CITY OF LAKELAND TENNESSEE

Board of Commissioners
Regular Meeting Agenda
Thursday, March 11, 2021, 5:30 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** - amending the Fiscal Year 2020-2021 Budget, passed by Ordinance 20-285, as amended by Ordinance 20-286.

VI. TREASURER'S REPORT:

1. February Treasurer's Report

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

- Sheriff's Report
- City Manager's Report
- Commissioners' Report

VIII. PUBLIC COMMENTS:

IX. SEWERAGE COMMISSION BUSINESS:

1. **Resolution** - recommending the Board of Commissioners approve a concept sewer plan for Heathfield on Scotts Creek Planned Development. *Sponsored by Emily Harrell*

X. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:
   a. Regular Meeting Minutes, February 11, 2021

2. **Resolution** - authorizing the Mayor to sign a proclamation establishing Saturday, March 20, 2021 as the City of Lakeland's Arbor Day 2021. *Sponsored by Patrick O'Mara*

3. **Resolution** - approving the engagement of Burris, Thompson & Associates for consulting services related to a compensation and classification plan. *Sponsored by Shane Horn*

4. **Resolution** - authorizing the reduction of Security for Public and Common Improvements in Oakwood Grove Subdivision Phases 1A, 2A, 3A. *Sponsored by Emily Harrell*

5. **Resolution** - approving the purchase of a 2021 Ford F-150 4x4 SuperCrew Cab XL from Ford of Murfreesboro through State of Tennessee Statewide Contract #64470. *Sponsored by Patrick O'Mara*

6. **Resolution** - approving a contract with Fisher Arnold, Pickering, and SSR for On-Call Professional Engineering Services. *Sponsored by Emily Harrell*

7. **Resolution** - to approve the purchase of a Polaris UTV from Polaris Sales, Inc. through Sourcewell Contract 051717-PSI. *Sponsored by Emily Harrell*

8. **Resolution** - to approve the purchase of wetland mitigation credits from West Tennessee Wetlands Mitigation Bank for the Lakeland Athletic Complex Phase 1 project. *Sponsored by Emily Harrell*

XI. REGULAR AGENDA:

1. **Ordinance - Final Reading** - amending the Fiscal Year 2020-2021 Budget, passed by Ordinance 20-285, as amended by Ordinance 20-286. *Sponsored by Michael Walker*

2. **Resolution -** approving a contract with Tennessee Department of Transportation for Lakeland Transportation Plan Update. *Sponsored by Emily Harrell*

3. **Resolution** - approving the sewer concept plan for Heathfield on Scotts Creek Planned Development. *Sponsored by Emily Harrell*

4. **Resolution** - approving the Outline Plan for the Heathfield on Scott's Creek Planned Development. *Sponsored by Richard Donovan*

5. **Resolution** - to approve Change Order #1 for the Herons Ridge Pond project. *Sponsored by Alejandra Arriaga*

6. **Resolution** - directing staff to begin preparation of Design Review Guidelines. *Sponsored by Commissioner Wright*

7. **Resolution** - directing staff to begin the RFQ process for the Comprehensive Plan and Land Development Regulations update. *Sponsored by Board of Commissioners*

8. **Resolution** - authorizing the Mayor to enter into a Memorandum of Understanding between the City of Lakeland, City of Bartlett, and Town of Arlington for the coordination of a COVID-19 vaccination point of distribution. *Sponsored by Mayor Cunningham*

9. Discussion on State Board of Equalization and process regarding property tax rates. *Sponsored by Michael Walker*

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT:

CITY OF
LAKELAND
TENNESSEE

Treasurer's Report

February 2021

The following Board Summary is provided to assist in the review of the detailed monthly Treasurer's Report on the following pages, provided by fund. 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.

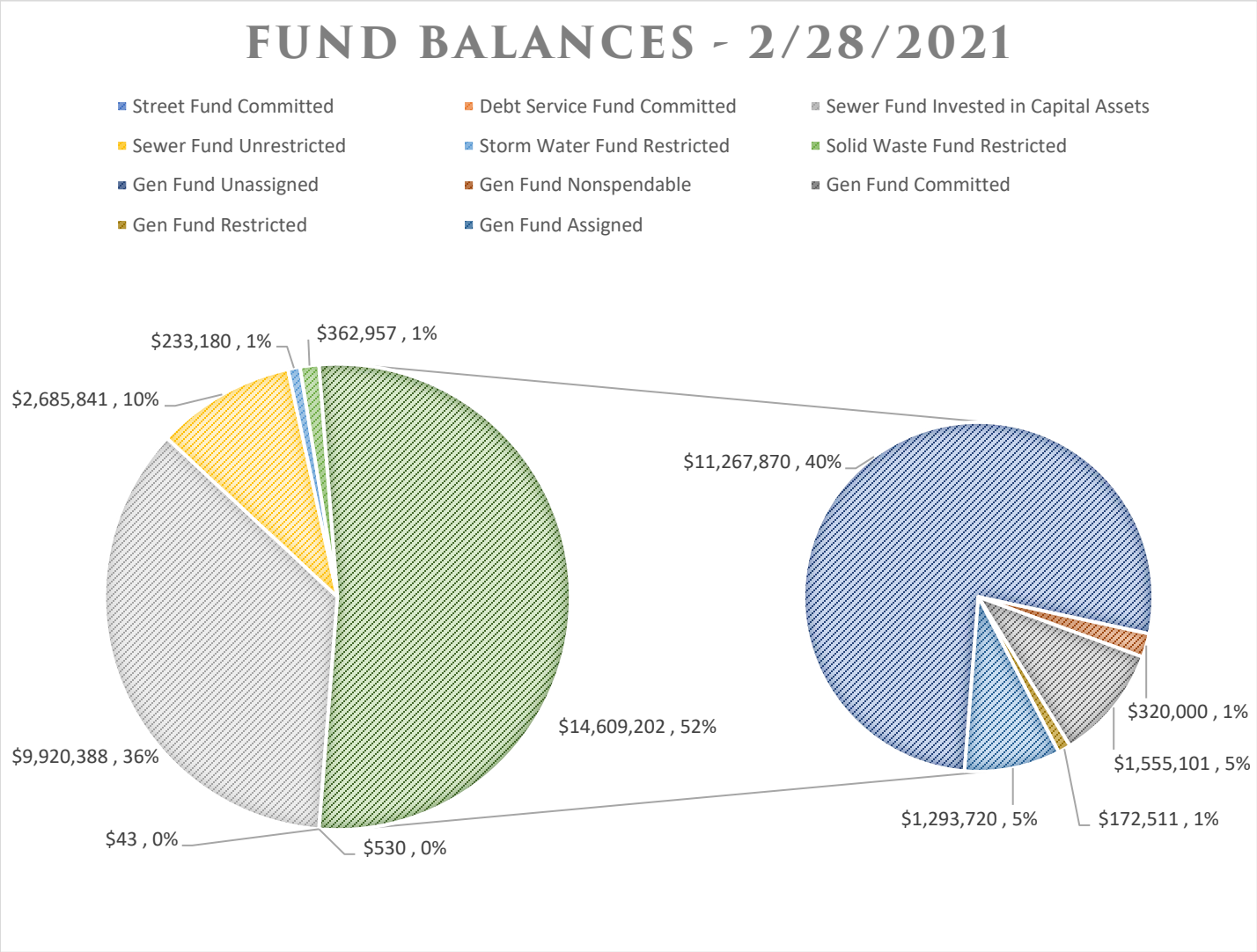
Short Take:

- Fund Balance increased in February primarily due to approximately $0.8 million in grant fund receipts
- Fund Balance will decline as capital projects, debt repayments, and related transfers to Street Aid fund occur in final months of the fiscal year (as anticipated in ORD 21-288 budget amendment)
- ***NEW*** Outstanding Debt information is now included in the Treasurer's Report Board Summary
- Other items of note:
    - Financial statements for both the General Fund and the Debt Service Fund look "odd" currently as the closing of the refinance of the 2015 Capital Outlay Notes has taken place, but the related budget amendments have not yet been implemented (March final reading)
    - General Fund revenues "Licenses and Permits" has performed better than anticipated in the budget, helping to offset some of the other budgetary amendments
    - Both Street Fund and Storm Water Fund expenditures related to "target" will "catch up" with capital projects and paving in the ensuing months

Fund Balance and Net Position

Across all funds (of the City), fund balance (and net position) increased during January from $26,966,113 to $27,812,141 - or by $0.85 million; year-to-date increase in fund balance is $2.56 million.

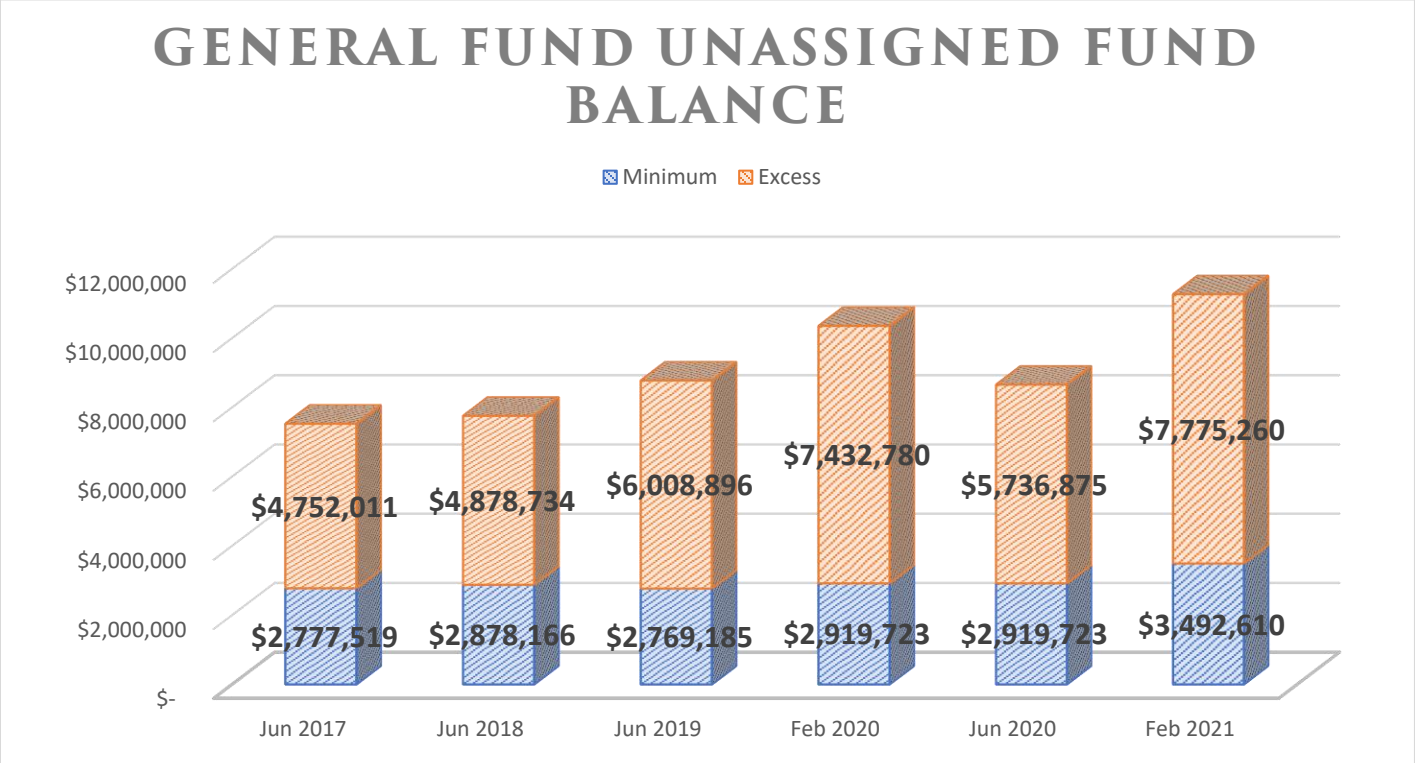
The YTD change in fund balance has increased as expected due to the annual influx of property tax payments in January and February and the receipt of capital outlay grant reimbursements; fund balance will reduce as anticipated due to the timing of capital outlays and debt principal payments.



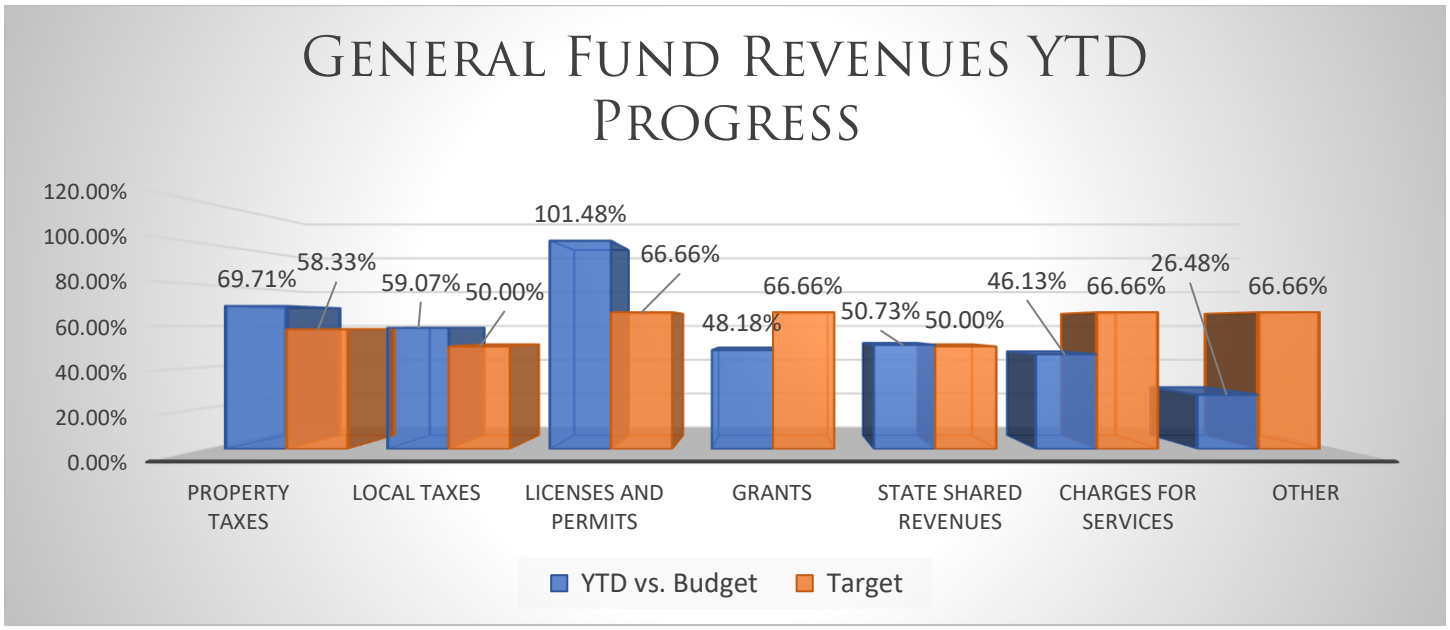
Fund Balance – Minimum vs. Excess

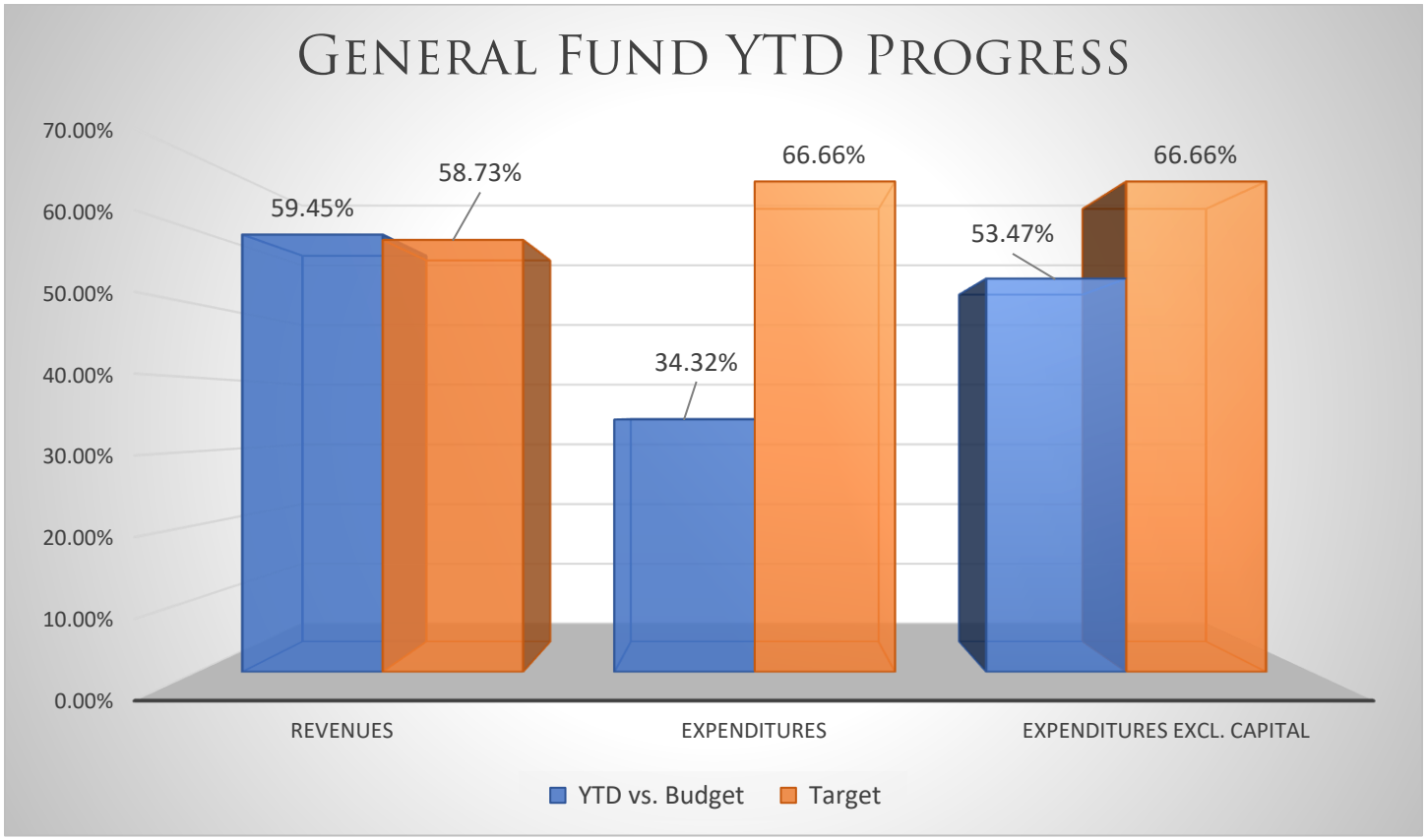
There is no minimum fund balance requirement by the State of Tennessee; however, the Board of Commissioners has established a minimum fund balance policy for the General Fund.

The graph below compares the current fund balance for the General Fund for various periods, showing the minimum and excess fund balances. Excess fund balance as of February will not remain, as it is due to the timing of the receipt of property tax and grant payments.

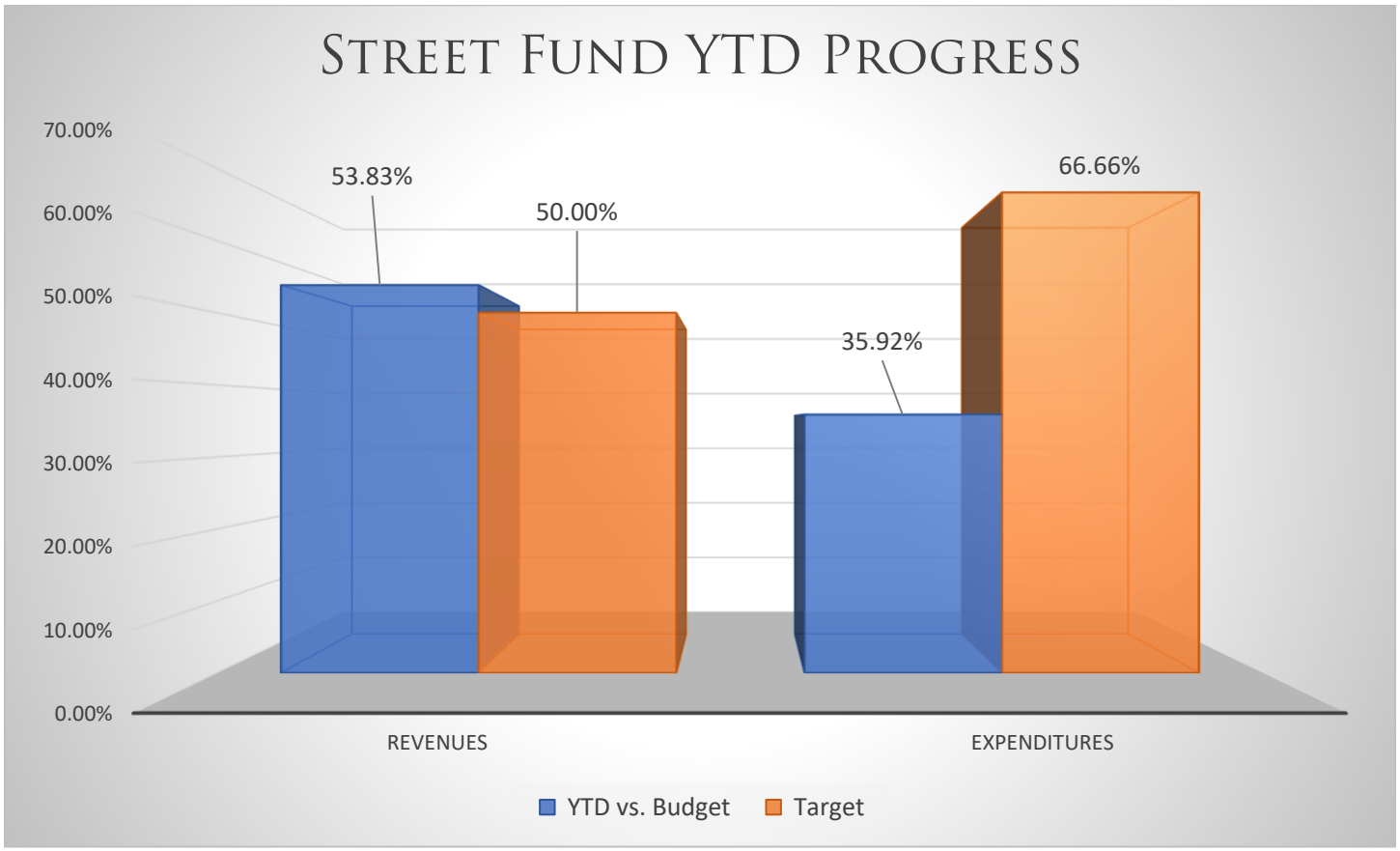


General Fund Summary

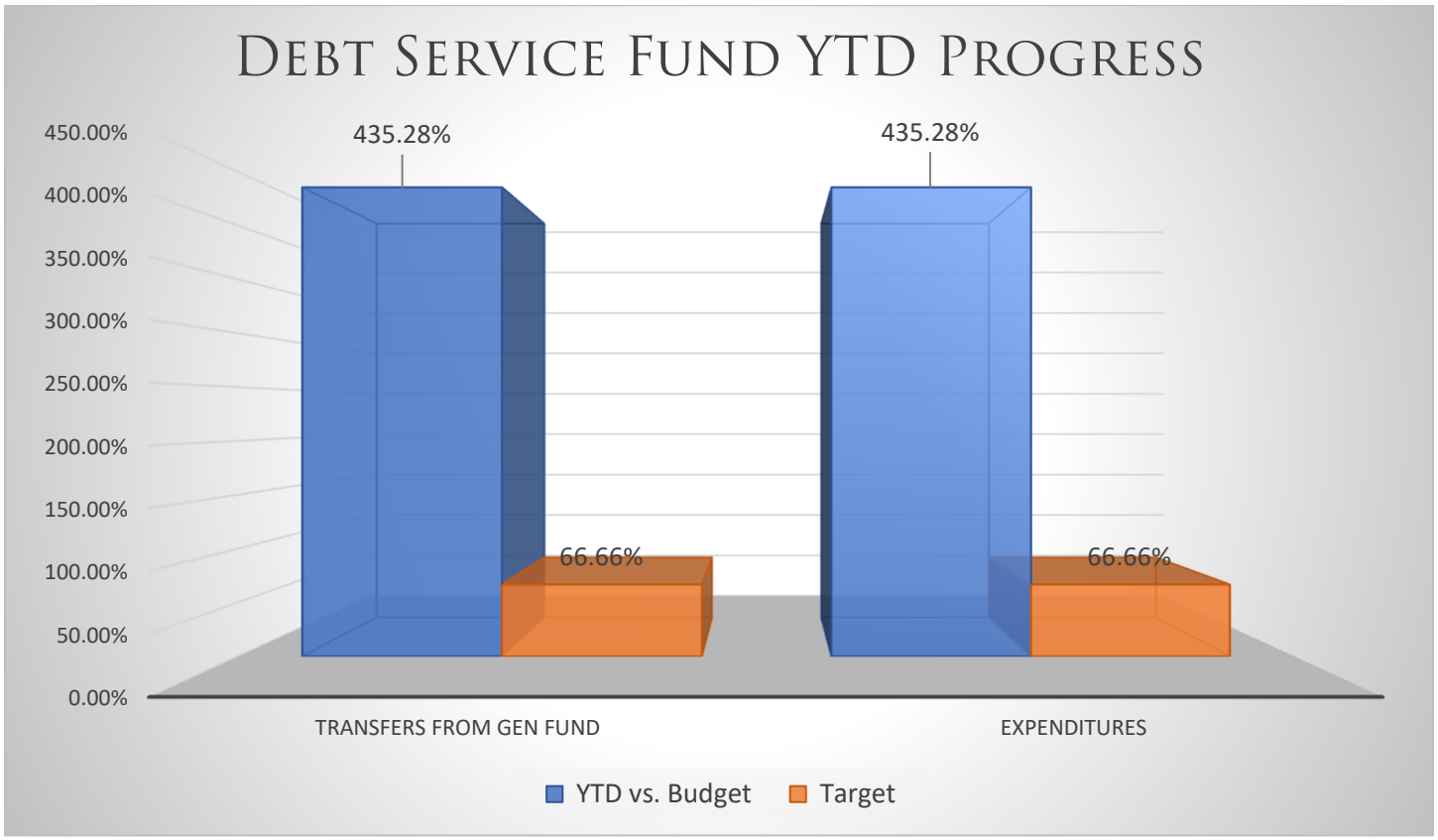




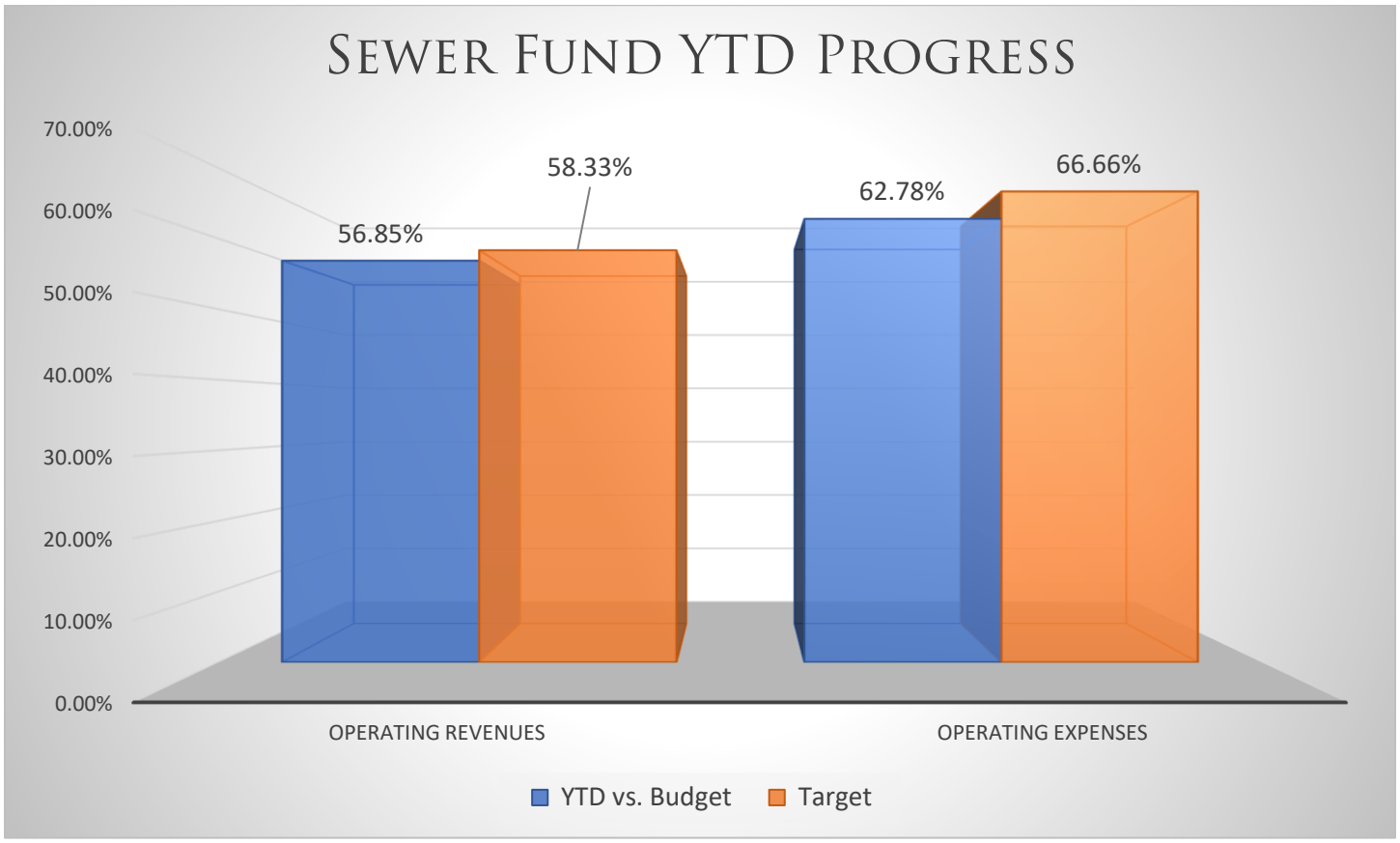
State Street Aid Fund Summary



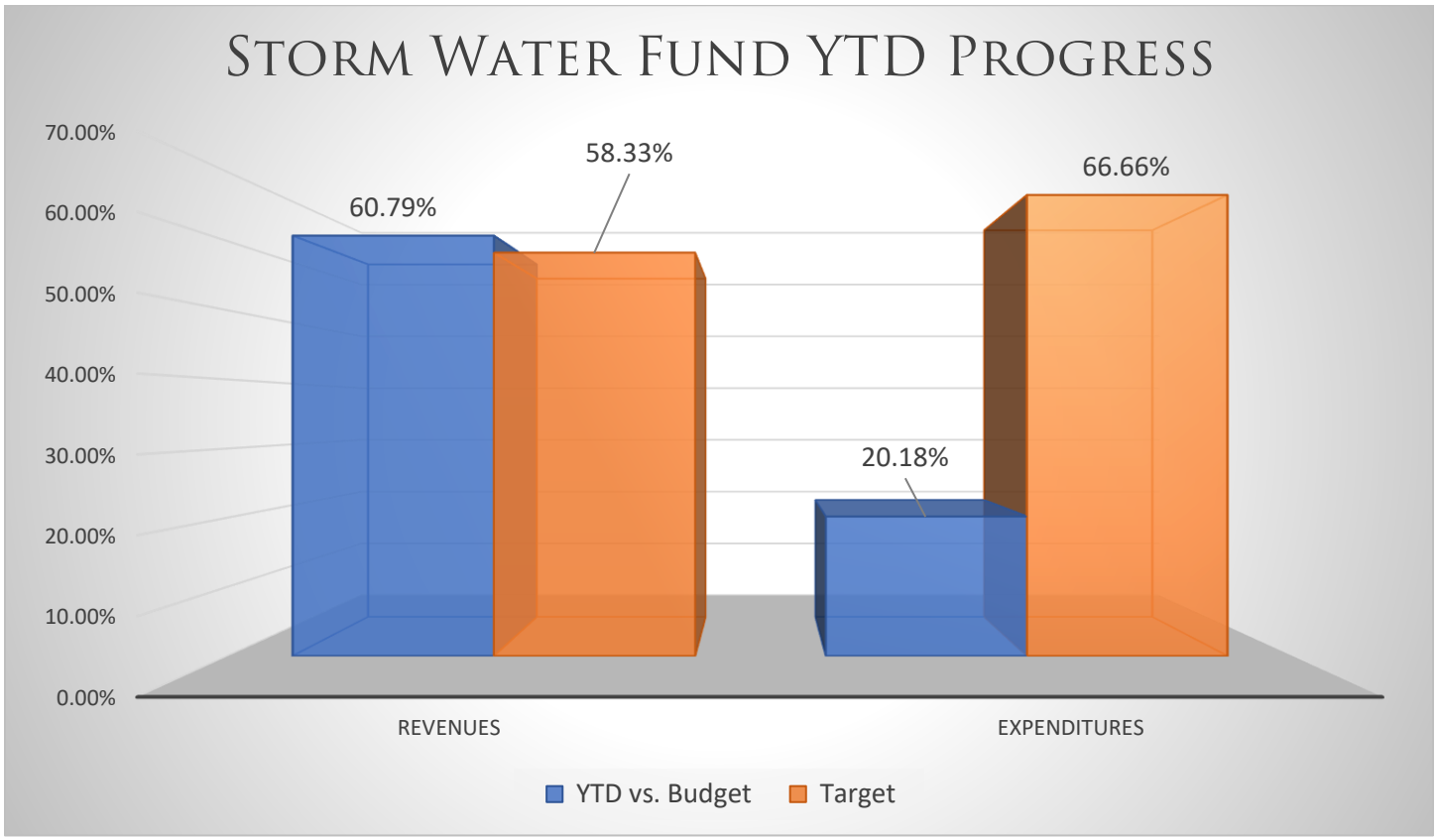
Debt Service Fund Summary



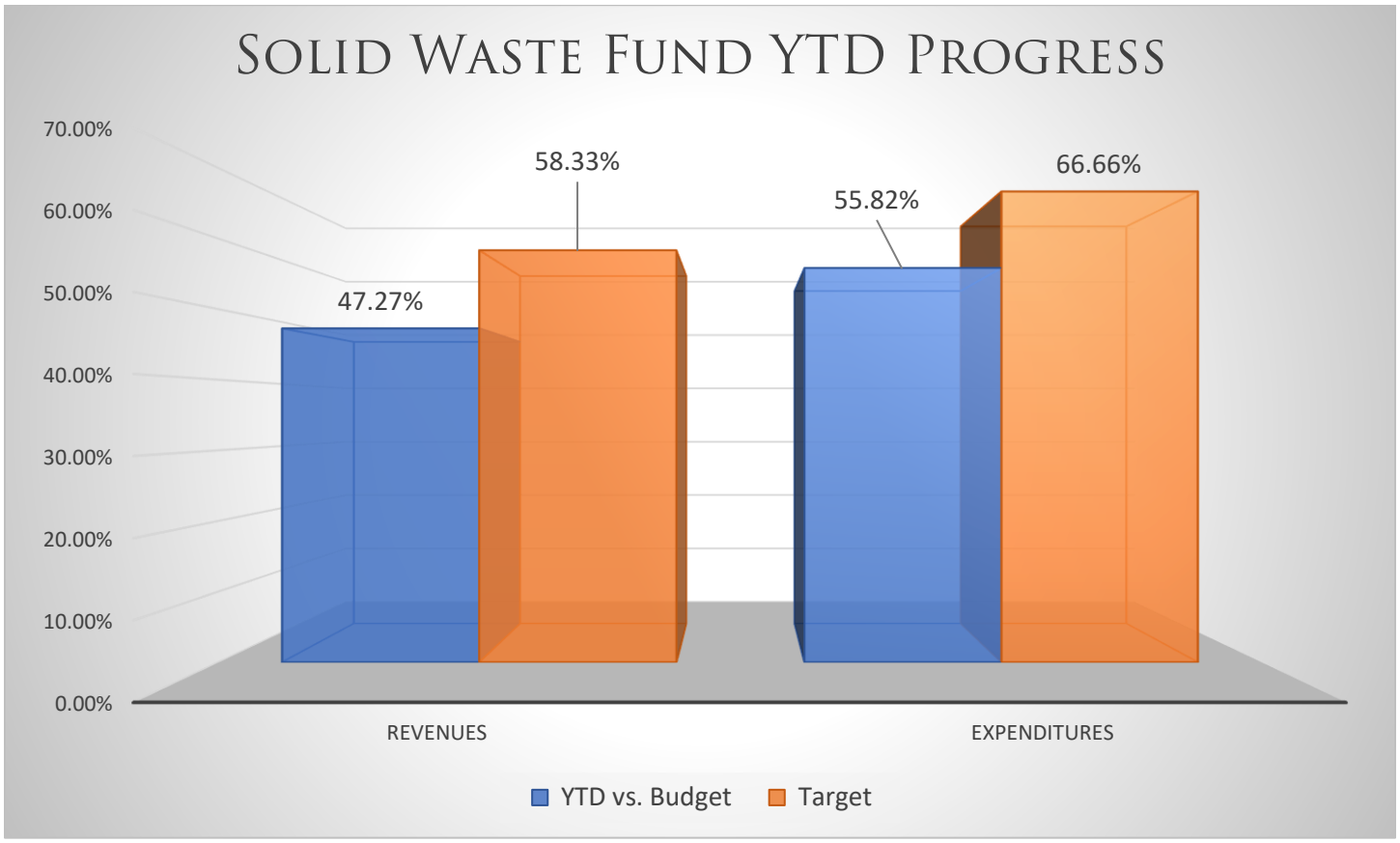
Sewer Fund Summary



Storm Water Fund Summary



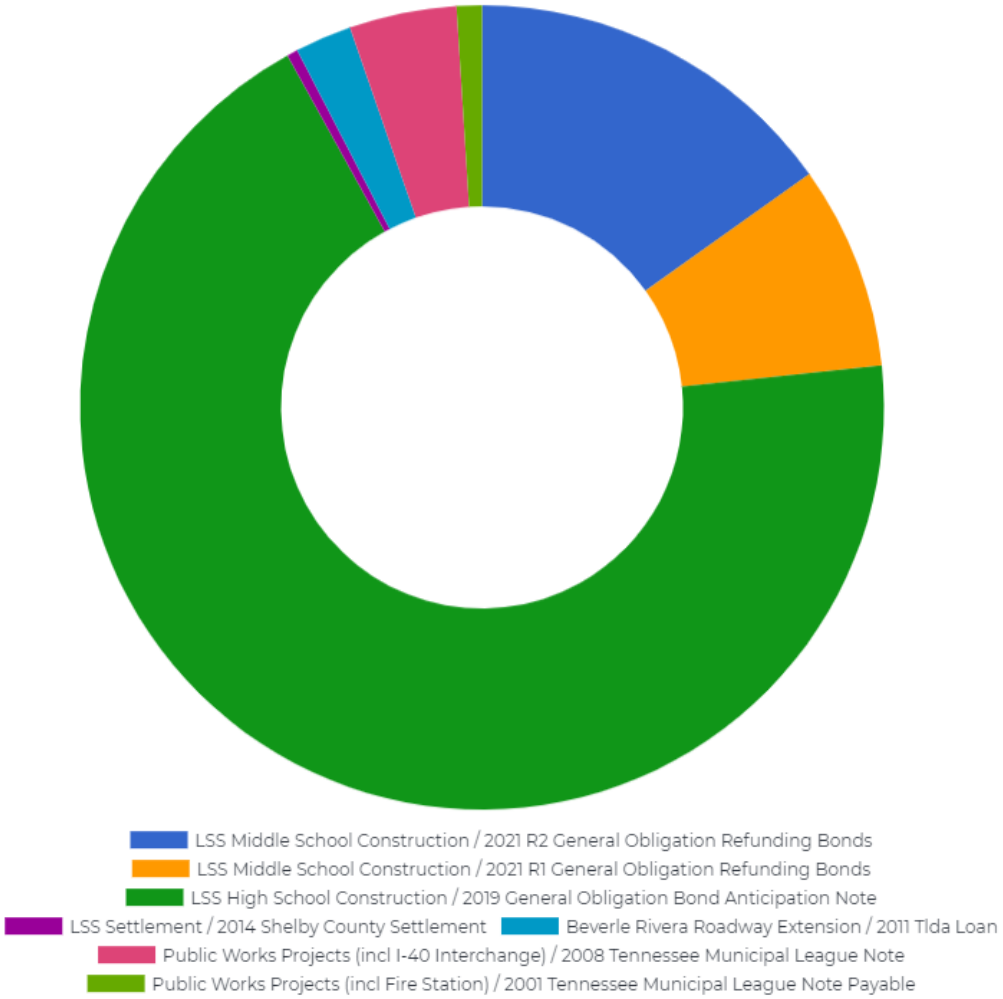
Solid Waste Fund Summary



Outstanding Debt Update – by Purpose of Debt

Series	Dated Date	Outstanding Par Amount	Final Maturity	Type
BEVERLE RIVERA ROADWAY EXTENSION		**1,433,692.00**		
2011	06/01/2011	1,433,692.00	06/01/2040	TLDA Loan (Appropriation)
LSS HIGH SCHOOL CONSTRUCTION		**43,500,000.00**		
2019	12/12/2019	43,500,000.00	12/12/2022	Note
LSS MIDDLE SCHOOL CONSTRUCTION		**14,794,500.00**		
2021 R1	01/27/2021	5,194,500.00	01/27/2061	General Obligation
2021 R2	01/27/2021	9,600,000.00	01/27/2061	General Obligation
LSS SETTLEMENT		**277,771.00**		
2014	05/31/2014	277,771.00	11/01/2025	Shelby County Settlement Liability (Appropriation)
PUBLIC WORKS PROJECTS (INCL FIRE STATION)		**644,095.00**		
2001	07/26/2004	644,095.00	05/26/2023	Note
PUBLIC WORKS PROJECTS (INCL I-40 INTERCHANGE)		**2,738,000.00**		
2008	12/22/2008	2,738,000.00	05/25/2030	Note
Total Outstanding Par Amount		**63,388,058.00**		

Profile Notes: Audited Financial Statements or CAFR: 06/30/2020



Budget Transfers

As noted in ORD 20-285, 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 2021 are as noted in Appendix A at the back of this Treasurer’s Report.

CITY OF
LAKELAND
TENNESSEE

Financial Reports

General Fund

February 28, 2021

City of Lakeland

Balance Sheet

General Fund

February 28, 2021

Assets		
Cash and Equivalents	$	13,514,528
Restricted Cash and Equivalents		172,517
Certificates of Deposit		747,736
Receivables		
Accounts		23,844
Property Taxes		4,670,024
Grants		279,820
Prepaid Other		320,000
Allowance for Uncollected Taxes		(50,398)
Total Assets	$	19,678,071
Liabilities and Fund Balances		
Accounts Payable and Accrued Expenses	$	-
Due to MLGW		68,257
Unavailable Revenue		286,265
Unavailable Revenue - Taxes		4,647,707
Unavailable Revenue - Restitution		17,399
Accrued liabilities		(411)
Refundable deposits		100,050
Unearned CARES Funds		-
Reserve for Doubtful Accounts		(50,398)
Fund Balance - Nonspendable		320,000
Fund Balance - Committed		1,555,101
Fund Balance - Restricted		172,511
Fund Balance - Assigned		1,293,720
Fund Balance - Unassigned		11,267,870
Total Liabilities and Fund Balances	$	19,678,071

City of Lakeland

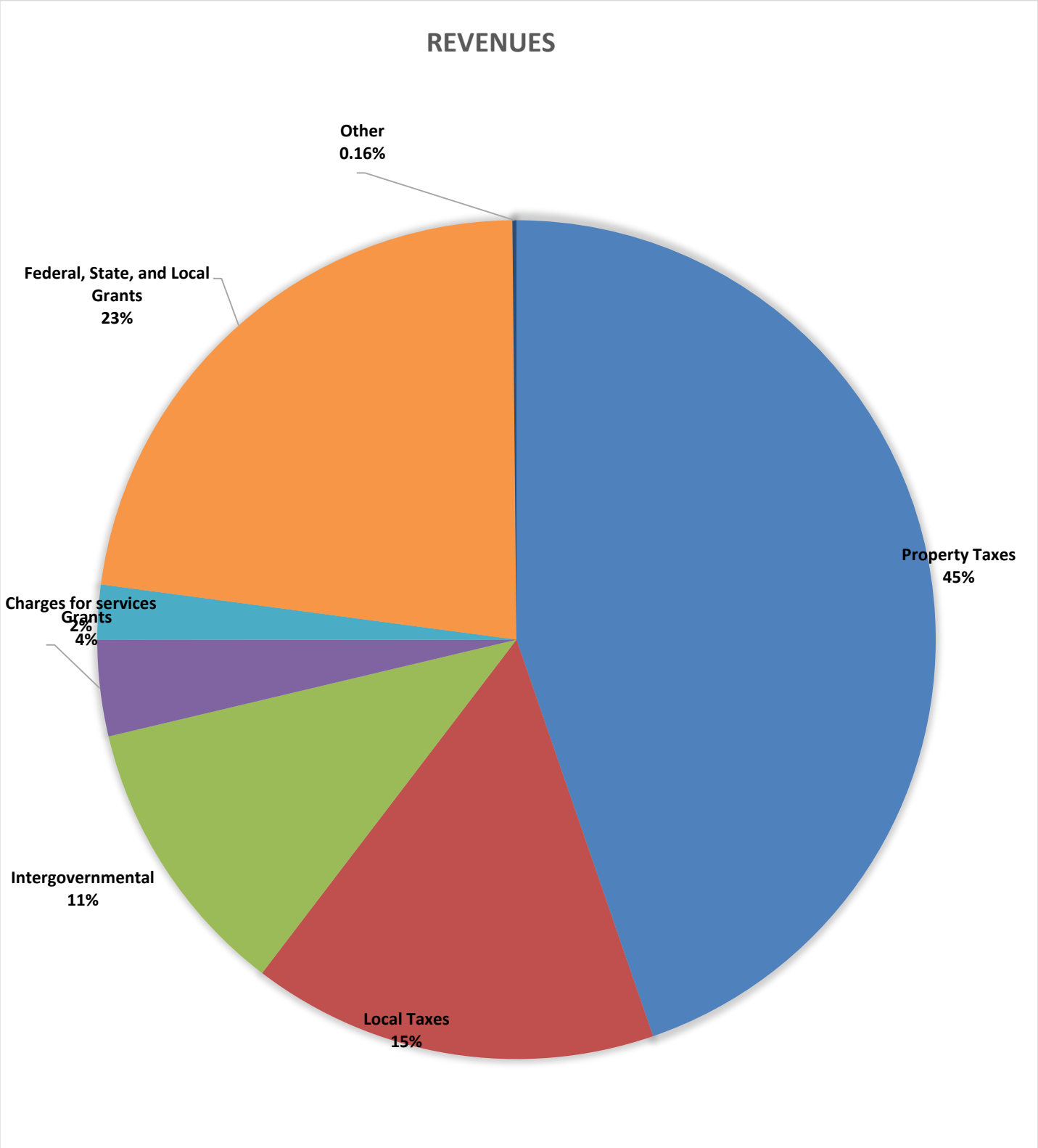
Statement of Revenues, Expenditures, and Changes in Fund Balance

General Fund

February 28, 2021

	Prior YTD 02/28/20	Current YTD 02/28/21	Budget FY 2021	% Earned/Used Year-to-Date
REVENUES				
Property Taxes	$ 3,044,624	$ 3,180,592	$ 4,562,475	69.71%
Local Taxes	892,056	1,113,673	1,885,399	59.07%
Intergovernmental	882,608	776,454	1,530,600	50.73%
Licenses and permits	308,152	262,660	258,819	101.48%
Charges for services	225,682	150,655	326,580	46.13%
Federal, State, and Local Grants	67,990	1,617,373	3,357,177	48.18%
Other	729,885	11,122	42,000	26.48%
Total Revenues	6,150,997	7,112,529	11,963,050	59.45%
EXPENDITURES				
Current				
General government	(958,059)	(1,177,095)	(1,867,375)	63.03%
Community Development	(342,761)	(347,031)	(647,401)	53.60%
Public Works	(287,830)	(254,829)	(581,072)	43.85%
Parks and Recreation	(345,193)	(245,513)	(690,526)	35.55%
Capital Projects	(107,817)	(1,391,717)	(5,442,000)	25.57%
Total Expenditures	(2,041,660)	(3,416,185)	(9,228,374)	37.02%
Excess (deficiency) of revenues over (under) expenditures	4,109,337	3,696,344	2,734,676	
OTHER FINANCING SOURCES (USES)				
Issuance of Debt	43,500,000	14,794,500	-	
Transfers in	-	700,000	706,250	
Transfers out	(43,116,825)	(16,481,675)	(5,466,678)	
Total Other Financing Sources	383,175	(987,175)	(4,760,428)	
Net Change in Fund Balance	$ 4,492,512	$ 2,709,169	$ (2,025,752)	
Allocation of Net Change in Fund Balance:				
Committed Fund Balance		$ 76,182		
Restricted Fund Balance		91		
Assigned Fund Balance		(46,633)		
Nonspendable Fund Balance		-		
Unassigned Fund Balance		2,679,529		
Net Change in Fund Balance		$ 2,709,169		

City of Lakeland
General Fund Report: February 28, 2021



City of Lakeland

Tax Revenue 2019-2020

GENERAL FUND: TAX REVENUES	Actual 2019	Actual 2020	Prior YTD 2/28/2020	Current YTD 2/28/2021	BUDGET 2021
Real Property Taxes (Current)	$ 1,579,527	$ 1,499,373	$ 1,064,885	$ 2,506,383	$ 3,585,711
Personal Property Taxes (Current)	18,847	13,123	6,336	7,852	29,356
Property Tax - Schools	538,370	539,397	367,583	383,773	549,405
Utility Tax (TPSC)	8,129	7,410	1,275	599	8,050
School Property Tax Reserves	358,914	359,310	244,861	255,858	366,063
Delinquent Property Tax	8,609	10,821	8,814	17,997	12,980
Property Tax Penalty & Interes	9,184	12,375	3,551	8,129	10,910
Special Property Tax - School	1,974,024	1,977,068	1,347,318	-	-
PROPERTY TAXES: SUBTOTAL	4,495,604	4,418,877	3,044,623	3,180,591	4,562,475
LOCAL TAXES					
Local Option Sales Tax	686,278	981,036	488,160	630,611	1,029,548
Local Sales Tax - Schools	301,582	431,188	214,639	277,116	436,930
Wholesaler Beer Taxes	81,086	93,020	50,849	66,105	89,821
Wholesale Liquor Tax	2,163	3,005	1,722	2,520	3,000
Business Taxes	86,942	87,299	25,961	33,132	92,000
Telecom Sales City	3,919	4,899	2,371	2,799	4,700
Sports Betting Taxes	-	-	-	1,602	-
Cable Franchise (5%)	110,028	145,020	73,745	70,170	150,400
Room Occupancy Tax	62,476	61,069	34,609	29,618	79,000
LOCAL TAXES: SUBTOTAL	1,334,474	1,806,536	892,056	1,113,673	1,885,399
TAXES: TOTAL	$ 5,830,078	$ 6,225,413	$ 3,936,679	$ 4,294,264	$ 6,447,874

City of Lakeland

Capital Projects 2021 - 2022

REVENUES		BUDGET 2021	Current YTD 2/28/2021
110 R 33460 000 000 00000 000	New Canada Rd (PIN 107036.00)	$ 801,470	$ 3,261
110 R 36833 000 000 00000 000	Bike Ped Path Grant	978,860	637,736
110 R 33110 000 000 00000 000	Grant Revenue for Zadie Kuehl	-	169,224
110 R 33100 000 000 00000 000	LPRF Grant Revenue	499,681	-
110 R 36835 000 000 00000 000	Grant - Transp Plan Update	280,000	-
110 R 33710 000 000 00000 000	Shelby County Grant Revenue	25,000	-
**** Only presents capital grant revenues***		$ 2,585,011	$ 810,221

EXPENDITURES		BUDGET 2022	YTD ACTUAL 2/28/2021
110 E 41000 944 000 00000 000	GEN GOV - HVAC Replacement	$ 27,175	$ 27,175
110 E 41670 773 000 00000 000	ENG - New Canada Rd Improvemen	920,000	19,568
110 E 41670 778 000 00000 000	ENG - Canada Rd Bike Ped Path	1,040,000	804,385
110 E 41670 781 000 00000 000	ENG - Transp Plan Update	350,000	-
110 E 44710 781 000 00000 000	PRK - Zadie Kuehl Park Improvements	200,000	169,659
110 E 44710 923 000 00000 000	PRK - Park Development	310,000	8,670
110 E 44710 924 000 00000 000	Dog Park Project	325,000	324,297
110 E 44710 937 000 00000 000	PRK - Athletic Complex	1,062,000	20,657
110 E 44710 969 000 00000 000	PRK - Hwy 70 Athletic Fields	1,207,825	17,306
		$ 5,442,000	$ 1,391,717

CITY OF LAKELAND
RECREATION PROGRAM
FEBRUARY 28, 2021

		FY 2021 BUDGET	YTD 02/28/21
REVENUES			
Charges for Services			
110 R 34725 000 000 00000 000	Concessions	$ 2,000.00	$ -
110 R 34742 000 000 00000 000	Soccer Recreation Fees	100,000.00	604.00
110 R 34743 000 000 00000 000	Youth Baseball Fees	10,000.00	-
110 R 34744 000 000 00000 000	Youth Basketball Fees	40,000.00	21,100.00
110 R 34746 000 000 00000 000	Adult Flag Football	10,000.00	-
110 R 34748 000 000 00000 000	Tennis Recreation Fees	10,000.00	2,017.00
110 R 34749 000 000 00000 000	Adult Basketball	-	-
110 R 34751 000 000 00000 000	Youth Football Fees	25,000.00	11,440.00
110 R 34752 000 000 00000 000	Youth Cheerleading	30,000.00	8,043.00
110 R 34754 000 000 00000 000	Lego Camp	-	-
110 R 34755 000 000 00000 000	Recreation Camps	10,000.00	283.00
Total Charges For Services		237,000.00	43,487.00
Total Recreation Program Revenues		237,000.00	43,487.00
EXPENDITURES			
Recreation			
110 E 44400 462 000 00000 000	REC - Youth Soccer	53,305.00	2,377.97
110 E 44400 464 000 00000 000	REC - Youth Basketball Expense	40,000.00	12,431.79
110 E 44400 465 000 00000 000	REC - Youth Cheerleading	26,000.00	12,495.86
110 E 44400 466 000 00000 000	REC - Youth T-Ball	10,000.00	-
110 E 44400 467 000 00000 000	REC - Youth Tennis	6,000.00	1,886.05
110 E 44400 472 000 00000 000	REC - Adult Flag Football	10,000.00	-
110 E 44400 473 000 00000 000	REC - Adult Basketball	-	-
110 E 44400 475 000 00000 000	REC - Youth Football	25,000.00	19,718.00
110 E 44400 476 000 00000 000	REC - Recreation Camps	10,000.00	-
110 E 44400 477 000 00000 000	REC - Concessions	2,000.00	-
110 E 44400 479 000 00000 000	REC - Lego Camp	-	-
Total Recreation Expenditures		182,305.00	48,909.67
Revenues Over (Under) Expenditures		$ 54,695.00	$ (5,422.67)

CITY OF LAKELAND

General Fund Detailed Balance Sheet

February 28, 2021

Assets		
General Fund Cash	$	13,444,733.38
School Restricted Cash		172,517.26
Petty Cash		300.00
First Citizens MMA 2471280		69,494.83
First Citizens CD 690797		402,466.89
First Citizens CD 694122		172,591.16
First Citizens CD 690798		172,677.72
Real Property Tax Rec 2012		1.06
Real Property Tax Rec 2013		4.90
Real Property Tax Rec 2014		4.90
Real Property Tax Rec 2015		11.55
Real Property Tax Rec 2016		2,008.14
Real Property Tax Rec 2017		6,368.44
Real Property Tax Rec 2018		5,693.60
Real Property Tax Rec 2019		68,188.50
Real Property Tax Rec 2020		4,504,084.82
A/R - Code Enforcement		6,445.00
Personal Property Tax Rec 2012		788.58
Personal Property Tax Rec 2013		631.25
Personal Property Tax Rec 2014		702.41
Personal Property Tax Rec 2015		1,043.42
Personal Property Tax Rec 2016		1,299.44
Personal Property Tax Rec 2017		1,631.15
Personal Property Tax Rec 2018		1,622.33
Personal Property Tax Rec 2019		2,434.52
Personal Property Tax Rec 2020		52,626.62
Utility Tax Receivable		20,878.83
Grants Receivable		279,820.28
Due From Lakeland Schools		-
Restitution Receivable		17,399.00
Prepaid Items		320,000.00
Allowance Uncollectable Taxes		(50,398.00)
Total Assets	$	19,678,071.98

Liabilities and Fund Balances		
Accounts Payable	$	-
Employee Payroll Ins Payable		-
Due to MLGW		68,256.99
Employee Phone Payable		(409.60)
Monetary Deposit $750		65,250.00
Erosion/Trash Control Deposit		34,000.00
IH Rental Deposit		600.00
Pavilion Rental Deposit		-
CARES Act Funds Deposit		-
Sports Equip Deposit		200.00
Unavailable Rev - Grants		279,820.28
Unavailable Rev - Restitution		17,399.00
Unavailable Rev - Code Enf		6,445.00
Unavailable Realty Property Tax		4,564,314.72
Unavailable Personal Property Tax		62,513.11
Unavailable Utility Tax		20,878.83
Reserve For Doubtful Accounts		(50,398.00)
Fund Balance - Committed to Park Acquisition		686,502.93
Committed to Education		602,745.84
Fund Balance - Nonspendable		320,000.00
Fund Balance - Committed to Major Roads		265,852.43
Fund Balance - Assigned to Parks Acquisition		1,253,271.93
Fund Balance - Restricted to Education		172,510.64
Fund Balance - Assigned to Parks		40,448.06
Fund Balance - Unappropriated		11,267,869.82
Reserve for Encumbrance		-
Total Liabilities and Fund Balances	$	19,678,071.98

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
Property Taxes							
110 R 31111 000 000 00000 000	Real Property Taxes (Current)	$ 3,585,711.00	$ 2,506,382.85				
110 R 31112 000 000 00000 000	Personal Property Taxes (Curre	29,356.00	7,851.93				
110 R 31113 000 000 00000 000	Property Tax - Schools	549,405.00	383,773.42				
110 R 31114 000 000 00000 000	Utility Tax (TPSC)	8,050.00	599.31				
110 R 31115 000 000 00000 000	School Property Tax Reserves	366,063.00	255,857.96				
110 R 31116 000 000 00000 000	Delinquent Property Tax	12,980.00	17,996.76				
110 R 31117 000 000 00000 000	Property Tax Penalty & Interes	10,910.00	8,129.49				
110 R 31118 000 000 00000 000	Special Property Tax - School	-	-				
Total Property Taxes					$ 4,562,475.00	$	3,180,591.72
Local Taxes							
110 R 31600 000 000 00000 000	Local Option Sales Tax	1,029,548.00	630,611.00				
110 R 31610 000 000 00000 000	Local Sales Tax - Schools	436,930.00	277,115.78				
110 R 31700 000 000 00000 000	Wholesaler Beer Taxes	89,821.00	66,104.51				
110 R 31720 000 000 00000 000	Wholesale Liquor Tax	3,000.00	2,520.09				
110 R 31800 000 000 00000 000	Business Taxes	92,000.00	33,132.16				
110 R 31801 000 000 00000 000	Telecom Sales City	4,700.00	2,799.24				
110 R 31802 000 000 00000 000	Sports Betting Taxes	-	1,602.20				
110 R 31912 000 000 00000 000	Cable Franchise (5%)	150,400.00	70,170.00				
110 R 31920 000 000 00000 000	Room Occupancy Tax	79,000.00	29,617.89				
Total Local Taxes					1,885,399.00		1,113,672.87
Licenses and Permits							
110 R 32210 000 000 00000 000	Beer Licenses	1,500.00	1,750.00				
110 R 32600 000 000 00000 000	Warning Siren Fees	4,750.00	3,222.00				
110 R 32608 000 000 00000 000	Certificate Of Occupancy	4,500.00	2,700.00				
110 R 32610 000 000 00000 000	Building Permit Fee	85,000.00	116,704.75				
110 R 32611 000 000 00000 000	Insp/Engineer Review Fees	57,500.00	50,051.00				
110 R 32612 000 000 00000 000	BOA Appeals	2,000.00	2,596.00				
110 R 32613 000 000 00000 000	Plat/Site Plan Review Fees	8,000.00	4,720.00				
110 R 32614 000 000 00000 000	Drainage Control Fee	31,500.00	32,224.00				
110 R 32615 000 000 00000 000	Park Improvement Fees	9,500.00	6,637.35				
110 R 32616 000 000 00000 000	Cell Tower Fee	2,000.00	-				
110 R 32617 000 000 00000 000	Admin Fees For Developments	9,600.00	13,212.00				
110 R 32690 000 000 00000 000	Natural Resource Inventory	4,955.00	706.25				
110 R 32691 000 000 00000 000	Tree Removal Fee	19,114.00	2,250.00				
110 R 32692 000 000 00000 000	GIS Mapping Fees	4,900.00	9,576.00				
110 R 32700 000 000 00000 000	Fence Permit	1,000.00	1,460.00				
110 R 32701 000 000 00000 000	Sign Permit	1,600.00	1,030.00				
110 R 32702 000 000 00000 000	Land Disturbance Permit	2,000.00	6,240.00				
110 R 32703 000 000 00000 000	Accessory Permits	4,000.00	3,603.66				
110 R 32706 000 000 00000 000	Misc Permits	1,600.00	792.00				
110 R 32707 000 000 00000 000	Street Disturbance Permit	500.00	485.00				
110 R 32710 000 000 00000 000	TN One Call Fee	3,300.00	2,700.00				
		-	-				
Total Licenses and Permits					258,819.00		262,660.01
State Shared Revenue							
110 R 33320 000 000 00000 000	TVA Pymt in Lieu of Taxes	305,500.00	128,344.80				
110 R 33510 000 000 00000 000	State Sales Tax	1,160,000.00	632,705.40				
110 R 33520 000 000 00000 000	State Income Tax (Hall)	35,000.00	-				
110 R 33530 000 000 00000 000	TN Beer Tax	5,600.00	3,065.41				
110 R 33540 000 000 00000 000	TN Mixed Drink Tax	-	-				
110 R 33552 000 000 00000 000	TN City St & Trans Tax	24,500.00	12,338.71				
Total State Shared Revenue					1,530,600.00		776,454.32
Charges for Services							
110 R 34291 000 000 00000 000	Code Enforcement Charges	-	200.00				
110 R 34312 000 000 00000 000	Payment In Lieu Roads	-	54,536.70				
110 R 34725 000 000 00000 000	Concessions	2,000.00	-				
110 R 34739 000 000 00000 000	Club House Rental Fee	30,000.00	5,750.00				
110 R 34740 000 000 00000 000	Parks & Rec Rental Fee	2,000.00	152.50				
110 R 34741 000 000 00000 000	Developer Fees For Parkland	57,580.00	46,528.31				
110 R 34742 000 000 00000 000	Soccer Recreation Fees	100,000.00	604.00				
110 R 34743 000 000 00000 000	Youth Baseball Fees	10,000.00	-				
110 R 34744 000 000 00000 000	Youth Basketball Fees	40,000.00	21,100.00				

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
110 R 34746 000 000 00000 000	Adult Flag Football	$ 10,000.00	$	-			
110 R 34748 000 000 00000 000	Tennis Recreation Fees	10,000.00		2,017.00			
110 R 34749 000 000 00000 000	Adult Basketball	-		-			
110 R 34751 000 000 00000 000	Youth Football Fees	25,000.00		11,440.00			
110 R 34752 000 000 00000 000	Youth Cheerleading	30,000.00		8,043.00			
110 R 34754 000 000 00000 000	Lego Camp	-		-			
110 R 34755 000 000 00000 000	Recreation Camps	10,000.00		283.00			
Total Charges For Services					$ 326,580.00	$	150,654.51
Grant Revenue							
110 R 33460 000 000 00000 000	New Canada Rd (PIN 107036.00)	801,470.00		3,261.40			
110 R 36832 000 000 00000 000	Huff n Puff Rd (PIN 115470.00)	-		-			
110 R 36833 000 000 00000 000	Bike Ped Path Grant	978,860.00		637,736.29			
110 R 36834 000 000 00000 000	ADA Transition Plan	-		-			
110 R 33803 000 000 00000 000	Dog Park Dash Grant	-		-			
110 R 33110 000 000 00000 000	Grant Revenue for Zadie Kuehl	-		169,224.19			
110 R 33100 000 000 00000 000	LPRF Grant Revenue	499,681.00		-			
110 R 33700 000 000 00000 000	Local Grants	-		-			
110 R 33811 000 000 00000 000	TN Governor Grant Allocation	308,438.00		308,438.00			
110 R 33812 000 000 00000 000	CARES Act Grant	463,728.00		496,540.36			
110 R 33556 000 000 00000 000	DOL Reimbursement - Unempmnt	-		2,173.18			
110 R 36835 000 000 00000 000	Grant - Transp Plan Update	280,000.00		-			
110 R 33710 000 000 00000 000	Shelby County Grant Revenue	25,000.00		-			
Total Grant Revenue					3,357,177.00		1,617,373.42
Other Revenues and Other Financing Sources							
110 R 35101 000 000 00000 000	Restitution	-		-			
110 R 35110 000 000 00000 000	City Court Fines & Fees	1,500.00		1,750.00			
110 R 36100 000 000 00000 000	Interest Earned - Checking	7,000.00		4,597.05			
110 R 36101 000 000 00000 000	Interest From CDs	20,000.00		1,754.35			
110 R 36102 000 000 00000 000	Interest - LSS Restricted	-		97.94			
110 R 36330 000 000 00000 000	Sale of assets	-		-			
110 R 36335 000 000 00000 000	Insurance Reimbursements	4,500.00		-			
110 R 36900 000 000 00000 000	Misc Income/Admin Fees	1,000.00		478.00			
110 R 36901 000 000 00000 000	Donations/Lakeland Activities	3,000.00		2,370.00			
110 R 36904 000 000 00000 000	Senior Citizens Donations	5,000.00		75.00			
110 R 36906 000 000 00000 000	Parks Fundraisers	-		-			
110 R 36831 000 000 00000 000	TLDA Loan - Beverle Rivera	-		-			
110 R 36934 000 000 00000 000	Interim Financing Proceeds	-		-			
110 R 36935 000 000 00000 000	USDA Refi Proceeds - 2015 CON	-		14,794,500.00			
110 R 36968 000 000 00000 000	OFS - Transfer In from LSS	706,250.00		700,000.00			
Total Other Revenues and OFS					748,250.00		15,505,622.34
110 Revenue and Other Financing Sources Total		$ 12,669,300.00	$	22,607,029.19	12,669,300.00		22,607,029.19
General Government Expenditures							
110 E 41000 111 000 00000 000	GOV - Salary	114,444.00		71,747.54			
110 E 41000 121 000 00000 000	GOV - Regular Employee Wages	45,810.00		23,152.08			
110 E 41000 132 000 00000 000	GOV - Bonus Pay	38,107.00		63,188.60			
110 E 41000 141 000 00000 000	GOV - FICA (Employer's Share)	13,904.00		8,475.86			
110 E 41000 142 000 00000 000	GOV - Insurance	26,572.00		17,540.46			
110 E 41000 143 000 00000 000	GOV - Retirement	6,072.00		4,354.61			
110 E 41000 144 000 00000 000	GOV - HSA Retirement	-		2,641.01			
110 E 41000 146 000 00000 000	GOV - Work Comp	1,716.00		2,641.55			
110 E 41000 147 000 00000 000	GOV - Unemployment	-		-			
110 E 41000 147 000 00000 119	GOV - Unemployment - COVID	1,600.00		2,982.50			
110 E 41000 148 000 00000 000	GOV - Education/Training	5,000.00		1,304.00			
110 E 41000 149 000 00000 000	GOV - Uniforms	300.00		-			
110 E 41000 210 000 00000 000	GOV - Postage	7,000.00		3,637.30			
110 E 41000 220 000 00000 000	GOV - Printing	10,000.00		3,300.32			
110 E 41000 230 000 00000 000	GOV - Publicity/Dues	12,000.00		8,646.44			
110 E 41000 241 000 00000 000	GOV - Electric	16,000.00		7,669.62			
110 E 41000 242 000 00000 000	GOV - Water	1,000.00		1,152.64			
110 E 41000 244 000 00000 000	GOV - Gas/Propane	3,000.00		1,527.77			
110 E 41000 245 000 00000 000	GOV - Telephone	14,000.00		5,201.94			
110 E 41000 245 000 00000 019	GOV - TELEPHONE COVID-19	140.00		452.20			

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
110 E 41000 251 000 00000 000	GOV - Trustee Collection Fees	$ 22,000.00	$ 13,329.53				
110 E 41000 252 000 00000 000	GOV - Legal Services	100,000.00	66,817.40				
110 E 41000 252 000 00000 600	GOV - Legal Services - Bonds	15,000.00	-				
110 E 41000 252 000 00000 800	GOV Legal Services - COVID-19	17,140.00	24,060.00				
110 E 41000 253 000 00000 000	GOV - Accounting & Auditing Se	32,000.00	32,000.00				
110 E 41000 255 000 00000 000	GOV - Data Processing Services	120.00	89.55				
110 E 41000 256 000 00000 000	GOV - Consultant Services	-	-				
110 E 41000 257 000 00000 000	GOV - Property Tax Commission	95,000.00	64,266.17				
110 E 41000 259 000 00000 000	GOV - Other Professional Servi	15,000.00	6,000.00				
110 E 41000 261 000 00000 000	GOV - Repair & Maintenance Veh	1,500.00	-				
110 E 41000 266 000 00000 000	GOV - Repair & Maintenance Bui	57,000.00	8,699.42				
110 E 41000 267 000 00000 000	GOV - Repair & Maintenance Plu	3,000.00	1,125.00				
110 E 41000 280 000 00000 000	GOV - Travel	4,000.00	-				
110 E 41000 287 000 00000 000	GOV - Meals & Entertainment	5,000.00	866.67				
110 E 41000 290 000 00000 000	GOV - Contracted Service	105,000.00	39,343.76				
110 E 41000 291 000 00000 000	GOV - Ambulance Service	260,000.00	124,654.07				
110 E 41000 296 000 00000 000	GOV - Keep Lakeland Beautiful	8,000.00	422.70				
110 E 41000 299 000 00000 000	GOV - Contingency	12,280.00	696.33				
110 E 41000 310 000 00000 000	GOV - Office Supplies & Materi	8,345.00	4,762.50				
110 E 41000 320 000 00000 000	GOV - Operating Supplies	3,000.00	1,720.85				
110 E 41000 320 000 00000 019	GOV - Op Supplies - CARES	173.00	172.89				
110 E 41000 321 000 00000 000	GOV - Bank Charges	500.00	218.89				
110 E 41000 331 000 00000 000	GOV - Gas, Oil, Diesel	800.00	347.01				
110 E 41000 510 000 00000 000	GOV - Insurance	500.00	500.00				
110 E 41000 511 000 00000 000	GOV - Insurance On Buildings	12,212.00	12,212.00				
110 E 41000 513 000 00000 000	GOV - Liability	32,188.00	32,172.00				
110 E 41000 521 000 00000 000	GOV - Surety Bonds For Officia	10,000.00	700.00				
110 E 41000 720 000 00000 000	St Jude Dream Home	-	-				
110 E 41000 948 000 00000 000	GOV - Computer Upgrades	357.00	883.48				
Total General Goverenment Expenditures					$ 1,136,780.00	$ 665,676.66	
General Government Capital Outlays							
110 E 41000 944 000 00000 000	GEN GOV - HVAC Replacement	27,175.00	27,175.00				
Total General Gov Capital Outlays					27,175.00	27,175.00	
Municipal Court Expenditures							
110 E 41210 111 000 00000 000	CRT - Salary	3,000.00	2,750.00				
110 E 41210 121 000 00000 000	CRT - Regular Employee Wages	3,715.00	2,339.49				
110 E 41210 123 000 00000 000	CRT - Overtime Wages	26.00	1.79				
110 E 41210 141 000 00000 000	CRT - FICA (Employer's Share)	519.00	361.31				
110 E 41210 142 000 00000 000	CRT - Insurance	2,769.00	1,355.78				
110 E 41210 143 000 00000 000	CRT - Retirement	186.00	121.93				
110 E 41210 146 000 00000 000	CRT - Work Comp	7.00	3.40				
110 E 41210 148 000 00000 000	CRT - Education/Training	500.00	170.00				
110 E 41210 318 000 00000 000	CRT- Court Cost Fees	100.00	103.06				
110 E 41210 255 000 00000 000	CRT - Data Processing	1,000.00	463.47				
Total Municpal Court Expenditures					11,822.00	7,670.23	
Board and Commisioners							
110 E 41330 111 000 00000 000	BOC - Salary	25,200.00	16,800.00				
110 E 41330 141 000 00000 000	BOC - FICA (Employer's Share)	1,928.00	1,285.20				
110 E 41330 146 000 00000 000	BOC - Work Comp	40.00	19.45				
110 E 41330 951 000 00000 019	BOC - Furn/Fixt - COVID-19	17,408.00	17,407.79				
110 E 41330 148 000 00000 000	BOC - Education/Training	1,000.00	-				
Total Board and Commission Expenditures					45,576.00	35,512.44	
Finance							
110 E 41500 111 000 00000 000	FIN - Salary	85,686.00	53,846.66				
110 E 41500 121 000 00000 000	FIN - Regular Employee Wages	123,157.00	77,756.96				
110 E 41500 123 000 00000 000	FIN - Overtime Wages	870.00	191.71				
110 E 41500 141 000 00000 000	FIN - FICA (Employer's Share)	16,203.00	9,681.13				
110 E 41500 142 000 00000 000	FIN - Insurance	59,487.00	38,590.37				
110 E 41500 143 000 00000 000	FIN - Retirement	10,152.00	6,820.92				
110 E 41500 144 000 00000 000	FIN - Retirement HSA	-	1,092.00				
110 E 41500 146 000 00000 000	FIN - Work Comp	419.00	203.77				
110 E 41500 148 000 00000 000	FIN - Education/Training	2,500.00	216.65				

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
110 E 41500 220 000 00000 000	FIN - Printing	$ 1,600.00	$ 923.30				
110 E 41500 230 000 00000 000	FIN - Dues	600.00	560.00				
110 E 41500 245 000 00000 000	FIN - Telephone	720.00	480.00				
110 E 41500 245 000 00000 019	FIN - Telephone - CARES	140.00	180.20				
110 E 41500 259 000 00000 000	FIN - Other Prof Services	500.00	460.00				
110 E 41500 280 000 00000 000	FIN - Travel	1,500.00	352.17				
110 E 41500 287 000 00000 000	FIN - Meals & Entertainment	500.00	-				
110 E 41500 299 000 00000 000	FIN - Contingency	-	-				
110 E 41500 318 000 00000 000	FIN - Misc Expense	-	-				
Total Finance Expenditures					$ 304,034.00	$ 191,355.84	
GIS							
110 E 41711 111 000 00000 000	IS - Salary	80,000.00	50,757.04				
110 E 41711 141 000 00000 000	IS - FICA (Employer's Share)	8,476.00	5,285.01				
110 E 41711 142 000 00000 000	IS - Insurance	15,307.00	9,986.72				
110 E 41711 143 000 00000 000	IS - Retirement	3,504.00	2,316.34				
110 E 41711 144 000 00000 000	IS - HSA Retirement	-	1,864.62				
110 E 41711 146 000 00000 000	IS - Work Comp	221.00	107.48				
110 E 41711 148 000 00000 000	IS - Education/Training	1,500.00	-				
110 E 41711 235 000 00000 000	IS - Membership/Tuition	200.00	-				
110 E 41711 255 000 00000 000	IS - Data Processing Services	60,350.00	56,298.22				
110 E 41711 255 000 00000 019	IS - Data Processing - CARES	24,861.00	20,607.00				
110 E 41711 259 000 00000 000	IS - Other Professional Servi	45,900.00	18,337.00				
110 E 41711 280 000 00000 000	IS - Travel	2,750.00	-				
110 E 41711 287 000 00000 000	IS - Meals & Entertainment	450.00	-				
110 E 41711 121 000 00000 000	IS - Regular Employee Wages	30,000.00	18,807.77				
110 E 41711 245 000 00000 019	IS - Telephone - CARES	250.00	513.30				
110 E 41711 930 000 00000 019	IS - Other Imp - AV - CARES	70,202.00	70,201.57				
110 E 41711 948 000 00000 000	IS - Computer Upgrades	7,393.00	4,866.70				
110 E 41711 948 000 00000 019	IS - Comp Upgrades - CARES	17,099.00	16,771.22				
110 E 41711 320 000 00000 000	IS - Operating Supplies	700.00	159.67				
Total GIS Expenditures					369,163.00	276,879.66	
Engineering							
110 E 41670 111 000 00000 000	ENG - Salary	30,486.00	19,170.87				
110 E 41670 121 000 00000 000	ENG - Regular Employee Wages	17,687.00	11,456.42				
110 E 41670 122 000 00000 000	ENG - Temporary Employee Wages	15,763.00	10,004.17				
110 E 41670 123 000 00000 000	ENG - Overtime Wages	125.00	2.53				
110 E 41670 141 000 00000 000	ENG - FICA (Employer's Share)	4,950.00	3,202.93				
110 E 41670 142 000 00000 000	ENG - Insurance	7,677.00	4,370.51				
110 E 41670 143 000 00000 000	ENG - Retirement	3,196.00	1,632.42				
110 E 41670 144 000 00000 000	ENG - HSA RETIREMENT	-	710.49				
110 E 41670 146 000 00000 000	ENG - Work Comp	129.00	62.74				
110 E 41670 148 000 00000 000	ENG - Education/Training	2,000.00	685.00				
110 E 41670 230 000 00000 000	ENG - Publicity/Dues	1,000.00	524.25				
110 E 41670 245 000 00000 000	ENG - Telephone	1,294.00	480.00				
110 E 41670 245 000 00000 019	ENG - Telephone - CARES	286.00	693.50				
110 E 41670 254 000 00000 000	ENG - Arch/Eng/Landscape Serv	15,000.00	-				
110 E 41670 259 000 00000 000	ENG - Other Professional Servi	2,000.00	-				
110 E 41670 280 000 00000 000	ENG - Travel	2,500.00	-				
110 E 41670 287 000 00000 000	ENG - Meals & Entertainment	500.00	134.72				
110 E 41670 299 000 00000 000	ENG - Contingency	1,200.00	200.00				
110 E 41670 331 000 00000 000	ENG - Gas, Oil, Diesel	500.00	127.30				
110 E 41670 951 000 00000 019	ENG - Furn Fixt - CARES	1,300.00	1,277.10				
Total Engineering Expenditures					107,593.00	54,734.95	
Engineering Capital Outlays							
110 E 41670 771 000 00000 000	ENG - Huff N Puff Improvements	-	-				
110 E 41670 773 000 00000 000	ENG - New Canada Rd Improvemen	920,000.00	19,568.39				
110 E 41670 775 000 00000 000	ENG - Beverle Rivera Improveme	-	-				
110 E 41670 778 000 00000 000	ENG - Canada Rd Bike Ped Path	1,040,000.00	804,384.93				
110 E 41670 779 000 00000 000	ENG - I-40 Interchange Fence	-	-				
110 E 41670 781 000 00000 000	ENG - Transp Plan Update	350,000.00	-				
110 E 41670 780 000 00000 000	ENG - ADA Transition Plan	-	-				
Engineering Capital Subtotal					2,310,000.00	823,953.32	
Inspection							

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
110 E 41672 121 000 00000 000	INS - Regular Employee Wages	$ 95,038.00	$	52,374.46			
110 E 41672 123 000 00000 000	INS - Overtime Wages	1,528.00		1,958.81			
110 E 41672 141 000 00000 000	INS - FICA (Employer's Share)	7,479.00		4,262.26			
110 E 41672 142 000 00000 000	INS - Insurance	16,533.00		13,957.00			
110 E 41672 143 000 00000 000	INS - Retirement	4,368.00		2,711.89			
110 E 41672 144 000 00000 000	INS - HSA Retirement	-		582.33			
110 E 41672 146 000 00000 000	INS - Work Comp	4,102.00		1,749.91			
110 E 41672 148 000 00000 000	INS - Education/Training	1,000.00		198.34			
110 E 41672 245 000 00000 000	INS - Telephone	3,000.00		279.85			
110 E 41672 245 000 00000 019	INS - TELEPHONE-COVID-19	408.00		515.61			
110 E 41672 261 000 00000 000	INS - Repair & Maintenance Mot	5,000.00		1,831.01			
110 E 41672 280 000 00000 000	INS - Travel	300.00		-			
110 E 41672 299 000 00000 000	INS - Contingency	300.00		-			
110 E 41672 326 000 00000 000	INS - Uniforms	900.00		289.94			
110 E 41672 331 000 00000 000	INS - Gas, Oil, Diesel	3,500.00		2,020.94			
110 E 41672 341 000 00000 000	INS - Tools	1,000.00		223.72			
Total Inspection Expenditures					$ 144,456.00	$	82,956.07
Inspection Capital							
110 E 41672 944 000 00000 000	INS - Capital Outlay - Vehicle	-		-	-		-
Inspection Capital Subtotal							
Planning							
110 E 41700 111 000 00000 000	PLN - Salary	61,202.00		34,182.66			
110 E 41700 121 000 00000 000	PLN - Regular Employee Wages	39,976.00		24,893.53			
110 E 41700 123 000 00000 000	PLN - Overtime Wages	1,348.00		1,364.39			
110 E 41700 141 000 00000 000	PLN - FICA (Employer's Share)	7,921.00		4,680.00			
110 E 41700 142 000 00000 000	PLN - Insurance	23,300.00		10,456.91			
110 E 41700 143 000 00000 000	PLN - Retirement	5,660.00		3,696.63			
110 E 41700 144 000 00000 000	PLN - HSA Retirement	-		808.20			
110 E 41700 146 000 00000 000	PLN - Work Comp	204.00		99.21			
110 E 41700 148 000 00000 000	PLN - Education/Training	1,500.00		150.00			
110 E 41700 220 000 00000 000	PLN - Printing Binding	500.00		-			
110 E 41700 230 000 00000 000	PLN - Publicity/Dues	2,000.00		1,322.88			
110 E 41700 245 000 00000 000	PLN - Telephone	675.00		420.00			
110 E 41700 245 000 00000 019	PLN - Telephone - CARES	45.00		180.20			
110 E 41700 254 000 00000 000	PLN - Arch/Eng/Landscape Serv	-		-			
110 E 41700 259 000 00000 000	PLN - Other Professional Servi	60,000.00		25,195.06			
110 E 41700 280 000 00000 000	PLN - Travel	1,000.00		-			
110 E 41700 287 000 00000 000	PLN - Meals & Entertainment	500.00		-			
110 E 41700 310 000 00000 000	PLN - Office Supplies	500.00		-			
110 E 41700 331 000 00000 000	PLN - Gas, Oil, Diesel	-		-			
Total Planning Expenditures					206,331.00		107,449.67
Economic Development							
110 E 41701 111 000 00000 000	ECD - Salary	20,401.00		11,394.22			
110 E 41701 121 000 00000 000	ECD - Regular Employee Wages	11,557.00		8,297.76			
110 E 41701 123 000 00000 000	ECD - Overtime Wages	449.00		454.76			
110 E 41701 141 000 00000 000	ECD - FICA (Employer's Share)	2,503.00		1,489.59			
110 E 41701 142 000 00000 000	ECD - Insurance	8,670.00		3,485.47			
110 E 41701 143 000 00000 000	ECD - Retirement	1,887.00		1,182.23			
110 E 41701 144 000 00000 000	ECD - HSA Retirement	-		269.40			
110 E 41701 146 000 00000 000	ECD - Work Comp	64.00		31.12			
110 E 41701 148 000 00000 000	ECD - Education/Training	-		-			
110 E 41701 230 000 00000 000	ECD - Publicity/Dues	200.00		-			
110 E 41701 252 000 00000 000	ECD - Legal Services	20,000.00		-			
110 E 41701 259 000 00000 000	ECD - Other Professional Servi	37,000.00		21,000.00			
110 E 41701 299 000 00000 000	ECD - Contingency	-		-			
110 E 41701 724 000 00000 000	ECD - Chamber of Commerce	24,000.00		16,000.00			
Total Economic Development Expenditures					126,731.00		63,604.55
Economic Development Capital							
110 E 41701 739 000 00000 000	ECD - Gateway Signs Grant	-		-			
110 E 41701 740 000 00000 000	ECD - Economic Dev-Edge Grant	-		-			
Economic Development Capital subtotal					-		-
Code Enforcement							
110 E 41710 121 000 00000 000	CDE - Regular Employee Wages	37,086.00		23,860.99			

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
110 E 41710 123 000 00000 000	CDE - Overtime Wages	$ 262.00	$ 140.89				
110 E 41710 141 000 00000 000	CDE - FICA (Employer's Share)	2,886.00	1,715.11				
110 E 41710 142 000 00000 000	CDE - Insurance	15,307.00	9,912.32				
110 E 41710 143 000 00000 000	CDE - Retirement	1,854.00	1,285.27				
110 E 41710 144 000 00000 000	CDE - HSA Retirement	-	-				
110 E 41710 146 000 00000 000	CDE - Work Comp	75.00	36.47				
110 E 41710 148 000 00000 000	CDE - Education/Training	500.00	-				
110 E 41710 220 000 00000 000	CDE - Printing	-	-				
110 E 41710 245 000 00000 000	CDE - Telephone	599.00	160.02				
110 E 41710 235 000 00000 000	CDE - Memberships/Tuition	200.00	-				
110 E 41710 245 000 00000 019	CDE - Telephone - CARES	121.00	256.65				
110 E 41710 261 000 00000 000	CDE - Repair & Maintenance Mot	1,000.00	60.05				
110 E 41710 326 000 00000 000	CDE - Uniforms	300.00	-				
110 E 41710 331 000 00000 000	CDE - Gas, Oil, Diesel	1,600.00	858.47				
110 E 41710 341 000 00000 000	CDE - Tools	500.00	-				
Total Codes Enforcement Expenditures					$ 62,290.00	$	38,286.24
Public Works							
110 E 43000 111 000 00000 000	PW - Salary	70,000.00	36,347.58				
110 E 43000 121 000 00000 000	PW - Regular Employee Wages	231,752.00	118,731.02				
110 E 43000 122 000 00000 000	PW - Temporary Employee Wages	34,000.00	-				
110 E 43000 123 000 00000 000	PW - Overtime Wages	2,352.00	704.04				
110 E 43000 141 000 00000 000	PW - FICA (Employer's Share)	23,489.14	12,563.32				
110 E 43000 142 000 00000 000	PW - Insurance	74,514.00	24,532.41				
110 E 43000 143 000 00000 000	PW - Retirement	14,436.00	6,459.85				
110 E 43000 144 000 00000 000	PW - HSA Retirement	-	-				
110 E 43000 146 000 00000 000	PW - Work Comp	20,531.00	8,689.77				
110 E 43000 148 000 00000 000	PW - Education/Training	3,000.00	572.97				
110 E 43000 230 000 00000 000	PW - Publicity/Dues	500.00	390.00				
110 E 43000 241 000 00000 000	PW - Electric	3,750.00	2,257.00				
110 E 43000 245 000 00000 000	PW - Telephone	1,500.00	909.74				
110 E 43000 245 000 00000 019	PW - Telephone - CARES	1,556.00	1,912.12				
110 E 43000 254 000 00000 000	PW - Architectural, Engineerin	15,000.00	4,098.95				
110 E 43000 259 000 00000 000	PW - Other Professional Services	10,000.00	5,875.00				
110 E 43000 261 000 00000 000	PW - Repair & Maintenance Moto	9,250.00	6,392.37				
110 E 43000 280 000 00000 000	PW - Travel	2,000.00	-				
110 E 43000 287 000 00000 000	PW - Meals & Entertainment	1,000.00	-				
110 E 43000 290 000 00000 000	PW - Contracted Service	10,000.00	-				
110 E 43000 299 000 00000 000	PW - Contingency	302.00	-				
110 E 43000 326 000 00000 000	PW - Uniforms	3,500.00	2,020.65				
110 E 43000 331 000 00000 000	PW - Gas, Oil, Diesel	10,000.00	2,676.24				
110 E 43000 333 000 00000 000	PW - Other Equip Parts & Repai	9,140.00	8,923.35				
110 E 43000 341 000 00000 000	PW - Tools	18,000.00	6,871.02				
110 E 43000 344 000 00000 000	PW - Safety Supplies	4,000.00	2,389.52				
110 E 43000 906 000 00000 000	PW - Street Drainage Improveme	-	-				
110 E 43000 949 000 00000 000	PW - Sirens & Installation	7,500.00	1,512.23				
Total Public Works Expenditures					581,072.14		254,829.15
Senior Center							
110 E 44310 241 000 00000 000	SC - Electric	6,000.00	3,534.88				
110 E 44310 220 000 00000 000	SC - Printing	-	-				
110 E 44310 242 000 00000 000	SC - Water	2,750.00	1,848.57				
110 E 44310 244 000 00000 000	SC - Gas/Propane	350.00	224.80				
110 E 44310 245 000 00000 000	SC - Telephone	3,700.00	2,509.19				
110 E 44310 266 000 00000 000	SC - Repair & Maintenance Buil	20,000.00	-				
110 E 44310 287 000 00000 000	SC - Meals & Entertainment	7,500.00	784.28				
110 E 44310 290 000 00000 000	SC - Contracted Service	3,500.00	1,050.00				
110 E 44310 299 000 00000 000	SC - Contingency	1,000.00	-				
110 E 44310 300 000 00000 000	SC - Office Supplies & Materia	750.00	-				
110 E 44310 320 000 00000 000	SC - Operating Supplies	2,000.00	57.52				
Total Senior Center Expenditures					47,550.00		10,009.24
Recreation							
110 E 44400 462 000 00000 000	REC - Youth Soccer	53,305.00	2,377.97				
110 E 44400 461 000 00000 000	REC - Summer Activities	-	-				
110 E 44400 478 000 00000 000	REC - Youth Olympics	-	-				

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
110 E 44400 464 000 00000 000	REC - Youth Basketball Expense	$ 40,000.00	$ 12,431.79				
110 E 44400 465 000 00000 000	REC - Youth Cheerleading	26,000.00	12,495.86				
110 E 44400 466 000 00000 000	REC - Youth T-Ball	10,000.00	-				
110 E 44400 467 000 00000 000	REC - Youth Tennis	6,000.00	1,886.05				
110 E 44400 472 000 00000 000	REC - Adult Flag Football	10,000.00	-				
110 E 44400 473 000 00000 000	REC - Adult Basketball	-	-				
110 E 44400 475 000 00000 000	REC - Youth Football	25,000.00	19,718.00				
110 E 44400 476 000 00000 000	REC - Recreation Camps	10,000.00	-				
110 E 44400 477 000 00000 000	REC - Concessions	2,000.00	-				
110 E 44400 479 000 00000 000	REC - Lego Camp	-	-				
Total Recreation Expenditures					$ 182,305.00	$	48,909.67
IH Clubhouse							
110 E 44421 241 000 00000 000	IHC - Electric	6,000.00	3,534.88				
110 E 44421 455 000 00000 000	IHC - Landscaping	-	-				
110 E 44421 242 000 00000 000	IHC - Water	3,500.00	1,848.57				
110 E 44421 244 000 00000 000	IHC - Gas/Propane	350.00	224.80				
110 E 44421 245 000 00000 000	IHC - Telephone	800.00	541.60				
110 E 44421 259 000 00000 000	IHC - Other Professional Servi	-	-				
110 E 44421 266 000 00000 000	IHC - Repair & Maintenance Bui	24,233.58	9,263.29				
110 E 44421 290 000 00000 000	IHC - Contracted Service	3,000.00	1,857.44				
110 E 44421 299 000 00000 000	IHC - Contingency	2,000.00	-				
110 E 44421 320 000 00000 000	IHC - Operating Supplies	2,000.00	187.86				
110 E 44421 951 000 00000 000	IHC - Furniture/Fixtures	10,000.00	-				
Total Clubhouse Expenditures					51,883.58		17,458.44
Parks Administration							
110 E 44710 111 000 00000 000	PRK - Salary	80,000.00	49,359.39				
110 E 44710 121 000 00000 000	PRK - Regular Employee Wages	118,619.00	49,989.79				
110 E 44710 122 000 00000 000	PRK -Temporary Employee Wages	-	-				
110 E 44710 123 000 00000 000	PRK - Overtime Wages	764.00	942.69				
110 E 44710 141 000 00000 000	PRK - FICA (Employer's Share)	15,405.00	7,688.93				
110 E 44710 142 000 00000 000	PRK - Insurance	50,369.00	28,933.98				
110 E 44710 143 000 00000 000	PRK - Retirement	9,930.00	5,192.76				
110 E 44710 144 000 00000 000	PRK - HSA RETIREMENT	-	935.04				
110 E 44710 146 000 00000 000	PRK - Work Comp	5,380.00	2,266.44				
110 E 44710 148 000 00000 000	PRK - Education/Training	4,000.00	1,344.00				
110 E 44710 220 000 00000 000	PRK - Printing	-	-				
110 E 44710 230 000 00000 000	PRK - Publicity/Dues	925.00	350.00				
110 E 44710 245 000 00000 000	PRK - Telephone	2,040.00	960.00				
110 E 44710 245 000 00000 019	PRK - Telephone - CARES	140.00	256.65				
110 E 44710 452 000 00000 000	PRK - Gravel & Sand	5,000.00	-				
110 E 44710 254 000 00000 000	PRK - Architectural, Engineeri	-	-				
110 E 44710 280 000 00000 000	PRK - Travel	6,500.00	-				
110 E 44710 287 000 00000 000	PRK - Meals & Entertainment	1,600.00	-				
110 E 44710 290 000 00000 000	PRK - Contracted Service	3,000.00	600.00				
110 E 44710 299 000 00000 000	PRK - Contingency	3,000.00	-				
110 E 44710 320 000 00000 000	PRK - Operating Supplies	1,700.00	-				
110 E 44710 320 000 00000 019	PRK - Op Supplies - CARES	1,800.00	1,703.00				
110 E 44710 325 000 00000 119	PRK - Concerts	-	-				
110 E 44710 325 000 00000 110	PRK - Halloween Fest	-	-				
110 E 44710 325 000 00000 114	PRK - Christmas Fest	-	-				
110 E 44710 325 000 00000 118	PRK - Fishing Rodeo	-	-				
110 E 44710 325 110 00000 000	PRK - Halloween Fest	3,500.00	631.96				
110 E 44710 325 112 00000 000	PRK - IH Stage Opening	-	-				
110 E 44710 325 114 00000 000	PRK - Christmas Fest	2,500.00	1,851.14				
110 E 44710 325 118 00000 000	PRK - Fishing Rodeo	5,000.00	-				
110 E 44710 325 119 00000 000	PRK - Concerts	22,000.00	4,329.27				
110 E 44710 326 000 00000 000	PRK - Uniforms	300.00	35.46				
110 E 44710 333 000 00000 000	PRK - Other Equip Parts & Repa	5,500.00	1,356.50				
110 E 44710 341 000 00000 000	PRK - Tools	2,500.00	-				
110 E 44710 342 000 00000 000	PRK - Sign Parts & Supplies	2,000.00	767.24				
110 E 44710 455 000 00000 000	PRK - Landscaping	9,500.00	1,378.25				
110 E 44710 461 000 00000 000	PRK - Park Maintenance	45,815.00	8,262.75				
Total Parks Administration					408,787.00		169,135.24

CITY OF LAKELAND

GENERAL FUND - OPERATING STATEMENT

FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
Parks Capital							
110 E 44710 781 000 00000 000	PRK - Zadie Kuehl Park Improvements	$ 200,000.00	$ 169,659.19				
110 E 44710 923 000 00000 000	PRK - Park Development	310,000.00	8,670.49				
110 E 44710 924 000 00000 000	Dog Park Project	325,000.00	324,296.94				
110 E 44710 937 000 00000 000	PRK - Athletic Complex	1,062,000.00	20,656.97				
110 E 44710 969 000 00000 000	PRK - Hwy 70 Athletic Fields	1,207,825.00	17,305.57				
Total Parks Capital Expenditures					$ 3,104,825.00	$ 540,589.16	
Transfers Out							
110 E 51621 765 000 00000 000	Operating Trans To State Stree	1,094,689.80	29,500.00				
110 E 51623 762 000 00000 000	Operating Trans To Education F	787,655.00	783,255.00				
110 E 51630 690 000 00000 000	Operating Transfer To Debt Ser	3,584,333.00	15,601,869.91				
110 E 51923 762 000 00000 000	Capital Trans to LSS	-	67,050.00				
Total Transfers out					5,466,677.80	16,481,674.91	
110 Expenditures and Other Financing Uses Total		$ 14,695,051.52	$ 19,897,860.44		14,695,051.52	19,897,860.44	
Net Change in Fund Balance					$ (2,025,751.52)	$ 2,709,168.75	

CITY OF
LAKELAND
TENNESSEE

Financial Reports

State Street Aid

February 28, 2021

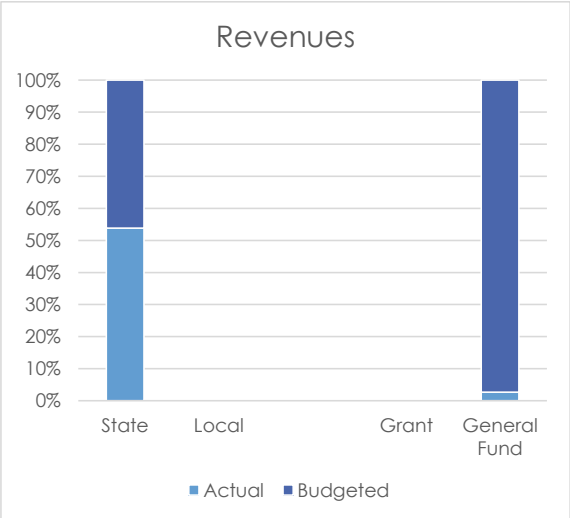
STATE STREET AID FUND
BALANCE SHEET
FEBRUARY 28, 2021

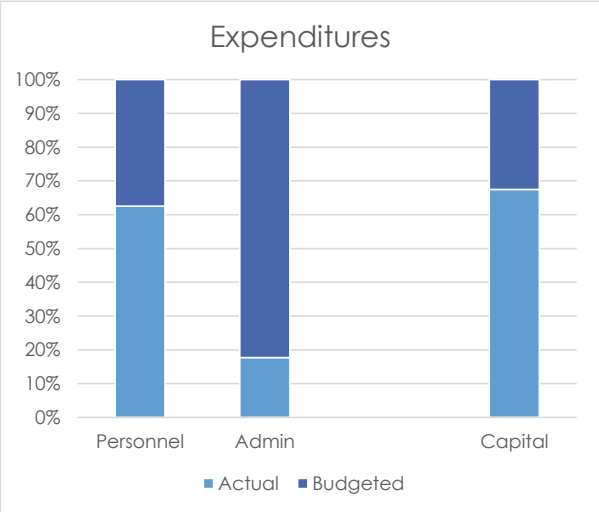
Assets		
State Street Aid Checking Acct	$	907
Due from Other Governments		-
Total Assets	**$**	**907**
Liabilities and Fund Balances		
Accounts Payable	$	-
Accrued Liabilities		377
Due to General Fund		-
Fund Balance - Unappropriated		530
Total Liabilities and Fund Balances	**$**	**907**

STATE STREET AID
STATEMENT OF REVENUES AND EXPENSES
FEBRUARY 28, 2021

	Prior YTD 02/28/20	Current YTD 02/28/21	Budget FY 2021
REVENUES:			
State shared revenue	$ 236,280	$ 225,137	$ 418,230
Local Revenue	-	-	-
Grant Revenue	-	-	-
Other revenue	-	-	-
Total revenues	236,280	225,137	418,230
EXPENDITURES:			
Personnel expenses	(133,907)	(135,677)	(216,908)
Public works	(116,594)	(167,913)	(947,263)
Capital projects	(11,432)	(244,839)	(362,618)
Total expenditures	(261,933)	(548,429)	(1,526,789)
Net excess (deficiency) of revenues over expenditures	(25,653)	(323,292)	(1,108,559)
OTHER FINANCING SOURCES (USES):			
Transfers in	-	29,500	1,094,690
Transfers out	-	-	-
Total other financing sources (uses):	-	29,500	1,094,690
Net change in fund balance	(25,653)	(293,792)	(13,869)
Fund balance - beginning of year	299,994	294,322 *	294,322 *
Fund balance - Feb 28	$ 274,341	$ 530	$ 280,453

*Unaudited





CITY OF LAKELAND
STATE STREET AID FUND - OPERATING STATEMENT
FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
State Shared Revenues							
121 R 33191 000 000 00000 000	TEMA/WIND STORM 2017	$ -	$ -				
121 R 33551 000 000 00000 000	TN Gas/Fuel Tax	213,750.00		115,571.80			
121 R 33553 000 000 00000 000	State Gasoline Inspection Fee	33,930.00		18,030.24			
121 R 33554 000 000 00000 000	State Emergency Street Fund	62,550.00		33,408.81			
121 R 33555 000 000 00000 000	TN Gas Improve Tax	108,000.00		58,126.46			
121 R 33593 000 000 00000 000	Excise Tax	-		-			
Total State Shared Revenue					$ 418,230.00	$	225,137.31
Grant Revenues							
121 R 33812 000 000 00000 000	CARES Act Grant	-		-			
Total Grant Revenue					-		-
Transfers In							
121 R 37950 000 000 00000 000	Transfer In from General Fund	1,094,689.80		29,500.00			
Total Transfers In					1,094,689.80		29,500.00
121 Revenue and Other Financing Sources Total		$ 1,512,919.80	$	254,637.31	1,512,919.80		254,637.31
Personnel Expenditures							
121 E 43100 121 000 00000 000	STR - Regular Employee Wages	142,799.00		89,099.84			
121 E 43100 123 000 00000 000	STR - Overtime Wages	1,461.00		977.58			
121 E 43100 132 000 00000 000	STR - Bonus Pay	-		-			
121 E 43100 141 000 00000 000	STR - FICA (Employer's Share)	11,144.00		7,318.77			
121 E 43100 142 000 00000 000	STR - Insurance	39,902.00		25,254.54			
121 E 43100 143 000 00000 000	STR - Retirement	6,648.00		4,485.39			
121 E 43100 144 000 00000 000	STR - HSA Retirement	-		2,532.52			
121 E 43100 146 000 00000 000	STR - Work Comp	12,054.00		5,127.18			
121 E 43100 148 000 00000 000	STR - Education/Training	1,200.00		-			
121 E 43100 149 000 00000 000	STR - Uniforms	1,700.00		881.61			
Total Personnel Expenditures					216,908.00		135,677.43
G&A Expenditures							
121 E 43100 230 000 00000 000	STR - Publicity/Dues/Membershi	1,200.00		940.00			
121 E 43100 245 000 00000 000	STR - Telephone	1,040.00		304.87			
121 E 43100 245 000 00000 019	STR - TELEPHONE-COVID-19	1,048.00		1,313.34			
121 E 43100 259 000 00000 000	STR - Other Professional Servi	6,000.00		34.00			
121 E 43100 261 000 00000 000	STR - Repair & Maintenance Mot	11,350.00		5,258.73			
121 E 43100 264 000 00000 000	STR - Traffic Control Lights	5,000.00		4,299.90			
121 E 43100 268 000 00000 000	STR - Repair & Maintenance Roa	800,000.00		101,496.97			
121 E 43100 280 000 00000 000	STR - Travel	500.00		-			
121 E 43100 287 000 00000 000	STR - Meals & Entertainment	1,000.00		-			
121 E 43100 299 000 00000 000	STR - Contingency	725.00		279.98			
121 E 43100 320 000 00000 000	STR - Operating Supplies	5,000.00		1,048.46			
121 E 43100 331 000 00000 000	STR - Gas, Oil, Diesel	18,000.00		6,961.51			
121 E 43100 333 000 00000 000	STR - Other Equip Parts & Repa	9,000.00		8,884.47			
121 E 43100 341 000 00000 000	STR - Tools	5,500.00		3,233.16			
121 E 43100 342 000 00000 000	STR - Sign Parts & Supplies	15,000.00		12,817.14			
121 E 43100 344 000 00000 000	STR - Safety Supplies	300.00		47.94			
121 E 43100 410 000 00000 000	STR - Concrete / Clay	3,000.00		-			
121 E 43100 452 000 00000 000	STR - Gravel & Sand	15,000.00		521.66			
121 E 43100 471 000 00000 000	STR - Asphalt & Asphalt Filler	40,000.00		7,072.40			
121 E 43100 533 000 00000 000	STR - Machinery & Equip Rental	8,600.00		13,398.00			
Total G&A Expenditures					947,263.00		167,912.53
Capital Projects							
121 E 43100 940 000 00000 000	STR - New Capital Light Equipm	14,400.00		14,069.12			
121 E 43160 241 000 00000 000	Street Lighting - Electric	20,000.00		11,577.53			
121 E 43100 941 000 00000 000	STR - HEAVY EQUIPMENT	119,825.00		86,869.00			
121 E 52115 920 000 00000 000	Building Improvements	208,392.80		132,323.29			
Total Capital Projects Expenditures					362,617.80		244,838.94
121 Expenditures Total		$ 1,526,788.80	$	548,428.90	1,526,788.80		548,428.90
Net Change in Fund Balance					$ (13,869.00)	$	(293,791.59)

CITY OF
LAKELAND
TENNESSEE

Financial Reports

Debt Service

February 28, 2021

City of Lakeland

Debt Service Fund - BALANCE SHEET

February 28, 2021

Assets	Debt Service Fund
Debt Service Fund Cash Acct	$ 43
Due from Other Funds	-
Total Assets	$ 43

Liabilities and Fund Balances	
Due to General Fund	$ -
Fund Balance	43
Total Liabilities and Fund Balances	$ 43

City of Lakeland

Debt Service Fund

Statement of Revenues, Expenditures, and Changes in Fund Balance

February 28, 2021

	YTD 02/28/21	Budget FY 2021
Revenues:		
Interest	$ -	$ -
Total Revenues	-	-
Expenditures:		
Principal	(14,446,664)	(2,085,660)
Interest	(1,105,108)	(1,466,973)
Dues and Fees	(50,098)	(31,700)
Total Expenditures	(15,601,870)	(3,584,333)
Net excess (deficiency) of revenues over expenditures	(15,601,870)	(3,584,333)
Other Financing Sources (Uses):		
Transfers In	15,601,870	3,584,333
Transfers Out	-	-
Total Other Financing Sources (Uses)	15,601,870	3,584,333
Net Change in Fund Balance	$ -	$ -

City of Lakeland

Debt Service Fund - Operating Statement

February 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
Revenues							
210 R 36100 000 000 00000 000	Interest Earned - Checking	$ -	$	0.14			
210 R 37950 000 000 00000 000	Transfer In from General Fund	3,584,333.00		15,601,869.91			
210 Revenue Total		$ 3,584,333.00	$	15,601,870.05	$ 3,584,333.00	$	15,601,870.05
210 E 49200 621 000 00000 000	Principal - TMBF #50236	215,000.00		-			
210 E 49200 622 000 00000 000	Principal - TMBF #50538	223,000.00		-			
210 E 49200 623 000 00000 000	Principal -TLDA Beverle Rivera	62,988.00		41,992.00			
210 E 49200 624 000 00000 000	Principal - Shelby County	54,672.00		54,672.00			
210 E 49200 625 000 00000 000	Principal - 20M CONs, 2015	1,530,000.00		14,350,000.00			
210 E 49200 628 000 00000 000	Principal - 2019 CON	-		-			
Total Principal					2,085,660.00		14,446,664.00
210 E 49400 641 000 00000 000	Interest - 2004 TMBF #50236	11,108.00		1,056.81			
210 E 49400 642 000 00000 000	Interest - 2008 TMBF #50538	54,369.00		4,469.28			
210 E 49400 643 000 00000 000	Interest - TLDA Beverle Rivera	26,556.00		17,704.00			
210 E 49400 644 000 00000 000	Interest - Shelby County Schoo	1,665.00		1,665.00			
210 E 49400 645 000 00000 000	Interest - 20M CONs, Series 20	699,025.00		686,900.00			
210 E 49400 648 000 00000 000	Interest - 2019 CON	674,250.00		393,312.50			
Total Interest					1,466,973.00		1,105,107.59
210 E 49500 691 000 00000 000	Loan Fees - 2004 TMBF #50236	6,500.00		3,197.34			
210 E 49500 692 000 00000 000	Loan Fees - 2008 TMBF #50538	20,000.00		11,380.98			
210 E 49500 693 000 00000 000	Loan Fees - TLDA Beverle River	1,600.00		1,120.00			
210 E 49500 694 000 00000 000	COI - BAN Series 2019	-		-			
210 E 49500 694 015 00000 000	COI - CON 2015 Refi- USDA	-		34,000.00			
210 E 49500 696 000 00000 000	Loan Fees - BAN Series 2019	2,400.00		-			
210 E 49500 695 000 00000 000	Loan Fees - CON Series 2015	1,200.00		400.00			
Total Fees					31,700.00		50,098.32
210 Expenditures Total		$ 3,584,333.00	$	15,601,869.91	3,584,333.00		15,601,869.91
Net Change in Fund Balance					$ -	$	0.14

CITY OF
LAKELAND
TENNESSEE

Financial Reports

Sewer Fund

February 28, 2021

City of Lakeland, TN
Sewer Fund
Statement of Net Position
February 28, 2021

ASSETS		
Current assets:		
Cash and cash equivalents	$	2,692,676
Receivables		
Accounts		-
Interest		1,721
Due from other governments		-
Total current assets		2,694,397
Capital assets:		
Capital assets, not being depreciated		611,770
Capital assets, being depreciated - net		13,209,618
Total capital assets		13,821,388
Net pension asset		2,817
Total assets		16,518,602
DEFERRED OUTFLOWS OF RESOURCES		
Deferred Outflows Related to Pensions		20,527
LIABILITIES		
Current liabilities:		
Accounts payable and accrued expenses		17,802
Current portion of notes payable		588,000
Total current liabilities		605,802
Noncurrent liabilities:		
Net pension liability		-
Notes payable, net of current portion		3,313,000
Total liabilities		3,918,802
DEFERRED INFLOWS OF RESOURCES		
Deferred Inflows Related to Pensions		14,098
NET POSITION		
Net investment in capital assets		9,920,388
Unrestricted		2,685,841
Total net position	$	12,606,229

City of Lakeland, Tennessee

Sewer Fund

Statement of Revenues, Expenses, and Changes in Net Position

February 28, 2021

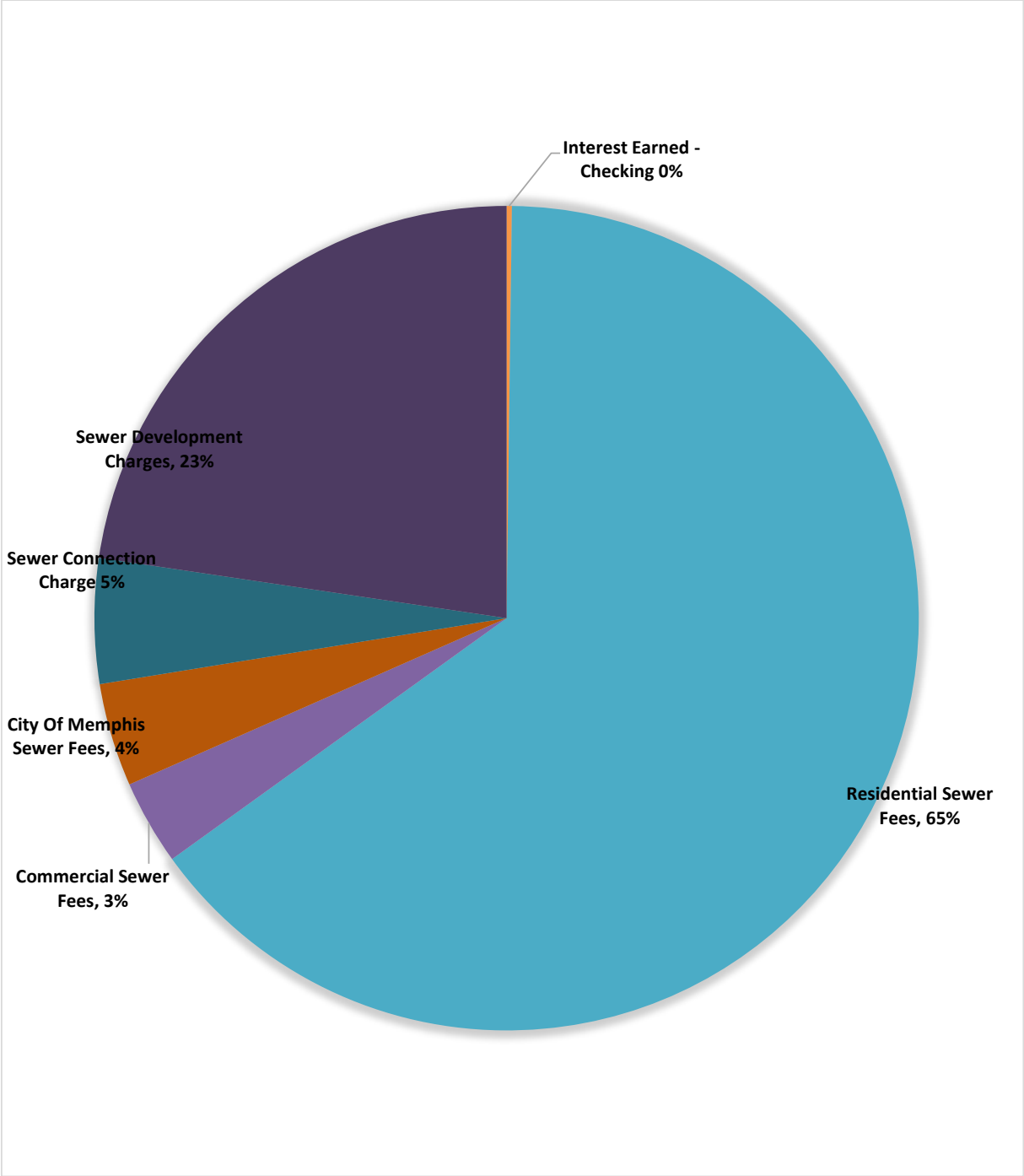
	Prior YTD 02/28/20	Current YTD 02/28/21	Plan FY 2021
Operating revenues:			
Sewer service fee	$ 895,504	$ 800,446	$ 1,537,200
Service connection fees	748,087	305,400	407,900
Operating grants	-	-	-
Total operating revenues	1,643,591	1,105,846	1,945,100
Operating expenses:			
Personnel expenses	(195,923)	(219,423)	(357,044)
General and administrative	(259,254)	(236,836)	(401,364)
Depreciation	(337,113)	(340,000)	(510,000)
Total operating expenses	(792,290)	(796,259)	(1,268,408)
Operating Income (Loss)	851,301	309,587	676,692
Nonoperating revenues (expenses):			
Interest income	11,008	2,289	20,000
Interest and agent Fee expense	(59,973)	(22,261)	(141,644)
Total non-operating expenses	(48,965)	(19,972)	(121,644)
Change in net position *	802,336	289,615	555,048
Net position - beginning of year	11,376,114	12,316,614	12,316,614
Net position - Feb-28	$ 12,178,450	$ 12,606,229	$ 12,871,662

* - Excludes contributed capital in the FY 2021 Plan amount.

Capital activity:			
Grant proceeds	$ -	$ -	$ -
Capital expenditures	(131,532)	(318,625)	(6,000,000)
Capital income (loss):	$ (131,532)	$ (318,625)	$ (6,000,000)

City of Lakeland, TN

Sewer Fund Report: 02/28/2021
Revenue Composition



City of Lakeland, Tennessee
Sewer Fund
Statement of Cash Flows
February 28, 2021

	Current YTD 02/28/21
Cash flows from operating activities:	
Receipts from customers and users	$ 1,244,238
Payments to suppliers/operating costs	(513,946)
Net cash provided by operating activities	730,292
Cash flows from capital and related financing activities:	
Acquisition and construction of capital assets	(318,625)
Interest paid on capital debt	(22,261)
Net cash used by capital and related financing activities	(340,886)
Cash flows from investing activities:	
Interest income received	2,289
Net increase (decrease) in cash and cash equivalents	391,695
Cash and cash equivalents - beginning of year	2,300,981
Cash and cash equivalents - Feb-28	$ 2,692,676

City of Lakeland, TN

Sewer Fund

Balance Sheet

February 28, 2021

Assets

11212	Sewer Fund Checking Acct	$	1,703,798
12122	Money Market - First Citizens Bank		427,856
12126	CD - First Citizens Bank		116,167
12129	CD - First Citizens Bank		444,855
13600	Accumulated Depreciation		(7,295,439)
13900	Interest Receivable		1,721
16100	Land		75,360
17600	Prepaid Loan Cost TML Bond		77,000
17620	Accumulated Amortization Prepaid Loan		(77,000)
18249	Sewer Improvements		2,152,375
18250	Subdivision Additions		7,194,966
18251	Vehicle		75,687
18252	Equipment		484,305
18253	Construction in Progress		536,410
18254	Tank/Pump Truck		119,830
18255	Wastewater Treatment Plant		10,499,269
19000	Net Pension Asset		2,817
19010	Def Outflows - Actuarial Exper		14,522
19020	Def Outflows - Contr after msm		4,157
19023	Def Outflows - Chg in Assumpti		1,848
	Total Assets	$	16,560,504

Liabilities, Reserves, and Fund Balances

21120	Accounts Payable	$	-
21224	Accrued Payroll & Vacation		17,799
21299	Employee Phone Payable		4
23221	Note Payable - TML Bond Fund - WWTP		3,901,000
23900	Deferred Inflows - Investments		2,326
23901	Def Inflows - Actuarial Experi		11,772
27100	Fund Balance - Unappropriated		12,627,603
	Total Liabilities, Reserves, Fund Balances	$	16,560,504

CITY OF LAKELAND
SEWER FUND - OPERATING STATEMENT
FEBRUARY 28, 2021

		Line Item Detail		Category	
		FY 2021 BUDGET	YTD 02/28/21	FY 2021 BUDGET	YTD 02/28/21
Interest					
412 R 36100 000 000 00000 000	Interest Earned - Checking	$ 20,000.00	$ 2,288.95		
Total Interest				$ 20,000.00	$ 2,288.95
Sewer Service Fees					
412 R 37230 000 000 00000 000	Residential Sewer Fees	1,363,900.00	718,739.70		
412 R 37231 000 000 00000 000	Commercial Sewer Fees	77,500.00	36,850.96		
412 R 37232 000 000 00000 000	City Of Memphis Sewer Fees	95,800.00	44,855.08		
Total Sewer Service Fees				1,537,200.00	800,445.74
Sewer Charges					
412 R 37233 000 000 00000 000	Sewer Connection Charge	113,400.00	54,300.00		
412 R 37298 000 000 00000 000	Sewer Development Charges	294,500.00	251,100.00		
Total Sewer Charges				407,900.00	305,400.00
Operating Grants					
412 R 33812 000 000 00000 000	CARES Act Grant	-	-		
Total Operating Grants				-	-
412 Revenue Total		$ 1,965,100.00	$ 1,108,134.69	1,965,100.00	1,108,134.69
Personnel Expenses					
412 E 43250 111 000 00000 000	SEW - Salaries - Permanent	94,271.00	60,516.93		
412 E 43250 121 000 00000 000	SEW - Regular Employee	140,342.00	88,430.85		
412 E 43250 122 000 00000 000	SEW - Temporary Wages	5,000.00	7,933.91		
412 E 43250 123 000 00000 000	SEW - Overtime Wages	1,232.00	2.45		
412 E 43250 132 000 00000 000	SEW - Bonus Pay	-	-		
412 E 43250 141 000 00000 000	SEW - FICA (Employer's Share)	18,607.00	12,237.56		
412 E 43250 142 000 00000 000	SEW - Insurance	72,939.00	33,074.03		
412 E 43250 143 000 00000 000	SEW - Retirement	11,579.00	7,665.78		
412 E 43250 144 000 00000 000	SEW - HSA Retirement	-	4,618.93		
412 E 43250 146 000 00000 000	SEW - Workmen's	8,574.00	3,644.76		
412 E 43250 148 000 00000 000	SEW - Education/Training	2,500.00	425.00		
412 E 43250 149 000 00000 000	SEW - Uniforms	2,000.00	873.26		
Total Personnel Expenses				357,044.00	219,423.46
Administrative Expenses					
412 E 43250 220 000 00000 000	SEW - Printing	500.00	-		
412 E 43250 230 000 00000 000	SEW - Publicity/Dues	2,000.00	2,000.00		
412 E 43250 232 000 00000 000	SEW - Environmental Protection	5,000.00	4,940.00		
412 E 43250 241 000 00000 000	SEW - Electric	128,000.00	82,922.38		
412 E 43250 242 000 00000 000	SEW - Water	-	-		
412 E 43250 244 000 00000 000	SEW - Gas/Propane	800.00	701.35		
412 E 43250 245 000 00000 000	SEW - Telephone	15,000.00	6,836.95		
412 E 43250 245 000 00000 019	SEW - PHONE-COVID-19	408.00	538.77		
412 E 43250 251 000 00000 000	SEW - MLGW Collection Fee	30,000.00	16,020.31		
412 E 43250 252 000 00000 000	SEW - Legal Services	4,280.00	6,595.70		
412 E 43250 253 000 00000 000	SEW - Accounting & Auditing	8,800.00	8,000.00		
412 E 43250 254 000 00000 000	SEW - Arch/Eng/Landscaping	8,000.00	-		
412 E 43250 259 000 00000 000	SEW - Other Professional	29,720.00	17,819.83		
412 E 43250 261 000 00000 000	SEW - Repair & Maintenance	4,000.00	2,099.20		
412 E 43250 266 000 00000 000	SEW - Repair & Maintenance	2,000.00	232.50		
412 E 43250 280 000 00000 000	SEW - Travel	2,500.00	-		
412 E 43250 287 000 00000 000	SEW - Meals & Entertainment	1,000.00	-		
412 E 43250 290 000 00000 000	SEW - Contracted Service	30,000.00	10,536.28		
412 E 43250 310 000 00000 000	SEW - Office Supplies &	3,000.00	475.00		
412 E 43250 322 000 00000 000	SEW - Chemical, Laboratory,	10,000.00	3,989.40		
412 E 43250 331 000 00000 000	SEW - Gas, Oil, Diesel	10,000.00	2,702.62		
412 E 43250 333 000 00000 000	SEW - Other Equipment Parts	50,000.00	31,039.32		
412 E 43250 341 000 00000 000	SEW - Tools	2,000.00	-		
412 E 43250 452 000 00000 000	SEW - Gravel & Sand	5,000.00	-		
412 E 43250 454 000 00000 000	SEW - Sewer Line Materials	3,000.00	966.07		
412 E 43250 511 000 00000 000	SEW - Insurance On Buildings	33,356.00	33,356.00		

CITY OF LAKELAND
SEWER FUND - OPERATING STATEMENT
FEBRUARY 28, 2021

		Line Item Detail		Category	
		FY 2021 BUDGET	YTD 02/28/21	FY 2021 BUDGET	YTD 02/28/21
412 E 43250 513 000 00000 000	SEW - Liability	$ 6,000.00	$ 5,064.00		
412 E 43250 515 000 00000 000	SEW - Professional Liability	2,000.00	-		
412 E 43250 533 000 00000 000	SEW - Machinery & Equipment Rental	5,000.00	-		
Total Administrative Expenses				$ 401,364.00	$ 236,835.68
Interest and Fees					
412 E 43250 611 000 00000 000	SEW - Interest On Long Term	111,644.00	6,334.60		
412 E 43250 614 000 00000 000	SEW - Fees (Tml Bond	30,000.00	15,926.46		
Total Interest and Fees				141,644.00	22,261.06
Depreciation					
412 E 43250 950 000 00000 000	SEW - Depreciation Expense	510,000.00	-		
Total Depreciation Expense				510,000.00	-
Capital Outlays					
412 E 43250 941 000 00000 000	SEW - HEAVY EQUIPMENT	400,000.00	-		
412 E 43250 953 000 00000 000	SEW - Improvements Other	150,000.00	927.75		
412 E 43250 954 000 00000 000	SEW - Light Equipment	100,000.00	78,191.28		
412 E 43250 957 000 00000 000	SEW - Oliver Creek Interceptor	5,000,000.00	117,916.22		
412 E 43250 957 410 00000 000	Clear Creek Interceptor	-	-		
412 E 43250 958 000 00000 000	SEW - Oliver Creek Interceptor	350,000.00	121,590.00		
Total Capital Outlays				6,000,000.00	318,625.25
412 Expense Total		$ 6,660,052.00	$ 675,555.45	7,410,052.00	797,145.45
Revenues Over (Under) Expenses				(5,444,952.00)	310,989.24
Reconciliation to Change in Net Position:					
Add: Capital Outlays				6,000,000.00	318,625.25
Less: Depreciation				-	(340,000.00)
Change in Net Position				$ 555,048.00	$ 289,614.49

CITY OF
LAKELAND
TENNESSEE

Financial Reports

Storm Water Fund

February 28, 2021

STORM WATER FUND

BALANCE SHEET

FEBRUARY 28, 2021

Assets		
Storm Water Fund Cash Acct	$	233,180
Total Assets	$	233,180

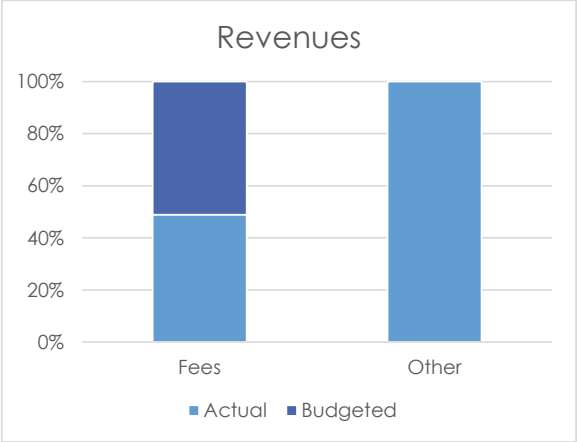
Liabilities and Fund Balances		
Accounts Payable	$	-
Fund Balance - Unappropriated		233,180
Total Liabilities and Fund Balances	$	233,180

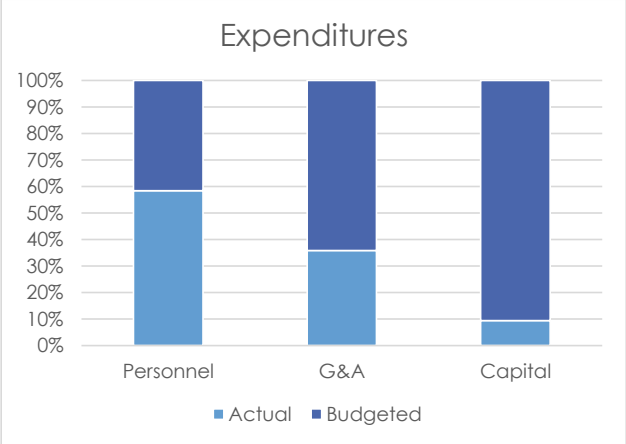
STORM WATER FUND

STATEMENT OF REVENUES AND EXPENDITURES

FEBRUARY 28, 2021

	Prior YTD 02/28/20	Current YTD 02/28/21	Budget FY 2021
REVENUES:			
Storm Water Fees	$ 111,283	$ 96,347	$ 197,000
Other	-	23,400	-
Total revenues	111,283	119,747	197,000
EXPENDITURES:			
Personnel expenses	(18,329)	(26,347)	(45,071)
General and administrative	(16,929)	(9,790)	(27,310)
Capital	(84,124)	(18,822)	(200,000)
Total expenditures	(119,382)	(54,959)	(272,381)
Net change in fund balance	(8,099)	64,788	(75,381)
Fund balance - beginning of year	144,138	168,392	168,392
Fund balance - Feb 28	$ 136,039	$ 233,180	$ 93,011





CITY OF LAKELAND
STORM WATER FUND - OPERATING STATEMENT
FEBRUARY 28, 2021

		Line Item Detail		Category	
		FY 2021 BUDGET	YTD 02/28/21	FY 2021 BUDGET	YTD 02/28/21
Revenues					
416 R 37000 000 000 00000 000	Residential STW Fees	$ 197,000.00	$ 96,346.63		
416 R 37002 000 000 00000 000	Stormwater Fines	-	23,400.00		
416 Revenue Total		$ 197,000.00	$ 119,746.63	$ 197,000.00	$ 119,746.63
Personnel Expenditures					
416 E 46000 121 000 00000 000	STW - Regular Employee Wages	$ 31,654.00	$ 17,457.87		
416 E 46000 123 000 00000 000	STW - Overtime Wages	536.00	653.10		
416 E 46000 132 000 00000 000	STW - Bonus Pay	-	-		
416 E 46000 141 000 00000 000	STW - FICA (Employer's Share)	2,493.00	1,330.70		
416 E 46000 142 000 00000 000	STW - Insurance	6,865.00	4,632.79		
416 E 46000 143 000 00000 000	STW - Retirement	1,456.00	846.71		
416 E 46000 144 000 00000 000	STW - HSA Retirement	-	194.11		
416 E 46000 146 000 00000 000	STW - Work Comp	1,367.00	664.81		
416 E 46000 148 000 00000 000	STW - Education/Training	500.00	500.00		
416 E 46000 149 000 00000 000	STW - Uniforms	200.00	67.46		
Total Personnel Expenditures				45,071.00	26,347.55
G&A Expenditures					
416 E 46000 220 000 00000 000	STW - Printing	3,000.00	-		
416 E 46000 230 000 00000 000	STW - Publicity/Dues	700.00	700.00		
416 E 46000 232 000 00000 000	STW - Environmental Protection	3,460.00	3,460.00		
416 E 46000 251 000 00000 000	STW - MLGW Collection Fee	4,000.00	2,003.76		
416 E 46000 259 000 00000 000	STW - Other Professional Services	2,500.00	-		
416 E 46000 280 000 00000 000	STW - Travel	200.00	-		
416 E 46000 287 000 00000 000	STW - Meals & Entertainment	100.00	70.67		
416 E 46000 290 000 00000 000	STW - Contracted Service	5,000.00	-		
416 E 46000 299 000 00000 000	STW - Contingency	1,000.00	-		
416 E 46000 300 000 00000 000	STW - Office Supplies	100.00	-		
416 E 46000 331 000 00000 000	STW - Gas, Oil, Diesel	1,500.00	645.55		
416 E 46000 341 000 00000 000	STW - Tools	250.00	74.88		
416 E 46000 454 000 00000 000	STW - Sewer Line Materials	5,500.00	2,834.89		
Total G&A Expenditures		-	-	27,310.00	9,789.75
Capital Projects		-	-		
416 E 46000 900 000 00000 000	STW - Capital Projects	200,000.00	18,821.55		
Total Capital Projects Expenditures		-	-	200,000.00	18,821.55
416 Expenditures Total		$ 272,381.00	$ 54,958.85	272,381.00	54,958.85
Net Change in Fund Balance				$ (75,381.00)	$ 64,787.78

CITY OF
LAKELAND
TENNESSEE

Financial Reports

Solid Waste Fund

February 28, 2021

SOLID WASTE FUND
BALANCE SHEET
FEBRUARY 28, 2021

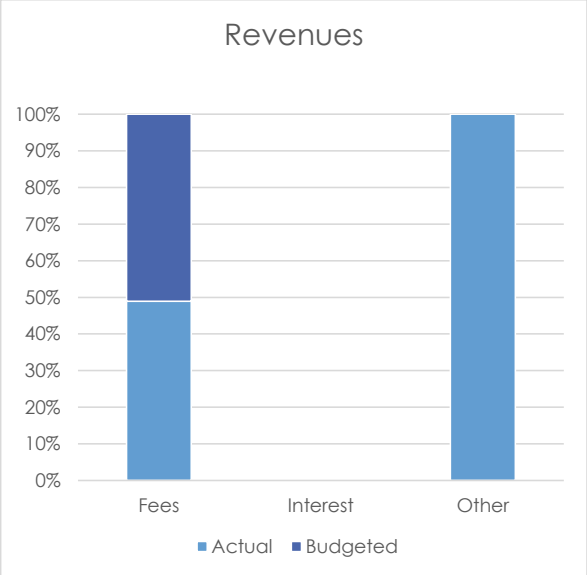
Assets		
Solid Waste Fund Cash Acct	$	362,986
Total Assets	**$**	**362,986**
Liabilities and Fund Balances		
Accounts Payable	$	-
Accrued Liabilities		29
Fund Balance		362,957
Total Liabilities and Fund Balances	**$**	**362,986**

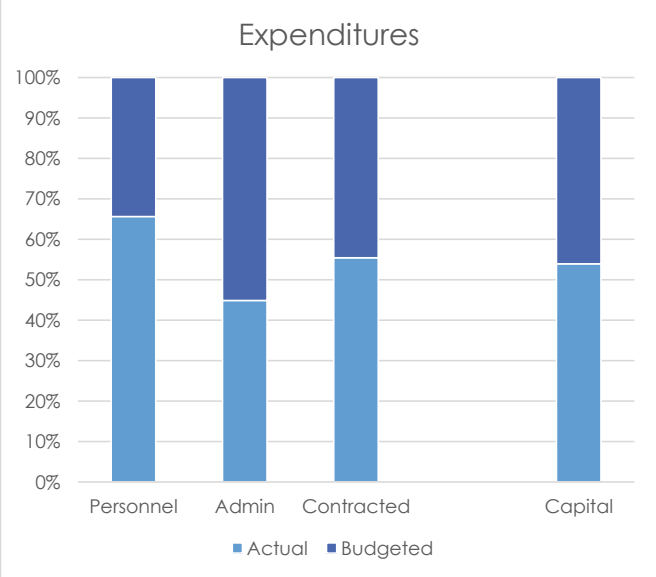
SOLID WASTE FUND

STATEMENT OF REVENUES AND EXPENDITURES

FEBRUARY 28, 2021

	Prior YTD 02/28/20	Current YTD 02/28/21	Budget FY 2021
REVENUES:			
Solid waste collection fees	$ 740,537	$ 642,358	$ 1,311,954
Interest income	-	-	-
Grant revenues	-	138,760	171,572
Other	650	1,275	-
Total revenues	741,187	782,393	1,483,526
EXPENDITURES:			
Personnel expenditures	(81,366)	(123,897)	(188,713)
General and administrative	(48,624)	(37,047)	(82,548)
Contracted services	(480,795)	(671,455)	(1,211,800)
Capital	(203,790)	(134,058)	(248,393)
Total expenditures	(814,575)	(966,457)	(1,731,454)
Net change in fund balance	(73,388)	(184,065)	(247,928)
Fund balance - beginning of year	1,031,180	547,022	547,022
Fund balance - Feb 28	$ 957,792	$ 362,957	$ 299,094





CITY OF LAKELAND

SOLID WASTE - OPERATING STATEMENT

FYTD AS OF FEBRUARY 28, 2021

		Line Item Detail			Category		
		FY 2021 BUDGET	YTD	02/28/21	FY 2021 BUDGET	YTD	02/28/21
Revenues							
424 R 34429 000 000 00000 000	Recycle Rebate/Scrap Metals	$ -	$	-			
424 R 34430 000 000 00000 000	Solid Waste Fees	1,310,454.00		642,358.23			
424 R 34432 000 000 00000 000	Bulk Waste Pickup Fees	1,500.00		1,275.00			
424 R 33812 000 000 00000 000	CARES Act Grant	171,572.00		138,759.64			
424 R 36900 000 000 00000 000	Misc. Income	-		-			
424 Revenue Total		$ 1,483,526.00	$	782,392.87	$ 1,483,526.00	$	782,392.87
Personnel Expenditures							
424 E 43260 111 000 00000 000	SDW - Salaries	$ 29,589.00	$	19,368.19			
424 E 43260 121 000 00000 000	SDW - Regular Employee Wages	69,104.00		43,340.23			
424 E 43260 122 000 00000 000	SDW - Temporary Employee Wages	49,920.00		37,741.57			
424 E 43260 123 000 00000 000	SDW - Overtime Wages	1,466.00		9.48			
424 E 43260 132 000 00000 000	SDW - Bonus Pay	-		-			
424 E 43260 141 000 00000 000	SDW - FICA (Employer's Share)	7,737.00		4,859.18			
424 E 43260 142 000 00000 000	SDW - Insurance	22,618.00		13,661.24			
424 E 43260 143 000 00000 000	SDW - Retirement	4,811.00		3,233.96			
424 E 43260 144 000 00000 000	SDW - HSA Retirement	-		689.59			
424 E 43260 146 000 00000 000	SDW - Work Comp	2,418.00		930.94			
424 E 43260 148 000 00000 000	SDW - Education/Training	650.00		-			
424 E 43260 149 000 00000 000	SDW - Uniforms	400.00		62.83			
Total Personnel Expenditures					188,713.00		123,897.21
G&A Expenditures							
424 E 43260 210 000 00000 000	SDW - Postage	2,500.00		790.56			
424 E 43260 220 000 00000 000	SDW - Printing	4,750.00		4,743.34			
424 E 43260 245 000 00000 000	SDW - Telephone/Internet	1,000.00		304.87			
424 E 43260 245 000 00000 019	SDW - TELEPHONE-COVID-19	648.00		721.34			
424 E 43260 251 000 00000 000	SDW - MLGW Collection Fee	26,000.00		13,172.83			
424 E 43260 259 000 00000 000	SDW - Other Professional Servi	10,000.00		5,065.25			
424 E 43260 261 000 00000 000	SDW - Repair & Maintenance Veh	2,500.00		179.76			
424 E 43260 280 000 00000 000	SDW - Travel	500.00		-			
424 E 43260 287 000 00000 000	SDW - Meals & Entertainment	400.00		-			
424 E 43260 295 000 00000 000	SDW - Litter Control	23,250.00		5,074.53			
424 E 43260 299 000 00000 000	SDW - Contingency	1,000.00		-			
424 E 43260 331 000 00000 000	SDW - Gas, Oil, Diesel	10,000.00		6,994.19			
Total G&A Expenditures					82,548.00		37,046.67
Contracted Services							
424 E 43260 289 000 00000 000	SDW - Other Contracted Service	312,000.00		138,303.18			
424 E 43260 290 000 00000 019	SDW - Contracted Service-CARES	40,500.00		28,500.00			
424 E 43260 290 000 00000 000	SDW - Contracted Service	859,300.00		504,652.10			
Total Contracted Services					1,211,800.00		671,455.28
Capital Projects							
424 E 43260 941 000 00000 000	Capital Outlay-Equipment	60,000.00		-			
424 E 43260 944 000 00000 000	SDW - Capital Outlay - Vehicle	80,000.00		30,050.00			
424 E 52115 920 000 00000 000	Building Improvements	108,392.80		104,008.24			
Total Capital Expenditures					248,392.80		134,058.24
424 Expenditures Total		$ 1,483,061.00	$	832,399.16	1,731,453.80		966,457.40
Net Change in Fund Balance					$ (247,927.80)	$	(184,064.53)

CITY OF LAKELAND · TENNESSEE
1977

Fnd T Acct Obj Prj Loc Prg	Account Level Description	2020-21 Original Budget	2020-21 Budget Carry Fwd	2020-21 Budget Revisions	2020-21 Budget Transfers	2020-21 Revised Budget
110 R 31111 000 000 00000 000	Real Property Taxes (Current)	$ 1,571,456.00	$ -	$ -	$ 2,014,255.00	$ 3,585,711.00
110 R 31118 000 000 00000 000	Special Property Tax - School	$ 2,014,255.00	$ -	$ -	$ (2,014,255.00)	$ -
110 E 41000 147 000 00000 119	GOV - Unemployment - COVID	$ -	$ -	$ -	$ 1,600.00	$ 1,600.00
110 E 41000 255 000 00000 000	GOV - Data Processing Services	$ -	$ -	$ -	$ 120.00	$ 120.00
110 E 41000 299 000 00000 000	GOV - Contingency	$ 14,000.00	$ -	$ -	$ (1,720.00)	$ 12,280.00
110 E 41000 310 000 00000 000	GOV - Office Supplies & Materi	$ 10,000.00	$ -	$ -	$ (1,655.00)	$ 8,345.00
110 E 41000 511 000 00000 000	GOV - Insurance On Buildings	$ 11,000.00	$ -	$ -	$ 1,212.00	$ 12,212.00
110 E 41000 513 000 00000 000	GOV - Liability	$ 38,000.00	$ -	$ -	$ (5,812.00)	$ 32,188.00
110 E 41000 944 000 00000 000	GEN GOV - HVAC Replacement	$ -	$ -	$ 25,000.00	$ 2,175.00	$ 27,175.00
110 E 41000 948 000 00000 000	GOV - Computer Upgrades	$ -	$ -	$ -	$ 357.00	$ 357.00
110 E 41210 255 000 00000 000	CRT - Data Processing	$ 100.00	$ -	$ -	$ 900.00	$ 1,000.00
110 E 41330 951 000 00000 019	BOC - Furn/Fixt - COVID-19	$ -	$ -	$ 16,653.00	$ 755.00	$ 17,408.00
110 E 41500 148 000 00000 000	FIN - Education/Training	$ 5,500.00	$ -	$ -	$ (3,000.00)	$ 2,500.00
110 E 41500 220 000 00000 000	FIN - Printing	$ -	$ -	$ -	$ 1,600.00	$ 1,600.00
110 E 41500 259 000 00000 000	FIN - Other Prof Services	$ -	$ -	$ -	$ 500.00	$ 500.00
110 E 41500 280 000 00000 000	FIN - Travel	$ 4,500.00	$ -	$ -	$ (3,000.00)	$ 1,500.00
110 E 41500 299 000 00000 000	FIN - Contingency	$ 1,000.00	$ -	$ -	$ (1,000.00)	$ -
110 E 41670 245 000 00000 000	ENG - Telephone	$ 1,440.00	$ -	$ -	$ (146.00)	$ 1,294.00
110 E 41670 245 000 00000 019	ENG - Telephone - CARES	$ -	$ -	$ 140.00	$ 146.00	$ 286.00
110 E 41670 299 000 00000 000	ENG - Contingency	$ 2,500.00	$ -	$ -	$ (1,300.00)	$ 1,200.00
110 E 41670 951 000 00000 019	ENG - Furn Fixt - CARES	$ -	$ -	$ -	$ 1,300.00	$ 1,300.00
110 E 41672 121 000 00000 000	INS - Regular Employee Wages	$ 96,010.00	$ -	$ -	$ (972.00)	$ 95,038.00
110 E 41672 123 000 00000 000	INS - Overtime Wages	$ 556.00	$ -	$ -	$ 972.00	$ 1,528.00
110 E 41700 245 000 00000 000	PLN - Telephone	$ 720.00	$ -	$ -	$ (45.00)	$ 675.00
110 E 41700 245 000 00000 019	PLN - Telephone - CARES	$ -	$ -	$ -	$ 45.00	$ 45.00
110 E 41701 259 000 00000 000	ECD - Other Professional Servi	$ 36,000.00	$ -	$ -	$ 1,000.00	$ 37,000.00
110 E 41710 245 000 00000 000	CDE - Telephone	$ 720.00	$ -	$ -	$ (121.00)	$ 599.00
110 E 41710 245 000 00000 019	CDE - Telephone - CARES	$ -	$ -	$ -	$ 121.00	$ 121.00
110 E 41711 245 000 00000 019	IS - Telephone - CARES	$ -	$ -	$ -	$ 250.00	$ 250.00
110 E 41711 255 000 00000 000	IS - Data Processing Services	$ 41,100.00	$ -	$ 10,000.00	$ 9,250.00	$ 60,350.00
110 E 41711 255 000 00000 019	IS - Data Processing - CARES	$ -	$ -	$ 25,861.00	$ (1,000.00)	$ 24,861.00
110 E 41711 259 000 00000 000	IS - Other Professional Servi	$ 46,900.00	$ -	$ -	$ (1,000.00)	$ 45,900.00
110 E 41711 280 000 00000 000	IS - Travel	$ 3,000.00	$ -	$ -	$ (250.00)	$ 2,750.00
110 E 41711 320 000 00000 000	IS - Operating Supplies	$ 450.00	$ -	$ -	$ 250.00	$ 700.00
110 E 41711 948 000 00000 000	IS - Computer Upgrades	$ 9,700.00	$ -	$ 1,300.00	$ (3,607.00)	$ 7,393.00
110 E 41711 948 000 00000 019	IS - Comp Upgrades - CARES	$ -	$ -	$ 11,849.00	$ 5,250.00	$ 17,099.00
110 E 43000 245 000 00000 000	PW - Telephone	$ 2,000.00	$ -	$ -	$ (500.00)	$ 1,500.00
110 E 43000 245 000 00000 019	PW - Telephone - CARES	$ -	$ -	$ 1,056.00	$ 500.00	$ 1,556.00
110 E 44710 320 000 00000 000	PRK - Operating Supplies	$ 3,500.00	$ -	$ -	$ (1,800.00)	$ 1,700.00
110 E 44710 320 000 00000 019	PRK - Op Supplies - CARES	$ -	$ -	$ -	$ 1,800.00	$ 1,800.00
110 E 44710 937 000 00000 000	PRK - Athletic Complex	$ 1,000,000.00	$ -	$ -	$ 62,000.00	$ 1,062,000.00
110 E 44710 969 000 00000 000	PRK - Hwy 70 Athletic Fields	$ 1,273,000.00	$ -	$ -	$ (65,175.00)	$ 1,207,825.00

Fnd T Acct Obj Prj Loc Prg	Account Level Description	2020-21 Original Budget	2020-21 Budget Carry Fwd	2020-21 Budget Revisions	2020-21 Budget Transfers	2020-21 Revised Budget
121 E 43100 245 000 00000 000	STR - Telephone	$ 1,440.00	$ -	$ -	$ (400.00)	$ 1,040.00
121 E 43100 245 000 00000 019	STR - TELEPHONE-COVID-19	$ -	$ -	$ 648.00	$ 400.00	$ 1,048.00
121 E 43100 533 000 00000 000	STR - Machinery & Equip Rental	$ 5,000.00	$ -	$ -	$ 3,600.00	$ 8,600.00
121 E 43100 940 000 00000 000	STR - New Capital Light Equipm	$ 18,000.00	$ -	$ -	$ (3,600.00)	$ 14,400.00
412 E 43250 121 000 00000 000	SEW - Regular Employee	$ 145,342.00	$ -	$ -	$ (5,000.00)	$ 140,342.00
412 E 43250 122 000 00000 000	SEW - Temporary Wages	$ -	$ -	$ -	$ 5,000.00	$ 5,000.00
412 E 43250 252 000 00000 000	SEW - Legal Services	$ 2,000.00	$ -	$ -	$ 2,280.00	$ 4,280.00
412 E 43250 254 000 00000 000	SEW - Arch/Eng/Landscaping	$ 10,000.00	$ -	$ -	$ (2,000.00)	$ 8,000.00
412 E 43250 259 000 00000 000	SEW - Other Professional	$ 30,000.00	$ -	$ -	$ (280.00)	$ 29,720.00
412 E 43250 511 000 00000 000	SEW - Insurance On Buildings	$ 30,000.00	$ -	$ -	$ 3,356.00	$ 33,356.00
412 E 43250 611 000 00000 000	SEW - Interest On Long Term	$ 115,000.00	$ -	$ -	$ (3,356.00)	$ 111,644.00
416 E 46000 121 000 00000 000	STW - Regular Employee Wages	$ 32,004.00	$ -	$ -	$ (350.00)	$ 31,654.00
416 E 46000 123 000 00000 000	STW - Overtime Wages	$ 186.00	$ -	$ -	$ 350.00	$ 536.00
424 E 43260 220 000 00000 000	SDW - Printing	$ 3,000.00	$ -	$ -	$ 1,750.00	$ 4,750.00
424 E 43260 290 000 00000 000	SDW - Contracted Service	$ 835,000.00	$ -	$ 32,400.00	$ (8,100.00)	$ 859,300.00
424 E 43260 290 000 00000 019	SDW - Contracted Service-CARES	$ -	$ -	$ 32,400.00	$ 8,100.00	$ 40,500.00
424 E 43260 295 000 00000 000	SDW - Litter Control	$ 25,000.00	$ -	$ -	$ (1,750.00)	$ 23,250.00

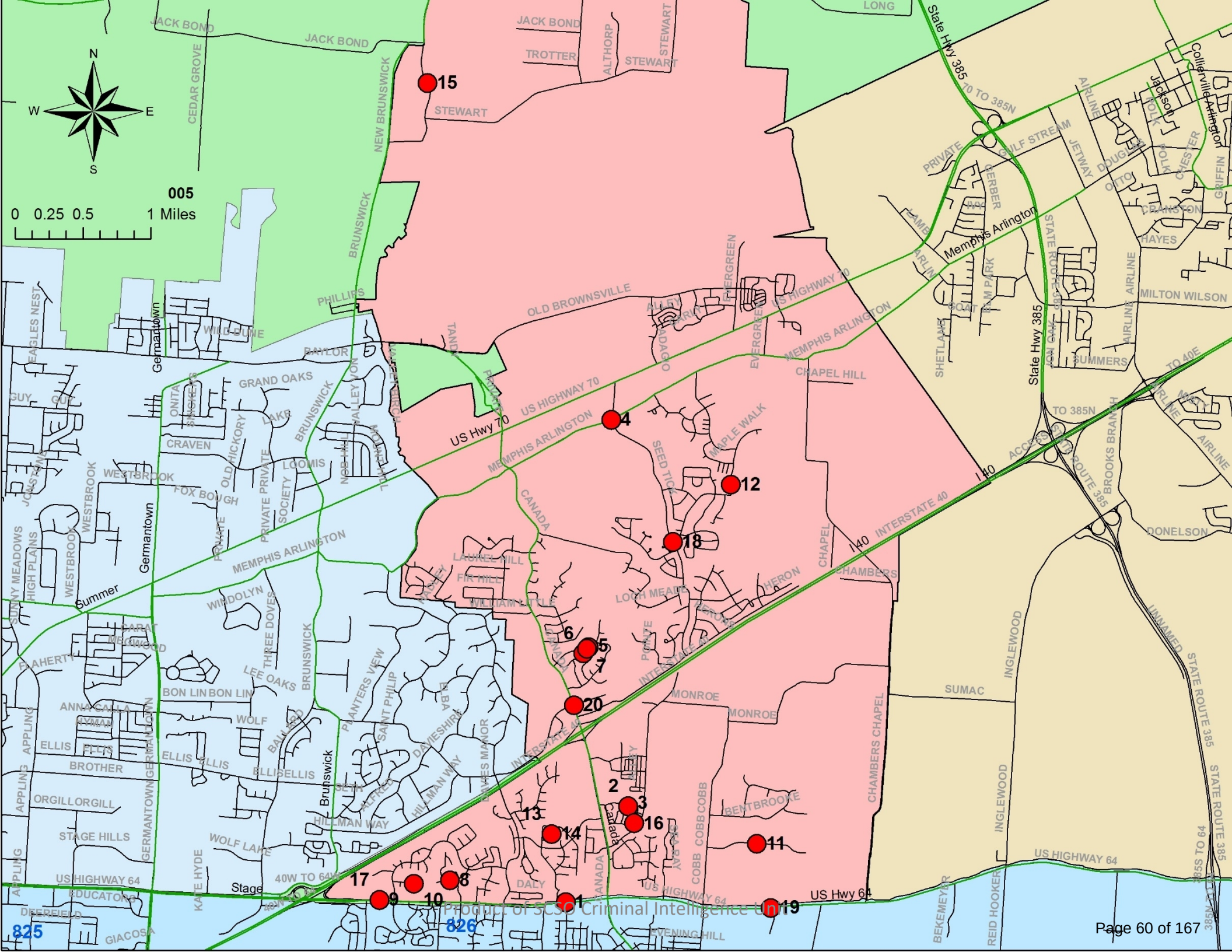
Shelby County Sheriff's Office

Crime Report

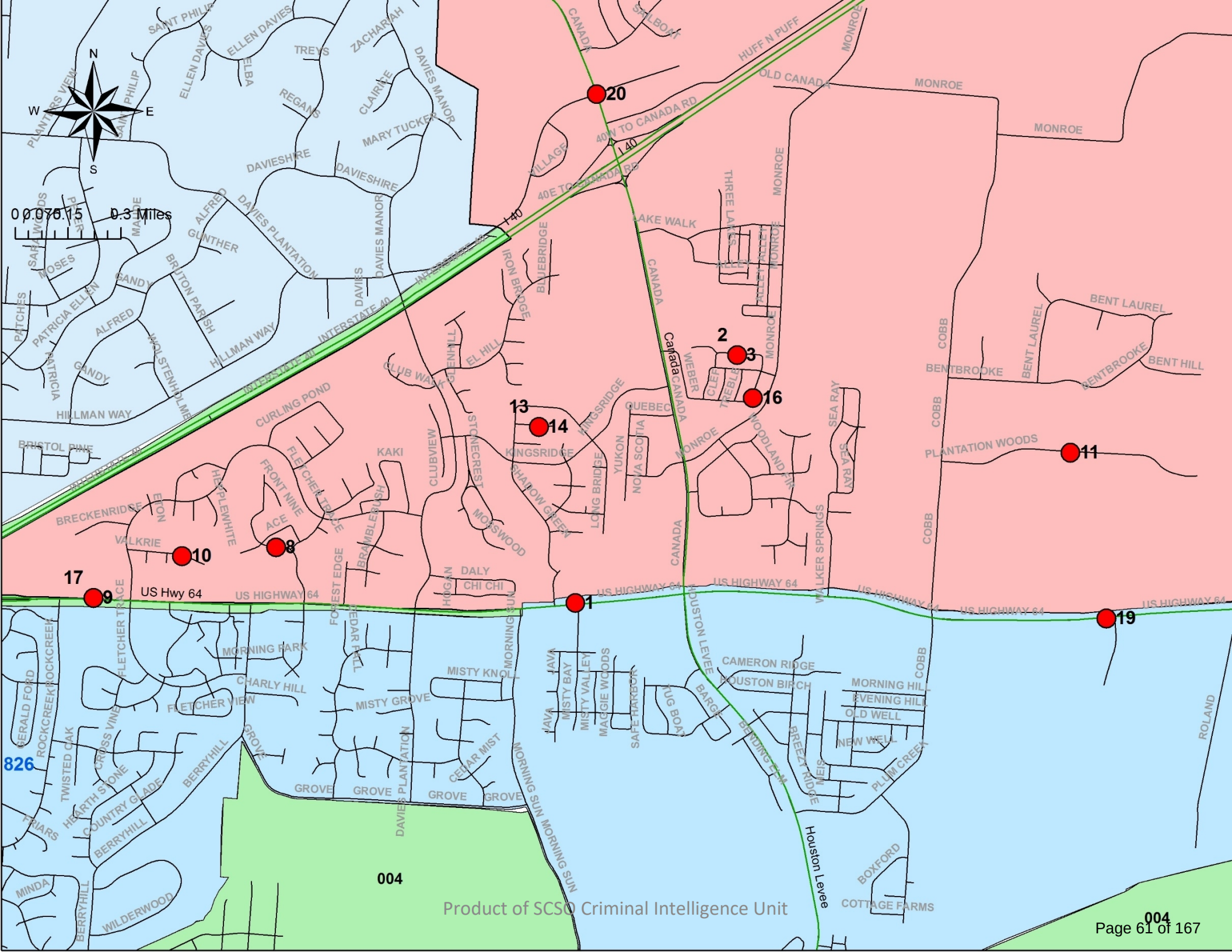
Lakeland, TN 38002

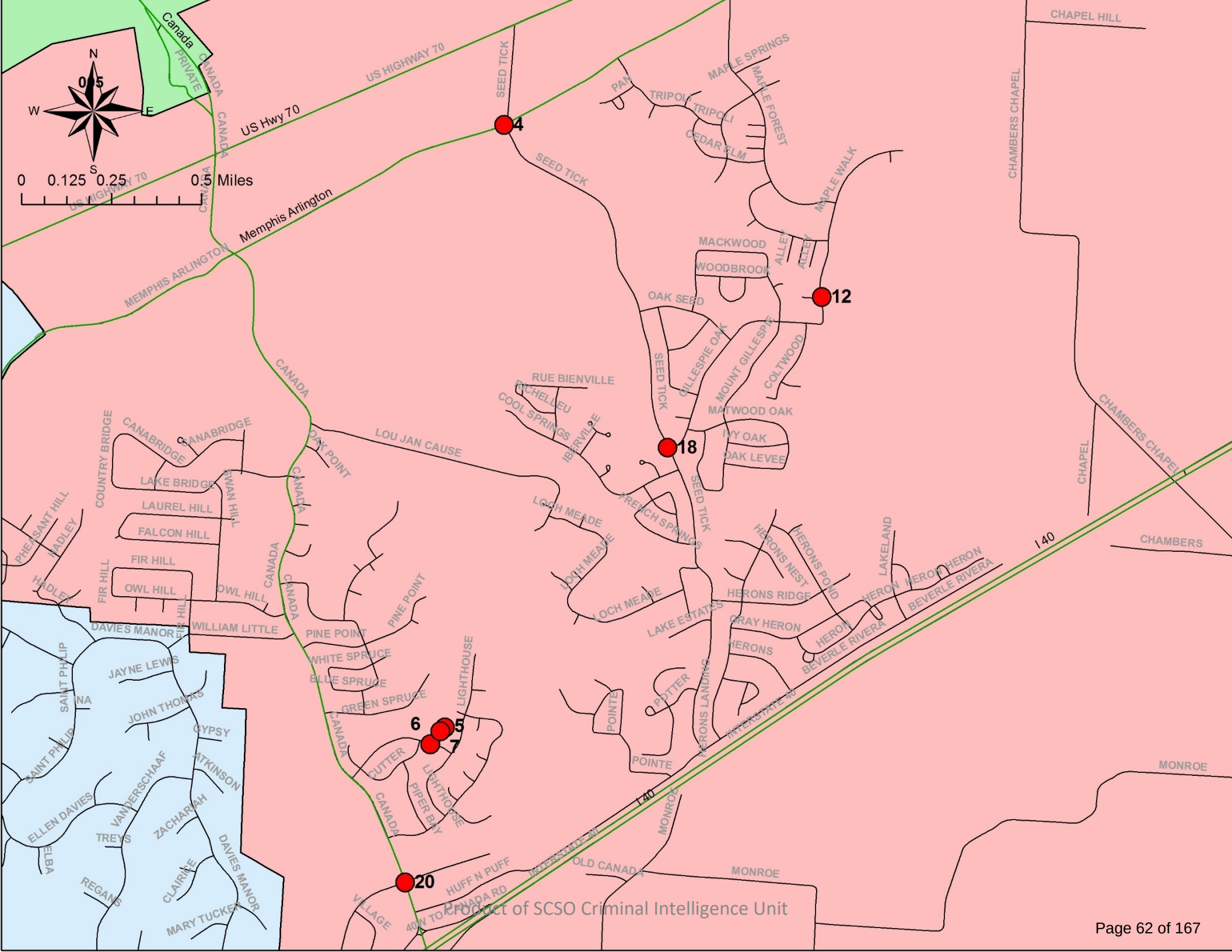
February 2021

Product of SCSO Criminal Intelligence Unit



Product of SCSO Criminal Intelligence Unit


N
W
E
S
0 0.075 0.15 0.3 Miles
20
2
3
16
13
14
11
10
8
17
9
1
19
SAINT PHILIP
ELLEN DAVIES
ZACHARIAH
TREYS
ELBA
REGANS
CLAIRIE
DAVIES MANOR
MARY TUCKER
DAVIESHIRE
ALFRED
GUNTHER
DAVIES PLANTATION
BRUTON PARISH
HILLMAN WAY
WOLSTENHOLME
GANDY
PATRICIA ELLEN
MOSES
SARAWOODS
PATCHES
BRISTOL PINE
CANADA
SELBOAT
HUFF N PUFF
OLD CANADA
MONROE
40W TO CANADA RD
40E TO CANADA RD
I 40
INTERSTATE 40
VILLAGE
LAKE WALK
THREE LAKES
ALLEY ALLEY
IRON BRIDGE
BLUEBRIDGE
GLENHILL
EL HILL
CLUB WALK
CURLING POND
FLETCHER TRACE
FRONT NINE
HEYPLEWHITE
ACE
KAKI
CLUBVIEW
STONECREST
MOSSWOOD
KINGSRIDGE
SHADOW GREEN
LONG BRIDGE
YUKON
NOVA SCOTIA
QUEBEC
WEBER
CLEF
TREBLE
WOODLAND FIR
SEA RAY
WALKER SPRINGS
COBB
BENTBROOKE
BENT LAUREL
BENT HILL
PLANTATION WOODS
BRECKENRIDGE
ELON
VALKRIE
FOREST EDGE
BRAMBLEBUSH
HOGAN
DALY
CHI CHI
MORNING SUN
US Hwy 64
US HIGHWAY 64
Canada
HOUSTON LEVEE
Houston Levee
CAMERON RIDGE
HOUSTON BIRCH
MORNING HILL
EVENING HILL
OLD WELL
NEW WELL
PLUM CREEK
BREEZY RIDGE
MEIS
BARGE
TUG BOAT
SAFE HARBOR
MAGGIE WOODS
MISTY VALLEY
MISTY BAY
JAVA
MISTY KNOLL
MISTY GROVE
CEDAR MIST
CEDAR HILL
MORNING PARK
CHARLY HILL
FLETCHER VIEW
ROCKCREEK
GERALD FORD
CROSS VINE
TWISTED OAK
HEARTH STONE
COUNTRY GLADE
BERRYHILL
GROVE
FRIARS
MINDA
WILDERWOOD
ROLAND
BOXFORD
COTTAGE FARMS
826
004
Product of SCSO Criminal Intelligence Unit



Product of SCSO Criminal Intelligence Unit

Incident Table

ID #	CASE NUMBER	DEPT DESC CODE	DATE OF REPORT	METHOD OF ENTRY
1	2102000100SH	Theft of Vehicle Parts/Accessories	02/01/2021 7:52:00 AM	TOOK APART FRONT DOOR
2	2102000301SH	Aggravated Assault/DV	02/06/2021 2:53:00 PM	
3	2102000301SH	Vandalism/Felony/DV	02/06/2021 2:53:00 PM	
4	2102000346SH	Simple Assault	02/08/2021 2:47:00 AM	
5	2102000490SH	Theft from Motor Vehicle	02/11/2021 4:22:00 AM	FRONT DOOR
6	2102000489SH	Theft from Motor Vehicle	02/11/2021 4:30:00 AM	THROUGH UNLOCKED DOOR SIDE DOOR
7	2102000494SH	Theft from Motor Vehicle	02/11/2021 5:10:00 AM	
8	2102000506SH	Simple Assault/DV	02/11/2021 6:42:00 PM	
9	2102000573SH	Shoplifting/Misdemeanor	02/13/2021 5:49:00 PM	LAWFUL FRONT DOOR
10	2102000578SH	Intimidation	02/13/2021 8:36:00 PM	
11	2102000720SH	Intimidation/DV	02/20/2021 9:52:00 PM	
12	2102000733SH	Theft from Motor Vehicle	02/21/2021 9:02:00 AM	FRONT DOOR
13	2102000784SH	Drugs/Narcotics Violation/Felony	02/23/2021 4:54:00 AM	
14	2102000784SH	Intimidation/DV	02/23/2021 4:54:00 AM	
15	2102000789SH	Theft from Motor Vehicle	02/23/2021 8:05:00 AM	THROUGH UNLOCKED DOOR FRONT DOOR
16	2102000851SH	Theft from Motor Vehicle	02/24/2021 6:44:00 PM	THROUGH UNLOCKED DOOR FRONT DOOR
17	2102000899SH	Shoplifting/Misdemeanor	02/25/2021 9:21:00 PM	LAWFUL FRONT DOOR
18	2102000914SH	Theft from Motor Vehicle	02/26/2021 11:06:00 AM	THROUGH UNLOCKED DOOR FRONT DOOR
19	2102000956SH	MVT/Passenger Vehicle	02/27/2021 1:06:00 PM	THROUGH UNLOCKED DOOR FRONT DOOR
20	2102000945SH	Weapon Law Violations/Misdemeanor	02/27/2021 12:57:00 AM	

Incident Count

Incidents	Total
Theft from Motor Vehicle	7
Intimidation/DV	2
Shoplifting/Misdemeanor	2
Aggravated Assault/DV	1
Drugs/Narcotics Violation/Felony	1
Intimidation	1
MVT/Passenger Vehicle	1
Simple Assault	1
Simple Assault/DV	1
Theft of Vehicle Parts/Accessories	1
Vandalism/Felony/DV	1
Weapon Law Violations/Misdemeanor	1
Grand Total	20

END OF PRESENTATION

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - recommending the Board of Commissioners approve a concept sewer plan for Heathfield on Scotts Creek Planned Development. *Sponsored by Emily Harrell*

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Sewerage Commission, by resolution, recommend the Board of Commissioners approve a sanitary sewer concept plan for Heathfield on Scott Creek Planned Development

BUDGET IMPACT

DISCUSSION

Arbor View Development, LLC is proposing Heathfield on Scotts Creek, a planned residential development located north of Highway 70 at Seed Tick Road. The development consists of 118 single-family residential lots on approximately 80 acres. The development will tie into the existing Scotts Creek Interceptor which runs along the west side of the development.

The proposed development will generate approximately 23 gallons per minute of wastewater flow. The Scotts Creek Interceptor has approximately 20% capacity remaining or 1,300 EDU. The Oliver Creek Interceptor, when constructed, will divert flows from Plantation Hills and Woodbridge Subdivisions which will add 307 EDU back to Scotts Creek Interceptor. Staff recommends the approval of the sanitary sewer concept plan for Heathfield on Scotts Creek Planned Development for a period of three (3) years.

RESOLUTION R-9-2021

A RESOLUTION RECOMMENDING THE BOARD OF COMMISSIONERS APPROVE A CONCEPT SANITARY SEWER PLAN FOR HEATHFIELD ON SCOTTS CREEK PLANNED DEVELOPMENT

WHEREAS, the Owner of record of certain parcels of land located within the corporate limits of the City of Lakeland, further identified by Shelby county Tax Assessor Parcel ID L0150 00541 has requested review and approval of a concept sanitary sewer plan to service a proposed development upon said parcel known as Heathfield on Scotts Creek Planned Development, consisting of a maximum of 118-single family lots; and,

WHEREAS, the City Engineer has reviewed the concept sanitary sewer plan submitted by said property owner and finds the concept plan, as submitted, to be both feasible and not detrimental to the overall sanitary sewer system for the City of Lakeland; and,

WHEREAS, the Board of Sewerage Commissioners finds that it may be in the best interest of the users of the City of Lakeland sanitary sewer system to allow a maximum of 118-lots that may be created upon the aforementioned parcel of land at a later date to connect to the City of Lakeland sanitary sewer system.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SEWERAGE COMMISSIONERS OF THE CITY OF LAKELAND, TENNESSEE:

1. The concept sanitary sewer plan submitted by the owner of record of parcels of property located within the corporate limits of the City of Lakeland, further identified by the Shelby County Tax Assessor Parcel Identification L0150 00541 to service a proposed development upon said parcel known as Heathfield on Scotts Creek Planned Development, consisting of a maximum of 118-single family lots that may be created at a later date is hereby approved for a period of three (3) years from the date of passage of this resolution.

2. If a Preliminary Development Plan is submitted and approved for Heathfield on Scotts Creek Planned Development on said parcel of land within three (3) years from the date of passage of this resolution, the approval of the concept sanitary sewer plan identified above shall be extended for an additional one (1) year period commencing upon the date of Preliminary Development Plan approval.

3. If a Preliminary Development Plan has not been submitted and approved for the above referenced development within three (3) years from the date of passage of this resolution, this resolution shall become null and void and no approval of any concept sanitary sewer plan for the above referenced parcel shall exist. Additionally, neither the owner of record nor any entity with development interests upon said parcel shall retain any right of approval, vested or otherwise, for said parcel of land.

4. If at any point in time, subsequent to Preliminary Development Plan approval, approval(s) of the proposed development on said parcel of property by the Lakeland Municipal Planning Commission and/or Lakeland Board of Commissioners should lapse due to passage of time, this resolution shall become null and void and no approval of any concept sanitary sewer plan for the above referenced parcel shall exist. Additionally, neither the owner of record nor any entity with development interests upon said parcel shall retain any right of approval, vested or otherwise, for said parcel of land.

PASSED AND ADOPTED by the Board of Sewerage Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES
THURSDAY, FEBRUARY 11, 2021, 5:30 P.M.
CITY HALL, LAKELAND, TENNESSEE 38002

I. CALL TO ORDER BY MAYOR: The meeting was called to order by Mayor Mike Cunningham 5:34 p.m. on Thursday, February 11, 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 *(via phone)*, Finance Director Michael Walker, Planning Director Richard Donovan, Park & Recreation Director Patrick O'Mara, GIS Director Josh Thompson, City Recorder Debra Murrell and City Attorney Will Patterson.

For the record: The order of business was changed by unanimous consent to move regular agenda item # 1 to the top of the agenda.

REGULAR AGENDA:

1. **RESOLUTION - authorizing the Mayor to sign a Proclamation of Recognition and Appreciation for Vice-Mayor Josh Roman for his service to the City of Lakeland.** *Sponsored by Mayor Cunningham*

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:

- The board expressed their appreciation for Vice-Mayor Roman loyalty and dedication to the City of Lakeland.
- Vice-Mayor Roman expressed his appreciation for the opportunity to serve and gave recognition to his family who was present.
- Mayor Cunningham and the Board of Commissioners presented the Proclamation as photos were taken with Vice-Mayor Roman & family.

For the record:

- Commissioner Gonzales requested an additional agenda item be added to have discussion on Broadband. *(No objection was heard)*

V. PUBLIC HEARING:

ORDINANCE – FINAL READING – to commit specific revenue sources and establish specific uses of those resources and to rescind Ordinance 2015-223.

For the record: No comments were heard.

VI. TREASURER'S REPORT:

Finance Director Michael Walker offered the Treasurer's report for the month of January.

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

- Sheriff's Report: Lt. Ballard offered a report for the month of January via phone. *(On file - Available to view)*
- City Manager's Report: City Manager Shane Horn offered a report.
- Commissioners' Report:
  - Commissioner Wright offered a report on EDC/IDB and BOA activities.
  - Commissioner Atkinson offered a report on MPC/DRC activities.
  - Vice Mayor Dial offered a report on PRB activities.

VIII. PUBLIC COMMENTS: *No comments were heard.*

IX. SEWERAGE COMMISSION BUSINESS: *None*

X. CONSENT AGENDA:

1. **Approval of Meeting Minutes from Previous Meetings**:
   a. Beer Board Meeting Minutes, January 14, 2021
   b. Regular Meeting Minutes, January 14, 2021

~~*2.* **ORDINANCE – FIRST READING – amending the Fiscal Year 2020-2021 Budget, passed by Ordinance 20-285, as amended by Ordinance 20-286**. *Sponsored by Michael Walker*~~

3. **RESOLUTION - to approve a contract with Standard Construction Company for FY 2021 Street Paving Projects**. *Sponsored by Emily Harrell*

4. **RESOLUTION - authorizing the Mayor to execute the Report on Debt Obligation for the Lakeland 2021 General Obligation Refunding Bonds**. *Sponsored by Shane Horn*

Commissioner Gonzales moved to approve the consent agenda as amended with the removal of Agenda Item # 2, 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

XI. REGULAR AGENDA: ***(Continued)***

1. **RESOLUTION - authorizing the Mayor to sign a Proclamation of Recognition and Appreciation for Vice-Mayor Josh Roman for his service to the City of Lakeland**. *Sponsored by Mayor Cunningham (Moved up on the agenda)*

** (please note renumbering of Agenda Items)*

2. **ORDINANCE – FIRST READING – amending the Fiscal Year 2020-2021 Budget, passed by Ordinance 20-285, as amended by Ordinance 20-286**. *Sponsored by Michael Walker (removed from consent agenda – placed on regular agenda)*

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

When the question was called the First Reading of the ordinance passed, 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

3. **ORDINANCE – FINAL READING – to commit specific revenue sources and establish specific uses of those resources and to rescind Ordinance 2015-223**. *Sponsored by Michael Walker*

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

When the question was called the Final Reading of the ordinance 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 - authorizing the engagement of Watkins Uiberall PLLC to audit City of Lakeland financial activities for the Fiscal Year ending June 30, 2021**. *Sponsored by Michael Walker*
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

5. **RESOLUTION - initiating text amendments to Article II of the Neighborhood Development Regulations and Article III of the Zoning Regulations**. *Sponsored by Commissioner Atkinson*
Vice Mayor Dial moved to bring this item to the floor, seconded by Commissioner Wright.

Discussion ensued.

After discussion, Commissioner Wright moved to amend the resolution to add a 4th text amendment to amend the regulations for wet detention basin be required to have a minimum of one fountain, seconded by Vice Mayor Dial.

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

Vice Mayor Dial	Yea
Commissioner Atkinson	Yea
Commissioner Gonzales	Yea

Draft

Commissioner Wright	Yea
Mayor Cunningham	Yea

When the question was called the resolution passed as amended, 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. **RESOLUTION - to approve a contract with Bliss Products and Services, Inc. for the Installation of Safety Surfacing and Play Structure at Oakridge Park**. *Sponsored by Patrick O'Mara*
   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

7. **RESOLUTION - to approve a Materials and Supplies Reimbursement Agreement with Texas Gas Transmission, LLC.** *Sponsored by Emily Harrell*
   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

8. **Discussion on Broadband.** *(Added by Commissioner Gonzales)*
   Commissioner Gonzales moved to bring this item to the floor, seconded by Vice Mayor Dial.

Discussion ensued.

After discussion, Mayor Cunningham moved to direct staff to investigate the government program to bring Broadband to the rural area and to include a map, 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

XII. ANNOUNCEMENTS:

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

The meeting was adjourned at 6:53 p.m. on Thursday, February 11, 2021.

These minutes were approved on March 11, 2021.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

Draft

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - authorizing the Mayor to sign a proclamation establishing Saturday, March 20, 2021 as the City of Lakeland's Arbor Day 2021.
Sponsored by Patrick O'Mara

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

STAFF RECOMMENDATION

Staff Recommends Approval of the Resolution proclaiming an Arbor Day in Lakeland.

BUDGET IMPACT

None

DISCUSSION

The City of Lakeland has earned its 15th consecutive designation of "Tree City USA" from the Arbor Day Foundation 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-10-2021

A resolution authorizing the Mayor to sign a proclamation establishing Saturday, March 20, 2021 as the City of Lakeland's Arbor Day 2021.

WHEREAS, the City of Lakeland and the Board of Commissioners have celebrated Arbor Day for the last 21 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 20, 2021 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 20, 2021 as the City of Lakeland Tennessee's Arbor Day 2021.

PASSED AND ADOPTED by the Board of Commissioners of the City of Lakeland, Tennessee on this 11th day of March 2021.

_____

Mike Cunningham, Mayor

ATTEST:

_____

Debra Murrell, City Recorder

Whereas, In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day 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, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide 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 20, 2021 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 11th day of March, 2021

Mayor _____

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - approving the engagement of Burris, Thompson & Associates for consulting services related to a compensation and classification plan. *Sponsored by Shane Horn*

Staff Contact: Shane Horn, City Manager

STAFF RECOMMENDATION

The City Manager is supportive of this effort to recruit and retain staff that are fairly compensated using a market-based structure. The Compensation and Classification Plan proposal will perform the following services:

A. Confirm Study Scope and Objectives
B. Fact Finding
C. Job Classification and Pay Structure
D. Recommended Employee Salary Adjustments
E. City of Lakeland Benefits Comparison
F. Review Pay Administration Policy
G. Develop Implementation Plan
H. Present Final Report

BUDGET IMPACT

The fees for this professional service will require approximately 42 consulting hours for a not to exceed fee of $7,325.00.

DISCUSSION

The development of a Compensation and Classification Plan will help ensure that Lakeland's compensation and benefit packages are both competitive and within budget parameters. This will aid in the recruitment and retention of high-performing employees with the goal of Lakeland being known as a community that fairly compensates and values its employees.

RESOLUTION R-11-2021
RESOLUTION ENAGAGING BURRIS, THOMPSON AND ASSOCIATES TO COMPLETE A COMPENSATION AND CLASSIFICATION PLAN

WHEREAS, the City of Lakeland desires to retain and recruit employees that are fairly compensated utilizing a market-based structure; and

WHEREAS, the City of Lakeland does not currently have an adopted Compensation and Classification Plan; and

WHEREAS, the development of a Compensation and Classification Plan will help ensure that Lakeland's compensation and benefit packages are both competitive and within budgetary parameters; and

WHEREAS, the City of Lakeland desires to engage a professional firm to conduct a comprehensive Compensation and Classification Plan; and

WHEREAS, Burris, Thompson & Associates was identified as an industry leader among Tennessee municipalities for this type of study.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, as follows:

Section 1. The Mayor is hereby authorized to enter into an agreement with Burris, Thompson & Associates to perform professional services to complete a Compensation and Classification Plan for $7,325.00.

Section 2. The Engagement letter is submitted as supporting information.

PASSED AND ADOPTED by the Board of Commissioner of Lakeland, Tennessee on this 11th day of March, 2021, the public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

Burris, Thompson
BTA
& Associates

Steve Thompson
President, Consulting Services
3259 Vinemont Dr.
Thompson's Station, TN 37179-2924
Phone: (615) 500-7931
stevenjthompson@comcast.net

March 8, 2021

Shane Horn, ICMA-CM
City Manager
City of Lakeland
10001 Hwy 70
Lakeland, TN 38002

Dear Shane:

As we discussed, Burris, Thompson & Associates (BT&A) proposes the following consulting services related to a compensation and classification plan for the City:

A. Confirm Study Scope and Objectives

We understand that the City's approximately 34 employees are assigned to one of approximately 25 job titles. The objectives of the compensation plan review are:

- Ensure that all employees are paid appropriately for the job duties performed.
- Ensure that the City's pay practices are competitive with the market so the City can attract and retain individuals with the desired skills and abilities.
- Determine salary adjustments to ensure that employee salaries are positioned appropriately within the salary structure and that any existing pay compression or pay compression created by adjustments to the structure is mitigated.
- Ensure pay is administered in a fair and consistent manner to all of the City's 34 employees.

BT&A will consult with City management to confirm pay study parameters such as desired market position, benchmark employers, salary planning date, etc.

B. Fact Finding

1. **Department Head Interviews**
   BT&A will meet with the various department heads to review the organization of work and the various positions in their areas (discussion is usually driven by a review of the departmental organization chart). We would also seek information related to anticipated organizational or technology changes that may need to be considered. We would also obtain feedback concerning current pay practices, including current and desired job classification and pay plan design considerations.

2. **Review Pay Plan Documentation**
   BT&A will review current City job classifications and pay scales, pay administration policies, and other documentation of pay practices to ensure this information is properly considered in the project.

3. **Job Description – Review Only**
   BT&A will review all City job descriptions, organization charts, and pay related policies. We would contact the City Manager and/or department heads for clarification of the duties of specific jobs as needed to supplement job descriptions. This information is necessary to ensure jobs are matched correctly with data compiled from external market sources.

C. Compile Comparative Market Data

BT&A will compile market data from the following sources:

1. **Burris, Thompson & Associates' 2018 Public Sector Salary Survey** – we will consult with City management to identify benchmark employers. City of Lakeland jobs will be matched to survey jobs based on job duties and required qualifications. We will work with City management to determine the appropriate salary planning date for the study – the date to which all data will be projected to create the "snapshot" of the market. Typically, this is the beginning of the fiscal year, but the City could choose a more aggressive date.

2. **Economic Research Institute Salary Assessor** – an automated database updated quarterly to which we subscribe that contains data for more than 4,000 job titles for many different industries. We will use general business data for the Lakeland-Memphis area.

D. Compare City of Lakeland Salaries to Market

For each City job we will compile data from the survey or surveys that contain a job that matches an understanding of the job gained from the City's existing job description.

1. **Desired Market Position**
   BT&A will consult with the City management to identify the City's desired competitive position in the labor market (i.e., market average, 40th percentile, etc.).

2. **Determine Job Market Rates**
   For each City of Lakeland job, BT&A will determine a "**Market Rate**" using the target competitive position as identified in #1 above. The **Market Rate** will be the weighted average of:

   i. The target percentile salary for the job match from the **public sector** salary survey, and

   ii. The target percentile salary for the job match from the **general business** database.

3. **Salary Market Index**
   BT&A will calculate a Salary Market Index for **each** City of Lakeland **employee**. The Salary

Market Index is the ratio of the employee's **current salary** to the **Market Rate** for the employee's job.

Salary Index = Employee Salary ÷ Job Market Rate

Individual and aggregate Salary Index numbers will allow comparison of current City of Lakeland employees to market practice.

E. Job Classification and Pay Structure

1. **Develop Pay Structure**
   Burris, Thompson and Associates will develop a pay structure (pay grades and pay ranges or pay steps) initially based on a general analysis of the market data. Then, jobs would be assigned to the pay grade which best matches the market rate for the job. We will work with Town management to decide which pay grade is the best fit for any jobs for which market data are unavailable.

F. Recommend Employee Salary Adjustments

Based on the new pay structure and the City budgeted or projected budgeted salary increases, BT&A will recommend individual employee salary adjustments. Typically, these salary adjustments would be comprised of the following:

1. Adjustments to pay range minimums (or step 1) if employees' salaries fall below the proposed minimums (or step 1) for their jobs.
2. Adjustments to address existing pay compression or pay compression resulting from adjustment of employees to pay range minimums (or step 1).
3. Merit or a common general increase – BT&A would recommend a percent of payroll salary increase budget based on data concerning employers' salary increase budgets for 2021 and the position of the City's salaries relative to the market.

BT&A would project the total cost (including the impact on FICA and retirement plan funding) of recommended employee salary adjustments.

BT&A will review proposed pay structure and salary adjustments with the City and make revisions as needed based on feedback.

G. City of Lakeland Benefits Market Comparison

BT&A will review the City's health insurance, vacation, sick leave, disability, and retirement plan benefit offerings and compare to public sector benchmark employer practices. This high-level review is intended to determine how the City's benefits programs might impact the City's positioning of wages and salaries. However, design and implementation of benefit plan revisions is beyond the scope of the present study. BT&A may identify benefit plan design features that the City can pursue with its brokers, insurance carriers, plan administrators, and financial services providers.

H. Review Pay Administration Policy

BT&A will help the City review existing pay administration policies and procedures and recommend changes that will be needed to support administration of the revised/new pay plan. We will present an initial policy draft and submit it for review by City management. The pay administration policy should address pay plan objectives and design, starting pay rates, individual employee pay adjustments (how employees progress through pay ranges), procedures for adjustments for promotions and changes in job duties, "on-call" pay, "comp time," and pay issues related to acting status, disability or other leaves of absence, and light duty job assignments. The policy should also describe the methodology for periodically updating the pay structure to maintain pace with the labor market.

If desired, BT&A will assist the City in developing a policy governing how certifications and other employee professional development accomplishments could be compensated. The objective would be to create an incentive for employees to seek additional training and reward them for it.

I. Develop Implementation Plan

BT&A will assist the City in creating a plan for implementing the new pay plan. The plan would include proposed effective date of pay changes, communication schedule, and pay change procedures as applicable. BT&A will train City staff in the methodology for maintaining the pay plan, including classification of new jobs and periodic updating of the pay structure based on changing labor market conditions. Much of this would be documented in the pay policy.

J. Present Final Report

BT&A will prepare a concise final report of findings and recommendations. If desired, BT&A will present the findings and recommendations to the Board of Commissioners & Mayor.

K. Timetable and Fee Estimate

Given our anticipated workload, the project should be completed by April 16.

Based on the scope of our services outlined above, our estimated fees for the project, including expenses, are shown in the table on the following page. We anticipate the project will require approximately 42 consulting hours and that our fees will not exceed $7,325.

Our fee estimate is effective through August 31, 2021.

If the scope of the project is significantly increased by the City of Lakeland from the services outlined above, we will bill additional hours at the rate of $160 per hour. Such hours would be subject to your approval in advance. Similarly, our fees will be less if our involvement is less than that specified in our proposal.

Cost Proposal Detail	
Project Activity	Professional Fees
Fact Finding Interviews, Job Description Review Only	$ 640
Compile Comparative Market Data	1,700
Compare City of Lakeland Salaries to Market	640
City of Lakeland Benefits Market Comparison	1,120
Job Classification and Pay Structure	640
Recommend Employee Salary Adjustments	320
Review Pay Administration Policy	960
Develop Implementation Plan	160
Final Report; Presentation to Board	800
TOTAL PROFESSIONAL FEES	$ 6,980
Expenses @5%	$ 345
TOTAL FEES	**$ 7,325**

We would enjoy working with City Staff on this project.

Sincerely,

Steven J. Thompson
President

The signature of a City representative below will indicate agreement with the scope of services outlined above and our estimated fees for the project.

Accepted:

Signature: _____
City of Lakeland Representative

Title: _____ Date: _____

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - authorizing the reduction of Security for Public and Common Improvements in Oakwood Grove Subdivision Phases 1A, 2A, 3A. *Sponsored by Emily Harrell*

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, authorize the reduction of Security for Public and Common Improvements in Oakwood Grove Subdivision Phases 1A, 2A, 3A from Ninety-Five Thousand Dollars ($95,000) to TwentyThousand Dollars ($20,000).

BUDGET IMPACT

The remaining Twenty Thousand Dollar ($20,000) Security will be retained for the one (1) year warranty on the final surface course of asphalt.

DISCUSSION

The Final Plat for Oakwood Grove Subdivision Phases 1A, 2A, 3A was approved by the Municipal Planning Commission on May 17, 2018. The Board of Commissioners reduced the Security to Ninety-Five Thousand Dollars ($95,000) in July 2018, upon Acceptance of Public Improvements. The final surface asphalt has been placed and the one (1) year warranty on all other public infrastructure has expired. The Engineer recommends retaining Twenty Thousand Dollars ($20,000) for the one (1) year warranty remaining on the final surface course asphalt.

RESOLUTION R-12-2021

A RESOLUTION AUTHORIZING THE REDUCTION OF SECURITY FOR PUBLIC AND COMMON IMPROVEMENTS IN OAKWOOD GROVE SUBDIVISION PHASES 1A, 2A, 3A.

WHEREAS, TFB, LLC issued a letter of credit to the City of Lakeland as a Security for the construction of Public and Common Improvements in Oakwood Grove Subdivision Phases 1A, 2A, 3A in the amount of Two Hundred Seventy-Five Thousand One Hundred Fifty Dollars and One Cent ($275,150.01); and,

WHEREAS, in July 2018, the Board of Commissioners accepted Public Improvements and reduced the Security to Ninety-Five Thousand Dollars ($95,000); and,

WHEREAS, the final surface asphalt has been placed and the warranty period for all other public infrastructure has expired; and,

WHEREAS, the City Engineer has reviewed the request for reduction of security and recommends a reduction from Ninety-Five Thousand Dollars ($95,000) to Twenty Thousand Dollars ($20,000).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE: hereby authorize the reduction of the Security for Public and Common Improvements in Oakwood Grove Subdivision Phases 1A, 2A, 3A from Ninety-Five Thousand Dollars ($95,000) to Twenty Thousand Dollars ($20,000).

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - approving the purchase of a 2021 Ford F-150 4x4 SuperCrew Cab XL from Ford of Murfreesboro through State of Tennessee Statewide Contract #64470. *Sponsored by Patrick O'Mara*

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

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, approve the purchase of a 2021 Ford F-150 4x4 SuperCrew Cab XL from Ford of Murfreesboro through State of Tennessee Statewide Contract #64470 in the amount of Thirty Thousand, Seven Hundred Thirty-Eight Dollars ($30,738).

BUDGET IMPACT

The truck will be purchased from the State of Tennessee Statewide Contract #64470. Funds are budgeted in the FY21 Park Development funds.

DISCUSSION

Parks Maintenance currently has a single 13-year-old compact truck. The new F-150 will be assigned to the Parks Maintenance Technician II and is better able to relocate maintenance equipment such as the trailer-mounted pressure washer purchased earlier in FY21 and mowing equipment.

RESOLUTION R-13-2021

RESOLUTION APPROVING THE PURCHASE OF A 2021 FORD F-150 4X4 SUPERCREW CAB XL FROM FORD OF MURFREESBORO THROUGH STATE OF TENNESSEE STATEWIDE CONTRACT #64470

WHEREAS, the City desires to purchase a new pick-up truck to be used for Parks Maintenance in the Parks and Recreation Department; and,

WHEREAS, the truck is available for purchase from Ford of Murfreesboro through State of Tennessee Statewide Contract; and,

WHEREAS, Funding for this purchase will be from Fiscal Year 2021 Park Development Funds

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE: That the City Manager is hereby authorized to purchase a new 2021 Ford F-150 4x4 SuperCrew Cab XL in the amount of Thirty Thousand, Seven Hundred Thirty-Eight Dollars ($30,738).

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

2021 F-150 4x4 SuperCrew Cab Styleside 5.5' box 145" WB XL (W1E)

Price Level: 130

IN STOCK

Client Proposal

Prepared by:

DONALD SMITH (DONNIE)

Office: 615-571-3314CELL

Quote ID: LAKE150CR

Date: 02/09/2021

Ford of Murfreesboro | 1550 N.W. Broad St., Murfreesboro, Tennessee, 371291709

Office: 888-505-4898 | Fax: 6158939730

Prepared by: DONALD SMITH (DONNIE)
02/09/2021

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2021 F-150 4x4 SuperCrew Cab Styleside 5.5' box 145" WB XL (W1E)

Price Level: 130 | Quote ID: LAKE150CR

As Configured Vehicle

Code	Description	MSRP
Base Vehicle		
W1E	Base Vehicle Price (W1E)	$40,160.00
Packages		
101A	Equipment Group 101A High	$920.00
	- Option Discount	-$750.00
	Includes: *- Transmission: Electronic 10-Speed Automatic* *Includes selectable drive modes: normal, ECO, sport, tow/haul, slippery, deep snow/sand and mud/rut.* *- Tires: 265/70R17 OWL A/T* *- Radio: AM/FM Stereo w/6 Speakers* *Includes auxiliary audio input jack.* *- SYNC 4* *Includes 8" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owners manual.* *- Cruise Control* *- Reverse Sensing System*	
Powertrain		
995	Engine: 5.0L V8	$1,995.00
	Includes auto start-stop technology and flex-fuel capability. *Includes:* *- 3.31 Axle Ratio* *- GVWR: 7,050 lbs Payload Package*	
44G	Transmission: Electronic 10-Speed Automatic	Included
	Includes selectable drive modes: normal, ECO, sport, tow/haul, slippery, deep snow/sand and mud/rut.	
X27	3.31 Axle Ratio	Included
NNGV6	GVWR: 7,050 lbs Payload Package	Included
Wheels & Tires		
STDTR	Tires: 265/70R17 OWL A/T	Included
64F	Wheels: 17" Silver Painted Aluminum	Included
Seats & Seat Trim		
A	Vinyl 40/20/40 Front Seat	N/C
Other Options		

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2021 F-150 4x4 SuperCrew Cab Styleside 5.5' box 145" WB XL (W1E)

Price Level: 130 | Quote ID: LAKE150CR

As Configured Vehicle (cont'd)

Code	Description	MSRP
145WB	145" Wheelbase	STD
STDRD	Radio: AM/FM Stereo w/6 Speakers	Included
	Includes auxiliary audio input jack. *Includes:* *- SYNC 4* *Includes 8" LCD capacitive touchscreen with swipe capability, wireless phone connection, cloud connected, AppLink with App catalog, 911 Assist, Apple CarPlay and Android Auto compatibility and digital owners manual.*	
86A_	XL Chrome Appearance Package	$775.00
	- Option Discount	-$500.00
	Includes: *- Wheels: 17" Silver Painted Aluminum* *- Chrome Front & Rear Bumpers* *- Fog Lamps*	
53B	Class IV Trailer Hitch Receiver	$205.00
	Ordering the Trailer Tow Package does not include Integrated Brake Controller (67T). Integrated Brake Controller (67T) is a standalone option and must be ordered separately.	
	Includes towing capability up to TBD lbs. on 3.3L V6 PFDI engine (99B) and 2.7L EcoBoost engine (99P) or up to TBD lbs. on 3.5L EcoBoost engine (998) and 5.0L V8 engine (995), 7-pin wiring harness with 7-pin-to-4-pin adapter and smart trailer tow connector (Includes BLIS w/trailer tow coverage where BLIS is available.).	
PAINT	Monotone Paint Application	STD
76R	Reverse Sensing System	Included
595_	Fog Lamps	Included
153	Front License Plate Bracket	N/C
	Standard in states requiring 2 license plates, optional to all others.	
Fleet Options		
17C	Chrome Front & Rear Bumpers	Included
50S	Cruise Control	Included
Interior Color		
AS_02	Black Medium Dark Slate	N/C
Exterior Color		
YZ_01	Oxford White	N/C

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

2021 F-150 4x4 SuperCrew Cab Styleside 5.5' box 145" WB XL (W1E)

Price Level: 130 | Quote ID: LAKE150CR

As Configured Vehicle (cont'd)

Code	Description	MSRP
SUBTOTAL		$42,805.00
Destination Charge		$1,695.00
TOTAL		$44,500.00

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Warranty

Standard Warranty

Basic			
Distance	36,000 miles	Months	36 months
Powertrain			
Distance	60,000 miles	Months	60 months
Corrosion Perforation			
Distance	Unlimited miles	Months	60 months
Roadside Assistance			
Distance	60,000 miles	Months	60 months

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Prepared by: DONALD SMITH (DONNIE)
02/09/2021

Ford of Murfreesboro | 1550 N.W. Broad St. Murfreesboro Tennessee | 371291709

2021 F-150 4x4 SuperCrew Cab Styleside 5.5' box 145" WB XL (W1E)

Price Level: 130 | Quote ID: LAKE150CR

CITY OF LAKELAND

$44,015.00 MSRP STATE

$29,963.00 SWC 209 CONTRACT 64470

$775.00 XL CHROME PKG

$30,738.00 TOTAL

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - approving a contract with Fisher Arnold, Pickering, and SSR for On-Call Professional Engineering Services. *Sponsored by Emily Harrell*

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, approve a contract with Fisher Arnold, Pickering, and SSR for On-Call Professional Engineering Services.

BUDGET IMPACT

The On-Call Contract is per task not to exceed $50,000 in professional services. The monies for each task is budgeted within the total project cost or otherwise funded through Architectural/Engineering/Landscaping Service line item.

DISCUSSION

The On-Call professional engineering services contract will be utilized for analysis requiring specialized software and projects which cannot be designed in-house. The contracts are limited to projects with professional services totaling less than Fifty Thousand Dollars ($50,000). A Request for Qualifications (RFQ) was issued in February 2021. The City received twelve (12) proposals from interested firms. Three contracts are typically awarded based on the average number of tasks the City issues per year.

A committee of five staff members rated each proposal based on the following criteria as outlined in the Request for Qualifications:

1. Quality of Submission
2. Knowledge of Technical Requirements
3. Responsiveness to Project Description
4. Quality and Availability of Staff Assigned to the Project
5. Specific Experience of the Proposed Staff
6. Overall Experience of the Firm
7. Performance on Similar Projects

The top ranking firms were Fisher Arnold, Pickering, and SSR. Task orders will be issued to the firms on a rotating basis as needed for the design or analysis of various types of municipal projects including road construction, drainage improvements, sanitary sewer improvements,

facilities, and park projects. The contracts are for a duration of three (3) years.

RESOLUTION R-14-2021

A RESOLUTION APPROVING A CONTRACT WITH FISHER ARNOLD, PICKERING, AND SSR FOR ON-CALL PROFESSIONAL ENGINEERING SERVICES

WHEREAS, the City desires to have on-call professional engineering services; and,

WHEREAS, Fisher Arnold, Pickering, and SSR were selected from twelve proposals received: and,

WHEREAS, Fisher Arnold, Pickering, and SSR are willing and able to provide these services as specified in the Contract documents; and,

WHEREAS, Funding will be appropriated from the General Fund for Architectural, Engineering, and Landscaping Services

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 to attest, a contract with Fisher Arnold, Pickering and SSR for On-Call Professional Engineering Services in an amount not to exceed Fifty Thousand Dollars ($50,000) per task order.

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - to approve the purchase of a Polaris UTV from Polaris Sales, Inc. through Sourcewell Contract 051717-PSI. *Sponsored by Emily Harrell*

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, approve the purchase of a 2021 Ranger 1000 Polaris UTV from Polaris Sales, Inc. through Sourcewell contract #051717-PSI

BUDGET IMPACT

The utility vehicle will be purchased through Sourcewell Contract 051717-PSI. Sourcewell provides nationally competitive pricing for local governments and schools. The cost of the vehicle is $14,562.84. The funds are budgeted in the FY21 Sewer Fund - Light Equipment

DISCUSSION

The utility vehicle will be used for maintenance activities at the Wastewater Treatment Plant. The wastewater plant is a 35-acre site with 8 process facilities. The utility vehicle will be used in daily sample collection, maintenance and hauling of parts and supplies. The unit is a Ranger 1000 4wd with winch.

RESOLUTION R-15-2021

A RESOLUTION TO APPROVE THE PURCHASE OF A 2021 RANGER 1000 POLARIS UTV FROM POLARIS SALES, INC. THROUGH SOURCEWELL CONTRACT #051717-PSI

WHEREAS, the City desires to purchase a new utility terrain vehicle (UTV) to be used at the Scotts Creek Wastewater Treatment Plant; and,

WHEREAS, the Ranger 1000 is available for purchase from Polaris Sales, Inc. through Sourcewell Contract 051717-PSI; and,

WHEREAS, Funding for this purchase will be from Fiscal Year 2021 Sewer Fund – Light Equipment

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE: That the City Manager is hereby authorized to purchase a new 2021 Ranger 1000 Polaris UTV in the amount of Fourteen Thousand Five Hundred Sixty-Two Dollars and Eighty-Four Cents ($14,562.84).

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

RANGER 1000 SOLAR RED

POLARIS
GOVERNMENT & DEFENSE

KEY SPECIFICATIONS

61	11.35	2"
HORSEPOWER	GALLON FUEL CAPACITY	HITCH RECEIVER

ENGINE & DRIVETRAIN

Cooling	Liquid
Cylinders Displacement	999cc
Drive System Type	High Performance On-Demand True AWD/2WD/VersaTrac Turf Mode
Engine Type	4-Stroke Twin Cylinder SOHC
Fuel System/Battery	Electronic Fuel Injection
Horsepower	61 HP
Transmission/Final Drive	Automatic PVT H/L/N/R/P; Shaft

DIMENSIONS

Bed Box Dimensions (L x W x H)	36.75 x 54.25 x 12.5 in (93.3 x 137.8 x 31.75 cm)
Box Capacity	1,000 lb (453.6 kg)
Estimated Dry Weight	1,437 lb (652 kg)
Fuel Capacity	11.35 gal (43 L)
Ground Clearance	12 in (30.5 cm)
Hitch Towing Rating	2,500 lb (1,133.9 kg)
Overall Vehicle Size (L x W x H)	120 x 62.5 x 76 in. (305 x 158 x 193 cm)
Payload Capacity	2,070 lb (939 kg)
Person Capacity	3
Wheelbase	81 in (206 cm)

BRAKES

Front/Rear Brakes	4-Wheel Hydraulic Disc with Dual-Bore Front and Rear Calipers
Parking Brake	Park In-Transmission

SPECIFICATIONS

Adjustable Driver Seat	Not Equipped
Cargo System	Lock & Ride
Hitch Type	Standard 2 in (5 cm) Receiver
Instrumentation	4" LCD Rider Information Center: User Selectable Blue/Red Backlighting & Brightness, Programmable Service Intervals, Speedometer, Tachometer, Odometer, Tripmeter, Clock, Hour Meter, Gear Indicator, Fuel Gauge, Coolant Temperature, Voltmeter, Service Indicator and Codes, Seat Belt Reminder, DC Outlet
Lighting	Halogen Headlamps, 55W Low Beam, 60W High Beam, Dual LED Taillamps
Other Standard Features	Polaris Pulse Electrical System (3 position), Standard In-Dash SAE Charge Port
Tilt Steering	Standard

TIRES / WHEELS

Electronic Power Steering	Not Equipped
Front Tires	25 x 10-12; Carlisle 489
Rear Tires	25 x 11-12; Carlisle 489
Wheels	Stamped Steel

SUSPENSION

Front Suspension	Dual A-Arm 10 in. (25.4 cm) Travel
Rear Suspension	Dual A-Arm, IRS 10 in (25.4 cm) Travel

QUOTE

Polaris Sales Inc
2100 Hwy 55, Medina (Hamel), MN 55340
Phone: 866-468-7783 Fax: 763-847-8288

gov.info@polaris.com
www.polaris.com

Contact Information:
Name: Spencer Smalley
Email: ssmalley@lakelandtn.org
Phone: (901) 870-1803
Fax:

Quote Number: QUO-23917-C6J1H5
Revision #: 0
Date: 2/11/2021 2:56 PM
Quote Expires: 3/13/2021

Bill To:
City of Lakeland, TN
9708 Old Brownsville Rd

Lakeland, TN

Ship To:
City of Lakeland, TN

9708 Old Brownsville Rd

Lakeland, TN

Contract Name: Sourcewell
Contract #: 051717-PSI
Expiration Date: 7/17/2021

Cage: 3FP69
Duns#: 123399383
Tax ID#: 41-1921490
Customer#:

Freight	Delivery Terms	Payment Terms	Payment Methods
FOB Destination-CONUS US Continental (CONUS) Only	90 Days	Net 30	Visa Mastercard Wire Check

Item #	QTY	Description	MSRP	Discount Price	Extended
R21TAA99A7	1	RANGER 1000 - Solar Red - 49 State	$12,999.00	$12,222.29	$12,222.29
2889030	1	1000 / XP 1000 / Crew 1000 / Crew XP 1000 Fixed Glass Windshield	$729.99	$610.47	$610.47
2879013	1	1000 / XP 1000 / Crew 1000 / Crew XP 1000 Glass Rear Panel	$389.99	$326.14	$326.14
2882714	1	1000's Polaris HD 4500 LB Winch (steel cable)	$619.99	$518.48	$518.48
2884123	1	1000 / Crew 1000 Front Brushguard (std. on 1000 / Crew 1000 Premium)	$399.99	$334.50	$334.50
2882911	1	1000 / XP 1000 Poly Sport Roof	$329.99	$275.96	$275.96

Comments:

SUBTOTAL	$14,287.84
INSTALL*	$275.00
FREIGHT	$0.00
TAX	$0.00
TOTAL	$14,562.84

*Installation Pricing is Open Market

Polaris Sales Inc
2100 Hwy 55, Medina (Hamel), MN 55340
Phone: 866-468-7783 Fax: 763-847-8288

QUOTE

gov.info@polaris.com
www.polaris.com

Acceptance and Payment Information

Wire Payment:
US Bank
602 2nd Ave South
Minneapolis, MN 55402

Phone: 1-888-799-4737
ABA#: 091 000 022
Acct#: 1 702 2513 9170
Ref: Sourcewell Sourcewell Pricing for Polaris Ranger
PO#:

Ship To Address:	Billing Address:
Name:	Name:
Address:	Address:
Address:	Address:
Address:	Address:
City, State & ZIP:	City, State & ZIP:
Contact Name:	Contact Name:
Phone:	Phone:
Alternate Contact Name:	Alternate Contact Name:
Alternate Phone:	Alternate Phone:
Email:	Email:

Credit Card Holder:
Credit Card Type: VISA / Mastercard
Card Number:

Expiration Date:

To accept this quotation, sign here and return: _____

Printed name: _____

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - to approve the purchase of wetland mitigation credits from West Tennessee Wetlands Mitigation Bank for the Lakeland Athletic Complex Phase 1 project. *Sponsored by Emily Harrell*

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, authorize the purchase of wetland mitigation credits from the West Tennessee Wetland Mitigation Bank for the Athletic Complex Project

BUDGET IMPACT

The cost for mitigation credits is $40,000 per acre. The project requires 0.34 acres of mitigation which totals $13,600. This is a one time cost related to a US Army Corp of Engineers 404 Nationwide Permit.

DISCUSSION

The Athletic Complex project located at 9661 Memphis Arlington Road will impact approximately 0.16 acres of wetlands. The impacts require a 404 Nationwide permit from the US Army Corps of Engineers. The Corps requires mitigation for impacts to wetlands over 0.10 acres. The amount of mitigation for impacts on the Athletic Complex project are a rate of 2:1. The City proposes to purchase 0.34 units of mitigation credits from the West TN Wetlands Mitigation Bank to meet the 404 permit requirements.

RESOLUTION R-16-2021

A RESOLUTION AUTHORIZING THE PURCHASE OF WETLAND MITGATION CREDITS FROM WEST TENNESSEE WETLANDS MITIGATION BANK FOR THE LAKELAND ATHLETIC COMPLEX PHASE 1 PROJECT

WHEREAS, the City desires to construct an athletic complex at 9661 Memphis Arlington Road; and,

WHEREAS, Phase 1 of the project impacts approximately 0.16 acres of wetlands: and,

WHEREAS, the US Army Corps of Engineers (USACE) 404 Nationwide Permit requires mitigation at a rate of 2:1; and,

WHEREAS, the City proposes to purchase 0.34 mitigation credits from the West TN Wetlands Mitigation Bank: and,

WHEREAS, Funding will be appropriated from the FY21 General Fund Budget

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE: That the City Manager is hereby authorized to purchase wetland mitigation credits from the West TN Wetlands Mitigation Bank in the amount of Thirteen Thousand Six Hundred Dollars ($13,600).

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Ordinance - Final Reading** - amending the Fiscal Year 2020-2021 Budget, passed by Ordinance 20-285, as amended by Ordinance 20-286. *Sponsored by Michael Walker*

Staff Contact: Michael Walker, Finance & HR Director

STAFF RECOMMENDATION

Staff recommends the passage of Ordinance 21-288 upon second and final reading based upon the information presented and discussions of the need for these amendments in the February Board of Commissioners meeting.

BUDGET IMPACT

See Exhibit A to the Ordinance.

DISCUSSION

No further discussion presented at this time other than notes on Exhibit A.

ORDINANCE 2021-288

AN ORDINANCE OF THE CITY OF LAKELAND, TENNESSEE AMENDING THE FISCAL YEAR 2020-2021 BUDGET, PASSED BY ORDINANCE 20-285, AS AMENDED BY ORDINANCE 20-286

WHEREAS, the City of Lakeland adopted the fiscal year 2020-2021 budget by passage of Ordinance 20-285 on June 11, 2020; and

WHEREAS, the City of Lakeland Board of Commissioners adopted Ordinance 20-286 on October 22, 2020 amending the fiscal year 2020-2021 budget originally set in Ordinance 20-285; and

WHEREAS, expenditure and transfer amounts in the General Fund, State Street Aid Fund, Debt Service Fund, and Storm Water Fund are expected to differ from amended projections due to subsequent events and information available; and

WHEREAS, the Lakeland Board of Education has approved amendments to the General Purpose School Fund, the School Federal Projects Fund, School Discretionary Grants Fund, and the School Capital Projects Fund that require Board of Commissioners approval.

NOW, THEREFORE, BE IT ORDAINED BY THE BOARD OF COMMISSIONERS OF THE CITY OF LAKELAND, TENNESSEE THAT CHANGES BE MADE TO THE FISCAL YEAR 2020-2021 BUDGET AS FOLLOWS**:**

SECTION 1. Ordinances 20-285 and 20-286 are hereby amended according to the attached budget amendment (Exhibit A).

SECTION 2. The Board of Commissioners authorizes the Finance and Human Resources Director to make said changes in the accounting system.

SECTION 3. This ordinance shall take effect immediately upon final passage.

SECTION 4. All ordinances or parts of ordinances in conflict with any provision of this ordinance are hereby repealed.

First Reading: February 11, 2021
Public Hearing: March 11, 2021
Final Reading: March 11, 2021

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

2020-2021 BUDGET - CITY OF LAKELAND	ORIGINAL BUDGET ORD 20-285 2020-2021	REVISED BUDGET ORD 20-286 & TRANSFERS 2020-2021	AMENDMENT ORD 21-288 FINAL READING 03/11/21		PROPOSED BUDGET 2020-2021
CITY FUNDS					
General Fund					
Revenue and Other Financing Sources					
Property Tax	$ 4,562,475	$ 4,562,475	$ -		$ 4,562,475
Local Taxes (including sales tax)	1,885,399	1,885,399	-		1,885,399
Licenses and Permits	258,819	258,819	-		258,819
Grants	2,240,438	3,357,177	430,400	7	3,787,577
Intergovernmental	1,530,600	1,530,600	-		1,530,600
Charges for Services	326,580	326,580	-		326,580
Other Revenue	42,000	42,000	-		42,000
Other Financing Sources:					
Loan Proceeds	-	-	14,794,500	1	14,794,500
Transfer from School System Fund	706,250	706,250	-		706,250
Total	11,552,561	12,669,300	15,224,900		27,894,200
Expenditures and Other Financing Uses					
General Government	(1,713,917)	(1,876,785)	(69,845)	2	(1,946,630)
Community Development	(645,853)	(646,101)	(8,100)	3	(654,201)
Public Works	(571,509)	(581,072)	-		(581,072)
Parks and Recreation (including Senior Center & IH)	(680,337)	(690,526)	-		(690,526)
Capital	(4,623,000)	(5,433,890)	(554,000)	4,7	(5,987,890)
Other Financing Uses:					
Transfer to Debt Service Fund	(3,584,333)	(3,584,333)	(15,300,398)	1	(18,884,731)
Transfer to School System Fund	(559,355)	(787,655)	(67,050)	1	(854,705)
Transfer to Storm Water Fund	-	-	(245,000)	5	(245,000)
Transfer to State Street Aid Fund	(986,604)	(1,094,690)	(1,004,800)	6	(2,099,490)
Total	(13,364,908)	(14,695,052)	(17,249,193)		(31,944,245)
Surplus (Deficit)	(1,812,347)	(2,025,752)	(2,024,293)		(4,050,045)
Use of (Increase to) Assigned/Committed Fund Balance	1,812,347	1,566,051	127,479		1,693,530
Use of (Increase to) Restricted Fund Balance	-	-	-		-
Use of (Increase to) Nonspendable Fund Balance	-	320,000	-		320,000
Use of Unassigned Fund Balance (Prior Year Funds)	-	139,701	1,896,814		2,036,515
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -		$ -
Ending Fund Balance:					
Nonspendable	$ 320,000	$ -	$ -		$ -
Restricted	172,419	172,419	-		172,419
Committed	939,572	1,253,222	(127,480)		1,125,742
Assigned	67,354	-	-		-
Unassigned	8,588,342	8,448,641	(1,896,814)		6,551,827
Total Ending General Fund Balance	$ 10,087,687	$ 9,874,282			$ 7,849,988
Minimum Unassigned, per Policy	*$ 3,492,610*	*$ 3,492,610*			*$ 3,492,610*
Excess Unassigned Fund Balance	*$ 5,095,732*	*$ 4,956,031*			***$ 3,059,217***

2020-2021 BUDGET - CITY OF LAKELAND	ORIGINAL BUDGET ORD 20-285 2020-2021	REVISED BUDGET ORD 20-286 & TRANSFERS 2020-2021	AMENDMENT ORD 21-288 FINAL READING 03/11/21		PROPOSED BUDGET 2020-2021
State Street Aid					
Revenue	$ 464,700	$ 418,230	$ -		$ 418,230
Transfer from General Fund	986,604	1,094,690	1,004,800	6	2,099,490
Expenditures	(1,465,173)	(1,526,789)	(1,004,800)	6	(2,531,589)
Surplus (Deficit)	(13,869)	(13,869)	-		(13,869)
Use of Fund Balance (Prior Year Funds)	13,869	13,869	-		13,869
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -		$ -
Debt Service					
Revenue	$ -	$ -	$ -		$ -
Transfer from General Fund	3,584,333	3,584,333	15,300,398	1	18,884,731
Expenditures	(3,584,333)	(3,584,333)	(15,300,398)	1	(18,884,731)
Surplus (Deficit)	-	-	-		-
Use of Fund Balance (Prior Year Funds)	-	-	-		-
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -		$ -
Storm Water					
Revenue	$ 197,000	$ 197,000	$ -		$ 197,000
Transfer from General Fund	-	-	245,000	5	245,000
Expenditures	(272,381)	(272,381)	(245,000)	5	(517,381)
Surplus (Deficit)	(75,381)	(75,381)	-		(75,381)
Use of Fund Balance (Prior Year Funds)	75,381	75,381	-		75,381
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -		$ -
LSS FUNDS					
General Purpose School Fund (School General Fund)					
Revenue	$ 17,180,000	$ 17,106,000	$ -		$ 17,106,000
Transfer from General Fund	559,355	787,655	-		787,655
Expenditures	(17,732,685)	(18,658,685)	(524,320)		(19,183,005)
Transfer to General Fund	(706,250)	(706,250)	-		(706,250)
Transfer to Other Funds	-	-	(2,000,000)		(2,000,000)
Surplus (Deficit)	(699,580)	(1,471,280)	(2,524,320)		(3,995,600)
Use of Fund Balance (Prior Year Funds)	699,580	1,471,280	2,524,320		3,995,600
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -		$ -
School Federal Projects (Federal Grants)					
Revenue	$ 985,586	$ 1,344,988	$ 102,130		$ 1,447,118
Expenditures	(985,586)	(1,344,988)	(40,002)		(1,384,990)
Surplus (Deficit)	-	-	62,128		62,128
Use of Fund Balance (Prior Year Funds)	-	-	-		-
Net Planned Sources of Funds for Future Years	$ -	$ -	$ 62,128		$ 62,128

2020-2021 BUDGET - CITY OF LAKELAND	ORIGINAL BUDGET ORD 20-285 2020-2021	REVISED BUDGET ORD 20-286 & TRANSFERS 2020-2021	AMENDMENT ORD 21-288 FINAL READING 03/11/21	PROPOSED BUDGET 2020-2021
School Discretionary Grants (State Grants)				
Revenue	$ 83,000	$ 83,000	$ 27,750	$ 110,750
Expenditures	(83,000)	(83,000)	(27,750)	(110,750)
Surplus (Deficit)	-	-	-	-
Use of Fund Balance (Prior Year Funds)	-	-	-	-
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -	$ -
School Capital Projects (Middle School Project)				
Revenue	$ 600,000	$ 600,000	$ (106,392)	$ 493,608
Transfer from General Fund	-	-	2,067,050	2,067,050
Expenditures	(39,618,099)	(39,618,099)	(4,465,836)	(44,083,935)
Surplus (Deficit)	(39,018,099)	(39,018,099)	(2,505,178)	(41,523,277)
Use of Fund Balance (Prior Year Funds)	39,018,099	39,018,099	2,505,178	41,523,277
Net Planned Sources of Funds for Future Years	$ -	$ -	$ -	$ -
Net Transfers (Should Net to $0)	$ -	$ -	$ -	$ -

Description of Proposed Amendments:

1 These amendment amounts relate to updated debt service activities, as outlined on the detailed line-item budget page that follows. Amendment relates to 1) changes due to the refinance of the 2015 Capital Outlay Notes and related payoff/costs of issuance/ and use of remaining funds to pay a portion of LSS HS Construction costs, 2) changes in anticipated interest expenses on the variable-rate debt, and 3) payoff of the 2008 TMBF loan as discussed in January's BoC meeting.

2 Amendments relate to various additional unanticipated expenditures in the General Government category, including 1) funding of St. Jude Dream Home contribution, 2) Shelby County election commission fees, 3) funding of December employee bonuses, and 4) other minor revisions.

3 Amendments relate to planning salaries and benefits that are expected to exceed original budget.

4 Amendments relate to fees on the Dog Park Project not included on the prior amendment.

5 Amendments relate to BOC approved (via Resolution) Heron's Ridge Basin expenditures.

6 Amendments relate to 1) BOC approved (via Resolution) additional paving budget/expenditures, and 2) additional maintenance costs incurred.

7 Amendments relate to increased budget for materials and supplies on the New Canada Rd project gas line relocation.

ORD 21-288 - FY 2021 Budget Amendment 2 **Exhibit A (Continued)**

Detailed line item amendment

Fnd T Acct Obj Prj Loc Prg	Description	Original Budget	Budget Carry Fwd	Revised Budget	Other Amendments	Total Amendment 1	Proposed Revised Budget	Summary Line
110 R 33460 000 000 00000 000	New Canada Rd (PIN 107036.00)	480,000.00	-	801,470.00	430,400.00	430,400.00	1,231,870.00	7
110 R 36935 000 000 00000 000	USDA Refi Proceeds - 2015 CON	-	-	-	14,794,500.00	14,794,500.00	14,794,500.00	1
110 E 41000 132 000 00000 000	GOV - Bonus Pay	38,107.00	-	38,107.00	25,100.00	25,100.00	63,207.00	2
110 E 41000 141 000 00000 000	GOV - FICA (Employer's Share)	13,904.00	-	13,904.00	1,925.00	1,925.00	15,829.00	2
110 E 41000 143 000 00000 000	GOV - Retirement	6,072.00	-	6,072.00	2,040.00	2,040.00	8,112.00	2
110 E 41000 147 000 00000 119	GOV - Unemployment - COVID	-	-	1,600.00	5,000.00	5,000.00	6,600.00	2
110 E 41000 252 000 00000 800	GOV Legal Services - COVID-19	-	-	17,140.00	10,000.00	10,000.00	27,140.00	2
110 E 41000 720 000 00000 000	St Jude Dream Home	-	-	-	11,050.00	11,050.00	11,050.00	2
110 E 41210 111 000 00000 000	CRT - Salary	3,000.00	-	3,000.00	2,000.00	2,000.00	5,000.00	2
110 E 41330 670 000 00000 000	BOC - Election Commission Fee	-	-	-	11,930.00	11,930.00	11,930.00	2
110 E 41670 773 000 00000 000	ENG - New Canada Rd Improvemen	600,000.00	-	920,000.00	538,000.00	538,000.00	1,458,000.00	7
110 E 41700 111 000 00000 000	PLN - Salary	61,202.00	-	61,202.00	6,900.00	6,900.00	68,102.00	3
110 E 41700 123 000 00000 000	PLN - Overtime Wages	1,348.00	-	1,348.00	1,200.00	1,200.00	2,548.00	3
110 E 41711 948 000 00000 000	IS - Computer Upgrades	9,700.00	-	6,393.00	800.00	800.00	7,193.00	2
110 E 44710 924 000 00000 000	Dog Park Project	250,000.00	-	325,000.00	16,000.00	16,000.00	341,000.00	4
110 E 51621 765 000 00000 000	Operating Trans To State Stree	986,604.00	-	1,094,689.80	1,004,800.00	1,004,800.00	2,099,489.80	6
110 E 51630 690 000 00000 000	Operating Transfer To Debt Ser	3,584,333.00	-	3,584,333.00	15,300,398.00	15,300,398.00	18,884,731.00	1
110 E 51640 700 000 00000 000	Operating Trans to Storm Water	-	-	-	245,000.00	245,000.00	245,000.00	5
110 E 51923 762 000 00000 000	Capital Trans to LSS	-	-	-	67,050.00	67,050.00	67,050.00	1
121 R 37950 000 000 00000 000	Transfer In from General Fund	986,604.00	-	1,094,689.80	1,004,800.00	1,004,800.00	2,099,489.80	6
121 E 43100 268 000 00000 000	STR - Repair & Maintenance Roa	800,000.00	-	800,000.00	1,000,000.00	1,000,000.00	1,800,000.00	6
121 E 43100 533 000 00000 000	STR - Machinery & Equip Rental	5,000.00	-	8,600.00	4,800.00	4,800.00	13,400.00	6
210 R 37950 000 000 00000 000	Transfer In from General Fund	3,584,333.00	-	3,584,333.00	15,300,398.00	15,300,398.00	18,884,731.00	1
210 E 49200 622 000 00000 000	Principal - TMBF #50538	223,000.00	-	223,000.00	2,515,000.00	2,515,000.00	2,738,000.00	1
210 E 49200 625 000 00000 000	Principal - 20M CONs, 2015	1,530,000.00	-	1,530,000.00	12,820,000.00	12,820,000.00	14,350,000.00	1
210 E 49400 641 000 00000 000	Interest - 2004 TMBF #50236	11,108.00	-	11,108.00	(8,108.00)	(8,108.00)	3,000.00	1
210 E 49400 642 000 00000 000	Interest - 2008 TMBF #50538	54,369.00	-	54,369.00	(48,369.00)	(48,369.00)	6,000.00	1
210 E 49400 645 000 00000 000	Interest - 20M CONs, Series 20	699,025.00	-	699,025.00	(12,125.00)	(12,125.00)	686,900.00	1
210 E 49500 694 015 00000 000	COI - CON 2015 Refi - USDA	-	-	-	34,000.00	34,000.00	34,000.00	1
416 R 37950 000 000 00000 000	Transfer In from General Fund	-	-	-	245,000.00	245,000.00	245,000.00	5
416 E 46000 900 000 00000 000	STW - Capital Projects	200,000.00	-	200,000.00	245,000.00	245,000.00	445,000.00	5

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution -** approving a contract with Tennessee Department of Transportation for Lakeland Transportation Plan Update. *Sponsored by Emily Harrell*

Staff Contact: Emily Harrell, City Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, approve a contract with Tennessee Department of Transportation for Lakeland Transportation Plan Update.

BUDGET IMPACT

The City secured a $350,000 grant in the 2020-2023 Transportation Improvement Plan (TIP) through the Memphis Metropolitan Planning Organization (MPO). The grant is 80% federal funds with a 20% local match. The City's match is $70,000 and is budgeted in the current FY21 General Fund - Engineering Budget.

DISCUSSION

The Lakeland Transportation Plan Update will evaluate the ability of the existing and planned roadway system to accommodate future traffic volumes upon full buildout. The project includes data collection, demographic/economic forecasts, travel model update, identifying deficiencies and recommendations for improvements to the City's roadway network. Multimodal facilities (bike and pedestrian) will also be included in the plan update to provide a complete transportation system for the City. Public involvement will be utilized to identify community needs.

The City of Lakeland Transportation Plan was last updated in 2009. Since that time, the City has seen a substantial amount of growth with many new developments on the horizon. In the most recent TIP, the MPO added a grouping for plans and plan updates related to transportation facilities. The City submitted an application and was awarded a grant for an update to the City's Transportation Plan. Upon receipt of the Notice to Proceed from TDOT, the City will issue a Request for Qualifications to select a consultant to complete the project. The Transportation Plan Update will take approximately 1 year to complete.

RESOLUTION R-17-2021
A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH THE TENNESSEE DEPARTMENT OF TRANSPORTATION FOR THE LAKELAND TRANSPORATION PLAN UPDATE

WHEREAS, the City of Lakeland desires to update its Transportation Plan; and,

WHEREAS, the City of Lakeland is a recipient of a Surface Transportation Programs Grant in the amount of $350,000 to complete the Transportation Plan Update; and,

WHEREAS, the Grant requires a 20% local match in the amount of $70,000; and,

WHEREAS, the funds for the project are budgeted in the FY21 General Fund – Engineering/Transportation Plan Update budget.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LAKELAND, TENNESSEE: That the Mayor is hereby authorized and directed to execute, and the City Recorder to attest, an agreement with Tennessee Department of Transportation for the Lakeland Transportation Plan Update

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11rd day of March, 2021, public welfare requiring it.

_____
Mike Cunningham, Mayor

ATTEST:

_____
Debra Murrell
City Recorder

STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
PROGRAM DEVELOPMENT & ADMINISTRATION DIVISION
LOCAL PROGRAMS DEVELOPMENT OFFICE
SUITE 600, JAMES K. POLK BUILDING
505 DEADERICK STREET
NASHVILLE, TN 37243-1402
(615) 741-5314

CLAY BRIGHT
COMMISSIONER

BILL LEE
GOVERNOR

March 3, 2021

The Honorable Mike Cunningham
Mayor, City of Lakeland
10001 Highway 70
Lakeland, TN 38002

Re: Transportation Plan Update
Lakeland, Shelby County
PIN: 130938.00
Federal Project Number: STP-M-7900(64)
State Project Number: 79LPLM-F1-745
Agreement Number: 200276

Dear Mayor Cunningham:

I am attaching a contract providing for the development of the referenced project. Please review the contract and advise me if it requires further explanation. If you find the contract satisfactory please execute it in accordance with all rules, regulations and laws, obtain the signature of the attorney for your agency, and return the contract to me. Once the contract is fully executed, we will send a copy to you for your records.

As you are aware, TDOT will provide reviews of your work during project development. To ensure that TDOT staff schedules adequate time for your project, we are asking that you provide the dates on which you will accomplish project activities. We've listed those activities in this letter. We realize your proposed dates are tentative and subject to change. We will check with you during project development to update project information. The charges for these reviews are noted on Exhibit A of this contract as TDOT ES (for TDOT Engineering Services).

Remember that activities for which you want reimbursement cannot proceed until you receive a Notice to Proceed (NTP) from this office. For those activities please provide an estimate of the number of weeks after the receipt of the NTP you will begin the activity. For all other activities, those for which you are providing the funding, or have an NTP, please provide a month and year estimate.

If you have any questions or need any additional information, please contact Meghan Wilson at 615-253-2166 or meghan.wilson@tn.gov.

Sincerely,

Kimery Grant

Kimery Grant
Transportation Manager 2

Attachment

Project Schedule

PIN _____

Activity	**Month/Year**
Begin NEPA Phase	__/__
Select Consultant	__/__
Submit Environmental Document to TDOT for Review	__/__
Begin Design Phase	__/__
Submit Preliminary Engineering Plans to TDOT for Review	__/__
Submit Right-of-Way Plans to TDOT for Review	__/__
Begin Right-of-Way acquisition if Applicable, and Utilities Coordination	__/__
Submit ROW, Utility and Railroad Estimates to TDOT	__/__
Submit Construction Plans to TDOT for Review	__/__
Submit Construction Estimate to TDOT for Review	__/__
Submit Bid Book and Advertisement to TDOT for Review	__/__
Advertise Project for Bids	__/__
Hold Bid Opening	__/__
Submit Bid Tabs to TDOT for Approval	__/__
Award Project	__/__
Hold Pre-Construction Conference	__/__

Date Completed_____

Agreement Number: 200276

Project Identification Number: 130938.00

Federal Project Number: STP-M-7900(64)

State Project Number: 79LPLM- F1-745

State of Tennessee Department of Transportation

LOCAL AGENCY PROJECT AGREEMENT

THIS AGREEMENT, made and entered into this _____ day of _____, 20___ by and between the STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION, an agency of the State of Tennessee (hereinafter called the "Department") and the CITY OF LAKELAND (hereinafter called the "Agency") for the purpose of providing an understanding between the parties of their respective obligations related to the management of the project described as:

Transportation Plan Update

A. PURPOSE OF AGREEMENT

A.1 Purpose:

a) The purpose of this Agreement is to provide for the Department's participation in the project as further described in Exhibit A attached hereto and by this reference made a part hereof (hereinafter called the "Project") and state the terms and conditions as to the manner in which the Project will be undertaken and completed.

A.2 Modifications and Additions:

a) Exhibit(s) are attached hereto and by this reference made a part hereof.

B. ACCOMPLISHMENT OF PROJECT

B.1 General Requirements:

a)

	Responsible Party	Funding Provided by Agency or Project.
Environmental Clearance by:	**Agency**	**Agency**
Preliminary Engineering by:	**Agency**	**Project**
Right-of-Way by:	**N/A**	**N/A**
Utility Coordination by:	**N/A**	**N/A**
Construction by:	**N/A**	**N/A**

b) After receiving authorization for a phase, the Agency shall commence and complete the phases as assigned above of the Project as described in Exhibit A with all practical dispatch, in a sound, economical, and efficient manner, and in accordance with the provisions herein, and all applicable laws. The Project will be performed in accordance with all latest applicable Department procedures, guidelines, manuals, standards, and directives as described in the Department's Local Government Guidelines, available in electronic format, which by this reference is made a part hereof as if fully set forth herein.

c) A full time employee of the Agency shall supervise the herein described phases of the Project. Said full time employee of the Agency shall be qualified to and shall ensure that the Project will be performed in accordance with the terms of this Agreement and all latest applicable Department procedures, guidelines, manuals, standards, and directives as described in the Department's Local Government Guidelines and this Agreement.

B.2 Completion Date:

a) The Agency agrees to complete the herein assigned phases of the Project on or before **March 1, 2026**. If the Agency does not complete the herein described phases of the Project within this time period, this Agreement will expire on the last day of scheduled completion as provided in this paragraph unless an extension of the time period is requested by the Agency and granted in writing by the Department prior to the expiration of the Agreement. An extension of the term of this Agreement will be effected through an amendment to the Agreement. Expiration of this Agreement will be considered termination of the Project. The cost of any work performed after the expiration date of the Agreement will not be reimbursed by the Department.

B.3 Environmental Regulations:

a) The Department will review environmental documents and require any appropriate changes for approval as described in the Department's Local Government Guidelines.

b) In the event the Agency is made responsible for the Environmental Clearances in Section B.1(a) of this Agreement, the Agency will be solely responsible for compliance with all applicable environmental regulations and for any liability arising from non-compliance with these regulations and will reimburse the Department of any loss incurred in connection therewith to the extent permitted by Tennessee Law. The Agency will be responsible for securing any applicable permits as described in the Department's Local Government Guidelines.

c) In the event the Agency is made responsible for the Environmental Clearances in section B.1.(a) of this Agreement, then the Agency must complete environmental clearances before it begins final design and understands that a separate Notice to Proceed will be submitted for final design. Any work on final design performed ahead of this Notice to Proceed will not be reimbursable.

B.4 Plans and Specifications

a) In the event that the Agency is made responsible for the Preliminary Engineering in Section B.1.(a) of this Agreement and federal and/or state funding is providing reimbursement, except as otherwise authorized in writing by the Department, the Agency shall not execute an agreement for the Preliminary Engineering phase of the Project without the written approval of the Department. Failure to obtain such written approval shall be sufficient cause for nonpayment by the Department.

b) In the event that this Agreement involves constructing and equipping of facilities on the State Highway System and/or is a Project with Federal participation and the Agency is made responsible for Preliminary Engineering in section B.1.(a) of this Agreement, the Agency shall submit to the Department for approval all appropriate plans and specifications covering the Project. The Department will review all plans and specifications and will issue to the Agency written approval with any approved portions of the Project and comments or recommendations covering any remainder of the Project deemed appropriate.

    1) After resolution of these comments and recommendations to the Department's satisfaction, the Department will issue to the Agency written approval and authorization to proceed with the next assigned phase of the Project. Failure to obtain this written approval and authorization to proceed shall be sufficient cause for nonpayment by the Department.

c) In the event that this Agreement involves the use of State Highway Right-of-Way, the Agency shall submit a set of plans to the TDOT Traffic Engineer responsible for

the land in question. These plans shall be sufficient to establish the proposed Project and its impact on the State Highway Right-of-Way.

B.5 Right-of-Way

a) The Agency shall, without cost to the Department, provide all land owned by the Agency or by any of its instrumentalities as may be required for the Project right-of-way or easement purposes.

b) The Agency understands that if it is made responsible for the Right-of-Way phase in section B.1(a) hereof and federal and/or state funds are providing the reimbursement, any activities initiated for the appraisal or the acquisition of land prior to authorization from the Department will not be reimbursed and that failure to follow applicable Federal and State law in this regard may make the Project ineligible for federal and/or state funding.

c) The Department will review the processes the Agency used for the acquisition of land and other right-of-way activities. If those processes are found to be in accordance with the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Public Law 91-646, 84 Stat. 1894), the Department will certify that the acquisition phase was completed appropriately. The Agency understands that the Project cannot proceed to the Construction phase until this certification of the acquisition phase has been provided. It further understands that if the processes used for acquisition are such that certification is impossible, federal and/or state funds will be withdrawn from the Project. If such withdrawal does occur, the Agency hereby agrees to reimburse the Department for all federal and/or state funds expended at the time of such withdrawal.

d) If the Agency is responsible for the Construction phase, it agrees to correct any damage or disturbance caused by its work within the State Highway Right-of-Way, including but not limited to the replacement of any control access fence removed by the Agency or its Contractor or agent during the Construction phase of the Project.

B.6 Approval of the Construction Phase

a) In the event that the Agency is made responsible for the Construction phase in section B.1.(a) of this Agreement, except as otherwise authorized in writing by the Department, the Agency shall not execute an agreement for the Construction phase of the Project without the written approval of the Department. Failure to obtain such approval shall be sufficient cause for nonpayment by the Department.

b) In the event that the Department is made responsible for the Construction phase in section B.1.(a) of this Agreement, when the construction phase begins, the Agency may make such periodic visits to the Project site as necessary to familiarize itself generally with the progress and quality of the work and to determine in general if

the work is proceeding in accordance with the Construction Agreement. If there is any perceived failure, the Agency shall give prompt written notification to the Department's Resident Engineer in charge.

c) If the Project includes State Highway Right-of-Way and the Agency is responsible for the Construction phase, the Agency shall follow all requirements imposed by the TDOT Traffic Engineer.

d) In the event that the Project includes State Highway Right-of-Way and the Agency is performing any construction work on this project, such work shall be performed to the satisfaction of the Department. If the Agency is being compensated for any construction work under this Agreement, any remedial work deemed necessary by the Department shall be done at the Agency's sole expense.

e) The Agency understands that all contractors allowed to bid hereunder must be included on the Department's pre-qualified contractor list. Under Federal law, however, no contractor shall be required by law, regulation, or practice to obtain a license before submitting a bid or before a bid may be considered for an award of a contract; provided, however, that this is not intended to preclude requirements for the licensing of a contractor upon or subsequent to the award of the contract if such requirements are consistent with competitive bidding.

B.7 Detours

a) If the Agency deems a detour to be necessary to maintain traffic during a road closure, then the Agency shall select, sign, and maintain the detour route in strict accordance with the Departments Final Construction Plan Notes and the Manual on Uniform Traffic Control Devices.

B.8 Utilities

a) In the event that the Department is made responsible for the Construction phase in Section B.1(a) of this Agreement, the Department shall also be responsible for the Utilities phase.

b) In the event that the Agency is made responsible for the Utilities Phase in section B.1.(a) of this Agreement, the following applies:

1) The Agency shall assist and ensure that all utility relocation plans are submitted by the utilities and received by the Regional TDOT Utility Office per TDOT's coordination instructions for approval prior to the Project advertisement for bids.

2) The Agency agrees to provide for and have accomplished all utility connections within the right-of-way and easements prior to the paving stage of the Construction phase.

B.9 Railroad

a) In the event that a railroad is involved, Project costs may be increased by federally required improvements. The Agency agrees to provide such services as necessary to realize these improvements. The Agency understands it may have to enter into additional agreements to accomplish these improvements.

C. PAYMENT TERMS AND CONDITIONS

C.1 Total Cost:

In the event that the Agency shall receive reimbursement for Project expenditures with federal and/or state funds for any portion of the herein described Project, this provision shall apply.

a) The Department agrees to reimburse the Agency for eligible and appropriate Project expenditures as detailed in the Department's Local Government Guidelines with federal and/or state funds made available and anticipated to become available to the Agency, provided that the maximum liability of the Department shall be as set forth in Exhibit A.

C.2 Eligible Costs:

In the event that the Agency shall receive federal and/or state funds for any portion of the herein described Project, this provision shall apply.

a) Only Project costs incurred after the issuance of the Notice to Proceed for each phase as detailed in the Department's Local Government Guidelines are eligible for Department reimbursement.

C.3 Limits on Federal and State Participation:

a) Federal and/or state funds shall not participate in any cost which is not incurred in conformity with applicable federal and state law, the regulations in 23 C.F.R. and 49 C.F.R., and policies and procedures prescribed by the Federal Highway Administration (FHWA). Federal funds shall not be paid on account of any cost incurred prior to authorization by the FHWA to the Department to proceed with the Project or part thereof involving such cost. (23 CFR 1.9 (a)). If FHWA and/or the Department determines that any amount claimed is not eligible, federal and/or state participation may be approved in the amount determined to be adequately supported. The Department shall notify the Agency in writing citing the reasons why items and amounts are not eligible for federal and/or state participation. Where correctable non-compliance with provisions of law or FHWA requirements exists, federal and/or state funds may be withheld until compliance is obtained. Where non-compliance is not correctable, FHWA and/or the Department may deny participation in Project costs in part or in total.

b) For any amounts determined to be ineligible for federal and/or state reimbursement for which the Department has made payment, the Agency shall promptly reimburse the Department for all such amounts within ninety (90) days of written notice.

c) The Agency agrees to pay all costs of any part of this project which are not eligible for federal and/or state funding. These funds shall be provided upon written request therefore by either (a) check, or (b) deposit to the Local Government Investment Pool, whenever requested.

C.4 Payment Methodology:

In the event that the Agency shall receive federal and/or state funds for any portion of the herein described Project, this provision shall apply.

a) The Agency shall submit invoices, in a form outlined in the Local Government Guidelines with all necessary supporting documentation, prior to any reimbursement of allowable costs. Such invoices shall be submitted no more often than monthly but at least quarterly and indicate, at a minimum, the amount charged by allowable cost line-item for the period invoiced, the amount charged by line-item to date, the total amounts charged for the period invoiced, and the total amount charged under this agreement to date. Each invoice shall be accompanied by proof of payment in the form of a canceled check or other means acceptable to the Department.

b) The payment of an invoice by the Department shall not prejudice the Department's right to object to or question any invoice or matter in relation thereto. Such payment by the Department shall neither be construed as acceptance of any part of the work or service provided nor as final approval of any of the costs invoiced therein. The Agency's invoice shall be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by the Department not to constitute allowable costs. Any payment may be reduced for overpayments or increased for under-payments on subsequent invoices.

c) Should a dispute arise concerning payments due and owing to the Agency under this Agreement, the Department reserves the right to withhold said disputed amounts pending final resolution of the dispute.

C.5 The Department's Obligations:

In the event that the Department is managing all phases of the Project herein described, this provision C.5 does not apply.

a) Subject to other provisions hereof, the Department will honor requests for reimbursement to the Agency in amounts and at times deemed by the Department

to be proper to ensure the carrying out of the Project and payment of the eligible costs. However, notwithstanding any other provision of this Agreement, the Department may elect not to make a payment if:

1) **Misrepresentation:**
The Agency shall have made misrepresentation of a material nature in its application, or any supplement thereto or amendment thereof, or in or with respect to any document or data furnished therewith or pursuant hereto;

2) **Litigation:**
There is then pending litigation with respect to the performance by the Agency of any of its duties or obligations which may jeopardize or adversely affect the Project, this Agreement or payments to the Project;

3) **Approval by Department:**
The Agency shall have taken any action pertaining to the Project, which under this Agreement requires the approval of the Department or has made related expenditure or incurred related obligations without having been advised by the Department that same are approved;

4) **Conflict of Interests:**
There has been any violation of the conflict of interest provisions contained herein in D.16; or

5) **Default:**
The Agency has been determined by the Department to be in default under any of the provisions of the Agreement.

C.6 Final Invoices:

In the event that the Agency shall receive federal and/or state funds for any portion of the herein described Project, this provision shall apply.

a) The Agency must submit the final invoice on the Project to the Department within one hundred twenty (120) days after the completion of the Project. Invoices submitted after the one hundred twenty (120) day time period may not be paid.

C.7 Offset:

In the event that the Agency shall receive federal and/or state funds for any portion of the herein described Project, this provision shall apply.

a) If, after Project completion, any claim is made by the Department resulting from an audit or for work or services performed pursuant to this Agreement, the Department may offset such amount from payments due for work or services done under any agreement which it has with the Agency owing such amount if, upon

demand, payment of the amount is not made within sixty (60) days to the Department. Offsetting any amount pursuant to this section shall not be considered a breach of agreement by the Department.

C.8 Travel Compensation

a) If the Project provided for herein includes travel compensation, reimbursement to the Agency for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time and subject to the Agreement Budget.

D. STANDARD TERMS AND CONDITIONS

D.1 Governing Law:

a) This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee. The Agency agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Agreement. The Agency acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising therefrom, shall be subject to and limited to those rights and remedies, if any, available under Tennessee Code Annotated, Sections 9-8-101 through 9-8-407.

D.2 General Compliance with Federal, State, and Local Law:

a) The Agency is assumed to be familiar with and observe and comply with those Federal, State, and local laws, ordinances, and regulations in any manner affecting the conduct of the work and those instructions and prohibitive orders issued by the State and Federal Government regarding fortifications, military and naval establishments and other areas. The Agency shall observe and comply with those laws, ordinances, regulations, instructions, and orders in effect as of the date of this Agreement.

b) The parties hereby agree that failure of the Agency to comply with this provision shall constitute a material breach of this Agreement and subject the Agency to the repayment of all damages suffered by the State and/or the Department as a result of said breach.

D.3 State Law:

a) Nothing in the Agreement shall require the Agency to observe or enforce compliance with any provision thereof, perform any other act or do any other thing in contravention of any applicable state law, provided, that if any of the provisions of the Agreement violate any applicable state law, the Agency will at once notify the Department in writing in order that appropriate changes and modifications may be

made by the Department and the Agency to the end that the Agency may proceed as soon as possible with the Project.

D.4 Submission of the Proceedings, Agreements, and Other Documents:

a) The Agency shall submit to the Department such data, reports, records, agreements, and other documents relating to the Project as the Department and the Federal Highway Administration may require.

D.5 Appropriations of Funds:

a) This Agreement is subject to the appropriation and availability of State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the Department reserves the right to terminate the Agreement upon thirty (30) days written notice to the Agency. Said termination shall not be deemed a breach of agreement by the Department. Upon receipt of the written notice, the Agency shall cease all work associated with the Agreement. Should such an event occur, the Agency shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Agency shall have no right to recover from the Department any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

D.6 Rights and Remedies Not Waived:

a) In no event shall the making by the Department of any payment to the Agency constitute or be construed as a waiver by the Department of any breach of covenant or any default which may then exist on the part of the Agency and the making of such payment by the Department, while any such breach or default shall exist, shall in no way impair or prejudice any right or remedy available to the Department with respect to such breach or default.

b) Nothing in this agreement shall be construed to limit the Department's right at any time to enter upon its highway right-of-way, including the area occupied by the Project, for the purpose of maintaining or reconstructing its highway facilities.

D.7 Department and Agency Not Obligated to Third Parties:

a) The Department and Agency shall not be obligated hereunder to any party other than the parties to this Agreement.

D.8 Independent Contractor:

a) The parties hereto, in the performance of this Agreement, shall not act as agents, employees, partners, joint ventures, or associates of one another. It is expressly acknowledged by the parties hereto that such parties are independent contracting

entities and that nothing in this Agreement shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.

b) The Agency, being a political subdivision of the State, is governed by the provisions of the Tennessee Government Tort Liability Act, Tennessee Code Annotated, Sections 29-20-101, et seq, and all other applicable laws.

D.9 Maintenance:

a) Nothing contained herein shall be construed as changing the maintenance responsibility of either party for any part of the referenced project that lies on its system of highways. If the project funded hereunder results in the installation of any traffic signal, lighting or other electrically operated device(s), then the Agency shall be solely responsible for and pay all costs associated with maintenance and operation of all electrically operated devices together with the related equipment, wiring and other necessary appurtenances, and the Agency shall furnish electrical current to all such devices which may be installed as part of the project. Additionally, the Agency shall be solely responsible for and pay all costs associated with the maintenance and operation of solar-powered devices, including, but not limited to, replacement of solar panels, batteries, lights and lenses.

b) In the event that the Department is made responsible for the Construction phase in section B.1.(a) of this Agreement and to the extent that the Department is responsible for accomplishing the construction of the project, the Department will notify the Agency when Construction phase of the project has been completed; provided however, that failure to notify the Agency shall not relieve the Agency of its maintenance responsibilities.

D.10 Disadvantaged Business Enterprise (DBE) Policy and Obligation:

In the event that the herein-described project is funded with federal funds, the following shall apply:

a) **DBE Policy:**

It is the policy of the Department that Disadvantaged Business Enterprises, as defined in 49 C.F.R., Part 26, as amended, shall have the opportunity to participate in the performance of agreements financed in whole or in part with Department funds under this Agreement. The DBE requirements of applicable federal and state regulations apply to this Agreement; including but not limited to project goals and good faith effort requirements.

b) **DBE Obligation:**

The Agency and its Contractors agree to ensure that Disadvantaged Business Enterprises, as defined in applicable federal and state regulations, have the opportunity to participate in the performance of agreements and this Agreement. In this regard, all recipients and Contractors shall take all necessary and reasonable steps in accordance with applicable federal and state regulations, to ensure that the Disadvantaged Business Enterprises have the opportunity to compete for and perform agreements. The Agency shall not discriminate on the basis of race, color, national origin or sex in the award and performance of Department-assisted agreements.

D.11 Tennessee Department of Transportation Debarment and Suspension:

a) In accordance with the Tennessee Department of Transportation regulations governing Contractor Debarment and Suspension, Chapter 1680-5-1, the Agency shall not permit any suspended, debarred or excluded business organizations or individual persons appearing on the Tennessee Department of Transportation Excluded Parties List to participate or act as a principal of any participant in any covered transaction related to this Project. Covered transactions include submitting a bid or proposal, entering into an agreement, or participating at any level as a subContractor.

D.12 Certification Regarding Debarment, Suspension, Ineligibility, and Voluntary Exclusion (applies to federal aid projects):

a) **Instructions for Certification - Primary Covered Transactions:**

By signing and submitting this Agreement, the Agency is providing the certification set out below.

1) The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The Agency shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the Department's determination whether to enter into this transaction. However, failure of the Agency to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

2) The certification in this clause is a material representation of fact upon which reliance was placed when the Department determined to enter into this transaction. If it is later determined that the Agency knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the Department may terminate this transaction for cause or default.

3) The Agency shall provide immediate written notice to the Department if at any time the Agency learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

4) The terms "covered transaction," "debarred," "suspended," "ineligible," "lower tier covered transaction," "participant," "person," "primary covered transaction," "principal," "proposal," and "voluntarily excluded," as used in this clause, have the meanings set out in the Definitions and Coverage sections of rules implementing Executive Order 12549. You may contact the Department for assistance in obtaining a copy of those regulations.

5) The Agency agrees by entering into this Agreement that it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the Department.

6) The Agency further agrees by entering into this Agreement that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction," provided by the Department, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions.

7) An Agency may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the Non-procurement portion of the "Lists of Parties Excluded From Federal Procurement or Non-procurement Programs" (Non-procurement List) which is compiled by the General Services Administration.

8) Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9) Except for transactions authorized under these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the Department may terminate this transaction for cause or default.

b) Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion--Primary Covered Transactions:

The prospective participant in a covered transaction certifies to the best of its knowledge and belief, that it and its principals:

1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal, State or local department or agency;

2) Have not within a 3-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or agreement under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in this certification; and

4) Have not within a 3-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

5) Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

D.13 Equal Employment Opportunity:

a) In connection with the performance of any Project, the Agency shall not discriminate against any employee or applicant for employment because of race, age, religion, color, sex, national origin, disability or marital status. The Agency will take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, age, religion, color, gender, national origin, disability or marital status. Such action shall include, but not be limited to, the following: employment upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

b) The Agency shall insert the foregoing provision in all agreements modified only to show the particular contractual relationship in all its agreements in connection with the development of operation of the Project, except agreements for the standard commercial supplies or raw materials, and shall require all such Contractors to

insert a similar provision in all subcontracts, except subcontracts for standard commercial supplies or raw materials. When the Project involves installation, construction, demolition, removal, site improvement, or similar work, the Agency shall post, in conspicuous places available to employees and applicants for employment for Project work, notices to be provided by the Department setting forth the provisions of the nondiscrimination clause.

D.14 Title VI – Civil Rights Act of 1964:

a) The Agency shall comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d), 49 C.F.R., Part 21, and related statutes and regulations. The Agency shall include provisions in all agreements with third parties that ensure compliance with Title VI of the Civil Rights Act of 1964, 49 C.F.R., Part 21, and related statutes and regulations.

D.15 Americans with Disabilities Act of 1990 (ADA):

a) The Agency will comply with all the requirements as imposed by the ADA and the regulations of the federal government issued thereunder.

D.16 Conflicts of Interest:

a) The Agency warrants that no amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subContractor, or consultant to the Agency in connection with any work contemplated or performed relative to this Agreement.

b) The Agency shall insert in all agreements entered into in connection with the Project or any property included or planned to be included in any Project, and shall require its Contractors to insert in each of it's subcontracts, the following provision:

1) "No amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subContractor, or consultant to the Agency in connection with any work contemplated or performed relative to this Agreement."

D.17 Interest of Members of or Delegates to, Congress (applies to federal aid projects):

a) No member of or delegate to the Congress of the United States shall be admitted to any share or part of the Agreement or any benefit arising therefrom.

D.18 Restrictions on Lobbying (applies to federal aid projects):

The Agency certifies, to the best of its knowledge and belief, that:

a) No federally appropriated funds have been paid or will be paid, by or on behalf of the Agency, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress in connection with the awarding of any federal agreement, the making of any federal grant, the making of any federal loan, and entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal agreement, grant, loan, or cooperative agreement.

b) If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this grant, loan, or cooperative agreement, the Agency shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

c) The Agency shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and agreements under grants, loans, and cooperative agreements) and that all sub-recipients of federally appropriated funds shall certify and disclose accordingly.

D.19 Records:

a) The Agency shall maintain documentation for all charges against the Department under this Agreement. All costs charged to the Project, including any approved services contributed by the Agency or others, shall be supported by properly executed payrolls, time records, invoices, agreements or vouchers evidencing in proper detail and in a form acceptable to the Department the nature and propriety of the charges. The books, records, and documents of the Agency, insofar as they relate to work performed or money received under this Agreement, shall be maintained and made available upon request to the Department at all times during the period of this Agreement and for at least three (3) years after final payment is made.

b) Copies of these documents and records shall be furnished to the Department, the Comptroller of the Treasury, or their duly appointed representatives, upon request. Records of costs incurred includes the Agency's general accounting records and the Project records, together with supporting documents and records, of the Agency and all subContractors performing work on the Project and all other records of the Agency and subContractors considered necessary by the Department for a proper audit of costs. If any litigation, claim, or audit is started before the expiration of the three (3) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

c) The aforesaid requirements to make records available to the Department shall be a continuing obligation of the Agency and shall survive a termination of the Agreement.

D.20 Inspection:

a) The Agency shall permit, and shall require its Contractor, subContractor or materials vendor to permit, the Department's authorized representatives and authorized agents of the Federal Highway Administration to inspect all work, workmanship, materials, payrolls, records and to audit the books, records and accounts pertaining to the financing and development of the Project.

b) The Department reserves the right to terminate this Agreement for refusal by the Agency or any Contractor, subContractor or materials vendor to allow public access to all documents, papers, letters or other material made or received in conjunction with this Agreement.

D.21 Annual Report and Audit:

a) In the event that an Agency expends $500,000 or more in federal awards in its fiscal year, the Agency must have a single or program specific audit conducted in accordance with the United States Office of Management and Budget (OMB) Circular A-133.

b) All books of account and financial records shall be subject to annual audit by the Tennessee Comptroller of the Treasury or the Comptroller's duly appointed representative. When an audit is required, the Agency may, with the prior approval of the Comptroller, engage a licensed independent public accountant to perform the audit. The audit agreement between the Agency and the licensed independent public accountant shall be on an agreement form prescribed by the Tennessee Comptroller of the Treasury. Any such audit shall be performed in accordance with generally accepted government auditing standards, the provisions of OMB Circular A-133, if applicable, and the Audit Manual for Governmental Units and Recipients of Grant Funds published by the Tennessee Comptroller of the Treasury.

c) The Agency shall be responsible for reimbursement of the cost of the audit prepared by the Tennessee Comptroller of the Treasury, and payment of fees for the audit prepared by the licensed independent public accountant. Payment of the audit fees of the licensed independent public accountant by the Agency shall be subject to the provisions relating to such fees contained in the prescribed agreement form noted above. Copies of such audits shall be provided to the designated cognizant state agency, the Department, the Tennessee Comptroller of the Treasury, and the

Department of Finance and Administration and shall be made available to the public.

D.22 Termination for Convenience:

a) The Department may terminate this agreement without cause for any reason. Said termination shall not be deemed a breach of agreement by the Department. The Department shall give the Agency at least thirty (30) days written notice before the effective termination date. The Agency shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the Department be liable to the Agency for compensation for any service which has not been rendered. The final decision as to the amount for which the Department is liable shall be determined by the Department. Should the Department exercise this provision, the Agency shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

D.23 Termination for Cause:

a) If the Agency fails to properly perform its obligations under this Agreement in a timely or proper manner, or if the Agency violates any terms of this Agreement, the Department shall have the right to immediately terminate the Agreement and withhold payments in excess of fair compensation for completed services. Notwithstanding the above, the Agency shall not be relieved of liability to the Department for damages sustained by virtue of any breach of this Agreement by the Agency.

b) In the event that the Project herein described includes Federal funds, the Agency understands that if the Federal Highway Administration (FHWA) determines that some or all of the cost of this project is ineligible for federal funds participation because of failure by the Agency to adhere to federal laws and regulations, the Agency shall be obligated to repay to the Department any federal funds received by the Agency under this agreement for any costs determined by the FHWA to be ineligible.

c) If the Project herein described lies on the state highway system and the Agency fails to perform any obligation under this section of this agreement, the Department shall have the right to cause the Agency, by giving written notice to the Agency, to close the Project to public use and to remove the Project at its own expense and restore the premises to the satisfaction of the Department within ninety (90) days thereafter.

D.24 How Agreement is Affected by Provisions Being Held Invalid:

a) If any provision of this Agreement is held invalid, the remainder of this Agreement shall not be affected. In such an instance the remainder would then continue to conform to the terms and requirements of applicable law.

D.25 Agreement Format:

a) All words used herein in the singular form shall extend to and include the plural. All words used in the plural form shall extend to and include the singular. All words used in any gender shall extend to and include all genders.

D.26 Certification Regarding Third Party Contracts:

a) The Agency certifies by its signature hereunder that it has no understanding or contract with a third party that will conflict with or negate this Agreement in any manner whatsoever.

b) The Agency further certifies by its signature hereunder that it has disclosed and provided to the Department a copy of any and all contracts with any third party that relate to the Project or any work funded under this Agreement.

c) The Agency further certifies by its signature hereunder that it will not enter into any contract with a third party that relates to this project or to any work funded under this Agreement without prior disclosure of such proposed contract to the Department.

d) The Agency hereby agrees that failure to comply with these provisions shall be a material breach of this Agreement and may subject the Agency to the repayment of funds received from or through the Department under this Agreement and to the payment of all damages suffered by the Department as a result of said breach.

D.27 Amendment:

a) This Agreement may be modified only by a written amendment, which has been executed and approved by the appropriate parties as indicated on the signature page of this Agreement.

D.28 State Liability:

a) The Department shall have no liability except as specifically provided in this Agreement.

D.29 Force Majeure:

a) The obligations of the parties to this Agreement are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, acts of God, riots, wars, strikes, epidemics or any other similar cause.

D.30 Required Approvals:

a) The Department is not bound by this Agreement until it is approved by the appropriate State officials in accordance with applicable Tennessee State laws and regulations.

D.31 Estimated Cost:

a) The parties recognize that the estimated costs contained herein are provided for planning purposes only. They have not been derived from any data such as actual bids, etc

b) In the event that the Department is made responsible in section B.1.(a) of this Agreement for the management of the herein described Project, the parties understand that more definite cost estimates will be produced during project development. These more reliable estimates will be provided to the Agency by the Department as they become available.

D.32 Third Party Liability:

a) The Agency shall assume all liability for third-party claims and damages arising from the construction, maintenance, existence and use of the Project to the extent provided by Tennessee Law and subject to the provisions, terms and liability limits of the Governmental Tort Liability Act, T.C.A. Section 29-20-101, et seq, and all applicable laws.

D.33 Deposits:

a) Required deposits and any other costs for which the Agency is liable shall be made available to the Department, whenever requested.

D.34 Department Activities:

a) Where the Agency is managing any phase of the project the Department shall provide various activities necessary for project development. The estimated cost for these activities are included in the funds shown herein.

D.35 Congestion Mitigation and Air Quality Requirement:

a) If the herein described project is funded with Congestion Mitigation Air Quality (CMAQ) funds, this section D.35 shall apply.

1) Whereas the Agency understands and agrees that the funding provided hereunder must be obligated with the Federal Highway Administration within three years from the date of this agreement. It is further agreed that once all requirements have been met for development of the project, the Agency will expend the funds in a manner to insure its expenditure on a continuous basis until the funds are exhausted. Failure to follow this process may result in a loss of funds.

D.36 Investment of Public Funds:

a) The facility on which this project is being developed shall remain open to the public and vehicular traffic for a sufficient time to recoup the public investment therein as shown below:

Amount		**Open to Public and Vehicular Traffic**
$1.00 - $200,000	=	5 Years
>$200,000 - $500,000	=	10 Years
>$500,000 - $1,000,000	=	20 Years

b) Projects over $1,000,000 carry a minimum 25 years open to public and vehicular traffic requirement and will be subject to individual review.

D.37 Federal Funding Accountability and Transparency Act:

a) **If the Project is funded with federal funds the following shall apply:** The Agency shall comply with the Federal Funding Accountability and Transparency Act of 2006 (Pub.L. 109-282), as amended by section 6202 of Public Law 110-252 ("the Transparency Act") and the regulations and requirements of the federal government issued thereunder, including, but not limited to, 2 CFR Part 170. The Agency shall submit the information needed for the Transparency Act in accordance with the forms and processes identified by the Department.

IN WITNESS WHEREOF, the parties have caused this instrument to be executed by their respective authorized officials on the date first above written.

CITY OF LAKELAND		STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION	
By: _____	_____	By: _____	_____
Mike Cunningham	**Date**	**Clay Bright**	**Date**
Mayor		**Commissioner**	

APPROVED AS TO FORM AND LEGALITY		APPROVED AS TO FORM AND LEGALITY	
By: _____	_____	By: _____	_____
Will Patterson	**Date**	**John Reinbold**	**Date**
Attorney		**General Counsel**	

EXHIBIT "A"

AGREEMENT #: 200276

PROJECT IDENTIFICATION #: 130938.00

FEDERAL PROJECT #: STP-M-7900(64)

STATE PROJECT #: 79LPLM-F1-745

PROJECT DESCRIPTION: Transportation Plan Update - Citywide transportation study which will evaluate the ability of the planned roadway system to accommodate future traffic volumes upon ultimate build-out of the City. The study will also consider multi modal facilities in an effort to provide a complete transportation system for all users.

CHANGE IN COST: Cost hereunder is controlled by the figures shown in the TIP and any amendments, adjustments or changes thereto

TYPE OF WORK: Study

PHASE	FUNDING SOURCE	FED %	STATE %	LOCAL %	ESTIMATED COST
PE-DESIGN	STBG	80	0	20	**$350,000.00**

INELIGIBLE COST: One hundred percent (100%) of the actual cost will be paid from Agency funds following expenditure of the most recently approved TIP cost or if the use of said federal funds is ruled ineligible at any time by the Federal Highway Administration.

TDOT ENGINEERING SERVICES (TDOT ES): In order to comply with all federal and state laws, rules, and regulations, the TDOT Engineering Services line item in Exhibit A is placed there to ensure that TDOT's expenses associated with the project during construction are covered. The anticipated TDOT expenses include but are not necessarily limited to Construction Inspection and Material and Testing Expenses (Quality Assurance Testing).

LEGISLATIVE AUTHORITY: STBG: 23 U.S.C.A, Section 133, Surface Transportation Block Grant Program funds allocated or subject to allocation to the Agency.

For federal funds included in this contract, the CFDA Number is 20.205, Highway Planning and Construction funding provided through an allocation from the US Department of Transportation.

RESOLUTION R-9-2021

A RESOLUTION APPROVING A CONCEPT SANITARY SEWER PLAN FOR HEATHFIELD ON SCOTTS CREEK PLANNED DEVELOPMENT

WHEREAS, the Owner of record of certain parcels of land located within the corporate limits of the City of Lakeland, further identified by Shelby county Tax Assessor Parcel ID L0150 00541, has requested review and approval of a concept sanitary sewer plan to service a proposed development upon said parcel known as Heathfield on Scotts Creek Planned Development, consisting of a maximum of 118-single family lots; and,

WHEREAS, the City Engineer has reviewed the concept sanitary sewer plan submitted by said property owner and finds the concept plan, as submitted, to be both feasible and not detrimental to the overall sanitary sewer system for the City of Lakeland; and,

WHEREAS, the Board of Commissioners finds that it may be in the best interest of the users of the City of Lakeland sanitary sewer system to allow a maximum of 118-lots that may be created upon the aforementioned parcel of land at a later date to connect to the City of Lakeland sanitary sewer system.

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

1. The concept sanitary sewer plan submitted by the owner of record of parcels of property located within the corporate limits of the City of Lakeland, further identified by the Shelby County Tax Assessor Parcel Identification L0150 00541, to service a proposed development upon said parcel known as Heathfield on Scotts Creek Planned Development, consisting of a maximum of 118-single family lots that may be created at a later date is hereby approved for a period of three (3) years from the date of passage of this resolution.

2. If a Preliminary Development Plan is submitted and approved for Heathfield on Scotts Creek Planned Development on said parcel of land within three (3) years from the date of passage of this resolution, the approval of the concept sanitary sewer plan identified above shall be extended for an additional one (1) year period commencing upon the date of Preliminary Development Plan approval.

3. If a Preliminary Development Plan has not been submitted and approved for the above referenced development within three (3) years from the date of passage of this resolution, this resolution shall become null and void and no approval of any concept sanitary sewer plan for the above referenced parcel shall exist. Additionally, neither the owner of record nor any entity with development interests upon said parcel shall retain any right of approval, vested or otherwise, for said parcel of land.

4. If at any point in time, subsequent to Preliminary Development Plan approval, approval(s) of the proposed development on said parcel of property by the

Lakeland Municipal Planning Commission and/or Lakeland Board of Commissioners should lapse due to passage of time, this resolution shall become null and void and no approval of any concept sanitary sewer plan for the above referenced parcel shall exist. Additionally, neither the owner of record nor any entity with development interests upon said parcel shall retain any right of approval, vested or otherwise, for said parcel of land.

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

RESOLUTION R-18-2021

A RESOLUTION TO APPROVE THE OUTLINE PLAN FOR HEATHFIELD AT SCOTT'S CREEK PLANNED DEVELOPMENT

WHEREAS, The Outline Plan for Heathfield at Scott's Creek Planned Development meets the general intent and spirt of the Zoning and Subdivision Regulations and conforms to the Floodplain Management, Stream Management Buffer, and Tree Management Ordinances; and

WHEREAS, On January 21, 2021, the City of Lakeland Municipal Planning Commission recommended approval for the Heathfield at Scott's Creek Outline Plan with conditions; and

WHEREAS, On March 11, 2021, the City of Lakeland Sewer Board approved a Resolution approving the Sanitary Sewer Concept Plan for Heathfield at Scott's Creek.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Lakeland that Outline Plan for Heathfield at Scott's Creek Planned Development is approved, subject to the following conditions:

1. Cluster mailbox locations shall be approved by MPC/DRC prior to installation.
2. Traffic Impact Study must be submitted prior to any PDP being approved by the MPC.
3. The Seed Tick Street Type Standard shall be the same as those approved in the Lakeland Meadows PD.
4. The walking trail will be a 10' wide paved trail that is maintained by the HOA.
5. Approval of landscaping plate for evergreen screening prior to approval of any PDP.
6. The minimum lot size for Suburban Estate lots is 17,500 square feet.
7. That the Seed Tick Extension be completed as warranted by the traffic study or the development of The Meadows.

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

Board of Commissioners

MEETING CYCLE: Thursday, March 4, 2021

SUBJECT: Resolution - approving the Outline Plan for the Heathfield on Scott's Creek Planned Development. Sponsored by Richard Donovan

STAFF CONTACT: Richard Donovan, Planning Director

STAFF RECOMMENDATION

The MPC and Staff recommend ***approval*** of the request for an Outline Plan for the Heathfield at Scott's Creek Planned Development with the following conditions:

1. Cluster mailbox locations shall be approved by MPC/DRC prior to installation.
2. Traffic Impact Study must be submitted prior to any PDP being approved by the MPC.
3. The Seed Tick Street Type Standard shall be the same as those approved in the Lakeland Meadows PD.
4. The walking trail will be a 10' wide paved trail that is maintained by the HOA.
5. Approval of landscaping plate for evergreen screening prior to approval of any PDP.
6. The minimum lot size for Suburban Estate lots is 17,500 square feet.
7. That the Seed Tick Extension be completed as warranted by the traffic study or the development of The Meadows.

BUDGET IMPACT

DISCUSSION

LOCATION:	Between Highway 70 and Old Bownsville Road
ZONING:	A (Agriculture)
NEIGHBORHOOD TYPE:	Type II
AREA:	65.98 Acres
	118 Lots
OWNER:	Seed Tick, LLC.
APPLICANT:	Arbor View Development, LLC
REPRESENTATIVE:	Brandon Young, McCarty Granberry Engineering

BACKGROUND:

Heathfield at Scotts Creek is a planned residential development having a combined area of 79.61-acres. The subject property is located north of US Highway 70 and is bound to the east by the Lakeland Meadows PD, the west by Board of Education and Gilliland Group Properties , and the north by Old Brownsville Road.

Arbor View Development, LLC intends to develop the combined 79.61-acre property as a planned residential development offering 118 single-family residential lots with 24.91-acres or 37.15% of the site reserved for common open space.

LAND USE PLAN:
Lakeland's Comprehensive Land Use Plan Update, adopted March of 2006, recommends "Suburban Neighborhood" for the property.

"Suburban Neighborhood" is defined as *"Primarily single-family residential lots with a maximum density of 2.5 dwelling units per acre, but may contain religious facilities, schools, and public buildings. Development requires public water and sanitary sewer service. Streets shall be designed with an urban cross section"*.

DEVELOPMENT REGULATIONS:
The subject properties are currently zoned AG (Agriculture) as defined and regulated by the Lakeland Land Development Regulations. However, in the Spring of 2014 the City adopted a planned development ordinance. The planned development ordinance allows greater flexibility of design and relief from various provisions of the Lakeland Development Regulations (Zoning Ordinance) when the standards and criteria of the planned development ordinance are met. When a planned development is approved, the underlying zoning of the property remains unchanged, but the conditions of the planned development regulate the uses and bulk regulations of the property as opposed to the zoning provisions.

Bulk Requirements:
The Heathfield PD will utilize the Suburban Estate, Suburban Manor, and Suburban Cottages building types for bulk and design requirements with some modifications. The table below highlights the changes that have been made to the different building types.

	Suburban Estate		Suburban Manor		Suburban Cottage	
	LDR	Proposed	LDR	Proposed	LDR	Proposed
Setbacks						
Front	30'	30'	30'	30'	15'	20'
Side	10'	5'	5'	5'	5'	5'
Rear	30'	20'	25'	20'	15'	15'
Building Coverage	20%	20%	35%	35%	40%	45%
Impervious Surface						
Impervious	30%	30%	45%	45%	45%	50%
Semi-pervious	10%	10%	10%	10%	10%	10%
Lot Size	17,500 sf	17,500 sf	10,000 sf	10,000 sf	5,500 sf	5,500 sf

Streets:
The streets do not comply with the LDR and Comprehensive Plan. The LDR call for the sidewalk and planting strip to be within the right-of-way and the applicant is proposing back of curb as the right-of-way. The LDR requires a Traffic Impact Study be submitted as a part of a PD application. A very basic Traffic Analysis has been provided a more in-depth study is needed to ensure the proper improvement

are being made to the roadways. This would need to be provide prior to any PDP being approved by the Planning Commission.

Old Brownsville and Seed Tick are identified as a scenic corridor. Seed Tick will be a new road not an existing road. Scenic corridors have a slightly different street type standard than typical streets. Below are the standards from the LDR:

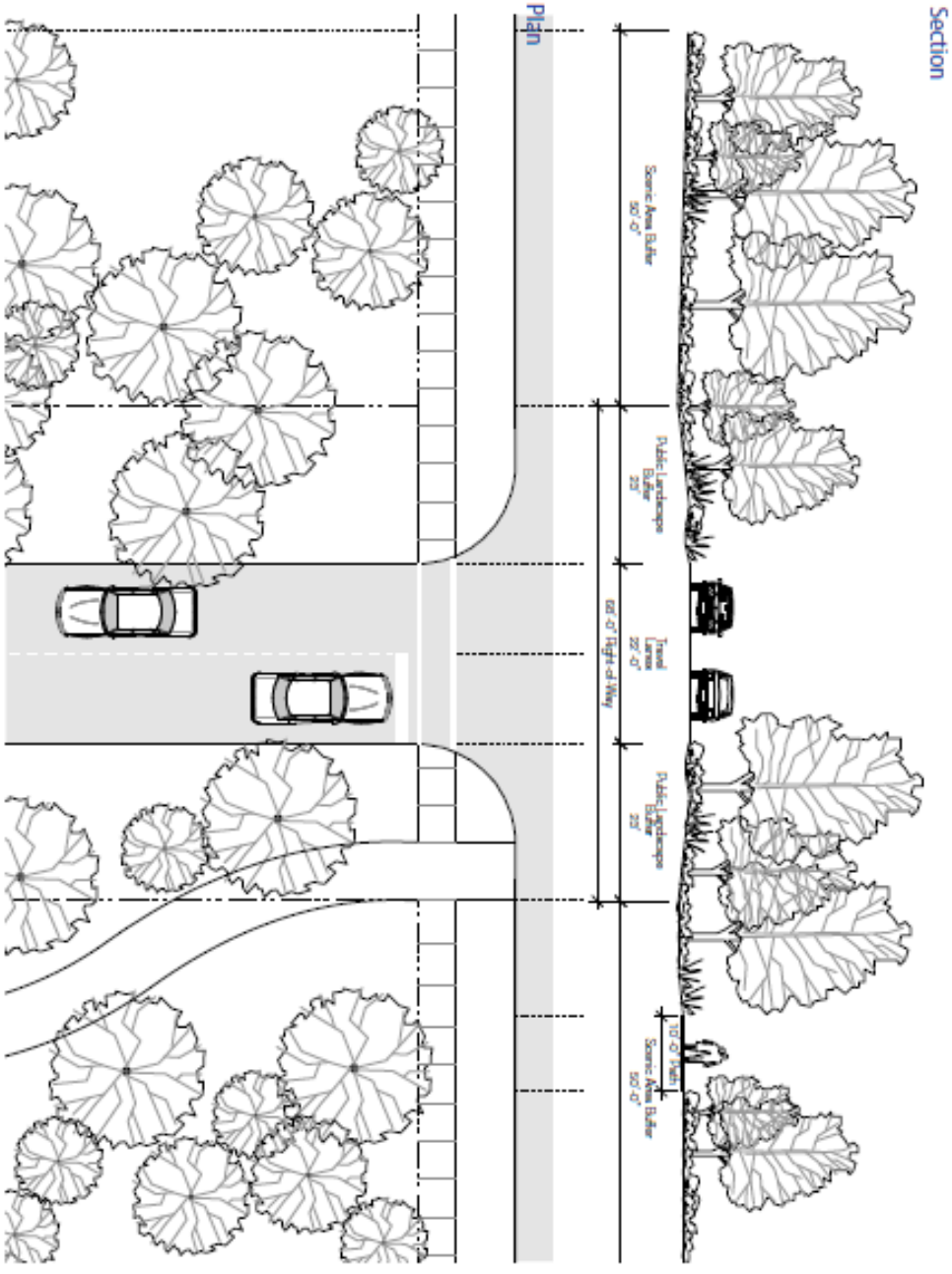


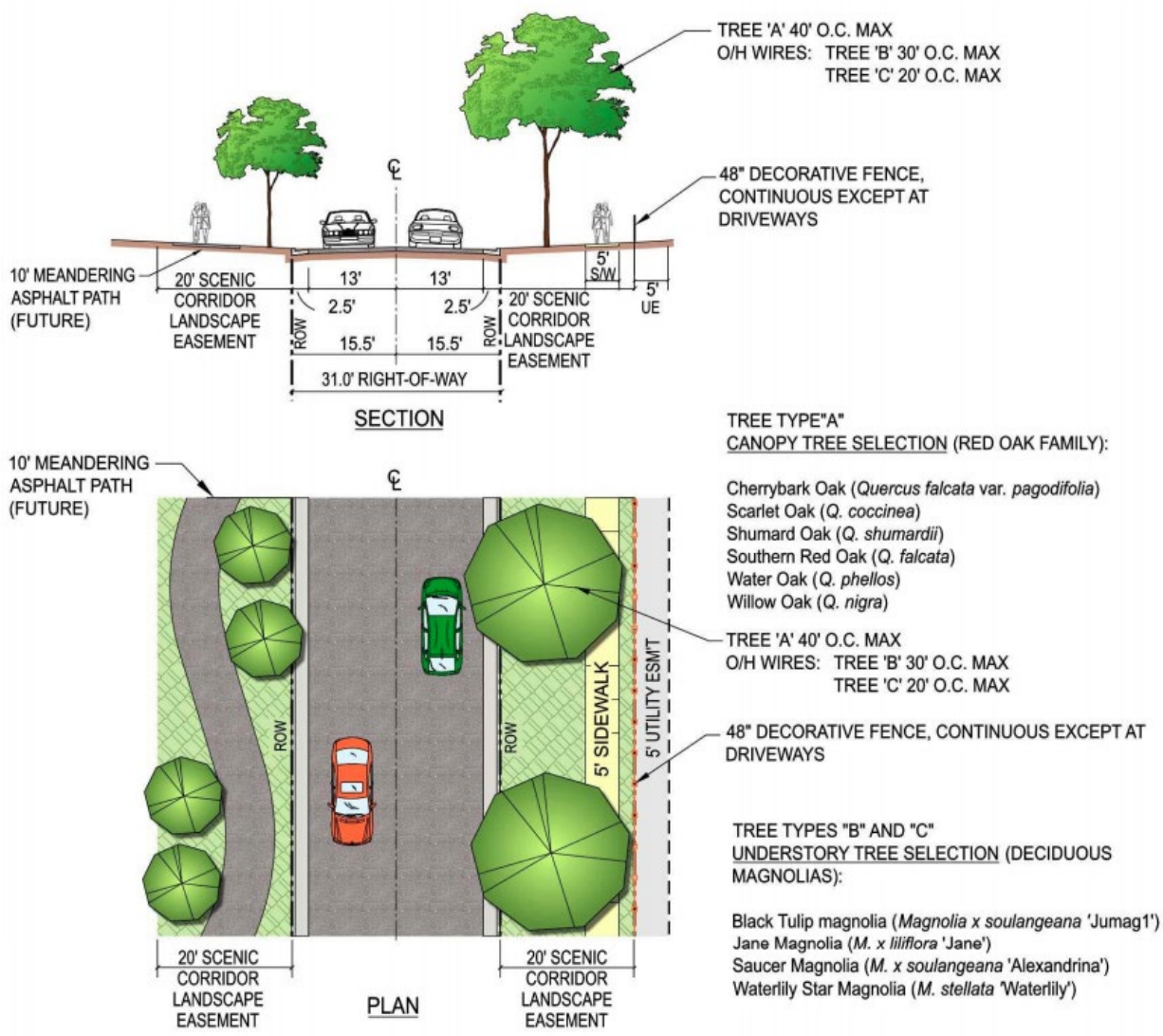
Figure 8.0-1. Typical Scenic Corridor.

	Scenic Corridor Standards	
	Location	As designated by city
	Typical Right-of-Way Width	68', plus 50' Scenic Corridor Buffer on each side
	Typical Capacity	3,000 - 10,000 average daily trips;
Vehicular Realm	Travel Lanes	1 lane in each direction
	Lane Width	10' to 12'
	Allowable Turning Lanes	Not permitted
	Parking Lanes[1]	Not permitted
	Pavement Width	22'
	Curbs	None or Ribbon or 18" wide asphalt shoulder
	Target Speed	25-30 mph
	Median	None
	Bicycle Facilities[2]	Off street trail only
Pedestrian Realm	Pedestrian Facilities	One minimum 10' wide trail in required buffer on at least one side
	Street Buffer	Minimum 21' wide Planting Zone with drainage Swale on both sides, 50' Scenic Corridor Buffer (refer to II.8.C(9))

1. Reference II.8.C(8) for on-street parking requirements
2. Reference II.8.C(6) for bicycle facility types and requirements.

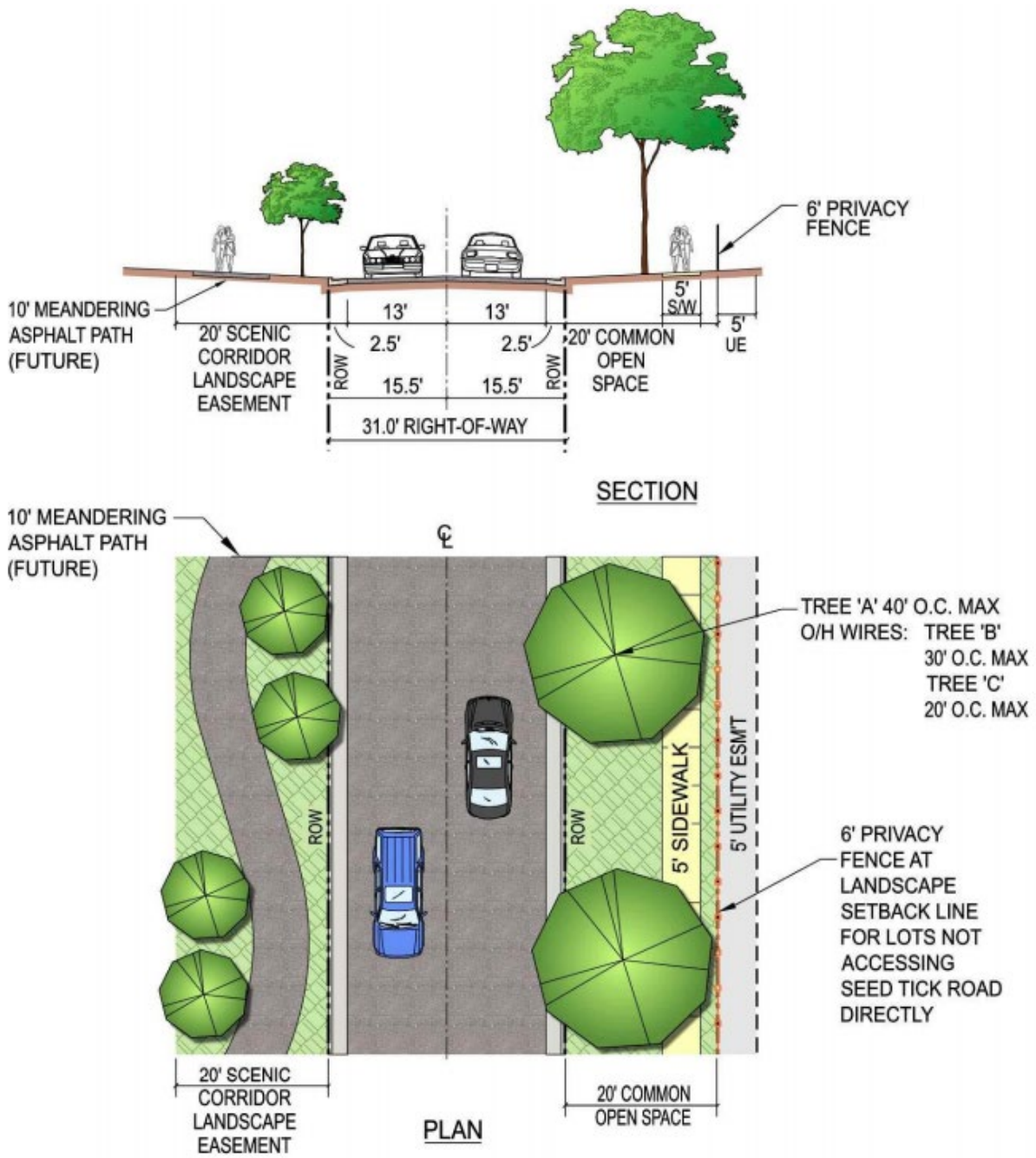
Table 8.O-1. Scenic Corridor Standards.

A slightly different street type was required for seed tick as a part of Lakeland Meadows. The requirements for that street type are provided below. These developments will need to have a consistent road crossection as they both share access on to Future Seed Tick.



SEED TICK ROAD LANDSCAPE PLATE 1

N.T.S.



SEED TICK ROAD LANDSCAPE PLATE 2

N.T.S.

FISHER ARNOLD
ENGINEERS | ARCHITECTS | CONSULTANTS | PLANNERS
8680 Crosswyn Hills Drive | Memphis, Tennessee 38125-8538
901.748.3811 | Fax: 901.748.3818 | www.fisherarnold.com

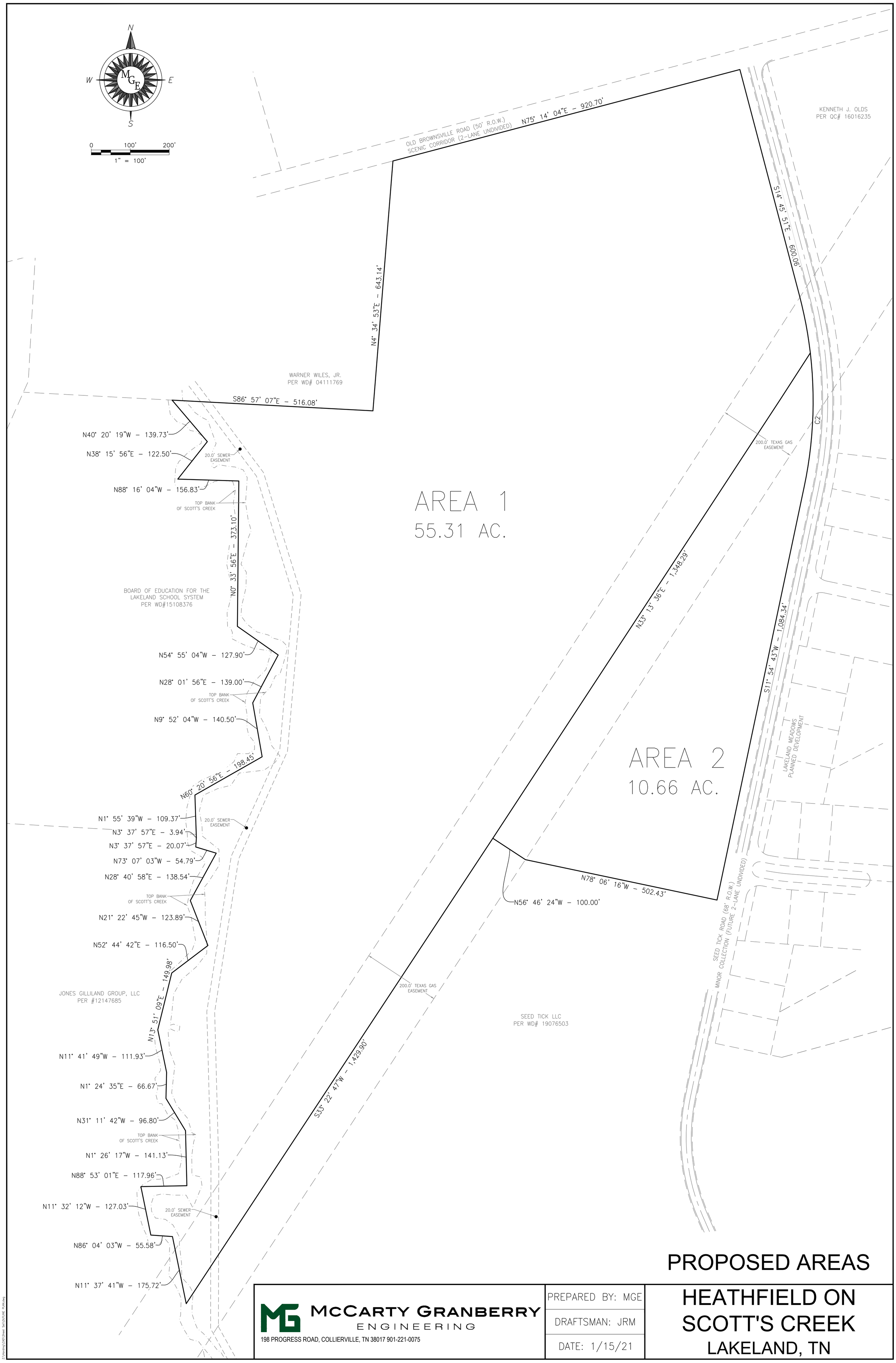
Seed Tick Road Construction

The PD currently proposes a portion of Seed Tick to be with Phase 2 and Phase 4. This does not complete Seed Tick from Old Brownsville Road to Highway 70. This connection could be vital in providing access from this subdivision and The Meadows as several subdivision are in development along Old Brownsville and currently only three ways to Highway 70 exist (Adagio Lane, Canada Road, and Evergreen Road).

Walking Trails:

The walking trails that are proposed in the development is noted to be a crushed gravel without a required width. It is also noted that a portion of the trail will be maintained by the City. Typically, when a trail is provided the City requires it to be 10' in width and paved. Trails are also to be maintained by the HOA not the City.

In Staff's opinion this Outline plan generally complies with the City's PD requirements and the LDRs with a few exceptions that conditions of approval can resolve.



PROPOSED AREAS

McCARTY GRANBERRY ENGINEERING
198 PROGRESS ROAD, COLLIERVILLE, TN 38017 901-221-0075

PREPARED BY: MGE
DRAFTSMAN: JRM
DATE: 1/15/21

HEATHFIELD ON SCOTT'S CREEK
LAKELAND, TN

SITE DATA TABLE	
AREA 1 (WEST)	
NUMBER OF LOTS	105
AREA	55.31 AC.
D.U.A.	1.90
SETBACKS	
FRONT	30'
REAR	20'
SIDE	5'
AREA 2 (EAST)	
NUMBER OF LOTS	13
AREA	10.66 AC.
D.U.A.	1.22
SETBACKS	
FRONT	20'
REAR	15'
SIDE	5'
AREAS COMBINED	
NUMBER OF LOTS	118
AREA	65.98 AC.
D.U.A.	1.79

LOT TABLE		
LOT TYPE	# OF LOTS	% OF TOTAL LOT COUNT
SUBURBAN ESTATE MIN. 17,500 SF	24	20%
SUBURBAN MANOR MIN. 10,000 SF	81	69%
SUBURBAN COTTAGE MIN. 5,500 SF	13	11%

PROPOSED LAYOUT

McCARTY GRANBERRY ENGINEERING
198 PROGRESS ROAD, COLLIERVILLE, TN 38017 901-221-0075

PREPARED BY: MGE
DRAFTSMAN: JRM
DATE: 1/15/21

HEATHFIELD ON SCOTT'S CREEK
LAKELAND, TN

I. Outline Plan General Guidelines

A. The Heathfield on Scott's Creek Outline Plan shall serve as the land use and transportation plan and define the planning objective to be achieved for the development of the Heathfield on Scott's Creek Subdivision.
B. The Common Open Spaces will be developed with details that encourage the use of the spaces.
C. A Declaration of Covenants and Restrictions shall be applicable to all lots in the development. A Homeowner's Association shall be established to assure that improvements and common open spaces are maintained in a quality manner.
D. A comprehensive signage system will be implemented to insure continuity in the development.
E. The Heathfield on Scott's Creek development shall adhere to the landscaping guidelines in the landscape plan.

II. Bulk Requirements

AREA 1(WEST) SUBURBAN MANOR & SUBURBAN ESTATE
A. The Maximum Gross Density for this area of the development shall be 1.90 Dwelling Units Per Acre.
B. Minimum setbacks are as follows:
Front: 30 Feet
Rear: 20 Feet
Side: 5 Feet
C. The minimum lot size for this area shall be 10,000 square feet.

AREA 2 (EAST) SUBURBAN COTTAGE
A. The Maximum Gross Density for this area of the development shall be 1.22 Dwelling Units Per Acre.
B. Minimum setbacks are as follows:
Front: 20 Feet
Rear: 15 Feet
Side: 5 Feet
C. The minimum lot size for this area shall be 5,500 square feet.

BUILDABLE AREA RESTRICTIONS

Lot Type	Maximum Building Coverage	Maximum Impervious + Semi-Pervious Coverage
Suburban Estate	20%	30% Impervious + 10% Semi-Pervious
Suburban Manor	35%	45% Impervious + 10% Semi-Pervious
Suburban Cottage	45%	50% Impervious + 10% Semi-Pervious

III. Design Standards:

A. Homes shall be Traditional, French Country or English in style.
B. Garage Standards: Garages shall incorporate exterior materials, design features, and roof forms compatible with the dwellings they serve, and shall comply with the following standards:
1. The inside dimensions of garages shall be at least ten feet wide by twenty feet deep per vehicle.
2. If built more than 5' beyond the main front facade of the home, a garage shall be at 90° from the front property line.
3. Front facing garages shall be either:
a.) Designed with architectural features to break up the garage expanse (e.g., individual garage doors, pergola, etc.).
b.) Located at least 10' behind the building facade.
C. The primary roofing material shall be architectural shingles.
D. Windows must include shutters if home allows.
E. There shall be dormers, roof line changes and decorative gable vent covers, where appropriate.
F. No King size brick allowed. All brick must be Queen size, a modular size or similar.
G. All homes are required to have gutters on the front and any side facing a street.
H. All windows to be vinyl, vinyl clad or aluminum clad. No wood windows.
I. Font porches shall be allowed to encroach past the front setback a maximum distance of 8'.

IV. Access and Circulation:

A. Dedicate and improve internal street to a 31 feet wide Right-of-Way with 26 feet of pavement section.
B. The proposed street sections are provided on this sheet.
D. The construction of Seed Tick Road is not required to begin until Phase 2 of the development occurs, and shall only be required along the frontage of Phase 2 at that time. The section of Seed Tick Road that is the frontage for Phase 4 of the development is not required to be constructed until Phase occurs.

V. Landscaping/Screening/Open Space:

A. All Common Open Spaces shall have landscaping to enhance the aesthetic value of the overall development.
B. Common Open Space shall meet the City of Lakeland Zoning Ordinance and Design Guidelines.
C. No perimeter fence may exceed six feet in height without approval. A 6' ornamental fence shall be an option for any lot line abutting a common open space.
D. See the Landscape Plans submitted with the Master Development Plan for additional requirements.
E. There is a 50' Scenic Corridor Buffer along Old Brownsville Road with landscaping requirements and restrictions that shall be adhered to according to the Lakeland Zoning Regulation and are to be maintained by the property owner.
F. Walking trail material shall consist of crushed stone or asphalt.
G. A portion of the walking trail will be owned by the City of Lakeland and a portion of the walking trail will be owned by the current property owner until the Heathfield on Scott's Creek Homeowners Association can be formed. Please see the second page of this Outline Plan for delineation of trail ownership. It will be the owners responsibility to maintain their sections of the walking trail.

VI. Drainage:

A. A Grading and Drainage plan will be submitted to the City Engineer concurrent with construction plans for review by the City prior to commencement of construction.
B. Onsite detention will be provided to prevent any downstream drainage issues related to the development of the subdivision.
C. Adequate EPSC measures will be in place during construction.
D. Detention to be located in C.O.S. areas and used in conjunction as attenuation for the development.
E. The property is located in Zone X which is not located in a Special Flood Hazard Area per FEMA FIRM Map Number 47157C0215GF dated February 6, 2013.
F. All grading shall be in accordance with TDEC and City of Lakeland Regulations. All grading shall be reviewed and approved by the Town Engineer.
G. Stormwater Detention facilities shall be owned and maintained by the Homeowners Association.

VII. Utilities

A. The water system shall be capable of producing a minimum residual pressure of 20 PSI at a minimum fire flow of 1,500 gpm and shall be approved by and constructed in accordance with the requirements of the City of Lakeland.
B. The sewer system shall be approved by and constructed in accordance with the requirements of the City of Lakeland.
C. There shall be a 5 foot wide utility easement along all lot lines.

VIII. Stream Buffer Requirements

ZONE 1 – STREAMSIDE SECTION
A. Allowable uses within the streamside section are restricted to:
1. Flood control structures
2. Utility rights-of-way
3. Footpaths
4. Road crossings, where permitted
5. Stormwater management facilities, with approval of the City Engineer

ZONE 2 – OUTER SECTION
A. Allowable uses within the outer section are restricted to:
1. Biking or hiking paths
2. Stormwater management facilities, with the approval of the City Engineer
3. Recreational uses as approved by the Planning Commission
4. Limited tree clearing with approval from the Planning Commission

LEGAL DESCRIPTION

Tax ID# L0150 00492C (Portion of)

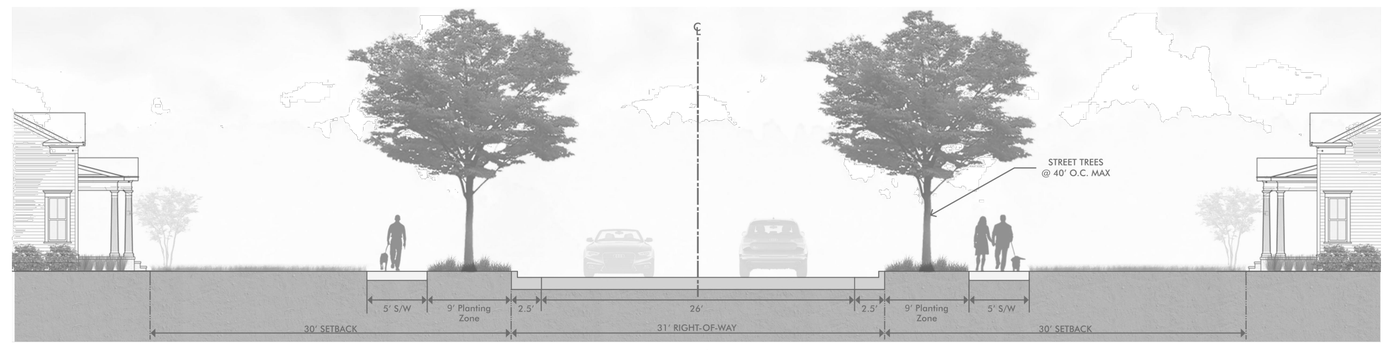
Being a portion of Parcel I, all of Parcel II and all of Parcel III of the 'Harding Academy of Memphis, Inc.' property as recorded in Instrument Number 05182497 at the Shelby County Register's Office, City of Memphis, State of Tennessee being more particularly described by metes and bounds as follows:

Commencing at the POINT OF BEGINNING that is where the East line of the Wiles property (#04111769) intersects with the physical centerline of Old Brownsville Road (set cotton picker spindle with washer); thence with a portion of said centerline, North 75 degrees 14 minutes 04 seconds East a distance of 942.19' to a point; thence South 14 degrees 46 minutes 38 seconds East a distance of 599.15' to a point of curvature; thence in southwesterly direction along the arc of a curve to the right having a radius of 1083.34' (Long Chord = South 06 degrees 22 minutes 10 seconds West, 209.99') an arc distance of 210.32' to a point; thence South 11 degrees 55 minutes 52 seconds West a distance of 1083.45' to a point; thence North 78 degrees 06 minutes 16 seconds West a distance of 523.98' to a point; thence North 56 degrees 46 minutes 24 seconds West a distance of 100.00' to a point; thence South 33 degrees 22 minutes 47 seconds West a distance of 1429.90' to a point in the center of Scott's Creek; thence departing from said south line with the centerline of said Scott's Creek and the east line of the Jones Gilliland Group, LLC property (#12147685) and the east line of the 'Board of Education for the Lakeland School System' property (#15108376) the following twenty-three (23) calls;

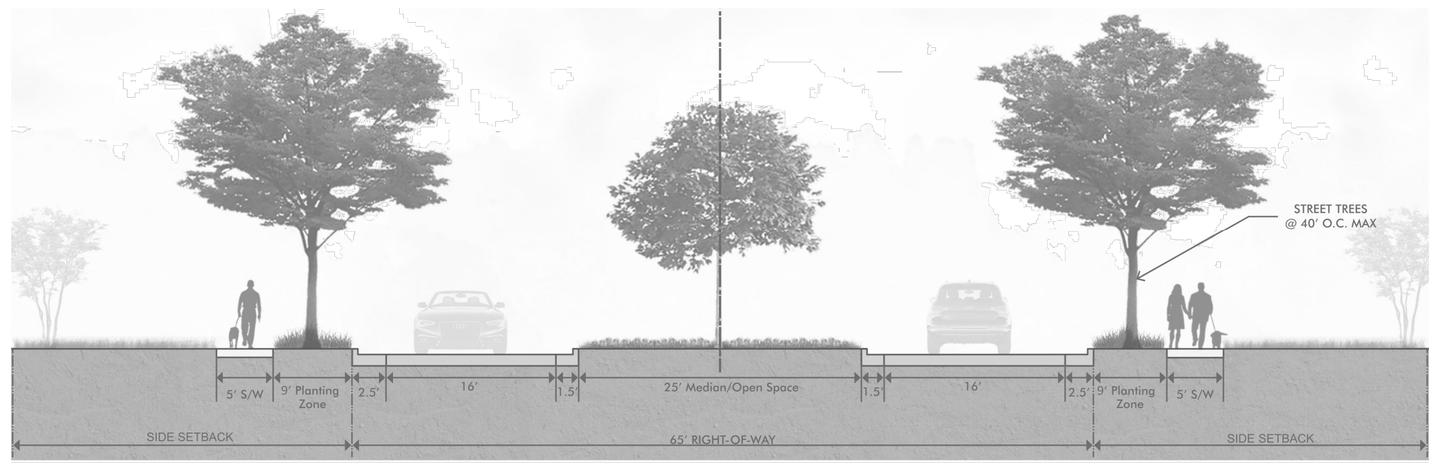
1. North 46 degrees 36 minutes 39 seconds West a distance of 43.98'
2. North 11 degrees 37 minutes 41 seconds West a distance of 255.88'
3. North 86 degrees 04 minutes 03 seconds West a distance of 55.58'
4. North 11 degrees 32 minutes 12 seconds West a distance of 127.03'
5. North 88 degrees 53 minutes 01 seconds East a distance of 117.96'
6. North 01 degrees 26 minutes 17 seconds West a distance of 141.13'
7. North 31 degrees 11 minutes 42 seconds West a distance of 96.80'
8. North 01 degrees 24 minutes 35 seconds East a distance of 66.67'
9. North 11 degrees 41 minutes 49 seconds West a distance of 111.93'
10. North 13 degrees 51 minutes 09 seconds East a distance of 149.98'
11. North 52 degrees 44 minutes 42 seconds East a distance of 116.50'
12. North 21 degrees 22 minutes 45 seconds West a distance of 123.89'
13. North 28 degrees 40 minutes 58 seconds East a distance of 138.54'
14. North 73 degrees 07 minutes 03 seconds West a distance of 54.79'
15. North 03 degrees 37 minutes 57 seconds East passing the northwest corner of said original Lillian Humphreys 72 acres at a distance of 20.07' but continuing for a total distance of 24.01'
16. North 01 degrees 55 minutes 39 seconds West a distance of 109.37'
17. North 60 degrees 20 minutes 56 seconds East a distance of 198.45'
18. North 09 degrees 52 minutes 04 seconds West a distance of 140.50'
19. North 28 degrees 01 minutes 56 seconds East a distance of 139.00'
20. North 54 degrees 55 minutes 04 seconds West a distance of 127.90'
21. North 00 degrees 33 minutes 56 seconds East a distance of 373.10'
22. North 88 degrees 16 minutes 04 seconds West a distance of 156.83'
23. North 38 degrees 15 minutes 56 seconds East a distance of 122.50'
North 40 degrees 20 minutes 19 seconds West a distance of 139.73' to a point in the south line of the Wiles property (#04111769);

thence departing from said centerline of Scott's Creek with a portion of said south line, South 86 degrees 57 minutes 07 seconds East a distance of 516.08' to the southeast corner of said Wiles property (found fence post); thence with the east line of said Wiles property, North 04 degrees 34 minutes 53 seconds East a distance of 643.14' to the said POINT OF BEGINNING.

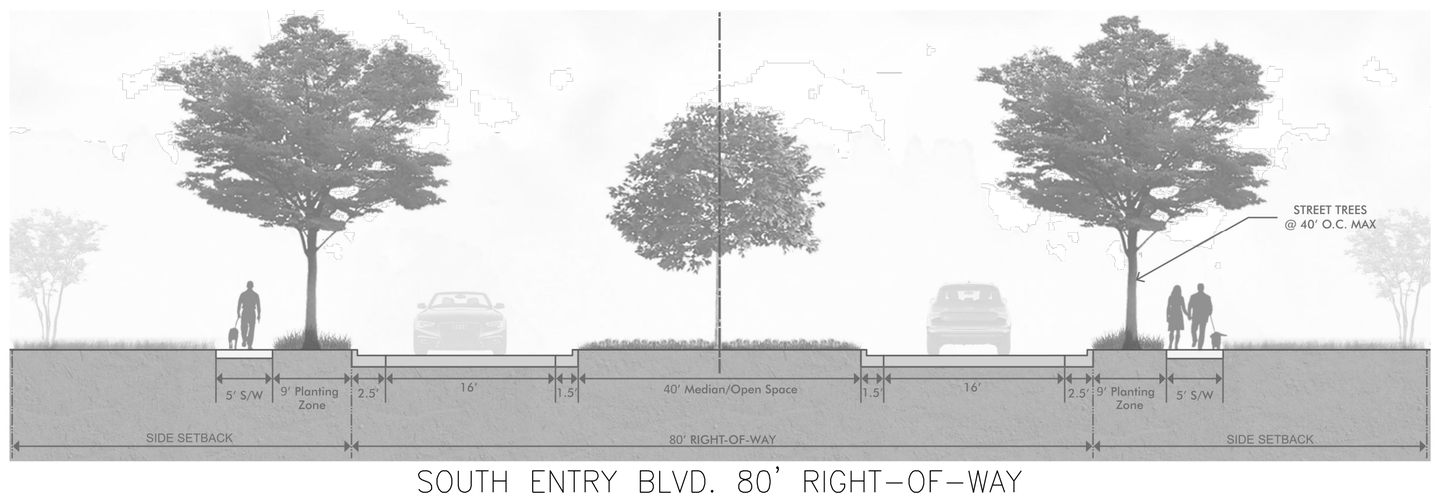
Said described property described containing 2,921,293 square feet or 67.06 acres, more or less.



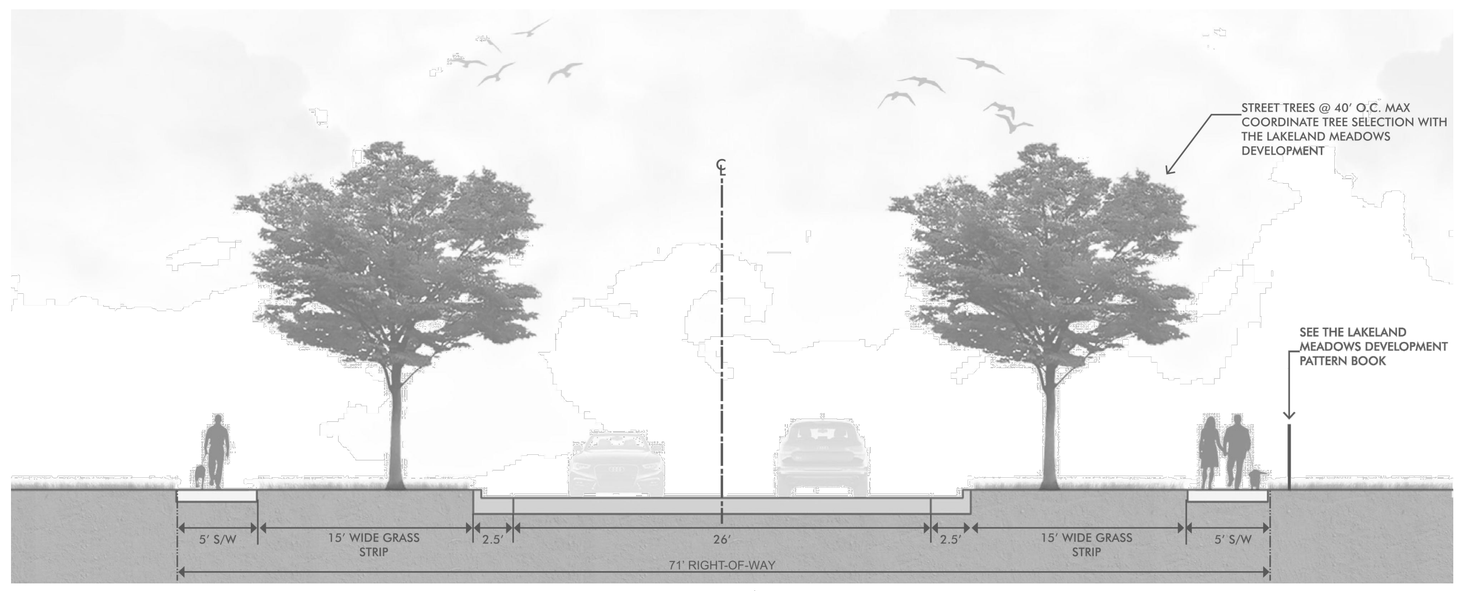
LOCAL STREET 31' RIGHT-OF-WAY



NORTH ENTRY BLVD. 65' RIGHT-OF-WAY



SOUTH ENTRY BLVD. 80' RIGHT-OF-WAY



SEED TICK ROAD 71' RIGHT-OF-WAY

GENERAL GUIDELINES & CERTIFICATES

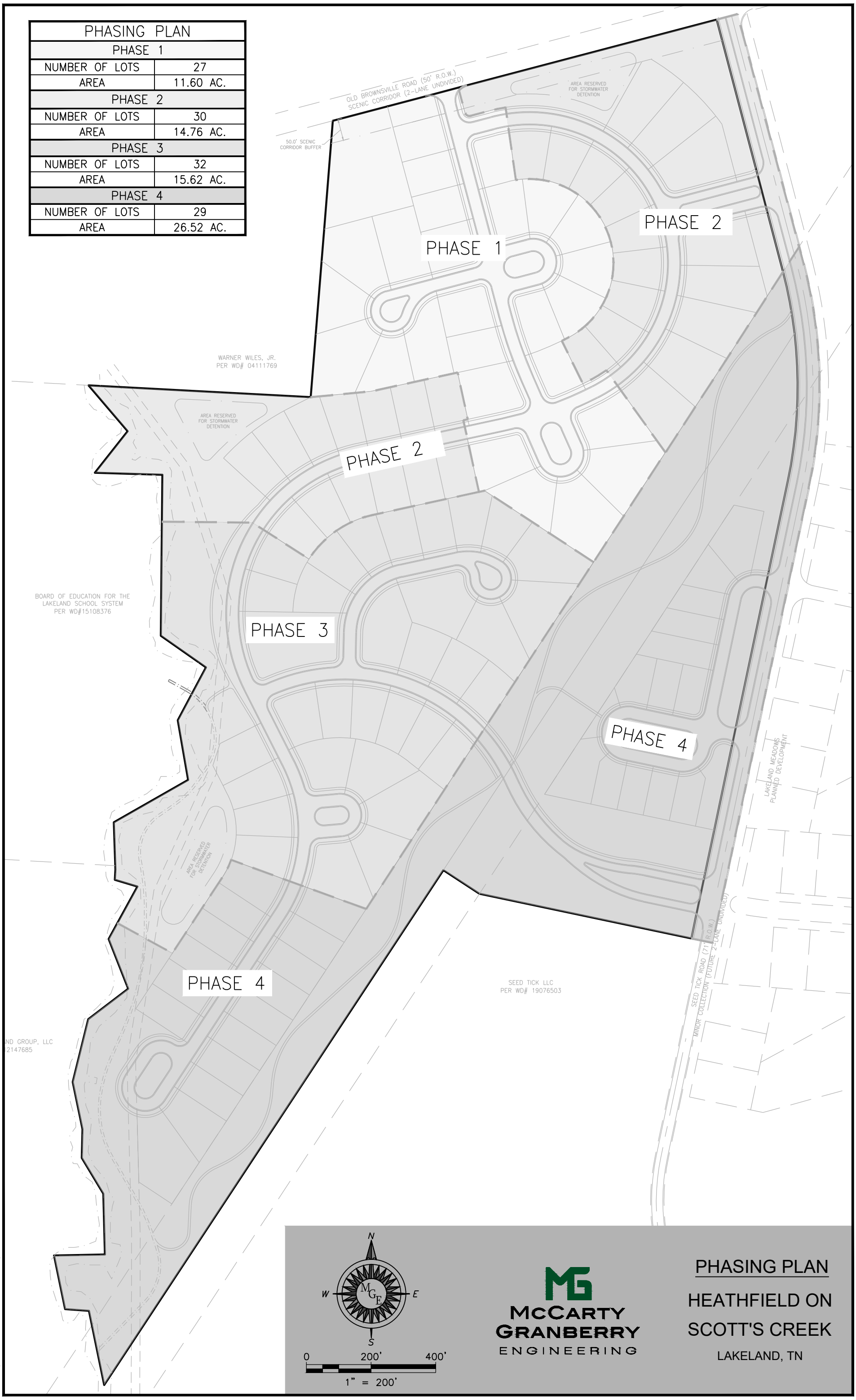
McCARTY GRANBERRY ENGINEERING
198 PROGRESS ROAD, COLLIERVILLE, TN 38017 901-221-0075

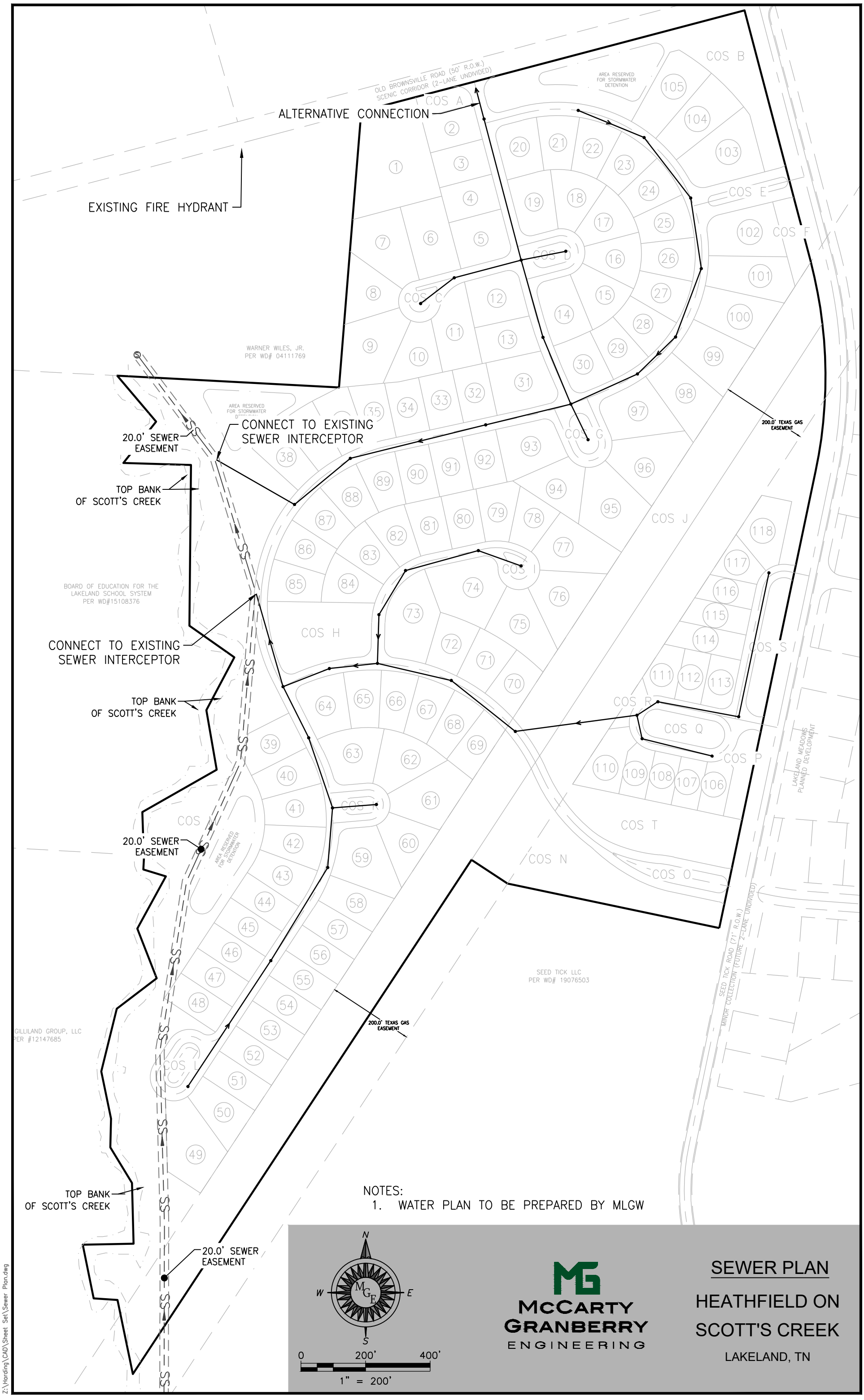
PREPARED BY: MGE
DRAFTSMAN: JRM
DATE: 1/15/21

HEATHFIELD ON SCOTT'S CREEK
LAKELAND, TN

Z:\Working\CAD\Sheet Set\OUTLINE PLAN.dwg

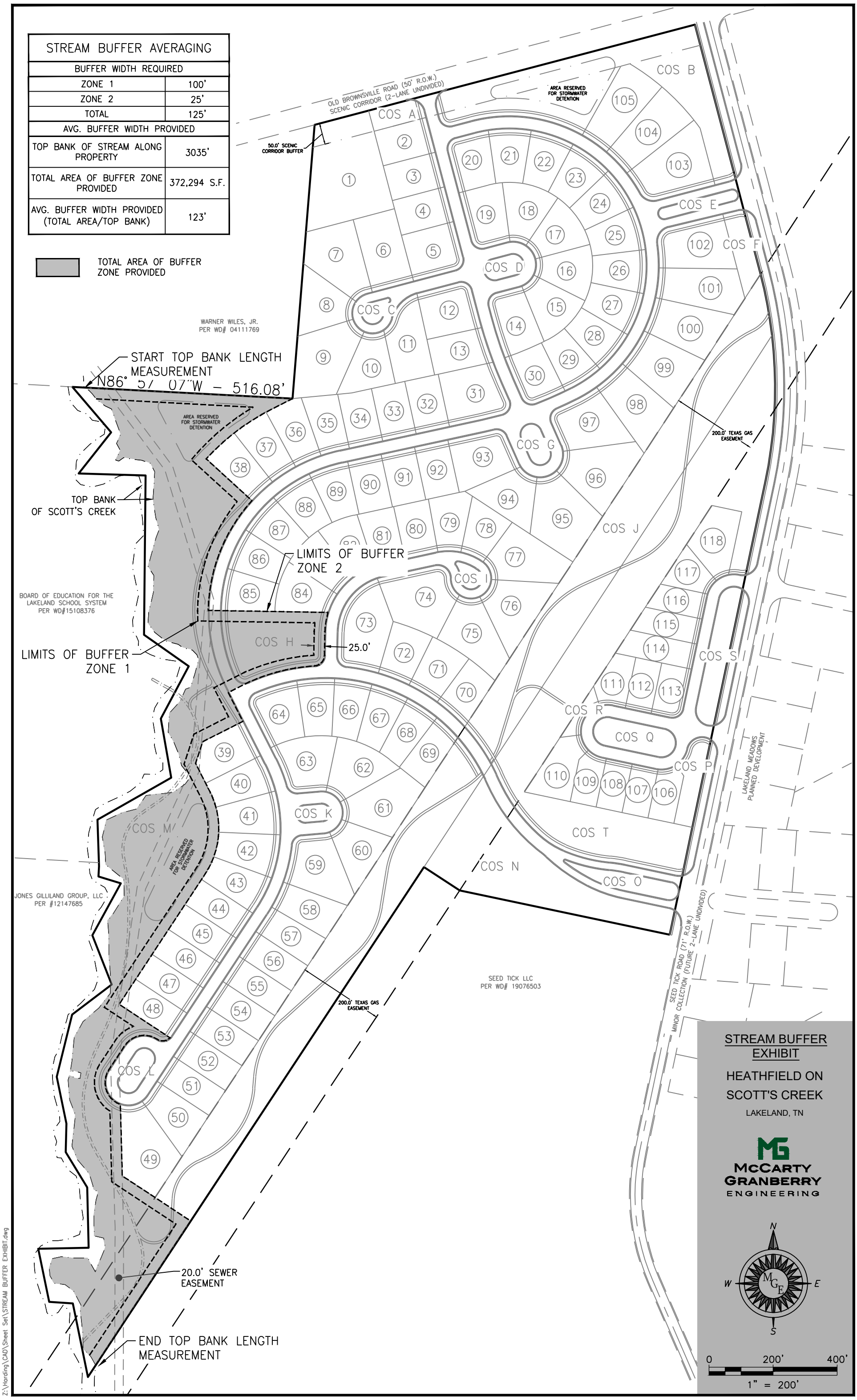
PHASING PLAN	
PHASE 1	
NUMBER OF LOTS	27
AREA	11.60 AC.
PHASE 2	
NUMBER OF LOTS	30
AREA	14.76 AC.
PHASE 3	
NUMBER OF LOTS	32
AREA	15.62 AC.
PHASE 4	
NUMBER OF LOTS	29
AREA	26.52 AC.




OLD BROWNSVILLE ROAD (50' R.O.W.)
SCENIC CORRIDOR (2-LANE UNDIVIDED)
ALTERNATIVE CONNECTION
EXISTING FIRE HYDRANT
AREA RESERVED FOR STORMWATER DETENTION
COS A
COS B
COS C
COS D
COS E
COS F
COS G
COS H
COS I
COS J
COS K
COS L
COS M
COS N
COS O
COS P
COS Q
COS R
COS S
COS T
WARNER WILES, JR.
PER WD# 04111769
CONNECT TO EXISTING
SEWER INTERCEPTOR
20.0' SEWER
EASEMENT
TOP BANK
OF SCOTT'S CREEK
BOARD OF EDUCATION FOR THE
LAKELAND SCHOOL SYSTEM
PER WD#15108376
200.0' TEXAS GAS
EASEMENT
LAKELAND MEADOWS
PLANNED DEVELOPMENT
SEED TICK LLC
PER WD# 19076503
SEED TICK ROAD (71' R.O.W.)
MINOR COLLECTION (FUTURE 2-LANE UNDIVIDED)
GILLILAND GROUP, LLC
PER #12147685
NOTES:
1. WATER PLAN TO BE PREPARED BY MLGW
N
W
E
S
0
200'
400'
1" = 200'
MCCARTY
GRANBERRY
ENGINEERING
SEWER PLAN
HEATHFIELD ON
SCOTT'S CREEK
LAKELAND, TN
Z:\Harding\CAD\Sheet Set\Sewer Plan.dwg

STREAM BUFFER AVERAGING	
BUFFER WIDTH REQUIRED	
ZONE 1	100'
ZONE 2	25'
TOTAL	125'
AVG. BUFFER WIDTH PROVIDED	
TOP BANK OF STREAM ALONG PROPERTY	3035'
TOTAL AREA OF BUFFER ZONE PROVIDED	372,294 S.F.
AVG. BUFFER WIDTH PROVIDED (TOTAL AREA/TOP BANK)	123'

TOTAL AREA OF BUFFER ZONE PROVIDED



STREAM BUFFER EXHIBIT

HEATHFIELD ON SCOTT'S CREEK

LAKELAND, TN

MCCARTY GRANBERRY ENGINEERING

N W E S

0 200' 400'

1" = 200'

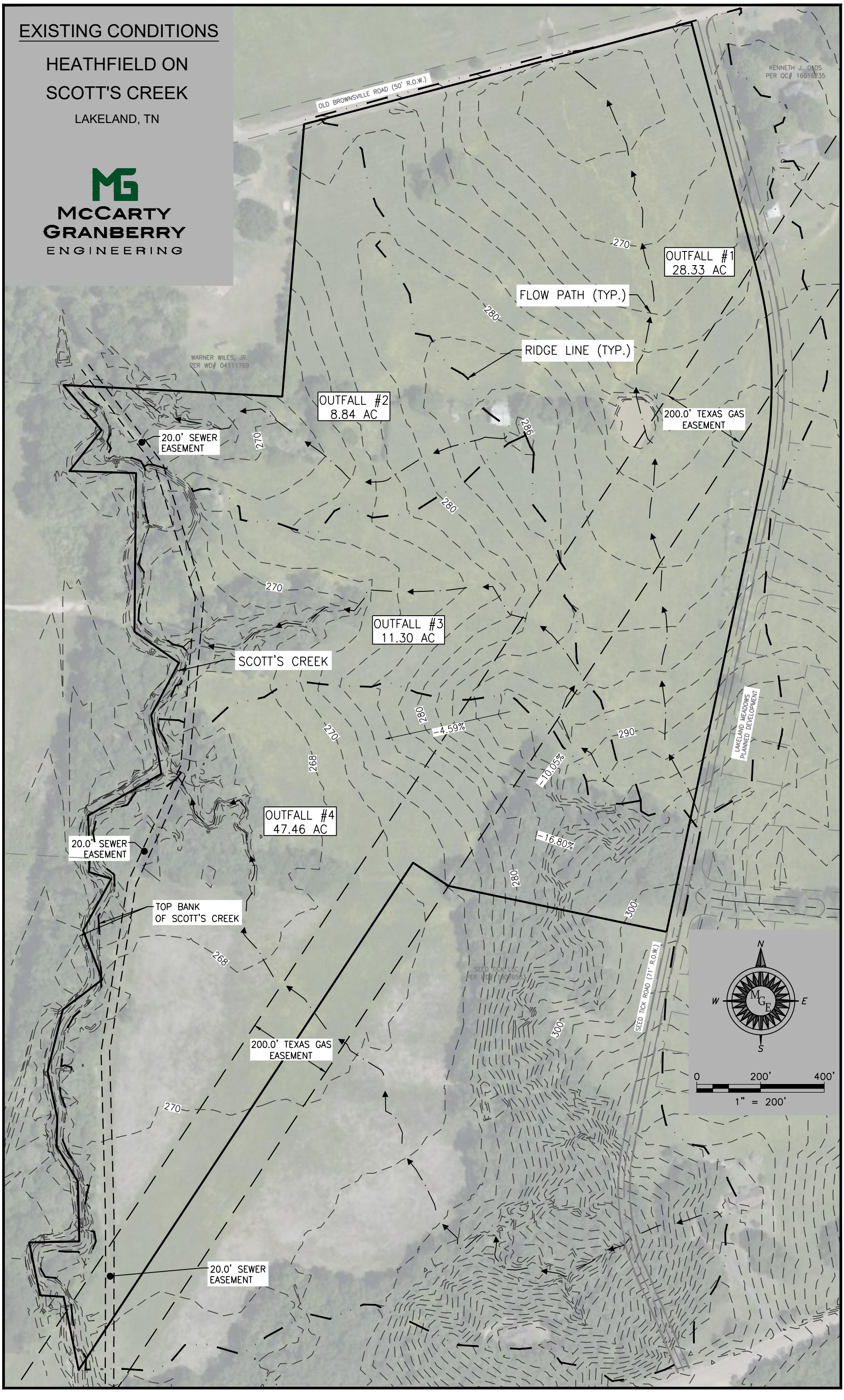
Z:\Harding\CAD\Sheet Set\STREAM BUFFER EXHIBIT.dwg

EXISTING CONDITIONS

HEATHFIELD ON SCOTT'S CREEK

LAKELAND, TN

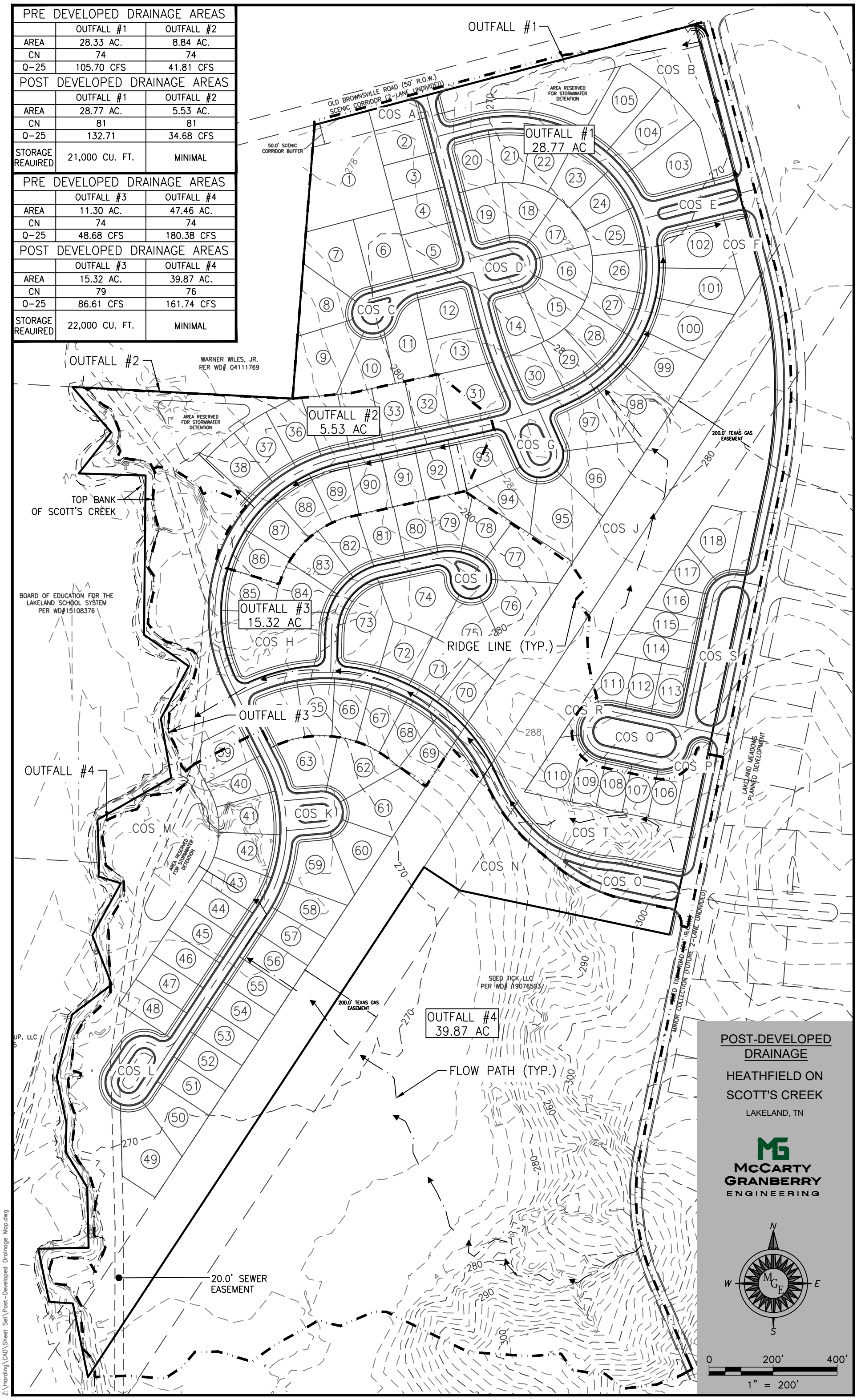
MCCARTY GRANBERRY ENGINEERING



\\10.1.10.107\Share\Harding\CAD\Sheet Set\EXISTING CONDITIONS.dwg

PRE DEVELOPED DRAINAGE AREAS		
	OUTFALL #1	OUTFALL #2
AREA	28.33 AC.	8.84 AC.
CN	74	74
Q-25	105.70 CFS	41.81 CFS
POST DEVELOPED DRAINAGE AREAS		
	OUTFALL #1	OUTFALL #2
AREA	28.77 AC.	5.53 AC.
CN	81	81
Q-25	132.71	34.68 CFS
STORAGE REAUIRED	21,000 CU. FT.	MINIMAL

PRE DEVELOPED DRAINAGE AREAS		
	OUTFALL #3	OUTFALL #4
AREA	11.30 AC.	47.46 AC.
CN	74	74
Q-25	48.68 CFS	180.38 CFS
POST DEVELOPED DRAINAGE AREAS		
	OUTFALL #3	OUTFALL #4
AREA	15.32 AC.	39.87 AC.
CN	79	76
Q-25	86.61 CFS	161.74 CFS
STORAGE REAUIRED	22,000 CU. FT.	MINIMAL



POST-DEVELOPED DRAINAGE

HEATHFIELD ON SCOTT'S CREEK

LAKELAND, TN

McCARTY GRANBERRY ENGINEERING

N W E S

0 200' 400'

1" = 200'

Z:\Harding\CAD\Sheet Set\Post-Developed Drainage Map.dwg

SITE DATA CHART:

LOT NO.	SQFT.	ACERAGE
1	41,080	0.94
2	10,500	0.24
3	10,500	0.24
4	10,500	0.24
5	13,724	0.32
6	17,500	0.40
7	19,075	0.44
8	13,457	0.31
9	20,732	0.48
10	12,221	0.28
11	15,836	0.36
12	14,174	0.33
13	11,398	0.26
14	13,507	0.31
15	12,029	0.28
16	11,486	0.26
17	11,486	0.26
18	12,029	0.28
19	13,115	0.30
20	11,842	0.27
21	10,235	0.23
22	10,391	0.24
23	10,391	0.24
24	10,391	0.24
25	10,391	0.24
26	10,391	0.24
27	10,391	0.24
28	10,391	0.24
29	10,006	0.23
30	11,847	0.27
31	17,519	0.40
32	10,000	0.23
33	10,000	0.23
34	10,066	0.23
35	10,306	0.24
36	11,242	0.26
37	11,189	0.26
38	11,189	0.26
39	12,157	0.28
40	10,803	0.25
41	11,604	0.27
42	11,604	0.27
43	11,028	0.25
44	10,010	0.23
45	10,010	0.23
46	10,010	0.23
47	10,010	0.23
48	10,009	0.23
49	20,478	0.47
50	12,713	0.29
51	10,150	0.23
52	10,150	0.23
53	10,150	0.23
54	10,150	0.23
55	10,150	0.23
56	10,150	0.23
57	10,502	0.24
58	11,809	0.27
59	17,575	0.40
60	12,634	0.29
61	18,017	0.41
62	14,634	0.34
63	15,138	0.35
64	13,569	0.31
65	10,129	0.23
66	10,032	0.23
67	10,372	0.24
68	10,064	0.23
69	10,208	0.23
70	10,433	0.24
71	11,039	0.25
72	11,039	0.25
73	20,330	0.47
74	21,111	0.48
75	17,548	0.40
76	17,540	0.40
77	18,009	0.41
78	10,022	0.23
79	10,497	0.24
80	10,144	0.23
81	10,177	0.23
82	10,160	0.23
83	10,583	0.24
84	11,007	0.25
85	10,324	0.24
86	10,324	0.24
87	10,324	0.24
88	10,324	0.24
89	10,056	0.23
90	10,000	0.23
91	10,000	0.23
92	10,000	0.23
93	15,967	0.37
94	13,436	0.31
95	21,606	0.50
96	19,902	0.46
97	17,506	0.40
98	17,500	0.40
99	17,500	0.40
100	17,500	0.40
101	17,500	0.40
102	18,297	0.42
103	21,873	0.50
104	17,684	0.41
105	17,567	0.40
106	7,606	0.17
107	7,130	0.16
108	7,130	0.16
109	7,223	0.17
110	12,399	0.28
111	8,291	0.19
112	7,439	0.17
113	8,284	0.19
114	10,184	0.23
115	8,780	0.20
116	7,376	0.17
117	7,687	0.18
118	13,592	0.31
TOTAL	1,486,496	34.13

KEY

TOTAL SITE ACREAGE: ±65.98

SINGLE FAMILY LOTS

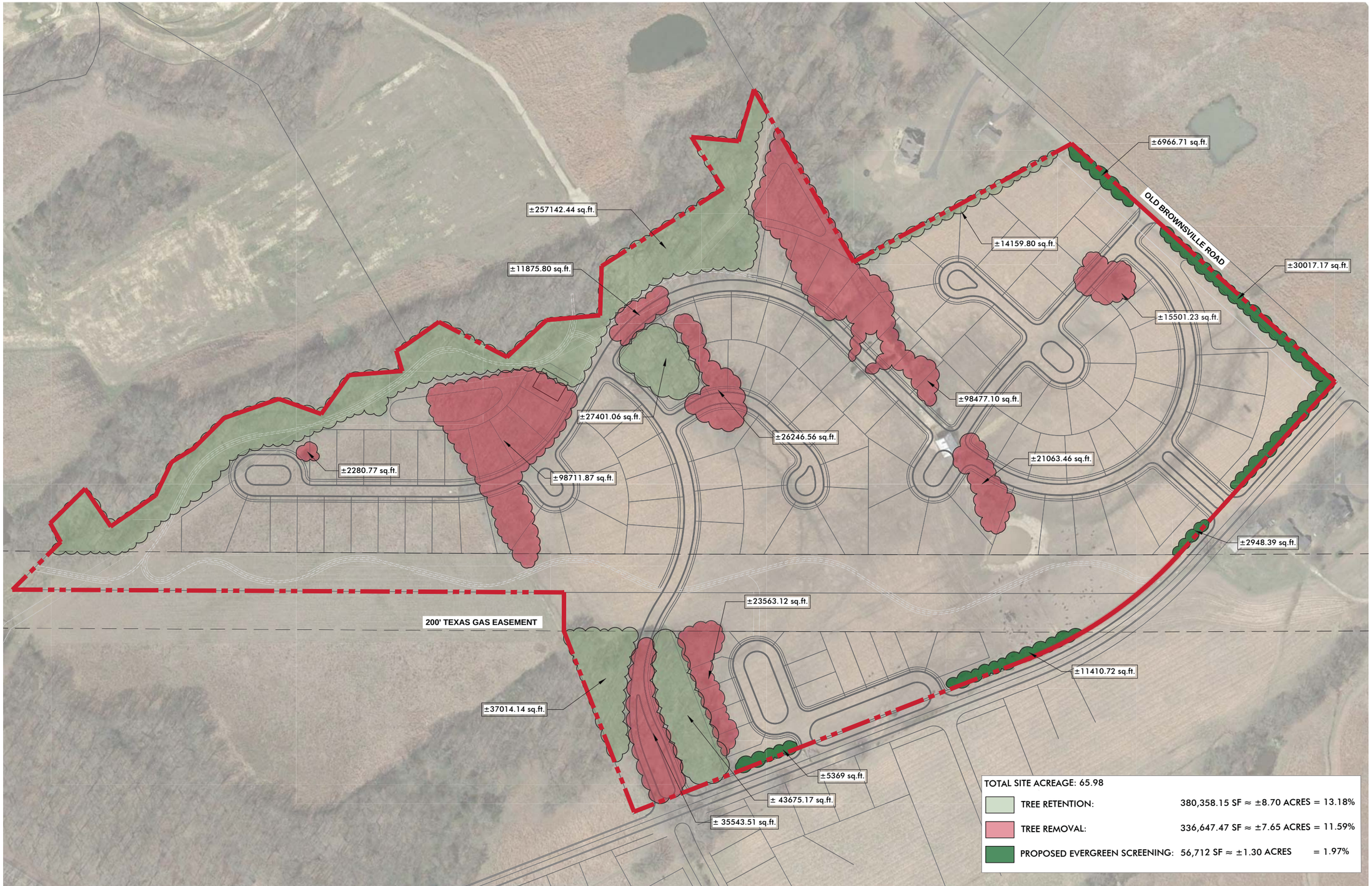
SUBURBAN ESTATE	24 LOTS (20% of total)
SUBURBAN MANOR	81 LOTS (69% of total)
SUBURBAN COTTAGE	13 LOTS (11% of total)
TOTAL SINGLE FAMILY LOTS	118 LOTS
NET DENSITY	1.79 D.U./AC.

KV+D
KISER VOGRIN DESIGN

OPEN SPACE AREA

HEATHFIELD ON SCOTT'S CREEK
LAKELAND, SHELBY COUNTY, TN

PROJECT #20013
DATE: 09-23-2020
REVISED: 01-11-2021



KV+D
KISER VOGRIN DESIGN

TREE PRESERVATION PLAN
HEATHFIELD ON SCOTT'S CREEK
LAKELAND, SHELBY COUNTY, TN

PROJECT #20013
DATE: 09-23-2020
REVISED: 01-11-2021

McCARTY GRANBERRY
ENGINEERING
198 PROGRESS ROAD, COLLIERVILLE, TN 38017 901-221-0075

RESIDENTIAL DESIGNS

HEATHFIELD ON SCOTT'S CREEK

LAKELAND, SHELBY COUNTY, TN

\\10.1.10.107\share\Harding\CAD\Sheet Set\OUTLINE PLAN.dwg

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - to approve Change Order #1 for the Herons Ridge Pond project. *Sponsored by Alejandra Arriaga*

Staff Contact: Alejandra Arriaga, Staff Engineer

STAFF RECOMMENDATION

Staff recommends the Board of Commissioners, by resolution, approve Change Order #1 for the Herons Ridge Pond with Enscor,LLC in the amount $21,250.

BUDGET IMPACT

The Herons Ridge Pond project was awarded to Enscor,LLC in the amount Two Hundred Forty-Five Thousand Dollars ($245,000). Change Order #1 will be funded with monies budgeted in FY21 Stormwater Fund - Capital Projects.

DISCUSSION

Heron's Ridge Pond is a wet detention basin located in Herons Ridge Subdivision. The Board of Commissioner's requested the City contract the removal of sediment from the pond to provide a depth of 4 feet of water. The quantities estimated in the bid schedule were calculated based on the original construction plans, however as the contractor has removed material the quantity bid is not sufficient to maintain 4 feet across the entire basin. An additional 250 cubic yards of sediment needs to be dredged to complete the project as specified. The original contract unit price for the dredging will be used for the additional work.

RESOLUTION R-19-2021

A RESOLUTION APPROVING CHANGE ORDER #1 WITH ENSCOR, LLC. FOR THE FISCAL YEAR 2021 HERONS RIDGE POND PROJECT.

WHEREAS, ENSCOR, LLC. is under contract for the FY21 Herons Ridge Pond Project; and,

WHEREAS, additional sediment is required to be dredged out to reach a 4ft depth; and,

WHEREAS, Change Order #1 will authorize the removal of 250 cubic yards of excess material at the unit rate in the contract; and.

WHEREAS, Funding for this work will be appropriated from FY21- Storm Water Fund-Capital Projects

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 Change Order #1 with Enscor, LLC. for the FY21 Herons Ridge Pond project in the amount Twenty-Nine Thousand and Eight Hundred Forty-Four Dollars ($21,844).

PASSED AND ADOPTED by the Board of Commissioners of Lakeland, Tennessee on this 11th day of March 2021, public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

EJCDC
ENGINEERS JOINT CONTRACT DOCUMENTS COMMITTEE

Change Order No. 1

Date of Issuance: March 11, 2021	Effective Date: March 11, 2020
Owner: City of Lakeland	Owner's Contract No.:
Contractor: Enscor, LLC	Contractor's Project No.:
Engineer:	Engineer's Project No.:
Project: FY21 Herons Ridge Pond	Contract Name:

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

Description:
An additional 250 CY of sediment needs to be dredged out in order to maintain a depth of 4' throughout the pond.

Attachments: *[List documents supporting change]*

CHANGE IN CONTRACT PRICE	**CHANGE IN CONTRACT TIMES** *[note changes in Milestones if applicable]*
Original Contract Price: $ 245,000	Original Contract Times: Substantial Completion: ____ Ready for Final Payment: ____ days or dates
[Increase] [Decrease] from previously approved Change Orders No. __ to No. __: $ ____	[Increase] [Decrease] from previously approved Change Orders No. __ to No. __: Substantial Completion: ____ Ready for Final Payment: ____ days
Contract Price prior to this Change Order: $ 245,000	Contract Times prior to this Change Order: Substantial Completion: ____ Ready for Final Payment: ____ days or dates
Increase of this Change Order: $ 21,250	[Increase] [Decrease] of this Change Order: Substantial Completion: ____ Ready for Final Payment: ____ days or dates
Contract Price incorporating this Change Order: $ 266,250	Contract Times with all approved Change Orders: Substantial Completion: ____ Ready for Final Payment: ____ days or dates

RECOMMENDED:	ACCEPTED:	ACCEPTED:
By: Alejandra Arriaga	By: ____	By: ____
Engineer (if required)	Owner (Authorized Signature)	Contractor (Authorized Signature)
Title: Staff Engineer	Title ____	Title ____
Date: 03/09/21	Date ____	Date ____

Approved by Funding Agency (if applicable)

By: ____ Date:

Title: ____

RESOLUTION R-20-2021

A RESOLUTION DIRECTING STAFF TO BEGIN PREPARATION OF DESIGN REVIEW GUIDELINES

WHEREAS, the Board of Commissioners is aware that the Land Development Regulations allow certain design standards that are no longer in the City's best interest; and

WHEREAS, the Board of Commissioners plan to initiate the process of creating a stand-alone design review document; and

WHEREAS, the Board of Commissioners desires to create a clear and concise document that sets forth design standards to ensure future development meet the character and context the City of Lakeland desires; and

WHEREAS, the Board of Commissioners desires to take immediate action to add Design Review Guideline to the City's Development Regulations.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Lakeland that the City Manager or his designee hereby directed to initiate the preparation of Design Review Guidelines.

PASSED AND ADOPTED by the Board of Commissioner of Lakeland, Tennessee on this 11th day of March 2021, the public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

RESOLUTION R-21-2021

A RESOLUTION DIRECTING STAFF TO BEGIN THE RFQ PROCESS FOR THE COMPREHENSIVE PLAN AND LAND DEVELOPMENT REGULATIONS UPDATE. SPONSORED BY BOARD OF COMMISSIONERS

WHEREAS, the Board of Commissioners believe the City's Comprehensive Plan and the Land Development Regulations no longer meet the vision and goals of the City and its citizens; and

WHEREAS, the Board of Commissioners is aware that the City's Comprehensive Plan and the Land Development Regulations are past the useful lifespan of those documents; and

WHEREAS, the Board of Commissioners plan to initiate RFQ process for a Comprehensive Plan and Land Development Regulations update; and

WHEREAS, the Board of Commissioners desires to take immediate action to begin the RFQ process.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Lakeland that the City Manager or his designee hereby directed to initiate the preparation of a Request for Qualification for the City's Comprehensive Plan and Land Development Regulations.

PASSED AND ADOPTED by the Board of Commissioner of Lakeland, Tennessee on this 11th day of March 2021, the public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder

CITY OF LAKELAND TENNESSEE

Board of Commissioners

Meeting Cycle: Thursday, March 11, 2021

Subject: **Resolution** - authorizing the Mayor to enter into a Memorandum of Understanding between the City of Lakeland, City of Bartlett, and Town of Arlington for the coordination of a COVID-19 vaccination point of distribution. *Sponsored by Mayor Cunningham*

Staff Contact: Shane Horn, City Manager

STAFF RECOMMENDATION

This Resolution would authorize the Mayor to enter into an Memorandum of Understanding with the City of Lakeland, City of Bartlett, and Town of Arlington for the coordination of a COVID-19 vaccination Point of Distribution (POD). As these agreements are currently a work in progress, it is the recommendation of the City Manager to authorize the Mayor to execute all necessary agreements pending the City Attorney legal review and approval.

BUDGET IMPACT

The initial concept is that all three jurisdictions will equally share the hard, start-up costs with each jurisdiction covering staff expenses for their own staff that will work at the site. The concept is that this site would be open on Monday-Thursday from 9am-3pm. from the first week of April through May. This ultimately would need the approval of the City of Memphis. The early estimated cost for the City of Lakeland is $60,000-$75,000. We would continue to explore reimbursement opportunities for this vaccination POD.

DISCUSSION

RESOLUTION R-22-2021
RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO A MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LAKELAND, CITY OF BARTLETT AND TOWN OF ARLINGTON FOR THE COORDINATION OF A COVID-19 VACCINATION POINT OF DISTRIBUTION

WHEREAS, the City of Lakeland supports the promotion of a convenient and efficient distribution of COVID-19 vaccinations for its residents; and

WHEREAS, the City of Lakeland desires to partner with the City of Bartlett and Town of Arlington to provide a COVID-19 vaccination Point of Distribution (POD) at a convenient location to serve this region of Shelby County; and

WHEREAS, there will need to be several Memorandum of Understanding (MOU's) between the jurisdiction, the host of the vaccination POD and with the City of Memphis; and

WHEREAS, as time is of the essence, this Resolution will provide the Mayor the authority to enter into these agreements in a timely manner once the City Attorney has reviewed and approved the documents.

NOW, THEREFORE BE IT RESOLVED by the Board of Commissioners of the City of Lakeland, Tennessee, as follows:

Section 1. The Mayor is hereby authorized to execute all Memorandum of Understanding or other agreements associated the start-up and operation of the vaccination POD jointly operated by the City of Bartlett, City of Lakeland, and Town of Arlington.

Section 2. This authority is pending final City Attorney review and approval of all documents.

PASSED AND ADOPTED by the Board of Commissioner of Lakeland, Tennessee on this 11th day of March, 2021, the public welfare requiring it.

_____
Mike Cunningham, *Mayor*

ATTEST:

_____
Debra Murrell
City Recorder