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[Labor Relations Manager/EEO Officer](#)

Job Description (Created: 2005-09-20; Reviewed: 2021-05-12)

Job description for the position of Labor Relations Manager/EEO Officer.

[Laboratory Technician](#)

Job Description (Created: 2003-07-10; Reviewed: 2021-05-04)

Job description for the position of Laboratory Technician at a wastewater plant.

[Laborer](#)

Job Description (Created: 2002-09-27; Reviewed: 2021-05-04)

Job description for the position of Laborer.

[Lakeland, Tennessee, Fire Station Location Study](#)

Report/Study (Created: 2011-09-30; Reviewed: 2021-07-22)

The study's purpose is to answer two questions: 1) Where should Lakeland place its next fire station? and 2) How many fire stations might Lakeland need in the long term?

[Land Swap between the City and Owner of Private Property](#)

Legal Opinion (Created: 2008-12-15; Reviewed: 2021-07-19)

MTAS was asked whether the city can enter into a land swap agreement with private parties, and what rules govern such transactions.

[Landfill Operator](#)

Job Description (Created: 2002-09-27; Reviewed: 2021-05-27)

Job description for the position of Landfill Operator.

[Landfill/Container Credit Application and Service Agreement](#)

Form (Created: 2022-04-01; Reviewed: 2022-04-01)

The Town of Greeneville, Tennessee provided MTAS with a copy of their solid waste collection application and service agreement.

[Landowner's Liability under Tennessee's Natural Flow Rule](#)

Legal Opinion (Created: 2009-09-24; Reviewed: 2021-05-07)

MTAS was asked whether under Tennessee's natural flow rule, a landowner is liable for flooding caused by vegetative growth in a watercourse that crosses his land.

[Landscape Architect](#)

Job Description (Created: 1970-04-15; Reviewed: 2021-06-21)

Job descriptions for Landscape Architect, Associate Landscape Architect, Senior Landscape Architect, Supervising Landscape Architect.

[Landscape Architect/Project Coordinator](#)

Job Description (Created: 2000-02-01; Reviewed: 2021-06-21)

Job description for the position of Landscape Architect / Project Coordinator.

[Landscape Ordinance Manual](#)

Ordinance (Created: 2005-07-01; Reviewed: 2021-04-28)

The purpose and intent of this manual are the following: to promote the scenic quality of the community; to improve the appearance of parking areas and property abutting public rights of way; to protect property values; to reduce stormwater runoff and improve water quality; to provide transition between incompatible land uses; and to provide relief from traffic, noise, heat, glare, dust, and debris.

[Landscape Planner / Horticulturist](#)

Job Description (Created: 2010-06-24; Reviewed: 2021-06-21)

Job description for the position of Landscape Planner / Horticulturist.

[Landscape Technician](#)

Job Description (Created: 2000-10-01; Reviewed: 2021-06-21)

Job description for the position of Landscape Technician.

[Lateral Transfer Survey Results](#)

Survey (Created: 2007-05-25; Reviewed: 2021-05-04)

Thirteen jurisdictions responded to a survey asking whether they have a policy for lateral transfers.

[Law Enforcement Off-Duty Employment, or Moonlighting](#)

Legal Opinion (Created: 2011-10-26; Reviewed: 2021-05-12)

MTAS was asked whether FLSA applies regarding overtime, what the city's liability is regarding worker's comp, and about general city liability. Includes opinions from TML, DOL, and TAG.

[Laws Applying to Municipal-Sponsored Festivals and Fairs](#)

Legal Opinion (Created: 2008-04-18; Reviewed: 2021-07-20)

MTAS was asked about prohibiting fund-raising activities at the festival, prohibiting the sale of merchandise that does not qualify as arts and crafts, and restricting the kinds of merchandise that property owners abutting the festival sites can sell that compete with the arts and crafts sold at the festival.

[Laying a Motion on the Table While a Vote Is Being Taken](#)

Legal Opinion (Created: 2008-07-25; Reviewed: 2021-06-09)

MTAS was asked several questions pertaining to the effect of the motion adopted by the board of mayor and aldermen to lay a measure on the table.

[Learning Management System Usage in Selected Tennessee Cities](#)

Survey (Created: 2021-11-09; Reviewed: 2022-03-02)

Ten Tennessee cities responded to a request for information regarding the usage of a learning management system in their municipalities, the costs for their systems and whether or not someone is dedicated to the administration of the resource.

[Learning Projects of Municipal Elected Officials: an Executive Summary](#)

Report/Study (Created: 2017-03-02; Reviewed: 2021-07-20)

The researcher, supported by the Municipal Technical Advisory Service, interviewed 41 municipal elected officials in East Tennessee to determine what they learned about during CY2015 in order to fulfill their role as a mayor, vice-mayor, or city councilmember/alderman.

[Lease Agreement for a City-Owned Building](#)

General (Created: 2014-04-16; Reviewed: 2021-07-28)

MTAS was asked for a sample lease agreement for a city-owned building that is currently being operated as a senior center.

[Lease versus Purchase of Public Facilities: Pros and Cons](#)

General (Created: 2010-10-15; Reviewed: 2020-10-07)

This article lists the advantages and disadvantages of leasing a public facility.

[Leasing a Garbage Truck](#)

General (Created: 2015-01-21; Reviewed: 2021-05-27)

MTAS was asked whether the city can lease a garbage truck without permission from the Comptroller's office

[Leasing City-Owned Facilities for Communications Equipment](#)

Survey (Created: 2019-04-01; Reviewed: 2021-05-07)

Twenty-one Tennessee officials were surveyed to find whether or not the cities lease space to companies to place communications equipment on public facilities such as water towers or a city owned communication tower.

[Leasing of Municipal Cemeteries](#)

Legal Opinion (Created: 2006-08-17; Reviewed: 2021-07-27)

MTAS was asked to analyze the question of whether a city could lease a cemetery to a private business.

[Leave Accrual for Exempt and Non-Exempt Employees: an MTAS Survey](#)
Survey (Created: 2009-07-07; Reviewed: 2021-07-09)

Forty-two cities were asked several questions about annual and sick leave for their exempt and non-exempt employees.

[Leave Equivalency Schedules for Employees Working Different Schedules](#)
General (Created: 2014-10-20; Reviewed: 2021-07-09)

MTAS provided equivalency schedules for employees with different work schedules and total annual hours.

[Leave for Training Due to Voluntary Military Promotions](#)
General (Created: 2012-07-24; Reviewed: 2021-05-04)

MTAS was asked whether USERRA protects the rights of any American who wishes to serve in the armed forces regardless of voluntary promotions, which may equal more time away from work.

[Leave Request Form](#)
Form (Created: 2003-03-10; Reviewed: 2021-07-09)

The Town of Spencer requested a form for leave requests.

[Lebanon Mayoral Powers Under City Charter](#)
General (Created: 2001-11-26; Reviewed: 2021-06-11)

The City of Lebanon requested an ordinance requiring the Mayor's appointments to require Council approval for dismissal.

[Legal Effect of Warning Signs](#)
Legal Opinion (Created: 2009-05-13; Reviewed: 2020-10-07)

MTAS was asked about the legal effect of "Slow Children Playing" and similar warning signs.

[Legal Effect on the City for an Illegally Issued Building or Zoning Permit](#)
Legal Opinion (Created: 2002-09-09; Reviewed: 2021-05-07)

MTAS was asked whether the city is liable for the cost of moving a mobile home illegally placed in an R-2 zone, but placed there pursuant to a building permit erroneously issued by the building inspector to the owner of the mobile home.

[Legal Fees and Court Costs of a City Employee](#)
Legal Opinion (Created: 2003-03-21; Reviewed: 2021-05-24)

MTAS was asked whether the city can pay the legal fees and court costs of an employee who was placed on pretrial diversion for misuse of city funds.

[Legal Requirement for an Architect to Design Public Buildings](#)
Legal Opinion (Created: 1994-07-26; Reviewed: 2021-05-27)

MTAS was asked whether it is necessary for a licensed architect or engineer to draft the plans for a new fire hall.

[Legality of a Business Owner to Put Iron Rods on the Edge of a Highway](#)
Legal Opinion (Created: 2011-07-18; Reviewed: 2020-10-07)

MTAS was asked whether it is legal for the owner of a certain business to have put several iron rods into the pavement on the edge of a highway, which, presumably, the owner of the business thinks is the eastern limit of that highway, when the right of way is undoubtedly wider than the pavement.

[Legality of a Christian Cross Located on Top of a Town Water Tower](#)

Legal Opinion (Created: 2011-11-11; Reviewed: 2021-06-25)

MTAS was asked whether an arrangement, where a local bank leased with the Town for water tower space and placed a Christian cross on top of the tower, is a violation of the Establishment Clause of the U.S. Constitution.

[Legality of a Contract](#)

Legal Opinion (Created: 2011-04-27; Reviewed: 2021-07-29)

MTAS was asked whether there is an enforceable contract between the city and a certain company under facts related in an opinion to city.

[Legality of a Garbage Contract by City with One Company](#)

Legal Opinion (Created: 1995-12-14; Reviewed: 2021-06-25)

MTAS was asked about the legality of a garbage contract by city with one company.

[Legality of a Separation Allowance Made to a Police Officer](#)

Legal Opinion (Created: 1990-12-07; Reviewed: 2021-05-04)

MTAS was asked whether it is legal for the board of mayor and aldermen to approve the payment of a "separation allowance" to a police officer.

[Legality of City Contracting with Utility District Water System to Collect City's Sewer Charges](#)

Legal Opinion (Created: 1990-12-20; Reviewed: 2021-07-29)

MTAS was asked whether the city and the utility district can contract for the utility district to cut off the water of the city's delinquent sewer customers without the contract also providing for the utility district to handle the city's sewer service billing.

[Legality of City in Accepting a Certain Street](#)

Legal Opinion (Created: 1994-03-23; Reviewed: 2020-10-07)

MTAS was asked whether the city acted legally in accepting a certain street.

[Legality of City-County Sales Tax Allocation Agreement](#)

Legal Opinion (Created: 1992-04-13; Reviewed: 2021-07-29)

MTAS was asked to determine whether there is any way for the city to get out of the contract under which the city waived its share of the sales tax to the county for a term ending upon the payment of a 2.4 million bond issue.

[Legality of Creating Minority Set-Asides Between Developer and City](#)

Legal Opinion (Created: 2002-03-05; Reviewed: 2021-07-29)

MTAS was asked whether an agreement between a city and a developer of a large construction project may specify a percentage of subcontracts on the project to be awarded, or set aside, for minority contractors.

[Legality of Fire Department Fees](#)

Legal Opinion (Created: 2004-03-22; Reviewed: 2021-07-22)

MTAS was asked to research the legality of inspection fees and certain services.

[Legality of Open-Ended Sales Tax Sharing Agreement with -- County](#)

Legal Opinion (Created: 1995-06-16; Reviewed: 2021-07-29)

MTAS was asked the term of the contract between the City and County for the distribution of the city's share of the sales tax.

[Legality of Ordinance Changing Staggered Four-Year Term of Office to Non-Staggered Two-Year Term of Office](#)

Legal Opinion (Created: 2020-10-15; Reviewed: 2021-07-20)

MTAS was asked to give an opinion on the legality of an ordinance which changed the board of mayor and alderman from a staggered four-year term of office to a non-staggered two-year term of office.

[Legality of the County Charging a Tipping Fee](#)

Legal Opinion (Created: 1994-09-20; Reviewed: 2021-05-28)

MTAS was asked whether it is illegal "double taxation" for the county to charge a tipping fee.

[Legality of Using a Facsimile Signature on a Check](#)

General (Created: 2011-11-16; Reviewed: 2021-07-29)

MTAS was asked about the legality of using a facsimile signature during the absence of one of the authorized signatures on a check.

[Legality of Utility Service Contract Between State and City](#)

Legal Opinion (Created: 1997-04-28; Reviewed: 2021-04-23)

MTAS was asked whether the contract between the Tennessee Department of Corrections and the City under which the latter provides the former's prison with water, sewer, and gas services is invalid because the state turned over the operation of the prison to a private company.

[Legality of Wrecker Ordinance](#)

Legal Opinion (Created: 2003-08-25; Reviewed: 2020-05-04)

MTAS was asked to research the legality of a wrecker ordinance.

[Legislation Creating MTAS](#)

General (Created: 1949-04-15; Reviewed: 2016-07-06)

The Municipal Technical Advisory Service (MTAS) was created in 1949 by Public Act of the General Assembly.

[Length of Term of Members of the Utility Board Who Are Also Members of the City Council](#)

Legal Opinion (Created: 2007-03-15; Reviewed: 2021-04-23)

MTAS was asked whether the city council can replace a member of the utility board who was a member of the city council but was not re-elected to office.

[Lenoir City RFP for Pest Control Services](#)

RFP (Created: 2021-07-12; Reviewed: 2021-09-17)

Lenoir City produced this RFP in order to obtain bids for insect and rodent control services for their municipal facilities.

[Letter of Employment](#)

Form (Created: 2012-10-01; Reviewed: 2021-05-04)

MTAS was asked to develop a letter of employment to give to employees when they are employed. The letter would give the employee basic information about salary, benefits, probationary status and other matters that need to be clear to the employee upon accepting employment with the city.

[Levying an Amusement Tax](#)

Legal Opinion (Created: 1994-05-04; Reviewed: 2021-04-21)

MTAS was asked whether the Town can levy an amusement tax.

[Levying Personal Property Taxes on Privately-Owned Property at the Airport](#)

Legal Opinion (Created: 1995-09-20; Reviewed: 2021-07-02)

MTAS was asked whether a city may assess personal property taxes against property at an airport outside city limits.

[Levying Taxes to Fund the Operation of City Schools and the Methods of School Consolidation](#)

Legal Opinion (Created: 1991-05-24; Reviewed: 2021-07-20)

MTAS was asked whether the City Council can give the school board the authority to levy taxes to fund the operation of city schools and what the methods of school consolidation are in Tennessee.

[Liability and Ownership of Sidewalks](#)

Legal Opinion (Created: 1998-09-03; Reviewed: 2020-10-07)

MTAS was asked if the city owns the sidewalks and is liable for damages and injuries caused from their disrepair.

[Liability for Codes Inspections](#)

Legal Opinion (Created: 1996-08-23; Reviewed: 2021-06-18)

MTAS received questions regarding the adoption of plumbing codes in a city.

[Liability for Private Sprinkler Systems](#)

Legal Opinion (Created: 2003-01-07; Reviewed: 2021-05-20)

MTAS was asked about potential liability that could be imposed on the Town for certain deficiencies in private sprinkler systems that the Town is thinking of mandating by ordinance.

[Liability for Sewer Back-Ups](#)

Legal Opinion (Created: 2011-03-25; Reviewed: 2021-04-14)

MTAS was asked whether a municipality is liable for sewer back-ups that cause damage to private property.

[Liability of City Council for Mispaid Salaries](#)

Legal Opinion (Created: 2004-04-12; Reviewed: 2021-05-04)

MTAS was asked to analyze the question of the liability of the members of the city council for mispaid salaries.

[Liability of City for Damages under the Tennessee Governmental Tort Liability Act](#)

Legal Opinion (Created: 2012-08-29; Reviewed: 2021-04-15)

MTAS was asked what the limits of liability of a municipality under the Tennessee Governmental Tort Liability Act (TGTLA) are, where the city has insurance in excess of the limits of that Act.

[Liability Questions](#)

Legal Opinion (Created: 2003-06-06; Reviewed: 2021-07-27)

MTAS was asked whether the city should maintain a drainage easement on private property, whether the issuance of a building permit somehow obligates the city to the applicant relative to liability, and about the statute of limitations under the TGTLA.

[Lien Use and Collection: A Survey Conducted for Chattanooga](#)

Survey (Created: 2007-02-28; Reviewed: 2021-07-19)

Seven cities were asked about utilizing the lien provision of state law for recovering costs related to slum clearance and for overgrown lot clearance.

[Liens for Demolition and Clean Up](#)

Legal Opinion (Created: 1991-07-18; Reviewed: 2021-06-21)

A clean-up lien that followed behind the first lien would also put the former ahead of mortgagees and any other lien holder.

[Limitations by Ordinance on the Number of Dogs/Cats per Residential Household](#)

Survey (Created: 2021-11-15; Reviewed: 2022-03-11)

Twenty-one Tennessee cities responded to a request for information regarding their limits on the number of dogs and cats per residential household.

[Liquor by the Drink Petition](#)

Form (Created: 2010-09-16; Reviewed: 2021-07-21)

Liquor by the drink petitions must include the address of the election commission to which it is addressed.

[Liquor sales on Sunday and sales of beer at retail liquor stores](#)

Legal Opinion (Created: 2018-08-08; Reviewed: 2021-07-21)

MTAS responds to the following questions: At what time can restaurants sell liquor by the drink on Sundays; the time for a retail store to sell off-premises liquor on Sundays; and can a retail liquor store sell beer?

[Livingston's Community Visioning Process](#)

Report/Study (Created: 2012-10-19; Reviewed: 2021-07-22)

MTAS was asked to facilitate a community visioning process for the City of Livingston.

[Local Approval of General Laws of Local Application](#)

Legal Opinion (Created: 2007-08-30; Reviewed: 2021-06-25)

A letter urging compliance with the State Constitution.

[Local Government Exemption Authorization](#)

Form (Created: 2010-09-13; Reviewed: 2021-05-28)

A form for the city to provide notice to the Dept. of Commerce that it has adopted and is enforcing a particular code or the code outlined in an adopting ordinance or resolution.

[Local Option Sales Tax Revenue Sharing Agreements](#)

General (Created: 2014-04-04; Reviewed: 2021-07-21)

MTAS was asked for some examples of local option sales tax revenue sharing agreements.

[Local Preference in Purchasing Policy](#)

General (Created: 2015-01-26; Reviewed: 2021-07-28)

MTAS was asked whether a city may include a five percent bonus for local providers/contractors to give a slight advantage to a local provider.

[Local Property Tax Relief Programs in Selected Cities](#)

Survey (Created: 2021-11-10; Reviewed: 2022-03-11)

Eighteen Tennessee cities responded to a request for information regarding whether or not the municipalities offer their citizens property tax relief.

[Locating an Interpreter](#)

General (Created: 2012-06-07; Reviewed: 2021-06-22)

MTAS was asked how to find a Mandarin Chinese interpreter.

[Longevity Pay Benefits in Selected Tennessee Cities](#)

Survey (Created: 2020-06-04; Reviewed: 2021-05-24)

A survey of selected cities regarding whether they offer a longevity pay benefits and details on how that is provided.
