

**Minutes of the
City Council Annual Retreat
Eagleville City Hall, Eagleville, TN
Saturday, March 21, 2026
8:30 AM**

1) MAYORS WELCOME and CALL TO ORDER

Mayor Leeman called the meeting to order at 8:30 a.m.

2) ROLL CALL

The roll was called by City Manager Hellyn Riggins.

PRESENT:

Mayor Chad Leeman
Vice Mayor William Tollett
Councilman Jason Blair
Council Member Ryan Edwards
Council Member Brandon Emamalie
Council Member Chris Hendrix

ABSENT:

Councilman Craig Campbell

STAFF:

City Manager Hellyn Riggins
City Attorney Stephen Aymett

Management Consultant Mike Walker
Planning Commission Chairman D. Lynch

3) Agenda Items

a. Engineering Updates: Sidewalk Grants, ARPA Grant, etc.

Manager Riggins stated that Engineer Owen was unable to attend due to illness, but she would ask him to attend a future work session to bring us all up to date of the status of these items. Manager Riggins stated she has been involved in the ARPA grant and the City is waiting on a response from a property owner as to if they are interested in working on a future STEP site with the City.

b. Sewer Obligations – see above.

c. Budget for Fiscal Year 2026-2027 - Michael Walker, Finance and Management Consultant.

Michael Walker presented a preliminary budget to the council for the upcoming 2026-2027 Fiscal Year. He discussed his predictions based on current numbers how the current budget will total out financially at the end of this current fiscal year. He advised that it appears we may have more additional revenue than predicted, which could allow for some capital items to be addressed. He stressed that Council should keep in mind that while our sales tax revenues are good, sales tax can be unpredictable. Our sales tax is coming in higher than the State average. He advised that we always keep one year budget needs in our fund balance. And to remember

that Debt has to always be paid first in the budget before funding any other items. The 2026-2027 Proposed Budget is showing merit raises for employees up to 5%. He recommended that we fund the library at the level it is currently being funded. No new positions are proposed in this budget.

d. Park Improvements – City Manager

Manager Riggins stated that the Park Board has a “sketch” of what they think are needed improvements to the Park. This would include rearranging Field 3 to where it is smaller, and facing away from the sun. Making it smaller would allow for room for other amenities, including a batting cage and possible pickle ball courts. Michael Walker state that some of the additional revenue from this year’s budget could be put in the Capital Projects Fund for future park improvements.

e. Downtown Development – Michale Walker and Hellyn Riggins

Council was advised that a developer will be approaching the Council to ask for guidance on how to develop property they currently own. Additionally, it was discussed that there are property owners that own Main Street buildings that are not doing anything to try to lease or sell the properties, hurting Eagleville’s economic viability. And these buildings are not being kept to standards. Manager Riggins will continue to monitor these buildings to watch for Code Violations.

A break was taken from 10:10 to 10:20.

f. Planning Commission and General Updates – Chairman Derrick Lynch

Chairman Lynch gave updates of recent agenda items, including proposed annexations. He also chairs the Long-Range Committee. Both the Commission and the committee are focused on improving the regulations to best suit the vision for Eagleville. Consideration of adjusting the UGB to the east is under discussion. He stated that with heavy schedules by members of the Planning Commission, creating a quorum is sometimes challenging. He asked if there was a way to add “alternates”. Attorney Aymett stated he would look into it, but does not think the TCA, when creating the Planning Commissions, allows for it. Chairman Lynch stated that he desires for the Commission and Council to have good communication to stay in sync with each other.

g. Roadway Signage/Safety Measures at Intersections

The Council discussed recent accidents that have occurred in the City, particularly at the intersection of Highway 99 (New Salem) and Highway 41A. The Council asked that the Manager look into improving the safety of the intersection with a blinking stop sign, a blinking STOP AHEAD sign and finally a consideration for rumble strips. We should also consider a STOP AT WHITE LINE sign.

h. General City and School Discussion – Vice Mayor Tollett

Vice Mayor Tollett stated that the Eagleville School and the City have a very important relationship to maintain. He hears concerns of losing the K-12 from citizens, but with good planning and communication, he does not see that happening. A “Bank” of classrooms is under consideration which would provide more area for students.

i. America's 250 Birthday Celebration – City Manger

Manager Riggins advised that the Event's Committee is looking to Council for direction as to the extent of the celebration. The Council discussed that there will be a lot of events happening all around us and citizens may attend those. The Event's committee is proposing ideas from an Event on the 3rd or 4th of July to just having areas around town that could be toured at a citizens' leisure. The Council advised the Manage to put it on a work session for discussion.

j. First Fridays and Other Events – City Manger

Manager Riggins advised that she is hearing that the Merchant's Association may elect to not host First Fridays. She also advised that she will be bringing for approval the times and dates of the regular events of the City: Fall Festival, Tree Lighting, Christmas Parade.

k. Artificial Intelligence – Councilman Edwards

Councilman Edwards gave a short presentation showing the council and staff how Artificial Intelligence can help improve some of our daily tasks, such as managing emails, reading and summarizing documents. It is improving daily and could one day act as an assistant cutting down on staffing needs.

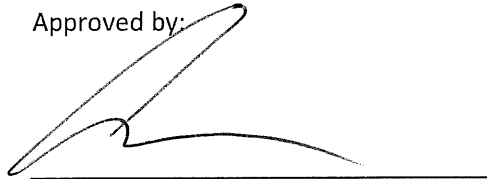
l. Legal Updates – Attorney Stephen Aymett

Attorney Aymett gave a summary of recent and pending bills before the legislature.

Mayor Leeman thanked Council and the staff for taking time to be at a Saturday Council Retreat.

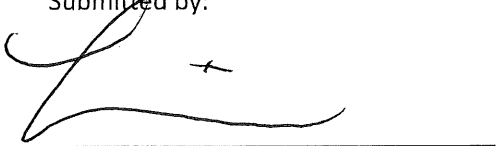
The meeting adjourned at 1:30 p.m.

Approved by:



Mayor Chad Leeman

Submitted by:



City Manager Hellyn R. Riggins

Date minutes approved: April 23, 2026