CITY OF
LAKELAND
TENNESSEE

Board of Commissioners
Regular Meeting Minutes
Thursday, January 16, 2025, 5:30 PM
City Hall, Lakeland, Tennessee 38002

I. CALL TO ORDER BY MAYOR:
The meeting was called to order by Mayor Josh Roman 5:30 p.m. on Thursday, January 16, 2025.

II. INVOCATION:
The invocation was offered by Mayor Roman.

III. PLEDGE:
The Pledge to the Flag was led by Mayor Roman.

IV. ROLL CALL BY RECORDER:

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

Staff personnel in attendance were City Manager Michael Walker, City Attorney Chris Patterson, City Engineer Emily Harrell, Planning Director Paul Luker, Parks and Recreation Director Andrew Fisher, Staff Engineer Luis Camarillo Hernandez, Staff Engineer Paul Posey, and City Recorder Cheyenne Carter.

V. PUBLIC HEARING:

1. **Ordinance - Second and Final Reading** - approving the application to rename the Lakeland Athletic Complex to the Brody Townsend Athletic Complex.

   None.

VI. TREASURER'S REPORT:

1. December 2024 Treasurer's Report
   This report was offered by Finance Director Sue Matthews.

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

1. Sheriff's Report

a. December Lakeland Crime Report
This report was offered by City Manager Michael Walker at the end of the regular agenda due to the absence of presence of a Shelby County Sheriff's Office representative.

2. City Manager's Report

a. January 2025 City Manager's Report
This report was offered by City Manager Michael Walker.

3. Commissioners' Reports

a. Community Advisory Board - *Vice Mayor Dial*
This report was offered by Vice Mayor Dial.

b. Parks and Recreation/Natural Resources Board - *Vice Mayor Dial*
This report was offered by Vice Mayor Dial.

c. Municipal Planning/Design Review Commission - *Commissioner Atkinson*
This report was offered by Commissioner Atkinson.

d. Industrial Development Board - *Commissioner Johnston*
This report was offered by Commissioner Johnston.

VIII. PUBLIC COMMENTS:
None.

IX. SEWERAGE COMMISSION BUSINESS:
None.

X. CONSENT AGENDA:
None.

XI. REGULAR AGENDA:
Mayor Roman motioned to bring regular item number 20 to the agenda.

When the question was called the motion to add regular agenda item number 20 to the agenda passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).

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

Nay: None

Abstain: None

1. **Approval of previous meeting minutes** - December 5, 2024

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

   Discussion ensued.

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

2. **Ordinance - Second and Final Reading** - approving the application to rename the Lakeland Athletic Complex to the Brody Townsend Athletic Complex. *Sponsored by Mayor Roman, Vice Mayor Dial, Commissioner Atkinson, Commissioner Johnston and Commissioner McCarter*

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

   Parks and Recreation Director Andrew Fisher presented this item.

   Discussion ensued.

   When the question was called the second and final reading of the ordinance passed as presented, voice vote, 5 in favor 0 against 0 abstain (5-0-0).

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

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

   Planning Director Paul Luker presented this item.

   Discussion ensued.

   When the question was called the first reading of the ordinance passed as presented, roll call vote, 5 in favor 0 against 0 abstain (5-0-0).

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

   Nay: None

   Abstain: None

Mayor Roman motioned to have a 5 minute recess. No objections were heard. The meeting resumed at 6:02pm.

4. **Resolution** - amending the calendar year 2025 meeting calendar.

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

City Recorder Cheyenne Carter presented this item.

Discussion ensued.

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

Mayor Roman motioned to move regular agenda items 10, 15 and 19 to this portion of the agenda. No objections were heard. Please note reordering below.

10. **Resolution** - approving Amendment #2 to the master services agreement with Allen & Hoshall, Inc. for the design of the Oliver Creek Sewer Interceptor Project.

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

City Engineer Emily Harrell presented this item.

Discussion ensued.

Harry Pratt from Allen & Hoshall Inc presented information to the board at the board's request.

Discussion ensued.

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

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

Nay: None

Abstain: None

15. **Resolution** - authorizing the submission of an application for the Local Parks and Recreation Fund 2025 grant cycle from the Tennessee Department of Environment and Conservation.

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

Parks and Recreation Director Andrew Fisher presented this item.

Discussion ensued.

Michael Shelton from Kimley Horn presented additional information to the board at the board's request.

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

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

Nay: None

Abstain: None

19. **Discussion and Possible Action** - regarding The Shelby County Division of Community Services District Connectors Lunch N Learn Series with Mr. Glen Mullins, District Connector Program Coordinator for District 3 which includes Lakeland and Bartlett to explain what the District Connector Program is and how Lakeland can be involved. *Sponsored by Commissioner McCarter*

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

    Commissioner McCarter presented this item.

    Division Director Sandy Bromley presented a presentation to the board members.

    District Connector Manager Arriell Gipson Martin continued the presentation to the board members.

    District Connector Program Coordinator Glen Mullin continued the presentation to the board members.

    Discussion ensued.

    No action was taken at this time.

5. **Resolution** - adopting the fiscal year 2026 annual budget preparation calendar.

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

    Finance Director Sue Matthews presented this item.

    Discussion ensued.

Mayor Roman motioned to amend the February 4 date to February 6. No objections were heard.

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

Discussion ensued.

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

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

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

   Mayor Roman motioned to table this item to the next regular meeting on February 6, 2025. No objections were heard.

   When the question was called the motion to table this item passed, voice vote, 5 in favor 0 against 0 abstain (5-0-0).

7. **Resolution** - approving Change Order #3 to the Chambers Chapel Drainage Improvements Project.

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

   Staff Engineer Paul Posey presented this item.

   Discussion ensued.

   Commissioner McCarter motioned to table this item, no second was presented. The motion to table failed.

   Discussion ensued.

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

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

   Nay: Commissioner McCarter

   Abstain: None

8. **Resolution** - approving an agreement with ABES Contracting, LLC for the Fiscal Year 2025 Concrete Project.

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

Staff Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

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

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

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

Staff Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

Mayor Roman motioned to table this to the next regular meeting on February 6, 2025. No objections were heard.

Without objections

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

11. **Resolution** - approving a professional services agreement with 4FDesign, P.C. for the design of the Lakeland Community Center Aquatics Center.

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

City Engineer Emily Harrell presented this item.

Discussion ensued.

Mayor Roman motioned to bring this item to the Parks and Recreation board at their next regular meeting on March 11, 2025. No objections were heard.

12. **Resolution** - approving a professional services agreement with Buchart Horn, Inc. for Construction Engineering and Inspection services related to the Oliver Creek Interceptor project rescinding Resolution R-184-2024.

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

City Engineer Emily Harrell presented this item.

Discussion ensued.

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

13. **Resolution** - supporting the application for Fiscal Year 2025 National Infrastructure Investments (DTOS59-25-RA-RAISE) Rebuilding American Infrastructure with Sustainability and Equity grant program through United States Department of Transportation Federal Highway Administration for New Canada Road.

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

    City Engineer Emily Harrell presented this item.

    Discussion ensued.

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

14. **Resolution** - authorizing the submission of an application for a Five Star Wetlands and Urban Water Restoration Grant administered by the National Fish and Wildlife Foundation and funded by the Environmental Protection Agency.

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

    Staff Engineer Paul Posey presented this item.

    Discussion ensued.

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

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

    Nay: None

    Abstain: None

16. **Resolution** - authorizing the City Attorney to file and pursue condemnation proceedings concerning parcel nos. L0159 00143 and L0159 00493. *Sponsored by Mayor Roman*

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

City Manager Michael Walker presented this item.

Discussion ensued.

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

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

Nay: Commissioner McCarter

Abstain: None

17. **Resolution** - authorizing the City Manager and City Attorney to execute a Memorandum of Understanding (MOU) between the City of Lakeland and the Shelby County Sheriff's Office.

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

    City Manager Michael Walker presented this item.

    Discussion ensued.

    Mayor Roman motioned to amend the resolution title to change the execution names from "City Manager and City Attorney" to state "the Mayor". The amendment also includes changing the execution names in the Now Therefore Be It Resolved from "City Manager and City Attorney" to state "the Mayor" seconded by Commissioner Atkinson. No objections were heard.

    Discussion ensued.

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

    Discussion ensued.

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

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

    Nay: None

    Abstain: None

18. **Discussion and Possible Action** - regarding detailed budget transfer

entries. *Sponsored by Commissioner McCarter*

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

Commissioner McCarter presented this item.

Discussion ensued.

Commissioner McCarter motioned to have a detailed report of budget transfers. No second was provided. Motion failed.

No action was taken at this time.

20. **Resolution** - authorizing the City Manager to approve additional funding to Lakeland School System for sound system upgrades to the football field at Lakeland Preparatory School and authorizing the City Attorney to prepare a Memorandum of Understanding Addendum to be executed by the City Manager. *(added from the floor)*

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

    Mayor Roman presented this item.

    Discussion ensued.

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

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

    Nay: Commissioner McCarter

    Abstain: None

XII. ANNOUNCEMENTS:

1. Vice Mayor Dial announced the service details for Volunteer Steve Snow.

XIII. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 7:30pm on Thursday, January 16, 2025.

These minutes were approved on February 6, 2025.

Josh Roman
Mayor

ATTEST:

Cheyenne Carter

Cheyenne Carter
City Recorder