

**Minutes of the
City Council Regular Meeting
Eagleville City Hall, Eagleville, TN
Tuesday, August 27, 2024 – 7:00 PM**

1) MAYORS WELCOME and CALL TO ORDER

Mayor Chad Leeman called the meeting to order at 7:01 p.m.

2) ROLL CALL

The roll was called by City Recorder Christina Rivas.

PRESENT:

Mayor Chad Leeman

Vice Mayor Bill Tollett

Councilman Jason Blair

Councilman Craig Campbell

Councilman Ryan Edwards

Councilman Chris Hendrix

Councilman Brandon Emamalie arrived at 7:03 p.m.

STAFF:

City Manager Hellyn Riggins

Financial Consultant Mike Walker

City Recorder Christina Rivas

City Attorney Stephen Aymett

Fire Chief Jonathan Armstrong

Chief David Breniser

GUESTS:

Allen Orr

3) INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Chad Leeman gave the Invocation.

Councilman Chris Hendrix led the Pledge of Allegiance.

4) ADOPTION OF THE AGENDA

Vice Mayor William Tollett moved to adopt the Agenda.

Councilman Jason Blair seconded the motion.

The **MOTION** passed 7-0.

5) CITIZENS' INPUT

Mr. Allen Orr expressed his concerns to Council. He noted the lack of notice to the community, specifically the surrounding neighborhoods, regarding fireworks. He stated that it caught him off guard and lasted approximately twenty minutes.

Mr. Orr continued with the suggestion that the City encourage dog owners to pick up after their dogs when taking them to the park. He stated that it would be helpful to have bags available.

City Manager Hellyn Riggins requested to respond. She stated that the City has looked into installing stations with bags for the dog park and is planning to do so. She noted that the City has Leash Laws that have not been regularly adhered to by dog owners.

Ms. Riggins apologized for the lack of notice regarding the fireworks; however she was not aware of them.

Mayor Leeman confirmed that Eagleville School is using fireworks at football games. He explained that this was the first time that they had fireworks at the game and that it was posted on the School's Football page online. He stated that they would try to forward that information to the City to post in the future.

Ms. Riggins thanked Mr. Orr for his suggestions. She stated that she intends to improve signage noting the Leash Law and hoped that the addition of the bag stations would remedy the issue.

6) ADOPTION OF THE CONSENT AGENDA

- a. Approval of Minutes
 - July 11, 2024 Work Session
 - July 25, 2024 Regular Meeting
- b. Financial Reports for June and July 2024
 - Councilman Blair moved to adopt the Consent Agenda.
 - Vice Mayor Tollett seconded the motion.
 - The **MOTION** passed 7-0.

7) MAYOR AND COUNCIL PRESENTATIONS

Mayor Leeman and Council congratulated City Recorder Christina Rivas for attaining her certification as a Municipal Clerk/Recorder.

Mayor Leeman and all present wished Councilman Chris Hendrix a happy birthday.

8) DEPARTMENT REPORTS

Mayor Leeman noted that the following reports were in the Council packet:

- Fire Department Report
- Police Department Report
- City Recorder
- Finance

City Recorder Christina Rivas informed Council that the Parks Department report was also in the packet; however it was erroneously omitted from the agenda.

9) CITY MANAGER REPORT

Mayor Leeman noted that the City Manager's report was in the packet.

10) OLD BUSINESS

- a. **Approve or Deny Referral to Eagleville Planning Commission of Annexation Request and Plan of Service to Annex Parcels: 120 023.12 (13 approximate acres), 120 023.03 (35 approximate acres), and 120.023.10 (20.21 approximate acres), located on College Grove Road and Within the Eagleville Urban Growth Boundary.**

Vice Mayor Tollett moved to approve the item.

Councilman Hendrix seconded the motion.

The **MOTION** passed 7-0.

- b. **Approve or Deny Referral to Eagleville Planning Commission of Annexation Request and Plan of Service to Annex a Portion of College Grove Road, varying right of way widths from 45 to 60 feet in width and a length of approximately .63 miles from the Intersection of College Grove Road to the Western Boundary of Parcel 120 023.12, within the Eagleville Urban Growth Boundary. UPDATE: MANAGER SUGGESTS MODIFICATION OF RECOMMENDATION TO ONLY INCLUDE PROPERTY IN FRONT OF PROPERTIES TO BE ANNEXED, AND THE SMALL ROADWAY AREA TO THE WEST, FOR A DISTANCE OF ABOUT 2500 FEET OR .47 OF A MILE.**

Councilman Blair moved to approve the item.

Vice Mayor Tollett seconded the motion.

Councilman Jason Blair inquired about the estimated maintenance costs and the life cycle of the road, as well as the impact it would have on the City's budget.

City Manager Hellyn Riggins stated that the developer had agreed to repair the road in accordance with the City's standards. She explained that the road would be essentially new and that the average life cycle of a road was 15 to 20 years. Ms. Riggins noted that the road to be annexed and repaired was specifically the part of the road in front of the proposed properties to be annexed.

Ms. Riggins stated that she would investigate the costs for maintaining the road.

The **MOTION** passed 7-0.

11) NEW BUSINESS

- a. **Approve or Deny Setting the Date for Grand Opening of the Public Safety Center as Sunday, October 27, 2024 at 2:00 p.m.**

Vice Mayor Tollett moved to approve the item.

Councilman Hendrix seconded the motion.

The **MOTION** passed 7-0.

b. Approve or Deny RESOLUTION 2024-010 A RESOLUTION OF THE CITY OF EAGLEVILLE, AUTHORIZING PARTICIPATION IN THE PROPERTY CONSERVATION MATCHING GRANT PROGRAM WITH PUBLIC ENTITY PARTNERS

Vice Mayor Tollett moved to approve the item.

Councilman Hendrix seconded the motion.

The **MOTION** passed 7-0.

c. Approve or Deny authorization for the City Manager to Contract with the Greater Nashville Regional Council (GNRC) to Manage the American Rescue Plan Act (ARPA) Grant

Councilman Blair moved to approve the item.

Vice Mayor Tollett seconded the motion.

The **MOTION** passed 7-0.

d. Approve or Deny Deferral of Paving of Roadways Discussion to the September 17 Work Session

Vice Mayor Tollett moved to approve the item.

Councilman Hendrix seconded the motion.

The **MOTION** passed 7-0.

12) MAYOR'S AND COUNCIL'S CLOSING REMARKS

City Manager Hellyn Riggins noted that the proceedings had neglected to discuss the Finance Report.

Financial Consultant Mike Walker updated Council on the current state of the City's finances:

- The 2024-2025 fiscal year began with a fund balance of \$2,154,463 in the General Fund.
- During fiscal year 2023-2024, revenues were \$1,856,063.
 - Expenditures totaled \$1,781,054 for the year.
 - \$75,000 was added to the fund balance
- Fiscal year 2023-2024 has been closed though the yearend audit has not yet been conducted.
 - The preliminary projected fund balance is \$2,229,472.
- The Park sign, Welcome signs and Impact Fee Study were recently approved though they were not in the budget.
 - These items totaled \$76,000 and will be covered by the funds gained last year.
 - A budget amendment will be necessary to utilize the funds.
 - After these expenses, the fund balance is 119% of the budget.

Mr. Walker concluded that the budget is strong.

Mr. Walker addressed the project of paving the City's roadways:

- New Town roads and ditches required the greatest repairs.

Councilman Hendrix stated that he reviewed the roads with City Engineer Will Owen. He noted that the ditches needed to be cleared out in order for water to flow out of the neighborhood efficiently.

Mr. Walker stated that cleaning up the roads and ditches was an investment that will help the community. He continued, stating that he estimated that the project would cost \$425,000, which included a contingency of 10%. He reviewed the funding sources for this project:

- \$175,000 is available in the State Street Aid Fund.
- Withdraw an additional \$50,000 from the State Street Aid Fund.
- Transfer \$200,000 from the General Fund.

Mr. Walker stated that this amount should enable the City to address the issue, properly. He then noted that the fund balance would be at 108% of the budget instead of 119%.

It was noted that this would be discussed with Mr. Owen at the Work Session scheduled for September 17th.

Mr. Walker recommended that the City should avoid the further use of bonds. He stated that current rate for tax exempt is 5.2%.

Ms. Riggins noted that this will be discussed at the Work Session, however it is important for Council to consider their options as these funds would be taken from the Fund Balance rather than incur more debt. She proposed that if Council opted to use reserve funds that a plan could be built in to next year's budget to repay the Fund Balance.

Mr. Walker commented that the use of the fund balance for an improvement is a long term investment.

Mr. Walker concluded with an update of the Public Safety Center:

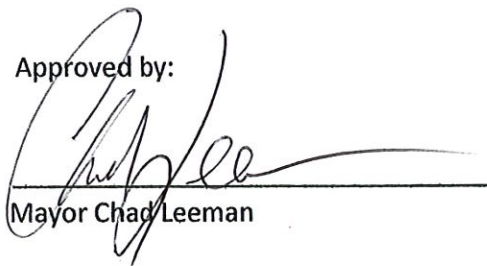
- The buildings are progressing quickly toward completion.
- Permit financing is at 3.625% with the United States Department of Agriculture (USDA).
- The project is anticipated to close under budget.

Ms. Riggins, Mayor Leeman and Council thanked Mr. Walker for his report.

13) ADJOURNMENT

Mayor Leeman confirmed there was no further business and adjourned the meeting at 7:26 p.m.

Approved by:



Mayor Chad Leeman

Submitted by:



City Recorder Christina Rivas

Date minutes approved: 9/24/24