

CITY OF  
**LAKE LAND**  
TENNESSEE

Board of Commissioners  
Regular Meeting Minutes  
Thursday, December 4, 2025, 5:30 PM  
City Hall, Lakeland, Tennessee 38002

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I. CALL TO ORDER BY MAYOR:

The meeting was called to order by Mayor Josh Roman 5:30 p.m. on Thursday, December 4, 2025.

II. INVOCATION:

The invocation was offered by Mayor Josh Roman.

III. PLEDGE:

The Pledge to the Flag was led by Mayor Josh Roman.

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 Interim City Manager/City Engineer Emily Harrell, City Attorney Will Patterson, Finance Director Sue Matthews, Planning Director Paul Luker, Public Works Director Nick Pulido, Parks and Recreation Director Andrew Fisher, Special Events Coordinator Alex Harris, Administrative Assistant Olivia Wing, and City Recorder pro tempore Sue Lipscomb.

V. PUBLIC HEARING:

None

VI. TREASURER'S REPORT:

1. Report on Sewer Fund BAN

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 - November 2025

The Sheriff's report for November 2025 was presented by Lieutenant Wiggins.

2. City Manager's Report

The report was offered by Interim City Manager Emily Harrell.

3. Commissioners' Reports

a. Industrial Development Board - *Commissioner Johnston*

This report was offered by Commissioner Derek Johnston.

b. Parks and Recreation Board - *Vice-Mayor Dial*

This report was offered by Vice-Mayor Michele Dial.

VIII. PUBLIC COMMENTS:

None.

IX. SEWERAGE COMMISSION BUSINESS:

None.

X. CONSENT AGENDA:

None.

XI. REGULAR AGENDA:

1. **Approval of previous meeting minutes** - October 16, 2025 (deferred from last meeting)

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

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. **Approval of previous meeting minutes** - November 6, 2025

Mayor Josh Roman moved to bring this item to the floor, seconded by Commissioner Jim 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).***

3. **Resolution**- approving a residential development contract with Valleybrook Development, LLC for Lakeland Meadows Planned Development Phase IX-A & X-A.

Commissioner Jim Atkinson moved to bring this item to the floor, seconded by Vice Mayor Michele 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 McCarter, Mayor Roman, Commissioner Johnston, Commissioner Atkinson, Vice-Mayor Dial

**Nay:** None

**Abstain:** None

4. **Resolution** - authorizing the release of the security for public and common improvements in Lakeland Meadows Planned Development Phase 1.

Commissioner Jim Atkinson moved to bring this item to the floor, seconded by Vice Mayor Michele 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 McCarter, Mayor Roman, Commissioner Johnston, Commissioner Atkinson, Vice-Mayor Dial

**Nay:** None

**Abstain:** None

5. **Resolution** - amending the residential subdivision development contract for Heathfield at Scott's Creek Planned Development Phase 2.

Commissioner Jim 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 McCarter, Mayor Roman, Commissioner Johnston, Commissioner Atkinson, Vice-Mayor Dial

**Nay:** None

**Abstain:** None

6. **Resolution** - appointing the Public Works Director to represent the City of Lakeland on the Shelby County Municipal Solid Waste Regional Board.

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

Public Works Director Nick Pulido 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).***

7. **Resolution** - authorizing the Mayor to execute a contract with the State of Tennessee Department of Environment and Conservation for the Local Parks and Recreation Fund Grant to install a pickleball facility in the City of Lakeland.

Vice Mayor Michele Dial moved to bring this item to the floor, seconded by Commissioner Jim 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 McCarter, Mayor Roman, Commissioner Johnston, Commissioner Atkinson, Vice-Mayor Dial

**Nay:** None

**Abstain:** None

8. **Resolution** - authorizing reappointments to the Municipal Parks and Recreation/Natural Resources Advisory Board of the City of Lakeland, Tennessee. *Sponsored by Vice-Mayor Dial*

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

Parks and Recreation Director Andrew Fisher 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** - appointing Paul Luker to serve as President of the Industrial Development Board of the City of Lakeland, Tennessee.

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

Interim City Manager 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).***

10. **Resolution** - electing a Vice Mayor and appointing Board of Commissioner liaisons to the City of Lakeland's boards, commissions, and committees.

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

Discussion ensued.

Mayor Roman nominated Derek Johnston to Industrial Development Board. Commissioner Johnston appointed liaison by acclamation.

Mayor Roman nominated Michele Dial to Community Advisory Board. Commissioner Dial appointed liaison by acclamation.

Mayor Roman nominated Michele Dial to Parks and Recreation Board. Commissioner Dial appointed liaison by acclamation.

Mayor Roman nominated Jim Atkinson to Municipal Planning Design Review Commission. Commissioner Atkinson appointed liaison by acclamation.

Mayor Roman nominated Connie McCarter to Board of Appeals. Commissioner McCarter appointed liaison through acclamation.

Mayor Roman nominated Connie McCarter to Lakeland School System Board of Education. Commissioner McCarter appointed liaison through acclamation.

Mayor Roman reopened nominations for Board of Appeals and nominated himself. Mayor Roman appointed liaison through acclamation.

Liaison to the Lakeland Chamber of Commerce appointment is being deferred to the next regular scheduled meeting.

Mayor Roman opened the floor for nominations for Vice Mayor. Commissioner Atkinson nominated Michele Dial. Commissioner Dial is appointed Vice Mayor through acclamation.

Mayor Roman moved to amend the resolution as stated.

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

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

**Nay:** None

**Abstain:** None

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

**Yea:** None

**Nay:** None

**Abstain:** None

11. **Resolution** - approving the calendar year 2026 City of Lakeland meeting calendar.

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

Interim City Manager 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. **Discussion and possible action** - regarding land uses along the Highway 70 corridor. *Sponsored by Mayor Roman*

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

Discussion ensued.

No action was taken by the Board of Commissioners. The Municipal Planning Commission will discuss at their next regular meeting.

XII. ANNOUNCEMENTS:

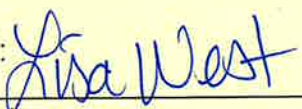
Mayor Josh Roman made announcements.  
Commissioner McCarter made announcements.

XIII. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 6:24pm on Thursday, December 4, 2025.

These minutes were approved on January 15, 2026.

  
\_\_\_\_\_  
Josh Roman  
Mayor

ATTEST:   
\_\_\_\_\_  
Lisa West  
City Recorder pro tempore