

**TOWN OF JONESBOROUGH
Town Hall Board Room
123 Boone Street
Jonesborough, TN 37659**

MEETING NOTICES

MONDAY, NOVEMBER 3, 2025

7:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423-753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 4:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the Town Recorder at meetings of the Board of Mayor and Aldermen, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.

Each individual shall be given three (3) minutes to address the Board regarding Agenda items. Comments shall be limited to items on the meeting's Agenda.

PUBLIC HEARING

1. Ordinance approving a Moratorium on Data Processing Centers
2. Ordinance amending the Municipal Code Title 11, Chapter 12, related to Prohibited Signs

REGULAR MEETING

1. Call to Order
2. Opening Prayer
3. Pledge to the Flag
4. Roll Call

CONSENT AGENDA

1. Approval of Minutes
2. Approval of Bills
3. Town Administrator Report
4. Operations Manager Report
5. Committee Reports
6. Supervisor Reports
7. Declaration of Town Equipment as Surplus
8. Approval of 2026 Holiday Schedule

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Employee of the Month
 - b. Reappointments to the Historic Zoning Commission
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments

6. OLD BUSINESS

- A. Discussion and possible action concerning second and final reading of an Ordinance approving a Moratorium on Data Processing Centers
- B. Discussion and possible action concerning second and final reading of an Ordinance amending the Municipal Code Title 11, Chapter 12, related to Prohibited Signs

7. NEW BUSINESS

- A. Discussion and possible action concerning purchasing the AME Zion Church located at 208 W. Woodrow Ave.
- B. Discussion and possible action concerning purchasing property located at the corner of College Street and Sabine Drive.
- C. Discussion and possible action concerning a Resolution authorizing the Town to participate in the Public Entity Partner's 2025-2026 Property Conservation Matching Grant Program.

- D. Discussion and possible action concerning an Ordinance to amend the Municipal Code Title 2 regulating alcoholic beverages and hemp derived cannabinoid products; and Title 11 to establish a hemp derived cannabinoid manufactory and retail store overlay district on First Reading.
- E. Discussion and possible action concerning a restructuring of the Fire Department
- F. Adjournment.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

Consent Agenda
1

DATE: November 3, 2025

AGENDA ITEM

SUBJECT: Approval of Minutes

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- October 13, 2025 BMA Minutes

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
October 13, 2025 – 7:00 PM

The Board of Mayor and Aldermen (BMA) met in a Public Hearing; there were two items on the public hearing agenda:

1. Amend Title 13, Chapter 2, Section 13-270 Wastewater Treatment Tap Fee Schedule of the Jonesborough Municipal Code. No comments were made.
2. Rezone property located on West College Street and West Jackson Blvd from R-1 (High Density Residential) to PRD (Planned Residential District), as described on Washington County Tax Map 59-D, Group A, Parcel 1.00. No comments were made.

The Public Hearing was closed.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING MINUTES

October 13, 2025

Call to Order

Mayor Kelly Wolfe called the meeting to order at 7:00 PM. Mayor Wolfe led the group in an opening Prayer, and Artie White led the pledge to the flag.

Roll Call

Members Present: Mayor Kelly Wolfe, Alderman Causey, Alderman Countermine, Alderman Dickson, Alderman Jenkins

Others Present: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Town Attorney Jim Wheeler

Consent Agenda

1. **Approval of Minutes** – August 18, 2025 and September 8, 2025
2. **Approval of September 2025 Bills**

Check Register - General Fund - September 2025

09/04/25	114084 - 114206	\$	210,837.82
09/08/25	114207	\$	7,500.00
09/09/25	114208 - 114213	\$	23,111.99
09/11/25	114214 - 114215	\$	6,533.89
09/12/25	114216 - 114308	\$	60,483.21
09/12/25	114309 - 114311	\$	16,608.58
09/19/25	114312 - 114363	\$	214,049.16
09/22/25	113987 - void	\$	(3,405.00)
09/25/25	114364	\$	678.04

09/26/25	114365 - 114377	\$	111,424.51
09/30/25	114250 - void	\$	(7.65)
09/30/25	114372 - void	\$	(1,500.00)
		\$	646,314.55

Check Register- Water Fund September 2025

09/04/25	69450 - 69505	\$	345,795.78
09/09/25	69506	\$	23,121.97
09/11/25	69507	\$	4,665.30
09/12/25	69508 - 69554	\$	119,243.81
09/19/25	69555 - 69587	\$	356,100.19
09/24/25	69524 - void	\$	(1,114.00)
09/25/25	69588	\$	1,324.45
09/26/25	69589 - 69600 (voided/reprinted)	\$	-
09/26/25	69601 - 69612	\$	96,407.55
926-25	69613	\$	15,410.00
		\$	960,955.05

Check Register -Sanitation Fund - September 2025

09/04/25	10864 - 10875	\$	19,081.73
09/12/25	10876 - 10881	\$	28,437.18
09/19/25	10882 - 10883	\$	2,003.24
9/26/2025	10884 - 10887	\$	14,433.18
		\$	63,955.33

3. Town Administrator Report –

- As we are working towards improving how we effectively communicate with the public, our website is another community-based platform where information is available, and we want the user's experience to be exceptional. We also want to provide a dynamic visual experience which will include video detailing various "visual" information to the public, whether that is construction project(s), special event, etc. UPDATE: Staff is exploring 2 options on website design, (1) developing a Request for Quote for a new website design, and (2) exploring options with our current website host on the cost of improving the site based on design (visual feel), adding video details to front page (and other parts of the website when needed); and better navigation experience for users with a "Mega Menu". The Mega Menu gives us the option to display essential website elements but also helps our website users find their required search/data faster. Staff are meeting this coming week on features that are like City of Franklin website, Bristol TN website, and a few others, for comparison purposes.
- Communications: Update - Work continues to enhance how we communicate with the public. I have started to post about different "hot topics" through social media and website, and I will continue to advance this initiative with community input meetings. The public input meeting to discuss the New Hope Connector Road is scheduled for October 16, 2025, at 6:30 PM at the Jonesborough Visitor's Center. I had promised at the time of adopting the FY26 budget that an input meeting would be scheduled with the Meadows community. Another level of communication with the public soon will be short YouTube videos of activities/happenings in town government throughout town

and featured will be periodic T.A. talks with town employees to showcase the hard work and efforts of Team Jonesborough. Launch date for those videos will be November 2025.

- Traffic 11-E Corridor: As you are aware as the Board, a contract was approved with Mattern & Craig Engineering (M&C) to conduct a traffic signalization study of our Highway 11-E Corridor from Headtown Road to Persimmon Ridge Road. Update – M&C engineers have received traffic data, and the next step occurring this month is that they will go to each traffic signal, inventory all the signal equipment (both visible from the street, and within the cabinet), and assess its condition. They will take notes and pictures, at an estimated 30 minutes to an hour per cabinet. This part of the project is projected to be complete during the 2nd or 3rd week in October.
- Tennessee City Management Association (TCMA) Fall Conference: Update - This state-wide conference took place in Kingsport and I was part of a 3-person panel to discuss the impacts that Hurricane Helene had in our respective cities, which included Jonesborough, Greeneville and Elizabethton. The presentations went well, and as a result TCMA is working on a plan to have TCMA members appointed in all 3 grand divisions be available to municipalities during a disaster and/or emergencies as resources of help. For example, our utilities were in hyperdrive to get waterlines/water services back to the 1000s of customers those other entities sent the Jonesborough utilities outside utility help during waterline construction activities. TCMA members will be receiving more details on this subject in the coming months.
- First Frontier Trail: Update – We continue to advance the trail projects in part with the grant awards process for the RTP and LPRF, including the Board approving the grant administrative services and engineering services for the LPRF grant program.
- Improving the rear room in the Board Room. This space continues to be improved and we have completed the video conferencing, conference phone, wireless presentation system, and other incidentals. UPDATE – The improved space will undergo some cosmetic improvements, and a different conference room table will be placed in the space by the end of this month.
- Special Census: I was working with Frank Collins, who retired from Census Bureau, on exploring the town conducting a town wide special census. Our 2020 US Census certified population was 5,860. Our next census is not until 2030. With our unprecedented growth, we believed the 2020 population number was significantly low. As such, we find that holding a special census is an effective way to ensure that our State-Shared revenues properly reflect our growing population. UPDATE - As you are aware from my Town Administrator Report, I have been working with Frank Collins to strategize a plan to conduct a city-wide census (special census) in our town. We had through that maybe we would gain 800-1000 more people. Currently the state shared revenues pay us \$179.29 per person. Relying on the census every 10 years to report what we already know (we are growing in population), was not going to help us gain more revenues based on population numbers. So, when I called the First TN Development District, the agency that would be tasked to certify our city-wide census numbers, FTDD Bill Forester was sent to the Director of the Tennessee State Data Center Tim Kuhn, and “Happy Friday” a law was passed this year whereby the Tennessee State Data Center | Boyd Center for Business and Economic Research will be providing the official population counts for each city and county, and TNECD will certify EACH YEAR. I have been using the Data Center for all my reporting on population projections to you, the board. So, in essence, we will receive our certified

population numbers each year from the Data Center (until the 2030 Census Bureau population counts are certified) and State-Shared Revenues will use the new estimated population numbers to pay us by. For example, using the Data Center 2024 estimates, we have an estimated 6746 or 886 more people as compared to the 2020 Census of 5860 people. Current State Shared Revenue estimates are \$179.29 per person and with an additional 886 persons x \$179.29 per person, we would have received an additional \$158,851.00. Since the law does not go into effect until January 2026, the law will help us come July 1, 2026, or for the FY27 fiscal year.

- I am working on partnering with an organization like Community Chest to establish a program whereby “people” can contribute funds to help eligible utility customers that need financial assistance with their bills. Also, through our contact at United Way, Jonesborough is already part of the Heisse Johnson Hand Up Fund, allowing customers to designate specific amounts on their utility bills for the Hand Up Fund. The “implementation” would be a decision for the Hand Up board. Update: I have spoken with two representatives of the Hand Up fund, and our next step is to work through the booking donations from people into a reserve account for collecting for the Hand Up Fund program. I am working on a page for our website to direct people, as well as social media. Our town website, or our town, needs to promote the program for it to build funds which will go to United Way, and finally Good Samaritan will help potential receivers of funds through their application process. This should be in place November 2025.
- Planning Services with Washington County Planning are going very well. 8/9 members of the Planning Commission went to Kingsport for continuing education as they are each required to complete 4 hours of education related to planning subjects each calendar year. All members will achieve their 4 hours by December 31st.
- The Mauk Property – Update – I sent an official letter to the Mauk Property family with the offer of \$20,000.00 over the appraised value. The town continues to work with the family to reach an agreement.
- Vice-Mayor Adam Dickson and I, and Gordon Edwards of Heritage Alliance have been working with the AME Zion church, located at 208 W. Woodrow Avenue regarding the desire of the town that this property located in the historic district be preserved and protected as a historically significant property to the community. The town continues to work with the church, and it appears very positive for the town.
- The town is meeting this month to look at options for Town Hall expansion focusing on public safety and required adequate space to meet the immediate and future demands for personnel, vehicles, equipment, etc.
- Capital projects and equipment budgeted for FY26 on both the general and water fund sides are going well. We will continue to advance these projects, including getting quotes and bids out for solicitations in an expeditious manner. You will notice periodic bids coming before you for approval based on those capital needs.

4. Operations Manager Report

- The Street Department and the Parks and Recreation Department continued to work on Tiger Park as the final inspection date was moved to October 14, 2025. A tremendous amount of work was completed by the staff, and the park looks great. It would sincerely take pages to list what the staff did to complete this park. We are ready for the final inspection.

- Work began on the West Main Street retaining wall/sidewalk and the stairwell at the Senior Center. The West Main Street portion of this project is meticulous and will take some time to complete.
- All departments worked very hard to make the town look great for the Storytelling Festival. We did have some facility problems during the festival. We experienced a sewer backup in the ISC building and the Stage Door. Staff were able to clear the backup in the Stage Door, but we had to contact a specialty company to clear the lines at the ISC building.
- Both HVAC units failed at the Stage Door. After numerous attempts by local HVAC vendors, none were able to make the proper repairs. A couple of Trane factory field representatives spent several days working on both units. I am happy to report that both are now repaired.
- A local vendor has also been working on replacing the HVAC unit at the Post Office. I have been informed that it should be back in service by October 09, 2025.
- JRoss completed the grant project at the Stage Door/Jackson Theatre and the trim paint at the ISC building. They did an outstanding job on this project.
- Another private contractor was awarded the bid to replace the deck at the ISC building. They have also completed their project and did an outstanding job as well.
- Since I mentioned the ISC building, I reached out by email to Holston Engineering regarding the status of the geo=thermal HVAC units at the ISC building. I wanted to know their status on this project, but they have not responded to my email. I will continue to try to get a status report on this project.
- I have been in contact with the Washington County Highway Superintendent, and he indicated they would be available to do some more paving for Jonesborough in the month of October. Our Street Department has taken delivery on the milling machine, and we will have some milling to do before the county can pave.
- I completed my employee evaluations and most of the departments that report to me have completed theirs as well. I am still awaiting a couple more to be turned in. I will have them all by October 17, 2025.
- The new speed limit and reduce speed ahead signs were installed this month on the New Boones Creek Road. It appears Summers Taylor has completed the asphalt resurfacing project on this stretch of road as well.
- The Street Department have begun installing thermoplastic arrows on our speed tables. We started with the three speed tables on East Main Street between Clay Avenue and Lincoln Avenue. Although it is more costly, we will continue to replace these arrows as needed with thermoplastic.
- A resident complaining about the amber streetlight at College/Anderson Road/Ben Gamble Road wanted the light replaced with the new LED streetlight. There may be a time in the future in which that is all we will be able to get; however, I want to caution that these lights are not very popular.
- This particular streetlight, although it is on Town right-of-way, will have an impact on the surrounding homes. I would recommend we look at a study for these LED streetlights. As many people request them, there are many more who don't like them at all. We had one complaint about these LED streetlights already that accused the Town of interfering with the migratory flight of birds.
- I opine that we are at a point where we should look at updating our streetlight policy. I do not want to replace a light because of one motorist complaining and it makes the entire neighborhood angry when we replace it. Streetlights are to make intersections and roadways safer for pedestrians. All vehicles manufactured today have headlights.

5. **Committee Reports** –The following reports were distributed prior to the meeting for review: Historic Zoning Commission and McKinney Center Advisory Committee
6. **Supervisor Reports** – The following reports were distributed prior to the meeting for review: McKinney Center and Program Manager, Human Resources Director, Building Inspector, Utility Manager, Water Distribution, Water Quality, Water Treatment Plant, Wastewater, Public Safety, Director of Tourism and Main Street, Digital Media Manager, Visitor Center Manager, Events Manager, Marketing Manager, Jackson Theatre Operation Manager and Technical Director, Senior Center and Parks and Recreation.
7. **Approve the following Town equipment as Surplus Equipment** - to be sold on GovDeals for auction: 2 Pool Tables, 3 Water Pumps, Single Locker, and a Wheel Saw.
8. **Report on Debt Obligation** - filed with the Comptroller's Office for the \$1,200,000 USDA General Obligation Bond, Series 2025. The borrowing funded the final phase of the Jackson Theatre renovation.

Agenda

1. **Financial Report** – Town Recorder, Janet Jennings, included Current Year Property Tax, Property Taxes Receivable Update, Local Sales Tax Collections, and Capital Projects Fund reports. Ms. Jennings reported that the Town has already collected over \$400,000 in property tax primarily due to how quickly the State and County were able to figure their tax notices.

Motion: Alderman Dickson made a motion, seconded by Alderman Countermine, to approve the Financial Report as presented. Motion passed unanimously.

2. Mayor's Communication

a. Updates from the Mayor

- i. Marque Ball to be held at the Jackson Theatre on November 1st. There will be an auction, dancing, hors d'oeuvres, and the Glenn Miller Orchestra will be performing.
- ii. Mayor Wolfe gave the Parks and Recreation, and the Street Departments accolades for their hard work on Tiger Park.
- iii. Mayor Wolfe suggested a quarterly series of gatherings (Meet Your Neighbor Initiative) to meet and greet neighbors to preserve the special culture in Jonesborough. He named Bob Browning and Jen Richman being involved in the initiative.

b. Proclamation honoring Anne Baer Marshall was read by the Mayor.

PROCLAMATION

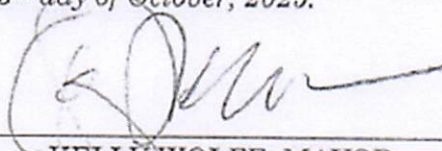
A PROCLAMATION HONORING FORMER JONESBOROUGH RECREATION DIRECTOR FOR HER OUTSTANDING YEARS OF SERVICE TO THE PEOPLE OF TENNESSEE

- WHEREAS, Anne Baer Marshall graduated in 1983 from the University of Tennessee with a degree in Recreation Administration, and was immediately hired as Jonesborough's full-time Recreation Director, following Kitty Frazier who worked as Kingsport's Recreation Director for decades; and
- WHEREAS, Anne "Teddy Baer" Marshall over three years expanded and developed quality recreation services and programs in Jonesborough while also serving as director of the Town's Senior Center program; and
- WHEREAS, after directing the Rascals Youth Center in Kingsport, Ms. Marshall was hired by the State of Tennessee's Parks and Recreation Technical Advisory Service in the Division of Recreation Education Services providing recreation planning consultation and services to all 95 counties in Tennessee along with helping to administer recreation based grant programs for the State; and
- WHEREAS, because of her outstanding knowledge in her field and her wonderful management style, Anne Marshall became the Director of the Tennessee Recreation and Parks Association, serving for five (5) years when she was asked to return to the State's Division of Recreation Education Services where she took on additional responsibility including responsibility for Tennessee's five (5) and ten (10) year Comprehensive Outdoor Recreation Plan, Director of Resource Management, Special Projects Manager, Director of Parks while being promoted to her current position as Senior Advisor, a Chief-of-Staff type position to the Deputy Commissioner of Conservation; and
- WHEREAS, Ms. Marshall has announced her retirement from the State of Tennessee at the end of 2025, ending decades of service to the people of Tennessee; and
- WHEREAS, in an effort to show Jonesborough's sincere appreciation for Anne Marshall's tremendous impact on Jonesborough, as well as the other communities across Tennessee, helps the Town expand and develop recreation facilities, neighborhood parks, and walkways including planning and funding for Persimmon Ridge Park, Wetlands Water Park, Barkley Creek Park, Golden Oak Park, Stage Road Park, Mill Spring Park, Lincoln Park, and most recently Tiger Park, greatly enhancing the quality of life in Jonesborough and Washington County then

NOW THEREFORE I, Kelly Wolfe, Mayor of the Town of Jonesborough, in behalf of the Jonesborough Board of Mayor and Aldermen and all the citizens of Jonesborough, do hereby proclaim, today, Friday, October 17, 2025 to be Anne Marshall Day in the Town of Jonesborough and I encourage all residents to acknowledge and appreciate the success and impact former employee Anne "Teddy Baer" Marshall has had over the years on Jonesborough and the State of Tennessee.

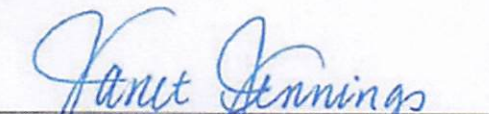
BE IT FURTHER PROCLAIMED, that Anne Marshall be hereby made an honorary citizen of the Town of Jonesborough and be given a key to the Town reminding her that she is highly loved and appreciated and always welcome and encouraged to return to Tennessee's Oldest Town.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 13th day of October, 2025.



KELLY WOLFE, MAYOR

ATTEST:



JANET JENNINGS, RECORDER



- c. Employee of the Month – Mayor Wolfe announced that Craig Ford was the Employee of the Month. Mayor Wolfe read the following nomination letter:

I'd like to nominate Craig Ford for the Employee of the Month. Craig wears a lot of hats within the Town, and I think this past month has really shown just how valuable he is.

Craig has been leading the charge on the new sidewalks around town, which has taken a lot of planning and coordination. On top of that, he's been overseeing the new deck project at the International Storytelling Center, which is still ongoing. He also put together bid documents and BMA presentations for the Academy Hill sidewalk project and the new staircase at the Senior Center.

One of the biggest things he's taken on recently is Tiger Park. That project has seen plenty of delays, and Craig was thrown into it at the last minute with the task of getting as much completed as possible. Since stepping in, the progress at the park has jumped ten-fold. He's worked with Water Distribution to get conduit run for the scoreboards, which meant boring several hundred yards in multiple directions. He's also coordinated with the Street Department on grade work and teamed up with Parks and Recreation on the finer details like cleaning, painting, and plumbing. He's really been the one pulling all the places together to keep things moving forward.

And that's not all, he also sat in on firefighter interviews with the Fire Chief. Honestly, Craig is a jack of all trades. He's constantly jumping in wherever he's needed, and his knowledge and work ethic make a huge difference for the Town. These are just the projects I know about; I'm sure there are plenty of other things he's been working on behind the scenes too.

Craig doesn't just do his job, he goes above and beyond, and it shows in the results. I think he's more than deserving of Employee of the Month.

Mr. Ford thanked the BMA, and Town Staff for their support.

- d. Mayor Wolfe presented a slideshow of various improvements across town.

3. Citizen Comments

- a. Pedro Rico, 311 S Cherokee St – shared concerns regarding pedestrian traffic safety on South Cherokee near the Woodrow intersection. Mr. Rico shared a proposal with the BMA for their review.
- b. Chase Blazer, 302 Bethany Dr – spoke regarding the possibility of implementing impact fees to relieve budget pressures. Mr. Blazer stated that he would email the Aldermen a proposal on impact fees for their review.
- c. Jeff Falk, 205 W Main St – shared concerns on the noise from the train whistle, bi-fold signs on Main St, trucks traveling down Main St, a 20 MPH sign missing on the west end of Main St and requested that speed humps on Main St be removed.

4. Aldermen Comments

- Alderman Dickson commended the Storytelling Festival on an outstanding event.
- Alderman Jenkins stated he received multiple unsolicited emails and positive comments about the town from a variety of visitors and residents following the Storytelling Festival.

- 5. Town Attorney Comments** – Mr. Wheeler stated the dumpster agreement with the church is moving forward.

6. Old Business

a. 2nd Reading on Ordinance Amending Title 13, Chapter 2, Section 13-270 Wastewater Treatment Tap Fee Schedule of Jonesborough Municipal Code

In discussions with TDEC regarding increasing the Wastewater Treatment Tap Fee Schedule (applies to sewer only) during the FY26 budget process, TDEC requires specific process to be followed when adopting revisions to the sewer tap fees which includes an Ordinance and a public comment review period before a second and final reading is acted upon by the BMA, which was completed tonight.

The Ordinance Amendment to increase the Wastewater Treatment Tap Fee Schedule as was proposed during the FY26 budget discussions is deemed reasonable by staff and the Ordinance reflects the revised fee changes. Slight revisions from the proposed July 29th pricing were included by Environmental Service Director, Cobern Rasnick. The BMA passed the ordinance on first reading on August 18, 2025, at their regular scheduled meeting. On September 9, 2025, TDEC communicated with our utilities that Sewer Tap Fees are not considered to be an aspect of the pretreatment program and therefore revisions do not require TDEC approval, therefore the town may proceed with adopting the fee structure.

Motion: Alderman Dickson made a motion, seconded by Alderman Jenkins, to approve an ordinance amending Title 13, Chapter 2, Section 13-270, Wastewater Treatment Tap Fee Schedule of the Jonesborough Municipal Code on Second and Final Reading as presented. Motion passed unanimously.

ORDINANCE NO. 2025-09

**AN ORDINANCE AMENDING TITLE 13, CHAPTER 2
SECTION 13-270 WASTEWATER TREATMENT TAP FEE SCHEDULE OF THE
JONESBOROUGH MUNICIPAL CODE**

WHEREAS, the Town of Jonesborough has established policies and regulations related to the provision of wastewater services to Jonesborough residents as well as some household and industrial facilities outside of the city limits, and

WHEREAS, it is necessary to update and revised said policies and regulations so that expectations are clear for the provision of sewer service, and the Town's is in compliance with State and Federal guidelines, and

WHEREAS, revisions have been submitted to the Board of Mayor and Aldermen that clearly identify the amendments.

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that Title 13, Chapter 2, Section 13-270 "Wastewater Treatment Tap Fee Schedule", amends Paragraphs 1, 4, 5, 6, 7, 8, and 9 of the Jonesborough Municipal Code as follows:

:

13-270 Wastewater Treatment Tap Fee Schedule

(1) Sewer tap fee inside corporate limits:

All persons connecting to sewers utilizing a 4" tap, shall pay a fee of two thousand nine hundred dollars (\$2,900.00) or utilizing a 6", tap shall pay a fee of three thousand one hundred dollars (\$3,100.00) for the privilege of each tap that is connected inside the Corporate Town Limits of Jonesborough plus a twenty five dollar (\$25.00) inspection fee, payable in advance with the following exceptions:

:

(4) Multi-family units inside the city limits shall pay the applicable:

:

Single dwelling rate of two thousand nine hundred dollars (\$2,900.00) if utilizing a 4" tap or three thousand one hundred dollars if utilizing a 6" tap for the first unit plus an additional one thousand dollars (\$1,000.00) for each additional unit. Each building of an apartment complex will be considered as a new initial tap and be charged the applicable first unit rate based on tap size. There will be a twenty-five dollar (\$25.00) inspection fee per building.

(5) Sewer taps fees for households outside the city limits of the town:

Outside customers utilizing a 4" tap, shall pay a fee of four thousand two hundred dollars (\$4,200.00) or utilizing a 6" tap, shall pay a fee of four thousand four hundred dollars (\$4,400.00) for the privilege of each tap, payable in advance. There will be a twenty-five dollar (\$25.00) inspection fee per household. Multi-family units outside shall pay the applicable single dwelling rate of four thousand two hundred dollars (\$4,200.00) if utilizing a 4" tap or four thousand four hundred dollars (\$4,400.00) for the first unit plus an additional one-thousand six hundred fifty dollars (\$1,650.00) for each additional unit. Each building of an apartment complex will be considered as a new initial tap and be charged the applicable first unit rate based on tap size outside. There will also be a twenty-five dollar (\$25.00) inspection fee per building.

(6) Sewer taps for industrial/commercial facilities inside the city limits:

Buildings such as factories, warehouses, shopping centers utilizing a 4" tap shall pay two thousand nine hundred dollars (\$2,900.00) or utilizing a 6" tap, shall pay a fee of three thousand one hundred dollars (\$3,100.00) for structures up to ten thousand (10,000) square feet plus one thousand five hundred dollars (\$1,500.00) for each additional ten thousand (10,000) square feet or portion thereof. Motels/hotels shall pay the same sewer tap fees as charged for multi-family units. Sewer taps for a car wash structure shall pay two thousand nine hundred (\$2,900.00) for the first bay and one thousand five hundred dollars (\$1,500.00) for each additional bay. The town reserves the right to surcharge industrial users for any treatment activity that is above the normal requirements for household treatment, or requires pre-treatment. A twenty-five dollar (\$25.00) inspection fee will be charged per building for sewer connections.

(7) Sewer taps for industrial/commercial facilities outside the city limits:

Buildings such as factories, warehouses, shopping centers outside utilizing a 4" tap shall pay four thousand two hundred dollars (\$4,200.00) or utilizing a 6" tap, shall pay a fee of four thousand four hundred dollars (\$4,400.00) for structures up to ten thousand (10,000) square feet plus two thousand six hundred fifty dollars (\$2,650.00) for each additional ten thousand (10,000) square feet or portion thereof. Motels/hotels outside shall pay the same sewer tap fees as charged outside multi-family units. Sewer taps for an outside car wash structure shall pay four thousand two hundred dollars (\$4,200.00) for the first bay and two thousand six hundred fifty dollars (\$2,650.00) for each additional bay. The town reserves the right to surcharge industrial users for any treatment activity that is above the normal requirements for household treatment, or requires pre-treatment. A twenty-five dollar (\$25.00) inspection fee will be charged per building for sewer connections.

(8) Sewer taps fees for households that require residential grinder pump stations inside the town limits.

The Town of Jonesborough has adopted a plan to eliminate septic tanks from being added to our system. Any residential household that is located below grade of the main sewer line that is available to their property will be required to the extent possible to use a residential grinder pump station. If the property is within the existing city limits with available sewer service or in a new subdivision within the city limits, the sewer tap fee for the grinder pump is three thousand seven hundred dollars (\$3,700.00). Sewer tap fees for residential grinder pump stations installed as a result of annexation of an area initiated by the Board of Mayor and Aldermen will be the same as the established sewer tap fee for the annexed area. This includes the wetwell, pump, controls and installation. This does not include electrical conduit, wiring, disconnect box, other electrical items needed to connect the station to the home, or the services of a licensed electrician. These must be provided by the homeowner.

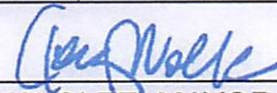
(9) Sewer taps fees for households that require residential grinder pump stations outside the town limits.

The Town of Jonesborough has adopted a plan to eliminate septic tanks from being added to our system. Any residential household that is located below grade of the main sewer line that is available to their property will be required to the extent possible to use a residential grinder pump station. If the property is outside the existing city limits with available sewer service, the sewer tap fee for the grinder pump is five thousand dollars (\$5,000.00). Sewer tap fees for residential grinder pump stations installed as a result of annexation of an area initiated by the Board of Mayor and Aldermen will be the same as the established sewer tap fee for the annexed area. This includes the wetwell, pump, controls and installation. This does not include electrical conduit, wiring, disconnect box, other electrical items needed to connect the station to the home, or the services of a licensed electrician. These must be provided by the homeowner.

This Ordinance takes effect from and after its passage on second and final reading, the welfare of the Town of Jonesborough, Tennessee requiring it.

Motion was made by Alderman Jenkins and seconded by Alderman Countermine that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Jenkins, Alderman Countermine, Alderman Causey, Alderman Dickson. Those voting against: _____

Passed on First Reading August 18, 2025

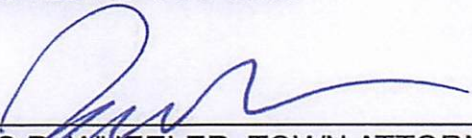


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

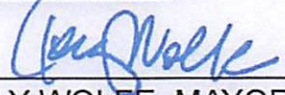
APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by Alderman Dickson and seconded by Alderman Jenkins that the preceding ordinance be adopted on second and final reading. Those voting for the adoption thereof were: Alderman Dickson, Alderman Jenkins, Alderman Causey, Alderman Countermine

Those voting against: _____

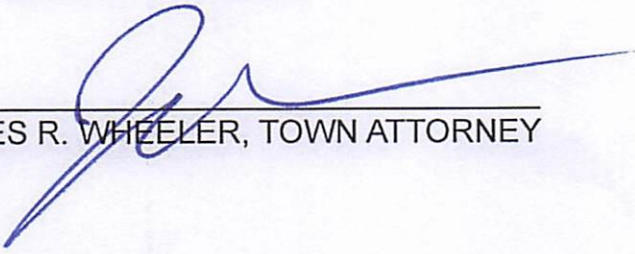
Passed on Second Reading October 13, 2025


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

- b. 2nd Reading on Ordinance to rezone property located on West College Street and West Jackson Blvd from R-1 (High Density Residential) to PRD, as described on Washington County Tax Map 59-D, Group A, Parcel 1.00**

Mayor Wolfe recused himself from the discussion and vote. Vice Mayor, Dickson facilitated the discussion and vote.

Request received from Wolfe Development GP to rezone 1 tract of land from R-1 to PRD off West College Street and West Jackson Blvd. The subject property is further identified on Washington County Tax Map 59-D, Group A, Parcel 1.00, totaling approximately 3.47 acres. The 4 units shown on Parcel 1.00 are considered low density based on the tract totaling 3.47 acres. The subject property on the concept plan is an extension of an already approved development plan "Wolfe Miller Drive Subdivision". The other tract totaling 7.06 acres was approved for rezoning in August 2024 from R-1 to PRD so the connection of Parcel 1.00 to the development tract is contiguous with the existing PRD zoned tract of land.

The request for a rezoning to PRD and the proposed 4 units are in character with the immediate area, including the previous approvals for the Wolfe Miller Drive Subdivision plans. The Planning Commission recommended the rezoning from R-1 to PRD to the BMA at their August 19, 2025 meeting. The BMA approved the rezoning on first reading at the September 8, 2025 meeting.

Motion: Alderman Countermine made a motion, seconded by Alderman Causey, to approve an Ordinance to Rezone the Wolfe Development GP tract of land from R-1 to PRD as identified on the Washington County Tax Map 59-D, Group A, Parcel 1.00 on second and final reading as presented. Motion passed unanimously.

ORDINANCE NO. 2025-10

AN ORDINANCE TO REZONE CERTAIN PROPERTY WITHIN THE CORPORATE BOUNDARIES OF JONESBOROUGH, TENNESSEE FROM R-1 (LOW DENSITY RESIDENTIAL DISTRICT) TO PRD (PLANNED RESIDENTIAL DISTRICT)

Be it ordained by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee as follows:

SECTION 1. That Jonesborough, Tennessee Zoning Ordinance Map which was adopted and enacted as part of the zoning ordinance be amended as follows:

That Parcel 1.00 on Washington County Tax Map 59-D, Group A containing a total of approximately 3.47 acres located off West College Street and West Jackson Boulevard be rezoned from R-1 (Low Density Residential) District to PRD (Planned Residential District)

SECTION 2. This ordinance shall be effective from and after its passage on second and final reading, the public welfare requiring it.

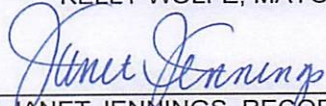
Approved by the Planning Commission August 19, 2025

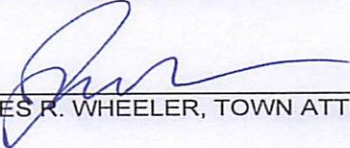
Passed on First Reading September 8, 2025

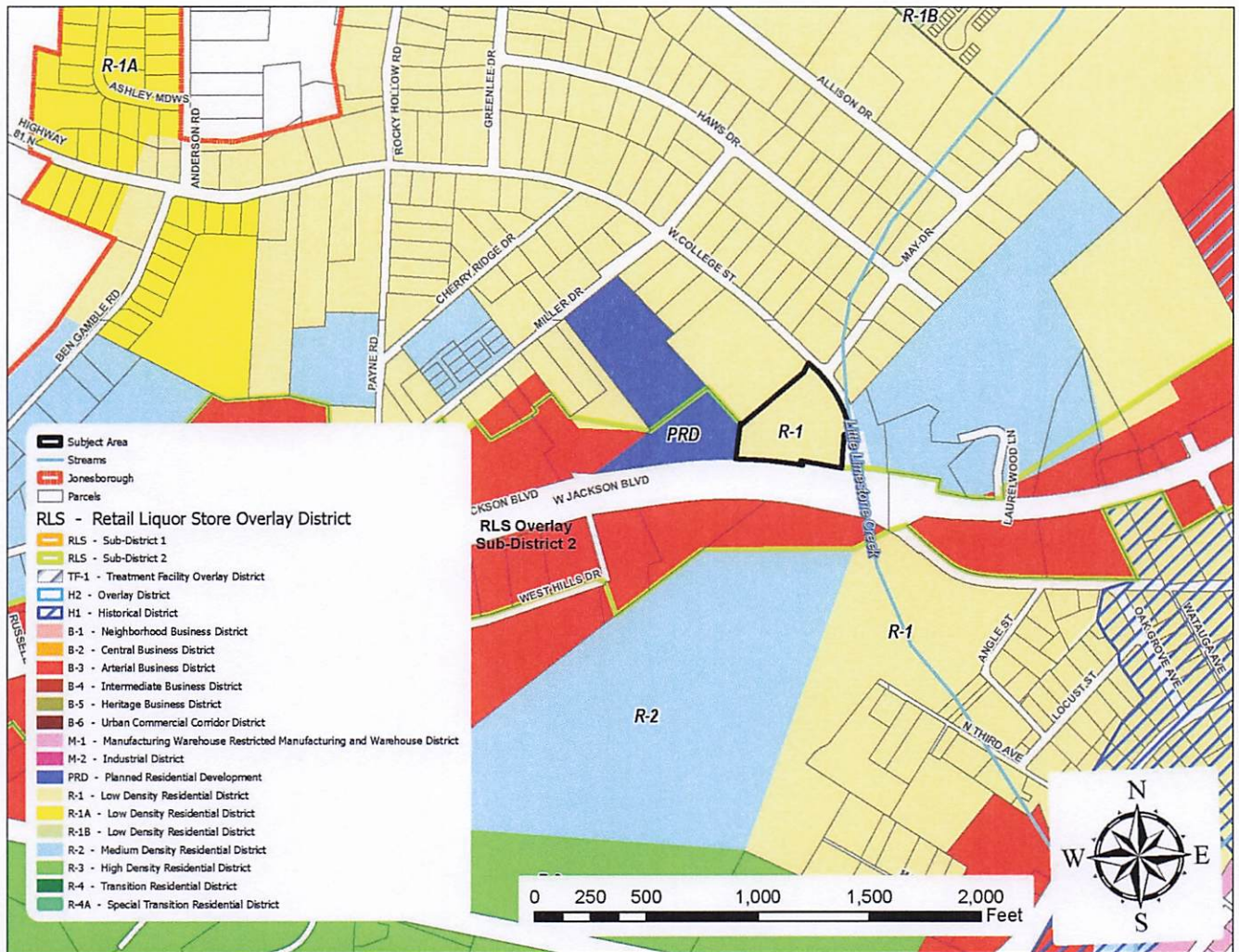
Public Hearing Held October 13, 2025

Passed on Second Reading October 13, 2025

Approved and Signed in Open Meeting 
KELLY WOLFE, MAYOR

Attest: 
JANET JENNINGS, RECORDER

Approved as to Form: 
JAMES R. WHEELER, TOWN ATTORNEY



c. Changing the date of the Board of Mayor and Aldermen meeting to November 3, 2025

The regularly scheduled meeting of the BMA for November 10, 2025 was changed at the August BMA meeting to November 17th. This date needs to be changed to November 3, 2025.

Motion: Alderman Dickson made a motion, seconded by Alderman Jenkins, to approve rescheduling the Board of Mayor and Aldermen's November 10, 2025 meeting to November 3, 2025 as presented. Motion passed unanimously.

7. New Business

a. Reappointments to the Jonesborough Regional Planning Commission

The terms for the following members of the Jonesborough Regional Planning Commission are up for renewal as follows:

Member Name	Term Expiring	Reappointment Term (4 Years)
Jimmy Rhein	August 2025	August 2029
Frank Collins (Historic Zoning Representative)	August 2025	August 2029
Robin Harpe	October 2025	October 2029
Bill Graham	October 2025	October 2029

The Planning Commission members have been diligent in their work for our planning region, acting on subdivision plans, commercial plans, rezonings, annexations, variances, home occupations, design reviews, etc.

Motion: Alderman Countermine made a motion, seconded by Alderman Jenkins, to approve the reappointment of Jimmy Rhein, Frank Collins, Robin Harpe, and Bill Graham to their reappointment term of 4 years as presented. Motion passed unanimously.

b. Senior Center Changes to Policy and Procedures

Senior Center Director, Mary Regen requested BMA approval of an amendment to the Senior Center's Policies and Procedures. The Senior Center Advisory Board approved the policy and procedure changes at their August 28, 2025 meeting. Their Policy and Procedures, Conflict of Interest and Bylaws are reviewed annually and as needed by the Senior Center Advisory Board.

Motion: Alderman Jenkins made a motion, seconded by Alderman Causey, to approve the amended Senior Center Policies and Procedures as presented. Motion passed unanimously.

c. Resolution for an Economic Development Administration (EDA) Grant Application for the Water Treatment Plant Upgrade Project

The EDA resolution reflects the need for repairs and improvements at the water intake during our post-flood infrastructure damage assessments that were caused by Hurricane Helene last year. Our engineers, GRW, provided a brief description of the scope of the project below:

This project will allow the Town to maintain a reliable water system and continue to provide a reliable source of potable water for the community, the option to repair and replace items at the existing intake structure and protect the facility from future damage is the best and most cost-effective option. The proposed project consists of the construction of twin 24" ductile iron raw water lines, replacement of airburst piping that is used to clean and blow material off the intake screens, new intake screens, construction of a concrete barrier wall to protect the screens and the raw water lines from future damage, the replacement of the grit removal pumps in the intake wet well, and repair of the existing water plant filters that have been damaged due to the high levels of sand and mud that entered the plant during the flood event.

The total cost of the project is \$3,575,000, and the EDA grant will cover \$2,851,000. The remaining \$724,000 is funded through the Helene Emergency Assistance Loan Program (HEAL) as previously approved by the BMA on November 12, 2024. The HEAL program is a 0% loan Governor Lee rolled out for areas affected in Tennessee to assist utilities like ours to pay for recovery costs while FEMA works to evaluate reimbursement requests across the state. All identifiable damages within our utility system have been submitted for reimbursement to FEMA, with the goal of capturing the highest reimbursements we are eligible for.

Motion: Alderman Jenkins made a motion, seconded by Alderman Dickson, to approve Resolution for the Town of Jonesborough to make and sign an application for \$2,851,000 of EDA funds to assist in the water intake infrastructure upgrades at an estimated total cost of \$3,575,000 as presented. Motion passed unanimously.

RESOLUTION NO. 2025-19
BEFORE THE TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMAN

WHEREAS, the Town of Jonesborough recognizes the need to upgrade the existing water intake in order to provide the necessary infrastructure to serve the residents and industries located within the Town of Jonesborough;

WHEREAS, the Town of Jonesborough needs assistance of grant funds in order to complete the project; and

WHEREAS, the Town of Jonesborough understands that the Economic Development Administration (EDA) program provides assistance for this purpose; and

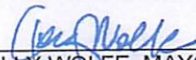
NOW, THEREFORE, BE IT RESOLVED for the Town of Jonesborough to make and sign an application for **\$2,851,000** of EDA funds to assist in the water intake infrastructure upgrades at an estimated total cost of **\$ 3,575,000**.

BE IT FURTHER RESOLVED that the Town of Jonesborough commits matching funds for the project in the amount of **\$724,000 to come from the water fund**. In addition to the match, the Board authorizes the Town Administrator to sign any and all documents, contracts, assurances and forms of compliance necessary to effectively complete this application.

THIS RESOLUTION WAS DULY PASSED AND APPROVED ON THE 13TH DAY OF OCTOBER, 2025.

Motion was made by Alderman Jenkins and duly seconded by Alderman Dickson that this Resolution be adopted. Those voting for the adoption thereof were:
Alderman Jenkins, Alderman Dickson, Alderman Causey, Alderman Countermine

Those voting against: _____


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM:


JAMES R. WHEELER, TOWN ATTORNEY

d. USDA Resolution Related to Funding for New Water Treatment Plant

Previously, the BMA approved the bid award for the new Water Treatment Plant to Judy Construction Company for the base bid amount of \$37,438,375.00.

As a first step in the funding process through USDA, the attached USDA Loan Resolution recognizes a portion of the overall costs of the project in the amount of 15 million of indebtedness. As our plan is to break out the project with USDA under several bonds, the BMA will continue to receive further USDA Resolutions for approval during the scope of the project.

*Motion: Alderman Countermine made a motion, seconded by Alderman Jenkins, to approve the USDA Loan Resolution for the Water Treatment Plant Upgrade Project as presented.
Motion passed unanimously.*

LOAN RESOLUTION
(Public Bodies)A RESOLUTION OF THE Mayor of Board and AldermanOF THE Town of Jonesborough

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Water Treatment Plant

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the Town of Jonesborough

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of Fifteen Million & 00/100pursuant to the provisions of Laws of the State of Tennessee; and

WHEREAS, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal by permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
17. To accept a grant in an amount not to exceed \$ 2,600,000.00

under the terms offered by the Government; that the Mayor

and Town Administrator of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas 4 Nays 0 Absent 0

IN WITNESS WHEREOF, the Mayor of Board and Alderman of the

Town of Jonesborough has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this Monday, 13th day of October

(SEAL)

Attest:

Title

Stem Rosenoff, Town Administrator

Janet Jennings
Town Recorder

By

Kelly Wolfe

Title

Mayor

e. Resolution Hiring Administrative Services and Engineering Services for the 2025 Local Parks and Recreation Fund (LPRF) Grant Project

On March 17, 2025, the BMA approved the Resolution authorizing the Town of Jonesborough to apply for the 2025 Local Parks and Recreation Fund Grant (LPRF) as part of the First Frontier Trail initiative. The town's application has been funded and in accordance with State procurement documentation guidance, Request for Qualification letters were sent to at least three administration firms and three engineering firms. Letters for administration were sent to Vantage Consulting Services, Community Development Partners, LLC, and Grassroots Planning and Consulting. Letters for engineering were sent to Ardurra Engineering, Robert Campbell and Associates, and DTWood Engineering, Inc.

The town received one response each for RFQs on administration from Community Development Partners LLC and engineering from DTWood Engineering, Inc.

Staff completed the required evaluation/scorecard regarding qualifications (see attached scoring). Both companies scored very high and have a long history of providing great services in their respective capacities to the town.

Motion: Alderman Dickson made a motion, seconded by Alderman Countermine, to approve the Resolution for Community Development Partners, LLC to provide the Town of Jonesborough with Administrative Services as part of TDEC's 2025 Local Parks and Recreation Fund grant program as presented. Motion passed unanimously.

RESOLUTION NO. 2025-21
TOWN OF JONESBOROUGH, TENNESSEE
FOR
ADMINISTRATIVE SERVICES

WHEREAS, the Town of Jonesborough, Tennessee is applying for financial grant assistance as provided under the State of Tennessee's FY 2025 Local Parks and Recreation Fund (LPRF) program; and

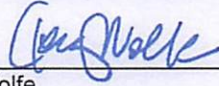
WHEREAS, the Mayor and Board of Aldermen of the Town of Jonesborough find it in the Town's best interest to secure the assistance of an experienced and qualified professional administrative management services firm to assist in preparing and administering the Town's 2025 LPRF program; and

WHEREAS, in compliance with pertinent State regulations, the Town has solicited and evaluated statements of qualifications of interested professional administrative assistance firms; and

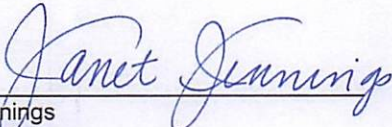
WHEREAS, Community Development Partners, LLC has been chosen to assist in the administration of the project.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Jonesborough hereby select Community Development Partners, LLC to provide assistance in administration of the Town's 2025 LPRF grant project.

READ AND ADOPTED this the 13th day of October, 2025.



Kelly Wolfe
Mayor

ATTEST: 

Janet Jennings
Town Recorder

Jonesborough, Tennessee

STATEMENT OF QUALIFICATIONS - EVALUATION WORKSHEET

ADMINISTRATIVE SERVICES

In response to the solicited Parks & Recreation Grant Application for Administrative Services for Jonesborough's FY 2025 Parks and Recreation Grant application, submittals were received from the following firms on or before the designated deadline of September 3rd, 2025.

- A. Community Development Partners LLC
- B. _____
- C. _____

The following summarizes the evaluation made of these responses with respect to the previously established evaluation criteria:

	SCORING		
	A	B	C
1. Specialized Experience or technical expertise of firm in connection with type of services to be provided. Maximum 20 points	20		
2. Past record of performance on State and Federally funded projects with community and other clients including quality of work, timeliness, and cost control. Maximum 20 points	20		
3. Capacity of firm to perform work, considering current and planned workload. Maximum 20 points	20		
4. Familiarity of firm with TDEC Program. Maximum 20 points	20		
5. Familiarity with local conditions. Maximum 20 points	18		
Total score out of 100 possible points	98		

Based on the foregoing evaluation,

Community Development Partners LLC

is determined to be the most qualified organization to undertake the solicited TDEC application preparation and project administration services and is recommended for contract award. In the event that the parties are unable to negotiate and agree upon a contract price, the next highest rated firm will begin negotiations.

Approved by:

Glenn Rosenoff

Town Administrator

Name

Title

Signature

9-4-25

Date

Motion: Alderman Jenkins made a motion, seconded by Alderman Dickson, to approve the Resolution for DTWood Engineering, Inc. to provide the Town of Jonesborough with Engineering Services as part of TDEC's 2025 Local Parks and Recreation Fund grant program as presented. Motion passed unanimously.

RESOLUTION NO. 2025-22
TOWN OF JONESBOROUGH, TENNESSEE
FOR
ENGINEERING SERVICES

WHEREAS, the Town of Jonesborough, Tennessee is applying for financial grant assistance as provided under the State of Tennessee's FY 2025 Local Parks and Recreation Fund (LPRF) program; and

WHEREAS the Mayor and Board of Aldermen of the Town of Jonesborough find it in the Town's best interest to secure the assistance of an experienced and qualified engineering firm to assist in the preparation and implementation of the Town's 2025 LPRF program; and

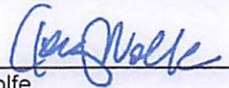
WHEREAS, in compliance with pertinent State regulations, the Town has solicited and evaluated statements of qualifications of interested professional engineering firms; and

WHEREAS, the Town of Jonesborough has determined that DTWood Engineering, Inc. has the most appropriate experience, background, and qualifications to provide said services; and

WHEREAS DT Wood Engineering, Inc. will assist in the engineering design and implementation of the project.

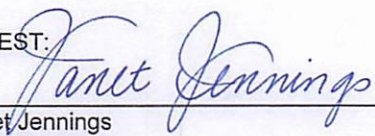
NOW, THEREFORE BE IT RESOLVED that Mayor and Board of Aldermen hereby select DT Wood Engineering, Inc. to provide assistance in the implementation of the Town of Jonesborough's Town's 2025 LPRF grant project.

READ AND ADOPTED this the 13th day of October, 2025.



Kelly Wolfe
Mayor

ATTEST:



Janet Jennings
Town Recorder

Jonesborough, Tennessee

STATEMENT OF QUALIFICATIONS - EVALUATION WORKSHEET
ENGINEERING SERVICES

In response to solicitations for Statements of Qualifications for Engineering Services for the FY 2025 Parks & Recreation Grant, submittals were received from the following firms on or before the designated deadline of September 3rd, 2025.

- A. DT Wood Engineering, Inc.
- B. _____
- C. _____

The following summarizes the evaluation made of these responses with respect to the previously established evaluation criteria:

	SCORING		
	A	B	C
1. Specified experience or technical expertise of firm in connection with services provided. Maximum 20 points	<u>18</u>	_____	_____
2. Past record of performance on contracts with community and other clients including quality of work, timeliness, and cost control. Maximum 20 points	<u>18</u>	_____	_____
3. Capacity of firm to perform work within time limitations, taking into consideration current and planned workload of firm. Maximum 20 points	<u>17</u>	_____	_____
4. Familiarity with TDEC Program and eligibility requirements. Maximum 20 points	<u>19</u>	_____	_____
5. Familiarity with Local Conditions. Maximum 20 points	<u>19</u>	_____	_____
Total score out of 100 possible points	<u>91</u>	_____	_____

Based on the foregoing evaluation,

DT Wood Engineering, Inc.

is determined to be the most qualified firm to carry out the design services on the 2025 Parks & Recreation Project and is recommended for contract award. In the event that the parties are unable to negotiate and agree upon a contract price the next highest rated firm will begin negotiations.

Approved by:

Glenn Rosenoff

Town Administrator

Name

Title

[Signature]

Signature

Date 9-4-25

f. Resolution to Amend the Jonesborough Fire District Map

The proposed Resolution adopts an amended Jonesborough Fire District Map developed in coordination with Washington County to adjust and reduce the Town's primary fire service response area serving Jonesborough and Washington County. This plan is intended to better align with current development patterns, emergency response times, and deliver the most efficient emergency and fire protection services.

The Washington County Board of Commissioners have approved an amended Washington County Fire Zones map, which includes the amended Jonesborough Fire Zone. Exhibit A of the Resolution refers to a separate map (attached) titled "Jonesborough Fire District Map". Washington County has already approved additional funding to support Jonesborough fire services as part of the county's adopted FY26 budget.

Motion: Alderman Jenkins made a motion, seconded by Alderman Countermine, to approve the Resolution to Amend the Jonesborough Fire District Map as presented. Motion passed unanimously.

RESOLUTION NO. 2025-23

A RESOLUTION TO AMEND THE JONESBOROUGH FIRE DISTRICT MAP

WHEREAS, the Town of Jonesborough, in cooperation with Washington County, Tennessee, has reviewed the boundaries of the existing Jonesborough Fire District to ensure the most efficient delivery of emergency and fire protection services; and

WHEREAS, the Town and County have worked jointly to reduce and adjust the primary service area boundaries to better align with current development patterns, emergency response times, and

WHEREAS, it is necessary to formally amend and adopt the updated Jonesborough Fire District Map to reflect these boundary adjustments; and

WHEREAS, the Town of Jonesborough Board of Mayor and Aldermen finds that the amended Jonesborough Fire District Map promotes effective public safety service delivery and serves the best interests of the residents of Jonesborough and Washington County.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE, THAT:

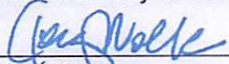
1. The amended ***Jonesborough Fire District Map***, as prepared as "***Exhibit A***", is hereby adopted as the official Jonesborough Fire District Map for the Town of Jonesborough.

2. The adopted map shall replace any previous versions of the Jonesborough Fire District Map.

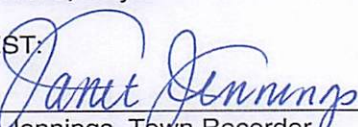
3. The Town Administrator, Public Safety Director, or Fire Chief are authorized to provide notice of the updated district boundaries to the Washington County Emergency Communications District, and any other applicable local, state, or federal agencies.

4. This Resolution shall take effect immediately upon its adoption, the public welfare requiring it.

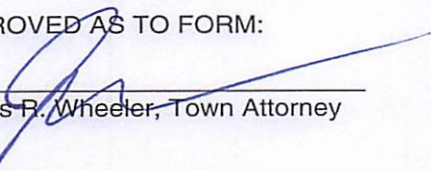
Adopted this 13th day of October 2025.



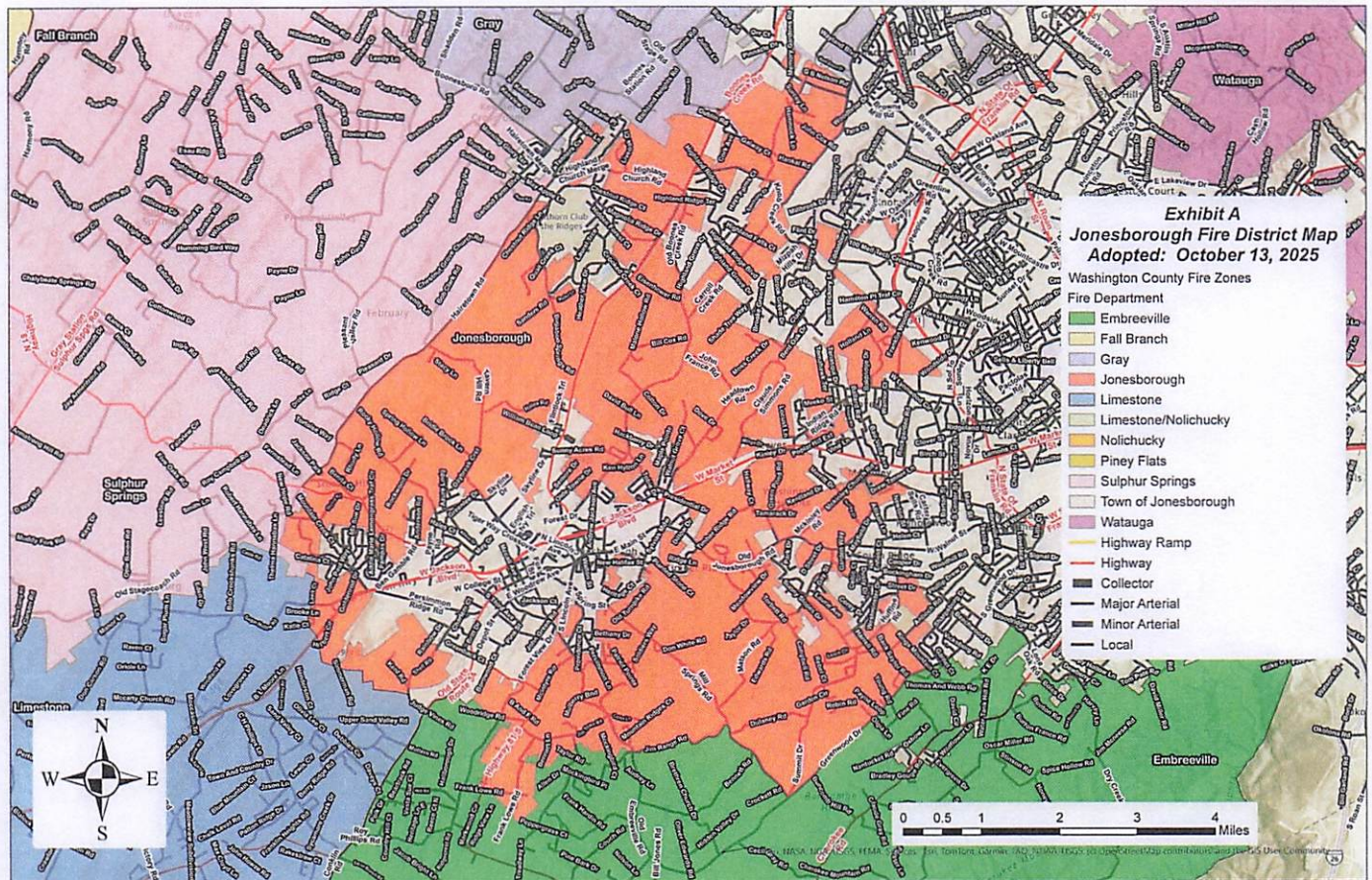
Kelly Wolfe, Mayor

ATTEST:


Janet Jennings, Town Recorder

APPROVED AS TO FORM:


James R. Wheeler, Town Attorney



g. Approval of Resolution 2025-24 for Equipment Acquisition Capital Outlay

Resolution 2025-24, authorizes the issuance of interest-bearing equipment acquisition capital outlay notes, in an amount not to exceed \$864,674.

During the 2025-26 budget process, the Board of Mayor and Aldermen approved capital projects for the General Fund, totaling \$1,677,384. Funding sources are outlined below:

- Auction Proceeds - \$186,927 – Three (3) Police Vehicles
- Debt Issue later in the fiscal year - \$625,783 – Nine (9) Police Vehicles and One (1) Fire Vehicle
- Debt Issue early in the fiscal year - \$864,674 – Various Departmental Vehicles and Equipment (see attached list for details)

The Tennessee Municipal Bond Fund (TMBF) has secured us an attractive interest rate of 4.64%. They are coordinating approval through the Comptroller's office and will administer the closing and reporting as we move through the loan process.

Average annual debt service on this loan will be approximately \$15,000 less than budgeted, however, we anticipate the debt service on the projects to exceed budget. The TMBF staff is currently working on the loan structure for the \$1,773,661 in capital projects. That resolution should be ready for consideration next month.

Motion: Alderman Causey made a motion, seconded by Alderman Jenkins, to approve Resolution 2025-24, authorizing the issuance of interest-bearing equipment acquisition capital outlay notes, in an amount not to exceed \$864,674.00 as presented. Motion passed unanimously.

RESOLUTION NO. 2025-24

RESOLUTION OF THE TOWN OF JONESBOROUGH, TENNESSEE, AUTHORIZING THE ISSUANCE OF INTEREST BEARING EQUIPMENT ACQUISITION CAPITAL OUTLAY NOTES, SERIES 2025, IN AN AMOUNT NOT TO EXCEED \$864,674, AND PROVIDING FOR THE PAYMENT OF SAID NOTES

WHEREAS, the Board of Mayor and Aldermen (the "Board"), of the Town of Jonesborough, Tennessee (the "Municipality" or the "Town"), has determined that it is necessary and desirable to authorize, issue, sell, and provide for the payment of its interest bearing capital outlay notes for the purpose of financing the acquisition of equipment for various departments of the Town, including but not limited to, the Police, Fire, Streets, Parks and Rec, and Wetlands departments, and to pay all legal, fiscal, administrative, and engineering costs incident thereto (collectively, the "Project");

WHEREAS, the Municipality finds and determines that the Project will promote or provide a traditional governmental activity or otherwise fulfill a public purpose;

WHEREAS, in order to proceed as expeditiously as possible with such an essential Project, it is necessary that interest bearing capital outlay notes be issued for the purpose of providing funds to finance the Project;

WHEREAS, the Municipality is authorized by the provisions of Title 9, Chapter 21, Tennessee Code Annotated, as amended (the "Act"), to issue such notes for said purposes upon the approval of the Comptroller of the Treasury or the Comptroller's designee; and,

WHEREAS, the Town has determined that the Project is a public works project within the meaning of the Act.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee, as follows:

Section 1. Authority. The Notes herein authorized shall be issued pursuant to the Act, and other applicable provisions of law.

Section 2. Authorization. For the purpose of providing funds to finance the costs of the Project there shall be issued pursuant to, and in accordance with, the provisions of the Act, and other applicable provisions of law, the interest bearing capital outlay notes of the Municipality, in the aggregate principal amount of not to exceed \$864,674, or such lesser amount as may be determined by the Mayor of the Municipality (the "Mayor") at the time of sale (collectively, the "Notes", individually, the "Note").

Section 3. Terms of the Notes. The Notes shall be designated "Equipment Acquisition Capital Outlay Notes, Series 2025". The Notes shall be issued in registered form, without coupons. The Notes shall be numbered from 1 upwards, shall be dated the date of issuance and delivery, shall be sold at not less than the par amount thereof, shall bear interest at a rate not to exceed 5% per annum, such interest being payable at such times as agreed upon with the purchaser of such Notes, but in no event less than semiannually each year commencing six months from the dated date or such date as shall be designated by the Mayor (the "Interest Payment Date"), and shall mature not later than the end of the tenth fiscal year following the fiscal year in which the Notes are issued. Each year the Notes are outstanding, the Municipality shall retire principal on the Notes in an amount that is estimated to be at least equal to an amortization which reflects level debt service on the Notes. If the Notes are issued through the Tennessee Municipal Bond Fund ("TMBF"), alternative loan program, the rate of interest will include an annual fee equal to 15 basis points (0.15%), payable to TMBF by the bank, to be paid from each periodic payment of interest on the Notes, based on the outstanding principal amount of the Notes. The Notes shall contain such terms, conditions, and provisions other than as expressly provided or limited herein as may be agreed upon by the Mayor of the Municipality and the purchaser of the Notes. The weighted average maturity of

the Note shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to exceed ten (10) years.

Interest on the Notes shall be payable by wire transfer, electronic means, or by check or other form of draft of the "Note Registrar," as such term is hereinafter defined, deposited by the Note Registrar in the United States mail, first class postage prepaid, in a sealed envelope, addressed to the owner of such Notes, as of the applicable Interest Payment Date, at its address as shown on the Registration Books of the Municipality maintained by the Note Registrar as of the close of business fifteen (15) calendar days preceding the next Interest Payment Date. All payments of the principal of and interest on the Notes shall be made in any coin or currency of the United States of America which, on the date of payment thereof, shall be legal tender for the payment of public and private debts.

Section 4. Redemption. The Notes shall not be subject to redemption, in whole or in part, prior to maturity; provided however, at the option of the Municipality, upon thirty (30) calendar days written notice to the registered owner, the Municipality may prepay the Notes in full at the price of par plus a 1% premium, and accrued interest to the date of redemption. Notwithstanding the above, the Municipality may make additional principal payments on the Notes upon fifteen (15) calendar days' written notice to the registered owner, from Town funds, not borrowed funds.

Section 5. Execution. The Notes shall be executed in the name of the Municipality, shall bear the manual signature of the Mayor and shall be countersigned by the Recorder of the Municipality (the "Recorder"), with his or her manual signature. In the event any officer whose signature appears on the Notes shall cease to be such officer, such signature shall nevertheless be valid and sufficient for all purposes. The Notes shall be issued in typed, printed, or photocopied form, or any combination thereof, substantially in the form attached hereto as Exhibit "A", with such minor changes therein or such variations thereof as the Mayor may deem necessary or desirable, the blanks to be appropriately completed by the Mayor prior to the issuance of the Notes.

Section 6. Registration, Negotiability, and Payment. (a) The Recorder of the Municipality is hereby appointed the note registrar and paying agent (the "Note Registrar"), and as such shall establish and maintain suitable books (the "Registration Books"), for recording the registration, conversion, and payment of the Notes, and shall also perform such other duties as may be required in connection with any of the foregoing. The Note Registrar is hereby authorized to authenticate and deliver the Notes to the original purchaser thereof, or as it may designate, upon receipt by the Municipality of the proceeds of the sale thereof and to authenticate and deliver Notes in exchange for Notes of the same principal amount delivered for transfer upon receipt of the Notes to be transferred in proper form with proper documentation as herein described. The Notes shall not be valid for any purpose unless authenticated by the Note Registrar by the manual signature of the Note Registrar on the certificate set forth in Exhibit "A" hereto. The Notes shall be fully registered as to both principal and interest and shall be fully negotiable upon proper endorsement by the registered owner thereof. No transfer of any Notes shall be valid unless such transfer is noted upon the Registration Books and until such Note is surrendered, cancelled, and exchanged for a new Note which shall be issued to the transferee, subject to all the conditions contained herein.

(b) In the event that any amount payable on any Note as interest shall at any time exceed the rate of interest lawfully chargeable thereon under applicable law, then any such excess shall, to the extent of such excess, be applied against the principal of such Note as a prepayment thereof without penalty, and such excess shall not be considered to be interest. All rates of interest specified herein shall be computed on the basis of a three hundred sixty (360) day year composed of twelve (12) months of thirty (30) days each.

Section 7. Transfer of Notes. Each Note shall be transferable only on the Registration Books maintained by the Note Registrar at the principal office of the Note Registrar, upon the surrender for cancellation thereof at the principal office of the Note Registrar, together with an assignment of such Note duly executed by the owner thereof or its attorney or legal representative, and upon payment of the charges hereinafter provided, and subject to such other limitations and conditions as may be provided therein or herein. Upon the cancellation

of any such Note, the Note Registrar shall, in exchange for the surrendered Note or Notes, deliver in the name of the transferee or transferees a new Note or Notes of authorized denominations, of the same aggregate principal amount, maturity, and rate of interest as such surrendered Note or Notes, and the transferee or transferees shall take such new Note or Notes subject to all of the conditions herein contained.

Section 8. Regulations with Respect to Transfers. In all cases in which the privilege of transferring Notes is exercised, the Municipality shall execute, and the Note Registrar shall deliver, Notes in accordance with the provisions of this Resolution. For every transfer of Notes, whether temporary or definitive, the Municipality and the Note Registrar may make a charge, unless otherwise herein to the contrary expressly provided, sufficient to pay for any tax, fee, or other governmental charge required to be paid with respect to such transfer, all of which taxes, fees, and other governmental charges shall be paid to the Municipality by the person or entity requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer. Neither the Municipality nor the Note Registrar shall be obligated to transfer any Note during the fifteen (15) calendar days next preceding the maturity date of the Notes or any call for redemption.

Section 9. Mutilated, Lost, Stolen, or Destroyed Notes. In the event any Note issued hereunder shall become mutilated, or be lost, stolen, or destroyed, such note shall, at the written request of the registered owner, be cancelled on the Registration Books and a new Note shall be authenticated and delivered, corresponding in all aspects but number to the mutilated, lost, stolen, or destroyed Note. Thereafter, should such mutilated, lost, stolen, or destroyed Note or Notes come into possession of the registered owner, such Notes shall be returned to the Note Registrar for destruction by the Note Registrar. If the principal on said mutilated, lost, stolen, or destroyed Note shall be due within fifteen (15) calendar days of receipt of the written request of the registered owner for authentication and delivery of a new Note, payment therefor shall be made as scheduled in lieu of issuing a new Note. In every case the registered owner shall certify in writing as to the destruction, theft, or loss of such Note, and shall provide indemnification satisfactory to the Municipality and to the Note Registrar, if required by the Municipality and the Note Registrar.

Any notice to the contrary notwithstanding, the Municipality and all of the officials, employees, and agents thereof, including the Note Registrar, may deem and treat the registered owner of the Notes as the absolute owner thereof for all purposes, including, but not limited to, payment of the principal thereof, and the interest thereon, regardless of whether such payment shall then be overdue.

Section 10. Authentication. Only such of the Notes as shall have endorsed thereon a certificate of authentication, substantially in the form set forth in Exhibit "A" hereto duly executed by the Note Registrar shall be entitled to the rights, benefits, and security of this Resolution. No Note shall be valid or obligatory for any purpose unless, and until, such certificate of authentication shall have been duly executed by the Note Registrar. Such executed certificate of authentication by the Note Registrar upon any such Note shall be conclusive evidence that such Note has been duly authenticated and delivered under the Resolution as of the date of authentication.

Section 11. Source of Payment and Security. The Notes, as to both principal and interest, shall be payable from funds of the Municipality legally available therefor and to the extent necessary from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality without limitation as to time, rate, or amount. Said Notes shall be a direct general obligation of the Municipality, for which the punctual payment of the principal of and interest on the Notes, the full faith and credit of the Municipality is irrevocably pledged.

Section 12. Levy of Taxes. For the purpose of providing for the payment of the principal of and interest on the Notes, to the extent required, there shall be levied in each year in which such Notes shall be outstanding a direct tax on all taxable property in the Municipality, fully sufficient to pay all such principal and interest falling due prior to the time of collection of the next succeeding tax levy. Said tax shall be assessed, collected, and paid at the time, and in the same manner, as the other taxes of said Municipality, shall be in addition to all other taxes, and shall be without limitation as to time, rate, or amount, and for that purpose there is hereby

levied a direct annual tax in such amount as may be found necessary each year to pay said principal of and interest on the Notes maturing in said year. Principal or interest falling due at any time when there shall be insufficient funds on hand from such tax levy for the payment thereof shall be paid from the general fund or other available funds of the Municipality, but reimbursement therefor may be made from the taxes herein provided when the same shall have been collected. Such taxes levied and collected therefor shall be deposited in the general fund or debt service fund and used solely for the payment of principal of and interest on the Notes as the same shall become due.

Section 13. Approval of Comptroller of the Treasury or the Comptroller's Designee. Anything herein contained to the contrary notwithstanding, no Notes authorized under this Resolution shall be issued, sold, or delivered, unless and until the Town has received the written approval of the Comptroller of the Treasury or the Comptroller's designee, as provided by Section 9-21-601 et. seq., Tennessee Code Annotated, as amended. The Mayor, Recorder, Town Attorney, and Bond Counsel are hereby authorized to take or cause to be taken such steps as are necessary to obtain such approval.

After the issuance and sale of the Notes, and for each year that any of the Notes are outstanding, the Municipality shall prepare an annual budget and budget ordinance in a form consistent with accepted governmental standards, and as approved by the Comptroller of the Treasury or the Comptroller's designee. The budget shall be kept balanced during the life of the Notes and shall appropriate sufficient monies to pay all debt service. The annual budget and ordinance shall be submitted to the Comptroller of the Treasury or the Comptroller's designee immediately upon its adoption; provided however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or the Comptroller's designee, in accordance with the Act. If the Comptroller of the Treasury or the Comptroller's designee determines that the budget does not comply with the Act, the Municipality shall adjust its estimates or make additional tax levies sufficient to comply with the Act, or as directed by the Comptroller of the Treasury or the Comptroller's designee.

Section 14. Sale of Notes. The Notes herein authorized shall be sold by the Mayor by the informal bid process at a price of not less than par, in accordance with the Act.

Section 15. Disposition of Note Proceeds. The proceeds from the sale of the Notes shall be paid to the official of the Municipality designated by law as the custodian of the funds thereof to be deposited in a special fund known as the "Equipment Acquisition Capital Outlay Notes, Series 2025 Project Fund" (the "Project Fund"), which is hereby authorized to be created, to be kept separate and apart from all other funds of the Municipality. The monies in the Project Fund shall be disbursed solely to finance the Project and to pay the costs of issuance of the Notes. Monies in the Project Fund may be invested and shall be secured in the manner prescribed by applicable statutes relative to the investment and securing of public or trust funds. Any monies remaining in the Project Fund after completion of the Project shall be used to pay principal on the Notes.

Section 16. Non-Arbitrage Certification. The Municipality certifies and covenants with the owner of the Notes that so long as the principal of any Note remains unpaid, monies on deposit in any fund or account in connection with the Notes, whether or not such monies were derived from the proceeds of the sale of the Notes or from any other source, will not be used in a manner which will cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and any lawful regulations promulgated thereunder, as the same presently exist, or may from time to time hereafter be amended, supplemented, or revised. The Municipality reserves the right, however, to make any investment of such monies permitted by Tennessee law and this Resolution if, when and to the extent that said Section 148 or regulations promulgated thereunder shall be repealed or relaxed or shall be held void by final decision of a court of competent jurisdiction, but only if any investment made by virtue of such repeal, relaxation, or decision would not, in the opinion of counsel of recognized competence in such matters, result in making the interest on the Notes subject to inclusion in gross income of the owner thereof for federal income tax purposes.

The Municipality covenants that it shall comply with Section 148(f) of the Code, unless legally exempted therefrom and it represents that in the event it shall be required by Section 148(f) of the Code to pay "Rebatable Arbitrage," as defined in the regulations promulgated under the Code, to the United States Government, it will

make such payments as and when required by said Section 148(f) and will take such other actions as shall be necessary or permitted to prevent the interest on the Notes from becoming subject to inclusion in federal gross income of the owner of the Notes for purposes of federal income taxation.

Section 17. Designation of Notes as Qualified Tax-Exempt Obligations. The Municipality hereby designates the Notes as "qualified tax-exempt obligations" within the meaning and for the purpose of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. The Municipality reasonably anticipates that the amount of tax-exempt obligations (other than obligations described in Section 265(b)(3)(C)(ii)) which will be issued during the calendar year by the Municipality (i) any issuer with respect to which the Municipality is deemed to be an "on behalf of" issuer, and (ii) all subordinate entities which are treated as one issuer under Section 265(b)(3)(E) of the Code, will not exceed \$10,000,000, and not more than \$10,000,000 of obligations issued by the Municipality (together with those issued by any other issuers that are treated as one issuer under such Section 265(b)(3)) during the 2025 calendar year will be designated as "qualified tax-exempt obligations".

Section 18. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Municipality and the owner of the Notes, and after the issuance of the Notes, no change, variation, or alteration of any kind in the provisions of this Resolution shall be made in any manner, until such time as all installments of the principal of and interest on the Notes shall have been paid in full or the consent of the registered owner of the Notes has been obtained; provided, however, that the Municipality is hereby authorized to make such amendments to this Resolution as will not impair the rights or security of the owner of the Notes

Section 19. No Action to be Taken Affecting Validity of the Notes. The Municipality hereby covenants and agrees that it will not take any action, that would in any manner affect the validity of the Notes or limit the rights and remedies of the owner from time to time of such Notes. The Municipality further covenants that it will not take any action that will cause the interest on the Notes to be subject to inclusion in gross income of the owner thereof for purposes of federal income taxation.

Section 20. Miscellaneous Acts. The Mayor, the Recorder, and all other appropriate officials of the Municipality are hereby authorized, empowered, and directed to do any and all such acts and things, and to execute, acknowledge, and deliver all such documents, instruments, and certifications, in addition to those acts, things, documents, instruments, and certifications hereinbefore authorized and approved, as may in their discretion, be necessary or desirable to implement or comply with the intent of this Resolution; or any of the documents herein authorized and approved; or for the authorization, issuance, and delivery of the Notes.

Section 21. Failure to Present Notes. Subject to the provisions of Section 3 hereof, in the event any Note shall not be presented for payment when the principal becomes due at maturity and in the event monies sufficient to pay such Note shall be held by the Note Registrar for the benefit of the owner thereof, all liability of the Municipality to such owner for the payment of such Note shall forthwith cease, terminate, and be completely discharged. Thereupon, the Note Registrar shall hold such monies, without liability for interest thereon, for the benefit of the owner of such Note who shall thereafter be restricted exclusively to such monies for any claim under this Resolution or on, or with respect to, said Note, subject to escheat or other similar law, and any applicable statute of limitation.

Section 22. Payments Due on Saturdays, Sundays, and Holidays. Whenever the interest on or principal of any Note is due on a Saturday or Sunday or, at the place designated for payment, a legal holiday or a day on which banking institutions are authorized by law to close, then the payment of the interest on, or the principal of, such Note need not be made on such date but must be made on the next succeeding day not a Saturday, Sunday, or a legal holiday or a day upon which banking institutions are authorized by law to close, with the same force and effect as if made on the date of maturity; and no interest shall accrue for the period after such date.

Section 23. No Recourse Under Resolution or on Notes. All stipulations, promises, agreements, and obligations of the Municipality contained in this Resolution shall be deemed to be the stipulations, promises, agreements, and obligations of the Municipality and not of any officer, director, or employee of the Municipality in

his or her individual capacity, and no recourse shall be had for the payment of the principal of or interest on the Notes or for any claim based thereon or under this Resolution against any officer, director, or employee of the Municipality or against any official or individual executing the Notes.

Section 24. Severability. If any section, paragraph, or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions hereof.

Section 25. Repeal of Conflicting Resolutions and Effective Date. All resolutions and orders, or parts thereof, in conflict with the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, and this Resolution shall be in effect as of the date of its adoption the welfare of the Municipality requiring it.

Approved and adopted this 13th day of October, 2025.



Mayor

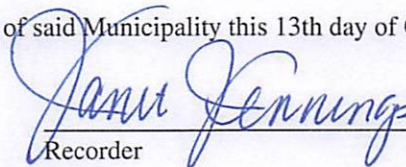
Attest:


Recorder

**STATE OF TENNESSEE)
COUNTY OF WASHINGTON)**

I, Janet Jennings, hereby certify that I am the duly qualified and acting Recorder of the Town of Jonesborough, Tennessee (the "Municipality"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board"), of said Municipality held on October 13, 2025; (2) that I have compared said copy with the original minute record of said meeting in my official custody; (3) that said copy is a true, correct, and complete transcript from said original record insofar as said original record relates to, among other matters, the authorization of the issuance of not to exceed \$864,674 Equipment Acquisition Capital Outlay Notes, Series 2025, by said Municipality; (4) that the actions by said Board including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

WITNESS my official signature and the seal of said Municipality this 13th day of October, 2025.



Recorder

EXHIBIT A - FORM OF NOTE

Registered
No. _____

Registered
\$ _____

**UNITED STATES OF AMERICA
STATE OF TENNESSEE
TOWN OF JONESBOROUGH
EQUIPMENT ACQUISITION CAPITAL OUTLAY NOTE,
SERIES 2025**

Registered Owner:

Principal Amount:

THE TOWN OF JONESBOROUGH, TENNESSEE (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, hereby acknowledges itself indebted and promises to pay, as hereinafter set forth, in the manner hereinafter provided, to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Principal Payment Dates, unless this Note shall have been duly called for prior redemption and payment of the redemption price shall have been made or provided for, the Principal Amounts set forth on Exhibit A attached hereto and incorporated herein as fully as though copied, and to pay interest on said Principal Amounts from the date hereof, or such later date as to which interest has been paid, to the Principal Payment Dates set forth on Exhibit A, semiannually on _____ 1 and _____ 1 of each year, commencing _____ 1, 2026, at the Interest Rate per annum set forth on Exhibit A, with principal and interest being payable by wire transfer, check, draft, or warrant to the Registered Owner hereof at the address shown on the registration books of the Recorder maintained at the City Hall, Surgoinesville, Tennessee, or its successor as registrar and paying agent (the "Note Registrar"), on the fifteenth (15th) calendar day next preceding an interest payment date, in any coin or currency of the United States of America which on the date of payment thereof is legal tender for the payment of public and private debts.

In the event that any amount payable hereunder as interest shall at any time exceed the rate of interest lawfully chargeable on this note under applicable law, any such excess shall, to the extent of such excess, be applied against the principal hereof as a prepayment thereof without penalty, and such excess shall not be considered to be interest. All rates of interest specified herein shall be computed on the basis of a three hundred sixty (360) day year composed of twelve (12) months of thirty (30) days each.

The principal hereof and interest hereon shall bear interest from and after their respective due dates (whether by acceleration, demand, or otherwise) at the same rate of interest payable on the principal hereof.

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this note and the income therefrom is exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, estate, and transfer taxes and except as otherwise provided in said Code.

This note is one of a series of notes known as "Equipment Acquisition Capital Outlay Notes, Series 2025" (the "Notes"), issued by the Municipality in the aggregate principal amount of \$864,674. The Notes which are issued for the purpose of financing the acquisition of equipment for various departments of the Town, including but not limited to, the Police, Fire, Street, Parks and Rec, and Wetlands departments, and to pay all legal, fiscal, administrative, and engineering costs incident thereto, are authorized by an appropriate resolution of the Board of Mayor and Aldermen, and particularly that certain Resolution of the Board of Mayor and Aldermen adopted on October 13, 2025, as such resolution may be from time to time amended or supplemented in accordance with its terms (such resolution, as so amended or supplemented, being herein called, the "Resolution"), and are issued pursuant to, and in full compliance with, the Constitution and the statutes of the State of Tennessee, including, but not limited to, Title 9, Chapter 21, Tennessee Code Annotated, as amended (the "Act"). Copies of the Resolution are on file at the office of the Recorder of the Municipality, and reference is hereby made to the Resolution and the Act, for a more complete statement of the terms and conditions upon which the Notes are issued thereunder, the rights, duties, immunities, and obligations of the Municipality, and the rights of the Registered Owner hereof.

This note and interest hereon is payable from funds of the Municipality legally available therefor and to the extent necessary from ad valorem taxes to be levied on all taxable property in the Municipality without limitation as to time, rate, or amount. For the prompt payment of this note, both principal and interest, as the same shall become due, the full faith and credit of the Municipality are hereby irrevocably pledged.

The Municipality has designated the Notes as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This note is transferable by the Registered Owner hereof by its attorney or legal representative at the office of the Note Registrar, but only in the manner and subject to the limitations and conditions provided in the Resolution and upon surrender and cancellation of this note. Upon any such transfer, the Municipality shall execute, and the Note Registrar shall authenticate and deliver in exchange for this note, a new fully registered note or notes, registered in the name of the transferee, in authorized denominations, in an aggregate principal amount equal to the principal amount of this note, of the same maturity and bearing interest at the same rate. For every transfer of notes, whether temporary or definitive, the Municipality and the Note Registrar may make a charge, unless otherwise herein to the contrary expressly provided, sufficient to pay for any tax, fee, or other governmental charge required to be paid with respect to such transfer, all of which taxes, fees, or other governmental charges shall be paid to the Municipality by the person or entity requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer.

The Municipality and the Note Registrar may deem and treat the entity in whose name this note is registered as the absolute owner hereof, whether such note shall be overdue or not, for the purpose of making payment of the principal of and interest on this note and for all other purposes. All such payments so made shall be valid and effectual to satisfy and discharge the liability upon this note to the extent of the sum or sums so paid, and neither the Municipality nor the Note Registrar shall be affected by any notice to the contrary.

The Notes are issuable only as fully registered Notes, without coupons. At the office of the Note Registrar, in the manner and subject to the limitations, conditions, and charges provided in the Resolution, fully registered Notes may be exchanged for an equal aggregate principal amount of fully registered Notes of the same maturity, of authorized denominations, and bearing interest at the same rate.

The Note shall not be subject to redemption, in whole or in part, prior to maturity; provided however, at the option of the Municipality, upon thirty (30) calendar days written notice to the Registered Owner, the Municipality may prepay the Note in full at the price of par plus a 1% premium, and accrued interest to the date of redemption. Notwithstanding the above, the Municipality may make additional principal payments on the Note upon fifteen (15) calendar days' written notice to the Registered Owner, from Town funds, not borrowed funds.

This note shall have all the qualities and incidents of, and shall be, a negotiable instrument under, the Uniform Commercial Code of the State of Tennessee, subject only to provisions respecting registration of such note. This note is issued with the intent that the laws of the State of Tennessee shall govern its construction.

It is hereby certified, recited, and declared that all acts and conditions required to be done and to exist precedent to the issuance of, this note in order to make this note a legal, valid, and binding obligation of the Municipality, have been done, and did exist in due time and form as required by the Constitution and statutes of the State of Tennessee; and that this note and the issue of which it is a part, together with all other indebtedness of such Municipality, does not exceed any limitation prescribed by the Constitution or statutes of the State of Tennessee.

IN WITNESS WHEREOF, THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE, has caused this note to be signed by the manual signatures of the Mayor and the Recorder, all as of _____, 2025.

h. First Reading on an Ordinance to Amend Municipal Code Title 11, Chapter 12, Section 11-1207, Prohibited Signs

The proposed amendment to the Jonesborough Municipal Code is a change to Title 11 Planning and Zoning, Chapter 12 Business and Advertising Signs, Section 11-1207 "Prohibited Signs", Paragraph (1).

The Historic Zoning Commission (HZC) has been studying lighting arrangements within the Historic District for several months, with public meetings and input from downtown merchants. The proposed amendment as presented in red follows the action of the HZC regarding an exemption, as outlined below as follows:

Motion: Alderman Jenkins made a motion, seconded by Alderman Dickson, to approve the Ordinance to Amend the Jonesborough Municipal Code Title 11, Chapter 12, Section 11-1207, Prohibited Signs, Paragraph (1) on First Reading as presented. Motion passed unanimously.

ORDINANCE NO. 2025-11

AN ORDINANCE AMENDING THE JONESBOROUGH BUSINESS AND ADVERTISING SIGN ORDINANCE RELATED TO PROHIBITED SIGNS

WHEREAS, the Jonesborough Historic Zoning Commission (HZC) has studied Section 11-1207, Prohibited Signs, of the Jonesborough Municipal Code in relation to the historic overlay districts H-1 and H-2, and

WHEREAS, the HZC has conducted public meetings to discuss prohibited signs and seeking certain exceptions under certain conditions only applying to the H-1 and H-2 Overlay Zoning Districts, and

WHEREAS, the HZC has approved similar amendments to the Jonesborough Historic Zoning Commission Advertising Standards and Guidelines for the H-1 and H-2 Overlay Zones, and

WHEREAS, the HZC is recommending that the Board of Mayor and Aldermen amend the town's Municipal Code Section 11-1207(1), and

WHEREAS, Section 11-1207(1) Prohibited Signs of the Jonesborough Sign Ordinance states that *"Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof"*, and

WHEREAS, it has been determined that it is in the general public's best interest for Section 11-1207(1) of the Jonesborough Sign Ordinance as this section pertains to the H-1 and H-2 Overlay Districts be amended.

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough that Title 11, Planning and Zoning, Chapter 12 Business and Advertising Signs, Section 11-1207(1) Prohibited Signs, of the Jonesborough Sign Ordinance is hereby amended to read as follows (amended text in red):

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

(1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof. **String lights on the exterior of businesses or directly behind business display windows are not permitted. For the H-1 and H-2 overlay zones an exception for the display of String Lights is allowed during the following holiday periods – the Friday before Thanksgiving to January 31 and from June 28 to July 11. During these periods, string lights can be displayed behind storefront windows in so far as they are not excessively bright (examples: light floods onto sidewalk, light distracts traffic, or light makes it difficult to see items inside the window). Lights that flash, wink, strobe, or blink are not permitted in the H-1 and H-2 overlay zones per this Section of the code.**

This Ordinance shall become effective after its passage on second and final reading.

Motion was made by Alderman Jenkins and seconded by Alderman Dickson that the preceding Ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Jenkins, Alderman Dickson, Alderman Causey, Alderman Countermine

Those voting against: _____

PASSED ON FIRST READING October 13, 2025

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by _____ that
the preceding ordinance be adopted on second and final reading. Those voting for the adoption
thereof were: _____

Those voting against: _____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

**i. First Reading on an Ordinance imposing a Temporary Moratorium on the
Establishment of “Data Processing Centers” for a period of 2 years within
Jonesborough’s Corporate Limits.**

The concept of general public welfare is broad and inclusive, and it is within the power and prerogative of the Town to determine and ensure that development be implemented in the best interest of the Town as a whole. The Town is charged with regulating the Town of Jonesborough’s town ordinances and zoning ordinances. The purpose of this moratorium is to allow sufficient time for the Planning Commission, Board of Mayor and Aldermen, and staff to study and research the land use compatibility, infrastructure impacts, environmental and health impacts, and broader policy considerations associated with Data Processing Centers.

The 2-year moratorium as presented is in the best interests of the health, welfare, and safety of the Town and its residents.

Motion: Alderman Countermine made a motion, seconded by Alderman Causey, to approve the Ordinance imposing a temporary moratorium on the establishment of Data Processing Centers for a period of 2 years within Jonesborough’s corporate limits as presented. Motion passed unanimously.

ORDINANCE NO. 2025-12
AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON
THE ESTABLISHMENT OF DATA PROCESSING CENTERS

WHEREAS, the Board of Mayor and Aldermen and staff identified the need to update the town's land use control regulations to address current and emerging technologies not yet covered by existing zoning regulations including but not limited to data processing centers; and

WHEREAS, staff recommends that the Board of Mayor and Aldermen enact a two-year moratorium on the establishment of data processing centers to allow sufficient time for the Planning Commission, Board of Mayor and Aldermen, and staff to evaluate land use compatibility, infrastructure demands, environmental and neighborhood impacts, and broader policy considerations associated with these facilities; and

WHEREAS, the Board of Mayor and Aldermen find that adoption of a temporary moratorium is a reasonable and necessary measure to protect the public health, safety, and welfare of the citizens of Jonesborough, Tennessee and to ensure that appropriate zoning standards are in place prior to the approval of data processing facilities.

NOW, THEREFORE, BE IT ORDAINED by the Town of Jonesborough, Tennessee as follows:

- A. There is hereby imposed a temporary moratorium for a period of two (2) years on the acceptance, review, processing, or approval of any rezoning request, site plan, development plan, or building permit application that proposes or would allow establishment of a data processing center or similar facility within the corporate limits of the Town of Jonesborough, Tennessee.
- B. For purposes of this ordinance "Data Center" shall mean any property, building, structure, or parcel of land that is designed, constructed, maintained, or operated the primary purpose of conducting Digital Data Operations. Such facilities may include, without limitation, high-density computer and network equipment, servers, data storage systems, appliances, air-handling units, backup power generators, water-cooling and storage systems, utility substations, and any other mechanical, electrical, or utility infrastructure customarily associated with, or necessary to, the continuous and reliable operation of such use. "Data Center" also includes the administrative offices, ancillary support areas, and similar accessory functions directly related to the principal use when located within the same facility.
- C. For purposes of this ordinance, "Digital Data Operations" shall mean the storage, management, processing, or transmission of digital information, whether now known or hereafter developed. Such operations include, but are not limited to, computationally intensive applications such as blockchain technology, cryptocurrency mining, weather modeling, genome sequencing, artificial intelligence or machine learning processes, and other comparable activities.

BE IT FURTHER ORDAINED that a public hearing on this ordinance shall be held by the Board of Mayor and Aldermen prior to its adoption on final reading.

BE IT FURTHER RESOLVED, that, unless further extended, this moratorium shall expire on October 13, 2027.

THIS ORDINANCE shall become effective immediately from and after its final passage, the welfare of the Town requiring it.

Motion was made by Alderman Countermine and seconded by Alderman Causey that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Countermine, Alderman Causey, Alderman Dickson, Alderman Jenkins
Those voting against:_____

PASSED ON FIRST READING October 13, 2025

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by _____ that the preceding ordinance be adopted on second and final reading. Those voting for the adoption thereof were:_____

Those voting against:_____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

j. Jonesborough Street Department Pricing Plan charges for Repairing Road Utility Cuts from the Jonesborough Utility Department

On July 14, 2025, BMA meeting, the BMA approved authorizing the Town Street Department (SD) to complete utility-cut repair work outside the corporate limits. To repeat somewhat from the July meeting, the addition of the hotbox, the SD could complete the repairs for the Utility Department (UD) at a rate far less than a private contractor. The SD would make the repairs and submit an invoice to the UD for payment. The last part of the plan was for Operations Manager Craig Ford and SD Director Steve Prisament to submit a pricing plan for BMA approval.

With the pricing plan being significantly less expensive than private contracting prices, the town's pricing will be subject to increases based on fair market value or inflationary factors (materials and/or labor). The pricing plan will be reviewed by departments at least quarterly to maximize collaboration. The proposed pricing plan is as follows:

Street Department Pricing Plan

The Street Department will charge the Utility Department \$600.00 per ton of asphalt used for street repairs following utility cuts. This rate includes material, labor, and equipment associated with street patching and restoration. An example of the Invoicing is below:

Invoice Line Example

Location	Description	Quantity (Tons)	Rate	Amount
Bugaboo Springs Rd.	Asphalt replacement for utility cuts	1.0	\$600.00	\$600.00

The proposed pricing plan is deemed reasonable between departments, and both parties recommend BMA approval.

Motion: Alderman Jenkins made a motion, seconded by Alderman Causey, to approve the Street Department Pricing Plan to be charged to Jonesborough Utilities for street repairs because of utility-cut work, with pricing subject to change based on fair market value or inflationary factors such as materials and or labor costs as presented. Motion passed unanimously.

k. Special Event Application for Jeeps on Main

The BMA had previously given approval for the Jeeps on Main Special Event on May 12, 2025, to take place on September 1, 2025. That event date was cancelled and a new date of January 17, 2026, is proposed.

The event will be from 11:00 AM to 4:00 PM with an estimated number of attendees at 500-700 people. The purpose of the event is to bring Jeep owners to Jonesborough for activities and good clean family fun. Public Safety has been requested as their application includes a street closure between 10:30 AM to 4:30 PM on Main Street from Fox Street to Second Avenue. Two to three food trucks will be downtown as well to serve the special event. Request for services include police and security and communications and/or publicity. The Proof of Insurance and Hold Harmless has been received.

Motion: Alderman Countermine made a motion, seconded by Alderman Jenkins, to approve the Jeeps on Main Special Event scheduled for Saturday, January 17, 2026, from 11:00 am to 4:00 pm including the requested street closure as presented. Motion passed unanimously.

I. Approval of Bid for Aquatics Services – Pool Filtration System at Wetlands

The current pool filtration system at Wetlands Waterpark was installed in the early 2000s by CASS-TN, Inc. and has reached the end of its useful life. The system no longer meets current state standards for water turnover rate, lacks pressure gauges, and does not include modern water quality sensors that automatically monitor chemical levels. As a result, the facility must use significantly more chemicals than a modern filtration system would require maintaining safe and balanced water conditions.

Additionally, all major components and parts used in the existing system have been discontinued, making repairs increasingly difficult and unreliable. To ensure compliance with state health regulations and maintain a safe and efficient aquatic environment, the Board previously approved \$350,000 in funding to replace the filtration system at Wetlands Waterpark.

Efficient water filtration is critical to maintaining proper circulation, clarity, and sanitation. A faster turnover rate allows the system to filter the entire volume of water more frequently, which reduces bacteria growth, improves water clarity, and minimizes chemical usage. This not only enhances guest safety and comfort but also reduces long-term operational costs.

The Town of Jonesborough publicly opened bids for the Aquatic Services – Replace Pool Filtration System project on Monday, October 6, 2025, at 10:00 a.m. Two bids were received and opened at that time:

Vendor	Bid Amount
Walden Chemical, DBA Bluewater CAS	\$168,500.00
CASS-TN, Inc.	\$261,851.74

Copies of both bid submissions are attached and made part of the agenda packet.

The Director of Parks and Recreation Chris Kudera evaluated both submissions against the bid specifications, Bluewater CAS failed to meet several key requirements outlined in the bid packet. Notable deficiencies include:

- Failure to list the manufacturer warranty details; the submission only states “1-year warranty and manufacturer warranty” without specifying the duration or terms.
- Lack of system specifications—the equipment listed could not be verified online, and the manufacturer’s data does not support the claimed system performance. For example, the provided graph shows no configuration where a 42-inch filter achieves 96 sq. ft. of filtration area as stated; the largest available configuration equals 89 sq. ft., which fails to meet the minimum turnover rate required.

This project is an approved FY26 Capital Project “Pump Room Replacement” that was estimated/budgeted at \$350,000.00. The bids received are well below the budgeted amount.

Parks and Recreation Director recommendation is to approve the CASS-TN, Inc. bid in the amount of \$261,851.74 based on meeting and exceeding bid specifications, and that the Waterpark Director and Operations Manager determine if town staff can perform the demolition portion, which could reduce the total project cost to \$227,291.74. He further recommends maintaining the option to include the demolition cost if determined that town staff are unable to do the work safely or efficiently.

Motion: Alderman Dickson made a motion, seconded by Alderman Causey, to approve the CASS-TN, Inc. bid in the amount of \$261,851.74 based on mee as presented. Motion passed unanimously.

Mayor Wolfe adjourned the Board meeting.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

Consent Agenda
2

DATE: November 3, 2025

AGENDA ITEM

SUBJECT: Approval of Bills

Due to the tight turnaround between meetings and working with the Auditors, the bills will be shared at the December meeting.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** Consent Agenda

SUBJECT: Town Administrator Report

**TOWN ADMINISTRATOR MONTHLY REPORT
SEPTEMBER 2025**

I hope this monthly update finds you well! If you have any specific monthly updates, please do not hesitate to let me know. This has been a narrower gap between monthly meetings since we are meeting one week in advance of our normal schedule.

1. Website Update: I have met with staff a few times to discuss various design thoughts for our website. We are exploring other governmental websites like Franklin TN, Bristol, TN, etc...to find the best attributes of each. Before next month, we should have examples of website pages like the main page, showing how a Mega Menu for us will be a great asset to user navigation on our site, and video/audio example on the front page as well. We are assessing with Six Rivers, our website host, on what improvements are possible while at the same time, staff are working on drafting a bid document to solicit quotes for a redesign which I project will be \$25,000.00 or greater (therefore the need to bid project). We want to avoid where a web designer uses boilerplate templates that can dramatically reduce our ability to be unique or add webpages like we recently did for Street Closures. We will form a review panel for this endeavor that will help guide us on best decision-making for a new website, and the preliminary thought is to interview the companies that bid as well to add more competitive structure. More information will be provided by next board meeting.
2. Communications: I met with well over 100 people on October 16th at the Visitor's Center regarding traffic issues in and around the area the Meadows and what was referred to as the New Hope Connector Road. We used social media, our website, and door knockers to inform the public of the meeting. Summary details of the overall meeting will be provided for the next board meeting. The impact that growth is having within the town and "around" us was a strong topic. Overall people were respectful and grateful to the town for holding the public input meeting and listening to their concerns. A representative of TDOT was there as well that we are working with as impact of 11-E is a major component of that intersection related issues. Operations Manager Craig Ford did a GREAT job of helping me and the crowd with historically accurate knowledge of the traffic problems in that area, and alternative ideas to mitigate the problem for over a decade.
3. YouTube/Video: I am working with Tourism Director Cameo Waters on some video ideas whereby I would be introducing members of our staff, updating on projects, the happenings of post board meetings perhaps or employee of the month, or highlighting an

accomplishment, and finding some light and fun topics like Jonesborough Trivia, and more...as a form of enhancing community engagement/communication from the Town Administrator side of things.

4. Traffic 11-E Corridor: Mattern & Craig Engineering (M&C) are conducting our traffic signalization study along the Highway 11-E Corridor from Hometown Road to Persimmon Ridge Road. One significant advantage knowing that BrightRidge has fiber along 11-E in the area of our traffic signals is the future of an interconnected system of traffic optimization of peak-hour traffic timing plans. This is essential to the town mitigating our corridor congestion issues. I have been consistently getting updates from them, with the last part being an assessment of our traffic control cabinets. M&C is striving to provide the traffic signal study early November or if a bit later, before Thanksgiving.
5. First Frontier Trail: We continue to move forward on our RTP and LPRF projects regarding the First Frontier Trail. As we have been awarded both grants, staff with the assistance of Community Development Partners continue the process to get us to bid and construction activities.
6. Improving the rear room in the Board Room. **UPDATE:** This project is completed besides some cosmetic touch-ups and a new conference room table. It has become a great space for meetings, conference calls, Teams, etc., and the ease of projecting from laptop to large screen monitor. The only hangup is finding the nurse who sees town employees as part of our Wellness Program on Wednesdays, a different town space to keep the conference room relevant for "conference room" activities.
7. Special Census: As you are aware, the Governor signed into law effective on January 1, 2026 that the State will be utilizing the Tennessee Data Center yearly population estimates toward state shared revenues for local governments. That means we do not have to wait until the next decennial census to gain additional funds based on a growing population. I will be attending a webinar next month to find out more details on this great news. I anticipate an increase of \$170,000.00 for next fiscal year based on our population growth between last census 2020 through June 30, 2026.
8. Hand Up Fund. **Update:** I am close on implementing this fund program which will be marketed by the town in cooperation with Good Samaritan Ministries who would be the application and vetting agency on providing financial assistance to water customers within the Jonesborough system.
9. The Mauk Property – **Update** – The Family declined the town's offer of \$20,000.00 over the appraised value without a counteroffer. I sent an official response letter 2 weeks ago requesting a counteroffer. I have no update on this matter to report as of today, October 31st.
10. AME Zion Church: **Update** - located at 208 W. Woodrow Avenue regarding the desire of the town that this property located in the historic district be preserved and protected as a historically significant property to the community. Vice-Mayor Adam Dickson and I were able

to secure a purchase price of \$28,700.00 which is \$700.00 over the appraised value, but \$12,000.00 less than the Church's asking price. It is of course an agenda item before you for approval to purchase and move forward with a closing plan.

11. Town Hall Expansion: **Update** – Mayor Kelly Wolfe, Craig Ford (Operations Manager/Public Safety Director), and I met with Rebecca Lineberry, Greyscale Design, at options for Town Hall expansion focusing on public safety and required space to meet the immediate and future demands for personnel, vehicles, equipment, etc. We looked at “needs” in the green space to the north and west of town hall. We spoke “design” and architectural style to compliment town hall, ingress/egress, the number of bay doors, living quarters, etc. It was a very good start to exploring our current needs and a reminder to always look at future needs/expansion in this process.
12. Capital projects and equipment budgeted for FY26 on both the general and water fund sides are going well. We will continue to advance these projects, including getting quotes and bids out for solicitations in an expeditious manner. You will notice periodic bids coming before you for approval based on those capital needs.
13. The Street Department has started a traffic study by installing cables in the South Cherokee area based on concerns of residents in the area that were voiced last month at the BMA meeting. With all the railroad crossings being impacted with closings, we will continue to study for at least one week after all railroad activities cease.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

Consent Agenda

DATE: November 3, 2025

AGENDA ITEM #: 4

SUBJECT: Operations Manager Report

Date: October 29, 2025

The Street Department and the Parks and Recreation Department were able to complete Tiger Park prior to the State's final inspection for the LPRF grant. Upon conclusion of the final inspection, we were asked if we had any questions.

I had one question. I asked what their first impression of the park was when they pulled onto the parking lot. Their response was, "Wow, this is awesome." I tend to agree. We heard many of the same comments at the ribbon cutting ceremony.

The Parks and Recreation Department still has some last-minute work to complete. We are installing a ceiling in the dugouts, and we are installing benches, bat and helmet shelving. This had not arrived for installation prior to the ribbon cutting. We are also having the detention pond and a couple of banks hydro-seeded in an attempt to get grass up quicker.

The installation of the new retaining wall on West Main Street between Second Avenue and Washington Avenue was completed this month. The contractor did a good job on this project. We ran into a huge problem near the intersection with Washington Avenue.

We had to excavate in front of the stacked-stone wall. In doing so, we had to have the contractor form and pour an additional retaining wall. This was completed within 24 hours to protect the wall from possible collapse. Due to this urgency, there was no time to do a change order to the initial bid to the Board of Mayor and Alderman.

The additional work was completed at a cost of \$5,867.25. This was a very fair price for the work the contractor had to complete, and the urgency in which they completed it.

The contractor began installing the brick on this section of sidewalk on October 28, 2025. They are making good progress, and their work is excellent.

As a side note to this project, I requested the Building Inspector to look at this project. Upon his examination, he has advised that we will need to add approximately 75 to 80 feet of handrail. I have spoken with Frank Collins (Historic Zoning) and Dr. Bill Kennedy, and a rail has been selected that meets Historic District guidelines.

I will meet with the handrail contractor once the project is completed. He will need to take measurements of the final project prior to building the handrail.

We began an office expansion project upstairs at town hall. We converted the small break room and part of the storage closet into an office. I am hoping to have this project completed by November 07, 2025.

We are also making progress with the boardroom conference room area. There will be new carpet installed the week of November 03, 2025.

The contractor also completed the installation of the concrete steps at the Senior Center. The Street Department installed the crosswalks, and the Senior Center Director is working with the striping contractor to do some work on a couple of the parking spaces.

I have been in contact with a contractor to build and install the handrail for the stairs. This is the same contractor that completed the railing for Lincoln Park. I wanted to make sure the railing all matched.

The HVAC contractor has begun installing the HVAC unit at the Street Department building. Once that work is complete, we will get the drywall hung and make a final push to get this building completed over the winter.

I met with the State grant coordinators to close out the grant portion of the Jackson Theater and ISC building. This was the final step in this process to obtain reimbursement.

I attended the EMS Board of Directors meeting this month.

I have also attended various planning meetings regarding building and walkway projects. I continue to work with Engineer Todd Wood on the First Frontier Walkway project.

I also completed 15 hours of my annual 40-hour required in-service this month.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** *Consent Agenda*
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SUBJECT: Committee Reports

1. Historic Zoning Commission – October 9, 2025
2. McKinney Center Advisory Committee – October 16, 2025
3. Planning Commission – September 16, 2025
4. Board of Zoning Appeals – September 16, 2025
5. Board of Zoning Appeals – August 19, 2025
6. Planning Commission – August 19, 2025

HISTORIC ZONING COMMISSION

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
October 9, 2025 – 6:00 PM
Minutes

Members Present: Frank Collins, Nita VanTil, Matt Kehn, Michael Kieta, Colton Brasure, Rebecca Moss, Chad Hylton, Herman Jenkins
Members Absent: Marcy Hawley

Call to Order

Chair, Frank Collins, called the meeting to order at 6:00 PM.

Item I: Public Comments

No comments made.

Item II: New Business

239 E Main St. – Owner/Presenter: Mikki Henley

Request to remove the two additions on the rear of the original 1879 house. The additions are lower quality materials and are in poor condition. The owner had a Structural Engineer do an assessment of the property who recommended the removal of the additions to allow better access to the foundation of the original structure and repairs to be made. The owner also requested permission to remove the flooring of the front porch which will better access into the cellar. The owner will present flooring options (front porch) at a future meeting.

Motion: Nita VanTil made a motion, seconded by Michael Kieta, to approve the removal of the two additions and the front porch flooring as presented. Motion passed unanimously.

241 E Main St – Owner/Presenter: Mikki Henley/Patricia Ball

Owner requested approval to replace the decorative porch support column with a new 6x6 column. The new column will be painted white (same color as current column).

Motion: Michael Kieta made a motion, seconded by Herman Jenkins, to approve replacing the existing column with a 6x6 column, painted the same color as the existing column. Motion passed unanimously.

211 W Main St – Owner: JBO UM Church

Presenter: Jamie Newgarde

Request to remove the stucco material from the front columns and ceiling of the porch and replace it with breathable material. The color and appearance will be the same after the repair. The columns and ceiling have areas where the stucco is coming loose and bubbling because the material has sealed the moisture in. Creative Masonry will complete the work.

Motion: Rebecca Moss made a motion, seconded by Matt Kehn, to approve removing the stucco material from the front columns and ceiling and replacing it with a breathable material to be the same color as existing. Motion passed unanimously.

Item III: Old Business

No old business discussed.

Item IV: Expedited Approval

119 E Main St – Verselets – Morgan & Dallas Crouch

Request to display a sandwich board. Sign is 18.5" wide and 34.5" tall. Frame is wood and painted white. Background is black felt with stick-on letters. Expedited approval granted by Frank Collins and Marcy Hawley.

Item V: Property Designation Committee

PDC lead Nita VanTil reported that 2/3 of the first round of reviews have been completed. Book 2 forms were distributed to the team to begin work on reviews. Once all properties have been reviewed a report will be completed.

Item VI: Demolition by Neglect Update:

At the last meeting the HZC requested to have the Town Building Inspector inspect the exteriors and report back on 102 W Woodrow Ave, 209 W Main St, and 111 E Main St. Reports have been provided on 209 W Main St and 111 E Main St (summaries below). The property located at 102 W Woodrow Ave was tabled until further notice.

209 W Main St – Owner: Gemma Velasquez & Murray Cruickshank

Building Inspector's summary of report: The roof covering is in poor condition; loose gutter have created significant water damage to the fascia and soffits all around the building. The roof condition creates concern as to the possible damage inside the home. The back-side porch looks to be in dangerous condition. The stairs that lead up to the porch are rotting and separating from the building as well as slanting to the left at an angle that makes walking up or down a hazard. It appears that the stairs have been repaired multiple times, but never to any building code standards. The deck boards are rotten in multiple places making any occupancy of the porch a danger. The porch ceiling is coming apart and falling down to the deck. The ceiling has multiple racoons living in the space as the ceiling's condition makes for easy entry. At the time of the Building Inspectors visit he encountered a Critter Control crew at the location that was called in by a neighbor. The crew showed the inspector approximately 8-10 inches of racoon feces that was built up in the ceiling from the excessive racoon infestation. This build up is creating a load on the ceiling boards.

The Commission discussed next steps and feels that a letter should be sent to the owners to notify them of the Building Inspector's report and request that a plan of action be communicated with the HZC. If a plan of action is not presented the Commission will move forward with the DBN process.

Motion: Nita VanTil made a motion, seconded by Michael Kieta, to approve sending a certified letter and the Building Inspectors report to the owners of 209 W Main St notifying them of the intentions of moving forward with Demolition by Neglect proceedings unless an acceptable plan and timeframe are presented to the Commission within two weeks. Motion passed unanimously.

111 E Main St – Owner: Steve Bacon

Building Inspector's summary of report: The building has several brick issues which are becoming increasingly dangerous. Around the windows and doors wood was used as lintels which has been rotting and creating sage and cracks throughout. Over the years trades have made several holes in the brick to run various line sets, pipes, etc. Lintels failed to be added to support the brick above which caused severe drops in the brick creating cracks and sags, which will ultimately be a falling hazard as the weight continues to drop. One door was filled in with brick, with no lintel placed to carry the load above. To the left side there is a door that has been covered with OSB Sheathing, that is rotting away. There is an electrical box open to

the weather, the Building Inspector was unsure if the line is hot. The gutters and roof have been creating rot at/on the fascia around the rear of the building. The HVAC Condensers are leaning as the wooden base seems to have started to deteriorate. The Building Inspector also noted there is a dangerous wall at the rear parking area of the building which creates a serious safety issue.

The Commission discussed next steps and feels that a letter should be sent to the owners to notify them of the Building Inspector's report and request that a plan of action be communicated with the HZC. If a plan of action is not presented the Commission will move forward with the DBN process.

Motion: Rebecca Moss made a motion, seconded by Michael Kieta, to approve sending a certified letter and the Building Inspectors report to the owners of 111 E Main St notifying them of the intentions of moving forward with Demolition by Neglect proceedings unless an acceptable plan and timeframe are presented to the Commission within two weeks. Motion passed unanimously.

Properties that also need discussion regarding DBN include but are not limited to:

- 200 W Main St.
- 204 W Main St.
- 205 W Main St.
- 511 W Main St.
- 512 W Main St.
- 306 S Cherokee St
- 140 Boone St. (Construction Update)
- 402 W College (Gazebo)

Jeff Gurley, 129 E Main, contacted Frank Collins to let him know that he plans on repairing the brick on the back of his building in the next few weeks. Frank Collins will review minutes from past meetings to determine where in the DBN process 129 E Main is.

Motion: Herman Jenkins made a motion, seconded by Chad Hylton, to approve moving forward with asking the Building Inspector to provide a report and/or an evaluation on 129 E Main St, 204 W Main, and 512 W Main St to assist in determining if the properties meet the definition of Demolition by Neglect. Motion passed unanimously.

Item VII: Future Items – No update/discussion.

Item VIII: HZC Database with Maps

Glenn Rosenoff, Frank Collins, Angie Charles (County representative), and map staff, will meet on October 16 to address a few discrepancies on the H-1, H-2 overlay zone map that the county digitized in 2023. Since no changes were made, the 2023 map should match the maps produced in earlier years.

Item IX: Commissioner Comments

Item X: Approval of Minutes – September 25, 2025 Minutes

Motion: Nita VanTil made a motion, seconded by Matt Kehn, to approve September 25, 2025 minutes as presented. Motion passed unanimously.

Chair, Frank Collins, adjourned the meeting.

McKinney Center Advisory Committee Meeting

Thursday, October 16, 2025, 3:30pm

McKinney Center – In Person

Agenda Presentation

1. Call to Order

In attendance: Nancy Kavanaugh, Starlene Casey, Richie Hayward, Ernest McKinney Jr., Pauline Douglas, Michelle Treece, Anne G'Fellers Mason, Skye McFarland, Theresa Hammons, Kay Grogg, Martha Blaser

2. Approval of Minutes

- a. Nancy Kavanaugh calls to approve the minutes, Richie Hayward seconds it, all agree

3. Director's Report

- a. Fall semester went well and Spring semester, we are close to completing the catalog
- b. Past events- Alumni Exhibit went well and had good attendance, Volunteer Dinner went well, Spot on the Hill sold out excluding indoor performance
- c. Upcoming Events- Halloween Exhibit opening reception, Halloween trivia, and Booker T. Washington Tour in November. We also have Soups & Songs on December 1st, StoryTown Radio Show season passes to go on sale, Miss Browns Student Art Show on December 11th, then the community play and MLK events starting up in January.
- d. Bre will be back on October 23
- e. We are currently interviewing to hire two new hosts
- f. We have been making website updates
- g. We have Security cameras and smoke detectors approved Po's
- h. The Dirty Street Fighters are helping us clean each week while Roger, our maintenance man, is out
- i. Windows- we have received a \$99,000 grant from Tennessee Preservation, we will be restoring the windows, not replacing them

Brief discussion brought up by Michelle Treece and a few other board members regarding helping the Langston Centre spread the word about their events. We all agree we should all do our best to contribute.

4. Outreach Report

- a. Good outreach for the Farmer's Market in September, we are prepping for the Halloween event in downtown Jonesborough where we will hand out catalogs

- b. Volunteer hours were from Living Here exhibit, UMOJA, Farmer's Market and the Radio Show. We hosted the Volunteer Appreciation event, it went well.
- c. Community Engagement- Upcoming meeting with Adam Dickson to discuss the future of the Community Engagement sub-committee.

5. StoryTown Report

- a. September Radio Show went well, Anne is currently planning the 2026 season. Season tickets should be on sale by the October radio show.
- b. Story collecting- Anne and Nori collected 4 stories during the Storytelling Festival regarding Jimmy Neil Smith.
- c. Spot on the Hill went well
- d. StoryTown was awarded a grant
- e. Soups & Songs tickets are available for members now and will be to the public after Halloween

6. Visitation Report

- a. Classes had 548 visitors in September, 1 rental in September, 17 visitors from that rental. In total there were 1,073 visitors in September.

7. Old Business

- a. Broyles Property- Town Administrator has granted us Temporary Use of the Broyles Shop building.
 - i. Richie Hayward asks about what does "Temporary" mean. Theresa says she will ask about that. Other board members discuss the idea of having cleaning days, painting, and ensuring there are air purifiers or something like that in the building.
- b. Electrical Boxes Wraps- We have a meeting on October 22nd to hopefully move forward on this project as we have been tasked to complete two in town.

8. New Business

- a. Crowns- We are working on planning this for 2026
- b. Rental Contracts- we have updated our rental contract to include a few regulations regarding parking
- c. 2026 Meeting Dates- Michelle Treece motions to approve, Richie Hayward seconds it. All agree.

JONESBOROUGH PLANNING COMMISSION

MINUTES – September 16, 2025

The Jonesborough Planning Commission met in a regular meeting on Tuesday, September 16, 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Frank Collins, Josh Conger, Terry Countermine, Darrell Fowler, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein

Members Absent:

Staff Present: Angie Charles, Washington County Planner, JW Greene, Donna Freeman

Chairman Tom Foster called the meeting to order and noted a quorum was present.

1. Chairman Foster asked if there were any public comments. Tracy Pannell, 1060 Old State Route 34, Jonesborough, TN, addressed the Planning Commission about the rezoning request of 110 Polo Lane from A-1 to R-1. Mr. Pannell expressed concern was about the intent of the rezoning, the number of houses are going to be built, and how it will impact the surrounding area. Chairman Foster thanked Tracy Pannell for his comments.

2. Approval of Minutes – Meeting of August 19, 2025

Chairman Foster asked if there were any corrections to the minutes of the August 19, 2025 Planning Commission meeting. With there being none, called for a motion.

Motion: The motion to approve the minutes of the August 19, 2025 Planning Commission meeting as presented was made by Richie Hayward, seconded by Darrell Fowler, and was duly passed.

3. **Rezone property located at 110 Polo Lane (Washington County) from A-1 (General Agricultural District) to R-1 (Low Density Residential)**

Presented by: Matthew Tittle, 850 Hales Chapel Road, Johnson City, TN

The request is to rezone property located at 110 Polo Lane, Washington County Tax Map 067, Parcel 237.00, Lot Size 0.9992, from A-1 (General Agricultural District) to R-1 (Low Density Residential). Matt Tittle said their plans are to build a house on the lot to either live in it or sell it. Chairman Foster asked Angie Charles, Washington County Planner, about the rezoning. Ms. Charles said the rezoning will go back to the County Commission for approval, and the 2-plot plat can be approved administratively.

Chairman Foster read the staff recommendation is approval of rezoning 110 Polo Lane, from A-1 to R-1. Chairman Foster asked Commissioners if they had questions or comments. With there being none, called for a motion.

Motion: Josh Conger made the motion to recommend approval of the rezoning request for 110 Polo Lane, from A-1 (General Agricultural District) to R-1 (Low Density Residential), as presented. Robin Harpe seconded the motion and it was duly passed..

4. Rezone properties located at 304, 326, and 250 Hairetown Road (Washington County) from R-1 (Low Density Residential) to A-1(General Agricultural District)

The request is from multiple property owners asking to rezone the following properties located along 304, 326, and 350 Hairetown Road, Washington County Tax Map 51, Parcels 216, 216.01, 217, 217.01, 217.02, and 218. Cody Harrison, 304 Hairetown Road, wants to construct an additional residence on their lot, which is not permissible in the existing R-1 district but is allowable in the A-1 zoning district due to the lot's size/acreage. The other property owners are interested in preserving the agricultural use of their land, and the A-1 district is an appropriate designation. The zoning in the immediate area is both A-1 and R-1, with land uses being agricultural and residential. The proposed land uses are either residential or agricultural, the request is not out of character with the area.

Chairman Foster read the staff recommendation for the approval of rezoning of the Hairetown Rd properties (Tax Map 51, Parcels 216, 216.01, 217, 217.01, 217.02 & 218 – 304, 326 & 350 Hairetown Rd), from R-1 to A-1, as submitted. Chairman Foster asked Commissioners if they had questions or comments. With there being none, called for a motion.

Motion: Josh Conger made the motion to recommend approval of rezoning of the Hairetown Rd properties (Tax Map 51, Parcels 216, 216.01, 217, 217.01, 217.02 & 218 – 304, 326 & 350 Hairetown Rd), from R-1 to A-1, as presented. Jim Rhein seconded the motion and it was duly passed.

5 Final Plat approval for State of Franklin Subdivision – Phase 1 Sand Valley Road

The Planning Commission is asked to consider granting final plat approval to State of Franklin Subdivision – Phase 1, containing six (6) lots and 12.37-acres. The property is located outside of the Town's limits but within the planning boundary, giving subdivision authority to this Commission. The proposed lots have frontage on Sand Valley Rd, a local residential street. The zoning is A-1 (Washington County, General Agricultural District), and the lots meet/exceed the minimum requirements for the zoning district. Brown Branch, impacts two (2) of the lots, Lot 1 and Lot 5, requiring a 30-ft buffer from the top of the streambank. A note has also been added to the plat referencing TDEC permitting for a stream crossing. There are no variances to the Subdivision Regulations associated with the plat.

Chairman Foster read the staff recommendation for the approval of the plat as submitted, subject to obtaining all the required signatures. Chairman Foster asked Commissioners if they had questions or comments. With there being none, called for a motion.

Motion: Bill Graham made the motion to approve the final plat for State of Franklin Subdivision – Phase 1, located along Sand Valley Road, seconded by Robin Harpe and duly passed.

6. Local Parks & Recreation Fund (LPRF) Grant and Recreation Trail Project (RTP) Grant

Rachel Conger, Community Development Partners Project Manager, presented details of the LPRF Grant and RTP grant to the Planning Commission, as follows:

Jonesborough LPRF (Local Parks & Recreation Fund) Grant Project:

The Town of Jonesborough has secured funding for an 8' wide ADA recreation pedestrian walkway connection from Jonesborough to Johnson City corporate limits and additional 8' wide walkways to create pedestrian connections to parks and other recreation areas in Jonesborough. Additionally, the project proposal includes the development of an ADA compliant restroom facility and associated parking lot, with ADA parking, as part of a trail head as well as a bike track and associated parking lot for youth. The Town submitted an application in partnership with Washington County as a portion of the pedestrian walkways will be located outside the corporate limits of Jonesborough, still in Washington County.

Aligning with the Town's Parks and Recreation Master Plan, Jonesborough has been working to develop recreation walkways and other pathways to connect residents to recreation services, including parks, as well as the Town's historic downtown and the new K - 8 Jonesborough School. The importance of connecting residents to recreation activities that are offered throughout the Town has shown to strengthen the sense of community and the quality of life of the residents.

The Tweetsie Trail, located in nearby Johnson City, reaches to Elizabethton and an extension of the current trail to Hampton. The trail is a regional attraction to recreation enthusiasts, including bikers, runners and others. The trail offers a scenic environment with plaques along the trail that tell the history of the region and the ties to the railroad. The trail draws users from all over east Tennessee, including residents in Jonesborough. The desire is to create a connection from Jonesborough to the Tweetsie Trail.

Johnson City has a population of over 73,000 residents and is home to Mountain Home Veterans Administration, Johnson City Medical Center and East Tennessee State University, all major employers of residents in the area. By providing an alternative way for Jonesborough and Washington County residents to get to Johnson City to work, it would help alleviate the number of vehicles that travel Hwy 11E and Old E Main St/Jonesborough Hwy/W Market Street.

Jonesborough has and maintains 13 parks within its corporate limits, including Tiger Park, the newest park that is scheduled to open in October 2025 and is also funded through an LPRF grant. The parks are surrounded by residences but many lack the pedestrian connections to residential areas and the parks to one another. The desire is to see all of the Town's parks fully utilized by its residents, including those who live in close proximity to them. The development of pedestrian walkways would provide these connections.

The proposed trail head for the walkway is located at the track and football field at the former Jonesborough Middle School. The trail head will include an ADA restroom facility as well as an asphalt parking lot with ADA parking. The property has been deeded to the Town by Washington County Schools. This location for the trail head is centrally located on the east side of Jonesborough, just off of E Main Street, along a densely populated area, approximately a half mile from the Jonesborough Senior Center and Lincoln Park. The proposed bike track is also to be located on the property owned by Washington County Schools.

Tennessee Governor Bill Lee has given Jonesborough \$2.5 million for the development of pedestrian access in Jonesborough. Following the construction of pedestrian sidewalks along another portion of E Main Street to create a connector to the Jonesborough Senior Center and Lincoln Park, \$2 million remain from that funding that the Town will use as match for the project, essentially doubling the impact of these funds.

RTP (Recreation Trail Project) Grant Project

The Town of Jonesborough currently has in place the Lost State Scenic Walkway, a 3.5-mile paved recreation trail that connects the Town's largest park, Persimmon Ridge Park, surrounding developments and numerous residential areas, to downtown. The trail also travels through two passive parks, Barkley Creek Park and WC Rowe Park, and ends at Mill Spring Park, in the heart of downtown. Downtown is Jonesborough's sense of place and belongs to all residents, and the Town is working to develop a walkway system that connects to as many of the residential areas as possible while encouraging citizens to exercise and to enjoy and socialize in Jonesborough's historic downtown. Downtown is a social space in Jonesborough that helps to bring members of the community together. Continuing to develop recreation trails enables more of the community to be able to get to the downtown area without having to get in a car, providing a way for residents to walk together to access shopping, dining and recreation downtown.

The Town is working to continue connecting parks and residential areas via the walkway. The goal of the project is to construct an 8' wide, 3,000 linear foot paved trail from Mill Spring Park to Stage Road Park, traveling along Little Limestone Creek and undeveloped natural areas.

Adjacent to Stage Road Park is the residential development, Mountain View Estates which holds nearly 150 residential single-family homes. This neighborhood, despite its close proximity to downtown, has no pedestrian connection. Also close by is Heritage Place Subdivision which is even further isolated and disconnected from downtown. The focus of the extension of the Lost State Scenic Walkway would be to

connect Stage Road Park, Mountain View Estates, and surrounding residences to downtown Jonesborough, recreation opportunities and parks beyond.

The project consists of the construction of 3,000 linear feet of paved trail including two pedestrian bridges in one section of the project to provide access over Little Limestone Creek. The trail will cross over 6 privately owned properties and 3 Town-owned properties. The Town is in the process of securing the needed easements.

Chairman Foster thanked Rachel Conger for the presentation. Chairman Foster read the staff recommendation for the approval of the LPRF Grant project and RTP Grant project as presented. Chairman Foster asked Commissioners if they had questions or comments. With there being none, called for a motion.

Motion: Jim Rhein made the motion, seconded by Terry Countermine, to approve the LPRF Grant project and RTP Grant project, as presented. The motion was duly passed.

8. Election of Officers

The Election of Officers for a Chairman, Vice Chairman, and Secretary was the next item for discussion. Chairman Foster asked Robin Harpe if she would be interested in serving as Secretary, and Ms. Harpe said she would.

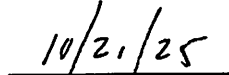
Motion: Josh Conger made the motion the retain Tom Foster as Chairman, Jim Rhein as Vice Chairman, and nominated Robin Harpe as Secretary. Terry Countermine seconded the motion and it was duly passed.

With there being no further business for discussion, Chairman Tom Foster adjourned the meeting.

Minutes Approved:



Tom Foster, Chairman



Date

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES – September 16, 2025

The Jonesborough Board of Zoning of Appeals (BZA) met in a regular meeting on Tuesday, September 16, 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Frank Collins, Josh Conger, Terry Countermine, Darrell Fowler, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein

Members Absent:

Staff Present: Angie Charles, Washington County Planner, JW Greene, Donna Freeman

Chairman Tom Foster called the meeting to order and noted a quorum was present. Josh Conger led the group in Prayer and Chairman Foster led in the pledge to the Flag.

1. Chairman Foster asked if there were any public comments. Linda Oliver, 133 Holmes Road, addressed the BZA, stating that she was against the rezoning for 143 Holmes Road. Ms. Oliver said she feels it is too close to her house, concerned about the grading work, and too much noise from parking two vehicles. Chairman Foster thanked Linda Oliver for her comments.

2. Approval of Minutes – Meeting of August 19, 2025

Chairman Foster asked if there were any corrections to the minutes of the August 19, 2025 BZA meeting. With there being none, called for a motion.

Motion: The motion to approve the minutes of the August 19, 2025 meeting as presented was made by Bill Graham, seconded by Josh Conger and duly passed.

3. Request for a variance to the left side property setback for 143 Holmes Road
Presented by: Keith Johnson, Property Owner

The request is for a 5-ft. side yard variance to Section 11-530, from the required 15-ft. setback, which would allow for a 10-ft side yard setback for the property. The property is not level and the topography drops in elevation to the right of structure and will require a significant amount of fill and grading work to locate the addition on the right side. Keith Johnson said he wants to convert a single-car carport into an attached two-car garage. Mr. Johnson said a tree will have to be taken down for the expansion of the carport.

Chairman Foster read the staff recommendation for the approval of a variance to Section 11-530, to allow for a 10-ft. Side yard setback. Chairman Foster asked BZA members if they had any questions or comments, and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the 10-ft side yard variance for 143 Holmes Road, as presented. Jim Rhein seconded the motion and it was duly passed.

**3. Request for a variance to the left side property setback for 202 Ida Sue Drive,
Presented by: Adam Ogle, Property Owner**

The variance request is for a 5-ft side yard setback variance to Section 11-512A.(3)(n) of the Zoning Ordinance (p. 11-71), which requires individual lot setbacks to be established on the development's site plan. The variance would allow for a 2.5-ft side yard setback for the property. The property owner claims that drainage issues prevent construction of a carport in the rear of the property; however, Town staff has photographed an existing accessory structure (yard barn) in the rear yard with no visible water damage. The concern is that unpermitted construction of the lean-to carport has already occurred and been attached to the principal structure without inspections, and, at this time, staff does not determine that a special circumstance exists on this property. Staff's assessment is that Section 11-528(4)(c) of the Zoning Ordinance standards for variances (p. 11-102) are not met for granting a variance to the side yard setback requirement.

Adam Ogle addressed the BZA stating that the structure has already been constructed for to add additional parking for the third vehicle and that is the reason for the variance. Mr. Ogle said a stop work order had been issued by the Building Inspector.

Chairman Foster asked BZA members if they had questions or comments. Bill Graham commended Adam Ogle on his workmanship. Bill Graham said his concern is about safety and emergency vehicles (fire, police, EMS) being able to access the back of the property between Mr. Ogle's property and the neighboring property. Robin Harpe asked Mr. Ogle if he had talked to his neighbor about the addition of the structure. Mr. Ogle said he had and the neighbor had no issue with it. Discussion took place about the backyard fence and if it could be reconfigured to allow more space for emergency vehicles. Chairman Foster read the staff recommendation to deny the variance to Section 11-512A (3)9N) to allow for a 2.5-ft. side yard setback. Chairman Foster called for a motion.

Motion: Terry Countermine made the motion to table the variance until the next BZA meeting and for Adam Ogle to get with the Building Inspector to look at the backyard fence to determine how far it can be cut back. Bill Graham seconded the motion and it was duly passed.

With there being no further business for discussion, Chairman Tom Foster adjourned the meeting.

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES – August 19, 2025

The Jonesborough Board of Zoning of Appeals met in a regular meeting on Tuesday, August 19, 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Frank Collins, Josh Conger, Robin Harpe, Richie Hayward, Jim Rhein

Members Absent: Terry Countermine, Darrell Fowler, Bill Graham

Staff Present: JW Greene, Kevin Fair, Donna Freeman

Chairman Tom Foster called the meeting to order and noted a quorum was present. Josh Chonger led the group in Prayer and Chairman Tom Foster led in the pledge to the Flag.

1. Public Comments – There were no comments.

2. Approval of Minutes – Meeting of June 17, 2025

The motion to approve the minutes of the June 17, 2025 meeting was made by Josh Conger, seconded by Richie Hayward and duly passed.

3. Variance Request – Front Yard Setback Requirements for 785 Twilight Falls, Skyline Landing Subdivision – Buckingham Development

The variance request is for a front yard variance at 785 Twilight Falls within the Skyline Landing subdivision. The subject property is zoned R-1A and is further described on Washington County Tax Map 51-L, Group D, Parcel 23.00. The purpose for approval is to move the construction of the future home (Lot 23) closer to the street to better line up with the other homes in this cul-de-sac. The home will predominantly meet the required 30 feet, and only a slight portion of the home will need a variance in the area of the area of the cul-de-sac radius.

Chairman Foster read the staff recommendation to approve the front yard setback variance of 11 feet in the area of the cul-de-sac radius. Chairman Foster called for a motion.

Motion: Jim Rhien made the motion to approve the front yard setback variance of eleven feet (11') in the area of the cul-de-sac radius for 785 Twilight Falls, Skyline Landing Subdivision, as presented. Robin Harpe seconded the motion and it was duly passed.

With there being no further business for discussion, Chairman Tom Foster adjourned the meeting.

JONESBOROUGH PLANNING COMMISSION

MINUTES – August 19, 2025

The Jonesborough Planning Commission met in a regular meeting on Tuesday, August 19, 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Frank Collins, Josh Conger, Robin Harpe, Richie Hayward, Jim Rhein

Members Absent: Terry Countermine, Darrell Fowler, Bill Graham

Staff Present: JW Greene, Kevin Fair, Donna Freeman

1. Public Comments – Chairman Foster asked if there were any comments.

Danny Love, 700 May Drive, addressed the Commission in regard to the proposed rezoning for 705 West College Street. Mr. Love asked if the proposed development would access West College Street or Miller Drive and what type of homes would be built. Chairman Foster said the homes would be single family and town homes, and the access would be off of Miller Drive. Mr. Love asked about the current house on that property. Chairman Foster said there was nothing on the conceptual plan presented to the Planning Commission about the current house on the property.

John Walker, 901 West College Street, addressed the Commission in regard to the proposed rezoning for 705 West College Street. Mr. Walker said he was not opposed to the rezoning for the development. Mr. Walker said his concern was about the traffic impact, and said he felt there should be a red light at Washington Drive and at Payne Road and 11-E. Chairman Foster advised John Walker that he would have to address the traffic light concerns with the Traffic Advisory Committee.

2. Approval of Minutes – Meeting of July 15, 2025

The motion to approve the minutes of the July 15, 2025 Planning Commission meeting was made by Josh Conger, seconded by Robin Harpe and it was duly passed.

3. Release of the grading security for the Starbucks project, 1504 East Jackson Blvd

The request was for the release of a performance security bond for grading for the Starbucks project in the amount of \$6,596.80. Chairman Foster read the staff recommendation for the approval of the release of the grading security for the Starbucks project located at 1504 East Jackson Boulevard in the amount of \$6,596.80. Chairman Foster asked Commissioners if they had questions or comments, and with there being none called for a motion.

Motion: Jim Rhein made the motion to approve the release of the grading security for the Starbucks project located at 1504 East Jackson Boulevard in the amount of \$6,596.80. Frank Collins seconded the motion and it was duly passed.

**4. Request for approval of a Home Occupations Permit located at 776 Barley Loop
Presented by: Fritz Bentlan, Property Owner**

Fritz Bentlan addressed the Planning Commission in regard to his home occupation business which is a start-up non-emergency medical transit. Mr. Bentlan said that he has five vans, employees three drivers, and two employees that work in the home office.

The property is zoned PRD (Planned Residential District) which allows any use in the R-1 (Low Density Residential) District, which contains the regulations for home occupations. Town staff noted that the garage is less than the maximum allowed of 500 square feet; and there have been complaints from neighboring property owner(s) on the five business vans in front of the home plus one personal vehicle, which creates increased vehicle traffic in the neighborhood. Chairman Foster read the staff recommendation for the home occupation permit for the proposed business located at 776 Barley Loop based on meeting the requirements of the Customary incidental home occupations of the Jonesborough Municipal Code "Chapter 14 Home Occupations".

Chairman Foster read Chapter 14 – Home Occupations of the Jonesborough Municipal Code, Section 11-1401. Customary incidental home occupations. *The home occupation shall be carried on by residents of the dwelling plus one (1) additional person may be employed who is not a resident of the dwelling. The home occupation may not display or create outside of the building any external evidence of the home occupation... The parking and traffic generated by the home occupation shall not be significantly different than that generated by the normal single-family dwelling unit.*

(c) Only one (1) commercial vehicle may be used for the incidental home occupation, including storage and transport of materials, and if the vehicle has exterior advertising associated with the home occupation, such vehicle must be stored in a garage or building or other mode of concealment when it is located at the dwelling.

(i) Parking associated with home occupation must be accommodated on the property in which the occupation is taking place. A commercial vehicle must conform to requirements outlined in § 11-513(5)(c) of this chapter and may not be parked on the public street. Any vehicle associated with an employee may not be parked on the public street, unless there are parking spaces, public or private, that do not restrict the flow of traffic through the subdivision.

Chairman Foster Chairman Foster said that the Home Occupation for 776 Barley Loop does not meet Jonesborough's Municipal Code. Robin Harpe asked Fritz Bentlan when he anticipates moving out to a new space. Fritz Bentlan said he is looking at the space behind the 11-E Diner to possibly relocate his business. Chairman Foster informed Mr. Bentlan to be sure to look at the zone of the space he is looking at. Chairman Foster asked Commissioners if they had any more questions or comments, and with there being none called for a motion.

Motion: Josh Conger made the motion to deny the Home Occupation for 776 Barley Loop based on not meeting the requirements of the Home Occupations Ordinance and there being more than the one commercial vehicle for the business. Frank Collins seconded the motion and it was duly passed.

5. Request for final plat approval for a 3-Lot division located on Shell Road – Thomasson property

The request is for final plat approval of the division of the Micah Thomasson Property containing 3 lots, totaling 5.40 acres and located on Shell Road, as described on Washington County Tax Map 59, Parcel 219.01. The property was annexed by the Town of Jonesborough on August 18, 2025. The subdivision plan meets the minimum lot size requirement as per the Zoning Ordinance and meets the minimum requirements of the Subdivision Regulations.

Chairman Foster read the staff recommendation for the approval of the final plat of the division of the Thomasson property. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Josh Conger made the motion to approve the final plat of the division of the Thomasson property, as presented. Robin Harpe seconded the motion, and it was duly passed.

6. Request for approval to rezone property located at 705 West College Street from R-1 (Low Density Residential) to PRD (Planned Residential Development) – Wolfe Development

Presented by: Chris Alley of DTWood Engineering, representing Wolfe Development GP

Wolfe Development GP is requesting approval to rezone 1 tract of land from R-1 (Low Density Residential) to PRD (Planned Residential Development) off West College Street and West Jackson Boulevard. A conceptual plan has been submitted to show a proposed 4 dwelling units, for illustration purposes only and is not for consideration at this time. The subject property is further identified on Washington County Tax Map 59-D, Group A, Parcel 1.00, totaling approximately 3.47 acres. The 4 units on Parcel 1.00 are considered low density based on the tract totaling 3.47 acres. The subject property is an extension of an already approved development plan "Wolfe Miller Drive

Subdivision". The other tract totaling 7.06 acres was approved for rezoning in August 2024 from R-1 to PRD so the connection of Parcel 1.00 to the development tract is contiguous with the existing PRD zoned tract of land. Chris Alley addressed the Commission and said the area where the current house is located will be divided into two lots, there will be townhomes at the rear of the property and all traffic will access through Miller Drive except for the houses facing West College Street.

Chairman Foster read the staff recommendation for the approval of the rezoning of the Wolfe Development GP tract of land from R-1 to PRD as identified on Washington County Tax Map 59-D, Group A, Parcel 1.00. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Josh Conger made the motion to approve the rezoning request from Wolfe Development GP, Washington County Tax Map 59-D, Group A, Parcel 1.00, from R-1 (Low Density Residential) to PRD (Planned Residential District), as presented. Robin Harpe seconded the motion and it was duly passed..

Chairman Tom Foster recused himself from acting as a Commissioner, and Vice Chairman Jim Rhein presided the meeting.

**7. Request for approval of Washington County Zoning Text Amendment –
Electronic Message Boards
Presented by: Angie Charles, Washington County Planning Director**

The request is for the Jonesborough Planning Commission's approval of a zoning text amendment to Washington County Zoning Resolution Article V, General Provisions, Section 510, amending Section 510.11 "Electronic Message Boards". The County's proposed amendment is very similar to the Town's sign amendment related to electronic message boards for government buildings, schools, and churches. The following text amendment is recommended to the County's Zoning Resolution, as follows:

**Sign Regulations
Sec. 510.11.**

510.11. Electronic Message Boards that are not animated shall be allowed in the following districts B-3 (General Business District), B-4 (Arterial Business District), PBD-2, (Planned Business District 2), M-1, (Industrial District), and M-2 (High Impact Use District) only along and facing collector and arterial streets as designated on Major ~~Therefore~~ Thoroughfare Plan and only on parcels with a minimum road frontage of 100 feet. Electronic Message Boards shall also be allowed on property associated with a government building or public services use, school offering general education, or church. Developments or parcels which are allowed multiple signs, including wall

signs, shall be allowed only one (1) electronic message board, which shall be counted towards the total allowable signage for the development (including wall signs). Electronic message shall include an automatic dimmer as not to cause a danger or nuisance to drivers. No permit for an electronic message board shall be issued for any sign display that interferes with traffic signal devices as determined by the Washington County Planning director. Any display on an electronic message board shall be for a minimum of eight (8) seconds in duration. Electronic message boards shall not be used for off-premise advertising, but may be used for noncommercial copy. Any animation or streaming video is prohibited.

The maximum area of an electronic message board wall sign is sixty-two and one-half (62.5) square feet. The maximum area of a freestanding electronic message board is thirty-two (32) square feet, or 25 percent of the maximum sign area allowed, whichever is greater. The maximum freestanding sign area allowed is determined by its setback distance from the adjoining qualifying street, according to the following table:

<u>Setback Distance</u>	<u>Maximum Area</u>
10 to 45 feet	32 square feet + (the setback distance – 10); (Not to exceed 62.5 square feet)
45 feet or greater	62.5 square feet

Tom Foster said this is cleaning up the Washington County Ordinance for electronic signage in County. Angie Charles said this proposed text amendment will go to the Johnson City Planning Commission and Washington County Planning Commission in September. Discussion took place about the proposed text amendment.

Vice Chairman Jim Rhein read the staff recommendation recommending the zoning text amendment to the Washington County Zoning Resolution Article V, General Provisions, Section 510, amending Section 510.11 "Electronic Message Boards", to the Washington County Board of Commissioners. With there being no further discussion, Vice Chairman Rhein called for a motion.

Motion: Robin Harpe made the motion to recommend the zoning text amendment to the Washington County Zoning Resolution Article V, General Provisions, Section 510, amending Section 510.11 "Electronic Message Boards", to the Washington County Board of Commissioners, as presented. Josh Conger seconded the motion, and it was duly passed.

With there being no further business for discussion, Vice Chairman Jim Rhein called for a motion to adjourn the meeting. Robin Harpe made the motion, seconded by Frank Collins and duly passed, to adjourned the meeting.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** *Consent Agenda*
6

SUBJECT: Supervisor Reports

1. McKinney Center
2. McKinney Center Program Manager
3. HR Director
4. Street Director
5. Digital Media Manager
6. Fire Department
7. Director of Tourism & Main St.
8. Events Manager
9. Marketing Manager
10. Jackson Theatre Technical Director
11. Jackson Theatre Operations Manager
12. Parks & Recreation
13. Utility Manager
14. Water Quality
15. Water Distribution
16. Wastewater
17. Water Treatment Plant
18. Utilities Maintenance
19. GIS/GPS & Inspections
20. Senior Center

Theresa Hammons, McKinney Center Director, Monthly Report – October 2025

Spring 2026 – Our spring catalog is almost complete. We hope to have the offerings published online early next week and have catalogs printed by October 31. I communicated with the instructors about their spring classes. I established budgets for each class and registration fees.

Volunteer Dinner – Thursday, September 25, 7pm – This event went well and was so much fun. The event was a Carnival theme with balloons and decorations. We gave out some fun awards and gave our volunteers a small gift of appreciation.

Halloween Exhibit – Open reception, October, 17, 5-7pm. I placed the 50 + pieces of artwork for installation and purchased items for the reception. I also did the press releases for the event and did a tv interview spot for marketing. We had around 60 people at this opening. We sold two pieces the night of the reception and we have had several people come through the doors to see the exhibition. We will be open the night of Halloween Haunts and Happenings and encourage people to visit the exhibition that evening.

Halloween Trivia with the Heritage Alliance – Friday, October 24. This is our 4th year doing this exhibition with the Heritage Alliance. As of 10/24, 3:30pm, we have sold 62 tickets. We hope to sell more at the door.

Booker T. Washington School Tour – November 14, opening reception and launch - Martha Blaser has been conducting research and listening to stories from Booker T. Washington Alumni. From this information she has written a tour script of the building. The tour will include history of the building construction, use, personal stories directly from alumni, how the building was preserved, and its current use. We are currently in the editing phase of the script. Martha has given the script to our advisory committee members and a few alumni to review. The launch date will be November 14, 2pm, 4pm, and 6pm.

Ms. Brown's End of the Year Program – December 11, 5 – 6pm.

MLK Day of Service Exhibit – January 19-22. Reception on January 22. We have updated information for the schoolteachers, and I have sent that information out to the related art schoolteachers.

BUDGET, BUILDINGS, AND GROUNDS

- We received a \$99,500 grant from the State of Tennessee Preservation grant for our window restoration project.
- The upgrade to the smoke detector system will be November 17 – 24.
- I have ordered the camera system and I am waiting to hear from Fleenor about scheduling the work.

- I ordered the keyless lock for my office door and I am waiting for Olde Town Lock and Key to install.
- Roger will be taking time off in October (3 weeks or more). I have secured the Dirty Street Fighters for Friday mornings during that time. They can only commit to one day a week. And they cannot be in the building when minors are present. We will need to find additional help with cleaning during this time. – UPDATE – the Dirty Street Fighters have come each week and are doing a wonderful job! Rick Duval has been cleaning, taking trash, and assisting with setups during this time.
- I have completed a draft of the bidding document for our window replacement project and emailed that to Craig Ford for his review.
- I developed language for our rental policy regarding parking and sent it to Glenn for review.

WEBSITE

This month we have worked more on updating our website, mckinneycenter.com. I updated our Scholarship page. We added the Living Here exhibit to our website as a virtual gallery. We updated our staff page and will be adding biographies for Nori and Martha soon.

STAFF

We had a host resign, Micah Frye. Also, host Kelly Ronan informed us she would be leaving in November. We published the job description. We received several applications and we interviewed 5 individuals. I sent Michelle Stewart the action forms for the 2 candidates we chose and we hope to get them onboarded soon and ready to start sometime in November.

Bre returned from Parental Leave on Thursday, October 23. We are very happy to have Bre back!

Other Tasks:

- Prepare agenda and preside over Weekly Staff Meetings.
- Prepare agenda and preside over Advisory Committee Meeting.
- Attend Main Street meeting.
- Attend monthly meetings with the Marketing Team and prepare the agenda.
- Prepared and coded invoices.
- Sent Gina Course Storm deposit information from classes.
- Communicating with instructors about classes, promoting classes, etc.
- Coded invoices and receipts
- Ordered supplies.
- Completed WIOA contract and invoice for reimbursement.
- Prepared agenda and led monthly Marketing Team meeting.
- Assisted Skye McFarland in developing a budget for a new Outreach program with Jonesborough Elementary's Coalition for Kids. We also met with the prospective instructor for this outreach project.

October 2025 Monthly Report, Skye McFarland

Outreach October outreach we went to the Farmer's Market and reached about 85 people. At the very end of this month, we will attend the Halloween Haunts & Happenings event in downtown Jonesborough where we hope to reach at least 300. For the Farmer's Market, Martha Blaser was planning to work the event with a volunteer and with a craft we had already half prepared from last month, stamping apples, but as we approached the day, unfortunately Martha was sick and so I worked the event and finished preparing the craft. I have also worked to purchase materials and prepare for the Halloween Haunts & Happenings night where Martha Blaser and Nori Shaw will work this event with me. Our social media this month included just one ad, but our outreach was still good. I worked to create graphics, videos, schedule posts, and push certain events when necessary.

Facebook- Page Follows: 5,891

New Page Follows: 45

Instagram- Followers: 2,163

Reach: 12,658

YouTube- Subscribers: 287

Watch Time: 20.2 hours

New Subscribers: 2

Month	Number	Digital	Paper	
January		36,755		36,755
February		30,044	70	30,114
March	1517	66397	30	67,944
April	555	85398	40	85993
May		75868	40	75908
June	465	53946	30	54441
July	893	110,177	888	111958
August	90	196,676	8,300	205066
September	230	80,215	40	80485
October	85	109,682	40	109807
November				0
December				0
				858,471

Volunteers During October our volunteer hours have come from A Spot on the Hill play and Halloween Haunts & Happenings Art Exhibit reception wine donations. As we finish out the month, we will add Halloween History Trivia volunteers as well as StoryTown Radio Show volunteers. I have already asked volunteers to help with our fundraiser, Soups & Songs, on December 1st and we have filled 43 out of 46 slots already, so we are really finishing out the end of this year with a lot of good help. I have worked to stay in communication with

volunteers, send out emails, and make sure they know where to go and what to do. I have also begun texting those who I know are from high schools so ensure they get my information.

	McKinney	StoryTown	Total
January	14	152	166
February	14	102	116
March	20	128.5	148.5
April	51.5	3	54.5
May	40	342	382
June	53	376	429
July	92	1052	1144
August	6	455	461
September	32		32
October	37		37
November			
December			
			2970

Marketing & Miscellaneous Videos: I made a small reel featuring the artwork of the Halloween Art Exhibit to promote the opening night reception.

Photos: I took photos at the Spot on the Hill opening night and during the indoor performance during the opening weekend and edited them all the following week. I took photos at the opening night of the Halloween Haunts & Happenings art exhibition opening and edited them. I took photos of private vocal lessons, Dance Discovery, Modern Dance, and the Glass Fusion ornaments workshop and edited them, as well. I have also been working to get photos of faculty that we did not have photos of whenever possible and editing those, too.

Graphics: This month I worked on designing and creating artist bio boards for the art exhibit opening, began designing the Spring 2026 catalog, created name tags for the artists for the Halloween exhibit, finalized the Soups & Songs poster, created an early bird ad for the catalog, and created a poster for the debut of the Booker T. Washington tour.

Other tasks this month have included helping put classes into Coursestorm for the Spring semester, worked to help Mitchell Calvin put the Living Here: A Portrait of Jonesborough up on the McKinney Center website, worked to recruit Sydney Jackson to teach art classes for outreach at Coalition for Kids and worked to schedule a meeting with Coalition for Kids. And I have also helped plan a season pass video with Anne for StoryTown Radio Show's 15th season. I have maintained the weekly schedules and host schedules and communication with the hosts.

Classes & Special Events:

In October, Jonathan Edens and Roxanne McDaniel had private lessons. Jonathan had some students come over from Guitar Center. He had 5 students on Tuesdays, 3 students on Wednesdays, and 6 students on Thursdays. Roxanne had 3 students, 2 on Wednesdays and 1 on Fridays. We had 2 classes start and 3 workshops this month. In October, we had 379 student visitations.

We hosted the October radio show production "Haints, Hollers, and Halloween" on October 27. As of October 23, we have sold 64 tickets.

We opened the "Halloween Haunts and Happenings" exhibit on October 17, 5-7pm. We had 80 people in attendance. During the week, I assisted Nori with hanging the show. I made labels for each piece of artwork and had Skye hang the labels. I worked the reception and assisted with food preparation and cleaning the space.

We had showings of "A Spot on the Hill" on October 10, 11, 17, and 18. Every show was sold out at the cemetery. The indoor matinee sold 38 tickets.

On October 24, we had our annual Halloween Trivia from 7-9pm. We have sold 53 tickets as of October 23 and are expecting to sell more at the door.

We had 488 general visitors in October.

Rentals:

We had 7 rentals in the month of October. The Storytellers Guild rented the auditorium on October 5 for 5 hours for Tell-A-Bratton for \$100.00. A community church rented the auditorium on October 19 and 26 for 1.5 hours each week for \$142.50. DCHS rented the auditorium for a banquet on October 20 for 5 hours for \$80.00. Envision rented the auditorium for their Halloween party on October 21 for 5 hours for \$450.00. A community member had a baby shower in the classroom on October 25 for 4 hours for \$180.00. A community member had a birthday party in the classroom on October 25 for 5 hours for \$265.00. The total rental income for October was \$1,217.50.

We had 346 rental visitors in October.

Front Desk:

I spend my shift at the front desk greeting people and answering the phone. Questions this month were about fall classes, rentals, Spot on the Hill, and the Radio Show. I communicate with staff every morning about the set-ups for the building.

MBM Support:

I submitted the October faculty payments to send to teachers through the mail. Jonathan Edens had 14 students, and Roxanne McDaniel had 3 students. We had lots of classes end in October. Kara Bledsoe began teaching Beginning Handbuilding and Robin Castania began teaching Beginning Sewing. Karen Hitchcock led 2 glass fusion workshops and Donna Bird led a painting workshop.

We held the monthly Advisory Committee meeting on October 16. We went through the agenda.

In general, I spent time going around the building and cleaning each room. The pottery room sees a lot of use, so things tend to be left around the room. I cleaned off the counter before classes started. We cleaned up the auditorium between the major events like Halloween Trivia, art show receptions, the Radio Show, and rentals.

Donations:

We had no donations in the month of October.

Outreach:

In addition to working at the front desk, I am still completing my duties as the Outreach Assistant. Skye and I planned and prepared a craft for Jonesborough Halloween Haunts and Happenings and attended the event on October 31.

I continued to work on the Booker T. Washington tour project. I have spoken to several alumni and got their feedback on the tour. I am working on finishing touches and beginning to plan for the opening on November 14.

Noriah Shaw, October Monthly Report- McKinney Center

Outreach:

This October, I printed and distributed posters in Jonesborough and Johnson City for many upcoming events, including our monthly Radio show and our Halloween Art exhibit. Another way I contributed to outreach this Month is by making social media posts. I created and uploaded seven social media posts to our StoryTown Facebook and Instagram page, in addition to the posts made by other members of our staff. The last way I contributed to outreach this month was representing the McKinney Center at Jonesborough's annual Haunts and Happenings event. During this event, myself and other McKinney Center staff assisted children with a festive Halloween craft, as well as shared with parents what we do at the McKinney Center.

StoryTown:

This month, I produced October's episode of Voices of The Archives, featuring Caroline Lowery Light. I chose her story to share from our interview archives, and then scripted and recorded audio for the podcast. Another StoryTown project I assisted was our StoryTown Radio Show. During October's radio show, I helped with sound effects! I attended production meetings before the performance and attended rehearsal for the event. Here, I helped with props, set up and sound effects. On the day of the performance, I helped gather supplies and set them up beforehand, as well as placing outdoor signage for the event. Once the radio show started I successfully managed sound effects. After the event ended, I helped take down and clean up. Another way I helped with our StoryTown program was by collecting stories at Jonesborough's Storytelling Festival. I attended with my supervisor, Anne G'Feller's-Mason, and we collected multiple stories relating to Jimmy Neal Smith. The last way I contributed to the McKinney Center's StoryTown initiative was by scheduling and conducting a storycollecting interview with community member Tim Heron.

Meetings:

During the Month of October, I attended four weekly staff meetings, a Storytown production meeting, an advisory committee meeting, a Halloween Trivia Meeting, and a marketing meeting.

Front desk:

On Mondays, and when Martha goes to lunch at 1pm, I cover the front desk. I answer phone calls while they're away and greet any visitors we have. If a caller needs to speak with a member of our staff who is unavailable at the moment, I gather their information and leave a note for Martha to reach back out to them. I also assist anyone wishing to sign up for a class or purchase a ticket for an event.

Special Events:

This October, I assisted with many special events. The first of which being our annual play, Spot on the Hill. I assisted with set up, greeting, ushering, and take-down for this production. Another special event I assisted with was the McKinney Center's Halloween art exhibit. I assisted with hanging art for this exhibit, as well as during the opening reception. For the reception, I helped prepare refreshments for guests, as well as greeted visitors. Another event I helped with this month was Halloween Trivia, hosted by the McKinney Center. I assisted with setting up for this event, as well as greeting and checking in guests, preparing refreshments, and taking down once the event was over. Other than these special events, I also represented the McKinney Center at the aforementioned Storytelling Festival, as well as Jonesborough's Haunts and Happenings.

October 2025 Monthly Report, Anne G'Fellers-Mason Program Manager

StoryTown Radio Show/StoryTown Initiative

The final show of the regular 2025 season is Monday, October 27th. The theme is "Haints, Hollers, and Halloween" with musical guest Katie Hoffman. We have sold/reserved 64 tickets so far. This show usually sells out or comes close. The 2026 season (our 15th) is almost set, only one more musical act to secure. There will be ten shows with musical guests and new themes. Wrack cards are being designed, a teaser video is being filmed, and 2026 season passes will go on sale on the day of the last show.

Story Collecting

Six people took the Story Collecting class in September.

Jimmy Neil Smith Story Collecting – I collected four stories about JNS during the Storytelling Festival. I am taking a trip to Asheville in November to chat with Connie Regan Blake who was there with JNS at the beginning of the festival in the 1970s. I will continue to collect JNS stories through March of 2026. The April Radio Show is dedicated to him. As of now, I have collected 13 stories.

Listening Day – The final Listening Day of 2025 is set for November 18th at the Senior Center. I'll be working with them to secure dates for 2026.

A Spot on the Hill

The show was all sold out, except for the indoor matinee. Most of the feedback was positive, but I will work on addressing sound issues for the 2026 production. Amplification is something ASOH has struggled with since its inception. We've gotten better with time, but there are still ways to improve. Final numbers are not done yet, but we earned \$3,176.00 through ThunderTix in ticket sales.

America's 250th

Glenn informed us that we received the Capital Improvements grant for the windows. We are pivoting from replacing to restoring. An updated grant and all its paperwork need to be returned to the State by November 14th. We should go ahead and share the good news as soon as the Town is ready. I have seen some of the other recipients sharing their news.

I also submitted a Project Support Grant through the TN 250th commission to fund a special community play to be held in February of 2026. We will know by October 30th whether we got that grant. I am outlining the play now and audition information will be posted in early November.

Soups and Songs

Tickets are on sale for our annual holiday fundraiser on December 1st. We have only advertised to members so far and have sold 13 tickets. We'll advertise to the public right after Halloween. The Jonesborough Novelty Band, violinist Chloe Suarez, and Thankful Baptist Church mass choir are the musical guests.

Podcast

We continue to post Voices of the Archive, Director's Cut, and StoryTown Radio Show podcasts every month. We have been making a concerted effort to spread the word about the podcast and bring in new listeners.

Total Downloads: 595 in the last thirty days

Social Media Posts

Facebook last 28 days

Page Followers: 1,709

Page Following: 430

Most interacted with Posts – Boosted post for October Radio Show (14,112 views and 4,626 reach), Jimmy Neil Smith story collecting during Storytelling Festival post (1,544 views and 789 reach).

Views: 28,458

New Page Followers: 13

Interactions: 1,054

Shares: 101

Comments: 52

Instagram last 30 days

Followers: 901

Views: 8,354 (61.7% followers, 38.3% non-followers)

Content Interactions: 359

Profile Activity: 76

The reel featuring the David Crockett High School Madrigal Singers had 249 views. The ASOH post featuring Ralph Martin and Angela Murphy-Walters had 217 views.

YouTube last 28 days

Subscribers: 18

Views: 9

Watch Time: 0.1

New Subscribers: 0

Impressions: 256

Numbers for Month

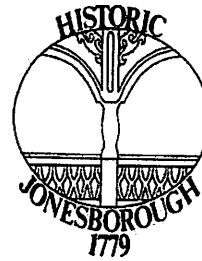
A Spot on the Hill: 15 (Number of volunteer hours, 232)

StoryTown: 1 (1 hour)

Interactions: Advisory Board – 7, Misc. Interviews - 4, Media – 2, JNS Interviews – 6, JAMSA – 27, StoryTown Production Meeting – 1, Trivia Related - 3, Misc – 5, DAR Presentation – 14, Marketing Team -3, ASOH Rehearsal – 73, ASOH Production - 460

Total for Month –605

From The Desk Of:
Michelle Stewart
Director of Human Resources



October 2025 Report For BMA

- Attended the Northeast Tennessee Society of Human Resource Managers (NETSHRM) board meeting.
- Coordinated the monthly Town Directors Meeting training with MTAS Training Consultant.
- Attended the Public Entity Partners Conference in Franklin which was a 3-day conference; I did receive a \$500 grant to attend from PEP.
- Onboarded 5 new employees (all began work in October):
 - Donna Meade- part time Visitor's Center Host
 - Michael Layton- Equipment Operator II, Water Construction Crew
 - Christian Canter- Worker I, Waste Water Construction Crew (returning employee)
 - Shannon Russell- Waste Water Construction Supervisor
 - Tyler Edward- Equipment Operator II, Streets
- Offered part-time McKinney Center Host positions to 2 individuals. Both are in the onboarding process and should begin work the first week of November.
- Completed background checks on McKinney Center volunteers.
- Initiated payroll changes for employees with payroll changes.
- Completed the biennial driver's license verification for all Town employees that operate a Town vehicle. This is a requirement of our insurance provider, PEP. A big thank you to Major Aistrop for accessing the Tennessee Department of Safety records to compile the report on each driver.
- Completed a TPMA webinar.
- Onboarded the Receptionist, Brenda Davis, who will begin work on November 3.
- As I was traveling October 9-24, I maintained essential functions of my position to include verifying per-placement activities, communicating with employees, etc.



TOWN OF JONESBOROUGH

123 BOONE STREET

JONESBOROUGH, TN 37659

TELEPHONE (423) 753-1030

WEBSITE: WWW.JONESBOROUGHTN.ORG

Street Department

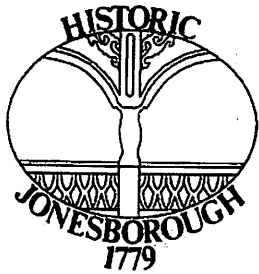
Monthly Report

October 2025

The month of October started off with our annual event the National Storytelling festival, on the 3rd through the 5th in which the crew spent countless hours preparing the town by sweeping downtown and all the main roads and making sure the right of way mowing was completed in these areas as well for thousands of visitors to enjoy this great event. From everything I was told the event went off without a hitch all of the organizers did a fantastic job preparing and executing with everything involved in such a large event. On the 5th the team came in at noon to open Main Street up for traffic and remove all temporary signage and barricades that were placed out for the event this took us about three hours to clean up our parts of the event.

Throughout the month the crew continued to do some more work with the thermoplastic. We have installed multiple crosswalks around town and started marking some of the speed humps with this material as well. These locations will last much longer than the painted areas in the higher traffic locations the paint doesn't hold nearly as long as the thermoplastic.

One of the larger projects for October has been the sidewalk along Main Street Between Second and Washington the street department has worked alongside of our hired contractors to make sure this project continued to move along nicely. The street Department took on parts of this project such as placing the chat and sand in preparation for the red brick to be set on. As I am writing this report, the red brick is being placed along this section and will be completed in the first week of November.



TOWN OF JONESBOROUGH

123 BOONE STREET

JONESBOROUGH, TN 37659

TELEPHONE (423) 753-1030

WEBSITE: WWW.JONESBOROUGHTN.ORG

The Team has also been out using our new hot box repairing numerous potholes through out town we have put a pretty good dent in the list of cut repairs from the Water and Sewer departments that they have compiled over quite a bit of time.

We have also completed all the framing in the new street department building and started putting in the insulation the electric has been roughed in, and the heater installation has begun. The crew is very excited about the future use of this building

Members of the team also did some remodeling at town hall and created a new office space up stairs this involved removing an older break room area and extending it into an existing storage room we had to move one wall, take out a door and relocate it further down the wall to access the now smaller storage area, and sheetrock the new wall and old door opening at the new office.

Director of Streets

Steve Prisament

Monthly Report October 2025

Mitchell Calvin, Digital Media Manager

Websites

- Updated the .com home page to show the newest events coming up
- Daily/weekly website edits for the .com, .org, McKinney Center and Wetlands sites
- BMA Agenda updates on the .org site
- BMA Meeting Minutes updated on the .org site
- Post links for online town meetings when needed
- Update Google calendar (used on .org, McKinney and tourism sites)
- Update back end calendar for .com site
- Answer/forward email inquiries that come to .com site
- Track online Employment Applications
- Adding new employment applications to the website for new positions
- Prepare deposit summaries and submit to Gina
- Track online Registration Forms
- Working on SEO for .com, .org, and the McKinney Center to help drive traffic to the websites
- Attended the BMA meeting and worked the livestream

Senior Center

- Updated the Monthly calendar
- Updated the weekly newsletter
- Updating the centers page on the website
- Adding event announcements to the centers page
- Attended the monthly meeting with the Senior Center staff
- Tech class for the Senior Center members

McKinney Center

- Monthly marketing meeting
- Creating webpages for upcoming events
- Editing current event pages to show new information
- Added upcoming events to the website and created pages for the event
- Promoting the upcoming events on the newsletter

Marketing

- Attended Marketing meetings
- Attended Main Street Meeting
- Attended JAMSA Meetings
- Creating event pages for new events the team has created
- Uploaded the monthly blog on the tourism website

This week in Jonesborough Newsletter

- Creating the newsletter that is sent out every Sunday with the events for the week
- Making sure the calendar is up to date on the events for the week
- Checking Facebook and websites for events happening at downtown restaurants and shops
- Reviewing the analytics to see how many users opened the email and how many clicked on links leading them to Jonesborough events

Parks and Recreation/Wetlands

- Meeting with the Director of P&R to go over marketing efforts for the upcoming year
- Updating Wetlands website as needed
- Promoting the upcoming events on the newsletter

Websites Update

- Working with the Town Administrator on website improvements to help users navigate the website better
- Updating department pages with current information
- Talking with the development team at Six Rivers about upcoming updates and changes needed on the backend of the website
- Updated the BMA Information page to have more information for residents

Jackson Theatre Website

- Attended the monthly meeting with the Jackson staff
- Working on troubleshooting and fixing bugs as they present themselves as we work on get the information up to date
- Promoting the upcoming events on the newsletter

Brews and Boos

- Helped set up for the event
- Worked the check in table welcoming guest and selling tickets if needed
- Helped clean-up after the event

Tiger Park Ribbon Cutting

- Made the announcement on the website
- Helped Mike with getting the audio equipment for the event
- Took photos at the event

Christmas in Olde Jonesborough

- Updated the parade application
- Updated the JBChristmas.com page
- Added the events to the town calendar

Google Analytics

- Monitored the Google analytics for the .org, .com, McKinney, Jackson and Wetlands site
- The Halloween event pages have accumulated over 2,200 views over the month of October
 - Brews and Boos had 1,133 views for the event page
- Made Around Here Market has been viewed over 7,200 times
- 46 Visitor Guides mailed out for the month of October
- The new Street Closure page has received over 418 for the month of October

Jonesborough Fire Dept Index - Incident Types

DatasetFire Incidents

Date of Export: October 29, 2025 at 14:20:57

Created: October 10, 2025 at 13:32:56

Last Updated: October 29, 2025 at 08:29:27

Count of Total Incidents & Exposures

Count of Total Incidents & Exposures

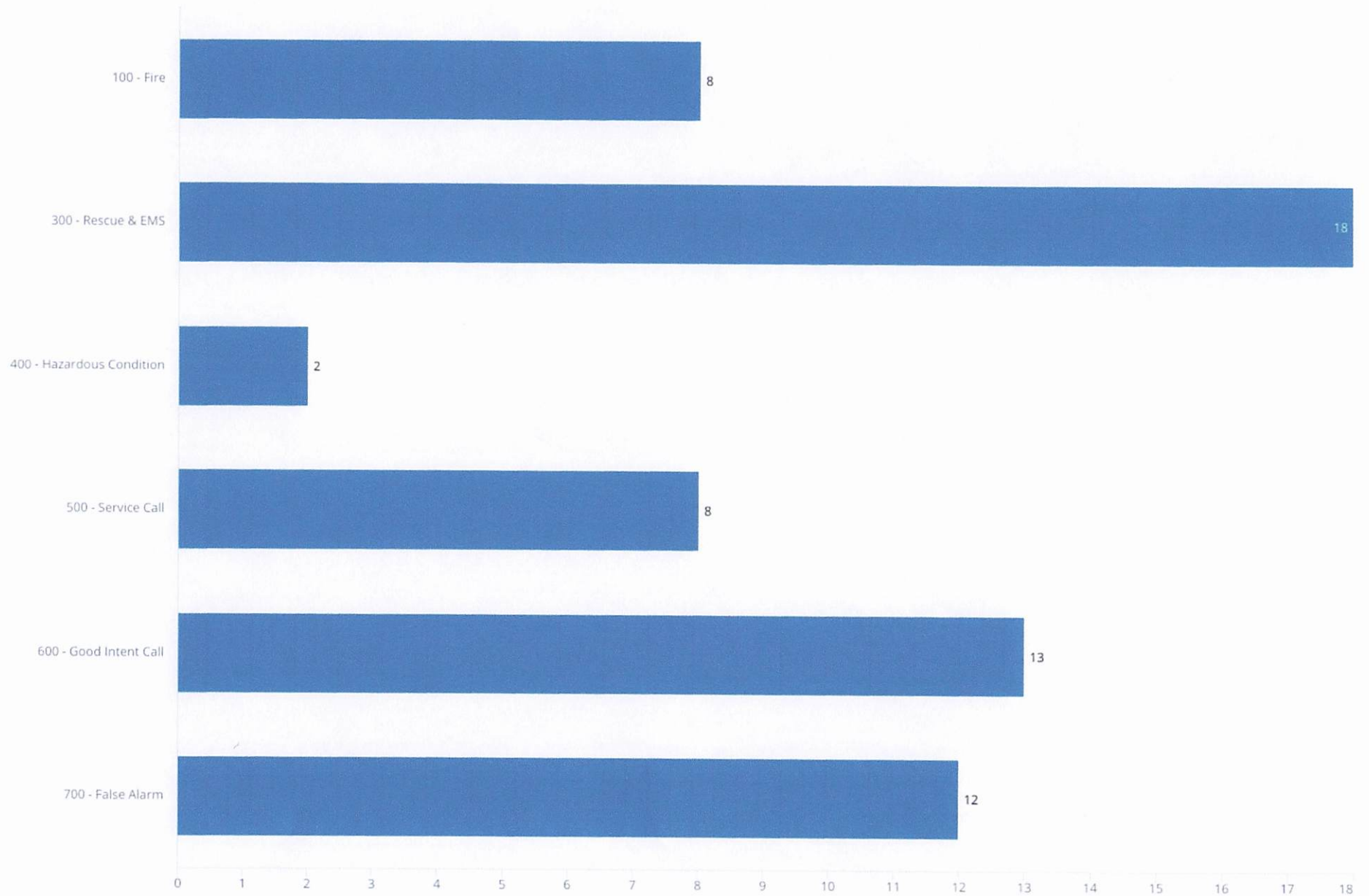
Count of Incidents

61

Additional Exposures 0

Count of Incidents by Incident Type

Count of Incidents by Incident Type

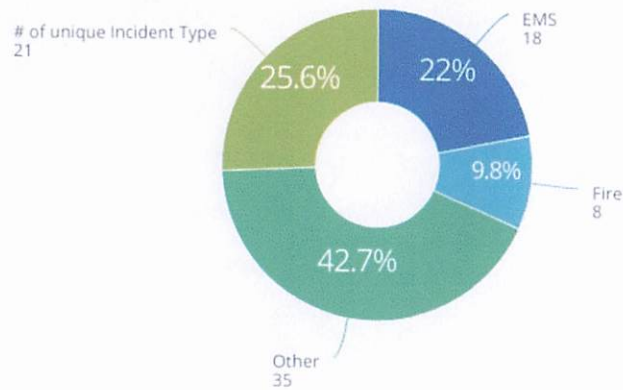


Fire Index - Incident Type Breakdown

This measure comes from the ESO Fire Index. See national performance at: <https://www.eso.com/resources/fire-index/>

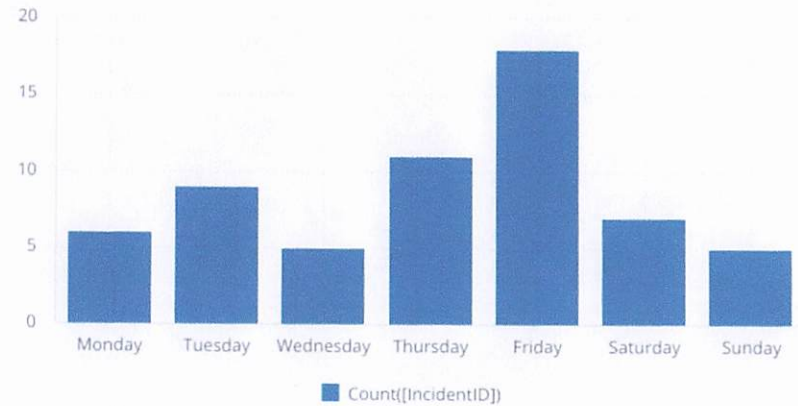
EMS/Fire Incident Breakdown

EMS/Fire Incident Breakdown



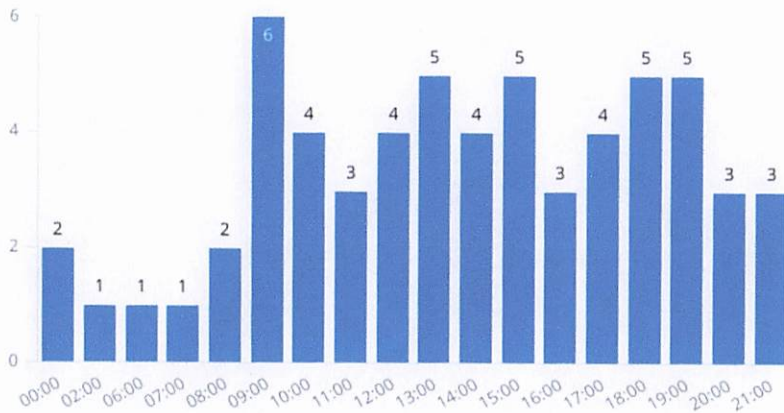
Incident Count by Day of Week

Incident Count by Day of Week



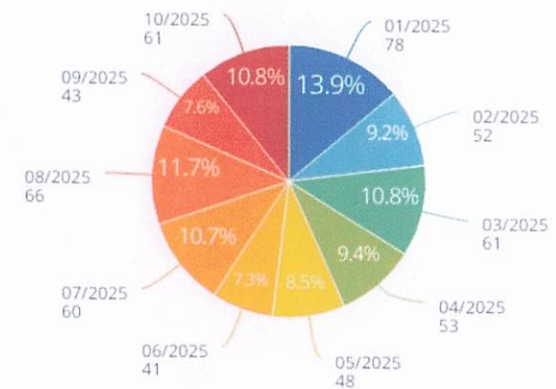
Incident Count by Hour of Day

Incident Count by Hour of Day



Incident Count by Month (This Year)

Incident Count by Month (This Year)



Incident Details

Incident Number	Time in Alarm DateTime	Incident Type Group	Incident Type Code	Incident Type
25181127	10/01/2025 19:44:45	100 - Fire	151	Outside rubbish, trash or waste fire
25181290	10/02/2025 00:14:28	100 - Fire	114	Chimney or flue fire, confined to chimney or flue
25181328	10/02/2025 02:41:47	300 - Rescue & EMS	324	Motor vehicle accident with no injuries.
25181527	10/02/2025 10:14:47	300 - Rescue & EMS	311	Medical assist, assist EMS crew
25181912	10/02/2025 20:29:35	600 - Good Intent Call	631	Authorized controlled burning
25182185	10/03/2025 09:55:05	600 - Good Intent Call	600	Good intent call, other
25182301	10/03/2025 12:44:37	600 - Good Intent Call	622	No incident found on arrival at dispatch address
25182319	10/03/2025 13:24:26	300 - Rescue & EMS	311	Medical assist, assist EMS crew
25182323	10/03/2025 13:35:59	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25182441	10/03/2025 16:06:29	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25182503	10/03/2025 18:55:09	600 - Good Intent Call	631	Authorized controlled burning
25183220	10/04/2025 21:04:59	600 - Good Intent Call	631	Authorized controlled burning
25184423	10/06/2025 20:23:38	700 - False Alarm	745	Alarm system activation, no fire - unintentional
25184841	10/07/2025 12:15:37	300 - Rescue & EMS	311	Medical assist, assist EMS crew
25184868	10/07/2025 13:24:39	700 - False Alarm	743	Smoke detector activation, no fire - unintentional
25185007	10/07/2025 16:40:22	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25185686	10/08/2025 18:52:31	100 - Fire	142	Brush or brush-and-grass mixture fire
25185757	10/08/2025 21:52:26	100 - Fire	121	Fire in mobile home used as fixed residence
25185930	10/09/2025 06:02:34	700 - False Alarm	745	Alarm system activation, no fire - unintentional
25186326	10/09/2025 19:25:49	700 - False Alarm	745	Alarm system activation, no fire - unintentional
25186784	10/10/2025 14:02:49	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25186891	10/10/2025 17:29:29	700 - False Alarm	743	Smoke detector activation, no fire - unintentional
25187272	10/11/2025 08:54:00	500 - Service Call	553	Public service
25187372	10/11/2025 12:04:47	300 - Rescue & EMS	322	Motor vehicle accident with injuries

Incident Details

Incident Number	Time in Alarm DateTime	Incident Type Group	Incident Type Code	Incident Type
25188034	10/12/2025 15:35:46	100 - Fire	118	Trash or rubbish fire, contained
25188102	10/12/2025 19:09:43	100 - Fire	142	Brush or brush-and-grass mixture fire
25188767	10/13/2025 17:06:21	600 - Good Intent Call	600	Good intent call, other
25188785	10/13/2025 17:43:44	600 - Good Intent Call	611	Dispatched & canceled en route
25189272	10/14/2025 10:36:09	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25189504	10/14/2025 15:01:44	100 - Fire	151	Outside rubbish, trash or waste fire
25190015	10/15/2025 09:22:26	500 - Service Call	553	Public service
25190850	10/16/2025 11:12:24	700 - False Alarm	744	Detector activation, no fire - unintentional
25190906	10/16/2025 12:20:36	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25191051	10/16/2025 15:16:06	500 - Service Call	551	Assist police or other governmental agency
25191068	10/16/2025 15:34:19	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25191246	10/16/2025 20:57:58	600 - Good Intent Call	631	Authorized controlled burning
25191438	10/17/2025 07:08:48	700 - False Alarm	700	False alarm or false call, other
25191525	10/17/2025 08:43:30	700 - False Alarm	743	Smoke detector activation, no fire - unintentional
25191540	10/17/2025 09:09:00	500 - Service Call	553	Public service
25191669	10/17/2025 13:11:17	300 - Rescue & EMS	311	Medical assist, assist EMS crew
25191737	10/17/2025 14:55:35	500 - Service Call	553	Public service
25191849	10/17/2025 18:55:42	500 - Service Call	510	Person in distress, other
25191926	10/17/2025 21:18:39	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25192263	10/18/2025 10:50:49	600 - Good Intent Call	611	Dispatched & canceled en route
25192338	10/18/2025 13:42:45	600 - Good Intent Call	631	Authorized controlled burning
25192475	10/18/2025 19:03:53	500 - Service Call	553	Public service
25193014	10/19/2025 14:23:11	700 - False Alarm	700	False alarm or false call, other
25193114	10/19/2025 18:33:16	400 - Hazardous Condition	461	Building or structure weakened or collapsed

Incident Details

Incident Number	Time in Alarm DateTime	Incident Type Group	Incident Type Code	Incident Type
25193525	10/20/2025 10:14:22	600 - Good Intent Call	631	Authorized controlled burning
25193801	10/20/2025 17:16:51	600 - Good Intent Call	600	Good intent call, other
25193890	10/20/2025 19:41:12	100 - Fire	151	Outside rubbish, trash or waste fire
25194012	10/21/2025 00:30:45	400 - Hazardous Condition	440	Electrical wiring/equipment problem, other
25196540	10/24/2025 15:43:14	700 - False Alarm	743	Smoke detector activation, no fire - unintentional
25196590	10/24/2025 16:49:18	300 - Rescue & EMS	311	Medical assist, assist EMS crew
25196626	10/24/2025 18:13:17	300 - Rescue & EMS	311	Medical assist, assist EMS crew
25197205	10/25/2025 14:56:26	600 - Good Intent Call	622	No incident found on arrival at dispatch address
25197724	10/26/2025 09:19:02	700 - False Alarm	745	Alarm system activation, no fire - unintentional
25199083	10/28/2025 09:12:53	300 - Rescue & EMS	322	Motor vehicle accident with injuries
25199102	10/28/2025 09:52:25	700 - False Alarm	745	Alarm system activation, no fire - unintentional
25199147	10/28/2025 11:06:24	500 - Service Call	553	Public service
25199862	10/29/2025 11:56:31	300 - Rescue & EMS	324	Motor vehicle accident with no injuries.

Counts of Incidents by District

District	Count of Incidents
City	26
County	35



Storytelling Capital of the World™

Cameo Waters

Director of Tourism & Main Street

October 2025 Monthly Report

Updates and Projects

1. Main Street and Downtown
2. Tourism
3. Marketing
4. Events
5. Other

Main Street and Downtown

Hosted a ribbon cutting for one of our newest businesses, Merley Modest Boutique on October 18. Here is a reel recapping the event:

https://www.instagram.com/reel/DP9PS8PESOK/?utm_source=ig_web_copy_link&igsh=MzRlODBiNWFiZA==

Met with our newest downtown business, Verselets to begin planning their ribbon cutting which will take place November 1. More details can be found here:

<https://www.facebook.com/share/17FimwbLX2/>

Finalized plans for downtown holiday lights downtown.

Tourism

Below you will find marketing report details.

Storytelling Campaign Insights:

Target Cities: Greenville/Spartanburg/Asheville, Chattanooga, Charlotte

Placement: Meta: 7/25/25 – 9/24/25 and Display: 7/31/25 – 9/30/25

Results: Over 2.2 million impressions

Year-Over-Year Comparison: 2,000% increase in reach

Year-Over-Year Ticket Sales: 15% increase in tickets sold compared to 2023

Fall Trip Ideas:

Target Cities: Greenville/Spartanburg/Asheville, Chattanooga, Charlotte, Knoxville

[Campaign is currently still running \(click for samples\)](#)

Placement: Meta and Display: 8/01/25 – 11/01/25

The gift shop inside the Visitors Center saw impressive sales figures during National Storytelling Festival weekend. We saw a 1,495% increase compared to last year when there was no festival. When comparing the 2023 numbers to the 2025 numbers we saw a 24% increase in sales. I participated in the Washington County Schools advisory session in my role as a board member for the tourism, hospitality, and marketing program.

Marketing

We placed a strong emphasis on promoting the fall and Storytelling campaigns this month, driving significant traffic to both our website and social media platforms (see additional details above).

Marketing efforts also focused on key seasonal events including Brews & Boos, Haunts and Happenings, Jonesborough's Pumpkin Party, the Made Around Here Market craft show, A Spot on the Hill, Jackson Theatre programming, the Senior Center craft show, and the Senior Center tree event, among other community activities.

The Marketing Team collaborated with Solid Waste to share information with residents about leaf pickup and other seasonal updates.

Events

Continuing work on planning Made Around Here Market Craft show, Brews & Boos, Haunts & Happenings, and Christmas in Olde Jonesborough.

Also began working on details for the St. Paddy's Festival, Easter and Music on the Square Fundraiser.

Other/Community Feedback

We received a kind note from a regional community member praising the overall experience in Downtown Jonesborough:

"I drive through Jonesborough daily. Several years ago, I was very involved in Main Street Greeneville and continued to be a member for a long time. YOU are doing a FABULOUS JOB! Downtown Jonesborough looks AMAZING! Last week I spent the entire day with my daughter and her three little boys in Jonesborough and we had a ball! We had lunch at Main Street Café and spent quite a bit at your local shops. We loved the new boutique, Merely Modest! My mother, daughter-in-law, and several friends also attended the garden tour back in the spring. We loved it and plan to make it a yearly event! Thank you for what you do, I wish I could live in Jonesborough!"

This feedback is a great reflection of how our collective efforts across departments, merchants, and community partners continue to make a positive impression on residents and visitors.

October 2025 Monthly Report

Tasks Completed & Updates

1. Main Street & Downtown
2. Events

Main Street & Downtown

- Worked Brews & Boos (10/18)
- Attended 3 TV Spots for Main Street Brews & Boos
- Had a Tourism Marketing meeting to go over all marketing items needed for Tourism & Town Events
- Had Zoom meetings with AdvanceTravel to assess results for all the marketing campaigns we're running, and also getting a Fall Ad Campaign Running
- Designed all display ads for our Marketing campaign

Events (Halloween & Christmas)

- Ironing out the final details of Halloween Haunts & Happenings
- Sent out Halloween trick-or-treating stop forms again to merchants and Jonesborough Businesses, got some last-minute sign-ups
- Secured Haunted Laser Tag for Halloween Haunts & Happenings in Jimmy Neil Smith Park
- Got with Mitchell Calvin to update all dates and times on the Christmas Website
- Announced Christmas Parade Applications were now open on FB, and we already have at least 10+ floats signed up
- Made multiple trips to Sam's Club to get Candy for Halloween Haunts & Happenings
- Update the StoryTown Rack Card for the 2026 season
- Got all the Jack-O-Lantern lights for the Pumpkin Party
- Booked a food truck for Pumpkin Party (they cancelled due to inclement weather)
- Mitchell Calvin and I put batteries into each Jack-O-Lantern light
- Attended 2 TV Spots for Halloween Haunts & Happenings
- Attended a TV for Pumpkin Party
- Created Halloween graphics in different sizes for different Marketing materials
- Started working on Christmas in Olde Jonesborough details
- Booked Santa for Christmas Events
- Ordered mini candy canes for the whole event series

- Made multiple trips to Dollar Tree to get supplies for Santa Mart
- Secured a few sponsors for Christmas in Olde Jonesborough
- Booked Face Painting for Christmas Events
- Organized Elementary Choirs & DCHS Madrigals for the Tree Lighting event
- Ordered treats for Doggone Christmas
- Working with Lauren from Parks & Rec. to help put together a raffle basket for Doggone Christmas
- Decided Date for 2026 MOTS Fundraiser
- Booked date at the McKinney Center for MOTS Fundraiser
- Created a certificate for two tickets to the MOTS Fundraiser for the Marquee Ball at the Jackson Theatre
- I worked with Hannah, our marketing manager, on a reel for the Pumpkin Party that got almost 30,000 views!!
- Created a new logo for the Chuckey Depot; this will be unveiled soon!
- Attended and Live Streamed the Tiger Park Ribbon Cutting Event

MCKINNEY CENTER'S



STORYTOWN RADIO SHOW

2026 SEASON | [STORYTOWNRADIO.COM](http://storytownradio.com) | 423.753.0562

DATE	TITLE	MUSICIANS
JAN. 26	TELL ME A STORY: RADIO SHOW GREATEST HITS	MOMMA MOLASSES
FEB. 23	BLACK AND WHITE AND SHADES OF GRAY	JUNCTION 4961
MARCH 23	ROLLING OUT THE WELCOME MAT: TALES OF SAFE SPACES & PLACES	MR.FANCY
APRIL 27	"A COUNTRY BOY WITH A DREAM": JIMMY NEIL SMITH STORIES	SHHS STEEL TOPPERS
MAY 25	ANNUAL SALUTE TO VETERANS	JONESBOROUGH NOVELTY BAND
JUNE 22	DEAR OLD DAD	THREE TIM SMITH
JULY 27	PAWS & REFLECT: STORIES ABOUT OUR FOUR-LEGGED FRIENDS	THE ACADEMICS
AUG. 24	STORIES FROM THE CLASSROOM: TEACHERS' EDITION	TBD
SEPT. 28	LIFE ON THE FARM: THEN & NOW	DAVID CROCKETT MADRIGAL SINGERS
OCT. 26	KOOKY AND SPOOKY	LIGHTNIN' CHARLIE

MCKINNEY CENTER'S



STORYTOWN RADIO SHOW

WHAT IS STORYTOWN RADIO SHOW?

The award-winning StoryTown Radio Show is a monthly live radio performance at the McKinney Center. The one-hour show shares true stories and features regional musicians each month. It is performed in the style of a 1930s radio broadcast.

WHERE CAN I WATCH AND LISTEN?

Live shows take place the fourth Monday of every month at 7:00 p.m. at the McKinney Center, 103 Franklin Ave.

Recorded productions are aired the last Wednesday of the month on the local NPR station 89.5 WETS out of Johnson City.

Available anytime on the StoryTown Podcast at storytown.simplecast.com.

You can support StoryTown Radio at StoryTownRadio.com.

TICKETS \$10 TICKETS \$10 TICKETS

CELEBRATING 15 YEARS ON THE AIR!



2 TICKETS FOR 2026 FUNDRAISER

March 20, 2026
6-8 p.m.
McKinney Center

This certificate is good for 2 tickets to the 2026 Music on the Square Fundraiser. To claim your tickets and get more information closer to the event date, please email Isabel Hawley-Lopez, Events Manager, at isabel@jonesboroughtn.org.

Heavy hors d'oeuvres and drinks will be provided.

Live Music
Silent Auction
Live auction 7:00 p.m.

\$100 Value

For more information visit jonesborough.com/mots

Hannah Maultbay

Marketing Manager

October 29, 2025

Monthly Report – October 2025

October was such a fun month filled with fall festivities and spooky events! I attended the JAMSA October meeting to learn more about upcoming merchant activities and to help plan for future events. I also met with the Parks and Recreation Department to coordinate marketing efforts for upcoming events like The Great Jonesborough Pumpkin Party and the First Annual Father and Son Flag Football Turkey Bowl. In addition, I attended a marketing meeting at the McKinney Center to plan future content strategies and event promotions.

This month, I helped organize and attend a ribbon cutting for Merely Modest Boutique and attended another for Tiger Park. Isabel Hawley-Lopez and I represented Jonesborough on Good Morning Tri-Cities on October 24 to talk about The Great Jonesborough Pumpkin Party. We also did a 15-minute radio interview with WXBQ to promote upcoming events around town. Later in the month, I appeared again on Good Day Tri-Cities on October 28 to discuss Halloween Haunts & Happenings.

Some other fun things I did in October included setting up and decorating the Pumpkin Hut, putting out yard signs for the Made Around Here Market, and working on October's content calendars.

Content

I used my posting schedule to further the town's marketing efforts, including:

Historic Jonesborough

- Storytelling Festival T-Shirts
- Halloween – Downtown Jonesborough
- Made Around Here Market Vendor Highlight
- Brews and Boos Info
- The Great Jonesborough Pumpkin Party
- Made Around Here Market Information
- Tiger Park Ribbon Cutting Reel
- "Your sign to add Jonesborough, Tennessee to your road trip list" Reel
- Pumpkin Party Airplane Reel
- Haunts and Happenings Costume Contest Info
- Shared Information from the International Storytelling Center about the Festival
- Shared information about A Spot on the Hill – Indoor Matinee
- Shared History Trivia
- Shared Farmer and Adele at The Jackson Theatre

Main Street Jonesborough

- The Great Jonesborough Pumpkin Hut – reel
- Information post about Brews and Boos
- Wrap up post after Storytelling Festival
- Ghost Reel
- Made Around Here Market Vendor Highlight
- Current Fall Foliage Reel
- Ribbon Cutting Post – Merely Modest Boutique
- Created a Ribbon Cutting Facebook Event Page – Merely Modest Boutique
- Created a Reel from Merely Modest Boutique Ribbon Cutting
- Halloween Events Post
- One Week from Halloween Post
- Week of Pumpkin Party Reel
- Boosted Ad for the Jackson Theatre's Marquee Ball

Civic

- Shared an Info Post about October's BMA Meeting with a link to the livestream
- Road Closure Posts
- Informative Town building inspector post
- Posted October Employee of the month – Craig Ford
- Shared Brews and Boos reel
- Park Closure updates
- Create a flag retirement ceremony event page
- Shared a graphic and post about fall leaf collection dates
- Posted about a water outage
- Posted about National First Responders Day

Wetlands Water Park

- Post for Wag-N-Splash

Parks and Rec

- Kickball League Post
- Plant of the Month
- National Sports Day
- Shared Tiger Park Ribbon Cutting Reel
- Park Closure Updates
- The Great Jonesborough Info Post
- Created a Turkey Bowl Event Page
- Turkey Bowl Post

Chucky Depot

- Historic Jonesborough Train Show Event Page
- Informative Post about upcoming Train Show

Jonesborough Visitor Center

- Reel inside the gift shop
- Story Posts

- Shared Heritage Alliance Museum Exhibit

Press Releases

- I sent out several press releases for various departments and scheduled TV spots. Examples include:
 - Jackson Theatre to Host Marquee Ball Featuring the Glenn Miller Orchestra
 - Town of Jonesborough to Celebrate Grand Opening of Tiger Park with Ribbon-Cutting Ceremony
 - Come Trick-or-Treating in Historic Jonesborough during Halloween Haunts & Happenings
 - Main Street Jonesborough Hosts Ribbon-Cutting for Merely Modest Boutique
 - Main Street Jonesborough to Host Ghost Story Event
 - The Jonesborough Senior Center to Host Annual Craft Fair on October 25
 - Jonesborough Leaf Collection Schedule
 - Jonesborough Christmas Parade returns to Main Street on December 13
 - Main Street Jonesborough Hosts Ribbon-Cutting for Verselets®
 - The Watauga Valley Railroad Museum and the Chuckey Depot Museum to Host Historic Jonesborough Train Show on November 15
 - Heritage Alliance to Host the 47th Annual Progressive Dinner
 - Jonesborough Parks and Recreation to Host First Annual Turkey Bowl on November 23
 - StoryTown Radio Show Gets Spooky on Monday October 27
 - Halloween Trivia Night is Back on October 24 with the McKinney Center and Heritage Alliance

Marketing Analytics

Historic Jonesborough

Views: 650,847 (119.8% Increase)

3 Second Views: 22,262 (8.6k % increase)

Interactions: 7,120 (422.8k % increase)

Main Street Jonesborough

Views: 116,765 (43% increase)

3 Second Views: 5,217 (3.8 k increase)

Interactions: 1,781 (79.4% increase)

Board of Mayor and Aldermen Report 10/29/2025

Wednesday October 29, 2025

3:30 PM

Jackson Theater - Technical Director

Progress Report for October 8-October 29

Staffing:

We have the following Technical Staff on our Show Call Roster:

3 Audio Engineers

2 Lighting Designers

4 Stagehands

5 Volunteers

2 Movie Technicians

Movies:

Little Shop of Horrors (1986)	10/8/2025	Jackson Copy
Pet Sematary (1989)	10/9/2025	Jackson Copy
Rosemary's Baby (1968)	10/10/2025	Jackson Copy
The Addams Family (1991)	10/12/2025	Jackson Copy
Frankenstein (1931)	10/14/2025	Jackson Copy
Death Becomes Her (1992)	10/15/2025	Jackson Copy
Interview With a Vampire (1992)	10/16/2025	Jackson Copy
Hotel Transylvania (2012)	10/19/2025	Jackson Copy
The Bride of Frankenstein (1935)	10/21/2025	Jackson Copy
Scary Movie (2000)	10/22/2025	Jackson Copy
Nightmare on Elm Street (1984)	10/23/2025	Jackson Copy
Day of the Dead (1985)	10/24/2025	Jackson Copy
Hocus Pocus (1993)	10/26/2025	Jackson Copy
Creature from the Black Lagoon (1954)	10/28/2025	Jackson Copy

- Tested new movie disks

Performances:

- The Farmer and Adele

Rentals:

Christ Church Jonesborough weekly church services

- Providence Academy rehearsals for The Miracle Worker
- Highlands Horrorfest
- McLeod's Rebuilding Liberty Weekly Series
- Mrs. Jonesborough Pageant
- Day of the Dead Zombie Fest

Programming:

All necessary tech staff was booked for live performances. Show information has been distributed to those staff members.

- Reviewed incoming riders
- Program Calendar for staff has been updated.

Date: 10/29/25

To: Amber Crumley (for BMA meeting)

From: Lori Powell

Re: Assistant Operations Manager Report – period 9/6 through 10/29/25

- **Marketing and Community Outreach:** Update the Jackson Journal monthly. Next edition will be released by November 1st.



- **Ticketing:** Entered movie events for November onto ThunderTix, Google calendar and Jackson website. December to be listed on website by end of this week.

Event and Audience:

Live Events

- September 7: John R. Miller w/ Viv and Riley - 74 tickets
- September 13: East Nash Grass - 88 tickets
- September 18: The Bellamy Brothers – sold out
- October 3 /4: International Storytelling Festival- we have 6 of their events here on stage- all sold-out or near sold-out performances.
- October 25 The Farmer and Adele – 16 tickets

Movies

- **Bristol Motor Speedway movies** Talladega Nights, Gone in 60 Seconds Christine, The Love Bug – Total tickets: 67
- **Tim Burton movies** Mars Attacks, Pee Wee's Big Adventure, Sleepy Hollow, Beetlejuice Nightmare Before Christmas, Alice in Wonderland, Batman Returns – Total tickets 121

- **Wacky Wednesday** Blazing Saddles, Little Shop of Horrors, Death Become Her, Scary Movie- Total tickets 118
 - **Events** Slimer Cinema: Ghostbuster I & II with trivia / Day of the Dead merch, costume & trivia – Total tickets 56
 - **Horror Series** The Crow, Tremors, Pet Semantary, Rosemary's Baby, Interview with a Vampire, A Nightmare on Elm Street – Total tickets 116
 - **Classic Horror** Frankenstein, The Bride of Frankenstein, Creature from the Black Lagoon – Total tickets 90
 - **Family Series** The Addams Family, Hotel Transylvania, Hocus Pocus – Total tickets 160
 - **Hosted several rentals:** Christ Church on Sunday mornings, Providence Academy rehearsals, McLeod's Restoring Foundations, Highland Horror Fest, Miss Jonesborough Pageant
- **Volunteer coordination;** Follow up emailing and recruiting, we currently have 53 people signed up on our volunteer list. Sign up for events here: [VOLUNTEER SIGN UP FOR JACKSON THEATRE SHOWS.xlsx](#)
 - **Meetings and Planning:** Attended JAMSA, Jackson staff, marketing and planning and programming along with Town's supervisors meeting.
 - **Total visitor counts for September 2089, October 2476** (as of 10/29)
 - **Constant Contact** (email mailing list): we currently have 1,750 signed up.
 - **Day to Day operations:**
 - Created November and December host work schedule.
 - Completed host evaluations.
 - Concession/Merch (Clover) deposit reporting: Concessions, merchandise, rentals and donations: gross sales for September \$13,858, October (as of 10/29) \$17,966.06.
 - Continue oversee alcohol sales and inventory spreadsheets for tax reporting.
 - Continue to order office/building and concessions supplies. Weekly trips to the bank for change for concession/box office. Pick up print jobs at Stafford Graphics. Ordered our November movies from Amazon.
 - Worked events- 9/11, 9/27, 9/28, 10/3, 10/4, 10/6, 10/13, 10/14, 10/20, 10/24, 10/27
 - Order 2026 popcorn tins and stickers for patrons wanting to keep their 2024 or 2025 refillable tin. They will be available starting November 4th.



Jackson Theatre- Operations Manager

Monthly Report for October 2025

Programming:

- We hosted 10 live events in September. On the Ballad Health Stage, we had:
 - We hosted 6 live events for the National Storytelling Festival, October 3rd and 4th, 2025
 - Highlands Horror Fest with ETSU, October 11th, 2025
 - Miss Historic Jonesborough Scholarship Pageant, October 18th, 2025
 - The Farmer & Adele, October 25th, 2025
 - M. Peck and Black Box Recorder, October 31st, 2025
- Gift certificate sales are still going very well; we have sold \$2,211.00 in gift certificates.
- We have raised \$2,976.00 in our online donation campaign.
- Booked all movies shown at the Jackson in October.
 - October 7th- Tremors
 - October 8th- Little Shop of Horrors
 - October 9th- Pet Sematary
 - October 10th- Rosemary's Baby
 - October 12th- The Addams Family
 - October 14th- Frankenstein
 - October 15th- Death Becomes Her
 - October 16th- Interview with the Vampire
 - October 19th- Hotel Transylvania
 - October 21st- Bride of Frankenstein
 - October 22nd- Scary Movie
 - October 23rd- Nightmare on Elm Street
 - October 24th- Day of the Dead
 - October 26th- Hocus Pocus
 - October 28th- Creature from the Black Lagoon
 - October 29th- Shaun of the Dead
 - October 30th- Army of Darkness
 - October 31st- Halloween
- Continue to work on music programming, which we are now booking into 2026.
 - November 14- Ralph Stanley II & The Clinch Mountain Boys
 - December 5th- Wilson Fairchild
 - December 19th- Jerron Paxton & Dennis Lichtman
- The "Pay What You Can" movies continue to go well, with on average, two events per month that are PWYC.

- Received sponsorship for our upcoming Marquee Ball Fundraiser from Champion Chevrolet, Blackburn, Childers & Stegall, and the Historic Jonesborough Arts Foundation.
- Working on a full programming of classic Christmas movies for December.
- Continue planning meetings with Jackson Theatre Board member, Melinda Copp, to discuss our first fundraiser at the Jackson, the Marquee Ball at the Jackson, which will be November 1st, 2025.
- Input tickets BHT presents Bryan White at the Jackson Theatre for January 2, 2026.

Rentals/User Group Agreements:

- Booked 8 dates with T. and Jennifer McLeod for their Restoring the Foundations series on Mondays at the Jackson Theatre.
- Booked additional dates with Providence Academy for rehearsals prior to their event in November.

Marketing:

- I continue to work with Jessica Sanders, contract employee, on all social media posts, posters, table tent graphics, press releases and graphics.
- Continue to work with the Department of Tourism and Marketing Department on event promotions.
- Confirmed billboard locations and dates to promote the Jackson Theatre and our upcoming Marquee Ball.

Building Info:

- Continue to work with Rick Duvall on the 2nd floor/Stage Door HVAC needs.
- Working with Mike D'Avella on security needs for our top floor at the theatre, including key fobs for doors and elevator to the 3rd floor.

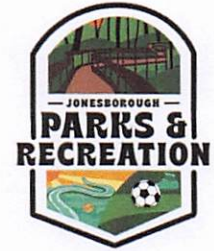
Staffing:

- Organized and attended a monthly meeting with our Technical Director, Mike D'Avella, to provide more one-on-one time to discuss needs for the theatre and live performances.
- Completed employee evaluations for our full-time staff and part-time House Manager as well as assisted Lori Powell with employee evaluations for our five part-time hosts.

Additional Info:

- Attended the October Supervisor's Meeting and MTAS Training Session.
- Organized meeting and prepared agenda for our October Jackson Theatre Board meeting.
- Attended the Main Street Board meeting and gave an update on programming at the theatre.
- Organized and attended a December movie meeting with Lori Powell and Matt Gulley from our Programming Committee.

**Parks and Recreation
October Update
Submitted by: Chris Kudera**



1. Wetlands Water Park
2. Park Maintenance Updates
3. Open Spaces Update
4. Looking Ahead

Wetlands Water Park

Wetlands Water Park wrapped up the season with its first-ever Dog Swim, welcoming over 50 dogs for a fun and energetic afternoon at the park. The event received excellent feedback from attendees, and we're excited to make it a new annual tradition.

Following the event, the pool officially began draining in preparation for the upcoming filtration system upgrade. After awarding the bid to CASS-TN, we met on site with Niel Sweeney from CASS-TN and Steve Prisament from our Street Department to review the demolition and installation plan. Steve joined the meeting to evaluate potential heavy equipment needs for the project.

After reviewing the scope, we determined that our team can complete the demolition in-house, saving approximately \$34,050 in project costs. Niel recommended that demolition not begin until the new filters have arrived on site, ensuring no disruption should any delivery delays occur. At this time, no issues are anticipated with the shipment schedule.

Park Maintenance Update

During our monthly playground safety inspections, several issues were identified at Tiger Park. These included loose or backed-out bolts, uneven turf, and a broken piece of equipment. We immediately contacted the manufacturer and installation company, who responded promptly and began addressing the repairs. The WhirlyQ Spinner, which had been damaged, was successfully repaired at no cost to the Town.

The CDC playground also required attention after the school reported two damaged gates. We worked with McCall Fencing to complete the repairs and upgraded the broken plastic pieces to metal components to help prevent future damage.

Much of our team's time this month was dedicated to preparing Tiger Park for the final state walk-through and ribbon cutting. This included extensive work such as pressure washing all surfaces, painting dugouts, edging the track, overseeding, and removing debris left behind by contractors. McCall Fencing also returned to correct issues with the outfield gates, which had been installed upside down and would not close properly. Additionally, we began installing ceilings in the dugouts to prevent birds and wasps from nesting.

Nick Bogle is leading the remodel of the Civitan Pavilion, a project fully funded by the Jonesborough Civitan Club. I also met with a contractor to review potential bathroom remodels at Stage Road Park, Depot Street Park, and Mill Spring Park. While we may complete this work in-house, these meetings have been helpful for gathering quotes and identifying suitable materials for the projects.

We also went out to bid for mowing and landscaping services for the 2026 season. The Town received six bids for mowing and three bids for landscaping. Due to the BMA meeting being moved up one week, I am unable to provide a full assessment and recommendation at this time. I will prepare that report and present it during the December BMA meeting.

Open Spaces Update

Maintenance of Fall Décor on Main Street

The fall décor along Main Street has performed exceptionally well this year. With consistent watering—sometimes twice daily—the planters have come alive with vibrant fall color. The addition of black-eyed Susans, celosia, winter cabbage, and ornamental sweet potato vines has created a dynamic and visually appealing display downtown. Minor replacements were made from our small stockpile when some mums became heavy and began to split, and staff have been consistently deadheading to maintain appearance and encourage continued blooming.

International Storytelling Center Staircase Planting

After removing river birch trees that threatened the staircase and building foundation, the area has been replanted with a low-maintenance mix of Liriope and Creeping St. John's Wort. This plan was developed with input from a UT Extension Agent to ensure beauty without damaging the hardscape. The plants were fertilized with local leaf compost and thoroughly watered. Liriope will provide spring and summer color, while St. John's Wort will bring color through fall and early winter.

Halloween Events

October brought fall festivities and the Jonesborough Haunts and Happenings celebration. Parks and Recreation, in partnership with the Tourism Department, organized the Great Jonesborough Pumpkin Party, featuring more than 250 carved Jack-O'-Lanterns displayed along Main Street. Lowe's of Jonesborough and Lowe's of Kingsport generously donated carving kits for the event. We are also grateful to our sponsors for the Haunts and Happenings Costume Contest, which included prizes from Tie Breakers of Johnson City, Tennessee Hills Distillery, The Lollipop Shop, Hands On Museum, and Avondale Springs Salon and Spa.

New Food Forest Volunteer

We are excited to welcome Mary St. Pierre, a new Jonesborough resident, as a volunteer at the Stage Road Park Food Forest. Mary brings valuable experience from previous community garden projects and will be a great asset in maintaining and developing the Food Forest.

Stage Road Park Food Forest Updates

The Food Forest will celebrate its first anniversary in November. Many of the plants are maturing, and we are preparing to open the area for visitors to explore, and harvest produce as it becomes available. Some shrubs, such as elderberry and blueberry bushes, are expected to produce fruit this spring and summer.

A walking path has been added, and we are working with local groups to secure sponsorships for plant identification tags and a welcome sign.

Tiger Park

Tiger Park received over 100 pounds of grass seed in areas that were previously unseeded due to construction. This process required extensive watering and fertilization to promote healthy germination and full coverage.

Lincoln Park

The Parks and Recreation team completed major maintenance at Lincoln Park, removing dead or diseased trees, reducing excess mulch, and seeding sparsely vegetated areas. Gravel left from earlier construction was also removed, and fertilizer was applied to encourage healthy new grass growth.

Utility Manager Monthly Report

OCTOBER 2025

All utilities departments operated under normal operating conditions for the month of October.

Distribution Department installed 18 new service taps and repaired 37 water leaks for the month of October. Water Distribution has also done 5-meter box replacements and located 366 TN 811 one calls.

Water Quality Department read 13,860 meters for the month of October. The Water Quality Department cut off 101 meters with 51 for non-payment. 28 meters have been serviced and 26 locations entered into harmony. The Water Quality Department had a total of 15,854 total actions taken in the month of October. The Water Quality Department completed all scheduled flushing for the month of October.

Water Treatment Plant processed 78 million gallons for the total gallons produced in October. With a daily average of 2.77 million gallons, a maximum of 2.94 million gallons, and a minimum of 2.62 million gallons. Lead and Copper testing was completed for the 3-year period. The monthly Bac T samples were taken and results came back negative. All in-house as well as external laboratory test were well within the standards and regulations. The Water Treatment plant is operating at full capacity and needs an upgrade. Lagoons require cleaning and will have them completed as soon as possible.

Wastewater Department operated under normal conditions for the month of October. Wastewater had one release due to a control panel failure. Numerous pump station repairs, taps, repairs and pump station cleanings were completed in October. CIPP is ongoing along E. Main St from Boone St. to Timber Ridge Rd. All industries are within compliance. WWTP is operating well. The diesel redundancy pump did operate in October. The month of October experienced 9 days of precipitation for a total of 1.78 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For October, this rate was 15%, equating to an average of nearly 81,000 gallons daily.

County Water Line Construction Crew have completed John France Rd. line installation and site restoration. County Water line Construction Crew have gone back and sowed and restored some problem areas on Jackson Bridge Rd and Taylor Bridge Rd. Currently they have installed approximately 1,600 feet of 6 inch DI line on rocky Hollow Rd.

- **G.I.S, G.P.S & Inspection GPS-** The Goal is to get all water lines, valves, hydrants, and meters mapped in a GIS format that can be used on an IPAD for reference online size and valve location. This will reduce time spent on leak repairs and help with isolating the water system by putting the fewest customers out of water during a leak repair. The 6" water line across Jackson Bridge is completed. GPS of critical areas of 16" water main is ongoing with 70% GPSd. The northeast part of the system is 90% completely GPSd Master Meters and Zone Meters GPSd. Chapman's Reserve & Saylor's Ridge New Subdivisions: The pipeline contractors completed hydrostatic pressure testing, disinfection (Chlorination) and bacteriological testing for water quality (All testing procedures Passed) for the new 6-inch DIP waterlines at both sites. Charlie Hicks and Bumpus Cove BPS replacement sites prep is ongoing. Gps and map placement of all new valves and hydrants being completed as installed. OpenGov progresses on schedule.

Utilities Electrical & Maintenance Generator pad and footings have been excavated, underground conduit installed, currently waiting on rebar delivery to sites. Material being delivered for Woodlawn BPS VFD upgrade. In the process of designing and building control panels for the pumps. Rockhouse BPS conduit installed from building to pad location. Rockhouse BPS rebar installation and concrete completed. Ordered SCADA packages for new HWY 81 BPS and replacement for Charlie Hicks BPS.

We have had a productive October in Utilities. October has had an abundance of leaks repaired, as well as tap installs. We are on schedule with OpenGov and the Cartegraph phases, moving right along with our integrations. Once online this system will give utilities the asset management to implement more preventive maintenance measures as well as a more detailed account of assets within the water system. Generator sites are currently being laid out and constructed. Generators have been ordered and are currently scheduled to arrive starting in October. Woodlawn will be the first to arrive. The 24" Transmission line installation, has been approved by the State, awaiting funding through USDA. "A" Station project construction has begun. Currently working with Mayor Grandy to install a 12" water main on State Route 81 Bridge to have an additional connection for that part of the water system. A Pre-construction meeting for the new Water Treatment Plant will be held November 12th or the 13th 2025. The plan is to break ground on the new Water Treatment Plant in December 2025. We have applied for a Disaster Assistance grant to repair the critical damage sustained to the Raw Water Intake due to Helene flooding. Currently awaiting possible award of grant.

Kevin Brobeck

Utility Manager

Town of Jonesborough
Water Quality Department
Monthly Report
OCTOBER 2025

<u>Meters Read:</u>	<u>Meters Cut On/CBOP</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
13,860	108	50	74

<u>Meter Maintenance:</u>	<u>Non-Payment:</u>	<u>Customer Inquiries:</u>
Meters Marked - 21	51	257
Meters Serviced- 28		
Locations Entered in Harmony- 26		

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Reports & Spreadsheets:</u>
88	22	658

<u>Valve Maintenance:</u>	<u>Dispatch & Service Calls:</u>	<u>Water Line Locates:</u>
Valves exercised- 28	568	15

Total Actions Taken:
15,854

Town of Jonesborough
Water Quality Department
Monthly Report
OCTOBER 2025

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13,860	108	50	74

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88	22	658

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Valves exercised- 28	568	15

Total Actions Taken:
15,854



TOWN OF JONESBOROUGH

123 BOONE STREET
JONESBOROUGH, TN 37659
TELEPHONE (423) 753-1030
FAX (423) 753-1074

Monthly Report October 2025

Water Distribution

Complaints Total - 3 **4- Total Complaints Last Month**

Taps Installed - 18 **18 - Total Taps Last Month**

Tennessee One Call - 366 **354 - Total Last Month**

This Month there were 366 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board.

Water Leaks Total- 37 **44 - Total Last Month**

Down Meters Installed Total - 0 **0 - Last Month**

Meter Box Replaced Total - 5 **8 - Total Last Month**

Paving Locations - 2 **2 - Total Last Month**

Yard Work Clean Total - 5 **20 - Total Last Month**

1. Yards to sow (150 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement.

GPS Project Goals

December 2024: For the month of November 2024 there were no GPS points surveyed.

The GPS crew started back up in November 2021. This is a summary of the progress made since the end of February 2022.

- 163,901 meters or 101 miles of water line
- Valves – 430
- Meters – 1,703
- Hydrants – 94
- Blow Off - 75

The following data is a summary of the work provided by our part-time interns mapping our water system from July 2020- July 2021.

Linear feet of water line GPS- 906,626'

Miles of water line GPS- 171 miles

Meters GPS- 3,946

Valves GPS- 767

Hydrants GPS-193

We currently have 1/3 of our water lines GPS.

Meter Change Out Program

Water Distribution is working to have our large meters updated and functioning at AWWA standards (101% and no lower than 98.5%). All large meters will have a bypass so they can be repaired and tested without customer water interruption. It is suggested the meters be

tested on a yearly basis for accuracy. Working with a spreadsheet of our top water consumption customers we have been replacing antiquated meters with new compound meters. We have about 21 businesses on the list that are due for meter change out. Koyo 4", Academy Hills 2", Davey Crocket High School 4", Chuckey Sales meter and Hexpol have been changed out as part of the program bringing the total to 16.

It is the goal for the Water Distribution to replace 1 large meter a week when in stock. The agenda is to maintain accurate meters, so the Town of Jonesborough does not lose revenue. We have around 1,300 residential meters to replace.

For the month of October Town Crew

The Town Crew has concentrated their efforts on repairing all leaks that have come in and concentrated on keeping the incoming calls kept up and the taps completed in a timely manner.

Upcoming Line Extensions Town Crew

Drain Lane 350' of 2"

Upcoming Line Extensions County Crew

- Hartsell Rd- 4500 Feet 6" DI
- Rocky Hollow Rd
- M. Kyker Rd
- Adams and Corby Rd.

For the month of October County Construction Crew

County Construction crew has gone back and sowed some problem areas on Jackson Bridge and Taylor bridge roads and they have installed approximately 1600 feet of 6" di pipe on Rocky hollow rd



TOWN OF JONESBOROUGH

123 BOONE STREET
JONESBOROUGH, TN 37659
TELEPHONE (423) 753-1030
FAX (423) 753-1074

Wastewater – October 2025 Monthly System Operations Summary

Date: October 30, 2025

Customer Calls:

Total: 12 Resolved: 11

TN811: Taken: 311 Required Action: 89

Sewer Taps:

New: 3 Completed: 0 Pending: 3 Pending Contracted: *

* Contracted Taps are being consolidated. Over 100 active contracted taps are pending.

Projects Completed:

1. Excavated & Repaired 82' of line on E. Main St.
2. Excavated and replaced a lateral and cleanout on S. Cherokee.
3. Repaired Tap @ McKinney Center
4. Repaired Tap on Thompson Meadow
5. Poured Pad @ Rockhouse Pump Station for Generator
6. Excavated and prepared pad locations for Water Plant Intake Generator
7. Completed all sewer line and manhole inspections for Chapman's Reserve

Projects Underway:

1. CIPP – E. Main – Boone Street to Timber Ridge

System Maintenance:

Line Cleaning: 1000' Line Inspections: 1500'
Station Repairs: 3 Station Cleaning: 4

System Repairs: 3
STEP Unit Repairs: 4

Overflows/Releases/Bypasses:

Release – 10/14/25 Bush Hog Pump Station – Control Float Failure

Town of Jonesborough
Environmental Services
Department Monthly Report

October 1, 2025
thru
October 31, 2025

Wastewater Plant: The WWTP is operating well. The Diesel Redundancy Pump did operate in October. The month of October experienced 9 days of precipitation for a total of 1.78 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For October, this rate was 15%, equating to an average of nearly 81,000 gallons daily.

Wastewater Plant Compliance – October 2025

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	5mg/l – 22lb/d	21mg/l – 167lb/d	N
CBOD Weekly	5mg/l – 22lb/d	25mg/l – 208lb/d	N
CBOD Daily	7mg/l – 97%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	1.3mg/l – 6lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	1.4 mg/l – 6lb/d	12mg/l – 100lb/d	N
Ammonia Day.	1.9 mg/l	16mg/l	N
TSS Monthly	4mg/l – 15lb/d	30mg/l – 250lb/d	N
TSS Weekly	5mg/l – 23lb/d	40mg/l – 304lb/d	N
TSS Daily	9mg/l – 96%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	8/100ml	126/100ml	N
E. coli Daily	19/100ml	198/100ml	N
Chlorine	0.12 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	7.8 mg/l	6.0mg/l Minimum	N
pH	7.4su/7.7su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 10/24/25

Sewer Construction/Collection System: One Release occurred during October due to a control panel failure. Numerous pump station repairs, tap repairs, and pump station cleanings were completed in October. CIPP is ongoing along E. Main St from Boone St. to Timber Ridge Rd.

Industrial Pretreatment: All industries are currently in compliance with their industrial pretreatment permits. The Semi-Annual report was submitted to TDEC in October. Local Limits and Sewer Use Ordinance revisions are underway.

NPDES Permit: The WWTP is in full compliance with the NPDES permit.

If you have any questions, please do not hesitate to contact me at: 753-1022

Coburn O. Rasnick
Director of Environmental Services

Work Orders By Type

10/01/2025 to 10/30/2025 as of 10/30/2025
...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	209
WW-Corrective	2
Total Work Orders:	211

Work Orders By Type

09/01/2017 to 10/30/2025 as of 10/30/2025
...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	133
WW-Construction Work	9
Total Work Orders:	142

	Current Month	Previous Month	% Change
Work Orders Generated	277	289	-4%
Percentage of Completion	76%	78%	-2%
Work Orders Completed	211	224	-6%

*Data Entry related to Preventative Maintenance Tasks are currently ongoing. As additional tasks are added the number of work orders generated increases. This will significantly impact values. Until the data entry is completed a relative value of the work being completed will not be available. Tasks not logged in the electronic system are still being logged utilizing traditional paper tracking methods.

Jonesborough Water Treatment Facility

Monthly Report

October 2025

For the month of October the total amount of water processed was 78 million gallons, with a daily average of 2.77 million, a maximum of 2.94 million, and a minimum of 2.62 million.

This month, Monthly Bac T samples were finished and all samples tested negative. The plant operated within all established parameters. All in-house laboratory test results, as well as all external laboratory test results, were well within the appropriate standards and regulations. A new operator schedule was finalized and will be implemented at the beginning of the next pay period starting November 10, 2025. An assessment of the sludge lagoons determined that cleaning is required. Available options and pricing are being researched and a plan should be finalized by mid-November.

If you have any questions, please do not hesitate to contact me at: 791-3837

Seth Van Wyck
Director of Water Treatment

Utilities Maintenance Dept.

Month of October 2025

1. Concrete for generator pad poured at Woodlawn.
2. Concrete for generator pad poured at Rockhouse.
3. Underground conduit installed, generator pad footing and form done at Intake, still need to install rebar and pour concrete.
4. Currently on standby for delivery of Woodlawn generator.
5. Material being delivered for Woodlawn BPS VFD upgrade. In the process of designing and building control panels for the pumps.
6. Ordered SCADA packages for new HWY 81BPS and replacement for Charlie Hicks BPS.
7. Cleaned out primary sed basins at Water Plant and already half full 3 weeks later.

October 2025 Monthly Report GIS/GPS & Inspections

- **I 81 N BPS –** Traxon completed the concrete pour for the access drive up to the existing red storage shed – 41 total yards of 4500 psi concrete was poured and finished. The remaining access drive up to the BPS will be completed after the new backup generator is set in place by crane on to the generator pad in mid to late January. Traxon received a scheduled ship date of 01/14/26 for the Cummins generator. Electrical work will continue once the ATS is received on 11/14/25. Traxon completed fine grading and permanent stabilization along both sides of the new concrete access drive, including the new swale (ditch line) along the North side down to I81 North.
- **Waterline Crossing at Jackson Bridge –** SCI/Haggard Plumbing completed removal and replacement of the 2-inch DeZurik air release valve at the high point (Northwest abutment) on the 6-inch waterline on Friday 10/24/25. This project is 100% complete.
- **GIS Survey & AGOL Mapping – GPS Critical Areas:** Continue GPS & AGOL mapping for the existing 16-inch transmission main from the Rockhouse pump station to tie-in at Old Embreeville Rd & Forestview Dr. Begin GPS of the 6-inch & 3-inch waterlines on Old Stagecoach Rd from 81 N to Yankee Camp Rd. the week of 11/10. Provide AGOL mapping to correct pipeline alignment issues for the existing 6-inch, 4-inch and 2-inch waterlines along Sam Aiken Rd.
- **Completed GPS & AGOL mapping for the following Areas:** Master Meter at Opie Arnold Rd & 11E, The existing 4-inch PVC waterline at the intersection of 11E & Opie Arnold Rd, The existing 6-inch DIP waterline from Jaynes Rd at 2-inch BOV & 11E to tap sleeve & valve at Opie Arnold Rd. The 8-inch & 6-inch waterlines along Urbana Rd down to Garland and from Adams & Corby Rd down to 2-inch BOV. Completed GPS & AGOL mapping at the intersection of Washington College Station at Urbana, McGhee & Rauhof Roads for the existing 6-inch & 8-inch waterlines.
- **Charlie Hicks & Bumpus Cove BPS Replacements:** GRC completed subgrade prep for both proposed BPS concrete slabs. A corrugated metal culvert pipe encapsulated with #57 stone was installed at the new access drive for the Bumpus Cove site. Survey stakeout was provided at both sites for the proposed waterline layout and new fence line. GRC will mobilize a pipe crew at both sites to test pit the existing waterlines to verify material & size

and provide tap sleeve & valve and insertion valve installation the week of November 3rd. GRW Engineering will provide inspection services for both sites. The Town of Jonesborough will provide inspection assistance as needed.

- **Chapman's Reserve & Saylor's Ridge New Subdivisions:** The pipeline contractors completed hydrostatic pressure testing, disinfection (Chlorination) and bacteriological testing for water quality (All testing procedures Passed) for the new 6-inch DIP waterlines at both sites. Inspection services will be provided by the Town of Jonesborough for installation of the water service saddles and services line house connections at both project sites.
- **Town specification requirements** were sent to Todd at DTWood Engineering for cul-de-sac waterline layout, water service saddles for house connections and tracer wire installation and test station locations for both PVC & ductile iron waterlines.

Supervisor Report for October 2025

Senior Center

Our connecting outdoor stairs were completed this month, and they look great. A special thank you to Craig Ford for his hard work managing this project. This is a wonderful addition connecting Lincoln Park to the Senior Center.

We hosted a group travel trip meeting to gauge our members' interest in taking bigger, overnight trips, we had a great turnout, and our members had the opportunity to share their trips requests we had everyone vote on their top five and our currently building our trip plans for next year with the plan to take three trips.

We took a group to Blowing Rock for the day on October 21st, they enjoyed the drive on the Blue Ridge Parkway and touring downtown Blowing Rock.

Two Jonesborough Senior Center teams participated in Brain Olympics on Friday, October 24th, our teams placed first and second out of nine teams. We are so proud of our teams, and we enjoy cohosting this event with Johnson City Senior Center.

Our annual craft show was October 25th, from 10-2pm, we had a great turnout and raised \$2,018.

We took 38 people on a train trip on October 28th, in Bryson City, North Carolina. Our members enjoyed the leaves, music and the fellowship.

We are preparing for the 10th Anniversary of the Senior Center and Tree Lighting at Lincoln Park on December 5th.

The front balconies were pressure-washed this month, and the chimney stacks were repainted all in preparation for our 10th Anniversary.

Lincoln Park

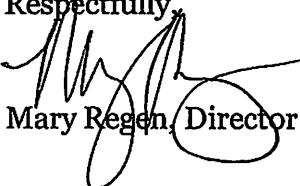
We appreciate all the hard work of the Parks and Recreation Department at Lincoln Park, sodding, planting making everything look great. We appreciate their time replacing our irrigation system for the raised beds.

Lincoln Park will continue to host craft classes through the winter and the walking group as weather permits, the classes we can move inside have relocated to the center for the winter.

We look forward to Christmas at Lincoln Park which will kick off on December 5th, trees will be on display until January 5th.

I have included a monthly calendar.

Respectfully,



Mary Regen, Director





Monday	Tuesday	Wednesday	Thursday	Friday
Color-Coded Calendar Key: ...Closing Announcements or Altered Classes ... New or Infrequent Classes, or Special Events ... Trips ...Scheduled Activities meeting at Lincoln Park	Calendar UPDATED 10/1/25 **SATURDAY, Oct. 25th Fall Craft Fair at the Jonesborough Senior Center 10AM-2PM OPEN TO THE PUBLIC NO FEE**	1 9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: An Encouraging Word 1P: Scrabble 1:30P: Meditation with Lotus 2P: Fun Pump 2P-4:30P: Chess 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	2 8A: Balance & Stretch 8A: Silver Sneakers Splash 9:30A: <i>Veteran's Meet & Greet -Arts & Crafts Room</i> 9:30A: <i>Spanish I wk 9</i> 9:30A: <i>Medicare Education Mid-South Financial – Music Room</i> 9A: Silver Sneakers Ener-Chi 10A-2P: Massage Therapy 10A: Gentle Yoga 10A: Bocce Ball 1P: Bridge 1:30P: J. Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing Level 1 6P: Join the Jam	3 CLOSED for the Town of Jonesborough Storytelling Festival
6 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" 12:30P: BINGO by AssureSource 1P: Mahjong 1:30P: <i>Active Living Everyday w/ G. Hawley wk 3</i> 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga	7 No BRIDGE this day 8A: Balance & Stretch 8A: Lincoln Loopers 9A: <i>Bible Study w/ Dava Lee</i> 9A: Silver Sneakers Ener-Chi 9A: Pickleball 9A: Instructional Cornhole 9A: <i>Matter of Balance by the Dept of Health wk 1</i> 10A: Chair Yoga 10A-2P: Massage Therapy 11A-1P: <i>MyRide Luncheon (Dining Room)</i> 12:30P: Cribbage 1P: Crochet Group 1P: Movement w/ Intention 1:30P: Knit Pickers 2P: Zumba Class 2P-3P: <i>General Technology Assistance</i> 3P: Yogalates	8 9A: Silver Sneakers Classic 9:30A: <i>Fall in Love with Medicare by AssureSource – in the Arts & Crafts Room</i> 9:30A: <i>Kindness Rock Painting – in the Music Room</i> 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot -Arts & Crafts Room 1P: An Encouraging Word 1P: Scrabble -Arts & Crafts Room 1:30P: Meditation with Lotus 2P: Fun Pump 2P-4:30P: Chess - Classroom 2P: <i>Senior Center Trips & Travel Q & A -Dining Room/Card Room</i> 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	9 8A: Balance & Stretch 8A: Silver Sneakers Splash 9A-12P: <i>Vaccination Clinic by the Medicine Shoppe</i> 9A: Silver Sneakers Ener-Chi 9A: <i>Matter of Balance by the Dept of Health wk 1</i> 10A: Gentle Yoga 10A: Bocce Ball 10A-2P: Massage Therapy 11A: <i>Writers Group-Classroom</i> 1P: Bridge 1:30P: J. Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing Level 1 6P: Join the Jam	10 9A: <i>8-Ball Tournament</i> 9A: Silver Sneakers Classic 9A: <i>New Testament Survey</i> 9A-12P: <i>Beginner Watercolor Class w/ Ginny Wall wk 1</i> 9:30A: <i>Cooking Class with Mary & Susan</i> 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 11A: <i>Rockin' with Robin</i> 1P: Joyful Women's Bible Study 1P: Beg. Double-Deck Pinochle 1P: Scrabble 1P: Parkour Silver-No Instructor 1:30P: ROOK

Flip over, to see the rest of the month

13 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" 12:30P: BINGO by <i>Abundant Christian Living</i> 1P: Mahjong 1:30P: <i>Active Living Everyday w/ G. Hawley</i> wk 4 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga	14 8A: Balance & Stretch 8A: Lincoln Loopers 9A: Silver Sneakers Ener-Chi 9A: <i>Bible Study w/ Dava Lee</i> 9A: Pickleball 9A: Instructional Cornhole 9A: <i>Matter of Balance</i> wk 2 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: <i>Trivia with Budds by United HealthCare</i> 1P: Movement w/ Intention 1P: <i>Steps to Downsizing led by Chassidy Collins</i> 1:30P: Knit Pickers 2P: Zumba Class 2P: <i>Alzheimer's TN</i> 3P: Yogalates 4:30P: <i>Beginner Line Dancing</i>	15 9A: Silver Sneakers Classic 9:30A: <i>Painting with Tania</i> 10A: <i>Book Crazies</i> 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word 1:30P: <i>Meditation with Lotus</i> 2P: Fun Pump 2P-4:30P: <i>Chess</i> 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	16 <i>No Massage Therapy this day</i> 8A: Balance & Stretch 8A: Silver Sneakers Splash 9A: Silver Sneakers Ener-Chi 9A: <i>Matter of Balance</i> wk 2 10A: Gentle Yoga 10A: Bocce Ball 11A: <i>Bus leaves for Lunch Bunch</i> 1P: Bridge 1:30P: J. Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing Level 1 6P: Join the Jam	17 9A: Silver Sneakers Classic 9A: <i>New Testament Survey</i> 9A-12P: <i>Beginner Watercolor Class w/ Ginny Wall</i> wk 2 9:30A: <i>Not Your Mother's Sewing Guild</i> 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 1P: Joyful Women's Bible Study 1P: Parkour Silver 1P: Beg. Double-Deck Pinochle 1P: Scrabble 1:30P: ROOK
20 <i>No "Coffee & Chat with Kathy" this day</i> 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 12:30P: BINGO by <i>Dillow-Taylor</i> 1P: Mahjong 1:30P: <i>Active Living Everyday w/ G. Hawley</i> wk 5 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga	21 <i>No Matter of Balance this day</i> <i>No Bible Study w/ Dava Lee this day</i> 8A: Balance & Stretch 8A: Lincoln Loopers 8:30A: <i>Blowing Rock Day Trip/Shopping</i> 9A: Silver Sneakers Ener-Chi 9A: Pickleball 9A: Instructional Cornhole 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: Movement w/ Intention 1:30P: Knit Pickers 2P: Zumba Class 2P-3P: <i>General Technology Assistance</i> 3P: Yogalates	22 <i>No An Encouraging Word this day</i> 9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 10A-12P: <i>Acuity Hearing Services: (by appointment)</i> 11:30A: Café Connection 12P: Hand & Foot 12:30P: <i>Bus leaves for Lauren's Ridges & Roots Hiking Group</i> 1P: Scrabble 1:30P: <i>Meditation with Lotus</i> 2P: Fun Pump 2P-4:30P: <i>Chess</i> 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	23 <i>No Jonesborough Dulcimer Players this day</i> 8A: Balance & Stretch 8A: Silver Sneakers Splash 9A: <i>Matter of Balance</i> wk 3 (Classroom) 9A: Silver Sneakers Ener-Chi 9:30A: <i>Fall Wreath Class with Mary Regen (A&C Room)</i> 10A: Gentle Yoga 11A: <i>Writers Group (Classroom)</i> 10A: Bocce Ball 10A: <i>Retirement Strategies by Regions Bank (Music Room)</i> 10A-2P: Massage Therapy 1P: Bridge 2P: Kickboxing Class 3P: Yogalates 4P: <i>Advisory Board</i> 4:30P: Line Dancing Level 1 6P: Join the Jam	24 9A: Silver Sneakers Classic 9A-12P: <i>Beginner Watercolor Class w/ Ginny Wall</i> wk 3 10:30A: <i>Bus leaves for Brain Olympics at the Johnson City Senior Center</i> 10A: Silver Sneakers Circuit 1P: Parkour Silver <i>**The following will not meet this day, due to Craft Fair set up:</i> 1 Bridge 2 Fun with Trivia 3 New Testament Survey 4 Joyful Women's Bible Study 5 Beginner Double-Deck Pinochle 6 Scrabble 7 ROOK
27 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" 12:30P: BINGO by <i>Visiting Angels</i> 1P: Mahjong 1:30P: <i>Active Living Everyday w/ G. Hawley</i> wk 6 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga	28 8A: Balance & Stretch 8A: Lincoln Loopers 9A: <i>Bible Study w/ Dava Lee</i> 9A: Silver Sneakers Ener-Chi 9A: Pickleball 9A: Instructional Cornhole 9A: <i>Matter of Balance</i> wk 4 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 10:15A: <i>Buses depart for GSMRR in Bryson City</i> 12:30P: Cribbage 1P: Movement w/ Intention 1:30P: Knit Pickers 2P: Zumba Class 3P: Yogalates	29 9A: Silver Sneakers Classic 9A-12P: <i>SHIP Medicare Open Enrollment (by appointment only)</i> 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word 1:30P: <i>Meditation with Lotus</i> 2P: Fun Pump 2P-4:30P: <i>Chess</i> 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	30 8A: Balance & Stretch 8A: Silver Sneakers Splash 8:30A: <i>Bus leaves for Red Liner's "Mystery/SPOOKY" Hike</i> 9A: <i>Matter of Balance</i> wk 4 9A: Silver Sneakers Ener-Chi 9A-10:15A: <i>Gratitude Journal</i> 10A: Gentle Yoga 10A: Bocce Ball 10A-2P: Massage Therapy 1P: Bridge 1:30P: J. Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing Level 1 6P: Join the Jam	31 <i>**9A: 9-Ball Tournament on New Tables</i> 9A: Silver Sneakers Classic 9A: <i>New Testament Survey</i> 9A-12P: <i>Beginner Watercolor Class w/ Ginny Wall</i> wk 4 9:30A: <i>Bowling & Lunch</i> 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 1P: Joyful Women's Bible Study 1P: Parkour Silver 1P: Beginner Double-Deck Pinochle 1P: Scrabble 1:30P: ROOK

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** *Consent Agenda*
7

SUBJECT: Declaration of Town Equipment as Surplus

BACKGROUND:

The Fire Department is requesting that the attached "Jonesborough Fire Department Expired Gear to be Donated (BMA Meeting 11-3-2025)" be approved as presented.

RECOMMENDATION:

Approve the items for surplus as identified in the "Jonesborough Fire Department Expired Gear to be Donated (BMA Meeting 11-3-2025)" as presented.

Jonesborough



DEPARTMENT of PUBLIC SAFETY

123 BOONE STREET JONESBOROUGH TN 37659 PHONE 423-753-1053 FAX 423-753-1072

To: Craig Ford, Operations Manager
From: Major Freeman
Date: October 6, 2025
Re: Expired Fire Gear

Please see the attached equipment destroy form with a list of make, sizes, and serial numbers of expired fire fighting gear. I have reached out to Lisa Kirkpatrick who is the Fire Science Instructor for Cherokee High School in Hawkins County. She said she can use the expired gear for the students; she also told me that no Live Fire Activities/Trainings are preformed by the students at Cherokee High School. It is my recommendation that once this gear has been approved by the BMA to be removed from our inventory, that we donate the gear to the Fire Science Program at Cherokee Hight School.

If you have any other questions, please feel free to contact me.

Thanks,

Major Chason Freeman

Serving Tennessee's Oldest Town

Jonesborough



DEPARTMENT of PUBLIC SAFETY

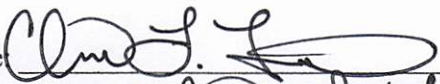
123 BOONE STREET JONESBOROUGH TN 37659 PHONE 423-753-1053 FAX 423-753-1072

**Jonesborough Fire Department
Equipment Destroy Form**

The following item(s) of Fire Equipment have been taken out of service by Fire Department Staff for the following reason:

Item: <u>See attached</u>	Reason: <u>Non Serviceable</u>
Item: _____	Reason: _____
Item: _____	Reason: _____
Item: _____	Reason: _____
Item: _____	Reason: _____
Item: _____	Reason: _____

Shift Supervisor requesting to destroy property. (Must be dated and signed)

Signature  Date: 10/06/2025

Fire Chief Approval:  Date: 10/06/2025

Disposition:

To be donated to the Cherokee High School Fire Science Program, Lisa Kirkpatrick Instrucor

Note: In extended absence of Fire Chief, Operations Lieutenant's signature shall be permitted.

Serving Tennessee's Oldest Town

Jonesborough Fire Department

Expired gear to be donated

- **Janesville coat – Size: 44/32R**
Serial number: 0004112112
MFG: 06/10/11

- **Globe coat – Size: 50/36**

Serial number: 4996665

MFG: 11/2015

- **Globe coat – Size: 40/15**
Serial number: 4915510
MFG: 06/2015

- **Globe coat – Size: 35/33**
Serial Number: 4915508
MFG: 06/2015

- **Janesville coat – Size: 46/32R**
Serial number: 0006089612
MFG: 03/2013

- **Globe coat – Size: 40/33**
Serial number: 4915509
MFG: 06/2015

- **Janesville coat – Size: 48/32R**
Serial number: 0001203152
MFG: 05/1999

- **Janesville coat – Size: 46/32R**
Serial number: 0005431952
MFG: 12/2011

- **Janesville coat – Size: 44/32R**
Serial number: 0006677962
MFG: 3/2014

- **Janesville coat – Size: 52/32R**
Serial number: 0007215742

MFG: 03/15

- **Janesville coat – Size: 30/32L**
Serial number: 0004236052
MFG: 08/2009
- **Janesville coat – Size: 42/32R**
Serial number: 0006036062
MFG: 01/2013
- **Globe coat – Size: 42/33**
Serial number: 4876870
MFG: 04/15
- **Janesville coat – Size: 42/32R**
Serial number: 0006036032
MFG: 01/2013
- **Janesville pants – Size: 44R**
Serial number: 00072118652
MFG: 3/2015
- **Janesville pants – Size: 40L**
Serial number: 0004045742
MFG: 5/2009
- **Janesville – Size: 40L**
Serial number: 0006381482
MFG: 9/2013
- **Globe pants – Size: 34/28**
Serial number: 4915511
MFG: 6/15
- **Globe pants – Size: 34/30**
Serial number: 4915513
MFG: 6/15
- **Janesville pants – Size: 44XL**
Serial number: 0006700732
MFG: 4/2014
- **Janesville pants – Size: 38L**
Serial number: 0005207162
MFG: 5/2011

- **Janesville pants – Size: 38L**
Serial number: 0006038602
MFG:1/2013
- **Janesville pants – Size: 40R**
Serial number: 0001257162
MFG: 5/1999
- **Globe coat – Size: 36/30**
Serial number: 48790265
MFG:4/15
- **Globe pants – Size: 38/28**
Serial number: 4876871
MFG: 4/2015
- **Globe Coat – Size: 40/33**
Serial number: 4879264
MFG: 4/2015
- **Globe coat – Size: 40/33**
Serial number: 4915607
MFG:6/15
- **Globe pants – Size: 44/30**
Serial number: 4996667
MFG: 11/2015

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** *Consent Agenda*
8

SUBJECT: Approval of 2026 Holiday Schedule

The 2026 Holiday Schedule is attached for your consideration.

DRAFT

2026 HOLIDAY SCHEDULE

January 1, 2026 – New Year's (Thursday, January 1st)

January 19 – Martin Luther King, Jr. Day (Monday)

February 16 – President's Day (Monday)

April 3 – Good Friday

May 22 – Water Park Employee Day (½ day)

May 25 – Memorial Day (Monday)

June 19 – Juneteenth (Friday)

July 3 – Independence Day (Friday)

September 4 – ½ day – Employee United Way Day (Friday) – option for employees being allowed to take their time off by the end of the year (December 31, 2026) if a department's scheduling interferes with the Friday, September 4th date

September 7 – Labor Day (Monday)

October 2 – Storytelling Festival (Friday) – subject to Storytelling Festival being live and in-person

November 3 – City Election Day (Tuesday)

November 11 – Veterans Day (Wednesday)

November 26 & 27 – Thanksgiving (Thursday & Friday)

December 18 – Employee Christmas Party (Friday) at Senior Center

December 24 – Christmas Eve (Thursday), December 25 -Christmas Day (Friday)

January 1, 2027 – New Year's Day (Friday)

Employee's Birthday

(Note: If an employee's birthday falls on a Saturday, then they would take the Friday before off, if their birthday falls on a Sunday, then they would take the Monday after. If an employee's birthday falls on a Town approved holiday during the week, they could take the day before or the day after the holiday; if the holiday falls on a Friday they would take the Thursday before, if the holiday is on Monday, then they would take the Tuesday after.

Public Safety (Police, Fire, Dispatch) employees, if their birthday is on a day that is during their normal scheduled time off, then they can take their birthday off during the same month as their birthdate.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 1

SUBJECT: Financial Report

Due to the quick turnaround between meetings and working with the Auditors the financial report documents will be distributed at the December meeting.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 2-a

SUBJECT: Communications from the Mayor – Employee of the Month

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 2 - b

SUBJECT: Communications from Mayor-Reappointments to the Historic Zoning Commission

BACKGROUND:

The terms of the following members of the Historic Zoning Commission are up for renewal/reappointment as follows:

Member Name	Term Expiring	Reappointment Term (5 Years)
Frank Collins	September 2025	September 2030
Chad Hylton	October 2025	October 2030

RECOMMENDATION:

Approve the reappointment of members to their Reappointment Term (5 Years), as presented.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 6-a

SUBJECT: Final Reading of Ordinance Approving a Moratorium on Data Processing Centers

BACKGROUND:

The item before you is an Ordinance imposing a temporary moratorium on the establishment of "Data Processing Centers" for a period of 2 years within Jonesborough's corporate limits. Data Processing Centers are also more commonly referred to as cryptocurrency operations.

The concept of general public welfare is broad and inclusive, and it is within the power and prerogative of the Town to determine and ensure that development be implemented in the best interest of the Town as a whole. The Town is charged with regulating the Town of Jonesborough's town ordinances and zoning ordinances. The purpose of this moratorium is to allow sufficient time for the Planning Commission, Board of Mayor and Aldermen, and staff to study and research the land use compatibility, infrastructure impacts, environmental and health impacts, and broader policy considerations associated with Data Processing Centers.

The 2-year moratorium as presented is in the best interests of the health, welfare, and safety of the Town and its residents.

The BMA passed this ordinance on First Reading on October 13, 2025.

RECOMMENDATION:

Approve the Ordinance imposing a temporary moratorium on the establishment of "Data Processing Centers" for a period of 2 years within Jonesborough's corporate limits on Second and Final Reading.

ORDINANCE NO. 2025-12

**AN ORDINANCE IMPOSING A TEMPORARY MORATORIUM ON
THE ESTABLISHMENT OF DATA PROCESSING CENTERS**

WHEREAS, the Board of Mayor and Aldermen and staff identified the need to update the town's land use control regulations to address current and emerging technologies not yet covered by existing zoning regulations including but not limited to data processing centers; and

WHEREAS, staff recommends that the Board of Mayor and Aldermen enact a two-year moratorium on the establishment of data processing centers to allow sufficient time for the Planning Commission, Board of Mayor and Aldermen, and staff to evaluate land use compatibility, infrastructure demands, environmental and neighborhood impacts, and broader policy considerations associated with these facilities; and

WHEREAS, the Board of Mayor and Aldermen find that adoption of a temporary moratorium is a reasonable and necessary measure to protect the public health, safety, and welfare of the citizens of Jonesborough, Tennessee and to ensure that appropriate zoning standards are in place prior to the approval of data processing facilities.

NOW, THEREFORE, BE IT ORDAINED by the Town of Jonesborough, Tennessee as follows:

- A. There is hereby imposed a temporary moratorium for a period of two (2) years on the acceptance, review, processing, or approval of any rezoning request, site plan, development plan, or building permit application that proposes or would allow establishment of a data processing center or similar facility within the corporate limits of the Town of Jonesborough, Tennessee.
- B. For purposes of this ordinance "Data Center" shall mean any property, building, structure, or parcel of land that is designed, constructed, maintained, or operated the primary purpose of conducting Digital Data Operations. Such facilities may include, without limitation, high-density computer and network equipment, servers, data storage systems, appliances, air-handling units, backup power generators, water-cooling and storage systems, utility substations, and any other mechanical, electrical, or utility infrastructure customarily associated with, or necessary to, the continuous and reliable operation of such use. "Data Center" also includes the administrative offices, ancillary support areas, and similar accessory functions directly related to the principal use when located within the same facility.

C. For purposes of this ordinance, "Digital Data Operations" shall mean the storage, management, processing, or transmission of digital information, whether now known or hereafter developed. Such operations include, but are not limited to, computationally intensive applications such as blockchain technology, cryptocurrency mining, weather modeling, genome sequencing, artificial intelligence or machine learning processes, and other comparable activities.

BE IT FURTHER ORDAINED that a public hearing on this ordinance shall be held by the Board of Mayor and Aldermen prior to its adoption on final reading.

BE IT FURTHER RESOLVED, that, unless further extended, this moratorium shall expire on November 3, 2027.

THIS ORDINANCE shall become effective immediately from and after its final passage, the welfare of the Town requiring it.

Motion was made by Alderman Countermine and seconded by Alderman Causey that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Countermine, Alderman Causey, Alderman Dickson, Alderman Jenkins

Those voting against: _____

PASSED ON FIRST READING October 13, 2025

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

=====

Motion was made by _____ and seconded by _____
that the preceding ordinance be adopted on second and final reading. Those voting for
the adoption thereof were: _____

Those voting against: _____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 6-b

SUBJECT: 2nd Reading – Ordinance Amending the Municipal Code Title 11, Chapter 12, related to Prohibited Signs

BACKGROUND:

The proposed amendment to the Jonesborough Municipal Code is a change to Title 11 Planning and Zoning, Chapter 12 Business and Advertising Signs, Section 11-1207 “Prohibited Signs”, Paragraph (1).

The Historic Zoning Commission (HZA) has been studying lighting arrangements within the Historic District for several months, with public meetings and input from downtown merchants. The proposed amendment as presented in red follows the action of the HZA regarding an exemption, as outlined below as follows:

Current

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

(1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof.

Proposed

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

(1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof. String lights on the exterior of businesses or directly behind business display windows are not permitted. For the H-1 and H-2 overlay zones an exception for the display of String Lights is allowed during the following holiday periods – the Friday before Thanksgiving to January 31 and from June 28 to July 11. During these periods, string lights can be displayed behind storefront windows in so far as they are not excessively bright (examples: light floods onto sidewalk, light distracts traffic, or light makes it difficult to see items inside the window). Lights that flash, wink, strobe, or blink are not permitted in the H-1 and H-2 overlay zones per this Section of the code.

The BMA passed this ordinance on First Reading on October 13th, 2025.

RECOMMENDATION:

Approve the Ordinance to Amend the Jonesborough Municipal Code Title 11, Chapter 12, Section 11-1207, Prohibited Signs, Paragraph (1) on Second and Final Reading, as presented.

ORDINANCE NO. 2025-11

**AN ORDINANCE AMENDING THE JONESBOROUGH
BUSINESS AND ADVERTISING SIGN ORDINANCE
RELATED TO PROHIBITED SIGNS**

WHEREAS, the Jonesborough Historic Zoning Commission (HZC) has studied Section 11-1207, Prohibited Signs, of the Jonesborough Municipal Code in relation to the historic overlay districts H-1 and H-2, and

WHEREAS, the HZC has conducted public meetings to discuss prohibited signs and seeking certain exceptions under certain conditions only applying to the H-1 and H-2 Overlay Zoning Districts, and

WHEREAS, the HZC has approved similar amendments to the Jonesborough Historic Zoning Commission Advertising Standards and Guidelines for the H-1 and H-2 Overlay Zones, and

WHEREAS, the HZC is recommending that the Board of Mayor and Aldermen amend the town's Municipal Code Section 11-1207(1), and

WHEREAS, Section 11-1207(1) Prohibited Signs of the Jonesborough Sign Ordinance states that "*Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof*", and

WHEREAS, it has been determined that it is in the general public's best interest for Section 11-1207(1) of the Jonesborough Sign Ordinance as this section pertains to the H-1 and H-2 Overlay Districts be amended.

NOW, THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough that Title 11, Planning and Zoning, Chapter 12 Business and Advertising Signs, Section 11-1207(1) Prohibited Signs, of the Jonesborough Sign Ordinance is hereby amended to read as follows:

11-1207. Prohibited signs. The following signs are prohibited from being erected or maintained in any zoning district and in any area of the Town of Jonesborough:

- (1) Any lighting arrangement by exposed tubing or strings of lights, outlining any portion of a building or structure or affixed to any ornamental feature thereof. String lights on the exterior of businesses or directly behind business display windows are not permitted. For the H-1 and H-2 overlay zones an exception for the display of String Lights is allowed during the following holiday periods – the Friday before Thanksgiving to January 31 and from June 28 to July 11. During these periods, string lights can be displayed behind storefront windows in so far as they are not excessively bright (examples: light floods onto sidewalk, light distracts traffic, or light makes it difficult to see items inside the window). Lights that flash, wink, strobe, or blink are not permitted in the H-1 and H-2 overlay zones per this Section of the code.

This Ordinance shall become effective after its passage on second and final reading.

Motion was made by Alderman Jenkins and seconded by Alderman Dickson that the preceding Ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Jenkins, Alderman Dickson, Alderman Causey, Alderman Countermine

Those voting against: _____

PASSED ON FIRST READING October 13, 2025

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by _____ that the preceding ordinance be adopted on second and final reading. Those voting for the adoption thereof were: _____

Those voting against: _____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 7-a

SUBJECT: AME Zion Church Purchase – 208 W. Woodrow Ave.

BACKGROUND:

AME Zion Church is in the Historic District at 208 W. Woodrow Avenue, and it is one of two structures in our District that is directly linked to the town's African American heritage. We expressed to the church that as a municipality rooted in history, we wanted to share (1) an inclusive story of Tennessee's Oldest Town, (2) that Jonesborough is centered in community building, and (3) that we see the church as an integral part of what makes our community special.

As such, Vice-Mayor Adam Dickson, Gordon Edwards of Heritage Alliance, and I had been working with the church on the possibility of the church transferring ownership to the town. The church is aware of the exterior condition of the property and seemed motivated to discuss it. To arrive at a reasonable price, I ordered an appraisal of the property. That appraisal came back at \$28,000.00. Vice-Mayor Dickson and I met with church representatives via Zoom. The church expressed their desire to sell the property for \$40,000.00. I reviewed other properties of similar sizes and found one located on W. Woodrow Avenue with Washington County's total assessment value of \$28,700.00 and therefore countered with that value. The church accepted the offer and understood that it was contingent upon the offer being approved by the BMA.

We felt that the transaction was very acceptable towards the goal of preserving and protecting the historical significance of the structure and land.

The action item before you is for the BMA to approve the purchase of the church property at a price of \$28,700.00, and for the town to be responsible for the expenses involved in all closing documentation and procedures.

Funding Source

- Recently the BMA approved the bid for the FY26 Capital Project at Wetlands known as the "Pool Room Replacement", with a projected budget of \$350,000.00. The bid came in much less with savings of \$122,000.00 with the town performing the demolition phase of the project. The debt service on \$350,000.00 is \$34,877.00 per year.
- Between the bid coming in much lower and town staff performing the demolition work, the **debt service saving is \$12,000.00.**
- The estimated debt service on the purchase of the AME Zion church property at \$28,700.00 is \$2,858.00, which can be absorbed through the debt service savings from Wetland's capital project. Funding would be supported within the approved FY26 General Fund Capital Project debt service.

RECOMMENDATION:

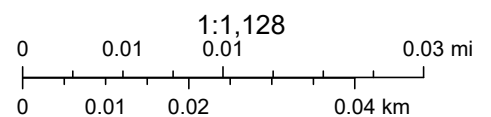
Approve the purchase of the AME Zion Church located at 208 W. Woodrow Avenue at a price of \$28,700.00; to incur all expenses related to the transfer, title, and recordation of this property from the AME Zion Church to the Town of Jonesborough; and for the Town Administrator and Town Attorney to be authorized to move forward promptly to coordinate with the church on all closing procedures; and for funding to be supported through a portion of the FY26 adopted General Fund Capital Project debt service.

Washington County - Parcel: 060A G 015.00



Date: October 31, 2025

County: WASHINGTON
Owner: METHODIST CHURCH
Address: WOODROW AVE 208
Parcel ID: 060A G 015.00
Deeded Acreage: 0
Calculated Acreage: 0
Vexcel Imagery Date: 2023



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The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 7-b

SUBJECT: Land Purchase – College St, Sabine Drive

BACKGROUND:

As part of our long-term planning efforts to support future municipal needs, including expanded parking and potential development of public facilities, some of those efforts have been spent evaluating current town properties and their capacities for growth/expansion, and seeking out opportunities related to available private lands. The town became aware of property that was recently purchased by current owner Mr. Greg Cox at the corner of College Street and Sabine Drive and further described on Washington County Tax Map 60-A, Group D, Parcel 11.00 (containing 1.94 acres).

Given the strategic location and suitability of the subject property, we expressed interest to the owner in discussing a potential acquisition, and in recognition of the owner's recent purchase and the time and resources already invested, the initial offer of \$10,000 above the documented purchase price was made as a gesture of goodwill and to facilitate a mutually beneficial transaction. The purchase price was \$240,000.00 therefore the town's purchase price would be \$250,000.00 (\$10,000.00 above the owner's purchase price).

The owner responded positively, stating that his intention in purchasing this property was to help ensure that any future development would contribute positively to the downtown charm and align with the area's historic character. Due to a recent increase in responsibilities, he reported that he did not have time to focus on many personal projects between his career and public service and therefore was favorable to the \$10,000.00 above the purchase price and that basically this would offset closing costs, attorney fees, title insurance, and interest expenses incurred during his previous transaction. He stated that closing dates can occur as quickly as possible and certainly within the next few weeks.

His final request was that despite not being a condition of the sale to the town, he respectfully asked that any future improvements follow the same historic design guidelines that have long preserved the beauty and spirit of Tennessee's oldest town as this property is in the H-2 District. The owner was made aware that the offer was contingent upon the approval of the BMA.

Funding Source

- With recent FY26 General Fund Capital Projects and Equipment bids coming in under their projected budgeted costs, in return the budgeted debt service for this fiscal year is currently less than projected.
- Debt service at \$250,000.00 is an estimated **\$24,900.00**.

- In reviewing Wetland's capital purchase savings from bids, and Street Department savings on not conducting the New Hope Road Connector Study, there is a combined savings of an estimated \$23,750.00 on debt service as follows:

\$12,000.00	(Wetland's Pool Room Replacement)
\$3,250.00	(Wetland's Pool Heater)
\$8,500.00	(not conducting New Hope Road Connector Study)
\$23,750.00	

- For next fiscal year FY27, we are projecting an **additional increase of \$170,000.00** in State Shared Revenues as the State of Tennessee will start to utilize yearly population estimates reported through the "Tennessee State Data Center".

The recommendation is to fund the \$250,000.00 as follows:

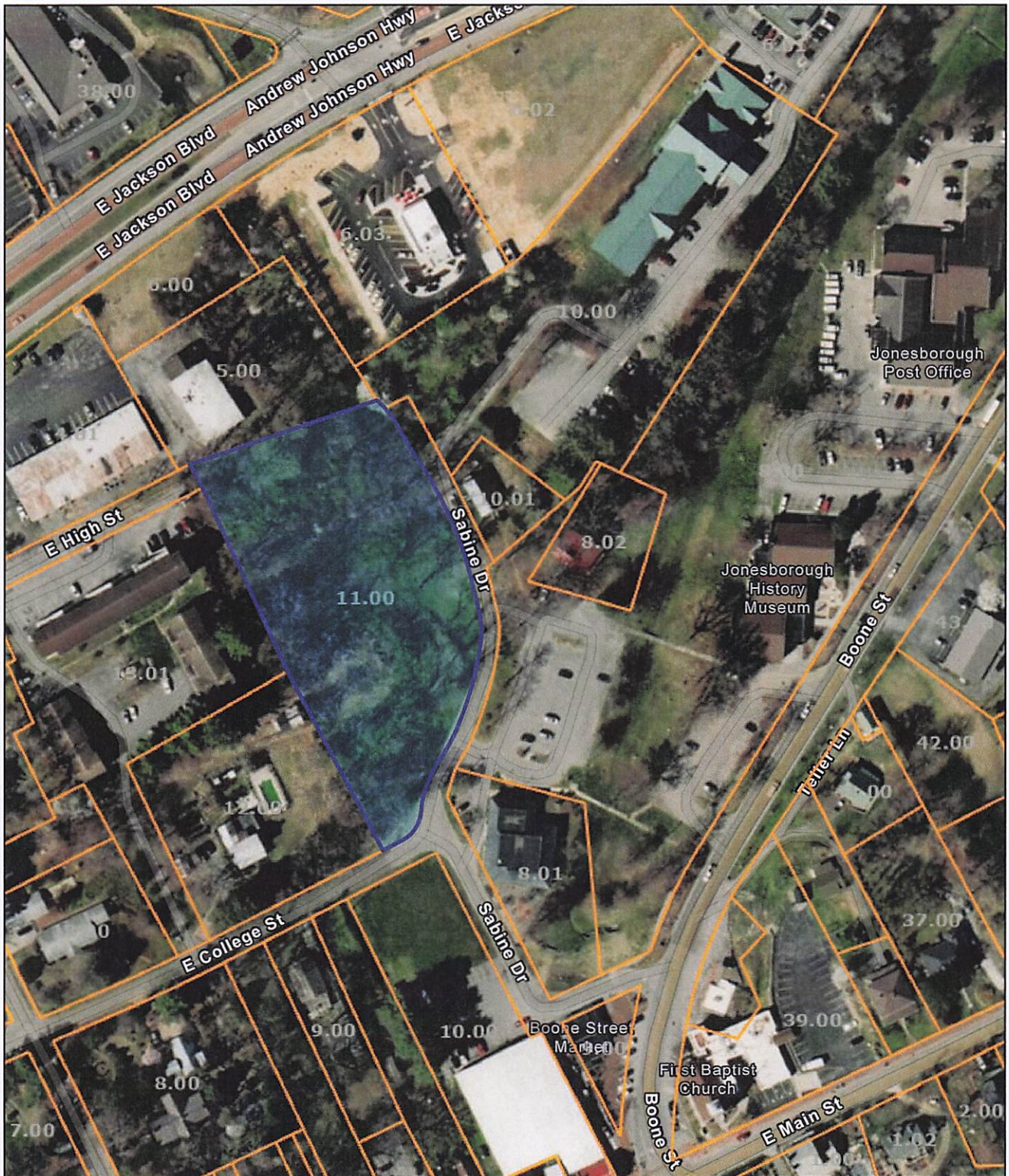
- Utilize the current debt service savings at \$23,750.00 as shown above and re-obligate it from Wetlands and Street Department to the proposed land purchase; with an additional \$10,000.00 from fund balance to be paid back next fiscal year, FY27, based on the town's anticipated additional increase in FY27 State Shared revenue funds, (\$10,000 of the anticipated \$170,000)

In conclusion, I have provided 2 aerial tax maps, including the subject property outlined showing 1.94 acres, and the second map of exiting Town of Jonesborough public owned land and buildings located across the street from the subject property (showing proposed property in related to existing town property).

RECOMMENDATION:

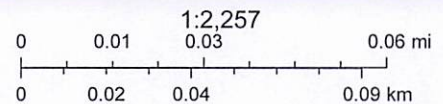
Approve the purchase of the property located at the corner of College Street and Sabine Drive and further described on Washington County Tax Map 60-A, Group D, Parcel 11.00 (containing 1.94 acres) in the amount of \$250,000.00 and for the Town Administrator and Town Attorney to be authorized to move forward promptly to coordinate with the owner on all closing procedures; and for funding to be supported through a portion of the FY26 adopted General Fund Capital Project debt service current savings; drawing down \$10,000.00 from fund balance, and paying back \$10,000.00 to the fund balance once the town's additional increase in FY27 State Shared revenues are received, as presented.

Washington County - Parcel: 060A D 011.00



Date: October 27, 2025

County: WASHINGTON
Owner: KOVAC MARC EDWARD & JEANNA LEE
Address: COLLEGE ST E 217
Parcel ID: 060A D 011.00
Deeded Acreage: 1.94
Calculated Acreage: 0
Vexcel Imagery Date: 2023



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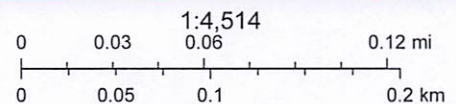
The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

Washington County - Parcel: 060A D 008.00



Date: October 27, 2025

County: WASHINGTON
Owner: MAYOR & ALDERMAN OF JONESBOROUGH
Address: BOONE ST & 123 117
Parcel ID: 060A D 008.00
Deeded Acreage: 0
Calculated Acreage: 8
Vexcel Imagery Date: 2023



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The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 7-c

SUBJECT: Resolution Authorizing Town to Participate in PEP 2025-2026 Property Conservation Matching Grant Program

BACKGROUND:

The Town has been approved for the 2025-2026 Public Entity Partner's (PEP) "Property Conservation Matching Grant Program" through our insurance carrier Public Entity Partners. The grant is a 50/50 match with the funds being used to install additional security measures for added protection to the Jackson Theatre. The grant match is approved for \$5,000, therefore we will spend \$10,000 and be reimbursed \$5,000. This project is to reduce liability for the town by making the building safer and more secure. A Resolution is being provided for Board approval of the grant. The match is funded through the current FY26 budget.

RECOMMENDATION:

Approve the Resolution authorizing the Town to participate in the Public Entity Partner's 2025-2026 Property Conservation Matching Grant Program and to approve the grant match of \$5,000 for the Jackson Theatre, as presented.

RESOLUTION NO. 2025-25

**A RESOLUTION AUTHORIZING THE
TOWN OF JONESBOROUGH TO PARTICIPATE IN THE
PROPERTY CONSERVATION MATCHING GRANT PROGRAM**

WHEREAS, the citizens of the Town of Jonesborough have entrusted this administration with the care and custody of town-owned property; and

WHEREAS, all efforts shall be made to protect town-owned property from various perils that may arise for the Town of Jonesborough; and

WHEREAS, the Public Entity Partner's seeks to encourage members with property coverage to develop and implement a property conservation program by offering the PROPERTY CONSERVATION MATCHING GRANT PROGRAM; and

WHEREAS, the Town of Jonesborough now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee, the following:

Section 1. That the Town of Jonesborough is hereby authorized to submit application for the Property Conservation Matching Grant Program through the Loss Control Department of Public Entity Partners;

Section 2. That the Town of Jonesborough is further authorized to provide a matching sum for any monies provided by this grant.

DULY PASSED BY THE BOARD OF MAYOR AND ALDERMEN on this the 3rd day of November 2025.

Motion was made by _____ and duly seconded by _____ that this Resolution be adopted. Those voting for adoption of this Resolution were:

Those voting against: _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, TOWN RECORDER

APPROVED AS TO FORM:

JAMES R. WHEELER, TOWN ATTORNEY

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 7-d

SUBJECT: 1st Reading - Ordinance to Amend the Municipal Code Regulating Alcoholic Beverages and Hemp Derived Cannabinoid Products

BACKGROUND:

The proposed ordinance amends two different Titles of Jonesborough's Municipal Code, including (1) An Ordinance to Amend Title 2 of the Municipal Code of the Town of Jonesborough, Tennessee, Regulating Alcoholic Beverages and Hemp Derived Cannabinoid Products; and (2) Amending Title 11 of the Jonesborough's Municipal Code, of the Town of Jonesborough, Tennessee, to Establish a Hemp Derived Cannabinoid Manufactory and Retail Store Overlay District.

The subject of HDC, or Hemp-Derived Cannabinoids has been a subject matter of discussion for many Tennessee local governments, including the Town of Jonesborough. The Tennessee Municipal League (TML) longstanding ***Tennessee Town and City*** publication recently published "TABC outlines hemp law changes for city leaders". Following the Tennessee General Assembly's overhaul of the state's hemp regulations, officials are working to familiarize local leaders and law enforcement agencies in advance of the new law taking effect. Russell F. Thomas, Executive Director of the [Tennessee Alcoholic Beverage Commission](#) (TABC), explained how the new law, [Public Chapter 526](#), will impact the sale and distribution of hemp-derived cannabinoid (HDC) products, as well as [new rules for licensing, regulation, and enforcement](#) at TML's 85th Annual Conference in Chattanooga. Thomas that, "If your city has questions or headaches about these products showing up in your local stores, you are not alone." "We in Tennessee over the past few years have been through a patchwork of laws, definitions, new products coming up every day, and enforcement gaps. I am here to tell you today that the landscape is changing in Tennessee." The full article is provided as part of the agenda packet for informational purposes.

In collaboration with our Town Attorney Jim Wheeler and Mr. Matthew Musgrove, an attorney in Mr. Wheelers office, their office has been working on drafting an ordinance to address Hemp-Derived Cannabinoid products. I had asked Mr. Musgrove to provide some background and context related to the draft version of the proposed ordinance, which is provided below:

From a scientific viewpoint, hemp and marijuana are both varieties of the plant species *Cannabis sativa* L. (the "L." referring to Carl Linnaeus), and differ not by species but by chemical composition (primarily the concentration of Δ -9 tetrahydrocannabinol, or Δ -9 THC). Under U.S. federal law (via the 2018 Farm Bill), hemp is defined as any part of that plant—including its seeds, extracts, cannabinoids, isomers, acids, salts, and salts of isomers—with a **Δ -9 THC concentration of not more than 0.3 percent on a dry weight basis.**

In practice, plants (or derivatives) that exceed the 0.3 % Δ -9 THC threshold do not qualify as “hemp” and are subject to different regulation under laws governing cannabis/marijuana. Δ -9 THC is the primary psychoactive compound in cannabis, responsible for the “high” feeling by binding to CB1 receptors in the brain and nervous system. Also, the “ Δ -9” designation refers to the location of the double bond in the THC molecule (between carbon 9–10).

From a legal perspective in Tennessee, the state has established a licensing system for hemp-derived cannabinoid (HDC) products under the Tennessee Department of Agriculture (TDA). Regulation of those products will shift to the Tennessee Alcoholic Beverage Commission (TABC) effective January 1, 2026, under Public Chapter 526 (2025). Existing TDA-issued licenses that extend past that date remain valid until their individual expiration.

The purpose of the draft ordinance regarding HDC is to promote the safety and general welfare of the public and to place restrictions, as allowed by Tennessee Statutes, on the location of said businesses. This ordinance authorizes the Town of Jonesborough to protect the public health, safety, and welfare of town residents by regulating HDC businesses within the corporate limits of Jonesborough.

Jonesborough finds and concludes that the proposed provisions are appropriate and lawful land use regulations for the Town of Jonesborough, that the proposed amendments will promote the community's interest in reasonable stability in zoning for now and in the future, and that the proposed provisions are in the public interest and for the public good.

The draft HDC ordinance mirrors both Tennessee state law/regulations and integrates with the existing provisions of the Jonesborough Municipal Code. You may recall that under state law, there is a local option (TCA 57-3-208) for municipalities to require a certificate of compliance before the issuance of State licenses. At present, there is not a similar option afforded for HDC.

Since one of the two proposed ordinances is zoning related, “Hemp Derived Cannabinoid Manufactory and Retail Store Overlay District”, the Jonesborough Planning Commission will need to review and make a recommendation on this proposed ordinance to the Board of Mayor and Aldermen (BMA) prior to second and final reading by the BMA. Further, a public hearing is required to be held prior to second and final reading by the BMA.

RECOMMENDATION:

Approve the proposed ordinance amending two different Titles of Jonesborough's Municipal Code, including (1) An Ordinance to Amend Title 2 of the Municipal Code of the Town of Jonesborough, Tennessee, Regulating Alcoholic Beverages and Hemp Derived Cannabinoid Products; and (2) Amending Title 11 of the Jonesborough's Municipal Code, of the Town of Jonesborough, Tennessee, to Establish a Hemp Derived Cannabinoid Manufactory and Retail Store Overlay District, on First Reading.

ORDINANCE NO. 2025-13

AN ORDINANCE AMENDING TITLE 2 OF THE MUNICIPAL CODE OF THE TOWN OF JONESBOROUGH, TENNESSEE, REGULATING ALCOHOLIC BEVERAGES AND HEMP DERIVED CANNABINOID PRODUCTS

AND AMENDING TITLE 11 OF THE MUNICIPAL CODE OF THE TOWN OF JONESBOROUGH, TENNESSEE, TO ESTABLISH A HEMP DERIVED CANNABINOID MANUFACTORY AND RETAIL STORE OVERLAY DISTRICT

WHEREAS, the Town has authority to regulate the zoning and location of activities within the Town limits; and

WHEREAS, the Board of Mayor and Alderman have determined the zoning, regulation, and enforcement of new state laws necessary for the good order, safety, and welfare of the people of Jonesborough, Tennessee; and

WHEREAS, the Board of Mayor and Aldermen finds that an amendment to the current Municipal Code is necessary to effectively regulate the zoning, manufacture, sale, and enforcement of new state laws under its current Code; now therefore

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE, AS FOLLOWS:

SECTION 1: That Title 2 of the Jonesborough Municipal Code be renamed from 'Alcoholic Beverages' to 'Alcoholic Beverages and Hemp Derived Cannabinoid Products'.

SECTION 2: That Title 2, Chapters 1 and 2 of the Jonesborough Municipal Code be unaffected by this Ordinance.

SECTION 3: That Title 2 of the Jonesborough Municipal Code be amended to add the following new Chapter 3 as follows:

CHAPTER 3
HEMP DERIVED CANNABINOID PRODUCT

SECTION

2-301. Definitions.

2-302. Incorporation of Title 43, Chapter 27 and Title 57, Chapter 7 of the Tennessee Code Annotated and Rules and Regulations promulgated thereunder.

2-303. Possession, Transportation, Manufacture, and Sale Otherwise Prohibited.

- 2-304. Manufacturers and Retail Stores.
- 2-305. Penalties.
- 2-306. Severability.
- 2-307. No exemption from other provisions, statutes, and rules
- 2-308. No requirement for accommodation

2-301. Definitions. As used in this chapter, unless the context indicates otherwise:

“Cannabis” means any plant or any part of a plant of the genera *Cannabis* and includes hemp.¹

“Hemp” means the plant *cannabis sativa L.* and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a delta-9 tetrahydrocannabinol (THC) concentration of not more than three-tenths of one percent (0.3%) on a dry weight basis.²

“Hemp Concentrate” means a concentrate with a delta-9 tetrahydrocannabinol (THC) concentration of not more than five percent (5%) that is derived from hemp solely for purposes of reconstitution into consumer products with a delta-9 tetrahydrocannabinol (THC) concentration of not more than three-tenths of one percent (0.3%).³

“Hemp Derived Cannabinoid (or HDC) Product” means a product that contains or that is labeled to contain a hemp-derived cannabinoid and that is produced, marketed, or otherwise intended to be consumed orally (“ingestible”), inhaled (“inhalable”), or absorbed through the skin (“transdermal”). HDC products also include intermediate products intended for subsequent use as a component in a later finished ingestible, inhalable, or transdermal HDC product. Topical products mean products solely intended to be applied to the skin or hair and are not intended to be absorbed through transdermal application; topical products are not included within the definition of HDC product even if they contain hemp-derived cannabinoid.⁴

All definitions of other terms, as used herein unless context indicates otherwise, are to be interpreted as defined by statute within Title 43 Agriculture and Horticulture, Chapter 27 Hemp, of the Tennessee Code Annotated (including as hereafter amended) and as

¹ See 0080-10-01-.02 Definitions

² T.C.A. § 43-27-101 (3)

³ T.C.A. § 43-27-101 (4)

⁴ 0080-10-01-.02; See also T.C.A. § 57-7-102

used in all rules and regulations authorized therein and promulgated under said chapter; including, but not limited to Rules and Regulations promulgated under T.C.A. §§ 4-3-203 and 43-27-104 (including as hereafter amended) by the Tennessee Department of Agriculture and the Tennessee Department of Revenue (or their successor department or departments hereafter).

2-302. Incorporation of Title 43, Chapter 27 and Title 57, Chapter 7 of the Tennessee Code Annotated and rules and regulations promulgated thereunder. Tennessee Code Annotated, title 43, chapter 27, inclusive, and title 57, chapter 7, inclusive, are hereby adopted so as to be applicable to all manufacture, sale, distribution, storage, possession, transportation, record keeping, and all other actions, duties, responsibilities, and obligations which are regulated by the said code when such actions are conducted within the corporate limits of Jonesborough, Tennessee. It is the intent of the board of mayor and aldermen that the said Tennessee Code Annotated, title 43, chapter 27, inclusive, and title 57, chapter 7, inclusive, shall be effective in Jonesborough, Tennessee, the same as if said code sections were copied herein verbatim and as hereafter may be amended. Furthermore, all manufacture and sales, conducted within the corporate limits of Jonesborough, Tennessee, are likewise subject to the rules and regulations authorized in said code sections and promulgated thereunder; including, but not limited to Rules and Regulations promulgated under T.C.A. § 43-27-104 (including as hereafter amended) by the Tennessee Department of Agriculture and the Tennessee Department of Revenue (or their successor department or departments hereafter). It is the intent of the board of mayor and aldermen that the said Department of Agriculture and Department of Revenue regulations, inclusive, shall be effective in Jonesborough, Tennessee, the same as if said regulations were copied herein verbatim and as hereafter may be amended or promulgated by said departments or their successor department or departments hereafter.

2-303. Possession, Transportation, Manufacture, and Sale otherwise prohibited. Except as authorized by applicable laws, the provisions of this chapter and/or other ordinances, it shall be unlawful for any person to possess, transport, manufacture, receive, store, sell, furnish, or solicit orders for any cannabis, hemp, hemp concentrate, or hemp derived cannabinoid products within the Town of Jonesborough.

2-304. Manufacturers and Retail Stores.

- (1) Manufacture and Sale Authorized. It shall be lawful for a licensee to manufacture and/or sell HDC products at a retail store within the corporate limits of Jonesborough; provided such manufacture and/or retail license has been appropriately approved by the state, and such

manufacture and sales are made in compliance with applicable state and federal statutes, rules and regulations, as well as the provisions established in this chapter.

- (2) License required. It shall be unlawful for any person, firm, or corporation to manufacture or sell any cannabis, hemp, hemp concentrate, or hemp derived cannabinoid products without first obtaining a license for such privilege though the State of Tennessee.
- (3) License Restrictions. No license shall be issued to any person or entity prohibited from obtaining a license as set forth in Tennessee Code Annotated Title 43, Chapter 27, inclusive, and Title 57, Chapter 7, inclusive, and as hereafter may be amended.
- (4) License application. Any person, firm, entity, or corporation desiring to manufacture or sell cannabis, hemp, hemp concentrate, or hemp derived cannabinoid products shall make application to the State of Tennessee. The following conditions apply:
 - (a) Conditions established in the Tennessee Code Annotated and all applicable rules and regulations promulgated thereunder including code sections and rules and regulations as may be amended hereafter.
 - (b) The license expires as set forth in the Tennessee Code Annotated and applicable regulations.
- (5) Restrictions on location of and access to manufacture and retail stores. No location for a manufacturer or retail store shall be approved on any premises within the town, except on premises that are:
 - (a) Zoned B-3.
 - (b) Within a HDC Manufactory and Retail Store (HDC) Overlay Zone made up of two (2) or more separate areas within the B-3 or other zones with one (1) and only one (1) manufactory and/or retail store authorized per HDC Overlay Zone area.
 - (c) Are sufficiently distanced from any K-12 school as provided in Tennessee Code Annotated Section 57-7-106 and as may be amended hereafter.
- (6) Number of stores – adequate availability. For the purpose of determining whether a manufactory and/or retail store are generally available in the town, or whether the town is being adequately served, it will be presumed, absent proof to the contrary, that HDC products are generally available and that the area is being adequately served when the ratio between the number of operating manufactories and retail stores in the town and the population of the town is less than or equal to one (1)

manufactory or retail store for each three thousand (3,000) town residents or fraction thereof.

- (7) Contemporaneous Establishments. In the event that more than one entity seeks to establish a HDC Manufactory and/or Retail Store within the same Overlay Zone area, only the first entity to have established eligibility through a complete and approved application to the State of Tennessee shall be permitted to operate within the Overlay Zone area.

2-305. Penalties. Any violation of the terms of this chapter and section may be punishable by a fine under the general penalty clause of the Jonesborough Municipal Code in addition to any other penalty herein provided, and in addition to those prescribed in Title 43, Chapter 27 and Title 57, Chapter 7 of the Tennessee Code Annotated and as hereafter may be amended. Each separate occurrence shall constitute a separate violation.

2-306. Severability. That the various paragraphs, clauses, and subdivisions of this chapter are intended and declared to be severable. In the event that any of the provisions of this chapter are adjudicated to be invalid, unenforceable, or unconstitutional by a court of competent jurisdiction, the remainder of the chapter shall remain in effect.

2-307. No exemption from other provisions, statutes, and rules. This chapter does not exempt any person from enforcement of other provisions of the Jonesborough Municipal Code, or any state or federal statute, rule, or regulation.

2-308. No requirement for accommodation. Pursuant to Tennessee Code Annotated Section 57-7-111, the following applies:

- (a) The chapter does not permit a person to:
 - (1) Undertake any task under the influence of hemp-derived cannabinoid when doing so would constitute negligence or professional malpractice; or
 - (2) Operate, navigate, or be in actual physical control of a motor vehicle, aircraft, motorized watercraft, or any other vehicle while under the influence of a hemp-derived cannabinoid.
- (b) This chapter does not require:
 - (1) An employer to accommodate the use of a hemp-derived cannabinoid in a workplace or an employee working while under the influence of a hemp-derived cannabinoid.
 - (2) An individual or establishment in lawful possession of property to allow a guest, client, customer, or other visitor to use a hemp-derived cannabinoid on or in that property; or
 - (3) An individual or establishment in lawful possession of property to admit a guest, client, customer, or other visitor

who is impaired as a result of the person's use of a hemp-derived cannabinoid.

- (c) This chapter does not exempt a person from prosecution for a criminal offense related to impairment or intoxication resulting from use of hemp-derived cannabinoid or relieve a person from any requirement under law to submit to a breath, blood, urine, or other test to detect the presence of a controlled substance.
- (d) This chapter does not:
 - (1) Limit the ability of an employer to establish, continue, or enforce a drug-free workplace program or policy;
 - (2) Create a cause of action against an employer for wrongful discharge or discrimination; or
 - (3) Allow the possession, sale, manufacture, or distribution of any substance that is otherwise prohibited by title 39, chapter 17, part 4 of the Tennessee Code Annotated and as may be amended hereafter.
- (e) It is the intent of the board of mayor and aldermen that the said Tennessee Code Annotated Section 57-7-111, shall be effective in Jonesborough, Tennessee, the same as if said code sections were copied herein verbatim and as hereafter may be amended.

SECTION 4: That Title 11, Chapter 5, Section 11-504 of the Jonesborough Municipal Code be amended to add the following new subsection (u) as follows:

(u) HDC (HDC Manufactory and Retail Store) Overlay Zone

SECTION 5: That Title 11, Chapter 5, Section 11-517 of the Jonesborough Municipal Code be amended to add the following new subsection 11-517E as follows:

11-517E. HDC (HDC Manufactory and Retail Store) Overlay Zone. It is the intent of this district to allow HDC manufactories and retail stores to be located in areas that provide the best opportunity for the manufactories and stores to be successful with the least negative impact on the Jonesborough community.

SECTION 6: That this ordinance shall become effective immediately after its passage on second and final reading.

FIRST READING

Introduced by Alderman _____.

Seconded by Alderman _____.

Passed on First Reading the _____ day of _____ 2025.

Those Voting For: _____.

Those Voting Against: _____.

Mayor: _____.

SECOND READING

Motion to Approve on Second Reading by Aldermen _____.

Motion Seconded by Aldermen _____.

Those Voting For: _____.

Those Voting Against: _____.

Mayor: _____

Passed on Second and Final Reading this the _____ **day of** _____ **2025.**

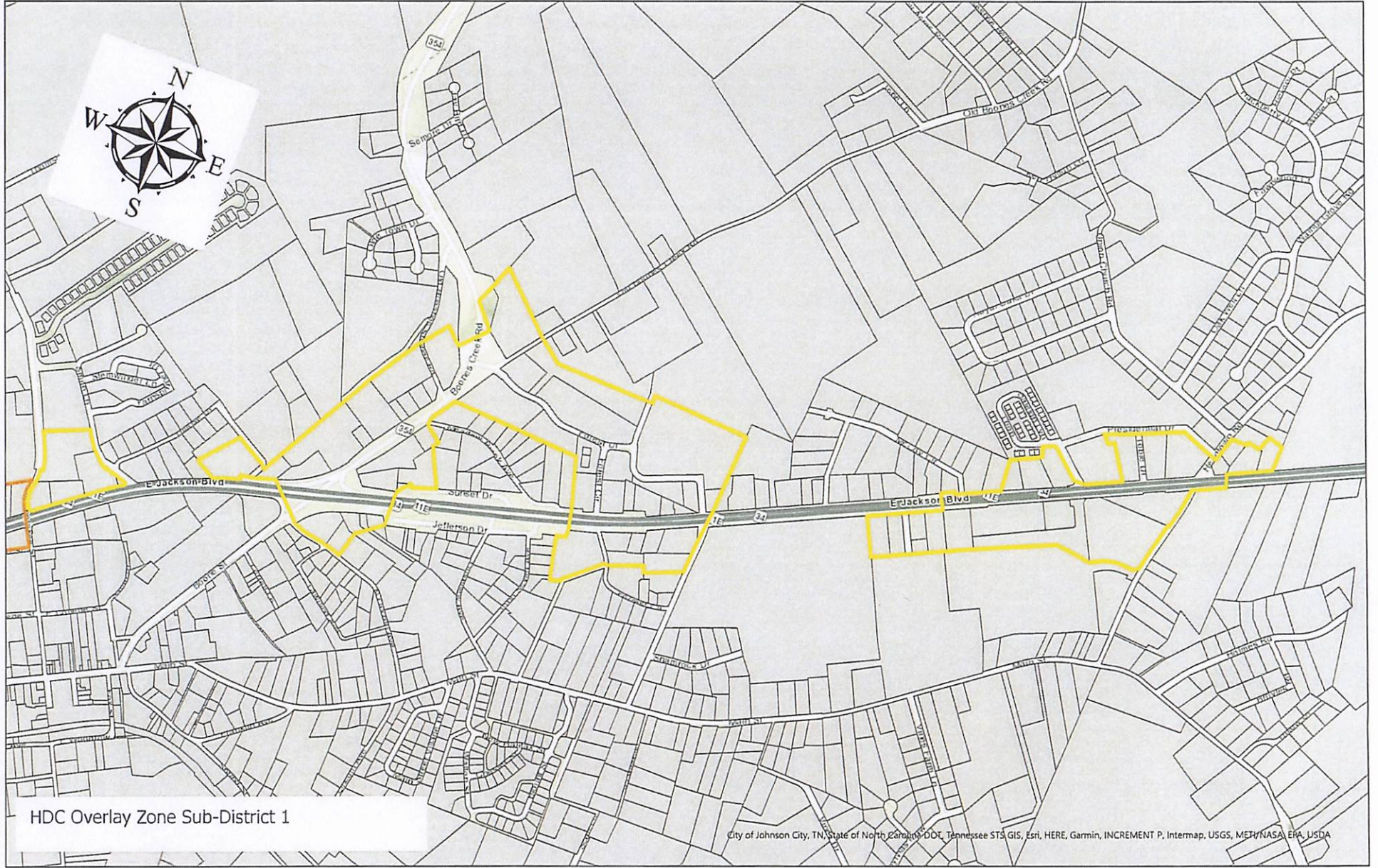
KELLY WOLFE, MAYOR

ATTEST:

APPROVED AS TO FORM:

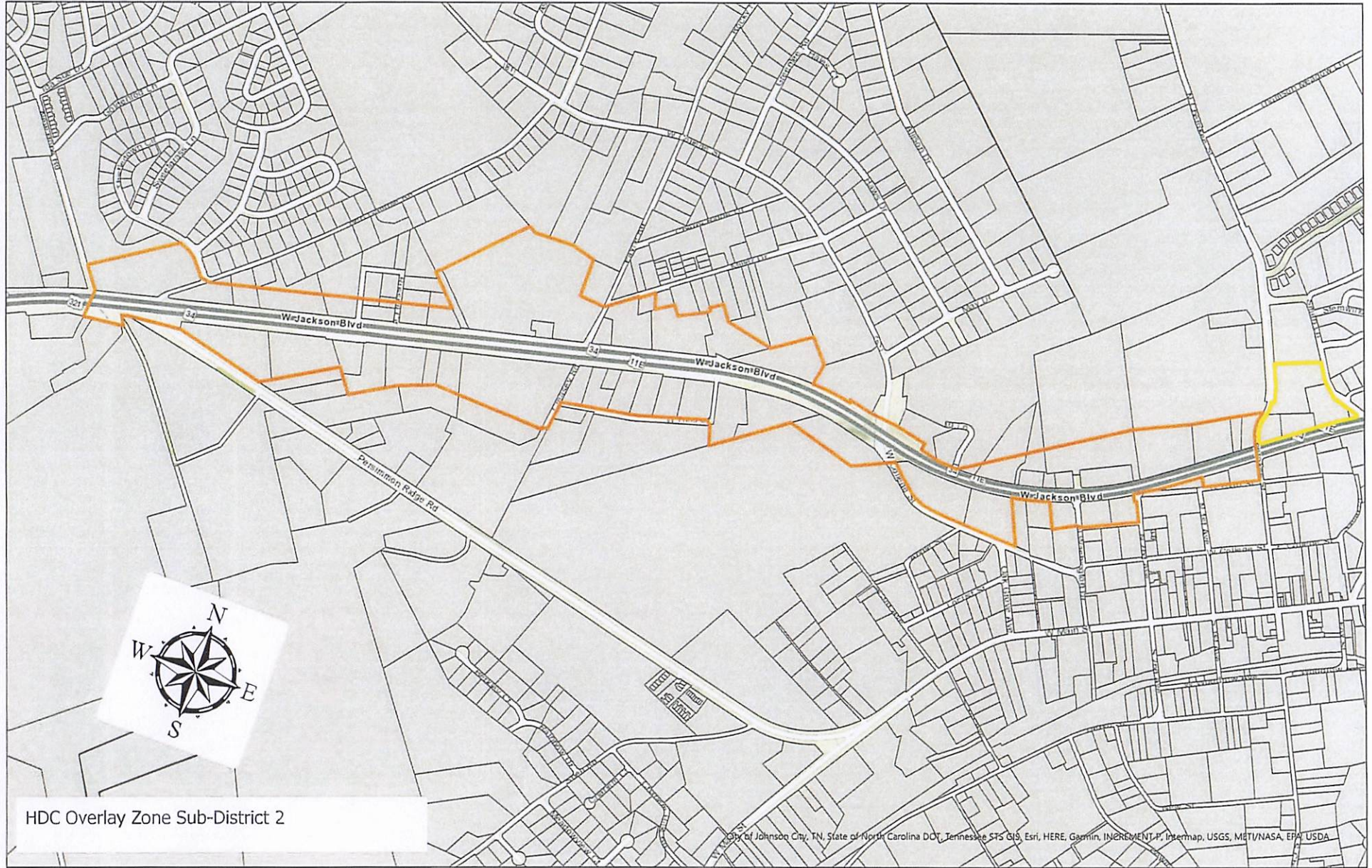
**JANET JENNINGS,
TOWN RECORDER**

**JAMES R. WHEELER,
TOWN ATTORNEY**

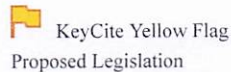


HDC Overlay Zone Sub-District 1

City of Johnson City, TN, State of North Carolina, DOT, Tennessee STS, GIS, Esri, HERE, Garmin, INCREMENT P, Intermap, USGS, METI/NASA, EFA, USDA



HDC Overlay Zone Sub-District 2



West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-101

§ 43-27-101. Definitions

Currentness

As used in this chapter:

- (1) “Commissioner” means the commissioner of agriculture;
- (2) “Department” means the department of agriculture;
- (3) “Hemp” means the plant *cannabis sativa* L. and any part of that plant, including the seeds thereof and all derivatives, extracts, cannabinoids, isomers, acids, salts, and salts of isomers, whether growing or not, with a delta-9 tetrahydrocannabinol (THC) concentration of not more than three-tenths of one percent (0.3%) on a dry weight basis;
- (4) “Hemp concentrate” means a concentrate with a delta-9 tetrahydrocannabinol (THC) concentration of not more than five percent (5%) that is derived from hemp solely for purposes of reconstitution into consumer products with a delta-9 tetrahydrocannabinol (THC) concentration of not more than three-tenths of one percent (0.3%); and
- (5) “THC” means delta-9 tetrahydrocannabinol.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019; 2022 Pub.Acts, c. 907, § 1, eff. April 22, 2022.

T. C. A. § 43-27-101, TN ST § 43-27-101

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-102

§ 43-27-102. Hemp producers--licensure

Currentness

- (a) Any person who produces hemp in this state shall obtain an annual license from the department.
- (b) In order to obtain and maintain a hemp license, a person must:
- (1) Submit to the department a description of all land on which the person produces hemp in this state, to include global positioning system coordinates and other information sufficient to identify the property;
 - (2) Submit to the department any other information prescribed by rules as necessary for the efficient enforcement of this chapter;
 - (3) Consent to reasonable inspection and sampling by the department of the person's hemp crop and inventory; and
 - (4) Not be convicted of a state or federal felony drug offense within the previous ten (10) years.
- (c) The department shall maintain all records that the department creates, or that are submitted to the department, for regulation of hemp in this state for a period of at least five (5) years.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019.

T. C. A. § 43-27-102, TN ST § 43-27-102

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-103

§ 43-27-103. Prohibited acts

Currentness

(a) The following acts within this state are prohibited:

- (1) Possession of rooted hemp by any person, other than a common carrier, without a valid license issued by the department;
- (2) Possession of cannabis with THC concentrations greater than three-tenths of one percent (0.3%) on a dry weight basis;
- (3) Failure to pay upon reasonable notice any license, sampling, or inspection fee assessed by the department;
- (4) Violation of this chapter or any rule promulgated under this chapter; or
- (5) Willful hindrance of the commissioner or the commissioner's authorized agent in performance of their official duties.

(b) It is an exception to the application of subdivision (a)(2) that the only cannabis with a THC concentration greater than three-tenths of one percent (0.3%) on a dry weight basis in the person's possession was hemp concentrate and the person was transporting the hemp concentrate within this state from the location where the hemp concentrate was produced to a location where the hemp concentrate was to be reconstituted into consumer products with a THC concentration of not more than three-tenths of one percent (0.3%); provided, however, that the person transporting the hemp concentrate under this subsection (b) must maintain proof of a grower's license from the department in the transport vehicle.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019; 2022 Pub.Acts, c. 907, § 2, eff. April 22, 2022.

T. C. A. § 43-27-103, TN ST § 43-27-103

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-104

§ 43-27-104. Commissioner--powers and authority; promulgation of rules

Currentness

(a) The commissioner is authorized to:

(1) Administer this chapter;

(2) Take all action necessary to obtain primary regulatory authority over the production of hemp in this state, as authorized by Section 297 of the Agriculture Improvement Act of 2018 (Public Law 115-334);

(3) Promulgate rules in accordance with the Uniform Administrative Procedures Act, compiled in title 4, chapter 5, as necessary for regulation of hemp in accordance with the federal Agriculture Improvement Act of 2018 and as determined by the commissioner to be necessary for the efficient enforcement of this chapter;

(4) Determine requirements for and issue licenses for the production of hemp in this state;

(5) Deny or revoke licenses and issue civil penalties up to one thousand dollars (\$1,000) for each violation of this chapter or its rules;

(6) Establish reasonable fees for hemp licenses necessary to implement and administer a hemp program in this state on an ongoing basis. All revenue collected from fees established under this subdivision (a)(6) must be used exclusively for administration of a hemp regulatory program by the department;

(7) Require the maintenance or filing of records;

(8) Enter during normal business hours any premises or conveyance of a person licensed under this chapter for purposes of inspection, sampling, and observation and copying of records required under this chapter; and

(9) Provide, on at least a quarterly basis, a list of persons licensed pursuant to this chapter to the department of safety, for the department of safety's publication on its website. A licensee's inclusion on the list may be used as proof for purposes of satisfying the exception described in § 39-17-427(2).

(b) All rules promulgated by the department prior to July 1, 2019, for regulation of industrial hemp are null and void immediately upon rules promulgated to effectuate chapter 87 of the Public Acts of 2019 taking effect. Within one hundred twenty (120) days of chapter 87 of the Public Acts of 2019 becoming law, the department shall promulgate rules necessary to effectuate the purposes of this chapter. The commissioner is authorized to file emergency rules under § 4-5-208 as necessary for compliance with this subsection (b).

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019; 2022 Pub.Acts, c. 907, § 5, eff. April 22, 2022.

T. C. A. § 43-27-104, TN ST § 43-27-104

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-105

§ 43-27-105. Preventing production or distribution of cannabis; inspections and sampling

Currentness

(a) The department shall enforce this chapter in a manner that may reasonably be expected to prevent production or distribution of cannabis with THC concentrations exceeding three-tenths of one percent (0.3%) on a dry weight basis, including random inspections and sampling of hemp licensees to ensure compliance with this chapter and rules promulgated under this chapter.

(b) The department shall sample and analyze hemp produced in this state and hemp products distributed in this state for THC concentrations, tested according to protocols prescribed by rule under this chapter. Departmental testing methods shall employ liquid chromatography tandem mass spectrometry, in a manner similarly reliable to post-decarboxylation, to determine a cannabinoid profile of samples tested, including their THC concentrations.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019.

T. C. A. § 43-27-105, TN ST § 43-27-105

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-106

§ 43-27-106. Enforcement actions for violations

Currentness

(a) When the commissioner or the commissioner's authorized agent finds any cannabis or cannabis product to contain THC concentrations greater than three-tenths of one percent (0.3%) on a dry weight basis, the commissioner may issue either a written stop movement order or written destruction order for the plant or product, as appropriate to best serve the public interest and purpose of this chapter.

(b) Any person who negligently violates this chapter or rules promulgated under this chapter is subject to administrative action by the department including denial or revocation of any license issued under this chapter; issuance of stop movement orders, destruction orders, and civil penalties; and actions for injunction. Negligent violations of this chapter or rules promulgated under this chapter shall not be the basis for criminal prosecution of any person.

(c) Any person who violates this chapter or rules promulgated under this chapter with a culpable mental state greater than negligence shall be subject to prosecution under any applicable state or federal law. If the department determines that a person has violated this chapter or rules promulgated under this chapter with a culpable mental state greater than negligence, the department shall report the matter to the Tennessee bureau of investigation and the United States attorney general.

(d) In all proceedings brought to enforce this chapter, proof of testing consistent with rules promulgated under this chapter showing THC concentrations greater than three-tenths of one percent (0.3%), but not greater than one percent (1.0%), on a dry weight basis is prima facie evidence of a negligent violation of this chapter.

(e) In all proceedings brought to enforce this chapter, the following are prima facie evidence of violation with a culpable mental state greater than negligence:

(1) Proof of testing consistent with rules promulgated under this chapter showing THC concentrations greater than one percent (1.0%) on a dry weight basis;

(2) Three (3) violations within a five-year period for possession of rooted hemp without a valid license issued by the department;
or

(3) Violation of any stop movement or destruction order issued under this chapter.

(f) Any person whose license is revoked for violation of this chapter or rules promulgated under this chapter is ineligible for reissuance of the license for a period of at least five (5) years.

(g) It is an exception to the application of this section that the only cannabis with a THC concentration greater than three-tenths of one percent (0.3%) on a dry weight basis in the person's possession was hemp concentrate and the person was transporting the hemp concentrate within this state from the location where the hemp concentrate was produced to a location where the hemp concentrate was to be reconstituted into consumer products with a THC concentration of not more than three-tenths of one percent (0.3%); provided, however, that the person transporting the hemp concentrate under this subsection (g) must maintain proof of a grower's license from the department in the transport vehicle.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019; 2022 Pub.Acts, c. 907, § 3, eff. April 22, 2022.

T. C. A. § 43-27-106, TN ST § 43-27-106

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-107

§ 43-27-107. Enforcement proceedings; where filed

Currentness

When the commissioner has reason to believe that a person is causing or has caused a violation of this chapter or the rules promulgated under this chapter, the commissioner may initiate proceedings in either the chancery court of Davidson County or the chancery court of the county where the violation occurred, for injunctive relief to prevent the continuance of the violation or to correct the conditions resulting in the violation.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019.

T. C. A. § 43-27-107, TN ST § 43-27-107

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-108

§ 43-27-108. No exemption from enforcement of other statutes and rules

Currentness

This chapter does not exempt any person from enforcement of statutes and rules applicable to particular uses of hemp, including, but not limited to, food safety statutes and rules for distribution of food products; feed statutes and rules for distribution of commercial feed; and seed statutes and rules for distribution of seed.

Credits

2019 Pub.Acts, c. 87, § 12, eff. April 4, 2019.

T. C. A. § 43-27-108, TN ST § 43-27-108

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.



KeyCite Red Flag

KeyCite Red Flag Negative Treatment §§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-109

§§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

Currentness

T. C. A. § 43-27-109, TN ST § 43-27-109

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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KeyCite Red Flag

KeyCite Red Flag Negative Treatment §§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-110

§§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

Currentness

T. C. A. § 43-27-110, TN ST § 43-27-110

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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KeyCite Red Flag Negative Treatment §§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-111

§§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

Currentness

T. C. A. § 43-27-111, TN ST § 43-27-111

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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KeyCite Red Flag

KeyCite Red Flag Negative Treatment §§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-112

§§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

Currentness

T. C. A. § 43-27-112, TN ST § 43-27-112

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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KeyCite Red Flag Negative Treatment §§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 1. General Provisions

T. C. A. § 43-27-113

§§ 43-27-109 to 43-27-113. Repealed by 1989 Pub.Acts, c. 232, § 1

Currentness

T. C. A. § 43-27-113, TN ST § 43-27-113

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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KeyCite Yellow Flag
Proposed Legislation

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-201

§ 43-27-201. Purpose

Currentness

The purpose of this part is to regulate the sale and distribution of products containing a hemp-derived cannabinoid.

Credits

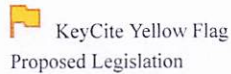
2023 Pub.Acts, c. 423, § 1, eff. July 1, 2024.

T. C. A. § 43-27-201, TN ST § 43-27-201

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-202

§ 43-27-202. Definitions

Currentness

As used in this part, unless the context otherwise requires:

(1) "Batch" means a single stock keeping unit with common cannabinoid input or a hemp flower of the same varietal and harvested on the same date and manufactured during a defined cycle in such a way that it could be expected to be of a uniform character and should be designated as such;

(2) "Hemp-derived cannabinoid":

(A) Means:

(i) A cannabinoid other than delta-9 tetrahydrocannabinol, or an isomer derived from such cannabinoid, that is derived from hemp in a concentration of more than one-tenth of one percent (0.1%); or

(ii) A hemp-derived product containing delta-9 tetrahydrocannabinol in a concentration of three-tenths of one percent (0.3%) or less on a dry weight basis;

(B) Includes, but is not limited to:

(i) Delta-8 tetrahydrocannabinol;

(ii) Delta-10 tetrahydrocannabinol;

(iii) Hexahydrocannabinol;

(iv) Tetrahydrocannabiphorol (THCp);

(v) Tetrahydrocannabivarin (THCv); and

(vi) Tetrahydrocannabinolic acid (THCa); and

(C) Does not include:

(i) Cannabichromene (CBC/CBCa/CBCv);

(ii) Cannabicitran (CBT/CBTa);

(iii) Cannabicyclol (CBL/CBLa);

(iv) Cannabidiol (CBD/CBDa/CBDv/CBDp);

(v) Cannabielsoin (CBE/CBEa);

(vi) Cannabigerol (CBG/CBGa/CBGv/CBGm);

(vii) Cannabinol (CBN/CBNa);

(viii) Cannabivarin (CBV/CBVa);

(ix) Hemp-derived feed products allowed under title 44, chapter 6;

(x) Hemp-derived fiber, grain, or topical products; or

(xi) A substance that is categorized as a Schedule I controlled substance on or after July 1, 2023, including a substance that may be identified in subdivision (2)(B);

(3) “Manufacture” means to compound, blend, extract, infuse, cook, or otherwise make or prepare products containing a hemp-derived cannabinoid, including the processes of extraction, infusion, packaging, repackaging, labeling, and relabeling of products containing a hemp-derived cannabinoid;

(4) “Proof of age” means a valid driver license or other government-issued identification card that contains a photograph of the person and confirms the person's age as twenty-one (21) years of age or older;

(5) “Retailer” means a person or entity that sells products containing a hemp-derived cannabinoid for consumption and not for resale;

(6) “Serving” means a quantity of a hemp-derived cannabinoid product reasonably suitable for a single person's daily use; and

(7) “Supplier” means a person or entity that manufactures hemp-derived cannabinoids or sells products containing hemp-derived cannabinoids to retailers.

Credits

2023 Pub.Acts, c. 423, § 1, eff. July 1, 2023.

T. C. A. § 43-27-202, TN ST § 43-27-202

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.

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KeyCite Yellow Flag
Proposed Legislation

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-203

§ 43-27-203. Offenses

Currentness

(a)(1) It is an offense for a person or entity to engage in the business of manufacturing, producing, or selling products containing a hemp-derived cannabinoid in this state without a valid license required by this part.

(2) A product containing a hemp-derived cannabinoid that is sold or offered for sale in violation of subdivision (a)(1) is subject to seizure and forfeiture pursuant to § 53-11-451.

(b)(1) It is an offense to knowingly sell or distribute a product containing a hemp-derived cannabinoid without having first obtained proof of age from the purchaser or recipient.

(2) It is an offense for a person to knowingly sell or distribute a product containing a hemp-derived cannabinoid to a person who is under twenty-one (21) years of age or to purchase a product containing a hemp-derived cannabinoid on behalf of a person who is under twenty-one (21) years of age.

(3) It is an offense for a person to knowingly assist a person who is under twenty-one (21) years of age to purchase, acquire, receive, or attempt to purchase a product containing a hemp-derived cannabinoid.

(4) It is an offense for a person who is under twenty-one (21) years of age to knowingly purchase, possess, or accept receipt of a product containing a hemp-derived cannabinoid or to knowingly present purported proof of age that is false, fraudulent, or not actually that person's for the purpose of purchasing or receiving a product containing a hemp-derived cannabinoid.

(5) This subsection (b) does not preclude law enforcement efforts involving:

(A) The use of a minor if the minor's parent or legal guardian has consented to this action; or

(B) The use of a person under twenty-one (21) years of age who is not a minor if the individual has consented to this action.

(c) It is an offense to knowingly distribute samples of products containing a hemp-derived cannabinoid in or on a public street, sidewalk, or park.

(d) A violation of this section is a Class A misdemeanor. A person violating subdivision (b)(2) or (b)(3) shall be sentenced to serve in the county jail or workhouse not less than forty-eight (48) consecutive hours nor more than eleven (11) months and twenty-nine (29) days and be fined not less than five hundred dollars (\$500) nor more than two thousand five hundred dollars (\$2,500).

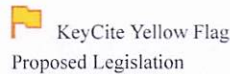
(e) Notwithstanding this part to the contrary and except as provided in § 43-27-205, state and local law enforcement officers have concurrent jurisdiction to enforce violations of this section and § 43-27-204.

Credits

2023 Pub.Acts, c. 423, § 1, eff. July 1, 2023; 2025 Pub.Acts, c. 77, § 1, eff. July 1, 2025.

T. C. A. § 43-27-203, TN ST § 43-27-203

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.



West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-204

§ 43-27-204. Inaccessibility of products in retail establishments

Currentness

(a) As used in this section:

(1) “Counter” means the point of purchase at a retail establishment; and

(2) “Retail establishment” means a place of business open to the general public for the sale of goods or services and does not include a place of business for which entry is limited to persons twenty-one (21) years of age or older.

(b) A product containing a hemp-derived cannabinoid must be maintained behind the counter of a retail establishment in an area inaccessible to a customer or an employee of the retail establishment who is younger than twenty-one (21) years of age. It is unlawful for a retailer to knowingly allow an employee younger than twenty-one (21) years of age to access, handle, or sell any product containing a hemp-derived cannabinoid on the premises of the retail establishment.

(c) A violation of this section is a Class A misdemeanor.

Credits

2023 Pub.Acts, c. 423, § 1, eff. July 1, 2023; 2025 Pub.Acts, c. 77, § 2, eff. July 1, 2025.

T. C. A. § 43-27-204, TN ST § 43-27-204

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Proposed Legislation

West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-205

§ 43-27-205. Department responsibilities

Currentness

(a) The department of agriculture is responsible for:

(1) Issuing licenses to suppliers and retailers under this part;

(2) Overseeing the manufacture and distribution of hemp-derived cannabinoid products by licensed suppliers, including ensuring compliance with labeling, product testing, and transportation requirements and conducting necessary inspections, prior to a product's delivery or sale to a retailer; and

(3) Conducting random, unannounced inspections at locations where hemp-derived cannabinoids and products containing hemp-derived cannabinoids are manufactured, distributed, or sold to ensure compliance with this part.

(b) The department of revenue:

<Subsec. (b)(1) is effective July 1, 2023, for purposes of requiring the department of revenue to ensure that retailers are in compliance with applicable tax provisions.>

(1) Is responsible for ensuring retailers are in compliance with this part and applicable tax provisions under title 67, including § 67-6-232;

(2) Shall enforce this part in a manner that may reasonably be expected to reduce the extent to which non-compliant hemp-derived cannabinoid products are sold and shall conduct random, unannounced inspections at retail locations where such products are sold to ensure compliance with this part. The department of revenue shall determine the frequency of random, unannounced inspections required under this subdivision (b)(2); and

(3) Is authorized to confiscate non-compliant hemp-derived cannabinoid products as contraband in the manner described in title 53, chapter 11. All products that the department of revenue confiscates under this subdivision (b)(3) are subject to seizure and forfeiture pursuant to § 53-11-451.

(c) Each department shall submit an annual report to the general assembly describing in detail the department's compliance and enforcement efforts under this part. The report must also be published and made available to the public on each department's website.

Credits

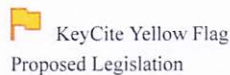
2023 Pub.Acts, c. 423, § 1, eff. July 1, 2023.

T. C. A. § 43-27-205, TN ST § 43-27-205

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West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-206

§ 43-27-206. Licensing

Currentness

(a) A person or entity that is in the business of manufacturing or selling products containing a hemp-derived cannabinoid in this state, including as a supplier or retailer, must obtain a license from the department of agriculture authorizing the person or entity to engage in that business prior to the commencement of business or by July 1, 2024, whichever is later.

(b)(1) In order to obtain and maintain a supplier or retailer license under subsection (a), a person must:

(A) Submit to the department of agriculture information prescribed by rules as necessary for the efficient enforcement of this part;

(B) Pay to the department of agriculture a fee of five hundred dollars (\$500) for supplier or two hundred fifty dollars (\$250) per retailer per location;

(C) Consent to reasonable inspection and sampling by the department of agriculture, or the department of revenue as applicable, of the person's inventory of products containing a hemp-derived cannabinoid; and

(D) Submit to a criminal history background check that includes fingerprint checks against state and federal criminal records maintained by the Tennessee bureau of investigation and the federal bureau of investigation.

(2) A person is not eligible to obtain or maintain a supplier or retailer license while serving a sentence for, or for ten (10) years following the date of conviction for, a drug-related felony offense in any state or federal jurisdiction.

(3)(A) A retail location that is within one thousand feet (1,000') of a private school, public school, or charter school that serves any grades from kindergarten through grade twelve (K-12) shall not sell products containing a hemp-derived cannabinoid, unless the applicant provides the department with documentation that establishes that products containing a hemp-derived cannabinoid were being offered for sale at retail at such location on December 31, 2023.

(B) The department shall accept business records, photographs, and video recordings as documentation for purposes of determining whether an applicant qualifies for the exception in subdivision (b)(3)(A).

(C) For the purposes of subdivision (b)(3)(A), measurements shall be made in a straight line in all directions, without regard to intervening structures or objects, from the nearest point on the property line of a parcel containing a retail establishment to the nearest point on the property line of a parcel containing a private school, public school, or charter school that serves any grades from kindergarten through grade twelve (K-12).

(c) A license issued pursuant to this section is valid for a period of one (1) year and may be renewed annually. The department of agriculture shall charge an annual renewal fee equal to the initial licensing fee.

(d) The department of agriculture is authorized to:

(1) Determine requirements for and issue licenses for the manufacture or sale of products containing a hemp-derived cannabinoid in this state; and

(2) Deny or revoke licenses and issue civil penalties in the following manner for each violation of this part, or a rule promulgated pursuant to this part, as follows:

(A) One thousand dollars (\$1,000) for a first violation;

(B) Two thousand five hundred dollars (\$2,500) for a second violation that occurs within two (2) years of the first violation;

(C) Five thousand dollars (\$5,000) for a third violation that occurs within two (2) years of the first violation;

(D) Revocation of the license for a fourth violation that occurs within two (2) years of the first violation; and

(E) Require retraining of all employees of the licensee under the supervision of the department in addition to the civil penalty imposed pursuant to subdivisions (d)(2)(A)-(C).

(e) The revenue collected from fees established under subdivision (b)(1)(B) must be deposited in the Tennessee agriculture regulatory fund, created by § 43-1-701, and used exclusively for the administration of this part.

Credits

2023 Pub.Acts, c. 423, § 1, eff. July 1, 2024.

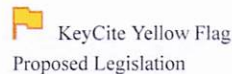
T. C. A. § 43-27-206, TN ST § 43-27-206

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West's Tennessee Code Annotated
Title 43. Agriculture and Horticulture
Chapter 27. Hemp
Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-207

§ 43-27-207. Testing of products and substances

Currentness

(a) Testing of products and substances must be conducted as follows:

(1) Full-panel testing on all active cannabinoid molecules must be conducted prior to final production of products containing a hemp-derived cannabinoid; and

(2) A potency test must be conducted on finished goods to confirm potency is consistent with stated potency on the packaging.

(b)(1) A supplier or retailer must contract with a third-party laboratory to provide the testing required by subsection (a).

(2) The department of agriculture is authorized to promulgate rules specifying which types of tests may be used to satisfy the requirements of subsection (a) and the qualifications for laboratories from which the department will accept test results.

(c) Each batch manufactured must undergo testing and obtain a certificate of analysis by a third-party laboratory qualified under subsection (b).

(d) The department of agriculture shall:

(1) Promulgate rules specifying pass/fail action levels for safety and toxicity with respect to the testing required by subsection (a);

(2) Maintain and post on its website a registry of testing laboratories that are qualified to test intermediate manufactured material and finished products containing a hemp-derived cannabinoid;

(3) Develop an application and process by which qualifying laboratories are listed on its website. The application submitted by a potentially qualifying laboratory must include a sample certificate of analysis issued by the applying laboratory; and

(4) Sample and analyze products containing a hemp-derived cannabinoid produced, distributed, or offered for sale in this state for cannabinoid concentrations, tested according to protocols prescribed by rule under this part. Departmental testing methods must employ liquid chromatography tandem mass spectrometry, in a manner similarly reliable to post-decarboxylation, to determine a cannabinoid profile of samples tested, including their THC concentrations.

Credits

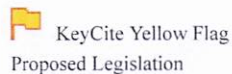
2023 Pub.Acts, c. 423, § 1, eff. July 1, 2024.

T. C. A. § 43-27-207, TN ST § 43-27-207

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West's Tennessee Code Annotated
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Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-208

§ 43-27-208. Required documentation when transporting

Currentness

(a) Except as provided in subsection (b), a person transporting products containing a hemp-derived cannabinoid into, within, or through this state shall carry:

(1) Documentation sufficient to prove that the products being shipped or transported:

(A) Were produced from hemp that was lawfully produced under a state or tribal hemp plan approved by the United States department of agriculture, under a hemp license issued by the United States department of agriculture, or otherwise in accordance with federal regulations through the state or territory of the Indian tribe, as applicable; and

(B) Do not exceed the cannabinoid limits for hemp-derived cannabinoids; and

(2) A bill of lading that includes:

(A) Name and address of the owner of the products;

(B) Point of origin;

(C) Point of delivery, including name and address;

(D) Kind and quantity of packages or, if in bulk, the total quantity of products in the shipment; and

(E) Date of shipment.

(b) Subsection (a) does not apply to a person in possession of products containing a hemp-derived cannabinoid that were purchased from a retailer that is licensed under this part.

Credits

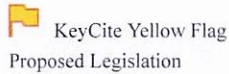
2023 Pub.Acts, c. 423, § 1, eff. July 1, 2024.

T. C. A. § 43-27-208, TN ST § 43-27-208

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West's Tennessee Code Annotated
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Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-209

§ 43-27-209. Packaging

Currentness

(a) A product containing a hemp-derived cannabinoid that is sold at retail must:

(1) Satisfy the child-resistant effectiveness standards under 16 CFR 1700.15(b)(1) when tested in accordance with the requirements of 16 CFR 1700.20; and

(2) Be labeled with:

(A) A list of ingredients and possible allergens and a nutritional fact panel;

(B) A warning statement concerning the risk of impairment from consumption of the product, keeping the product out of the reach of children, and other warning information as required by rule of the department of agriculture;

(C) If the product is ingestible, the amount of cannabinoid in each serving of the product, measured in milligrams;

(D) The total amount of hemp-derived cannabinoid in the entire package, measured in milligrams;

(E) The net weight of the product;

(F) A quick response (QR) code that can be scanned to access a website providing the product's batch number, date received, date of completion, method of analysis for the testing report required under § 43-27-207, including information regarding results of the product's full-panel and potency tests conducted pursuant to § 43-27-207(a); and

(G) An expiration date.

(b) A person who obtains a product containing a hemp-derived cannabinoid that is sold at retail shall store any unconsumed portion of the product in its original packaging. It is a Class C misdemeanor offense for a person to violate this subsection (b).

(c) A retailer or supplier of a product containing a hemp-derived cannabinoid shall not advertise, market, or offer for sale a product containing a hemp-derived cannabinoid by using, in the labeling or design of the product or product packaging or in advertising or marketing materials for the product trade dress, trademarks, branding, or other related imagery or scenery that depicts or signifies characters or symbols known to appeal primarily to persons under twenty-one (21) years of age, including, but not limited to, superheroes, comic book characters, video game characters, television show characters, movie characters, and unicorns or other mythical creatures.

(d) An ingestible product containing a hemp-derived cannabinoid shall not:

(1) Be sold in a serving that contains more than twenty-five (25) milligrams, in the aggregate, of one (1) or more hemp-derived cannabinoids; or

(2) Be formed into the shape of an animal or cartoon character.

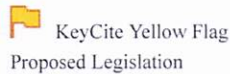
(e) The department of agriculture is authorized to promulgate rules for the packaging, labeling, and display of products containing a hemp-derived cannabinoid that are offered for sale in this state.

Credits

2023 Pub.Acts, c. 423, § 1, eff. July 1, 2024.

T. C. A. § 43-27-209, TN ST § 43-27-209

Current with effective legislation through the 2025 First Regular Session of the 114th Tennessee General Assembly. Some sections may be more current; see credits for details. Pursuant to §§ 1-1-110, 1-1-111, and 1-2-114, the Tennessee Code Commission certifies the final, official version of the Tennessee Code and, until then, may make editorial changes to the statutes. References to the updates made by the most recent legislative session should be to the Public Chapter and not to the T.C.A. until final revisions have been made to the text, numbering, and hierarchical headings on Westlaw to conform to the official text. Unless legislatively provided, section name lines are prepared by the publisher.



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Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-210

§ 43-27-210. Exemptions

Currentness

(a) This part does not permit a person to:

(1) Undertake any task under the influence of a hemp-derived cannabinoid when doing so would constitute negligence or professional malpractice; or

(2) Operate, navigate, or be in actual physical control of a motor vehicle, aircraft, motorized watercraft, or any other vehicle while under the influence of a hemp-derived cannabinoid.

(b) This part does not require:

(1) An employer to accommodate the use of a hemp-derived cannabinoid in a workplace or an employee working while under the influence of a hemp-derived cannabinoid;

(2) An individual or establishment in lawful possession of property to allow a guest, client, customer, or other visitor to use a hemp-derived cannabinoid on or in that property; or

(3) An individual or establishment in lawful possession of property to admit a guest, client, customer, or other visitor who is impaired as a result of the person's use of a hemp-derived cannabinoid.

(c) This part does not exempt a person from prosecution for a criminal offense related to impairment or intoxication resulting from use of a hemp-derived cannabinoid or relieve a person from any requirement under law to submit to a breath, blood, urine, or other test to detect the presence of a controlled substance.

(d) This part does not:

(1) Limit the ability of an employer to establish, continue, or enforce a drug-free workplace program or policy;

(2) Create a cause of action against an employer for wrongful discharge or discrimination; or

(3) Allow the possession, sale, manufacture, or distribution of any substance that is otherwise prohibited by title 39, chapter 17, part 4.

Credits

2023 Pub.Acts, c. 423, § 1, eff. July 1, 2024.

T. C. A. § 43-27-210, TN ST § 43-27-210

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Part 2. Products Containing Hemp--Derived Cannabinoid [Repealed]

T. C. A. § 43-27-211

§ 43-27-211. Rules

Currentness

The departments of agriculture and revenue are authorized to promulgate rules to effectuate this part in accordance with the Uniform Administrative Procedures Act, compiled in title 4, chapter 5.

Credits

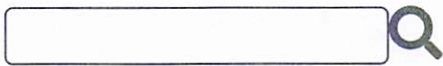
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TABC outlines hemp law changes for city leaders



Changes to Tennessee's hemp law have altered what hemp-based products can be sold, who can sell them, and switched licensing to control of the Tennessee Alcoholic Beverage Commission (TABC).

By KATE COIL

Following the Tennessee General Assembly's overhaul of the state's hemp regulations, officials are working to familiarize local leaders and law enforcement agencies in advance of the new law taking effect.

Russell F. Thomas, executive director of the Tennessee Alcoholic Beverage Commission (TABC), explained how the new law, Public Chapter 526, will impact the sale and distribution of hemp-derived cannabinoid (HDC) products, as well as well as new rules for licensing, regulation, and enforcement at TML's 85th Annual Conference in Chattanooga.

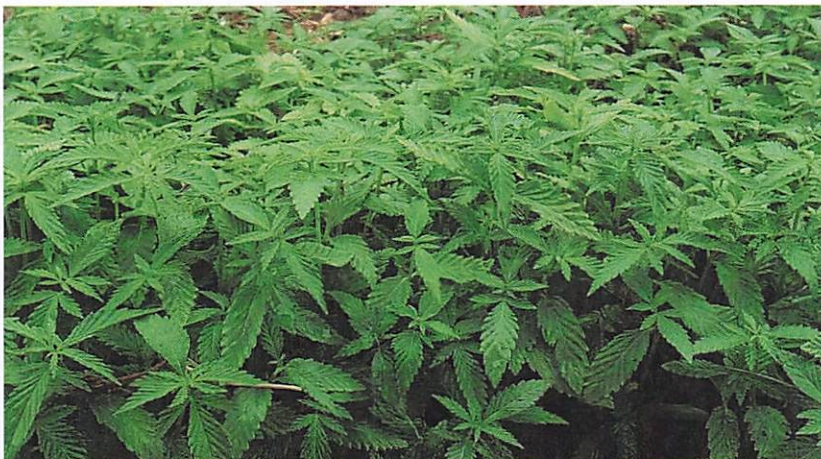


Russell F. Thomas
TABC Executive Director

"If your city has questions or headaches about these products showing up in your local stores, you are not alone," Thomas said. "We in Tennessee over the past few years have been through a patchwork of laws, definitions, new products coming up every day, and enforcement gaps. I am here to tell you today that the landscape is changing in Tennessee."

HOW WE GOT HERE

Hemp and marijuana both come from the cannabis plant. Thomas said tetrahydrocannabinol (THC) content determines whether something is classified as hemp or marijuana. The federal government has ruled that products with 0.3% or less THC are classified as hemp while anything above is marijuana.



"The big picture is that hemp is said to have less intoxicating effects than marijuana," Thomas said. "Once hemp became legal, chemists and manufacturers

The cannabis plant is the source of both hemp and marijuana. The amount of THC in the plant at the time of harvesting determines if it is classified as hemp or as marijuana.

realized they could extract or make a wide range of compounds from that plant. All those things

made from that hemp plant are in that category of hemp-derived cannabinoids. That broad category includes things like Delta-8, Delta-10, THCa, and THCP. Cannabidiol (CBD) is a non-intoxicating substance you will find in a lot of wellness products that became popular when some of these restrictions loosened. Delta-9 THC is the primary compound in marijuana.”

Thomas said changes in federal law, the evolution of the hemp industry, and scientific research led to the state revisiting its own laws surrounding hemp, particularly in the last decade. Many of these changes focused the use of hemp for industrial products, particularly with the passage of the federal 2018 Farm Bill and the resulting state legislation in 2019.

Since then, however, a wide variety of HDC products were developed and are now on store shelves. The state created a licensing system for suppliers and retailers in 2023 that sets safety and labeling standards, under the purview of the Tennessee Department of Agriculture (TDA). There were also several lawsuits that contributed to some of the changes to the law in the most recent legislative session.

NEW PROVISIONS

One of the major changes in the law was transferring licensing, regulation, and enforcement over hemp products from TDA to TABC, effective Jan. 1, 2026.

“We are now going to have a regulatory authority that understands intoxicating products and how to keep them in check,” Thomas said. “There will be fewer retailers after Jan. 1 than there are now. At present, these products are sold in a variety of convenience stores across the state. Unless they change their business model to 21 and up and get a retail license, they won’t be able to sell these products. We think that will have the practical effect of cutting down on the number of places that sell these products. The more places there are to police, the harder they are to police.”

The new law requires separate licensing for suppliers, wholesalers, and retailers of HDC products and prohibits the sale of products that exceed a THC

concentration of 0.3% on a dry weight basis.

The new law also limits the sale of HDC products to:

- Businesses holding a TABC retail package store license and a hemp retail license;
- Businesses holding a TABC on-premises consumption license and a hemp retail license; and
- Other establishments that restrict entry to persons 21 years of age or older and hold a hemp retail license.
- Establishments that hold a valid supplier or wholesaler hemp license and obtain a retail license for the same location, provided all statutory and regulatory conditions are met.



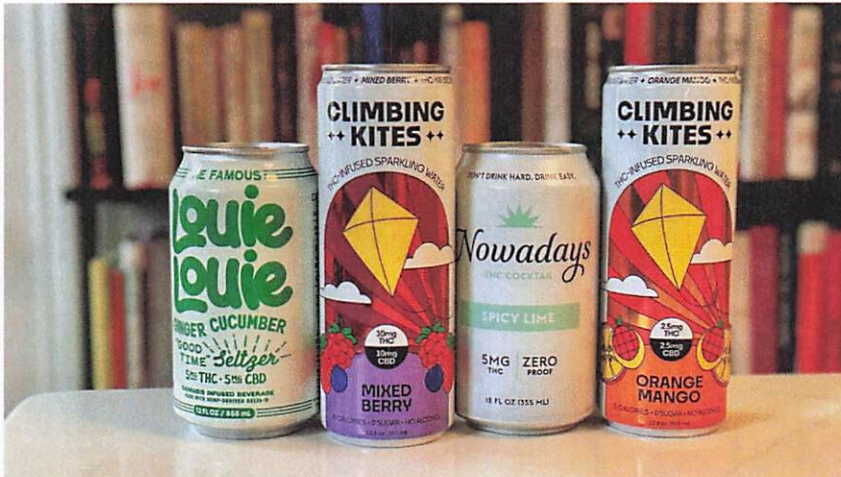
Among the new changes to Tennessee's hemp law include transferring of oversight from the Tennessee Department of Agriculture to the Tennessee Alcoholic Beverage Commission. Additionally, there are also new rules on licensing for suppliers, wholesales, and retailers.

As the new law takes effect in January, but previous licenses issued by the TDA do not expire until June 30, 2026, Thomas said there will be a transitional period for businesses that are already licensed.

To resolve debate over what products are legal in Tennessee, Thomas said the new law does specifically prohibit some products, including:

- Products containing Tetrahydrocannabinol acid (THCa) in a concentration exceeding 0.3% on a dry weight basis.
- All products containing Tetrahydrocannabiphorol (THCp) in any amount.
- Products that do not meet labeling requirements which include an ingredient list, batch number, mandatory warning statements, and a QR code linking to a valid Certificate of Analysis.

“Where it really comes into play with the THCa compound is that if you hold it in your hand or stick it in your mouth, it doesn’t get you high, but with a small amount of heat it can,” Thomas said. “People were buying it and rolling it into a joint, just like traditional marijuana, and when they lit it up, it was stronger than a joint you could buy on the street in the ‘60s and ‘70s.”



Thomas said that beverages are a fast-growing segment of the HDC market. However, not all hemp-based beverages provide the same amount of THC.

Russell said one point of major concern addressed by the new law were hemp-based beverages. Similar to the popular cocktails-in-a-can, these products could sometimes contain as much as 30 milligrams or more of THC, more than a dozen times the intoxicating content of a can of beer. Lawmakers set dosage limits both to regulate the strength of products on the market and because many hemp-based products do not take effect as quickly as alcohol.

“We know that one shot of vodka has more alcohol in it than one shot of beer because beer is lower in strength,” he said. “The legislature looked at that and set some

dosage limits. There are some studies that indicate only about 2.5 milligrams of THC in a drink is equivalent to the alcohol in a beer. They saw some of these drinks on the market that had 30 milligrams of THC or more.”

Another concern is that many HDC products do not take effect as quickly as alcohol or other intoxicants.

“There was a fear that someone would take one of these products with a super serving of THC and wouldn’t feel it for a while,” Thomas said. “So, they would take another one, and then another one, and then in 20 minutes they would be walking naked across the interstate.”

WHERE WE GO FROM HERE

As many in the hemp industry are not satisfied with the new law, Thomas said he anticipates there will be litigation in the future.

“I think the legislature has gone a long way to resolve many issues via statute, but you can’t stop somebody from running to the courthouse and filing a lawsuit,” he said. “Don’t be shocked if you see big headlines or think a court will side with them if you see someone has filed a lawsuit over this. A lot of those suits will probably be over THCa.”

While it did not pass in the previous legislative session, Thomas expects the General Assembly to revive a bill that would allow local government to set certain limits on HCD product retailers. There is another piece of legislation that may be revisited that would allow municipalities to create hemp boards, similar to the beer boards that already exist.

Ultimately, Thomas is optimistic that Tennessee has a comprehensive system in place to regulate hemp.

“We have clearer rules for what products can be sold,” Thomas said. “We have a consistent enforcement tool. When the system is up and running, it should mean we have fewer surprises for police and fewer lawsuits over this stuff. We are truly going to be in a much better place.”

2025 Tennessee Laws Pub. Ch. 526 (H.B. 1376)

TENNESSEE 2025 SESSION LAWS

2025 SESSION OF THE 114th GENERAL ASSEMBLY

Additions and deletions are not identified in this document.

Vetoed are indicated by ~~Text~~ ;

stricken material by ~~Text~~ .

Pub. Ch. 526

H.B. No. 1376

By Representatives Lamberth, Howell, Atchley, Davis, Powers, Sherrell, Leatherwood,
Mitchell, Hardaway, Gant, Hawk, Eldridge, Hale, Capley, Slater, White, Todd, Garrett

Substituted for: Senate Bill No. 1413

By Senators Briggs, Gardenhire

AN ACT to amend Tennessee Code Annotated, Title 39; Title 40; Title 43, Chapter 27; Title 53,
Chapter 11; Title 57 and Title 67, relative to the regulation of hemp-derived cannabinoid products.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

<< Repealed: TN ST §§ 43-27-201, 43-27-202, 43-27-203, 43-27-204, 43-27-
205, 43-27-206, 43-27-207, 43-27-208, 43-27-209, 43-27-210, 43-27-211 >>

SECTION 1. Tennessee Code Annotated, Title 43, Chapter 27, Part 2, is amended by deleting the part.

SECTION 2. Tennessee Code Annotated, Title 57, is amended by creating the following new chapter:

<< TN ST § 57-7-101 >>

§ 57-7-101. Purpose.

The purpose of this chapter is to regulate the sale and distribution of hemp-derived cannabinoid products. It is the intent of general assembly that the manufacture, sale, and distribution of hemp-derived cannabinoid products is strictly prohibited unless specifically provided for in this chapter. In acknowledging that the products regulated in this chapter may be intoxicating, the regulation and control of such products in this state are in the interest of public health and safety through ensuring proper age verification and the state's ability to efficiently enforce the requirements and restrictions contained in this chapter.

<< TN ST § 57-7-102 >>

§ 57-7-102. Chapter definitions.

As used in this chapter, unless the context otherwise requires:

(1) “Batch” means a single stock-keeping unit with common cannabinoid input or a hemp flower of the same varietal and harvested on the same date and manufactured during a defined cycle in such a way that it could be expected to be of a uniform character and should be designated as such;

(2) “Dry weight” means the weight of plant material with a moisture content that does not exceed thirteen percent (13%);

(3) “Hemp-derived cannabinoid”:

(A) Means:

(i) A cannabinoid other than delta-9 tetrahydrocannabinol, or an isomer derived from such cannabinoid, that is derived from hemp in a concentration of more than one-tenth of one percent (0.1%);

(ii) A hemp-derived product containing delta-9 tetrahydrocannabinol in a concentration of not more than three-tenths of one percent (0.3%) on a dry weight basis; or

(iii) A hemp-derived product containing a total THC content or a total theoretical THC content of not more than three-tenths of one percent (0.3%) on a dry weight basis;

(B) Includes, but is not limited to:

(i) Delta-8 tetrahydrocannabinol;

(ii) Delta-10 tetrahydrocannabinol;

(iii) Hexahydrocannabinol; and

(iv) Tetrahydrocannabivarin (THCv); and

(C) Does not include:

(i) Cannabichromene (CBC/CBCa/CBCv);

(ii) Cannabicitran (CBT/CBTa);

(iii) Cannabicyclol (CBL/CBLa);

(iv) Cannabidiol (CBD/CBDa/CBDv/CBDp);

(v) Cannabielsoin (CBE/CBEa);

(vi) Cannabigerol (CBG/CBGa/CBGv/CBGm);

(vii) Cannabinol (CBN/CBNa);

(viii) Cannabivarin (CBV/CBVa);

(ix) Hemp-derived feed products allowed under title 44, chapter 6;

(x) Hemp-derived fiber, grain, or stalk; provided, that the product does not contain a hemp-derived cannabinoid in a concentration of more than three-tenths of one percent (0.3%) on a dry weight basis;

(xi) Tetrahydrocannabinolic acid (THCa) in a concentration greater than three-tenths of one percent (0.3%) on a dry weight basis;

(xii) Tetrahydrocannabiphorol (THCp);

(xiii) A synthetic cannabinoid; or

(xiv) A substance that is categorized as a Schedule I controlled substance on or after July 1, 2023, including a substance that may be identified in subdivision (3)(B);

(4) “Hemp-derived cannabinoid product” or “HDCP”:

(A) Means a product that contains or that is labeled as containing a hemp-derived cannabinoid and that is produced, marketed, or otherwise intended to be ingested orally, inhaled, or absorbed through the skin, including hemp and hemp plant parts, and any product that may contain a hemp-derived cannabinoid that is extracted from hemp plants or hemp plant parts; and

(B) Includes:

(i) Intermediate products intended for subsequent use as a component in a later finished HDCP; and

(ii) Except as excluded under subdivision (3)(C)(x), harvested hemp and hemp plant parts, otherwise known as hemp flower;

(5) “Manufacture” means to compound, blend, extract, infuse, cook, or otherwise make or prepare HDCPs, including the processes of extraction, infusion, packaging, repackaging, labeling, and relabeling of HDCPs;

(6) “Proof of age” means a valid driver license or other government-issued identification card that contains a photograph of the person and confirms the person’s age as twenty-one (21) years of age or older;

(7) “Retailer” means a person or entity that sells, markets, or advertises as a seller, provides samples with or without a fee or charge, or otherwise distributes to the public, with or without compensation, HDCPs for consumption and not for resale;

(8) “Serving” means a quantity of an HDCP reasonably suitable for a single person’s daily use;

(9) “Supplier” means a person or entity that;

(A) Sells HDCPs to wholesalers licensed under this chapter for repackaging and for resale, but not for consumption;

(B) Manufactures hemp-derived cannabinoids or HDCPs; or

(C) Contracts for the manufacture of hemp-derived cannabinoids or HDCPs, whether located inside or outside of this state, and that sells finished, packaged HDCPs to wholesalers licensed under this chapter for resale and not for consumption;

(10) “Synthetic cannabinoid” means a substance with an identical or substantially similar chemical structure to or the pharmacological activity of a cannabinoid, but that is not extracted from hemp or hemp plant parts or derived from hemp or hemp plant parts;

(11) “Tetrahydrocannabinolic acid” or “THCa” is the precursor of delta-9 THC;

(12) “THC” means a tetrahydrocannabinol, tetrahydrocannabinolic acid, a THC component, or any derivative thereof;

(13) “THC component” means a naturally occurring cannabinoid component of industrial hemp or hemp;

(14) “Total THC” means a hemp-derived cannabinoid or a combination of tetrahydrocannabinol, tetrahydrocannabinolic acid, a THC component, or a derivative thereof;

(15) “Total theoretical tetrahydrocannabinol content” or “total theoretical THC content” is the maximum amount of possible delta-9 tetrahydrocannabinol if total conversion were to occur, calculated as the sum of the concentration of delta-9 tetrahydrocannabinol added to the amount of tetrahydrocannabinolic acid after such amount is multiplied by eight hundred seventy-seven thousandths (0.877) on a dry weight basis and reported to two (2) significant figures, and expressed in a mathematical formula as follows:

Total theoretical THC = $([\text{delta 9 THC}] + ([\text{THCa}] \times 0.877))$; and

(16) “Wholesaler” means a person or entity that purchases finished and packaged for consumption HDCPs, not considered intermediate products still in the pre-packaging stage, from suppliers licensed under this chapter, or from other wholesalers licensed under this chapter, and that sells HDCPs for resale and not for consumption.

<< TN ST § 57–7–103 >>

§ 57–7–103. License required for manufacturing, producing, or selling hemp-derived cannabinoid products — Offenses and penalties.

(a)(1) It is an offense for a person or entity to engage in the business of manufacturing, the wholesale distribution of, or selling HDCPs in this state without a valid license required by this chapter.

(2) An HDCP that is manufactured, produced, wholesaled, sold, or offered for sale in violation of subdivision (a)(1) is subject to seizure in the same manner as beer pursuant to chapter 5, part 4 of this title.

(b)(1) It is an offense to knowingly sell or distribute an HDCP without having first obtained proof of age from the purchaser or recipient.

(2) It is an offense for a person to knowingly sell or distribute an HDCP to a person who is under twenty-one (21) years of age or to purchase an HDCP on behalf of a person who is under twenty-one (21) years of age.

(3) It is an offense for a person to knowingly assist a person who is under twenty-one (21) years of age to purchase, acquire, receive, or attempt to purchase an HDCP.

(4) It is an offense for a person who is under twenty-one (21) years of age to knowingly purchase, possess, or accept receipt of an HDCP or to knowingly present purported proof of age that is false, fraudulent, or not actually that person's proof of age for the purpose of purchasing or receiving an HDCP.

(5) For purposes of enforcing this chapter, this subsection (b) does not preclude commission or law enforcement efforts involving:

(A) The use of a minor if the minor's parent or legal guardian has consented to assisting the commission or law enforcement; or

(B) The use of a person under twenty-one (21) years of age who is not a minor if the individual has consented to assisting the commission or law enforcement.

(6) It is an offense to knowingly distribute samples of HDCPs in or on a public street, sidewalk, or park.

(7) It is an offense for a supplier, wholesaler, or retailer to knowingly employ a person under eighteen (18) years of age for the physical manufacture, storage, sale, or distribution of HDCPs, or to knowingly permit any such underage person on the premises of its place of business to engage in the manufacture, storage, sale, or distribution of HDCPs.

(c) A violation of this section is a Class A misdemeanor.

(d) Notwithstanding this chapter to the contrary and except as provided in § 57-7-105, state and local law enforcement officers have concurrent jurisdiction with the commission to enforce violations of this section and § 57-7-104.

<< TN ST § 57-7-104 >>

§ 57-7-104. Maintenance of hemp-derived cannabinoid products in retail establishments — Violations.

(a) As used in this section, “barrier” means the point of purchase having an actual physical separation between HDCPs on display and the consumer at a retail establishment or another designated area of the retail establishment that is inaccessible to the consumer and that requires assistance from a retail clerk in order to access and purchase HDCPs.

(b) HDCPs may be sold at retail in the following locations:

(1) An establishment that limits entry into the premises to individuals who are twenty-one (21) years of age or older;

(2) An establishment that holds a valid license issued by the commission pursuant to § 57-4-102 or § 57-4-201. An establishment that qualifies under this subdivision (b)(2) may only sell HDCPs in a quantity and manner intended for on-premise consumption while present at the establishment in accordance with rules of the commission and subject to state and local laws restricting the use of vape cartridges or hemp or hemp flower in establishments and public places;

(3) An establishment that holds a valid license issued by the commission pursuant to § 57-3-204; or

(4) An establishment owned or leased by a licensee that holds a valid supplier license, wholesale license, and retail license for the same location where HDCPs will be manufactured and sold at retail, or an establishment owned or leased by a licensee that holds a valid supplier license and retail license for the same location where HDCPs will be manufactured and sold, and that has contracted with a wholesale licensee for remitting the tax levied under § 57-7-108 and for the wholesale distribution of the supplier's products. For the products that are manufactured on the supplier's licensed premises and that are sold at retail on the supplier's licensed premises, if all requirements of this section have been met, a supplier is not required to have the products that it manufactures and sells at retail on its licensed premises warehoused by the supplier's contracted wholesale licensee.

(c) Signage must be displayed in all areas where HDCPs are displayed, in a manner to be determined by the commission, clearly advising and warning the consumer that the HDCPs on display may have intoxicating effects and cause impairment. HDCPs may only be displayed in an area of the retail establishment that is constantly visible to a retail licensee employee. An HDCP in this state must not be dispensed by or sold via the use of a self-checkout retail system or vending machine.

(d) An HDCP must be maintained by a retailer behind a barrier unless the HDCP is a hemp-derived cannabinoid beverage product having a minimum container size of twelve (12) fluid ounces or unless the retailer is licensed pursuant to subdivision (b)(1).

(e) A violation of this section is a Class A misdemeanor.

<< TN ST § 57-7-105 >>

§ 57-7-105. Responsibilities of the commission — Responsibilities of the department of revenue — Annual reports.

(a) The commission shall:

- (1) Issue licenses to suppliers, wholesalers, and retailers under this chapter;
- (2) Oversee the manufacture of HDCPs by licensed suppliers and the distribution of HDCPs by licensed wholesalers, including ensuring compliance with labeling, product testing, and transportation requirements, and conducting necessary inspections of HDCPs and HDCP proof of compliance documentation at the facility of licensed wholesalers in a frequency and in a manner to be determined by the commission, prior to the delivery or sale of HDCPs to a retailer;
- (3) Oversee the retail sale of HDCPs by licensed retailers to ensure compliance with this chapter;
- (4) Enforce this chapter in a manner that may reasonably be expected to reduce the extent to which noncompliant HDCPs are sold and conducting random, unannounced inspections at locations where HDCPs are manufactured, stored for wholesale distribution, and sold at retail to ensure compliance with this chapter in furtherance of protecting the health and safety of the public. The commission shall determine the frequency of random, unannounced inspections required under this subdivision (a)(4); and
- (5) Hire a sufficient number of employees, as determined by the commission, to oversee the day to day operations and management of the supervision and enforcement of this chapter and the rules of the commission. The commission shall establish the salaries of the employees hired under this subdivision (a)(5) and such employees serve at the pleasure of the commission.

(b) The department of revenue:

- (1) Shall ensure wholesalers and retailers are in compliance with § 57-7-108 and other provisions of this chapter, as applicable;
 - (2) Shall, in conjunction with the commission, enforce this chapter in a manner that may reasonably be expected to reduce the extent to which noncompliant HDCPs are sold and shall conduct random, unannounced inspections at wholesale locations where HDCPs are stored for distribution and retail locations where such products are sold to ensure compliance with this chapter. The department of revenue shall determine the frequency of random, unannounced inspections required under this subdivision (b)(2); and
 - (3) May, in conjunction with the commission, confiscate noncompliant HDCPs as contraband in the manner described in title 57, chapter 5, part 4. All products that the department of revenue confiscates under this subdivision (b)(3) are subject to seizure and forfeiture in the same manner prescribed for beer in §§ 57-5-409 and 57-5-410.
- (c) The commission and department of revenue shall submit an annual report to the general assembly describing in detail the commission's and department's compliance and enforcement efforts under this chapter. The report must also be published and made available to the public on the commission's and department's websites, respectively. The report must be submitted and published no later than July 1, 2027, and each July 1 thereafter.

<< TN ST § 57-7-106 >>

§ 57-7-106. License to produce or sell cannabinoid products — License requirements — Prohibited retail locations — Authority of the commission.

(a) A person or entity that is in the business of manufacturing, distributing, or selling HDCPs in this state, including as a supplier, wholesaler, or retailer, must obtain a license from the commission authorizing the person or entity to engage in that business prior to the commencement of business. If a person or entity holds multiple licenses under this chapter, the person or entity shall maintain the business conducted under each license on a separately designated premises or area or in wholly separate facilities in a manner to be determined by the commission by rule.

(b)(1) In order to obtain and maintain a supplier or retailer license under subsection (a), a person or entity must:

(A) Submit to the commission information promulgated by rules as necessary for the efficient enforcement of this chapter;

(B) Pay to the commission:

(i) A non-refundable application fee of five hundred dollars (\$500) per application; and

(ii) Upon approval, an annual license fee of:

(a) For a retailer, one thousand dollars (\$1,000), and an additional annual license fee of one thousand dollars (\$1,000) for each additional location in this state; and

(b) For a supplier, two thousand five hundred dollars (\$2,500), and an additional annual license fee of two thousand five hundred dollars (\$2,500) for each additional location in this state;

(C) Consent to reasonable inspection by the commission and department of revenue, and sampling and testing by the commission, as applicable, of the person's inventory of HDCPs;

(D) Submit to a criminal history background check that includes fingerprint checks against state and federal criminal records maintained by the Tennessee bureau of investigation and the federal bureau of investigation; and

(E) If the supplier is located out of state, remain in compliance with the applicable governing laws, rules, and regulations of the jurisdiction where the supplier is located.

(2) A person is not eligible to hold a direct or indirect interest in a supplier or retailer license while serving a sentence for, or for ten (10) years following the date of conviction of, a drug-related felony offense in any state, territory of the United States, or federal jurisdiction.

(3)(A) An applicant for a license as a retailer with a proposed retail location that is within one thousand feet (1,000') of a private school, public school, or charter school that serves any grade from kindergarten through grade twelve (K–12) shall not sell HDCPs at such location unless the applicant provides the commission with documentation that establishes that HDCPs were being offered for sale at retail at such location on December 31, 2023.

(B) The commission shall accept business records, photographs, and video recordings as documentation for purposes of determining whether an applicant qualifies for the exception in subdivision (b)(3)(A).

(C) For the purposes of subdivision (b)(3)(A), measurements must be made in a straight line in all directions, without regard to intervening structures or objects, from the nearest exterior wall of the proposed licensed establishment to the nearest exterior wall of a building containing a private school, public school, or charter school that serves any grade from kindergarten through grade twelve (K–12).

(4) The shipping of HDCPs directly to a retail licensee in this state or directly to a consumer in this state is strictly prohibited.

(5) All sales of HDCPs and transfers of product from a retailer to consumer must take place at a licensed retail location in a face-to-face transaction. The delivery of HDCPs to consumers, directly or indirectly, is strictly prohibited.

(c) A supplier or retailer license issued pursuant to this section is valid for a period of one (1) year and may be renewed annually. The commission shall charge an annual renewal fee equal to the initial licensing fee.

(d) The commission may:

(1) Determine requirements for and issue licenses for the manufacture or sale of HDCPs in this state; and

(2) Deny or revoke supplier or retailer licenses and issue civil penalties in the following manner for each violation of this chapter, or a rule promulgated pursuant to this chapter:

(A) One thousand dollars (\$1,000) for a first violation;

(B) Two thousand five hundred dollars (\$2,500) for a second violation that occurs within two (2) years of the first violation;

(C) Five thousand dollars (\$5,000) for a third violation that occurs within two (2) years of the first violation;

(D) Revocation of the license for a fourth violation that occurs within two (2) years of the first violation; and

(E) Require retraining of all employees of the licensee under the supervision of the commission in addition to the civil penalties imposed pursuant to subdivisions (d)(2)(A)–(C).

(e) The revenue collected from fees established under subdivision (b)(1)(B) must be deposited with the state treasurer to be earmarked for and allocated to the commission and used exclusively for the administration of this title.

(f)(1) in order to obtain and maintain a wholesaler license under subsection (a), a person or entity shall:

(A) Submit to the commission information included in this subsection (f) and as promulgated by rule of the commission pertaining to warehouse location, security measures, and as necessary for the efficient enforcement of this chapter, including, but not limited to:

(i) Name of the applicant;

(ii) Date of birth of each applicant, or each owner of the applicant, if the applicant is a legal entity;

(iii) Proof of registration or incorporation in this state for an applicant that is a legal business entity authorized to engage in business in this state;

(iv) Contact information for each applicant, including the name of the person legally responsible for each applicant's operations, telephone number, email address, and address of principal place of business;

(v) Address of location to be licensed;

(vi) A detailed description of the square footage and dimensions of the warehouse space, including a description of how the product will be received, inventoried, stored, and packaged, as applicable;

(vii) A detailed description of how records will be stored and kept in a secure manner, and how the applicant will conduct its review of all aspects of the compliance requirements contained in this chapter and as set forth by the commission as it pertains to HDCPs;

(viii) Designation, if applicable, of each authorized representative of the applicant; and

(ix) Other information as required by the commission;

(B) Pay to the commission:

(x) A nonrefundable application fee of five hundred dollars (\$500) per application; and

(xi) Upon approval, an annual license fee of five thousand dollars (\$5,000) per application, per warehouse location;

(C) Consent to reasonable inspection and sampling by the commission or the department of revenue, as applicable, of the person's inventory of HDCPs;

(D) With respect to the person legally responsible for the management of the applicant's operations, submit to a criminal history background check that includes fingerprint checks against state and federal criminal records maintained by the Tennessee bureau of investigation and the federal bureau of investigation; and

(E) Submit proof of the following:

(i) The applicant has secured or is readily able to secure a warehouse located in this state, which meets all local requirements for the applicant's specific use of the property, with a minimum size and dedicated area of one thousand square feet (1,000 sq. ft.) that is not also being used for the cultivation, manufacture, laboratory testing, or the retail sale of hemp, hemp-derived products other than HDCPs, or HDCPs. Other products regulated by the commission or by the applicable local beer board may be stored in the same areas as HDCPs; provided, that all required federal, state, and local licenses, permits, and other requirements are satisfied for the storage of such products;

(ii) Certificate of occupancy or other proof of approval from the local jurisdiction for the applicant's intended use;

(iii) Detailed business plan, including details pertaining to the applicant's investment in the business and the capital required to start the business; and

(iv) Proof that the applicant possesses the financial capacity necessary to engage in the warehousing and distribution of HDCPs in a manner to be determined by the commission, documenting access to a minimum of seven hundred fifty thousand dollars (\$750,000), that must be proven by providing:

(a) Documentation of a bond or line of credit;

(b) Documentation of certified business or personal financial statements, and checking or savings bank statements or statements from money market or brokerage accounts; provided, that funds are readily convertible to cash; or

(c) If an applicant has obtained a loan as proof of financial capacity under subdivision (f)(1)(E)(iv):

(1) Proof of the loan approval from a bank or another insured depository institution or lender deemed acceptable by the commission; or

(2) Proof of the loan approval from a private lender via executed loan documents and sufficient proof of funds in a manner to be determined by the commission; provided, that the private lender and its individual owners or principals must be disclosed in the application as an owner of the applicant.

(2) A person is not eligible to hold a direct or indirect interest in a wholesaler license while serving a sentence for, or for ten (10) years following the date of conviction of, a drug-related felony offense in any state, territory of the United States, or federal jurisdiction.

(3) A wholesaler license issued pursuant to this section is valid for a period of one (1) year and may be renewed annually. The commission shall charge an annual renewal fee equal to the initial licensing fee, unless otherwise determined by the commission.

- (4) Wholesaler licensees must receive preapproval from the commission for any changes in ownership, control, or otherwise of the legal entity of the license holder.
- (5) Wholesaler licensees shall notify the commission of any changes to the contents of their application on file and that do not otherwise require preapproval, as determined by the commission, within thirty (30) days after the change takes place, including any change of contact information or changes to the warehouse premises.
- (6) The commission may deny the issuance or renewal of an application for a wholesaler license for an applicant that has not fully complied with this section.
- (7) Persons who warehouse and distribute HDCPs are subject to all rules of the commission applicable to the type of product sold, including, but not limited to, all applicable federal and state laws, rules, and regulations. HDCPs are excluded from all regulatory exemptions, including, but not limited to, those exemptions prescribed by § 53–1–118.
- (8) The revenue collected from fees established under this subsection (f) must be deposited with the state treasurer to be earmarked for and allocated to the commission and used exclusively for the administration of this title.
- (9) A wholesaler that violates a provision of this chapter is subject to the same penalties as a supplier or retailer under subdivision (d)(2).
- (g) Supplier, wholesaler, and retailer licenses issued under this section are not transferable from person to person or location to location.
- (h) A supplier, wholesaler, and retailer license issued under this section expires in accordance with rules promulgated by the commission establishing a schedule for licensure expiration. An applicant for renewal must submit with the application for renewal the annual license fee, an updated identity history summary, and any other information required by the commission by rule, as applicable.

<< TN ST § 57–7–107 >>

§ 57–7–107. Product testing requirements — Commission maintenance of list of qualified testing laboratories.

- (a) Testing of products and substances must be conducted as follows:

- (1) Full-panel testing on all active cannabinoid molecules must be conducted prior to final production of HDCPs; and
 - (2) A potency test must be conducted on finished goods to confirm potency is consistent with stated potency on the packaging.
- (b)(1) A supplier must contract with a third-party laboratory to provide the testing required by subsection (a). Such laboratory may be located within or outside of this state; provided, that the laboratory is certified for testing by the commission.
 - (2) A supplier shall certify to the commission that all HDCPs provided by the supplier are in compliance with all requirements of this chapter. The manner of certification may be established by rule of the commission.
 - (3) The commission is authorized to promulgate rules specifying which types of tests may be used to satisfy the requirements of subsection (a) and the qualifications for laboratories from which the commission will accept test results.

(c) Each batch manufactured must undergo testing and obtain a certificate of analysis by a third-party laboratory qualified under subsection (b).

(d) The commission shall:

(1) Promulgate rules specifying pass and fail action levels for safety and toxicity with respect to the testing required by subsection (a);

(2) Maintain and post on its website a registry of testing laboratories that are qualified to test intermediate manufactured material and finished HDCPs;

(3) Develop an application and process by which qualifying laboratories are listed on the commission's website. The application submitted by a potentially qualifying laboratory must include a sample certificate of analysis issued by the applying laboratory; and

(4) Sample and analyze HDCPs produced, distributed, and offered for sale in this state for cannabinoid concentrations, tested according to protocols promulgated by rule of the commission. Commission testing must be conducted by post-decarboxylation to determine a cannabinoid profile of samples tested, including their THC concentrations. As used in this subdivision (d)(4), "post-decarboxylation" means the quantification by percentage of the resulting tetrahydrocannabinol of a sample if carboxyl groups are removed from all molecules containing tetrahydrocannabinol within the sample.

<< TN ST § 57–7–108 >>

§ 57–7–108. Wholesale tax levy—Enforcement—Disposition of collections.

(a)(1) Except as provided in subdivision (a)(2), there is imposed a tax upon the sale of HDCPs at wholesale in the amount of two cents (20) per milligram of hemp-derived cannabinoid in each HDCP sold at wholesale in this state based upon the most recent HDCP lab test results provided to the wholesaler by the supplier pursuant to § 57–7–107(a)(2).

(2)(A) There is imposed a tax upon the sale of HDCPs at wholesale in the form of hemp plant parts or hemp flower in the amount of fifty dollars (\$50.00) per one (1) ounce of weight.

(B) There is imposed a tax upon the sale of HDCPs at wholesale in liquid form in the amount of four dollars and forty cents (\$4.40) per gallon of liquid HDCP, or at a proportional rate if the liquid HDCP is sold or distributed in a container in which the volume is not measured by gallonage.

(b) The tax imposed under subdivisions (a)(1) and (2) must be paid monthly by the wholesaler upon the amount of milligrams of hemp-derived cannabinoid or weight of hemp plant parts or hemp flower, as applicable, sold by the wholesaler during the preceding month to the department of revenue.

(c) For the purpose of enforcing this chapter and ascertaining the amount of tax due under this section, each wholesaler shall, on or before the twentieth day of each month, file a report with the commissioner upon forms prescribed, prepared, and furnished by the commissioner showing information relative to sales and disposition of all HDCPs for the preceding calendar month and such other related information as the commissioner may require.

(d) All moneys collected under this section must be turned over to the state treasurer for deposit. Eighty percent (80%) must be deposited into the state general fund. Ten percent (10%) must be deposited into a special account in the state general fund to be appropriated for use by the commission. Of such amount allocated to the commission, at least fifty percent (50%) must be used for the administration and enforcement of this chapter, and not more than fifty percent (50%) may be used for the

administration and enforcement of this title. Ten percent (10%) must be deposited into a special account in the state general fund to be appropriated for use by the department of revenue in the administration and enforcement of this chapter. Unused funds remaining in the special accounts for use by the commission and department at the end of the fiscal year must revert to the state general fund.

<< TN ST § 57–7–109 >>

§ 57–7–109. Transportation of hemp-derived cannabinoid products — Required documentation — Exceptions.

(a) Except as provided in subsection (b), a person transporting HDCPs into, within, or through this state shall carry:

(1) Documentation sufficient to prove that the products being shipped or transported:

(A) Were produced from hemp that was lawfully produced under a state or tribal hemp plan approved by the United States department of agriculture, under a hemp license issued by the United States department of agriculture, or otherwise in accordance with federal regulations through the state or territory of the Indian tribe, as applicable; and

(B) Do not exceed the cannabinoid limits for hemp-derived cannabinoids; and

(2) A bill of lading that includes:

(A) Name and address of the owner of the products;

(B) Point of origin;

(C) Point of delivery, including name and address;

(D) Kind and quantity of packages or, if in bulk, the total quantity of products in the shipment; and

(E) Date of shipment.

(b) Subsection (a) does not apply to a person in possession of HDCPs that were purchased from a retailer that is licensed under this chapter.

<< TN ST § 57–7–110 >>

§ 57–7–110. Safety requirements for hemp-derived cannabinoid products — Proper storage by consumer — Prohibited advertising.

(a)(1) Except as provided in subdivisions (a)(2)–(5), an HDCP that is sold at retail must:

(A) Satisfy the child-resistant effectiveness standards under 16 CFR 1700.15(b)(1) when tested in accordance with the requirements of 16 CFR 1700.20;

(B) Be packaged in a single package or container that contains no more than the milligram equivalent of twenty (20) servings, or three hundred (300) milligrams of hemp-derived cannabinoids, in the aggregate, in a manner to be determined by the commission by rule; and

(C) Be labeled with:

(i) A list of ingredients and possible allergens and a nutritional fact panel;

- (ii) A conspicuous warning statement having a minimum font size of eleven-point font concerning the risk of impairment from consumption of the product, keeping the product out of the reach of children, and other warning information as required by rule of the commission;
- (iii) If the product is ingestible or inhalable in cartridge form, the amount of hemp-derived cannabinoid in each serving of the product, measured in milligrams;
- (iv) The total amount of hemp-derived cannabinoid in the entire package, measured in milligrams;
- (v) The net weight of the product;
- (vi) A quick response (QR) code that can be scanned to access a website providing the product's batch number, date received, date of testing completion, and method of analysis for the testing report required under § 57-7-107, including information regarding results of the product's full-panel and potency tests conducted pursuant to § 57-7-107(a);
- (vii) An expiration date; and
- (viii) For hemp plant parts or hemp flower, the percentages and identity of each hemp-derived cannabinoid present in the HDCP.

(2) For HDCP beverage products, if the HDCP:

- (A) Is a beverage product other than such product described in subdivision (a)(2)(B), the container must utilize a traditional pull-tab, an aluminum can device currently approved for soft drinks and malt beverages, or a screw-top or cork-style cap used for containers of wine and other alcoholic beverage products; or
- (B) Is in a container with a volume equal to or less than seven hundred fifty milliliters (750 ml) and contains more than one (1) serving, the container must be resealable in a manner to support multi-day use,

(3) For HDCPs in cartridge form, the HDCP must be packaged in a single cartridge that contains not more than forty (40) servings, not to exceed five hundred (500) milligrams per cartridge.

(4) For hemp plant parts and hemp flower, the HDCP must be packaged in a single package or container that contains not more than one-half (0.5) of an ounce by weight of HDCP, regardless of the milligram content of hemp-derived cannabinoids in such hemp plant parts or hemp flower.

(5) For HDCPs in the form of a smokeless pouch that contains a hemp-derived cannabinoid for ingestion or absorption, be sold in a single container or tin that contains no more than fifteen (15) pouches, and no more than six (6) milligrams of hemp-derived cannabinoids per pouch.

(b) A person who obtains an HDCP that is sold at retail shall store any unconsumed portion of the product in its original packaging. It is a Class C misdemeanor offense for a person to violate this subsection (b).

(c) A retailer or supplier of an HDCP shall not advertise, market, or offer for sale an HDCP by using, depicting, or signifying, in the labeling or design of the product or product packaging, or in advertising or marketing materials for the product, trade dress, trademarks, branding, or other related product imagery or scenery, characters, or symbols known to appeal primarily to persons under twenty-one (21) years of age, including, but not limited to, superheroes, comic book characters, video game characters, television show characters, movie characters, or unicorns or other mythical creatures.

(d) An HDCP mixed or infused with, or otherwise used as an ingredient in, beer or alcoholic beverages, must not be manufactured, sold, provided, or served to a consumer in this state and is otherwise strictly prohibited.

(e) An HDCP must not be labeled or otherwise marketed to make any health-related claims, including, but not limited to, claims pertaining to diagnoses, cures, or mitigation or treatment of any human disease or other condition.

(f) Except as provided in subdivisions (a)(2)–(5), an ingestible HDCP containing a hemp-derived cannabinoid must not:

(1) Be sold in a serving that contains more than fifteen (15) milligrams, in the aggregate, of one (1) or more hemp-derived cannabinoids;

(2) If the HDCP is a hemp-derived cannabinoid beverage product, be sold:

(A) Except as provided in this subdivision (f)(2), in a container that contains more than two (2) servings;

(B) In a container with a volume greater than seven hundred fifty milliliters (750 ml), unless the container is a standard fifteen- and one-half gallon (15.5 gal.) keg container or a seven- and three-fourths gallon (7.75 gal.) keg container of HDCP beverage product for wholesale sale to a retail licensee only for retail sale in single servings by the glass; or

(C) In a concentration greater than fifteen (15) milligrams of one (1) or more hemp-derived cannabinoids per serving, with the maximum amount of milligrams of hemp-derived cannabinoids per container calculated by multiplying the standard number of servings per type of container by fifteen (15) milligrams; or

(3) Be formed into the shape of an animal or cartoon character.

(g) The commission may promulgate rules for the packaging, labeling, and display of HDCPs that are offered for sale in this state.

<< TN ST § 57–7–111 >>

§ 57–7–111. Limitations on right to use hemp-derived cannabinoid — Rights of others.

(a) This chapter does not permit a person to:

(1) Undertake any task under the influence of a hemp-derived cannabinoid or HDCP when doing so would constitute negligence or professional malpractice; or

(2) Operate, navigate, or be in actual physical control of a motor vehicle, aircraft, motorized watercraft, or any other vehicle while under the influence of a hemp-derived cannabinoid or HDCP.

(b) This chapter does not require:

(1) An employer to accommodate the use of hemp-derived cannabinoids or HDCPs in a workplace or an employee working while under the influence of a hemp-derived cannabinoid or an HDCP;

(2) An individual or establishment in lawful possession of property to allow a guest, client, customer, or other visitor to use a hemp-derived cannabinoid or HDCP on or in that property; or

(3) An individual or establishment in lawful possession of property to admit a guest, client, customer, or other visitor who is visibly impaired as a result of the person's use of a hemp-derived cannabinoid or HDCP.

(c) This chapter does not exempt a person from prosecution for a criminal offense related to impairment or intoxication resulting from use of a hemp-derived cannabinoid or HDCP or relieve a person from any requirement under law to submit to a breath, blood, urine, or other test to detect the presence of a controlled substance.

(d) This chapter does not:

(1) Limit the ability of an employer to establish, continue, or enforce a drug-free workplace program or policy;

(2) Create a cause of action against an employer for wrongful discharge or discrimination; or

(3) Allow the possession, sale, manufacture, or distribution of any substance that is otherwise prohibited by title 39, chapter 17, part 4.

<< TN ST § 57–7–112 >>

§ 57–7–112. Registration requirements for brands—Fees.

(a) As used in this section, “brand” means each category and type of HDCP, as distinguishable to a consumer by supplier, name or trademark, brand or product line name or trademark, delivery system, or another distinction between HDCPs as promulgated by rule of the department of revenue or commission.

(b) Each brand of HDCPs, distinguishable by category, type, and delivery system, must be separately registered with the department of revenue.

(c)(1) A supplier shall not deliver any HDCPs to a wholesaler for distribution in this state unless each HDCP brand is registered by the supplier with the department of revenue.

(2) A wholesaler or retailer shall not place an order for, receive, accept, or offer for sale an HDCP unless the HDCP brand is registered with the department of revenue.

(d) The department of revenue shall prescribe a form for registering an HDCP brand with the department, which must include each wholesaler authorized to distribute the HDCP in this state and each county in this state in which the product is being sold at retail. The department may require a supplier to include with its submission of the registration form any supporting documents as deemed necessary by the department for registration of an HDCP brand.

(e) The department of revenue shall collect from the supplier an annual brand registration fee of three hundred dollars (\$300) per HDCP brand registered with the department.

<< TN ST § 57–7–113 >>

§ 57–7–113. Direct-to-consumer shipping and delivery services unlawful.

(a) It is unlawful for a person or entity:

(1) To ship an HDCP directly to a consumer in this state; or

(2) To utilize a delivery service to deliver an HDCP to a consumer.

(b) A person or entity that violates subsection (a) is subject to a civil penalty levied by the commission of:

- (1) One thousand dollars (\$1,000) for a first offense;
- (2) Five thousand dollars (\$5,000) for a second offense; and
- (3) Ten thousand dollars (\$10,000) for a third or subsequent offense.

(c) This section does not prohibit a person or entity with a license issued under this chapter from shipping an HDCP outside of this state if such shipping of HDCPs is lawful in the jurisdiction in which the shipment is received.

<< TN ST § 57-7-114 >>

§ 57-7-114. Unlawful to manufacture, cultivate, produce, or sell certain cannabinoids.

(a) It is an offense to manufacture, cultivate, produce, or sell in this state:

- (1) Hemp, harvested hemp, hemp plant parts, HDCPs, or another product that contains a total THC content, or a total theoretical THC content, in excess of three-tenths of one percent (0.3%) on a dry weight basis;
- (2) A synthetic cannabinoid, or an HDCP or any other product, which contains a synthetic cannabinoid; or
- (3) A derivative of hemp or an HDCP that contains tetrahydrocannabinol (THCp).

(b) A person who violates subsection (a) commits a Class A misdemeanor.

<< TN ST § 57-7-115 >>

§ 57-7-115. Disclosure of wholesaler and supplier information.

The department of revenue shall make available to the public the identity of the wholesalers and suppliers operating in this state, including, but not limited to, their addresses, brands, and designated territories for which a contract has been registered with the department. Such information may be made available electronically.

<< TN ST § 57-7-116 >>

§ 57-7-116. Authority to promulgate rules.

The commission and department of revenue are authorized to promulgate rules to effectuate this chapter in accordance with the Uniform Administrative Procedures Act, compiled in title 4, chapter 5.

<< TN ST § 57-7-117 >>

§ 57-7-117. Applicability of chapter with conflicting provisions of law.

This chapter governs the manufacturing, distribution, and sale of HDCPs, and to the extent that a provision of this code conflicts with this chapter, the applicable provisions of this chapter prevail. Notwithstanding this chapter, the manufacture, distribution, and sale of HDCPs must comply with all other applicable state laws and rules.

<< Repealed: TN ST § 67–6–232 >>

SECTION 3. Tennessee Code Annotated, Section 67–6–232, is amended by deleting the section in its entirety.

<< TN ST § 57–3–404 >>

SECTION 4. Tennessee Code Annotated, Section 57–3–404(e)(4)(Q), is amended by deleting the subdivision.

SECTION 5. Tennessee Code Annotated, Section 53–11–451, is amended by deleting from subsection (b) the language “forfeiture under title 43, chapter 27, part 2” and substituting “forfeiture or seizure under § 57–7–103(a)(2)”, and is further amended by deleting subdivision (a)(8) and substituting:

<< TN ST § 53–11–451 >>

(8) All products containing a hemp-derived cannabinoid that are manufactured, produced, wholesaled, sold, or offered for sale by a person or entity in violation of § 57–7–103(a)(1).

SECTION 6. Tennessee Code Annotated, Section 39–17–1507(a), is amended by deleting the language:

<< TN ST § 39–17–1507 >>

It is unlawful for any person to sell tobacco, smoking hemp, vapor products, or smokeless nicotine products through a vending machine unless the vending machine is located in any of the following locations:

and substituting:

It is unlawful for a person to sell smoking hemp and hemp derived cannabinoid products through a vending machine. It is unlawful for a person to sell tobacco, vapor products, or smokeless nicotine products through a vending machine unless the vending machine is located in any of the following areas:

SECTION 7. Tennessee Code Annotated, Section 39–17–1509, is amended by deleting the language “smoking hemp,” wherever it may appear, and is further amended by adding the following new subsection (g):

<< TN ST § 39–17–1509 >>

(g) Notwithstanding this part to the contrary, the alcoholic beverage commission and department of revenue have administrative oversight of hemp derived cannabinoid products, including inspections and the assessment of civil penalties, in accordance with title 57, chapter 7.

SECTION 8. Tennessee Code Annotated, Section 57–1–210, is amended by deleting the section and substituting:

<< TN ST § 57–1–210 >>

In addition to the other duties imposed under this title, the commission is authorized to investigate and to arrest any person whom the arresting officer has probable cause to believe is committing or attempting to commit any crime occurring on premises licensed under this title or arising from any investigation of violations under this title whether such violations would be criminal or regulatory in nature or committed within, or outside of, a premises licensed under this title. The commission may issue

subpoenas to compel the attendance of witnesses and the production of relevant books, accounts, records, and documents for the purpose of carrying out the duties of the commission.

SECTION 9. Tennessee Code Annotated, Section 39-17-1802(18), is amended by deleting the subdivision and substituting:

<< TN ST § 39-17-1802 >>

(A) “Smoking” means inhaling, exhaling, burning, or carrying any lighted:

(i) Cigar, cigarette, pipe, or other lighted tobacco product in any manner or in any form; and

(ii) Hemp, hemp flower, or hemp plant part in any manner or in any form;

(B) “Smoking” also means using a vapor product that delivers aerosolized or vaporized nicotine, hemp-derived cannabinoid as defined in § 57-7-102, or any other substance, to the person inhaling from the device;

SECTION 10.

Notwithstanding this chapter to the contrary:

(1) Before January 1, 2026, or until the commission has the capacity to process applications for licensure under this chapter, whichever is later, the department of agriculture shall continue to process and renew HDCP supplier and retail applications and licenses pursuant to § 43-27-205. If such a license is set to expire before January 1, 2026, or such time as the commission has the capacity to process and issue licenses under this chapter, the department shall continue to receive applications and issue licenses, and all such licenses issued by the department must not expire before twelve (12) months from the date of issuance.

(2) A license issued pursuant to subdivision (1) is subject to Tennessee Code Annotated, Title 43, Chapter 27, Part 2, as it existed prior to the effective date of this act, until the expiration of the license in accordance with subdivision (1).

SECTION 11. If any provision of this act or its application to any person or circumstance is held invalid, then the invalidity does not affect other provisions or applications of the act that can be given effect without the invalid provision or application, and to that end, the provisions of this act are severable.

SECTION 12. The headings in this act are for reference purposes only and do not constitute a part of the law enacted by this act. However, the Tennessee Code Commission is requested to include the headings in any compilation or publication containing this act.

SECTION 13.

(a) For purposes of promulgating rules and carrying out administrative duties necessary to effectuate this act, this act takes effect upon becoming a law, the public welfare requiring it.

(b) For all other purposes, this act takes effect January 1, 2026, the public welfare requiring it.

Approved this 21st day of May, 2025

**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: November 3, 2025 **AGENDA ITEM #:** 7-e

SUBJECT: Restructuring of the Fire Department

BACKGROUND:

With the finalization of fire service between the Town and Washington County, it is time we look at the structure of the Fire Department for current and future growth. With the eventual addition of seven firefighters, it will put the Fire Department staffing level at fifteen (15) full-time firefighters and two (2) part-time firefighters.

With this in mind, I am requesting to structure the Fire Department similar to the command structure of the Police Department. This would include one (1) Fire Chief, one (1) Operations Major, one (1) Administrative Major, three (3) Platoon Sergeants, nine (9) Firefighters, and two (2) Part-Time Firefighters.

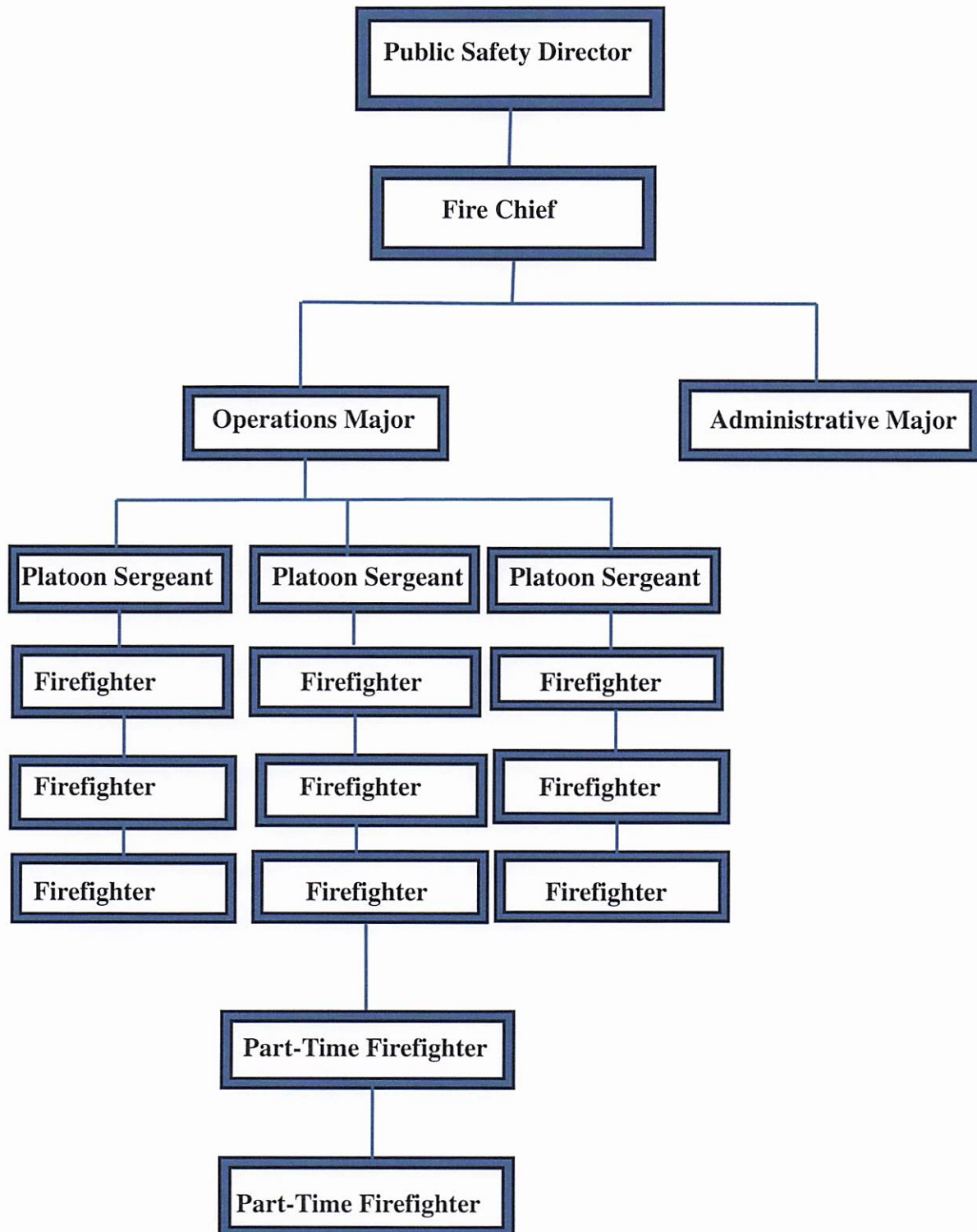
The Operations Major would be in charge of the day-to-day operation of the Fire Department operations and response to fire incidents, fire pre-plans, staff professional development, and general orders management.

The Administrative Major would be in charge of equipment, uniforms, ISO and documentation, training, quality control of fire reports, fire inspections, public education, and general orders management.

RECOMMENDATION:

Approve the reorganization of the Fire Department as presented and approve the new position descriptions of Operations Fire Major and Administrative Fire Major.

The organizational chart would be as follows:



FIRE OPERATIONS MAJOR

GENERAL STATEMENT OF DUTIES: Performs difficult professional and intermediate administrative work in the department as assigned by the Fire Chief. This position is a part of the staff management team responsible for the supervisory and skilled firefighting work in directing the activities of the Fire Division on all platoons. The employee in this class is responsible for the direct command of the firefighting force on all platoons, and directs operations as assigned by the Fire Chief. The character of work requires the application of advanced fire skills. Work is performed with considerable independence within the framework of policies enumerated by the Fire Chief. Command assignments involve the responsibility for discipline of subordinates and the proper maintenance of apparatus and equipment. At a fire, employee is responsible for effectively directing the firefighters until relieved of command by a superior officer. Performs general fire protection services as needed. This employee works under the direct supervision of the Fire Chief.

ESSENTIAL FUNCTIONS OF THE JOB:

- Maintains all equipment within the department ;
- Assists the management team with all aspects of the ISO rating of the department to include all documentation required and reporting any deficiencies to the Chief that may have a negative impact on the department's ISO rating;
- Conducts fire inspections as directed by the Chief;
- Assists in the development and maintenance of general orders;
- Assists in the training and professional development of staff;
- Assists the Chief in planning and developing the departmental annual budget;
- Assists the chief in all aspects of fire pre-plans;
- Responds to fire calls as needed or directed;
- Performs related work as required.
- Assists the Fire Chief in planning and directing the activities of the division;
- Supervises cleaning and inspects personnel, the station, and equipment for proper appearance and condition;
- Responds to fire alarms and determines the route to be taken by the fire company;
- Responds to fire alarms/calls for service with an apparatus and connects hose, holds nozzle and directs water streams;
- Forces entry of premises when necessary for firefighting, rescue, and salvage operations;
- Properly utilizes chemical fire extinguisher, bars, hooks, rope, and all other equipment as necessary;
- Removes persons from danger;
- Responds to calls for medical aid and administers first aid within the scope of their training;
- Performs salvage operations, such as throwing covers, sweeping water, and removing debris;

- Assists the Fire Chief as directed in the administration of the department;
- Conducts regular training and instructs personnel in the firefighting and emergency operations;
- Completes and/or approves daily reports as required;
- Directs the work of firefighters pending the arrival of a superior officer, supervises laying hose line, placing ladders, directing water streams, ventilating buildings, rescuing persons and conducting salvage operations;
- Conducts periodic inspections of the Town to become familiar with layout of buildings and the location and the conditions of fire hydrants, streets and major fire hazards;
- Assists the Fire Chief in all aspects of the fire pre-plans;
- Assumes the Fire Chief's duties as assigned upon his/her absence;
- Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Extensive knowledge of the geography and street layout of the Town and County fire zone including the location of streets and fire hydrants; considerable knowledge of firefighting and fire prevention principles, practices and procedures; knowledge of the operation and maintenance of the various types of apparatus and equipment used by the Fire Department; knowledge of the laws and ordinances applicable to fire hazards; ability to supervise and instruct subordinate personnel in the use of such equipment; ability to analyze situations quickly and to adopt the most effective course of action with due regard to surrounding hazards and personal safety of personnel and citizens; ability to train and instruct firefighters in proper firefighting principles, practices, and procedures.

ACCEPTABLE EXPERIENCE AND TRAINING: Must possess a high school diploma or approved GED certificate; two years of course work in a college or university desirable, or any equivalent combination of training and experience. Must be certified as a Firefighter II, Pump/Driver Operator, Fire Instructor I, Fire Inspector I, and Fire Officer II as issued by the State of Tennessee, with extensive firefighting experience. Certification as an Emergency Medical Technician and Vehicle Extrication preferred; however, it is not required. Should an eligible candidate not have the required certifications at the date of employment, the candidate will be given sufficient time to obtain the certifications at the Town's expense, but recognizes it is a condition of employment. It shall be the responsibility of the employee in this class to maintain certification throughout employment. Must possess a valid driver's license issued by the State of Tennessee.

OTHER REQUISITES: From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employee will be required to work weekends and may be required to work overtime, holidays, and be in an on-call status from time to time. This position description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform

the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 lb.) items and occasionally very heavy (100 lbs. or over) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments, or both. Must be able to push and/or pull heavy objects, climb ladders, and possess the physical strength to carry an individual.

Environmental Requirements: Task may require infrequent, and at times sustained, exposure to adverse environmental conditions such as cold, rain, snow, fumes, and chemical sprays.

Sensory Requirements: Task requires color perception and discrimination. Task requires sound perception and discrimination. Task requires odor perception and discrimination. Task requires depth perception and discrimination. Task requires texture perception and discrimination. Task requires visual perception and discrimination. Task requires oral communications ability.

Attitude: Employees will be expected to act in a manner that would convey a congenial work environment – avoiding anger, violence, belligerence, harassment, controversy, nonchalance, or any other reasonable activity considered by management to be counterproductive.

Reasonable Accommodation: Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 15

Exempt

November 03, 2025

FIRE ADMINISTRATIVE MAJOR

GENERAL STATEMENT OF DUTIES: Performs difficult professional and intermediate administrative work in the department as assigned by the Fire Chief. This position is a part of the staff management team responsible for equipment, uniforms, ISO, and quality control of reports among other duties. The character of work requires the application of advanced fire skills. Work is performed with considerable independence within the framework of policies enumerated by the Fire Chief. Performs general fire protection services as needed. This employee works under the direct supervision of the Fire Chief.

ESSENTIAL FUNCTIONS OF THE JOB:

- Orders and maintains all equipment within the department;
- Orders and maintains uniforms of the department;
- Responsible for the ISO rating of the department to include all documentation required and reporting any deficiencies to the Chief that may have a negative impact on the department's ISO rating;
- Serves as the quality control review for all fire reports filed by personnel;
- Conducts fire inspections as directed by the Chief;
- Maintains public education materials and assists the Chief in public education requests;
- Assists in the development and maintenance of general orders;
- Serves as the Departmental training officer and is responsible for the training and training records of all departmental personnel, as well as the professional development of staff;
- Assists the Chief in planning and developing the departmental annual budget;
- Assists the chief in all aspects of fire pre-plans;
- Responds to fire calls as needed or directed;
- Performs related work as required.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES: Extensive knowledge of the geography and street layout of the Town and County fire zone including the location of streets and fire hydrants; considerable knowledge of firefighting and fire prevention principles, practices and procedures; knowledge of the operation and maintenance of the various types of apparatus and equipment used by the Fire Department; knowledge of the laws and ordinances applicable to fire hazards; ability to instruct subordinate personnel in the use of such equipment; ability to analyze situations quickly and to adopt the most effective course of action with due regard to surrounding hazards and personal safety of personnel and citizens; ability to train and instruct firefighters in proper firefighting principles, practices, and procedures.

ACCEPTABLE EXPERIENCE AND TRAINING: Must possess a high school diploma or approved GED certificate; two years of course work in a college or university desirable, or any

equivalent combination of training and experience. Must be certified as Firefighter II, Fire Instructor I issued by the State of Tennessee, and Fire Inspector I, with extensive firefighting experience. It shall be the responsibility of the employee in this class to maintain certification throughout employment. Must possess a valid driver's license issued by the State of Tennessee.

OTHER REQUISITES: From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employee will be required to work weekends and may be required to work overtime, holidays, and be in an on-call status from time to time. This position description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Task involves the regular, and at times sustained, performance of heavier physical tasks such as walking over rough or uneven surfaces, bending, stooping, working in confined spaces, and lifting or carrying moderately heavy (20-50 lb.) items and occasionally very heavy (100 lbs. or over) items; or may involve the complex operation of gasoline, electric, or diesel-powered machinery or shop equipment requiring the manipulation of multiple controls, fine adjustments, or both. Must be able to push and/or pull heavy objects, climb ladders, and possess the physical strength to carry an individual.

Environmental Requirements: Task may require infrequent, and at times sustained, exposure to adverse environmental conditions such as cold, rain, snow, fumes, and chemical sprays.

Sensory Requirements: Task requires color perception and discrimination. Task requires sound perception and discrimination. Task requires odor perception and discrimination. Task requires depth perception and discrimination. Task requires texture perception and discrimination. Task requires visual perception and discrimination. Task requires oral communications ability.

Attitude: Employees will be expected to act in a manner that would convey a congenial work environment – avoiding anger, violence, belligerence, harassment, controversy, nonchalance, or any other reasonable activity considered by management to be counterproductive.

Reasonable Accommodation: Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual

acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 14
Exempt
November 03, 2025