



Community Advisory Board  
Regular Meeting Agenda  
Tuesday, February 13, 2024, 5:30 PM  
City Hall, Lakeland, Tennessee 38002

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- I. CALL TO ORDER:
- II. ROLL CALL:
- III. APPROVAL OF MINUTES OF PREVIOUS MEETING:
  1. **Regular meeting minutes** - April 25, 2023.
  2. **Regular meeting minutes** - October 24, 2023
- IV. PUBLIC COMMENT:
- V. REPORTS OF OFFICERS AND COMMITTEES:
- VI. OLD BUSINESS:
  1. **Discussion and Possible Action** - public safety (to include discussion of Neighborhood Watch program function within the Community Advisory Board).
- VII. NEW BUSINESS:
  1. **Discussion and Possible Action** - 2024 Community Advisory Board planning. *Sponsored by Mayor Roman*
  2. **Discussion and Possible Action** - crime reports, data, and Flock cameras.
  3. **Presentation** - amended bylaws of the Community Advisory Board.
- VIII. ANNOUNCEMENTS:
- IX. ADJOURNMENT:

**COMMUNITY ADVISORY BOARD  
MEETING MINUTES  
TUESDAY, APRIL 25, 2023, 5:30 PM  
CITY HALL, LAKELAND, TN.**

**I. CALL TO ORDER:** The meeting was called to order by Chairman Jonathan Spiceland at 5:30 p.m.

**II. ROLL CALL BY RECORDER:**

Comm. Michele Dial	Present
Kenneth Glatzer	Absent
Michael Green	Absent
Benjamin Ledsinger	Present
Sally Nickle	Absent
Megan Pope	Present
Kimberly Rossie	Present
Jason Valentine	Present
(C) Jonathan Spiceland	Present

Others present:

Michael Walker, City Manager

**III. APPROVAL OF MINUTES OF PREVIOUS MEETING:**

Commissioner Dial moved to approve the meeting minutes of January 24, 2023, as written, seconded by Mr. Valentine.

Motion passed unanimously, voice vote, 5 in favor 0 against.

**IV. PUBLIC DISCUSSION:** *None*

**V. REPORTS OF OFFICERS AND COMMITTEES:**

**VI. OLD BUSINESS:**

1) **Discussion and Possible action – Public Safety Update on Marketing Plan Update.**

Discussion ensued.

After the discussion, Mr. Valentine moved to add Public Safety as discussion for the next meeting.

Motion carried, voice vote, 5 in favor 0 against.

COMMUNITY ADVISORY BOARD  
MEETING MINUTES  
TUESDAY, APRIL 25, 2023, 5:30 PM  
CITY HALL, LAKELAND, TN.

VII. NEW BUSINESS:

- 1) *Discussion and Possible Action – City of Lakeland communications plan update.*  
Discussion only, no action taken.
- 2) *Discussion and Possible Action – City of Lakeland economic development activities update.*  
Discussion only, no action taken.

VIII. ANNOUNCEMENTS: None.

IX. ADJOURNMENT:

There being no other business to be considered Ms. Pope moved to adjourn the meeting, seconded by Mr. Ledsinger. *Motion passed unanimously, voice vote, all in favor (5-0).* The meeting was adjourned at 6:52 p.m. on Tuesday, April 25, 2023.

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Kimberly Rossie, *Acting Chairman*

ATTEST:

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Cheyenne Carter, *City Recorder*



*These minutes were approved Tuesday, October 24, 2023, and constitute an official public record of the City of Lakeland, duly recorded and filed in the Minute Book of the City of Lakeland.*

**COMMUNITY ADVISORY BOARD  
REGULAR MEETING MINUTES  
TUESDAY, OCTOBER 24, 2023, 5:30 PM  
CITY HALL, LAKELAND, TENNESSEE 38002**

**I. CALL TO ORDER BY CHAIR:**

The meeting was called to order by Vice Chair Kimberly Rossie at 5:38 p.m. on Tuesday, October 24, 2023.

**II. ROLL CALL BY RECORDER:**

Comm. Michele Dial	Absent
Kenneth Glatzer	Present
Michael Green	Absent
Benjamin Ledsinger	Absent
Sally Nickle	Present
Megan Pope	Present
Kimberly Rossie	Present
Jason Valentine	Absent
(C) Jonathan Spiceland	Absent

*For the record:* Quorum not met; meeting can be conducted but no official action may be taken.

Staff personnel in attendance were City Engineer Emily Harrell, Finance Director Andrea Perkins and City Recorder Cheyenne Carter.

**III. APPROVAL OF MINUTES OF PREVIOUS MEETING:**

**1. Regular meeting minutes – April 25, 2023**

Quorum not met; approval of minutes moved to next meeting.

**IV. PUBLIC DISCUSSION:**

None

**V. REPORTS OF OFFICERS AND COMMITTEES:**

None

**VI. OLD BUSINESS:**

- 1. Discussion and Possible Action** - Public Safety (to include discussion of Neighborhood Watch program function within the Community Advisory Board).

Discussion ensued

Board members in attendance agreed to add this to the next agenda for additional opportunity for discussion with more members in attendance including Commissioner Dial.

**COMMUNITY ADVISORY BOARD  
REGULAR MEETING MINUTES  
TUESDAY, OCTOBER 24, 2023, 5:30 PM  
CITY HALL, LAKE LAND, TENNESSEE 38002**

**VII. NEW BUSINESS:**

1. **Discussion and Possible Action** - street light assessment and LED street light conversion.

Presentation provided by William Franklin from Path Company.

Discussion ensued.

No action was taken.

2. **Discussion and Presentation** - TIF Districts.

Presentation provided by Finance Director Andrea Perkins.

Discussion ensued.

No action was taken.

**VIII. ANNOUNCEMENTS:**

None

**IX. ADJOURNMENT:**

There being no other business to be considered the meeting was adjourned at 6:34 p.m. on Tuesday, October 23, 2023.

These minutes were approved on February 13, 2024.

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Jonathan Spiceland  
*Chair*

ATTEST:

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Cheyenne Carter  
*City Recorder*

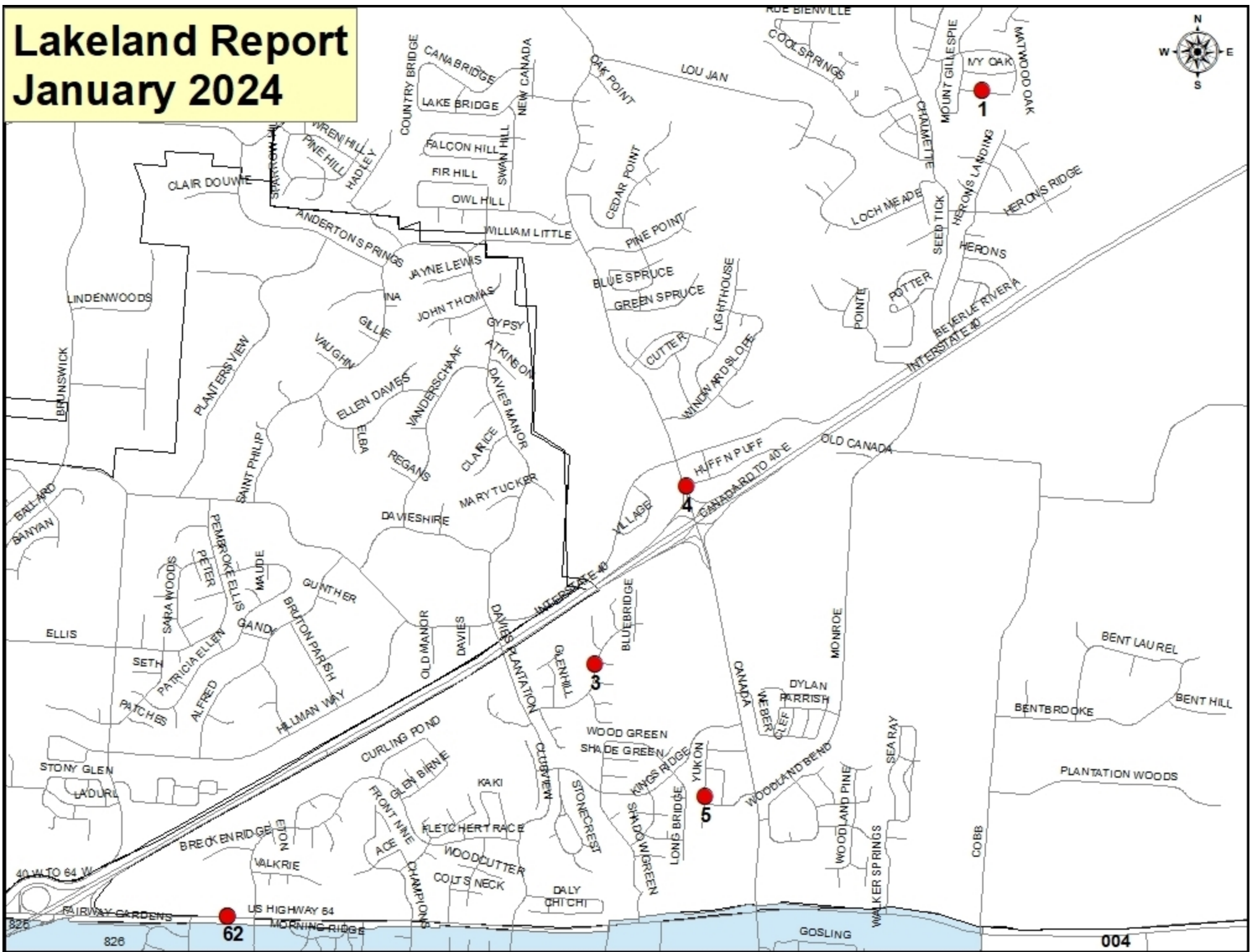
# Shelby County Sheriff's Office



## Crime Report

**Lakeland**  
**January 2024**

# Lakeland Report January 2024



# ***Incident Table***

<b>ID #</b>	<b>CASE_NUMBER</b>	<b>DEPT. CODE</b>	<b>METHOD OF ENTRY</b>	<b>DATE OF REPORT</b>
1	2401000233SH	Other Theft/Non-Specific		1/7/2024 1:11:00 PM
2	2401000014SH	Shoplifting/Misdemeanor	LAWFUL FRONT DOOR	1/1/2024 10:45:00 AM
3	2401000070SH	Vandalism/Misdemeanor		1/2/2024 8:20:00 PM
4	2401000500SH	Vandalism/Felony		1/14/2024 8:07:00 AM
5	2401000826SH	MVT/Passenger Vehicle		1/25/2024 6:52:00 AM
6	2401000740SH	Shoplifting/Misdemeanor	THROUGH UNLOCKED DOOR FRONT DOOR	1/23/2024 10:59:00 AM

# ***All Incident Count***

<b>Incident</b>	<b>Count</b>
Counterfeiting/Forgery	1
False Pretenses/Swindle/Confidence Game	1
Impersonation	1
MVT/Passenger Vehicle	1
Other Theft/Non-Specific	1
Shoplifting/Misdemeanor	2
Threatening Phone Call	1
Vandalism/Felony	1
Vandalism/Misdemeanor	1
<b>Grand Total</b>	<b>10</b>

# Tracked Count

Tracked Crimes	Jan-24	Dec-23	Jan-23
Agg Assault	0	1	0
Burg Bus	0	0	1
Burg Const	0	0	3
Burg Res	0	0	0
MVT	1	2	0
Other Lar	3	5	0
Robb Ind	0	0	1
Theft Fm Bldg	0	1	0
Theft fm Mot Veh	0	4	3
Vandalism	2	3	1
<b>Totals</b>	<b>6</b>	<b>16</b>	<b>9</b>

***END OF PRESENTATION***

# Shelby County Sheriff's Office



## Crime Report

**Lakeland**

**December 2023**



# Incident Table

ID #	CASE_NUMBER	DEPT. CODE	METHOD OF ENTRY	DATE OF REPORT
1	2312000073SH	Shoplifting/Misdemeanor	THROUGH UNLOCKED DOOR FRONT DOOR	12/2/2023 4:25:00 PM
2	2312000098SH	Theft from Motor Vehicle	THROUGH UNLOCKED DOOR FRONT DOOR	12/3/2023 2:13:00 PM
3	2312000162SH	Other Theft/Non-Specific	BROKE FRONT DOOR	12/4/2023 1:10:00 PM
4	2312000145SH	Theft from Motor Vehicle	BROKE FRONT DOOR	12/4/2023 10:27:00 AM
5	2312000437SH	Vandalism/Misdemeanor		12/10/2023 7:54:00 PM
6	2312000672SH	Aggravated Assault		12/15/2023 3:37:00 PM
7	2312000674SH	Other Theft/Non-Specific		12/15/2023 5:15:00 PM
8	2312000684SH	Shoplifting/Misdemeanor		12/15/2023 8:57:00 PM
9	2312000703SH	Theft from Building		12/16/2023 11:52:00 AM
10	2312000737SH	Theft from Motor Vehicle		12/17/2023 3:12:00 PM
12	2312000893SH	MVT/Other	THROUGH UNLOCKED DOOR	12/20/2023 5:17:00 PM
13	2312001015SH	Vandalism/Misdemeanor		12/24/2023 4:29:00 AM
14	2312001221SH	MVT/Passenger Vehicle	BROKE SIDE WINDOW	12/30/2023 8:44:00 PM
15	2312001207SH	Shoplifting/Misdemeanor	FRONT DOOR	12/30/2023 11:05:00 AM
16	2312001049SH	Theft from Motor Vehicle	THROUGH UNLOCKED DOOR FRONT DOOR	12/25/2023 12:10:00 PM
17	2312001108SH	Vandalism/Misdemeanor		12/27/2023 2:07:00 PM

# ***All Incident Count***

<b>Incident</b>	<b>Count</b>
<b>Aggravated Assault</b>	<b>1</b>
<b>Animal Cruelty</b>	<b>1</b>
<b>Burglary/Non-residential</b>	<b>1</b>
<b>MVT/Other</b>	<b>1</b>
<b>MVT/Passenger Vehicle</b>	<b>1</b>
<b>Other Theft/Non-Specific</b>	<b>2</b>
<b>Robbery/Business</b>	<b>1</b>
<b>Shoplifting/Misdemeanor</b>	<b>3</b>
<b>Simple Assault</b>	<b>1</b>
<b>Theft from Building</b>	<b>1</b>
<b>Theft from Motor Vehicle</b>	<b>4</b>
<b>Vandalism/Misdemeanor</b>	<b>3</b>
<b>Grand Total</b>	<b>20</b>

# Tracked Count

Tracked Crimes	Dec-23	Nov-23	Dec-22
Agg Assault	1	0	0
Burg Bus	0	0	1
Burg Const	0	0	2
Burg Res	0	1	3
MVT	2	0	0
Other Lar	5	2	0
Robb Ind	0	0	1
Theft Fm Bldg	1	0	0
Theft fm Mot Veh	4	5	3
Vandalism	3	3	1
<b>Totals</b>	<b>16</b>	<b>11</b>	<b>11</b>

***END OF PRESENTATION***

# Shelby County Sheriff's Office



## Crime Report

**Lakeland**

**November 2023**



# Incident Table

ID #	CASE_NUMBER	DEPT. CODE	METHOD OF ENTRY	DATE OF REPORT
1	2311000366SH	Vandalism/Felony		11/7/2023 11:18:00 AM
2	2311000836SH	Burglary/Residential	BROKE SIDE DOOR	11/16/2023 4:49:00 PM
3	2311001152SH	Other Theft/Non-Specific		11/24/2023 3:27:00 PM
4	2311001046SH	Theft from Motor Vehicle		11/21/2023 12:22:00 PM
5	2311001013SH	Theft from Motor Vehicle		11/21/2023 2:29:00 AM
6	2311001020SH	Vandalism/Misdemeanor		11/21/2023 6:24:00 AM
7	2311001370SH	Other Theft/Non-Specific		11/29/2023 3:15:00 PM
8	2311001394SH	Theft from Motor Vehicle	THROUGH UNLOCKED DOOR FRONT DOOR	11/30/2023 6:42:00 AM
9	2311001414SH	Theft from Motor Vehicle	BROKE FRONT WINDOW	11/30/2023 9:54:00 AM
10	2311001392SH	Theft from Motor Vehicle	THROUGH UNLOCKED DOOR FRONT DOOR	11/30/2023 5:47:00 AM
11	2311001418SH	Vandalism/Misdemeanor		11/30/2023 10:18:00 AM

## ***All Incident Count***

<b>Incident</b>	<b>Count</b>
<b>Burglary/Residential</b>	<b>1</b>
<b>Drugs/Narcotics Violation/Felony</b>	<b>1</b>
<b>Impersonation</b>	<b>1</b>
<b>Other Theft/Non-Specific</b>	<b>2</b>
<b>Simple Assault</b>	<b>2</b>
<b>Theft from Motor Vehicle</b>	<b>5</b>
<b>Vandalism/Felony</b>	<b>1</b>
<b>Vandalism/Misdemeanor</b>	<b>2</b>
<b>Grand Total</b>	<b>15</b>

# Tracked Count

Tracked Crimes	Nov-23	Oct-23	Nov-22
Agg Assault	0	1	2
Burg Bus	0	0	2
Burg Const	0	0	0
Burg Res	1	0	0
MVT	0	1	6
Other Lar	2	2	4
Robb Ind	0	0	0
Theft Fm Bldg	0	0	0
Theft fm Mot Veh	5	6	12
Vandalism	3	0	4
<b>Totals</b>	<b>11</b>	<b>10</b>	<b>30</b>

***END OF PRESENTATION***

RESOLUTION R-3-2024

AMENDING THE BYLAWS OF THE COMMUNITY ADVISORY BOARD

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**WHEREAS,** the Lakeland Community Advisory Board (the "CAB") bylaws were adopted via Resolution R-73-2022 on July 7, 2022; and,

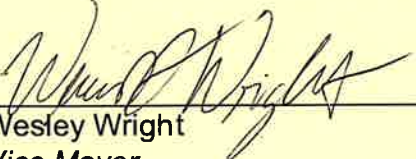
**WHEREAS,** the Board of Commissioners of the City of Lakeland, Tennessee, (the "Board") revised the frequency of the meeting dates of the CAB via Resolution R-149-2023, adopted on December 21, 2023; and,


**WHEREAS,** other changes to the CAB bylaws are necessary to better align them with other volunteer boards and commissions of the City of Lakeland:

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners of the City of Lakeland, Tennessee, that the attached amended bylaws of the Community Advisory Board of the City of Lakeland are hereby approved.

**APPROVED AND ADOPTED** by the Board of Commissioners of the City of Lakeland, Tennessee, this 1<sup>st</sup> day of February 2024, the public welfare requiring it.

ATTEST:

  
\_\_\_\_\_  
Wesley Wright  
Vice Mayor

  
\_\_\_\_\_  
Cheyenne Carter  
City Recorder

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# BYLAWS OF THE LAKELAND COMMUNITY ADVISORY BOARD

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## **ARTICLE 1. NAME.**

**Section 1.** The name of this Board is the Lakeland Community Advisory Board (CAB).

## **ARTICLE 2. OBJECT, PURPOSE AND SCOPE OF AUTHORITY.**

**Section 1.** This Board is organized to inform the Lakeland Board of Commissioners (BOC) on matters that affect the vitality of all Lakeland neighborhoods. The key objectives of the Lakeland Community Advisory Board include:

- Improve communication between Lakeland residents, City staff and Board of Commissioners
- Provide citizens the opportunity for early engagement on important community issues/concerns
- Create an opportunity for Lakeland residents to learn more about City government and departments
- Provide input directly from their respective neighborhood areas to inform staff and Board of Commissioners to effectively allocate resources

**Section 2.** This Board operates under the authority of the BOC.

## **ARTICLE 3. MEMBERSHIP.**

**Section 1.** Number and classes of members.

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

**Section 2.** Eligibility and appointment of members.

- a. Special Qualifications.
  1. There are no special qualifications beyond those set forth in these Bylaws for membership in this body.
- b. Application process.
  1. All persons interested in becoming members of this body shall submit a written application upon the application form provided by the City of Lakeland.
- c. All members shall be appointed by the BOC as prescribed by Lakeland Municipal Code. Any necessary replacements shall be appointed by the BOC as soon as possible after a vacancy is declared to serve the remaining term for the previous CAB member.
- d. All members of the CAB shall serve on a volunteer basis.

**Section 3.** The term of membership for all Citizen Members shall be two (2) years and the terms of the Citizen Members shall be staggered. The term of membership for the BOC Liaison shall be two (2) years. All members are eligible for multiple and/or consecutive terms of appointment.

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# BYLAWS OF THE LAKELAND COMMUNITY ADVISORY BOARD

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## **Section 4.** Removal from office

- a. Officers of this Board may be removed, with or without cause, upon the two-thirds (2/3) affirmative vote of the membership of this Board.

## **ARTICLE 5. MEETINGS.**

### **Section 1.** Meeting days.

- a. There will be regular meetings of this body at Lakeland City Hall on the second Tuesday of the month on a bi-monthly basis at 5:30pm, or as otherwise set by the BOC for each calendar year. At regular meetings, members meet to conduct the business of this body.
- b. There will be an annual meeting of this body at Lakeland City Hall. The annual meeting shall be the first regularly-scheduled meeting of each calendar year. At the annual meeting, members meet to conduct the business of this body and to elect officers.
- c. All CAB meetings are open to the public.
- d. Notice requirements.
  1. Prior written notice shall be provided of any meeting, and shall be satisfied by the publication of the meeting schedule on the City's website annually, as set by the BOC. In no cases shall a meeting occur without forty-eight (48) hours public notice in accordance with State of Tennessee requirements. Such notice shall also include a written agenda for said meeting. Said notice shall be published on the City of Lakeland's website and provided to the membership of this Board by electronic or other means as necessary.

### **Section 2.** Order of business at regular meetings.

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

### **Section 3.** Order of business at annual meetings.

- a. The order of business at annual meetings of this body shall be:
  1. Call to order,
  2. Roll call,
  3. Election of Officers,
  4. Consent Agenda (including approval of minutes of previous meeting(s),

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## BYLAWS OF THE LAKELAND COMMUNITY ADVISORY BOARD

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### ARTICLE 8. AMENDMENTS AND/OR REPEAL.

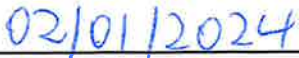
**Section 1.** These rules may be amended by BOC resolution.

Lakeland Community Advisory Board By-Laws

Amended: *February 1, 2024*

ATTEST:

  
\_\_\_\_\_  
Cheyenne Carter, City Recorder

  
\_\_\_\_\_  
Date