



Agenda for Eagleville City Council Meeting

108 South Main Street Eagleville City Hall

Tuesday, September 24, 2024 7:00 p.m.

Immediately Following the Public Hearing

PRIOR TO THE MEETING, PLEASE SILENCE ALL ELECTRONIC EQUIPMENT

- 1) **MAYORS WELCOME and CALL TO ORDER** – Mayor Chad Leeman
- 2) **ROLL CALL** – City Recorder Christina Rivas
- 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
Work Session August 13, 2024
Regular Meeting August 27, 2024
 - b. Financial Report – August 2024
- 7) **MAYOR AND COUNCIL PRESENTATIONS**
- 8) **DEPARTMENT REPORTS**
- 9) **CITY MANAGER REPORT**
- 10) **OLD BUSINESS**
- 11) **NEW BUSINESS**
 - a. Approve or Deny: RESOLUTION 2024-006. A RESOLUTION TO ADOPT A PLAN OF SERVICES TO ANNEX INTO THE CITY OF EAGLEVILLE, TENNESSEE A PORTION OF COLLEGE GROVE ROAD, VARYING RIGHT OF WAY WIDTHS FROM 45 TO 60 FEET IN WIDTH, AND A LENGTH OF APPROXIMATELY .47 (APPROXIMATELY 2,500 FEET) OF A MILE FROM THE WILLIAMSON COUNTY LINE TO THE EASTERN BOUNDARY OF 309 COLLEGE GROVE ROAD, ALL WITHIN THE EAGLEVILLE URBAN GROWTH

- b. Approve or Deny: RESOLUTION 2024-007. RESOLUTON TO ADOPT A PLAN OF SERVICES FOR 68.21 ACRES LOCATED ALONG A STRETCH OF COLLEGE GROVE ROAD (TAX MAPS 120 02312, 120 02303 AND 120 02310)
- c. Approve or Deny: RESOLUTION 2024-008. A RESOLUTON TO ANNEX INTO THE CITY OF EAGLEVILLE, TENNESSEE A PORTION OF COLLEGE GROVE ROAD, VARYING RIGHT OF WAY WIDTHS FROM 45 TO 60 FEET IN WIDTH, AND A LENGTH OF APPROXIMATELY .47 (APPROXIMATELY 2,500 FEET) OF A MILE FROM THE WILLIAMSON COUNTY LINE TO THE EASTERN BOUNDARY OF 309 COLLEGE GROVE ROAD, ALL WITHIN THE EAGLEVILLE URBAN GROWTH
- d. Approve or Deny: RESOLUTION 2024-009. A RESOLUTON TO ANNEX APPROXIMATELY 68.21 ACRES LOCATED ALONG A STRETCH OF COLEGE GROVE ROAD (TAX MAPS 120 02312, 120 02303 AND 120 023.10) AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF EAGLEVILLE, TENNESSEE
- e. Approve or Deny: Hiring Griggs Maloney to Prepare Plans for the Paving and Drainage Improvements to the New Town Subdivision and to the Curve at Cheatham Springs Road
- f. Approve or Deny: Hiring Griggs Maloney to Put Out to Bids for the Paving and Drainage Improvements to the New Town Subdivision and to the Curve at Cheatham Springs Road
- g. Approve or Deny: Hiring Griggs Maloney to Prepare Plans for the Demolition of the former Police and Fire Building, 126 S. Main Street
- h. Approve or Deny: Hiring Griggs Maloney to Prepare Plans for the Paving of a Parking Lot in the former location of the Police and Fire Building, 126 S. Main Street
- i. Approve or Deny: Hiring Griggs Maloney to Put Out Bids for the Demolition of the former Police and Fire Building, 126 S. Main Street
- j. Approve or Deny: Hiring Griggs Maloney to Put Out Bids for the Paving of a Parking Lot in the former location of the Police and Fire Building, 126 S. Main Street
- k. Approve or Deny Signing Contract with _____ Company to Engage its services for Management of the TN Department of Environment and Conservation (TDEC) State Water Infrastructure Grant as City Staff have found that _____ Company is the most qualified to provide the service.

12) MAYOR'S AND COUNCIL'S CLOSING REMARKS

13) ADJOURNMENT

ITEM 6a Approval of Minutes

- August 13, 2024 Work Session
- August 27, 2024 Regular Meeting

**Minutes of the
City Council Work Session
Eagleville City Hall, Eagleville, TN
Tuesday, August 13, 2024 – 7:00 PM**

1) MAYORS WELCOME and CALL TO ORDER

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

2) ROLL CALL

The roll was called by City Clerk Katy Sanderson.

PRESENT:

Mayor Chad Leeman	Councilman Jason Blair
Vice Mayor Bill Tollett	Councilman Craig Campbell
Councilman Ryan Edwards	Councilman Brandon Emamalie

ABSENT:

Councilman Chris Hendrix arrived at 7:14 pm.

STAFF:

City Manager Hellyn Riggins	Fire Chief Jonathan Armstrong
City Clerk Katy Sanderson	Police Chief David Breniser

GUESTS:

Charles Waite, Salem Creek Properties

3) DISCUSSION

a. Review of Previous Referral of College Grove Road and Parcels

- i. Review of and 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
- ii. Review of and 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

City Manager Hellyn Riggins stated there had been a pending commercial application for Salem Creek Properties with Rutherford County for a truss factory on 10 acres (the Scales property) coming out on College Grove Rd. The City's concern was that the state could come back and require a traffic signal to be put in due to the commercial traffic. This put into question whether the City would annex the proposed College Grove property. The Truss Factory application has

since been withdrawn and there will be an application submitted to rezone all 98 acres for Salem Creek Properties. Ms. Riggins recommends moving forward with the Planning Commission on the College Grove Property annexation. Ms. Riggins will be meeting with the College Grove developers this week and Charles Waite of Salem Creek Properties will be in talks with them as well regarding the road responsibility. Ms. Riggins recommends annexing the road directly impacted by the College Grove development first and waiting until the Salem Creek property has submitted an application for annexation and at that time annexing the remainder of the College Grove Road. Ms. Riggins may recommend to re-state how the Council should request the Planning Commission to review the annexation requests.

Mr. Wait stated there is much to discuss regarding the entry into the area as well as other aspects that will be shared between the two developments proposed. He stated that they were prepared to provide some land if the County decided there needed to be a widening of the road.

b. Update on Webb Road/Stephenson Farms 200 Lot Subdivision

Ms. Riggins stated the developers will be back at the September 9th Planning Commission meeting and hopefully will have all the staff notes addressed.

c. Update Land Use Plan

There is a Long Range Planning Committee meeting on August 21, 2024, where the Land Use Plan will be expanded to the City's Urban Growth Boundaries.

d. Set Date for Grand Opening of the Public Safety Center

The Police Department may be able to move in the week of Labor Day. With this in mind, mid to late October seems to be the best choice for the grand opening. After discussion, a Sunday may be the best day of the week to ensure attendance in the community. Ms. Riggins asked that the Council email her this week with dates of availability to be added to the regular Council Meeting agenda on August, 27, 2024.

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

MS. Riggins stated this is for the information technology (IT) to be installed at the new Public Safety Center. This is something the City is paying for already but the grant will reimburse the City up to \$1,000 of the cost.

f. Update on Paving of New Town Streets

Ms. Riggins received the information regarding the paving today but needs to go over the information. Will Owen, the City Engineer, has given an estimate of cost for the drainage and culverts as well as the paving. Ultimately, the cost depends on the bids that come in however this gives the Council an idea of the cost so the choice can be made to do only the paving or also the drainage. The addition of two culverts will create a ditch that has not existed up to this point. Ms. Riggins requests the Council look over the information provided and advise her when it should be added to the agenda to be voted on. She also thinks it should be added to the next Work Session for further discussion.

g. Update on Park Board

Ms. Riggins stated the Park Board would be holding meetings the second Tuesday of the month at City Hall. The meetings will be posted on the website. MS. Riggins stated the Board is working on several different projects and are invigorated and excited about things happening at the park.

h. Update on Fall Festival

Katy Sanderson stated:

- Registration has a new deadline this year of August 28, 2024.
- Sponsorship dollars last year were approximately \$14,000. So far this year we have \$9,800 in sponsorship with a few large sponsors having not submitted their checks.
- There are a total of 10 golf carts this year for transport including 2 being 6 seaters.
- Vendor numbers up to this point are comparable to the same time last year.
- Entertainment cost may end in being more than last year due to increased pricing in general.
- There are at least 16 new vendors attending so far.
- Hopefully the cost will break even.
- While this event is not a fundraiser, any funds raised above what is spent, go back in to events for the citizens of Eagleville.
- An email will go out to the Council regarding driving a golf cart as well as if anyone would like to have a t-shirt.

Councilman Blair stated he would drive again.

Ms. Riggins praised the events committee for their work. Ms. Riggins stated we were at capacity last year so we know how many booths we have room for.

Once the spots have been drawn on the street, Ms. Sanderson will go to the merchants to allow them to choose their exact spot.

i. *Discussion to hire Greater Nashville Regional Council (GNRC) to manage American Rescue Plan (ARP) Grant

The ARP grant is to look at sewer for the south end of the city. There is a lot of information to process with the grant and if it doesn't get used within the time frame, it must be given back to the federal government.

Ms. Riggins stated within the grant there was funding to hire someone to administer the grant for us. We will be meeting with GNRC August 14, 2024, to confirm the rate and go over expectations. If agreed upon, Ms. Riggins will be bringing a contract back to the Council for approval to hire them.

j. **Discussion to purchase Grill for Park Concession Stand

Ms. Riggins stated that she would be purchasing a grill for the park. The previous vendor brought their own grill so the temporary concession vendor has asked the City to purchase a grill. It wasn't something initially in the budget and for that reason she wanted to Council to be aware.

k. **Discussion of Overall Zoning Compliance of Buildings

Ms. Riggins was asked by two commissioners to have this topic on the agenda. There are two specific properties that were brought up. Ms. Riggins has been working with both owners to bring their violations into compliance.

In one case, there is a letter at the back of the packet from the property owner, Mr. McGill (the cabinet shop). If his proposal is not satisfactory Ms. Riggins can take additional steps. Ms. Riggins and Fire Chief Armstrong have visited Mr. McGill and she told him the Council would be discussing his

property at the next meeting and she would get back to him after the meeting. She explained that this is the last warning he will be given or enforcement action will be taken.

The second property (the Turner building) is being renovated from the inside out. While an area inside the building is being worked on, they are moving equipment out of that area to be stored outside during the renovations. The owner has a plan to make the exterior areas look nice once this has been completed. The council stated that it does look better since the owner brought in the mobile mini containers.

Vice Mayor Tollett mentioned that the roof complaint has been a problem for a while. He also stated that if all businesses were not held to the same standard, that is a problem. Vice Mayor Tollett also stated there was a camper in town with straw underneath that someone appeared to be living in.

Ms. Riggins stated that the lack of enforcement was her fault and she will do better and make zoning a priority from now on. She also mentioned that in the future there would need to be an additional employee brought into the city that could work with Ms. Riggins on planning and codes enforcement. This will especially be needed with the new property developments coming into the city.

Ms. Riggins brought up addressing a property on Cherry Street that is continuing to put off removing trees that are down as well as mowing the property. She has reached out multiple times by phone and in person but the resident has yet to return Ms. Riggins call.

Ms. Riggins explained that she tries to have a face-to-face conversation with residents in violation and if that doesn't get them to rectify the issue, a letter is sent with specific information as to what they can be fined if the violation isn't fixed.

Vice Mayor Tollett asked if there was a way to require vacant businesses in town to be inspected before they were able to be leased in order to establish that they were within the building codes. Ms. Riggins stated she would look into that and get back to the Council.

Ms. Riggins stated there is a letter sent to the Rutherford County Mayor and Commissioners every week on behalf of the tire shop located at 117 S. Main regarding the only usage being tire sales and repair. Today they reached out to Ms. Riggins. The tenants would like to do additional services in the shop. Ms. Riggins explained to them before they were approved for the shop as well as in response to this letter that the zoning usage is what has been approved by the Council and that is why the only thing they can sell or repair is tires. She also warned them that if other types of service are being done in the shop they will be cited for violation of ordinance.

The former Lamp Shop located at 143 S. Main Street was discussed due to the condition. Every time Ms. Riggins or the Mayor speak with a representative of the owner regarding the building, they are told that the owner is working on getting something done. At one time there had been a violation notice posted to the door by the Fire Chief but has since been removed. The Fire Chief and Ms. Riggins will discuss the next steps to be taken.

Vice Mayor Tollett and Councilman Edwards brought up enforcement of ordinances on vacant buildings regarding condition as well as vacancy. Vice Mayor Tollett asked if there was a way for the City to inspect buildings before they were rented to ensure the buildings are compliant to code. Ms. Riggins stated that if the building use does not change, she does not have the authority to inspect. If there are significant changes being made that require a permit, inspections can be done at that time. She will look into international code to determine if there is one that will allow inspections before vacant spaces are rented.

Vice Mayor Tollett also expressed concern about a current business that has issues with electrical among other things. Ms. Riggins stated the tenants can file a complaint against the landlord if they are having issues within the building.

Ms. Riggins stated that she trained in zoning code enforcement and is not a building official. She will reach out to the County building officials to ask if there are inspections to be done before renting properties. She will also speak with Attorney Aymett about the potential to adopt an ordinance to be able to inspect to make sure the buildings are up to code before a new tenant takes over.

4) ADJOURNMENT

Mayor Leeman confirmed there was no further business and adjourned the meeting at 7:57 p.m.

Approved by:

Mayor Chad Leeman

Submitted by:

City Clerk, Katy Sanderson

Date minutes approved

**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:

Submitted by:

Mayor Chad Leeman

City Recorder Christina Rivas

Date minutes approved: _____

ITEM 6b Financial Report - August 2024

CITY OF EAGLEVILLE, TENNESSEE
FOR THE MONTH ENDED AUGUST 31, 2024



Waycaster, CPA LLC

To the City Council
City of Eagleville, Tennessee

Please accept this letter as a summary of the City's activity for the month ended August 31, 2024.

- The General Fund had \$1,105,027 in cash at August 31st; a decrease from the prior month of \$205,979. This change is due to public safety expenses that were reimbursed by the Capital Projects Fund. The Fund reports a monthly profit of \$44,372, with a year-to-date profit of \$3,974.
- The overall revenues of the General Fund were \$133,594 while total expenditures were \$89,222.
- The overall budgeted revenues are \$1,808,436; \$257,857 of this has been collected – this represents 14.26%. The overall budgeted expenditures (excluding transfers) are \$1,572,844; \$253,883 of this has been expended – this represents 16.14%.

- Below is a table detailing the fund balance of the General Fund as of August 31, 2024:

General Fund

Fund Balance - Beginning	\$ 2,229,472.00
Add: Revenues	\$ 257,856.00
Less: Expenses	\$ (253,883.00)
Fund Balance - Ending	\$ 2,233,445.00
Recommended Minimum Balance	\$ 1,500,000.00
Excess Fund Balance	\$ 733,445.00

- The Capital Projects Fund has \$1,361,245 available as of July 31st. Of this amount, a total of \$970,828 is due to the General Fund in relation to the public safety building. The fund reports a loss of \$47,512 and a year-to-date loss of \$79,815.
- The Sewer Fund had \$695,638 as of August 31st. This is an increase of \$13,942 from the prior month. August reports an operating loss of \$1,590, with a net profit of \$1,626. The year-to-date operating income is \$4,790, with a net profit of \$7,163. The operating loss this month is simply due to maintenance. As a reminder, this includes depreciation expense totaling \$14,418 thus far, which is a non-cash expenditure. Interest earned totaled \$2,391.
- The Debt service fund currently has \$216,747 in cash available. Interest earnings totaled \$155. The fund reports a loss of \$16,061 due to the annual debt payment for the radio lease.
- At month-end, the State Street Aid Fund had a cash balance of \$274,757 – a decrease of \$2,237 from the prior month. Interest earnings totaled \$670 from the LGIP. The fund has a monthly loss of \$1,565, with a year-to-date profit of \$1,491.

Thank you,
Cassie Edrington, MPA

Waycaster, CPA LLC

To the City Council
City of Eagleville, Tennessee
Eagleville, Tennessee

The accompanying financial statements of the City of Eagleville, Tennessee as of August 31, 2024, and for the two months ended were not subjected to an audit, review, or compilation engagement by us and we do not express an opinion, a conclusion, nor provide any assurance on them.

September 20, 2024

City of Eagleville
Balance Sheet
As of August 31, 2024

Aug 31, 24

ASSETS

Current Assets

Checking/Savings

Apex Bank - CD	200,000.00
LGIP - General Fund	259,257.40
100 - Petty Cash	250.00
104 - US Bank Checking	599,506.46
116 - Apex Bank - General Fund	46,012.77

Total Checking/Savings	<u>1,105,026.63</u>
-------------------------------	---------------------

Other Current Assets

122 - State/Local Taxes Recv.	110,595.78
126 - Prop. Taxes Rec-Curr Yr	206,717.88
AFDA Property Taxes	-3,496.41
Due from Capital Projects Fund	970,827.87
Due from Debt Service Fund	16,371.00
124 - Lease Receivable	81,710.08
125 - Lease Receivable - Interest	598.98
135 - Due from Sewer Fund	30,213.44

Total Other Current Assets	<u>1,413,538.62</u>
-----------------------------------	---------------------

Total Current Assets	<u>2,518,565.25</u>
-----------------------------	---------------------

TOTAL ASSETS	<u><u>2,518,565.25</u></u>
---------------------	----------------------------

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

215 - Due to Street Aid Fund	7,950.36
221 - Payroll Liabilities	12.40
230 - Deferred Property Tax Rev	203,221.47
224 - Retirement	250.02
226 - Refundable Deposits	50.00
233 - Lease Deferred Inflow	73,189.25
239 - Due to State - Litigation Tax	176.45
243 - E-Ticketing	270.00

Total Other Current Liabilities	<u>285,119.95</u>
--	-------------------

Total Current Liabilities	<u>285,119.95</u>
----------------------------------	-------------------

Total Liabilities	<u>285,119.95</u>
--------------------------	-------------------

Equity

350 - Fund Balance	2,229,471.78
Net Income	3,973.52

Total Equity	<u>2,233,445.30</u>
---------------------	---------------------

TOTAL LIABILITIES & EQUITY	<u><u>2,518,565.25</u></u>
---------------------------------------	----------------------------

City of Eagleville
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Income		
Fines & Fees		
32616 · CC Processing Fees	70.01	100.52
35110 · City Court Fines & Costs	2,092.72	2,781.47
Total Fines & Fees	<u>2,162.73</u>	<u>2,881.99</u>
Interest Income		
36100 · Interest Gen. Fund Svgs	1,207.61	2,443.46
36101 · Interest Income - CD	862.06	1,696.31
Total Interest Income	<u>2,069.67</u>	<u>4,139.77</u>
Intergovernmental Revenue		
33500 · State of TN-Telecomm.STG	60.94	117.03
33510 · State of TN-Sales Tax	6,993.23	15,753.36
33552 · St of TN-Cty St/Trans	123.72	247.44
33558 · State Trans. & Modernizatlion	33.15	61.41
33700 · State of TN Sport Betting	0.00	358.98
Total Intergovernmental Revenue	<u>7,211.04</u>	<u>16,538.22</u>
License & Permits		
32600 · Business License	30.00	55.00
32610 · Building Permits	8,294.00	8,864.00
Total License & Permits	<u>8,324.00</u>	<u>8,919.00</u>
Local Taxes		
31100 · Property Tax	0.00	0.00
31200 · Property Taxes-Pr. Years	557.53	557.53
31300 · Tax Penalty & Interest	32.11	32.11
31600 · Rutherford Co Sales Tax	98,125.69	189,990.02
31800 · Business Taxes	48.83	313.18
31980 · Liquor by Drink Tax	2,704.08	5,968.08
31990 · Local Beer Tax	2,283.83	2,283.83
Total Local Taxes	<u>103,752.07</u>	<u>199,144.75</u>
Misc. Revenues		
36211 · Rent - House	1,700.00	3,400.00
36000 · Misc. Income	120.21	120.21
36200 · Chamber of Commerce Rent	500.00	1,000.00
36210 · Rental Income	308.33	7,131.84
36240 · Dividends & Reimbursements	501.18	501.18
Total Misc. Revenues	<u>3,129.72</u>	<u>12,153.23</u>
Parks & Recreation Revenue		
34725 · Conc. Stand Income	0.00	-1,000.00
34727 · Pavillion & Field Rent	0.00	25.00
34728 · Booth Fees	3,145.00	5,255.00
34729 · Event Sponsorships	3,800.00	9,800.00
Total Parks & Recreation Revenue	<u>6,945.00</u>	<u>14,080.00</u>
Total Income	<u>133,594.23</u>	<u>257,856.96</u>
Gross Profit	<u>133,594.23</u>	<u>257,856.96</u>

City of Eagleville
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Expense		
41000 - General Gov.		
111 - City Recorder	4,078.40	6,117.60
113 - City Manager	7,406.16	11,109.24
114- Salaries -City Clerk	4,121.60	6,182.40
140 - Retirement	1,136.13	2,242.47
141 - Payroll Taxes	1,147.30	1,720.66
142 - Insurance	1,851.69	3,703.38
146 - Workman's Comp	0.00	6,125.00
211 - Postage	0.00	236.00
230 - Dues	649.00	1,034.71
241 - Electricity	827.97	827.97
242 - Water	30.77	30.80
244 - Natural Gas	40.00	40.00
245 -Telephone & Internet	467.53	467.53
250 - Professional Services	0.00	4,570.00
251 - City Judge Fee	150.00	300.00
252 - Attorney Fees	2,270.00	2,270.00
253 - Accounting Fees	7,175.00	7,175.00
257 - Planning / Zoning	210.61	210.61
258 - House - Lease Expenses	170.00	340.00
280 - Staff - day trips	280.23	336.51
282 - City Council Travel	448.35	448.35
295 - Trash pickup	54.02	108.04
299 - Miscellaneous	0.00	79.98
310 - Office Supplies	229.93	1,159.66
331 - Fuel - Vehicle	143.92	143.92
454 - Sewer	199.38	199.38
471 - Economic Development	400.00	7,400.00
510 - Insurance/ Bonds	100.00	24,615.00
531 - Copier Lease / New Equip.	238.37	238.37
534 - Cleaning/Janitorial	205.00	410.00
535 - Facility & Grounds R&M	56.00	112.00
538 - Library Grant	0.00	12,429.75
539- Building Inspections	1,679.60	1,679.60
555 - Credit Card Fee	44.65	137.71
556 - Bank Fees - Other	0.00	3.56
562 - Repair & Maint - Technolo	0.00	12,193.37
563 - Parts & Supplies - Tech	15.00	15.00
540 - Schools - Liquor Tax Pass Thru	1,632.00	1,632.00
546 - 546 - Staff Mtgs/Confer	110.00	110.00
564 - Storage	75.00	225.00
Total 41000 - General Gov.	37,643.61	118,380.57

City of Eagleville
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Expense		
42100 - Police Dept.		
111 - Salaries - Police Chief	5,682.16	8,523.24
113 - Hourly Pay	7,563.24	11,332.84
140 - Retirement	964.27	1,916.94
141 - Payroll Taxes	816.40	1,223.69
142 - Insurance	1,851.65	3,703.30
146 - Workman's Comp	0.00	6,200.00
241 - Electricity	75.92	75.92
242- Water	4.92	4.92
244 - Natural Gas	7.36	7.36
245 - Internet	4.97	4.97
261 - Vehicle Expense	115.03	115.03
266 - Facility Repair & Maint	1,150.75	1,156.76
295 - Trash Pickup	13.50	27.00
296 - Telecom	40.05	80.10
300 - Supplies	178.18	178.18
301 - Cell phones & Air Cards	240.52	240.52
312 - Equipment	0.00	1,887.00
331 - Vehicle Fuel	595.76	595.76
454 - Sewer	9.54	9.54
510 - Insurance	0.00	13,420.00
618 - New Hire Cost	24.86	24.86
Total 42100 - Police Dept.	<u>19,339.08</u>	<u>50,727.93</u>

City of Eagleville
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Expense		
42200 - Fire Dept.		
111 - Salaries - Fire Chief	5,593.16	8,389.74
113 - Salaries - Fire Hourly	11,786.31	17,790.43
140 - Retirement	1,265.22	2,477.79
141 - Payroll Taxes	1,325.50	1,996.73
142 - Insurance	1,851.69	3,703.38
146 - Workman's Comp	0.00	7,700.00
162 - Incentive Program	1,456.00	1,805.12
230 - Dues	0.00	241.94
241 - Electricity	227.74	227.74
242 - Water	14.75	14.75
244 - Natural Gas	42.09	42.09
245 - Phone & Internet	74.96	74.96
261 - R & M - Veh & Equip	4.62	4.62
266 - Facility R & M	18.00	36.00
280 - Travel	31.05	31.05
295 - Trash pickup	13.50	27.00
296 - Telecom	40.05	80.10
300 - Fire Dept Supplies/ Misc.	0.00	40.99
331 - Fire Dept. Fuel	720.48	720.48
454 - Sewer	28.61	28.61
510 - Insurance	0.00	20,726.00
619 - Technology	0.00	1,569.00
624 - On Truck Equip	14.99	14.99
631 - Storage	230.00	690.00
Total 42200 - Fire Dept.	24,738.72	68,433.51

City of Eagleville
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Expense		
44400 - Parks & Recreation		
111 - Salary -Park/Maint Super,	3,620.80	5,431.20
140 - Retirement	263.59	521.36
141 - Payroll Taxes	264.05	395.43
142 - Insurance	617.23	1,234.46
146 - Workman's Comp	0.00	1,710.00
241 - Electricity	212.87	212.87
242 - Water	24.43	24.43
245 - Phone	32.35	32.35
254 - Mowing	61.02	61.02
260 - Maintenance	226.66	246.66
295 - Trash pickup	75.00	150.00
300 - Supplies	168.84	284.58
320 - Concession Stand	124.07	124.07
510 - Insurance	0.00	3,103.00
583 - Fall Festival	1,810.00	1,810.00
585 - Summer Events	0.00	1,000.00
Total 44400 - Parks & Recreation	<u>7,500.91</u>	<u>16,341.43</u>
Total Expense	<u>89,222.32</u>	<u>253,883.44</u>
Net Income	<u><u>44,371.91</u></u>	<u><u>3,973.52</u></u>

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
Fines & Fees				
32615 · Planning Dept. Fees	0.00	600.00	-600.00	0.0%
32616 · CC Processing Fees	100.52	1,600.00	-1,499.48	6.28%
35110 · City Court Fines & Costs	2,781.47	70,000.00	-67,218.53	3.97%
Total Fines & Fees	<u>2,881.99</u>	<u>72,200.00</u>	<u>-69,318.01</u>	<u>3.99%</u>
Interest Income				
36100 · Interest Gen. Fund Svgs	2,443.46	18,000.00	-15,556.54	13.58%
36101 · Interest Income - CD	1,696.31	18,000.00	-16,303.69	9.42%
Total Interest Income	<u>4,139.77</u>	<u>36,000.00</u>	<u>-31,860.23</u>	<u>11.5%</u>
Intergovernmental Revenue				
33100 · Police Salary Supplement	0.00	1,600.00	-1,600.00	0.0%
33101 · TSHO Grant	0.00	8,000.00	-8,000.00	0.0%
33102 · Ruth. Co Fire Dept Grant	0.00	60,000.00	-60,000.00	0.0%
33320 · TVA n Lieu of Tax	0.00	9,963.00	-9,963.00	0.0%
33500 · State of TN-Telecomm.STG	117.03	740.00	-622.97	15.82%
33510 · State of TN-Sales Tax	15,753.36	97,500.00	-81,746.64	16.16%
33530 · State of TN-Beer Tax	0.00	375.00	-375.00	0.0%
33552 · St of TN-City St/Trans	247.44	1,400.00	-1,152.56	17.67%
33558 · State Trans. & Modernization	61.41	250.00	-188.59	24.56%
33593 · Excise Tax	0.00	1,900.00	-1,900.00	0.0%
33700 · State of TN Sport Betting	358.98	1,250.00	-891.02	28.72%
Total Intergovernmental Revenue	<u>16,538.22</u>	<u>182,978.00</u>	<u>-166,439.78</u>	<u>9.04%</u>
License & Permits				
32600 · Business License	55.00	60.00	-5.00	91.67%
32610 · Building Permits	8,864.00	20,000.00	-11,136.00	44.32%
32620 · Beer Permits	0.00	200.00	-200.00	0.0%
Total License & Permits	<u>8,919.00</u>	<u>20,260.00</u>	<u>-11,341.00</u>	<u>44.02%</u>
Local Taxes				
31100 · Property Tax	0.00	191,798.00	-191,798.00	0.0%
31200 · Property Taxes-Pr. Years	557.53	5,000.00	-4,442.47	11.15%
31300 · Tax Penalty & Interest	32.11	500.00	-467.89	6.42%
31600 · Rutherford Co Sales Tax	189,990.02	1,065,000.00	-875,009.98	17.84%
31800 · Business Taxes	313.18	70,000.00	-69,686.82	0.45%
31980 · Liquor by Drink Tax	5,968.08	23,000.00	-17,031.92	25.95%
31990 · Local Beer Tax	2,283.83	39,000.00	-36,716.17	5.86%
Total Local Taxes	<u>199,144.75</u>	<u>1,394,298.00</u>	<u>-1,195,153.25</u>	<u>14.28%</u>
Misc. Revenues				
34621 · Donations Police	0.00	5,000.00	-5,000.00	0.0%
36211 · Rent - House	3,400.00	18,700.00	-15,300.00	18.18%
36000 · Misc. Income	120.21	2,500.00	-2,379.79	4.81%
36200 · Chamber of Commerce Rent	1,000.00	6,000.00	-5,000.00	16.67%
36210 · Rental Income	7,131.84	45,000.00	-37,868.16	15.85%
36240 · Dividends & Reimbursements	501.18	3,500.00	-2,998.82	14.32%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Total Misc. Revenues	12,153.23	80,700.00	-68,546.77	15.06%
Parks & Recreation Revenue				
34724 · Ballpark Fence Banners	0.00	3,400.00	-3,400.00	0.0%
34725 · Conc. Stand Income	-1,000.00	2,000.00	-3,000.00	-50.0%
34726 · Ball Sign-up Fees	0.00	2,500.00	-2,500.00	0.0%
34727 · Pavilion & Field Rent	25.00	100.00	-75.00	25.0%
34728 · Booth Fees	5,255.00	4,000.00	1,255.00	131.38%
34729 · Event Sponsorships	9,800.00	10,000.00	-200.00	98.0%
Total Parks & Recreation Revenue	<u>14,080.00</u>	<u>22,000.00</u>	<u>-7,920.00</u>	<u>64.0%</u>
Total Income	<u>257,856.96</u>	<u>1,808,436.00</u>	<u>-1,550,579.04</u>	<u>14.26%</u>
Gross Profit	257,856.96	1,808,436.00	-1,550,579.04	14.26%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

Expense	Jul - Aug 24	Budget	\$ Over Budget	% of Budget
41000 - General Gov.				
111 - City Recorder	6,117.60	54,528.00	-48,410.40	11.22%
112 - Overtime Pay	0.00	2,525.00	-2,525.00	0.0%
113 - City Manager	11,109.24	96,280.00	-85,170.76	11.54%
114- Salaries -City Clerk	6,182.40	53,071.00	-46,888.60	11.65%
140 - Retirement	2,242.47	17,049.00	-14,806.53	13.15%
141 - Payroll Taxes	1,720.66	15,790.00	-14,069.34	10.9%
142 - Insurance	3,703.38	23,335.00	-19,631.62	15.87%
146 - Workman's Comp	6,125.00	6,000.00	125.00	102.08%
147 - Unemployment Tax	0.00	200.00	-200.00	0.0%
211 - Postage	236.00	700.00	-464.00	33.71%
230 - Dues	1,034.71	2,500.00	-1,465.29	41.39%
231 - Legal Notices / Ads	0.00	2,000.00	-2,000.00	0.0%
241 - Electricity	827.97	4,000.00	-3,172.03	20.7%
242 - Water	30.80	1,000.00	-969.20	3.08%
244 - Natural Gas	40.00	3,600.00	-3,560.00	1.11%
245 -Telephone & Internet	467.53	5,800.00	-5,332.47	8.06%
250 - Professional Services	4,570.00	36,000.00	-31,430.00	12.69%
251 - City Judge Fee	300.00	1,800.00	-1,500.00	16.67%
252 - Attorney Fees	2,270.00	29,000.00	-26,730.00	7.83%
253 - Accounting Fees	7,175.00	36,000.00	-28,825.00	19.93%
254 - Engineering	0.00	15,000.00	-15,000.00	0.0%
256 - Audit Fees	0.00	6,500.00	-6,500.00	0.0%
257 - Planning / Zoning	210.61	4,000.00	-3,789.39	5.27%
258 - House - Lease Expenses	340.00	2,370.00	-2,030.00	14.35%
261 - Repair & Maint Vehicle	0.00	1,500.00	-1,500.00	0.0%
280 - Staff - day trips	336.51	600.00	-263.49	56.09%
281 - Staff - overnight	0.00	500.00	-500.00	0.0%
282 - City Council Travel	448.35	500.00	-51.65	89.67%
283 - Boards & Comm - Travel	0.00	500.00	-500.00	0.0%
295 - Trash pickup	108.04	700.00	-591.96	15.43%
299 - Miscellaneous	79.98	2,100.00	-2,020.02	3.81%
310 - Office Supplies	1,159.66	2,500.00	-1,340.34	46.39%
320 - Parts & Supplies - Vehicl	0.00	1,500.00	-1,500.00	0.0%
331 - Fuel - Vehicle	143.92	1,700.00	-1,556.08	8.47%
454 - Sewer	199.38	3,500.00	-3,300.62	5.7%
471 - Economic Development	7,400.00	7,000.00	400.00	105.71%
510 - Insurance/ Bonds	24,615.00	23,892.00	723.00	103.03%
531 - Copier Lease / New Equip.	238.37	3,000.00	-2,761.63	7.95%
534 - Cleaning/Janitorial	410.00	2,500.00	-2,090.00	16.4%
535 - Facility & Grounds R&M	112.00	5,000.00	-4,888.00	2.24%
536 - Parts/Supplies	0.00	600.00	-600.00	0.0%
538 - Library Grant	12,429.75	49,719.00	-37,289.25	25.0%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
539- Building Inspections	1,679.60	6,000.00	-4,320.40	27.99%
548 - Mayor's Discretionary Acc	0.00	1,000.00	-1,000.00	0.0%
555 - Credit Card Fee	137.71	1,600.00	-1,462.29	8.61%
556 - Bank Fees - Other	3.56	100.00	-96.44	3.56%
562 - Repair & Maint - Technolo	12,208.37	12,965.00	-756.63	94.16%
565 - Beautification	0.00	1,000.00	-1,000.00	0.0%
540 - Schools - Liquor Tax Pass Thru	1,632.00	11,500.00	-9,868.00	14.19%
546 - 546 - Staff Mtgs/Confer	110.00	500.00	-390.00	22.0%
546b - 546B - City Council Mtgs/Confer	0.00	500.00	-500.00	0.0%
546c - 546C - PC & BZA Mtgs & Conferen	0.00	300.00	-300.00	0.0%
564 - Storage	225.00	1,000.00	-775.00	22.5%
568 - Property Tax Fees	0.00	4,600.00	-4,600.00	0.0%
Total 41000 - General Gov.	118,380.57	567,424.00	-449,043.43	20.86%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

Expense	Jul - Aug 24	Budget	\$ Over Budget	% of Budget
42100 - Police Dept.				
111 - Salaries - Police Chief	8,523.24	73,868.00	-65,344.76	11.54%
113 - Hourly Pay	11,332.84	158,150.00	-146,817.16	7.17%
140 - Retirement	1,916.94	19,165.00	-17,248.06	10.0%
141 - Payroll Taxes	1,223.69	17,780.00	-16,556.31	6.88%
142 - Insurance	3,703.30	31,113.00	-27,409.70	11.9%
146 - Workman's Comp	6,200.00	6,200.00	0.00	100.0%
147 - Unemployment Tax	0.00	200.00	-200.00	0.0%
148 - Police Training	0.00	2,500.00	-2,500.00	0.0%
165 - Drug Fund Expenses	0.00	500.00	-500.00	0.0%
211 - Postage	0.00	10.00	-10.00	0.0%
230 - Dues	0.00	3,000.00	-3,000.00	0.0%
241 - Electricity	75.92	4,000.00	-3,924.08	1.9%
242- Water	4.92	300.00	-295.08	1.64%
244 - Natural Gas	7.36	1,500.00	-1,492.64	0.49%
245 - Internet	4.97	100.00	-95.03	4.97%
261 - Vehicle Expense	115.03	10,000.00	-9,884.97	1.15%
266 - Facility Repair & Maint	1,156.76	1,000.00	156.76	115.68%
280 - Travel	0.00	2,500.00	-2,500.00	0.0%
295 - Trash Pickup	27.00	200.00	-173.00	13.5%
296 - Telecom	80.10	450.00	-369.90	17.8%
299 - Miscellaneous	0.00	1,000.00	-1,000.00	0.0%
300 - Supplies	178.18	5,500.00	-5,321.82	3.24%
301 - Cell phones & Air Cards	240.52	7,500.00	-7,259.48	3.21%
312 - Equipment	1,887.00	6,700.00	-4,813.00	28.16%
326 - Clothing	0.00	2,000.00	-2,000.00	0.0%
331 - Vehicle Fuel	595.76	12,000.00	-11,404.24	4.97%
454 - Sewer	9.54	200.00	-190.46	4.77%
510 - Insurance	13,420.00	15,078.00	-1,658.00	89.0%
618 - New Hire Cost	24.86	4,000.00	-3,975.14	0.62%
765 - TSHO Grant	0.00	8,000.00	-8,000.00	0.0%
780 - State Salary Supplement	0.00	1,600.00	-1,600.00	0.0%
Total 42100 - Police Dept.	50,727.93	396,114.00	-345,386.07	12.81%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense				
42200 - Fire Dept.				
111 - Salaries - Fire Chief	8,389.74	72,711.00	-64,321.26	11.54%
113 - Salaries - Fire Hourly	17,790.43	156,690.00	-138,899.57	11.35%
140 - Retirement	2,477.79	18,949.00	-16,471.21	13.08%
141 - Payroll Taxes	1,996.73	17,549.00	-15,552.27	11.38%
142 - Insurance	3,703.38	23,335.00	-19,631.62	15.87%
146 - Workman's Comp	7,700.00	7,700.00	0.00	100.0%
147 -Unemployment Tax	0.00	300.00	-300.00	0.0%
148 - Training	0.00	5,000.00	-5,000.00	0.0%
161 - Fire Calls	0.00	1,000.00	-1,000.00	0.0%
162 - Incentive Program	1,805.12	25,000.00	-23,194.88	7.22%
230 - Dues	241.94	1,250.00	-1,008.06	19.36%
231 - Advertising / Promotion	0.00	1,500.00	-1,500.00	0.0%
241 - Electricity	227.74	6,000.00	-5,772.26	3.8%
242 - Water	14.75	500.00	-485.25	2.95%
244 - Natural Gas	42.09	4,000.00	-3,957.91	1.05%
245 - Phone & Internet	74.96	1,000.00	-925.04	7.5%
261 - R & M - Veh & Equip	4.62	28,000.00	-27,995.38	0.02%
266 - Facility R & M	36.00	2,500.00	-2,464.00	1.44%
280 - Travel	31.05	2,000.00	-1,968.95	1.55%
295 - Trash pickup	27.00	245.00	-218.00	11.02%
296 - Telecom	80.10	500.00	-419.90	16.02%
300 - Fire Dept Supplies/ Misc.	40.99	2,000.00	-1,959.01	2.05%
320 - Parts & Supplies - Truck	0.00	3,000.00	-3,000.00	0.0%
325 - Turnout/Clothing	0.00	9,000.00	-9,000.00	0.0%
326 - Uniform/Clothing	0.00	4,000.00	-4,000.00	0.0%
331 - Fire Dept. Fuel	720.48	13,500.00	-12,779.52	5.34%
454 - Sewer	28.61	500.00	-471.39	5.72%
510 - Insurance	20,726.00	23,286.00	-2,560.00	89.01%
619 - Technology	1,569.00	6,000.00	-4,431.00	26.15%
621 - Truck & Equip Testing	0.00	12,500.00	-12,500.00	0.0%
622 - Physicals & Testing	0.00	3,600.00	-3,600.00	0.0%
623 - Cleaning - Equip/TO	0.00	2,000.00	-2,000.00	0.0%
624 - On Truck Equip	14.99	30,000.00	-29,985.01	0.05%
631 - Storage	690.00	750.00	-60.00	92.0%
636 - Ruth. Co. Emerg. Coord.	0.00	900.00	-900.00	0.0%
720 - Discretionary (Donation)	0.00	1,000.00	-1,000.00	0.0%
Total 42200 - Fire Dept.	68,433.51	487,765.00	-419,331.49	14.03%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense				
44400 - Parks & Recreation				
111 - Salary -Park/Maint Super,	5,431.20	47,062.00	-41,630.80	11.54%
113 - Salaries - Maintenance	0.00	1,317.00	-1,317.00	0.0%
140 - Retirement	521.36	3,887.00	-3,365.64	13.41%
141 - Payroll Taxes	395.43	3,701.00	-3,305.57	10.68%
142 - Insurance	1,234.46	7,778.00	-6,543.54	15.87%
146 - Workman's Comp	1,710.00	1,710.00	0.00	100.0%
147 - Unemployment Tax	0.00	100.00	-100.00	0.0%
241 - Electricity	212.87	4,600.00	-4,387.13	4.63%
242 - Water	24.43	400.00	-375.57	6.11%
245 - Phone	32.35	450.00	-417.65	7.19%
254 - Mowing	61.02	1,500.00	-1,438.98	4.07%
260 - Maintenance	246.66	8,000.00	-7,753.34	3.08%
295 - Trash pickup	150.00	1,000.00	-850.00	15.0%
299 - Misc.	0.00	1,000.00	-1,000.00	0.0%
300 - Supplies	284.58	1,250.00	-965.42	22.77%
312 - Equipment	0.00	1,500.00	-1,500.00	0.0%
320 - Concession Stand	124.07	4,000.00	-3,875.93	3.1%
331 - Fuel	0.00	1,000.00	-1,000.00	0.0%
510 - Insurance	3,103.00	3,486.00	-383.00	89.01%
572 - Ballpark Fence Banners	0.00	800.00	-800.00	0.0%
583 - Fall Festival	1,810.00	12,000.00	-10,190.00	15.08%
584 - Christmas Events	0.00	8,000.00	-8,000.00	0.0%
585 - Summer Events	1,000.00	7,000.00	-6,000.00	14.29%
Total 44400 - Parks & Recreation	16,341.43	121,541.00	-105,199.57	13.45%

City of Eagleville
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Expense				
51000 - Other Financing Use				
51621 - Transfer to Street Aid	0.00	50,000.00	-50,000.00	0.0%
51640 - Transfer to Capital Pro	0.00	184,000.00	-184,000.00	0.0%
Total 51000 - Other Financing Use	<u>0.00</u>	<u>234,000.00</u>	<u>-234,000.00</u>	<u>0.0%</u>
Total Expense	<u>253,883.44</u>	<u>1,806,844.00</u>	<u>-1,552,960.56</u>	<u>14.05%</u>
Net Income	<u><u>3,973.52</u></u>	<u><u>1,592.00</u></u>	<u><u>2,381.52</u></u>	<u><u>249.59%</u></u>

Capital Projects Fund
Balance Sheet
As of August 31, 2024

Aug 31, 24

ASSETS

Current Assets

Checking/Savings

Capital Projects Bank - Apex 649,987.85

LGIP - Capital Projects 207,406.97

Money Market - Apex 503,850.24

Total Checking/Savings 1,361,245.06

Other Current Assets

Due from Sewer Fund -2,329.22

Total Other Current Assets -2,329.22

Total Current Assets 1,358,915.84

TOTAL ASSETS 1,358,915.84

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Accounts Payable 846.00

Due to General Fund 970,827.87

Retainage Payable 211,919.10

Total Other Current Liabilities 1,183,592.97

Total Current Liabilities 1,183,592.97

Total Liabilities 1,183,592.97

Equity

Retained Earnings 255,137.85

Net Income -79,814.98

Total Equity 175,322.87

TOTAL LIABILITIES & EQUITY 1,358,915.84

Capital Projects Fund
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Ordinary Income/Expense		
Income		
36100 - Interest Income	1,471.95	2,740.68
37220 - Interim Tax Exempt Loan	15,934.57	4,515,934.57
Total Income	<u>17,406.52</u>	<u>4,518,675.25</u>
Expense		
9000 - Capital Projects		
901 - Construction of PSC	20,489.84	20,489.84
902 - Miscellaneous PSC Expense	19,646.93	34,638.97
903 - Principal - Taxable Loan	0.00	225,000.00
903A Principal - Interim Loan	0.00	4,273,612.50
904 - Interest - Taxable Loan	0.00	1,387.50
906 - Architect and Engineering	0.00	2,035.00
908 - Builders Risk Insurance	934.57	1,869.14
915 - Parks Improvements	23,847.28	39,457.28
Total 9000 - Capital Projects	<u>64,918.62</u>	<u>4,598,490.23</u>
Total Expense	<u>64,918.62</u>	<u>4,598,490.23</u>
Net Ordinary Income	<u>-47,512.10</u>	<u>-79,814.98</u>
Net Income	<u><u>-47,512.10</u></u>	<u><u>-79,814.98</u></u>

Capital Projects Fund
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
36100 - Interest Income	2,740.68	10,000.00	-7,259.32	27.41%
37220 - Interim Tax Exempt Loan	4,515,934.57	1,605,729.00	2,910,205.57	281.24%
Total Income	<u>4,518,675.25</u>	<u>1,615,729.00</u>	<u>2,902,946.25</u>	<u>279.67%</u>
Expense				
9000 - Capital Projects				
901 - Construction of PSC	20,489.84	1,431,098.00	-1,410,608.16	1.43%
902 - Miscellaneous PSC Expense	34,638.97	25,000.00	9,638.97	138.56%
903 - Principal - Taxable Loan	225,000.00			
903A Principal - Interim Loan	4,273,612.50			
904 - Interest - Taxable Loan	1,387.50	5,625.00	-4,237.50	24.67%
905 - Interest - Interim Loan	0.00	154,308.00	-154,308.00	0.0%
906 - Architect and Engineering	2,035.00	12,561.00	-10,526.00	16.2%
907 - Furniture PSC	0.00	30,000.00	-30,000.00	0.0%
908 - Builders Risk Insurance	1,869.14			
909 - Grant Match MultiModal	0.00	15,000.00	-15,000.00	0.0%
910 - Fire Engine Upgrade	0.00	190,000.00	-190,000.00	0.0%
915 - Parks Improvements	39,457.28	12,960.00	26,497.28	304.45%
918 - Demo of Old Bldg/Prkg Lot	0.00	70,000.00	-70,000.00	0.0%
Total 9000 - Capital Projects	<u>4,598,490.23</u>	<u>1,946,552.00</u>	<u>2,651,938.23</u>	<u>236.24%</u>
Total Expense	<u>4,598,490.23</u>	<u>1,946,552.00</u>	<u>2,651,938.23</u>	<u>236.24%</u>
Net Ordinary Income	<u>-79,814.98</u>	<u>-330,823.00</u>	<u>251,008.02</u>	<u>24.13%</u>
Net Income	<u>-79,814.98</u>	<u>-330,823.00</u>	<u>251,008.02</u>	<u>24.13%</u>

City of Eagleville Sewer Fund

Balance Sheet

As of August 31, 2024

Aug 31, 24

ASSETS

Current Assets

Checking/Savings

LGIP Investment Act	316,827.33
Wilson Bank - Money Market	257,129.49
101 - Wilson Bank & Trust	121,681.07

Total Checking/Savings	695,637.89
------------------------	------------

Accounts Receivable

Allowance for Doubtful Accounts	-4,283.18
11000 - *Accounts Receivable	26,650.11

Total Accounts Receivable	22,366.93
---------------------------	-----------

Total Current Assets	718,004.82
----------------------	------------

Fixed Assets

151 - Land	72,385.00
155 - Sewer Plant in Service	3,802,455.30
161 - Accumulated Depreciation	-690,967.33

Total Fixed Assets	3,183,872.97
--------------------	--------------

TOTAL ASSETS	3,901,877.79
---------------------	---------------------

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

141 - Due to General Fund	30,213.44
211 - Accounts Payable Accrual	4,918.68

Total Other Current Liabilities	35,132.12
---------------------------------	-----------

Total Current Liabilities	35,132.12
---------------------------	-----------

Long Term Liabilities

251 - Bonds Payable USDA 2013	1,394,432.00
252 - Bonds Payable USDA 2015	126,439.00

Total Long Term Liabilities	1,520,871.00
-----------------------------	--------------

Total Liabilities	1,556,003.12
-------------------	--------------

Equity

301 - Retained Earnings	2,338,711.58
Net Income	7,163.09

Total Equity	2,345,874.67
--------------	--------------

TOTAL LIABILITIES & EQUITY	3,901,877.79
---------------------------------------	---------------------

City of Eagleville Sewer Fund
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Ordinary Income/Expense		
Income		
37120 • Utility Income	19,434.78	38,774.66
37191 • Late Payment Penalty	218.49	452.83
Total Income	<u>19,653.27</u>	<u>39,227.49</u>
Expense		
52200 • Sewer Expenses		
241 • Electrical	866.08	1,744.99
258 • Permit Fees	0.00	127.41
260 • Operation & Maintenance Charges	4,918.68	9,897.27
261 • Grounds Maintenance	2,820.00	2,820.00
510 • Insurance	5,430.00	5,430.00
580 • Depreciation Expense	7,208.78	14,417.56
Total 52200 • Sewer Expenses	<u>21,243.54</u>	<u>34,437.23</u>
Total Expense	<u>21,243.54</u>	<u>34,437.23</u>
Net Ordinary Income	<u>-1,590.27</u>	<u>4,790.26</u>
Other Income/Expense		
Other Income		
36100 • Interest Income	2,391.12	4,721.83
37195 • Capacity Fee	4,000.00	4,000.00
Total Other Income	<u>6,391.12</u>	<u>8,721.83</u>
Other Expense		
898 • Bond Interest	3,174.50	6,349.00
Total Other Expense	<u>3,174.50</u>	<u>6,349.00</u>
Net Other Income	<u>3,216.62</u>	<u>2,372.83</u>
Net Income	<u><u>1,626.35</u></u>	<u><u>7,163.09</u></u>

City of Eagleville Sewer Fund
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
37120 • Utility Income	38,774.66	215,000.00	-176,225.34	18.04%
37191 • Late Payment Penalty	452.83	2,700.00	-2,247.17	16.77%
37296 • Application Fees	0.00	500.00	-500.00	0.0%
Total Income	<u>39,227.49</u>	<u>218,200.00</u>	<u>-178,972.51</u>	<u>17.98%</u>
Expense				
52200 • Sewer Expenses				
241 • Electrical	1,744.99	12,500.00	-10,755.01	13.96%
254 • Engineering Services	0.00	2,000.00	-2,000.00	0.0%
258 • Permit Fees	127.41	700.00	-572.59	18.2%
260 • Operation & Maintenance Charges	9,897.27	59,040.00	-49,142.73	16.76%
261 • Grounds Maintenance	2,820.00	500.00	2,320.00	564.0%
299 • Misc	0.00	1,000.00	-1,000.00	0.0%
322 • Step Inspections	0.00	2,500.00	-2,500.00	0.0%
510 • Insurance	5,430.00	6,100.00	-670.00	89.02%
580 • Depreciation Expense	14,417.56	88,000.00	-73,582.44	16.38%
800 • Delinquency/Writeoffs	0.00	1,000.00	-1,000.00	0.0%
Total 52200 • Sewer Expenses	<u>34,437.23</u>	<u>173,340.00</u>	<u>-138,902.77</u>	<u>19.87%</u>
Total Expense	<u>34,437.23</u>	<u>173,340.00</u>	<u>-138,902.77</u>	<u>19.87%</u>
Net Ordinary Income	<u>4,790.26</u>	<u>44,860.00</u>	<u>-40,069.74</u>	<u>10.68%</u>
Other Income/Expense				
Other Income				
31021 - Grant Income	0.00	175,000.00	-175,000.00	0.0%
36100 • Interest Income	4,721.83	12,000.00	-7,278.17	39.35%
37195 • Capacity Fee	4,000.00	7,000.00	-3,000.00	57.14%
Total Other Income	<u>8,721.83</u>	<u>194,000.00</u>	<u>-185,278.17</u>	<u>4.5%</u>
Other Expense				
898 • Bond Interest	6,349.00	38,094.00	-31,745.00	16.67%
Total Other Expense	<u>6,349.00</u>	<u>38,094.00</u>	<u>-31,745.00</u>	<u>16.67%</u>
Net Other Income	<u>2,372.83</u>	<u>155,906.00</u>	<u>-153,533.17</u>	<u>1.52%</u>
Net Income	<u><u>7,163.09</u></u>	<u><u>200,766.00</u></u>	<u><u>-193,602.91</u></u>	<u><u>3.57%</u></u>

Debt Service Fund
Balance Sheet
As of August 31, 2024

Aug 31, 24

ASSETS

Current Assets

Checking/Savings

Apex Bank - Checking 189,264.03

LGIP - Debt Service 27,483.35

Total Checking/Savings 216,747.38

Total Current Assets 216,747.38

TOTAL ASSETS 216,747.38

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Other Current Liabilities

Due to General Fund 16,371.00

Total Other Current Liabilities 16,371.00

Total Current Liabilities 16,371.00

Total Liabilities 16,371.00

Equity

Retained Earnings 216,437.34

Net Income -16,060.96

Total Equity 200,376.38

TOTAL LIABILITIES & EQUITY 216,747.38

Debt Service Fund
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Ordinary Income/Expense		
Income		
36100 - Interest Income	154.60	310.04
Total Income	<u>154.60</u>	<u>310.04</u>
Expense		
219 - Emergency Comm Radios	0.00	16,371.00
Total Expense	<u>0.00</u>	<u>16,371.00</u>
Net Ordinary Income	<u>154.60</u>	<u>-16,060.96</u>
Net Income	<u><u>154.60</u></u>	<u><u>-16,060.96</u></u>

Debt Service Fund
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Ordinary Income/Expense				
Income				
36100 - Interest Income	310.04	8,000.00	-7,689.96	3.88%
Total Income	310.04	8,000.00	-7,689.96	3.88%
Expense				
219 - Emergency Comm Radios	16,371.00	16,371.00	0.00	100.0%
Total Expense	16,371.00	16,371.00	0.00	100.0%
Net Ordinary Income	-16,060.96	-8,371.00	-7,689.96	191.86%
Other Income/Expense				
Other Income				
36961 - Transfer from General	0.00	184,000.00	-184,000.00	0.0%
Total Other Income	0.00	184,000.00	-184,000.00	0.0%
Net Other Income	0.00	184,000.00	-184,000.00	0.0%
Net Income	<u>-16,060.96</u>	<u>175,629.00</u>	<u>-191,689.96</u>	<u>-9.15%</u>

City of Eagleville-State Street Aid
Balance Sheet
As of August 31, 2024

Aug 31, 24

ASSETS

Current Assets

Checking/Savings

 LGIP - State Street Aid 150,467.80

 100 - US Bank - Checking 122,052.40

Total Checking/Savings 272,520.20

Other Current Assets

 Due from General Fund 7,950.36

Total Other Current Assets 7,950.36

Total Current Assets 280,470.56

TOTAL ASSETS **280,470.56**

LIABILITIES & EQUITY

Equity

 350 - Fund Balance 278,979.22

 Net Income 1,491.34

Total Equity 280,470.56

TOTAL LIABILITIES & EQUITY **280,470.56**

City of Eagleville-State Street Aid
Profit & Loss
August 2024

	<u>Aug 24</u>	<u>Jul - Aug 24</u>
Income		
36100 - Interest Income	670.47	1,345.52
31730 - State of Tenn Gas Tax	2,506.19	4,987.35
Total Income	<u>3,176.66</u>	<u>6,332.87</u>
Expense		
43100 - Street Aid Expenses		
510 - Insurance	558.00	558.00
765 - Hwy & Street Permit Bond	0.00	100.00
260 - Repairs & Maintenance	1,276.37	1,276.37
247 - Street & Traffic Lights	1,507.16	1,507.16
248 - Contract Labor - Mowing	1,400.00	1,400.00
Total 43100 - Street Aid Expenses	<u>4,741.53</u>	<u>4,841.53</u>
Total Expense	<u>4,741.53</u>	<u>4,841.53</u>
Net Income	<u><u>-1,564.87</u></u>	<u><u>1,491.34</u></u>

City of Eagleville-State Street Aid
Profit & Loss Budget vs. Actual
July through August 2024

	<u>Jul - Aug 24</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Income				
36100 - Interest Income	1,345.52	4,000.00	-2,654.48	33.64%
31730 - State of Tenn Gas Tax	4,987.35	28,300.00	-23,312.65	17.62%
Other Financing Source / Uses				
48500 - Transfer frm Gen. Fund	0.00	50,000.00	-50,000.00	0.0%
Total Other Financing Source / Uses	<u>0.00</u>	<u>50,000.00</u>	<u>-50,000.00</u>	<u>0.0%</u>
Total Income	<u>6,332.87</u>	<u>82,300.00</u>	<u>-75,967.13</u>	<u>7.7%</u>
Expense				
43100 - Street Aid Expenses				
900 - Capital Outlay	0.00	184,400.00	-184,400.00	0.0%
510 - Insurance	558.00	627.00	-69.00	89.0%
765 - Hwy & Street Permit Bond	100.00			
260 - Repairs & Maintenance	1,276.37	7,000.00	-5,723.63	18.23%
247 - Street & Traffic Lights	1,507.16	17,000.00	-15,492.84	8.87%
248 - Contract Labor - Mowing	1,400.00	8,400.00	-7,000.00	16.67%
254 - Engineering	0.00	3,000.00	-3,000.00	0.0%
342 - Signs	0.00	600.00	-600.00	0.0%
Total 43100 - Street Aid Expenses	<u>4,841.53</u>	<u>221,027.00</u>	<u>-216,185.47</u>	<u>2.19%</u>
Total Expense	<u>4,841.53</u>	<u>221,027.00</u>	<u>-216,185.47</u>	<u>2.19%</u>
Net Income	<u><u>1,491.34</u></u>	<u><u>-138,727.00</u></u>	<u><u>140,218.34</u></u>	<u><u>-1.08%</u></u>

ITEM 8

Department Reports

- City Clerk
- City Engineer
- Fire Department
- Parks Department
- Police Department
- City Recorder



City of Eagleville

Chad Leeman, Mayor

To: Mayor and Council
From: Katy Sanderson
Date: 9/24/2024
Re: Fall Festival Update

Total Booths Rented	126 (up one from last year – space at capacity)
Total Vendors	105
New Vendors	42

Things we work on beginning in June:

- Send letters asking for sponsors
- Start promoting event for vendors – Monitor social media for spammers
- Start communicating with Merchants
- Update vendor application as needed and place on website
- Design and order t-shirts for staff & volunteers
- Create QR code
- Design and purchase signage for festival
- Rent road signs for closures
- Coordinate deputies to man road closures
- Reserve inflatables
- Reserve golf carts
- Reserve port-a-potties
- Reserve horse ring from Co-op
- Reserve purchase of straw from Co-op
- Secure entertainment
- Secure sound system
- Secure permission from school and churches for parking
- Reach out to citizens about property usage and other in kind donations
- Coordinate with CUD to have water hookup for water for horses and other needs
- Coordinate drivers for transportation: Lucky Ladd, tractor, golf carts

P.O. Box 68, 108 South Main St., Eagleville, TN 37060
T: (615) 274-2922 F: (615) 274-2977 www.EaglevilleTN.gov

This institution is an equal opportunity provider and employer

Things we do to prepare the two weeks prior:

- Sweep and Wash the streets
- Weedeat sidewalks and maintain city hall landscape
- Mow and weed eat donated properties
- Check for fire ants throughout entire festival area and contain as needed
- Secure the donated water meter from CUD
- Secure donated electronic signs for traffic
- Send letters to property owners affected by road closures
- Secure and set up donated corral from Co-op for horses
- Spread straw for horses and lay out bales for seats
- Secure picnic tables
- Meet with merchants to choose booth location
- Create map of booths and assign booths to all participants
- Spraypaint numbers on street for vendors
- Check for safety hazards and secure
- Hold regular staff meetings for updates
- Put out signage for event
- Monitor weather

Memo Summary report of G&M Eagleville Projects

From Will Owen <WOwen@griggsandmaloney.com>

Date Mon 9/23/2024 6:44 PM

To Hellyn Riggins <hriggins@eaglevilletn.gov>

 1 attachments (160 KB)

Memo - G&M project updates for Council - 9-23-24.pdf;

Hellyn,

Please see attached for summary memo on what I believe to be most (if not all) of the projects we are assisting the City with.

Let me know your thoughts or if any revisions are needed. If not, please feel free to forward to Council members and anyone else you see fit.

Thanks,



GRIGGS & MALONEY, INC.
745 S. CHURCH ST, STE 205
MURFREESBORO, TN 37130

Will Owen, P.E., C.F.M.

Principal & Vice-President

OFFICE: 615-895-8221

FAX: 615-895-0632

WOwen@GRIGGSANDMALONEY.COM

[www.griggsandmaloney.com]WWW.GRIGGSANDMALONEY.COM

MEMORANDUM:

To: Hellyn Riggins, Chad Leeman
From: Will Owen, P.E.
CC: City Council & Staff
Date: September 23, 2024
Re: Project Updates

Per your request, please see below for various project updates for City of Eagleville projects:

1) Public Safety Complex

Site observations were made on 9/14/24 during a rainfall event to evaluate drainage performance of the site. Generally, the site was built to the design specifications and performs as intended however there are a few locations that need attention. These items have been brought to the contractor's attention and they are working on addressing them. Each of the items listed have a relatively simple solution with possibly an exception to item b.

- a. The new entrance to the Police portion of the bank building has some ponding water with approximate depth of 1". Contractor has developed a potential solution to provide a flow path to the nearby curb inlet by saw-cutting a shallow, 1"-2" wide channel into the asphalt along the face of the curb.
- b. A parking stall to the left of the new police entrance has some ponding water with approximate depth of 1". This shallow ponding area is a result of a slight high spot that occurred in the asphalt surface between the ponding area and the nearby curb inlet. There are two potential solutions that both have the potential to result in less than ideal outcomes. 1) a milling machine could be used to remove the high-spot to allow positive flow to the curb inlet. This would result in a slightly different finished look to the asphalt in this area and would certainly result in a noticeable aesthetically different appearance; 2) this general area could be milled out and a new asphalt surface layer be installed. The parking lot in this area has constraints that require a very minimal slope (1%-2%). These minimal slopes can be challenging to consistently accomplish so there is no guarantee that the re-worked section would perform better than what is currently in place. Additionally, it would result in what will look like an asphalt "patch" in that area with additional asphalt seams around the perimeter of the re-worked area. I would suggest leaving this area alone for the time being and evaluate it

throughout the warranty period. If that evaluation results in desiring to have the ponding water corrected, it can be addressed prior to the expiration of the warranty.

- c. Some additional fine grading will need to occur behind the utility building to provide positive flow towards the parking area and on to the asphalt surface.
- d. Some additional fine grading is needed along the flow path of the concrete discharge flume that drains the rear parking area into the detention pond.

2) New Town Road and Drainage Improvements

As discussed at the work session on 9/17/24, the drainage improvement components can be designated as an additive alternate in the bid packet. This means that contractor's submitting a bid for the paving will also include pricing for the drainage components as an add-on to the paving scope of work. If the additional cost for the drainage work is acceptable to Council, it can be included in the project work. If the costs are more than what the budget allows for, the Council can omit the drainage work and proceed with just the paving scope of work.

Hellyn asked me to include a per linear foot cost for repaving a road – resurfacing a two-lane road with a 1.5” overlay has a current cost of approximately \$30 per linear foot. This would not include any milling or removal of existing asphalt, nor any full depth repairs of poor base material, nor any striping.

3) Demolition of Existing Fire and Police Buildings & Construct Parking Area

It is understood that Council desires for the existing fire and police buildings adjacent to City Hall be demolished and a paved parking area be constructed. It is recommended that the building demolition activities be conducted independent of any grading or paving for the future parking lot. The parking lot grading and paving can be incorporated into the New Town paving project and be performed this coming Spring. This will allow time to conduct the building demolitions through the next few months and have the site ready for parking lot construction at the start of paving season in the spring.

4) Cheatham Springs Road – Curve Improvements

This scope of work is to extend the existing edge of pavement on each side of the road as much as possible without having to relocate any existing utilities. It is meant to provide just a little more

room for vehicles navigating the 90-degree curve. It is a nominal cost compared to the New Town paving scope of work and will be included in the New Town bid packet as an additive alternate similar to the New Town drainage improvements.

5) Stephenson Farms (Webb Road) Development

Developer has indeed committed to a paved access drive to the area where the STEP system treatment components and the drip fields will be located. This access drive will be required to be constructed prior to any lots are officially created (i.e. no final plat can be recorded until the access drive is installed).

6) Winterbrooke Manor (College Grove Road) Development

Road improvements to College Grove Road are being incorporated into the annexation actions so that the City has some guarantees that the Developer will be responsible for the road improvements to College Grove Road and not the City.

7) Las Fiestas – Sprinkler System

The flood modeling study that was previously conducted for the development of the corner parcel (Fogle parcel) included the evaluation of the cumulative effects of the placement of fill on all parcels within the study area. The study area included the Las Fiestas parcel. As such, this study revealed that the placement of fill material within the parcels located within the study area would not result in an increase of more than 1' to the FEMA base flood elevations which is the FEMA regulation in this area. As such, it is recommended that the City allow backfill material around the sprinkler vault as required by CUD in order for the sprinkler system to be fully operational.

8) Eagleview Drainage Improvements

In response to citizens concerns about nuisance and safety issues, the City asked the developer to consider drainage improvements within the open space parcel behind Golden Talon Ct. and Black Eagle Way to help reduce/eliminate the issues described by the citizens. Recently a low-flow, concrete bottom channel was installed by the developer. The intent of this improvement was to provide a hard surfaced flow path that is not susceptible to erosion or settling (which promotes stagnant standing water) in an attempt to reduce the stagnant pools of water that were developing

along the flow path as a result of minimal slopes in the field and sediment deposit build-ups along the flow path which created mini “dams” that were holding water back and creating the standing pools of water. The goal is to push the ponding water into the adjacent wetlands areas and as far away from the rear yards of the Eagleview lots that back up to the open space. The installed improvements will be evaluated throughout the coming months to determine their effectiveness.

9) ARP Funded Sewer Projects

These projects are progressing along the grant timeline and have included recent milestones of Council’s consideration of bringing GNRC on board to assist with the grant administration. These projects will continue to progress accordingly with goals of meeting the final milestone deadline of September, 2026 to have all plans and specifications completed.

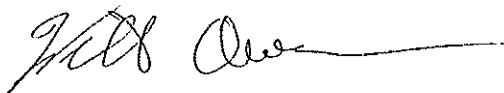
10) TDOT Multi-modal Grant Project

This project is continuing into the Environmental Review stage. Preliminary plans and specifications will be developed after the environmental clearance is obtained which is estimated to be Summer 2025.

11) TDOT TAP Grant Project

This project has received full environmental clearance and preliminary design plans are currently being developed. It is anticipated that a draft set of plans will be presented to Council in the first quarter of 2025 with a targeted bid opening around July/August 2025 and construction starting in Fall 2025.

Sincerely,
GRIGGS & MALONEY, INC.

A handwritten signature in black ink, appearing to read 'Will Owen', followed by a long horizontal line.


Will Owen, P.E.
Principal & Vice-President

Memo Summary report of G&M Eagleville Projects

From Will Owen <WOwen@griggsandmaloney.com>

Date Mon 9/23/2024 6:44 PM

To Hellyn Riggins <hriggins@eaglevilletn.gov>

 1 attachments (160 KB)

Memo - G&M project updates for Council - 9-23-24.pdf;

Hellyn,

Please see attached for summary memo on what I believe to be most (if not all) of the projects we are assisting the City with.

Let me know your thoughts or if any revisions are needed. If not, please feel free to forward to Council members and anyone else you see fit.

Thanks,



GRIGGS & MALONEY, INC.
745 S. CHURCH ST, STE 205
MURFREESBORO, TN 37130

Will Owen, P.E., C.F.M.

Principal & Vice-President

OFFICE: 615-895-8221

FAX: 615-895-0632

WOwen@GRIGGSANDMALONEY.COM

[www.griggsandmaloney.com]WWW.GRIGGSANDMALONEY.COM

Fire Department Report – Eagleville Council Meeting 9/24/2024

Good evening, Mayor and Council,

The following are calls responded to by EFD from the last council meeting on July 23, 2024 to today:

Total Calls – 29

11	EMS Assist
6	EMS FD First
2	Veh Fire
1	Power Lines down
1	Cancelled Enroute
1	Fire Alarm
3	Public Service
1	Assist PD
1	Smoke Odor Out.
2	MVA

The Call volume at this time last year was #197. As of today, we are at run #303. This amount of increase has put us at a 65% increase over last year at this time. It is my hope that we can move forward with additional personnel in the very near future.

I am happy to announce that Lt. Kyle Maxwell has completed an upper-level State Fire Instructor II class at the TN State Fire Academy this past week. Lt. Maxwell is a very important part of our team, and we appreciate him very much! Sgt. Barrett is currently in Aerial Apparatus School at the academy. Sgt. Weaver will attend the Advanced Pump Class at the academy as well, in 3 weeks.

We are assisting with the roll out of new station every day, working on fine details and making sure things are finished, along with items assembled and placed are in their correct positions.

The new education trailer is now in our possession, we are evaluating it and receiving bids for striping and lettering, amongst other internal fixes. Thank you to Eagleville Storage for the spot in which it is parked and we are very grateful for having it in close proximity to our downtown. Thank you to the City of Lavergne for this amazing donation to our department, we will certainly make great use of it for many years to come.

As Chief, I want to thank each of you for your support. We are very excited to begin the new chapter of our department within the walls of our new station. This station will certainly serve in multiple ways for decades to come! Our FF's are very excited for this new beginning!

Lastly, if any of you have any questions, please feel free to contact me at any time.

Thank you for your support,

J. Armstrong

EAGLEVILLE PARKS DEPT.
P.O. Box 68
108 South Main St.
Eagleville, TN 37060



PARKS Mgr. KEVIN YORK
CELL – (931) 808-3079
FAX - (615) 274-2977
kyork@eaglevilltn.gov

Eagleville Roads and Maintenance to City Hall

9/24/24

- 1) Yield sign was contracted out and moved at the intersection of 99 and 41
- 2) Caution Marker were installed and waiting to install a stop sign on the Clark St bridge

Eagleville Parks Report

9/24/24

The following is a list of projects that are done at the park

- 1) Painted the maroon to gray of the exterior of the building
- 2) Replaced lights that are out on the ballfields were completed
- 3) Fall League and Incrediball is still continuing

Kevin York

Park Manager

EAGLEVILLE POLICE DEPT.
P.O. Box 68
108 South Main St.
Eagleville, TN 37060



Chief Dave Breniser
CELL – (615) 203-2781
FAX - (615) 274-2977
dbreniser@eaglevilletn.gov

Eagleville Police Report to City Council

9/24/2024

- 1) Preparations continue for this years Fall Festival
 - a) 6 Deputies' have been reserved for the necessary road closer posts.
 - b) Message boards have been placed at Hwy 99 and south main street and on Hwy 41-a at the split in Kirklint giving people advanced notice of the event and the upcoming road closer this Saturday.
 - c) T-dot and Chris Clark from the Rutherford County emergency management office have been notified as well.
 - d) All necessary detour signage has been secured and will be picked up on Friday.
 - e) Security measures are in place including a plan for volunteers to follow regarding lost or missing children.
- 2) Plans have been submitted and approved for T-dot to provide and install signs for semi-truck traffic to not use their engine retarder braking system (jake brake). These signs will be posted at the City Limits where the 40 mph zones begin on Hwy 41-A. Also, T-dot will also provide new cautions signs to be place in the appropriate locations warning traffic of the possibility of Fire Trucks interring the Hwy.
- 3) Update on hiring for open Police Officer positions. EPD has been attending local job fair opportunity's and have collected applications for these open position. Some interviews are being scheduled base on the appropriate qualifications of the applicant.
- 4) I will be attending parts of the current T.A.C.P. meeting in Cool Springs for in-service reasons o Sept, 25th thru Sept, 27th.
- 5) On Sunday, Sept, 29th. Officer Josh Bieber will start his training at the Tennessee Law Enforcement Training Academy. (T.L.E.T.A.). He will be the for the next 12 weeks.

x 

Police Chief Dave Breniser

Eagleville Police Department.

Recorder's Report

TO: MAYOR AND COUNCIL

FROM: CITY RECORDER

The effort to address the public's access to online documents, continues. To date, the following have been uploaded:

- All 2024 resolutions
- Council minutes for 2023 & 2024
- Planning Commission minutes for 2023 & 2024

A new feature has been added to make it easier for the public to review agenda items more in depth. Beginning with tonight's meeting, Council packets will be posted to the City's website.

The new City Seal has made its debut on City letterhead and City documents. The feedback has been positive.

Christina Rivas
City Recorder

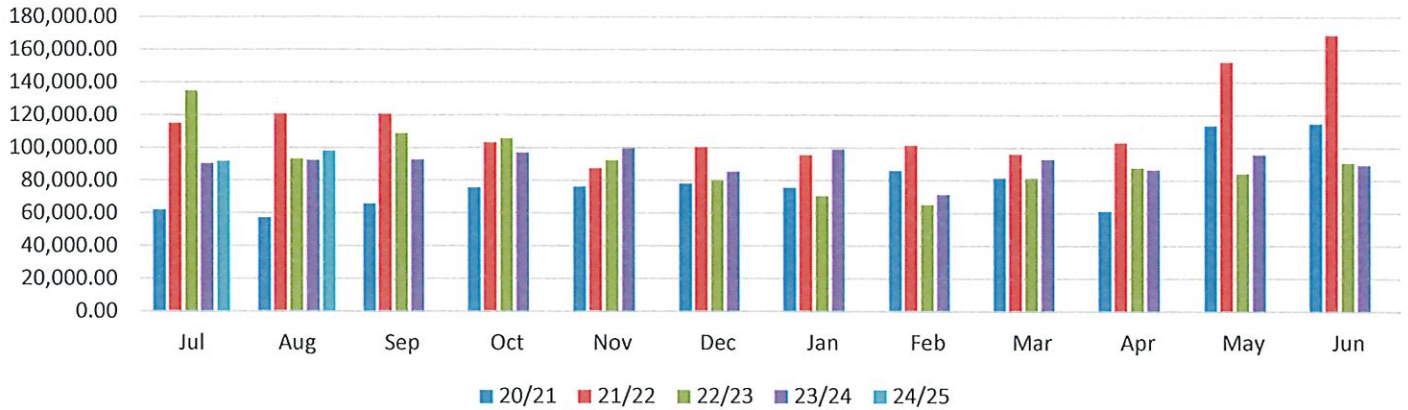
September 24, 2024

ITEM 9 City Manager Report



City Manager's Report August 26, 2024

Sales Tax



Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
62,283.90	57,255.22	65,887.02	75,849.69	76,643.78	78,265.43	75,711.21	86,153.30	81,655.67	61,534.80	113,846.19	115,045.45
115,005.53	120,682.18	120,680.70	103,347.59	87,547.68	100,427.24	95,647.29	101,466.12	96,133.53	103,284.36	152,570.06	168,927.99
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										

FY 2023-2024 Building Permits & Codes

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
New Res.	0	1	0	0	0	0	0	0	0	0	0	0	0
Res Add.	0	0	0	0	0	0	0	1	2	2	1	0	0
Res. Plumb/Mech	0	0	0	0	1	0	0	0	0	0	0	0	0
Res. Other/Accessory	0	0	1	0	0	0	0	0	0	0	0	0	0
New Com.	0	0	0	0	0	0	0	0	0	0	0	0	1
Com. Add.	0	0	0	1	0	0	0	0	0	0	0	0	0
Com. Plumb/Mech/Gas	0	0	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	0	0	0	0	0	0	0	0	0	0	6
Pool	0	0	0	0	0	0	0	0	2	0	0	2	1
Sewer Capac.	0	1	0	0	0	0	0	0	0	0	0	0	0
Violation Notice	0	0	0	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:

1. Salem Creek properties has expressed an interest to annex the College Grove corner property (98 acres) (informally called Scales property) into the City, no application has been filed but anticipated.
2. It is anticipated that next month, an application will come in requesting the Moore property to be annexed, which will be referred to Planning.

City Manager: (1) I will always make myself available to any council member to discuss current or on-going concerns with the City. (2) August financials are in your packet. (3) Tonight you will be asked to annex three properties on College Grove Road, and the section of roadway in front of those properties. (4) I have been informed that TDOT is ready to meet with Mayor Leeman and me to discuss site distance on Webb Road. We will be setting that up. (5) The Long Range Committee continues to meet. We are reviewing the Long Range Plan, now including the Urban Growth Boundary and changes to our Zoning Ordinance. Those changes will come before the Council once completed.

Pending Projects: (1) UPDATE: Laserfiche is up and running. The next steps are to move documents into the program. Organization of City Records, Getting Records saved to Cloud, Continuing Review of Zoning Ordinance and other City Ordinances. The software approved by Council will assist greatly in this. (2) Our contract with Tischler Bise has been signed. They are to be getting with me this week to let me know what data I need to provide to get started on our study. (3) Signs for Park, Welcome and Public Safety Center have all been approved with down payments made. (4) City Manager is taking training in order to be eligible for ARPA grants. (5) City Manager is preparing an Ordinance to reduce speed limit on 99 from city limits to 41a, and also reaffirm speed limits on other streets. (6) Council needs to decide if they want to pursue another request to amend the Charter to increase the residency time before being on the Council. (7) City Manager is required to take 17 hours training to become a Flood Administrator for the City. Also is working with FEMA on requirements that they have for City to stay in Flood Program. (8) City Manager also has to get 32 hours for AICP and 16 hours for CMFO.

Budget News: (1) Auditor will begin reviewing our records soon. Budget accepted by Comptroller.

Finance Report: Mike Walker gave an update on the PSC at the Work Session. He is available to answer any questions.

Planning/Codes: 1. A letter will go out to Las Fiestas that they can work with City and CUD to grade/fill just around the sprinkler box to turn on sprinkler system. Other fill/grading will have to be approved by the Planning Commission 2. Three zoning letters to three properties have gone out. Camper: has been unplugged and cleaned up. It was being used as storage. On same property, inoperable car was removed. On Iris Street, several cars were made operable and some were removed.

Streets and Drainage: On your agenda is an item to move forward with paving New Town, or paving and improving drainage. Up for consideration is to also pave the curve at Cheatham Springs and to demolish the old police/fire building and replace with a paved parking lot. On the agenda I am asking you to approve Will Owen to start the RFP process and then once bids come in, we can determine how we proceed.

Sewer: No updates.

Engineering Report: Please see report by Will Owen for general updates.

Public Safety Facility: We are finalizing the building with checking off items on the punch list. Some recent items that have come up are gutters to be added to storage building, guardrail on roof near AC unit, paving of parking lot has some spots. Mike Walker is working with City to pay for from contingency.

Parks & Recreation/Maintenance: See report in packet from Kevin York.

Events: Fall Festival. See report in packet from Katy Sanderson.

Upcoming Meetings/Events:

September 28, 2024	Eagleville Fall Festival, 9:00 a.m. to 3:00 p.m. (Streets closed 6:30 a.m. 4:00 p.m.)
September 30, 2024	Grand Opening/Ribbon Cutting Wild Roots Salon, 1:00 p.m.
October 14, 2024	Planning Commission/BZA/Design Review 6:00/6:30 p.m.
October 15, 2024	Eagleville Municipal Court, 11:00 a.m. CANCELED
October 17, 2024	Council Work Session, 7:00 p.m.
October 24, 2024	Council Regular Meeting, 7:00 p.m. (Note meetings are back to back)
October 26, 2024	David W. Rigsby, Sr Public Safety Center Ribbon Cutting, 2:00 p.m. – 4:00 p.m.

NOTE: City Manager may have to be away November 11 – 22. Still to be determined. If so, she will be available at night to answer emails, and work with Mayor and Council to establish protocol.

ITEM 11a Resolution 2024-006

Prepared By: Hellyn R. Riggins, City Manager
PO Box 68, Eagleville TN 37060

RESOLUTION 2024-006

**A RESOLUTION TO ADOPT A PLAN OF SERVICES TO ANNEX INTO
THE CITY OF EAGLEVILLE, TENNESSEE A PORTION OF COLLEGE
GROVE ROAD, VARYING RIGHT OF WAY WIDTHS FROM 45 TO 60
FEET IN WIDTH, AND A LENGTH OF APPROXIMATELY .47
(APPROXIMATELY 2,500 FEET) OF A MILE FROM THE
WILLIAMSON COUNTY LINE TO THE EASTERN BOUNDARY OF 309
COLLEGE GROVE ROAD, ALL WITHIN THE EAGLEVILLE URBAN
GROWTH**

WHEREAS, the Owner(s) of the territory identified on the attached map as the “Area Annexed” has either petitioned for annexation or given written consent to the annexation of such territory; and

WHEREAS, a Plan of Services for such territory was prepared and published as required by TCA 6-51-102 and 6-51-104; and,

WHEREAS, the Proposed Plan of Service was submitted to the Eagleville Planning Commission on September 9, 2024 for its consideration and a written report, at which time the Planning Commission held a public hearing and thereafter recommended approval of the Plan of Services to the City Council; and,

WHEREAS, a Public Hearing on the Proposed Plan of Services was held before the City Council of the City of Eagleville, Tennessee on September 24, 2024, and notice thereof published in a newspaper of general circulation; and,

WHEREAS, the Plan of Service for the territory identified on the attached map as the “Area to be Annexed” establishes the scope of services to be provided and the time of such services and satisfies the requirements of TCA 6-51-102; and

WHEREAS, Property Owners of Parcels 120 2303, 120 2310 and 120 2312 have requested these parcels to be in the City Limits and the City has agreed, subject to road improvements as a part of any initial phase of any proposed development submittal for the property being considered for annexation, College Grove Road improvements will be required to be made as indicated and shown within a plan set created by SEC, Inc. entitled “Winterbrooke Manor Subdivision – Phase 1 – Offsite Road Improvements” consisting of six (6) plan sheets with improvements generally depicted as follows: improvements to start at the intersection of College Grove Road and extend approximately 3,520 linear feet to the west and consisting of a minimum paved width of 24’ including full depth widening of approximately 7’ on the south side of the existing road (full depth widening to consist of 8” compacted stone base and 3” asphalt binder); a 1.5” thick asphalt overlay of the full 24’ roadway width; 2’ wide gravel shoulders on both sides of the road; regrading the roadside ditches on both sides of the road; repair and replace existing driveways

including new driveway culverts; relocation of existing utility lines as required by any utility providers; and proper stabilization of ditch lines and all other ground disturbances. As some of the road improvements are in Rutherford County, coordination will be required.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLEVILLE, TENNESSEE, AS FOLLOWS:

SECTION 1. That, pursuant to authority conferred by the TCA Sections 6-51-102, et seq, the Plan of Services attached hereto for the territory identified on the attached map as the “Area to be Annexed” is hereby adopted as it is reasonable with respect to the scope of services to be provided and the timing of such services.

SECTION 2. That this Resolution shall take effect upon the effective date of the Annexation Resolution with respect to the territory, Resolution 2024-008, the public welfare and welfare of the City requiring it.

WHEREUPON, the Mayor declared the resolution adopted, affixed a signature and the date thereto, and directed that the same be recorded.

Chad Leeman, Mayor

Date

Christina Rivas, City Recorder

Date

Approved as to Form and Legality this 24 day of September, 2024

Stephen Aymett, City Attorney

ATTACHMENT A
OF RESOLUTION 2024-006

**A PLAN OF SERVICES FOR THE ANNEXATION OF ROADWAY, A PORTION OF
COLLEGE GROVE ROAD, VARYING RIGHT OF WAY WIDTHS FROM 45 TO 60
FEET IN WIDTH, AND A LENGTH OF APPROXIMATELY .47 (APPROXIMATELY
2,500 FEET) OF A MILE FROM THE WILLIAMSON COUNTY LINE TO THE
EASTERN BOUNDARY OF 309 COLLEGE GROVE ROAD, ALL WITHIN THE
EAGLEVILLE URBAN GROWTH**

The Tennessee Code Annotated § 6-51-102 requires that a plan of services be adopted by the municipal governing body prior to passage of an annexation ordinance; and the area proposed for annexation into the City is within the City's Urban Growth Boundary, as required by law, and is described as follows:

ANNEXATION OF PROPERTY

This annexation consists of the following property:

A PORTION OF COLLEGE GROVE ROAD, VARYING RIGHT OF WAY WIDTHS FROM
45 TO 60 FEET IN WIDTH, AND A LENGTH OF APPROXIMATELY .47
(APPROXIMATELY 2,500 FEET) OF A MILE FROM THE WILLIAMSON COUNTY LINE
TO THE EASTERN BOUNDARY OF 309 COLLEGE GROVE ROAD, ALL WITHIN THE
EAGLEVILLE URBAN GROWTH

Section 1. Pursuant to the provisions of T.C.A. § 6-51-102, there is hereby adopted, for the area bounded as described above, the following plan of services:

A. Police

1. 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, Tennessee.
2. 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.

B. Fire Services

1. 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, Tennessee.

C. Water

1. Water is provided by the local utility company, Consolidated Utility District, with rates and conditions of approval at the discretion of the utility company.
2. 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.

D. Wastewater

This annexation is for Roadway only.

E. Garbage Collection

This annexation is for Roadway only.

F. Streets

1. The City will commence maintenance of the roadway as part of the annexation.

G. Schools

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

H. Inspections and Code Enforcement

This annexation is for Roadway only.

I. Zoning

This annexation is for Roadway only. The Roadway will be assigned R-2 (Medium Density PRD) Per Ordinance 2023-010.

J. Street Lighting

1. The road does not currently have street lighting. If deemed necessary by a city study, lights may be provided.

K. Recreation

1. No residents live on the roadway; therefore, recreation does not pertain to this annexation.

ITEM 11b Resolution 2024-007

Prepared By: Hellyn R. Riggins, City Manager
PO Box 68, Eagleville TN 37060

RESOLUTION 2024-007

**RESOLUTION TO ADOPT A PLAN OF SERVICES FOR 68.21 ACRES LOCATED
ALONG A STRETCH OF COLLEGE GROVE ROAD (TAX MAPS 120 02312, 120 02303
AND 120 02310) KZO FRANKLIN PROPERTIES, APPLICANT**

WHEREAS, the Owner(s) of the territory identified on the attached map as the “Area Annexed” has either petitioned for annexation or given written consent to the annexation of such territory; and

WHEREAS, a Plan of Service for such territory was prepared and published as required by TCA 6-51-102 and 6-51-104; and,

WHEREAS, the Proposed Plan of Services was submitted to the Eagleville Planning Commission on September 9, 2024 for its consideration and a written report, at which time the Planning Commission held a public hearing and thereafter recommended approval of the Plan of Services to the City Council; and,

WHEREAS, a Public Hearing on the Proposed Plan of Services was held before the City Council of the City of Eagleville, Tennessee on September 24, 2024, and notice thereof published in a newspaper of general circulation; and,

WHEREAS, the Plan of Service for the territory identified on the attached map as the “Area to be Annexed” establishes the scope of services to be provided and the time of such services and satisfies the requirements of TCA 6-51-102; and

WHEREAS, Property Owner(s) of Parcels 120 2303, 120 2310 and 120 2312 have requested these parcels to be in the City Limits and the City has agreed subject to road improvements as a part of any initial phase of any proposed development submittal for the property being considered for annexation. College Grove Road improvements will be required to be made as indicated and shown within a plan set created by SEC, Inc., entitled “Winterbrooke Manor Subdivision – Phase 1 – Offsite Road Improvements” consisting of six (6) plan sheets with improvements generally depicted as follows: improvements to start at the intersection of College Grove Road and extend approximately 3,520 linear feet to the west and consisting of a minimum paved width of 24’ including full depth widening of approximately 7’ on the south side of the existing road (full depth widening to consist of 8” compacted stone base and 3” asphalt binder); a 1.5” thick asphalt overlay of the full 24’ roadway width; 2’ wide gravel shoulders on both sides of the road; regrading the roadside ditches on both sides of the road; repair and replace existing driveways including new driveway culverts; relocation of existing utility lines as required by any utility providers; and proper stabilization of ditch lines and all other ground disturbances. Some of the road improvements are in Rutherford County and will need coordination with the County.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLEVILLE, TENNESSEE, AS FOLLOWS:

SECTION 1. That, pursuant to authority conferred by the TCA Sections 6-51-102, et seq, the Plan of Services attached hereto for the territory identified on the attached map as the “Area to be Annexed” is hereby adopted as it is reasonable with respect to the scope of services to be provided and the timing of such services.

SECTION 2. That this Resolution shall take effect upon the effective date of the Annexation Resolution with respect to the territory, Resolution 2024-009, the public welfare and welfare of the City requiring it.

WHEREUPON, the Mayor declared the resolution adopted, affixed a signature and the date thereto, and directed that the same be recorded.

Chad Leeman, Mayor Date

Christina Rivas, City Recorder Date

Approved as to Form and Legality this 24 day of September, 2024

Stephen Aymett, City Attorney

ATTACHMENT A
OF RESOLUTION 2024-007

**A PLAN OF SERVICES FOR THE ANNEXATION OF APPROXIMATELY 68.21
ACRES LOCATED ALONG A STRETCH OF COLLEGE GROVE ROAD (TAX MAPS
120 02312, 120 02303 AND 120 02310), KZO FRANKLIN PROPERTIES, APPLICANT**

The Tennessee Code Annotated § 6-51-102 requires that a plan of services be adopted by the municipal governing body prior to passage of an annexation ordinance; and the area proposed for annexation into the City is within the City's Urban Growth Boundary, as required by law, and is described as follows:

ANNEXATION OF PROPERTY

This annexation consists of the following property:

APPROXIMATELY 68.21 ACRES LOCATED ALONG A STRETCH OF COLLEGE GROVE
ROAD (TAX MAPS 120 02312, 120 02303, AND 120 02310)

Section 1. Pursuant to the provisions of T.C.A. § 6-51-102, there is hereby adopted, for the area bounded as described above, the following plan of services:

A. Police

1. 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.
2. 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.

B. Fire Services

1. 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, Tennessee.

C. Water

1. Water is provided by the local utility company, Consolidated Utility District, with rates and conditions of approval at the discretion of the utility company.
2. 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.

D. Wastewater

The applicant will construct a, or enter into an agreement with an existing, STEP System as approved by the City of Eagleville, TN and the Tennessee Department of Conservation and Environment, to be managed by Consolidated Utility District and possibly later by another entity, including but not limited to the City of Eagleville. All dwellings constructed or any building containing water/wastewater must be tied into a STEP system or other City approved manner of disposal of wastewater. Disposal rates will be evaluated and residents will be required to pay for such service/convenience.

E. Garbage Collection

At this time, garbage collection is done privately. All Residents are eligible to utilize the Rutherford County Recycling/Trash Centers.

F. Streets

1. The City will commence maintenance of the roadway as part of the annexation.

G. Schools

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

H. Inspections and Code Enforcement

All construction will be required to have a permit issued by the City of Eagleville, Tennessee with inspections performed. The City will provide Code enforcement in the annexed area.

I. Zoning

The area will be assigned R-2 (Medium Density PRD) zoning, per Ordinance 2023-010.

J. Street Lighting

1. Street lighting will be considered during the Subdivision process as needed and appropriate for the area.

K. Recreation

1. All residents in the annexed area are eligible to partake of the City's park and future areas of recreation in the same manner as existing residents.

ITEM 11c Resolution 2024-008

Prepared By: Hellyn R. Riggins, City Manager
PO Box 68, Eagleville TN 37060

RESOLUTION 2024-008

A RESOLUTION TO ANNEX INTO THE CITY OF EAGLEVILLE, TENNESSEE A PORTION OF COLLEGE GROVE ROAD, VARYING RIGHT OF WAY WIDTHS FROM 45 TO 60 FEET IN WIDTH, AND A LENGTH OF APPROXIMATELY .47 (APPROXIMATELY 2,500 FEET) OF A MILE FROM THE WILLIAMSON COUNTY LINE TO THE EASTERN BOUNDARY OF 309 COLLEGE GROVE ROAD, ALL WITHIN THE EAGLEVILLE URBAN GROWTH

WHEREAS, the Owner(s) of the territory identified on the attached map as the "Area Annexed" has either petitioned for annexation or given written consent to the annexation of such territory; and

WHEREAS, a Plan of Service for such territory was adopted by Resolution 2024-006 on August September 24, 2024; and

WHEREAS, the Planning Commission held a public hearing on the proposed annexation of such territory on September 9, 2024 and recommended approval of the annexation; and,

WHEREAS, the City Council held a public hearing on the proposed annexation of such territory on September 24, 2024; and,

WHEREAS, a Zoning District of R-2 PRD will be assigned to the road once annexed in accordance with Ordinance 2023-010; and

WHEREAS, Property Owner(s) of Parcels 120 2303, 120 2310 and 120 2312 has requested these parcels to be in the City Limits and the City has agreed subject to road improvements as a part of any initial phase of any proposed development submittal for the property being considered for annexation, College Grove Road improvements will be required to be made as indicated and shown within a plan set created by SEC, Inc., entitled "Winterbrooke Manor Subdivision – Phase 1 – Offsite Road Improvements" consisting of six (6) plan sheets with improvements generally depicted as follows: Improvements to start at the intersection of College Grove Road and extend approximately 3,520 linear feet to the west and consisting of a minimum paved width of 24' including full depth widening of approximately 7' on the south side of the existing road (full depth widening to consist of 8" compacted stone base and 3" asphalt binder); a 1.5" thick asphalt overlay of the full 24' roadway width; 2' wide gravel shoulders on both sides of the road; regrading the roadside ditches on both sides of the road; repair and replace existing driveways including new driveway culverts; relocation of existing utility lines as required by any utility providers; and proper stabilization of ditch lines and all other ground disturbances. Some of the improvements are in Rutheford County and may need County Coordination; and

WHEREAS, the annexation of such territory is deemed beneficial for the welfare of the City of Eagleville as a whole.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLEVILLE, TENNESSEE, AS FOLLOWS:

SECTION 1. That pursuant to authority conferred by TCA Section 6-51-101 et seq, the territory identified on the attached map as the “Area Annexed” is hereby annexed to the City of Eagleville, Tennessee and incorporated within the corporate boundaries thereof.

SECTION 2. That this Resolution shall take effect upon the effective date as noted below in compliance with Zoning Ordinances, and the public welfare of the City requiring it.

WHEREUPON, the Mayor declared the resolution adopted, affixed a signature and the date thereto, and directed that the same be recorded.

Effective Date

Chad Leeman, Mayor

Date

Christina Rivas, City Recorder

Date

Approved as to Form and Legality this 24 day of September, 2024

Stephen Aymett, City Attorney

ITEM 11d Resolution 2024-009

Prepared By: Hellyn R. Riggins, City Manager
PO Box 68, Eagleville TN 37060

RESOLUTION 2024-009

A RESOLUTION TO ANNEX APPROXIMATELY 68.21 ACRES LOCATED ALONG A STRETCH OF COLEGE GROVE ROAD (TAX MAPS 120 02312, 120 02303 AND 120 023.10) AND INCORPORATE SAME WITHIN THE CORPORATE BOUNDARIES OF THE CITY OF EAGLEVILLE, TENNESSEE, KZO FRANKLIN PROPERTIES, APPLICANT

WHEREAS, the Owner(s) of the territory identified on the attached map as the "Area Annexed" has either petitioned for annexation or given written consent to the annexation of such territory; and

WHEREAS, a Plan of Services for such territory was adopted by Resolution 2024-007 on September 24, 2024; and,

WHEREAS, the Planning Commission held a public hearing on the proposed annexation of such territory on September 9, 2024 and recommended approval of the annexation; and,

WHEREAS, the City Council held a public hearing on the proposed annexation and plan of service of such territory on September 24, 2024; and,

WHEREAS, the current property owner, KZO Franklin Properties, and the City of Eagleville, Tennessee agreed to a Zoning District of R-2 PRD and worked together to create the specifics of the PRD requirements in Ordinance 2023-010 which shall become a part of this Annexation Resolution; and

WHEREAS, Property Owner(s) of Parcels 120 2303, 120 2310 and 120 2312 has requested these parcels to be in the City Limits and the City has agreed subject to road improvements as a part of any initial phase of any proposed development submittal for the property being considered for annexation, College Grove Road improvements will be required to be made as indicated and shown within a plan set created by SEC, Inc., entitled "Winterbrooke Manor Subdivision – Phase 1 – Offsite Road Improvements" consisting of six (6) plan sheets with improvements generally depicted as follows: Improvements to start at the intersection of College Grove Road and extend approximately 3,520 linear feet to the west and consisting of a minimum paved width of 24' including full depth widening of approximately 7' on the south side of the existing road (full depth widening to consist of 8" compacted stone base and 3" asphalt binder); a 1.5" thick asphalt overlay of the full 24' roadway width; 2' wide gravel shoulders on both sides of the road; regrading the roadside ditches on both sides of the road; repair and replace existing driveways including new driveway culverts; relocation of existing utility lines as required by any utility providers; and proper stabilization of ditch lines and all other ground disturbances. Some of the road improvements are in Rutherford County and may need to be coordinated with the County; and

WHEREAS, the annexation of such territory is deemed beneficial for the welfare of the City of Eagleville, Tennessee as a whole.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAGLEVILLE, TENNESSEE, AS FOLLOWS:

SECTION 1. That pursuant to authority conferred by TCA Section 6-51-101 et seq, the territory identified on the attached map as the "Area Annexed" is hereby annexed to the City of Eagleville, Tennessee and incorporated within the corporate boundaries thereof.

SECTION 2. That this Resolution shall take effect upon the effective date as noted below in compliance with Zoning Ordinances, and the public welfare of the City requiring it.

WHEREUPON, the Mayor declared the resolution adopted, affixed a signature and the date thereto, and directed that the same be recorded.

Effective Date

Chad Leeman, Mayor	Date
--------------------	------

Christina Rivas, City Recorder	Date
--------------------------------	------

Approved as to Form and Legality this 24 day of September, 2024

Stephen Aymett, City Attorney

ITEM 11k Approve or Deny Contract with GNRC

CONTRACT LGA-2025-4016
BETWEEN
CITY OF EAGLEVILLE MUNICIPAL GOVERNMENT
AND THE
GREATER NASHVILLE REGIONAL COUNCIL

This Contract, by and between the City of Eagleville Municipal Government ("CLIENT") and the Greater Nashville Regional Council ("GNRC"), is for the provision of Local Grant Assistance Services, as further defined in "Section A. Scope of Services." The CLIENT and GNRC may be referred to individually as a "Party" or collectively as the "Parties" to this Contract.

WHEREAS, the CLIENT is a member government of the Greater Nashville Regional Council (GNRC) which was established under TCA § 13-14-101, in part, to provide planning and economic development assistance to its members and the region; and

WHEREAS, GNRC has established an On-Call Local Grant Assistance Program to provide professional grant writing and grant administration services to its member communities on an as-needed basis; and

WHEREAS, the CLIENT desires to participate in the Program in order to gain access to services described in the Scope of Services; and

WHEREAS, this Contract governs the rights and obligations of each with respect to such engagement.

NOW THEREFORE, in consideration of the CLIENT'S fully paid membership dues to GNRC, as well as the mutual promises and covenants contained herein, and intending to be legally bound hereby, the Parties contract and agree as follows:

SECTION A. SCOPE OF SERVICES

GNRC agrees to provide, upon authorization from the CLIENT, one or more activities identified from the "Scope of Services" described in Exhibit A and incorporated into this Contract.

SECTION B. TERM OF CONTRACT

The Parties agree that this Contract will be effective for the period beginning on July 1, 2024 ("Effective Date") and ending on June 30, 2027 ("Term"). Neither party will have any obligation to the other for fulfillment of the Scope outside the Term.

SECTION C. PAYMENT TERMS AND CONDITIONS:

- C.1. Task Orders.** GNRC will perform work authorized by a "Task Order" in accordance with the activities described in the Scope of Services. The CLIENT will issue a Task Order that identifies the work to be performed, a schedule for those activities, a list of final deliverables, and budget detail indicating the maximum payment allowable for the task. Neither party will be bound to perform under the Task Order until both parties have

signed it. Nothing herein shall obligate the CLIENT to issue or GNRC to accept any minimum number of Task Orders.

- C.2. Compensation.** The maximum payment under each Task Order shall include all applicable taxes, fees, overhead, costs of insurance, and all other direct or indirect costs incurred or to be incurred by GNRC.
- C.3. Invoice Procedure.** GNRC will submit to the CLIENT an application for payment according to the schedule identified by each Task Order to the person identified in D.2, or their designee. Said application shall be accompanied by supporting documentation for expenses incurred in carrying out the Task Order, along with a written progress report detailing the work undertaken and accomplished during the period of invoicing.
- C.4. Travel Compensation.** Reimbursement to GNRC for travel, meals, or lodging is subject to amounts and limitations specified in the Tennessee Department of Finance and Administration "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Task Order associated with said reimbursement.

SECTION D. STANDARD TERMS AND CONDITIONS:

- D.1. Required Approvals.** Neither party is bound by this Contract until it is signed by the Parties and, if necessary, approved by appropriate officials in accordance with any applicable laws and regulations or bylaws.
- D.2. Communications and Contacts.** All instructions, notices, consents, demands, or other communications required or contemplated by this Contract shall be in writing and shall be made by a nationally recognized overnight delivery service with an asset-tracking system, or by email with recipient confirmation. All communications, regardless of method of transmission, will be addressed to the respective Party at the appropriate mailing address.

CLIENT:

HELLYN RIGGINS, CITY MANAGER
CITY OF EAGLEVILLE MUNICIPAL GOVERNMENT
108 S MAIN STREET, PO BOX 68
EAGLEVILLE, TN 37060
EMAIL: HRIGGINS@EAGLEVILLTN.GOV
PHONE: 615-274-2922

GNRC:

MICHAEL SKIPPER, EXECUTIVE DIRECTOR
GREATER NASHVILLE REGIONAL COUNCIL
44 VANTAGE WAY, SUITE 450
NASHVILLE, TN 37228
EMAIL: MSKIPPER@GNRC.ORG; CC: CONTRACTS@GNRC.ORG
PHONE # 615-880-3540

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- D.3. Modification and Amendment.** This Contract may be modified only by a written amendment signed by all Parties to this Contract and approved by appropriate officials in accordance with applicable Tennessee laws and regulations, and the bylaws of the Parties.
- D.4. Termination for Convenience.** Either Party may terminate this Contract for convenience without cause for any reason upon 30 days' written notice before the termination date. A termination for convenience will not be deemed a breach of contract by either Party. GNRC will provide the CLIENT with any outstanding deliverables (in their then-current state) and records that exist prior to the termination date. During the 30-day notice period, GNRC will continue to work on in-progress Task Orders that can (in its reasonable judgment) be completed prior to the termination date. Termination will not affect payment due for Task Orders that are completed prior to or during the notice period. Task Orders that have been partially completed before the termination date will be payable at a proportional rate that reflects work done through the termination date.
- D.5. Termination for Cause.** If either Party fails to perform its obligations under this agreement in a timely or proper manner or violates any terms of this agreement, the non-breaching Party shall have the right to terminate the agreement, with termination effective upon receipt of notice.
- D.6. Assignment and Subcontracting.** The GNRC will not assign this Contract or enter into a subcontract for any of the services provided under this Contract without the prior written approval of the CLIENT. Notwithstanding any use of the approved subcontractors, the GNRC will be the prime contractor and remain responsible for compliance with all terms and conditions of this Contract. The CLIENT reserves the right to request additional information or impose additional terms and conditions before approving an assignment of this Contract in whole or in part or the use of subcontractors in fulfilling the GNRC's obligations under this Contract.
- D.7. Conflicts of Interest.** The GNRC agrees that no part of the total Contract amount shall be paid directly or indirectly to an employee or officials of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent employee, subcontractors, or consultant to the CLIENT in connection with any work contemplated or performed relative to this Contract.
- D.8. Nondiscrimination.** The GNRC agrees that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of GNRC on the grounds of handicap and/or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. GNRC shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of discrimination.

- D.9. Maintenance of Records.** The GNRC will maintain documentation for all charges under this Contract, and any financial statements shall be prepared in accordance with generally accepted accounting principles. The books, records, and documents of the GNRC for work performed or money received under this Contract will be maintained at least five years from the date of the final payment or termination of the Contract and shall be subject to review by CLIENT upon reasonable written notice. CLIENT acknowledges that certain governmental entities or organizations may require GNRC to maintain records according to a different schedule, and CLIENT understands and agrees that records related to this Contract may be subject to review by the Comptroller of the Treasury or other persons or organizations.
- D.10. Strict Performance.** Failure by any Party to require, in any one or more cases, the strict performance of any of the terms, covenants, conditions, or provisions of this Contract will not be construed as a waiver or relinquishment of any term, covenant, condition, or provision. No term or condition of this Contract will be held to be waived, modified, or deleted except by a written amendment signed by the parties to this Contract.
- D.11. Independent Contractor; No Third-Party Beneficiary.** The Parties to this Contract will not act as employees, partners, joint venturers, or associates of one another. Nothing in this Contract will be construed to create an employer/employee relationship or to allow either Party to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one Party are not the employees or agents of the other Party. There are no third-party beneficiaries to this Contract.
- D.12. Tennessee Department of Revenue Registration.** The GNRC will comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608.
- D.13. Suspension and Debarment.** The GNRC warrants that no part of the total Contract Amount shall be paid directly or indirectly to entities who are debarred or suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs under Executive Order 12549 of February 18, 1986 (3 CFR, 1986 Comp., p. 189). The GNRC will provide immediate written notice to the CLIENT if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified.
- D.14. Lobbying.** GNRC certifies, to the best of its knowledge and belief, that:
- a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

- b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with is grant, loan, or cooperative agreement, GNRC shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- c. GNRC shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-grants, subcontracts, and contracts under grants, loans, and cooperative agreements) and that all subrecipients of federally appropriated funds shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into and is a prerequisite for making or entering into this transaction imposed by Section 1352, title 31, *U.S. Code*.

- D.15. Insurance.** The GNRC will carry adequate liability and other appropriate forms of insurance, including worker compensation insurance when required by law.
- D.16. Ownership of Deliverables.** Provided the GNRC has been fully paid for its services, the CLIENT Deliverables created by GNRC as part of the Scope of Services are the property of CLIENT unless otherwise provided for in writing by the CLIENT. "Deliverables" includes without limitation forms, documents, written information, reports, background check documentation, or exhibits produced by GNRC for the CLIENT in the performance of the Scope of Services of this Contract. After completion or termination of the Contract and upon written request by the CLIENT, GNRC will provide to the CLIENT any Deliverables that have not been previously transmitted to the CLIENT. Notwithstanding anything in this paragraph to the contrary, however, GNRC may keep copies of Deliverables and any other records in order to fulfill its obligations under public records laws, grant monitoring agreements, or other obligations of law or contract.
- D.17. Intellectual Property and Other Property Rights.** GNRC may develop certain materials, tools, applications, or processes (collectively "Tools") to assist it in carrying out the Scope of Services. GNRC is and shall be, the sole and exclusive owner of the Tools as well as the owner of all right, title, and interest throughout the world in and to all the Tools, together with the results of and proceeds from any patents, copyrights, trademarks, trade secrets and other intellectual property rights (collectively "Intellectual Property Rights") created by GNRC or its employees and agents in whatever stage of completion such may exist. CLIENT expressly disclaims any right to any Tools or Intellectual Property Rights of GNRC.
- D.18. Iran Divestment Act.** The requirements of T.C.A. § 12-12-101 et seq., addressing contracting with persons with investment activities in Iran, shall be a material provision of this Contract. GNRC agrees, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to T.C.A. § 12-12-10.

- D.19. Boycott of Israel.** GNRC certifies that it is not currently engaged in, and covenants that it will not, for the duration of the Agreement, engage in a Boycott of Israel, as that term is defined in T.C.A. § 12-4-119.
- D.20. Cost Sharing Allowance.** The CLIENT understands that this contract is part of a regional cost sharing program created for and funded by participating member governments. Revenue from this contract may be pooled with funding provided by other member governments seeking similar services. Further, the CLIENT understands funding provided to GNRC by the CLIENT as a result of this contract may be used to satisfy non-federal matching requirements of associated state and federal grant programs which are made available by GNRC to share in the costs of delivering or supplementing the scope of services.
- D.21. Force Majeure.** The obligations of the Parties are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, natural disasters, riots, wars, epidemics, or any other similar cause.
- D.22. State and Federal Compliance.** The Parties will comply with all applicable State and Federal laws and regulations in the performance of this Contract.
- D.23. Governing Law.** This Contract will be governed by and construed in accordance with the laws of the State of Tennessee. The Parties agree that they will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Contract. Each Party hereby irrevocably consents to the exclusive jurisdiction and venue of the state or federal courts located within Davidson County.
- D.24. Entire Agreement.** This Contract is complete and contains the entire understanding between the Parties relating to its subject matter, including all the terms and conditions of the Parties' agreement. This Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the Parties, whether written or oral.
- D.25. Severability.** If any terms and conditions of this Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions of this Contract will not be affected and will remain in full force and effect. The terms and conditions of this Contract are severable.
- D.26. Headings.** Section headings of this Contract are for reference purposes only and will not be construed as part of this Contract.
- D.27. Incorporation of Additional Documents.** Each of the following documents are included as a part of this Contract by reference. In the event of a discrepancy or ambiguity regarding the GNRC's duties, responsibilities, and performance under this Contract, these items will govern in order of precedence below:
- a. any amendment to this Contract, with the latter in time controlling over any earlier amendments;

- b. this Contract with attachments and all subsequently issued and accepted Task Orders.

AGREED,

GREATER NASHVILLE REGIONAL COUNCIL

	9/24/2024
MICHAEL SKIPPER, EXECUTIVE DIRECTOR	DATE

CITY OF EAGLEVILLE MUNICIPAL GOVERNMENT

THE HONORABLE CHAD LEEMAN, MAYOR	DATE
----------------------------------	------

Exhibit A

Scope of Services

A1. BACKGROUND

The City of Eagleville Municipal Government (“CLIENT”) is a formal member of the Greater Nashville Regional Council (GNRC) which was established under TCA § 13-14-101 as a state development district, in part, to provide planning and economic development assistance to its members and the region as a whole. The CLIENT has requested technical assistance from GNRC to support the CLIENT’s goal of accessing state and federal grant funds to invest in local government infrastructure and services.

A2. TECHNICAL ASSISTANCE ACTIVITIES

The CLIENT may authorize GNRC to conduct one or more of the following types of activities through the term of the agreement.

- **Ad Hoc Grant Planning Workshops:** A half day workshop with the CLIENT to evaluate project ideas, potential funding sources, and recommendations for preparing for grant announcements.
- **Ad Hoc Community Prioritization Workshops:** GNRC can facilitate a full day workshop with the CLIENT and its stakeholders to assess community needs and priorities, evaluate project ideas, and to identify local resources that can be used to leverage state or federal grant funds. The workshop can be conducted in a single session or designed to offer breakout or concurrent sessions with smaller groups focused on specific topics as needed to meet the CLIENT’s objectives.
- **Ad Hoc Research and Mapping Support:** GNRC can provide ad hoc services to identify available grant opportunities, assess and document best practices of peer communities, and analyze or map local trends and conditions related to demographics, socioeconomics, infrastructure, environmental quality, public attitudes and opinions, among other topics.
- **Grant Writing or Application Assistance:** GNRC can lead or assist in the development of grant applications and assist the CLIENT with application submissions to granting agencies.
- **Environmental Reviews:** Federal grants awarded through state and federal agencies must comply with the requirements of the National Environmental Policy Act (NEPA). GNRC can lead or assist in environmental reviews to include the necessary documentation of exempt projects and categorical exclusions up to the completion of an Environmental Assessment document.
- **Grant Administration:** GNRC can provide project management support or serve as the grant administrator for grants awarded to the CLIENT. Grant administration services include 1) establishing proper filing systems, 2) assisting with procurement and recordkeeping in accordance with local, state, and federal laws, 3) managing meetings and contracts with vendors or contractors, and 4) preparing and submitting required reports.

A3. FEE SCHEDULE

SERVICE	FEE SCHEDULE
Grant Planning Workshops	\$750 flat fee for to include approximately 8 hours of GNRC staff time for workshop preparation, facilitation, reporting, and all travel and materials
Community Prioritization Workshops	\$5,000 flat fee to include approximately 55 hours of GNRC staff time for workshop preparation, facilitation, reporting, and all travel and materials.
Research and Mapping Support	Priced per project based on the required level of effort.
Grant Writing	Priced per project based on the required level of effort.
Environmental Reviews	Priced per project based on the required level of effort.
Grant Administration	Typically, 6% of project cost.

A4. BUDGET ASSUMPTIONS

Project budgets include the following costs:

- GNRC labor and associated fringe and indirect costs
- GNRC use of its licensed software applications and databases
- General office printing and project-related supplies
- Local mileage and parking for GNRC project personnel

The contract budget does not include direct or indirect costs incurred by the CLIENT in relation to any grant being administered by GNRC. Excluded costs include expenses for public noticing, advertising, or fees charged by other third parties directed by the CLIENT or by GNRC on behalf of the CLIENT for work outside of the scope of services. GNRC will not provide legal services or legal advice to the CLIENT as part of this agreement.