

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

MEETING NOTICES

MONDAY, FEBRUARY 9, 2026

6:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

Members of the public wishing to speak concerning any item on the agenda during the Public Comment period must sign up by calling the Town Administrative Office at 423-753-1030 with their name, address, and subject about which they wish to speak no later than 2 hours before the meeting if the meeting occurs during normal business hours or by 3:45 p.m. the day of the meeting if the meeting occurs after hours. Otherwise, such member of the public must sign in at the location of the meeting, prior to the beginning of the meeting, by seeing the Town Recorder at meetings of the Board of Mayor and Aldermen, or the secretary or staff of any board, commission or committee constituting any other governing body under this resolution.

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

PUBLIC HEARING

1. Ordinance to amend 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.

REGULAR MEETING

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

CONSENT AGENDA

1. Approval of Minutes
2. Approval of Bills
3. Town Administrator Report
4. Operations Manager Report
5. Committee Reports
6. Supervisor Reports
7. Approval of Jonesborough Locally Grown's Special Event Requests: Burger Night, Farm-to-Table, Farmers Market, and Market and Mingle
8. Approval of Special Event Request for Mill Spring Makers Faire
9. Approval of Town Sponsored Events for Memorial Day and Veterans Day
10. Approval of Town Sponsored Event for Jonesborough Days
11. Approval of Outdoor Use Permit Renewals
12. Approval of Agreement with Sam Love for Music-On-The-Square 2026 Season

AGENDA

1. Financial Report
 - A. FY25 Audit Presentation
2. Special Financial Reports
3. Communications from the Mayor
 - A. Committee Re-Appointments (Tree & Townscape)
 - B. Employee of the Month
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments

6. OLD BUSINESS

- A. Discussion and possible action concerning second and final reading of an ordinance 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.

7. NEW BUSINESS

- A. Discussion and possible action concerning approval of Resolution 2026-03 – Initial Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds, Not to Exceed \$15,000,000.
- B. Discussion and possible action concerning approval of a Full Bond Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds and Bond Anticipation Notes, Not to Exceed \$15,000,000.
- C. Discussion and possible action concerning approval of a resolution authorizing the submission of an application for FY 2026 State Community Development Block Grant Funds.
- D. Discussion and possible action concerning approval of a Resolution hiring Administrative Services and Engineering Services for the 2026 Community Development Block Grant (CDBG) Program.
- E. Discussion and possible action concerning approval of a Resolution for the ARC Grant Application for the Waterline Extension Project.
- F. Discussion and possible action concerning approval of Mowing and Landscaping Bids.
- G. Adjournment.

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

DATE: February 9, 2026 **AGENDA ITEM** 1

SUBJECT: Approval of Minutes

- January 12, 2026 Regular Meeting Minutes

BOARD OF MAYOR AND ALDERMEN PUBLIC HEARING

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
January 12, 2026 – 6:00 PM

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

1. Ordinance amending the Jonesborough Zoning Map regarding the H-1 Historical District and H-2 Overlay District.
2. Ordinance amending the Municipal Code Title 1, Chapter 1, Section 1-101 related to the Time and Place of Regular Meetings.

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
January 12, 2026 – 6:00 PM

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, January 12, 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. Robin Harpe led the pledge to the flag.

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

Mayor Wolfe noted that no one signed up for public comments. 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 asked Attorney Wheeler if there was any updates on the THC ordinance. Mr. Wheeler stated that Mr. Musgrove has been working on that but believes we are currently in a holding pattern. Mayor Wolfe asked if there was any discussion or any items to be pulled from the consent agenda. There being none, Alderman Dickson made a motion, seconded by Alderman Jenkins, to approve the Consent Agenda as presented. The motion was duly passed.

1. Approval of Minutes – November 25, 2025 Work Session & December 8, 2025 Regular Meeting
2. Approve the following bills for payment:

Check Register - General Fund - December 2025

12/01/25	114976 - 114979	\$12,154.63
12/02/25	114980	\$579.40
12/04/25	114807 - void	(\$19.62)
12/05/25	114981 - 115112	\$384,608.66
12/09/25	115113 - 115144	\$9,529.96
12/11/25	115145	\$8,206.91
12/12/25	115146 - 115204	\$194,740.48
12/12/25	115205 -115206	\$26,750.00
12/16/25	115207 - 115208	\$32,341.78
12/17/25	114209	\$5,136.41
12/17/25	114504 - void	(\$300.00)
12/18/25	115210 - 115254	\$52,551.73
12/19/25	115255	\$47,263.00
12/23/25	115205 - void	(\$1,750.00)
12/23/25	115172 - void	(\$200.00)
12/23/25	115256 - 115289	\$131,307.34
12/24/25	115285 - void	(\$175.00)
12/31/25	115290	\$1,846.79
		\$904,572.47

Check Register- Water Fund December 2025

12/02/25	69821	\$197.05
12/05/25	69822 - 69883	\$338,861.07
12/09/25	69884	\$194.11
12/11/25	69885	\$3,633.95
12/12/25	69886 - 69922	\$533,735.02
12/16/25	69923	\$64,739.76
12/17/25	69924	\$9,393.14
12/18/25	69925 - 69952	\$114,283.66
12/23/25	69953 - 69961	\$85,009.69
12/31/25	69962	\$1,453.13
		\$1,151,500.58

Check Register -Sanitation Fund December 2025

12/05/25	10942 - 10954	\$19,193.72
12/11/25	10955	\$39.84
12/12/25	10956 - 10960	\$4,890.83
12/17/25	10961	\$1,730.46
12/18/25	10962 - 10967	\$12,860.79
12/23/25	10968 - 10969	\$3,506.46
		\$42,222.10

3. Approve the following Town Administrator Report:

TOWN ADMINISTRATOR MONTHLY REPORT
NOVEMBER 2025

I hope this monthly update finds you well! If you have any specific monthly updates, please do not hesitate to let me know.

- **Website Update:** We have been working with our current webhost Six Rivers on improvements while we compile the bid document to solicit for new website design. We have made improvements to navigating to BMA information. We have a “staging site” with Six Rivers on our website to start making improvements in the background, including drone footage of downtown (as an example of how video enhances website experience), adding more personal information about our elected officials including biographies and Q&As, and more color coordination. All departments have been requested/required to evaluate their webpage for improvements and they are working with Mitchell, and Cameo, on departmental improvements. My hope is to have enough sample improvements in the staging area to share with you before launching live.
- **Staff Training:** At our most recent Director’s Meeting, Lt. Jonathan Peace provided many of our leadership team with training on De-Escalation. It has been something that I wanted for our staff and the Police Department through Lt. Peace did an outstanding job. As public employees with the unprecedented population growth and demands, we encounter many people and situations resulting in good and bad experiences. I want our teams to be equipped to handle situations that may call upon de-escalation. Lt. Peace provided the PowerPoint training to Directors, and my directive was that all employees receive this training. We will continue to use this training and expand on it 1-2 times a year or more if needed.
- **YouTube/Video - Update:** Starting January 2026, in cooperation with Cameo Waters and Isabel Hawley, by video, we will introduce town accomplishments, delivering light and fun topics like Jonesborough Trivia, and more...as a form of enhancing community engagement/communication from the Town Administrator side of things.
- **Traffic 11-E Corridor:** As part of your packet for the December 8th meeting there are item actions to fund traffic signal improvements based on the first study/project deliverable of the study by Mattern & Craig. We continue to keep the corridor on a high priority “improvement” list for the town. The study is in your packet and has a lot of good information. A snapshot of the current action items is as follows:
 - Purchase/install the radio/GPS units, to keep the clocks in sync.
 - Make the short-term recommendations in the report.
 - Replace the signal controllers at the Lowe’s intersection and at the Headtown Road intersection, to Yunex models. This would get all of the signal controllers to be of the same manufacturer (once the Tiger Way signal is permanently installed and the TDOT project at Food City is completed), to make coordination much more seamless.
- Next, we are looking at funds to improve the intersection at Boone Street and 11-E to include video detection.
- **First Frontier Trail - Update:** As you can see from the recent monthly board meetings, we continue to advance this project through acquiring administrative consulting services and engineering services. We will be approving the contracts for both at our meeting on December 8th, as well as hiring
- **Improving the rear room in the Board Room.** **UPDATE:** All will be complete shortly. It has already become a great place for meetings between staff, visitors, contractors, etc.

- **Special Census - Update:** As you are aware, the Governor signed into law effective on January 1, 2026, that the State will be utilizing the Tennessee Data Center yearly population estimates toward state shared revenues for local governments. I will be attending a webinar to find out more in-depth details of the process. We anticipate an additional \$170,000+ in revenues based on our population growth for FY27. I will report back to the Board next month.
- **Hand Up Fund. Update:** I am working with Finance Director Janet Jennings to finalize the accounting for this program. Also, after recently meeting with Community Chest and hearing they have received their 501(c)3 status, the opportunity to partner with them on our program to provide assistance to those in need regarding utilities could be very beneficial helping Jonesborough utility customers and more funds staying local.
- **The Mauk Property – Update** – The purchasing of the property is on the December 8th agenda.
- **AME Zion Church: Update** – We continue to work on title research for the property before the town can move forward with the purchase.
- **Town Hall Expansion: Update** – Mayor Kelly Wolfe, Craig Ford (Operations Manager/Public Safety Director), and I met with Rebecca Lineberry, Greyscale Design, at options for Town Hall expansion focusing on public safety and required space to meet the immediate and future demands for personnel, vehicles, equipment, etc. We continue to look at the best and highest use of expansion priority and needs, and the right location whether that be on "Town Hall" property or another location.
- I am working with Ms. Jennings on us getting organized to work with Departments on preparing for the FY27 budget and their individual departmental budgets.
- Next month's T.A. Report will have more focus on our ongoing and pending Capital Projects on the General Fund and Utility Fund sides.
- **Do not forget about our Christmas Party lunch on December 19th at noon at the Visitor's Center.**

4. Approve the following Operations Manager Report:

The installation of the new retaining wall on West Main Street between Second Avenue and Washington Avenue, as well as the new brick sidewalk has been completed. I have met with the contractor and have ordered the handrail for the high section of sidewalk on Main Street and the step on Washington Avenue.

I spoke with Frank Collins and Dr. William Kennedy on the handrail. The handrail design will be the same as the handrail in front of the Baptist Church at Main and Boone Streets. The handrail is in compliance with Historic Zoning guidelines.

The office expansion upstairs of Town Hall has been completed.

Work is also progressing on the boardroom conference room area. The new carpet has been installed. All materials needed to finish this project have been ordered, and I hope to complete this project in December.

The contractor installed the handrail on the new stairs at the Senior Center. The new striping and crosswalks have also been completed. This project is now completed.

The HVAC contractor completed the installation of the HVAC unit at the Street Department building. I realize work on this project has been very slow, but staff have been doing the majority of the work on bad weather days.

I completed my required annual 40 hours of in-service in the month of November.

The Street Department completed millwork on Washington Drive, College Street, Second Avenue, and Ben Gamble Road for the purpose of paving. The Washington County Highway Department paved Second Avenue. We are waiting for the temperature to warm up to finish the remainder of the paving.

The Street/Solid Waste Department began leaf pick up. We are appreciative of Sheriff Keith Sexton for supplying a couple of inmates to assist with this program.

I have had numerous meetings with a local contractor regarding the renovation project at the Visitors Center. We have developed a preliminary plan, and I am awaiting an estimate from him on this project.

The Street Department began work on the West Main Street bank stabilization project. We will attempt to complete this project over the winter.

I am currently working with The Parks and Recreation Director on the mowing/landscaping bids for the 2026 mowing season.

I have had numerous meetings with the Town Engineer regarding the next phases of the First Frontier trail project. I also attended a joint meeting with Town Staff, the Mayor and Washington County officials regarding this next phase.

I met again with a resident near the end of Franklin Avenue regarding a sidewalk issue. Upon conclusion of the meeting, he understands the design was to keep the residence he resides in from flooding.

I have formally requested the Washington County Highway Department to re-stripe Persimmon Ridge Road and East Main Street.

I am also working with the two sidewalk contractors we have used to get the sidewalks repaired on East Main Street that was damaged during the sewer project. We are also looking to install a new sidewalk from the parking area across the street from Town Hall to Lincoln Avenue.

5. Approve the following Committee Reports: Historic Zoning, and Planning Commission
6. Approve the following Supervisor Reports: McKinney Center; Director of Human Resources; Street Department; Solid Waste & Recycling; Utilities Manager; Water Quality; GIS/GPS & Inspections; Water Distribution; Wastewater; Water Treatment; Utilities Maintenance Department; Fire Department; Jackson Theatre Operations Manager; Building Inspector; Police Department; Digital Media Manager; Marketing Manager; Visitors Center Manager
7. Approve the Jonesborough Locally Grown Winter Farmers Market Change. The BMA previously approved the Special Event Permit Application for the 2025-2026 Winter Farmers Market. Since that time, JLG is requesting a change in the March date from March 21, 2026, to March 14, 2026, to coincide with the town's St. Paddy's Day celebration. Also, based on JLG Staff and Vendor support, they are requesting a change in time for the Market from 8am – 1pm to 10am-1pm.

The next item on the agenda was the approval of the Financial Report. Town Recorder, Janet Jennings, reported that with the change in deadlines to get the meeting packet out with more time for review that monthly financial reports will be a month behind. Ms. Jennings reminded Aldermen that they are always welcome to stop by and review the financials. She reported that property tax and local sales tax collections are healthy.

Communications from the Mayor was the next item on the agenda. Mayor Wolfe shared that progress is being made on the traffic signal optimization project. A bid has been received to do the repairs to the system needed to coordinate the lights and working to get a

figure on the cost to install the radio system that will link lights. He stated that work will begin at the Tiger Way intersection in February to install the permanent light. Craig Ford added that by mid-February to late February the majority of the work will be completed.

Mayor Wolfe shared two articles about real estate development and growth in our region. The articles included statistics about growth in our area, stating that Tennessee continues to grow. In 2023 Tennessee gained over 51,000 new residents with roughly 28% being Millennials and 25% being Gen Z. The tri-cities area drew 61% of those new residents with the majority coming from North Carolina, Florida and Virginia with the average age being 34. Attracting new comers from all age groups is important for the vitality of our community.

The Mayor read a letter from Harold Hayes written to Fire Chief Jeff White, thanking the Jonesborough Fire Department for their quick response to a brush fire near his home. Their quick response kept the fire from spreading to surrounding properties.

Mayor Wolfe requested that Utilities Director, Kevin Brobeck and Town Administrator work to schedule the next BMA Utilities training session. The BMA is due to tour the Water Treatment Plant.

The Mayor shared a slideshow of recent projects of the Town. Highlights of the slideshow were the paving that took place on West College St to Washington. The paving was completed by the County Highway Department as part of the agreement made for the 1998 Caterpillar Compactor. The A Station, the oldest pump station in town, will be offline while work continues to create a gravity flow to Barkley Creek. Work continues on leveling the fields at Tiger Park. These fields will be in use for Spring sports. Shop with a Cop was a huge success this year. This is the first year that gift baskets were provided to over 60 residents of Four Oaks. Over \$55,000 was raised for Shop with a Cop and we are very proud of our Public Safety employees. Mayor Wolfe spoke about Wesly Wilson who recently passed. Mr. Wilson was always engaged in civic affairs in Jonesborough. Mr. Wilson championed the restoration of the Jackson Theatre, he and his family were the last ones to operate in the theatre, and it was his dream to see the theatre back in operation. Mr. Wilson will be greatly missed.

The next item under Communications from the Mayor was Employee of the Month. Mayor Wolfe asked Major Jamie Aistrop to come up to accept the Employee of the Month Award. Mayor Wolfe read the following:

The January 2026 Employee of the Month is Major Jamie Aistrop. Jamie began his career with the Town of Jonesborough Police Department in April 2012, and he has risen through the ranks to Major. In addition to Jamie's work to oversee the administrative portion of the Police Department, Jamie is dedicated to the Shop With A Cop Program. Taking on this monumental task is beyond Major Aistrop's normal job duties. Jamie began overseeing the Shop With A Cop Program in 2016 and the program has grown by leaps and bounds. In 2026, over 200 local kids experienced the generosity of the community as they benefited from the Shop With A Cop program and this year, those children's families received a food box. That is a lot of organizing, fundraising, and Planning! The Shop With A Cop program is dear to the hearts of Jamie and his wife, Kerrie, is dedicated to the program as many volunteers and officers are but the program is successful because of Jamie's dedication, perseverance and determination to make the program touch the hearts of our community. Not only do the children benefit but the families and those who get to volunteer are equally experiencing a blessing. As Major Aistrop was nominated by a citizen who summed up the impact—"The community has no idea the impact that this event has on lives of kids, not just when they get to go shopping but in 10 years, they will remember the Shop With A Cop program. Those kids will remember the police officer or firefighter that smiled at them as they shopped, often putting their own money out to

fund the program and showing them compassion. A difference is truly being made in the lives of kids due to the program and the work of Jamie Aistrop".

Major Aistrop stated that his wife has been a tremendous help with the program. Mayor Wolfe thanked Jamie and his wife, Kerrie, for their hard work and dedication to the families of Jonesborough.

The next item under Communications from the Mayor was a proclamation recognizing American Legion's Be the One Mission. Commander, Mary Engleman, and her husband John received the proclamation on American Legion's behalf.

A PROCLAMATION RECOGNIZING
American Legion's Be The One Mission

WHEREAS, on August 16, 2025, the American Legion Department of Tennessee established the Be the One Commission to End Veteran Suicide, guided by the motto "Veterans Offering Lifesaving Service," with a focus on increasing awareness of and encouraging support for the study and treatment of post-traumatic stress (PTS); and

WHEREAS, many veterans die by suicide as a direct result of PTS, underscoring the need for informed, community-wide intervention; and

WHEREAS, public education on recognizing the signs of PTS and responding effectively is critical in reducing suicide among veterans; and

WHEREAS, the American Legion's Be the One mission represents a unified effort to save the lives of veterans and service members at risk of suicide by providing free suicide-prevention training and promoting open and compassionate conversations about mental health; and

WHEREAS, data from the U.S. Department of Veterans Affairs shows that, after adjusting for age, the veteran suicide rate in Tennessee remains significantly higher than both the national veteran rate and the general population rate, with veterans accounting for approximately 15 percent of all suicides statewide; and

WHEREAS, American Legion Post 24 supports the Be the One mission locally by distributing wallet-sized cards to inform Jonesborough residents of the elevated suicide risk among veterans and to discreetly connect individuals in need with available resources; and

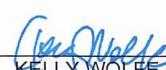
WHEREAS, the 988 Suicide and Crisis Lifeline provides 24/7, free, and confidential support for veterans experiencing distress.

NOW THEREFORE I, Kelly Wolfe, Mayor of the Town of Jonesborough, Tennessee, in partnership with American Legion Post 24, encourage residents to educate themselves so that, if needed, they are prepared to:

Be The One – who can help save the life of a veteran experiencing distress.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 12th day of January 2026.



KELLY WOLFE, MAYOR

ATTEST:



JANET JENNINGS, RECORDER

The next item under Communications from the Mayor was a proclamation recognizing Martin Luther King, Jr., Day of Service on Monday, January 19, 2026. Mr. McKinney received the proclamation.

A PROCLAMATION RECOGNIZING
MARTIN LUTHER KING, JR., DAY OF SERVICE
MONDAY, JANUARY 19, 2026

WHEREAS, Martin Luther King Jr. Day is a federal holiday occurring on the third Monday of January each year and is observed as a National Day of Service to celebrate the Civil Rights leader's life and legacy; and

WHEREAS, Dr. Martin Luther King Jr. devoted his life to advancing opportunity for all, and challenged all Americans to participate in the never-ending work of building a more perfect union; and

WHEREAS, Dr. King envisioned communities where "Everybody can be great because everybody can serve. You don't have to have a college degree to serve. You don't have to make your subject, and your verb agree to serve. You only need a heart full of grace, a soul generated by love;" and

WHEREAS, Since 1994 millions of Americans have been inspired by the life and work of Dr. Martin Luther King Jr. to serve their neighbors and communities on the King Holiday; and

WHEREAS, Serving on the King Holiday is an appropriate way to honor Dr. King, meet local and national needs, bring our citizens together, and strengthen our communities and nation; and

WHEREAS, the local MLK Planning Committee includes representatives from the following organizations: Town of Jonesborough; City of Johnson City; Washington County and Johnson City Schools; 4thirteen; Johnson City Housing Authority; American Red Cross; Wesley Memorial UMC; and East Tennessee State University.

NOW THEREFORE I, Kelly Wolfe, Mayor of the Town of Jonesborough, Tennessee, do hereby encourage fellow citizens and businesses in Tennessee's Oldest Town to honor the legacy of Martin Luther King, Jr., through the national MLK Day of Service and local MLK-related events.



IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 12th day of January 2026.

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

Mayor Wolfe requested a motion to appoint David Phillips, Michael Hartman, Sharon Kieta, Emma Sherlin and Laurine Hyland to the Keep Jonesborough Beautiful Advisory Council for a 3-year term. With no further discussion the Mayor called for a motion. Alderman Jenkins made the motion, seconded by Alderman Countermine. The motion was duly passed.

Mayor Wolfe stated that Jonesborough has limited funding. Currently we have approximately \$500,000 to use towards paving projects. The cost of paving is very high and doesn't appear to be going down anytime soon. We've had discussions for over a year about moving beyond just maintaining what we have, making the roads that we have last as long as possible. Without having a dedicated funding source for paving and sidewalks it will be difficult to sustain what we have. Mr. Wheeler will be presenting a resolution to be sent on to the Legislature. We are looking at all options to create a dedicated funding source.

The next item on the agenda was citizen comments. No comments were made.

Alderman Communications was the next item on the agenda. Mayor Wolfe asked the Aldermen if they had any comments. Alderman Causey requested that the tour of the water plant be scheduled before February 10. Alderman Countermine stated he received multiple comments throughout the holiday season about how great the town looked and how wonderful all of the holiday events were.

Town Attorney Comments was the next item on the agenda. Mr. Wheeler stated that there are some items that need addressed in the Town Charter, in order to do that a resolution needs to be approved and sent to the State Legislature for approval. The first two sections address some slight differences between the code and the Charter and clean them up to match each other. The third section changes the municipal elections from November to August. This would be effective after the upcoming election. This change would align us, with other municipal elections in the region, except for Johnson City. If this resolution is approved tonight, it will be sent to the Legislature for their approval. If approved at the state level it will come back to us for final approval per state law. Mr. Wheeler thanked Glenn Rosenoff and Homer G'Fellers for their work on the Charter changes. With no further discussion, Mayor Wolfe asked for a motion to approve the resolution as presented. Alderman Countermine made a motion, seconded by Alderman Dickson to approve the resolution as presented. The motion was duly passed.

RESOLUTION: 2026-01

WHEREAS, the Town of Jonesborough, Tennessee is incorporated by Chapter 135, Acts of 1903 as amended, of the General Assembly of the State of Tennessee; and

WHEREAS, it now appears that the interest of the Town of Jonesborough will be served if the charter of the Town of Jonesborough as established by Chapter 135, Acts of 1903, as amended, is further amended.

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

The Honorable RUSTY CROWE and the Honorable REBECCA ALEXANDER be and are hereby requested to take the following Act to the General Assembly of the State of Tennessee to wit:

AN ACT to amend the Charter of the Town of Jonesborough, Tennessee, the same being Chapter 135, Acts of 1903 and all acts emendatory thereto.

BE IT ENACTED BY THE GENERAL ASSEMBLY OF THE STATE OF TENNESSEE:

SECTION 1. Section 3(a) shall be amended to read as follows:

The Board shall elect an Alderman to the office of Vice Mayor who shall serve as Mayor when the Mayor is absent or unable to discharge the duties of the Mayor's office, and, in case of a vacancy in the office of Mayor, until the earlier of the Board of Mayor and Aldermen electing a Mayor from among the currently serving Aldermen or the certification of the results of the next regular municipal election.

SECTION 2. The first paragraph of Section 7 shall be amended to read as follows:

That the Board of Mayor and Aldermen shall appoint a recorder who shall be the Director of the department of finance; and the recorder shall be under the supervision and subject to the at-will removal of the town administrator. The recorder shall receive a salary to be fixed by the Board of Mayor and Aldermen and shall either be bonded in such amount as may be provided by ordinance or be covered by insurance on terms and in such amount provided by ordinance. The recorder shall by signature and the town seal, attest all instruments signed in the name of the town. The recorders shall have the power to administer oaths...

SECTION 3. Section 14 shall be amended to read as follows:

Be it further enacted, that the term of the present Mayor will expire in 2026 and an election will be held in November 2026 for a two-year term for Mayor which will expire

after the results are certified in a municipal election which will be held with the County general election in August of 2028. At the August 2028 election and every two years thereafter, there shall be elected by the qualified voters a mayor who shall serve a term of two (2) years, beginning the Monday following the certification of the results of the election and until a successor is elected and certified in elections held at the same time as the Washington County general election in August of such years.

That the term of two present aldermen will expire in 2026 and an election will be held in November 2026 for a four-year term which will expire after the results are certified in a municipal election which will be held at the same time as the Washington County general election in August 2030 for a four-year term. At the August 2030 election and every four years thereafter, there shall be elected by the qualified voters two aldermen who shall serve who shall serve a term of four (4) years, beginning the Monday following the certification of the results of the election and until a successor is elected and certified in elections held at the same time as the Washington County general election in August of such years.

Two other present aldermen currently serve terms that will expire in 2028 and an election will be held in November 2028 for a four-year term which will expire after the results are certified in a municipal election which will be held at the same time as the Washington County general election in August 2032 for a four-year term. At the August 2032 election and every four years thereafter, there shall be elected by the qualified voters two aldermen who shall serve who shall serve a term of four (4) years, beginning the Monday following the certification of the results of the election and until a successor is elected and certified in elections held at the same time as the Washington County general election in August of such years.

No person shall be a candidate for the office of Mayor and the office of Alderman in the same election, nor shall any person hold both offices at the same time. If a sitting Alderman wishes to run for the office of Mayor in the off-year cycle of their current term, they must first resign from the office of Alderman before filing a petition to run for Mayor.

The election commissioners of Washington County, or such officers as are charged with holding county elections shall appoint the officers, judges and clerks to hold said election under the general rules and regulations prescribed for the civil district in which the town is situated in elections for members of the Legislature or the legislative body of the county, and all persons qualified to vote under the provisions of this Act shall be entitled to vote at said election.

The officers holding the elections shall certify the results to the County Election Commissioners or other officers charged by law with such duties, who shall canvass the returns on the next Monday or as soon thereafter as is practical following the election, and declare and certify the results.

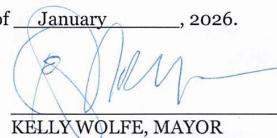
SECTION 4. If any Section or part of a Section of this Act shall be finally adjudged by a court of competent jurisdiction to be invalid or unconstitutional, the same shall not be held to invalidate or impair the validity, force or effect of any other part of a Section of this

Page 2

Act, unless it clearly appears that such other Section or part of a Section is wholly or necessarily so held unconstitutional or invalid.

SECTION 5. This Act shall become effective when it has been approved by the Board of Mayor and Aldermen for the Town of Jonesborough by a vote of not less than two-thirds (2/3) of the entire membership of the Board within one hundred twenty (120) days of its signing by the Governor of the State of Tennessee. The approval or non-approval of the Act by the Board of Mayor and Aldermen shall be certified by the Mayor of the Town of Jonesborough to the Secretary of State.

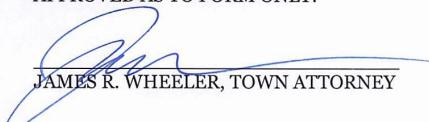
ADOPTED THIS 12th day of January, 2026.


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM ONLY:


JAMES R. WHEELER, TOWN ATTORNEY

Mayor Wolfe asked that a motion be made to add a Resolution regarding Impact Fees be added to the agenda. Alderman Jenkins made the motion, seconded by Alderman Causey. The motion was duly passed.

Mr. Wheeler presented a resolution regarding impact fees. This discussion started well over a year ago regarding impact fees. Mr. Wheeler stated it is not as simple as just adding an impact fee. If a municipality doesn't have a LEA or education system the State Legislature doesn't allow us to utilize impact fees. This resolution asks the state to help small municipalities to develop a funding source specifically for transportation, roads, sidewalks, and trails within the municipality. The resolution has not been tied to a specific statute. Alderman Dickson stated he appreciates the innovation. Mayor Wolfe has spoken with Representatives Rebecca Alexander and Tim Hicks, and they know this resolution will be sent to them for presentation to the State Legislature upon approval from the BMA. With no other discussion Mayor Wolfe called for a motion to approve the resolution as presented. Alderman Causey made the motion, seconded by Alderman Jenkins. The motion was duly passed.

RESOLUTION 2026-02

WHEREAS, the Town of Jonesborough, Tennessee has experienced rapid and transformational growth in the last decade which continues today; and

WHEREAS, the Town of Jonesborough and other similarly situated municipalities across the State of Tennessee have no current sufficient means to raise funds specifically to be allocated to the improvement of Transportation needs such as roads, sidewalks and trails.

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

The Honorable RUSTY CROWE and the Honorable REBECCA ALEXANDER be and are hereby requested to sponsor legislation and seek support for the same to request that Title 67 Chapter 4 Part 29 of the Tennessee Code be amended to provide for municipalities without a school system or LEA to be allowed to implement a privilege tax on development of property under the same terms, conditions and limitation as contained in that section at this time and be allowed to invest those funds in a capital improvement program for the construction and improvement of roads, sidewalks and trails within the municipality.

ADOPTED THIS 12th day of January, 2026.



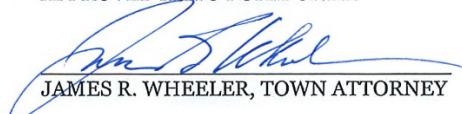
KELLY WOLFE, MAYOR

ATTEST:



JANET JENNINGS, RECORDER

APPROVED AS TO FORM ONLY:



JAMES R. WHEELER, TOWN ATTORNEY

Mayor Wolfe asked Utilities Director, Kevin Brobeck, to provide an update. Mr. Brobeck stated that the demo on the old water plant is completed. They are starting on infrastructure. All generators at the Water Plant have been installed.

The next item on the agenda was old business. The first discussion item was discussion and possible action concerning second and final reading on an Ordinance to amend the Jonesborough Zoning Map regarding the H-1 Historical District and H-2 Overlay District. Mayor Wolfe thanked Frank and Amy Collins for their work on cleaning up the maps. Amy's ability and willingness to do GIS on this project is very appreciated. With no further discussion Alderman Jenkins made a motion to approve the Jonesborough Zoning Map amendments to the H-1 and H-2 Districts as detailed by the Historic Zoning Commission on second and final reading. Alderman Countermeine seconded the motion. The motion was duly passed.

ORDINANCE NO. 2026-01

AN ORDINANCE TO AMEND THE ZONING MAP OF JONESBOROUGH
TENNESSEE REGARDING THE H-1 HISTORICAL DISTRICT AND H-2
OVERLAY DISTRICT

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

SECTION 1. That the Zoning Map of Jonesborough, Tennessee regarding the H-1 Historical District and H-2 Overlay District which was adopted and enacted as part of the zoning ordinance be amended to accurately clarify the Historic District boundaries of the H-1 and H-2 zones as shown on the attached overlay boundary map titled "H-1 Historical District and H-2 Overlay District Readoption".

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

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

Those voting against: _____

PASSED ON FIRST READING December 8, 2025



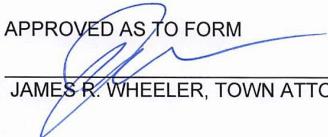
KELLY WOLFE, MAYOR

ATTEST:



JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING January 12, 2026

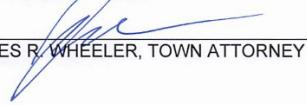


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

The next item under Old Business was approval of second and final reading of Jonesborough Municipal Code Title 1, Chapter 1, Section 1-101, Time and Place of Regular meetings, changing from the beginning time of 7:00 pm to 6:00 pm. With there being no further discussion, Alderman Jenkins made a motion to approve as presented. The motion was seconded by Alderman Dickson. The motion was duly passed.

ORDINANCE NO. 2026-02

AN ORDINANCE AMENDING THE JONESBOROUGH MUNICIPAL CODE TITLE 1
CHAPTER 1 BOARD OF MAYOR AND ALDERMEN

WHEREAS, the Jonesborough Board of Mayor and Aldermen are authorized to set the time for their regular monthly meetings, and to do so by ordinance; and

WHEREAS, the Board of Mayor and Aldermen's regular monthly board meetings are on the second Monday of each month at 7:00 p.m.; and

WHEREAS, the regular monthly board meeting time will be changed to 6:00 p.m.

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

SECTION 1-101. Time and place of regular meetings. *The Board of Mayor and Aldermen shall hold regular monthly meetings at 6:00 p.m. on the second Monday of each month at the town hall.*

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

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

Those voting against: _____

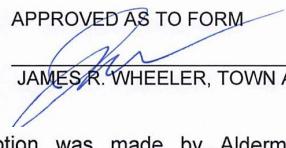
PASSED ON FIRST READING December 8, 2025


KELLY WOLPE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING January 12, 2026


KELLY WOLPE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

The first item under New Business was discussion and possible action concerning Jonesborough's St. Paddy's Festival. There will be a parade, including Bartlong's 6 Clydesdales. The festival will be on Saturday, March 14, 2026. The event will kick off with the parade which will go down Boone Street, Main Street, take a right and back to the library parking lot. The run will begin at 2pm, they will go down Main Street, take a left onto 2nd Avenue, down the walking trail, left onto 3rd Avenue and right onto Depot Street for a free small pour of beer or root beer, then back onto Depot Street, left onto 3rd avenue, right onto the walking trail. They will stay on the walking trail until they hit 1st Avenue and will take a left, then take a right onto Main Street.

- The brewery will be notified and we will continue to notify the public that Police will be assisting with traffic control and ensuring pedestrian safety but will be wrapped up by 5pm

Following the run, we are planning to host Shamrockin' on the Plaza, which will take place in front of the Storytelling Center. It will be from 3 to 6 p.m. with a Celtic Band playing at 4 p.m. and Main Street Café and Catering selling Depot Street Beer and serving Irish foods. We will also have a food truck.

The Highland Cows, the Highland Games, Owl Ridge Raptor Center and other favorites will return. We plan to work with the county to turn the clocktower green the week of the St. Paddy's holiday to create a fun and festive way to get folks excited for the event. Our goal is to increase economic impact through this event as well as offering family fun activities. Jonesborough's St. Paddy's Celebration encourages locals and visitors to engage with Jonesborough as well as driving foot traffic in the stores and restaurants.

The following is part of the Security Plan and Street Closure Request:

Security Plan- Parking

- Main Street needs to be blocked to all motorized traffic starting Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 14.
- 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.
- Vendor Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot.
- Downtown Merchant Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot

Street Closure Request

- Main Street from Fox Street to Second Avenue needs to have a soft closure starting on Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 14.
- East and West sides of the Courthouse will be closed starting at 5:00 pm on Friday for vendor set-up and stay closed until Saturday evening at 9 p.m.
- Close Boone Street for Parade on Saturday, March 14 approx. 10:30 a.m. - 12 p.m.
- Any other streets will be closed by the Police Department on an as needed basis.

With there being no further discussion, the Mayor called for a motion to approve Jonesborough's St. Paddy's Festival event as presented. Alderman Causey made the motion, seconded by Alderman Countermeine. The motion duly passed.

The next item on the agenda was discussion and approval of the Pioneer Pride 5K special event scheduled for Saturday, August 22, 2026, from 6:30pm to 11:00pm. The race is for walkers and runners. The estimated number to attend is 1000. This event is part of the High School's athletic department fundraiser and to help unite the community and the school. A request for Police and Security, Street Cleaning, and Refuse Collection is included as part of the packet of information. The race will start at David Crockett in Washington County at 7:30 PM. The request is for public safety assistance from the town limits at Judge Vines Road to the Courthouse. The course will close within 1 hour, 15 minutes, or 8:45 PM. The request includes street closure, blocking off Main Street from Fox Street to Second Street to include the finish and awards from 7:00 PM to 10:30 PM. Another consideration is permission to have their traditional food and music within the blocked off area.

The Hold Harmless Agreement and Proof of Insurance* have been obtained. *Current policy expires 7/1/2026. It is understood that the town requires a copy of the renewed policy from 7/1/2026 – 7/1/2027 showing the event on the policy that covers the town as additional insured.

Alderman Countermine made a motion to approve the Special Event Permit for the Pioneer Pride 5K Glow Run scheduled for August 22, 2026, from 6:30pm to 11:00pm with the blocking off of Main Street from Fox Street to Second Street, and the renewal insurance policy must be submitted to the town when it renews 7/1/26 as presented. Alderman Dickson seconded the motion. The motion was duly passed.

The next item on the agenda was discussion and possible action regarding First Reading on an Ordinance to Amend the Jonesborough Municipal Code to expand the Parks and Recreation Advisory Committee from eleven members to twelve members to allow for the addition of Jr. Pioneer Athletics as an affiliate member. Chris Kudera, Park and Recreation Director, has provided a detailed memorandum about the reasoning behind the proposal to increase the membership based on the recommendation of the Parks and Recreation Advisory Committee at their December 18, 2025, meeting. Being considered is amending the Jonesborough Municipal Code Title 1, Chapter 5, Section 1-502, Recreation Commission.

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, for example as Mr. Kudera states in his memorandum, “the Parks and Recreation Advisory Committee voted unanimously to recommend an expansion of the committee to include Jr. Pioneer Athletics as an affiliate member. The rationale for this recommendation is based on the organization’s similarity in purpose and function to existing affiliate members, as well as its anticipated continued use of Town property for recreational programming. Adding Jr. Pioneer Athletics to the advisory board would provide a formal avenue for communication, coordination, and collaboration as the Town plans for facility use and long-term recreation needs”.

Overall, the amendment increases membership from 11 to 12 members by adding Jr. Pioneer Athletics as an affiliate member, and all members having voting privileges.

Alderman Dickson made a motion to approve amending the Municipal Code to expand the Parks and Recreation Advisory Committee from eleven members to twelve members to allow for the addition of Jr. Pioneer Athletics as an affiliate member on first reading as presented. Alderman Jenkins seconded the motion. The motion was 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 _____ and seconded by _____ that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were:

Those voting against: _____

PASSED ON FIRST READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

The next item on the agenda was discussion and possible action regarding an Ordinance to Amend the Jonesborough Municipal Code Title 11, Chapter 5, Section 11-517E, to include a map of the Corridor Overlay District. This item was pulled from the agenda to allow for further work to be completed and notification of property owners whose property will be affected.

The next item on the agenda was discussion and possible action regarding the Boone Street Sidewalk Bid. A much-needed project is to construct a sidewalk on the south side of Boone Street from the parking area in front of Town Hall to North Lincoln Avenue. Motorists park daily in front of Town Hall and walk in the street to the restaurant at the corner of Boone and North Lincoln. This puts these pedestrians at high risk with the volume of traffic on Boone Street. A bid was sent out in December and publicly opened at Town Hall on January 05, 2026. The Town received four (4) bids and they are as follows:

Precision Concrete Finishing at \$43,598.00

Taff & Frye at \$83,435.00

GCE Construction at \$85,800.00

Complete Construction at \$87,400.00.

The project is being funded through the in-lieu-of-sidewalk fund which has a current balance of \$125,571.75.

Mayor Wolfe called for a motion to approve the low bid of \$43,598.00 from Precision Concrete Finishing to construct a sidewalk on Boone Street in accordance with bid specifications submitted during the bid process with the funding source to be taken from the in-lieu-of-sidewalk fund. Alderman Causey made the motion, seconded by Alderman Dickson. The motion duly passed.

The next item on the agenda was discussion and possible action concerning West Main Street Handrail bids. The new sidewalk from Second Avenue to Washington Drive has been completed. This section of sidewalk is in need of a handrail for safety reasons. A formal bid was sent out in December and publicly opened at Town Hall on January 5, 2026. Frank Collins, Chairman of Historic Zoning and Dr. Bill Kennedy selected a handrail design that meets Historic Zoning regulations. Mr. Collins presented the request on behalf of the town to the Historic Zoning Committee for approval.

Only one bid was received which was from Precision Ironworks. The bid is \$45,870.00. Due to the cost of the handrail, the vendor is requesting fifty percent (50%) down on this project to pay for materials. Precision Ironworks has worked with the town for years on many projects and staff feels comfortable granting their request for the down payment. The BMA approved \$100,000.00 for this project in the 2025/2026 fiscal year budget. To date the total project cost is \$122,770.49.

There being no further discussion, Mayor Wolfe called for a motion to approve Precision Ironwork's bid of \$45,870.00 for the handrail project. Approval of the funding source is also requested from the Governor's sidewalk money for the \$45,870.00 handrail bid and the \$22,770.49 overage in the sidewalk project, for a total of \$68,640.49. Alderman Jenkins made the motion, seconded by Alderman Countermine. The motion was duly passed.

The next item on the agenda was discussion and possible action concerning the 2026 Landscaping and Mowing Bids. Mayor Wolfe requested the item be pulled from the agenda and be brought back at the February meeting including more detail on equipment costs, weather delay back-up plans, back-up plans for employee absences and complete information on all costs associated with bidding the work out or doing things .

The last item on the agenda was discussion and possible action regarding the 2025 Local Parks and Recreation Fund Grant (LPRF) Architectural Services Contract. On March 17, 2025, the BMA approved the Resolution authorizing the Town to apply for the 2025 LPRF grant as part of the First Frontier Trail initiative. The town's application has been funded and in accordance with State procurement documentation guidance, Request for Qualification letters were sent to four architectural firms and on December 8, 2025, the BMA approved Clark Nexsen as the firm for the 2025 LPRF project.

The Town was awarded grant funds that provide \$1.75 million of the \$3.5 million project to fund the First Frontier Trail and Park project. The grant is a 50/50 grant where the Town and County are responsible for providing half of the funds for the project. Clark Nexsen submitted their proposal for the design associated with the Frontier Trailhead Building. Based on discussions with Rachel Conger, Community Development partners and Glenn, the project will include 3-4 single-occupancy toilet rooms, storage, and an attached picnic shelter. The estimated budget for the building is \$525,000.00. Clark Nexsen submitted their contract for the LPRF project in the amount of \$63,000.00. The plan for the required match is to be funded through a significant portion of the \$2.4 million allocation provided to the Town by Governor Bill Lee for pedestrian improvements.

Mayor Wolfe asked if there were any other comments. Alderman Dickson made a motion to approve entering into a contract with Clark Nexsen, for architectural services for the First Frontier Trail Project, LPRF 2025, in the amount of \$63,000.00 as presented. Alderman Jenkins seconded the motion. The motion duly passed.



January 8, 2026

Town of Jonesborough
123 Boone Street
Jonesborough, TN 37659

Attn: Mr. Glenn Rosenoff

RE: Frontier Trailhead Building

Dear Mr. Rosenoff,

We are pleased to submit our proposal for the design associated with the Frontier Trailhead Building. Based on our discussions with you and Rachel Conger, we anticipate the project will include 3-4 single-occupancy toilet rooms, storage, and an attached picnic shelter. We understand the budget for the building to be \$525,000.

SCOPE OF DESIGN AND PROJECT ADMINISTRATION SERVICES

The scope of services defines the professional design services to be provided by Clark Nexsen related to architectural and engineering to meet the requirements of the Town of Jonesborough for the project.

PROGRAMMING / CONCEPTUAL DESIGN

The Pre-Design / Conceptual Design Phase will include meetings with the project stakeholders for project programming and conceptual design. Clark Nexsen will provide consultation related to establishment of site characteristics that have ramifications on the project quality, schedule, or budget, such as building configuration. During this phase, Clark Nexsen will incorporate available information from the program and equipment requirements as well as other code requirements to produce preliminary floor plans and a conceptual rendering of the building.

SCHEMATIC DESIGN (SD)/DESIGN DEVELOPMENT (DD)

Building on the approved conceptual design, we will include floor plans, exterior building elevations, schedules, building sections, wall sections, typical details, major engineering systems, building materials, and narrative specifications. Clark Nexsen and its consultants will design engineering systems & services including structural, plumbing, mechanical, and electrical. At the end of this phase, our team will provide information to the Construction Manager so that they can prepare a cost estimate.

CONSTRUCTION DOCUMENTS (CD)

Upon approval of the above submittal by the Town of Jonesborough, Clark Nexsen will prepare design drawings and formatted specifications, in accordance with the requirements set forth in TN building codes,

for use in construction of the project. This set of documents will also be used by the contractor to obtain necessary approvals and permits from appropriate regulatory agencies having jurisdiction.

The Clark Nexsen team will organize, participate in and complete the following activities and deliverables during the CD phase to help facilitate and advance the overall design of the project:

- a. Participate in up to two (2) design meetings.
- b. The Construction Documents will set forth, in detail, the requirements for the Project, including drawings and needed specifications. Clark Nexsen will work with the Town and other stakeholders in generating the Construction Documents and the implementation of systems.
- c. Prepare the CD submittal in accordance with the current editions of building codes.

BIDDING SUPPORT

At this point, it is anticipated the project will be delivered by a Construction Manager at Risk delivery method. The team shall assist the CM to prepare responses to questions from prospective bidders and provide clarifications and interpretations of the Construction Documents for distribution to prospective bidders in the form of addenda.

CONSTRUCTION ADMINISTRATION (CA)

By the hour.

GENERAL PROJECT ADMINISTRATION SERVICES

In general, project administration services include consultation with the Owner, research of applicable design criteria, attendance at Project meetings, and communication with members of the Project team and issuing progress documentation. Also included is:

- Coordinating the services provided by Clark Nexsen and our consultants with those services provided by the Owner and the Owner's consultants.
- Preparing and periodically updating the design Project schedule that identifies milestone dates for decisions required of the Team, design services furnished by Clark Nexsen, completion of documentation, and commencement of construction.
- Assisting the Team in connection with their responsibility for filing documents required for the approval of governmental authorities having jurisdiction over the Project.

SCHEDULE

Clark Nexsen agrees to provide the above listed services according to the mutually agreed upon project schedule. This schedule is dependent on the approval of each submission by the Client and that such approvals are made in a timely manner so as not to delay the agreed upon schedule. It is also dependent on prompt receipt of information and direction from the Town. Changes to such information and direction may cause delays in the completion of our services and require additional compensation. We agree to provide services in the most expeditious manner as is practical. The project services will begin upon receipt of written authorization from the Town to proceed.

Task Name	Duration
Programming / Conceptual Design	30 days
Schematic Design/Design Development	45 days
Construction documents	45 days
TDEC Office of Outdoor Recreation Review	30 days
Bidding	30 days
Contracts, bonds, insurance	15 days
Estimated Construction period	10 Months

COMPENSATION

Clark Nexsen agrees to provide professional services as outlined above in the Scope of Services and in conjunction with AIA B105-2017 contract. We believe the fee tabulated below is appropriate, given the schedule, the design and review process, coupled with the contract administration efforts. We propose a fee as follows:

Basic Design Services

<i>Pre-design / Conceptual Design</i>	\$	9,450
<i>Schematic Design/Design Development</i>	\$	15,750
<i>100% Construction Document Phase</i>	\$	31,500
<i>Bidding</i>	\$	6,300
<i>Construction Administration</i>	\$	Hourly \$175/hour
<i>Total Basic Services Architectural and Engineering services</i>	\$	63,000

Our invoicing will be in accordance with progress of the design documents based on percentage complete and shall be invoiced monthly. Our fee is 12% of a project with an estimated total construction budget of \$525,000. Should the budget go above the noted value through additional funding being added to the project to achieve the desired program or site appurtenances, our fee shall be adjusted according to the percentage noted above. Expenses associated with travel are included in our basic services. Expenses associated with printing or permitting costs will be billed at our cost plus 10%.

Clark Nexsen reserves the right to request Additional Services for those services and expenses not identified above and elsewhere in this proposal including services that extend beyond the period of time listed in the schedule. Additional services will not be performed until authorized by a contract amendment.

Alternates that are identified during the course of the project will be designed at the percentage noted above for the costs of the alternates. Approval shall be provided during the design phase for the additional design costs associated with the alternates.

ASSUMPTIONS

Our fee proposal is based on the following assumptions:

- No liability is assumed for the work of consultants not under contract to Clark Nexsen or information provided by others used in the production of final documents or calculations.
- A full topographical survey of the entire project area shall be performed by a consultant to the Town.
- The geotechnical investigations for the project site will be performed by a consultant to the Town.
- It is anticipated that spread footings will be utilized for the building construction. Should the results of the geotechnical investigation reveal soil conditions that warrant the design of a deeper foundation system, Clark Nexsen reserves the right to seek additional services for the added time needed to design such a system.
- Should the project budget increase or the scope be modified beyond what is described in this letter, Clark Nexsen may request additional services for the added risk.
- Clark Nexsen retains full ownership and all copyrights and other intellectual property rights to the design including without limitation all "instruments of service". We grant the Town a limited license to use the work product for the sole purpose of completing this project.

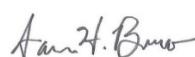
EXCLUSIONS

The following items are excluded from the Scope of Services:

- Any design services for the Town not related to the development of the project design as noted above.
- Civil Design (The Town will contract with DT Wood Engineering for civil engineering design services.)
- Geotechnical Engineering services.
- Survey services.
- Environmental engineering.
- LEED certification, design around LEED certifications or any other sustainable guideline
- AV or IT design, the design will include back box, conduit, and raceway to IT closets as required.
- Security design, including but not limited to access control, CCTV, digital cameras, etc. The design will include conduit and back box only as required.
- Deep foundations or rammed aggregate piers.
- Full-time, on-site project representation during construction phase activities.
- Representation for court appearances for litigation or preparation for the same unless Architect is a party to same and/or the litigation involves issues relating to the errors or omissions of the Architect and/or its consultants.
- Multiple bid packages.
- Phased turnover of the building.
- Transportation engineering services or parking studies related to areas beyond the immediate project site.
- Economic Feasibility Studies.
- Traffic Impact Analysis.
- Design of off-site roadway improvements
- Environmental reports or Phase 1 analysis.
- The solicitation and retention of consultants and sub-consultants as requested by Owner, except as outlined herein.
- Commissioning services.
- Modifications to Clark Nexsen formatted documents such as drawing file name, specification format, etc.
- All environmental impact and mitigation fees.
- Subsurface Utility Exploration.
- Solar Hot Water design, including panel sizing, optimization, placement, and verification of utilization.
- Photo-voltaic design.
- Development of project animations or videos.
- Rezoning or any special use permitting required by the County.

We appreciate the opportunity to collaborate with the Town of Jonesborough and we look forward to a successful project. If the proposal is acceptable, please sign and date below. Your signature renders this document a binding and enforceable contract between Town of Jonesborough and Clark Nexsen. Please review this proposal and contact us if you have any questions. We welcome your recommendations and will be happy to discuss any items in more detail.

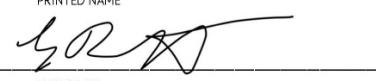
Sincerely,



Aaron Brumo, AIA, LEED AP BD+C
Senior Architect | Principal
CLARK NEXSEN

Accepted by: Glenn Rosenoff Date: 1/12/26

PRINTED NAME



SIGNATURE



Mayor Wolfe adjourned the meeting at 7:24pm.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR

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

Consent Agenda

DATE: February 9, 2026

AGENDA ITEM #: 2

SUBJECT: List of Bills

Attached for BMA approval is the list of the January 2026 bills.

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

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

Consent Agenda

DATE: February 9, 2026 **AGENDA ITEM #:** 3

SUBJECT: Town Administrator Report

**TOWN ADMINISTRATOR MONTHLY REPORT
JANUARY 2026**

I hope this monthly update finds you well! If you have any specific monthly updates, please do not hesitate to let me know.

- 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.

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

Consent Agenda

DATE: February 9, 2026 **AGENDA ITEM #:** 4

SUBJECT: Operations Manager Report

MEMORANDUM

To: Glenn Rosenoff, Town Administrator
From: Craig Ford, Operations Manager
Ref: January 2026 Monthly Report
Date: February 04, 2026

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.

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

DATE: February 9, 2026

Consent Agenda
AGENDA ITEM #: 5

SUBJECT: Committee Reports

- HZC Minutes – December 11, 2025
- HZC Minutes – January 8, 2026
- Main Street Board Meeting Minutes – November 18, 2025
- Jonesborough Planning Commission – December 16, 2025
- Chuckey Depot Museum Advisory – January 21, 2026

Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

December 11, 2025 – 6:00 PM

Minutes

Roll call noting the presence of a quorum, additions to the agenda, or any conflicts of interest with items on the agenda.

Members Present: Frank Collins, Nita VanTil, Rebecca Moss, Marcy Hawley, Chad Hylton, Herman Jenkins, Michael Kieta, Brian Ponder

Members Absent: Matt Kehn

Call to Order

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

Additions to Agenda

103 Sevier Ave. – Owner: Zac Jenkins.

Motion: Nita VanTil made a motion to add, seconded by Michael Kieta. Motion passed unanimously.

Item I: Public Comments

No comments made

Item II. New Business:

128 W Main St. – Owner: JBO Presbyterian Church / Presenter: Doug Hillmuth

Request to add a storage building in back of the Church addition building on the west side near the driveway. The storage shed would follow the same roof line and color of the existing back building. Mr. Hillmuth and a colleague were looking for guidance and recommendations from the commission about suitable materials and location. The commission members found the location satisfactory and recommended that wall and roof be the same materials as the building it would be attached to. This would be concrete block painted white with a faded red shingle roof. The presenters will be back in January with a final proposal including door types, size, and hardware. No motion was made as the presenter was only seeking guidance.

111 W. Main St. – Owner: Jackson Prime / Presenter: Frank Collins

Request to add two small directional signs on rear fence and enclosure on rear of the business to direct customers to the rear entrance. Customers with mobility issues who park in the back of the restaurant were not aware of the rear entrance. The rear entrance isn't readily visible and the two signs are small.

Motion: Rebecca Moss made a motion to approve as presented, seconded by Herman Jenkins. Motion passed unanimously.

103 Sevier Ave. – Owner: Zac Jenkins / Presenter: Frank Collins

Request to restore a historic brick chimney that was removed from the structure. The owner provided photos of the remaining part of the chimney that is within the structure and the roof location were the chimney once extended. The commission members recommended that the bricks to be used be old historic bricks to keep the look the same.

Motion: Nita VanTil made a motion to approve as presented, seconded by Michael Kieta.
Motion passed seven to zero with Herman Jenkins recusing himself from the vote.

111 E Main St. – Owner/Presenter: Steve Bacon

Owner contacted chairman before the meeting. He will be ready to present his requested changes at a January meeting.

300 block of W Main St. – Town of Jonesborough – Presenter: Frank Collins

Town has decided to delay this item as the scope and contract bid will be done in 2026.

Item III: Old Business

none

Item IV: Expedited

307 W Main St. – Owner: Stephen Martin

Owner initially requested to paint the building SW Honorable Blue, but members of the HZC expressed concerns that the color would make the 1980 garage addition stand out and dominate the view of the historic 1834 structure. The owner agreed and revised his request. His revised request is to repaint the building the same medium red color as before and repair some damaged wood siding with the same material. Expedited approval granted by Frank Collins & Michael Kieta.

133 E Main St. – Owner: Merely Modest Boutique, Kellee Asher

Request to install hanging sign on the existing bracket. Sign is 22 inches round, $\frac{1}{4}$ inch ACM panel double sided. Graphics applied in Vinyl. Sign will be 8 feet above the sidewalk.
Expedited approval granted by Frank Collins & Rebecca Moss.

105 ½ Fox St. – Owner: Mean Mug Market, Jeremy Maden

Request to install a vinyl black & white business signs on the windows. One will read “Mean Mug” and the other is an image of a “Mean Mug”. Neither application will take up more than 25% of the window space. Expedited approval granted by Frank Collins & Rebecca Moss.

125 E Main St. – Owner: The Phoenix, Carla Bowers

Request to change sign for “Silver Raven” to “The Phoenix”. The sign is 27” round double sided $\frac{1}{4}$ ” ACM with vinyl applied to both sides. To be hung 9’ above the ground. Will use the existing sign bracket. Expedited approval granted by Frank Collins & Rebecca Moss.

Item V: Property Designation Committee

PDC lead Nita VanTil reported that the committee continues to make progress with reviewing properties and updating the database. More review forms will be ready in January.

Item VI: Demolition by Neglect Update

102 W Woodrow Ave (2 buildings) – Owner: Parson's Brew LLC

Parson's Table – Built in 1874 as the First Christian Church. In 1972, Jimmy Neil Smith, founder of the National Storytelling Festival and the International Storytelling Center, bought the property and opened the building as the restaurant Widow Brown's. He later renamed the restaurant to The Parson's Table. During the mid-2000s, The Parson's Table closed and the building became an event venue. In 2021, the building was purchased by Parson's Brew LLC. After replacing the roof, the building has been left largely abandoned. After vandals broke many of the historic windows, the owner left the building exposed to the elements for six months. With urging the owner eventually boarded up the windows to add some protection to the interior. The two buildings remain in an abandoned state with boarded up windows for well over a year. The paint is deteriorating, the brick is failing, black mold is present, and vegetation overgrows the sides. The front door is often not secured and found open. On the rear sides, there are a large open gaps between the top of the brick and the roofline. The attached building is in the same abandoned condition with a porch column missing, and the gutters failing and falling off. A report has been requested from the Jonesborough Building Inspector. Commission members discussed sending a certified letter to the owner requesting their attendance at the next Historic Zoning Commission meeting on January 8 to discuss their plans for the building including maintenance, repairs, and the timetable. Chairman noted that a friendly letter was sent a few months ago, but the owners did not reach out after the letter was sent. The Commission agreed that a certified letter needs to be sent.

306 S Cherokee St. – Owner: Nestor Levotch

Porch, roof, and siding of house are showing significant signs of decay. Commission members recommended that we have the building inspector visit the property to provide the commission and the property owner with an additional assessment of the condition of the property. The commission members asked that a friendly letter be sent to invite the owner to attend our next meeting on January 8 to discuss the property.

Motion: Michael Kieta made a motion to send the certified letter, seconded by Brian Ponder. Motion passed unanimously.

505 W Main St. – Owner: William & Barbara Stout

Commission members brought this property to the attention of the Chairman at the meeting. They expressed concerns about the exterior condition of the structure including the character defining features on the porch and the condition of the siding. Commission members

recommended that we have the building inspector visit the property to provide the commission and the property owner with an additional assessment of the condition of the property. The commission members asked that a friendly letter be sent to invite the owner to attend our next meeting on January 8 to discuss the property.

Motion: Rebecca Moss made a motion to send the certified letter, seconded by Herman Jenkins. Motion passed unanimously.

205 W Main St. – Owner: John & Sherry Markopoulos

Over the past few years, concerned citizens, potential customers, neighbors, and commission members have brought this property to the attention of the Historic Zoning Commission. The primary concerns expressed by commission members include: (1) the building has signage indicating it is a business, but the business is rarely open; (2) the porch and sidewalk are covered with weather damaged and yard sale type items that detract from the authentic historic appearance of this very historic building; (3) the porch has two green hued porch lights that do not blend well with the soft warm lights in the town; (4) a few people have reported that the inside of the structure is stacked floor to ceiling with flammable materials that creating narrow passages; (5) and certain exterior elements of the structure are in need of maintenance.

Commission members recommended that we have the building inspector and/or fire inspector visit the property to provide the commission and the property owner with an additional assessment of the condition of the property. The commission members asked that a friendly letter be sent to invite the owner to attend our next meeting on January 8 to discuss the property.

140 Boone St. – Owner: Karl Klein & Renee Clossen

The building has been under construction for over three years. At previous HZC meetings and via communication from the former HZC chairman, information was conveyed that the front porch contributed to the authentic historic appearance of Jonesborough. We received assurances that the porch columns and porch roofline would be maintained with their historic appearance. Recent changes to the porch appear to be disregarding this communication. The commission members asked that a friendly letter be sent to invite the owner to attend our next meeting on January 8 to discuss the property.

Item VII: Future Items

The following information is provided to help keep track of future items.

- a) 100 Oak Grove Ave. – Jackson Park Church may want to expand parking lot.
- b) 239 E Main St. – Will present plan to erect addition in rear and repair main structure.
- c) 211 W Main St. – Will present plan to repaint & repair steeple.
- d) 117 Spring St. - Will present plan to restore structure.
- e) 215 W Woodrow – Will present plan for rear addition.
- f) 140 Boone St. – Need an update on the delayed construction.

- g) 111 E Main St. – Will present plan for new deck, door, & wall, rear of building.
- h) 512 W Main St. – Expedited request for gutter replacement and repainting.
- i) 204 W Main St. – Expedited request for gutter repair, siding repair, and repainting.
- j) 209 W Main St. – Will request for carpentry repair and repainting.
- k) 129 E Main St. – Will request extensive brick and window sill repair work.

Item IX: Commissioner Comments

Frank Collins will continue discussions with Glenn Rosenoff about signs that are not allowed per the Municipal Code, or the HZC Standards and Guidelines. Steps are developing to provide some enforcement rather than relying solely on volunteers.

Herman Jenkins relayed that he helped the owner of the outbuilding at 204 W Main Street remove all the vegetation and rotten wood from the structure. He also took steps to stabilize the brick walls and window enclosures.

Chad Hylton recommended that the HZC visit new property owners when they move to H-1 & H-2 overlay zones to welcome them to Jonesborough and give them information about living in the historic district. Chairman will work on the plan to present at the next meeting.

Next meeting is Thursday, January 8.

Item X: Approval of Minutes

Approval of November 13 minutes.

Motion: Nita VanTil made a motion to approve the minutes, seconded by Herman Jenkins.
Motion passed unanimously.

Chair, Frank Collins, adjourned the meeting.

Historic Zoning Commission

Jonesborough Town Hall – Board Room

123 Boone Street, Jonesborough, TN

January 8, 2026 – 6:00 PM

Minutes

Roll call noting the presence of a quorum, additions to the agenda, or any conflicts of interest with items on the agenda.

Members Present: Frank Collins, Nita VanTil, Rebecca Moss, Marcy Hawley, Chad Hylton, Herman Jenkins, Michael Kieta, Brian Ponder

Members Absent: Matt Kehn

Call to Order

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

Item I: Public Comments

Allyson Wilkinson thanked the Commission for their time and consideration last meeting.

Item III: Old Business

140 Boone St. – Owner/Presenter: Karl Klein and Renee Clossen

The building has been under construction for over three years. Previously, the HZC considered that elements of the front porch contributed to the authentic historic appearance of Jonesborough, but the remaining part of the house did not. Previously, the HZC received assurances that the historic appearance of the porch would be maintained. Recent changes to the porch appeared to be contrary to this communication, so the HZC asked the owners to provide the HZC with an update.

During the meeting the owners reported that the original columns and ornamentation were saved and would be re-installed on the front porch. They also requested to add composite material decking over the porch floor and extend the decking outward over the current concrete steps. They also requested to install a ramp off the side of the deck. This would provide a second ADA entrance for the structure. The HZC and the owners also noted that the roof of the porch was raised and altered from its original appearance.

Before the meeting Chairman Frank Collins spoke with Dr. Kennedy about the structure. He stated that the HZC does not provisions where only part is considered Contributing. Based on the location of the structure, the surrounding properties, and what remained of the structure, he recommends that the structure as a whole be considered Non-Contributing and the property follow the Section 15. "New Construction" for the Building Standards and Guidelines for the H-2 Overlay Zone.

After much discussion, the Commissioners agree that "New Construction" guidelines would be followed. However, the HZC needed more detail and drawing showing the size, location, and materials for the proposed new construction. The owner will prepare this and present it at the next HZC meeting on January 22.

505 West Main St. – Owner/Presenter: William Stout

Commission members expressed concerns about the exterior condition of the structure including the character defining features on the porch and the condition of the siding. Commissioners requested the building inspector visit the property and provide an assessment of the property. The report was completed and emailed to the Chairman prior to the meeting. The Building Inspector stated that overall, the property is in need of a lot of TLC and routine maintenance. More specifically he stated the upper porch as a rotten beam with a steel post in place to carry the roof load, front guard rail is missing on the upper porch, porch posts on the lower front porch have some evidence of rot, an open space to the left of a crawl space storage door and gutters around the house need to be cleaned out, and downspouts re-routed in areas to run water away from wood/siding.

The owner gave a presentation on how and why wood rots and decays. He has completed a post for the upper deck and will work to get that installed. He plans to replace the railing and scrape and paint peeling paint. He assured the Commission that there is no threat of termites, moisture, or further decay. He also stated that he does not plan on closing up an open area that leads under the house as there are currently no problems with animals or moisture. The Chairman asked for a more specific timeline for repairing the porch and painting bare wood. However, the owner did not want to commit to three months or six months for the repair and repainting. He agreed to make the repairs during the next twelve months. The Chairman also asked the owner about the appearance of the siding which is very dirty and the appearance had a negative impact on the Historic District. Since the soiled and unclean appearance of the siding did not compromise the integrity of the structure the owner did not want to address this.

Motion: Rebecca Moss made a motion to approve Owner's plans for upper front porch pole and railing and to scrape and paint some of the walls within the calendar year of 2026 as presented, seconded by Nita VanTil. Motion passed unanimously.

102 W. Woodrow Ave (2 Buildings) – Owners: Parson's Brew LLC

Parson's Table – Built in 1874 as the First Christian Church. In 1972, Jimmy Neil Smith, founder of the National Storytelling Festival and the International Storytelling Center bought the property and opened the building as the restaurant Widow Brown's. He later renamed the restaurant to The Parson's Table. During the mid-2000s, The Parson's Table closed and the building became an event venue.

In 2021, the building was purchased by Parson's Brew LLC. After replacing the roof, the building has been left largely abandoned. After vandals broke many of the historic windows, the owner left the building exposed to the elements for six months. With urging the owner eventually boarded up the windows to add some protection to the interior. The two buildings have remained in an abandoned state with boarded up windows for well over a year. The paint is deteriorating, the brick is failing, black mold is present, and vegetation overgrows the sides. The front door is often not secured and found open. On the sides of the building towards the rear, there are large open gaps between the top of the brick and the roofline. The second building is in the same abandoned condition with a broken porch column, open areas near the roof, and the gutters failing and falling off.

The HZC sent a certified letter to the owners to ask them to attend the January 8th meeting or contact the Chairman prior to the meeting. The letter was received and signed for; however, no

contact was made. Chairman, Frank Collins, will get guidance from the Town and bring the property back to a future meeting for discussion.

306 S. Cherokee St. – Owners: Nestor Levotch

Owner contacted the HZC Chairman by phone after receiving the letter. Chairman stated that this property will be deferred for reevaluation and updated to the April 9, 2026, meeting. The owner stated he will address the significant items with the porch and the unpainted siding.

205 W. Main St. – Owners: John & Sherry Markopoulos

Owner contacted the HZC Chairman by phone after receiving the letter. Chairman will discuss at the meeting. Owner stated they no longer have a physical business at the location. They acknowledged potential customers were confused and they agreed to remove the sign. This has been done. The green bug lights on the front porch were changed to warm white bulbs. The owners removed many of the plastic and weathered items that were on the porch and were formerly for sale. They want to limit what is on the porch to chairs, plants, and seasonal decorations. They asked the commission members to provide further input about any other items that currently remain on the porch. The owners have listed the property for sale on Facebook Marketplace. The commission agreed to individually visit the property and bring feedback to the January 22 meeting.

Item II. New Business:

111 E Main St. – Owner/Presenter: Steve Bacon

This presentation was postponed to the January 22, 2026 meeting.

300 Block of West Main St. – Owner: Town of Jonesborough

Presenter: Frank Collins

Request to erect decorative black metal handrail on the north side of West Main Street in the 300 block due to the elevated sidewalk. Handrail will run from the corner of West Main St. to near the driveway of 300 W. Main St. The handrail will be the same style as the handrail on Boone St. at the Baptist Church. The handrail will be black and installed at the standard rail height.

Motion: Nita VanTil made a motion to approve as presented, seconded by Michael Kieta. Motion passed unanimously.

312 W. Main St. – Academy Hill

Presenter: Frank Collins

Request to add a black metal handrail to the four-step stoop that leads to the East entrance on the front of the building. The handrail has been requested by residents for safety. Also requested approval to remove gutter and downspout from rear parking shelter. The parking shelter was built in 1980 and the gutter was installed around 2000. The rear does not have a gutter or downspout. The current gutter does not work as intended and serves as a debris trap.

Frank Collins recused himself from the vote. Vice-Chair, Nita VanTil presided over the discussion and motion.

Motion: Brian Ponder made a motion to approve as presented, seconded by Rebecca Moss. Motion passed unanimously with Frank Collins recusing himself from the vote.

Item IV: Expedited

None discussed.

Item V: Property Designation Committee

PDC lead Nita VanTil reported that the committee continues to make progress with reviewing properties and updating the database. A PDC meeting will be scheduled after all forms are completed and compiled.

Item VI: Demolition by Neglect Update

The Commission agreed that no other properties will be added at this time so that the HZC can focus on properties that are already part of the process.

Item VII: Future Items

The following information is provided to help keep track of future items.

- a) 100 Oak Grove Ave. – Jackson Park Church may want to expand parking lot.
- b) 239 E Main St. – Will present plan to erect addition in rear and repair main structure.
- c) 211 W Main St. – Will present plan to repaint & repair steeple.
- d) 117 Spring St. - Will present plan to restore structure.
- e) 215 W Woodrow – Will present plan for rear addition.

Item IX: Commissioner Comments

In the future the Commission will begin discussions about expanding the H-1 and H-2 overlay zones. The Commission has received requests by a few property owners to be added to the Historic District. There are also other 100+ year old properties that are near the current H-1 and H-2 boundaries.

Item X: Approval of Minutes

Approval of December 11, 2026, minutes.

Motion: Nita VanTil made a motion to approve the minutes, seconded by Herman Jenkins. Motion passed unanimously.

Chair, Frank Collins, adjourned the meeting.

November 18, 2025 - Main Street Board Meeting Minutes

Present: Cameo Waters, Mitchell Calvin, Hannah Maultbay, Isabel Hawley-Lopez, T. McLeod, Jennifer Wolfe, Angela White, Herman Jenkins, Jim Rhein, Amber Crumley, Deborah Byrd

Not Present: Terry Countertermine, Jerome Bowers, Anne Mason, Theresa Hammons

1. Approval of Previous Minutes

Motion by T; seconded by Jennifer.

2. BMA Update from Alderman/Chairman Countertermine

- BMA update skipped because Terry is not present.

3. Marketing Report - Website (Mitchell)

- Storytelling and Made Around Here ads boosted numbers.
- Storytelling page: 12,000+ views.
- Made Around Here market page: 11,000+ views.
- Halloween haunts and happy: 3,500 views.
- Total website views: 71,000+.
- Traffic sources:
- 15,000 from advertising.
- 11,000 from Facebook (desktop and mobile).
- 16,000+ from Google search.
- 256 from WJHL article.
- Total impressions: 300,000+ (searches for Jonesborough, Halloween, Christmas, etc.).
- Halloween events searches: 11,000.
- Christmas searches: 10,000.
- Shop Local page searches: 30,000+ for local shops.
- 68 visitor guides sent out.
- Numbers are better than Johnson City's advertising numbers.
- Website numbers were lower last year due to not running advanced travel ads.

Marketing Report - Reels (Hannah)

- New business ribbon-cutting ceremonies.
- Reels created for Merely Modest Boutique and Bracelets.
- Merely Modest Boutique reel:
- 18,000 views.
- 17 comments.
- 200+ interactions.

- Facebook views: 200,000+
- Campaign for Small Business Saturday:
- Reels and blog to promote shopping in downtown Jonesborough.

Updates from Cameo

Data Collection

- Data can be pulled from Placer AI to see how many cell phones were in the area and compare it to last year.

Social Media

- The town has almost 30 social media pages.
- Historic page is tourism focused, Main Street is downtown focused, and the civic page is for residents.
- There is a lot of overlap between the pages.
- Content is often posted on both the Historic and Main Street pages.

Destination Boot Camp

- The State of Tennessee held a destination boot camp from November 5th-7th.
- Businesses got to go for free, just their travel expenses.
- Three businesses from the town were approved: Melinda, Tammy at Antique Antiques and Artisans, and Cassie from Noel.

Holiday Lights

- The lights are up downtown.
- There are a few lights with different colors than discussed.
- A walkthrough with Bright Ridge is scheduled to figure out when and where to turn lights off and on for the tree lighting.

Upcoming Events

- Brews and Boos went great, but revenue numbers are unavailable due to software issues.
- The St. Patty's Festival will be on March 14th.
- Bartlong Auctions will bring six Clydesdales to pull the wagon during the parade.
- The board is asked to help find at least one float to enter in the parade.

Positive Feedback

- Someone emailed to express how much they enjoy downtown Jonesborough.

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

Event Recaps

- Halloween Haunts and Happenings had about 17 or 18 trick-or-treating stops and an estimated 7,000-9,000 kids.

Upcoming Events

- a. On Black Friday, there will be a Whoville Wholiday Day Shop and Hop from 4-6 PM Nov 29.
 - Tickets are \$15.
 - Attendees can shop and hop from store to store and get different Grinch-themed treats or Christmas-themed treats.
 - Build your own hot chocolate bar:
 - Tickets are being sold.
 - Formerly the Sugar Plum Sip and Stroll, but without alcohol this year.
 - Whoville on Saturday the 29th (also Shop Small Saturday):
 - Info tent with shop small swag.
 - The Grinch will be in the cabin for photos, with volunteers handing out treats.
 - Free kids activities: face painting and Whoville hair by Madison.
 - Tree lighting on Friday:
 - Follows the shop and hop at 6 pm.
 - Mayor Wolfe will give a welcome, and Mayor Grandy from Washington County will do an opening prayer.
 - Choirs will perform, candles will be lit, Paul will read a story, followed by a countdown to light the tree.
- b. December 6th: Doggone Christmas:
 - Humane Society will be there doing pictures with Santa.
 - Jessica from the photo wagon will be doing free photos for the dogs.
 - Raffle basket (valued at \$500) for those who bring a donation for the Humane Society.
- c. December 13th: Santa's Christmas Village:

- Santa Mart, free crafts, and gift wrapping at the visitor center.
- Santa downtown, McKinney center doing a free craft.
- Lighted Christmas parade that night (about 50 entries so far).
- d. December 20: Church stroll:
 - Downtown churches open their doors with bell choirs and hot chocolate.
 - No street closure for this event.
- Christmas marketplace: Local vendors in front of the storytelling center every Saturday.

Made Around Here Market

- Ads were done for the Made Around Here Market.
- Parking doubled on that Saturday.
- Revenue was up about a quarter.
- Made over \$3,200 in the gift shop on Friday and Saturday.
- Craft show revenue was over \$8,700.
- Zac said it was one of the best Saturdays he had had at the cafe this year.
- Jeff Gurley did really well on that Saturday.
- The winter market was expanded with vendor tents in the grassy area.
- Really good day for Boone Street Market

Jackson Theater Updates

- a. Marquee ball was held November 1st.
- Raised money for programming for the theater.
- Ron Ramsey was the auctioneer.
- b. Upcoming events:
 - Restoring Foundations with the McLeods on Monday nights (free, 6-8pm).
 - Wilson Fairchild on December 5th at 7pm (Statler Brothers and Sons).
 - Geron Paxton and Dennis Lichtman on December 19th at 7pm (blues rootsy duo).
 - Polar Express (Chucky Depot fundraiser) on December 6th and 7th at 3pm and 6:30pm.
 - Christmas movie programming with rentals and field trips during the day.

Boone Street Market

- Farmers Market will continue almost every weekend until the new year.
- Four out of five Saturdays in November, three out of four Saturdays in December, and once a month starting in January.
- Boone Street Market is open six days a week.

- They have growers who grow hydroponically, who have high tunnels and greenhouses, so they have fresh produce.
- They will be expanding to include food adjacent items like cutting boards and kitchen linens.
- Business is good and improving every year.
- Foot traffic is up at least 25%.
- Vendor sales are up about the same amount, if not to 30%.

International Storytelling Center

- Holiday shows start this week.
 - The trio (Phil Love, Andy Offit, Irwin, and Reggie Carpenter) will be here for three days starting this week.
 - Tim Lowry will do a Christmas Carol.
 - Josh Goforth and Michael Reno. Carol will be here on December 12th to do high Country Holidays.
 - Storytelling Live numbers have been fantastic.
 - Show attendance, on average went up about an additional 50 to 60 attendees per week.
 - Evening performances are doing well.

Adjournment

Motion by Pedro; seconded by T.

JONESBOROUGH PLANNING COMMISSION

MINUTES – December 16, 2025

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

Members Present: Jim Rhein – Vice Chairman, Josh Conger, Terry Countermeine, Bill Graham, Robin Harpe, Richie Hayward

Members Absent: Tom Foster - Chairman, Frank Collins, Darrell Fowler

Staff Present: Angie Charles, Washington County Planning Director, Glenn Rosenoff, Town Administrator, Kevin Fair, JW Greene, Donna Freeman

Due to the absence of Chairman Tom Foster, Vice Chairman Jim Rhein presided, called the meeting to order, and noted that a quorum was present. Josh Conger led the opening Prayer and Vice Chairman Rhein led the pledge to the Flag.

1. Public Comments – There were none.

2. Approval of Minutes – Meeting of November 18, 2025

The motion to approve the minutes of the November 18, 2025 meeting was made by Bill Graham, seconded by Josh Conger and was duly passed.

Vice Chairman Rhein read a Proclamation in memory of Bob Williams for his service on the Jonesborough Planning Commission and honoring his dedication and volunteerism to the Town of Jonesborough.

3. Request for Final Plat approval for Saylor's Ridge Subdivision

Presented by: Todd Wood, DTWood Engineering

The proposed subdivision consists of 23.35 acres. The plat depicts 19 lots with a new public street (Parker Ct), located off Hairetown Road, and is located outside the Town's corporate limits. The property is zoned R-1 in Washington County, within the Urban Growth Boundary, which places subdivision authority with the Town's Planning Commission. All lots exceed the minimum 15,000-sq.ft. lot size requirement. The lots are served with public water and will have individual private sewer (septic) systems. Parker Ct is 0.27 miles in length and has a 24-ft pavement width within a 50-ft right-of-way. In keeping with the Preliminary Plat approval, there are no sidewalks, as the property is unlikely to be annexed into the Town in the near future. Due to the size of

the development, stormwater controls and water quality devices are required; therefore, a stormwater pond is located on Lot 3. There are no variances to the Subdivision Regulations associated with the plat.

Vice Chairman Jim Rhein read the staff recommendation for the approval of Saylor's Ridge Subdivision final plat as submitted. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Terry Countermeine made the motion to approve Saylor's Ridge Subdivision final plat as submitted. Robin Harpe seconded the motion and it was duly passed.

4. Request for a Revised Site Plan and Grading Permit Security for Bradford Park Development

Developer: Jeff Jones

Presented by: Todd Wood, DTWood Engineering

A site plan for this property for a commercial warehouse self-storage development was previously approved by the Planning Commission in August 2024. Adjustments have been made to the site layout and include separating one large building into two buildings on Lot A, adding a large climate-controlled building to Lot B, and realigning other buildings to allow for more parking and add space to accommodate a fire lane. The request is for revised site plan approval of the Bradford Park self-storage business located off Presidential Drive. The subject property is classified as Lot A containing approximately 1.8 acres, and Lot B containing approximately 3.8 acres, and further described on Washington County Tax Map 052-F, Group D, Part of Parcel 6.00.

Proposed Use: Proposed for Lot A are two commercial warehouse 60-ft x 150-ft buildings (two 9,000-sq.ft. buildings); and proposed for Lot B are multiple various-sized self-storage units and a 260-ft x 160-ft (31,200-sq.ft.) climate-controlled storage building.

Zone: The property is within the town limits and is zoned B-3.

Setbacks: The setbacks are determined as Front: 30 feet, Rear: 25 feet, and Sides: 10 feet. The plan appears to meet the minimum setback requirements.

Ingress/Egress: The site plan shows two means of ingress/egress (access) off Presidential Drive.

Utilities: All utilities are available to the subject property, and extensions of said utilities into the site by the developer will be placed underground.

Parking: Parking meets the Town's requirements.

Hydrants: The developer will work with the Jonesborough Fire Department to ensure adequate fire protection at the site before the issuance of a building permit.

Stormwater: A stormwater management pond designed and sized to accommodate this development presently exists, and no modifications are necessary.

Erosion: The erosion control plan has been included with the overall site plan.

Landscaping: Sheet C1 shows the Site and Landscaping Plan with significant buffering identified around the site since the use is commercial and the adjoining land uses are residential in nature. The Planning Commission approves the landscape layout, and the Tree and Townscape Committee will approve the formal landscape plan.

Bonding: Bonding is required as part of the site plan approval process for grading. The Grading Permit Security Calculation Form remains unchanged from the amount submitted and previously approved in 2024, \$31,720.00.

Vice Chairman Rhein read the staff recommendation as follows: 1) Approve the site plan as submitted, and 2) approve the Grading Permit Security for \$31,720.00. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the site plan as submitted and the Grading Permit Security for \$31,720.00, Robin Harpe seconded the motion and it was duly passed.

5. Request for approval of a Site Plan and Grading Permit Security for Trailblazer Coffee Restaurant, 376 East Jackson Blvd

Presented by: Sophia Davidson, Architect for the Project.

The site plan accommodates a proposed commercial development on a 1.13-acre tract on East Jackson Blvd, zoned B-3 (Arterial Business). The plan shows the location of a proposed new building, 900-sq.ft in size. The building is located within the setbacks (30-ft front, 10-ft side, 25-ft rear) and a drive-thru only restaurant is an allowed use in the zoning district. A grading permit security in the amount of \$47,980 is also associated with the development. The plan reflects two parking areas and a drive thru travel aisle. The code requires three spaces, and thirteen are provided. One of the spaces is handicap (ADA) accessible. The entrance is located on a divided highway, ingress and egress is restricted to right turn movement driveway permit from TDOT will be required as East Jackson Blvd is a state highway road. Due to the size of the development, stormwater controls and water quality devices are required. A stormwater basin is to be located on the easterly of the property, between the driveway and the rear property line. The construction plans have been reviewed by Todd Wood, P.E., and are recommended for approval, meeting all requirements. The development will have landscaping, with six new shade trees along East Jackson Blvd and four more around the parking areas. The parking lot will also be landscaped with seven additional shrubs.

Vice Chairman Rhein read the staff recommendation as follows: 1) Approve the Trailblazer Coffee site plan as submitted, subject to approval from the Tree and Townscape Board of the landscaping plan, and 2) approve the Grading Permit Security in the amount of \$47,980.00. Vice Chairman Rhein asked Commissioners if they had any questions or comments. Robin Harpe asked about the egress of the development. Sophia Davidson said there is a shared access point with Wendys and egress will be the same as the current one at Wendys. Vice Chairman Rhein asked if there was any further questions, and with there being none called for a motion.

Motion: Terry Countermeine made the motion to approve the Trailblazer Coffee site plan as submitted, subject to the approval from the Tree and Townscape Board, and the grading permit security in the amount of \$47,980.00. Josh Conger seconded the motion and it was duly passed.

6. Request for Approval of Vesting Legislation – Text Amendment

Presented by: Angie Charles

Angie Charles said during the 2025 legislative session, two bills were passed regarding vesting rights. The proposed amendments are intended to bring the Town's Zoning and Subdivision Regulations into compliance with the new regulations. Ms. Charles said the first legislation (SB1313/HB1326) changes the starting date of the vesting period; and vesting rights allow a development project to continue to construction regardless of whether the Town's codes or zoning have changed before work has begun. Ms. Charles said under the Town's current regulations, the three-year vesting period for a site plan or subdivision begins on the date it receives approval. Angie Charles said for example, the vesting period for a subdivision begins on the date the preliminary plat is approved by the Planning Commission. Under the State's new legislation, the vesting period would begin on the date the development plans (site plan/subdivision) are submitted to the Town for approval.

Angie Charles said the second legislation (SB773/HB735) prevents the vesting period of an approved development plan or building permit from expiring because it was held up due to litigation. If there is litigation, the clock on the vesting period stops until all litigation has been settled. Once the appeals period has expired, the vesting clock starts up again. Ms. Charles said a public hearing needs to be scheduled in regard to the Vesting Legislation and the zoning text amendment and there needs to be a 30-day notice for public hearing.

Vice Chairman Rhein read the staff recommendation as follows: 1) Approve the Planning Commission forward the zoning text amendment on to the Board of Mayor and Aldermen; and 2) the Planning Commission advertise and schedule a public hearing to consider the text amendment to the Subdivisions Regulations. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and there being none called for a motion.

Motion: Terry Countermeine made the motion to approve the Planning Commission forwarding the zoning text amendment on to the Board of Mayor and Aldermen; and the Planning Commission advertise and schedule a public hearing to consider the text amendment to the Subdivisions Regulations, as presented. Bill Graham seconded the motion and it was duly passed.

7. Request for approval of a Free-Standing Sign for Crockett's Landing, 183 Old State Route 34, Jonesborough, TN.

The proposal is for a freestanding ground-mounted sign for the Crockett's Landing (formerly Colonial Apartments) multi-family development, located at 183 Old SR 34. The property is 5.41-ac in size, and zoned R-3 (high-density residential). The sign meets the requirements outlined in Chapter 12 (Business and Advertising Signs), Section 11-1214.(1) for multi-family dwellings in residential districts. The sign will meet or exceed the 7.5-ft setback from the property line, extend no more than 8-ft above the ground, and not exceed 32-sq.ft. in area.

Vice Chairman Rhein read the staff recommendation for the approval of the free-standing sign as submitted. Vice Chairman Rhein asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Richie Hayward made the motion, seconded by Robin Harpe, to approve the free-standing sign for Crockett's Landing at 183 Old State Route 34, as presented. The motion was duly passed.

With there being no further business for discussion, Vice Chairman Jim Rhein adjourned the meeting.

Chuckey Depot Museum Advisory Board Meeting – January 21, 2026

In Attendance: Jimmy Rhein, Rick Chinouth, Mike Tilley, Chris Kudera, Katie Edwards, Les Billings, Richard Szymkowski

Meeting called to order at 3:57pm by Jimmy Rhein

Minutes prepared by Katie Edwards

1. Approval of Minutes:

- a. Minutes prepared by Katie Edwards. Rick C. moved to accept and approve, Mike T. seconded. All in favor. Motion carried.

2. Financial Report:

- a. Rick presented financial report through the end of 2025
 - i. Discussion over the positive funds received from the train show, fundraiser, Santa on the Caboose, visitor donations, and mug sales.
- b. Rick and Jimmy to meet with Chris and town recorder to get updated clarity on discrepancies in reporting (of approx. \$300) between Chuckey Depot and the Town on the matter of the reserve account balance.
- c. Chris brought the lease agreement and ordinance documents to discuss needed changes and the delays on the town side related to needed additional documentation (bylaws).
- d. Motion to approve the financial report by Les, seconded by Richard. All in favor. Motion carried.

3. Polar Express:

- a. Rick gave a report on the Polar Express showing
 - i. \$4,302.18 in sales.
 - ii. Chad Hylton's HVAC company has indicated that they will support the full cost, allowing the event to maximize the profit. Chris has submitted invoices and is awaiting a check to see if all or part of the cost is covered.

4. Depot Maintenance:

- a. Chris reported that shelving materials for the bathroom have been ordered. Awaiting install.
- b. Doors:
 - i. Main visitor door is ill-fitting/sticking
 - ii. Volunteer door weatherstripping has been fixed

- c. Discussion of draw on data usage, cameras, and internet
 - i. Les reported latency in the cameras and speed via ping testing.
 - ii. Chris reported that Brightridge will not come to the depot due to location, but possibly can shoot internet via devices at Main Street or Depot Street locations.
 - iii. In the meantime, Comcast to replace or repair current wire to attempt better internet connection and speed.
 - iv. Virtual Rail Fan to come back and look at cameras.

5. Semaphore:

- a. Mike Tilley reported that the semaphore is now waiting for the town to place the semaphore.
- b. Estimating 2-3 hours total time commitment from site to installation completion.
- c. Needs to happen fast to work around external organization schedules. In 30 days or less.

6. Kiosk updates:

- a. Rick reported no updates. Mentioned that it would be good to have more social media from the town, and more tour groups from Heritage Alliance (even on closed days)
- b. Heritage Alliance to add more emphasis on the fieldtrip module in their promotion.

7. International Rail Exhibit:

- a. Jimmy Rhein discussed a recent educational/ETSU trip to India and some frescos and information about luxury international rail. Discussion on possibility of a similar exhibit in the future at CD.

8. Other Discussion:

- a. Rick discussed needing to look at seasonal hours after complaints of unbalanced shifts from volunteers. Discussion held. No conclusions. Group to watch attendance per hour to see optimal times to be open.
- b. Discussion on Train Show for 2026 and dates and locations
 - i. Current preference is October, at the local school with ideal dates the weekend of October 10th.
- c. Chris brought the order of hats.
- d. Group decided to approve weather related closing of the museum for the weekend of January 25th.

9. Adjourned:

- a. Meeting adjourned at 5:08pm.
 - i. Motion by Mike and seconded by Les. Adjourned.

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

Consent Agenda

DATE: February 9, 2026

AGENDA ITEM #: 6

SUBJECT: Supervisor Reports

1. Building Inspector
2. Director of Human Resources
3. Parks & Recreation
4. Visitor Center
5. Street Department
6. Utilities
7. McKinney Center
8. Fire Department
9. Police Department
10. Jackson Theatre
11. Senior Center
12. Solid Waste & Recycling

2026

BUILDING PERMITS REPORT

<u># PERMITS</u>	<u>AMOUNT</u>	<u>FEES</u>	<u>NEW HOUSES</u>	<u>COMMERCIAL</u>	<u>RENOVATIONS</u>	<u>PLUMBING</u>	<u>MECHANICAL</u>	<u>ADDITIONS</u>	<u>SIGNS</u>
					<u>MISCELLANEOUS</u>				
January	38	\$8,121,653.67		68,412.87	25	3	9	1	0
February									
March									
April									
May									
June									
July									
August									
September									
October									
November									
December									
TOTALS	38	\$8,121,653.67		\$68,412.87	25	3	9	1	0

	<u>Monthly Total</u>	<u>Year-To-Date</u>
New House Permits	7,789,250.00	\$7,789,250.00
New House Permit Fees	66,102.70	\$66,102.70
Commercial Permits	123,000.00	\$123,000.00
Commercial Permit Fees	495.50	\$495.50
Renovations, Additions Permits	209,403.67	\$209,403.67
Renovations, Additions Permit Fees	1,814.67	\$1,814.67

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

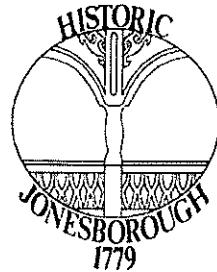
YEAR - 2025				YEAR - 2026			
MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE	MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE
January	33	6,498,570.94	55,963.25	January	38	8,121,653.67	68,412.87
February	8	1,820,062.31	16,087.09	February			
March	13	1,608,839.08	13,717.34	March			
April	13	1,478,238.21	12,799.09	April			
May	13	1,493,560.00	13,318.10	May			
June	15	1,492,616.81	13,312.24	June			
July	18	2,758,978.66	21,126.11	July			
August	16	3,067,821.00	26,639.02	August			
September	18	1,635,159.00	14,052.46	September			
October	18	1,229,468.66	10,587.06	October			
November	15	1,650,667.60	13,496.03	November			
December	20	844,010.00	8,321.00	December			
TOTALS	200	\$25,577,992.27	\$219,418.79	TOTALS	38	\$8,121,653.67	\$68,412.87

TOWN OF JONESBOROUGH
2026 BUILDING PERMITS

DATE	OWNER	ADDRESS	TYPE OF CONSTRUCTION	ZONING DISTRICT	PROJECT COST	PERMIT FEE	# UNITS	TOTAL SQ. FT.
JANUARY								
01/05/26	Plumb Perfect	252 Forest View Drive	Plumbing Repairs	R-1	3,000.00	25.50		
01/05/26	Recon Co.	239 East Main Street	Interior Demolition	R-1/H-1	10,000.00	100.00		
01/05/26	Great Day Improvements	525 Middays Rest	Sunroom Addition	R-1A	46,855.00	398.26		
01/06/26	Wolfe Development	649 Cherry Marie Drive	New Home	PRD	200,000.00	1,700.00	1	1,625
01/06/26	Wolfe Development	159 New Hope Road	New Home	PRD	158,000.00	1,343.00	1	1,322
01/06/26	Wolfe Development	676 Cherry Marie Drive	New Home	PRD	158,000.00	1,343.00	1	1,322
01/06/26	Wolfe Development	163 New Hope Road	New Home	PRD	165,000.00	1,402.50	1	1,380
01/06/26	Wolfe Development	672 Cherry Marie Drive	New Home	PRD	165,000.00	1,402.50	1	1,380
01/06/26	Wolfe Development	167 New Hope Road	New Home	PRD	200,000.00	1,700.00	1	1,625
01/06/26	Wolfe Development	661 Cherry Marie Drive	New Home	PRD	200,000.00	1,700.00	1	1,644
01/06/26	Wolfe Development	657 Cherry Marie Drive	New Home	PRD	200,000.00	1,700.00	1	1,380
01/06/26	Wolfe Development	645 Cherry Marie Drive	New Home	PRD	165,000.00	1,402.50	1	1,380
01/06/26	Wolfe Development	653 Cherry Marie Drive	New Home	PRD	165,000.00	1,402.50	1	1,380
01/06/26	Tonya Baker	202 Forest Drive	New Deck	R-1	2,500.00	41.00		
01/08/26	GG&MLS/Scott Britton Const.	Bradford Park/Presidential Dr	Grading	B-3	100,000.00	300.00		
01/12/26	Orth Construction	100 Marigold Lane	New Home	PRD	382,750.00	3,253.37		1,786
01/12/26	Orth Construction	104 Marigold Lane	New Home	PRD	348,750.00	2,964.37	1	1,282
01/12/26	Orth Construction	108 Marigold Lane	New Home	PRD	382,500.00	3,251.25	1	1,786
01/12/26	Orth Construction	112 Marigold Lane	New Home	PRD	348,750.00	2,964.37	1	1,282
01/12/26	Orth Construction	116 Marigold Lane	New Home	PRD	382,500.00	3,251.25	1	1,786
01/12/26	Orth Construction	120 Marigold Lane	New Home	PRD	348,750.00	2,964.37	1	1,282
01/12/26	Orth Construction	124 Marigold Lane	New Home	PRD	382,500.00	3,251.25	1	1,786
01/12/26	Orth Construction	128 Marigold Lane	New Home	PRD	348,750.00	2,964.37	1	1,282
01/12/26	Orth Construction	132 Marigold Lane	New Home	PRD	382,500.00	3,251.25	1	1,786
01/12/26	Orth Construction	136 Marigold Lane	New Home	PRD	382,500.00	3,251.25	1	1,786

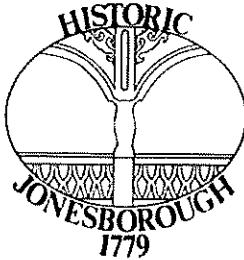
**TOWN OF JONESBOROUGH
2026 BUILDING PERMITS**

From The Desk Of:
Michelle Stewart
Director of Human Resources



January 2026 Report For BMA

- Attended the Northeast Tennessee Society of Human Resource Managers (NETSHRM) board meeting.
- Attended the NETSHRM Annual Legislative Update Meeting. Hunter, Smith & Davis, PLC, provided the session.
- Meet with Glenn & Craig regarding creating a consistent plan for uniforms and Town apparel.
- Assisted with re-creating position descriptions and employee manual for Wetlands.
- Assisted the Jackson Theatre with updating their position descriptions to include bartender duties.
- Assisted with interviews for Parks & Rec position.
- Completed Title VI training for all Town employees.
- Organized biometric exam process for employees; released dates and scheduled appointments.
- Completed the OSHA log for 2025 workers comp injuries.
- Collaborated with Chief Rice to format a plan to solicit applicants for the Major position vacated by Dennis Higgins. Accepted resumes and essays from interested candidates.
- Managed Employee of the Month nomination and award process.
- Continued to manage the daily ebb and flow of HR duties and assisted department directors on tasks related to employees.
- Completed onboarding for new employees:
 - Willie Morrow, Wastewater
 - Frankie Dunigan, Wastewater
 - Dawson Callahan, Parks & Rec
 - Sunny Ezell, Parks & Rec



TOWN OF JONESBOROUGH

123 BOONE STREET
JONESBOROUGH, TN 37659
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WEBSITE: WWW.JONESBOROUGHTN.ORG

Parks and Recreation

January 2026

Please note that I did not submit a report for the January BMA meeting due to being out of the office. This report combines activity from both December and January.

Holiday Season Operations & Events

During the Christmas season, staff maintained decorations throughout Town. Town staff installed garland on light poles, hung wreaths and lanterns throughout downtown, set up the sleigh display with surrounding Christmas trees, and decorated the downtown planters, which remain in place. Garland was added to the Senior Center, and garland and lights were installed on the poles at the McKinney Center.

This period also included the set-up and facilitation of the Christmas at Lincoln Park program. Staff dedicated additional time to high-traffic areas such as the Visitors Center, Mill Springs Park, and along the parade route to ensure facilities were cleaned and prepared for the large number of guests attending events.

Grounds & Park Maintenance

Playground mulch replenishment continued during this period. Lincoln Park and Persimmon Ridge Park were both completed. At Persimmon Ridge, staff removed a significant amount of old mulch and dirt to achieve required safety depth. Borders were replaced, and the playground footprint was reshaped to improve long-term maintenance.

We reset and poured the concrete form for the new signal being installed in the Chuckey Depot parking lot. Based on the latest information, installation will be completed by Chuckey Depot volunteers.

In December, we addressed another round of graffiti in the downtown area.

The irrigation project at Lincoln Park was completed. This upgrade will allow the Senior Center to more effectively water garden beds during the spring and summer months.

Leaf removal was a major focus over the past two months. The majority of Town and park areas have been completed, with remaining locations scheduled for the first week of February.

Tree trimming, grass cutting, and general foliage clean-up continued throughout Golden Oak, Persimmon Ridge, Barkley Creek, Heritage Alliance, the Senior Center, Lincoln Park, Visitors Center, and Town Hall properties. This work will continue until all areas are complete.



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Tiger Park Improvements

Tiger Park remains a high priority. Staff have been working extensively on both playing fields to prepare for the upcoming baseball and softball seasons. Improvements include:

- Installation of dugout benches and foul poles
- Infield surface work on both fields
- Spreading sand and grass across outfields to correct grading issues from the original construction

We also received a TAEP grant from the State to replace trees that died at Tiger Park as part of the reforestation project.

Staffing Updates

We are pleased to announce the hiring of two new staff members:

- Dawson Callahan, Maintenance Worker. Dawson is a graduate of David Crockett High School and worked with Nick last year during the Wetlands Waterpark remodel.
- Sunny Ezell, Open Spaces Coordinator / Urban Forester. Sunny recently returned to East Tennessee after living in Idaho for the past decade. She is a graduate of ETSU with a degree in Parks and Recreation Management.

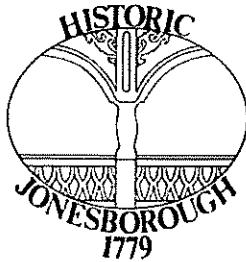
This marks the first time in over a year that the department is fully staffed, and we are excited about the added capacity this provides.

Open Spaces & Urban Forestry Updates

In the absence of an Open Spaces Coordinator earlier in this reporting period, I personally submitted the Tree City USA application, reviewed and worked on landscape plans submitted by developers, and submitted our Arbor Day Foundation application, which has since been approved.

We are now transitioning those responsibilities to Sunny and look forward to expanding our efforts in this area.

Committee & Partnership Work



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I am currently working with the Chuckey Depot Museum Advisory Committee regarding their lease agreement. The committee has requested access to funds they have fundraised and would like those funds transferred into a separate checking account. I am working with them alongside the Town Administrator and Finance Director to review this request and determine the appropriate path forward.

I have also been working with the Keep Jonesborough Beautiful Committee to schedule dates for the 2026 season. With new members recently added to the board, we are looking forward to increasing engagement and expanding committee involvement this year.

We continue to see strong utilization of the Lincoln Park Education Building. A consistent weeknight rental has been established, with yoga classes being held three nights per week. The renters have expressed that they are very pleased with the space.

School Coordination & Shared Use

I held my monthly meeting with Jonesborough Elementary School administration, the Athletic Director, and the baseball coach. We discussed exterior maintenance needs and coordinated scheduling for the upcoming spring middle school season.

As previously noted, staff continues working daily to ensure ball fields are prepared for the spring season. I also met with the booster club president to discuss concession stand needs and clarify how the concession agreement will function moving forward.

Civitan Restroom Renovation (Adjacent to Wetlands Waterpark)

As you will recall, Civitan Club generously donated \$10,000 toward remodeling and maintenance upgrades to the restrooms located next to Wetlands Waterpark.

During December and January, Nick completed substantial upgrades including:

- Installation of heaters to allow year-round public access
- Replacement of old plywood stall doors with powder-coated metal commercial partitions
- Removal and replacement of all toilets, sinks, and lighting with commercial-grade fixtures
- Installation of a waterless urinal to reduce water and sewage usage
- New exterior gutters
- Complete replacement of waterlines with PEX to meet code
- Pipe insulation and relocation of exposed plumbing behind walls for improved aesthetics and freeze protection
- Motion sensor lighting to reduce electricity usage



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- Addition of attic insulation where none previously existed

Remaining work, as temperatures allow, includes:

- Pressure washing pavilion exterior and repainting soffit
- Pressure washing and resealing/painting pavilion wood
- Updating pavilion lighting for adequate illumination during evening rentals
- Painting and sealing restroom floors

Wetlands Waterpark Updates

The new pool pump filtration system has been delivered. Demolition of the existing pump room is scheduled to begin February 2nd, with demo expected to be completed by the end of that week. CASS-TN is expected to provide a start date for installation in the coming days.

Several custom pool grates are in need of repair, including one that snapped last season. We identified a manufacturer in Florida that produces these custom grates and are working to place an order.

Pool liner repairs were completed in December under warranty.

A professional waterslide study has been conducted. A summary report will be presented at the March BMA meeting outlining:

- Recommendations to improve slide performance
- Water flow adjustments
- Pricing for refinishing
- Recommended annual maintenance plans

We are currently working with two companies regarding Wetlands pool pumps. Historically, one pump motor has been replaced per season. We are evaluating the cost difference between refurbishing versus full replacement to determine long-term savings.

Additionally, we have received quotes for installing a variable speed pump system. This would allow us to reduce pump speeds when appropriate, extending motor life and reducing the need for annual replacements. While there is an upfront investment, this approach is expected to produce long-term operational savings.



Updates and Projects

1. Main Street and Downtown
2. Tourism/Marketing
3. Events

Main Street and Downtown

Completed the national and state level Main Street Annual Report which allows us to remain as an accredited Main Street program recognized on a state and national level. This report showcases the, impact, accomplishments, and financial health of our program. The report covers activities aligned with the Main Street Four-Point Approach (Economic Vitality, Design, Promotion, Organization).

Hosted Main Street Board meeting

Assisted JAMSA with their upcoming Chocolate Fest event

Assisted Craig Ford on a second downtown camera

Tourism/Marketing

Below you will find marketing report details from our Christmas campaign:

Target Cities: Greenville/Spartanburg/Asheville, Chatt., Charlotte, Knoxville

Placement: Meta and Display

Run Dates: 11/20/25 – 12/20/25

Results: Over 500,000 impressions | 24,065 clicks | 4.45% CTR

[click for samples](#)

Below are stats from Oct.-Dec. that capture fall and winter campaign trends

Display

October 7 to December 31, 2025
The Town of Jonesborough **was seen 1.1 million times**, resulting in **20,037 clicks** to Jonesborough.com.

- 1.69% CTR - over the 2025 Wordstream benchmark of 0.47% CTR.

298 display users saw your ad and later visited your website within 30 days.

1,448 display users clicked on your ad and later visited your website again within 30 days.



Paid Social

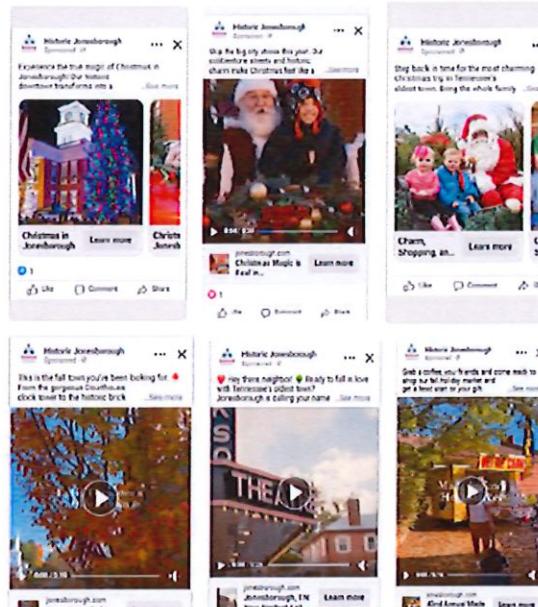
The Town of Jonesborough was seen on Facebook and Instagram **425,088 times**, which resulted in **19,206 link clicks** to Jonesborough.com.

- 12.94% CTR - over the 2025 Wordstream benchmark of 0.90% CTR.

Ad Engagement

- 4,791 Reactions
- 134 Comments
- 227 Saves
- 816 Shares

There were 192 Facebook likes/followers from the paid Meta campaigns during this period.



We have been working on plans for a Spring campaign that will launch on Feb. 1. We placed a strong emphasis on promoting JAMSA's Chocolate Fest, McKinney Center programming, TN Songwriters event, St. Paddy's Festival, Jackson Theatre programming, Small Businesses, the Senior Center tree event, and other community activities.

Events

Planning for the St. Paddy's Festival is well underway, and the event is expected to be larger than ever this year. The festival will take place in Downtown Jonesborough on Saturday, March 14, from 11:00 a.m. to 6:00 p.m., beginning with the St. Paddy's Parade at 11:00 a.m. Attendees

Paid Search

20,622 Impressions

3,110 Clicks

High Click Thru Rate of 15.08%, over the benchmark of 8.75% CTR.

Events happening in Jonesborough have been the highest matched keyword during this campaign with a high click-thru rate of 23.25%.

High quality score 6.25 - measures how relevant and high-quality our keywords, ads, and landing pages are compared to competitors.

can enjoy live Irish music, Highland Games demonstrations, meet and greet with highland cows and owls, a fun run, local vendors, food and beverages, and more. New this year, a six-horse Clydesdale team will appear in the parade.

We are also working closely with JAMSA to assist with Chocolate Fest

We are once again partnering with the State of TN to host a qualifying round at the Jackson Theatre on February 6 from 7-9 pm. We have 15 songwriters that will perform and three will move on to the showcase round with a chance to perform at the iconic Bluebird Café in Nashville, Tennessee.



Updates and Projects

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

Main Street and Downtown

Worked on Booms Tracker which is through the TN Main Street program and the national Main Street Program. The BOOMS Tracker is a property inventory tool designed for local Main Street leaders. Accessible via a smartphone or other connected device, local leaders can easily gather, store, and showcase information about buildings and lots in their districts. It is also a map-centric, national platform for identifying vacant spaces that could serve as opportunities for activation and development

Pushed Shop Small marketing campaigns for our businesses during the holiday season

Began compiling data for the Main Street Annual Report

Tourism/Marketing

Hosted, alongside NETTA, the opening event for the first Breeze flight into the Tri Cities and am working to push travelers from that area to utilize this flight and extend their stay in Jonesborough and the tri cities

Below you will find marketing report details from our Christmas campaign:

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

[Click for samples of the campaign](#)

541,006	24,064	4.45%
Impressions	Clicks	CTR

Solution	Impressions	Clicks	CTR
Display	377,464	7,472	1.98%
Social	154,869	15,003	9.69%
PPC	8,673	1,589	18.32%

Our next set of ads will be to push St. Paddy's event and spring time visits

We hosted a pair of Canadian travel writers in May and have received the overview and highlights from their trip.

*5.2 M impressions

*6.3 M views

*773 K engagements

*Chris & Bri said this represents their largest/best performing campaign of 2025.



I know I mentioned this last month, but we are still seeing big traction from this 2025-26 issue of Tennessee Home & Farm magazine. The Jonesborough story is on pages 38-40. View the online version [here](#) or the entire online magazine [here](#). Below are the magazine's demographics:

Tennessee Home & Farm reaches nearly 1 in 4 households



116,000
West TN

290,000
Middle TN

286,000
East TN

691,928

TENNESSEE FAMILIES RECEIVE THE PRINT
PUBLICATION, MAILED FOUR TIMES A YEAR

3.7
months

AVERAGE TIME
READERS SAVE
EACH ISSUE

WITH PASS-ALONG READERSHIP,
THE PUBLICATION REACHES

1.3 million

PEOPLE FOUR TIMES A YEAR

95% of our readers read every
print issue distributed to them.

83%

OF READERS

support an advertiser, share an
article, visit a destination or use
a product as a result of reading
the publication.

We placed a strong emphasis on promoting the Christmas in Olde Jonesborough event series, Jackson Theatre programming, Small Businesses, the Senior Center tree event, and other community activities.

Hannah and Isabel did a great job with creative reels to push various events, this helped to grow our organic reach and engagement on social platforms

Events

Christmas in Olde Jonesborough went well overall with a growth in attendees. We had numerous downtown businesses mention that this was the best Black Friday they have ever had. This was the day we hosted the shop hop event (ticketed) and the tree lighting. St. Paddy's Festival planning is well underway and slated to be a big event this year. We are also working closely with JAMSA to assist with Chocolate Fest. We are once again partnering with the State of TN to host a qualifying round at the Jackson Theatre at the beginning of February.



Town of Jonesborough
117 Boone Street
Jonesborough, TN 37659
info@jonesboroughtn.org
423-753-1010

January 2026 Monthly Report

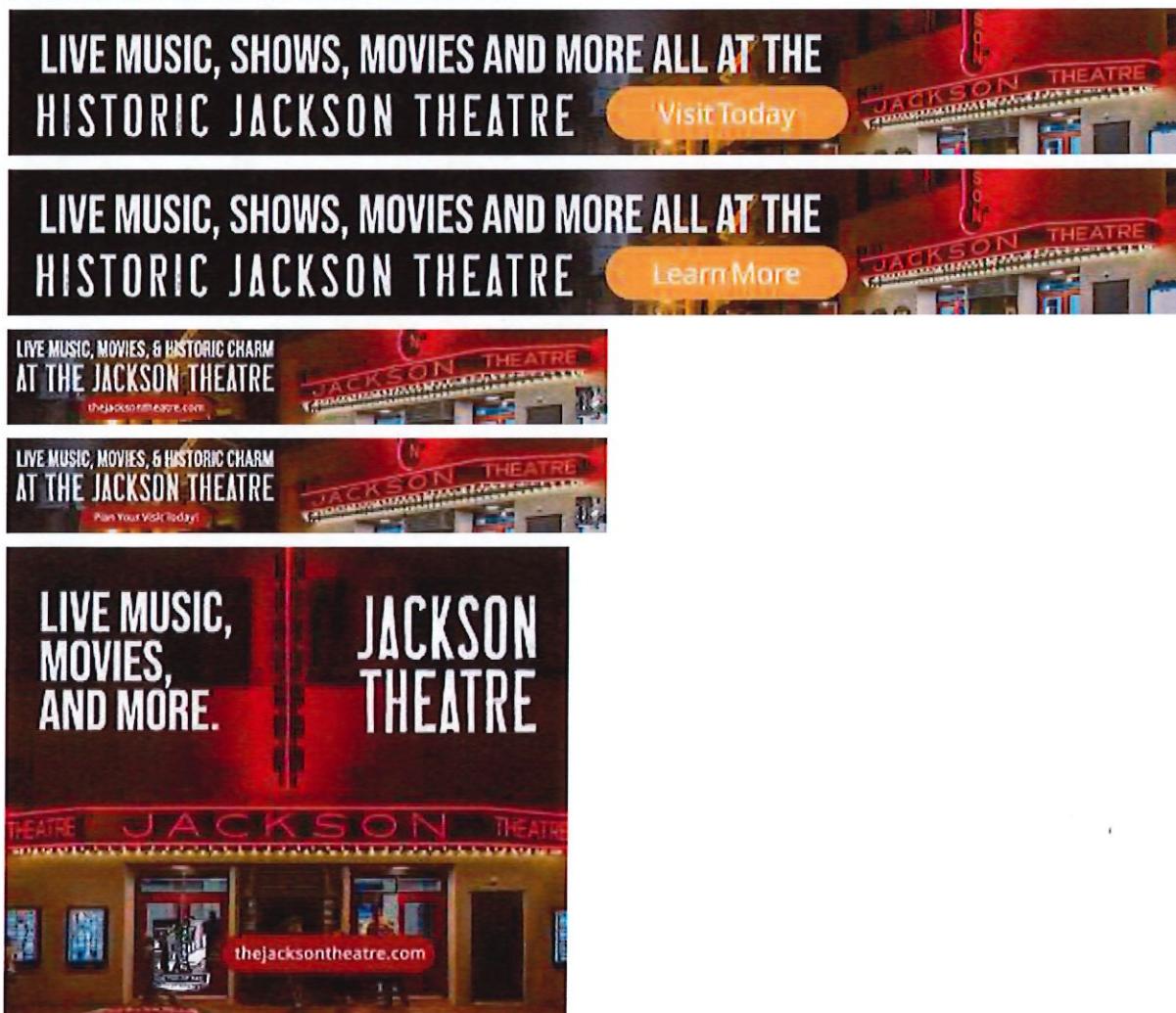
Tasks Completed & Updates

1. Events

Events

- Worked on cohesive Jonesborough 2026 events that included all departments and some outside-organization events in Jonesborough throughout the new year.
- Attended 2 JAMSA Board meetings on 1/7 & 1/21
- Began working heavily on JAMSA Chocolate Fest details
 - Organized sign-up sheets and emailed to all merchants
 - Contacted bakeries and organized treat lists for stops to choose from
 - Booked horse & carriage ride for Friday event date
 - Had 2 Chocolate Fest meetings (1/12 & 1/28)
 - Worked on Chocolate Fest programs
 - Ordered Chocolate Fest ticket bags
 - Ordered and designed Chocolate Fest tickets
 - Organized with bakery to make cakes for Chocolate Fest
- Worked closely with Nansee Williams of the Tuesday Garden Club to design and print their club yearbook
 - Had 2 meeting with her (1/9 & 1/22)
- Attended a Director's Meeting at the Visitor's Center on 1/14
- Met with Glenn to go over Christmas in Olde Jonesborough Event Series on 1/13
- Had a Christmas Recap Meeting on 1/13 to go over Christmas in Olde Jonesborough Event Series
 - Myself, Cameo Waters, Hannah Maultbay, Theresa Hammons, Chris Kudera, Jeff White, Matt Rice, Jonathan Peace, and Officer Couch were in attendance
- Had a meeting with T McLoed of McLeod Organics to go over and update the Memorial & Veterans Day Memo
- Submitted Memorial & Veterans Day Event Request Memo to the BMA for the Feburary Meeting
- Submitted the Jonesborough Days 2026 Event Request to the BMA for the Feburary Meeting
- Submitted Sound Engineer Music on the Square (MOTS) agreement to the BMA for the Feburary Meeting

- Met with Glenn, Amber Crumley, Cameo Waters, and Sam Love to go over MOTS and Brews & Tunes scheduling to eliminate conflicts in performances
- Met with Jodi Frechbur of the Storytelling Resource place to go over ways they could be more involved in downtown Jonesborough Events
- Submitted an application for a Tennessee 250 Grant to help support Jonesborough Days 2026 event this year
- Worked on new Ad sets for our campaign with Advance Travel
 - Created an ad set for St. Paddy's Day
- We're also working closely with the Jackson Theatre to have Advance Travel run an ad set for the Theatre.
 - Created an Ad set for the Jackson Theatre
- Met with Ruth Verhegge, Hannah Maultbay, and Matt Gulley to go over details for the Paws in Blue BBQ Fundraiser on Feb. 20







STEP BACK IN TIME
AT THE HISTORIC

JACKSON THEATRE

Visit Today



Highland Cows, Irish Food, and Historic Charm
IN TENNESSEE'S OLDEST TOWN JONESBOROUGH.COM



Highland Cows & Historic Charm
IN TENNESSEE'S OLDEST TOWN



JONESBOROUGH.COM

Experience Highland Cows in Tennessee's Oldest Town.

A close-up photograph of a Highland cow's head and upper body. The cow has long, shaggy, reddish-brown hair and is wearing a pink and white patterned lead rope. The background is slightly blurred, showing what appears to be a fair or event setting.

JONESBOROUGH
TENNESSEE
EST. 1791

Celebrate St.
Patrick's Day in
**TENNESSEE'S
OLDEST TOWN**

JONESBOROUGH.COM

MAIN STREET
JONESBOROUGH PRESENTS

St. Paddy's Parade

MARCH 15TH | 11:00 AM

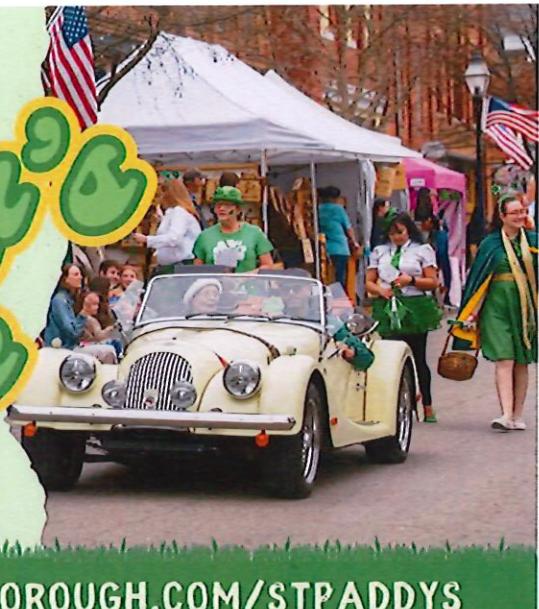
FOR MORE INFO VISIT JONESBOROUGH.COM/STPADDYS

MAIN STREET
JONESBOROUGH PRESENTS

St. Paddy's Festival

MARCH 14TH | 11:00 AM – 6:00 PM

JONESBOROUGH.COM/STPADDYS | PARADE @ 11:00 AM



MAIN STREET
JONESBOROUGH PRESENTS

St. Paddy's Cause For The Paws Brew Fun Run

MARCH 15TH | 2:00 PM

TO REGISTER VISIT JONESBOROUGH.COM/STPADDYS





Isabel Hawley-Lopez
Events Manager
isabel@jonesboroughtn.org
423-753-3128

December 2025 Monthly Report

Tasks Completed & Updates

1. Events

Events (Christmas in Olde Jonesborough)

- Continued working on Christmas in Olde Jonesborough details for upcoming events
- Worked Doggone Christmas (12/6)
- Worked Santa's Christmas Village (12/13)
- Worked Church Stroll (12/20)
- Got with Mitchell Calvin to make new updates on the Christmas Website for December Events
- Worked the Senior Center's 10th Anniversary
 - Took and edited photos for the event
- Worked the Senior Senter Tree Lighting in Lincoln Park Event
 - Took and edited photos, also livestreamed the countdown
- Booked food trucks for all Christmas in Olde Jonesborough Series (A couple backed out or had emergencies, so I found replacements in December)
- Created Christmas in Olde Jonesborough Event graphics in different sizes for different Marketing materials (posters, FB page covers for each event, website square, and event program)
- Meet with Santa each Saturday to make sure he was good to go in his sleigh
- Talked with Santa Mart Volunteers for Santa's Christmas Village and got them set up for the event (Thank you, Andrew Johnson Bank!)
- Decorated, with the help of Events Coordinator Ella Brown, the Visitor's Center community room and auditorium for Santa's Christmas Village on 12/13
- After Santa's Christmas Village was over, we cleaned up the Visitor's Center
- Hannah Maultbay and I livestreamed the Parade from 2 different phones on 2 different social media pages
 - Across both pages, we had around ~200 people watching the livestream
- Met with Police Department (Matt Rice, Nora Davis, Jonathan Peace, and others), Chris Kudera, Michelle Stewert, Sheri Wright, Paul Harris, and Hannah Maultbay for Parade recap meeting on Monday after the Parade (12/15)
- Created a MOTS fundraiser certificate for the Jackson Theatre to auction off at their Marquee Ball
- Organized all volunteers for Santa's Christmas Village

- We had over 100 Volunteers this day
- Talked with Sam Love about the date of the Music on the Square Fundraiser so he could book talent for that event.
- Ordered 5,000 Easter Eggs for our Easter Eggstravaganza Event (I got an excellent deal on these since I ordered so early and found coupons online. Saved over \$500 compared to the previous couple of years.)
 - I shared this deal with Parks & Rec. Director, Chris Kudera, so he could order Eggs for the Sensory Event in Lincoln Park
- Booked Jessica Sanders from the Photo Waggin' to do free dog photos for all attendees at Doggone Christmas
- Booked Will from Silly Willy Caricatures to do free dog Caricatures for attendees. This was so popular, we had to book him an extra hour on the spot
- Worked with Appalachian Highlands Humane Society for Doggone Christmas
 - They provided a dog-friendly Santa
 - Provided free photos with Santa that were later emailed to attendees
 - They also collected donations and recorded entries for the Raffle Basket
- Worked with Sticky Paws Bakery to create natural & locally made Dog Treats for merchants' treat stops during Doggone Christmas
- Organized all merchant treat stops for Doggone Christmas
- Took treats and programs out to all merchants before the event
- I worked with Hannah, our marketing manager, on a content calendar for Christmas in Olde Jonesborough & what posts were needed for each event in December
- Sent Hannah all details for Press Releases to be sent out each week for December Events
- Made a couple more trips to Dollar Tree to get stuff for Santa Mart (including on the Day-of, as it was getting really low)
 - We ended up selling around ~1,900 items
- Organized volunteers for Santa's Christmas Village (12/13)
- Organized Titleholders (Miss Historic Jonesborough & Teen and Miss State of Franklin & Teen) volunteers for all Santa's Christmas Village (12/13)
- Started working on a comprehensive master list of 2026 Events in Jonesborough.
 - This list includes Town Departments and Outside Organizations (JAMSA, Jonesborough Locally Grown, etc.)
- Created and Printed Programs for Doggone & Church Stroll
- Gave all of Santa's Christmas Village information to Mitchell Calvin so he could create the Santa's Christmas Village Program
- Created Event Reviews for each Christmas in Olde Jonesborough event
 - These include ALL event details, programming, and notes for next year's events

JOIN US IN JONESBOROUGH FOR ALL OUR
Christmas Events

SANTA'S CHRISTMAS VILLAGE

DECEMBER 13, 11 AM - 3 PM

LIGHTED CHRISTMAS PARADE

DECEMBER 13, 6 PM

CHURCH STROLL

DECEMBER 20, 11 AM - 3 PM

More Events in JBO!

- MILL SPRING HOLIDAY MAKERS FAIRE 12/6, 10 AM-4 PM
- PROGRESSIVE DINNER 12/6, MULTIPLE TIME SLOTS, GET TICKETS AT JONESBOROUGH.COM/TICKETS
- POLAR EXPRESS AT THE JACKSON THEATRE 12/6 & 12/7
- STORYTIME WITH SANTA 12/7 & 12/14, MULTIPLE TIME SLOTS
- SANTA'S WORKSHOP 12/11 & 12/18, MULTIPLE TIME SLOTS
- RUDOLPH THE RED-NOSED REINDEER AT THE JACKSON THEATRE 12/13, 8 PM, FREE TO ATTEND
- WHITE CHRISTMAS SINGALONG AT THE JACKSON THEATRE 12/14, 7 PM
- VISIT THE CHRISTMAS TREES AT LINCOLN PARK, ON DISPLAY UNTIL JANUARY 3RD

JBOCHRISTMAS.COM

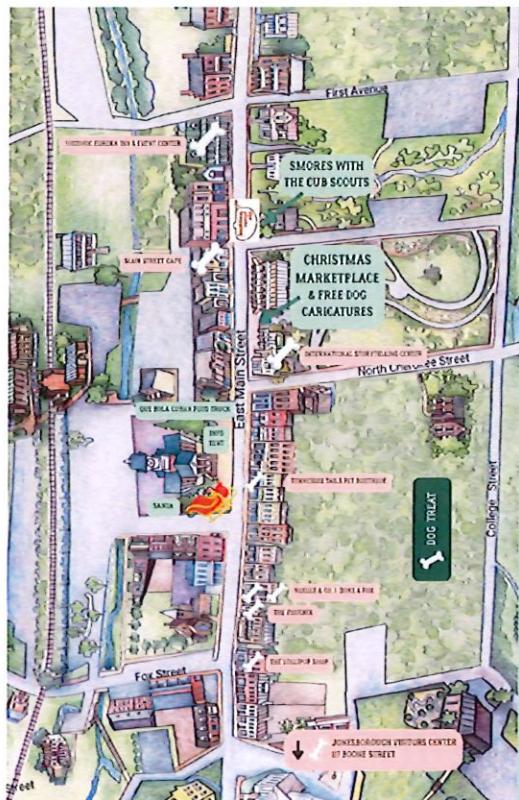
TOWN OF JONESBOROUGH PRESENTS

Doggone Christmas

SATURDAY, DECEMBER 6TH

SCAN THIS QR CODE TO
GET A LIST OF TREAT
STOPS AND DOG-
FRIENDLY ACTIVITIES

JBOCHRISTMAS.COM



Doggone Activities

COURTHOUSE

- VISIT THE APPALACHIAN HIGHLANDS HUMANE SOCIETY TENT & DROP OFF DONATIONS FOR A CHANCE TO WIN A PET RAFFLE BASKET!
- TAKE A PHOTO WITH SANTA IN HIS SLEIGH FOR PETS AND HUMANS
- VISIT THE INFORMATION BOOTH AND SIGN UP FOR THE DOGGONE COSTUME CONTEST & GRAB A DOGGY BAG TO COLLECT TREATS!
- 1 PM: THE DOGGONE COSTUME CONTEST STARTS IN FRONT OF THE COURTHOUSE STEPS
- 2 PM: TENNESSEE TAILS PET PARADE TO BEGIN DIRECTLY AFTER THE CONTEST

IN FRONT OF THE CABIN

- VISIT THE PHOTO WAGGIN' AND GET 1 FREE PROFESSIONAL CHRISTMAS-THEMED PHOTO OF YOUR DOG(S)!



STORYTELLING PLAZA

- VISIT THE CHRISTMAS MARKETPLACE AND SHOP AMONG LOCAL VENDORS FOR THE PERFECT HOLIDAY GIFTS!
- 12-2 PM: STOP BY SILLY WILLY CARICATURES AND GET A FREE CARICATURE OF YOUR DOG! DON'T HAVE YOUR DOG WITH YOU? SILLY WILLY CAN DRAW YOUR DOG FROM A PICTURE!

Treat Stops

STOP BY THE STORES BELOW AND GRAB A FREE DOG TREAT FOR YOUR FURRY FRIENDS! DON'T FORGET TO STOP BY THE INFORMATION TENT AND GRAB A DOGGY BAG TO COLLECT TREATS! YOU CAN STILL GRAB A TREAT EVEN IF YOUR DOG ISN'T WITH YOU.

- DUKE & FOX
- HISTORIC EUREKA INN & EVENT CENTER
- INTERNATIONAL STORYTELLING CENTER
- JONESBOROUGH VISITORS CENTER
- THE LOLLIPOP SHOP
- TENNESSEE TAILS
- MAIN STREET CAFE
- NOELLE & CO
- THE PHOENIX

THERE WILL BE A SIGN ON
BUSINESS DOORS SIGNIFYING
THEY ARE A TREAT STOP



DOG TREATS MADE BY
STICKY PAWS BAKERY



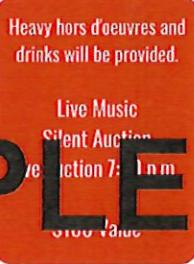
EXAMPLE

March 20, 2026

6-8 p.m.

McKinney Center

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



For more information visit jonesborough.com/mots

Monthly Report January 2026

Mitchell Calvin, Digital Media Manager

Websites

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

Senior Center

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

McKinney Center

- Monthly marketing meeting
- Creating webpages for upcoming events
- Editing current event pages to show new information
- Added upcoming events to the website and created pages for the event
- Promoting the upcoming events on the newsletter
- Edited the photo used for the poster of the 250 play
- Updated the Community play page with the 250 information

Marketing

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

This week in Jonesborough Newsletter

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

Parks and Recreation/Wetlands

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

Websites Update

- Working with the Town Administrator on website improvements to help users navigate the website better
- Updating department pages with current information
- Updated the BMA Information page to have more information for residents
- Working with the development team at Six River Media to make updates to the website on a staging site to be reviewed before publishing
- Started adding employee photos to the website

Jackson Theatre Website

- Attended the monthly meeting with the Jackson staff
- Working on troubleshooting and fixing bugs as they present themselves as we work on get the information up to date
- Promoting the upcoming events on the newsletter
- Worked on adding the Jacksons presence to the Tourism and Civic website
- Worked with the Jackson team on updating the membership buttons on the site
- Worked on the main menu to help point visitors in the right direction

Tennessee Songwriters Showcase

- Working with the songwriters who will be performing at the showcase on getting lyrics and photos
- Organizing the line up for the event
- Working with the marketing team to help promote the event

Chocolate Fest

- Updated the website with the 2026 information
- Promoted the event on the newsletter to help visitors find tickets
- Posted a blog written by the Marketing Manager helping promote Valentine's Day events

Analytics January 2026

- The Civic website had 25,935 views for the month of January
 - Town Employment had 2,030 views for the month
 - Senior Center had 1,158 views
- The Tourism website had 14,873 for the month of January
 - Chocolate Fest had 2,805 views
 - TN Songwriters had 444 views
- We mailed out 39 Visitor Guides in January

Hannah Maultbay

Marketing Manager

February 4, 2026

Monthly Report – January 2026

I started the month with a radio interview alongside Dave Light to promote upcoming events in Jonesborough. During the segment, I discussed Jeeps on Main & Jerky Fest, Tennessee Songwriters Week at the Jackson Theatre, and the 11th Annual Chocolate Fest.

I secured three television spots for Jeff Gourley to promote Jeeps on Main & Jerky Fest. Additionally, I coordinated and secured a TV spot for the McKinney Center to promote their MLK Day Art Exhibit.

Throughout the month, I attended numerous Chocolate Fest planning meetings focused on marketing strategy, promotions, and event preparation to ensure the success of this year's festival.

The Tourism Department and I met with Glenn Rosenoff to recap and evaluate Christmas in Olde Jonesborough. I also met with additional Town departments on behalf of Isabel Hawley-Lopez to further review the event and discuss feedback, successes, and areas for improvement.

Mitchell Calvert and I conducted our monthly marketing meetings with both the McKinney Center and the Jackson Theatre to discuss ongoing marketing strategies, advertising efforts, and upcoming programming.

I attended a rehearsal at the McKinney Center for the play "First and Last Town in Tennessee" to capture promotional content and assist with marketing the production.

Cameo Waters and I held my annual employee evaluation meeting. The review went well, and we discussed my performance, areas of growth, and expectations for upcoming projects and initiatives within my role.

I also attended a de-escalation training meeting with Officer Peace alongside the Visitors Center staff.

To further promote Chocolate Fest, I participated in a WJHL television interview to discuss event highlights and encourage attendance.

Additionally, I met with Ruth Verhagen, Isabel Hawley-Lopez, and Matt Gulley to plan the annual Paws in Blue Fundraiser. As part of my role, I created a press release, developed the event page, and coordinated a television spot to promote the fundraiser.

Content

I utilized my posting schedule to enhance the town's marketing efforts, including the following, all of which are listed in chronological order.

Historic Jonesborough

- Jeeps on Main/Jerky Fest Post
- Shared Main Street's post of Merchants being Guide to Tennessee's Best 2025
- Tennessee Songwriters sign up
- 11th Annual Chocolate Fest
- Jeeps on Main/Jerky Fest Post
- Boosted Ad for McKinney Center – Spring Classes
- Shared International Storytelling Center article
- Shared Momma Molasses at McKinney Center
- Shared a post of songwriters for Tennessee Songwriters Week
- Chuck Brodsky at the Jackson + Giveaway
- Chocolate Fest Reel
- Shared Storytown Season kickoff
- St. Paddy's Celebration Post
- Songwriters Post
- Chocolate Fest – Chocolate Workshop
- Shared Storytown Rescheduled
- Songwriters Week – Tickets Push
- Call out post for St. Paddy's Parade Entries
- Tennessee Songwriters Week – One Week Away
- 14 posts on stories

Main Street Jonesborough

- Shared McKinney Center Community Play
- Call out for Tennessee Songwriters
- Post of Merchants Recognized in Guide to Tennessee Best 2025
- 11th Annual Chocolate Fest
- Tickets Post for TN Songwriters Week
- St.Paddy Celebration
- Shared what's playing the Jackson Theatre
- Shared Historic Post of Tennessee Songwriters Week
- Posted Songwriters who will be performing at Tennessee Songwriters Week
- Shared important update from The Jackson Theatre – closed for weather
- Chocolatier Workshop Post

- Chocolate Fest Ice Sculptures Callout
- 10 posts on stories

Civic

- Public Notice – Sewer Line Maintenance
- BMA Meeting Info
- January Employee of the Month
- Reminder for Public Meeting
- Shared NFL Flag Football from Parks and Rec
- Town Offices closed on Monday January 19, 2026
- Road Closure Notice
- Shared The Jackson Theatre Closing
- Public Notice Solid Waste Service Update
- Town Offices Closed on Monday, January 26, 2026
- Solid Waste Service Update
- Road Closure Notice
- USAF Veteran Paul Burn Flag Ceremony
- Trash Collection Update
- Solid Waste Service Update
- Park Notice

Parks and Rec

- NFL Coed Flag Football
- Persimmon Ridge Reel
- NFL Coed Flag Football
- NFL Flag Sign Ups
- Snowy Day Persimmon Ridge Reel
- Park Notice – Basketball Hoops
- Adult Coed Kickball Sign-ups

Press Releases

- The Jonesborough Area Merchants Association presents the 2nd Annual Jeeps on Main and Jerky Fest Winter Edition on January 17
- StoryTown Radio Show Kicks Off Its 15th Season with a Gala Performance
- Jonesborough's Tenth Annual Chocolate Fest is going to be Sweet in Tennessee's Oldest Town
- Jonesborough's 11th Annual Chocolate Fest is going to be Sweet in Tennessee's Oldest Town
- Jonesborough 3rd Annual St. Paddy's Parade - Call for EntriesSongwriters
- Announced for Tennessee Songwriters Performance at the Historic Jackson Theatre
- Jonesborough Senior Center Announces 2026 Travel Opportunities for Members
- Jonesborough Senior Center to Hold Valentine's Dance

- Jonesborough's Chocolate Fest Introduces New Hands-On Chocolate Workshops
- Chuck Brodsky at The Jackson Theatre on January 24
- Warm Hearts Winter Tea Returns to Historic Eureka Inn
- Jonesborough Paws in Blue to host 5th Annual BBQ Fundraiser

Marketing Analytics

Historic Jonesborough – Facebook

Views

398.4K

Viewers

165.1K

Historic Jonesborough – Instagram

Content interactions

2K

57.8%

Main Street Jonesborough

Views: 223.3K

Viewers: 67.9K

Content: 2.4K

New Followers: 144

Visitors Center January Report – February 4, 2026

For January, the gift shop's revenue ended up at \$1,580.20. Like the trend of the past few months, this was the 3rd highest grossing January of the past twenty fiscal years. Our numbers for FY2025-26 have far and away surpassed the same period in 24-25, which were affected by the cancellation of the Storytelling Festival. It's on par with FY23-24, in which we did have the Festival, so it seems things have recovered on our end. We've gotten our new jams, jellies, and canned goods vendor in stock now; we have started dealing with Das Jam Haus out of Limestone. Our previous vendor was Tennessee's Best from Knoxville; when we started carrying them, we had some exclusivity in our area with them. You can now buy their brand in every Food City in the area so I decided to find a new supplier to maintain the feeling of buying something you can't find anywhere else.

January was mediocre with regards to rental revenue, with \$1505.00 deposited. That's below average, but the average is influenced by peaks and valleys. There's no rhyme or reason to whether January is decent or not, but the way I look at it is that the only thing it costs us is our workers' time and indeterminate amounts of water and electricity. Using just the after hours rentals (meaning times we're open when we would otherwise be closed and no hosts would need to be paid), it's a profit margin of around 300%. Considering that doesn't include rentals while we're open, rentals are basically passive income for us.

The only event to speak of in January was the 2nd Jeeps on Main & Jerkyfest that was put on by JAMSA. Our department didn't really have anything to do with it, but I did enter their tickets into the system to be sold. We're preparing for Chocolate Fest, which the Tourism department has a heavy hand in. The Visitors Center is going to be a chocolate stop again, as well as being the ticket

pick-up station. We already have our Valentine display up, but we'll have a fun surprise during the actual event. The Visitors Center holds strong.

Sincerely,

Matt Gulley, Visitors Center Manager



TOWN OF JONESBOROUGH

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Street Department

Monthly Report

January 2026

January has been a very cold month in the Town of Jonesborough. The team was able to get quite a bit accomplished on the new building with the help of many we were able to get the plumbing roughed in, the sheetrock is at about 90 percent completed, the HVAC system is up and running. We're moving forward quickly on this project the next couple of steps will be the painting and the flooring will go down in the next couple of weeks, and we will install the plumbing fixtures. We learned that we can fit six of our seven plow trucks inside the building in preparation for winter storms and this is huge because it allows us to get out on the street quicker where we don't have to clear snow or ice off the trucks before loading and hitting the road.

The team has also been able on the few days that were above freezing to do quite a few asphalt repairs throughout town with the addition of our hot box this makes this much more doable at this time of year. We have put down over ten tons of asphalt this month on multiple projects.

The team undertook the project of repainting all of the signage in the historic district where the backs of all the signs are to be black we still had quite a bit that were painted brown from many years ago and the majority just needed to be touched up due to fading I think this project has improved the curb appeal of the area. We will continue to review our signage throughout the town and keep it at the highest level possible.

On the weekend of January 24th and 25th we had a large winter storm forecasted to hit our area followed by a cold snap the following week. We were able to dodge the storm for the most part over the weekend having the temperature rise in the 40's on Sunday kept it all rain for the town but in the



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early hours of Monday morning the roads began freezing so the team was called in at 2:30AM on the 26th and we went into a salting operation for all the town streets as the temperature dropped through the morning the roads and parking lots got worse and worse but for the hard work and dedication the guys were able to get everything under control by around noon. The rest of the afternoon we were able to hit very few spots that needed attention and we were able to head home at our scheduled four o'clock. The entire crew did an outstanding job during this event where I believe these ice events can be the worst of the winter events.

Director of Streets

Steve Prisament

Utilities January 2026 Monthly Report

From: Utility Manager, Kevin Brobeck

To: Jonesborough Board of Mayor and Aldermen

Utilities had a productive month for January. Most of the month had favorable weather conditions, allowing staff to complete critical infrastructure work including leak repairs, new taps, maintenance repairs, and flushing projects in a timely manner. On January 23rd, in anticipation of forecasted inclement weather and following Gov. Bill Lee's declaration of a State of Emergency, Utility crews were placed on an emergency schedule to ensure continued service readiness.

OpenGov is on schedule with Cartograph projected to go live in March of 2026. Weekly status updates and Q&A sessions are ongoing. Departments will begin conducting training in preparation for live production. Once implemented, Cartograph will give Utilities the asset management tools to implement more preventative maintenance measures as well as a more detailed account of assets within the water system.

The Water Quality Department continued to support utility operations by performing various tasks and customer service requests while ensuring accurate water usage measurement and billing support throughout the month of January.

Key Activities and Accomplishments for the Month Included:

- Performing meter readings for Billing Cycles 1-4, totaling 13,921 meters. This ensures and maintains accurate usage records for billing support.
- Cutoff lists for customers were worked due to non-payment. This included 86 customers, with 55 accounts brought current.
- A total of 32 new taps were entered into Local Gov (LGC).
- Meter rechecks were performed in multiple areas, totaling 42. Rechecks are performed due to leak alerts, high usage concerns, various customer requests, and to assist with locating and marking meters for improved visibility.
- Staff responded to a high volume of customer inquiries relating to leaks, high bill/water usage, service availability, and meter concerns. The total number of customer concerns for the month was 267.
- Cross Connection completed maintenance on 21 meters, including meter replacements and repairs to boxes/lids, risers, backflow nuts, and meter heads. The technician also worked on SCADA maintenance by changing batteries, troubleshooting communication issues, and verifying proper system functionality. In addition, Cross Connection staff contacted customers regarding backflow reports and prepared documentation for upcoming backflow testing.
- The Valve Maintenance Specialist flushed 139 locations across multiple areas, conducted pressure and flow testing at numerous locations, assisted Distribution with leaks, supported Water Quality and GIS, completed customer-requested work orders, and

assisted inspectors. Water quality samples were also collected following leaks or extended outages to test chlorine levels, pH, and alkalinity.

Water Distribution crews had a highly productive month. Staff focused on system reliability and infrastructure improvements throughout the month addressing leaks, installing new taps and meters, completing valve/pipe work, and supporting other departments, while remaining on an emergency schedule during severe weather conditions starting 01/23/26.

Key Activities and Accomplishments for the Month Include:

- Repaired a total of 30 main line and service line leaks, including several service lateral replacements.
- Installed a total of 30 new taps and replaced 5 meter boxes.
- Relocated a hydrant at the intersection of Headtown Road and East Main Street in preparation for planned road widening.
- Responded to low-pressure calls, completed pressure/flow tests, and communicated findings with customers.
- Significant water line installation has been ongoing on Armentrout Rd. Crews have installed around 1200ft of 6in ductile iron pipe.
- Completed valve installations, including new valves, tees, and blow-offs to improve system isolation.
- Located buried valves at the intersection of Sam Aiken Rd and Bowmantown Rd.
- Facility cleanups were performed to make room for trucks and equipment storage during the winter weather.

The Water Treatment Plant (WTP) operated normally throughout January and remained in full compliance with all State and Federal regulatory requirements. Plant staff completed key maintenance and system improvement activities that included sediment removal, ordering critical replacement components to improve redundancy, and advancing upgrades to pump monitoring and automation. On 01/23/26, operations were proactively adjusted ahead of severe weather to maintain reservoir levels, and emergency procedures were implemented as needed. A brief power-related interruption was resolved quickly with no service impacts. Overall, plant operations remained stable during cold weather conditions.

Key Activities and Accomplishments for the Month Include:

- Monthly Operations Reports (MOR) were completed and submitted on January 5, 2026. This report is a compliance document that outlines water quality, production, chemical usage, and operational details for the previous month. The report shows that all safe drinking water standards were met.
- Routine water quality monitoring including Bacteriological, TOC/DOC, and fluoride sampling all confirmed the continued delivery of safe drinking water. We are required to collect a total of 40 Bacteriological samples per month. The first round of Bacteriological samples was collected the week of 01/05/26 and the second round collected the week of 01/20/26. All 40 samples that were tested came back negative for bacteria. This sampling is done to check for the presence of bacteria, which can indicate contamination and the potential presence of harmful pathogens in the water.

- Monthly samples for the Total Organic Carbon (TOC) and Dissolved Organic Carbon (DOC) were also collected and sent to Waypoint Analytical. The results for this month were well below maximum mandated levels. Monthly fluoride samples from Distribution were taken and submitted to Waypoint Analytical for analysis as well. Fluoride is added to help prevent tooth decay by strengthening tooth enamel which makes teeth more resistant to cavities. The Environmental Protection Agency (EPA) requires that fluoride levels in water do not exceed 2.0 parts per million. The test results for January resulted in a fluoride residual of 0.35 parts per million.
- Multiple maintenance activities were performed the week of 01/12/26 and 01/19/26.
 - The new generator for the WTP was delivered the week of 01/19/26.
 - Demolition of the old WTP has been completed.
 - Fence repairs at the Persimmon Ridge tank were performed on 01/14/26.
 - An industrial Vacuum Truck was used to remove accumulated sediment from the flocculation basin.
 - Valves for the large sediment basin were ordered. The large sediment basin has a total of 12 mud valves. These valves isolate and drain one half of the basin for cleaning, inspection, and repairs. Currently only 2 out of the 12 valves are operational. These valves are critical to proper maintenance of the basin. If the valves do not function properly, we are unable to isolate only one half of the basin at a time, resulting in the need to drain the entire basin. If the large basin is drained completely, this will cut the Water Treatment Plant's ability to produce drinking water in half. It is also very crucial for the mud valves to seal properly. If these valves do not seal completely, water will constantly leak through the valves and into the lagoons.
 - A new Decant (lagoon) pump has been ordered to replace a pump that has been out of service for an extended period. The Decant Pump Station is designed to operate with one pump in service and one in reserve; however, the reserve pump is currently out of service, leaving only one operational pump. Water and sediment are collected in the lagoons, allowing solids to settle before the clarified water is decanted and returned for re-treatment. Failure of the remaining pump could result in lagoon overflow and flooding of the surrounding property.
 - Wireless radios and controls were ordered to allow Decant Pumps to be operated and monitored from the control room. We currently operate the Decant Pumps by throwing on the breaker in the WTP electrical room and maintaining the lagoon levels by driving to the south end of the property to visually check levels. This upgrade will improve operational efficiency by enabling remote pump operations, automated level control, real-time monitoring, fault alerts, and the ability to alternate pumps as needed, while maintaining manual operation capability.

Utilities Maintenance Department provided critical electrical, mechanical, and facility support across multiple systems. Major accomplishments for the month include generator installations and commissioning at booster pump stations and the Water Treatment Plant, electrical room upgrades, conduit installation, and coordination with contractors to restore and improve telemetry and communication systems. As a precaution during extreme weather conditions, backup generators were ordered, delivered and deployed at key facilities to ensure uninterrupted service on January 23rd. Maintenance staff also supported operations by covering shifts and assisting with emergency readiness efforts.

Key Activities and Accomplishments for the Month Included:

- Assisting the Water Treatment Plant with the removal of a damaged submersible pump at the lagoon pump station. Staff delivered the pump to Valley Equipment for an inspection. Valley Equipment determined the pump was beyond repair and a new pump was ordered with an estimated 4-5 week lead time.
- Replaced a damaged High Tide telemetry unit at the Charlie Hicks Booster Pump Station.
- Developed and reviewed quotes for capital budget proposals.
- Coordinated with Wastewater by pouring the concrete pad for the Water Plant generator.
- Completed testing and commissioning of the Woodlawn Booster Pump Station generator.
- Installed conduit wall penetrations at the Water Plant for the generator automatic transfer switch, including coring wall openings, fabricating rigid conduit unions, and mounting electrical enclosures.
- Coordinated with an electrical contractor at Hwy 81 Booster Pump Station to tie in communication conduit for internet service and assist with energizing electrical service.
- Completed testing and commissioning of the Hwy 81 Booster Pump Station; full operation pending completion after telemetry wiring and Comcast internet installation.
- Installed conduit inside the Water Plant electrical room between the new electrical enclosure and main switchgear.
- Secured, received, and installed three rental generators at the Water Pant, Raw Water Intake, and Booster Station as a precaution ahead of severe weather.
- Provided operator coverage during the weekend to support continuous operations ahead of severe weather.

GIS/GPS operations continued capital improvement coordination, asset mapping, and inspection activities throughout January, supporting booster pump station upgrades, waterline projects, and system documentation through GPS and GIS mapping.

Key Activities and Accomplishments for the Month Included:

- Diligently working on troubleshooting GPS accuracy issues after a manufacture firmware update for our GNSS (Global Navigation Satellite System) receiver was installed. With permission from Jon Brandt, the GIS Coordinator at Johnson City Water and Sewer, we were able to improve GIS and GPS asset accuracy by establishing a connection to the Johnson City Water Departments RTK base station to help provide more accurate satellite corrections. This helped provide sub-foot accuracy for water system asset mapping across multiple project areas.

- Completed GPS and ArcGIS Online (AGOL) data collection for existing and new waterline assets, including isolation valves and fire hydrants, along Highway 81 North, Hairetown Road, Buncomb Hill Road, Meadowlark Drive, and surrounding areas.
- Throughout the month of January, the GIS/GPS Department worked closely with our electrical/maintenance department and with external contractors for the start-up and commissioning of the Hwy 81 N Booster Pump Station (BPS).
 - Completed startup testing and commissioning of the Highway 81 North Booster Pump Station, including electrical system verification, pump setpoint testing, and pressure and flow validation throughout the service area.
 - Accepted delivery and completed installation of the 80-kW backup generator at the Highway 81 North Booster Pump Station to enhance system reliability and emergency preparedness.
 - Full operation pending completion after telemetry wiring and Comcast internet installation.
- Advanced the Charlie Hicks and Bumpus Cove Booster Pump Station replacement project by working closely with external contractors through excavation, removal of existing infrastructure, and installation/testing of tapping sleeves and valve assemblies on 8-inch waterlines.
 - We are currently waiting on the delivery of the packaged pump stations for both facilities, which is tentatively scheduled for the week of 02/09/26.

Wastewater had a productive month in January. Staff maintained stable and compliant operations while completing routine maintenance, responding to system issues, and advancing capital improvement projects. Staff focused on preventative maintenance of pump stations and collection system assets, timely response to service needs, and coordination of repairs identified through inspections and monitoring. Operations were impacted at times by significant rainfall and isolated system obstructions, requiring additional staffing and response efforts; however, all treatment and collection activities remained within permit requirements. Ongoing communication, emergency preparedness, and coordination with contractors supported continued system reliability and service to customers.

Key Activities and Accomplishments for the Month Included:

- Pulled, cleaned, and serviced pumps at multiple locations, including EBM Pabst and Bushhog Station, and conducted routine inspections of all pump stations.
- Serviced multiple septic tanks and replaced or repaired STEP units, including a full STEP unit installation for a new home on Ben Gamble Road and repairs on Old State Route 34 and Miller Drive.
- Located, excavated, and brought to grade buried infrastructure, including manholes and sewer taps, and performed sewer cleanout maintenance to address blockages.
- Conducted camera inspections of sewer laterals and mainlines, identifying and addressing minor issues and preparing segments for future CIPP lining.
- Completed a mainline sewer extension along and across Chucks Alley to provide service for the Chapman's Reserve subdivision and began a sewer extension on Shell Road to serve a newly annexed property.

- Supported contracted capital improvement projects, including ongoing CIPP lining along E. Main Street, Holmes Drive, and Timber Ridge (approximately 70% complete) and gravity sewer installation near N. 3rd Avenue and Locust Drive (approximately 10% complete).
- Responded to multiple high-level alarms and equipment issues, including float repairs, SCADA battery replacements, and chemical feed line repairs to ensure reliable alarm and control system functionality.
- Managed a significant operational event at the WWTP involving a large fatberg—a solid mass of grease, wipes, plastics, and other non-flushable materials—which obstructed clarifier splitter boxes, requiring them to be manually pumped to clear the obstruction over the course of several days. This event did not result in any permit violations.
- Conducted pretreatment and compliance sampling and coordinated 2026 laboratory sampling services with APC and Pace Analytical.
- Performed required 811 locates, supported interdepartmental coordination, began Annual Title VI training, and maintained an emergency cold-weather schedule starting 01/23/26.

Our Purchasing Clerk played a key role in supporting Utilities operations through coordinated purchasing activities, purchase order processing, inventory management, and timely material procurement to support both capital projects and daily operational needs. These efforts supported efficient stock management, cost control, and operational readiness while also strengthening emergency preparedness.

Key Activities and Accomplishments for the Month Included:

- Received and processed bid tabulations and purchase orders for the Armentrout Road and M. Kyker projects
- Coordinated with vendors to place orders and ensure timely delivery of all required materials
- Ordered and received project materials, including 2-inch meters and jumbo meter boxes
- Obtained pricing for rollback dumpster and pickup services
- Ordered janitorial supplies for multiple departments
- Monitored inventory levels and secured additional materials ahead of forecasted winter weather
- Prepared requisitions for additional meter boxes, lids, and operational supplies
- Completed routine bill coding and purchasing documentation
- Maintained cold-weather standby status during the final week of the month

In closing, the Utilities Department remains firmly committed to accountability, operational excellence, and responsible stewardship of the Town's infrastructure. Through coordinated efforts across all divisions, staff continued to make measurable progress while maintaining a high level of preparedness to address both routine demands and unforeseen events. This unified, department-wide approach ensures the consistent delivery of safe, reliable utility services to our customers and supports community growth while responsibly managing the Town's utility assets now and into the future.

Town of Jonesborough
Water Quality Department
Monthly Report
JANUARY 2026

<u>Meters Read:</u>	<u>Meters Cut On/CBOP</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
13,921	132	123	42

<u>Meter Maintenance:</u>	<u>Non-Payment:</u>	<u>Customer Inquiries:</u>
Meters Marked - 23	86	267
Meters Serviced- 21		

Locations Entered in Harmony- 32

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Reports & Spreadsheets:</u>
139	12	955

<u>Valve Maintenance:</u>	<u>Dispatch & Service Calls:</u>	<u>Water Line Locates:</u>
Valves exercised- 160	608	28

Total Actions Taken: 16,549



TOWN OF JONESBOROUGH

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January 2026 Monthly Report GIS/GPS & Inspections

Week of 1/5/2025:

GPS Survey & ArcGIS Online (AGOL) Mapping for Critical Areas: Troubleshooting GPS accuracy issues after a manufacture firmware update. Received instruction from the manufacturer (Emlid) to correct settings within the global navigation satellite system (GNSS) receiver (Rover.) Recorded GPS measurements/shots on the existing assets i.e. waterline isolation valves on the existing 2-inch PVC waterline and new 6-inch ductile iron pipeline (DIP) located along Taylor Bridge Rd. Accuracy levels did not match EagleView mosaic data. Received permission from Jon Brandt, the water & sewer GIS Coordinator with the Johnson City Water Dept., to access and connect to their permanent RTK base station for satellite corrections to improve accuracy levels for GPS asset management measurements.

Hwy 81 North Booster Pump Station (BPS): No planned construction activities for this project.

Charlie Hicks & Bumpus Cove Booster Pump Station (BPS) Replacements: GRC mobilized two pipe crews on site at the Charlie Hicks BPS site. GRC completed excavation and demolition/removal of the existing 16-inch steel casing from the existing 8-inch waterline on the suction side. Excavation of the existing 8-inch waterline was completed on the discharge side on Charlie Hicks Rd. Both 8-inch waterlines; suction and discharge sides, were cleaned and prepped for installation of tapping sleeve and valve assemblies scheduled for the week of 1/12/2025.



TOWN OF JONESBOROUGH

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Week of 1/12/2026

GPS Survey & ArcGIS Online (AGOL) Mapping for Critical Areas: Meeting with Chris Pape the Washington County GIS Planning & Analyst to set up connection to Johnson Cities RTK base station to provide more accurate satellite corrections for GPS sub-foot level accuracy for existing & new asset collection. Testing accuracy level for the new connection to Johnson Cities RTK base station with the GPS rover receiver – Took shots on the existing 6-inch & 8-inch isolation and fire hydrant (FH) valves on the existing 6-inch PVC & 8-inch ductile iron pipe (DIP) waterlines at the intersections of Hwy 81 North & Jay Armentrout Rd and Hwy 81 North & Fairview Circle.

Hwy 81 N Booster Pump Station (BPS): Met with Traxon, Innovative Control Systems electrician Mike Rutherford and Kellen Chaffee the Town of Jonesborough Electrical Service & Maintenance Manager to go over procedures for next weeks start up & commissioning of the BPS.

Charlie Hicks & Bumpus Cove Booster Pump Station (BPS) Replacements: GRC Inc's subcontractor Consolidated Pipe Supply mobilized two technicians on site at the Charlie Hicks facility and completed installation and testing of two 8" x 6" tapping sleeve and valve assemblies on the existing 8-inch waterlines suction and discharge sides. GRC Inc provided one pipe crew for excavation and backfill services and maintenance of traffic (MOT).

Week of 1/19/2026

GPS Survey & ArcGIS Online (AGOL) Mapping for Critical Areas: Testing GPS accuracy levels on the existing water isolation valves and fire hydrant (FH) shutoff valves on the existing 4-inch PVC and 6-inch ductile iron pipe (DIP) waterlines at Tortoise Way & Hairetown Rd and at Saylor's Ridge & Hairetown Rd.



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Charlie Hicks (CH) & Bumpus Cove (BC) BPS Replacements: No construction activities planned. GRC is waiting on delivery of the packaged pump stations for both facilities tentatively scheduled for the week of February 9th.

Hwy 81 N BPS: The Clay-Greene technician John Carpenter arrived on site Tues (1/20) and Wed (1/21) to complete startup testing & commissioning of the new packaged pump station. Innovative Control Systems electrician Mike Rutherford and Kellen Chaffee were on site to monitor and test the electrical systems. The primary and secondary water pump setpoints were tested using the fire hydrant as a throttling valve to achieve the correct psi pressure to activate the individual pumps. Pressures were monitored downstream from the BPS to verify correct flow in psi was achieved all the way to the end of the service area. The BPS will be put into service once Comcast installs the communication service cable for telemetry control of the facility; this service is tentatively scheduled to be installed the week of February 16th.

Week of 1/26/2026

GPS Survey & ArcGIS Online (AGOL) Mapping for Critical Areas: GPS measurements (shots) taken on the existing water isolation valves & FH shutoff valves on the existing 6-inch PVC waterline and 8-inch AC (asbestos concrete) waterlines at Buncomb Hill Rd & Greenwood RD and Buncomb Hill Rd & Cherokee Rd. GPS measurements (shots) taken on the existing water isolation valves & FH shutoff valves on the existing 6-inch PVC waterline at Meadowlark Dr & Hairetown RD.

Hwy 81 N BPS: Traxon accepted delivery of the Cummins 80kW backup generator on Wednesday 1/28. Traxon had their crane subcontractor on site to lift and set the generator onto the concrete pad. Kellen Chaffee the Town of Jonesborough Electrical Service & Maintenance Manager, was on site to assist with generator installation.

Charlie Hicks & Bumpus Cove BPS Replacements: No construction activities planned. GRC is waiting on delivery of the packaged pump stations for both facilities tentatively scheduled for the week of February 9th.



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FAX (423) 753-1074

Monthly Report January 2026

Water Distribution

Complaints 1 2- Total Complaints Last Month

Taps Installed -30 5 - Total Taps Last Month

Tennessee One Call - 360 - Total Last Month

This Month there were 361 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board.

Water Leaks Total-30 28 - Total Last Month

Down Meters Installed Total - 0 0 - Last Month

Meter Box Replaced Total - 5 10 - Total Last Month

Paving Locations - 0 - Total Last Month

Yard Work Clean Total - 0- Total Last Month

1. Yards to sow (125 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement.

For the month of January Town Crew

The Town Crew have concentrated their efforts on repairing all leaks that have come in and concentrated on keeping the incoming calls kept up and the taps completed in a timely manner. They have also started Armentrout rd. in which they have made the 12x6 tap installed a fire hydrant have laid roughly 1200 feet of 6" ductile iron pipe. Water had been put on the first 800 foot section and is baking. Samples will be taken weather permitting

Upcoming Line Extensions Town Crew

Armentrout Rd 1600 ft 6" DI In Progress

Upcoming Line Extensions County Crew

- Hartsell Rd- 4500 Feet 6" DI In Progress
- Rocky Hollow Rd 800 LF Left to install.
- M. Kyker Rd
- Adams and Corby Rd.

For the month of January County Construction Crew

For the month of January, the county crew has laid approximately 700 feet of 6" ductile iron installed 2 3/4 taps a 2" blow off a 6x6 tee and a 6" 90 degree bend. 200 plus feet of this job this month has been solid rock from top to bottom. We have crossed the rd 2 time and cold patched both cuts.



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Wastewater – January 2026

Monthly System Operations Summary

Date: January 27, 2026

Customer Calls:

Total: 11 Resolved: 11

TN811: Taken: 251 Required Action: 121

Sewer Taps:

New: 1 Completed: 1 Pending: 3 Pending Contracted: *

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

Projects Completed:

1. Sewer Extension@ Chucks Alley for Chapman's Reserve

Projects Underway:

1. CIPP – E. Main – Boone Street to Timber Ridge
2. A Station Project – 3rd to A Station

System Maintenance:

Line Cleaning: 200' Line Inspections: 50' System Repairs: 2
Station Repairs: 6 Station Cleaning: 3 STEP Unit Repairs: 3

Overflows/Releases/Bypasses:

NONE

Town of Jonesborough
Environmental Services
Department Monthly Report

January 1, 2026
thru
January 31, 2026

Wastewater Plant: The WWTP is operating well. The Diesel Redundancy Pump operated in January. In January, 10 days had precipitation, totaling 3.58 inches. The need for further I&I work is still apparent. The previous year's data indicates a daily inflow rate of 32%. In January, this rate was 26%, equating to an average of nearly 159,000 gallons per day.

Wastewater Plant Compliance – January 2026

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	8mg/l – 42lb/d	21mg/l – 167lb/d	N
CBOD Weekly	11mg/l – 62lb/d	25mg/l – 208lb/d	N
CBOD Daily	15mg/l – 95%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	0.5mg/l – 2.4lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	0.7 mg/l – 3.2lb/d	12mg/l – 100lb/d	N
Ammonia Day.	1.2 mg/l	16mg/l	N
TSS Monthly	7mg/l – 35lb/d	30mg/l – 250lb/d	N
TSS Weekly	12mg/l – 64lb/d	40mg/l – 304lb/d	N
TSS Daily	16mg/l – 93%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	4/100ml	126/100ml	N
E. coli Daily	151/100ml	198/100ml	N
Chlorine	0.96 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	8.9 mg/l	6.0mg/l Minimum	N
pH	7.3su/7.7su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 1/22/26

Sewer Construction/Collection System: Numerous pump station repairs, taps, repairs, and pump station cleanings were completed in January. CIPP is ongoing along E. Main St from Boone St. to Timber Ridge Rd.

Industrial Pretreatment: All industries are currently in compliance with their industrial pretreatment permits. Local Limits revisions are ongoing. Sampling was conducted at WWTP and Sungwoo this month. APC sampling is being setup through Pace Analytical.

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

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

Coborn O. Rasinick
Director of Environmental Services

Work Orders By Type

09/01/2017 to 01/27/2026 as of 1/27/2026
...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	122
WW-Construction Work	9
Total Work Orders:	131

Work Orders By Type

01/01/2026 to 01/27/2026 as of 1/27/2026
...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	207
WW-Corrective	2
Total Work Orders:	209

	Current Month	Previous Month	% Change
Work Orders Generated	283	292	-3%
Percentage of Completion	73%	79%	-6%
Work Orders Completed	209	242	-14%

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

Jonesborough Water Treatment Facility

Monthly Report

January 2026

As of January 26th 2026, the total amount of water processed was 69 million gallons, with a daily average of 2.74 million, a maximum of 2.92 million, and a minimum of 2.55 million.

This month, Monthly Bac T samples were finished and all samples tested negative. The plant operated within all established parameters. All in-house laboratory test results, as well as all external laboratory test results, were well within the appropriate standards and regulations.

The Monthly Operations Report (MOR) was completed and turned into TDEC (State). New mud valves were ordered for the large sedimentation basin. Most of the current valves are broken and need replacement. We ordered a new decant pump (lagoon pump) to replace the spare pump that is broken. Wireless radios were ordered to allow decant pumps to be controlled from the WTP control room as well as giving level indications of lagoon levels. All orders have been placed and we are awaiting delivery. Demolition of the Old Water Treatment Plant has been completed, and Judy Construction has begun excavating for the foundation of the New Water Treatment Plant. Repairs to fencing at Persimmon Tank site have been completed. The fence was damaged by a fallen tree. The flocculation basin was hydro-excavated with a VAC truck to remove silt and sand build up. I attended a Teams meeting with TDEC to discuss an upcoming and mandatory program requiring education and testing of Lead and Copper in all schools and daycares within the Town of Jonesborough. This is a new mandatory statewide and state-required program that will begin in 2028.

If you have any questions, please do not hesitate to contact me at: 423-791-3837

Seth Van Wyck
Director of Water Treatment

Utilities Maintenance Dept.

Month of January 2026

1. Set Automatic Transfer switch at Water Plant
2. Cored holes through wall for conduit at Water Plant
3. Installed conduit and enclosure from ATS to main gear at Water Plant
4. Created wire order list for quote
5. Completed testing and commissioning at new Hwy 81 BPS (waiting on electrical contractor to complete conduit and wire for telemetry and Comcast to install internet before station is brought online)
6. Working on building and installing temporary lagoon controls at Water Plant
7. Poured and finished concrete for generator at Water Plant
8. Completed testing and commissioning of generator at Woodlawn BPS
9. Set generator at Water Plant
10. Received and set up rental generators in anticipation of power outage due to adverse weather conditions from Friday 23rd on.

MKC January 2026 Monthly Reports

January 2026 Monthly Report, Anne G'Fellers-Mason Program Manager

StoryTown Radio Show/StoryTown Initiative

The Radio Show kicks off its 15th season on January 26th with a special, greatest hits edition. We'll be sharing some of our favorite stories from the past years and have several cast members coming back who were a part of the show originally. The show is almost sold out with 108 tickets sold as of this report. Radio Show season passes are on sale, and we have sold/reserved 46 so far. We have also secured \$3,500 in donations/sponsorships for the 2026 season, with a goal of \$4,000.

- 1) I submitted a grant to the Tennessee Arts Commission for an Arts for All grant. After talking with the Commission, we decided that was the best fit for the Radio Show since Arts Access is no longer available.
- 2) The February 23rd Radio Show will be at the Visitors Center.

Story Collecting/Story Brigade

In 2026, Listening Days will be held at the Jonesborough Senior Center on March 19 (9:00 am – 12:00 pm), June 11 (5:30 pm – 7:30 pm), August 13 (5:30 pm – 7:30 pm), and November 12 (9:00 am – 12:00 pm). You do not have to be a member of the Senior Center to participate in Listening Days. We are working to secure listening sessions in other locations, like the Johnson City Public Library and the Fischman Gallery.

250th Community Play

We received a grant of \$19,250 from the State Museum to do this play, and the money has been deposited. Publicity is rolling out, including posters, media interviews, billboards, ads in papers, social media, promo video, etc. We are routinely in touch with the Marketing Team about the play. Tickets are on sale, and we have sold 69 so far. I am actively looking for additional sponsorships for the play to help cover any expenses the grant does not. As of now, we have secured \$2,145 in additional sponsorships. The grant will especially help us offer a Pay What You Can performance of this play so that everyone gets a chance to see it. We have 30 people in the play ranging from 7 years old to people in their 80s.

America's 250th

After meeting with Amber, we have selected the following dates for the Jackson Theatre performances. Another meeting to discuss budget and more details is pending. These programs will focus on local history.

May 2nd from 7:00-8:30

May 8th at 10:00 am (school date)

June 13th from 7:00-8:30

July 18th from 7:00-8:30

August 8th from 7:00-8:30

September 5th from 7:00-8:30

September 11th at 10:00 am (school date)

Podcast

We continue to post Voices of the Archive, Director's Cut, and StoryTown Radio Show podcasts every month.

Total Downloads: 431 in the last thirty days

Total Downloads in 2025: 3,574

Social Media Posts

Facebook last 28 days

Page Followers: 1,736

Page Following: 435

Most interacted with Posts – StoryTown Radio Show Gala boosted post (19,522 views and 9,656 viewers), Poster debut for January show (3,020 views and 1,664 viewers).

Views: 31,374

New Page Followers: 8

Interactions: 786

Shares: 104

Comments: 15

Instagram last 30 days

Followers: 915

Views: 4,523 (51.3% followers, 48.7% non-followers)

Content Interactions: 247

Profile Activity: 53

Poster debut for January show had 543 views. Director's Cut podcast promo reel from December had 237 views.

YouTube last 28 days

Subscribers: 19

Views: 10

Watch Time: 0.1

New Subscribers: 0

Impressions: 299

Numbers for Month

Community Play: 206 people (4,944 hours)

Story Brigade: 6 people (6 hours)

Total Volunteer Hours 2025: 3,225

Interactions: Media – 3, Jackson Related – 1, Play Related – 1, JAMSA – 17, Kiwanis – 13, Tour Training – 6, Marketing Team – 2, Advisory Committee – 5, Main St Board – 10, Radio Show Production Mtg – 2

Total for 12/12/25-1/21/26 – 272

January 2025 Monthly Report, Skye McFarland

Outreach During the month of January, we have not had any in-person events, but everything else has been full steam ahead. As we came into the new year, I continued to post our spring classes as well as upcoming MLK events, the January radio show, and information about the community play. Despite not running an ad on our social media page this month, we have good outreach continued. We have also started up the outreach art class this month at Jonesborough Elementary with Coalition for Kids that we are able to do with grant money that was awarded to us by the Kiwanis club of Jonesborough. For this, I have been the one to communicate between our staff and Coalition for Kids. I attended the first class and asked kids to fill out assessment sheets about their self-esteem, and we will do another assessment at the end of the program, as well. Between Martha Blaser and I one of us will attend the class each week with our art teacher, Sydney Jackson.

Facebook- Page Follows: 5,963

New Page Follows: 40

Instagram- Page Follows: 2,202

New Followers: 31

YouTube- Subscribers: 295

Watch Time: 9 Hours

New Subscribers: 2

Event	Number	Digital	Paper	
Facebook Ads Reach				
Other Facebook Outreach		45,466		
YouTube Views		304		
Instagram Views		10,124		
Catalogs				
Flyers			60	
	0	55,894	60	55,954

Volunteers For the month of January, we have held a food drive and MLK art exhibit, which have only required the help of volunteers in donations for the food drive. We were able to collect 545.5 pounds of food that went directly to the Jonesborough Area Ministerial

Association Food Pantry. We have many volunteers signed up to help with the StoryTown radio show, which would have had its opening night on January 26th, but was rescheduled due to weather. The rescheduled show will take place on February 2nd. To recruit volunteers, I just used the volunteer email list and emailed our volunteers. I also created the sign-up sheet. We will also need volunteers to work on the play starting at the end of February, so this will be my next big sign-up task. I maintain communication with the volunteers and email them before the event to give them specific information.

Marketing & Miscellaneous Videos: I created a slide-show with photos from the past 15 years of the radio show for the opening night gala, I created videos to advertise for Martin Luther King day events in Washington County with the help of Adam Dickson, I created a slideshow of the MLK Art exhibit artwork, and I created a promotional video for the community play.

Photos: I took photos of the MLK art exhibition and the closing night reception as well as cast photos for the community play and photos to create a poster for the community play.

Graphics: This month I have created membership drive graphics to post throughout February, the February radio show poster, the community play poster, MLK graphics for all our MLK events, a program for the MLK art reception, I also created demographic images for the Annual report and helped update the annual report.

Other tasks this month have included ensuring the website is updated for the membership drive, preparing for the Appalachian Studies Association conference, and I was honored at the MLK Prayer breakfast with a community award!

Breanna Walker-Schadler January Monthly Report- McKinney Center

Classes & Special Events:

In the month of January, private lessons resumed for the Spring semester and will be held through May. Jonathan Edens had seven students during the month of January. Roxanne McDaniels is teaching Mtn. Dulcimer and had two students. Spring semester classes have also started. Kara Bledsoe's pottery class started on the 28th and had one session in January.. We spent the beginning of January passing out catalogs and flyers, emailing students, helping people register for classes, and communicating with teachers to prepare for the Spring semester starting in late January. We had 43 students in January.

December 2025 through January 19, 2026, we held our annual MLK Food Drive to support the JAMA food pantry. We raised over 400 pounds of food with some donations trickling in even after the food drive was over. The MLK Student Art Exhibit was held at the center January 19th-22nd, with a closing reception on the 22nd from 6-8pm. We had 45 people come throughout the week to view the exhibit and had 90 people in attendance at the reception. We hosted the January Radio Show & Gala with a sold-out house of 125, plus staff members, cast, and volunteers. Everyone loved the show and the gala was exceptional. We had 728 general visitors and 1,110 total visitors for the month.

Rentals:

We had nine rentals scheduled for the month of January. A church group rented the auditorium for three Sundays and the classroom for one Sunday. They paid a total of \$337.50 for the four rentals. A community member held a wedding in the auditorium on January 3rd and paid \$850.00. A community member held a birthday party in the auditorium on January 10th for \$490.00. A community member held a winter party in the auditorium on January 24th and paid \$200.00. A community member held a party in the auditorium on January 31st and paid \$600.00. WCDE held a training day in the auditorium on January 5th, which was comped. Rental income was \$2,277.50 for the month of January. We had 339 rental visitors.

Front Desk:

I cover the front desk when Martha Blaser and Nori Shaw are unable to.

MBM Support:

For the Spring semester, we have had over 150 registrations. Classes that have made include clay classes, sewing class, children's art and clay classes, and traditional arts classes. The Spring LOAs that include teacher salaries, supplies budgets, and the payment schedule were sent to the teachers to review. We have started purchasing supplies for the classes that have made and will continue to do so throughout the semester. I sent multiple email reminds to our general email lists and targeted emails to old students to encourage

them to register while they still can. Teacher payments were submitted for the month of January.

We held our bi -yearly host meeting for the beginning of the semester. We reviewed time sheets, expectations for rentals and classes, building organization, and how to use the smartboard. I communicated with the hosts about the needs for classes and rentals that they were working. Hosts received the weekly calendars and February host schedule on January 26. All staff have completed and turned in their Title XI training certificates.

I spent a portion of a few days getting information together to put in the 2025 annual report, which included the 2025 membership list, 2025 rental income, current staff and advisory committee members, and registration numbers for 2025. Other staff contributed to their sections and Theresa had it ready to send to members by mid-January!

I spent a few hours every three-four days counting up the MLK food drive donations that came in to let Skye know. Other staff helped when they had time. I printed off labels for the MLK student art exhibition. We helped uninstall each art show. For the MLK art exhibit, we set up the auditorium for the 15-minute program and food tables for the two culinary programs.

At the end of the month, we started to ease into our 2026 membership drive. Theresa sent an email to 2025 members with our 2025 annual report to let them know the membership brunch would be in February. She also sent a link to renew memberships. I sent out the membership brunch email to have people renew their memberships and rsvp for the brunch. I kept track of renewed memberships and the brunch orders.

Martha Blaser January 2026 Monthly Report

Classes & Special Events:

At the beginning of January, Nori and I uninstalled the rest of the student art show. We then called students and parents of students who had not yet picked up their artwork.

On January 15 and 16, teachers from Washington County schools came to install student artwork for the Martin Luther King Jr. Exhibition. I assisted teachers as needed with hanging artwork, providing supplies, and moving other items around as needed. I made and printed labels for some artwork. On Thursday, January 22, we held the exhibit reception from 6-8pm. I helped set up and attended this reception.

On January 15, I attended the monthly Marketing Team and Advisory Committee meetings. On January 29 we had a brainstorm meeting for the Booker T. Washington School tour. We discussed how to market the tour, how scheduling will work, and other details so we can start having more tours of the building.

Front Desk:

I spend most of my shifts at the front desk. I answer phone calls about upcoming events, rentals, classes, and community events. I greet and assist anyone who comes into the center with any needs they have. I work to assist Bre in communicating to Roger about the classroom set-up for the day and anything needed for upcoming events. I called students and parents to remind them to pick up artwork from the student art show. I assisted with rentals as needed when Bre was unavailable.

Outreach:

We did not have any outreach events in January. I started brainstorming ideas for Farmer's Market crafts for this year and a parade float and craft for the upcoming St. Patrick's Day event.

Coalition for Kids:

On January 13, the McKinney Center began a partnership with Jonesborough Elementary Coalition for Kids with grant money from Jonesborough Kiwanis. Skye McFarland, Sydney Jackson, our children's teacher, and I worked with C4K staff to prepare 2 8-week long sessions for different age groups. We will be going to Jonesborough Elementary every Tuesday for an "art club" for selected C4K children. We had our first session on January 13. Sydney and I ran the next session on January 20. We will be working with the younger children through March and will then start a new group with the older children.

Noriah Shaw, January Monthly Report- McKinney Center

Outreach:

This January, I printed and distributed posters and catalogs to businesses in downtown Jonesborough and Johnson City. Another way I contributed to outreach this Month is by making social media posts. I created and uploaded eight social media posts to our StoryTown Facebook and Instagram page, in addition to the posts made by other members of our staff. The last way I contributed to outreach this month was assisting with our Martin Luther King Jr. Student Art Show, presented by Washington County Schools. Along with preparing refreshments, I greeted guests and distributed catalogs to visitors.

StoryTown:

This month, I produced January's episode of Voices of The Archives, featuring Rufus Houston and Rick Newell, two Jonesborough residents who volunteer with JAMA. I chose this interview to share from our archives, then scripted and recorded audio for the podcast. Another StoryTown project I assisted with was January's radio show, the Storytown Gala. I managed practical sound effects for the performance, and attended production meetings and a rehearsal in preparation. I also made calls requesting food donations from local businesses for the event. After the performance, I assisted with greeting and serving guests, as well as clean-up once the event had ended.

Meetings:

During the Month of January, I attended four weekly staff meetings, a marketing meeting, and a Storytown production meeting,

Front desk:

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

Special Events:

This January, I assisted with many special events. The first of which being our aforementioned radio show, the Storytown Gala. For this event, I assisted with set up, practical sound effects, and greeting, and take-down. Another special event I helped prepare for was our reception for the Martin Luther King Jr. Student Art Show, presented by Washington County schools. Before the reception started, I assisted with set-up, as well as refreshment preparations. During the event, I greeted guests and distributed catalogs to visitors.

McKinney Center

Jonesborough's
Mary B. Martin
Program for the Arts



2025 Annual Report



Heartfelt Thank you! - Theresa Hammons, Director

Dear Members and Friends,

This past year marked a period of growth, resilience, and creative impact for the McKinney (MKC) Center. Guided by our mission to inspire, educate, and connect our community through the arts, we expanded access to high-quality artistic experiences while strengthening our organizational foundation.

Throughout the year, the MKC presented a dynamic range of exhibitions, performances, and educational programs that showcased both emerging and established artists. Our historic building welcomed thousands of visitors, and our public programs—lectures, workshops, and community events—fostered meaningful dialogue and creative exchange across diverse audiences.

Educational initiatives continued to be a cornerstone of our work, serving students, families, and lifelong learners through classes, school partnerships, and outreach programs.

Financially, the MKC remained on solid footing. Strategic fiscal management, combined with the generous support of donors, members, sponsors, and public funding partners, allowed us to invest in programming, facilities, and staff while maintaining long-term sustainability. We are deeply grateful for the commitment of our supporters, whose contributions make our work possible.

This year also brought important progress behind the scenes. We strengthened governance practices, invested in staff development, and advanced equity, accessibility, and inclusion across our operations and programming. These efforts position the MKC to better serve our community and respond to the evolving cultural landscape.

As we look ahead, the MKC is energized by new opportunities for artistic innovation, collaboration, and community engagement. With a strong foundation and a clear vision for the future, we remain committed to enriching lives through the transformative power of art.

Overall, the data demonstrates the MKC's ability to adapt, recover, and continue serving a substantial and engaged student population, reinforcing the importance of accessible, high-quality arts education in the community.

Student enrollment over the past six years reflects both the impact of the pandemic and a strong recovery in arts education participation. After a significant decline in 2020, registrations rebounded in 2021 and reached a high point in 2022. While enrollment moderated in 2023 and 2024, participation increased again in 2025 to 629 students, signaling renewed momentum across spring, summer, and fall programs. Overall, these trends demonstrate the MKC's resilience and continued commitment to serving an engaged and growing student community.

In-person outreach events remained a vital component of community engagement this year, allowing the MKC to connect with families and youth across the region. Through participation in parades, festivals, fairs, school events, and seasonal celebrations—including St. Paddy's Day, Easter Eggstravaganza, Blue Plum, Whoville, and multiple farmers markets—the MKC served thousands of children and community members outside of its walls. These outreach efforts expanded visibility, strengthened community partnerships, and reinforced the MKC's commitment to making arts experiences accessible and welcoming to all.

The MKC's work is made possible through the generosity, dedication, and belief of many individuals and organizations. We extend our sincere gratitude to our donors, members, sponsors, grantors, and public funding partners for their continued support. Your investment enables us to provide high-quality arts education, meaningful outreach, and engaging cultural experiences for our community.

We also thank our Advisory Committee and the Town's Board of Mayor and Aldermen, for their leadership and stewardship, our talented staff and teaching artists for their creativity and commitment, and the many volunteers who generously give their time and energy. Finally, we are grateful to our community partners, schools, families, and participants whose enthusiasm and engagement inspire everything we do.

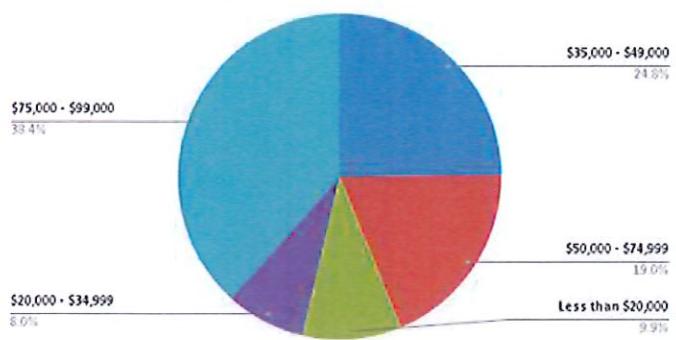
With your support, the McKinney Center continues to thrive as a place of creativity, learning, and connection. Thank you for being an essential part of our mission.

Quick Demographics & Meeting Community Needs

*Findings based on surveys turned in by participants from classes and workshops only

Income of surveyed students and parents

Count of Student For parent/guardian or adult student: Your household income is: (Standard Form)



Median household income for Washington County, TN is \$61,051.

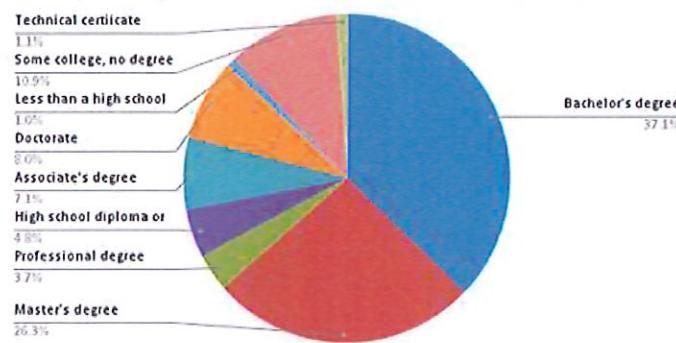
Median household income for Jonesborough, TN, it is \$63,155

National poverty level for a family of four is a household income of \$32,150.

13.2% of Jonesborians are in poverty.

Education of surveyed students and parents

Count of Student For parent/guardian or adult student: What is the highest degree or level of school you have completed?



The Brookings Institution has conducted studies showing how art education benefits children and in turn benefits the health of civil society.

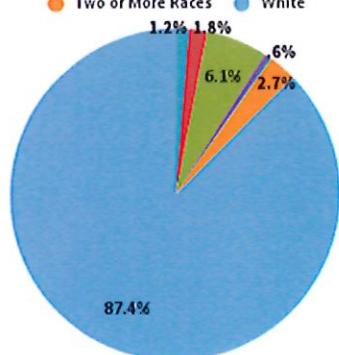
Most all our parents and students have more than a High School Diploma. This is not surprising since Washington County has a 91.1% of HS graduates or higher. Jonesborough has a 92.5% graduation rate.

We wish to reach more children that fall into this category and think future in-school programming might be the answer. Transportation is usually a main issue for families that fall in the lower economic and education levels.

Race/Ethnicity of Students

Race/Ethnicity of Students

● Asian ● Black or African American ● Hispanic or Latino
● Native Hawaiian or Other Pacific Islander ● Student How would you describe the student
● Two or More Races ● White



According to Census.gov, the Town of Jonesborough has a population consisting of:

83.4% Caucasian,
3.7% Black,
0.1% American Indian,
5.7% Asian,
6.5% two or more races, and 6.0% Hispanic.

12.6 % of our students and families are people of color.

McKinney Center Statistics

STUDENTS REGISTERED

Spring 2020 242
Summer 2020 0
Fall 2020 173
415

Spring 2021 235
Summer 2021 111
Fall 2021 253
599

Spring 2022 329
Summer 2022 115
Fall 2022 236
680

Spring 2023 307
Summer 2023 74
Fall 2023 202
583

Spring 2024 268
Summer 2024 79
Fall 2024 200
547

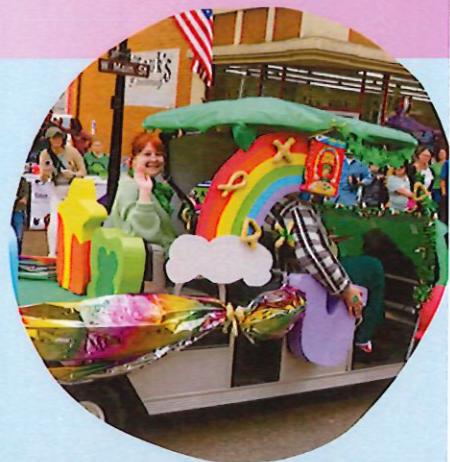
Spring 2025 291
Summer 2025 107
Fall 2025 231
629

Volunteer Hours

2025 3675.5 hours

A value of \$127,879.64

Volunteer value is \$34.79/hr. according to the Independent Sector.



In-Person Visitation to the McKinney Center

2020	6,216	2023	14,317
2021	9,822	2024	12,787
2022	10,217	2025	15,834

Outreach

2025 In-Person Events 5,098

2025 MBM Social Media Reach 1,010,837

2025 Catalog & Flyer Distribution 10,418

TOTAL: 1,025,993

Class Revenue (Jan. - Dec.)

2020	\$31,487.73
2021	\$58,191.60
2022	\$68,849.17
2023	\$67,371.99
2024	\$53,149.24
2025	\$73,106.84



2025 EVENTS

381 Overall Activities

196

Online Videos & Offerings

02 Videos for Ernest McKinney Day of Giving
04 Artist Biography Videos
03 Videos showcasing student art work
73 StoryTown Videos
34 StoryTown Podcasts
06 Audio Story Episodes
16 Living Here Interview Videos
58 Reels on McKinney Center Facebook Page
Other slide shows and promotional videos for classes, plays, Radio Show, fundraisers, and more

104

MKC Classes Offered

Spring – 49 classes and workshops
Summer - 15 camps and workshops
Fall – 40 classes and workshops



MKC - In Person Events

08 Exhibits and Receptions
02 Student Art Exhibits and Receptions
01 MLK Food Drive
02 Public School Art Exhibits
01 Ernest L. McKinney Day of Giving
10 StoryTown Radio Show Performances
01 Masterpiece Mingle Fundraiser
01 Membership Brunch
02 Auditioning Events
06 "Can't Get Away with This" Performance
05 Listening Days
01 Film Schreening - Indelible Appalachians
01 Living Here: Alumni of Booker T. Washington School Exhibit
01 Tour Launch of the Mckinney Center at Booker T. Washington School
01 Sheila K. Arnold Performance
01 Fall Art Market
06 A Spot on the Hill Performances
01 Volunteer Appreciation Event
02 Ornament Making Workshops
01 Halloween Trivia w/ Heritage Alliance
01 Soups and Songs Fundraiser

55

In Person Outreach Events

18

St. Paddy's Day Parade
St. Paddy's Day - 967 kids served
Easter Eggstravaganza - 555
Town Acres Camp Fair - 400
Blue Plum - 425
Jonesborough Days Craft & Parade -350
UMOJA - 150
Halloween Haunts & Happenings - 252
WhoVille - 543
Santa's Village - 360
Jonesborough Farmers Market (6 times) - 405
5 Public School Open Houses - 348
In-Service Kick-Off - 100
Jonesborough Christmas Parade

MCKINNEY CENTER'S STORYTOWN RADIO SHOW

Audience

6,164

Radio Show - 1,259

"Can't Get Away with This" - 693

"A Spot on the Hill" - 460

Story Collecting Class - 6

Soups and Songs fundraiser - 172

Podcast Downloads (2025) - 3,574

Revenue

Arts Access Grant - \$4,510 (Radio Show)

Arts Build Community Grant - \$3,190 (Summer Camp)

Radio Show Sponsorships - \$4,050

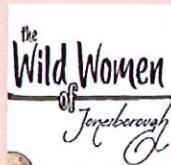
StoryTown Radio Show - \$11,340

"Can't Get Away with This" - \$12,649.07

"A Spot on the Hill" - \$3,660

Soups & Songs Fundraiser - \$4,375

The Radio Show & Play in a Week Camp are both recipients of TN Arts Commission grants.

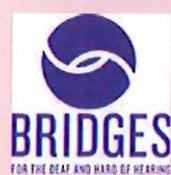


Gary & Sandee
Degner



Sponsors

Gary & Sandee Degner, Trivia with Budds, Mountain Empire Cremation & Burial Services, Wild Women of Jonesborough, McLeod Organics, Allandale Mansion, Bravissima! Women Supporting the Arts, Dillow Taylor Funeral Home, Terry and Sandy Countermine, Wolfe Development, Olde Towne Pancake House, Boone Street Market, Food City of Jonesborough, Ingles of Jonesborough, Main Street Cafe & Catering, Noelle's Seasonal Decor, Herman & Beverly Jenkins, First Horizon Bank, Renasant Bank, Michelle Treece, Mauk's of Jonesborough, Bridges East, WETS, Black Olive



67
Stories Collected

We collected 51 stories in 2025 from Veterans, knife makers, activists, volunteers, small business owners, teachers, and many more. These stories were incorporated into the Radio Show, and some will be included in the upcoming Community Play. We specifically collected 16 stories about Storytelling founder Jimmy Neil Smith. Nori Shaw & Skye McFarland collected 16 interviews from Booker T. Washington School alumni as part of the "Living Here" community exhibit.

**42 Scholarships Awarded in
2025
Worth \$6,594.00**

**Employed 22 Part-time Artist
Instructors**

6 Part-time Hosts

2 Part-time Assistants

4 Full-time Permanent Staff

84 Rentals

26 Non-profit Rentals

10 Comped Rentals

McKinney Center at Booker T. Washington School Mission Statement

The McKinney Center at Booker T. Washington School houses Jonesborough's Mary B. Martin Program for the Arts and is dedicated to providing quality multicultural art opportunities to the community. The McKinney Center serves as a preserver of its historic building and is committed to documenting and interpreting the history and stories from the Booker T. Washington School. The McKinney Center is a devoted community space intended to welcome, and engage, and bring together, all members of the community.

Jonesborough's Mary B. Martin Program for The Arts Mission Statement

Jonesborough's Mary B. Martin Program for the Arts is committed to inspiring the people of our area through both the appreciation of and participation in the arts as a form of personal and collective expression. Located in the McKinney Center at the historic Booker T. Washington School, the objective of the program is to bring the community at large closer together and show as an example to other communities the creative influence that the arts can bring to their quality of life. The program implements the various forms of art (visual, theatre, dance, music) using multicultural influences as a means of demonstrating the many avenues through which ideas can be expressed.

How to Get Involved

- **Subscribe to the MBM Newsletter** - Click this link to subscribe to our monthly newsletter to stay up to date on events and news, <http://eepurl.com/b7dzWL>
- **Subscribe to the StoryTown Newsletter** - <http://eepurl.com/hr9MQv>
- **Visit the McKinney Center** - Located at the corner of 103 Franklin Avenue and Main Street.
- **Volunteer** - Help out by joining our volunteer team. Email Skye McFarland at SkyeM@Jonesboroughtn.org
- **Donate** - visit www.mckinneycenter.com or contact us at 423.753.0562.
- **Sponsor** - Join our incredible team of business partners who make a difference in the creative community of Jonesborough.
- **Like us** - Like us on Facebook and follow us on Instagram @mckinney_center to stay up to date on our latest events and news.

McKinney Center Staff

Theresa Hammons **Director**
Anne G'Fellers Mason **Program Manager**
Skye McFarland **Community Program Specialist**
Bre Walker-Schadler **Building Manager**
Nori Shaw **StoryTown Assistant**
Martha Blaser **Arts & Culture Education Assistant**

McKinney Center Advisory Committee

Michelle Treece
Starlene Casey
Kay Grogg
Ernest McKinney
Sharon Squibb
Nancy Kavanaugh
Pauline Douglas
Richard Hayward
Adam Dickson



COMMUNITY PARTNERS



ingles

the
Wild Women
of
Jonesborough

FOSTER Signs

 **Wolfe**
DEVELOPMENT



Cultivate. Create. Participate.

Noel
Lei
Seasonal Décor & Gifts Galore



Jonesborough

TRIVIA
WITH
BUDDS



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HORIZON
BANK

McLeod
Organics
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811 E Main Street, Jonesborough, TN 37659
Open Monday-Saturday
9AM-6PM

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WCYB

News
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in your corner.
11

EAST TENNESSEE
FOUNDATION

E

WETS
89.5 fm/hd

The Schubert Club



BEREA COLLEGE
APPALACHIAN FUND

Bravissima!


BRIDGES
FOR THE DEAF AND HARD OF HEARING



AmeriCorps

Chad Bailey
Beth Barnett
Roger Barnett
Star Barto
Tim Barto
Anne Beckleman
Pat Bizzell
Joy C. Bolt
John D. Bolt
Carla Bowers
Jerome Bowers
Paul Braxton
Theresa Bryant
Marilyn Buchanan
Curtis Buchanan
Summer Buchanan
Ryan Budds
Alexis Burkett
Gary Burkett
Cynthia Burnley

Ryan Budds
Alexis Burkett
Gary Burkett
Cynthia Burnley
David Burton
Brittany Butler
Mark Calliham
Melinda Calliham
Monica Cannon
Carla Crader
Starlene Casey
Robin Castania
Rita Concepcion
Deanna Conley
Terry Countermeine
Sandy Countermeine
Carla Crader
Gary Degner
Sandee Degner
Pauline Douglas
Heidi Ehle

Heidi Ehle
Dana Ensor
Nancy Ernest
Sue Everitt
Ann Florence
Lea Florence
Gary G'Fellers
Brenda G'Fellers
Linda Good
Kay Grogg
Sam Grogg
In Memory of
Lindsey Grogg
Doug Gross
Denise Gross
Theresa Hammons
Lynda Harris
Marcy Hawley
Richie Hayward
Vivian Hayward

Jo Anne Herndon
Cari Jarman
Jay Jarman
Jennifer Henry
Charles Jones
Mary Lee Jondahl
Dr. David Kalwinsky
Nancy Kavanaugh
Sandra Leonard
Angelia Lewis
Chuck Lewis
Dona Lewis
Anne Mason
David Mason
Elanie Mason
Guerry McConnell
Kimberly McKinney
Kevin McKinney
Buttons McKinney
Raymond McKinney

Tim McLeod
Marat Moore
Karen Peko
Pamela Pope
Nancy Rhea
Bob Riser
Hannah Rogers
Glen Rose
Jackie Rose
Krista Rosolina
Faye Rutledge
Sue Shanks
Heather Sheets
Jil Smith
Sharon Squibb
Patricia Stern
Patrick Stern
Karen Sullivan
Michelle Trece
Vickie Tschantz

Foye Webb
Carole Web
Kelly Wolfe
Jennifer Wolfe
Edward Wolff
Frankie Wolff
Matt Wooten
Mary Grace Wooten

Bravissima
Kiwanis of
Jonesborough
Foundation
Heritage Alliance
Allendale Mansion
Shalom Circle
JBO Presbyterian
Wild Women of
Jonesborough
Bethel Christian
Church
Dillow Taylor Funeral
Home & Cremation
Services
First Horizon Bank
Herrin, McPeak &
Associated
JBO Community Chest
Mauk's of
Jonesborough

Jonesborough Fire Incident Count (NERIS)

Dataset: Fire Incidents (NERIS)

Date of Export: **January 30, 2026 at 13:32:20**

Created: **December 22, 2025 at 18:19:48**

Last Updated: **January 29, 2026 at 13:52:35**

Count of Total Incidents

Count of Total Incidents

Count of Incidents

47

Incidents by Shift

Incidents by Shift

A Shift

19

B Shift

12

C Shift

16

Incidents by District

Incidents by District

City

17

County

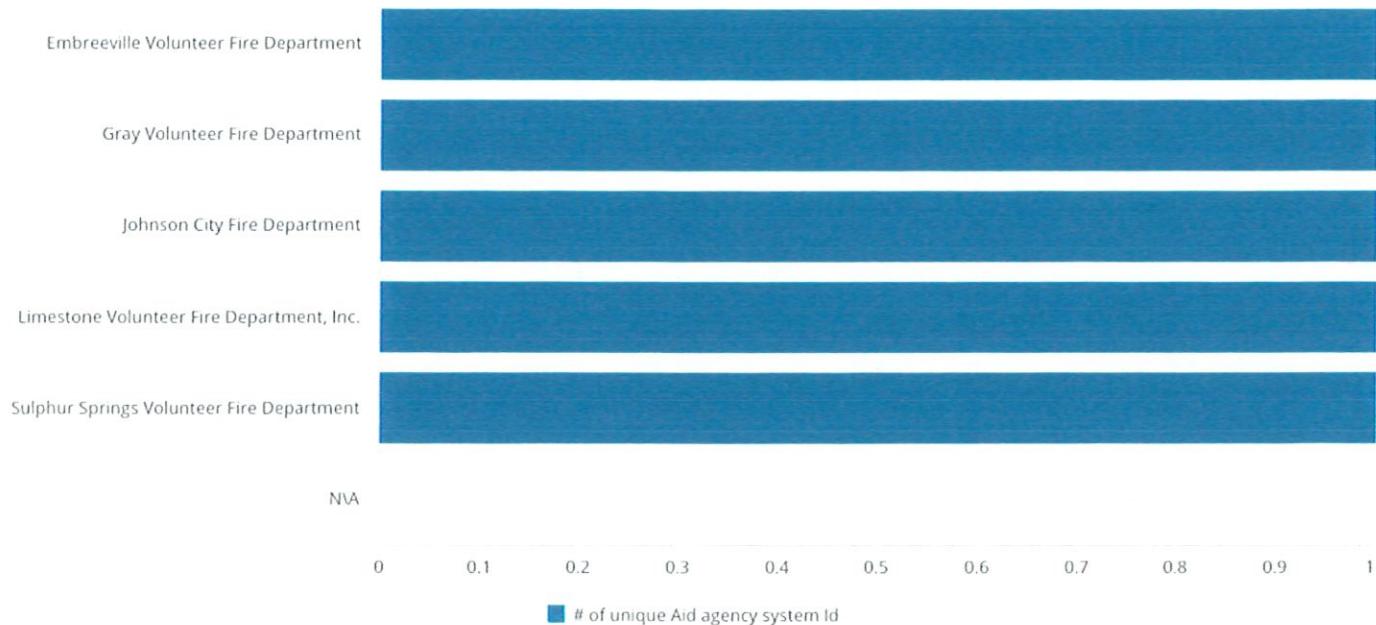
29

Inside City of Johnson City

1

Aid Given or Received

Aid Given or Received



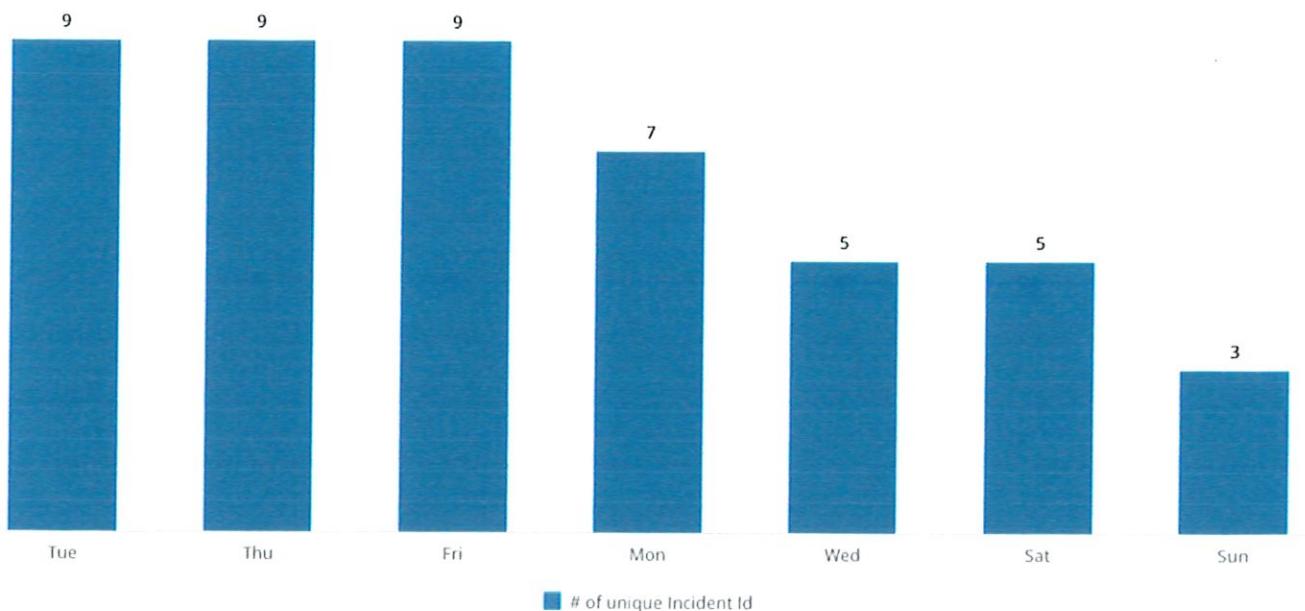
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Fire Incident Count (NERIS)

Count of Incidents by month, day, hour of day, station, shift,
and unit

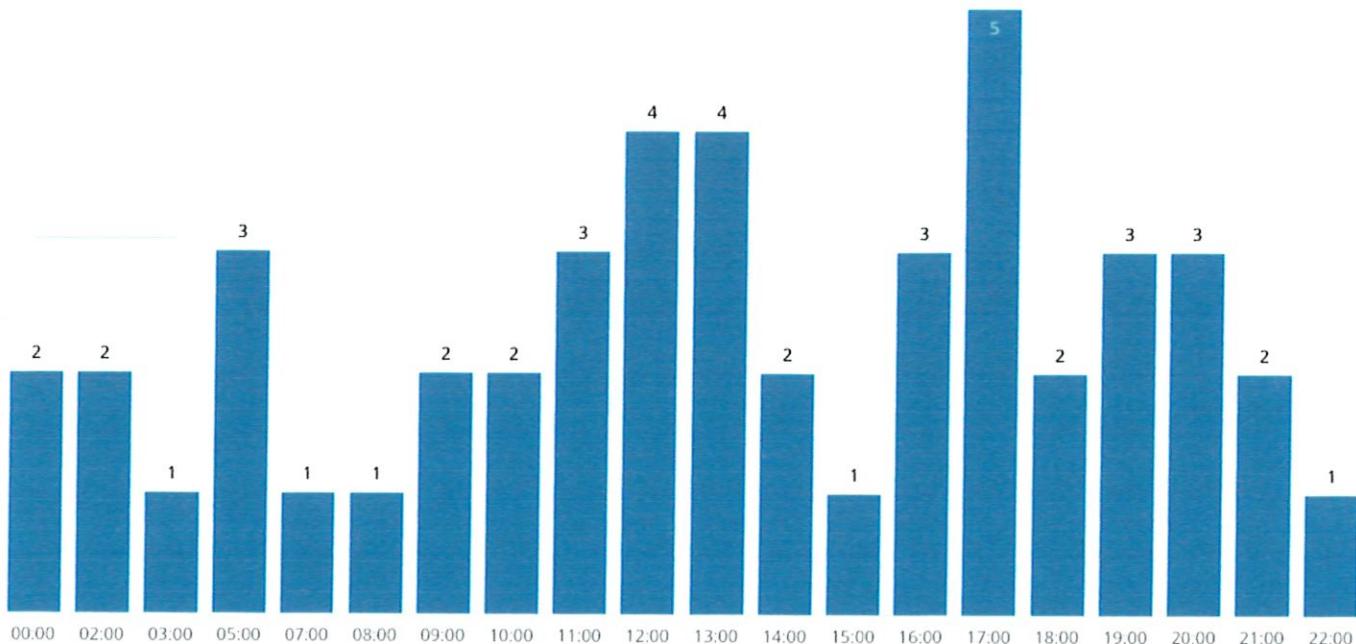
Incident Count by Day of Week

Incident Count by Day of Week



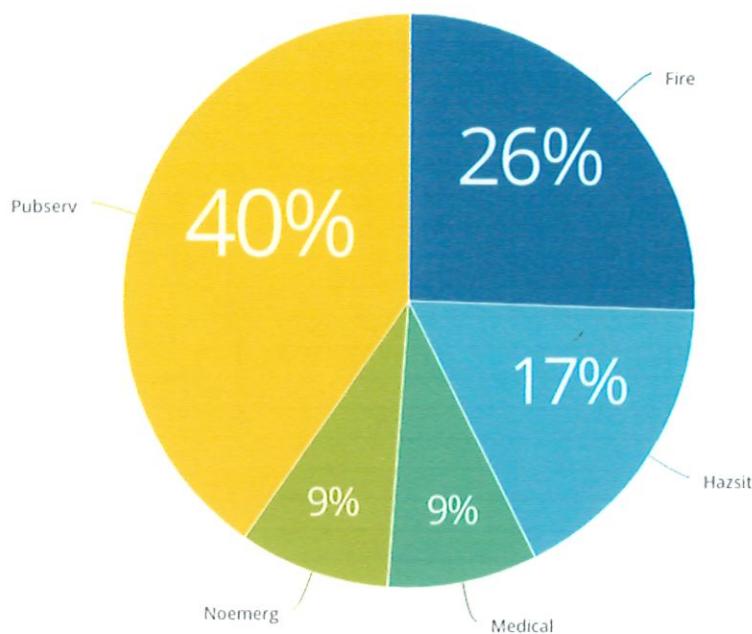
Incident Count by Hour of Day

Incident Count by Hour of Day



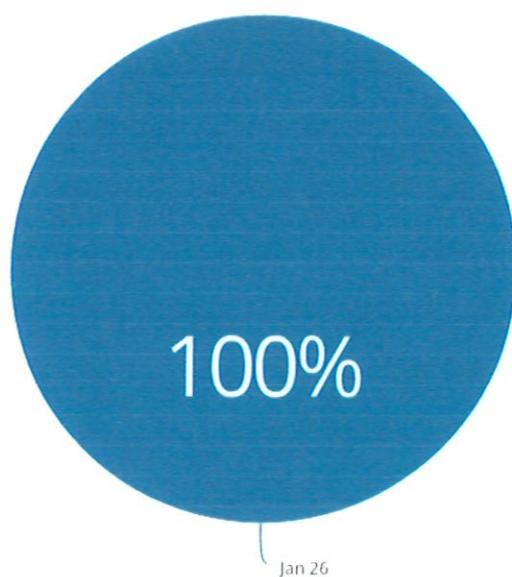
Percent of Incident Responses by Incident Type

Percent of Incident Responses by Incident Type



Incident Count By Month (This Year)

Incident Count By Month (This Year)



Jan 26

Incident Count By Month (This Year)

Months in Core incident onset date/time	Count of Incidents
01/2026	47
Count of Incidents	47



Jonesborough Department of Public Safety Jan. 2026 Monthly Report

Police Chief Matt Rice is proud to announce promotions within the Jonesborough Police Department that took effect February 2, 2026.

Major Jamie Aistrop moved from Administrative Major to Operations Major.

Lt Jonathan Peace moved into the role of Major over Administrative functions.

Sgt Caleb Couch moved into the Lt rank in Investigations.

Sgt Ben Zeigler moved from patrol to investigations at the same rank of Sgt.

Sgt Heath Saine assumed the training officer functions.

• CITATIONS & ARRESTS

Offenses	Count
Sex Offenses, Forcible	1
Larceny/Theft	2
Motor Vehicle Theft	1
Assault	3
Fraud	1
Vandalism	1
Drug/Narcotic	2
Miscellaneous (TIBRS Group B)	7
Miscellaneous (Department Only)	9
Total:	27

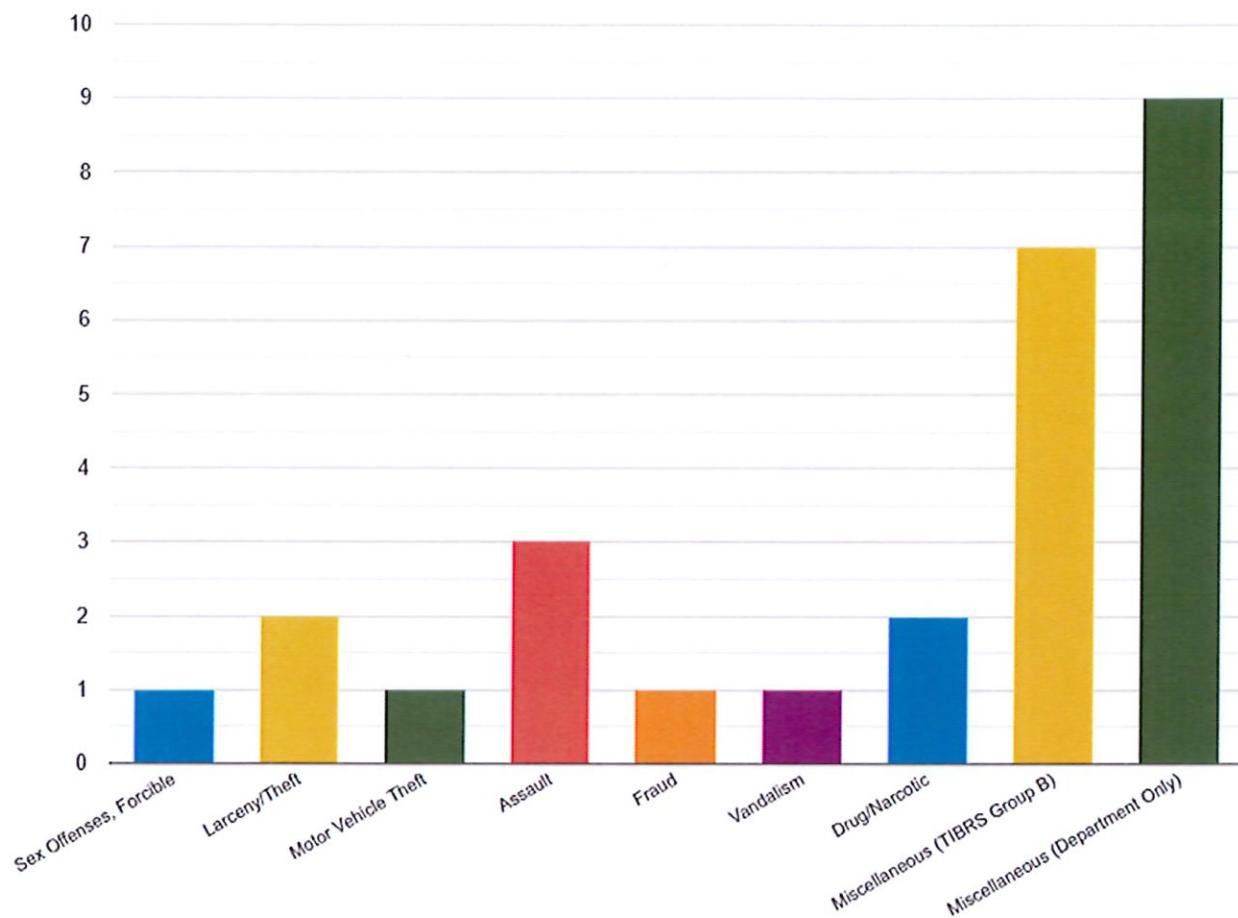
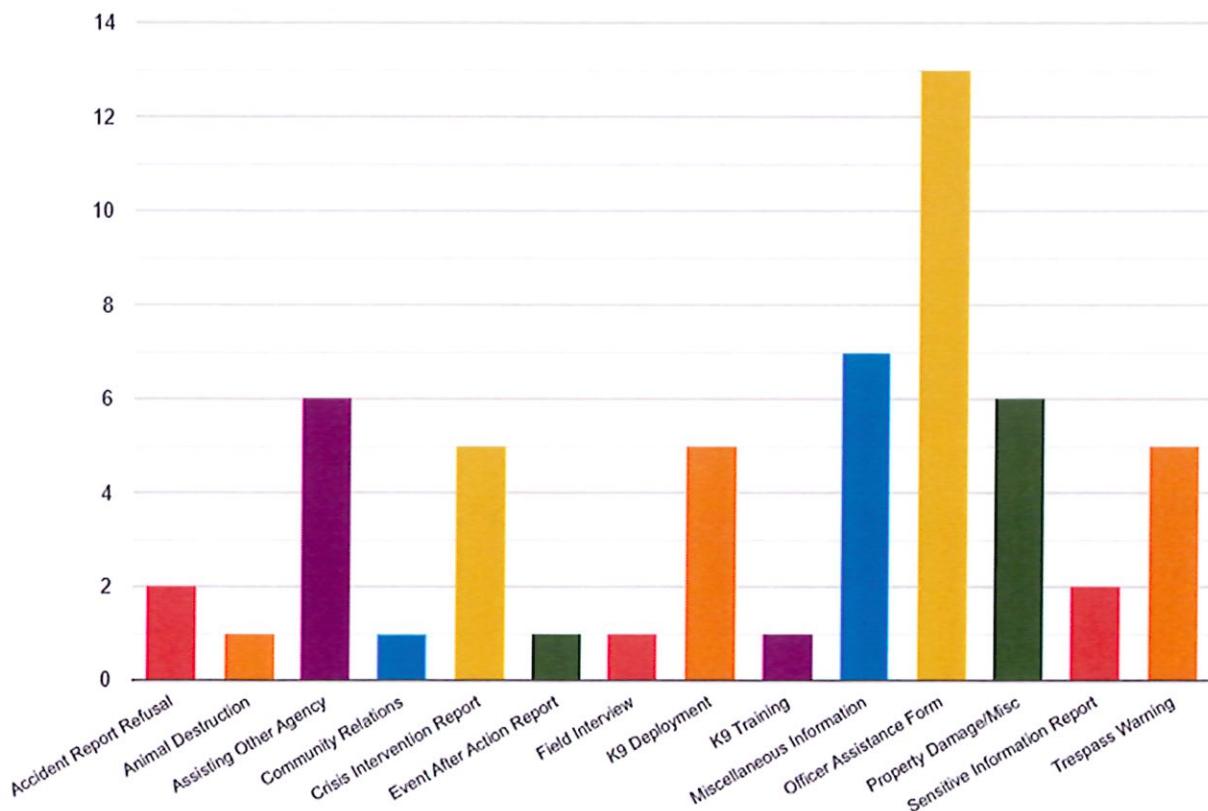
Memos	Count
Accident Report Refusal	2
Animal Destruction	1
Assisting Other Agency	6
Community Relations	1
Crisis Intervention Report	5
Event After Action Report	1
Field Interview	1
K9 Deployment	5
K9 Training	1
Miscellaneous Information	7
Officer Assistance Form	13
Property Damage/Misc	6
Sensitive Information Report	2
Trespass Warning	5
Total:	56

Arrests	Count
Adult (On-View Arrest)	13
Adult (Summoned/Cited)	21
Adult (Taken Into Custody)	1
Juvenile (Summoned/Cited)	2
Total:	37

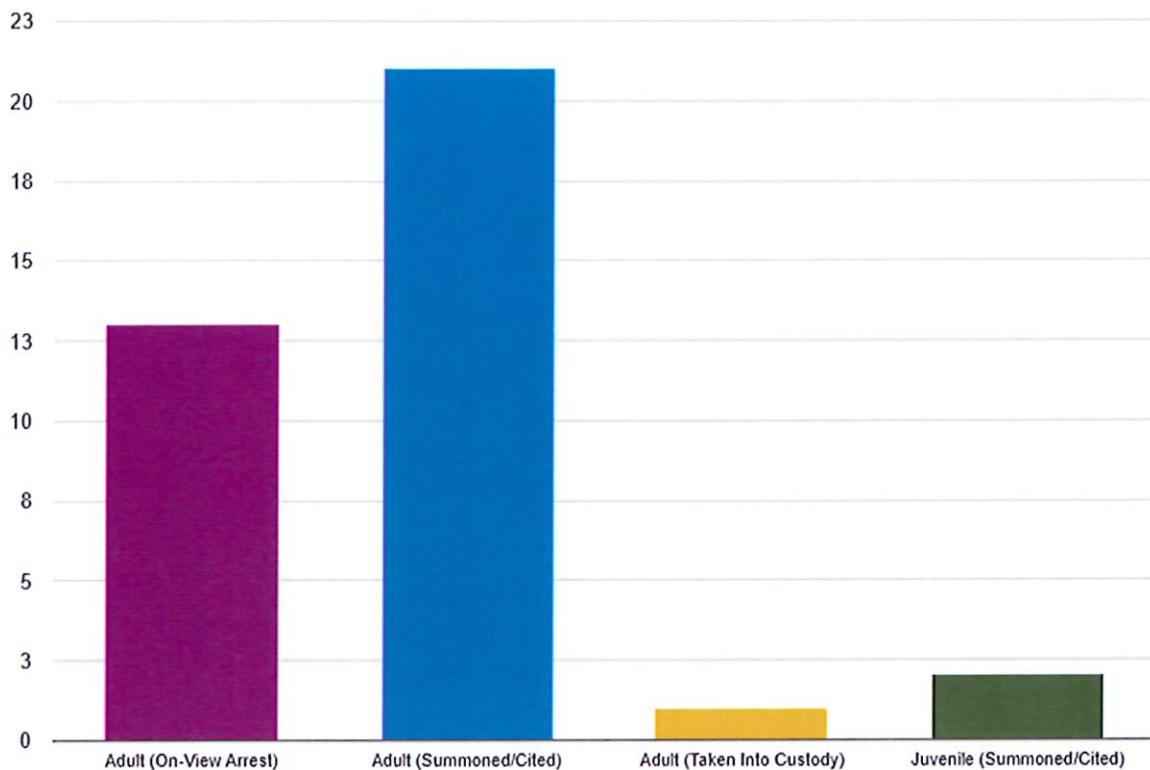
Crashes	Count
Injury possible	1
Property damage (over \$ threshold)	13
Property damage (under \$ threshold)	5
Total:	19

Non-Investigatory Crashes	Count
Property damage (over \$ threshold)	2
Property damage (under \$ threshold)	1
Total:	3

Tickets	Count
Traffic (Municipal Court)	156
Traffic (Washington County Juvenile Court)	2
Traffic Charges (Municipal Court)	305
Traffic Charges (Washington County Juvenile Court)	2
Tow	14
Warning	109
Total:	281

Incidents - 01/01/2026 - 01/31/2026↔
↔**Memos - 01/01/2026 - 01/31/2026**

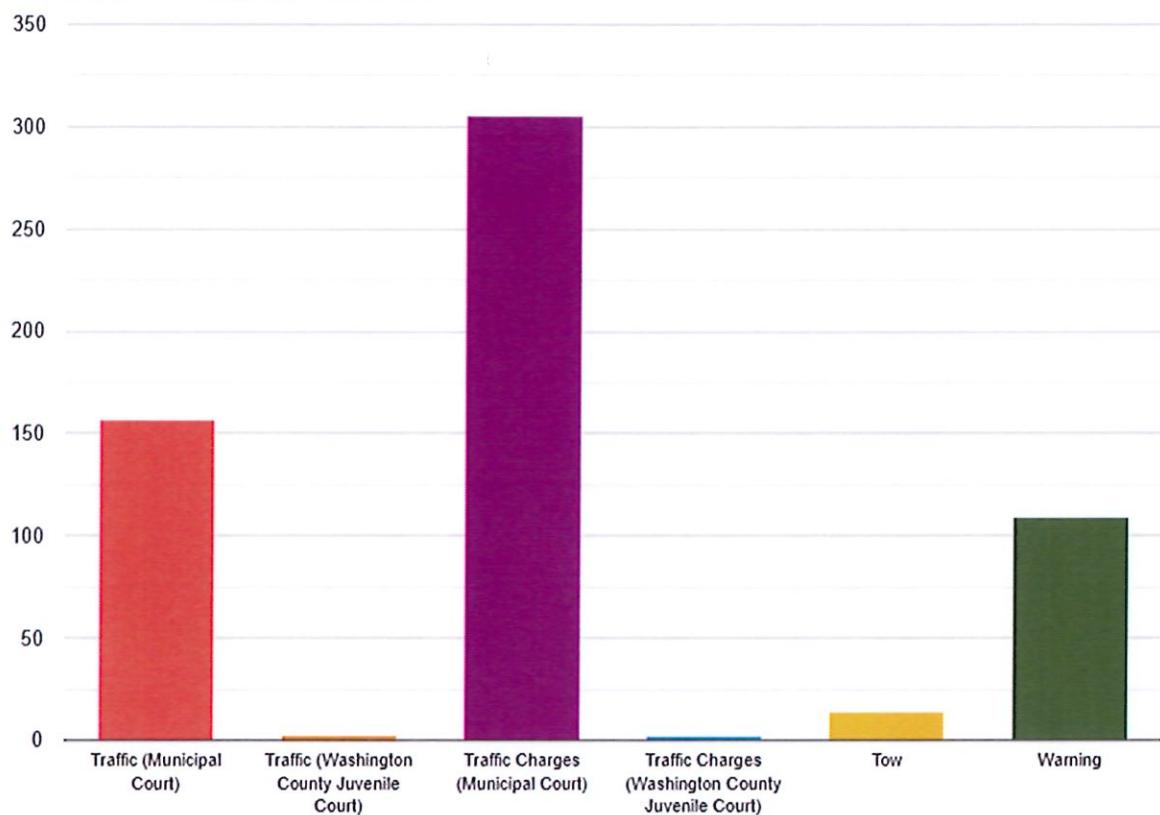
Arrests - 01/01/2026 - 01/31/2026



- **CRIMINAL INVESTIGATIONS**

There are several open and active investigations currently and several Presentments scheduled for the Grand Jury in mid March.

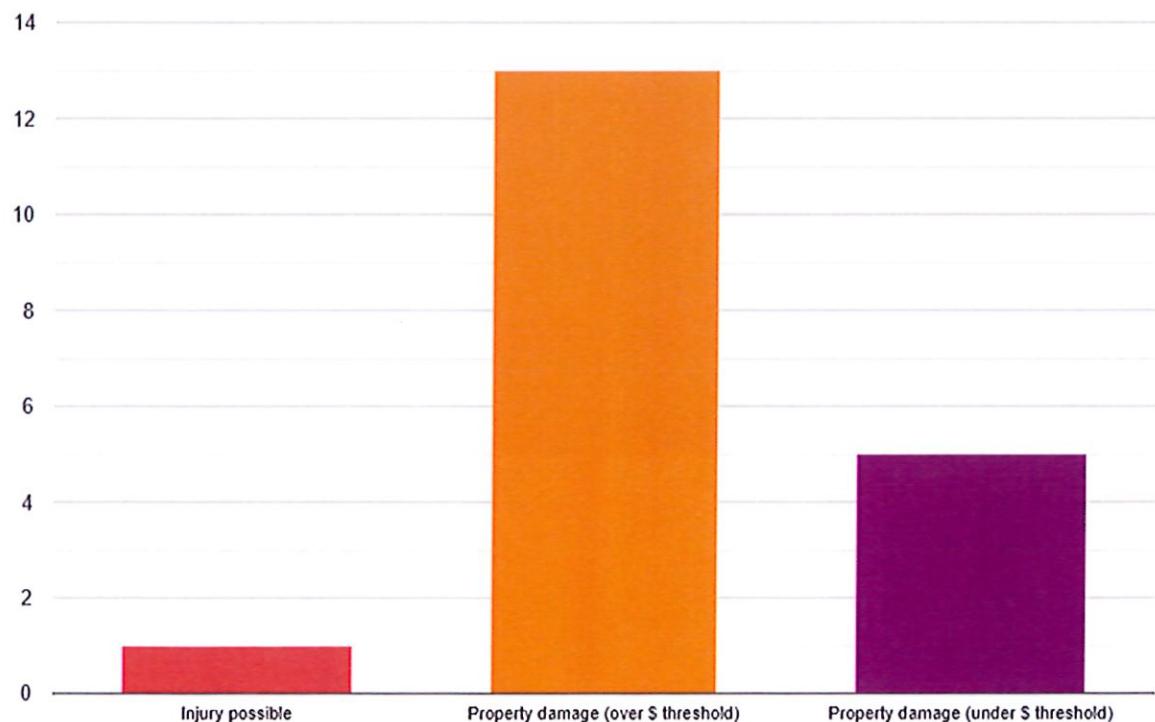
Tickets - 01/01/2026 - 01/31/2026



- **MOTOR VEHICLE CRASHES**

A total of (22) crashes were reported and investigated for the month of Jan. Most crashes occurred on East/West Jackson Blvd; most crashes were over \$400 in damage with some resulting in a possible or confirmed injury.

Crashes - 01/01/2026 - 01/31/2026



- **CANINE**

Here are the K9 stats for the month of Jan.

- K9 Cygan: 16 hours of training and 1 deployment.
- K9 Daryl: 22 hours of training and 2 deployments.
- K9 Falco: 16 hours of training and 2 deployments.

- **RESERVES**

Reserve Officer Hours - 2026

Reserve Officer	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date
Beagle, William	4												4
Chiarieri, James	44												44
Collins, Robin	10												10
Greenway, Chester	20												20
Hough, Richard	6.5												6.5
McCracken, Logan	4												4
Rice, Jesse	0												0
Wilt, Paul	4												4
Wood, George	8												8
TOTALS:	100.5	0	0	0	0	100.5							

- **CODE ENFORCEMENT**

There were (0) ordinance violations issued during the month of Jan.

- **DISPATCH TRANSACTIONS FOR JCPD**

For Jan., our dispatchers assisted Johnson City Police Department with approximately (8) transactions.

- **OTHER CALLS FOR SERVICE**

There were (1303) CAD Entries for the month of Jan.



Jan. 2026 Redflex Report

From Jan. 1st through Jan. 31st the traffic cameras registered a total of (598) violations with (283) violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected (88) resulting in (227) violations mailed. The primary reasons for violations being rejected are Plate/Vehicle Obstruction, Glare/Weather Conditions, Incorrect Plate and Extended Vehicle.

The highest number of violations occurred at Forrest at Jackson – Food City (Southbound) with (160) violations followed by Jackson at Boone's Creek (Westbound) with (19) violations.





Jackson Theatre- Operations Manager

Monthly Report for January 2025

Programming:

- We hosted 1 live event in September. On the Ballad Health Stage, we had:
 - A rental event with BHT presenting Bryan White.
 - We had planned to host Chuck Brodsky on January 24th, but due to the weather it has been rescheduled to May 30th, 2026.
- Gift certificate sales are still going very well; we have sold \$5,138.00 in gift certificates and redemptions are at \$973.00.
- We have raised \$3,380.00 in our online donation campaign.
- We also launched our Marquee Supporters membership-based program on November 1st, and so far, we have \$1,850 in membership.
- Booked all movies shown at Jackson in January.
 - January 3rd- The Patriot
 - January 4th- Dog Man
 - January 16th- Duel
 - January 17th- Harry and the Henderson's (sponsored by JAMSA)
 - January 17th- Jurassic Park
 - January 18th- Back to the Future
 - January 21st- Queen Kelly
 - January 22nd- Sunset Boulevard
 - January 23rd- Pale Rider
 - January 29th- The Hobbit: An Unexpected Journey
 - Due to the winter weather, we experienced the last two weekends of January, we are rescheduling 4 films to be shown in February, March and April.
- Continue to work on music programming for 2026.
 - Rental- February 6th- TN Songwriters Event
 - February 21st- Kelsey Waldon & Gabe Lee
 - February 27th- Uptown Dueling Pianos (Sold Out)
 - March 7th- Trey Hensley- Hometown Album Release Show (only 13 tickets left as of 1/30/26)
- The “Pay What You Can” movies continue to go well, with on average, two events per month that are PWYC.

- Working with Lori Powell on a new film series, Speakeasy Cinemas which
- Organized and attended a meeting with Lori Powell and Matt Gulley to discuss February films.
- Continue to work on programming movies and speakers to celebrate the nation's 250th.
- Continue to work with the McKinney Center on programming for special live performances to celebrate the nation's 250th.
- Continue working with ETSU on the live concert, Q&A, and screening of Banjo Romantika. ETSU will also be donating all merch sales from poster and CD sales to the Jackson Theatre.
- Continue to work with ISC on promotions for our upcoming partnership event, The First Star of Country Music: Vernon Dalhart.
- Donation/Sponsorship revenue total for January 2025-January 2026 was \$54,426.27.
- The total concession and alcohol sales revenue for January 2025-January 2026 were \$56,433.96.
- Jackson Theatre merchandise sales for January 2025-January 2026 were \$8,225.21.
- Gross revenue of \$205,027.50 in ticket sales for January 2025-January 2026.

Rentals/User Group Agreements:

- Booked 4 dates with T. and Jennifer McLeod for their Restoring the Foundations series on Mondays at the Jackson Theatre. New series started this month.
- Held a rental with the Washington County Election Commission as a thank you to their volunteers. It went so well, they are already scheduled for 2027.
- We have two private facility tour rentals in February 2026 with local senior living facilities.
- Rental revenue for January 2025- January 2026 was \$34,585.62.

Marketing:

- I continue to work with Jessica Sanders, contract employee, on all social media posts, posters, table tent graphics, press releases and graphics.
- Continue to work with the Department of Tourism and Marketing Department on event promotions.
- Working with Jessica Sanders on a comprehensive marketing plan for the department.
- The Jackson Theatre has just started an advertising campaign with WNCW in Western NC to promote all live shows taking place at the theatre.

- Organized and attended a meeting with Mitchell Calvin and Lori Powell to discuss Jackson Theatre needs on the jonesboroughtn.org and Jonesborough.com sites.
- In February we will be advertising in the Hometown Mailer, Tri-Cities Scene and Erwin Record to promote events at the Jackson Theatre.
- Working on finalizing a survey to send out to past ticket holders and e-newsletter email lists on specific types of programming, location demographics, arts/culture interests, etc.

Building Info:

- Continue to work with Rick Duvall on the 2nd floor/Stage Door HVAC needs.
- Working with Mike D'Avella on cosmetic touch ups needed around the theatre.
- Working with Mike D'Avella on quotes to add weights to our stage curtains, esthetic curtains in the auditorium, and updated flooring for the stage.

Staffing:

- Worked with Michelle Stewart on updates to our host/bartender, host, house manager, admin assistant/host job descriptions.

Additional Info:

- Organized and attended a meeting with Lori Powell and Ryan Nedrow (Heritage Alliance) to discuss a speaker for our screening of Glory, part of our 250th programming.
- Attended the January Jackson Theatre Board meeting on January 7th.
- Attended our January host/staff meeting with all Jackson Theatre staff present. Discussed: staff newsletter, upcoming events, time sheets, scheduling.
- Completed a slide show presentation for the JBO Ambassador program to be held at the JBO Senior Center.
- Organized and attended our March movie programming meeting with Lori Powell and Matt Gulley.
- Attended the January Director's meeting held at the Visitors Center.
- Organized and attended a meeting with Jay Stafford of Print Distribution to discuss distribution racks for a Jackson Theatre tri-fold brochure.
- Attended my regular monthly meeting with Mr. Rosenoff.
- Attended the January Main Street Board meeting.

- Worked with Mr. Rosenoff and Brandi Miller to complete our grant application for the Tennessee Arts Commission's Partnership Support Grant for 2026.
- Attended a meeting with Mr. Rosenoff, Sam Love and Tourism Department staff to discuss programming at the Jackson Theatre and the 2026 season of Music on the Square.
- Completed two facility rental tours/meetings to discuss upcoming rental potentials.
- Completed the meeting agenda for our February Jackson Theatre Board meeting.

Date: 1/30/26

To: Amber Crumley (for BMA meeting)

From: Lori Powell

Re: Assistant Operations Manager Report – period 1/2 through 1/30/26

- Marketing and Community Outreach:** Update the Jackson Journal monthly. Current Edition to be distributed 1st week of February:

Distributed Kelsey Walden/Gabe Lee and February movies posters to downtown Jonesborough locations.

Pulled zip code demographics for our 2025 patrons to use for our marketing strategic plan.

- Ticketing:** Entered movie events for February Thundertix, Google calendar and Jackson Theatre websites

NOW SHOWING AT THE JACKSON

FEbruary MOVIES

Wednesday, February 4 7pm
Thursday, February 5 7pm
Saturday, February 7 7pm
Sunday, February 8 7pm
Tuesday, February 10 7pm
Wednesday, February 11 7pm
Thursday, February 12 7pm
Saturday, February 14 7pm
Sunday, February 15 7pm
Wednesday, February 18 7pm
Thursday, February 19 7pm
Sunday, February 22 7pm
Wednesday, February 25 7pm
Thursday, February 26 7pm
Sunday, February 28 7pm

MARCH MOVIES

Sunday, March 4 7pm
Wednesday, March 4 7pm
Thursday, March 5 7pm
Friday, March 6 7pm
Wednesday, March 11 7pm
Sunday, March 12 7pm
Sunday, March 13 7pm
Wednesday, March 15 7pm
Wednesday, March 16 7pm
Wednesday, March 18 7pm
Wednesday, March 20 7pm
Saturday, March 21 7pm
Sunday, March 22 7pm
Wednesday, March 25 7pm
Wednesday, March 26 7pm
Thursday, March 27 7pm
Wednesday, March 29 7pm
Sunday, March 29 7pm

WINTER 2026

THE JACKSON JOURNAL

VOL. 11

Kelsey Walden & Gabe Lee Live at the Jackson Theatre – February 21

The Jackson Theatre welcomes acclaimed singer-songwriters Kelsey Walden and Gabe Lee on Saturday, February 21 at 7pm for an intimate evening of Americana, country, and storytelling.

Kelsey Walden has earned wide praise for her "self-penned compositions [with] the patina of authenticity" (Rolling Stone). Signed to John Prine's Oh Boy Records in 2019, she was the label's first new artist in 15 years. Her latest album, *Every Ghost*, confronts addiction, grief and personal growth, showcasing Walden's fearless songwriting and emotional honesty. She has toured with artists including Tyler Childers, Maren Morris, and Laura Marling, earned the title "Americana Cabinet" and was featured in the *Country Music Hall of Fame's American Currents* exhibit in 2024.

Gabe Lee launched his career after returning to Tennessee, quickly moving from dive bar gigs to high-profile opening slots with artists like Jason Isbell and Los Lobos. A natural storyteller, Lee blends roots to rock, country, and folk influences. His album *Drink the River* expands his songwriting beyond personal stories to reflect shared human experiences, aiming to bring listeners a little closer together.

LIVE MUSIC ON THE BALLAD HEALTH STAGE

FEBRUARY 6 AT 7:00 PM
Tennessee Department of
Tourism Development -
Tennessee Songwriters Week
Qualifying Round

FEBRUARY 27 AT 7:00 PM
Uptown Dueling Pianos

MARCH 7 AT 7:00 PM
Trey Hensley

TAKE A TOUR

Become a Marquee Supporter Member Today!

Scan to learn about member perks and price levels.

Interested in hosting a Rental Event? Contact us at: the.jackson.theatre@jonesboroughtn.org or 423.788.4509

STAY UP-TO-DATE ON WHAT'S HAPPENING AT THE JACKSON

SCAN TO SIGN UP FOR OUR E-NEWSLETTER

Event and Audience:

Live Events

- BHT Bryan White (Rental) - 159 tickets
- Chuck Brodsky concert was rescheduled to May 30 due to the winter storm. All tickets were contacted and exchanged/refunded

Movies

- The Patriot – America 250: 1776-2026 Series: 23 tickets
- Dog Man & Harry and the Hendersons – Family Series: 27 total tickets

- Duel – Horror Series: 10 tickets
- Back to the Future and Jurassic Park- 80' & 90's classics: 154 total tickets
- Queen Kelly & Sunset Boulevard – Speakeasy/Cinema Classics series: 31 total tickets
- Pale Rider- Western Series: 27 tickets
- The Hobbit – Audience Picks series: 31 tickets
- The Hobbit 2 & 3, How to Train Your Dragon, NeverEnding story will be rescheduled to a future date due to the winter storm. All ticket buyers have been contacted and refunded.

Submit the daily Thundertix deposit reports to Town's Financial Deposit.

Researched and ordered tap to pay terminal for ThunderTix, once received will install. This will help tremendously to speed up the process of door sales we get at our events. Our movie events often have 85% of the sales happening less than 15 minutes prior to the start of the movie.

- **Volunteer coordination;** Follow up emailing and recruiting, we currently have 53 people signed up on our volunteer list. Sign up for events here: [VOLUNTEER SIGN UP FOR JACKSON THEATRE SHOWS.xlsx](#) We plan to have a volunteer recruitment reception on April 11th to increase our volunteer list.
- **Meetings and Planning:** Attended several staff marketing, planning and programming meetings throughout the month. Also, with Six Rivers Media advertising meeting.
- **Total visitor counts** for December: 2850 and January: 846
- **Constant Contact:** (email mailing list) we have currently have 2049 sign up to receive our e-newsletter.
-
- **Day to Day operations:**
 - Created February host work schedule.
 - Concession/Merch (Clover) deposit reporting: Concessions, merchandise, rentals and donations: gross revenue for December \$25,537.86 and January \$8,885.69
 - Continue oversee alcohol sales and inventory spreadsheets for tax reporting
 - Continue to order office/building and concessions supplies, in the works to train our host April to take over supply ordering. Weekly trips to the bank for change for concession/box office. Pick up print jobs at Stafford Graphics. Ordered our February movies from Amazon.
 - Completed Title VI training
 - Worked evening events- 1/21 and Host Meeting on 1/8

Supervisor Report for January 2025

Senior Center

This year is off to a great start, 2026 is the year of travel. We have three big trips this year. Mackinac Island, Michigan, New England and Nova Scotia and Charleston at Christmas. In addition to that we are planning several local trips.

As we reflect on 2025, we are thankful for the 10th Anniversary of the Senior Center. The evening was enjoyed by so many, and we felt love and support from the whole community. We are grateful to Mayor Wolfe, Town Aldermen and Town Administration, for all your support, involvement and dedication to the Senior Center. We look forward to the future of the Center and what all will be accomplished in the next 10 years.

We received a second grant from Department of Disability and Aging for \$8,900 and we are working to purchase a Cardio Strider(bike) for fitness center and to add lighting in Lincoln Park.

We are excited that stained glass will be returning as a class to the Senior Center in the spring.

Our Faith Community Nurse, Gayle Hawley, RN is completing course work to become a Grief Share facilitator. This is a much-needed program that we will offer at the Senior Center in the spring.

We continue to be pleased with our service with Cintas. This has been a more efficient system, money saving and space saving alternative.

Lincoln Park

Christmas at Lincoln Park raised over \$4,000 this year and we had a great participation.

We will continue Art in the Park in conjunction with Parks and Recreation, a community painting night in the park for all ages.

We will resume all regular programming in Lincoln Park when the weather permits. We currently have three ongoing rentals, Monday, Tuesday and Thursday night using the Education Building for Yoga. These have been popular classes and good revenue.

I have included a monthly calendar.

Respectfully,



Mary Regen, Director

Monday	Tuesday	Wednesday	Thursday	Friday
2 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" 12:30P: BINGO sponsored by <u>AssureSource</u> 1P: Mahjong 1:30P: <u>Healthy Eating Every Day</u> - Classroom 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga	3 8A: Balance & Stretch 9A: Silver Sneakers Ener-Chi 9A: Lincoln Loopers 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: Movement w/ Intention 1P: Crochet Group - Classroom 1:30P: Knit Pickers 2P: Zumba Class 3P: Yogalates *5P: Flow & Yin Yoga - Group Fitness Room NEW TIME* 6:15P: <u>WERQ</u> - Group Fitness Room	4 9A: Silver Sneakers Classic 9:30A: Kindness Rock Painting - A&C Room 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: An Encouraging Word 1P: Scrabble 1:30P: Meditation with Lotus - in the Senior Center Classroom 2P: Fun Pump 2P-4:30P: Chess - in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	5 <u>WERQ</u> will not meet this evening 8A: Balance & Stretch 8A: Silver Sneakers Splash 9A: Silver Sneakers Ener-Chi 9:30A: Veteran's Meet & Greet - Arts & Crafts Room 10A: Cards & Games 10A-2P: Massage Therapy 10A: Gentle Yoga 1P: Bridge 1:30P: Jonesborough Dulcimer Players - in the Arts & Crafts Room 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing 6P: Join the Jam - in the Arts & Crafts Room	6 9A: 8-Ball Tournament 9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 1P: Joyful Women's Bible Study 1P: Beginner Double-Deck Pinochle 1P: Scrabble 1P: Parkour Silver 1:30P: ROOK
9 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" 12:30P: BINGO sponsored by <u>Abundant Christian Living</u> 1P: Mahjong 1:30P: <u>Healthy Eating Every Day</u> - Classroom 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga	10 8A: Balance & Stretch 9A: Silver Sneakers Ener-Chi 9A: Lincoln Loopers 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: Movement w/ Intention 1P: Trivia with Budds by Home Instead 1:30P: Knit Pickers 2P: <u>Alzheimer's TN</u> 2P: Zumba Class 2P-3P: General Technology Assistance 3P: Yogalates *5P: Flow & Yin Yoga - Group Fitness Room NEW TIME* 6:15P: <u>WERQ</u> - Group Fitness Room	11 9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 10:30A: "Fabric Ornaments with Maggie" - A&C Room 11A: Mid-South Financial Medicare Seminar - Music Room 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word 1:30P: Meditation with Lotus - in the Senior Center Classroom 2P: Fun Pump 2P-4:30P: Chess - in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	12 8A: Balance & Stretch 8A: Silver Sneakers Splash 9A: Silver Sneakers Ener-Chi 10A: Writers Group 10A: Cards & Games 10A-2P: Massage Therapy 10A: Gentle Yoga 10A: Bracelet Making Class: led by Olga Quick - A&C Room 1P: Bridge 1:30P: Jonesborough Dulcimer Players - in the Arts & Crafts Room 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing 6P: Join the Jam - in the Arts & Crafts Room 6:15P: <u>WERQ</u> - Group Fitness Room	13 9A: Silver Sneakers Classic 9:30A: Cooking Class with Mary & Tracy 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 1P: Joyful Women's Bible Study 1P: Beg. Double-Deck Pinochle 1P: Scrabble 1P: Parkour Silver 1:30P: ROOK 6P: Valentine's Dance - at the McKinney Center

Flip over, to see the rest of the month

<p>16</p> <p>CLOSED</p> 	<p>17</p> <p><i>Flow & Yin Yoga</i> will not meet this evening</p> <p>8A: Balance & Stretch 9A: Silver Sneakers Ener-Chi 9A: Lincoln Loopers *9:30A: Stitch Therapy 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: Movement w/ Intention 1:30P: Knit Pickers 2P: Zumba Class 3P: Yogalates 6:15P: WERQ - Group Fitness Room</p>	<p>18</p> <p>9A: Silver Sneakers Classic 10A-11:30A: Painting with Tania: 10A: Silver Sneakers Circuit 10A: Book Crazies 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word 1:30P: Meditation with Lotus – in the Senior Center Classroom 2P: Fun Pump 2P-4:30P: Chess – in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga</p>	<p>19</p> <p>8A: Balance & Stretch 8A: Silver Sneakers Splash 9A: Silver Sneakers Ener-Chi 9A: Funshine: 10A: Gentle Yoga 10A: Cards & Games 10A: Services for the Blind by the Dept of Human Services – in the Classroom 10A-2P: Massage Therapy 11A: Bus leaves for Lunch Bunch: 1P: Bridge 1:30P: Jonesborough Dulcimer Players – in the Arts & Crafts Room 2P: Kickboxing Class 3P: Yogalates 4:30P: Line Dancing 6P: Join the Jam – in the Arts & Crafts Room 6:15P: WERQ - Group Fitness Room</p>	<p>20</p> <p>9A: 9-Ball Tournament 9A: Silver Sneakers Classic 9:30A: Not Your Mother's Sewing Guild 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 1P: Joyful Women's Bible Study 1P: Beg. Double-Deck Pinochle 1P: Scrabble 1P: Parkour Silver 1:30P: ROOK</p>
<p>23</p> <p>8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" 12:30P: BINGO sponsored by Dillow-Taylor 1P: Mahjong 1:30P: Healthy Eating Every Day – Classroom 1:30P: ROOK 2P: Life Fit 3P: Gentle Yoga</p>	<p>24</p> <p>8A: Balance & Stretch 9A: Silver Sneakers Ener-Chi 9A: Lincoln Loopers 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: Movement w/ Intention 1:30P: Knit Pickers 2P: Zumba Class 2P-3P: General Technology Assistance 3P: Yogalates *3:30-5:30P: Coin Club -Music Room NEW TIME* *5P: Flow & Yin Yoga – Group Fitness Room NEW TIME* 6:15P: WERQ - Group Fitness Room</p>	<p>25</p> <p>9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 10:45A: Card Making with Donna Beckett - A&C Room 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word 1:30P: Meditation with Lotus – in the Senior Center Classroom 2P: Fun Pump 2P-4:30P: Chess – in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga</p>	<p>26</p> <p>8A: Balance & Stretch 8A: Silver Sneakers Splash 9A: Silver Sneakers Ener-Chi 9:30A-10:45A: Draw Your World: NEW CLASS by Tania Dirks in the Arts & Crafts Room 10A: Writers Group 10A: Cards & Games 10A-2P: Massage Therapy 10A: Gentle Yoga 1P: Bridge 1P: General Orthopedics by Meredith Neal of Appalachian Orthopedics & Neurosurgery – in the Classroom 1:30P: Jonesborough Dulcimer Players – in the Arts & Crafts Room 2P: Kickboxing Class 3P: Yogalates 4P: Advisory Board Meeting 4:30P: Line Dancing 6P: Join the Jam – in the Arts & Crafts Room 6:15P: WERQ - Group Fitness Room</p>	<p>27</p> <p>9A: Silver Sneakers Classic 9:30A: Bowling & Lunch 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 1P: Joyful Women's Bible Study 1P: Beginner Double-Deck Pinochle 1P: Scrabble 1P: Parkour Silver 1:30P: ROOK</p>
		<p>Calendar Key:</p> <p>...Closing Announcements or Altered Classes ... New or Infrequent Classes, or Special Events ... Trips ... Scheduled Activities meeting at Lincoln Park</p>		<p>CALENDAR UPDATED 1/29/26</p>



Town of Jonesborough

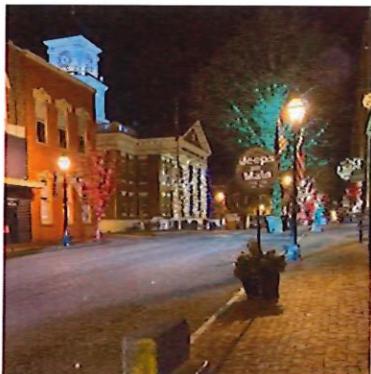
123 Boone Street
Jonesborough, TN 37659
Telephone (423) 753-1030
Fax (423) 753-1074

Jonesborough Solid Waste & Recycling | January 2026 Division Report

Weeks of January 1 - January 11

The first week of the new year began with a third of our team out for various medical events, so maintaining the day-to-day operations of our department became a little taxing. This combined with all three pieces of equipment for operating our brush yard being out of commission due to age, we were struggling to start off the new year on the right foot.

To assist the team recover I came in to help on multiple 5am downtown Monday and Thursday routes, taking notes along the way of the businesses leaving their waste in open sight. I will be diligently visiting these business owners to enforce our town ordinance, and to discuss options for managing their waste properly without bringing it into view of town guests.



As the week progressed, we began to stabilize and return to normal with team members back at work and two pieces of our brush yard equipment under repair. Our skid steer loader is a loss though with 8000 hours on it and will not be able to be repaired. We have since located a loaner from our wastewater team to continue selling and loading our mulch.

Week of January 12 - January 18

The second week of January began with a meetup with the trainer for my CDL B pre-trip inspection to gain my regular license. Everything went well, although due to the weather over the next few weeks finalizing the training so I can obtain my CDL B has not been possible.

Late last week I was contacted by Logan Prater, the new area representative for the First Tennessee Development District, or FTDD. After our introduction we discussed division needs for grant opportunities and scheduled a day to come out to view our operations and meet in person.



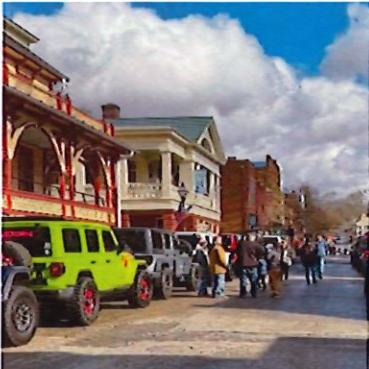
On Wednesday 01/14 we met in the field and spent the day riding out together, discussing our needs in Solid Waste while meeting with different department heads to discuss their needs as well.

When winding down the visit I agreed to join their quarterly APR (Annual Progress Report) board meeting on Wednesday 01/21 for county level regional Solid Waste leaders. Although not a requirement to do so, I believe it will be a great way to meet and collaborate with other area Solid Waste professionals.

To wrap up the week we had Matt Hensley from MTAS visiting for our monthly directors meeting, this time teaching Effective Feedback and Coaching which I enjoyed. On Saturday 01/17 the town hosted the annual Jeeps on Main and beef jerky tasting events, which although cold outside was a lot of fun too.

Week of January 19 - January 25

On Monday 01/19 we enjoyed the Martin Luther King Day holiday, with the following day off for my wife and I as we were both in Nashville for her follow up visit. With everyone finally back from PTO and the holiday mid week, we were finally able to get back to a normal operation.



Shortly after our backup driver Thomas Perry would require some additional PTO time, so I stepped in to again assist with our downtown 5am routes. Eventually Johnny Edwards would also come down with the flu, which required me to again tend to the downtown area and brush yard in their absence.

In the middle of the week, I attended the FTDD Solid Waste Directors APR meeting at their location in Johnson City. I was able to make a number of great connections, afterwards connecting for more one-on-one meetings with both Lewis Haynie, Solid Waste Director for Washington County and Angie Gilmer, Solid Waste & Recycling coordinator for Sullivan County.

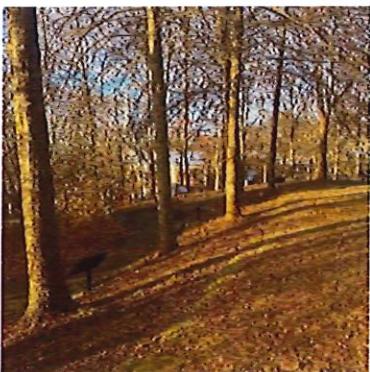


Both stressed the importance for me in joining the Tennessee Solid Waste Directors Association (<https://www.tswda.org/>) or TSWDA. Each offered to become my sponsor for joining the association, which I'm really looking forward to, as well as Ms. Gilmer inviting me to come and tour their new \$5MM recycling hub in Blountville. Cannot wait!

Week of January 26 – February 1

The final week of January we have been navigating some snow and cold weather events that have been disrupting our day to day operations.

For two weeks straight both Gary Miller and Jeff Davis have been behind on their Monday / Tuesday routes as it has snowed both weekends prior. We have managed to keep on track though with their diligence and hard work, plus communicating these disruptions in service with the public through our social media channels and town website.

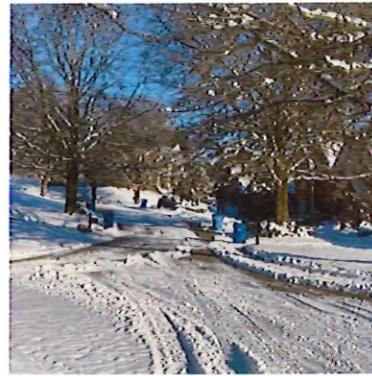


With these severe weather events and equipment issues, we have been behind with requests for our mulch but will quickly catch up with once the wet weather passes. This week without warning we also

lost our primary hauler for our #1 and #2 plastic recycling bins at our town convenience center, which we have been forced to close until further notice. I am confident though we can quickly find another cost-effective solution for opening it back up here soon, with a contingency plan in place for the future.



Material	Collected
PET #1 Bottles	11,775 lbs 282,600 units
HDPE #2 Containers - Mixed	4,075 lbs 32,600 units
HDPE #2 Containers - Colored	1,125 lbs 9,000 units
PET #1 Thermoforms	275 lbs 11,000 units



One of these solutions is to work closer with my two new partners at Washington and Sullivan County Solid Waste, who I have already been in contact with. Washington County Solid Waste director Lewis Haynie was also informed the same day as us that their five convenience centers would no longer be serviced by the same plastics hauler, so we will work together on a solution as a team.

Thank you.

Vincent Sicca



VINCE SICCA
Director, Solid Waste & Recycling
423-735-8890
vinces@jonesboroughtn.org
101 Britt Dr. Jonesborough, TN 37659
jonesboroughtn.org

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

Consent Agenda

DATE: February 9, 2026

AGENDA ITEM #: 7

SUBJECT: Jonesborough Locally Grown Special Event Requests: Farmers Market, Farm to Table, Third Thursday Burger Night, and Market and Mingle

BACKGROUND:

Attached are four (4) Special Events Permit Applications requested from Jonesborough Locally Grown (JLG) for events in 2026/2027 (Winter Farmers Market, Farm to Table, Third Thursday Burger Nights, and Market Mingle).

1. Farmers Market – JLG has submitted a Special Event Permit Application for the “Farmers Market” which 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.
2. Farm to Table 2026 – JLG has submitted a Special Event Permit Application and Special Event/Special Occasion Outdoor Use Permit Application for the “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.

3. Third Thursday Burger Nights – JLG has submitted a Special Events Permit Application for the “Third Thursday Burger Nights” to be 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.

4. **Market and Mingle** - JLG has submitted a Special Event Permit Application for a "Market and Mingle" on April 25, 2026. The hours of the event would be 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. Exhibit 3 identifies the safety measures necessary which have been submitted to Public Safety.

Proof of Insurance and Hold Harmless Agreement

Proof of insurance and the Hold Harmless Agreement have been received for all four special events.

RECOMMENDATION:

1. Approve the Special Event Permit Application for the JLG "Farmers Market" which 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.
2. Approve the Special Event Permit Application and Special Event/Special Occasion Outdoor Use Permit Application for the "Farm to Table" dinner on August 15, 2026, as presented.
3. Approve the Special Event Permit Application for the Third Thursday Burger Night 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. Also included is the Special Event/Special Occasion Outdoor Use Permit application 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.
4. Approve the Special Event Permit Application for a "Market and Mingle" on April 25, 2026. The hours of the event would be from 10:00 AM to 2:00 PM and includes a road closure request from 8:00 AM to 4:00 PM. The closure includes Main Street between 2nd Avenue and Fox Street.

JFM

Town Of Jonesborough, Tennessee

Special Event Permit Application

A Special Event is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.

12-402 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-403 Jonesborough Municipal Code

Person(s) completing Application		Date
Name	Deborah Byrd	1/9/26
Address	101 Boone Street	
	Jonesborough TN 37659	
Phone	919-641-0817	Fax _____
Email	debborah@jonesboroughlocallygrown.org jlg@jonesboroughlocallygrown.org	

Instructions:

- 1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.
- 2) Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.
- 3) The original application and your exhibits of the entire package should be filed with the Town Administrator's office at least 90 days in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

Sponsoring Organization Information:Name Jonesborough Locally GrownPurpose Jonesborough Locally Grown works to connect farmers, food, and the community to grow a vibrant local food system through Jonesborough Farmers Market, Boone Street Market, and various events.Is this a recurring Special Event? X Yes No

Special Events that are recurring require the annual approval of the Board of Mayor and Aldermen. This permit application shall provide a schedule for the term of a recurring event:

Every Saturday 5/2-10/31 except Jonesborough Days and Storytelling Festival weekends. Request to operate should either of these festivals be cancelled. Hours of operation: 8am-12noon; setup starting at 6am, clean up ending 1pm

Event Information:Name of Event Jonesborough Farmers Market

Description & Purpose of Event Weekly Saturday morning farmers market that gives local farmers, food producers, and small businesses an opportunity to sell farm and homemade products directly to consumers

Dates and hours of event 5/2-10/31 6am-1pm Estimated number expected to attend 425 each weekend

Estimated number of town citizens expected to either participate in and/or view the event 425

Is a request for public safety assistance included in your Security Plan attached as per the list of items below? Yes X No

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining the fact:

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
4. **Outline of your publicity plan** with examples of previous efforts, if available
5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.)
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

Request for Services from the Town of Jonesborough

Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

<input type="checkbox"/> Police and Security	<input checked="" type="checkbox"/> Refuse Collection	
<input type="checkbox"/> Street Cleaning	<input type="checkbox"/> Event Preparation/Beautification	
<input type="checkbox"/> Signage	<input type="checkbox"/> Parking	storage ongoing
<input checked="" type="checkbox"/> Use of facilities – Facility <u>downtown restrooms</u>	<input type="checkbox"/> Dates & Hours <u>restrooms 6a-1p</u>	<u>on operating Saturdays</u>
<input type="checkbox"/> Space and staffing needs		
<input checked="" type="checkbox"/> Communications and/or publicity		

* For each such service requested please provide a detailed description of your request as Exhibit 13

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: 1/9/26 Signature: Deborah Byrd
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

The undersigned certifies that the information contained in both this application and the attached exhibits is complete and accurate and further agrees to amend this application immediately if any such information changes. The undersigned understands the Board of Mayor and Aldermen may approve, reject or modify this request in whole or in part under the Jonesborough Municipal Code.

Please note, your application should include this form and 13 Exhibits

Date: 1/9/26 Signature: Deborah Byrd
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

FOR TOWN USE ONLY

Date Application Received: _____ **By** _____

STAFF REVIEW	Date	Initials	Approved/Disapproved	Attach Any Comments
Events Coordinator				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Police Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Street Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Recreation				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Solid Waste				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Administration				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No

Insurance Coverage Reviewed _____ / _____ / _____ **By** _____

Presented to BMA _____ / _____ / _____ **By** _____

Board Action _____ / _____ / _____ **Result** _____

Fee Estimate Levied for Additional Services _____ **Paid** _____ / _____ / _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 1 day of January, 2026, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Jonesborough Locally Grown,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

SECTION I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

SECTION II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorney's fees or court costs, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

SECTION V

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above

Organization: Jonesborough Locally Grown

By: Deborah Byrd

Printed Name: Deborah Byrd

Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Deborah Byrd, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Executive Director (title) of Jonesborough Locally Grown (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 9th of January, 2026.

Donna Freeman

NOTARY PUBLIC

My Commission Expires:

04-29-2026



32

31 parking spaces
at entrance

S. Cherokee and Courthouse Parking Lot

EXHIBIT 3

30

29

28

27

26

25

24

23

22

21

20

19

RAMP

Restrooms

INFORMATION BOOTH

1

2

3

4

5

MUSIC

6

7

8

9

10

NOT IN USE
Dumpsters

17

15

13

11

18

16

14

12

NOT IN USE

- = vehicle w/ trailer
- = pull-in w/vehicle - won't match exactly with spaces
- = information/kids activity/ sponsor booths
- = load-in
- = existing parking spaces

• **Required Exhibits to Event Application – Jonesborough Farmers Market 2026**

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
 - a. Located in the Stevenson Lot behind the Courthouse, which is county-owned
 - b. Have received permission from Mayor Grandy through Sherry Greene to continue to use this location including the four parking spots immediately at the entrance of the lot
4. Outline of publicity plan:
 - a. Weekly emailed newsletter – graphic example below
 - b. Possibly an electronic billboard ad – graphic example below
 - c. Social media posts – example below
 - d. Yard signs handed out to residents/customers - graphic example below
 - e. Directional signs placed along Main Street and the parking lot behind the Courthouse at the start of the market and picked up at the end
 - f. 'No Parking Saturdays 6 am to 1 pm' will be placed by market staff in parking lot on Fridays
 - g. 'No Parking Saturdays 6 am to 1 pm' will be placed by market staff in the four parking spaces immediately at the entrance of the parking lot on Fridays
5. Security plan – booth placement will be strategic as to allow for quick emergency access; no special assistance requested. Vendors with a load-in space will be asked to park in the back of the Courthouse parking lot to leave the first spaces for customers.
6. Emergency plan:
 - a. First aid kit and at least one cell phone to contact emergency services will be available at the information booth
 - b. Restrooms and vendor vehicles to be used as shelter in the case of severe weather; vendors will be instructed to ensure tents are weighted and lowered to prevent damage to non-market property
 - c. Vehicles within the market area during operation are not permitted to leave before 12 pm
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659.
 - b. Deborah Byrd, Executive Director, 919-641-0817
 - c. Jonesborough Farmers Market message line, 423-753-2401 (checked every few days)
 - d. Boone Street Market, 423-753-4722
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – these were at the 2025 markets; we anticipate a similar vendor list this year.
 - a. Three Sisters Conservers – Rhonda Yates | Over-Mountain Coffee Roasters – John and Lynne Waring
 - b. Green Pasture Farm – Merle Stoltzfus | Ranchito la Chiva – Jose Diaz
 - c. Bent Tree Spring Farm – Austin Yarber | Perry's Plants – Perry Phillips
 - d. Rosey Apiaries – Tim Hayes | Mountain Laurel Farmstead – Marion and Lori Powell
 - e. Trails End Flower Farm – Kathy Castleman | Curtis Farms – Dennis Curtis
 - f. Serenity Knoll Farm – David Wiley | SideLine Farms – Amy Colette
 - g. Blessed Creek Farm – Eric and Bridgett Gibian | Hartman Farms – Tiffany Hartman
 - h. Sweet Suzy Acres – Ashely Chambers | Meg's Munchies – Meg Mays
 - i. Serenity Now Homestead – Tess Argila | Farmhouse Gallery & Gardens – Pat Lynch
 - j. Hope Farms & Studios – Steve Mallory | Rogue Harbor Farm – Aubrey and Linda Raper
 - k. Ziegenwald Dairy – Jack Woodworth | Dominick's Garden – Dominick Haynes
 - l. Doe River Fungi – Bryce Callahan | Uncle Joe's Balms – Joe Little
 - m. Depot Street Orchard – Sandy Freschi | Rosie's Seeds – Lisa King
 - n. River Islands Farm – Carolyn Novak | Moonchild Blooms Flower Farm – Kasse Jones
 - o. Peace of D – Darlene Hatley | Fox & Ivy Design – Dianne Watson

- p. Sticky Paws Bakery – Betty Jo Bailey | The Singing Apron – Susan Greenelsh
- q. Foothill Frolic Farm – Allie McNeal | Carson Creek Farm – Debbie Starnes
- r. Sentelle's Homemade Sausage – Jimmy and Minnie Sentelle | Land Basket Farm – Kevin Jacobi
- s. Slowbird Bread/Leftfield Farm – Amy and Zane Abplanalp

10. Physical services provided by Town – none; all performed by market staff and volunteers

11. Clean-up plans – market staff and volunteers will ensure trash is picked up before leaving the area

12. Street closure request – n/a

13. Town services request:

- a. Refuse collection – market visitors may use public trash cans on the street and in the restrooms; request cans closest to market location and those in the restrooms be emptied before Saturday
- b. Request dumpsters in the lot be emptied as close to market day as possible to ensure no putrid smell etc. for vendors and customers
- c. Use of facilities – request the restrooms downtown behind the Courthouse be open from 6 am to 1 pm on operating Saturdays
- d. Communications and/or publicity – event details shared by Town's Website & Marketing Specialist; information dissemination coordinated by market staff

Newsletter and billboard example:



Social media example:



Jonesborough Farmers Market

October 25

Tomorrow, Saturday, October 26th, is our last summer farmers market of the year! We'll be behind the Courthouse in Downtown Jonesborough from 8 am to 12 pm. Don't let the forecast of light rain scare you away! There will be smooth tunes from Aaron Dingus Music, the Farmacy Fit and Farm Fresh Fit Walking Programs, chicken, pork, produce, bread, crafts, and more. Reminder to use your walking program tokens while there's still a good selection of produce!

Scheduled to appear are:

Backroad Boujee Lather
Bent Tree Spring Farm
Blessed Creek Farm
Degan Boutique
Doe River Fungi
Dominick's Garden
Farmhouse Gallery & Gardens
Fox & Ivy Design
Green Pasture Farm & Hatchery
Mountain Laurel Makers and Farmstead
Over-Mountain Coffee Roasters
Ranchito la Chiva
Rogue Harbor Farm
Rosy Apilares and Bee Farm
Sentelle's Homemade Sausage
Serenity Knoll Farm
Serenity Now Homestead
SLAP Farms
Slowbird Bread Co. and Leftfield Farm
Southern Comfort Embroidery
Sticky Paws Bakery - Gourmet Dog Treats
Woven Dreams
Ziegenwald Dairy

The smaller Winter Market in front of Boone Street Market starts on Saturday, November 2nd, from 9 am to 12 pm.



Yard sign example:

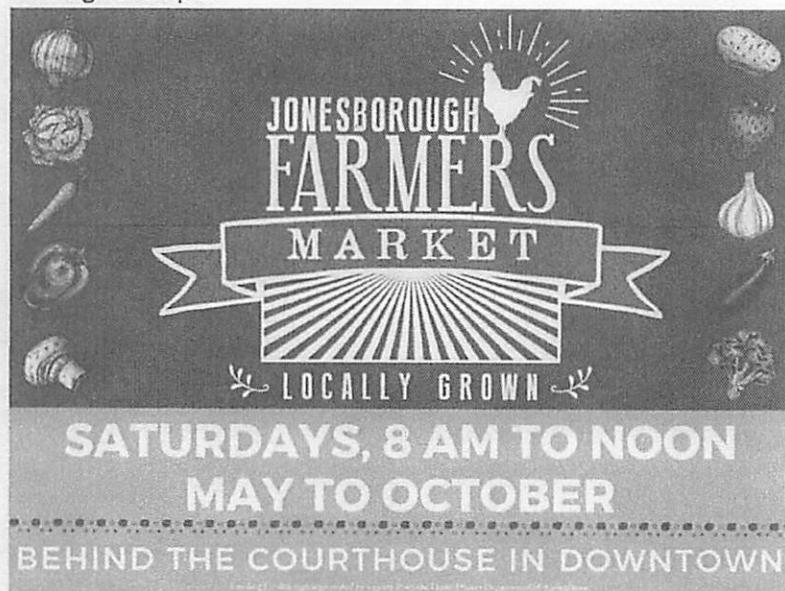


EXHIBIT 9 Anticipated Vendors

***These vendors participated in the 2025 market; a similar list is expected for 2026**

- Sentelle's Homemade Sausage – Jimmy and Minnie Sentelle
- Land Basket Farm – Kevin Jacobi
- Lazy Dog Farm - Whitney Marshall
- Blessed Creek Farm – Eric and Bridgett Gibian
- Serenity Now Homestead – Tess Argila
- Slowbird Bread + Leftfield Urban Farm – Zane Apblanalp
- Dominick's Garden – Dominick Haynes
- Ziegenwald Dairy – Jack Woodworth
- Rogue Harbor Farm – Linda and Aubrey Raper
- Farmhouse Gallery and Gardens – Pat, Robin, and Johnny Lynch
- Doe River Fungi – Bryce Callahan
- Sticky Paws Bakery – Betty Jo and Sean Bailey
- Serenity Knoll Farm – David Wiley
- Carson Creek Farms – Debbie Starnes
- Bent Tree Spring Farm – Austin and Serena Yarber
- Curtis Muscadine – Dennis Curtis
- Rosey Apiaries and Bee Farm – Tim Hayes and Kayla Scott
- Green Pasture Farm - Merle Stolzfus
- Rebel Hollow Farm – CJ Moore
- Three Sisters Conservers - Rhonda Yates
- The Singing Apron – Susan Greenelsh
- Hartman Farms - Tiffany Hartman
- Joyful Bee Flowers – Becki Hagar
- Moonchild Blooms – Kasse Jones
- Trails End Flower Farm = Kathi Castleman
- Perry's Plants - Perry Phillips
- The French Honeybee – Cecile Hines
- Mountain Laurel Makers - Lori and Marion Powell
- Dotson Farm - Tabitha Dotson
- The McKinney Center
- Faun Flora Forest School
- UT Extension

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 9 day of January, 2026, in the

City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned Locally Grown
(Name of Organization or Sponsor) Jonesborough
called "indemnitor," and The Town of Jonesborough, Tennessee, called "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitor. This agreement is attached as an exhibit to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's outdoor use of public property to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

Section I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the outdoor use outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the outdoor use, and agrees and covenants to indemnify Indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out of the outdoor use outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

Section II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the permit expires or is terminated by either party, including any period necessary for the indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorneys' fees or court costs, indemnitor agrees to reimburse indemnitee for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorneys' fees, or costs.

Section IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum on any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obliged to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

Section VI

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above.

Signature: Deborah Byrd

Printed Name: Deborah Byrd

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Deborah Byrd, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged executing the foregoing instrument for the purposes therein contained by signing the same.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 12th of January, 2026.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



TOWN OF JONESBOROUGH
OUTDOOR USE AREA PERMIT POLICY
TOWN RIGHT-OF-WAY: DOWNTOWN

(August 2011)

General The Town of Jonesborough recognizes the benefit and desirability of allowing residents and visitors certain accommodations involving outdoor activities on town right-of-way in the downtown historic district. The availability of outdoor seating at restaurants, or the presence of musical performance groups on sidewalks or other Town right-of-ways can be very beneficial in increasing socialization and quality of life, or enhancing business success and economic development. Said benefits, however, cannot be achieved at the expense of proper pedestrian mobility along Jonesborough's sidewalks, ADA accessibility, and any safety concerns. The following policy establishes the guidelines in which a Jonesborough business or organization may utilize a portion of town right-of-way to enhance business activity and quality of life:

Use Permit Required: A business, organization or other such entity will be required to obtain an Outdoor Use Permit to utilize a portion of town sidewalks or right-of-ways on an on-going basis to carry out a business or other such other activity along Main Street that requires the regular use of town property. Permits must be approved by the Board of Mayor and Aldermen.

Permit Not Required: Activities that are protected under the First Amendment, or that are short in duration and determined to not create a significant liability risk to the Town of Jonesborough are exempt from this permit process. Activities approved through the Special Event Permit process or sponsored by the Town of Jonesborough are exempt from this permit process unless on-premise consumption of alcohol is requested.

Examples of Permitted Activities: The following activities must apply for an Outdoor Use Permit before the activity is implemented:

- (1) Use of dining tables and chairs that are located within the town sidewalk or right-of-way area that are present on a regular basis, or that are used in association with a special event of 24 hours or less on which on-premises alcohol consumption is requested.
- (2) Placement of landscaping features including benches, larger planter structures or containers that are intended to be present for an extended period and not placed or provided by the Town.
- (3) Use of portable signage that takes up an area of more than 6 square feet on the sidewalk or right-of-way or that is placed in a location that may create safety concerns.

Required Exhibits to Event Application – BSM Burger Nights 2026

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – n/a
 - a. The event will be on the plaza next to BSM, which is covered in our lease. Plaza boundary photos are attached as Exhibit 3.
4. Outline of publicity plan:
 - a. Weekly emailed newsletter
 - b. Social media posts
5. Security plan:
 - a. Set up of roped area and musician tent will be arranged to allow at least 5 feet of pedestrian right-of-way.
 - b. Any alcohol consumed will be limited to roped area with several 'no alcohol beyond this point' signs posted prominently.
 - c. Will meet TABC requirements for consumption of alcohol over 5%.
6. Emergency plan:
 - a. First aid kit and landline/cell phone to contact emergency services will be available inside BSM.
 - b. The event will be canceled or outdoor seating will not be allowed if severe weather is predicted far enough in advance.
 - c. In the event of spontaneous severe weather, BSM will be used as an emergency shelter.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Deborah Byrd, Executive Director, 919-641-0817
 - c. Boone Street Market, 423-753-4722
 - d. David Phillips, BSM Manager, 423-747-3402
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – n/a
10. Physical services provided by Town – none; market staff and volunteers will set up any needed equipment
11. Clean-up plans – will be conducted by BSM staff and volunteers
12. Street closure request – n/a
13. Town services requested:
 - a. Communications and/or publicity – event details shared by Town's Website & Marketing Specialist; information dissemination coordinated by market staff



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Price and Ramey, Inc. 1524 Bridgewater Lane Suite 101 Kingsport TN 37660	CONTACT NAME: Rachael M Bates	
	PHONE (A/C No. Ext): (423) 246-6181 E-MAIL: pdaylon@priceramey.com	FAX (A/C No.): (423) 246-6384
INSURED Jonesborough Locally Grown 101 Boone Street Jonesborough TN 376591301 (423) 753-4744	INSURER(S) AFFORING COVERAGE	NAIC #
	INSURER A: Accident Fund Insurance	10166
	INSURER B: USI - US Liability Insurance G	
	INSURER C: Auto Owners Insurance Co	18988
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES		PA CERTIFICATE NUMBER: Cart ID 2791 (1)		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL/SUBR (NSD/WWD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	5003453800	10/28/2025	10/28/2026	EACH OCCURRENCE \$ 1,000,000
	GENL. AGGREGATE LIMIT APPLIES PER:					DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 300,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					MED EXP (Any one person) \$ 10,000
	OTHER:					PERSONAL & ADV INJURY \$ Included
	AUTOMOBILE LIABILITY					GENERAL AGGREGATE \$ 2,000,000
	ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					PRODUCTS - COMP/OP AGG \$ 2,000,000
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					Hired/Non-Owned Li \$ 1,000,000
	DED <input type="checkbox"/> RETENTIONS					COMBINED SINGLE LIMIT (Ex accident) \$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/>					BODILY INJURY (Per person) \$
	If yes, describe under DESCRIPTION OF OPERATIONS below					BODILY INJURY (Per accident) \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/>	Y/N N/A	WCP100031217	06/27/2025	06/27/2026	E.L. EACH ACCIDENT \$ 500,000
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Directors & Officers		NDO2556808	08/22/2025	08/22/2026	\$ 500,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)						
Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.						

CERTIFICATE HOLDER		CANCELLATION	
Town of Jonesborough 123 Boone Street Jonesborough TN 37659		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 	

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Town Of Jonesborough, Tennessee

Special Event Permit Application

A Special Event is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.

12-402 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-403 Jonesborough Municipal Code

12 www.servicestack.net/pip.aspx

Person(s) Completing Application

Date

Name Deborah Byrd

1/9/26

Address 101 Boone Street

Jonesborough TN 37659

Phone

919-641-0817

Fax

Email

deborah@jonesboroughlocallygrown.org

Instructions:

- 1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.
- 2) Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.
- 3) The original application and your exhibits of the entire package should be filed with the Town Administrator's office at least 90 days in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

Sponsoring Organization Information:Name Jonesborough Locally GrownPurpose Jonesborough Locally Grown works to connect farmers, food, and the community to grow a vibrant local food system through Jonesborough Farmers Market, Boone Street Market, and various events.Is this a recurring Special Event? Yes No

Special Events that are recurring require the annual approval of the Board of Mayor and Aldermen. This permit application shall provide a schedule for the term of a recurring event:

Dinner event held each August, weather permitting. 2026 date proposed is August 15, 2026.

Guests arrive around 6pm; set up begins at 2pm; take down ends at midnight 12am

Event Information:Name of Event Jonesborough Locally Grown Farm-to-Table DinnerDescription & Purpose of Event fundraising dinner to benefit Jonesborough Locally Grown.

The majority of food served is locally sourced, and guests are seated at a long harvest table on Main Street, Jonesborough.

Dates and hours of event 8/15/26 2pm-11:59pm Estimated number expected to attend 224Estimated number of town citizens expected to either participate in and/or view the event 300Is a request for public safety assistance included in your Security Plan attached as per the list of items below? X Yes No

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining the fact:

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
4. **Outline of your publicity plan** with examples of previous efforts, if available
5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.)
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

Request for Services from the Town of Jonesborough

Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be levied by the Town for additional services per the Municipal Code, see 12-1007)

<input checked="" type="checkbox"/> Police and Security	<input checked="" type="checkbox"/> Refuse Collection
<input checked="" type="checkbox"/> Street Cleaning	<input checked="" type="checkbox"/> Event Preparation/Beautification
<input checked="" type="checkbox"/> Signage	<input type="checkbox"/> Parking
<input checked="" type="checkbox"/> Use of facilities – Facility <u>ISC Plaza</u>	<u>Dates & Hours</u> <u>8/15/26 2pm-11:59pm</u>
<u>Space and staffing needs</u> _____	
<input checked="" type="checkbox"/> Communications and/or publicity	

* For each such service requested please provide a detailed description of your request as Exhibit 13

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: 1/9/26 Signature: Deborah Byrd
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

The undersigned certifies that the information contained in both this application and the attached exhibits is complete and accurate and further agrees to amend this application immediately if any such information changes. The undersigned understands the Board of Mayor and Aldermen may approve, reject or modify this request in whole or in part under the Jonesborough Municipal Code.

Please note, your application should include this form and 13 Exhibits

Date: 1/9/26 Signature: Deborah Byrd
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

FOR TOWN USE ONLY

Date Application Received: _____ **By** _____

STAFF REVIEW	Date	Initials	Approved/Disapproved	Attach Any Comments
Events Coordinator				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Police Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Street Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Recreation				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Solid Waste				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Administration				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No

Insurance Coverage Reviewed _____ / _____ / _____ **By** _____

Presented to BMA _____ / _____ / _____ **By** _____

Board Action _____ / _____ / _____ **Result** _____

Fee Estimate Levied for Additional Services _____ **Paid** _____ / _____ / _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 9 day of January, 2026, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Jonesborough Locally Grown,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

SECTION I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

SECTION II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorney's fees or court costs, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

SECTION V

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above

Organization: Jonesborough Locally Grown

By: Deborah Byrd

Printed Name: Deborah Byrd

Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Deborah Byrd, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Executive Director (title) of Jonesborough Locally Grown (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 9th of January, 20 26.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



ORDINANCE NO. 2005-16

**AN ORDINANCE ADOPTING A SPECIAL EVENTS PERMIT REQUIREMENT
FOR THE TOWN OF JONESBOROUGH AND ALSO REGULATING SPECIAL
EVENTS WITHIN THE TOWN OF JONESBOROUGH**

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

SECTION 1. That a new Chapter 4 shall be added to Title 12 of the Jonesborough Municipal Code and it shall read as follows:

- 12-401. **General.** Special Events sponsored by local groups, associations or individuals and taking place within the town limits impact public safety, solid waste collection, use of public streets and/or right-of-ways but often celebrate heritage, enhance community spirit, improve quality of life, support economic development and provide educational opportunities.
- 12-402. **"Special Event" defined.** A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations, and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof. Special Events may be one-time or recurring occasions.
- 12-403. **Special Event Permit Required.** Whenever any person, group, association, club, business, firm or corporation desires to sponsor a "special event", such person, group, association, club, business, firm, or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
- 12-404. **Permit application procedure.**
 - (1.) **Application.** Special Event permits will be issued only upon the submission of an application filed with the Town Recorder. Such application must contain the following information:
 - (a) Name, description, and purpose of event.
 - (b) Name and purpose of sponsoring organization.
 - (c) List of pre-events and post-events held in conjunction with the main event. (Including parade, fireworks, etc.)
 - (d) Days and hours of event.

TOWN OF JONESBOROUGH

SPECIAL EVENT / SPECIAL OCCASION OUTDOOR USE PERMIT APPLICATION

Jonesborough Locally Grown 101 Boone Street Jonesborough TN 423-753-4722

Organization Name _____ Address _____ Telephone _____

Representative's Name: Deborah Byrd

Representative Telephone: 919-641-0817 Email: deborah@jonesboroughlocallygrown.org; jlg@jonesboroughlocallygrown.org

Non-Profit Yes No _____

Main Street Catering 201 Spring Street Jonesborough 423-753-0353

Restaurant Name _____ Address _____ Telephone / Cell # _____

Breelyn Bomba 423-571-7004

Owner's Name _____ Telephone / Cell # _____

Mailing Address: 210 Spring Street

breelyn@mainstreetcatering.net

Jonesborough TN 37659 Email Address

Date of Request: 8/15/26

Describe Intended Activity: Annual farm to table benefitting JLG. Showcases local food and farmers at a seated dinner on Main Street, in front of the courthouse.

Describe equipment, structures, furnishings, etc. to be used: Tables, chairs, tents, serving utensils, and dishware provided by JLG and Main Street Catering.

Special Event/Special Occasion Boundary

Describe: Straw bales will be placed on the perimeter of the seating area to denote the alcohol boundary.

Schematic of area with boundary attached? Yes _____ No _____

Describe how proceeds or event will benefit community: The majority of the food served will be purchased from local farmers. All event income will support the operation of Jonesborough Farmers Market and Boone Street Market

Describe how alcohol will be served: in compliance with TABC Special Occasion permit

When will the ABC Special Occasion Permit be submitted: by July 1, 2026

Which non-profit will be submitting the ABC application: International Storytelling Center

How will the Special Event/Special Occasion boundaries be established so that all alcohol consumption will take place within the approved area: straw bales as perimeter with verbal announcements that the bales are the alcohol boundary. Staff/volunteers will supervise guests to ensure they do not exit perimeter with alcohol.

How will the area be marshaled: By ABC servers, staff, and event volunteers

How will the legal age of consumers be monitored: Tickets are sold only to guests over 21 years of age

How are participants identified: All participants must check in and are seated at the table

Who are the contact people during the event, and whom does the Police contact if communication is required: Breelyn Bomba or Deborah Byrd

How can the contacts above be located during the event: one or both will be near the courthouse and by cell phone

Phone #(s): Breelyn: 423-571-7004

Deborah 919-641-0817

Has proof of liability insurance been provided?

Yes No

Town of Jonesborough been named co-insured?

Yes No

Date of Policy Term: From _____

To _____

Review by Town Attorney: _____

Signature

Date

Statement of Understanding: I have read the entire Town of Jonesborough Outdoor Use Policy. I understand and agree to abide by all requirements and conditions.

Deborah Byrd, Executive Director

Name / Title

Deborah Byrd
Signature

Jonesborough Locally Grown

Organization

1/9/26
Date

Breelyn Bomba, owner

Name / Title

Breelyn Bomba
Signature

Main Street Catering

Restaurant

1-9-2026
Date

Required Exhibits to Event Application – Farm to Table Dinner 2026

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
4. Outline of publicity plan
 - a. Weekly emailed newsletter
 - b. Social media posts
5. Security plan – long dining table will be set up in a way to accommodate emergency access; no special assistance requested except street closure
6. Emergency plan
 - a. In the case of inclement weather during the event, guests will be directed to shelter at the Storytelling Center.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Deborah Byrd, Executive Director, 919-641-0817
 - c. Breelyn Bomba, Main Street Catering Owner, 423-571-7004
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – n/a
10. Physical services provided by Town:
 - a. Any equipment or supplies necessary will be set up by Jonesborough Locally Grown staff and volunteers. This includes straw bales for alcohol boundary, tables, chairs, tents, etc.
 - b. Request a crew of 3-6 people to help clean up starting at 9:30 pm (especially loading tables and chairs back into the truck). This crew can be the Dirty Street Fighters, as listed in Exhibit 11 below, or another crew.
11. Clean-up plans – conducted by Jonesborough Locally Grown staff and volunteers. Assistance of the 'Dirty Street Fighters' is requested from 9:30-12 pm (or until clean-up is completed).
12. Street closure request (see Exhibit 3):
 - a. Request that Main Street between 2nd Ave. and Fox St. as well as East Courthouse Square and West Courthouse Square be closed from 2:30 pm to 12 am on the day of the event. If possible, please close East Courthouse Square to anyone except our staff and volunteers first.
13. Town services request:
 - a. Police and security – street closure and officer presence during the event (see Exhibit 3)
 - b. Street cleaning – request areas of the street to be closed are cleaned before 3 pm on the day of the event
 - c. Signage – 'no parking after 2 pm' signage posted on Main Street, East Courthouse Square, and West Courthouse Square in preparation for street closure
 - d. Use of facilities:
 - i. Request the restrooms behind the Courthouse be open from 2:30pm-12 midnight on the day of the event.
 - ii. Storytelling Center – plaza from 2:30-7:30 pm, restrooms 2:30-11 pm, and entire facility for emergency shelter
 - e. Communications and/or publicity – request assistance to send email notifications to downtown businesses and residents impacted by street closure. We will also communicate road closure plans to downtown business and residents through JAMSA and circulate a printed flier as a reminder.
 - f. Refuse collection – request public refuse cans emptied before 2 pm on the day of the event; no additional cans are required.
 - g. Event preparation/beautification – request use of straw bales to be used as alcohol boundary and contact information for Town employee to coordinate. Jonesborough Locally Grown staff and volunteers can place.

h. Staffing needs – assistance of the ‘Dirty Street Fighters’ or other crew is requested from 9:30-12 pm.

14. Letter of Permission from Town Administrator to use the street for TABC permit submission.

Exhibit 3



Request that Main Street between 2nd Ave. and Fox St. be closed for long harvest table (set up in front of the Courthouse) - light gray box

Request that East Courthouse Square (old farmers market location) be closed for food plating tents, with "no parking" signs placed. If possible, please close this first/as close to 2:00pm as possible to allow for unfettered access for our volunteers and staff. - light green box

Request that the part of West Courthouse Square/S. Cherokee between Main Street and the parking lot outlet between Mauk's and Crafty Peddler be closed for staff vehicle parking. Also requesting use of the parking spaces that fall within that boundary. - light blue box

- Barriers per discussions with Public Safety in 2025 (to change as necessary with final word from Public Safety and Streets):
 - double bollard barriers on each side of the event on Main Street
 - movable barrier at the private drive between the old Barrel House and Gabriel's Christmas
 - immovable barrier at N. Cherokee and Main Street, blocking traffic from N. Cherokee
 - immovable or movable barriers as needed at alleys, small street, and church accesses along Main Street between the Storytelling Center and 2nd Ave.
 - cones and sawhorses on each side of the Courthouse at our closures from the Courthouse parking lot



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Price and Ramey, Inc. 1524 Bridgewater Lane Suite 101 Kingsport TN 37660	CONTACT NAME: Rachael M Bates	
	PHONE: (423) 246-6181 (A/C No. Ext:) E-MAIL: pdayllen@priceramny.com	FAX (A/C No): (423) 246-6384
INSURED Jonesborough Locally Grown 101 Boone Street Jonesborough TN 376591301 (423) 753-4744	INSURER(S) AFFORDING COVERAGE INSURER A: Accident Fund Insurance	NAICS 10166
	INSURER B: USI - US Liability Insurance G	
	INSURER C: Auto Owners Insurance Co	18988
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES		PA CERTIFICATE NUMBER: Cert ID 2791 (1)		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADD'L SUBR NSD WWD	POLICY NUMBER	POLICY EFF. (MM/DD/YYYY)	POLICY EXP. (MM/DD/YYYY)	LIMITS
C	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	5003453800	10/28/2025	10/28/2026	EACH OCCURRENCE \$ 1,000,000
	GENL. AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:					DAMAGE TO RENTED PREMISES (Ex occurrence) \$ 300,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS Hired AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					PERSONAL & ADV (INJURY) \$ Included
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					GENERAL AGGREGATE \$ 2,000,000
	DED <input type="checkbox"/> RETENTION \$					PRODUCTS - COMP/OP AGG \$ 2,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NY) If yes, describe under DESCRIPTION OF OPERATIONS below					Hired/Non-Owned Li \$ 1,000,000
A	Y/N N/A	WCP100031217	06/27/2025	06/27/2026	COMBINED SINGLE LIMIT (Ex accident) \$	
					E.L. EACH ACCIDENT \$ 500,000	
B	Directors & Officers		NDO2556808	08/22/2025	08/22/2026	E.L. DISEASE - EA EMPLOYEE \$ 500,000
						E.L. DISEASE - POLICY LIMIT \$ 500,000
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.						
CERTIFICATE HOLDER			CANCELLATION			
Town of Jonesborough 123 Boone Street Jonesborough TN 37659			<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p>			

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Town Of Jonesborough, Tennessee

Special Event Permit Application

A Special Event is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.

12-402 Jonesborough Municipal Code

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12-403 Jonesborough Municipal Code

Person(s) completing Application

Date

Name **Deborah Byrd**

1/9/26

Address 101 Boone Street

Jonesborough TN 37659

Fax

Email deborah@jonesboroughlocallygrown.org

Instructions:

- 1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.
- 2) Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.
- 3) The **original** application and your exhibits of the entire package should be filed with the Town Administrator's office at least 90 days in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

Sponsoring Organization Information:

Name Jonesborough Locally Grown dba Boone Street Market

Purpose Jonesborough Locally Grown works to connect farmers, food, and the community to grow a vibrant local food system through Jonesborough Farmers Market, Boone Street Market, and various events.

Is this a recurring Special Event? Yes No

Special Events that are recurring require the annual approval of the Board of Mayor and Aldermen. This permit application shall provide a schedule for the term of a recurring event:

Third Thursday of the month May-September 2026; 5:30-7:30pm with setup earlier in the day

2026 dates: 5/21, 6/18, 7/16, 8/20, 9/17

Event Information:

Name of Event Burger Night

Description & Purpose of Event Monthly dinner event featuring local food from Boone Street Market with outdoor seating and live music (weather permitting). Includes consumption of beer sold by BSM

Dates and hours of event third Thursday, May-Sept 5:30-7:30pm Estimated number expected to attend 115

Estimated number of town citizens expected to either participate in and/or view the event 115

Is a request for public safety assistance included in your Security Plan attached as per the list of items below? Yes No

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining the fact:

- 1. Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
- 2. List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
- 3. Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
- 4. Outline of your publicity plan** with examples of previous efforts, if available
- 5. Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
- 6. Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
- 7. Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
- 8. Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
- 9. Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.)
- 10. A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
- 11. Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
- 12. Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

Request for Services from the Town of Jonesborough

Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be levied by the Town for additional services per the Municipal Code, see 12-1007)

<input type="checkbox"/> Police and Security	<input type="checkbox"/> Refuse Collection
<input type="checkbox"/> Street Cleaning	<input type="checkbox"/> Event Preparation/Beautification
<input type="checkbox"/> Signage	<input type="checkbox"/> Parking
<input type="checkbox"/> Use of facilities – Facility _____	<input type="checkbox"/> Dates & Hours _____
<input type="checkbox"/> Space and staffing needs _____	
<input checked="" type="checkbox"/> Communications and/or publicity	

* For each such service requested please provide a detailed description of your request as Exhibit 13

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: 1/9/26 Signature: Deborah Byrd
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

The undersigned certifies that the information contained in both this application and the attached exhibits is complete and accurate and further agrees to amend this application immediately if any such information changes. The undersigned understands the Board of Mayor and Aldermen may approve, reject or modify this request in whole or in part under the Jonesborough Municipal Code.

Please note, your application should include this form and 13 Exhibits

Date: 1/9/26 Signature: Deborah Byrd
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

FOR TOWN USE ONLY

Date Application Received: _____ **By** _____

STAFF REVIEW	Date	Initials	Approved/Disapproved	Attach Any Comments
Events Coordinator				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Police Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Street Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Recreation				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Solid Waste				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Administration				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No

Insurance Coverage Reviewed _____ / _____ / _____ **By** _____

Presented to BMA _____ / _____ / _____ **By** _____

Board Action _____ / _____ / _____ **Result** _____

Fee Estimate Levied for Additional Services _____ **Paid** _____ / _____ / _____

YARD 3201-1003

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 9 day of January, 2024, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Jonesborough Locally Grown,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

SECTION I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

SECTION II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorney's fees or court costs, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

SECTION V

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above

Organization: Jonesborough Locally Grown

By: Deborah Byrd

Printed Name: Deborah Byrd

Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Deborah Byrd, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Executive Director (title) of Jonesborough Locally Grown (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 9th of January, 2026.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



TOWN OF JONESBOROUGH

SPECIAL EVENT / SPECIAL OCCASION OUTDOOR USE PERMIT APPLICATION

Jonesborough Locally Grown

dba Boone Street Market

101 Boone Street Jonesborough TN 423-753-4722

Organization Name

Address

Telephone

Representative's Name: Deborah Byrd

Representative Telephone: 919-641-0817

Email: deborah@jonesboroughlocallygrown.org;
jlg@jonesboroughlocallygrown.org

Non-Profit Yes X No

Boone Street Market

101 Boone Street Jonesborough TN 423-753-4722

Restaurant Name

Address

Telephone / Cell #

David Phillips, manager

423-747-3402

~~Owner's Name~~
~~BSM manager~~

Telephone / Cell #

Mailing Address: 101 Boone Street

bsm@jonesboroughlocallygrown.org

Jonesborough TN 37659

Email Address

Date of Request: 5/21, 6/18, 7/16, 8/20, 9/17

Describe Intended Activity: Third Thursday Burger Nights featuring locally sourced burgers, outdoor seating, and live music.

Describe equipment, structures, furnishings, etc. to be used: Tables, umbrellas, tent, chairs, and boundary rope - all provided by Boone Street Market

Special Event/Special Occasion Boundary

Describe: Set up will allow for 5ft of pedestrian right-of-way, alcohol consumption will not be allowed outside the roped boundary marked with "no alcohol beyond this point" signs

Schematic of area with boundary attached? Yes No included as Exhibit 3 on
Special Event Permit application

Describe how proceeds or event will benefit community all event proceeds support Jonesborough Locally Grown and our work to promote the sales of local food through Jonesborough Farmers Market and Boone Street Market

Describe how alcohol will be served: in compliance with TABC laws

When will the ABC Special Occasion Permit be submitted: as needed per event

Which non-profit will be submitting the ABC application: Jonesborough Locally Grown

How will the Special Event/Special Occasion boundaries be established so that all alcohol consumption will take place within the approved area: roped perimeter with "no alcohol beyond this point" signs posted on the boundary

How will the area be marshaled: by Boone Street Market staff and volunteers

How will the legal age of consumers be monitored: verified by ID check at purchase

How are participants identified: by purchasing food

Who are the contact people during the event, and whom does the Police contact if communication is required: Deborah Byrd or David Phillips

How can the contacts above be located during the event: one or both will be on premises and/or by cell phone

Phone #(s): David 423-747-3402 Deborah 919-641-0817

Has proof of liability insurance been provided? Yes No

Town of Jonesborough been named co-insured? Yes No

Date of Policy Term: From _____ To _____

Review by Town Attorney: _____

Signature _____ Date _____

Statement of Understanding: I have read the entire Town of Jonesborough Outdoor Use Policy. I understand and agree to abide by all requirements and conditions.

Deborah Byrd, Executive Director Jonesborough Locally Grown

Name / Title Organization

Deborah Byrd 1/9/24

Signature Date

Name / Title Restaurant

Signature Date

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 9 day of January, 2026, in the
City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned Jonesborough
Locally Grown (Name of
Organization or Sponsor), called "indemnitor," and The Town of
Jonesborough, Tennessee, called "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitor. This agreement is attached as an exhibit to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's outdoor use of public property to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

Section I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the outdoor use outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the outdoor use, and agrees and covenants to indemnify Indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out of the outdoor use outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

Section II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the permit expires or is terminated by either party, including any period necessary for the indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorneys' fees or court costs, indemnitor agrees to reimburse indemnitee for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorneys' fees, or costs.

Section IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum on any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obliged to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

Section VI

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above.

Signature: Deborah Byrd

Printed Name: Deborah Byrd

STATE OF TENNESSEE

COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Deborah Byrd, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged executing the foregoing instrument for the purposes therein contained by signing the same.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 9th of January, 20 26.

Donna Freeman

NOTARY PUBLIC

My Commission Expires:

04-29-2026



TOWN OF JONESBOROUGH
OUTDOOR USE AREA PERMIT POLICY
TOWN RIGHT-OF-WAY: DOWNTOWN

(August 2011)

General The Town of Jonesborough recognizes the benefit and desirability of allowing residents and visitors certain accommodations involving outdoor activities on town right-of-way in the downtown historic district. The availability of outdoor seating at restaurants, or the presence of musical performance groups on sidewalks or other Town right-of-ways can be very beneficial in increasing socialization and quality of life, or enhancing business success and economic development. Said benefits, however, cannot be achieved at the expense of proper pedestrian mobility along Jonesborough's sidewalks, ADA accessibility, and any safety concerns. The following policy establishes the guidelines in which a Jonesborough business or organization may utilize a portion of town right-of-way to enhance business activity and quality of life:

Use Permit Required: A business, organization or other such entity will be required to obtain an Outdoor Use Permit to utilize a portion of town sidewalks or right-of-ways on an on-going basis to carry out a business or other such other activity along Main Street that requires the regular use of town property. Permits must be approved by the Board of Mayor and Aldermen.

Permit Not Required: Activities that are protected under the First Amendment, or that are short in duration and determined to not create a significant liability risk to the Town of Jonesborough are exempt from this permit process. Activities approved through the Special Event Permit process or sponsored by the Town of Jonesborough are exempt from this permit process unless on-premise consumption of alcohol is requested.

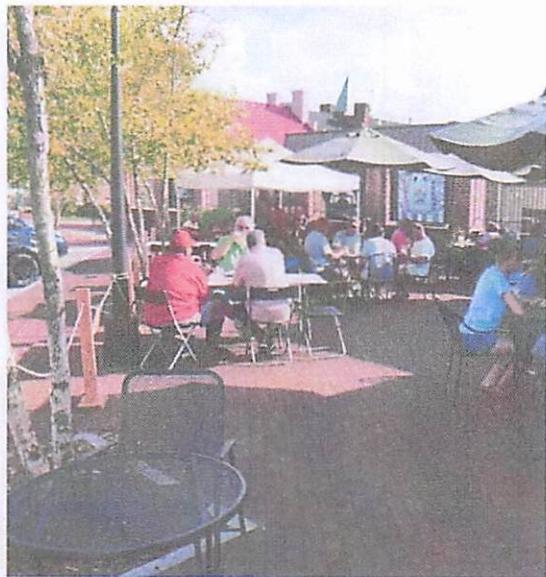
Examples of Permitted Activities: The following activities must apply for an Outdoor Use Permit before the activity is implemented:

- (1) Use of dining tables and chairs that are located within the town sidewalk or right-of-way area that are present on a regular basis, or that are used in association with a special event of 24 hours or less on which on-premises alcohol consumption is requested.
- (2) Placement of landscaping features including benches, larger planter structures or containers that are intended to be present for an extended period and not placed or provided by the Town.
- (3) Use of portable signage that takes up an area of more than 6 square feet on the sidewalk or right-of-way or that is placed in a location that may create safety concerns.

Required Exhibits to Event Application – BSM Burger Nights 2026

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – n/a
 - a. The event will be on the plaza next to BSM, which is covered in our lease. Plaza boundary photos are attached as Exhibit 3.
4. Outline of publicity plan:
 - a. Weekly emailed newsletter
 - b. Social media posts
5. Security plan:
 - a. Set up of roped area and musician tent will be arranged to allow at least 5 feet of pedestrian right-of-way.
 - b. Any alcohol consumed will be limited to roped area with several 'no alcohol beyond this point' signs posted prominently.
 - c. Will meet TABC requirements for consumption of alcohol over 5%.
6. Emergency plan:
 - a. First aid kit and landline/cell phone to contact emergency services will be available inside BSM.
 - b. The event will be canceled or outdoor seating will not be allowed if severe weather is predicted far enough in advance.
 - c. In the event of spontaneous severe weather, BSM will be used as an emergency shelter.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Deborah Byrd, Executive Director, 919-641-0817
 - c. Boone Street Market, 423-753-4722
 - d. David Phillips, BSM Manager, 423-747-3402
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – n/a
10. Physical services provided by Town – none; market staff and volunteers will set up any needed equipment
11. Clean-up plans – will be conducted by BSM staff and volunteers
12. Street closure request – n/a
13. Town services requested:
 - a. Communications and/or publicity – event details shared by Town's Website & Marketing Specialist; information dissemination coordinated by market staff

BSM Burger Nights Exhibit 3



These photos show the boundary ropes and 'no alcohol beyond this point' signs that are set up each Burger Night as well as the 10' x 10' canopy set up as the musician tent.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Price and Ramey, Inc. 1524 Bridgewater Lane Suite 101 Kingsport TN 37660	CONTACT NAME: Rachael M Bates	FAX (A/C No.): (423) 246-6384
	PHONE (A/C No. Ext.): (423) 246-6181 E-MAIL ADDRESS: pdavillon@priceramey.com	
INSURED Jonesborough Locally Grown 101 Boone Street Jonesborough TN 376591301 (423) 753-4744	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Accident Fund Insurance	NAIC # 10116
	INSURER B: USI - US Liability Insurance G	
	INSURER C: Auto Owners Insurance Co	18988
	INSURER D:	
	INSURER E:	
INSURER F:		

COVERAGES

PA CERTIFICATE NUMBER: Cert. ID: 2791 (1)

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.												
INSR LTR	TYPE OF INSURANCE		ADD'L SUBR (NSD/WWD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS					
C	COMMERCIAL GENERAL LIABILITY		Y	5003453800	10/28/2025	10/28/2026	EACH OCCURRENCE	\$ 1,000,000				
	CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ex occurrence)	\$ 300,000				
							MED EXP (Any one person)	\$ 10,000				
							PERSONAL & ADV INJURY	\$ Included				
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	\$ 2,000,000				
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG	\$ 2,000,000				
	OTHER:						Hired/Non-Owned Li	\$ 1,000,000				
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ex accident)	\$				
	ANY AUTO		BODILY INJURY (Per person)	\$								
	OWNED AUTOS ONLY		BODILY INJURY (Per accident)	\$								
	HIRED AUTOS ONLY		PROPERTY DAMAGE (Per accident)	\$								
				\$								
				\$								
	UMBRELLA LIAB		EACH OCCURRENCE	\$								
	EXCESS LIAB		AGGREGATE	\$								
				\$								
	DED RETENTION S			\$								
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		N/A	WCP100031217	06/27/2025	06/27/2026	X PER STATUTE	OTHR				
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$ 500,000				
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$ 500,000				
							E.L. DISEASE - POLICY LIMIT	\$ 500,000				
	Directors & Officers											\$ 500,000
												\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACCORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.

CERTIFICATE HOLDER

CANCELLATION

Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

ACORD 25 (2016/03)

The ACORD name and logo are registered marks of ACORD.

W.M.

Town Of Jonesborough, Tennessee

Special Event Permit Application

A Special Event is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.

12-402 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-403 Jonesborough Municipal Code

Person(s) completing Application

Date

Name **Deborah Byrd**

1/9/26

Address 101 Boone Street

Jonesborough TN 37659

Phone

919-641-0817

Fax

Email

deborah@jonesboroughlocallygrown.org

jlgP:jonesborough locally grown, org

Instructions:

- 1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.
- 2) Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.
- 3) The original application and your exhibits of the entire package should be filed with the Town Administrator's office at least 90 days in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

Sponsoring Organization Information:Name Jonesborough Locally GrownPurpose Jonesborough Locally Grown works to connect farmers, food, and the community to grow a vibrant local food system through Jonesborough Farmers Market, Boone Street Market, and various events.Is this a recurring Special Event? Yes No

Special Events that are recurring require the annual approval of the Board of Mayor and Aldermen. This permit application shall provide a schedule for the term of a recurring event:

Event Information:Name of Event Market & Mingle April 25, 2026Description & Purpose of Event As a kickoff event to the farmers market season, JLG vendorsdowntown merchants, and other community partners are invited to set up a booth to meet the community. Local food sampling event on ISC plaza as part of the event. Live music on courthouse stepsDates and hours of event 4/25/26 10am-2pm Estimated number expected to attend 500
Street Closure 8am-4pmEstimated number of town citizens expected to either participate in and/or view the event 500Is a request for public safety assistance included in your Security Plan attached as per the list of items below? X Yes No

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining the fact:

- 1. Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
- 2. List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
- 3. Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
- 4. Outline of your publicity plan** with examples of previous efforts, if available
- 5. Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
- 6. Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
- 7. Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
- 8. Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
- 9. Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.)
- 10. A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
- 11. Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
- 12. Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

Request for Services from the Town of Jonesborough

Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

<input checked="" type="checkbox"/> Police and Security	<input checked="" type="checkbox"/> Refuse Collection
<input checked="" type="checkbox"/> Street Cleaning	<input checked="" type="checkbox"/> Event Preparation/Beautification
<input checked="" type="checkbox"/> Signage	<input type="checkbox"/> Parking
<input checked="" type="checkbox"/> Use of facilities – Facility <u>restrooms, ISC Plz</u>	Dates & Hours <u>4/25/26 8am-4pm</u>
Space and staffing needs <u>will work with ISC staff for space rental</u>	
<input checked="" type="checkbox"/> Communications and/or publicity	

* For each such service requested please provide a detailed description of your request as Exhibit 13

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

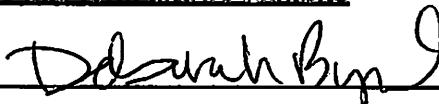
I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: 1/9/26 Signature: 
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

The undersigned certifies that the information contained in both this application and the attached exhibits is complete and accurate and further agrees to amend this application immediately if any such information changes. The undersigned understands the Board of Mayor and Aldermen may approve, reject or modify this request in whole or in part under the Jonesborough Municipal Code.

Please note, your application should include this form and 13 Exhibits

Date: 1/9/26 Signature: 
Print Name: Deborah Byrd
Title: Executive Director

Witness: _____

FOR TOWN USE ONLY

Date Application Received: _____ **By** _____

STAFF REVIEW	Date	Initials	Approved/Disapproved	Attach Any Comments
Events Coordinator				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Police Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Fire Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Street Dept.				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Recreation				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Solid Waste				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No
Administration				Comments <input type="checkbox"/> Yes <input type="checkbox"/> No

Insurance Coverage Reviewed _____ / _____ / _____ **By** _____

Presented to BMA _____ / _____ / _____ **By** _____

Board Action _____ / _____ / _____ **Result** _____

Fee Estimate Levied for Additional Services _____ **Paid** _____ / _____ / _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 9 day of January, 2026, in
the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Jonesborough Locally Grown,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

SECTION I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

SECTION II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorney's fees or court costs, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

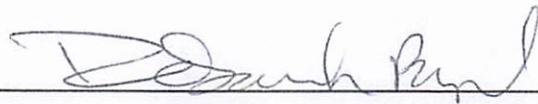
SECTION V

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above

Organization: Jonesborough Locally Grown

By: 

Printed Name: Deborah Byrd

Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Deborah Byrd, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Executive Director (title) of Jonesborough Locally Grown (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 9th of January, 2026.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026

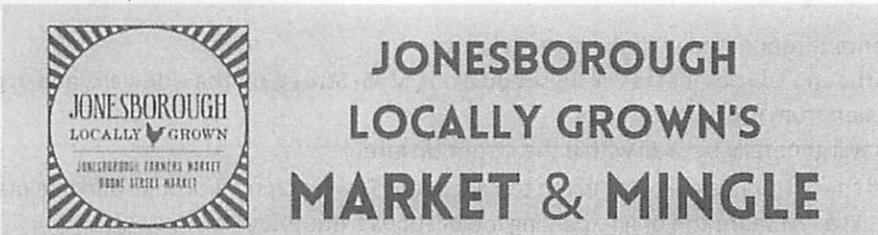


Required Exhibits to Event Application – Market and Mingle 2026 – April 25, 10 am to 2 pm

1. Hold Harmless Agreement – included with application.
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
 - a. A more detailed map may be available upon request. Details are still being finalized.
4. Outline of publicity plan
 - a. Weekly emailed newsletter in The Locally Grown Beet (example on page 2)
 - b. Social media posts and boosted Facebook event (<https://www.facebook.com/events/7573216799407840>) leading up to the event
 - c. Website page with information (<https://www.jonesboroughlocallygrown.org/market-and-mingle-2025>)
 - d. Flyers at the Winter Market information booth and Boone Street Market
5. Security plan
 - a. Police presence is requested with the street closure.
 - b. Vendor booths and special guests will be set up along Main Street, on the sidewalk, and in grassy areas with permission from property owners.
 - c. Pedestrians will generally be well within the street closure.
 - d. Vendors and special guests will be directed to park in the Town of Jonesborough parking lots behind the Courthouse. We will share the online parking lot locations frequently (<https://jonesborough.com/parking-in-jonesborough/>). No special vendor parking passes will be issued. Vendors will be directed to travel in one direction when loading and unloading to ensure personal safety.
 - e. No special assistance requested except street closure.
6. Emergency plan
 - a. In the case of inclement weather during the event, guests will be directed to shelter at the Storytelling Center.
 - b. First aid services or stations will not be available. If there is an emergency, EMS will be called immediately.
 - c. Emergency communication will be done through cell phones.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Deborah Byrd, Executive Director - cell 919-641-0817 – event coordinator
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – see graphic from The Locally Grown Beet e-newsletter on page 2. This list serves as an example for the vendors to be invited in 2026.
10. Physical services provided by Town
 - a. Any equipment or supplies necessary will be set up by Jonesborough Locally Grown staff and volunteers and vendors. This includes tables, chairs, tents, etc.
 - b. Request that either the existing trash bins be emptied before the event or 2-3 empty trash bins be placed should we need them. We do not anticipate producing a lot of trash.
 - c. Street closure from 8 am to 4 pm. Vendors will need to pull into the event area, unload, and park at the beginning of the event and pull into the event area, load, and leave. Volunteers/staff request to be able to move and immediately replace bollards and/or sawhorses.
11. Clean-up plans – conducted by Jonesborough Locally Grown staff and volunteers.
12. Street closure request (see Exhibit 3):
 - a. Request that Main Street between 2nd Ave. and Fox St. be closed from 8 am to 4 pm on the day of the event. Should our cleanup efforts progress faster than anticipated, the street may be reopened sooner.
13. Town services request:
 - a. Police and security – street closure and officer presence during the event (see Exhibit 3)
 - b. Street cleaning – request areas of the street to be closed are cleaned prior to the event.

- c. Signage – request ‘no parking’ signs be placed on Friday April 24th in the street closure areas to more easily facilitate closure and vendor set up.
- d. Use of facilities:
 - i. Request the restrooms behind the Courthouse be open 8 am to 4 pm the day of the event.
 - ii. Storytelling Center – restrooms, plaza and facility for emergency shelter from 8 am to 4 pm
- e. Communications and/or publicity – request assistance to send email notifications to downtown businesses and residents impacted by street closure. We will also communicate road closure plans to downtown business and residents through JAMSA and circulate a printed flier as a reminder.
- f. Refuse collection – request public refuse cans emptied before 8 am on the day of the event; 2-3 additional bins are requested.

Graphic circulated in The Locally Grown Beet:



Join us for a kickoff for the 2025 farmers market season - and a great community event!

A celebration with vendors, food, music, demonstrations and a silent auction benefiting Jonesborough Farmers Market and Boone Street Market.

Scheduled Vendors

Anima Fungi	Mountain Laurel Farmstead
Baked and Glazed	Over-Mountain Coffee Roasters
Bent Tree Spring Farm	Rosey Apiaries and Bee Farm
Blessed Creek Farm	Sentelle's Homemade Sausage
Cocoa Bean & Butter Chocolate	Serenity Now
Doe River Fungi	Southern Comfort Embroidery
Dawn Treader Bakery	Sticky Paws Bakery
Degan Boutique	Sweet Suzy Acres
Fairwinds Farm	The Singing Apron
Farmhouse Gallery & Gardens	Three Sisters Conservers
Farmhouse Ironworks	Uncle Joe's Balms
GEO Farms	Special Guests:
Green Pasture Farm and Hatchery	Chef James Allen
Hartman Farms	Curtis Buchanan
Hoodley Creek Farm	Jenny & the Weazels
Huckleberry Moon Farm	The Jonesborough Novelty Band

Exhibit 3



Request that Main Street between 2nd Ave. and Fox St. be closed 8 am to 4 pm for vendor booths- light gray box. Should our cleanup progress faster than possible, the street can reopen earlier than 4 pm.

- Barriers per discussions with Public Safety in 2025 (to change as necessary with final word from Public Safety and Streets):
 - double bollard barriers on each side of the event on Main Street
 - movable barrier at the private drive between the old Barrel House and Gabriel's Christmas
 - immovable barrier at N. Cherokee and Main Street, blocking traffic from N. Cherokee
 - immovable or movable barriers as needed at alleys, small street, and church accesses along Main Street between the Storytelling Center and 2nd Ave.
 - cones and sawhorses on each side of the Courthouse at our closures from the Courthouse parking lot



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

01/08/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFRS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(es) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Price and Ramey, Inc. 1524 Bridgewater Lane Suite 101 Kingsport TN 37660	CONTACT NAME: Rachael M Bates	
	PHONE (A/C No. Ext): (423) 246-6181	FAX (A/C No.): (423) 246-6384
INSURED Jonesborough Locally Grown 101 Boone Street Jonesborough TN 376591301 (423) 753-4744	E-MAIL ADDRESS: pdaylon@priceramey.com	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURER A: Accident Fund Insurance	10166
	INSURER B: USI - US Liability Insurance G	
	INSURER C: Auto Owners Insurance Co	18988
	INSURER D:	
INSURER E:		
INSURER F:		

COVERAGES PA CERTIFICATE NUMBER: Cert ID 2791 (1) REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INS'D WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	5003453800	10/28/2025	10/28/2026	EACH OCCURRENCE	\$ 1,000,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:					DAMAGE TO RENTED PREMISES (Per occurrence)	\$ 300,000	
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					MED EXP (Any one person)	\$ 10,000	
	OTHER:					PERSONAL & ADV INJURY	\$ Included	
AUTOMOBILE LIABILITY					GENERAL AGGREGATE	\$ 2,000,000		
ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					PRODUCTS - COMPROP AGG	\$ 2,000,000		
UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE					Hired/Non-Owned Li	\$ 1,000,000		
DED RETENTION S					COMBINED SINGLE LIMIT (Per accident)	\$		
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/>	N/A	WCP100031217	06/27/2025	06/27/2026	EACH OCCURRENCE	\$	
	MANDATORY IN NH If yes, describe under DESCRIPTION OF OPERATIONS below					AGGREGATE	\$	
						PER STATUTE	OTH-ER	
						E.L. EACH ACCIDENT	\$ 500,000	
						E.L. DISEASE - EA EMPLOYEE	\$ 500,000	
B	Directors & Officers		NDO2556808	08/22/2025	08/22/2026	E.L. DISEASE - POLICY LIMIT	\$ 500,000	
							\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.

CERTIFICATE HOLDER

CANCELLATION

Town of Jonesborough 123 Boone Street Jonesborough TN 37659	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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

DATE: February 9, 2026 **AGENDA ITEM #:** 8 Consent Agenda

SUBJECT: Special Event – Mill Spring Makers Faire

BACKGROUND:

Melinda Copp of the Mill Springs Makers Market is requesting a Special Event Permit to hold the Mill Spring Makers Faire on Saturday, May 16, 2026, from 10:00am to 4:00pm (Spring Event) and Saturday, December 5, 2026, from 10:00am to 4:00pm (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. The following are the other services requested for approval as part of the application:

- Policy and Security
- Street Cleaning
- Use of Mill Spring Park, May 16th and December 5th from 7am-6pm
- Communications and/publicity

The Town will need to provide approximately 6 trash cans and for the Town to pick up the trash collected. There is also a request to be able to use the parking lot of the Slemmons House, which should not be an issue. The Storytelling Resource Place agreement allows them to mark one space in that parking area for their use.

The Hold Harmless Agreement and Proof of Insurance have been received.

RECOMMENDATION:

Approve the Special Event Permit for the Mill Spring Makers Faire to be held on Saturday, May 16, 2026, from 10:00am to 4:00pm (Spring Event) and Saturday, December 5, 2026, from 10:00am to 4:00pm (Fall Event) at Mill Spring Park, including the request for road closure and town support services, as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.

12-402 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.

12-403 Jonesborough Municipal Code

Person(s) completing Application

Date

Name Melinda Copp

Jan.19,2026

Address 144 E. Main St.

Jonesborough, TN 37659

Phone (423) 302-8106 Fax _____

Email millspringmakers@gmail.com

Instructions:

- 1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.
- 2) Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.
- 3) The original application and your exhibits of the entire package should be filed with the Town Administrator's office at least 90 days in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

Sponsoring Organization Information:

Name Mill Spring Makers Market

Purpose Supporting the local arts by offering a retail location for artists and makers to sell their goods.

Is this a recurring Special Event? Yes No

Special Events that are recurring require the annual approval of the Board of Mayor and Aldermen. This permit application shall provide a schedule for the term of a recurring event:

Third Saturday in May

First Saturday in December

Event Information:

Name of Event Mill Spring Makers Faire

Description & Purpose of Event Outdoor market offering vendor space for local makers, artists and art demonstrations

Saturday, May 14 8

Dates and hours of event Dec. 5 110am-4pm Estimated number expected to attend 2,000

Estimated number of town citizens expected to either participate in and/or view the event 1,000

Is a request for public safety assistance included in your Security Plan attached as per the list of items below? Yes No

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining the fact:

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
4. **Outline of your publicity plan** with examples of previous efforts, if available
5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.)
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

**Mill Spring Makers Faire
Special Event Permit Application**

- 1. Hold Harmless Agreement-** See attached
- 2. List of pre-events and post-events-** None
- 3. Map with city streets-** Spring Street from Main to Franklin and Mill Spring Park is where the majority of the event will be held. We will also use the parking lot of the Slemmon's House and Mill Spring Park for vendor set-up along with the lawn at Central Christian Church.
- 4. Outline of your publicity plan-** Use PSA's and press releases through print, radio and television advertising, social media will also be strongly implemented.
- 5. Security Plan-** Library and Courthouse Parking lots will be recommended and used for attendees to park. With Spring Street and Mill Spring Park being the location for the event, pedestrians will be crossing on Main or Fox to get to the event so "pedestrian crossing" signs may be needed at the corner of Boone and Main and Fox and Main. We will also have a vehicle at the corner of Spring St at Main as a barricade.
- 6. Emergency Plan-** In the event of an emergency, dispatch will be called.
- 7. Event Sponsors List-** Mill Spring Makers Market is the sponsor of this event and the address is 144 E. Main St. Jonesborough, TN 37659 423-302-8186
- 8. Proof of your liability insurance-** Insurance has been requested from our provider and we will have the certificate 30 days prior to the event.
- 9. Anticipated vendors and concession booth list:** We will be hosting 60 local artists and makers which will each have a 10 X 10 booth space along with a local food truck.
- 10. A list of physical services for the event that will be provided by or contracted for by the event sponsor.**
We will be providing sound for music in the gazebo and setting up a children's makers area in the park. We have also requested extra trash cans for the event.
- 11. Clean-up Plan-** We will clean up the event area afterwards but will need trash to be collected by the town after.
- 12. Street Closure Request-** Spring Street from Main to Franklin starting on **Friday, May 15th & Friday, December 4th** at 5 pm or as soon as traffic allows and continuing until Saturday, May 16th and Saturday, December 5th around 6 pm. We need soft closure until the vendors all get set-up and a hard closure starting around 9 am on May 16th and December 5th.

13. Request for Services-

Police and Street Dept- Closing Spring Street from Main St to Franklin Ave
Soft closure until Saturday morning after all vendors get set-up, approx. 9 am.

Street Dept.- We would like to request the cleaning of Spring Street and the Slemmon's parking lot in preparation for the event.

Solid Waste Dept- Need approx. 6 trash cans dropped off in our parking lot behind 144 E. Main for the event and we will place throughout event grounds and have ready to empty after event back in parking lot.

Parks & Rec. Dept- We would like to request Mill Spring Park being mowed in preparation for the event.

Marketing Dept.- We would like to request publicity for the event in assisting with sending our PSA's and sharing social media posts leading up to the event.

Request for Services from the Town of Jonesborough

Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be levied by the Town for additional services per the Municipal Code, see 12-1007)

<input type="checkbox"/> Police and Security	<input checked="" type="checkbox"/> Refuse Collection
<input checked="" type="checkbox"/> Street Cleaning	<input checked="" type="checkbox"/> Event Preparation/Beautification
<input type="checkbox"/> Signage	<input checked="" type="checkbox"/> Parking
<input checked="" type="checkbox"/> Use of facilities – Facility <u>Mill Spring Gazebo</u>	Dates & Hours <u>May 16 Dec 5 } 7am-5pm</u>
<input type="checkbox"/> Space and staffing needs _____	
<input checked="" type="checkbox"/> Communications and/or publicity	

* For each such service requested please provide a detailed description of your request as Exhibit 13

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: Jan. 19, 2024 Signature: Melinda Copp
Print Name: Mel Copp
Title: Owner of Mill Spring Makers

Witness: _____

The undersigned certifies that the information contained in both this application and the attached exhibits is complete and accurate and further agrees to amend this application immediately if any such information changes. The undersigned understands the Board of Mayor and Aldermen may approve, reject or modify this request in whole or in part under the Jonesborough Municipal Code.

Please note, your application should include this form and 13 Exhibits

Date: Jan. 19, 2024 Signature: Mel Copp
Print Name: Melinda Copp
Title: Owner of Mill Spring Makers

Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 20th day of January, 20 26, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Mill Spring Makers,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

SECTION I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

SECTION II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorney's fees or court costs, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

SECTION V

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above

Organization: Mill Spring Makers

By: Melinda Copp
Printed Name: Melinda Copp
Title: Owner of Mill Spring Makers

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Melinda Copp, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Owner of Mill Spring
Maker's Market (title) of _____ (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 19th of January, 2026.

Donna Jaeman
NOTARY PUBLIC

My Commission Expires:

04-20-2026



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/28/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERs NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Steve Tolley 620 Suncrest Dr Gray, TN 37615	CONTACT NAME: Steve Tolley	
		PHONE: 423-467-8900 (AGC No. End):	FAX: (AGC No.):
		E-MAIL ADDRESS: Steve.Tolley@fbtn.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: Tennessee Farmers Mutual Ins Co	15245
INSURED	Melinda Copp 144 E Main St Jonesborough, TN 37659-1337	INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGEs		CERTIFICATE NUMBER:		REVISION NUMBER:		
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LTR	TYPE OF INSURANCE	ADDL/SLVR INSD. WAD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJCT <input type="checkbox"/> LOC OTHER:	X	0003111048	11/21/2025	11/21/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 10,000 <input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER MEMBER EXCLUDED? <input type="checkbox"/> (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) The Town of Jonesborough is an Additional Insured on this Policy						

CERTIFICATE HOLDER		CANCELLATION	
The Town of Jonesborough 123 Boone St Jonesborough, TN 37659		SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.	
		AUTHORIZED REPRESENTATIVE	

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

Consent Agenda

DATE: February 9, 2026 **AGENDA ITEM #:** 9

SUBJECT: Town Sponsored Events – Memorial Day & Veterans Day Celebrations

BACKGROUND:

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 11th for the Veterans Day Celebration from 11am-2pm.

For the Memorial Day Ceremony on Monday, May 25th, 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. The request includes 4 additional trash cans at the West Courthouse Square.

For the Veterans Day Ceremony on Wednesday, November 11th, 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 we are having for Memorial Day. The request includes 4 additional trash cans at the West Courthouse Square.

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 we have also asked 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.

RECOMMENDATION:

1. Approve the Memorial Day Celebration on May 25, 2026, from 10:00 AM to 2:00 PM, as presented.
2. Approve the Veteran's Day Celebration on November 11, 2026, from 11:00 AM to 2:00 PM, as presented.

MEMO

To: Glenn Rosenoff
From: Isabel Hawley-Lopez
Date: January 20, 2026
RE: Veterans & Memorial Day Ceremonies

I am 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 on Monday, May 25th for the Memorial Day Celebration from 10am-2pm and Wednesday, November 11th for the Veterans Day Celebration from 11am-2pm.

We would like to have road closure for each of these events, since the celebrations will take place outdoors and in front of the Washington County Courthouse.

For the Memorial Day Ceremony on Monday, May 25th, the event will take place on Main Street from 10am-2pm. We would like to request road closure from 9am-3pm. We plan to offer music from various local groups, a display of vintage military vehicles, vendors, food trucks, etc. for this event. I would also like to ask for the addition of 4 extra trash cans on West Courthouse Square for this event.

For the Veterans Day Ceremony on Wednesday, November 11th, the event will take place on Main Street from 11am-2pm. We would like to request road closure from 9am-3pm. We plan to offer the same type of celebration and activities as we are having for Memorial Day. For this event we would also like to ask for the addition of 4 extra trash cans on West Courthouse Square.

These events have been organized by the Veterans Affairs Committee with assistance from TOJ staff in the past, but as of 2022 these have been transferred over to T. McLeod to oversee with assistance from town staff. Due to the popularity of the events, they have outgrown our space at the Visitors Center, and were moved downtown to allow for additions and event growth. In the past we have also asked 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 duration.

Please review and let me know of any questions or comments in regards to our request.

As always, I appreciate your assistance.

Isabel Hawley-Lopez



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

Consent Agenda

DATE: February 9, 2026 **AGENDA ITEM #:** 10

SUBJECT: Town Sponsored Event – Jonesborough Days

BACKGROUND:

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:

- 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.
- 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.
- Close Boone Street for Parade on Friday, approx. 9:30 - 11 am.
- Any other streets will be closed by the Police Department on an as needed basis.

Security Plan – Parking:

- 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.
- 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
- Vendor Parking - Upper Lot, Courthouse Parking Lot and UT Extension Lot
- Downtown Merchant Parking- Upper Lot, Courthouse Parking Lot and UT Extension Lot, Library (Friday and Saturday day only)
- Main Stage Entertainment Parking- Performers may park in designated spaces of the Courthouse parking lot while performing for loading/unloading purposes
- Merchant parking will be in the Courthouse and Upper Parking Lots all weekend.

RECOMMENDATION:

Approve holding Jonesborough Days 2026 per the event schedule, dates and times, and street closure requests, as presented.

Jonesborough Days
Festival dates July 3-4, 2026
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.
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Activities and Areas During Festival:

- Parade will be Friday, July 3 at 10 a.m.
- Fireworks will be 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.

Streets will close at 5:00 pm on Thursday, July 2 for set-up.

Merchant parking will be in the Courthouse and Upper Parking Lots all weekend.

**Jonesborough Days 2026
Special Event Permit Application**

1. Hold Harmless Agreement- Not required since this is a Town event

2. List of pre-events and post-events

Kick-off Dinner at Storytelling Center July 1.

Swim Party at Wetlands Water Park on Thursday, July 2

3. Map with city streets- See attached

4. Outline of your publicity plan-

Event organizers will work closely with the Marketing team and will utilize the below forms of marketing to promote the event.

- Press Releases**

Press releases and announcements will be written by the Marketing Team and reviewed by the Team as a whole. This will then be distributed to all media outlets.

- Social Media**

Will be the primary source of marketing. This platform will be utilized throughout the season and handled by the Marketing Team.

- Website**

Creation and updates are made by Town staff. We will utilize jbodays.com, jonesboroughtn.org and jonesborough.com

- Post Event Publicity**

The Marketing Team will send out post event press releases and create post event social media posts.

- Media Relations**

The Marketing Team has a strong relationship with the local media and will schedule media interviews as deemed necessary.

- Printed Pieces**

Thousands of programs will be printed and made available online. These are distributed throughout Town, during the events, and in the surrounding areas.

5. 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, select spaces in the Courthouse Lot 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

6. **Emergency Plan-** EMS will be located on Christopher Taylor Lane. We will leave 15' on Main Street and beside the Courthouse for emergency vehicles passing.

7. **Event Sponsors List-** I will have a complete list of sponsors available 30 days prior to event.

8. **Proof of your liability insurance-** This is a town sponsored event and is covered by our TML policy. We do require Dynamic Effects Fireworks Company and Little Pete's Railroad to add the Town of Jonesborough as an "Additional Insured" on their insurance policy.

9. **Anticipated vendors and concession booth list:** Craft and Food Vendors are being finalized. List will be provided 48 hours prior to event. We have space for 12 food vendors and 60 craft vendors.

10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.**

A. Stage and Performance Area will be set-up Thursday evening, July 2 on the Eastside of the Courthouse and will be taken down Saturday evening July 4.

B. Children's Area (Patriot Park) will be set-up in Jimmy Neil Smith Park and the lawn of Central Christian Church on Thursday and Friday morning.

C. The Jackson Theatre will be used for Doc's Front Porch pending The Jackson Theatre's approval.

D. Food vendors, tables, chairs and umbrellas will be set-up on the west side of the Courthouse on Thursday evening.

11. **Clean-up Plan-** Jonesborough Public Works and Street Departments will clean streets and collect garbage each night. Town employees will provide assistance cleaning during festival hours.

12. **Street Closure Request-**

- 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 stay closed until Saturday evening after 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.





**Overflow Parking
At The Middle School**

Jonesborough Days 2026 Event Permit Application

1. Hold Harmless Agreement- Not required since this is a Town event

2. List of pre-events and post-events

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Swim Party at Wetlands Water Park on Thursday, July 2

3. Map with city streets- See attached

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6. **Emergency Plan-** EMS will be located on Christopher Taylor Lane. We will leave 15' on Main Street and beside the Courthouse for emergency vehicles passing.

7. **Event Sponsors List-** I will have a complete list of sponsors available 30 days prior to event.

8. **Proof of your liability insurance-** This is a town sponsored event and is covered by our TML policy. We do require Dynamic Effects Fireworks Company and Little Pete's Railroad to add the Town of Jonesborough as an "Additional Insured" on their insurance policy.

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Jonesborough Days
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- 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.

Streets will close at 5:00 pm on Thursday, July 2 for set-up.

Merchant parking will be in the Courthouse and Upper Parking Lots all weekend.



Overflow Parking
At The Middle School



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

Consent Agenda

DATE: February 9, 2026

AGENDA ITEM #: 11

SUBJECT: Outdoor Use Permit Renewals

BACKGROUND:

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:

1. 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.
2. 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.
3. 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.

RECOMMENDATION:

1. Approve the renewal permit for the applicant Zachary Jenkins representing Main Street Café & Catering, LLC located at 117 West Main Street, as presented.
2. Approve the renewal permit for the applicant Noah Davis representing Neuma Coffee at 105 Fox Street, as presented.
3. Approve the renewal permit for the applicant Jeff Gurley representing The Lollipop Shop at 129 E. Main Street, as presented.

TOWN OF JONESBOROUGH

**OUTDOOR USE AREA PERMIT
TOWN RIGHT-OF-WAY: DOWNTOWN
RENEWAL APPLICATION**

Date of Renewal Request: 1-19-26

Main Street cafe + catering 117 W. Main 423-571-5003
Business Name Address Telephone

Applicant's Name: Zachary Jenkins

Applicant's Telephone: 423-753-2468 Email: ZTJ117@gmail.com

Business Name	Address	Telephone / Cell #
<u>Mailing Address: SAB</u>		<u>ZTJ117@gmail.com</u>
		Email Address

Date of Renewal Request: _____

Restate Intended Activity: Tables + chairs. People sit + eat

Restate equipment, structures, furnishings, etc. to be used: existing tables + chairs

Has the boundary area been changed/ altered since your last Outdoor Use Permit approval? Yes No If Yes, provide a schematic of the area with boundary.

The permit requires that applicants that serve alcohol will utilize servers holding ABC permits for alcohol service. Do all servers at your business hold ABC Server Licenses? Yes No

The Town will monitor compliance with the ABC Server Licenses including requesting a list of servers and their license status from time to time and periodically spot-checking permit holders to ensure compliance with this provision.

Outdoor Use Permits will be subject to the outdoor use closing no later than 10:00 p.m. and being roped or gated off with signage indicating the permitted area is closed.

How will the area be monitored: BY STAFF + MANAGEMENT

How will the legal age of consumers be monitored: Checking IDs

Has the hold harmless agreement been signed? Yes No

Has proof of liability insurance been provided? Yes No

Has Town of Jonesborough been named co-insured? Yes No

Date of Policy Renewal: From To

Review by Town Attorney: _____
Signature _____ Date _____

Statement of Understanding

- (1) I have read the entire Town of Jonesborough Renewal Application. I understand and agree to abide by all requirements and conditions.
- (2) I have received a copy of the current Town of Jonesborough Outdoor Use Area Permit Policy, Town Right-of-Way: Downtown, October 2021. I understand and agree to abide by all requirements and conditions.

Zachary Jenkins owner
Name / Title


Signature

Main Street Cafe + catering
Business Name

1-19-26
Date

Hold Harmless and Liability Insurance

Hold Harmless Agreement: The owner/permit applicant must sign a hold harmless agreement releasing the Town of Jonesborough from any liability for accidents, injuries, sickness or illness or other such problems resulting from the intended use or placement of equipment, furnishings or structures, etc. in the area permitted.

Proof of Liability Insurance: The owner/permit applicant must provide proof of liability insurance in an amount no less than the Town's maximum exposure as determined by the Tennessee Governmental Tort Liability Act, and reviewed by the Town Attorney, with the Town of Jonesborough named as co-Insured and under a policy that must be active and valid as long as the permitted activity continues.

Note: It is the owner's/permit holder's responsibility to keep the insurance policy active and in effect with the Town of Jonesborough named as co-insured. The owner/permit holder must notify the Town of Jonesborough immediately if the liability insurance policy is terminated or ended or in threat of being terminated or canceled.

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 28 day of January, 2026, in the City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned Main Street Cafe
(Name of
Catering
Organization or Sponsor), called "indemnitor," and The Town of Jonesborough, Tennessee, called "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitor. This agreement is attached as an exhibit to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's outdoor use of public property to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

Section I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the outdoor use outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the outdoor use, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out of the outdoor use outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

Section II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the permit expires or is terminated by either party, including any period necessary for the indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorneys' fees or court costs, indemnitor agrees to reimburse indemnitee for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorneys' fees, or costs.

Section IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum on any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obliged to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

Section VI

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above.

Signature:



Printed Name:

Zachary Jenkins

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Zachary Jenkins, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged executing the foregoing instrument for the purposes therein contained by signing the same.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 28th of January, 2026.



Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/27/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(es) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Watauga Insurance, Inc. P.O. Box 3644 Johnson City TN 37602-3644		CONTACT NAME: Joshua E Gibbons PHONE (A/C, No. Ext): (423) 929-7103 FAX (A/C, No): (423) 929-7105 E-MAIL ADDRESS: josh.gibbons@wataugainsurance.com
		INSURER(S) AFFORDING COVERAGE INSURER A: Cincinnati Insurance Company
		NAIC # 10677
INSURED Main Street Cafe & Catering LLC 117 W. Main Street Jonesborough TN 37659 (423) 753-2460		INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES		DS	CERTIFICATE NUMBER: Cert ID 5815 (1)		REVISION NUMBER:	
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.						
INSR LJR	TYPE OF INSURANCE	ADDL/SUBR (HS/SD/WV/D)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	ENP 0324936	05/01/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 OTHER: \$
	GENL AGGREGATE LIMIT APPLIES PER: POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC					
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS Hired AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		ENP 0324936	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Per accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ OTHER: \$
	UMBRELLA LIAB EXCESS LIAB					OCCUR CLAIMS-MADE
	DED RETENTIONS					PER STATUTE <input type="checkbox"/> OTHER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Town of Jonesborough is listed as additional insured with respect to the general liability policy.						\$ \$

CERTIFICATE HOLDER	CANCELLATION
Town of Jonesborough 123 Boone Street Jonesborough TN 37659	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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TOWN OF JONESBOROUGH

OUTDOOR USE AREA PERMIT
TOWN RIGHT-OF-WAY: DOWNTOWN
RENEWAL APPLICATION

Date of Renewal Request: 2-1-26

NEUMA COFFEE 105 FOX ST (423)329-5778
Business Name Address Telephone

Applicant's Name: NOAH DAVIS

Applicant's Telephone: _____ Email: NEUMACOFFEE@GMAIL

Business Name	Address	Telephone / Cell #
Mailing Address: <u>105 FOX ST</u>		
<u>JONESBOROUGH TN</u>		Email Address

Date of Renewal Request: _____

Restate Intended Activity: WOODEN BENCH OR TWO
MARBLE TABLES + FOUR CHAIRS FOR ON
SITE CONSUMPTION OF COFFEE + TREATS

Restate equipment, structures, furnishings, etc. to be used:

Has the boundary area been changed/ altered since your last Outdoor Use Permit approval? Yes No If Yes, provide a schematic of the area with boundary.

The permit requires that applicants that serve alcohol will utilize servers holding ABC permits for alcohol service. Do all servers at your business hold ABC Server Licenses?

Yes No N/A

The Town will monitor compliance with the ABC Server Licenses including requesting a list of servers and their license status from time to time and periodically spot-checking permit holders to ensure compliance with this provision.

Outdoor Use Permits will be subject to the outdoor use closing no later than 10:00 p.m. and being roped or gated off with signage indicating the permitted area is closed.

How will the area be monitored: BY EMPLOYEE DURING
STORE HOURS

How will the legal age of consumers be monitored: N/A

Has the hold harmless agreement been signed? Yes No

Has proof of liability insurance been provided? Yes No

Has Town of Jonesborough been named co-insured? Yes No

Date of Policy Renewal: From 3-1-26 To 3-1-27

Review by Town Attorney: _____
Signature _____ Date _____

Statement of Understanding

- (1) I have read the entire Town of Jonesborough Renewal Application. I understand and agree to abide by all requirements and conditions.
- (2) I have received a copy of the current Town of Jonesborough Outdoor Use Area Permit Policy, Town Right-of-Way: Downtown, October 2021. I understand and agree to abide by all requirements and conditions.

Noah Davis
Name / Title

Noah Davis
Signature

Neuma Coffey
Business Name

2-1-26
Date

Hold Harmless and Liability Insurance

Hold Harmless Agreement: The owner/permit applicant must sign a hold harmless agreement releasing the Town of Jonesborough from any liability for accidents, injuries, sickness or illness or other such problems resulting from the intended use or placement of equipment, furnishings or structures, etc. in the area permitted.

Proof of Liability Insurance: The owner/permit applicant must provide proof of liability insurance in an amount no less than the Town's maximum exposure as determined by the Tennessee Governmental Tort Liability Act, and reviewed by the Town Attorney, with the Town of Jonesborough named as co-insured and under a policy that must be active and valid as long as the permitted activity continues.

Note: It is the owner's/permit holder's responsibility to keep the insurance policy active and in effect with the Town of Jonesborough named as co-insured. The owner/permit holder must notify the Town of Jonesborough immediately if the liability insurance policy is terminated or ended or in threat of being terminated or canceled.

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 1 day of FEBRUARY, 2026, in the City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned NEUMA
COFFEE
(Name of Organization or Sponsor), called "indemnitor," and The Town of Jonesborough, Tennessee, called "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitor. This agreement is attached as an exhibit to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's outdoor use of public property to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

Section I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the outdoor use outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the outdoor use, and agrees and covenants to indemnify Indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out of the outdoor use outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

Section II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the permit expires or is terminated by either party, including any period necessary for the indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorneys' fees or court costs, indemnitor agrees to reimburse indemnitee for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorneys' fees, or costs.

Section IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum on any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obliged to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

Section VI

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above.

Signature:

Noah Davis
2-1-26

Printed Name:

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Noah Davis, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged executing the foregoing instrument for the purposes therein contained by signing the same.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 2nd of February, 2026.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/02/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERNS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(es) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER StateFarm	STEVEN GOAD STATE FARM 542 TUSCULUM BLVD GREENEVILLE	CONTACT NAME: STEVEN GOAD, AGENT PHONE: 423-638-4144 (AC. No. Ext): 423-787-9024 EMAIL ADDRESS: steve.goad.dr0n@statefarm.com
INSURED	NEUMA COFFEE, LLC DYLAN & NOAH DAVIS 105 FOX STREET JONESBOROUGH	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company NAIC # 25143 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES		CERTIFICATE NUMBER:		REVISION NUMBER:				
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.								
INSR LTR	TYPE OF INSURANCE	ADD INSD	SUB WVO	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y	Y	92-NP-S156-2	03/04/2025	03/04/2027	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 50,000	
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC OTHER:						\$	
B	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Per accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$	
	UMBRELLA LIAB EXCESS LIAB DED. RETENTION \$		OCCUR CLAIMS-MADE				\$ EACH OCCURRENCE \$ AGGREGATE \$ \$	
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y/N (Mandatory In NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					PER ACCIDENT E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	
							OTH- ER \$ \$ \$ \$	
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)								
COFFEE & ICE CREAM SHOP								
The Town of Jonesborough is an additional insured on this policy.								

CERTIFICATE HOLDER	CANCELLATION
TOWN OF JONESBOROUGH 123 BOONE STREET JONESBOROUGH	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
TN 37659	AUTHORIZED REPRESENTATIVE

TOWN OF JONESBOROUGH

**OUTDOOR USE AREA PERMIT
TOWN RIGHT-OF-WAY: DOWNTOWN
RENEWAL APPLICATION**

Date of Renewal Request: 2-2-2026

The Lollipop Shop 129 E. Main ST 423-913-2663
Business Name Address Telephone

Applicant's Name: Jeff Gurley

Applicant's Telephone: 423-913-2663 Email: jlgurley0614@gmail.com

The Lollipop Shop 129 E. Main 423-483-8697
Business Name Address Telephone / Cell #

Mailing Address: Same Email Address

Date of Renewal Request: _____

Restate Intended Activity: Outdoor use permit

Restate equipment, structures, furnishings, etc. to be used: Yoga

Has the boundary area been changed/ altered since your last Outdoor Use Permit approval? Yes No If Yes, provide a schematic of the area with boundary.

The permit requires that applicants that serve alcohol will utilize servers holding ABC permits for alcohol service. Do all servers at your business hold ABC Server Licenses?

Yes No

The Town will monitor compliance with the ABC Server Licenses including requesting a list of servers and their license status from time to time and periodically spot-checking permit holders to ensure compliance with this provision.

Outdoor Use Permits will be subject to the outdoor use closing no later than 10:00 p.m. and being roped or gated off with signage indicating the permitted area is closed.

How will the area be monitored: _____

How will the legal age of consumers be monitored: _____

Has the hold harmless agreement been signed? Yes No

Has proof of liability insurance been provided? Yes No

Has Town of Jonesborough been named co-insured? Yes No

Date of Policy Renewal: From _____ To _____

Review by Town Attorney: _____
Signature _____ Date _____

Statement of Understanding

- (1) I have read the entire Town of Jonesborough Renewal Application, I understand and agree to abide by all requirements and conditions.
- (2) I have received a copy of the current Town of Jonesborough Outdoor Use Area Permit Policy, Town Right-of-Way: Downtown, October 2021. I understand and agree to abide by all requirements and conditions.

Jeff Gandy / Owner
Name / Title

Jeff Gandy
Signature

The Calliope Sh.
Business Name

1/17/2024
Date

Hold Harmless and Liability Insurance

Hold Harmless Agreement: The owner/permit applicant must sign a hold harmless agreement releasing the Town of Jonesborough from any liability for accidents, injuries, sickness or illness or other such problems resulting from the intended use or placement of equipment, furnishings or structures, etc. in the area permitted.

Proof of Liability Insurance: The owner/permit applicant must provide proof of liability insurance in an amount no less than the Town's maximum exposure as determined by the Tennessee Governmental Tort Liability Act, and reviewed by the Town Attorney, with the Town of Jonesborough named as co-insured and under a policy that must be active and valid as long as the permitted activity continues.

Note: It is the owner's/permit holder's responsibility to keep the insurance policy active and in effect with the Town of Jonesborough named as co-insured. The owner/permit holder must notify the Town of Jonesborough immediately if the liability insurance policy is terminated or ended or in threat of being terminated or canceled.

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 2 day of February, 2026, in the
City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned Jac Galt
The Cullip Shop
(Name of
Organization or Sponsor), called "indemnitor," and The Town of
Jonesborough, Tennessee, called "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitor. This agreement is attached as an exhibit to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's outdoor use of public property to take place within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take place and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

Section I

Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the outdoor use outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the outdoor use, and agrees and covenants to indemnify Indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out of the outdoor use outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

Section II

Period Covered

The indemnity will extend from the date of this agreement to and including the date the permit expires or is terminated by either party, including any period necessary for the indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any attorneys' fees or court costs, indemnitor agrees to reimburse indemnitee for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorneys' fees, or costs.

Section IV

Interest

Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum on any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obliged to pay with respect to the matters to which indemnity is given in the contract, from the date such expenses or costs are incurred, or such sums are paid.

Section VI

Notice of Claim Against Indemnitee

Indemnitee agrees to give indemnitor ten days' written notice of any claim made against indemnitee on the obligations indemnified against.

Executed on the date first written above.

Signature:

Jeff Gurley
Jeff Gurley

Printed Name:

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Jeff Gurley, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged executing the foregoing instrument for the purposes therein contained by signing the same.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 2nd of February, 2026.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/02/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFRS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER	Matthew Fetch 1103 Boones Creek Rd Jonesborough, TN 37659	CONTACT Matthew Fetch NAME: PHONE (A/C. No. Excl.) 423-753-2106 E-MAIL Matthew.Fetch@fbtn.com ADDRESS:	
		INSURER(S) AFFORDING COVERAGE INSURER A: Tennessee Farmers Mutual Ins Co	NAIC # 15245
INSURED	Jeffrey Gurley 129 E Main St Jonesborough, TN 37659-1317	INSURER B:	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADD'L SUBR INSD. WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> <input type="checkbox"/> <input checked="" type="checkbox"/> GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO- JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X	1000020966	10/28/2025	05/19/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Fa occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					COMBINED SINGLE LIMIT (Fa accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> DED <input checked="" type="checkbox"/> RETENTION \$ 10,000					EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

TOWN OF JONESBOROUGH
123 BOONE STREET
JONESBOROUGH, TN. 37659

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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

DATE: February 9, 2026

AGENDA ITEM #: 12 Consent Agenda

SUBJECT: Agreement with Sam Love for MOTS 2026 Season

BACKGROUND:

During the 2025 MOTS Season, Sam Love continued to perform the duties of MOTS Administrative Director and Sound Engineer, and the feedback I received was that the season was successful, and downtown was a destination for music on Friday nights. Sam pours his heart and soul into the program, which is observed whenever you attend MOTS, and honestly about anywhere you encounter him, not to mention him providing, renting, or purchasing any additional sound-related equipment needed for MOTS to operate as a high-quality event.

The Agreement before you has changed slightly from last year by addressing the importance of Sam 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.

I believe the Agreement continues to be reasonable and that Sam will provide us a great return on investment for the 2026 MOTS Season.

RECOMMENDATION:

Approve the Town of Jonesborough 2026 Agreement with Sam Love for Music on the Square 2026 Season, as presented.

TOWN OF JONESBOROUGH

2026 AGREEMENT WITH SAM LOVE

MUSIC-ON-THE-SQUARE

THIS AGREEMENT made and entered into on this the 9th day of February, 2026, by and between the BOARD OF MAYOR AND ALDERMEN OF JONESBOROUGH, TENNESSEE, hereinafter referred to as the TOWN, and SAM LOVE, hereinafter referred to as Mr. Love or the Contractual Employee:

WITNESSETH:

For and in consideration of the mutual covenants and agreements hereinafter contained, the Town will pay Mr. Love as the Administrative Director and Sound Engineer for Music-on-the-Square. In consideration whereof the parties hereto have agreed upon the following terms and conditions, which shall constitute, govern, and control the relationship between the parties hereto, the same being inseparable parts to this Agreement, to-wit.

GENERAL

Music-On-The-Square (MOTS) is a community event run by the Town of Jonesborough under the artistic direction of Mr. Love and the administrative responsibility of the Events Manager. MOTS is a series of Friday night concerts from May through September that are held around 7:00 p.m. in front of the Courthouse downtown and are free to the public. The performances draw from 400-1,000 people who are all ages and include a number of local residents as well as people from other states. The MOTS Administrative Director and assisting staff will strive to schedule a diverse and culturally unique line-up, intentionally cultivate an inclusive environment, and create diverse, authentic, and inclusive marketing campaigns to leverage the event and brand.

This Agreement between the Town and Mr. Love establishes the responsibilities and scope of activities for both parties, and a level of compensation for the work performed by Mr. Love during the term of this Agreement.

SCOPE OF RESPONSIBILITIES

Mr. Love shall perform the following activities based on the duties and responsibilities of Music on the Square Administrative Director and Music on the Square Sound Engineer.

Music on the Square Administrative Director

Directly accountable to the Town Administrator and the Events Manager.

1. Works cohesively with the MOTS Sound Engineer to create MOTS season line-up.
2. Emcees the event.
3. Collaborates with the Jackson Theatre Operations Manager to eliminate scheduling conflicts while developing the MOTS season lineup, enhancing both the Jackson Theatre and Music on the Square programming.
4. Secures bands and performers as well as coordinating their payment with the Town Recorders Office.
5. MOTS Administrative Director provides, rents, or purchases, any additional sound-related equipment needed for MOTS to operate as a high-quality event.
6. Provides all necessary financial information to the Town Recorder as required.
7. Works with the Marketing Team to assist in advertising MOTS throughout the year.
8. Determines if there is a need for MOTS accessories like tee-shirts, hats, and other items under the authorization of the Town Recorder.
9. Works with Street and Police Department to communicate needs for the event.
10. Works in the Office (Storytelling Center) with the Events Manager up to 20 hours per month beginning February 17th of the 2026 MOTS season.
11. Oversees or assists as deemed necessary with any MOTS fundraisers.
12. Provide the Town Administrator a signed contract from each band that will be performing for the season.
13. Responsible for weekly accounting of pass-the-hat funds, food truck fees, and other donations.

Music on the Square Sound Engineer

Directly accountable to the Town Administrator and the Events Manager

1. Works cohesively with the MOTS Administrative Director to create MOTS season line-up.
2. Responsible for assembling and operating the sound equipment used for each Music on the Square event.
3. Communicates with the bands weekly to coordinate setup and needs.

4. Works with the Marketing Team to assist in advertising MOTS throughout the year.
5. Reports when sound equipment needs maintenance or new equipment needs to be purchased.
6. Creates backup plan for duties to be carried out and lines up individual if unable to be present at any MOTS performance.
7. If deemed necessary by sound engineer, they are to hire their own sound tech assistants.
8. Responsible for performing sound engineer duties at all MOTS fundraisers.

The Town of Jonesborough shall:

1. Provide an annual appropriation for Music on the Square in the amount of six thousand Dollars (\$6,000.00) towards Music on the Square for the 2026 season. The amount of the appropriation will be reviewed yearly and prior to the beginning of the season.
2. Provide administrative support and leadership necessary to carryout MOTS during the year.
3. Assist in advertising throughout the year.
4. Provide financial responsibility for and accounting of all MOTS activities, making deposits and payments in a timely manner.
5. Provide oversight of collections obtained during performances.
6. Provide liability insurance for the event.
7. Provide staffing when necessary to assist in carrying out the performances each week.
8. Provide equipment necessary for sound during the performances.
9. Undertake measures for traffic and pedestrian safety.
10. Provide necessary refuse collection.
11. The Events Manager will oversee the annual MOTS fundraiser with assistance from the MOTS Administrative Director and an event committee if deemed necessary.
12. Provide the Administrative Director a laptop for Town business use only. The laptop remains the property of the Town and said equipment shall be returned to the Town Administrator if this agreement is no longer in effect.

13. The Events Manager, assisted by the MOTS Administrative Director, will strive toward a revenue goal of Sixteen Thousand Eight Hundred Dollars (\$16,800.00) through sponsors, fundraisers, in-kind donations, food trucks, or any other revenue strategies to financially support the event.

STANDARDS OF CONDUCT

Contractual Employees carrying out activities in behalf of the Town of Jonesborough are expected to maintain the same level of decorum and appropriate behavior as any regular employee of the Town of Jonesborough. The Town has established high expectations for its staff by expecting them to set an example for positive interactions within the community and for addressing communications and issues in a professional and responsible manner. Contractual Employees undertaking activities in behalf of the Town are expected to do the same. The following represents examples of behaviors listed in the Town's Personnel Policies that are deemed unacceptable by the Town and therefore are unacceptable for a Contractual Employee of the Town:

1. Using threatening, abusive or obscene language to citizens, Town management or Town employees.
2. Any conduct which comprises the public's trust and confidence in Town employees, Town Contractual Employees, or Town operations.
3. Any behavior, whether on or off-duty in carrying out the stated duties and responsibilities outlined in this Agreement, that is not conducive to the Contractual Employee maintaining a positive and professional image, and which behavior is deemed detrimental to the positive perception of the Contractual Employee and the Town by the Jonesborough community.
4. Disgraceful personal conduct or language towards the public, Town employees or Town officials.

Contractual employees carrying out activities in behalf of the Town are expected to communicate concerns and/or grievances associated with the Town operation directly to the Department Head(s) responsible for the activity or to the Town Administrator for resolution.

FINAL AUTHORITY AND OWNERSHIP

Although it is intended for Mr. Love, Town staff and the Jonesborough Advisory Committees to direct and operate the daily activities related to MOTS, it is understood that as an event run by the Town of Jonesborough, the Jonesborough Board of Mayor and Aldermen have the final authority, if it chooses to use it, to determine how MOTS is carried out. Additionally, all proceeds collected through sponsorships, donations, tickets or pass-the-hat type collections are to be considered made to the Town of Jonesborough and property of the Town. All equipment purchased with those funds or other Town Funds will remain the property of the Town. The event itself, the name "Music-On-The-Square" and the trademark "MOTS" shall at all times remain the property of the Town.

POLITICAL AND OTHER NON-PERFORMANCE ACTIVITY

Use of the Music-On-The-Square name and/or logo for political purposes, or in support of or opposition to non-performance or non-arts related activities other than activities sponsored or supported by the Town of Jonesborough is prohibited without the authorization of the Jonesborough Board of Mayor and Aldermen.

COMPENSATION

In compensation for services rendered from May 1, 2026 through September 30, 2026, Mr. Love shall be compensated as follows:

Sixteen Thousand Eight Hundred Dollars (\$16,800.00) will be paid to Sam Love for services rendered for the MOTS 2026 Season based on (1) selecting and contracting individuals and bands to play during the five (5) month, twenty-one (21) performances season; (2) perform all the duties and responsibilities of the MOTS Administrative Director and MOTS Sound Engineer as contained in said Agreement. Payments to Sam Love will commence at the beginning of the season, May of 2026, on a biweekly basis.

Although other duties and responsibilities of the MOTS Administrative Director and MOTS Sound Engineer will begin January of each calendar year, compensation will continue to be administered based on the Compensation section of said Agreement.

TERM / EFFECTIVE DATE

This Agreement shall be in effect from February 9, 2026 through September 30, 2026.

OPTION TO RENEW

Should the terms of the Agreement herein expressed be carried out fully and faithfully, Mr. Love shall have the option to renew this Agreement for an additional year subject to a review of compensation and the approval of the Jonesborough Board of Mayor and Aldermen.

ENTIRE AGREEMENT AND CONTINUATION OF AGREEMENT

The parties agree this document contains the entire agreement. The provisions of this Agreement shall be binding on both parties unless modified in writing by mutual agreement after the execution of this contract.

IN TESTIMONY WHEREOF the Parties have hereunto set their hands and seals on this the 9th day of February, 2026, binding themselves representatives, successors and assigns.

THIS INSTRUMENT HAS BEEN EXECUTED IN DUPLICATE, EITHER OF WHICH MAY BE TREATED AS AN ORIGINAL.

ATTEST:

MAYOR AND ALDERMEN OF
JONESBOROUGH:

BY:

JANET JENNINGS, RECORDER

BY:

KELLY WOLFE, MAYOR

SAM LOVE

APPROVED AS TO FORM:

JAMES R. WHEELER, TOWN ATTORNEY

STATE OF TENNESSE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared, Kelly Wolfe, with whom I am personally acquainted, and who upon oath acknowledged himself to be the MAYOR of the Mayor and Aldermen of Jonesborough, the within named bargainer, a municipal corporation, and that he as such Mayor, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by herself as Mayor.

GIVEN UNDER MY HAND AND OFFICIAL SEAL at office in said State and County, this _____ day of _____, 20_____.

NOTARY PUBLIC

My Commission Expires: _____

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid personally appeared Sam Love, with whom I am personally acquainted, and who executed the foregoing instrument and acknowledged that he executed the same as he free act and deed for the purposes therein contained.

WITNESS my hand and seal at office in the State and County aforesaid, on this the _____ day of _____, 20_____.

NOTARY PUBLIC

My Commission Expires: _____

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: February 9, 2026

AGENDA ITEM #: 1

SUBJECT: Financial Report

		Full Year Budget	Current Year		Prior Year	
			December	YTD	December	YTD
	GENERAL FUND					
	Revenues	14,260,201	2,824,237	6,980,228	1,613,855	18,351,781
	Expenditures	14,395,701	1,116,606	6,910,924	764,078	14,733,816
	Rev. Over/(Under) Exp.	(135,500)	1,707,631	69,304	849,777	3,617,965
	SOLID WASTE FUND					
	Revenues	994,797	85,648	520,739	85,194	441,206
	Expenditures	994,797	70,196	453,765	65,896	369,967
	Rev. Over/(Under) Exp.	-	15,452	66,974	19,298	71,239
	JACKSON THEATRE FUND					
	Revenues	911,483	46,629	197,875	5,295	32,520
	Expenditures	952,483	92,094	463,481	151,620	441,473
	Rev. Over/(Under) Exp.	(41,000)	(45,465)	(265,606)	(146,325)	(408,953)
	DEBT SERVICE FUND					
	Revenues	3,611,314	222,963	2,755,335	-	-
	Expenditures	3,611,314	222,963	2,755,335	-	-
	Rev. Over/(Under) Exp.	-	-	-	-	-
	CAPITAL PROJECTS FUND					
	Revenues	3,586,545	1,773,661	2,855,990	-	-
	Expenditures	3,586,545	163,350	1,051,067	-	-
	Rev. Over/(Under) Exp.	-	1,610,311	1,804,923	-	-
	HRA INTERNAL SERV. FUND					
	Revenues	-	5,790	34,740	5,790	34,740
	Expenditures	-	22,374	89,683	5,802	40,560
	Rev. Over/(Under) Exp.	-	(16,584)	(54,943)	(12)	(5,820)
	WATER/SEWER FUND*					
	Revenues	11,867,418	851,426	5,763,660	920,746	6,129,185
	Expenditures	11,867,418	1,665,751	7,537,910	636,503	6,029,383
	Rev. Over/(Under) Exp.	-	(814,325)	(1,774,250)	284,243	99,802
	DRUG FUND					
	Revenues	9,500	85	1,411	760	34,111
	Expenditures	9,500	-	2,000	-	2,000
	Rev. Over/(Under) Exp.	-	85	(589)	760	32,111

*Prior General Fund included \$2.4 million State Grant revenue

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Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
31100	Property Taxes (Current)	3,689,273.00	(1,542,300.00)	(2,268,154.00)	1,421,119.00	38.52%
31120	Public Utilities Property Tax (Current)	33,046.00	(3,117.00)	(3,117.00)	29,929.00	90.57%
31200	Property Taxes (Prior Years)	0.00	(15,346.00)	(80,968.23)	(80,968.23)	No Budget
31210	Real And Personal Prop Tax Prior Year	80,198.00	0.00	0.00	80,198.00	100.00%
31310	Inter And Penalty On Prop Taxes (Current)	18,000.00	(1,899.11)	(8,030.50)	9,969.50	55.39%
31320	Inter And Penalty On Prop Taxes (Prior)	0.00	0.00	(446.11)	(446.11)	No Budget
31500	Payments In Lieu Of Property Taxes	300,000.00	(25,000.00)	(150,000.00)	150,000.00	50.00%
31510	Payments In Lieu of Power Board Tax	60,000.00	0.00	0.00	60,000.00	100.00%
31511	Pay In Lieu of TVA Tax	74,422.00	0.00	(19,727.67)	54,694.33	73.49%
31520	TVA Impact Payment	0.00	0.00	(8,090.33)	(8,090.33)	No Budget
31600	Local Option Sales Tax	3,094,600.00	(256,460.57)	(761,281.39)	2,333,318.61	75.40%
31710	Wholesale Beer Tax	230,000.00	(14,823.02)	(106,402.56)	123,597.44	53.74%
31720	Wholesale Liquor Tax	135,000.00	(8,906.99)	(40,924.34)	94,075.66	69.69%
31800	Business Taxes	206,000.00	(2,256.44)	(10,641.21)	195,358.79	94.83%
31870	Hotel/Motel Tax	75,000.00	(4,101.48)	(33,946.02)	41,053.98	54.74%
31912	Cable TV Franchise Tax	104,000.00	0.00	(12,281.19)	91,718.81	88.19%
32200	Alcoholic Beverage Fees/Applications	6,000.00	(2,550.00)	(3,670.00)	2,330.00	38.83%
32610	Building Permits	350,000.00	(8,499.23)	(94,139.43)	255,860.57	73.10%
32661	Rezoning/Plan Review/Variance Fee	18,000.00	(3,375.00)	(16,966.43)	1,033.57	5.74%
33102	WIOA Grant - McKinney	4,500.00	(6,985.62)	(6,985.62)	(2,485.62)	-55.24%
33411	973 State of TN Police Recruitment and	0.00	0.00	(2,500.00)	(2,500.00)	No Budget
33490	Other State Grants	30,000.00	0.00	0.00	30,000.00	100.00%
33491	SCNTR State Revenue	13,300.00	0.00	(4,426.00)	8,874.00	66.72%
33510	State Sales Tax	750,000.00	(65,607.29)	(247,403.94)	502,596.06	67.01%
33530	State Beer Tax	2,700.00	(526.08)	(1,799.43)	900.57	33.35%
33535	State Telecommunication Tax	5,900.00	(428.99)	(2,658.42)	3,241.58	54.94%
33536	State Local Occupancy Tax	12,700.00	(1,529.81)	(7,118.32)	5,581.68	43.95%
33540	State Alcoholic Beverage Tax	18,500.00	(4,509.57)	(35,014.40)	(16,514.40)	-89.27%
33550	State Street Aid	210,960.00	(16,426.58)	(105,825.81)	105,134.19	49.84%
33552	State-City Streets And Transportation	15,750.00	(1,179.48)	(7,027.29)	8,722.71	55.38%
33570	State Maintenance Reimbursement	45,000.00	(922.83)	(4,884.93)	40,115.07	89.14%

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Fund :	110	General Fund	Total	Estimated	MTD Realized	YTD Realized	Unrealized	Monthly Comparative	50.00%
									% UnRealized
33580		State Sports Betting		12,000.00	0.00	(5,835.97)	6,164.03		51.37%
33593		Corporate Excise Tax		30,000.00	0.00	0.00	30,000.00		100.00%
33600		State Police Training Supplement		16,000.00	0.00	0.00	16,000.00		100.00%
33601		State Fire Training Supplement		6,400.00	0.00	0.00	6,400.00		100.00%
33711	SCNTR	County Revenue		47,500.00	0.00	(23,750.00)	23,750.00		50.00%
34191		Utility Cut Fees		20,000.00	(32,230.00)	(32,230.00)	(12,230.00)		-61.15%
34741		Parks and Recreation Programming		0.00	(495.00)	(3,522.64)	(3,522.64)		No Budget
34746		Parks and Recreation Pavilion Rental		0.00	0.00	(755.00)	(755.00)		No Budget
34747		Parks and Recreation - Court/Field Rental		0.00	0.00	(320.00)	(320.00)		No Budget
34901		Stormwater Fees		24,000.00	0.00	0.00	24,000.00		100.00%
36210		Rent		500.00	0.00	0.00	500.00		100.00%
36351		Refunds and Reimbursements		0.00	(17.50)	(8,957.89)	(8,957.89)		No Budget
36705	980	Advertising/Sponsorship		0.00	(1,600.00)	(3,400.00)	(3,400.00)		No Budget
36705	WETL D	Advertising/Sponsorship		0.00	(1,467.19)	(1,467.19)	(1,467.19)		No Budget
36730		Contri And Donations-Individuals		0.00	(25.00)	(25.00)	(25.00)		No Budget
38100		Other Programs		40,000.00	0.00	0.00	40,000.00		100.00%
38101	SCNTR	Title IIIB Transportation		12,000.00	0.00	(4,000.00)	8,000.00		66.67%
38102	SCNTR	Service Coordination Funds		53,392.00	0.00	(21,639.64)	31,752.36		59.47%
38104	SCNTR	United Way Funding		6,000.00	0.00	(2,200.00)	3,800.00		63.33%
38106	SCNTR	Health Promo & Class Revenue		55,000.00	(10,715.00)	(41,821.50)	13,178.50		23.96%
38107	SCNTR	Rental Revenue		1,600.00	0.00	(1,670.00)	(70.00)		-4.38%
38108	SCNTR	Membership Dues		30,000.00	(2,534.57)	(14,213.89)	15,786.11		52.62%
38109	SCNTR	My Ride Fees		5,900.00	(295.00)	(3,423.74)	2,476.26		41.97%
38111		Pep Safety Grant-Employee Wellness		2,000.00	(10.40)	(10.40)	1,989.60		99.48%
38112		Pep Driver Safety Grant		5,000.00	0.00	0.00	5,000.00		100.00%
38113		Tree & Townscape Spec.Proj.Revenue		0.00	(15.95)	(15.95)	(15.95)		No Budget
38114		Washington County Fire Funds		135,000.00	(467,500.00)	(535,000.00)	(400,000.00)		-296.30%
38117		Visitor Center - Auditorium Rent		18,000.00	(1,980.00)	(12,595.00)	5,405.00		30.03%
38118		Visitor Center Gift Shop		55,000.00	(6,872.12)	(33,243.47)	21,756.53		39.56%
38119		Visitor Center Miscellaneous		15,000.00	(1,832.36)	(3,373.69)	11,626.31		77.51%

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Fund :	110	General Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
38120		Visitor Center - Special Program	12,000.00	(8,051.33)	(29,444.28)	(17,444.28)	-145.37%
38122		Recreation Events/Special Program	7,500.00	0.00	(70.52)	7,429.48	99.06%
38123		State Of Tn Tourism Grant	0.00	0.00	(10,354.00)	(10,354.00)	No Budget
38125		Music On The Square Revenues	48,000.00	(45.70)	(9,652.41)	38,347.59	79.89%
38126		NETTA Tourism Contribution	25,000.00	0.00	(37,500.00)	(12,500.00)	-50.00%
38130		Story Town Radio Show Revenue	22,000.00	(1,242.10)	(27,614.87)	(5,614.87)	-25.52%
38132		Main Street Usa Revenues	4,500.00	(150.00)	(3,971.90)	528.10	11.74%
38132	00050	Main Street Usa Revenues	0.00	0.00	(5,625.50)	(5,625.50)	No Budget
38133		Main St.Brews & Tunes Revenues	12,000.00	(22.83)	(5,366.83)	6,633.17	55.28%
38134		Main St.Jonesborough Days Revenue	35,000.00	(22.83)	(10,922.05)	24,077.95	68.79%
38135	WETL D	Season Passes	33,100.00	(1,500.00)	(5,184.50)	27,915.50	84.34%
38136	WETL D	Facility Rental	45,000.00	0.00	(21,275.59)	23,724.41	52.72%
38137	WETL D	Daily Admissions	325,000.00	0.00	(215,978.40)	109,021.60	33.55%
38138	WETL D	Concessions	95,000.00	0.00	(74,535.65)	20,464.35	21.54%
38139	WETL D	Merchandise Sales	0.00	0.00	(1,200.00)	(1,200.00)	No Budget
38140	WETL D	Tube and Locker Rentals	0.00	0.00	(1,100.00)	(1,100.00)	No Budget
38141	WETL D	Snowball Sales	3,000.00	0.00	(1,185.18)	1,814.82	60.49%
38142	WETL D	Swim Lessons/Cpr Training	3,500.00	0.00	(260.00)	3,240.00	92.57%
38143		Police Fines	163,000.00	(20,453.00)	(124,943.75)	38,056.25	23.35%
38144		Police Fines - Cameras	60,000.00	(5,153.98)	(31,474.13)	28,525.87	47.54%
38145		General Sessions Court Fines	3,000.00	(237.05)	(1,586.34)	1,413.66	47.12%
38146		Litigation Tax	18,500.00	(1,807.80)	(11,533.06)	6,966.94	37.66%
38147		Defensive Driving School Revenue	19,000.00	(2,604.00)	(29,315.50)	(10,315.50)	-54.29%
38148		Shop With Cop Program	30,000.00	(26,007.00)	(54,998.00)	(24,998.00)	-83.33%
38149		Driving School Tech Fees	2,250.00	324.00	528.00	2,778.00	123.47%
38150		Ps Electronic Citation Fee Reserv	3,500.00	(396.00)	(2,512.00)	988.00	28.23%
38154		Clerk Electronic Citation Fee Res	1,000.00	(99.00)	(628.00)	372.00	37.20%

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Fund :	110	General Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
38156		Paws In Blue Canine Revenue Cont	8,000.00	(48.50)	(6,291.00)	1,709.00	21.36%
38157		Mckinney Center - Rental Fees	14,000.00	(845.00)	(8,591.93)	5,408.07	38.63%
38158		Mbm Prog.-Donations	0.00	(157.50)	(157.50)	(157.50)	No Budget
38159		Mary Martin-Education Fees	85,000.00	0.00	(41,924.06)	43,075.94	50.68%
38160		Mckinney Scholarship Fund Revenue	5,000.00	0.00	0.00	5,000.00	100.00%
38161		Mckinney Center Membership Revenue	3,000.00	0.00	(300.00)	2,700.00	90.00%
38162		Tac Grant-Story Town Radio Show	8,880.00	0.00	(2,017.00)	6,863.00	77.29%
38167		Interest Earned	25,000.00	(507.14)	(5,538.95)	19,461.05	77.84%
38168		Post Office Rent	85,801.00	(15,792.51)	(45,128.47)	40,672.53	47.40%
38169		Lease Revenue	61,637.00	(6,200.88)	(32,176.83)	29,460.17	47.80%
38169	WC	Lease Revenue	2,167,212.00	(171,255.00)	(1,027,530.00)	1,139,682.00	52.59%
38170		Miscellaneous Revenue	0.00	0.00	30.23	30.23	No Budget
38172		Auction Proceeds - Surplus Equip	15,000.00	0.00	(39,601.55)	(24,601.55)	-164.01%
38173		In Lieu Sidewalk Payment Reserve	50,000.00	0.00	0.00	50,000.00	100.00%
38174	SCNTR	Special Projects Re	70,000.00	(2.82)	(969.91)	69,030.09	98.61%
38176		Flag Replacement Revenue	3,500.00	(1,555.00)	(6,907.35)	(3,407.35)	-97.35%
38177		Chuckey Depot Museum Revenue	0.00	(4,362.35)	2,681.95	2,681.95	No Budget
38203	965	Other Grant Revenue	0.00	0.00	0.00	0.00	No Budget
38206		PEP Property Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38208		Violent Crime Intervention Grant	0.00	0.00	0.00	0.00	No Budget
38209		Interest - Leases	8,780.00	0.00	0.00	8,780.00	100.00%
38210		Washington Co Contrib for K-8	500,400.00	(41,700.00)	(250,200.00)	250,200.00	50.00%
Total For Fund: 110			14,260,201.00	(2,824,236.50)	(6,980,228.37)	7,279,972.63	51.05%

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Fund : 131	Solid Waste Management Fund	Monthly Comparative				50.00%
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
34410	Solid Waste Collection Charges	894,000.00	(83,853.00)	(485,129.25)	408,870.75	45.73%
34426	Solid Waste Service Charges	18,778.00	(1,650.00)	(10,796.32)	7,981.68	42.51%
34427	Tote Cart/Dumpster Charges	500.00	(112.00)	(392.00)	108.00	21.60%
34428	Bagster Bag Charges	1,500.00	(54.75)	(195.00)	1,305.00	87.00%
34454	Sale Of Recyclable Materials	3,600.00	0.00	(1,286.85)	2,313.15	64.25%
34455	Sale of Compost/Mulch	16,945.00	22.24	(4,007.63)	12,937.37	76.35%
36529	Auction Proceeds	0.00	0.00	(4,005.00)	(4,005.00)	No Budget
36971	Operational Transfer From Water Fund	59,474.00	0.00	0.00	59,474.00	100.00%
38170	Miscellaneous Revenue	0.00	0.00	23.72	23.72	No Budget
38172	Auction Proceeds - Surplus Equip	0.00	0.00	(14,951.00)	(14,951.00)	No Budget
Total For Fund: 131		994,797.00	(85,647.51)	(520,739.33)	474,057.67	47.65%

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Fund :	171	Jackson Theatre Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
34751		Auditorium Rental Revenue	25,000.00	(12,926.68)	(25,732.61)	(732.61)	-2.93%
34752		Ticket Sales	210,000.00	(6,023.59)	(10,088.68)	199,911.32	95.20%
34752	70002	Ticket Sales	0.00	0.00	(76.20)	(76.20)	No Budget
34752	70007	Ticket Sales	0.00	0.00	(1,514.55)	(1,514.55)	No Budget
34752	70009	Ticket Sales	0.00	(1,853.40)	(4,204.34)	(4,204.34)	No Budget
34752	70011	Ticket Sales	0.00	0.00	(3,080.00)	(3,080.00)	No Budget
34752	70012	Ticket Sales	0.00	0.00	(1,174.00)	(1,174.00)	No Budget
34752	70013	Ticket Sales	0.00	0.00	(648.60)	(648.60)	No Budget
34752	70014	Ticket Sales	0.00	0.00	(138.00)	(138.00)	No Budget
34752	70015	Ticket Sales	0.00	0.00	(4,791.20)	(4,791.20)	No Budget
34752	70016	Ticket Sales	0.00	0.00	(2,198.55)	(2,198.55)	No Budget
34752	70017	Ticket Sales	0.00	0.00	(2,166.00)	(2,166.00)	No Budget
34752	70018	Ticket Sales	0.00	0.00	147.20	147.20	No Budget
34752	70019	Ticket Sales	0.00	0.00	(1,076.15)	(1,076.15)	No Budget
34752	70020	Ticket Sales	0.00	0.00	(6,648.70)	(6,648.70)	No Budget
34752	70022	Ticket Sales	0.00	0.00	(3,417.90)	(3,417.90)	No Budget
34752	70023	Ticket Sales	0.00	514.70	84.40	84.40	No Budget
34752	70024	Ticket Sales	0.00	125.00	(210.00)	(210.00)	No Budget
34752	70026	Ticket Sales	0.00	(246.05)	(246.05)	(246.05)	No Budget
34752	70029	Ticket Sales	0.00	(213.50)	(213.50)	(213.50)	No Budget
34752	70100	Ticket Sales	0.00	(6,402.47)	(29,606.37)	(29,606.37)	No Budget
34753		Ticket Sales - Preservation Fee	15,000.00	(2,228.53)	(8,263.17)	6,736.83	44.91%
34755		Concessions Revenue	36,000.00	(6,688.19)	(31,899.44)	4,100.56	11.39%
34756		Merchandise Sales	15,000.00	(1,104.82)	(6,360.65)	8,639.35	57.60%
34757		Alcohol Sales	10,000.00	(4,171.58)	(4,171.58)	5,828.42	58.28%
36351		Refunds and Reimbursements	0.00	0.00	(16.12)	(16.12)	No Budget
36705		Advertising/Sponsorship	33,000.00	(7,000.00)	(12,000.00)	21,000.00	63.64%
36706		Fundraising Events	45,000.00	(33,500.00)	(33,500.00)	11,500.00	25.56%
36710		Contri And Donations-Businesses	8,000.00	0.00	0.00	8,000.00	100.00%
36720		Contri And Donations-Organizations	37,000.00	0.00	(14.55)	36,985.45	99.96%
36730		Contri And Donations-Individuals	4,000.00	35,672.39	(4,067.95)	(67.95)	-1.70%

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Fund : 171	Jackson Theatre Fund	Monthly Comparative				50.00%
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36961	Operating Transfer From Gen Fund	461,483.00	0.00	0.00	461,483.00	100.00%
38108	Membership Dues	12,000.00	(582.00)	(582.00)	11,418.00	95.15%
Total For Fund:	171	911,483.00	(46,628.72)	(197,875.26)	713,607.74	78.29%

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Fund : 210	Debt Service Fund	Monthly Comparative			50.00%	
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36901	Loan Proceeds	0.00	0.00	(1,200,000.00)	(1,200,000.00)	No Budget
36961	Operating Transfer From Gen Fund	3,330,991.00	(209,245.40)	(1,466,817.99)	1,864,173.01	55.96%
36963	Operating Transfer from Jackson Theatre	175,027.00	(13,718.00)	(70,796.66)	104,230.34	59.55%
36967	Operating Transfer From Sanitation	105,296.00	0.00	(17,720.26)	87,575.74	83.17%
Total For Fund: 210		3,611,314.00	(222,963.40)	(2,755,334.91)	855,979.09	23.70%

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Fund : 310 Capital Projects Fund			Monthly Comparative		50.00%		
			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36331	42100	Sale of Property	186,927.00	0.00	(217,655.00)	(30,728.00)	-16.44%
36922		Loan Proceeds - 2025	3,264,118.00	(1,773,661.00)	(2,638,335.00)	625,783.00	19.17%
36961	44400	Operating Transfer From Gen Fund	135,500.00	0.00	0.00	135,500.00	100.00%
38172		Auction Proceeds - Surplus Equip	0.00	0.00	0.00	0.00	No Budget
Total For Fund: 310			3,586,545.00	(1,773,661.00)	(2,855,990.00)	730,555.00	20.37%

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Fund : 334 Health Reimbursement Fund			Monthly Comparative		50.00%		
			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36992	110	HRA Contributions	0.00	(2,730.00)	(16,380.00)	(16,380.00)	No Budget
36992	131	HRA Contributions	0.00	(750.00)	(4,500.00)	(4,500.00)	No Budget
36992	413	HRA Contributions	0.00	(2,310.00)	(13,860.00)	(13,860.00)	No Budget
Total For Fund: 334			0.00	(5,790.00)	(34,740.00)	(34,740.00)	100.00%

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Fund : 413	Water & Sewer Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	Monthly Comparative	50.00%
33103	Grant - USDA	83,509.00	0.00	0.00	83,509.00	100.00%	
36100	Interest Earnings	8,000.00	(120.45)	(2,743.63)	5,256.37	65.70%	
36220	Lease Of Property	484.00	0.00	0.00	484.00	100.00%	
36351	Refunds and Reimbursements	0.00	0.00	(5,307.16)	(5,307.16)	No Budget	
36529	Auction Proceeds	0.00	0.00	(52,957.10)	(52,957.10)	No Budget	
36721	Cap Contr-Wash Cnty-WL Proj	0.00	0.00	(355,800.00)	(355,800.00)	No Budget	
37110	Metered Water Sales	8,050,607.00	(625,342.37)	(3,695,578.48)	4,355,028.52	54.10%	
37115	Collection on Delinquent Accounts	0.00	(13,077.92)	(85,024.95)	(85,024.95)	No Budget	
37151	Disconnect Fees	38,000.00	(797.78)	11,303.90	49,303.90	129.75%	
37152	Service Charges	59,000.00	(4,950.00)	(28,115.00)	30,885.00	52.35%	
37196	Water Tap Fees	805,000.00	(25,950.00)	(405,900.00)	399,100.00	49.58%	
37196	5015 Water Tap Fees	51,000.00	0.00	0.00	51,000.00	100.00%	
37197	Water Line Extension Charges	75,000.00	0.00	0.00	75,000.00	100.00%	
37210	Sewer Charges	2,223,618.00	(175,337.29)	(1,048,394.09)	1,175,223.91	52.85%	
37220	Sewer Tap Inspection Fees	7,200.00	(50.00)	(825.00)	6,375.00	88.54%	
37296	Sewer Tap Fees	360,000.00	(5,800.00)	(57,300.00)	302,700.00	84.08%	
37726	Gain on Disposal of Capital Assets	100,000.00	0.00	0.00	100,000.00	100.00%	
38170	Miscellaneous Revenue	6,000.00	0.00	0.00	6,000.00	100.00%	
38191	Insurance Recoveries	0.00	0.00	(37,018.00)	(37,018.00)	No Budget	
Total For Fund: 413		11,867,418.00	(851,425.81)	(5,763,659.51)	6,103,758.49	51.43%	

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Fund : 619	Drug Enforcement Fund			Monthly Comparative	50.00%	
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
35140	Drug Related Fines	2,000.00	(85.31)	(1,410.57)	589.43	29.47%
36529	Auction Proceeds	4,000.00	0.00	0.00	4,000.00	100.00%
36571	Property Forfeitures	1,500.00	0.00	0.00	1,500.00	100.00%
36990	Miscellaneous Revenues	2,000.00	0.00	0.00	2,000.00	100.00%
Total For Fund: 619		9,500.00	(85.31)	(1,410.57)	8,089.43	85.15%

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41500 General Administration								
121		Salaries and Wages	(681,749.00)	(681,749.00)	269,279.58	(412,469.42)	39.50%	51,745.69
			0.00		0.00			0.00
135		Town Christmas Luncheon	0.00	0.00	1,487.53	1,487.53	No Budget	1,487.53
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(50,201.00)	(50,201.00)	19,730.21	(30,470.79)	39.30%	3,823.38
			0.00		0.00			0.00
142		Hospital And Health Insurance	(96,973.00)	(96,973.00)	36,156.97	(60,816.03)	37.29%	5,777.11
			0.00		0.00			0.00
143		Employee Retirement Plan	(37,135.00)	(37,135.00)	14,947.30	(22,187.70)	40.25%	2,549.27
			0.00		0.00			0.00
146		Workmen's Compensation	(4,900.00)	(4,900.00)	0.00	(4,900.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(180.00)	(180.00)	25.34	(154.66)	14.08%	11.98
			0.00		0.00			0.00
148		Employee Education And Training	(1,500.00)	(1,500.00)	995.00	(505.00)	66.33%	495.00
			0.00		0.00			0.00
166		Municipal Judge	(10,000.00)	(10,000.00)	4,725.00	(5,275.00)	47.25%	525.00
			0.00		0.00			0.00
168		USDA Wildlife Management	(3,100.00)	(3,100.00)	3,100.00	0.00	100.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(2,000.00)	(2,000.00)	853.36	(1,146.64)	42.67%	34.18
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(2,500.00)	(2,500.00)	3,938.40	1,438.40	157.54%	360.31
			0.00		0.00			0.00
231		Publication Of Legal Notices	0.00	0.00	2,613.70	2,613.70	No Budget	518.90
			0.00		0.00			0.00
236		Public Relation	(5,000.00)	(5,000.00)	1,382.14	(3,617.86)	27.64%	585.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
238		Marketing and Advertising	0.00	0.00	705.00	705.00	No Budget	0.00
			0.00		0.00			0.00
239		MTAS/TML Fees	(3,500.00)	(3,500.00)	3,378.00	(122.00)	96.51%	0.00
			0.00		0.00			0.00
241		Electric	(15,000.00)	(15,000.00)	8,871.66	(6,128.34)	59.14%	976.78
			0.00		0.00			0.00
242		Water	(1,200.00)	(1,200.00)	5,426.06	4,226.06	452.17%	235.61
			0.00		0.00			0.00
244		Natural Gas	0.00	0.00	584.01	584.01	No Budget	256.49
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(12,000.00)	(12,000.00)	6,100.09	(5,899.91)	50.83%	987.22
			0.00		0.00			0.00
248		GPS Services	(1,000.00)	(1,000.00)	609.67	(390.33)	60.97%	122.90
			0.00		0.00			0.00
251		Medical Services	(2,600.00)	(2,600.00)	1,223.44	(1,376.56)	47.06%	41.55
			0.00		0.00			0.00
252		Legal Services	(60,000.00)	(60,000.00)	26,490.64	(33,509.36)	44.15%	9,244.57
			0.00		0.00			0.00
253		Accounting And Auditing Services	(30,000.00)	(30,000.00)	29,815.00	(185.00)	99.38%	29,815.00
			0.00		0.00			0.00
255		Data Processing Services	(50,000.00)	(50,000.00)	48,568.02	(1,431.98)	97.14%	0.00
			0.00		0.00			0.00
256		Engineering Services & Land Services	(40,000.00)	(40,000.00)	19,107.50	(20,892.50)	47.77%	3,600.00
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(30,000.00)	(30,000.00)	19,696.93	(10,303.07)	65.66%	2,005.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
267			(5,000.00)	(5,000.00)	1,908.24	(3,091.76)	38.16%	220.00
		Repair And Maintenance Buildings - ISC Bldg	0.00		0.00			0.00
279			(1,000.00)	(1,000.00)	550.00	(450.00)	55.00%	55.00
		Website Maintenance	0.00		0.00			0.00
280			(2,000.00)	(2,000.00)	357.63	(1,642.37)	17.88%	0.00
		Travel	0.00		0.00			0.00
283			0.00	0.00	392.00	392.00	No Budget	0.00
		Professional Development	0.00		0.00			0.00
288			(6,500.00)	(6,500.00)	1,537.14	(4,962.86)	23.65%	0.00
		Travel/Training	0.00		0.00			0.00
290			(25,000.00)	(25,000.00)	52,688.02	27,688.02	210.75%	25,277.00
		Other Contracted Services	0.00		0.00			0.00
293			0.00	0.00	132.00	132.00	No Budget	0.00
		Software service	0.00		0.00			0.00
297			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Veterans Memorial	0.00		0.00			0.00
311			(5,500.00)	(5,500.00)	2,083.25	(3,416.75)	37.88%	14.97
		Office Supplies	0.00		0.00			0.00
312			(9,000.00)	(9,000.00)	1,635.75	(7,364.25)	18.18%	530.30
		Small Items Of Equipment	0.00		0.00			0.00
313			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Stationary/Forms	0.00		0.00			0.00
315			0.00	0.00	6,201.84	6,201.84	No Budget	109.99
		Information Technology Equipment	0.00		0.00			0.00
316			0.00	0.00	1,702.16	1,702.16	No Budget	1,348.37
		Technology Supplies	0.00		0.00			0.00
321			0.00	0.00	150.83	150.83	No Budget	0.00
		Paper/Plastics	0.00		0.00			0.00
323			(19,000.00)	(19,000.00)	11,340.13	(7,659.87)	59.68%	5,582.42
		Food	0.00		0.00			0.00

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	571.04	(4,428.96)	11.42%	36.79
			0.00		0.00			0.00
326		Clothing And Uniforms	(2,000.00)	(2,000.00)	371.46	(1,628.54)	18.57%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,500.00)	(2,500.00)	2,470.53	(29.47)	98.82%	651.65
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	585.22	585.22	No Budget	0.00
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	867.64	867.64	No Budget	0.00
			0.00		0.00			0.00
336		Municipal Judge Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	1,824.58	1,824.58	No Budget	125.52
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	277.12	277.12	No Budget	43.62
			0.00		0.00			0.00
390		Miscellaneous Supplies	(4,500.00)	(4,500.00)	270.70	(4,229.30)	6.02%	28.74
			0.00		0.00			0.00
520		Property/Liability Insurance	(170,000.00)	(170,000.00)	109,430.50	(60,569.50)	64.37%	0.00
			0.00		0.00			0.00
532		Land Rental	0.00	0.00	3,500.00	3,500.00	No Budget	1,000.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(40,000.00)	(40,000.00)	18,679.63	(21,320.37)	46.70%	2,447.08
			0.00		0.00			0.00
555		Bank Service Charges	(5,000.00)	(5,000.00)	896.73	(4,103.27)	17.93%	145.14
			0.00		0.00			0.00
569		Other State Fees And Charges	0.00	0.00	25.00	25.00	No Budget	0.00
			0.00		0.00			0.00

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
591			(1,200.00)	(1,200.00)	546.00	(654.00)	45.50%	0.00
		Property Taxes	0.00		0.00			0.00
595			(20,000.00)	(20,000.00)	9,949.00	(10,051.00)	49.75%	707.00
		Tax Relief Program	0.00		0.00			0.00
620	ENGEL		0.00	0.00	0.00	0.00	No Budget	0.00
		Note Principal	0.00		0.00			0.00
620	MUNIB		0.00	0.00	0.00	0.00	No Budget	0.00
		Note Principal	0.00		0.00			0.00
620	COMM		0.00	0.00	0.00	0.00	No Budget	0.00
		Note Principal	0.00		0.00			0.00
620	CAP23		0.00	0.00	0.00	0.00	No Budget	0.00
		Note Principal	0.00		0.00			0.00
640	ENGEL		0.00	0.00	0.00	0.00	No Budget	0.00
		Interest On Notes	0.00		0.00			0.00
640	MUNIB		0.00	0.00	0.00	0.00	No Budget	0.00
		Interest On Notes	0.00		0.00			0.00
640	COMM		0.00	0.00	0.00	0.00	No Budget	0.00
		Interest On Notes	0.00		0.00			0.00
640	CAP23		0.00	0.00	0.00	0.00	No Budget	0.00
		Interest On Notes	0.00		0.00			0.00
640	K8PK		0.00	0.00	0.00	0.00	No Budget	0.00
		Interest On Notes	0.00		0.00			0.00
641			0.00	0.00	0.00	0.00	No Budget	0.00
		Fiscal Agent Fees	0.00		0.00			0.00
660			0.00	0.00	500.00	500.00	No Budget	500.00
		Debt Issuance Costs	0.00		0.00			0.00
732			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Compensation For Damages	0.00		0.00			0.00
747	00004		0.00	0.00	(15,738.08)	(15,738.08)	No Budget	(15,738.08)
		Cash Over/Short	0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
801		Library Appropriation	(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
			0.00		0.00			0.00
802		NE TN Tourism Appropriation	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
803		WC Museum/Heritage Alliance Appro	(50,000.00)	(50,000.00)	29,166.69	(20,833.31)	58.33%	8,333.34
			0.00		0.00			0.00
804		Building Inspection	(4,500.00)	(4,500.00)	2,261.40	(2,238.60)	50.25%	273.50
			0.00		0.00			0.00
805		Dirty Street Fighters	(8,000.00)	(8,000.00)	3,123.94	(4,876.06)	39.05%	564.61
			0.00		0.00			0.00
806		F.T.D.D. Appropriation	(1,649.00)	(1,649.00)	1,649.00	0.00	100.00%	0.00
			0.00		0.00			0.00
807		F.T.H.R.A. Appro	(7,310.00)	(7,310.00)	0.00	(7,310.00)	0.00%	0.00
			0.00		0.00			0.00
808		WC E.M.S. Appropriation	(50,000.00)	(50,000.00)	50,000.00	0.00	100.00%	0.00
			0.00		0.00			0.00
809		NE TN Regional Economic Partnersh	0.00	0.00	2,100.00	2,100.00	No Budget	0.00
			0.00		0.00			0.00
815		Main Street Jones.Program Exp	0.00	0.00	2,249.95	2,249.95	No Budget	449.99
			0.00		0.00			0.00
817		Main St.-Jonesborough Days	0.00	0.00	205.74	205.74	No Budget	53.87
			0.00		0.00			0.00
991		Facade Renovation	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
992		Street/Solid Waste Building	0.00	0.00	0.00	0.00	No Budget	(2,170.00)
			0.00		0.00			0.00
42100	Police							
121		Salaries and Wages	(1,550,749.00)	(1,550,749.00)	763,096.69	(787,652.31)	49.21%	147,179.79
			0.00		0.00			0.00

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Fund : 110					Monthly Comparative:		50.00%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	(118,632.00)	(118,632.00)	55,092.49	(63,539.51)	46.44%	10,709.27 0.00
142		Hospital And Health Insurance	(274,756.00)	(274,756.00)	154,581.47	(120,174.53)	56.26%	24,097.73 0.00
143		Employee Retirement Plan	(89,400.00)	(89,400.00)	43,253.13	(46,146.87)	48.38%	7,095.42 0.00
146		Workmen's Compensation	(41,800.00)	(41,800.00)	0.00	(41,800.00)	0.00%	0.00 0.00
147		Unemployment Insurance	(600.00)	(600.00)	42.00	(558.00)	7.00%	0.00 0.00
148		Employee Education And Training	(18,000.00)	(18,000.00)	3,384.49	(14,615.51)	18.80%	1,296.49 0.00
164		Reserve Officer Program	(10,000.00)	(10,000.00)	829.00	(9,171.00)	8.29%	0.00 0.00
165		Court Costs	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00 0.00
211		Postage, Box Rent, Etc.	(2,500.00)	(2,500.00)	1,171.11	(1,328.89)	46.84%	152.48 0.00
213		Automobile Licenses And Titles	0.00	0.00	138.81	138.81	No Budget	0.00 0.00
220		Printing, Duplicating, Typing, And Binding	0.00	0.00	340.00	340.00	No Budget	0.00 0.00
230		Publicity, Subscriptions, And Dues	(3,000.00)	(3,000.00)	2,704.28	(295.72)	90.14%	65.00 0.00
236		Public Relation	(5,000.00)	(5,000.00)	173.12	(4,826.88)	3.46%	0.00 0.00
245		Telephone And Other Communication Services	(20,660.00)	(20,660.00)	6,823.68	(13,836.32)	33.03%	1,139.35 0.00
248		GPS Services	(5,250.00)	(5,250.00)	2,925.44	(2,324.56)	55.72%	589.70 0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251		Medical Services	(11,500.00)	(11,500.00)	2,481.05	(9,018.95)	21.57%	41.55 0.00
			0.00		0.00			
260	RADIO	Repair And Maintenance Services	(1,000.00)	(1,000.00)	386.15	(613.85)	38.62%	35.66 0.00
			0.00		0.00			
261		Repair And Maintenance Motor Vehicles	(22,000.00)	(22,000.00)	675.49	(21,324.51)	3.07%	599.42 0.00
			0.00		0.00			
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00 0.00
			0.00		0.00			
266		Repair And Maintenance Buildings	0.00	0.00	580.00	580.00	No Budget	0.00 0.00
			0.00		0.00			
270		Repair And Maintenance Surplus Vehicles &	(5,000.00)	(5,000.00)	1,284.29	(3,715.71)	25.69%	0.00 0.00
			0.00		0.00			
280	Travel		(7,000.00)	(7,000.00)	2,259.95	(4,740.05)	32.29%	1,092.46 0.00
			0.00		0.00			
288		Travel/Training	0.00	0.00	400.67	400.67	No Budget	0.00 0.00
			0.00		0.00			
289		Travel - Surplus Vehicles & Equip	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00 0.00
			0.00		0.00			
290		Other Contracted Services	(71,768.00)	(71,768.00)	30,063.78	(41,704.22)	41.89%	4,877.69 0.00
			0.00		0.00			
293		Software service	0.00	0.00	1,600.00	1,600.00	No Budget	400.00 0.00
			0.00		0.00			
307		Shop with a Cop	(29,000.00)	(29,000.00)	51,957.40	22,957.40	179.16%	49,282.73 0.00
			0.00		0.00			
311		Office Supplies	(3,500.00)	(3,500.00)	2,147.02	(1,352.98)	61.34%	162.92 0.00
			0.00		0.00			
312		Small Items Of Equipment	(20,000.00)	(20,000.00)	2,137.31	(17,862.69)	10.69%	766.80 0.00
			0.00		0.00			
313		Stationary/Forms	(1,400.00)	(1,400.00)	77.25	(1,322.75)	5.52%	77.25 0.00
			0.00		0.00			

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Monthly Comparative:

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
315		Information Technology Equipment	0.00	0.00	37.84	37.84	No Budget	0.00
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	138.60	138.60	No Budget	19.94
			0.00		0.00			0.00
323		Food	0.00	0.00	249.49	249.49	No Budget	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	0.00	0.00	66.61	66.61	No Budget	0.00
			0.00		0.00			0.00
325		Agricultural and Horticultural Supplies	0.00	0.00	154.33	154.33	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(24,000.00)	(24,000.00)	6,242.08	(17,757.92)	26.01%	104.00
			0.00		0.00			0.00
327		Fire Arm Supplies	(10,000.00)	(10,000.00)	7,917.35	(2,082.65)	79.17%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(60,000.00)	(60,000.00)	23,497.49	(36,502.51)	39.16%	7,730.68
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	13,258.40	13,258.40	No Budget	2,108.73
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(10,000.00)	(10,000.00)	2,208.00	(7,792.00)	22.08%	2,208.00
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	21.83	21.83	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	52.46	52.46	No Budget	0.00
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	633.28	(366.72)	63.33%	633.28
			0.00		0.00			0.00
390		Miscellaneous Supplies	(6,000.00)	(6,000.00)	170.36	(5,829.64)	2.84%	155.36
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(25,000.00)	(25,000.00)	10,351.20	(14,648.80)	41.40%	1,446.29
			0.00		0.00			0.00

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Fund : 110

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
560			(25,000.00)	(25,000.00)	9,258.38	(15,741.62)	37.03%	1,428.07
		State Police Fines	0.00		0.00			0.00
701			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		DOJ Bullet Proof Vests Grant	0.00		0.00			0.00
702			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		TN Highway Safety Grant	0.00		0.00			0.00
831			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Ps Electr.Citation Reserve Exp	0.00		0.00			0.00
832			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Clerk Electr.Citation Reserve Exp	0.00		0.00			0.00
833			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Handgun Permit Class Expense	0.00		0.00			0.00
834			(2,000.00)	(2,000.00)	2,422.96	422.96	121.15%	1,625.33
		Driving School Tech Fund Expenses	0.00		0.00			0.00
835			(8,000.00)	(8,000.00)	9,984.12	1,984.12	124.80%	7,206.94
		Paws In Blue Canine Expenses	0.00		0.00			0.00
952			0.00	0.00	0.00	0.00	No Budget	(21,581.70)
		Police Vehicles	0.00		0.00			0.00
42200		Fire Protection And Control Services						
121			(536,093.00)	(536,093.00)	281,849.74	(254,243.26)	52.57%	58,569.87
		Salaries and Wages	0.00		0.00			0.00
141			(41,011.00)	(41,011.00)	20,532.44	(20,478.56)	50.07%	4,285.95
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(80,994.00)	(80,994.00)	41,180.57	(39,813.43)	50.84%	7,900.89
		Hospital And Health Insurance	0.00		0.00			0.00
143			(30,018.00)	(30,018.00)	15,341.12	(14,676.88)	51.11%	2,848.04
		Employee Retirement Plan	0.00		0.00			0.00
146			(8,800.00)	(8,800.00)	286.71	(8,513.29)	3.26%	286.71
		Workmen's Compensation	0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147		Unemployment Insurance	(300.00)	(300.00)	45.27	(254.73)	15.09%	24.27
			0.00		0.00			0.00
148		Employee Education And Training	(8,500.00)	(8,500.00)	3,466.82	(5,033.18)	40.79%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(200.00)	(200.00)	124.17	(75.83)	62.09%	0.00
			0.00		0.00			0.00
220		Printing, Duplicating, Typing, And Binding	0.00	0.00	75.00	75.00	No Budget	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(6,000.00)	(6,000.00)	1,749.38	(4,250.62)	29.16%	1,209.39
			0.00		0.00			0.00
236		Public Relation	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(6,250.00)	(6,250.00)	3,603.52	(2,646.48)	57.66%	676.69
			0.00		0.00			0.00
248		GPS Services	(1,500.00)	(1,500.00)	1,097.37	(402.63)	73.16%	221.22
			0.00		0.00			0.00
251		Medical Services	(4,000.00)	(4,000.00)	1,934.04	(2,065.96)	48.35%	506.43
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(40,000.00)	(40,000.00)	11,346.26	(28,653.74)	28.37%	599.42
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(15,000.00)	(15,000.00)	5,677.99	(9,322.01)	37.85%	2,400.00
			0.00		0.00			0.00
280		Travel	(2,000.00)	(2,000.00)	1,854.96	(145.04)	92.75%	0.00
			0.00		0.00			0.00
288		Travel/Training	0.00	0.00	204.00	204.00	No Budget	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(15,000.00)	(15,000.00)	5,294.29	(9,705.71)	35.30%	4,827.65
			0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
293		Software service	0.00 0.00	0.00 (1,500.00)	5,089.49 0.00	5,089.49 (1,314.97)	No Budget 12.34%	0.00 134.88
311		Office Supplies		0.00	185.03 0.00			0.00
312		Small Items Of Equipment	(65,000.00) 0.00	(65,000.00) (200.00)	27,433.14 0.00	(37,566.86) (200.00)	42.20% 0.00%	13,344.55 0.00
313		Stationary/Forms		0.00	0.00 0.00			0.00 0.00
315		Information Technology Equipment		0.00	649.99 0.00	649.99	No Budget	0.00 0.00
316		Technology Supplies		0.00	327.42 0.00	327.42	No Budget	108.90 0.00
322		Chemical, Laboratory, And Medical Supplies		0.00	603.29 0.00	603.29	No Budget	369.95 0.00
323		Food		0.00	670.50 0.00	670.50	No Budget	69.86 0.00
324		Household And Janitorial Supplies		0.00	1,203.18 0.00	1,203.18	No Budget	303.27 0.00
326		Clothing And Uniforms	(12,000.00) 0.00	(12,000.00) (25,000.00)	4,913.69 0.00	(7,086.31) (13,772.50)	40.95% 44.91%	2,097.55 0.00
329		Fire Fighting Gear		0.00	11,227.50 0.00			4,331.72 0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(13,000.00) 0.00	(13,000.00) (13,000.00)	6,423.35 0.00	(6,576.65) 4,849.36	49.41% No Budget	1,903.60 808.75
332		Vehicle Parts And Repair		0.00	4,849.36 0.00			0.00
333		Other Equipment Parts And Repairs		0.00	528.92 0.00	528.92	No Budget	116.92 0.00
334		Tires, Tubes And Etc.	(6,000.00) 0.00	(6,000.00) 0.00	4,600.10 0.00	(1,399.90) 0.00	76.67%	1,141.14 0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
340		Other Repair And Maintenance Supplies	0.00	0.00	434.07	434.07	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	1,425.65	1,425.65	No Budget	581.53
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	347.39	(652.61)	34.74%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(6,500.00)	(6,500.00)	760.37	(5,739.63)	11.70%	321.90
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,500.00)	(6,500.00)	5,476.42	(1,023.58)	84.25%	626.32
			0.00		0.00			0.00
620	FT16	Note Principal	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00		0.00			0.00
640	FT16	Interest On Notes	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00		0.00			0.00
949		Other Machinery And Equipment	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00		0.00			0.00
43100	Highways And Streets							
121		Salaries and Wages	(470,711.00)	(470,711.00)	200,489.16	(270,221.84)	42.59%	36,648.53
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(36,009.00)	(36,009.00)	14,691.44	(21,317.56)	40.80%	2,693.27
			0.00		0.00			0.00
142		Hospital And Health Insurance	(74,993.00)	(74,993.00)	31,166.67	(43,826.33)	41.56%	5,033.90
			0.00		0.00			0.00
143		Employee Retirement Plan	(27,032.00)	(27,032.00)	11,787.88	(15,244.12)	43.61%	1,957.42
			0.00		0.00			0.00
146		Workmen's Compensation	(29,350.00)	(29,350.00)	0.00	(29,350.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(220.00)	(220.00)	53.81	(166.19)	24.46%	10.65
			0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148		Employee Education And Training	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	0.00	0.00	78.69	78.69	No Budget	0.00
			0.00		0.00			0.00
213		Automobile Licenses And Titles	0.00	0.00	118.36	118.36	No Budget	13.04
			0.00		0.00			0.00
241		Electric	(5,000.00)	(5,000.00)	416.48	(4,583.52)	8.33%	82.55
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(3,500.00)	(3,500.00)	906.94	(2,593.06)	25.91%	147.71
			0.00		0.00			0.00
247		Street Lighting (Electric And Maint.)	(192,500.00)	(192,500.00)	104,522.19	(87,977.81)	54.30%	20,100.33
			0.00		0.00			0.00
248		GPS Services	(2,250.00)	(2,250.00)	1,097.37	(1,152.63)	48.77%	221.22
			0.00		0.00			0.00
251		Medical Services	(2,500.00)	(2,500.00)	1,488.62	(1,011.38)	59.54%	41.55
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(60,000.00)	(60,000.00)	6,348.97	(53,651.03)	10.58%	4,538.07
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(2,000.00)	(2,000.00)	13,243.98	11,243.98	662.20%	0.00
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And	0.00	0.00	250.00	250.00	No Budget	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(2,500.00)	(2,500.00)	1,709.68	(790.32)	68.39%	374.94
			0.00		0.00			0.00
268		Repair And Maintenance Roads And Streets	(18,750.00)	(18,750.00)	440.40	(18,309.60)	2.35%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	0.00	0.00	232.05	232.05	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(1,000.00)	(1,000.00)	3.78	(996.22)	0.38%	0.00
			0.00		0.00			0.00

**Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025**

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(5,000.00)	(5,000.00)	1,583.35	(3,416.65)	31.67%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	0.00	0.00	61.19	61.19	No Budget	0.00
			0.00		0.00			0.00
325		Agricultural and Horticultural Supplies	0.00	0.00	401.52	401.52	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(2,000.00)	(2,000.00)	2,615.54	615.54	130.78%	1,019.45
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(38,610.00)	(38,610.00)	15,188.75	(23,421.25)	39.34%	2,702.35
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	16,582.76	16,582.76	No Budget	1,981.94
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(7,000.00)	(7,000.00)	2,606.16	(4,393.84)	37.23%	2,606.16
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	129.42	129.42	No Budget	0.00
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	343.10	343.10	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	987.73	987.73	No Budget	10.68
			0.00		0.00			0.00
342		Sign Parts And Supplies	(5,000.00)	(5,000.00)	1,886.54	(3,113.46)	37.73%	344.76
			0.00		0.00			0.00
343		Traffic Signal Supplies	0.00	0.00	52.66	52.66	No Budget	52.66
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	515.18	(484.82)	51.52%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,500.00)	(1,500.00)	32.64	(1,467.36)	2.18%	0.00
			0.00		0.00			0.00
395		Storm Water	(2,500.00)	(2,500.00)	832.72	(1,667.28)	33.31%	0.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
410		Concrete And Clay Products	0.00	0.00	109.28	109.28	No Budget	0.00
			0.00		0.00			0.00
451		Rock and Crushed Stone	0.00	0.00	1,173.11	1,173.11	No Budget	251.92
			0.00		0.00			0.00
454		Sodium Chloride	(10,000.00)	(10,000.00)	11,037.26	1,037.26	110.37%	0.00
			0.00		0.00			0.00
471		Asphalt And Asphalt Filler	0.00	0.00	4,366.25	4,366.25	No Budget	94.90
			0.00		0.00			0.00
472		Concrete	0.00	0.00	336.90	336.90	No Budget	0.00
			0.00		0.00			0.00
473	974	Curbing, Sidewalks, and Rock	0.00	0.00	270,441.58	270,441.58	No Budget	8,470.00
			0.00		0.00			0.00
473		Curbing, Sidewalks, and Rock	(25,000.00)	(25,000.00)	1,106.46	(23,893.54)	4.43%	0.00
			0.00		0.00			0.00
474		Street Paving	(150,000.00)	(150,000.00)	8,429.44	(141,570.56)	5.62%	0.00
			0.00		0.00			0.00
486		Wire Or Fencing	0.00	0.00	1,177.60	1,177.60	No Budget	1,177.60
			0.00		0.00			0.00
533		Machinery And Equipment Rental	0.00	0.00	800.00	800.00	No Budget	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(3,500.00)	(3,500.00)	2,184.70	(1,315.30)	62.42%	238.93
			0.00		0.00			0.00
560		State Storm Water Maintenance Fees	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
805		Dirty Street Fighters	0.00	0.00	240.00	240.00	No Budget	240.00
			0.00		0.00			0.00
43170	City Garage							
121		Salaries and Wages	(93,689.00)	(93,689.00)	46,434.48	(47,254.52)	49.56%	8,608.55
			0.00		0.00			0.00

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December 2025

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	(7,167.00)	(7,167.00)	3,092.00	(4,075.00)	43.14%	587.33 0.00
			0.00		0.00			
142		Hospital And Health Insurance	(29,933.00)	(29,933.00)	16,137.59	(13,795.41)	53.91%	2,445.37 0.00
			0.00		0.00			
143		Employee Retirement Plan	(5,564.00)	(5,564.00)	2,739.60	(2,824.40)	49.24%	470.02 0.00
			0.00		0.00			
146		Workmen's Compensation	(2,400.00)	(2,400.00)	0.00	(2,400.00)	0.00%	0.00 0.00
			0.00		0.00			
147		Unemployment Insurance	(80.00)	(80.00)	0.00	(80.00)	0.00%	0.00 0.00
			0.00		0.00			
148		Employee Education And Training	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00 0.00
			0.00		0.00			
211		Postage, Box Rent, Etc.	0.00	0.00	180.34	180.34	No Budget	0.00 0.00
			0.00		0.00			
230		Publicity, Subscriptions, And Dues	(250.00)	(250.00)	1,199.88	949.88	479.95%	0.00 0.00
			0.00		0.00			
241		Electric	(5,000.00)	(5,000.00)	1,738.55	(3,261.45)	34.77%	300.21 0.00
			0.00		0.00			
242		Water	(1,000.00)	(1,000.00)	495.79	(504.21)	49.58%	49.89 0.00
			0.00		0.00			
244		Natural Gas	0.00	0.00	983.19	983.19	No Budget	432.03 0.00
			0.00		0.00			
245		Telephone And Other Communication Services	(2,250.00)	(2,250.00)	1,842.19	(407.81)	81.88%	302.26 0.00
			0.00		0.00			
248		GPS Services	(400.00)	(400.00)	122.17	(277.83)	30.54%	24.58 0.00
			0.00		0.00			
251		Medical Services	(1,000.00)	(1,000.00)	264.05	(735.95)	26.41%	41.55 0.00
			0.00		0.00			
261		Repair And Maintenance Motor Vehicles	(2,800.00)	(2,800.00)	0.00	(2,800.00)	0.00%	0.00 0.00
			0.00		0.00			

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262		Repair And Maintenance Equipment	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(8,000.00)	(8,000.00)	961.45	(7,038.55)	12.02%	0.00
			0.00		0.00			0.00
311		Office Supplies	(600.00)	(600.00)	257.70	(342.30)	42.95%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(3,470.00)	(3,470.00)	1,232.62	(2,237.38)	35.52%	785.23
			0.00		0.00			0.00
322		Chemical, Laboratory, And Medical Supplies	0.00	0.00	170.48	170.48	No Budget	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(1,900.00)	(1,900.00)	1,481.48	(418.52)	77.97%	430.59
			0.00		0.00			0.00
326		Clothing And Uniforms	(2,500.00)	(2,500.00)	1,744.61	(755.39)	69.78%	254.25
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(3,000.00)	(3,000.00)	970.65	(2,029.35)	32.36%	118.32
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	592.61	592.61	No Budget	102.44
			0.00		0.00			0.00
333		Other Equipment Parts And Repairs	0.00	0.00	170.00	170.00	No Budget	0.00
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	97.35	97.35	No Budget	0.00
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	256.18	256.18	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	(2,800.00)	(2,800.00)	58.59	(2,741.41)	2.09%	39.59
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	142.94	(857.06)	14.29%	0.00
			0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
345			(900.00)	(900.00)	262.27	(637.73)	29.14%	38.32
		Welding Supplies	0.00		0.00			0.00
346			(2,500.00)	(2,500.00)	410.00	(2,090.00)	16.40%	(483.00)
		Wash Bay Maintenance and Supplies	0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	37.37	(962.63)	3.74%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(4,000.00)	(4,000.00)	2,593.38	(1,406.62)	64.83%	326.14
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
44320		Senior Citizen Facilities						
121	IIIB		(37,652.00)	(37,652.00)	18,491.81	(19,160.19)	49.11%	3,458.20
		Salaries and Wages	0.00		0.00			0.00
121			(409,614.00)	(409,614.00)	199,992.72	(209,621.28)	48.82%	36,025.76
		Salaries and Wages	0.00		0.00			0.00
141	IIIB		(2,880.00)	(2,880.00)	1,222.05	(1,657.95)	42.43%	234.71
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(31,335.00)	(31,335.00)	14,590.06	(16,744.94)	46.56%	2,648.35
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(70,687.00)	(70,687.00)	34,627.51	(36,059.49)	48.99%	5,248.93
		Hospital And Health Insurance	0.00		0.00			0.00
142	TRANS		0.00	0.00	63.63	63.63	No Budget	9.09
		Hospital And Health Insurance	0.00		0.00			0.00
142	IIIB		(13,280.00)	(13,280.00)	7,713.16	(5,566.84)	58.08%	1,101.88
		Hospital And Health Insurance	0.00		0.00			0.00
143			(21,954.00)	(21,954.00)	10,509.08	(11,444.92)	47.87%	1,685.79
		Employee Retirement Plan	0.00		0.00			0.00
143	IIIB		(2,249.00)	(2,249.00)	1,075.05	(1,173.95)	47.80%	173.00
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,672.00)	(1,672.00)	0.00	(1,672.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(220.00)	(220.00)	5.92	(214.08)	2.69%	0.00
		Unemployment Insurance	0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147	IIIB		(21.00)	(21.00)	0.00	(21.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148	IIIB		(2,500.00)	(2,500.00)	928.58	(1,571.42)	37.14%	177.52
	Employee Education And Training		0.00		0.00			0.00
148			(2,000.00)	(2,000.00)	18.43	(1,981.57)	0.92%	0.00
	Employee Education And Training		0.00		0.00			0.00
168			0.00	0.00	1,500.00	1,500.00	No Budget	0.00
	USDA Wildlife Management		0.00		0.00			0.00
211			(1,200.00)	(1,200.00)	607.65	(592.35)	50.64%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
213			0.00	0.00	20.45	20.45	No Budget	0.00
	Automobile Licenses And Titles		0.00		0.00			0.00
230			(3,500.00)	(3,500.00)	455.46	(3,044.54)	13.01%	434.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
230	978		0.00	0.00	2,500.00	2,500.00	No Budget	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
238			0.00	0.00	1,799.80	1,799.80	No Budget	166.00
	Marketing and Advertising		0.00		0.00			0.00
241			(28,000.00)	(28,000.00)	6,645.26	(21,354.74)	23.73%	1,319.94
	Electric		0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	2,075.66	(1,924.34)	51.89%	426.23
	Water		0.00		0.00			0.00
244			0.00	0.00	1,065.20	1,065.20	No Budget	539.95
	Natural Gas		0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	2,449.42	(7,550.58)	24.49%	460.75
	Telephone And Other Communication Services		0.00		0.00			0.00
245	IIIB		(780.00)	(780.00)	260.00	(520.00)	33.33%	65.00
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	487.72	(712.28)	40.64%	98.32
	GPS Services		0.00		0.00			0.00

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251		Medical Services	(2,500.00)	(2,500.00)	775.30	(1,724.70)	31.01%	41.55 0.00
			0.00		0.00			
261		Repair And Maintenance Motor Vehicles	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00 0.00
			0.00		0.00			
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	355.00	(645.00)	35.50%	0.00 0.00
			0.00		0.00			
265		Repair And Maintenance Grounds And	(10,000.00)	(10,000.00)	690.73	(9,309.27)	6.91%	690.73 0.00
			0.00		0.00			
266		Repair And Maintenance Buildings	(40,000.00)	(40,000.00)	8,425.75	(31,574.25)	21.06%	513.55 0.00
			0.00		0.00			
288		Travel/Training	0.00	0.00	453.30	453.30	No Budget	0.00 0.00
			0.00		0.00			
290		Other Contracted Services	0.00	0.00	1,613.19	1,613.19	No Budget	913.82 0.00
			0.00		0.00			
300	IIIB	Supplies	(554.00)	(554.00)	0.00	(554.00)	0.00%	0.00 0.00
			0.00		0.00			
311		Office Supplies	(3,200.00)	(3,200.00)	1,798.44	(1,401.56)	56.20%	615.25 0.00
			0.00		0.00			
311	IIIB	Office Supplies	0.00	0.00	165.84	165.84	No Budget	19.96 0.00
			0.00		0.00			
312		Small Items Of Equipment	(5,000.00)	(5,000.00)	3,514.00	(1,486.00)	70.28%	0.00 0.00
			0.00		0.00			
316		Technology Supplies	0.00	0.00	209.95	209.95	No Budget	0.00 0.00
			0.00		0.00			
320		Recreational Equipment and Supplies	0.00	0.00	18.45	18.45	No Budget	0.00 0.00
			0.00		0.00			
322		Chemical, Laboratory, And Medical Supplies	0.00	0.00	32.09	32.09	No Budget	32.09 0.00
			0.00		0.00			
324		Household And Janitorial Supplies	(8,000.00)	(8,000.00)	5,143.38	(2,856.62)	64.29%	534.49 0.00
			0.00		0.00			

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
325		Agricultural and Horticultural Supplies	0.00	0.00	113.80	113.80	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(750.00)	(750.00)	127.49	(622.51)	17.00%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,000.00)	(2,000.00)	637.14	(1,362.86)	31.86%	375.85
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	467.45	467.45	No Budget	0.00
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	367.05	367.05	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	278.87	278.87	No Budget	113.52
			0.00		0.00			0.00
344		Safety Supplies	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
360	IIIB	Transportation	(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,500.00)	(1,500.00)	1,112.46	(387.54)	74.16%	714.60
			0.00		0.00			0.00
522	978	Vehicle Insurance	0.00	0.00	811.68	811.68	No Budget	33.76
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(25,500.00)	(25,500.00)	10,010.14	(15,489.86)	39.26%	1,535.38
			0.00		0.00			0.00
836		Ada Compliance	(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
			0.00		0.00			0.00
837		Parrish Nurse/Wellness Program	(16,000.00)	(16,000.00)	6,753.60	(9,246.40)	42.21%	1,688.40
			0.00		0.00			0.00
838		Health Promotion Program	(35,000.00)	(35,000.00)	15,304.10	(19,695.90)	43.73%	9,950.00
			0.00		0.00			0.00

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Town of Jonesborough
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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
839		Senior Center-Special Projects Ex	(55,000.00)	(55,000.00)	0.00	(55,000.00)	0.00%	0.00
			0.00		0.00			0.00
44400	Parks and Recreation							
121		Salaries and Wages	(397,295.00)	(397,295.00)	170,226.70	(227,068.30)	42.85%	28,185.08
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(30,393.00)	(30,393.00)	12,029.87	(18,363.13)	39.58%	1,982.54
			0.00		0.00			0.00
142		Hospital And Health Insurance	(62,300.00)	(62,300.00)	39,455.94	(22,844.06)	63.33%	5,317.92
			0.00		0.00			0.00
143		Employee Retirement Plan	(23,596.00)	(23,596.00)	10,042.52	(13,553.48)	42.56%	1,520.10
			0.00		0.00			0.00
146		Workmen's Compensation	(4,900.00)	(4,900.00)	0.00	(4,900.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(205.00)	(205.00)	0.00	(205.00)	0.00%	0.00
			0.00		0.00			0.00
148		Employee Education And Training	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
168		USDA Wildlife Management	0.00	0.00	2,900.00	2,900.00	No Budget	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(500.00)	(500.00)	77.52	(422.48)	15.50%	0.00
			0.00		0.00			0.00
220		Printing, Duplicating, Typing, And Binding	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
241		Electric	(37,500.00)	(37,500.00)	19,126.30	(18,373.70)	51.00%	4,736.02
			0.00		0.00			0.00
242		Water	(20,000.00)	(20,000.00)	12,757.39	(7,242.61)	63.79%	1,636.36
			0.00		0.00			0.00

**Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025**

Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(10,000.00)	(10,000.00)	4,997.43	(5,002.57)	49.97%	826.51
			0.00		0.00			0.00
248		GPS Services	(1,200.00)	(1,200.00)	609.65	(590.35)	50.80%	122.90
			0.00		0.00			0.00
251		Medical Services	(2,000.00)	(2,000.00)	1,961.80	(38.20)	98.09%	41.55
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(7,000.00)	(7,000.00)	99.55	(6,900.45)	1.42%	0.00
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And	(225,000.00)	(225,000.00)	99,680.14	(125,319.86)	44.30%	58.08
			0.00		0.00			0.00
265	905	Repair And Maintenance Grounds And	0.00	0.00	76,516.54	76,516.54	No Budget	5,260.08
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(8,000.00)	(8,000.00)	602.90	(7,397.10)	7.54%	139.07
			0.00		0.00			0.00
290		Other Contracted Services	(500.00)	(500.00)	10,080.00	9,580.00	2016.00%	3,780.00
			0.00		0.00			0.00
293		Software service	0.00	0.00	264.00	264.00	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	25.96	(1,974.04)	1.30%	25.96
			0.00		0.00			0.00
312		Small Items Of Equipment	(8,000.00)	(8,000.00)	4,456.19	(3,543.81)	55.70%	454.10
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	14.24	14.24	No Budget	0.00
			0.00		0.00			0.00
320		Recreational Equipment and Supplies	0.00	0.00	171.21	171.21	No Budget	171.21
			0.00		0.00			0.00
323		Food	(1,000.00)	(1,000.00)	100.44	(899.56)	10.04%	0.00
			0.00		0.00			0.00

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324		Household And Janitorial Supplies	(5,500.00)	(5,500.00)	4,750.03	(749.97)	86.36%	127.03 0.00
			0.00		0.00			
325		Agricultural and Horticultural Supplies	0.00	0.00	8,804.43	8,804.43	No Budget	16.61 0.00
			0.00		0.00			
325	905	Agricultural and Horticultural Supplies	0.00	0.00	8,750.80	8,750.80	No Budget	0.00 0.00
			0.00		0.00			
326		Clothing And Uniforms	(2,000.00)	(2,000.00)	3,987.72	1,987.72	199.39%	0.00 0.00
			0.00		0.00			
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(5,000.00)	(5,000.00)	3,954.96	(1,045.04)	79.10%	1,054.84 0.00
			0.00		0.00			
332		Vehicle Parts And Repair	0.00	0.00	428.94	428.94	No Budget	0.00 0.00
			0.00		0.00			
334		Tires, Tubes And Etc.	(1,200.00)	(1,200.00)	568.28	(631.72)	47.36%	0.00 0.00
			0.00		0.00			
335		Electrical Supplies	0.00	0.00	2,571.62	2,571.62	No Budget	629.33 0.00
			0.00		0.00			
340		Other Repair And Maintenance Supplies	0.00	0.00	1,553.05	1,553.05	No Budget	50.29 0.00
			0.00		0.00			
341		Consumable Tools	0.00	0.00	538.42	538.42	No Budget	122.41 0.00
			0.00		0.00			
342		Sign Parts And Supplies	0.00	0.00	2,114.66	2,114.66	No Budget	0.00 0.00
			0.00		0.00			
344		Safety Supplies	(1,500.00)	(1,500.00)	120.10	(1,379.90)	8.01%	0.00 0.00
			0.00		0.00			
390		Miscellaneous Supplies	(1,800.00)	(1,800.00)	58.35	(1,741.65)	3.24%	0.00 0.00
			0.00		0.00			
520		Property/Liability Insurance	0.00	0.00	2,036.67	2,036.67	No Budget	894.94 0.00
			0.00		0.00			
533		Machinery And Equipment Rental	0.00	0.00	6,366.95	6,366.95	No Budget	500.00 0.00
			0.00		0.00			

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	(3,500.00)	(3,500.00)	2,793.51	(706.49)	79.81%	401.77 0.00
556		Credit Card Fees	0.00	0.00	379.21 0.00	379.21	No Budget	39.95 0.00
556	905	Credit Card Fees	0.00	0.00	147.60 0.00	147.60	No Budget	51.17 0.00
732		Compensation For Damages	0.00	0.00	2,500.00 0.00	2,500.00	No Budget	0.00 0.00
805		Dirty Street Fighters	0.00	0.00	3,612.87 0.00	3,612.87	No Budget	2,178.01 0.00
844		Special Programs	(20,000.00)	(20,000.00)	16,230.59 0.00	(3,769.41)	81.15%	8,938.39 0.00
845		Athletic Programs	(15,000.00)	(15,000.00)	7,984.88 0.00	(7,015.12)	53.23%	0.00 0.00
848		Jpac/Repertory Theatre	0.00	0.00	158.00 0.00	158.00	No Budget	0.00 0.00
849		Flag Committee Expenditures	(3,500.00)	(3,500.00)	3,793.30 0.00	293.30	108.38%	0.00 0.00
850		Townscape	(50,000.00)	(50,000.00)	29,216.98 0.00	(20,783.02)	58.43%	8,865.48 0.00
851		Keep Jonesborough Beautiful Progr	(3,000.00)	(3,000.00)	461.38 0.00	(2,538.62)	15.38%	0.00 0.00
852		Lprf Grant-Lincoln Community Park	(5,000.00)	(5,000.00)	380.00 0.00	(4,620.00)	7.60%	380.00 0.00
853		Chuckey Depot Museum Reserve Exp	(3,000.00)	(3,000.00)	836.18 0.00	(2,163.82)	27.87%	470.92 0.00
854		E.Gillespie Bldg.Utilities&Suppli	(16,000.00)	(16,000.00)	7,745.50 0.00	(8,254.50)	48.41%	1,114.55 0.00
855		Jackson Theatre Utilities	0.00	0.00	2,676.15 0.00	2,676.15	No Budget	635.23 0.00

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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
856		Boone Street Mkt Utilities	0.00	0.00	350.20	350.20	No Budget	150.00
					0.00			0.00
857		Chuckey Depot Operating Expenses	(7,000.00)	(7,000.00)	4,026.36	(2,973.64)	57.52%	420.43
					0.00			0.00
860		Tree & Townscape Exp	(500.00)	(500.00)	26.00	(474.00)	5.20%	0.00
					0.00			0.00
861	947	Special Programs	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
					0.00			0.00
939	900	Other Improvements	0.00	0.00	1,200.00	1,200.00	No Budget	0.00
					0.00			0.00
44490	Wetlands Water Park							
121		Salaries and Wages	(234,218.00)	(234,218.00)	172,866.92	(61,351.08)	73.81%	6,030.92
					0.00			0.00
141		Oasi (Employer's Share)	(17,920.00)	(17,920.00)	12,929.80	(4,990.20)	72.15%	415.74
					0.00			0.00
142		Hospital And Health Insurance	(19,211.00)	(19,211.00)	11,269.16	(7,941.84)	58.66%	1,609.88
					0.00			0.00
143		Employee Retirement Plan	(3,893.00)	(3,893.00)	1,881.72	(2,011.28)	48.34%	299.46
					0.00			0.00
146		Workmen's Compensation	(6,275.00)	(6,275.00)	0.00	(6,275.00)	0.00%	0.00
					0.00			0.00
147		Unemployment Insurance	(700.00)	(700.00)	458.37	(241.63)	65.48%	0.00
					0.00			0.00
148		Employee Education And Training	(2,000.00)	(2,000.00)	2,642.04	642.04	132.10%	0.00
					0.00			0.00
211		Postage, Box Rent, Etc.	(200.00)	(200.00)	68.90	(131.10)	34.45%	0.00
					0.00			0.00
220		Printing, Duplicating, Typing, And Binding	(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
					0.00			0.00

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Monthly Comparative:

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
230		Publicity, Subscriptions, And Dues	(1,500.00)	(1,500.00)	187.83	(1,312.17)	12.52%	0.00
			0.00		0.00			0.00
235		Memberships, Registration Fees, And Tuition	0.00	0.00	(379.92)	(379.92)	No Budget	0.00
			0.00		0.00			0.00
238		Marketing and Advertising	(20,000.00)	(20,000.00)	27,359.35	7,359.35	136.80%	2,800.00
			0.00		0.00			0.00
241		Electric	(45,000.00)	(45,000.00)	26,984.28	(18,015.72)	59.97%	2,037.03
			0.00		0.00			0.00
242		Water	(15,000.00)	(15,000.00)	12,049.38	(2,950.62)	80.33%	0.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(6,000.00)	(6,000.00)	4,108.84	(1,891.16)	68.48%	654.24
			0.00		0.00			0.00
251		Medical Services	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And	(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(10,000.00)	(10,000.00)	14,087.42	4,087.42	140.87%	0.00
			0.00		0.00			0.00
288		Travel/Training	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(500.00)	(500.00)	1,405.00	905.00	281.00%	0.00
			0.00		0.00			0.00
291		Pool Maintenance	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
			0.00		0.00			0.00
296		Pool Pump Repair/Replacement	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
			0.00		0.00			0.00
311		Office Supplies	(800.00)	(800.00)	56.07	(743.93)	7.01%	0.00
			0.00		0.00			0.00

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Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(6,500.00)	(6,500.00)	1,070.73	(5,429.27)	16.47%	325.96 0.00
316		Technology Supplies	0.00	0.00	86.92	86.92	No Budget	0.00 0.00
321		Paper/Plastics	(5,000.00)	(5,000.00)	1,025.91	(3,974.09)	20.52%	0.00 0.00
322		Chemical, Laboratory, And Medical Supplies	0.00	0.00	23.88	23.88	No Budget	0.00 0.00
323		Food	(45,000.00)	(45,000.00)	34,750.05	(10,249.95)	77.22%	0.00 0.00
324		Household And Janitorial Supplies	(4,000.00)	(4,000.00)	3,715.56	(284.44)	92.89%	0.00 0.00
325		Agricultural and Horticultural Supplies	(8,500.00)	(8,500.00)	173.16	(8,326.84)	2.04%	0.00 0.00
326		Clothing And Uniforms	(2,000.00)	(2,000.00)	46.54	(1,953.46)	2.33%	0.00 0.00
333		Other Equipment Parts And Repairs	0.00	0.00	414.51	414.51	No Budget	0.00 0.00
335		Electrical Supplies	0.00	0.00	281.45	281.45	No Budget	0.00 0.00
337		Photo ID Supplies	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00 0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	531.18	531.18	No Budget	0.00 0.00
341		Consumable Tools	0.00	0.00	238.41	238.41	No Budget	0.00 0.00
344		Safety Supplies	(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00 0.00
351		Merchandise Purchased For Resale	(750.00)	(750.00)	214.72	(535.28)	28.63%	0.00 0.00

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50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
352		Concession Supplies for Resale	0.00	0.00	3,669.69	3,669.69	No Budget	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(750.00)	(750.00)	28.96	(721.04)	3.86%	0.00
			0.00		0.00			0.00
410		Concrete And Clay Products	0.00	0.00	6.63	6.63	No Budget	0.00
			0.00		0.00			0.00
460		Electrical Fixtures And Small Appliances	0.00	0.00	132.05	132.05	No Budget	0.00
			0.00		0.00			0.00
493		Chemicals	(30,000.00)	(30,000.00)	15,202.45	(14,797.55)	50.67%	0.00
			0.00		0.00			0.00
533		Machinery And Equipment Rental	0.00	0.00	730.00	730.00	No Budget	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(5,500.00)	(5,500.00)	2,522.65	(2,977.35)	45.87%	265.59
			0.00		0.00			0.00
556		Credit Card Fees	(8,000.00)	(8,000.00)	13,719.99	5,719.99	171.50%	377.49
			0.00		0.00			0.00
44491	McKinney Center							
121		Salaries and Wages	(302,198.00)	(302,198.00)	145,035.14	(157,162.86)	47.99%	25,508.98
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(23,118.00)	(23,118.00)	10,867.27	(12,250.73)	47.01%	1,917.23
			0.00		0.00			0.00
142		Hospital And Health Insurance	(24,674.00)	(24,674.00)	13,533.58	(11,140.42)	54.85%	2,031.94
			0.00		0.00			0.00
143		Employee Retirement Plan	(13,503.00)	(13,503.00)	6,306.84	(7,196.16)	46.71%	1,033.84
			0.00		0.00			0.00
146		Workmen's Compensation	(203.00)	(203.00)	0.00	(203.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(180.00)	(180.00)	55.94	(124.06)	31.08%	4.29
			0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148		Employee Education And Training	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(300.00)	(300.00)	243.33	(56.67)	81.11%	91.02
			0.00		0.00			0.00
220		Printing, Duplicating, Typing, And Binding	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(400.00)	(400.00)	1,299.88	899.88	324.97%	50.00
			0.00		0.00			0.00
238		Marketing and Advertising	(2,500.00)	(2,500.00)	1,828.06	(671.94)	73.12%	0.00
			0.00		0.00			0.00
241		Electric	(8,500.00)	(8,500.00)	2,962.85	(5,537.15)	34.86%	431.32
			0.00		0.00			0.00
242		Water	(800.00)	(800.00)	431.40	(368.60)	53.93%	95.11
			0.00		0.00			0.00
244		Natural Gas	0.00	0.00	572.27	572.27	No Budget	239.56
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(5,500.00)	(5,500.00)	1,127.63	(4,372.37)	20.50%	185.57
			0.00		0.00			0.00
251		Medical Services	(800.00)	(800.00)	548.30	(251.70)	68.54%	41.55
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	244.85	(755.15)	24.49%	244.85
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(30,000.00)	(30,000.00)	4,795.00	(25,205.00)	15.98%	0.00
			0.00		0.00			0.00
279		Website Maintenance	(2,400.00)	(2,400.00)	347.84	(2,052.16)	14.49%	49.28
			0.00		0.00			0.00
290		Other Contracted Services	(500.00)	(500.00)	18.70	(481.30)	3.74%	0.00
			0.00		0.00			0.00

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50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
293		Software service	0.00	0.00	836.05	836.05	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(2,300.00)	(2,300.00)	599.07	(1,700.93)	26.05%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(7,500.00)	(7,500.00)	2,762.92	(4,737.08)	36.84%	218.08
			0.00		0.00			0.00
313		Stationary/Forms	0.00	0.00	35.77	35.77	No Budget	35.77
			0.00		0.00			0.00
322		Chemical, Laboratory, And Medical Supplies	(200.00)	(200.00)	136.07	(63.93)	68.04%	7.53
			0.00		0.00			0.00
323		Food	(1,500.00)	(1,500.00)	242.10	(1,257.90)	16.14%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(4,500.00)	(4,500.00)	2,219.91	(2,280.09)	49.33%	336.25
			0.00		0.00			0.00
326		Clothing And Uniforms	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	270.17	270.17	No Budget	79.90
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	119.23	119.23	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	7.80	7.80	No Budget	0.00
			0.00		0.00			0.00
342		Sign Parts And Supplies	0.00	0.00	309.33	309.33	No Budget	0.00
			0.00		0.00			0.00
344		Safety Supplies	(125.00)	(125.00)	0.00	(125.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(450.00)	(450.00)	0.00	(450.00)	0.00%	0.00
			0.00		0.00			0.00

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50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	(8,500.00)	(8,500.00)	6,130.25	(2,369.75)	72.12%	570.19 0.00
556		Credit Card Fees	(600.00)	(600.00)	291.20	(308.80)	48.53%	78.30 0.00
805		Dirty Street Fighters	0.00	0.00	203.80	203.80	No Budget	0.00 0.00
861	725	Special Programs	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00 0.00
862		Special Programs	(5,000.00)	(5,000.00)	1,112.08	(3,887.92)	22.24%	0.00 0.00
864		Mary Martin Prog.For The Arts	(50,000.00)	(50,000.00)	21,133.88	(28,866.12)	42.27%	962.01 0.00
865		Story Town Radio Show	(15,000.00)	(15,000.00)	13,968.03	(1,031.97)	93.12%	1,080.50 0.00
866		Mckinney Scholarship Fund	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00 0.00
949		Other Machinery And Equipment	0.00	0.00	23,845.71	23,845.71	No Budget	23,845.71 0.00
47210	Tourism/Visitors Center							
121		Salaries and Wages	(427,315.00)	(427,315.00)	210,243.90	(217,071.10)	49.20%	37,104.76 0.00
141		Oasi (Employer's Share)	(32,690.00)	(32,690.00)	15,285.06	(17,404.94)	46.76%	2,701.49 0.00
142		Hospital And Health Insurance	(56,600.00)	(56,600.00)	32,977.84	(23,622.16)	58.26%	5,210.29 0.00
143		Employee Retirement Plan	(20,411.00)	(20,411.00)	9,887.70	(10,523.30)	48.44%	1,551.22 0.00
146		Workmen's Compensation	(1,480.00)	(1,480.00)	0.00	(1,480.00)	0.00%	0.00 0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147		Unemployment Insurance	(220.00)	(220.00)	32.76	(187.24)	14.89%	4.83
			0.00		0.00			0.00
148		Employee Education And Training	(9,000.00)	(9,000.00)	2,100.00	(6,900.00)	23.33%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(1,200.00)	(1,200.00)	807.80	(392.20)	67.32%	258.89
			0.00		0.00			0.00
220		Printing, Duplicating, Typing, And Binding	(50,000.00)	(50,000.00)	12,096.00	(37,904.00)	24.19%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(7,050.00)	(7,050.00)	2,515.00	(4,535.00)	35.67%	324.00
			0.00		0.00			0.00
235		Memberships, Registration Fees, And Tuition	0.00	0.00	610.00	610.00	No Budget	0.00
			0.00		0.00			0.00
238		Marketing and Advertising	(100,000.00)	(100,000.00)	43,418.65	(56,581.35)	43.42%	5,061.93
			0.00		0.00			0.00
241		Electric	(13,500.00)	(13,500.00)	3,805.99	(9,694.01)	28.19%	550.66
			0.00		0.00			0.00
242		Water	(2,300.00)	(2,300.00)	1,285.26	(1,014.74)	55.88%	313.06
			0.00		0.00			0.00
244		Natural Gas	0.00	0.00	967.57	967.57	No Budget	520.18
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(8,500.00)	(8,500.00)	3,014.12	(5,485.88)	35.46%	626.73
			0.00		0.00			0.00
248		GPS Services	0.00	0.00	122.17	122.17	No Budget	24.58
			0.00		0.00			0.00
251		Medical Services	(1,500.00)	(1,500.00)	550.50	(949.50)	36.70%	41.50
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(4,200.00)	(4,200.00)	0.00	(4,200.00)	0.00%	0.00
			0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266		Repair And Maintenance Buildings	(50,000.00)	(50,000.00)	939.50	(49,060.50)	1.88%	0.00
			0.00		0.00			0.00
279		Website Maintenance	0.00	0.00	394.00	394.00	No Budget	0.00
			0.00		0.00			0.00
288		Travel/Training	0.00	0.00	482.25	482.25	No Budget	482.25
			0.00		0.00			0.00
290		Other Contracted Services	(500.00)	(500.00)	2,528.05	2,028.05	505.61%	0.00
			0.00		0.00			0.00
293		Software service	0.00	0.00	1,053.60	1,053.60	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	1,051.03	(948.97)	52.55%	69.62
			0.00		0.00			0.00
312		Small Items Of Equipment	(15,000.00)	(15,000.00)	1,746.50	(13,253.50)	11.64%	54.77
			0.00		0.00			0.00
313		Stationary/Forms	(300.00)	(300.00)	97.96	(202.04)	32.65%	0.00
			0.00		0.00			0.00
315		Information Technology Equipment	0.00	0.00	1,879.96	1,879.96	No Budget	1,029.97
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	141.01	141.01	No Budget	0.00
			0.00		0.00			0.00
319		Other Office Supplies And Materials	0.00	0.00	43.37	43.37	No Budget	43.37
			0.00		0.00			0.00
323		Food	(1,500.00)	(1,500.00)	454.43	(1,045.57)	30.30%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(3,500.00)	(3,500.00)	1,165.44	(2,334.56)	33.30%	83.49
			0.00		0.00			0.00
325		Agricultural and Horticultural Supplies	0.00	0.00	97.06	97.06	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(500.00)	(500.00)	108.79	(391.21)	21.76%	0.00
			0.00		0.00			0.00

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331		Gas, Oil, Diesel Fuel, Grease, Etc.	(1,200.00)	(1,200.00)	221.83	(978.17)	18.49%	194.10 0.00
			0.00		0.00			
335		Electrical Supplies	0.00	0.00	23.73	23.73	No Budget	0.00 0.00
			0.00		0.00			
340		Other Repair And Maintenance Supplies	0.00	0.00	31.62	31.62	No Budget	0.00 0.00
			0.00		0.00			
341		Consumable Tools	0.00	0.00	91.87	91.87	No Budget	0.00 0.00
			0.00		0.00			
342		Sign Parts And Supplies	0.00	0.00	2,353.00	2,353.00	No Budget	1,373.00 0.00
			0.00		0.00			
344		Safety Supplies	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00 0.00
			0.00		0.00			
390		Miscellaneous Supplies	(750.00)	(750.00)	252.58	(497.42)	33.68%	0.00 0.00
			0.00		0.00			
535		Equipment Leases & Maint Contracts	(9,000.00)	(9,000.00)	6,284.18	(2,715.82)	69.82%	1,071.45 0.00
			0.00		0.00			
556		Credit Card Fees	(4,500.00)	(4,500.00)	4,100.77	(399.23)	91.13%	583.59 0.00
			0.00		0.00			
598		Gift Shop Expenditures	(30,000.00)	(30,000.00)	19,023.39	(10,976.61)	63.41%	2,439.82 0.00
			0.00		0.00			
815		Main Street Jones.Program Exp	(10,000.00)	(10,000.00)	4,427.69	(5,572.31)	44.28%	0.00 0.00
			0.00		0.00			
816		Main St.-Brews & Tunes Program	(12,000.00)	(12,000.00)	7,964.80	(4,035.20)	66.37%	0.00 0.00
			0.00		0.00			
817		Main St.-Jonesborough Days	(65,000.00)	(65,000.00)	41,200.71	(23,799.29)	63.39%	0.00 0.00
			0.00		0.00			
844		Special Programs	(20,000.00)	(20,000.00)	13,387.83	(6,612.17)	66.94%	7,177.10 0.00
			0.00		0.00			
846		Music On The Square Exp	(48,000.00)	(48,000.00)	22,597.50	(25,402.50)	47.08%	0.00 0.00
			0.00		0.00			

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Town of Jonesborough
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Fund : 110

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
861		Special Programs	(20,000.00) 0.00	(20,000.00) (50,000.00)	3,234.70 0.00	(16,765.30) (6,351.62)	16.17% 87.30%	0.00 0.00
873		Seasonal Lighting			43,648.38 0.00			190.38 0.00
51623	Operating Transfer to Jackson Theatre Fund							
760		Transfer To Other Funds	(461,483.00) 0.00	(461,483.00) (3,330,991.00)	0.00 0.00	(461,483.00) (1,884,715.91)	0.00% 43.42%	0.00 205,136.82
51630	Operating Transfer To Debt Service Fd							
760		Transfer To Other Funds			1,446,275.09 0.00			0.00
51640	Operating Transfer To Capital Proj Fd							
760		Transfer To Other Funds	(135,500.00) 0.00	(135,500.00) 0.00	0.00 0.00	(135,500.00)	0.00%	0.00 0.00
Total For Fund: 110			(14,395,701.00) 0.00	(14,395,701.00) 0.00	6,910,924.10 0.00	(7,484,776.90)	48.01%	1,116,605.63 0.00

Fund : 131

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43200 Sanitation Services								
121			(370,091.00)	(370,091.00)	180,564.71	(189,526.29)	48.79%	30,590.39
		Salaries and Wages	0.00		0.00			0.00
141			(28,312.00)	(28,312.00)	13,262.54	(15,049.46)	46.84%	2,252.65
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(60,969.00)	(60,969.00)	28,236.07	(32,732.93)	46.31%	4,863.86
		Hospital And Health Insurance	0.00		0.00			0.00
143			(22,034.00)	(22,034.00)	10,583.34	(11,450.66)	48.03%	1,644.92
		Employee Retirement Plan	0.00		0.00			0.00
146			(14,421.00)	(14,421.00)	0.00	(14,421.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(224.00)	(224.00)	21.01	(202.99)	9.38%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	125.00	(1,375.00)	8.33%	0.00
		Employee Education And Training	0.00		0.00			0.00
235			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Keep Jonesborough Beautiful Program	0.00		0.00			0.00
238			(500.00)	(500.00)	88.19	(411.81)	17.64%	0.00
		Marketing and Advertising	0.00		0.00			0.00
241			(4,500.00)	(4,500.00)	0.00	(4,500.00)	0.00%	0.00
		Electric	0.00		0.00			0.00
245			(3,000.00)	(3,000.00)	865.84	(2,134.16)	28.86%	135.33
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(3,000.00)	(3,000.00)	975.44	(2,024.56)	32.51%	196.64
		GPS Services	0.00		0.00			0.00
251			(2,200.00)	(2,200.00)	872.64	(1,327.36)	39.67%	41.55
		Medical Services	0.00		0.00			0.00

**Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025**

Fund : 131

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261		Repair And Maintenance Motor Vehicles	(80,000.00)	(80,000.00)	3,708.33	(76,291.67)	4.64%	3,539.85 0.00
			0.00		0.00			
266		Repair And Maintenance Buildings	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00 0.00
			0.00		0.00			
280		Travel	(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00 0.00
			0.00		0.00			
290		Other Contracted Services	(500.00)	(500.00)	1,128.18	628.18	225.64%	21.00 0.00
			0.00		0.00			
294		Tire Disposal Services	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00 0.00
			0.00		0.00			
295		Waste Disposal Fees	(135,000.00)	(135,000.00)	64,154.91	(70,845.09)	47.52%	11,206.76 0.00
			0.00		0.00			
311		Office Supplies	(550.00)	(550.00)	271.00	(279.00)	49.27%	0.00 0.00
			0.00		0.00			
312		Small Items Of Equipment	(1,000.00)	(1,000.00)	319.73	(680.27)	31.97%	0.00 0.00
			0.00		0.00			
324		Household And Janitorial Supplies	0.00	0.00	173.15	173.15	No Budget	0.00 0.00
			0.00		0.00			
326		Clothing And Uniforms	(4,000.00)	(4,000.00)	1,965.29	(2,034.71)	49.13%	0.00 0.00
			0.00		0.00			
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(70,000.00)	(70,000.00)	34,042.91	(35,957.09)	48.63%	4,739.44 0.00
			0.00		0.00			
332		Vehicle Parts And Repair	0.00	0.00	12,614.03	12,614.03	No Budget	5,075.42 0.00
			0.00		0.00			
334		Tires, Tubes And Etc.	(13,000.00)	(13,000.00)	10,930.40	(2,069.60)	84.08%	1,548.61 0.00
			0.00		0.00			
340		Other Repair And Maintenance Supplies	0.00	0.00	29.30	29.30	No Budget	0.00 0.00
			0.00		0.00			
341		Consumable Tools	0.00	0.00	70.74	70.74	No Budget	0.00 0.00
			0.00		0.00			

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Fund : 131

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344		Safety Supplies	(550.00)	(550.00)	347.08	(202.92)	63.11%	0.00
			0.00		0.00			0.00
350		Supplies For Resale	(50,000.00)	(50,000.00)	36,664.00	(13,336.00)	73.33%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(2,500.00)	(2,500.00)	5.68	(2,494.32)	0.23%	5.68
			0.00		0.00			0.00
520		Property/Liability Insurance	(6,750.00)	(6,750.00)	0.00	(6,750.00)	0.00%	0.00
			0.00		0.00			0.00
533		Machinery And Equipment Rental	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(2,000.00)	(2,000.00)	2,138.27	138.27	106.91%	225.41
			0.00		0.00			0.00
555		Bank Service Charges	(350.00)	(350.00)	393.66	43.66	112.47%	0.00
			0.00		0.00			0.00
565		Permit Fee	(2,500.00)	(2,500.00)	3,005.71	505.71	120.23%	0.00
			0.00		0.00			0.00
620		Note Principal	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00		0.00			0.00
640		Interest On Notes	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00		0.00			0.00
940		Machinery And Equipment	0.00	0.00	7,945.00	7,945.00	No Budget	0.00
			0.00		0.00			0.00
51630	Operating Transfer To Debt Service Fd							
760		Transfer To Other Funds	(105,296.00)	(105,296.00)	38,263.16	(67,032.84)	36.34%	4,108.58
			0.00		0.00			0.00
Total For Fund: 131			(994,797.00)	(994,797.00)	453,765.31	(541,031.69)	45.61%	70,196.09
			0.00		0.00			0.00

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Town of Jonesborough
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Fund : 171

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44550 Jackson Theater								
121			(296,312.00)	(296,312.00)	162,527.94	(133,784.06)	54.85%	30,521.84
		Salaries and Wages	0.00		0.00			0.00
141			(22,668.00)	(22,668.00)	12,441.37	(10,226.63)	54.89%	2,337.20
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(6,624.00)	(6,624.00)	5,253.91	(1,370.09)	79.32%	779.13
		Hospital And Health Insurance	0.00		0.00			0.00
143			(11,636.00)	(11,636.00)	5,653.77	(5,982.23)	48.59%	905.90
		Employee Retirement Plan	0.00		0.00			0.00
146			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(216.00)	(216.00)	35.94	(180.06)	16.64%	5.77
		Unemployment Insurance	0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(4,000.00)	(4,000.00)	2,018.13	(1,981.87)	50.45%	1,082.25
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
231			0.00	0.00	106.50	106.50	No Budget	0.00
		Publication Of Legal Notices	0.00		0.00			0.00
238	70100		0.00	0.00	13.12	13.12	No Budget	0.00
		Marketing and Advertising	0.00		0.00			0.00
238			(35,000.00)	(35,000.00)	5,494.31	(29,505.69)	15.70%	457.95
		Marketing and Advertising	0.00		0.00			0.00
241			(18,000.00)	(18,000.00)	8,021.62	(9,978.38)	44.56%	1,284.86
		Electric	0.00		0.00			0.00

Fund : 171

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(4,000.00)	(4,000.00)	701.17	(3,298.83)	17.53%	75.97
	Water		0.00		0.00			0.00
244			0.00	0.00	1,168.73	1,168.73	No Budget	446.46
	Natural Gas		0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	1,359.74	(8,640.26)	13.60%	198.67
	Telephone And Other Communication Services		0.00		0.00			0.00
250	70014		0.00	0.00	875.00	875.00	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70011		0.00	0.00	3,594.60	3,594.60	No Budget	63.40
	Professional Entertainment		0.00		0.00			0.00
250	70007		0.00	0.00	1,821.19	1,821.19	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70034		0.00	0.00	3,500.00	3,500.00	No Budget	3,500.00
	Professional Entertainment		0.00		0.00			0.00
250	70024		0.00	0.00	3,941.10	3,941.10	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70023		0.00	0.00	2,036.38	2,036.38	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70012		0.00	0.00	6,174.45	6,174.45	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70020		0.00	0.00	22,027.29	22,027.29	No Budget	9,898.47
	Professional Entertainment		0.00		0.00			0.00
250	70009		0.00	0.00	5,759.20	5,759.20	No Budget	2,009.20
	Professional Entertainment		0.00		0.00			0.00
250	70016		0.00	0.00	4,071.80	4,071.80	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70015		0.00	0.00	7,093.50	7,093.50	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70021		0.00	0.00	100.00	100.00	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70010		0.00	0.00	0.00	0.00	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00

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Fund : 171

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
250	70022		0.00	0.00	4,371.22	4,371.22	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70100		0.00	0.00	8,491.90	8,491.90	No Budget	356.43
	Professional Entertainment		0.00		0.00			0.00
250	70019		0.00	0.00	4,567.89	4,567.89	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70027		0.00	0.00	1,000.00	1,000.00	No Budget	1,000.00
	Professional Entertainment		0.00		0.00			0.00
250	70017		0.00	0.00	5,018.17	5,018.17	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250			(150,000.00)	(150,000.00)	941.29	(149,058.71)	0.63%	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70013		0.00	0.00	1,230.00	1,230.00	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
251			0.00	0.00	279.55	279.55	No Budget	0.00
	Medical Services		0.00		0.00			0.00
257			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Royalties		0.00		0.00			0.00
257	70100		0.00	0.00	7,475.48	7,475.48	No Budget	2,587.20
	Royalties		0.00		0.00			0.00
262			(6,000.00)	(6,000.00)	16,794.77	10,794.77	279.91%	12,485.05
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(20,000.00)	(20,000.00)	8,596.54	(11,403.46)	42.98%	1,182.97
	Repair And Maintenance Buildings		0.00		0.00			0.00
287			0.00	0.00	78.70	78.70	No Budget	0.00
	Meals And Entertainment		0.00		0.00			0.00
287	70013		0.00	0.00	46.42	46.42	No Budget	0.00
	Meals And Entertainment		0.00		0.00			0.00
290			(35,000.00)	(35,000.00)	14,749.55	(20,250.45)	42.14%	0.00
	Other Contracted Services		0.00		0.00			0.00

Fund : 171

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
293		Software service	0.00	0.00	396.00	396.00	No Budget	0.00
					0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	975.70	(1,024.30)	48.79%	99.90
					0.00			0.00
312		Small Items Of Equipment	(30,000.00)	(30,000.00)	1,025.75	(28,974.25)	3.42%	0.00
					0.00			0.00
313		Stationary/Forms	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
					0.00			0.00
315		Information Technology Equipment	0.00	0.00	2,706.00	2,706.00	No Budget	0.00
					0.00			0.00
316		Technology Supplies	0.00	0.00	206.53	206.53	No Budget	0.00
					0.00			0.00
321		Paper/Plastics	0.00	0.00	82.28	82.28	No Budget	0.00
					0.00			0.00
323		Food	(2,000.00)	(2,000.00)	354.53	(1,645.47)	17.73%	57.18
					0.00			0.00
324		Household And Janitorial Supplies	(7,000.00)	(7,000.00)	6,080.35	(919.65)	86.86%	1,254.86
					0.00			0.00
325		Agricultural and Horticultural Supplies	0.00	0.00	41.40	41.40	No Budget	41.40
					0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
					0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	361.60	361.60	No Budget	0.00
					0.00			0.00
341		Consumable Tools	0.00	0.00	300.78	300.78	No Budget	0.00
					0.00			0.00
342		Sign Parts And Supplies	0.00	0.00	419.50	419.50	No Budget	0.00
					0.00			0.00
351		Merchandise Purchased For Resale	0.00	0.00	3,851.10	3,851.10	No Budget	2,280.20
					0.00			0.00

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Fund : 171

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
352		Concession Supplies for Resale	(25,000.00)	(25,000.00)	10,930.87	(14,069.13)	43.72%	1,414.60 0.00
390		Miscellaneous Supplies	(6,000.00)	(6,000.00)	83.98	(5,916.02)	1.40%	0.00 0.00
533		Machinery And Equipment Rental	0.00	0.00	574.86	574.86	No Budget	0.00 0.00
535		Equipment Leases & Maint Contracts	(20,000.00)	(20,000.00)	8,942.77	(11,057.23)	44.71%	(2,094.77) 0.00
556		Credit Card Fees	(3,000.00)	(3,000.00)	13,615.28	10,615.28	453.84%	3,126.03 0.00
561		Sales Tax Paid	0.00	0.00	513.00	513.00	No Budget	250.00 0.00
565		Permit Fee	0.00	0.00	36.00	36.00	No Budget	0.00 0.00
568		Annual Permit Fees	0.00	0.00	350.00	350.00	No Budget	100.00 0.00
598		Gift Shop Expenditures	0.00	0.00	1,403.92	1,403.92	No Budget	668.28 0.00
51630	Operating Transfer To Debt Service Fd							
760		Transfer To Other Funds	(175,027.00)	(175,027.00)	70,796.66	(104,230.34)	40.45%	13,718.00 0.00
Total For Fund: 171			(952,483.00)	(952,483.00)	463,481.10	(489,001.90)	48.66%	92,094.40 0.00

Fund : 210

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
49101 2020 RD Facilities \$3.294M								
620	41500	110	(63,552.00)	(63,552.00)	31,547.66	(32,004.34)	49.64%	5,289.45
	Note Principal		0.00		0.00			0.00
640	41500	110	(85,872.00)	(85,872.00)	43,164.34	(42,707.66)	50.27%	7,162.55
	Interest On Notes		0.00		0.00			0.00
49102 2021 GO Refunding \$3.315M Tax-Exempt								
620	44320	110	(95,000.00)	(95,000.00)	0.00	(95,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	44320	110	(85,650.00)	(85,650.00)	42,825.00	(42,825.00)	50.00%	0.00
	Interest On Notes		0.00		0.00			0.00
49201 2020 Capital Improvement \$1M								
620	41500	110	(126,000.00)	(126,000.00)	126,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	41500	110	(10,190.00)	(10,190.00)	5,794.20	(4,395.80)	56.86%	0.00
	Interest On Notes		0.00		0.00			0.00
49202 2024 CON Engel Property								
620	41500	110	(22,949.00)	(22,949.00)	11,279.79	(11,669.21)	49.15%	1,876.46
	Note Principal		0.00		0.00			0.00
640	41500	110	(15,265.00)	(15,265.00)	7,827.27	(7,437.73)	51.28%	1,308.05
	Interest On Notes		0.00		0.00			0.00
49203 2023 Capital Improvement \$1M								
620	41500	110	(73,196.00)	(73,196.00)	36,266.12	(36,929.88)	49.55%	6,129.53
	Note Principal		0.00		0.00			0.00
640	41500	110	(27,821.00)	(27,821.00)	14,242.42	(13,578.58)	51.19%	2,288.56
	Interest On Notes		0.00		0.00			0.00
49204 2021 Police Vehicles								
620	42100	110	(123,000.00)	(123,000.00)	123,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	42100	110	(1,039.00)	(1,039.00)	2,269.35	1,230.35	218.42%	0.00
	Interest On Notes		0.00		0.00			0.00

Fund : 210						Monthly Comparative:		50.00%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance	
49205 2021 Fire Truck									
620	42200	110	(48,000.00)	(48,000.00)	48,000.00	0.00	100.00%	0.00	
	Note Principal		0.00		0.00			0.00	
640	42200	110	(7,909.00)	(7,909.00)	4,235.40	(3,673.60)	53.55%	0.00	
	Interest On Notes		0.00		0.00			0.00	
49206 2021 Wetlands CON									
620	44490	110	(34,100.00)	(34,100.00)	0.00	(34,100.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
640	44490	110	(610.00)	(610.00)	305.20	(304.80)	50.03%	0.00	
	Interest On Notes		0.00		0.00			0.00	
49207 2025 New Debt									
620	43170	110	(6,666.00)	(6,666.00)	0.00	(6,666.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	42200	110	(9,690.00)	(9,690.00)	0.00	(9,690.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	43100	110	(52,331.00)	(52,331.00)	0.00	(52,331.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	44490	110	(27,636.00)	(27,636.00)	0.00	(27,636.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	44491	110	(3,636.00)	(3,636.00)	0.00	(3,636.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	44320	110	(846.00)	(846.00)	0.00	(846.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	41500	110	(14,093.00)	(14,093.00)	0.00	(14,093.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	44400	110	(6,273.00)	(6,273.00)	0.00	(6,273.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	42100	110	(47,358.00)	(47,358.00)	0.00	(47,358.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	
620	47210	110	(11,274.00)	(11,274.00)	0.00	(11,274.00)	0.00%	0.00	
	Note Principal		0.00		0.00			0.00	

Fund : 210

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	42100	110	(30,384.00)	(30,384.00)	0.00	(30,384.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44491	110	(2,791.00)	(2,791.00)	0.00	(2,791.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44320	110	(649.00)	(649.00)	0.00	(649.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	42200	110	(4,974.00)	(4,974.00)	0.00	(4,974.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44400	110	(2,563.00)	(2,563.00)	0.00	(2,563.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	47210	110	(8,656.00)	(8,656.00)	0.00	(8,656.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	43170	110	(5,118.00)	(5,118.00)	0.00	(5,118.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44490	110	(20,573.00)	(20,573.00)	0.00	(20,573.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	41500	110	(10,820.00)	(10,820.00)	0.00	(10,820.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	43100	110	(35,368.00)	(35,368.00)	0.00	(35,368.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
49301	2023 RDA #22							
620	41500	110	(107,998.00)	(107,998.00)	44,523.92	(63,474.08)	41.23%	9,088.22
	Note Principal		0.00		0.00			0.00
640	41500	110	(84,962.00)	(84,962.00)	35,876.08	(49,085.92)	42.23%	6,991.78
	Interest On Notes		0.00		0.00			0.00
49302	2023 RDA #23							
620	41500	110	(237,597.00)	(237,597.00)	117,861.08	(119,735.92)	49.61%	20,005.13
	Note Principal		0.00		0.00			0.00
640	41500	110	(196,563.00)	(196,563.00)	99,218.92	(97,344.08)	50.48%	16,174.87
	Interest On Notes		0.00		0.00			0.00

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Fund : 210

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
49303 2023 RDA #24								
620	41500	110	(265,945.00)	(265,945.00)	109,640.11	(156,304.89)	41.23%	22,379.73
	Note Principal		0.00		0.00			0.00
640	41500	110	(209,219.00)	(209,219.00)	88,344.89	(120,874.11)	42.23%	17,217.27
	Interest On Notes		0.00		0.00			0.00
49304 2023 RDA #25								
620	41500	110	(267,295.00)	(267,295.00)	110,196.66	(157,098.34)	41.23%	22,493.33
	Note Principal		0.00		0.00			0.00
640	41500	110	(210,281.00)	(210,281.00)	88,793.34	(121,487.66)	42.23%	17,304.67
	Interest On Notes		0.00		0.00			0.00
49305 2023 RDA #27								
620	41500	110	(82,447.00)	(82,447.00)	34,013.23	(48,433.77)	41.25%	6,933.05
	Note Principal		0.00		0.00			0.00
640	41500	110	(60,113.00)	(60,113.00)	25,386.77	(34,726.23)	42.23%	4,946.95
	Interest On Notes		0.00		0.00			0.00
49306 2023 RDA #28								
620	41500	110	(192,377.00)	(192,377.00)	79,364.19	(113,012.81)	41.25%	16,177.11
	Note Principal		0.00		0.00			0.00
640	41500	110	(140,263.00)	(140,263.00)	59,235.81	(81,027.19)	42.23%	11,542.89
	Interest On Notes		0.00		0.00			0.00
49307 2023 RDA Tiger Park \$2M - New								
620	41500	110	(42,835.00)	(42,835.00)	0.00	(42,835.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	41500	110	(69,317.00)	(69,317.00)	0.00	(69,317.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
49308 2016 Fire Truck								
620	42200	110	(41,004.00)	(41,004.00)	20,357.79	(20,646.21)	49.65%	3,412.89
	Note Principal		0.00		0.00			0.00
640	42200	110	(923.00)	(923.00)	605.55	(317.45)	65.61%	81.00
	Interest On Notes		0.00		0.00			0.00

Fund : 210

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
49309 Tiger Park Bond Anticipation Note								
640	41500	110	0.00	0.00	36,100.00	36,100.00	No Budget	6,333.33
	Interest On Notes		0.00		0.00			0.00
49341 2025 RDA #26								
620	44550	171	(46,037.00)	(46,037.00)	18,800.49	(27,236.51)	40.84%	3,744.99
	Note Principal		0.00		0.00			0.00
640	44550	171	(61,699.00)	(61,699.00)	26,089.51	(35,609.49)	42.29%	5,233.01
	Interest On Notes		0.00		0.00			0.00
49342 2025 New Debt								
620	44550	171	(25,701.00)	(25,701.00)	1,164.66	(24,536.34)	4.53%	1,164.66
	Note Principal		0.00		0.00			0.00
640	44550	171	(41,590.00)	(41,590.00)	3,575.34	(38,014.66)	8.60%	3,575.34
	Interest On Notes		0.00		0.00			0.00
660	44550	171	0.00	0.00	8,500.00	8,500.00	No Budget	0.00
	Debt Issuance Costs		0.00		0.00			0.00
49343 Jackson Bond Anticipation Note								
620	44550	171	0.00	0.00	1,200,000.00	1,200,000.00	No Budget	0.00
	Note Principal		0.00		0.00			0.00
640	44550	171	0.00	0.00	12,666.66	12,666.66	No Budget	0.00
	Interest On Notes		0.00		0.00			0.00
49371 2020 Garbage Truck								
620	43200	131	(43,807.00)	(43,807.00)	22,923.71	(20,883.29)	52.33%	3,841.37
	Note Principal		0.00		0.00			0.00
640	43200	131	(5,496.00)	(5,496.00)	1,727.77	(3,768.23)	31.44%	267.21
	Interest On Notes		0.00		0.00			0.00
49372 2025 Garbage Truck								
620	43200	131	(30,069.00)	(30,069.00)	0.00	(30,069.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	43200	131	(25,924.00)	(25,924.00)	13,611.68	(12,312.32)	52.51%	0.00
	Interest On Notes		0.00		0.00			0.00

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Fund : 210

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund:	210		(3,611,314.00) 0.00	(3,611,314.00) 0.00	2,755,334.91 0.00	(855,979.09)	76.30%	222,963.40 0.00

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Fund : 310

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
47500 Capital Equipment								
941	42200		(65,000.00)	(65,000.00)	0.00	(65,000.00)	0.00%	0.00
	Vehicles		0.00		0.00			0.00
942	43100		(125,000.00)	(125,000.00)	122,703.81	(2,296.19)	98.16%	0.00
	General Purpose Machinery And Equipment		0.00		0.00			0.00
942	44400		(32,000.00)	(32,000.00)	0.00	(32,000.00)	0.00%	0.00
	General Purpose Machinery And Equipment		0.00		0.00			0.00
945	42100		(74,884.00)	(74,884.00)	0.00	(74,884.00)	0.00%	0.00
	Communication Equipment		0.00		0.00			0.00
949	42100		(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
	Other Machinery And Equipment		0.00		0.00			0.00
949	WETLD		(50,000.00)	(50,000.00)	24,499.00	(25,501.00)	49.00%	0.00
	Other Machinery And Equipment		0.00		0.00			0.00
949	42200		(14,000.00)	(14,000.00)	14,674.60	674.60	104.82%	0.00
	Other Machinery And Equipment		0.00		0.00			0.00
952			(186,927.00)	(186,927.00)	180,132.73	(6,794.27)	96.37%	21,581.70
	Police Vehicles		0.00		0.00			0.00
952	Debt		(560,783.00)	(560,783.00)	0.00	(560,783.00)	0.00%	0.00
	Police Vehicles		0.00		0.00			0.00
954	42100		(443,355.00)	(443,355.00)	0.00	(443,355.00)	0.00%	0.00
	Radios		0.00		0.00			0.00
954	42200		(90,435.00)	(90,435.00)	76,475.14	(13,959.86)	84.56%	76,475.14
	Radios		0.00		0.00			0.00
47510 Capital Projects								
910	41500		0.00	0.00	251,638.21	251,638.21	No Budget	0.00
	Land		0.00		0.00			0.00
929	44491		(64,500.00)	(64,500.00)	0.00	(64,500.00)	0.00%	0.00
	Other Buildings		0.00		0.00			0.00
929	41500		(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
	Other Buildings		0.00		0.00			0.00

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Fund : **310**

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
929	43100		0.00	0.00	0.00	0.00	No Budget	(132.15)
	Other Buildings		0.00		0.00			0.00
929	41500	150	0.00	0.00	45,360.00	45,360.00	No Budget	0.00
	Other Buildings		0.00		0.00			0.00
929	43170		(118,261.00)	(118,261.00)	0.00	(118,261.00)	0.00%	0.00
	Other Buildings		0.00		0.00			0.00
929	44400		(25,000.00)	(25,000.00)	4,197.75	(20,802.25)	16.79%	1,475.84
	Other Buildings		0.00		0.00			0.00
929	47210		(200,000.00)	(200,000.00)	0.00	(200,000.00)	0.00%	0.00
	Other Buildings		0.00		0.00			0.00
931			0.00	0.00	0.00	0.00	No Budget	0.00
	Roads, Street, And Parking Lots		0.00		0.00			0.00
931	43100		(630,900.00)	(630,900.00)	109,242.70	(521,657.30)	17.32%	4,590.00
	Roads, Street, And Parking Lots		0.00		0.00			0.00
931	44320		(15,000.00)	(15,000.00)	19,484.00	4,484.00	129.89%	0.00
	Roads, Street, And Parking Lots		0.00		0.00			0.00
933	41500		(100,000.00)	(100,000.00)	122,770.49	22,770.49	122.77%	47,263.00
	Sidewalks		0.00		0.00			0.00
937	44400		(135,500.00)	(135,500.00)	0.00	(135,500.00)	0.00%	0.00
	Parks And Recreation Facilities		0.00		0.00			0.00
937	44490		(420,000.00)	(420,000.00)	0.00	(420,000.00)	0.00%	0.00
	Parks And Recreation Facilities		0.00		0.00			0.00
939	41500	150	0.00	0.00	60,705.00	60,705.00	No Budget	0.00
	Other Improvements		0.00		0.00			0.00
939	41500		(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Other Improvements		0.00		0.00			0.00
992	43100		(50,000.00)	(50,000.00)	19,183.96	(30,816.04)	38.37%	12,096.73
	Street/Solid Waste Building		0.00		0.00			0.00
Total For Fund: 310			(3,586,545.00)	(3,586,545.00)	1,051,067.39	(2,535,477.61)	29.31%	163,350.26
				0.00	0.00			0.00

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Fund : 334

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41591 Health Insurance Reimbursement								
142	110		0.00	0.00	47,703.17	47,703.17	No Budget	18,133.30
	Hospital And Health Insurance		0.00		0.00			0.00
142	413		0.00	0.00	41,979.44	41,979.44	No Budget	4,240.52
	Hospital And Health Insurance		0.00		0.00			0.00
Total For Fund: 334			0.00	0.00	89,682.61	89,682.61	100.00%	22,373.82
			0.00		0.00			0.00

Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113 Water Treatment Plant								
121			(526,060.00)	(526,060.00)	258,351.04	(267,708.96)	49.11%	49,239.36
		Salaries and Wages	0.00		0.00			0.00
121	5102		0.00	0.00	39,289.74	39,289.74	No Budget	5,602.69
		Salaries and Wages	0.00		0.00			0.00
141	5102		0.00	0.00	2,911.53	2,911.53	No Budget	414.74
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(40,244.00)	(40,244.00)	19,046.22	(21,197.78)	47.33%	3,613.87
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(75,633.00)	(75,633.00)	37,516.92	(38,116.08)	49.60%	6,688.37
		Hospital And Health Insurance	0.00		0.00			0.00
143			(31,253.00)	(31,253.00)	14,528.87	(16,724.13)	46.49%	2,666.66
		Employee Retirement Plan	0.00		0.00			0.00
143	5102		0.00	0.00	2,357.39	2,357.39	No Budget	336.16
		Employee Retirement Plan	0.00		0.00			0.00
146			(11,341.00)	(11,341.00)	1,000.00	(10,341.00)	8.82%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(300.00)	(300.00)	24.79	(275.21)	8.26%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(7,000.00)	(7,000.00)	938.00	(6,062.00)	13.40%	500.00
		Employee Education And Training	0.00		0.00			0.00
211			(700.00)	(700.00)	424.50	(275.50)	60.64%	3.33
		Postage, Box Rent, Etc.	0.00		0.00			0.00
213			0.00	0.00	26.33	26.33	No Budget	0.00
		Automobile Licenses And Titles	0.00		0.00			0.00
230			(4,000.00)	(4,000.00)	1,056.33	(2,943.67)	26.41%	300.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			0.00	0.00	107.98	107.98	No Budget	107.98
		Public Relation	0.00		0.00			0.00
241			(600,000.00)	(600,000.00)	254,393.35	(345,606.65)	42.40%	48,403.38
		Electric	0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(2,400.00)	(2,400.00)	922.30	(1,477.70)	38.43%	213.00
	Water		0.00		0.00			0.00
245		Telephone And Other Communication Services	(20,000.00)	(20,000.00)	7,822.30	(12,177.70)	39.11%	1,441.64
			0.00		0.00			0.00
248		GPS Services	(1,500.00)	(1,500.00)	2,205.79	705.79	147.05%	73.74
			0.00		0.00			0.00
251		Medical Services	(3,500.00)	(3,500.00)	1,730.90	(1,769.10)	49.45%	41.55
			0.00		0.00			0.00
259		Contract Lab Services	(15,500.00)	(15,500.00)	15,806.35	306.35	101.98%	4,065.70
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(15,000.00)	(15,000.00)	675.49	(14,324.51)	4.50%	599.42
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	0.00	0.00	1,323.25	1,323.25	No Budget	0.00
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And	0.00	0.00	259.77	259.77	No Budget	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(100,000.00)	(100,000.00)	19,884.21	(80,115.79)	19.88%	0.00
			0.00		0.00			0.00
266	100	Repair And Maintenance Buildings	0.00	0.00	1,142.00	1,142.00	No Budget	0.00
			0.00		0.00			0.00
269		Repair And Maintenance Utility Lines	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
271		Repair And Maintenance Water Tank	0.00	0.00	8,308.79	8,308.79	No Budget	8,308.79
			0.00		0.00			0.00
281	100	Repair and Maintenance Plant	0.00	0.00	113,030.00	113,030.00	No Budget	97,620.00
			0.00		0.00			0.00
281		Repair and Maintenance Plant	(110,000.00)	(110,000.00)	34,357.07	(75,642.93)	31.23%	727.69
			0.00		0.00			0.00
288		Travel/Training	0.00	0.00	235.00	235.00	No Budget	0.00
			0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
290		Other Contracted Services	(250.00)	(250.00)	304.05	54.05	121.62%	0.00
			0.00		0.00			0.00
293		Software service	0.00	0.00	9,846.74	9,846.74	No Budget	2,103.74
			0.00		0.00			0.00
311		Office Supplies	(10,000.00)	(10,000.00)	1,959.53	(8,040.47)	19.60%	1,346.83
			0.00		0.00			0.00
312		Small Items Of Equipment	(25,000.00)	(25,000.00)	10,233.30	(14,766.70)	40.93%	5,044.92
			0.00		0.00			0.00
315		Information Technology Equipment	0.00	0.00	8,842.87	8,842.87	No Budget	0.00
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	678.30	678.30	No Budget	421.90
			0.00		0.00			0.00
321		Paper/Plastics	0.00	0.00	36.52	36.52	No Budget	0.00
			0.00		0.00			0.00
322		Chemical, Laboratory, And Medical Supplies	(35,000.00)	(35,000.00)	6,210.57	(28,789.43)	17.74%	1,497.86
			0.00		0.00			0.00
323		Food	0.00	0.00	325.71	325.71	No Budget	325.71
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(3,250.00)	(3,250.00)	3,862.84	612.84	118.86%	9.96
			0.00		0.00			0.00
326		Clothing And Uniforms	(7,000.00)	(7,000.00)	5,263.25	(1,736.75)	75.19%	640.68
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(10,000.00)	(10,000.00)	35,534.35	25,534.35	355.34%	10,380.65
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	6,459.44	6,459.44	No Budget	2,164.02
			0.00		0.00			0.00
333		Other Equipment Parts And Repairs	0.00	0.00	40.90	40.90	No Budget	40.90
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00

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Monthly Comparative:

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
335		Electrical Supplies	0.00	0.00	11,564.60	11,564.60	No Budget	0.00
					0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	202.97	202.97	No Budget	0.00
					0.00			0.00
341		Consumable Tools	0.00	0.00	1,899.70	1,899.70	No Budget	260.23
					0.00			0.00
342		Sign Parts And Supplies	0.00	0.00	30.00	30.00	No Budget	0.00
					0.00			0.00
344		Safety Supplies	(25,000.00)	(25,000.00)	47.14	(24,952.86)	0.19%	0.00
					0.00			0.00
390		Miscellaneous Supplies	(6,000.00)	(6,000.00)	109.09	(5,890.91)	1.82%	(268.77)
					0.00			0.00
451		Rock and Crushed Stone	0.00	0.00	4,225.48	4,225.48	No Budget	4,225.48
					0.00			0.00
493		Chemicals	(295,500.00)	(295,500.00)	167,212.74	(128,287.26)	56.59%	46,522.66
					0.00			0.00
533		Machinery And Equipment Rental	(32,000.00)	(32,000.00)	1,718.35	(30,281.65)	5.37%	0.00
					0.00			0.00
535		Equipment Leases & Maint Contracts	(8,500.00)	(8,500.00)	7,160.11	(1,339.89)	84.24%	329.04
					0.00			0.00
824		Intake Access Road Maintenance	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
					0.00			0.00
949	5102	Other Machinery And Equipment	0.00	0.00	481,059.34	481,059.34	No Budget	354,699.02
					0.00			0.00
949		Other Machinery And Equipment	0.00	0.00	1,105.49	1,105.49	No Budget	1,105.49
					0.00			0.00
981		WTP Plant Enginerring	0.00	0.00	75,381.70	75,381.70	No Budget	6,125.00
					0.00			0.00
982		Plant Transmission Line	0.00	0.00	4,154.05	4,154.05	No Budget	0.00
					0.00			0.00

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Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52114 Transmission And Distribution								
121			(912,666.00)	(912,666.00)	394,558.87	(518,107.13)	43.23%	64,624.31
		Salaries and Wages	0.00		0.00			0.00
141			(69,819.00)	(69,819.00)	28,654.75	(41,164.25)	41.04%	4,688.73
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(126,634.00)	(126,634.00)	60,801.76	(65,832.24)	48.01%	9,723.72
		Hospital And Health Insurance	0.00		0.00			0.00
143			(52,031.00)	(52,031.00)	23,121.16	(28,909.84)	44.44%	3,437.95
		Employee Retirement Plan	0.00		0.00			0.00
146			(16,760.00)	(16,760.00)	909.31	(15,850.69)	5.43%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(350.00)	(350.00)	46.53	(303.47)	13.29%	4.52
		Unemployment Insurance	0.00		0.00			0.00
148			(20,000.00)	(20,000.00)	900.00	(19,100.00)	4.50%	550.00
		Employee Education And Training	0.00		0.00			0.00
211			0.00	0.00	72.71	72.71	No Budget	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(10,000.00)	(10,000.00)	373.00	(9,627.00)	3.73%	373.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
245			(12,500.00)	(12,500.00)	4,945.82	(7,554.18)	39.57%	809.01
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(5,000.00)	(5,000.00)	2,049.72	(2,950.28)	40.99%	442.29
		GPS Services	0.00		0.00			0.00
249			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		GIS Mapping Services	0.00		0.00			0.00
251			(6,500.00)	(6,500.00)	2,194.49	(4,305.51)	33.76%	241.55
		Medical Services	0.00		0.00			0.00
259			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Contract Lab Services	0.00		0.00			0.00

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50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261		Repair And Maintenance Motor Vehicles	(40,000.00)	(40,000.00)	12,032.43	(27,967.57)	30.08%	599.44
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(7,000.00)	(7,000.00)	862.10	(6,137.90)	12.32%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
269		Repair And Maintenance Utility Lines	(200,000.00)	(200,000.00)	53,305.00	(146,695.00)	26.65%	20,305.00
			0.00		0.00			0.00
290		Other Contracted Services	(45,000.00)	(45,000.00)	8,918.29	(36,081.71)	19.82%	7,068.08
			0.00		0.00			0.00
293		Software service	0.00	0.00	6,745.00	6,745.00	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(3,000.00)	(3,000.00)	941.44	(2,058.56)	31.38%	238.68
			0.00		0.00			0.00
312		Small Items Of Equipment	(15,000.00)	(15,000.00)	6,132.03	(8,867.97)	40.88%	579.73
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	76.42	76.42	No Budget	0.00
			0.00		0.00			0.00
322		Chemical, Laboratory, And Medical Supplies	0.00	0.00	362.78	362.78	No Budget	224.70
			0.00		0.00			0.00
323		Food	0.00	0.00	525.96	525.96	No Budget	145.96
			0.00		0.00			0.00
324		Household And Janitorial Supplies	0.00	0.00	659.48	659.48	No Budget	0.00
			0.00		0.00			0.00
325		Agricultural and Horticultural Supplies	0.00	0.00	478.20	478.20	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(12,000.00)	(12,000.00)	8,250.77	(3,749.23)	68.76%	1,251.81
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(50,000.00)	(50,000.00)	7,331.83	(42,668.17)	14.66%	0.00
			0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
332		Vehicle Parts And Repair	0.00	0.00	19,684.98	19,684.98	No Budget	5,776.40
			0.00		0.00			0.00
333		Other Equipment Parts And Repairs	0.00	0.00	1,644.36	1,644.36	No Budget	1,598.66
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(15,000.00)	(15,000.00)	17,205.67	2,205.67	114.70%	4,346.10
			0.00		0.00			0.00
338		Repair Parts - Water Or Sewer Lines, Meters,	0.00	0.00	255,215.14	255,215.14	No Budget	38,079.06
			0.00		0.00			0.00
338	100	Repair Parts - Water Or Sewer Lines, Meters,	0.00	0.00	1,323.00	1,323.00	No Budget	0.00
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	114.16	114.16	No Budget	0.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	1,819.45	1,819.45	No Budget	0.00
			0.00		0.00			0.00
344		Safety Supplies	(8,000.00)	(8,000.00)	1,497.72	(6,502.28)	18.72%	295.56
			0.00		0.00			0.00
348		Water Line Upgrades	(144,805.00)	(144,805.00)	0.00	(144,805.00)	0.00%	0.00
			0.00		0.00			0.00
348	5050	Water Line Upgrades	0.00	0.00	4,327.45	4,327.45	No Budget	0.00
			0.00		0.00			0.00
349		Water Loss Reduction	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(25,000.00)	(25,000.00)	1,052.92	(23,947.08)	4.21%	13.32
			0.00		0.00			0.00
392		Fire Hydrants	(35,000.00)	(35,000.00)	3,100.00	(31,900.00)	8.86%	0.00
			0.00		0.00			0.00
451	100	Rock and Crushed Stone	0.00	0.00	7,353.42	7,353.42	No Budget	0.00
			0.00		0.00			0.00
451		Rock and Crushed Stone	(35,000.00)	(35,000.00)	38,912.11	3,912.11	111.18%	8,371.93
			0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
471		Asphalt And Asphalt Filler	(20,000.00)	(20,000.00)	2,761.64	(17,238.36)	13.81%	2,761.64 0.00
472		Concrete	0.00	0.00	310.64	310.64	No Budget	0.00 0.00
491		Direct Boring Machine	(8,500.00)	(8,500.00)	563.21	(7,936.79)	6.63%	0.00 0.00
533		Machinery And Equipment Rental	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00 0.00
535		Equipment Leases & Maint Contracts	(12,000.00)	(12,000.00)	7,230.32	(4,769.68)	60.25%	1,100.75 0.00
565		Permit Fee	0.00	0.00	18,889.00	18,889.00	No Budget	0.00 0.00
732		Compensation For Damages	0.00	0.00	991.13	991.13	No Budget	0.00 0.00
52117	Administration And General Expenses							
121		Salaries and Wages	(810,591.00)	(810,591.00)	391,011.23	(419,579.77)	48.24%	68,808.50 0.00
135		Town Christmas Luncheon	0.00	0.00	6,717.52	6,717.52	No Budget	6,717.52 0.00
141		Oasi (Employer's Share)	(62,010.00)	(62,010.00)	28,311.52	(33,698.48)	45.66%	4,995.81 0.00
142		Hospital And Health Insurance	(120,492.00)	(120,492.00)	75,001.21	(45,490.79)	62.25%	12,009.97 0.00
143		Employee Retirement Plan	(48,237.00)	(48,237.00)	22,466.51	(25,770.49)	46.58%	3,624.50 0.00
146		Workmen's Compensation	(1,614.00)	(1,614.00)	0.00	(1,614.00)	0.00%	0.00 0.00
147		Unemployment Insurance	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00 0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
211			(90,000.00)	(90,000.00)	46,327.08	(43,672.92)	51.47%	7,330.73
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(750.00)	(750.00)	2,137.75	1,387.75	285.03%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
231			(750.00)	(750.00)	260.50	(489.50)	34.73%	63.10
		Publication Of Legal Notices	0.00		0.00			0.00
234			(350.00)	(350.00)	0.00	(350.00)	0.00%	0.00
		Fees and Permits - Non-State	0.00		0.00			0.00
235			(1,400.00)	(1,400.00)	0.00	(1,400.00)	0.00%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
241			(9,900.00)	(9,900.00)	4,306.95	(5,593.05)	43.50%	772.25
		Electric	0.00		0.00			0.00
242			(950.00)	(950.00)	453.57	(496.43)	47.74%	0.00
		Water	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	3,034.93	(1,965.07)	60.70%	447.17
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(2,700.00)	(2,700.00)	961.80	(1,738.20)	35.62%	41.55
		Medical Services	0.00		0.00			0.00
252			(62,000.00)	(62,000.00)	24,221.36	(37,778.64)	39.07%	4,301.00
		Legal Services	0.00		0.00			0.00
253			(31,300.00)	(31,300.00)	29,815.00	(1,485.00)	95.26%	29,815.00
		Accounting And Auditing Services	0.00		0.00			0.00
255			(43,000.00)	(43,000.00)	47,381.75	4,381.75	110.19%	0.00
		Data Processing Services	0.00		0.00			0.00
256			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Engineering Services & Land Services	0.00		0.00			0.00
266			(4,000.00)	(4,000.00)	187.50	(3,812.50)	4.69%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
271			(33,235.00)	(33,235.00)	0.00	(33,235.00)	0.00%	0.00
		Repair And Maintenance Water Tank	0.00		0.00			0.00

**Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025**

Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
288			(5,000.00)	(5,000.00)	3,716.89	(1,283.11)	74.34%	110.00
	Travel/Training		0.00		0.00			0.00
290			(28,620.00)	(28,620.00)	20,376.15	(8,243.85)	71.20%	3,097.10
	Other Contracted Services		0.00		0.00			0.00
293			0.00	0.00	226.00	226.00	No Budget	0.00
	Software service		0.00		0.00			0.00
311			(7,400.00)	(7,400.00)	3,052.11	(4,347.89)	41.24%	884.71
	Office Supplies		0.00		0.00			0.00
312			(6,000.00)	(6,000.00)	3,931.50	(2,068.50)	65.53%	560.00
	Small Items Of Equipment		0.00		0.00			0.00
313			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
	Stationary/Forms		0.00		0.00			0.00
315			0.00	0.00	3,924.96	3,924.96	No Budget	525.00
	Information Technology Equipment		0.00		0.00			0.00
321			0.00	0.00	150.84	150.84	No Budget	0.00
	Paper/Plastics		0.00		0.00			0.00
323			(15,000.00)	(15,000.00)	5,784.72	(9,215.28)	38.56%	0.00
	Food		0.00		0.00			0.00
324			0.00	0.00	21.41	21.41	No Budget	7.97
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(400.00)	(400.00)	118.99	(281.01)	29.75%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
328			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Educational Supplies		0.00		0.00			0.00
390			(3,200.00)	(3,200.00)	149.97	(3,050.03)	4.69%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
520			(137,000.00)	(137,000.00)	109,430.50	(27,569.50)	79.88%	0.00
	Property/Liability Insurance		0.00		0.00			0.00
535			(32,250.00)	(32,250.00)	12,039.71	(20,210.29)	37.33%	1,263.12
	Equipment Leases & Maint Contracts		0.00		0.00			0.00

Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
540			(1,960,000.00)	(1,960,000.00)	0.00	(1,960,000.00)	0.00%	0.00
		Depreciation	0.00		0.00			0.00
552			11,627.00	11,627.00	0.00	11,627.00	0.00%	0.00
		Amortization Of Bond Premium	0.00		0.00			0.00
555			(10,000.00)	(10,000.00)	2,111.35	(7,888.65)	21.11%	310.24
		Bank Service Charges	0.00		0.00			0.00
564			(18,889.00)	(18,889.00)	0.00	(18,889.00)	0.00%	0.00
		Annual Maintenance Fee	0.00		0.00			0.00
592			(300,000.00)	(300,000.00)	150,000.00	(150,000.00)	50.00%	25,000.00
		Payments In Lieu Of Taxes	0.00		0.00			0.00
630	BD13B		(43,873.00)	(43,873.00)	22,081.19	(21,791.81)	50.33%	3,660.22
		Interest On Bond Debt	0.00		0.00			0.00
630	BND22		(119,653.00)	(119,653.00)	62,551.26	(57,101.74)	52.28%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630	BD21B		(63,125.00)	(63,125.00)	31,562.50	(31,562.50)	50.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630	TMBF		(121,941.00)	(121,941.00)	7,854.11	(114,086.89)	6.44%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630	NEW		(144,559.00)	(144,559.00)	0.00	(144,559.00)	0.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630	BND13		(92.00)	(92.00)	82.65	(9.35)	89.84%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630	BD21A		(66,500.00)	(66,500.00)	33,250.00	(33,250.00)	50.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630	BND12		(22,221.00)	(22,221.00)	11,187.51	(11,033.49)	50.35%	1,853.93
		Interest On Bond Debt	0.00		0.00			0.00
640	CP22A		(44,413.00)	(44,413.00)	44,412.51	(0.49)	100.00%	21,250.01
		Interest On Notes	0.00		0.00			0.00
747	00004		0.00	0.00	(1.00)	(1.00)	No Budget	0.00
		Cash Over/Short	0.00		0.00			0.00

Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52118 Meter Department								
121			(466,414.00)	(466,414.00)	235,079.91	(231,334.09)	50.40%	41,878.34
		Salaries and Wages	0.00		0.00			0.00
141			(35,681.00)	(35,681.00)	17,238.09	(18,442.91)	48.31%	3,095.71
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(52,970.00)	(52,970.00)	32,793.90	(20,176.10)	61.91%	4,919.85
		Hospital And Health Insurance	0.00		0.00			0.00
143			(27,674.00)	(27,674.00)	13,656.30	(14,017.70)	49.35%	2,151.19
		Employee Retirement Plan	0.00		0.00			0.00
146			(11,279.00)	(11,279.00)	0.00	(11,279.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(250.00)	(250.00)	21.01	(228.99)	8.40%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(6,000.00)	(6,000.00)	1,089.00	(4,911.00)	18.15%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			0.00	0.00	55.58	55.58	No Budget	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	1,860.52	(4,139.48)	31.01%	346.68
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(2,500.00)	(2,500.00)	1,097.37	(1,402.63)	43.89%	221.22
		GPS Services	0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	670.80	(1,829.20)	26.83%	41.55
		Medical Services	0.00		0.00			0.00
261			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
290			(15,000.00)	(15,000.00)	191.80	(14,808.20)	1.28%	0.00
		Other Contracted Services	0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
311		Office Supplies	(7,000.00)	(7,000.00)	699.95	(6,300.05)	10.00%	167.94
			0.00		0.00			0.00
312		Small Items Of Equipment	(30,000.00)	(30,000.00)	955.41	(29,044.59)	3.18%	0.00
			0.00		0.00			0.00
315		Information Technology Equipment	0.00	0.00	7,453.00	7,453.00	No Budget	0.00
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	144.87	144.87	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(7,000.00)	(7,000.00)	2,710.83	(4,289.17)	38.73%	321.56
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(15,000.00)	(15,000.00)	5,572.52	(9,427.48)	37.15%	1,041.74
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	187.28	187.28	No Budget	0.00
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(5,000.00)	(5,000.00)	1,552.88	(3,447.12)	31.06%	1,032.00
			0.00		0.00			0.00
341		Consumable Tools	0.00	0.00	335.42	335.42	No Budget	0.00
			0.00		0.00			0.00
344		Safety Supplies	(2,000.00)	(2,000.00)	105.39	(1,894.61)	5.27%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(6,000.00)	(6,000.00)	15.00	(5,985.00)	0.25%	0.00
			0.00		0.00			0.00
391		Water Meters	(350,000.00)	(350,000.00)	13,300.50	(336,699.50)	3.80%	13,300.50
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(12,000.00)	(12,000.00)	4,281.57	(7,718.43)	35.68%	582.00
			0.00		0.00			0.00
52119		Wash Co WL						
121		Salaries and Wages	0.00	0.00	181,307.89	181,307.89	No Budget	38,488.61
			0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	0.00	0.00	13,132.92	13,132.92	No Budget	2,800.68 0.00
142		Hospital And Health Insurance	0.00	0.00	33,498.35	33,498.35	No Budget	5,033.94 0.00
143		Employee Retirement Plan	0.00	0.00	10,642.73	10,642.73	No Budget	2,073.52 0.00
146		Workmen's Compensation	0.00	0.00	2,000.00	2,000.00	No Budget	0.00 0.00
147		Unemployment Insurance	0.00	0.00	63.01	63.01	No Budget	9.10 0.00
245		Telephone And Other Communication Services	0.00	0.00	256.87	256.87	No Budget	38.16 0.00
251		Medical Services	0.00	0.00	1,288.28	1,288.28	No Budget	100.00 0.00
262		Repair And Maintenance Equipment	0.00	0.00	756.90	756.90	No Budget	0.00 0.00
290		Other Contracted Services	0.00	0.00	210.10	210.10	No Budget	114.96 0.00
311		Office Supplies	0.00	0.00	24.98	24.98	No Budget	0.00 0.00
312		Small Items Of Equipment	0.00	0.00	994.11	994.11	No Budget	36.97 0.00
326		Clothing And Uniforms	0.00	0.00	4,729.60	4,729.60	No Budget	947.39 0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00	0.00	10,428.61	10,428.61	No Budget	952.84 0.00
332		Vehicle Parts And Repair	0.00	0.00	4,902.62	4,902.62	No Budget	1,161.44 0.00
334		Tires, Tubes And Etc.	0.00	0.00	7,148.58	7,148.58	No Budget	5,105.06 0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025

Fund : **413**

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
341		Consumable Tools	0.00	0.00	1,761.57	1,761.57	No Budget	0.00
					0.00			0.00
451		Rock and Crushed Stone	0.00	0.00	25,657.09	25,657.09	No Budget	6,508.73
					0.00			0.00
471		Asphalt And Asphalt Filler	0.00	0.00	3,027.95	3,027.95	No Budget	0.00
					0.00			0.00
934	5027	Water/Sewer Imp	0.00	0.00	94,200.86	94,200.86	No Budget	65,840.08
					0.00			0.00
934	5025	Water/Sewer Imp	0.00	0.00	227,525.99	227,525.99	No Budget	0.00
					0.00			0.00
934	5024	Water/Sewer Imp	0.00	0.00	96,488.19	96,488.19	No Budget	34,523.28
					0.00			0.00
934	5029	Water/Sewer Imp	0.00	0.00	35,907.56	35,907.56	No Budget	35,907.56
					0.00			0.00
934	5022	Water/Sewer Imp	0.00	0.00	148,105.00	148,105.00	No Budget	1,680.00
					0.00			0.00
934	5020	Water/Sewer Imp	0.00	0.00	823,230.69	823,230.69	No Budget	0.00
					0.00			0.00
934	5016	Water/Sewer Imp	0.00	0.00	355,800.00	355,800.00	No Budget	0.00
					0.00			0.00
934	5028	Water/Sewer Imp	0.00	0.00	25,628.92	25,628.92	No Budget	0.00
					0.00			0.00
934	5026	Water/Sewer Imp	0.00	0.00	17,634.61	17,634.61	No Budget	0.00
					0.00			0.00
940		Machinery And Equipment	0.00	0.00	5,980.00	5,980.00	No Budget	0.00
					0.00			0.00
949	5102	Other Machinery And Equipment	0.00	0.00	452.89	452.89	No Budget	0.00
					0.00			0.00
52213	Sewer Treatment And Disposal							
121		Salaries and Wages	(802,094.00)	(802,094.00)	361,860.90	(440,233.10)	45.11%	64,389.74
			0.00		0.00			0.00

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**Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025**

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	(61,360.00)	(61,360.00)	25,799.56	(35,560.44)	42.05%	4,593.12 0.00
142		Hospital And Health Insurance	(125,458.00)	(125,458.00)	73,275.85	(52,182.15)	58.41%	12,902.37 0.00
143		Employee Retirement Plan	(47,712.00)	(47,712.00)	21,219.64	(26,492.36)	44.47%	3,515.40 0.00
146		Workmen's Compensation	(13,860.00)	(13,860.00)	723.68	(13,136.32)	5.22%	0.00 0.00
147		Unemployment Insurance	(336.00)	(336.00)	42.02	(293.98)	12.51%	10.91 0.00
148		Employee Education And Training	(15,000.00)	(15,000.00)	1,760.00	(13,240.00)	11.73%	0.00 0.00
211		Postage, Box Rent, Etc.	(250.00)	(250.00)	329.85	79.85	131.94%	11.10 0.00
230		Publicity, Subscriptions, And Dues	(18,000.00)	(18,000.00)	5,760.00	(12,240.00)	32.00%	0.00 0.00
235		Memberships, Registration Fees, And Tuition	0.00	0.00	264.00	264.00	No Budget	0.00 0.00
241	PLANT	Electric	(145,000.00)	(145,000.00)	64,408.23	(80,591.77)	44.42%	11,306.64 0.00
241	ADMIN	Electric	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00 0.00
241	LIFTS	Electric	(60,000.00)	(60,000.00)	26,277.47	(33,722.53)	43.80%	5,483.41 0.00
245		Telephone And Other Communication Services	(22,000.00)	(22,000.00)	10,497.60	(11,502.40)	47.72%	1,373.77 0.00
248		GPS Services	(5,000.00)	(5,000.00)	1,463.16	(3,536.84)	29.26%	294.96 0.00
249		GIS Mapping Services	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00 0.00

Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251		Medical Services	(8,000.00)	(8,000.00)	1,665.05	(6,334.95)	20.81%	161.55
			0.00		0.00			0.00
259		Contract Lab Services	(20,000.00)	(20,000.00)	10,217.63	(9,782.37)	51.09%	4,631.90
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(30,000.00)	(30,000.00)	3,279.25	(26,720.75)	10.93%	3,203.18
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	0.00	0.00	4,812.69	4,812.69	No Budget	0.00
			0.00		0.00			0.00
262	GENER	Repair And Maintenance Equipment	(23,000.00)	(23,000.00)	0.00	(23,000.00)	0.00%	0.00
			0.00		0.00			0.00
262	PLANT	Repair And Maintenance Equipment	(35,000.00)	(35,000.00)	2,891.75	(32,108.25)	8.26%	0.00
			0.00		0.00			0.00
265	PLANT	Repair And Maintenance Grounds And	0.00	0.00	5,899.00	5,899.00	No Budget	5,899.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	0.00	0.00	10,434.22	10,434.22	No Budget	789.41
			0.00		0.00			0.00
266	COMPO	Repair And Maintenance Buildings	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
266	PLANT	Repair And Maintenance Buildings	(3,000.00)	(3,000.00)	150.00	(2,850.00)	5.00%	0.00
			0.00		0.00			0.00
269		Repair And Maintenance Utility Lines	(40,000.00)	(40,000.00)	30,770.62	(9,229.38)	76.93%	25,529.70
			0.00		0.00			0.00
269	5201	Repair And Maintenance Utility Lines	0.00	0.00	71,108.86	71,108.86	No Budget	71,108.86
			0.00		0.00			0.00
281		Repair and Maintenance Plant	0.00	0.00	314.79	314.79	No Budget	0.00
			0.00		0.00			0.00
293		Software service	0.00	0.00	14,488.00	14,488.00	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(2,500.00)	(2,500.00)	664.43	(1,835.57)	26.58%	0.00
			0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2025

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(500.00)	(500.00)	28.96	(471.04)	5.79%	28.96 0.00
322		Chemical, Laboratory, And Medical Supplies	(20,000.00)	(20,000.00)	15,813.29	(4,186.71)	79.07%	3,992.93 0.00
324		Household And Janitorial Supplies	(1,000.00)	(1,000.00)	737.64	(262.36)	73.76%	182.48 0.00
325		Agricultural and Horticultural Supplies	0.00	0.00	479.99	479.99	No Budget	6.25 0.00
326		Clothing And Uniforms	(15,000.00)	(15,000.00)	6,609.91	(8,390.09)	44.07%	879.27 0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(32,000.00)	(32,000.00)	12,104.28	(19,895.72)	37.83%	2,392.91 0.00
332		Vehicle Parts And Repair	0.00	0.00	10,078.28	10,078.28	No Budget	1,738.20 0.00
333		Other Equipment Parts And Repairs	0.00	0.00	3,994.48	3,994.48	No Budget	3,073.04 0.00
334		Tires, Tubes And Etc.	(3,000.00)	(3,000.00)	995.20	(2,004.80)	33.17%	995.20 0.00
335		Electrical Supplies	0.00	0.00	362.13	362.13	No Budget	119.60 0.00
338		Repair Parts - Water Or Sewer Lines, Meters,	0.00	0.00	3,050.21	3,050.21	No Budget	125.28 0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	1,029.64	1,029.64	No Budget	469.47 0.00
341		Consumable Tools	0.00	0.00	3,424.70	3,424.70	No Budget	943.97 0.00
344		Safety Supplies	(6,000.00)	(6,000.00)	624.11	(5,375.89)	10.40%	83.28 0.00
390		Miscellaneous Supplies	(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00 0.00

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
410		Concrete And Clay Products	0.00	0.00	93.52	93.52	No Budget	0.00
			0.00		0.00			0.00
451		Rock and Crushed Stone	0.00	0.00	5,999.59	5,999.59	No Budget	1,290.43
			0.00		0.00			0.00
471		Asphalt And Asphalt Filler	(25,000.00)	(25,000.00)	3,217.66	(21,782.34)	12.87%	0.00
			0.00		0.00			0.00
472		Concrete	0.00	0.00	7,315.29	7,315.29	No Budget	0.00
			0.00		0.00			0.00
493		Chemicals	(75,000.00)	(75,000.00)	17,549.06	(57,450.94)	23.40%	6,371.94
			0.00		0.00			0.00
494		Pretreatment	(5,000.00)	(5,000.00)	(913.80)	(5,913.80)	-18.28%	0.00
			0.00		0.00			0.00
533		Machinery And Equipment Rental	(15,000.00)	(15,000.00)	462.32	(14,537.68)	3.08%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,500.00)	(6,500.00)	3,952.74	(2,547.26)	60.81%	549.53
			0.00		0.00			0.00
568		Annual Permit Fees	(10,000.00)	(10,000.00)	4,840.00	(5,160.00)	48.40%	0.00
			0.00		0.00			0.00
762		Transfer To Sanitation Fund	(59,474.00)	(59,474.00)	0.00	(59,474.00)	0.00%	0.00
			0.00		0.00			0.00
820		Sewer Rehabilitation	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
			0.00		0.00			0.00
821		Lift Stations Maintenance	(100,000.00)	(100,000.00)	23,973.28	(76,026.72)	23.97%	7,192.50
			0.00		0.00			0.00
822		Sludge Disposal Fees	(25,000.00)	(25,000.00)	3,988.50	(21,011.50)	15.95%	1,265.51
			0.00		0.00			0.00
823		Electrical Maintenance Service	(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
			0.00		0.00			0.00
949		Other Machinery And Equipment	0.00	0.00	54,111.67	54,111.67	No Budget	54,111.67
			0.00		0.00			0.00

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
978		Sewer Pump Station A	0.00	0.00	26,202.90	26,202.90	No Budget	17,778.30 0.00
52315	Shop & Maintenance		(247,056.00)	(247,056.00)	122,415.62	(124,640.38)	49.55%	20,785.86 0.00
121		Salaries and Wages	0.00		0.00			
141		Oasi (Employer's Share)	(18,900.00)	(18,900.00)	8,454.67	(10,445.33)	44.73%	1,449.24 0.00
142		Hospital And Health Insurance	(52,909.00)	(52,909.00)	32,860.32	(20,048.68)	62.11%	4,939.33 0.00
143		Employee Retirement Plan	(14,663.00)	(14,663.00)	7,211.38	(7,451.62)	49.18%	1,113.64 0.00
146		Workmen's Compensation	(3,944.00)	(3,944.00)	0.00	(3,944.00)	0.00%	0.00 0.00
147		Unemployment Insurance	(110.00)	(110.00)	0.00	(110.00)	0.00%	0.00 0.00
211		Postage, Box Rent, Etc.	0.00	0.00	46.08	46.08	No Budget	0.00 0.00
241		Electric	(12,000.00)	(12,000.00)	1,738.51	(10,261.49)	14.49%	300.21 0.00
242		Water	(1,000.00)	(1,000.00)	140.30	(859.70)	14.03%	49.90 0.00
244		Natural Gas	0.00	0.00	983.23	983.23	No Budget	432.03 0.00
245		Telephone And Other Communication Services	(3,200.00)	(3,200.00)	1,842.20	(1,357.80)	57.57%	302.26 0.00
248		GPS Services	(300.00)	(300.00)	122.17	(177.83)	40.72%	24.58 0.00
251		Medical Services	(1,680.00)	(1,680.00)	223.15	(1,456.85)	13.28%	41.55 0.00

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Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261		Repair And Maintenance Motor Vehicles	(3,350.00)	(3,350.00)	0.00	(3,350.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,100.00)	(1,100.00)	170.00	(930.00)	15.45%	170.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(2,000.00)	(2,000.00)	300.00	(1,700.00)	15.00%	0.00
			0.00		0.00			0.00
288		Travel/Training	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	0.00	0.00	417.00	417.00	No Budget	62.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(9,300.00)	(9,300.00)	12,010.03	2,710.03	129.14%	2,118.00
			0.00		0.00			0.00
316		Technology Supplies	0.00	0.00	6.39	6.39	No Budget	0.00
			0.00		0.00			0.00
322		Chemical, Laboratory, And Medical Supplies	0.00	0.00	1,328.78	1,328.78	No Budget	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(4,500.00)	(4,500.00)	249.49	(4,250.51)	5.54%	30.60
			0.00		0.00			0.00
326		Clothing And Uniforms	(3,000.00)	(3,000.00)	1,849.94	(1,150.06)	61.66%	254.27
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,800.00)	(2,800.00)	664.16	(2,135.84)	23.72%	118.33
			0.00		0.00			0.00
332		Vehicle Parts And Repair	0.00	0.00	217.21	217.21	No Budget	128.73
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
335		Electrical Supplies	0.00	0.00	464.66	464.66	No Budget	75.38
			0.00		0.00			0.00
340		Other Repair And Maintenance Supplies	0.00	0.00	60.00	60.00	No Budget	0.00
			0.00		0.00			0.00

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Fund : 413

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
341		Consumable Tools	(13,310.00)	(13,310.00)	309.44	(13,000.56)	2.32%	214.55
			0.00		0.00			0.00
344		Safety Supplies	(2,000.00)	(2,000.00)	519.00	(1,481.00)	25.95%	519.00
			0.00		0.00			0.00
345		Welding Supplies	(1,000.00)	(1,000.00)	719.14	(280.86)	71.91%	32.46
			0.00		0.00			0.00
346		Wash Bay Maintenance and Supplies	(2,200.00)	(2,200.00)	483.00	(1,717.00)	21.95%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	71.99	(928.01)	7.20%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(3,200.00)	(3,200.00)	2,669.33	(530.67)	83.42%	326.14
			0.00		0.00			0.00
Total For Fund: 413			(11,867,418.00)	(11,867,418.00)	7,537,910.28	(4,329,507.72)	63.52%	1,665,751.09
			0.00		0.00			0.00

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Fund : 619

Monthly Comparative:

50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42129 Drug Investigation And Control								
280			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
290			0.00	0.00	2,000.00	2,000.00	No Budget	0.00
	Other Contracted Services		0.00		0.00			0.00
308			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	K-9 Supplies and Training		0.00		0.00			0.00
309			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Undercover Cash		0.00		0.00			0.00
312			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
519			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Other Liability Insurance		0.00		0.00			0.00
599			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Sundry		0.00		0.00			0.00
Total For Fund: 619			(9,500.00)	(9,500.00)	2,000.00	(7,500.00)	21.05%	0.00
			0.00		0.00			0.00

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

DATE: February 9, 2026 **AGENDA ITEM #:** 1-A

SUBJECT: FY25 Audit Presentation

A hard copy of the audit report will be provided to Aldermen at the meeting.

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

DATE: February 9, 2026 **AGENDA ITEM #:** 2

SUBJECT: Special Financial Reports

1. Current Year Property Tax
2. Property Taxes Receivable Update
3. Local Sales Tax Collections
4. Health Reimbursement Account
5. Capital Projects Fund – Governmental
6. Jonesborough Locally Grown Activity

Town of Jonesborough
Current Year Property Tax Billing
As of December 31, 2025

	<u>Current Tax Year (2025-26)</u>	<u>Prior Tax Year (2024-25)</u>
<u>Property Appraised and Assessed Values</u>		
Real and Personal Property Value	1,110,290,852	1,043,498,550
Taxable Assessed Value	313,036,212	294,152,673
<u>Billings</u>		
Real and Personal	3,881,659	2,842,104
Public Utilities	<u>44,491</u>	<u>-</u>
Total Billings	3,926,150	2,842,104
Adjustments:		
Real and Personal Reductions	(1,952)	(2,936)
Real and Personal Pick-ups	<u>12,707</u>	<u>2,040</u>
Adjusted Tax Billing	3,936,905	2,841,208
Payments:		
Real, Personal and Public Utility	57.52% <u>(2,264,472)</u>	56.43% <u>(1,603,193)</u>
Property Tax Outstanding	42.48% <u>1,672,433</u>	43.57% <u>1,238,015</u>
Reconciliation to Open Tax Listing:		
Real and Personal	1,672,433	1,238,015
Public Utilities	<u>-</u>	<u>-</u>
Total Open Tax List	<u>1,672,433</u>	<u>1,238,015</u>
Difference	<u>-</u>	<u>-</u>

Town of Jonesborough
Property Taxes Receivable
As of December 31, 2025

Tax Year	Amount Billed	6/30/2025			12/31/2025		% Collected
		Balance	Collected	Adjustments	Balance		
2014	1,698,685	1,968	-	-	1,968	99.88%	
2015	1,714,059	555	-	-	555	99.97%	
2016	1,734,978	763	-	-	763	99.96%	
2017	1,764,377	997	-	-	997	99.94%	
2018	1,797,636	1,537	-	-	1,537	99.91%	
2019	1,914,327	2,742	-	-	2,742	99.86%	
2020	1,961,968	1,497	-	-	1,497	99.92%	
2021	2,028,891	1,662	-	-	1,662	99.92%	
2022	2,116,289	1,875	-	-	1,875	99.91%	
2023	2,701,691	12,491	5,708	-	6,783	99.75%	
2024	2,833,572	199,360	79,521	(1,101)	118,738	95.81%	
Totals		\$ 225,447	\$ 85,229	\$ (1,101)	\$ 139,117		

2025 Real and Personal Taxes Billed	3,881,659
2025 Public Utility Taxes Billed	44,491
Collected Through 12/31/25	(2,264,472) 57.52%
Total Adjustments:	
Reductions	(1,952)
Pick-ups	12,707
Balance 2025 Property Taxes	1,672,433
 Total Outstanding Property Taxes	 1,811,550

Town of Jonesborough Comparative Local Sales Tax Collections

Retail Sales Month	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Current Month % Growth	YTD % Growth
July	\$ 149,814.99	\$ 146,797.86	\$ 154,758.39	\$ 181,234.32	\$ 221,930.41	\$ 226,386.30	\$ 236,685.00	\$ 228,015.45	\$ 249,036.85	9.22%	9.22%
August	137,299.17	157,323.64	157,863.60	181,244.01	189,478.07	211,229.31	226,332.76	237,636.05	255,783.97	7.64%	8.41%
September	151,571.87	161,151.69	159,074.80	178,788.96	207,002.17	226,466.35	249,969.62	219,475.66	256,460.57	16.85%	11.12%
October	137,782.95	149,448.62	151,882.16	184,195.31	196,842.35	223,709.37	240,092.90	259,434.92	266,979.65	2.91%	8.86%
November	142,968.58	151,202.03	153,617.36	183,608.84	214,268.95	238,699.54	260,527.63	256,064.50	265,657.21	3.75%	7.77%
December	159,458.04	169,082.03	177,127.90	213,896.25	233,742.11	259,640.04	262,136.42	273,278.72			
January	127,416.58	135,234.22	140,781.81	179,991.50	190,334.77	212,252.13	217,489.76	221,093.81			
February	127,945.05	134,822.85	142,290.13	164,213.28	184,027.14	199,473.61	218,860.17	213,941.08			
March	156,129.40	162,786.00	183,966.80	215,568.04	223,679.00	242,969.97	249,483.25	273,415.56			
April	149,219.62	156,558.86	183,153.95	204,688.52	222,063.76	320,646.71	259,799.65	267,895.51			
May	156,267.02	167,495.96	196,546.46	214,867.25	238,459.96	246,079.54	239,414.08	260,001.34			
June	164,321.92	170,764.62	195,799.56	197,429.44	244,631.05	251,601.07	252,570.61	254,520.70			
Totals	\$ 1,760,195.19	\$ 1,862,668.38	\$ 1,996,862.92	\$ 2,299,725.72	\$ 2,566,459.74	\$ 2,859,153.94	\$ 2,913,361.85	\$ 2,964,773.30	\$ 1,293,918.25		

2025-26 Budget

Budgeted Growth **129,826.70**

% Budgeted Growth 4.38%

Town of Jonesborough
Health Reimbursement Account
2025-26 Fiscal Year

Date	Fund				Balance
	General	Solid Waste	Water/Sewer	Total	
July Deposit	2,730.00	750.00	2,310.00	5,790.00	157,974.17
7/8/2025	(1,504.65)		(1,265.70)	(2,770.35)	155,203.82
7/14/2025	(328.47)		(149.02)	(477.49)	154,726.33
7/21/2025	(237.72)		(2,498.48)	(2,736.20)	151,990.13
7/28/2025	(53.33)		(6,204.09)	(6,257.42)	145,732.71
7/31/2025	605.83	750.00	(7,807.29)	(6,451.46)	
August Deposit	2,730.00	750.00	2,310.00	5,790.00	151,522.71
8/4/2025	(647.99)		(110.53)	(758.52)	150,764.19
8/11/2025	(499.13)		(1,401.22)	(1,900.35)	148,863.84
8/18/2025	(1,828.67)		(4,167.87)	(5,996.54)	142,867.30
8/25/2025	(5,725.43)		(208.04)	(5,933.47)	136,933.83
8/31/2025	(5,365.39)	1,500.00	(11,384.95)	(15,250.34)	
September Deposit	2,730.00	750.00	2,310.00	5,790.00	142,723.83
9/2/2025	(963.35)		(1,659.88)	(2,623.23)	140,100.60
9/8/2025	(986.60)		(3,323.52)	(4,310.12)	135,790.48
9/15/2025	(6,151.02)		(4,202.56)	(10,353.58)	125,436.90
9/22/2025	(233.12)		(6,250.69)	(6,483.81)	118,953.09
9/29/2025	(1,471.45)		(2,384.67)	(3,856.12)	115,096.97
9/30/2025	(12,440.93)	2,250.00	(26,896.27)	(37,087.20)	
October Deposit	2,730.00	750.00	2,310.00	5,790.00	120,886.97
10/6/2025	(546.76)		(187.89)	(734.65)	120,152.32
10/14/2025	(913.46)		(522.30)	(1,435.76)	118,716.56
10/20/2025	(71.40)		(473.49)	(544.89)	118,171.67
10/27/2025	(2,411.29)		(349.83)	(2,761.12)	115,410.55
10/31/2025	(13,653.84)	3,000.00	(26,119.78)	(36,773.62)	
November Deposit	2,730.00	750.00	2,310.00	5,790.00	121,200.55
11/3/2025	(1,875.94)		(46.72)	(1,922.66)	119,277.89
11/10/2025	(844.47)		(791.24)	(1,635.71)	117,642.18
11/17/2025	(243.75)		(787.47)	(1,031.22)	116,610.96
11/24/2025	(2,031.87)		(753.71)	(2,785.58)	113,825.38
11/30/2025	(15,919.87)	3,750.00	(26,188.92)	(38,358.79)	

Town of Jonesborough
Health Reimbursement Account
2025-26 Fiscal Year

Date	Fund				Balance
	General	Solid Waste	Water/Sewer	Total	
December Deposit	2,730.00	750.00	2,310.00	5,790.00	119,615.38
12/1/2025	(1,407.78)		(321.22)	(1,729.00)	117,886.38
12/8/2025	(314.28)		(2,498.88)	(2,813.16)	115,073.22
12/15/2025	(8,264.37)		(216.82)	(8,481.19)	106,592.03
12/22/2025	(2,251.83)		(169.95)	(2,421.78)	104,170.25
12/29/2025	(5,895.04)		(1,033.65)	(6,928.69)	97,241.56
12/31/2025	(31,323.17)	4,500.00	(28,119.44)	(54,942.61)	
6/30/2025 Balance			152,184.17		
Year-to-date HRA Contributions			34,740.00		
Year-to-date HRA Claims			(89,682.61)		
12/31/2025 Balance			<u>97,241.56</u>		

Town of Jonesborough

Capital Projects Fund

Fiscal Year 2025-26

As of December 31, 2025

Account Number	Description	Department	Funding Source	Budget	Year-to-Date			Budget Remaining
					Revenue To-Date	Spent To-Date	Transfers	
					Equipment			
310-47500-952	3 Police Vehicles	Police	Auction	186,927.00	217,655.00	180,132.73		6,794.27
310-47500-952-Debt*	9 Police Vehicles	Police	Debt	560,783.00				560,783.00
310-47500-954-42100	Radio Replacement	Police	Debt	443,355.00	443,355.00			443,355.00
310-47500-945-42100	2nd 9-1-1 Line	Police	Debt	74,884.00	74,884.00			74,884.00
310-47500-949-42100	Special Event Equipment	Police	Debt	35,000.00	35,000.00			35,000.00
310-47500-954-42200	11 Portable Radios	Fire	Debt	68,310.00	68,310.00	76,475.14		(8,165.14)
310-47500-954-42200	3 Mobile Radios	Fire	Debt	22,125.00	22,125.00			22,125.00
310-47500-941-42200*	1 Fire Take Home Vehicle	Fire	Debt	65,000.00				65,000.00
310-47500-949-42200	Fit Test Machine	Fire	Debt	14,000.00	14,000.00	14,674.60		(674.60) Need funding
310-47500-942-43100	Mini Excavator w/boom	Streets	Debt	65,000.00	65,000.00	89,721.41	27,017.60	2,296.19
310-47500-942-43100	Used Backhoe Loader	Streets	Debt	60,000.00	60,000.00		(60,000.00)	-
310-47500-942-43100	Trailer for Mini Excavator	Streets	Debt		-	14,995.00	14,995.00	-
310-47500-942-43100	Milling Machine	Streets	Debt		-	17,987.40	17,987.40	-
310-47500-942-44400	Lawn Mower	Parks & Rec	Debt	12,000.00	12,000.00			12,000.00
310-47500-942-44400	Gator for Tiger Park	Parks & Rec	Debt	15,000.00	15,000.00			15,000.00
310-47500-942-44400	Pressure Washer	Parks & Rec	Debt	5,000.00	5,000.00			5,000.00
310-47500-949-WETLD	Pool Heater	Wetlands	Debt	50,000.00	50,000.00	24,499.00	(25,501.00)	-
Total Equipment				1,677,384.00	1,082,329.00	418,485.28	(25,501.00)	1,233,397.72

*Capital Outlay Note in last half of fiscal year; deferred principal and interest payments

Town of Jonesborough
Capital Projects Fund
Fiscal Year 2025-26
As of December 31, 2025

Account Number	Description	Department	Funding Source	Budget	Year-to-Date			Budget Remaining
					Revenue To-Date	Spent To-Date	Transfers	
			Projects					
310-47510-910-41500	Land - 217 W College St	Gen. Admin.	Debt/CapEq	-	251,638.21	25,501.00	(16,528.95)	Need funding
			Debt			86,900.00		
			Debt			122,708.26		
								Include \$22,770.49 overage on sidewalks and \$45,870 handrail to come from Governor's sidewalk money
310-47510-933-41500	Sidewalks	Gen. Admin.	Debt/Gov \$	100,000.00	100,000.00	122,770.49		(22,770.49)
310-47510-939-41500	Dumpster Pad-Jackson	Gen. Admin.	Debt	50,000.00	50,000.00			50,000.00
310-47510-939-41500-150	Exterior Wall Renov-Stage Door, JRT, Jackson, ISC	Gen. Admin.	Grant	-		60,705.00		(60,705.00) Downtown Imp Grant
310-47510-929-41500	ISC HVAC Replacement	Gen. Admin.	Debt	100,000.00	100,000.00			100,000.00
310-47510-929-41500-150	ISC Exterior Deck Renov	Gen. Admin.	Grant	-		45,360.00		(45,360.00) Downtown Imp Grant
310-47510-992-43100	Streets Building	Streets	Debt	50,000.00	50,000.00	19,183.96		30,816.04
310-47510-931-43100	Resurfacing	Streets	Debt	500,000.00	500,000.00	95,902.70		404,097.30
310-47510-931-43100	Connector Road	Streets	Debt	130,900.00	130,900.00		(44,000.00)	-
			Debt			(86,900.00)		
310-47510-931-43100	Traffic Signal Study	Streets	Debt	-		13,340.00	44,000.00	30,660.00
310-47510-931-44320	Stairway - Parking Lot	Senior Ctr	Debt/Grant	15,000.00	15,000.00	19,484.00		(4,484.00) \$15,000 grant coming
310-47510-929-44400	Bathroom Upgrade	Parks & Rec	Debt	10,000.00	10,000.00	4,197.75		5,802.25
310-47510-929-44400	Tiger Park Storage Unit	Parks & Rec	Debt	15,000.00	15,000.00			15,000.00
310-47510-937-44400	Ballfields	Parks & Rec	Reserve	135,500.00				135,500.00
310-47510-937-44490	Park Fencing	Wetlands	Debt	20,000.00	20,000.00			20,000.00
310-47510-937-44490	Roofing	Wetlands	Debt	50,000.00	50,000.00			50,000.00
310-47510-937-44490	Pump Room Repl	Wetlands	Debt	350,000.00	350,000.00		(122,708.26)	227,291.74 Bid w/staff doing demo
310-47510-929-47210	Restroom Remodel	Tourism	Debt	150,000.00	150,000.00			150,000.00
310-47510-929-47210	Office Renovation	Tourism	Debt	50,000.00	50,000.00			50,000.00
310-47510-929-44491	Window Replacement	McKinney	Debt	54,500.00	54,500.00			54,500.00
310-47510-929-44491	Soundproof Curtains	McKinney	Debt	10,000.00	10,000.00			10,000.00
310-47510-929-43170	Exhaust Evacuation Syst	Garage	Debt	56,841.00	56,841.00			56,841.00
310-47510-929-43170	Lift Replacement	Garage	Debt	61,420.00	61,420.00			61,420.00
Total Projects				1,909,161.00	1,773,661.00	632,582.11	25,501.00	1,302,079.89
Total Capital Projects Fund				3,586,545.00	2,855,990.00	1,051,067.39	-	2,535,477.61

Profit and Loss by Class
Jonesborough Locally Grown
January-December, 2025

Distribution account	Boone St Mkt	Farmers Mkt	Locally Grown	Total
Income				
Fundraising Events				
Farm to Table Dinner Sponsors			18,500.00	18,500.00
Farm to Table Dinner Ticket Sales			26,544.75	26,544.75
Special Dinners/Events			9,605.79	9,605.79
Sponsorships	9,300.00		5,250.00	14,550.00
Total for Fundraising Events	9,300.00	59,900.54	\$69,200.54	
Grants				
Farmer Market Promotion Grant (thru ARCD)		5,166.00		5,166.00
FMPP (USDA)			26,965.85	26,965.85
SCBG (thru TDA)	2,759.24		2,014.89	4,774.13
TAEP (thru TDA)		1,500.00		1,500.00
Town of Jonesborough - Utilities	3,512.09			3,512.09
Total for Grants	6,271.33	6,666.00	28,980.74	\$41,918.07
Memberships	1,386.96		11,838.52	13,225.48
Other Contributions				
Credit card cash back			550.00	550.00
Donation - general	2,737.03	292.17	20,046.92	23,076.12
Donations - designated	10,727.10		4,395.00	15,122.10
Farm Fresh Fit Walking Program	146.00	11,403.72		11,549.72
Interest Earned			405.76	405.76
Total for Other Contributions	13,610.13	11,695.89	25,397.68	\$50,703.70
Program Service Revenue				
Local food sales	146,020.94	7,929.00		153,949.94
BSM Kitchen Sales	40,339.17			40,339.17
Build It Up Reimbursement	2,496.76	80.00		2,576.76
DTC Sales	176,944.46			176,944.46

DUFB Reimbursement	719.00	1,212.00	1,931.00
NKC Reimbursement		2,363.09	2,363.09
Online Market Sales	128.09		128.09
Produce Prescription Reimbursement	1,980.00	1,230.00	3,210.00
Token Sales for FM		12,100.00	12,100.00
Wholesale Sales	111,454.16		111,454.16
Total for Local food sales	480,082.58	24,914.09	\$504,996.67
Program Fee Income			
Vendor Fees	4,139.12	4,810.92	8,950.04
Total for Program Fee Income	4,139.12	4,810.92	\$8,950.04
Total for Program Service Revenue	484,221.70	29,725.01	\$513,946.71
Sales of Product Income	312.50		312.50
Sales of Promotional Products (Merchandise)	1,072.15	710.00	300.00
Total for Income	506,874.77	58,096.90	126,417.48
Total for Income	506,874.77	58,096.90	\$691,389.15
Expenses			
Administrative			
Accounting Fees		1,300.00	1,300.00
Donor Management Software Fee/Expense		3,362.27	3,362.27
Insurance		217.60	217.60
Board of Directors Insurance (Mt. Vernon/USLI)		365.60	365.60
Liability Insurance (Auto Owners)		1,430.33	1,430.33
Total for Insurance		2,013.53	\$2,013.53
Postage, Mailing Service	8.02		8.02
Taxes and License Fees			
Beer Permit	100.00		100.00
Business License Fee	345.46		345.46
Sales Tax Paid	15,475.00		15,475.00
Total for Taxes and License Fees	15,920.46		\$15,920.46
Total for Administrative	15,928.48	6,675.80	\$22,604.28
Facilities and Equipment			
Equipment Rental/Purchase	15,563.87		15,563.87
Property Expense			

Furnishings	4,950.00		4,950.00	
Maintenance and Repair Costs	1,698.16		1,698.16	
Total for Property Expense	6,648.16		\$6,648.16	
Utilities				
Electric	8,991.96		8,991.96	
Gas	1,545.20		1,545.20	
Phone/internet	1,229.01		1,229.01	
Water	713.98		713.98	
Total for Utilities	12,480.15		\$12,480.15	
Total for Facilities and Equipment	34,692.18		\$34,692.18	
Office/General Administrative Expenses		378.00	378.00	
Operations				
Bank and Credit Card Fees	11,620.18	429.34	1,031.27	13,080.79
Farm to Table Dinner Expenses			11,089.03	11,089.03
FTT Food			1,458.54	1,458.54
Total for Farm to Table Dinner Expenses		12,547.57		\$12,547.57
Membership Expense	129.00		14.71	143.71
Mileage/Travel expenses	49.06	3.94	58.31	111.31
Musicians	300.00	1,725.00		2,025.00
Program Expense (food)	34.08			34.08
Donation In-Kind (JAMA)	605.79		134.50	740.29
DTC	198,070.76			198,070.76
Events	575.81			575.81
Kitchen	17,311.21			17,311.21
Wholesale	129,249.95			129,249.95
Total for Program Expense (food)	345,847.60		134.50	\$345,982.10
Program Expense (non-food)				
FMPP Activities			557.27	557.27
Token Payments for FM		36,271.00		36,271.00
Total for Program Expense (non-food)		36,271.00	557.27	\$36,828.27
Promotions				
Advertising	2,166.40	3,397.46		5,563.86

Promotional Materials	156.11	250.00	2,958.56	3,364.67
Promotional Products (t-shirts, totes, cookbooks)			5,041.51	5,041.51
Total for Promotions	156.11	2,416.40	11,397.53	\$13,970.04
Service Expenses				
Dishwasher	4,687.21			4,687.21
Kitchen Linens	1,343.99			1,343.99
Pest Control	252.00			252.00
Shopkeep	1,690.00		169.00	1,859.00
Subscriptions/Shopping Memberships			80.00	80.00
Web hosting/services			455.90	455.90
	7,973.20		704.90	\$8,678.10
Special Dinner Expenses			10,258.52	10,258.52
Supplies	580.30	85.63	80.95	746.88
Cleaning Supplies	279.08			279.08
Food Service Consumables	2,511.16			2,511.16
Kitchen Supplies	818.64			818.64
Office Supplies	1,283.17	100.33	42.71	1,426.21
Paper Products	769.45			769.45
Total for Supplies	6,241.80	185.96	123.66	\$6,551.42
Total for Operations	372,316.95	41,031.64	36,828.24	\$450,176.83
Personnel Expenses	29.00		310.64	339.64
Contract Services				
Farmers Market Stipend		1,000.00		1,000.00
Total for Contract Services		1,000.00		\$1,000.00
Employees				
Hourly	80,775.30		43,563.53	124,338.83
Salaried				
IRA match	2,870.34		2,259.78	5,130.12
Total for Salaried	2,870.34		2,259.78	\$5,130.12
Total for Employees	83,645.64		45,823.31	\$129,468.95
Payroll Expense			35,327.42	35,327.42
Unemployment Tax (SUTA)			220.45	220.45

Total for Payroll Expense		35,547.87	\$35,547.87
QuickBooks Direct Deposit Fee	75.00	123.50	198.50
Workers Comp Insurance (AccidentFund)		2,045.00	2,045.00
Total for Personnel Expenses	83,749.64	1,000.00	83,850.32
Total for Expenses	506,687.25	42,031.64	127,732.36
Net Operating Income	187.52	16,065.26	-1,314.88
			\$14,937.90

Cash Basis Sunday, January 04, 2026 03:37 PM GMTZ

LFS Q4 yet to be categorized to specifics

Sales of product \$312.50 is kitchen food sold for
buyers lunch UTK (invoice match)

Postage = paperwork mailed for SNAP

Equipment Purchase and Furnishings are BSM
equipment and shelving covered by donations

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

DATE: February 9, 2026 **AGENDA ITEM #:** 3-A

SUBJECT: Mayor Communications – Tree and Townscape Committee Reappointments

Tree and Townscape Committee Reappointments – 3 Year Terms

- Lori Rosenoff
- Sue Henley
- Geoff Hoare

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

DATE: February 9, 2026 **AGENDA ITEM #:** 3-B

SUBJECT: Mayor Communications - Employee of the Month

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

DATE: February 9, 2026

AGENDA ITEM #: 6-A

SUBJECT: Second Reading on Ordinance to Amend 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.

BACKGROUND:

Chris Kudera, Park and Recreation Director, has provided a detailed memorandum about the reasoning behind the proposal to increase the membership based on the recommendation of the Parks and Recreation Advisory Committee at their December 18, 2025, meeting. Being considered is amending the Jonesborough Municipal Code Title 1, Chapter 5, Section 1-502, Recreation Commission.

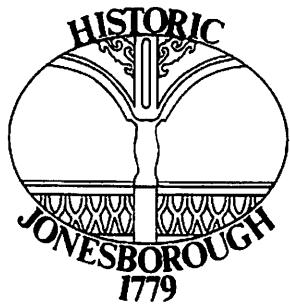
With the sheer number of sports-oriented/recreational activities that occur during the prominent season in Jonesborough, and the number of “affiliate” organizations working in partnership with the town, it makes sense, for example as Mr. Kudera states in his memorandum, “the Parks and Recreation Advisory Committee voted unanimously to recommend an expansion of the committee to include Jr. Pioneer Athletics as an affiliate member. The rationale for this recommendation is based on the organization’s similarity in purpose and function to existing affiliate members, as well as its anticipated continued use of Town property for recreational programming. Adding Jr. Pioneer Athletics to the advisory board would provide a formal avenue for communication, coordination, and collaboration as the Town plans for facility use and long-term recreation needs”.

Overall, the amendment increases membership from 11 to 12 members by adding Jr. Pioneer Athletics as an affiliate member, and all members having voting privileges.

The BMA passed the ordinance amendment on First Reading at the January 12, 2026, meeting.

RECOMMENDATION:

Approve the Ordinance to amend the Jonesborough Municipal Code Title 1, Chapter 5, Section 1-502, Composition, Appointment and Membership of the Recreation Advisory Commission, as presented on Second and Final Reading.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff
From: Christopher Kudera
CC:
Date: 12/29/25
Re: Expansion of the Parks and Recreation Advisory Committee

BACKGROUND

As you are aware, The Town of Jonesborough recently acquired the former Jonesborough Middle School property. One of the long-standing and consistent users of this property has been Jr. Pioneer Athletics, which offers organized Pee Wee Football and Cheerleading programs for youth in the community. Following the acquisition, Jr. Pioneer Athletics approached the me to seek guidance on the appropriate steps required to continue using this property, or another Town-owned property, for future practices. The organization's season typically runs from the summer months through mid to late fall.

At its December 18 meeting, the Parks and Recreation Advisory Committee held an open discussion regarding Jr. Pioneer Athletics and its role within the Town's recreational programming. The committee also considered the current structure of the advisory board, which already includes affiliate representation from organizations such as Jonesborough Youth Soccer and Jonesborough Little League.

Following this discussion, the Parks and Recreation Advisory Committee voted unanimously to recommend an expansion of the committee to include Jr. Pioneer Athletics as an affiliate member. The rationale for this recommendation is based on the organization's similarity in purpose and function to existing affiliate members, as well as its anticipated continued use of Town property for recreational programming. Adding Jr. Pioneer Athletics to the advisory board would provide a formal avenue for communication, coordination, and collaboration as the Town plans for facility use and long-term recreation needs.

Recommendation:

I recommend that Municipal Code be amended to expand the Parks and Recreation Advisory Committee from eleven (11) members to twelve (12) members to allow for the addition of Jr. Pioneer Athletics as an affiliate member.

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 Dlickson, Alderman Jenkins, Alderman Causey, Alderman Countermine.

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

Those voting against: _____

PASSED ON SECOND READING _____

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: February 9, 2026 **AGENDA ITEM #:** 7-A

SUBJECT: Initial Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds, Not to Exceed \$15,000,000.

BACKGROUND:

SUBJECT: Consider Resolution 2026-03 – Initial Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds, Not to Exceed \$15,000,000

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.

Attached for your consideration is the Initial Bond Resolution, authorizing the Town to issue up to \$15,000,000 in Water System Revenue and Tax Bonds to fund the overage. The Full Bond Resolution will be presented for your consideration under a separate agenda item.

RECOMMENDATION:

Approve Resolution 2026-03, an initial resolution authorizing the issuance of Water System Revenue and Tax Bonds, in an amount not to exceed \$15,000,000, as presented.

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

(SEAL)

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

DATE: February 9, 2026 **AGENDA ITEM #:** 7-B

SUBJECT: Full Bond Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds, Not to Exceed \$15,000,000.

BACKGROUND:

SUBJECT: Consider Full Bond Resolution Authorizing the Issuance of Water System Revenue and Tax Bonds and Bond Anticipation Notes, Not to Exceed \$15,000,000

Presented for your consideration is the full bond resolution related to the initial resolution considered under a separate 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.

RECOMMENDATION:

Approve 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, as presented.

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

Mayor

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

(SEAL)

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

DATE: February 9, 2026 **AGENDA ITEM #:** 7-C

SUBJECT: Resolution Authorizing the Submission of FY26 Application for CDBG Funds.

BACKGROUND:

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 FY 2026 State Community Development Block Grant funds. Other background regarding the CDBG is below:

- We sent out Request for Qualifications (RFQs) 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.
- We sent out letters and surveys 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 upmost 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.

RECOMMENDATION:

Approve the Resolution authorizing the submission of an application for FY 2026 State Community Development Block Grant funds, as presented.

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

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

DATE: February 9, 2026 **AGENDA ITEM #:** 7-D

SUBJECT: Resolutions Hiring Administrative & Engineering Services for the 2026 Community Development Block Grant (CDBG Program

BACKGROUND:

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.

RECOMMENDATION:

1. Approve the Resolution for Community Development Partners, LLC to provide the Town of Jonesborough with **Administrative Services** as part of the State of Tennessee's FY 2026 Community Development Block Grant (CDBG) program for the Skyline Drive Road Extension and Walkway project.
2. Approve the Resolution for DTWood Engineering, Inc., to provide the Town of Jonesborough **Engineering Services** as part of the State of Tennessee's FY 2026 Community Development Block Grant (CDBG) program for the Skyline Drive Road Extension and Walkway project.

JONESBOROUGH, TENNESSEE
STATEMENT OF QUALIFICATIONS - EVALUATION WORKSHEET
ADMINISTRATIVE SERVICES

In response to solicitations for Statements of Qualifications for Administrative Services for Jonesborough's FY 2026 Community Development Block Grant Program application, submittals were received from the following firms on or before the designated deadline of Date Time – January 30, 2026 at 2:00 PM

A. Community Development Partners, LLC

B. Mattern & Craig

C. _____

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

SCORING			
	A	B	C
1. Specialized Experience or technical expertise of firm in connection with type of services to be provided. Maximum 20 points	20	20	
2. Past record of performance on State and Federally funded projects with community and other clients including quality of work, timeliness, and cost control. Maximum 20 points	20	20	
3. Capacity of firm to perform work, considering current and planned workload. Maximum 20 points	20	20	
4. Familiarity of firm with CDBG Program. Maximum 20 points	20	17	
5. Familiarity with local conditions. Maximum 20 points	18	18	
Total score out of 100 possible points	98	95	

Based on the foregoing evaluation,

Community Development Partners, LLC

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

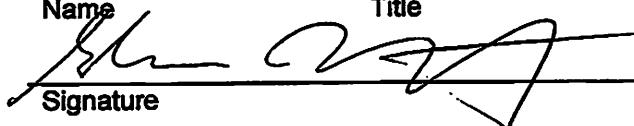
Approved by:

Glenn Rosenoff

Town Administrator

Name

Title


Signature

2/2/2026

Date

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

JONESBOROUGH, TENNESSEE
STATEMENT OF QUALIFICATIONS - EVALUATION WORKSHEET
ENGINEERING SERVICES

In response to solicitations for Statements of Qualifications for Engineering Services for Jonesborough's FY 2026 CDBG project, submittals were received from the following firms on or before the designated deadline of Date and Time. – January 30, 2026 at 2:00 PM

A. DTWood Engineering, Inc.

B. Ardurra

C. Mattern & Craig

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

SCORING			
	A	B	C
1. Specified experience or technical expertise of firm in connection with services provided. Maximum 20 points	<u>20</u>	<u>17</u>	<u>18</u>
2. Past record of performance on contracts with community and other clients including quality of work, timeliness, and cost control. Maximum 20 points	<u>20</u>	<u>18</u>	<u>20</u>
3. Capacity of firm to perform work within time limitations, taking into consideration current and planned workload of firm. Maximum 20 points	<u>20</u>	<u>20</u>	<u>20</u>
4. Familiarity with CDBG Program and eligibility requirements. Maximum 20 points	<u>18</u>	<u>18</u>	<u>18</u>
5. Familiarity with Local Conditions. Maximum 20 points	<u>20</u>	<u>15</u>	<u>19</u>
Total score out of 100 possible points	<u>98</u>	<u>88</u>	<u>95</u>

Based on the foregoing evaluation,

DTWood Engineering, Inc.

is determined to be the most qualified firm to carry out the design services on the 2026 CDBG Project and is recommended for contract award. In the event that the parties are unable to negotiate and agree upon a contract price the next highest rated firm will begin negotiations.

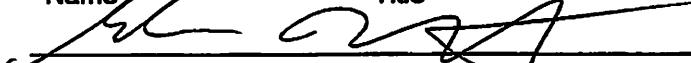
Approved by:

Glenn Rosenoff

Town Administrator

Name

Title



2/2/2026

Date

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

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

DATE: February 9, 2026 **AGENDA ITEM #:** 7-E

SUBJECT: Resolution for the ARC Grant Application for the Waterline Extension Project

BACKGROUND:

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. As you are aware, we are applying for a 2026 Community Development Block Grant (CDBG) program for this project. **In conjunction** with the CDBG, the Resolution before you authorize the town to make application for 2026 Appalachian Regional Commission (ARC) funds for water utilities as part of the Skyline Drive Road Extension and Walkway project. The estimated project cost is \$392,500.00 and the local match would be 50%. Much of the town's match will be through the town's utilities in force account work (equipment and labor).

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. Construction will potentially start prior to the Skyline Drive Road Extension and Walkway project (CDBG project) since our utilities will be performing the force account (equipment and labor) work.

RECOMMENDATION:

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.

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 _____ day of _____, 2026.

TOWN OF JONESBOROUGH

ATTEST:

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

DATE: February 9, 2026 **AGENDA ITEM #:** 7-F

SUBJECT: Mowing and Landscaping Bids for 2026

BACKGROUND:

The mowing and landscaping bids for 2026 were publicly advertised and opened in accordance with Town purchasing policy. The Town received a total of six bids for mowing services and three bids for landscaping services. Two vendors, who have submitted mowing bids in the past, failed to meet the bid deadline prior to bid opening.

1. Mowing

Upon studying the current bids, I am pleased to announce that 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.

2. Landscaping

There is more good news on the landscaping bids. 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.

RECOMMENDATION:

1. Approve awarding Mowing Contracts for 2026 based on Staff recommendation, as presented.
2. Approve awarding Landscaping Contracts for 2026 based on Staff recommendation, as presented.

2025 Landscaping Bids

	Gardner's & CO LLC			KES Property Services			Kinch's Lawncare		
	2026 Per Month	2027 Per Month	2028 Per Month	2026 Per Month	2027 Per Month	2028 Per Month	2026 Per Month	2027 Per Month	2028 Per Month
Wetlands Water Park	\$1,000 / \$865	\$ 865.00	\$ 865.00	\$ 690.00	\$ 710.00	\$ 730.00	\$ 1,050.00	\$ 1,205.00	\$ 1,385.00
Persimmon Ridge Park	\$460 / 400	\$ 400.00	\$ 400.00	\$ 290.00	\$ 310.00	\$ 330.00	\$ 325.00	\$ 375.00	\$ 430.00
Medians on Highway 11-E	\$2,310 / \$2,200	\$ 2,200.00	\$ 2,200.00	\$ 790.00	\$ 810.00	\$ 830.00	No Bid	No Bid	No Bid
Stage Road Park	No Bid	No Bid	No Bid	No Bid	No Bid		\$ 1,100.00	\$ 1,265.00	\$ 1,450.00
Mill Spring Park	\$250 / \$225	\$ 225.00	\$ 225.00	\$ 220.00	\$ 240.00	\$ 260.00	\$ 275.00	\$ 315.00	\$ 360.00
Downtown Courthouse									
Lots/Dogwood Lane	\$1,010 / \$875	\$ 875.00	\$ 875.00	No Bid	No Bid	No Bid	\$ 1,200.00	\$ 1,375.00	\$ 1,500.00
Depot Street Park	No Bid	No Bid	No Bid	\$ 300.00	\$ 320.00	\$ 340.00	\$ 250.00	\$ 285.00	\$ 325.00
Barkley Creek Park	\$180 / \$150	\$ 150.00	\$ 150.00	\$ 450.00	\$ 470.00	\$ 490.00	\$ 550.00	\$ 630.00	\$ 720.00
McKinney Center/Booker T. Washington School									
	\$400 / \$345	\$ 345.00	\$ 345.00	\$ 400.00	\$ 420.00	\$ 440.00	\$ 400.00	\$ 450.00	\$ 500.00
Jonesborough Visitors Center/Town Hall	\$1,290 / \$1,120	\$ 1,120.00	\$ 1,120.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
Jonesborough Seniors Center and Lincoln Park	\$1,640 / \$1,425	\$ 1,425.00	\$ 1,425.00	\$ 1,540.00	\$ 1,560.00	\$ 1,580.00	\$ 1,750.00	\$ 2,000.00	\$ 2,250.00
Golden Oak Park	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 300.00	\$ 345.00	\$ 390.00
Jonesborough School/Tiger Park	\$2,920 / \$2,650	\$ 2,650.00	\$ 2,650.00	\$ 2,800.00	\$ 2,840.00	\$ 2,860.00	No Bid	No Bid	No Bid
Boone Street / Main Street	\$290 / \$245	\$ 245.00	\$ 245.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid
W.C. Rowe Park/Chuckey Depot/Walkway	\$830 / \$715	\$ 715.00	\$ 715.00	No Bid	No Bid	No Bid	\$ 775.00	\$ 875.00	\$ 995.00
Monthly Paid	\$ 6,140.00	\$ 5,850.00	\$ 5,850.00	\$ 1,770.00	\$ 810.00	\$ 830.00	\$ 1,175.00	\$ 875.00	\$ 995.00

2025 Per Year \$ 100,530.00

2026 Per Year \$ 81,765.00

Mowing Bids

	Gardner's & CO LLC			KES Property Services			Kinch's Lawncare			Snapp's Lawncare			Southern Boyz Mowing and More			Watt's Lawn Maintenance and Cory's Lawncare and		
	2026 Per Cycle	2027 Per Cycle	2028 Per Cycle	2026 Per Cycle	2027 Per Cycle	2028 Per Cycle	2026 Per Cycle	2027 Per Cycle	2028 Per Cycle	2026 Per Cycle	2027 Per Cycle	2028 Per Cycle	2026 Per Cycle	2027 Per Cycle	2028 Per Cycle	2026 Per Cycle	2027 Per Cycle	2028 Per Cycle
Persimmon Ridge Walkway and Five Points	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 200.00	No Bid	No Bid	\$ 200.00	\$ 205.00	\$ 210.00
Wetlands Water Park	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 200.00	No Bid	No Bid	\$ 385.00	\$ 395.00	\$ 405.00
Persimmon Ridge Park Ballfields	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 625.00	\$ 625.00	\$ 625.00	\$ 200.00	No Bid	No Bid	\$ 225.00	\$ 230.00	\$ 236.00
Persimmon Ridge Park	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 160.00	No Bid	No Bid	\$ 300.00	\$ 308.00	\$ 313.00
Medians on 11-F Including Old Boones Creek	\$ 295.00	\$ 295.00	\$ 295.00	\$ 500.00	\$ 520.00	\$ 540.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 50.00	No Bid	No Bid	\$ 600.00	\$ 615.00	\$ 630.00
Senior Center Property	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 80.00	\$ 96.00	\$ 115.00	No Bid	No Bid	No Bid	\$ 50.00	No Bid	No Bid	\$ 100.00	\$ 103.00	\$ 106.00
Lincoln Park	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 170.00	\$ 204.00	\$ 245.00	No Bid	No Bid	No Bid	\$ 60.00	No Bid	No Bid	\$ 200.00	\$ 205.00	\$ 210.00
Stage Road Park	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 150.00	\$ 180.00	\$ 216.00	No Bid	No Bid	No Bid	\$ 80.00	No Bid	No Bid	\$ 145.00	\$ 149.00	\$ 153.00
Mill Spring Park	No Bid	No Bid	No Bid	\$ 75.00	\$ 80.00	\$ 85.00	\$ 80.00	\$ 96.00	\$ 115.00	No Bid	No Bid	No Bid	\$ 50.00	No Bid	No Bid	\$ 75.00	\$ 77.00	\$ 79.00
Downtown Washington County Courthouse Parking Lots/Parson's Table/JUMC Area	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 85.00	\$ 102.00	\$ 122.00	No Bid	No Bid	No Bid	\$ 110.00	No Bid	No Bid	\$ 220.00	\$ 225.00	\$ 231.00
Depot Street Park	No Bid	No Bid	No Bid	\$ 60.00	\$ 65.00	\$ 70.00	\$ 50.00	\$ 60.00	\$ 72.00	No Bid	No Bid	No Bid	\$ 30.00	No Bid	No Bid	\$ 65.00	\$ 67.00	\$ 69.00
Main Street Village	No Bid	No Bid	No Bid	\$ 50.00	\$ 52.00	\$ 55.00	\$ 50.00	\$ 60.00	\$ 72.00	No Bid	No Bid	No Bid	\$ 40.00	No Bid	No Bid	\$ 60.00	\$ 62.00	\$ 64.00
Old Jonesborough Cemetery	\$ 330.00	\$ 330.00	\$ 330.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 125.00	No Bid	No Bid	\$ 325.00	\$ 333.00	\$ 341.00
African American Cemetery	\$ 165.00	\$ 165.00	\$ 165.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 75.00	No Bid	No Bid			
Detention Ponds at Mountain View Estates	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 80.00	No Bid	No Bid	\$ 110.00	\$ 113.00	\$ 116.00
Barkley Creek Park/Trail to Chuckey Depot	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 60.00	\$ 72.00	\$ 86.00	No Bid	No Bid	No Bid	\$ 55.00	No Bid	No Bid	\$ 130.00	\$ 133.00	\$ 136.00
McKinney Center/Booker T Washington School	No Bid	No Bid	No Bid	\$ 150.00	\$ 155.00	\$ 160.00	\$ 145.00	\$ 174.00	\$ 208.00	No Bid	No Bid	No Bid	\$ 90.00	No Bid	No Bid	\$ 140.00	\$ 144.00	\$ 148.00
Meadows Subdivision - All Areas	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 225.00	No Bid	No Bid	\$ 265.00	\$ 272.00	\$ 279.00
Jonesborough/Washington Co Library	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 55.00	\$ 66.00	\$ 79.00	No Bid	No Bid	No Bid	\$ 60.00	No Bid	No Bid	\$ 120.00	\$ 123.00	\$ 126.00
Oak Hill School/Duncan House	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 60.00	\$ 72.00	\$ 79.00	No Bid	No Bid	No Bid	\$ 40.00	No Bid	No Bid			
Vines Farm Park	No Bid	No Bid	No Bid	\$ 95.00	\$ 100.00	\$ 105.00	No Bid	No Bid	No Bid	\$ 100.00	\$ 100.00	\$ 100.00	\$ 65.00	No Bid	No Bid	\$ 150.00	\$ 154.00	\$ 158.00
Visitors Center	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 60.00	No Bid	No Bid	\$ 100.00	\$ 103.00	\$ 106.00
Jonesborough Garage	No Bid	No Bid	No Bid	\$ 90.00	\$ 95.00	\$ 100.00	\$ 55.00	\$ 66.00	\$ 79.00	No Bid	No Bid	No Bid	\$ 85.00	No Bid	No Bid	\$ 130.00	\$ 133.00	\$ 136.00
Jonesborough School - Non Athletic Areas (court yards)	\$ 295.00	\$ 295.00	\$ 295.00	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid			
Jonesborough School - Non Athletic Areas	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 1,715.00	\$ 1,715.00	\$ 1,715.00	\$ 900.00	No Bid	No Bid	\$ 2,200.00	\$ 2,255.00	\$ 2,311.00
Jonesborough School Ball Fields	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 625.00	\$ 625.00	\$ 625.00	\$ 450.00	No Bid	No Bid			
Jonesborough Middle School Park	No Bid	No Bid	No Bid	\$ 400.00	\$ 410.00	\$ 420.00	No Bid	No Bid	No Bid	\$ 750.00	\$ 750.00	\$ 750.00	\$ 175.00	No Bid	No Bid	\$ 100.00	\$ 103.00	\$ 106.00
Town Office Annex	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 250.00	\$ 300.00	\$ 350.00	No Bid	No Bid	No Bid	\$ 75.00	No Bid	No Bid	\$ 400.00	\$ 338.00	\$ 346.00
Waste Water Facility	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	No Bid	\$ 530.00			\$ 3,440.00		
Total Per Week	\$ 495.00			\$ 745.00			\$ 650.00			None	None	None	\$ 530.00					
Staff Recommendation																		
Total Per Week (remove Waste Water and Town Garage)																		

2025 Per Year \$ 179,604.00 Figure includes General Admin paying for Garage and utility paying for Waste Water
 2026 Per Year \$ 175,200.00 -2%