

**Minutes of the
City Council Work Session
Eagleville City Hall, Eagleville, TN
Tuesday, August 12, 2025– 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 Rivas.

PRESENT:

Mayor Chad Leeman
Vice Mayor Bill Tollett
Councilman Craig Campbell
Councilman Brandon Emamalie
Councilman Chris Hendrix

ABSENT:

Councilman Jason Blair
Councilman Ryan Edwards

STAFF:

City Manager Hellyn Riggins
City Recorder Christina Rivas
Fire Chief Jonathan Armstrong

Management Consultant Mike Walker
Police Chief David Breniser

GUESTS:

Mason Harris Lee Lunsford Troy Stackhouse Derek Howard

3) DISCUSSION

There was no discussion.

4) NEW BUSINESS

a. Review/Presentation of Year End Finances by Mike Walker

Management Consultant Mike Walker stated that the City of Eagleville had a very successful year (Fiscal Year 2024-2025). He emphasized the following points for this assessment and stressed that this report has not been audited:

- Completion of the Public Safety Center
- Ending the year \$117,000 under budget; which reduced long term interest costs
- The Year-end fund balance for the General Fund is \$2,317,000
- All funds are financially sound
 - The Debt Service Fund has \$404,000 – this has been purposely accrued to prepare for the loan payments for the Public Safety Center
 - The Sewer Fund is also in good standing
- All departments finished the fiscal year under budget

Mr. Walker cautioned against adding any recurring costs to the budget. He stated that this stance may be reassessed in the spring - during the second half of the fiscal year.

City Manager Hellyn Riggins reminded Council that it will soon be budget season again and that it would be helpful to have in mind any improvements they would like to see incorporated in the coming fiscal year.

b. Discussion of City Well

City Manager Hellyn Riggins stated that she, Management Consultant Mike Walker and City Engineer Will Owen met with Consolidate Utility District (CUD). She explained that CUD is interested in exploring a well, possessed by the City, as an alternative water source.

Mayor Leeman directed Ms. Riggins to delve further into this and report her findings to Council.

Ms. Riggins stated that she would notify CUD that the City is reviewing their request.

c. Discussion of Resolution 2025-004 – A resolution authorizing the City Manager to move the General and Street Aid Fund accounts to Volunteer Bank.

City Recorder Christina Rivas stated that she met with representatives from Volunteer Bank in an effort to move City accounts away from USBank. She noted that Volunteer Bank has offered to waive most fees and that it would be a good move for the City. She explained that the service from USBank has been unacceptable and that to date, she has not been added to the account, due to numerous technical difficulties at the bank.

Mayor Leeman concurred citing the difficulties he has experienced with their services.

City Manager Hellyn Riggins noted that per the City's charter, a resolution of the Council is required to move the funds to a different bank.

d. Discussion of Resolution 2025-005 Appointment of City Judge with a term to expire January 2027.

City Manager Hellyn Riggins stated that this is the official resolution for when the Council appoints a new City Judge and it will be on the agenda for the next meeting.

e. Discussion of Traffic Study

City Manager Hellyn Riggins stated that City Engineer Will Owen recommended that she meet with a traffic engineer. She noted that the estimated cost was higher than anticipated; however, the City has the funds to cover it.

Ms. Riggins noted that the estimate is under \$10,000 which does not require the vote of Council, however, since this is not in the budget, she would add it to the Regular Meeting agenda, if Council preferred.

Mayor Leeman directed that she should move forward with the study and that it was not necessary to bring it back to Council.

f. Discussion to amend the Regular Council Meeting minutes dated February 27, 2025

Item g was inadvertently moved ahead of Item f.

g. Discussion of ORDINANCE NO. 2025-008 DELETING ORDINANCES 2023-007, 2017-001, 2015-005, 2014-08 AND 2025-002, RATES AND FEES FOR SANITARY SEWER SERVICE AND REPLACING WITH ORDINANCE 2025-008, AMENDING MINIMUM BILLING (Second Reading)

City Manager Hellyn Riggins reminded Council that the purpose of this ordinance was to keep the City consistent with CUD's rate increases.

f. Discussion to amend the Regular Council Meeting minutes dated February 27, 2025

City Recorder Christina Rivas stated that while researching an item in the February 27, 2025 minutes, she found an error under Item 8 Department Reports for the Fire Department. She stated that she reviewed the recording of the meeting, however due to the recording's poor condition, she could not ascertain whether the term "donated" was stated.

Ms. Rivas apologized for the error and informed Council that in order to correct the minutes, it must be approved by Council.

h. Discussion of 250 America Celebration

City Manager Hellyn Riggins stated that if the City were to host an event, that it would likely compete with the events of surrounding communities.

Council Member Brandon Emamalie recommended that Ms. Riggins confer with the Events Committee and the Merchants Association as to what they would like to see and bring their ideas before Council.

Vice Mayor William Tollett stated that if the City were to host an event, it is important to start planning, now.

Council Member Craig Campbell stated that he feels the community would enjoy to have an event locally versus go to other venues.

i. Discussion of Municipal Parking Lot

City Manager Hellyn Riggins stated that she has been receiving feedback from citizens regarding paving the streets of the New Town area. She noted that City Engineer Will Owen had completed the specifications and was preparing the bid package.

Ms. Riggins recommended paving the New Town area streets and the lot next to City Hall, separately, rather than as a package.

Vice Mayor Tollett suggested that the parking lot might be better utilized if it were versatile. He stated that it could be used as a music venue as well as a parking lot, as the City Hall porch was not ideal for such use.

Mayor Leeman stated that it was worth separating the projects in order to pave New Town in a timely manner. He further stated that while the porch has been sufficient, it is worth exploring a more permanent location.

j. Discussion of Paving at New Town Subdivision

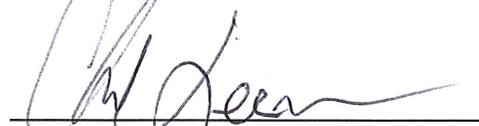
Council felt that the City should move forward with paving the New Town Subdivision and that it should go out for bid before November 2025.

5) ADJOURNMENT

Prior to adjournment, City Manager Hellyn Riggins reminded Council that she will be out of the office next week.

Mayor Leeman confirmed there was no further business and adjourned the meeting at 7:38 p.m.

Approved by:



Mayor Chad Leeman

Submitted by:



City Recorder Christina Rivas

Date minutes approved: 9/23/25