EAGLEVILLE CITY COUNCIL
REGULAR MEETING AGENDA

Eagleville City Hall **108 South Main Street**
Thursday, November 19, 2026 **7:00 p.m.**

Prior to meeting, please silence all electronic devices.

Meeting to follow immediately after Work Session

1) **MAYORS WELCOME and CALL TO ORDER** – Mayor Chad Leeman

2) **ROLL CALL** – City Recorder Christina Díaz

3) **INVOCATION/PLEDGE OF ALLEGIANCE**

4) **ADOPTION OF THE AGENDA**

5) **CITIZENS' INPUT** - *Any Citizen shall be given up to three (3) minutes to address City Council on any issue. When the Mayor asks, please raise your hand if you wish to speak.*

6) **ADOPTION OF THE CONSENT AGENDA**

   a. Approval of Minutes :

      i) Work Session (if available) – October 15, 2026
      ii) Public Hearing – October 22, 2026
      iii) Regular Meeting – October 22, 2026

   b. Financial Report – If Available

7) **MAYOR AND COUNCIL PRESENTATIONS**

8) **DEPARTMENT REPORTS**

   City Recorder

   Finance Consultant's Report

   Fire Department

   Parks Department

   Police Department

9) **CITY MANAGER REPORT**

10) **UNFINISHED BUSINESS**

a. Approve or Deny Ordinance 2026-010 Fee Schedule for Park Facilities. (Second Reading)

11) NEW BUSINESS

a. Appoint Council Representative to Planning Commission with term expiring November 2028

b. Appoint Council representative to Park Board to serve until November 2030

c. Appoint Park Board Member to a Four-Year Term – Aaron Forst term is up for appointment

d. Appoint Park Board Member to a Four-Year Term – Tiffany Burns term is up for appointment

12) MAYOR'S AND COUNCIL'S CLOSING REMARKS

13) ADJOURNMENT

Item 6a) Approval of Minutes:

- Work Session – October 15, 2026
- Public Hearing – October 22, 2026
- Regular Meeting – October 22, 2026

Minutes of the
City Council Work Session
Eagleville City Hall, Eagleville, TN
Thursday, October 15, 2026 – 7:00 PM

1) MAYORS WELCOME and CALL TO ORDER

Mayor Chad Leeman called the meeting to order at 7:02 p.m.

2) ROLL CALL

The roll was called by City Recorder Christina Díaz.

PRESENT:
Mayor Chad Leeman
Council Member Jason Blair
Council Member Ryan Edwards
Council Member Brandon Emamalie
Council Member Chris Hendrix
Council Member Shawn Futrell

ABSENT:
Council Member Craig Campbell

STAFF
City Manager Hellyn Riggins
City Recorder Christina Rivas
Interim Police Chief Isabella Willis
Management Consultant Mike Walker
Fire Chief Jonathan Armstrong
Parks Director Will Vaughn

GUEST
Craig Sewell

3) DISCUSSION

4) NEW BUSINESS

a) Presentation of State of City's Finances By Michael Walker

Management Consultant Mike Walker informed Council that the 2025-2026 fiscal year ended with revenues exceeding spending by $23,617. He emphasized that this surplus was calculated after the appropriation of $450,000 was designated for capital projects.

Mr. Walker noted that the City's Fund Balance of $2.339M was strong. He stated that the Fund Balance was important, as the City does not have a strong property tax base. He noted the City is heavily reliant on sales tax and that when the annexed areas can begin building, this will help grow the tax base.

Mr. Walker continued:

- Local sales tax for the first two months of the fiscal year is down 10% from this time last year.
  - The current budget is smaller than last year's which helps to balance this statistic.
  - Based on this trend, it is unlikely that there will be the surplus of funds in April, as realized in previous years.
  - It will be necessary to maintain a conservative approach to spending until further into the year.
- Several revenue sources are down:

- Rutherford County reduced funds by $40,000 after the City had approved the 2026-2027 budget.
- Traffic citations are down due to turnover in the police department.
- Due to the vacancy for Police Chief, there are some savings.

City Manager Hellyn Riggins noted that the newly hired officers have completed their training and are patrolling now.

Mr. Walker noted the following:

- State shared tax revenues will increase due to the State's recent population assessment.
- The financial outlook is not critical; however, the budget must be balanced.
- The City has been fortunate in previous years to end the fiscal year with a surplus to fund capital projects.
- Annual increases to the Debt Service Fund must continue. Debt is the first item that must be accounted for in a budget.
- Health insurance costs are increasing, but is an expenditure that is outside of the City's control. The City is not big enough to acquire insurance on its own.
- The tax base must be increased, which the new subdivisions will provide, though the market is unpredictable.

Ms. Riggins noted that the State has begun to recalculate State shared revenues annually based on population.

Mr. Walker stated that the Sewer Fund must operate independently and cannot be subsidized. He explained that the City's current base is 262 households and that 500 are needed.

Discussion ensued:

- The City realized nearly $500,000 over projected revenues for Fiscal Year 2026.
- Fiscal Year 2027 is off to a sluggish start.
- Mayor Leeman is in discussions with newly elected Rutherford County Mayor Randy Allen regarding the sudden deficit in funding.
  - The City currently responds to 1/3 of Rutherford County's fire service calls.

b) Update on City Parking Lot Plan

City Manager Hellyn Riggins stated that she had met with Craig Sewell to discuss a potential development that would utilize the City's future parking lot for access to the property. She noted that City Engineer Will Owen is preparing the layout of the parking lot with the proposal.

Mr. Craig Sewell disclosed that he is a partner in the proposed development. He stated that Cheatham Springs Road is not wide enough to accommodate traffic for this area and that the City did not have Right of Way. He stated that when he learned of the City's proposed parking lot, he had the idea to use it to access his property, as it is not feasible to create a different point access to the property.

Ms. Riggins stated that this proposal would be mutually beneficial as the two parties could share the cost of the parking lot. She noted that the driveway to his lot would appear separate from the parking lot.

Management Consultant Mike Walker stated that this proposal would reduce the City's parking spaces in the lot by 10%; therefore, Mr. Sewell would pay for 10% of the parking lot, plus the easement for the rental house.

Discussion noted the following:

- A marquis sign would be created for the property.

- The driveway would operate like a road to the development.
- The plan is at the conceptual stage.
- Street subdivision road regulations would be used for the driveway/road.
- Mr. Owen would write the bid as an alternate add-on.
- Hauling from the parking lot site is costly – Mr. Sewell would haul the dirt, etc. from the parking lot to his site to use as filler.

c) Update of Purchase of Land Parcel ID: 163 03600

City Manager Hellyn Riggins informed Council that the City closed on the purchase of a property on the Chapel Hill Pike for a future Septic Tank Effluent Pumping (STEP) system. She noted the following:

- City Engineer Will Owen worked hard to make the acquisition beneficial for the City.
- The grant paid for $420,000 of the purchase price; the City Sewer Fund paid $150,000.
- The cost to build the STEP system is $1.5M to $2M.
  - The seller of the property will pay half the cost to build the system.
- The City Manager will amend the sewer ordinance to include and infrastructure fee.
- The City has 2 years to build the STEP system.
- The property will need to be annexed into the City with designations of commercial, residential and industrial.
- Having a sewer at the south end of the City will businesses and development.

d) Providing the Employee Premium for the New Copay Plan Offered by the Benefits Administration.

City Recorder Christina Díaz stated that the Benefits Administration will offer a new health plan in 2027. It was noted that per the Memorandum of Understanding with the administration, the City is required to offer all health plans that they make available to the City.

Ms. Díaz reminded Council that last year they approved to provide for the employee-only premium for the Consumer Driven Health Plan, since the premium cost less than the premium for the Limited PPO plan, which the City currently covers for employees. She noted that the Copay Plan's premium is also less than the Limited PPO plan and recommended that Council consider covering the employee-only premium for this plan, as well.

Ms. Díaz further recommended that Council consider covering employee only premiums for all current and future plans which are equal to or less than the Limited PPO premium. She offered to return with a resolution to that effect.

e) Six-Month Progress Report for Plan of Services for Parcel 120-46.00-000, Annexed April 23, 2026.

City Recorder Christina Díaz informed Council that the Six-Month Progress Report for the annexation that Council approved in April would be presented at a public hearing on October 22.

f) Consideration of Kenneth Roeten for appointment to Park Board as an Alternate Member.

Council Member Shawn Futrell stated that Mr. Roeten is unable to attend all of the meetings, but desires to remain part of the Park Board in a lesser capacity.

g) Consideration of Tiffany Burns for appointment to Park Board as a Regular Member.

Council Member Shawn Futrell stated that Ms. Burns would fill the remainder of Kenneth Roeten's term on the Board.

h) Resolution 2026-010 Public Entity Partners Property Conservation Grant for the Park.

City Recorder Christina Díaz explained that she was assisting Park Director Will Vaughn with this matching grant. She noted that she confirmed with PEPartners that solar lights for the pathway at the park was eligible for this grant. She stated that 6 solar lights had been budgeted for this fiscal year and that with this matching grant, the City could install 12 solar lights without additional cost.

Council requested an update regarding the Eagle Scout project for the park – specifically whether all of the funds had been raised for the project.

i) Consideration of Two-Year Agreement with Eagleville League for 2027/2028

Parks Director Will Vaughn stated that the two-year contract included sign sponsorship. He noted that the league wants to renew the agreement and that the only change to the agreement were the effectual dates.

j) Consideration of Guidelines for Park Facility Rental

City Manager Hellyn Riggins stated that the guidelines need to be rewritten, as there are two sets of guidelines, currently.

k) Consideration of Ordinance 2026-010 Fee Schedule for Park Facilities

City Manager Hellyn Riggins stated that some fees were amended per Park Board recommendations. She emphasized that per the contract with the Eagleville League, that it will be necessary to renew the agreement every two years. She explained that the ordinance will address fees that pertain to the general public, outside of the ball club.

Parks Director Will Vaughn stated that the fee for renting the facilities for the day increased and other fees were addressed for relevance and inflation.

Council Member Shawn Futrell stated that Mr. Vaughn made him aware of dilapidated poles at the park. He noted that 3 poles need to be replaced immediately, as they are about to fall. He explained that he has been working with Middle Tennessee Electric (MTE) to potentially purchase new poles at $575 each. He emphasized that when the poles fall, lights will be destroyed and are costly to replace.

Council Member Futrell noted the following:

- He is negotiating the cost of pole installation with a contractor.
- The City of Murfreesboro Park Superintendent has surplus lights that may work for the park.
- He wants to begin improvements on the park and has people ready to help.
- Plans to remove a fence and realign the field for youth and a pickle ball court.

Ms. Riggins stated that the $225,000 has been set aside in the budget for park improvements. She noted that she has authority to approve up to $10,000 for a single purchase, if it is in line with Council's direction.

Mr. Vaughn stated that they intend to have the ball field in shape by spring 2027. He expressed that the new Parks Superintendent Nick Kanselaar is doing a great job.

Ms. Riggins stated that Mr. Kanselaar has a vested interest as Eagleville is his home. She further noted that the Parks Department is growing under Mr. Vaughn's leadership.

Mayor Chad Leeman stated that Porter Tomlinson's Eagle Scout project is within $500 of his fundraising goal.

Ms. Riggins noted that Interim Police Chief Isabella Willis is doing a great job and noted that she attended a seminar in Martin, Tennessee. She stated that Interim Chief Willis has discovered areas where the City has been out of compliance and is working to remedy deficiencies.

Interim Chief Willis stated that newly elected Rutherford County Sheriff Kenneth Barrett invited her to a breakfast meeting on November 3 to grow intergovernmental relationships.

Mayor Leeman expressed his appreciation to staff for a successful Fall Festival.

Mayor Leeman announced that the Eagleville Girls Volleyball team will go to the State Volleyball Tournament.

5) ADJOURNMENT

Mayor Leeman confirmed there was no further business and adjourned the meeting at 8:15 p.m.

Approved by:

_____
Mayor Chad Leeman

Submitted by:

_____
City Recorder Christina Rivas

Date minutes approved: _____

Minutes of the
City Council Public Hearing
Eagleville City Hall, Eagleville, TN
Thursday, October 22, 2026

1) **MAYORS WELCOME and CALL TO ORDER**

Mayor Chad Leeman called the meeting to order at 7:00 p.m.

2) **ROLL CALL**

The roll was called by City Recorder Christina Díaz.

PRESENT:
Mayor Chad Leeman
Council Member Jason Blair
Council Member Craig Campbell
Council Member Shawn Futrell
Council Member Chris Hendrix

ABSENT:
Vice Mayor Brandon Emamalie
Council Member Ryan Edwards

STAFF:
City Manager Hellyn Riggins
City Recorder Christina Rivas
Fire Chief Jonathan Armstrong
Parks/Maintenance Supervisor Nick Kanselaar
City Attorney Stephen Aymett
Management Consultant Mike Walker
Interim Police Chief Isabella Willis

GUEST:
Jenna Sonceh
Brett Windrow

3) **OPEN PUBLIC HEARING**

Mayor Leeman opened the Public Hearing.

a) **Plan of Services 6 Month Progress Report for Parcel #120-46.00-000 annexed April 23, 2026.**

There were no speakers for this item.

City Manager Hellyn Riggins presented the progress report. It was noted that, as a number of items are awaiting the development of the subdivision to be fulfilled, the progress reports will continue, annually, until all Plan of Service items are completed.

The progress report is attached to the minutes.

Mayor Leeman closed the Public Hearing.

4) **MAYOR'S CLOSING REMARKS**

There were no remarks.

5) **ADJOURNMENT**

Mayor Council Leeman adjourned the public hearing at 7:05 p.m.

Approved by:

_____

Mayor Chad Leeman

Submitted by:

_____

City Recorder Christina Díaz

Date minutes approved: _____

SIX-MONTH PROGRESS REPORT FOR THE PLAN OF SERVICES FOR THE ANNEXATION OF PARCEL 120 04600, APPROXIMATELY 98.21 ACRES, LOCATED ON THE SOUTHWEST CORNER OF COLLEGE GROVE ROAD AND US 41A

A. Police

- Patrol, response to calls, and other routine police services, using present personnel and equipment, will be provided on the effective date of annexation in the same manner as provided to existing residents of Eagleville.

REPORT: This item has been incorporated into daily operations and will continue to be fulfilled in perpetuity. This item is fulfilled.

B. Fire Services

- Fire protection by the present personnel and equipment of the fire department, within the limitations of available water and distances from fire stations, will be provided on the effective date of annexation in the same manner as provided to existing residents of Eagleville.

REPORT: This item has been incorporated into daily operations and will continue to be fulfilled in perpetuity. This item is fulfilled.

C. Water

- Water is provided by the local utility company, Consolidated Utility District, with rates and conditions of approval at the discretion of the utility company.
- Water for fire protection will be provided by the local utility company, Consolidated Utility District, with rates and conditions of approval at the discretion of the utility company.

REPORT: The property owner is currently in negotiations with Consolidated Utility District. This item will be monitored until the building of the subdivision is completed.

D. Wastewater

- Wastewater will be either by Septic on each parcel, or by an agreement between the property owner and the City of Eagleville for a STEP system.

REPORT: The developer of Stephenson Farms is currently using this property to access an under-construction STEP system. This item will be monitored until the building of the subdivision is completed.

E. Garbage Collection

- The City does not currently offer garbage collection to its residents. There exists a county facility where trash can be taken. The property will be afforded all rights as the current Eagleville Citizens.

REPORT: The property is afforded the rights of current Eagleville Citizens as stated above and will continue to be. This item is fulfilled.

F. Streets

- The City will commence maintenance of any new roadway as part of the annexation upon

successful completion and acceptance thereof.

- Traffic signals, traffic signs, street markings, and other traffic control devices will be installed as the need is established by appropriate study and traffic engineering standards.

REPORT: This item will continue to be monitored until development of the area has been completed by the developer, at which time, the City will incorporate these services into its regular maintenance schedule.

G. Schools

- Area to be annexed will remain as part of the Rutherford County Schools System.

REPORT: This area is recognized as eligible for the Rutherford County School District and school zoning will be in accordance with the Rutherford County School Board. This item is fulfilled.

H. Inspections and Code Enforcement

- Building and Municipal Code Enforcement will be provided by the City of Eagleville.

REPORT: As the area develops, the City is ready to provide these services in perpetuity. This item is fulfilled.

I. Zoning

- The property will be assigned a zoning classification of R-1/PRD (Planned Residential District).

REPORT: The zoning classification has been assigned to this property. This item is fulfilled.

J. Street Lighting

- As necessary, when lighting is needed, the City will work with the property owner to support adequate and necessary lighting of streets or other areas.

REPORT: The City will monitor that street lighting is installed by the developer according to plans, and maintained by the subdivision's HOA. This item will continue to be monitored.

K. Recreation

- Any residents of this annexed parcel will have all rights to any public parks afforded to any existing resident.

REPORT: This area is recognized as part of the City and is ready to afford recreational services to future residents. This item is fulfilled.

SUMMARY: Per statute § 6-51-108, another progress report is required on the one-year anniversary of the annexation of this property. While several items have already been fulfilled by incorporating these services into the City's daily services, other items will need to continue to be monitored until they can be fulfilled. The next progress report for this property will be April 2027.

Minutes of the
City Council Regular Meeting
Eagleville City Hall, Eagleville, TN
Thursday, October 22, 2026

1) MAYORS WELCOME and CALL TO ORDER

Mayor Chad Leeman called the meeting to order at 7:05 p.m.

2) ROLL CALL

The roll was called by City Recorder Christina Díaz.

PRESENT:
Mayor Chad Leeman
Council Member Jason Blair
Council Member Craig Campbell
Council Member Shawn Futrell
Council Member Chris Hendrix

ABSENT:
Vice Mayor Brandon Emamalie
Council Member Ryan Edwards

STAFF:
City Manager Hellyn Riggins
City Recorder Christina Rivas
Fire Chief Jonathan Armstrong
Parks Supervisor Nick Kanselaar
City Attorney Stephen Aymett
Management Consultant Mike Walker
Interim Police Chief Isabella Willis

GUESTS:
Jenna Sonceh
Brett Windrow

3) INVOCATION/PLEDGE OF ALLEGIANCE

Mayor Leeman gave the Invocation.
Council Member Chris Hendrix led the Pledge of Allegiance.

4) ADOPTION OF THE AGENDA

Council Member Jason Blair moved to adopt the Agenda.
Council Member Hendrix seconded the motion.
The **MOTION** passed 5-0.

5) CITIZENS' INPUT

Jenna Sonceh spoke on behalf of her mother, Edie Maka, to thank Mayor Leeman, council members and City Manager Hellyn Riggins for attending their neighborhood meeting. Ms. Sonceh noted that the City Manager's assistance was very much appreciated.

6) ADOPTION OF THE CONSENT AGENDA

a. Approval of Minutes

i) Special Session – September 8, 2026
ii) Work Session – September 8, 2026
iii) Public Hearing – September 22, 2026

iv) Regular Session – September 22, 2026

b. Financial Report – September 2026

Council Member Craig Campbell moved to adopt the Consent Agenda.
Council Member Shawn Futrell seconded the motion.
The **MOTION** passed 5-0.

7) MAYOR AND COUNCIL PRESENTATIONS

There were no presentations.

8) DEPARTMENT REPORTS

City Recorder

City Recorder Christina Díaz informed Council that new legislation had been enacted; changing the requirements for continuing education credits for governing bodies that oversee utilities. She stated that each council member must attain 12 credit hours within a year from when they are first elected. She cited that an additional 6 credit hours must be completed every 3 years thereafter.

Ms. Díaz stressed that each council member must log their hours on the Tennessee Board of Utility Regulation (TBOUR) form and file them with her office by January 31st of each year. She noted that the link to the Comptroller's webpage was in her report which would give them access to free training and the TBOUR form.

Events Coordinator

Fire Department

Management Consultant

Parks Department

Police Department

9) CITY MANAGER REPORT

It was noted that the City Manager's Report was in the packet and that the information regarding the issues in the Eagle View subdivision mentioned during Citizen's Input was behind the City Manager's Report.

10) UNFINISHED BUSINESS

There was no Unfinished Business.

11) NEW BUSINESS

a. Accept or Deny Progress Report for Parcel 120-46.00-000 Annexed April 23, 2026.

Council Member Blair moved to accept the Progress Report for Parcel 120-46.00-000 Annexed April 23, 2026.
Council Member Hendrix seconded the motion.
The **MOTION** passed 5-0.

b. Approve or Deny Appointment of Kenneth Roeten as Alternate Member of Park Board.

Council Member Futrell moved to approve the appointment of Kenneth Roeten to the Park Board as an Alternate Member.
Council Member Hendrix seconded the motion.
The **MOTION** passed 5-0.

c. Approve or Deny Appointment of Tiffany Burns as a Regular Member of Park Board.

City Manager Hellyn Riggins noted that Ms. Burns would fulfill the remainder of Mr. Roeten's term and would make sure that the terms of Park Board members would be understood and adjusted.

Council Member Futrell moved to approve the appointment of Tiffany Burns to the Park Board.
Council Member Hendrix seconded the motion.
The **MOTION** passed 5-0.

d. Approve or Deny Resolution 2026-010 Public Entity Partners Property Conservation Matching Grant for the park.

Council Member Futrell moved to approve Resolution 2026-010.
Council Member Blair seconded the motion.
The **MOTION** passed 5-0.

e. Approve or Deny Two-Year Agreement with Eagleville League for 2027-2028.

Council Member Hendrix moved to approve the Two-Year Agreement with Eagleville League for 2027-2028.
Council Member Futrell seconded the motion.
The **MOTION** passed 5-0.

f. Accept or Deny Guidelines for Park Facility Rental.

Council Member Futrell moved to approve Guidelines for Rental of the Park Facility.
Council Member Campbell seconded the motion.
The **MOTION** passed 5-0.

g. Approve or Deny Ordinance 2026-010 Fee Schedule for Park Facilities. (First Reading)

Council Member Blair moved to approve Ordinance 2026-010.
Council Member Hendrix seconded the motion.
The **MOTION** passed 5-0.

h. Approve or Deny Resolution 2026-012 Defining the Employee Benefit for Health Insurance.

Council Member Campbell moved to approve Resolution 2026-012.
Council Member Hendrix seconded the motion.
The **MOTION** passed 5-0.

12) MAYOR'S AND COUNCIL'S CLOSING REMARKS

Council Member Blair requested that the Eagle View Homeowners' Association issues be placed on the next Work Session for discussion.

It was noted that Mayor Leeman, Vice Mayor Emamalie and Council Member Futrell attended the homeowners meeting at the Eagle View subdivision and that a quorum of Council was not present and that they listened to the homeowners' concerns, but did not comment.

Mayor Leeman and City Manager Hellyn Riggins acknowledged newly hired Parks and Maintenance Manager Nick Kanselaar's hard work around the City.

Mayor Leeman recognized City Manager Riggins anniversary with the City and thanked her for her continued service.

13) ADJOURNMENT

Mayor Leeman confirmed there was no further business and adjourned the meeting at 7:20 p.m.

Approved by:

_____

Mayor Chad Leeman

Submitted by:

_____

City Recorder Christina Díaz

Date minutes approved: _____

Item 8) Department Reports:

- City Recorder
- Fire Department
- Parks Department

City Recorder's Report

TO: MAYOR AND COUNCIL

FROM: CITY RECORDER

Last week, on November 10th, the City hosted a training session presented by Public Entity Partners' Legal Counsel, Elisha Hodge. The session taught staff and the City's guests how to manage when members of the public enter City offices and begin recording. Approximately 17 people were in attendance, including Chapel Hill's City Manager Philip Dye and 2 of members of his staff and Eagleville Council Member Shawn Futrell.

The feedback from the session has been positive. We are grateful to PEPartners and Ms. Hodge for sharing her time and expertise with us.

On November 17th, the City hosted 24 Daisies and Brownies from Girl Scout troop 3386. The troop was in the process of earning the Good Neighbor and Celebrating the Community badges. After receiving an escort from the Eagleville Police Department from the library to City Hall, the troop spent some time with me to learn about the City's role in the community. The young ladies were engaged and inquisitive and a joy to host.

At the dais this evening, will be the proposed City Council Meeting Calendar for 2027. I request that you please review it and email me with any recommendations or concerns. The calendar will be on the December 17 agenda for approval.

Also, for the December 17 meeting, I will have a resolution for a cyber security grant on the agenda for your consideration.

On behalf of the Events Coordinator, I remind you that the Tree Lighting, Ornament Ceremony and Time Capsule events are scheduled for Sunday, November 29, beginning at 4:30 p.m.

Christina Díaz
City Recorder

Fire Department Report – Eagleville Council Meeting 11/19/2026

Good evening, Mayor and Council,

The following are calls responded to by EFD since the council meeting on 10/22/2026:

Total Calls - 25

10	EMS Calls/Citizen Assist
5	Brush fire
2	Fire Alarm/Stand by
3	Structure/Veh Fire
1	MVA (Mot Veh Acc)
4	Service calls

As we near the end of our 11th month, we've answered **326** calls, plus multiple citizen assists for the year. Our average response time is **just under 6 mins**. National response time is **6 to 8 minutes and our average on scene time is 36 mins.**

Recently, we hosted a PE Partners class for all employees on Nov 10, it was very successful. Thanks to everyone that participated.

The Fire Dept. has recently hired more reserves(volunteers). We will be conducting agility testing the first week of December for those new members.

4 of our volunteers are finishing EMT school in Bedford County and Two are finishing AEMT school in LaVergne. We are very excited to have them on board!

We have been dealing with some minor hvac issues and equipment issues; however, we are gradually working everything out.

As always, I am very proud of our hard-working FF's and all of their accomplishments.

We thank each of you for the support of our Fire Department. If you have any questions, please reach out at any time.

Thank you,

Fire Chief J. Armstrong

City of Eagleville

Will Vaughn, Park Director

October Park Report

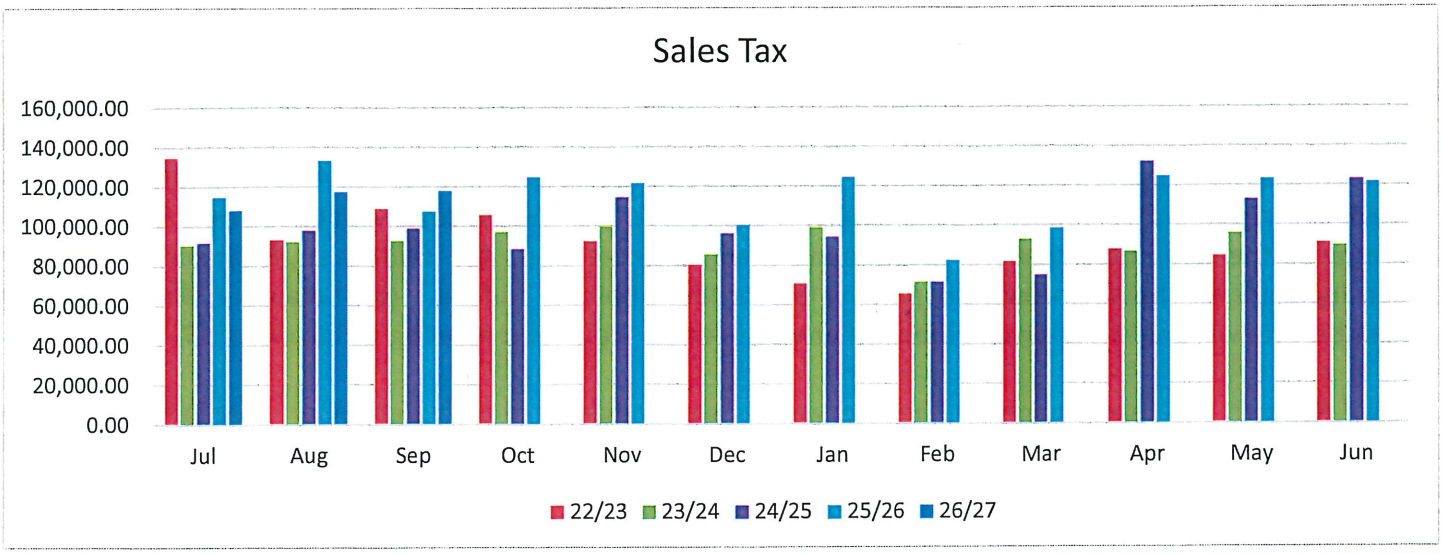
- Rentals for October:
  - 0-Pavillion Rental
  - 10-Field Rentals
- Attended Park Board Meeting on Wednesday October 14th.
- Tiffany Burns was appointed to the Park Board.
- Park Supervisor Nick Kanselaar has started removing the fence on field 3.
- Nick edged the walking trail where grass was taking over the sides.
- Nick began trimming low hanging branches around walking trail.
- Nick completely cleaned and re-organized the workshop.
- Councilman Futrell is in talks with Middle Tennessee Electric (MTE) about acquiring poles to replace rotting poles on fields 1 and 2.
- The Eagle Scout project for exercise equipment is set to begin at the end of November.

P.O. Box 68, 1019 Ronnie Hill Blvd., Eagleville, TN 37060
C: (615) 289-6896
mudcats1980@gmail.com www.EaglevilleTN.gov

This institution is an equal opportunity provider and employer

Item 9) City Manager Report

City Manager's Report
November 19, 2026



Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
134,804.91	93,243.94	109,033.87	105,812.38	92,384.89	80,320.51	70,608.37	65,398.21	81,635.37	87,855.48	84,322.52	91,123.50
90,585.69	92,424.62	92,861.15	97,253.25	99,989.41	85,631.94	99,161.63	71,540.19	92,950.55	86,854.64	95,983.98	89,740.17
91,864.33	98,125.69	99,016.01	88,554.91	114,654.98	96,249.40	$94,418.23	71,447.26	74,980.77	132,373.78	113,040.98	123,201.49
115,042.97	133,464.02	107,739.78	$125,039.75	121,796.42	100,471.87	124,656.48	82,619.25	98,793.31	124,970.07	123,554.04	121,910.97
108,316.52	117,593.19	118,082.90									

	FY 2025-2026 Building Permits & Codes												
	Oct	Nov	Dec	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct
New Res.	1	1	0	0	0	1	1	0	0	1	1	0	0
Res Add.	0	0	1	0	1	0	1	1	1	0	0	0	0
Res. Plumb/Mech/Gas	2	2	2	0	1	2	1	2	0	1	1	1	2
Res. Other/Accessory	0	0	0	0	0	0	0	0	0	0	1	1	0
New Com.	0	0	0	0	0	0	0	0	0	0	0	1	1
Com. Add.	0	0	0	1	1	0	0	0	0	0	1	0	0
Com. Plumb/Mech/Gas	1	1	0	0	0	0	0	0	0	0	0	0	0
Com. Other	0	0	0	0	0	0	0	0	0	0	0	0	0
Signage	0	0	1	0	0	0	1	1	0	1	0	0	0
Pool	1	0	0	0	0	0	0	0	0	0	0	0	2
Sewer Capac.	0	0	0	0	0	0	0	0	0	0	0	0	0
Violation Notice	0	0	1	0	0	0	0	0	0	0	0	0	0
Site Plan Reviews	0	0	0	0	0	0	0	0	0	0	0	0	0
Plat Application	0	0	0	0	0	0	0	0	0	0	0	0	0
Rezoning App.	0	0	0	0	0	0	0	0	0	0	0	0	0
BZA & Other Misc.	0	0	0	0	0	0	0	0	0	0	0	0	0

News, and Notes:

Important Information:

City Manager: (1) As City Manager, I will always make myself available to any council member to discuss current or on-going concerns with the City. I am also always open to feedback and suggestions of ways we can improve. **(2)** The Long-Range Committee continues to meet monthly. The Committee is reviewing Urban Growth Boundaries (UGB), zoning updates, annexations, Septic Tank Effluent Pumping (STEP) system improvements and other city-wide planning concerns. **(3)** The City Manager continues to meet with county planning and engineering as meetings are called quarterly. She attended a meeting August 25. **(4)** Additionally, the planners of each city in Rutherford County and the County meet quarterly to discuss county planning, new laws, and this will now be the committee that will recommend changes to the UGB. **(5)** Will Owen, Engineer, is currently preparing plans for the downtown city parking lot, for final approval and bid. **(6)** Take note, this month and December, we will only meet once, unless otherwise needed. Your next meeting is December 17.

Special Report: The search panel will be interviewing six candidates in early December. The interviews have been set.

Pending Projects: (1) Review, Edits and Updates to the Personnel Policy. **(2)** Overhaul of all city applications – with all being placed on the Website. Under construction. **(3)** Establish a business continuity plan.

Budget News: (1) Mike Walker will be working with staff to establish a budget adoption schedule for the 27-28 Budget Year.

Finance Report: As we are meeting on the third week, a finance report will not be ready due to not receiving our sales tax revenue for October as of yet.

Planning/Codes: 1. SRM is well under construction. 2. City Manager/Planner is working on revised parking revisions in support of economic vitality in our downtown. 3. City Manager/Planner/ZEO is working little by little on zoning violations in New Town.

Streets and Drainage: (1) Parks/Maintenance has been doing some minor repairs on Cheatham Springs Road.

Sewer: (1) Will Owen is preparing a Sewer Operator RFQ/P for us to engage for Stephenson Farms. Will Owen will perform the inspections of the STEP plant as it is being constructed.

City Recorder: Separate report.

Engineering Report: No report.

Parks & Recreation/Maintenance: See separate report from Will Vaughn/Nick Kanselaar.

Events: Separate report.

Library: No report provided.

Upcoming Meetings/Events:

November 26, 2026 City Hall Closed for Thanksgiving
November 27, 2026 City Hall Closed for Thanksgiving
November 29, 2026 Ornament Ceremony & Tree Lighting
December 15, 2026 Park Board Meeting, 6:00 p.m.
December 7, 2026 Planning, BZA, Design Review, 6:00 p.m.
December 17, 2026 Council Work Session, 7:00 p.m. with Regular Council Meeting to follow
December 24/25, 2026 City Hall closed for Holiday
January 1, 2026 City Hall closed for Holiday

To: Eagleville City Council
From: City Manager
Date: November 17, 2026
Re: Agenda for November 19, 2026 Meeting

The meetings on November 19 are a work session, public hearing and then you go right into the regular meeting. Usually, you have a chance between the work session and regular meeting to contemplate the items. Since you will be acting on items the same night, I wanted to give you a brief summary of some of the items on the agenda.

Eagle View Subdivision: You will have a discussion of the Eagle View Subdivision. There is nothing on your regular meeting agenda on which to vote, but I expect you may have direction for either Will Owen and/or me. Also, I do anticipate some of the residents attending the meeting.

Parking Regulations: I will be starting a discussion with you on our downtown parking regulations. What I am considering downtown is 41A street frontage between the south side of Dollar General and the north side of Cheatham Springs Road. Every business in that area is parking deficient per the zoning ordinance. I'm looking at proposing an amendment that will account for the new parking lot to be built, and also with the understanding that we will forever stifle possible uses and expansions with the current regulations unless we look at alternative ways to consider adequate parking. No action will be needed at the meeting, but I would appreciate feedback.

Food Trucks at City Events: There has been some confusion of action the Council took a couple of years ago about whether or not I can approve food trucks for City Events. I will be asking the Council at the December meeting if I can have the authority to work with the Events Committee to approve food trucks for City events. If I feel something proposed may be questionable, I could bring it back to the Council for approval. Due to the confusion of previous Council action, I have already approved a coffee truck and a food truck for the tree lighting ceremony. I would like to get this reconciled once and for all.

Donation of Eagle to City: Daniel Alcorn, a talented chainsaw sculptor has offered to donate a wooden eagle sculpture (7 feet tall) to city hall. His idea was to place it among the flag poles at the fire station. Unfortunately, that area will be used to bury our time capsule, and eventually may host another type of siren. If the City is inclined to accept the eagle, I can work with staff to find a suitable location. The sculptor is looking to citizens to raise funds for a concrete podium for the sculpture to sit upon so it is not directly placed on the ground.

Appointments to the Planning Commission and to the Park Board: The Mayor appoints four members of the Planning Commission. The Council appoints its representation to the Commission. The current representative is Councilman Hendrix. The Council appoints all members of the Park Board including the Chairperson, which is a seated Council member. Even though you just replaced Vice Mayor Emamalie with Councilman Futrell, he will need to be reappointed due to the election, along with an appointment made to the Planning Commission for representation on that Commission. Bottom line, when Council is appointing someone from the Council to be on a board or commission, they are reappointed every two years. Two other members from the Park Board have terms expiring, and they will need to be reappointed or someone else selected.

Item 10a) Ordinance 2026-010 Fee Schedule for Park Facilities

Ordinance 2026-010

AN ORDINANCE TO ESTABLISH A NEW FEE SCHEDULE FOR THE PARK AND RECREATIONAL FACILITES OF THE CITY OF EAGLEVILLE

REPLACING ORDINANCE 2024-005

WHEREAS, the Eagleville City Council wishes to establish a fee schedule for the use of City Park and Recreational Facilities; and

WHEREAS, the Eagleville City Council desires to continue to provide recreational options with its park, ball fields, playground, pavilion and walking track; and

WHEREAS, this fee schedule will provide for the proper maintenance and operation of the public park and recreational facilities for the good of the citizens of Eagleville;

NOW THEREFORE, BE IT ORDAINED by the City of Eagleville City Council that the following fee schedule is hereby adopted:

FEE SCHEDULE

The City of Eagleville adopts the Park and Recreational Facilities Fees which are subject to changes and amendments.

BALLFIELD FEES:

DEPOSIT:	$100.00
PER FIELD/PER DAY (Games/Tournaments)	$200.00
FIELD RENTAL FOR LESS THAN 4 HOURS (Practices)	$25.00/HR
DIAMOND DRY FIELD CONDITIONER PER BAG	$ 25.00

$1,000,000.00 Proof of Liability Insurance naming the City of Eagleville as Additional Insured must be submitted one week prior to the scheduled date.

PAVILION RENTAL FEES:

FOR 4 HOURS (MINIMUM RENTAL)	$ 50.00
FOR THE ENTIRE DAY	$100.00

The Eagleville City Council will by contract agreement will set rates with the Eagleville Youth Ball Club.

BE IT ENACTED that this ordinance shall take effect 15-days from and after its final passage, the public welfare requiring it.

Approved:

_____

Chad Leeman, Mayor

ATTEST:

_____

Christina Díaz, City Recorder

Passed First Reading: October 22, 2026
Passed Second Reading:
Public Hearing Held:
With 15-day notice given in the Daily News Journal

APPROVED AS TO FORM:

_____

Stephen Aymett, City Attorney