CITY OF
LAKELAND
TENNESSEE

Board of Commissioners
Regular Meeting Minutes
Thursday, October 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 5:33 p.m. on Thursday, October 16, 2025.

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

III. PLEDGE:
The Pledge to the Flag was led by Commissioner Atkinson.

IV. ROLL CALL BY RECORDER:

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

Staff personnel in attendance were City Attorney Will Patterson, Chief Utilities and Infrastructure Officer Emily Harrell, Chief Finance Officer Sue Matthews, Chief Parks and Recreation Officer Andrew Fisher, Senior Engineer Luis Camarillo Hernandez, Special Events Coordinator Alex Harris and City Recorder Cheyenne Carter.

V. PUBLIC HEARING:
None

VI. TREASURER'S REPORT:

1. Fiscal year to date through September 30, 2025
This report was offered by Chief Finance Officer Sue Matthews.

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

1. **Sheriff's Report** - September 2025
This report was offered by Lieutenant Wiggins.

2. City Manager's Report
   This report was deferred to the next regular meeting.

3. Commissioners' Reports

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

   b. **Community Advisory Board** - *Vice Mayor Dial*
   This report was deferred to the next regular meeting.

4. Mayors Report

   a. Proclamation establishing October 28, 2025 as National First Responders Day.
   Mayor Roman presented this proclamation.

VIII. PUBLIC COMMENTS:
None.

IX. SEWERAGE COMMISSION BUSINESS:
None.

X. CONSENT AGENDA:
None.

XI. REGULAR AGENDA:

1. **Approval of previous meeting minutes** - October 2, 2025 (Beer Board)Mayor Roman motioned to discuss and vote on regular agenda items one and two together. No objections were heard. The voting results for both items are listed below.

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

   Discussion ensued.

   When the question was called the meeting minutes passed as presented, roll call vote, 3 in favor 0 against 1 abstain (3-0-1).

   Yea: Commissioner Atkinson, Commissioner McCarter, Commissioner Johnston

   Nay: None

   Abstain: Mayor Josh Roman

2. **Approval of previous meeting minutes** - October 2, 2025 (Board of Commissioners)
See previous item for voting results.

3. **Resolution** — authorizing the submittal of an application to the Tennessee Department of Transportation for the State Infrastructure Fund.Commissioner Atkinson moved to bring this item to the floor, seconded by Commissioner McCarter.

Senior Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

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

Yea: Commissioner Atkinson, Commissioner McCarter, Mayor Roman, Commissioner Johnston

Nay: None

Abstain: None

9. **Resolution** - authorizing appointments to the Community Advisory Board. *Sponsored by Vice Mayor Dial*
Mayor Roman motioned to reorder this item for business after regular agenda item number three. No objections were heard. Please note reordering below.

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

Applicant David Dodge presented information and answered questions at the request of the board members.

Discussion ensued.

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

4. **Resolution** — approving an agreement with Wagner General Contractors, Inc. for the Windward Slopes Park Retention Pond project.Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

Senior Engineer Luis Camarillo Hernandez presented this item.

Discussion ensued.

When the question was called the resolution passed as presented, roll call vote, 3 in favor 0 against 1 abstain (3-0-1).

Yea: Commissioner Atkinson, Mayor Roman, Commissioner Johnston

Nay: None

Abstain: Commissioner Connie McCarter

5. **Resolution** - accepting public improvements for Kensington Manor Phase 1 and authorizing the reduction of Security for Public and Common Improvements for Kensington Manor Phases 1 and 2.Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

   Chief Utilities and Infrastructure Officer Emily Harrell presented this item.

   Discussion ensued.

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

   Yea: Commissioner Atkinson, Commissioner McCarter, Mayor Roman, Commissioner Johnston

   Nay: None

   Abstain: None

6. **Resolution** — approving a residential subdivision development contract with Arborview Developments, LLC for Heathfield at Scott's Creek Planned Development Phase 2.Commissioner Atkinson moved to bring this item to the floor, seconded by Commissioner McCarter.

   Chief Utilities and Infrastructure Officer Emily Harrell presented this item.

   Discussion ensued.

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

   Yea: Commissioner Atkinson, Commissioner McCarter, Mayor Roman, Commissioner Johnston

   Nay: None

   Abstain: None

7. **Resolution** - approving the purchase of a CAT 304 mini excavator from Thompson Machinery through State of Tennessee Statewide Contract #73124.Commissioner Atkinson moved to bring this item to the floor, seconded by Commissioner McCarter.

Chief Utilities and Infrastructure Officer Emily Harrell presented this item.

Discussion ensued.

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

Yea: Commissioner Atkinson, Commissioner McCarter, Mayor Roman, Commissioner Johnston

Nay: None

Abstain: None

8. **Resolution** - approving an agreement with Pyro Shows Inc. to provide a fireworks display for the City of Lakeland 2026 Freedom Festival.Commissioner Atkinson moved to bring this item to the floor, seconded by Mayor Roman.

Special Events Coordinator Alex Harris presented this item.

Discussion ensued.

When the question was called the resolution passed as presented, roll call vote, 3 in favor 1 against 0 abstain (3-1-0).

Yea: Commissioner Atkinson, Mayor Roman, Commissioner Johnston

Nay: Commissioner McCarter

Abstain: None

10. **Discussion and Possible Action** - regarding the technology needs of the Municipal Planning/Design Review Commission. - *Sponsored by Commissioner Atkinson*
Mayor Roman moved to bring this item to the floor, seconded by Commissioner Atkinson.

Commissioner Atkinson presented this item.

Discussion ensued.

XII. ANNOUNCEMENTS:

XIII. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 6:23pm on Thursday, October 16, 2025.

These minutes were approved on November 6, 2025.

Josh Roman
Mayor

ATTEST:

~~Cheyenne Carter~~
City Recorder - Pro Tempore
Sue Lipscomb