

**BOARD OF MAYOR AND ALDERMEN
PUBLIC HEARING**

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
February 9, 2026 – 6:00 PM

The Board of Mayor and Aldermen (BMA) met in a Public Hearing; there was one item on the public hearing agenda:

1. Ordinance amending the Jonesborough Municipal Code Title 1, Chapter 5, Section 1-502, Composition, Appointment and Membership of the Recreation Advisory Commission to expand the membership from eleven members to twelve members.

There were no public comments made. The Public Hearing was closed.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR

**BOARD OF MAYOR AND ALDERMEN
REGULAR MEETING MINUTES**

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
February 9, 2026 – 6:00 PM

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, February 9, 2026, at 6:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Kelly Wolfe called the meeting to order and led the group in an opening Prayer. Carolyn Andrews led the pledge to the flag.

Upon call of the roll those present were: Mayor Kelly Wolfe, Alderman Virginia Causey, Alderman Terry Countermin, Alderman Adam Dickson, and Alderman Zac Jenkins. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Associate Attorney Matthew Musgrove.

The next item was the Consent Agenda. Mayor Wolfe asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. Mayor Wolfe thanked the supervisors for the detail included in their reports. The Mayor thanked the Utilities Department for their detailed report and thanked them for the forethought in having generators on standby in case the power went out during the snowstorm, thankfully we didn't have to use the generators. Alderman Jenkins recused himself from the vote on Consent Agenda Item 11 due to a conflict of interest. There being no items pulled or further discussion, Alderman Dickson made a motion, seconded by Alderman Causey, to approve the Consent Agenda as presented. The motion was duly passed.

1. Approval of Minutes – January 12, 2026 Regular Meeting

2. Approve the following bills for payment:

Check Register - General Fund - January 2026

01/02/26	115291 - 115316	\$26,058.95
01/07/26	114755 - void	(\$1,688.24)
01/09/26	115317 - 115364	\$126,707.13
01/09/26	114973 - void	(\$1,800.00)
01/09/26	115365 - 115405	\$10,472.94
01/12/26	114982 - void	(\$167.56)
01/13/26	115406	\$6,450.01
01/14/26	115407 - 115429	\$8,803.00
01/16/26	115430	\$36.83
01/16/26	115431 - 115436	\$14,739.96
01/20/26	115437	\$8,797.14
01/28/26	115459 - void	(\$2,000.00)
01/28/26	115488 - void	(\$100.00)
01/28/26	115469 - void	(\$170.00)
01/28/26	115532 - void	(\$728.43)
01/23/26	115438 - 115553	\$439,432.76
01/29/26	115554 - 115558	\$98,614.38
01/29/26	115043 - void	(\$202.00)
01/30/26	115521 - void	(\$80.20)
01/31/26	115559 - 115561	\$1,621.32
		\$734,797.99

Check Register- Water Fund January 2026

01/02/26	69963 - 69980	\$15,984.83
01/09/26	69981 - 70005	\$118,359.02
01/09/26	70006	\$5,783.02
01/13/26	70007	\$16,850.18
01/15/26	70008 - 70008	\$6,985.44
01/16/26	70010	\$3,826.87
01/20/26	70011	\$8,791.95
01/23/26	70012 - 70082	\$501,614.09
01/29/26	70083 - 70085	\$46,491.49
01/30/26	70086 - 70089	\$353,897.89
		\$1,078,584.78

Check Register -Sanitation Fund - January 2026

01/02/26	10970 - 10975	\$4,367.36
01/09/26	10976 - 10977	\$4,291.02
01/15/26	10978 - 10979	\$360.74
01/20/26	10980	\$5.68
01/23/26	10981 - 10992	\$29,003.79
01/29/26	10993 - 10994	\$6,516.52
01/30/26	10995 - 10997	\$3,502.90
		\$48,048.01

3. Approve the following Town Administrator Report:

- *We are accelerating more activities through KnowBe4, our cybersecurity testing and training platform. This will monitor staff required monthly cybersecurity training and conduct simulated phishing campaigns. Employees who engage with unauthorized links during these campaigns will be required to complete additional training.*
- *Administrative Assistant Brandi Miller and I continue developing the Directors Intranet in Teams, which will house documents, forms, policies, and schedules. This initiative addresses feedback about difficulty locating current forms. We have enlisted three*

Directors as a beta group to test and provide input. We anticipate this will be a valuable resource moving forward. We will hold a kickoff meeting in February.

- I formed an Interdepartmental Team to evaluate and recommend camera infrastructure for Town assets. The team includes me, Operations Manager Craig Ford, Police Chief Matt Rice, Fire Chief Jeff White, Street Director Steve Prisament, Parks and Recreation Director Chris Kudera, Finance Director Janet Jennings, and Utility Manager Kevin Brobeck (in their absence they may send a designee). Our first meeting was on Friday, January 16.*
- Contracting with the county for planning services is going well. The only area under review is that some of our planning requests go directly to the county planning office for review and therefore causing some delays in town staff working with applicants on collecting the town's Plan Review Fees. We are monitoring fee collection as of course a revenue stream to support planning activities. I have initiated with our IT folks at Sharp to create a type of automatic response so when plans are submitted online then the response provides instructions on the plan review process and fee structure. This should be launched in February after some beta testers confirm that it is working constantly and accurately.*
- Met with Washington County Planning Director Angie Charles for our kick-off meeting on Growth Planning and went over upcoming February Planning Commission action items.*
- I finalized the Quarter 4 and Quarter 1 RBDG ALC Equipment reports and am pleased to report that we should be nearing the purchase of the cooler with great momentum on the project, in particular additional funds from Washington County and applying for Appalachian Regional Commission funding.*
- Collaborative efforts continue between town representatives Senior Center Director Mary Regen and Robin Sharpe and the Community Chest to work together on the "Jonesborough Ambassador Program" the "Jonesborough 101 Program". Vice-Mayor Adam Dickson, who is also a member of the Community Chest, is working with town representatives on establishing the written purpose of both programs promoting and advancing **Community Engagement** in the Oldest Town in Tennessee.*
- Completed a letter of support for our application on Short-Term Rental Data Technical Assistance Program through the Tennessee Department of Tourist Development (TDTD), The program provides participating municipalities with free access to data connecting publicly available STR listings with parcel-level information, which is the first step in understanding the local STR ecosystem and engaging with owner/operators. This initiative aims to strengthen Tennessee's tourism economy by ensuring every community is leveraging all aspects of the overnight visitor economy. The intent of this program is to help communities better understand their STR ecosystem and support consistent communication and sharing of reporting guidelines. Many communities struggle to communicate due to a lack of contact information for STR owners and operators. Providing this technical assistance program will make it possible for communities to engage and educate the STR community. Great news, as we heard back after our application was submitted and we have been approved to be a participant in this program. This is another way for the town to capture STR activities with the town's corporate limits and that will lead to increased revenue streams related to lodging.*
- Working with Washington County Economic Development Commission to re-engage. I've been added to their distribution list to attend scheduled meetings.*
- We are working on mitigation solutions to the intersection of Woodrow and S. Cherokee to just after New Street to review roadway issues. We are exploring options for mitigating unsafe road conditions internally and with the help of S. Cherokee property owner Pedro Rico.*
- My monthly Director's meeting was held. MTAS Training and Development Consultant Matt Hensley presented us with "Effective Feedback & Coaching". We have been fortunate to have him provide multiple training courses on Performance management at our director's meetings. This is an ongoing effort to provide professional development to our leadership team.*

- *Our Town Attorney reached out to the AME Zion representative and provided a more comprehensive explanation and timeline on the title process as part of the purchase of the church property. The status of the engagement with the church remains positive.*
- *Met with Tourism Department to review progress on website rebuild. We are nearly 70% complete in our staging area. The goal is to be at least 80% complete and ready to introduce the staging area (not the official public website) on the new elements/function in February.*
- *Held several scheduled monthly one-on-one meetings with various department heads and Administrative Staff.*
- *Working with Visitors Center staff, Cameo, Isabel and Hannah to create several videos/reels to share on the Town Facebook page. The videos will include Accomplishment Spotlights (Employee of the Month, Town Accomplishments, etc.), History/facts about Jonesborough, and lighthearted, fun engaging facts. This was scheduled to launch at the end of January but with the winter weather conditions, it was postponed to second week of February.*
- *Met with different IT professionals to initiate a 2026 Modernizing Municipal Infrastructure program. This modernization project consolidates backup systems, automates device management, and hardens security against modern threats. More details to follow but focus will be on identity verification, device hardening, access control, and data resilience. My recommendation on moving forward with a plan and budget will be presented in March.*
- *Requests for Qualifications (RFQ) for administrative and engineering services were sent to qualified firms as part of our efforts to obtain a 2026 Community Development Block Grant (CDBG). The project under the CDBG is the Skyline Drive Road Extension and Walkway Project between Boones Creek Road and the new Jonesborough Elementary School. I anticipate the BMA acting on these items at the February 2026 meeting to keep advancing our efforts in the CDBG grant process.*
- *Met with the Mayor and Operations Manager Craig Ford to discuss 2026 various projects, timelines, and progression.*
- *Attended the JAMSA monthly meeting to discuss ongoing special events and the 2026 event schedule.*
- *Attended a meeting with Tourism Director Cameo Waters, Events Manager Isabel Hawley-Lopez, and MOTS Sam Love on communications plan and collaborations on the MOTS season and Jackson Theatre to minimize conflicts with scheduling, performers, etc. The meeting went very well.*
- *Administrative Assistant Brandi Miller and I are working to create a master grant list to allow everyone to see what grants are being applied for and prioritize which programming would be best suited to apply for the grant. Beside us, the grants team includes Jackson Theatre Operations Manager Amber Crumley, Tourism Director Cameo Waters (including Isabel Hawley-Lopez), McKinney Center Director Theresa Hammons (including Anne Mason), Senior Center Director Mary Regen, and Heritage Alliance Director Katie Edwards. We will hold our kickoff meeting mid-February, with a follow up meeting in August.*
- *Sent out letters and surveys to school families at JES as required by the CDBG Skyline Drive Road Extension and Walkway project. 250 surveys/letters were sent to individual households requesting their response. Surveys will be sent back and compiled with results being sent to Community Development Partners.*
- *Administrative Assistant Brandi Miller and I* created a “door knocker” to distribute to downtown merchants giving them information about our Downtown Façade & Architectural Improvement Grant Program and Loan program. This will be delivered to each business downtown in the coming weeks. *Brandi did a great job with the door knocker!*
- *We are working to formalize an employee uniform policy to establish standards for the issuance, use, care, accountability, and return of uniforms provided to Town employees. Uniforms are issued to promote professional appearance, enhance employee safety, support public identification of Town personnel, and maintain consistency across departments. Our brand/logo consistency is another factor under review. The “uniform*

policy” team consists of myself, Operations Manager Craig Ford, HR Director Michelle Stewart, and Administrative Assistant Brandi Miller and we met for the first time this month. A draft policy document should be prepared by end of March.

- Met with Utilities Manager, TEMA Representative, and Bill Forrester of the First Tennessee Development District to discuss the status and progress of the EDA grant as part of emergency funds for damage sustained from the Hurricane Helene disaster.*
- Met with Community Development Partner Rachel Conger to go over the status of multiple ongoing grants, updates and progress. We are making steady progress on each grant as you will most likely notice as many progress/benchmark points require a form of action from the BMA.*
- In our continued effort to advance our request of the state to approve us to initiate our own Impact Fee, we collected and compiled Building Permit data from 2023-2025 for Mayor Wolfe who sent the data to our State Representative.*
- Finishing up our insurance company PEP FY26 Property Conservation Grant that helped fund our security measures at The Jackson Theatre. We plan to apply for the grant again for FY27 to help fund security measures at Town Hall.*
- Working with Administrative Assistant Brandi Miller to update the Directory of Boards/Committees, including current members, their contact information, term expirations, and vacancies. All Departments were required to submit current board details to Brandi. The master list should be complete by end of February.*

4. Approve the following Operations Manager Report:

- The bid was awarded for the handrail on West Main Street at the January 2026 Board of Mayor and Alderman meeting. The vendor has been paid partial payment for the project in order that they could order the materials.
- The sidewalk project on Boone Street was completed in the month of January. This sidewalk is approximately 480 feet and begins at the Town Hall parking lot on Boone Street and ends at North Lincoln Avenue.
- The Street/Parks and Recreation/Solid Waste building has steadily progressed this month. The HVAC installation was finally completed. All the “rough-in” plumbing has been completed. The shower stall has been installed. A couple of the doors have also been installed.
- All the drywall has been installed, and the finisher has applied two coats of finish filler. One more coat of drywall finish should complete the finish work, and the drywall can then receive the finish sanding and paint preparation.
- The paint color and flooring have been selected. Once the drywall has been painted, we will install the flooring. Once complete, we will install the suspended ceiling and the trim. At that point, this project should be completed.
- The traffic signal upgrades have been awarded to the low quote. Some of the materials have been ordered by the company. They had hoped to complete some of the work before the other equipment arrived, but they have been delayed due to the weather. I am keeping in contact with them to receive updates.
- I know there is anxiety regarding our road salt supply in the Street Department. It is my understanding the freezing rain in middle and west Tennessee a couple of weeks ago, as well as other border states depleted the salt of many of the suppliers.
- We have ordered salt; we just don’t know when we will take delivery. Right now, we have approximately 100 tons of salt in supply. This will allow us to salt the main thoroughfares should we have another snow event prior to receiving our next salt order, but one more snow will more than likely deplete our supply.
- The Street Department has also stocked 32 tons of chat for use in inclement weather. Obviously, chat will not melt snow, but it will help provide traction on hills.

We cannot apply chat in areas where we have storm drains as the chat will stop or clog the drains.

- I worked with Rachel Conger on a preliminary grant to complete upgrades to Persimmon Ridge Park. The preliminary plan was submitted by Rachel, and we received notification that it was an eligible grant project.
 - I also attended a public hearing for the grant project for the Skyline Road grant project at the Visitors Center.
 - I met with a contractor to discuss preliminary plans for a second fire station on the west end of Town.
 - I worked on the mowing and landscaping bids for the 2026 season. It is a much better outcome once I had the opportunity to study the bids in depth. An agenda presentation was prepared for the February BMA regular meeting agenda.
 - We had two significant weather events in January. The Street Department, under Steve Prisament's leadership did a tremendous job with both of those storms. The last storm brought 8 inches of snow to our town over the weekend. Director Prisament and his staff came in at 5:00pm on Friday January 30 and worked around the clock until 5:00pm Sunday February 01.
 - I have worked on numerous projects in the month of January, with various departments and staff.
 - I am continuing to work with Todd Wood on the First Frontier Walkway project.
5. Approve the following Committee Reports: Historic Zoning, Main Street Board, Jonesborough Planning Commission, and Chuckey Depot Museum Advisory.
 6. Approve the following Supervisor Reports: Building Inspector, Director of Human Resources, Parks & Recreation, Visitor Center, Street Department, Utilities, McKinney Center, Fire Department, Police Department, Jackson Theatre, Senior Center, and Solid Waste & Recycling.
 7. Approve the Jonesborough Locally Grown (JLG) Special Events Permit Application for Winter Farmers Market, Farm to Table, Third Thursday Burger Nights and market Mingle. Proof of insurance and the Hold Harmless Agreement have been received for all four special events.

Farmers Market – will take place every Saturday from May 2, 2026, through October 31, 2026, except for Jonesborough Days and Storytelling Festival weekends unless those events are cancelled. The request includes setup starting at 6:00 AM and takedown at 1:00 PM. The hours of operation of the market are from 8:00 AM to 12:00 PM. The market traditionally gives local farmers, food producers, and small businesses an opportunity to sell farm and homemade products directly. The estimated number to attend each weekend is 425. This event has been very successful driving people downtown each Saturday to not only do commerce but also reflect community engagement. This requires that eight spaces in front of Boone Street Market be reserved on event days and the request is for approval to place no parking signs on Friday evening in those spaces.

Farm to Table 2026 - This great event is a fundraiser to benefit Jonesborough Locally Grown. The Annual Farm to Table Dinner this year is scheduled for Saturday, August 15, 2026, from 2:00 PM to 11:59 PM. All food is prepared from farmers market products, and the meal is served on a long harvest table in the middle of Main Street and serves about 224 people. The event includes use of the ISC plaza and building.

Wine and beer will be served. ISC secures the ABC permit to serve alcohol as part of their contract with JLG as part of the use of their facility. The request for street closure is from Main Street between Fox Street and Second Avenue as well as East and West Courthouse Square from 2:30 PM to 12:00 AM on the day of the event. Public safety reopens roads when deemed safe. In the event of poor weather conditions such as rain, the event will be cancelled with no alternative location indoors. If the event is cancelled, the road closure will be cancelled as well. A Special Event/Special Occasion Outdoor Use Permit application has also been received as part of the event to cover all the amenities for the event being held on Main Street. Haybales will be used to create the designated area/boundary for alcohol use on Main Street.

Third Thursday Burger Nights – Events are held the third Thursday of the months of May through September 2026 featuring local food from Boone Street Market with outdoor seating (weather permitting) and live music; includes the consumption of beer sold by Boone Street Market. The projected 2026 dates are May 21, June 18, July 16, August 20, and September 17 from 5:30 PM to 7:30 PM. The Special Event/Special Occasion Outdoor Use Permit application is part of the event to cover all the amenities for the event being held at Boone Street Market and the public open space areas (patio). Any alcohol consumed will be roped off and signs with “no alcohol beyond this point” will be posted prominently. Sidewalks will allow at least 5 feet for pedestrian use. The event will meet Tennessee ABC requirements for consumption of alcohol.

Market and Mingle – Event will be April 25, 2026 from 10:00 AM to 2:00 PM with an estimated 500 people attending. This event serves as a kickoff to the JLG Farmers Market season, JLG vendors, downtown merchants, and other community partners are invited to set up a booth to meet the community. A local sampling event will take place at the ISC plaza as part of the event with live music on the Courthouse steps. A request for street closure is included from 8:00 AM to 4:00 PM. The closure includes Main Street between 2nd Avenue and Fox Street for the purpose of permitting vendor booths. The number of anticipated vendors is currently 32.

8. Approve Special Event Request for Mill Spring Makers Faire. Melinda Copp of the Mill Springs Makers Market requested a Special Event Permit to hold the Mill Spring Makers Faire on May 16, 2026, from 10:00 AM to 4:00 PM (Spring Event) and December 5, 2026, from 10:00 AM to 4:00 PM (Fall Event) at Mill Spring Park.

During the Spring Event, the Farmers Market is going on that Saturday morning, but the events would be complimentary. Ms. Copp expects to have 60 or more vendors/craftsmen and will have a hands-on children’s area, food, and music. She expects to draw 1,000 people to the Faire. There is a street closure request associated with the event which would be Spring Street from Franklin Ave. to E. Main Street beginning at 5:00pm Friday evening, May 15th, the night before so vendors can set up, and ending around 6:00pm on Saturday the 16th.

During the Fall Event, there is a street closure request associated with the event which would be Spring Street from Franklin Ave. to E. Main Street beginning at 5:00pm Friday evening, December 4th, the night before so vendors can set up, and ending around 6:00pm on Saturday the 5th. Other services requested for approval as part of the application are Policy and Security, Street Cleaning, Use of Mill Spring Park, May 16th and December 5th from 7am-6pm, and communications and/publicity. The Hold harmless Agreement and Proof of Insurance have been received.

9. Approve Town Sponsored Events for Memorial Day and Veterans Day. Special Events Coordinator Isabel Hawley-Lopez and other town staff are working with T. McLeod of McLeod Organics on event details for our annual Memorial Day and Veterans Day events for the Town of Jonesborough. For 2026, those dates will be Monday, May 25th for the Memorial Day Celebration from 10am-2pm and Wednesday, November 11, 2026 for the Veterans Day Celebration from 11am-2pm. Due to the popularity of these events, they have outgrown our space at the Visitors Center and were moved downtown to allow for event growth. In the past it was requested for road closure for the first 30 minutes of the event, but due to the increase in entertainment and attendees, we feel it is best to look at closure for the event's duration.

Memorial Day Ceremony - the event will take place on Main Street from 10am-2pm. The request includes road closure from 9am-3pm. The event plans to include music from various local groups, a display of vintage military vehicles, vendors, food trucks, etc.

Veterans Day Ceremony - the event will take place on Main Street from 11am-2pm. The request includes road closure from 9am-3pm. The event plans to offer the same type of celebration and activities as are planned for Memorial Day.

10. Approve the Town Sponsored Event for Jonesborough Days
Events Manager Isabel Hawley-Lopez has submitted a request for approval for the 2026 Jonesborough Days Event. This year's festival dates are from July 3-4, 2026, and includes "*Celebrating 250 Years of America*".

The dates for this year's Jonesborough Days Festival, pre-events, and set-up are:

- Wednesday, July 1 from 6 p.m. - 8 p.m. (kick-off dinner)
- Thursday, July 2, late night glow swim at Wetlands Water Park
- Thursday, July 2 from 6 p.m. - 9 p.m. (craft and food vendor setup)
- Friday, July 3 from 10 a.m. - 10 p.m. (parade at 10 a.m.)
- Saturday, July 4 from 10 a.m. - 10 p.m. (fireworks at 10 p.m.)

Activities and Areas Pre-Festival:

- Wednesday, July 1 from 6 p.m. - 8 p.m. Kick-off Dinner at the International Storytelling Center.
- Thursday, July 2, late night glow swim at Wetlands Water Park

Activities and Areas During Festival:

- Parade will be on Friday, July 3 at 10 a.m.
- Fireworks will be on Saturday, July 4 at 10 p.m.
- Pageant at 10 a.m. on July 4 on the Main Stage
- Hours for Doc's Front Porch at The Jackson Theatre: Friday and Saturday 11 a.m. - 4 p.m.
- Beer Garden each evening from 3 p.m. - 10 p.m. on the Plaza
- Patriot Park behind the Storytelling Center
- Main Stage Music Friday and Saturday from 6 p.m. - 10 p.m., Eastside of the Courthouse
- Contests and Socials the afternoon of Friday and Saturday
 - Moon Pie Eating Contest
 - Watermelon Social
- Food Vendors will be set up on the West side of the Courthouse

- Craft Vendors will be set up all along Main Street

Additional Programming to Celebrate America 250:

- Classic Car Show (American Made Only) in the Library Lot on Friday, July 3
- We are also hoping to work with the McKinney Center and have them do a paired down version of their 250 play “The First and Last Town in Tennessee” at the Jackson Theatre during Jonesborough Days 2026. (pending McKinney Center approval)
- We will be working closely with the Heritage Alliance to showcase more heritage craft vendors on the lawn of the Christopher Taylor Cabin and the Oak Hill School House.

Street Closure Requests:

- A. Main Street from Fox Street to Second Avenue needs to have a soft closure starting on Thursday, July 2 for vendors to set up. The streets need to officially close for the weekend on Friday, at 8:00 am until the streets are clean on Saturday night around 11 pm.
- B. East and West sides of the Courthouse will be closed starting at 5:00 pm on Thursday for vendor set-up and staying closed until Saturday evening around 10 pm.
- C. Close Boone Street for Parade on Friday, approx. 9:30 - 11 am.
- D. Any other streets will be closed by the Police Department on an as needed basis.

Security Plan – Parking:

- A. Main Street needs to be blocked to all motorized traffic starting Thursday, July 2 at 5:00 pm until the streets are clean on Saturday evening, July 4.
- B. Handicap Parking - Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk
- C. Vendor Parking - Upper Lot, Courthouse Parking Lot and UT Extension Lot
- D. Downtown Merchant Parking- Upper Lot, Courthouse Parking Lot and UT Extension Lot, Library (Friday and Saturday day only)
- E. Main Stage Entertainment Parking- Performers may park in designated spaces of the Courthouse parking lot while performing for loading/unloading purposes
- F. Merchant parking will be in the Courthouse and Upper Parking Lots all weekend.

11. Approve Outdoor Use Permit Renewals - We have three businesses requesting approval of their 2026 “Outdoor Use Area Permit Town Right-of-Way: Downtown Renewal Application”. Each will be presented separately as follows:

- The applicant is Zachary Jenkins of Main Street Café & Catering, LLC located at 117 West Main Street. The intended use is to allow for food and alcohol to be served in front of the Café as well as the alleyway on the east side of the building within the designated boundary area.
- The applicant is Noah Davis of Neuma Coffee at 105 Fox Street. The intended use is to allow for the existing wooden bench as outdoor seating to allow for patrons to sit while they drink their coffee and have ice cream and other food choices.
- The applicant is Jeff Gurley of The Lollipop Shop at 129 E. Main Street. The intended use is to allow for the Yoda figure and stand (barrel) to be placed in proximity of the storefront.

12. Approve agreement with Sam Love for Music-On-The-Square 2026 Season – During the 2025 MOTS Season, Sam Love continued to perform the duties of MOTS Administrative Director and Sound Engineer, and the feedback received was that the season was successful, and downtown was a destination for music on Friday nights. Mr. Love pours his heart and soul into the program, which is observed whenever you attend MOTS, not to mention him providing, renting, or purchasing any additional sound-related equipment needed for MOTS to operate as a high-quality event. The 2026 agreement has changed slightly by addressing the importance of Mr. Love acting as the Administrative Director to work with the Tourism Director and coordinate and collaborate with the Jackson Theatre Operations Manager to minimize any conflicts between acts and to recognize the importance of success of the Jackson Theatre.

The next item on the agenda was the approval of the Financial Report and FY25 Audit Presentation. Ms. Siena Rambo, with Blackburn, Childers & Stengall, PLC, was in attendance and presented the audit report. Ms. Rambo thanked Janet Jennings, Town Recorder and her team for making the process go smoothly. Ms. Rambo reported that the report was issued December 17, 2025 and the report was “Unmodified” or “Clean”, which is the best you can have. There were no findings this year and the financial health of the Town is very good. Ms. Rambo noted there were a few significant items that happened this year including the full implementation of the new Local Government software, Jackson Theatre was completed and a new special revenue fund was created to track it. There was a single audit test completed for grant compliance that came back with no findings and no financial statement findings. Mayor Wolfe thanked the hard work of the Ms. Jennings, the Finance Department, and members of Blackburn, Childers & Stegall, PLC, for their work.

The next item on the agenda was Special Finance Reports. Mayor Wolfe noted that we are seeing continued property tax growth as a result of new properties coming on the rolls. We are seeing an average increase of 7% sales tax thus far.

With no other discussion, Alderman Countermine made a motion to approve the Finance Reports as presented. Alderman Jenkins seconded the motion. The motion duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Wolfe asked Mr. Musgrove if he had any updates concerning the Data Center ordinance. Mr. Musgrove stated he didn't have any updates as Mr. Wheeler is lead on that endeavor. Mayor Wolfe stated the St. Paddy's Day parade is scheduled for March 14th at 11am and the Clydesdales will be at the parade. Mayor Wolfe asked Operations Manager Craig Ford to survey the directional signage downtown and get new signs placed. We are missing a signs at Whites Auto and First Baptist that needs to be replaced.

There were three Tree & Townscape reappointments. Lori Rosenoff, Sue Henley, and Geoff Hoare were presented for reappointment on the Tree & Townscape Committee. This is a 3-year term. Alderman Jenkins made a motion, seconded by Alderman Dickson, to approve the reappointments as presented. The motion duly passed.

The next item under Communications from the Mayor was Employee of the Month. Mayor Wolfe asked Tim Sjogren to come up to accept the Employee of the Month Award. Mayor Wolfe stated that in the aftermath of Hurricane Helene Mr. Sjogren was a true asset to the town. Mr. Sjogren and his family moved to the area after fleeing from Hurricane Ian in Florida. Mayor Wolfe read the following:

The Town of Jonesborough Employee of the Month for February is Tim Sjogren. Tim joined the water quality team in August 2023 as a meter reader. During his tenure with the Town, Tim maintained an active and dependable form of service which included replacing meter boxes and meters in the flood affected areas from Hurricane Helene in 2024. Tim was promoted in the fall of 2025 to Cross Connection Specialist, and he obtained his backflow testing, cross connection, and distribution license. Interesting fact according to Tim's supervisor, Artie White, Time achieved a score of 87 on his distribution license which is the highest score received by a Town employee. As Tim performs his job, he is organized, precise, professional, and ready to assist the water quality team in any way possible. He interacts with customers in a friendly way and is happy to assist with their questions and concerns. Tim is committed to efficiency and is constantly encouraging the team. He is a fantastic addition to the water quality team.

The Mayor shared a slideshow of recent travels and projects of the Town. The Mayor attended Bachman Ferrari Collection auction. Mr. Bachman sold 47 Ferraris for over \$126M with proceeds going to the Phil and Martha Bachman Foundation to reinvest in the East Tennessee communities. The Mayor shared some of the history of Tom Foster working on Ferrari paint schemes that Mr. Bachman would take to Italy to be used on the Ferrari line. Paul Burns, a retired Air Force Veteran, from Albuquerque, NM, stopped in Jonesborough to raise his flag. He is on a quest to raise his retirement flag in all 50 states. He stops in the most patriotic small towns in various states to accomplish his mission. The Mayor was in Nashville for Governor Bill Lee's State of the State address. We are very appreciative for Governor Lee's commitment to Tennessee and specifically Jonesborough. The BMA went on a tour of the Water Plant as part of their Utilities continuing education. The BMA was able to view the intake which was built into the side of a cliff. The placement of the intake saved the intake during Hurricane Helene. Mayor Wolfe shared memories of the late Coach Holbert Powell. The Mayor also shared a Throwback Thursday video from WCYB which was filmed in 1993 about Jonesborough.

The next item on the agenda was citizen comments. There were two people who signed up to speak, Tony Snapp of 1397 Prospects Way, and Ruth Verhegge of 445 Miller Road in Telford. Tony Snapp addressed the BMA asking for further consideration before awarding the mowing and landscaping bids. He noted that he has held contracts with the Town for many years and always did his best to accommodate the Town anytime there was a need and that he didn't increase his prices from last year. He stated he was disappointed that his company was not recommended to receive a contract this year. Ruth Verhegge invited the BMA and audience to attend the Paws in Blue BBQ fundraiser event on February 20, 2026, at the Senior Center. There will also be a silent auction. This is the largest fundraiser for Paws in Blue.

Alderman Communications was the next item on the agenda. Mayor Wolfe asked the Aldermen if they had any comments. Alderman Dickson shared his gratitude to the McKinney Center for hosting a student art exhibit January 19-23. This exhibit included art work from students of Johnson City Schools and Washington County Schools. It was a great tribute to Dr. King. He also thanked the Director's monthly reports, they were very well done and complete. He is hopeful that it shows the culture of working for Jonesborough is good and people enjoy what they do. Alderman Countermine asked everyone to keep Alderman Causey in their thoughts and prayers as she has a surgery coming up.

Town Attorney Comments was the next item on the agenda. Mr. Musgrove didn't have any updates for the BMA at this time.

The next item on the agenda was discussion and possible action concerning second and final reading on an Ordinance amending the Municipal Code, Title 1, Chapter 5, Section 1-502, Composition, appointment and membership of the Recreation Advisory Commission to expand the membership from eleven members to twelve members. With the sheer number of sports-oriented/recreational activities that occur during the prominent season in Jonesborough, and the number of “affiliate” organizations working in partnership with the town, it makes sense to increase the membership by adding Jr. Pioneer Athletics as an affiliate member, and all members having voting privileges. The Parks and Recreation Advisory Committee voted unanimously to recommend an expansion of the committee. The BMA passed the ordinance amendment on First Reading at the January 12, 2026, meeting. With no further discussion the Mayor called for a motion. Alderman Dickson made a motion, seconded by Alderman Jenkins, to approve as presented. The motion duly passed.

ORDINANCE NO. 2026-03

**AN ORDINANCE AMENDING THE JONESBOROUGH MUNICIPAL CODE TITLE 1
CHAPTER 5 SECTION 1-502 RECREATION COMMISSION**

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

SECTION 1. That the Jonesborough, Tennessee Municipal Code, Section 1-502 be amended regarding the Composition, Appointment and Membership and to read as follows:

1-502. Composition, appointment and membership.

(1) The recreation advisory committee shall be composed of twelve (12) voting members. Three (3) of the voting members shall be the following:

- (a) The mayor or his/her designee.
- (b) The Washington County Mayor or his/her designee.
- (c) One (1) alderman from the Jonesborough Board of Aldermen.

Six (6) members shall be appointed members and shall be selected by the mayor and confirmed by the board of mayor and aldermen. The director of parks and recreation shall be an ex-officio member of the advisory committee.

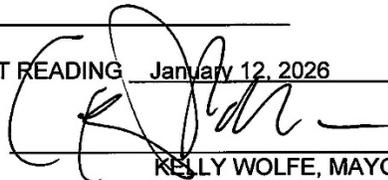
(2) Affiliate membership. An affiliate membership on the advisory committee is hereby established, and the President of the Jonesborough Little League Associate or his/her Designee, the President of Jonesborough Youth Soccer or his/her Designee, and the President of Jr. Pioneer Athletics or his/her Designee is officially designated as an affiliate member to the Recreation Advisory Committee. Affiliate members' votes will be treated with equal authority to those of other voting members.

SECTION 2. This ordinance shall take effect from and after its final passage, the public welfare requiring it.

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

Those voting against: _____

PASSED ON FIRST READING January 12, 2026

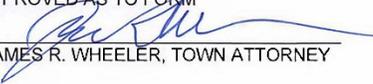


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

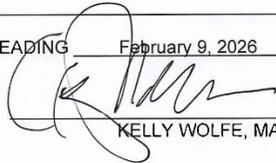
APPROVED AS TO FORM


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: _____

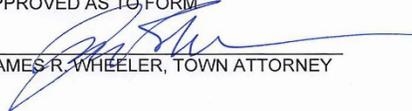
PASSED ON SECOND READING February 9, 2026


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

The next item on the agenda was discussion and possible action regarding an initial Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds, not to exceed \$15,000,000.00. The Board of Mayor and Aldermen approved several items last year related to the Water Treatment Plant Upgrade, including:

- \$22,818,000 - USDA Loan Resolution, Initial Bond Resolution and Full Bond Resolution for Interim Financing
- \$37,438,375 - Bid Award to Judy Construction Company
- \$15,000,000 - USDA Loan Resolution (Overage)

Because the bid award exceeded the amount of financing previously authorized by the Board, staff worked with representatives from USDA to secure an additional \$15,000,000 in financing. Since USDA funds are not made available on the front-end, we must rely on interim financing in the form of bond anticipation notes. The issuance of these notes requires the passage of an initial bond resolution as well as a full bond resolution. The Full Bond Resolution will be presented for your consideration under a separate agenda item. With no further discussion Alderman Countermine made a motion, seconded by Alderman Jenkins to approve the initial resolution as presented. The motion duly passed.

RESOLUTION NO. 2026-03

INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$15,000,000 WATER SYSTEM REVENUE AND TAX BONDS, IN ONE OR MORE SERIES, OF THE TOWN OF JONESBOROUGH, TENNESSEE, TO PROVIDE FUNDING FOR CERTAIN PUBLIC WORKS PROJECTS AND TO FUND THE INCIDENTAL AND NECESSARY EXPENSES RELATED THERETO

WHEREAS, it is necessary and in the public interest of the Town of Jonesborough, Tennessee (the "Municipality"), to issue its Water System Revenue and Tax Bonds, in one or more series (the "Bonds"), for the purpose of financing certain public works projects, as hereinafter specified.

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

SECTION 1. That for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water treatment plant of the water system of the Municipality (the "System"); the acquisition of all property real and personal, appurtenant thereto or connected with such work; to pay legal, fiscal, administrative, architectural and engineering costs; to reimburse the Municipality for the costs of the above project; and to pay costs incident to the issuance and sale of the Bonds, the issuance of the Bonds of the Municipality in the aggregate principal amount of not to exceed Fifteen Million Dollars (\$15,000,000) is hereby authorized. The Bonds shall be issued at a date or dates, at a rate or rates of interest not to exceed the maximum rate allowed by law, and upon terms and conditions to be later determined.

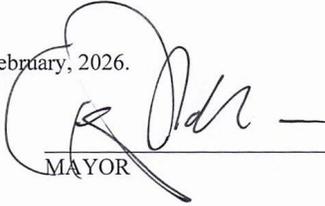
SECTION 2. That the principal of, premium, if any, and interest on, the Bonds, shall be payable from revenues to be derived from the operation of the System and in the event of a deficiency in such revenues, from ad valorem taxes to be levied for such purpose on all taxable property within the corporate limits of the Municipality, without limitation as to time, rate, and amount and for the punctual payment of said principal of, premium, if any, and interest on, the Bonds, the full faith and credit of the Municipality will be irrevocably pledged.

SECTION 3. That the Bonds described and authorized by this Resolution shall be issued pursuant to Title 9, Chapter 21, Tennessee Code Annotated, as amended (the "Act").

SECTION 4. That after the adoption of this Resolution, the Town Recorder is directed to cause this Resolution, with the notice prescribed by the Act, to be published in full once in a newspaper published and having general circulation in the Municipality.

SECTION 5. That this Resolution shall take effect from and after its adoption, the welfare of the Municipality requiring it.

Adopted and approved this 9th day of February, 2026.


MAYOR

ATTEST:

TOWN RECORDER

NOTICE

The foregoing Resolution has been adopted. Unless within twenty (20) days from the date of publication hereof a petition, signed by at least ten percent (10%) of the registered voters of the Town of Jonesborough, Tennessee, shall have been filed with the Town Recorder protesting the issuance of the Bonds, such Bonds will be issued as proposed.

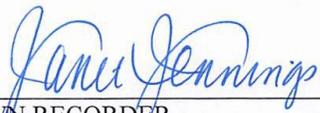
STATE OF TENNESSEE)

COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town 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 an Initial Resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen of said Municipality held on February 9, 2026; (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 \$15,000,000 Water System Revenue and Tax Bonds, in one or more series, of said Municipality; (4) that the actions by the said Board of Mayor and Aldermen 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 of Mayor and Aldermen was present and acting throughout the meeting.

WITNESS my official signature and seal of said Municipality this 9th day of February, 2026.




TOWN RECORDER

The next item on the agenda was discussion and possible action concerning a Full Bond Resolution authorizing the Issuance of Water System Revenue and Tax Bonds and Bond Anticipation Notes, Not to Exceed \$15,000,000.00. The full bond resolution is related to the initial resolution considered on the previous agenda item. Passage of this resolution will allow us to initiate the process of putting interim financing in place for the overage on the Water Treatment Plant Upgrade bid. With no further discussion Alderman Dickson made a motion to approve the full bond resolution authorizing the issuance of Water System Revenue and Tax Bonds and Bond Anticipation Notes, in an amount not to exceed \$15,000,000.00 as presented. Alderman Countermine seconded the motion. The motion duly passed.

RESOLUTION 2026-06

A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF NOT TO EXCEED \$15,000,000 WATER SYSTEM REVENUE AND TAX BONDS, IN ONE OR MORE SERIES, BY THE TOWN OF JONESBOROUGH, TENNESSEE; AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES PRIOR TO THE ISSUANCE OF THE BONDS; AND AUTHORIZING THE LEVY OF TAXES TO PAY THE BONDS AND NOTES.

WHEREAS, the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee (the "Municipality") has determined that it is necessary and advisable to authorize the issuance of water system revenue and tax bonds of the Municipality for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water treatment plant of the water system of the Municipality (the "System"); and

WHEREAS, the Board of Mayor and Aldermen did on the date hereof adopt an Initial Resolution authorizing the bonds described herein (the "Initial Resolution"); and

WHEREAS, the Initial Resolution authorized payment of the principal and interest on the bonds from the net revenues of the System, and in the event such net revenues are insufficient therefor, from ad valorem taxes to be levied for such purpose on all taxable property within the corporate limits of the Municipality, without limitation as to time, rate, or amount; and

WHEREAS, the United States Department of Agriculture, acting through Rural Development ("Rural Development"), has issued to the Municipality its Letter of Conditions dated November 14, 2024, as amended (the "Letter of Conditions"), in which it has agreed to purchase the bonds on terms and conditions favorable to the Municipality and its citizens; and

WHEREAS, the Board of Mayor and Aldermen wishes to authorize the issuance, sale and payment of the bonds, the issuance of bond anticipation notes prior to the issuance of the bonds, and the levy of taxes to pay the bonds and the notes;

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

Section 1. **Authority.** The bonds and notes authorized by this resolution are issued pursuant to Sections 9-21-101, *et seq.*, Tennessee Code Annotated, and other applicable provisions of law.

Section 2. **Definitions.** In addition to the capitalized terms defined above, the following terms shall have the following meanings in this resolution unless the text expressly or by necessary implication requires otherwise:

"Bonds" shall mean the not to exceed \$15,000,000 Water System Revenue and Tax Bonds, in one or more series, of the Municipality, authorized to be issued by this resolution.

"Code" means the United States Internal Revenue Code of 1986, as amended, and the applicable regulations of the United States Department of the Treasury promulgated thereunder.

"Current Expenses" means all expenses incurred by, or on behalf of, the Municipality in connection with the operation, maintenance, repair, insuring, and administration of the System, including, but not

necessarily limited to, salaries, wages, the cost of supplies, materials, utilities, and rental payments, and the cost of audits, but shall specifically exclude depreciation, amortization, interest on bonds, and expenditures for any capital improvements of the System, the useful life of which is reasonably expected to exceed one year, determined in accordance with generally accepted accounting principles.

“Fiscal Year” shall mean the Municipality’s fiscal year.

“Governing Body” shall mean the Board of Mayor and Aldermen of the Municipality.

“Net Revenues” means for any period, the excess of Revenues of the System over its Current Expenses during such period determined in accordance with generally accepted accounting principles.

“Notes” shall mean the bond anticipation notes authorized to be issued by this resolution.

“Prior Outstanding Obligations” means the outstanding bonds of the Municipality which are payable from and secured by, at least in part, a pledge of the Net Revenues of the System, which pledge is prior to the pledge securing the Bonds, unless the documents authorizing such bonds permit additional bonds to be issued on a parity therewith, in which case the Bonds shall be on a parity.

“Project” shall mean the public works project described in the Letter of Conditions as it may be amended from time to time, including, without limitation, the construction, improvement, renovation and equipping of a water treatment plant described therein, and all capital costs related thereto.

“Revenues” means all receipts, revenues, income, and other monies received by, or on behalf of, the Municipality from, or for, the operation of the System and all rights to receive such receipts, revenues, income, and other monies, whether in the form of accounts receivable, contract rights, or otherwise, and proceeds from insurance against loss of, or damage to, the System, or from any sale or conveyance, in accordance with the terms hereof, of all or part of the System.

“System” means, collectively, the complete water system of the Municipality, and all water system properties of every nature hereafter owned by the Municipality, including all improvements and extensions made by the Municipality while the Bonds remain outstanding, and including all real and personal property of every nature comprising part of or used or useful in connection with the water system and including all appurtenances, contracts, leases, franchises, and other intangibles.

Section 3. Authorization of Terms and Sale of the Bonds.

(a) **General Terms.** The Governing Body hereby authorizes the issuance of water system revenue and tax bonds, in one or more series, of the Municipality in an aggregate principal amount up to \$15,000,000 (the “Bonds”). The Bonds shall be numbered R-1 upwards for each series, with such series designations as determined by the officials of the Municipality executing such Bonds. The Bonds shall be issued to Rural Development in exchange for the payment of a price equal to 100% of the par amount thereof.

(i) The Bonds shall be issued to:

(1) finance the costs of the Project (including any reimbursement thereof);

(2) retire the principal of and, with the consent of Rural Development, interest on the Notes; and

(3) pay costs of issuing the Bonds.

(ii) The Bonds shall be known as “Water System Revenue and Tax Bonds” or such other name as may be selected by the Mayor of the Municipality (the “Mayor”). A series designation indicating the year of issuance and such other distinctions as may be directed by the Mayor shall be added to the name of such Bonds.

(iii) The Bonds shall be dated the date or dates of delivery.

(iv) The Bonds shall consist of a fully registered bond in the principal amount of not to exceed Fifteen Million Dollars (\$15,000,000) numbered R-1. The Bonds shall bear interest at a rate not to exceed 4.25% per annum and shall be payable in not more than 480 equal monthly installments of principal and interest in an amount sufficient to fully amortize the Bonds over the period of such installments. The first installment of debt service on such Bonds shall be due and payable one month following the date of issuance, but in no event later than the 28th day of the month of such first payment, and all subsequent installments shall be due and payable on the same day of each month thereafter. The approximate annual aggregate principal and interest requirement on the Bonds is calculated as not to exceed Sixty-Five Thousand Forty-Four Dollars (\$65,044), assuming an interest rate of four and twenty-five hundredths percent (4.25%). In all events, the final installment shall be in the amount of the entire unpaid balance of principal and interest on the Bonds. All payments of principal and interest on such Bonds shall be made directly to the registered owner thereof at its address shown on the bond registration records of the Municipality, without, except for final payment, the presentation or surrender of such Bonds, and all such payments shall discharge the obligation of the Municipality in respect of such Bonds to the extent of the payments so made. The records of the owner of the Bonds shall be conclusively presumed to be correct with respect to amounts of payments made and outstanding principal balance. Upon final payment, the Bonds shall be submitted to the Town Recorder of the Municipality (the “Town Recorder”), as bond registrar, for cancellation.

(b) The Mayor is hereby authorized to cause the Bonds to be issued in an aggregate principal amount less than \$15,000,000 if it is determined that the full amount of the Bonds is not needed to pay authorized costs. The Mayor and Town Recorder are authorized to execute and deliver the Bonds, to execute such certificates and documents and to take such other actions as they shall deem necessary in connection with the sale and delivery of the Bonds.

(c) The Bonds shall not be issued until after the passage of 20 days from the date of publication of the Initial Resolution authorizing the Bonds, and in no event shall the Bonds be issued without a prior referendum if a petition signed by at least ten percent of the registered voters in the Municipality is filed protesting the issuance of the Bonds within the statutorily prescribed 20-day period.

(d) The Municipality shall have the right, at its option, to prepay the Bonds or any installment thereof, in whole or in part, at any time, without penalty. Any partial prepayment, after payment of interest, shall be applied to the installments last to become due under the Bond and shall not affect the obligation of the Municipality to pay the remaining installments as they come due. Notice of prepayment shall be given to the registered owner of the Bonds not less than thirty (30) days prior to the date of prepayment, unless waived by the registered owner.

(e) The Municipality hereby appoints the Town Recorder to act on behalf of the Municipality as registrar and paying agent for the Bonds. The Bonds are transferable by the registered owner thereof, or by its attorney duly authorized in writing, on the registration records of the Municipality, upon presentation of the Bonds to the registrar for transfer with the form of assignment attached thereto

completed in full and signed with the name of the registered owner. All transferees shall take the Bonds subject to such condition. The Municipality may treat the registered owner as the absolute owner hereof for all purposes and shall not be affected by any notice to the contrary whether or not any payments due on the Bonds shall be overdue.

(f) The Bonds shall be signed by the Mayor, shall be attested by the Town Recorder and shall have impressed thereon the corporate seal of the Municipality.

Section 4. Authorization of Terms and Sale of Bond Anticipation Notes.

(a) The Governing Body hereby authorizes the issuance of water system revenue and tax bond anticipation notes in the maximum aggregate principal amount equal to the maximum principal amount of the Bonds (the "Notes"). The proceeds of the Notes shall also be used to pay costs of the Project (including reimbursement thereof), interest during construction of the Project and for six (6) months thereafter, with the consent of Rural Development, and issuance costs of the Notes. The Notes shall be in the form of fully registered notes, without coupons, shall be issued as drawdown obligations if the Mayor shall so designate, shall be known as Water System Revenue and Tax Bond Anticipation Notes, together with a series designation further identifying the Notes, as selected by the Mayor, and shall be dated as of the date or dates of delivery.

(b) The Notes shall mature not later than two years from their issuance, shall bear interest at a rate not to exceed the maximum rate permitted by applicable law, payable at such time as the Mayor shall designate, and shall be subject to prepayment upon such terms as the Mayor shall designate.

(c) The Mayor shall select the purchaser of the Notes and cause the Notes to be sold to such purchaser at a price of par. In connection therewith, the Mayor is authorized to establish the remaining terms of the Notes, without further action by the Governing Body. The Mayor and Town Recorder are authorized to execute and deliver the Notes, to execute such certificates and documents and to take such other actions as they shall deem necessary to further evidence the Municipality's obligations under the Notes. The Notes may also be issued to Rural Development, upon the terms otherwise provided herein, in which case the Notes shall also bear the designation of "Interim Certificate of Indebtedness." The purchase price paid by Rural Development for the Bonds shall be reduced by the principal amount of the Interim Certificate held by it, including accrued interest thereon, and such Interim Certificate shall be delivered by Rural Development to the Municipality at the time of delivery of the Bonds.

(d) The Notes shall not be issued until after the passage of 20 days from the date of publication of the Initial Resolution authorizing the Bonds, and in no event shall the Notes be issued without a prior referendum if a petition signed by at least ten percent of the registered voters of the Municipality is filed protesting the issuance of the Bonds within the prescribed 20-day period.

(e) Pursuant to Section 9-21-505, Tennessee Code Annotated, the approval of the Comptroller's office is not required for the issuance of the Notes because the Bonds will be issued to a federal agency.

(f) The Governing Body hereby approves the renewal and extension of the Notes issued hereunder, without further action of the Governing Body, to the extent such Notes have matured (or are scheduled to mature) and the Bonds have not and will not be issued in time to retire the maturing Notes.

(g) If the Notes are sold in more than one series, the Mayor is authorized to cause to be sold in each series an aggregate principal amount of Notes less than that shown authorized in Section 4 hereof for each series, and to make corresponding adjustments to the maturity dates of each series

designated herein; provided, however, that the total aggregate principal amount of all series issued does not exceed the total aggregate amount of Notes authorized to be issued hereunder.

(h) The Municipality hereby appoints the Town Recorder to act on behalf of the Municipality as registrar and paying agent for the Notes. The Notes are transferable by the registered owner thereof, or by its attorney duly authorized in writing, on the registration records of the Municipality, upon presentation of the Notes to the registrar for transfer with the form of assignment attached thereto completed in full and signed with the name of the registered owner. All transferees shall take the Notes subject to such condition. The Municipality may treat the registered owner as the absolute owner hereof for all purposes and shall not be affected by any notice to the contrary whether or not any payments due on the Notes shall be overdue.

(i) The Notes shall be signed by the Mayor, shall be attested by the Town Recorder and shall have impressed thereon the corporate seal of the Municipality.

Section 5. **Security and Source of Payment of the Bonds and Notes.** The Bonds shall be payable primarily from and be secured by a pledge of the Net Revenues to be derived from the operation of the System, and are hereby declared to be equally and ratably secured, subject to a prior pledge of such Net Revenues to Prior Outstanding Obligations, by a pledge of such Net Revenues. In the event of a deficiency in such Net Revenues, the Bonds shall be payable 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 Bonds shall be a direct general obligation of the Municipality, for which the punctual payment of the principal and interest on the Bonds, the full faith and credit of the Municipality is hereby irrevocably pledged. The Notes shall be paid from proceeds of the Bonds. In the event such proceeds are unavailable, the Notes shall be secured and payable in exactly the same manner as the Bonds.

Section 6. **Form of Bonds and Notes.** The Notes shall be in the form approved by the Mayor consistent with the terms of this resolution. The Bonds shall be in substantially the following form, the omissions to be appropriately completed when such Bonds are prepared and delivered:

(Form of Bonds)

UNITED STATES OF AMERICA
STATE OF TENNESSEE
TOWN OF JONESBOROUGH, TENNESSEE
WATER SYSTEM REVENUE AND TAX BOND, SERIES ____

R-__ \$ _____

KNOW ALL MEN BY THESE PRESENTS: That the Town of Jonesborough, Tennessee (the "Municipality"), for value received hereby promises to pay to the registered owner hereof, or its registered assigns, in the manner and from the sources hereinafter provided, the sum of \$_____, with interest on the unpaid balance hereof at the rate of _____% per annum from the date hereof until the principal amount hereof shall have been fully paid. This Bond is payable in 480 consecutive installments of principal and interest in the amount of \$_____ each. The first installment shall be due and payable on _____, and all subsequent installments shall be due and payable on _____. In all events, the final installment shall be in the amount of the entire unpaid balance of principal and interest on the Bond. Both principal hereof and interest hereon are payable in lawful money of the United States of America by electronic fund transfer or by check or draft mailed to the registered owner at the address shown on the bond registration records of the Municipality, and such payments shall discharge the obligation of the issuer hereof to the extent of the payments so made.

Upon final payment, this Bond shall be submitted to the Town Recorder of the Municipality, as Bond Registrar, for cancellation.

Prepayments of scheduled installments, or any portion thereof, may be made at any time at the option of the Municipality. Any partial prepayment shall, after payment of interest, be applied to the installments last to become due under this Bond and shall not affect the obligation of the Municipality to pay the remaining installments as they come due. Notice of prepayment shall be given to the registered owner hereof not less than thirty (30) days prior to the date of prepayment, unless waived by the registered owner.

This Bond shall be transferable by the registered owner hereof, or by its attorney duly authorized in writing, on the registration records of the Town Recorder of the Municipality at the office of the Town Recorder of the Municipality, upon presentation of the Bond to the registrar for transfer with the form of assignment attached hereto completed in full and signed with the name of the registered owner. All transferees shall take this Bond subject to such condition. The Municipality may treat the registered owner as the absolute owner hereof for all purposes, and shall not be affected by any notice to the contrary whether or not any payments due on this Bond shall be overdue.

This Bond is one of a series of bonds known as “Water System Revenue and Tax Bonds, Series _____”, issued by the Municipality in the aggregate principal amount of \$_____. This Bond is issued by the Municipality for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water treatment plant of the water system of the Municipality (the “System”), under and in full compliance with the constitution and statutes of the State of Tennessee, including Sections 9-21-101, et seq., Tennessee Code Annotated, and pursuant to a resolution duly adopted by the Board of Mayor and Aldermen of the Municipality on the 9th day of February, 2026 (the “Resolution”).

This Bond shall be payable primarily from and be secured by a pledge of the Net Revenues to be derived from the operation of the System, and is hereby declared to be equally and ratably secured, subject to a prior pledge of such Net Revenues to Prior Outstanding Obligations, by a pledge of such Net Revenues. In the event of a deficiency in such Net Revenues, this Bond shall be payable 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. This Bond shall be a direct general obligation of the Municipality, for which the punctual payment of principal and interest on this Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. For a more complete statement of the terms and conditions upon which this Bond is payable, the general covenants and provisions pursuant to which this Bond is issued and the terms upon which the above described resolution may be modified, reference is hereby made to the Resolution.

This Bond and the income therefrom are exempt from all present state, county and municipal taxes in Tennessee except (a) Tennessee excise taxes on interest on the Bond during the period the Bond is held or beneficially owned by any organization or entity, other than a general partnership or sole proprietorship, doing business in the State of Tennessee, and (b) Tennessee franchise taxes by reason of the inclusion of the book value of the Bond in the Tennessee franchise tax base of any organization or entity, other than a general partnership or sole proprietorship, doing business in the State of Tennessee.

It is hereby certified, recited, and declared that all acts, conditions, and things required to exist, happen, and be performed precedent to and in the issuance of this Bond exist, have happened, and have been performed in due time, form, and manner as required by law, and that the amount of this Bond does not exceed any limitation prescribed by the constitution and statutes of the State of Tennessee.

IN WITNESS WHEREOF, the Town of Jonesborough, Tennessee has caused this Bond to be signed by its Mayor and attested by its Town Recorder under the corporate seal of the Municipality, all as of this _____ day of _____, _____.

TOWN OF JONESBOROUGH, TENNESSEE

FORM ONLY – DO NOT SIGN

Mayor

ATTEST:

FORM ONLY – DO NOT SIGN

Town Recorder

(SEAL)

(End of Form of Bonds)

Section 7. **Levy of Tax.** For the purpose of providing for the payment of the principal and interest on the Bonds, there is hereby pledged for such payment the Net Revenues derived from the operation of the System, in amounts not exceeding the amounts required to make such payments as they come due. In the event of a deficiency in the Net Revenues there shall be levied in each year in which such Bonds 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; provided, however, that the tax so levied in any year may be proportionately reduced by the amount of money actually on hand from the Net Revenues of the System and available for payment of such principal and interest. The Governing Body of the Municipality is required by law and shall and does hereby pledge to levy such tax. Principal and 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 and used solely for the payment of principal and interest on the Bonds, as the same shall become due.

Section 8. **Charges for Services Supplied by the System.** While the Bonds remain outstanding and unpaid, the Municipality covenants and agrees that the charges for all services supplied through the medium of the System to the Municipality and its residents and to all consumers shall be reasonable, just, and sufficient taking into account and consideration the cost and value of the System and the cost of maintaining, operating, and insuring the System, and the proper and necessary allowances for the depreciation thereof, and the amounts necessary for the payment of principal and interest on indebtedness of the Municipality, including the Bonds, payable from the Revenues.

Section 9. **Remedies of Bond Owners.** Any owner of the Bonds may either at law or in equity, by suit, action, mandamus or other proceedings, in any court of competent jurisdiction enforce and compel performance of all duties imposed upon the Municipality by the provisions of this resolution, including the levy and collection of ad valorem taxes to meet the obligations of the Municipality under this resolution.

Section 10. **Disposition of the Proceeds of the Notes and Bonds.** The proceeds of the sale of the Notes shall be applied directly to the costs authorized herein or deposited with a financial institution regulated by and the deposits of which are insured by the Federal Deposit Insurance Corporation or similar

federal agency, in a special fund designated so as to identify it with this resolution (the "Construction Fund") and shall be disbursed solely for the payment of Project costs (including reimbursement thereof), legal, fiscal, administrative, architectural and engineering costs incident thereto, interest during construction of the Project and for six (6) months thereafter, with the consent of Rural Development, and bond issuance costs. Money in the Construction Fund shall be secured in the manner prescribed by applicable statutes relative to the securing of public or trust funds, if any, or in the absence of such statutes, by a pledge of readily marketable securities having at all times a market value of not less than the amount in the Construction Fund. Money in the Construction Fund shall be expended only for the purposes authorized by this resolution.

The proceeds of the Bonds shall be used first, to the extent permitted by Rural Development, to retire the Notes if such Notes are outstanding. To the extent that the proceeds of the Bonds are insufficient to retire the Notes, the Municipality shall apply other funds in an amount sufficient to fully retire the Notes. Any remaining proceeds of the Bonds, together with any grant funds received from Rural Development, shall be applied directly to the costs authorized herein or deposited to the Construction Fund. After the Project has been completed, any unspent Bond proceeds shall be used at the earliest practicable date for the prepayment of the Bonds as herein provided. All funds, including both loan and grant funds, provided by Rural Development for Project costs, but not needed to pay Project costs, will be considered to be Rural Development grant funds and returned to the Government Finance Office. If the amount of unused Rural Development funds exceeds Rural Development grant amount, the excess will be considered to be Rural Development loan funds and used to prepay the Bonds as provided above.

Section 11. **Federal Tax Matters.** The Bonds will be issued as federally tax-exempt bonds. At the Mayor's discretion, the Notes may be issued as federally tax-exempt obligations. The Municipality hereby covenants that it will not use, or permit the use of, any proceeds of the Bonds or Notes in a manner that would cause the Bonds or Notes (if applicable) to be subjected to treatment under Section 148 of the Code, and applicable regulations thereunder, as "arbitrage bonds." To that end, the Municipality shall comply with applicable regulations adopted under said Section 148. The Municipality further covenants with the registered owners from time to time of the Bonds and the Notes (if applicable) that it will, throughout the term of the Bonds and Notes and through the date that the final rebate, if any, must be made to the United States in accordance with Section 148 of the Code, comply with the provisions of Sections 103 and 141 through 150 of the Code and all regulations proposed and promulgated thereunder that must be satisfied in order that interest on the Bonds and Notes (if applicable) shall be and continue to be excluded from gross income for federal income tax purposes under Section 103 of the Code.

It is reasonably expected that the Municipality will reimburse itself for certain expenditures made by it in connection with the Project by issuing the Bonds and the Notes. This resolution shall be placed in the minutes of the Governing Body and shall be made available for inspection by the general public at the office of the Governing Body. This resolution constitutes a declaration of official intent under Treas. Reg. §1.150-2.

The Mayor is authorized and directed, on behalf of the Municipality, to execute and deliver all such certificates and documents that may be required of the Municipality in order to comply with the provisions of this Section.

Section 12. **Reasonably Expected Economic Life.** The "reasonably expected economic life" of the Project within the meaning of Sections 9-21-101, *et seq.*, Tennessee Code Annotated, is greater than the term of the Bonds financing said Project.

Section 13. **Resolution a Contract.** The provisions of this resolution shall constitute a contract between the Municipality and the owners of the Bonds and the Notes, and after the issuance of either the

Bonds or Notes, no change, variation or alteration of any kind in the provisions of this resolution shall be made in any manner, except as provided in the following Section, until such time as the Bonds and Notes and interest due thereon shall have been paid in full.

Section 14. **Modification of Resolution.** The terms, covenants and agreements set forth in this resolution may be modified or amended by resolution of the Governing Body, consented to in writing by the owner of the Bonds and, while the Notes are outstanding, the Notes.

Section 15. **Defeasance.** So long as Rural Development is the owner of the Bonds herein authorized, the Municipality shall not issue any bonds or other obligations for the purpose of defeasing or otherwise terminating the lien of the Bonds herein authorized without immediately prepaying the Bonds.

Section 16. **Compliance with Debt Management Policy.** The Governing Body hereby finds that the issuance of the Bonds and the Notes is consistent with the Municipality's debt management policy.

Section 17. **Engagement of Bond Counsel and Placement Agent.** The Governing Body hereby approves the engagement of Adams and Reese LLP to serve as bond counsel with respect to the issuance of the Bonds and the Notes and Raymond James & Associates, Inc. to serve as Placement Agent with respect to the issuance of the Notes.

Section 18. **Loan Resolutions Control.** So long as Rural Development is the registered owner of any of the Bonds, the Municipality shall be subject to the separate Loan Resolutions executed and entered into by the Municipality at the closing of the issuance of the Bonds, which Loan Resolutions are incorporated by reference herein. The provisions of the Loan Resolutions and the provisions of this resolution are to be construed wherever possible so that they will not be in conflict. In the event such a construction is not possible, the provisions of the Loan Resolutions shall prevail.

Section 19. **Separability.** 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 of this resolution.

Section 20. **Repeal of Conflicting Resolutions and Effective Date.** All other 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 immediate effect from and after its adoption.

[signature page follows]

Adopted and approved this 9th day of February, 2026.

TOWN OF JONESBOROUGH, TENNESSEE


Mayer

ATTEST:

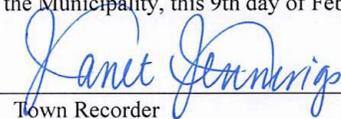

Town Recorder

STATE OF TENNESSEE)

COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Municipality") and, as such official, I further certify as follows: (1) that attached hereto is a true, correct and complete copy of a resolution adopted by the Board of Mayor and Aldermen of the Municipality at its February 9, 2026 meeting; and (2) that a quorum of the members of the Board of Mayor and Aldermen was present and acting throughout said meeting.

WITNESS my official signature and the seal of the Municipality, this 9th day of February, 2026.


Town Recorder

The next item on the agenda was discussion and possible action concerning approval of a Resolution authorizing the submission of an application for fiscal year 26 State Community Development Block Grant Funds. Prior to and subsequently following the completion of the new Jonesborough Elementary School, the town has been strategically planning for the road extension of Skyline Drive, including a walkway (project), from the school to Boones Creek Road. We have been working on applying for the 2026 Community Development Block Grant program for this project. As part of the application process, it requires BMA approval of a resolution authorizing the submission of an application for Fiscal Year 2026 State Community Development Block Grant funds. Other background regarding the CDBG is:

- Requests for Qualifications (RFQs) were sent out as part of the required procurement process to apply for the CDBG project. We solicited for both Administrative and Engineering services. Solicitations and recommendations for each service are actionable items for this board meeting.
- Letters and surveys were sent to school families at the Jonesborough Elementary School as required by the CDBG program. 250 surveys/letters were sent to individual households requesting their response. The CDBG program funds activities that principally benefit low-and moderate-income (LMI) persons so the results of the survey are of utmost importance to our pursuit of the grant.

Currently, CDBG maximum funds are \$1,000,000.00 with a required 19% or \$190,000.00 match by the Town and \$810,000.00 match by the State. Investing in our community means making every dollar work as hard as possible. By using a matching grant to help fund the new road and walkway, we're able to multiply the impact of our local dollars. Instead of paying the full cost ourselves, the grant covers a significant portion of the project – reducing the financial obligation while still delivering long-term improvements that benefit everyone. The application will be submitted in March; the State will make announcements in November or December; then environmental reviews will begin, and the engineer starts the design phase. So, construction may not start on these types of grant projects until Summer or Fall 2027. Therefore, our portion of the funding will not be a budget item until Fiscal Year 2027-2028.

Alderman Jenkins made a motion to approve the Resolution authorizing the submission of an application for Fiscal Year 2026 State Community Development Block Grant funds as presented. Alderman Causey seconded the motion. The motion duly passed.

RESOLUTION NO. 2026-07

A RESOLUTION OF THE MAYOR AND BOARD OF ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FY 2026 STATE COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS

WHEREAS, the State of Tennessee Department of Economic and Community Development administers the Community Development Block Grant Program that was established to assist local governments in meeting community development and housing needs consistent with the objectives as set forth in Title I of the Housing and Community Development Act of 1974, as amended; and

WHEREAS, the Town of Jonesborough acting by and through its Mayor and Board of Aldermen proposes to apply for the Community Development Block Grant (CDBG) funds for the purpose of performing eligible community development activities that will benefit residents of the Town of Jonesborough.

WHEREAS, the Town of Jonesborough will provide local financial support in conjunction with the CDBG funds to complete the eligible project; and

WHEREAS, an applicant of State CDBG funds is required to comply with program guidelines and federal statutes and regulations:

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

THAT, Kelly Wolfe, Mayor, or successor in title, is hereby authorized to submit an application to the State of Tennessee, Department of Economic and Community Development, requesting Fiscal Year 2026 Community Development Block Grant funds in the amount not to exceed \$1,000,000.00 for a Community Infrastructure Project; and

THAT, the Town of Jonesborough will be responsible for the local cash/match to be provided in full by the General Account; and

THAT, Kelly Wolfe, Mayor, or successor in Title, be and is hereby designated and authorized to sign the application and contract or grant documents for receipt and to take all actions necessary to implement and complete grant activities on behalf of the Town of Jonesborough, Tennessee.

READ AND ADOPTED this the 9th day of February 2026.

TOWN OF JONESBOROUGH

Kelly Wolfe, Mayor

ATTEST:

Janet Jennings, Town Recorder

The next item up for consideration was discussion and possible action on a Resolution hiring Administrative Services and Engineering Services for the 2026 Community Development Program. As you are aware, we are planning on submitting a State of Tennessee FY 2026 Community Development Block Grant (CDBG) program. The CDBG application is for the Skyline Drive Road Extension and Walkway project from the new school to Boones Creek Road. As part of our effort to secure funding for the project through CDBG funds, Request for Qualification (RFQ) letters were sent to three administration firms and five engineering firms.

Administrative Services

The town received two responses for RFQs on administration services from Community Development Partners, LLC (CDP) and Mattern & Craig. Staff completed the required evaluations/scorecards regarding qualifications (see attached scoring). Both firms scored well with CDP scoring higher. CDP has a long history of providing excellent administrative services to the town.

Engineering Services

The town received three responses for RFQs on engineering services from DTWood Engineering, Mattern & Craig, and Ardurra. Staff completed the required evaluations/scorecards regarding qualifications (see attached scoring). Two of the three companies, DTWood and Mattern & Craig, scored well with DTWood scoring higher. DTWood has a long history of providing excellent administrative services to the town.

Alderman Countermine made a motion to approve the Resolution for Community Development Partners, LLC to provide the Town with Administrative Services and a Resolution for DTWood Engineering, Inc., to provide the Town with Engineering Services as a part of the State of Tennessee’s Fiscal Year 2026 Community Development Block Grant program for the Skyline Drive Road Extension and Walkway project. Alderman Dickson seconded the motion. The motion duly passed.

RESOLUTION NO. 2026-04
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 2026 Community Development Block Grant (CDBG) program; and

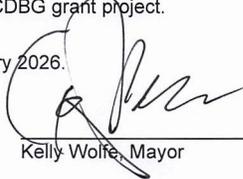
WHEREAS, the Mayor and Board of Aldermen of the Town of Jonesborough find it in the Town’s best interest to secure the assistance of an experienced and qualified professional administrative management services firm to assist in preparing and administering the Town’s 2026 CDBG program; and

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

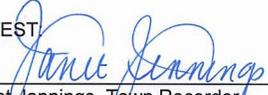
WHEREAS, Community Development Partners, LLC has been chosen to assist in the administration of the project.

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 2026 CDBG grant project.

READ AND ADOPTED this the 9th day of February 2026.



Kelly Wolfe, Mayor

ATTEST


Janet Jennings, Town Recorder

RESOLUTION NO. 2026-05
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 2026 Community Development Block Grant (CDBG) 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 2026 CDBG program; and

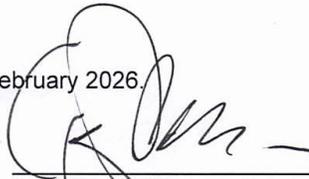
WHEREAS, in compliance with pertinent State regulations, the Town has solicited and evaluated statements of qualifications of interested professional engineering firms; and

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 DTWood Engineering, Inc. will assist in the engineering design and implementation of the project.

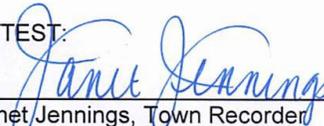
NOW, THEREFORE BE IT RESOLVED that Mayor and Board of Aldermen hereby select DT Wood Engineering, Inc. to provide assistance in the implementation of the Town of Jonesborough's Town's 2026 CDBG grant project.

READ AND ADOPTED this the 9th day of February 2026.



Kelly Wolfe, Mayor

ATTEST:



Janet Jennings, Town Recorder

project (CDBG project) since our utilities will be performing the force account (equipment and labor).

Alderman Causey made a motion to approve the Resolution to apply for 2026 Appalachian Regional Commission funding for the extension of water utilities as part of the Skyline Drive Road Extension and Walkway project as presented. Alderman Countermine seconded the motion. The motion duly passed. Mayor Wolfe thanked the Governor, State and Legislation for their continued help and support.

RESOLUTION 2026-08

TOWN OF JONESBOROUGH

WHEREAS, Town of Jonesborough is interested in an Infrastructure Improvement Project; and

WHEREAS, Town of Jonesborough, acting by and through its Board of Mayor and Aldermen, proposes to apply for 2026 Appalachian Regional Commission (ARC) funds for the purpose of Jonesborough's Infrastructure Improvement Project; and

WHEREAS, Town of Jonesborough will provide local financial support in conjunction with the ARC funds to complete the above project; and

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

THAT, Kelly Wolfe, Town of Jonesborough Mayor, is hereby authorized to execute and submit an application with appropriate assurances to the Appalachian Regional Commission requesting funds in an amount not to exceed \$392,500.00 for Town of Jonesborough Infrastructure Improvement Project; and

THAT, Town of Jonesborough will be responsible for the required local cash match totaling \$392,500.00, as well as any other cost overruns if needed; and

THAT, Kelly Wolfe, Jonesborough Mayor, be and is hereby designated and appointed as Financial Officer to perform on behalf of Town of Jonesborough, those acts and assume such duties as are consistent with said position.

READ AND ADOPTED this the 9th day of February, 2026.

TOWN OF JONESBOROUGH

ATTEST:



The last item on the agenda was discussion and possible action regarding the 2026 Mowing and Landscaping Bids. The mowing and landscaping bids for 2026 were publicly advertised and opened in accordance with the Town's purchasing policy. The Town received a total of six bids for mowing services and three bids for landscaping services.

Mowing

Upon studying the current bids, the mowing bid in the General Fund for 2026 came in \$4,404.00 less than the 2025 mowing contract. The mowing bid for 2025 was \$179,604.00. The mowing contract for 2026 is \$175,200.00. The Town Garage Facility and the Wastewater Facility will be paid for by the Utilities Fund. This is an additional \$12,320.00 for the 2026 mowing cycle. The General Fund has paid for these in the past, but they were separated out this year. The Broyles property is new this year. It was included in the bid but not awarded. Until we decide the use of this property, Parks and Recreation will mow the lawn adjacent to the building and the Street Department can bushhog the vacant property throughout the year. Staff recommendation is to award the Mowing Contracts as follows:

GARDNER'S & CO LLC:

- Old Jonesborough Cemetery: \$330 per cycle
- African American Cemetery: \$165 per cycle

Total paid per cycle: \$495.

KES PROPERTY SERVICES:

- Jackson Boulevard Medians: \$500 per cycle
- McKinney Center/Booker T. Washington School: \$150 per cycle
- Vines Farm Park: \$95

Total paid per cycle: \$745.

KINCH'S LAWNCARE:

- Senior Center Property: \$80
- Lincoln Park \$170
- Stage Rd Park: \$150
- Downtown Washington County Courthouse Parking Lots/Parson's Table/JUMC Area: \$85
- Depot Street Park: \$50
- Barkley Creek Park/Trail to Chuckey Depot: \$60

Total paid per cycle: \$595.

SOUTHERN BOYZ MOWING & MORE:

- Wetlands Waterpark: \$200
- Persimmon Ridge Park: \$160
- Mill Spring Park: \$50
- Main Street Village: \$40
- Mountain View Estates Detention Ponds: \$80

Total paid per cycle: \$530.

WATT'S LAWN MAINTENANCE & CORY'S LAWNCARE:

- Persimmon Ridge Walkway and Five Points - \$200 per cycle
- Persimmon Ridge Park Ballfields: \$225
- Meadows Subdivision: \$265
- Jonesborough/Washington Co Library and Oakhill School/Duncan House - \$120
- Visitors Center - \$100
- Jonesborough School (Non-athletic Areas-Court yards)/Jonesborough School (Non-athletic areas – all other)/Jonesborough School Ballfields/Old Jonesborough Middle School Park: \$2,200

Total paid per cycle: \$3,110.

The total contract price per mowing cycle in the General Fund budget for 2026 is \$5,475.00. At 32 mowing cycles, the grand total is \$175,200.00.

Utility Service Contract:

Kinch's Lawncare - Jonesborough Garage: \$55

Watts – Wastewater Facility: \$330.00

Total paid per cycle: \$385.

The total contract price per mowing cycle from the Utility Fund for 2026 is \$385.00. At 32 mowing cycles, the grand total is \$12,320.00.

Landscaping

The landscape bids came in \$18,765.00 less than the 2025 landscaping contract. The landscaping contract for 2025 was \$100,530.00. The bid for 2026 is \$81,765.00.

We did not award landscaping bids to Stage Road Park, Mill Spring Park, Downtown Courthouse Lots, Dogwood Lane, Depot Street Park, and Barkley Creek Park. We did some significant upgrades to Stage Road Park last year. The remainder of these spaces were taken care of by Park and Recreation staff last year. We feel Parks and Recreation staff can take care of these spaces for 2026 as well.

Staff recommendation is to award the Landscaping Contracts as follows:

Contracted Landscaping Recommendations:

GARDNER'S & CO LLC:

- Jonesborough Visitor's Center/Town Hall - \$1,290 per month
- Jonesborough Senior Center/Lincoln Park - \$1,640 per month
- Jonesborough School/Tiger Park - \$2,920 per month
- Boone Street/Main Street - \$290

Total per month: \$6,140.

KES PROPERTY SERVICES:

- Wetlands Water Park - \$690
- Persimmon Ridge Park - \$290
- Medians on Highway 11E - \$790 per month

Total per month: \$1,770.

KINCH'S LAWNCARE:

- McKinney Center/Booker T Washington School - \$400
- W.C. Rowe Park/Chuckey Depot/Walkway - \$775 per month

Total per month: \$1,175.

The total contract price per month in the General Fund budget for 2026 is \$9,085.00. At the nine-month cycle, the grand total is \$81,765.00.

Mayor Wolfe thanked Operations Manager for his analysis and compilation of the bids. Mayor Wolfe asked Operations Manager Craig Ford what the difference between what we were paying and what the bid is now. Craig Ford stated that in comparing all of the bids Tony Snapp's bid for the 32 mowing cycles was \$65,280 more than the lowest bidder. He also stated that Mr. Snapp has done a great job for the Town over the last many years. The recommendation from staff is for the second lowest bidder who also had athletic field experience. Mayor Wolfe noted

that Tony Snapp has done a great job for the Town however with the BMA has an obligation to be fiscally responsible with the funds.

Mayor Wolfe asked if there were any other comments. Alderman Jenkins made a motion, seconded by Alderman Countermine to approve the mowing and landscaping bids as recommended by staff. The motion duly passed.

Mayor Wolfe adjourned the meeting at 6:59 pm.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR