CITY OF
LAKELAND
TENNESSEE

Board of Commissioners
Regular Meeting Minutes
Thursday, April 17, 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, April 17, 2025.

II. INVOCATION:

The invocation was offered by Mayor Josh Roman at the previous Beer Board meeting held at 5:00pm. A moment of silence was provided.

III. PLEDGE:

The invocation was offered by Mayor Roman at the previous Beer Board meeting held at 5:00pm.

IV. ROLL CALL BY RECORDER:

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

Staff personnel in attendance were City Manager Michael Walker, City Attorney Will Patterson, City Engineer Emily Harrell, Staff Engineer Luis Camarillo Hernandez, Parks and Recreation Director Andrew Fisher, Recreation Manager John Proctor, Public Works Director Matt Brown, Planning Director Paul Luker, Finance Director Sue Matthews, and City Recorder Cheyenne Carter.

V. PUBLIC HEARING:

None.

VI. TREASURER'S REPORT:

1. March 31, 2025
   Finance Director Sue Matthews offered this report.

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

1. Robert's Rules presentation - *Jonathan Hancock*
   Jonathan Hancock of Baker Donelson offered this presentation.

2. Mayor's Report
   Mayor Josh Roman offered the below-listed proclamations and report.

   a. Proclamation establishing National Day of Prayer 2025

   b. Proclamation establishing Nurses Day and Nurses Week 2025

   c. Proclamation establishing Teacher Appreciation Week 2025

   d. Proclamation establishing Firefighter Appreciation Day 2025

   e. Lakeland Chamber of Commerce - *Liaison Report*
      Mayor Roman offered this report.

3. City Manager's Report - April 2025
   City Manager Michael Walker offered this report.

4. Commissioners Reports

   a. Industrial Development Board - *Commissioner Johnston*
      Commissioner Johnston offered this report.

   b. Community Advisory Board - *Vice Mayor Dial*
      Vice Mayor Dial offered this report.

   c. Municipal Planning/Design Review Commission - *Commissioner Atkinson*
      Commissioner Atkinson offered this report.

VIII. PUBLIC COMMENTS:

1. Lieutenant Williams offered a Sheriff's report (this was presented before the Robert's Rules presentation section on the agenda).

2. Lieutenant Brad Less offered information regarding his campaign for Shelby County Sheriff (this was presented before the Robert's Rules presentation section on the agenda).

3. Stan Hopper of the 10000 block of Twisting Pine Lane.
   For the record: At this time, the Board of Commissioners breaked for an executive session.

IX. SEWERAGE COMMISSION BUSINESS:

1. **Resolution** - recommending the Board of Commissioners approve the sewer concept plan for Canada Road Subdivision.

Commissioner Atkinson 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, 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

X. CONSENT AGENDA:
None.

XI. REGULAR AGENDA:

1. **Approval of previous meeting minutes** - March 20, 2025

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

   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 - First Reading** - amending the official zoning map of the City of Lakeland, Tennessee, by rezoning the property located at 0 Blue Bird Cove, parcel NO L0159 00126 from C-2: Regional Commercial to R2: Suburban Manor, *Recommended by the Municipal Planning/Design Review Commission*

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

   Planning Director Paul Luker presented this item.

   Discussion ensued.

   For the record: A friendly amendment was recommended by staff to change "Blue Bird Cove" to "Blue Bridge Lane". No objections were heard.

Discussion ensued.

When the question was called the first reading of the ordinance 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

3. **<u>Resolution</u>** - approving Change Order #4 for the Fiscal Year 2025 (FY25) Street Patching project.

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

   Public Works Director Matt Brown 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

4. **<u>Resolution</u>** - approving a professional service agreement with Bouldin and Associates for appraisal services related to the Highway 70 and Seed Tick Road Traffic Signal 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.

   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

5. **<u>Resolution</u>** - approving a professional service agreement with Douglas B. Hall and Associates, Inc. for review appraisal services related to the Highway 70 and Seed Tick Road Traffic Signal project.

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

   Staff Engineer Luis Camarillo Hernandez 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

6. **<u>Resolution</u>** - approving the installation of pavement markings by Traff-Mark Industries, L.L.C.

   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, 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

7. **<u>Resolution</u>** - approving Amendment #1 to the agreement between the State of Tennessee Department of Transportation and the City of Lakeland for the Davies Plantation Road from SR-15 (US-64) to I-40 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, 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

8. **Resolution** - authorizing the City Manager and/or City Attorney to obtain the necessary easements for the construction of the Oliver Creek Interceptor Project by negotiation and authorizing City Attorney to file and pursue condemnation proceedings concerning the necessary easements on Tract 19 of the Engineering Plan for the Oliver Creek Interceptor Project.

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

City Attorney Will Patterson 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

9. **Resolution** - authorizing the Mayor to execute the Inter-jurisdictional Agreement between The City Of Lakeland, Tennessee and The City Of Bartlett, Tennessee for sewer related services.

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

City Engineer Emily Harrell and City Attorney Will Patterson presented this item.

Discussion ensued.

For the record: City Attorney Will Patterson offered the following corrections as an amendment:

1. Section 2.02: remove the underline.
2. Section 6.03 (5): remove extra space after the words "temporarily stop".
3. Section 8.11 (d): remove extra (.)

No objections were heard.

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

10. **Resolution** - approving a master services agreement with Ritter Communications for high-speed internet service to the Scotts Creek Wastewater Treatment Plant.

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

City Engineer Emily Harrell 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

11. **Resolution** - approving the sewer concept plan for Canada Road Subdivision.

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

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).

12. **Resolution** - authorizing the City Manager to execute a professional services engagement letter with Bass, Berry & Sims PLC for the issuance of capital outlay note to provide interim financing for the New Canada Road Project.

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

    City Attorney Will Patterson 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

13. **Resolution** - revoking Resolution R-11-2025 and authorizing the City Attorney to nonsuit the condemnation proceedings concerning parcel nos. L0159 00143 and L0159 00493 as authorized in Resolution R-11-2025.

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

    City Attorney Will Patterson 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** - approving an agreement with Bluff City Construction Company, LLC. for the City Hall Park T-Ball Project.

    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 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** - 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.

    Parks and Recreation Director Andrew Fisher 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

16. **Resolution** - adopting the 2025 City of Lakeland Parks Master Plan update. *Recommended by the Parks and Recreation Board*

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

    Parks and Recreation Director Andrews Fisher 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

17. **Resolution** - amending the Community Advisory Board bylaws to include subcommittees. *Recommended by the Community Advisory Board*

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

    City Manager Michael Walker 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

18. **Discussion and Possible Action** - fiscal year 2026 annual budget workshop.

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

    City Manager Michael Walker presented this item.

    Discussion ensued.

19. **Discussion and Possible Action** - regarding the Board of Commissioners regular meeting minutes for the meeting held February 15, 2024. *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.

    For the record: Commissioner McCarter motioned to amend the February 15, 2024 minutes, item number 13, to change Commissioner McCarter vote from "yea" to "abstain" and change Vice Mayor Wright vote from "abstain" to "yea". Seconded by Mayor Roman. No objections were heard. Voice vote, 5 in favor 0 against.

XII. ANNOUNCEMENTS:

1. Commissioner McCarter wished all a Happy Easter Holiday.
2. Commissioner McCarter invited all to the National Day of Prayer event on May 1st at 10am at IH Clubhouse 4523 Canada Road.

XIII. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 7:49pm on Thursday, April 17, 2025.

These minutes were approved on May 15, 2025.

Josh Roman
Mayor

ATTEST:

Cheyenne Carter

Cheyenne Carter
City Recorder