impervious Area:	75%

Vertical Integration and Use Distribution:

- Retail Uses restricted to 1st floor only;
Office Uses permitted on all floors;
Multifamily Residential Uses permitted on all floors.

C. Parking Requirements: (All Areas)

Parking shall be in accordance with §III.6 of the Lakeland Land Development Regulations except where otherwise noted or modified herein.

- Commercial Parking:
 - Useable Floor Area for Computing Parking, Commercial Building: 75% of gross square of floor area.
 - Maximum Permitted Parking: 4.5 spaces/1000 useable floor area.
 - Actual parking count shall be determined by use distribution.
- Office Parking Requirement:
 - Useable Floor Area for Computing Parking, Office: 80% of gross building area.
 - Useable Floor Area for Computing Parking, Medical Office: 85% of gross building area.
 - Maximum Permitted Parking: 4.5 spaces/1000 useable SF.
 - Actual parking count shall be determined by use distribution.
- Multifamily Residential Parking:
 - Maximum Permitted Parking: 1.5 spaces/ Unit.
 - Parking distribution shall be permitted as generally illustrated on the General Development Plan and as specified herein:
 - On-street parking shall be permitted within the Village Market Lane and Shadow Village Lane public right-of-ways only.
 - Areas A and A-1: A double row of off-street parking shall be permitted in the front yards of all development fronting US Highway 70 and Seed Tick Road.
 - Areas B and D: No off-street parking shall be permitted in the front yards of any development fronting Village Market Lane, Shadow Village Lane, or Memphis-Arlington Road.
- Loading Berths, All Areas.

Loading Berths shall be provided in accordance with the §III.6.D of the Lakeland Land Development Regulations.
- Open Storage, Refuse Areas, and Utility Appurtenances, All Areas.

Location of Open Storage, Refuse Areas, and Utility Appurtenances shall be in accordance with §III.5.M of the Lakeland Land Development Regulations.

V. PUBLIC ROADS, VEHICULAR ACCESS, AND PEDESTRIAN CIRCULATION

(Refer to Street Sections for details)

A. PUBLIC ROADS

- All public roads shall comply will all governing regulations where applicable.
- U.S. Highway 70: Existing Right-of-Way Varies.
 - Dedicate 54' from centerline, or as required to provide one half of a 108' public right-of-way;
 - Improve to provide a center turn lane, two (2) east bound travel lanes, improved shoulder, and rural drainage swale in accordance with TDOT standards.
- Memphis-Arlington Road: Existing Right-of Way is prescriptive
 - Dedicate 27' from centerline or as required to provide one half of a 54' public right-of-way;
 - No further improvements are proposed or required.
- Seed Tick Road, north of the Twin Oaks Plaza No 3 LLC Property: Existing Right-of-Way is prescriptive.
 - Dedicate 34' from centerline, or as required to provide one half of a 68' public right-of-way;
 - Improve to provide a 48' urban cross section with sidewalk and improved intersection geometry at U.S. Highway 70 in accordance with City of Lakeland Standards.
- Seed Tick Road, south of the Twin Oaks Plaza No 3 LLC Property: Existing Right-of-Way is prescriptive.
 - Dedicate 34' from centerline, or as required to provide one half of a 68' public right-of-way;
 - No further improvements are proposed or required.
- Village Market Lane, north of Shady Village Lane: Proposed North/South Collector Road.
 - Dedicate a 76' public right-of-way;
 - Improve to provide a four lane, 48' wide public collector road with striped median and designated turn lanes;
 - On-street parking PROHIBITED;
 - Sidewalks shall be constructed concurrently with adjacent lot development.
- Village Market Lane, south of Shady Village Lane: Proposed North/South Collector Road.
 - Dedicate a 76' public right-of-way;
 - Improve to provide a two lane, 43' wide urban cross section;
 - On-street parking permitted;
 - Sidewalks shall be constructed concurrently with adjacent lot development.
- Shady Village Lane: Proposed East/West Collector Road.
 - Dedication a 65' public right-of-way;
 - Improve to provide a two lane, 36' wide urban cross section;
 - On-street parking permitted;
 - Sidewalks shall be constructed concurrently with adjacent lot development.

November 2020
OUTLINE PLAN CONDITIONS AMENDED (RESOLUTION 2020/11-01)

LAKELAND COMMONS

PLANNED MIXED USE DEVELOPMENT



Lakeland, Tennessee
Total Site Area: 40.713 Acres
Parcel ID: L0150 00479C
Underlying Zoning: AG

Property Owner/Developer:
Lakeland Commons, LLC
355 Tara Lane
Memphis, TN 38111

B. VEHICULAR ACCESS

1. All internal drives shall be private, designed in accordance with the City of Lakeland engineering standards, and subject to approval by the Lakeland City Engineer and Shelby County Fire Department.
2. All internal, private drives shall be owned and maintained by a Property Owners' Association with shared access easements conveyed unless otherwise dedicated to the City of Lakeland.
3. Shared Driveways. The number of access drives and private street intersections with public streets shall be minimized by the use of shared driveways with adjoining lots where feasible. The Property Owner's Association Architectural Review Committee shall require shared driveways as a condition of land division, development review, or site design review, as applicable, for traffic safety and access management purposes in accordance with the following standards:
 - a. Shared driveways and frontage streets may be required to consolidate access onto the collector street. When shared driveways or frontage streets are required, they shall be stubbed to adjacent developable parcels to indicate future extension. "Stub" means that a driveway or street temporarily ends at the property line, but may be extended in the future as the adjacent parcel develops. "Developable" means that a parcel is either vacant or it is likely to receive additional development.
 - b. Access easements shall be recorded for all shared driveways, including pathways, at the time of final plat approval.
 - c. Exception. Shared driveways are not required when existing development patterns or physical constraints (e.g., topography, parcel configuration, and similar conditions) prevent consolidation of access points to public streets.
 - d. Cross Access. Cross access is encouraged, and may be required, between contiguous sites in order to provide more direct circulation between sites and uses for pedestrians, bicyclists, and drivers.
4. US Highway 70: Vehicular access for all lots within Areas A and A-1 shall be restricted to the Village Market Lane and/or Shady Village Lane. Direct vehicular access to U.S. Highway 70 shall be PROHIBITED.
5. Memphis-Arlington Road: Vehicular access for all lots within Areas B and D shall be restricted to the Village Market Lane and/or Shadow Village Lane. Direct vehicular access to Memphis-Arlington Road shall be PROHIBITED.
6. Seed Tick Road: One (1) point of access shall be permitted along Seed Tick Road in the general location illustrated on the Outline Plan.
7. Village Market Lane:
 - a. Area A: One (1) point of vehicular access shall be permitted along Village Market Lane in the general location illustrated on the Outline Plan.
 - b. Area B: Three (3) points of vehicular access shall be permitted along Village Market Lane in the general location illustrated on the Outline Plan.
 - c. Area A-1: One (1) point of vehicular access shall be permitted along Village Market Lane in the general location illustrated on the Outline Plan.
 - d. Area D: Two (2) points of vehicular access shall be permitted along Village Market Lane in the general location illustrated on the Outline Plan.
8. Shady Village Lane:
 - a. Area A: Four (4) points of shared vehicular access shall be permitted along Village Market Lane in the general location illustrated on the Outline Plan.
 - b. Area A-1: Not Applicable
 - c. Area B: Two (2) points of shared vehicular access shall be permitted along Village Market Lane in the general location illustrated on the Outline Plan.
 - d. Area D: Not Applicable

C. PEDESTRIAN CIRCULATION

1. No sidewalks shall be required or constructed along US Highway 70, Memphis-Arlington Road, or Seed Tick Road south of the Twin Oaks Plaza No3 property. A 5' wide pedestrian easement shall be conveyed for future sidewalk connections, if desired and constructed by the City of Lakeland.
2. Concrete sidewalks, a minimum 5' wide, shall be constructed along each side of Village Market Lane and Shady Village Lane. Sidewalks shall be constructed concurrently with each incremental phase.
3. All internal lots shall have pedestrian interconnectivity. Sidewalks shall be constructed concurrently with each incremental phase.
4. A 10' wide, public multi-use, asphalt trail shall be constructed in Phase 1, within Area D as generally illustrated on the General Development Plan with final alignment to be determined with detailed site plans. A 10' wide pedestrian easement shall be conveyed.

VII. TREE MANAGEMENT, STREET SCAPE, ORNAMENTAL LANDSCAPING, and PERIMETER BUFFERS.

A. TREE PRESERVATION AND MANAGEMENT:

1. The Lakeland Tree Management Ordinance Title 13, Chapter 4 of the Municipal Code shall govern.
2. Compliance with the Tree Management Ordinance shall be determined with the detailed site plan and construction drawing review. Tree preservation does not nullify the landscape requirements outlined herein.
3. Tree Preservation:
 - a. A fifty-foot wide (50') Scenic Corridor/Tree Preservation Easement shall be required along the east boundary, south of the Twin Oaks Plaza No 3 LLC property, along Seed Tick Road, to preserve the existing tree stand and provide a natural buffer to the adjacent single-family residential properties.
 - b. A fifty-foot wide (50') Tree Preservation/Landscape Easement shall be required along the south boundary, east of the Lawrence S Sr and Joan E Hamilton Revocable Trust property, along Seed Tick Road, to preserve the existing tree stand and provide a natural buffer to the adjacent single-family residential district.
 - c. A fifty-foot wide (50') Tree Preservation/Landscape Easement shall be required along the south boundary, west of Village Market Lane, along Memphis-Arlington Road to preserve the existing tree stand and provide a natural buffer to the adjacent single-family residential district.
 - d. All trees existing within the designated Streamside Management Buffer, with the exception of dead, diseased, dying, or invasive species, shall be preserved.

B. STREETSCAPE LANDSCAPING: (REFER TO LANDSCAPE PLATES FOR DETAILS)

7. US Highway 70 Frontage
A 25' wide landscape easement shall be required along the planned development's US Highway 70 frontage with the intent to establish a unified streetscape appearance. The following streetscape improvements shall be required:
 - a. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting shall be installed at 40' o.c. or equivalent thereof;
 - b. Where parking fields are located between the building and public right-of-way, a continuous row of evergreen shrubs, 24" height at planting, shall be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature hedge, PLUS, one (1) ornamental tree, 2"-2.5" caliper at planting shall be installed in a random fashion at a ratio equivalent to or greater than 40' o.c. or equivalent thereof.
2. Seed Tick Road, north of the Twin Oaks Plaza No 3 LLC Property
A 25' wide landscape easement shall be required along the planned development's Seed Tick Road frontage to establish a unified streetscape appearance materially consistent with the US Highway 70 frontage and compatible with the previously approved Lakeland Meadows Planned Development "Seed Tick Road Landscape Plate 1" improvements specified. The following streetscape improvements shall be required:
 - a. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting shall be installed at 40' o.c. or equivalent thereof;
 - b. Where parking fields OR private drives are located between the building and public right-of-way, a continuous row of evergreen shrubs, 24" height at planting, shall be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature hedge.
3. Seed Tick Road, south of the Twin Oaks Plaza No 3 LLC Property
No landscape improvements required. Refer to §VII.A.3a herein for tree preservation requirements.
4. Memphis-Arlington Road
No landscape improvements required. Refer to §VII.A.3b-c herein for tree preservation requirements.
5. Village Market Lane
 - a. Area A and Area A-1:
A 20' wide landscape easement shall be required along the planned development's Village Market Lane frontage with the intent to provide a unified streetscape materially consistent with the US Highway 70 frontage. The following streetscape improvements shall be required:
 - i. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof;
 - ii. Where parking fields OR private drives are located between the building and public right-of-way, a continuous row of evergreen shrubs, 24" height at planting, shall be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature edge.

B. STREETSCAPE LANDSCAPING: (Continued)

(REFER TO LANDSCAPE PLATES FOR DETAILS)

5. Village Market Lane
 - a. Area A and Area A-1:
A 20' wide landscape easement shall be required along the planned development's Village Market Lane frontage with the intent to provide a unified streetscape materially consistent with the US Highway 70 frontage. The following streetscape improvements shall be required:
 - i. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof;
 - ii. Where parking fields OR private drives are located between the building and public right-of-way, a continuous row of evergreen shrubs, 24" height at planting, shall be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature edge.
 - b. Area B and Area D:
All required street tree and ornamental shrubbery shall located within the Village Market Lane as generally illustrated on the General Development Plan and Street Sections for details. The following streetscape improvements shall be required:
 - i. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting shall be installed at 40' o.c. or equivalent thereof;
 - ii. Over-story trees may be substituted by under-story ornamental trees at a ratio of 3:1
 - iii. Where on-street parking is proposed, mixed ornamental shrubbery and seasonal groundcovers shall be installed incrementally in planters to segregate the vehicular and pedestrian zones;
 - iv. Where parking fields OR private drives are located between the building and public right-of-way, a continuous row of evergreen shrubs, 24" height at planting, shall be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature hedge.
6. Shady Village Lane
 - a. Area A and Area B:
A 10' wide landscape easement shall be required along the planned development's Shady Village Lane frontage with the intent to provide a unified streetscape materially consistent with the overall planned development while providing additional landscape buffer to the rear service areas, mechanical areas, and secondary facades of the developed out lots fronting US Highway 70. The following streetscape improvements shall be required:
 - i. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof, within the right-of -way between the sidewalk and curb;
 - ii. Where parking fields are located between the building and public right-of-way, a continuous row of evergreen shrubs, 24" height at planting, shall be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature hedge, PLUS, one (1) ornamental tree, 2"-2.5" caliper at planting shall be installed in a random fashion at a ratio equivalent to or greater than 40' o.c. or equivalent thereof.
7. Segregated Internal Private Drives
 - a. A minimum 10' wide landscape island shall be required along all internal private drives, EXCLUDING parking lot drive isles;
 - b. At a minimum, the 10' wide landscape island shall contain one of the following:
 - i. Ornamental under-story trees, 8'-10' height or 1.5" caliper at planting, installed at 20' o.c. or equivalent thereof, OR,
 - ii. Over-story deciduous shade trees, 2"-2.5" caliper at planting, installed at 40' o.c. or equivalent thereof.
 - c. Where parking fields front the segregated internal private drives, a row of evergreen shrubs, 24" height at planting, shall also be installed at 3' o.c. with the intent is to establish and maintain a continuous 42" tall mature hedge;
 - d. Where buildings, fences, walls, or other architectural feature exist in proximity to the internal private drives, the ornamental landscaping requirements shall apply.

C. ORNAMENTAL LANDSCAPING:

- The landscaping requirements outlined in §III.5 of the Lakeland Land Development Regulations shall apply as modified herein.
- a. Landscape Materials and Specifications. The landscape materials and methods specified shall be consistent and compatible throughout the development to establish a unified landscape treatment across all phases of implementation.
 - b. All ornamental landscaped areas shall be irrigated with an automated system having proper head to head coverage. Streamside Management Buffers and tree preservation areas area excluded.
 - c. All entries to developments shall be highlighted with shrubs, ground cover, and small ornamental trees in addition to the required streetscape landscaping.
 - d. Foundation Planting. Except where a commercial storefront, entryway, patio exists, buildings shall include a minimum 4-foot wide landscape area between the building foundation and any sidewalk or impervious feature. A wider landscape area is recommended for taller buildings. The building shall be softened with foundation plantings totaling a minimum of 40% of the building's perimeter with priority given to those areas visible from any public or shared drive. Where a commercial storefront, entryway, patio is visible from any public or shared drive, any combination of pots, raised planters, hanging baskets, window boxes, espalier, trellis structures or cable systems, tree pits, or tree wells, shall be provided to serve as foundation landscaping.

D. PERIMETER BUFFERS:

1. Perimeter Buffers, as specified herein, shall be installed commensurate with the associated phase of vertical (building) construction.
2. A 25-foot wide perimeter landscape buffer shall be required along the west boundary of the Twin Oaks Plaza No 3 LLC property. At a minimum, the 25-foot wide landscape buffer shall contain the following material:
 - a. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof;
 - b. A double row of large evergreen, naturalized screening shrubs, 5'-6' height at planting, shall be installed between each over-story tree at 10' o.c. triangular spacing.
- c. OPTIONAL. A 6-foot tall opaque fence installed continuously along the shared boundary line.
3. A 15-foot wide perimeter landscape buffer shall be required along the north and south boundaries of the Twin Oaks Plaza No 3 LLC property. At a minimum, the 15-foot wide landscape buffer shall contain the following material:
 - a. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof;
 - b. A single row of large evergreen, naturalized screening shrubs, 5'-6' height at planting, installed at 8' o.c.
- c. OPTIONAL. A 6-foot tall opaque fence installed continuously along the shared boundary line.
4. A 25-foot wide perimeter landscape buffer shall be required along the west and north boundaries of the Lawrence S Sr and Joan E Hamilton Revocable Trust property. At a minimum, the 25-foot wide landscape buffer shall contain the following material:
 - a. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof;
 - b. A double row of large evergreen, naturalized screening shrubs, 5'-6' height at planting, shall be installed between each over-story tree at 10' o.c. triangular spacing.
- c. OPTIONAL. A 6-foot tall opaque fence installed continuously along the shared boundary line.
5. A 15-foot wide perimeter landscape buffer shall be required along the east boundary of the Lawrence S Sr and Joan E Hamilton Revocable Trust property. At a minimum, the 15-foot wide landscape buffer shall contain the following material:
 - a. One (1) over-story deciduous shade tree, 2"-2.5" caliper at planting, shall be installed at 40' o.c. or equivalent thereof;
 - b. A single row of large evergreen, naturalized screening shrubs, 5'-6' height at planting, installed at 8' o.c.
- c. OPTIONAL. A 6-foot tall opaque fence installed continuously along the shared boundary line.
6. Where existing, dense vegetation is preserved within the required perimeter buffer areas, meeting the minimum size requirements, is in good health, and are an acceptable species per the City's tree list may be utilized in place of the buffer planting requirement at the same spacing. Preserved vegetation may require supplementation to satisfy the requirement of the appropriate landscape buffer.
7. If any portion of the Twin Oaks Plaza No 3 LLC property or Lawrence S Sr and Joan E Hamilton Revocable Trust property develops as a Use classified as C1, C2, NO, or O prior to or concurrently with development within Area B of the Lakeland Commons; the corresponding perimeter buffer requirements shall be eliminated.

VIII. LIGHTING

Site lighting requirements shall be in accordance §III, 13 of the Lakeland Land Development Regulations.

IX. SIGNS

Signs shall be permitted in accordance with the City of Lakeland Sign Ordinance, Title 14, Chapter 4 of the City of Lakeland's Municipal Code.

X. ARCHITECTURAL STANDARDS

- A. Committee establishment. An Architectural Review Committee (ARC) shall be established. This committee or its designated architect will review all proposed structures, site plans, building elevations, landscaping and construction materials. The ARC will follow all conditions and guidelines contained in the Outline Plan when reviewing individual plans. The City of Lakeland shall use these guidelines as a reference when reviewing building permits. Interpretation of regulations is by the City of Lakeland, if there is any disagreement with the ACC, developer, or builder.
- B. Site Planning. Setbacks and/or build-to lines are enumerated in the bulk regulations for the development. The ARC reserves the right to review, revise and approve all proposed site plans. The ARC shall be subject to the Design Guidelines in this Outline Plan and other applicable City approvals and regulations. The City of Lakeland shall utilize the Outline Plan to determine compliance with these design guidelines prior to the issuance of building permits or other applicable permits.
- C. Unified Design Theme. Lakeland Commons Planned Development shall be constructed having a unified design theme. Design elements including construction materials, architecture, signage, fencing, landscaping, site furnishings and site lighting shall be of a consistent nature.
- D. Architectural Style. Building styles for this development shall be consistent throughout utilizing sympathetic architecture. All buildings shall comply with the following:
 1. Primary facades are those facades that can be seen from any public road. These facades shall incorporate mixed materials appropriate to the style. The primary material on each façade shall be a minimum of 50% brick and/or stone (exclusive of windows of doors), with secondary materials which may include, efis (above 10 feet), fiber cement panels and other cement plaster (when applied over brick).
 - a. Minimum percentage of storefront façade window area: 25%.
 - b. Minimum articulated pier distance: 50'. Recommended frequency shall be 30' to 40'.
 - c. Covered entrances and arcades are encouraged as single story transitional elements.
 - d. Window openings and awnings are strongly encouraged.
 - e. Horizontal material changes are strongly encouraged.
 - f. Raised planters and landscaping are encouraged to soften building facades.
 - g. Entrance pavilions and tower elements are encouraged to break up large format architecture.
 - h. Skylights and other forms of natural lighting are encouraged.
 2. Secondary facades are those facades that cannot be seen from a public road. Due to their decreased impact upon the public realm, the design criteria can be relaxed in the following ways:
 - a. At minimum these facades shall be composed of painted split face block.
 - b. Use of other complimentary materials is encouraged.
 - c. Service bays shall not be visible from a public way.
 3. Decorative metalwork is strongly encouraged, which may include, but is not limited to, balconies or terraces, handrails, window boxes, finials and cupolas. All exposed metalwork shall be style appropriate, in cast iron, wrought iron or copper.
- E. Building form shall respect and relate to all street frontages through incorporation of secondary door access, windows, etc. No blank walls shall be visible from any street or shared access private drive.
- F. Drive through services.

The following requirements apply:

 1. No drive through services shall be permitted within Areas B, and D as defined on the Outline Plan.
 2. No "drive-in" restaurants, i.e. restaurants where dining service is rendered in the vehicle, shall be permitted in any area of this planned development.
 3. All drive through services and queuing spaces shall be located at the side or rear of the proposed building or structure adjoining a public way.
 4. Drive through service areas shall be designed to mimic and/or blend with the architectural features of the primary façade.
 5. Drive through stacking lanes shall be minimized and integrated into the overall landscape and streetscape concept.
- G. Fuel Pumps. The placement of fuel pumps (if proposed) shall be such that the pumps are oriented to minimize their impact and exposure, and so that they are placed to be partially hidden by columns. Design shall substantially conform to the Design Guidelines attached herein and the overall architectural character of the development.
- H. Glazing. Glazing in windows and doors shall be true divided-light windows or simulated divided lite windows on all front elevations. Simulated divided lite windows shall have surface applied muntins on both their interior and exterior faces as well as a muntin bar within the glass if insulated glass is used. Retail storefront windows excluded.
- I. Roofing. Roofing, where visible within the development, shall be primarily textured architectural shingles designed to give the appearance of wooden shakes or slate and to be in similar color ranges. In limited applications, the ACC may approve the use of patinated copper roofing or tern plate, particularly for dormers, entries and other accent locations. Large pitched roof areas shall require plane breaks and roof dormers. Flat roofs shall terminate with an appropriately proportioned cornice element and screened from public view.
- J. Accent Lighting. The use of style appropriate lighting is encouraged to draw attention to building entrances and features. These lights, where used, shall be low wattage, LED, incandescent or natural gas and shall conform to the building guidelines.
- K. Screening. HVAC units, utility meters, commercial equipment, waste disposal containers, connection boxes and all like items shall be placed to the sides or rear of buildings, out of view from public ways. HVAC units may be either roof or ground mounted but must be screened from the public view, where necessary, with landscaping or approved fencing/wall. Waste disposal containers shall be screened as required in the bulk regulations, and the screens shall be of similar materials as the buildings to which they are proximate.
- L. Outbuildings. Any and all outbuildings and detached structures shall be permitted only with full review and approval by the ARC. All outbuildings must be constructed of the same building materials and detailing as the primary structure. All plans must be reviewed and approved prior to construction. Temporary, pre-fabricated, or modular outbuildings shall not be permitted.
- M. Professional Office Buildings. Office buildings (if proposed) shall be designed in compatible character with consistent architecture and materials on all sides.
- N. Convenience store with Automotive Fuel Sales. Convenience store with Automotive Fuel Sales (if proposed) shall be designed in compatible character consistent with the unified architectural appearance established with the overall planned development. The principal building and fuel canopy shall exhibit consistent materials, colors, and design features on all sides. The fuel canopy shall complement their associated buildings in scale, methods and materials and be integrated in the buildings' overall design. All signage shall comply with the City of Lakeland's Sign Ordinance.
- O. The architectural elevations provided herein are intended to convey architectural intent only and shall be considered conceptual. Final, detailed architecture shall be reviewed incrementally for general compliance with the standards outlined herein as each independent phase is proposed for development.

II.X. PHASING OF DEVELOPMENT/COMPLETION/EXPIRATION

Lakeland Commons will be constructed in multiple phases with a development schedule subject to actual market conditions and subject to change without notice.

Development Phasing and tentative schedule:

- Phase 1: Overall site clearing, mass grading and public infrastructure improvements.
Phase 2: Area A, C, and D development specific site improvements and vertical construction. Construction anticipated: Summer 2020
Phase 3: Area B development specific site improvements and vertical construction. Construction Anticipated Spring 2021.
Completion of all phases is anticipated with 10 years of approval subject to actual economic conditions.

IX. AMENDMENTS

- Delta #1: Area B Municipal Dedications
1. The developer shall dedicate Lot 8 and Lot 9 as generally identified on the General Development Plan to the City of Lakeland for municipal uses as permitted and regulated herein. The final legal descriptions of such parcels shall be reasonably acceptable to the City and developer, and the dedication shall be set forth in the final plat recorded for Area B of the project.
 2. The total development shall not exceed 239 apartments and 50 townhouses.

1
DRAFT AMENDMENT (Pending Review)

December 2020

OUTLINE PLAN CONDITIONS AMENDED (RESOLUTION 2020/11-01)

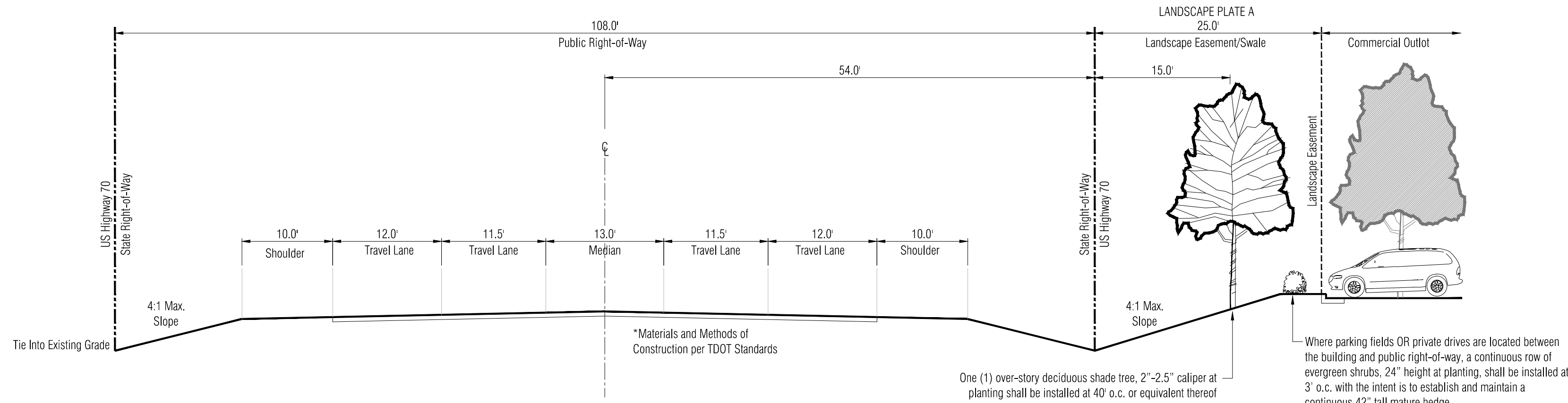
LAKELAND COMMONS

PLANNED MIXED USE DEVELOPMENT

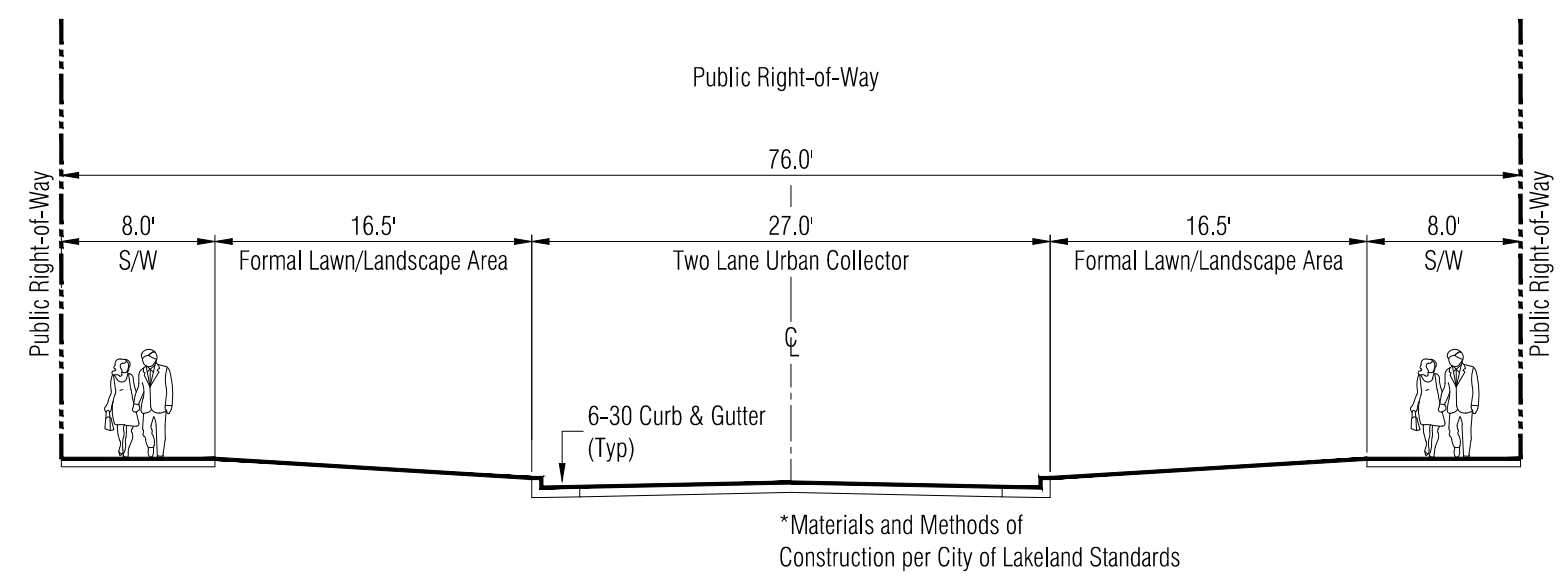


Lakeland, Tennessee
Total Site Area: 40.713 Acres
Parcel ID: L0150 00479C
Underlying Zoning: AG

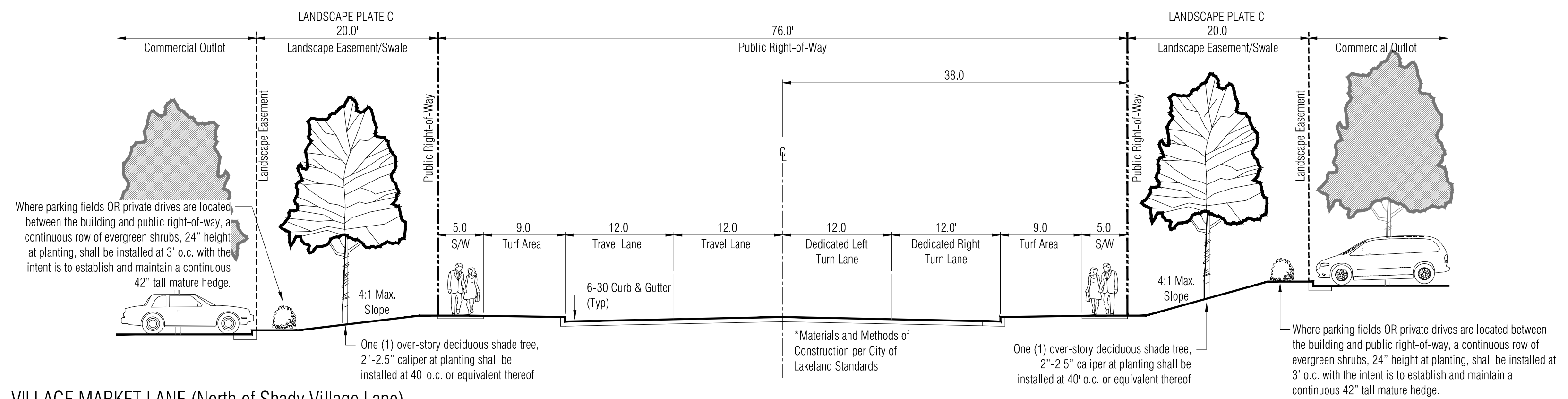
Property Owner/Developer:
Lakeland Commons, LLC
355 Tara Lane
Memphis, TN 38111



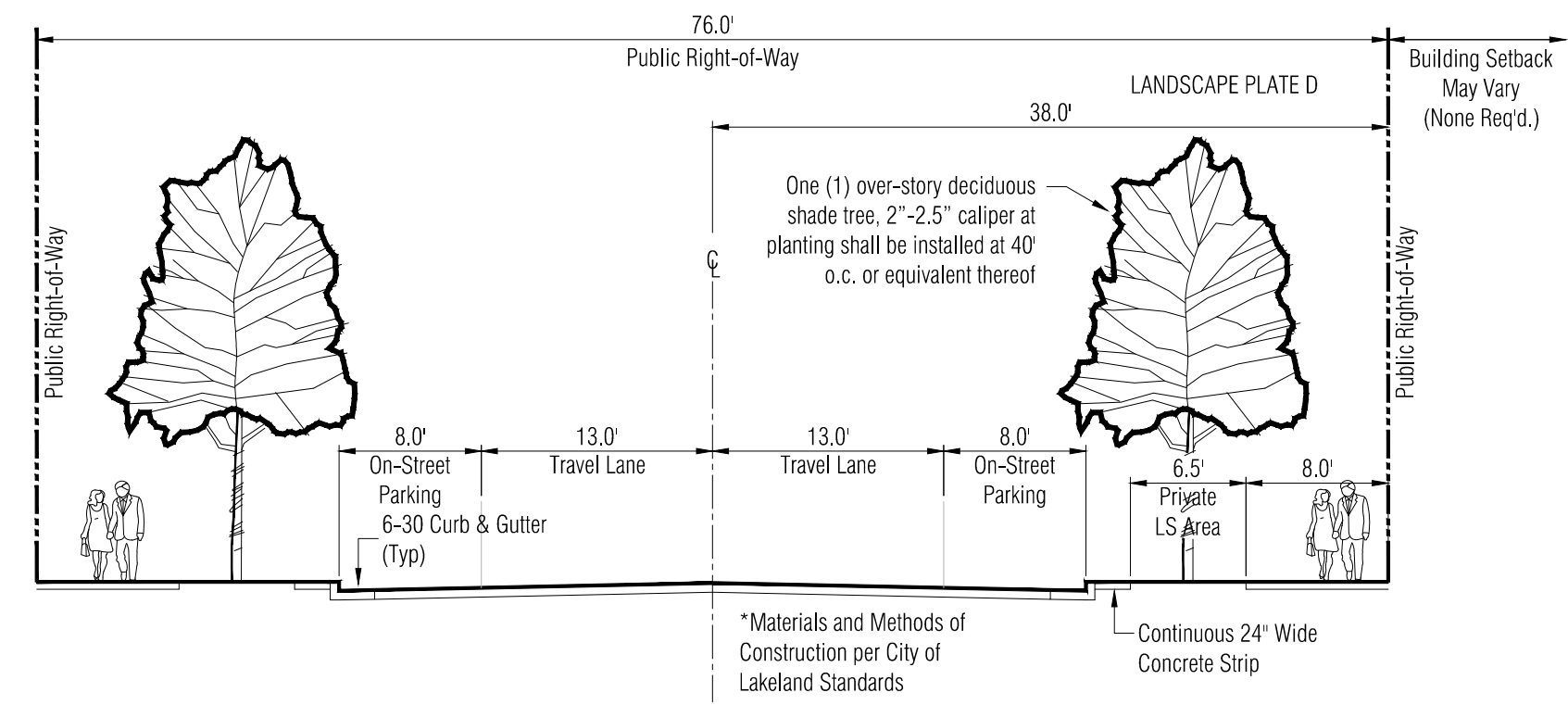
US HIGHWAY 70
T.D.O.T. Coordinated Section



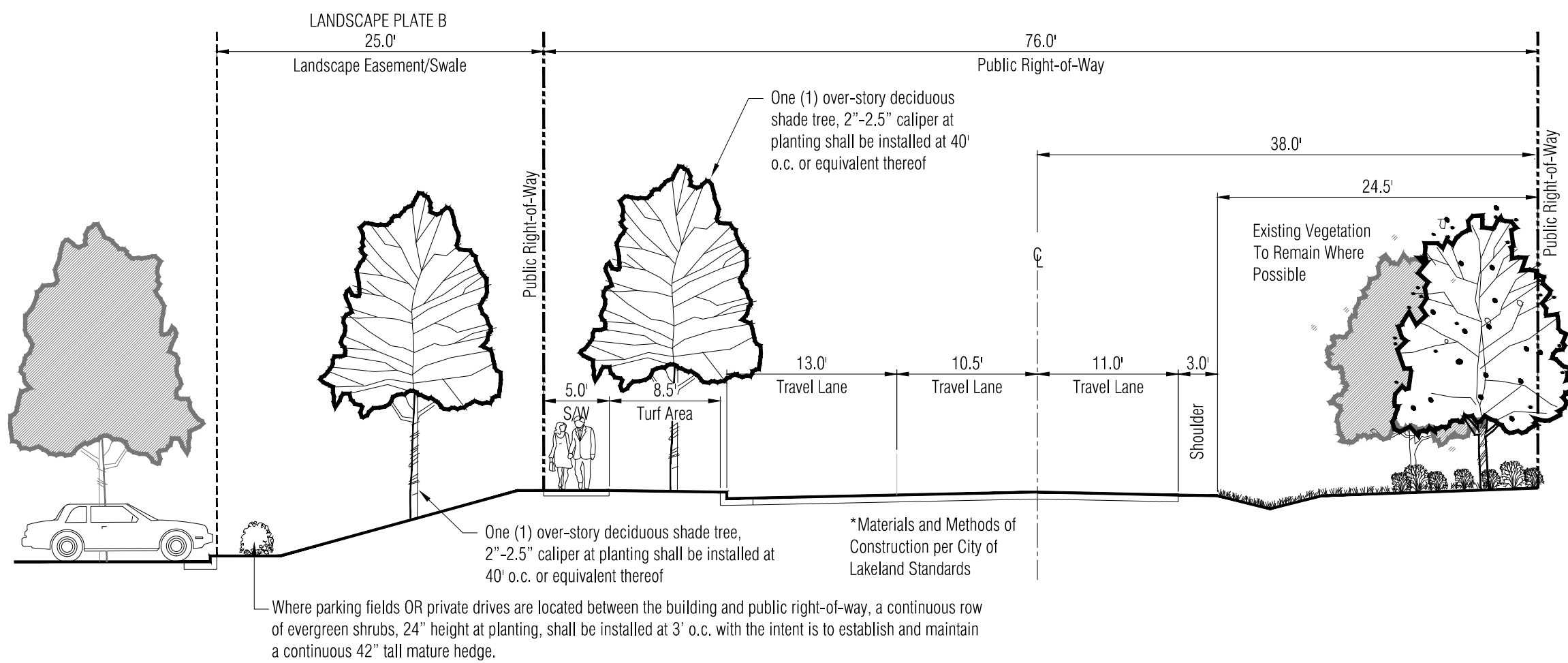
VILLAGE MARKET LANE STANDARD SECTION (South of Shady Village Lane)
Proposed North/South Collector



VILLAGE MARKET LANE (North of Shady Village Lane)
Proposed North/South Collector



VILLAGE MARKET LANE - ONSTREET PARKING SECTION (South of Shady Village Lane)
Proposed North/South Collector



SEED TICK ROAD (North of the Twin Oaks No 3, LLC Property)

November 2020
STREET SECTIONS (RESOLUTION 2020/11-01)

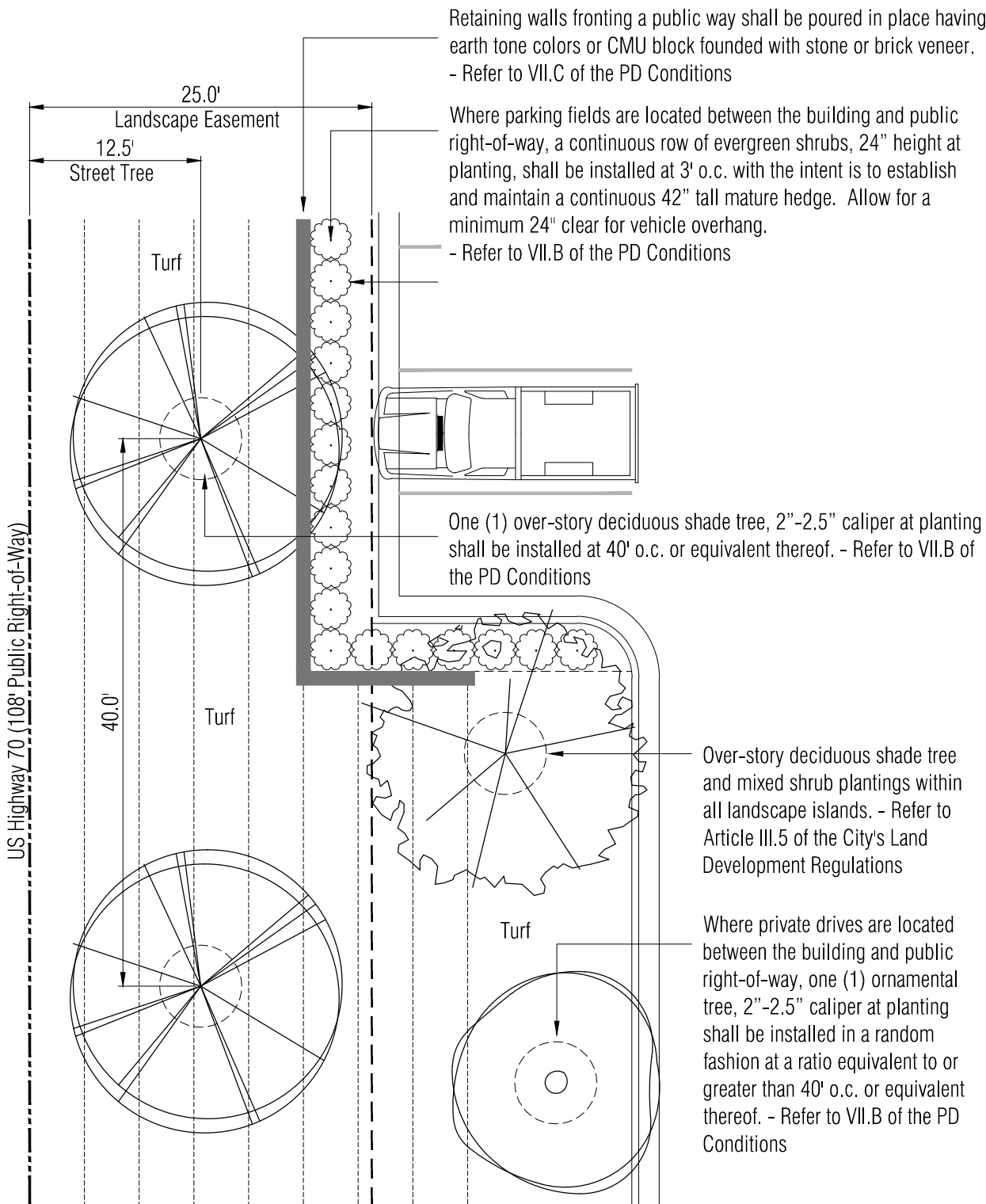
LAKELAND COMMONS

PLANNED MIXED USE DEVELOPMENT

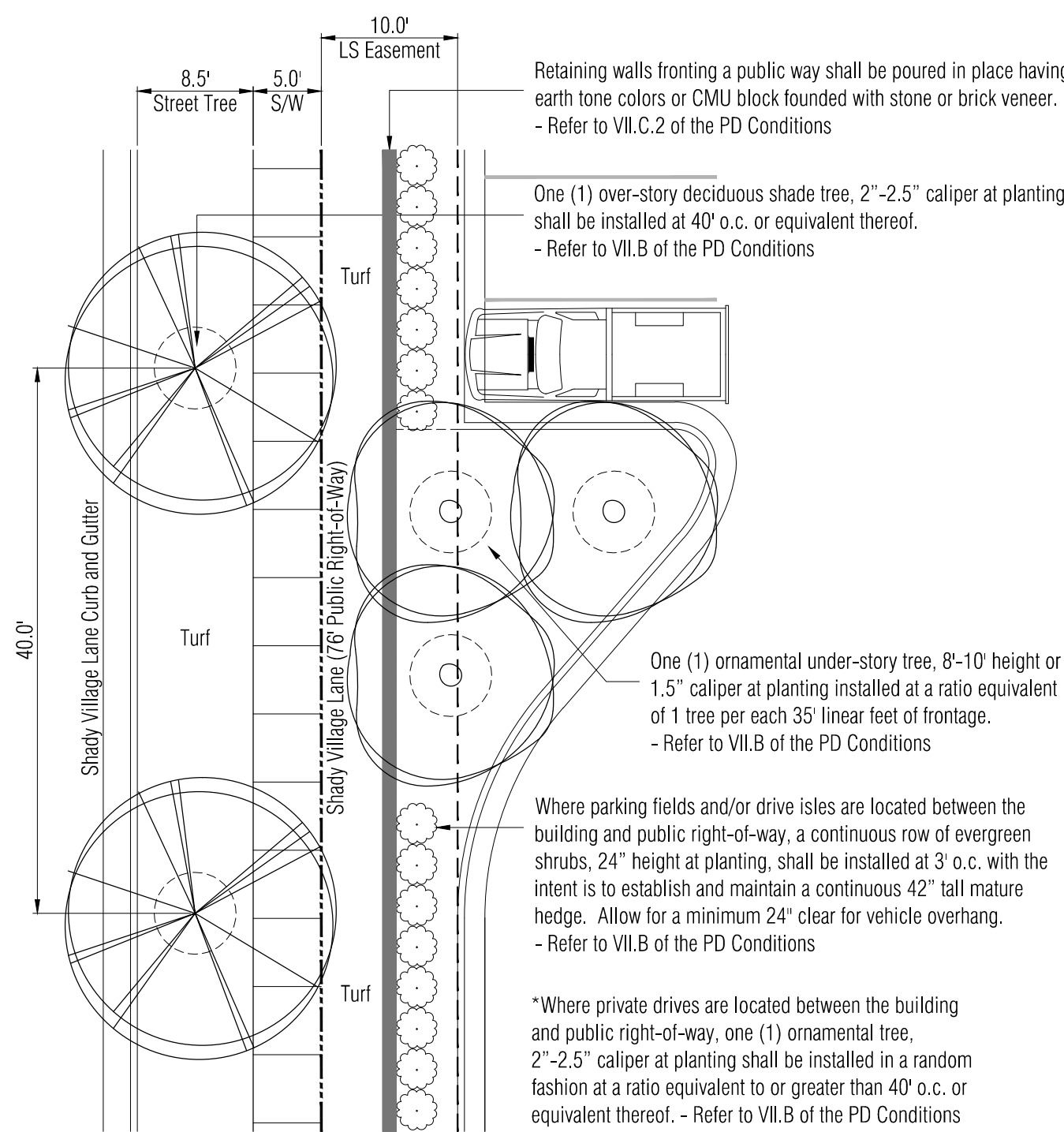


Lakeland, Tennessee
Total Site Area: 40.713 Acres
Parcel ID: L0150 00479C
Underlying Zoning: AG

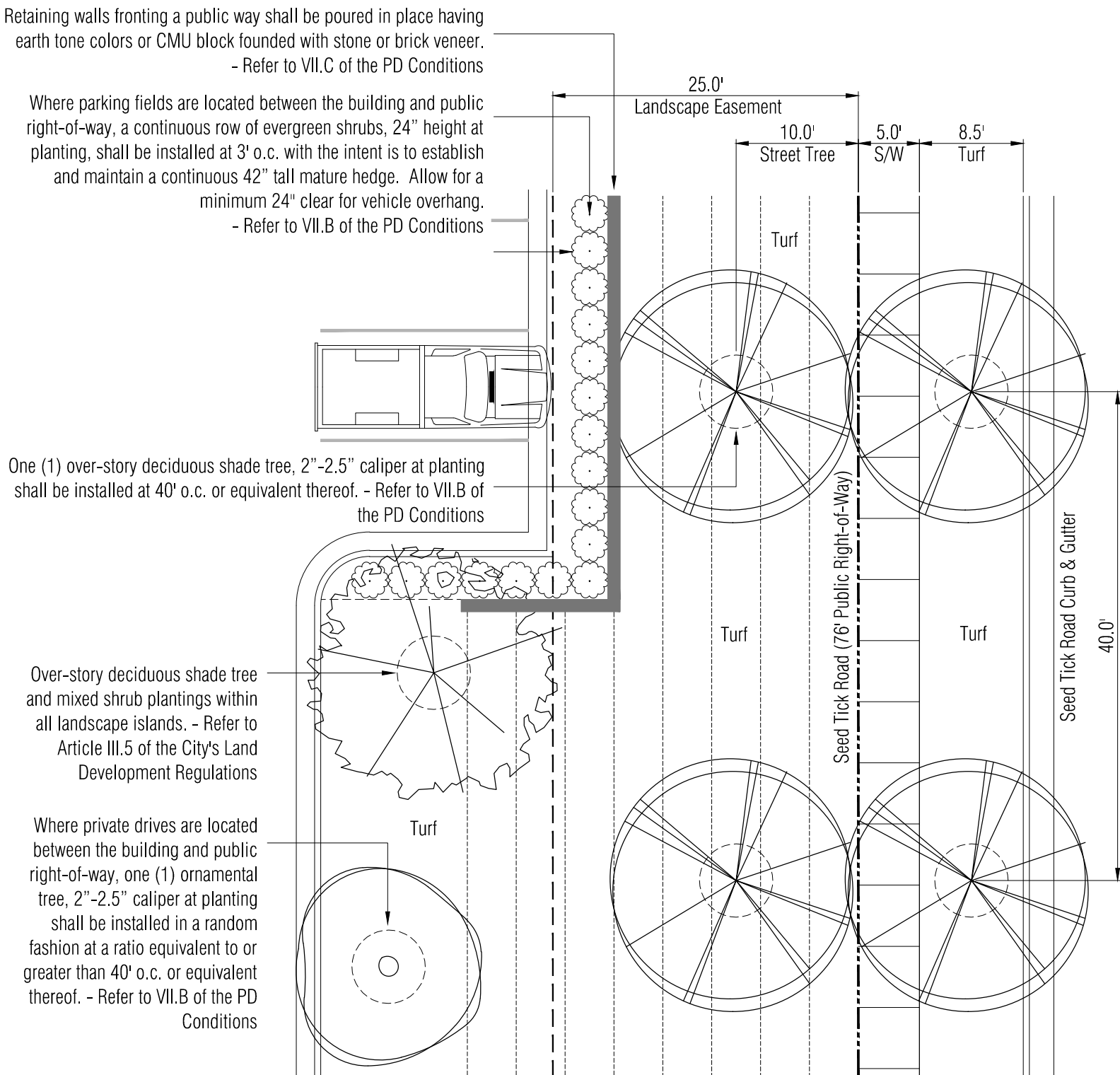
Property Owner/Developer:
Lakeland Commons, LLC
355 Tara Lane
Memphis, TN 38111



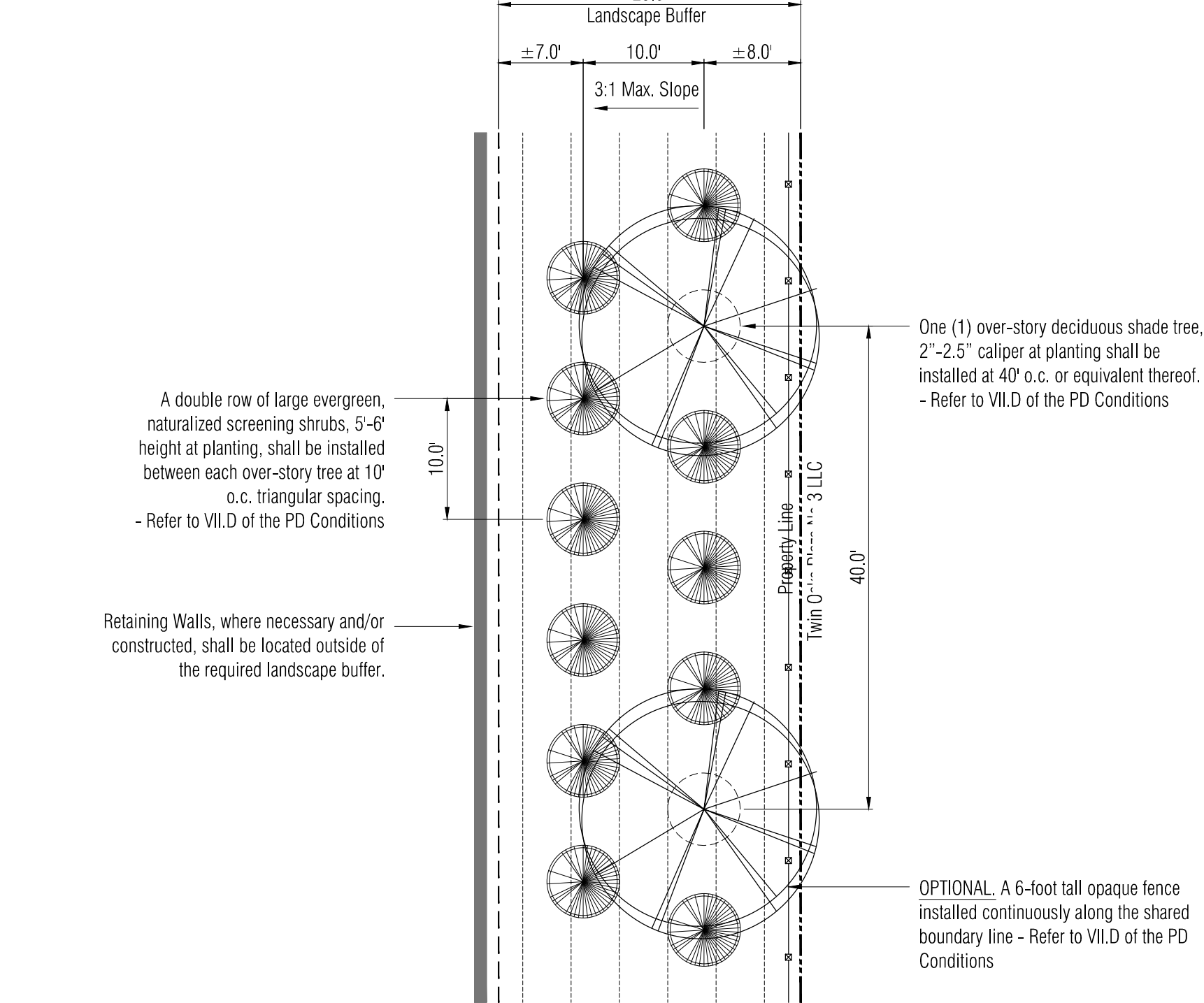
LANDSCAPE PLATE A
US Highway 70 Frontage



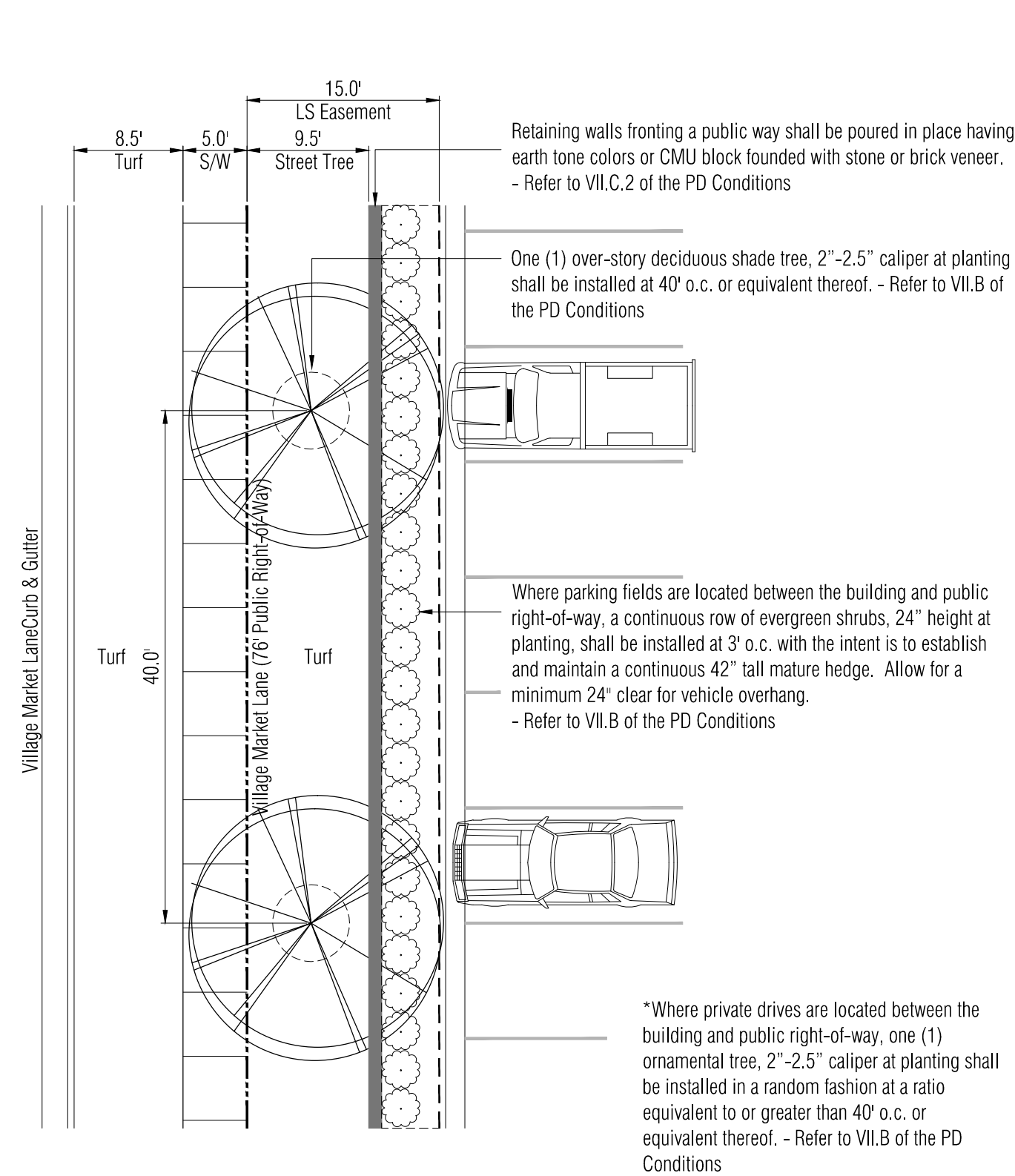
LANDSCAPE PLATE E
Shady Village Lane



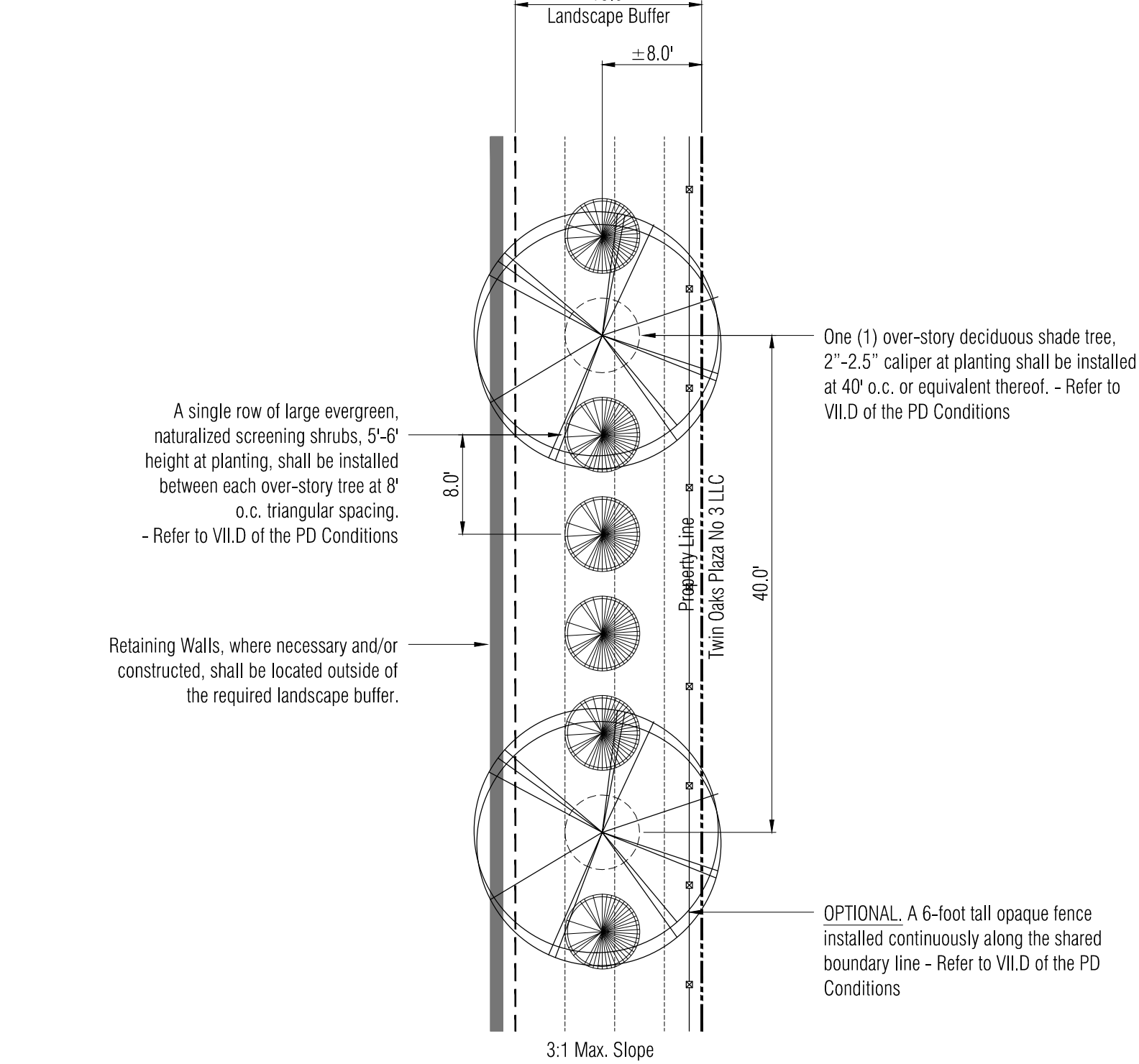
LANDSCAPE PLATE B
Seed Tick Road (North of The Twin Oaks No 3, LLC Property)



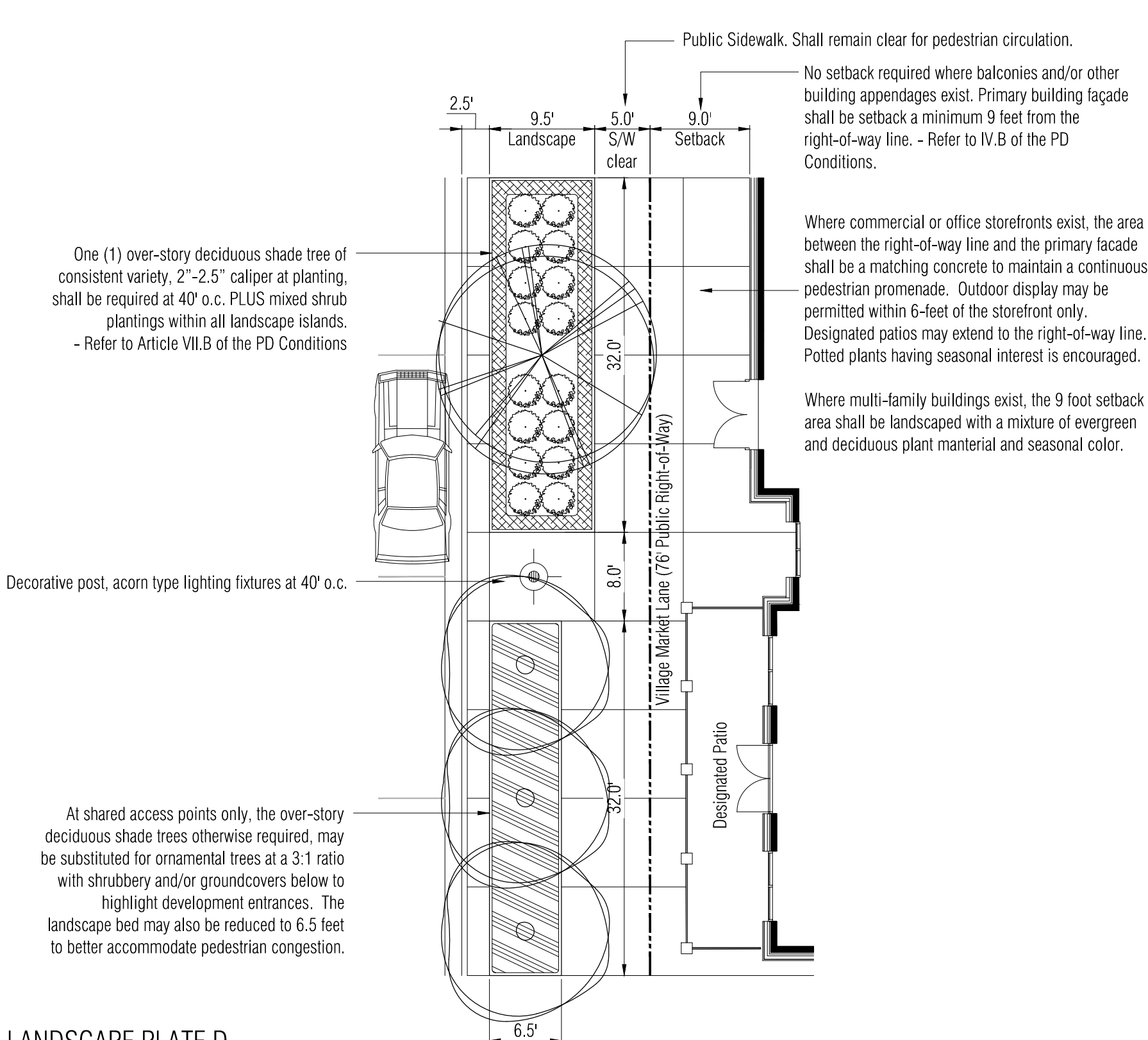
LANDSCAPE PLATE F
Perimeter Landscape Buffer - East Boundary



LANDSCAPE PLATE C
Village Market Lane (North of Shady Village Lane)



LANDSCAPE PLATE G
Perimeter Landscape Buffer - East Boundary



LANDSCAPE PLATE D
Village Market Lane (South of Shady Village Lane)

November 2020
LANDSCAPE PLATES (RESOLUTION 2020/11-01)

LAKELAND COMMONS

PLANNED MIXED USE DEVELOPMENT

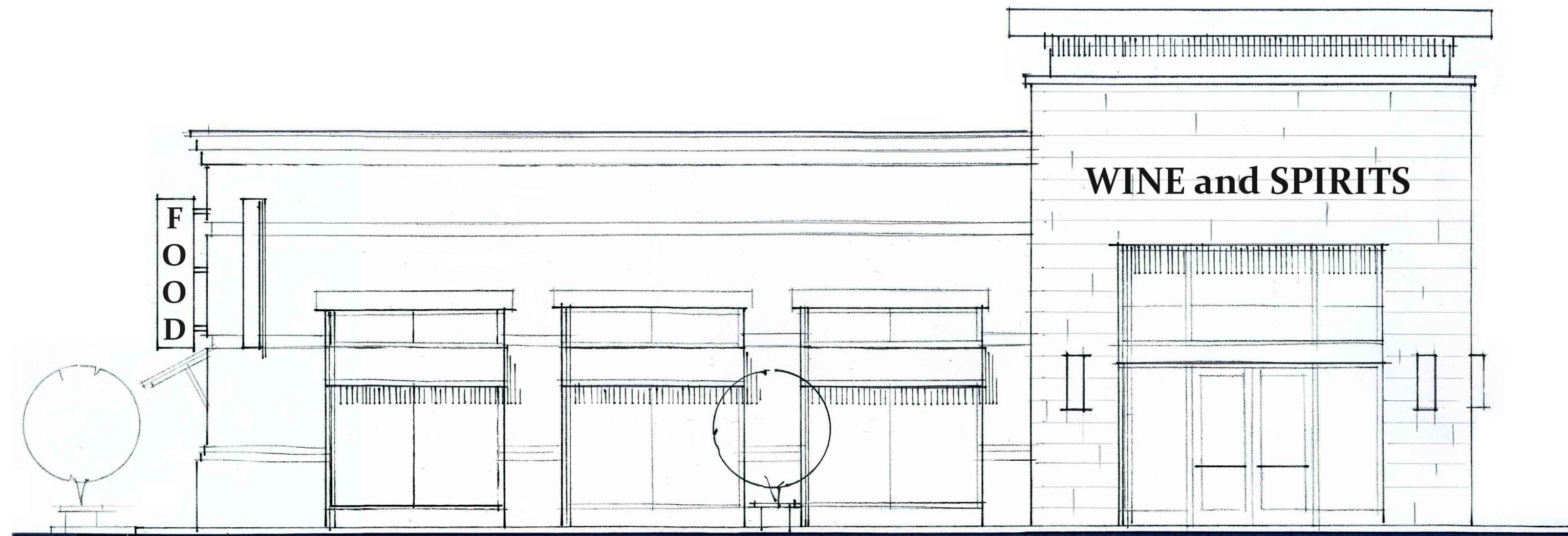


Lakeland, Tennessee
Total Site Area: 40.713 Acres
Parcel ID: L0150 00479C
Underlying Zoning: AG

Property Owner/Developer:
Lakeland Commons, LLC
355 Tara Lane
Memphis, TN 38111



3 STORY IN-LINE MIXED-USE BUILDING
Conceptual Elevation



STAND ALONE RETAIL/RESTAURANT
Conceptual Elevation



2 STORY IN-LINE RETAIL/OFFICE BUILDING
Conceptual Elevation



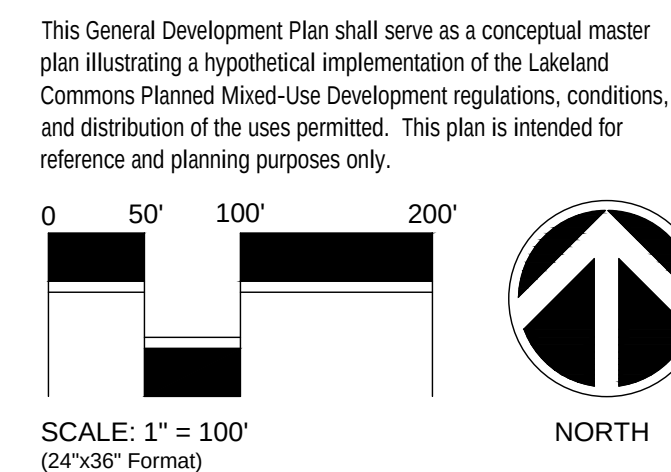
3 STORY IN-LINE RETAIL/OFFICE BUILDING
Conceptual Elevation

November 2020
ARCHITECTURAL STYLE (RESOLUTION 2020/11-01)
LAKELAND COMMONS
PLANNED MIXED USE DEVELOPMENT



Lakeland, Tennessee
Total Site Area: 40.713 Acres
Parcel ID: L0150 00479C
Underlying Zoning: AG

Property Owner/Developer:
Lakeland Commons, LLC
355 Tara Lane
Memphis, TN 38111



landscape architecture
planning

ils

INTEGRATED LAND SOLUTIONS, PLLC
9967 Bentwood Creek Cv. Collierville, Tn 38017
901.493.6996 corybrady@gmail.com

Sheet 7 of 7

Meeting Cycle: Thursday, February 10, 2022

Subject: **Resolution** - to approve a contract with Standard Construction Co. Inc for the FY22 Street Paving Project. *Sponsored by Alejandra Arriaga*

Staff Contact: Alejandra Arriaga, Staff Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners approve, by resolution, a contract with Standard Construction Company Co. Inc. for the Fiscal Year 2022 Street Paving Project.

BUDGET IMPACT

The Fiscal Year 2022 Street Paving was publicly bid on February 2, 2022. Bids received were as follows:

CONTRACTOR	BASE BID
Standard Construction Company, Inc.	\$2,693,177.15
Gibson Paving Inc.	\$2,758,991.56
Lehman-Roberts Company	\$3,512,532.75

The project will be funded with monies budgeted in FY22 State Street Aid Fund- Repair & Maintenance-Streets and FY22 State Street Aid Fund- Building Improvements. A budget amendment must be made to fund \$2,539,177.15.

DISCUSSION

The City of Lakeland Fiscal Year 2022 pavement project includes repaving on Cobb Road and in Canada Woods, Creekside Manor, Lakeland Heights, Veranda Woods, Stonebridge Kimberly Trace and Stonebridge Section D subdivisions. Due to the condition of Saskatoon Road in Canada Woods, full depth reclamation is proposed to rebuild the base and follow with asphalt placement. Additionally, City Hall parking will be resurfaced to meet ADA compliance and a new asphalt driveway will be placed for the Public Works Maintenance Building on Highway 70. The Grove Subdivision traffic calming measures are also included, which consist of 3 speed tables on Maple Forest, 2 speed tables on Maple Walk and a raised crosswalk on Maple Walk. The quantity of the asphalt patch item was reduced by 500 CY. Therefore, the total cost of asphalt patching was reduced by \$154,000.

RESOLUTION R 22-2022

A RESOLUTION AUTHORIZING A CONTRACT WITH STANDARD CONSTRUCTION
COMPANY, INC. FOR THE FY22 PAVING PROJECT

WHEREAS, the City desires to pave Cob Road and streets in Canada Woods, Creekside Manor, Lakeland Heights, Veranda Woods, Stonebridge Kimberly Trace, and Stonebridge Section D subdivisions and install traffic calming devices in The Grove Subdivision; and,

WHEREAS, Standard Construction Company, Inc. was the lowest qualified bidder on February 2, 2022 for the Fiscal Year 2022 Paving Project; and

WHEREAS, Standard Construction Company, Inc. is willing and able to provide these services as specified in the Contract documents; and,

WHEREAS, Funding for this work will be appropriated from the FY2022 State Street Aid Fund – Repair and Maintenance of Roads and from FY2022 State Street Aid Fund-Building Improvements.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE: That the City Manager is hereby authorized and directed to execute, and the City Recorder attest, an agreement with Standard Construction Company, Inc. for the Fiscal Year 2022 Paving Project in the amount of Two Million Six Hundred Ninety-Three Thousand One Hundred Seventy-Seven and Fifteen Cents (\$2,539,177.15).

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 10th day of February 2022, public welfare requiring it.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell
City Recorder

RESOLUTION R-20-2022
A RESOLUTION AUTHORIZING ADDITIONAL FLOCK CAMERAS

WHEREAS, the Board of Commissioners entered into a contract with Flock Safety of Atlanta, GA in November 2019 to install 20 security cameras and hardware throughout Lakeland using equipment supplied by Flock Safety for a not to exceed rate of \$2,000 per camera for equipment and installation; and

WHEREAS, there is a desire to install 10 additional Flock Safety cameras in strategic locations based upon crime mapping data from Shelby County Sheriff's Office for a not to exceed rate of \$2,500 per camera for equipment and installation.

NOW, THEREFORE, BE IT RESOLVED by the Lakeland Board of Commissioners by this resolution hereby approves the leasing of 10 additional Flock cameras and hardware for locations based upon crime mapping data from Shelby County Sheriff's Office for a not to exceed price of \$2,500 per camera or total project price of \$25,000 from Flock Safety of Atlanta, GA.

NOW, THEREFORE, BE IT FURTHER RESOLVED that funds for this purchase are authorized to be allocated from fund balance and that a corresponding budget amendment will be compiled for this transaction.

Passed and Adopted by the Board of Commissioners of Lakeland, Tennessee on this 10th day of February, 2022, public welfare requiring it.

Mike Cunningham, *Mayor*

ATTEST:

Debra Murrell
City Reorder

RESOLUTION R-21-2022

A RESOLUTION SUPPORTING THE RESTORATION OF THE HISTORICAL STATE SHARED SALES TAX RELATIONSHIP AND THE INCREASED SINGLE-ARTICLE CAP REVENUE-SHARING RELATIONSHIP BETWEEN THE STATE OF TENNESSEE AND LOCAL GOVERNMENTS

WHEREAS, cities throughout the state of Tennessee are the economic engine of the state and today, 92% of the state's total sales tax collections are generated within city limits; and

WHEREAS, in 1947, the state began sharing 4.6% of each year's total state sales tax collections with cities for the purposes of recognizing the collective contribution of cities as the state's economic engine; thereby acknowledging that city residents incur a local tax burden that is directly attributable to financing, developing, and maintaining an economic environment that continues to generate a healthy portion of the sales tax revenue accruing to the state; and

WHEREAS, when confronting serious fiscal challenges in 2002, the state of Tennessee increased the state sales tax rate from 6% to 7%; however, cities were precluded from receiving their share of the 1% increase in sales tax revenue; and

WHEREAS, as a result of this change to the historical sharing relationship of state sales tax revenue, municipalities are only receiving a share of the state sales tax generated by 5.5% of the state sales tax rate rather than the full 7%; and

WHEREAS, because of this altered sharing relationship, the City of Lakeland was denied an estimated \$219,000 in shared sales tax revenue in fiscal year 2021, and cities across Tennessee have been denied approximately \$835 million in shared sales tax revenues since its adoption; and

WHEREAS, at the same time in 2002, the state also doubled the amount of the purchase price of individual sale items (single-article cap items) subject to the combined state and local option sales tax of 9.75% from \$1,600.00 to \$3,200.00; and

WHEREAS, in addition to the state continuing to retain 100% of its 7% levy on the sale of single-article cap items, the state also captured, and continues to capture, 100% of the 2.75% portion of the sales tax levy that is customarily reserved for local government on the added sale of items with a purchase price above \$1,600.00; and

WHEREAS, since the adoption of the single-article cap increase in 2002, the state has received more than \$951 million in sales tax collections that would have benefitted cities, counties and school systems where these purchases occurred; and

WHEREAS, the returned revenue to cities, including Germantown, would (1) provide relief to local taxpayers and assist local governments in meeting the increasing demand for services, (2) provide an environment that has enabled existing businesses and industries to succeed, (3) promote further economic expansion, and (4) afford residents a high quality of life that has allowed the state of Tennessee to prosper.

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners of the City of Lakeland, on behalf of its residents, formally supports the restoration of the historical revenue-sharing relationship of recurring state shared sales taxes in order for cities to once again receive 4.6% of all state general fund sales tax revenue. The Board also formally supports the allowance of local governments to receive sales tax revenues realized on items with a purchase price above \$1,600.00.

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 10th day of February, 2022.

Mayor Mike Cunningham

Vice-Mayor Michele Dial

Commissioner Jim Atkinson

Commissioner Richard Gonzales

Commissioner Wesley Wright

ATTEST:

Debra Murrell, *City Recorder*



State Shared Sales Tax and Single Article Cap *In a Nutshell*

- In 2002, the State changed historical relationship in order to address a significant state budget shortfall and avoid impending fiscal crisis.
- Changes solely benefitted state budget at expense of local taxpayers
- 20 years
- Nearly \$2 billion in additional sales tax collections realized by state -- \$2 billion that would have benefitted local taxpayers had the historical relationship not been altered in 2002.
- Justification for these austerity measures has long-passed
- State demonstrated sustained economic and fiscal performance
- Recurring revenues allow for permanent restoration
- State has never been better positioned to restore historical relationship
- Now is the time

Restoring the Historic Revenue Sharing Relationship



Proposed Legislation

Background

Cities are the economic engine of the state. Economic growth is intentional and when it occurs, it is financed largely through city taxes for police, fire, streets, water and sewer, schools, parks, libraries and other amenities that attract and retain businesses and make our communities desirable places for people to live and visit. Thus, city taxpayers finance the costs of infrastructure, services and amenities responsible for much of the state's economic output through their city taxes. As a result, any measurable economic growth is accompanied by an increased local tax burden borne by city residents.

The State recognized this fact in 1947, when the state began sharing 4.6% of each year's total state sales tax collections with cities. This was done for the purposes of recognizing the collective contribution of cities as the state's economic engine and acknowledging that city residents incur a local tax burden that is directly attributable to financing, developing and maintaining an economic environment that continues to generate a healthy portion of the sales tax revenues accruing to the state.

Today, 92% of the state's total sales tax collections are generated within city limits. Thus, this sharing amounts to a practice of returning to cities a small portion of the state's sales tax revenues in order to reduce the local tax burden. A burden that is borne by city taxpayers and that is directly associated with keeping the state's economic engine running.

In 2002, the state was confronting serious fiscal challenges and increased the sales tax rate from 6% to 7%. The revenues associated with this 1% increase in the state sales tax rate accrue entirely to the state's general fund, precluding cities from sharing in this increase and altering the historical relationship.

As a result of this change to the sharing relationship, municipalities only receive a share of the state sales tax generated by 5.5% of the state sales tax rate rather than the full 7%.

Problem

For 50 years, the state continued the sharing relationship first established in 1947, by returning 4.6% of the state's total annual sales tax revenues to cities. But that changed in the early 2000's, when the state elected to address its budget shortfall by altering this relationship; thereby, retaining more sales tax revenues for itself.

Nineteen years later, the state is enjoying fiscal prosperity and the threat of a fiscal crisis is a distant memory. Yet, this austerity measure remains in place. Precluding cities from sharing in this rate increase has reduced the effective share of the sales tax revenues provided cities from 4.6% to 3.6% of total state sales tax revenues. If one were to isolate only the effects of the state's decision to keep 100% of the revenues associated with the increase in the state's sales tax rate from 6% to 7%, then one would find that cities have been denied \$835 million in shared revenues since its adoption.

Remedy

Reverse the action taken nearly 20 years ago that allowed the state to amass more sales tax revenues and avert a deeper fiscal crisis by restoring the sharing relationship and allowing cities to share in 100% of the state sales tax revenues flowing to the state's general fund.

The returned revenue would provide relief to local taxpayers, allow local governments to meet funding demands that are necessary to maintain vital infrastructure, provide essential services to our citizens, fuel economic expansion, and afford the quality of life that has allowed this state to prosper



Background

In 2002, during difficult budget times, the state doubled the amount of the purchase price of an individual sale item that is subject to the combined state and local option sales tax (9.75%) from \$1,600 to \$3,200. In addition, the state altered the distribution of the associated sales tax collections.

Under the altered arrangement, the state receives its full 7% levy and local government continues to receive its local levy on the first \$1,600 of the purchase price of an item. However, the state retains 100 percent of its 7% levy as well as 100 percent of the levy that is customarily reserved for local government (2.75%) on the sale of items with a purchase price above \$1,600.

Problem

Nineteen years later, the threat of a fiscal crisis is a distant memory. Yet, this austerity measure remains in place.

Last year, alone, the state received \$72 million in sales tax revenues that were generated by the additional 2.75 % levy on items with a purchase price above \$1,600. As a result, nearly \$36 million in sales tax revenues were diverted from local school systems and another \$36 million was diverted from local governments.

Since its adoption in 2002, this measure has resulted in the state realizing more than \$951 million in sales tax collections – revenues that would have benefitted the city, county and school system where these purchases occurred had the change not been enacted.

Remedy

Reverse this 19-year old measure to provide needed revenues for cities, counties and school systems.

The returned revenue would provide relief to local taxpayers and assist local governments to meet increasing demand for services, to continue to provide an environment that has enabled existing business and industry to succeed, to continue to promote economic expansion, and to continue to afford residents a high quality of life.



Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Art Swann	Rockford	822	\$12,952.73	\$1,218,785.97
Art Swann	Friendsville	896	\$14,118.79	
Art Swann	Sevierville	17889	\$281,887.39	
Art Swann	Townsend	550	\$8,666.67	
Art Swann	Maryville	31907	\$502,777.18	
Art Swann	Louisville	4384	\$69,081.24	
Art Swann	Alcoa	10978	\$172,986.74	
Art Swann	Gatlinburg	3577	\$56,364.87	
Art Swann	Pigeon Forge	6343	\$99,950.34	\$3,005,601.26
Becky Duncan Massey	Knoxville	190740	\$3,005,601.26	
Bill Powers	Tennessee Ridge	1332	\$20,989.10	\$2,700,991.44
Bill Powers	Erin	1224	\$19,287.28	
Bill Powers	Cumberland City	305	\$4,806.06	
Bill Powers	Clarksville	166722	\$2,627,135.65	
Bill Powers	Dover	1826	\$28,773.35	
Bo Watson	Lakesite	1856	\$29,246.07	\$3,622,132.43
Bo Watson	Soddy-Daisy	13070	\$205,951.60	
Bo Watson	Collegedale	11109	\$175,050.98	
Bo Watson	Signal Mountain	8852	\$139,486.12	
Bo Watson	Walden	1981	\$31,215.77	
Bo Watson	Red Bank	11899	\$187,499.47	
Bo Watson	Chattanooga	181099	\$2,853,682.41	
Brenda Gilmore	Nashville	689447	\$10,864,017.89	\$10,864,017.89
Brian Kelsey	Lakeland	13904	\$219,093.43	\$12,565,899.82
Brian Kelsey	Memphis	633104	\$9,976,188.43	
Brian Kelsey	Germantown	41333	\$651,308.15	
Brian Kelsey	Bartlett	57786	\$910,567.65	
Brian Kelsey	Collierville	51324	\$808,742.16	
Dawn White	Smyrna	53070	\$836,254.90	\$3,866,453.74
Dawn White	Eagleville	813	\$12,810.91	
Dawn White	Murfreesboro	152769	\$2,407,270.10	
Dawn White	La Vergne	38719	\$610,117.83	
Ed Jackson	Gadsden	469	\$7,390.31	\$1,918,658.99
Ed Jackson	Maury City	583	\$9,186.67	
Ed Jackson	Humboldt	7874	\$124,075.20	
Ed Jackson	Dyersburg	16164	\$254,705.56	
Ed Jackson	Newbern	3349	\$52,772.14	
Ed Jackson	Bells	2463	\$38,810.93	
Ed Jackson	Henning	871	\$13,724.85	
Ed Jackson	Gates	664	\$10,463.03	
Ed Jackson	Alamo	2336	\$36,809.71	
Ed Jackson	Jackson	68205	\$1,074,745.91	
Ed Jackson	Ripley	7800	\$122,909.14	
Ed Jackson	Halls	2091	\$32,949.10	
Ed Jackson	Three Way	1877	\$29,576.98	
Ed Jackson	Ridgely	1690	\$26,630.31	
Ed Jackson	Tiptonville	3976	\$62,652.15	
Ed Jackson	Medon	189	\$2,978.18	
Ed Jackson	Trimble	547	\$8,619.40	
Ed Jackson	Friendship	613	\$9,659.40	
Ferrell Haile	Goodlettsville	17789	\$280,311.63	\$13,557,083.27
Ferrell Haile	Westmoreland	2718	\$42,829.11	
Ferrell Haile	Gallatin	44431	\$700,125.14	
Ferrell Haile	White House	12982	\$204,564.93	
Ferrell Haile	Nashville	689447	\$10,864,017.89	
Ferrell Haile	Portland	13156	\$207,306.75	
Ferrell Haile	Millersville	6299	\$99,257.01	
Ferrell Haile	Hartsville	11615	\$183,024.32	
Ferrell Haile	Hendersonville	61753	\$973,077.98	
Ferrell Haile	Mitchellville	163	\$2,568.49	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Art Swann	Rockford	822	\$12,952.73	\$1,218,785.97
Art Swann	Friendsville	896	\$14,118.79	
Art Swann	Sevierville	17889	\$281,887.39	
Art Swann	Townsend	550	\$8,666.67	
Art Swann	Maryville	31907	\$502,777.18	
Art Swann	Louisville	4384	\$69,081.24	
Art Swann	Alcoa	10978	\$172,986.74	
Art Swann	Gatlinburg	3577	\$56,364.87	
Art Swann	Pigeon Forge	6343	\$99,950.34	
Becky Duncan Massey	Knoxville	190740	\$3,005,601.26	\$3,005,601.26
Bill Powers	Tennessee Ridge	1332	\$20,989.10	\$2,700,991.44
Bill Powers	Erin	1224	\$19,287.28	
Bill Powers	Cumberland City	305	\$4,806.06	
Bill Powers	Clarksville	166722	\$2,627,135.65	
Bill Powers	Dover	1826	\$28,773.35	
Bo Watson	Lakesite	1856	\$29,246.07	\$3,622,132.43
Bo Watson	Soddy-Daisy	13070	\$205,951.60	
Bo Watson	Collegedale	11109	\$175,050.98	
Bo Watson	Signal Mountain	8852	\$139,486.12	
Bo Watson	Walden	1981	\$31,215.77	
Bo Watson	Red Bank	11899	\$187,499.47	
Bo Watson	Chattanooga	181099	\$2,853,682.41	
Brenda Gilmore	Nashville	689447	\$10,864,017.89	\$10,864,017.89
Brian Kelsey	Lakeland	13904	\$219,093.43	\$12,565,899.82
Brian Kelsey	Memphis	633104	\$9,976,188.43	
Brian Kelsey	Germantown	41333	\$651,308.15	
Brian Kelsey	Bartlett	57786	\$910,567.65	
Brian Kelsey	Collierville	51324	\$808,742.16	
Dawn White	Smyrna	53070	\$836,254.90	\$3,866,453.74
Dawn White	Eagleville	813	\$12,810.91	
Dawn White	Murfreesboro	152769	\$2,407,270.10	
Dawn White	La Vergne	38719	\$610,117.83	
Ed Jackson	Gadsden	469	\$7,390.31	\$1,918,658.99
Ed Jackson	Maury City	583	\$9,186.67	
Ed Jackson	Humboldt	7874	\$124,075.20	
Ed Jackson	Dyersburg	16164	\$254,705.56	
Ed Jackson	Newbern	3349	\$52,772.14	
Ed Jackson	Bells	2463	\$38,810.93	
Ed Jackson	Henning	871	\$13,724.85	
Ed Jackson	Gates	664	\$10,463.03	
Ed Jackson	Alamo	2336	\$36,809.71	
Ed Jackson	Jackson	68205	\$1,074,745.91	
Ed Jackson	Ripley	7800	\$122,909.14	
Ed Jackson	Halls	2091	\$32,949.10	
Ed Jackson	Three Way	1877	\$29,576.98	
Ed Jackson	Ridgely	1690	\$26,630.31	
Ed Jackson	Tiptonville	3976	\$62,652.15	
Ed Jackson	Medon	189	\$2,978.18	
Ed Jackson	Trimble	547	\$8,619.40	
Ed Jackson	Friendship	613	\$9,659.40	
Ferrell Haile	Goodlettsville	17789	\$280,311.63	\$13,557,083.27
Ferrell Haile	Westmoreland	2718	\$42,829.11	
Ferrell Haile	Gallatin	44431	\$700,125.14	
Ferrell Haile	White House	12982	\$204,564.93	
Ferrell Haile	Nashville	689447	\$10,864,017.89	
Ferrell Haile	Portland	13156	\$207,306.75	
Ferrell Haile	Millersville	6299	\$99,257.01	
Ferrell Haile	Hartsville	11615	\$183,024.32	
Ferrell Haile	Hendersonville	61753	\$973,077.98	
Ferrell Haile	Mitchellville	163	\$2,568.49	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Frank Niceley	Bulls Gap	756	\$11,912.73	\$2,276,387.62
Frank Niceley	New Market	1349	\$21,256.98	
Frank Niceley	Harrogate	4400	\$69,333.36	
Frank Niceley	New Tazewell	2769	\$43,632.75	
Frank Niceley	Jefferson City	8419	\$132,663.09	
Frank Niceley	Plainview	2060	\$32,460.62	
Frank Niceley	Rogersville	4671	\$73,603.67	
Frank Niceley	Rutledge	1321	\$20,815.77	
Frank Niceley	Church Hill	6998	\$110,271.56	
Frank Niceley	Sneedville	1282	\$20,201.22	
Frank Niceley	Dandridge	3344	\$52,693.36	
Frank Niceley	Surgoinsville	1882	\$29,655.77	
Frank Niceley	Baneberry	523	\$8,241.22	
Frank Niceley	Luttrell	1017	\$16,025.46	
Frank Niceley	Tazewell	2348	\$36,998.80	
Frank Niceley	Bean Station	2967	\$46,752.75	
Frank Niceley	Maynardville	2456	\$38,700.62	
Frank Niceley	White Pine	2471	\$38,936.99	
Frank Niceley	Blaine	2084	\$32,838.80	
Frank Niceley	Morristown	30431	\$479,518.99	
Frank Niceley	Kingsport	55442	\$873,631.88	
Frank Niceley	Mount Carmel	5473	\$86,241.25	
Heidi Campbell	Nashville	689447	\$10,864,017.89	\$11,413,736.91
Heidi Campbell	Forest Hills	5038	\$79,386.70	
Heidi Campbell	Oak Hill	4891	\$77,070.34	
Heidi Campbell	Goodlettsville	17789	\$280,311.63	
Heidi Campbell	Berry Hill	2112	\$33,280.01	
Heidi Campbell	Ridgetop	2155	\$33,957.59	
Heidi Campbell	Belle Meade	2901	\$45,712.75	
Jack Johnson	Spring Hill	50005	\$787,957.91	\$3,301,260.78
Jack Johnson	Franklin	83454	\$1,315,033.28	
Jack Johnson	Thompson's Station	7485	\$117,945.50	
Jack Johnson	Brentwood	45373	\$714,968.78	
Jack Johnson	Nolensville	13829	\$217,911.61	
Jack Johnson	Fairview	9357	\$147,443.70	
Janice Bowling	Spencer	1462	\$23,037.59	\$1,428,393.33
Janice Bowling	Huntland	886	\$13,961.22	
Janice Bowling	Tracy City	1406	\$22,155.16	
Janice Bowling	Jasper	3612	\$56,916.39	
Janice Bowling	Tullahoma	20339	\$320,493.47	
Janice Bowling	Centertown	297	\$4,680.00	
Janice Bowling	McMinnville	13788	\$217,265.55	
Janice Bowling	Viola	93	\$1,465.46	
Janice Bowling	Beersheba Springs	434	\$6,838.79	
Janice Bowling	Kimball	1545	\$24,345.46	
Janice Bowling	Monteagle	1393	\$21,950.31	
Janice Bowling	Whitwell	1641	\$25,858.19	
Janice Bowling	Altamont	1117	\$17,601.22	
Janice Bowling	Decherd	2379	\$37,487.29	
Janice Bowling	Morrison	733	\$11,550.31	
Janice Bowling	Manchester	12212	\$192,431.60	
Janice Bowling	Dunlap	5357	\$84,413.37	
Janice Bowling	New Hope	987	\$15,552.73	
Janice Bowling	Winchester	9375	\$147,727.33	
Janice Bowling	Cowan	1759	\$27,717.59	
Janice Bowling	Orme	87	\$1,370.91	
Janice Bowling	Palmer	551	\$8,682.43	
Janice Bowling	Estill Springs	2267	\$35,722.44	
Janice Bowling	Powells Crossroads	1296	\$20,421.83	
Janice Bowling	Gruetli-Laager	1742	\$27,449.71	
Janice Bowling	South Pittsburg	3106	\$48,943.05	
Janice Bowling	Coalmont	784	\$12,353.94	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Jeff Yarbro	Berry Hill	2112	\$33,280.01	\$10,974,368.24
Jeff Yarbro	Oak Hill	4891	\$77,070.34	
Jeff Yarbro	Nashville	689447	\$10,864,017.89	
Joey Hensley	Linden	997	\$15,710.31	\$2,104,945.13
Joey Hensley	Lobelville	919	\$14,481.22	
Joey Hensley	Loretto	1739	\$27,402.44	
Joey Hensley	Clifton	2651	\$41,773.35	
Joey Hensley	Lynnville	292	\$4,601.21	
Joey Hensley	Collinwood	898	\$14,150.31	
Joey Hensley	Minor Hill	504	\$7,941.82	
Joey Hensley	Columbia	41690	\$656,933.61	
Joey Hensley	Mount Pleasant	4784	\$75,384.27	
Joey Hensley	Elkton	545	\$8,587.88	
Joey Hensley	Pulaski	8397	\$132,316.42	
Joey Hensley	Ethridge	537	\$8,461.82	
Joey Hensley	Spring Hill	50005	\$787,957.91	
Joey Hensley	Hohenwald	3668	\$57,798.81	
Joey Hensley	St. Joseph	790	\$12,448.49	
Joey Hensley	Waynesboro	2317	\$36,510.32	
Joey Hensley	Lawrenceburg	11633	\$183,307.96	
Joey Hensley	Ardmore	1217	\$19,176.98	
John Stevens	Samburg	210	\$3,309.09	\$1,541,343.68
John Stevens	Bruceton	1507	\$23,746.68	
John Stevens	Martin	10825	\$170,575.83	
John Stevens	Trimble	547	\$8,619.40	
John Stevens	Sharon	935	\$14,733.34	
John Stevens	Greenfield	2031	\$32,003.65	
John Stevens	Medina	5126	\$80,773.37	
John Stevens	Troy	1423	\$22,423.04	
John Stevens	South Fulton	2245	\$35,375.77	
John Stevens	Paris	10316	\$162,555.22	
John Stevens	Obion	991	\$15,615.76	
John Stevens	Union City	11170	\$176,012.20	
John Stevens	Rives	246	\$3,876.37	
John Stevens	Atwood	940	\$14,812.13	
John Stevens	Huntingdon	4439	\$69,947.91	
John Stevens	Dyer	2308	\$36,368.50	
John Stevens	Woodland Mills	346	\$5,452.12	
John Stevens	Cottage Grove	66	\$1,040.00	
John Stevens	Henry	446	\$7,027.88	
John Stevens	McKenzie	5529	\$87,123.67	
John Stevens	Yorkville	236	\$3,718.79	
John Stevens	Bradford	1001	\$15,773.34	
John Stevens	Kenton	1205	\$18,987.89	
John Stevens	McLemoresville	288	\$4,538.18	
John Stevens	Clarksburg	379	\$5,972.12	
John Stevens	Hollow Rock	683	\$10,762.43	
John Stevens	Camden	3674	\$57,893.36	
John Stevens	Milan	8171	\$128,755.21	
John Stevens	Big Sandy	486	\$7,658.19	
John Stevens	Humboldt	7874	\$124,075.20	
John Stevens	Puryear	706	\$11,124.85	
John Stevens	Dresden	3019	\$47,572.14	
John Stevens	Hornbeak	511	\$8,052.12	
John Stevens	Trenton	4240	\$66,812.15	
John Stevens	Rutherford	1163	\$18,326.07	
John Stevens	Gibson	366	\$5,767.28	
John Stevens	Gleason	1369	\$21,572.13	
John Stevens	Trezevant	799	\$12,590.31	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Jon Lundberg	Kingsport	55442	\$873,631.88	\$2,493,243.47
Jon Lundberg	Mountain City	2415	\$38,054.56	
Jon Lundberg	Johnson City	71046	\$1,119,513.20	
Jon Lundberg	Watauga	353	\$5,562.43	
Jon Lundberg	Bluff City	1822	\$28,710.32	
Jon Lundberg	Bristol	27147	\$427,771.09	
Katrina Robinson	Memphis	633104	\$9,976,188.43	\$9,976,188.43
Ken Yager	Rockwood	5444	\$85,784.28	\$1,403,259.98
Ken Yager	Oakdale	191	\$3,009.70	
Ken Yager	Jacksboro	2306	\$36,336.98	
Ken Yager	Caryville	2212	\$34,855.77	
Ken Yager	Oliver Springs	3297	\$51,952.75	
Ken Yager	Rocky Top	1628	\$25,653.34	
Ken Yager	Allardt	555	\$8,745.46	
Ken Yager	Byrdstown	798	\$12,574.55	
Ken Yager	La Follette	7430	\$117,078.84	
Ken Yager	Harriman	5892	\$92,843.68	
Ken Yager	Dayton	7065	\$111,327.32	
Ken Yager	Kingston	5953	\$93,804.89	
Ken Yager	Graysville	1471	\$23,179.40	
Ken Yager	Spring City	1949	\$30,711.53	
Ken Yager	Jamestown	1935	\$30,490.92	
Ken Yager	Sunbright	519	\$8,178.19	
Ken Yager	Jellison	2154	\$33,941.83	
Ken Yager	Wartburg	848	\$13,362.43	
Ken Yager	Huntsville	1270	\$20,012.13	
Ken Yager	Winfield	947	\$14,922.43	
Ken Yager	Oak Ridge	31402	\$494,819.60	
Ken Yager	Oneida	3787	\$59,673.96	
Kerry Roberts	Charlotte	1656	\$26,094.56	\$1,863,775.33
Kerry Roberts	Adams	624	\$9,832.73	
Kerry Roberts	Portland	13156	\$207,306.75	
Kerry Roberts	Coopertown	4480	\$70,593.97	
Kerry Roberts	Cross Plains	1789	\$28,190.31	
Kerry Roberts	Dickson	16058	\$253,035.26	
Kerry Roberts	Centerville	3532	\$55,655.78	
Kerry Roberts	New Johnsonville	1804	\$28,426.68	
Kerry Roberts	Cedar Hill	301	\$4,743.03	
Kerry Roberts	Greenbrier	6898	\$108,695.80	
Kerry Roberts	Pegram	2072	\$32,649.71	
Kerry Roberts	Springfield	18782	\$295,958.91	
Kerry Roberts	Kingston Springs	2824	\$44,499.41	
Kerry Roberts	McEwen	1643	\$25,889.71	
Kerry Roberts	Vanleer	374	\$5,893.34	
Kerry Roberts	Burns	1573	\$24,786.68	
Kerry Roberts	Pleasant View	4807	\$75,746.70	
Kerry Roberts	Waverly	4297	\$67,710.33	
Kerry Roberts	Ashland City	5193	\$81,829.13	
Kerry Roberts	Millersville	6299	\$99,257.01	
Kerry Roberts	White Bluff	3862	\$60,855.78	
Kerry Roberts	Orlinda	947	\$14,922.43	
Kerry Roberts	Ridgetop	2155	\$33,957.59	
Kerry Roberts	White House	12982	\$204,564.93	
Kerry Roberts	Slayden	170	\$2,678.79	
Mark Pody	Auburntown	272	\$4,286.06	\$1,611,433.40
Mark Pody	Liberty	334	\$5,263.03	
Mark Pody	Mount Juliet	39289	\$619,099.65	
Mark Pody	Red Boiling Springs	1205	\$18,987.89	
Mark Pody	Smithville	5004	\$78,850.94	
Mark Pody	South Carthage	1490	\$23,478.80	
Mark Pody	Carthage	2291	\$36,100.62	
Mark Pody	Watertown	1553	\$24,471.53	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Mark Pody	Gordonsville	1363	\$21,477.58	\$1,359,375.12
Mark Pody	Woodbury	2703	\$42,592.75	
Mark Pody	Alexandria	981	\$15,458.19	
Mark Pody	Dowelltown	342	\$5,389.09	
Mark Pody	Lafayette	5584	\$87,990.34	
Mark Pody	Celina	1422	\$22,407.28	
Mark Pody	Lebanon	38431	\$605,579.65	
Mike Bell	Copperhill	443	\$6,980.61	\$1,359,375.12
Mike Bell	Etowah	3603	\$56,774.57	
Mike Bell	Benton	1523	\$23,998.80	
Mike Bell	Cleveland	47356	\$746,216.07	
Mike Bell	Niota	772	\$12,164.85	
Mike Bell	Decatur	1563	\$24,629.10	
Mike Bell	Sweetwater	6312	\$99,461.86	
Mike Bell	Charleston	664	\$10,463.03	
Mike Bell	Tellico Plains	762	\$12,007.28	
Mike Bell	Calhoun	536	\$8,446.06	
Mike Bell	Vonore	1574	\$24,802.43	
Mike Bell	Madisonville	5132	\$80,867.91	
Mike Bell	Athens	14084	\$221,929.79	
Mike Bell	Ducktown	461	\$7,264.25	
Mike Bell	Englewood	1483	\$23,368.49	
Page Walley	Guys	414	\$6,523.64	\$1,197,450.20
Page Walley	Stantonville	335	\$5,278.79	
Page Walley	Bolivar	5205	\$82,018.22	
Page Walley	Hornsby	264	\$4,160.00	
Page Walley	Lexington	7956	\$125,367.33	
Page Walley	Gallaway	528	\$8,320.00	
Page Walley	Toone	270	\$4,254.55	
Page Walley	La Grange	123	\$1,938.18	
Page Walley	Saulsbery	112	\$1,764.85	
Page Walley	Oakland	8936	\$140,809.76	
Page Walley	Decaturville	807	\$12,716.37	
Page Walley	Whiteville	2606	\$41,064.26	
Page Walley	Bethel Springs	742	\$11,692.13	
Page Walley	Sardis	414	\$6,523.64	
Page Walley	Brownsville	9788	\$154,235.22	
Page Walley	Savannah	7213	\$113,659.44	
Page Walley	Williston	349	\$5,499.40	
Page Walley	Silerton	97	\$1,528.49	
Page Walley	Parsons	2100	\$33,090.92	
Page Walley	Moscow	572	\$9,013.34	
Page Walley	Rossville	1041	\$16,403.64	
Page Walley	Middleton	658	\$10,368.49	
Page Walley	Hickory Valley	78	\$1,229.09	
Page Walley	Crump	1594	\$25,117.59	
Page Walley	Braden	255	\$4,018.18	
Page Walley	Henderson	6308	\$99,398.83	
Page Walley	Grand Junction	338	\$5,326.06	
Page Walley	Michie	679	\$10,699.40	
Page Walley	Selmer	4446	\$70,058.21	
Page Walley	Piperton	2263	\$35,659.41	
Page Walley	Milledgeville	271	\$4,270.30	
Page Walley	Eastview	763	\$12,023.04	
Page Walley	Ramer	325	\$5,121.21	
Page Walley	Somerville	3415	\$53,812.14	
Page Walley	Saltillo	420	\$6,618.18	
Page Walley	Scotts Hill	877	\$13,819.40	
Page Walley	Stanton	417	\$6,570.91	
Page Walley	Finger	276	\$4,349.09	
Page Walley	Parker's Crossroads	284	\$4,475.15	
Page Walley	Adamsville	2265	\$35,690.92	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Page Walley	Enville	188	\$2,962.43	
Paul Bailey	Cookeville	34842	\$549,025.69	
Paul Bailey	Baxter	1578	\$24,865.46	
Paul Bailey	Gainesboro	920	\$14,496.98	
Paul Bailey	Crossville	12071	\$190,209.78	
Paul Bailey	Pleasant Hill	540	\$8,509.09	
Paul Bailey	Sparta	4998	\$78,756.40	\$1,080,970.15
Paul Bailey	Doyle	493	\$7,768.49	
Paul Bailey	Livingston	3905	\$61,533.36	
Paul Bailey	Monterey	2746	\$43,270.32	
Paul Bailey	Pikeville	1824	\$28,741.83	
Paul Bailey	Crab Orchard	720	\$11,345.46	
Paul Bailey	Algood	3963	\$62,447.30	
Paul Rose	Atoka	10008	\$157,701.88	
Paul Rose	Collierville	51324	\$808,742.16	
Paul Rose	Mason	1337	\$21,067.89	
Paul Rose	Lakeland	13904	\$219,093.43	
Paul Rose	Memphis	633104	\$9,976,188.43	
Paul Rose	Munford	6302	\$99,304.28	
Paul Rose	Brighton	2888	\$45,507.90	\$12,788,522.94
Paul Rose	Gilt Edge	476	\$7,500.61	
Paul Rose	Millington	10582	\$166,746.74	
Paul Rose	Bartlett	57786	\$910,567.65	
Paul Rose	Burlison	367	\$5,783.03	
Paul Rose	Arlington	14549	\$229,257.07	
Paul Rose	Garland	289	\$4,553.94	
Paul Rose	Covington	8663	\$136,507.94	
Randy McNally	Oliver Springs	3297	\$51,952.75	
Randy McNally	Philadelphia	607	\$9,564.85	
Randy McNally	Madisonville	5132	\$80,867.91	
Randy McNally	Knoxville	190740	\$3,005,601.26	
Randy McNally	Rocky Top	1628	\$25,653.34	
Randy McNally	Lenoir City	10117	\$159,419.46	\$4,123,302.34
Randy McNally	Greenback	1102	\$17,364.86	
Randy McNally	Norris	1599	\$25,196.37	
Randy McNally	Loudon	5991	\$94,403.68	
Randy McNally	Clinton	10056	\$158,458.25	
Randy McNally	Oak Ridge	31402	\$494,819.60	
Raumesh Akbari	Memphis	633104	\$9,976,188.43	\$10,142,935.17
Raumesh Akbari	Millington	10582	\$166,746.74	
Richard Briggs	Knoxville	190740	\$3,005,601.26	\$1,403,259.98
Richard Briggs	Farragut	23506	\$370,397.73	
Rusty Crowe	Unicoi	3833	\$60,398.81	
Rusty Crowe	Watauga	353	\$5,562.43	
Rusty Crowe	Erwin	6083	\$95,853.37	\$1,602,877.04
Rusty Crowe	Elizabethton	14546	\$229,209.79	
Rusty Crowe	Jonesborough	5860	\$92,339.43	
Rusty Crowe	Johnson City	71016	\$1,119,513.20	
Sara Kyle	Memphis	633104	\$9,976,188.43	\$9,976,188.43
Shane Reeves	Bell Buckle	410	\$6,460.61	
Shane Reeves	Normandy	108	\$1,701.82	
Shane Reeves	Ardmore	1217	\$19,176.98	
Shane Reeves	Petersburg	528	\$8,320.00	
Shane Reeves	Lewisburg	12288	\$193,629.17	
Shane Reeves	Shelbyville	23557	\$371,201.37	
Shane Reeves	Fayetteville	7068	\$111,374.59	\$3,598,133.63
Shane Reeves	Tulahoma	20339	\$320,493.47	
Shane Reeves	Chapel Hill	1717	\$27,055.77	
Shane Reeves	Wartrace	653	\$10,289.70	
Shane Reeves	Murfreesboro	152769	\$2,407,270.10	
Shane Reeves	Cornersville	1228	\$19,350.31	
Shane Reeves	Lynchburg	6461	\$101,809.74	

Legislators	Municipality	2021 Certified Population	FY21 Estimated Increase in SSST	Total Gains Within District
Steve Southerland	Baileyton	436	\$6,870.31	\$1,222,016.27
Steve Southerland	Greeneville	15479	\$243,911.62	
Steve Southerland	Morristown	30431	\$479,518.99	
Steve Southerland	Mosheim	2479	\$39,063.05	
Steve Southerland	Newport	6868	\$108,223.08	
Steve Southerland	Parrottsville	217	\$3,419.40	
Steve Southerland	Pittman Center	454	\$7,153.94	
Steve Southerland	Tusculum	3298	\$51,968.51	
Steve Southerland	Sevierville	17889	\$281,887.39	
Todd Gardenhire	Chattanooga	181099	\$2,853,682.41	\$4,174,167.81
Todd Gardenhire	Cleveland	47356	\$746,216.07	
Todd Gardenhire	Collegedale	11109	\$175,050.98	
Todd Gardenhire	East Ridge	22167	\$349,298.33	
Todd Gardenhire	Lookout Mountain	2058	\$32,429.10	
Todd Gardenhire	Ridgeside	446	\$7,027.88	
Todd Gardenhire	Charleston	664	\$10,463.03	



Board of Commissioners

Meeting Cycle: Thursday, February 10, 2022

Subject: **Resolution** - authorizing the City Manager to enter into an agreement with LADD's for Athletic Field Services. - *Sponsored by Patrick O'Mara*

Staff Contact: Patrick O'Mara, Parks & Recreation Director

STAFF RECOMMENDATION

Staff recommends approving this resolution.

BUDGET IMPACT

Field services for the Athletic Complex are expected not to exceed \$25,000 for the remainder of FY22

DISCUSSION

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

During the last year, LADD's has provided this service to the Lakeland School System.

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 is eligible to "piggyback onto this contract as well. Doing so will allow for the new Athletic Fields to establish well for years of future use.

RESOLUTION R-23-2022

A resolution authorizing the City Manager to enter into an agreement with LADD's for Athletic Field Services.

- WHEREAS, the City of Lakeland desires for the Athletic Complex fields at 9661 Memphis-Arlington Rd to be professionally maintained by Certified Sports Field Managers; and
- WHEREAS, Lakeland School System has joined the services agreement between Collierville Schools and Ladd's for Athletic Fields Turf Management; and
- WHEREAS, Ladd's and Collierville Schools originally entered into an agreement on April 24, 2019 (BID# #FY1000019); and
- WHEREAS, the "Piggyback" procurement is specifically authorized by Tennessee Code Annotated §12-3-1201, et. seq.

NOW THEREFORE BE IT RESOLVED by the Mayor and the Board of Commissioners of the City of Lakeland that the City Manager is hereby authorized to enter into an agreement with LADD's for Athletic Field Turf Management not to exceed \$25,000 for the remainder of Fiscal Year 2022.

PASSED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee on this 10th day of February 2022.

Mike Cunningham, Mayor

ATTEST:

Debra Murrell, City Recorder



PROPOSAL

LADD'S ATHLETIC FIELD SERVICE

"UP YOUR LIFE WITH LADD'S"

Date: February 1, 2022

Proposal #: No. 6254179

Customer ID: ID

To: City of Lakeland
Pat O'Mara
City of Lakeland
10001 US-70
Arlington, Tn 38002

Salesperson	Job	Payment Terms	Quote Terms
Ladd's	Field Maintenance	NET30	30/days
Qty	Description	Unit Price	Line Total
2.00	Cut at inch or below (per field, 2/weekly)	\$ 140.00	\$ 280.00
1.00	Irrigation Audit (not including repairs)	\$ 750.00	750.00
2.00	Aerify/Topdress (sand included)	\$ 5,800.00	\$ 11,600.00
1.00	Fertilize Bermuda (per acre, per application, 3/year)	\$ 525.00	\$ 525.00
1.00	Pre-Emerge Bermuda (per acre, 2/year)	\$ 410.00	\$ 410.00
1.00	Broadleaf Weed Treatment (per acre, 2/year)	\$ 380.00	\$ 380.00
2.00	Over-Seed Fields with Perennial Rye Grass	\$ 3,850.00	\$ 7,700.00
Subtotal			\$ 21,645.00
Sales Tax			
Total			\$ 21,645.00

Thank you for your business!

6881 APPLING FARMS PKWY MEMPHIS, TN 38133



TURF MAINTENANCE AT CITY OF LAKE LAND 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, 2022 – February 28, 2023 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

Level 1: MOWING	
ACTION	Mowing
CUT HEIGHT	1" – 1.5" height to cut
CYCLE	Mowing – Twice per week and as needed outside of contracted dates

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

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

Level 4: OVER-SEEDING	
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 1st through October 31st. 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 1.25 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

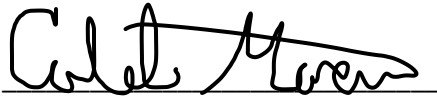
- Ladd's will supply cell phone numbers, daytime office numbers, and fax numbers of the turf manager supervising this contract.

- 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 Prep Athletic Fields Bid Pricing Sheet

Location	Level 1 Mowing (per field)	Level 2 Aerify/Topdress (per field)	Level 3 Fert/Weed Control (per acre)	Level 4 Over-Seed (per field)
Soccer Field 1	\$140.00	\$5,800.00	Fert \$525.00 Pre \$410.00 Post \$380.00	\$3,850.00
Soccer Field 2	\$140.00	\$5,800.00	Fert \$525.00 Pre \$410.00 Post \$380.00	\$3,850.00
*TOTALS	\$280.00	\$11,600.00	TBD	\$7,700.00

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



Ladd's Athletic Field Services

02/01/22

Date

City of Lakeland

Date