



Community Advisory Board
Regular Meeting Agenda
Tuesday, April 14, 2026, 5:30 PM
City Hall, Lakeland, Tennessee 38002

- I. CALL TO ORDER:
- II. ROLL CALL:
- III. CONSENT AGENDA:
 1. **Approval of Meeting Minutes from Previous Meetings:** February 10, 2026
- IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THIS CONSENT AGENDA
- V. PUBLIC DISCUSSION:
- VI. REPORTS OF OFFICERS AND COMMITTEES:
- VII. UNFINISHED BUSINESS
 1. **Discussion and Possible Action** - regarding the implementation of a neighborhood beautification program and related policies, including the grant application process
- VIII. NEW BUSINESS:
 1. **Discussion and Possible Action** - regarding the renewal of the Neighborhood Watch program and its associated policies
 2. **Discussion and Possible Action** - regarding recommendations on Mayoral, Board of Commissioners, and Lakeland School System Board member salary
- IX. ANNOUNCEMENTS:
- X. ADJOURNMENT:

CITY OF
LAKE LAND
TENNESSEE

Community Advisory Board
Regular Meeting Agenda Minutes
Tuesday, February 10, 2026, 5:30 PM
City Hall, Lakeland, Tennessee 38002

I. CALL TO ORDER:

The meeting was called to order by Kimberly Rossie 5:31 p.m. on Tuesday, February 10, 2026.

Kimberly Rossie made a motion to relax Robert's Rule. No objections were heard.

II. ROLL CALL:

Kimberly Rossie	Present
Jason Valentine	Present
JP Castorena	Present
Amy Ethridge	Present
Lindsey Reap	Present
Hillary Richards	Present
David Dodge	Present
Scott Paul	Present
Vice-Mayor Michele Dial	Present
Ben Ledsinger	Absent
Daniel McGarry	Absent
Adam Bryant	Absent
Amber Nichols	Absent

Staff personnel in attendance were Interim City Manager Emily Harrell, Public Works Director Nick Pulido, Staff Engineer Paul Posey, Special Events Coordinator Alex Harris, and Executive Assistant Jasmine Barbee.

III. CONSENT AGENDA:

1. Approval of Meeting Minutes from Previous Meetings:

a. **Regular Meeting Minutes** - April 8, 2025

JP Castorena moved to bring this item to the floor, seconded by Vice Mayor Dial.

Discussion ensued.

When the question was called the meeting minutes passed as presented, voice vote, 6 in favor 0 against 0 abstain (6-0-0).

IV. CONSIDERATION AND POSSIBLE ACTION ON ITEMS REMOVED FROM THIS CONSENT AGENDA

None.

V. PUBLIC DISCUSSION:

None.

VI. REPORTS OF OFFICERS AND COMMITTEES:

1. **Public Works Update** - *Nick Pulido, Public Works Director*

Public Works Director Nick Pulido presented this report.

2. **Adopt-a-Street Presentation** - *Paul Posey, Staff Engineer*

Staff Engineer Paul Posey presented this report.

Discussion ensued about creating a grant style program for neighborhoods to apply for money in the City budget for beautification projects. Scott Paul volunteered to work with Paul Posey on structuring the proposed program and report back in April.

3. **Communications Update** - *Emily Harrell, Interim City Manager*

Interim City Manager Emily Harrell presented this report.

4. **Highway 70 Corridor Study Update** - *Emily Harrell, Interim City Manager*

Interim City Manager Emily Harrell presented this report.

5. **Lakeland Community Center YMCA Update** - *Michele Dial, Vice-Mayor & CAB Liaison*

Vice Mayor Dial presented this report.

6. **Community Events Presentation** - *Alex Harris, Parks and Rec Special Events Coordinator*

Special Events Coordinator Alex Harris presented this report.

VII. UNFINISHED BUSINESS

None.

VIII. NEW BUSINESS:

None.

IX. ANNOUNCEMENTS:

None.

X. ADJOURNMENT:

There being no other business on which to act, the meeting was adjourned without objection at 6:48pm on Tuesday, February 10, 2026.

These minutes were approved on April 14, 2026.

Amy Etheridge
Secretary

ATTEST:

Rebecca Hume
City Recorder

DRAFT

CITY OF LAKELAND NEIGHBORHOOD BEAUTIFICATION GRANT PROGRAM POLICY

1. ELIGIBILITY

- Applicant must be a **resident, neighborhood group, or HOA** within city limits
- Projects must be **visible to the public** (common areas, entryways, medians, etc.)
- HOA-sponsored projects are encouraged but not required

2. FUNDING STRUCTURE

- Grant awards range from **\$500 to \$1,000 per project**
- **HOA match requirement:**
 - If an HOA exists → **100% matching contribution required** (not in-kind)
 - If no HOA → match is **encouraged but not required**
- Matching funds can include:
 - Materials or donated services (with receipts)
 - Direct financial contribution

3. ELIGIBLE PROJECT TYPES

Projects should enhance curb appeal, community pride, and neighborhood aesthetics, such as:

- Landscaping (plants, trees, mulch, flowers)
- Permanent Neighborhood signage or entry features
- Community gardens
- Park or common area improvements
- Minor façade improvements (paint, planters, etc.)

4. INELIGIBLE EXPENSES

- Routine maintenance (mowing, regular upkeep)
- Private backyard improvements not visible to the public
- Personal property enhancements (unless broadly visible and beneficial)

- Salaries or stipends
- Projects already completed prior to approval

5. APPLICATION REQUIREMENTS

Applicants must submit:

- Completed application form
- Brief **project description and goals**
- Project anticipated start and end date
- **Budget breakdown** (including match, if applicable)
- Photos of current site
- Simple site sketch or plan (if applicable)
- HOA approval letter (if within an HOA)

6. SELECTION CRITERIA

Projects will be evaluated based on:

- Visual and community impact
- Level of neighborhood involvement
- Feasibility and budget clarity
- Sustainability/long-term maintenance plan
- Leveraging of matching funds (if applicable)

7. PROJECT REQUIREMENTS

- Must be completed within **60–90 days** of approval
- Must comply with all **local codes and ordinances**
- Any required permits must be obtained by the applicant
- City reserves the right to inspect project progress

8. PAYMENT & REIMBURSEMENT

- Funds distributed as **reimbursement**
- Receipts and photos of completed project required

- Matching contributions must be documented

9. MAINTENANCE COMMITMENT

- Applicant (or HOA) agrees to **maintain the project for the duration of its existence**
- Failure to maintain may impact eligibility for future funding

10. RECOGNITION

- City may install a **small recognition sign** or feature project on social media
- Before/after photos may be used for promotional purposes

Meeting Date: Tuesday, April 14, 2026

Project: City of Lakeland Neighborhood Beautification Grant Program

Staff Contact: Paul Posey, Staff Engineer

PROJECT INFORMATION

The Community Advisory Board (CAB) is sponsoring the Lakeland Neighborhood Beautification Projects. These projects will be open to Lakeland residents to get together and work on beautifying their neighborhoods. The projects will be funded by the City in coordination with the CAB. The online application will be open to the public and will be on a first come first served basis.

STAFF RECOMMENDATION

City Staff recommends approval of the Neighborhood Beautification Projects (sponsored by the CAB).

BACKGROUND:

Around 12 Neighborhoods could be awarded up to \$1,000.00. ONLY 1 project can be awarded per neighborhood per year. More details are provided in the City of Lakeland Neighborhood Beautification Grant Program Policy documentation.



Community Advisory Board

Meeting Cycle: Tuesday, April 14, 2026

Subject: **Discussion and Possible Action** - regarding the renewal of the Neighborhood Watch program and its associated policies

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION



Community Advisory Board

Meeting Cycle: Tuesday, April 14, 2026

Subject: **Discussion and Possible Action** - regarding recommendations on Mayoral, Board of Commissioners, and Lakeland School System Board member salary

Staff Contact:

STAFF RECOMMENDATION

BUDGET IMPACT

DISCUSSION