

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
August 10, 2026 – 6:00 PM

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

1. An Ordinance amending the Jonesborough Municipal Code Title 4, Chapter 1, Building Code to Implement a \$40.00 Re-Inspection Fee.
2. An Ordinance amending the FY2025-26 Budget for the General Fund, Solid Waste Fund, Jackson Theatre Fund, Debt Service Fund and the Capital Projects Fund.

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
August 10, 2026 – 6:00 PM

The Board of Mayor and Aldermen (BMA) resumed their recessed Regular Session on Monday, August 10, 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. Artie White 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, Operations Manager Craig Ford, Town Recorder Janet Jennings and Attorney Jim Wheeler.

The first item on the agenda was approval of the Financial Report, and Special Financial Reports. Town Recorder Janet Jennings reported that we are closing out the fiscal year with a property tax collection rate of 94.11%, which is up from 93% last year. Sales tax continues strong at 6.5%. With no other questions Alderman Jenkins made a motion to accept the financial reports as presented. Alderman Causey seconded the motion. The motion was duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Wolfe asked the August Employee of the Month Michaela Hardgrave to join him at the podium. Mayor Wolfe read the following statement: *Michaela Hardgrave has consistently demonstrated the qualities that make a public servant truly exceptional: professionalism, integrity, reliability, and a genuine commitment to serving others. She approaches every task with a positive attitude and a willingness to help wherever needed, making her a valued member of our organization. One of the qualities that sets Michaela apart is her dedication to outstanding customer service. Recently, she faced a particularly challenging situation involving a customer conducting what appeared to be a sovereign citizen-style audit while recording the interaction. Many people would have found the circumstances uncomfortable or intimidating, but Michaela remained calm, courteous, and professional throughout the entire encounter. She treated the individual with the same respect and professionalism she extends to every customer, never allowing the situation to alter her demeanor or commitment to service.*

Through clear communication, patience, and professionalism, Michaela successfully de-escalated the situation and ensured that the interaction remained productive and respectful. Her actions reflected positively not only in her office but on the entire Town organization. She demonstrated the very best of what public service should look like and provided an example for all of us to follow. Beyond this specific incident, Michaela is known for her attention to detail, her pleasant and professional interactions with coworkers, and her willingness to assist wherever needed. She recently played an instrumental role in helping with the office reorganization, handling the transition with flexibility, grace, and a team-first attitude.

Michaela consistently embodies the Town of Jonesborough's commitment to excellence, customer service, and teamwork. Whether she is assisting a customer, supporting a coworker, or helping management, she does so with enthusiasm, professionalism, and a genuine desire to make a difference. Michaela, thank you for your dedication to the Town, your commitment to our customers, and the positive impact you have on those around you every day. We are fortunate to have you on our team, and this recognition is well deserved.

Mayor Wolfe introduced Matt Hensley from Municipal Technical Assistance Advisory Services (MTAS). Mr. Hensley addressed the Board regarding his leadership work with the Town's management and provided information on the continuing education programs MTAS offers for governing bodies. Throughout the past year Mr. Hensley has lead Town Directors through a leadership program. Mr. Hensley commended the Directors and stated that Jonesborough has become a model for what leadership development can look like on the executive level and team level.

Alderman Comments was the next item on the agenda. Alderman Dickson congratulated Parks and Recreation on receiving a grant for Keep Jonesborough Beautiful. Alderman Dickson was very pleased with the recycling tour in Sullivan County that he, Town Administrator Glenn Rosenoff, Operations Manager Craig Ford and Solid Waste Director Vice Sicca attended. He also stated that throughout the Jonesborough 101 program all of the departments have done an outstanding job representing the town and most recently the Public Safety team did an outstanding presentation reaffirming their commitment to serving the people.

Town Attorney Comments was the next item on the agenda. Mr. Wheeler had no report.

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. There being none, Alderman Countermine made a motion to approve the Consent Agenda as presented. Alderman Dickson seconded the motion. The motion duly passed.

1. Approval of Minutes – July 13, 2026 Regular Meeting Minutes.
2. Approve the following bills for payment:

Check Register - General Fund - July 2026

07/01/26	117033 - void	\$	(250.00)
07/02/26	117135 - 117160	\$	155,687.57
07/10/26	117161 - 117249	\$	88,478.90
07/10/26	117250	\$	1,400.00
07/15/26	117105 - void	\$	(236.20)
07/16/26	117251 - 117252	\$	17,433.55
07/17/26	117253 - 117314	\$	767,183.96
07/20/26	117262 - void	\$	(23,227.13)
07/20/26	117315	\$	21,925.37
07/24/26	117316 - 117393	\$	112,935.34
07/28/26	117391 - void	\$	(6,200.00)
07/28/26	117394	\$	1,833.14
07/29/26	117395 - 117396	\$	94,162.90
07/31/26	117397 - 117460	\$	75,517.39
07/31/26	117442 - void	\$	(150.00)
07/31/26	117461	\$	1,500.00
		\$	1,307,994.79

Check Register- Water Fund July 2026

07/02/26	70742 - 70751	\$	80,537.48
07/10/26	70752 - 70774	\$	55,518.02
07/16/26	70775	\$	2,069.09
07/17/26	70776 - 70816	\$	156,423.29
07/24/26	70817 - 70837	\$	100,613.75
07/28/26	70838	\$	1,910.87
07/29/26	70839	\$	45,116.68
07/31/26	70840 -	\$	255,902.07
		\$	698,091.25

Check Register -Sanitation Fund - July 2026

07/02/26	11115 - 11119	\$	4,880.95
07/10/26	11120 - 11123	\$	578.79
07/16/26	11124	\$	177.34
07/17/26	11125 - 11129	\$	20,009.66
07/24/26	11130 - 11139	\$	20,362.52
07/28/26	11129 - void	\$	(247.92)
07/29/26	11140	\$	4,354.76
07/31/26	11141 - 11144	\$	1,428.17
		\$	51,544.27

3. Approve the following Town Administrator Report:
 - *Had one-on-one meetings with Alderman Countermine, Alderman Jenkins, and Alderwomen Causey.*
 - *Another successful Jonesborough Days has concluded. Thanks to the efforts of many employees and volunteers the event was once again a huge success. Tourism department did report to me that this was the highest incidence of issues with some downtown owners about the space on the sidewalk that has been traditionally either used by the business owner (they receive first offer of the space for free) or a paying vendor if the business owner fails to reply to staff about using the town sidewalk. At least a couple of issues ensued with lack of response*

from business owners, but they did not want a vendor in front of their shop on the public sidewalk. This has led to a memorandum to the BMA being drafted about rules of engagement of staff not engaging business owners or vendors that appear hostile to them either by phone or in person.

- Held monthly one-on-one Director meetings with Senior Center Director Mary Regen, Utilities Manager Kevin Brobeck, Fire Chief Jeff White, Jackson Theatre Operations Manager Amber Crumley, Police Chief Matt Rice, Tourism Director Cameo Waters and McKinney Center Director Theresa Hammons.*
- Worked to gather information to prepare the TDOT forms for the reimbursement on Tiger Way Signalization project. State did not accept requests from May through June, so we will be submitting reimbursement by August 15 for the full amount.*
- Me and Administrative Assistant Brandi Miller met with JRT President Joe Smith to acquire signatures on all of the agreement documents. The Deed of Trust was recorded, and all documents were dispersed.*
- Worked to prepare the BMA packet for release and publication, as well as the Planning Commission packet for their upcoming meeting.*
- Attended the Washington County Economic Development Council FY26 year-end meeting, followed by attending some of the Tennessee Municipal League conference in Kingsport.*
- Continuing to work on an agreement with the Washington County Johnson City Animal Shelter to provide animal control services to the Town. The town would continue dealing with wildlife critters, which would only need a "normal" truck to perform. The Shelter Executive Director Tammy Davis is working with me and Operations Manager Craig Ford toward finalizing a plan which will include the possible sale of the town's animal control truck to the Shelter and a future formal interlocal agreement between the town and Washington County Animal Control to provide town-wide animal control services based on a reasonable rate of service.*
- Reviewed Street Director applications with Operations Manager Craig Ford and Human Resources Director Michelle Stewart. Candidates were selected and interviews were completed. The position was offered and accepted.*
- Met with Operations Manager Craig Ford and Parks and Recreation Director to discuss priority improvements and enhancements at both Persimmon Ridge Park and Wetlands.*
- Held the monthly Directors meeting. Various topics were discussed including highlights from the July 13th BMA meeting, annual training, customer service, compensatory-time buyout plan and KnowBe4 Cybersecurity Training Campaigns. These meetings continue to be a benefit to the team.*
- Continuing efforts to wrap up the Mauk Property purchase reimbursement from Heritage Conservation Trust Fund (HCTF). I have been working with HCTF to ensure all documents have been received which all appear to be in order. One additional update is needed and will be an action item on the August agenda. After this action, HCTF will reimburse the town \$305,000.00 as part of the grant process.*
- Working with Building Inspector Kevin Fair and Major Jonathan Peace on current, pending and future property matters that will be either cited into city court for non-compliance and if not resolved quickly then onto Board of Dwelling Standards. I am working closely with the town team and Chairman of BODS Dana Helvey. The goal is of course compliance but safety of structures, and in particular habitable, is of primary concern. There are several properties within town that are in disrepair that need attention. There are approximately 10 active cases to date with 3-4 under review for pending actions. Staff are diligently working to find resources to help with potential property owners that may be in violation, but desire to be compliant without adequate financial means. In addition, I am hopeful that we will be awarded a grant for the HOME Program through Tennessee Housing Development Agency (THDA) to help either renovate or replace homes that qualify – based on property owner participation. We should find out later this fall.*
- Working with Operations Manager Craig Ford on a future strategy to address escalation of property maintenance violations and the idea to potentially hire a part-time (most likely retired) police officer that has a single focus of codes enforcement and helping to maintain and advance the backlog of cases. As you already know our unprecedented growth in population*

and homes is staggering and each property has the potential of a code violation, therefore having a single point of contact that navigates the process with town staff, building inspector, police department, Board of Dwelling Standards, Demolition by Neglect, can have a positive impact on working with property owners to remedy code violations.

- Working with MTAS Training and Development Consultant Matthew Hensley on various future training courses for town leadership. He has been instrumental at advancing leadership on many DiSC related initiatives. He plans to provide the BMA with a brief report on employee progress at the August meeting.
- Continue to work with others on advancing our projects (grant and non-grant based) including First Frontier Trail, New Water Transmission Line, progress on New Water Treatment Plant; FEMA related eligible Hurricane Helene damaged assets, TN Arts Commission, Agricultural Learning Center (USDA, ARC), and other CDBG activities.
- Attended a recycling meeting with Alderman Dickson, Operations Manager Craig Ford, and Solid Waste Director Vince Sicca at the Sullivan County Recycling Center (SCRC) to view their recycling process for potential regional cooperation and partnerships. We are currently in partnership with Washington County Solid Waste for plastics which are picked up at our convenience center off Old State Route 34 and delivered to SCRC. We are looking at potential regional efforts on cardboard recycling with a possible proposal in the next 60-90 days.
- Met with Operations Manager Craig Ford to discuss our next steps in our phased approach to improving traffic signalization. Phase 1 is nearly 100% complete which is upgrading our traffic cabinets. Those cabinets are weatherproof enclosures installed at our traffic signals that house the equipment needed to control, monitor, and coordinate traffic flow at intersections. They are often called the “brains” of a traffic signal system because they manage how and when lights change, ensuring safe and efficient movement of vehicles, pedestrians, and other road users. We are moving onto Phase 2 with the radio transmitters system to be installed on the existing traffic signals, except for Tiger Way as this new signal is ready to sync with other signals upon completion. In traffic signalization, radio transmitters are used to send control signals wirelessly between traffic control devices, such as traffic lights, sensors, and central management systems. Their main purpose is to enable remote monitoring, coordination, and adjustment of traffic signals without physical wiring.
- We finalized our staff comments to TDOT regarding the Traffic Signal Modernization Program by which we were awarded the grant to modernize the traffic signalization at Highway 11-E and Forrest Drive (Middle School, Food City, Papa Johns, etc., areas). The intersection will not only be “modernized” but roadway striping, and other ancillary upgrades will be performed to improve traffic movement in the intersection area. TDOT will go to bid for this and other awarded modernization projects in October. The timeline of Jonesborough to be under “construction” will likely be Spring 2027 depending on TDOT moving projects forward in the State from west to east.
- Attended an International Storytelling Center meeting to go over several leaks in the facility. At the conclusion of the meeting, I contacted Tommy Burleson, Burleson Construction, for his advice on a competent roofer to examine the roof for potential deficiencies. Tommy went immediately to work and had drone footage of the entire roof sent to me, and I forwarded it to ISC representatives. Tommy provided 2 competent roofers to be contacted that he has used on other projects to get “boots on the roof” to examine the roof in person and safely. The other long saga of replacing the geothermal HVAC system is advancing with Operations Manager Craig Ford finalizing the bid documents. This is a non-tradition HVAC system, and it required that we seek the consultation of an HVAC mechanical engineer to spec-out the scope of work to be included as part of the bid document.
- Met with Rachel Conger from Community Development Partners to discuss the upcoming Downtown Improvement Grant (DIG) application process. In attendance was Historic Zoning Commission Chair Frank Collins and our legendary historic preservation czar Dr. Bill Kennedy. We are evaluating eligible properties for this grant from rooftops to facades, to repointing brick, and much more. Completed a casual walk through and met with at least one property business owner about their building with known issues. The DIG grant can be a game changer to help further improve our downtown assets and buildings, with property owners taking advantage of

a strong grant with minimal match (75% State/25% Owner). Of course, I continue to solicit downtown property owners to take advantage of the Jonesborough Local Façade Program and Downtown Loan Program.

- I continue to work with County contracted Planner Angie Charles on zoning code and subdivision regulations reviews. The county is funded to pursue Request for Proposals for revamping their land use codes. I will continue to work with Ms. Charles on the potential for Jonesborough to join in this project regarding our own codes.
I continue to work with county officials on reviewing the potential of implementing a property tax freeze for eligible property owners inside the city as the county explores county-wide. I provided BMA members with a snapshot of the program as part of the July 13th BMA agenda packet. Both Finance Director and I will receive invites from the county when they hold committee meetings on the subject matter. In the meantime, I have collected information 2024-2025 on the number of Jonesborough Tax Relief recipients broken down by Veterans and Elderly. We participate with the State at providing financial assistance to property owners that qualify for this state run program. Please see link below for details about the program - [2026 Property Tax Relief Brochure](#)
- Met with Sharp Technologies representative Eric Pardue to discuss the implementation schedule of advancing our approved security and technology initiatives. One great move is obviously maximizing our security measures but soon we will not be paying for “installation fees” with future equipment purchases. Moving to a higher platform will increase monthly contractual services, but in so doing we will eliminate unnecessary hardware and equipment, with the result being a much better system at the same average monthly cost.
- Participated in the kick-off meeting of Faces of Jonesborough. The initial meeting included Mayor Kelly Wolfe and McKinney Center Program Manager Anne Mason. This initiative will highlight those people who have had a significant historical impact on our Town.
- Scheduled our inaugural KnowBe4 Cybersecurity campaign. All employees will receive the monthly training sessions, which must be completed by the end of the month. This training will keep us compliant with our Cybersecurity insurance policy and are necessary in today’s digital age. We will be able to download reports to see who has completed (or hasn’t). The trainings all have a questionnaire at the end of it and will rank the employees “threat level”. Our hope is that the training courses will be beneficial for all employees and will help make our systems more secure.
- Attended and participated in the Washington County School Board Workshop to present and discuss the Tiger Park Shared Use Agreement. The meeting went well and they are favorable to the agreement. They plan to act on the agreement at their August board meeting.
- Met with Operations Manager Craig Ford and Parks and Recreation Director Chris Kudera to discuss all public areas of town that are the town’s responsibility to mow or landscape. Those areas include leased areas and detention pond areas under town maintenance. The goal is to capture these geographic areas and use them as a more precise tool when soliciting bids for the season and labeling whether they are maintained under contract, inmates, staff, etc.
- Presented and participated at the Local Government Planning Advisory Committee (LGPAC) meeting. Community growth plans continue to be amended to meet the inflationary demands of population growth.
- Mayor Wolfe, Finance Director Janet Jennings and me, participated in the State of Tennessee Treasurer David Lillard’s visit presenting the Town with a check in the amount of \$9,150.55 for Town of Jonesborough Unclaimed Property.
- Fielded multiple calls from residents regarding issues from the storm on July 28th Jonesborough received high winds and over 3” of rain in 45 minutes. Calls ranged from storm water issues, mud issues, downed trees and flooding. We are pursuing land development activities that did not have sufficient erosion and sedimentation control measures in place for construction activities.
- The updated Charter was received and updated on the website. The updated Charter includes the August election change, among other amendments.
- Washington County 911 is expected to go live on Augst 14th with our new Fire District Map (will include Volunteer Fire Departments and City of Johnson City).

4. Approve the following Operations Manager Report:

- *The Solid Waste Department took delivery on the new commercial garbage truck. Now equipped with newer equipment, we are hoping we can provide a better service for our customers.*
- *Upon receiving a floor plan for the new fire station, I had a follow-up meeting with the designer, Rebecca Lineberry, to revise the plan she submitted. Once the revisions were made, I met with the Fire Department supervisory staff to review the plans. They were extremely excited with the plans and offered no additional requests for any revisions.*
- *I met with Jon Wortman, Stansell Electric, in reference to the repairs that are needed on our traffic signals in order to proceed with the communications project to synchronize our traffic signals from Second Avenue to Headtown Road. He reviewed each signal and reported ninety percent (90%) of the work had actually been completed by Progression Electric. I had not received any correspondence from them since my last email and was actually inquiring if Stansell could just take over the project.*
- *Thankfully, Progression finally completed the work. We can now begin the synchronization part of the project. I am currently working on getting Mr. Wortman and Mark Fields, Brightridge Broadband, together to see if Broadband is available, or whether we will have to go to a radio system. Once we have this information, we can proceed and get this project across the finish line.*
- *I finally received plans from Holston Engineering for the repairs to the geothermal HVAC system at the ISC building. The plans have been approved by the inspector. I will work to develop the bid documents for Holston Engineering to review. Once I have these documents completed and reviewed, I will finally be able to get the HVAC system repaired/replaced at the ISC building.*
- *The contractor who was awarded the bid for the Visitors Center restroom project is planning on starting the week of August 10. I am meeting with him at the Visitors Center on August 07, for the purpose of walking through the project with him and getting any logistical problems addressed before he starts the project. The winning contractor is looking to start the First Frontier trail project on August 17, or possibly August 24, 2026.*
- *I have continued to work very closely with James Walden, who is currently operating as the Interim Street Department Director. James has continued to work very hard with a small staff and has done a great job. The new Director will begin on August 10. We have also hired two new Street Department employees, which should get them back to full staff, pending successful completion of all pre-employment requirements.*
- *The Street Department has worked on preparing the new Fire Station II site. They have also worked on several utility cuts in July. The rainy weather has been difficult to complete these tasks.*
- *I have attended numerous meetings with you and Michelle this month in order to finalize the Town's new personnel policy.*
- *I assisted in interviews for the Street Department Director's position and the Equipment Operator positions.*
- *I also attended the meeting with you and the Parks and Recreation staff on developing the mowing map for the Town.*
- *I also attended the presentation at the Sullivan County Recycling Center with you, Alderman Adam Dickson, and Solid Waste Director Vince Sicca. I believe we were all very impressed with their operation.*
- *I am attaching a copy of the request for proposal for the traffic signal upgrades that was awarded in January. I will highlight the items that were completed in green, and the items that were not completed in yellow. Again, this work was reviewed by Mr. Wortman, whom I spoke of earlier.*
- *The Town of Jonesborough is in need of repairs to traffic signals. Below is a list of repairs needed. We are requesting a quote for the repairs and a timeline for when the repairs could be completed. We have broken down the repairs needed by intersection and would request you price each item individually.*

INTERSECTION: Hwy 11-E/Persimmon Ridge Road/Ben Gamble Road

	<i>Timeline for Completion</i>
Repair phase 5 left loop detection	Completed
Repair phase 2 advanced loop detection	Completed
Provide and install eight (8) visors or caps over the individual lights on the westbound signals.	Completed

INTERSECTION: Hwy 11-E/Second Avenue

	<i>Timeline for Completion</i>
Replace backplates on eastbound and westbound signal heads. This consists of 2) 3-light single row heads and 2) 5-light combination signal heads. Backplates to be black in color.	The 3 light-signal row heads have been completed. The 2) 5-light combination signal heads have not been completed
Replace one yellow signal bulb on westbound left turn arrow.	Completed
Raise westbound signal heads a minimum of one foot to obtain desired vertical clearance. Lights mounted on steel mast arm.	Completed

INTERSECTION: Hwy 11-E/Forest Drive

	<i>Timeline for Completion</i>
Replace westbound yellow left turn arrow bulb.	Completed
Replace visor on eastbound green signal.	Completed
Add backplates to north and south signal heads. This consists of 5) 3-light single-row signal heads. Backplates are to be black in color.	Only 1 backplate has been completed. This intersection is getting a new signal and doesn't need any further work.

INTERSECTION: Hwy 11-E/Baileigh Lynn Loop/Lowes

	<i>Timeline for Completion</i>
Replace all backplates on signal heads. This consists of 6) 3-light single-row signal heads and 4) 5-light combination signal heads. Backplates to be black in color.	Work not started
Re-route loops on southwest corner underground.	Completed. Our staff completed this with the assistance of Johnson City.
Repair phase 4 detection.	Completed by Johnson City.

INTERSETION: Hwy 11-E/Headtown Road

	<i>Timeline for Completion</i>
Replace all backplates. This consists of 10) 3-light single-row signal heads. Backplates to be black in color.	Work not completed
Repair phase 3 detection.	Work not completed
Add left turn sign on protected east bound left turn. (The Town can provide the sign if the vendor at vendor request.)	Work not completed
Southbound signal head re-attached to tether wire.	Work not completed
Cabinet needs to be re-sealed.	Work not completed

SIGNAL HEAD UPGRADES:

Hwy 11-E/Baileigh Lynn Loop/Lowes

	<i>Timeline for Completion</i>
Replace signal controllers to Yunex model.	Completed

Hwy 11-E/Headtown Road

	<i>Timeline for Completion</i>
Replace signal controllers to Yunex model.	Completed

5. Approve Committee Reports: McKinney Center Advisory Minutes; Main Street Committee Minutes.
6. Approve Supervisor Reports: McKinney Center, Human Resources, Visitors Center, Fire Department, Jackson Theatre, Senior Center, Utilities, Parks & Recreation, Solid Waste, Public Safety, and Building Inspector.
7. Approval of BrightRidge Board Appointment – The Town’s representative on the BrightRidge Board of Directors, Mr. Andy Dietrich, resigned from the Board and Mr. Tom Foster has been recommended to fill the vacancy through the remainder of Mr. Dietrich’s term of September 2028.
8. Approval of Hiring the Street Director – Recently the Town has been without a Director and Assistant Director in the Street Department. During this transition period, Mr. James Walden has been serving in an interim capacity. The Street Department Director position was advertised for two weeks on the Town website and our internal recruitment board. We received a total of ten applications. Of those applicants, two were current Town employees who did not meet the minimum qualifications; one was a qualified Town employee, and two external applicants also met the qualifications for the position. The interview panel consisted of Town Administrator Glenn Rosenoff, Operations Manager Craig Ford and Human Resources Director Michelle Stewart. After completing interviews, the panel’s recommendation is the appointment of William “Billy” Miller as the Street Department Director. Mr. Miller possesses the qualifications and experience necessary to lead the department. He holds a Class A CDL and previously served as Public Works Director in Sheridan County, Wyoming. He has been employed with the Town since March 2025 and has maintained a strong employment record, including excellent attendance and performance. The recommendation is to hire Mr. Miller at Grade 19, Step 1 or an annual salary of \$75,238.00, as well as a step increase to Step 2 upon successful completion of TDOT certifications to remain eligible for TDOT Local Programs.
9. Approval of Job Description-Marketing Coordinator, Part-Time, Jackson Theatre – During the FY27 budget, the BMA approved a part-time Marketing Coordinator position for the Jackson Theatre. This position is “capped” at 22 hours per week, and is Grade 8, Step 1 at \$23.84 per hour. Currently, the Marketing Coordinator position has been contracted, and this would create the position as a part-time employee of the Town coordinating the marketing and social media functions for the theatre. Due to this being a new position it is necessary to have approval of the job description.



MARKETING COORDINATOR

JOB STATUS: PART TIME, NON-EXEMPT

DATE MODIFIED:

GRADE 8

DEFINITION

The Marketing Coordinator performs professional duties aimed at promoting the Jackson Theatre as a premier entertainment venue. This role involves developing and executing marketing initiatives, graphics, posters, social media, and press releases through innovative marketing strategies. The Marketing Coordinator brings a high level of creativity and expertise in designing marketing campaigns and collateral which engages, informs, and inspires visitors. This position reports directly to the Jackson Theatre Operations Manager and is a part-time position up to 22 hours per week.

SUPERVISION RECEIVED AND EXERCISED

Direct supervision is received from the Jackson Theatre Operations Manager.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

Essential and other important responsibilities and duties may include, but are not limited to, the following:

Essential Function:

1. Works as a member of the Jackson Theatre team and will meet with staff on a regular basis as established by the Operations Manager to ensure on-going communication and coordination on upcoming events.
2. Provides graphic design skills in the development of digital ads, print ads, posters, and publications.
3. Undertakes photography and video work tasks as needed and for live performances, including photographing events, activities/programs; photo and video editing and manages archiving all photos and videos.
4. Manages social media platforms for the Jackson Theatre including, but not limited to, Facebook and Instagram.
5. Collects content used for social media posting daily including pictures, video, graphics, reels, stories, testimonials, etc.
6. Development of comprehensive marketing plans for the Jackson Theatre.
7. Ability to work nights, weekends and holidays when needed to accommodate the needs of the theatre.
8. Schedules and occasionally participates in live media interviews associated with the marketing of events held by the Jackson Theatre.
9. Writes, edits, and distributes press releases promoting Jackson Theatre programs, activities, and rental events.
10. Assists with all printing of promotional materials as well as assistance in distributing to local outlets, such as hanging event posters in local cities to promote events.

Marginal Functions:

- Performs related duties and responsibility as required.
- Assist during special events that happen throughout the year at the Jackson Theatre.
- Assist with web updates.

KNOWLEDGE SKILLS AND ABILITIES

Knowledge of:

- An active background in graphic skills, marketing principles, practices, and procedures.
- Adobe Photoshop, InDesign, Premiere Pro, Illustrator, and other media editing software. In addition to Microsoft Office product knowledge.
- Web design and content management systems.

Skill in:

- Interpersonal communication.
- Photography and videography are required.
- Analytical and project management at an excellent level.

Ability to:

- Understand oral and written instructions.
- Maintain an effective working relationship with supervisors, other employees, and public.
- Use sound judgment in fulfilling the responsibilities of this position.
- Work weekends or holidays to meet the needs of The Jackson Theatre schedule.

REQUIRED QUALIFICATIONS:

- Preferred graduation from an accredited college or university with a degree in communication, public or community relations, marketing.
- Combination of five (5) years of minimum experience and training which provides the required knowledge, skills, and abilities.
- Valid Tennessee driver's license.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

Work is performed primarily indoors but may occasionally be exposed to the weather to assist patrons and theatre staff. Moderate physical demands: strength sufficient to lift and move items weighing up to fifty (50) pounds on occasion; lifting to ten (10) pounds is frequently needed.

Environment:

Task is regularly performed indoors with limited exterior work. 95% of the work hours will be in the office setting at The Jackson Theatre with 5% or less being remote work to respond/coordinate to social media content at night and weekends.

Mental:

While performing the duties of this class, the employee is regularly required to use a mid-level degree of mental stamina to complete tasks in an efficient timely manner.

Vision:

See in the normal visual range with or without correction.

Hearing:

Hear in the normal audio range with or without correction.

10. Approval of Code Enforcement Position and Job Description – As the Town of Jonesborough continues to experience growth and development, the demand for consistent and proactive code enforcement has increased significantly. Currently, many code enforcement responsibilities are assigned to the Police Department's Administrative Major, requiring the balancing of code enforcement duties with numerous other public safety and administrative responsibilities. To better serve our community and ensure timely and effective enforcement of municipal codes, staff recommends the creation of a part-time Code Enforcement Officer position, not to exceed 20 hours per week. This position would be filled by a sworn law enforcement officer dedicated specifically to code enforcement activities.

The addition of a dedicated Code Enforcement Officer will provide several benefits to the Town. First, it will relieve the Administrative Major of the day-to-day responsibilities associated with code enforcement, allowing greater focus on law enforcement administration, public safety initiatives, and departmental operations. Second, it will enable more consistent enforcement of property maintenance standards, nuisance ordinances, zoning regulations, and other municipal codes that directly impact the quality of life for residents. This position will also serve as the liaison to two very active boards; Board of Dwelling Standards and Historic Zoning Commission related to Demolition by Neglect issues.

As Jonesborough grows, maintaining community appearance, protecting property values, and addressing citizen concerns in a timely manner become increasingly important. A dedicated Code Enforcement Officer will allow the Town to respond more efficiently to complaints, conduct follow-up inspections, educate property owners on compliance requirements, and work collaboratively with residents and businesses to address violations before they become larger issues.

The position represents a cost-effective solution by utilizing a part-time sworn officer, who can cite people into court, while providing a focused resource dedicated to protecting the health, safety and welfare of the community. The investment will strengthen the Town's ability to uphold its ordinances, support responsible growth, and preserve the character of Jonesborough.

Source of Funding: The proposed position was not budgeted for FY27. However, the town recently received a settlement on the Darrell Beals properties – a chronic property maintenance issue. Using a portion of the additional, unexpected, revenue provides a strong business case for funding the proposed part-time position at least for the first year and then working through the year to find funding resources for the FY28 budget year. Since we are already 2 months into the fiscal year with 44 weeks remaining in the current fiscal year, we estimate only \$25,000 of the \$97,000 received to be leveraged for the first-year part-time position. The request is to approve the newly created position for Code Enforcement Officer at Grade 7, and the position job description.



CODE ENFORCEMENT OFFICER

JOB STATUS: PART TIME, NON-EXEMPT

DATE MODIFIED:

GRADE 7

Class specifications are intended to present a descriptive list of the range of duties performed by employees in this class. Specifications are not intended to reflect all duties performed within the job.

DEFINITION

The Code Enforcement Officer performs professional work involving initiative-taking and reactive enforcement of Town code and ordinances throughout the Town of Jonesborough. The Officer is responsible for comprehensive coordination and administration of the code enforcement process, ensuring the safety, health, and general welfare of the community. The Code Enforcement Officer is sworn in under the Town of Jonesborough Reserve Officer Program and performs only code enforcement duties.

SUPERVISION RECEIVED AND EXERCISED

Direct supervision is received from the Operations Manager. This position will work closely with the Town Administrator, Building Inspector, Police Department, and Town leadership.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

Essential and other important responsibilities and duties may include, but are not limited to, the following:

Essential Function:

- Initiate and perform initiative-taking field investigations for non-compliance with Town ordinances and state law.
- Respond to, research, and investigate Municipal Code related complaints.
- Provide customer service verbally and in writing to violators; explain actions required to comply with ordinances and provide remedial action alternatives.
- Prepare and issue notices of violations and citations.
- Document, record and maintain case files and activities.
- Case preparation and issue of notice of hearing for violations to be heard by the Municipal Court Judge, including gathering evidence and testimony.
- Attend hearings related to code enforcement, present testimony and evidence pertaining to violations.
- Deals effectively, courteously, and productively with angry and upset customers.
- Function as a liaison with Town of Jonesborough Board of Dwelling Standards and Historic Zoning Commission on Demolition by Neglect cases.

Marginal Functions:

1. Performs related duties and responsibility as needed.

2. Engage in public relations and community education to promote a positive image for code enforcement; build cooperative and collaborative relationships with the community.

KNOWLEDGE AND ABILITIES

Knowledge of:

- Basic principles and practices used in the enforcement of a variety of laws, ordinances, and codes.
- Principles and methods of investigation.
- Basic terminology used in zoning, housing, fire codes, landlord/tenant law, and inspection warrants.
- Regulations and requirements for record keeping, report writing and court evidence documentation.
- Windows based applications include word processing.
- Proper English usage, spelling, grammar, and punctuation.

Ability to:

- Research, interpret, explain, and apply applicable codes, ordinances, and regulations related to zoning, nuisance abatement and health and safety issues.
- Inspect, identify violations, and enforce applicable codes, ordinances, laws and regulations with impartiality and efficiency.
- Communicate effectively, both orally and in writing.
- Manage complaints in a courteous and effective manner.
- Ability to establish and maintain effective work relationships with management, city officials, supervisors, employees in various departments and the public with the goal of fostering positive relationships.
- Work independently.
- Work cooperatively with other departments, outside agencies and the public.
- Exercise sound independent judgement and discretion within established guidelines.
- Organize and set priorities; tactfully and effectively enforce applicable laws and regulations, including resolving conflicts and problems.

REQUIRED QUALIFICATIONS:

- A valid Tennessee Driver's License
- A high school diploma or GED
- Preference given to individuals with code enforcement experience.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

The physical demands and working environment demand described here are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential job functions.

Environment:

Work is performed both indoors and outdoors in a variety of weather conditions, including heat, cold, rain, and humidity. The position requires frequent travel throughout the community, exposure to construction sites, vacant structures, uneven terrain, dust, noise, and other typical field conditions. The employee may encounter confrontational situations and must be able to work safely and effectively in changing environments.

Physical:

While performing the duties of this job, the employee is frequently required to sit and talk or hear. The employee is occasionally required to stand, walk, use hands to handle or operate objects, reach with hands and arms, climb or balance, stoop, kneel, crouch or crawl and taste or smell. Must be able to lift, carry, and push items weighing up to 25 lbs.

Mental:

A strong sound mind and high level of mental capacity is required to interpret and apply codes and regulations, exercise sound judgment, maintain attention to detail, analyze information, resolve problems, manage multiple priorities, communicate effectively with the public, handle stressful or confrontational situations professionally, and maintain accurate records and reports.

Vision:

Close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus with or without correction is required.

Hearing:

Must have sufficient hearing ability, with or without reasonable accommodation, to communicate effectively in person and by telephone, receive and understand verbal instructions and information, and respond appropriately to questions, complaints, and emergency situations.

11. Approval of GovDeals Liquidation Request 8/10/26 – Fleet Management Director Steve Beckett prepared a list of items that he is recommending be declared as surplus and sold at auction. He has spoken with the appropriate Directors regarding the equipment.

GovDeals liquidation Requests 8-10-26

Three old buckets.



2005 Chevy van lost transmission.



Engine frozen water damage.



2007 F350 bad engine & transmission.



2004 chevy totaled



2006 garbage truck discontinued



Old Projector



Fax Machine



Lateral File Cabinet



12. Approval of Overdose Awareness Proclamation – Insight Alliance, Washington County's Prevention Coalition, Prevention Director and Coalition Coordinator Ashlyn Wood requested we approve a proclamation in honor of the International Overdose Awareness Day on August 29, 2026.

**A PROCLAMATION RECOGNIZING
OVERDOSE AWARENESS DAY**

WHEREAS, overdose deaths are mostly driven by the misuse of opioids, often in combination with other drugs such as alcohol, stimulants, and benzodiazepines; and

WHEREAS, Tennessee ranks #3 in the nation for opioid use, with East Tennessee having the highest opioid consumption in the state; and

WHEREAS, in 2024, Washington County had 37 overdose deaths; and

WHEREAS, between 2023 and 2024, fatal drug overdoses decreased in Tennessee by 31% (2,499 fatal overdoses). This decline should be celebrated but should also be a reminder of the work that needs to continue to be done; and

WHEREAS, the Town of Jonesborough is dedicated to reducing the impact of overdoses within the community by partnering with other organizations and individuals; and

WHEREAS, we renew our commitment to end overdose and related harms annually on August 31st for International Overdose Awareness Day; and

NOW THEREFORE I, Kelly Wolfe, Mayor of the Town of Jonesborough, Tennessee, do hereby proclaim August 31, 2026 as

Overdose Awareness Day

And encourage all citizens to join me in this worthy observance.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 10th day of August 2026.

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

13. Approve Town Event – Christmas in Olde Jonesborough – Events Manager Isabel Hawley-Lopez provided the board with a comprehensive memorandum regarding Christmas in Olde Jonesborough, including events and street closure. The town will feature a different theme every Saturday from November 27, 2026, through December 19, 2026. Each Saturday will include events from 11 am to 3 pm, with music, family activities, and extended holiday shopping hours at downtown shops. Santa will be in his sleigh beside the Courthouse each Saturday for photos and visits with children. The Christmas Market will also be set up each week on the plaza of the International Storytelling Center, featuring handmade crafts, jewelry, and holiday items. Free gift wrapping will be available inside the Storytelling Center for any purchases made in Downtown Jonesborough during the Saturday events. Throughout the holiday series, the Town will set up a red mailbox beside the Courthouse for children to mail their letters to Santa at the North Pole. Letters must be dropped off by December 17 to receive a response before Christmas.

The series will kick off on Friday, November 27, with the Shop Small Friday Sip & Stroll, from 4pm to 6pm. This event, introduced two years ago, sold out and received very positive feedback from merchants and attendees. The evening will conclude with the annual Lighting of the Tree. Programming will begin at 6 pm with performances by local school groups, candle lighting by families, and a coordinated lighting of the large spruce tree beside the Washington County Courthouse, as well as the trees along Main Street and Boone Street. We coordinated this lighting with BrightRidge last year and hope to do so again this year.

Whoville and Shop Small Saturday takes place on November 28 from 11am to 3pm. The event will feature holiday music, s'more roasting, face painting, and Santa in his sleigh for pictures. Attendees are encouraged to dress as their favorite Whoville characters and receive a "Grinch treat." A Cheermeister Competition will invite families to participate in themed activities for a chance to win Jonesborough sweatshirts.

On Saturday, December 5, Doggone Christmas will take place from 11am to 3pm. Attendees can bring their dogs for photos with Santa, enjoy pet treats, and browse pet friendly items at the Christmas Market. This year, we plan to expand this event into a Sip & Stroll, where attendees can enjoy treats inside participating merchant shops for both them and their pets. At 1pm, contests will be held on the Courthouse steps, including Ugliest Christmas Dog Sweater, Best Holiday Costume, and Pet and Owner Look-Alike. Donations will be accepted for the Washington County Humane Society and the Animal Shelter Foundation.

Santa's Christmas Village will be held on Saturday, December 12, from 11am to 3pm. Event activities will include photos with Santa, cookie decorating, children's storytelling, and Santa Mart at various downtown locations, including the Visitors Center and the International Storytelling Center. That evening the annual Lighted Christmas Parade will begin at 6pm, traveling along Boone Street and Main Street.

The series will conclude on Saturday, December 19, with the Christmas Church Stroll from 11am-3pm. Participants can tour beautifully decorated churches in the historic district, enjoy live music and handbells, sip hot cocoa or cider, and more. Walking guides for the Church Stroll will be available at the International Storytelling Center.

Street Closures requested:

- Friday, November 27 – 3pm-8pm for Shop Small Friday Sip & Stroll and the Lighting of the Tree.
- Saturday, November 28 – 10am-4pm for Whoville and Shop Small Saturday.
- Saturday, December 5 – 10am-4pm for Doggone Christmas.
- Saturday, December 12 – 10am-830pm for Santa's Christmas Village and the Lighted Christmas Parade.

Main Street will need to be closed from the intersection of Main Street and Fox Street to Main Street and Second Avenue during those times.

Parade Route Closure: For the December 12 Christmas Parade, the route will begin at the intersection of Boone Street and Hwy 11 E, continuing along Boone Street to East Main Street, then up North Washington Avenue to Hwy 11 E. Additionally, street closure of one eastbound lane of Hwy 11 E between Boone Street and Forest Avenue to allow parade participants to travel from the Jonesborough Middle School staging area to downtown is requested.

Aside from street closure, assistance from the following departments was requested: Solid Waste and Street Department – Please empty trash cans throughout downtown on Fridays before the events and again on Saturday nights after the event for the following dates: November 27 and 28, and December 5, 12, and 19. Following the parade on December 12 assistance with trash pickup and street cleaning will be needed.

Parks & Recreation – Requesting assistance with the four light pole snow machines. Requesting that before and after each event the four light pole snow machines and snow solution buckets are placed along Main Street. These are currently stored as decoration inside the Jonesborough Visitor Center and would need to be placed outside along Main Street with the gallon buckets of snow solution before each event on the following dates: November 27 & 28, and December 5, 12, and 19. The snow machines and snow solution buckets need to be stored back inside after each event, otherwise, they will malfunction if left in below freezing temperatures. Assistance will be needed in placing the red mailbox for Santa's Letters beside the courthouse (on November 27).

14. Approval of Town Event – Halloween Haunts & Happenings – Scheduled for Friday, October 30, 2026, from 5:30pm-8pm. The event includes activities such as trick-or-treating, popcorn, games, face painting, a haunted house at the Christopher Taylor Cabin, DJ stage, inflatables and a costume contest for all ages. There will be 2-3 food trucks located on the west side of the Courthouse Square.

Additional requests include:

- Street closure for Friday, October 30th from 5:30-8pm from the intersections of Main St. and Fox St. to Main St. and Second Avenue starting as soon as possible at 5pm.
- Extra trash receptacles will need to be placed throughout downtown from Fox to First Avenue. Two will be needed on the front porch of the Eureka, 2 in front of Main Street Café, 4 in front of the Courthouse near the flagpole, 4 in front of the Storytelling Center, and several throughout town from Fox to First Avenue.

- Following the event, assistance is needed with trash pickup and street cleaning starting around 8:30pm and the streets can be opened as soon as that is finished.
- We will be utilizing the JES/JMS lawn for parking again and will keep 2-3 buses running continually during the event. The DCHS Band Booster takes up the money (\$5 per car) and helps park as a fundraiser for their club.

15. Approval of Cabin Lease Agreement – For years, the Town has entered into contract with a Town employee to reside in the small log cabin at Persimmon Ridge Park. Most of the time a Police Officer has resided in the cabin. This provides additional security in the most used park in town. Parks and Recreation Director Chris Kudera stated you can tell a difference when a cruiser is parked at the cabin and that vandalism in the park is rare. Cody Arnold was the latest Town employee to reside in the cabin and has recently moved out, leaving the cabin vacant. Police Chief Matt Rice posted the vacancy and K-9 Officer Adam Depew was the only one to express interest in residing in the cabin. Operations Manager Craig Ford recommends entering into a lease agreement with Officer Depew. The lease agreement has been updated to reflect the duties and responsibilities of the Lessee, and the work to be performed in lieu of rent.

THIS LEASE AGREEMENT made and entered into on this the 12th day of August, 2024 by and between the Town of Jonesborough BOARD OF MAYOR AND ALDERMAN, hereinafter known and referred to as "Lessor;" and Adam Depew, hereinafter known and referred to as "Lessee."

WITNESSETH:

For and in consideration of the mutual covenants and agreements hereinafter contained, the Lessor has let, leased and demised unto the Lessee the following described real property, situated, laying and being in the 15th Civil District of Washington County, Tennessee, and more particularly described as follows, to wit:

Being the log cabin located in Persimmon Ridge Park owned by the Town of Jonesborough, Tennessee. The physical address of the log cabin is 1527 Persimmon Ridge Rd, Jonesborough, TN 37659.

In consideration whereof, the parties hereto have agreed and bind themselves, their heirs, successors, and assigns, 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:

1. The Lessee agrees to reside in the log cabin during the term of this lease and accept the condition of the cabin "as is."
2. The Lessee must be an employee of the Town of Jonesborough in good standing.
3. The Lessee and their immediate family are the only acceptable residents of the log cabin. Any additional individuals who will reside in the cabin must have expressed written consent of the Lessor, said consent to be given by the Town Administrator.
4. The Lessee agrees to pay for all utilities for the cabin for the terms of this lease. Utilities include electrical service, water, cable and/or internet, and garbage pickup. The Lessee does not have to have cable, internet or

garbage pick up unless they choose to have that service at their expense. All utilities shall be in the name of the Lessee.

5. A value of \$1,000.00 (one thousand dollars) per month for a total of \$12,000.00 (twelve thousand dollars) per year has been placed on the leased property. However, the Lessee shall pay no rent to the Lessor in the form of cash. Rather, the Lessee has the following duties that they must perform during the terms of this lease in lieu of cash with the value of work performed equal to the rent of said cabin:
 - a. Lessee must perform a visual check of all buildings and parking lots at Persimmon Ridge Park each night after dusk, unless work duties do not allow the performance of this task.
 - b. Lessee shall mow and maintain the area in immediate proximity to the log cabin, as well as all areas not maintained by the Parks and Recreation Department and any area designated by the Parks and Recreation Director. Lessee may utilize the Parks and Recreation mower; however, Lessee is responsible for purchasing the fuel. Should the Lessee provide the mower, Parks and Recreation will provide a secure storage area for the purpose of storing the mower. The Lessee may also contract the mowing if they wish. The Parks and Recreation Director can provide the Lessee with the contractor awarded the Persimmon Ridge Park seasonal mowing.
6. The Lessee agrees to maintain the log cabin in good condition, both interior and exterior, and shall deliver up said log cabin and all premises to the Lessor in good condition and order, ordinary wear and tear excepted.
7. Lessee must provide their own appliances. The Lessor will not provide any appliances for the log cabin.
8. Lessee may make no alterations to the property without the express consent of the Lessor, said consent to be given by the Board of Mayor and Aldermen.
9. Lessee agrees to not consume alcoholic beverages on the property outside of the confines of the log cabin itself.
10. Lessee is responsible for general maintenance of the cabin, but the Lessor will be responsible for the roof, exterior structure, and heating/cooling unit.
11. Lessee agrees to notify the Jonesborough Police Department and the Parks and Recreation Director in the event of Lessee's absence in order that proper patrol may be provided during an absence. An absence is defined as the Lessee being off premise for a period of greater than three (3) days.
12. It is agreed by both parties that this agreement shall be an annual lease with either party terminating said lease by giving at least (30) advanced, written notice to the other party of notice of cancellation of this lease. Said notice shall be computed beginning two (2) days after the day of mailing said notice. The Lessor reserves the right to terminate this lease if the terms of the lease are violated and a minimum of thirty (30) days' notice is given and a period is provided to correct said violations. The lessor will be held liable for an expense related to eviction to include attorney fees, court costs, and damages.

IN WITNESS WHEREOF, the parties have hereunto set their hand on this the day and date first written above, in duplicate, either of which copy may be treated as an original for all purposes.

Town of Jonesborough Board of Mayor and Aldermen



Kelly Wolfe, Mayor

ATTEST:


Janet Jennings, Town Recorder

APPROVED AS TO FORM:


James Wheeler, Town Attorney

Lessee: 

The first item under Old Business was discussion and possible action concerning an Ordinance amending the Jonesborough Municipal Code, Title 4, Chapter 1, Building Code to Implement a \$40.00 Re-Inspection Fee on second and final reading. The Building Department is requesting approval to amend the Jonesborough Municipal Code, Title 4, Chapter 1, Building Code to implement a \$40.00 re-inspection fee when scheduled inspections cannot be completed due to incomplete or non-ready work. Currently, inspectors frequently arrive at job sites where work is not ready for inspection resulting in lost staff time, delays for other projects that are ready, and inefficient use of Town resources. Staff recommend establishing a standard \$40.00 re-inspection fee to be applied when work does not meet inspection requirements, required elements are incomplete or inaccessible and/or the inspection cannot be performed as scheduled. The benefits of having the re-inspection fee, which many municipalities and counties have in place, promote efficiency and accountability, and encourages contractors to schedule inspections only when work is ready, improves efficiency and scheduling for inspection services, helps offset the cost of repeated site visits and provides fair and consistent enforcement. The fee would be added to the Town's fee schedule; applies after the first failed or incomplete inspection; and collected prior to scheduling a subsequent inspection.

Alderman Dickson made a motion, seconded by Alderman Jenkins to approve the Ordinance amending the Jonesborough Municipal Code, Title 4, Chapter 1, Building Code to implement a \$40.00 re-inspection fee on second and final reading as presented. The motion duly passed.

ORDINANCE NO. 2026-09

AN ORDINANCE AMENDING JONESBOROUGH MUNICIPAL CODE
TITLE 4 CHAPTER 1 BUILDING CODE

BE IT ORDAINED BY THE TOWN OF JONESBOROUGH, TENNESSEE, AS
FOLLOWS:

SECTION 1. That Jonesborough Municipal Code Title 4 Chapter 1 Sections 4-105 and 4-106 shall be revised to read as follows:

4-105. Permit fees. The schedule of permit fees shall be the fees established in the "Schedule of Permit Fees, Building Permit Fees," herein adopted, as follows:

SCHEDULE OF PERMIT FEES

BUILDING PERMIT FEES

TOTAL VALUATION

Calculate the Sum Total
Valuation of the project:

FEE

Multiply the Sum Total
Valuation of the project by 0.85%

Example 1: The project includes new home construction. The project's sum total valuation is \$300,000.00 based on the totals of all work including building, plumbing, and mechanical. The sum valuation of the \$300,000.00 is multiplied by 0.85% which equals \$2,550.00 in permit fees.

Example 2: The project includes building renovation and mechanical work. The project's sum total valuation is \$100,000.00 based on totals of all work including building and mechanical. The sum valuation of the \$100,000.00 is multiplied by 0.85% which equals \$850.00 in permit fees.

BUILDING VALUATION

The International Code Council (ICC) provides Building Valuation Data (BVD), which represents average valuations for most buildings. In conjunction with the International Building Code (IBC) Section 109.3, this data is offered as an aid for the building official to determine if the permit valuation is underestimated. The BVD is updated at six-month intervals. Should issues arise concerning underestimated permit-related valuations, the Town of Jonesborough reserves the right to charge based on the most current ICC Building Valuation Data.

RE-INSPECTION FEE

At the sole discretion of the Building Inspector, a re-inspection fee of \$40.00 will be assessed to contractors and builders who schedule building, plumbing, or mechanical inspections when the work is fundamentally incomplete, or when a previously cited code violation has not been corrected upon a scheduled re-inspection. If a project fails the initial inspection, the first follow-up inspection to verify the corrections will remain covered under the standard permit, provided the work has been completed.

MECHANICAL PERMIT FEE

Mechanical permit fees are calculated based on the sum valuation of the mechanical components of the project multiplied by 0.85%.

Example: The project includes new mechanical work only. The project's sum total valuation is \$10,000.00. The sum valuation of the \$10,000.00 is multiplied by 0.85% which equals \$85.00 in permit fees.

MOVING FEE

For the moving of any building or structure, the fee shall be \$100.00.

DEMOLITION FEE

For the demolition of any building or structure, the fee shall be \$100.00.

MOBILE HOMES FEE

For the setting up of any manufactured home, this includes single or double-wide mobile homes the fee shall be \$100.00.

OUTDOOR ADVERTISING SIGN FEE

Outdoor advertising sign fees are calculated based on the sum valuation of the signage project multiplied by 3.5%.

OFF-PREMISES OUTDOOR ADVERTISING SIGN FEE (Ordinance 2024-14)

Off-Premises Outdoor Advertising sign fees, including billboards, are calculated based on the sum valuation of the signage project multiplied by 0.85%.

PENALTIES

Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein. (as added by Ord. #2009-13, Nov. 2009, as replaced by Ord. #2016-09, Aug. 2016 *Ch12_04-09-18*)

4-106. Plumbing code. (1) The 2018 International Plumbing Code (IPC) is hereby adopted with any modifications.

(2) Modifications. Wherever the plumbing code refers to the "chief appointing authority," the "administrative authority" or the "governing authority," it shall be deemed to be a reference to the board of mayor and aldermen. Wherever "city engineer," engineering department, plumbing official or "inspector" is named or referred to, it shall mean the building inspector or person(s) appointed or designated by the board of mayor and aldermen to administer and enforce the provisions of the plumbing code.

(3) Available at town hall. Pursuant to requirements of the Tennessee Code Annotated, one (1) copy of the International Plumbing Code - 2018 edition and the other associated codes hereby adopted in this ordinance will be placed in the administration office at town hall and shall be kept there for the use and inspection of the public.

(4) Violations and penalty. It shall be unlawful for any person to violate or fail to comply with any provision of the plumbing code or associated codes herein adopted by reference and modified. The violation of any section of this chapter shall be punishable by a penalty of up to fifty dollars (\$50.00) for each offense. Each day a violation is allowed to continue shall constitute a separate offense.

(5) Permit fees. The schedule of permit fees shall be the fees established in the "Plumbing Permit Fees," herein adopted, as follows:

PLUMBING PERMIT FEES

Plumbing permit fees are calculated based on the sum total valuation of the plumbing components of the project multiplied by 0.85%.

PENALTIES

Where work for which a permit is required by this code is started or proceeded prior to obtaining said permit, the fees herein specified shall be doubled, but the payment of such double fee shall not relieve any persons from fully complying with the requirements of this code in the execution of the work nor from any other penalties prescribed herein. [as added by Ord. #2016-09, Aug. 2016 Ch12_04-09-18]

SECTION 2. That Jonesborough Municipal Code Title 4 Chapter 1 adds Section 4-107 Plan Review Fees and shall read as follows:

4-107. Plan Review Fees. The plan review fees shall be established in the Municipal Code herein adopted, as follows:

Plan Review Fees	
FEE DESCRIPTION	FEE AMOUNT
Plat Review Fees	
Minor Subdivision Plat (maximum of 2 lots)	\$75.00 Plat + \$50/per lot
Major Subdivision Plat (3 Lots and Greater)	\$200.00 Plat + \$50/per lot
Site Plan Review Fees (Includes Storm Water)	
Per Acre	\$250.00*
*Round down for fractions	
Grading Permit Fees	
Less than 1 Acre	\$100.00
Greater than or equal to 1 Acre & less than 5 Acres	\$300.00
Greater than or equal to 5 Acres & less than 15 Acres	\$500.00
Greater than or equal to 15 Acres & less than 25 Acres	\$700.00
Greater than or equal to 25 Acres & less than 35 Acres	\$900.00
Greater than 35 Acres	\$1,200.00
Annexation Review Fee	\$500.00
Board of Zoning Appeals Fee	\$300.00
Design Review Commission (Appeals to BMA)	\$300.00
Text Amendments Fee	\$300.00
Temporary Use Permit	\$100.00
Customary Home Occupation Application	\$100.00
Zoning Confirmation Letter	\$50.00
Re-Inspection Fee	\$40.00

SECTION 3. In case of conflict between this ordinance or any part hereof, and the whole or part of any existing ordinance of the Town, the provision that establishes the higher standard shall prevail.

SECTION 4. If any section, subsection, clause, provision or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, subsection, clause, provision or portion of this ordinance

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

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

Those voting against: _____

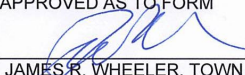
PASSED ON FIRST READING July 13, 2026


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

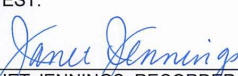
Motion was made by Alderman Dickson and seconded by Alderman Jenkins that the preceding ordinance be adopted on second and final reading. Those voting for the adoption thereof were: Alderman Dickson, Alderman Jenkins, Alderman Causey, Alderman Counterline

Those voting against: _____

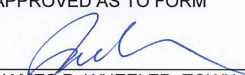
PASSED ON SECOND READING August 10, 2026


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

The next item under Old Business was discussion and possible action concerning an Ordinance amending the FY2025-26 Budget for the General Fund, Solid Waste Fund, Jackson Theatre Fund, Debt Service Fund and the Capital Projects Fund on second and final reading. The annual budget clean-up amendment, reflecting changes that transpired throughout the fiscal year are:

General Fund – Several expenditure adjustments are reflected in the amended budget, with additional funding sources identified for all adjustments.

The Fire Department budget reflects the addition of personnel (salaries, benefits, training and equipment) funded by an increase in the County's appropriation for fire services. The departmental budgets for Streets and Parks and Recreation were adjusted to reflect spending from the Governor's appropriation to the Town. Parks and Recreation also incurred significant costs associated with Tiger Park Fields (grounds maintenance/agriculture and horticulture supplies), costs for downtown tree removal and the transfer of a portion of the County maintenance contribution to County schools. The annual maintenance transfer has been included in the FY2026-27 budget. Additional funding was available in the General Fund to cover these increases (i.e., Parks and Rec revenue, property taxes).

An increase in staffing, marketing and concessions expense at Wetlands, is reflected in the amended budget, with costs more than offset by increased water park revenues. Debt service

savings due to a delay in issuing debt for the year were utilized to fund an increase in the appropriation to Jackson Theatre. Finally, surplus equipment auction proceeds were utilized to fund the grant matches for a couple of capital projects. The project spending was tracked within the Capital Projects Fund, with funding provided by transfers made from the General Fund.

Solid Waste Fund – Adjustments to the previous budget are primarily funded by an increase in sanitation charges and the use of reserve funds in the savings account. Solid Waste was negatively impacted by an increase in waste disposal fees at the landfill, as well as increased costs for fuel. These increases were offset by an increase in the collection of revenues for garbage collection. The purchase of a trailer was funded by the sale of surplus equipment. In addition, the skidsteer that was originally presented as being funded from the equipment reserve (savings account) in the 2026-27 budget year, was moved back into the current fiscal year. These funds were transferred to the Capital Projects Fund for tracking purposes.

Jackson Theatre Fund – The combination of softness on the revenue side and unforeseen expenditures resulted in an additional appropriation from the General Fund. The theatre experienced an increase in spending for equipment repairs and staffing. Unforeseen issues with the HVAC system resulted in significant repair costs. Finance will work with management to monitor staffing and assist in making adjustments with regard to the utilization of hosts. There was minimal impact to the General Fund, as debt service savings, due to the late issuance of debt, was utilized to address the need for additional funding.

Jackson Theatre was set up as a separate special revenue fund, in keeping with best practices for similar operations across the state. Particularly, for purposes of reporting and grant writing, it is problematic to fold these into the General Fund, due to the diversity and complexity of the numerous revenue and expenditure components. Unlike other departments, grants for the theatre so far have required demonstration of financial need, which is difficult to prove when folded in with other operations. In discussions with the Town Recorder Janet Jennings with her contacts at the Comptroller's office, it is common for these types of venues to require an appropriation from the General Fund.

While the theatre is primarily a performance venue and not simply a facility open for use by the general public, such as the Senior Center or McKinney Center, comparisons can be drawn with regard to funding by the General Fund. In the most recent audit, the McKinney Center and Senior Center required funding from the General Fund of \$326,000 and \$663,000, respectively. Parks and Recreation required funding of \$901,000.

Debt Service Fund – The refinancing of debt is reflected as offsetting expenditures and debt proceeds. The replacement of the final interim financing on Jackson Theatre with permanent USDA debt is reflected in offsetting expenditures and financing sources. In addition, the reduction in the debt service coming from the General Fund, due to the late issuance of debt in that fund, is reflected both expenditures and the Transfers In. A corresponding adjustment is reflected in the General Fund and referenced in its summary.

Capital Projects Fund – Several adjustments are reflected in the amended budget, with additional funding sources identified for all adjustments.

Grant revenues are being utilized to fund the majority of expenditures for the purchase of the Duel Lane property, the Tiger Way Signalization project and improvements at the International Storytelling Center, Stage Door and Jackson Theatre. The associated matches

have been provided by the General Fund, with a portion of the Duel Lane property match coming from the Water/Sewer Fund.

A contribution from BrightRidge is the funding source for expenditures at the new BrightRidge Park. The purchase of the Solid Waste skidsteer is covered with a transfer from that fund from the equipment reserve and a portion of the Governor's appropriation to the Town was utilized for sidewalks and handrails.

Alderman Countermine made a motion to pass Ordinance 2026-08 amending the FY2025-26 Budget for the General Fund, Solid Waste Fund, Jackson Theatre Fund, Debt Service Fund and the Capital Projects Fund on second and final reading as presented. Alderman Causey seconded the motion. The motion duly passed.

ORDINANCE NO. 2026-08

AN ORDINANCE AMENDING THE FISCAL YEAR 2025-2026 BUDGET FOR THE GENERAL FUND, SOLID WASTE FUND, JACKSON THEATRE FUND, DEBT SERVICE FUND AND CAPITAL PROJECTS FUND

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH AS FOLLOWS:

SECTION I. That the FY2025-2026 budget be amended with revenues and available funds and appropriations as follows:

	Current Budget	Increase/ (Decrease)	Amended Budget
<u>General Fund</u>			
Revenues			
Local Taxes	7,714,039	110,576	7,824,615
Licenses and Permits	394,000	-	394,000
Intergovernmental	1,495,482	826,271	2,321,753
Charges for Services	800,000	29,000	829,000
Fines and Forfeitures	251,750	-	251,750
Revenue from Use of Property	2,839,930	154,000	2,993,930
Contributions and Restricted Revenues	212,500	3,000	215,500
Uses of Money and Property	25,000	-	25,000
Other Revenues	227,500	22,000	249,500
Other Financing Sources			
Issuance of Debt/Debt Proceeds	-	-	-
Sale of Capital Assets	-	106,000	106,000
Transfers In - from other funds	300,000	-	300,000
Total Revenues and Other Financing Sources	14,260,201	1,250,847	15,511,048
Appropriations			
Expenditures			
Government Administration	1,622,897	-	1,622,897
Police	2,517,015	-	2,517,015
Fire	936,866	400,000	1,336,866
Streets	1,185,925	314,598	1,500,523
Garage	187,703	-	187,703
Senior Center	865,348	-	865,348
Parks and Recreation	994,889	283,200	1,278,089
Visitor's Center	1,081,016	-	1,081,016
Water Park	548,317	108,000	656,317
McKinney Center	527,951	22,000	549,951
Capital Outlay	-	-	-
Other Financing Uses			
Transfers Out - to other funds	3,927,974	123,049	4,051,023
Total Appropriations	14,395,701	1,250,847	15,646,548
Change in Fund Balance	(135,500)	-	(135,500)

	Current Budget	Increase/ (Decrease)	Amended Budget
<u>Solid Waste Fund</u>			
Revenues			
Charges for Services	935,323	37,000	972,323
Other Financing Sources			
Sale of Capital Assets	-	7,945	7,945
Transfers In - from other funds	59,474	-	59,474
Total Revenues and Other Financing Sources	994,797	44,945	1,039,742
Appropriations			
Expenditures			
Salaries and Benefits	496,051	-	496,051
Operations	393,450	37,000	430,450
Capital Outlay	-	7,945	7,945
Other Financing Uses			
Transfers Out - to other funds	105,296	47,500	152,796
Total Appropriations	994,797	92,445	1,087,242
Change in Fund Balance	-	(47,500)	(47,500)
<u>Jackson Theatre Fund</u>			
Revenues			
Intergovernmental	-	37,000	37,000
Charges for Services	286,000	(44,500)	241,500
Revenue from Use of Property	25,000	26,000	51,000
Contributions and Restricted Revenues	127,000	(44,500)	82,500
Other Revenues	12,000	(10,200)	1,800
Other Financing Sources			
Transfers In - from other funds	461,483	99,000	560,483
Total Revenues and Other Financing Sources	911,483	62,800	974,283
Appropriations			
Expenditures			
Salaries and Benefits	337,956	34,500	372,456
Operations	439,500	(26,700)	412,800
Other Financing Uses			
Transfers Out - to other funds	175,027	-	175,027
Total Appropriations	952,483	7,800	960,283
Change in Fund Balance	(41,000)	55,000	14,000
	Current Budget	Increase/ (Decrease)	Amended Budget
<u>Debt Service Fund</u>			
Other Financing Sources			
Issuance of Debt/Debt Proceeds	-	1,200,000	1,200,000
Transfers In - from other funds	3,611,314	(120,000)	3,491,314
Total Other Financing Sources	3,611,314	1,080,000	4,691,314
Appropriations			
Expenditures			
Debt Service	3,611,314	1,080,000	4,691,314
Total Appropriations	3,611,314	1,080,000	4,691,314
Change in Fund Balance	-	-	-
<u>Capital Projects Fund</u>			
Revenues			
Intergovernmental	-	1,174,708	1,174,708
Contributions and Restricted Revenues	-	34,284	34,284
Other Financing Sources			
Issuance of Debt/Debt Proceeds	3,264,118	-	3,264,118
Sale of Capital Assets	186,927	-	186,927
Transfers In - from other funds	135,500	241,549	377,049
Total Revenues and Other Financing Sources	3,586,545	1,450,541	5,037,086
Appropriations			
Expenditures			
Capital Outlay	3,586,545	1,450,541	5,037,086
Total Appropriations	3,586,545	1,450,541	5,037,086
Change in Fund Balance	-	-	-

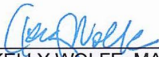
SECTION II. The line item financial plan as follows detailing line items in departmental budgets shall be followed in implementing the budget amendments.

This Ordinance will take effect immediately after its passage on second and final reading, the public welfare requiring it.

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

Those voting against: _____

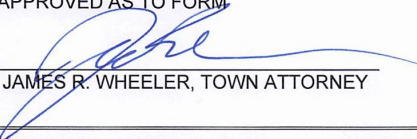
PASSED ON FIRST READING July 13, 2026


KELLY WOLFE, MAYOR

ATTEST:


JANET JENNINGS, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

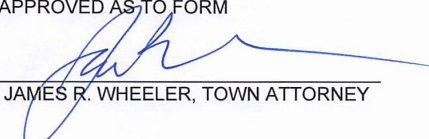
PASSED ON SECOND READING August 10, 2026


KELLY WOLFE, 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 an Initial Resolution authorizing the issuance of not to exceed \$16,833,000 Water System Revenue and Tax Bonds for the Water Transmission Lines Project. The Board adopted a USDA loan resolution at their May11, 2026 meeting as a step toward providing a funding mechanism for the \$16,833,000 Water Transmission Lines project. USDA also requires adoption of an initial and full bond resolution by the Board. The initial resolution was prepared by bond counsel.

With no further discussion Alderman Jenkins made a motion, seconded by Alderman Countermine, to approve the Initial Resolution as presented. The motion duly passed.

RESOLUTION NO. 2026-18

INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$16,833,000 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 transmission lines 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 Sixteen Million Eight Hundred Thirty-Three Thousand Dollars (\$16,833,000) 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 10th day of August, 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 August 10, 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 \$16,833,000 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 10th day of August, 2026.


TOWN RECORDER

The next item under New Business was discussion and possible action concerning a Full Resolution authorizing the issuance of not to exceed \$16,833,000 Water System Revenue and Tax Bonds-Water Transmission Lines Project. USDA requires adoption of an initial and full resolution. Like the initial resolution, the full resolution was prepared by bond counsel.

Alderman Causey made a motion, seconded by Alderman Dickson, to approve the Full Resolution authorizing the issuance of not to exceed \$16,833,000 Water System Revenue and Tax Bonds for the Water Transmission Lines Project as presented. The motion duly passed.

RESOLUTION 2026-19

A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF NOT TO EXCEED \$16,833,000 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 transmission lines 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 May 4, 2026, 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 \$16,833,000 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 the water transmission lines 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 \$16,833,000 (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 Sixteen Million Dollars (\$16,833,000) numbered R-1. The Bonds shall bear interest at a rate not to exceed 3.75% 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-Seven Thousand Eight Hundred Thirty-Seven Dollars (\$67,837), assuming an interest rate of three and seventy-five hundredths percent (3.75%). 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 \$16,833,000 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 transmission lines 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 10th day of August, 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 10th day of August, 2026.

TOWN OF JONESBOROUGH, TENNESSEE



Mayor

ATTEST:

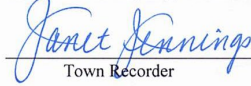

Town Recorder

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 August 10, 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 10th day of August, 2026.


Town Recorder

The next item on the agenda was discussion and possible action concerning an Initial Resolution authorizing a Loan Pursuant to a Loan Agreement not to exceed \$2,000,000.00. Subsequent to closing the USDA loans that funded the new K-8 school, the Town Administrator Glenn Rosenoff and Town Recorder Janet Jennings continued working with USDA to permanently fund the portion of Tiger Park expenditures not covered by the State grant (\$2 Million). Interim financing was provided by the Bank of Tennessee.

After reviewing different options for handling the additional \$2 million need, we were informed that USDA had made the decision to treat the park component as an over-run on the school project. We have had several discussion with them regarding the project and have provided substantial information and documentation. We were recently informed that they are unable to provide the permanent financing. We are now working with the Tennessee Municipal Bond Fund (TMBF) to facilitate this permanent financing. They have handled several loans for us and consistently deliver great results. The next step in this process requires adoption of both an initial and a full loan resolution. The initial resolution was prepared by TMBF bond counsel and presented for consideration.

Alderman Countermine made a motion to approve the Initial Resolution authorizing a loan pursuant to a loan agreement not to exceed \$2,000,000.00 as presented. Alderman Jenkins seconded the motion. The motion duly passed.

RESOLUTION NO. 2026-20

INITIAL RESOLUTION AUTHORIZING THE INCURRENCE OF INDEBTEDNESS BY THE TOWN OF JONESBOROUGH, TENNESSEE, OF NOT TO EXCEED \$2,000,000, BY THE EXECUTION WITH THE PUBLIC BUILDING AUTHORITY OF THE CITY OF CLARKSVILLE, TENNESSEE, OF A LOAN AGREEMENT TO PROVIDE PERMANENT FINANCING FOR CERTAIN SCHOOL ATHLETIC FACILITIES

WHEREAS, it is necessary and in the public interest of the Town of Jonesborough, Tennessee (the "City"), to incur indebtedness, through the execution with The Public Building Authority of the City of Clarksville, Tennessee (the "Authority"), of a loan agreement (a "Loan Agreement"), for the purpose of providing permanent financing for school athletic facilities, as hereinafter more fully described.

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

Section 1. For the purpose of providing permanent financing for the costs of the construction and equipping of school athletic facilities, including, the acquisition of all property real and personal appurtenant thereto and connected with such work, to pay all legal, fiscal, administrative, architectural, and engineering costs incident thereto, and to pay costs incident to incurring the indebtedness (collectively, the "Project"), the Town is hereby authorized to incur indebtedness in the amount of not to exceed \$2,000,000, for the financing of the Project through the execution of a Loan Agreement with the Authority. The rate of interest payable pursuant to the provisions of a Loan Agreement shall be a fixed rate, which can be reset at certain intervals, which rate shall not exceed the maximum rate of interest permitted under the laws of the State of Tennessee.

Section 2. The indebtedness evidenced by the Loan Agreement shall be payable from funds of the Town legally available therefor and to the extent necessary from ad valorem taxes to be levied for such purpose on all taxable property within the corporate limits of the Town, without limitation as to time, rate, and amount and for the punctual payment of said principal of, premium, if any, and interest on, the Loan Agreement, the full faith and credit of the Town will be irrevocably pledged.

Section 3. The Loan Agreement shall be executed pursuant to the provisions of Title 9, Chapter 21, Tennessee Code Annotated, as amended (the "Act"), and Title 12, Chapter 10, Tennessee Code Annotated, as amended.

Section 4. 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 Town.

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 of the Town of Jonesborough, Tennessee, protesting the incurrence of the indebtedness by the execution of the Loan Agreement, such Loan Agreement will be executed, as proposed.

Section 5. This Resolution shall take effect from and after its adoption, the welfare of the Town requiring it.

Adopted and approved this 10th day of August, 2026.

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 "Town"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board"), of said Town held on August 10, 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 borrowing of funds and the incurring of indebtedness in the amount of not to exceed \$2,000,000 by said City; (4) that the actions by said Board including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

WITNESS my official signature and the seal of said Town this 10th of August, 2026.

Town Recorder

The next item under New Business was discussion and possible action concerning a Full Resolution authorizing a Loan Pursuant to a Loan Agreement not to exceed \$2,000,000.00. As stated earlier in the meeting with the Initial Resolution we are now working with the Tennessee Municipal Bond Fund (TMBF) to facilitate this permanent financing. The full resolution, prepared by TMBF bond counsel was presented for consideration.

Alderman Countermine made a motion, seconded by Alderman Dickson, to approve the Full Resolution authorizing a loan pursuant to a loan agreement not to exceed \$2,000,000.00 as presented. The motion duly passed.

RESOLUTION NO. 2026-21

RESOLUTION AUTHORIZING A LOAN PURSUANT TO A LOAN AGREEMENT BETWEEN THE TOWN OF JONESBOROUGH, TENNESSEE, AND THE PUBLIC BUILDING AUTHORITY OF THE CITY OF CLARKSVILLE, TENNESSEE, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$2,000,000; AUTHORIZING THE EXECUTION AND DELIVERY OF A LOAN AGREEMENT AND OTHER DOCUMENTS RELATING TO SAID LOAN; PROVIDING FOR THE APPLICATION OF THE PROCEEDS OF SAID LOAN AND THE PAYMENT OF SUCH INDEBTEDNESS; CONSENTING TO THE ASSIGNMENT OF THE TOWN'S OBLIGATION UNDER SUCH LOAN AGREEMENT; AND, CERTAIN OTHER MATTERS

WHEREAS, the Board of Mayor and Aldermen (the "Board"), of Town of Jonesborough, Tennessee (the "Town"), has determined that it is necessary to finance the costs of certain "public works projects", as defined in Title 9, Chapter 21, Tennessee Code Annotated, as from time to time amended and supplemented, consisting of providing permanent financing for the costs of the construction and equipping of school athletic facilities, including, the acquisition of all property real and personal appurtenant thereto and connected with such work, to pay all legal, fiscal, administrative, architectural, and engineering costs incident thereto (collectively, the "Project"), by obtaining a loan from The Public Building Authority of the City of Clarksville, Tennessee (the "Authority");

WHEREAS, it has been determined by the Board of the Town to be in the best interests of the Town to finance the Project through The Tennessee Municipal Bond Fund fixed rate loan program;

WHEREAS, the Authority has been established pursuant to the provisions of Title 12, Chapter 10, Tennessee Code Annotated, as amended (the "Act"), and is authorized pursuant to the provisions of the Act to issue its bonds from time to time, in one more series, and to loan the proceeds thereof to the Town for the above described purposes;

WHEREAS, in order to effectuate the program, the Issuer has authorized and approved by its Resolution, adopted April 29, 2025, the issuance of its Local Government Loan Program Bonds, in an aggregate principal amount not to exceed \$300,000,000;

WHEREAS, the Authority will issue its Local Government Loan Program Bond, Series 2026 (Jonesborough School Athletic Facilities Loan) (the "Bond"), in the principal amount of not to exceed \$2,000,000, and loan the proceeds thereof to the Town, pursuant to the provisions of a Loan Agreement, by and among the Town, the Authority, and the Purchaser, as hereinafter defined, to be dated the date of issuance and delivery (the "Loan Agreement");

WHEREAS, the Board of the Town, on the date hereof, adopted an Initial Resolution authorizing the borrowing of funds and the incurring of indebtedness for the purpose of providing permanent financing for the Project in the amount of not to exceed \$2,000,000, and the Town Recorder has been instructed to publish such Initial Resolution together with the Notice required by Section 9-21-206 of Tennessee Code Annotated, as amended, in a local newspaper in the Municipality;

WHEREAS, the indebtedness evidenced by the Loan Agreement shall be payable from any and all funds of the Town legally available therefor, including, but not necessarily limited to, ad valorem taxes to be levied for such purpose on all taxable property within the corporate limits of the Town, without limitation as to time, rate, and amount and for the punctual payment of said principal of, premium, if any, and interest on, the Loan Agreement, the full faith and credit of the Town will be irrevocably pledged; and,

WHEREAS, the Bond is to be secured by and contain such terms and provisions as set forth in a Bond Purchase Agreement, entered into between the Authority and the purchaser of the Bond (the "Purchaser").

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

Section 1. Approval of the Loan. (a) For the purpose of providing funds to finance the Project and to pay costs incident to the issuance and sale of the Bond and the loan of the proceeds thereof to the Town, the loan to the Town from the Authority is hereby authorized in the principal amount of not to exceed \$2,000,000, and the Town is hereby authorized to borrow such funds from the Authority (the "Loan").

(b) The Bond to be issued by the Authority shall bear interest at a fixed rate to be determined at the time of the issuance of the Bond, as provided in the Loan Agreement. The Mayor and Town Recorder are authorized to enter into the Loan Agreement, such Loan Agreement to bear interest at a fixed rate, which can be reset at five (5) year intervals, as the Mayor shall determine is in the best interest of the Town. The Town shall make payments of interest and principal in the amounts and on the dates set forth in the Loan Agreement from the sources and funds described herein and in the Loan Agreement. The final rate of interest payable on the Loan Agreement shall not exceed the maximum rate of interest permitted by applicable law. The Loan Agreement shall be for a term of twenty-five years. The final principal and interest payment dates, final interest rate payable, amortization of principal amounts of the loan evidenced by the Loan Agreement, and prepayment provisions of such Loan Agreement, may be established by the Mayor and the Purchaser, at the time of the sale of the Bond and the execution and delivery of the Loan Agreement, as shall be determined to be in the best interests of the Town, in accordance with the terms of this Resolution and the Loan Agreement. If the Town enters into the Loan Agreement with the Authority to finance the Project, the rate of interest payable on the loan includes an annual administration fee equal to fifteen basis points (0.15%), payable to TMBF, as the program administrator, by the Purchaser, to be paid from each periodic payment of interest on the Loan Agreement, based on the outstanding principal amount of the loan. The weighted average maturity of the Loan shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to be in excess of twenty-five (25) years.

(c) The Board of the Town understands and is aware that the Purchaser has the option to put the Bond for purchase to the Authority during the term of the Loan (the "Put Option"), at certain intervals upon not less than one hundred eighty days' written notice to the Authority, the Tennessee Municipal Bond Fund, as administrator, and the Town.

The Board is aware of the risks and benefits associated with the Loan and the Put Option. The Board finds that the repayment structure of the Loan (including the Put Option) is in the public interest of the Town.

The Board further agrees that it is willing to pay additional issuance costs associated with the refunding of the Loan and related Bond in the event the Put Option is exercised by the Purchaser. In the event that the Put Option is exercised by the Purchaser, and the Town is unable to pay the Loan amount in full on such date and no subsequent holder can be determined, the Board commits to refund the Loan in the following manner:

(x) the Board shall submit a plan of refunding to the Comptroller or Comptroller's designee;

(y) the final maturity of the refunding debt obligation will not extend beyond the final maturity of the original Loan; and,

(z) the debt service structure of the refunding debt obligation will be substantially similar to or more declining than the debt structure of the original Loan.

The Board also understands that if the Bank elects to extend the Scheduled Put Option Date, it may at its sole option, elect to change the Loan Rate on the Bond and the Loan by notice delivered to the Issuer, the Borrower, and the Administrator not less than eighty-five (85) days prior to the Scheduled Put Option Date, of the new Loan Rate for the next five year term of the Loan

The Board has not retained an independent municipal advisor in connection with the Loan. The Board understands and acknowledges that the Purchaser does not owe a fiduciary duty to the Town and that the Purchaser is acting for its own business and commercial interests. The Board has consulted with such advisors and experts as it deems appropriate before the consideration and adoption of this Resolution.

Section 2. Approval of Loan Agreement. The form, terms, and provisions of the Loan Agreement are in the best interest of the Town and are hereby approved and the Board hereby authorizes the Mayor and the Town Recorder of the Town to execute and deliver such Loan Agreement, such Loan Agreement to be in substantially the form of the Loan Agreement presented to this meeting, the execution of such Loan Agreement by the Mayor and the Town Recorder to evidence their approval of any and all changes to such Loan Agreement, and any related documents necessary to the consummation of the transactions contemplated by the Loan Agreement. The Town further agrees to comply with, and to enable the Authority to comply with, all covenants and requirements contained in the Bond Purchase Agreement and that certain Tax Exemption Certificate to be executed by the Authority at the time of the issuance of the Bond.

Section 3. Fulfillment of Obligations. The Board of the Town is authorized and directed to fulfill all obligations of the Town under the terms of the Loan Agreement.

Section 4. Tax Levy. There shall be levied and collected in the same manner as other ad valorem taxes of the Town on all taxable property within the corporate limits of the Town without limitation as to time, rate, or amount, to the extent necessary in the event funds of the Town legally available to pay the indebtedness evidenced by the Loan Agreement are insufficient, a tax sufficient to pay when due the amounts payable under the Loan Agreement, as and when they become due, and to pay any expenses of maintaining and operating the Project required to be paid by the Town under the terms and provisions of the Loan Agreement. For the prompt payment of the Loan Agreement, both principal and interest, as the same shall become due, the full faith and credit of the Town are irrevocably pledged.

Section 5. Approval of Bond and Bond Purchase Agreement. For the purpose of providing funds to make the loan to the Town evidenced by the Loan Agreement, as provided herein and in the Loan Agreement, and to pay legal, fiscal, and administrative costs incident thereto, including costs incident to the issuance and sale of the Bond related to the Loan Agreement, the issuance and sale of the Bond by the Authority in connection with the Loan Agreement is hereby approved. The Town further approves the execution and delivery of the Bond Purchase Agreement by the Authority in connection with the issuance of the Bond.

Section 6. Disposition of Proceeds. The proceeds from the sale of the Bond shall be paid, to the official of the Municipality designated by law as the custodian of the funds, upon submission of a requisition for such funds by the Municipality to the Purchaser, in accordance with the terms of the Loan Agreement. Such proceeds shall be disbursed solely to provide permanent financing for the the costs of the Project and to pay costs of issuance incurred in connection with the issuance of the Bond and the loan of the proceeds thereof to the Municipality.

Section 7. Consent to Assignment. The Town hereby consents to the assignment of all of the Authority's right, title, and interest in and to the Loan Agreement as security for the Bond to which such Loan Agreement relates, except for certain reserved rights of the Authority, to the Purchaser.

Section 8. Arbitrage Certification. The Town recognizes that the Purchaser of the Bond will have accepted it on, and paid therefor a price, that reflects the understanding that interest thereon is excludable from gross income for purposes of federal income taxation under laws in force on the date of delivery of the Bond. In this connection, the Town agrees that it shall take no action which may cause the interest on the Bond to be included in gross income for federal income taxation. It is the reasonable expectation of the Board of the Town that the proceeds of the Bond will not be used in a manner which will cause the Bond to be an "arbitrage bond" within the meaning of Section 148 of the Code, and to this end the proceeds of the Bond and other related funds established for the purposes herein set out shall be used and spent expeditiously for the purposes described herein. The Board further covenants and represents that in the event it shall be required by Section 148(f) of the Code to pay any investment proceeds of the Bond to the United States government, it will make such payments as and when required by said Section 148(f) and will take such other actions as shall be necessary or permitted to prevent the interest on the Bond from becoming taxable. The Mayor and Town Recorder, or either of them, are authorized and directed to make such certifications in this regard in connection with the sale of the Bond as either or both shall deem appropriate, and such certifications shall constitute a representation and certification of the Town.

Section 9. Miscellaneous Acts. The Mayor, the Town Administrator, the Finance Director and Town Recorder, the Town Attorney, and all other appropriate officials of the Town are hereby authorized, empowered, and directed to do any and all such acts and things, and to execute, acknowledge, and deliver all such documents, instruments, and certifications, in connection with the execution of the Loan Agreement and the issuance of the Bond by the Authority, in addition to those acts, things, documents, instruments, and certifications hereinbefore authorized and approved, as may in their discretion, be necessary or desirable to implement or comply with the intent of this Resolution or any of the documents herein authorized and approved.

Section 10. Captions. The captions or headings in this Resolution are for convenience only and shall in no way define, limit, or describe the scope or intent of any provision hereof.

Section 11. Severability. Should any provision or provisions of this Resolution be declared invalid or unenforceable in any respect by final decree of any court of competent jurisdiction, the invalidity or unenforceability of such section, paragraph, ordinance, or provisions shall not affect the remaining provisions of such Resolution.

Section 12. Repeal of Conflicting Resolutions. All resolutions or parts thereof in conflict herewith are, to the extent of such conflict, hereby repealed.

Section 13. Effective Date. This Resolution shall take effect upon its adoption, the welfare of the Town requiring it.

Adopted and approved this 10th day of August, 2026.

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 "Town"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board"), of said Town held on August 10, 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 borrowing of funds and the incurring of indebtedness in the amount of not to exceed \$2,000,000 by said City; (4) that the actions by said Board including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

WITNESS my official signature and the seal of said Town this 10th of August, 2026.

Town Recorder

The next item on the agenda was discussion and possible action concerning the Helene Emergency Assistance Loan (HEAL) Program for Water Intake repairs due to Hurricane Helene Damages in the amount of \$4,000,000.00. Hurricane Helene caused significant damage to the Town's Water Intake infrastructure. This facility is a critical component of Jonesborough's water system, and timely repair or replacement is essential to ensure the continued reliability, safety, and resilience of the Town's drinking water supply. GRW Engineering has been designing/engineering a solution since the hurricane for our intake damage and has provided an estimated cost of repair at \$3,844,053.72. We have

submitted the damage and cost estimates to FEMA as part of our ongoing efforts to pursue reimbursement for all eligible costs associated with Hurricane Helene damage.

Washington County Commission participated in the Helene Emergency Assistance Loan Program (HEAL) on behalf of the Town of Jonesborough so that we could take advantage of Governor Lee's program with a no-interest loan and up to 10 years to pay off in the amount of \$3,091,000.00 for catastrophic replacement and repairs of damaged infrastructure. We once again have partnered with the County on a second loan, for the intake repair project, at \$4,000,000.00. On July 27, 2026, the County Commission approved the loan and now it is the town's next step to approve being the second borrower on the loan amount.

With nearly all of our large infrastructure projects, we have secured interim financing and once the project is complete, secure the permanent financing. In this case, the HEAL program is our "interim financing" source of funding to complete the intake project, at 0% interest.

Required documents covering the County as first borrower and the Town as second borrower, the Work Plan and GRW Engineering detailed estimate was shared with the board for review.

Mayor Wolfe noted that much of the damage caused by Hurricane Helene was seen as roads were washed away leaving water lines exposed laying on the ground, bridges were washed out, properties were destroyed. The damage that wasn't able to be easily seen was what happened down the river to our water intake. The huge amounts of debris and sediment that continues to flow through our plant through the cracks in the concrete into our lagoons has tripled compared to what we experienced prior to Helene. Mayor Wolfe stated that Mayor Joe Grandy was able to pull together some funding that had otherwise been obligated to other communities that they did not use and bring this HEAL program money in the amount of \$4 million back to Washington County to help us get the necessary work done in an expedited manner. We will be repairing the intake by putting in a temporary system that can be retained and used in future emergencies in case something happens to the current intake. It will be a pump system that will be available as a redundant feature. This redundant feature is necessary so we can take our current intake offline while repair work is being completed. The County administers the HEAL program, we borrow the money through them and then it is repaid through FEMA and relief funding once the project is done. Mayor Wolfe shared his appreciation with Town Administrator Glenn Rosenoff, County Mayor Joe Grandy, Utilities Manager Kevin Brobeck, and Water Quality Director Artie White for their perseverance and determination with this necessary project. We are very thankful to have this cooperative agreement with Washington County.

There being no further discussion Alderman Causey made a motion, seconded by Alderman Countermine, to approve the Town of Jonesborough being a "Second Borrower" through Washington County for the HEAL Program loan in the amount of \$4,000,000.00 as presented. The motion duly passed.

INTER-LOCAL AGREEMENT

THIS INTER-LOCAL AGREEMENT, made and entered into this ____ day of _____, 2026, by and between the TOWN OF JONESBOROUGH, TENNESSEE, hereinafter referred to as the Town; and WASHINGTON COUNTY, TENNESSEE, hereinafter referred to as the County, and collectively referred to as the parties:

RECITALS

WHEREAS, on Friday, September 27, 2024, due to severe storms having inflicted substantial flooding in Washington County, causing significant damage to property, infrastructure, and endangering the safety and wellbeing of our citizens Washington County issued an Executive Order Declaring a Local State of Emergency in Washington County and the Washington County Emergency Management Operations Center was activated; and

WHEREAS, The purpose of the Helene Emergency Assistance Loans ("HEAL") Program is to provide a loan (the "Loan") to the Tennessee counties for health and welfare needs that have arisen due to the damage caused by Tropical Storm Helene. The Loan will provide immediate access to funds for the limited purposes outlined in the Agreement attached hereto as A-1.

WHEREAS, in consideration of the significant damage to the Town of Jonesborough's water and sewer system, Washington County previously agreed to apply for, did apply for, and was approved for a TEMA loan under the Helene Emergency Assistance Loans ("HEAL") to address the health and welfare needs that arose due to the damage caused by the severe storms.

WHEREAS, in 2024, Washington County applied for the Loan in the amount of \$3,091,000.00 solely to re-lend the proceeds to the Town of Jonesborough as a "Second Borrower" as described in Paragraph 4 of the Agreement attached as A-1 to the related 2024 Inter-Local Agreement; and

WHEREAS, at this time, the Town of Jonesborough has requested that Washington County apply for a second Loan in the amount of \$4,000,000.00 solely to re-lend the proceeds to the Town of Jonesborough as a "Second Borrower" as described in Paragraph 4 of the Agreement attached as A-1 to this Inter-Local Agreement; and

WHEREAS, the Town of Jonesborough will use the funding as provided in the Work Plan (Exhibit A-2) to address the damage newly identified as resulting from the flooding along the Nolichucky River in 2024.

WHEREAS, in consideration of Washington County applying for and securing the HEAL funding, the Town of Jonesborough agrees to pay 100% of the Loan in the amount of \$4,000,000.00 to Washington County; then

WITNESSETH:

Each of the above-listed recitals are incorporated by reference as if set out in their entirety herein.

Washington County will apply for the Loan solely to re-lend the proceeds to the Town of Jonesborough as a "Second Borrower" as described in Paragraph 4 of the Agreement attached as A-1. In consideration of thereof, the Town expressly agrees to be bound by all terms of the Agreement attached hereto as A-1.

The Town expressly agrees and acknowledges that it is a Second Borrower as contemplated in the Agreement attached hereto as A-1 and shall cooperate with the County to ensure the County's ability to comply with the requirements of the Loan.

In consideration of Washington County applying for and securing the HEAL funding, the Town of Jonesborough agrees to pay 100% of the Loan in the amount of \$4,000,000.00 to Washington County. The Town of Jonesborough will use the Loan funding as provided in the Work Plan (Exhibit A-2) to address the significant damage to the water/wastewater system as a result of the flooding along the Nolichucky River.

The Town expressly agrees and acknowledges that its performance and repayment is not conditioned upon its awards of TEMA and/or FEMA funding.

Upon an event of default, Washington County may declare all unpaid principal and late penalty to be immediately due and payable as well as pursue any remedies available to Washington County at law or in equity. The Town shall be responsible for all costs that the County incurs in enforcing the provisions of this Inter-Local Agreement after an event of default, including, but not limited to court costs, expert, and reasonable attorney fees. Any of the following occurrences will immediately characterize a default by the Town and require immediate repayment of the Loan:

- a. Continued failure to make payment on or before the required due date per the Agreement,
- b. Failure to provide the County with the required deliverables and reporting requirements as mentioned under Section 6 of the Agreement (A-1) memorializing this Loan ,
- c. Providing false or misleading information to the County, TEMA or FEMA,
- d. The Use of Funds for ineligible and unapproved expenditures,
- e. Failure to obtain all appropriate federal, state, and local environmental permits and clearances, or
- f. The filing of a Bankruptcy by the Town.

APPLICABLE LAW

Interpretation of this Agreement shall be governed and enforced in accordance with applicable Tennessee and federal Law, including without limitation any environmental laws. The U.S. Office of Management and Budget's Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards is available here: http://www.ecfr.gov/cgi-bin/text-idx?SID=c6b2f053952359ba94470ad3a7c1a975&tpl=/ecfrbrowse/Title02/2cfr200_main_02.tpl

AMENDMENTS TO AGREEMENT

This Agreement may only be amended by the agreement of the parties to this Agreement in writing and approved by the Board of Mayor and Aldermen and the County Commission.

TERMINATION

This Agreement shall not expire until such time that Town performs all terms and conditions associated with performance and repayment of the funds as set out in the HELENE MERGENCY ASSISTANCE LOAN (HEAL) PROGRAM Agreement (Exhibit A-1).

EFFECTIVE DATE

This Agreement shall take effect upon execution by the authorized representative of each party after approval of the governing body of each party and shall remain in full force and effect until terminated as provided herein.

IN TESTIMONY WHEREOF the parties have hereunto set their hands and seals on this
this ____ day of _____, 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 THE TOWN OF JONESBOROUGH,
TENNESSEE**

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Approved as to form only:

Name: _____
Title: _____

ATTEST:

**WASHINGTON COUNTY,
TENNESSEE**

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Approved as to form only:

Name: _____
Title: _____

**TOWN OF JONESBOROUGH TN.
HURRICANE HELENE INTAKE REPAIRS
COST ESTIMATE
August 3, 2026**

PROJECT DESCRIPTION	QTY.	Unit	Unit Price	Total
Jonesborough Water Treatment Plant.				
WTP Flash Mix, Sedimentation Basins, Filters and equipment.				
Work Completed				
Replaced Turbidimeters				\$ 46,453.38
Repaired Floc Basin Mixers - 3 HP Motors				\$ 46,283.00
Installed Crane				\$ 26,416.48
Installed Anthracite, Skim, Backwash, etc for the filters				\$ 76,750.00
Inspect and Clean out Wet Well -				\$ 39,950.00
Lagoon Cleaning Est.				\$ 20,000.00
Additional Chemicals Citco Water, Aulick				\$ 19,406.00
Sand Removal Floc and Sed Basins Est.	4	EA	\$10,000.00	\$ 40,000.00
Labor				\$ 158,476.86
Sub-Total Work Completed				\$ 473,735.72
Work To Be Completed				
Remove Sand From Floc. Basins - 60' x 21' x 16' deep	4	EA	\$10,000.00	\$ 40,000.00
Remove Sand From Sedimentation Basins - 152' x 44'x 13' deep	4	EA	\$10,000.00	\$ 40,000.00
Remove Sand from Filters Repair Filter Surface Wash and Replace Media and Filter Bottoms (4 filters 20' x 20' each)	3	EA	\$80,000.00	\$ 240,000.00
Clean and Remove Sand & Mud From Backwash Lagoons (2 @ 90' x 150' each)	3	EA	\$20,000.00	\$ 60,000.00
Sub-Total Work To Be Completed				\$ 380,000.00
Total Estimate Water Treatment Plant				\$853,735.72
Jonesborough Arnold Road Intake for Water Treatment Plant.				
Intake Screens, piping, air scour system, pumps, debris removal.				
Work Completed Receipts Submitted				
Johnson Intake Screens 4 - Purchased				\$ 77,200.00
Zion Marine Inspection				\$ 4,300.00
Zion Marine Wet Well Clean Out				\$ 39,950.00
Zion Marine Debris Removal				\$ 24,500.00
John Bouchard Install Submersible Jet Pump				\$ 2,000.00
John Bouchard Raw Water Intake Pump Rebuild				\$ 46,775.00
Underwater Construction Corp Intake and Screen Inspection				\$ 20,593.00
Materials				
Sub-Total Work Completed				\$ 215,318.00
Work To Be Completed				
Repair Intake System - Install 4 Screens				\$ 500,000.00
Install Large Capacity Airburst System				\$ 100,000.00
Wet Well Debris Removal				\$ 50,000.00
Install Submersible Jet Pump				\$ 5,000.00
Rebuild Raw Water Intake Pumps				\$ 150,000.00
Debris Deflector in River				\$ 900,000.00
By Pass Pumping to Keep WTP in Service				\$ 750,000.00
Sub-Total Work To Be Completed				\$ 2,455,000.00
Total Estimate Water Treatment Plant Intake				\$2,670,318.00
Total Estimate Water Treatment Plant Intake and Water Plant				\$3,524,053.72
Engineering and Administration Services				
Design				\$ 190,000.00
Construction Admin				\$ 20,000.00
Resident Observation				\$ 85,000.00
Geotechnical				\$ 20,000.00
Permit Fees				\$ 5,000.00
Administration Fees				
Sub-Total Work Eng and Admin Fees				\$ 320,000.00
Total Estimate				\$3,844,053.72

The next item on the agenda was discussion and possible action concerning the Heritage Conservation Trust Fund Declaration of Restrictive Covenants. In the process of Town Administrator Glenn Rosenoff's request for reimbursement from the Tennessee Heritage Conservation Trust Fund (HCTF) as part of the purchase of the Mauk Property, HCTF discovered that the restrictive covenants originally sent to the town as part of the grant project were not the most up to date. HCTF is asking the town if we are willing to approve and record the Declaration of Restricted Covenants. Once approved, the town will file the covenants with the Washington County Register of Deeds and HCTF will immediately process the reimbursement request from the town in the amount of \$305,000.00. Staff and Town Attorney find no issues with the covenants and the town's intent on land use. The updated covenants include the following change in language:

- Any use incompatible with the preservation of open spaces, natural areas, wildlife habitats, and access for public recreation, or the maintenance of habitat for indigenous flora and fauna is prohibited.

Alderman Countermine made a motion to approve the Declaration of Restrictive Covenants for the "Mauk Property" as requested by the Tennessee Heritage Conservation Trust Fund as presented. Alderman Jenkins seconded the motion. The motion duly passed.

This Instrument Prepared By:

DECLARATION OF RESTRICTIVE COVENANTS

THIS DECLARATION OF RESTRICTIVE COVENANTS ("Declaration"), is made and entered into by _____, a _____ ("Declarant") for the benefit of the State of Tennessee ("Beneficiary").

RECITALS:

Declarant is the owner of the certain real property (the "Property") located in _____ County, Tennessee. The Property is more particularly described in the legal description attached hereto as Exhibit A.

The Property was acquired with funds partially provided by the Tennessee Heritage Conservation Trust Fund (the "Trust Fund") in order to conserve, preserve, and permanently maintain Tennessee's open spaces and undeveloped natural areas; allow public access for recreation; and perpetuate the goals, ideals, and intent of the Tennessee Heritage Conservation Trust Fund Act of 2005.

In consideration of the provision of the funds to acquire the Property by the Trust Fund, the Declarant has agreed place certain restrictive covenants upon the Property.

NOW, THEREFORE, in consideration of the above Recitals, which are made a part hereof and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Declarant hereby declares, covenants and agrees as follows:

1. All information released about the Property shall contain the following statement: "This project was funded in part by the Tennessee Heritage Conservation Trust Fund."
2. There will be placed on entry to the Property signs that state: "This property was funded in part by the Tennessee Heritage Conservation Trust Fund."
3. The Property is encumbered with the following restrictions which shall run with the land, continue in perpetuity in order to preserve the conservation values on the Property, and shall be binding on all parties and their heirs, successors, successors-in-title, and assigns having any right, title, or interest in the property or any part thereof:
 - a. Removal or modification of any encumbrance shall require approval by the Tennessee Heritage Conservation Trust Board, or its successor.
 - b. No interest in the Property shall be used as security for any debt.

c. The Tennessee Heritage Conservation Trust Fund Board has approved a transfer of the Property to the State of Tennessee. Any subsequent or other sale or transfer of the Property or any interest therein shall be subject to the approval of the Tennessee Heritage Conservation Trust Fund Board, or its successor.

d. Any use incompatible with the preservation of open spaces, natural areas, wildlife habitats, and access for public recreation, or the maintenance of a habitat for indigenous flora and fauna is prohibited.

4. The Tennessee Heritage Conservation Trust Fund is an intended beneficiary of this Declaration and the restrictions and covenants contained herein.

5. This Declaration may not be amended or released, in whole or in part, without the approval of the Tennessee Heritage Conservation Trust Fund Board.

6. The provisions of this Declaration are severable and the invalidity of one or more of the provisions shall not affect the validity or enforceability of any other provisions.

IN WITNESS WHEREOF, the Declarant has executed these Declarations as of the ____ day of _____, 20__.

By: _____
Title: _____

STATE OF _____)
COUNTY OF _____)

Personally appeared before me, the undersigned, a Notary Public for the state and county aforesaid, _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that he/she executed the within instrument for the purposes therein contained, and who further acknowledged that he/she is the _____ of _____, a _____ (the "Declarant"), and is authorized by the Declarant to execute this instrument on behalf of the Declarant.

WITNESS my hand and seal at office this ____ day of _____, 20__.

Notary Public

My Commission Expires:

The next item under New Business was discussion and possible action concerning the Personnel Policy Handbook. Mayor Wolfe thanked Human Resource Director Michelle Stewart, Town Administrator Glenn Rosenoff and Operations Manager Craig Ford for the work they have done on the Personnel Policy Handbook. Mayor Wolfe requested to defer the Personnel Policy Handbook until further discussions and review can take place.

The next item on the agenda was discussion and possible action concerning Fire Station No. 2 Floor Plan. June 15, 2026, BMA meeting, the location of Fire Station No. 2 was approved. Operations Manager Craig Ford and Mayor Wolfe worked with designer Rebecca Lineberry to create a design and floor plan. Mr. Ford reviewed variation in floor plans with the Fire Department Supervisors, receiving positive feedback. The proposed building will meet the immediate and future needs of our expanding firefighting forces. Additionally, the exterior colors will match the existing buildings in proximity.

Mr. Ford is working with property owner Joel Shell to plan for access to the new fire station from Persimmon Ridge Road to minimize potential public safety vehicles ingress and egress via Persimmon Ridge Park and onto Persimmon Ridge Road. Currently, there is an identified 30 foot wide by 422 feet long public road access from Persimmon Ridge Road abutting the

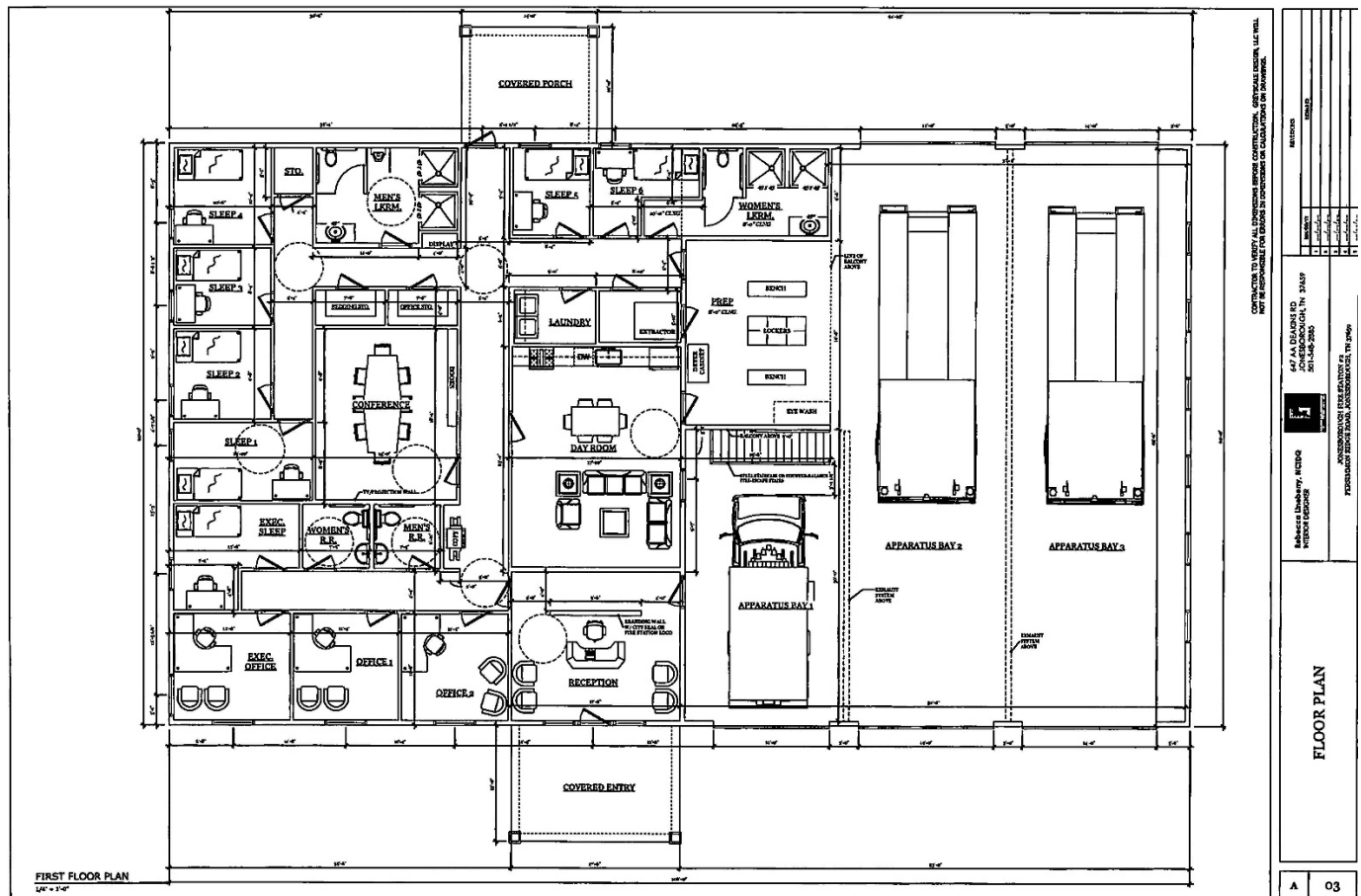
Shell Property. An estimated 250 feet is needed to tie into the new fire station site. Mr. Shell has stated that he is very receptive in working with the town on an access plan.

Mayor Wolfe stated that as part of our obligation under the new arrangement with Washington County is that we will establish a way to more effectively conduct mutual aid calls and implement a way for us to have a special team that can respond on county fire calls more easily. The majority of our fire district does live on the west end of town.

Mayor Wolfe noted that Fire Station No. 2 will be a post-steel building construction which will allow for maximum flexibility in configuring the space. The floor plan includes one bay that is 12' high and two bays that will be 14' high.

Mayor Wolfe shared that Operation Manager Craig Ford has talked about this for a very long time and considering Mr. Ford's passion for this project, Mayor Wolfe requested that the agenda presentation be amended to include that Fire Station No. 2 be officially named the Craig Ford Auxiliary Fire Station for the Town of Jonesborough or something similar to honor Director Ford and his over 44 years of Fire, Police and EMS service. Mr. Ford was very humbled and honored at the sentiment.

Alderman Countermine made a motion approving the floor plan and naming the fire station in honor of Director Craig Ford. Alderman Causey seconded the motion.
Discussion: Alderman Countermine thanked Mr. Ford for his work with property owner Joel Shell to create an access road. The motion duly passed.





Red X = Fire Station Site

Highlighted Blue = Approximate additional area for access



With no further business to discuss, Mayor Wolfe adjourned the meeting at 6:47 pm.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR