

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

MEETING NOTICES

MONDAY, SEPTEMBER 11, 2023

7:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

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

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

PUBLIC HEARING

1. Ordinance Adopting the 2018 International Energy Conservation Code (IECC)

REGULAR MEETING

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

CONSENT AGENDA

1. Approval of Minutes
2. Approval of Bills
3. Town Administrator Report
4. Operations Manager Report
5. Committee Reports
6. Supervisor Reports
7. 2023 Concession Agreement with Persimmon Ridge Soccer Association
8. Special Events Requests
 - a. Jonesborough Locally Grown – Revision Request to Previous Special Event(s)
 - b. Veterans Day Celebration
 - c. Christmas Events
9. Holiday Lighting - 2023 Christmas Season
10. Declaration of Town Equipment as Surplus
11. Public Safety Officer Part-Time Position

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Committee Appointments
 - b. Heritage Alliance – Update on Historic Jonesborough Specialty License Plate
 - c. Proclamation – The Schubert Club
 - d. Paws-In-Blue – Recognition Awards
 - e. Employee of the Month
 - f. Senior Center Café Connections Program – Senior Center Director
 - g. Approval to change the date for the October BMA meeting
 - h. Establish a Shanks Oak Tree Committee
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments
6. **OLD BUSINESS**
 - A. Discussion and possible action concerning second and final reading of an Ordinance Adopting the 2018 International Energy Conservation Code (IECC);

- B. Discussion and possible action concerning approval of a Revised Resolution Authorizing the Issuance, Sale, and Payment of Various Capital Projects and Departmental Vehicles Capital Outlay Note 2023;

7. **NEW BUSINESS**

- A. Discussion and possible action concerning the Renaming of the McKinney Center Scholarship Fund;
- B. Discussion and possible action concerning approval of Agreement with the Washington County Election Commission;
- C. Discussion and possible action concerning approval of proposed to the Senior Center Advisory Committee By-Laws;
- D. Discussion and possible action concerning approval of the following Bids:
 - 1. Roof Replacement – Elmer Gillespie Building
 - 2. Roof Replacement – Fitness Center Building
 - 3. Boone Street Milling/Paving/Curbing
 - 4. Parking Lot – Lincoln Park
 - 5. North Cherokee Street Curb/Sidewalk, Asphalt Construction
 - 6. Metal Buildings – Street Department, Solid Waste & Recycling
 - 7. West Main Street Sidewalks
- E. Discussion and possible action concerning approval of the Lincoln Park Facility Rental Request and Agreement, and Rental Guidelines;
- F. Discussion and possible action concerning approval for the Leeboy Trail Paver Rental Agreement;
- G. Discussion and possible action concerning approval of Change Order Number 2 for the AMI/AMR Meter Additions for Water System Improvements;
- H. Discussion and possible action concerning approval of Revisions to the Public Records Policy for the Town of Jonesborough;
- I. Discussion and possible action concerning approval of the Jonesborough School Tiger Park Project Bids:
 - 1. Athletic Area Fencing
 - 2. Playground Equipment
 - 3. Bleachers
 - 4. Restroom/Concession Building
 - 5. Tennis Court Construction/Asphalting
 - 6. Track and Tennis Court Surfacing
 - 7. Field and Court Lighting
- J. Discussion and possible action concerning approval of a Change Order from GRC Construction for the Jackson Theatre Project;

- K. Discussion and possible action concerning approval of the Finance Director/
Town Recorder Employment Agreement;

- L. Discussion and possible action concerning the new K-8 School Bond
Resolutions:
 - 1. Bond Resolution Series 2023A
 - 2. Bond Resolution Series 2023B

- M. Discussion and possible action concerning a Resolution for Condemnation of the
Adams property;

- N. Adjournment.

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 1

SUBJECT: Approval of Minutes

Attached for BMA approval are the minutes of the following meetings:

May 8, 2023 – Regular Meeting
May 23, 2023 – Work Session
May 31, 2023 - Work Session
June 6, 2023 - Work Session

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

MAY 8, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, May 8, 2023, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Chuck Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Cameo Waters led the pledge to the Flag.

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

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda, and there were none. Alderman Wolfe made the motion that the following Regular Agenda items be added to the Consent Agenda: Old Business Item 6-A – Special Event Application – Sorcerer’s Sprint/Harry Potter Celebration; New Business Items 7-A – Amended Snow Hut Agreement for the 2023 Wetlands Water Park Season, 7-C-1 – Special Event Application – David Crockett High School Pioneer Pride 5-K Run/Event, 7-C-2 – Special Event Application – Heritage Alliance Summer Social at Old Jonesborough Cemetery, 7-F – Washington County Economic Development Council Revise Intergovernmental Agreement, 7-G – TN Department of Transportation (TDOT) State Highway Maintenance Contract from July 1, 2023 through June 30, 2025, 7-J – Revision to the Outdoor Use Policy, 7-L – Business Roundtable, and 7-N – Storybook Trail Project in Jimmy Neil Smith Park. Alderman Countermine seconded the motion and it was duly passed. Mayor Vest called for a motion to approve the updated Consent Agenda. Alderman Wolfe made the to approve the updated Consent Agenda, seconded by Alderman Dickson and duly passed, as presented:

1. Approve the following bills for payment:

Insert Payment

2. Approve the following Town Administrator Report:

Insert Report

3. Approve the following Operations Manager Report:

Insert Report

4. Approve the following Supervisor Reports: Fire Department, Solid Waste and Recycling, Police Department, Building Inspector, MBM Program Director, McKinney Center, Visitor Center and Facilities Rental Manager, Utilities Manager, Water Quality/Meter Department, Water Distribution, Environmental Services/Wastewater, Water Treatment, Street Department, Animal Control, Marketing and Promotions Coordinator, and Director of Tourism and Main Street.
5. Approve the following Town Equipment as surplus: five old red chairs, one old black desk chair, and one old water cooler, and allow the Solid Waste Department to dispose of items.
6. Approve the Outdoor Use Permit for Tennessee Hills Distillery on condition of the following:
 - A. When the large door(s) is open there will be a decibel level set to be agreed to by the Town Administrator and Tennessee Hills that will not be exceeded at the point of measurement (somewhere inside the building so it can be monitored by Tennessee Hills Staff). Also, there will be a maximum volume control established for in-house music and that level will also be agreed to by the Town Administrator and Tennessee Hills
 - B. Large door(s) closes at 10:00 p.m. each night and music that can be heard outside the facility ends at 10:00 p.m.
 - C. Alcohol will not be served in the permitted area after 10:00 p.m. and after a period of time to close customers tabs, shepherd customers out of the permitted area, the permitted area will be roped or gated off with signage indicating it is closed which should occur no later than 10:20 p.m.
 - D. Tennessee Hills Distillery Staff will monitor to the best of their ability the conduct of guests inside the permitted area to prevent any safety hazards or disturbances of the peace and will follow ABC Guidelines with respect to serving patrons.
 - E. The Tennessee Hills Distillery Permit will be subject to the review provisions of the Policy as may be changed by the Board of Mayor and Aldermen from time-to-time.
 - F. Tennessee Hills Distillery will remain in compliance with all ordinances and policies adopted by the Town of Jonesborough.
7. Approve the Sorcerer's Sprint 1-mile run to be held downtown on July 29, 2023, beginning at 7:00 p.m., with an approximate ending time of 7:30 p.m., based on

the Town's 1-mile predetermined race route, and with the notation that both the Proof of Insurance and Hold-Harmless have been received.

8. Approve the rescinding the agreement with David "Gene" Loyd and approve the terms of the Snow Hut Contract for the 2023 season of the Wetlands Water Park with James and Cheryl Harkleroad, as presented.

INSERT AGREEMENT

9. Approve the Special Event Permit for the David Crockett High School Pioneer Pride 5K Glow Run scheduled for August 12, 2023 from 8:00 p.m. to 10:30 p.m. with the blocking off of Main Street from Fox Street to Second Street, to permit for food and music.
10. Approve the Special Event Permit Application for the Heritage Alliance's Summer Social in the Rocky Hill portion of the Old Jonesborough Cemetery scheduled for August 12, 2023 from 6:00 p.m. to 8:00 p.m., and with the notation that both the Proof of Insurance and Hold-Harmless have been received.
11. Approve the Washington County Economic Community Development Revised Intergovernmental Agreement to include (1) a pro-rated FY23 contribution to the Council in the amount of \$3,750.00, and (2) a yearly contribution to the Council in the amount of \$15,000.00 subject to the contribution being approved as part of the Town's fiscal year budget.

INSERT AGREEMENT

12. Approve the TDOT State Route Maintenance Contract for two years, 2023-2025 fiscal years, with the maximum amount of reimbursement from TDOT pertaining to roadway maintenance being \$44,546.46.

INSERT AGREEMENT

13. Approve the revisions to the Outdoor Use Policy involving outdoor activities on Town right-of-way in the Downtown Historic District.

INSERT REVISIONS

14. Approve on first reading the amendment to the Title 1, Chapter 15 Business Roundtable Committee, Section 1-1502, Compositions, appointment, membership and terms.

INSERT ORDINANCE

15. Approve the Jonesborough Storybook Trail Project through a donation from Harold and Nancy Dishner and a grant through the Governor's Early Literacy Foundation to fully fund the project and the first story boards in the amount of \$7,450.00.

Mayor Vest announced that there was one item to be added to the agenda which is a Resolution authorizing the issuance of a one-year interest bearing taxable General Obligation Capital Outlay Notes, Series 2023. Mayor Vest asked the Aldermen if they had any comments or questions. There being none, Alderman Wolfe made the motion to add the Resolution to the agenda, seconded by Alderman Causey and duly passed.

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had comments or questions. Alderman Wolfe asked Town Recorder Robert Anderson how the Town was doing financially. Robert Anderson said he things continue to improve and that they were hoping to have the new transition to the new software by July 1st, but there is a delay in getting the new server which has backed up the timetable to October 1st. Mayor Vest called for a motion to approve the Financial Report. Alderman Countermine made the motion to approve the Financial Report as presented, seconded by Alderman Dickson and duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said the Lincoln Park grand opening was a great event, the installation and concreted of the East Main Street sidewalks is moving along, and the May 4th Star Wars Event was a first-time great event. Mayor Vest said one thing that he would like for Staff to look at is with the events getting more successful and is closing the Main Street for all the future events downtown due to them being so well attended. Mayor Vest congratulated the Town's Public Safety Team for making a quick arrest on somebody with road rage and appreciates their efforts.

Mayor Vest asked Glen Woodfin to come up to accept the Employee of the Month Award. Mayor Vest read the following nomination submission: For May 2023, I would like to nominate Street Department Employee Glen Woodfin for Employee of the Month. The Street Department is a small, multi-function group of men, tasked w/a plethora of projects with varying degrees of difficulty. Glen Woodfin is one of those folks who can do just about anything. Well beyond Glen's regular job scope, he can do grade work and landscaping, framing and trim work, work with metal and steel, ceramic tile and flooring and much more. During our recent foray into the Lincoln Park project, Glen had a hand in most of the construction of the Park. Whereas I was more involved in the layout attributes of the structures, Glen was tasked with directing the crew in how to actually 'construct' the structures and features. On the Lincoln Park project alone, Glen was involved in wood and steel framing, setting the timbers for the Stage, construction of the block terraced beds, wood framing and trim of both buildings, grade work and landscape sculpting of the grounds, installing outdoor lighting, grading and asphaltting of parking areas and about a hundred other items. To say that Glen was invaluable to the successful completion of Lincoln Park would be the understatement of the century. There were so many moving pieces to the Lincoln Park project that our crew (and many others) were involved in. I just wanted to take this opportunity to shine the spotlight on one of the key players in that large and complex project. Everyone involved in the Park project did a fantastic job, but I feel Glen Woodfin deserves a special word of recognition and 'thanks'. For

these reasons and many more, Glen Woodfin is my choice for Employee of the Month.
Submitted by: Malcolm Highsmith, Street Director

Mayor Vest asked Glen Woodfin if he had any comments. Glenn Woodfin said Lincoln Park was a team effort and he is glad they made through Friday.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. Gary Degner, 61 New Halifax Street, expressed his appreciation to the Board members for Lincoln Park. Gary Degner said at the front entrance to New Halifax there are two potholes that are in need of repair.

Allyson Wilkinson, 107 Sevier Avenue, Regent of the State of Franklin Chapter of the Daughters of the American Revolution, addressed the Board with an invitation to the Broyles Monument Marking event to be held on Saturday, May 6, 2023, in Limestone, Tennessee. Allyson Wilkinson said that the State of Franklin Chapter had recently attended a conference in Franklin, Tennessee, and received three first place awards, which were: most cards sent to active duty military, most flags retired, and most flags distributed. Mayor Vest expressed his thanks to Allyson Wilkinson for the invitation to the event and congratulated the State of Franklin Chapter on their awards.

Jack Van Zandt, 164 New Halifax Street, expressed his appreciation to the BMA for the East Main Street sidewalk and the new Lincoln Park for all the team work of Town staff to make it a beautiful park; and asked that money be budgeted to maintain, and protect the park and the buildings. Mr. Van Zandt said in the alleyway in New Halifax has potholes that are in need of repair. Mayor Vest thanked Jack Van Zandt for his comments.

Ruth Verhegge, 601 West Main Street, announced that the Flag Day Celebration will be held at 12:00 noon, Wednesday, June 14th, at the flag pole here at the Town Hall and the guest speaker will be Glenn Rosenoff.

Dana Helvey, 100 West Woodrow Avenue, said the "May 4th Be With You" was a great event with a large turnout of people and expressed his concern about pedestrian safety during the event. Dana Helvey stated that he would like to encourage the Board to close Main Street between Fox Ave and 2nd Ave for all events downtown during the summer months and with the possibility of keeping Main Street closed from Friday night Music-On-The-Square thru the Sunday evenings after Brews and Tunes ends.

Aldermen Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had comments. Alderman Causey said she submitted questions, as she was asked by Board members at the last meeting, and she has received several answers, and there are still several answers that have not been answered. Alderman Causey said she does not mind to ask again; and if they can be discussed at the Budget Work Session. Alderman Causey said these are items that the Board needs to know the financial information on. Mayor Vest said that those items can be addressed and discussed at the Budget Work Session.

Alderman Wolfe said that he and Dana Helvey have had a discussion about what Mr. Helvey addressed during citizen comments. Alderman Wolfe said the Town has such a natural kind of confluence of events going on with all of the little festivals, weekend events, bigger holiday events, special events, Music-On-The-Square and Brews and Tunes, and Farmers Market. Alderman Wolfe said would like for the Board to have a discussion about a summer schedule where we can plan on maybe our Main Street for becoming more or less a public park that people can count on during the summers months, when we have the majority of events going on. Alderman Wolfe said maybe it could run concurrent with Music-On-The-Square schedule, and he feels that the Board needs to have a discussion in regard to that. He said we do have bollards on either end of the street and it will take some police presence, as he is well aware of. Alderman Wolfe said when you establish hats and people are coming to Jonesborough when they want to do something, and that is a healthy thing for a merchant base and a healthy thing for tourism, and it is a healthy thing for people in general to be able to socialize and enjoy the community together and being able to do so in a safe manner. Alderman Wolfe said there are plenty of ways to get around that portion of Main Street, and he would like for the Board to bring that discussion and potentially introduce times when people could know that from Friday afternoon until Sunday afternoon, after Brews & Tunes, Jonesborough is the place to be.

Alderman Dickson expressed his thank you to the Mayor and Aldermen for attending the Volunteer Recognition that was put together by the Jonesborough Community Chest. Alderman Dickson said that three individuals were recognized which were: Dona Lewis, Rufus Houston, and Eric Rice who was recognized as the youth volunteer. Alderman Dickson said volunteerism is a big piece of making our community cohesive and we are very appreciative to our volunteers.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had comments. Jim Wheeler replied no.

The first item under new business was setting work session meeting dates for the FY23-24 budget process. Board members discussed the dates they could be available to meet. Mayor Vest called for a motion. Alderman Dickson made the motion made the motion to approve the following FY23-24 budget work session meetings: Tuesday, May 23, 2023 at 6:00 pm, Wednesday, May 31, 2023 at 6:00 pm, and Tuesday, June 6, 2023 at 6:00 pm, and that Town staff check the availability of a meeting room at the Storytelling Center. Alderman Wolfe seconded the motion and it was duly passed.

The next item on the agenda was the renewal of the International Storytelling Building Lease. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Wolfe said in reading through the presentation, there are several things that are outlined as potential needs and some of them were a little expensive. Alderman Wolfe said there was some discussion in the letter from Storytelling about wanting to have an escrow created from the monies that Storytelling would pay for the lease that are over our debt service for the loan and then use that escrow money to help with repairs. He said there was an assumption made that the Board was of a similar mind that we to continue

the relationship as landlord and tenant, and it has been ten years and he feels the Board needs to at least have a discussion about are we comfortable because the building is getting older. Alderman Wolfe said it is noted that there are several fire alarm expense, control panel, sprinkler heads, etc. and there is going to be more of that. Alderman Wolfe said the Board needs to acknowledge, and deliberately so, if we want to continue to be responsible for this relationship where we are a landlord and we have a tenant; especially when it is talked about in terms that you are not really get any lease payments made above debt service to be put in an escrow to be put back into the building. Alderman Wolfe said the Board needs to say ok we are willing to do this because of economic development reasons or we need to say the building is getting older we need to come up with a schedule, and have an engineer and architect to look at the building, to tell us here are some expected expensive type things or we need to say maybe it would be a good time for this organization to purchase this building. Alderman Wolfe said the whole point of the Town owning it was to save it from being sold on the Courthouse Square, which was where it was headed; and he was intimately involved in making sure that did not happen and very glad to do that. Alderman Wolfe said there was a \$5,000,000 debt and the Town bought it for \$1,000,000. Alderman Wolfe said he feels there needs to be a bigger discussion than one month. Alderman Wolfe made the motion amend the recommendation to extend the International Storytelling Lease from thirty (30) days to ninety (90) days. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was the Change Order for the Jackson Theatre from East Tennessee Sprinkler Company, Inc. in the amount of \$4,300 for resolving fire line locations. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Wolfe made the motion to approve the Change Order for the Jackson Theatre from East Tennessee Sprinkler Company, Inc. in the amount of \$4,300 for resolving fire line locations as presented and seconded by Alderman Dickson. Town Administrator Glenn Rosenoff said one point that was mentioned by Alderman Dickson that there was a previous change order of \$14,200 which was initially approved approximately two years ago from the time the inmate crew had stopped working on the Jackson Theatre. Glenn Rosenoff said he thinks the \$4,300 that is recognized in today's agenda, should really in his opinion, be added to the other \$14,200 that was a previous change order in the project. Mayor Vest asked if that was not approved in the past. Glenn Rosenoff said he really doesn't recall it, and asked that the previous change order (\$14,200) be recognized for approval as well as the current change order (\$4,300). Alderman Wolfe amended his motion to reflect, in case it wasn't approved before, the \$14,200. Alderman Causey asked if this money was in the budget. Glenn Rosenoff said anything on the Jackson Project that is going to go over the contracted price will have to be reconciled at the end, because basically there is no contingency left in the Jackson project. Alderman Countermine asked where does the money come from. Glenn Rosenoff said typically you would reconcile 60 to 90 days before the project ends all the different change orders will come to say where are on the project. Mr. Rosenoff said any change orders not approved will basically stall the project. Alderman Countermine voiced his concerns about where the money will be coming from because with the current tax structure the Town is struggling. Alderman Causey asked if during the work session meetings the Board could get accurate figures on the Jackson Project. Mayor Vest call

for the vote. Upon call of the roll, the following Aldermen voted Aye: Alderman Wolfe, Alderman Dickson and Alderman Countermine. Alderman Causey passed. Aldermen voting Nay: None. The motion carried.

The next item on the agenda was approval of the Employee Health Care Plan for Fiscal Year 2023-2024. The Blue Cross-Blue Shield (BCBS) proposal came in at an 8.53% cost increase in coverage with and the current United Health (UH) Insurance proposal came in at a 14.5% increase and also an increase in the vision and dental plan. The only exception of the BCBS Plan was a \$5.00 increase in the office visit co-pay (\$25.00 to \$30.00) and with no increase in the vision and dental plan. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to approve contracting with Blue Cross-Blue Shield for the Employee Health Care Plan for Fiscal Year 2023-2024 beginning June 1, 2023 and ending May 31, 2024. Alderman Causey seconded the motion and it was duly passed.

The next on the agenda was the 2023 Wetlands Water Park season in regard to the Employee Compensation Plan, café menu items, and admission pricing. There is an increase in our concession items this year, with an aggregate total of a 6.3% increase in food prices this year. Staff is proposing a 10% increase in Café items this year; and have limited the menu to our most popular items and also eliminated items that took too long to prepare, which caused long wait times in presenting food to the customer. Staff has looked at the need of a possible fee increase this year to help offset the cost of repairs and inflationary pressures that are beyond our control and noted that we are currently comparable to our competitors and may want to look more toward season passes. Mayor Vest suggested rounding the café costs and allow increases as deemed necessary. Mayor Vest asked the Aldermen if they had questions or comments. There being none, Alderman Countermine made the motion to approve the following three recommendations as presented by staff: (1) 2023 Wetlands Employee Compensation Plan; (2) Café menu items with rounding the café costs and allow increases as deemed necessary; and (3) continue current admission prices for this season. Alderman Causey seconded the motion and it was duly passed.

**WETLANDS WATER PARK
COMPENSATION PLAN
2023 SEASON**

<u>GRADE</u>							
6	13.00	13.25	13.50	13.75	14.00	14.50	14.75
5	12.00	12.25	12.50	12.75	13.00	13.50	13.75
4	11.00	11.25	11.50	11.75	12.00	12.50	12.75
3	10.00	10.25	10.50	10.75	11.00	11.50	11.75
2	9.00	9.25	9.50	9.75	10.00	10.50	10.75
1	8.00	8.25	8.50	8.75	9.00	9.50	9.75

STEP 1 2 3 4 5 6 7

All new employees (including non-consecutive returning employees) will begin at the appropriate grade on Step 1 regardless of experience. Step 7 is the maximum amount any employee Grades 1-4 can earn.

Employees in grades 5 and 6 will receive a 3% increase if they continue employment beyond step 7.

CLASSIFICATION GUIDELINES

- GRADE 6** SEASONAL OPERATIONS MANAGERS
- GRADE 5** ADMINISTRATIVE ASSISTANTS, HEAD LIFEGUARD,
CAFÉ SUPERVISOR
- GRADE 4** LIFEGUARD
- GRADE 3** SLIDE ATTENDANTS
- GRADE 2** MAINTENANCE, COOK
- GRADE 1** GREETER, CASHIER, CUSTOMER SERVICE

BONUS INCENTIVES*

- GRADE 6** \$300 performance bonus incentive at the end of the season
- GRADE 5** \$250 performance bonus incentive at the end of the season
- GRADE 4** \$1.00 per hour worked bonus incentive at the end of the season
- GRADE 3** \$0.75 per hour worked bonus incentive at the end of the season
- GRADE 2** \$0.50 per hour worked bonus incentive at the end of the season
- GRADE 1** \$0.25 per hour worked bonus incentive at the end of the season

*Satisfactory performance and season completion will determine eligibility. Any active employee, regardless of their school/work schedule, will be expected to work the hours scheduled by the Water Park Director/Manager. This schedule will be based on the needs of the facility and all employees will be expected to adhere to this schedule. If the employee attends college out of town, they will be worked into the schedule as needed and/or based on their availability. They will be expected to satisfy the hours scheduled by the Water Park Director/Manager.

Wetlands Waterpark Concessions Prices

Based off of a 6.3% increase in total costs of goods purchased from last year. I'm proposing a 10% average price increase for every item across the board to allow for potential bumps in prices throughout the season.

<u>Item</u>	<u>2022 prices</u>	<u>Proposed 2023 prices</u>
Hamburger	5.50	6.00
Cheeseburger	6.00	6.50
Hot Dog	3.50	3.85
Chili Dog	3.75	4.00
Chicken Fries	5.00	5.50
French Fries	3.00	3.30
Nachos w/cheese	3.75	4.00
Nachos w/chili	4.00	4.25
Cheese Sticks	4.00	4.50
Pretzel	2.50	2.75
Pretzel w/cheese	2.75	3.00
Chips	2.00	2.25
PB&J Uncrustable	3.00	3.25
Itti Bitz (Dippin Dotz)	3.00	3.30
Ice Cream Sandwich	2.00	2.25
<u>Fountain Drinks</u>		
Small	2.00	2.25
Large	3.00	3.25
Bottled Water	2.50	2.75

Admission Prices

Daily: Free (Children 3 years old & under)

 \$10 (Children 4 – 12 years old)

 \$12 (Adults – 13 – 54 years old)

 \$10 (Seniors – 55+)

 Sunday Funday - \$10

 Family 4 Pak - \$40

Season Passes: Free (Children 3 years old & under)

 \$60 (Children 4 – 12 years old)

 \$80 (Adults – 13 – 54 years old)

 \$60 (Seniors – 55+)

The next item on the agenda was the Visitor Center Reorganization Plan. Mayor Vest said the following recommendations are being presented by Town staff: (1) Eliminate the full-time position of Events Coordinator; (2) Approve the full-time position of Director of Special Events; (3) Eliminate the full-time position of Gift Shop Coordinator; (4) Approve the full-time position of Visitor Center Manager; (5) Approve the part-time position of Events Coordinator; (6) Approve Amber Crumley to the position of Director of

Special Events at Grade 13 Step 12; (7) Approve Matt Gulley to the position of Visitor Center Manager at Grade 7 Step 1; (8) Approve Gregg Clark to the position of part-time Events Coordinator; (9) Approve a new Host/Hostess position for the Visitor Center, and (10) Approve the three new position descriptions as presented. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to approve the Visitor Center Reorganization Plan as presented, seconded by Alderman Causey and duly passed.

TOWN OF JONESBOROUGH DIRECTOR OF SPECIAL EVENTS

GENERAL DESCRIPTION:

Initiates and follows through in the planning, organization and implementation of Town events and programs for the Historic Jonesborough Visitors Center and Department of Tourism. Supervises Visitors Center staff. Works under the direct supervision of the Tourism & Main Street Director.

ESSENTIAL FUNCTIONS OF JOB:

- Provides leadership in undertaking all Jonesborough sponsored events, such as Jonesborough Days, Halloween Haunts & Happenings, Christmas in Olde Jonesborough, etc.
- Chairs event planning committees, delegating work tasks, establishing budgets, utilizing the Jonesborough Event/Activity Planning Guide, monitoring progress, and conducting evaluations;
- Assists in developing an annual budget, keeping track of budgeted expenditures and maintains a sound financial management program and record keeping system for the center and the Department of Tourism;
- Oversees operations for the physical assets and facilities of the center;
- Understands conditions and regulations governing various programs and projects, including important milestones and reporting schedules;
- Participates in meetings necessary to carry out various projects and activities;
- Assist in obtaining regulatory approvals necessary to undertake projects and activities;
- Works with consultants needed for technical considerations in projects and activities;
- Helps sequence work, obtain supplies, organize manpower and schedule assistance with projects and activities;
- Keeps accurate records of activities, meetings, contacts, etc.;
- Provide administrative staff with forms, expectations, and documentation necessary to keep accurate accounting of financial activity related to projects and activities assigned;
- Develops strategies to overcome roadblocks to accomplishing work tasks;
- Communicates with the various parties participating in projects and activities keeping them informed of schedules and milestones;

- Prepares and forwards reports and updates as required to funding agencies, and communicates funding deadlines and documentation requirements to administrative staff;
- Assists in communicating with residents through various media outlets about various projects and activities;
- Attends workshops, conferences, etc. that facilitate obtaining the knowledge and education necessary to obtain grant assistance and initiate projects that achieve the goals of the Town;
- Evaluates implementation of activities and the process used to undertake work tasks, and makes suggestions for a more efficient operation;
- Assists Marketing Team with event-related marketing efforts;
- Builds and maintains relationships through networking, tracks and implements promotional opportunities;
- Assists Tourism & Main Street Director with all tourism related activities and events in town; such as FAM/Writer Tours, Group Tours, etc.;
- Implements, oversees usage of and maintains the towns ticket-selling activities through our ticketing software for various departments and events in town (including all Jonesborough Repertory Theatre performances and Season Pass Sales, ticketed events at the Jonesborough Visitors Center, the Jonesborough Yarn Exchange, Heritage Alliance ticketed events, McKinney Center ticketed events, etc.);
- Responsible for completion of all ticketed event audits/financial audits to be completed for the Town Recorder's office;
- Works with the Heritage Alliance in overseeing the operation and maintenance of the museum's physical assets and admission in to the museum;
- Participates in media interviews;
- Performs related tasks as required.

Required Knowledge, Skills and Abilities:

Strong knowledge of computers and specific software/media packages necessary for the job and the ability to share knowledge or train fellow staff members. Ability to provide proper supervision to the Visitors Center Hostess Staff; Ability to establish and maintain an effective working relationship with the general public, town departments and fellow employees; General public relation skills; Strong knowledge of organization and ability to multi-task; Self-motivated individual; Effective oral and written communication skills; General marketing and promotional skills; Ability to operate sound, lighting, audiovisual, photographic and office equipment. Sensitivity to the historical nature of Jonesborough and the importance of history to the growth and development of Jonesborough. Ability to work weekends and evenings if necessary. Must possess a valid Tennessee Operator's License.

Acceptable Experience and Training:

Must possess a high school diploma or GED; graduation from an accredited college or university with a degree in communications, public or community relations work;

recreation administration, marketing or related field with an equivalent combination of five years minimum experience preferred, or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Other Requisites:

From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employees in this class may be required to work overtime, weekends, holidays and may be in an on-call status from time to time. This job description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Tasks involve frequent walking, standing, light lifting and carrying (10-20 lbs.); manual dexterity in the use of fingers, limbs or body in the operation of shop and office equipment; may involve extended periods of sitting at a keyboard. Operation of vehicles, hand tools in which manipulative skills and hand-eye coordination are important ingredients of safe and/or productive operations.

Environmental Requirements: Tasks may require frequent exposure to adverse environmental conditions.

Sensory Requirements: Tasks require visual perception and discrimination. Tasks require oral and written communication skills. Task requires color perception and discrimination.

Reasonable Accommodation(s): Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 13

Exempt

May 8, 2023

TOWN OF JONESBOROUGH VISITORS CENTER MANAGER

GENERAL DESCRIPTION:

Initiates and follows through in the planning, organization and implementation of Visitors Center, Old Town Emporium Gift Shop items and tourism-related activities and programs for the Historic Jonesborough Visitors Center and Department of Tourism. Oversees the Visitors Center staff and the day-to-day operation of the center. Works under the direct supervision of the Director of Events.

ESSENTIAL FUNCTIONS OF JOB:

- Provides necessary supervision and support to ensure that the multi-purpose facility is run efficiently and cost effectively; that the community takes full advantage of the center, that the Town of Jonesborough is promoted as a tourist attraction; and that visitors and residents utilize the services at the center;
- Assist in setting up a promotional program, including social media pages, for our rental facilities, informing potential clients of the multi-purpose facilities and services available, and of the financial and other requirements necessary for obtaining these facilities and services;
- Assists in developing an annual budget; keeps track of budgeted expenditures and maintains a sound financial management program and record keeping system for the center and the Department of Tourism;
- Oversees daily operations for the physical assets and facilities of the center;
- Develops comprehensive training guides/manuals for employees;
- Responsible for training or oversees training of the hostess staff on proper, efficient and safe use of all center equipment, cash register, computer, etc.
- Conducts regular staff/Visitors Center meetings;
- Oversees all financial records, reports and deposits while keeping track of all revenue on a daily, monthly, yearly basis;
- Assists with tourism related activities and events in town;
- Supervises a system of keeping track of visitation number and statistics;
- Responsibility for the rental of two rooms within the Visitors Center;
- Supervises the completion and negotiation of contracts and invoices with users of the Visitors Center, as well as determining the sponsor needs for each event including a/v equipment, tables, chairs, etc.;
- Maintains an accounts receivable file for Visitors Center rental payments;
- Responsible for scheduling of all hosts at the Visitors Center for all rentals, special events, classes, exhibits, etc.;
- Supervises the sales operations, including decisions on items to sell (with approval from the Director of Events or the Tourism & Main Street Director), pricing, product development and promotion for all items within the Old Town Emporium;
- Oversees programming and maintenance of the gift shop register and computer; including keeping control of inventory;

- Helps to schedule and prepare set-ups for various center and rental activities;
- Oversees any arrangement of rotating exhibits or temporary consignment vendors in the Old Town Emporium;
- Assists in planning town-related events and center activities; such as: Jonesborough Days, At Home with Santa, Made Around Here Market, Celebration of Trees, the Garden Gala, Donald Davis Storytelling Concerts and any other events involving the Visitors Center;
- Supervises activities related to providing quick and accurate responses to requests for information received at the center;
- Works with the Heritage Alliance in overseeing the daily operation and maintenance of the museum's physical assets and admission to the museum;
- Participates in media interviews regarding center activities;
- Assists and oversees social media pages for the Visitors Center and Old Town Emporium on Facebook, Instagram and Pinterest;
- Performs related tasks as required.

Required Knowledge, Skills and Abilities:

Strong knowledge of computers and specific software/media packages necessary for the job and the ability to share knowledge or train fellow staff members. Ability to provide proper supervision to the Visitors Center Hostess Staff; Ability to establish and maintain an effective working relationship with the general public, town departments and fellow employees; General public relation skills; Strong knowledge of organization and ability to multi-task; Self-motivated individual; Effective oral and written communication skills; General marketing and promotional skills; Ability to operate sound, lighting, audiovisual, photographic and office equipment. Sensitivity to the historical nature of Jonesborough and the importance of history to the growth and development of Jonesborough. Ability to work weekends and evenings if necessary. Must possess a valid Tennessee Operator's License.

Acceptable Experience and Training:

Must possess a high school diploma or GED; graduation from an accredited college or university with a degree in communications, public or community relations work; recreation administration, marketing or related field with an equivalent combination of five years minimum experience preferred, or any equivalent combination of experience and training which provides the required knowledge, skills and abilities.

Other Requisites:

From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist other employees occupying a different position. Employees in this class may be required to work overtime, weekends, holidays and may be in an on-call status from time to time. This job description should not be construed as an all-inclusive statement of every task required of this position, but as a fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary additional assignments, which under no circumstances are intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Tasks involve frequent walking, standing, light lifting and carrying (10-20 lbs.); manual dexterity in the use of fingers, limbs or body in the operation of shop and office equipment; may involve extended periods of sitting at a keyboard. Operation of vehicles, hand tools in which manipulative skills and hand-eye coordination are important ingredients of safe and/or productive operations.

Environmental Requirements: Tasks may require frequent exposure to adverse environmental conditions.

Sensory Requirements: Tasks require visual perception and discrimination. Tasks require oral and written communication skills. Task requires color perception and discrimination.

Reasonable Accommodation(s): Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

**Classification: 7
Non-Exempt
May 8, 2023**

**TOWN OF JONESBOROUGH
EVENTS COORDINATOR/PART TIME**

GENERAL DESCRIPTION:

Employee assists the Director of Special Events in planning and facilitating special events for the Town. Employee will also perform duties as a Host/Hostess when not required to assist in event activities. Schedule will include nights, weekends and some holiday work. Work is reviewed for conformity to general policies and effectiveness. Specific assignments are reviewed in detail. Works under the direct supervision of the Director of Special Events and the general supervision of the Tourism Director. The position is part time.

ESSENTIAL FUNCTIONS OF THE JOB:

- Assists with the planning and implementation of Town of Jonesborough, sponsored and cosponsored, events such as Jonesborough Days, Halloween Haunts & Happenings, Christmas in Olde Jonesborough, Easter Eggstravaganza, Music on the Square Fundraiser, etc.
- Will be present to assist with day of event functions for all events mentioned above, as well as assistance with cosponsored events such as JAMSA events, Garden Gala, Goose Chase runs, etc.
- Assists, as needed, on event days for set up/clean-up of Main Street activities;

- Assists with the set up and break down/clean-up of various town and town co-sponsored events;
- Will assist with event check in tables for various events such as Jonesborough Days Kick Off Dinner, Music on the Square Fundraiser, Downtown at Dusk events for JAMSA, etc.
- Assists with pricing, inventory, product development and promotion of items within the Old Town Emporium;
- Works with the Visitors Center Manager on a calendar for outdoor/portico décor needs, this would include holidays, town events, JAMSA events, etc.
- Assists with all visual merchandising within the Old Town Emporium and inputting inventory into our register system;
- Assists with basic clerical work as needed and any other work deemed necessary by administrative staff at the discretion of Director of Events;
- Will continue to serve, when needed, as a host at the Jonesborough Visitors Center, with duties to include selling ticketing for various events, opening/closing center, greets visitors, assist with rentals, promotes the Jonesborough/Washington County History Museum, etc.
- Assists in training new hosts to the center on product information and sales procedures;
- Performs related tasks as required.

KNOWLEDGE AND ABILITIES:

High school graduate with the ability to work flexible hours including evenings and weekends; excellent public relations skills; ability to follow oral and written instructions and a willingness to accept supervision; basic office skills; physical ability to set-up chairs, tables, etc.; ability to learn operation of audiovisual equipment, lights, working knowledge of computers and commonly used software programs such as Word and Excel as well as the general Windows operation software, etc. Must possess a valid Tennessee Operator's License.

OTHER REQUESTS:

From time to time the incumbent may be assigned special duties by a superior or, on a temporary basis, may be asked to assist employees occupying a different position. Employees in this class may be required to work overtime, holidays and may be in an on-call status from time to time. This job description should not be construed as an all-inclusive statement of every task required of this position, but as fair representation of the great majority of the work. Every effort will be made in advance to inform the incumbent of the temporary assignment, which under no circumstances is intended to constitute a demotion.

ADA REQUIREMENTS:

Physical Requirements: Tasks involve frequent walking, standing, light lifting and carrying (10-20 lbs.); manual dexterity in the use of fingers, limbs or body in the operation

of shop and office equipment; may involve extended periods of sitting at a keyboard. Operation of vehicles, hand tools in which manipulative skills and hand-eye coordination are important ingredients of safe and/or productive operations.

Environmental Requirements: Tasks may require frequent exposure to adverse environmental conditions.

Sensory Requirements: Tasks require visual perception and discrimination. Tasks require oral and written communication skills. Task requires color perception and discrimination.

Reasonable Accommodation(s): Reasonable accommodation(s) if needed will be provided for the employee to perform the required job with adequate strength, dexterity, coordination and visual acuity and in a manner that does not pose a direct threat to the health or safety of the employee or others in the workplace.

Classification: 5

Non-Exempt

May 08, 2023

The next item on the agenda was for a sewer easement and property for the roadway through the Slonaker property, 1015 Boones Creek Road, Parcel 57.00, Washington County Tax Map 52. Mayor Vest said this is related to the new Jonesborough K-8 School project. Mayor Vest asked the Aldermen if they had any further comments or questions. Alderman Wolfe said this a very good deal for the Town. Alderman Wolfe said the new school which is going to be a focal point of a lot of activities around town, needs as many major entrance and exists points in order to help traffic flow in an orderly manner so that we don't create a bottle-necks; and more importantly it will tie into Boones Creek Road. Alderman Wolfe said there is a potential that Boones Creek Road which there is a potential that road could receive some significant funding from TDOT in the near future for an upgrade and could potentially create a center turn lane. Alderman Wolfe expressed his appreciation to Mayor Vest for his efforts on negotiating with the Slonaker family. Alderman Wolfe made the motion to approve the two documents as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT 2 DOCUMENTS

The next item on the agenda was to consider offering Darrel Beals an opportunity to sell his property. Town Attorney Jim Wheeler said it needs to be clarified that this is not a deal, it is just approving an offer and Mr. Beals may or may not accept this offer. Jim Wheeler said in his opinion the Town may be less likely collect, potentially never, collect on the fines owed by Mr. Beals, who is currently incarcerated this evening. Mr. Wheeler said Darrel Beals, was ordered this morning, to be released daily during week days, 8:00 am – 5:00 pm, only to be allowed to go to the property and work on the property. Mr. Wheeler said he does not anticipate that much will happen, so he felt this is a way that they felt would give Mr. Beals some incentive to sell the property. Alderman Countermine asked how much control does the Town really have over who Mr. Beals

really says his property too? Attorney Wheeler said the Town has no control over whether Mr. Beals even sales his property. Attorney Wheeler said it will be the waiving of these fees, and he had taken it more step which was ask for judgement on the fees, which were ordered by the Court, but they are civil penalties so we file a judgement on them. Attorney Wheeler said then the Town would waive that lien in the future if he sells for something that the Town is agreeable. Alderman Wolfe said in other words, the Town does not get to determine who Mr. Beals sells the property to. Attorney Wheeler said that is correct. Attorney Wheeler said the Board will be giving the Town Administrator the authority to handle this, and what they would do to is go ahead and file lien so that the Town will have control over to decide if they want to go with the lien. Alderman Wolfe asked if that is based on who owns it and what they are doing with it if Mr. Beals decides to sell it. Attorney Wheeler said this will be as Mr. Beals sales it, which would be limited as part of the closing. Attorney Wheeler said if Mr. Beals sales his property, the Town could not get in the middle of the sale, but the Town can asked to see the settlement statement with the contract to try to figure act if its an actual sale. Jim Wheeler said they think by the time it is passed on the judgement through the court, it will be about \$75,000 in fees. Mr. Wheeler said it is a great incentive but Darrell Beals is very unpredictable. Mayor Vest asked if they were additional family members. Jim Wheeler said yes, but they will not getting involved at all. Board members asked about condemnation of the property. Attorney Wheeler said the Town would not only have to pay to clean it up, but the Town would have to have a public reason to condemn the property and what it will be used for. Attorney Wheeler said it could get to the point that it is determined that the house is not fit for Mr. Beals to live there, and possible demolish the house but the property will still be setting there. Attorney Wheeler said when you get liens for things like that for cleaning it up, you can't turn around and force the sale. Mr. Wheeler said the Judge did order that the Town can remove the vehicles and we are working through the process with the Police Chief to do that. Alderman Wolfe made the motion to approve the recommendation to make an offer to Darrell Beals the option for the Town to purchase his property. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was a proposal from Clark Nexsen Architects for the design of the concession/restrooms at the Jonesborough K-8 School athletic complex in the amount of \$93,000. Mayor Vest said he feels that \$93,000 is too much, and asked Town Administrator Glenn Rosenoff if the Town could counter-offer that amount. Glenn Rosenoff said his opinion is no. Mr. Rosenoff said Bob Browning, Project Manager, has gone back and forth with them three or four times to get it to where the \$93,000 is a lump sum total. Mr. Rosenoff said at some point if it was going to go over the \$93,000 or the budget cost of the concession was going to go over then there was originally an amount of ten percent (10%) additional fees beyond the \$93,000, which was a lump sum to get it done. Mr. Rosenoff said he agrees the \$93,000 is high. Alderman Wolfe said what with the nature of this project and you are talking about spending \$42 million dollars on the school, proportionally speaking it is high as far as a fee for designing a concession stand, but that is the nature of project that we are in. Alderman Wolfe said it is a big project and the architect is set up and they have done of the rest of it and he feels this is just part of the turf we are on at this stage. Mayor Vest asked the Aldermen if they had any comments or questions. Glenn Rosenoff said it would be hard to pivot with another architectural firm

to start from scratch and then the project would be stalled. Alderman Wolfe made the motion to approve the proposal from Clark Nexsen to design the concession/restrooms with a lump sum amount of \$93,000.00 based on funding through contingency or the athletic fields budget, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT PROPOSAL

The next item on the agenda was the construction of a traffic circle and paving of the northern lane for the new Jonesborough K-8 School project. Mayor Vest said there is a dangerous intersection at North Cherokee and Skyline Drive, and it has always been a part of the plan as the new school was being built to fix that intersection and install a traffic circle to make it safer. Mayor Vest said the recommendation is to approve Summers Taylor Bid Proposal to construct the traffic circle and to fund said part of the project from soil contingency at a cost of \$228,377.70, and to pave the northern lane into the school property at a cost of \$265,623.00 from the School Project costs as part of BurWil's project contingency subject to the Town Attorney's review and approval. Alderman Wolfe made the motion, seconded by Alderman Causey, to approve Summers Taylor Bid Proposal to construct the traffic circle and to fund said part of the project from soil contingency at a cost of \$228,377.70, and to pave the northern lane into the school property at a cost of \$265,623.00 from the School Project costs as part of BurWil's project contingency subject to the Town Attorney's review and approval, as presented. Mayor Vest asked if there was any other discussion. Town Attorney Jim Wheeler said he has reviewed this presentation today. Jim Wheeler said one of questions that came up being this is not necessarily in the scope of the original contract, and if there is any problem or do we need to bid this. Jim Wheeler said he has looked at this and talked to MTAS today extensively and because this is an extension its coming out of the builder's contingency, and it's not coming out of project costs there was no need to bid it out. Mayor Vest called for the vote, and upon call of the roll, the motion was duly passed.

The next item on the agenda was a Resolution authorizing the issuance of a one-year interest bearing taxable General Obligation Capital Outlay Note, Series 2023, in an amount not to exceed \$1 million in the event that the TDEC ARPA funds for \$1.05 million to reimburse for the meter replacement program take longer than expected. Mayor Vest asked Finance Director Robert Anderson for his comments. Robert Anderson said he received the Comptroller's approval regarding our proposed capital outlay note issue, as well as the draft resolution from Tennessee Municipal Finance. Mr. Anderson said he included a narrative within the special projects section of the financial report regarding the water funding status that detailed the potential need for this issuance should the town not receive it's \$1.05 million TDEC ARPA reimbursement in a timely manner (funding is essential no later than June 19th). Community Development Partners is currently working with the State regarding this reimbursement and we know the process is getting closer; however, we still do not have a firm confirmation of when this will be. Mr. Anderson said passage of this Resolution would allow the Town to borrow these funds should it be required and the Town not receive its reimbursement when needed. Mr. Anderson said if the funds do become available in the meantime no issuance is required and there is no

associated cost to the Town. Mayor Vest asked the Aldermen if they had any comments or questions. With there being none, Alderman Countermine made the motion to approve the Resolution authorizing the issuance of a one-year interest bearing taxable General Obligation Capital Outlay Notes, Series 2023, in an amount not to exceed \$1,000,000.00 and providing the payment of said notes, in anticipation of receipt of the TDEC ARPA reimbursement in the amount of \$1,005,000.00 to the Town of Jonesborough for the cost of acquisition and installation of automated meter reading infrastructure for the Town's water system. Alderman Dickson seconded the motion and it was duly passed.

There being no further business the meeting was duly adjourned.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

WORK SESSION

MAY 23, 2023

The Board of Mayor and Aldermen (BMA) met in a Work Session on Tuesday, May 23, 2023 at 6:00 p.m., at the Visitors Center, 117 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Robert Anderson, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The purpose of the Work Session was discussion of the FY23-24 Budget for the General, Drug, Solid Waste, and Water/Sewer funds.

With no formal action acted upon and there being no further business for discussion, Mayor Vest adjourned the work session.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

WORK SESSION

MAY 31, 2023

The Board of Mayor and Aldermen (BMA) met in a Work Session on Wednesday, May 31, 2023 at 6:00 p.m., at the Visitors Center, 117 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Robert Anderson, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The purpose of the Work Session was discussion of the FY23-24 Budget for the General, Drug, Solid Waste, and Water/Sewer funds.

With no formal action acted upon and there being no further business for discussion, Mayor Vest adjourned the work session.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

WORK SESSION

JUNE 6, 2023

The Board of Mayor and Aldermen (BMA) met in a Work Session on Tuesday, June 6, 2023 at 6:00 p.m., at the Visitors Center, 117 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Adam Dickson, and Alderman Kelly Wolfe. Alderman Terry Counterline was absent. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Robert Anderson, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The purpose of the Work Session was discussion of the FY23-24 Budget for the General, Drug, Solid Waste, and Water/Sewer funds.

With no formal action acted upon and there being no further business for discussion, Mayor Vest adjourned the work session.

ROBERT ANDERSON, RECORDER

CHUCK VEST, MAYOR

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 2

SUBJECT: Approval of Bills

Attached for BMA approval is the list of bills for August 2023

Check Register - General Fund - August 2023

08/01/23	106839 - 106866	\$16,477.06
08/03/23	106867 - 106959	\$101,704.72
08/08/23	106960 - 106964	\$53,049.13
08/09/23	106965 - 106969	\$4,141.26
08/09/23	106970 - 107018	\$67,447.27
08/10/23	107019 - 107021 FY 22/23	\$12,221.00
08/15/23	107022	\$33,834.50
08/16/23	107023 FY 22/23	\$41,038.78
08/17/23	107024 - 107111	\$75,936.01
08/22/23	107112 - 107116	\$39,797.57
08/23/23	107117 - 107119 FY22/23	\$16,303.03
08/23/23	Lost checks voided	(\$3,388.07)
08/24/23	107120 - 107140	\$2,350.39
08/24/23	107141 - 107161	\$107,736.66
08/25/23	107162 - 107163	\$15,421.05
08/29/23	107137 - void	(\$500.57)
08/30/23	107164 - 107172	\$30,111.76
08/30/23	107173	\$489.49
8/30/23	107211	\$1,000.00
		\$615,171.04

Check Register- Water Fund - August 2023

08/01/23	66148 - 66162	\$6,268.36
08/03/23	66163 - 66203	\$57,029.21
08/08/23	66204 - 66210	\$80,938.67
08/09/23	62211	\$635.62
08/09/23	62212 - 66226	\$246,798.49
08/10/23	66227 - 66228 FY 22/23	\$6,354.25
08/15/23	66229	\$61,838.79
08/16/23	66230 FY 22/23	\$148.56
08/17/23	66231 - 66266	\$69,816.90
08/22/23	66267 - 66273	\$152,658.99
08/23/23	66274 - 66275 FY 22/23	\$7,831.97
08/23/23	Lost checks voided	(\$434.47)
08/24/23	66276 - 66277	\$187.61
08/24/23	66278 - 66287	\$961,142.54
08/25/23	66288	\$899.74
08/30/23	66289	\$88.11
08/30/23	66290	\$1,503.19
		\$1,653,706.53

Check Register -Sanitation Fund - August 2023

08/01/23	10117 - 10118	\$950.00
08/03/23	10119 - 10128	\$1,737.20
08/08/23	10129 - 10131	\$2,812.98
08/09/23	10132 - 10135	\$11,915.37
08/17/23	10136 - 10146	\$7,914.10
08/22/23	10147 - 10148	\$2,378.58
08/24/23	10149 - 10153	\$8,429.95
		\$36,138.18

Check Register -School Fund August - 2023

08/10/23	1124 FY22/23	\$396,223.98
08/10/23	1125-1128	\$994,545.13
08/16/23	1129	\$364,764.31
		\$1,755,533.42

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 3

SUBJECT: Town Administrator Report

Employee Hire/Promotions/Resignations – August 1, 2023 – August 31, 2023

Employee Hires:

- 8-1-23 – Logan Miller – Building Inspector @ Grade 14 Step 1 (\$57,802)
- 8-21-23 – Timothy Sjogren – Meter Reader @ Grade 3 Step 1 (\$33,122)
- 8-21-23 – Robert Humphrey – Water Worker 1 @ Grade 2 Step 1 (\$31,836)

Transfers:

- 8-7-23 – Dalton Willis – Wastewater Dept - Transfer from Maintenance Technician to Construction Worker I @ Grade 2 Step 1 (\$31,836)
- 8-21-23 – Brody Jones – Water Distribution – Transfer from County Crew to Town Crew (same Grade & Step) Water Worker I @ Grade 2 Step 1 (\$31,836)

Employee Resignations/Retirements:

- 8-8-23 – Charles Baker resigned as Recycle Collection Driver/Operator (Solid Waste)
- 8-18-23 – Jonathan Dixon resigned as Recycle Collection Worker (Solid Waste)
- 8-31-23 – Gabriel Aldridge resigned as Water Worker I (Water Distribution)

Tim Hensley- Equipment Operator 2, Solid Waste & Recycling – Retiring Nov. 17, 2023

MEMORANDUM

To: Glenn Rosenoff, Town Administrator
From: Craig Ford, Operations Manager
Ref: August 2023 Monthly Report
Date: September 07, 2023

The month of August was certainly a busy one. The storm we received on August 15, created a tremendous amount of damage within the Town. I will address that more in length at the end of my report.

The Street Department is currently working on the installation of the drainage on North Cherokee Street in order to complete this project in time for a private contractor to install the curbing, sidewalk, and asphalt.

I completed a new Parks ordinance this month in preparation for the September Board of Mayor and Alderman meeting. I solicited review and comments from Rachel Conger as well as Police Chief Matt Rice.

I also assisted in the creation and draft of the Director of the Jackson Theatre position description and the Leeboy paver rental agreement.

We were also able to complete the installation of the new HVAC system for the Boone Street Market. There were several things that slowed the project, such as ordering the materials, moving the hot water heater in a storage closet and penetrating the membrane roof.

We finally received the approval to make the roof penetration ourselves, then Barnard Roofing came in to make sure the roof was properly sealed. The new HVAC system went online Friday, September 01, 2023.

With the funding secured by yourself and Robert, I was able to get eight (8) bids drafted and submitted for capital projects for the 2023/2024 budget year. The bids were as follows:

1. New roof and guttering for the Elmer Gillespie Building
2. New roof and guttering for the Fitness Center Building
3. Curbing, Milling, and Paving for Boone Street
4. Parking lot asphalt and concrete work for Lincoln Park parking lot
5. Curbing, sidewalk, and paving of North Cherokee Street and Thompson Meadow Lane
6. New building for the Street Department
7. New building for Solid Waste Department
8. New sidewalk on West Main from Washington Avenue to Third Avenue

Also included in the capital funding was \$150,000.00 for three 2500 trucks for the Street Department. These trucks were to be used for snow removal in the winter as we are basically down to two snow removal vehicles.

It was evident early on that we were not going to be able to purchase three 2500 trucks for \$150,000.00; even in the used market. We still would have to purchase snow removal equipment for them as well. Last budget cycle, we purchased a single-axle smaller dump truck for the Street Department.

I approached Fleet Director Steve Beckett and Street Department Director Malcolm Highsmith and inquired of them the possibility of securing two more identical dump trucks and outfitting those two with the one we purchased last year with snow removal equipment. Both agreed with the assessment.

One of the problems with the 2500 trucks, at least in the past, is they were utilized primarily for snow removal, then sat the rest of the year. This really promotes rust in these vehicles from salt. Even if you clean them well, the humidity works on any remaining salt and/or chemicals to promote rust; usually in those hard-to-reach areas.

Mr. Beckett was able to secure two more of the dump trucks and secure three new snow removal setups. The cost of the trucks is \$79,000.00 and the cost of the three snow removal units is \$61,866.00. This allowed us to complete this purchase for a total of \$140,866.00, which is \$9,134.00 under the capital budget.

Now we can sell the vehicles we were taking out of service complete with the snow removal equipment in place. This will net a higher sale price this time of year as new snow removal equipment is expensive, and difficult to find. This will also give the Street Department two more single-axle dump trucks to use throughout the entire year.

I also worked with Police Chief Matt Rice and Street Department Director Malcolm Highsmith to get the old Solid Waste/Street Department building listed on GovDeals. Both did an awesome job of photographing the building and listing the salvage materials in the building.

The bid for the building came in at \$625.00. The good news is, our staff does not have to remove the building from the site as they have so many projects they are currently working on. By placing the building on GovDeals, we are being paid for someone else to tear down our building. This has to be completed before the new building can be installed.

Below is a synopsis of the storm response for August 15, 2023.

On Tuesday, August 15, 2023, I was awakened by a knock on my door at 2:00am. It was Officer Depew who had been sent to my home at the request of Chief Matt Rice. The Town had experienced a significant storm event and he was needing assistance. My home phone and cell phone were going straight to voice mail as I had no service.

I was able to reach Chief Rice by phone. Upon hearing the damage to the Town, I advised him I would be in as quickly as possible and to go ahead and get in contact with Kevin Brobeck and get as many of the Water Department crew in as possible, and also get in touch with Matt Townsend and get Recreation staff in as well to begin clean-up efforts.

Upon entering the Town's limits, there was no power anywhere. I was briefed by Chief Rice that we had 18 roads closed, Brightridge crews were out and that the Shanks Oak was down.

We began working to clear Persimmon Ridge Road knowing that roadway would have to be utilized as a detour for Main Street. We also began working on opening as many roads as possible. One of the biggest hurdles we had was that so many of the trees that went down took power lines and phone and cable lines with them.

We could not work on these trees until Brightridge arrived to render them safe. An additional problem was the darkness. It was so difficult to see what you were doing with the power out.

We began to get roadways opened up and around 4:00am, power was restored to much of the east and west of Town. We still had a pocket in the center of Town without power. The Town lost power again for about an hour.

Once daylight finally arrived, we were down to five roads that were still closed. At the end of the day, we were down to 2 roads closed. That was a section of West Main Street between Oak Grove and Third Avenue and South Cherokee at Woodrow.

The section of Main Street closed was due to the Shanks Oak tree being down. Alderman Kelly Wolfe took the lead on dealing with the Shanks Oak tree. Brightridge replaced a pole at South Cherokee and Woodrow; however, the road remained closed until Thursday, August 17, as we could not get the phone and cable companies to the scene to remove their lines from the broken pole. The lines were hanging so low across the street, vehicles could not drive underneath.

All roadways were opened by Friday, August 18, 2023. We continued throughout the week operating both brush trucks to get as much debris as possible removed from resident's lawns.

We also had to close the brush yard as county residents were inundating the yard with brush. By Thursday, we could not get our brush trucks in and out of the yard due to the volume of brush. I instructed Jeff Thomas to get the air curtain burner in service on Monday, August 21, 2023, in order that we could burn and grind the brush coming in.

On Wednesday, August 16, 2023, I was advised by EMA that it appeared a small tornado had possibly touched down at the Persimmon Ridge Water tank, traveled northeast down the hill, and

crossed West Jackson Boulevard to Ben Gamble Road. Ben Gamble Road had an extreme amount of damage with trees down everywhere.

I sent two crews to the access road in order that we could get eyes on the Persimmon Ridge tank to ensure that tank had not been damaged. It took two crews, with heavy equipment, all day to reach the tank due to the number of trees down.

Once the crews reached the tank, it was discovered the fencing around the tank was completely destroyed. The vent screens on the top of the tank were also damaged, but the tank itself did not sustain any damage. The following is damage sustained by the Town:

- Barkley Creek foot bridge destroyed
- Trees down on trail near Third Avenue
- Tree down at train depot
- Trees down in Depot Street Park
- Several trees down in Stage Road Park
- Several trees down in Golden Oak Park
- Numerous trees down across the roadway of Persimmon Ridge Park
- Trees down across Persimmon Ridge Trail
- Luke's Trail will be closed indefinitely to remove large trees down across trail
- Fence around Persimmon Ridge water tank completely destroyed
- Vent screens on Persimmon Ridge water tank damaged and will have to be replaced
- Wetlands sign at West Jackson and Persimmon Ridge Road destroyed
- Three patio umbrellas destroyed at Lincoln Park
- One teak wood table destroyed at Lincoln Park
- Numerous problems at various Wastewater Pump Stations

I cannot say enough about our staff. Regardless of any day-to-day circumstance, they always come together for the common good in times difficulty. The Police Department, Fire Department, Street Department, Recreation Department, Water Department, and Wastewater worked all through the night and day to get the Town cleaned up and services restored to its residents.

It is during these times we all work together. Our employees follow direction and get the job done. It is during these times that no one focuses on who works for what department, they all come together for one purpose.

I am truly blessed to supervise a staff of outstanding men and women such as these.

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 5

SUBJECT: Committee Reports

There were no Committee Reports submitted.

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 6

SUBJECT: Supervisor Reports

1. Fire Department
2. Visitor Center Manager
3. Building Inspector
4. Solid Waste & Recycling
5. Marketing & Promotions Coordinator
6. Utility Manager
7. Water Quality
8. Water Distribution
9. Wastewater
10. Water Plant
11. Animal Control
12. Street Department
13. Director of Special Events
14. Senior Center
15. Mary B Martin Program Director
16. McKinney Center
17. Director of Tourism & Main Street



**Jonesborough Fire Department
Call History Report by Date
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 08/01/2023 08:30	Public Service	2300381	553 Public service	86 Investigate	English Ivy TRL	2	00:10
Wed 08/02/2023 08:30	Public Service	2300382	553 Public service	86 Investigate	English Ivy TRL	1	00:10
Wed 08/02/2023 16:24	Motor Vehicle Accident	2300383	324 Motor vehicle accident with no injuries.	86 Investigate	1637 Highway 81 HWY S	3	00:37
Fri 08/04/2023 13:09	Motor Vehicle Accident	2300384	322 Motor vehicle accident with injuries	86 Investigate	E Jackson BLVD	3	00:39
Sun 08/06/2023 10:02	Fire Alarm	2300385	745 Alarm system activation, no fire - unintentional	86 Investigate	186 Claude Simmons RD	2	00:06
Sun 08/06/2023 17:18	Motor Vehicle Accident	2300386	611 Dispatched & canceled en route	93 Cancelled en route	176 Malone Hollow RD	2	00:03
Mon 08/07/2023 10:23	Public Service	2300387	553 Public service	75 Provide equipment	1814 S 81 HWY	1	00:33
Mon 08/07/2023 16:12	Other	2300388	651 Smoke scare, odor of smoke	86 Investigate	179 Town & Country DR	3	00:28
Tue 08/08/2023 15:10	Fire Alarm	2300389	735 Alarm system sounded due to malfunction	86 Investigate	628 Telford-New Victory RD	3	00:43
Tue 08/08/2023 18:06	Motor Vehicle Accident	2300390	322 Motor vehicle accident with injuries	86 Investigate	Perimmon Ridge RD	2	00:49
Wed 08/09/2023 08:20	Medical Assist	2300391	311 Medical assist, assist EMS crew	70 Assistance, other	122 Tipton RD	2	00:50
Thu 08/10/2023 11:01	Fire Alarm	2300392	700 False alarm or false call, other	86 Investigate	121.5 Main Street W	2	00:25
Thu 08/10/2023 20:22	Motor Vehicle Accident	2300393	322 Motor vehicle accident with injuries	86 Investigate	Claude Simmons	2	00:57
Fri 08/11/2023 15:00	Motor Vehicle Accident	2300394	324 Motor vehicle accident with no injuries.	86 Investigate	Old State Route 34	3	00:55
Fri 08/11/2023 18:47	Motor Vehicle Accident	2300395	322 Motor vehicle accident with injuries	86 Investigate	JA Ramsey LN	2	00:22
Fri 08/11/2023 19:09	Fire Alarm	2300396	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:32
Sat 08/12/2023 04:32	Motor Vehicle Accident	2300397	324 Motor vehicle accident with no injuries.	86 Investigate	270 Highland Church RD	2	00:38
Sat 08/12/2023 08:67	Fire Alarm	2300398	600 Good intent call, other	86 Investigate	147 Anderson RD	2	00:19
Sat 08/12/2023 17:50	Medical Assist	2300399	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:26
Mon 08/14/2023 02:24	Fire Alarm	2300400	745 Alarm system activation, no fire - unintentional	86 Investigate	905 E Main ST	2	00:10
Mon 08/14/2023 11:50	Fire Alarm	2300401	745 Alarm system activation, no fire - unintentional	86 Investigate	116 Laurel Ridge DR	2	00:11
Mon 08/14/2023 12:00	Fire Alarm	2300402	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:11



**Jonesborough Fire Department
Call History Report by Date
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 08/15/2023 00:19	Public Service	2300404	500 Service Call, other	70 Assistance, other	269 Hill RD	2	00:35
Tue 08/15/2023 00:39	Other	2300403	444 Power line down	86 Investigate	W Main ST	1	02:41
Tue 08/15/2023 01:12	Public Service	2300405	500 Service Call, other	86 Investigate	152 Mt Zion Church RD	2	00:20
Tue 08/15/2023 05:24	Other	2300406	444 Power line down	86 Investigate	489 Upper Sand Valley RD	2	00:26
Tue 08/15/2023 07:01	Other	2300407	445 Arcing, shorted electrical equipment	86 Investigate	311 W Main ST	3	00:22
Tue 08/15/2023 08:19	Public Service	2300408	500 Service Call, other	86 Investigate	315 Bowman AVE	4	00:28
Tue 08/15/2023 13:16	Other	2300409	500 Service Call, other	86 Investigate	115 Olds Farm DR	2	00:12
Tue 08/15/2023 14:05	Motor Vehicle Accident	2300410	322 Motor vehicle accident with injuries	86 Investigate	416 E Jackson BLVD	2	00:22
Tue 08/15/2023 15:59	Other	2300411	444 Power line down	86 Investigate	Goodin DR	2	00:18
Tue 08/15/2023 17:16	Other	2300412	445 Arcing, shorted electrical equipment	86 Investigate	492 Summit DR	2	00:25
Tue 08/15/2023 17:41	Medical Assist	2300413	311 Medical assist, assist EMS crew	73 Provide manpower	227 Chimney Top LN	2	00:30
Tue 08/15/2023 18:15	Medical Assist	2300414	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:13
Wed 08/16/2023 03:50	Medical Assist	2300415	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:35
Wed 08/16/2023 04:41	Medical Assist	2300416	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:42
Wed 08/16/2023 10:50	Public Service	2300417	553 Public service	86 Investigate	1501 Ben Gamble RD	1	00:10
Wed 08/16/2023 19:46	Fire Alarm	2300418	740 Unintentional transmission of alarm, other	86 Investigate	1187 Mill Springs RD	2	00:09
Wed 08/16/2023 19:53	Fire	2300419	138 Off-road vehicle or heavy equipment fire	11 Extinguishment by fire service personnel	209 Mayberry RD	2	00:24
Wed 08/16/2023 20:16	Fire Alarm	2300420	745 Alarm system activation, no fire - unintentional	86 Investigate	284 Mt Zion Church RD	2	00:16
Thu 08/17/2023 05:55	Motor Vehicle Accident	2300421	322 Motor vehicle accident with injuries	23 Extricate, disentanglement	Victory Fitness	2	02:58
Thu 08/17/2023 19:40	Fire Alarm	2300422	611 Dispatched & canceled en route	93 Canceled en route	507 Magnolia Ridge DR	2	00:05
Sat 08/19/2023 12:50	Other	2300423	600 Good intent call, other	86 Investigate	114 Maverick RD	2	00:21
Sat 08/19/2023 18:02	Other	2300424	600 Good intent call, other	86 Investigate	Highway 11 E	2	00:18
Sun 08/20/2023 00:36	Other	2300425	700 False alarm or false call, other	86 Investigate	314 Miss Maude Patton LN	2	00:19
Sun 08/20/2023 11:28	Other	2300426	600 Good intent call, other	86 Investigate	Auto Zone	2	00:15



**Jonesborough Fire Department
Call History Report by Date
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Sun 08/20/2023 21:26	Fire	2300427	131 Passenger vehicle fire	11 Extinguishment by fire service personnel	Conklin RD	2	00:45
Mon 08/21/2023 09:12	Other	2300428	600 Good intent call, other	86 Investigate	141 Boone ST	2	00:33
Mon 08/21/2023 13:49	Motor Vehicle Accident	2300429	322 Motor vehicle accident with injuries	86 Investigate	324 Ridgecrest RD	2	00:40
Tue 08/22/2023 14:44	Medical Assist	2300430	311 Medical assist, assist EMS crew	73 Provide manpower	138 Poplar Hill DR	2	00:16
Wed 08/23/2023 15:11	Medical Assist	2300431	311 Medical assist, assist EMS crew	73 Provide manpower	211 Patton DR	2	00:20
Wed 08/23/2023 16:48	Medical Assist	2300432	311 Medical assist, assist EMS crew	70 Assistance, other	136 Boone ST	2	00:42
Thu 08/24/2023 20:25	Fire	2300433	622 No incident found on arrival at dispatch address	86 Investigate	1982 Ida Sue DR	2	00:19
Fri 08/25/2023 09:40	Other	2300434	142 Brush or brush-and-grass mixture fire	86 Investigate	348 Ridgecrest RD	2	00:16
Fri 08/25/2023 17:59	Motor Vehicle Accident	2300435	322 Motor vehicle accident with injuries	86 Investigate	Knob Creek RD	2	00:41
Fri 08/25/2023 23:07	Fire Alarm	2300436	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:39
Sat 08/26/2023 00:46	Fire	2300437	130 Mobile property (vehicle) fire, other	11 Extinguishment by fire service personnel	177 Timber Ridge RD	2	05:16
Sat 08/26/2023 06:23	Fire Alarm	2300438	745 Alarm system activation, no fire - unintentional	86 Investigate	1045 Pampas DR	2	00:11
Sat 08/26/2023 15:26	Other	2300439	600 Good intent call, other	86 Investigate	193 Chiva Lee CT	2	00:38
Mon 08/28/2023 16:56	Fire	2300440	131 Passenger vehicle fire	86 Investigate	132 Highland Church RD	2	00:27
Tue 08/29/2023 09:24	Other	2300441	611 Dispatched & canceled en route	93 Cancelled en route	558 Sand Valley RD	3	00:10
Tue 08/29/2023 10:08	EMS	2300442	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	224 Stemminder LN	3	00:20
Tue 08/29/2023 13:00	Fire	2300443	445 Arcing, shorted electrical equipment	86 Investigate	1501 Ridges Club DR	3	00:23
Tue 08/29/2023 15:10	Other	2300444	622 No incident found on arrival at dispatch address	86 Investigate	150 N Lincoln AVE	3	00:08
Tue 08/29/2023 20:10	Fire	2300445	445 Arcing, shorted electrical equipment	87 Investigate fire out on arrival	218 Poplar Hill	3	00:43
Wed 08/30/2023 11:56	Other	2300446	652 Steam, vapor, fog or dust thought to be smoke	86 Investigate	152 Headtown RD	3	00:14
Wed 08/30/2023 13:05	Medical Assist	2300447	311 Medical assist, assist EMS crew	92 Standby	122 Tipton RD	3	00:19
Wed 08/30/2023 13:35	Medical Assist	2300448	311 Medical assist, assist EMS crew	73 Provide manpower	208 Forest View DR	2	00:46
Wed 08/30/2023 22:34	Medical Assist	2300449	311 Medical assist, assist EMS crew	73 Provide manpower	9 Oyce Rowe CT	2	00:26



**Jonesborough Fire Department
Call History Report by Date
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 08/31/2023 01:41	Medical Assist	2300450	311 Medical assist, assist EMS crew	73 Provide manpower	1449 Mill Springs RD	2	00:34
Thu 08/31/2023 20:46	Fire Alarm	2300451	745 Alarm system activation, no fire - unintentional	86 Investigate	Eureka Inn	2	00:52
Thu 08/31/2023 21:46	Fire Alarm	2300452	745 Alarm system activation, no fire - unintentional	86 Investigate	Eureka Inn	2	00:14

Total calls for Assist :	0
Total calls for EMS:	1
Total calls for Fire:	7
Total calls for Fire Alarm:	15
Total calls for Fire Drill:	0
Total calls for Fire Extinguisher:	0
Total calls for Haz Mat:	0
Total calls for Medical Assist:	13
Total calls for Motor Vehicle Accident:	12
Total calls for Other:	17
Total calls for Public Education:	0
Total calls for Public Service :	7
Total calls for Special Duty:	0
Total calls:	72
Total Time:	40:32
	Avg. Call Attendance: 2.15



**Jonesborough Fire Department
Call History Report by Date (1)
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 08/01/2023 08:30	Public Service	2300381	553 Public service	86 Investigate	English Ivy TRL	2	00:10
Wed 08/02/2023 08:30	Public Service	2300382	553 Public service	86 Investigate	English Ivy TRL	1	00:10
Fri 08/04/2023 13:09	Motor Vehicle Accident	2300384	322 Motor vehicle accident with injuries	86 Investigate	E Jackson BLVD	3	00:39
Tue 08/08/2023 18:05	Motor Vehicle Accident	2300390	322 Motor vehicle accident with injuries	86 Investigate	Persimmon Ridge RD	2	00:49
Thu 08/10/2023 11:01	Fire Alarm	2300392	700 False alarm or false call, other	86 Investigate	121.5 Main Street W	2	00:25
Fri 08/11/2023 19:09	Fire Alarm	2300396	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:32
Sat 08/12/2023 08:57	Fire Alarm	2300398	600 Good intent call, other	86 Investigate	147 Anderson RD	2	00:19
Mon 08/14/2023 02:24	Fire Alarm	2300400	745 Alarm system activation, no fire - unintentional	86 Investigate	905 E Main ST	2	00:10
Mon 08/14/2023 12:00	Fire Alarm	2300402	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:11
Tue 08/15/2023 00:39	Other	2300403	444 Power line down	86 Investigate	W Main ST	1	02:41
Tue 08/15/2023 07:01	Other	2300407	445 Arcing, shorted electrical equipment	86 Investigate	311 W Main ST	3	00:22
Tue 08/15/2023 08:19	Public Service	2300408	500 Service Call, other	86 Investigate	315 Bowman AVE	4	00:28
Tue 08/15/2023 14:05	Motor Vehicle Accident	2300410	322 Motor vehicle accident with injuries	86 Investigate	416 E Jackson BLVD	2	00:22
Tue 08/15/2023 17:41	Medical Assist	2300413	311 Medical assist, assist EMS crew	73 Provide manpower	227 Chimney Top LN	2	00:30
Wed 08/16/2023 10:50	Public Service	2300417	553 Public service	86 Investigate	1501 Ben Gamble RD	1	00:10
Thu 08/17/2023 06:56	Motor Vehicle Accident	2300421	322 Motor vehicle accident with injuries	23 Extricate, disentangle	Victory Fitness	2	02:56
Sun 08/20/2023 00:36	Other	2300426	700 False alarm or false call, other	86 Investigate	314 Miss Maude Patton LN	2	00:19
Sun 08/20/2023 11:28	Other	2300428	600 Good intent call, other	86 Investigate	Auto Zone	2	00:15
Mon 08/21/2023 09:12	Other	2300428	600 Good intent call, other	86 Investigate	141 Boone ST	2	00:33
Wed 08/23/2023 15:11	Medical Assist	2300431	311 Medical assist, assist EMS crew	73 Provide manpower	211 Patton DR	2	00:20
Wed 08/23/2023 18:48	Medical Assist	2300432	311 Medical assist, assist EMS crew	70 Assistance, other	136 Boone ST	2	00:42
Thu 08/24/2023 20:25	Fire	2300433	622 No incident found on arrival at dispatch address	86 Investigate	1962 Ida Sue DR	2	00:19
Fri 08/25/2023 23:07	Fire Alarm	2300436	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:39
Sat 08/26/2023 00:48	Fire	2300437	130 Mobile property (vehicle) fire, other	11 Extinguishment by fire service personnel	177 Timber Ridge RD	2	05:16
Sat 08/26/2023 08:23	Fire Alarm	2300438	745 Alarm system activation, no fire - unintentional	86 Investigate	1045 Pampas DR	2	00:11



**Jonesborough Fire Department
Call History Report by Date (1)
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 08/29/2023 10:08	EMS	2300442	321 EMS call, excluding vehicle accident with injury	32 Provide basic life support (BLS)	224 Stemwinder LN	3	00:20
Tue 08/29/2023 16:10	Other	2300444	622 No incident found on arrival at dispatch address	86 Investigate	150 N Lincoln AVE	3	00:08
Wed 08/30/2023 11:56	Other	2300448	652 Steam, vapor, fog or dust thought to be smoke	86 Investigate	152 Headtown RD	3	00:14
Wed 08/30/2023 13:35	Medical Assist	2300448	311 Medical assist, assist EMS crew	73 Provide manpower	206 Forest View DR	2	00:46
Wed 08/30/2023 22:34	Medical Assist	2300449	311 Medical assist, assist EMS crew	73 Provide manpower	9 Oyce Rowe CT	2	00:26
Thu 08/31/2023 20:45	Fire Alarm	2300451	745 Alarm system activation, no fire - unintentional	86 Investigate	Eureka Inn	2	00:52
Thu 08/31/2023 21:49	Fire Alarm	2300452	745 Alarm system activation, no fire - unintentional	86 Investigate	Eureka Inn	2	00:14

Total calls for Assist :	0
Total calls for EMS:	1
Total calls for Fire:	2
Total calls for Fire Alarm:	9
Total calls for Fire Drill:	0
Total calls for Haz Mat:	0
Total calls for Medical Assist:	5
Total calls for Motor Vehicle Accident:	4
Total calls for Other:	7
Total calls for Public Education:	0
Total calls for Public Service :	4
Total calls for Special Duty:	0
Total calls:	33
Total Time:	22:30
	Avg. Call Attendance: 2.13



**Jonesborough Fire Department
Call History Report by Date (2)
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Wed 08/02/2023 16:24	Motor Vehicle Accident	2300383	324 Motor vehicle accident with no injuries.	86 Investigate	1637 Highway 81 HWY S	3	00:37
Sun 08/06/2023 10:02	Fire Alarm	2300385	745 Alarm system activation, no fire - unintentional	86 Investigate	186 Claude Simmons RD	2	00:08
Sun 08/06/2023 17:18	Motor Vehicle Accident	2300388	611 Dispatched & canceled en route	93 Cancelled en route	176 Malone Hollow RD	2	00:03
Mon 08/07/2023 10:23	Public Service	2300387	553 Public service	75 Provide equipment	1814 S 81 HWY	1	00:33
Mon 08/07/2023 16:12	Other	2300389	651 Smoke scare, odor of smoke	86 Investigate	179 Town & Country DR	3	00:28
Tue 08/08/2023 15:10	Fire Alarm	2300389	735 Alarm system sounded due to malfunction	86 Investigate	628 Telford-New Victory RD	3	00:43
Wed 08/09/2023 08:20	Medical Assist	2300391	311 Medical assist, assist EMS crew	70 Assistance, other	122 Tipton RD	2	00:50
Thu 08/10/2023 20:22	Motor Vehicle Accident	2300393	322 Motor vehicle accident with injuries	86 Investigate	Claude Simmons	2	00:57
Fri 08/11/2023 15:00	Motor Vehicle Accident	2300394	324 Motor vehicle accident with no injuries.	86 Investigate	Old State Route 34	3	00:55
Fri 08/11/2023 18:47	Motor Vehicle Accident	2300395	322 Motor vehicle accident with injuries	86 Investigate	JA Ramsey LN	2	00:22
Sat 08/12/2023 04:32	Motor Vehicle Accident	2300397	324 Motor vehicle accident with no injuries.	86 Investigate	270 Highland Church RD	2	00:38
Sat 08/12/2023 17:50	Medical Assist	2300399	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:26
Mon 08/14/2023 11:50	Fire Alarm	2300401	745 Alarm system activation, no fire - unintentional	86 Investigate	116 Laurel Ridge DR	2	00:11
Tue 08/15/2023 00:19	Public Service	2300404	500 Service Call, other	70 Assistance, other	289 Hill RD	2	00:35
Tue 08/15/2023 01:12	Public Service	2300405	500 Service Call, other	86 Investigate	152 Mt Zion Church RD	2	00:20
Tue 08/15/2023 05:24	Other	2300406	444 Power line down	86 Investigate	489 Upper Sand Valley RD	2	00:26
Tue 08/15/2023 13:18	Other	2300409	500 Service Call, other	86 Investigate	115 Olds Farm DR	2	00:12
Tue 08/15/2023 15:59	Other	2300411	444 Power line down	86 Investigate	Goodin	2	00:18
Tue 08/15/2023 17:16	Other	2300412	445 Arcing, shorted electrical equipment	86 Investigate	462 Summit DR	2	00:25
Tue 08/15/2023 18:15	Medical Assist	2300414	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:13
Wed 08/16/2023 03:50	Medical Assist	2300415	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:35
Wed 08/16/2023 04:41	Medical Assist	2300416	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	00:42
Wed 08/16/2023 19:46	Fire Alarm	2300418	740 Unintentional transmission of alarm, other	86 Investigate	1167 Mill Springs RD	2	00:09



**Jonesborough Fire Department
Call History Report by Date (2)
8/1/2023 - 8/31/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Wed 08/16/2023 19:53	Fire	2300419	138 Off-road vehicle or heavy equipment fire	11 Extinguishment by fire service personnel	209 Mayberry RD	2	00:24
Wed 08/16/2023 20:16	Fire Alarm	2300420	745 Alarm system activation, no fire - unintentional	86 Investigate	284 Mt Zion Church RD	2	00:16
Thu 08/17/2023 19:40	Fire Alarm	2300422	611 Dispatched & canceled en route	93 Cancelled en route	507 Magnolia Ridge DR	2	00:05
Sat 08/19/2023 12:50	Other	2300423	600 Good intent call, other	86 Investigate	114 Mavennick RD	2	00:21
Sat 08/19/2023 18:02	Other	2300424	600 Good intent call, other	86 Investigate	Highway 11 E	2	00:18
Sun 08/20/2023 21:26	Fire	2300427	131 Passenger vehicle fire	11 Extinguishment by fire service personnel	Conklin RD	2	00:45
Mon 08/21/2023 13:49	Motor Vehicle Accident	2300429	322 Motor vehicle accident with injuries	86 Investigate	324 Ridgecrest RD	2	00:40
Tue 08/22/2023 14:44	Medical Assist	2300430	311 Medical assist, assist EMS crew	73 Provide manpower	138 Poplar Hill DR	2	00:16
Fri 08/25/2023 09:40	Other	2300434	142 Brush or brush-and-grass mixture fire	86 Investigate	348 Ridgecrest RD	2	00:16
Fri 08/25/2023 17:59	Motor Vehicle Accident	2300435	322 Motor vehicle accident with injuries	86 Investigate	Knob Creek RD	2	00:41
Sat 08/26/2023 15:26	Other	2300439	600 Good intent call, other	86 Investigate	193 Olivia Lee CT	2	00:38
Mon 08/28/2023 15:55	Fire	2300440	131 Passenger vehicle fire	86 Investigate	132 Highland Church RD	2	00:27
Tue 08/29/2023 09:24	Other	2300441	611 Dispatched & canceled en route	93 Cancelled en route	598 Sand Valley RD	3	00:10
Tue 08/29/2023 13:00	Fire	2300443	445 Arcing, shorted electrical equipment	86 Investigate	1501 Ridges Club DR	3	00:23
Tue 08/29/2023 20:10	Fire	2300445	445 Arcing, shorted electrical equipment	87 Investigate fire out on arrival	218 Poplar Hill	3	00:43
Wed 08/30/2023 13:05	Medical Assist	2300447	311 Medical assist, assist EMS crew	92 Standby	122 Tolson RD	3	00:19
Thu 08/31/2023 01:41	Medical Assist	2300450	311 Medical assist, assist EMS crew	73 Provide manpower	1449 Mill Springs RD	2	00:34

Total calls for Assist:	0
Total calls for EMS:	0
Total calls for Fire:	5
Total calls for Fire Alarm:	6
Total calls for Fire Drill:	0
Total calls for Haz Mat:	0



**Jonesborough Fire Department
Call History Report by Date (2)
8/1/2023 - 8/31/2023**

Total calls for Medical Assist:	8
Total calls for Motor Vehicle Accident:	8
Total calls for Other:	10
Total calls for Public Education:	0
Total calls for Public Service :	3
Total calls for Special Duty:	0
Total calls:	40
Total Time:	18:02
	Avg. Call Attendance: 2.18



Jonesborough Fire Department
Incident Type Report by Date
8/1/2023 - 8/31/2023

Incident Type	Total Incidents
130 Mobile property (vehicle) fire, other	1
131 Passenger vehicle fire	2
138 Off-road vehicle or heavy equipment fire	1
142 Brush or brush-and-grass mixture fire	1
311 Medical assist, assist EMS crew	13
321 EMS call, excluding vehicle accident with injury	1
322 Motor vehicle accident with injuries	8
324 Motor vehicle accident with no injuries	3
444 Power line down	3
445 Arcing, shorted electrical equipment	4
500 Service Call, other	4
653 Public service	4
600 Good intent call, other	6
611 Dispatched & canceled en route	3
622 No incident found on arrival at dispatch address	2
651 Smoke scare, odor of smoke	1
652 Steam, vapor, fog or dust thought to be smoke	1
700 False alarm or false call, other	2
735 Alarm system sounded due to malfunction	1
740 Unintentional transmission of alarm, other	1
745 Alarm system activation, no fire - unintentional	10

Total Number of Incidents: 72
Total Number of Incident Types: 21



Jonesborough Fire Department
Call Distribution Report
8/1/2023 - 8/31/2023

Total (72 Calls)		
Time		Number
0000		4
0100		2
0200		1
0300		1
0400		2
0500		2
0600		0
0700		1
0800		6
0900		3
1000		4
1100		4
1200		2
1300		6
1400		2
1500		7
1600		3
1700		5
1800		4
1900		4
2000		5
2100		2
2200		1
2300		1

Day		Number
Sunday		5
Monday		8
Tuesday		21
Wednesday		15
Thursday		8
Friday		7
Saturday		8

Visitors Center August Report – September 2, 2023

We have been receiving a lot of our new stock since we were able to get purchase orders approved, and we're doing our best to make sure we're prepared for the Storytelling Festival. Based on past reports I've read, we do our highest volume of sales during the Festival so we want to be sure to give them a varied selection of things to buy. We're working with Boomtown to make a new t-shirt and logo design to sell during the event. We don't have an approved final design yet, but we're in the process of it.

Rentals have been picking up at a rapid pace. I think word is getting around about how good a deal we offer, compared to most places. At the beginning of September, we're hosting a week-long Vietnam veterans reunion in the auditorium; that's bringing in over \$1800 from just one rental. The vets have voiced the opinion that they wish they could drink beer in the auditorium but were respectful when told it was against town policy.

Tickets for JRT's "The Music Man" went on sale this past month and have already sold out. I believe they're going to add a couple of shows on the last two Sunday evenings to take advantage of the demand. We've also started selling tickets for the Heritage Alliance's Taste of Tennessee events; they're moving at a slower pace but still trucking right along.

Gift shop revenue was down just slightly over the same period last year at \$2,552.10; the upside is that it's still above how much we made in the same period from years 2012-2021. Rentals are still very much on the upswing after recovering from COVID; next month, we'll blow past our entire 2022 total and probably end up beating our pre-COVID 2019 total.

Sincerely,

Matt Gulley, Visitors Center Manager

2023 BUILDING PERMITS REPORT

	<u># PERMITS</u>	<u>AMOUNT</u>	<u>FEES</u>	<u>NEW HOUSES</u>	<u>COMMERCIAL</u>	<u>RENOVATIONS PLUMBING MECHANICAL MISCELLANEOUS</u>	<u>ADDITIONS</u>	<u>SIGNS</u>
January	5	350,900.00	1,929.95	1	1	1	1	1
February	12	2,031,200.00	11,171.60	8	0	3	0	1
March	35	3,776,990.00	23,648.20	28	0	6	0	1
April	13	284,035.04	1,662.20	0	2	8	1	2
May	25	2,322,195.00	12,791.70	18	3	3	1	0
June	32	2,278,158.00	12,529.92	14	0	14	2	2
July	36	109,225.15	600.74	0	1	30	4	1
August	55	2,021,948.00	10,378.69	8	2	41	2	2
September								
October								
November								
December								
TOTALS	213	\$13,174,651.19	\$74,713.00	77	9	106	11	10

	<u>Monthly Total</u>	<u>Year-To-Date</u>
New House Permits	1,240,739.00	\$11,311,097.00
New House Permit Fees	6,824.09	\$64,367.11
Commercial Permits	553,223.00	\$807,738.15
Commercial Permit Fees	2,298.10	\$3,772.60
Renovations, Additions Permits	227,986.00	\$1,055,816.04
Renovations, Additions Permit Fees	1,256.50	\$6,573.29

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

YEAR - 2022				YEAR - 2023			
MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE	MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE
January	32	4,150,874.00	15,055.95	January	5	350,900.00	1,929.95
February	25	2,533,250.00	9,778.20	February	12	2,031,200.00	11,171.60
March	56	3,497,562.97	12,680.04	March	35	3,776,990.00	23,648.20
April	46	3,278,823.57	13,891.29	April	13	284,035.04	1,662.20
May	46	6,016,981.58	22,458.30	May	25	2,322,195.00	12,791.70
June	55	5,955,737.98	18,896.18	June	32	2,278,158.00	12,529.92
July	30	1,804,047.64	7,448.17	July	36	109,225.15	600.74
August	51	1,944,295.76	8,071.88	August	55	2,021,948.00	10,378.69
September	55	3,745,557.73	15,378.79				
October	44	6,598,900.00	34,716.14				
November	17	3,132,000.00	17,715.50				
December	19	3,599,050.00	19,794.78				
TOTALS	476	\$46,257,081.23	\$195,885.22	TOTALS	213	\$13,174,651.19	\$74,713.00

**TOWN OF JONESBOROUGH
2023 BUILDING PERMITS**

	DATE	OWNER	ADDRESS	CONSTRUCTION	COST	FEE
August	8/1/23	Foster Signs	1601 East Jackson Blvd	Sign	8,000.00	195.92
	8/1/23	Chris Saucier	414 South Cherokee	Enclose Garage	6,000.00	33.00
	8/2/23	Stickland Plumbing	258 William Bean Loop	Plumbing	N/A	N/A
	8/2/23	Stickland Plumbing	266 William Bean Loop	Plumbing	N/A	N/A
	8/2/23	Stickland Plumbing	254 William Bean Loop	Plumbing	N/A	N/A
	8/2/23	Stickland Plumbing	262 William Bean Loop	Plumbing	N/A	N/A
	8/2/23	Pike Plumbing	512 Vogt Drive	Plumbing	N/A	N/A
	8/2/23	Pike Plumbing	514 Vogt Drive	Plumbing	N/A	N/A
	8/2/23	Pike Plumbing	510 Vogt Drive	Plumbing	N/A	N/A
	8/7/23	Doug White (Roan Properties)	413 Boones Creek Rd	Building Remodel	344,723.00	1,895.98
	8/7/23	Erik Fleck	412 South Cherokee St	Garage Apt. Addition	60,000.00	330.00
	8/7/23	Heather Hawkins	119 East Main St, Suite A	Interior Renovation	100,000.00	550.00
	8/9/23	Quickfix	119 East Main St, Suite A	Plumbing	3,000.00	16.50
	8/15/23	Custom Heating & Air Cond.	101 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	109 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	111 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	120 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	122 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	128 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	130 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Arctic Air	86 Stonaker Circle	Mechanical	N/A	N/A
	8/15/23	Arctic Air	326 Wilson Knob	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	103 Alders Grove	Mechanical	N/A	N/A
	8/15/23	Custom Heating & Air Cond.	120-1/2 Patson Circle	Mechanical	N/A	N/A
	8/15/23	David Belcher/KS Renovations	1005 Boones Creek Rd	Detached Garage	23,000.00	126.50
	8/15/23	Super Wheels Auto	914 West Main Street	Sign	500.00	6.20
	8/16/23	Bailey's Heating & Air	170 Anderson Road	Mechanical	N/A	N/A
	8/16/23	Bailey's Heating & Air	172 Anderson Road	Mechanical	N/A	N/A

**TOWN OF JONESBOROUGH
2023 BUILDING PERMITS**

DATE	OWNER	ADDRESS	CONSTRUCTION	COST	FEE
August - Page 2					
8/16/23	Bailey's Heating & Air	Anderson Road	Mechanical	N/A	N/A
8/18/23	Custom Heating & Air Cond.	611 Spring St	Mechanical	N/A	N/A
8/18/23	DBJ Construction	354 Sweetgrass Lane	Deck with Roof	24,736.00	139.00
8/18/23	Jason Day Construction	1475 Lemon Grass Dr	Duplex	250,000.00	1,375.00
8/18/23	Jason Day Construction	1473 Lemon Grass Dr	Duplex	250,000.00	1,375.00
8/18/23	D.R. Horton	1000 Saylor's Place	2-Story Townhome	123,901.00	681.46
8/18/23	D.R. Horton	1002 Saylor's Place	2-Story Townhome	123,012.00	676.57
8/18/23	D.R. Horton	1004 Saylor's Place	2-Story Townhome	123,901.00	681.46
8/18/23	D.R. Horton	1006 Saylor's Place	2-Story Townhome	123,012.00	676.57
8/18/23	D.R. Horton	1008 Saylor's Place	2-Story Townhome	123,012.00	676.57
8/18/23	D.R. Horton	1010 Saylor's Place	2-Story Townhome	123,901.00	681.46
8/21/23	Pike Plumbing	526 Vogt Drive	Plumbing	N/A	N/A
8/21/23	Pike Plumbing	528 Vogt Drive	Plumbing	N/A	N/A
8/21/23	Pike Plumbing	530 Vogt Drive	Plumbing	N/A	N/A
8/21/23	Pike Plumbing	532 Vogt Drive	Plumbing	N/A	N/A
8/21/23	Allisa Large & Morgan Taylor	108 Heritage Place DR	Deck around Pool	3,000.00	16.50
8/25/23	Edward & Melissa Haygood	1135 Ben Gamble Rd	Deck	8,250.00	45.00
8/28/23	Bailey's Heating & Air	1025 Riddle Ridge	Mechanical	N/A	N/A
8/29/23	Artic Air	328 Wilson Knob	Mechanical	N/A	N/A
8/29/23	Artic Air	189 Chucks Alley	Mechanical	N/A	N/A
8/29/23	Artic Air	187 Chucks Alley	Mechanical	N/A	N/A
8/29/23	Artic Air	185 Chucks Alley	Mechanical	N/A	N/A
8/29/23	Quality Temperature Control	108 Fawnwood Court	Mechanical	N/A	N/A
8/30/23	Caryl Mchanicals	514 Vogt Drive	Mechanical	N/A	N/A
8/30/23	Caryl Mchanicals	510 Vogt Drive	Mechanical	N/A	N/A
8/30/23	Caryl Mchanicals	512 Vogt Drive	Mechanical	N/A	N/A
8/31/23	Trushine Car Wash	1541 West Jackson Blvd	Grading Permit	\$200,000.00	\$200.00
			TOTAL	\$2,021,948.00	\$10,378.69

DIVISION
OF
SOLID WASTE/RECYCLE



DIRECTOR'S MONTHLY REPORT

SOLID WASTE:

During the month of August, the department collected, transported, and disposed of more than 370 tons of Municipal Solid Waste (MSW) at the local landfill (Blountville). The collection, removal, and disposal of MSW represents an essential and viable service for the community and the quality of life. The methods of waste management mentioned above are just one key goal in the efforts to achieve the overall goal of source reduction.

The chart below represents the monthly total tonnage collected from the residential and commercial customers. The chart shows a slight increase in tonnage collected from the previous month (July). The cost to dispose of refuse at Eco Safe Environmental was \$9417.93.

Junk Collection: There were 48 calls from homeowners requesting junk to be collected. They can have bulk items collected such as: appliances, box springs, mattresses, household furniture, and other debris (**no trash**), collected each week.



DIRECTOR'S MONTHLY REPORT

FYI:

Nothing to report regarding the reconstruction of Pliny Fisk Recycling Center. We are currently still transporting all cardboard to Ameri scrap in Greeneville. Without the capability of baling cardboard and plastic bottles, we are not maximizing the price per ton or pound collected from the vendor.

The Visible Emission Evaluation (VEE) is scheduled for Wednesday August 23rd. According to the VEE tester from Grace Consulting, the test passed.

Personnel:

Jeff Davis, wife had an unfortunate medical issue involving her heart and had to undergo emergency surgery. Jeff is out of work for at least four (4) weeks, and it could be longer. Out of work (sick leave) beginning 7-24 through 8-19. 160 hours sick leave!

Charles Baker, (recycling collection driver) submitted his 2 weeks' notice on Tuesday August 8th, but subsequently quit his job by leaving that morning after turning in the notice. (Abandoning his position)

Johnathan Dixon, part-time employee submitted his 2 weeks' notice, and his last day of work will be Friday August 18th.

Tim Hensley has submitted his letter to retire and will be working until November 18, 2023.

Currently two (2) men short in recycling and looking to replace those two positions ASAP.

RECYCLE:

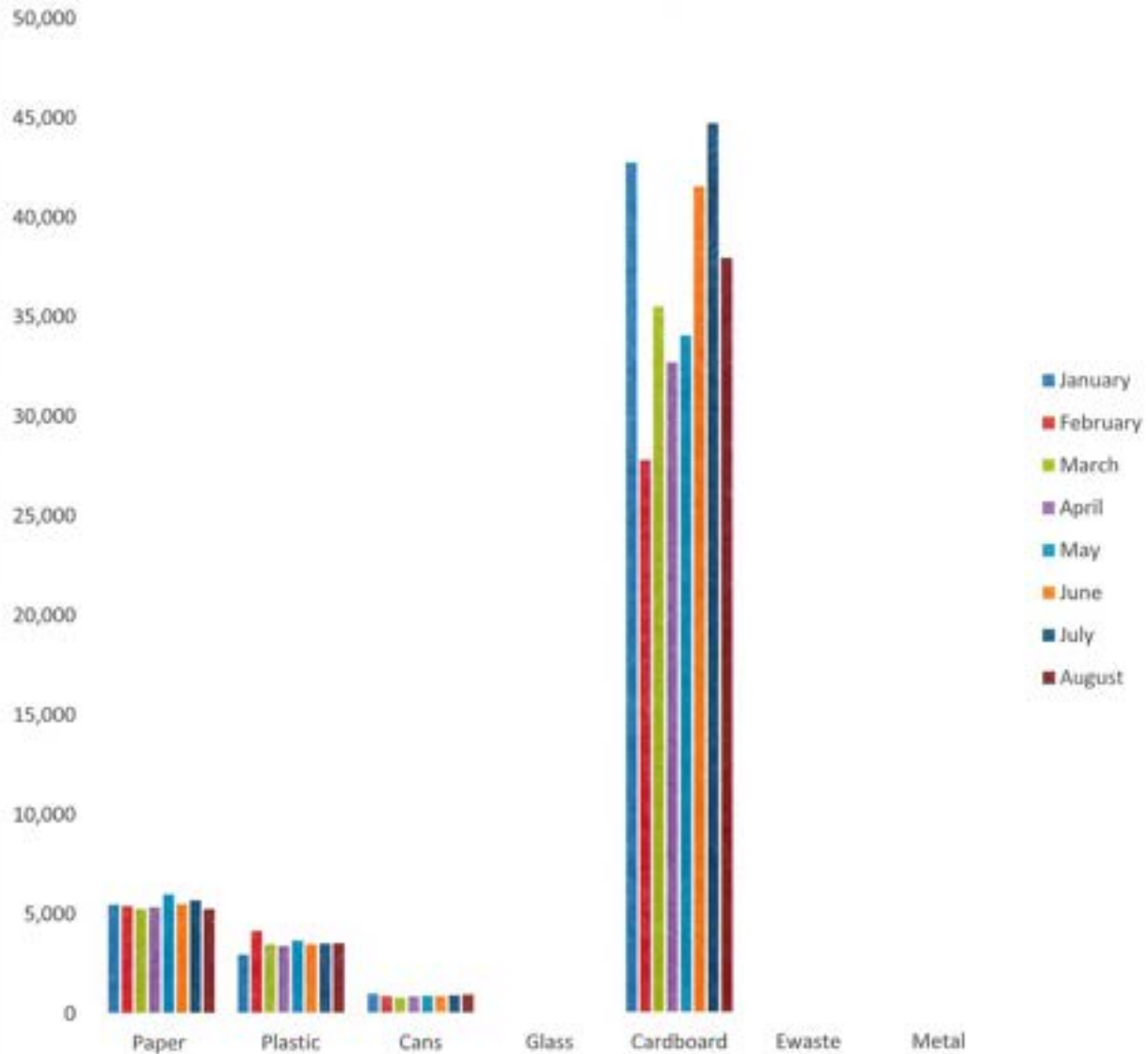
The program has collected 375,159 lbs. (187 tons) of recycling material from our recycling customers, thus far for 2023. Hopefully, with the increased population and growth, we can hopefully begin to see an increase in our tonnage collected for the fiscal year 2023-2024.

DIRECTOR'S MONTHLY REPORT

<u>Material</u>	<u>Weight</u>	<u>% + or -</u>
<u>Paper</u>	5230	
<u>Plastic</u>	3490	
<u>Cans</u>	920	
<u>Glass</u>	Not Accepted!	
<u>Cardboard</u>	37,880	
<u>Ewaste</u>	0	

DIRECTOR'S MONTHLY REPORT

Recycling Material 2023



YARD-WASTE/MULCH:

We continue to sell a very good product (mulch) to the public!

E-WASTE:

Nothing to Report!

Monthly Report – September 2023

Nora Davis, Marketing and Promotions Coordinator

Social Media

Civic Page

- Promoted Brews & Tunes, Music on the Square, McKinney Center events, and Labor Day.
- Promoted Employee of the Month for August
- Posted a now hiring post with a list of job available

Historic Facebook and Instagram Pages

- Promoted StoryTown's Radio Show
- Promoted McKinney Center's Fall Classes
- Promoted Music on the Square
- Promoted Brews & Tunes
- Occasionally created general posts
- Promoted Wetlands Water Park
- Promoted Made Around Here Market
- Promoted Labor Day
- Promoted Pumpkin Fest

Mainstreet Facebook and Instagram Pages

- Promoted StoryTown's Radio Show
- Promoted McKinney Center events
- Promoted Yoga in the Park
- Promoted Music on the Square
- Promoted Brews & Tunes
- Occasionally created general posts
- Promoted Wetlands Water Park
- Promoted Made Around Here Market
- Promoted Labor Day
- Promoted Pumpkin Fest

Other Social

- Posted on Wetlands Facebook page.
- Posted on Jonesborough Senior Center Facebook page
- Posted on the Chuckey Depot page
- Posted on the Jonesborough Visitors Center page
- Posted consistently on Music on the Square and Brews & Tunes pages.

General

- Scheduled and sent reminders for media spots for the McKinney Center, StoryTown Radio Show, Heritage Alliance and Pumpkin Fest.
- Sent new releases for the Heritage Alliance, McKinney Center, StoryTown Radio Show, Music on the Square, Brews & Tunes, and Pumpkin Fest.
- Schedule weekly media interviews for the JBO Radio Show
- Put together tent cards and printed them off
- Passed out tent cards to local merchants
- Attended marketing meeting with McKinney Center
- Attended JAMSA meeting
- Took photos of Chuckey Depot
- Took minutes at the Main Street Board Meeting

Utility Manager Monthly Report

August 2023

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

Distribution department installed 23 new service taps and repaired 28 service leaks for the month of August. The distribution department also completed 60 miscellaneous work orders and located 265 TN 811 one calls. The distribution construction crew installed 400' 6" DIP at the new school.

Water Quality Department read 12,941 meters for the month of August. The Water Quality Department cut off 463 meters with 194 of those for nonpayment. The Water Quality Department had a total of 14,708 total actions taken in the month of August. As of August 31st, Vepo has changed out 12,167 meters to the new AMR meter system. The Water Quality Department completed all scheduled flushing for the month of August.

Water Plant processed 85.556 million gallons of water with a daily average of 2.759 million gallons per day in the month of August. The Water Treatment plant is operating at full capacity and is in need of an upgrade. Persimmon Ridge Tank has maintained an average level of 37 feet for August and Woodlawn Tank has maintained an average level of 24 feet for August.

Wastewater Department operated under normal conditions for the month of August. Wastewater had 11 releases, 4 overflows and 4 bypasses in August due to storms and flooding. The North Cherokee extension is at the 85% completion mark. The new school sewer was completed. All industries are within compliance. The WWTP is operating well. The diesel redundancy pump did operate in August. The month of August experienced 16 days of precipitation for a total of 8.37 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For August, this rate was 55%, equating to an average of nearly 556,000 gallons daily.

County water line construction crew finished the Saylor Hill Rd project which is the 7th of 8 projects that are planned. The construction crew will start the Dry Creek/Rockhouse Rd water line extension in the month of September. To date the Construction crew has installed @ 45,500' of 6" DIP.

We had a busy August in Utilities. As of August 31st, 2023, Distribution has 5 total vacancies. The Water Quality Department has no vacancies, Water Treatment Plant has no vacancies and Wastewater has no vacancies. We are actively interviewing potential employees, but we struggle when it comes to start out pay to attract the people with the skill set, we need. I am working daily with GRW on the planning and design phase of the Water Treatment plant and transmission line. We have submitted the new Water Plant plans to SRF for review. We should be getting feedback in a few weeks on what the next steps are that we need to take. I am also working with Brightbridge to formulate a plan to install generators at our pump stations and at the Water Treatment plant.

Kevin Brobeck

Utility Manager

**Town of Jonesborough
Water Quality Department
Monthly Report
August-2023**

Meters Read:
12,941

Meters Cut On:
452

Meters Cut Off:
463

Meters Rechecked
81

Meter Maintenance:
27 Meter lids replaced
23 Meters marked
40 Meter locates
84 Meters changed to AMR
Total Changed: 12,167

Water Cut Off List:
194 meters

Customer Complaints:
24

Water Line Flushing:
67 Points flushed

Service Line Leaks:
93

Programmed AMR Meter Heads:
40

Valve Maintenance:
46 Valves exercised

Cross Connection:
Checked for 11 cross connections
(No cross connection)

Water Line Locates:
206

Total Actions Taken:
14,708



TOWN OF JONESBOROUGH

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

Monthly Report August 2023

Water Distribution

Complaints Total - 4 5- Total Complaints Last Month

Taps Installed - 23 22- Total Taps Last Month

Tennessee One Call - 265 247- Total Last Month

This Month there were 265 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board

Water Leaks Total- 28 19- Total Last Month

Down Meters Installed Total - 14 28 - Last Month

Meter Box Replaced Total - 5 4- Total Last Month

Paving Locations - 0 2- Total Last Month

Yard Work Clean Total - 2 5 - Total Last Month

Projects to be Completed.

1. Yards to sow (192 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement
3. Taps to be done =2

GPS Project Goals

August 2023: For the month of August 2023 there were no GPS points surveyed.

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

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

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

Linear feet of water line GPS- 906,626'

Miles of water line GPS- 171 miles

Meters GPS- 3,946

Valves GPS- 767

Hydrants GPS-193

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

GPS- The Town of Jonesborough water system is approximately 35% mapped, with approximately 1,848,000 feet of water line in the ground. The Goal is to get all water lines, valves, hydrants, and meters mapped in a GIS format that can be used on an IPAD for reference online size and valve location. This will reduce time spent on leak repair and help with isolating the water system in putting the fewest customers out of water during a leak repair. It has been suggested that we utilize an intern program from ETSU for the summer. This will help

tremendously due to the department being shorthanded and having only limited time to dedicate to GPS program. Currently we are looking at 10-15 years before the water system is completely mapped.

Meter Change Out Program

Water Distribution is working to have our large meters updated and functioning at AWWA standards (101% and no lower than 98.5%). All large meters will have a bypass so they can be repaired and tested without customer water interruption. It is suggested the meters be tested on a yearly basis for accuracy. Working with a spreadsheet of our top water consumption customers we have been replacing antiquated meters with new compound meters. We have about 21 businesses on the list that are due for meter change out. Koyo 4", Academy Hills 2", Davey Crocket High School 4", Chuckey Sales meter and Hexpol have been changed out as part of the program bringing the total to 16.

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

For the month of August Town Crew

The Town crew has also assisted in changing out old meters and replacing with automatic reads (14).

Upcoming Line Extensions Town Crew

Industrial Park, Performance Drive 12"-main- Town Crew

Paynetown Road 300' of 6" water main for Joe Wilson.

Tie In 6" fire line to 16" K-8 School

Completed Line Extensions Town Crew

Jonesborough School- 6" Ductile Iron 1700'-Town Crew- (Install 6" Fire protection) Completed

Wolfe Boones Creek – 1,000' Ductile Iron- Town Crew- Taps- Completed

6" Ivy trace to Thompson Meadows- 1,000'- Town Crew

Extend 6" water line at K-8 School and add 2-2" waterlines for athletics and concession. Town Crew Completed

Upcoming Line Extensions County Crew

- Rock House Road – 1,900' DI
- Taylor Bridge Road
- Dry Creek Rd-15,700' DI
- Jackson Bridge?

County Crew Completed Projects

Treadway Trail- 3,000' DI-- County Crew Completed

Greenwood Drive- Cecil Gray to Mill Springs 3,100' DI, Shipley Ct to Oliver Edwards 2,000' DI
– County Crew Completed

Ralph Hoss 4,300' DI – County Crew- completed

Mathes Circle/ Nolechuckey Fire Dept 800' County Crew-Completed

Malone Hollow- County Crew- Completed

Saylor Hill Road- County Crew -Completed

County Construction Crew

For the month of August 2023, the County Construction Crew has installed 200' of water line on Saylor Hill Road this month. The crew has also installed 6- valves, 6" 45 degrees, and 7- taps.

The crew connected the new line to Fortunes Road and then put water on the line to test. They also finished Saylor Hill clean- ups. The crew paved the intersection of Saylor Hill and Fortunes Road. This line extension is completed.

Current County Crew Project Saylor Hill Road

5,380' D.I. total to date

The County Crew started Saylor Hill May 1st, 2023.

*The County Crew have started staging their equipment and materials on Dry Creek Road. The start date for the project will begin September 5th, 2023.



TOWN OF JONESBOROUGH

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

Wastewater – August 2023 Monthly Operations Summary

Date: September 6, 2023

Customer Calls:

Total: 7 Resolved: 7

TN811: Taken: 273 Required Action: 113

Sewer Taps:

New: 6 Completed: 0* Pending: 3* Pending Contracted: 143*

*Our department has not received the CO report to verify contracted Taps

Projects Underway:

1. Washington County Industrial Park
2. Boones Creek Extension
3. N. Cherokee Extension
4. Wilson/Day Extension

Projects Completed:

N. Cherokee Sewer Extension is 40% complete across May Drive (75% overall)

System Maintenance:

Line Cleaning: 3800'
Station Repairs: 3

Line Inspections: 3800'
Station Cleaning: 3

System Repairs: 1
STEP Unit Repairs: 2

Overflows/Releases/Bypasses:

Overflow: 8/4/23 – Persimmon Ridge – I&I
8/10/23 – MH B-100 – I&I
8/15/23 – 5 Points – Power Outage
8/15/23 – Stage Road – Power Outage

Release: 8/4/23 – Bushhog LS – Electrical
8/5/23 – 509 S. Cherokee – Line Collapse
8/15/23 – Shell Road LS – Power Outage
8/15/23 – Bob White LS – Power Outage
8/15/23 – Heritage Place LS – Power Outage
8/15/23 – Mountain View LS – Power Outage
8/15/23 – Avalon Grove LS – Power Outage
8/15/23 – Patriots Point LS – Power Outage
8/15/23 – 4th Avenue LS – Power Outage
8/15/23 – Walnut Grove LS – Power Outage
8/15/23 – Rocky Hollow LS – Power Outage

Bypass: 8/3/23 – WWTP Headworks – I&I
8/10/23 – WWTP Headworks – I&I
8/15/23 – WWTP Headworks – I&I
8/15/23 – WWTP Effluent Flume – I&I

Town of Jonesborough
Environmental Services
Department Monthly Report

August 1, 2023
thru
August 31, 2023

Wastewater Plant: The WWTP is running well. The Diesel Redundancy Pump did operate in August. The month of August experienced 16 days of precipitation for a total of 8.37 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For August, this rate was 55%, equating to an average of nearly 556,000 gallons daily. Four Bypass' occurred in the Month of August

Wastewater Plant Compliance – August 2023

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	6mg/l – 51lb/d	21mg/l – 167lb/d	N
CBOD Weekly	10mg/l – 97lb/d	25mg/l – 208lb/d	N
CBOD Daily	13mg/l – 87%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	1.3mg/l – 10lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	1.6 mg/l – 17lb/d	12mg/l – 100lb/d	N
Ammonia Day.	4.4mg/l	16mg/l	N
TSS Monthly	5mg/l – 50lb/d	30mg/l – 250lb/d	N
TSS Weekly	8mg/l – 91lb/d	40mg/l – 304lb/d	N
TSS Daily	18mg/l – 79%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	3.6/100ml	126/100ml	N
E. coli Daily	17/100ml	941/100ml	N
Chlorine	0.29 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	6.8mg/l	6.0mg/l Minimum	N
pH	7.5su/7.9su	6su – 9su min/max	N

Sewer Construction/Collection System: 4 Overflows and 11 Releases occurred in July due to I&I, electrical issues, and power outages. The N. Cherokee Extension is underway and 75% complete. The Boones Creek Extension is 80% complete. The Wilson Property Sewer is 50% Complete. The Washington County Industrial Park Extension is pending the completion of the previous extensions.

Industrial Pretreatment: Sungwoo Hitech is in violation of its discharge permit due to a QC lab connection. A response letter was submitted to TDEC regarding a recent Pretreatment Inspection Audit.

NPDES Permit: Our facilities are in full compliance with our NPDES Permit.

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

Cobern O. Rasnick
Director of Environmental Services

Work Orders By Type

08/01/2023 to 08/31/2023 as of 9/6/2023
...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	279
Total Work Orders:	279

Work Orders By Type

09/01/2017 to 08/31/2023 as of 9/6/2023
...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	76
WW- **Emergency** Plant Work	2
WW-Requested Work	7
WW-Corrective	14
Total Work Orders:	99

	Current Month	Previous Month	% Change
Work Orders Generated	304	328	-8%
Percentage of Completion	91%	73%	+18%
Work Orders Completed	279	239	+15%

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

Jonesborough Water Treatment Facility

Monthly Report

August 2023

For the month of August, the total amount of water processed was 85.556 million gallons, with a daily average of 2.759 million, a maximum of 2.943 million, and a minimum of 2.539 million.

- 8/1- Collected first round of bacteriological samples and finished all monthly operations reports for TDEC.
- 8/2- Collected TOC, DOC, and fluoride samples to be sent to Waypoint Analytical for our monthly verifications.
- 8/3- Rockhouse pump number 2 kept tripping off with faulty electrical overcurrent. Contacted Osborne electric to resolve the issue. We also replaced front castors and greased bearings on our lawnmower.
- 8/4- Completed all Monthly Operations Reports and turned them into TDEC.
- 8/5- Performed routine maintenance on our Streaming Current Monitor. This included cleaning and checking piston, cell, and sump pump for wear and tear.
- 8/8- The lightning storm we experienced damaged our process meter for filter number three. Osborn electric came and replaced the meter.
- 8/15- Experienced heavy thunderstorm in the area. The plant lost power for a short time and was quickly restored. However, Woodlawn pump station lost power for 10 hours with 3 trees blocking the road. We had to manually close the influent valve until power was restored. Persimmon Ridge Tank road had a profusion of tress collapsed blocking access to the tank. Charlie Hick SCADA suffered a damage modem at the tank. We also treated high turbidity source water.

- 8/16- We worked with water distribution to cut and clear a pathway up to Persimmon Ridge tank. We also collected the 2nd round of bacteriological samples for the month.
- 8/17- We replaced the SCADA modem at Charlie Hick tank that was affected from the storm.
- 8/18- Upon further investigation we discovered damaged to all four of our precast concrete emergency overflow screens on Persimmon Ridge Tank. The Persimmon Ridge Tank security fence was a total loss and will have to be replaced.
- 8/19- Our turbidimeters had a faulty breaker issue. Contacted Osborn electric for replacement.
- 8/22- Collected volatile organic compounds, sodium and nitrate samples to be analyzed for TDEC. Also, collected first round of bacteriological samples
- 8/23- Collected soil and sludge samples from both the plant location and the intake and sent them to Pace Analytical to be analyzed.
- 8/24- Drained and Cleaned the sludge out of our newer basin.
- 8/25- Changed the electrolytes on our amperometric chlorine analyzer and cleaned the membrane.
- 8/29- We discovered a leak in our disinfection storage tank. Specialty chemicals came and emended the discharge fitting. This in turn ameliorated the efficiency of the disinfection tank.
- 8/31-Started preparing the August MOR information.
- All pump stations/tanks have been checked and maintenance performed as needed

In conclusion, all in house laboratory test results as well as all external laboratory test results came out well within appropriate standards and regulations.

Prepared by Luke Cole, Director of Water Treatment, if you have any questions, you can reach me by email (lukec@jonesboroughtn.org) or by phone at 423-791-3837.



TOWN OF JONESBOROUGH

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Street Department

Monthly Report

August 2023

The month of August proved to be an interesting work and weather month for Street Department Forces. The month began with work continuing on the N. Cherokee Street improvement projects in advance of the new K-8 school opening next January. A large portion of daily work on scheduled projects was interrupted by what most accounts agreed was a tornado inside town limits. Much of the month's work efforts had to be redirected as a response to the large-scale emergency the town experienced. As ever, Forces faced the challenges presented them with the best attitude and work ethic possible.

The project receiving the most attention during the month, was the N. Cherokee Street improvement project. Having several different facets of work being performed on N. Cherokee, coordination and logistics were and remain the key to project success. Some of the different aspects/areas of the project include grade work/stump removal, tree removal, road shoulder work so the street can be widened, tree removal and trenching (for Bright Ridge) on Thompson Meadow Lane, and work near the new round-a-bout for Summers-Taylor Forces and Bright Ridge Forces. Forces would also place all the drainage structures and piping on N. Cherokee and eventually Thompson Meadow Lane.

Forces began the month by placing traffic control devices so Summers-Taylor Forces could begin work in earnest on the grading and placement of the round-a-bout near the intersection of Tavern Hill, Skyline Drive and N. Cherokee Street. Street Department Forces then began their work as well. Forces removed tree stumps and performed grading operations in areas where the Bright Ridge tree trimming crew had removed a large number of trees so new power poles could carry electrical service to the new school. Forces excavated the stumps out, then loaded the stumps/debris to be hauled away to be recycled into mulch. Forces then performed grading operations removing an embankment on the west side of N. Cherokee Street. Forces prepared road shoulders on both sides of N. Cherokee Street for improvements. Forces removed grass shoulder material and placed base stone and compacted the stone, so the road could be widened, accommodating a sidewalk on the east side of the road, as well as the road being widened to the west side. Forces removed scrub pine trees on Town ROW along the east side of the project to better allow for sidewalk placement. Forces also worked in coordination with Summers-Taylor Forces to trench and place electrical and plumbing conduits into the round-a-bout center for 'future' use if needed. Forces excavated for the placement of the conduits, placed the conduits, backfilled and compacted w/Grade D base stone.

Forces 'stubbed up' the ends of the conduits for future use. Forces then began placing storm water drainage structures beginning on the south end of the project, near the Ivy Trace subdivision. Forces excavated an existing headwall and 15" drain pipe. Forces cleaned the inside of the drain pipe before tying onto, and extending the pipe. Forces 'potholed' the area to determine the depth of the water and sewer lines. Forces then cut the road, excavated and installed drain piping and a junction box structure on the west side of N. Cherokee Street. Work is continuing on many different fronts for Street Forces on the N. Cherokee Street project. Work on the N. Cherokee Street project closely relates to the school project, so time is of the essence.

It will come as no surprise that Street Forces, as well as many other departments, played a key role in the aftermath of what was likely a tornado inside town limits. As the event has been widely covered and discussed, I won't belabor the event history here. Just to say that Forces responded to a wide spread emergency situation, with all the heart and muscle that they could muster. Forces provided support for JPD/JFD, as well as for utilities such as Bright Ridge and Brightspeed. Forces provided and placed traffic control to close the many streets and roads with downed utility wires, trees and debris in the roadway, as well as flooding. Forces continued to cut/remove trees as the utility companies began to untangle their respective utilities from the mangled and twisted tree debris littering town streets. Forces continued to work for basically two weeks, cutting trees, hauling away brush, cleaning town streets. It is also of note, that many if not most town departments had to postpone their scheduled duties to assist in this incredible rescue and clean up effort after this massive event. I do not know that I have seen an emergency of this size, in our town, ever. But, I do know that I have never seen a greater response coming from ALL town staff involved in rescue and clean-up efforts. It was simply an amazing response during what was a(n) horrific event for all who witnessed. I tip my 'hat' in very sincere appreciation to all the brave souls who selflessly participated in this emergency effort. Jonesborough was saddened that fateful day, but she also smiled as her people responded in that classic Tennessee volunteer spirit. I am extremely proud of each and every person who discounted their own safety so that they could serve others. That is truly what makes Jonesborough the great town that she is.

As ever, Forces monitored, maintained and repaired the storm water system and drainage inlets and structures throughout town. Forces performed animal control duties as well. Forces responded to debris/trees/limbs in roadway calls during the month. Forces also continued to mow town Right of Ways (ROW's) and to trim/clear vegetation at intersections and from around signage at every opportunity.

As an ongoing commitment to motorist's safety and driver information, the Street Department continues a 'sign replacement and upgrade' program. Street Forces continue to bring faded or non-retroreflective signage up to modern standards set forth by the MUTCD (Federal standard).

There are many more daily maintenance and routine operations the street department undertakes. The Street Department strives to give Town management and the Town's people an excellent return on their investment. The Street Department is happy to serve the town, the leadership, and other departments to provide better, safer roadways, more effective drainage, and safety and support during special events and happenings in town.

Director of Streets
Malcolm Highsmith

Street Department – 1320 – August 2023 Daily Work Record (DWR)

8/1/2023

1. Street Department Forces used traffic control devices to close Shell Road to thru traffic so backfilling operations could resume. Forces used equipment and labor to place fill dirt and backfill behind concrete curbing
2. Forces cut/removed fallen tree/debris from fallen tree on N. Cherokee St. Forces cut/loaded and removed large fallen tree and debris
3. Forces cut/removed fallen tree on Skyline Dr near intersection w/Rocky Hollow Rd Forces cut/loaded and removed large fallen tree and debris
4. Forces painted sign posts in Meadows subdivision in advance of replacing street blade signage

8/2/2023

1. Street Department Forces used traffic control devices to close Shell Road to thru traffic so backfilling, seeding and straw placement operations could safely continue. Forces used equipment and labor to backfill curbs, and to sow grass seed and place straw for moisture retention. Forces placed (6) loads of top soil
2. Forces opened Shell Road to thru traffic and returned traffic to normal traffic pattern
3. Forces placed traffic control devices, signage, lighted water barricades etc @ intersection of Skyline Drive and Tavern Hill road so Summers – Taylor Forces could commence work on Round-a-bout construction

8/3/2023

1. Street Department Forces replaced traffic control devices near intersection of Skyline Drive and Tavern Hill road due to motorist driving thru water barricades due to not being able to stop his vehicle
2. Forces placed flat rip-rap stone in driveway edge of residence @ 269 E. Main Street to correct storm runoff issue
3. Forces worked @ JPD/JFD training facility hanging doors and installing flooring

8/4/2023

1. Street Department Forces worked @ JPD/JFD training facility installing base board trim and installing door jambs
2. Forces loaded and transported blue new holland tractor to Morristown for repairs to shuttle shift mechanism malfunction

8/7/2023

1. Street Department Forces used brush truck to remove cut brush from Shell Road. Forces transported brush to Recycle yard
2. Forces loaded and transported Mini Excavator to Shell Road to clean out the ditch from Town limits into Washington County
3. Forces completed backfilling curb lines on Shell Road, and completed sowing grass seed and placing straw/straw matting
4. Forces placed Class A-1 Rip Rap to line storm drain on the Shell Road project
5. Forces placed 2" stone along low shoulder area of Headtown Road (north section)
6. Forces cleaned storm drains throughout town in advance of forecast heavy storms

8/8/2023

1. Street Department Forces used shoulder mower to mow ROW's on town streets in advance of upcoming Pioneer 5K event/run. Forces mowed W. Main St, Holmes Dr, Forest Dr and Persimmon Ridge
2. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond @ the 4 Oaks facility is functioning as designed.
3. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.
4. Forces pre-drilled holes in sign blades for sign replacement in Meadows subdivision
5. Forces cleaned asphalt truck bed and asphalt tools for asphalt placement

8/9/2023

1. Street Department Forces placed asphalt rolled curbing @ 511 & 513 Locust Street, as well as on Malone Drive. Forces used 4 tons of asphalt supplied by PaveWell
2. Forces patched water dept. utility cut on S. 3rd Avenue. Forces patched water utility cuts near intersection of Bowman Ave and Depot Street
3. Forces patched potholes on Bowman Ave
4. Forces patched asphalt delamination on Old SR-34 in advance of Pioneer 5k Run/event
5. Forces patched asphalt delamination @ interface of Fox Street/Parson's Table lot
6. Forces hung new street blade signage in original phase of Meadows, due to sign fading and not being MUTCD compliant
7. Forces placed asphalt rolled curbing @ 311 Berkley Court

8/10/2023

1. Street Department Forces loaded and transported the Link Belt track hoe to the N. Cherokee drainage installation project
2. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond @ the 4 Oaks facility is functioning as designed.
3. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley

Court. The drain inlet was clear and functioning as designed.

8/11/2023

1. Street Department Forces inspected, greased, topped up all fluids and readied Link Belt track hoe for operation on N. Cherokee St drainage improvement project
2. Forces used tractor and shoulder and tractor to mow ROW on Old SR-34 in advance of Pioneer 5K event/run
3. Forces used open broom to sweep grass clippings/debris from Old SR-34 in advance of Pioneer 5k event/run. Forces used brush truck to remove brush from ditch line of Old SR-34
4. Forces used tractor and shoulder mower to mow ROW on N. Cherokee St, 600 block in advance of drainage install operations. Forces also used open broom sweeper to clean gravel from N. Cherokee Street. Forces used the brush truck to remove tree debris/limbs that were cut and left behind from the Bright Ridge tree trimming crews.
5. Forces cut vegetation on ROW/corner of Thompson Meadow Lane/N. Cherokee St. Ben Gamble Rd, Skyline, Rocky Hollow Rd, Payne Rd, Angle St, Britt Drive, W. College

8/12/2023

Saturday

1. Forces provided traffic control for the Pioneer 5k Race from the Courthouse to David Crockett High School. Forces the 'manned' a designated post during the race, then removed traffic control and returned traffic to the normal pattern post-race.

8/14/2023

1. Street Department Forces worked in the 600 block of N. Cherokee Street removing scrub trees on ROW so drainage/sidewalk could be installed in that area. Forces also 'potholed' for depth of water line in that segment of street. Forces scribed and removed two sections of asphalt so the water line could be 'potholed'.
2. Forces removed scrub trees on N. Cherokee project. Forces excavated out tree stumps along the 600 block of N. Cherokee St. Forces worked w/Sewer Forces to 'pothole' areas above water line to determine depth of water newly placed water line Forces loaded out stumps/brush/trees and transported to the brush yard to be recycled. Forces cleaned the roadway after tree removal operations

8/15/2023

Extreme storm event/tornado

1. Street Department Forces reported in early to assist in efforts during the aftermath of possible tornado in town.
2. Forces placed traffic control devices to close streets in town. Forces cut/removed fallen trees in roadway. Forces worked with utility Forces to remove fallen trees/material from roadways as quickly as possible

8/16/2023

1. Street Department Forces continued post-tornado storm cleanup efforts. Forces cut/removed trees from S. Cherokee St/Woodrow Ave, Parson's Table Lot, 1527 Persimmon Ridge Rd, Water Tank Rd on Persimmon Ridge, Bowman Ave and Pine Street

8/17/2023

1. Street Department Forces continued post-tornado storm cleanup efforts. Forces cut/removed trees from Willow Crk Ln and W. Main St. Forces operated brush truck to pick up and remove fallen tree debris from many locations in town

8/18/2023

1. Street Department Forces continued post-tornado storm cleanup efforts. Forces cut/removed trees in various locations throughout town. Forces operated open broom sweeper on town streets to remove gravel, tree cut of debris etc. Forces operated brush truck and picked up/removed brush from various locations throughout town
2. Forces provided traffic control for MOTS

8/19/2023

Saturday

1. Street Department Forces provided traffic control set-up for the Farm to Table event.
2. Forces picked up/removed brush/debris from town streets

8/21/2023

1. Street Department Forces continued to cut/remove brush from town roadways/streets. Forces cut/stacked fallen tree parts near downed utilities on Pine Street, behind the Chucky Depot and behind the Gillespie building/property. Forces cut/removed tree leaning over the roadway on Ben Gamble Rd.
2. Forces loaded the Link Belt machine from the 3rd Ave and transported back to the N. Cherokee St project. The machine had been used to remove fallen trees in various locations throughout town
3. Forces used the Solid Waste brush truck to pick up brush throughout town

8/22/2023

1. Street Department Forces cut semi-fallen trees (leaning into roadway) behind Golden Oak Park on Ida Sue Drive. Forces used brush truck to pick up and remove the trees/brush
2. Forces excavated out stumps on ROW in 600 block of N. Cherokee St project. The stumps were left behind from trees cut down for power pole placement by Bright Ridge
3. Forces continued to use both brush trucks to pick up brush piles from town ROW

8/23/2023

1. Street Department Forces cut semi-fallen red oak tree from ROW in the 600 block of the N. Cherokee St project. Forces used brush truck to remove the large limbs from the tree trunk, and to haul away. Forces continued to excavate and remove tree stumps from ROW on the N. Cherokee St project
2. Forces excavated area of ROW on the N. Cherokee St project so that the roadway could be widened. Forces hauled Grade D base stone and placed and compacted in excavated areas of road shoulder on N. Cherokee St
3. Forces continued to use both brush trucks to pick up brush piles from town ROW

8/24/2023

1. Street Department Forces excavated to remove the remaining stumps on the N. Cherokee St project. Forces loaded stumps and hauled off site
2. Forces continued to use both brush trucks to pick up brush piles from town ROW

8/25/2023

1. Street Department Forces used John Deere 230 track hoe to arrange brush @ the brush yard so more brush could be brought in.
2. Forces continued to use both brush trucks to pick up brush piles from town ROW
3. Forces loaded out stumps/brush from the N. Cherokee St project

8/26/2023

Saturday

1. Street Department Forces continued to use both brush trucks to pick up brush on town ROW's and transport to the brush yard

8/28/2023

1. Street Department Forces hauled Grade D base stone to N. Cherokee Street project Forces placed and compacted base stone on west side road shoulder of N. Cherokee Street project. Forces placed (2) loads of base stone
2. Forces cut down broken tree hanging over walking trail @ Chucky Depot. Forces cut and loaded out the tree to be recycled. The tree was discovered hanging over the walking trail and needed to be removed from a safety standpoint. Forces also used brush truck to remove brush from the side of the cabin @ Persimmon Ridge

8/29/2023

1. Street Department Forces loaded and transported small Bobcat skid loader to Stage Road park for Parks & Recreation Forces to use for storm cleanup
2. Forces loaded and transported mini excavator to N. Cherokee Street for use on that project
3. Forces used excavator to remove material on shoulder of N. Cherokee Street so drainage structure could be installed.
4. Forces used brush truck to remove burned power pole and material following a fire

8/30/2023

1. Street Department Forces used brush truck/saws to remove tree that had fallen across one lane of traffic on E. Jackson Boulevard. Forces provided traffic control, moved the tree to the road shoulder where it could be cut and removed. Forces loaded the tree and transported be recycled into mulch
2. Forces loaded and transported the small skid loader from Stage Road park to the N. Cherokee Street project for use in installing (2) 2" conduits into center of round-a-bout for 'future use'. Forces used mini excavator to excavate ditch for placement of (2) 2" conduits, placed the conduits into the excavation, then placed Grade D base stone and compacted the excavation area. Forces stubbed up the conduits under 'flower pots'.
3. Forces scribed and cut asphalt cuts for placement of drainage line north of the Ivy Trace subdivision. Forces would tie onto existing 15" drainage piping @ an existing headwall on east side of N. Cherokee (600 block)

8/31/2023

1. Street Department Forces continued work on the N. Cherokee Street improvement project. Forces excavated road shoulder so road could be widened. Forces 'based in' and compacted road shoulder with Grade D base stone. Forces used equipment to shape/contour the grade on the west side of the project (600 block).
2. Forces installed drainage basin and drainage piping @ the beginning of the N. Cherokee Street improvement project. Forces removed existing headwall near entrance to Ivy Trace subdivision and extended piping so stormwater runoff could be taken to the outfall on the west side of the project. Forces scribed and cut road where the pipe would be taken across the roadway. Forces installed drainage piping across first half of the roadway, then switched traffic control to the other side of the roadway so work zone could be established and drainage installation could continue. Forces excavated area where drainage basin would be installed on west side of project in 600 block of N. Cherokee St.

SIGN LOG

DATE: August 2023

- 1 Replaced Street Blades to proper MUTCD color/font - Goldenrod x 2
- 2 Replaced Street Blades to proper MUTCD color/font - Sweetgrass x 2
- 3 Replaced Street Blades to proper MUTCD color/font - Thistledown x 2
- 4 Replaced Street Blades to proper MUTCD color/font - Meadows Edge x 2
- 5 Replaced Lemongrass Street Blade - missing



August 2023 Monthly Report

Amber Crumley, Director of Special Events

- Continue to work with Matt Gulley on purchasing items for the new fiscal year and prepping for the National Storytelling Festival and working on two new shirt designs for the festival.
- Ticketing duties for August 2023 completed:
 - August 2023 ticketing revenue and donation through the ticketing site was \$44,317.00.
 - Completed event audit & financials for: Crowns at the McKinney Center and August StoryTown Radio Show.
 - Input tickets to sell: all 4 events for Taste of Tennessee, Telleabration for the Jonesborough Storytellers Guild and Halloween Trivia with the McKinney Center and the Heritage Alliance.
- Completed payables and purchase order requisitions for the Old Town Emporium, Department of Tourism and Visitors Center.
- Completed the Stripe transaction reconciliation for all ThunderTix August 2023 transactions/payouts and submitted to Gina Larkins.
- Continue to assist with setting up the merchandise tent, prepping table for volunteers and accounting for "pass the hat" with Music on the Square.
- Assisted Cameo Waters and Matt Gulley with interviews for the Host I position within the Visitors Center. We have submitted our recommendation and are waiting on final approval from pre-employment screenings.
- Organized and attended two meetings in August to discuss merchandise needs for the Old Town Emporium and display/portico décor for storytelling festival weekend.

- Met twice with Kat Latham with the Washington County Emergency Management Agency to discuss their participation with us during Halloween Haunts & Happenings.
- Completed event applications/memos for holiday events in town, including the Lighting of the Tree and 3 of the 4 Saturdays during Christmas in Olde Jonesborough.
- Attended one meeting with the JAMSA Pumpkin Fest committee to discuss ticketing and event plans. I assisted with inputting tickets as well as rounding up some market place vendors for a small fall market during the event on September 23. So far I have 6 vendors that will be set up downtown selling their fall/pumpkin themed items.
- Organized and attended a meeting with Steve Strickler, JBO Food City Manager, to discuss their donation and involvement in our Halloween Haunts & Happenings event. They are able to donate \$2,000 to the event and will be our stage sponsor for 2023.
- Continue to work with BrightRidge and the Washington County Election Commission on fiber internet at the Visitors Center.
- Attended the JAMSA merchant meeting to discuss the Jack-O-Lantern Drive Thru and Halloween Haunts & Happenings.
- Attended two meetings with Bob Browning to discuss point of sale systems and accounting for the Stage Door.
- Attended the Main Street Board meeting for August.
- Attended a meeting with staff from the International Storytelling Center to discuss registration needs at the Visitors Center during the festival.
- Attended a meeting with T. McLeod to discuss putting together an event for Veterans Day, November 11th, at the courthouse.
- Organized and attended meetings with potential activity stops during Halloween Haunts & Happenings.
- Attended a meeting with Rachel Conger and Greg Clark to discuss downtown décor and photo opportunities for the upcoming fall/winter season of events.

Supervisor Report for August 2023

Senior Center

We received a notification award of an \$8,000 grant from the Tennessee Commission on Aging and Disability, that we applied for. This grant funding will be used to replace our current dishwasher with a higher capacity dishwasher and shelving for our senior center kitchen. We will also use the funding to purchase an information board for Lincoln Park, which will display a map, schedule of activities, programs and flyers for upcoming events.

Our current membership is 1,504. We are averaging around 200 people per day.

In the month of August, we hosted a Stroke Education class, Billiard's tournament, Alzheimer's support group, Veterans' Group, Bowling, trip to play billiards in Kingsport, Lunch Bunch, Walk with Ease, A Summer Pamper Session for Skincare, a computer class in partnership with the Jonesborough Library, Grief Counseling and Trivia with Budds. We are also offering over 25 fitness classes per week, plus an additional 3 fitness classes offered at Lincoln Park.

We continue our story collecting with September's topic to be veteran stories.

Café Connection continues to be successful, and I recently had the opportunity to speak with the Senior Nutrition Consultant for the Administration for Community Living (ACL), which is a division of the Department of Health and Human Services for the Federal Government. Our nutrition program was recognized by the Tennessee Commission on Aging and Disability (TCAD), and they shared with the ACL about our program. The ACL is currently working to revamp the daily lunch program (congregate lunch) and how the meals are served, presentation and public perception. This was an incredible opportunity to share our program and to highlight the Lincoln Park gardens and how that is serving the needs of so many seniors struggling with food insecurity. I met virtually with Kathryn Tucker, Senior Nutrition Consultant for ACL and then we scheduled a webinar, where I shared our program and the small sustainable changes, we made to revamp our congregate lunch. This recorded webinar is now available on the ACL website.

Our MyRide Program provided 190 rides in the month of August, which is the highest number of rides given since the program started in December of 2018.

Our Faith Community Nurse is being her program on the Energy Bus which she will present to Town of Jonesborough Supervisors at the next Supervisors meeting in September. Many of Gayles programs are focused on the Wellness Model.

Lincoln Park

We are offering three fitness classes each week: Flowmotion on Tuesday, Rhythm in Nature Wednesday, and Yoga on Saturday. Additionally, we offer Lincoln Loopers, Bocce Ball and Pickleball instruction weekly, and monthly we offer Art in the Park. The Master Gardeners come daily and water and harvest in the gardens. We are now able to enhance our lunches each day at the senior center and send fresh produce on our Meals on Wheels Route and make the extra produce available to our members. We look forward to hosting Senior Olympics Shuffleboard on September 18th. We continue weekly weeding of the flower beds and daily maintenance checks to ensure the park looks its best. With some of the grant funding we will be installing an information sign for Lincoln Park as well.

Respectfully,

Mary Regen, Director

JONESBOROUGH STORYTOWN INITIATIVE: 85%

STORYTOWN RADIO SHOW

- Wrote/edited original script (Full One-Act Length) for August StoryTown Radio Show
- Presented “Appalachian Pot Pourri” episode on Monday, August 28
- Recruited Kasey Williams to perform sing-along for Radio Show
- Incorporated and edited stories from Writers Group for the production

PLAY IN A WEEK CAMP GRANT

- Tennessee Arts Commission and First Tennessee Development District approved the grant for the 2024 Play in a Week Camp, **providing \$3,500 To support the camp!**

VOLUNTEER HOURS: 128

- 21 Radio Show actors (5 hours each) 105
- story contributors: (3x 5 hours each) 15
- 2 Concessions workers- History Trivia Night (2 x 2 hours each) 4
- 2 volunteers for radio show (2x2 hours each) 4
- **Crowns volunteers- totaled by Skye**

ART EDUCATION

- Assisted contributing writers in formatting scripts

OUTREACH

- Worked with Umoja and Umoja Volunteers to present *Crowns*
- Participated in August Open House at McKinney Center
- Organized a small “Tour Troup” to perform from a Marine Unit Reunion in Jonesborough at the Visitors Center on September 5th

STORY TRAINING/COLLECTING

- Recruited story collectors for September Listening Day
- Wrote Press release for September Listening Day

PODCAST

- Posted episodes #62 and #63 to podcast channel
- All podcasts may be heard at: <https://storytown.simplecast.com/>

CROWNS MUSICAL

- Performed a completely **SOLD OUT** run with an added show

HISTORIC MARKER- Neighborhood Story Project

- Marker has been completed and will be delivered to the TDOT garage soon.
- Planning a meeting with Neighborhood Story Project Members first week of August when they are back/recovered

- Will plan unveiling and community event with the Town once the delivery is made to garage. Including local representatives.

MARKETING, SOCIAL MEDIA PROMOTION 10%

- Appeared on WJCW to promote StoryTown
- Organized actors from *Crowns* to appear on WJHL
- Appeared on WJHL to promote StoryTown
- Wrote newsletter for September Listening Day
- Wrote press release and E-Newsletter for StoryTown Radio Show “Appalachian Pot Pourri” episode
- Provided material, story snippets, photos for StoryTown event post for Facebook posts
- Wrote Press release for “Crowns: A Gospel Musical.”
- Worked on Crowns Social Media posts

GRANTS, FUNDRAISING 5%

- Submitted request to receive first 40% of our \$8880 grant with the Tennessee Arts Commission
- **Received \$3500** Tennessee Arts Commission ABC Grant for “Play in a Week” camp
- Working on a \$1500 micro-grant for accessibility from South Arts to provide interpretation for the hearing impaired

Theresa Hammons
McKinney Center Director
Monthly Report – August 2023

General Comments: August was the busiest month that we have had in a long time. We had three weekends of consecutive events, the Fall Open House, the Crowns play, and the Fall market. My staff and I worked a lot of hours this month to ensure that these events were successful. All the events went incredibly well and we were happy with the participation and the attendance. We have also been heavily marketing fall classes and preparing for Halloween events.

August Programming and Events that we did or attended

August 5	Farmers Market
August 10	Conversations That Matter
August 12	Fall Open House
August, 18, 19, & 20	Crowns
August 25&26	Fall Market
August 28	StoryTown Radio Show

Fall 2023 Update – We have 190 students registered for Fall Classes with a total of 19 classes and workshops that have “made.” We have many more classes and workshops scheduled later in September and October, so we will see these numbers rise. However, I am seeing a decrease in registration compared to past years. I have talked to a few of our instructors and students about this and they all seem to be in agreement that the economy is playing a large part in people’s spending. My staff and I also feel that having so many large events in August made it difficult to market the classes on social media as effectively as we have in the past. The Crowns play was scheduled the weekend it was because we did not have any other time to schedule it. Between classes, workshops, the Radio Show, fundraisers, special events, and rentals, we do not have many free weekends or evenings to schedule any additional events or programs.

The Fall Open House was August 12, 10am – 2pm. The event was upbeat and busy. The open houses have fewer attendees each time. However, the number of people who register online prior to the open house continues to grow each semester. We hope to transition from an open house event to a “register in person” day for those who have trouble registering online and for those who prefer to speak to someone in person about classes.

To prepare for the Fall semester and the Open House, I created and conducted a faculty meeting with new and old faculty to go over logistics and policies. We also held a meeting for our hosts to refresh them on their responsibilities while staffing the building. Bre assists in ordering supplies for classes. I had done the PO’s. I ordered the clay and drove to Ashville to pick up 1,575 pounds of clay for the fall semester. I did numerous TV and radio interviews for classes and open house. As deadlines approached, I assessed registrations and coordinated cancelling and combing classes. I also communicate with any students or parents who need help once we start cancelling and combing. For the open house I order the yard signs, help put them out, wrote press releases, order the food and decorations for the day, set up for the event, etc. We have had several scholarships this semester. I review those and correspond with parents. I also interviewed a possible new instructor for Spring semester

Crowns – The Crowns production was August 18, 19, &20. It could not have been better. We sold out all 4 shows and had to add an additional show. This project did more than just fill seats. We have built lasting relationships and friendships that we would have not known otherwise. I definitely hope to partner with

UMOJA in the future.

The plays take a long of planning and implementation. For this production I took some of the beautiful church hats that were loaned to us and did an exhibition of those hats around the auditorium room. Skye and I shopped for all the gala items and concession items. Skye, Bre, and I set up for the gala, prepared all the food, set out all the food, and kept food items filled during the event. I also worked with Bridges, a company that offers deaf interpretation to ensure that one of our shows was interpreted. I also worked with Felipe Fuiza at ETSU's Department of Language to get a sponsorship for the sign interpretation paid for. I wrote the opening curtain speech for the performance and gave the curtain speech and most of the performances. We all helped staff the shows, cleaned behind the scenes.

McKinney Center Fall Market – August 25 & 26 – We had over 500 visitors between the two days which is our best turn out to date! Our inside vendor spaces were full. We had a good number of vendors in the parking lot. Our best addition this year was having Walter Buford and Fred Collins offering BBQ and friend fish. For this event I worked with Allison Outdoor on a digital billboard ad. I got the yard signs updated and help distribute. I marked off all the vendor spaces, and helps vendors set up. I also coordinated and scheduled all the musicians for the weekend. I did several TV and radio interviews for the event along with writing press releases. I also corresponded with the vendors regarding their needs and questions.

Hallway Exhibition Schedule –Karen Hitchcock and Carolyn McLaney's exhibition went through August 18. Sue Everitt, a scratch art artist and painter has installed her exhibition with an opening scheduled for September 8. Sue's exhibition is phenomenal. She will be conducting a demo at her opening and will also be giving out scratch art tool kits to the first few people who arrive. The exhibition is not even open, and we have sold 3 pieces! I think we are going to have a great turn out for her reception. We are also going back to having full receptions with food and beverages.

Halloween Haunts and Happenings Exhibition – I've been planning a Halloween exhibition to parallel with downtown events for sometime now. This month we have been taking submissions for artwork. I have written press releases and website text. We have reviewed submissions and I have been in communication with artists. The exhibit runs from October 13 – November 3, with an opening reception on October 20. I am also working with the Heritage Alliance to have a few oddities from their collection in the exhibition.

Halloween Trivia – we have been working on another Halloween Trivia event with the Heritage Alliance. We have met and discussed logistics.

McKinney Scholarship I've worked with Ernest Jr. (Buttons) McKinney this month to include Marion McKinney's name in the title of the scholarship. Unfortunately, I can not make the September BMA meeting but I am glad that we are remembering Marion's legacy.

Memorial Bench and McKinney Center's 10th anniversary – **November 8, 2013** was the official opening of the McKinney Center. Skye has been working with our Diversity and Equity committee to place a bench at the original entrance of the facility with a plaque that includes the names of Booker T. Washington educators. We hope to combine these two efforts into one event. The research regarding educator and staff names has been completed. We have price quotes from various companies regarding benches. We are also getting quotes for garden plaques. We hope to have this project wrapped up soon.

MLK Student Art Exhibit – This month I have contacted Washington county and Johnson City Schools to see if they are interested in doing another MLK student art exhibition. I am planning and organizing that event.

AmeriCorps Volunteer position for StoryTown – We've had an AmeriCorps Volunteer position open for

many months. We just had not had any good applications. I revised the job description and really pushed the advertisement by emailing as many contacts as possible. We received four very good applications. I contacted the four applicants and set up interviews for two individuals. We hope to find Jules a good assistant shortly.

Outreach Statistics and Volunteers

Month	Classes	General Visitors	Rentals	Outreach Events	MBM Digital Outreach	StoryTown Digital Outreach	Paper Outreach	Total
January	11.00	1245.00	117.00		26590.00		8550.00	36,513.00
February								
March	319.00	1521.00	323.00		22344.00		10.00	24,517.00
April	547	686.00	354.00	320.00	14971.00		25.00	16,903.00
May	433.00	614.00	461.00	277.00	30366.00			32,151.00
June	165.00	377.00	39.00	190.00	12344.00		300.00	13,415.00
July	364.00	310.00	110.00	200.00	17103.00			18,087.00
August	21.00	258.00	530.00	418.00	13951.00		700.00	15,878.00
September	67.00	1741.00	65.00	145.00	69990.00		8760.00	80,768.00
October								0.00
November								0.00
December								0.00
								238,232.00
								0
	1927.0							238,232.00
Total	0	6752.00	1999.00	1550.00	207659.00	0.00	18345.00	0

Other Tasks:

- Weekly staff meetings with MKC staff.
- Meeting with the marketing team to discuss upcoming events and help needed with promotions.
- Organize and prep for MKC Advisory Committee meeting.
- JAMSA meeting
- Main Street Jonesborough Meeting
- Supervisors Meeting
- Managing grants.
- Course Storm deposits (class registrations).
- Regfox deposits (Fall Market – vendor booth payments).
- Updated Asana plans.
- Review rental calendar and schedule for hosts.
- Assisted AmeriCorps Volunteer with Newsletter content.
- I do all the AmeriCorps paperwork each month, approve time sheet, and this month I turned in the quarterly invoice.
- Administrative duties such as helping students, answering questions, turning in receipts, requesting checks, ordering supplies, processing scholarships, etc.
- Fall Market correspondence with artists/makers regarding applications and logistics. Sent the artists their acceptance letter and logistical information.
- Corresponded with the applicants for the StoryTown AmeriCorps Assistant and scheduled interviews.
- Submitted request for the Scholarship Fund name.
- Spoke to Jonesborough Kiwanis. They gave us a \$500 donation to put toward summer camps.

- Assist with Volunteer Appreciation event as needed
- Worked with Robert to organize grants
- Assist Bre and Skye with rentals whenever needed.
- Title IV training
- Assisted with marketing for Radio Show
- Working with Rick Duval to install thermostat covers

Upcoming September Events

September 8, 5-7pm	Sue Everitt's exhibition opening
September 13, 10am – 3pm	Listening Day
September 14	Conversations That Matter
September 21	Volunteer Appreciation Event
September 25	StoryTown Radio Show

August 2023 Monthly Report, Skye McFarland

August has been insanely busy with open house, the Crowns play, and our Fall market. We have had a great outreach digitally and in person this month, as well as great volunteer hours. We are preparing for other fall events and the start of our classes in the Fall semester. It has been a very busy month, we are looking forward to some respite in September, but we will be attending UMOJA, starting classes, and hosting the volunteer appreciation event.

Outreach

During August our in-person outreach events include the Farmer's Market. We had two volunteers attend this event, as I was going to be out of town, and they interacted with about 65 people. We ran two Facebook/Instagram ads this month for our Open House and for the McKinney Center market. We had great outreach there. We have continued to have excellent reach on YouTube as well, and our Instagram outreach was up this month, as well. We gave 8,000 flyers to Johnson City Schools and gave out close to 760 catalogs at Open Houses and in distribution to Johnson City and Jonesborough. For these events, I recruited volunteers and created a craft for the Farmer's Market. I created graphics and put together images for class posts, and the ads for Facebook. I created small videos for appropriate events.

Month	Number	Digital	Paper	
January		26,590	8550	35,140
February		22,344	10	22,354
March	320	14971	25	15,316
April	352	28405		28757
May	190	12344		12534
June	200	17103		17303
July	353	13,951	500	14804
August	65	69,990	8760	78815
September				
October				
November				
December				
				225,023

Volunteers

This month our volunteer hours came from attending school open houses, the farmer's market, and Crowns. We were able to attend 5 open houses thanks to our staff and volunteers. We also had no problem getting volunteers to help with the play Crowns. UMOJA's volunteers stepped up and filled in without an issue. We had many show up that we weren't even expecting. We also had two volunteers fill in at the farmer's market this month when I was unable to attend. For each task I created a sign-up sheet, emailed volunteers, followed up, sent instructions, and made sure each person knew what was expected of them. We have many volunteer opportunities coming up again, but they are outreach events and we struggle to get folks for these events. I will be working over the next week to email high school teachers/counselors and whatever connections I have to request help for UMOJA festival and Bristol in Bloom.

	Skye	Jules	Total
January	4.5	951	955.5
February	48	2305	2353
March	21.5	131	152.5
April	55.5	281	336.5
May	17	261	278
June	32.5	146	178.5
July	10	167	177
August	84		
September			
October			
November			
December			
			4431

Diversity & Equity

The Diversity & equity committee met on July 27th. We continue to discuss the event where we will dedicate the bench and plaque, we are creating to the Booker T. Washington staff and faculty. We decided to host the event in November and have the bench dedication outside and then to come inside for a 10-year anniversary of the McKinney Center with birthday cake. Since this last meeting we have purchased the bench and are waiting to hear when it will arrive. To purchase the bench, I worked to find multiple quotes and Theresa worked to put the order in with the town. I am continuing my research to figure out which company we will get the plaque from and to work to get the language correct. Our committee has split up the names listed on the plaque as of right now to work to find their living ancestors to invite to our event in November. I worked to create the agenda for our meeting, ran the meeting, and took meeting minutes.

We hosted our Conversations That Matter event that was released as a podcast on August 18, which featured Ralph Martin and Cathy Walker who were both cast members in the play, Crowns. They were great. We have an idea of who we want to interview for September, as well. I ran the technology and edited the video footage and created a graphic to release this podcast. I am also thinking and planning for the Conversations That Matter dinner we hope to host in December to celebrate this year's guests.

Miscellaneous

This month I have worked assist Bre with rentals and have continued to maintain August schedules and created September schedules. I have continued to work on the planning for the Volunteer Appreciation dinner including contacting Ingles and Food City in request for donations. I created a Crowns video to advertise the play, taking photos of Crowns, videoing the performance, and making sure volunteers were here and ready to go to help us work the production. I also helped with shopping for the gala and served drinks during the event. I created graphics and helped Anne Mason figure out final details to get the Halloween History trivia event up and for sale and the Facebook event posted. I have continued to post on social media regarding classes, the McKinney Center Market, and all of the Crowns posts that were needed. Bre and I delivered yard signs for the Open House and traded them out for the McKinney Center Market yard signs. I completed the Crowns programs and asked Donna to print them. I also spent some time putting up black vinyl cling on the large window/door in the auditorium for the play.

Breanna Walker-Schadler August Monthly Report- McKinney Center

Social Media:

- Create daily content for social media
- Post across Facebook, Instagram, and Twitter
- Respond to comments and engagements
- Facebook reach 4,025 - up by 5.5%
- Facebook new likes 10

StoryTown Radio Show:

- Download July StoryTown Radio Show audio to send to WETS and to make into podcast
- Print off copies of script for the cast

Storytown podcast:

- Promoted Podcast on social media
- Retrieved a story from the archives for an episode of Stories from the Archive, edited, and uploaded it
- Uploaded July Radio Show into a podcast

Story Collecting:

- Print out transcripts and file them in archive

Crowns:

- Reserve gala tickets and sell tickets occasionally in person/over the phone
- Keep in touch with Bravissima over reserving tickets
- Attended and worked final dress rehearsal and several play performances over the weekend, including helping set up for gala, helping volunteers, cleaning up McKinney Center

McKinney Center:

- Assisted with August teacher payment
- Reach out to students who took pottery classes over the summer that their pottery is ready to be picked up via email and phone call
- Attend marketing meeting
- Attend weekly staff meetings to discuss organization wide events and activities
- Field phone calls and welcome guests as they come in the building
- Deposits as needed for incoming / depositing money
- Send out monthly newsletter with upcoming events on Mailchimp
- Keep track of artists who submitted for the Fall Market (spaces and pictures)

- Assist with rentals, payments, and general information/questions
- Schedule September voice/guitar lessons
- Assist with setting up and welcoming people into the Fall Open House
- Welcome people into the McKinney Center/work the parking tent at the Fall Market
- Review updated calendar as classes are cancelled
- Switch/cancel class registrations as classes are cancelled
- Organize supplies orders for classes that have made



Updates and Projects

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

Main Street and Downtown Update

Attended the JAMSA board meetings for the month, multiple marketing meetings, event meetings, etc.

Involved in assisting JAMSA with event planning, event permits, and marketing for Pumpkin Fest

Finalized Christmas Décor proposal and submitted it to the BMA

Tourism update

Continued working with Visit JC on a few large events coming to the area in a year (motorcoach association and Miss TN pageant)

Worked with youtuber to film and interview merchants about the Town

TN Crossroads episode about Jonesborough came out this month

Sat in on host interviews

Attended NETTA board meetings

Guest speaker for the ETSU Tourism Class

Attended a TN Songwriters Week webinar

Marketing

Met with JC Press to discuss how we can work closer together

Gave Grace from JC Press a tour of town

Marketing was heavy for Wetlands, Brews & Tunes, MOTS, and the Pumpkin Fest

We are continuing our weekly segment on WJCW. The goal is to share information regarding Town projects and to keep individuals informed
 Met with Eric Hutton on billboards for a number of events

Events

Finalized Made Around Here Market vendors

Brews & Tunes

**Main Street Jonesborough Brews & Tunes
 2023 Season
 Revenue**

Began season with \$2,461.23

REVENUES 3-10-30000-3674:

Sponsorship:

JAMSA	\$500	
L.A. Fulton	\$200	
		\$700

Beer Sales:

6/04	\$181	
6/11	\$101	
6/18	\$167	
6/25	\$192	
		\$641

Food Truck Fees:

6/04	\$75	
6/11	\$175	
6/18	\$175	
6/25	\$175	
		\$600

TOTAL Revenue 1/1/23-6/30/23 \$1,941

Sponsorship:

Main Street Café	\$1,500
------------------	---------

Beer Sales:

7/09	\$203
7/16	\$123
7/23	\$172
7/30	\$121
8/07	CANCELLED
8/13	\$127
8/20	\$108
8/27	\$123
9/03	\$89

	\$1,066
Food Truck Fees:	
7/05(late from 6/04)	\$100
7/09	\$100
7/16	\$100
7/23	\$200
7/30	\$175
8/07	CANCELLED
8/13	\$100
8/20	\$100
8/27	\$175
9/03	WILL BE MAILED IN
	\$1,050
	\$3,616

Fundraiser (Brews & Boos on Oct.)

Concession Sales	\$
Ticket Sales	\$
Beer Sales	\$

TOTAL REVENUE 7/01/23-Current 2,003

TOTAL REVENUE for the 2023 season \$ _____

**Main Street Jonesborough Brews & Tunes
2022 Season
Expenses**

EXPENSES 1/1/22-6/30/22

Sound Engineer (Samuel Austin Love)

6/04	\$250
6/11	\$250
6/18	\$250
6/25	\$250

\$1,000

Band

6/04 J.P. Mathes II	\$250
6/11 Jake Dwyer Band	\$250
6/18 Sam Collie	\$250
6/25 Jared Bentley	\$250

\$1,000

Rental Fee

Month of June \$300

EXPENSES 1/1/23-6/30/23 \$2,300

EXPENSES 7/01/23-CURRENT

Sound Engineer (Samuel Austin Love)

7/09	\$250
7/16	\$250
7/23	\$250
7/30	\$250
8/07	CANCELLED
8/13	\$250
8/20	\$250
8/27	\$250
9/03	\$250
9/10	

\$2,000

Band

7/09 Kasey Williams	\$250
7/16 JP Parson's	\$250
7/23 Steve Cook	\$250
7/30 Chance Lawson	\$250
8/07 Sarah Jean	CANCELLED
8/13 Randy Hixon	\$250
8/21 Fritz and Co.	\$250
8/27 Martha Spencer	\$250
9/03 Joshua Cavinder (moon runner)	\$250
9/10	

\$2,000

Rental Fee

Month of July	\$300
Month of August	\$225
Month of September	\$

\$525

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7

SUBJECT: 2023 Concession Agreement – Persimmon Ridge Soccer Association

BACKGROUND:

Attached is the Agreement with the Persimmon Ridge Soccer Association in which the Association is authorized to operate the two concession stands associated with the ballfields at Persimmon Ridge Park during the 2023 Youth Soccer season from August 1 through December 31, 2023. There is no compensation associated with the Agreement, but the Little League Association is responsible for keeping the ballfield premises free of debris, and for providing proper staff and supplies.

The Town does background checks on concession workers, so they have to be identified. The Agreement is the same as previous years.

RECOMMENDATION:

Approve the 2023 Concession Agreement with the Persimmon Ridge Soccer Association authorizing the use of the Town concession buildings associated with the ballfields at Persimmon Ridge Park from August 1 – December 31, 2023, subject to the terms of the Agreement.

**TOWN OF JONESBOROUGH
DEPARTMENT OF PARKS AND RECREATION
2023 CONCESSION AGREEMENT**

This agreement is entered into by the Jonesborough Department of Parks and Recreation and the Persimmon Ridge Soccer Association herein called the "Concessionaire." In consideration of the Town of Jonesborough leasing the concession rights at the Persimmon Ridge Park Ballfields, it is agreed that:

SCOPE OF CONCESSION: This agreement shall grant the exclusive right and privilege to the Concessionaire to operate the concessions at the ballfield located at Persimmon Ridge Park in service to individuals or groups of individuals using the ballfields, playgrounds and park rental or picnic areas; however, such rights will not include determining who can and cannot use the ballfields, only the concession stand area; nor shall such rights of operation restrain or prevent such individuals or groups from engaging catering services for themselves or bringing their own food and drink to the ballfield area, as long as this food is not sold.

Concessionaire agrees to service and dispense concessions at such times the public needs refreshments and/or when the Director of Parks and Recreation Department directs and to provide in quantities adequate for the needs of the public. All sales and promotions will be operated efficiently in order to provide optimum revenue as well as service.

The introduction of additional privileges not contained and enumerated herein will be subject to the approval of the Recreation Director, and the Town officials.

BUILDING AND LOCATIONS. The Parks and Recreation Department will make available two concession areas, one in the concession/restroom building by the large ballfield, and the new concession area in the building by the most easterly field currently called the T-Ball field.

REPAIRS AND MAINTENANCE. The Parks and Recreation shall, at its cost and expense, make all ordinary and reasonable repairs required to preserve the buildings, occupied under this contract, except any damage done by the Concessionaire.

CONDITIONS AND SURRENDER OF PROPERTY. The buildings, which are the property of the Town of Jonesborough, shall remain the property of the Town of Jonesborough and upon termination of the contract by lapse of time or otherwise, the Concessionaire shall surrender possession of all said premises and part in as good condition as said premises were when first occupied by the Concessionaire.

PLANS FOR ALTERATION. The Concessionaire shall make no alterations of or repairs to any building, reserved for its use, or erect any new structure or building on the grounds without official approval from the Parks and Recreation Department.

EQUIPMENT. The Concessionaire shall, at his own cost or expense, furnish and maintain in good usable condition, a sufficient amount of movable equipment, dispensers, hot dog cookers, table utensils, dishes, such other equipment as may be necessary to properly furnish the services here in provided for in a manner acceptable to the Director of Parks and Recreation.

The Town of Jonesborough will not accept any liability or be responsible, in whole or part, for any damage, which may be sustained by any materials and/or equipment on any location resulting from any cause whatsoever.

DISPOSAL OF GARBAGE AND REFUSE. The Concessionaire shall not allow garbage or other refuse to accumulate or to gather in or about any of the buildings or structures occupied by the Concessionaire except in suitable covered garbage receptacles. The Parks and Recreation Department will be responsible for the removal of rubbish, trash, and garbage provided that the Concessionaire accumulates such trash at given points and at given times under the direction of the Town.

Persimmon Ridge Soccer Association shall appoint personnel responsible for picking up trash and litter in and around the ballfields, creekway, and parking areas used by players and spectators every night the Concession Stand is in operation.

CLEANING PREMISES. The Concessionaire shall furnish all labor, services, materials, supplies, and equipment necessary to maintain, in a clean orderly and inviting condition satisfactory to the Director, all premises used and occupied by the Concessionaire in the operation of concessions, together with the areas immediately surrounding the concession stand that are affected by said operations including but not limited to the spectator/bleachers area, creekway, and parking lots.

UTILITIES. The Parks and Recreation Department will furnish light, power, and water in such locations where these utilities exist. All additional installations which require the use of these utilities shall be made and maintained at the expense of the Concessionaire and only after securing prior approval.

EMPLOYEES. The Concessionaire shall, at his/her own cost and expense, provide a sufficient number of employees to service the public promptly and efficiently and in a manner satisfactory to the Director. A minimum of one (1) adult is required *in each concession facility.*

The Concessionaire shall not permit any agent or employee to remain in or upon premise of Persimmon Ridge Park or in any of the buildings, structures or locations occupied by the Concessionaire for any period of time longer than is normally necessary to secure the premises and to perform minor clerical work after the close of business, provided, however, that if required for the protection of its property the Concessionaire may employ and permit watchmen to remain in said building, so occupied by it. *The Concessionaire shall provide the Recreation Director with the full name, social security number and date of birth for all concession workers.*

The Concessionaire shall employ only competent and satisfactory workmen and whenever the Director shall notify the Concessionaire in writing that any person employed on the premises in his/her opinion, is incompetent, disorderly, unsanitary, or otherwise unsatisfactory, such person's employment shall be reviewed thoroughly and appropriate action taken. *The Recreation Director shall have final authority if there is a difference of opinion on the appropriateness of a concessionaire worker.*

Concession stand personnel at the ballparks will be responsible for turning off the lights on the field, after the last game of the day securing the building, and policing the area to keep it sanitary.

HOURS OF OPERATION. The Concessionaire shall keep all concessions herein provided for the operation during all reasonable hours and at such other times as the public needs require or the Director shall direct. Ballfield concessions will be opened 30 minutes prior to the first game.

ORDINANCES, LAWS AND REGULATIONS. The Concessionaire shall not sell or permit to be sold, used or brought upon the premises of the Park intoxicating or alcoholic beverages, and shall not permit or suffer any gambling at any time upon said premises, and shall not permit improper or immoral conduct on the part of its officers or employees, and shall not permit hawking or any other noises or disturbance designed to attract attention or to solicit trade, and shall abide by the ordinances of the County of Washington, Town of Jonesborough, and the laws of the State of Tennessee, and of the United States, and the rules and regulations promulgated by the Parks and Recreation Department. There shall be no smoking in the concession stand and around the ballfield facilities

It shall be the obligation of the Concessionaire to apply for, pay for, and obtain all permits and licenses required by the various law enforcement agencies to operate the concessions, and to sell the approved merchandise.

ACCOUNTS, BOOKS AND RECORDS. The concessionaire shall keep books and records showing accurate and complete data on all receipts and disbursements in connection with the operation of all concessions. The Concessionaire shall provide monthly financial reports, which follow the Governmental Accounting Standards Board (GASB) guidelines to the Town Recorder and the Parks and Recreation Director. The Town Recorder has the right at all times to examine and audit all of said books and recorder and to reexamine and re-audit same.

PAYMENTS. The Concessionaire agrees to pay the Jonesborough Parks and Recreation Department a flat fee payment of \$1.00 as compensation for the lease. This payment shall be paid to the Board of Mayor and Aldermen on or before August 1 of each season. *Concessionaire is responsible for collecting and remitting to the State of Tennessee Department of Revenue applicable sales tax on concession sales.*

CANCELLATION BY THE TOWN. This agreement shall be subject to cancellation by the Town of Jonesborough in the event of the happening of any one or more of the following contingencies:

- A. In the event the Concessionaire is adjudicated as bankrupt, or because of its financial condition is judged by the Town as being unable to continue successful operation.
- B. Failure of the Concessionaire to perform, keep, and observe any of the conditions of the contract.

RIGHT TO DECIDE QUESTIONS. The decisions of the Director of the Parks & Recreation Department relative to the proper performance of terms of the contract shall be subject to the final approval of the Jonesborough Parks and Recreation Advisory Board and the Board of Mayor and Aldermen.

ASSIGNMENTS AND SUB-CONTRACTS. This agreement or contract of any of the rights and privileges provided for herein shall not be transferred or assigned by the Concessionaire without first having obtained the consent of the Town to do so.

LIABILITY OF THE TOWN. The Town, to the extent permitted by State Law, will be saved and held harmless by the Concessionaire from damage of any kind, make and description which may arise as a result of making this contract and the operation of the concessions by the Lessee. The Town shall not be liable for any damage to persons or properties in the space leased exclusively to the Concessionaire. The Concessionaire only is responsible for the equipment within the concession stand and that the Town shall not be liable for any damage thereto or loss or theft thereof.

RELATION TO TOWN. It is the intent that the Concessionaire shall be considered as an independent contractor and that neither he/she nor his/her employees shall under any circumstance be considered servants or agents of the Town, and that the Town shall at no time be legally responsible for any negligence on the part of said Concessionaire his/her servants or agents, resulting in either personal or property damage to any individual firm or corporation.

SIGNS. The Concessionaire, at all locations used for the purpose of providing the services specified shall erect suitable signs, approved by the Director of the Parks & Recreation Department, informing the public of the nature of the services provided at any such location.

INSPECTION. The Concessionaire shall allow the Director of Parks & Recreation, or such other persons as may be designated, access to the premises at all reasonable hours for the purpose of examining and inspecting said premises, or making necessary building repairs, or for any other purpose, not unduly affecting the operation of the Concessionaire's business.

NO SMOKING REQUIREMENT. Persimmon Ridge Park is a "Smoke Free" park and smoking is prohibited by the Town of Jonesborough. The Concessionaire agrees to inform all workers in the concession stand area and parents/children using the concession stand that smoking is prohibited.

TERM OF CONTRACT. Term of this lease is for the 2023 season and will run from August 1, 2023 through December 31, 2023.

This agreement may be renewed by the Jonesborough Parks and Recreation Advisory Board with the consent of the Town of Jonesborough.

Executed on this day of 11th day of September, 2023.

LESSEE

LESSOR

CONCESSIONAIRE

CHUCK VEST, MAYOR

Address: _____

Phone: _____

TOWN RECORDER

APPROVED AS TO FORM: _____

JAMES R. WHEELER, TOWN ATTORNEY

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 8-a

SUBJECT: Special Events – Revisions – Jonesborough Locally Grown

BACKGROUND:

Jonesborough Locally Grown (JLG) Director Emily Lamb has requested revisions to their previous Special Event Applications regarding Thursday Burger Night and the Jonesborough Farmers Market that were approved by the BMA at the February 13, 2023 meeting.

Due to having to cancel two Burger Nights (3rd Thursdays) for the 2023 season, JLG is requesting an extension to add October 26th to the schedule of Burger Night (previously the Burger Night ended on September 20th). Details remain the same (time, location, set up, etc.).

JLG found out that the Haunted Half Marathon relocated to Kingsport this year, and in light of this, they are requesting to extend Jonesborough Farmers Market through October 28th (previously the weekly Market ended on October 21st). Details remain the same (time, location, set up, etc.).

RECOMMENDATION:

1. Approve the requested revision for Thursday Burger Night to be extended through October 26, 2023, as presented.
2. Approve the requested revision for Jonesborough Farmers Market to be extended through October 28, 2023, as presented.

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 8-b

SUBJECT: Special Event – Veteran’s Day Celebration

BACKGROUND:

The request from staff is approval to hold the Veteran's Day Celebration on Saturday, November 11, 2023 from 11:00 AM to 3:00 PM. to honor Veterans and their families. Director of Special Projects Amber Crumley has provided a memorandum detailing the event and said memorandum was sent to multiple staff persons.

The request includes a "short" street closure from Fox Street to 1st Avenue for 30 minutes, so the request would be closure from 11:00 AM to 11:30 AM. This would take place at the beginning of the event, when we will have the Flag Ceremony and TAPS.

RECOMMENDATION:

Approve for the Town to hold the Veteran's Day Celebration to be held on Saturday, November 11, 2023 from 11:00 AM to 3:00 PM., and to include the requested street closure as presented above and included in the attached memorandum from Amber Crumley.

MEMO

To: The Board of Mayor and Aldermen
From: Amber Crumley, Director of Special Events
CC: Glenn Rosenoff, Town Administrator
Craig Ford, Operations Manager
Matt Rice, Police Chief
Malcolm Highsmith, Street Dept.
Jeff Thomas, Solid Waste
Matt Townsend, Parks & Rec.

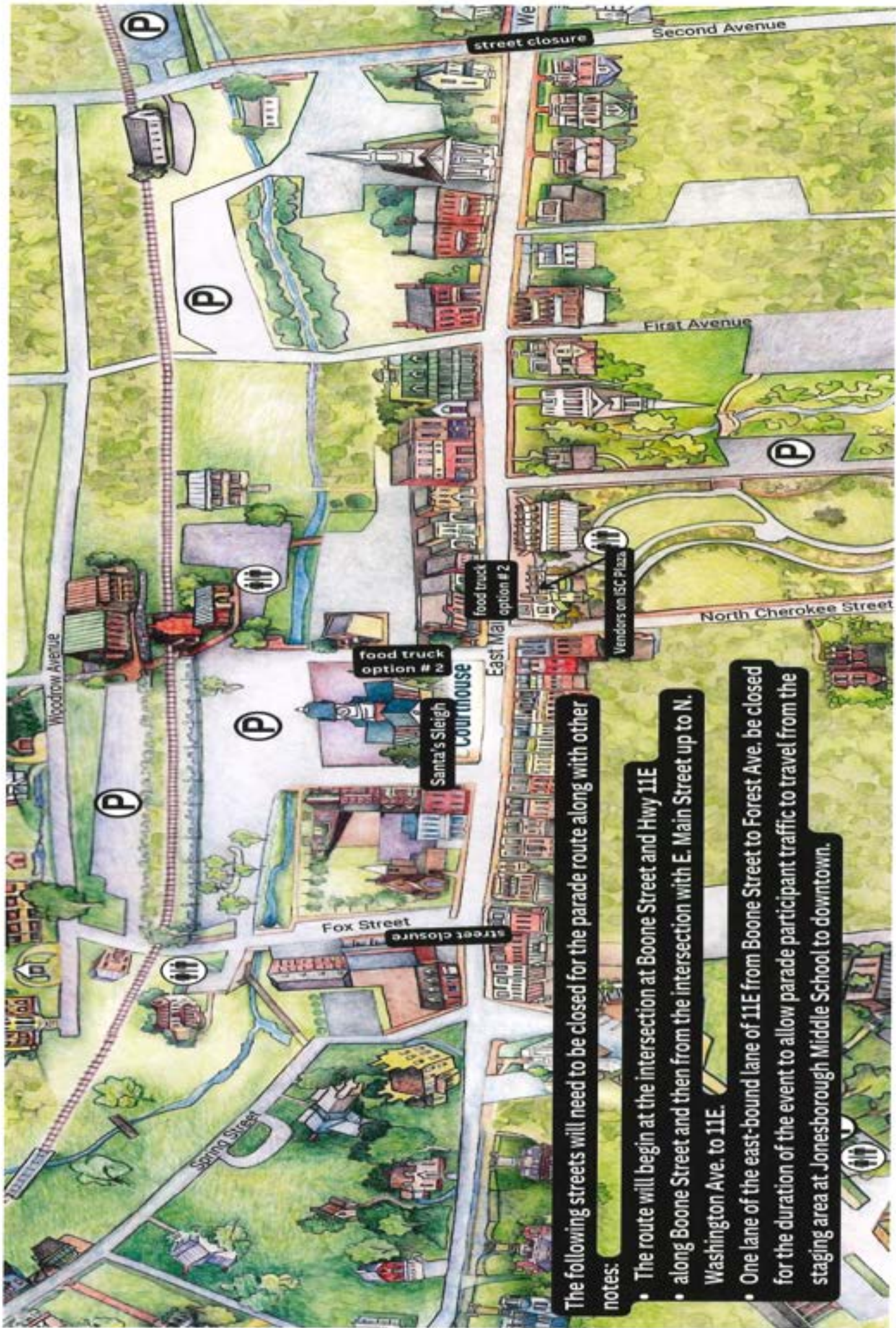
Date: August 29, 2023

RE: Veterans Day Celebration

Hello! I am working with T. McLeod of McLeod Organics on Main Street on a Veterans Day Celebration which will take place on Saturday, November 11th from 11:00 a.m.- 3:00 p.m. Pending weather, we are hoping to have all events in front of the Washington County Courthouse. In case of rain, we will be moving events into the International Storytelling Center. Below are a few details on the event, including the request for a 30-minute road closure in front of the courthouse at the start of the event.

- The event will take place on Saturday, November 11th and take place from 11:11a.m.- 3:00 p.m. We would like to request a short street closure, from Fox Street to 1st Ave., for 30 minutes, so the request would be closure from 11:00 a.m.- 11:30 a.m. This would take place at the beginning of the event, when we will have the Flag Ceremony and TAPS.
- Extra trash receptacles will need to be placed at the courthouse for the event. I would like to request 4 additional cans to be left next to the courthouse on West Courthouse Square.
- This event will consist of: a Flag Ceremony with Daniel Boone High School, TAPS performance, Jonesborough Repertory Theatre performances, Appalachian Express Show Choir and a potential performance from Jonesborough Rhythm Express. I am also working with Main Street Café & Catering on hot dogs, which we will hand out to all attendees for the day. I am working with Ingles on a donation of buns, chips, water and soda and condiments for the hot dogs. I will also be popping popcorn to hand out to attendees. We are also planning to work on a merchant coupon sheet to get attendees into shops for the day as well.
- Just a reminder, this is the same day as the Made Around Here Market at the Jonesborough Visitors Center (also includes vendors in the parking lot and grassy space next to the lot). This event draws in thousands over the two-day show, so we do see an influx of traffic downtown. I just want to make aware that this is a busy day, which is why we are only asking for a 30-minute closure vs closure for the entire event.

Thank you to all of the town departments and volunteers for helping to make these events a huge success year after year. As always, each department steps up to help out and your assistance does not go unnoticed.



The following streets will need to be closed for the parade route along with other notes:

- The route will begin at the intersection at Boone Street and Hwy 11E
- along Boone Street and then from the intersection with E. Main Street up to N. Washington Ave. to 11E.
- One lane of the east-bound lane of 11E from Boone Street to Forest Ave. be closed for the duration of the event to allow parade participant traffic to travel from the staging area at Jonesborough Middle School to downtown.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 8-c *Consent Agenda*

SUBJECT: Special Event – 2023 Christmas Events

BACKGROUND:

The request from staff is approval to hold the "Christmas in Olde Jonesborough" to be held between November 25th through December 16th. Director of Special Events Amber Crumley has provided a comprehensive memorandum detailing all the events.

Street closure is requested for each Saturday, with the exception of December 16th. Main Street will need to be closed from the intersections of Main Street and Fox Street to Main Street and Second Avenue (see times per the memorandum). Key events associated with street closures are as follows:

- (1) Lighting of the Tree on Saturday, November 25th starting at 6:00 p.m. and continue through 8:00 PM.
- (2) Christmas Parade on Saturday, December 9th starting at 6:00 PM.

RECOMMENDATION:

Approve for the Town to hold the "Christmas in Olde Jonesborough" to be held between November 25th through December 16th, 2023, and to include the requested street closures as presented above and including the attached memorandum from Amber Crumley.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Amber Crumley, Director of Special Events
Date: August 29, 2023
RE: Christmas in Olde Jonesborough Events and Street Closure Request

The Town will host the annual Christmas in Olde Jonesborough event series each Saturday from November 25 to December 16 from 11 a.m. to 3 p.m. The weekly event will offer a variety of family friendly activities and extended holiday shopping hours. Santa will also be on site at the downtown Courthouse each Saturday for pictures and visits with children. Children can bring their letters to Santa and drop them off in the mailbox by December 17 and receive a reply from the North Pole. The Christmas Market will also be set-up each week on the Plaza of the International Storytelling Center featuring handmade crafts, jewelry, home décor, and holiday items. Free gift wrapping will be offered inside the Storytelling Center on any purchases made in Downtown Jonesborough during the Saturday events. With the increase in event attendees and the issues of our restaurants running out of food during high traffic events, we would like to have the option of inviting food trucks each Saturday.

The series will kick off with **Whoville and Small Business Saturday** on Saturday, November 25 from 11 a.m. to 3 p.m. complete with the Grinch and other characters. We will offer various activities, a movie, treats, and we will host the Cheermeister Competition. Then at 6 p.m., the Town will host the **Lighting of the Tree**. Music and Storytelling will lead up to the official lighting of the Spruce beside the Washington County Courthouse in downtown.

Christmas in Olde Jonesborough continues on Saturday, December 2 with **Doggone Christmas** from 11 a.m. to 3 p.m. Participants can bring their furry friends for pictures with Santa, treats and check out the pet-friendly items at the Christmas Market. At 12 p.m. there will be contests including Ugliest Christmas Dog Sweater, Best Holiday Costume and Pet/Owner Lookalike. Donations will also be accepted for the Washington County Humane Society or Animal Shelter Foundation.

Santa's Christmas Village will take place on December 9 from 11 a.m. to 3p.m. throughout town. Attendees will enjoy pictures with Santa, cookie decorating, children's storytelling, Santa Mart, games and more are planned at the Visitors Center, Storytelling Center and other areas in downtown. The much-anticipated **Jonesborough Lighted Christmas Parade** will take place that evening starting at 6 p.m. The parade will travel through the festively decorated historic district from Boone Street to Main Street.

The series wraps up on December 16 from 11 a.m. to 3 p.m., with the **Christmas Church Tour**. Participants will tour participating churches in the downtown historic district, see their beautifully decorated sanctuaries and enjoy music, hand bells and more. Participants can grab a guide at the International Storytelling Center and the Visitors Center to begin the tour.

Street Closure

We are requesting street closure for each Saturday, with the exception of December 16th. Main Street will need to be closed from the intersections of Main St. and Fox St. to Main St. and Second Ave. as follows:

November 25 from 10 a.m. to 8 p.m. (last year we requested it closed til 7 p.m.) for Whoville, Small Business Saturday and the Lighting of the Tree.

December 3 from 10 a.m. to 4 p.m. for Doggone Christmas

December 9 from 10 a.m. to 8:30 p.m. for Santa's Christmas Village and the Christmas Parade. The following streets will need to be closed for the parade route. The route will begin at the intersection at Boone Street and Hwy 11E, along Boone Street and then from the intersection with E. Main Street up to N. Washington Ave. to 11E. In addition, we would like to request one lane of the east-bound lane of 11E from Boone Street to Forest Ave. be closed for the duration of the event to allow parade participant traffic to travel from the staging area at Jonesborough Middle School to downtown.

Thanks,
Amber Crumley

**Christmas in Olde Jonesborough 2023
Special Event Attachment**

1. **Hold Harmless Agreement-** Not required since this is a Town event

2. **List of pre-events and post-events**

3. **Map with city streets-** See attached

4. **Outline of your publicity plan-**

Event organizers will work closely with the Marketing team and will utilize the below forms of marketing to promote the event.

- **Press Releases**

Press releases and announcements will be written by the Marketing Team and reviewed by the Team as a whole. This will then be distributed to all media outlets.

- **Social Media**

Will be the primary source of marketing. This platform will be utilized throughout the season and handled by the Marketing Team.

- **Website**

Creation and updates are made by the Website and Marketing Specialist. We will utilize jbochristmas.com, jonesboroughtn.org and jonesborough.com

- **Post Event Publicity**

The Marketing Team will send out post event press releases and create post event social media posts.

- **Media Relations**

The Marketing Team has a strong relationship with the local media and will schedule media interviews as deemed necessary.

- **Printed Pieces**

Thousands of programs will be printed and made available online. These are distributed throughout Town, during the events, and in the surrounding areas.

5. **Security Plan**

We are requesting public safety, street department, and Parks and Rec. assistance with street closure.

Parking

A. Handicap Parking- Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk

B. Vendor Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot

- C. Downtown Merchant Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot
- D. Theatre Parking- behind the Jonesborough United Methodist Church

6. **Emergency Plan-** We will leave 15' on Main Street and beside the Courthouse for emergency vehicles passing and staff will have EMS contact on hand.

7. **Event Sponsors List-** We will have a complete list of sponsors available 30 days prior to event.

8. **Proof of your liability insurance-** This is a town sponsored event and is covered by our TML policy.

9. **Anticipated vendors and concession booth list:** Craft Vendors are being finalized. List will be provided 48 hours prior to event. We are looking to have 6-12 craft vendors and up to 3 food vendors.

10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.**

- B. Activities will be setup each weekend by the Tourism Department with assistance from Parks and Rec. as needed.
- C. Small sound system will be set-up on the courthouse steps each Saturday.

11. **Clean-up Plan-** Jonesborough Public Works and Street Departments will clean streets and collect garbage each night. Town employees will provide assistance cleaning during festival hours.

12. **Street Closure Request-** We are requesting street closure for each Saturday. Main Street will need to be closed from the intersections of Main St. and Fox St. to Main St. and Second Ave. as follows:

November 25 from 10 a.m. to 8 p.m. for Whoville, Small Business Saturday and the Lighting of the Tree.

December 3 from 10 a.m. to 4 p.m. for Doggone Christmas

December 9 from 10 a.m. to 8:30 p.m. for Santa's Christmas Village and the Christmas Parade. The following streets will need to be closed for the parade route. The route will begin at the intersection at Boone Street and Hwy 11E, along Boone Street and then from the intersection with E. Main Street up to N. Washington Ave. to 11E. In addition, we would like to request one lane of the east-bound lane of 11E from Boone Street to Forest Ave. be closed for the duration of the event to allow parade participant traffic to travel from the staging area at Jonesborough Middle School to downtown.

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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 9

SUBJECT: Holiday Lighting – 2023 Christmas Season

BACKGROUND:

A detailed memorandum has been provided by Tourism and Main Street Director Cameo Waters regarding this year's Christmas lighting proposal.

The Holiday Light committee consisted of Nora Davis, Cameo Waters, Amber Crumley, Jerome Bowers, Janette Gaines, Emily Lamb, Theresa Hammons, Dona Lewis, and Jennifer Wolfe. The group held an in-depth discussion in May 2023 closely reviewing comments from the entirety of the Main Street board, merchants and residents. In addition to the committee, comments were gathered from the chair of the Historic Zoning Commission, Zac Jenkins, Glenn Rosenoff and Mayor Chuck Vest. The committee unanimously decided to select Christmas Décor Knoxville again due to their timely and impressive work in 2022.

This year's proposal will eliminate the orange lights, add lights to the tree at the corner of Main Street and 1st Ave., and wrap the light posts on Fox Street in candy cane lights to tie in the candy cane tress by the Storytelling Center. With inflation and the addition of one more tree and a more intricate wrapping on the lights posts down Fox Street, the price increased slightly this year from \$40,000 to \$41,750 (total increase of \$1,750), which in today's ever increasing market is exceptional.

This project was included in the FY24 Visitor Center budget for \$50,000. This will leave us \$8,250 in that line item. With a portion of these extra funds, we will look to add decorations under the evergreen tree beside the courthouse. This will create a photo opportunity and a stronger sense of experience.

RECOMMENDATION:

Approve the awarding of the contract for holiday lighting to Christmas Décor Knoxville in the amount of \$41,750, as presented.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Main Street Jonesborough Program, the Jonesborough Tourism Department,
and the Holiday Lighting Committee
Date: August 29, 2023
RE: Holiday Lighting Proposal

As requested, Main Street Jonesborough and the Tourism Department formed a Holiday Lighting Committee to review last year's holiday lights as well as gathering merchant and resident feedback. The committee was in agreement to award Christmas Décor Knoxville a renewal period with minor changes and additions.

In our 2022 RFP we included the below wording allowing us to utilize the services of Christmas Décor Knoxville:

The intent of the RFP is to have a successful contractor enter into an agreement with the Town of Jonesborough for the desired services. The term of the initial agreement shall be for the 2022 holiday season. The Town of Jonesborough will retain the option, at its sole discretion, to award up to three (3) renewal periods of one (1) year each. The selected company will use creative ideas and concepts to ensure cohesiveness in the holiday theme and design of all lights and decorations in all areas designated by the Town of Jonesborough in this RFP.

The Holiday Light committee consists of Nora Davis, Cameo Waters, Amber Crumley, Jerome Bowers, Janette Gaines, Emily Lamb, Theresa Hammons, Dona Lewis, and Jennifer Wolfe. The group held an in-depth discussion in May closely reviewing comments from the entirety of the Main Street board, merchants and residents. In addition to the committee, comments were gathered from the chair of the Historic Zoning Commission, Zac Jenkins, Glenn Rosenoff and Mayor Chuck Vest. The committee unanimously decided to select Christmas Décor Knoxville again due to their timely and impressive work in 2022.

This year's proposal will eliminate the orange lights, add lights to the tree at the corner of Main Street and 1st Ave., and wrap the light posts on Fox Street in candy cane lights to tie in the candy cane tress by the Storytelling Center. With inflation and the addition of one more tree and a more intricate wrapping on the lights posts down Fox Street, the price made a small jump from \$40,000 to \$41,750.

Christmas Décor Knoxville is a locally owned business out with more than 16 years in the holiday lighting industry. They serve over 200 residential clients and over 40 commercial clients in the greater Knoxville area, some include Gatlinburg Skybridge, Altard' State Headquarters, and Downtown Knoxville Market Square. In their proposal, they provided a clear vision and ample options, including a unique candy cane look (photo below) that goes above and beyond any lighting we've done in the past.

Their lead designer and our point of contact, JP Schuffman, has provided timely and detailed responses and was quick to trouble shoot when needed in 2022. He has over two decades of work in theatrical lighting design and commercial lighting manufacturing. In his time with the Christmas Décor Knoxville, he has designed dozens of jobs similar and larger than what we're looking for. Likewise, the senior installation technician, Sami Kotovara, began his career in landscape design, but found holiday lighting more than fifteen years ago, and has been their 'man on the ground' ever since. Between the two, they have thousands of hours of holiday and special event lighting experience under their belt. We are very confident in the skilled and qualified team Christmas Décor Knoxville provides. Below you will find their staff hierarchy:

JP Schuffman: Director of Design and Sales > Sami Kotavara: Chief Installer > Zack McGee & Wayne Parsons: Crew Leaders

This project was included in the 2023-2024 Visitor Center budget for \$50,000. This will leave us \$8,250 in that line item. With a portion of these extra funds, we will look to add decorations under the evergreen tree beside the courthouse. This will create a photo opportunity and a stronger sense of experience.

Thanks,
Holiday Lighting Committee
Main Street Jonesborough Program
Jonesborough Tourism Department

Client

TOWN OF JONESBOROUGH
117 BOONE ST
JONESBORO, TN 37659



Christmas Decor Plus More
627 American Glass Way
Ste A-B
Knoxville, TN 37932
865.769.0039
christmasknoxville@gmail.com

2023 RENTAL AND INSTALLATION — SERVICE PROPOSAL

Scope	PRICE
AREA 1: Four (4) trees on Boone Street in front of Boone Street Market to be wrapped in red, blue and green, or red and cool white lights.	\$2,950
AREA 2: Three (3) shrubs to be wrapped/netted from top to bottom in colored lights. One (1) crab apple tree to be wrapped in colored lights with snowfall tubes.	\$1,200
AREA 3: Thirteen (13) small trees along Main Street to be wrapped in colored lights, and six (6) larger trees on Main Street to be wrapped in either red, blue, and green or red and cool white lights. Two of these trees at the corner of Cherokee and Main will be candy cane wrapped. <i>*Customer must supply 20 amp of power to the base of each tree.</i>	\$29,000
AREA 4: One (1) tree between the Storytelling Plaza and the Chester Inn to be wrapped in colored lights with snowfall tubes.	\$1,400
AREA 6: Full coverage of the 50' evergreen tree located on the West side of the Washington County Courthouse on Main Street utilizing large C9 multi-color bulbs.	\$5,600
AREA 7: 3x light poles on Fox street to be wrapped in candy cane lights	\$1,600

We are unable to add a topper to the large tree because our current lift is not tall enough to reach it, and when our lead installer was decorating the tree last year his appraisal was that the top of the tree is too flexible to support an object of that size and weight.

Terms & Conditions

- 40 amps of power will be needed for the project at each of the décor zones.
- * 50% deposit required to get on our schedule and the remainder is due at the time of installation
- * The price includes materials as well as extension cords, fasteners, clips and other supplies needed to customize the decorations to your property. In addition to installing your decorations, Christmas Decor will take down your decorations and store them for you until you are ready to have them reinstalled next year.

Subtotal \$41,750

Tax Tax exempt

TOTAL \$41,750

Christmas Decor Policies, Terms and Conditions

Christmas Decor's service is comprised of the design, installation, and removal of specialty decorations. All lighting and decorations remain the property of the service provider. This is a service agreement only and no goods are being sold, except those designated in the proposal.

Lighting and Decorations: Christmas Decor warrants the quality of our decorations and workmanship as provided below. Should you have any problems with the decorations, we want to correct them as soon as possible. We recommend that you turn the lights on for several hours over the first three to four evenings to test the lighting program. This will allow us to make corrections as soon as possible in order to maximize your enjoyment of the decorations. This is an all-inclusive contract with no additional charges except: repairs needed due to vandalism, extraordinary weather conditions, and customer added lights are not warranted and will be billed as additional services. Power failure or tripping of GFI circuits that occur as a result of inclement weather cannot be the responsibility of Christmas Decor. We will perform required service calls to solve these issues but we cannot be held liable for damage that may occur as a result of acts of nature. Upon reinstallation, all non-functioning bulbs and/or miniature light sets will be replaced at no additional charge; this is included in the reinstallation and removal charge. As plants grow, we will add additional lights to any landscape lighting at our discretion, and bill service at the appropriate rates. Any additional items requested at the time of service will also will be invoiced accordingly.

Billing Issues and Quality of Service: In the event that you have a question concerning any billing, contact our office within 7 days, or we will assume that billing is correct. All services, unless otherwise agreed, are billed at the time of installation, at which time payment is due. This normally would include materials, set up, installation accessories, removal, & boxing of decor. Christmas Decor guarantees the quality of all material and workmanship, however any questions in regard to the quality of workmanship must be addressed within 7 days of service, or before the next service is to be performed, whichever comes first.

Seasonal Lighting:

Please be advised that all standard lighting that is installed is suitable only to be used as seasonal, temporary lighting, unless otherwise specified. Christmas Decor can only warrant seasonal lighting up to 90 days. Product life expectancy should not exceed 90 days when used continuously. Please consult your representative if you are interested in a permanent type of lighting. There is no permanent type of mini lighting or tree lighting available.

Photos & Videos:

Please note, that unless otherwise agreed upon, Christmas Decor reserves the right to take photos/videos of our decor services on your property, and use representations of these same photos/videos for marketing purposes to include, but not limited to, brochures, portfolios, internet or postcards. The use of photo/video representations does not imply any financial or other consideration will be given for said use. Further, we reserve the right on commercial accounts to state the property name and/or address.

Terms and Conditions: A deposit may be required at the time your order is placed. Full payment for every item and service is due according to the invoice terms on the date of service. In the event payment is not made within terms on invoice, a time- price differential (FINANCE CHARGE) of 18% (eighteen percent) per annum, but in no event in excess of the maximum amount allowed at law, shall be assessed and due on the unpaid balance from the due date until payment is received in full by the Christmas Decor service provider. Payments received will be applied first to any outstanding FINANCE CHARGE and the remainder to the unpaid balance on the account. In the event the purchaser fails to make payments as required, your account shall be considered to be in default and the purchaser shall be responsible for costs of collection and reasonable attorneys' fees, as allowed by law. Client will provide all electrical power sources. If a requested item becomes unavailable, Christmas Decor reserves the right to substitute an item of equal or better quality, subject to customer agreement, or to delete the items off of the installation and invoice. ***Residential clients will be bound by continuing service agreement, meaning that yearly decor services are authorized, unless Christmas Decor is notified otherwise.***

Lease Agreements:

All clients, unless otherwise noted, will be serviced under the terms of the continuing service agreement.

Installation and Removal: Holiday decorations shall be installed and removed at your request if possible. Clients designating dates are given priority based upon first-in-time notice. All services are subject to weather conditions and demand. The service provider retains sole discretion as to the timing of services and no breach occurs based on dates of services.

Limited Warranty and Limitation of Liability and Remedies: BOTH PARTIES TO THIS CONTRACT AGREE THAT IN THE EVENT OF THE FAILURE OR MALFUNCTION OF THE LIGHTING AND/OR DECORATIONS PROVIDED, THE SOLE AND EXCLUSIVE REMEDY AVAILABLE TO THE CLIENT SHALL BE THE REFUND OF THE COST OF THE SERVICES PROVIDED UNDER THIS AGREEMENT OR THE REPAIR OR REPLACEMENT OF THE LIGHTING AND/OR DECORATIONS, TO BE DETERMINED SOLELY AT THE DISCRETION OF THE SERVICE PROVIDER.

BOTH PARTIES AGREE THAT THE CHRISTMAS DECOR SERVICE PROVIDER WILL NOT BE LIABLE FOR ANY CONSEQUENTIAL DAMAGES OF ANY NATURE CAUSED TO THE PROPERTY OF THE CLIENT BY ANY FAILURE OR MALFUNCTION OF THE LIGHTING AND DECORATIONS PROVIDED UNDER THIS AGREEMENT. SOME STATES MAY NOT ALLOW FOR THE EXCLUSION OR LIMITATION OF INCIDENTAL AND CONSEQUENTIAL DAMAGES, SO THE ABOVE LIMITATION AND EXCLUSION MAY NOT APPLY TO YOU.

BOTH PARTIES AGREE THAT ANY CLAIM BY THE CLIENT THAT THE WORKMANSHIP OR MATERIALS USED ARE DEFECTIVE OR NONCONFORMING MUST BE BROUGHT TO THE ATTENTION OF THE CHRISTMAS DECOR SERVICE PROVIDER IN WRITING WITHIN 72 HOURS OF THE SERVICE AND FAILURE TO DO SO RESULTS IN A COMPLETE AND FINAL WAIVER OF ALL CLAIMS.

Arbitration: ANY AND ALL DISPUTES THAT MAY ARISE BETWEEN THE PARTIES SHALL BE SETTLED BY ARBITRATION IN ACCORDANCE WITH STATE LAW WHERE THE SERVICE PROVIDER IS LOCATED. THE ARBITRATOR'S AWARD SHALL BE FINAL AND BINDING ON ALL PARTIES, AND JUDGMENT MAY BE ENTERED BY A COURT OF COMPETENT JURISDICTION IN THE COUNTY OF THE SERVICE PROVIDER WHERE ALL ARBITRATION PROCEEDINGS SHALL BE CONDUCTED THROUGH THE DISPUTE RESOLUTION CENTER, OR ITS SUCCESSOR.

I have read, understand and agree to the above policies, terms, and conditions. Customer has the right to rescind this contract by giving written notice to the service provider within three days from the date below.

Customer: _____ Date: _____

Christmas Decor Plus More

Contact Information

Christmas Decor Plus More
875 Hwy 321 N. Suite 600-293
Lenoir City, TN 37771
865.769.0039
christmasknoxville@gmail.com

About Christmas Decor

For over 20 years, Christmas Decor professional holiday decorators have been brightening the Holiday Season for tens of thousands of highly satisfied customers. Our clients come to us for a professional, hassle-free experience, and enjoy brilliant results that give their property that special something for the holidays. As the premier holiday decorating and professional Christmas light installation company in North America, Christmas Decor Inc. provides our clients with captivating displays and exceptional service that are truly second to none. The Knoxville Franchise, Christmas Decor Plus More, started serving the Loudon, Knox, Blount and Sevier counties in 2005.

Why We Are Different

PROFESSIONALISM

Our professionalism is truly second to none and our decorators are well versed in the requirements of a world class holiday installation.

- Extensive Design Training
- Comprehensive Electrical Instruction
- Precise installation Methods and Techniques
- Annual Continuing Education
- Thorough Ladder & Roof Safety
- Strict Electrical Safety Measures
- Courteous, Uniformed Crews
- Completely Insured
- More Than 300 Franchise locations in North America
- Localized Service With National Support

PREMIUM PRODUCT

We have done all of the homework to ensure your display is safe and that your property stays shining bright throughout the holiday season. You will immediately notice the difference in our products as we go to great lengths to ensure that only the very best products are used on your property.

- Consistency from Season to Season
- Energy Friendly LED Lights
- Super-Bright Bulbs
- Property-Friendly Fasteners
- Lush, Realistic Greenery (Lit & Unlit)
- Safe, Commercial-Grade Electrical Components
- UL-Rated, Outdoor Extension Cords

ALL-INCLUSIVE SERVICE

Our goal is to create a "remarkable" holiday experience for you and your loved ones. From our design and installation to our proactive maintenance to our removal and storage of the decorations, Christmas Decor is your best choice! We know you want your home decorated correctly, promptly and with the greatest attention to detail - that's exactly how we work.

- Design Unique To Your Property
- Property Friendly
- Thorough Installation
- Proactive Service and Maintenance
- Convenient Take Down Service
- Trouble-Free Storage
- Automatic Decoration Replacement
- Ability to Build Display Over Time
- Annual Consultations

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

Consent Agenda

DATE: SEPTEMBER 11, 2023

AGENDA ITEM #: 10

SUBJECT: Declaration of Town Equipment as Surplus

BACKGROUND:

We are replacing three snow removal vehicles for the Street Department as a part of capital expenditures for the 2023/2024 fiscal year. We budgeted for larger pickup trucks, but were just unable to meet our budget numbers.

We purchased a small dump truck for the Street Department last year and are now purchasing two more to be outfitted with snow removal equipment. In doing so, it not only allows us to surplus the three (3) trucks we have in stock, it allows us the opportunity to sell the older snow removal equipment currently attached to them.

In surplusing the trucks with equipment, it will obviously bring a much higher price.

Two of these trucks were secured by the Police Department through the LESO program several years ago. Chief Rice has monitored this for some time now attempting to secure more, to no avail.

Below are the three trucks with snow removal equipment:

1. 1987 Chevrolet 3500 4X4 Pickup 6.2L Diesel Automatic
Vin# GBHD34J7GF410930
2. 1987 Chevrolet 2500 4X4 Pickup 6.2L Diesel Automatic
Vin# 1GCHD34J2HF321624
3. 2004 Chevrolet 2500 4X4 Pickup 6.0L Auto
Vin# 1GCHK24U14E302606

RECOMMENDATION:

Declare the three listed trucks with the snow removal equipment as surplus to be sold at public auction utilizing GovDeals.com.



TOWN OF JONESBOROUGH

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

To: Craig Ford, Operations Manager

The below trucks are equipped with snowplows and stainless-steel salt spreader boxes. The trucks have rust damage from being operated as equipped. I recommend selling them on Govdeals.com.

1987 Chevrolet 3500 4X4 Pickup 6.2L Diesel Automatic Vin#

1GBHD34J7GF410930



1987 Chevrolet 2500 4X4 Pickup 6.2L Diesel Automatic Vin#
1GCHD34J2HF321624



2004 Chevrolet 2500 4X4 Pickup 6.0L Auto
Vin# 1GCHK24U14E302606



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

Consent Agenda

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 11

SUBJECT: Public Safety Officer Part-Time Position

BACKGROUND:

Zackary Bruton is a Public Safety Officer who has been employed by the Town since June 15, 2020. Mr. Bruton is an excellent officer. Unfortunately, the reason for his resignation is lack of child care. He and his wife have four children, and childcare is costing more than what he is currently being paid. He has been forced to become a stay-at-home dad.

His wife is a medical professional who works Monday through Friday, with the weekends off. Officer Bruton's desire is to remain with the Police Department full-time; however, his circumstances dictate otherwise.

After speaking with the Police Chief, Officer Bruton stated he would love to continue to work on the weekend as a Public Safety Officer. Currently, with the number of weekend festivals we have, we pay out quite a bit of overtime each year. Also, if an officer has to be called in on the weekend to fill in for someone sick or on vacation, we again are paying that officer a rate of time-and-a-half.

Today, more than ever, employees would prefer to be off, instead of working extra time for time-and-a-half pay.

What Chief Rice is suggesting is to allow Officer Bruton to remain employed part-time, with no benefits, to work weekends and holidays at his current rate of pay. His current rate of pay is \$19.49 per hour.

Even though it is an extra position, it will result in a cost savings as he will be paid at a straight-time rate instead of a time-and-a-half rate. He will not be utilized as an extra body; he will be utilized to fill in for an officer who would prefer to be off; therefore, saving the overtime cost.

It will also boost morale for some of the officers who would prefer to be off instead of working extra duty at the time-and-a-half rate.

RECOMMENDATION:

Approve the part-time position for weekends and officer fill-ins as needed, at the current rate of \$19.49 per hour, with no benefits.

Jonesborough



DEPARTMENT of PUBLIC SAFETY

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

MEMORANDUM

To: Craig Ford, Operations Manager

From: Matt Rice, Police Chief

Ref: PSO Vacancy

Date: August 21, 2023

I have been informed by PSO Zackary Bruton that he will be leaving the department on October 12, 2023. PSO Bruton has child care issues that are forcing his family to make some difficult decisions. His wife is in the medical profession and works Monday through Friday with weekends off so PSO Bruton would only be able to work weekends. We are not in a position to lose an officer off the platoon to just work weekends, however having someone just working the weekends due to special events would be a huge benefit. PSO Bruton is an excellent officer who is Police and fire trained. I would request that I be allowed to retain PSO Bruton as a part time officer at his current rate of pay with no benefits which will be paid from the departments overtime budget. I would additionally request to hire a full time Public Safety Officer to fill the position vacated by PSO Bruton.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 1

SUBJECT: Financial Report

Attached for your review are the August 2023, Financial Operating Statements:

	Current Year		Prior Year	
	August	YTD	August	YTD
GENERAL FUND				
Revenues	\$ 567,490.25	\$ 1,257,142.04	\$ 670,437.28	\$ 1,287,325.39
Expenditures	\$ 781,944.22	\$ 1,484,722.03	\$ 779,896.73	\$ 1,321,345.62
Rev. Over/(Under) Exp.	\$ (214,453.97)	\$ (227,579.99)	\$ (109,459.45)	\$ (34,020.23)
DRUG FUND				
Revenues	\$ 6,182.61	\$ 6,192.12	\$ 521.64	\$ 521.64
Expenditures	\$ 2,000.00	\$ 2,000.00	\$ -	\$ -
Rev. Over/(Under) Exp.	\$ 4,182.61	\$ 4,192.12	\$ 521.64	\$ 521.64
SOLID WASTE FUND				
Revenues	\$ 73,593.82	\$ 149,478.48	\$ 59,758.95	\$ 108,831.06
Expenditures	\$ 59,704.38	\$ 102,134.57	\$ 58,704.99	\$ 90,288.53
Rev. Over/(Under) Exp.	\$ 13,889.44	\$ 47,343.91	\$ 1,053.96	\$ 18,542.53
HRA INTERNAL SERV. FUND				
Revenues*	\$ -	\$ 5,790.00	\$ 5,790.00	\$ 11,330.00
Expenditures*	\$ -	\$ 16,579.51	\$ 4,306.22	\$ 9,257.58
Rev. Over/(Under) Exp.	\$ -	\$ (10,789.51)	\$ 1,483.78	\$ 2,072.42
WATER/SEWER FUND				
Revenues	\$ 1,621,739.51	\$ 2,424,957.83	\$ 716,621.32	\$ 1,326,097.13
Expenditures	\$ 1,044,069.27	\$ 2,473,196.10	\$ 494,030.23	\$ 1,192,222.70
Rev. Over/(Under) Exp.	\$ 577,670.24	\$ (48,238.27)	\$ 222,591.09	\$ 133,874.43
K-8 CAPITAL PROJECT FUND				
Revenues	\$ 396,223.98	\$ 396,223.98	\$ 4,675.79	\$ 4,675.79
Expenditures	\$ 396,223.98	\$ 878,570.24	\$ -	\$ 44,478.17
Rev. Over/(Under) Exp.	\$ -	\$ (482,346.26)	\$ 4,675.79	\$ (39,802.38)

* August activity posted in September.

9/01/2023
 FUND 8-610 REVENUE GENERAL FUND

045620
 TOWN OF JONESBOROUGH
 REVENUE SUMMARY

7/01/2023 - 8/31/2023

PAGE 1
 TIME 12:09
 DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	DEBIT AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
30000	* GENERAL FUND REVENUE *					
3110	PROPERTY TAXES - CURRENT	2,689,962.00	81.00	.00	2,689,962.00	100.00
3111	PUBLIC UTILITY TAX - CURRENT	36,000.00	.00	.00	36,000.00	100.00
3130	PROP. TAXES-INT. PENALTY	15,000.00	1,673.55	1,836.98	13,163.02	87.75
3141	IN LIEU OF POWER BOARD TAX	60,000.00	.00	.00	60,000.00	100.00
3142	IN LIEU OF TVA TAX	70,000.00	.00	.00	70,000.00	100.00
3143	IN LIEU OF PROPERTY TAX	260,000.00	.00	.00	260,000.00	100.00
3144	TVA IMPACT PAYMENT	28,000.00	.00	.00	28,000.00	100.00
3150	LOCAL SALES TAX	2,800,000.00	251,601.07	497,689.61	2,302,319.39	82.22
3160	WHOLESALE BEER TAX	230,000.00	18,195.53	41,536.64	188,463.36	81.94
3161	ALCOHOLIC BEV. FEES/APPLICATIONS	15,000.00	.00	.00	15,000.00	100.00
3162	WHOLESALE LIQUOR TAX	140,000.00	9,781.25	21,365.49	118,634.51	84.73
3170	BUSINESS TAXES	170,000.00	3,031.23	3,686.66	166,313.34	97.83
3180	HOTEL - HOTEL TAX	75,000.00	5,411.94	10,606.12	64,393.88	85.85
3190	CORPORATE EXCISE TAX	30,000.00	.00	.00	30,000.00	100.00
3191	CABLE FRANCHISE FEE	92,000.00	985.20	.00	92,000.00	100.00
3210	BUILDING PERMITS	180,000.00	10,653.38	11,495.87	169,504.13	93.61
3212	REZONING/PLAN REVIEW/VARIANCE FEE	2,000.00	379.00	800.00	1,200.00	60.00
3214	STORMWATER FEES	3,000.00	.00	.00	3,000.00	100.00
3330	SC-TITLE III B TRANSPORTATION	6,000.00	.00	.00	6,000.00	100.00
3335	SC - VOLUNTEER TRANSPORTATION FRO	6,000.00	.00	.00	6,000.00	100.00
3340	SC-SERVICE COORDINATION FUNDS	46,960.00	3,742.00	3,742.00	43,218.00	92.03
3350	SEN. CITIZEN-COUNTY REVENUE	50,000.00	.00	.00	50,000.00	100.00
3360	SEN. CITIZEN - STATE REVENUE	14,000.00	1,088.00	1,088.00	12,912.00	92.22
3370	SC-HEALTH PROMO & CLASS REVENUE	40,000.00	2,138.50	5,837.00	34,163.00	85.40
3375	SENIOR CENTER - RENTAL REVENUE	600.00	.00	.00	600.00	100.00
3376	SENIOR CENTER - MEMBERSHIP DUES	25,000.00	2,704.75	3,209.05	21,790.95	87.16
3377	SENIOR CENTER - NY RIDE FEES	5,500.00	80.00	80.00	5,420.00	98.54
3410	STATE SALES TAX	700,000.00	62,596.84	123,990.21	576,009.79	82.28
3420	STATE BEER TAX	2,700.00	.00	.00	2,700.00	100.00
3430	STATE MIXED DRINK TAX	10,000.00	1,476.97	2,889.98	7,110.02	71.10
3435	STATE TELECOMMUNICATION TAX	6,500.00	422.76	859.81	5,640.19	86.77
3440	STATE INCOME TAX	10,000.00	.00	376.40	9,623.60	96.23
3445	STATE LOCAL OCCUPANCY TAX	8,000.00	1,691.71	2,155.99	5,844.01	73.05
3450	STATE CITY STREET	10,500.00	894.63	1,789.26	8,710.74	82.95
3455	STATE SPORTSBETTING	6,000.00	2,328.41	2,328.41	3,671.59	61.19
3460	STATE MAINTENANCE REIMBURSEMENT	40,000.00	.00	.00	40,000.00	100.00
3470	STATE STREET AID REVENUES	240,000.00	16,869.54	34,805.92	205,194.08	85.49
3490	PEP SAFETY GRANT-EMPLOYEE WELFARE	2,000.00	.00	.00	2,000.00	100.00
3492	PEP DRIVER SAFETY GRANT	4,000.00	.00	.00	4,000.00	100.00
3494	PEP - PROPERTY GRANT PROGRAM	5,000.00	.00	.00	5,000.00	100.00
3511	WASHINGTON COUNTY FIRE FUNDS	135,000.00	33,750.00	33,750.00	101,250.00	75.00
3515	SCHOOL PROJECT MANAGEMENT FEES	30,000.00	.00	.00	30,000.00	100.00
3530	VISITOR CENTER - AUDITORIUM RENT	12,000.00	1,562.29	2,002.29	9,997.71	83.31
3550	VISITOR CENTER GIFT SHOP	55,000.00	217.47	4,943.33	50,056.67	91.01
3551	VISITOR CENTER MISCELLANEOUS	7,000.00	12.86	10,472.67	9,472.67	94.72
3553	VISITOR CENTER - SPECIAL PROGRAM	12,500.00	4,434.53	4,733.36	7,766.64	62.14
3559	GAZEBO RENTAL	350.00	.00	.00	350.00	100.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3660	RECREATION EVENTS/SPECIAL PROGRAM	7,500.00	250.00	480.00	7,020.00	93.60
3661	STATE OF TN TOURISM GRANT	30,000.00	.00	.00	30,000.00	100.00
3663	MUSIC ON THE SQUARE REVENUES	36,000.00	5,454.58	6,461.29	27,538.71	76.49
3664	RECREATION RESERVE REVENUES	1,000.00	.00	.00	1,000.00	100.00
3665	M. MARTIN FUNDS-PROGRAM DEVELOPHER	50,000.00	.00	.00	50,000.00	100.00
3667	REPATORY THEATRE/JTAC	57,000.00	115.50	11,005.07	45,994.93	80.69
3669	JET PLAYERS EDUCATION PROGRAM	50,000.00	16,175.00	16,175.00	33,825.00	67.68
3671	STORY TOWN RADIO SHOW REVENUE	17,500.00	3,392.60	10,376.40	6,923.60	39.56
3672	JWT DON SQUIBB SCHOLARSHIP PROGRA	3,000.00	.00	250.00	2,750.00	91.66
3673	MAIN STREET USA REVENUES	2,500.00	212.18	212.18	2,287.82	91.51
3674	MAIN ST. BIRNS & TUNES REVENUES	12,000.00	731.00	3,229.00	8,771.00	73.09
3675	MAIN ST. JONESBOROUGH DAYS REVENUE	31,900.00	22.83	6,010.69	25,889.31	81.15
3680	WETLANDS-SEASON PASSES	40,000.00	239.79	839.33	39,160.67	97.90
3681	WETLANDS-FACILITY RENTAL	35,000.00	8,610.00	18,970.00	16,430.00	46.94
3682	WETLANDS-DAILY ADMISSIONS	290,000.00	30,813.10	184,161.51	105,838.49	36.49
3683	WETLANDS-CONCESSIONS	90,000.00	6,360.50	54,696.40	35,303.60	39.22
3684	WETLANDS-MERCHANDISE SALES	3,500.00	.00	.00	3,500.00	100.00
3685	WETLANDS-TUBE RENTALS	9,000.00	1,269.00	8,430.25	569.75	6.33
3688	WETLANDS-SNOWBALL SALES	3,000.00	411.66	1,535.25	1,464.75	48.82
3689	WETLANDS-SHIN LESSONS/CPR TRAININ	3,500.00	.00	.00	3,500.00	100.00
3710	POLICE FINES	160,000.00	14,114.25	27,596.34	132,403.66	82.75
3711	POLICE FINES - CAMERAS	50,000.00	3,342.00	3,342.00	46,658.00	93.31
3712	GENERAL SESSIONS COURT FINES	3,500.00	18.15	376.63	3,123.37	89.23
3713	LITIGATION TAX	17,500.00	276.25	1,320.65	16,179.35	92.45
3714	DEFENSIVE DRIVING SCHOOL REVENUE	20,000.00	1,548.00	2,322.00	17,678.00	88.84
3715	POLICE - VEHICLE TOWING FEES	.00	.00	125.00	125.00	100.00
3716	SNOP WITH COP PROGRAM	25,000.00	.00	.00	25,000.00	100.00
3717	DRIVING SCHOOL TECH FEES.	2,250.00	132.00	288.00	1,962.00	87.20
3718	PS ELECTRONIC CITATION FEE RESERV	3,500.00	.00	.00	3,500.00	100.00
3719	RANDOM PERMIT CLASS FEES	22,400.00	.00	.00	22,400.00	100.00
3720	TN HIGHWAY SAFETY GRANT	93,801.00	.00	.00	93,801.00	100.00
3721	DOJ BULLET PROOF VESTS GRANT	8,500.00	.00	.00	8,500.00	100.00
3722	DOJ COPS GRANT	60,000.00	.00	.00	60,000.00	100.00
3724	TN SKY SAFETY GRANT	5,000.00	.00	.00	5,000.00	100.00
3725	CLEKX ELECTRONIC CITATION FEE RES	1,000.00	.00	.00	1,000.00	100.00
3726	JONESBOROUGH COPS FOR KIDS	2,500.00	.00	.00	2,500.00	100.00
3727	PARKS IN BLUE CANINE REVENUE CONT.	.00	1,400.00	1,400.00	1,400.00	100.00
3729	MCKINNEY CENTER - RENTAL FEES	12,000.00	1,377.50	2,478.75	9,521.25	79.34
3771	MEM PROG.-DONATIONS	.00	.00	101.85	101.85	100.00
3772	MARY MARTIN-EDUCATION FEES	75,000.00	6,273.58	7,223.27	67,776.73	90.36
3774	MCKINNEY SCHOLARSHIP FUND REVENUE	5,000.00	100.00	475.00	4,525.00	90.50
3775	MCKINNEY CENTER MEMBERSHIP REVENUE	2,500.00	.00	.00	2,500.00	100.00
3778	TAC GRANT-STORY TOWN RADIO SHOW	8,800.00	3,552.00	3,552.00	5,248.00	60.00
3786	TAC GRANT CORNH. PLAY CREATIVE PLAC	2,500.00	.00	.00	2,500.00	100.00
3810	INTEREST EARNED	7,500.00	4,584.89	10,008.68	2,508.88	33.44
3822	POST OFFICE RENT	77,098.00	.00	7,333.99	69,764.01	90.48
3823	LEASE REVENUE	10,520.00	4,864.51	8,854.51	1,665.49	15.83
3844	MISCELLANEOUS REVENUE	.00	43.86	43.86	43.86	100.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3950	AUCTION PROCEEDS - SURPLUS EQUIP.	15,000.00	6,500.00	6,500.00	8,500.00	56.66
3955	IN LIEU BIDS/MAK PAYMENT RESERVE	20,000.00	3,250.00	3,250.00	16,750.00	83.75
3963	SENIOR CENTER-SPECIAL PROJECTS RE	55,000.00	.00	4,545.44	50,454.56	91.73
3974	KEEP JONES BEAUTIFUL REVENUE	.00	.00	24.00	24.00	100.00
3975	FLAG REPLACEMENT REVENUE	300.00	440.00	2,146.00	1,346.00	973.00
3976	CRUCKEY DEPOT MUSEUM REVENUE	3,000.00	324.00	368.00	2,632.00	87.73
3979	WASH. CO. CUNT. FOR K-8 MAINT.	291,900.00	.00	.00	291,900.00	100.00
3982	PROCEEDS - 2023 CAPITAL OUTLAY NO	1,000,000.00	.00	.00	1,000,000.00	100.00
3993	PROCEEDS-INTERIM LOAN-JACKSON THT	875,000.00	.00	.00	875,000.00	100.00
3910	LEASE INTEREST	11,152.00	.00	.00	11,152.00	100.00
	--SUB TOTAL--	11,152.00	.00	.00	11,152.00	100.00
3667	JRT UFO SHOW	.00	3,335.21	18,684.44	18,684.44	100.00
	--SUB TOTAL--	.00	3,335.21	18,684.44	18,684.44	100.00
3667	JRT FETER PAN	.00	105.38	3,494.62	1,494.62	100.00
	--SUB TOTAL--	.00	105.38	3,494.62	1,494.62	100.00
3667	JRT DEARLY BELOVED	.00	105.38	2,160.38	2,160.38	100.00
	--SUB TOTAL--	.00	105.38	2,160.38	2,160.38	100.00
3667	JRT IT'S A WONDERFUL LIFE RADIO P	.00	105.38	949.38	949.38	100.00
	--SUB TOTAL--	.00	105.38	949.38	949.38	100.00
3667	JRT THE PLAY THAT GOES WRONG	.00	105.38	2,360.38	2,360.38	100.00
	--SUB TOTAL--	.00	105.38	2,360.38	2,360.38	100.00
3667	BEAUTIFUL	.00	3,735.38	3,785.38	3,785.38	100.00
	--SUB TOTAL--	.00	3,735.38	3,785.38	3,785.38	100.00
3667	MUSIC MAN	.00	3,299.87	8,838.77	8,838.77	100.00
	--SUB TOTAL--	.00	3,299.87	8,838.77	8,838.77	100.00
3667	CRAZY FOR YOU	.00	577.64	5,158.88	5,158.88	100.00
	--SUB TOTAL--	.00	577.64	5,158.88	5,158.88	100.00
3667	JRT - INFO TRE WOODS	.00	1,494.62	1,494.62	1,494.62	100.00
	--SUB TOTAL--	.00	1,494.62	1,494.62	1,494.62	100.00
3667	JRT - ANASTASIA	.00	.00	6,361.95	6,361.95	100.00
	--SUB TOTAL--	.00	.00	6,361.95	6,361.95	100.00
3667	USA CHRISTMAS	.00	105.38	2,894.62	2,894.62	100.00
	--SUB TOTAL--	.00	105.38	2,894.62	2,894.62	100.00
3667	JRT CONFESSIONS	.00	144.68	481.56	481.56	100.00
	--SUB TOTAL--	.00	144.68	481.56	481.56	100.00
3667	JRT DUE FROM JRT CHECKING	.00	1,634.64	2,161.91	2,161.91	100.00
	--SUB TOTAL--	.00	1,634.64	2,161.91	2,161.91	100.00
	* GENERAL FUND REVENUE *	12,100,173.00	567,490.25	1,257,142.04	10,843,030.96	89.61
	---	12,100,173.00	567,490.25	1,257,142.04	10,843,030.96	89.61

9/01/2023 *GL6600*
 FUND 8-011 REVENUE DRUG FUND

TOWN OF JONESTOWN
 REVENUE SUMMARY
 7/01/2023 - 8/31/2023

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 TIME 13:09
 DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
30000	* DRUG FUND REVENUE *					
3710	DRUG FINES	3,000.00	5.61	15.12	2,984.88	99.49
3715	PROPERTY FORFEITURES	3,000.00	.00	.00	3,000.00	100.00
3720	AUCTION PROCEEDS	3,500.00	6,177.00	6,177.00	2,677.00	76.48
	* DRUG FUND REVENUE *	9,500.00	6,182.61	6,192.12	3,307.88	34.81
	---FUND TOTAL---	9,500.00	6,182.61	6,192.12	3,307.88	34.81

9/01/2023 *GL5600*
 FUND 4-012 REVENUE SOLID WASTE FUND

TOWN OF JONHESBOROUGH
 REVENUE SUMMARY
 7/01/2023 - 8/31/2023

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 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
30000	* SOLID WASTE REVENUE *				638,264.32	81.78
3700	CUSTOMER CHARGE	780,438.00	68,838.30	342,173.68	12,950.00	80.93
3705	SERVICE CHARGE	16,000.00	1,400.00	3,050.00	50.00	100.00
3708	SKUSH/TIRE DISPOSAL FEES	90.00	.00	.00	18,163.60	90.81
3710	COMPOST/MULCH SALES	20,000.00	1,235.67	1,836.40	17,381.60	93.95
3715	RECYCLED MATERIAL SALES	18,500.00	1,019.85	1,118.40	500.00	100.00
3945	TOTE CART/DUMPFSTER PURCHASE	500.00	.00	.00	3,700.00	92.50
3970	TRUCK RENTALS	4,000.00	.00	300.00	300.00	100.00
3975	BAGSTER BAG SALES	300.00	.00	.00	1,000.00	100.00
4910	INSURANCE RECOVERY	.00	1,000.00	1,000.00	690,309.52	82.20
	* SOLID WASTE REVENUE *	839,788.00	73,593.82	149,478.48		
	---FUND TOTAL---	839,788.00	73,593.82	149,478.48		

9/01/2023 *GL6600* PAGE 6
 FUND 8-016 **HEALTH REIMBURSEMENT REVENUES** REVENUE SUMMARY TIME 12:09
 7/01/2023 - 8/31/2023 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3000	**HEALTH REIMBURSEMENT REVENUES**					
3110	HRA CONTRIBUTIONS - GENERAL FUND	.00	.00	2,730.00	2,730.00-	100.00-
3115	HRA CONTRIBUTIONS - SW FUND	.00	.00	750.00	750.00-	100.00-
3120	HRA CONTRIBUTIONS - NAT/SENER FUND	.00	.00	2,310.00	2,310.00-	100.00-
	HEALTH REIMBURSEMENT REVENUES	.00	.00	5,790.00	5,790.00-	100.00-
	---	.00	.00	5,790.00	5,790.00-	100.00-
	---FUND TOTAL---					

MAJOR ACCTN	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3000	* WATER/SEWER FUND REVENUE *					
3810	INTEREST EARNED	5,000.00	675.39	3,734.85	3,265.15	65.30
3910	WATER SALES	7,024,841.00	553,052.40	2,157,411.52	5,867,429.48	83.52
3920	SEWER SALES	1,828,000.00	154,625.46	313,723.26	1,514,276.74	82.83
3945	DISCONNECT FEES	12,500.00	4,915.33	9,592.17	2,907.83	23.26
3950	SERVICE CHARGES	55,000.00	4,450.00	9,000.00	46,000.00	83.63
3951	WATER TAP FEES	375,000.00	24,600.00	51,800.00	323,200.00	86.38
3952	SEWER TAP FEES	225,000.00	.00	2,000.00	223,000.00	99.11
3954	SEWER TAP INSPECTION FEES	2,500.00	150.00	425.00	2,075.00	83.00
3955	SEWER INDUSTRIAL USER PERMIT FEES	7,500.00	.00	.00	7,500.00	100.00
3960	WATER LINE EXTENSION FEES	100,000.00	.00	.00	100,000.00	100.00
3976	2021 EDA INDUST PARK GRANT KEY	360,000.00	.00	.00	360,000.00	100.00
3986	SALE OF PROPERTY	10,000.00	3,764.65	3,764.65	6,235.35	62.35
3992	CAP. CONTR. - MASS. CNTY - WL PROJ.	.00	772,114.38	772,114.38	772,114.38	100.00
3995	TR DIRECT LOCAL AREA FUNDS	347,450.00	100,192.00	100,192.00	247,258.00	71.16
3951	WATER TAP DISCOUNTED COST CNTY LI	.00	3,200.00	3,200.00	3,200.00	100.00
	--FIB TOTAL--		3,200.00	3,200.00	3,200.00	100.00
	* WATER/SEWER FUND REVENUE *	10,252,491.00	1,621,739.51	2,424,957.83	7,827,533.17	76.34
	---FUND TOTAL---	10,252,491.00	1,621,739.51	2,424,957.83	7,827,533.17	76.34

9/01/2023 *GL0600*
 FUND 8-000 **K-8 CAPITAL PROJ.FUND REVENUE**
 TOWN OF JEWESBOROUGH
 REVENUE SUMMARY
 7/01/2023 - 8/31/2023

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	V-T-D AMOUNT	BALANCE	REMAIN.
3000	**K-8 CAPITAL PROJ.FUND REVENUE**					
3400	MAN Extension Proceeds	.00	396,223.98	396,223.98	396,223.98	100.00
	K-8 CAPITAL PROJ.FUND REVENUE	.00	396,223.98	396,223.98	396,223.98	100.00
	---FUND TOTAL---	.00	396,223.98	396,223.98	396,223.98	100.00

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 - DEPARTMENT -

9/01/2023 *GLO600*
 FUND 6-010 EXPENDITURES GENERAL FUND

TOWN OF JOHNSBORO
 EXPENDITURE SUMMARY
 7/01/2023 - 8/31/2023

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 TIME 13:09
 DEPARTMENT -

MAJOR ACCTS	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
11000	* GENERAL ADMINISTRATION *						
4100	SALARIES & WAGES	624,342.00	44,342.45	81,297.84	.00	543,044.16	86.97
4210	PAYROLL TAXES (FICA)	47,756.00	3,231.17	5,911.31	.00	41,844.69	87.62
4211	RETIREMENT	33,633.00	2,113.34	4,061.63	.00	29,571.37	87.92
4212	EMPLOYEE INSURANCE	86,182.00	5,203.18	14,597.69	.00	71,584.31	83.06
4213	UNEMPLOYMENT TAX (SUTA)	450.00	.00	.00	.00	450.00	100.00
4310	OFFICE SUPPLIES	6,000.00	1,069.51	1,069.51	.00	4,930.49	82.17
4311	STATIONERY/FORMS	2,000.00	497.70	497.70	.00	1,502.30	75.11
4312	EQUIP. LEASES & MAINT. CONTRACTS	44,700.00	2,890.27	7,302.82	.00	37,397.18	83.66
4313	COMPUTER CONSULTANTS/UPGRADES	67,095.00	.00	8,766.27	.00	58,328.73	86.93
4314	SMALL EQUIP. & FURNISHINGS	4,500.00	.00	.00	.00	4,500.00	100.00
4323	FOOD	15,500.00	.00	.00	.00	15,500.00	100.00
4324	JANITORIAL/CLEANING	4,200.00	.00	.00	.00	4,200.00	100.00
4326	UNIFORMS/SAFETY SHES	1,800.00	.00	.00	669.95	1,130.05	62.78
4328	POSTAGE	4,000.00	211.31	300.41	.00	3,699.59	92.48
4330	BANK/CREDIT CARD FEES	3,000.00	.00	362.96	.00	2,637.04	87.90
4340	MISCELLANEOUS SUPPLIES	4,500.00	1,334.69	1,676.70	.00	2,823.30	62.74
4355	MEDICAL	2,000.00	299.05	299.05	.00	2,000.95	88.49
4410	BUILDING MAINTENANCE	8,000.00	1,170.96	1,170.96	14,833.00	8,003.96	100.04
4415	BUILDING MAINTENANCE - ISC BLDG.	4,000.00	.00	.00	.00	4,000.00	100.00
4420	EQUIPMENT REPAIRS	250.00	.00	.00	.00	250.00	100.00
4510	ELECTRIC/GAS	14,500.00	1,128.29	1,170.74	.00	13,329.26	91.92
4520	WATER	1,500.00	65.47	65.47	.00	1,434.53	95.63
4550	PHONES/INTERNET	12,500.00	834.35	1,147.25	.00	11,352.75	89.22
4601	GENERAL ENGINEERING	35,000.00	600.00	600.00	.00	34,400.00	98.28
4615	WEBSITE MAINTENANCE	5,500.00	50.00	50.00	.00	5,450.00	99.09
4651	AUDIT/ACCOUNTING	25,400.00	.00	.00	.00	25,400.00	100.00
4652	LEGAL FEES/LEGAL AUC	65,000.00	2,824.19	3,593.98	.00	56,406.02	86.61
4656	MUNICIPAL JUDGE SUPPLIES	2,352.00	.00	.00	.00	2,352.00	100.00
4657	MUNICIPAL JUDGE	11,200.00	1,050.00	1,575.00	.00	9,625.00	85.93
4658	ANIMAL CONTROL	2,500.00	15.71	15.71	.00	2,484.29	99.37
4659	USDA WILDLIFE MANAGEMENT	3,100.00	.00	.00	.00	3,100.00	100.00
4660	RESIDENT INFORMATION	6,500.00	500.00	500.00	.00	6,000.00	92.30
4710	GASOLINE/OIL	6,500.00	151.41	151.41	.00	6,348.59	97.67
4720	TIRES	700.00	.00	.00	.00	700.00	100.00
4730	VEHICLE REPAIRS/MAINT.	3,000.00	12.50	12.50	.00	2,987.50	99.58
4735	GPS - TELEMATICS	500.00	121.17	121.17	.00	378.83	75.76
4740	TRAVEL/TRAINING/CAR ALLOWANCE	6,000.00	350.00	250.00	.00	6,250.00	104.16
4813	PROPERTY/LIABILITY INSURANCE	152,500.00	1,735.24	1,725.24	.00	154,225.24	101.13
4814	WORKER'S COMP INSURANCE	73,410.00	.00	.00	.00	73,410.00	100.00
4815	TAX RELIEF PROGRAM	15,000.00	.00	.00	.00	15,000.00	100.00
4906	VETERAN'S MEMORIAL EXPENSE	2,500.00	.00	.00	.00	2,500.00	100.00
4910	DOES/SUBSCRIPTIONS/PERMITS	1,000.00	139.99	858.96	.00	2,000.00	100.00
4911	MTAS/TNL FEES	3,500.00	3,247.00	3,247.00	.00	253.00	7.22
4913	LIBRARY APPROPRIATION	13,500.00	.00	.00	.00	13,500.00	100.00
4915	SE IN TOURISM APPROPRIATION	2,000.00	.00	.00	.00	2,000.00	100.00
4916	MC MUSEUM/HERITAGE ALLIANCE APPRO	50,000.00	4,166.67	8,333.34	.00	41,666.66	83.33
4917	BUILDING INSPECTION	4,500.00	.00	.00	.00	4,500.00	100.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
4918	DURTY STREET FIGHTERS	7,000.00	656.84	656.84	.00	6,343.16	90.61
4920	F.T.D.D. APPROPRIATION	1,650.00	.00	1,649.00	.00	1.00	.06
4921	F.T.M.R.A. APPROP.	7,301.00	.00	.00	.00	7,301.00	100.00
4922	MC E.M.S. APPROPRIATION	50,000.00	.00	.00	.00	50,000.00	100.00
4924	WASHINGTON COUNTY BOON DRY COUNCIL	7,000.00	.00	.00	.00	7,000.00	100.00
4925	HISTORIC SONING COMM TRAINING	500.00	.00	.00	.00	500.00	100.00
4926	VET.PARK APPROPRIATION	.00	.00	250.00	.00	250.00	100.00
4930	JACKSON CONTRACTED SERVICES	25,000.00	.00	.00	.00	25,000.00	100.00
4935	MAIN STREET JONES PROGRAM EXP.	.00	611.09	611.09	.00	611.09	100.00
4937	MAIN ST.-JONESBOROUGH DAYS	.00	1,100.90	1,100.90	.00	1,100.90	100.00
5664	INTEREST - 2023 \$1M CON	35,000.00	.00	.00	.00	35,000.00	100.00
5666	INTEREST - JACKSON RD	37,250.00	.00	.00	.00	37,250.00	100.00
5667	INTEREST-JACKSON BARS	50,000.00	.00	.00	.00	50,000.00	100.00
5670	PAIM.-2020 RD COMM.FACILITY LOAN	60,000.00	4,946.65	9,881.48	.00	50,118.52	83.53
5671	INT.-2020 RD COMM.FACILITY LOAN	89,430.00	7,505.35	15,022.52	.00	74,407.48	83.20
5677	PAIM.-2020 TN MUNI BOND FUND CON	121,000.00	.00	.00	.00	121,000.00	100.00
5678	INT.-2020 TN MUNI BOND FUND CON	15,662.00	.00	.00	.00	15,662.00	100.00
6145	DEBT ISSUANCE COSTS	2,000.00	3,000.00	3,000.00	.00	1,000.00	50.00
6155	FACADE RENOVATION GRANT	10,000.00	.00	.00	.00	10,000.00	100.00
6175	VARIOUS PUBLIC WORKS PROJECTS	285,000.00	.00	.00	6,776.32	278,223.68	97.62
6180	OTHER CAPITAL PROJECTS	349,742.00	438.00	102,422.84	.00	247,319.16	31.60
	* GENERAL ADMINISTRATION *	2,432,620.00	93,543.87	281,576.81	22,279.17	2,128,764.02	87.50

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
12000	* POLICE DEPARTMENT *						
4100	SALARIES & WAGES	1,223,770.00	92,297.81	186,763.57	-00	1,037,006.43	84.73
4210	PAYROLL TAXES (FICA)	93,618.00	6,552.23	13,346.45	-00	80,271.55	85.75
4211	RETIREMENT	71,811.00	5,537.86	11,205.80	-00	60,605.20	84.39
4212	EMPLOYEE INSURANCE	225,889.00	22,860.30	33,210.83	-00	172,678.17	76.44
4214	UNEMPLOYMENT TAX (SUTA)	850.00	-00	-00	-00	850.00	100.00
4310	OFFICE SUPPLIES	3,000.00	774.08	882.73	-00	2,117.27	70.57
4311	STATIONERY/FORMS	1,200.00	591.98	531.97	-00	668.03	55.66
4312	EQUIP.LEASES & MAINT.CONTRACTS	18,275.00	5,589.79	7,090.97	1,311.00	9,873.03	54.02
4313	SMALL EQUIP-TM LOCAL APPROPRIATIO	-00	30.00	30.00	-00	30.00	100.00
4314	SMALL EQUIP. & FURNISHINGS	7,000.00	222.17	222.17	700.00	6,077.83	86.82
4315	AMPHIBION	7,000.00	480.00	480.00	-00	6,520.00	93.14
4326	UNIFORMS/CLOTHING	20,000.00	796.42	1,506.42	-00	18,493.58	92.46
4328	POSTAGE	2,500.00	234.21	473.42	-00	2,026.58	81.06
4340	MISCELLANEOUS SUPPLIES	5,000.00	-00	-00	-00	5,000.00	100.00
4350	SAFETY	1,000.00	-00	-00	-00	1,000.00	100.00
4355	MEDICAL	11,500.00	503.90	503.90	-00	10,996.10	95.61
4420	EQUIPMENT REPAIRS	1,000.00	-00	-00	-00	1,000.00	100.00
4500	LITIGATION EXPENSE	10,000.00	-00	-00	-00	10,000.00	100.00
4505	PS ELECTR.CITATION RESERVE EXP.	5,000.00	-00	-00	-00	5,000.00	100.00
4507	CLERK ELCTR.CITATION RESERVE EXP	1,500.00	-00	-00	-00	1,500.00	100.00
4510	MAINTENANCE EXPENSE-RADIO TOWER	1,000.00	154.35	154.35	-00	845.65	84.56
4515	RANDOM PERMIT CLASS EXPENSE	1,000.00	-00	-00	-00	1,000.00	100.00
4520	DRIVING SCHOOL TECH FUND EXPENSES	2,000.00	-00	-00	-00	2,000.00	100.00
4550	TELEPHONE/RADIOS/INTERNET	15,500.00	1,220.85	1,586.90	-00	13,913.10	89.76
4630	TRAINING	16,000.00	2,071.80	2,395.50	1,227.17	12,377.33	77.38
4640	RESERVE OFFICER PROGRAM	5,000.00	-00	-00	-00	5,000.00	100.00
4710	GASOLINE/OIL	60,000.00	4,548.79	4,648.79	-00	55,351.21	92.45
4720	TIRES	8,000.00	503.28	503.28	-00	7,496.72	93.70
4725	REPAIR & MAINT.-SURPLUS VEH.& EQU	5,000.00	-00	-00	-00	5,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	18,000.00	1,831.49	1,856.49	198.10	15,945.41	88.58
4735	GPS - TELEMATICS	5,250.00	581.54	581.54	-00	4,668.46	88.32
4740	TRAVEL	5,000.00	770.53	1,227.03	-00	3,772.97	75.45
4745	TRAVEL/TRANSPORT-SURPLUS VEH.&EQU	5,000.00	-00	-00	-00	5,000.00	100.00
4850	STATE POLICE FINES	25,000.00	1,062.62	1,062.62	-00	23,937.38	95.74
4900	OTHER CONTRACTED SERVICES	39,739.00	20,575.28	20,575.28	9,550.88	9,612.84	24.18
4910	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,000.00	120.00	625.97	-00	1,374.03	68.70
4933	PUBLIC EDUCATION/DRIVING SCHOOL	3,000.00	921.13	921.13	-00	2,078.87	69.29
4936	PAMS IN BLUE CANINE EXPENSES	-00	88.99	88.99	-00	88.99	100.00
4937	SHOP WITH A COP PROGRAM	25,000.00	-00	-00	-00	25,000.00	100.00
4938	JONSBOROUGH COPS FOR KIDS	2,500.00	-00	-00	-00	2,500.00	100.00
4955	DOJ BULLET PROOF VESTS GRANT	8,500.00	-00	-00	-00	8,500.00	100.00
4962	TM HIGHWAY SAFETY GRANT EXPENSES	5,000.00	-00	-00	-00	5,000.00	100.00
4966	VEHICLE AND EQUIPMENT	43,000.00	-00	-00	-00	43,000.00	100.00
5532	PRINCIPAL-2021 PS VEHICLE LEASE	119,000.00	-00	-00	-00	119,000.00	100.00
5534	INTEREST-2021 PS VEHICLE LEASE	5,129.00	-00	-00	-00	5,129.00	100.00
5705	2021 CAP. OUTLAY-POLICE VEHICLES	-00	-00	20,117.60	-00	20,117.60	100.00
5720	CAP. OUTLAY-PS TRAINING FACILITY	-00	284.85	284.85	-00	284.85	100.00
	* POLICE DEPARTMENT *	2,134,531.00	170,646.55	332,302.89	12,987.15	1,789,240.96	83.82

9/01/2023 *06600*
FUND 8-010 EXPENDITURES GENERAL FUND

TOWN OF JONESTOWN
EXPENDITURE SUMMARY
7/01/2023 - 8/31/2023

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- DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
1200	* FIRE DEPARTMENT *						
4100	SALARIES & WAGES	432,579.00	31,896.67	66,738.66	.00	365,840.34	84.57
4210	PAYROLL TAXES (FICA)	33,092.00	2,256.39	4,738.12	.00	28,353.88	85.68
4211	RETIREMENT	25,343.00	1,213.80	3,986.47	.00	21,356.53	84.26
4212	EMPLOYER INSURANCE	70,888.00	5,976.89	17,450.67	.00	53,437.33	75.38
4214	UNEMPLOYMENT TAX (UTA)	340.00	.00	.00	.00	340.00	100.00
4310	OFFICE SUPPLIES	1,000.00	80.99	80.99	.00	919.01	91.99
4311	STATIONERY/FORMS	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP.LEASES & MAINT.CONTRACTS	6,500.00	795.91	1,120.61	.00	5,379.39	82.75
4314	SMALL EQUIP & FURNISHINGS	45,000.00	5,544.83	9,700.83	5,991.88	29,207.59	65.12
4326	UNIFORMS/CLOTHING	11,000.00	.00	.00	8,260.00	2,800.00	25.45
4327	FIRE FIGHTING GEAR	30,000.00	.00	.00	7,970.00	22,030.00	73.43
4328	POSTAGE	200.00	3.60	7.20	.00	192.80	96.40
4340	MISCELLANEOUS SUPPLIES	5,500.00	299.33	363.35	.00	5,136.65	93.39
4350	SAFETY	1,000.00	.00	.00	.00	1,000.00	100.00
4355	MEDICAL	6,500.00	342.15	242.35	1,000.00	5,257.85	80.89
4410	BUILDING MAINTENANCE	10,000.00	43.86	43.86	.00	10,043.86	100.43
4420	EQUIPMENT REPAIRS	2,500.00	365.02	365.02	.00	2,134.98	85.29
4550	TELEPHONE/RADIO/INTERNET	6,250.00	519.95	712.29	.00	5,537.71	88.60
4630	TRAINING	8,500.00	490.00	490.00	.00	8,010.00	94.23
4710	GASOLINE AND OIL	12,000.00	1,264.11	1,264.11	.00	10,735.89	89.46
4720	TIRES	8,000.00	.00	.00	.00	8,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	30,000.00	1,224.12	1,224.12	698.67	28,077.21	93.59
4735	GPS - TELEMATICS	700.00	218.07	218.07	.00	481.93	68.84
4740	TRAVEL	1,000.00	.00	.00	.00	1,000.00	100.00
4900	OTHER CONTRACTED SERVICES	11,000.00	.00	.00	.00	11,000.00	100.00
4910	DUSS/SUBSCRIPTIONS	1,800.00	200.00	200.00	.00	1,600.00	88.88
4933	PUBLIC EDUCATION	500.00	.00	.00	.00	500.00	100.00
5515	PRINCIPAL-2016 FIRE TRUCK LEASE	38,760.00	3,200.80	6,394.23	.00	32,365.77	83.50
5520	INTEREST-2016 FIRE TRUCK LEASE	3,167.00	293.09	593.55	.00	2,573.45	81.23
5535	PRINCIPAL-2021 FIRE TRUCK LEASE	46,000.00	.00	.00	.00	46,000.00	100.00
5540	INTEREST-2021 FIRE TRUCK LEASE	10,109.00	.00	.00	.00	10,109.00	100.00
6115	CAPITAL OUTLAY - BRUSH TRUCK	.00	3,358.26	1,358.26	.00	1,358.26	100.00
	* FIRE DEPARTMENT *	859,428.00	62,100.12	117,204.84	23,860.25	718,362.91	83.58

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
13200	* STREET DEPARTMENT *						
4100	SALARIES & WAGES	400,991.00	30,938.24	61,997.54	.00	338,993.46	84.53
4210	PAYROLL TAXES (FICA)	39,676.00	2,216.98	4,441.72	.00	35,234.28	85.52
4211	RETIREMENT	23,191.00	1,856.29	3,719.84	.00	19,471.16	83.95
4212	EMPLOYEE INSURANCE	63,206.00	5,330.76	15,243.28	.00	47,962.72	75.88
4214	UNEMPLOYMENT TAX (SUTA)	310.00	.00	.00	.00	310.00	100.00
4310	OFFICE SUPPLIES	400.00	103.87	103.87	.00	296.13	74.03
4312	EQUIP. LEASES & MAINT. CONTRACTS	2,500.00	336.38	672.61	.00	1,827.39	73.09
4314	SMALL EQUIP. & FURNISHINGS	4,000.00	112.17	112.17	.00	3,887.83	97.19
4322	SALT PURCHASE	10,000.00	.00	.00	.00	10,000.00	100.00
4326	UNIFORMS/CLOTHING	3,850.00	2,072.52	2,072.52	910.00	867.48	22.53
4340	MISCELLANEOUS SUPPLIES	2,750.00	52.95	52.95	.00	2,697.05	98.07
4350	SAFETY	2,200.00	.00	.00	.00	2,200.00	100.00
4355	MEDICAL	3,300.00	163.60	163.60	.00	3,136.40	95.04
4410	BUILDING MAINTENANCE	6,000.00	.00	.00	.00	6,000.00	100.00
4420	EQUIPMENT REPAIRS	1,500.00	.00	.00	.00	1,500.00	100.00
4440	STREET REPAIRS	15,000.00	1,671.34	1,671.34	.00	13,328.66	88.85
4460	STREET SIGNS	6,550.00	.00	38.00	.00	6,512.00	99.37
4465	STREET PAVING	175,000.00	.00	.00	.00	175,000.00	100.00
4510	STREET LIGHTS	192,500.00	.00	.00	.00	192,500.00	100.00
4520	CURBING/SIDWALKS/ROCK	302,000.00	.00	17,834.52	.00	184,165.48	56.73
4550	TELEPHONE/RADIOS/INTERNET	2,500.00	133.40	191.27	.00	2,308.73	92.34
4710	GASOLINE/OIL	32,175.00	2,089.56	3,089.56	.00	29,085.44	93.50
4720	TIRES	7,000.00	238.46	238.46	.00	6,761.54	96.59
4730	VEHICLE REPAIRS/MAINT.	43,250.00	2,815.67	2,815.67	186.10	38,236.23	92.69
4735	GPS - TELEMATICS	1,800.00	234.26	234.26	.00	1,565.74	86.98
4920	STATE STORM WATER MAINTENANCE FEE	5,000.00	.00	.00	.00	5,000.00	100.00
6314	STORM WATER UPGRADE/SUPPLIES	6,000.00	.00	.00	580.00	5,420.00	90.83
6346	N. MAIN SIDEWALK	105,000.00	.00	.00	.00	105,000.00	100.00
6347	OAK GROVE CURBING AND SIDEWALK	30,000.00	.00	.00	.00	30,000.00	100.00
6348	LINCOLN PARK PARKING LOT	106,000.00	.00	.00	.00	106,000.00	100.00
6349	THOMPSON MESAON LAKE PAVING	52,000.00	.00	.00	.00	52,000.00	100.00
6351	BOONE STREET PAVING	135,000.00	.00	.00	.00	135,000.00	100.00
6352	3 2500 4WD TRUCKS	150,000.00	.00	.00	140,866.00	9,134.00	6.08
	* STREET DEPARTMENT *	1,717,149.00	68,200.97	113,466.56	143,524.10	1,467,198.34	85.09

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13100	* GARAGE *						
4100	SALARIES & WAGES	75,157.00	3,854.30	6,864.84	.00	68,292.16	90.86
4210	PAYROLL TAXES (FICA)	5,750.00	223.82	428.99	.00	5,321.01	92.53
4211	RETIREMENT	4,452.00	213.25	411.88	.00	4,040.12	90.74
4212	EMPLOYEE INSURANCE	25,186.00	1,606.34	4,679.02	.00	20,506.98	81.42
4214	UNEMPLOYMENT TAX (SUTA)	130.00	.00	.00	.00	130.00	100.00
4310	OFFICE SUPPLIES	500.00	11.00	11.00	.00	489.00	97.80
4312	EQUIP. LEASES & MAINT. CONTRACTS	3,000.00	389.15	742.88	.00	2,257.12	75.23
4313	TOOLS	2,300.00	299.00	299.00	1,956.00	95.00	4.13
4314	SMALL EQUIP. & FURNISHINGS	3,470.00	159.93	159.93	.00	3,310.07	95.39
4315	WELDING SUPPLIES	400.00	.00	.00	.00	400.00	100.00
4324	JANITORIAL/CLEANING	1,500.00	.00	.00	.00	1,500.00	100.00
4326	UNIFORMS/CLOTHING	1,900.00	252.01	252.01	260.00	1,387.99	73.05
4360	MISCELLANEOUS SUPPLIES	1,000.00	.00	.00	.00	1,000.00	100.00
4350	SAFETY	1,000.00	131.39	131.39	.00	868.61	86.86
4355	MEDICAL	800.00	118.06	118.06	.00	681.94	85.24
4410	BUILDING MAINTENANCE	1,500.00	165.10	240.10	.00	1,259.90	83.99
4415	WALK WAY MAINTENANCE & SUPPLIES	2,500.00	.00	.00	799.00	1,701.00	68.04
4420	EQUIPMENT REPAIRS	500.00	.00	.00	.00	500.00	100.00
4510	ELECTRIC	5,000.00	763.88	795.37	.00	4,204.63	84.09
4520	WATER	1,000.00	45.11	45.11	.00	954.89	95.48
4550	TELEPHONE	2,250.00	191.45	342.85	.00	1,907.15	84.76
4630	TRAVEL/TRAINING	500.00	.00	.00	.00	500.00	100.00
4710	GASOLINE/OIL	2,300.00	167.07	107.07	.00	2,192.93	95.34
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	2,000.00	860.10	860.10	.00	1,139.90	56.99
4735	GPS - TELEMATICS	400.00	24.23	24.23	.00	375.77	93.94
4910	DUES/SUBSCRIPTIONS/PERMITS	250.00	.00	.00	.00	250.00	100.00
	* GARAGE *	145,745.00	9,115.19	16,513.83	2,965.00	126,266.17	86.63

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
14100	* SENIOR CENTER *						
4100	SALARIES & WAGES	337,015.00	25,462.83	50,516.47	.00	286,498.53	85.01
4210	PAYROLL TAXES (FICA)	25,782.00	1,855.06	3,579.09	.00	22,202.91	86.11
4211	RETIREMENT	16,759.00	1,294.90	2,549.01	.00	14,209.99	84.79
4212	EMPLOYEE INSURANCE	64,437.00	4,918.57	14,310.71	.00	50,126.29	77.79
4214	UNEMPLOYMENT TAX (SUTA)	310.00	.00	.00	.00	310.00	100.00
4310	OFFICE SUPPLIES	3,400.00	542.02	542.02	.00	2,857.98	83.06
4312	EQUIP. LEASES & MAINT. CONTRACTS	21,000.00	4,898.48	6,383.23	.00	14,616.77	69.60
4314	SMALL EQUIP. & FURNISHINGS	4,800.00	454.84	454.84	.00	4,345.16	50.52
4324	JANITORIAL/CLEANING	6,000.00	319.90	319.90	3,000.00	2,680.10	44.66
4326	UNIFORMS	900.00	.00	.00	279.95	620.05	68.89
4328	POSTAGE	800.00	270.60	277.20	.00	522.80	65.35
4340	MISCELLANEOUS SUPPLIES	1,500.00	174.31	174.31	.00	1,325.69	88.37
4350	SAFETY	2,000.00	24.24	24.24	.00	1,975.76	98.78
4355	MEDICAL	2,500.00	143.15	143.15	.00	2,356.85	94.27
4410	BUILDING MAINTENANCE	20,400.00	2,222.92	2,222.92	5,500.00	12,677.08	62.14
4415	GROUNDS MAINTENANCE	9,000.00	496.03	496.03	5,000.00	3,503.97	38.33
4420	EQUIPMENT REPAIRS	1,000.00	.00	.00	.00	1,000.00	100.00
4510	ELECTRIC/GAS	40,000.00	2,645.11	2,703.28	.00	37,296.72	33.24
4520	WATER	4,000.00	377.83	377.83	.00	3,622.17	90.55
4550	TELEPHONE/INTERNET	10,000.00	607.16	839.77	.00	9,160.23	91.60
4710	GASOLINE/OIL	2,900.00	168.23	168.23	.00	2,531.77	93.76
4725	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	1,000.00	.00	.00	.00	1,000.00	100.00
4735	GPS - TELEMATICS	1,000.00	96.92	96.92	.00	903.08	90.30
4740	TRAVEL/TRAINING	2,500.00	86.21	86.21	.00	2,413.79	96.55
4810	DUES/SUBSCRIPTIONS/FERKITS	5,500.00	109.95	109.95	2,500.00	2,890.05	52.94
4815	AIA COMPLIANCE	100.00	.00	.00	.00	100.00	100.00
4840	TITLE III-B TRANSPORTATION	12,000.00	.00	.00	.00	12,000.00	100.00
4841	FARRISH NURSE/WEILESS PROGRAM	20,000.00	1,530.00	1,530.00	18,470.00	.00	.00
4842	HEALTH PROMOTION PROGRAM	38,000.00	634.00	634.00	38,000.00	634.00	1.66
4860	SENIOR CENTER-SPECIAL PROJECTS EX	55,000.00	.00	6,000.20	.00	48,999.80	89.09
5115	SENIOR CENTER STATE GRANT TCAD EX	.00	185.84	185.84	.00	185.84	100.00
6150	PRIN.-2021 REPAIRING ENDS(3.315M)	90,000.00	.00	.00	.00	90,000.00	100.00
6155	INT.-2021 REPAIRING ENDS(3.315M)	91,050.00	.00	.00	.00	91,050.00	100.00
6500	CAP-OUTLAY-MY RIDE SUV	13,253.00	13,253.00	13,253.00	.00	13,253.00	100.00
6505	CAP-OUTLAY-MY RIDE GOLF CART	11,981.00	.00	.00	.00	11,981.00	100.00
6515	CAP-OUTLAY-PATIO PAVILION	30,389.00	2,549.04	5,086.94	.00	25,302.06	83.26
4943	III-B SALARIES	6,000.00	.00	.00	.00	6,000.00	100.00
4945	VOL. TRANSPORTATION-SALARIES	34,389.00	2,549.04	5,086.94	.00	31,302.06	86.52
	--SUB TOTAL--	2,325.00	381.22	361.78	.00	1,963.22	84.43
4943	III-B PAYROLL TAXES	459.00	.00	.00	.00	459.00	100.00
4945	VOL. TRANSPORTATION-PR TAXES	2,784.00	181.22	361.78	.00	2,422.22	87.00
	--SUB TOTAL--	740.00	65.00	65.00	.00	675.00	91.66
4943	III-B TELEPHONE	400.00	.00	.00	.00	400.00	100.00
4945	VOL. TRANSPORTATION-RETIREMENT	1,200.00	65.00	65.00	.00	1,135.00	94.58
	--SUB TOTAL--	2,500.00	335.81	335.81	.00	2,164.19	86.56

MAJOR ACCTS	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
4945	VOL.TRANSPORTATION-EMPLOYEE INFUR	2,000.00	.00	.00	.00	2,000.00	100.00
	--SUB TOTAL--	4,500.00	335.81	335.81	.00	4,164.19	92.53
4943	III-B EMPL.BENEFITS-SUTA	35.00	.00	.00	.00	35.00	100.00
4945	VOL.TRANSPORTATION-SUTA	30.00	.00	.00	.00	30.00	100.00
	--SUB TOTAL--	65.00	.00	.00	.00	65.00	100.00
4943	III-B EMPL.BENEFITS - INSURANCE	2,850.00	511.66	1,534.98	.00	1,315.02	46.14
	--SUB TOTAL--	2,850.00	511.66	1,534.98	.00	1,315.02	46.14
4943	III-B EMPL. BENEFITS - RETIREMENT	2,387.00	152.94	305.21	.00	2,081.79	87.21
	--SUB TOTAL--	2,387.00	152.94	305.21	.00	2,081.79	87.21
4943	III-B SUPPLIES	554.00	.00	.00	.00	554.00	100.00
	--SUB TOTAL--	554.00	.00	.00	.00	554.00	100.00
	* SENIOR CENTER *	967,216.00	66,515.87	115,668.07	72,749.55	778,737.58	80.51

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REPAIR
14200	* PARKS & RECREATION *						
4100	SALARIES AND WAGES	257,884.00	14,979.81	31,785.90	.00	225,298.10	87.63
4210	PAYROLL TAXES (FICA)	19,667.00	1,104.88	2,349.47	.00	17,317.53	88.05
4211	RETIREMENT	12,889.00	718.42	1,434.61	.00	11,394.39	88.40
4212	EMPLOYEE INSURANCE	43,051.00	1,952.07	6,230.46	.00	38,820.54	90.17
4214	UNEMPLOYMENT TAX (SUTA)	205.00	.00	.00	.00	205.00	100.00
4310	OFFICE SUPPLIES	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	2,520.00	285.57	461.46	.00	2,058.54	81.68
4314	SMALL EQUIP. & FURNISHINGS	5,000.00	.00	.00	.00	5,000.00	100.00
4324	JANITORIAL/CLEANING	4,500.00	495.72	495.72	.00	4,004.28	88.98
4326	UNIFORM/CLOTHING	1,600.00	799.80	799.80	780.00	20.20	1.26
4328	POSTAGE	400.00	27.00	54.00	.00	346.00	86.50
4340	MISCELLANEOUS SUPPLIES	1,300.00	.00	.00	.00	1,300.00	100.00
4350	SAFETY	250.00	18.99	28.99	.00	231.01	92.40
4355	MEDICAL	2,300.00	184.05	184.05	.00	2,115.95	91.99
4410	BUILDING MAINTENANCE	7,800.00	47.67	47.67	.00	7,452.33	99.36
4415	PARK DEVELOPMENT/MAINT.	95,000.00	20,250.13	20,250.13	5,715.00	69,034.87	72.66
4420	EQUIPMENT REPAIRS	7,000.00	.00	20.50	.00	6,979.50	99.70
4510	ELECTRIC	37,500.00	1,701.79	1,701.79	.00	35,798.21	95.46
4520	WATER	15,000.00	1,215.21	1,611.90	.00	13,388.10	89.25
4550	TELEPHONE	8,500.00	701.38	1,121.02	.00	7,378.98	86.81
4640	PRINTING	300.00	.00	.00	.00	300.00	100.00
4710	GASOLINE/OIL	7,000.00	333.24	363.14	.00	6,636.86	94.81
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	6,500.00	586.94	586.94	.00	5,913.06	90.97
4735	GPS - TELEMATICS	350.00	96.92	96.92	.00	253.08	89.79
4740	TRAVEL/TRAINING	500.00	.00	88.50	.00	411.50	82.30
4910	DUES/SUBSCRIPTIONS/PERMITS	2,000.00	.00	.00	.00	2,000.00	100.00
4919	JRT PLAYERS EDUCATION PROGRAM	50,000.00	86.59	2,729.68	.00	47,270.32	94.54
4941	SPECIAL PROGRAMS	20,000.00	163.28	163.28	.00	19,836.72	99.18
4942	ATHLETIC PROGRAMS	10,000.00	1,333.91	3,153.91	.00	6,846.09	68.46
4944	JRT-DON EQUINE SCHOLARSHIP AWARDS	3,000.00	.00	4,000.00	.00	1,000.00	33.33
4945	JFAC/REPERTORY THEATRE	52,000.00	5,467.65	9,279.68	.00	42,720.32	82.15
4946	FLAG COMMITTEE EXPENDITURES	2,000.00	42.39	42.39	.00	1,957.61	97.88
4950	TOWNSCAPE	45,000.00	.00	.00	4,032.00	40,968.00	91.94
4952	KEEP JONSBOROUGH BEAUTIFUL PRGRM	3,000.00	.00	60.00	.00	2,940.00	98.00
4956	CAP. OUTLAY-DOG PARK CONSTRUCTION	19,820.00	.00	.00	.00	19,820.00	100.00
4962	CRICKY DEPOT MUSEUM RESERVE EXP.	3,000.00	116.00	129.97	.00	2,870.03	95.68
4963	E. GILLESPIE BLDG. UTILITIES&UTPPLI	24,000.00	1,301.79	1,633.74	.00	24,366.26	89.78
4964	JACKSON THEATRE UTILITIES	25,200.00	485.09	635.09	.00	24,564.91	97.47
4965	BOONE STREET MET UTILITIES	6,500.00	987.97	987.97	.00	5,512.03	84.80
4966	CRUCKY DEPOT OPERATING EXPENSES	7,000.00	785.90	1,147.38	.00	5,852.62	83.60
4967	JRT WAREHOUSE EXPENSES	.00	233.69	270.82	.00	270.82	100.00
4968	K-8 MAINTENANCE COSTS	125,000.00	.00	.00	.00	125,000.00	100.00
6317	CAP. OUTLAY-STAGE DOOR RENOVATIONS	100,000.00	71,872.62	72,093.88	26,987.22	6,908.90	6.90
6318	CAP. OUTLAY-JACKSON TOWNS RENOV.	875,000.00	600.00	2,765.45	.00	872,234.55	99.68
6326	CAP. OUTLAY- BALAIFIELD UPGRADES	135,500.00	.00	.00	.00	135,500.00	100.00
6328	CAP. OUTLAY-DEPOT ST. PARK UPGRADES	30,000.00	.00	.00	.00	30,000.00	100.00

9/01/2023 *010600*
 FUND 8-010 EXPENDITURES GENERAL FUND

TOWN OF JONESBOROUGH
 EXPENDITURE SUMMARY
 7/01/2023 - 8/31/2023

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 TIME 12:09
 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
6329	SLIMONS HOUSE PAINTING	16,000.00	.00	.00	.00	16,000.00	100.00
6330	JONESBOROUGH FITNESS CENTER	49,000.00	.00	.00	.00	49,000.00	100.00
6331	GILLESPIE BUILDING ROOF	41,758.00	.00	.00	.00	41,758.00	100.00
6336	TREE & TOMSCAPE EXP.	2,000.00	.00	.00	.00	2,000.00	100.00
	* PARKS & RECREATION *	2,176,494.00	129,076.47	166,855.81	31,524.22	1,978,113.97	90.88

MAJOR ACCTS	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
14300	* TOURISM/VISITORS CENTER *						
4100	SALARIES AND WAGES	369,719.00	28,105.17	56,657.40	.00	313,061.60	84.67
4210	PAYROLL TAXES (FICA)	28,284.00	2,066.31	4,166.83	.00	24,117.17	85.26
4211	RETIREMENT	18,114.00	1,378.58	2,765.27	.00	15,348.73	84.73
4212	EMPLOYER INSURANCE	39,821.00	3,876.35	10,304.91	.00	29,516.09	74.12
4214	UNEMPLOYMENT TAX (SUTA)	220.00	.00	.00	.00	220.00	100.00
4310	OFFICE SUPPLIES	2,000.00	428.33	459.43	.00	1,540.57	77.02
4311	STATIONERY/FORMS	300.00	.00	.00	.00	300.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	8,000.00	767.90	1,348.85	.00	6,651.15	83.13
4314	SMALL EQUIP. & FURNISHINGS	13,000.00	100.00	100.00	.00	11,900.00	99.16
4323	FOOD	500.00	.00	.00	.00	500.00	100.00
4324	JANITORIAL/CLEANING	9,000.00	156.99	156.99	1,447.67	3,395.34	67.90
4328	POSTAGE	1,750.00	61.24	124.48	.00	1,625.52	92.88
4330	CREDIT CARD FEES	2,500.00	.00	267.69	.00	2,232.31	85.29
4331	GIFT SHOP EXPENSE	30,000.00	2,860.55	2,860.55	6,800.00	20,339.45	67.79
4340	MISCELLANEOUS SUPPLIES	800.00	11.98	11.98	279.95	508.07	63.50
4350	SAFETY	300.00	.00	.00	.00	300.00	100.00
4355	MEDICAL	1,500.00	81.80	81.80	.00	1,418.20	94.54
4410	BUILDING MAINTENANCE	20,000.00	433.29	433.29	657.72	18,908.99	94.54
4420	EQUIPMENT REPAIRS	1,200.00	.00	.00	.00	1,200.00	100.00
4510	ELECTRIC/GAS	13,500.00	577.69	720.14	.00	12,779.86	94.66
4520	WATER	2,300.00	316.77	316.77	.00	1,983.23	86.22
4550	TELEPHONE/INTERNET	12,738.00	614.49	1,151.92	.00	11,586.08	90.95
4610	MARKETING/ADVERTISING	60,000.00	2,569.59	2,593.18	.00	57,406.82	95.68
4640	PRINTING	46,500.00	1,997.50	1,997.50	9,987.50	34,515.00	74.22
4710	GASOLINE/OIL	2,400.00	47.76	47.76	.00	2,352.24	98.01
4730	VEHICLE REPAIRS/MAINT.	1,500.00	568.87	568.87	.00	931.13	62.07
4740	TRAVEL/TRAINING	7,500.00	.00	.00	1,750.00	5,750.00	76.66
4910	DUES/SUBSCRIPTIONS	6,535.00	199.98	199.98	.00	6,335.02	96.93
4941	SPECIAL PROGRAMS	25,000.00	331.37	331.37	.00	24,668.63	98.67
4942	MAIN ST JOHNSBOROUGH PROGRAM	20,000.00	50.50	50.50	.00	19,949.50	99.74
4943	MAIN STREET - BEERS & TUBES	12,000.00	1,750.00	3,500.00	.00	8,500.00	70.83
4944	MAIN ST. - JOHNSBOROUGH DAYS	31,900.00	1,800.00	2,144.70	.00	29,755.30	93.27
4945	MUSIC ON THE SQUARE	36,000.00	6,780.73	14,380.73	.00	21,719.27	60.33
4946	SEASONAL LIGHTING	50,000.00	.00	.00	.00	50,000.00	100.00
	* TOURISM/VISITORS CENTER *	859,881.00	58,027.74	107,640.89	20,922.84	741,317.37	85.22

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN
14400	*NETLANDS WATER PARK*						
4100	SALARIES AND WAGES	282,599.00	46,700.66	122,735.51	.00	159,863.49	56.56
4210	FAYROLL TAXES (FICA)	21,619.00	3,564.83	9,373.75	.00	12,245.25	56.64
4211	RETIREMENT	3,265.00	251.15	502.30	.00	2,762.70	84.61
4212	EMPLOYEE INSURANCE	2,400.00	300.00	405.00	.00	2,000.00	83.33
4214	UNEMPLOYMENT TAX (SUTA)	845.00	.00	.00	.00	845.00	100.00
4310	OFFICE SUPPLIES	800.00	.00	39.63	.00	760.37	95.04
4312	EQUIP. LEASES & MAINT. CONTRACTS	3,000.00	336.38	761.57	.00	2,238.43	74.61
4314	SMALL EQUIP. & FURNISHINGS	5,000.00	21.52	21.92	.00	4,978.08	99.56
4324	JANITORIAL/CLEANING	5,000.00	34.69	34.69	1,600.00	3,365.31	67.30
4326	UNIFORMS/CLOTHING	2,000.00	.00	.00	.00	2,000.00	100.00
4328	POSTAGE	200.00	13.80	27.60	.00	172.40	86.20
4330	BANK/CREDIT CARD FEES	7,500.00	.00	2,304.00	.00	5,196.00	69.28
4340	MISCELLANEOUS SUPPLIES	750.00	.00	.00	.00	750.00	100.00
4350	MEDICAL	2,000.00	30.33	180.33	.00	1,819.67	90.98
4355	SAFETY	800.00	.00	.00	.00	800.00	100.00
4360	PHOTO I.D. SUPPLIES	500.00	.00	.00	.00	500.00	100.00
4410	BUILDING MAINTENANCE	10,000.00	79.37	3,663.94	.00	6,336.06	63.36
4420	EQUIPMENT REPAIRS	3,200.00	.00	.00	.00	3,200.00	100.00
4430	GROUNDS MAINTENANCE	6,000.00	.00	.00	.00	6,000.00	100.00
4440	POOL MAINTENANCE	10,000.00	136.45	136.45	5,130.00	4,743.55	47.43
4450	POOL PUMP REPAIR/REPLACEMENT	15,000.00	.00	.00	4,993.54	10,006.46	66.70
4510	ELECTRIC	45,000.00	7,779.51	7,779.51	.00	37,220.49	82.71
4520	WATER/SEWER	15,000.00	5,219.77	5,219.77	.00	9,780.23	65.20
4550	TELEPHONE	5,300.00	477.49	930.24	.00	4,369.76	82.44
4610	STAFF TRAINING	2,000.00	.00	.00	.00	2,000.00	100.00
4640	PRINTING	3,000.00	.00	.00	.00	3,000.00	100.00
4650	MARKETING & STAFF RECRUITMENT	20,000.00	1,150.00	1,150.00	5,264.00	13,586.00	67.93
4740	TRAVEL/TRAINING	700.00	.00	.00	.00	700.00	100.00
4800	CHEMICALS	24,000.00	10,766.70	10,766.70	369.89	12,263.41	51.09
4900	MERCHANDISE FOR RESALE	300.00	.00	.00	.00	300.00	100.00
4910	DUES/FERRETS/SUBSCRIPTIONS	1,000.00	.00	.00	.00	1,000.00	100.00
5110	FOOD	38,000.00	19,688.30	19,688.30	3,287.61	27,519.31	72.41
5120	PAPER/PLASTICS	7,500.00	.00	.00	1,680.00	5,820.00	78.66
5140	BEVERAGES	10,000.00	122.36	122.36	.00	9,877.64	98.77
5550	PRIN.-2021 TN BOND FUND CON	32,900.00	.00	.00	.00	32,900.00	100.00
5555	INT.-2021 TN BOND FUND CON	1,799.00	.00	.00	.00	1,799.00	100.00
6105	CAP-OUTLAY-PUMP ROOM RENOVATIONS	120,000.00	.00	.00	.00	120,000.00	100.00
6107	CAP-OUTLAY-BUILDING RENOVATIONS	40,000.00	.00	.00	.00	40,000.00	100.00
	NETLANDS WATER PARK	746,977.00	96,573.71	185,818.57	10,339.82	550,798.61	73.73

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14500	* MCKINNEY CENTER *						
4100	SALARIES & WAGES	211,640.00	13,270.86	26,233.10	.00	185,406.90	87.60
4210	PAYROLL TAXES (PTCA)	16,190.00	978.18	1,932.75	.00	14,257.25	88.06
4211	RETIREMENT	11,599.00	748.53	1,487.06	.00	10,111.94	87.09
4212	EMPLOYEE INSURANCE	24,330.00	1,302.41	3,637.23	.00	20,692.77	85.05
4214	UNEMPLOYMENT TAX (SUTA)	180.00	.00	.00	.00	180.00	100.00
4310	OFFICE SUPPLIES	1,100.00	874.34	874.34	746.48	227.86	47.34--
4311	STATIONERY/FORMS	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	8,500.00	1,485.47	2,071.01	.00	6,428.99	75.63
4314	SMALL EQUIP. & FURNISHINGS	5,000.00	.00	.00	.00	5,000.00	100.00
4323	FOOD	1,100.00	.00	.00	55.88--	1,155.88	105.08
4324	JANITORIAL/CLEANING	3,000.00	60.01	60.01	.00	2,939.99	97.99
4328	POSTAGE	300.00	12.60	25.20	.00	274.80	91.60
4330	CREDIT CARD FEES	600.00	.00	73.86	.00	526.14	87.69
4340	MISCELLANEOUS SUPPLIES	450.00	.00	154.45	.00	295.55	65.67
4350	SAFETY	125.00	.00	.00	.00	125.00	100.00
4355	MEDICAL	800.00	61.35	61.35	.00	738.65	92.33
4410	BUILDING MAINTENANCE	20,000.00	375.00	925.80	.00	19,074.20	95.37
4411	BUILDING MAINTENANCE - CAPITAL	15,500.00	.00	.00	.00	15,500.00	100.00
4420	EQUIPMENT REPAIRS	1,000.00	.00	.00	.00	1,000.00	100.00
4510	ELECTRIC/GAS	8,500.00	778.02	820.87	.00	7,679.13	90.34
4520	WATER	800.00	67.48	132.18	.00	667.82	83.47
4550	TELEPHONE/INTERNET	6,500.00	563.11	1,048.74	.00	5,451.26	83.86
4610	MARKETING/ADVERTISING	2,000.00	500.00	624.97	.00	1,375.03	68.75
4615	WEBSITE MAINT. & PROG. UPDATES	2,400.00	92.25	92.25	.00	2,307.75	96.15
4640	PRINTING	350.00	.00	.00	.00	350.00	100.00
4740	TRAVEL/TRAINING	1,000.00	50.00	50.00	.00	950.00	95.00
4910	DUES/SUBSCRIPTIONS	370.00	.00	40.00	.00	330.00	89.18
4914	SPECIAL PROGRAMS	2,000.00	.00	.00	.00	2,000.00	100.00
4915	AGRICULTURE WORKER PROGRAM	8,500.00	720.00	720.00	.00	7,780.00	91.52
5005	MARY MARTIN PROG. FOR THE ARTS	50,000.00	3,753.57	3,878.54	34,319.59	15,811.87	63.62
5010	STORY TOWN RADIO SHOW	13,500.00	2,452.45	2,700.45	3,480.00	7,319.55	54.21
5020	MCKINNEY SCHOLARSHIP FUND	5,000.00	.00	.00	.00	5,000.00	100.00
	* MCKINNEY CENTER *	422,534.00	28,143.63	47,653.76	18,490.19	386,390.05	91.44
	---FUND TOTAL---	12,472,875.00	781,944.22	1,484,722.03	358,642.69	10,639,210.28	85.32

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN.
12100	* DRUG FUND EXPENDITURES *						
4904	TRAVEL/TRAINING	3,000.00	2,000.00	2,000.00	.00	1,000.00	33.33
4906	K-9 EXPENSE	3,000.00	.00	.00	.00	3,000.00	100.00
4909	K-9 LIABILITY INSURANCE	2,025.00	.00	.00	.00	2,025.00	100.00
4915	UNDER COVER CASH	3,000.00	.00	.00	.00	3,000.00	100.00
4917	MISC. EXPENDITURES	475.00	.00	.00	.00	475.00	100.00
	* DRUG FUND EXPENDITURES *	9,500.00	2,000.00	2,000.00	.00	7,500.00	78.94
	---	9,500.00	2,000.00	2,000.00	.00	7,500.00	78.94
	---FUND TOTAL---						

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13200	* SOLID WASTE EXPENDITURES *						
4100	SALARIES & WAGES	276,574.00	13,069.18	39,802.70	.00	236,771.30	85.60
4210	PAYROLL TAXES (FICA)	21,158.00	1,355.74	2,844.12	.00	18,313.88	86.55
4211	RETIREMENT	16,423.00	1,044.82	2,189.08	.00	14,233.92	86.67
4212	EMPLOYER INSURANCE	68,021.00	4,866.20	13,957.48	.00	54,063.52	79.48
4214	UNEMPLOYMENT TAX (SUTA)	200.00	.00	.00	.00	200.00	100.00
4310	OFFICE SUPPLIES	550.00	.00	.00	.00	550.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	1,705.00	101.71	208.41	.00	1,496.59	87.77
4314	SMALL EQUIP. & FURNISHINGS	825.00	.00	.00	.00	825.00	100.00
4316	UNIFORMS/CLOTHING	5,359.00	454.68	454.68	1,170.00	3,625.32	68.05
4330	BANK/CREDIT CARD FEES	330.00	.00	.00	.00	330.00	100.00
4340	MISCELLANEOUS SUPPLIES	4,800.00	.00	.00	1,879.00	3,230.00	68.20
4350	SAFETY	550.00	.00	.00	.00	550.00	100.00
4355	MEDICAL	2,200.00	102.75	102.75	.00	2,097.25	95.32
4410	BUILDING MAINTENANCE	1,800.00	.00	.00	.00	1,800.00	100.00
4510	ELECTRIC	7,500.00	.00	.00	.00	7,500.00	100.00
4550	TELEPHONE/RADIO	5,500.00	444.24	812.07	.00	4,687.93	85.23
4650	RECYCLING PROG.-MARKETING/SUPPLIE	550.00	.00	.00	.00	550.00	100.00
4710	GASOLINE/OIL - VEHICLES & EQUIP.	75,000.00	5,602.44	5,602.44	4,572.32	69,397.56	92.53
4720	TIRES	10,800.00	.00	.00	.00	6,227.68	57.66
4730	VEHICLE REPAIRS/MAINT.	66,000.00	2,559.46	2,989.10	198.10	62,812.80	95.17
4735	GPS - TELEMATICS	2,860.00	226.22	226.22	.00	2,633.78	92.09
4740	TRAVEL	550.00	.00	.00	.00	550.00	100.00
4813	PROPERTY/LIABILITY INSURANCE	6,750.00	.00	.00	.00	6,750.00	100.00
4814	WORKERS' COMP	10,300.00	.00	.00	.00	10,300.00	100.00
4910	DUES/MEMBERSHIPS	330.00	.00	.00	.00	330.00	100.00
4920	WASTE DISPOSAL FEES	120,000.00	13,911.36	13,911.36	.00	106,088.64	88.40
4925	TIRE DISPOSAL FEES	1,100.00	817.00	817.00	.00	283.00	25.72
4930	TOTE CONT./DUMPTER PURCHASE	20,625.00	.00	.00	7,333.00	13,292.00	64.44
4940	ANNUAL PERMIT FEES	2,233.00	.00	.00	.00	2,233.00	100.00
5220	PRIN.-2020 GARBAGE TRUCK LEASE	43,807.00	3,614.99	7,223.14	.00	36,584.86	83.51
5225	INT.-2020 GARBAGE TRUCK LEASE	5,497.00	493.59	493.52	.00	4,501.98	81.89
6200	CAP. OUTLAY-GARBAGE TRUCK RESERVE	60,000.00	5,000.00	10,000.00	.00	50,000.00	83.33
	* SOLID WASTE EXPENDITURES *	839,788.00	59,704.38	102,134.57	14,943.42	722,710.01	86.05
	---FUND TOTAL---	839,788.00	59,704.38	102,134.57	14,943.42	722,710.01	86.05

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 FUND 8-016 **HEALTH REIMBURSEMENT EXPENSES** TIME 12:09
 TOWN OF JONESBOROUGH EXPENDITURE SUMMARY - DEPARTMENT -
 7/01/2023 - 8/31/2023

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
3600	**HEALTH REIMBURSEMENT EXPENSES**						
4210	DEDUCTIBLE PAYMENT - GENERAL FUND	.00	.00	11,708.76	.00	11,708.76	100.00-
4215	DEDUCTIBLE PAYMENT - SW FUND	.00	.00	1,522.25	.00	1,522.25	100.00-
4220	DEDUCTIBLE PAYMENT - NAT/SEWER FU	.00	.00	3,348.50	.00	3,348.50	100.00-
	HEALTH REIMBURSEMENT EXPENSES	.00	.00	16,579.51	.00	16,579.51	100.00-
	---FUND TOTAL---	.00	.00	16,579.51	.00	16,579.51	100.00-

MAJOR ACT#	DESCRIPTION	ACCOUNT AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15100	* WATER ADMINISTRATION *						
4100	SALARIES & WAGES	557,294.00	37,669.74	81,481.92	.00	475,812.08	85.37
4210	PAYROLL TAXES (FICA)	42,633.00	2,457.72	5,769.38	.00	36,863.62	86.46
4211	RETIREMENT	31,649.00	2,146.00	4,223.90	.00	27,425.10	86.33
4212	EMPLOYEE INSURANCE	108,332.00	6,340.37	20,996.37	.00	87,335.63	80.61
4214	UNEMPLOYMENT TAX (SUTA)	375.00	.00	.00	.00	375.00	100.00
4310	OFFICE/COMPUTER SUPPLIES	5,500.00	658.20	1,072.56	.00	4,427.44	80.49
4311	STATIONERY/FORMS	8,500.00	497.71	497.71	.00	8,002.29	94.34
4312	EQUIP. LEASES & MAINT. CONTRACTS	32,250.00	1,793.90	6,073.49	.00	26,176.51	81.16
4314	SMALL EQUIP. & FURNISHINGS	2,000.00	.00	.00	.00	2,000.00	100.00
4323	FOOD	10,000.00	.00	.00	.00	10,000.00	100.00
4324	JANITORIAL/CLEANING	200.00	.00	.00	.00	200.00	100.00
4326	UNIFORMS	400.00	33.94	33.94	379.95	86.11	21.52
4328	POSTAGE	48,300.00	4,517.70	9,035.40	.00	39,264.60	81.29
4330	BANK/CREDIT CARD FEES	10,000.00	369.90	6,288.59	.00	3,711.41	37.11
4340	MISCELLANEOUS SUPPLIES	2,000.00	1,274.94	2,274.94	.00	725.06	36.25
4355	MEDICAL	2,700.00	184.05	184.05	.00	2,515.95	92.18
4410	BUILDING MAINTENANCE	4,000.00	.00	.00	.00	4,000.00	100.00
4420	EQUIPMENT MAINT. & REPAIRS	500.00	.00	.00	.00	500.00	100.00
4510	ELECTRIC	9,500.00	940.31	940.31	.00	8,559.69	90.10
4520	WATER	4,000.00	65.46	65.46	.00	3,934.54	98.36
4550	TELEPHONE	6,000.00	362.51	671.14	.00	5,328.86	88.81
4651	AUDIT/ACCOUNTING	25,400.00	.00	.00	.00	25,400.00	100.00
4652	LEGAL FEES/LEGAL ADS	45,000.00	572.63	839.89	.00	44,160.11	98.13
4653	AUDIT & ACCOUNTING (RATE STUDY)	5,000.00	.00	.00	.00	5,000.00	100.00
4654	ENGINEERING FEES	20,000.00	.00	.00	.00	20,000.00	100.00
4656	COMPUTER CONSULTANTS/UPGRADES	71,595.00	.00	7,580.00	.00	64,015.00	89.41
4659	URDA WILDLIFE MANAGEMENT	3,500.00	.00	.00	.00	3,500.00	100.00
4660	CUSTOMER INFORMATION	1,000.00	.00	.00	.00	1,000.00	100.00
4740	TRAVEL/TRAINING	3,500.00	.00	.00	.00	3,500.00	100.00
4813	PROPERTY/LIABILITY INSURANCE	99,200.00	2,250.00	2,250.00	.00	96,950.00	97.67
4814	WORKERS' COMP	44,640.00	.00	.00	.00	44,640.00	100.00
4842	IN LIEU OF PROPERTY TAX	260,000.00	.00	.00	.00	260,000.00	100.00
4910	DUES/SUBSCRIPTIONS	750.00	.00	.00	.00	750.00	100.00
4924	HE TN REGIONAL ECONOMIC PARTNERSH	8,000.00	.00	.00	.00	8,000.00	100.00
4950	STATE ANNUAL CONNECTIONS FEE	17,533.00	.00	.00	.00	17,533.00	100.00
5440	AMORTIZATION EXPENSE	.00	968.90	2,937.80	.00	1,937.80	100.00
5450	DEPRECIATION WATER & SEWER	1,600,000.00	133,334.00	266,668.00	.00	1,333,332.00	83.33
5496	INT.-2021 REPAIRING BNDS(2.59M)	70,850.00	.00	.00	.00	70,850.00	100.00
5497	INT.-2021 REPAIRING BNDS(4.05M)	65,598.00	.00	.00	.00	65,598.00	100.00
5500	REFUNDING BONDS NON PAI FEES	3,350.00	.00	.00	.00	3,350.00	100.00
5510	INTEREST - 2022 4.75M CON	80,000.00	.00	.00	.00	80,000.00	100.00
5511	INT.-2013 CAP. OUTLAY NOTE (\$460K)	2,429.00	240.82	486.85	.00	1,942.15	79.95
5512	2022A CON 1.25M	59,943.00	.00	.00	.00	59,943.00	100.00
5513	INTEREST-2012A RD BONDS(1.15M)	23,424.00	1,970.32	3,944.67	.00	19,479.33	83.15
5514	INTEREST-2013 RD BONDS (2.31M)	46,129.00	3,878.38	7,764.32	.00	38,364.68	83.16
6110	WATER TANK MAINTENANCE	33,235.00	.00	.00	.00	33,235.00	100.00
	* WATER ADMINISTRATION *	3,475,659.00	196,249.77	469,174.11	379.95	3,006,204.94	86.49

9/01/2023 *02660D*
FUND 8-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15200	* METER DEPARTMENT *						
4100	SALARIES & WAGES	408,820.00	26,363.68	62,745.55	.00	346,074.45	84.65
4210	PAYROLL TAXES (FICA)	31,375.00	1,876.23	4,531.70	.00	26,743.30	85.51
4211	RETIREMENT	24,273.00	1,695.19	3,396.43	.00	20,876.57	86.00
4212	EMPLOYEE INSURANCE	80,637.00	5,947.44	16,418.69	.00	64,218.31	79.63
4214	UNEMPLOYMENT TAX (SUTA)	335.00	.00	.00	.00	335.00	100.00
4310	OFFICE SUPPLIES	5,000.00	467.94	467.94	809.97	3,722.09	74.44
4312	EQUIPMENT LEASES & MAINT.CONTRACT	8,000.00	226.12	452.24	.00	7,547.76	94.34
4314	SMALL EQUIPMENT	10,000.00	.00	.00	.00	10,000.00	100.00
4326	UNIFORMS/CLOTHING	5,000.00	399.37	399.37	1,170.00	3,430.63	68.61
4340	MISCELLANEOUS SUPPLIES	5,400.00	44.95	44.95	.00	5,355.05	99.16
4350	SAFETY	2,500.00	.00	.00	.00	2,500.00	100.00
4355	MEDICAL	4,000.00	102.25	102.25	.00	3,897.75	97.44
4550	TELEPHONE	5,500.00	217.54	246.43	.00	5,253.57	95.51
4650	CROSS-CONNECTION	3,000.00	.00	.00	.00	3,000.00	100.00
4710	GASOLINE/OIL	22,400.00	1,751.87	1,751.87	.00	20,648.13	92.17
4720	TIRES	3,500.00	.00	.00	.00	3,500.00	100.00
4730	VEHICLE REPAIRS/MAINT.	10,000.00	536.14	536.14	.00	9,463.86	94.63
4735	GPS - TELEMATICS	1,600.00	185.80	185.80	.00	1,414.20	88.35
4740	TRAVEL AND TRAINING	5,000.00	.00	.00	.00	5,000.00	100.00
5010	VEHICLE PURCHASE(S)	58,000.00	.00	.00	.00	58,000.00	100.00
6325	WATER PURCHASE	50,000.00	.00	.00	.00	50,000.00	100.00
	* METER DEPARTMENT *	744,240.00	39,814.52	91,278.82	1,979.97	650,961.21	87.46

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15300	* WATER DISTRIBUTION *						
4100	SALARIES & WAGES	607,471.00	42,751.62	89,576.61	.00	517,894.39	85.25
4210	PAYROLL TAXES (FICA)	46,472.00	3,127.71	6,554.20	.00	39,917.80	85.89
4211	RETIREMENT	34,804.00	2,430.39	5,213.13	.00	29,590.87	85.02
4212	EMPLOYEE INSURANCE	89,011.00	5,448.59	14,993.58	.00	74,017.42	83.15
4214	UNEMPLOYMENT TAX (SUTA)	475.00	.00	.00	.00	475.00	100.00
4310	OFFICE SUPPLIES	3,000.00	22.00	22.00	.00	2,978.00	99.26
4312	EQUIP. LEASES & MAINT. CONTRACTS	6,000.00	668.47	1,153.19	.00	4,846.81	80.78
4314	SMALL EQUIP. & FURNISHINGS	10,000.00	.00	.00	2,516.10	7,483.90	74.83
4316	CONTRACTED LAB	1,000.00	.00	.00	.00	1,000.00	100.00
4326	UNIFORMS/CLOTHING	9,000.00	701.61	701.61	3,250.00	5,048.39	56.09
4340	MISCELLANEOUS SUPPLIES	20,000.00	505.19	537.39	.00	19,462.61	97.32
4341	ROCK PURCHASE	18,000.00	.00	.00	.00	18,000.00	100.00
4350	SAFETY	13,000.00	.00	.00	.00	13,000.00	100.00
4355	MEDICAL	6,500.00	523.75	523.75	.00	5,976.25	91.94
4420	EQUIPMENT REPAIRS	7,000.00	.00	.00	.00	7,000.00	100.00
4430	UTILITY LINES MAINTENANCE	150,000.00	.00	.00	21,659.20	128,340.80	85.56
4550	TELEPHONE	10,400.00	679.55	888.86	.00	9,511.14	91.45
4655	GIS MAPPING SERVICES	39,500.00	.00	.00	.00	39,500.00	100.00
4710	GASOLINE/OIL	60,000.00	5,152.79	5,152.79	.00	54,847.21	91.41
4720	TIRES	13,000.00	.00	.00	3,436.80	9,563.20	73.56
4730	VEHICLE REPAIRS/MAINT.	55,000.00	5,084.51	5,084.51	786.08	49,127.41	89.32
4735	GPS - TELEMATICS	3,950.00	363.45	363.45	.00	3,586.55	90.79
4740	TRAVEL/TRAINING	10,000.00	.00	.00	.00	10,000.00	100.00
4823	EQUIPMENT RENT	2,000.00	.00	.00	.00	2,000.00	100.00
4910	DUES/MEMBERSHIPS	6,500.00	.00	.00	.00	6,500.00	100.00
5009	2 - NEW TRAILERS	10,000.00	.00	.00	.00	10,000.00	100.00
5011	2 - NEW FORD F-450 SERVICE TRUCKS	80,000.00	.00	.00	.00	80,000.00	100.00
5012	USED FORD F-350 (COUNTY TRUCK)	30,000.00	.00	20,000.00	.00	10,000.00	33.33
6305	WATER LOSS REDUCTION EXPENSES	10,000.00	.00	.00	.00	10,000.00	100.00
6309	METERS PURCHASED	180,000.00	.00	.00	39,900.00	140,100.00	77.83
6310	DIRECT BORING MACHINES ACCESS.	8,000.00	.00	.00	.00	8,000.00	100.00
6317	WATER LINE UPGRADES	100,000.00	.00	.00	.00	100,000.00	100.00
6320	FIRE HYDRANT REPLACEMENT PROGRAM	35,000.00	.00	.00	.00	35,000.00	100.00
6350	WATER BOOSTER STATIONS ENGINEERS IN	26,000.00	.00	.00	.00	26,000.00	100.00
6355	EDA - WASHINGTON COUNTY INDUSTRIALIA	35,235.00	.00	.00	.00	35,235.00	100.00
	* WATER DISTRIBUTION *	1,738,818.00	67,659.63	150,765.07	71,550.28	1,516,502.75	87.21

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
15400	* GARAGE *						
4100	SALARIES & WAGES	167,452.00	15,187.43	30,475.75	.00	136,976.25	81.80
4210	PAYROLL TAXES (FICA)	12,810.00	1,048.48	2,104.70	.00	10,705.30	83.56
4211	RETIREMENT	9,951.00	911.24	1,838.53	.00	8,112.47	81.62
4212	EMPLOYER INSURANCE	39,065.00	3,793.35	11,135.65	.00	27,929.35	71.49
4214	UNEMPLOYMENT TAX (SUTA)	155.00	.00	.00	.00	155.00	100.00
4310	OFFICE SUPPLIES	300.00	.00	.00	.00	300.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	3,000.00	390.15	743.88	.00	2,256.12	75.20
4313	TOOLS	12,810.00	268.51	268.51	.00	12,541.49	97.90
4314	SMALL EQUIP. & FURNISHINGS	9,217.00	.00	.00	.00	9,217.00	100.00
4315	WELOING SUPPLIES	500.00	.00	.00	.00	500.00	100.00
4324	JANITORIAL/CLEANING	2,500.00	.00	.00	.00	2,500.00	100.00
4326	UNIFORM/CLOTHING	2,100.00	252.01	252.01	390.00	1,457.99	69.42
4340	MISCELLANEOUS SUPPLIES	1,600.00	.00	.00	.00	1,600.00	100.00
4350	SAFETY	1,000.00	131.39	131.39	.00	868.61	86.86
4355	MEDICAL	1,000.00	118.07	118.07	.00	881.93	88.19
4410	BUILDING MAINTENANCE	2,000.00	2,141.69	2,216.69	.00	236.69	10.83
4415	WASH BAY MAINTENANCE & SUPPLIES	2,200.00	.00	.00	.00	2,200.00	100.00
4420	EQUIPMENT REPAIRS	1,000.00	.00	.00	.00	1,000.00	100.00
4510	ELECTRIC	12,000.00	763.87	795.36	.00	11,204.64	93.37
4520	WATER	1,000.00	105.73	105.73	.00	894.27	89.42
4550	TELEPHONE	2,250.00	191.45	342.85	.00	1,907.15	84.76
4630	TRAVEL/TRAINING	1,000.00	.00	.00	.00	1,000.00	100.00
4710	GASOLINE/OIL	2,800.00	107.88	107.88	.00	2,692.12	96.17
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	2,560.00	.00	.00	.00	2,560.00	100.00
4735	GPS - TELEMATICS	300.00	24.23	24.23	.00	275.77	91.92
	* GARAGE *	390,970.00	25,434.68	50,649.83	390.00	239,930.17	82.45

TOWN OF JONESBOROUGH
 EXPENDITURE SUMMARY

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15500	* WASTEWATER PLANT/CONSTRUCTION *						
4100	SALARIES & WAGES	636,567.00	46,307.22	93,578.12	.00	542,988.88	85.29
4210	PAYROLL TAXES (FICA)	48,637.00	3,284.68	6,644.06	.00	42,052.94	86.35
4211	RETIREMENT	37,795.00	2,778.43	5,614.68	.00	32,180.32	85.14
4212	EMPLOYEE INSURANCE	115,424.00	9,109.40	25,800.74	.00	89,623.26	77.64
4214	UNEMPLOYMENT TAX (SUTA)	433.00	.00	.00	.00	433.00	100.00
4310	OFFICE SUPPLIES	8,900.00	11.00	11.00	.00	8,889.00	99.87
4312	EQUIP. LEASES & MAINT. CONTRACTS	6,500.00	674.43	1,590.80	.00	4,909.20	75.52
4314	CONTRACTED LAB	16,500.00	2,217.40	2,217.40	14,282.60	.00	.00
4315	IN-HOUSE LAB EXPENSE	20,000.00	1,235.08	1,235.08	11,889.33	6,875.59	34.37
4316	CHEMICALS-CHEMLINE	60,000.00	16,333.95	16,333.95	41,088.00	2,578.05	4.29
4320	PRETREATMENT	5,000.00	.00	.00	.00	5,000.00	100.00
4324	JANITORIAL/CLEANING	1,500.00	.00	.00	.00	1,500.00	100.00
4326	UNIFORMS/CLOTHING	11,000.00	697.94	697.94	3,820.00	8,482.06	77.10
4328	POSTAGE	150.00	18.00	36.00	.00	114.00	76.00
4340	MISCELLANEOUS SUPPLIES	5,500.00	152.15	152.15	.00	5,347.85	97.23
4345	STONE AND ASPHALT	20,000.00	.00	.00	20,000.00	.00	.00
4350	SAFETY	6,000.00	220.00	220.00	.00	5,780.00	96.33
4355	MEDICAL	4,500.00	1,420.30	1,420.30	.00	3,079.70	68.43
4410	BUILDING MAINT-PLANT	3,000.00	50.00	50.00	.00	2,950.00	98.33
4420	BUILDING MAINT-COMPOST	.00	.00	150.00	.00	150.00	100.00
4422	EQUIPMENT REPAIRS-GENERATOR	30,000.00	247.32	247.32	32,113.00	2,360.22	7.86
4431	SEWER REHABILITATION	30,000.00	.00	.00	10,000.00	.00	.00
4432	SEWER LINES MAINT/UPGRADES	30,000.00	2,501.70	2,501.70	23,000.00	4,498.30	14.99
4433	LIFT STATIONS MAINTENANCE	40,000.00	2,211.81	2,211.81	53,102.00	15,311.81	38.28
4435	SLUDGE DISPOSAL FEES	25,000.00	2,868.43	2,868.43	.00	22,131.57	88.52
4444	ELECTRICAL MAINTENANCE SERVICE	2,500.00	.00	.00	.00	2,500.00	100.00
4510	ELECTRIC-PLANT	145,000.00	12,593.25	12,593.25	.00	132,406.75	91.31
4512	ELECTRIC-LIFT STATIONS	33,500.00	5,106.23	5,106.23	.00	28,393.77	84.75
4513	ELECTRIC - ADMIN.BLDG	5,000.00	216.55	216.55	.00	4,783.45	95.66
4550	TELEPHONE/INTERNET	22,000.00	1,978.62	3,512.46	.00	18,487.54	84.03
4655	GIS MAPPING SERVICES	15,000.00	.00	.00	.00	15,000.00	100.00
4710	GASOLINE/OIL	30,000.00	3,766.74	3,766.74	.00	26,233.26	87.44
4720	TIRES	5,000.00	484.00	484.00	.00	4,516.00	90.32
4730	VEHICLE REPAIRS/MAINT.	25,000.00	2,764.44	2,764.44	198.10	22,037.46	88.14
4735	GPS - TELEMATICS	2,700.00	290.76	290.76	.00	2,409.24	89.23
4740	TRAVEL/TRAINING	5,000.00	100.00	100.00	.00	4,900.00	98.00
4823	EQUIPMENT RENT	15,000.00	.00	.00	.00	15,000.00	100.00
4910	COPIES/SUBSCRIPTIONS	18,000.00	5,760.00	5,760.00	.00	12,240.00	68.00
4930	ANNUAL PERMIT FEES	8,000.00	.00	.00	.00	8,000.00	100.00
5013	BOONE STREET - CLIFF	125,000.00	.00	.00	12,000.00	113,000.00	90.40
5014	DEPOT STREET - CLIFF	125,000.00	.00	.00	12,000.00	113,000.00	90.40
5015	USED SERVICE TRUCK	20,000.00	.00	20,000.00	.00	.00	.00
5016	EQUIPMENT TRAILER	10,000.00	.00	.00	.00	10,000.00	100.00
5017	VEHICLE PURCHASE(S)	110,000.00	.00	.00	.00	110,000.00	100.00
5018	SEWER PUMP A STATION	65,200.00	.00	.00	.00	65,200.00	100.00
5019	EDA - WASH COUNTY PROJECT	159,800.00	.00	.00	.00	159,800.00	100.00

9/01/2023 *GL2600*
 FUND 8-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH
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5020	BOONES CREEK LIFT STATION	50,000.00	.00	.00	.00	50,000.00	100.00
	* WASTEWATER PLANT/CONSTRUCTION *	2,169,149.00	126,399.73	218,175.81	231,493.03	1,719,459.16	79.26

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15600	* WATER TREATMENT PLANT *						
4100	SALARIES & WAGES	411,081.00	31,120.39	62,896.74	.00	348,184.26	84.69
4210	PAYROLL TAXES (FICA)	31,448.00	2,355.22	4,560.65	.00	26,887.35	85.49
4211	RETIREMENT	24,408.00	1,857.22	3,773.80	.00	20,634.20	84.53
4212	EMPLOYEE INSURANCE	63,368.00	5,359.30	15,467.90	.00	47,900.10	75.59
4214	UNEMPLOYMENT TAX (UTA)	339.00	.00	.00	.00	339.00	100.00
4310	OFFICE SUPPLIES	1,000.00	53.89	708.87	.00	291.13	29.11
4312	EQUIP. LEASES & MAINT. CONTRACTS	5,500.00	372.64	708.87	.00	4,791.13	87.11
4314	SMALL EQUIP. & FURNISHINGS	25,000.00	.00	.00	.00	25,000.00	100.00
4315	IN-HOUSE LAB EXPENSE	25,000.00	1,398.71	1,398.71	15,000.00	8,601.29	34.40
4322	CONTRACT LAB/TESTING	25,000.00	538.00	538.00	.00	24,462.00	96.43
4322	CHEMICALS	250,000.00	23,689.95	23,689.95	90,891.25	135,418.80	54.16
4323	INTAKE ACCESS ROAD MAINTENANCE	7,500.00	.00	.00	.00	7,500.00	100.00
4324	JANITORIAL/CLEANING	3,250.00	.00	.00	.00	3,250.00	100.00
4326	UNIFORMS/CLOTHING	5,750.00	338.60	338.60	2,379.82	3,031.58	52.72
4328	POSTAGE	700.00	.00	.00	.00	700.00	100.00
4340	MISCELLANEOUS SUPPLIES	4,500.00	26.54	26.54	.00	4,473.46	99.43
4350	SAFETY	3,000.00	.00	.00	.00	3,000.00	100.00
4355	MEDICAL	3,250.00	641.30	641.30	.00	2,608.70	80.26
4410	BUILDING REPAIRS AND MAINTENANCE	60,000.00	.00	.00	.00	60,000.00	100.00
4420	PLANT MAINT. & REPAIRS	120,000.00	113.50	113.50	21,439.00	98,447.50	82.03
4425	EQUIPMENT REPAIRS/RENTALS	70,000.00	970.98	970.98	28,280.00	40,749.02	58.21
4510	ELECTRIC	600,000.00	45,171.59	45,171.59	.00	554,828.41	92.47
4520	WATER/GARBAGE PICKUP	2,000.00	162.50	162.50	.00	1,837.50	91.87
4550	TELEPHONE	12,000.00	1,048.07	1,865.32	.00	10,134.68	84.45
4710	GASOLINE/OIL	8,000.00	620.50	620.50	.00	7,379.50	92.34
4720	TIRES	2,500.00	371.55	371.55	.00	2,128.45	85.13
4730	VEHICLE REPAIRS/MAINT.	12,500.00	2,248.04	2,248.04	198.10	10,053.86	80.43
4735	GPS - TELEPHONICS	1,500.00	64.83	64.83	.00	1,435.17	95.69
4740	TRAVEL/TRAINING	7,000.00	.00	.00	.00	7,000.00	100.00
4910	DUSS/SUBSCRIPTIONS	750.00	.00	.00	.00	750.00	100.00
5021	NEW EDUARK LANDOWNER	10,000.00	.00	.00	.00	10,000.00	100.00
5022	WTP PLANT ENGINEERING	251,450.00	52,000.00	52,000.00	.00	199,450.00	79.31
5023	PLANT TRANSMISSION LINES	96,000.00	5,040.00	5,040.00	.00	90,960.00	94.75
5024	WOODLARK FWP HOUSE RENOV	9,000.00	.00	.00	.00	9,000.00	100.00
	* WATER TREATMENT PLANT *	2,142,785.00	175,352.54	222,723.58	158,188.17	1,761,873.25	82.22

9/01/2023 *064660*
 FUND 8-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH
 EXPENDITURE SUMMARY
 7/01/2023 - 8/31/2023

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 TIME 12:09
 DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
18700	* WATER LINE PROJ.- WASH. COUNTY *						
4100	SALARIES & WAGES	.00	16,718.91	35,163.70	.00	35,163.70-	100.00-
4210	PAYROLL TAXES (FICA)	.00	1,247.50	2,424.54	.00	2,424.54-	100.00-
4211	RETIREMENT	.00	817.54	1,524.22	.00	1,524.22-	100.00-
4312	EMPLOYER INSURANCE	.00	4,211.55	12,434.65	.00	12,434.65-	100.00-
4325	UNIFORMS	.00	223.72	223.72	.00	223.72-	100.00-
4355	MEDICAL	.00	40.00	40.00	.00	40.00-	100.00-
4730	VEHICLE REPAIRS/MAINTENANCE	.00	1,028.16	1,028.16	.00	1,028.16-	100.00-
6029	SAYLOR HILL ROAD - CNTY WATER LIN	.00	29,444.46	216,661.56	.00	216,661.56-	100.00-
6010	DRY CREEK RD. - CNTY WATER LINE 8	.00	18,257.30	446,709.74	.00	446,709.74-	100.00-
6011	TAYLOR BRIDGE ROAD - CNTY WTR LIN	.00	217,940.02	429,488.85	.00	429,488.85-	100.00-
6013	JACKSON BRIDGE	.00	124,329.74	124,329.74	.00	124,329.74-	100.00-
6014	ROCKHOUSE ROAD	.00			57,835.16	57,835.16-	100.00-
	* WATER LINE PROJ.- WASH. COUNTY *		414,156.40	1,270,428.88	57,835.16	1,328,264.04-	100.00-
	--- <td>10,561,640.00</td> <td>3,044,069.27</td> <td>2,473,196.10</td> <td>521,716.46</td> <td>7,566,727.44</td> <td>71.64</td>	10,561,640.00	3,044,069.27	2,473,196.10	521,716.46	7,566,727.44	71.64

9/01/2023 *06260D*
 FUND 8-050 **K-8 CAP.PROJ.FUND EXPENDITURES**

TOWN OF JONESTOWN
 EXPENDITURE SUMMARY
 7/01/2023 - 8/31/2023

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 TIME 12:09
 - DEPARTMENT -

MAJOR ACCTS	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
50000	**K-8 CAP.PROJ.FUND EXPENDITURES**						
4440	EQUIPMENT-KITCHEN	.00	396,223.98	396,223.98	.00	396,223.98	100.00-
5170	INTEREST-INTERIM LOAN-PHASE II	.00	.00	482,346.26	.00	482,346.26	100.00-
	K-8 CAP.PROJ.FUND EXPENDITURES	.00	396,223.98	878,570.24	.00	878,570.24	100.00-
	---FUND TOTAL---	.00	396,223.98	878,570.24	.00	878,570.24	100.00-

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 1

SUBJECT: Financial Report – *Special Accounts*

1. Property Taxes Receival Update
2. Local Sales Tax Collections
3. General Fund / Solid Waste Fund Savings Account Activity
4. Jackson Theatre Project – RD Cost Overrun Loan
5. Stage Door Project Analysis
6. General Fund – Fund Balance Reserve Accounts
7. Health Reimbursement Account 2022-23
8. K-8 School Construction Project
9. Water/Sewer Savings Account
10. Water Fund Capital Projects
11. County Water Lines
12. JRT – Schedule of Play Revenues & Expenses
13. JRT – 2023-24 Players Education Program
14. Wetlands Revenues and Expenditures – 2023 Season
15. Jonesborough Locally Grown Activity

**TOWN OF JONESBOROUGH
PROPERTY TAXES RECEIVABLE UPDATE**

	Amount Billed	6/30/2023 Balance	Collected	8/31/2023 Balance	% Collected
2013	\$ 1,683,183	\$ 1,127.40	\$ -	\$ 1,127.40	99.93%
2014	\$ 1,698,685	\$ 1,968.41	\$ -	\$ 1,968.41	99.88%
2015	\$ 1,714,059	\$ 650.28	\$ -	\$ 650.28	99.96%
2016	\$ 1,734,978	\$ 762.66	\$ -	\$ 762.66	99.96%
2017	\$ 1,764,377	\$ 1,008.57	\$ -	\$ 1,008.57	99.94%
2018	\$ 1,797,636	\$ 1,549.91	\$ -	\$ 1,549.91	99.91%
2019	\$ 1,914,327	\$ 2,765.23	\$ -	\$ 2,765.23	99.86%
2020	\$ 1,961,968	\$ 1,632.00	\$ -	\$ 1,632.00	99.92%
2021	\$ 2,028,891	\$ 14,193.00	\$ 4,923.00	\$ 9,270.00	99.54%
2022	\$ 2,116,289	\$ 83,214.00	\$ 4,780.00	\$ 78,434.00	96.29%
		\$ 108,871.46	\$ 4,923.00	\$ 99,168.46	

2023 Taxes Billed in Oct., 2023	Real & Personal	\$ 2,701,691.00	
2023 Taxes Billed in Oct., 2023	Public Utilities	\$ -	TDB
Collected Through 07/31/23		\$ -	0.00%
Total Abatements		\$ -	
Property Tax Relief - Overpayment		\$ -	
Real/Personal - Pickup/abatement		\$ -	
Total Pick-Ups		\$ -	
Balance 2023 Property Taxes		\$ 2,701,691.00	
Total Outstanding Property Taxes		\$ -	

**TOWN OF JONESBOROUGH
COMPARATIVE LOCAL SALES TAX COLLECTIONS BY MONTH**

FOR	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
July	\$ 146,012.69	\$ 149,814.99	\$ 146,797.86	\$ 154,758.39	\$ 181,234.32	\$ 221,930.41	\$ 226,386.30
August	\$ 140,471.36	\$ 137,299.17	\$ 157,323.64	\$ 157,863.60	\$ 181,244.01	\$ 189,478.07	\$ 211,229.31
September	\$ 147,041.70	\$ 151,571.87	\$ 161,151.69	\$ 159,074.80	\$ 178,788.96	\$ 207,002.17	\$ 226,466.35
October	\$ 145,832.47	\$ 137,782.95	\$ 149,448.62	\$ 151,882.16	\$ 184,195.31	\$ 196,842.35	\$ 223,709.37
November	\$ 135,822.37	\$ 142,968.58	\$ 151,202.03	\$ 153,617.36	\$ 183,608.84	\$ 214,268.95	\$ 238,699.54
December	\$ 158,954.70	\$ 159,458.04	\$ 169,082.03	\$ 177,127.90	\$ 213,896.25	\$ 233,742.11	\$ 259,640.04
January	\$ 134,244.03	\$ 127,416.58	\$ 135,234.22	\$ 140,781.81	\$ 179,991.50	\$ 190,334.77	\$ 212,252.13
February	\$ 116,136.15	\$ 127,945.05	\$ 134,822.85	\$ 142,290.13	\$ 164,213.28	\$ 184,027.14	\$ 199,473.61
March	\$ 160,456.20	\$ 156,129.40	\$ 162,786.00	\$ 183,966.80	\$ 215,568.04	\$ 223,679.00	\$ 242,969.97
April	\$ 152,058.60	\$ 149,219.62	\$ 156,558.86	\$ 183,153.95	\$ 204,688.52	\$ 222,063.76	\$ 320,646.71
May	\$ 151,258.53	\$ 156,267.02	\$ 167,495.96	\$ 196,546.46	\$ 214,867.25	\$ 238,459.96	\$ 246,079.54
June	\$ 159,181.59	\$ 164,321.92	\$ 170,764.62	\$ 195,799.56	\$ 197,429.44	\$ 244,631.05	\$ 251,601.07
Totals	\$ 1,747,470.39	\$ 1,760,195.19	\$ 1,862,668.38	\$ 1,996,862.92	\$ 2,299,725.72	\$ 2,566,459.74	\$ 2,859,153.94

**Jackson Theater Project
RD Cost Overrun Loan
Interim Financing Provided by First Horizon**

RD Cost Overrun Loan Funds	\$ 2,832,100.00	
Bank of TN Interim Financing (8.31.23)	\$ 1,200,000.00	
2021-22 Loan Draws/Payments		
Total 2021-22 Draws	\$ (411,960.13)	
Retainage Payable - 2021-22*	\$ (38,968.92)	
6/30/2022 Balance of Loan Funds Available		<u>\$ 3,581,170.95</u>

2022-2023 Loan Draws (3-010-030000-3993)

8/19/2022 Draw #6 - Ken Ross Architects - As Approved by BMA	\$ (70,000.00)	
9/21/2022 Draw #7 - GRC Pay App Dated 8/31/22	\$ (233,105.36)	
10/17/2022 Draw #7 - GRC Pay App Dated 8/31/22	\$ (112,412.76)	
2/3/2023 Draw #8 - GRC Pay Apps Dated 11/30/22 & 12/31/22	\$ (249,847.14)	
2/16/2023 Draw #9 - GRC Pay Apps Dated 1/31/23	\$ (113,613.91)	
4/24/2023 Draw #11 - BrightRidge	\$ (28,977.00)	
4/4/2023 Draw #10 - Clark Nexsen	\$ (7,350.00)	
4/4/2023 Draw #10 - GRC Pay Apps Dated 2/28/23	\$ (144,153.65)	
5/19/2023 Draw #11 - GRC Pay Apps Dated 3/31/23	\$ (137,145.14)	
5/19/2023 Draw #11 - GRC Pay Apps Dated 4/30/23	\$ (114,556.84)	
6/20/2023 Draw #12 - GRC Pay Apps Dated 5/31/23	\$ (76,708.84)	
7/27/2023 Draw #13 - GRC Pay Apps Dated 6/30/23 AR/AP	\$ (97,198.63)	
8/16/2023 Draw #14 - East TN Sprinkler Dated 3/28/23&4/2 AR/AP	\$ (41,038.78)	
Total 2022-23 Draws	\$ (1,426,108.05)	
Retainage Payable - 2022-23*	\$ (67,302.22)	
Balance of Loan Funds Available		<u>\$ 2,087,760.68</u>

* Funds not yet drawn for Retainage \$ (106,271.14)

GRC Contract	\$ 1,778,000.00
Change orders	\$ 3,831,578.84
Amended Contract value	\$ 5,609,578.84
Total GRC Expenditures (including retainage)	\$ (3,909,836.31)
Contract remainder	\$ 1,699,742.53

East Tennessee Sprinkler Co	\$ 76,981.00
Change orders (BMA approved 5.8.23)	\$ 18,500.00
Amended Contract value	\$ 95,481.00
Total Expenditures	\$ (64,133.08)
Contract remainder	\$ 31,347.92

BAN obligated to Stage Door Concessions \$ 30,000.00 **

* 6/12/23 BMA approved to use up to \$250,000 for Stage Setup to Todd Hensley until additional RD funds are obtained \$ -

Balance of funds after contract obligations **\$ 326,670.23**

Note: This report will be presented in-lieu of the detail contract analysis for GRC. Detail reports available upon request.
** = \$18,650.51 has been requested for Stage Kitchen Equipment to reimburse the General Fund. This is pending.

GOINS RASH CAIN, INC. (GRC) CONTRACT
 JACKSON THEATRE RENOVATIONS AND ADDITIONS
 PROJECT ACCOUNT # 4-10-14200-6318
 RETAINAGE ACCOUNT # 10-200-2350

App. #	Total Complete and Stored	Less Retainage	Total Paid Less Retainage	Contract Balance Less Retainage	Date Paid	Ck #
1	\$ 62,849.26	\$ 3,142.46	\$ 59,706.80	\$ 5,609,578.84	5/14/2019	92740
2	\$ 96,447.38	\$ 4,822.37	\$ 91,625.01	\$ 5,548,729.58	6/29/2019	93233
3	\$ 129,485.61	\$ 6,474.28	\$ 123,011.33	\$ 5,320,796.59	7/10/2019	93376
4	\$ 189,839.91	\$ 9,492.00	\$ 180,347.91	\$ 5,130,956.68	8/23/2019	93734
5	\$ 303,943.04	\$ 15,197.15	\$ 288,745.89	\$ 4,827,013.64	8/16/2019	93984
6	\$ 104,227.45	\$ 5,211.37	\$ 99,016.08	\$ 4,722,786.19	10/17/2019	94271
7	\$ 59,984.90	\$ 2,999.25	\$ 56,985.65	\$ 4,662,801.29	12/4/2019	94728
8	\$ 112,999.45	\$ 5,649.97	\$ 107,349.48	\$ 4,549,801.84	12/13/2019	94862
9	\$ 152,503.59	\$ 7,625.18	\$ 144,878.41	\$ 4,397,296.25	2/13/2020	95375
10	\$ 113,885.10	\$ 5,699.25	\$ 108,285.85	\$ 4,283,313.15	3/30/2020	95726
11	\$ 347,106.72	\$ 17,355.34	\$ 329,751.38	\$ 3,936,206.43	4/22/2020	95987
12	\$ 43,956.85	\$ 2,197.84	\$ 41,759.01	\$ 3,892,249.58	5/26/2020	96243
13	\$ 48,485.24	\$ (85,866.46)	\$ 134,351.70	\$ 3,843,764.34	8/7/2020	96893
14	\$ 18,579.01	\$ -	\$ 18,579.01	\$ 3,825,185.33	11/10/2020	97565
15	\$ 45,004.65	\$ 2,250.23	\$ 42,754.42	\$ 3,780,180.68	3/25/2021	98538
16	\$ 96,914.71	\$ 4,845.74	\$ 92,068.97	\$ 3,683,265.97	3/25/2021	98538
17	\$ 77,251.42	\$ 3,862.57	\$ 73,388.85	\$ 3,606,014.55	6/10/2021	99193
18	\$ 108,730.95	\$ 5,438.55	\$ 103,294.40	\$ 3,497,283.60	5/25/2021	99056
19	\$ 44,170.12	\$ 2,208.50	\$ 41,961.62	\$ 3,453,113.48	6/30/2021	99446
<hr/>						
2021-22						
20	\$ 54,641.04	\$ 2,732.08	\$ 51,909.56	\$ 3,398,471.84	2/15/2022	101552
21	\$ 137,699.95	\$ 6,885.00	\$ 130,814.95	\$ 3,260,771.89	4/1/2022	101992
22	\$ 104,922.49	\$ 5,246.13	\$ 99,676.36	\$ 3,155,849.40	4/25/2022	102165
23	\$ 36,758.33	\$ 1,837.91	\$ 34,920.42	\$ 3,119,091.07	7/13/2022	102981
24	\$ 43,512.93	\$ 2,174.70	\$ 41,338.23	\$ 3,075,578.14	7/13/2022	102981
25	\$ 29,790.12	\$ 1,489.51	\$ 28,300.61	\$ 3,045,788.02	8/10/2022	103271
<hr/>						
2022-23						
26	\$ 245,374.06	\$ 12,268.70	\$ 233,105.36	\$ 2,800,413.96	9/21/2022	103603
27	\$ 118,329.22	\$ 5,916.46	\$ 112,412.76	\$ 2,682,084.74	10/18/2022	103923
28	\$ 224,814.79	\$ 11,240.74	\$ 213,574.05	\$ 2,457,269.95	2/8/2023	105049
29	\$ 38,182.20	\$ 1,909.11	\$ 36,273.09	\$ 2,419,087.75	2/8/2023	105049
30	\$ 119,593.59	\$ 5,979.68	\$ 113,613.91	\$ 2,299,494.16	2/16/2023	105119
31	\$ 151,740.69	\$ 7,587.04	\$ 144,153.65	\$ 2,147,753.47	4/5/2023	105616
32	\$ 144,363.30	\$ 7,218.16	\$ 137,145.14	\$ 2,003,390.17	5/22/2023	106117
33	\$ 120,586.15	\$ 6,029.31	\$ 114,556.84	\$ 1,882,804.02	5/22/2023	106117
34	\$ 80,746.15	\$ 4,037.31	\$ 76,708.84	\$ 1,802,057.87	6/29/2023	106514
35	\$ 102,314.34	\$ 5,115.71	\$ 97,198.63	\$ 1,699,743.53	7/28/23 AP	106835
	\$ 3,909,835.31	\$ 166,271.14	\$ 3,803,564.17			

		Revised Contract
Original Contract		\$ 1,778,000.00
Change Order #1	\$ 4,128.06	
Change Order #2	\$ 11,236.44	
Change Order #3	\$ 18,579.01	
Change Order #4	\$ 130,823.00	
Change Order #5	\$ 215,325.00	
Change Order 6A	\$ 4,862.68	
Change Order #7	\$ 2,440,000.00	
Approved pay app 21 (B)	\$ 11,760.00	
Deduction (pay app 23)	\$ (2,882.25)	
Change Order #9	\$ 18,566.90	
Change Order #10 (Time extension only)	\$ -	
Change Order #11	\$ 979,200.00	
		<u>\$ 3,831,578.84</u>
		<u>\$ 5,609,578.84</u>

\$400,000 STATE APPROPRIATION FUNDS:

9/5/18	Funds Received	\$	400,000.00
5/15/19	GRC Inc. - Pay Request #1	\$	(59,706.80)
6/29/19	GRC Inc. - Pay Request #2	\$	(91,625.01)
7/11/19	GRC Inc. - Pay Request #3	\$	(123,011.33)
8/14/19	GRC Inc. - Pay Request #4	\$	(125,656.86)
	Accrued Interest Through 8/31/2019	\$	3,394.42
9/16/19	GRC Inc. - Pay Request #5	\$	(3,394.42)
	Balance of Funds	\$	<u> -</u>

Payments by Source Thru GRC Pay Request #27

State Appropriation	\$	403,394.42	
ECD Tourism Enhancement Grant	\$	50,000.00	
ARC Grant	\$	437,176.90	
RD Loan #1	\$	998,365.73	
ECU Contribution	\$	103,038.70	
Sonia King/Martin Estate Contribution	\$	145,886.02	
RD Loan #2 Draws (Interim Financing Thru First Horizon)	\$	388,960.13	FY22
RD Loan #2 Draws (Interim Financing Thru First Horizon)	\$	1,278,742.27	FY23
	\$	<u>3,803,664.17</u>	

Stage Door Project Analysis

Project area	Comments	Company	Project Manager Cost Estimate	P.O. issued	Agreement Paid	Expenses/Items not applied to P.O.	P.O. Balance - Made - All Requested at 6/30	Balance Remaining ***
	*Balance remaining column is judgement based on P.O. vs Estimate							
Framing/Construction	includes cabinet install, live office bench, woodwork (Original estimate to BMA 35,400 B/22 Item 7.4)	Levi's Hultin/CD Builders	45,000.00	0.00	395,087.50	395,087.50	0.00	0.00
Framing/Construction	Purchased by Levi's on town account	Lewis	0.00	5,000.00	14,194.57	9,500.35	398.78	4,474.95 Used balance of P.O.
Framing/Construction	Lumber - Ordered by Lewis	Builders First Source	0.00	0.00	3,408.42	3,408.42	0.00	0.00
Framing/Construction	Equipment rental - Ordered by Lewis	East TN Acoust-Air	0.00	0.00	48.19	48.19	0.00	0.00
Framing/Construction	Misc material - Ordered by Lewis	CBC Masonry Supply	0.00	42.35	42.35	0.00	0.00	0.00
Framing/Construction	Lumber for Trade repair - Lewis	East Tennessee Millwork	0.00	0.00	919.14	919.14	0.00	0.00
Electrical - Materials	Cables - Lewis?	Williams Electric	16,900.00	18.65	7,865.28	7,865.30	50.67	2,114.72 allows... Used P.O. less actual expenses, More P.O. reduced from line item than issued. System
Electrical - Materials	Additional items needed by Herman Archer	Williams Electric	0.00	5,454.48	2,748.83	2,748.83	0.00	5,454.40
Electrical - Labor		Herman Archer	8,000.00	3,050.00	10,375.00	2,325.00	0.00	0.00
Light Fixtures		American Lighting	2,010.71	0.00	2,568.85	2,568.85	0.00	0.00
Light Fixtures	Install business luminaires	American Lighting	0.00	1,794.85	2,587.40	-2,587.40	0.00	0.00
ME/C	2 - 4 ton units, installation, per hour costs	TST Heating & Air	80,000.00	88,237.19	71,257.50	32,790.00	0.00	6,972.90 Estimate less actual expense
ME/C	Materials & Labor	Stockland Plumbing	8,800.00	0.00	4,500.00	4,500.00	0.00	4,300.00
Bathroom Fixtures	# commodes, 2 urinals, 8 flush valves, 5 sinks and faucets.	Modern Supply	1,500.00	2,995.95	4,214.28	67.90	-1,091.21	0.00 P.O. used beyond invoice
Bathroom Accessories	Toilet cans, grab bars, towel holders	Tumble Company	7,263.00	0.00	1,252.00	1,252.00	0.00	348.00
Bathroom Partitions	Ordered 10/23	Tumble Company	20,851.57	32,887.57	10,743.00	3,480.00	0.00	0.00
Bathroom floor - Materials	Includes 1st floor tile	White / Gray	18,774.00	33,774.00	18,793.57	1,079.00	1,079.00	1,079.00
Bathroom floor - Installation		EA Opt Tile	13,000.00	9,300.00	9,300.00	9,300.00	0.00	23,774.00
Front Door	Door 5.077.80/Handover 7.17%	Builders First Source	12,252.80	12,252.80	12,252.80	0.00	0.00	9,300.00 P.O. contract price
Front Fridge Glass	Includes Installation	Killer Glass	4,000.00	4,411.13	4,658.46	247.33	0.00	0.00
Front Bench Columns		ABC Masonry	1,850.00	0.00	1,850.00	1,850.00	0.00	0.00
Stucco Repair		Creative Masonry	700.00	0.00	700.00	700.00	0.00	0.00
Interior Doors	Same firm as Jackson?	TBD	1,800.00	0.00	0.00	0.00	0.00	1,800.00
Door hardware	Ordered 10/23	Tumble Company	13,700.00	13,700.00	13,338.00	0.00	0.00	442.00 P.O. applied incorrectly, Contract balance account
Concrete Cabinets	Cabinets and granite countertop - Bath	Tumble Company	0.00	0.00	910.00	910.00	0.00	0.00
Concrete Cabinets		Builders First Source	31,692.79	31,792.79	31,792.79	0.00	0.00	0.00
Concrete Equipment	30,000 UOJA Laver	Kayne Restaurant Supply	18,548.39	0.00	18,656.61	18,656.61	0.00	0.00
Painting	Materials, Installation, Finishing (Includes # of ceilings)	Fel Cycle Construction	13,750.00	13,750.00	13,850.00	300.00	0.00	0.00
Drop Ceiling - Installation	Walk & Ceiling	Cremer Finishing	11,433.50	11,433.50	9,833.50	1,600.00	1,600.00	1,600.00
Drop Ceiling - Materials	Acoustic Tile Materials	Dockery Floor Coating	8,850.00	0.00	8,850.00	0.00	0.00	0.00
2nd floor Insulation	310 Tins/Shipping	American Tin	1,874.40	1,874.40	1,874.40	0.00	0.00	0.00
Misc Equipment Rental	Repair of 1 unit and OIB	Mullins Company	5,760.00	5,620.00	3,620.00	-1,114.80	0.00	5,620.00
Purpose unknown	P.O. 5/25/19 usage?	Builders First Source	0.00	0.00	-1,114.80	-1,114.80	0.00	0.00
Freight @ Stage door		East TN Acoust-Air	0.00	720.00	720.00	0.00	0.00	0.00
Freight @ Stage door		Forphouse	0.00	0.00	1,399.00	1,399.00	0.00	0.00
Freight @ Stage door		Amazon	0.00	0.00	344.99	344.99	0.00	0.00
Paints/Brushes	Bought by Herman Archer	Ferrill Colburn	0.00	0.00	378.50	378.50	0.00	0.00
ME/C		City Electric Supply	0.00	0.00	2,277.20	2,277.20	0.00	0.00
ME/C		Herman Archer	0.00	10,000.00	4,350.00	0.00	5,900.00	5,900.00
ME/C	Ordered through TST Heating and Air	Pacific Register	0.00	2,949.00	3,051.78	302.78	0.00	0.00
ME/C		Precision Instruments	0.00	780.00	780.00	0.00	0.00	0.00
ME/C		First Horizon	0.00	0.00	1,511.41	1,511.41	0.00	0.00
ME/C		Ferrill Colburn, Inc.	0.00	0.00	36.50	36.50	0.00	0.00
	4-020-014200-4317		190,486.87	223,125.09	480,948.80	283,578.00	37,037.14	70,200.87
								Ex. expenditures remaining
	2012-2018 Expenditures Paid			18478.95				
	2018-2019 Expenditures Paid			17187.78				
	2019-2020 Expenditures Paid			24884.63				
	Total Project Expenditures			156,950.18				
				408,854.52 P/O2				
				72,093.88 P/O4				
				480,948.80				

TOWN OF JONESBOROUGH
 GENERAL FUND
 FUND BALANCE RESERVE ACCOUNTS
 8/31/2023

	Reserve	Revenue	Expenditures	Balance 6/30/2023	Revenues	Expenditures	Transfer (To)/From Unrestricted Fund Balance	Balance 6/30/24
McKinney Scholarship Fund	10-200-2702	10-30000-3774	10-14200-5020	17,126.94	475.00	-	-	17,601.94
Senior Center - Special Projects	10-200-2703	10-30000-3963	10-14100-4940	47,924.61	4,343.44	(6,000.20)	-	46,469.85
PS Driving School Tech Fees	10-200-2706	10-30000-3717	10-12000-4520	11,174.00	288.00	-	-	11,462.00
PS Gun Permit Classes	10-200-2707	10-30000-3719	10-12000-4515	12,240.00	-	-	-	12,240.00
Police Litigation	10-200-2708	10-30000-3713	10-12000-4560	71,729.86	1,120.65	-	-	71,050.51
Volunteer Fire	10-200-2709	10-30000-3968	10-12200-4953	2,528.45	-	-	-	2,528.45
Campground Reserve	10-200-2710	10-30000-3668	10-14200-4416	23,907.16	-	-	-	23,907.16
PS Electronic Citation Fee	10-200-2711	10-30000-3718	10-12000-4505	25,351.61	-	-	-	25,351.61
Chuckey Depot Museum Rev	10-200-2712	10-30000-3976	10-14200-4962	6,698.95	368.00	(129.57)	-	6,937.38
Veterans War Memorial	10-200-2713	10-30000-3875	10-11000-4996	16,287.84	-	-	-	16,287.84
Flag Replacement	10-200-2716	10-30000-3975	10-14200-4946	3,331.46	2,146.00	(42.39)	-	5,435.07
Tree & Townscape	10-200-2717	10-30000-3493	10-14200-6336	2,519.62	-	-	-	2,519.62
Recreation Frustrating	10-200-2718	10-30000-3664	10-14200-4417	16,556.89	-	-	-	16,556.89
Clerk Electronic Citation Fees	10-200-2720	10-30000-3725	10-12000-4507	7,385.61	-	-	-	7,385.61
Cemetery Maintenance Fund	10-200-2723	10-30000-3977	10-14200-4947	3,838.94	-	-	-	3,838.94
In-Lieu Sidewalk Reserve	10-200-2728	10-30000-3955	Board	60,819.75	3,250.00	-	-	64,069.75
Keep Jonesborough Beautiful	10-200-2730	10-30000-3974	10-14200-4952	-	-	(60.00)	-	(60.00)
Total Preserved Reserved Amounts				\$ 329,421.69	12,203.09	(6,332.16)	-	335,592.62

Town of Jonesborough
Health Reimbursement Account
2023-24 Fiscal Year

Date	Fund				Total	Balance
	General	Solid Waste	Water/Sewer			
6/30/2023	\$ 96,358.27	\$ 37,513.34	\$ 71,771.49	\$ 205,643.10	\$ 205,643.10	
July Deposit	2,730.00	750.00	2,310.00	5,790.00	211,433.10	
BCBS Fees	(1,074.44)	-	-	(1,074.44)	210,358.66	
7/17/2023	(7,047.07)	-	(2,976.50)	(10,023.57)	200,335.09	
7/31/2023	(3,587.25)	(372.00)	(1,522.25)	(5,481.50)	194,853.59	
7/31/2023	\$ 87,379.51	\$ 37,891.34	\$ 69,582.74	\$ 194,853.59		
Aug Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 200,643.59	
BCBS Fees	(315.00)			(315.00)	200,328.59	
Claims	(376.74)	(15,687.02)	(666.58)	(16,730.34)	183,598.25	
8/31/2023	\$ 89,417.77	\$ 22,954.32	\$ 71,226.16	\$ 183,598.25		
6/30/2023 Balance			\$ 205,643.10			
Year-to-date HRA Contributions			11,580.00			
Year-to-date HRA Fees			(1,389.44)			
Year-to-date HRA Claims			<u>(32,235.41)</u>			

**TOWN OF JONESBOROUGH
K-8 SCHOOL CONSTRUCTION PROJECT**

Total Loan Draws		\$ 32,239,668.18
Less 2020-21 Payments	\$ (3,415,481.66)	
Less 2021-22 Payments	\$ (12,727,076.05)	
Less 2022-23 Payments	\$ (15,708,035.77)	
Less 2023-24 Payments	<u>\$ (396,223.98)</u>	
Total Project Payments		\$ (32,246,817.46)
1/24/2021 Transfer from General Fund Checking Cleared by check #1094 to Town of Jonesborough		<u>\$ 20,000.00</u> <u>\$ (20,000.00)</u>
Loan Draws Less Payments Plus Transfer From GF		\$ 12,850.72
Tree Grant Reimbursement (Expenditure of K-8 reimbursed by grant)	\$ 7,970.00	
Loan Draws Less Payments	<u>\$ 4,880.72</u>	
Balance of Cash on Hand		\$ 12,850.72
Balance of Cash on Hand 8/31/23:		
Pinnacle Checking Account #1 (BAN Proceeds Balance ONLY presented here)***	\$ -	
Pinnacle Checking Account #2	<u>\$ 12,850.72</u>	
*** Contains Balance of TN Ag Learning Center Grant. Separate Project under department No. 5500		<u>\$ 12,850.72</u>
INTERIM LOAN FUNDS:		
Total Funds Available	\$ 42,750,000.00	
Total Draws	<u>\$ (32,239,668.18)</u>	
Balance of Loan Funds Available		\$ 10,510,331.82
Balance of Contract With Burwill Construction (including retainage)	\$ (9,660,947.43)	
Balance of Contract With Clark Nexsen	\$ (52,192.00)	
Balance of Contract With Burleson Construction, Inc	\$ (93,413.20)	
Balance of Contract With TriMark (Kitchen Equip)	<u>\$ -</u>	
Balance of Funds After Contract Obligations		\$ 703,779.19

NOTE: Summary presented above. Project detail tracking available upon request.

K-8 School Construction Funding Analysis

	Original Budget	Internal change orders/ Costs moved to Burwell	Adjustments to Confirmed Contracts	Other	Total	Amounts Paid	Balance	Comments
Burwell	33,331,185.00	1,240,244.94			34,571,430.94	25,294,553.97	9,276,877.97	
Electrical Allowance	85,000.00	0.00			85,000.00	35,000.00	50,000.00	
Unit Price Allowance	511,450.00	-151,792.48			359,657.52	44,498.60	315,158.92	
Owner Contingency	532,965.00	-532,965.00			0.00	0.00	0.00	Flexibility in Burwell
RD Contingency	570,000.00	-556,089.46			13,910.54	0.00	13,910.54	\$29,089.46 contract
Total	35,000,000.00	0.00	-77,448.00	17.07	34,932,552.07	25,339,053.57	9,600,947.48	This to Contract Detail
(A) Owner Contingency	540,000.00				540,000.00	540,000.00	0.00	
(A) Special Inspections	362,500.00		-77,448.00		285,052.00	1,050,363.42	-765,311.42	Removed from Contingency & Excess below
Costs Outside Burwell								
Monument Sign	25,000.00				25,000.00			25,000.00 No known contract entered as of 4/30/23
Landscaping Allowance	145,000.00				145,000.00	56,126.20	88,873.80	Mowing, Tree Grant, Equinox
Athletic Fields	827,000.00		-321,215.00		505,785.00		505,785.00	No known contract entered as of 4/30/23, but cost 775,000
Athletic Fields - Fencing	0.00		228,215.00		228,215.00		228,215.00	MICAL Fencing Contract
Kitchen Equipment	715,000.00		77,448.00	-0.02	792,447.98	792,447.98	0.00	This to Contract Detail
Data Cabling	300,129.00	-300,129.00			0.00		0.00	
Access Control	97,265.00	-97,265.00			0.00		0.00	
Cameras	121,458.00	-121,458.00			0.00		0.00	
Intercom/Phones	124,218.00	-124,218.00			0.00		0.00	
Clock System	94,505.00	-94,505.00			0.00		0.00	
A/E Fees	1,790,125.00		52,875.00		1,843,000.00	1,790,808.00	52,192.00	This to Contract Detail/Includes Concessions
Owners Rep Fee	350,000.00		31,548.06		381,548.06	254,566.80	126,981.26	This to Contract Detail
Land	2,200,000.00				2,200,000.00	2,232,548.06	-32,548.06	
Legal	300,000.00				300,000.00	195,470.43	104,529.57	
Geotech	26,800.00			-18.00	26,782.00	26,882.00	-100.00	Core Drilling, Foundation Systems
SPMO Review	46,525.00		69,872.06	0.95	116,407.01	46,515.95	69,891.06	State Fire Marshall Office
Total	42,745,815.00	-617,875.00	-7,578.94	-17.07	42,110,354.01	32,306,817.46	9,803,536.55	
Washington County Contribution 7/30/20						60,000.00		
Tree Grant Revenue/Cash Balances/Other						9,079.28		
RD Funding					42,750,000.00	42,750,000.00	0.00	
Excess / (Shortfall)	4,885.00				4,885.00	30,512,261.82	-25,627,376.82	Agrees with Remaining BAA balances
(A) Contingencies	1,904,865.00				1,904,865.00			
Contingency & Excess (Shortfall)	1,909,250.00				1,909,250.00			
Contingency is further reduced by other items such as interest costs/etc paid through RD funds. See below								
Other								
Summing								
Project Manager						12,450.00		Purchase of land, utilities
Foundation Systems Engineering						60,000.00		
Todd Wood Engineering						64,848.00		
Clark Neeson - Mir						25,400.00		Utilities, Tree Project (landscaping), other areas
Raymond James (Financing Agent)						9.50		
Pinnacle Bank Interest & Fees						358,718.00		
Washington County Trustee (Repayment of county funded expenses prior to Interim Spending)						873,700.74		
State NOI App / TOIC Permit						364,764.31		
Ferguson Enterprises						4,000.00		
Tree Grant Expenditures - General Fund						3,873.64		
Other - Waste Management, Hops, Six Rivers, Blue Water						32,851.50		
BGS						9,593.78		Review
						11,870.00		
						1,570,379.47		

Excess Less Budget: -346,694.25
 Actual funding remaining net otherwise budgeted or obligated.

Per School Analysis: 92,246,817.46
 Difference from Above: 60,000.00 This is Clark Neeson check paid by General 1st check 9/3/20 7/31/20

Analysis presented pending any category use changes by project manager. No items accrued for charges through 8.31.23

Water/Sewer Savings Account & Money Market Account
40-100-1125/40-100-1126

2023-24

	Unreserved	Equipment Reserve	Debt Service Reserve	County Crew Advanced Labor	2022 \$1M CON Note	ARPA Funds	40-200-2119 Line Extensions	Total
6/30/2023	\$ 1,387.17	\$ 271,281.13	\$ -	\$ 49,257.20	\$ 472,821.05	\$ 453,119.24	\$ -	\$ 1,247,865.79
7/5/2023								
7/13/2023	To Savings from Revenue							
	Reallocate ARPA/\$1M CON spent (June AP)							
7/19/2023	\$ 83,784.00							
7/24/2023	To OPM (Used County Trucks, Operating Expenses)	\$ (40,000.00)			\$ (5,724.00)	\$ (78,060.00)		
7/24/2023	To OPM - Operating Expenses	\$ (30,000.00)			\$ (10,300.00)			
7/31/2023	Reallocate Used County Crew Labor	\$ 27,824.28		\$ (27,824.28)				
7/31/2023	To Savings from Revenue		\$ 86,423.25					
7/31/2023	July Interest	\$ 975.43						
7/31/2023	\$ 79,270.88	\$ 231,281.13	\$ 86,423.25	\$ 21,432.92	\$ 456,797.05	\$ 375,099.24	\$ 16,306.22	\$ 1,266,570.69
8/8/2023	To OPM for ARPA/1M CON expenses							
8/21/2023	Reallocate County Crew use of labor	\$ 19,172.59		\$ (19,172.59)	\$ (2,600.00)	\$ (57,040.00)		
8/21/2023	Reallocate \$1M CON use on projects	\$ 1,604.46						
8/21/2023	To OPM for operations	\$ (50,000.00)			\$ (1,604.46)			
8/24/2023	TDEC ARPA Funds (for 1M CON payoff)		\$ 905,036.86					
8/24/2023	To OPM (1M CON Prin. Pmt)		\$ (905,000.00)					
8/30/2023	Revenue to Savings - Advanced Funding for County Crew labor costs			\$ 74,202.50				
8/31/2023	Reallocate ARPA/\$1M spent		\$ 44,152.00		\$ (1,000.00)	\$ (43,152.00)		
8/31/2023	Reallocate County Crew use of labor		\$ 4,829.09	\$ (4,829.09)				
8/31/2023	July Interest	\$ 675.29						
8/31/2023	\$ 50,723.22	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 451,592.59	\$ 274,867.24	\$ 16,306.22	\$ 1,231,845.34

Balance in Savings Account
Balance in Money Market Account

\$ 660,474.09 First Horizon
\$ 571,371.25 Bank of TN
\$ 1,231,845.34

(A) = Agrees with County Line project analysis
(B) = Agrees with ARPA Projects analysis
(C) = Developer deposit. To be liquidated when completed
(E) = \$62,095 budgeted from reserve for new software

	\$1M CON Planned	Actual	Balance	
	\$ 1,000,000.00			
N. Cherokee Meters	\$ (112,568.05)	\$ 40,582.71	\$ (71,985.34)	
Sewer A Booster St.	\$ (90,184.00)	\$ 2,600.00	\$ (87,584.00)	
Reimb. Equip. Reserve (6/1 4.75M CON int)	\$ (76,400.00)	\$ (76,400.00)	\$ -	
4.75M&1.25M 7/1 Pmt	\$ (35,000.00)	\$ (35,000.00)	\$ -	
Boones Creek Lift	\$ (52,098.67)	\$ 52,098.67	\$ -	
EDA Costs (Planned in Budget)	\$ (452,126.03)	\$ 452,126.03	\$ -	
EDA Extra (Due to timing of payments)	\$ (50,000.00)	\$ (50,000.00)	\$ -	
	\$ (103,854.00)	\$ (103,854.00)	\$ -	
	\$ (27,769.25)	\$ (27,769.25)	\$ -	
	\$ (0.00)	\$ 547,407.41	\$ (452,592.59)	

	FY24 Planned Amounts to Reserves	Debt - Non-Monthly
	Res Sav	800,000.00
	Budget	
	4.75M CON 1/1/24	67,847.00
	4.75M CON 7/1/24	412,847.00
	1.25M CON 1/1/24	24,968.75
	1.25M CON 7/1/24	109,968.75
	Bond Int. 12/1/23	68,223.75
	Bond Prin. 6/1/24	353,223.75
	Total	1,037,079.00
	Monthly	86,423.25

Note: Water has paid General all outstanding balances owed from FY23 (including FILT and Rent)

Water Fund Capital Projects Summary

Project	***												Water Booster Stations	
	Funding	WTR/Transmission Lines	AMM/AMR Meters	Wash Co. Ind	Booster Ckt	SB 14 Bridge Replacement	JB N. Loop Set up Costs	M. Loop Engineering	Contracted N. Loop	K-B Sewer	K-B Water	Sewer Retubs		Sewer Pump D. A
Project Total Budget														
Project Total Contracts(s)														
Project Expenditures FY18														
Expenditures FY24														
Accounts - FY18	40-1560-5237623	40-200-2702	40-1550-5919	40-1550-5030	35 000-6930	40-100-1731/1734	40-300-1731/1734	40-100-1732	40-100-1733	40-100-1738	Not Budgeted	40-1550-5018	40-1530-6350	
Total Expenditures	3,890,992.00	4,410,246.00	834,689.13	197,820.60	21,349.18	89,088.05	356,050.60	1,386,388.66	28,912.22	425,826.31	148,640.79	81,600.00	21,000.00	9,257,862.85
Funding Sources														
Grant - Planned	3,320,679.94	3,401,818.00	3,260,000.00	252,000.00										7,231,242.00
Grant - Actual	3,320,138.06	4,496,816.00	390,076.44	197,820.60										8,818,652.64
County - Planned														
County - Actual														
4.75M CON - Planned														
4.75M CON - Actual														
1.25M CON - Planned														
1.25M CON - Actual														
1M CON - Planned														
1M CON - Actual														
Local Funds - Planned														
Local Funds - Actual														
Local Funds Pending Items														
*** Detail tracked through separate project analysis														
Notes:														

*** Detail tracked through separate project analysis

Notes:
 (A) = list of field invoice costs
 (B) = Balance 5504,224.70 used to fund 711 CON payments (603,138.00) and Equip Reserve (52,098.67). Note issued in anticipation of TDEC funds to be used for unrestricted purposes per resolution.
 (C) = BMA approved effective reclamation of funds spent against note proceeds at July meeting.
 NOTE: This report presented in-fav of Aerial project tracking at BMA meetings. Detail reports for tracked projects will be available upon request.

Project	***												Water Booster Stations	
	Funding	WTR/Transmission Lines	AMM/AMR Meters	Wash Co. Ind	Booster Ckt	SB 14 Bridge Replacement	JB N. Loop Set up Costs	M. Loop Engineering	Contracted N. Loop	K-B Sewer	K-B Water	Sewer Retubs		Sewer Pump D. A
4.75M CON - Planned														
4.75M CON - Actual														
1.25M CON - Planned														
1.25M CON - Actual														
1M CON - Planned														
1M CON - Actual														
Local Funds - Planned														
Local Funds - Actual														
Local Funds Pending Items														
*** Detail tracked through separate project analysis														
Notes:														

Notes:
 (A) = list of field invoice costs
 (B) = Balance 5504,224.70 used to fund 711 CON payments (603,138.00) and Equip Reserve (52,098.67). Note issued in anticipation of TDEC funds to be used for unrestricted purposes per resolution.
 (C) = BMA approved effective reclamation of funds spent against note proceeds at July meeting.
 NOTE: This report presented in-fav of Aerial project tracking at BMA meetings. Detail reports for tracked projects will be available upon request.

County Water Lines

Account	Estimate	Balance	Revenue	Expenses	Net	Notes
FT02	74,202.49	-	-	-	74,202.49	
FT03	148,405.00	-	-	-	148,405.00	
6A, FT23	148,333.07	-	-	-	148,333.07	
FT02	(972,487.51)	(142,241.399)	-	-	(1,114,728.909)	
FT02	(21,378.02)	(53,844.75)	-	-	(75,222.77)	
FT22 AB	288,094.85	136,284.14	-	-	424,378.99	
Balance Forward (unbalanced)	47,233.02	-	-	-	47,233.02	
FT03	751,257.12 (A)	256,203.00	309,368.00	155,340.00	309,368.12	
CHAMBERS	-	(28,514.82)	(34,138.44)	64,294.89	-	
FT03	105,398.52 (B)	33,806.60	-	-	139,205.12	
FT03	148,405.00 (C)	-	-	-	148,405.00	
FT03	78,387.48	-	-	-	78,387.48	
FT03	35,588.34	-	-	-	35,588.34	
FT03	33,323.69	-	-	-	33,323.69	
FT03	84,095.22	-	-	-	84,095.22	
FT03	94,048.72	-	-	-	94,048.72	
FT03	74,202.50	-	-	-	74,202.50	
FT03	202,217.98	-	-	-	202,217.98	
FT03	93,524.57	-	-	-	93,524.57	
FT03	94,200.00	-	-	-	94,200.00	
FT03	(29,341.48)	(8,890.50)	(8,890.50)	(8,890.50)	-	
Balance Forward (unbalanced) incl. FT02/23 carryover	(1,089,234.42)	(790,109.40)	(571,602.40)	(335,202.80)	(1,705,014.60)	
6A, FT23	833,662.44	-	-	-	833,662.44	
County Funding, Invoice #23, 6/3/23	123,673.84	-	-	-	123,673.84	
County Funding, Invoice #20, 8/3/23	130,659.49	-	-	-	130,659.49	
County Funding, Invoice #21, 8/3/23	7,346.38	-	-	-	7,346.38	
County Funding, Invoice #22, 8/3/23	48,337.38	-	-	-	48,337.38	
County Funding, Invoice #23, 8/3/23	107,098.53	-	-	-	107,098.53	
County Funding, Invoice #20, 8/31/23	74,202.50	-	-	-	74,202.50	
County Funding, Invoice #21, 8/31/23	390,094.34	-	-	-	390,094.34	
County Funding, Invoice #22, 8/31/23	11,220,428.80	-	-	-	11,220,428.80	
Repayments - 1/1/20	385,347.84	-	-	-	385,347.84	
FT04	-	-	157,000.00	157,000.00	-	
Complete FT02	-	-	157,000.00	157,000.00	-	
Complete FT03	-	-	157,000.00	157,000.00	-	
Complete FT23	-	-	157,000.00	157,000.00	-	
Complete FT24	-	-	157,000.00	157,000.00	-	
Complete FT25	-	-	157,000.00	157,000.00	-	
Complete FT26	-	-	157,000.00	157,000.00	-	
Complete FT27	-	-	157,000.00	157,000.00	-	
Complete FT28	-	-	157,000.00	157,000.00	-	
Complete FT29	-	-	157,000.00	157,000.00	-	
Complete FT30	-	-	157,000.00	157,000.00	-	
Complete FT31	-	-	157,000.00	157,000.00	-	
Complete FT32	-	-	157,000.00	157,000.00	-	
Complete FT33	-	-	157,000.00	157,000.00	-	
Complete FT34	-	-	157,000.00	157,000.00	-	
Complete FT35	-	-	157,000.00	157,000.00	-	
Complete FT36	-	-	157,000.00	157,000.00	-	
Complete FT37	-	-	157,000.00	157,000.00	-	
Complete FT38	-	-	157,000.00	157,000.00	-	
Complete FT39	-	-	157,000.00	157,000.00	-	
Complete FT40	-	-	157,000.00	157,000.00	-	
Complete FT41	-	-	157,000.00	157,000.00	-	
Complete FT42	-	-	157,000.00	157,000.00	-	
Complete FT43	-	-	157,000.00	157,000.00	-	
Complete FT44	-	-	157,000.00	157,000.00	-	
Complete FT45	-	-	157,000.00	157,000.00	-	
Complete FT46	-	-	157,000.00	157,000.00	-	
Complete FT47	-	-	157,000.00	157,000.00	-	
Complete FT48	-	-	157,000.00	157,000.00	-	
Complete FT49	-	-	157,000.00	157,000.00	-	
Complete FT50	-	-	157,000.00	157,000.00	-	
Complete FT51	-	-	157,000.00	157,000.00	-	
Complete FT52	-	-	157,000.00	157,000.00	-	
Complete FT53	-	-	157,000.00	157,000.00	-	
Complete FT54	-	-	157,000.00	157,000.00	-	
Complete FT55	-	-	157,000.00	157,000.00	-	
Complete FT56	-	-	157,000.00	157,000.00	-	
Complete FT57	-	-	157,000.00	157,000.00	-	
Complete FT58	-	-	157,000.00	157,000.00	-	
Complete FT59	-	-	157,000.00	157,000.00	-	
Complete FT60	-	-	157,000.00	157,000.00	-	
Complete FT61	-	-	157,000.00	157,000.00	-	
Complete FT62	-	-	157,000.00	157,000.00	-	
Complete FT63	-	-	157,000.00	157,000.00	-	
Complete FT64	-	-	157,000.00	157,000.00	-	
Complete FT65	-	-	157,000.00	157,000.00	-	
Complete FT66	-	-	157,000.00	157,000.00	-	
Complete FT67	-	-	157,000.00	157,000.00	-	
Complete FT68	-	-	157,000.00	157,000.00	-	
Complete FT69	-	-	157,000.00	157,000.00	-	
Complete FT70	-	-	157,000.00	157,000.00	-	
Complete FT71	-	-	157,000.00	157,000.00	-	
Complete FT72	-	-	157,000.00	157,000.00	-	
Complete FT73	-	-	157,000.00	157,000.00	-	
Complete FT74	-	-	157,000.00	157,000.00	-	
Complete FT75	-	-	157,000.00	157,000.00	-	
Complete FT76	-	-	157,000.00	157,000.00	-	
Complete FT77	-	-	157,000.00	157,000.00	-	
Complete FT78	-	-	157,000.00	157,000.00	-	
Complete FT79	-	-	157,000.00	157,000.00	-	
Complete FT80	-	-	157,000.00	157,000.00	-	
Complete FT81	-	-	157,000.00	157,000.00	-	
Complete FT82	-	-	157,000.00	157,000.00	-	
Complete FT83	-	-	157,000.00	157,000.00	-	
Complete FT84	-	-	157,000.00	157,000.00	-	
Complete FT85	-	-	157,000.00	157,000.00	-	
Complete FT86	-	-	157,000.00	157,000.00	-	
Complete FT87	-	-	157,000.00	157,000.00	-	
Complete FT88	-	-	157,000.00	157,000.00	-	
Complete FT89	-	-	157,000.00	157,000.00	-	
Complete FT90	-	-	157,000.00	157,000.00	-	
Complete FT91	-	-	157,000.00	157,000.00	-	
Complete FT92	-	-	157,000.00	157,000.00	-	
Complete FT93	-	-	157,000.00	157,000.00	-	
Complete FT94	-	-	157,000.00	157,000.00	-	
Complete FT95	-	-	157,000.00	157,000.00	-	
Complete FT96	-	-	157,000.00	157,000.00	-	
Complete FT97	-	-	157,000.00	157,000.00	-	
Complete FT98	-	-	157,000.00	157,000.00	-	
Complete FT99	-	-	157,000.00	157,000.00	-	
Complete FT100	-	-	157,000.00	157,000.00	-	

Laber Estimate \$14,202.30 paid quarterly as invoiced. Next payment due September 2023

Top five amounts owed to Washington County Per Agreement (See Note 12) \$3,200.00 50% of 3-40-2020-0901-002

Lines marked during FT23 and incomplete received to project for audit and FT22 cost re-estimated to project line in FT23 until line completed

County Funding - 10/7/23 41270000028
 EDA Blank
 Ralph Yous/Waterwood
 15700-6000/08/07/23
 Deans - Labor/Other
 Pre-paid Labor
 Unallocated

Notes:
 21 Town to allow up to 50% (during incentive period), town to track & verify, county prior to 6/30/23 (see tracking file), town to reimburse at 6/30/23.
 \$24,000. FT24 total to be contributed by 6/30/24.
 22 As of 5/31/23 Town to send of significant invoices including pipe, engineering, excavator rental to county, County to fund town and town pay other amounts to county upon each line completion and report reimbursement of all other smaller items, Water Div. staff to provide detail cost analysis to county upon each line completion.
 23 Water Div. required to audit and promptly send all invoices to Finance Department.

Account	Estimate	Balance	Revenue	Expenses	Net	Notes
FT02	74,202.49	-	-	-	74,202.49	
FT03	148,405.00	-	-	-	148,405.00	
6A, FT23	148,333.07	-	-	-	148,333.07	
FT02	(972,487.51)	(142,241.399)	-	-	(1,114,728.909)	
FT02	(21,378.02)	(53,844.75)	-	-	(75,222.77)	
FT22 AB	288,094.85	136,284.14	-	-	424,378.99	
Balance Forward (unbalanced)	47,233.02	-	-	-	47,233.02	
FT03	751,257.12 (A)	256,203.00	309,368.00	155,340.00	309,368.12	
CHAMBERS	-	(28,514.82)	(34,138.44)	64,294.89	-	
FT03	105,398.52 (B)	33,806.60	-	-	139,205.12	
FT03	148,405.00 (C)	-	-	-	148,405.00	
FT03	78,387.48	-	-	-	78,387.48	
FT03	35,588.34	-	-	-	35,588.34	
FT03	33,323.69	-	-	-	33,323.69	
FT03	84,095.22	-	-	-	84,095.22	
FT03	94,048.72	-	-	-	94,048.72	
FT03	74,202.50	-	-	-	74,202.50	
FT03	202,217.98	-	-	-	202,217.98	
FT03	93,524.57	-	-	-	93,524.57	
FT03	94,200.00	-	-	-	94,200.00	
FT03	(29,341.48)	(8,890.50)	(8,890.50)	(8,890.50)	-	
Balance Forward (unbalanced) incl. FT02/23 carryover	(1,089,234.42)	(790,109.40)	(571,602.40)	(335,202.80)	(1,705,014.60)	
6A, FT23	833,662.44	-	-	-	833,662.44	
County Funding, Invoice #23, 6/3/23	123,673.84	-	-	-	123,673.84	
County Funding, Invoice #20, 8/3/23	130,659.49	-	-	-	130,659.49	
County Funding, Invoice #21, 8/3/23	7,346.38	-	-	-	7,346.38	
County Funding, Invoice #22, 8/3/23	48,337.38	-	-	-	48,337.38	
County Funding, Invoice #23, 8/3/23	107,098.53	-	-	-	107,098.53	
County Funding, Invoice #20, 8/31/23	74,202.50	-	-	-	74,202.50	
County Funding, Invoice #21, 8/31/23	390,094.34	-	-	-	390,094.34	
County Funding, Invoice #22, 8/31/23	11,220,428.80	-	-	-	11,220,428.80	
Repayments - 1/1/20	385,347.84	-	-	-	385,347.84	
FT04	-	-	157,000.00	157,000.00	-	
Complete FT02	-	-	157,000.00	157,000.00	-	
Complete FT03	-	-	157,000.00	157,000.00	-	
Complete FT23	-	-	157,000.00	157,000.00	-	
Complete FT24	-	-	157,000.00	157,000.00	-	
Complete FT25	-	-	157,000.00	157,000.00	-	
Complete FT26	-	-	157,000.00	157,000.00	-	
Complete FT27	-	-	157,000.00	157,000.00	-	
Complete FT28	-	-	157,000.00	157,000.00	-	
Complete FT29	-	-	157,000.00	157,000.00	-	
Complete FT30	-	-	157,000.00	157,000.00	-	
Complete FT31	-	-	157,000.00	157,000		

**JONESBOROUGH REPERTORY THEATRE
SCHEDULE OF PLAY REVENUES AND EXPENSES
FISCAL YEAR 2023-24**

Account	Anything Goes 19-30000-3667- 008	USO Show 19-30000-3667- 009	Peter Pan 19-30000-3667- 010	Daunt Beloved 19-30000-3667- 011	It's a Wonderful Life 19-30000-3667-012	The Play that Goes Wrong 19-30000-3667- 013	Beautiful 19-30000-3667- 014	Musical Man 19-30000-3667- 015	Crazy For You 19-30000-3667- 016	Into the Woods 19-30000-3667- 017	Anastasia 19-30000-3667- 018	USA 19-30000-3667- 019	TOTAL
Revenues (through 6/30/23)	\$ 35,873.00	\$ 22,882.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ -	\$ 61,655.50
Expenditures (through 6/30/23)	\$ (21,696.88)	\$ (2,751.30)	\$ (400.00)	\$ (2,050.00)	\$ (844.00)	\$ (2,255.00)	\$ (1,500.00)	\$ (2,750.00)	\$ (5,014.52)	\$ (400.00)	\$ (8,381.98)	\$ -	\$ (47,078.78)
Beginning Balance (7/1/2023)	\$ 14,278.02	\$ 19,844.20	\$ (400.00)	\$ (2,015.00)	\$ (844.00)	\$ (2,215.00)	\$ (1,500.00)	\$ (1,250.00)	\$ (5,014.52)	\$ (400.00)	\$ (8,361.96)	\$ -	\$ 14,086.75
REVENUES:													
July	\$ 3,678.00	\$ 6,007.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,685.00
Guest Sales Fundraising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Guest Tickets	\$ -	\$ 115.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 115.50
Donations	\$ -	\$ 1,693.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ 1,000.00	\$ 2,000.00	\$ -	\$ -	\$ 6,193.00
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ 3,662.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,662.00
Donations	\$ -	\$ 1,700.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,700.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July Total	\$ 3,678.00	\$ 6,007.00	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,750.00	\$ 1,000.00	\$ 2,000.00	\$ -	\$ 3,000.00	\$ 24,201.00
August													
Guest Tickets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September													
Guest Tickets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
September Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
October													
Guest Tickets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
October Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November													
Guest Tickets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December													
Guest Tickets	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues	\$ 6,450.00	\$ 12,878.50	\$ 2,000.00	\$ -	\$ -	\$ -	\$ -	\$ 1,750.00	\$ 2,000.00	\$ 2,000.00	\$ -	\$ 3,000.00	\$ 47,107.00
EXPENSES:													

JONESBOROUGH REPERTORY THEATRE
 SCHEDULE OF PLAY REVENUES AND EXPENSES
 FISCAL YEAR 2023-24

Account	Anything Goes 10-30000-3867-000	USO Show 10-30000-3867-000	Peter Pan 10-30000-3867-010	Dearie Beloved 10-30000-3867-011	It's a Wonderful Life 10-30000-3867-012	The Play that Goes Wrong 10-30000-3867-013	Beautiful 10-30000-3867-014	Music Man 10-30000-3867-015	Crazy For You 10-30000-3867-018	Into the Woods 10-30000-3867-017	Anastasia 10-30000-3867-019	USA 10-30000-3867-019	TOTAL
July													
Costume	\$ (58.96)	\$ (1,329.38)	-	-	-	-	-	-	-	-	-	-	\$ (1,388.34)
Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	\$ (313.85)	\$ (495.85)	-	-	-	-	-	-	-	-	-	-	\$ (809.70)
Production-General	\$ (219.15)	\$ (8,554.35)	-	-	-	-	-	\$ (1,329.63)	\$ (2,222.05)	-	-	-	\$ (17,895.23)
Set	-	\$ (322.28)	-	-	-	-	-	-	-	-	-	-	\$ (322.28)
Sound	-	-	-	-	-	-	-	-	-	-	-	-	-
Props	-	\$ (217.25)	-	-	-	-	-	-	-	-	-	-	\$ (217.25)
Gala	-	\$ (175.11)	-	-	-	-	-	-	-	-	-	-	\$ (175.11)
Wig	-	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-	-
July Total	\$ (658.89)	\$ (10,592.97)	-	-	-	-	-	\$ (1,229.60)	\$ (2,222.05)	-	-	-	\$ (14,713.46)
August													
Costume	-	-	-	-	-	-	-	-	-	-	-	-	-
Lights	-	\$ 71.31	-	-	-	-	-	-	-	-	-	-	\$ 71.31
Marketing	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Production-General	-	\$ (1,603.60)	-	-	-	-	-	-	\$ (76.86)	-	-	-	\$ (1,680.46)
Set	-	\$ (262.69)	-	-	-	-	-	\$ (8,630.05)	-	-	-	-	\$ (8,892.74)
Sound	-	-	-	-	-	-	-	-	-	-	-	-	-
Props	-	-	-	-	-	-	-	-	-	-	-	-	-
Gala	-	-	-	-	-	-	-	-	-	-	-	-	-
Wig	-	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-	-
August Total	-	\$ (1,832.29)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (76.86)	\$ (8,630.05)	-	\$ (105.36)	\$ (9,868.42)
September													
Costume	-	-	-	-	-	-	-	-	-	-	-	-	-
Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Production-General	-	-	-	-	-	-	-	-	-	-	-	-	-
Set	-	-	-	-	-	-	-	-	-	-	-	-	-
Sound	-	-	-	-	-	-	-	-	-	-	-	-	-
Props	-	-	-	-	-	-	-	-	-	-	-	-	-
Gala	-	-	-	-	-	-	-	-	-	-	-	-	-
Wig	-	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-	-
September Total	-	-	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (422.35)	\$ (105.36)	-	\$ (105.36)	\$ (10,282.44)
October													
Costume	-	-	-	-	-	-	-	-	-	-	-	-	-
Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Production-General	-	-	-	-	-	-	-	-	-	-	-	-	-
Set	-	-	-	-	-	-	-	-	-	-	-	-	-
Sound	-	-	-	-	-	-	-	-	-	-	-	-	-
Props	-	-	-	-	-	-	-	-	-	-	-	-	-
Gala	-	-	-	-	-	-	-	-	-	-	-	-	-
Wig	-	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-	-
October Total	-	-	-	-	-	-	-	\$ (3,450.13)	-	-	-	-	\$ (10,382.44)
November													
Costume	-	-	-	-	-	-	-	-	-	-	-	-	-
Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Production-General	-	-	-	-	-	-	-	-	-	-	-	-	-
Set	-	-	-	-	-	-	-	-	-	-	-	-	-
Sound	-	-	-	-	-	-	-	-	-	-	-	-	-
Props	-	-	-	-	-	-	-	-	-	-	-	-	-
Gala	-	-	-	-	-	-	-	-	-	-	-	-	-
Wig	-	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-	-
November Total	-	-	-	-	-	-	-	-	-	-	-	-	-
December													
Costume	-	-	-	-	-	-	-	-	-	-	-	-	-
Lights	-	-	-	-	-	-	-	-	-	-	-	-	-
Marketing	-	-	-	-	-	-	-	-	-	-	-	-	-
Miscellaneous	-	-	-	-	-	-	-	-	-	-	-	-	-
Production-General	-	-	-	-	-	-	-	-	-	-	-	-	-
Set	-	-	-	-	-	-	-	-	-	-	-	-	-
Sound	-	-	-	-	-	-	-	-	-	-	-	-	-
Props	-	-	-	-	-	-	-	-	-	-	-	-	-
Gala	-	-	-	-	-	-	-	-	-	-	-	-	-
Wig	-	-	-	-	-	-	-	-	-	-	-	-	-
Credit Card	-	-	-	-	-	-	-	-	-	-	-	-	-
December Total	-	-	-	-	-	-	-	-	-	-	-	-	-
Year Total	\$ (658.89)	\$ (10,592.97)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (105.36)	\$ (3,450.13)	\$ (422.35)	\$ (105.36)	-	\$ (105.36)	\$ (10,282.44)

**JONESBOROUGH REPERTORY THEATRE
SCHEDULE OF PLAY REVENUES AND EXPENSES
FISCAL YEAR 2023-24**

Account	Anything Goes 10-30000-3487-009	USD Show 10-30000-3487-009	Peter Pan 10-30000-3487-010	Dearie Beloved 10-30000-3487-011	It's a Wonderful Life 10-30000-3487-012	The Play that Goes Wrong 10-30000-3487-013	Beautiful 10-30000-3487-014	Male Male 10-30000-3487-015	Crazy For You 10-30000-3487-016	Into the Woods 10-30000-3487-017	Anastasia 10-30000-3487-018	USA 10-30000-3487-019	TOTAL
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Light	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
November Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Consumes	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Production-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Director/Music Director	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Choreographer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Band	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Credit Card	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Frost	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Guia	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Misc	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses	\$ (668.89)	\$ (12,635.26)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (3,735.36)	\$ (4,689.73)	\$ (2,644.38)	\$ (105.38)	\$ -	\$ (105.38)	\$ (34,995.90)
Revenues Over (Under) Expenses	\$ 22,067.13	\$ 20,184.44	\$ 1,494.62	\$ (2,150.35)	\$ (849.38)	\$ (2,350.38)	\$ (3,785.38)	\$ 8,638.77	\$ (5,158.88)	\$ 1,484.62	\$ 10,251.85	\$ 2,894.62	\$ 36,197.85
Play Closing	\$ 5,516.78	\$ 5,046.11	\$ 373.66	\$ (540.10)	\$ (237.35)	\$ (590.10)	\$ (946.35)	\$ 2,209.69	\$ (1,289.72)	\$ 373.66	\$ (1,590.49)	\$ 723.66	\$ 9,049.46
25% Jennifer Bernhardt	\$ 5,516.78	\$ 5,046.11	\$ 373.66	\$ (540.10)	\$ (237.35)	\$ (590.10)	\$ (946.35)	\$ 2,209.69	\$ (1,289.72)	\$ 373.66	\$ (1,590.49)	\$ 723.66	\$ 9,049.46
25% JRT Checking	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
50% Town of Jonesborough	\$ 11,033.57	\$ 10,092.22	\$ 747.31	\$ (1,080.19)	\$ (474.69)	\$ (1,180.19)	\$ (1,892.69)	\$ 4,419.39	\$ (2,579.44)	\$ 747.31	\$ (3,180.98)	\$ 1,447.31	\$ 18,098.93
	\$ 22,067.13	\$ 20,184.44	\$ 1,494.62	\$ (2,150.35)	\$ (849.38)	\$ (2,350.38)	\$ (3,785.38)	\$ 8,638.77	\$ (5,158.88)	\$ 1,484.62	\$ 10,251.85	\$ 2,894.62	\$ 36,197.85

Reviewed and approved by Jennifer Bernhardt, JRT Education Director

Jennifer Bernhardt, Education Director

**TOWN OF JONESBOROUGH
2023-24 JRT PLAYERS EDUCATION PROGRAM**

Balance 7/1/23 \$6,061.24

Revenues 3-10-30000-3669:

July

Theatre Class Fees (Gross)

Theatre Class Fees (Town portion retained 20%)

Education Workshop

RETURNED CHECKS

Total July

\$-

August

Theatre Class Fees (Gross)

\$16,275.00

Theatre Class Fees (Town portion retained 20%)

Education Workshop

RETURNED CHECKS

\$(100.00)

Total August

\$16,175.00

Total Revenues

\$16,175.00

Expenditures 4-10-14200-4939:

July

Education Director Stipend

5% Class Fees - Education Director

10% Ticket fees - Education Director

\$(445.80)

JRT Player Payments

JRT Player Marketing

JRT Education Teacher Payments

Camp Expense

\$-

Class Expense

Fundraiser

Total July

\$(445.80)

August

Education Director Stipend

5% Class Fees - Education Director

\$(35.00)

10% Ticket fees - Education Director

JRT Player Payments

JRT Player Marketing

JRT Education Teacher Payments

\$(6,250.00)

Camp Expense

\$(86.59)

Class Expense

\$(2,197.29)

Fundraiser

Total August

\$(8,568.88)

Total Expenditures

\$9,014.68

Balance of Funds

\$13,221.56

Reviewed and approved by Janette Gaines, JRT Education Director

Janette Gaines, Education Director

Date

**TOWN OF JONESBOROUGH
SCHEDULE OF REVENUES & EXPENDITURES
2023 WETLANDS WATER PARK SEASON
01/01/2023 THROUGH 8/29/2023**

	Revenues	Expenditures	Monthly Net	YTD Net
January, 2023	\$ -	\$ (7,051.25)	\$ (7,051.25)	\$ (7,051.25)
February, 2023	\$ -	\$ (13,262.09)	\$ (13,262.09)	\$ (20,313.34)
March, 2023	\$ 1,175.00	\$ (47,710.22)	\$ (46,535.22)	\$ (66,848.56)
April, 2023	\$ 5,760.23	\$ (28,739.11)	\$ (22,978.88)	\$ (89,827.44)
May, 2023	\$ 15,299.93	\$ (69,747.11)	\$ (54,447.18)	\$ (144,274.62)
June, 2023	\$ 172,294.75	\$ (156,834.88)	\$ 15,459.87	\$ (128,814.75)
July, 2023	\$ 216,957.32	\$ (102,872.27)	\$ 114,085.05	\$ (14,729.70)
August, 2023	\$ 50,303.32	\$ (44,493.20)	\$ 5,810.12	\$ (8,919.58)
September, 2023	\$ -	\$ -	\$ -	\$ (8,919.58)
October, 2023	\$ -	\$ -	\$ -	\$ -
November, 2023	\$ -	\$ -	\$ -	\$ -
December, 2023	\$ -	\$ -	\$ -	\$ -
Total for 2023	\$ 461,790.55	\$ (470,710.13)	\$ (8,919.58)	

Jonesborough Locally Grown

Profit and Loss by Class

January - July, 2023

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Income				
Fundraising Events				\$0.00
Farm to Table Dinner Sponsors			16,000.00	\$16,000.00
Farm to Table Dinner Ticket Sales			19,304.40	\$19,304.40
Raffle Sales		13.00	141.00	\$154.00
Special Dinners/Events			3,288.77	\$3,288.77
Sponsorships		5,850.00		\$5,850.00
Total Fundraising Events		5,863.00	38,734.17	\$44,597.17
Grants				\$0.00
Build It Up Reimbursement	1,140.00	75.00		\$1,215.00
DUFB Reimbursement	583.00	354.00		\$937.00
FMPP (USDA)			26,035.06	\$26,035.06
NKC Reimbursement		845.74		\$845.74
SCBG (thru TDA)	3,002.43			\$3,002.43
TAEP (thru TDA)		1,500.00		\$1,500.00
Town of Jonesborough - Utilities	2,263.22			\$2,263.22
Total Grants	6,988.65	2,774.74	26,035.06	\$35,798.45
Memberships			6,881.27	\$6,881.27
Other Contributions				\$0.00
Amazon Smile			152.45	\$152.45
Credit card cash back			300.00	\$300.00
Donation - general	326.91	14.00	12,035.00	\$12,375.91
Donations - designated	400.00			\$400.00
Farm Fresh Fit Walking Program	6.00	7,759.00		\$7,765.00
Interest Earned			125.41	\$125.41
Total Other Contributions	732.91	7,773.00	12,612.86	\$21,118.77
Program Service Revenue				\$0.00
Local food sales	25,328.88			\$25,328.88
BSM events	3,736.20			\$3,736.20
BSM Kitchen Sales	19,124.02			\$19,124.02
Catering	1,850.00			\$1,850.00
DTC Sales	79,915.87			\$79,915.87
Token Sales for FM		8,442.00	25.00	\$8,467.00
Wholesale Sales	72,524.20			\$72,524.20
Total Local food sales	202,479.17	8,442.00	25.00	\$210,946.17
Program Fee Income				\$0.00
Vendor Fees	2,105.18	3,615.45		\$5,720.63
Total Program Fee Income	2,105.18	3,615.45		\$5,720.63
Total Program Service Revenue	204,584.35	12,057.45	25.00	\$216,666.80

Jonesborough Locally Grown

Profit and Loss by Class

January - July, 2023

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Sales of Product Income			40.00	\$40.00
Sales of Promotional Products	488.67	1,748.00	145.00	\$2,381.67
Total Income	\$212,794.58	\$30,216.19	\$84,473.36	\$327,484.13
GROSS PROFIT	\$212,794.58	\$30,216.19	\$84,473.36	\$327,484.13
Expenses				
Administrative				\$0.00
Accounting Fees			1,250.00	\$1,250.00
Donor Management Software Fee/Expense			2,012.19	\$2,012.19
Meeting expense			10.72	\$10.72
Postage, Mailing Service			23.40	\$23.40
Professional memberships			75.00	\$75.00
Taxes and License Fees				\$0.00
Annual Registration Fee	325.95		20.46	\$346.41
Business License Fee			210.00	\$210.00
Charitable Solicitation Fee			10.00	\$10.00
Sales Tax Paid	7,850.00			\$7,850.00
Total Taxes and License Fees	8,175.95		240.46	\$8,416.41
Total Administrative	8,175.95		3,611.77	\$11,787.72
cash on hand	0.00		0.00	\$0.00
Facilities and Equipment				\$0.00
Property Expense				\$0.00
Computer/printer/electronics			75.00	\$75.00
Maintenance and Repair Costs	6,712.02			\$6,712.02
Total Property Expense	6,712.02		75.00	\$6,787.02
Utilities				\$0.00
Electric	5,416.69			\$5,416.69
Gas	802.30			\$802.30
Phone/internet	804.37			\$804.37
Total Utilities	7,023.36			\$7,023.36
Total Facilities and Equipment	13,735.38		75.00	\$13,810.38
Operations				\$0.00
Bank and Credit Card Fees	4,186.07	251.84	10.64	\$4,448.55
Farm to Table Dinner Expenses			390.18	\$390.18
Mileage/Travel expenses	132.51	124.92	97.79	\$355.22
Musicians	150.00	600.00		\$750.00
Printing		268.38	326.10	\$594.48

Jonesborough Locally Grown

Profit and Loss by Class

January - July, 2023

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Program Expense (food)				\$0.00
Catering	57.66			\$57.66
Donation In-Kind (JAMA)			78.78	\$78.78
DTC	80,716.17			\$80,716.17
Events	1,366.30		164.01	\$1,530.31
Kitchen	10,601.75			\$10,601.75
Wholesale	65,242.46			\$65,242.46
Total Program Expense (food)	157,984.34		242.79	\$158,227.13
Program Expense (non-food)				\$0.00
Farm Fresh Fit Walking Expenses		2,352.73		\$2,352.73
Token Payments for FM	-5.00	10,668.00	44.00	\$10,707.00
Total Program Expense (non-food)	-5.00	13,020.73	44.00	\$13,059.73
Promotions				\$0.00
Advertising	100.00	4,050.00	1,078.52	\$5,228.52
Promotional Materials	45.00	170.00	60.00	\$275.00
Promotional Products (t-shirts, totes, cookbooks)			2,280.43	\$2,280.43
Total Promotions	145.00	4,220.00	3,418.95	\$7,783.95
Service Expenses				\$0.00
Dishwasher	2,379.53			\$2,379.53
Kitchen Linens	912.14			\$912.14
Pest Control	128.00			\$128.00
Shopkeep	903.00			\$903.00
Subscriptions/Shopping Memberships			104.93	\$104.93
Web hosting/services			799.90	\$799.90
Total Service Expenses	4,322.67		904.83	\$5,227.50
Special Dinner Expenses			690.36	\$690.36
Supplies	79.89	13.16		\$93.05
Cleaning Supplies	141.60			\$141.60
Food Service Consumables	3,168.18			\$3,168.18
Kitchen Supplies	127.78			\$127.78
Office Supplies	371.48		21.99	\$393.47
Paper Products	645.62			\$645.62
Total Supplies	4,534.55	13.16	21.99	\$4,569.70
Total Operations	171,450.14	18,499.03	6,147.63	\$196,096.80
Personnel Expenses				\$0.00
Employees				\$0.00
Hourly	23,762.27		16,733.46	\$40,495.73
Salaried	18,479.12			\$18,479.12
IRA match	1,365.00			\$1,365.00
Total Salaried	19,844.12			\$19,844.12
Total Employees	43,606.39		16,733.46	\$60,339.85

Jonesborough Locally Grown

Profit and Loss by Class

January - July, 2023

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Payroll Expense			17,859.54	\$17,859.54
Unemployment Tax (SUTA)			295.28	\$295.28
Total Payroll Expense			18,154.82	\$18,154.82
QuickBooks Direct Deposit Fee			105.00	\$105.00
Workers Comp Insurance (AccidentFund)			1,457.00	\$1,457.00
Total Personnel Expenses	43,606.39		36,450.28	\$80,056.67
Total Expenses	\$236,967.86	\$18,499.03	\$46,284.68	\$301,751.57
NET OPERATING INCOME	\$ -24,173.28	\$11,717.16	\$38,188.68	\$25,732.56
NET INCOME	\$ -24,173.28	\$11,717.16	\$38,188.68	\$25,732.56

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 2-a

SUBJECT: Mayor Communication – Committee Appointments

PLANNING COMMISSION

Recommendation to re-appoint Richie Hayward to a 3-year term expiring August 2026.

Recommendation to appoint Robin Harpe to fill an unexpired term due to a resignation with the term expiring August 2025

Recommendation to appoint Bob Williams to a vacant 3-year term expiring August 2026

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

DATE: SEPTEMBER 11, 2023 **AGENDA ITEM #:** 2-b

SUBJECT: Mayor Communication – Update Specialty License Plate – Heritage Alliance

See Attached Information

Historic Jonesborough, Oldest Town in Tennessee

Specialty License Plate

Frequently Asked Questions (FAQs)

1. How much does the specialty license plate cost?

The cost to pre-order a plate is \$35. The cost is the same for all TN specialty license plates.

2. When will I receive my new Historic Jonesborough specialty license plate?

Once we receive 1,000 pre-orders, it will take a little over 4 months for the plates to be produced and mailed to local County Clerk offices across the state. The Tennessee Department of Revenue will notify you when the plates have shipped to their local County Clerk's office.

3. Who can purchase the Historic Jonesborough specialty license plate?

All Tennessee residents who have a vehicle registered in Tennessee. The plate is not available for motorcycles, RVs, or commercial vehicles.

4. What information is needed to order the Jonesborough specialty license plate?

Tennessee needs the name of the person who the vehicle is registered to, along with the person's full address, and County of residence. We also collect your email address in case we need to communicate with you about the plate or the incentives being offered. Providing a telephone number is optional.

5. If I already have another specialty plate, can I pre-order the Historic Jonesborough plate?

Absolutely. Your pre-order will be a great help with getting our plate launched. After you try our plate for a year, you can decide whether to keep our plate or go back to your previous plate.

6. What happens to my existing license plate?

Your existing license plate will remain in service until the state notifies you that the new license plate is ready for pickup.

7. I have more than one vehicle registered in Tennessee, can I order more than one plate?

Yes. Please do. When you pre-order the plate, provide the name of the person to whom each automobile is registered. If the additional vehicles are registered to the same person, you would provide the same name and let us know you are pre-ordering two plates.

8. What do I need to do after I submit the payment form?

Not a thing! Once you submit your information and payment, you're all set. Once we reach 1,000 pre-orders, you'll receive a letter from the State of Tennessee at the address you provided. That will let you know your plate is at your county office and ready for pickup.

9. What if I need disabled plates; how does that work?

Disabled persons (physician certified) who pre-order a specialty plate may obtain a "Disabled Driver Decal" from the County Clerk's Office. There is no fee associated for this decal.

10. Can I purchase a plate for someone else?

Yes, if you include the registrant's address and county. If you are paying for it, please include your e-mail address on the information form so that we can match your payment to the appropriate order and send you information about the incentives.

11. Who will the Specialty License Plate Benefit?

A portion of the proceeds from each plate goes to the Heritage Alliance, which will allocate some of the proceeds to the Jonesborough Genealogical Society. Your pre-order of the "Historic Jonesborough" specialty license plate will be an investment into preserving and promoting the history of Northeast Tennessee.

12. What is the Heritage Alliance?

The Heritage Alliance is dedicated to the preservation of the architectural, historical, and cultural heritage of our region. We provide educational experiences related to history and heritage for a wide range of audiences. We operate several historic sites, including the "Chester Inn Museum State Historic Site and Museum" and the "Washington County History Museum". We also partner with several historic sites, entertainment venues, and museums across the region, including the Birthplace of Country Music Museum and the StoryTown Radio Show. Many historic buildings in Northeast Tennessee have been saved due to the efforts of the Heritage Alliance. Some of the buildings that we have closely worked with include the Christopher Taylor House, the Ashe Street Courthouse, the Chuckey Depot, and the Oak Hill School. We also operate the Architectural Salvage Warehouse which preserves and makes available architectural material from structures all over Northeast Tennessee. The Heritage Alliance also works with historic businesses and churches in the region to help them obtain restoration grants.

13. What is the Jonesborough Genealogical Society?

The Jonesborough Genealogical Society provides programming and events related to the promotion, study, research, documentation, and preservation of family heritage and local history in North East Tennessee. The Jonesborough Genealogical Society hosts the Washington County Tennessee Heritage Fair each year in September and offers monthly history presentations and genealogy classes for the public. JGS built an outstanding genealogy and history center at the Washington County Library.

14. What can I do to Help?

Spread the word. Pre-order a plate for ALL of your vehicles. Help a friend or family member pre-order a plate. Sponsor a plate for someone. Post the license plate to your social media accounts. Email your friends. This plate is not just for Jonesborough residents and visitors. The plate is for everyone who values Tennessee's roots and heritage. The Heritage Alliance has a wide reach and has helped advance history and preservation all over North East Tennessee.

15. Can I order one of the other Historic Jonesborough plate designs that were being considered?

Given the huge positive response to all the plate designs that were being considered, the Heritage Alliance is looking into offering the runner-up designs modified for use as keychains, souvenir front plates, or even T-shirts. More info on this will be available at a later date.

16. I understand there are pre-order Incentives. What is being offered?

The Heritage Alliance is partnering with organizations across the Tri-Cities area to offer incentives to the first 1,000 people who sign up for the specialty license plate. The incentives will include items like free and discounted tickets, free 1 year memberships, free town tours, etc. See information at the Heritage Alliance website: <https://www.heritageall.org/>

17. How do I redeem incentives?

The redemption will vary by organization. Some venues may have limited space and need advance registration. See the incentive information page for more information.

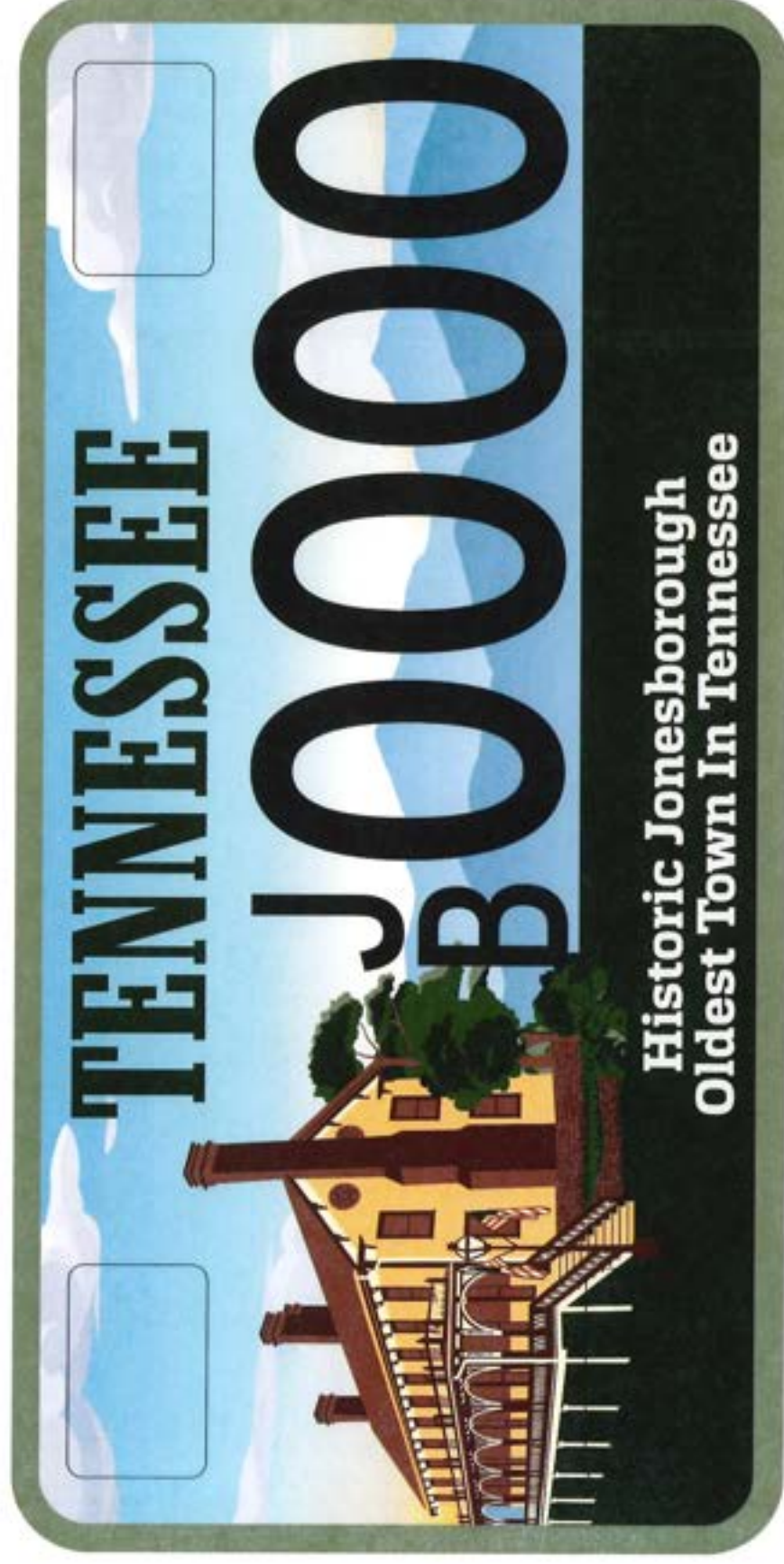
18. What if the Heritage Alliance does not reach 1,000 pre-orders?

The early response has been overwhelming, so we are fairly confident that we will reach 1,000 pre-orders. We have reached over 4,500 unique visitors to our Facebook page. Our license plate has been featured in front page articles in the Johnson City Press and the Herald and Tribune and has been covered in the Morristown Citizen Tribune and the Kingsport Times. It will take a grass-roots effort for all involved, so we need your help. We also are offering incentives to each person who pre-orders a license plate. These incentives have a value of over \$100. In the unlikely event that we do not reach 1,000 pre-orders, we will email each person who pre-ordered to ask them if they would like a refund or would like their \$35 to be considered a donation in lieu of the incentives received.



**Historic Jonesborough
Oldest Town In Tennessee**

Specialty License Plate



Pre-Orders & Information

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

DATE: SEPTEMBER 11, 2023 **AGENDA ITEM #:** 2-c

SUBJECT: Mayor Communication – Proclamation – Schubert Club

See Attached

A PROCLAMATION CELEBRATING

The Schubert Club's 125th Anniversary

WHEREAS,The Schubert Club was organized by a group of like-minded women, most of them members of the Jonesborough Social Club, on October 4, 1898. The club was named after composer Franz Schubert with the members devoting themselves to support the Arts, especially music and literature. The Schubert Club met twice a month until 1962, then changed to a monthly meeting and now meets nine times a year, and

WHEREAS,the Club has never consisted of more than thirty-five members and have had many successful achievements in their 125 years of existence, and

WHEREAS,The Schubert Club is one of the oldest serving women's clubs in the State of Tennessee, with one of their first actions being to join the Women's Christian Temperance Union and support the Town of Jonesborough's library. For many years, the Town's librarian was a member and officer of the club, and the members collected books, raised money and helped to move the library on more than one occasion, and

WHEREAS,The Shubert Club has supported many causes, including 1909 Passage of Education Law, 1913 Petition regarding unjust laws about women, 1915 Support of accurate weight and measurements, 1925 National Child Labor Law, 1927 Renewed appropriations for maternal and infant care, 1930 Reduction of the tariff on rayon and urged support of the World Court, 1931 Wearing cotton to improve the economy of the South, 1942 Condemnation of the banning of recorded music, and 1956 Repeal of the cabaret tax on artists, and

WHEREAS,The Shubert Club partners with the Tuesday Garden Club to host the annual Garden Gala, which is a fundraiser supporting the following organizations within the Town of Jonesborough, such as the library, Jama Food Pantry, the Heritage Alliance, the Storytelling Resource Plan, and the Jonesborough Repertory Theatre, then

NOW THEREFORE I, Chuck Vest, Mayor of the Town of Jonesborough, on behalf of the Board of Mayor and Aldermen and the citizens of the Town, do hereby proclaim Wednesday, October 4, 2023 as The Schubert Club Day, in honor of their 125th Anniversary.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 11th day of September, 2023.

Chuck Vest, Mayor

ATTEST:

Glenn Rosenoff, Town Administrator

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 2-g

SUBJECT: Mayor Communication – Change of October BMA Meeting Date

Approval to change the October 9, 2023 Board of Mayor and Aldermen meeting date to October 16, 2023 at 7:00 p.m.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 6-A

SUBJECT: 2nd Reading – Adoption of 2018 International Energy Conservation Code

BACKGROUND:

Building Inspector JW Greene is recommending the adoption of the 2018 International Energy Conservation Code (IECC) in order for the town to meet minimum State of Tennessee requirements. Mr. Greene has further recommended the amendments as stated in the ordinance for BMA consideration.

RECOMMENDATION:

Approve the Amendment to the Jonesborough Municipal Code as related to Title 4, Chapter 1, adding Section 4-107 Energy Code and adopting the International Energy Conservation Code (IECC) with amendments on second and final reading, as presented.

ORDINANCE NO. 2023-11

**AN ORDINANCE ADOPTING THE 2018 INTERNATIONAL ENERGY
CONSERVATION CODE (IECC)**

WHEREAS, the Town of Jonesborough desires to upgrade its building code and associated codes related to energy to editions compliant with State codes and guidelines; and

WHEREAS, it is the policy of the State of Tennessee to encourage local governments to adopt and enforce local building codes; and

WHEREAS, to meet minimum State of Tennessee requirements, it is the recommendation of the Building Inspector that the Town of Jonesborough adopt the 2018 International Energy Conservation Code with amendments; and

NOW THEREFORE BE IT ORDAINED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that Title 4, Chapter 1 be amended by adding Section 4-107 Energy Code to the chapter and adopting the International Energy Conservation Code (IECC) with the following amendments:

Insert: Jonesborough, Tennessee Section R101.1 Title; and Jonesborough BZA, Section R109 Board of Appeals;

Replace: Table R402.1.2 Insulation and Fenestration Requirement by Component replace with Table R402.1.1 of the 2009 IECC;

Table R402.1.4 Equivalent U-Factors replace with Table R402.1.3 of the 2009 IECC;

Section R402.4.1.2 Testing replace with Section 402.4.2.1 Testing Option and 402.4.2.2 Visual Inspection Option of the 2009 IECC

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

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

Those voting against: _____

PASSED ON FIRST READING August 7, 2023

CHUCK VEST, MAYOR

ATTEST:

ROBERT ANDERSON, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING _____

CHUCK VEST, MAYOR

ATTEST:

TOWN RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 6-B

SUBJECT: Revised Resolution – Capital Outlay Note 2023

BACKGROUND:

I am presenting a correction to the Resolution No. 2023-12 passed at last month's meeting stating the term of the Capital Outlay Note (CON) was ten (10) years where in fact the intent of twelve years as indicated by the amortization schedule originally prepared by Bank of Tennessee when the town requested bids on the CON. Resolution No. 2023-12R attached is the revised resolution under consideration.

Previous Information

The town held 3 budget work sessions and passed the budget in June 2023. The budget included various capital projects (see list attached) and this resolution authorizes the town to borrow \$1,000,000 through a Capital Outlay Note to complete said projects. Projects range from sidewalks, to facility renovations, repairs and equipment, to paving, to park facility improvements, and departmental trucks. A competitive bid process was conducted by the town and Bank of Tennessee had the lowest and most competitive rate at 3.25% over 12 years.

RECOMMENDATION:

Approve the revised Resolution authorizing the issuance, sale, and payment of various capital projects and departmental vehicles Capital Outlay Note 2023 not to exceed \$1,000,000 for a 12-year term, as presented.

CAPITAL PROJECTS FY24 - GENERAL FUND
CAPITAL OUTLAY PROPOSED

General Admin	Other Capital Projects	1100-6180	149,742
Street	W. Main Sidewalk	1320-6346	105,000
"	Oak Grove Curbing and Sidewalk	1320-6347	30,000
"	Lincoln Park Parking Lot	1320-6348	106,000
"	Thompson Meadow Lane Paving	1320-6349	52,000
"	Boone Street Paving	1320-6351	135,000
"	3 2500 4WD Trucks	1320-6352	150,000
Recreation	Depot Street Park Improvements	1420-6328	30,000
"	Slemmons House Painting	1420-6329	16,000
"	Jonesborough Fitness Center	1420-6330	49,000
"	Gillespie Building Roof	1420-6331	41,758
WaterPark	Pump Room Reno. (Equip Only)	1440-6105	120,000
McKinney	Building Maintenance - Capital	1450-4411	15,500
			1,000,000

Capital Outlay Note Resolution

Resolution No. 2023-12R

RESOLUTION OF THE GOVERNING BODY OF
JONESBOROUGH, TENNESSEE,
AUTHORIZING THE ISSUANCE, SALE, AND PAYMENT OF
VARIOUS CAPITAL PROJECTS AND DEPARTMENTAL VEHICLES CAPITAL OUTLAY NOTES
NOT TO EXCEED \$1,000,000

WHEREAS, the Governing Body of the Town of Jonesborough, Tennessee, (the "Local Government") has determined that it is necessary and desirable to issue capital outlay notes in order to provide funds for the following public works project: facility improvements, equipment, vehicles, sidewalks, paving, and various other public work projects "Project"); and

WHEREAS, the Governing Body has determined that the Project is a public works project within the meaning of the Act (as defined below); and

WHEREAS, under the provisions of Parts I, IV and VI of Title 9, Chapter 21, Tennessee Code Annotated (the "Act"), local governments in Tennessee are authorized to finance the cost of this Project through the issuance and sale of interest-bearing capital outlay notes upon the approval of the Comptroller of the Treasury or Comptroller's designee; and

WHEREAS, the Governing Body finds that it is advantageous to the Local Government to authorize the issuance of capital outlay notes to finance the cost of the Project;

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Jonesborough, Tennessee, as follows:

Section 1. For the purpose of providing funds to finance the cost of the Project, the Mayor of the Local Government is hereby authorized in accordance with the terms of this resolution, and upon approval of the Comptroller of the Treasury or Comptroller's designee, to issue and sell interest-bearing capital outlay notes in a principal amount not to exceed One Million Dollars (\$1,000,000) (the "Notes"). The Notes shall be designated "VARIOUS CAPITAL PROJECTS AND DEPARTMENTAL VEHICLES CAPITAL OUTLAY NOTES Capital Outlay Notes, Series 2023"; shall be numbered serially from 1 upwards; shall be dated as of the date of issuance; shall be in denomination(s) as agreed upon with the purchaser; shall be sold at not less than 99% of par value plus accrued interest if any; and shall bear interest at a rate or rates not to exceed three and a quarter per cent (3.25%) per annum, and in no event shall the rate exceed the legal limit provided by law.

Section 2. The Notes shall mature twelve (12) fiscal years after the fiscal year of issuance and, unless otherwise approved by the Comptroller of the Treasury or Comptroller's designee, the Notes shall be amortized through mandatory redemption in amounts reflecting level debt service on the Notes or an equal amount of principal paid in each fiscal year as is agreed upon by the chief executive officer and the Purchaser. The principal amount paid in each fiscal year shall be set forth in the form of the Note. The weighted average maturity of the Notes shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to be 12 years.

Section 3. The Notes shall be subject to redemption at the option of the Local Government, in whole or in part, at any time, at the principal amount and accrued interest to the date of redemption, without a premium, or, if sold at par, with or without a premium of not exceeding one percent (1%) of the principal amount as determined with the purchaser.

Section 4. The Notes shall be direct general obligations of the Local Government, for which the punctual payment of the principal and interest on the Notes, the full faith and credit of the Local Government is irrevocably pledged, and the Local Government hereby pledges its taxing power as to all taxable property in the Local Government for the purpose of providing funds for the payment of principal of and interest on the Notes. The Governing Body of the Local Government hereby authorizes the levy and collection of a special tax on all taxable property of the Local Government over and above all other taxes authorized by the Local Government to create a sinking fund to retire the Notes with interest as they mature in an amount necessary for that purpose.

Section 5. The Notes shall be executed in the name of the Local Government; shall bear the signature of the chief executive officer of the Local Government and the signature of the recording officer of the Local Government and shall be payable as to principal and interest at the office of recording officer of the Local Government or at the office of the paying agent duly appointed by the Local Government. Proceeds of the Notes shall be deposited with the official designated by law as custodian of the funds of the Local Government. All proceeds shall be paid out for financing the Project pursuant to this Resolution and as required by law.

Section 6. The Notes will be issued in fully registered form and that at all times during which any Note remains outstanding and unpaid, the Local Government or its agent shall keep or cause to be kept at its office a note register for the registration, exchange or transfer of the Notes. The note register, if held by an agent of the Local Government, shall at all times be open for inspection by the Local Government or any duly authorized officer of the Local Government. Each Note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the registered owner of the Note in person or by the registered owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent together with a written instrument or transfer satisfactory to the Local Government duly executed by the registered owner or the registered owner's duly authorized attorney. Upon the transfer of any such Note, the Local Government shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered Notes. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Section 7. The Notes shall be in substantially the form attached as Attachment 1 with only changes as are necessary or appropriate to comply with the requirements of the purchaser thereof as determined by the chief executive officer.

Section 8. The Notes shall be sold through the informal bid process provided in Tenn. Code Ann. Section 9-21-609.

Section 9. The Notes shall not be sold until receipt of the Comptroller of the Treasury or Comptroller's Designee's written approval for the sale of the Notes.

Section 10. The chief executive officer is authorized to designate the Notes as qualified tax-exempt obligations for the purpose of Section 265(b) (3) of the Internal Revenue Code of 1986 if so eligible to be designated.

Section 11. After the sale of the Notes, and for each year that any of the Notes are outstanding, the Local Government shall prepare an annual budget and budget ordinance in a form consistent with accepted governmental standards and as approved by the Comptroller of the Treasury or Comptroller's designee. The budget shall be kept balanced during the life of the Notes and shall appropriate sufficient monies to pay all annual debt service. The annual budget and ordinance shall be submitted to the Comptroller of the Treasury or Comptroller's designee immediately upon its adoption; however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, Tennessee Code Annotated (the "Statutes"). If the Comptroller of the Treasury or Comptroller's designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's designee.

Section 12. All orders or resolutions in conflict with this Resolution are hereby repealed insofar as such conflict exists and this Resolution shall become effective immediately upon its passage.

Duly passed and approved this 7th day of August, 2023.

Chuck Vest, Mayor

ATTESTED:

Glenn Rosenoff, Town Administrator

Attachment 1
CAPITAL OUTLAY NOTE FORM

Registered Note No. _____

Registered \$ _____

Town of Jonesborough
of the State of Tennessee
Capital Outlay Notes, Series 2023

DATED: _____

INTEREST RATE: _____

MATURITY DATE: _____

Registered Owner: Bank of Tennessee

Principal Sum: \$1,000,000.00

Town of Jonesborough, Tennessee (the Local Government) hereby acknowledges itself indebted, and for value received hereby promises to pay to the Registered Owner hereof (named above), or registered assigns, the Principal Sum specified above on the Maturity Date specified above or according to an amortization schedule attached hereto (unless this note shall have been duly called for prior redemption and payment of the redemption price shall have been duly made or provided for), upon presentation and surrender to the Local Government or its agent, and to pay interest on the Principal Sum on _____ and thereafter on _____ of each year at the Interest Rate per annum specified above or according to an amortization schedule attached hereto, by check, draft, or warrant mailed to the Registered Owner at the address of the Registered Owner as it appears on the fifteenth (15th) calendar day of the month next preceding the applicable payment date in the note register maintained by or on behalf of the _____ Local Government. Both principal of and interest on this note are payable at the office of the Of the Local Government or a paying agent duly appointed by the Local Government in lawful money of the United States of America.

This note is a direct obligation of the Local Government for the payment of which as to both principal and interest the full faith and credit of the Local Government is pledged.

[This note is subject to redemption prior to its stated maturity in whole or in part at any time at the option of the Local Government upon payment of the principal amount of the note together with the interest accrued thereon to the date of redemption with a premium of _____% of par value.][This note is not subject to redemption prior to maturity.] [Select one option.]

This note is issued under the authority of Parts I, IV, and VI of Title 9, Chapter 21, Tennessee Code Annotated, and a Resolution duly adopted by the Governing Body of the Local Government meeting on the 7th day of August, 2023 (the "Resolution") to provide funds to finance the cost of public works projects referenced in the Resolution.

This note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the Registered Owner of the note in person or by the Registered Owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent of the note together with a written instrument of transfer satisfactory to the Local Government duly executed by the Registered Owner or the Registered Owner's duly authorized attorney but only in the manner as provided in the Resolution of the Local Government authorizing the issuance of this note and upon surrender hereof for cancellation. Upon the transfer of any such note, the Local Government or its agent shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered note. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Pursuant to Tenn. Code Ann. Section 9-21-117, this note and interest thereon are exempt from all state, county, and municipal taxation except for inheritance, transfer and estate taxes and except as otherwise provided under the laws of 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 note exist, have happened and have been performed in due time, form and manner as required by the Constitution and laws of the State of Tennessee, and that the amount of this note, together with all other indebtedness of the Local Government, does not exceed any constitutional or statutory limitation thereon, and that this note is within every constitutional and statutory limitation.

IN WITNESS WHEREOF, the Governing Body of the Local Government has caused this note to be executed in the name of the Local Government by the signature of the _____ and attested by the signature of the _____ with the Seal of the Local Government affixed hereto or imprinted hereon, and this note to be dated as of the _____ day of 20____.

Chuck Vest, Mayor

ATTESTED:

Glenn Rosenoff, Town Administrator

ASSIGNMENT

Note No. _____

Amount: \$ _____

For value received, the undersigned hereby sells, assigns, and transfers unto

(Name and Address of assignee)

(Please indicate social security or other tax identifying number of assignee)

The within-mentioned note and hereby irrevocably constitutes and appoints _____
attorney-in-fact, to transfer the same on the note register in the office of the _____
_____ or the agent of the Local Government with full power of substitution in the premises.

Date: _____

Assignor: _____

Address: _____

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-A

SUBJECT: Renaming of the McKinney Center Scholarship Fund

BACKGROUND:

McKinney Center Director Theresa Hammons has provided wonderful background regarding Marion Louise Birdwell McKinney and her family establishing the Ernest L. McKinney Memorial Scholarship Fund in 2021.

Since that time, the McKinney Family and the McKinney Center's annual fundraiser, Masterpiece Mingle, has raised \$17,126.94 towards the Scholarship Fund. These funds support families and children (grades K-12) who wish to increase their art education all over the region; who meet a financial need; can take a free class at the McKinney Center each semester. These funds cover the cost of the class including supplies.

Mrs. Marion served as liaison, mentor, and friend, to the staff at the McKinney Center, and we were blessed to have her as a part of our events and activities. She was a person to admire and to respect. We enjoyed her visits to the Center, lunches at her home, and many, many, conversations.

Born on September 10, 1929, Mrs. Marion was a life-long resident of Jonesborough. She was educated in the segregated school system in Washington County TN, attending Jonesborough Colored School (grades 1-4) and Booker T. Washington School for grades 5-8. She graduated Swift High School and Swift Memorial Junior College in Rogersville, TN.

Mrs. Marion completed LPN Nursing School at the Johnson City Vocational School on March 12, 1959, becoming the first African-American nurse at the Johnson City Memorial Hospital. She received her Bachelor of Science degree in Social Work from East Tennessee State University in 1971 and retired from the Washington County School System after twenty years as a Social Worker. Marion married Ernest L. McKinney, Sr., on April 8, 1950. Ernest died on November 30, 2009. Throughout her life and career, she was a tireless activist and counselor.

We lost Mrs. McKinney on June 17, 2023 at the age of 93. Because of her trailblazing accomplishments and lifelong love for Jonesborough, it is fitting that we remember and

memorialize her at this BMA meeting today, September 11, by renaming the scholarship as **"The Ernest L and Marion B. McKinney Memorial Scholarship Fund"**.

I concur with Theresa and highly recommend the renaming of the scholarship as presented above.

RECOMMENDATION:

In honor of our great friend Marion B. McKinney, approve renaming the scholarship from the "Ernest L. McKinney Memorial Scholarship Fund" to "The Ernest L and Marion B. McKinney Memorial Scholarship Fund", as presented.

MEMO

To: Chuck Vest and Glenn Rosenoff
From: Theresa Hammons
Date: August 28, 2023
Re: Renaming of Ernest L. McKinney Memorial Scholarship Fund.

Marion Louise Birdwell McKinney and her family established the Ernest L. McKinney Memorial Scholarship Fund in 2021. Since that time, the McKinney Family and the McKinney Center's annual fundraiser, Masterpiece Mingle, has raised \$17,126.94 towards the Scholarship Fund. These funds support families and children (grades K-12) who wish to increase their art education all over the region; who meet a financial need; can take a free class at the McKinney Center each semester. These funds cover the cost of the class including supplies.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-B

SUBJECT: Agreement with Washington County Election Commission

BACKGROUND:

The Jonesborough Visitor's Center been a predominant space to serve the Washington County Election Commission (WCEC) as a voting site for election activities. The WCEC Director Dana Jones is requesting approval for the Agreement between the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee and the Washington County Election Commission use the Visitor's Center on election days on March 5, 2024, August 1, 2024, and November 5, 2024, **with access** and use of the reserved space (auditorium) the day prior to the election days March 4, 2024, July 31, 2024, and November 4, 2024. (Agreement Attached)

RECOMMENDATION:

Approve the Agreement with the Washington County Election Commission in its entirety, as presented.

**BUILDING USE AGREEMENT
TOWN OF JONESBOROUGH VISITORS CENTER**

Section I

Parties

This agreement is made between the MAYOR AND ALDERMEN of the TOWN OF JONESBOROUGH, TENNESSEE (Owner) and Washington County Election Commission (Election Commission).

Section II

Description of Premises

Owner agrees to allow Election Commission to use a portion of the building located 117 Boone Street in Jonesborough, Tennessee as presently constituted and known as Historic Jonesborough Visitors Center & Old Town Emporium, referred to below as the "premises" which includes a retail area and Town of Jonesborough employee offices.

Section III

Term of Lease

This Agreement is exclusively for use as a voting site during on election days on March 5, 2024 August 1, 2024 and November 5, 2024 with access and use of the Premises the day prior to the election days: March 4, 2024, July 31, 2024, and November 4, 2024.

Section VI

Usage Terms

Owner agrees to let the Election Commission use the premises to conduct elections required by law. The Election Commission shall have reasonable access before the election to prepare the facility for the election and to inspect the premises. The Town Administrator, Glenn Rosenoff, is the contract person for Owner and Dana Jones, Washington County Election Administrator, is the contact person for the Election Commission to coordinate the details of the Election Commission's usage of the building.

Election Commission agrees to abide by any rules or regulations for the use of the building attached to this Agreement.

Election Commission promises and warrants that it is self-insured and is financially capable of handling any liability which may accrue to it as a result of its and the public's usage of the building to conduct an election.

Election Commission agrees to be responsible for preparing and checking the area for safety and

to determine if it is suitable to conduct an election. The Election Commission understands the Owner is without expertise to make this determination and that the Owner is relying on the Election Commission to determine if the facility is safe for use by the public for an election.

Election Commission agrees to conduct a visual inspection of the building, including entrances and exists, prior to each use, to determine that the building is safe and in a non-hazardous condition and suitable for the Election Commission's purposes. Owner agrees to disclose all known conditions that may present hazardous conditions to the customary use and enjoyment of the premises.

Owner agrees to the Election Commission rekeying portions of the building as required to conduct elections. Election Commission agrees to return all rekeyed locks to the original condition on return of the property.

Election Commission shall be liable for all damages arising out of any damage to any person or property occurring in, on, or about the premises and the building attributable to the use of the premises by the Election Commission or its guests, invitees or general public who prepare for, conduct or participate in voting at the property.

No use shall be made or permitted to be made of the building, nor acts done, that will increase the existing rate of insurance upon the building, or cause a cancellation of any insurance policy covering the building, or any part of it, nor shall Election Commission permit to be kept, used, stored, in or about the premises any article that may be prohibited by the standard form of fire insurance policies.

Election Commission shall not do or permit anything to be done in or about the premises or allow the premises to be used for any immoral, unlawful, or objectionable purposes. No loudspeakers or other similar device, system, or apparatus which can be heard outside the premises shall, without the prior written approval of the Owner, be used in or at the premises. Election Commission shall not commit, or suffer to be committed, any waste upon the premises, or any nuisance (public or private) or other act or thing of any kind whatsoever that may disturb the quiet enjoyment or cause unreasonable annoyance to the neighboring retail area or offices.

WASHINGTON COUNTY ELECTION COMMISSION

BY: _____
Gary McAllister, Chairman

DATE: _____

MAYOR AND ALDERMEN of the TOWN OF JONESBOROUGH,
TENNESSEE

BY: _____
Glenn Rosenoff, Town Administrator

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-C

SUBJECT: Revisions to the Senior Center Advisory Committee By-Laws

BACKGROUND:

Senior Center Director Mary Regen has provided a memorandum detailing her recommendation to the BMA to approve changes to the Jonesborough Senior Center Bylaws.

The Jonesborough Senior Center Advisory Board met in July 2023 to elect officers and review the Bylaws. The Advisory Board had a working meeting in June to review and discuss the changes they recommended in the Bylaws document. They discussed and voted on their preference to hold the annual meeting during the month of July to be in line with the Town of Jonesborough's fiscal year which begins July 1st.

Ms. Regen provided the revised Bylaws (see attached/highlighted) as was unanimously approved by the Senior Center board.

RECOMMENDATION:

Approve the revised Jonesborough Senior Center Bylaws, as presented.

Memo:

To: Mayor Vest

From: Mary Regen

Date 8/25/23

The Jonesborough Senior Center Advisory Board met in July to elect officers and review the Bylaws. The Advisory Board had a working meeting in June to review and discuss the changes they recommended in the Bylaws document. They discussed and voted on their preference to hold the annual meeting in July to be in line with the Town of Jonesborough's fiscal year. Attached to this memo; includes the highlighted suggested changes to the Bylaws and the minutes from the Advisory Board Meeting documenting the Advisory Boards unanimous vote to approve these changes.

I am submitting this recommendation for your approval on making the highlighted changes to the Jonesborough Senior Center Bylaws.

Respectfully,


Mary Regen

EXHIBIT "A"
BYLAWS OF
THE JONESBOROUGH AREA
SENIOR CITIZENS ADVISORY COMMITTEE

ARTICLE I – THE COMMITTEE

Section 1 – Name of Committee – the name of the Committee shall be the Jonesborough Area Senior Citizens Advisory Committee.

Section 2 – Purpose of Committee – The role of the Advisory Committee shall be to:

- A. Advise and make recommendations regarding policy matters to the governing board.
- B. Review the role of the Senior Citizen Center Director periodically.
- C. Evaluate the effectiveness of existing programs and activities within the center and make appropriate recommendations.
- D. Propose new services and activities for the Senior Center.
- E. Review and recommend for approval to the governing board the annual budget request for funds.
- F. Conduct periodic review of bylaws.
- G. Monitor the Center's Special Projects Fund

Section 3 – Advisory Committee Composition – The Advisory Committee shall be at least 10 members appointed for a **three (3)** year term by the Mayor, who meet **at least one** of the membership categories of the Tennessee Commission on Aging as follows:

- A. Member of the Senior Citizen Center.
- B. Nutrition project participant.
- C. Local elected official or a representative.
- D. A minority representative.
- E. Low-income person.
- F. Representative from local business sector.
- G. At least one representative from other communities within the county or area served by the Senior Center.
- H. A representative from a social service agency.

ARTICLE II – OFFICERS

Section 1 – Officers – The officers of the Committee shall be a chairman, a vice-chairman and a secretary.

Section 2 – Elections – The chairman, vice-chairman and secretary shall be elected at the **July annual** meeting of the Committee for a one-year term with eligibility for re-election.

Section 3 – Chairman – The Chairman shall preside at all meetings of the Committee. The Chairman shall sign all contracts, reports and instruments made by the Committee, except as otherwise authorized by the Committee. At each meeting, the Chairman shall submit such recommendations and information as the Chairman may consider proper concerning the business affairs and policies of the Committee. **The Chairman** may appoint any Committees **deemed** necessary.

Section 4 – Vice-Chairman – In the absence or incapacity of the Chairman, the Vice-Chairman shall perform **such** duties until the Chairman resumes **the** duties or until such a time as a new Chairman is elected.

Section 5 – Secretary – The Secretary shall keep a full record of all proceedings of the Committee, including a record of all the votes, in a journal identified as the "Minutes of the **Jonesborough Area** Senior Citizens Advisory Committee", and shall perform other duties regarding the records, including the certification of transcripts, as the Committee may direct.

Section 6 – Vacancies – Should the office of Chairman, Vice-Chairman, or Secretary become vacant, the Committee shall, at its next regular meeting, elect a successor for the unexpired term of said officer. Any vacancy in an appointive membership shall be filled for the unexpired term by the Mayor, who shall also have the authority to remove any appointive member for just cause.

Section 7 - Director of the Senior Citizens Program – The Director, who is hired by the governing board, shall be the technical advisor to the Committee.

ARTICLE III – MEETINGS

Section 1 – Regular Meetings – Regular meetings of the Committee shall be held monthly on the Fourth Thursday of each month at **4:00** P.M. at the Senior Center, or at such other place/time as may be designated.

Section 2 – Special Meetings – The Chairman of the Committee may, when deemed expedient, or upon the written request of two members of the Committee, call a special meeting of the Committee for the purpose of transacting any business designated in the call. The call for such special meeting may be **hand**-delivered to each member or may be e-mailed or mailed to member at such address as the member shall have previously designated. At such special meeting, no business shall be considered other than what is designated in the call. However, if all the members of the Committee are present at the meeting, any and all business may be transacted at such special meeting.

Section 3 – Annual Meeting – The annual meeting of the Committee shall be held at the first meeting in July each year at 4:00 P.M. at the Senior Center or at such other place/time as may be designated. It shall be the purpose of the annual meeting to review the annual report, review work goals for the year ahead, review Bylaws, review Conflict of Interest statement and elect officers for the fiscal year ahead.

Section 4 – Quorum – a simple majority of the Advisory Committee shall constitute a quorum for the purpose of conducting the business of the Committee. A smaller number may adjourn from time to time until a quorum is obtained. The concurring vote of the majority of the Advisory Committee present shall be required to take final action on any matter before the Committee.

Section 5 – Manner of Voting – The voting on all questions coming before the Committee shall be by roll call and the ayes and nays shall be entered upon the minutes of such meeting, except that when the vote of all Committee members present is unanimous, the record of such unanimous vote shall be sufficient.

- A. In accordance with guidelines set forth by the Tennessee Commission on Aging, members of the governing body of the multipurpose agency (e.g., city council, county commission, agency board of directors) may not serve as voting members of the Advisory Committee.

Section 6 – Missed Meetings – If any member misses three consecutive meetings without notifying the technical advisor, it shall be recommended to the Mayor that the member's appointment be terminated.

ARTICLE IV – AMENDMENTS

Section 1 – Amendments of the Bylaws – the bylaws of this Committee may be amended at a regular or special meeting, but no amendment shall be adopted unless at least four (4) days written notice thereof has been previously given to all members of the Committee.

Section 2 – Approval – These bylaws and any amendments are subject to the approval of the governing board.

JONESBOROUGH AREA SENIOR CITIZENS ADVISORY COMMITTEE

Annual Meeting Minutes for July 27, 2023

Members Present: Tom Pardue
Phyllis Fabozzi
Pauline Douglas
Joe Allison
Pat Wolfe
Carlos Turriate
Mike Willis
Hing Wong
Charlene MacIntyre

Members Absent: Linda Bradley

Senior Center Staff Present: Mary Regen

Next Meeting: August 24, 2023 at 4:00 p.m.

- 1. Approval of Minutes;**
Minutes from June 22, 2023 meeting were reviewed. A motion to approve was made by Phyllis Fabozzi. Seconded by Hing Wong. Approved by unanimous Board vote.
- 2. Financial Accounts Review**
Mary Regen provided handouts detailing June statements and advised current balances. Mary advised that membership to date totals 1,345. She acknowledged the staff for their work during the membership renewal. Also, especially thanked staff member, Carol Clatterbuck, for her initiative to call members whose fees are paid by insurance who had not yet renewed. A motion to approve the June financial accounts was made by Pat Wolfe. Seconded by Pauline Douglas. Approved by unanimous Board vote.
- 3. Old/Unfinished Business**
There was no old/unfinished business to discuss.
- 4. New Business – Annual Election of Officers**
Discussion was held on election of officers. Recommendation made that the current Officer's be elected as follows: Tom Pardue as Chairman; Phyllis Fabozzi as Vice Chairman; and Charlene MacIntyre as Secretary. A motion to approve the Officers was made by Pat Wolfe. Seconded by Hing Wong. Approved by unanimous Board vote.
- 5. New Business – Annual Review of Advisory Board Bylaws**
Charlene MacIntyre presented a review of the revised Bylaws. A motion to approve the revised Bylaws was made by Mike Willis. Seconded by Pat Wolfe. Approved by unanimous Board vote.
- 6. New Business – Annual Review of Conflict of Interest Policy**
Mary Regen provided a copy of the current Conflict of Interest Policy. Committee members requested they review and discuss/vote at the August meeting.
- 7. New Business – Annual Review of Annual Report.**
Mary Regen provided a copy of the current Annual Report and reviewed contents in report. Mary advised that since the MyRide inception in December 2018, 6,274 rides have been given. To date 2023, 1,859 rides have been given.
- 8. New Business – Annual Review of Senior Center Goals for 2023-2024**
Mary Regen advised that one of her top goals for the next year is to take the mission of the Senior Center outside the walls of the building. This includes MyRide, Meals on Wheels, and Lincoln Park. She is working to continue to grow the opportunities provided by having Lincoln Park next to the Center. Discussion was held that winter activities will be moved to either the park classroom or to the Center if no conflict with current activities. The television for zoom classes is being worked on and should be functional shortly.

9. **New Business – Upcoming Events, Trip and Programs**

Mary Regen distributed the August Center calendar. She advised she met with the Human Resource Agency (Meals on Wheels) to discuss their mandate on serving meals from the Meals on Wheels trays. She has received approval for meals to be served in plates. Center staff will take a Serve Safe training class. A new dishwasher will also be purchased.

Mary expects to take delivery of the golf cart next week. A hitch and utility cart have also been purchased.

Mary is still awaiting an answer on the \$8,000 grant she applied for.

Updates on Lincoln Park:

- There will be a rental policy of \$50 an hour for the amphitheater and \$30 an hour for the pavilion.
- The Town to repair the pickleball court. The concrete will be painted.
- Discussion of holding beginner and advanced pickleball classes with one possibly being held at Stage Park
- Shuffleboard court is being reglued. The Senior Olympics shuffleboard tournament will be held next year at Lincoln Park

Motion to adjourn made by Pat Wolfe. Seconded by Phyllis Fabozzi. Approved by unanimous Board vote.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-1

SUBJECT: Approval of Bids: Roof Replacement – Elmer Gillespie Building

BACKGROUND:

The Town solicited bids for the replacement of the roof and guttering at the Elmer Gillespie building. The roof has been repaired numerous times and the guttering is rusted beyond repair. The bids were publicly opened on Tuesday, September 05, 2023, at 10:00am.

The Town received two bids for this project. The bids were as follows:

- Barnard Roofing \$53,670.00
- ATD Restoration LLC \$60,400.00

There was \$41,758.00 set aside in capital projects for the Elmer Gillespie building roof replacement; therefore, the project is over budget by \$11,912.00.

RECOMMENDATION:

I am recommending awarding the bid to Barnard Roofing as they submitted the low bid.

**NOTICE TO BID
TOWN OF JONESBOROUGH
ROOF REPLACEMENT AT THE ELMER GILLESPIE BUILDING**

The Town of Jonesborough is accepting bids on the labor and materials to replace the roof and guttering at 1521 Persimmon Ridge Road. The building is the Elmer Gillespie Building. Bids will be received until 10:00 am, Tuesday September 05, 2023, at Town Hall, 123 Boone Street Jonesborough TN 37659, at which time they will be publicly opened.

BID SPECIFICATIONS

GENERAL: The Town of Jonesborough is pursuing the replacement of the roof and the guttering at the Elmer Gillespie Building. All roofing materials and the guttering are to be removed and replaced with new roofing and guttering material.

The guttering is to be a minimum of 8-inch aluminum continuous guttering.

The roof material shall be metal.

Bidder is responsible for the removal of all material from the roof and the site.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- A building permit for the construction work must be obtained from the Jonesborough Building Inspector; however, the permit will be issued without cost. The Jonesborough Building Inspection staff will undertake all normal inspections.
- Bidder must include a timeline for completing the project.
- replacement of the new roof and guttering must be completed by December 31, 2023. The bidder should be mindful of weather forecast prior to beginning project as the building is currently occupied.
- Bidder must specify warranty on materials and labor.
- Bidder must provide a full warranty on workmanship performed for a period of one (1) year following acceptance of completed work.
- Contractor must provide a list of any subcontractors, if any, to be utilized on the project.
- Bidder must list at three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.
- Bidder must be a licensed contractor in the state of Tennessee and provide copy a of the license with the bid.

INSURANCE:

- The winning bidder must provide proof of workers compensation insurance covering their workers on the project.
- The winning bidder must carry a minimum of \$1 million dollars of liability insurance and provide the Town with proof of insurance.

Criteria for bid award will be based on labor/material cost of construction, successful experience on similar projects, work force availability, material availability, projected completion of the project, and previous customer satisfaction.

The Jonesborough Board of Mayor and Alderman reserves the right to reject any and all bids and to waive any formalities.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Elmer Gillespie Building Roof/Gutter Replacement

September 05, 2023

ROOF REPLACEMENT \$ _____

GUTTER REPLACEMENT \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ **FAX:** _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Elmer Gillespie Building Roof/Gutter Replacement

September 05, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-2

SUBJECT: Approval of Bids: Roof Replacement – Fitness Center Building

BACKGROUND:

The Town solicited bids for the replacement of the roof and guttering at the Fitness Center building. The roof has been repaired numerous times and the guttering is rusted beyond repair. The bids were publicly opened on Tuesday, September 05, 2023, at 10:00am.

The Town received two bids for this project. The bids were as follows:

- Barnard Roofing \$59,930.00
- ATD Restoration LLC \$69,700.00

There was \$49,000.00 set aside in capital projects for the Fitness Center building roof replacement; therefore, the project is over budget by \$10,930.00.

RECOMMENDATION:

I am recommending awarding the bid to Barnard Roofing as they submitted the low bid.

**NOTICE TO BID
TOWN OF JONESBOROUGH
ROOF REPLACEMENT AT THE FITNESS CENTER**

The Town of Jonesborough is accepting bids on the labor and materials to replace the roof and guttering at 1523 Persimmon Ridge Road. The building is the Fitness Center/Public Safety Training Center Building. Bids will be received until 10:00 am. Tuesday September 05, 2023, at Town Hall, 123 Boone Street Jonesborough TN 37659, at which time they will be publicly opened.

BID SPECIFICATIONS

GENERAL: The Town of Jonesborough is pursuing the replacement of the roof and the guttering at the Fitness Center Building. All roofing materials and the guttering are to be removed and replaced with new roofing and guttering material.

The guttering is to be a minimum of 8-inch aluminum continuous guttering.

The roof material shall be metal.

Bidder is responsible for the removal of all material from the roof and the site.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- A building permit for the construction work must be obtained from the Jonesborough Building Inspector; however, the permit will be issued without cost. The Jonesborough Building Inspection staff will undertake all normal inspections.
- Bidder must include a timeline for completing the project.
- Replacement of the new roof and guttering must be completed by December 31, 2023. The bidder should be mindful of weather forecast prior to beginning project as the building is currently occupied.
- Bidder must specify warranty on materials and labor.
- Bidder must provide a full warranty on workmanship performed for a period of one (1) year following acceptance of completed work.
- Contractor must provide a list of any subcontractors, if any, to be utilized on the project.
- Bidder must list at three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.
- Bidder must be a licensed contractor in the state of Tennessee and provide a copy of the license with the bid.

INSURANCE:

- The winning bidder must provide proof of workers compensation insurance covering their workers on the project.
- The winning bidder must carry a minimum of \$1 million dollars of liability insurance and provide the Town with proof of insurance.

Criteria for bid award will be based on labor/material cost of construction, successful experience on similar projects, work force availability, material availability, projected completion of the project, and previous customer satisfaction.

The Jonesborough Board of Mayor and Alderman reserves the right to reject any and all bids and to waive any formalities.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Fitness Center Roof/Gutter Replacement

September 05, 2023

ROOF REPLACEMENT \$ _____

GUTTER REPLACEMENT \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Fitness Center Roof/Gutter Replacement

September 05, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-3

SUBJECT: Approval of Bids: Boone Street Milling/Paving/Curbing

BACKGROUND:

The Town solicited bids for a section of curb replacement, milling, geo-membrane and installation, binder and asphalt for Boone Street. The scope of the project is from Lincoln Avenue to Main Street. The bids were publicly opened on Wednesday, September 06, 2023, at 10:00am.

The Town received two bids for this project. The bids were as follows:

- Pavewell \$465,485.90
- Summers-Taylor \$365,290.00

The low bid is broken down as follows:

- | | |
|--------------------|--------------|
| • Milling | \$42,000.00 |
| • Geo-Membrane | \$20,000.00 |
| • Stone | \$33,600.00 |
| • Curb | \$43,400.00 |
| • Paving & Asphalt | \$226,290.00 |

There was \$135,000.00 set aside in capital projects for paving Boone Street. With the bid at \$365,290.00, we are \$230,290.00 short of funding for this project.

RECOMMENDATION:

I am recommending awarding the bid to Summers-Taylor. The bid award will be contingent upon finding a funding source to complete the project.

**NOTICE TO BID
TOWN OF JONESBOROUGH
BOONE STREET MILLING/PAVING/CURBING**

The Town of Jonesborough is accepting bids on the labor, materials, and equipment to mill approximately 1,200 linear feet at a 30-foot width of asphalt on Boone Street., apply a geo membrane, apply 3-inches of stone in milled area, 2.5-inches of binder, 1.25-inches of D-mix asphalt and 775 feet of curbing. Additional paving on Boone Street from Lincoln Avenue to Main Street at approximately 41,000 square feet of finish D-mix asphalt for entire project. Bids will be received until 10:00am Wednesday, September 06, 2023, at Town Hall, 123 Boone Street, Jonesborough, TN 37659, at which time they will be publicly opened. Bid specifications can be obtained from the Administration Office at Town Hall.

Plans for the project may be obtained in paper form at Town Hall, or can be emailed to the bidder.

BID SPECIFICATIONS

General: The Town of Jonesborough is pursuing the replacement of curbing, milling current asphalt, applying a geo-membrane, stone, binder, and asphalt on Boone Street.

Curbing: There is 775 feet of curbing to be replaced on the north side of the street. Curbing is to be removed from the west side of Town Hall entrance beginning at sidewalk and proceed west to the Post Office sidewalk. Curbing will proceed from Post Office west side exit to the east side of the Visitors Center exit. Curbing is to be removed and reinstalled by contractor. Curbing is to be 6-inch extruded curb.

Milling: Milling is to occur from the west side of Lincoln Avenue to Sabine Street. Roadway is 30 feet wide and approximately 1,200 feet. Asphalt is to be milled to the concrete. Bidder should specify price of milling based on per inch depth. Concrete roadbed is estimated at 26 feet in width minimum to a 30 feet maximum width.

Geo-Membrane: A geo-membrane shall be installed in the milled area. There can be no seams in the geo-membrane over the actual expansion joint.

Stone: A minimum of 2 inches to a maximum of 3 inches of compacted grade D stone is to be applied over the geo-membrane.

Geo-Membrane: The geo-membrane is to be applied directly to the concrete. The membrane shall be Marafi 600X, Terratex HD, or equivalent. The membrane shall overlap a minimum of 1 foot, if needed, in the center of the roadway. Concrete appears to be 21 feet wide.

Binder: Binder shall be applied in the milled area at 2.5 inches in depth.

Asphalt: Finish asphalt shall be applied at a depth of 1.25 inches from Lincoln Avenue to Main Street. This will include the parking area on the South side at Town Hall, the parking area in

front of Boone Street Market, and the parking area in front of the Baptist Church at Boone and Main Streets. This is approximately 41,000 square feet of asphalt. Asphalt shall be the brown "pea-gravel" D mix.

Bidder is responsible for all demolition and prep work to include: grade work and removal of spoils. The bidder is responsible for traffic control during the entire length of the project and shall comply with OSHA standards regarding construction work zones.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- Construction must be completed by December 15, 2023. Bidders, however, must submit with their bid their projected start date and completion date.
- Installation of the curbing must be completed prior to final coat of asphalt.
- The Jonesborough Street Department Director will undertake all normal inspections, and work will also be overseen to the extent reasonable by the Town's Operation Manager.
- Insurance:
 - 1) The contractor selected must provide a performance bond totaling the amount of their bid.
 - 2) The contractor selected must provide proof of workers compensation insurance covering their workers on the project.
 - 3) The contractor selected must carry a minimum of \$1 million liability insurance and provide the Town with proof of insurance listing the Town of Jonesborough as "other insured".
- Provide a full warranty on workmanship performed for a period of one (1) year following acceptance of the completed work.
- Contractors bidding must list subcontractors, if any, intended to be used in the project.
- Contractors bidding must list at least three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.
- The Jonesborough Board of Mayor and Aldermen reserves the right to reject any or all bids and to waive any formalities.
- Criteria for bid award will be based on labor/equipment, cost of material, cost of construction, successful experience on similar projects, work force availability and projected completion of project, and previous customer satisfaction.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Boone Street Project

September 06, 2023

MILLING \$ _____ GEO-MEMBRANE \$ _____

STONE \$ _____ CURB \$ _____

ASPHALT & PAVING \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Boone Street Project
September 06, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-4

SUBJECT: Approval of Bids: Parking Lot – Lincoln Park

BACKGROUND:

The Town solicited bids for the paving, curbing, and finish sidewalks for the parking lot at Lincoln Park. The bids were publicly opened on Tuesday, September 05, 2023, at 10:00am.

The Town received three bids for this project. The bids were as follows:

- Pavewell \$194,193.00
- Summers-Taylor \$349,842.00
- Complete Construction Management \$318,842.00

There was \$106,000 set aside in capital projects for the Lincoln Park project; therefore, the project is over budget by \$88,193.00.

RECOMMENDATION:

I am recommending awarding the bid to Pavewell as they submitted the low bid.

**NOTICE TO BID
TOWN OF JONESBOROUGH
LINCOLN PARK PARKING LOT PAVING/CURBING**

The Town of Jonesborough is accepting bids on the labor, materials, and equipment to construct an asphalt parking lot, curbing, sidewalks, and islands at Lincoln Park. Bids will be received until 10:00am., Tuesday, September 05, 2023, at Town Hall, 123 Boone Street, Jonesborough, TN 37659, at which time they will be publicly opened. Bid specifications can be obtained from the Administration Office at Town Hall.

Plans for the project may be obtained in paper form at Town Hall, or can be emailed to the bidder.

BID SPECIFICATIONS

General: The Town of Jonesborough is pursuing the construction of approximately 30,500 square feet of asphalt, 25,000 square feet of binder, 17,000 square feet of stone, 1,150 linear feet of curb, and 685 square feet of concrete for 2 islands.

Stone: Base stone will not be required over the entire surface area. Some areas may require a 2-inch base, while other areas may require a 4-inch stone base. It will depend on grade and leveling for the entire project. Bidders are encouraged to review the plans and make a site visit of the area. Base stone must be a minimum of 6-inches in depth compacted and grade D stone must be used. Bidder must ensure proper grade on project to insure it is level prior to and after application of asphalt.

Binder: Binder should be applied at a depth of 2.5 inches. The current entry off of Lincoln Avenue will not require binder; however, the remainder of the parking lot will require binder.

Finish Asphalt: Finish asphalt is 29,000 square feet of CS mix at a depth of 1.5 inches.

Curb: Bidder to install 1,500 linear feet of 6-inch extruded curb. The concrete shall be finished with a light broom finish.

Concrete Island: Bidder is to install concrete for the islands depicted in the plan curb face. The concrete shall be finished with a light broom finish.

Sidewalks: Bidder to install approximately 685 square feet of concrete to connect this parking lot to the Senior Center parking lot.

Bidder is encouraged to review the plans for this project. All measurements should be correct; however, bidder is encouraged to review the plans for accuracy and resolve any questions prior to submitting a bid.

Bidder is responsible for all prep work to include: grade work and removal of spoils. The bidder is responsible for traffic control during the entire length of the project. The parking lot can be closed during construction; however, some traffic control measures, such as a flagger may be necessary at the Lincoln Avenue and Longview Avenue entries.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- Construction must be completed by December 15, 2023. Bidders, however, must submit with their bid their projected start date and completion date.
- A building permit for the construction work must be obtained from the Jonesborough Building Inspector, however, the permit will be issued without cost. The Jonesborough Street Department Director will undertake all normal inspections, and work will also be overseen to the extent reasonable by the Town's Operation Manager.
- Insurance:
 - 1) The contractor selected must provide a performance bond totaling the amount of their bid.
 - 2) The contractor selected must provide proof of workers compensation insurance covering their workers on the project.
 - 3) The contractor selected must carry a minimum of \$1 million liability insurance and provide the Town with proof of insurance listing the Town of Jonesborough as "other insured".
- Provide a full warranty on workmanship performed for a period of one (1) year following acceptance of the completed work.
- Contractors bidding must list subcontractors, if any, intended to be used in the project.
- Contractors bidding must list at least three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.
- The Jonesborough Board of Mayor and Aldermen reserves the right to reject any or all bids and to waive any formalities.
- Criteria for bid award will be based on labor/equipment, cost of material, cost of construction, successful experience on similar projects, work force availability and projected completion of project, and previous customer satisfaction.

Plans for the project may be obtained in paper form at Town Hall, or can be emailed to the bidder.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – LINCOLN PARK PARKING LOT PAVING/CURBING

September 05, 2023

CONSTRUCTION PREPARATION \$ _____

CONCRETE POUR \$ _____

CURBING \$ _____

ASPHALT & PAVING \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH

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

BID FORM – LINCOLN PARK PARKING LOT PAVING/CURBING
September 05, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

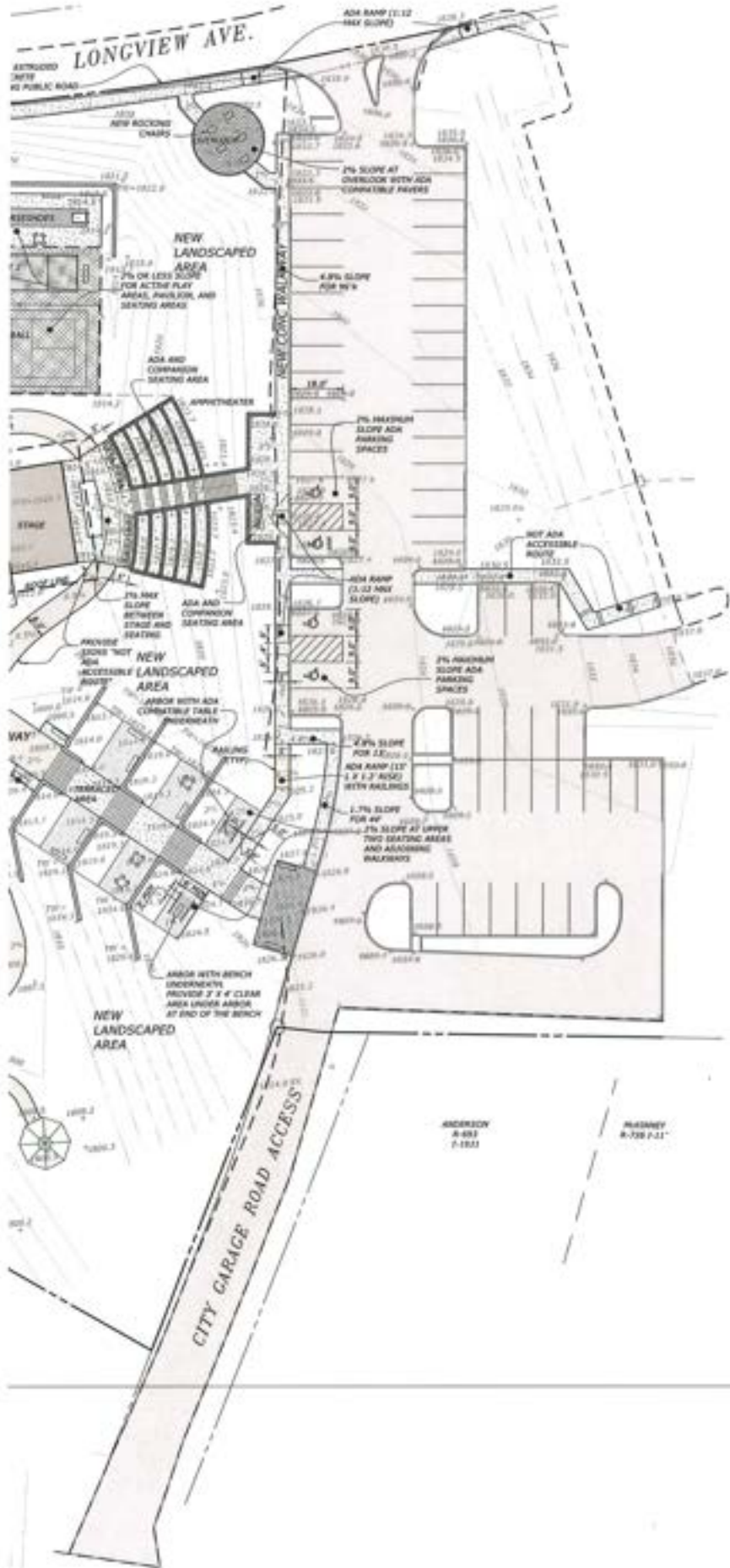
3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____



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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-5

SUBJECT: Approval of Bids: North Cherokee St Curb/Sidewalk, Asphalt Construction

BACKGROUND:

The Town solicited bids for the labor, materials, and equipment to construct 1,090 linear feet of sidewalk, 2,130 linear feet of extruded curb, and to asphalt North Cherokee Street from Ivey Trace to the round-about at the intersection of Skyline and North Cherokee Street. This also was to include paving Thompson Meadow Lane. The bids were publicly opened on Tuesday, September 05, 2023, at 10:00am.

The Town received three bids for this project. The bids were as follows:

- Pavewell \$302,114.48
- Summers-Taylor \$306,880.00.00
- Complete Construction Management \$391,100.00

The low bid is broken down as follows:

- Sidewalk Construction Preparation \$3,500.00
- Concrete Pour \$90,376.43
- Curbing \$28,293.04
- Paving & Asphalt \$179,945.01

There was \$52,000.00 set aside in capital projects for paving Thompson Meadow Lane. There were no funds specifically set aside for the remainder of this project. The Street Depart has \$175,000.00 in the paving line item and \$100,000.00 in the curbing/sidewalks/rock budget line item.

If you combine the three line items in the Street Department budget, the total is \$327,000.00. If the North Cherokee Street project is completed out of the Street Department line-item budget, it would leave a balance of \$24,885.52 for the remainder of the budget year.

It would be very tight, but the Street Department and the Board of Mayor and Alderman would have to understand the difficult budget situation the department will be in for the rest of the fiscal year. That would roughly mean, no more projects, and no more paving.

RECOMMENDATION:

I am recommending awarding the bid to Pavewell as they submitted the low bid, with funding from the Street Department budget.

**NOTICE TO BID
TOWN OF JONESBOROUGH
NORTH CHEROKEE ST. CURB/SIDEWALK, ASPHALT CONSTRUCTION**

The Town of Jonesborough is accepting bids on the labor, materials, and equipment to construct approximately 1,090 linear feet of five-foot wide sidewalk and 2,130 linear feet of 6-inch extruded curb. Bids will be received until 2:00 p.m., Tuesday, September 05, 2023, at Town Hall, 123 Boone Street, Jonesborough, TN 37659, at which time they will be publicly opened. Bid specifications can be obtained from the Administration Office at Town Hall.

Plans for the project may be obtained in paper form at Town Hall, or can be emailed to the bidder.

BID SPECIFICATIONS

General: The Town of Jonesborough is pursuing the construction of approximately 1,090 linear feet of sidewalk, to include 6 driveway crossings and 2,130 linear feet of 6-inch extruded curb. The sidewalk will be 5-feet in width; however, there may be a section that will narrow to 4-feet in width due to an embankment. The sidewalk will begin near the intersection of Ivy Trace Subdivision and proceed up the east side of North Cherokee Street to Thompson Meadow Lane.

The 6-inch extruded curb will proceed in the same location; however, the curbing will be on the east and west side of North Cherokee Street. Prep work will be completed by the Town Street Department prior to curbing installation. Curbs are to be in place prior to sidewalk installation.

Bidder is responsible for all prep work for the sidewalk to include: grade work, removal of spoils, framing and pouring sidewalk. The bidder is responsible for traffic control during the entire length of the project.

The Town will construct any drainage, install any catch basins that will be required, and assist with the adjustment/location of miscellaneous items such as mailboxes and signs. The Town of Jonesborough and the Contractor will need to coordinate the reinstallation of the mailboxes and signs if any would be within the new concrete. The Town of Jonesborough will backfill the curb with topsoil and stabilize with seed and straw.

Base stone must be a minimum of 4-inches in depth compacted and grade C or grade D stone must be used.

Concrete must be Class "A" with a minimum of 4,000psi with natural stone. Minimum concrete thickness must be 4 inches and 6 inches across all driveways. Air content maximum at 6% + 2, slump 4 inches upon arrival to job site. There shall be a cross slope on the sidewalk for drainage at a minimum of 1% slope, not to exceed 2%.

The sidewalk must be edged using an edger, leaving no sharp edges to chip and/or spall. Contraction joints shall be cut with a jointer every 5-feet of sidewalk. Expansion joints shall be installed every 25 to 30 feet at one-half-inch expansion board material.

Winning bidder will also be responsible for the installation of three truncated domes required by ADA.

The concrete shall be finished with a light broom finish.

The asphalt application will include as follows:

- 1,100 feet long x 20 feet wide
- 1,400 feet long x 24 feet wide
- 1,600 feet long x 22 feet wide on Thompson Meadow Lane
- Asphalt is to be CS mix at a depth of 1.25 inches deep

The area for binder is 3,600 square feet and the asphalt surface is 14,400 square feet.

In addition, there may be some asphalt leveling required for drainage in the 1,100 feet section. That will be determined per the plans as drainage may require.

In addition, the Town will acquire all easements, construction or permanent, needed along the route to complete the project.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- Construction of the extruded curb and sidewalk must be completed by November 15, 2023. Bidders, however, must submit with their bid their projected start date and completion date.
- Installation of the curbing must begin on the east side of North Cherokee in order that the sidewalk pour can begin.
- A building permit for the construction work must be obtained from the Jonesborough Building Inspector, however, the permit will be issued without cost. The Jonesborough Street Department Director will undertake all normal inspections, and work will also be overseen to the extent reasonable by the Town's Operation Manager.
- Insurance:
 - 1) The contractor selected must provide a performance bond totaling the amount of their bid.
 - 2) The contractor selected must provide proof of workers compensation insurance covering their workers on the project.
 - 3) The contractor selected must carry a minimum of \$1 million liability insurance and provide the Town with proof of insurance listing the Town of Jonesborough as "other insured".

- Provide a full warranty on workmanship performed for a period of one (1) year following acceptance of the completed work.
- Contractors bidding must list subcontractors, if any, intended to be used in the project.
- Contractors bidding must list at least three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.
- The Jonesborough Board of Mayor and Aldermen reserves the right to reject any or all bids and to waive any formalities.
- Criteria for bid award will be based on labor/equipment, cost of material, cost of construction, successful experience on similar projects, work force availability and projected completion of project, and previous customer satisfaction.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – North Cherokee St. Curb/Sidewalk, Asphalt Construction

September 05, 2023

SIDEWALK CONSTRUCTION PREPARATION \$ _____

CONCRETE POUR \$ _____

CURBING \$ _____

PAVING & ASPHALT: \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – North Cherokee St. Curb/Sidewalk, Asphalt Construction
September 05, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

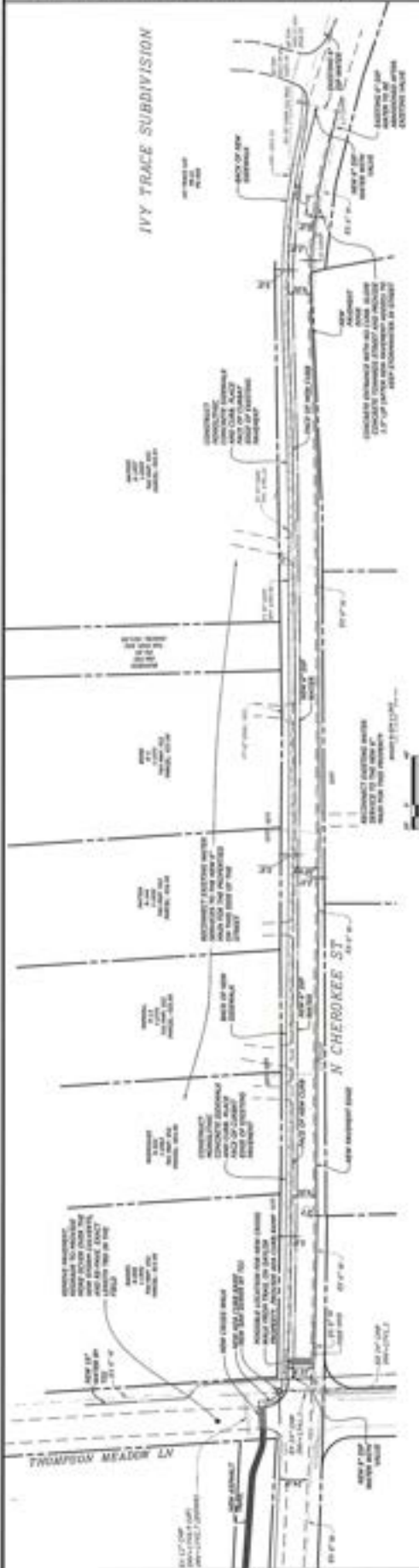
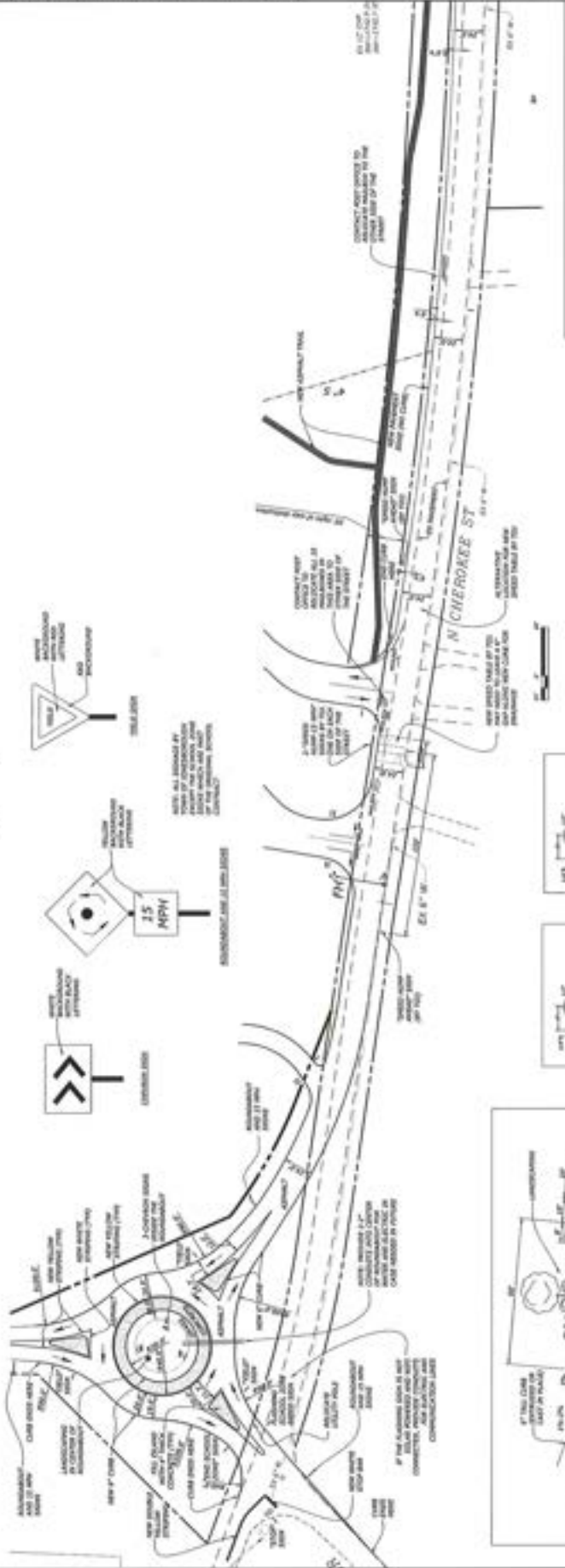

N. CHEROKEE ST IMPROVEMENTS

N. CHEROKEE ST
JONESBOROUGH, TENNESSEE

SITE PLAN

PROVISIONS:

- 1. ALL CONSTRUCTION SHALL BE IN ACCORDANCE WITH THE LATEST EDITIONS OF THE TYPICAL SPECIFICATIONS FOR PUBLIC WORKS, AS APPLICABLE.
- 2. ALL UTILITIES SHALL BE PROTECTED AND DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE.
- 3. ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE.
- 4. ALL UTILITIES SHALL BE DEEPENED TO A MINIMUM OF 48" BELOW FINISHED GRADE.

DTWood Engineering, Inc.
Land Development Design & Consulting
1000 S. 10th Street, Jonesborough, TN 37761
Phone: 615.933.1111
www.dtwoodeng.com

NO.	REVISION	DATE
1	ISSUE FOR PERMIT	8.17.22
2	REVISED PER PERMIT COMMENTS	8.17.22

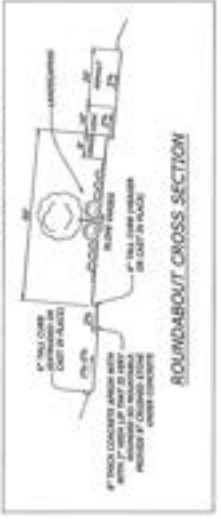
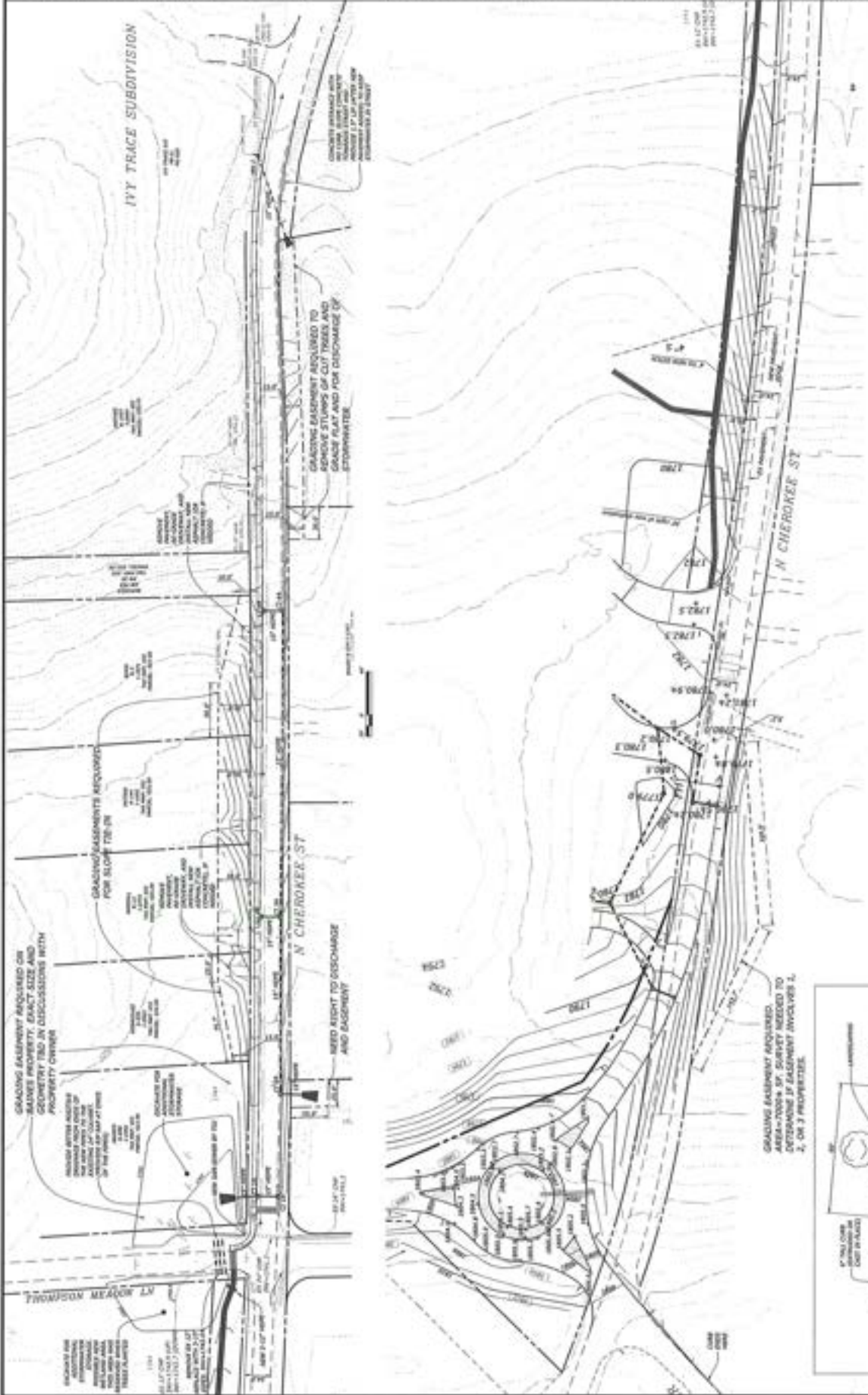
GRADING & STORMWATER PLAN N. CHEROKEE ST IMPROVEMENTS N. CHEROKEE ST JONESBOROUGH, TENNESSEE

DTWood Engineering, Inc.
Land Development Design & Consulting
401 W. 10th Street, Suite 100
Jonesborough, TN 37760
615-932-1111



PROVISIONS:

- 1. ALL GRADING SHALL BE ACCORDING TO THE PROVISIONS OF THE TENNESSEE CONSTITUTION AND THE TENNESSEE GRADING AND STORMWATER ACT.
- 2. ALL GRADING SHALL BE ACCORDING TO THE PROVISIONS OF THE TENNESSEE CONSTITUTION AND THE TENNESSEE GRADING AND STORMWATER ACT.
- 3. ALL GRADING SHALL BE ACCORDING TO THE PROVISIONS OF THE TENNESSEE CONSTITUTION AND THE TENNESSEE GRADING AND STORMWATER ACT.
- 4. ALL GRADING SHALL BE ACCORDING TO THE PROVISIONS OF THE TENNESSEE CONSTITUTION AND THE TENNESSEE GRADING AND STORMWATER ACT.



REVISIONS:

NO.	DATE	DESCRIPTION
1	08/11/17	ISSUED FOR PERMITS

DATE: 08/11/17
DRAWN BY: [Name]
CHECKED BY: [Name]

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-6

SUBJECT: Approval of Bids: Metal Buildings – Street Dept, Solid Waste & Recycling

BACKGROUND:

The Town solicited bids for the labor and materials to construct one 60-foot by 80-foot building for the Street Department and to convert the 50-foot by 200-foot shed into a metal building for Solid Waste.

The bids were publicly opened on Wednesday, September 06, 2023, at 10:00am.

The Town received one bid for this project. The bid was as follows:

- Brant Construction Company LLC \$379,200.00

The low bid is broken down as follows:

- Building I \$192,000.00
- Building II \$187,200.00

There was \$285,000.00 set aside in General Administration for this project. We received a quote from the vendor as we were preparing the budget and was shocked at the bid. The bidder stated he did not include insulation or doors in his original quote. Obviously, we are \$94,200.00 over projected costs.

Another concern is that we were looking at a cost of at least \$50,000.00 to finish out the office space for these buildings. We need these buildings.

My recommendation will be to approve the bid, but allow the Town Administrator to value engineer the project with the low bidder. We can look at maybe putting all the office space in one building and utilizing the larger building for warehouse space, without insulation. We can possibly look at making the 60-foot by 80-foot building a little larger to accommodate the extra office space, but at any rate, there is room to negotiate to get us where we need to be.

Once we have worked with the vendor, we can report back to the Board of Mayor and Alderman.

RECOMMENDATION:

I am recommending awarding the bid to Brant Construction Company LLC, and allowing the Town Administrator to negotiate or value engineer a lower price.

**NOTICE TO BID
TOWN OF JONESBOROUGH
METAL BUILDINGS**

The Town of Jonesborough is accepting bids on the labor and materials to erect one 60-foot by 80-foot building and apply metal to one 50-foot by 200-foot building to include guttering and exterior doors. The address is 100 Britt Drive in Jonesborough Tennessee. Bids will be received until 10:00am Wednesday September 06, 2023, at Town Hall, 123 Boone Street Jonesborough TN 37659, at which time they will be publicly opened.

BID SPECIFICATIONS

GENERAL: The Town of Jonesborough is pursuing the installation of a 60-foot by 80-foot metal building and the installation of metal siding on an existing 50-foot by 200-foot shed.

Building 1:

- Construction of a 60-foot by 80-foot steel building with 16-foot walls.
- Building to include 2, 14-foot high by 12-foot wide garage doors.
- Building to include one (1) glass entry door that is ADA compliant.
- In addition, building shall include two (2) steel entry doors.
- The walls and ceiling to be insulated with 2-inch roll insulation.
- Building to be constructed on minimum of 4-inch concrete pad.
- Building is to have gutters installed at a minimum of 8-inch guttering with proper downspouts.
- The wall metal is to be beige and the roof metal is to be red.
- Bidder shall specify a start date and an end date and consideration will be given for the performance time of the project.

Building 2:

- The addition of metal on the outside of an existing post-steel shed that is 50-feet wide by 200-feet long.
- Building to include five (5) 14-foot high by 12-foot wide garage doors.
- Building to include one (1) glass entry door that is ADA compliant.
- In addition, building shall include two (2) steel entry doors.
- The walls and ceilings to be insulated with 2-inch roll insulation.
- The wall metal is to be beige in color.
- The metal roof is already in place, but shall be inspected by winning bidder to ensure the roof is performing as it should.

- Bidder shall specify a start date and an end date and consideration will be given for the performance time of the project.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- A building permit for the construction work must be obtained from the Jonesborough Building Inspector; however, the permit will be issued without cost. The Jonesborough Building Inspection staff will undertake all normal inspections.
- Bidder must include a timeline for completing the project.
- Bidder must specify warranty on materials and labor.
- Bidder must provide a full warranty on workmanship performed for a period of one (1) year following acceptance of completed work.
- Contractor must provide a list of any subcontractors, if any, to be utilized on the project.
- Bidder must list at three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.
- Bidder must be a licensed contractor in the state of Tennessee and provide a copy of the license with the bid.

INSURANCE:

- The winning bidder must provide proof of workers compensation insurance covering their workers on the project.
- The winning bidder must carry a minimum of \$1 million dollars of liability insurance and provide the Town with proof of insurance.

Criteria for bid award will be based on labor/material cost of construction, successful experience on similar projects, work force availability, material availability, projected completion of the project, and previous customer satisfaction.

The Jonesborough Board of Mayor and Alderman reserves the right to reject any and all bids and to waive any formalities.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Metal Buildings

September 06, 2023

BUILDING 1 \$ _____

BUILDING 2 \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ **FAX:** _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – Metal Buildings

September 06, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-D-7

SUBJECT: Approval of Bids: West Main Street Sidewalks

BACKGROUND:

The Town solicited bids for the labor, materials, and equipment to construct approximately 1,400 linear feet of sidewalk on West Main Street. The bids were publicly opened on Thursday, September 07, 2023, at 2:00pm.

The Town received one bid for this project. The bid was as follows:

- Complete Construction Management \$145,000.00

There was \$105,000 set aside in capital projects for this sidewalk; therefore, this project is \$40,000.00 over budget. There was an additional \$30,000.00 in the budget for Oak Grove Road. This was put in the budget as we have been advised the State of Tennessee is going to pave Highway 81 South and Highway 81 North in 2024. As a part of the project, the State will be paving Oak Grove Road.

We can bid Oak Grove separately, not bid the project and utilize the \$30,000.00 for West Main Street sidewalks, or allow the Town Administrator to negotiate the Oak Grove sidewalk project in with the West Main Street sidewalk.

Complete Construction Company was the contractor that installed the East Main Street sidewalk and did a really good job.

RECOMMENDATION:

I am recommending awarding the bid to Complete Construction Company as low bidder and allow the Town Administrator to negotiate with Complete Construction on the Oak Grove section of sidewalk.

**NOTICE TO BID
TOWN OF JONESBOROUGH
WEST MAIN STREET SIDEWALK CONSTRUCTION**

The Town of Jonesborough is accepting bids on the labor, materials, and equipment to construct approximately 1,400 linear feet of sidewalk. Bids will be received until 2:00 p.m., Thursday September 07, 2023, at Town Hall, 123 Boone Street, Jonesborough, TN 37659, at which time they will be publicly opened.

BID SPECIFICATIONS

General: The Town of Jonesborough is pursuing the construction of approximately 1,400 linear feet of sidewalk. The sidewalk will be 4-feet in width of new construction. The sidewalk will begin at the intersection of Washington Avenue and proceed west on the north side of West Main Street to Barkley Creek, which is just west of North Third Avenue.

Bidder is responsible for all grade work, removal of spoils, framing, stone installation, and pouring sidewalk. The sidewalk must have a curb face where adjoining the edge of the street and may be a monolithic pour. The bidder is responsible for traffic control during the entire length of the project.

In addition to the new 4-foot sidewalk extension, new concrete is to be applied over the top of the existing sidewalk at a depth of 2-inches; tying the old and new sidewalks together. The existing sidewalk averages 4.5 feet wide.

The Town will construct any drainage, install any catch basins that will be required, and assist with the adjustment/location of miscellaneous items such as mailboxes and signs. The Town of Jonesborough and the Contractor will need to coordinate the reinstallation of the mailboxes and signs if any would be within the new concrete.

Base stone must be a minimum of 4-inches in depth compacted and grade C or grade D stone must be used.

Concrete must be Class "A" with a minimum of 4,000psi with natural stone. Minimum concrete thickness must be 4 inches and 6 inches across all driveways. In addition, the curb face must be 6 to 8 inches deep by 6 inches wide. Air content maximum at 6% + 2, slump 4 inches upon arrival to job site. There shall be a cross slope on the sidewalk for drainage at a minimum of 1% slope, not to exceed 2%.

The sidewalk must be edged using an edger, leaving no sharp edges to chip and/or spall. Contraction joints shall be cut with a jointer every 5-feet of sidewalk. Expansion joints shall be installed every 25 to 30 feet at one-half-inch expansion board material.

The forms for new sidewalks shall be installed at the proper height to accommodate the additional 2-inch concrete pour over the existing sidewalk. Some areas of the existing sidewalk may need to be removed due to the poor condition of the walkway.

The concrete shall be finished with a light broom finish.

Contractor shall be responsible for the installation of truncated domes at roadway intersections., as may be required.

In addition, the Town will acquire any easements, construction or permanent, needed along the route to complete the project and the Town will backfill any areas that may be required.

Submitted bids shall be held for a period of sixty (60) days without change by the bidder.

- Construction of the sidewalk must be completed within 120 calendar days from the date of the bid award. Bidders, however, must submit with their bid their projected start date and completion date.
- A building permit for the construction work must be obtained from the Jonesborough Building Inspector, however, the permit will be issued without cost. The Jonesborough Building Inspection staff and the Street Department Director will undertake all normal inspections, and work will also be overseen to the extent reasonable by the Town's Operation Manager.
- Insurance:
 - 1) The contractor selected must provide a performance bond totaling the amount of their bid.
 - 2) The contractor selected must provide proof of workers compensation insurance covering their workers on the project.
 - 3) The contractor selected must carry a minimum of \$1 million liability insurance and provide the Town with proof of insurance listing the Town of Jonesborough as "other insured".
- Provide a full warranty on workmanship performed for a period of one (1) year following acceptance of the completed work.
- Contractors bidding must list subcontractors, if any, intended to be used in the project.
- Contractors bidding must list at least three recent successfully completed projects of a similar nature, and list contact information associated with the owner/customer.

- The Jonesborough Board of Mayor and Aldermen reserves the right to reject any or all bids and to waive any formalities.
- Criteria for bid award will be based on labor/equipment cost of construction, successful experience on similar projects, work force availability and projected completion of project, and previous customer satisfaction.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – West Main Street Sidewalk Construction

September 07, 2023

SIDEWALK CONSTRUCTION PREPARATION \$ _____

CONCRETE POUR \$ _____

TOTAL BID: \$ _____

Any Variation to Bid: _____

COMPANY NAME: _____

REPRESENTATIVE: _____

ADDRESS: _____

PHONE: _____ FAX: _____

EMAIL: _____

SIGNATURE

DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – West Main Street Sidewalk Construction

September 07, 2023

PREVIOUS PROJECTS

1. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

2. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

3. _____

Owner/Customer Contact Information:

Name: _____

Phone: _____

Email: _____

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-E

SUBJECT: Lincoln Park Rental Request & Agreement & Guidelines

BACKGROUND:

Recreation Capital Projects Planner Rachel Conger worked with Senior Center Director Mary Regen on the final version of the Lincoln Park Facility Rental Request and Agreement, and the Lincoln Park Rental Guidelines. Lincoln Park has become an instant success of a community park, with community activities and engagement. As such, staff wanted to be proactive and address the need for rental agreements/guidelines that provide a written and structured method to "reserve" portions of a park for a nominal fee.

Highlights of the Agreement:

- Rentals apply to weekends only (Saturday and Sunday)
- Only one rental per structure is permitted daily
- Pavilion fee is \$30.00 per hour
- Amphitheatre fee is \$50.00 per hour
- Rentals require a 2-hour minimum

RECOMMENDATION:

Approve the Lincoln Park Facility Rental Request and Agreement, and the Lincoln Park Rental Guidelines, as presented.



Lincoln Park Rental Guidelines

Please read the terms and conditions before committing to making a reservation. Upon reservation, renters can expect to provide: their signature agreeing to the below guidelines, security and damage deposit, and any required documentation. Contact the Jonesborough Senior Center at 423.753.4781 for more information or questions.

Renter Responsibilities

Return the signed agreement at least **seven days prior** to the rental date and request approval for any additional or special activities, vendors, equipment, or furnishings.

Usage

The renter must be at least 21 years old, be present during the entire rental time, and is responsible for the rental. The renter must provide adult supervision with one adult (at least 21 years old) for every 10 minors. The renter and guests may not interfere with other facility areas or activities (facilities offer simultaneous public services and rentals and may not be closed during the rental time).

The Town of Jonesborough prohibits the following due to environmental and safety concerns:

- Alcoholic beverages (certain Community Services locations allow alcoholic beverages with an approved permit)
- Tobacco and vape products
- Deep fryers
- Open flames (fires must be contained in grills)
- Rice, birdseed, confetti, glitter, etc. (bubbles, flower petals, glow sticks, kazoos, paper airplanes, pinwheels, or other non-slip items suggested)
- Non-weighted and untied helium balloons
- Pyrotechnics and flammable and combustible liquids

Setup/Cleanup

The rental time includes setup and cleanup. Exceeding the rental time will incur additional hourly fees.

The renter must:

- Treat all furnishings and equipment with respect and proper use, including moving furnishings by lifting (not dragging) to avoid damage
- Inform Senior Center staff of damage
- Remove all decorations, banners, signs and strings during cleanup
- Dispose of trash in the designated locations
- Sweep floors as needed
- Must not hang decorations, signage, and banners on the walls, tables or chairs

Rental of Lincoln Park is limited to the use of the pavilion, its tables and chairs, charcoal grills and shared use of restroom facilities. All other components and amenities within the park are open for public use during park hours and should be considered shared public use during any rental. This includes the game areas adjacent to the pavilion, restroom facilities, playground, etc.

The renter assumes liability for all damages, including, but not limited to: damaged or unclean equipment, furnishings, pavilion, and/or grounds and improper renter/guest conduct, such as physical violence, abusive or threatening language, lewd behavior, apparent intoxication, etc. as determined by the Town of Jonesborough.

Extension/Cancellation

The renter must provide a written request to:

- Extend the rental time at least **seven days prior** to the rental date
- Reschedule the rental within one year of the original rental date at least **10 days prior** to the rental date
- Cancel the rental and receive a refund (including due to inclement weather)
- **30 days or more prior to rental date: 100% refund minus \$25 cancellation fee**
- **29 to 8 days prior to rental date: 50% refund minus \$25 cancellation fee**
- **7 days or less prior to rental date: 0% refund/program credit only**
- The Town of Jonesborough will process the refund within 5 – 7 business days after receiving the written cancellation.

The Town of Jonesborough does not guarantee closure due to inclement weather. In case of park closure due to inclement weather, the Town of Jonesborough will cancel and reschedule the rental at no additional cost to the renter. In case of inclement weather on weekends, a Town staff person will inform the renter regarding the status of the rental.

Disclaimer

All applicable federal, state, and local regulations, ordinances, and rules apply. The Town of Jonesborough does not assume liability or responsibility for any copyright or trademark infringement associated with the rental.

The Town of Jonesborough reserves the right to:

- Cancel the rental at any time
- Close for holidays and emergencies or any Town event that may cause conflict
- Enforce Town of Jonesborough rules, regulations, policies, and procedures
- Monitor rentals to ensure the integrity of the equipment, furnishings, and facility, as well as sound amplifying equipment and noise levels and notify the renter of adjustments as necessary to maintain noise ordinance levels



**Lincoln Park
Facility Rental Request and Agreement**

Date of Request: _____ Date of Event: _____
Type of Event: _____ Time of Set-up: _____
Approx. Attendance: _____ Time of Event: _____
Last Day to Hold Date: _____ Last Day to Cancel event: _____

Renter's Name:

Organization and Title:

Contact Person:

Daytime Phone or Cell Phone:

Email:

Mailing Address:

City: _____ State: _____ Zip: _____

Total Rental Cost: _____

___ Cash ___ Check - Check # _____

Notes:

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-F

SUBJECT: Leeboy Trail Paver Agreement

BACKGROUND:

As the Town progresses in our development, a huge emphasis is placed on sidewalks and walking trails. Obviously, sidewalks are concrete and are typically form and poured by contractors. An asphalt walking trail is completely different.

For an asphalt trail, the area is graded, stone is applied and compacted and then asphalt is applied. Most paving machines you see are designed for roadways, and as such are very large. Typically, they are capable of paving a 10-foot to 12-foot lane. A paving machine for trails is much smaller.

The Town purchased a Leeboy paver several years ago when we were constructing numerous trails throughout the Town. More recently, many of the contractors are developing walking trails throughout their development instead of sidewalks.

The difficulty for most contractors is finding a paver small enough to pave trails. It is not like they can just drive down to "Pavers R US" and rent or lease a small paver. We have had a couple of inquiries in the past from various paving companies regarding leasing or renting the Town's small paver for these developments.

Most of the time these trails are turned over to the Town once the development is complete. Again, this may not be the case every single time, but a walking trail certainly adds to the quality of life in the Town.

With this in mind, we have developed a rental contract that would allow the Town to rent the Leeboy paver to a contractor who is paving a walking trail inside the Town's corporate limits. We are not suggesting we rent this machine out to anyone outside the Town's corporate limits.

As stated earlier, we have a stake in these trails as they enhance the quality of life in the Town's corporate limits.

The agreement requires that the renter pay a \$500.00 deposit and a fee of \$100.00 per hour meter (time counter) for the rental of the equipment.

Town Attorney Jim Wheeler has reviewed the agreement, revisions were made based on that review, and staff is recommending approval.

RECOMMENDATION:

Approve the Leeboy Trail Paver Rental Agreement, as presented.

AGREEMENT FOR USE OF LEEBOY TRAIL PAVER OWNED BY THE TOWN OF JONESBOROUGH

The Town of Jonesborough owns and operates a Leeboy paving machine for the purpose of paving trails and small parking lots. Although not suitable for paving roadways due to its size, it is the ideal piece of equipment for small parking lots and walking trails.

(Name of Company) is engaged in paving walking trails for (Name of Development or Project). Once completed, these trails will be deeded to the Town of Jonesborough. (Name of Company) does not own a small paver for paving trails, as this is typically not done very often and would be costly.

The Board of Mayor and Aldermen find that it is the public interest to make the paving machine available to (Name of Company) to complete the public trails as part of the overall project and to enhance the Town's program of building trails throughout the Town.

(Name of Company) desires to rent the Leeboy paver for the purpose of paving the walking trails in (Name of Development or Project) whereby said trails are either to (1) be dedicated to the Town of Jonesborough through deed, or (2) the trail is to connect with an existing public street or walkway, or (3) the trail is a requirement through the town's site plan approval process.

(Name of Company) agrees to the following terms:

- A representative of (Name of Company) will meet with the operator employed by the Town of Jonesborough for the purpose of discussing the proper use of the equipment and to inspect the paver for any damage prior to the commencement of any trail paving work.
- Any damage shall be documented in writing prior to (Name of Company) taking temporary possession of the machine.
- (Name of Company) agrees to utilize the machine within operating guidelines, to provide all fuel for the project, and to return the paver absent any damage not documented in writing as provided for above.
- The paver is to be returned within 48 hours of (Name of Company) completing the specific job and no later than 5:00 p.m. on the ____ day of _____, 20 ____.
- The Street Department Director shall inspect the paver upon (Name of Company) returning it to the town, and the company agrees to cover the cost of any repairs to damages or cleaning that are reported by the Director as part of the inspection process.
- (Name of Company) agrees to hold the Town of Jonesborough harmless for any accident which may occur while in possession of the paver.
- (Name of Company) agrees it is solely responsible for the paver while in their possession, custody, or control, and is responsible for covering the total cost of replacement of the equipment in the event of theft.

- (Name of Company) also agrees in the event of a dispute, (Name of Company) will pay any attorney's fees that may arise in dispute.
- (Name of Company) hereby agrees to pay to the Town of Jonesborough a \$500.00 deposit and a fee of \$100.00 per hour as determined by the hour meter (time counter) on the rental equipment. The hour meter reading on the equipment will be recorded at the time the rental begins and recorded again when the equipment is returned to the town.

Company Representative

Date

Town Administrator

Date

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-G

SUBJECT: Changer Order #2 – AMI/AMR Meter Additions – Water Project

BACKGROUND:

As the meter replacement project continues is moving to completion, the following change order is necessary to reconcile the meters based on their sizes at the end of the project. The description of the change order is an adjustment of quantities adding more 1" water meters to the project that were necessary whereby other sized meters like the 5/8" - 1/2" or 3/4" meters were needed less overall.

The overall bid award amount is \$4,447,000.00. With Change Order Number 2, the adjusted contract price is \$4,446,149.00 or an additional \$681.00 decrease after Change Order Number 1 at \$170.00 decrease was approved previously by the BMA.

The Contract Amendment details are provided as part of the agenda. We have all strived hard to stay at the awarded budgeted amount. In total, the adjusted contract price decreased by \$851.00.

RECOMMENDATION:

Approve the Change Order Number 2 "AMI/AMR Meter Additions for Water System Improvements" to adjust quantities to add 1" water meters to the project.

Date of Issuance: 8/18/2023 Effective Date:
 Owner: Town of Jonesborough, TN Owner's Contract No.:
 Contractor: Perna Corporation Contractor's Project No.:
 Engineer: GRW Engineers, Inc. Engineer's Project No.: 7606-37
 Project: Jonesborough Water Meter Replacements Contract Name:

The Contract is modified as follows upon execution of this Change Order:
 Description: Adjustment of Quantities to add 1" Water Meters to the Project.

Attachments: See attachment 1

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: \$ 4,447,000.00	Original Contract Times: 365 days Substantial Completion: NA Ready for Final Payment: Oct. 4, 2023 days or dates
{increase}-{Decrease} from previously approved Change Orders No. <u>1</u> to No. <u> </u> : \$ 170.00	{increase}-{Decrease} from previously approved Change Orders No. <u> </u> to No. <u> </u> : Substantial Completion: NA Ready for Final Payment: Oct. 4, 2023 days
Contract Price prior to this Change Order: \$ 4,446,830.00	Contract Times prior to this Change Order: Substantial Completion: NA Ready for Final Payment: Oct. 4, 2023 days or dates
{increase} {Decrease} of this Change Order: \$ 681.00	{Increase}-{Decrease} of this Change Order: No change Substantial Completion: NA Ready for Final Payment: Oct. 4, 2023 days or dates
Contract Price incorporating this Change Order: \$ 4,446,149.00	Contract Times with all approved Change Orders: Substantial Completion: NA Ready for Final Payment: Oct. 4, 2023 days or dates

RECOMMENDED: By: <u>[Signature]</u> Engineer (if required) Title: Project Engineer Date: <u>Aug 18, 2023</u>	ACCEPTED: By: _____ Owner (Authorized Signature) Title _____ Date _____	ACCEPTED: By: <u>[Signature]</u> Contractor (Authorized Signature) Title: <u>VICE PRESIDENT</u> Date: <u>8/18/2023</u>
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Approved by Funding Agency (if applicable)
 By: _____ Date: _____
 Title: _____



engineering | architecture | geospatial

CONTRACT AMENDMENT AND CHANGE ORDER NO. 2
TOWN OF JONESBOROUGH, TN - 7556-37
ANNUAL WATER METER ADDITIONS FOR WATER SYSTEM IMPROVEMENTS

Item Agency No. Quantity		CURRENT CONTRACT AFTER CO 1		Perma Corporation 125 Armstrong Road Columbus, MS 39702		Amendment 2 to Contract		Revised Contract Totals	
		Description		Unit	Total Price	Unit	Revised Price	Unit	Total Price
1	12	EA	150" x 304" ARM Flow Meters w/8RZ Bottom		\$293.00	-508.00	-\$148,844.00	12,292.00	\$3,601,556.00
2	1	EA	Mobile Laptop Reading System, Hard Sheet Case		\$1,000.00	0.00	\$0.00	1.00	\$1,000.00
3	1	EA	Mobile Software System Training		\$1,000.00	0.00	\$0.00	1.00	\$1,000.00
4	1	EA	FOU License Fee		\$1,000.00	0.00	\$0.00	1.00	\$1,000.00
5	12,800	EA	100" x 3/4" Installation of New ARM Flow meters - Including all services as discussed Specifications, including service line identification in the meter box.		\$45.00	-1,599.00	-\$71,910.00	11,202.00	\$554,090.00
6	850	EA	Additional cost of service line identification if required outside of meter box (per bid)		\$28.00	-23,800.00	-\$16,520.00	10.00	\$280.00
7	45	EA	Replace existing meter seal with new meter seal; (Labor Only)		\$70.00	-3,150.00	-45.00	5.00	\$0.00
8	50	EA	Replace existing meter box with new meter box; (Labor Only)		\$90.00	-4,500.00	-47.00	-33,760.00	\$240.00
9	50	EA	Replace existing curb stop with new curb stop; (Labor Only)		\$70.00	-3,500.00	-50.00	-33,500.00	\$0.00
CHANGE ORDER 1- Added Items									
10	100	EA	1" ARM Flow Meters w/8RZ Bottom		\$910.00		\$147,390.00	389.00	\$199,390.00
11	60	EA	Allegro AMR UTG Register Retrofit		\$293.00		\$5,860.00	80.00	\$23,440.00
12	100	EA	Installation of 1" AMR Meter Including all services identified in Item 5.		\$90.00		\$28,620.00	399.00	\$35,820.00
13	60	EA	Installation of New Allegro AMR UTG		\$60.00		\$2,700.00	30.00	\$2,700.00
14	1	EA	Lump Sum Confined Space		\$7,000.00		\$0.00	1.00	\$7,000.00
CURRENT CONTRACT AFTER CO 1					\$4,496,830.00		-\$70,314.00		\$4,375,516.00
CHANGE ORDER 2- Added Items									
15	0	EA	150" x 102" Meter Bottoms		\$78.00		\$26,325.00	478.00	\$36,328.00
16	0	EA	1/2" Meter Totals		\$45.00		\$21,915.00	487.00	\$21,915.00
17	0	EA	Public Streets for Register Swaps		\$67.00		\$11,280.00	170.00	\$11,390.00
TOTAL ADDED ITEMS WITH CO 2							\$69,520.00		
TOTAL ADDED AND DEDUCTED ITEMS							(587,070)		
TOTAL REVISED CONTRACT PRICE							\$4,448,148.00		\$4,448,148.00

ITEM 1 JONESBOROUGH CURRENTLY HAS 12,514 METERS. CONSOLIDATED WILL TAKE BACK 222 LEAVING THE JONESBOROUGH WITH 12,292.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-H

SUBJECT: Revisions to the Public Records Request

BACKGROUND:

Minor revisions to the town's Public Records Policy are being presented to the BMA for approval. The policy, including Forms A and B, is attached, and I am providing a snapshot of revisions below:

- Added that emailing a public records request is acceptable
- Removed individual employee email addresses and replaced with our existing "public" email address of info@jonesboroughtn.org
- Removed names of individual employees within the policy and instead used title/position (minimizes issues of having to update the policy if an employee is no longer in that position)

RECOMMENDATION:

Approve the revisions to "Public Records Policy for Town of Jonesborough", as presented.

PUBLIC RECORDS POLICY FOR TOWN OF JONESBOROUGH

Pursuant to Tenn. Code Ann. § 10-7-503(g), the following Public Records Policy for the **TOWN OF JONESBOROUGH** is hereby adopted by the **BOARD OF MAYOR AND ALDERMEN** to provide economical and efficient access to public records as provided under the Tennessee Public Records Act ("TPRA") in Tenn. Code Ann. § 10-7-501, et seq.

The TPRA provides that all state, county and municipal records shall, at all times during business hours be open for personal inspection by any citizen of this state, and those in charge of the records shall not refuse such right of inspection to any citizen, unless otherwise provided by state law. *See* Tenn. Code Ann. § 10-7-503(a)(2)(A). Accordingly, the public records of the **TOWN OF JONESBOROUGH** are presumed to be open for inspection unless otherwise provided by law.

Personnel of the **TOWN OF JONESBOROUGH** shall timely and efficiently provide access and assistance to persons requesting to view or receive copies of public records. No provisions of this Policy shall be used to hinder access to public records. However, the integrity and organization of public records, as well as the efficient and safe operation of the **TOWN OF JONESBOROUGH**, shall be protected as provided by current law. Concerns about this Policy should be addressed to the Public Records Request Coordinator for the **TOWN OF JONESBOROUGH** or to the Tennessee Office of Open Records Counsel ("OORC").

This Policy is available for inspection and duplication in the office of the Town Recorder. Additionally, this Policy is posted online at jonesboroughtn.org. This Policy shall be reviewed periodically as needed.

This Policy shall be applied consistently throughout the various offices, departments, and/or divisions of the **TOWN OF JONESBOROUGH**.

I. Definitions:

- A. **Records Custodian:** The office, official or employee lawfully responsible for the direct custody and care of a public record. *See* Tenn. Code Ann. § 10-7-503(a)(1)(C). The records custodian is not necessarily the original preparer or receiver of the record.
- B. **Public Records:** All documents, papers, letters, maps, books, photographs, microfilms, electronic data processing files and output, films, sound recordings, or other material, regardless of physical form or characteristics, made or received pursuant to law or ordinance or in connection with the transaction of official business by any governmental agency. *See* Tenn. Code Ann. § 10-7-503(a)(1)(A).
- C. **Public Records Request Coordinator ("PRRC"):** The individual, or individuals, designated in Section III, A.3 of this Policy who has, or have, the responsibility to ensure public record requests are routed to the appropriate records custodian and are fulfilled in accordance with the TPRA. *See* Tenn. Code Ann. § 10-7-503(a)(1)(B). The Public Records Request Coordinator may also be a records custodian.
- D. **Requestor:** A person seeking access to a public record, whether it is for inspection or duplication.

- E. Redacted Copy: A copy of a public record with confidential information or information that is not open for public inspection covered or removed from the document so that such information is not visible on the redacted copy.

II. Requesting Access to Public Records

- A. Public record requests shall be made to the Public Records Request Coordinator ("PRRC") or his/her designee in order to ensure public record requests are routed to the appropriate records custodian and fulfilled in a timely manner.
- B. Requests for inspection only cannot be required to be made in writing. The PRRC will request a mailing or email address from the requestor for providing any written communication required under the TPRA.
- C. Requests for inspection may be made orally or in writing on Form A at **TOWN OF JONESBOROUGH, Town Hall, 123 Boone Street, Jonesborough, Tennessee, 37659**, by phone at **(423) 753-1040**, or by email to **info@jonesboroughtn.org**.
- D. Requests for copies, or requests for inspection and copies, shall be made in writing on Form A in person or by mail at **TOWN OF JONESBOROUGH, Town Hall, 123 Boone Street, Jonesborough, Tennessee, 37659** or by email to **info@jonesboroughtn.org**.
- E. Proof of Tennessee citizenship by presentation of a valid Tennessee driver's license or alternative acceptable form of ID is required as a condition to inspect or receive copies of public records.

III. Responding to Public Records Requests

A. Public Record Request Coordinator

- 1. The PRRC shall review public record requests and make an initial determination of the following:
 - a. If the requestor provided evidence of Tennessee citizenship;
 - b. If the records requested are described with sufficient specificity to identify them; and
 - c. If the **TOWN OF JONESBOROUGH** is the custodian of the records.
- 2. The PRRC shall acknowledge receipt of the request and take any of the following appropriate action(s):
 - a. Advise the requestor of this Policy and the elections made regarding:
 - i. Proof of Tennessee citizenship;
 - ii. Form(s) required for copies;

- iii. Fees (and labor threshold and waivers, if applicable); and
 - iv. Aggregation of multiple or frequent requests.
- b. If appropriate, deny the request in writing, providing the appropriate ground such as one of the following:
- i. The requestor is not, or has not presented evidence of being, a Tennessee citizen;
 - ii. The request lacks specificity;
 - iii. An exemption makes the record not subject to disclosure under the TPRA;
 - iv. The **TOWN OF JONESBOROUGH** is not the custodian of the requested records;
or
 - v. The records do not exist.
- c. If appropriate, contact the requestor to see if the request can be narrowed.
- d. Forward the records request to the appropriate records custodian in the **TOWN OF JONESBOROUGH, Town Hall, 123 Boone Street, Jonesborough, Tennessee, 37659** or by email to info@jonesboroughtn.org.
3. The designated PRRC is:
- a. Name or title: **Town Recorder**
 - b. Contact information: **TOWN OF JONESBOROUGH, Town Hall, 123 Boone Street, Jonesborough, Tennessee**, or by email to info@jonesboroughtn.org or by phone at **(423) 753-1040**.

B. Records Custodian

1. Upon receiving a public records request, a records custodian shall promptly make requested public records available in accordance with Tenn. Code Ann. § 10-7-503. If the records custodian is uncertain that an applicable exemption applies, the custodian may consult with the PRRC, counsel, or the OORC.
2. If not practicable to promptly provide requested records because additional time is necessary to determine whether the requested records exist; to search for, retrieve, or otherwise gain access to records; to determine whether the records are open; to redact records; or for other similar reasons, then a records custodian shall, within seven (7) business days from the records custodian's receipt of the request, send the requestor a completed Public Records Request Response Form which is attached as Form B, based on the form developed by the OORC.

3. If a records custodian denies a public record request, he or she shall deny the request in writing as provided in Section III.A.2.b and may use the Public Records Request Response Form B.
4. If a records custodian reasonably determines production of records should be segmented because the records request is for a large volume of records, or additional time is necessary to prepare the records for access, the records custodian shall use the Public Records Request Response Form B to notify the requestor that production of the records will be in segments and that a records production schedule will be provided as expeditiously as practicable. If appropriate, the records custodian should contact the requestor to see if the request can be narrowed.
5. If a records custodian discovers records responsive to a records request were omitted, the records custodian should contact the requestor concerning the omission and produce the records as quickly as practicable.

C. Redaction

1. If a record contains confidential information or information that is not open for public inspection, the records custodian shall prepare a redacted copy prior to providing access. If questions arise concerning redaction, the records custodian should coordinate with counsel or other appropriate parties regarding review and redaction of records. The records custodian and the PRRC may also consult with the OORC.
2. Whenever a redacted record is provided, a records custodian should provide the requestor with the basis for redaction. The basis given for redaction shall be general in nature and not disclose confidential information.

IV. Inspection of Records

- A. There shall be no charge for inspection of public records.
- B. The location for inspection of records within the offices of the **TOWN OF JONESBOROUGH** shall be determined by either the PRRC or the records custodian.
- C. When a reasonable basis exists, the PRRC or a records custodian may require an appointment for inspection.

V. Copies of Records

- A. A records custodian shall promptly respond to a public record request for copies in the most economic and efficient manner practicable.
- B. Copies will be available for pickup at **JONESBOROUGH TOWN HALL**.
- C. Upon payment for postage, copies will be delivered to the requestor's home address by the United States Postal Service.

- D. A requestor will not be allowed to make copies of records with personal equipment. Requestors may purchase storage devices from the **TOWN OF JONESBOROUGH** upon which the records will be downloaded.

VI. Fees and Charges and Procedures for Billing and Payment

Fees and charges for copies of public records should not be used to hinder access to public records.

- A. Records custodians shall provide requestors with an itemized estimate of the charges prior to producing copies of records and may require pre-payment of such charges before producing requested records.

- B. When fees for copies and labor do not exceed \$ 15.00, the fees may be waived. Requests for waivers for fees above \$ 15.00 must be presented to the Town Administrator who is authorized to determine if such waiver is in the best interest of **TOWN OF JONESBOROUGH** and for the public good. Fees associated with aggregated records requests will not be waived.

- C. Fees and charges for copies are as follows:

1. \$0.15 per page for letter- and legal-size black and white copies.
2. \$0.50 per page for letter- and legal-size color copies
3. The actual cost of any other medium upon which a record/information is being produced.
4. Labor when time exceeds one hour.
5. If an outside vendor is used, the actual costs assessed by the vendor.

- D. Payment is to be made in cash, by certified funds or by credit card payable to the **TOWN OF JONESBOROUGH** and presented to the **Town Recorder's Office**.

- E. Payment in advance will be required when costs are estimated to exceed \$50.00.

- F. Aggregation of Frequent and Multiple Requests

1. The **TOWN OF JONESBOROUGH** will aggregate record requests in accordance with the Frequent and Multiple Request Policy promulgated by the OORC when more than (4) requests are received within a calendar month (either from a single individual or a group of individuals deemed working in concert).
2. If more than four (4) requests are received within a calendar month:
 - a. Records requests will be aggregated at the Town level.
 - b. The PRRC is responsible for making the determination that a group of individuals are working in concert. The PRRC or the records custodian will inform the individuals that

they have been deemed to be working in concert and that they have the right to appeal the decision to the OORC.

- c. Requests for items that are routinely released and readily accessible are exempt from this policy. These records include, but are not limited to: Agendas, approved minutes, ordinances and resolutions for consideration at a meeting.

PUBLIC RECORDS REQUEST FORM A

The Tennessee Public Records Act (TPRA) grants Tennessee citizens the right to access open public records that exist at the time of the request. The TPRA does not require records custodians to compile information or create or recreate records that do not exist.

To: Town Recorder, TOWN OF JONESBOROUGH, Town Hall, 123 Boone Street, Jonesborough, Tennessee, 37659.

From: _____
[Insert Requestor's Name and Contact Information (include an address for any TPRA required written response)]

Is the requestor a Tennessee citizen? Yes No

- Request: Inspection (The TPRA does not permit fees or require a written request for inspection only.¹)
- Copy/Duplicate

If costs for copies are assessed, the requestor has a right to receive an estimate. Do you wish to waive your right to an estimate and agree to pay copying and duplication costs in an amount not to exceed

\$ _____ If so, initial here: _____.

- Delivery preference:** On-Site Pick-Up USPS First-Class Mail
 Electronic Other: _____

Records Requested:

Provide a detailed description of the record(s) requested, including: (1) type of record; (2) timeframe or dates for the records sought; and (3) subject matter or key words related to the records. Under the TPRA, record requests must be sufficiently detailed to enable a governmental entity to identify the specific records sought. As such, your record request must provide enough detail to enable the records custodian responding to the request to identify the specific records you are seeking.

Signature of Requestor & Date

Submitted Signature of Public Records Request Coordinator & Date Received

¹ Note, Tenn. Code Ann. § 10-7-504(a)(20)(C) permits charging for redaction of private records of a utility.

PUBLIC RECORD REQUEST RESPONSE FORM B**JONESBOROUGH, TENNESSEE**

Town of Jonesborough, Town Hall, 123 Boone Street, Jonesborough, TN 37659

Date_____
Requestor's Name and Contact InformationIn response to your records request received on _____, our office is taking the action(s)¹ indicated below:
Date Request Received

-
- The public record(s) responsive to your request will be made available for inspection:

Location: _____

Date & Time: _____

-
- Copies of public record(s) responsive to your request are:

 Attached Available for pickup at the following location: _____ Being delivered via: _____; or USPS First-Class Mail Electronically Other: _____

-
- Your request is denied on the following grounds:

 Your request was not sufficiently detailed to enable identification of the specific requested record(s). You need to provide additional information to identify the requested record(s). No such record(s) exists or this office does not maintain record(s) responsive to your request. No proof of Tennessee citizenship was presented with your request. Your request will be reconsidered upon presentation of an adequate form of identification. You are not a Tennessee citizen. You have not paid the estimated copying/production fees. The following state, federal, or other applicable law prohibits disclosure of the requested records: _____

-
- It is not practicable for the records you requested to be made promptly available for inspection and/or copying because:

 It has not yet been determined that records responsive to your request exist; or The office is still in the process of retrieving, reviewing, and/or redacting the requested records.

The time reasonably necessary to produce the record(s) or information and/or to make a determination of a proper response to your request is: _____.

If you have any additional questions regarding your record request, please contact [Records Custodian or Public Records Request Coordinator].

Sincerely,

Town Recorder _____

¹ If all requested records do not have the same response, so indicate.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-1-1

SUBJECT: Bids: Fencing -Jonesborough School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF.

The bids for Athletic Area Fencing were received. The fencing is associated with the tennis courts and the playground area in areas between the football, soccer field and the multipurpose field area of Tiger Park.

Only one bid was received as follows:

- McCall Commercial Fencing bid \$51,015

Mr. Browning is recommending that the Board award the bid to McCall Commercial Fencing.

RECOMMENDATION:

Approve awarding the bid for Athletic Area Fencing to McCall Commercial Fencing in the amount of \$51,015, as presented.

BID OPENING FOR: Athletic Area Fencing

DATE: August 10, 2023

BIDS RECEIVED FROM	AMOUNT
<i>McCall Commercial Fencing</i>	<i>51,015</i>

THOSE IN ATTENDANCE:

Bob Brown
Paul Cogan
Coland Nasawell
Robert Anderson

Notice to Bid
TOWN OF JONESBOROUGH
TIGER PARK
ATHLETIC AREA FENCING

The Town of Jonesborough is now accepting bids on the fencing association with two tennis courts and playground area in the athletic area of Tiger Park at the new Jonesborough K-8 School currently under construction. Bids will be received at Town Hall, 123 Boone Street, Jonesborough, Tennessee 37659 until 2:00pm August 10, 2023 at which time they will be publicly opened. [Bid specifications can be obtained by contacting Town Hall at 423-753-1030 or by emailing donna@jonesboroughtn.org.]

FENCING SPECIFICATIONS

General

- Fencing is associated with the tennis courts and the playground area in areas between the football, soccer field and the multipurpose field area of Tiger Park at 720 N. Cherokee Street in Jonesborough, Tennessee, as indicated on attached schematic
- Asphalt and surface coating installation of the tennis courts must be complete before fencing is constructed, with the intent that courts are completed by at least early fall of 2023
- All major grading work in preparation for playground fencing will be performed by Summers Taylor, Inc.
- Bids must include bid form provided in specification packet and must be signed by a principal of firm submitting
- Bids must include cost of all materials and installation
- All bidders must be properly licensed with the State of Tennessee to perform the scope of work required and at the cost submitted
- This project may be funded in part by a Local Park and Recreation Fund grant administered by the Tennessee Department of Environment and Conservation Recreation Resources Division
- Bidder selected must provide evidence of workers compensation insurance
- Bids must be good and remain in place for a period up to ninety (90) days from the date of submittal
- The Jonesborough Board of Mayor and Alderman reserves the right to reject any or all bids
- Any variations from the specifications must be clearly identified and a justification included
- Bidders must show capability of providing complete installation and must be responsible for processing and handling warranties of materials and labor. Warranties must detail what is covered, what is excluded, and any conditions of service, and an expected response time.
- Bidders must list at least ten (10) fencing projects of similar scope including owner contacts, address, and phone number

- All fencing of tennis courts will be quality chain link with top, middle and bottom rails
- The project is also funded in part by Rural Development – USDA, a federal agency, and awarded bidder must submit federal assurance forms as required
- Awarded bidder must show that all materials used in installation meet the specifications prior to installation.

Tennis Court Dimensions - Area being fenced is 120 ft X 120 ft. Court fencing shall be ten (10') feet in height above ground

Fabric: 120 inches and 8-gauge FIN. FB Black (1 ¾ inches mesh) KK Vinyl chain link fabric

Top Rail: 1 5/8 : OD Black PC SS-40 Pipe, 1.84lbs per foot. Top rail 21 ft in length, joined with 1 5/8 " Black HM Vinyl (6" long) PS Sleeve

Middle Rail: 1 5/8 inches O.D. Black PC SS-40 Pipe, 1.84 lbs per foot

Bottom Rail: 1 5/8 inches O.D. Black PC SS-40 Pipe 1.84 lbs per foot

Line Posts: 2 ½ " O.D. Black PC SS-40 Pipe, 3.12lbs per foot. Line posts set 10 feet on center maximum spacing. Concrete footing: 12 inches diameter, 36 inches deep of pipe in 42 inches of concrete.

Terminal Posts: 3 inches O.D. Black PC SS-40 Pipe Cut Posts, 4.64lbs per foot. Concrete footing: 12 inches diameter, 36" deep of pipe in 42 inches of concrete

Bracing: Terminal posts braced and trussed to the nearest line post with 1 5/8 inches O.D. Black PC SS-40 Pipe and Black 3/8 inches HM Vinyl PS Threaded Truss Rod and Black HM Vinyl PS Truss Rod Tightener

Tension Wire: 6-gauge Black FB Tension Wire attached to the bottom of the fabric with 9-gauge Black HM Vinyl PS 1 9/16 inches Hog Ring spaced 24 inches on center

Fittings: Black Powder Coated PS Plain Brace Band and Black Carriage Bolt with nut, Black Powder PS combo rail end, Black-Powder coated PS Loop Cap, Black Powder coated Aluminum Dome Cap, Black Powder Coated PS Plain Tension Band and Black Carriage Bolt with wing nut

Tie Wire: 8 ¼ inches Black Aluminum Cut/ Hook 6-gauge Tie Wire and 6 ½ inches Black Aluminum Cut/ Hook 6-gauge Tie Wire spaced 15 on center for line

Gates: Two (2) three (3') foot wide gates, located on the northern side of fencing one each at the ends of both courts lined up with sidewalk access. Gates shall be seven (7') in height, 84 inches, with a three (3) foot transom above, of 1 ¾ inch black mesh vinyl coated with 1 5/8-inch rails, SS-40 post 3-inch Pipe Cut 4.64 lbs. per foot, with all posts, mesh, rails and fittings Black vinyl coated. Aluminum caps black powder coated, and industrial 90-degree hinges and heavy-duty fork latch.

Gates: Single Swing Gate seven (7) feet high and 48 inches wide with 3-foot-high transom above, framework 1 5/8 inches Black PC SS-20 pipe 1.43 lbs. per foot, same fabric mesh as court fencing, gate posts Black PC SS-40 3-inch pipe cut 4.64 lbs. per foot with all posts, mesh, rails and fittings Black Vinyl Coated Aluminum caps Black powder coated, and industrial 90-degree hinges and heavy-duty fork latch.

Playground Fencing

- All fencing will be chain link four (4') feet in height
- Linear feet of playground fencing is 490 linear feet total in a rectangle 105 feet across and 140 feet long.
- Fabric - Standard two (2") inch mesh, 48 inches, 8-gauge FB Black KK vinyl chain link fabric
- Terminal/ Corner Posts: 2 ½ inches O.D. Black PC SS-40 Pipe 3.12lbs per foot, 10 feet on center maximum.
- Top Rail: 1 5/8 O.D. Black PC SS-40 Pipe, 1.84lbs per foot. Top rail 21 feet in length, joined with 1 5/8 inches HM vinyl (6" long) PS Sleeve
- Line Posts: 2 inches O.D. Black PC SS-40 pipe, 3.12lbs. per foot
- Concrete footing of both 2 ½ inch and 2-inch posts: 12-inch diameter hole with posts set 36 inches deep in 42 inches of concrete
- All fittings, mesh, posts and rails shall be black powder coated vinyl
- Aluminum dome post caps – black powder coated
- Gates: one four (4') foot wide gate, 48 inches high in middle of southern fence line lined up with concrete access point, with two (2") inch fabric, and industrial 90-degree hinges and heavy-duty fork latch. Gate posts: three (3") inches (1) O.D. Black PC SS-40 pipe, 4.64 lbs. per foot, in concrete footing 12 inches diameter, post 36 inches deep in 42 inches of concrete.
- Gates: One ten (10') double swing gate, 48 inches high lined up with vehicle access location, with 2-inch fabric and 2-inch O.D. Black PC SS-40 frames, industrial 90-degree hinges and heavy-duty for latch-lockable.
- Gate Posts for Both Gates: three (3) inch O.D. Black PC SS-40 pipe, 4.64lbs per foot in concrete footing 12 inches in diameter, posts set 36 inches deep in 42 inches of concrete. All fittings, mesh, posts and rails black powder coated vinyl. Aluminum post caps black powder coated.
- Survey Staking The Town will provide staking of critical points in the perimeter fencing such as turns, corners, terminals, etc.

Questions/ Clarifications

Questions can be submitted to Bob Browning, project manager on the new school project, at bobb@jonesboroughtn.org or 423-791-3801. Questions must be submitted on or before August 4, 2023. Bidders are encouraged to provide contact information upon obtaining specifications in order to receive any clarifications or addendums to specifications.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-1-2

SUBJECT: Bids: Playground Equipment -Jonesborough School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF.

The bids for Playground Equipment were received. Only one bid was received as follows:

- Recreational Concepts bid \$1,228,184.66

Mr. Browning is recommending that the Board award the bid to Recreational Concepts.

RECOMMENDATION:

Approve awarding the bid for Playground Equipment to Recreational Concepts in the amount of \$1,228,184.66, as presented.

BID OPENING FOR: Playground Equipment

DATE: August 10, 2023

BIDS RECEIVED FROM	AMOUNT
<i>Recreational Concepts</i>	<i>1,228,184.66</i>

THOSE IN ATTENDANCE:

- Bob Browning*
- Rachel Long*
- Glass Rosewell*
- Robert Anderson*
-
-
-
-

**NOTICE TO BID
TOWN OF JONESBOROUGH
PLAYGROUND EQUIPMENT
TIGER PARK**

The Town of Jonesborough is now accepting bids for the purchase and installation of playground equipment and surfacing for Tiger Park located at North Cherokee Street. Bids will be received until Thursday, August 10 at 2 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN 37659 at which time they will be publicly opened.

This project may be funded in part by a Local Parks and Recreation Fund grant administered by the Tennessee Department of Environment and Conservation Recreation Educational Services Division.

BID SPECIFICATIONS

General: Playground equipment will be located at Tiger Park, 720 N Cherokee Street, in Jonesborough, in four separate playground areas: athletic area, CDC, preschool and K – 5th playgrounds. General color scheme for the playgrounds will coincide to the extent possible with the school colors of orange and black.

General Comments on Playground Equipment Bid Specifications

Substitutions: Bidders may provide substitutions for equipment listed in bid specifications, including all materials, coatings and wheelchair accessibility. However, any substitutions must be clearly identified and include detailed specifications and photo or visual showing appearance including fall/use zones. Acceptance of any substitution is not guaranteed and will be based on its compatibility with the overall layout, intended use of feature specified, general specifications and conformance to theme. Any equipment submitted as a substitution must clearly indicate which equipment item in the bid specifications the substituted equipment is replacing.

General

- Bids must include bid form provided in specification packet and must be signed by a principal of firm submitting
- Bids must include cost of all materials and installation
- All bidders must be properly licensed with the State of Tennessee to perform the scope of work required and at the cost submitted
- This project may be funded in part by a Local Park and Recreation Fund grant administered by the Tennessee Department of Environment and Conservation Recreation Resources Division
- Bidder selected must provide evidence of workers compensation insurance
- Bids must be good and remain in place for a period up to ninety (90) days from the date of submittal
- The Jonesborough Board of Mayor and Alderman reserves the right to reject any or all bids
- Any variations from the specifications must be clearly identified and a justification included

- Bidders must show capability of providing complete installation and must be responsible for processing and handling warranties of materials and labor. Warranties must detail what is covered, what is excluded, and any conditions of service, and an expected response time.
- The project is also funded in part by Rural Development – USDA, a federal agency, and awarded bidder must submit federal assurance forms as required

Structures/Playground Units: The playground equipment package bid shall include the following:

Comprehensive Development Class Playground

Playground Structure:

PlayBooster Ramp Structure designed for 5 – 12 year olds, with 123" Disc Challenge, Swiggle Knots Bridge, Block Climber Perm Handholds, Loop Ladder, Mini Summit Climber, Pod Climber, Accessible Panel Curb, Color Splash Panel, Match 3 Reach Panel, Navigator Reach Panel, Periscope Panel, Pipe Barriers, Trail Tracker Reach Panel, Stationary Cyler, 2' Circular Horizontal Ladder, Waver Horizontal Ladder, (2) CoolTopper Single Post Pyramid Integrated Shades, Rollerslide, Spyroslide, Pod Climbers, Sway Fun Wheelchair Glider, or equivalent to above. Must be designated ADA/wheelchair accessible.

Freestanding Structures:

- Omnispin Spinner, Surface Mount, speed limiter for added safety, High-backed seats, molded from durable, colorfast polyethylene, Transfer points from wheelchair or walker. Must be ADA/wheelchair accessible.
- Qty. 3, Wobble Pods – polyethelene material with ProShield finish
- Curved Balance Beam – Tendertuff coating with ProShield finish
- (3) Single post swing bays 8ft Beam Height with qty 2 Belt Seats w/ ProGuard Chains, qty. 1 Friendship Swing w/ ProGuard Chains, qty. 2 Molded Bucket Seats with Harness (5-12yr) w/ ProGuard Chains (must be ADA/wheelchair accessible) - 5"-diameter steel frame with a 5"-diameter aluminum beam, Beam height: 8', post is an additional 18" to be buried deeper for lower frost line.
- Rhapsody Goblet Drum – drum skins made from polycarbonate, direct bury, made of recycled permalene with ProShield finish. Must be ADA/wheelchair accessible.
- Rhapsody Grandioso Chimes – Chimes made from anodized aluminum, rubber mallets, coated steel cable to attach mallets to instrument, direct bury. Must be ADA/wheelchair accessible.
- Rhapsody Kettle Drum – 27 3/8" diameter drums, skins made from polycarbonate, direct bury. Must be ADA/wheelchair accessible.
- Rhapsody Kundu Drum – 14 1/2" diameter drums, skins made from polycarbonate, direct bury. Must be ADA/wheelchair accessible.
- Qty. 4, Tendertuff Picnic Tables: (1) Square w/ 2 Seats, (1) Square w/ 3 seats, (2) 72" Rectangular w/ 72" Seats, Moveable. Galvanized 2 3/8" steel tubing frame with ProShield color. TenderTuff tabletop and seats with coated 11-gauge perforated steel and roll-formed edges and corners.
- Or equivalent to above

Shade Structures:

- Qty. 2, Skyways Cantilever Single Post Pyramid Shades, made of highdensity polyethylene, 16ft x 16ft, 8ft entry height.
- Or equivalent to above

Surfacing:

5,607 SF ForeverLawn Playground Grass Ultra with SafetyFoam Pro, Aggregate Base SubSystem, Concrete Curb Around Perimeter, or equivalent. Yarn type: polyethylene slit film, secondary- heat set textured nylon monofilament; yarn color: primary- olive green, secondary- turf green. Yarn count: primary- 5,040/1, secondary- 4,200/8. Tufting construction: dual yarn, same row. Blade height- 1-1/2", tufting gauge- 3/8", face weight- 48 oz, total product weight 103 oz. Backing: three-layer premium backing made with BioCel polyurethane and 100% recycled geotextile nonwoven fabric on a dual layer primary. Antistatic Technology: XStatic proprietary, patented antistatic technology, Antimicrobial protection: AlphaSan. Seaming: Micromechanical bonding, or equivalent. Must be designated ADA/wheelchair accessible. Or equivalent to above.

Preschool Playground**Playground Structure:**

SmartPlay Centre – designed for 2 – 5 year olds, 35 interactive activities addressing developmentally-appropriate skills: (2) Slides, (3) Find-It Signs, (2) Seats, Clock, Colors Talk-through Mat, (2) Elevated Crawl Tunnels, (2) Benches, Fire Fighter Question Panel, Mirror Panel, Dashboard Panel, (2) Panel Climbers, Order Talk-through Panel, Vegetable Climber, Image Panel, Belt Seat, Mailbox/Flower Talk Tube, Flower/Leaf Spinners, Flower Gear Panel, (2) Lower Level Crawlspaces, Dog House, Fire Hydrant, Ring-a-Bell, Dog Bone, Meal Table, Vegetable Stand, Open/Closed Sign, Flower Spinners, ADA Compliant, direct bury. Or equivalent, with appropriate wheelchair accessible features. Or equivalent to above.

Freestanding Structures:

- Rhapsody Goblet Drum Jr. – drum skins, 19" diameter, made from polycarbonate, direct bury, made of recycled permalene with ProShield finish. Must be designated ADA/wheelchair accessible.
- Rhapsody Kettle Drum Jr. – drum skins, 27 3/8" diameter, made from polycarbonate, direct bury, made of recycled permalene with ProShield finish. Must be designated ADA/wheelchair accessible.
- Rhapsody Warble Chimes – chimes made from anodized aluminum, rubber mallets, coated steel cable to attach mallets to instrument, direct bury. Must be designated ADA/wheelchair accessible.
- (2) Single post swing bays with qty. 4 belt seats w/ ProGuard Chains and qty. 1 toddler swing add-on beam w/ ProGuard Chains, 5"-diameter steel frame with a 5"-diameter aluminum beam, Beam height: 8', post is an additional 18" to be buried deeper for lower frost line.
- Qty. 2 Tendertuff Benches – 72" bench with back, TenderTuff coating applied to 12-gauge, perforated steel with roll-formed edges.

- Or equivalent to above.

Shade Structures:

- Qty. 1, Skyways Cantilever Single Post Pyramid Shades, made of high density polyethylene, 10ft x 10ft, 10ft entry height
- Qty. 1, Skyways Cantilever Single Post Pyramid Shades, made of high density polyethylene, 12ft x 12ft, 10ft entry height
- Or equivalent to above.

Surfacing:

2,584 SF ForeverLawn Playground Grass Ultra with SafetyFoam Pro, Aggregate Base SubSystem, Concrete Curb Around Perimeter, or equivalent. Yarn type: polyethylene slit film, secondary- heat set textured nylon monofilament; yarn color: primary- olive green, secondary- turf green. Yarn count: primary- 5,040/1, secondary- 4,200/8. Tufting construction: dual yarn, same row. Blade height- 1-1/2", tufting gauge- 3/8", face weight- 48 oz, total product weight 103 oz. Backing: three-layer premium backing made with BioCel polyurethane and 100% recycled geotextile nonwoven fabric on a dual layer primary. Antistatic Technology: XStatic proprietary, patented antistatic technology, Antimicrobial protection: AlphaSan. Seaming: Micromechanical bonding, or equivalent. Must be designated ADA/wheelchair accessible. Or equivalent to above.

K – 5 Playground

Playground Structure:

PlayBooster – designed for 5 – 12 year olds, ProShield®-finished, heavy duty 5"-diameter posts, clamps and handholds, TenderTuff®-coated deck, Canyon Collection Formation 3 w/ Steel Direct Bury Posts, Canyon High wire Net with the Ascent Rock, Corkscrew Climber with recycled wood-grain hand holds, Headform set, The Chimney Rock, Wood Plank Wiggle Ladder, Cliff Climber, Zenith Climber w/ Permalene Handholds, DigiFuse Barrier Panel w/ Insect Medallions, Wood-Grain Lumber Panel, Storefront Panel, Grab Bar, Loop Seat, Wave Horizontal Ladder, 3 CoolTopper Single Post Pyramid Integrated Shade Structures, Double Slide, Double Swoosh Slide, Slidewinder 2 with Tree Branch Support, Wire Crawl Tunnel, 2 Log Steppers, 3 Mushroom Steppers, Or equivalent to above.

Freestanding Structures:

- Qty. 3, Chill Spinners – spinning seat with textured belting in ProShield color, direct bury.
- Qty. 2, Curva Spinners – multiple user attraction with 20" base, ProShield color, direct bury.
- Omnispin Spinner – high-backed chair to be molded from colorfast polyethylene, surface mount. Transfer point from walker or wheelchair. Must be designated ADA/wheelchair accessible.
- ReviWheel Spinner – multi-user attraction with a grab wheel to facilitate spinning, direct bury. Transfer point from walker or wheelchair. Must be designated ADA/wheelchair accessible.

- WhirlyQ Spinner – multi-user attraction with grip-textured deck, base platform at transfer height, galvanized steel frame in ProShield color, surface mount. Transfer point from walker or wheelchair. Must be designated ADA/wheelchair accessible.
- Sensory Play Wall with Fun Mirror Panel, Kaleidospin Panel, Marble Panel
- Rhapsody Cascata Bells – bells made of anodized aluminum, rubber mallet, coated steel cable to attach mallet to instrument, direct bury. Must be designated ADA/wheelchair accessible.
- Rhapsody Vibra Chimes – tubes made from anodized aluminum, rubber mallets with coated steel cable to attach mallet to instrument, wheelchair accessible, direct bury. Must be designated ADA/wheelchair accessible.
- Rhapsody Vivo Metallophone – tubes made from anodized aluminum, rubber mallet with coated steel cable to attach mallet to instrument, direct bury. Must be designated ADA/wheelchair accessible.
- Qty. 7, Single post swing bays with qty. 12 belt seats w/ ProGuard Chains, qty. 1 friendship swing w/ ProGuard Chains (must be ADA/wheelchair accessible), 5"-diameter steel frame with a 5"-diameter aluminum beam, Beam height: 8', post is an additional 18" to be buried deeper for lower frost line
- (1) Log Balance Beam Direct Bury
- Oodle swing – multi-user attraction, frame construction from hot-dip galvanized steel arches with swing cables, swing seat, molded from colorfast polyethylene, and fasteners. Transfer point from wheelchair, direct bury. Must be designated ADA/wheelchair accessible.
- Qty. 3, Tendertuff Picnic Tables – 72" Table with 72" seats, made of 2 3/8" galvanized steel tubing frame, TenderTuff coated 11-gauge perforated steel and roll-formed edges and corners.
- Or equivalent to above.

Shade Structures:

- Qty. 2, Skyways Cantilever Single Post Pyramid Shades, made of high-density polyethylene, 16ft x 16ft, 10ft entry height.

Surfacing:

9,637 SF ForeverLawn Playground Grass Ultra with SafetyFoam Pro, Aggregate Base SubSystem, Concrete Curb Around Perimeter, or equivalent. Yarn type: polyethylene slit film, secondary- heat set textured nylon monofilament; yarn color: primary- olive green, secondary- turf green. Yarn count: primary- 5,040/1, secondary- 4,200/8. Tufting construction: dual yarn, same row. Blade height- 1-1/2", tufting gauge- 3/8", face weight- 48 oz, total product weight 103 oz. Backing: three-layer premium backing made with BioCel polyurethane and 100% recycled geotextile nonwoven fabric on a dual layer primary. Antistatic Technology: XStatic proprietary, patented antistatic technology, antimicrobial protection: AlphaSan. Seaming: Micromechanical bonding, or equivalent. Must be designated ADA/wheelchair accessible. Or equivalent to above.

All components to meet ASTM and CPSC standards.

FOB Jonesborough:

Bids shall include shipping and handling costs of all equipment and materials to Jonesborough.

Warranty:

Bidder must warranty its equipment to be free from defects in materials and workmanship under normal use and service for the time periods specified.

100-Year Limited Warranty On all PlayBooster® and PlayShaper® aluminum posts, stainless steel fasteners, clamps, beams and caps against structural failure due to corrosion/natural deterioration or manufacturing defects, and on PlayBooster steel posts against structural failure due to material or manufacturing defects.

15-Year Limited Warranty On all Evos® and Weevos® steel arches, all plastic components (including TuffTimbers™ edging), all aluminum and steel components not covered above, Mobius® climbers, Rhapsody® Outdoor Musical Instruments, decks and TenderTuff™ coatings (except Wiggle Ladders, Chain Ladders and Swing Chain) against structural failure due to material or manufacturing defects.

10-Year Limited Warranty On concrete products against structural failure due to natural deterioration or manufacturing defects. Does not cover minor chips, hairline cracks or efflorescence.

8-Year Limited Warranty On Aeronet® climbers and climbing cables against defects in materials or manufacturing defects.

5-Year Limited Warranty On Rhapsody® cables and mallets against defects in materials or manufacturing defects, on polycarbonate panels against defects in materials or manufacturing defects, and on bamboo panels against delamination due to defects in materials or manufacturing defects. Does not cover damage which may be associated with the natural characteristics of bamboo aging, including but not limited to discoloration, splitting, cracking, warping or twisting, nor the formation of algae, mold and other forms of fungal-type bodies on bamboo.

3-Year Limited Warranty On all other parts, i.e.: Pulse® products, all swing seats and hangers, Mobius climber handholds, Wiggle Ladders, Chain Ladders and ProGuard™ Swing Chain, Track Ride trolleys and bumpers, all rocking equipment including Sway Fun® gliders, belting material, HealthBeat® resistance mechanisms, Seesaws, etc., against failure due to corrosion/natural deterioration or manufacturing defects.

Inspections:

Bidder to provide annual inspections on all purchased/installed playground equipment on an annual basis.

Bidder to provide Town with Safety Inspection Checklist for monthly inspections to be conducted by Town staff.

Installation:

Complete Installation cost for each playground area includes playground structures, standalone components, shade structures, surfacing, etc.

Note: Any variations from specifications must be documented

Bid will be awarded based on the following:

- Cost of equipment and materials and installation
- Delivery and supervised installation schedule
- Compliance with specifications
- Creativity in submittal
- Experience in manufacturing and installing similar equipment.

Questions related to bid specifications may be submitted to Rachel Conger, Town of Jonesborough, 123 Boone Street, Jonesborough, TN 37659. Contact: (423)791-3869 (cell); (423)753-1030 (office) or rachelc@jonesboroughtn.org.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-1-3

SUBJECT: Bids: Bleachers -Jonesborough School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF.

The bids for Tiger Park Bleachers were received. The results of the bids are as follows:

- Built Rite Bleachers bid \$123,570
- BSN Sports LLC bid \$159,629.86
- Bliss Products & Services, Inc bid \$109,834

Mr. Browning is recommending that the Board award the bid to Bliss Products & Services, Inc.

RECOMMENDATION:

Approve awarding the bid for Tiger Park Bleachers to Bliss Products & Services, Inc in the amount of \$109,834, as presented.

BID OPENING FOR:
Tiger Park Bleachers

DATE: Thursday, August 24, 2023

BIDS RECEIVED FROM	AMOUNT
<i>Build Right Aluminum</i>	<i>123,570</i>
<i>GIN Sports LLC</i>	<i>159,629.86</i>
<i>Bliss Products & Services, Inc.</i>	<i>109,834</i>

THOSE IN ATTENDANCE:

Rachel Curran
Rob Brownway
Robert Anderson

Notice to Bid
TOWN OF JONESBOROUGH
Tiger Park
ATHLETIC AREA BLEACHERS

The Town of Jonesborough is now accepting bids on the purchase of seven (7) sets of bleachers to be used in the athletic area of Tiger Park associated with the new Jonesborough K-8 School currently under construction. Bids will be received at Town Hall, 123 Boone Street, Jonesborough, Tennessee, 37659, until 2:00 p.m. on Thursday, August 24, 2023 at which time they will be publicly opened.

[Bid specifications can be obtained by contacting Town Hall at 423-753-1030 or by emailing donna@jonesboroughtn.org]

This project may be funded in part by a Local Parks and Recreation Fund Grant administered by the Tennessee Department of Environment and Conservation Recreation Resources Division. Bid specifications can be obtained from the Administration Office at Town Hall (423-753- 1030 or donna@jonesboroughtn.org).

General

- Bleachers will be used with the football/ soccer field, the baseball field and the softball field at Tiger Park, intended for school and community use (after school hours)
- Bids must include the bid form provided in the specification packet and must be signed by an authorized representative of the firm submitting.
- Bids must indicate the cost of bleacher equipment and shipping to the location of fields at 720 N. Cherokee Street, Jonesborough, TN 37659. The Town of Jonesborough is tax-exempt, and no sales should be included in the bid.
- All variations from specifications must be clearly identified and justification included.
- This project may be funded in part by a Local Parks and Recreation Fund grant administered by the Tennessee Department of Environment and Conservation Recreation Resources Division.
- The project is also funded in part by Rural Development – USDA.
- The Jonesborough Board of Mayor and Alderman reserves the right to reject any and all bids.
- Bids must be good and remain in place for a period of ninety (90) days from the date bids are due.

Bleacher sets for Baseball and Softball Fields

- Bleachers for the baseball field and softball field will be four (4) sets of 8-row non-elevated angle frame aluminum bleachers
- Minimum of 19'-6" long
- Net seating capacity: 75 plus two (2) handicapped spaces, based on 18 inches per seat excluding aisle

Bleachers for Football/ Soccer Field

Bleachers for the football/ soccer field will be three (3) sets of ten (10) row high non-elevated aluminum angle frame bleachers a minimum of 27 feet long. Net seating capacity: 128 plus four (4) handicapped spaces based on 18" per seat excluding aisle.

Common Specifications for All Seven Sets of Bleachers

- Framework: Prefabricated aluminum angle spaced maximum of 6'0" intervals joined by means of aluminum angle cross bracing
- Welding: Must conform to AWS/ CWB standards
- Codes & Standards: 2012/ 2015 International Building Code/ ICC 300 2012
- Quality Control Source: Mill Test Certification
- Joint Sleeve Assembly: Internal splices, where required shall be two per joint, and shall penetrate the joint a minimum of 8" in each direction and be riveted at one end only to allow for construction and expansion.
- Rise Depth Dimensions: 8" vertical rise and 24" tread depth, seat height 17" above its respective tread.
- Seats: Nominal 2"X10" anodized aluminum with anodized end caps, individual seat lengths minimum of 7ft 6 inches except at handicap spaces
- Treads: Two (2) nominal 2"X10" mill finished aluminum width mill finish endcaps on second to top row
- Risers: Nominal 1"X6" mill finish aluminum with end caps on all rows . two (2) nominal 1"X6" mill finish aluminum with mill finish end caps on top row.
- Aisles: Aisle footboards shall be aluminum alloy 6063-T6 and be of mill finish with contrasting aisle markings. A minimum of three (3) side rail posts and one rear corner guard rail posts per side. All guardrails to fence openings shall be less than 4 inches. Rear guardrail posts shall be a maximum of six feet on center.
- Chain-link System: Fencing shall consist of a minimum of 9-gauge, 2" mesh galvanized chain link fabric, heavy duty tension bands, tension bands, tension bars, brace bands, combo rail endcaps, and wire ties.
- Individual handicap spaces shall be a minimum of 3-feet wide, dual handicap spaces shall be a minimum of 5ft 6 inches wide.

Material/ Finishes

- Framework: Structured fabrication with aluminum alloy 6061-T6 mill finish. Each frame shall be unit-welded, using metal inert gas method, under guidelines by the American Welding Society (AWS). After fabrication all steel is hot dipped

galvanized to ASTM A-123 specifications. All cross-bracing and horizontal bracing shall be aluminum angle 6061-T6 mill finish.

- Extruded Aluminum:
 - Seat Planks- Aluminum alloy 6063-T6, clear anodized 204RI, AA-M10C22A31, class II with a wall thickness nominally .078" for impact and deformation resistance.
 - Trend and Riser Planks- Aluminum alloy 6063-T6, mill finish with a wall thickness nominally .078" for impact and deformation resistance.
 - Guardrail Pipe- 1-5/8 OD schedule 40 aluminum alloy 6105-T5 clear anodized 204RI, AA-M10C22A31, class II

Accessories

- Channel End Caps: Aluminum alloy 6063-T6 clear anodized 204RI, AA-M10C22A31, class II
- Hardware: Bolts and nuts shall be hot dipped galvanized
- Hold Down Clip Assembly: Aluminum alloy 6063-T6 mill finish
- Joint Sleeve Assembly: Aluminum alloy 6061-T6, mill finish

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-14

SUBJECT: Bids: Restroom/Concession Bldg -Jonesborough School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF. Due to the comprehensive bid specifications (Construction Documents) and design requirement for the Restroom/Concession Building, BurWil's bid packet is provided as part of the agenda presentation in addition to the bid tabulation.

The bids for Restroom/Concession Building were received. The results of the bids are as follows:

- Complete Construction Management bid \$820,000
- BurWil Construction bid \$953,000
- Preston Construction bid \$1,100,000

ClarkNexsen (CN) conducted the opening of the bids on August 31, 2023 and found that the low bidder Complete Construction Management did not submit all required documents per the bidding instructions therefore they were disqualified. The next lowest bidder was BurWil and CN found that their bid met all the requirements of the bidding instructions and has recommended awarding the bid to them. As a note, Preston Construction, the highest bid, did meet all the requirements of the bidding instructions.

Mr. Browning is recommending that the Board award the bid to BurWil Construction and when under contract, perform some value engineering to see if the total cost can be reduced.

RECOMMENDATION:

Approve awarding the bid for Restroom/Concession Building to BurWil Construction in the amount of \$953,000, as presented.

BID TABULATION

CLARKNEXSEN
 Date of Bids: August 31, 2023
 Time of Bids: 2:00pm

Project: Tiger Park Concessions Building
 Owner: Town of Jonesborough
 Project #: CN 9128-A

BID ITEMS					
Ref #	Bid Item #	Item Description			
		Name of Bidder	BurWll Construction	Preston Construction	Complete Construction
		License #	00008047	11606	71394
		Base Bid	\$ 953,000.00	\$ 1,100,000.00	\$ 825,000.00
		Alternates			
		TOTAL COMBINED BID	\$ 953,000.00	\$ 1,100,000.00	\$ 825,000.00
		Unit Price Work			
		Subcontractor listing			
	HVAC		Air Movers	SB White	-
	Plumb		Mt. Empire	SB White	-
	Elec		Synergize Elect.	Kingsport Armature	-
	Masonry		Relyt Const.	Preston Const.	-
	Roofing		-	Leonard	-
		Bid Form Complete	X	X	X
		Addendum #1 - Change of Bid Date	X	X	X
		Bid bond	X	X	Missing
		Current Contractor's License	X	X	X
		Tennessee Req'd Forms			
		Anti-Lobbying Amendment Certification	X	X	X
		Iran Divestment Act Certification	X	X	X
		Non-Boycott Of Israel Certification	X	X	X
		Drug-Free Affidavit	X	X	X
		Statement Of Compl. Cert. - Illegal Immigrant	X	X	X
		Certification Of Non-Segregated Facilities	X	X	X
		Certification Regarding Debarment	X	X	X
		Title VI Of The 1964 Civil Rights Act	X	X	X

Certified as Read:

Aaron Brumo, AIA

Date

08/31/2023

BurWil Construction Company, Inc.
 620 Locust Street
 P. O. Box 637 (37621)
 Bristol, TN 37620
 Phone: (423) 968-4158
 Tennessee License No. 00008047
 Class: A
 License Limit: Unlimited
 Expiration Date: October 31, 2023
 Classification: BC; MU; HRA-C; HC-5; LMC
 Commercial and Industrial Building

TO: Attn: Glenn Rosenoff,
 Town Administrator
 Town of Jonesborough
 123 Boone Street
 Jonesborough, TN 37659

	<u>Subcontractor</u>	<u>License No.</u>	<u>Expiration Date</u>	<u>Classification</u>	<u>License Limit</u>
Masonry	<u>Relief Const.</u>	<u>65467</u>	<u>1-31-24</u>	<u>LMC</u>	<u>1,000,000</u>
Mechanical	<u>AIR MOWERS</u>	<u>35557</u>	<u>1-31-25</u>	<u>CMC-C</u>	<u>1,000,000</u>
Plumbing	<u>MT. EMERALD</u>	<u>99471</u>	<u>5-31-25</u>	<u>CMC-A</u>	<u>5,000,000</u>
Electrical	<u>Bywater ELEC.</u>	<u>73827</u>	<u>9-30-23</u>	<u>CE</u>	<u>400,000</u>

**BID FOR CONSTRUCTION OF
 TIGER PARK CONCESSIONS BUILDING
 JONESBOROUGH, TN**

BID FORM

Project: Tiger Park Concessions Building

In compliance with the Invitation for Bids, dated 7/10/23, the undersigned bidder:

BurWil Construction Company, Inc.

Fill in as Appropriate:

- * a corporation organized and existing under the laws of the State of: Virginia
President: George N. Self Corporate Secretary: William C. Burriss III
- * a partnership consisting of:

*an individual trading as:

of the Town of Bristol in the State of Tennessee agrees that if this bid is accepted as hereinafter provided, it will furnish all labor, materials, supplies, tools, and equipment necessary to perform all work and services described in the Invitation to Bid and Instructions to Bidders in strict accordance with the terms and provisions of the attached project specifications, project drawings, and sample contract documents.

If written Notice of Award is received, the bidder agrees to furnish to the Town of Jonesborough, within ten (10) working days after receipt of said Notice of Award, the required insurance certificates naming the Town of Jonesborough as an additional insured.

Bidder understands that the Town reserves the right to reject any or all bids and waive any informality in the bidding.

Bidder agrees that this bid shall be valid for ninety (90) days from the opening date. The successful bidder shall sign and return the contract for this project within ten (10) days of receipt from the Town, at which time this Bid Form will be incorporated by reference and said bid price will be the compensation used for payment under the contract.

Contractor acknowledges the receipt of the following Addenda:

Including Addenda # 1 Dated: 8/22/23

Including Addenda # _____ Dated _____

Including Addenda # _____ Dated _____

The undersigned, having become thoroughly familiar with the terms and conditions of the proposed project specifications, project drawings, and sample contract documents ("project documents") and with the local conditions affecting the performance and cost of the work at the work site; and having fully inspected the site in all particulars, through this bid, proposes and agrees to fully perform the work within the time stated in strict accordance with the project documents, including furnishing any and all labor, materials, and equipment, necessary to timely complete the work required, for the following sum of money:

Bid Price

For the provision of all labor, materials, supplies, tools, equipment, and other incidentals necessary to construct the Tiger Park Concessions Building located at 720 North Cherokee Street, Jonesborough, TN 37659 in accordance with the attached contract documents, project specifications, and drawings.

NINE HUNDRED FIFTY THREE THOUSAND Dollars
(written)

\$ 953,000
(numbers)

Additional Information

1. The bidder understands that the Town reserves the right to reject this bid, but bidder shall not withdraw this bid for ninety (90) days from the date prescribed for its opening.
2. If the Town notifies the bidder in writing of its acceptance of this bid within ninety (90) days after the date set for the public bid opening, the undersigned will execute and deliver to the Town the contract documents in accordance with this bid as accepted. Bidder further warrants that it will furnish and deliver to the Town any required documents and proof of insurance coverage within fifteen (15) days after receiving the notification of the Town's acceptance of this bid.
3. The Town shall issue a notice of acceptance or requests for additional information to the undersigned at the address on the following page, if necessary.
4. **Statement of Compliance with the Iran Divestment Act:** By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid, each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the list created pursuant to Tennessee Code Annotated § 12-12-106.
5. The names of all persons interested in the foregoing bid are the principals.
6. **Certification of no Israel Boycott:** Pursuant to Tennessee Code Annotated § 12-4-119, by signing and submitting this bid, each bidder certifies that it is not engaged in a boycott of the State of Israel and shall not boycott the State of Israel through the term of any contract based on this bid as defined by Tennessee Code Annotated § 12-4-119(a).

IMPORTANT NOTICE: If the bidder or other interested person is a corporation, give the legal name of the corporation, state where incorporated, and names of the President and Secretary; if a partnership, give

the name of the firm and names of all individual copartners composing the firm; if bidder or other interested person is an individual, give first and last names in full.

Bidder attests that no officers or employees of the Town of Jonesborough are members of, or have a financial interest in, the business submitting this bid.

Firm Name: BurWil Construction Company, Inc. President: George N. Self
Incorporated in the State of Virginia Corporate Secretary: William C. Burriss III
Official Address: _____
620 Locust Street
Bristol, TN 37620



By: *William C. Burriss III*
Signature

Date: August 31, 2023

Phone: (423) 968-4158

Name: William C. Burriss III
Printed

E-mail: william.burriss@burwil.com

Title: Corporate Secretary / CFO

Tax ID Number: 54-0717878
TN Contractor's License Number: 00008047

NOTE: In accordance with the Invitation to Bid, the following attachments are required: a Bid Bond of ten percent (10%) of the total bid price, the Drug-Free Workplace Affidavit, and a copy of the bidder's current state contractor's license.

BID BOND

KNOW ALL MEN BY THESE PRESENTS,

That we, BurWil Construction Company, Inc.
(the "Principal"), as Principal, and the Federal Insurance Company, of
2028 Hall's Mill Road Whitehouse Station, NJ 08889 a

corporation duly organized under the laws of the State of Indiana
(the "Surety"), as Surety, are held and firmly bound unto the Town of Jonesborough, Tennessee, (the
"Obligee"), as Obligee, in the sum of ten percent (10%) of the bid price for the payment of which sum well
and truly to be made, the said Principal and the said Surety, bind ourselves, our heirs, executors,
administrators, successors, and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Principal has submitted a bid for the Jonesborough Concessions Building project.

NOW THEREFORE, if the Obligee accepts the bid of the Principal, enters into a contract with the
Principal in accordance with the terms of that bid, and the Principal gives such bond in accordance with
the Invitation to Bid and Instructions to Bidders—with sufficient surety for the faithful performance of such
contract—then this obligation shall be null and void, otherwise it shall remain in full force and effect.

In the event the Principal and the Obligee fail to enter such contract, and if the Principal must pay the
Obligee the difference not to exceed the penalty hereof between the amount specified in said bid and
such larger amount for which the Obligee may contract with another party to perform the work covered by
said bid, then this obligation shall be null and void, otherwise it shall remain in full force and effect.

Signed and sealed this 24th day of August 2023.

IN THE PRESENCE OF:

Debra K. Stanley
Witness

Leanne Hammond
Witness

BurWil Construction Company, Inc.

William C. Burriss III
Principal William C. Burriss III

Corporate Secretary / CFO

Title

Federal Insurance Company
Linda M. Howard (Seal)
Surety

Linda M. Howard Attorney-in-Fact

Title





Power of Attorney

Federal Insurance Company | Vigilant Insurance Company | Pacific Indemnity Company
Westchester Fire Insurance Company | ACE American Insurance Company

Know All by These Presents, that FEDERAL INSURANCE COMPANY, an Indiana corporation, VIGILANT INSURANCE COMPANY, a New York corporation, PACIFIC INDEMNITY COMPANY, a Wisconsin corporation, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY corporations of the Commonwealth of Pennsylvania, do each hereby constitute and appoint Linda M. Howard, Charles C. Martin, James F. Oakes, Heather Rutan and Lavonne Sherrod of Knoxville, Tennessee--

such as their true and lawful Attorney-in-Fact to execute under such designation in their names and to affix their corporate seals to and deliver for and on their behalf as surety thereon or otherwise, bonds and undertakings and other writings obligatory in the nature thereof (other than bail bonds) given or executed in the course of business, and any instruments amending or altering the same, and consents to the modification or alteration of any instrument referred to in said bonds or obligations.

In Witness Whereof, said FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY have each executed and attested these presents and affixed their corporate seals on this 18th day of February, 2021.

Dawn M. Chloros

Dawn M. Chloros, Assistant Secretary

Stephen M. Haney

Stephen M. Haney, Vice President



STATE OF NEW JERSEY
County of Hunterdon

25

On this 18th day of February, 2021 before me, a Notary Public of New Jersey, personally came Dawn M. Chloros and Stephen M. Haney, to me known to be Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY, the companies which executed the foregoing Power of Attorney, and the said Dawn M. Chloros and Stephen M. Haney, being by me duly sworn, severally and each for herself and himself did depose and say that they are Assistant Secretary and Vice President, respectively, of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY and know the corporate seals thereof, that the seals affixed to the foregoing Power of Attorney are such corporate seals and were thereto affixed by authority of said Companies; and that their signatures as such officers were duly affixed and subscribed by like authority.

Notarial Seal



KATHERINE J. ADELAAR
NOTARY PUBLIC OF NEW JERSEY
No. 2318888
Commission Expires July 18, 2024

[Signature]
Notary Public

CERTIFICATION

Resolutions adopted by the Boards of Directors of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, and PACIFIC INDEMNITY COMPANY on August 20, 2016; WESTCHESTER FIRE INSURANCE COMPANY on December 11, 2006; and ACE AMERICAN INSURANCE COMPANY on March 20, 2009:

"RESOLVED, that the following authorizations relate to the execution, for and on behalf of the Company, of bonds, undertakings, recognizances, contracts and other written commitments of the Company entered into in the ordinary course of business (each a "Written Commitment"):

- (1) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise.
(2) Each duly appointed attorney-in-fact of the Company is hereby authorized to execute any Written Commitment for and on behalf of the Company, under the seal of the Company or otherwise, to the extent that such action is authorized by the grant of powers provided for in such person's written appointment as such attorney-in-fact.
(3) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to appoint in writing any person the attorney-in-fact of the Company with full power and authority to execute, for and on behalf of the Company, under the seal of the Company or otherwise, such Written Commitments of the Company as may be specified in such written appointment, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
(4) Each of the Chairman, the President and the Vice Presidents of the Company is hereby authorized, for and on behalf of the Company, to delegate in writing to any other officer of the Company the authority to execute, for and on behalf of the Company, under the Company's seal or otherwise, such Written Commitments of the Company as are specified in such written delegation, which specification may be by general type or class of Written Commitments or by specification of one or more particular Written Commitments.
(5) The signature of any officer or other person executing any Written Commitment or appointment or delegation pursuant to this Resolution, and the seal of the Company, may be affixed by facsimile on each Written Commitment or written appointment or delegation.

FURTHER RESOLVED, that the foregoing Resolution shall not be deemed to be an exclusive statement of the powers and authority of officers, employees and other persons to act for and on behalf of the Company, and such Resolution shall not limit or otherwise effect the exercise of any such power or authority otherwise validly granted or vested."

I, Dawn M. Chloros, Assistant Secretary of FEDERAL INSURANCE COMPANY, VIGILANT INSURANCE COMPANY, PACIFIC INDEMNITY COMPANY, WESTCHESTER FIRE INSURANCE COMPANY and ACE AMERICAN INSURANCE COMPANY (the "Companies") do hereby certify that:

- (i) the foregoing Resolutions adopted by the Board of Directors of the Companies are true, correct and in full force and effect,
(ii) the foregoing Power of Attorney is true, correct and in full force and effect.

Given under my hand and seals of said Companies at Whitehouse Station, NJ, this 24 day of August, 2023.



Dawn M. Chloros

Dawn M. Chloros, Assistant Secretary

IN THE EVENT YOU WISH TO VERIFY THE AUTHENTICITY OF THIS BOND OR NOTIFY US OF ANY OTHER MATTER, PLEASE CONTACT US AT:
Telephone (908) 903-3493 Fax (908) 903-3656 e-mail: surety@chubb.com



STATE OF TENNESSEE
DEPARTMENT OF
COMMERCE AND INSURANCE



BURWIL CONSTRUCTION COMPANY, INC.

30991

ID NUMBER: 8047
LIC STATUS: ACTIVE
EXPIRATION DATE: October 31, 2023

BOARD FOR LICENSING CONTRACTORS
CONTRACTOR

THIS IS TO CERTIFY THAT ALL REQUIREMENTS
OF THE STATE OF TENNESSEE HAVE BEEN MET

BURWIL CONSTRUCTION COMPANY, INC.
P.O. BOX 637
BRISTOL, TN 37621-0637

State of Tennessee

383931

BOARD FOR LICENSING CONTRACTORS
CONTRACTOR

BURWIL CONSTRUCTION COMPANY, INC.

This is to certify that all requirements of the State of Tennessee have been met.

ID NUMBER: 8047
LIC STATUS: ACTIVE
EXPIRATION DATE: October 31, 2023
UNLIMITED; BC; HC-5; HRA-C; LMC; MU



IN-1313
DEPARTMENT OF
COMMERCE AND INSURANCE



STATE OF TENNESSEE
BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352.

Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING – REQUIRED FOR CONTRACTS OVER \$100,000 *Certification for Contracts, Grants, Loans, and Cooperative Agreements*

The undersigned certifies, to the best of his or her knowledge and belief, that:

- No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.



**STATE OF TENNESSEE
IRAN DIVESTMENT ACT CERTIFICATION**

SUBJECT CONTRACT NUMBER(S):	
CONTRACTOR LEGAL ENTITY NAME:	BurWil Construction Company, Inc.
EDISON SUPPLIER IDENTIFICATION NUMBER:	

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract with the state, including a contract renewal or assumption, to certify at the time the bid is submitted or the contract is entered into, renewed, or assigned, that the person or the assignee is not identified on a list created pursuant to § 12-12-106.

Currently, the list is available online at the following website: <https://www.tn.gov/general-services/procurement/central-procurement-office-cpo-library/public-information-library.html>

The Contractor, identified above, certifies by signature below that it is not included on the list of persons created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.

CONTRACTOR SIGNATURE

NOTICE: This certification MUST be signed by an individual with legal capacity to contractually bind the Contractor.

William C. Burriss III, CFO

PRINTED NAME AND TITLE OF SIGNATORY

August 31, 2023

DATE




STATE OF TENNESSEE
NON-BOYCOTT OF ISRAEL CERTIFICATION

The Bidder certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

According to the law, a boycott of Israel means engaging in refusals to deal, terminating business activities, or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel to do business, or persons or entities doing business in Israel, when such actions are taken:

- 1) In compliance with, or adherence to, calls for a boycott of Israel, or
- 2) In a manner that discriminates on the basis of nationality, national origin, religion, or other unreasonable basis, and is not based on a valid business reason. Tenn. Code Ann. § 12-4-119.

	August 31, 2023
Signature of Authorized Representative	Date
William C. Burriss III, CFO	(423) 968-4158 william.burriss@burwil.com
Printed Name	Phone Number / Email Address

DRUG-FREE WORKPLACE AFFIDAVIT

STATE OF Tennessee

COUNTY OF Sullivan

The undersigned, principal officer of BurWil Construction Company, Inc., an employer of five (5) or more employees contracting with Town of Jonesborough government to provide construction services, hereby states under oath as follows:

1. The undersigned is a principal officer of BurWil Construction Company, Inc. (hereinafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
3. The Company is in compliance with T.C.A. § 50-9-113.

Further affiant saith not.



Principal Officer William C. Burriss III, Corporate Secretary/CFO

STATE OF Tennessee

COUNTY OF Sullivan

Before me personally appeared William C. Burriss III, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this 30th day of August, 2023.

M. Marlene Taylor
Notary Public

My commission expires: 9/21/24



**STATEMENT OF COMPLIANCE CERTIFICATE
ILLEGAL IMMIGRANT**

EACH CONTRACTOR BIDDING SHALL FILL IN AND SIGN THE FOLLOWING

Bidder Name: BurWil Construction Company, Inc.

Address: 620 Locust Street

City: Bristol State TN Zip 37620

This is to certify that BurWil Construction Company, Inc. have fully complied with all the requirements of T.C.A. § 12-3-309, stating:

- (1) No state governmental entity shall contract to acquire goods or services from any person who knowingly utilizes the services of illegal immigrants in the performance of a contract for goods or services entered into with a state governmental entity;
- (2) No person may contract to supply goods or services to a state governmental entity if that person knowingly utilizes the services of illegal immigrants in the performance of a contract to supply goods or services entered into with the state or a state entity.

All Bidders for construction services on this project shall be required to submit an affidavit (by executing this compliance document) as part of their bid, that attests that such Bidder shall comply with requirements of T.C.A. § 12-3-309.

Name: William C. Burriss III

Title: CFO

Signature: 

Date: August 31, 2023

CERTIFICATION OF NON-SEGREGATED FACILITIES

(Applicable to Federally assisted construction contracts and related subcontracts exceeding \$10,000, which are not exempt from the Equal Opportunity Clause.)

The Federally assisted construction contract certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The Federally assisted construction contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract. As used in this certification the term "Segregated Facilities" means any waiting rooms, work areas, rest rooms and washrooms, restaurants and other eating areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees, which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom or otherwise. The Federally assisted construction contractor agrees that (except where he/she has obtained identical certification he/she will obtain identical certification from proposed subcontractors prior to award of subcontracts exceeding \$10,000, which are not exempt from the provisions of the Equal Opportunity clause and that he/she will retain such certification in his/her files.



Signature William C. Burriss III

August 31, 2023

Date

BurWil Construction Company, Inc.
Name of Construction Company

CFO
Title of Signer

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (FIRST TIER SUBCONTRACTOR)

For all orders above the limit specified in FAR Section 52.209-6(e) (currently \$30,000) and in accordance with the requirements of FAR 52.209-6, the Offeror must complete and sign the following:

The Offeror certifies, to the best of its knowledge and belief, that—

The Offeror and/or any of its Principals—

Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in subdivision (a)(1)(i)(B) of this provision.

The Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

"Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER SECTION 1001, TITLE 18, UNITED STATES CODE.

A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the University may render the Offeror nonresponsible.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the University, the University may terminate the contract resulting from this solicitation for default.

SIGNATURE: _____

William C. Burriss III, CPO

COMPANY NAME: _____

BurWil Construction Company, Inc.

DATE: _____

August 31, 2023

PUBLIC NOTICE

TITLE VI OF THE 1964 CIVIL RIGHTS ACT

“No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.”

The Town of Jonesborough provides benefits and services such as police protection, fire protection, water service, sewer service, sanitation service, infrastructure needs, and other related municipal services. The Town also provides funds to certain non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Please sign and return to the Town of Jonesborough verifying that your company is in compliance with the above Title VI, 1964 Civil Rights Act.



Authorized Signature

BurWil Construction Company, Inc.
Company

William C. Burriss III, CFO

Print Name

Please return to:

Title VI Coordinator
Town of Jonesborough

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-I-5

SUBJECT: Bids: Tennis Court Construction/Asphalt - School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF.

The bids for Tennis Court Construction/Asphalting were received. Only one bid was received as follows:

- Summers-Taylor, LLC bid \$155,600

Mr. Browning is recommending that the Board award the bid to Summers-Taylor, LLC.

RECOMMENDATION:

Approve awarding the bid for Tennis Court Construction/Asphalting to Summers-Taylor, LLC in the amount of \$155,600, as presented.

BID OPENING FOR: Tennis court construction/Asphalting

DATE: August 10, 2023

BIDS RECEIVED FROM	AMOUNT
<u>Summers & Taylor, LLC</u>	<u>155,600</u>

THOSE IN ATTENDANCE:

Bob Brown
Rachel Long
Glen Russell
Robert Anderson

TOWN OF JONESBOROUGH

TIGER PARK

Notice to Bid

Tennis Court Construction/ Asphalting

The Town of Jonesborough is now receiving bids on the construction of two tennis courts in the athletic area associated with Tiger Park currently under construction. Bids will be received until 2:00 pm on August 10, 2023 at Town Hall, 123 Boone Street, Jonesborough, Tennessee 37659 at which time they will be publicly opened [Bid Specifications can be obtained by contacting Town Hall at 423-753-1030, or by emailing donnaf@jonesboroughtn.org.]

Tennis Court Construction/ Asphalt Specifications

General

Construction will consist of properly preparing the dirt substrate for developing two (2) tennis courts and applying the asphalt in the proper layers and at the proper depth in preparation for later applying a tennis court surface treatment and striping through a separate contract.

- Tennis court construction will take place in the athletic area associated with construction of the new Tiger Park at the new Jonesborough Elementary School currently under construction at 720 N Cherokee Street in Jonesborough, Tennessee with BurWil Construction as the general contractor.
- The tennis court area to be asphalted is 120 feet X 120 feet, and this area will be fenced after paving is complete
- Bids must include bid form provided in specification packet
- Bidders must meet and exceed all specifications
- Any variation from the bid specifications must be clearly identified, and a justification included
- The Jonesborough Board of Mayor and Alderman reserves the right to reject any or all bids
- Bidders must be properly licensed with the State of Tennessee to perform in the scope of work required and at the cost submitted
- Bidders must list at least (10) paving projects of a similar nature including owner contacts, address, and phone number
- Awarded bidder must show proof of workers compensation and adequate liability insurance
- This project may be funded in part by a Local Park and Recreation Fund grant administered by the Tennessee Department of Environment and Conservation Recreation Resources Division

- Project is also funded in part by Rural Development – USDA, a federal agency, and awarded bidder will have to submit required assurance forms
- Bids must be good and remain in place for a period of up to 90 days from the date of submittal

Preparation

Sub-base shall be fine graded to a consistent 1% - 1¼% slope. Slope should be generated over both the length and width of each court to minimize ponding on the finished surface. Roll sub-base for compaction.

GPS Equipment Required

Slope, percentages are critical, and GPS controlled equipment is required for grading and stone base installation.

Limestone Base

Stone base shall be six (6") inches of one (1") inch or less crushed limestone, grading the crushed stone to a precise and consistent 1% to 1¼ % slope. Stone shall be rolled in layers for compaction.

Asphalt Base

The asphalt base shall be three (3") inches thick of large aggregate asphalt. Asphalt shall be rolled for compaction.

Asphalt Surface

The surface coat of asphalt shall be two (2") inches of fine grade asphalt using one-half (1/2") inch particle size stone or less. Asphalt shall be rolled for compaction maintaining proper slope to avoid ponding on the court.

Standards

Asphalt application shall meet the American Sports Builders Association and the National Asphalt Pavement Association's standards for tennis court paving

Questions/ Clarifications

Questions can be submitted to Bob Browning, Project Manager on the new school project, at bobb@jonesboroughtn.org or 423-791-3801. Questions must be submitted on or before August 4, 2023. Bidders are encouraged to provide contact information upon obtaining specifications in order to receive any clarifications or addendums to specifications

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-I-6

SUBJECT: Bids: Track & Tennis Court Surfacing - School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF.

The bids for Track and Tennis Court Surfacing – Court Nets were received. Only one bid was received as follows:

- Competition Athletic Surfaces bid \$106,000

Mr. Browning is recommending that the Board award the bid to Competition Athletic Surfaces.

RECOMMENDATION:

Approve awarding the bid for Track and Tennis Court Surfacing – Court Nets to Competition Athletic Surfaces in the amount of \$106,000, as presented.

BID OPENING FOR: Track + Tennis Court Surfacing

DATE: August 10, 2023

BIDS RECEIVED FROM	AMOUNT
<i>Competition Athletic Surfaces</i>	<i>106,000</i>

THOSE IN ATTENDANCE:

Eda Manning
Arabel Cooper
Glass Rowlett
Robert Anderson

**TOWN OF JONESBOROUGH
TIGER PARK
NOTICE TO BID
TRACK AND TENNIS COURT SURFACING – COURT NETS**

The Town of Jonesborough is now receiving bids on the purchase and installation of a rubberized surface on the new track being constructed in association with the new Tiger Park and the new Jonesborough K-8 school, as well as providing and installing a Laykold acrylic colorcoat system on two asphalt tennis courts also being constructed in the athletic area of the new park site. The striping of the tennis courts and installation of nets are also a component of the surfacing project. Bids will be received until 2:00 p.m., on August 10, 2023 at Town Hall, 123 Boone Street, Jonesborough, TN at which time they will be publicly opened. [Bid specifications can be obtained by contacting Town Hall at 423-753-1030, or by emailing donna@jonesboroughtn.org.]

TRACK AND TENNIS COURT SURFACING – COURT NETS SPECIFICATIONS

GENERAL

- The track and tennis court surfacing will be on the 48.51-acre site at 720 N. Cherokee St. in Jonesborough, where Tiger Park and the new Jonesborough K-8 School ARE currently being constructed.
- The substrate base surface of the track and two (2) tennis courts will be asphalt.
- The grading, base, and asphaltting of The track will be performed by Summers Taylor, Inc of Johnson City, TN.
- Bidders must meet or exceed all specifications.
- Any variation from the bid specifications must be clearly identified, and a justification included.
- Bids must include bid form provided in specification packet.
- Bidders must show capability of providing complete installation of surfacing and warranties must detail what is covered, what is excluded, any conditions of service, response time guarantee, and awarded bidder must be responsible for processing and handling all warranties of parts and labor.

- Bidder selected will be based on cost of surfacing and equipment and their installation, compliance with specifications, quantity and length of warranties, experience with similar projects, and projected schedule of installation.
- Bidders must list at least ten (10) similar surfacing projects with tracks and tennis courts including owner contacts, address, and phone number.
- The Jonesborough Board of Mayor and Alderman reserves the right to reject any or all bids.
- Surface coatings must be applied per manufacturer's specifications including temperature, drying time, and conditions.
- Bidders must submit manufacturer's specifications for components and system, and must provide proof of being an Authorized Applicator of the manufacturer's surface system.
- This project may be funded in part by a Local parks and Recreation Fund Grant administered by the Tennessee Department of Environment and Conservation Recreation Resources Division
- Bids must be good and remain in place for a period of up to 90 days from the date of submittal.
- Awarded bidder must show proof of workers compensation and adequate liability insurance.
- Manufacturer must be a member of ASBA (American Sports Builders Association).
- Bidder must be licensed in the State of Tennessee with a Contractor's License covering the scope and cost of the work to be performed in the specifications bid
- This project is also funded in part by Rural Development – USDA, a federal agency, and awarded bidder must submit federal assurance forms as required.

SURFACING OF TRACK

Description

Purpose is to apply to the new asphalt track system a resilient track surfacing system utilizing specially compounded, pigmented, water-based binders and select rubber granules to provide strength, flexibility and to prevent ultraviolet degradation; and a top coat is applied to further protect against harmful UV rays and to reduce wear; resulting in a system providing a durable, resilient, spike resistant surface for recreational use.

Project Size

The asphalt track circles the football/ soccer field and is 16,320 square feet. Cross slope is no more than 2%.

Surface

Project includes furnishing and installing Plexitrac Running Track resilient surfacing manufactured by California Products Corporation, or qualified equal, on accepted asphalt pavement.

- Surface applied shall be ½ inch thick and may be black.
- Surface applied to asphalt shall comply with guidelines of the American Sports Builders Association and National Asphalt Pavement Association for surface planarity and density.
- All liquid material shall be from a single source and manufactured for the purpose of resilient track construction.
- Awarded bidder shall record the batch number of each product used on the site and maintain it throughout the warranty period.
- Awarded bidder shall provide the Town an estimated volume of each liquid and the weight of the rubber granule to be used on site.

Surface Preparation

Prior to the application of surfacing materials, the entire surface should be flooded and checked for minor depressions or irregularities. Any puddled area covering a nickel shall be marked and repaired with Court Patch Binder, a 100% acrylic resin blended with Portland Cement and Silica Sand, and after patching the asphalt surface shall not vary more than 1/8" in 10' measured any direction. Patchwork must dry thoroughly, and the surface to be coated must be sound, smooth and free from dust, dirt and oily materials.

Construction Primer

- A tact coat of a latex emulsion primer – SBR emulsion must be applied over the entire surface at a rate of .04 gallons/ square yard and allowed to dry thoroughly.
- Track Surface – Materials shall be applied to achieve a dense uniform surface of not less than ½ inches in not less than three layers. The Plexitrac or equal high viscosity Polyresin blend Binder must be evenly distributed amongst the rubber

granules upon the application of materials with coverage rates measured in accordance with International Association of Athletic Federation standards.

- Surface thickness shall be 1/2 inches (12.5mm) at 14lbs/ square yard or .78 gallons/ square yard.
- Binder to rubber ratio shall be 1 gallon per 18lbs of black S.B.R. rubber.
- Any materials used must be emulsion/ water-based product. Any products which require solvents such as MEK, Butyl Cellusolve, or Acetone for clean-up or mixing are not acceptable. Materials may not have a flash point of less than 200° F and must have a VOC of less than 150 g/lt for binder products. The VOC for topcoats shall be less than 100 g/lt measured by EPA method 24.
- Product substitution - if other than the products specified, bidder must submit at the bid submittal date a complete typed list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate that the proposed substitution is equal quality and utility to that originally specified. Information must include a QUV test of at least 1,000 hours, and IAAF test information for the system proposed as an alternate.
- Prior to applying top coating and line marking, the surface shall be tested in numerous locations to ensure depth has been met in all locations around track.
- Color Enhancement – to enhance color depth, adding 5 gallons of Plexicolor or equal water-borne colorant pigment to each 55-gallon drum of Binder on the final spray coat is recommended.

Top Coat

- Plexitrac or approved equal shall be applied by approved spray equipment at a rate not less than .10 gallons per square yard. Top coat must be a fully pigmented acrylic system specially designed for track surfaces and applied in two coats at a coverage rate of .05 gallons per square yard.

Line Marking

- Surface applications must dry at least 48 hours prior to applying line markings.
- Layout of all lines and markings must comply to tolerances set forth by ASBA requirements.
- All lines shall receive sufficient paint to assure complete opacity and uniformity by color.

- Paint used shall be 100% acrylic latex paint made especially for painting lines on sports surfaces, and shall be used as specified by manufacturer.
- Awarded bidder must submit a striping and color design of track for approval by owner prior to installation.

Clean-Up

- Awarded bidder shall remove all spills and overruns, protect other structures from overspray, removal all containers and debris, and leave site in an orderly condition.

TENNIS COURT SURFACING AND STRIPING

Description: Surface coating shall be a Laykold ColorCoat System or approved equal applied to an asphalt substrate. The asphalt substrate must be allowed to cure a minimum of 30 days prior to applying any of the coatings.

Asphalt Surface Preparation

- In addition to curing at least 30 days, the surface shall be thoroughly cleaned by General Contractor and free of all loose material, dirt, or dust.
- Asphalt surface shall be flooded by Awarded Bidder and allowed to drain a minimum of 30 minutes and a maximum of one (1) hour. Any area that holds water or puddles shall be leveled using Laykold Acrylic Deep Patch count patch binder slurry or approved equal. Prime areas should be patched with a 50/50 mixture of patch binder and water as specified by manufacturer. Primers shall be brushed into place and allow to dry prior to patching, and patch mix shall consist of Acrylic Deep Patch, 50-mesh sand, and Type 1 Portland Cement. Mix as per manufacturer's directions.
- Areas patched shall be allowed to cure and then ground smooth and leveled with the substrate by acceptable method.

Surface Coatings

Laykold NuSurf or equal is used for smoothing new substrate if surface is rough. 1
– 2 coats, as needed.

Laykold ColorCoat Concentrate or equal textured batch mixture consisting of pigmented wear-resistant acrylic emulsion. Two (2) coats are required (Percent solids by weight must be a minimum of 49% and/or 12.9 (+/-3) pounds/gallon.

Laykold Line Prime or equal clear drying acrylic emulsion line primer, one coat, with solids by weight 67% minimum and/or 11.4 pounds per gallon.

Paint – Laykold Textured White Line Paint or equal that is factory textured, wear resistant acrylic emulsion line marking paint. 1 – 2 coats as required with percent solids by weight a minimum of 67% and/or 11.4 pounds per gallon.

Batch coat shall consist of 55 gallons of Laykold ColorCoat Concentrate, 25 to 35 gallons of potable water and 300 - 450 pounds of clean, bagged silica sand (80 – 100 mesh). Application rate shall be .04 - .05 gallons per yard of undulated Laykold ColorCoat Concentrate per coat. Finish batch coat shall consist of 55 gallons of Laykold ColorCoat Concentrate and 55 gallons of potable water – application rate shall be .03 - .04 gallons per yard.

Product substitution - if other than the products specified, bidder must submit at the bid submittal date a complete typed list of proposed substitutions with sufficient data, drawings, samples and literature to demonstrate that the proposed substitution is equal quality and utility to that originally specified.

Line Marking

- Surface applications must dry at least 48 hours prior to applying line markings.
- Layout of all lines and markings must comply to tolerances set forth by ASBA requirements.
- All lines shall receive sufficient paint to assure complete opacity and uniformity by color.
- Paint used shall be 100% acrylic latex paint made especially for painting lines on sports surfaces, and shall be used as specified by manufacturer.
- Awarded bidder must submit a striping and color design of tennis courts for approval by owner prior to installation.

TENNIS COURT POSTS AND NETTING

Description: Tennis posts will be Douglas Primer DTP-37 Steel tennis posts or equal and tennis nets will be Douglas Tennis Net #30038TD or equal. Posts and nets shall be for two courts, and must be provided and installed as part of the surfacing bid for the two tennis courts.

Post Specifications

- Posts shall be 3"OD round, 7-gauge steel and 60 inches of which 42" is above ground.
- Welded lacing rods, cast aluminum alloy caps and gear housing.
- Baked on polyester powder paint coat finish – green.
- Internally wound plated steel gears with 30:1 self-locking gear and removable handle.

Post Warranty – 5 Years

Net Specifications

- 3.5 mm solid core knotted braided polyethylene with 325 lb. break strength.
- Top six (6) rows hand-braided double mesh netting.
- Tapered to 36" high in center of net.
- 2-ply vinyl coated polyester headband.
- Black vinyl side pockets with fiber.
- Standard net dimensions 3 ft. 6" high X 41 ft. 9" long.

Installation – Posts and netting shall be installed as recommended in manufacturer's written directions. Awarded bidder shall provide all equipment, labor and materials necessary to install posts and netting with the exception of footers for the net posts.

Submittals

- Bidders must provide manufacturer's product data as part of bid.
- Product substitution – if other than the products specified, bidder must submit at the bid submittal date a complete typed list of proposed substitutions with sufficient data, drawings, samples, and literature to demonstrate that the proposed substitution is equal quality and utility to that originally specified.
- Awarded bidder must provide drawings of manufacturer's recommended installation and foundation requirements prior to actual installation for owner's/architect's review.

Questions may be submitted to Bob Browning at bobb@jonesboroughtn.org or 423-791-3801. Questions must be submitted by August 4, 2023.

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-1-7

SUBJECT: Bids: Field & Court Lighting - School Project – Tiger Park

BACKGROUND:

We have received formal notification on 9/1/2023 that we have been awarded the Local Parks and Recreation Fund Grant for Tiger Park at the new Jonesborough school and grant dollars awarded total \$2,245,000. The school's project manager Bob Browning had already updated the BMA with a more detailed memorandum on the LPRF.

The bids for Field and Court Lighting were received. We received 2 bids as follows:

- Kingsport Armature & Electric Co., Inc bid amount is \$1,128,800
- Premiere Sports Lighting bid amount is \$649,000

Mr. Browning is recommending that the Board award the bid to Premiere Sports Lighting.

RECOMMENDATION:

Approve awarding the bid for Field and Court Lighting to Premiere Sports Lighting in the amount of \$649,000, as presented.

Town of Jonesborough
TIGER PARK
ATHLETIC FIELD LIGHTING
BID FORM: 2:00PM July 27, 2023

Note: Bids submitted must be good for ninety (90) days from date bids are due.

Note: All variations from specifications must be clearly identified.

- Supplemental Required Information in specifications has been provided:

Yes No

- Cost of lighting all four field areas and two tennis courts \$ 649,000.00

- List any Variations from Specifications: _____

Down payment: 50% due with purchase order

Delivered product to site: 30% due

Project Completed: 20% due, Net 15 days

- Warranty Information (materials and labor): _____

25 years parts and labor (warranty document provided)

Projected Schedule of implementation based on notice of award and notice to proceed: _____

Pole bases and electrical 4-6 weeks after signed submittal approval.

Poles and lights erected 18-20 weeks after signed submittal approval.

Company Submitting Bid: Premier Sports Lighting, LLC

Address: _____

2100 Chespark Driver, Gastonia, NC 28052

Submitted By and Title: Andrew Weathers

Print



Signature

07/24/23

Date

Contact Information: Phone: 800-674-6058 Email: andrew@psl-sports.com

State Contractor's License Number: TBD

Years business has been in operation: 6

List of ten lighting projects of athletic fields, including owner contacts, address and phone numbers attached: Yes No

PSL has an unlimited license in the state of North Carolina. The state of North Carolina has a reciprocal agreement with Tennessee. If awarded project we will get the proper licenser through reciprocity.



TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION
RECREATION EDUCATIONAL SERVICES
WR Snodgrass TN Tower, 312 Rosa L. Parks Avenue, 2nd Floor, Nashville, TN 37243
PH: 615-532-0748 FAX: 615-532-0732

CERTIFICATION OF CONTRACTOR
REGARDING CONFLICTS OF INTEREST,
LOBBYING, NONDISCRIMINATION, PUBLIC ACCOUNTABILITY,
AND PUBLIC NOTICE

This certification is required by the agency that has funded, in part, by: (check one)

- Local Park & Recreation Fund (LPRF) Land & Water Conservation Fund (LWCF)
 Recreation Trail Program (RTP) Other _____

The Contractor, Premier Sports Lighting, LLC, by signing and submitting this Certification, acknowledges the following: This Certification will be incorporated into the Agreement executed between: Premier Sports Lighting, LLC (the Grantee) and the Contractor.

By signing and submitting this Certification, the Contractor certifies that neither it, its principals nor affiliates has violated the following:

1. **Conflicts of Interest:** The Grantee warrants that no part of the total Grant Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Grantee in connection with any work contemplated or performed relative to this Grant Contract.
2. **Lobbying:** The Grantee certifies to the best of its knowledge and belief that:
 - a. No federally appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
 - b. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this contract, grant, loan, or cooperative agreement, the Grantee shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
 - c. The Grantee shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

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

3. **Nondiscrimination:** The Grantee hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Grant Contract or in the employment practices of the Grantee on the grounds of handicap or disability, age, race, color,

religion, sex, national origin, or any other classification protected by federal, Tennessee state constitutional, or statutory law. The Grantee shall, upon request, show proof of nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

4. Public Accountability. If the Grantee is subject to Tenn. Code Ann. § 8-4-401 *et seq.*, or if this Grant Contract involves the provision of services to citizens by the Grantee on behalf of the State, the Grantee agrees to establish a system through which recipients of services may present grievances about the operation of the service program. The Grantee shall also display in a prominent place, located near the passageway through which the public enters in order to receive Grant supported services, a sign at least eleven inches (11") in height and seventeen inches (17") in width stating:

NOTICE: THIS AGENCY IS A RECIPIENT OF TAXPAYER FUNDING. IF YOU OBSERVE AN AGENCY DIRECTOR OR EMPLOYEE ENGAGING IN ANY ACTIVITY WHICH YOU CONSIDER TO BE ILLEGAL, IMPROPER, OR WASTEFUL, PLEASE CALL THE STATE COMPTROLLER'S TOLL-FREE HOTLINE: 1-800-232-5454.

The sign shall be on the form prescribed by the Comptroller of the Treasury. The Grantor State Agency shall obtain copies of the sign from the Comptroller of the Treasury, and upon request from the Grantee, provide Grantee with any necessary signs.

5. Public Notice: All notices, informational pamphlets, press releases, research reports, signs, and similar public notices prepared and released by the Grantee in relation to this Grant Contract shall include the statement, "This project is funded under a grant contract with the State of Tennessee." All notices by the Grantee in relation to this Grant Contract shall be approved by the State.
6. Records: The Grantee and any approved subcontractor shall maintain documentation for all charges under this Grant Contract. The books, records, and documents of the Grantee and any approved subcontractor, insofar as they relate to work performed or money received under this Grant Contract, shall be maintained in accordance with applicable Tennessee law. In no case shall the records be maintained for a period of less than five (5) full years from the date of the final payment. The Grantee's records shall be subject to audit at any reasonable time and upon reasonable notice by the Grantor State Agency, the Comptroller of the Treasury, or their duly appointed representatives.

The records shall be maintained in accordance with Governmental Accounting Standards Board (GASB) Accounting Standards or the Financial Accounting Standards Board (FASB) Accounting Standards Codification, as applicable, and any related AICPA Industry Audit and Accounting guides.

In addition, documentation of grant applications, budgets, reports, awards, and expenditures will be maintained in accordance with U.S. Office of Management and Budget's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.

Grant expenditures shall be made in accordance with local government purchasing policies and procedures and purchasing procedures for local governments authorized under state law.

The Grantee shall also comply with any recordkeeping and reporting requirements prescribed by the Tennessee Comptroller of the Treasury.

The Grantee shall establish a system of internal controls that utilize the COSO Internal Control - Integrated Framework model as the basic foundation for the internal control system. The Grantee shall incorporate any additional Comptroller of the Treasury directives into its internal control system.

Any other required records or reports which are not contemplated in the above standards shall follow the format designated by the head of the Grantor State Agency, the Central Procurement Office, or the Commissioner of Finance and Administration of the State of Tennessee.

Grantee's Authorized Representative:
(USUALLY MAYOR)

Signature

Print Name

Title

Date

CONTRACTOR: Premier Sports Lighting, LLC



Signature

Andrew Weathers

Print Name

CEO

Title

07/24/23

Date

07/24/23

Date

07/24/23

Date

07/24/23

Date

NOTICE OF REQUIREMENTS FOR AFFIRMATIVE ACTION
TO ENSURE EQUAL EMPLOYMENT OPPORTUNITY
(EXECUTIVE ORDER 11246 AND 41 CFR PART 60-4)

The following notice shall be included in, and shall be made a part of all solicitations for offers and bids on all Federal and federally-assisted construction contracts or subcontracts in excess of \$10,000.

The Offer's or Bidder's attention is called to the "Equal Opportunity Clause" and the "Standard Federal Equal Employment Opportunity Construction Contract Specifications" set forth herein.

The goals and timetables for minority and female participation, expressed in percentage terms for the Contractor's aggregate workforce in each trade for all construction work in the covered area, are as follows:

Timetables	Goals for minority Participation for each Trade	Goals for female participation for each trade
	2.6%	6.9%

These goals are applicable to all the Contractor's construction work (whether or not it is Federal or federally-assisted) performed in the covered area.

The Contractor's compliance with the Executive Order and the regulations in 41 CFR Part 60.4 shall be based on its implementation of the Equal Opportunity Clause, specific affirmative action obligations required by the specifications set forth in 41 CFR 60-4.3(a) and its efforts to meet the goals established for the geographical area where the contract resulting from this solicitation is to be performed. The hours of minority and female employment and training must be substantially uniform throughout the length of the contract, and in each trade, and the contractor shall make a good faith effort to employ minorities and women evenly on each of its projects. The transfer of minority or female employees or trainees from Contractor to Contractor or from project to project for the sole purpose of meeting the Contractor's goals shall be a violation of the contract, the Executive Order and the regulations of 41 CFR 60-4. Compliance with the goals will be measured against the total work hours performed. The Contractor shall provide written notification to the appropriate Regional Office of the Office of Federal Contract Compliance Programs within 10 working days of award of any construction subcontract in excess of \$10,000 at any tier for construction work under the contract resulting from this solicitation. The notification shall list the name, address and telephone number of the subcontractor; employer identification number; estimated dollar amount of the subcontract; and the geographical area in which the contract is to be performed.

As used in this Notice, and the contract resulting from this solicitation, the "covered area" is:



STATE OF TENNESSEE

BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352.

Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING – REQUIRED FOR CONTRACTS OVER \$100,000 *Certification for Contracts, Grants, Loans, and Cooperative Agreements*

The undersigned certifies, to the best of his or her knowledge and belief, that:

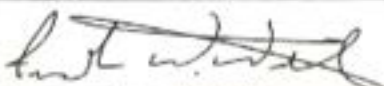
No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

	07/24/23
Signature of Authorized Representative	Date
Andrew Weathers CEO	800-674-6058 andrew@psl-sports.com
Printed Name and Title	Phone Number / Email Address



**STATE OF TENNESSEE
IRAN DIVESTMENT ACT CERTIFICATION**

SUBJECT CONTRACT NUMBER(S):	
CONTRACTOR LEGAL ENTITY NAME:	Premier Sports Lighting, LLC
EDISON SUPPLIER IDENTIFICATION NUMBER:	

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract with the state, including a contract renewal or assumption, to certify at the time the bid is submitted or the contract is entered into, renewed, or assigned, that the person or the assignee is not identified on a list created pursuant to § 12-12-106.

Currently, the list is available online at the following website: <https://www.tn.gov/generalservices/procurement/central-procurement-office-cpo/library/public-information-library.html>

The Contractor, identified above, certifies by signature below that it is not included on the list of persons created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.

A handwritten signature in black ink, appearing to read "Andrew Weathers".

CONTRACTOR SIGNATURE

NOTICE: This certification MUST be signed by an individual with legal capacity to contractually bind the Contractor.

Andrew Weathers

PRINTED NAME AND TITLE OF SIGNATORY

07/24/23

DATE

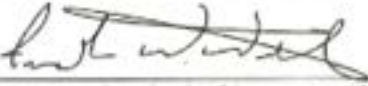


STATE OF TENNESSEE
NON-BOYCOTT OF ISRAEL CERTIFICATION

The Bidder certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

According to the law, a boycott of Israel means engaging in refusals to deal, terminating business activities, or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel to do business, or persons or entities doing business in Israel, when such actions are taken:

- 1) In compliance with, or adherence to, calls for a boycott of Israel, or
- 2) In a manner that discriminates on the basis of nationality, national origin, religion, or other unreasonable basis, and is not based on a valid business reason. Tenn. Code Ann. § 12-4-119.

	07/24/023
Signature of Authorized Representative	Date
Andrew Weathers	800-674-6058 andrew@psi-sports.com
Printed Name	Phone Number / Email Address

DRUG-FREE WORKPLACE AFFIDAVIT

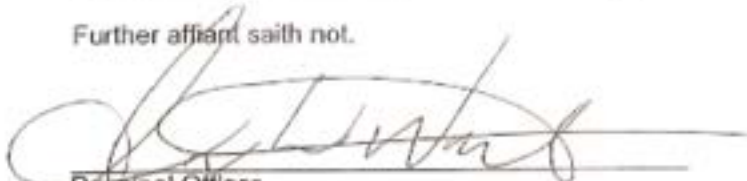
STATE OF North Carolina

COUNTY OF Gaston

The undersigned, principal officer of Premier Sports Lighting, LLC, an employer of five (5) or more employees contracting with Town of Forestburg government to provide construction services, hereby states under oath as follows:

- 1. The undersigned is a principal officer of Premier Sports Lighting, LLC (hereinafter referred to as the "Company"), and is duly authorized to execute this Affidavit on behalf of the Company.
- 2. The Company submits this Affidavit pursuant to T.C.A. § 50-9-113, which requires each employer with no less than five (5) employees receiving pay who contracts with the state or any local government to provide construction services to submit an affidavit stating that such employer has a drug-free workplace program that complies with Title 50, Chapter 9, of the Tennessee Code Annotated.
- 3. The Company is in compliance with T.C.A. § 50-9-113.

Further affirm saith not.



Principal Officer

STATE OF North Carolina

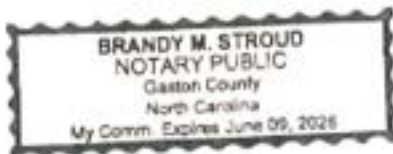
COUNTY OF Gaston

Before me personally appeared Andrew Weathers, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who acknowledged that such person executed the foregoing affidavit for the purposes therein contained.

Witness my hand and seal at office this 25th day of July, 2023.

Brandy M. Stroud
Notary Public

My commission expires: June 9th, 2024



**STATEMENT OF COMPLIANCE CERTIFICATE
ILLEGAL IMMIGRANT**

EACH CONTRACTOR BIDDING SHALL FILL IN AND SIGN THE FOLLOWING

Bidder Name: Premier Sports Lighting, LLC

Address: 2100 Chespark Dr

City: Gastonia State NC Zip 28052

This is to certify that Premier Sports Lighting, LLC have fully complied with all the requirements of T.C.A. § 12-3-309, stating:

- (1) No state governmental entity shall contract to acquire goods or services from any person who knowingly utilizes the services of illegal immigrants in the performance of a contract for goods or services entered into with a state governmental entity;
- (2) No person may contract to supply goods or services to a state governmental entity if that person knowingly utilizes the services of illegal immigrants in the performance of a contract to supply goods or services entered into with the state or a state entity.

All Bidders for construction services on this project shall be required to submit an affidavit (by executing this compliance document) as part of their bid, that attests that such Bidder shall comply with requirements of T.C.A. § 12-3-309.

Name: Andrew Weathers

Title: CEO

Signature: 

Date: 07/24/23

CERTIFICATION OF NON-SEGREGATED FACILITIES

(Applicable to Federally assisted construction contracts and related subcontracts exceeding \$10,000, which are not exempt from the Equal Opportunity Clause.)

The Federally assisted construction contract certifies that he/she does not maintain or provide for his/her employees any segregated facilities at any of his/her establishments and that he/she does not permit his/her employees to perform their services at any location, under his/her control, where segregated facilities are maintained. The Federally assisted construction contractor agrees that a breach of this certification is a violation of the Equal Opportunity Clause in this contract. As used in this certification the term "Segregated Facilities" means any waiting rooms, work areas, rest rooms and washrooms, restaurants and other eating areas, parking lots, drinking fountains, recreation or entertainment areas, transportation and housing facilities provided for employees, which are segregated by explicit directive or are in fact segregated on the basis of race, creed, color, or national origin, because of habit, local custom or otherwise. The Federally assisted construction contractor agrees that (except where he/she has obtained identical certification he/she will obtain identical certification from proposed subcontractors prior to award of subcontracts exceeding \$10,000, which are not exempt from the provisions of the Equal Opportunity clause and that he/she will retain such certification in his/her files.



Signature

Premier Sports Lighting, LLC

Name of Construction Company

CEO

Title of Signer

07/24/23

Date

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, PROPOSED DEBARMENT, AND OTHER RESPONSIBILITY MATTERS (FIRST TIER SUBCONTRACTOR)

For all orders above the limit specified in FAR Section 52.209-6(e) (currently \$30,000) and in accordance with the requirements of FAR 52.209-6, the Offeror must complete and sign the following:

The Offeror certifies, to the best of its knowledge and belief, that—

The Offeror and/or any of its Principals—

Are not presently debarred, suspended, proposed for debarment, or declared ineligible for the award of contracts by any Federal agency;

Have not, within a three-year period preceding this offer, been convicted of or had a civil judgment rendered against them for: commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, state, or local) contract or subcontract; violation of Federal or state antitrust statutes relating to the submission of offers; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property; and

Are not presently indicted for, or otherwise criminally or civilly charged by a governmental entity with, commission of any of the offenses enumerated in subdivision (a)(1)(i)(B) of this provision.

The Offeror has not, within a three-year period preceding this offer, had one or more contracts terminated for default by any Federal agency.

"Principals," for the purposes of this certification, means officers; directors; owners; partners; and, persons having primary management or supervisory responsibilities within a business entity (e.g., general manager; plant manager; head of a subsidiary, division, or business segment, and similar positions).

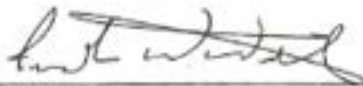
THIS CERTIFICATION CONCERNS A MATTER WITHIN THE JURISDICTION OF AN AGENCY OF THE UNITED STATES AND THE MAKING OF A FALSE, FICTITIOUS, OR FRAUDULENT CERTIFICATION MAY RENDER THE MAKER SUBJECT TO PROSECUTION UNDER SECTION 1001, TITLE 18, UNITED STATES CODE.

A certification that any of the items in paragraph (a) of this provision exists will not necessarily result in withholding of an award under this solicitation. However, the certification will be considered in connection with a determination of the Offeror's responsibility. Failure of the Offeror to furnish a certification or provide such additional information as requested by the University may render the Offeror nonresponsible.

Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render, in good faith, the certification required by paragraph (a) of this provision. The knowledge and information of an Offeror is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

The certification in paragraph (a) of this provision is a material representation of fact upon which reliance was placed when making award. If it is later determined that the Offeror knowingly rendered an erroneous certification, in addition to other remedies available to the University, the University may terminate the contract resulting from this solicitation for default.

SIGNATURE: _____



COMPANY NAME: Premier Sports Lighting, LLC

DATE: 07/24/23

PUBLIC NOTICE

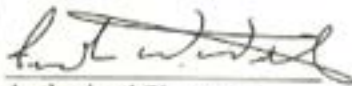
TITLE VI OF THE 1964 CIVIL RIGHTS ACT

"No person in the United States shall, on the ground of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

The Town of Jonesborough provides benefits and services such as police protection, fire protection, water service, sewer service, sanitation service, infrastructure needs, and other related municipal services. The Town also provides funds to certain non-profit organizations.

Anyone who believes that an agency or local government receiving the federal funding mentioned above has discriminated against someone on the basis of race, color or national origin has a right to file a complaint within 180 days of the alleged discrimination.

Please sign and return to the Town of Jonesborough verifying that your company is in compliance with the above Title VI, 1964 Civil Rights Act.



Authorized Signature

Andrew Weathers

Print Name

Please return to:

Title VI Coordinator
Town of Jonesborough

Premier Sports Lighting, LLC
Company

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-J

SUBJECT: Change Order-GRC Construction – Jackson Theatre Project

BACKGROUND:

Project Manager Bob Browning provided a memorandum to the Board on July 17, 2023 identifying change orders from our contractor GRC totaling \$226,316.56. There were other outstanding costs of changes that were under review during that time and through present time. Attached you will find the memorandum from Mr. Browning, the revised AIA Change Order form from GRC, and the individual change order forms supporting the AIA Change Order Number 12 totaling \$286,395.11. As you are aware, the BMA passed a resolution authorizing a Bond Anticipation Note in the amount of \$1,200,000 for the Jackson Theatre Project to take the project to completion.

RECOMMENDATION:

Approve GRC's Change Order Number 12 for the Jackson Theatre in the amount of \$286,395.11, as presented.

AIA Document G701[®] – 2017

Change Order

PROJECT: <i>(Name and address)</i> Jackson Theater Jonesborough, TN	CONTRACT INFORMATION: Contract For: General Construction Date: February 25, 2019	CHANGE ORDER INFORMATION: Change Order Number: 012 Date: 08/16/2023
OWNER: <i>(Name and address)</i> TOWN OF JONESBOROUGH 123 BOONE ST JONESBOROUGH TN 37659	ARCHITECT: <i>(Name and address)</i> CLARKNEXSEN 210 E WATAUGA AVE JOHNSON CITY TN 37601	CONTRACTOR: <i>(Name and address)</i> GOINS RASH CAIN INC 130 REGIONAL PARK DRIVE KINGSPORT TN 37660

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

REVISIONS, INCLUDING BUT NOT LIMITED TO: ELEVATOR WORK, CEILING, INTERIOR WALLS, ADDITIONAL OFFICE, FLOORS.

The original Contract Sum was	\$	1,778,000.00
The net change by previously authorized Change Orders	\$	3,875,327.75
The Contract Sum prior to this Change Order was	\$	5,653,327.75
The Contract Sum will be increased by this Change Order in the amount of	\$	286,395.11
The new Contract Sum including this Change Order will be	\$	5,939,722.86



\$5,609,578.84

\$5,895,973.95

The Contract Time will be increased by Zero (0) days.
The new date of Substantial Completion will be

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

CLARKNEXSEN ARCHITECT <i>(Firm name)</i>	GOINS RASH CAIN INC CONTRACTOR <i>(Firm name)</i>	TOWN OF JONESBOROUGH OWNER <i>(Firm name)</i>
 SIGNATURE	 SIGNATURE	 SIGNATURE
KEN ROSS PRINTED NAME AND TITLE	TRAVIS WHITE PRINTED NAME AND TITLE	 PRINTED NAME AND TITLE
8/16/23 DATE	8/23/23 DATE	 DATE

MEMO

To: Glenn Rosenoff
Board of Mayor and Alderman

From: Bob Browning

Date: July 17, 2023

RE: Change Orders with Jackson Theatre Project

I have previously listed a number of change orders associated with the Jackson Theatre renovation. We are continuing to try to nail down any additional cost that might be associated with completing the renovation project. I won't go over any of the explanation information that was on the lengthy soliloquy I sent out a few weeks ago, but I will list the costs as they are to-date that will result in the necessity for AIA change orders to be submitted to the BMA for approval. The AIA change order documents have to come from the architect. The Change Orders marked as approved are based on GRC getting verbal approval on the cost because a decision had to be made immediately in order for construction to continue. I will try to briefly describe the reason for the change in cost for each item. The RFI notations is a Request for Information from the contractor to the architect where more detailed information is needed. The lower the number means the information was requested earlier in the project.

RFI - 8: Frame Wall in front of X bracing \$5,357.47 - Approved.

This is the back wall of the stage that had big steel bracing in an X pattern that was very unsightly and needed to be covered. The framers were on the stage and there was no plan for covering the steel framework, which went all the way up the back wall of the addition. It was covered in sheet rock.

RFI - 10: Cost associated with missing detail on balcony knee was and handrail \$22,615.

There was not any detail on the front wall of the balcony in the specifications

including the required handrail, so it was not priced by GRC. When they did get the detail, the construction cost was the amount submitted.

RFI - 15: Cost to Build Elevator Machine Room \$27,899.35 - Approved

The details of the elevator equipment were not worked out, and the initial plan under the elevator was determined to not be a suitable option. An elevator equipment room was constructed on the top floor next to the elevator, and the cost submitted was what it took to get the room constructed. The decision had to be made in order to get the infrastructure in place to get the elevator ordered.

RFI - 16: Elevator Steel Shaft Connection Points \$3,150

This is steel bracing that was needed in the elevators shaft that had to be further detailed and approved through the structural engineer.

RFI - 17: Stage Equipment Power Area Access \$5,039.12 – Approved

The upstairs windows in the front of the Jackson were covered internally, but needed repair work before they were covered inside. It was discovered they were in bad shape.

RFI - 18: Stage Equipment Power Area Access \$5,039.12 – Approved

The electrical infrastructure for stage-related equipment was not in the initial plans. Todd Hensley worked with GRL to get the electrical wiring/ boxes in place in the right location as the stage was being constructed.

RFI - 21: Revised Wall Type Between JRT & Jackson Stage \$10,810.41 - Approved

The west wall of the stage area of the addition was sheetrocked, but Todd Hensley pointed out it has to be plywood in order to handle the rigging units needed for the stage to function. The plywood had to go all the way up the addition wall. There was also insulation added behind the plywood to reduce any noise that might be conflicting between the JRT Stage and the Jackson Stage if activity was going on at the same time.

RFI - 24: Fire Dampers in Janitor's Closet \$2,407.18 – Approved

There was a fire code requirement and there was no choice

RFI – 28: Cirrus Ceiling Tile \$4,550

Because there was no ceiling tile specification in the ceiling plan, GRC priced Fine Fissure tile. We used Fine Fissure in the non-public areas in the JRT like the green room, but Cirrus in the public areas because it is a nicer looking ceiling tile. The change was to go to Cirrus in the public areas of the Jackson with drop ceilings.

(m) Painting of Cove Molding \$2,813

The cove molding in the ceiling of the audience area was not specified in the plans. GRC had an allocation, but the painters had nothing to quote from so painting the molding was not in their bid. The additional painting cost resulted from the molding being specified.

(n) Fire Rated Recessed Lighting Covers \$4,700

The Fire Marshall required that the recessed lighting in the fire rated ceiling areas have fire rated covers, resulting in the additional cost.

(o) Flooring Cost Increase \$39,575

The specific flooring tile throughout the building was not specified, so GRC just had an allocation. That allocation was based on 2021 prices. When the actual tile got specified, the current price for a better tile resulted in a substantial additional cost.

(p) Add (3) Offices \$26,980

We do not have any office space in the 3-building complex. The only room for offices is in the top floor of the Jackson in the third room area next to and above the stage. The office space is really needed, and the cost submitted includes three complete offices with electrical, lighting connections, flooring and full-height walls. The ceiling will be open, which eliminated the need for sprinklers and HVAC connections. It is the cheapest way to create office space.

(q) Change Dance Floor Location \$27,000

We specified the flooring in the area of the top floor closet to the front of the building to be the same cushioned wood floor in the exercise area of the Senior Center. This is intended to be rehearsal space that will be used continuously by locals. The front space has been reduced in size by the two restrooms, the elevator and the elevator equipment room and the stairway. The center room is much larger, essentially the same size as the stage, and is a much better rehearsal space. It was originally conceived as a costume room, but that was planned before the JRT warehouse and is not needed now. The flooring in the center room is VCT tile. The proposal is to put the wood dance floor in the center room because it is a much better and larger rehearsal space with less conflicts, and even with traveling shows it would be a great rehearsal space for a cast wanting to prepare for a performance while the actual stage was being set up. It would be a great add-on benefit for performing at the Jackson in Jonesborough. The added flooring cost is \$27,000 which is today's pricing, and not 2021. The top floor space in the front of the building would become VCT tile.

(r) Rigid X cover sprinkler pipe over auditorium and sheetrock inside octagon in lobby \$5,500

We have sprinkler pipe that did not have a plan to be covered and painted. Also, it has been determined that the drop ceiling in the decorative octagon in the ceiling of the Jackson lobby needs to be sheetrocked to really look good. The cost submitted is to cover the sprinkler pipe and enhance the lobby.

(s) Change in Electrical Switch Gear Location \$37,170 – Approved

The location in the alley had to be moved because the 4'X4' concrete pad on which the large switchgear sits was blocking Shane Adams's access to his front sidewalk. He used to park there before the project and intends to park there after the project is complete. The change in location for the pad, which includes large switchgear, meter and disconnect is in the southwest corner of the alley where the Main Street Café property line intersects with Shane Adams's property line between the JRT and the Hankins's parking lot. The revised cost from Acorn Electric is \$37,170 which includes:

- Excavate trench
- Extend (4) existing 4" conduits across alley
- Backfill trench
- Supply/ install additional wire required for 1600-amp service
- Drive new ground rods and relocate grounding system to new breaker location
- Pour concrete pad for gear
- Set (2) bollards to protect service
- Paint bollards

The costs above total \$226,316.56

We are still working on the actual costs of the following:

1. We have a basement leak, and the projection to fix that is between \$15,000 - \$20,000.
2. We are putting the mini split condensers on the west wall of the Jackson addition instead of the back wall of the building in order to keep them from impacting Shane Adams. There will be what is expected to be a relatively small increase in the wiring cost. (It is not a primary cable.)
3. We have to address the cost of part of the addition being 1.8 feet on Shane Adams' property.
4. There is discussion about appraising the alley and purchasing it.

Finances With the 1.2 million of additional funding from Rural Development approved by the BMA, there is \$960,000 (not to exceed) for stage associated lighting, sound, projection and rigging equipment. We expect to do it a little less expensively. That leaves \$240,000 for change orders.

There is additional funding. We have requested that Rural Development move the remaining \$171,000 in RD equipment funding to Jackson Theatre Contingency, and the \$92,000 in RD "Allen Building" funding to Jackson contingency as well. That leaves \$263,000 in the Jackson budget for any additional costs and interim interest.



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-15

Order Date: 01/26/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Add Knee Wall @ Stage Equipment Area	5,039.12

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

5,039.12

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	2,852,378.84
The Contract Sum prior to this Change Order _____	4,630,378.84
The Contract Sum will be changed by this Change Order _____	5,039.12
The new Contract Sum including this Change Order will be _____	4,635,417.96
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____
 Contractor _____ Owner _____



Construction Services

Goins Rash Cain Inc.

130 Regional Park Drive
Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-16

Order Date: 01/26/2023

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Elevator Room	27,899.35

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

27,899.35

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	2,857,417.96
The Contract Sum prior to this Change Order _____	4,635,417.96
The Contract Sum will be changed by this Change Order _____	27,899.35
The new Contract Sum including this Change Order will be _____	4,663,317.31
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-17

Order Date: 03/23/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Revise Wall Type Between JRT & Jackson Stage	10,810.44

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

10,810.44

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	2,885,317.31
The Contract Sum prior to this Change Order _____	4,663,317.31
The Contract Sum will be changed by this Change Order _____	10,810.44
The new Contract Sum including this Change Order will be _____	4,674,127.75
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-19

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Framing/Sheetrock Extras - T&M thru 6/19/23	19,950.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

19,950.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,875,327.75
The Contract Sum prior to this Change Order _____	5,653,327.75
The Contract Sum will be changed by this Change Order _____	19,950.00
The new Contract Sum including this Change Order will be _____	5,673,277.75
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

Full Circle Construction
Services, Inc.
PO Box 2581
Church Hill, TN 37642
fullcircletn@gmail.com

*NOT a Bill
- on pay app 5



INVOICE

BILL TO
GRC Construction Services
130 Regional Park Dr
Kingsport, TN 37660

INVOICE # 2154
DATE 06/20/2023

DESCRIPTION	AMOUNT
Jackson Theater C/O # 5-8	19,950.00

DESCRIPTION	AMOUNT
The following scope of work is completed ** TO DATE ONLY ** 6-19-23 C/O's 5-8 time X material	
2-8-23 Wrapped eye beam on high scaffolding	
2-15-23 Wrapping of eye beams o 1st floor	
2-16-23 Wrapping of eye beams on 1st floor	
2-16-23 Wrapping of duck chases between 2nd & 3rd floors	
3-4-23 Reframe soffits back together on high scaffolding	
3-6-23 Framing soffits to accommodate crown molding	
3-7-23 Frame a new soffit around duck on mezzanine hallway	
3-8-23 Framing for soffits for crown molding	
3-13-23 Framing for soffits for crown molding	
3-13-23 Install wood blocking	
3-20-23 Frame soffit over steps for crown molding & make plumbing & HVAC work	
3-21-23 Hang & finish new soffit for crown molding	
3-27-23 Re-work soffit on main eye beam on mezzanine to accommodate duck	
4-7-23 Framing soffits for sprinkler line between stairs (#2) & mechanical room on 1st floor	
4-7-23 Framing box for crown molding in lobby area mezzanine	
4-8-23 Framing soffits around duck in mezzanine lobby	
4-15-23 "frame down" ceiling in lobby to accommodate sprinklers	
6-19-23 Install plywood in stairwell	
*This total is for this period only , to date	
TOTAL	19,950.00

Thank You for your Business,
Full Circle Construction Services, Inc.
Tom Pease 276.298.4865
Russell Burns 423.765.6732

BALANCE DUE

\$19,950.00



Construction Services

Goins Rash Cain Inc.

130 Regional Park Drive
Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-20

Order Date: 08/10/2023

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Frame Wall in Front of X Bracing	5,357.47

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

5,357.47

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,895,277.75
The Contract Sum prior to this Change Order _____	5,673,277.75
The Contract Sum will be changed by this Change Order _____	5,357.47
The new Contract Sum including this Change Order will be _____	5,678,635.22
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



Construction Services

Goins Rash Cain Inc.

130 Regional Park Drive
Kingsport TN 37650

License: 00026491

Change Order

Order#: 1910-21

Order Date: 08/10/2023

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Fire Dampers @ Janitors Closet	2,407.18

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

2,407.18

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,900,635.22
The Contract Sum prior to this Change Order _____	5,678,635.22
The Contract Sum will be changed by this Change Order _____	2,407.18
The new Contract Sum including this Change Order will be _____	5,681,042.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-22

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Handrail & Trim on Balcony/Side Seating Knee Walls	22,615.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

22,615.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,903,042.40
The Contract Sum prior to this Change Order _____	5,681,042.40
The Contract Sum will be changed by this Change Order _____	22,615.00
The new Contract Sum including this Change Order will be _____	5,703,657.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

HODGE FABRICATION

Metal Fabrication-

- Structural
- Miscellaneous
- Aluminum
- Stainless

1313 Windsor Ave
Bristol, TN 37620

Fax# & Office: 423-914-3082

QUOTATION

5-31-2023

TO: GRC Construction

JOB: Jackson Theater

Kingsport, TN
Attn: Travis White

Jonesborough, TN
Add# none

WE ARE PLEASED TO QUOTE THE FOLLOWING PER PLANS & SPECIFICATIONS :

Furnish to Jobsite: Interior Steel Railing as located by green ,
Reference Drawings A2.1.2 , A2.1.3 ,
All Material Primed

\$ 14,190.00 9 ½% Sales Tax Not Included

This quote is good for 30 days.

Dan Hodge

~~14,190~~
~~1,348~~
~~15,538~~

14,190
TAX 1,348
MATERIAL 15,538
INSTALL 2,500
PAINT 1,000
TRIM 1,500
GR 20,538
1,000
21,538
O&P 1,077
22,615



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-23

Order Date: 08/10/2023

License: 00028491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Elevator Shaft Steel Connection Points	3,150.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

3,150.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,925,657.40
The Contract Sum prior to this Change Order _____	5,703,657.40
The Contract Sum will be changed by this Change Order _____	3,150.00
The new Contract Sum including this Change Order will be _____	5,706,807.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

Hodge Fabrication

Metal Fabrication

- Structural
- Aluminum
- Miscellaneous
- Stainless

1313 Windsor Ave
Bristol, TN 37620

Cell#: 423-914-3082

INVOICE

TO: GRC Construction Services
130 Regional Park Dr.
Kingsport, TN 37660
Fax# 423-282-5903

JOB: Jackson Theatre Renov. & Add
121 W Main St.
Jonesborough, TN 37659
P.O. Travis
Date 4-14-2023

Elevator Brackets & Shims

Total \$590.00
Sales Tax 9 1/2% \$56.05
Total This Invoice \$646.05

Make Payable to: Hodge Fabrication
1313 Windsor Ave
Bristol, TN 37620

+ 2,500 JB STEEL INSTALL
3,146.05
3,150

Terms 30 Days Net

Unpaid Invoices over 30 Days are subject to Finance Charges of 1 1/2% per month
or 18% per annum

Thank you, Dan Hodge



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-24

Order Date: 08/10/2023

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Black Plywood in Exterior Windows	750.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

750.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,928,807.40
The Contract Sum prior to this Change Order _____	5,706,807.40
The Contract Sum will be changed by this Change Order _____	750.00
The new Contract Sum including this Change Order will be _____	5,707,557.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____
 Contractor _____ Owner _____



Construction Services

Goins Rash Cain Inc.
130 Regional Park Drive
Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-25

Order Date: 08/10/2023

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Revisions Per Casework Plans & Elevations	4,308.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

4,308.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,929,557.40
The Contract Sum prior to this Change Order _____	5,707,557.40
The Contract Sum will be changed by this Change Order _____	4,308.00
The new Contract Sum including this Change Order will be _____	5,711,865.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



PRESTON

WOODWORKING

720 Rolling Hills Drive, Johnson City, TN 37604 Phone (423) 928-9331 Fax (423) 928-3958

Date: July 20, 2023
To: GRC Construction
Attn: Travis White
From: Mike Banner
Re: Jackson Theatre – New Casework Elevations A7.2.5
Includes: Revised Add Quote

Ticket Booth 100

Elev. 1, 2/A7.2.5

- Add +/- 8 LF of open plastic laminate base cabinets.
- Add two (2) drawers underneath countertop.
- Installation

Lobby 201

Elev. 7/A7.2.5

- Provide granite countertop in lieu of plastic laminate.

\$4,308

All other elevations on sheet A7.2.5 match existing pricing. No further adjustments are necessary at this time.

Notes:

- Granite pricing based on groups A-C. Higher group selection will result in additional costs.
- Shop drawings to be provided with approved quote.
- Please call with any questions.



Construction Services

Goins Rash Cain Inc.
130 Regional Park Drive
Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-26

Order Date: 08/10/2023

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work

Amount

Add for Cirrus Ceiling Tile

4,550.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

4,550.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,933,865.40
The Contract Sum prior to this Change Order _____	5,711,865.40
The Contract Sum will be changed by this Change Order _____	4,550.00
The new Contract Sum including this Change Order will be _____	5,716,415.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



PROPOSAL

- Blinds
- Carpet
- Resilient Flooring
- Acoustical Ceilings
- Ceramic Tile

254 Christian Church Road • Gray, Tennessee • 37615
 Voice 423-854-9191 • Fax 423-854-9022 • www.esdockery.com

April 28, 2023

To GRC Construction Services Project Jackson Theatre
 Attn Travis White Location Jonesborough, TN
 Architect Ken Ross & Assoc.

We propose to furnish and install, in accordance with drawings and specifications, and conditions below, and as specifically designated herein:

This proposal is based on the following conditions:

Suspended Acoustical Ceilings as follow:

- Armstrong 7300 *Prelude* ID Ceiling Grid
 - Armstrong 556E *Cirrus Tegalur*
- \$ 9,050.00
 - ORIGINAL 4,500.00
 4,550

*The above price is based on standard uninsulated, unrestrained, direct suspension assembly of all Class - A components.

*The above price does not include any work associated with the front awning / marquee structure (there appears to be some type of grid and tile drawn in this area)

*The above price does NOT include any of the following:

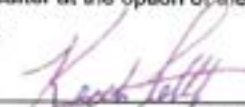
- Seismic / Lateral Restraints or UL Assemblies
- Sound or Thermal Insulation batting
- Additional hanger wires for lighting or other ceiling mounted device

*() Addenda Received

*Add 1.25% for Payment and Performance Bond

This proposal is subject to acceptance within 30 days from date and is void thereafter at the option of the undersigned.

Accepted by _____
 By _____
 Date _____

Accepted by 
 Keith Tolley – Senior Project Manager
 Keith@esdockery.com



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-27

Order Date: 08/10/2023

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Paint Cove Moulding	2,813.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

2,813.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,938,415.40
The Contract Sum prior to this Change Order _____	5,716,415.40
The Contract Sum will be changed by this Change Order _____	2,813.00
The new Contract Sum including this Change Order will be _____	5,719,228.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

Travis White

From: Brandon White <brandon@gardnerpaint.com>
Sent: Monday, May 1, 2023 10:28 AM
To: Travis White
Subject: Jackson Theatre - Add Crown

LABOR	\$2,120
MATERIALS	\$326
SUBTOTAL	\$2,446
OH&P	\$367
TOTAL	\$2,813

Brandon White, LEED Green Associate
Gardner Paint Services, Inc.

(423) 928-8351 Office
(423) 928-0322 Fax
(423) 956-3284 Cell





Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-28

Order Date: 08/10/2023

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Fire Rated Recessed Lighting Covers	4,700.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change 4,700.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,941,228.40
The Contract Sum prior to this Change Order _____	5,719,228.40
The Contract Sum will be changed by this Change Order _____	4,700.00
The new Contract Sum including this Change Order will be _____	5,723,928.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

QUOTATION

ACORN ELECTRICAL SPECIALIST, INC.

P. O. BOX 550
 PINEY FLATS, TN 37686
 (423) 538-6007
 FAX (423) 538-6183

PROPOSAL SUBMITTED TO: Travis White GRC	PHONE 423-335-3528	DATE 4/20/2023
STREET	JOB NAME Jackson Theatre Fire Hats	
CITY, STATE, and ZIP CODE	JOB NUMBER #21-6962	
	JOB LOCATION	

THIS QUOTE INCLUDES:

*) Providing and installing (50) fire rated recessed light fixture covers.

THIS QUOTE EXCLUDES:

*)

NOTES:

*) Work to be done during normal hours. Monday through Friday 7:00-3:30. No Holidays

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Four thousand seven hundred dollars and no/100-----\$4,700.00

Payment to be made as follows:

Net 30

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized Signature

Ryan Garst

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature

Date of Acceptance:

Signature



Construction Services

Goins Rash Cain Inc.

130 Regional Park Drive
Kingsport TN 37660

License: 00026491

Change Order

Order#: 1910-29

Order Date: 08/10/2023

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Flooring Cost Increase	39,575.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

39,575.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,945,928.40
The Contract Sum prior to this Change Order _____	5,723,928.40
The Contract Sum will be changed by this Change Order _____	39,575.00
The new Contract Sum including this Change Order will be _____	5,763,503.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



PROPOSAL

- Blinds
- Carpet
- Resilient Flooring
- Acoustical Ceilings
- Ceramic Tile

254 Christian Church Road • Gray, Tennessee • 37615
 Voice 423-854-9191 • Fax 423-854-9022 • www.esdockery.com

May 26, 2023

_____	Project	<u>Jackson Theatre</u>
_____	Location	<u>Jonesborough</u>
_____	Architect	_____
_____	Address	_____

We propose to furnish and install, in accordance with drawings and specifications, and conditions below, and as specifically designated herein:

This proposal is based on the following conditions:

Flooring:

- Limited concrete substrate preparation
- Shaw Bellcourt 5B094 Carpet according to Rev 1 Finish Plans
- Tarkett Rubber Tile/Treads/Risers in stairwells
- Armstrong VCT in Rooms 010,009,002,003,004,006,007,008, 302,303,306,307,308,309
- Tarkett 4 X 1/8 Coved Profile Resilient Base

Bid Total: \$87,550.00

*The above price includes substrate preparation limited to the repair of small, isolated imperfections and a skim coat of Ardex SDF Featherfinish.

*The above price does not include any of the following:

- Any work of any type at any location not shown on the finish drawing
- Removal / disposal of existing floor finishes / adhesives / residues
- Substrate Preparation other than that listed above
- Moisture / PH Testing or Mitigation – should either be required
- Initial Maintenance (wax and polish)
- Initial protection (poly sheeting, building paper, etc...)

87,550
 - ORIGINAL 47,975
 39,575

NOTE: We cannot guarantee that the installers performing the above work will have had COVID 19 immunization shots.

* () Addenda Received

*Add 1.25% for Payment and Performance Bond

This proposal is subject to acceptance within 30 days from date and is void thereafter at the option of the undersigned.

Accepted by _____

Accepted by _____

By _____

By  _____

Date _____

Randy Salzwedel – Project Manager
 Randy@esdockery.com



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-30

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Add (3) Offices	25,147.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

25,147.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	3,985,503.40
The Contract Sum prior to this Change Order _____	5,763,503.40
The Contract Sum will be changed by this Change Order _____	25,147.00
The new Contract Sum including this Change Order will be _____	5,788,650.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



130 Regional Park Drive • Kingsport, Tennessee 37660 • (423) 349-7760 • www.grcinc.com



(3) OFFICES

FRAMING & DRYWALL		\$6,880
FRAMES, DOORS, HARDWARE		7,500
ELECTRICAL		4,600
PAINTING		2,500
		<u>21,480</u>
GENERAL CONDITIONS		2,000
		<u>23,480</u>
04 S.P	570	1,174
		<u>24,654</u>
BOND	270	493
		<u>25,147</u>

* NO CEILINGS, LIGHTS OR HVAC



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-31

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Add to Change Dance Floor Location	27,000.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

27,000.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,010,650.40
The Contract Sum prior to this Change Order _____	5,788,650.40
The Contract Sum will be changed by this Change Order _____	27,000.00
The new Contract Sum including this Change Order will be _____	5,815,650.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____
 Contractor _____ Owner _____

GRC

Construction

130 Regional Park Drive • Kingsport, Tennessee 37660 • (423) 349-7760 • www.grcinc.com

**Cain
Rash
West**

Architects

DANCE FLOOR

850 MAPLE FLEX \$21⁰⁰/SF

1230 SF
X 21
25,830
+ 2,454 TAX
28,284
+ 6,150 LABOR @ \$5/SF
34,434
+ 2,000 FREIGHT
36,434
- 12,688 DEDUCT ORIGINAL
23,746
3,254 BISC
\$ 27,000



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-32

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Relocate Service Entrance	37,170.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

37,170.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,037,650.40
The Contract Sum prior to this Change Order _____	5,815,650.40
The Contract Sum will be changed by this Change Order _____	37,170.00
The new Contract Sum including this Change Order will be _____	5,852,820.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____



130 Regional Park Drive • Kingsport, Tennessee 37660 • (423) 349-7760 • www.grcinc.com



RELOCATE SERVICE

ACORN	\$ 33,000
PAD LABOR	2,527
CONCRETE	993
FORMS	200
BOLLARDS	250
PAINT	200
	<hr/>
	\$ 37,170



Construction Services

Goins Rash Cain Inc.

130 Regional Park Drive
Kingsport TN 37660

Change Order

Order#: 1910-33

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
123 Boone Street
Jonesborough TN 37659

Project: 1910
Jackson Theatre Renovations & Additions
123 Boone Street
121 W Main St., Jonesborough, TN 37659
Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work

Amount

Add Rigid X Ceiling Over Auditorium & Lobby

5,500.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

5,500.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,074,820.40
The Contract Sum prior to this Change Order _____	5,852,820.40
The Contract Sum will be changed by this Change Order _____	5,500.00
The new Contract Sum including this Change Order will be _____	5,858,320.40
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

Full Circle Construction
Services, Inc.
PO Box 2581
Church Hill, TN 37642
fullcircletn@gmail.com



Estimate

ADDRESS

Travis White
GRC Construction Services
130 Regional Park Dr.
Kingsport, TN 37660

ESTIMATE # 1906
DATE 06/13/2023

DESCRIPTION	AMOUNT
Jackson Theater C/O #9	4500.00

DESCRIPTION	AMOUNT
We propose the following scope of work to include material & labor Frame & Sheetrock & Finish Inside Octagon Frame Rigid X to cover sprinkler pipe total	4,500.00

.....
We look forward to hearing from you.
Full Circle Construction Services, Inc.
Tom Pease 276.298.4865
Russell Burns 423.765.6732

TOTAL \$4,500.00

ACORN - REWORK J-BOXES
FOR ACCESS

1,000.00

\$5,500.00

Accepted By

Accepted Date



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-34

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Relocate Condensate Units to JRT Roof	7,050.15

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

7,050.15

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,080,320.40
The Contract Sum prior to this Change Order _____	5,858,320.40
The Contract Sum will be changed by this Change Order _____	7,050.15
The new Contract Sum including this Change Order will be _____	5,865,370.55
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____

Contractor _____ Owner _____

QUOTATION

ACORN ELECTRICAL SPECIALIST, INC.

P. O. BOX 550
 PINEY FLATS, TN 37686
 (423) 538-6007
 FAX (423) 538-6183

PROPOSAL SUBMITTED TO: Travis White GRC	PHONE 423-335-3528	DATE 8/4/2023
STREET	JOB NAME Jackson Theatre HVAC Relocation	
CITY, STATE, and ZIP CODE	JOB NUMBER #21-6962	
	JOB LOCATION	

THIS QUOTE INCLUDES:

*) Extending conduits and circuits for the DSS units being moved to the roof of the adjacent building.

THIS QUOTE EXCLUDES:

*)

NOTES:

*) Work to be done during normal hours. Monday through Friday 7:00-3:30. No Holidays

We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of:

Two thousand three hundred dollars and no/100-----\$2,300.00

Payment to be made as follows:

Net 30

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.

Authorized Signature

Ryan Garst

Note: This proposal may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance:

Signature

Signature



Project Name:	Jackson Theatre
Subcontractor Name	S. B. White Company
Work Itemized By	Floyd Cheyne
Date	7/25/2023
Change Order Number	Jackson Theatre -004

Description	Materials				Labor		
	Quantity	Unit	Cost	Extension	Hours	Rate	Total
Holes to drill in concrete floor and brick wall	1	lot	\$2,000.00	\$2,000.00			
				\$0.00			\$0.00
Misc. silfos, gas ,and etc.	1	lot	\$95.00	\$95.00			\$0.00
				\$0.00			\$0.00
Crane Service	1	lot	\$750.00	\$750.00			\$0.00
				\$0.00			\$0.00
Misc. hangers and wall supports	4	ea	\$25.00	\$100.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
Sheetmetal Mechanic labor				\$0.00		\$48.85	\$0.00
Sheetmetal Helper labor				\$0.00		\$32.90	\$0.00
Service tech				\$0.00	4.00	\$59.50	\$238.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
Project Manager				\$0.00	1.00	\$95.00	\$95.00

Description of Work:

Furnish labor and materials to relocate four (4) mini-split units from the back wall to the roof of the JRT building.

We do **NOT** include any underdeck steel roof support, cutting or patching back the roof.

Material Subtotal	\$2,945.00	Labor Total	\$333.00
9.5% Sales Tax	\$279.78		
Material Total	\$3,224.78	Labor Total	\$333.00
Total Materials + Labor			\$3,557.78
		10% Overhead	\$355.78
		Subtotal	\$3,913.55
		5% Profit	\$195.68
		Total Amount	\$4,109.23



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-35

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Ceramic Tile Adds/Changes	16,990.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

16,990.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,087,370.55
The Contract Sum prior to this Change Order _____	5,865,370.55
The Contract Sum will be changed by this Change Order _____	16,990.00
The new Contract Sum including this Change Order will be _____	5,882,360.55
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____
 Contractor _____ Owner _____

PROPOSAL CONTRACT
ED LYDA TILE CONTRACTING
TILE-MARBLE-SLATE

P.O. BOX 66
BRISTOL, TENNESSEE 37621

PHONE: 423-381-7650
423-652-1920
FAX: 423-878-3195
ed.lyda7@gmail.com

Date July 21, 2023

GRC

Attn: Travis White

SUBJECT: Jackson Theater - Jonesborough, TN

- The following clauses are incorporated in this bid and upon the acceptance will be subject to same:
1. All agreements are contingent upon fees, strikes, accidents and other causes beyond our control. Loss of time resulting therein shall be added to the completion time of work covered by this contract.
 2. This quotation takes into consideration that the owner or general contractor will furnish at their expense, water, electric current, heat, hoisting facilities including labor and power for operation of same, gangways and fire insurance covering materials and equipment either stored or installed on the job. Refuse from tile will be placed out of building as designated by General Contractor's Superintendent later removed at his expense.
 3. Payments to be 90% as work progresses plus value of materials delivered on the job for installation. These payments to be based upon a monthly estimate - payable within 30 days - 1-1/2% finance charge each month thereafter.
 4. If surety bond is required, premium of same shall be added to contract price. Any City, State or Federal sales tax imposed shall be added to contract price. Cost of litigation for settlement of account will be added to contract price.

WE PROPOSE TO INSTALL: see below

Original contract amount - \$16,296.00

Add for sketch by Mike Price for accent and tile change - \$1,194.00

Add for revised drawing tile pattern including extra tile floors and base at ticket booth & 109 upper elevator lobby, porcelain tile treads with Schluter Trep-5 bullnosing and landings and backsplashes at 002 Greenroom and 201 lobby - \$15,796.00

- NOTES: 1. I figured porcelain tile at 40 steps and 7 stairwell landings.
2. I included Dietra mat under all floor tile not included in original quote.
3. I did not include Dietra mat under treads or landings.
4. No demolition or prep work included.

Accepted: _____
By: _____
Date: _____

Respectfully submitted,

ED LYDA TILE CONTRACTING

By: _____

(Please return one signed copy for our files.)



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-36

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Polish Auditorium Floor	12,500.00

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

12,500.00

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,104,360.55
The Contract Sum prior to this Change Order _____	5,882,360.55
The Contract Sum will be changed by this Change Order _____	12,500.00
The new Contract Sum including this Change Order will be _____	5,894,860.55
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____
 Contractor _____ Owner _____



Goins Rash Cain Inc.
 130 Regional Park Drive
 Kingsport TN 37660

Change Order

Order#: 1910-37

Order Date: 08/10/2023

License: 00026491

To: Town of Jonesborough
 123 Boone Street
 Jonesborough TN 37659

Project: 1910
 Jackson Theatre Renovations & Additions
 123 Boone Street
 121 W Main St., Jonesborough, TN 37659
 Jonesborough TN 37659

The contractor agrees to perform and the owner agrees to pay for the following changes to this contract

Plans Attached

Ordered By:

Customer Order:

Specifications Attached

Description of Work	Amount
Revise Spiral Duct & Diffuser in Stair 1	1,113.40

Negative changes will lower the overall contract price requiring no additional payment by owner.

Approved Amount of Change

1,113.40

The original Contract Sum was _____	1,778,000.00
Net change by previous Change Orders _____	4,116,860.55
The Contract Sum prior to this Change Order _____	5,894,860.55
The Contract Sum will be changed by this Change Order _____	1,113.40
The new Contract Sum including this Change Order will be _____	5,895,973.95
The Contract Time will be changed by _____	0 Days

Approved _____ Date _____ Date _____
 Contractor _____ Owner _____



Project Name:	Jackson Theatre
Subcontractor Name	S. B. White Company
Work Itemized By	Floyd Cheyne
Date	8/7/2023
Change Order Number	Jackson Theatre -005

Description	Materials				Labor		
	Quantity	Unit	Cost	Extension	Hours	Rate	Total
Sidewall spiral duct supply grille	1	ea.	\$270.00	\$270.00			
10" paint grip spiral duct	20	ft.	\$7.97	\$159.40			\$0.00
10" coupling for spiral duct	1	ea.	\$9.28	\$9.28			\$0.00
10" paint grip spiral duct end cap	1	ea.	\$31.28	\$31.28			\$0.00
Misc. hangers, screws, sealer, and tape	1	lot	\$25.00	\$25.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
Sheetmetal Mechanic labor				\$0.00	4.00	\$48.85	\$195.40
Sheetmetal Helper labor				\$0.00	4.00	\$32.90	\$131.60
Service tech labor				\$0.00		\$59.50	\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
				\$0.00			\$0.00
Project Manager				\$0.00	1.00	\$95.00	\$95.00

Description of Work:

Furnish labor and materials to install 10" spiral duct into the stairwell to avoid the chandelier.

Material Subtotal	\$494.96	Labor Total	\$422.00
9.5% Sales Tax	\$47.02		
Material Total	\$541.98	Labor Total	\$422.00
Total Materials + Labor			\$963.98
		10% Overhead	\$96.40
		Subtotal	\$1,060.38
		5% Profit	\$53.02
		Total Amount	\$1,113.40

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-K

SUBJECT: Employment Agreement – Finance Director/Town Recorder

BACKGROUND:

As you are aware, the town was faced with an urgency to establish a new Recorder to replace Robert Anderson who had tendered his resignation. We were extremely fortunate to attract Janet Jennings to a temporary employment agreement effective August 28, 2023 and shall continue in effect until December 31, 2023. The agreement was based on temporary employment with the potential of permanent status.

RECOMMENDATION:

Approve the Employment Agreement between the Jonesborough Board of Mayor and Aldermen and Janet Jennings, as presented.

**TOWN OF JONESBOROUGH
FINANCE DIRECTOR/TOWN RECORDER
EMPLOYMENT AGREEMENT**

THIS AGREEMENT, entered into on this the 28th day of August, 2023 by and between the Mayor and Aldermen of Jonesborough, Tennessee (the Town) by the Mayor and Board of Aldermen (the Employer); and Janet Jennings (Town Recorder), to provide for the temporary employment of Janet Jennings as Finance Director/Town Recorder of the Town of Jonesborough, and set forth the terms and conditions of employment, and mutual obligations, rights, and duties of each party.

In consideration of the mutual promises set forth in the Agreement, the Town and Town Recorder agree as follows:

Section 1 – Duties. The Mayor and Aldermen of Jonesborough agree to employ Janet Jennings as Town Recorder of the Town of Jonesborough to perform the functions and duties as specified in the Town Charter and ordinances and to perform such other legally permissible and proper duties and functions as the Mayor and Board of Aldermen shall from time-to-time assign. The Town Recorder reports directly to the Town Administrator.

Section 2 – Term. This Agreement shall become effective August 28, 2023 and shall continue in effect until December 31, 2023.

Nothing in the Agreement shall prevent, limit, or otherwise interfere with the right of the Town Recorder to resign at any time, subject only to the provisions set forth in Section 8, paragraph B of this Agreement.

The Mayor and Board of Aldermen may take such action to extend the term of this appointment at any time and, especially on or before thirty (30) days prior to the termination of this Agreement. The Town Recorder, on or before thirty (30) days before the expiration of the term of this Agreement may request the Mayor and Board of Aldermen to make a decision as to whether they desire to extend said appointment.

Section 3 – Salary. The Town agrees to pay the Town Recorder for services rendered pursuant hereto an hourly base salary of \$64.90. The salary would be payable in installments at the same times other employees of the Town are paid. The Town Recorder may earn up to a maximum of 24 hours of compensation time if work is performed above 40 hours worked during the week, and that such compensation time credited may be used when approved by the Town Administrator.

Section 4 – Hours of Work. The Town of Jonesborough requires full-time service of its Town Recorder.

Section 5 - Vacation and Sick Leave. As this a temporary employment agreement with the Town Recorder, no vacation and/or sick are earned or credited during the term of the agreement.

Section 6 - Health and Life Insurance. As this is a temporary employment agreement with the Town Recorder, no health and/or life insurance are provided during the term of the agreement.

Section 7 - Retirement. As this is a temporary employment agreement, the Town Recorder shall not be covered by Tennessee Consolidated Retirement System during the term of the agreement.

Section 8 - Termination and Severance Pay.

- A. If the Town terminates this Agreement before the expiration of the aforesaid term and the Town Recorder is willing and able to perform the duties of the Town Recorder, then the Town Recorder shall be entitled to one (1) month severance pay from the date of termination, with the amount paid to be the current monthly level of compensation; however, in the event the Town Recorder is terminated because of their conviction of any illegal act, then in that event the Town shall have no obligation to pay the aggregate severance sum.
- B. In the event the Town Recorder voluntarily resigns their position with the Town before expiration of the aforesaid term of employment, then the Town Recorder shall give the Mayor and Board of Aldermen one (1) month notice in advance.

Section 9 - Entire Agreement. This Agreement contains the entire understanding and agreement between the parties with respect to the subject matter hereof and cannot be amended, modified or supplemented in any respect except by a subsequent written agreement entered into by both parties.

If any provision, or any portion thereof, contained in this Agreement is held to be unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion thereof, shall not be affected and shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year first written above.

MAYOR AND ALDERMEN OF JONESBOROUGH

BY: _____
CHUCK VEST, MAYOR

JANET JENNINGS

ATTEST:

GLENN ROSENOFF, TOWN ADMINISTRATOR

APPROVED AS TO FORM:

JAMES R. WHEELER, ATTORNEY

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-L-1

SUBJECT: School Bond Resolution – Series 2023A

BACKGROUND:

As you are aware, the BMA passed several initial resolutions for Bond Anticipation Notes for the new Jonesborough School Project in order to secure *interim financing* for the project total of \$42,750,000. We have the permanent bonds that will be issued by USDA Rural Development. The way the notes were structured, there were several individual notes totaling the \$42,750,000. As we are drawing close to the completion of the project, we know that there are significant interest fees associated with the interim financing that we are strategizing to minimize as much as possible. USDA has already confirmed with staff that based on our current drawdowns we can work with USDA to issue bonds for a major portion of the project costs already drawn down that can greatly minimize the interest fees on interim financing. Staff are reviewing the drawdowns with USDA and our interim financing representative at Pinnacle Bank to be able to officially request USDA to start the process of bond issuance on the total drawdowns of the project.

In working with our Bond Counsel Cindy Barnett, Adams and Reese, LLP, she has provided us a total of two Bond Resolutions needing BMA action. Each resolution has "Specimen Bond" details attached that cumulatively total the total in the bond resolution before you,

I recommend approval of Bond Resolution Series 2023A, with supporting General Obligation Bond Series 2023A, Registered No. R-1 through R-4, totaling \$32,750,000, subject to review and approval of USDA Rural Development.

RECOMMENDATION:

Approve Bond Resolution Series 2023A, with supporting General Obligation Bond Series 2023A, Registered No. R-1 through R-4, totaling \$32,750,000, subject to review and approval of USDA Rural Development.

REGISTERED
NO. R-1

REGISTERED
\$4,000,000

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023A

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of Four Million Dollars (\$4,000,000), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and two hundred fifty thousandths percent (2.250%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$16,080 on the [_____] day of each calendar month, commencing on [_____] , with a final payment on [_____] , all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium

or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

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

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ___ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

REGISTERED
NO. R-2

REGISTERED
\$9,000,000

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023A

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of Nine Million Dollars (\$9,000,000), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and two hundred fifty thousandths percent (2.250%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$36,180 on the [_____] day of each calendar month, commencing on [_____] with a final payment on [_____] all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium

or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

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

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ____ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

REGISTERED
NO. R-3

REGISTERED
\$9,850,000

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023A

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of Nine Million Eight Hundred Fifty Thousand Dollars (\$9,850,000), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and two hundred fifty thousandths percent (2.250%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$39,597 on the [_____] day of each calendar month, commencing on [_____] with a final payment on [_____] all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

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

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ___ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

REGISTERED
NO. R-4

REGISTERED
\$9,900,000

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023A

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of Nine Million Nine Hundred Thousand Dollars (\$9,900,000), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and two hundred fifty thousandths percent (2.250%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$39,798 on the [_____] day of each calendar month, commencing on [_____] with a final payment on [_____], all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium

or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

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

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ___ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 St. Louis, MO 63120-1703	

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-L-2

SUBJECT: School Bond Resolution – Series 2023B

BACKGROUND:

As you are aware, the BMA passed several initial resolutions for Bond Anticipation Notes for the new Jonesborough School Project in order to secure *interim financing* for the project total of \$42,750,000. We have the permanent bonds that will be issued by USDA Rural Development. The way the notes were structured, there were several individual notes totaling the \$42,750,000. As we are drawing close to the completion of the project, we know that there are significant interest fees associated with the interim financing that we are strategizing to minimize as much as possible. USDA has already confirmed with staff that based on our current drawdowns we can work with USDA to issue bonds for a major portion of the project costs already drawn down that can greatly minimize the interest fees on interim financing. Staff are reviewing the drawdowns with USDA and our interim financing representative at Pinnacle Bank to be able to officially request USDA to start the process of bond issuance on the total drawdowns of the project.

In working with our Bond Counsel Cindy Barnett, Adams and Reese, LLP, she has provided us a total of two Bond Resolutions needing BMA action. Each resolution has "Specimen Bond" details attached that cumulatively total the total in the bond resolution before you,

I recommend approval of Bond Resolution Series 2023B, with supporting General Obligation Bond Series 2023B, Registered No. R-1 through R-2, totaling \$10,000,000, subject to review and approval of USDA Rural Development.

RECOMMENDATION:

Approve Bond Resolution Series 2023B, with supporting General Obligation Bond Series 2023B, Registered No. R-1 through R-2, totaling \$10,000,000, subject to review and approval of USDA Rural Development.

REGISTERED
NO. R-1

REGISTERED
\$3,000,000

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023B

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of Three Million Dollars (\$3,000,000), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and one hundred twenty-five thousandths percent (2.125%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$11,880 on the [_____] day of each calendar month, commencing on [_____] with a final payment on [_____] all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium

or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

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

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ___ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

REGISTERED
NO. R-2

REGISTERED
\$7,000,000

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023B

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of Seven Million Dollars (\$7,000,000), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and one hundred twenty-five thousandths percent (2.125%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$27,720 on the [_____] day of each calendar month, commencing on [_____] with a final payment on [_____] all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium

or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

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

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ____ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE TERMS, ISSUANCE, EXECUTION, SALE, AND PAYMENT OF GENERAL OBLIGATION BONDS, IN ONE OR MORE SERIES, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$32,750,000, OF THE TOWN OF JONESBOROUGH, TENNESSEE

WHEREAS, the Town of Jonesborough, Washington County, Tennessee (the "Municipality"), is authorized by Title 9, Chapter 21, Tennessee Code Annotated, as amended, to issue and sell bonds, in one or more series, for the purpose of financing a portion of the costs of certain public works projects, consisting of the acquisition, construction, improvement, renovation and equipping of public buildings within the Municipality, including a public school and related athletic and parking facilities; 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 projects; to pay capitalized interest (collectively, the "Project"); and to pay costs incident to the issuance and sale of general obligation bonds of the Municipality, in one or more series, as hereinafter defined;

WHEREAS, the Board of Mayor and Aldermen of the Municipality (the "Board") has adopted an "Initial Resolution Authorizing the Issuance of a Not to Exceed \$32,750,000 General Obligation Bond of the Town of Jonesborough, Tennessee, to Provide Funding for Certain Public Works Projects and to Fund the Incidental and Necessary Expenses Related Thereto" (the "Initial Resolution"), authorizing and directing, among other things, the issuance by the Municipality of its bonds for the purpose of financing the costs of such Project and the costs incident to the financing thereof;

WHEREAS, the Initial Resolution authorized payment of the principal of, and interest on, the bonds from funds of the Municipality legally available therefore and to the extent necessary from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality, without limitation as to time, rate, or amount;

WHEREAS, the Town Recorder published a copy of the Initial Resolution, said copy having been published on July 22, 2020 in the *Herald & Tribune*, a newspaper of general circulation within the Municipality;

WHEREAS, the Board of the Municipality deems it necessary and desirable to acquire, construct, improve, renovate and equip the Project and that general obligation bonds, in one or more series (the "Bonds"), of the Municipality be issued in the principal amount of not to exceed Thirty-Two Million Seven Hundred Fifty Thousand Dollars (\$32,750,000), for the purpose of providing, together with such other monies as may be available to the Municipality for such financing, funds for such Project; and,

WHEREAS, the United States of America has agreed to purchase said Bonds when and if issued;

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

Section 1. Definitions. Without limiting any other definitions of terms and words in other sections of this Resolution, the following words and terms shall have the meanings indicated unless otherwise plainly apparent from the context:

“Act” means Title 9, Chapter 21, Tennessee Code Annotated, as amended.

“Bank” or “Banks” means a bank or trust company which is a member of the Federal Deposit Insurance Corporation, and is authorized under the laws of the United States of America or the State of Tennessee to engage in the banking business in this State.

“Board” means the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee.

“Bond Payment Date” means that certain date of the month thirty (30) days after the Closing Date and on that certain date every month thereafter until the Retirement Date.

“Bonds” means those certain not to exceed \$32,750,000 General Obligation Bonds, in one or more series, of the Municipality authorized by this Resolution of the Board.

“Closing Date” means the date of delivery by the Municipality of the Bonds, to the Original Purchaser.

“Code” means the Internal Revenue Code of 1986, as amended, and the applicable regulations of the United States Department of the Treasury promulgated thereunder, as in effect on the date of issuance of the Bonds, and as hereafter amended, supplemented, or revised insofar as such amendments, supplements, or revisions shall pertain to or affect the Bonds.

“Fiscal Year” means the twelve (12) month period commencing upon the 1st day of July of each calendar year.

“Mayor” means the duly elected, qualified, and acting Mayor of the Municipality, and his or her successors.

“Original Purchaser” means the United States of America.

“Project” means those certain public works projects, consisting of public buildings within the Municipality, including a public school and related athletic and parking facilities, which are to be acquired, constructed, improved, renovated, and equipped with the proceeds of the sale of the Bonds.

“Registration Agent” means the Town Recorder of the Municipality, and his or her successor or successors hereafter appointed in the manner provided in this Resolution.

“Resolution” means this Resolution, as supplemented and amended.

“State” means the State of Tennessee.

“Town Recorder” means the duly appointed, qualified, and acting Town Recorder of the Municipality, and his or her successors.

Section 2. Determination of Purpose. The Board hereby finds, determines, and declares that, in the public interest of the Municipality, it is necessary and desirable that the Municipality immediately acquire, construct, improve, renovate, and equip the Project.

Section 3. Construction of Project. The Board hereby determines to proceed as expeditiously as possible with the acquisition, construction, improvement, renovation, and equipment of the Project in accordance with the plans and specifications thereof.

Section 4. Issuance of Bonds. In order to obtain funds for the acquisition, construction, improvement, renovation and equipment of such Project, there shall be issued, in accordance with the provisions of the Act, the Bonds of the Municipality in the original principal amount of not to exceed Thirty-Two Million Seven Hundred Fifty Thousand Dollars (\$32,750,000).

Section 5. Authority. The Bonds shall be issued pursuant to the authority granted by the Act and any other applicable provisions of law.

Section 6. Authorization and Terms. The Bonds shall be issued as fully registered Bonds in one or more series, without coupons, numbered R-1 upwards for each series, with such series designations as determined by the officials of the Municipality executing such Bonds, in the aggregate principal amount of not to exceed Thirty-Two Million Seven Hundred Fifty Thousand Dollars (\$32,750,000).

The Bonds shall each be designated “General Obligation Bond, Series 2023A.” The Bonds shall consist of a fully registered bond in the principal amount of not to exceed Four Million Dollars (\$4,000,000) numbered R-1; a fully registered bond in the principal amount of not to exceed Nine Million Dollars (\$9,000,000) numbered R-2; a fully registered bond in the principal amount of not to exceed Nine Million Eight Hundred Fifty Thousand Dollars (\$9,850,000) numbered R-3; and, a fully registered bond in the principal amount of not to exceed Nine Million Nine Hundred Thousand Dollars (\$9,900,000) numbered R-4. Said Bonds shall be dated as of the date of delivery to the purchaser thereof; shall be in typed, printed, or photocopied form, or any combination thereof, as shall be approved by the purchaser of the Bonds, the acceptance of such Bonds by such purchaser to be conclusive evidence of such approval; shall bear interest on the unpaid principal amount thereof from and after said date of delivery at a rate not exceeding two and two hundred fifty thousandths percent (2.250%) per annum, such principal and interest being payable monthly on the Bond Payment Date, commencing in the calendar month next succeeding the Closing Date of the Bonds and continuing through and including the Bond Payment Date of the three hundred thirty-fifth (335th) calendar month thereafter, in an amount computed such that the aggregate sum of the principal and interest payable on each of such dates shall be a fixed constant amount calculated to reduce the outstanding principal of the Bonds to zero at the three hundred thirty-sixth (336th) calendar month, with a final payment of all remaining principal and interest on the Bond Payment Date of the three

hundred thirty-sixth (336th) calendar month, all of the foregoing payments to be applied first to the interest thereon then due and payable, and then to the outstanding principal thereof; provided, however, that in no event shall the final payment of the principal of, and interest on, the Bonds extend beyond the twenty-eighth (28th) anniversary of the date of the Bonds. The approximate annual aggregate principal and interest requirement on the Bonds is calculated as not to exceed One Hundred Thirty-One Thousand Six Hundred Fifty-Five Dollars (\$131,655), consisting of not to exceed Sixteen Thousand Eighty Dollars (\$16,080) Bond R-1, not to exceed Thirty-Six Thousand One Hundred Eighty Dollars (\$36,180) Bond R-2, not to exceed Thirty-Nine Thousand Five Hundred Ninety-Seven Dollars (\$39,597) Bond R-3, and not to exceed Thirty-Nine Thousand Seven Hundred Ninety-Eight Dollars (\$39,798) Bond R-4, all assuming an interest rate of two and two hundred fifty thousandths percent (2.250%) per annum.

Section 7. Execution of Bonds. The Bonds shall be executed in such manner as may be prescribed by applicable law in the name, and on behalf, of the Municipality with the manual or facsimile signature of the Mayor and attested with the manual or facsimile signature of the Town Recorder, and with the official seal, or a facsimile thereof, of the Municipality impressed or imprinted thereon. The Bonds shall not be valid for any purpose unless authenticated by the manual signature of an officer of the Registration Agent on the certificate set forth on the Bonds.

Section 8. Registration and Negotiability. The Town Recorder is hereby appointed the Registration Agent and as such official shall establish and maintain suitable books (the "Registration Books") for recording the registration, conversion, and payment of the Bonds, and shall also perform such other duties as may be required in connection with any of the foregoing.

The Bonds shall be fully registered as to both principal and interest and shall be fully negotiable upon proper endorsement by the registered owner thereof. No transfer of the Bonds will be valid unless such transfer is noted upon the Registration Books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation of the Bonds at such office for verification of the endorsements made on the Payment Record attached to the Bonds of the principal of and interest on paid or prepaid on the Bonds, and the notation of such registration by the Registration Agent. All assignees shall take the Bonds subject to such condition.

At the request of the owner of the Bonds, the Municipality shall cause to be prepared, executed, and delivered to the registered owner, in exchange for such installment bonds, serial bonds in an aggregate principal amount equal to the principal amount of such installment bonds then unpaid, bearing interest at the same rate or rates as provided in such installment bonds. Upon any such exchange, such installment bonds shall be cancelled. The reasonable expenses in connection with such exchange shall be paid by the owner of the installment bonds.

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

Section 9. Redemption. The Bonds shall be subject to call and redemption, and installments of principal shall be subject to prepayment, at any time prior to maturity, at the option of the Municipality, without premium or penalty, upon payment, to the registered owner thereof, of the principal so redeemed or prepaid, plus interest accrued thereon until the date of redemption or prepayment. If installments of principal are so prepaid, such prepayments shall be only in inverse order of maturity.

Notice of intended redemption or intended prepayment of installments or portions of installments of principal shall be given by first-class mail to the registered owner of the Bonds. Such notice shall be given not less than thirty (30) calendar days nor more than one hundred eighty (180) calendar days prior to the date fixed for redemption or prepayment. Each such notice of redemption or prepayment shall designate the date and place of redemption or prepayment; shall specify the principal amount of the installments of principal to be prepaid; and shall state that provided sufficient funds are available on such redemption or prepayment date to pay the principal of and the unpaid interest accrued on the Bonds if such Bonds are to be redeemed, or the installments of principal to be prepaid, the interest on such Bonds or on such installments of principal shall cease to accrue from and after the redemption or prepayment date specified.

Section 10. Payment. The principal of, and interest on, the Bonds shall be payable in any coin or currency of the United States of America, which is legal tender for the payment of public and private debts as of the date of payment thereof. The principal of and interest on the Bonds shall be payable by check, draft, or warrant of the Municipality mailed to the registered owner thereof at the address shown on the Registration Books of the Municipality and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal, interest, or both so paid; provided, however, that the Bonds shall be surrendered to the Registration Agent for cancellation upon payment in full of all principal and interest.

Payments made by the Municipality on the Bonds and received by the registered owner thereof shall be applied to the interest due and the balance shall be applied to the installment of principal due at the time such payments are received.

Any delinquent payment made by the Municipality will be applied by the registered owner of the Bonds in the following sequence:

- (1) past due interest,
- (2) past due installments of principal,
- (3) interest due, and
- (4) installment of principal due.

If any extra payments are made by the Municipality and received by the registered owner of the Bonds, such extra payments shall be applied to the installments of principal in inverse order of maturity.

Section 11. Source of Payment; Security. The Bonds, including the principal thereof, premium, if any, and interest thereon, are payable from funds of the Municipality 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 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 is hereby irrevocably pledged. The Bonds are additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

Section 12. Levy of Taxes. For the purpose of providing for the payment of the principal of and interest on the Bonds, 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. The Board of the Municipality is required by law and shall and does hereby pledge to levy such tax. Principal and interest, or any of the foregoing, 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 therefore may be made from the taxes herein provided when the same shall have been collected. All such taxes levied and collected shall be deposited in a special fund to be designated "Bond Fund, School Project" (the "Bond Fund") and used solely for the payment of principal and interest on the Bonds as the same shall become due. There shall be deposited in the Bond Fund, on or before the fifteenth (15th) day of each month, an amount which, together with any monies which may be available for such payment for such month from the proceeds of the Bonds or otherwise, shall be not less than the interest and installment of principal payable on the Bonds, if issued, on the Bond Payment Date of the next succeeding calendar month. Monies in the Bond Fund shall be used solely for the purpose of paying the principal of and interest on the Bonds, if issued; and said monies are hereby expressly and exclusively pledged for said purpose.

Section 13. Form of Bonds. Each Bond shall be substantially in the form attached hereto as Exhibit "A" and incorporated herein as fully as though copied.

Section 14. Covenants Regarding the Project. The Municipality hereby covenants and agrees with the registered owner of the Bonds, if issued, that so long as the principal of, or interest on, the Bonds, if issued, remains outstanding and unpaid:

- (a) That the Municipality will duly and punctually pay or cause to be paid, as herein provided the principal installments or redemption price of the Bonds and the interest thereon, at the dates and places and in the manner stated herein and faithfully and punctually perform all duties required by the Constitution and laws of the State and the Act, including the making and collecting of taxes in an amount at least sufficient to pay principal of and interest on the Bonds.

(b) That the Municipality will maintain and keep proper books or records and accounts separate from all other records and accounts of the Municipality, in which complete entries shall be made of all transactions relating to the Bonds, or provided therefor; that it will cause the books and accounts of the Municipality to be audited annually by certified public accountants; that any such owners of the Bonds, if issued, shall have the right to inspect at all reasonable times all records and accounts and data relating thereto; and, that the Municipality will furnish to any registered owners of the Bonds, if issued, all data and information relating to the Bonds which may be reasonably requested.

(c) That unless approved in writing by the Original Purchaser, no changes shall be made in the plans and specifications for the improvements of the Project financed by means of the proceeds of the sale of the Bonds.

(d) That each officer of the Municipality or person, other than Banks, having custody of funds of the Municipality shall be under fidelity bond at all times in an amount required by State law and the holder of the Bonds.

Section 15. Remedies of Bondholders. So long as the principal of, or interest on, the Bonds remains unpaid and outstanding, the owner of the Bonds may, either at law or in equity, by suit, action, mandamus, or other proceedings, and in any court of competent jurisdiction, enforce and compel performance by the officials of the Municipality of all duties of the Municipality under this Resolution, or under any applicable laws.

Section 16. Defeasance and Release of Lien. So long as the United States of America 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 refunding the Bonds herein authorized without immediately prepaying the Bonds.

Section 17. Sale of Bonds. The Mayor and the Town Recorder are hereby authorized to execute the Bonds and deliver the same to the United States of America, in exchange for the purchase price thereof, which price shall be at par, with no premium or discount.

Section 18. Disposition of Bond Proceeds. The proceeds from the sale of the Bonds and from the sale of notes issued in anticipation of the Bonds, shall be deposited with a Bank in a special fund to be known as the "Construction Fund, School Project" (the "Construction Fund"), and shall be disbursed solely for the payment of the costs of acquiring, constructing, improving, renovating, and equipping the Project, all in the manner and according to the terms required by the United States of America, Department of Agriculture, including costs of acquisition, construction, improvements, renovations and equipment, costs of necessary architectural and engineering services, legal, administrative and clerical costs, costs of reimbursement, capitalized interest and other necessary miscellaneous expenses. Monies in the Construction Fund shall be secured in the manner prescribed by applicable statutes relating to the securing of public or trust funds, if any, or if legally permissible, by a pledge of readily marketable securities having at all times a market value of not less than the amount in said Construction Fund. Any proceeds from the sale of the Bonds remaining in the Construction Fund after the completion of such acquisition, construction, improvements, renovations and equipment shall be used at the earliest practicable date for the payment of the Bonds, as herein provided. If any grant funds are obtained from the United States Government, or any agency thereof,

for the acquisition, construction, improvement, renovation and equipment of the Project, and deposited in the Construction Fund as herein provided, any excess of such grant funds after such completion shall be returned to the appropriate official or agency of the United States Government; provided, however, that excess monies remaining after such completion shall be allocated so that excess proceeds from the sale of the Bonds shall be in the same proportion to excess grant funds that the total proceeds from the sale of the Bonds bore to the total of the funds so granted.

Section 19. Non-Arbitrage Certification. The Municipality certifies and covenants with the Owners of any series of tax-exempt Bonds issued hereunder that so long as the principal of any Bond remains unpaid, monies on deposit in any fund or account in connection with the Bonds, whether or not from any other source, will not be used in a manner which will cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code. The Municipality reserves the right, however, to make any investment of such monies permitted by Tennessee law and this Resolution if, when and to the extent that said Section 148 or regulations promulgated thereunder shall be repealed or relaxed or shall be held void by final decision of a court of competent jurisdiction, but only if any investment made by virtue of such repeal, relaxation, or decision would not, in the opinion of Bond Counsel, result in making the interest on the Bonds subject to federal income taxation.

The Municipality covenants that it shall comply with Section 148(f) of the Code, unless legally exempted therefrom, and the Municipality represents that in the event it shall be required by Section 148(f) of the Code to pay "Rebatable Arbitrage," as such term is defined and used in the Code, pursuant to the Code, to the United States Government, it will make such payments as and when required by said Section 148(f) and will take such other actions as shall be necessary or permitted to prevent the interest on the Bonds from becoming subject to inclusion in the gross income of the Owners of the Bonds for purposes of federal income taxation.

Section 20. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Municipality and the owners from time to time of the Bonds and, after the issuance of the Bonds, 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 all of the principal of, and interest on, the Bonds shall have been paid in full.

Section 21. Modification of Resolution. The owners of seventy-five percent (75%) of the aggregate principal amount of the Bonds at any time outstanding (not including such Bonds which may then be held or owned by or for the account of the Municipality, but including such refunding bonds as may have been issued for the purpose of refunding the Bonds or any installments of principal thereof, if such refunding bonds are not then owned by the Municipality) shall have the right from time to time to consent to and approve the adoption by the Board of a resolution or resolutions modifying any of the terms or provisions contained in this Resolution; provided, however, that this Resolution may not be so modified or amended in such manner as to:

- (a) make any change in the maturity of the installments of principal of the Bonds;
- (b) make any change in the rates of interest borne by the Bonds;
- (c) reduce the amount of the principal payable on the Bonds;

(d) modify the term of payment of principal of or interest on the Bonds or impose any conditions with respect to such payment;

(e) affect the rights of less than all of the owners of the Bonds; or,

(f) reduce the percentage of the aggregate principal amount of the Bonds, the consent of the owner(s) of which is required to effect further modification of this Resolution.

Whenever the Municipality shall propose to amend or modify this Resolution under the provisions of this Section 21, it shall cause notice of the proposed amendment to be filed with the owner or owners of the Bonds. Such notice shall briefly set forth the nature of the proposed amendment and shall state that a copy of the proposed amendatory Resolution is on file in the office of the Registration Agent for public inspection.

Such amendatory resolution may be adopted if, and only if, within one (1) year from the date of the filing of said notice, an instrument or instruments executed by the owner(s) of the Bonds then outstanding, as determined in this Section, have been filed with the Registration Agent, which instrument or instruments refer to the proposed amendatory resolution described in said notice and specifically consent to and approve the adoption thereof.

If the owner(s) of the Bonds, outstanding at the time of the adoption of such amendatory resolution, as defined in this Section 21, or the predecessors in title of such owners shall have consented to and approved the adoption thereof as herein provided, and not revoked such consent as provided in this Section 21, no owner of the Bonds whether or not such owner has consented to, or revoked any consent, shall have any right or interest to object to the adoption of such amendatory resolution or to object to any of the terms or provisions therein contained or to the operation thereof or to enjoin or restrain the Municipality from taking any action pursuant to the provisions hereof.

Any consent given by the owners of the Bonds, pursuant to the provisions of this Section, shall be irrevocable for a period of six (6) months from the date of the issuance of the notice provided for above, and shall be conclusive and binding upon all future owners of the Bonds during such period. Such consent may be revoked at any time after six (6) months from the date of issuance of such notice by the owner of the Bonds who gave consent, or if such person no longer holds the Bonds by the then owner of the Bonds by filing notice of such revocation with the Registration Agent; provided, however, that such revocation after six (6) months from said date of issuance shall not be effective if the owners of seventy-five percent (75%) in aggregate principal amount of the Bonds then outstanding as defined in this Section 21, shall have consented to and approved the amendatory resolution referred to in such revocation prior to the attempted revocation.

The date and date of the execution of any instrument under the provisions of this Section 21 may be proved by the certificate of any official in any jurisdiction who, by the laws thereof, is authorized to take acknowledgements of deeds within such jurisdiction, that the person signing such instrument acknowledged before him or her the execution thereof, or may be proved by an affidavit of a witness to such execution sworn to before such official.

All such information with respect to the Bonds shall be determined by reference to the Registration Books.

Section 22. No Action to be Taken Affecting Validity of the Bonds. The Municipality hereby covenants and agrees that it will not take, cause to be taken, nor permit to be taken, any action, including, but not limited to any action pertaining to the Project, or the use thereof, that would in any manner affect the validity of the Bonds or limit the rights and remedies of the owners from time to time of such Bonds or affect the tax status of the interest payable thereon.

Section 23. Bond Anticipation Notes. Pending delivery of the Bonds, bond anticipation notes have been issued by the Municipality for the purpose of providing funds in anticipation of the issuance of the Bonds, and to evidence funds obtained on an interim basis from sources other than the Original Purchaser. On October 29, 2020, the Municipality issued its \$2,464,718 Bond Anticipation Note, Series 2020 (the "Series 2020 Note") in connection with the Project. On January 29, 2021, the Municipality issued its \$30,250,000 Bond Anticipation Note, Series 2021 (the "Series 2021 Note," and together with the Series 2020 Note, the "Bond Anticipation Notes"). The Bond Anticipation Notes are payable within no more than two (2) years from their date of issuance, subject to extension as permitted by applicable law. The Bond Anticipation Notes have been extended and bear interest at such rate as was negotiated with the purchaser thereof, which is four percent (4.50%) per annum.

The Bond Anticipation Notes have been issued in an aggregate principal amount that does not exceed the principal amount of the Bonds authorized by this Resolution.

The proceeds of the sale of the Bond Anticipation Notes have and shall be deposited in the Construction Fund upon the terms as set forth therein.

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

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

Adopted and approved this 11th day of September, 2023

MAYOR

Attest:

TOWN RECORDER

STATE OF TENNESSEE)
COUNTY OF WASHINGTON)

I, Robert Anderson, 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 a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board") of said Municipality held on September 11, 2023; (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, issuance, and sale of not to exceed \$32,750,000 General Obligation Bonds, in one or more series, of said Municipality; (4) that the actions by said Board, including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purposes; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

WITNESS my official signature and the seal of said Municipality this 11th day of September, 2023.

Town Recorder

(SEAL)

FORM OF BOND

EXHIBIT "A"

REGISTERED
NO. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023A

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of _____ Dollars (\$ _____), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and two hundred fifty thousandths percent (2.250%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$ _____ on the _____ day of each calendar month, commencing on _____, with a final payment on _____, all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

It is hereby certified, recited, and declared that all acts and conditions required to be done and to exist precedent to, and in the issuance of, this Bond, in order to make such Bond a legal, valid, and binding obligation of the Municipality, have been done, and did exist in the due time and form, and as required by the Constitution and statutes of the State of Tennessee; that this Bond, together with

all other indebtedness of the Municipality, does not exceed any limitation prescribed by the Constitution or statutes of the State of Tennessee.

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ___ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

RESOLUTION NO. _____

RESOLUTION AUTHORIZING THE TERMS, ISSUANCE, EXECUTION, SALE, AND PAYMENT OF GENERAL OBLIGATION BONDS, IN ONE OR MORE SERIES, IN THE PRINCIPAL AMOUNT OF NOT TO EXCEED \$10,000,000, OF THE TOWN OF JONESBOROUGH, TENNESSEE

WHEREAS, the Town of Jonesborough, Washington County, Tennessee (the "Municipality"), is authorized by Title 9, Chapter 21, Tennessee Code Annotated, as amended, to issue and sell bonds, in one or more series, for the purpose of financing a portion of the costs of certain public works projects, consisting of the acquisition, construction, improvement, renovation and equipping of public buildings within the Municipality, including a public school and related athletic and parking facilities; 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 projects; to pay capitalized interest (collectively, the "Project"); and to pay costs incident to the issuance and sale of general obligation bonds of the Municipality, in one or more series, as hereinafter defined;

WHEREAS, the Board of Mayor and Aldermen of the Municipality (the "Board") has adopted an "Initial Resolution Authorizing the Issuance of a Not to Exceed \$10,000,000 General Obligation Bond of the Town of Jonesborough, Tennessee, to Provide Funding for Certain Public Works Projects and to Fund the Incidental and Necessary Expenses Related Thereto" (the "Initial Resolution"), authorizing and directing, among other things, the issuance by the Municipality of its bonds for the purpose of financing the costs of such Project and the costs incident to the financing thereof;

WHEREAS, the Initial Resolution authorized payment of the principal of, and interest on, the bonds from funds of the Municipality legally available therefore and to the extent necessary from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality, without limitation as to time, rate, or amount;

WHEREAS, the Town Recorder published a copy of the Initial Resolution, said copy having been published on April 29, 2022 in the *Johnson City Press*, a newspaper of general circulation within the Municipality;

WHEREAS, the Board of the Municipality deems it necessary and desirable to acquire, construct, improve, renovate and equip the Project and that general obligation bonds, in one or more series (the "Bonds"), of the Municipality be issued in the principal amount of not to exceed Ten Million Dollars (\$10,000,000), for the purpose of providing, together with such other monies as may be available to the Municipality for such financing, funds for such Project; and,

WHEREAS, the United States of America has agreed to purchase said Bonds when and if issued;

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

Section 1. Definitions. Without limiting any other definitions of terms and words in other sections of this Resolution, the following words and terms shall have the meanings indicated unless otherwise plainly apparent from the context:

“Act” means Title 9, Chapter 21, Tennessee Code Annotated, as amended.

“Bank” or “Banks” means a bank or trust company which is a member of the Federal Deposit Insurance Corporation, and is authorized under the laws of the United States of America or the State of Tennessee to engage in the banking business in this State.

“Board” means the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee.

“Bond Payment Date” means that certain date of the month thirty (30) days after the Closing Date and on that certain date every month thereafter until the Retirement Date.

“Bonds” means those certain not to exceed \$10,000,000 General Obligation Bonds, in one or more series, of the Municipality authorized by this Resolution of the Board.

“Closing Date” means the date of delivery by the Municipality of the Bonds, to the Original Purchaser.

“Code” means the Internal Revenue Code of 1986, as amended, and the applicable regulations of the United States Department of the Treasury promulgated thereunder, as in effect on the date of issuance of the Bonds, and as hereafter amended, supplemented, or revised insofar as such amendments, supplements, or revisions shall pertain to or affect the Bonds.

“Fiscal Year” means the twelve (12) month period commencing upon the 1st day of July of each calendar year.

“Mayor” means the duly elected, qualified, and acting Mayor of the Municipality, and his or her successors.

“Original Purchaser” means the United States of America.

“Project” means those certain public works projects, consisting of public buildings within the Municipality, including a public school and related athletic and parking facilities, which are to be acquired, constructed, improved, renovated, and equipped with the proceeds of the sale of the Bonds.

“Registration Agent” means the Town Recorder of the Municipality, and his or her successor or successors hereafter appointed in the manner provided in this Resolution.

“Resolution” means this Resolution, as supplemented and amended.

“State” means the State of Tennessee.

“Town Recorder” means the duly appointed, qualified, and acting Town Recorder of the Municipality, and his or her successors.

Section 2. Determination of Purpose. The Board hereby finds, determines, and declares that, in the public interest of the Municipality, it is necessary and desirable that the Municipality immediately acquire, construct, improve, renovate, and equip the Project.

Section 3. Construction of Project. The Board hereby determines to proceed as expeditiously as possible with the acquisition, construction, improvement, renovation, and equipment of the Project in accordance with the plans and specifications thereof.

Section 4. Issuance of Bonds. In order to obtain funds for the acquisition, construction, improvement, renovation and equipment of such Project, there shall be issued, in accordance with the provisions of the Act, the Bonds of the Municipality in the original principal amount of not to exceed Ten Million Dollars (\$10,000,000).

Section 5. Authority. The Bonds shall be issued pursuant to the authority granted by the Act and any other applicable provisions of law.

Section 6. Authorization and Terms. The Bonds shall be issued as fully registered Bonds in one or more series, without coupons, numbered R-1 upwards for each series, with such series designations as determined by the officials of the Municipality executing such Bonds, in the aggregate principal amount of not to exceed Ten Million Dollars (\$10,000,000).

The Bonds shall each be designated “General Obligation Bond, Series 2023B.” Said Bonds shall consist of a fully registered bond in the principal amount of not to exceed Three Million Dollars (\$3,000,000) numbered R-1; and, a fully registered bond in the principal amount of not to exceed Seven Million Dollars (\$7,000,000) numbered R-2. Said Bonds shall be dated as of the date of delivery to the purchaser thereof; shall be in typed, printed, or photocopied form, or any combination thereof, as shall be approved by the purchaser of the Bonds, the acceptance of such Bonds by such purchaser to be conclusive evidence of such approval; shall bear interest on the unpaid principal amount thereof from and after said date of delivery at a rate not exceeding two and one hundred twenty-five thousandths percent (2.125%) per annum, such principal and interest being payable monthly on the Bond Payment Date, commencing in the calendar month next succeeding the Closing Date of the Bonds and continuing through and including the Bond Payment Date of the three hundred thirty-fifth (335th) calendar month thereafter, in an amount computed such that the aggregate sum of the principal and interest payable on each of such dates shall be a fixed constant amount calculated to reduce the outstanding principal of the Bonds to zero at the three hundred thirty-sixth (336th) calendar month, with a final payment of all remaining principal and interest on the Bond Payment Date of the three hundred thirty-sixth (336th) calendar month, all of the foregoing payments to be applied first to the interest thereon then due and payable, and then to the outstanding principal thereof; provided, however, that in no event shall the final payment of the principal of, and interest on, the Bonds extend beyond the twenty-eighth (28th) anniversary of the date of the Bonds. The approximate

annual aggregate principal and interest requirement on the Bonds is calculated as not to exceed Thirty-Nine Thousand Six Hundred Dollars (\$39,600), consisting of not to exceed Eleven Thousand Eight Hundred Eighty Dollars (\$11,880) for Bond R-1, and not to exceed Twenty-Seven Thousand Seven Hundred Twenty Dollars (\$27,720) for Bond R-2, all assuming an interest rate of two and one hundred twenty-five thousandths percent (2.125%) per annum.

Section 7. Execution of Bonds. The Bonds shall be executed in such manner as may be prescribed by applicable law in the name, and on behalf, of the Municipality with the manual or facsimile signature of the Mayor and attested with the manual or facsimile signature of the Town Recorder, and with the official seal, or a facsimile thereof, of the Municipality impressed or imprinted thereon. The Bonds shall not be valid for any purpose unless authenticated by the manual signature of an officer of the Registration Agent on the certificate set forth on the Bonds.

Section 8. Registration and Negotiability. The Town Recorder is hereby appointed the Registration Agent and as such official shall establish and maintain suitable books (the "Registration Books") for recording the registration, conversion, and payment of the Bonds, and shall also perform such other duties as may be required in connection with any of the foregoing.

The Bonds shall be fully registered as to both principal and interest and shall be fully negotiable upon proper endorsement by the registered owner thereof. No transfer of the Bonds will be valid unless such transfer is noted upon the Registration Books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation of the Bonds at such office for verification of the endorsements made on the Payment Record attached to the Bonds of the principal of and interest on paid or prepaid on the Bonds, and the notation of such registration by the Registration Agent. All assignees shall take the Bonds subject to such condition.

At the request of the owner of the Bonds, the Municipality shall cause to be prepared, executed, and delivered to the registered owner, in exchange for such installment bonds, serial bonds in an aggregate principal amount equal to the principal amount of such installment bonds then unpaid, bearing interest at the same rate or rates as provided in such installment bonds. Upon any such exchange, such installment bonds shall be cancelled. The reasonable expenses in connection with such exchange shall be paid by the owner of the installment bonds.

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

Section 9. Redemption. The Bonds shall be subject to call and redemption, and installments of principal shall be subject to prepayment, at any time prior to maturity, at the option of the Municipality, without premium or penalty, upon payment, to the registered owner thereof, of the principal so redeemed or prepaid, plus interest accrued thereon until the date of redemption or prepayment. If installments of principal are so prepaid, such prepayments shall be only in inverse order of maturity.

Notice of intended redemption or intended prepayment of installments or portions of installments of principal shall be given by first-class mail to the registered owner of the Bonds. Such notice shall be given not less than thirty (30) calendar days nor more than one hundred eighty (180) calendar days prior to the date fixed for redemption or prepayment. Each such notice of redemption or prepayment shall designate the date and place of redemption or prepayment; shall specify the principal amount of the installments of principal to be prepaid; and shall state that provided sufficient funds are available on such redemption or prepayment date to pay the principal of and the unpaid interest accrued on the Bonds if such Bonds are to be redeemed, or the installments of principal to be prepaid, the interest on such Bonds or on such installments of principal shall cease to accrue from and after the redemption or prepayment date specified.

Section 10. Payment. The principal of, and interest on, the Bonds shall be payable in any coin or currency of the United States of America, which is legal tender for the payment of public and private debts as of the date of payment thereof. The principal of and interest on the Bonds shall be payable by check, draft, or warrant of the Municipality mailed to the registered owner thereof at the address shown on the Registration Books of the Municipality and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal, interest, or both so paid; provided, however, that the Bonds shall be surrendered to the Registration Agent for cancellation upon payment in full of all principal and interest.

Payments made by the Municipality on the Bonds and received by the registered owner thereof shall be applied to the interest due and the balance shall be applied to the installment of principal due at the time such payments are received.

Any delinquent payment made by the Municipality will be applied by the registered owner of the Bonds in the following sequence:

- (1) past due interest,
- (2) past due installments of principal,
- (3) interest due, and
- (4) installment of principal due.

If any extra payments are made by the Municipality and received by the registered owner of the Bonds, such extra payments shall be applied to the installments of principal in inverse order of maturity.

Section 11. Source of Payment; Security. The Bonds, including the principal thereof, premium, if any, and interest thereon, are payable from funds of the Municipality 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 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 is hereby irrevocably pledged. The Bonds are additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the

Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

Section 12. Levy of Taxes. For the purpose of providing for the payment of the principal of and interest on the Bonds, 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. The Board of the Municipality is required by law and shall and does hereby pledge to levy such tax. Principal and interest, or any of the foregoing, 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 therefore may be made from the taxes herein provided when the same shall have been collected. All such taxes levied and collected shall be deposited in a special fund to be designated "Bond Fund, School Project" (the "Bond Fund") and used solely for the payment of principal and interest on the Bonds as the same shall become due. There shall be deposited in the Bond Fund, on or before the fifteenth (15th) day of each month, an amount which, together with any monies which may be available for such payment for such month from the proceeds of the Bonds or otherwise, shall be not less than the interest and installment of principal payable on the Bonds, if issued, on the Bond Payment Date of the next succeeding calendar month. Monies in the Bond Fund shall be used solely for the purpose of paying the principal of and interest on the Bonds, if issued; and said monies are hereby expressly and exclusively pledged for said purpose.

Section 13. Form of Bonds. Each Bond shall be substantially in the form attached hereto as Exhibit "A" and incorporated herein as fully as though copied.

Section 14. Covenants Regarding the Project. The Municipality hereby covenants and agrees with the registered owner of the Bonds, if issued, that so long as the principal of, or interest on, the Bonds, if issued, remains outstanding and unpaid:

(a) That the Municipality will duly and punctually pay or cause to be paid, as herein provided the principal installments or redemption price of the Bonds and the interest thereon, at the dates and places and in the manner stated herein and faithfully and punctually perform all duties required by the Constitution and laws of the State and the Act, including the making and collecting of taxes in an amount at least sufficient to pay principal of and interest on the Bonds.

(b) That the Municipality will maintain and keep proper books or records and accounts separate from all other records and accounts of the Municipality, in which complete entries shall be made of all transactions relating to the Bonds, or provided therefor; that it will cause the books and accounts of the Municipality to be audited annually by certified public accountants; that any such owners of the Bonds, if issued, shall have the right to inspect at all reasonable times all records and accounts and data relating thereto; and, that the Municipality will furnish to any registered owners of the Bonds, if issued, all data and information relating to the Bonds which may be reasonably requested.

(c) That unless approved in writing by the Original Purchaser, no changes shall be made in the plans and specifications for the improvements of the Project financed by means of the proceeds of the sale of the Bonds.

(d) That each officer of the Municipality or person, other than Banks, having custody of funds of the Municipality shall be under fidelity bond at all times in an amount required by State law and the holder of the Bonds.

Section 15. Remedies of Bondholders. So long as the principal of, or interest on, the Bonds remains unpaid and outstanding, the owner of the Bonds may, either at law or in equity, by suit, action, mandamus, or other proceedings, and in any court of competent jurisdiction, enforce and compel performance by the officials of the Municipality of all duties of the Municipality under this Resolution, or under any applicable laws.

Section 16. Defeasance and Release of Lien. So long as the United States of America 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 refunding the Bonds herein authorized without immediately prepaying the Bonds.

Section 17. Sale of Bonds. The Mayor and the Town Recorder are hereby authorized to execute the Bonds and deliver the same to the United States of America, in exchange for the purchase price thereof, which price shall be at par, with no premium or discount.

Section 18. Disposition of Bond Proceeds. The proceeds from the sale of the Bonds and from the sale of the note issued in anticipation of the Bonds, shall be deposited with a Bank in a special fund to be known as the "Construction Fund, School Project" (the "Construction Fund"), and shall be disbursed solely for the payment of the costs of acquiring, constructing, improving, renovating, and equipping the Project, all in the manner and according to the terms required by the United States of America, Department of Agriculture, including costs of acquisition, construction, improvements, renovations and equipment, costs of necessary architectural and engineering services, legal, administrative and clerical costs, costs of reimbursement, capitalized interest and other necessary miscellaneous expenses. Monies in the Construction Fund shall be secured in the manner prescribed by applicable statutes relating to the securing of public or trust funds, if any, or if legally permissible, by a pledge of readily marketable securities having at all times a market value of not less than the amount in said Construction Fund. Any proceeds from the sale of the Bonds remaining in the Construction Fund after the completion of such acquisition, construction, improvements, renovations and equipment shall be used at the earliest practicable date for the payment of the Bonds, as herein provided. If any grant funds are obtained from the United States Government, or any agency thereof, for the acquisition, construction, improvement, renovation and equipment of the Project, and deposited in the Construction Fund as herein provided, any excess of such grant funds after such completion shall be returned to the appropriate official or agency of the United States Government; provided, however, that excess monies remaining after such completion shall be allocated so that excess proceeds from the sale of the Bonds shall be in the same proportion to excess grant funds that the total proceeds from the sale of the Bonds bore to the total of the funds so granted.

Section 19. Non-Arbitrage Certification. The Municipality certifies and covenants with the Owners of any series of tax-exempt Bonds issued hereunder that so long as the principal of any

Bond remains unpaid, monies on deposit in any fund or account in connection with the Bonds, whether or not from any other source, will not be used in a manner which will cause the Bonds to be "arbitrage bonds" within the meaning of Section 148 of the Code. The Municipality reserves the right, however, to make any investment of such monies permitted by Tennessee law and this Resolution if, when and to the extent that said Section 148 or regulations promulgated thereunder shall be repealed or relaxed or shall be held void by final decision of a court of competent jurisdiction, but only if any investment made by virtue of such repeal, relaxation, or decision would not, in the opinion of Bond Counsel, result in making the interest on the Bonds subject to federal income taxation.

The Municipality covenants that it shall comply with Section 148(f) of the Code, unless legally exempted therefrom, and the Municipality represents that in the event it shall be required by Section 148(f) of the Code to pay "Rebatable Arbitrage," as such term is defined and used in the Code, pursuant to the Code, to the United States Government, it will make such payments as and when required by said Section 148(f) and will take such other actions as shall be necessary or permitted to prevent the interest on the Bonds from becoming subject to inclusion in the gross income of the Owners of the Bonds for purposes of federal income taxation.

Section 20. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Municipality and the owners from time to time of the Bonds and, after the issuance of the Bonds, 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 all of the principal of, and interest on, the Bonds shall have been paid in full.

Section 21. Modification of Resolution. The owners of seventy-five percent (75%) of the aggregate principal amount of the Bonds at any time outstanding (not including such Bonds which may then be held or owned by or for the account of the Municipality, but including such refunding bonds as may have been issued for the purpose of refunding the Bonds or any installments of principal thereof, if such refunding bonds are not then owned by the Municipality) shall have the right from time to time to consent to and approve the adoption by the Board of a resolution or resolutions modifying any of the terms or provisions contained in this Resolution; provided, however, that this Resolution may not be so modified or amended in such manner as to:

- (a) make any change in the maturity of the installments of principal of the Bonds;
- (b) make any change in the rates of interest borne by the Bonds;
- (c) reduce the amount of the principal payable on the Bonds;
- (d) modify the term of payment of principal of or interest on the Bonds or impose any conditions with respect to such payment;
- (e) affect the rights of less than all of the owners of the Bonds; or,
- (f) reduce the percentage of the aggregate principal amount of the Bonds, the consent of the owner(s) of which is required to effect further modification of this Resolution.

Whenever the Municipality shall propose to amend or modify this Resolution under the provisions of this Section 21, it shall cause notice of the proposed amendment to be filed with the owner or owners of the Bonds. Such notice shall briefly set forth the nature of the proposed amendment and shall state that a copy of the proposed amendatory Resolution is on file in the office of the Registration Agent for public inspection.

Such amendatory resolution may be adopted if, and only if, within one (1) year from the date of the filing of said notice, an instrument or instruments executed by the owner(s) of the Bonds then outstanding, as determined in this Section, have been filed with the Registration Agent, which instrument or instruments refer to the proposed amendatory resolution described in said notice and specifically consent to and approve the adoption thereof.

If the owner(s) of the Bonds, outstanding at the time of the adoption of such amendatory resolution, as defined in this Section 21, or the predecessors in title of such owners shall have consented to and approved the adoption thereof as herein provided, and not revoked such consent as provided in this Section 21, no owner of the Bonds whether or not such owner has consented to, or revoked any consent, shall have any right or interest to object to the adoption of such amendatory resolution or to object to any of the terms or provisions therein contained or to the operation thereof or to enjoin or restrain the Municipality from taking any action pursuant to the provisions hereof.

Any consent given by the owners of the Bonds, pursuant to the provisions of this Section, shall be irrevocable for a period of six (6) months from the date of the issuance of the notice provided for above, and shall be conclusive and binding upon all future owners of the Bonds during such period. Such consent may be revoked at any time after six (6) months from the date of issuance of such notice by the owner of the Bonds who gave consent, or if such person no longer holds the Bonds by the then owner of the Bonds by filing notice of such revocation with the Registration Agent; provided, however, that such revocation after six (6) months from said date of issuance shall not be effective if the owners of seventy-five percent (75%) in aggregate principal amount of the Bonds then outstanding as defined in this Section 21, shall have consented to and approved the amendatory resolution referred to in such revocation prior to the attempted revocation.

The date and date of the execution of any instrument under the provisions of this Section 21 may be proved by the certificate of any official in any jurisdiction who, by the laws thereof, is authorized to take acknowledgements of deeds within such jurisdiction, that the person signing such instrument acknowledged before him or her the execution thereof, or may be proved by an affidavit of a witness to such execution sworn to before such official.

All such information with respect to the Bonds shall be determined by reference to the Registration Books.

Section 22. No Action to be Taken Affecting Validity of the Bonds. The Municipality hereby covenants and agrees that it will not take, cause to be taken, nor permit to be taken, any action, including, but not limited to any action pertaining to the Project, or the use thereof, that would in any manner affect the validity of the Bonds or limit the rights and remedies of the owners from time to time of such Bonds or affect the tax status of the interest payable thereon.

Section 23. Bond Anticipation Note. Pending delivery of the Bonds, a bond anticipation note has been issued by the Municipality for the purpose of providing funds in anticipation of the issuance of the Bonds, and to evidence funds obtained on an interim basis from sources other than the Original Purchaser. On May 20, 2022, the Municipality issued its \$10,000,000 Bond Anticipation Note, Series 2022 (the "Bond Anticipation Note") in connection with the Project. The Bond Anticipation Note is payable within no more than two (2) years from its date of issuance, subject to extension as permitted by applicable law. The Bond Anticipation Note bears interest at such rate as was negotiated with the purchaser thereof, which is two and one hundred fifty thousandths percent (2.150%) per annum.

The Bond Anticipation Note has been issued in an aggregate principal amount that does not exceed the principal amount of the Bonds authorized by this Resolution.

The proceeds of the sale of the Bond Anticipation Note have and shall be deposited in the Construction Fund upon the terms as set forth therein.

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

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

Adopted and approved this 11th day of September, 2023.

MAYOR

Attest:

TOWN RECORDER

STATE OF TENNESSEE)
COUNTY OF WASHINGTON)

I, Robert Anderson, 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 a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board") of said Municipality held on September 11, 2023; (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, issuance, and sale of not to exceed \$10,000,000 General Obligation Bonds, in one or more series, of said Municipality; (4) that the actions by said Board, including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purposes; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

WITNESS my official signature and the seal of said Municipality this 11th day of September, 2023.

Town Recorder

(SEAL)

FORM OF BOND

EXHIBIT "A"

REGISTERED
NO. _____

REGISTERED
\$ _____

UNITED STATES OF AMERICA
STATE OF TENNESSEE
COUNTY OF WASHINGTON
TOWN OF JONESBOROUGH
GENERAL OBLIGATION BOND,
SERIES 2023B

KNOW ALL YE BY THESE PRESENTS, that the Town of Jonesborough, Tennessee (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, acknowledges itself indebted, and hereby promises to pay in the manner hereafter provided, to the registered owner hereof, or legal representatives, the principal sum of _____ Dollars (\$ _____), and to pay to the registered owner hereof, or legal representatives, interest on the unpaid principal balance hereof at the rate of two and one hundred twenty-five thousandths percent (2.125%) per annum from and after the date hereof, such interest and principal being payable monthly in the amount of \$ _____ on the _____ day of each calendar month, commencing on _____, with a final payment on _____, all of the foregoing payments to be applied first to the interest hereon then due and payable, and then to the outstanding principal hereof.

Both the principal hereof and the interest hereon are payable in lawful money of the United States of America by check, draft, or warrant mailed to the registered holder hereof at the address shown on the registration books, as hereinafter provided, of the Municipality, and payment in such manner shall forever discharge and release the obligation of the Municipality to the extent of the principal or interest, or both, so paid; provided, however, that upon payment in full of all principal hereof and interest herein, this Bond shall be surrendered to the Town Recorder of the Municipality (the "Town Recorder") for cancellation.

This Bond shall be fully registered as to both principal and interest in the name of the holder thereof on the registration books of the Municipality kept for such purposes by the Town Recorder, or his or her successor officials, as registration agent (the "Registration Agent"). No transfer of this Bond shall be valid unless at the written request of the registered holder owner, or the attorney duly authorized in writing for such registered owner, such transfer is noted by the Registration Agent upon both the within Bond and said registration books at the office of the Town Recorder of the Municipality, as Registration Agent, upon presentation hereof at such office for verification of the endorsements made or the Payment Record attached to the Bond of the principal of and interest or paid or prepaid hereon and the notation of such registration by the Registration Agent. All assignees shall take this Bond subject to such condition.

Any notice to the contrary notwithstanding, the Municipality and all of the officials and employees thereof, including the Registration Agent, may deem and treat the registered owner hereof, as determined in the above manner, as the absolute owner of this Bond for all purposes, including, but not limited to, payment of the principal hereof and the interest hereon, regardless of whether any such payments shall then be overdue.

Any, including all, installments of the aggregate principal sum of this Bond shall be subject to call and redemption prior to maturity at any time at the option of the Municipality, without premium or penalty, as a whole or in part, in inverse order of maturity, upon payment to the registered holder hereof of the principal so redeemed, plus interest accrued thereon to the date of redemption, said principal and accrued interest to be paid by check, draft, or warrant mailed on or before the redemption date to said registered holder at the address shown on the registration books of the Municipality.

Notice of intended redemption, specifying both the date of redemption and the aggregate principal amount to be redeemed, shall be given to the registered owner hereof by first-class mail, not less than thirty (30) days, nor more than one hundred eighty (180) days, prior to the date fixed for redemption. Said notice shall also state that interest on the aggregate principal amount to be so redeemed shall cease to accrue from and after the redemption date specified, provided sufficient funds are available on said redemption date to fully pay said aggregate principal amount redeemed and the unpaid interest accrued thereon.

This Bond is issued to finance the acquisition, construction, improvement, renovation and equipping of certain public works projects, including a public school and related athletic and parking facilities, including all property, real and personal, appurtenant thereto or connected with such work, and defraying all necessary and incidental expenses in connection therewith, under authority of, and in full compliance with the Constitution and statutes of the State of Tennessee, including Chapter 9, Title 21, Tennessee Code Annotated, as amended, and under and pursuant to a resolution adopted by the Board of Mayor and Aldermen of the Municipality on September 11, 2023 (the "Resolution"). Reference is hereby made to said Resolution for a more complete statement of the terms and conditions upon which this Bond is issued, the rights and duties of the Municipality, and the rights of the holder hereof. By acceptance of this Bond, the registered owner hereof shall be conclusively deemed to assent to all the provisions of said Resolution.

The Bond, including the principal thereof, premium, if any, and interest thereon, is payable from funds of the Municipality 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 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 Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. The Bond is additionally payable from, but not secured by, lease payments received by the Municipality under that certain Building Lease Agreement dated as of November 13, 2019 by and between the Municipality and Washington County, Tennessee, as amended and restated on October 20, 2020, as further amended.

For a more complete statement of the funds from which and conditions under 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.

It is hereby certified, recited, and declared that all acts and conditions required to be done and to exist precedent to, and in the issuance of, this Bond, in order to make such Bond a legal, valid, and binding obligation of the Municipality, have been done, and did exist in the due time and form, and as required by the Constitution and statutes of the State of Tennessee; that this Bond, together with

all other indebtedness of the Municipality, does not exceed any limitation prescribed by the Constitution or statutes of the State of Tennessee.

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this Bond and the income herefrom are exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, transfer and estate taxes, provided, however, under certain other statutes and under certain conditions, the principal of and interest on this Bond may be subject to corporate excise taxation in the State of Tennessee.

IN WITNESS WHEREOF, the Municipality, by its Board of Mayor and Aldermen, has caused this Bond to be signed by its Mayor, countersigned by its Town Recorder, all as of this ___ day of _____, 2023.

Mayor

ATTEST:

Town Recorder

(Form of Assignment)

FOR VALUE RECEIVED, the undersigned hereby sells, assigns, and transfers unto _____
_____ the within Bond, together with
accrued interest thereon, and all right, title, and interest thereto, and hereby irrevocably authorizes,
constitutes and appoints _____ attorney to
transfer said Bond on the registration books of the within named Municipality kept by the Bond
Registrar, with full power of substitution in the premises.

Dated: _____

In the presence of:

(Form of Registration Provisions)

This Bond shall be registered on the books of the Municipality kept for such purpose by the Town Recorder of the Municipality, or his or her successor(s), as Registration Agent. The principal and interest on this Bond shall be payable only to, or upon the order of, the registered owner, or his, her, or its legal representatives.

REGISTRATION

(No writing in these blanks except by Bond Registrar)

<u>Date of Registration</u>	<u>Name, Address and Tax I.D. No. of Registered Owner</u>	<u>Signature of Bond Registrar</u>
[_____], 2023	USDA Rural Development _____ 4300 Goodfellow Blvd, Bldg 104 _____ St. Louis, MO 63120-1703 _____	

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

DATE: SEPTEMBER 11, 2023 AGENDA ITEM #: 7-M

SUBJECT: Resolution for Condemnation of the Adams property

BACKGROUND:

As you are aware of, we have been working with property owner Shane Adams for several years related to accessing the alley owned by Mr. Adams located between the Jackson Theatre and Main Street Café in order to work on the Jackson Theatre.

It was brought to the board's attention that the town was attempting to work with Mr. Adams on utility and building access and maintenance purposes immediately behind and adjacent to the Jackson Theatre building. One of the urgent issues is to bring permanent power to the Jackson Theatre building and the location of the power referred to as the "switch gear" is to be located in the alley to serve a public use and public interest; and that the acquisition of the property as described in the attached Resolution to Condemn Property prepared by Town Attorney Jim Wheeler is identified as immediately necessary for the completion of the Jackson Theatre public project described above and its on-going access and maintenance in order to better provide for the health, general welfare, safety, and convenience of Petitioner's citizens and the public at large. We will discuss options that have been reviewed in detail at the BMA meeting.

The Town Administrator and Town Attorney met with Mr. Adams on two separate occasions to find an agreeable solution to the utility and building access and maintenance purposes immediately behind and adjacent to the Jackson Theatre building. At present time, there is no agreement from Mr. Adams on the town's immediate proposal for the town in seeking to acquire the "Alley" between the Jackson Theatre and Main Street Café, as well as a five (5) foot by 52.30-foot parcel for utility and building access and maintenance purposes immediately behind and adjacent to the Jackson Theatre building.

The Town Administrator and the Town Attorney continue to look at other options within the alley and in the rear of the property, however our urgency in this matter needs board action in the event that a resolve is not reached between the town and Mr. Adams. The Resolution is written to give you the option of discussing and changing the area to be condemned if an agreement is not reached. I am attaching a survey that shows several different possible options for the Board to consider with respect to the acquisition of

property or easements over property. These options will be presented to you and discussed in detail Monday night.

RECOMMENDATION:

Approve Resolution to Condemn, as presented with the Board to choose from different options from the Town Attorney with respect to the area to be condemned and amending the Resolution and the Exhibit to be attached accordingly.

**BOARD OF MAYOR AND ALDERMEN OF THE
TOWN OF JONESBOROUGH, TENNESSEE**

RESOLUTION No.: _____

RESOLUTION TO CONDEMN PROPERTY

ACROSS THE ADAMS PROPERTY

WHEREAS, Mayor and Aldermen of the Town of Jonesborough (hereinafter "Town of Jonesborough") is a municipality and public corporation of the State of Tennessee and has the power of condemnation and eminent domain for public purposes when public convenience require it pursuant to Chapter 135, Acts of 1903 as amended. This Resolution is brought pursuant to *Tennessee Code Annotated*, Section 29-16-101. *et seq.* and Section 5(9) of the Charter of the Town of Jonesborough, Tennessee to acquire certain property rights for the provision of electric power and other utilities in order to better provide for the public health, general welfare, safety and convenience of Petitioner's citizens and the public at large; now, therefore, and

WHEREAS, the Town of Jonesborough is currently undergoing a public project renovating and expanding the Jackson Theater building in downtown Jonesborough and the Board of Mayor and Aldermen specifically find it is necessary to expand that building beyond the property currently owned by the Town and for the placement of utilities and to secure the availability of the alleyway next to the Theater building for the operation of the Theater and having further found that such use is for the benefit of and the convenience of the public at large,

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

RESOLVED, the Town seeks to acquire a 0.05-acre alleyway and 38.9 square feet of building encroachment in fee simple subject to existing rights-of-way and not impacting existing rights-of-way. The property rights sought to be acquired are part of the property rights in real estate located in the Fifteenth (15th) Civil District of Washington County, Tennessee, conveyed to Shane M. Adams, via deed recorded in Roll 394, Image 1822, in the Register's Office for Washington County, Tennessee. The aforementioned property being described as follows:

The property to be acquired is particularly shown in the bold and/or red outlined areas on the drawing or map attached hereto as "Exhibit A".

RESOLVED, the taking of this property is for public use and in the public interest; and that the acquisition of the particular properties identified is necessary for the purposes herein described above in order to better provide for the public health, general welfare, safety, and convenience of Petitioner's citizens and the public at large.

RESOLVED, that the Town Attorney is hereby authorized, empowered and directed to prepare, execute, and file a suit in condemnation in the Circuit Court of Washington County at Jonesborough, Tennessee as required for the Mayor and Aldermen of Jonesborough to acquire the necessary property rights in fee simple subject only to the existing rights-of-way for the aforesaid property as described above. The Town Attorney is specifically authorized to amend the Town's condemnation suit to add any parties with an interest in said property as their rights appear and will be impacted. Further, the Town Attorney is specifically authorized to use a survey in the condemnation suit to define the subject property.

RESOLVED, the Town of Jonesborough believes the property owner is entitled to damages in the amount of \$11,800.00 based on an appraisal obtained on the property. The Town Recorder is authorized to issue a check in the amount of \$11,800.00 for deposit with the Clerk of the Circuit Court in conjunction with and at the direction of the Town Attorney in accordance with the provisions of *Tennessee Code Annotated* Section 29-17-801 and Section 29-17-903 and this Resolution.

RESOLVED, that all acts of the Town Attorney which are in conformity with the purposes and intent of this Resolution and in furtherance of the condemnation of the property described above by the terms presented to and approved by the Board of Mayor and Aldermen shall be and the same hereby are in all respects, approved and confirmed.

RESOLVED, that this Resolution shall be in full force and effect from and after its adoption by the Board of Mayor and Aldermen of the Town of Jonesborough and shall remain in effect until such time as it is rescinded or amended.

Motion was made by Alderman _____ and duly seconded by Alderman _____ that this Resolution be adopted. Those voting for adoption of this Resolution were Aldermen _____ and those voting against adoption of this Resolution were Aldermen _____.

Chuck Vest, Mayor

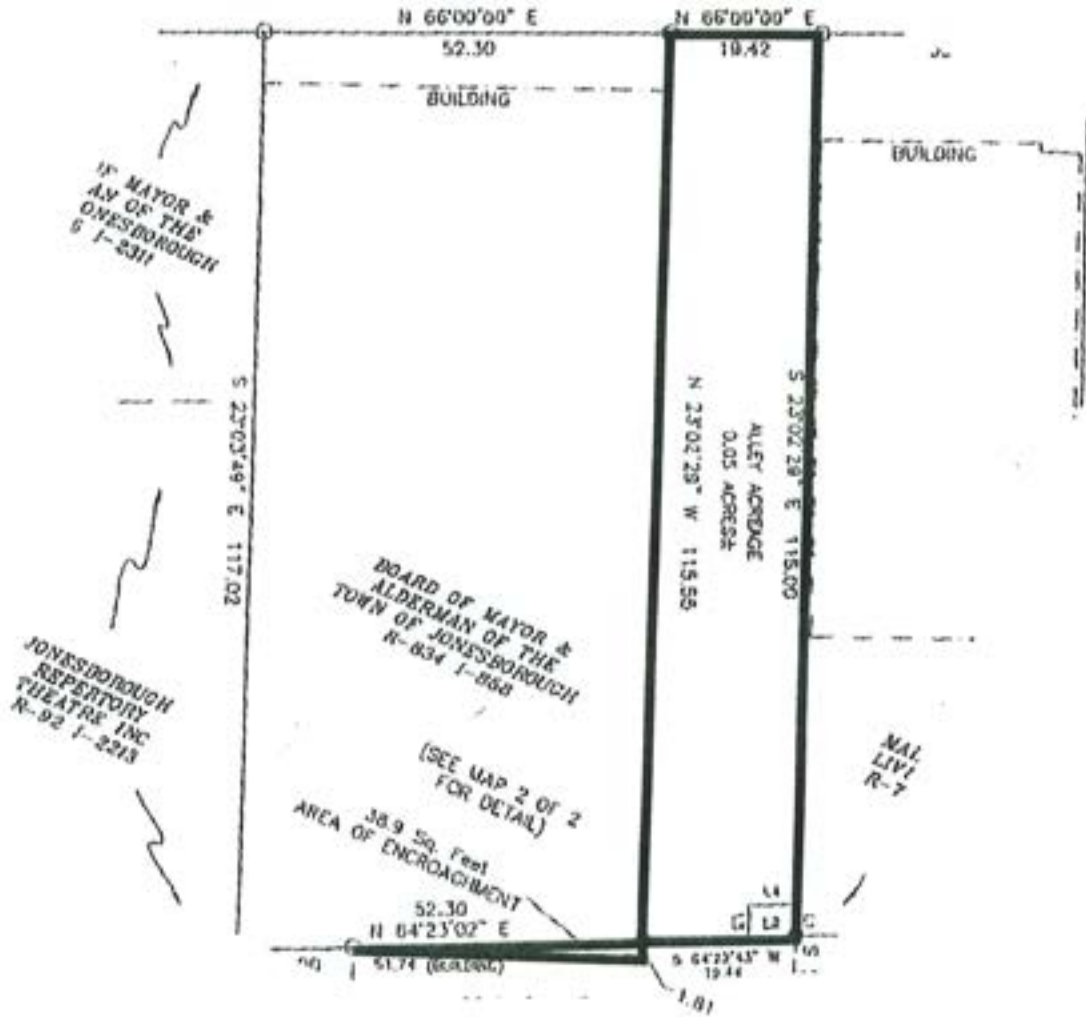
ATTEST:

Janet Jennings, Recorder

APPROVED AS TO FORM:

James R. Wheeler, Town Attorney

WEST



WEST MAIN STREET



SECTION	ACREAGE
1	14.33
2	11.00
3	11.00
4	11.00
5	11.00
6	11.00
7	11.00
8	11.00
9	11.00
10	11.00
11	11.00
12	11.00
13	11.00
14	11.00
15	11.00
16	11.00
17	11.00
18	11.00
19	11.00
20	11.00

PLATS REVEALED BY
A-303 I-1918

REARING
A-1070
I-1070

MAIN STREET
LITTING FRONT
R-744 I-1084

WASHINGTON COUNTY
TOWN
A-420 I-192

BOARD OF MAYOR &
ALDERMEN OF THE
TOWN OF CONROBERT
A-637 I-188

(SEE MAP 2 OF 2
FOR DETAIL)
32.5 Sq. Feet
AREA OF DITCH/STORM
DRAINAGE

4827.4 Sq. Feet
TOTAL AREA OF PROPOSED
ACQUISITION

EXISTING
BRIDGE

BOARD OF MAYOR &
ALDERMEN OF THE
TOWN OF CONROBERT
A-106 I-187

POWERHOUSE
REFINERY
A-321 I-185

EDGE OF LITTLE LIMESTONE CREEK

EDGE OF LITTLE LIMESTONE CREEK