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

MEETING NOTICES

MONDAY, SEPTEMBER 14, 2026
6:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

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

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

REGULAR MEETING

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

AGENDA

1. Financial Report
   A. Special Financial Reports

2. Communications from the Mayor
   A. Employee of the Month

3. Citizen Comments
4. Aldermen Communications

5. Town Attorney Comments

6. **CONSENT AGENDA**
   1. Approval of Minutes
   2. Approval of Bills
   3. Town Administrator Report

4. Operations Manager Report
5. Committee Reports
6. Supervisor Reports
7. Approval of Senior Citizen Advisory Committee Appointments
8. Approval of Special Event – TN Hills Distillery Fall Fest
9. Approval of Special Event – Downtown with Dolly
10. Approval of Town Holiday Lighting and Decorations
11. Approval of Town Event Addendum – Haunts and Happenings
12. Approval of Jonesborough Little League and Jr. Pioneers Concession Agreements
13. Approval of Driveway Repairs at 416 E. Jackson Blvd.
14. Approval of Constitution Week Proclamation
15. Approval of Holiday Lighting and Decorations
16. Approval of Jackson's Prime Outdoor Use Permit
17. Approval of West Main Bank Stabilization Bid

7. **OLD BUSINESS**
   A.

8. **NEW BUSINESS**
   A. Discussion and possible action concerning the Agriculture Enterprise Fund grant contract.

   B. Discussion and possible action concerning the Agricultural Learning Center Project.

   C. Discussion and possible action concerning an amendment to the Jackson Theatre Board membership ordinance.

   D. Discussion and possible action concerning the Jackson Boulevard Median Landscape Plan.

   E. Discussion and possible action concerning Courthouse Square Lease Agreement.

   F. Discussion and possible action concerning Town Hall parking.

   G. Adjournment.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** *1*

SUBJECT: Financial Reports

	Full Year	Current Year		Prior Year	
	Budget	August	YTD	August	YTD
GENERAL FUND					
Revenues	15,628,502	876,104	1,804,666	802,258	1,825,410
Expenditures	15,628,502	1,165,225	2,382,899	840,625	1,942,279
Rev. Over/(Under) Exp.	-	(289,121)	(578,233)	(38,367)	(116,869)
SOLID WASTE FUND					
Revenues	1,039,176	87,728	175,596	84,767	161,027
Expenditures	1,050,092	76,459	149,953	60,540	111,528
Rev. Over/(Under) Exp.	(10,916)	11,269	25,643	24,227	49,499
JACKSON THEATRE FUND					
Revenues	962,203	28,244	70,094	20,987	41,848
Expenditures	959,203	68,590	130,785	59,628	115,612
Rev. Over/(Under) Exp.	3,000	(40,346)	(60,691)	(38,641)	(73,764)
DEBT SERVICE FUND					
Revenues	3,655,903	237,906	461,029	36,180	56,234
Expenditures	3,655,903	237,906	461,029	36,180	56,234
Rev. Over/(Under) Exp.	-	-	-	-	-
CAPITAL PROJECTS FUND					
Revenues	880,400	-	-	217,655	217,655
Expenditures	880,400	28,490	530,584	257,714	257,714
Rev. Over/(Under) Exp.	-	(28,490)	(530,584)	(40,059)	(40,059)
HRA INTERNAL SERV. FUND					
Revenues	-	5,790	11,580	5,790	11,580
Expenditures	-	13,092	23,177	2,659	14,900
Rev. Over/(Under) Exp.	-	(7,302)	(11,597)	3,131	(3,320)
WATER/SEWER FUND**					
Revenues	12,125,200	1,005,847	2,023,500	1,009,690	1,841,562
Expenditures	12,125,200	1,064,898	2,062,800	904,401	1,561,099
Rev. Over/(Under) Exp.	-	(59,051)	(39,300)	105,289	280,463
DRUG FUND					
Revenues	9,500	388	388	430	706
Expenditures	9,500	-	-	2,000	2,000
Rev. Over/(Under) Exp.	-	388	388	(1,570)	(1,294)

Fund : **110** General Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
31100		Property Taxes (Current)	3,896,345.00	(102,699.00)	(102,699.00)	3,793,646.00	97.36%
31120		Public Utilities Property Tax (Current)	44,491.00	0.00	0.00	44,491.00	100.00%
31200		Property Taxes (Prior Years)	0.00	(21,019.00)	(124,928.00)	(124,928.00)	No Budget
31210		Real And Personal Prop Tax Prior Year	80,198.00	0.00	0.00	80,198.00	100.00%
31310		Inter And Penalty On Prop Taxs (Current)	18,000.00	(1,605.22)	(9,338.17)	8,661.83	48.12%
31320		Inter And Penalty On Prop Taxes (Prior)	0.00	(93.09)	(201.59)	(201.59)	No Budget
31500		Payments In Lieu Of Property Taxes	300,000.00	0.00	0.00	300,000.00	100.00%
31510		Payments In Lieu of Power Board Tax	60,143.00	0.00	0.00	60,143.00	100.00%
31511		Pay In Lieu of TVA Tax	92,921.00	0.00	0.00	92,921.00	100.00%
31600		Local Option Sales Tax	3,256,674.00	0.00	0.00	3,256,674.00	100.00%
31710		Wholesale Beer Tax	225,000.00	(18,467.49)	(37,014.15)	187,985.85	83.55%
31720		Wholesale Liquor Tax	132,000.00	(10,272.57)	(21,775.46)	110,224.54	83.50%
31800		Business Taxes	203,000.00	(1,933.24)	(7,015.32)	195,984.68	96.54%
31870		Hotel/Motel Tax	72,000.00	(5,866.22)	(21,086.28)	50,913.72	70.71%
31912		Cable TV Franchise Tax	67,500.00	0.00	0.00	67,500.00	100.00%
32200		Alcoholic Beverage Fees/Applications	6,300.00	0.00	0.00	6,300.00	100.00%
32610		Building Permits	294,000.00	(10,801.16)	(13,370.80)	280,629.20	95.45%
32661		Rezoning/Plan Review/Variance Fee	32,000.00	(2,575.00)	(2,625.00)	29,375.00	91.80%
33490		Other State Grants	21,000.00	0.00	(30,000.00)	(9,000.00)	-42.86%
33491	SCNTR	State Revenue	12,558.00	(2,422.50)	(2,651.00)	9,907.00	78.89%
33510		State Sales Tax	915,439.00	(79,697.73)	(146,695.39)	768,743.61	83.98%
33530		State Beer Tax	2,891.00	(5.75)	(5.75)	2,885.25	99.80%
33535		State Telecommunication Tax	5,900.00	(1,127.52)	(1,533.40)	4,366.60	74.01%
33536		State Local Occupancy Tax	14,500.00	(2,318.40)	(3,531.42)	10,968.58	75.65%
33540		State Alcoholic Beverage Tax	18,500.00	(4,287.51)	(8,718.63)	9,781.37	52.87%
33550		State Street Aid	249,853.00	(20,657.12)	(37,895.04)	211,957.96	84.83%
33552		State-City Streets And Transportation	15,556.00	(1,270.30)	(2,464.46)	13,091.54	84.16%
33570		State Maintenance Reimbursement	30,000.00	(427.70)	(37,315.45)	(7,315.45)	-24.38%
33580		State Sports Betting	15,831.00	(3,658.19)	(3,658.19)	12,172.81	76.89%
33593		Corporate Excise Tax	30,000.00	0.00	0.00	30,000.00	100.00%
33600		State Police Training Supplement	16,000.00	0.00	0.00	16,000.00	100.00%

Fund : **110** General Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
33601		State Fire Training Supplement	4,800.00	0.00	0.00	4,800.00	100.00%
33711	SCNTR	Washington County	48,500.00	0.00	0.00	48,500.00	100.00%
34191		Utility Cut Fees	30,000.00	0.00	(4,505.00)	25,495.00	84.98%
34741		Parks and Recreation Programming	32,500.00	(1,957.00)	(15,119.00)	17,381.00	53.48%
34746		Parks and Recreation Pavilion Rental	1,000.00	(240.00)	(480.00)	520.00	52.00%
34747		Parks and Recreation - Court/Field Rental	1,000.00	0.00	(425.00)	575.00	57.50%
36331		Sale of Property	0.00	(96,068.48)	(194,382.91)	(194,382.91)	No Budget
36350		Insurance Recoveries	0.00	(317.24)	(317.24)	(317.24)	No Budget
36351		Refunds and Reimbursements	0.00	(5.00)	(2,701.85)	(2,701.85)	No Budget
36705	980	Advertising/Sponsorship	3,000.00	0.00	0.00	3,000.00	100.00%
36705	PARKS	Advertising/Sponsorship	6,000.00	0.00	(100.00)	5,900.00	98.33%
36705	WETL D	Advertising/Sponsorship	1,500.00	0.00	0.00	1,500.00	100.00%
36720	726	Contri And Donations-Organizations	6,000.00	0.00	0.00	6,000.00	100.00%
36730	42200	Contri And Donations-Individuals	0.00	0.00	(100.00)	(100.00)	No Budget
36750		Judgments and Settlements	0.00	0.00	(503.08)	(503.08)	No Budget
38100		Other Programs	46,000.00	0.00	0.00	46,000.00	100.00%
38101	SCNTR	Title IIIB Transportation	12,000.00	(1,000.00)	(2,000.00)	10,000.00	83.33%
38102	SCNTR	Service Coordination Funds	62,300.00	(5,688.46)	(9,200.10)	53,099.90	85.23%
38104	SCNTR	United Way Funding	6,000.00	(1,500.00)	(1,500.00)	4,500.00	75.00%
38105	SCNTR	Tcad State Grant	0.00	0.00	(3,190.00)	(3,190.00)	No Budget
38106	SCNTR	Health Promo & Class Revenue	58,250.00	(6,338.50)	(12,299.50)	45,950.50	78.88%
38107	SCNTR	Rental Revenue	2,350.00	(1,050.00)	(1,720.00)	630.00	26.81%
38108	SCNTR	Membership Dues	35,246.00	(736.49)	(3,675.74)	31,570.26	89.57%
38109	SCNTR	My Ride Fees	7,500.00	0.00	(320.00)	7,180.00	95.73%
38111		Pep Safety Grant-Employee Wellnes	2,000.00	0.00	0.00	2,000.00	100.00%
38112		Pep Driver Safety Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38114		Washington County Fire Funds	807,004.00	(168,001.00)	(201,751.00)	605,253.00	75.00%
38117		Visitor Center - Auditorium Rent	20,000.00	(1,135.00)	(1,665.00)	18,335.00	91.68%
38118		Visitor Center Gift Shop	55,000.00	(2,080.63)	(5,204.79)	49,795.21	90.54%
38119		Visitor Center Miscellaneous	0.00	(9,591.76)	(26,592.03)	(26,592.03)	No Budget

Fund : **110** General Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
38120		Visitor Center - Special Program	40,000.00	(821.73)	(6,355.58)	33,644.42	84.11%
38125		Music On The Square Revenues	48,000.00	(3,892.38)	(4,878.05)	43,121.95	89.84%
38126		NETTA Tourism Contribution	50,000.00	0.00	0.00	50,000.00	100.00%
38130		Story Town Radio Show Revenue	22,000.00	(2,767.07)	(8,233.72)	13,766.28	62.57%
38132		Main Street Usa Revenues	7,000.00	(2,185.00)	(2,185.00)	4,815.00	68.79%
38132	00050	Main Street Usa Revenues	6,000.00	0.00	0.00	6,000.00	100.00%
38133		Main St.Brews & Tunes Revenues	10,000.00	(1,722.60)	(2,679.60)	7,320.40	73.20%
38134		Main St.Jonesborough Days Revenue	35,000.00	(69.88)	(6,347.12)	28,652.88	81.87%
38135	WETLD	Season Passes	30,000.00	(190.00)	(1,900.00)	28,100.00	93.67%
38136	WETLD	Facility Rental	65,000.00	(10,823.50)	(22,538.50)	42,461.50	65.33%
38137	WETLD	Daily Admissions	335,000.00	(57,196.70)	(194,953.76)	140,046.24	41.80%
38138	WETLD	Concessions	130,000.00	(22,975.56)	(87,503.00)	42,497.00	32.69%
38139	WETLD	Merchandise Sales	2,500.00	(149.00)	(1,147.50)	1,352.50	54.10%
38140	WETLD	Tube and Locker Rentals	1,500.00	(262.00)	(1,016.00)	484.00	32.27%
38142	WETLD	Swim Lessons/Cpr Training	2,500.00	0.00	(520.00)	1,980.00	79.20%
38143		Police Fines	210,000.00	(14,306.75)	(29,566.00)	180,434.00	85.92%
38144		Police Fines - Cameras	65,000.00	(4,430.24)	(8,790.22)	56,209.78	86.48%
38145		General Sessions Court Fines	3,000.00	(390.00)	(390.00)	2,610.00	87.00%
38146		Litigation Tax	22,000.00	(1,638.24)	(2,655.74)	19,344.26	87.93%
38147		Defensive Driving School Revenue	40,000.00	(1,860.00)	(4,656.00)	35,344.00	88.36%
38148		Shop With Cop Program	29,000.00	0.00	(3,500.00)	25,500.00	87.93%
38149		Driving School Tech Fees	4,100.00	(180.00)	(384.00)	3,716.00	90.63%
38150		Ps Electronic Citation Fee Reserv	4,700.00	(316.00)	(612.00)	4,088.00	86.98%
38154		Clerk Electronic Citation Fee Res	1,200.00	(79.00)	(153.00)	1,047.00	87.25%
38156		Paws In Blue Canine Revenue Cont	8,000.00	(48.50)	(6,145.50)	1,854.50	23.18%
38157		Mckinney Center - Rental Fees	14,000.00	(1,037.10)	(2,080.55)	11,919.45	85.14%
38159		Mary Martin-Education Fees	77,000.00	(22,124.25)	(23,246.84)	53,753.16	69.81%

Fund : **110** General Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
38160		Mckinney Scholarship Fund Revenue	5,000.00	0.00	0.00	5,000.00	100.00%
38161		Mckinney Center Membership Revenu	2,500.00	0.00	0.00	2,500.00	100.00%
38162		Tac Grant-Story Town Radio Show	4,500.00	0.00	0.00	4,500.00	100.00%
38167		Interest Earned	14,000.00	(861.65)	(1,858.67)	12,141.33	86.72%
38167	WC	Interest Earned	0.00	(75,186.52)	(148,127.09)	(148,127.09)	No Budget
38168		Post Office Rent	90,323.00	0.00	0.00	90,323.00	100.00%
38169		Lease Revenue	61,842.00	(21,329.97)	(26,525.16)	35,316.84	57.11%
38169	WC	Lease Revenue	2,167,212.00	0.00	0.00	2,167,212.00	100.00%
38172		Auction Proceeds - Surplus Equip	15,000.00	0.00	0.00	15,000.00	100.00%
38173		In Lieu Sidewalk Payment Reserve	50,000.00	0.00	0.00	50,000.00	100.00%
38174	SCNTR	Special Projects Re	55,000.00	(3.24)	(17,774.31)	37,225.69	67.68%
38176		Flag Replacement Revenue	3,500.00	(600.00)	(2,225.00)	1,275.00	36.43%
38177		Chuckey Depot Museum Revenue	0.00	(42.91)	(42.91)	(42.91)	No Budget
38203	965	Other Grant Revenue	3,190.00	0.00	0.00	3,190.00	100.00%
38206		PEP Property Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38209		Interest - Leases	6,985.00	0.00	0.00	6,985.00	100.00%
38210		Washington Co Contrib for K-8	500,400.00	(41,700.00)	(83,400.00)	417,000.00	83.33%
Total For Fund:	**110**		**15,628,502.00**	**(876,104.06)**	**(1,804,665.56)**	**13,823,836.44**	**88.45%**

Fund : **131** Solid Waste Management Fund

Monthly Comparative 16.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
34410	Solid Waste Collection Charges	1,008,264.00	(86,248.00)	(171,816.00)	836,448.00	82.96%
34426	Solid Waste Service Charges	19,742.00	(1,045.00)	(2,640.00)	17,102.00	86.63%
34427	Tote Cart/Dumpster Charges	500.00	0.00	0.00	500.00	100.00%
34454	Sale Of Recyclable Materials	2,870.00	0.00	0.00	2,870.00	100.00%
34455	Sale of Compost/Mulch	6,300.00	(434.87)	(1,140.39)	5,159.61	81.90%
38170	Miscellaneous Revenue	1,500.00	0.00	0.00	1,500.00	100.00%
Total For Fund: 131		**1,039,176.00**	**(87,727.87)**	**(175,596.39)**	**863,579.61**	**83.10%**

Fund : **171** Jackson Theatre Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
33494		State of TN - Arts Commission Grant	32,000.00	0.00	0.00	32,000.00	100.00%
34751		Auditorium Rental Revenue	45,000.00	(1,790.00)	(7,640.00)	37,360.00	83.02%
34752		Ticket Sales	150,000.00	(10,219.50)	(19,236.50)	130,763.50	87.18%
34752	70010	Ticket Sales	0.00	(63.00)	(63.00)	(63.00)	No Budget
34752	70036	Ticket Sales	0.00	0.00	(1,932.00)	(1,932.00)	No Budget
34752	70038	Ticket Sales	0.00	(780.00)	(1,823.00)	(1,823.00)	No Budget
34752	70039	Ticket Sales	0.00	0.00	(2,500.00)	(2,500.00)	No Budget
34752	70040	Ticket Sales	0.00	(1,460.00)	(1,955.00)	(1,955.00)	No Budget
34752	70041	Ticket Sales	0.00	(800.00)	(6,240.00)	(6,240.00)	No Budget
34752	70042	Ticket Sales	0.00	(2,677.00)	(6,059.00)	(6,059.00)	No Budget
34752	70043	Ticket Sales	0.00	(1,245.00)	(1,245.00)	(1,245.00)	No Budget
34752	70044	Ticket Sales	0.00	(1,000.00)	(1,000.00)	(1,000.00)	No Budget
34752	70100	Ticket Sales	0.00	(2,548.98)	(4,857.98)	(4,857.98)	No Budget
34753		Ticket Sales - Preservation Fee	15,000.00	(1,233.60)	(2,686.36)	12,313.64	82.09%
34755		Concessions Revenue	45,000.00	(2,589.41)	(6,839.04)	38,160.96	84.80%
34756		Merchandise Sales	15,000.00	(317.00)	(640.01)	14,359.99	95.73%
34757		Alcohol Sales	10,000.00	(1,209.56)	(1,945.41)	8,054.59	80.55%
36705		Advertising/Sponsorship	40,000.00	0.00	(200.00)	39,800.00	99.50%
36706		Fundraising Events	45,000.00	0.00	0.00	45,000.00	100.00%
36710		Contri And Donations-Businesses	5,000.00	(47.00)	(47.00)	4,953.00	99.06%
36720		Contri And Donations-Organizations	68,000.00	0.00	0.00	68,000.00	100.00%
36730		Contri And Donations-Individuals	10,000.00	(170.12)	(2,840.65)	7,159.35	71.59%
36961		Operating Transfer From Gen Fund	476,203.00	0.00	0.00	476,203.00	100.00%
38108		Membership Dues	6,000.00	(94.00)	(344.00)	5,656.00	94.27%
Total For Fund: 171			**962,203.00**	**(28,244.17)**	**(70,093.95)**	**892,109.05**	**92.72%**

Fund : **210** Debt Service Fund

Monthly Comparative 16.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36961	Operating Transfer From Gen Fund	3,330,991.00	(212,648.97)	(422,053.53)	2,908,937.47	87.33%
36963	Operating Transfer from Jackson Theatre	164,616.00	(13,718.00)	(27,436.00)	137,180.00	83.33%
36967	Operating Transfer From Sanitation	160,296.00	(11,539.30)	(11,539.30)	148,756.70	92.80%
Total For Fund: 210		**3,655,903.00**	**(237,906.27)**	**(461,028.83)**	**3,194,874.17**	**87.39%**

Fund : **310** Capital Project Funds

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
33408		TNECD - Downtown Improvement Grant	0.00	0.00	0.00	0.00	No Budget
36922		Loan Proceeds	813,400.00	0.00	0.00	813,400.00	100.00%
36961	42200	Operating Transfer From Gen Fund	42,000.00	0.00	0.00	42,000.00	100.00%
36967		Operating Transfer From Sanitation	25,000.00	0.00	0.00	25,000.00	100.00%
Total For Fund:	**310**		**880,400.00**	**0.00**	**0.00**	**880,400.00**	**100.00%**

Fund : **334** Health Reimbursement Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36992	110	HRA Contributions	0.00	(2,730.00)	(5,460.00)	(5,460.00)	No Budget
36992	131	HRA Contributions	0.00	(750.00)	(1,500.00)	(1,500.00)	No Budget
36992	413	HRA Contributions	0.00	(2,310.00)	(4,620.00)	(4,620.00)	No Budget
Total For Fund:	**334**		**0.00**	**(5,790.00)**	**(11,580.00)**	**(11,580.00)**	**100.00%**

Fund : **413** Water & Sewer Fund

Monthly Comparative 16.67%

			Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
36100		Interest Earnings	5,400.00	(5.55)	(278.41)	5,121.59	94.84%
36130		Interest Earnings - Other Securities	0.00	0.00	(79,465.44)	(79,465.44)	No Budget
36220		Lease Of Property	500.00	0.00	0.00	500.00	100.00%
37110		Metered Water Sales	8,250,000.00	(684,391.08)	(1,331,183.57)	6,918,816.43	83.86%
37115		Collection on Delinquent Accounts	0.00	(12,606.11)	(32,571.90)	(32,571.90)	No Budget
37151		Disconnect Fees	43,000.00	(3,000.00)	(10,226.84)	32,773.16	76.22%
37152		Service Charges	59,000.00	(4,600.00)	(10,000.00)	49,000.00	83.05%
37196		Water Tap Fees	850,000.00	(72,650.00)	(138,050.00)	711,950.00	83.76%
37196	5015	Water Tap Fees	51,000.00	0.00	(12,950.00)	38,050.00	74.61%
37197		Water Line Extension Charges	73,000.00	0.00	0.00	73,000.00	100.00%
37210		Sewer Charges	2,400,000.00	(187,644.65)	(361,974.06)	2,038,025.94	84.92%
37220		Sewer Tap Inspection Fees	2,300.00	(350.00)	(400.00)	1,900.00	82.61%
37296		Sewer Tap Fees	360,000.00	(40,600.00)	(46,400.00)	313,600.00	87.11%
37726		Gain on Disposal of Capital Assets	25,000.00	0.00	0.00	25,000.00	100.00%
38170		Miscellaneous Revenue	6,000.00	0.00	0.00	6,000.00	100.00%
Total For Fund:	**413**		**12,125,200.00**	**(1,005,847.39)**	**(2,023,500.22)**	**10,101,699.78**	**83.31%**

Fund : **619** Drug Enforcement Fund

Monthly Comparative 16.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
35140	Drug Related Fines	2,000.00	(387.50)	(387.50)	1,612.50	80.63%
36529	Auction Proceeds	4,000.00	0.00	0.00	4,000.00	100.00%
36571	Property Forfeitures	1,500.00	0.00	0.00	1,500.00	100.00%
36990	Miscellaneous Revenues	2,000.00	0.00	0.00	2,000.00	100.00%
Total For Fund: 619		**9,500.00**	**(387.50)**	**(387.50)**	**9,112.50**	**95.92%**

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41500	**General Administration**							
121			(609,620.00)	(609,620.00)	94,712.87	(514,907.13)	15.54%	47,774.16
	Salaries and Wages		0.00		0.00			0.00
141			(46,636.00)	(46,636.00)	6,943.33	(39,692.67)	14.89%	3,495.41
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(71,312.00)	(71,312.00)	16,552.00	(54,760.00)	23.21%	5,917.26
	Hospital And Health Insurance		0.00		0.00			0.00
143			(33,931.00)	(33,931.00)	5,318.36	(28,612.64)	15.67%	2,684.25
	Employee Retirement Plan		0.00		0.00			0.00
146			(4,400.00)	(4,400.00)	0.00	(4,400.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(185.00)	(185.00)	19.66	(165.34)	10.63%	11.08
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	284.50	(1,215.50)	18.97%	170.00
	Employee Education And Training		0.00		0.00			0.00
166			(10,000.00)	(10,000.00)	1,575.00	(8,425.00)	15.75%	700.00
	Municipal Judge		0.00		0.00			0.00
168			(3,100.00)	(3,100.00)	0.00	(3,100.00)	0.00%	0.00
	USDA Wildlife Management		0.00		0.00			0.00
211			(2,500.00)	(2,500.00)	279.77	(2,220.23)	11.19%	132.24
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(6,000.00)	(6,000.00)	683.43	(5,316.57)	11.39%	378.33
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
231			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Publication Of Legal Notices		0.00		0.00			0.00
236			(4,300.00)	(4,300.00)	500.00	(3,800.00)	11.63%	500.00
	Public Relation		0.00		0.00			0.00
238			(700.00)	(700.00)	0.00	(700.00)	0.00%	0.00
	Marketing and Advertising		0.00		0.00			0.00
239			(3,500.00)	(3,500.00)	3,446.00	(54.00)	98.46%	3,446.00
	MTAS/TML Fees		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241			(18,000.00)	(18,000.00)	2,627.48	(15,372.52)	14.60%	1,527.84
	Electric		0.00		0.00			0.00
242			(8,000.00)	(8,000.00)	527.87	(7,472.13)	6.60%	249.83
	Water		0.00		0.00			0.00
244			(2,500.00)	(2,500.00)	54.35	(2,445.65)	2.17%	54.35
	Natural Gas		0.00		0.00			0.00
245			(12,000.00)	(12,000.00)	1,512.01	(10,487.99)	12.60%	730.49
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,000.00)	(1,000.00)	129.25	(870.75)	12.93%	129.25
	GPS Services		0.00		0.00			0.00
251			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
252			(60,000.00)	(60,000.00)	5,707.68	(54,292.32)	9.51%	5,707.68
	Legal Services		0.00		0.00			0.00
253			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
255			(68,000.00)	(68,000.00)	56,292.48	(11,707.52)	82.78%	0.00
	IT and Network Services		0.00		0.00			0.00
256			(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
	Engineering Services & Land Services		0.00		0.00			0.00
258			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
	Planning and Zoning Services		0.00		0.00			0.00
262			0.00	0.00	39.98	39.98	No Budget	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(30,000.00)	(30,000.00)	1,249.85	(28,750.15)	4.17%	163.70
	Repair And Maintenance Buildings		0.00		0.00			0.00
267			(5,000.00)	(5,000.00)	521.55	(4,478.45)	10.43%	521.55
	Repair And Maintenance Buildings - ISC Bldg		0.00		0.00			0.00
279			(1,000.00)	(1,000.00)	70.00	(930.00)	7.00%	0.00
	Website Maintenance		0.00		0.00			0.00
288			(6,500.00)	(6,500.00)	200.00	(6,300.00)	3.08%	0.00
	Travel/Training		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
290			(30,000.00)	(30,000.00)	127.97	(29,872.03)	0.43%	99.94
	Other Contracted Services		0.00		0.00			0.00
293			0.00	0.00	1,862.99	1,862.99	No Budget	(250.52)
	Software service		0.00		0.00			0.00
311			(5,500.00)	(5,500.00)	1,098.95	(4,401.05)	19.98%	783.13
	Office Supplies		0.00		0.00			0.00
312			(9,000.00)	(9,000.00)	2,606.80	(6,393.20)	28.96%	518.81
	Small Items Of Equipment		0.00		0.00			0.00
313			(2,000.00)	(2,000.00)	1,005.78	(994.22)	50.29%	62.98
	Stationary/Forms		0.00		0.00			0.00
315			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00
316			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
323			(19,000.00)	(19,000.00)	0.00	(19,000.00)	0.00%	0.00
	Food		0.00		0.00			0.00
324			(5,000.00)	(5,000.00)	783.20	(4,216.80)	15.66%	232.30
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(2,000.00)	(2,000.00)	319.50	(1,680.50)	15.98%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
331			(3,500.00)	(3,500.00)	218.18	(3,281.82)	6.23%	218.18
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(2,000.00)	(2,000.00)	793.59	(1,206.41)	39.68%	46.69
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
390			(1,500.00)	(1,500.00)	432.35	(1,067.65)	28.82%	288.68
	Miscellaneous Supplies		0.00		0.00			0.00
520			(182,000.00)	(182,000.00)	57,918.00	(124,082.00)	31.82%	57,918.00
	Property/Liability Insurance		0.00		0.00			0.00
532			0.00	0.00	500.00	500.00	No Budget	0.00
	Land Rental		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535			(35,000.00)	(35,000.00)	8,330.50	(26,669.50)	23.80%	6,059.54
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
555			(2,565.00)	(2,565.00)	22.00	(2,543.00)	0.86%	0.00
	Bank Service Charges		0.00		0.00			0.00
591			(1,300.00)	(1,300.00)	0.00	(1,300.00)	0.00%	0.00
	Property Taxes		0.00		0.00			0.00
595			(36,000.00)	(36,000.00)	94.00	(35,906.00)	0.26%	94.00
	Tax Relief Program		0.00		0.00			0.00
801			(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
	Library Appropriation		0.00		0.00			0.00
802			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	NE TN Tourism Appropriation		0.00		0.00			0.00
803			(50,000.00)	(50,000.00)	8,333.34	(41,666.66)	16.67%	0.00
	WC Museum/Heritage Alliance Appro		0.00		0.00			0.00
804			(5,000.00)	(5,000.00)	424.88	(4,575.12)	8.50%	376.50
	Building Inspection		0.00		0.00			0.00
805			(8,000.00)	(8,000.00)	708.30	(7,291.70)	8.85%	708.30
	Dirty Street Fighters		0.00		0.00			0.00
806			(1,649.00)	(1,649.00)	0.00	(1,649.00)	0.00%	0.00
	F.T.D.D. Appropriation		0.00		0.00			0.00
807			(7,310.00)	(7,310.00)	0.00	(7,310.00)	0.00%	0.00
	F.T.H.R.A. Appro		0.00		0.00			0.00
808			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	WC E.M.S. Appropriation		0.00		0.00			0.00
809			0.00	0.00	2,500.00	2,500.00	No Budget	2,500.00
	NE TN Regional Economic Partnersh		0.00		0.00			0.00
815			0.00	0.00	899.98	899.98	No Budget	449.99
	Main Street Jones.Program Exp		0.00		0.00			0.00
817			0.00	0.00	55.60	55.60	No Budget	55.60
	Main St.-Jonesborough Days		0.00		0.00			0.00
991			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Facade Renovation		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
	Total 41500	**General Administration**	**(1,605,508.00)**	**(1,605,508.00)**	**288,283.33**	**(1,317,224.67)**	**17.96%**	**144,455.54**
			0.00		**0.00**			**0.00**
42100	**Police**							
121			(1,660,455.00)	(1,660,455.00)	258,555.52	(1,401,899.48)	15.57%	102,680.91
	Salaries and Wages		0.00		0.00			0.00
141			(127,025.00)	(127,025.00)	18,844.96	(108,180.04)	14.84%	7,402.73
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(319,965.00)	(319,965.00)	58,452.25	(261,512.75)	18.27%	19,918.20
	Hospital And Health Insurance		0.00		0.00			0.00
143			(96,100.00)	(96,100.00)	13,314.38	(82,785.62)	13.85%	5,981.36
	Employee Retirement Plan		0.00		0.00			0.00
146			(43,500.00)	(43,500.00)	0.00	(43,500.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(600.00)	(600.00)	0.00	(600.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(18,000.00)	(18,000.00)	1,573.00	(16,427.00)	8.74%	1,498.00
	Employee Education And Training		0.00		0.00			0.00
164			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Reserve Officer Program		0.00		0.00			0.00
165			(2,500.00)	(2,500.00)	82.50	(2,417.50)	3.30%	62.50
	Court Costs		0.00		0.00			0.00
211			0.00	0.00	249.34	249.34	No Budget	93.89
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
236			(5,000.00)	(5,000.00)	300.00	(4,700.00)	6.00%	300.00
	Public Relation		0.00		0.00			0.00
245			(22,000.00)	(22,000.00)	1,264.43	(20,735.57)	5.75%	954.58
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(5,250.00)	(5,250.00)	620.40	(4,629.60)	11.82%	620.40
	GPS Services		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251			(11,000.00)	(11,000.00)	473.32	(10,526.68)	4.30%	119.70
	Medical Services		0.00		0.00			0.00
260	RADIO		(1,000.00)	(1,000.00)	137.24	(862.76)	13.72%	137.24
	Repair And Maintenance Services		0.00		0.00			0.00
261			(25,000.00)	(25,000.00)	702.57	(24,297.43)	2.81%	270.04
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
270			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Repair And Maintenance Surplus Vehicles &		0.00		0.00			0.00
280			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
289			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Travel - Surplus Vehicles & Equip		0.00		0.00			0.00
290			(69,465.00)	(69,465.00)	6,702.50	(62,762.50)	9.65%	435.00
	Other Contracted Services		0.00		0.00			0.00
293			0.00	0.00	13,237.95	13,237.95	No Budget	10,886.55
	Software service		0.00		0.00			0.00
307			(29,000.00)	(29,000.00)	0.00	(29,000.00)	0.00%	0.00
	Shop with a Cop		0.00		0.00			0.00
311			(3,500.00)	(3,500.00)	184.71	(3,315.29)	5.28%	10.00
	Office Supplies		0.00		0.00			0.00
312			(20,000.00)	(20,000.00)	1,931.55	(18,068.45)	9.66%	1,925.55
	Small Items Of Equipment		0.00		0.00			0.00
315			0.00	0.00	1,748.60	1,748.60	No Budget	0.00
	Information Technology Equipment		0.00		0.00			0.00
323			0.00	0.00	107.27	107.27	No Budget	0.00
	Food		0.00		0.00			0.00
326			(30,000.00)	(30,000.00)	8,022.51	(21,977.49)	26.74%	7,548.39
	Clothing And Uniforms		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
327			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Fire Arm and Public Safety Protection Supplies		0.00		0.00			0.00
331			(60,000.00)	(60,000.00)	5,870.77	(54,129.23)	9.78%	5,870.77
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			0.00	0.00	2,949.60	2,949.60	No Budget	993.91
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(6,000.00)	(6,000.00)	726.44	(5,273.56)	12.11%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
535			(63,000.00)	(63,000.00)	39,884.43	(23,115.57)	63.31%	38,724.17
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
560			(25,000.00)	(25,000.00)	2,235.52	(22,764.48)	8.94%	1,168.07
	State Police Fines		0.00		0.00			0.00
701			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	DOJ Bullet Proof Vests Grant		0.00		0.00			0.00
702			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	TN Highway Safety Grant		0.00		0.00			0.00
831			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Ps Electr.Citation Reserve Exp		0.00		0.00			0.00
832			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
	Clerk Electr.Citation Reserve Exp		0.00		0.00			0.00
833			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Handgun Permit Class Expense		0.00		0.00			0.00
834			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Driving School Tech Fund Expenses		0.00		0.00			0.00
835			(8,000.00)	(8,000.00)	238.59	(7,761.41)	2.98%	199.87
	Paws In Blue Canine Expenses		0.00		0.00			0.00
	Total 42100	**Police**	**(2,730,060.00)**	**(2,730,060.00)**	**438,410.35**	**(2,291,649.65)**	**16.06%**	**207,801.83**
			0.00		**0.00**			**0.00**

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42200	**Fire Protection And Control Services**							
121			(953,354.00)	(953,354.00)	125,152.65	(828,201.35)	13.13%	58,576.76
	Salaries and Wages		0.00		0.00			0.00
141			(72,932.00)	(72,932.00)	9,105.17	(63,826.83)	12.48%	4,246.61
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(193,349.00)	(193,349.00)	20,997.31	(172,351.69)	10.86%	7,162.02
	Hospital And Health Insurance		0.00		0.00			0.00
143			(54,843.00)	(54,843.00)	7,162.33	(47,680.67)	13.06%	3,384.62
	Employee Retirement Plan		0.00		0.00			0.00
146			(17,400.00)	(17,400.00)	0.00	(17,400.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(447.00)	(447.00)	17.15	(429.85)	3.84%	3.50
	Unemployment Insurance		0.00		0.00			0.00
148			(15,500.00)	(15,500.00)	4,512.00	(10,988.00)	29.11%	4,512.00
	Employee Education And Training		0.00		0.00			0.00
211			(200.00)	(200.00)	227.85	27.85	113.93%	163.21
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(150.00)	(150.00)	0.00	(150.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
230			(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
236			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Public Relation		0.00		0.00			0.00
245			(6,250.00)	(6,250.00)	660.41	(5,589.59)	10.57%	119.75
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,500.00)	(1,500.00)	232.65	(1,267.35)	15.51%	232.65
	GPS Services		0.00		0.00			0.00
251			(7,500.00)	(7,500.00)	330.15	(7,169.85)	4.40%	330.15
	Medical Services		0.00		0.00			0.00
261			(40,000.00)	(40,000.00)	1,790.00	(38,210.00)	4.48%	895.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262			(4,000.00)	(4,000.00)	1,812.57	(2,187.43)	45.31%	1,682.34
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(11,508.00)	(11,508.00)	0.00	(11,508.00)	0.00%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
280			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
288			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Travel/Training		0.00		0.00			0.00
290			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
293			(7,500.00)	(7,500.00)	592.48	(6,907.52)	7.90%	0.00
	Software service		0.00		0.00			0.00
311			(1,500.00)	(1,500.00)	13.37	(1,486.63)	0.89%	13.37
	Office Supplies		0.00		0.00			0.00
312			(65,000.00)	(65,000.00)	12,542.83	(52,457.17)	19.30%	11,689.47
	Small Items Of Equipment		0.00		0.00			0.00
313			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Stationary/Forms		0.00		0.00			0.00
315			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00
316			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
322			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
323			(1,000.00)	(1,000.00)	456.02	(543.98)	45.60%	70.39
	Food		0.00		0.00			0.00
324			(3,000.00)	(3,000.00)	243.48	(2,756.52)	8.12%	121.74
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(22,500.00)	(22,500.00)	5,474.77	(17,025.23)	24.33%	4,849.04
	Clothing And Uniforms		0.00		0.00			0.00
329			(56,500.00)	(56,500.00)	0.00	(56,500.00)	0.00%	0.00
	Fire Fighting Gear		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(13,000.00)	(13,000.00)	2,575.64	(10,424.36)	19.81%	2,434.64
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(10,000.00)	(10,000.00)	3,843.10	(6,156.90)	38.43%	966.69
	Vehicle Parts And Repair		0.00		0.00			0.00
333			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Other Equipment Parts And Repairs		0.00		0.00			0.00
334			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
340			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Other Repair And Maintenance Supplies		0.00		0.00			0.00
341			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Consumable Tools		0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(20,500.00)	(20,500.00)	630.00	(19,870.00)	3.07%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
535			(6,500.00)	(6,500.00)	2,072.59	(4,427.41)	31.89%	1,359.47
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
	Total 42200	**Fire Protection And Control**	**(1,631,133.00)**	**(1,631,133.00)**	**200,444.52**	**(1,430,688.48)**	**12.29%**	**102,813.42**
			0.00		**0.00**			**0.00**
43100	**Highways And Streets**							
121			(484,832.00)	(484,832.00)	55,399.77	(429,432.23)	11.43%	24,252.04
	Salaries and Wages		0.00		0.00			0.00
141			(37,090.00)	(37,090.00)	4,063.49	(33,026.51)	10.96%	1,761.49
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(59,913.00)	(59,913.00)	7,445.80	(52,467.20)	12.43%	2,610.14
	Hospital And Health Insurance		0.00		0.00			0.00
143			(28,845.00)	(28,845.00)	2,898.90	(25,946.10)	10.05%	1,352.41
	Employee Retirement Plan		0.00		0.00			0.00
146			(29,700.00)	(29,700.00)	0.00	(29,700.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(220.00)	(220.00)	20.78	(199.22)	9.45%	10.30
	Unemployment Insurance		0.00		0.00			0.00
148			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Electric		0.00		0.00			0.00
242			0.00	0.00	50.13	50.13	No Budget	50.13
	Water		0.00		0.00			0.00
245			(3,500.00)	(3,500.00)	293.74	(3,206.26)	8.39%	146.85
	Telephone And Other Communication Services		0.00		0.00			0.00
247			(212,000.00)	(212,000.00)	21,289.26	(190,710.74)	10.04%	21,233.87
	Street Lighting (Electric And Maint.)		0.00		0.00			0.00
248			(2,250.00)	(2,250.00)	232.65	(2,017.35)	10.34%	232.65
	GPS Services		0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
261			(30,000.00)	(30,000.00)	289.99	(29,710.01)	0.97%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			0.00	0.00	156.59	156.59	No Budget	156.59
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(2,500.00)	(2,500.00)	211.29	(2,288.71)	8.45%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
268			(5,000.00)	(5,000.00)	14,525.52	9,525.52	290.51%	2,252.47
	Repair And Maintenance Roads And Streets		0.00		0.00			0.00
311			(1,000.00)	(1,000.00)	61.03	(938.97)	6.10%	61.03
	Office Supplies		0.00		0.00			0.00
312			(5,000.00)	(5,000.00)	398.99	(4,601.01)	7.98%	398.99
	Small Items Of Equipment		0.00		0.00			0.00
324			(500.00)	(500.00)	70.43	(429.57)	14.09%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
325			0.00	0.00	299.98	299.98	No Budget	0.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			(4,000.00)	(4,000.00)	1,233.09	(2,766.91)	30.83%	483.31
	Clothing And Uniforms		0.00		0.00			0.00
331			(38,610.00)	(38,610.00)	3,555.98	(35,054.02)	9.21%	3,555.98
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(38,610.00)	(38,610.00)	2,303.61	(36,306.39)	5.97%	616.90
	Vehicle Parts And Repair		0.00		0.00			0.00
333			0.00	0.00	166.95	166.95	No Budget	166.95
	Other Equipment Parts And Repairs		0.00		0.00			0.00
334			(7,000.00)	(7,000.00)	2,942.52	(4,057.48)	42.04%	793.28
	Tires, Tubes And Etc.		0.00		0.00			0.00
340			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Other Repair And Maintenance Supplies		0.00		0.00			0.00
342			(5,000.00)	(5,000.00)	425.00	(4,575.00)	8.50%	75.00
	Sign Parts And Supplies		0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(1,500.00)	(1,500.00)	128.58	(1,371.42)	8.57%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
395			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Storm Water		0.00		0.00			0.00
454			(20,000.00)	(20,000.00)	2,351.74	(17,648.26)	11.76%	2,351.74
	Sodium Chloride		0.00		0.00			0.00
471			0.00	0.00	2,278.56	2,278.56	No Budget	2,278.56
	Asphalt And Asphalt Filler		0.00		0.00			0.00
472			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Concrete		0.00		0.00			0.00
473			(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00%	0.00
	Curbing, Sidewalks, and Rock		0.00		0.00			0.00
474			(150,000.00)	(150,000.00)	225.57	(149,774.43)	0.15%	225.57
	Street Paving		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
486			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Wire Or Fencing		0.00		0.00			0.00
533			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Machinery And Equipment Rental		0.00		0.00			0.00
535			(3,500.00)	(3,500.00)	1,515.77	(1,984.23)	43.31%	1,229.93
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
569			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Other State Fees And Charges		0.00		0.00			0.00
	Total 43100	**Highways And Streets**	**(1,235,070.00)**	**(1,235,070.00)**	**124,835.71**	**(1,110,234.29)**	**10.11%**	**66,296.18**
			0.00		**0.00**			**0.00**
43170	**City Garage**							
121			(96,501.00)	(96,501.00)	16,780.01	(79,720.99)	17.39%	8,805.63
	Salaries and Wages		0.00		0.00			0.00
141			(7,382.00)	(7,382.00)	1,136.84	(6,245.16)	15.40%	600.21
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(29,730.00)	(29,730.00)	6,776.21	(22,953.79)	22.79%	2,305.37
	Hospital And Health Insurance		0.00		0.00			0.00
143			(5,744.00)	(5,744.00)	1,006.82	(4,737.18)	17.53%	528.35
	Employee Retirement Plan		0.00		0.00			0.00
146			(2,600.00)	(2,600.00)	0.00	(2,600.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(50.00)	(50.00)	0.00	(50.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(5,000.00)	(5,000.00)	498.96	(4,501.04)	9.98%	498.96
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	111.39	(888.61)	11.14%	111.39
	Water		0.00		0.00			0.00
244			0.00	0.00	36.48	36.48	No Budget	36.48
	Natural Gas		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245			(2,400.00)	(2,400.00)	508.63	(1,891.37)	21.19%	241.58
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(400.00)	(400.00)	25.85	(374.15)	6.46%	25.85
	GPS Services		0.00		0.00			0.00
251			(1,300.00)	(1,300.00)	0.00	(1,300.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(2,000.00)	(2,000.00)	409.00	(1,591.00)	20.45%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(10,000.00)	(10,000.00)	276.94	(9,723.06)	2.77%	136.94
	Repair And Maintenance Buildings		0.00		0.00			0.00
290			0.00	0.00	75.00	75.00	No Budget	0.00
	Other Contracted Services		0.00		0.00			0.00
311			(600.00)	(600.00)	0.00	(600.00)	0.00%	0.00
	Office Supplies		0.00		0.00			0.00
312			(3,470.00)	(3,470.00)	808.51	(2,661.49)	23.30%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
324			(1,900.00)	(1,900.00)	155.56	(1,744.44)	8.19%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(2,500.00)	(2,500.00)	346.69	(2,153.31)	13.87%	163.84
	Clothing And Uniforms		0.00		0.00			0.00
331			(3,000.00)	(3,000.00)	166.47	(2,833.53)	5.55%	166.47
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(2,800.00)	(2,800.00)	0.00	(2,800.00)	0.00%	0.00
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
341			(2,800.00)	(2,800.00)	50.72	(2,749.28)	1.81%	0.00
	Consumable Tools		0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
345			(1,200.00)	(1,200.00)	38.32	(1,161.68)	3.19%	0.00
	Welding Supplies		0.00		0.00			0.00
346			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Wash Bay Maintenance and Supplies		0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	20.89	(979.11)	2.09%	20.89
	Miscellaneous Supplies		0.00		0.00			0.00
535			0.00	0.00	1,131.09	1,131.09	No Budget	796.68
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
	Total 43170	**City Garage**	**(190,377.00)**	**(190,377.00)**	**30,360.38**	**(160,016.62)**	**15.95%**	**14,438.64**
			0.00		**0.00**			**0.00**
44320	**Senior Citizen Facilities**							
121			(426,123.00)	(426,123.00)	64,917.45	(361,205.55)	15.23%	31,254.89
	Salaries and Wages		0.00		0.00			0.00
121	IIIB		(39,176.00)	(39,176.00)	6,054.40	(33,121.60)	15.45%	3,027.20
	Salaries and Wages		0.00		0.00			0.00
141			(32,598.00)	(32,598.00)	4,720.10	(27,877.90)	14.48%	2,267.97
	Oasi (Employer's Share)		0.00		0.00			0.00
141	IIIB		(2,997.00)	(2,997.00)	403.48	(2,593.52)	13.46%	201.74
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(78,580.00)	(78,580.00)	13,987.49	(64,592.51)	17.80%	4,810.75
	Hospital And Health Insurance		0.00		0.00			0.00
142	IIIB		(14,389.00)	(14,389.00)	3,332.94	(11,056.06)	23.16%	1,110.97
	Hospital And Health Insurance		0.00		0.00			0.00
143	IIIB		(2,316.00)	(2,316.00)	363.28	(1,952.72)	15.69%	181.64
	Employee Retirement Plan		0.00		0.00			0.00
143			(22,875.00)	(22,875.00)	3,426.83	(19,448.17)	14.98%	1,663.79
	Employee Retirement Plan		0.00		0.00			0.00
146			(2,350.00)	(2,350.00)	0.00	(2,350.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(200.00)	(200.00)	3.16	(196.84)	1.58%	0.19
	Unemployment Insurance		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147	IIIB		(21.00)	(21.00)	0.00	(21.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148	IIIB		(2,500.00)	(2,500.00)	220.11	(2,279.89)	8.80%	220.11
	Employee Education And Training		0.00		0.00			0.00
148			(2,000.00)	(2,000.00)	170.00	(1,830.00)	8.50%	170.00
	Employee Education And Training		0.00		0.00			0.00
168			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	USDA Wildlife Management		0.00		0.00			0.00
211			(1,400.00)	(1,400.00)	82.77	(1,317.23)	5.91%	17.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
213			(50.00)	(50.00)	0.00	(50.00)	0.00%	0.00
	Automobile Licenses And Titles		0.00		0.00			0.00
230			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
238			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
	Marketing and Advertising		0.00		0.00			0.00
241			(24,000.00)	(24,000.00)	2,708.52	(21,291.48)	11.29%	2,708.52
	Electric		0.00		0.00			0.00
242			(5,000.00)	(5,000.00)	473.75	(4,526.25)	9.48%	473.75
	Water		0.00		0.00			0.00
244			(4,000.00)	(4,000.00)	54.35	(3,945.65)	1.36%	54.35
	Natural Gas		0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	1,067.00	(8,933.00)	10.67%	620.88
	Telephone And Other Communication Services		0.00		0.00			0.00
245	IIIB		(780.00)	(780.00)	195.00	(585.00)	25.00%	130.00
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	103.40	(1,096.60)	8.62%	103.40
	GPS Services		0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	87.27	(2,412.73)	3.49%	0.00
	Medical Services		0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(1,500.00)	(1,500.00)	77.74	(1,422.26)	5.18%	0.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(35,000.00)	(35,000.00)	9,825.47	(25,174.53)	28.07%	8,668.41
	Repair And Maintenance Buildings		0.00		0.00			0.00
288			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Travel/Training		0.00		0.00			0.00
290			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
311			(2,500.00)	(2,500.00)	237.73	(2,262.27)	9.51%	107.85
	Office Supplies		0.00		0.00			0.00
311	IIIB		(554.00)	(554.00)	0.00	(554.00)	0.00%	0.00
	Office Supplies		0.00		0.00			0.00
312			(5,000.00)	(5,000.00)	1,975.00	(3,025.00)	39.50%	1,975.00
	Small Items Of Equipment		0.00		0.00			0.00
316			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
320			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Recreational Equipment and Supplies		0.00		0.00			0.00
321			0.00	0.00	140.91	140.91	No Budget	140.91
	Paper/Plastics		0.00		0.00			0.00
321	977		(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Paper/Plastics		0.00		0.00			0.00
322			(500.00)	(500.00)	175.00	(325.00)	35.00%	175.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
324			(10,000.00)	(10,000.00)	1,230.79	(8,769.21)	12.31%	455.80
	Household And Janitorial Supplies		0.00		0.00			0.00
325			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			(750.00)	(750.00)	114.74	(635.26)	15.30%	0.00
	Clothing And Uniforms		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(2,000.00)	(2,000.00)	413.80	(1,586.20)	20.69%	413.80
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
335			(1,000.00)	(1,000.00)	325.92	(674.08)	32.59%	325.92
	Electrical Supplies		0.00		0.00			0.00
340			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Other Repair And Maintenance Supplies		0.00		0.00			0.00
341			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Consumable Tools		0.00		0.00			0.00
344			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
360	IIIB		(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
	Transportation		0.00		0.00			0.00
390			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
522	978		(1,000.00)	(1,000.00)	199.92	(800.08)	19.99%	199.92
	Vehicle Insurance		0.00		0.00			0.00
535			(25,500.00)	(25,500.00)	2,689.22	(22,810.78)	10.55%	1,760.86
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
805			(800.00)	(800.00)	205.01	(594.99)	25.63%	205.01
	Dirty Street Fighters		0.00		0.00			0.00
836			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Ada Compliance		0.00		0.00			0.00
837			(15,500.00)	(15,500.00)	1,738.80	(13,761.20)	11.22%	1,738.80
	Parrish Nurse/Wellness Program		0.00		0.00			0.00
838			(37,500.00)	(37,500.00)	2,258.80	(35,241.20)	6.02%	1,756.80
	Health Promotion Program		0.00		0.00			0.00
839			(55,000.00)	(55,000.00)	6,775.00	(48,225.00)	12.32%	0.00
	Senior Center-Special Projects Ex		0.00		0.00			0.00
	Total 44320	**Senior Citizen Facilities**	**(907,259.00)**	**(907,259.00)**	**130,755.15**	**(776,503.85)**	**14.41%**	**66,941.74**
			0.00		**0.00**			**0.00**

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44400	**Parks and Recreation**							
121			(409,214.00)	(409,214.00)	66,626.04	(342,587.96)	16.28%	30,467.65
	Salaries and Wages		0.00		0.00			0.00
141			(31,305.00)	(31,305.00)	4,801.03	(26,503.97)	15.34%	2,180.23
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(76,446.00)	(76,446.00)	16,991.54	(59,454.46)	22.23%	5,733.76
	Hospital And Health Insurance		0.00		0.00			0.00
143			(24,322.00)	(24,322.00)	3,794.91	(20,527.09)	15.60%	1,816.08
	Employee Retirement Plan		0.00		0.00			0.00
146			(7,750.00)	(7,750.00)	0.00	(7,750.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(150.00)	(150.00)	0.27	(149.73)	0.18%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(2,000.00)	(2,000.00)	229.00	(1,771.00)	11.45%	0.00
	Employee Education And Training		0.00		0.00			0.00
168			(2,900.00)	(2,900.00)	0.00	(2,900.00)	0.00%	0.00
	USDA Wildlife Management		0.00		0.00			0.00
211			(500.00)	(500.00)	79.39	(420.61)	15.88%	17.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	119.00	(1,881.00)	5.95%	119.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
235			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
238			0.00	0.00	465.45	465.45	No Budget	0.00
	Marketing and Advertising		0.00		0.00			0.00
241			(40,000.00)	(40,000.00)	3,719.06	(36,280.94)	9.30%	3,719.06
	Electric		0.00		0.00			0.00
242			(25,000.00)	(25,000.00)	2,469.23	(22,530.77)	9.88%	2,243.71
	Water		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245			(10,500.00)	(10,500.00)	2,142.48	(8,357.52)	20.40%	1,187.37
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	129.25	(1,070.75)	10.77%	129.25
	GPS Services		0.00		0.00			0.00
251			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
261			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(7,000.00)	(7,000.00)	264.58	(6,735.42)	3.78%	264.58
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(125,000.00)	(125,000.00)	54,572.53	(70,427.47)	43.66%	40,045.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(8,000.00)	(8,000.00)	81.12	(7,918.88)	1.01%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
266	905		0.00	0.00	112.97	112.97	No Budget	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
290			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
292			(85,000.00)	(85,000.00)	14,935.00	(70,065.00)	17.57%	7,315.00
	Landscaping Services		0.00		0.00			0.00
293			0.00	0.00	949.36	949.36	No Budget	(250.52)
	Software service		0.00		0.00			0.00
311			(2,000.00)	(2,000.00)	49.75	(1,950.25)	2.49%	0.00
	Office Supplies		0.00		0.00			0.00
312			(24,400.00)	(24,400.00)	0.00	(24,400.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
323			(1,000.00)	(1,000.00)	226.61	(773.39)	22.66%	226.61
	Food		0.00		0.00			0.00
324			(6,500.00)	(6,500.00)	1,528.30	(4,971.70)	23.51%	617.50
	Household And Janitorial Supplies		0.00		0.00			0.00
325			(35,000.00)	(35,000.00)	8,922.88	(26,077.12)	25.49%	8,084.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
331			(5,000.00)	(5,000.00)	1,051.59	(3,948.41)	21.03%	1,051.59
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			0.00	0.00	70.18	70.18	No Budget	0.00
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
335			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Electrical Supplies		0.00		0.00			0.00
341			0.00	0.00	66.44	66.44	No Budget	0.00
	Consumable Tools		0.00		0.00			0.00
342			0.00	0.00	150.00	150.00	No Budget	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
344			(1,500.00)	(1,500.00)	2,253.79	753.79	150.25%	2,169.28
	Safety Supplies		0.00		0.00			0.00
390			(1,800.00)	(1,800.00)	123.57	(1,676.43)	6.87%	44.81
	Miscellaneous Supplies		0.00		0.00			0.00
451			0.00	0.00	196.22	196.22	No Budget	0.00
	Rock and Crushed Stone		0.00		0.00			0.00
533			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Machinery And Equipment Rental		0.00		0.00			0.00
535			(3,500.00)	(3,500.00)	1,841.43	(1,658.57)	52.61%	1,392.76
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
556	903		0.00	0.00	289.99	289.99	No Budget	159.56
	Credit Card Fees		0.00		0.00			0.00
556			(2,000.00)	(2,000.00)	362.09	(1,637.91)	18.10%	304.94
	Credit Card Fees		0.00		0.00			0.00
805			(6,000.00)	(6,000.00)	475.17	(5,524.83)	7.92%	415.72
	Dirty Street Fighters		0.00		0.00			0.00
844			(20,000.00)	(20,000.00)	454.27	(19,545.73)	2.27%	199.47
	Special Events		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
845			(20,000.00)	(20,000.00)	7,348.50	(12,651.50)	36.74%	5,523.09
	Athletic Programs		0.00		0.00			0.00
849			(3,500.00)	(3,500.00)	1,265.15	(2,234.85)	36.15%	915.42
	Flag Committee Expenditures		0.00		0.00			0.00
850			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Townscape		0.00		0.00			0.00
851			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Keep Jonesborough Beautiful Progr		0.00		0.00			0.00
852			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Lprf Grant-Lincoln Community Park		0.00		0.00			0.00
853			(3,000.00)	(3,000.00)	6,005.43	3,005.43	200.18%	6,005.43
	Chuckey Depot Museum Reserve Exp		0.00		0.00			0.00
854			(16,000.00)	(16,000.00)	1,573.07	(14,426.93)	9.83%	1,288.87
	E.Gillespie Bldg.Utilities&Suppli		0.00		0.00			0.00
855			0.00	0.00	510.23	510.23	No Budget	0.00
	Jackson Theatre Utilities		0.00		0.00			0.00
857			(7,000.00)	(7,000.00)	1,806.17	(5,193.83)	25.80%	1,415.26
	Chuckey Depot Operating Expenses		0.00		0.00			0.00
860			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Tree & Townscape Exp		0.00		0.00			0.00
861	947		(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Special Programs		0.00		0.00			0.00
872			(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
	K-8 Maintenance		0.00		0.00			0.00
939	900		0.00	0.00	3,000.00	3,000.00	No Budget	3,000.00
	Other Improvements		0.00		0.00			0.00
	Total 44400	**Parks and Recreation**	**(1,145,187.00)**	**(1,145,187.00)**	**212,053.04**	**(933,133.96)**	**18.52%**	**127,801.99**
			0.00		**0.00**			**0.00**
44490	**Wetlands Water Park**							
121			(291,244.00)	(291,244.00)	124,349.57	(166,894.43)	42.70%	52,461.69
	Salaries and Wages		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141			(22,280.00)	(22,280.00)	9,421.30	(12,858.70)	42.29%	3,967.64
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(20,855.00)	(20,855.00)	4,829.72	(16,025.28)	23.16%	1,609.88
	Hospital And Health Insurance		0.00		0.00			0.00
143			(4,010.00)	(4,010.00)	632.30	(3,377.70)	15.77%	308.44
	Employee Retirement Plan		0.00		0.00			0.00
146			(5,850.00)	(5,850.00)	0.00	(5,850.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(650.00)	(650.00)	341.38	(308.62)	52.52%	141.95
	Unemployment Insurance		0.00		0.00			0.00
148			(3,000.00)	(3,000.00)	114.50	(2,885.50)	3.82%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(200.00)	(200.00)	98.14	(101.86)	49.07%	35.02
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
230			(1,500.00)	(1,500.00)	159.95	(1,340.05)	10.66%	159.95
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
238			(30,000.00)	(30,000.00)	11,866.15	(18,133.85)	39.55%	11,700.08
	Marketing and Advertising		0.00		0.00			0.00
241			(50,000.00)	(50,000.00)	7,794.61	(42,205.39)	15.59%	7,794.61
	Electric		0.00		0.00			0.00
242			(20,000.00)	(20,000.00)	4,955.87	(15,044.13)	24.78%	4,955.87
	Water		0.00		0.00			0.00
244			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Natural Gas		0.00		0.00			0.00
245			(7,000.00)	(7,000.00)	4,231.40	(2,768.60)	60.45%	1,085.25
	Telephone And Other Communication Services		0.00		0.00			0.00
251			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
262			(2,500.00)	(2,500.00)	190.00	(2,310.00)	7.60%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
265			(6,000.00)	(6,000.00)	299.80	(5,700.20)	5.00%	299.80
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(10,000.00)	(10,000.00)	1,044.06	(8,955.94)	10.44%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
288			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Travel/Training		0.00		0.00			0.00
290			(1,000.00)	(1,000.00)	650.00	(350.00)	65.00%	650.00
	Other Contracted Services		0.00		0.00			0.00
291			(15,000.00)	(15,000.00)	495.62	(14,504.38)	3.30%	0.00
	Pool Maintenance		0.00		0.00			0.00
293			0.00	0.00	592.48	592.48	No Budget	0.00
	Software service		0.00		0.00			0.00
296			(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
	Pool Pump Repair/Replacement		0.00		0.00			0.00
311			(800.00)	(800.00)	90.98	(709.02)	11.37%	90.98
	Office Supplies		0.00		0.00			0.00
312			(35,700.00)	(35,700.00)	1,225.69	(34,474.31)	3.43%	892.50
	Small Items Of Equipment		0.00		0.00			0.00
321			(5,000.00)	(5,000.00)	689.94	(4,310.06)	13.80%	80.50
	Paper/Plastics		0.00		0.00			0.00
322			0.00	0.00	32.41	32.41	No Budget	32.41
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
323			(50,000.00)	(50,000.00)	40,412.39	(9,587.61)	80.82%	12,030.18
	Food		0.00		0.00			0.00
324			(6,000.00)	(6,000.00)	1,607.75	(4,392.25)	26.80%	618.18
	Household And Janitorial Supplies		0.00		0.00			0.00
325			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
337			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Photo ID Supplies		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
351			(1,500.00)	(1,500.00)	470.11	(1,029.89)	31.34%	0.00
	Merchandise Purchased For Resale		0.00		0.00			0.00
352			0.00	0.00	220.00	220.00	No Budget	0.00
	Concession Supplies for Resale		0.00		0.00			0.00
390			(750.00)	(750.00)	27.49	(722.51)	3.67%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
460			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Electrical Fixtures And Small Appliances		0.00		0.00			0.00
493			(35,000.00)	(35,000.00)	11,743.13	(23,256.87)	33.55%	0.00
	Chemicals		0.00		0.00			0.00
535			(5,500.00)	(5,500.00)	1,010.00	(4,490.00)	18.36%	736.14
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
556			(10,000.00)	(10,000.00)	5,877.12	(4,122.88)	58.77%	4,215.30
	Credit Card Fees		0.00		0.00			0.00
	Total 44490	**Wetlands Water Park**	**(680,939.00)**	**(680,939.00)**	**235,473.86**	**(445,465.14)**	**34.58%**	**103,866.37**
			0.00		**0.00**			**0.00**
44491	**McKinney Center**							
121			(311,264.00)	(311,264.00)	48,138.46	(263,125.54)	15.47%	23,257.24
	Salaries and Wages		0.00		0.00			0.00
141			(23,812.00)	(23,812.00)	3,630.61	(20,181.39)	15.25%	1,753.19
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(25,132.00)	(25,132.00)	3,960.32	(21,171.68)	15.76%	1,410.08
	Hospital And Health Insurance		0.00		0.00			0.00
143			(13,855.00)	(13,855.00)	2,153.17	(11,701.83)	15.54%	1,058.08
	Employee Retirement Plan		0.00		0.00			0.00
146			(215.00)	(215.00)	0.00	(215.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(180.00)	(180.00)	6.74	(173.26)	3.74%	3.20
	Unemployment Insurance		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148			(3,500.00)	(3,500.00)	343.50	(3,156.50)	9.81%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(300.00)	(300.00)	74.46	(225.54)	24.82%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
230			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
238			(2,500.00)	(2,500.00)	1,478.20	(1,021.80)	59.13%	0.00
	Marketing and Advertising		0.00		0.00			0.00
241			(8,500.00)	(8,500.00)	804.31	(7,695.69)	9.46%	804.31
	Electric		0.00		0.00			0.00
242			(800.00)	(800.00)	168.51	(631.49)	21.06%	168.51
	Water		0.00		0.00			0.00
244			(1,000.00)	(1,000.00)	54.35	(945.65)	5.44%	54.35
	Natural Gas		0.00		0.00			0.00
245			(5,500.00)	(5,500.00)	367.83	(5,132.17)	6.69%	183.87
	Telephone And Other Communication Services		0.00		0.00			0.00
251			(1,000.00)	(1,000.00)	69.42	(930.58)	6.94%	69.42
	Medical Services		0.00		0.00			0.00
261			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	17.61	(982.39)	1.76%	17.61
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(25,000.00)	(25,000.00)	840.02	(24,159.98)	3.36%	505.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
279			(2,400.00)	(2,400.00)	50.00	(2,350.00)	2.08%	0.00
	Website Maintenance		0.00		0.00			0.00
288			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Travel/Training		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
290	965		(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
290			(500.00)	(500.00)	265.00	(235.00)	53.00%	265.00
	Other Contracted Services		0.00		0.00			0.00
293			(1,000.00)	(1,000.00)	949.36	(50.64)	94.94%	(250.52)
	Software service		0.00		0.00			0.00
311			(2,300.00)	(2,300.00)	1,723.21	(576.79)	74.92%	811.27
	Office Supplies		0.00		0.00			0.00
312			(5,000.00)	(5,000.00)	518.18	(4,481.82)	10.36%	448.23
	Small Items Of Equipment		0.00		0.00			0.00
313			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Stationary/Forms		0.00		0.00			0.00
316			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
322			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
323			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Food		0.00		0.00			0.00
324			(4,500.00)	(4,500.00)	772.37	(3,727.63)	17.16%	238.09
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
331			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
335			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Electrical Supplies		0.00		0.00			0.00
340			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Other Repair And Maintenance Supplies		0.00		0.00			0.00
341			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Consumable Tools		0.00		0.00			0.00
342			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(450.00)	(450.00)	46.46	(403.54)	10.32%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
535			(8,500.00)	(8,500.00)	4,047.28	(4,452.72)	47.62%	1,014.83
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
556			(600.00)	(600.00)	20.00	(580.00)	3.33%	10.00
	Credit Card Fees		0.00		0.00			0.00
805			(200.00)	(200.00)	37.99	(162.01)	19.00%	0.00
	Dirty Street Fighters		0.00		0.00			0.00
861	725		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Special Programs		0.00		0.00			0.00
862			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Special Programs		0.00		0.00			0.00
864	718		0.00	0.00	1,126.97	1,126.97	No Budget	1,126.97
	Mary Martin Prog.For The Arts		0.00		0.00			0.00
864	711		0.00	0.00	1,870.42	1,870.42	No Budget	621.66
	Mary Martin Prog.For The Arts		0.00		0.00			0.00
864	720		0.00	0.00	171.26	171.26	No Budget	171.26
	Mary Martin Prog.For The Arts		0.00		0.00			0.00
864			(50,000.00)	(50,000.00)	209.98	(49,790.02)	0.42%	109.98
	Mary Martin Prog.For The Arts		0.00		0.00			0.00
865			(15,000.00)	(15,000.00)	3,625.33	(11,374.67)	24.17%	2,321.18
	Story Town Radio Show		0.00		0.00			0.00
865	753		0.00	0.00	1,307.50	1,307.50	No Budget	1,307.50
	Story Town Radio Show		0.00		0.00			0.00
865	757		0.00	0.00	1.13	1.13	No Budget	0.00
	Story Town Radio Show		0.00		0.00			0.00
866			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Mckinney Scholarship Fund		0.00		0.00			0.00
	Total 44491	**McKinney Center**	**(544,608.00)**	**(544,608.00)**	**78,849.95**	**(465,758.05)**	**14.48%**	**37,480.31**
			0.00		**0.00**			**0.00**

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
47210	**Tourism/Visitors Center**							
121			(440,134.00)	(440,134.00)	68,343.96	(371,790.04)	15.53%	33,919.84
	Salaries and Wages		0.00		0.00			0.00
141			(33,670.00)	(33,670.00)	4,887.74	(28,782.26)	14.52%	2,424.58
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(68,586.00)	(68,586.00)	18,580.33	(50,005.67)	27.09%	6,216.26
	Hospital And Health Insurance		0.00		0.00			0.00
143			(20,957.00)	(20,957.00)	3,248.87	(17,708.13)	15.50%	1,602.83
	Employee Retirement Plan		0.00		0.00			0.00
146			(1,550.00)	(1,550.00)	0.00	(1,550.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(220.00)	(220.00)	0.00	(220.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(9,000.00)	(9,000.00)	889.00	(8,111.00)	9.88%	660.00
	Employee Education And Training		0.00		0.00			0.00
211			(1,200.00)	(1,200.00)	170.44	(1,029.56)	14.20%	80.96
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
221			0.00	0.00	1,631.87	1,631.87	No Budget	1,516.01
	Electronic Ticketing Service		0.00		0.00			0.00
230			(6,000.00)	(6,000.00)	126.50	(5,873.50)	2.11%	26.50
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
235			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
238			(100,000.00)	(100,000.00)	10,532.98	(89,467.02)	10.53%	10,432.99
	Marketing and Advertising		0.00		0.00			0.00
241			(12,000.00)	(12,000.00)	1,099.97	(10,900.03)	9.17%	1,099.97
	Electric		0.00		0.00			0.00
242			(2,300.00)	(2,300.00)	388.37	(1,911.63)	16.89%	196.66
	Water		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
244			(1,000.00)	(1,000.00)	54.35	(945.65)	5.44%	54.35
	Natural Gas		0.00		0.00			0.00
245			(8,500.00)	(8,500.00)	1,080.92	(7,419.08)	12.72%	356.78
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(200.00)	(200.00)	25.85	(174.15)	12.93%	25.85
	GPS Services		0.00		0.00			0.00
251			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(4,200.00)	(4,200.00)	630.00	(3,570.00)	15.00%	500.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(50,000.00)	(50,000.00)	18,029.20	(31,970.80)	36.06%	2,845.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
279			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Website Maintenance		0.00		0.00			0.00
288			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Travel/Training		0.00		0.00			0.00
290			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
293			(2,000.00)	(2,000.00)	1,898.72	(101.28)	94.94%	(501.04)
	Software service		0.00		0.00			0.00
311			(2,000.00)	(2,000.00)	190.75	(1,809.25)	9.54%	116.22
	Office Supplies		0.00		0.00			0.00
312			(10,000.00)	(10,000.00)	468.25	(9,531.75)	4.68%	174.26
	Small Items Of Equipment		0.00		0.00			0.00
313			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Stationary/Forms		0.00		0.00			0.00
315			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00
316			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
319			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Other Office Supplies And Materials		0.00		0.00			0.00
323			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Food		0.00		0.00			0.00
324			(3,000.00)	(3,000.00)	116.30	(2,883.70)	3.88%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00
325			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
331			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
335			(50.00)	(50.00)	0.00	(50.00)	0.00%	0.00
	Electrical Supplies		0.00		0.00			0.00
340			(50.00)	(50.00)	0.00	(50.00)	0.00%	0.00
	Other Repair And Maintenance Supplies		0.00		0.00			0.00
341			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Consumable Tools		0.00		0.00			0.00
342			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
344			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
535			(9,000.00)	(9,000.00)	2,645.05	(6,354.95)	29.39%	1,703.33
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
556			(6,000.00)	(6,000.00)	1,226.67	(4,773.33)	20.44%	794.65
	Credit Card Fees		0.00		0.00			0.00
598			(30,000.00)	(30,000.00)	3,189.77	(26,810.23)	10.63%	2,110.97
	Gift Shop Expenditures		0.00		0.00			0.00
815	00051		0.00	0.00	14,649.37	14,649.37	No Budget	2,097.37
	Main Street Jones.Program Exp		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
815			(10,000.00)	(10,000.00)	1,759.99	(8,240.01)	17.60%	1,695.91
	Main Street Jones.Program Exp		0.00		0.00			0.00
816			(12,000.00)	(12,000.00)	4,630.00	(7,370.00)	38.58%	1,580.00
	Main St.-Brews & Tunes Program		0.00		0.00			0.00
817			(65,000.00)	(65,000.00)	52,532.71	(12,467.29)	80.82%	5,299.02
	Main St.-Jonesborough Days		0.00		0.00			0.00
844	00051		0.00	0.00	1,771.73	1,771.73	No Budget	868.98
	Special Events		0.00		0.00			0.00
844			(20,000.00)	(20,000.00)	650.00	(19,350.00)	3.25%	0.00
	Special Events		0.00		0.00			0.00
846			(48,000.00)	(48,000.00)	12,455.00	(35,545.00)	25.95%	5,285.00
	Music On The Square Exp		0.00		0.00			0.00
861			(15,000.00)	(15,000.00)	1,691.87	(13,308.13)	11.28%	1,605.62
	Special Programs		0.00		0.00			0.00
873			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Seasonal Lighting		0.00		0.00			0.00
	Total 47210	**Tourism/Visitors Center**	**(1,109,167.00)**	**(1,109,167.00)**	**229,596.53**	**(879,570.47)**	**20.70%**	**84,788.87**
			0.00		**0.00**			**0.00**
51623	**Operating Transfer to Jackson Theatre Fund**							
760			(476,203.00)	(476,203.00)	0.00	(476,203.00)	0.00%	0.00
	Transfer To Other Funds		0.00		0.00			0.00
	Total 51623	**Operating Transfer to**	**(476,203.00)**	**(476,203.00)**	**0.00**	**(476,203.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
51630	**Operating Transfer To Debt Service Fd**							
760			(3,330,991.00)	(3,330,991.00)	413,836.37	(2,917,154.63)	12.42%	208,540.39
	Transfer To Other Funds		0.00		0.00			0.00
	Total 51630	**Operating Transfer To Debt**	**(3,330,991.00)**	**(3,330,991.00)**	**413,836.37**	**(2,917,154.63)**	**12.42%**	**208,540.39**
			0.00		**0.00**			**0.00**
51640	**Operating Transfer To Capital Proj Fd**							
760			(42,000.00)	(42,000.00)	0.00	(42,000.00)	0.00%	0.00
	Transfer To Other Funds		0.00		0.00			0.00

Fund : **110**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total 51640		**Operating Transfer To**	**(42,000.00)**	**(42,000.00)**	**0.00**	**(42,000.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
Total For Fund:	**110**		(15,628,502.00)	(15,628,502.00)	2,382,899.19	(13,245,602.81)	15.25%	1,165,225.28
			0.00		0.00			0.00

Fund : **131**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43200	**Sanitation Services**							
121			(339,035.00)	(339,035.00)	55,140.95	(283,894.05)	16.26%	26,011.26
	Salaries and Wages		0.00		0.00			0.00
141			(25,936.00)	(25,936.00)	4,000.75	(21,935.25)	15.43%	1,881.09
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(66,137.00)	(66,137.00)	14,704.11	(51,432.89)	22.23%	5,151.86
	Hospital And Health Insurance		0.00		0.00			0.00
143			(20,188.00)	(20,188.00)	3,211.53	(16,976.47)	15.91%	1,548.70
	Employee Retirement Plan		0.00		0.00			0.00
146			(14,000.00)	(14,000.00)	0.00	(14,000.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(150.00)	(150.00)	0.00	(150.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	625.00	(875.00)	41.67%	625.00
	Employee Education And Training		0.00		0.00			0.00
213			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Automobile Licenses And Titles		0.00		0.00			0.00
230			(250.00)	(250.00)	194.39	(55.61)	77.76%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
235			(500.00)	(500.00)	225.00	(275.00)	45.00%	225.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
238			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Marketing and Advertising		0.00		0.00			0.00
241			(4,500.00)	(4,500.00)	0.00	(4,500.00)	0.00%	0.00
	Electric		0.00		0.00			0.00
245			(3,000.00)	(3,000.00)	269.02	(2,730.98)	8.97%	134.49
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(3,000.00)	(3,000.00)	206.80	(2,793.20)	6.89%	206.80
	GPS Services		0.00		0.00			0.00
251			(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00

Fund : **131**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261			(42,000.00)	(42,000.00)	4,335.03	(37,664.97)	10.32%	635.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
266			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
280			(550.00)	(550.00)	222.00	(328.00)	40.36%	0.00
	Travel		0.00		0.00			0.00
290			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
294			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Tire Disposal Services		0.00		0.00			0.00
295			(158,000.00)	(158,000.00)	14,435.05	(143,564.95)	9.14%	14,026.47
	Waste Disposal Fees		0.00		0.00			0.00
311			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Office Supplies		0.00		0.00			0.00
312			(1,000.00)	(1,000.00)	283.10	(716.90)	28.31%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
316			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
326			(4,000.00)	(4,000.00)	281.83	(3,718.17)	7.05%	130.00
	Clothing And Uniforms		0.00		0.00			0.00
331			(70,000.00)	(70,000.00)	7,452.23	(62,547.77)	10.65%	7,452.23
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(19,000.00)	(19,000.00)	3,214.48	(15,785.52)	16.92%	1,566.39
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(13,000.00)	(13,000.00)	1,642.96	(11,357.04)	12.64%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
344			(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
350			(50,000.00)	(50,000.00)	17,800.00	(32,200.00)	35.60%	0.00
	Supplies For Resale		0.00		0.00			0.00
390			(2,500.00)	(2,500.00)	311.07	(2,188.93)	12.44%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00

Fund : **131**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
520			(6,750.00)	(6,750.00)	0.00	(6,750.00)	0.00%	0.00
	Property/Liability Insurance		0.00		0.00			0.00
533			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Machinery And Equipment Rental		0.00		0.00			0.00
535			(2,000.00)	(2,000.00)	1,488.74	(511.26)	74.44%	1,216.42
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
555			(350.00)	(350.00)	152.23	(197.77)	43.49%	0.00
	Bank Service Charges		0.00		0.00			0.00
565			(3,200.00)	(3,200.00)	0.00	(3,200.00)	0.00%	0.00
	Permit Fee		0.00		0.00			0.00
	Total 43200	**Sanitation Services**	**(864,796.00)**	**(864,796.00)**	**130,196.27**	**(734,599.73)**	**15.06%**	**60,810.71**
			0.00		**0.00**			**0.00**
51630	**Operating Transfer To Debt Service Fd**							
760			(160,296.00)	(160,296.00)	19,756.46	(140,539.54)	12.32%	15,647.88
	Transfer To Other Funds		0.00		0.00			0.00
	Total 51630	**Operating Transfer To Debt**	**(160,296.00)**	**(160,296.00)**	**19,756.46**	**(140,539.54)**	**12.32%**	**15,647.88**
			0.00		**0.00**			**0.00**
51640	**Operating Transfer To Capital Proj Fd**							
760			(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00%	0.00
	Transfer To Other Funds		0.00		0.00			0.00
	Total 51640	**Operating Transfer To**	**(25,000.00)**	**(25,000.00)**	**0.00**	**(25,000.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
Total For Fund:	**131**		(1,050,092.00)	(1,050,092.00)	149,952.73	(900,139.27)	14.28%	76,458.59
			0.00		0.00			0.00

Fund : **171**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44550	**Jackson Theater**							
121			(359,346.00)	(359,346.00)	50,056.60	(309,289.40)	13.93%	24,404.41
	Salaries and Wages		0.00		0.00			0.00
141			(27,490.00)	(27,490.00)	3,742.59	(23,747.41)	13.61%	1,823.55
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(12,279.00)	(12,279.00)	6,939.88	(5,339.12)	56.52%	2,379.92
	Hospital And Health Insurance		0.00		0.00			0.00
143			(12,008.00)	(12,008.00)	1,882.13	(10,125.87)	15.67%	921.98
	Employee Retirement Plan		0.00		0.00			0.00
146			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(241.00)	(241.00)	12.41	(228.59)	5.15%	6.07
	Unemployment Insurance		0.00		0.00			0.00
211			(500.00)	(500.00)	74.71	(425.29)	14.94%	17.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
221			(5,000.00)	(5,000.00)	3,092.63	(1,907.37)	61.85%	1,931.35
	Electronic Ticketing Service		0.00		0.00			0.00
230			(4,000.00)	(4,000.00)	54.00	(3,946.00)	1.35%	54.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
231			(220.00)	(220.00)	0.00	(220.00)	0.00%	0.00
	Publication Of Legal Notices		0.00		0.00			0.00
238			(35,000.00)	(35,000.00)	3,152.25	(31,847.75)	9.01%	2,662.49
	Marketing and Advertising		0.00		0.00			0.00
241			(14,400.00)	(14,400.00)	1,728.41	(12,671.59)	12.00%	1,728.41
	Electric		0.00		0.00			0.00
242			(3,000.00)	(3,000.00)	346.91	(2,653.09)	11.56%	163.41
	Water		0.00		0.00			0.00
244			(2,000.00)	(2,000.00)	62.10	(1,937.90)	3.11%	62.10
	Natural Gas		0.00		0.00			0.00

Fund : **171**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245			(6,500.00)	(6,500.00)	1,055.95	(5,444.05)	16.25%	858.47
	Telephone And Other Communication Services		0.00		0.00			0.00
250	70042		0.00	0.00	5,975.45	5,975.45	No Budget	5,764.62
	Professional Entertainment		0.00		0.00			0.00
250	70039		0.00	0.00	4,813.72	4,813.72	No Budget	1,063.72
	Professional Entertainment		0.00		0.00			0.00
250			(150,000.00)	(150,000.00)	707.50	(149,292.50)	0.47%	225.00
	Professional Entertainment		0.00		0.00			0.00
250	70036		0.00	0.00	1,400.00	1,400.00	No Budget	0.00
	Professional Entertainment		0.00		0.00			0.00
250	70038		0.00	0.00	1,424.73	1,424.73	No Budget	463.93
	Professional Entertainment		0.00		0.00			0.00
251			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
257			(40,000.00)	(40,000.00)	822.51	(39,177.49)	2.06%	408.38
	Royalties		0.00		0.00			0.00
257	70100		0.00	0.00	2,775.00	2,775.00	No Budget	2,035.00
	Royalties		0.00		0.00			0.00
262			(9,103.00)	(9,103.00)	1,102.50	(8,000.50)	12.11%	830.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(15,000.00)	(15,000.00)	395.71	(14,604.29)	2.64%	90.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
287			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
	Meals And Entertainment		0.00		0.00			0.00
290			(4,000.00)	(4,000.00)	2,500.00	(1,500.00)	62.50%	2,500.00
	Other Contracted Services		0.00		0.00			0.00
293			(500.00)	(500.00)	287.88	(212.12)	57.58%	0.00
	Software service		0.00		0.00			0.00
311			(2,000.00)	(2,000.00)	390.15	(1,609.85)	19.51%	136.92
	Office Supplies		0.00		0.00			0.00
312			(12,000.00)	(12,000.00)	25.86	(11,974.14)	0.22%	25.86
	Small Items Of Equipment		0.00		0.00			0.00

Fund : **171**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
315			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00
316			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
321			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Paper/Plastics		0.00		0.00			0.00
323			(1,000.00)	(1,000.00)	57.53	(942.47)	5.75%	57.53
	Food		0.00		0.00			0.00
324			(10,000.00)	(10,000.00)	1,977.82	(8,022.18)	19.78%	738.24
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
330			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
	Repair And Maintenance Supplies		0.00		0.00			0.00
341			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
	Consumable Tools		0.00		0.00			0.00
342			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
351			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Merchandise Purchased For Resale		0.00		0.00			0.00
352			(23,000.00)	(23,000.00)	2,862.48	(20,137.52)	12.45%	2,110.56
	Concession Supplies for Resale		0.00		0.00			0.00
354			(3,500.00)	(3,500.00)	680.15	(2,819.85)	19.43%	0.00
	Alcohol for Resale		0.00		0.00			0.00
535			(15,000.00)	(15,000.00)	1,964.03	(13,035.97)	13.09%	898.56
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
556			(9,000.00)	(9,000.00)	822.16	(8,177.84)	9.14%	439.30
	Credit Card Fees		0.00		0.00			0.00
561			(500.00)	(500.00)	163.00	(337.00)	32.60%	71.00
	Sales Tax Paid		0.00		0.00			0.00
565			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Permit Fee		0.00		0.00			0.00

Fund : **171**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
568			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
	Annual Permit Fees		0.00		0.00			0.00
598			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Gift Shop Expenditures		0.00		0.00			0.00
	Total 44550	**Jackson Theater**	**(794,587.00)**	**(794,587.00)**	**103,348.75**	**(691,238.25)**	**13.01%**	**54,872.29**
			0.00		**0.00**			**0.00**
51630	**Operating Transfer To Debt Service Fd**							
760			(164,616.00)	(164,616.00)	27,436.00	(137,180.00)	16.67%	13,718.00
	Transfer To Other Funds		0.00		0.00			0.00
	Total 51630	**Operating Transfer To Debt**	**(164,616.00)**	**(164,616.00)**	**27,436.00**	**(137,180.00)**	**16.67%**	**13,718.00**
			0.00		**0.00**			**0.00**
Total For Fund:	**171**		(959,203.00)	(959,203.00)	130,784.75	(828,418.25)	13.63%	68,590.29
			0.00		0.00			0.00

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
49101	**2020 RD Facilities $3.294M**							
620	41500	110	(65,403.00)	(65,403.00)	10,770.48	(54,632.52)	16.47%	5,391.68
	Note Principal		0.00		0.00			0.00
640	41500	110	(84,021.00)	(84,021.00)	14,133.52	(69,887.48)	16.82%	7,060.32
	Interest On Notes		0.00		0.00			0.00
	Total 49101	**2020 RD Facilities $3.294M**	**(149,424.00)**	**(149,424.00)**	**24,904.00**	**(124,520.00)**	**16.67%**	**12,452.00**
			0.00		**0.00**			**0.00**
49102	**2021 GO Refunding $3.315M Tax-Exempt**							
620	44320	110	(95,000.00)	(95,000.00)	0.00	(95,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	44320	110	(82,800.00)	(82,800.00)	0.00	(82,800.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49102	**2021 GO Refunding**	**(177,800.00)**	**(177,800.00)**	**0.00**	**(177,800.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49201	**2020 Capital Improvement $1M**							
620	41500	110	(129,000.00)	(129,000.00)	0.00	(129,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	41500	110	(7,359.00)	(7,359.00)	0.00	(7,359.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49201	**2020 Capital Improvement**	**(136,359.00)**	**(136,359.00)**	**0.00**	**(136,359.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49202	**2024 CON Engel Property**							
620	41500	110	(24,051.00)	(24,051.00)	3,930.09	(20,120.91)	16.34%	1,946.40
	Note Principal		0.00		0.00			0.00
640	41500	110	(14,163.00)	(14,163.00)	2,757.37	(11,405.63)	19.47%	1,397.33
	Interest On Notes		0.00		0.00			0.00
	Total 49202	**2024 CON Engel Property**	**(38,214.00)**	**(38,214.00)**	**6,687.46**	**(31,526.54)**	**17.50%**	**3,343.73**
			0.00		**0.00**			**0.00**

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
49203	**2023 Capital Improvement $1M**							
620	41500	110	(75,644.00)	(75,644.00)	12,276.54	(63,367.46)	16.23%	6,031.27
	Note Principal		0.00		0.00			0.00
640	41500	110	(25,373.00)	(25,373.00)	4,559.64	(20,813.36)	17.97%	2,386.82
	Interest On Notes		0.00		0.00			0.00
	Total 49203	**2023 Capital Improvement**	**(101,017.00)**	**(101,017.00)**	**16,836.18**	**(84,180.82)**	**16.67%**	**8,418.09**
			0.00		**0.00**			**0.00**
49205	**2021 Fire Truck**							
620	42200	110	(49,000.00)	(49,000.00)	0.00	(49,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	42200	110	(6,774.00)	(6,774.00)	0.00	(6,774.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49205	**2021 Fire Truck**	**(55,774.00)**	**(55,774.00)**	**0.00**	**(55,774.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49207	**2025 TMBF CON - Equipment**							
620	43100	110	(10,220.00)	(10,220.00)	0.00	(10,220.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	44490	110	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	41500	110	(2,085.00)	(2,085.00)	0.00	(2,085.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	44400	110	(2,615.00)	(2,615.00)	0.00	(2,615.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	42100	110	(45,217.00)	(45,217.00)	0.00	(45,217.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	42200	110	(8,537.00)	(8,537.00)	0.00	(8,537.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	44490	110	(1,089.00)	(1,089.00)	0.00	(1,089.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	41500	110	(1,135.00)	(1,135.00)	0.00	(1,135.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	43100	110	(5,564.00)	(5,564.00)	0.00	(5,564.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	42100	110	(24,620.00)	(24,620.00)	0.00	(24,620.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	42200	110	(4,649.00)	(4,649.00)	0.00	(4,649.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44400	110	(1,424.00)	(1,424.00)	0.00	(1,424.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49207	**2025 TMBF CON -**	**(109,155.00)**	**(109,155.00)**	**0.00**	**(109,155.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49208	**2025 TMBF CON - Capital Projects**							
620	43170	110	(7,581.00)	(7,581.00)	0.00	(7,581.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	44320	110	(284.00)	(284.00)	0.00	(284.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	44400	110	(1,603.00)	(1,603.00)	0.00	(1,603.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	43100	110	(38,065.00)	(38,065.00)	0.00	(38,065.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	44490	110	(19,050.00)	(19,050.00)	0.00	(19,050.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	47210	110	(12,821.00)	(12,821.00)	0.00	(12,821.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	41500	110	(34,257.00)	(34,257.00)	0.00	(34,257.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	41500	110	(24,631.00)	(24,631.00)	0.00	(24,631.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44400	110	(1,152.00)	(1,152.00)	0.00	(1,152.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	43170	110	(5,451.00)	(5,451.00)	0.00	(5,451.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	43100	110	(27,369.00)	(27,369.00)	0.00	(27,369.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44490	110	(13,696.00)	(13,696.00)	0.00	(13,696.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	47210	110	(9,218.00)	(9,218.00)	0.00	(9,218.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44320	110	(204.00)	(204.00)	0.00	(204.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49208	**2025 TMBF CON - Capital**	**(195,382.00)**	**(195,382.00)**	**0.00**	**(195,382.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49209	**2026 TMBF CON - Public Safety**							
620	42200	110	(12,030.00)	(12,030.00)	0.00	(12,030.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	42100	110	(103,753.00)	(103,753.00)	0.00	(103,753.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	42200	110	(2,835.00)	(2,835.00)	0.00	(2,835.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	42100	110	(24,449.00)	(24,449.00)	0.00	(24,449.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49209	**2026 TMBF CON - Public**	**(143,067.00)**	**(143,067.00)**	**0.00**	**(143,067.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49210	**2026 TMBF CON - New**							
620	42100	110	(2,006.00)	(2,006.00)	0.00	(2,006.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	47210	110	(4,008.00)	(4,008.00)	0.00	(4,008.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	43100	110	(6,817.00)	(6,817.00)	0.00	(6,817.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	42200	110	(10,426.00)	(10,426.00)	0.00	(10,426.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	44400	110	(6,817.00)	(6,817.00)	0.00	(6,817.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	47210	110	(2,270.00)	(2,270.00)	0.00	(2,270.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	43100	110	(3,861.00)	(3,861.00)	0.00	(3,861.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	42100	110	(1,136.00)	(1,136.00)	0.00	(1,136.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	44400	110	(3,861.00)	(3,861.00)	0.00	(3,861.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	42200	110	(5,904.00)	(5,904.00)	0.00	(5,904.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49210	**2026 TMBF CON - New**	**(47,106.00)**	**(47,106.00)**	**0.00**	**(47,106.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
49301	**2023 RDA #22**							
620	41500	110	(110,453.00)	(110,453.00)	18,199.77	(92,253.23)	16.48%	8,994.11
	Note Principal		0.00		0.00			0.00
640	41500	110	(82,507.00)	(82,507.00)	13,960.23	(68,546.77)	16.92%	7,085.89
	Interest On Notes		0.00		0.00			0.00
	Total 49301	**2023 RDA #22**	**(192,960.00)**	**(192,960.00)**	**32,160.00**	**(160,800.00)**	**16.67%**	**16,080.00**
			0.00		**0.00**			**0.00**
49302	**2023 RDA #23**							
620	41500	110	(242,998.00)	(242,998.00)	40,035.28	(202,962.72)	16.48%	19,771.73
	Note Principal		0.00		0.00			0.00
640	41500	110	(191,162.00)	(191,162.00)	32,324.72	(158,837.28)	16.91%	16,408.27
	Interest On Notes		0.00		0.00			0.00
	Total 49302	**2023 RDA #23**	**(434,160.00)**	**(434,160.00)**	**72,360.00**	**(361,800.00)**	**16.67%**	**36,180.00**
			0.00		**0.00**			**0.00**
49303	**2023 RDA #24**							
620	41500	110	(271,991.00)	(271,991.00)	44,816.93	(227,174.07)	16.48%	22,147.99
	Note Principal		0.00		0.00			0.00
640	41500	110	(203,173.00)	(203,173.00)	34,377.07	(168,795.93)	16.92%	17,449.01
	Interest On Notes		0.00		0.00			0.00

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
	Total 49303	**2023 RDA #24**	**(475,164.00)**	**(475,164.00)**	**79,194.00**	**(395,970.00)**	**16.67%**	**39,597.00**
			0.00		**0.00**			**0.00**
49304	**2023 RDA #25**							
620	41500	110	(273,372.00)	(273,372.00)	45,044.43	(228,327.57)	16.48%	22,260.42
	Note Principal		0.00		0.00			0.00
640	41500	110	(204,204.00)	(204,204.00)	34,551.57	(169,652.43)	16.92%	17,537.58
	Interest On Notes		0.00		0.00			0.00
	Total 49304	**2023 RDA #25**	**(477,576.00)**	**(477,576.00)**	**79,596.00**	**(397,980.00)**	**16.67%**	**39,798.00**
			0.00		**0.00**			**0.00**
49305	**2023 RDA #27**							
620	41500	110	(84,216.00)	(84,216.00)	13,885.95	(70,330.05)	16.49%	6,868.27
	Note Principal		0.00		0.00			0.00
640	41500	110	(58,344.00)	(58,344.00)	9,874.05	(48,469.95)	16.92%	5,011.73
	Interest On Notes		0.00		0.00			0.00
	Total 49305	**2023 RDA #27**	**(142,560.00)**	**(142,560.00)**	**23,760.00**	**(118,800.00)**	**16.67%**	**11,880.00**
			0.00		**0.00**			**0.00**
49306	**2023 RDA #28**							
620	41500	110	(196,505.00)	(196,505.00)	32,400.55	(164,104.45)	16.49%	16,025.96
	Note Principal		0.00		0.00			0.00
640	41500	110	(136,135.00)	(136,135.00)	23,039.45	(113,095.55)	16.92%	11,694.04
	Interest On Notes		0.00		0.00			0.00
	Total 49306	**2023 RDA #28**	**(332,640.00)**	**(332,640.00)**	**55,440.00**	**(277,200.00)**	**16.67%**	**27,720.00**
			0.00		**0.00**			**0.00**
49307	**2023 RDA Tiger Park $2M - New**							
620	41500	110	(42,835.00)	(42,835.00)	0.00	(42,835.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	41500	110	(69,317.00)	(69,317.00)	0.00	(69,317.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49307	**2023 RDA Tiger Park $2M -**	**(112,152.00)**	**(112,152.00)**	**0.00**	**(112,152.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
49308	**2016 Fire Truck**							
620	42200	110	(10,432.00)	(10,432.00)	6,946.93	(3,485.07)	66.59%	3,477.54
	Note Principal		0.00		0.00			0.00
640	42200	110	(49.00)	(49.00)	40.85	(8.15)	83.37%	16.35
	Interest On Notes		0.00		0.00			0.00
	Total 49308	**2016 Fire Truck**	**(10,481.00)**	**(10,481.00)**	**6,987.78**	**(3,493.22)**	**66.67%**	**3,493.89**
			0.00		**0.00**			**0.00**
49309	**Tiger Park Bond Anticipation Note**							
640	41500	110	0.00	0.00	15,410.95	15,410.95	No Budget	9,077.68
	Interest On Notes		0.00		0.00			0.00
650	41500	110	0.00	0.00	500.00	500.00	No Budget	500.00
	Bonds - Other Fees		0.00		0.00			0.00
	Total 49309	**Tiger Park Bond**	**0.00**	**0.00**	**15,910.95**	**15,910.95**	**100.00%**	**9,577.68**
			0.00		**0.00**			**0.00**
49341	**2025 RDA #26**							
620	44550	171	(47,335.00)	(47,335.00)	7,768.72	(39,566.28)	16.41%	3,804.58
	Note Principal		0.00		0.00			0.00
640	44550	171	(60,401.00)	(60,401.00)	10,187.28	(50,213.72)	16.87%	5,173.42
	Interest On Notes		0.00		0.00			0.00
	Total 49341	**2025 RDA #26**	**(107,736.00)**	**(107,736.00)**	**17,956.00**	**(89,780.00)**	**16.67%**	**8,978.00**
			0.00		**0.00**			**0.00**
49342	**2025 New Debt**							
620	44550	171	(13,986.00)	(13,986.00)	2,276.63	(11,709.37)	16.28%	1,081.08
	Note Principal		0.00		0.00			0.00
640	44550	171	(42,894.00)	(42,894.00)	7,203.37	(35,690.63)	16.79%	3,658.92
	Interest On Notes		0.00		0.00			0.00
	Total 49342	**2025 New Debt**	**(56,880.00)**	**(56,880.00)**	**9,480.00**	**(47,400.00)**	**16.67%**	**4,740.00**
			0.00		**0.00**			**0.00**
49371	**2020 Garbage Truck**							
620	43200	131	(47,365.00)	(47,365.00)	7,808.77	(39,556.23)	16.49%	3,908.62
	Note Principal		0.00		0.00			0.00

Fund : **210**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	43200	131	(1,938.00)	(1,938.00)	408.39	(1,529.61)	21.07%	199.96
	Interest On Notes		0.00		0.00			0.00
	Total 49371	**2020 Garbage Truck**	**(49,303.00)**	**(49,303.00)**	**8,217.16**	**(41,085.84)**	**16.67%**	**4,108.58**
			0.00		**0.00**			**0.00**
49372	**2025 Garbage Truck**							
620	43200	131	(32,000.00)	(32,000.00)	0.00	(32,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	43200	131	(23,079.00)	(23,079.00)	11,539.30	(11,539.70)	50.00%	11,539.30
	Interest On Notes		0.00		0.00			0.00
	Total 49372	**2025 Garbage Truck**	**(55,079.00)**	**(55,079.00)**	**11,539.30**	**(43,539.70)**	**20.95%**	**11,539.30**
			0.00		**0.00**			**0.00**
49999	**New Debt**							
620	43200	131	(34,590.00)	(34,590.00)	0.00	(34,590.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	43200	131	(21,324.00)	(21,324.00)	0.00	(21,324.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Total 49999	**New Debt**	**(55,914.00)**	**(55,914.00)**	**0.00**	**(55,914.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
Total For Fund:	**210**		(3,655,903.00)	(3,655,903.00)	461,028.83	(3,194,874.17)	12.61%	237,906.27
			0.00		0.00			0.00

Fund : **310**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
47500	**Capital Equipment**							
940	43200		(438,400.00)	(438,400.00)	452,724.00	14,324.00	103.27%	0.00
	Machinery And Equipment		0.00		0.00			0.00
941	43200		(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00%	0.00
	Vehicles		0.00		0.00			0.00
942	44400		(35,000.00)	(35,000.00)	28,261.05	(6,738.95)	80.75%	28,261.05
	General Purpose Machinery And Equipment		0.00		0.00			0.00
942	43100		(85,000.00)	(85,000.00)	0.00	(85,000.00)	0.00%	0.00
	General Purpose Machinery And Equipment		0.00		0.00			0.00
949	42100		(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00%	0.00
	Other Machinery And Equipment		0.00		0.00			0.00
949	42200		(130,000.00)	(130,000.00)	0.00	(130,000.00)	0.00%	0.00
	Other Machinery And Equipment		0.00		0.00			0.00
952	Debt		0.00	0.00	800.00	800.00	No Budget	0.00
	Police Vehicles		0.00		0.00			0.00
952			0.00	0.00	0.00	0.00	No Budget	0.00
	Police Vehicles		0.00		0.00			0.00
954	42200		(42,000.00)	(42,000.00)	0.00	(42,000.00)	0.00%	0.00
	Radios		0.00		0.00			0.00
	Total 47500	**Capital Equipment**	**(780,400.00)**	**(780,400.00)**	**481,785.05**	**(298,614.95)**	**61.74%**	**28,261.05**
			0.00		**0.00**			**0.00**
47510	**Capital Projects**							
929	41500	150	0.00	0.00	2,838.00	2,838.00	No Budget	0.00
	Other Buildings		0.00		0.00			0.00
929	907		0.00	0.00	1,500.00	1,500.00	No Budget	0.00
	Other Buildings		0.00		0.00			0.00
929	47210		(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Other Buildings		0.00		0.00			0.00
929	44491		0.00	0.00	29,344.00	29,344.00	No Budget	0.00
	Other Buildings		0.00		0.00			0.00

Fund : **310**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
929	43100		0.00	0.00	1,425.00	1,425.00	No Budget	0.00
	Other Buildings		0.00		0.00			0.00
937	44490		0.00	0.00	(51.00)	(51.00)	No Budget	(51.00)
	Parks And Recreation Facilities		0.00		0.00			0.00
937	44400	152	0.00	0.00	9,450.00	9,450.00	No Budget	0.00
	Parks And Recreation Facilities		0.00		0.00			0.00
937	44400		(50,000.00)	(50,000.00)	495.15	(49,504.85)	0.99%	279.60
	Parks And Recreation Facilities		0.00		0.00			0.00
939	41500	150	0.00	0.00	3,798.00	3,798.00	No Budget	0.00
	Other Improvements		0.00		0.00			0.00
	Total 47510	**Capital Projects**	**(100,000.00)**	**(100,000.00)**	**48,799.15**	**(51,200.85)**	**48.80%**	**228.60**
			0.00		**0.00**			**0.00**
Total For Fund:	**310**		(880,400.00)	(880,400.00)	530,584.20	(349,815.80)	60.27%	28,489.65
			0.00		0.00			0.00

Fund : **311**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
95003	**AG Learning Center**							
254			0.00	0.00	2,012.50	2,012.50	No Budget	2,012.50
	Architectural Services		0.00		0.00			0.00
	Total 95003	**AG Learning Center**	**0.00**	**0.00**	**2,012.50**	**2,012.50**	**100.00%**	**2,012.50**
			0.00		**0.00**			**0.00**
95002	**Tiger Park - LPRF**							
937	902		0.00	0.00	(47,135.39)	(47,135.39)	No Budget	(47,135.39)
	Parks And Recreation Facilities		0.00		0.00			0.00
	Total 95002	**Tiger Park - LPRF**	**0.00**	**0.00**	**(47,135.39)**	**(47,135.39)**	**100.00%**	**(47,135.39)**
			0.00		**0.00**			**0.00**
Total For Fund:	**311**		0.00	0.00	(45,122.89)	(45,122.89)	100.00%	(45,122.89)
			0.00		0.00			0.00

Fund : **334**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41591	**Health Insurance Reimbursement**							
142	110		0.00	0.00	10,553.81	10,553.81	No Budget	5,936.99
	Hospital And Health Insurance		0.00		0.00			0.00
142	413		0.00	0.00	12,623.38	12,623.38	No Budget	7,155.21
	Hospital And Health Insurance		0.00		0.00			0.00
	Total 41591	**Health Insurance**	**0.00**	**0.00**	**23,177.19**	**23,177.19**	**100.00%**	**13,092.20**
			0.00		**0.00**			**0.00**
Total For Fund:	**334**		0.00	0.00	23,177.19	23,177.19	100.00%	13,092.20
			0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113	**Water Treatment Plant**							
121	5102		0.00	0.00	12,905.10	12,905.10	No Budget	6,856.16
	Salaries and Wages		0.00		0.00			0.00
121			(585,349.00)	(585,349.00)	92,331.99	(493,017.01)	15.77%	46,477.90
	Salaries and Wages		0.00		0.00			0.00
141	5102		0.00	0.00	956.55	956.55	No Budget	509.15
	Oasi (Employer's Share)		0.00		0.00			0.00
141			(44,779.00)	(44,779.00)	6,760.10	(38,018.90)	15.10%	3,403.90
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(86,349.00)	(86,349.00)	20,331.31	(66,017.69)	23.55%	7,039.32
	Hospital And Health Insurance		0.00		0.00			0.00
143	5102		0.00	0.00	774.31	774.31	No Budget	411.37
	Employee Retirement Plan		0.00		0.00			0.00
143			(33,567.00)	(33,567.00)	5,236.63	(28,330.37)	15.60%	2,617.04
	Employee Retirement Plan		0.00		0.00			0.00
146			(11,425.00)	(11,425.00)	0.00	(11,425.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(291.00)	(291.00)	5.63	(285.37)	1.93%	4.50
	Unemployment Insurance		0.00		0.00			0.00
148			(7,000.00)	(7,000.00)	5,922.10	(1,077.90)	84.60%	3,287.60
	Employee Education And Training		0.00		0.00			0.00
211			(700.00)	(700.00)	79.15	(620.85)	11.31%	17.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
241			(600,000.00)	(600,000.00)	56,842.69	(543,157.31)	9.47%	56,842.69
	Electric		0.00		0.00			0.00
242			(2,400.00)	(2,400.00)	301.35	(2,098.65)	12.56%	263.35
	Water		0.00		0.00			0.00
245			(20,000.00)	(20,000.00)	3,959.84	(16,040.16)	19.80%	2,643.20
	Telephone And Other Communication Services		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248			(5,000.00)	(5,000.00)	77.55	(4,922.45)	1.55%	77.55
	GPS Services		0.00		0.00			0.00
251			(3,500.00)	(3,500.00)	119.70	(3,380.30)	3.42%	119.70
	Medical Services		0.00		0.00			0.00
259			(35,000.00)	(35,000.00)	995.00	(34,005.00)	2.84%	310.00
	Contract Lab Services		0.00		0.00			0.00
261			(15,000.00)	(15,000.00)	399.00	(14,601.00)	2.66%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(8,000.00)	(8,000.00)	900.54	(7,099.46)	11.26%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(5,000.00)	(5,000.00)	101.50	(4,898.50)	2.03%	0.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(100,000.00)	(100,000.00)	1,879.81	(98,120.19)	1.88%	1,504.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
269			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Repair And Maintenance Utility Lines		0.00		0.00			0.00
271			0.00	0.00	8,308.79	8,308.79	No Budget	0.00
	Repair And Maintenance Water Tank		0.00		0.00			0.00
281	100		0.00	0.00	104,631.66	104,631.66	No Budget	51,936.00
	Repair and Maintenance Plant		0.00		0.00			0.00
281			(110,000.00)	(110,000.00)	33,166.27	(76,833.73)	30.15%	9,998.73
	Repair and Maintenance Plant		0.00		0.00			0.00
290			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
293			0.00	0.00	627.88	627.88	No Budget	340.00
	Software service		0.00		0.00			0.00
311			(10,000.00)	(10,000.00)	485.90	(9,514.10)	4.86%	56.53
	Office Supplies		0.00		0.00			0.00
312			(25,000.00)	(25,000.00)	1,709.32	(23,290.68)	6.84%	1,558.98
	Small Items Of Equipment		0.00		0.00			0.00
315			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
322			(35,000.00)	(35,000.00)	1,519.29	(33,480.71)	4.34%	306.94
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
324			(5,000.00)	(5,000.00)	254.14	(4,745.86)	5.08%	74.73
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(7,000.00)	(7,000.00)	1,661.84	(5,338.16)	23.74%	815.17
	Clothing And Uniforms		0.00		0.00			0.00
331			(25,000.00)	(25,000.00)	946.69	(24,053.31)	3.79%	946.69
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			0.00	0.00	898.72	898.72	No Budget	391.98
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(3,000.00)	(3,000.00)	959.04	(2,040.96)	31.97%	959.04
	Tires, Tubes And Etc.		0.00		0.00			0.00
335			(15,000.00)	(15,000.00)	397.52	(14,602.48)	2.65%	397.52
	Electrical Supplies		0.00		0.00			0.00
341			(4,000.00)	(4,000.00)	3,216.14	(783.86)	80.40%	2,654.86
	Consumable Tools		0.00		0.00			0.00
344			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
451			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Rock and Crushed Stone		0.00		0.00			0.00
493			(350,000.00)	(350,000.00)	39,009.14	(310,990.86)	11.15%	12,972.85
	Chemicals		0.00		0.00			0.00
533			(32,000.00)	(32,000.00)	0.00	(32,000.00)	0.00%	0.00
	Machinery And Equipment Rental		0.00		0.00			0.00
535			(10,000.00)	(10,000.00)	2,333.11	(7,666.89)	23.33%	1,399.76
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
824			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
	Intake Access Road Maintenance		0.00		0.00			0.00
941			0.00	0.00	89,853.50	89,853.50	No Budget	89,853.50
	Vehicles		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
949	5102		0.00	0.00	797.53	797.53	No Budget	485.11
	Other Machinery And Equipment		0.00		0.00			0.00
981			0.00	0.00	1,200.00	1,200.00	No Budget	1,200.00
	Water Treatment Plant		0.00		0.00			0.00
982			0.00	0.00	800.00	800.00	No Budget	800.00
	Plant Transmission Line		0.00		0.00			0.00
	Total 52113	**Water Treatment Plant**	**(2,252,560.00)**	**(2,252,560.00)**	**503,656.33**	**(1,748,903.67)**	**22.36%**	**309,533.33**
			0.00		**0.00**			**0.00**
52114	**Transmission And Distribution**							
121			(940,047.00)	(940,047.00)	145,574.23	(794,472.77)	15.49%	73,002.20
	Salaries and Wages		0.00		0.00			0.00
141			(71,914.00)	(71,914.00)	10,674.30	(61,239.70)	14.84%	5,309.32
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(159,145.00)	(159,145.00)	23,907.71	(135,237.29)	15.02%	9,248.03
	Hospital And Health Insurance		0.00		0.00			0.00
143			(53,600.00)	(53,600.00)	8,653.27	(44,946.73)	16.14%	4,356.12
	Employee Retirement Plan		0.00		0.00			0.00
146			(17,300.00)	(17,300.00)	0.00	(17,300.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(350.00)	(350.00)	42.54	(307.46)	12.15%	5.23
	Unemployment Insurance		0.00		0.00			0.00
148			(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			0.00	0.00	440.91	440.91	No Budget	17.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
245			(15,000.00)	(15,000.00)	1,864.65	(13,135.35)	12.43%	854.27
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(7,500.00)	(7,500.00)	388.20	(7,111.80)	5.18%	388.20
	GPS Services		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
249			(18,000.00)	(18,000.00)	0.00	(18,000.00)	0.00%	0.00
	GIS Mapping Services		0.00		0.00			0.00
251			(6,500.00)	(6,500.00)	22.00	(6,478.00)	0.34%	0.00
	Medical Services		0.00		0.00			0.00
259			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Contract Lab Services		0.00		0.00			0.00
261			(17,500.00)	(17,500.00)	678.02	(16,821.98)	3.87%	678.02
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(8,500.00)	(8,500.00)	933.91	(7,566.09)	10.99%	933.91
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
269	100		0.00	0.00	0.00	0.00	No Budget	0.00
	Repair And Maintenance Utility Lines		0.00		0.00			0.00
269			0.00	0.00	2,650.00	2,650.00	No Budget	0.00
	Repair And Maintenance Utility Lines		0.00		0.00			0.00
290			(45,000.00)	(45,000.00)	0.00	(45,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
293			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Software service		0.00		0.00			0.00
311			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Office Supplies		0.00		0.00			0.00
312			(18,000.00)	(18,000.00)	6,577.91	(11,422.09)	36.54%	1,773.19
	Small Items Of Equipment		0.00		0.00			0.00
316			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
	Technology Supplies		0.00		0.00			0.00
322			(500.00)	(500.00)	207.06	(292.94)	41.41%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
323			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Food		0.00		0.00			0.00
324			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
325			(1,000.00)	(1,000.00)	275.00	(725.00)	27.50%	275.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			(15,000.00)	(15,000.00)	3,013.00	(11,987.00)	20.09%	1,584.66
	Clothing And Uniforms		0.00		0.00			0.00
331			(50,000.00)	(50,000.00)	5,627.40	(44,372.60)	11.25%	5,627.40
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(22,500.00)	(22,500.00)	5,247.96	(17,252.04)	23.32%	2,831.58
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(25,500.00)	(25,500.00)	208.52	(25,291.48)	0.82%	208.52
	Tires, Tubes And Etc.		0.00		0.00			0.00
338			(200,000.00)	(200,000.00)	20,582.55	(179,417.45)	10.29%	4,624.73
	Repair Parts - Water Or Sewer Lines, Meters,		0.00		0.00			0.00
338	100		0.00	0.00	57,900.00	57,900.00	No Budget	0.00
	Repair Parts - Water Or Sewer Lines, Meters,		0.00		0.00			0.00
340			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Other Repair And Maintenance Supplies		0.00		0.00			0.00
341			(3,500.00)	(3,500.00)	308.10	(3,191.90)	8.80%	0.00
	Consumable Tools		0.00		0.00			0.00
344			(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
348			(45,000.00)	(45,000.00)	0.00	(45,000.00)	0.00%	0.00
	Water Line Upgrades		0.00		0.00			0.00
349			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Water Loss Reduction		0.00		0.00			0.00
390			(25,000.00)	(25,000.00)	1,229.82	(23,770.18)	4.92%	335.00
	Miscellaneous Supplies		0.00		0.00			0.00
392			(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
	Fire Hydrants		0.00		0.00			0.00
451			(85,000.00)	(85,000.00)	29,850.86	(55,149.14)	35.12%	13,209.64
	Rock and Crushed Stone		0.00		0.00			0.00
471			(20,000.00)	(20,000.00)	1,047.55	(18,952.45)	5.24%	483.62
	Asphalt And Asphalt Filler		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
472			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Concrete		0.00		0.00			0.00
491			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
	Direct Boring Machine		0.00		0.00			0.00
533			(2,250.00)	(2,250.00)	0.00	(2,250.00)	0.00%	0.00
	Machinery And Equipment Rental		0.00		0.00			0.00
535			(12,000.00)	(12,000.00)	3,364.53	(8,635.47)	28.04%	1,578.40
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
	Total 52114	**Transmission And**	**(2,003,556.00)**	**(2,003,556.00)**	**331,270.00**	**(1,672,286.00)**	**16.53%**	**127,324.55**
			0.00		**0.00**			**0.00**
52117	**Administration And General Expenses**							
121			(838,009.00)	(838,009.00)	126,854.06	(711,154.94)	15.14%	62,629.48
	Salaries and Wages		0.00		0.00			0.00
141			(64,108.00)	(64,108.00)	9,361.20	(54,746.80)	14.60%	4,618.03
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(120,836.00)	(120,836.00)	20,201.93	(100,634.07)	16.72%	6,890.88
	Hospital And Health Insurance		0.00		0.00			0.00
143			(48,058.00)	(48,058.00)	7,227.86	(40,830.14)	15.04%	3,564.30
	Employee Retirement Plan		0.00		0.00			0.00
146			(2,240.00)	(2,240.00)	0.00	(2,240.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
211			(94,235.00)	(94,235.00)	17,076.04	(77,158.96)	18.12%	8,470.11
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
231			(1,100.00)	(1,100.00)	0.00	(1,100.00)	0.00%	0.00
	Publication Of Legal Notices		0.00		0.00			0.00
235			(1,400.00)	(1,400.00)	0.00	(1,400.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241			(9,900.00)	(9,900.00)	1,045.29	(8,854.71)	10.56%	1,045.29
	Electric		0.00		0.00			0.00
242			(950.00)	(950.00)	107.97	(842.03)	11.37%	107.97
	Water		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	507.79	(4,492.21)	10.16%	228.55
	Telephone And Other Communication Services		0.00		0.00			0.00
251			(2,700.00)	(2,700.00)	0.00	(2,700.00)	0.00%	0.00
	Medical Services		0.00		0.00			0.00
252			(62,000.00)	(62,000.00)	4,923.75	(57,076.25)	7.94%	4,923.75
	Legal Services		0.00		0.00			0.00
253			(31,300.00)	(31,300.00)	0.00	(31,300.00)	0.00%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
255			(54,000.00)	(54,000.00)	36,215.48	(17,784.52)	67.07%	0.00
	IT and Network Services		0.00		0.00			0.00
266			(4,000.00)	(4,000.00)	163.70	(3,836.30)	4.09%	163.70
	Repair And Maintenance Buildings		0.00		0.00			0.00
288			(5,000.00)	(5,000.00)	200.00	(4,800.00)	4.00%	200.00
	Travel/Training		0.00		0.00			0.00
290			(38,620.00)	(38,620.00)	6,102.28	(32,517.72)	15.80%	2,979.22
	Other Contracted Services		0.00		0.00			0.00
293			0.00	0.00	575.76	575.76	No Budget	0.00
	Software service		0.00		0.00			0.00
311			(7,400.00)	(7,400.00)	2,038.48	(5,361.52)	27.55%	1,782.56
	Office Supplies		0.00		0.00			0.00
312			(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
313			(7,000.00)	(7,000.00)	1,146.12	(5,853.88)	16.37%	0.00
	Stationary/Forms		0.00		0.00			0.00
315			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00
323			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Food		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326			(400.00)	(400.00)	59.49	(340.51)	14.87%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
328			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Educational Supplies		0.00		0.00			0.00
390			(3,200.00)	(3,200.00)	49.63	(3,150.37)	1.55%	49.63
	Miscellaneous Supplies		0.00		0.00			0.00
520			(143,000.00)	(143,000.00)	57,918.00	(85,082.00)	40.50%	57,918.00
	Property/Liability Insurance		0.00		0.00			0.00
535			(32,250.00)	(32,250.00)	4,302.26	(27,947.74)	13.34%	2,858.85
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
540			(2,000,000.00)	(2,000,000.00)	0.00	(2,000,000.00)	0.00%	0.00
	Depreciation		0.00		0.00			0.00
552			11,627.00	11,627.00	0.00	11,627.00	0.00%	0.00
	Amortization Of Bond Premium		0.00		0.00			0.00
555			(10,000.00)	(10,000.00)	1,668.43	(8,331.57)	16.68%	970.26
	Bank Service Charges		0.00		0.00			0.00
564			(18,889.00)	(18,889.00)	0.00	(18,889.00)	0.00%	0.00
	Annual Maintenance Fee		0.00		0.00			0.00
592			(300,000.00)	(300,000.00)	0.00	(300,000.00)	0.00%	0.00
	Payments In Lieu Of Taxes		0.00		0.00			0.00
630		BD21B	(61,298.00)	(61,298.00)	0.00	(61,298.00)	0.00%	0.00
	Interest On Bond Debt		0.00		0.00			0.00
630		TMBF	(129,954.00)	(129,954.00)	0.00	(129,954.00)	0.00%	0.00
	Interest On Bond Debt		0.00		0.00			0.00
630		NEW	(107,725.00)	(107,725.00)	0.00	(107,725.00)	0.00%	0.00
	Interest On Bond Debt		0.00		0.00			0.00
630		BD21A	(64,250.00)	(64,250.00)	0.00	(64,250.00)	0.00%	0.00
	Interest On Bond Debt		0.00		0.00			0.00
630		BND12	(21,596.00)	(21,596.00)	3,643.17	(17,952.83)	16.87%	1,819.41
	Interest On Bond Debt		0.00		0.00			0.00
630		BD13B	(42,703.00)	(42,703.00)	7,199.19	(35,503.81)	16.86%	3,595.52
	Interest On Bond Debt		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
630	BND22		(108,601.00)	(108,601.00)	57,102.00	(51,499.00)	52.58%	0.00
	Interest On Bond Debt		0.00		0.00			0.00
640	CP22A		(40,481.00)	(40,481.00)	21,250.01	(19,230.99)	52.49%	0.00
	Interest On Notes		0.00		0.00			0.00
747	00001		0.00	0.00	(3.69)	(3.69)	No Budget	1.97
	Cash Over/Short		0.00		0.00			0.00
747			0.00	0.00	(0.06)	(0.06)	No Budget	0.00
	Cash Over/Short		0.00		0.00			0.00
	Total 52117	**Administration And**	**(4,496,926.00)**	**(4,496,926.00)**	**386,936.14**	**(4,109,989.86)**	**8.60%**	**164,817.48**
			0.00		**0.00**			**0.00**
52118	**Meter Department**							
121			(480,406.00)	(480,406.00)	68,709.88	(411,696.12)	14.30%	33,845.78
	Salaries and Wages		0.00		0.00			0.00
141			(36,751.00)	(36,751.00)	5,016.51	(31,734.49)	13.65%	2,469.32
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(60,742.00)	(60,742.00)	13,949.82	(46,792.18)	22.97%	4,719.85
	Hospital And Health Insurance		0.00		0.00			0.00
143			(28,524.00)	(28,524.00)	4,098.55	(24,425.45)	14.37%	2,018.72
	Employee Retirement Plan		0.00		0.00			0.00
146			(11,300.00)	(11,300.00)	0.00	(11,300.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(8,000.00)	(8,000.00)	390.00	(7,610.00)	4.88%	0.00
	Employee Education And Training		0.00		0.00			0.00
230			(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	907.84	(5,092.16)	15.13%	467.52
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(2,500.00)	(2,500.00)	232.65	(2,267.35)	9.31%	232.65
	GPS Services		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
290			(15,000.00)	(15,000.00)	499.73	(14,500.27)	3.33%	499.73
	Other Contracted Services		0.00		0.00			0.00
293			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Software service		0.00		0.00			0.00
311			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
	Office Supplies		0.00		0.00			0.00
312			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
322			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
326			(10,000.00)	(10,000.00)	1,118.48	(8,881.52)	11.18%	429.24
	Clothing And Uniforms		0.00		0.00			0.00
331			(20,000.00)	(20,000.00)	1,658.15	(18,341.85)	8.29%	1,658.15
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			0.00	0.00	121.25	121.25	No Budget	121.25
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
344			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(7,200.00)	(7,200.00)	336.92	(6,863.08)	4.68%	35.00
	Miscellaneous Supplies		0.00		0.00			0.00
391			(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00%	0.00
	Water Meters		0.00		0.00			0.00
535			(17,000.00)	(17,000.00)	1,327.04	(15,672.96)	7.81%	1,091.12
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
	Total 52118	**Meter Department**	**(924,173.00)**	**(924,173.00)**	**98,366.82**	**(825,806.18)**	**10.64%**	**47,588.33**
			0.00		**0.00**			**0.00**

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52119	**Wash Co WL**							
121			0.00	0.00	53,065.66	53,065.66	No Budget	26,378.02
	Salaries and Wages		0.00		0.00			0.00
141			0.00	0.00	3,896.22	3,896.22	No Budget	1,928.61
	Oasi (Employer's Share)		0.00		0.00			0.00
142			0.00	0.00	13,206.55	13,206.55	No Budget	5,576.71
	Hospital And Health Insurance		0.00		0.00			0.00
143			0.00	0.00	3,159.96	3,159.96	No Budget	1,570.67
	Employee Retirement Plan		0.00		0.00			0.00
147			0.00	0.00	21.00	21.00	No Budget	9.22
	Unemployment Insurance		0.00		0.00			0.00
245			0.00	0.00	103.52	103.52	No Budget	38.15
	Telephone And Other Communication Services		0.00		0.00			0.00
312			0.00	0.00	89.99	89.99	No Budget	89.99
	Small Items Of Equipment		0.00		0.00			0.00
323			0.00	0.00	237.50	237.50	No Budget	0.00
	Food		0.00		0.00			0.00
325			0.00	0.00	242.00	242.00	No Budget	0.00
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			0.00	0.00	1,465.50	1,465.50	No Budget	580.64
	Clothing And Uniforms		0.00		0.00			0.00
331			0.00	0.00	7,131.11	7,131.11	No Budget	7,131.11
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			0.00	0.00	1,928.74	1,928.74	No Budget	990.85
	Vehicle Parts And Repair		0.00		0.00			0.00
334			0.00	0.00	2,880.00	2,880.00	No Budget	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
341			0.00	0.00	692.19	692.19	No Budget	418.40
	Consumable Tools		0.00		0.00			0.00
451			0.00	0.00	10,133.39	10,133.39	No Budget	1,590.91
	Rock and Crushed Stone		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
471			0.00	0.00	3,568.72	3,568.72	No Budget	3,568.72
	Asphalt And Asphalt Filler		0.00		0.00			0.00
934	5028		0.00	0.00	42,585.57	42,585.57	No Budget	14,705.86
	Water/Sewer Imp		0.00		0.00			0.00
934	5033		0.00	0.00	91,312.70	91,312.70	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5025		0.00	0.00	201.98	201.98	No Budget	201.98
	Water/Sewer Imp		0.00		0.00			0.00
	Total 52119	**Wash Co WL**	**0.00**	**0.00**	**235,922.30**	**235,922.30**	**100.00%**	**64,779.84**
			0.00		**0.00**			**0.00**
52213	**Sewer Treatment And Disposal**							
121			(826,157.00)	(826,157.00)	123,168.69	(702,988.31)	14.91%	59,332.09
	Salaries and Wages		0.00		0.00			0.00
141			(63,201.00)	(63,201.00)	8,762.48	(54,438.52)	13.86%	4,208.94
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(166,130.00)	(166,130.00)	34,718.85	(131,411.15)	20.90%	11,791.40
	Hospital And Health Insurance		0.00		0.00			0.00
143			(49,167.00)	(49,167.00)	7,390.12	(41,776.88)	15.03%	3,559.92
	Employee Retirement Plan		0.00		0.00			0.00
146			(15,918.00)	(15,918.00)	0.00	(15,918.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(350.00)	(350.00)	8.13	(341.87)	2.32%	4.11
	Unemployment Insurance		0.00		0.00			0.00
148			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(250.00)	(250.00)	75.01	(174.99)	30.00%	17.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(10,000.00)	(10,000.00)	150.00	(9,850.00)	1.50%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
235			0.00	0.00	273.00	273.00	No Budget	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241	ADMIN		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Electric		0.00		0.00			0.00
241	LIFTS		(70,000.00)	(70,000.00)	7,355.09	(62,644.91)	10.51%	7,355.09
	Electric		0.00		0.00			0.00
241	PLANT		(150,000.00)	(150,000.00)	16,942.34	(133,057.66)	11.29%	16,942.34
	Electric		0.00		0.00			0.00
245			(26,000.00)	(26,000.00)	3,207.13	(22,792.87)	12.34%	1,495.46
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(4,000.00)	(4,000.00)	310.20	(3,689.80)	7.76%	310.20
	GPS Services		0.00		0.00			0.00
249			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	GIS Mapping Services		0.00		0.00			0.00
251			(8,000.00)	(8,000.00)	1,834.83	(6,165.17)	22.94%	1,834.83
	Medical Services		0.00		0.00			0.00
259			(20,000.00)	(20,000.00)	1,860.00	(18,140.00)	9.30%	1,501.00
	Contract Lab Services		0.00		0.00			0.00
261			(35,000.00)	(35,000.00)	325.00	(34,675.00)	0.93%	325.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262	PLANT		(45,000.00)	(45,000.00)	399.75	(44,600.25)	0.89%	128.95
	Repair And Maintenance Equipment		0.00		0.00			0.00
262	GENER		(10,000.00)	(10,000.00)	901.55	(9,098.45)	9.02%	901.55
	Repair And Maintenance Equipment		0.00		0.00			0.00
265	PLANT		(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	0.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			0.00	0.00	599.22	599.22	No Budget	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
266	COMPO		(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
266	PLANT		(15,000.00)	(15,000.00)	1,598.52	(13,401.48)	10.66%	165.90
	Repair And Maintenance Buildings		0.00		0.00			0.00
269			(40,000.00)	(40,000.00)	1,855.00	(38,145.00)	4.64%	0.00
	Repair And Maintenance Utility Lines		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
281			0.00	0.00	0.00	0.00	No Budget	0.00
	Repair and Maintenance Plant		0.00		0.00			0.00
293			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Software service		0.00		0.00			0.00
311			(1,500.00)	(1,500.00)	135.63	(1,364.37)	9.04%	89.99
	Office Supplies		0.00		0.00			0.00
312			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
315			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Information Technology Equipment		0.00		0.00			0.00
322			(30,000.00)	(30,000.00)	91.66	(29,908.34)	0.31%	91.66
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
324			(1,500.00)	(1,500.00)	344.20	(1,155.80)	22.95%	70.00
	Household And Janitorial Supplies		0.00		0.00			0.00
325			(1,000.00)	(1,000.00)	907.96	(92.04)	90.80%	699.72
	Agricultural and Horticultural Supplies		0.00		0.00			0.00
326			(15,000.00)	(15,000.00)	2,306.75	(12,693.25)	15.38%	1,425.32
	Clothing And Uniforms		0.00		0.00			0.00
331			(32,000.00)	(32,000.00)	5,055.11	(26,944.89)	15.80%	5,043.15
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			0.00	0.00	1,572.64	1,572.64	No Budget	1,024.06
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(3,000.00)	(3,000.00)	1,636.96	(1,363.04)	54.57%	1,636.96
	Tires, Tubes And Etc.		0.00		0.00			0.00
338			0.00	0.00	1,921.66	1,921.66	No Budget	577.48
	Repair Parts - Water Or Sewer Lines, Meters,		0.00		0.00			0.00
341			(5,000.00)	(5,000.00)	945.27	(4,054.73)	18.91%	160.28
	Consumable Tools		0.00		0.00			0.00
344			(5,000.00)	(5,000.00)	468.91	(4,531.09)	9.38%	132.08
	Safety Supplies		0.00		0.00			0.00
390			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
410			(1,500.00)	(1,500.00)	1,581.06	81.06	105.40%	0.00
	Concrete And Clay Products		0.00		0.00			0.00
451			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Rock and Crushed Stone		0.00		0.00			0.00
471			(8,500.00)	(8,500.00)	609.71	(7,890.29)	7.17%	0.00
	Asphalt And Asphalt Filler		0.00		0.00			0.00
472			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
	Concrete		0.00		0.00			0.00
493			(75,000.00)	(75,000.00)	4,130.58	(70,869.42)	5.51%	4,130.58
	Chemicals		0.00		0.00			0.00
494			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Pretreatment		0.00		0.00			0.00
533			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Machinery And Equipment Rental		0.00		0.00			0.00
535			(8,000.00)	(8,000.00)	1,582.77	(6,417.23)	19.78%	1,024.97
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
568			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Annual Permit Fees		0.00		0.00			0.00
820			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
	Sewer Rehabilitation		0.00		0.00			0.00
821			(100,000.00)	(100,000.00)	13,906.16	(86,093.84)	13.91%	13,210.65
	Lift Stations Maintenance		0.00		0.00			0.00
822			(30,000.00)	(30,000.00)	2,494.48	(27,505.52)	8.31%	1,244.44
	Sludge Disposal Fees		0.00		0.00			0.00
823			(3,500.00)	(3,500.00)	2,105.00	(1,395.00)	60.14%	0.00
	Electrical Maintenance Service		0.00		0.00			0.00
940			0.00	0.00	175,000.00	175,000.00	No Budget	175,000.00
	Machinery And Equipment		0.00		0.00			0.00
978			0.00	0.00	9,975.00	9,975.00	No Budget	0.00
	Sewer Pump Station A		0.00		0.00			0.00
	Total 52213	**Sewer Treatment And**	**(2,018,173.00)**	**(2,018,173.00)**	**438,506.42**	**(1,579,666.58)**	**21.73%**	**315,435.63**
			0.00		**0.00**			**0.00**

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52315	**Shop & Maintenance**							
121			(254,468.00)	(254,468.00)	39,428.76	(215,039.24)	15.49%	19,798.75
	Salaries and Wages		0.00		0.00			0.00
141			(19,466.00)	(19,466.00)	2,730.07	(16,735.93)	14.02%	1,371.49
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(60,563.00)	(60,563.00)	13,837.99	(46,725.01)	22.85%	4,694.33
	Hospital And Health Insurance		0.00		0.00			0.00
143			(15,150.00)	(15,150.00)	2,365.75	(12,784.25)	15.62%	1,187.94
	Employee Retirement Plan		0.00		0.00			0.00
146			(5,195.00)	(5,195.00)	0.00	(5,195.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(110.00)	(110.00)	0.00	(110.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
241			(12,000.00)	(12,000.00)	498.95	(11,501.05)	4.16%	498.95
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Water		0.00		0.00			0.00
244			0.00	0.00	36.48	36.48	No Budget	36.48
	Natural Gas		0.00		0.00			0.00
245			(3,200.00)	(3,200.00)	508.65	(2,691.35)	15.90%	241.58
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(300.00)	(300.00)	25.85	(274.15)	8.62%	25.85
	GPS Services		0.00		0.00			0.00
251			(2,000.00)	(2,000.00)	58.25	(1,941.75)	2.91%	58.25
	Medical Services		0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(1,100.00)	(1,100.00)	0.00	(1,100.00)	0.00%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(2,000.00)	(2,000.00)	75.00	(1,925.00)	3.75%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00

Fund : **413**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
288			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Travel/Training		0.00		0.00			0.00
290			0.00	0.00	75.00	75.00	No Budget	0.00
	Other Contracted Services		0.00		0.00			0.00
312			(12,000.00)	(12,000.00)	6,260.00	(5,740.00)	52.17%	6,260.00
	Small Items Of Equipment		0.00		0.00			0.00
324			(4,500.00)	(4,500.00)	0.00	(4,500.00)	0.00%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(3,200.00)	(3,200.00)	346.71	(2,853.29)	10.83%	163.84
	Clothing And Uniforms		0.00		0.00			0.00
331			(2,800.00)	(2,800.00)	166.46	(2,633.54)	5.95%	166.46
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(3,350.00)	(3,350.00)	190.76	(3,159.24)	5.69%	0.00
	Vehicle Parts And Repair		0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
341			(13,310.00)	(13,310.00)	62.89	(13,247.11)	0.47%	62.89
	Consumable Tools		0.00		0.00			0.00
344			(2,000.00)	(2,000.00)	337.60	(1,662.40)	16.88%	52.17
	Safety Supplies		0.00		0.00			0.00
345			(1,400.00)	(1,400.00)	0.00	(1,400.00)	0.00%	0.00
	Welding Supplies		0.00		0.00			0.00
346			(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
	Wash Bay Maintenance and Supplies		0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
535			(3,500.00)	(3,500.00)	1,136.98	(2,363.02)	32.49%	799.63
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
	Total 52315	**Shop & Maintenance**	**(429,812.00)**	**(429,812.00)**	**68,142.15**	**(361,669.85)**	**15.85%**	**35,418.61**
			0.00		**0.00**			**0.00**
Total For Fund:	**413**		(12,125,200.00)	(12,125,200.00)	2,062,800.16	(10,062,399.84)	17.01%	1,064,897.77
			0.00		0.00			0.00

Fund : **619**

Monthly Comparative: 16.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42129	**Drug Investigation And Control**							
280			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
290			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
308			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	K-9 Supplies and Training		0.00		0.00			0.00
309			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Undercover Cash		0.00		0.00			0.00
312			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
519			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Other Liability Insurance		0.00		0.00			0.00
599			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Sundry		0.00		0.00			0.00
	Total 42129	**Drug Investigation And**	**(9,500.00)**	**(9,500.00)**	**0.00**	**(9,500.00)**	**0.00%**	**0.00**
			0.00		**0.00**			**0.00**
Total For Fund:	**619**		(9,500.00)	(9,500.00)	0.00	(9,500.00)	0.00%	0.00
			0.00		0.00			0.00

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** *1-A*

SUBJECT: Special Financial Reports

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1. Current Year Property Tax
2. Property Taxes Receivable Update
3. Local Sales Tax Collections
4. Health Reimbursement Account
5. Capital Projects Fund - Governmental
6. Jonesborough Locally Grown Activity

Town of Jonesborough
Current Year Property Tax Billing
As of August 31, 2026

	Current Tax Year (2026-27)		Prior Tax Year (2025-26)	
Property Appraised and Assessed Values				
Real and Personal Property Value	1,168,412,722		1,110,290,852	
Taxable Assessed Value	329,420,849		313,036,212	
Billings				
Real and Personal	4,084,834		3,881,659	
Public Utilities	-		-	
Total Billings		4,084,834		3,881,659
Adjustments:				
Real and Personal Reductions		-		-
Real and Personal Pick-ups		-		-
Adjusted Tax Billing		4,084,834		3,881,659
Payments:				
Real, Personal and Public Utility	2.51%	(102,699)	2.84%	(110,151)
Property Tax Outstanding	97.49%	3,982,135	97.16%	3,771,508
Reconciliation to Open Tax Listing:				
Real and Personal		3,982,135		3,771,508
Public Utilities		-		-
Total Open Tax List		3,982,135		3,771,508
Difference		-		-

Town of Jonesborough
Property Taxes Receivable
As of August 31, 2026

Tax Year	Amount Billed	6/30/2026 Balance	Collected	Adjustments	8/31/2026 Balance	% Collected
2015	**1,714,059**	555	-	-	555	99.97%
2016	**1,734,978**	763	-	-	763	99.96%
2017	**1,764,377**	997	-	-	997	99.94%
2018	**1,797,636**	1,537	-	-	1,537	99.91%
2019	**1,914,327**	2,742	-	-	2,742	99.86%
2020	**1,961,968**	1,497	5	-	1,492	99.92%
2021	**2,028,891**	1,622	6	-	1,616	99.92%
2022	**2,116,289**	1,802	7	-	1,795	99.92%
2023	**2,701,691**	2,356	63	-	2,293	99.92%
2024	**2,833,572**	13,633	3,888	-	9,745	99.66%
2025	**3,926,150**	231,927	124,111		107,816	97.25%
Totals		**$ 259,431**	**$128,080**	**$ - $**	**131,351**	

2026 Real and Personal Taxes Billed	4,084,834	
2026 Public Utility Taxes Billed	-	
Collected Through 8/31/2026	(102,699)	**2.51%**
Total Adjustments:		
Reductions		
Pick-ups		
Balance 2026 Property Taxes	**3,982,135**	
Total Outstanding Property Taxes	**4,113,486**	

Town of Jonesborough
Comparative Local Sales Tax Collections

Retail Sales Month	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26	Current Month % Growth	YTD % Growth
July	$ 149,814.99	$ 146,797.86	$ 154,758.39	$ 181,234.32	$ 221,930.41	$ 226,386.30	$ 236,685.00	$ 228,015.45	$ 249,036.85	9.22%	9.22%
August	137,299.17	157,323.64	157,863.60	181,244.01	189,478.07	211,229.31	226,332.76	237,636.05	255,783.97	7.64%	8.41%
September	151,571.87	161,151.69	159,074.80	178,788.96	207,002.17	226,466.35	249,969.62	219,475.66	256,460.57	16.85%	11.12%
October	137,782.95	149,448.62	151,882.16	184,195.31	196,842.35	223,709.37	240,092.90	259,434.92	266,979.65	2.91%	8.86%
November	142,968.58	151,202.03	153,617.36	183,608.84	214,268.95	238,699.54	260,527.63	256,064.50	265,657.21	3.75%	7.77%
December	159,458.04	169,082.03	177,127.90	213,896.25	233,742.11	259,640.04	262,136.42	273,278.72	305,413.09	11.76%	8.51%
January	127,416.58	135,234.22	140,781.81	179,991.50	190,334.77	212,252.13	217,489.76	221,093.81	245,893.21	11.22%	8.86%
February	127,945.05	134,822.85	142,290.13	164,213.28	184,027.14	199,473.61	218,860.17	213,941.08	227,856.73	6.50%	8.60%
March	156,129.40	162,786.00	183,966.80	215,568.04	223,679.00	242,969.97	249,483.25	273,415.56	272,706.23	-0.26%	7.49%
April	149,219.62	156,558.86	183,153.95	204,688.52	222,063.76	320,646.71	259,799.65	267,895.51	266,332.91	-0.58%	6.61%
May	156,267.02	167,495.96	196,546.46	214,867.25	238,459.96	246,079.54	239,414.08	260,001.34	275,360.47	5.91%	6.54%
June	164,321.92	170,764.62	195,799.56	197,429.44	244,631.05	251,601.07	252,570.61	254,520.70	289,176.08	13.62%	7.15%
Totals	**$ 1,760,195.19**	**$ 1,862,668.38**	**$ 1,996,862.92**	**$ 2,299,725.72**	**$ 2,566,459.74**	**$ 2,859,153.94**	**$ 2,913,361.85**	**$ 2,964,773.30**	**$ 3,176,656.97**		

2025-26 Budget	3,094,600.00
Budgeted Growth	129,826.70
% Budgeted Growth	4.38%

Town of Jonesborough

Health Reimbursement Account

2026-27 Fiscal Year

	Fund				
Date	General	Solid Waste	Water/Sewer	Total	Balance
July Deposit	2,730.00	750.00	2,310.00	5,790.00	58,158.13
7/6/2026	(308.58)		(4,727.56)	(5,036.14)	53,121.99
7/13/2026	(3,603.11)		(160.12)	(3,763.23)	49,358.76
7/20/2026	(668.74)		(130.69)	(799.43)	48,559.33
7/27/2026	(36.39)		(449.80)	(486.19)	48,073.14
7/31/2026	(1,886.82)	750.00	(3,158.17)	(4,294.99)	
August Deposit	2,730.00	750.00	2,310.00	5,790.00	53,863.14
8/4/2026	(1,935.53)		(2,469.45)	(4,404.98)	49,458.16
8/10/2026	(66.48)		(4,080.26)	(4,146.74)	45,311.42
8/17/2026	(1,227.26)		(39.11)	(1,266.37)	44,045.05
8/24/2026	(106.90)		(365.05)	(471.95)	43,573.10
8/31/2026	(2,600.82)		(201.34)	(2,802.16)	40,770.94
8/31/2026	(3,206.99)	750.00	(4,845.21)	(7,302.20)	

6/30/2026 Balance	52,368.13
Year-to-date HRA Contributions	11,580.00
Year-to-date HRA Claims	(23,177.19)
8/31/2026 Balance	40,770.94

Town of Jonesborough

Capital Projects Fund

Fiscal Year 2025-26

As of June 30, 2026

Account Number	Description	Department	Funding Source	Budget	Year-to-Date Revenue To-Date	Year-to-Date Spent To-Date	Year-to-Date Transfers	Fund Balance
				Equipment				
310-47500-941-42200*	1 Fire Take Home Vehicle	Fire	Debt	65,000.00	65,000.00	44,856.33		20,143.67
310-47500-942-43100	Mini Excavator w/boom	Streets	Debt	65,000.00	65,000.00	89,721.41	24,721.41	-
310-47500-942-43100	Truck - Ford	Streets	General Fund	-	22,000.00	22,000.00	-	-
310-47500-942-43100	Used Backhoe Loader	Streets	Debt	60,000.00	60,000.00		(60,000.00)	-
310-47500-942-43100	Trailer for Mini Excavator	Streets	Debt		-	14,995.00	14,995.00	-
310-47500-942-43100	Milling Machine	Streets	Debt		-	17,987.40	17,987.40	-
310-47500-942-43200	Bobcat Skid Steer	Solid Waste	Savings		47,500.00	47,500.00	-	-
310-47500-942-44400	Lawn Mower	Parks & Rec	Debt	12,000.00	12,000.00			12,000.00
310-47500-942-44400	Gator for Tiger Park	Parks & Rec	Debt	15,000.00	15,000.00	14,224.60	(775.40)	-
310-47500-942-44400	Pressure Washer	Parks & Rec	Debt	5,000.00	5,000.00	5,000.00		-
310-47500-945-42100	2nd 9-1-1 Line	Police	Debt	74,884.00	74,884.00			74,884.00
310-47500-949-42100	Special Event Equipment	Police	Debt	35,000.00	35,000.00			35,000.00
310-47500-949-42200	Fit Test Machine	Fire	Debt	14,000.00	14,000.00	14,674.60	674.60	-
310-47500-949-WETLD	Pool Heater	Wetlands	Debt	50,000.00	50,000.00	24,499.00	(25,501.00)	-
310-47500-949-44320-151	Nustep T4R Cross Trainer	Senior Center	Grant		5,140.55	5,140.55		-
310-47500-952	3 Police Vehicles	Police	Auction	186,927.00	217,655.00	198,791.83	(14,823.07)	4,040.10
310-47500-952-Debt*	9 Police Vehicles	Police	Debt	560,783.00	560,783.00	575,606.07	24,823.07	10,000.00
310-47500-954-42100	Radio Replacement	Police	Debt	443,355.00	443,355.00	363,524.31		79,830.69
310-47500-954-42200	11 Portable Radios	Fire	Debt	68,310.00	68,310.00	87,020.86	18,710.86	-
310-47500-954-42200	3 Mobile Radios	Fire	Debt	22,125.00	22,125.00		(18,710.86)	3,414.14
Total Equipment				1,677,384.00	1,782,752.55	1,525,541.96	(17,897.99)	239,312.60

*Capital Outlay Note in last half of fiscal year; deferred principal and interest payments

Town of Jonesborough

Capital Projects Fund

Fiscal Year 2025-26

As of June 30, 2026

Account Number	Description	Department	Funding Source	Budget	Year-to-Date Revenue To-Date	Year-to-Date Spent To-Date	Year-to-Date Transfers	Fund Balance
				Projects				
310-47510-910-41500	Land - 217 W College St	Gen. Admin.	Debt	-		251,638.21	25,501.00	-
			Debt				86,900.00	
			Debt				122,708.26	
			Debt				16,528.95	
310-47510-910-44400	Land - Duel Lane	Parks & Rec	Grant		305,000.00	395,800.69		-
			General Fund		40,800.69			
			Water/Sewer		50,000.00			
310-47510-929-907	Agricultural Learning Center	Gen. Admin.	County	-	617,000.00			617,000.00
310-47510-929-41500	ISC HVAC Replacement	Gen. Admin.	Debt	100,000.00	100,000.00	10,000.00		90,000.00
310-47510-929-41500-150	ISC Exterior Deck Renov	Gen. Admin.	Grant	-	44,412.31	59,216.46		-
			General Fund		14,804.15			
310-47510-929-43170	Exhaust Evacuation Syst	Garage	Debt	56,841.00	56,841.00	56,840.42	(0.58)	0.00
310-47510-929-43170	Lift Replacement	Garage	Debt	61,420.00	61,420.00	61,419.64	(0.36)	0.00
310-47510-929-42200	New Fire Hall	Fire	County	-	-	2,826.00		(2,826.00)
310-47510-929-44400	Bathroom Upgrade	Parks & Rec	Debt/Civitan	10,000.00	20,000.00	22,109.74	2,109.74	-
310-47510-929-44400	Tiger Park Storage Unit	Parks & Rec	Debt	15,000.00	15,000.00		(2,008.94)	12,991.06
310-47510-929-44491	Security System	McKinney	Debt	-	-	23,845.71	23,845.71	-
310-47510-929-44491	Window Replacement	McKinney	Debt	54,500.00	54,500.00		(54,500.00)	-
310-47510-929-44491	Soundproof Curtains	McKinney	Debt	10,000.00	10,000.00		(10,000.00)	-
	Window Restoration	McKinney	Grant	-	59,460.00	59,460.00		-
	ADA Automatic Door	McKinney	Grant	-	40,195.00			40,195.00
310-47510-929-47210	Restroom Remodel	Tourism	Debt	150,000.00	150,000.00			150,000.00
310-47510-929-47210	Office Renovation	Tourism	Debt	50,000.00	50,000.00			50,000.00
310-47510-931-43100	Resurfacing	Streets	Debt	500,000.00	500,000.00	155,490.75		344,509.25
310-47510-931-43100	Connector Road	Streets	Debt	130,900.00	130,900.00		(44,000.00)	-
			Debt				(86,900.00)	
310-47510-931-43100	Traffic Signal Study	Streets	Debt	-		44,000.00	44,000.00	-
310-47510-931-43100	Tiger Way Signal	Streets	Grant		778,697.05	778,801.81		(0.00)

Town of Jonesborough

Capital Projects Fund

Fiscal Year 2025-26

As of June 30, 2026

Account Number	Description	Department	Funding Source	Budget	Year-to-Date Revenue To-Date	Year-to-Date Spent To-Date	Year-to-Date Transfers	Fund Balance
			General Fund		104.76			
310-47510-931-44320	Stairway - Parking Lot	Senior Ctr		15,000.00	15,000.00	22,463.62	(11,252.83)	-
					18,716.45			
310-47510-931-974A	First Frontier Trail	Gen. Admin.	Gov $	-	21,125.00	42,250.00		-
			Grant		21,125.00			
310-47510-933-41500	Sidewalks	Gen. Admin.	Debt	100,000.00	100,000.00	126,602.66		-
			General Fund		26,602.66			
310-47510-933-974	Sidewalks - Handrail	Gen. Admin.	Gov $	-	45,870.00	45,870.00		-
310-47510-937-44400	BrightRidge Park	Parks & Rec	Donation	-	34,284.00	1,763.68		32,520.32
310-47510-937-44400	Ballfields	Parks & Rec	Reserve	135,500.00	135,500.00			135,500.00
310-47510-937-974A	Trailhead Building	Parks & Rec	Gov $		2,362.50	4,725.00		-
			Grant		2,362.50			
310-47510-937-44490	Park Fencing	Wetlands	Debt	20,000.00	20,000.00			20,000.00
310-47510-937-44490	Pump	Wetlands	Debt			13,699.00	13,699.00	-
310-47510-937-44490	Storage Building	Wetlands	Debt			4,885.80	4,885.80	-
310-47510-937-44490	Roofing	Wetlands	Debt	50,000.00	50,000.00		(31,506.30)	18,493.70
310-47510-937-44490	Pump Room Repl	Wetlands	Debt	350,000.00	350,000.00	240,213.24	(109,786.76)	-
310-47510-939-41500	Dumpster Pad-Jackson	Gen. Admin.	Debt	50,000.00	50,000.00			50,000.00
310-47510-939-41500-150	Exterior Wall Renov-Stage	Gen. Admin.	Grant	-	47,913.54	63,885.00		-
	Door, JRT, Jackson, ISC		General Fund		15,971.46			
310-47510-992-43100	Streets Building	Streets	Debt	50,000.00	50,000.00	85,784.46	27,675.30	(0.00)
			General Fund		8,109.16			
Total Projects				1,909,161.00	4,114,077.23	2,573,591.89	17,897.99	1,558,383.33
Total Capital Projects Fund				3,586,545.00	5,896,829.78	4,099,133.85	0.00	1,797,695.93

Jonesborough Locally Grown
Profit and Loss by Class
January-July, 2026

	Boone St Mkt	Farmers Mkt	Locally Grown	Total
Income				
Fundraising Events				
Farm to Table Dinner Sponsors			14,900.00	14,900.00
Farm to Table Dinner Ticket Sales			24,832.67	24,832.67
Special Dinners/Events			3,326.32	3,326.32
Sponsorships		9,700.00	2,500.00	12,200.00
Total for Fundraising Events	**$0.00**	**9,700.00**	**45,558.99**	**$55,258.99**
Grants				
FMPP (USDA)			23,353.36	23,353.36
TAEP (thru TDA)		1,400.00		1,400.00
Total for Grants	**$0.00**	**1,400.00**	**23,353.36**	**$24,753.36**
Memberships			8,524.42	8,524.42
Other Contributions				
Credit card cash back			400.00	400.00
Donation - general	562.96	5.25	11,779.76	12,347.97
Donations - designated	400.00			400.00
Farm Fresh Fit Walking Program		4,200.00		4,200.00
Interest Earned			159.19	159.19
Total for Other Contributions	**962.96**	**4,205.25**	**12,338.95**	**$17,507.16**
Program Service Revenue				
Local food sales	83,029.40	481.00		83,510.40
BSM Kitchen Sales	17,194.29			17,194.29
DTC Sales	99,449.21			99,449.21
DUFB Reimbursement	84.00	408.00		492.00
NKC Reimbursement		807.00		807.00
Online Market Sales	24.41			24.41
Produce Prescription Reimbursement	34.00	9,542.00		9,576.00

Token Sales for FM		7,335.00		7,335.00
Wholesale Sales	60,194.28			60,194.28
Total for Local food sales	**260,009.59**	**18,573.00**	**$0.00**	**$278,582.59**
Program Fee Income				
Vendor Fees	2,515.40	4,327.47		6,842.87
Total for Program Fee Income	**2,515.40**	**4,327.47**	**$0.00**	**$6,842.87**
Total for Program Service Revenue	**262,524.99**	**22,900.47**	**$0.00**	**$285,425.46**
Sales of Promotional Products (Merchandise)	202.49	205.00	75.00	482.49
Total for Income	**263,690.44**	**38,410.72**	**89,850.72**	**$391,951.88**
Expenses				
Administrative				
Accounting Fees			1,380.00	1,380.00
Donor Management Software Fee/Expense			1,769.76	1,769.76
Insurance				
Board of Directors Insurance (Mt. Vernon/USLI)			168.20	168.20
Liability Insurance (Auto Owners)			168.20	168.20
Total for Insurance	**$0.00**	**$0.00**	**336.40**	**$336.40**
Postage, Mailing Service			7.24	7.24
Professional memberships		50.00	875.47	925.47
Taxes and License Fees				
Sales Tax Paid	8,215.00		1,207.00	9,422.00
Total for Taxes and License Fees	**8,215.00**	**$0.00**	**1,207.00**	**$9,422.00**
Total for Administrative	**8,215.00**	**50.00**	**5,575.87**	**$13,840.87**
Facilities and Equipment				
Property Expense				
Furnishings	2,077.00			2,077.00
Maintenence and Repair Costs	719.51			719.51
Total for Property Expense	**2,796.51**	**$0.00**	**$0.00**	**$2,796.51**
Utilities				
Electric	5,035.95			5,035.95
Gas	1,290.11			1,290.11
Phone/internet	715.80			715.80

Water	849.06			849.06
Total for Utilities	**7,890.92**	**$0.00**	**$0.00**	**$7,890.92**
Total for Facilities and Equipment	**10,687.43**	**$0.00**	**$0.00**	**$10,687.43**
Office/General Administrative Expenses			13.28	13.28
Operations				
Bank and Credit Card Fees	6,663.19	232.23	980.74	7,876.16
Farm to Table Dinner Expenses				
FTT Food			2,182.77	2,182.77
Total for Farm to Table Dinner Expenses	**$0.00**	**$0.00**	**2,182.77**	**$2,182.77**
Membership Expense			29.50	29.50
Musicians	180.00	1,055.00		1,235.00
Program Expense (food)				
Donation In-Kind (JAMA)	20.63			20.63
DTC	119,156.31			119,156.31
Kitchen	10,191.49			10,191.49
Wholesale	70,148.32	140.00		70,288.32
Total for Program Expense (food)	**199,516.75**	**140.00**	**$0.00**	**$199,656.75**
Program Expense (non-food)				
Token Payments for FM	272.00	14,954.00		15,226.00
Total for Program Expense (non-food)	**272.00**	**14,954.00**	**$0.00**	**$15,226.00**
Promotions				
Advertising		925.00	811.64	1,736.64
Promotional Products (t-shirts, totes, cookbooks)			728.77	728.77
Total for Promotions	**$0.00**	**925.00**	**1,540.41**	**$2,465.41**
Service Expenses				
Dishwasher	2,473.41			2,473.41
Kitchen Linens	1,007.50			1,007.50
Pest Control	126.00			126.00
Shopkeep	1,114.00			1,114.00
Subscriptions/Shopping Memberships			129.00	129.00
Web hosting/services			482.12	482.12
Total for Service Expenses	**4,720.91**	**$0.00**	**611.12**	**$5,332.03**

Special Dinner Expenses		500.00	987.59	1,487.59
Supplies				
Food Service Consumables	1,110.95			1,110.95
Kitchen Supplies	421.78			421.78
Office Supplies	538.31		97.28	635.59
Paper Products	793.61			793.61
Total for Supplies	**2,864.65**	**$0.00**	**97.28**	**$2,961.93**
Total for Operations	**214,217.50**	**17,806.23**	**6,429.41**	**$238,453.14**
Personnel Expenses	29.00			29.00
Employees				
Hourly	45,778.51		21,085.08	66,863.59
Salaried				
IRA match	1,645.32		1,576.22	3,221.54
Total for Salaried	**1,645.32**	**$0.00**	**1,576.22**	**$3,221.54**
Total for Employees	**47,423.83**	**$0.00**	**22,661.30**	**$70,085.13**
Payroll Expense			19,334.98	19,334.98
Unemployment Tax (SUTA)			60.44	60.44
Total for Payroll Expense	**$0.00**	**$0.00**	**19,395.42**	**$19,395.42**
Workers Comp Insurance (AccidentFund)			1,261.00	1,261.00
Total for Personnel Expenses	**47,452.83**	**$0.00**	**43,317.72**	**$90,770.55**
Total for Expenses	**280,572.76**	**17,856.23**	**55,336.28**	**$353,765.27**
Net Operating Income	**-16,882.32**	**20,554.49**	**34,514.44**	**$38,186.61**

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** 2

SUBJECT: Mayor Communications

- Customer Appreciation Letter
- Employee of the Month

13 August 2026

Director
Jonesborough Water Department
123 Boone St
Jonesborough, TN
37659-1345

I am writing to express my thanks for the great support I received from your department regarding a higher-than-normal water bill we recently received. If the support I received is any indication, you have every reason to be proud of your department.

I was initially pleased that I could actually speak with someone by the phone without going through a challenging answering system. The person who took my call was most courteous in responding to my inquiry. She explained the process and made sure I had all my questions answered and that steps would be taken to help me resolve the problem.

I was also pleased with the visit by one of your specialists, Tim. He not only looked at our meter, he walked with me through our house to see if we could identify the sources of the higher bill for the period 6/25 – 7/24. Tim was very knowledgeable and courteous as he examined the different water fixtures in our house. He provided suggestions and even identified the possible source of the problem. He returned the next day and took the time with special charts he had developed to further examine our system and explain what probably had occurred. I feel confident that the problem can now be solved due to the help your department provided. I am indebted to Tim for his excellent work.

I again thank you for the support and encourage you by simply saying, "keep on, keeping on".

Sincerely,

John R. Cary, Jr.

CF: Mayor, Jonesborough, TN

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.1

SUBJECT: Approval of Minutes

- August 10, 2026 Regular Meeting Minutes

BOARD OF MAYOR AND ALDERMEN
PUBLIC HEARING

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

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

1. An Ordinance amending the Jonesborough Municipal Code Title 4, Chapter 1, Building Code to Implement a $40.00 Re-Inspection Fee.

2. An Ordinance amending the FY2025-26 Budget for the General Fund, Solid Waste Fund, Jackson Theatre Fund, Debt Service Fund and the Capital Projects Fund.

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

JANET JENNINGS, RECORDER	KELLY WOLFE, MAYOR

BOARD OF MAYOR AND ALDERMEN
REGULAR MEETING MINUTES

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

The Board of Mayor and Aldermen (BMA) resumed their recessed Regular Session on Monday, August 10, 2026, at 6:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

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

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

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

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

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

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

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

The next item was the Consent Agenda. Mayor Wolfe asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There being none, Alderman Countermine made a motion to approve the Consent Agenda as presented. Alderman Dickson seconded the motion. The motion duly passed.

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

Check Register - General Fund - July 2026

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

Check Register- Water Fund July 2026

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

Check Register -Sanitation Fund - July 2026

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

3. Approve the following Town Administrator Report:

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

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

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

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

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

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

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

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

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

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

INTERSECTION: Hwy 11-E/Second Avenue

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

INTERSECTION: Hwy 11-E/Forest Drive

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

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

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

INTERSETION: Hwy 11-E/Headtown Road

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

SIGNAL HEAD UPGRADES:

Hwy 11-E/Baileigh Lynn Loop/Lowes

		Timeline for Completion
Replace signal controllers to Yunex model.		*Completed*

Hwy 11-E/Headtown Road

		Timeline for Completion
Replace signal controllers to Yunex model.		*Completed*

5. Approve Committee Reports: McKinney Center Advisory Minutes; Main Street Committee Minutes.

6. Approve Supervisor Reports: McKinney Center, Human Resources, Visitors Center, Fire Department, Jackson Theatre, Senior Center, Utilities, Parks & Recreation, Solid Waste, Public Safety, and Building Inspector.

7. Approval of BrightRidge Board Appointment – The Town's representative on the BrightRidge Board of Directors, Mr. Andy Dietrich, resigned from the Board and Mr. Tom Foster has been recommended to fill the vacancy through the remainder of Mr. Dietrich's term of September 2028.

8. Approval of Hiring the Street Director – Recently the Town has been without a Director and Assistant Director in the Street Department. During this transition period, Mr. James Walden has been serving in an interim capacity. The Street Department Director position was advertised for two weeks on the Town website and our internal recruitment board. We received a total of ten applications. Of those applicants, two were current Town employees who did not meet the minimum qualifications; one was a qualified Town employee, and two external applicants also met the qualifications for the position. The interview panel consisted of Town Administrator Glenn Rosenoff, Operations Manager Craig Ford and Human Resources Director Michelle Stewart. After completing interviews, the panel's recommendation is the appointment of William "Billy" Miller as the Street Department Director. Mr. Miller possesses the qualifications and experience necessary to lead the department. He holds a Class A CDL and previously served as Public Works Director in Sheridan County, Wyoming. He has been employed with the Town since March 2025 and has maintained a strong employment record, including excellent attendance and performance. The recommendation is to hire Mr. Miller at Grade 19, Step 1 or an annual salary of $75,238.00, as well as a step increase to Step 2 upon successful completion of TDOT certifications to remain eligible for TDOT Local Programs.

9. Approval of Job Description-Marketing Coordinator, Part-Time, Jackson Theatre – During the FY27 budget, the BMA approved a part-time Marketing Coordinator position for the Jackson Theatre. This position is "capped" at 22 hours per week, and is Grade 8, Step 1 at $23.84 per hour. Currently, the Marketing Coordinator position has been contracted, and this would create the position as a part-time employee of the Town coordinating the marketing and social media functions for the theatre. Due to this being a new position it is necessary to have approval of the job description.

MARKETING COORDINATOR

JOB STATUS: PART TIME, NON-EXEMPT

DATE MODIFIED:

GRADE 8

DEFINITION

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

SUPERVISION RECEIVED AND EXERCISED

Direct supervision is received from the Jackson Theatre Operations Manager.

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

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

Essential Function:

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

Marginal Functions:

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

KNOWLEDGE SKILLS AND ABILITIES

Knowledge of:

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

Skill in:

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

Ability to:

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

REQUIRED QUALIFICATIONS:

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

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

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

Environment:

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

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

Vision:
See in the normal visual range with or without correction.

Hearing:
Hear in the normal audio range with or without correction.

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

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

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

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

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

CODE ENFORCEMENT OFFICER

JOB STATUS: PART TIME, NON-EXEMPT

DATE MODIFIED:

GRADE 7

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

DEFINITION

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

SUPERVISION RECEIVED AND EXERCISED

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

ESSENTIAL AND MARGINAL FUNCTION STATEMENTS

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

Essential Function:

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

Marginal Functions:

1. Performs related duties and responsibility as needed.

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

KNOWLEDGE AND ABILITIES

Knowledge of:

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

Ability to:

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

REQUIRED QUALIFICATIONS:

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

PHYSICAL DEMANDS AND WORKING ENVIRONMENT:

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

Environment:

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

Physical:

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

Mental:

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

Vision:

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

Hearing:

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

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

GovDeals liquidation Requests 8-10-26

Three old buckets.

2005 Chevy van lost transmission.

Engine frozen water damage.

2007 F350 bad engine & transmission.

2004 chevy totaled

2006 garbage truck discontinued

Old Projector

Fax Machine

Lateral File Cabinet

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

A PROCLAMATION RECOGNIZING

OVERDOSE AWARENESS DAY

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

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

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

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

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

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

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

Overdose Awareness Day

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

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

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

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

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

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

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

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

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

Street Closures requested:

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

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

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

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

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

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

    Additional requests include:

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

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

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

THIS LEASE AGREEMENT made and entered into on this the 12th day of August, 2026 by and between the Town of Jonesborough BOARD OF MAYOR AND ALDERMAN, hereinafter known and referred to as "Lessor;" and Adam Depew, hereinafter known and referred to as "Lessee."

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

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

In consideration whereof, the parties hereto have agreed and bind themselves, their heirs, successors, and assigns, upon the following terms and conditions, which shall constitute, govern, and control the relationship between the parties hereto, the same being inseparable parts to this agreement, to-wit:

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

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

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

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

Town of Jonesborough Board of Mayor and Aldermen

Kelly Wolfe, Mayor

ATTEST:

Janet Jennings, Town Recorder

APPROVED AS TO FROM:

James Wheeler, Town Attorney

Lessee:

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

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

ORDINANCE NO. 2026-09

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

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

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

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

SCHEDULE OF PERMIT FEES

BUILDING PERMIT FEES

TOTAL VALUATION	FEE
Calculate the Sum Total Valuation of the project:	Multiply the Sum Total Valuation of the project by 0.85%

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

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

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

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

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

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

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

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

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

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

OFF-PREMISES OUTDOOR ADVERTISING SIGN FEE (Ordinance 2024-14)
Off-Premises Outdoor Advertising sign fees, including billboards, are calculated based on the sum valuation of the signage project multiplied by 0.85%.

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

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

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

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

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

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

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

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

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

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

Plan Review Fees

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

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

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

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

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

Those voting against:

PASSED ON FIRST READING July 13, 2026

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against:

PASSED ON SECOND READING August 10, 2026

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

ORDINANCE NO. 2026-08

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

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

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

	Current Budget	Increase/ (Decrease)	Amended Budget
General Fund			
Revenues			
Local Taxes	7,714,039	110,576	7,824,615
Licenses and Permits	394,000	-	394,000
Intergovernmental	1,495,482	826,271	2,321,753
Charges for Services	800,000	29,000	829,000
Fines and Forfeitures	251,750	-	251,750
Revenue from Use of Property	2,839,930	154,000	2,993,930
Contributions and Restricted Revenues	212,500	3,000	215,500
Uses of Money and Property	25,000	-	25,000
Other Revenues	227,500	22,000	249,500
Other Financing Sources			
Issuance of Debt/Debt Proceeds	-	-	-
Sale of Capital Assets	-	106,000	106,000
Transfers In - from other funds	300,000	-	300,000
Total Revenues and Other Financing Sources	**14,260,201**	**1,250,847**	**15,511,048**
Appropriations			
Expenditures			
Government Administration	1,622,697	-	1,622,697
Police	2,517,015	-	2,517,015
Fire	936,866	400,000	1,336,866
Streets	1,185,925	314,598	1,500,523
Garage	187,703	-	187,703
Senior Center	865,348	-	865,348
Parks and Recreation	994,889	283,200	1,278,089
Visitor's Center	1,081,016	-	1,081,016
Water Park	548,317	108,000	656,317
McKinney Center	527,951	22,000	549,951
Capital Outlay	-	-	-
Other Financing Uses			
Transfers Out - to other funds	3,927,974	123,049	4,051,023
Total Appropriations	**14,395,701**	**1,250,847**	**15,646,548**
Change in Fund Balance	**(135,500)**	**-**	**(135,500)**

	Current Budget	Increase/ (Decrease)	Amended Budget
Solid Waste Fund			
Revenues			
Charges for Services	935,323	37,000	972,323
Other Financing Sources			
Sale of Capital Assets	-	7,945	7,945
Transfers In - from other funds	59,474	-	59,474
Total Revenues and Other Financing Sources	**994,797**	**44,945**	**1,039,742**
Appropriations			
Expenditures			
Salaries and Benefits	496,051	-	496,051
Operations	393,450	37,000	430,450
Capital Outlay	-	7,945	7,945
Other Financing Uses			
Transfers Out - to other funds	105,296	47,500	152,796
Total Appropriations	**994,797**	**92,445**	**1,087,242**
Change in Fund Balance	**-**	**(47,500)**	**(47,500)**
Jackson Theatre Fund			
Revenues			
Intergovernmental	-	37,000	37,000
Charges for Services	286,000	(44,500)	241,500
Revenue from Use of Property	25,000	26,000	51,000
Contributions and Restricted Revenues	127,000	(44,500)	82,500
Other Revenues	12,000	(10,200)	1,800
Other Financing Sources			
Transfers In - from other funds	461,483	99,000	560,483
Total Revenues and Other Financing Sources	**911,483**	**62,800**	**974,283**
Appropriations			
Expenditures			
Salaries and Benefits	337,956	34,500	372,456
Operations	439,500	(26,700)	412,800
Other Financing Uses			
Transfers Out - to other funds	175,027	-	175,027
Total Appropriations	**952,483**	**7,800**	**960,283**
Change in Fund Balance	**(41,000)**	**55,000**	**14,000**

	Current Budget	Increase/ (Decrease)	Amended Budget
Debt Service Fund			
Other Financing Sources			
Issuance of Debt/Debt Proceeds	-	1,200,000	1,200,000
Transfers In - from other funds	3,611,314	(120,000)	3,491,314
Total Other Financing Sources	**3,611,314**	**1,080,000**	**4,691,314**
Appropriations			
Expenditures			
Debt Service	3,611,314	1,080,000	4,691,314
Total Appropriations	**3,611,314**	**1,080,000**	**4,691,314**
Change in Fund Balance	**-**	**-**	**-**
Capital Projects Fund			
Revenues			
Intergovernmental	-	1,174,708	1,174,708
Contributions and Restricted Revenues	-	34,284	34,284
Other Financing Sources			
Issuance of Debt/Debt Proceeds	3,264,118	-	3,264,118
Sale of Capital Assets	186,927	-	186,927
Transfers In - from other funds	135,500	241,549	377,049
Total Revenues and Other Financing Sources	**3,586,545**	**1,450,541**	**5,037,086**
Appropriations			
Expenditures			
Capital Outlay	3,586,545	1,450,541	5,037,086
Total Appropriations	**3,586,545**	**1,450,541**	**5,037,086**
Change in Fund Balance	**-**	**-**	**-**

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

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

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

Those voting against:

PASSED ON FIRST READING July 13, 2026

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against:

PASSED ON SECOND READING August 10, 2026

KELLY WOLFE, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

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

RESOLUTION NO. 2026-18

INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED $16,833,000 WATER SYSTEM REVENUE AND TAX BONDS, IN ONE OR MORE SERIES, OF THE TOWN OF JONESBOROUGH, TENNESSEE, TO PROVIDE FUNDING FOR CERTAIN PUBLIC WORKS PROJECTS AND TO FUND THE INCIDENTAL AND NECESSARY EXPENSES RELATED THERETO

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

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

SECTION 1. That for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water transmission lines of the water system of the Municipality (the "System"); the acquisition of all property real and personal, appurtenant thereto or connected with such work; to pay legal, fiscal, administrative, architectural and engineering costs; to reimburse the Municipality for the costs of the above project; and to pay costs incident to the issuance and sale of the Bonds, the issuance of the Bonds of the Municipality in the aggregate principal amount of not to exceed Sixteen Million Eight Hundred Thirty-Three Thousand Dollars ($16,833,000) is hereby authorized. The Bonds shall be issued at a date or dates, at a rate or rates of interest not to exceed the maximum rate allowed by law, and upon terms and conditions to be later determined.

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

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

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

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

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

MAYOR

ATTEST:

TOWN RECORDER

NOTICE

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

STATE OF TENNESSEE)

COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Municipality"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of an Initial Resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen of said Municipality held on August 10, 2026; (2) that I have compared said copy with the original minute record of said meeting in my official custody; (3) that said copy is a true, correct, and complete transcript from said original record insofar as said original record relates to, among other matters, the authorization of the issuance of not to exceed $16,833,000 Water System Revenue and Tax Bonds, in one or more series, of said Municipality; (4) that the actions by the said Board of Mayor and Aldermen including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board of Mayor and Aldermen was present and acting throughout the meeting.

WITNESS my official signature and seal of said Municipality this 10th day of August, 2026.

TOWN RECORDER

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

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

RESOLUTION 2026-19

A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF NOT TO EXCEED $16,833,000 WATER SYSTEM REVENUE AND TAX BONDS, IN ONE OR MORE SERIES, BY THE TOWN OF JONESBOROUGH, TENNESSEE; AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES PRIOR TO THE ISSUANCE OF THE BONDS; AND AUTHORIZING THE LEVY OF TAXES TO PAY THE BONDS AND NOTES.

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

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

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

WHEREAS, the United States Department of Agriculture, acting through Rural Development ("Rural Development"), has issued to the Municipality its Letter of Conditions dated May 4, 2026, as amended (the "Letter of Conditions"), in which it has agreed to purchase the bonds on terms and conditions favorable to the Municipality and its citizens; and

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

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

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

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

"Bonds" shall mean the not to exceed $16,833,000 Water System Revenue and Tax Bonds, in one or more series, of the Municipality, authorized to be issued by this resolution.

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

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

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

"Fiscal Year" shall mean the Municipality's fiscal year.

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

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

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

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

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

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

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

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

(a) General Terms. The Governing Body hereby authorizes the issuance of water system revenue and tax bonds, in one or more series, of the Municipality in an aggregate principal amount up to $16,833,000 (the "Bonds"). The Bonds shall be numbered R-1 upwards for each series, with such series designations as determined by the officials of the Municipality executing such Bonds. The Bonds shall be issued to Rural Development in exchange for the payment of a price equal to 100% of the par amount thereof.

(i) The Bonds shall be issued to:

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

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

(3) pay costs of issuing the Bonds.

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

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

(iv) The Bonds shall consist of a fully registered bond in the principal amount of not to exceed Sixteen Million Dollars ($16,833,000) numbered R-1. The Bonds shall bear interest at a rate not to exceed 3.75% per annum and shall be payable in not more than 480 equal monthly installments of principal and interest in an amount sufficient to fully amortize the Bonds over the period of such installments. The first installment of debt service on such Bonds shall be due and payable one month following the date of issuance, but in no event later than the 28th day of the month of such first payment, and all subsequent installments shall be due and payable on the same day of each month thereafter. The approximate annual aggregate principal and interest requirement on the Bonds is calculated as not to exceed Sixty-Seven Thousand Eight Hundred Thirty-Seven Dollars ($67,837), assuming an interest rate of three and seventy-five hundredths percent (3.75%). In all events, the final installment shall be in the amount of the entire unpaid balance of principal and interest on the Bonds. All payments of principal and interest on such Bonds shall be made directly to the registered owner thereof at its address shown on the bond registration records of the Municipality, without, except for final payment, the presentation or surrender of such Bonds, and all such payments shall discharge the obligation of the Municipality in respect of such Bonds to the extent of the payments so made. The records of the owner of the Bonds shall be conclusively presumed to be correct with respect to amounts of payments made and outstanding principal balance. Upon final payment, the Bonds shall be submitted to the Town Recorder of the Municipality (the "Town Recorder"), as bond registrar, for cancellation.

(b) The Mayor is hereby authorized to cause the Bonds to be issued in an aggregate principal amount less than $16,833,000 if it is determined that the full amount of the Bonds is not needed to pay authorized costs. The Mayor and Town Recorder are authorized to execute and deliver the Bonds, to execute such certificates and documents and to take such other actions as they shall deem necessary in connection with the sale and delivery of the Bonds.

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

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

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

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

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

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

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

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

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

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

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

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

(g) If the Notes are sold in more than one series, the Mayor is authorized to cause to be sold in each series an aggregate principal amount of Notes less than that shown authorized in Section 4 hereof for each series, and to make corresponding adjustments to the maturity dates of each series designated herein; provided, however, that the total aggregate principal amount of all series issued does not exceed the total aggregate amount of Notes authorized to be issued hereunder.

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

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

Section 5. **Security and Source of Payment of the Bonds and Notes**. The Bonds shall be payable primarily from and be secured by a pledge of the Net Revenues to be derived from the operation of the System, and are hereby declared to be equally and ratably secured, subject to a prior pledge of such Net Revenues to Prior Outstanding Obligations, by a pledge of such Net Revenues. In the event of a deficiency in such Net Revenues, the Bonds shall be payable from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality without limitation as to time, rate, or amount. Said Bonds shall be a direct general obligation of the Municipality, for which the punctual payment of the principal and interest on the Bonds, the full faith and credit of the Municipality is hereby irrevocably pledged. The Notes shall be paid from proceeds of the Bonds. In the event such proceeds are unavailable, the Notes shall be secured and payable in exactly the same manner as the Bonds.

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

(Form of Bonds)

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

R-__ $_____

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

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

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

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

This Bond is one of a series of bonds known as "Water System Revenue and Tax Bonds, Series ____", issued by the Municipality in the aggregate principal amount of $_____. This Bond is issued by the Municipality for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water transmission lines of the water system of the Municipality (the "System"), under and in full compliance with the constitution and statutes of the State of Tennessee, including Sections 9-21-101, et seq., Tennessee Code Annotated, and pursuant to a resolution duly adopted by the Board of Mayor and Aldermen of the Municipality on the 10th day of August, 2026 (the "Resolution").

This Bond shall be payable primarily from and be secured by a pledge of the Net Revenues to be derived from the operation of the System, and is hereby declared to be equally and ratably secured, subject to a prior pledge of such Net Revenues to Prior Outstanding Obligations, by a pledge of such Net Revenues. In the event of a deficiency in such Net Revenues, this Bond shall be payable from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality without limitation as to time, rate, or amount. This Bond shall be a direct general obligation of the Municipality, for which the punctual payment of principal and interest on this Bond, the full faith and credit of the Municipality is hereby irrevocably pledged. For a more complete statement of the terms and conditions upon which this Bond is payable, the general covenants and provisions pursuant to which this Bond is issued and the terms upon which the above described resolution may be modified, reference is hereby made to the Resolution.

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

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

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

TOWN OF JONESBOROUGH, TENNESSEE

FORM ONLY – DO NOT SIGN
Mayor

ATTEST:

FORM ONLY – DO NOT SIGN
Town Recorder

(SEAL)

(End of Form of Bonds)

Section 7. **Levy of Tax**. For the purpose of providing for the payment of the principal and interest on the Bonds, there is hereby pledged for such payment the Net Revenues derived from the operation of the System, in amounts not exceeding the amounts required to make such payments as they come due. In the event of a deficiency in the Net Revenues there shall be levied in each year in which such Bonds shall be outstanding a direct tax on all taxable property in the Municipality, fully sufficient to pay all such principal and interest falling due prior to the time of collection of the next succeeding tax levy. Said tax shall be assessed, collected, and paid at the time, and in the same manner, as the other taxes of said Municipality, shall be in addition to all other taxes, and shall be without limitation as to time, rate, or amount; provided, however, that the tax so levied in any year may be proportionately reduced by the amount of money actually on hand from the Net Revenues of the System and available for payment of such principal and interest. The Governing Body of the Municipality is required by law and shall and does hereby pledge to levy such tax. Principal and interest falling due at any time when there shall be insufficient funds on hand from such tax levy for the payment thereof shall be paid from the general fund or other available funds of the Municipality, but reimbursement therefor may be made from the taxes herein provided when the same shall have been collected and used solely for the payment of principal and interest on the Bonds, as the same shall become due.

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

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

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

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

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

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

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

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

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

Section 13. **Resolution a Contract**. The provisions of this resolution shall constitute a contract between the Municipality and the owners of the Bonds and the Notes, and after the issuance of either the Bonds or Notes, no change, variation or alteration of any kind in the provisions of this resolution shall be made in any manner, except as provided in the following Section, until such time as the Bonds and Notes and interest due thereon shall have been paid in full.

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

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

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

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

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

Section 19. **Separability**. If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

Section 20. **Repeal of Conflicting Resolutions and Effective Date**. All other resolutions and orders, or parts thereof, in conflict with the provisions of this resolution, are, to the extent of such conflict, hereby repealed and this resolution shall be in immediate effect from and after its adoption.

[signature page follows]

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

TOWN OF JONESBOROUGH, TENNESSEE

Mayor

ATTEST:

Town Recorder

STATE OF TENNESSEE)

COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Municipality") and, as such official, I further certify as follows: (1) that attached hereto is a true, correct and complete copy of a resolution adopted by the Board of Mayor and Aldermen of the Municipality at its August 10, 2026 meeting; and (2) that a quorum of the members of the Board of Mayor and Aldermen was present and acting throughout said meeting.

WITNESS my official signature and the seal of the Municipality, this 10th day of August, 2026.

Janet Jennings

Town Recorder

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

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

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

RESOLUTION NO. 2026-20

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

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

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

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

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

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

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

NOTICE

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

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

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

Mayor

Attest:

Town Recorder

STATE OF TENNESSEE)
COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Town"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board"), of said Town held on August 10, 2026; (2) that I have compared said copy with the original minute record of said meeting in my official custody; (3) that said copy is a true, correct, and complete transcript from said original record insofar as said original record relates, to, among other matters, the borrowing of funds and the incurring of indebtedness in the amount of not to exceed $2,000,000 by said City; (4) that the actions by said Board including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

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

Town Recorder

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

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

RESOLUTION NO. 2026-21

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Mayor

Attest:

Town Recorder

STATE OF TENNESSEE)
COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Town"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of a resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen (the "Board"), of said Town held on August 10, 2026; (2) that I have compared said copy with the original minute record of said meeting in my official custody; (3) that said copy is a true, correct, and complete transcript from said original record insofar as said original record relates, to, among other matters, the borrowing of funds and the incurring of indebtedness in the amount of not to exceed $2,000,000 by said City; (4) that the actions by said Board including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board was present and acting throughout said meeting.

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

Town Recorder

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

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

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

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

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

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

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

INTER-LOCAL AGREEMENT

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

RECITALS

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

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

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

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

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

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

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

WITNESSETH:

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

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

DRAFT

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

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

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

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

a. Continued failure to make payment on or before the required due date per the Agreement,

b. Failure to provide the County with the required deliverables and reporting requirements as mentioned under Section 6 of the Agreement (A-1) memorializing this Loan ,

c. Providing false or misleading information to the County, TEMA or FEMA,

d. The Use of Funds for ineligible and unapproved expenditures,

e. Failure to obtain all appropriate federal, state, and local environmental permits and clearances, or

f. The filing of a Bankruptcy by the Town.

APPLICABLE LAW

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

AMENDMENTS TO AGREEMENT

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

TERMINATION

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

EFFECTIVE DATE

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

IN TESTIMONY WHEREOF the parties have hereunto set their hands and seals on this this ____ day of _____, 2026 binding themselves, representatives, successors and assigns.

THIS INSTRUMENT HAS BEEN EXECUTED IN DUPLICATE, EITHER OF WHICH MAY BE TREATED AS AN ORIGINAL.

ATTEST:

MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE

By: _____
Name: _____
Title: _____
_____

_____

By: _____
Name:

Title:

Approved as to form only:

_____
Name:_____
Title:_____

ATTEST:

WASHINGTON COUNTY, TENNESSEE

By: _____
Name: _____
Title: _____
_____

_____

By: _____
Name:

Title:

Approved as to form only:

_____
Name:_____
Title:_____

DRAFT

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

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

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

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

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

This Instrument Prepared By:
_____
_____
_____
_____

DECLARATION OF RESTRICTIVE COVENANTS

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

RECITALS:

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

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

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

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

1. All information released about the Property shall contain the following statement: "This project was funded in part by the Tennessee Heritage Conservation Trust Fund."

2. There will be placed on entry to the Property signs that state: "This property was funded in part by the Tennessee Heritage Conservation Trust Fund."

3. The Property is encumbered with the following restrictions which shall run with the land, continue in perpetuity in order to preserve the conservation values on the Property, and shall be binding on all parties and their heirs, successors, successors-in-title, and assigns having any right, title, or interest in the property or any part thereof:

   a. Removal or modification of any encumbrance shall require approval by the Tennessee Heritage Conservation Trust Board, or its successor.

   b. No interest in the Property shall be used as security for any debt.

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

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

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

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

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

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

_____

By: _____
Title: _____

STATE OF _____)
COUNTY OF _____)

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

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

_____
Notary Public

My Commission Expires:

_____

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

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

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

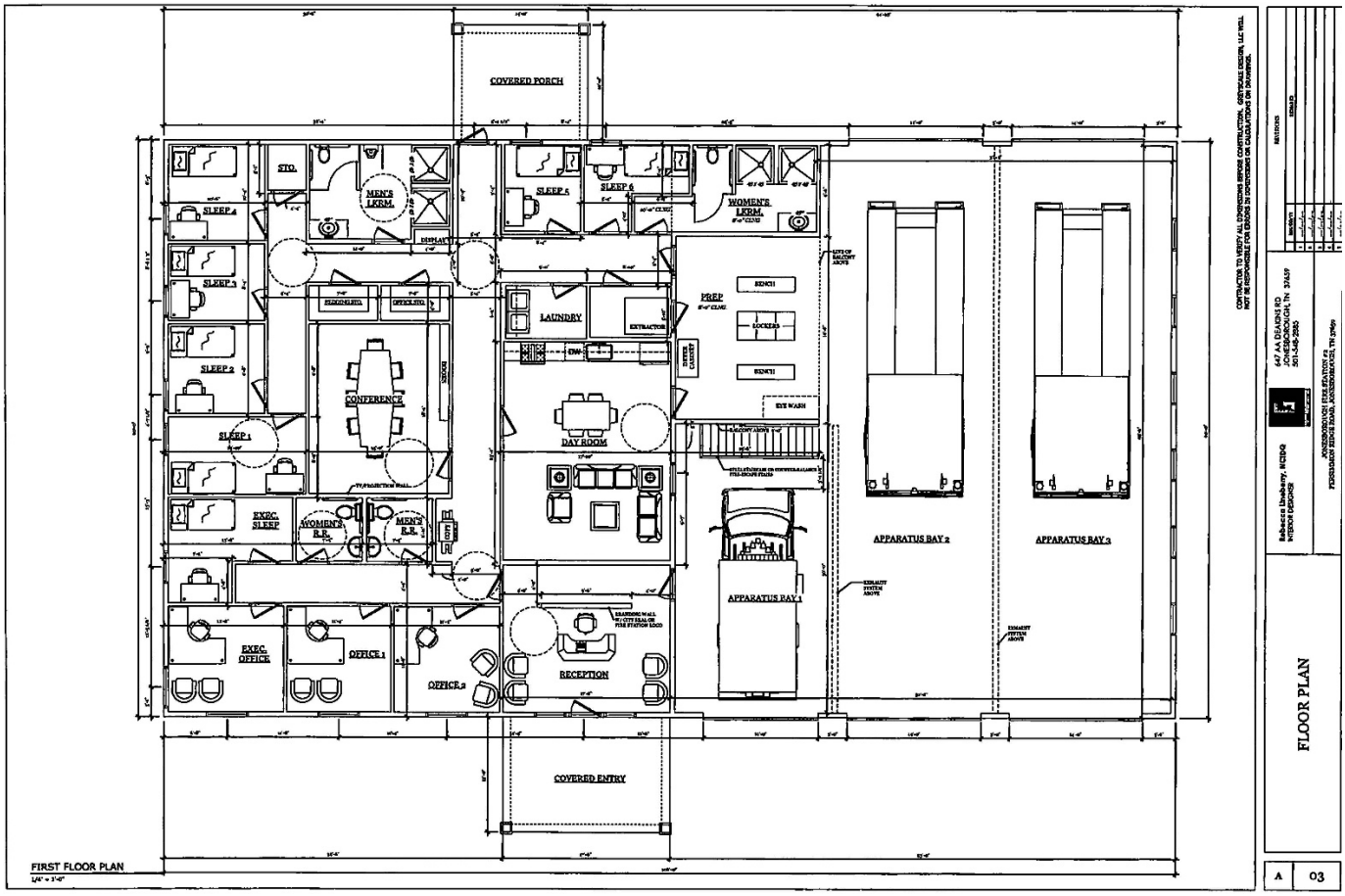
Shell Property. An estimated 250 feet is needed to tie into the new fire station site. Mr. Shell has stated that he is very receptive in working with the town on an access plan.

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

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

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

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



Red X = Fire Station Site
Highlighted Blue = Approximate additional area for access

With no further business to discuss, Mayor Wolfe adjourned the meeting at 6:470 pm.

JANET JENNINGS, RECORDER

KELLY WOLFE, MAYOR

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.2

SUBJECT: Approval of Bills

Check Register - General Fund - August 2026

08/04/26		117092 - void	$	(365.28)
08/06/26		117448 - void	$	(797.29)
08/06/26		116934 - void	$	(5,728.05)
08/07/26		117462 - 117569	$	123,121.81
08/07/26		117570 - 117572	$	12,567.93
08/14/26		117573	$	1,910.00
08/14/26		117574 - 117633	$	171,828.53
08/14/26		117634	$	776.89
08/18/26		117635 - 117636	$	14,365.93
08/19/26		117635 - void	$	(700.00)
08/19/26		117456 - void	$	(6,200.00)
08/20/26		117637 - 117701	$	244,743.34
08/25/26		112093 - void	$	(1,796.58)
08/25/26		110689 - void	$	(43.62)
08/25/26		110974 - void	$	(35.72)
08/26/26		117702 - 117753	$	173,888.83
			$	**727,536.72**

Check Register- Water Fund August 2026

08/07/26		70870 - 70901	$	1,764,991.72
08/07/26		70902	$	405.88
08/14/26		70903 - 70939	$	588,815.19
08/18/26		70940	$	9,521.93
08/20/26		70941 - 70961	$	131,409.89
08/25/26		68969 - void	$	(68.00)
08/25/26		68477 - void	$	(2,581.41)
08/25/26		69299 - void	$	(250.00)
08/25/26		68746 - void	$	(3,000.00)
08/25/26		67977 - void	$	(13.77)
08/26/26		69609 - void	$	(1,596.43)
08/26/26		70962 - 70994	$	64,570.89
			$	**2,552,205.89**

Check Register -Sanitation Fund - August 2026

08/07/26		11145 - 11151	$	5,498.26
08/14/26		11152 - 11158	$	9,148.20
08/18/26		11159	$	341.95
08/20/26		11160 - 11165	$	19,240.45
08/26/26		11166 - 11170	$	806.59
			$	**35,035.45**

Check Register -School Fund August 2026

08/14/26	1170		$	2,012.50
			$	**2,012.50**

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.3

SUBJECT: Town Administrator Report

Another busy month has come and gone! Here are a few of the important items I've been working on:

Another busy week has come and gone! Here are a few of the important items I've been working on:

- Working with County Planner Angie Charles on various growth management strategies including traffic impact studies. As the State legislature did not pursue the town's request for impact fees that are associated with "impacts" from development, increase in traffic on our roads continue to escalate and a study to address "traffic impacts" on existing road systems is a reasonable function of planning commission review procedures. The Planning Commission (PC) will be reviewing and discussing the draft Traffic Impact Study (TIS) document at their September PC meeting. Soon thereafter, a recommendation from the PC will be forwarded to the Board of Mayor and Aldermen for action. The goal is to adopt the TIS as part of the Subdivision Regulations (PC only action required) and as part of the Zoning Regulations (PC recommends to BMA for approvals). Amendments to subdivision regulations and zoning regulations require public hearings so in this case both the PC and BMA would hold public hearing prior to any final approval actions.

- Working with Finance Director Janet Jennings on a plan to monitor budgets more closely based on both salaries (regular time, overtime, comp-time, emergency pay, holiday pay, etc.) to keep directors routinely informed on expenses, as well as revenues as well. Ms. Jennings Office is providing regularly scheduled departmental accounting details to directors.

- Reviewing the town's purchasing policy to determine if any revisions are needed. I anticipate some updates coming before the BMA in October.

- Continue to work on analyzing our public facilities for future expansion, renovation, or new space needs for the future. We cannot grow by population and housing at our rate for over 20 years without feeling the growing pains of facilities that provide a direct service to taxpayers, residents, utility customers, etc.

- Continue to monitor all active projects including follow-ups on grant progress and reimbursements. We have at least a dozen active applications with various organizations as part of seeking funds to support projects throughout out our town and utility district.

- There was a meeting with Visitor Center Director Cameo Waters, Events Director Isabel Hawley-Lopez, McKinney Center Director Theresa Hammons, McKinney Center Program Manager Anne Mason, Senior Center Director Mary Regen, Heritage Alliance Director Katie Edwards, Jackson Theatre Operation Manager Amber Crumley and Administrative Assistant Brandi Miller to review grants currently in progress and sharing potential grant

opportunities. We are looking at what we call “traditional” grant pathways and those less traditional but still applicable to local governments. Grants are a major source of funding for many programs and projects to provide for an increase in revenue sources and save funds from both the General and Utility side.

- Working with KnowBe4 to add a phishing button option to our town emails. As part of our cyber security training efforts there is a “phishing” training component. These training modules are beneficial to employees in both their work life as well as personal life. Everyone must remain diligent in efforts to combat scams. Our monthly training is going well.

- Met with Utilities Manager Kevin Brobeck, Water Treatment Plant Director Seth Van Wyck, Human Resources Director Michelle Stewart and MTAS consultant Pete Auger to discuss various scheduling models at the Water Plant due to its 24-hour operations.

- Worked with Mayor Grandy, County Attorney Allyson Wilkerson and other County Staff to complete the necessary documents for the HEAL program loan. All documents have been completed and returned to the County.

- Working on a best management practice/policy approach to how the town accepts new roads developed to our public road system requirements into the public road system. Ultimately, the process will include a recommendation from staff after the road is complete and final inspection is carried out and following this the BMA will hear and decide on the adoption of the new road into the town public road system. The approval of a final plat does not constitute approval of a road as a public road, therefore a Best Management Practice on adoption will be presented in the next 60 days. The current Subdivision Regulations state:

  > ***In accordance with Title 13, Chapter 4-305 of the Tennessee Code Annotated, or as may be amended from time to time by the State of Tennessee, the approval of a plat shall not be deemed to constitute or effect an acceptance by the municipality, county or public of the dedication of any street or other ground shown upon the plat. The Town of Jonesborough may require a deed be prepared, executed, and recorded with the Washington County Registrar of Deeds for areas to be dedicated.*** (TCA 13-4-305)

- Working with Solid Waste Director Vince Sicca to analyze our recycling program related to cardboard if we can (1) parallel the program with Washington County as we do on plastics, or (2) providing a projected cost on running our own cardboard recycling program.

- Met with Operations Manager Craig Ford and Administrative Assistant Brandi Miller to plan an upcoming Directors meeting. One part of the training was Sensitivity Training, which is more advanced training beyond the normal Title VI compliance training all employees complete annually. More training will be scheduled in this area for our employees.

- Participated in conference call with the Tennessee Public Utility Commission (TPUC) during their Commission Conference. During their meeting they discussed the ATMOS one year agreement that was approved by the BMA at the April 13, 2026, meeting. The TPUC approved the new agreement. We continue to work on negotiating a Franchise

Fee with ATMOS in the very near future.

- Working with marketing team to produce short video clips of our town services/operations highlighting positive outcomes of what our folks do for a living. Example would be like fixing the waterline leaks with the idea of mobilizing one time to permanently fix issues (if they have been chronic issues); to how we recycle the plastics in coordination with Washington County Solid Waste; etc.

- IT Professional Services: In conversation with Alderman Dickson regarding our different advancements in technology, the discussion moved to the consensus that the town will need its own IT professional to be on staff to directly serve the town system needs. We have reached the point where we need to plan for and consider a **full-time IT professional** as IT needs have become a continuous operational function rather than the occasional technical need. I am looking at the dynamics of internal IT + the outside IT provider (currently Sharp) with the internal person handling day-to-day needs and knows the town, employees, systems, and priorities. The outside provider supplies specialized expertise, backup coverage, cybersecurity, major projects, and additional manpower. I know from discussions with other staff over the last few years that this internal IT position is extremely desired and popular among majority of staff. I am seeking an independent IT professional for guidance on our needs, directly analyzing our needs both internally and externally. A meeting on this subject with a consultant and some staff will take place next month. Of course, funding is being explored with cost projections examined as well.

- ***Mauk Property Update*** purchase reimbursement ($305,000) from Heritage Conservation Trust Fund (HCTF). The deed restrictions were approved at the August 10th BMA meeting. The same firm Brandt & Robbins that completed the deed as part of the property acquisition, completed the restrictive covenants "form" and the fully executed form has been sent to HCTF for final review, per their request, before the document is recorded. The document was recorded at the Courthouse by 8/28/26. HCTF will be processing our reimbursement with an expect pay out to us in 4-6 weeks.

- Working with Building Inspector Kevin Fair and Fire Chief Jeff White on upcoming required code changes from 2018 to 2024, which will include the building related codes and fire codes. Also, I am working with Police Chief Matt Rice and Operations Manager Craig Ford reviewing our current municipal code for an amendment that deals more specifically with a permitting system of sorts that addresses companies or contractors that block roads for extended periods of time without notice to public safety. The goal is to have municipal code amendments under review to be presented to the BMA at the October 2026 meeting.

- Attended part of the Water Distribution training/tour with BMA members. I was able to listen to our use of Cartograph, GPS/GIS, reduction in repeat leak repairs by fixing problems permanently, etc.

- As utilities are working within the asset management system Cartograph, with its GPS/GIS functionality, leadership in Street Department and Parks and Recreation will be meeting next month so that utility staff will show how the Asset Management system can help technologically/digitally advance these other departments that are heavy in the "construction" and "operations" of our town.

- As our work orders grow side by side with inside city and outside city populations/customers, we must move into the 21st century with how we receive or dispense with work orders. Handwritten although functioning somewhat okay, does not provide for the level of accountability that I expect since there is no digital mechanism to track a work order in progress. We have started to explore proven systems to narrow down the best fit for TOJ.

- More historical data related to the Tax Relief program is being gathered to help gather some intel/data on the number of potential applicants if the town approves of being part of the Property Tax Freeze program. The 2024 and 2025 years of elderly and disabled veterans who participated in the tax relief program were already sent to you a few weeks ago. Due to our continued population growth, those numbers of eligible applicants continue to escalate as well.

- Facilitated our monthly Directors meeting which centered around Sensitivity Training. This discussion was more intensive type training, beyond the normal Title VI compliance training all employees complete annually.

- I am working to resolve our internet-related phone and computer systems when we lose internet connection due to storms, emergencies, damage or other issues that may arise from our carrier (if any). We are looking at the Starlink system as our backup option to have continuity of internet service if our primary service goes down. We are working with Sharp to plan to test this backup in the next 2-3 weeks.

- I have been working alongside our Digital Media Manager Mitchell Calvin for a few months regarding the need to advance our Web Accessibility/ADA Compliance. The Department of Justice has set specific deadlines for state and local government websites and mobile apps to meet accessibility requirements. Since our total population is under 50,000, we must be complying by April 26, 2028. We are not waiting and therefore have been working with a company Citibot to meet the DOJ requirements. Citibot is an AI-powered resident engagement platform designed for government agencies, with a strong focus on equity, accessibility, and ADA compliance. It supports multiple communication channels — website, SMS, phone, and social/messenger platforms — and is built to deliver verified, accurate information while meeting accessibility standards. The town will be well ahead of the deadline to meet DOJ requirements.

- Met with Ruth Verhegge to discuss Paws-N-Blue succession planning and alternative funding mechanisms and potential partners.

- There was a pre-construction meeting for the new Dominos building in Jonesborough. There is other space as part of this development for other commercial uses. It will be located between Medicine Shoppe and the Car Wash on 11-E.

- Wrapping up reimbursement requirements to initiate the traffic signal light reimbursement. If all goes well, we will receive our $779,000.00+ reimbursement in 2-3 weeks.

- Working with local business owners to complete the Downtown Façade Grant program that is funded by the Town. The applications have been completed and are now waiting for owner signatures and supporting documentation.

- Participated in a walk through at the International Storytelling Center. The roof will be repaired due to leaks soon and at least one downspout was cleared of debris/obstructions. Once we have ISC “dry”, repairs to drywall damage will be undertaken by professionals. The roof is scheduled for repair September 14th and prior to Storytelling Festival. Staff at ISC have been contacted directly on updates and schedule.

- Attended the Washington County Economic Development Committee monthly meeting held in Johnson City.

- Completed Title VI training as required by Tennessee Arts Commission. The TN Arts Commission requires this training to be completed to process our initial 40% payment ($14,500.00) of the Partnership grant awarded for FY27. The total grant is funded at $36,250.00, with no match, in support of programming at the Jackson Theatre.

- Attended the Storytelling Festival planning meeting. This meeting includes ISC representatives and Directors that will be involved in the festival, for example, Solid Waste, Streets, Parks and Recreation, Public Safety, etc. This meeting allows everyone involved to discuss the requests, expectations and ask any questions that they may have.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.4

SUBJECT: Operations Manager Report

- I have continued to work with Derwin Cartmel, Holston Engineering on the geo-thermal HVAC bid for the ISC building. The bid has been advertised and is scheduled to be opened on September 16, 2026. Mr. Cartmel will review all bids and make a recommendation to the Town regarding the vendor.

- The bid document was also prepared and posted on the West Main Street bank stabilization project. That bi was opened on September 04, 2026, and is on the BMA agenda for approval at the September meeting.

- As you are aware, we have also been "chasing" leaks in this building for some time. A private contractor found one of the downspout drains was stopped up and that has been cleared. A roofing contractor also found several serious leaks on the flat membrane roof and approval has been given to replace this roof. Once these repairs have been completed and the HVAC replaced, I hope this remedies all the problems we have experienced in this building for the past couple of years.

- The contractor started on the Visitor Center Restroom Remodel project this month. He is doing a phenomenal job and is working very quickly. He feels he is on schedule to have the project completed prior to the Storytelling Festival.

- Once this project is completed, I would like to renovate the public restrooms at Town Hall, even if we budget it for next year. The restrooms are in need of an upgrade, just as the Visitors Center was.

- Rogersville Seamless Guttering also made the upgrades to the gutters on the back of the Visitors Center. An additional downspout was installed, a splash guard was installed, and a gutter guard was installed. We have experienced an ongoing problem with the guttering leaking into the women's restroom and causing extensive water damage. This gutter work should eliminate that problem.

- The contractor also started on the East Main Street/First Frontier Trail project in August. He has already finished the sidewalk phase in front of Chapman's Reserve and is about half finished with the first section of the First Frontier Trail, which started at Headtown Road and ends at the Town's corporate limits. I believe he will be substantially complete with this project the week of September 14, 2026.

- I completed a walkthrough with Todd Wood, Billy Miller, and the contractor of the First Frontier Trail project to review several issues the contractor was questioning. Upon conclusion of the site visit, the contractor is good to complete this project.
- I directed the Street Department to prepare Brightridge Park for the concrete pours to be completed with the First Frontier Trail Project. The contractor agreed to pour the concrete at the

contract price for the trail project.

- I have continued to work with Mark Fields, (Brightridge Broadband), and Jon Wortman, (Stansell Electric), on the traffic signal synchronization program. There are two different options we have for this project. One is utilizing broadband and the other option is to utilize wireless radios. Both options will require the Town to purchase equipment and pay for the installation from Stansell Electric.

- In speaking with Mr. Fields, Brightridge Broadband is available at all six traffic signals. Brightridge will waive the installation fee; however, the Town must provide a switch connection for each of the six sites. The broadband service for each light will be $175.00 per month per site, for a total of $12,600.00 annually. Over the five-year contract period, the total cost of the broadband will be $63,000.00.

- I am awaiting a project cost estimate from Mr. Wortman on both the broadband and wireless radio system. Mr. Wortman states the wireless radio system is probably going to be the most cost effective. He is awaiting prices from his vendor. I apologize that I do not have the numbers at this point to allow us to move forward with this project. I will provide them as soon as I have them in order that we can move forward with this project.

- I have also been working with Todd Wood on a Town Hall parking lot expansion project. The plan is complete and I have completed a cost estimate for the project. An agenda presentation was prepared for the September BMA meeting.

- I worked extensively with Sunny Ezell and Chris Kudera on the Jackson Boulevard median landscape plan. After several adjustments, the plan was presented to Tree and Townscape for approval. It is scheduled for the Board of Mayor and Alderman September meeting.

- The Street Department completed some drainage work at the tile near Bojangles on East Jackson Boulevard. The tile under the exit street from the old elementary school was cleared and some riprap stone replaced. We have some additional work to do there, but it is much better at this point.

- The street Department also ordered a new tractor for right-of-way mowing this month. We should take delivery within the next week.

- One of the HVAC units at the Post Office had to be replaced. Unfortunately, both the indoor and outdoor unit had to be replaced. This work has been completed.

- Our newly re-drawn fire district finally went live with Washington County 9-1-1 on August 17, 2026. We have worked on this for a few years now, and it is reassuring to finally have our fire district re-drawn.

- The emergency alert/early warning system was also ordered. According to the vendor, the Town can expect installation of this system to begin by the end of September. We are hoping the system is installed prior to the Storytelling Festival.

- I attended the Washington County EMS board of directors meeting for the month of August. I have also participated in numerous interviews with Steve Beckett and Billy Miller.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.5

SUBJECT: Committee Reports

- Historic Zoning Commission Minutes 7-9-26
- Historic Zoning Commission Minutes 7-23-26
- Historic Zoning Commission Minutes 8-13-26
- Planning Commission Minutes 6-16-26
- Design Review Commission Minutes 3-17-26
- Design Review Commission Minutes 4-21-26
- McKinney Center Advisory Minutes 8-20-26
- Senior Citizens Advisory Committee Minutes 7-23-26
- Main Street Board Minutes 7-21-26

Historic Zoning Commission

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

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

Members Present: Frank Collins, Nita Van Til, Rebecca Moss, Marcy Hawley, Matt Kehn, Herman Jenkins, Michael Kieta, Brian Ponder
Members Absent: Chad Hylton

Call to Order
Chairman Frank Collins called the meeting to order at 6:00 PM.

Public Comments
No comments made.

Item I: New Business:

1. **211 W Main St. – Owner/Presenter: Jonesborough Methodist Church/Bill Flannery**
   Request to replace the windows on the Fellowship Hall level. The windows will be new with modern, durable materials that will look more original to the building. There are 5 windows (4 large and 1 small) all with 6x6 grid patterns that will be replaced. Some grade work will need to be completed to channel water away from the building. Currently some of the windows sit below grade, dirt will be moved to allow for proper drainage away from the windows. Requestor will contact the Masonry expert to repair the brick around the windows if necessary.

   Motion: Brian Ponder made the motion, seconded by Herman Jenkins, to approve the request for 211 W Main Street. as presented. The motion passed unanimously.

2. **215 Washington Dr. – Owner/Presenter: Chad Hylton**
   Request for hot tub placement. Not visible from the road and requesting recommendations on screening options.

   Owner Chad Hylton was not present at the meeting so the HZC agreed to table the topic until a future meeting.

Item II: Old Business
500 W Main Street
On the June 11, 2026, meeting approval was given to replace the gutters with brown gutters. There was a miscommunication between the owner and contractor and black gutters were installed. After discussion the HZC agreed that the gutters need to be painted Chestnut Brown to match the trim. The owner would also have the option to request a new color scheme at a future meeting.

Item III: Expedited
No expedited requests were discussed.

Item IV: Property Designation Committee
Several properties that were not considered contributing to the Historical Character of Jonesborough in 2002/2003 are now considered contributing after the 2026 review. This was mainly due to the properties now being more than 50 years old. The owners of these properties will be sent a letter informing them of the change and inviting them to a meeting if they have any questions or concerns. The primary difference in the status change for the property is that demolition of the property will not be allowed now or in the future. A draft letter was shared prior to the meeting. Chair Frank Collins incorporated several comments received to create a new draft letter.

Item V: Signage – Authentic Appearance of Jonesborough
Jonesborough sent letters to remind seven properties about certain provisions in the Jonesborough Municipal Code section 11-1207 and Historic Zoning Commission Advertising Standards and Guidelines regarding temporary signs (size, number, duration). The HZC will continue to monitor the situation. The following also need to be addressed:

107 Fox St. – plastic sign affixed to the apartment building on Fox Street for over four months. Chairman Frank Collins has met with the owners to discuss what is allowed and not allowed. The property also continues to have No Parking Signs and orange cones in front of tenants parking spots. The Commission will further discuss this issue to provide additional options that would fall within the guidelines.

201 W Main St. – temporary "Christmas Crafts" sign has remained visible on W Main St. for well over a year. Rebecca Moss will reach out to the property owner.

703 W Main St. – billboard in or at the edge of historic district. Property owner and Historic Zoning Commission member stated that the billboard lease is a year-to-year lease that automatically renews. Mr. Kehn plans to cancel the lease agreement.

Item VI: Demolition by Neglect Update
To protect historic properties in the Jonesborough H-1 and H-2 overlay zones, the Historic Zoning Commission periodically identifies properties that are showing significant neglect that could compromise their long-term viability. Once identified, the HZC requests that the building inspector to give a professional opinion about issues impacting the property.

The following property owners were contacted in the past about their properties experiencing conditions qualifying as Demolition by Neglect. The status of each is below.

- **208 W. Woodrow Ave. – Owner AMEZ Church**
  Due to a non-existent title, the process for the town to acquire the property will take much longer than expected. Paint and some siding is in very bad condition. Chair Frank Collins reported that the attorney that was working on this project left the firm however, he still believes the acquisition will be complete by the end of the year.
- **209 W. Main St. – Owner: Gemma Velaquez**
  Chairman has been in contact with the owner each month. She continues to obtain quotes to make the exterior repairs shown on the Building Inspector's report. Owner is not local and plans to visit Jonesborough in July.

- **505 W. Main St. – Owner: William & Barbara Stout**
  The owner has agreed to repair the upper and lower parts of the porch by December 2026. The HZC will monitor progress during the year and ask for an update later in the year.
- **129 E. Main St. – Owner: Jeff Gurley**
  Chairman will ask the owner to attend one of the August meetings to provide an update on the brick work, the bare wood, and other repairs. More than six months have passed and the owner has not addressed the brick separation.
- **102 W. Woodrow Ave. (2 buildings) – Owner: Parson's Brew LLC**
  Both buildings have significant repair issues and still have boarded up windows. Co-Owners Scott Andrew and Stephen Callahan do not want to address restoring the properties until after March 2027 as they prefer to focus on their Bristol location.

Item VII: Future Items

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

a) 306 S Cherokee St. – Obtaining estimates to repair and repaint bare wood.
b) 512 W Main St. – Obtaining estimates to repaint bare wood.
c) 111 E Main St. – Continued work on the rear of the building.

Item VIII: Additions to the H-1 and H-2 Overlay Zones

Properties on Locust Street and North Third Ave. will be discussed at an upcoming meeting. If the HZC decides to make a recommendation, the actual process would require several steps with the BMA holding two public readings and two votes.

Item IX: Commissioner Comments

- Chairman reached out to the owner of 205 W Main Street about the tent placed beside the building that extends onto the sidewalk.
- Steven Malenowski with the Certified Local Government of the Tennessee Historical Commission tentatively plans to conduct the HZC's four-year review at a future meeting. THC offers resources to assist us.
- Boone St. is zoned B-4. There was discussion that the zoning should be B-2 to make it more restrictive.
- Next meeting is Thursday, July 23, 2026.

Item X: Approval of Minutes

- No minutes presented for approval.

Chair Frank Collins adjourned the meeting.

Historic Zoning Commission

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
July 23, 2026 – 6:00 PM
Minutes

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

Members Present: Frank Collins, Nita Van Til, Rebecca Moss, Chad Hylton, Herman Jenkins, Matt Kehn, Michael Kieta, Brian Ponder

Members Absent: Marcy Hawley

Call to Order
Chairman Frank Collins called the meeting to order at 6:00 PM.

Item I. Public Comments
No comments made.

Addition to the Agenda

Chairman Collins requested that a motion be made to add 504 West Main Street, for fencing in the backyard, to the agenda.

Motion: Rebecca Moss made a motion to add the requested item to the agenda, seconded by Brian Ponder and passed unanimously.

Item II: New Business:

1. **504 West Main Street – Presenter: Aaron Bible**
   Request for conceptual approval of a privacy fence to be located in the backyard, 6 ft. high, wood material, 2 entrance gates (one in front and one in back), and brown in color.

   Motion: Matt Kehn made the motion for conceptual approval of the fence request for 504 West Main St as presented, seconded by Nita Van Til and passed unanimously.

2. **117 Spring Street – Owner/Presenter: Allyson Wilkinson**
   Allyson Wilkinson gave an update to the Commission regarding 117 Spring Street – vegetation has been removed, three general contractors have been contacted for pricing for the foundation, stairs in front, porch, columns, and chimney work to be done by Bill Broyles. Ms. Wilkinson noted that there are no leaks in roof; and will plan to come back in three months with a timetable on the work once she selects a general contractor.

Chad Hylton recused himself from acting as a commissioner.

3. **215 Washington Drive – Owner/Presenter: Chad Hylton**
   Request for approval of a temporary placement of a hot tub at the garage door area of the back driveway, with two wood panels (4 foot wide – six feet tall) for screening.

   Motion: Brian Ponder made the motion, seconded by Matt Kehn, to approve the request as presented. The motion passed unanimously.

Chad Hylton rejoined the meeting.

Item III: Old Business – None

Item IV: Expedited - None

Item V: Property Designation Committee

Several properties that were not considered Contributing to the Historical Character of Jonesborough in 2002/2003 are now considered Contributing after the 2026 review. This was mainly due to the properties now being more than 50 years old. The owners of these properties will be sent a letter informing them of the change and inviting them to a meeting if they have any questions or concerns. The primary difference in the status change for the property is that demolition of the property would not be allowed now or in the future. Draft letter has been sent to HZC members to review and comment. Chairman Collins asked Commission if they had any comments or suggestions. Matt Kehn suggested that the letter be clearer in stating that the current process has not changed for getting approval of a project and would need to come before the commission for exterior work/repairs.

Item VI: Sign Non-Compliance Impacting Authentic Appearance of Jonesborough

Jonesborough sent letters to remind seven properties about certain provisions in the Jonesborough Municipal Code section 11-1207 and Historic Zoning Commission Advertising Standards and Guidelines regarding temporary signs (size, number, duration). The HZC will continue to monitor the situation. The following also need to be addressed:

107 Fox St. - plastic sign affixed to the apartment building on Fox Street for over four months. Owner agreed to remove the sign.

201 W Main St. – temporary "Christmas Crafts" sign has remained visible on W Main St. for well over a year. Rebecca Moss said the sign has been moved..

703 W Main St. – billboard in or at edge of historic district. Type and length of agreement in place (lease/contract). There was no update on the progress.

Item VII: Demolition by Neglect

To protect historic properties in the Jonesborough H-1 and H-2 overlay zones, the Historic Zoning Commission periodically identifies properties that are showing significant neglect that compromises their long-term viability. Once identified, the HZC requests that the building inspector to give a professional opinion about issues impacting the property.

The following property owners were contacted in the past about their properties experiencing conditions qualifying as Demolition by Neglect. The status of each is below. If commissioners want to discuss updates about any of the properties, we can do so at this time.

208 W. Woodrow Ave. – Owner: AMEZ Church
Due to a non-existent title, the process for the town to acquire the property is taking longer than expected. Paint and wood siding are in very bad condition. There has been a delay with the town's acquisition of the property. Chairman Collins reported that the Town Administrator may work with a title company to obtain a property title with Jim Wheeler overseeing the work.

209 W. Main St. – Owner: Gemma Velaquez
Chairman has been in contact with the owner each month. She continues to obtain quotes to make the exterior repairs shown on the Building Inspector's report. Owner is not local and plans to visit Jonesborough on Monday, July 27th for one week.

505 W Main St. – Owners: William & Barbara Stout
Owner agreed to repair the upper and lower parts of the porch by December 2026. The HZC will monitor progress during the year and ask for an update.

129 E Main St. – Owner: Jeff Gurley
Owner will be able to attend an August meeting to provide an update on the brick work, the bare wood, and other repairs. More than six months have passed and the owner has not addressed the brick separation. Chairman Collins reported that there may be a state grant available for façade work with a 25% match and a Downtown Business façade grant, which could help the business owner.

102 W Woodrow Ave (2 buildings) – Owner: Parson's Brew LLC
Both buildings have significant repair issues and still have boarded up windows. Co-Owners Scott Andrew and Stephen Callahan do not want to address restoring the properties until after March 2027 as they prefer to focus on their Bristol location.

Item VIII: Future Items

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

a) 306 S Cherokee St. – Obtaining estimates to repair & repaint bare wood.
b) 512 W Main St. – Obtaining estimates to repaint bare wood.
c) 111 E Main St – Continued work on the rear of the building.

Item IX: Additions to the H-1 & H-2 Overlay Zones

Discussion took place regarding the addition of Locust Street, North Third Ave, extension of West College Street and West Main Street. The consensus of the Commission is to bring this back for discussion at a future meeting.

Item X: Commissioner Comments

205 W Main Street – after contact by HZC, owner removed the temporary tent placed beside building that extends onto the sidewalk.

109 Courthouse Square – new owner removed awning and previous sign. Need to determine if same awning will be put back in place or whether something different will be proposed. New sign request will be presented at a future meeting.

Stevie Malenowski with the Certified Local Government of the Tennessee Historical Commission tentatively plans to conduct the HZC's four-year review at a future meeting. THC offers resources to assist us.

Next meeting is Thursday, August 13.

Item XI: Approval of Minutes

Approval of June 25, 2026, minutes.

Motion: Nita VanTil made the motion, seconded by Rebecca Moss, to approve the June 25, 2026, minutes as presented. The motion was passed unanimously.

Chairman Frank Collins adjourned the meeting.

Historic Zoning Commission

Jonesborough Town Hall – Board Room
123 Boone Street, Jonesborough, TN
August 13, 2026 – 6:00 PM
Minutes

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

Members Present: Frank Collins, Nita Van Til, Rebecca Moss, Marcy Hawley, Herman Jenkins, Michael Kieta, Brian Ponder
Members Absent: Matt Kehn, Chad Hylton

Call to Order
Chairman Frank Collins called the meeting to order at 6:00 PM.

Public Comments
No comments made.

Additions to Agenda
Nita VanTil made a motion to add 109 Courthouse Square, 142 Boone Street, 128 W Main Street, 127 E Main Street, and 301 S Cherokee Street to the agenda. Michael Kieta seconded the motion. The motion passed unanimously.

Scam Alert:
Chairman Frank Collins advised that Aaron Bible called him and forwarded a scam email that stated it was from the Historic Zoning Commission and signed by Chairman Frank Collins. Mr. Bible came before the HZC at the last meeting and the following was approved and included in the minutes that were posted on the town website: *504 West Main Street – Presenter: Aaron Bible request for conceptual approval of a privacy fence to be located in the backyard, 6 foot high, wood material, 2 entrance gates (one in front and one in back), and brown in color.*

The scam email included an invoice for $3,000 for Application Review and Processing, Zoning Compliance, Legal and Administrative Fees and Public Notification. They requested Mr. Bible contact them and wire the money.

We suspect the scammer obtained Aaron's email from his real estate listing. Mr. Bible said real estate agents are often targeted. The HZC does not publish email addresses or include them in the minutes. It is unlikely others were targeted unless their email can be found online. The Chairman will email other parties who have recently come before the HZC to alert them to the scam. The HZC never charges a fee for any of our work.

Item I: New Business:

1. **Dumpster Enclosure – Owner/Presenter: Kelly Wolfe**
   The previously approved dumpster enclosure behind Jackson Prime has been completed however the plan to use metal for the gates will be too heavy to function properly. Mr. Wolfe requested approval to use a PVC product made by Trusscore that is light weight, sturdy and

durable. Mr. Wolfe stated panels would be dark gray and mounted vertically. The gate will be 8 foot tall.

Motion: Rebecca Moss made the motion, seconded by Nita VanTil, to approve the request as presented. The motion passed unanimously.

2. **109 Courthouse Square – Owner/Presenter: Kelly Wolfe**
Request to remove decking stairs on the side of the building. Stairs are not original to the building and were added in 1970s when an adjoining building that spanned the creek was demolished. Requesting to repair/repoint areas of damage with the brickwork where mortar is missing and cracks are forming. Mr. Wolfe also requested removing the deck from the back of the building as well as the smoke house.

Motion: Nita VanTil made the motion, seconded by Michael Kieta, to approve the request for 109 Courthouse Square as presented. The motion passed unanimously.

3. **500 W Main Street – Owner/Presenter: Mark McIntosh**
Request approval for new color scheme that will look better with the black gutters. Mr. McIntosh stated that areas that were previously approved for English Brown would now be Benjamin Moore Forest Green 204710 and the soffit and white areas would be painted Benjamin Moore Swiss Coffee OC-45.

Motion: Brian Ponder made the motion, seconded by Marcy Hawley, to approve using Benjamin Moore Forest Green 204710 and Benjamin Moore Swiss Coffee OC-45 as presented. The motion passed unanimously.

4. **239 E Main Street – Owner/Presenter: Mikki Henley**
Request approval for new color scheme using Sherwin Williams Outterbanks (SW7534) for house, Sherwin Williams Crabby Apple (SW7592) for detail work, and Sherwin Williams Jersey Cream (SW6379) for trim. The shutters will be green to match the roof. Requesting approval for the addition in the back and side to have a gable/shed roof combination. Contractor stated that the porch on the front of the house currently has a flat metal roof and is concerned that if they replace the roof with metal that water will continue to sit on the roof and ruin the roof as it has in the past. Contractor requested approval to use a rubberized roofing on the flat portion of the roof that is not visible from the road and dress up the sides of the porch roof with a metal edge similar to what is currently present.

Motion: Nita VanTil made a motion, seconded by Brian Ponder to approve the color scheme, green shutters, gable/shed roof combination on the porch and addition and using a rubberized roof with dressed up metal edge on the front porch as presented. The motion passed unanimously.

5. **301 S Cherokee St. – Owner/Presenter: Jennifer Gear**
Jennifer Gear recently purchased the home located at 301 S Cherokee Street. Ms. Gear presented a dark color scheme as well as a lighter color scheme combination that she is considering for the home. She also asked about removing and replacing the addition on the back and if they would need to keep the approximate one foot in-set from the original structure. Ms. Gear wasn't requesting official approval of a color or approval on the addition but rather wanted to get the Commissions opinions on such. The Commission stated that

both color schemes look to be appropriate for the age of the home and directed her to contact Dr. Kennedy if she would like to have a color study done to identify what the original color of the home was.

6. **142 Boone St. – Owner: Olde Towne Pancake House Presenter: John Holm**
Request approval to replace the old rooster decoration in the front yard with a new rooster that is similar in shape and size. Mr. Holm stated the current rooster is in very bad condition. Concerns were shared that some of the reference pictures of roosters available at Tractor Supply were very bright. Chairman Frank Collins reported that he spoke with Dr. Kennedy on this topic and Dr. Kennedy stated that it is a yard decoration and the HZC doesn't typically get too involved in decorations.

Motion: Michael Kieta made a motion to approve replacing the rooster with a darker, more subdued colored rooster. Nita VanTil seconded the motion. A roll call vote was requested: Rebecca Moss, Nay; Nita VanTil, Aye; Marcy Hawley, Aye; Herman Jenkins, Aye; Michael Kieta, Aye; Brian Ponder Aye. Motion passed 4 Ayes to 1 Nay.

7. **127 E Main St. – Owner: Sue Henley Presenter: Frank Collins**
A friend replaced owner's lattice work porch side gates with colorful red, white, and blue gates. The lattice work side gates were added in the past 30 years and not original to the porch. Gates are used to keep pedestrians off the porch. Request to retain the new gates and requesting Commissions input on what color scheme to repaint.

Motion: Nita VanTil made a motion, seconded by Herman Jenkins, to approve keeping the new gates and painting them 2 tone to match the existing railing. The motion passed unanimously.

8. **128 W Main St. – Presbyterian Church Presenter: Frank Collins**
Plumbers needed to access pipes behind the bathrooms due to a leak. To access the pipes brick needed to be removed. Bill Broyles had removed brick and created an access door. The door is 24"x24" and is not visible from the street. Doug Hilmuth is asking if the current white door is acceptable or would we prefer that it be painted a different color.

Motion: Brian Ponder made a motion, seconded by Nita VanTil to approve the access door and leave it painted white as it currently is. The motion passed unanimously.

<u>Item II: Old Business</u>
No old business discussed.

<u>Item III: Expedited</u>
109 Courthouse Square – Owner Kelly Wolfe
Request to replace roof with same material and same color which is standing seam metal, hunter green. Request to remove cinder block smoke stack. Both items cannot be seen from the ground. Expedited by Frank Collins, Nita VanTil, Marcy Hawley, Brian Ponder, and Rebecca Moss.

233 E Main Street – Owner Michael & Sharon Keita
Remove the gutters to repair and paint fascia and soffits. Reinstall gutters with upgraded brackets and corner joints. Installing a metal strip behind the gutters to seal off the top of the fascia to the roof sheathing. The metal will be behind the gutters and not visible. Repair and

paint outside of windows, especially 2nd story and north side of the house. Patch and repaint the lower portions of the walls. Paint color match of trim is 7005 SW Pure White. Expedited by Rank Collins, Nita VanTil, Brian Ponder, and Rebecca Moss.

Item IV: Property Designation Committee

Several properties that were not considered contributing to the Historical Character of Jonesborough in 2002/2003 are now considered contributing after the 2026 review. This was mainly due to the properties now being more than 50 years old. The owners of these properties will be sent a letter informing them of the change and inviting them to a meeting if they have any questions or concerns. The primary difference in the status change for the property is that demolition of the property will not be allowed now or in the future. Draft letter has been sent to HZC members to review and comment. Letter will be sent after the August 13th meeting.

Item V: Signage – Authentic Appearance of Jonesborough

Jonesborough sent letters to remind seven properties about certain provisions in the Jonesborough Municipal Code section 11-1207 and Historic Zoning Commission Advertising Standards and Guidelines regarding temporary signs (size, number, duration). The HZC will continue to monitor the situation. The following also need to be addressed:

> **107 Fox St.** – plastic sign affixed to the apartment building on Fox Street for over four months.
>
> **703 W Main St.** – billboard in or at the edge of historic district. Property owner and Historic Zoning Commission member stated that the billboard lease is a year-to-year lease that automatically renews. Mr. Kehn plans to cancel the lease agreement.

Item VI: Demolition by Neglect Update

To protect historic properties in the Jonesborough H-1 and H-2 overlay zones, the Historic Zoning Commission periodically identifies properties that are showing significant neglect that could compromise their long-term viability. Once identified, the HZC requests that the building inspector to give a professional opinion about issues impacting the property.

The following property owners were contacted in the past about their properties experiencing conditions qualifying as Demolition by Neglect. The status of each is below.

- **208 W. Woodrow Ave. – Owner AMEZ Church**
  Due to a non-existent title, the process for the town to acquire the property will take much longer than expected. Paint and some siding is in very bad condition. There has been a delay with the town's acquisition of the property.
- **209 W. Main St. – Owner: Gemma Velaquez**
  Owners visited Jonesborough from July 27 until roughly August 7. They met with Frank Collins, Bill Kennedy, Herman Jenkins, and Matt Kehn to discuss work needed on this historic Sister's Row property. The owners bought the house 30 years ago and had not visited in 20 years. They tentatively plan to retire in Jonesborough in six years. While in Jonesborough for the ten day trip, they planned to make many of the necessary repairs and to schedule contractors to finish the other repairs. They plan to return in September to continue the work.
- **505 W. Main St. – Owner: William & Barbara Stout**

The owner has agreed to repair the upper and lower parts of the porch by December 2026. The equipment is onsite to begin repair of the second floor porch.

- **129 E. Main St. – Owner: Jeff Gurley**
  Frank Collins and town staff met with Jeff Gurley on July 29 to discuss a new façade grant that could fund a large percentage of the brick and other repairs needed. Jeff is scheduling a structural engineer and brick expert to provide a quote. Rachel Conger will help him complete the paperwork. There is a tight August deadline that needs to be met. The structural engineer is scheduled to meet with Jeff to complete a detailed report.
- **102 W. Woodrow Ave. (2 buildings) – Owner: Parson's Brew LLC**
  Both buildings have significant repair issues and still have boarded up windows. Co-Owners Scott Andrew and Stephen Callahan do not want to address restoring the properties until after March 2027 as they prefer to focus on their Bristol location.

Item VII: Future Items

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

a) 306 S Cherokee St. – Obtaining estimates to repair and repaint bare wood.
b) 512 W Main St. – Obtaining estimates to repaint bare wood.
c) 111 E Main St. – Continued work on the rear of the building.
d) 109 Courthouse Square – Will recommend replacing awning, handrail, sign and work on cinder block side of the building.

Item VIII: Additions to the H-1 and H-2 Overlay Zones

Due to a full agenda, properties on Depot Street will be discussed on August 27 or a later meeting. If the HZC decides to make a recommendation to add properties to the H-1 or H-2 overlay zones, the process would require several steps with the BMA accepting the recommendation and holding two public readings and votes.

Item IX: Commissioner Comments

- 120 Franklin Ave is in need of paint.
- Next meeting is Thursday, August 27, 2026.

Item X: Approval of Minutes

- July 9, 2026
- July 23, 2026

Chair Frank Collins adjourned the meeting.

JONESBOROUGH PLANNING COMMISSION

MINUTES – June 16, 2026

The Jonesborough Planning Commission met in a regular meeting on Tuesday, June 16, 2026, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent:

Staff Present: Angie Charles, Donna Freeman

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

1. **Public Comments** – There were none.

2. **Approval of Minutes – Meeting of May 19, 2026**

   Chairman Foster asked Commissioners if they had any comments or corrections to the minutes of May 19, 2026. With there being none, Chairman Foster called for a motion

   Motion: Bill Graham made the motion to approve the minutes of the May 19, 2026 Planning Commission meeting as submitted. Richie Hayward seconded the motion, and it was duly passed.

3. **Release of Security Deposit – The Reserve at Boones Creek Phase 3**
   Presented by: Kelly Wolfe

   Chairman Foster read the staff recommendation for the release of the grading security for The Reserve at Boones Creek Phase 3 Subdivision in the amount of $13,430.00. Chairman Foster asked Commissioners if they had any questions or concerns. With there being none, called for a motion.

   Motion: Bill Graham made the motion to approve the release of the grading security for The Reserve at Boones Creek Phase 3 Subdivision in the amount of $13,430.00. Richie Hayward seconded the motion and it was duly passed.

4 Free-Standing Signage – 11-E Diner, 1406 West Jackson Blvd

Chairman Foster said the Building Inspector asked that 11-E Diner's signage request be tabled until the Planning Commission's next regular meeting due to existing sign code violations. Chairman Foster asked Commissioners if they had any questions or concerns. With there being none, called for a motion.

Motion: Robin Harpe made the motion, seconded by Josh Conger, to table 11-E Diner's sign request until the July 21, 2026 Planning Commission meeting. The motion was duly passed.

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

JONESBOROUGH DESIGN REVIEW COMMISSION

MINUTES – March 17, 2026

The Jonesborough Design Review Commission met in a regular meeting on Tuesday, March 17, 2026, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Robin Harpe

Staff Present: Angie Charles, Kevin Fair, JW Greene

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

1. **Public Comments** – There were no Public Comments

2. **Approval of Minutes – December 16, 2025 Meeting**
   Chairman Tom Foster asked Commissioners if they had any comments or corrections to the minutes of December 16, 2025. With there being none, Chairman Foster called for a motion.

   Motion: The motion to approve the minutes of the December 16, 2025 Design Review Commission meeting was made by Bill Graham, seconded by Darrell Fowler and duly passed.

3. **Building Design Plan for Taco Bell Restaurant, 1452 East Jackson Blvd**

   The Taco Bell restaurant presented a Building Design plan to the Planning Commission on March 17, 2026, which was approved. The proposed restaurant will be located at 1452 East Jackson Boulevard, adjacent to Zaxby's, and as described on Washington County Tax Map 52, Parcel 225.09. The business is located within the Design Overlay District, additional standards and guidelines for façade building materials were submitted for Design Review Commission consideration and approval. The submitted elevations reflect an intent to meet the Town's Ordinance. The front (northerly) façade, which is most visible from the highway, meets the minimum 75% exterior wall standards as provided for in the design guidelines. The front façade has the following materials and percentages proposed:

   - Brick Veneer 80%
   - Accent Metal Panels 16%

The sides of the building have an equal percentage of the primary materials standards, they are not as visible from the highway, and the varying number of materials shown creates a broken façade, providing for detailing and fenestration. The side façades have the following materials and percentages proposed:

- Brick Veneer 80-82%
- Hardie Trim Board (concrete-based) 7-8%
- Accent Metal Panels 9-12%

Additional Elevation Details Provided by the Architect

The new building model is comprised of overlapping planes of three primary materials: cement fiber board siding, deep ribbed architectural metal panels and storefront glass. The juxtaposition of the different veneers and finishes help delineate areas of the building within a monochrome envelope. The Entry Elevation includes a canopy over the single level storefront, the Drive-Through side has a canopy over the drive-through windows. The elevation facing East Jackson has a screen wall to hide the gas meter and electrical service. Building accents are added to this elevation to provide a cohesive look with the other elevations. For this location, the main building material is brick veneer instead of the cement fiber board and the metal panels in the parapet are also replaced with brick. The elevation breakdown is as follows:

Entry Side (facing Zaxby's)	
Total square footage:	1,494 sf
Fenestration	433 sf (15%)
Area minus glass	1,062 sf
Brick Veneer	888 sf (84%)
Cement Fiber Board Trim	70 sf (7%)
Accent Metal Panels, Trim	104 sf (9%)
Front Elevation (facing Lowe's)	
Total square footage	576 sf
Fenestration	213 sf (37%)
Area minus glass	403 sf
Brick Veneer	323 sf (80%)
Cement Fiber Board Trim	30 sf (8%)
Metal Trim	55 sf (12%)
East Jackson Elevation	
Total square footage	576 sf
Fenestration	0 sf (0%)
Area minus glass	576 sf
Brick Veneer	471 sf (80%)
Cement Fiber Board Trim	13 sf (2%)
Accent Metal Panels	91 sf (16%)

Drive-through Side (west elevation)	
Total square footage	1,516 sf
Fenestration	96 sf (6%)
Area minus glass	1,420 sf
Brick Veneer	1,164 sf (82%)
Cement Fiber Board Trim	685 sf (8%)
Accent Metal Panels, Trim	176 sf (12%)

Chairman Foster read the staff recommendation for the approval of the building as submitted, with the design elements utilize traditional and long-lasting building materials. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion,

Motion: Terry Countermine made the motion to approve the building as submitted, with the design elements utilize traditional and long-lasting building materials . Bill Graham seconded the motion and it was duly passed.

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

JONESBOROUGH DESIGN REVIEW COMMISSION

MINUTES – April 21, 2026

The Jonesborough Design Review Commission met in a regular meeting on Tuesday, April 21, 2026, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster-Chairman, Terry Countermine, Bill Graham, Robin Harpe, Richie Hayward

Members Absent: Frank Collins, Josh Conger, Darrell Fowler, Jim Rhein

Staff Present: Glenn Rosenoff, Angie Charles, Kevin Fair, JW Greene, Donna Freeman

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

1. **Public Comments** – There were no Public Comments

2. **Revised Building Design Plan for Trail Blazer Coffee, 304 East Jackson Blvd**

   The Trailblazer Coffee restaurant presented a revised site plan approval to the Planning Commission on April 21, 2026, which was approved. The coffee shop is located at 304 East Jackson Boulevard, adjacent to Wendy's, and as described on Washington County Tax Map 60A, Group D, Parcel 6.02. The business is located within the Design Overlay District. The architectural firm for the project, Cain Rash West out of Kingsport, originally submitted elevations that received approval from the Design Review Commission; and requested a revision to extend a canopy over the drive-thru pick-up window portion of the building. The building materials will be consistent with the originally approved materials and aesthetic.

   Chairman Foster read the staff recommendation for the approval of the addition of a canopy to the building as submitted and with the design elements are in keeping with the original approval. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion,

   Motion: Robin Harpe made the motion to approve the addition of a canopy to the building as submitted and with the design elements being kept with the original approval. Bill Graham seconded the motion and it was duly passed.

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

McKinney Center Advisory Committee Meeting
July 16, 2026
McKinney Center – in Person
Agenda Presentation

Attendance:
Advisory Committee Members: Nancy Kavanugh, Michelle Treece, Ernest McKinney, Pauline Douglas, Sharon Squibb
McKinney Center Staff: Martha Blaser, Breanna Walker-Schadler, Anne Mason, Nori Shaw

A Quorum was established. Anne Mason called the meeting to order.
Motion #1: (Kavanaugh/McKinney) Motion to accept the minutes from the June Advisory Committee Meeting. 5 in favor/0 opposed/0 abstention. Motion carries.

Director Report:
We had 94 summer camp registrations! We have several new traffic box wrap submissions. The Fall 2026 catalog has been released.
Motion #2: (Treece/Douglas) Motion to accept the Director Report.
5 in favor/0 opposed/0 abstention. Motion carries.

Outreach Report:
For July outreach, staff attended the Jonesborough Days Festival, the Farmer's Market, and Fridays after 5. We plan to attend multiple Fridays after 5.
Motion #3: (Squibb/Treece) Motion to accept the Outreach Report.
5 in favor/0 opposed/0 abstention. Motion carries.

StoryTown Report:
The July Radio Show is July 27ths and we have sold over 30 tickets. The next Listening Day will be July 14th at the Johnson City Public Library. There were over 100 attendees for the June show of the 250th History Variety Show and there are over 100 tickets sold for the July show.
Motion #4: (Douglas/Treece) Motion to accept the StoryTown Report.
5 in favor/0 opposed/0 abstention. Motion carries.

Visitation Report:
We had 1,179 visitors in the month of June. We had $680 in rental revenue in June. There were four rentals in June.
Motion #5: (Treece/Squibb) Motion to accept the Visitation Report.
5 in favor/0 opposed/0 abstention. Motion carries.

Old Business:
We will be focusing on donation needs for the Broyles Building.
Motion #6: (Squibb/Douglas) Motion to accept Old Business.
5 in favor/0 opposed/0 abstention. Motion carries.

Respectfully submitted by:
Breanna Walker-Schadle

JONESBOROUGH AREA SENIOR CITIZENS ADVISORY COMMITTEE

Minutes for July 23, 2026

Members Present: Joe Allison
Lorena Cradduck
Pauline Douglas
Phyllis Fabozzi
Charlene MacIntyre
Tom Pardue
Mike Willis
Pat Wolfe

Members Absent: None

Senior Center Staff Present: Mary Regen

Next Meeting: August 27, 2026, at 4:00 p.m.

REGULAR MEETING:

1. Meeting was called to order by Tom Pardue.
2. Pat Wolfe led the Committee in the Pledge of Allegiance
3. Tom Pardue led the Committee in Prayer.
4. Attendance (roll call) was taken by Charlene MacIntyre

AGENDA:

1. **Approval of Minutes**
Minutes from the June 25, 2026 meeting were reviewed. A motion to approve was made by Pat Wolfe. Seconded by Phyllis Fabozzi. Approved by unanimous Committee vote.

2. **Financial Accounts Review**
Mary Regen provided handouts detailing June statement balances. Special projects balance through June was $26,661.72. Up-to-date balance is $25,661.72 of which $13,712.81 is allocated. First Horizon credit card statement was presented. MyRide account balance is $7,282.97. Benevolence balance is $3,855.11. Cafe Connection balance is $1,883.80. Trip Fund is $690.43.

Membership count is 1,565. A motion to approve the June financial accounts was made by Pat Wolfe. Seconded by Mike Willis. Approved by unanimous Committee vote.

3. **Old/Unfinished Business**
There was no old, unfinished business to be reviewed.

4a. **New Business – Annual Meeting**
Discussion was held on election of officers. Recommendation was made to re-elect current officers 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 Mike Willis. Seconded by Lorena Cradduck. Approved by unanimous Committee vote.

4b. **New Business – Bylaws**
Discussion was held to readdress Bylaws at the August meeting as old business. Committee to review and
provide feedback at that time.

4c. **New Business – Conflict of Interest**
Discussion was held to readdress Conflict of Interest statement at the August meeting as old business. Committee to review and provide feedback at that time.

4d. **New Business – Policies and Procedures / Mission Statement**
Discussion was held to readdress Policies and Procedures / Mission Statement at the August meeting as old business. Committee to review and provide feedback at that time. Discussion was held to delete section on Computer Room Policy and to expand on Storage Policy to indicate only Senior Center supplied program items may be stored at the Center due to limited storage.

4e. **New Business – New Advisory Committee Member Candidates**
Mary Regen presented two individuals as Advisory Committee candidates. Candidates are Leo Salgado and Debra Hooser-Ruud. A motion to approve Leo and Debra as Advisory Committee members was made by Lorena Cradduck. Seconded by Phyllis Fabozzi. Approved by unanimous Committee vote.

4f. **New Business – Senior Center Maintenance**
Mary advised that David Gillenwater is out for a month due to an injury at home. Mary then advised that the roof repair has been completed at a cost of $8,910. The weekend of August 1st, a scissor lift has been rented and ceiling tiles that were damaged from leaks will be replaced. The HVAC for the Arts & Crafts room has been repaired at a cost of $2,300. She is obtaining quotes to have air conditioning pipes downstairs wrapped. Mary is also working with Glenn Rosenoff on replacing air conditioning units. Three units have had significant issues. Mary also advised floors to be waxed this year.

Mary advised the $11,000 grant has been submitted to the Department of Disability and Aging. If granted, two (2) ellipticals and two (2) recumbent bikes will be replaced.

4g. New Business – Upcoming Events, Trips and Programs
Mary advised the White-Water Rafting trip was well attended. Hiking Groups continue to be popular. Trip to Barter will take place next week. The New England/Canada cruise is full. She advised the goal is to have three (3) big trips a year. Future activities discussed were trips to gun range, distillery, pottery, and Oak Ridge.

5. Citizen Comments
There were no Citizen Comments.

6. Advisory Board Comments
Pat Wolfe requested that finance paperwork be submitted to Committee in order of presentation.

Pauline Douglas suggested that all paperwork such as Bylaws, etc. have a “reviewed” date added.

Tom Pardue advised he is getting requests for a puzzle table. Also discussed was another area for shuffleboard. Possible option would be at Lincoln Park.

7. Adjournment
Motion to adjourn made by Phyllis Fabozzi. Seconded by Pat Wolfe. Approved by unanimous Committee vote.

Main Street Jonesborough
Main Street Board Meeting Minutes
July 21, 2026 | 8:30 a.m.
Present: Angela, Dave, Lesley, Theresa, Lisa, T, Amber, Pedro, Jerome, Mitchell, Hannah, Isabel, Cameo, Terry, and Jimmy

Review of May Minutes

- The Board reviewed the minutes from the May meeting. A typo was identified in the reference to **Force Fest**, which had incorrectly been transcribed as "Forrest Fest." The correction was made to reflect **Force Fest** and resent by email to the board.

2. BMA Update from Alderman/Chairman Countermine

- Alderman Countermine discussed how it is election year and encouraged members to vote as we will have a new mayor
- He also discussed the impact of recent weather on the community, including heavy rain that damaged a portion of a trail at Persimmon Ridge. The extreme summer heat also affected attendance and activities during Jonesborough Days.
- Alderman/Chairman Countermine provided an update from the Board of Mayor and Aldermen. He noted that the Town remains in good financial condition

3. Board Member Updates/Updates from Cameo

- The Board discussed the recent reappointment of Pedro, Anne, and T as at-large members. Their reappointments had previously been approved by the Main Street Board and were officially approved by the Board of Mayor and Aldermen (BMA).
- Cameo Waters shared proposed updates and comments from Jennifer Wolfe regarding the Main Street bylaws, which were last revised in 2018. At that time, Historic Zoning was not a charter member. The bylaws were revised in 2018 to add Historic Zoning as a charter member; however, Historic Zoning was not included in all sections where charter organizations are specifically listed. The following updates to the bylaws were discussed:

a) **Adding Historic Zoning to all appropriate sections of the bylaws** for consistency. Historic Zoning was added as a charter member in 2018 but was not included in Section Five, where the individual charter organizations are listed.

b) **Adding the Jackson Theatre as a charter member.** The Jackson Theatre was established in 2013 and was not in existence when the bylaws were previously revised.

c) **Establishing a provision for a charter organization that does not appoint a representative for an extended period of time.** The current bylaws do not define an extended period of time or provide a formal process for addressing situations in which a charter organization does not appoint a representative. The Board discussed the need to define

the timeframe and establish a process, including written notification, for addressing vacant or inactive seats.

d) **Establishing a formal process for adding or removing charter organizations in the future**, including requiring a vote of the Board.

- The current charter members are Town of Jonesborough, **Historic Zoning Commission,** Heritage Alliance, JAMSA, Jonesborough Repertory Theatre (JRT), McKinney Center, Visitors Center/Tourism, and Jonesborough Community Chest.
- A motion was made by Jimmy and seconded by T to approve the proposed bylaw updates related to adding Historic Zoning to the appropriate sections, adding the Jackson Theatre as a charter member, and establishing a process for adding or removing charter organizations through a Board vote. The motion was approved.
- The Board also discussed attendance requirements for charter members. Members agreed that after two consecutive missed meetings, a charter organization should receive written communication regarding attendance and representation. The Board discussed allowing for excused absences and addressing attendance concerns on a case-by-case basis.
- No formal action was taken regarding the attendance portion of the proposed bylaw revisions. Cameo will prepare draft language for the Board to review and consider for a vote at the next meeting.

4. Marketing Report

Hannah provided the marketing report and shared recent social media, website, and advertising performance.

Key updates included:

- Website clicks increased by **476%**.
- Instagram views increased by **104%**.
- Facebook followers increased by **250%**.
- Wizardly World of Jonesborough was one of the top-performing posts, reaching more than **162,000 views**.
- Other top-performing content included Fourth of July fireworks and outdoor/nature-focused content.

For the website, approximately **75,000 users** visited during the month of June. Top-performing pages included:

- Jonesborough Days: more than **15,000 views**
- Storytelling Live: more than **8,000 views**
- Wizardly World of Jonesborough: nearly **7,000 views**
- Music on the Square: approximately **3,500 views**
- Main Street Brews & Tunes: approximately **1,500 views**

Paid summer campaigns promoting Wetlands Water Park, Storytelling Live, and the Jackson Theatre generated:

- **1.2 million impressions**
- **30,000 clicks**
- A **2.47% click-through rate**

The Wetlands Water Park campaign drove nearly **11,000 users** to the website and accounted for approximately 41% of all website users during June. Video creative continued to perform especially well.

The Jackson Theatre also showed strong growth, including a **301% increase in website users year over year**. Paid social media campaigns for the Jackson Theatre generated nearly 8,000 clicks and a **6.45% click-through rate**.

5. Updates from Cameo

Cameo Waters provided several updates, including:

- The Jonesborough Visitor Center renovations are nearing completion, and the next Board meeting is expected to return to the Visitor Center. We have redone the walls and refinished the floors.
- Additional renovations are planned for the Visitor Center bathrooms
- Information regarding all street closures is available online, including closure times, locations, and event permit information.
- The Town continues working with the County on local tax and tourism initiatives.
- The Town received access to short-term rental data through a State of Tennessee initiative. This information may help identify opportunities to connect short-term rental owners and improve the visitor experience.
- Jonesborough will host the **Tennessee Main Street Conference on October 13–14, 2026**. Board members were invited to attend workshops and participate.

The Board also discussed the impact of weather on Wetlands Water Park operations. Despite weather-related closures, the Water Park has experienced a strong season and increased revenue, including several days with revenue exceeding $20,000.

The Senior Center Ambassador Program and the Jonesborough 101 program were also highlighted as successful initiatives that help new residents learn about the community, its services, and local attractions.

6. Event Review: Jonesborough Days

Isabel Hawley Lopez provided a review of the July 3–4 Jonesborough Days celebration. Extreme heat affected attendance and some activities on the first day, including the use of inflatables. The second day experienced cooler temperatures and increased attendance. Highlights included:

- A well-attended parade
- Moon Pie Eating Contest

- Watermelon Social
- 250th anniversary programming
- A car show at the library
- Heritage programming and the Heritage Fair
- An Eagles tribute band
- A successful fireworks show

7. Upcoming Events: Wizardly World of Jonesborough

The Board received an update on the upcoming Wizardly World of Jonesborough event, scheduled for **July 31–August 1, 2026**.

The event will include a variety of activities, including:

- The Great Hall Dinner on Friday, July 31
- Wizardly World of Jonesborough activities on Saturday
- Treats, drinks, and experiences throughout downtown
- Wand-making activities
- Alcohol ticket add-ons for adults
- A beer garden at the Jackson Theatre
- A Sorting Hat ceremony
- Local actors portraying themed characters
- The Sorcerer's Sprint and GooseChase activities
- A costume contest
- Mixology workshops
- Additional community-led themed activities
- **The Great Hall Dinner** will feature a themed plated meal, specialty cocktail and mocktail options, animal experiences, giveaways, and other themed activities. Ticket sales were progressing well, with a target of approximately 50–75 guests.
- Saturday ticket sales were ahead of the previous year, and the Board expressed optimism that the event would sell out. Community members will still be able to visit downtown and participate in free activities without purchasing an event ticket.

Additional Board and Community Updates

Several upcoming events and programs were shared:

- **Pumpkin Fest:** Saturday, September 19
- **Farm to Table Dinner:** August 15; event was reported to be sold out
- **Music on the Square:** Continues through the summer season, including Carson Peters on August 14, with the season ending September 25
- **Jackson Theatre programming:** Upcoming events include concerts, 250th anniversary programming, Meet the Washingtons, Dinner with George and Martha, and a new Metropolitan Opera: Live in HD series beginning August 22

- **The Gatlin Brothers:** Scheduled for December 4 as part of their farewell tour
- **Storytelling Festival:** Upcoming fall event
- **Jackson Theatre Radio Show:** Upcoming program featuring Annie Oakley and animal stories, with donations encouraged

New Board Member

Cameo welcomed **Dave Bernhardt** as the new representative from JRT. Board members introduced themselves and their affiliated organizations.

8. Remaining 2026 Meeting Dates

The remaining Board meeting dates for 2026 are:

- **September 15, 2026**
- **November 17, 2026**

Both meetings are anticipated to be held at the Jonesborough Visitor Center. Board members will be notified of any changes.

The meeting was adjourned.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.6

SUBJECT: Supervisor Reports

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1. Human Resources
2. Street Department
3. Fire Department
4. Utilities
5. Police Department
6. Visitors Center
7. Senior Center
8. McKinney Center
9. Jackson Theatre
10. Parks and Recreation
11. Building Inspector

From The Desk Of:
Michelle Stewart
Director of Human Resources

During the first two weeks of August 2026, the Human Resources Department continued to support Town operations through recruitment, onboarding, employee engagement initiatives, training, compliance efforts, and workforce development activities.

Staffing & Onboarding

- Completed onboarding for the following new employees:
  - James Murray – Public Safety Officer
  - Jason Byrd – Wastewater, Assistant Director
  - Elisha Heins – Public Safety Officer
  - Sean Nodland – Jackson Theatre, Host (part time)
  - Joe Reynolds – Streets, Equipment Operator
  - Cameron Whaley – Water Distribution County Crew, Water Worker I
  - Bryan Neece – Streets, Equipment Operator
- Transferred Tyler Edwards from Streets to Water Distribution, County Crew
- Coordinated pre-placement physical examinations and related pre-employment requirements for incoming employees –
  - Firefighter
  - Marketing Coordinator, Jackson Theatre
  - Host, Jackson Theatre

Recruitment & Workforce Support

- Continued recruitment and hiring support for Town departments.
- Coordinated candidate communications and onboarding requirements for newly selected employees.
- Assisted departments with workforce planning and staffing needs.
- The positions open currently are a Meter Reader in Water Quality and an Equipment Operator in Streets.

Employee Recognition & Engagement

- Coordinated and completed the Employee of the Month selection process in partnership with the Employee of the Month Committee.
- Continued employee engagement efforts through recognition and communication initiatives.

Benefits Administration

- Continued administration of employee benefits and helped employees with benefit-related questions and concerns.

Compliance, Policy & Risk Management

- Met with Matt Hensley (MTAS) to discuss training needs and hosting MTAS training in Jonesborough in 2027.
- Met with Utilities staff regarding employee scheduling and workforce needs at the Water Treatment Plant.
- Continued support of compliance-related Human Resources functions and personnel administration.

Employee Communication & Cybersecurity Awareness

- Completed KnowBe4 cybersecurity training.
- Prepared and scheduled five cybersecurity awareness emails for distribution to Town staff to reinforce cybersecurity best practices and employee awareness.

Training & Professional Development

- Attended the HR Roundtable in Kingsport, collaborating with regional Human Resources professionals and gaining insight into current HR trends, compliance updates, and best practices.
- Continued collaboration with department leadership on staffing, employee development, and operational improvement initiatives.

Boards & Community Representation

- Continued supporting organizational goals through participation in meetings and collaborative efforts involving Town departments and external partners.

In addition to the activities highlighted above, the Human Resources office continued to coordinate all routine Human Resources functions, including benefits administration, payroll changes, employee relations, recruitment, onboarding, compliance activities, and other daily HR operations. As always, I remain committed to supporting employees, ensuring compliance, strengthening communication, and providing responsive Human Resources services across all Town departments.

TOWN OF JONESBOROUGH

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Street Department Monthly Report August 2026

August was a busy month for the Street Department. Several heavy rain events caused drainage issues, and we worked to address problems as they arose. The storms also brought down trees and limbs, keeping the Street Crew busy clearing streets. These events highlighted several major drainage concerns, including new sinkholes, which we are also working to repair.

Street pavement patching remains one of our main priorities as we work to catch up. Utility cuts are being patched more quickly; when we set up for patching, we typically complete three to four repairs. Larger cuts can take most of a day, while smaller cuts usually allow us to complete three to four in a day.

We continue to mow the rights-of-way, though some areas have become more difficult to maintain. Our arm mower is currently down for repairs, which has slowed work in problem areas and prevented us from completing some mowing tasks. We will continue to address what we can.

We received the remaining portion of last year's winter road salt order. We expect to receive this year's price list this fall. I will need to order at least 100 tons to get through the winter.

Because I began this position three weeks ago, I cannot say with certainty whether expenditures are on track. However, based on what I have reviewed so far, I believe they are, and the responsibilities are becoming easier as I continue learning the role.

On August 18, at approximately 7:30, we were notified of a sinkhole at the intersection of East Jackson and Forest Circle. Inspection revealed a hole in the pavement, and further review showed that the fill beneath the pavement had washed out, creating a cavity approximately 10 feet wide and extending the length of the west lane of the intersection. The connection between the culvert and manhole had not been sealed properly, allowing water backflow to create the void. We corrected the issue by cutting out the pavement,

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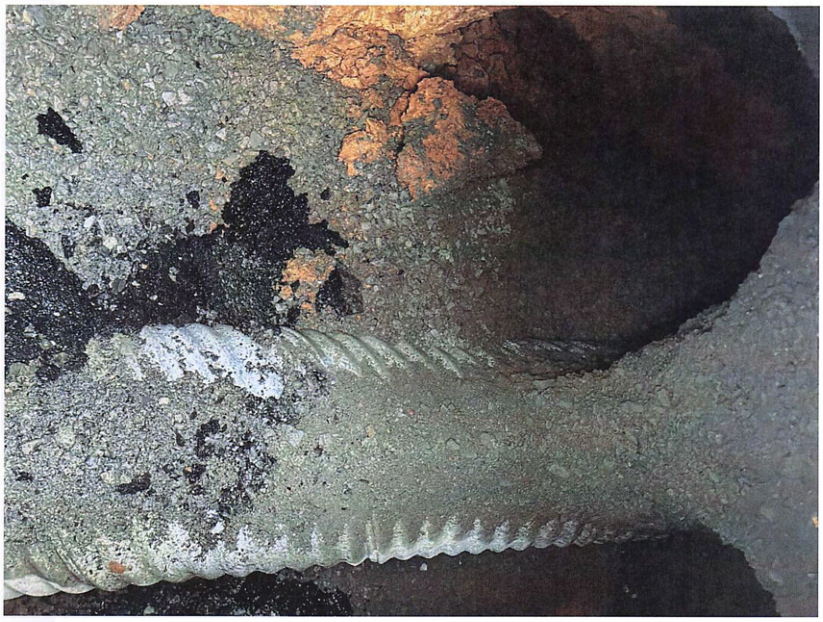
excavating the void, cementing and sealing the manhole/culvert connection, and refilling the area. We are currently waiting to repave the cutout section. (See attached photos.)

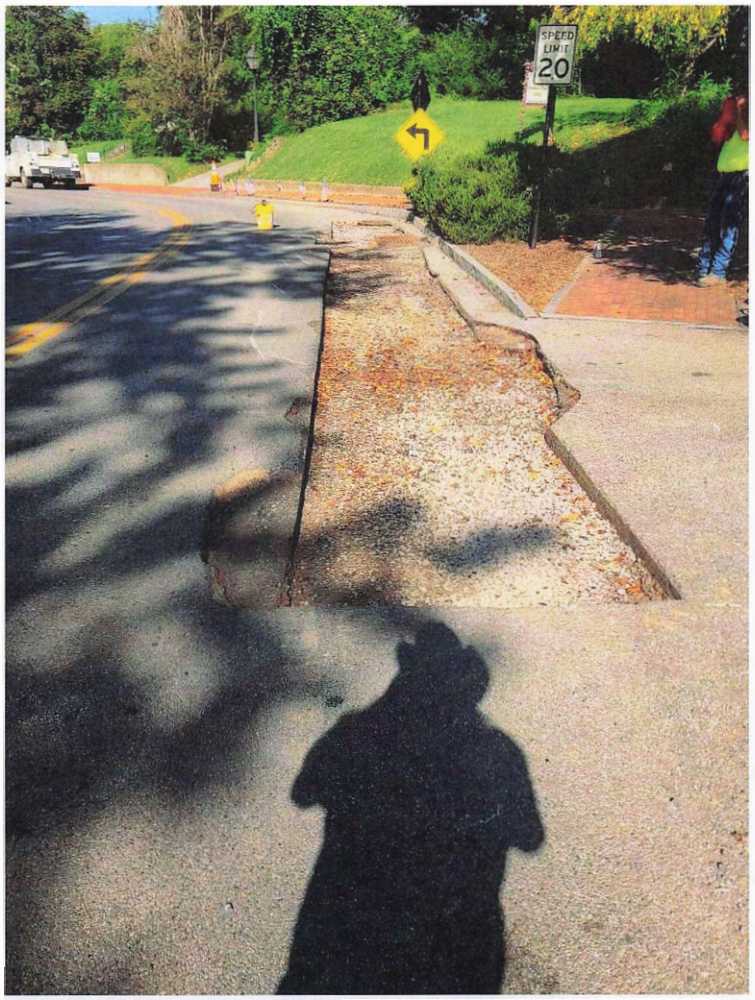
On August 25, crews repaired the East Main cutout, along with several other utility cuts and roll curb in problem areas. (See photos.)

Billy Miller

Director of Street Maintenance



East Main



Jonesborough Fire Incident Count (NERIS)

Dataset: Fire Incidents (NERIS)

Date of Export: September 01, 2026 at 09:04:53

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

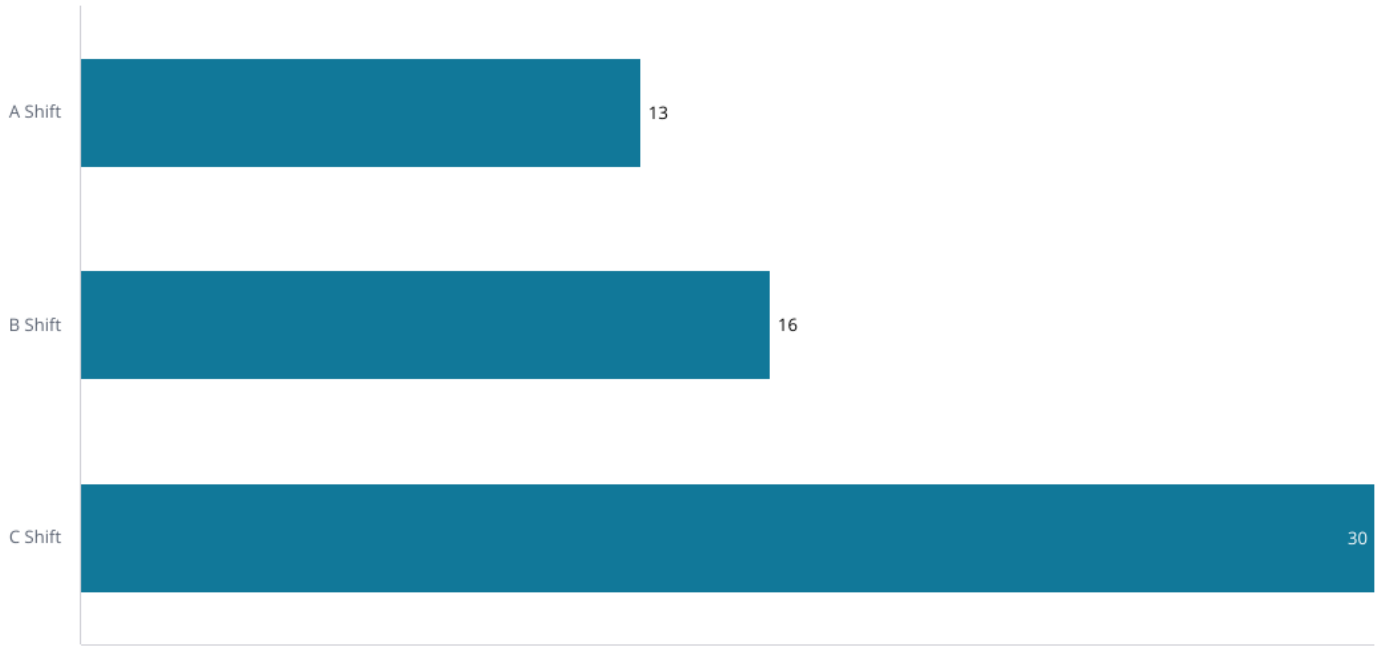
Last Updated: August 15, 2026 at 09:38:06

Count of Total Incidents

Count of Total Incidents

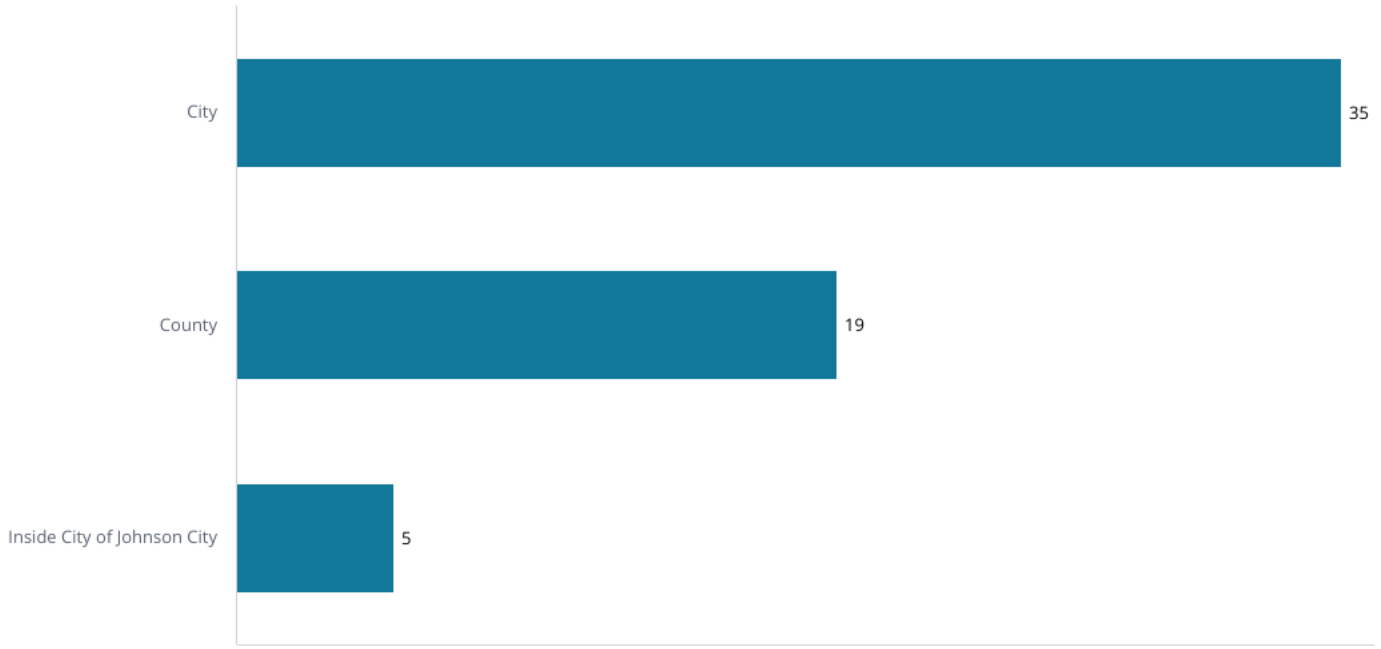
Incidents by Shift

Incidents by Shift



Incidents by District

Incidents by District



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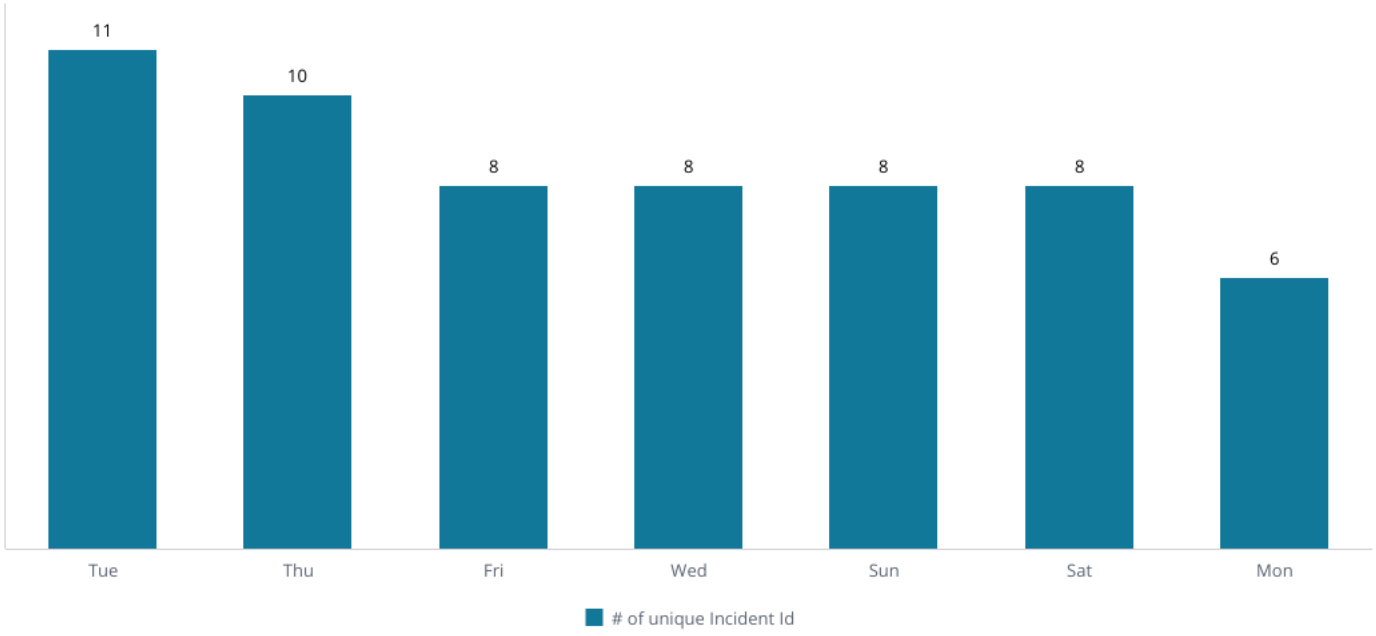
Fire Incident Count (NERIS)

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

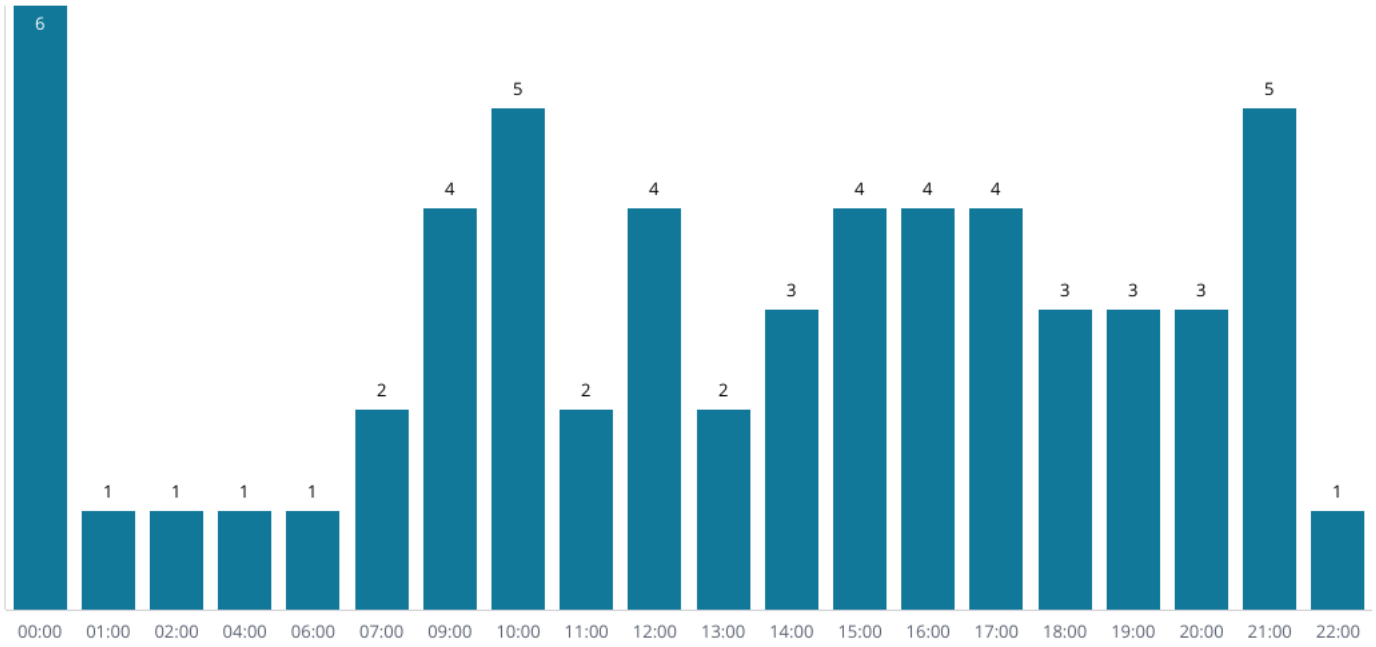
Incident Count by Day of Week

Incident Count by Day of Week



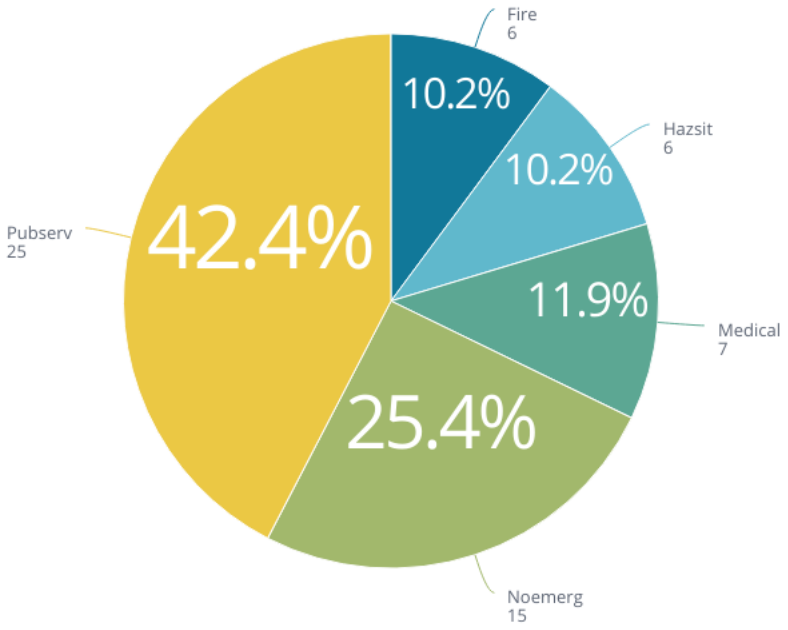
Incident Count by Hour of Day

Incident Count by Hour of Day



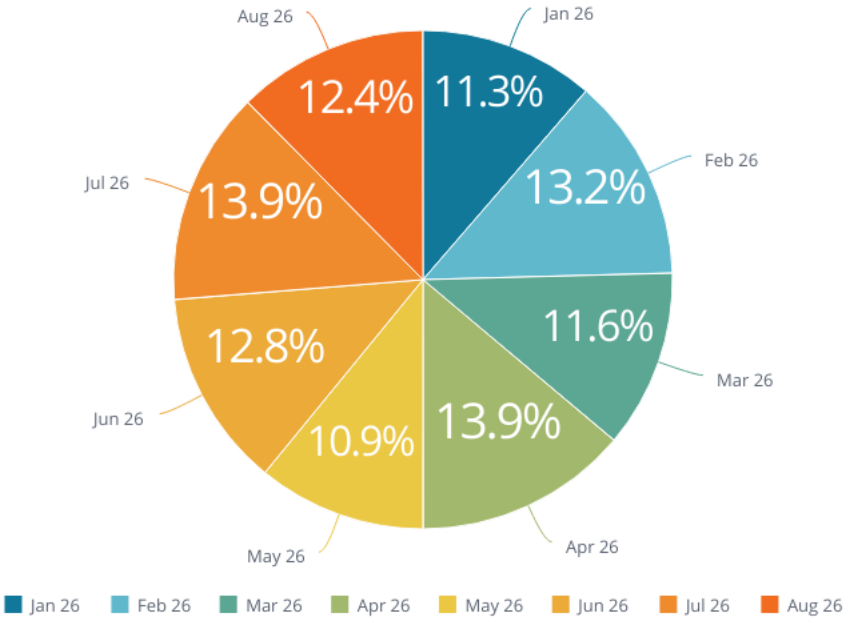
Percent of Incident Responses by Incident Type

Percent of Incident Responses by Incident Type



Incident Count By Month (This Year)

Incident Count By Month (This Year)



Incident Count By Month (This Year)

Months in Core incident onset date/time	Count of Incidents
January 2026	54
February 2026	63
March 2026	55
April 2026	66
May 2026	52
June 2026	61
July 2026	66
August 2026	59
Count of Incidents	476

Utilities August 2026 Monthly Report

From: Utility Manager, Kevin Brobeck

To: Jonesborough Board of Mayor and Aldermen

The Utilities Department continued demonstrating its commitment to operational excellence, infrastructure investment, and responsible stewardship of the Town's utility systems throughout August. Across all divisions, staff remained focused on providing safe, reliable utility services while advancing major capital improvement projects, completing critical maintenance and system upgrades, strengthening asset management initiatives, and maintaining compliance with State and Federal regulatory requirements. Significant progress continued across the Department, including ongoing construction of the new Water Treatment Plant, advancement of major water and wastewater infrastructure projects, continued expansion of GIS/GPS system mapping, and improvements to equipment and operational capabilities. Staff also remained focused on preventative maintenance, customer service, interdepartmental coordination, and long-term planning to strengthen the reliability and resiliency of the Town's utility infrastructure. Weekly Directors Meetings and monthly Operational Meetings continued reinforcing communication, accountability, and coordinated decision-making across all divisions, helping ensure operational priorities and infrastructure projects continued moving forward. These combined efforts reflect the Department's ongoing commitment to protecting critical infrastructure, maintaining dependable utility services, and preparing the Town's utility systems to meet both current and future needs.

The Water Quality Department continued supporting reliable utility operations throughout August through meter reading and maintenance, customer service, cross-connection compliance, and distribution system support. Staff responded to customer concerns involving water usage, leaks, pressure, and water quality while coordinating with Distribution and other utility divisions to address field conditions, maintain accurate system records, and support efficient day-to-day operations.

Key Activities and Accomplishments for the Month Include:

- Performing meter readings for Billing Cycles 1-4, totaling 14,131 meters. This ensures and maintains accurate usage records for billing support.
- Worked the non-payment cut-off lists, resulting in 178 service disconnections due to non-payment.
- A total of 35 new taps were entered into Local Gov (LGC) for billing.
- Meter rechecks were performed in multiple areas, totaling 120. Rechecks are performed due to leak alerts, high usage concerns, various customer requests, and to assist with locating and marking meters for improved visibility.
- Staff responded to a high volume of customer inquiries relating to leaks, high bill/water usage, service availability, and meter concerns. The total number of customer concerns for the month was 745 compared to last month's total of 437.
- Continued routine meter maintenance activities throughout the system, including clearing vegetation around meter boxes, replacing damaged lids, raising boxes where necessary, marking meter locations and valves, and improving accessibility and visibility for customer and field personnel.

- Assisted with setting up newly purchased meters by documenting service numbers and locations and replaced a malfunctioning 2-inch meter with a new unit.
- Participated in a FEMA coordination meeting regarding continued documentation and information needs associated with the Water Treatment Plant and Hurricane Helene recovery efforts.
- The Cross Connection Specialist remained focused on protecting system integrity, supporting backflow compliance, and assisting with customer service and meter-related operations throughout August. Staff continued annual backflow reporting, GPS documentation, meter maintenance, and customer assistance while supporting daily Water Quality operations.
    - Continued annual backflow compliance activities by distributing testing notifications, following up on outstanding test reports and expired devices, and coordinating with customers and testing providers to obtain required documentation.
    - Requested an updated backflow report for Mount Zion Church and completed follow-up on Lowe's test reports, updating the associated compliance file.
    - Coordinated with the Washington County Justice Center regarding missing reports.
    - Performed non-payment cut-offs, service restorations, meter rechecks, dispatches, and other customer service activities throughout the month.
    - Assisted with flushing and rechecking automatic flush valves at multiple locations and responded to water quality concerns, including air in the water lines along Sliger Road, where flushing resolved the reported issue.
    - Assisted a customer on Highway 81 North with investigating an ongoing pressure-reducing valve (PRV) concern and assisted a customer on Dry Creek Road with locating, marking, and GPS documenting a meter for Cartegraph.
    - Replaced two damaged meters after identifying possible pressure-related issues contributing to cracking at the bottom of the meters. Customers were advised of the findings, and the locations will continue to be monitored.
- The Valve Maintenance Specialist continued supporting distribution system operations throughout August through system flushing, valve maintenance, customer assistance, leak response, and coordination with Distribution, Water Treatment, and GIS/GPS personnel.
    - Flushed approximately 204 locations throughout the distribution system to address water quality concerns, air in water lines, and other operational needs.
    - Performed maintenance, inspections, and operational checks on numerous automatic flush valves throughout the system, including installation of new control modules at Jerry Moore Road and Big Bear Lane and replacement parts at the Dee Runion automatic flush valve.
    - Located and marked mainline and blowoff valves at multiple locations, including Shelton Road, Mt. Wesley Road, Greenwood Drive, Forest Drive, and Audrey Lane, to support maintenance, emergency response, and system documentation.
    - Assisted Distribution with leak response and valve locating at several locations, including Old Stagecoach Road, Highway 81 North, Taylor Drive, Miller Crossing, Old Boones Creek Road, Horseshoe Bend, and William Bean Loop.
    - Assisted the Water Treatment Plant with locating and marking valves at the Bumpus Cove Pump Station in preparation for contractor work.

- Performed pressure and flow testing in response to customer concerns on Taylor Drive and Ducktown Road, including investigation of reported low-pressure conditions.
- Assisted a customer on Corby Bridge Road by replacing a service line, riser, and back nut and provided additional customer assistance at multiple locations throughout the system.

The Water Distribution Department continued strengthening the Town's water infrastructure throughout August through proactive system maintenance, timely leak repairs, new service installations, and significant waterline improvements/extensions. Crews remained focused on maintaining reliable water service while advancing major infrastructure projects, improving system isolation and accessibility, and supporting continued residential and commercial growth throughout the service area.

Key Activities and Accomplishments for the Month Include:

- Repaired a total of 41 main line and service line leaks during August, while continuing to respond to leaks and breaks in a timely manner to minimize service disruptions.
- Installed a total of 29 new service taps, an increase from 17 in July.
- Completed 352 Tennessee One Call utility locates in support of proposed work activities by utility and communication providers.
- Replaced 5 meter boxes during August and completed cleanup of approximately 20 customer yards following distribution system work. An additional 130 yards remain scheduled for seeding/restoration.
- Tommy Campbell Road: Completed a major waterline relocation associated with the Washington County Highway Department's new bridge project. Crews installed approximately 320 linear feet of 12-inch ductile iron water main across the creek, tied the new line into the existing 12-inch (AC) main, and installed 12-inch valves and 2-inch blowoffs on both sides of the crossing. The work provides isolation and flushing capabilities on each side of the creek while accommodating construction of the new bridge.
- Dulaney Road Waterline Project: County Construction crews installed approximately 1,980 linear feet of 6-inch ductile iron water main during August, along with four ¾-inch service taps, two 6-inch tees, eight 6-inch gate valves, two fire hydrants, and two blowoff assemblies. Despite encountering substantial rock, crews completed the pipe-laying portion of the approximately 4,500-foot project. The new line is installed, with water quality sampling and final cleanup activities remaining before full project completion.
- Replaced two deteriorated valves near the intersection of Highway 81 North and Horseshoe Bend Road. Crews replaced a faulty 6-inch gate valve with a new 6-inch gate valve and tee assembly and replaced a broken 3-inch gate valve with a new 6-inch valve and reducer assembly, improving the ability to isolate and control water flow within this portion of the distribution system.

- Located, uncovered, and raised a previously buried 16-inch transmission line valve at South Cherokee Street and Forest Drive, restoring access to this critical valve for future system operation, maintenance, and emergency isolation.
- Performed preventative maintenance on seven fire hydrants in the downtown area following coordination with the Fire Department. Crews exercised, lubricated, and inspected the hydrants to verify proper operation and accessibility.
- Completed several preventative maintenance and service improvements throughout the system, including replacement of a ¾-inch service line at 301 Berkley Court, installation of a traffic-rated meter box at 1006 Mill Springs Road, and replacement of the meter setter and service line at 111 Jackson Lane.
- Repaired a significant sunken area at 134 Woodruff Lane associated with a previously repaired water leak. Crews excavated the affected area and completed the necessary repairs and backfill to address the settlement.
- Continued planning for upcoming waterline extensions projects.

The Water Treatment Plant (WTP) continued providing safe, reliable drinking water throughout August while maintaining compliance with State and Federal regulatory requirements and meeting increased system demand. Staff remained focused on regulatory monitoring, preventative maintenance, equipment repairs, and infrastructure improvements while also supporting significant progress for the new Water Treatment Plant, Raw Water Intake, and booster station facilities.

Key Activities and Accomplishments for the Month Include:

- Processed approximately 92.7 million gallons of water during August, with an average daily production of 3.57 million gallons per day.
- Operations remained in compliance with all State and Federal regulatory requirements while continuing to meet system demand throughout the month. All in-house and external laboratory test results remained within applicable standards.
- Monthly Operations Reports (MOR) were completed and submitted to the state on 08/05/26. This report is a compliance document that outlines water quality, production, chemical usage, and operational details for the previous month. The report shows that all safe drinking water standards were met.
- Routine water quality monitoring including Bacteriological, TOC/DOC, and fluoride sampling all confirmed the continued delivery of safe drinking water.
    - The first round of Bacteriological samples was collected the week of 08/04/26 and the second round collected 08/18/26. We are required to collect a total of 40 Bacteriological samples per month. All 40 samples that were tested came back negative for bacteria. This sampling is done to check for the presence of bacteria, which can indicate contamination and the potential presence of harmful pathogens in the water.
    - Monthly samples for the Total Organic Carbon (TOC) and Dissolved Organic Carbon (DOC) were also collected the week of 08/05/26 and sent to Waypoint Analytical. These samples are sent in to measure the amount of organic material

in a water source. The results for this month were well below maximum mandated levels.
    - Monthly fluoride samples from the distribution system were taken and submitted to Waypoint Analytical for analysis on 08/05/26. Fluoride is added to help prevent tooth decay by strengthening tooth enamel which makes teeth more resistant to cavities. The Environmental Protection Agency (EPA) requires that fluoride levels in water do not exceed 2.0 parts per million. The test results resulted in a fluoride residual of 0.40 parts per million compared to last month which was 0.54 parts per million.
- Hosted the Jonesborough 101 group for a tour of the Water Treatment Plant on August 1, providing participants with an overview of the Town's water treatment processes and plant operations.
- New Water Treatment Plant Construction: Continued significant progress on construction of the new Water Treatment Plant. During the August 19 progress meeting with Judy Construction, updates included:
    - Filter Building: Continued concrete construction, including completion of three exterior walls, filter bottoms, portions of the filter walls, and initial backfilling around the office/laboratory area.
    - Clearwell: Completed micropile installation and underslab piping, poured the base slab, and began construction of the walls.
    - Chemical Building: Completed excavation and site preparation and began construction of the footers and foundation walls.
    - Upcoming Work: Construction will continue on the Filter Building, Clearwell, and Chemical Building, with excavation for the Sedimentation Basin and installation of the precast Pipe Gallery Pump Station structure planned as the next major phases.
- Heron Construction arrived at the Raw Water Intake on August 24, to begin replacement of the damaged intake screen located in the river due to Hurricane Helene. Initial work includes constructing an access road to the river to support equipment and construction activities associated with the screen replacement.
- Successfully commissioned and placed the new Bumpass Cove Booster Station into service on August 3, 2026. The station is fully operational and has been integrated into the Town's High Tide SCADA system, allowing operators to remotely monitor station performance and operating conditions. Plans for removal of the former booster station are still being finalized.
- Purchased a crane truck through approved capital funding for the Water Treatment Plant. The truck will provide staff with additional in-house lifting capability for maintenance and repair of pumps, valves, and other heavy plant equipment.
- Multiple maintenance activities were performed throughout the month of August, including:
    - Continued addressing operational issues with the MIOX machines at the WTP. MIOX machines generate a chlorine-based disinfectant on-site, which is then used in the water treatment process to disinfect the water and help ensure it is safe for distribution to customers. MIOX Machine No. 2 experienced a failure on August 9, requiring Specialized Operations Services to respond from Nashville and perform an emergency temporary repair. Follow-up service identified additional issues with both machines, including replacement of a power module on Machine No. 1 and

electrical leads on Machine No. 2. A leaking power cell on Machine No. 2 was identified as the likely source of ongoing power fluctuations and will require additional repair.
    - Completed repairs at the Rockhouse Booster Station, where Valley Equipment replaced the main grease seals on Pump No. 3. During the pump repair, the station's 2-ton hoist became inoperable, requiring Crane 1 to respond and complete repairs to the hoist.
    - Completed additional preventative maintenance and equipment improvements, including changing the oil in the flocculation mixer and replacing the digital displays serving the filter flow meters.
    - Continued repairs to the WTP's large tractor after the rear control arms malfunctioned. West Hills Tractor repaired and recalibrated the control arms, while replacement of the damaged Bush Hog driveline remained under warranty review.

The Utilities Maintenance Department continued strengthening the reliability, safety, and operational efficiency of the Town's utility infrastructure throughout August. Staff completed significant electrical and mechanical improvements at booster stations and the Water Treatment Plant, expanded SCADA monitoring capabilities, performed preventative maintenance and equipment repairs, and continued improving in-house maintenance resources to support dependable water and wastewater operations.

Key Activities and Accomplishments for the Month Include:

- Bumpus Cove Booster Pump Station:
    - Successfully completed the full startup and commissioning of the new Bumpus Cove Booster Station.
    - The existing High Tide SCADA control panel was relocated from the former station to the new facility and reconfigured with High Tide technical support to accommodate the new station controls. New pressure transducers, conduit, junction boxes, and communication cabling were installed to provide SCADA monitoring of both suction and discharge pressures.
    - Investigated nuisance low-suction shutdowns following startup and adjusted the pressure switch to a more appropriate operating level, reducing unnecessary shutdowns while maintaining system protections.
    - Replaced facility locks as part of final startup and securing improvements.

- Charlie Hicks Booster Pump Station:
    - Installed new suction and discharge pressure transducers, along with the necessary conduit, junction boxes, and cabling, in preparation for startup and integration with the High Tide SCADA system.
    - Replaced facility locks while preparations for final commissioning continued.
- Water Treatment Plant – High Service Pump Controls:
    - Completed installation of new High Service Pump controls in the Water Treatment Plant basement by installing conduit and control enclosures, pulling new wiring, and installing start/stop push buttons. The improvements extend pump control to the lower level, allowing operators to perform emergency shutdown and startup

procedures more safely and efficiently without having to travel between floors during critical operating situations.

- Water Treatment Plant – Filter Flow Monitoring
    - Completed replacement of the remaining filter flow meters and process displays, including programming and operational testing of the new equipment. The upgrades provide operators with reliable flow information for monitoring and controlling the filtration process.
- Rockhouse Booster Pump Station:
    - Investigated an abnormally high bearing temperature on Pump No. 3, removed the motor, and coordinated repairs with Valley Equipment. The motor bearing was replaced, and the motor was reinstalled and balanced before being returned to service. During the repair, the station's new hoist also became inoperable; Crane 1 was brought in to troubleshoot and repair the equipment, restoring the hoist to proper operation.
- Woodlawn Booster Pump Station / Persimmon Ridge:
    - Responded to a temporary loss of communications at the Woodlawn Pump Station and Persimmon Ridge Tank, successfully resetting both systems and restoring normal communications. Staff also adjusted the pump packing at Woodlawn as part of ongoing preventative maintenance.
- SCADA System Improvements:
    - Updated the High Tide SCADA user configuration to provide individual operator logins, improving system accountability and allowing operator activity to be more effectively tracked within the control system.
- Water Treatment Plant / Raw Water Intake
    - Assisted with repair of damaged underground electrical conduit associated with ongoing construction activities and relocated the remaining carbon pallets to the Raw Water Intake.
    - Began evaluating options to address ice buildup around the sedimentation basin weir troughs, including gathering information for potential heat-trace improvements.
- Maintenance Equipment and Facility Support:
    - Acquired the department's new crane truck and coordinated preparation of the vehicle for service, while obtaining quotes for the tools and equipment needed to fully outfit the truck for utility maintenance operations.
    - Completed maintenance inspections at utility sites, installed new padlocks on remaining Automatic Transfer Switches (ATS), and performed grounds maintenance around the lagoons.

The GIS/GPS Department continued expanding and enhancing the Town's utility asset management program throughout August through extensive GPS field surveying and ArcGIS Online (AGOL) mapping. Staff documented both existing and newly installed water infrastructure across numerous service areas, improving the accuracy and completeness of the Town's digital utility records while providing field personnel with reliable information for maintenance, emergency response, system operations, and future infrastructure planning.

Key Activities and Accomplishments for the Month Include:

- Continued comprehensive GPS data collection and ArcGIS Online (AGOL) mapping of the water distribution system, documenting waterline isolation valves, fire hydrants, hydrant shutoff valves, blowoff valves, air release valves, customer meters, and other critical water system assets.
- Completed extensive GPS mapping throughout the West Jackson Boulevard, Payne Road, West College Street, Walnut Grove, Union Church Road, Old Boones Creek Road, Depot Street, Fourth Avenue, South Cherokee Street, East Main Street, Old Embreeville Road, Old Jonesborough Road, and Mill Springs Road service areas, along with numerous connecting streets and subdivisions.
- Documented newly installed water infrastructure within the Skyline Landing subdivision, including new 6-inch waterline valves, fire hydrants, hydrant shutoff valves, and blowoff valves along Azure Landing, Middays Rest, Twilight Falls, and Daybreak Circle.
- GPS mapped water meters within the new Hairetown Estates subdivision on Tortoise Way, ensuring newly developed service locations are accurately incorporated into the Town's digital utility records.
- Completed detailed mapping of significant large-diameter water transmission infrastructure, including 12-inch, 16-inch, and 24-inch waterline valves and associated air release valves along Fourth Avenue, Forest View Drive, South Cherokee Street, and Mill Springs Road. Accurately documenting these critical transmission assets provides field personnel with improved information for system isolation, maintenance, and emergency response.
- Expanded mapping of subdivision and residential water infrastructure throughout Jackson Heights apartment complex, Walnut Grove subdivision, Mockingbird Place subdivision, Bittersweet Trail/Baileigh Lynn Loop, Sycamore Circle, Sycamore Drive, Taylor Drive, Holmes Road, Broyles Drive, Timber Ridge Road, and Ridge Lane, documenting valves, hydrants, blowoffs, and other associated assets.
- Continued expanding the Town's comprehensive digital utility asset inventory by mapping infrastructure from neighborhood distribution lines to major transmission mains, providing increasingly accurate system information to support field operations, maintenance planning, emergency response, customer service, and future capital improvement projects.

The Wastewater Department continued strengthening system reliability and operational performance throughout August through proactive maintenance, infrastructure improvements, and responsive customer service. Staff maintained regulatory compliance, advanced major capital improvement projects, performed preventative maintenance throughout the collection system, and continued addressing infiltration and inflow (I&I) while maintaining reliable wastewater treatment operations.

Key Activities and Accomplishments for the Month Include:

- CIPP Project (M&M Pipe Servies): Project 95% complete; M&M Pipe Services is preparing to complete the remaining work during Fall 2026.
- A-Station Project (Franklin Underground): Project 65% complete, with gravity sewer installation continued in the Angle Street and West College area.

- All industries remained in compliance with industrial pretreatment permit requirements, and the Wastewater Treatment Plant remained compliant with its NPDES permit throughout the month.
- Continued substantial progress on the Angle Street Stormwater Project throughout August. Crews completed fill work and began applying topsoil, seed, and straw to stabilize disturbed areas. Additional work covered under the property easement agreement will continue as weather conditions permit.
- Conducted maintenance and repair activities at numerous pump stations, including Bush Hog, Walnut Grove, Stage Road, Blalock, Performance Drive, Timber Ridge, Boones Creek, Mountain View, Avalone Grove, Heritage Place, and Persimmon Ridge. Work included station repairs, cleaning, routine inspections, grounds maintenance, and verification of proper equipment operation.
- Continued servicing STEP units, sewer lines, cleanouts, and customer connections throughout the collection system. STEP unit repairs were completed at multiple locations, including West College Street, Stage Road, JA Ramsey Road, East AJ Highway, and East Main Street. Crews also performed line maintenance and repairs along Persimmon Lane, Hilbert Circle, New Street, and East AJ Highway.
- Relocated a STEP unit on North Cherokee Street to improve accessibility for future maintenance and reduce the potential impact of infiltration and inflow (I&I). Crews subsequently completed grading, seeding, and straw application to restore the disturbed area.
- Completed rehabilitation of a manhole along East Jackson Boulevard following suspected stormwater damage.
- Completed approximately 600 feet of sewer line cleaning and 600 feet of line inspections, along with 6 system repairs, 10 station repairs, 22 station cleanings, and 7 STEP unit repairs during August.
- Responded to 10 customer service calls, all of which were successfully resolved, and completed 637 Tennessee 811 utility locates, with 78 requiring field action.
- The Wastewater Treatment Plant experienced 14 days of precipitation totaling 3.84 inches during August. Average daily influent was approximately 426,000 gallons per day, with the estimated infiltration and inflow rate averaging approximately 49%.
- No wastewater overflows, releases, or treatment plant bypasses were reported during August, representing a significant improvement from the weather-related events experienced during July.
- TDEC conducted an onsite Wastewater Treatment Plant walkthrough during August. No operational compliance issues were noted during the inspection, with formal observations to be provided in the subsequent inspection letter. The separate laboratory inspection was rescheduled by TDEC.

The Purchasing Clerk continued providing essential support to utility operations throughout August by coordinating procurement, maintaining inventory, processing purchasing documentation, and ensuring necessary materials and supplies were available for daily operations and ongoing infrastructure projects. Staff focused on maintaining adequate stock levels, coordinating materials for active and upcoming waterline projects, and supporting accurate and timely purchasing processes across all Utility divisions.

Key Activities and Accomplishments for the Month Include:

- Hosted Aldermen Virginia Causey and Adam Dickson for a tour of the Utilities parts inventory, providing an overview of the materials maintained by the department and explaining how various parts and components are utilized in daily utility operations and infrastructure maintenance.
- Processed and submitted requisitions for purchase orders and continued coding bills and purchasing documentation throughout the month to support timely processing and accurate departmental expenditures.
- Coordinated the ordering, receipt, and staging of materials for the Dulaney Road and Tommy Campbell Road waterline projects, helping ensure construction crews had the necessary materials available as work progressed.
- Continued planning and procurement activities for upcoming waterline extension projects, including obtaining necessary materials and coordinating future project needs.
- Submitted bids for the Adams and Corby Road County Project, supporting preparations for the next planned waterline extension following completion of current construction activities.
- Reviewed inventory levels throughout the month, obtained pricing, and ordered replacement parts to maintain adequate stock for routine maintenance, emergency repairs, and construction activities.
- Continued receiving and organizing parts and materials for current and upcoming projects, including receipt of the purchase order for water service line setters and ongoing receipt of remaining materials required for project completion.
- Coordinated the purchase and distribution of janitorial supplies for multiple Utility departments, supporting routine facility operations throughout the department.
- Continued maintaining and organizing the parts and inventory area, including cleanup activities and coordination of the roll-off dumpster for removal.

In closing, the Utilities Department remains firmly committed to accountability, operational excellence, and responsible stewardship of the Town's utility infrastructure. Through coordinated efforts across all divisions, staff continued to make measurable progress on critical infrastructure improvements, capital projects, preventative maintenance initiatives, and asset management efforts while maintaining safe and reliable day-to-day operations. Continued investment in employee training, safety, technology, equipment, and system improvements further strengthens operational efficiency and supports the long-term reliability and resiliency of the Town's water and wastewater systems. This unified, department-wide approach ensures the consistent delivery of dependable utility services while positioning the Department to effectively support the Town's current needs, future growth, and continued infrastructure investment.

Thank you,
Kevin Brobeck
Utilities Manager

Town of Jonesborough

Water Quality Department

Monthly Report

AUGUST 2026

Meters Read:	Meters Cut On/CBOP	Meters Cut Off:	Meters Rechecked:
14,131	181	50	120

Meter Maintenance:	Non-Payment:	Customer Inquiries:
Meters Marked - 16	178	745
Meters Serviced- 75		
Locations Entered in Harmony- 35		

Water Line Flushing:	Service Line Leaks:	Reports & Spreadsheets:
204	15	1,261

Valve Maintenance:	Dispatch & Service Calls:	Water Line Locates:
Valves exercised-142	1,348	19

Total Actions Taken: 18,520

Town of Jonesborough
Water Quality Department
Monthly Cross-Connection / SCADA Report

MONTH ENDING	SUBMITTED TO
August 31, 2026	Artie White, Water Quality Director

PROGRAM OVERVIEW

The Cross-Connection Control Program protects the Town's drinking water system from potential contamination by monitoring backflow prevention devices, tracking required certifications, coordinating customer compliance, and maintaining accurate system records. This month, Cross Connection specialist Tim Sjogren, continued certification follow-up, expanded digital asset-management efforts, and supported SCADA and Water Quality operations.

CURRENT STATUS OF BACKFLOW PROGRAM

PROGRAM STATUS	August 2026
Total Monitored Devices	336
Active Certified	230
Active Expired	27
Active Failed	6
Inactive	62
Air Gaps	27
Certifications Due in September	5

CROSS-CONNECTION ACTIVITIES

- Processed and issued expired backflow notices and continued follow-up with customers requiring updated testing documentation.
- Requested an updated backflow report for Mount Zion Church and completed follow-up on Lowe's test reports, updating the associated compliance file.
- Coordinated with the Washington County Justice Center regarding missing reports.
- Contacted responsible parties for three Boones Creek Plaza locations and obtained scheduling information for required testing.
- Reviewed the Cross-Connection database for September recertifications to support proactive notification and continued compliance.

SCADA & ASSET MANAGEMENT

Supervisory Control and Data Acquisition (SCADA) allows Utility personnel to remotely monitor critical operating conditions and system information in real time.

- Began expanding OpenGov backflow records by linking digital copies of current-year certification reports and available reports from the previous five years, allowing staff to quickly review an asset's certification history and compliance status.
- Continued planning to add real-time pressure monitoring at the Muddy Fork master meter site, improving visibility of distribution-system pressure and changing operating conditions.
- Began adding SCADA locations as assets within OpenGov for location details, maintenance records, Standard Operating Procedures (SOPs), and long-term asset-management purposes.

Town of Jonesborough
Water Quality Department
Monthly Cross-Connection / SCADA Report

WATER QUALITY & OPERATIONAL SUPPORT

- Replaced the 2-inch Octave meter serving JD Metals to support accurate water-use measurement and meter reliability.
- Assisted with automatic flush valve upgrades and verification of daily flushing rates and operating points. Routine automatic flushing helps maintain water quality in designated portions of the distribution system.

FOLLOW-UP / UPCOMING WORK

- Obtain updated testing reports from Boones Creek Plaza.
- Continue updating OpenGov backflow assets and attaching digital certification records.
- Review and prepare for Cross-Connection recertifications due during September.
- Continue development of SCADA asset records and real-time pressure-monitoring capabilities.

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

Monthly Report August 2026

Water Distribution

Complaints - 2	**4 - Total Complaints Last Month**
Taps Installed - 29	**17 - Total Taps Last Month**
Tennessee One Call - 352	**347 - Total Last Month**

This Month there were 352 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board.

Water Leaks Total - 41	**38 - Total Last Month**
Down Meters Installed Total - 0	**0 - Last Month**
Meter Boxes Replaced - 5	**4 - Last Month Total**
Yard Work Clean Total - 20	**0 - Total Last Month**

Month of August Town Crew

Yards to sow (130 to sow)

The Town Crew have concentrated their efforts on repairing all leaks and completing all taps that have come in in a timely manner.

Upcoming Line Extensions Town Crew

1262 E. Jackson Blvd-500Lf 6" ductile iron

Upcoming Line Extensions County Crew

- Hartsell Rd- 4500 Feet 6" DI Completed
- Rocky Hollow Rd Completed
- M. Kyker Rd Completed
- M. Kyker/Miller rd. to Cloyd rd. Awaiting Approved Plans
- Adams and Corby Rd.
- Dulaney Rd -4500 feet of 6" di- Line installed awaiting samples and clean up

August Monthly Report – County Construction Crew

During the month of August, the County Construction Crew installed 1,980 linear feet of 6-inch ductile iron water main and completed 4 3/4-inch service taps on the Dulaney Road waterline project.

The crew installed 2 6-inch tees, eight 6-inch gate valves, two fire hydrants, and two blow-off assemblies as part of the water main installation.

While laying line, the crew encountered substantial rock but was able to get through the rock and complete the pipe laying portion of the project.

For two weeks this month the crew was reassigned to a 12" line relocation project on Tommy Campbell Road where the crew assisted cutting in two tees and beating rock, after which the crew returned to the Dulaney Road waterline project.

Overall, the crew made steady progress and completed the pipe laying portion of the Dulaney Road project. The crew lacks marginal clean ups on Dulaney Road to be fully completed over the coming days.

Jonesborough Water Treatment Facility

Monthly Report

August 2026

As of August 28th 2026, the total amount of water processed was 92.7 million gallons, with a daily average of 3.57 million, a maximum of 3.89 million, and a minimum of 3.07 million.

This month, Monthly Bac T samples were finished and all samples tested negative. The plant operated within all established parameters. All in-house laboratory test results, as well as all external laboratory test results, were well within the appropriate standards and regulations. The Monthly Operations Report (MOR) was completed and turned into TDEC (State). "Jonesborough 101" group toured the WTP on 08/01/26. New Bumpass Cove Booster Station was brough online. Specialized Operations Services came out and serviced both MIOX machines. The Water Treatment Plant bought a new crane truck. West Hills Tractor is in the process of repairing the large tractor and Bush Hog. Valley Equipment replaced the packing seals on pump #3 at Rockhouse Booster Station. Grace Constable gave a notice of resignation and her last day with the Town will be 09/09/26. Had a progress meeting on 08/19/26 with Judy Construction on the progress of the New Water Treatment Plant. Heron Construction arrived at the Raw Water Intake on 08/24/26 to begin the project of replacing the Raw Water Screens in the river. Operations of the Water Treatment Plant went smoothly while adhering to all State and Federal regulatory standards and meeting water usage demands for the Town of Jonesborough.

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

Seth Van Wyck
Director of Water Treatment

Utilities Maintenance Dept.

Month of August 2026

- *We successfully performed full startup of the new Bumpus Cove booster pump station. I relocated the old High Tide SCADA control panel from the old pump station to the new pump station enclosure. After working with High Tide tech support, I made changes to accommodate the new pump station control. I installed new pressure transducers to monitor station suction and discharge pressures.*
- *I installed conduit and junction boxes with cable to connect new transducers to SCADA.*
- *I installed the new pressure transducers at the new Charle Hicks booster pump station along with conduit, junction boxes and cable.*
- *I started running conduit and install push button enclosures in the Water Plant basement to extend High Service pump control to make emergency shut down and startup safer and more efficient for the operators.*

Week of 8/10/2026

- *Went to look for a crane truck at a fleet truck dealership for Utility Maintenance Dept.*
- *Worked on tool quotes to tool up the new crane truck*
- *Bumpus Cove booster station experienced a nuisance tripping of low suction station shut down. I went to adjust the pressure switch to a more realistic level.*
- *Rockhouse booster station pump 3 motor was showing a very hot bearing. I removed the motor and sent it to Valley Equipment for bearing replacement. They brought it back, installed and balanced it. During this time our new hoist at Rockhouse stopped working, we then had Crane1 come troubleshoot the hoist. They made the repairs and it now works.*
- *We picked up the new crane truck and brought it to the garage for lights and stickers.*

Week of 8/17/2026

- *I changed the locks at the new Bumpus Cove and Charlie Hicks pump station buildings.*
- *Performed a site maintenance check at all sites.*
- *I added new pad locks to the remaining Automatic Transfer Switches.*
- *Had a construction progress meeting.*
- *Assisted in repair of a damaged underground conduit.*
- *Moved remaining carbon pallets to the Raw Water Intake.*
- *Modified High Tide users to give all operators their own user logins to maintain efficiency and accountability.*

- *Woodlawn pump station and Persimmon Ridge tank sites experienced loss of communication early morning. I went to reset both units with no issue.*
- *I tightened the pump packing at Woodlawn.*
- *Worked on gathering information to remedy ice buildup around the sedimentation basin weir troughs.*

Week of 8/24/2026

- *Mowed around lagoons.*
- *Replaced remaining filter flow meters and process displays. Programmed and tested them.*
- *Finished running conduit for new basement pump controls. Pulled wire, and installed start/stop push buttons.*

TOWN OF JONESBOROUGH

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To: Kevin Brobeck

From: Craig Persinger

August 2026 Monthly Report GIS/GPS & Inspections

Week of 8/03/2026.

GPS Survey & ArcGIS Online (AGOL) Mapping: GPS the water meters in the new subdivision Hairetown Estates (Tortoise Way). GPS the existing 2-inch & 6-inch BOVs on Tipton Rd & Spring Hollow Ln. GPS the existing 6-inch waterline isolation valve & 2-inch BOV on Rockwood Dr. GPS the existing 6-inch waterline isolation valves, FHs & FH shut-off valves along the North side of W Jackson Blvd from Payne Rd down to Russell Cir. GPS the existing 6-inch waterline isolation valves, FH's and FH shut-off valves in the Jackson Heights Apartment complex. GPS the existing 6-inch waterline isolation valves, FH's & FH shutoff valves along Payne Rd from tie-in at W Jackson Blvd to tie-in at W College St. GPS the existing 6" waterline valves, FH's & FH shutoff valves along Cherry Ridge Dr & Miller Dr from tie-in at Payne Rd to tie-in at W College St. GPS the existing 6" waterline valves, FH's, FH shutoff valves & BOV along Greenlee Dr & Hales Ct from tie-in at W College St. to tie-in at Allison Dr. GPS the new 6" waterline valves, FH's, FH shutoff valves and BOV's in the Skyline Landing subdivision along Azure Lndg., Middays Rest, Twilight Falls and Daybreak Cir to tie-in at Skyline Dr.

Week of 8/10/2026

GPS Survey & ArcGIS Online (AGOL) Mapping: GPS the existing 6-inch waterline valves, FH's, FH shutoff valves & BOV's in the Walnut Grove subdivision along Walnut Grove Rd, Walnut Grove Ct, Hackberry Dr, Fawnwood Ct, Maple Pt & Hickory Pt from tie-in at Headtown Rd back to end of waterlines at blow-off FHs. GPS the existing 6-inch waterline valves, FHs and FH shutoff valves along Oakwell Ln from tie-in at Walnut Grove Rd to tie-in at Union Church Rd. GPS the existing 6-inch waterline valves, FHs and FH shutoff valves along Union Church Rd from tie-in at Headtown Rd to tie-in at Old Boones Creek Rd.

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GPS the existing 6-inch waterline isolation valves, FHs & FH shut-off valves on Royal Oaks Dr to tie-ins at Union Church Rd. GPS the existing 2-inch & 6-inch waterline isolation valve, FH, FH shut-off valve, & BOV along Horseshoe Bend Dr and Sunny Acres Rd from tie-in at Old Boones Creek to 2" BOV on Sunny Acres. GPS the existing 6-inch waterline isolation valves, FH's, FH shut-off valves and blow-off FH along Old Boones Creek Rd from Union Church Rd to end of water distribution service area blow-off FH on Carroll Creek Rd. GPS the existing 6-inch waterline isolation valves, FHs, FH shut-off valves & blow-off FHs along Malone Hollow Rd, including Ray Woodfin Ln and Bill Cox Rd from tie-in at Old Boones Creek back to end of waterlines at blow-off FHs. GPS the existing 6-inch waterline isolation valves, FHs, FH shut-off valves and blow-off FH along Bittersweet Trail and Baileigh Lynn Loop from tie-ins at Presidential Dr to end of waterline loop (Baileigh Lynn) and at blow-off FH (Bittersweet Trail).at Rambling Rd cul-de-sac. GPS the existing 2-inch & 6-inch waterline valves, FHs and FH shut-off valves along Slonaker Circle from tie-in at Boones Creek Rd to end of waterline loop.

Week of 8/17/2026

GPS Survey & ArcGIS Online (AGOL) Mapping: GPS the existing 2-inch & 6-inch waterline isolation valve, FH, FH shutoff valve & BOV along Patton Dr & Borowood Ct from tie-in at Depot St to end of waterline at 2" BOV in Borowood Ct. GPS the existing 8-inch waterline valves, FH & FH shutoff valve along Depot St from Patton Dr to 4th Ave. GPS the existing 6-inch & 24-inch waterline valves, FH's, FH shutoff valves & air release valve (ARV) along 4th Ave from tie-in at Depot St to tie-in at Forest View Dr. GPS the existing 12-inch & 24-inch waterline valves, FH's, FH shutoff valves & ARV on Forest View Dr from 4th Ave to tie-in at Old Embreeville Old/S Cherokee St. GPS the existing 12-inch, 16-inch & 24-inch waterline valves at the intersection of S Cherokee St & Forest View Dr. GPS the existing 6-inch & 12-inch waterline valves, FH & FH shut-off valve at the intersections of S Cherokee St, John Green Rd & Bowman Ave. GPS the existing 6-inch waterline valves, FHs & FH shut-off valves along John Green Rd from tie-in at S Cherokee to end of waterline at blow-off FH in Turnpike Ct. GPS the existing 6-inch waterline valves, FHs & FH shut-off valves along S Cherokee St from John Green Rd down to tie-in at E Woodrow Ave. GPS the existing 2-inch & 6-inch waterline

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valves, FHs, FH shut-off valves and BOVs along Holmes Rd and Broyles Dr from tie-in at E Main St to end of waterlines at 2" BOVs. GPS the existing 6-inch waterline valves, FH, FH shut-off valve and BOV along Dillow Dr from tie-in at E Main St back to end of waterline at 2" BOV. GPS the existing 6-inch waterline valves, FHs and FH shut-off valves along E Main St from Holmes Rd to Timber Ridge Rd. GPS the existing 2-inch & 6-inch waterline valves, FHs, FH shut-off valves & BOVs along Timber Ridge Rd and Ridge Ln from tie-in at E Main St to end of waterline at BOVs. GPS the existing 2-inch valve at 386 Old Embreeville Rd. GPS the water meters on Carter Ln. GPS the existing 6-inch & 12-inch waterline valves, FHs, FH shut-off valves and BOV along Frank Hilbert Rd from tie-in at Old Embreeville Rd back to Water Tank and to end of waterline at BOV in tee turnaround. GPS the existing 6-inch waterline valves, FH's, FH shutoff valves & BOV's in the Mockingbird Place subdivision along Mockingbird Pl, Audrey Ln, Mockingbird Ct, and Emma Grace Dr from tie-in at Old Embreeville Rd to tie-in at Mount Zion Church Rd.

Week of 8/24/2026

GPS Survey & ArcGIS Online (AGOL) Mapping: GPS the existing 6-inch waterline valves, FHs & FH shutoff valves along Sycamore Circle from tie-in at Old Jonesborough Rd to end of waterline at loop tie-in. GPS the existing 6-inch waterline valves, FH & FH shut-off valves at the intersection of Old Jonesborough Rd and Sycamore Dr (end of water distribution service area) GPS the existing 6-inch waterline valves, FH's, FH shutoff valves & BOV along Sycamore Dr and Taylor Dr from tie-in at Old Jonesborough Rd to tie -in at Matson Rd and end of waterline at 2" BOV on Taylor Dr. GPS the existing 6-inch waterline valves & BOV along McIntyre Rd from tie-in at Old Embreeville Rd back to end of waterline at 2" blow-off valve. GPS the existing 6-inch waterline valves, FHs and FH shut-off valves along Matson Rd from Sycamore Dr down to tie-in at Mill Springs Rd. GPS the existing 6-inch & 16-inch waterline valves, FHs, FH shut-off valves & ARV along Mill Springs Rd from Matson Rd to Bennett Rd at 8-inch tie-in. GPS the existing 6-inch waterline valves, FH & FH shut-off valve along Jim Range Rd from tie-in at Mill Springs to tie-in at Old Embreeville. GPS the existing 16-inch waterline isolation valves, FHs, FH shut-off valves and air release valves (ARV) along Mill Springs Rd from Matson Rd to Old Stage Rd.

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Wastewater – August 2026
Monthly System Operations Summary

Date: August 27, 2026

Customer Calls:

Total: 10 Resolved: 10

TN811: Taken: 637 Required Action: 78

Sewer Taps:

New: 15 Completed: 2 Pending: 2 Pending Contracted: 134*

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

Projects Completed:

1. Rehab to manhole along E. Jackson Blvd (Suspected Stormwater Damage)

Projects Underway:

1. CIPP – E. Main – Forest Circle
2. A Station Project – 3rd to A Station
3. Stormwater @ Angle Street

System Maintenance:

Line Cleaning: 600' Line Inspections: 600' System Repairs: 6
Station Repairs: 10 Station Cleaning: 22 STEP Unit Repairs: 7

Overflows/Releases/Bypasses:

N/A

Town of Jonesborough Environmental Services Department Monthly Report	August 1, 2026 thru August 27, 2026

Wastewater Plant: The WWTP is operating well. The Diesel Redundancy Pump operated in July. In August, Jonesborough experienced 14 days with precipitation, totaling 3.84 inches. The need for further I&I work is still apparent. The previous year's data indicates a daily inflow rate of 32%. In August, this rate was 49%, averaging nearly 426,000 gallons per day.

Wastewater Plant Compliance – August 2026

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	4mg/l – 30lb/d	21mg/l – 167lb/d	N
CBOD Weekly	4mg/l – 36lb/d	25mg/l – 208lb/d	N
CBOD Daily	5mg/l – 96%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	0.9mg/l – 6.2lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	1.1 mg/l – 7.3lb/d	12mg/l – 100lb/d	N
Ammonia Day.	1.6mg/l	16mg/l	N
TSS Monthly	3mg/l – 21lb/d	30mg/l – 250lb/d	N
TSS Weekly	4mg/l – 29lb/d	40mg/l – 304lb/d	N
TSS Daily	6mg/l – 97%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	5/100ml	126/100ml	N
E. coli Daily	84/100ml	198/100ml	N
Chlorine	0.2 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	6.1 mg/l	6.0mg/l Minimum	N
pH	7.6su/7.9su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 8/20/26

Activity Tracking:

	Current Month	Previous Month	% Change
Tasks Generated	446	540	-17%
Tasks Completed	450	357	+21%
Work Hours Recorded	1259*	1393*	-9%

Please note that the information provided in the compliance table is accurate through 8/27/26
*Recorded hours are based on completed work – Open tasks/projects are not represented.

Industrial Pretreatment: All industries are currently in compliance with their industrial pretreatment permits.

NPDES Permit: The WWTP is compliant with the NPDES Permit.

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

Cobern O. Rasnick
Director of Environmental Services

Jonesborough
DEPARTMENT of PUBLIC SAFETY
123 BOONE STREET JONESBOROUGH TN 37659 PHONE 423-753-1053 FAX 423-753-1072

Jonesborough Department of Public Safety
Aug 2026 Monthly Report

- **CITATIONS & ARRESTS**

Offenses	Count
Assault	5
Burglary	1
Larceny/Theft	2
Motor Vehicle Theft	2
Stolen Property Offenses	1
Drug/Narcotic	2
Miscellaneous (TIBRS Group B)	5
Miscellaneous (Department Only)	9
Total:	27

Memos	Count
Accident Report Refusal	1
Animal Destruction	2
Assisting Other Agency	3
Code Enforcement	2
Community Relations	2
Crisis Intervention Report	6
Event After Action Report	5
Field Interview	2
Found Property	1
K9 Deployment	4
K9 Training	3
Lost Property	1
Miscellaneous Information	11
No Tow Form	1
Officer Assistance Form	5
Property Damage/Misc	14
Sensitive Information Report	3
Trespass Warning	12
Total:	78

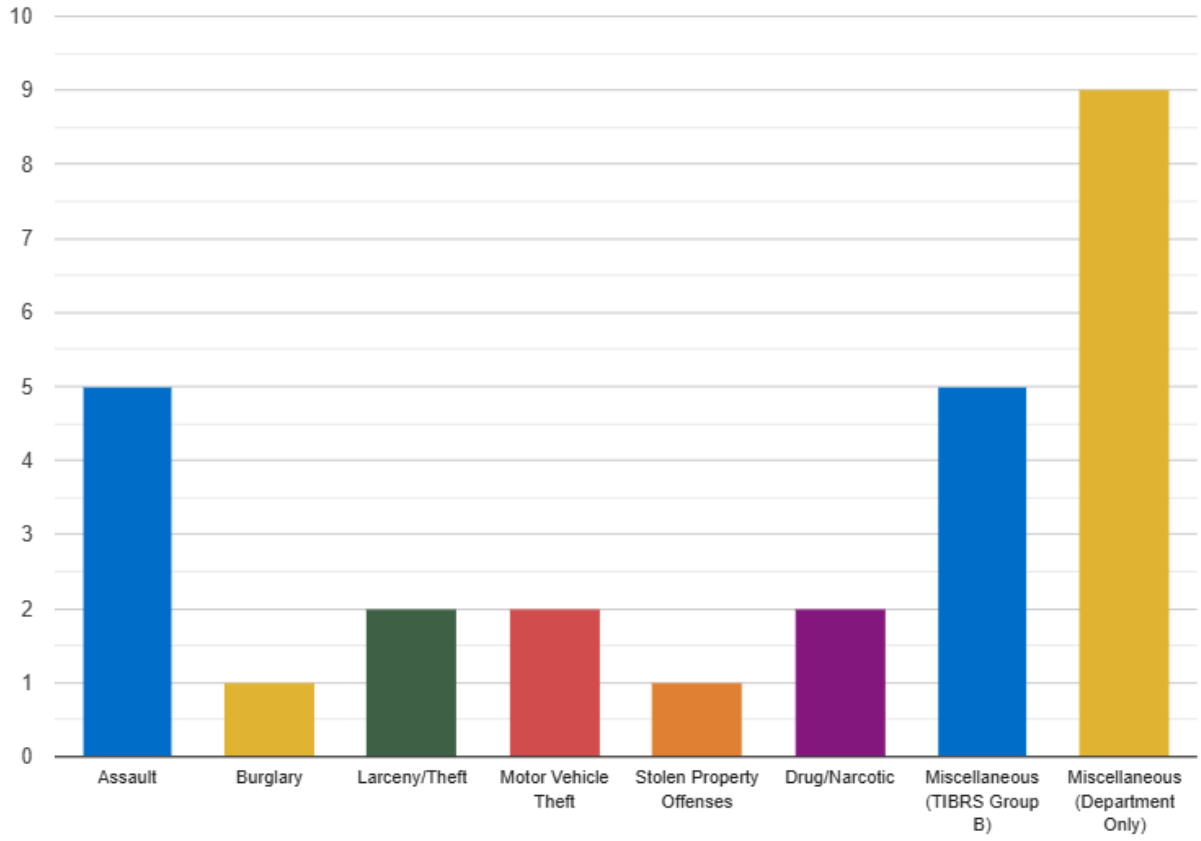
Arrests	Count
Adult (On-View Arrest)	12
Adult (Summoned/Cited)	23
Adult (Taken Into Custody)	5
Juvenile (Taken Into Custody)	2
Total:	42

Crashes	Count
Injury possible	2
Property damage (over $ threshold)	5
Property damage (under $ threshold)	8
Total:	15

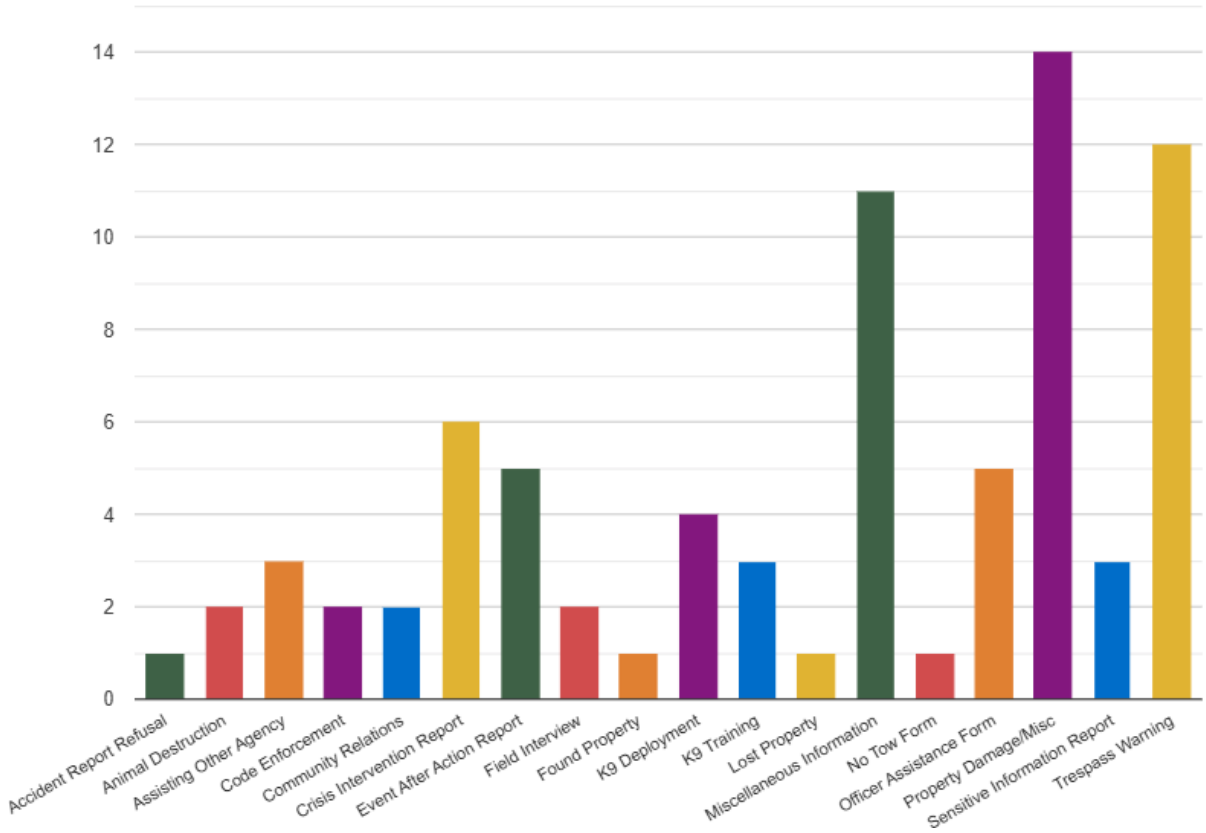
Non-Investigatory Crashes	Count
Property damage (under $ threshold)	1
Total:	1

Tickets	Count
Traffic (Municipal Court)	152
Traffic (Washington County Juvenile Court)	6
Traffic Charges (Municipal Court)	293
Traffic Charges (Washington County Juvenile Court)	6
Ordinance (Municipal Court)	2
Tow	8
Warning	112
Total:	280

Incidents - 08/01/2026 - 08/31/2026

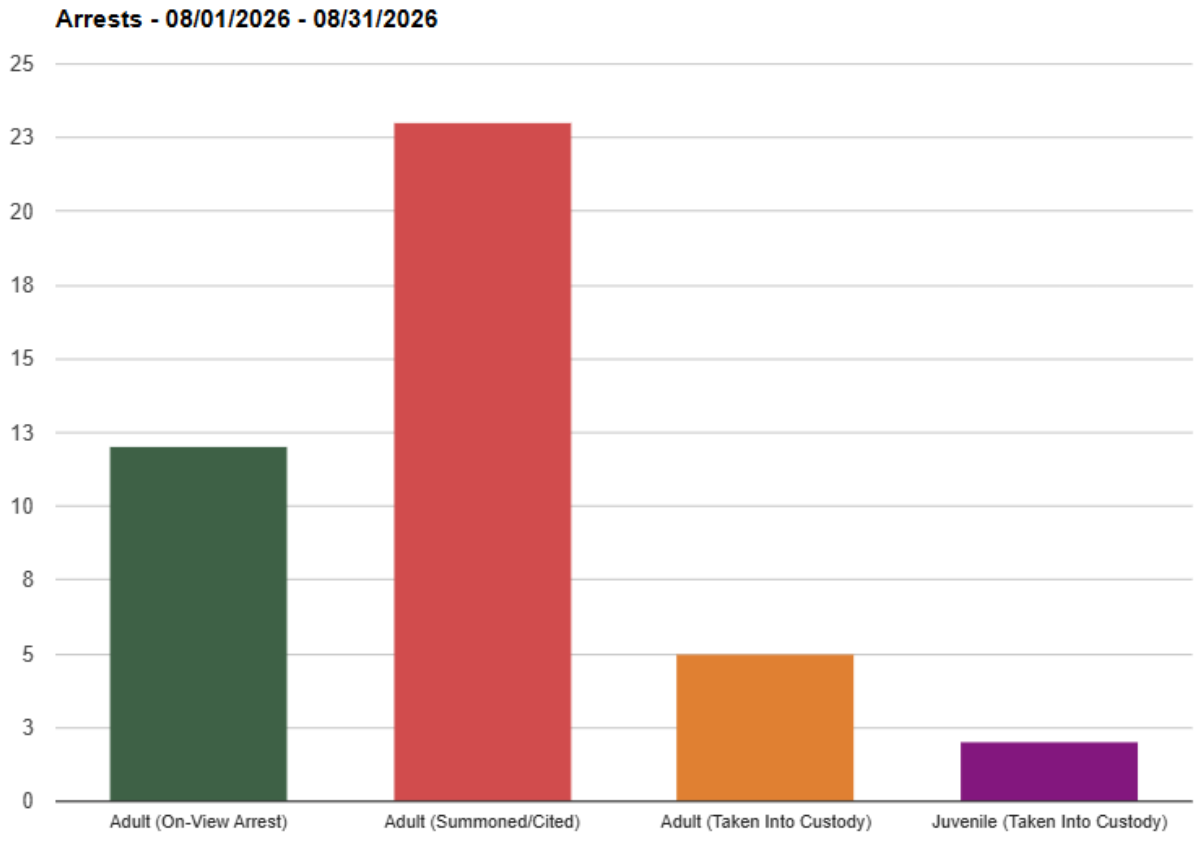


Memos - 08/01/2026 - 08/31/2026



- **TRAFFIC**
  - *A total of 170 traffic tickets were written in the month of Aug.*

- **CRIMINAL INVESTIGATIONS**
  - *There are several open and active investigations currently and several Presentments scheduled for the Grand Jury in mid-Sept.*



- **MOTOR VEHICLE CRASHES**

A total of (**16**) crashes were reported and investigated for the month of Aug. Most crashes occurred on East/West Jackson Blvd; most crashes were over $400 in damage with some resulting in a possible or confirmed injury.

- **CANINE**

K9 Hours are as follows:

- K9 Cygan: 16 hours of training and 0 deployments.
- K9 Daryl: 18 hours of training and 0 deployments.
- K9 Falco: 16 hours of training and 0 deployments.

- **RESERVES**

Reserve Officer Hours - 2026

Reserve Officer	January	February	March	April	May	June	July	August	September	October	November	December	Year To Date
Beagle, William	4	16.5	0	25	14	0	14.5	0					74
Chiarieri, James	44	12	16	21	20	12	23	11					159
Collins, Robin	10	0	8	21	15	8	15	9					86
Greenway, Chester	20	0	0	0	9	0	23	8					60
Hough, Richard	6.5	0	0	9	0	0	7	0					22.5
McCracken, Logan	4	0	0	0	0								4
Rice, Jesse	0	0	7	6	0	15	29	14.5					71.5
Wilt, Paul	8	8	13	45.5	20	0	31	14					139.5
Wood, George	8	10	0										18
TOTALS:	104.5	46.5	44	127.5	78	35	142.5	56.5	0	0	0	0	634.5

- **CODE ENFORCEMENT**

There was (**1**) ordinance violation issued during the month of Aug.

- **DISPATCH TRANSACTIONS FOR JCPD**

For Aug., our dispatchers assisted Johnson City Police Department with approximately (**22**) transactions.

- **OTHER CALLS FOR SERVICE**

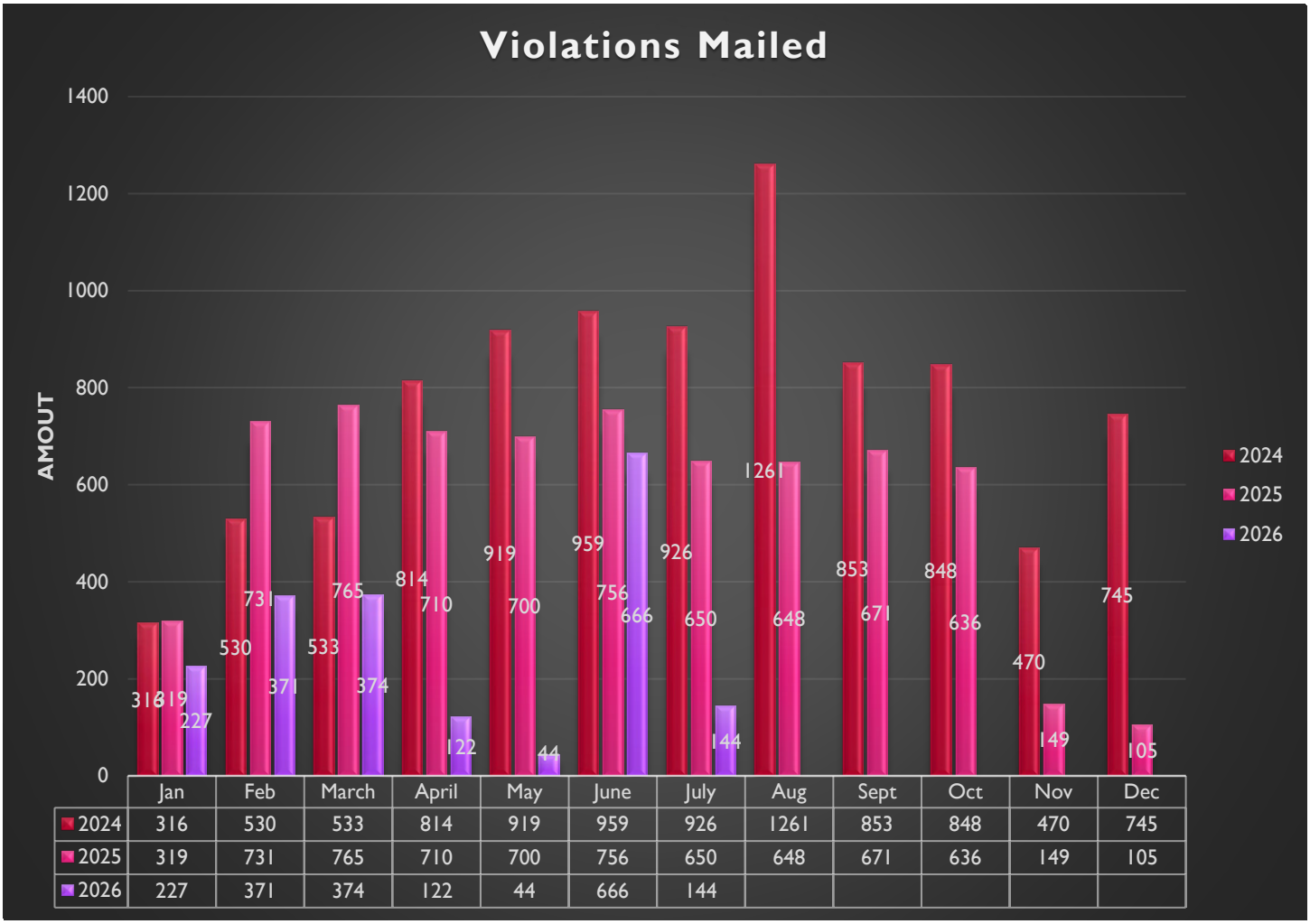
There were (**1340**) CAD Entries for the month of Aug.

Jonesborough
DEPARTMENT of PUBLIC SAFETY
123 BOONE STREET JONESBOROUGH TN 37659 PHONE 423-753-1053 FAX 423-753-1072

Aug 2026 Redflex Report

From Aug 1st through Aug 31st the traffic cameras registered a total of (**501**) violations with (**87**) violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected (**95**) resulting in (**319**) violations mailed. The primary reasons for violations being rejected are Plate/Vehicle Obstruction, Glare/Weather Conditions, Incorrect Plate and Extended Vehicle.

The highest number of violations occurred at Forrest at Jackson – Food City (Southbound) with (**111**) violations followed by Jackson at Headtown (Eastbound) with (**96**) violations.



	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
2024	316	530	533	814	919	959	926	1261	853	848	470	745
2025	319	731	765	710	700	756	650	648	671	636	149	105
2026	227	371	374	122	44	666	144					

Cameo Waters
Director of Tourism & Main Street
August 2026 Monthly Report

Updates and Projects

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

Tourism/Marketing

Throughout August, tourism marketing efforts focused on promoting the Wizardly World of Jonesborough, Music on the Square (MOTS), Brews & Tunes, and upcoming fall tourism opportunities. Staff continued media outreach, advertising coordination, and promotional efforts to encourage visitation and support local businesses.

Participated in television promotions with WJHL and WCYB for Music on the Square and Brews & Tunes.

Continued collaborative marketing efforts with Town departments. Marketing strategies and campaign updates were reviewed to coordinate promotions across Town facilities and events.

Participated in the Northeast Tennessee Tourism Board meeting and continued regional tourism collaboration.

Participated in an influencer day at Bristol Motor Speedway to support tourism promotion and meet influencers to bring to Jonesborough.

Digital Campaign Overview

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

Placement: Meta, display, and paid search

Summer Family Fun Campaign (see results below)

(Click here to view Family Fun ad samples, video, and photos)

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

Placement: Meta, display, and paid search

Jackson Theatre Campaign Run Dates (see results below)

(Click here to view Jackson Theatre ad samples, video, and photos.)

Summer Display Campaign Overview

Display

Campaign Overview

Impressions	Clicks
2,368,271	30,651
CTR	**Total Attribution**
1.29%	1,405

Meta

Campaign Overview

Impressions	Clicks
869,156	48,032
Link Clicks	**CTR Link Click (FB)**
30,277	3.48%

Jackson Theatre

Display

Campaign Overview

Impressions	Clicks	CTR
1,055,353	14,639	1.39%
View Thru Attribution	**Click Thru Attribution**	**Total Attribution**
181	10	191

Meta

Campaign Overview

Impressions	Clicks
497,814	32,117
CTR	
6.45%	

Main Street and Downtown

Continued participation in Main Street Tennessee initiatives by attending the monthly Main Street Directors call and working with downtown partners.

Communicated with downtown partners regarding upcoming events, marketing, and downtown activities.

Participated in planning discussions related to grants in various departments and continued work on the TDTD marketing grant.

Put the downtown holiday light project our to bid

Working on Visitors Center bathroom renovation project.

Participated in discussions regarding the grand opening of Trailblazer Coffee and coordination with the business as it prepares to open.
Continued monthly communication with Glenn regarding department priorities, projects, and upcoming initiatives.

Events
August included significant planning, promotion, and coordination of Wizardly World of Jonesborough and the Great Hall Dinner event on July 31 and August 1. Also continued work on upcoming fall events and tourism programming.
Continued promotion and coordination for Music on the Square and Brews & Tunes, including television spots with WJHL and WCYB.
Woking on ideas for upcoming Main Street Restaurant week.

Hannah Goodman
Marketing Manager
September 1, 2026

Monthly Report – August 2026
August kicked off with the Wizardly World of Jonesborough Great Hall Dinner, a new immersive dining experience held in partnership with The Goose Chase. The event was a great success and well received by attendees. The following day, I worked the Wizardly World of Jonesborough event, which was very busy and successful. I assisted with ticket check-in, volunteer coordination, and capturing content throughout the event.
I also helped participate in interviews for the part-time Marketing position at the Jackson Theatre.

Additionally, I attended a Parks & Recreation marketing meeting, helped secure and plan several TV spots for various Town departments, and continued creating content for ongoing marketing initiatives.

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

Historic Jonesborough

- Shared Harry Potter
- Harry Potter Sold Out
- Shared The Jackson Theatre
- Shared the McKinney Center Vendor Market
- Shared Storytelling Resource Place
- Shared Jonesborough Farmers Market
- Events Happening in Jonesborough this weekend
- Blood Drive at the Jackson Theatre
- Shared Music on the Square – Carson Peters
- Chic to visit Jonesborough Reel
- Shared Mckinney Center Listening Day
- Shared McKinney Center Film Screening
- One Week Away StoryTown Radio
- StoryTown Radio – Teacher's Editon
- Jonesborough's Newest Coffee Shop
- McKinney Center Market
- National Dog Day
- Music on the Square

Main Street Jonesborough

- Wizardly World of Jonesborough

- Wizardly World – Sold Out
- Brews and Tunes Cancelled
- Jonesborough's Yoga in the park
- Shared the Jackson Theatre
- Shared Pumpkin Fest
- Fall Reel
- Brews and Tunes
- Shared Storytown Radio
- Shared Pumpkin Fest
- McKinney Center Vendor Market
- Kinda Chic to visit Jonesborough – Reel
- August Reel
- Music on the Square
- Pumpkin Fest
- Event Happening this Weekend
- Music on the Square
- Mill Springs Makers Market – Fall Kickoff
- National Dog Day

Civic

- Brews and Tunes Cancelled
- Wetlands New Hours
- BMA Meeting
- Solid Waste Update
- Employee of the Month
- Jonesborough's new adaptive sports
- Visitors Center Restrooms
- Street Closure – Farm to Table
- Pickleball Tournament – Parks and Rec
- Parks and Rec Volunteers Needed
- Solid Waste Update
- Hiring – Street Department
- Tim Herron – resident acknowledgement
- Solid Waste Update
- Street Department Paving at Wetlands
- Street Closure – Pioneer 5K
- Christmas Street Sponsorships
- Solid Waste Update

Parks and Rec

- Become a Ridge Ranger
- Pickleball Tournament
- New adaptive sports
- Pickleball Tournament
- Ardinna Volunteers

- Softball Tournament Championship
- Senior Center Variety Show
- Persimmon Ridge Park
- Thank you to volunteers

Wetlands Waterpark

- Toddler Time
- New Hours
- 98.5 Back to School bash
- New Hours + special events
- Sunset Swim
- Sensory Swim
- Open for the Weekend + Private Party Openings
- Senior Swim Night
- Labor Day Swim
- Last time for Toddler Swim
- Open Weekend + special events
- Last weekend of August + hours change + Labor Day
- Labor Day Hours

Press Release

1. **Main Street Brews and Tunes Hosts Elephants Asleep**
2. **Get To Know Faculty at the McKinney Center - Monica Dauksch**
3. **Music on the Square Hosts Carson Peters and Iron Mountain in Downtown Jonesborough**
4. **Main Street Brews and Tunes Hosts Randy Hixson**
5. **Town of Jonesborough Parks and Recreation Launches New Adaptive Sports League**
6. **Get To Know Faculty at the McKinney Center - Michelle O'Patick-Ollis**
7. **Watauga Valley Railroad Historical Society and Chuckey Depot Railroad Museum Announce September Autumn Train Excursion**
8. **Celebrate Creativity at the McKinney Center Market on August 22**
9. **Music on the Square Hosts Sarah Jean Fiddle in Downtown Jonesborough**
10. **Get To Know Faculty at the McKinney Center - Sage Perrott**
11. **Main Street Brews and Tunes Hosts The Kindest Fellers**
12. **StoryTown Radio Show Goes Back to the Classroom with Teachers' Stories on August 24**
13. **Music on the Square Hosts Kalia Yeagle in Downtown Jonesborough**
14. **Christmas at Lincoln Park Returns: Community Tree Sponsorships Benefit Local Seniors**
15. **Main Street Brews and Tunes Hosts Evie Andrus**
16. ***A Spot on the Hill* Returns to the Old Jonesborough Cemetery October 8-10 and 15-17**
17. **Main Street Brews and Tunes Hosts Matt Sanders**

Matthew Gulley

Visitors Center August Report – September 2, 2026

August has been an interesting month for the Visitors Center. Our bathroom renovations have finally begun after years of anticipation and desire. Hillrise Home Improvements have been hard at work since the middle of the month, and as I write this, they have completely gutted the old bathrooms down to the cast-iron plumbing (which was apparently crumbling), replaced it with new PVC pipes, poured a new concrete foundation, and most recently framed the walls. The contractors are planning to have everything done in time for the Storytelling Festival. Due to ADA regulations, we are losing one regular stall in the women's restroom and one urinal in the men's.

Our renovations to the auditorium and the community room were completed in July and have received nothing but praise thus far. We've instituted a refundable $200 damage deposit for our auditorium rentals and raised rental rates ever so slightly to compensate for our improvements. Rentals took a big hit during those renovations but have rebounded in August, with $1,535.00 in rental revenue. The bathroom contractors are currently using the community room as a base of operations and pathway between the bathrooms and their dumpster situated in our loading dock. Therefore, it's currently out of commission, but we've been able to accommodate all community room rentals in the auditorium without issue so far.

We're currently preparing for the Storytelling Festival and Halloween, with t-shirt and merch designs being created currently on top of a brand new t-shirt being offered in the gift shop. Our fall decorations are already in place, and our new entryway photo op spot looks wonderful, thanks to our employee, Ella Brown.

Matt Gulley, Visitors Center Manager

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

August 2026 Monthly Report

Tasks Completed & Updates

1. Events

Events

- Completed Wizardly World of Jonesborough weekend, including the inaugural Great Hall Dinner and Wizardly World activities.
    - Worked the Sorting Hat station during the festival
- Continued planning and coordination for upcoming fall and holiday events, including Halloween Haunts & Happenings and Christmas in Olde Jonesborough
- Continued assisting in planning for JAMSA Pumpkin Fest
    - Created all marketing collateral for the festival
- Continued coordinating with Town departments and community partners regarding upcoming events and programming
- Met with JRT regarding warehouse decor for Harry Potter Festival

Marketing

- Worked on the first draft of AD content/materials for Tennessee Vacation
- Participated in multiple television appearances to promote Jonesborough events and programming
- Completed a TV spot promoting Music on the Square
- Continued working on promotional collateral for upcoming fall and Christmas events

Music on the Square

- Continued coordinating weekly Music on the Square concerts throughout August
- Worked with performers, volunteers, sponsors, food trucks, and Town staff each week
- Continued assisting with weekly setup & logistics
- Coordinated with Hannah Goodman, Marketing Manager, on promotional efforts for the remaining concerts in the 2026 season
- Participated in a TV spot promoting Music on the Square and the remaining season

Other

- Participated in interviews for the Marketing Coordinator position for the Jackson Theatre
- Participated in a Grant Planning Meeting to discuss upcoming funding opportunities and projects
- Continued working with Tourism & Main Street staff on upcoming projects, events, and marketing initiatives
- Participated in planning and review meetings for upcoming Tourism projects

JONESBOROUGH AREA MERCHANT & SERVICE ASSOCIATION PRESENT

Pumpkin Fest

SATURDAY, SEPT. 19 | 11 AM - 5 PM

PUMPKIN & FALL-THEMED TREATS
PUMPKIN PATCH
LIFE SIZE PUMPKIN HUT
FACE PAINTING
PET PUMPKIN PARTY COSTUME COMPETITION
MINI PUMPKIN PIE EATING CONTEST
FALL PHOTO OPS
KIDS PLAY AREA

TICKETS $20

GET TICKETS AT JONESBOROUGH.COM/PUMPKIN

Pumpkin Fest

Mitchell Calvin, Digital Media Manager

Monthly Report

General

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

Senior Center

- Updated the Monthly calendar
- Updated the weekly newsletter
- Tech class for the Senior Center members

McKinney Center

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

Marketing

- Attended Marketing meetings
- Attended Main Street Meeting
- Attended JAMSA Meetings
- Creating event pages for new events

This week in Jonesborough Newsletter

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

Parks and Recreation/Wetlands

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

Jackson Theatre Website
- Working on troubleshooting and fixing bugs as they present themselves as we work on get the information up to date
- Promoting the upcoming events on the newsletter
- Helped reconnect the their Constant Contact form

Website ADA
- We have the contract in place for the ADA software
- I have a implementation meeting Sept. 3 to integrate the software into our websites

Wizardly World of Jonesborough
- Helped set up and break down for the event
- Worked as the Sorting Hat for the event

Boardroom Screens
- The screens in the boardroom are working again with a new HDMI matrix that controls the screens.

Website Analytics
- The Civic website had 21,080 views for the month of August
- The Tourism website had 32,867 views for the month of August
- Wetlands had 17,763 views on the website for August
- We mailed out 30 Visitor Guides in August

Senior Center Monthly Report – August

The Senior Center welcomed 103 new members during the month of August. Our August advanced hike took place at Clarks Creek, where participants enjoyed a hike of five miles. Our Hot Springs trip included a scenic hike along the river, as well as an adventure riding two buses. The Lunch Bunch enjoyed an outing to the Cheesecake Factory in Knoxville on Friday, August 28.

We have continued our partnership with the Department of Health through our diabetes series. Beginning in September, we will host Grief Share for individuals who are struggling with the loss of a loved one. We are also beginning a new series called Artist's Way, which will explore the impact that art has on our lives.

Our community service project for August is the Animal Shelter. We are collecting pet food and other needed supplies to support the shelter and the animals in our community.

We have begun sending out sponsorship letters for Christmas at Lincoln Park. With more than $4,200 raised last year for the Senior Center Benevolence Fund, we look forward to another year of Christmas trees in Jonesborough for our community to enjoy throughout the holiday season. I was invited to WJHL for an interview on September 1, and we look forward to our third-year co-hosting with Parks and Recreation, Christmas at Lincoln Park.

Senior Swim was a great success, with 136 people in attendance on August 18. We greatly appreciate the wonderful team at Wetlands for helping to make this event such a success. It was wonderful to see so many people having fun on the slides and enjoying the lazy river.

The Senior Center HVAC lines on the first floor will be insulated in September. We look forward to completing this important project.

Lincoln Park

A special thank-you goes to Sunny Enzell, with Parks and Recreation for all her hard work and leadership with the raised beds at Lincoln Park.

We recently cleared the spent plants and completed our fall planting. This season's crops include carrots, radishes, beans, beets, and kale.

We hosted a variety show, on August 27 at 6:00 p.m., featuring our dance group, Vintage Productions, along with a food truck. We are grateful for another busy and successful month at the Senior Center and appreciate everyone who continues to support our programs, activities, and community partnerships.

Respectfully,

Mary Regen

Jonesborough Senior Center

Your place to be "Active, Fit and Connected"

September 2026

Monday	Tuesday	Wednesday	Thursday	Friday
Calendar Key: ...Closing Announcements or Altered Classes ... New or Infrequent Classes, or Special Events ... Trips ...Scheduled Activities meeting at Lincoln Park	**1** 7A: Parkour Silver 8A: Lincoln Loopers 9A-11A: Pickleball at Tiger Park 9A: Instructional Cornhole 9A: Silver Sneakers Ener-Chi 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: Crochet Group – in the Classroom 1:30P: Knit Pickers 2P-3P: General Technology Assistance – in the Dining Room 2P: Zumba Class 2P-4P: Grief Share Music Room 3P: Yogalates 6:15P: *WERQ* - $5	**2** 9A: Silver Sneakers Classic 10A-1:45P: Express Custom Facials 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word for Women 1:30P: Meditation with Lotus – at Lincoln Park 2P: Fun Pump 2P-4:30P: Chess – in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga 4:45P: Bus leaves for Knoxville Smokies game	**3** 7A: *Robin's Early Birds* at Lincoln Park 8A: Silver Sneakers Splash 9A: Bus leaves for *Jen's Trails & Tales* 9A: Silver Sneakers Ener-Chi 9:30A: Veteran's Meet & Greet -in the Classroom 10A: Bocce Ball at Lincoln Park No Massage Therapy Today 10A: Gentle Yoga 12P: Mexican Train Game – Card Room 1P: Bridge 1:30P: Jonesborough Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 6P: Join the Jam 6:15P: *WERQ* - $5	**4** 9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 9A: Bridge 9:30A: Fun with Trivia **Center will be Closing at 11AM**
7 **CLOSED FOR Labor Day**	**8** Fitness Center & Group Exercise Room CLOSED 8th-10th 7A: Parkour Silver 8A: Lincoln Loopers 9A-11A: Pickleball at Tiger Park 9A: Instructional Cornhole 9:30A: Stitch Therapy 10A: Bus leaves for "The Social Escape" 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1P: *Trivia with Budds* sponsored by The Courtyards Senior Living 1:30P: Knit Pickers 2P: Alzheimer's TN – in the Classroom 2P-4P: Grief Share Music Room 6P-7P: Sage Financial: Medicare Workshop - Classroom	**9** Fitness Center & Group Exercise Room CLOSED 8th-10th 10A-1:45P: Express Custom Facials 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word for Women 1:30P: Meditation with Lotus – at Lincoln Park 2P-4:30P: Chess – in the Dining Room	**10** Fitness Center & Group Exercise Room CLOSED 8th-10th 7A: *Robin's Early Birds* at Lincoln Park 8A: Silver Sneakers Splash 10A: Bocce Ball at Lincoln Park 10A-2P: Massage Therapy 10:15A: Bus leaves for Lunch Bunch *Hard Rock Café/Casino* 12P: Mexican Train Game – Card Room 1P: Bridge 1:30P: Jonesborough Dulcimer Players 6P: Join the Jam 6P-7P: Sage Financial: Medicare Workshop – Classroom	**11** 9A: 8-*Ball Tournament* 9A: Silver Sneakers Classic 9:30A: Cooking Class with Mary & Tracy 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia *11:30A-1:30P: "Pop-in" Line Dancing* (Experienced Line Dancers) No Fee 1P: Joyful Women's Bible Study 1P: Beg. Double-Deck Pinochle 1P: Scrabble *1:30P-2:30P: Beginner Line Dance Instruction* No Fee 1:30P: ROOK

Flip over, to see the rest of the month

14 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy" – in the Classroom 12:30P: BINGO sponsored by ***Abundant Christian Living*** 1P: Mahjong 1:30P: ROOK 1:30P-3:30P: *The Artist's Way* – in the Classroom 2P: Life Fit 3P: Gentle Yoga 6P-6:45P: Vintage Productions @ Robin Beals DPR Studio 216 Headtown Rd	**15** 7A: Parkour Silver 8A: Lincoln Loopers 9A-11A: Pickleball at Tiger Park 9A: Instructional Cornhole 9A: Silver Sneakers Ener-Chi 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1:30P: Knit Pickers 2P: Zumba Class 2P-4P: Grief Share Music Room 3P: Yogalates 6:15P: ***WERQ*** - $5	**16** 9A: Silver Sneakers Classic 10A-2:15P: Express Custom Facials 10A: Book Crazies – in the Classroom 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1:30P: *Painting with Tania* - in the A&C Room 1P: An Encouraging Word for Women 1:30P: Meditation with Lotus – at Lincoln Park 2P: Fun Pump 2P-4:30P: Chess – in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	**17** 7A: *Robin's Early Birds* at Lincoln Park 8A: Silver Sneakers Splash 8:30A: Bus leaves for *Red-Liner's Hike* 9A: Silver Sneakers Ener-Chi 10A: *Pumpkin Painting* by Seniors Helping Seniors 10A: Gentle Yoga 10A: Bocce Ball at Lincoln Park 10A-2P: Massage Therapy 12P: Mexican Train Game – Card Room 1P: Bridge 1:30P: Jonesborough Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 6P: Join the Jam WERQ will not meet tonight	**18** 9A: Silver Sneakers Classic 9:30A: Not Your Mother's Sewing Guild 10A: Silver Sneakers Circuit 10A: Bridge 10:30A: Fun with Trivia 11A: Bus departs for Rockin' With Robin *11:30A-1:30P: "Pop-in" Line Dancing* (Experienced Line Dancers) No Fee 1P: Joyful Women's Bible Study 1P: Beg. Double-Deck Pinochle 1P: Scrabble *1:30P-2:30P: Beginner Line Dance Instruction* No Fee 1:30P: ROOK
21 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy"- in the Classroom 12:30P: BINGO sponsored by ***Dillow-Taylor*** 1P: Mahjong 1:30P: ROOK 1:30P-3:30P: *The Artist's Way* – in the Classroom 2P: Life Fit 3P: Gentle Yoga 6P-6:45P: Vintage Productions @ Robin Beals DPR Studio 216 Headtown Rd	**22** 7A: Parkour Silver 8A: Lincoln Loopers 9A-11A: Pickleball at Tiger Park 9A: Instructional Cornhole 9A: Silver Sneakers Ener-Chi 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1:30P: Knit Pickers 2P-3P: General Technology Assistance – in the Dining Room 2P: Zumba Class 2P-4P: Grief Share Music Room 3P: Yogalates 3:30P: Coin Club – in the Classroom WERQ will not meet tonight	**23** 9A: Silver Sneakers Classic 10A-1:45P: Express Custom Facials 10A: Silver Sneakers Circuit 10:45A: *Card Making* with Donna Beckett - A&C Room 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word for Women 1:30P: Meditation with Lotus– at Lincoln Park 2P: Fun Pump 2P-4:30P: Chess – in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	**24** 7A: *Robin's Early Birds* at Lincoln Park 8A: Silver Sneakers Splash 9A: Silver Sneakers Ener-Chi 9:30A-10:45A: ***Draw Your World: at Lincoln Park*** 10A-2P: Massage Therapy 10A: Gentle Yoga 10A: Bocce Ball at Lincoln Park 12P: Mexican Train Game – Card Room 12:40P: Bus leaves for Greene County Gun Range 1P: Bridge 1:30P: Jonesborough Dulcimer Players 2P: Kickboxing Class 3P: Yogalates 4P: Advisory Board Meeting - Classroom 6P: Join the Jam 6:15P: ***WERQ*** - $5	**25** 9A: *9-Ball Tournament* 9A: Silver Sneakers Classic 10A: Silver Sneakers Circuit 10A: Bridge 10A: Bowling: meet at Holiday Lanes 10:30A: Fun with Trivia *11:30A-1:30P: "Pop-in" Line Dancing* (Experienced Line Dancers) No Fee 1P: Joyful Women's Bible Study 1P: Beg. Double-Deck Pinochle 1P: Scrabble *1:30P-2:30P: Beginner Line Dance Instruction* No Fee 1:30P: ROOK
28 8A: Silver Sneakers Splash 9A: Silver Sneakers Classic 9:30A: Stitch Therapy 10A: Instructional Shuffleboard 10A: Silver Sneakers Circuit 10:30A-11:30A: "Coffee & Chat with Kathy"- in the Classroom 12:30P: BINGO sponsored by ***Visiting Angels*** 1P: Mahjong 1:30P: ROOK 1:30P-3:30P: *The Artist's Way* – in the Classroom 2P: Life Fit 3P: Gentle Yoga 6P-6:45P: Vintage Productions @ Robin Beals DPR Studio 216 Headtown Rd	**29** 7A: Parkour Silver 8A: Lincoln Loopers 9A-11A: Pickleball at Tiger Park 8:30A: Bus leaves for *Main Streets & Hidden Treats* 9A: Instructional Cornhole 9A: Silver Sneakers Ener-Chi 10A: Chair Yoga 10A-2P: Massage Therapy 10A: Bridge 12:30P: Cribbage 1:30P: Knit Pickers 2P: Zumba Class 2P-4P: Grief Share Music Room 3P: Yogalates 6:15P: ***WERQ*** - $5	**30** 9A: Silver Sneakers Classic 10A-1:45P: Express Custom Facials 10A: Silver Sneakers Circuit 11:30A: Café Connection 12P: Hand & Foot 1P: Scrabble 1P: An Encouraging Word for Women 1:30P: Meditation with Lotus– at Lincoln Park 2P: Fun Pump 2P-4:30P: Chess – in the Dining Room 2:45P: Fitness Equipment Orientation 3P: Chair Yoga	**UPDATED 8/18/26**	

Theresa Hammons, McKinney Center Director, Monthly Report – August 2026
Director's report

PAST/ONGOING EVENTS

Fall 2026 – As of 8/31 we have 177 registrations and 18 classes have made. We are really pushing the classes on social media to try and up those numbers as much as possible. I send payment information from our registration site, Course Storm, to Gina every Monday morning. Also, on Monday mornings, I run registration reports. I assess which classes should move forward and which classes should be canceled due to low registration. I send updates to the instructors and my staff each Monday informing them of their class status. I think recommend which classes to next push through media outlets.

The past two semesters it has been difficult to get our catalog published in a timely manner. We have been using the printer at the Jackson Theatre. Due to their contract, they cannot order ink until the printer completely runs out. Once it runs out, we must wait until it is replenished. This semester the printer broke and we had to wait more than a week to begin printing again. At that point the Farm to Table dinner programs needed to be printed and our print job was delayed. Skye has researched outsourcing the printing of our catalog. We will move in this direction for the spring 2027 catalog and see how it goes. We hope that outsourcing will also allow us to upgrade the paper and overall look of the program. I don't want to speak for the Jackson Theatre staff, but from the outside it seems that they need a better service contract for their printer. They should be able to have reserve ink in hand.

I also processed several scholarships for children this month. We continue to order supplies for instructors as their classes start.

Film Screening – August 14 – The film screen and Q&A for, *Afriye,* directed by Frederick Murphy with History Before Us was extremely powerful. We had around 50 people in the audience. Over 50% of the audience was African American. We had the director Frederick Murphy, the woman featured in the film, Afriye Wekandodis, was present and local resident Paul Braxton was present as well to answer questions about the film and about Afriye's education programming in Selma, Alabama. I worked with the Eureka Inn to secure lodging for Frederick and Afriye.

ETHS History Day – August 15 - Anne will be representing us at this event in Knoxville at the ETHS Day and did several skits from the 250th play, the First and Last Town in Tennessee.

McKinney Center Market – August 22 – We had the most vendors we have ever had. We had the biggest crowd we had ever had with over 500 people in attendance. Most of the vendors were very happy with their profits and turn out. We had a lot of first-time attendees as well. We put a lot of resources into advertising this year. For the event, I communicated with vendors and their questions and needs leading up to the day. I marked off all the inside and outside spaces. I staffed the Friday night and Saturday morning load in times as well as most of the day on Saturday.

AED Training – I worked with Chason Freeman to schedule AED training with 6 of my staff members. We have six more to train and then our AED will be installed at the McKinney Center.

Radio Show – The August Radio Show as fantastic. It sold out! Amythist Kiah was our musical guest. In the beginning of Amythist's career she would be a guest on the show every year. We were so glad to have her back!

Traffic Box Wrap – We have our next meeting on September 15 to look at and discuss the most recent submissions.

UPCOMING EVENTS

UMOJA – September 12 – our team will be present at UMOJA creating free crafts for children.

Volunteer Appreciation Brunch – September 26, 10am – Skye is once again planning an appreciation brunch for our volunteers. The theme this year is the 70's. It should be a groovy good time.

Radio Show – September 28 – the September theme is Life on the Farm, with musical guest Momma Molasses. I think we will see another successful performance!

Spot on a Hill – October 8, 9, & 10 and 15, 16, 17th – if you haven't gotten your tickets, you better get them now! We are close to selling out several of the performances. Anne has been working hard on finalizing the script. Our team has assisted with graphics, posters, distributing information, social media, etc. We will all help Anne during the performances along with several volunteers.

Halloween Exhibition – Opening October 9th and the exhibit runs through November 6. Our team has worked to get the submission forms, call to artists, website, and press releases updated and sent out.

Halloween Trivia – October 23 – Our team has met with the Heritage Alliance staff to plan this event later in October.

Radio Show – October 26 – The Halloween Radio Show will be at the Jackson Theatre this year! We are very excited about the change in venue for this show. The October show is usually sold out so this gives us a chance to sell more tickets.

Halloween Haunts and Happenings – Our team will be present at the Town's Halloween Haunts and Happenings event as usual.

Soups and Songs – November 30 – We are already planning for this event. Anne has gotten quotes for catering. We have ordered crock pots and started working on details.

Rooms to Read – Rachel Stiltner, who previously worked at ISC, reached out to me about this Indigenous Book Collection program. We will be receiving copies of 7 books written and illustrated by Indigenous authors and artists to distribute into our community.

The books included are:

- Hear Us: We are the Land, the Land is Us – Bilingual, English/Hawaiian.
- Let's Build our Winter Chukka – Bilingual, English/Choctaw, Oklahoma.
- A Dream for You – Bilingual – Ojibwe
- The Gift of Tinpsila – Bilingual – English/Dakota
- Juniper Medicine – Bilingual – English/Dine
- I Am Inupiaq – Bilingual – English/Inupiaq
- Cricket's Day – Bilingual – English/Cherokee Oklahoma

BUDGET, BUILDINGS, AND GROUNDS

Building & Grounds

a. The ADA Automatic Door project is complete.
b. Submitted a camera and projector to surplus. The police department took the camera for their use. Surplus picked up the projector.
c. JRoss came to the building and did some touch ups.
d. I scheduled a contractor to access my office for a possible mini split. It is either extremely warm or cold in my office due to the lack of a thermostat. I did the PO for the work. Herman Archer and Rick DuVall have completed the electrical work. I am waiting for the contractor to install.
e. I worked with the fire department to get AED training scheduled for our staff. Half of us have done the training. After the training is finished, we will receive our CPR cards, and an AED will be installed.
f. I worked with Bright Ridge to upgrade the internet service at the McKinney Center.

Broyles Building

g. The Broyles Building- Rick has replaced all the fluorescent lights with new led bulbs, fixed outlets, caulked windows, installed soap dispensers, etc.
h. I ordered new light fixtures for the front interior of the building.
i. Conducted research and price checks on stools for the Broyles Building along with a copier and other basic office supplies and equipment. Did PO for stools and ordered.
j. I've worked with Chris Kudera regarding some landscaping needs at the Broyles building and his staff have already completed the work.
k. I toured the building with Jonathan Peace and PEP. PEP suggested cleaning gutters twice a year, updated fire extinguishers and suggested removing a tree outside. We got fire extinguishers installed in the building the very next day. Rick DuVall cleaned the gutters the following day and informed me that the gutters do have gutter guards. However, the roof needs assessment. I also met with Billy Miller regarding taking the tree down in the next week or so.
l. I worked with the Street department to get parking spot lines marked in front of the building.
m. I ordered internet service for the Broyles Building

Budget

- Communicated with WIOA office about a possible new contract.
- Prepared and coded invoices. Sent in check requests.
- Sent Gina Course Storm deposit information from classes.
- I created and turned in the Final Berea College Grant report.
- I requested code extensions from Janet so we can better check the expenses for specific events.
- I set up our ODP account.
- I created a PO for a paper order, school bus ad order, work stools for the Broyles Building, for the mini split, for Taleah Rogers and other actors, and for a clay order.
- I also stood at Food City for 45 minutes waiting for their team to figure out why our Food City card would not work. Originally, we thought that it had not been activated because it was new. Later we found out that the town account had not paid.
- I noticed that our scholarship funds had not been coded to the McKinney Scholarship line item. I worked with Bre and Gina to get this figured out and for the funds to be moved to the correct line item.

OUTREACH

- I gave a presentation for the ETSU Retiree association on September 2.
- I did a tv interview for DayTime Tricities this month advertising classes.
- I did a tv interview for the noon show to advertise the Fall Market.

OTHER TASKS

- Prepare agenda and preside over Weekly Staff Meetings.
- Prepare agenda and preside over Advisory Committee Meeting.
- Attend Main Street meeting.
- Attend monthly meetings with the Marketing Team and prepare the agenda.
- Communicating with instructors about classes, promoting classes, etc.
- Completed monthly security training.
- Attended Grant Meeting
- Assisted Sharp with their Email Account user list.
- Help Sharon Squibb with Zoom
- Sent amazon orders to Donna.
- Assisted Gina with corresponding with people who have not cashed checks.
- Participated in a C4K meeting with Skye and our new instructor.

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

StoryTown Radio Show/StoryTown Initiative

The July show had a full house and brought in several donations for the Appalachian Highlands Humane Society and New Hope Cat Rescue. Our August show, Stories from the Classroom: Teacher's Edition, is sold out. Musical guest is GRAMMY nominated singer-songwriter Amythyst Kiah. The September show is Life on the Farm: Then and Now and will feature Momma Molasses with special guests the ARC&D and Knob Creek Farm and Winery. 2027 season plan will take place in September.

1) We've raised $4,050 in sponsorship money.
2) We have sold/reserved 59 season passes.
3) We received a **$6,900** Arts for All Grant from the Tennessee Arts Commission for the Radio Show for FY 2027.

Story Collecting/Story Brigade

We had one teacher come out and share her story at the Johnson City Public Library Listening Day in July. Her story is included in the August Radio Show. The JCPL is interested in hosting another date, though, maybe not in the summer. We didn't have anyone come to the evening Listening Day on August 13th at the Jonesborough Senior Center. The 2026 dates have not been as successful as the 2025 dates were, and we will investigate restructuring this program for 2027. Our final Listening Day for this year is from 9:00 am -12:00 pm on November 12th at the Senior Center. The Story Collecting class will be offered in the fall in November. Registration is open through October 26th.

Tales of Our 250: A Jonesborough History Variety Show

Each program in this Pay What You Can series will include scenes from *The First and Last in Town in Tennessee*. Tim Herron will portray Paul Fink as a running narrator for all shows.

June 25th from 7:00-8:30 – Embracing the Past (Dr. Kennedy, Ozone Rangers) – **155 tickets sold, a great first entry in the series**
July 23rd from 7:00-8:30 – Forging a New Nation (Sycamore Shoals Re-enactors) – **150 tickets sold, very popular evening, especially the performers from Sycamore Shoals**
August 20th from 7:00-8:30, School performance at 10:00 am – The Road to Freedom (*Nancy* w/Heritage Alliance, Friendship Baptist Church Choir) – **134 tickets sold, successful evening with a diverse crowd**
September 24th from 7:00-8:30 – Lost State of Franklin (Dr. Hardy from MTSU, Tipton-Haynes Historic Site)
October 22nd from 7:00-8:30, School performance at 10:00 am – A Nation Divided (Dr. Lee from ETSU, Regimental String Band)

A Spot on the Hill

The dates for the show are October 8-10 and October 15-17. The 12th edition of this Jonesborough tradition will share 10 stories from the historic cemetery. We are adding Thursday evenings this year. We are cutting down from three playing spaces to two to help with some sound issues we have up on the hill. TICKETS ARE ON SALE NOW! Rehearsals start on August 26th.

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

Total Downloads: 180 in the last thirty days

Social Media Posts
Facebook last 28 days
Page Followers: 1,819
Page Following: 447

Most interacted with Post – One week post for Tales of Our 250th Road to Freedom (4,123 views, 2,282 viewers), Wrap up post for July show (1,761 views and 837 viewers)

Views: 27,800
Visits: 323
Engagement: 1,556
New Page Followers: 10
Reactions: 574
Shares: 98

Instagram last 30 days
Followers: 986

Views: 6,515 (69.4% followers, 30.6% non-followers)
Content Interactions: 271
Profile Visits: 93
Viewers: 1,412

The promo reel for Road to Freedom featuring Taleah as Nancy had 196 views. Afriye event poster had 137 views.

YouTube last 28 days
Subscribers: 22
Views: 6
Watch Time: 0.1
New Subscribers: 0
Impressions: 167

Numbers for Month

StoryTown Volunteers – 22 for July Show, 88 Hours; 3 for DC podcast, 3 Hours
21 for August Rehearsal, 42 Hours, 3 for July Show concessions/check in, 9 Hours
11 for ETHS History Fair – 44 Hours
Total - 186

Story Brigade – 4 Brigade Members, 5 Hours
Total – 5

Interactions: Jonesborough Genealogical Society - 9, July Tales 250 – 158, July StoryTown Reh – 26, July Radio Show - 111, JCPL Listening Day – 1, Marketing Mtg – 2, Story Collecting - 1, Northeast TN Museum Association Officer Mtg - 5, Aug Production Mtg – 1, Grant Mtg – 6, Halloween Trivia Mtg – 3, Media – 8, Advisory Committee – 6, East TN History Fair - 127, History Fair Performance – 23, Nancy School Performance – 47, TN Arts Commission Mtg – 50, August Tales 250 – 147, Misc. – 11

Total for Month – 806
Total Volunteer Hours – 191

August 2026 Monthly Report, Skye McFarland

Outreach In August our in-person outreach events included the farmers market and the East Tennessee History Fair in Knoxville for a total of about 266 people interacted with. Martha Blaser took the lead in getting crafts and materials together for the farmers market and Anne G'Fellers Mason worked at the East TN History fair. We are currently planning for the UMOJA festival, Halloween Haunts & Happenings, and Main Street Days Festival in Johnson City. Our digital outreach is some of the highest we have ever had due to running two large, boosted ads on Facebook and Instagram for the Fall 2026 catalog and the McKinney Center Market. I think both were helpful in drawing folks into both, and it helped us grow our digital presence a lot. I continue to post about upcoming classes and workshops and during the month of August I posted many featured posts about artists for the market as well as faculty highlights for classes. YouTube has been slower as there are not big current video projects going on there. The last of the catalogs we were able to print went out and so did flyers for the market, film screening, and the StoryTown Radio show.

I have also met with a new teacher in preparation for holding the Coalition for Kids free art class at Jonesborough Elementary school again. We can host the class much cheaper this semester as we purchased supplies for the class last semester. I am currently working to secure funding to pay our teacher so we can start the after-school class in October.

Facebook- Page Follows: 6,316
New Page Follows: 116
Instagram- Page Follows: 2,315
New Follows:48
YouTube- Subscribers: 297
Watch Time: 4.7 Hours
New Subscribers: 0

Month	Number	Digital	Paper	
January		55,894	60	
February		74,190	100	
March	1847	56,430	30	
April		62,579	5921	
May	149	64,600	40	
June	81	45,485	40	
July	418	77,667	560	
August	266	205,990	490	
September				
October				
November				
December				
	2,761	642,835	7,241	652,837

Volunteers For the month of August we again did not have many volunteer hours, but the few we did came from the farmers market and the radio show. I am currently working to recruit volunteers for upcoming events like the UMOJA festival on September 12 and the Spot on the Hill play in October. I have emailed our volunteers multiple times and sent the sign-up sheets to the Civenettes and University High Key club twice. We are slowly getting

volunteers for Spot on the Hill. I have also continued to plan for the Volunteer Appreciation brunch ensuring that we have a graphic, an invitation, and a gift of some sort for our volunteers. I'm excited that this year I will likely be ordering some McKinney Center Volunteer T-shirts for our volunteers.

	McKinney	StoryTown	Total
January		4950	4950
February	49	600	649
March	47	3623	3670
April	25	110	135
May	20	12	32
June	39	407	446
July	4	86	90
August	9	191	200
September			0
October			0
November			0
December			0
	193	9979	10172

Marketing & Miscellaneous- Videos: I created a video featuring the actor playing Nancy who performed in the Tales of Our 250th program this month to promote the show. I also created videos of the Broyles building and the market to promote the market. I have also been working on creating a digital version of the McKinney Center at Booker T. Washington tour using clips from a tour guided by Ernest McKinney Jr. and using photos and clips from the building and the past. I also created a slideshow advertising classes for the market to be on display on a smartboard and then forgot to even put it on display!

Photos: I took photos during the film screening, Tales of our 250th, the McKinney Center market, and edited photos that Kay Grogg took during the radio show.

Graphics: This month I finalized graphics for A Spot on the Hill play, created the September radio show poster, made signs for the McKinney Center Market, created an insert for the radio show, created a graphic for the Volunteer appreciation event, and created a poster for Halloween History Trivia.

This month I have also helped clean and set up the Broyles' building by helping build stools we ordered for the building, brought canning and cyanotype materials over from the Gillespie building, vacuumed and dusted before the opening on Saturday August 22. I have worked to start planning a craft for UMOJA festival as well as other upcoming outreach events. I am working to set up a meeting with the committee for the electrical box group and working to write up an ask to the Wild Women of Jonesborough for funding for our Coalition for Kids class. I have also helped review the September schedules.

Breanna Walker-Schadler August Monthly Report- McKinney Center

Classes & Special Events:
We resumed private lessons in the month of August. Roxanne McDaniel is now teaching mtn dulcimer and guitar lessons. She had 5 students during the month of August. The Fall semester officially started on August 24th, 2026. Mirissa and Sydney are sharing the kids' classes between them. Jeff Thomas is offering basic drawing. Becky Thomas is offering oil painting for beginners. Jess Parks is teaching clay hand building. We had 163 students in August.

We hosted the film Afriye by Frederick Murphy on August 14th and had 40 people in attendance. We hosted the August radio show production teachers' stories featuring Amythyst Kiah on the 24th. We sold out the show and had 152 visitors. The McKinney Market was on August 22 and had 591 visitors. We had 1,083 visitors in August.

Rentals:
We had 3 rentals in the month of August 9th. Two people held birthday parties in classroom 2 on different days during the month. August rental income is $282.50.

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

MBM Support:
We held the monthly Advisory Committee meeting on August 20th. We went through the agenda. I took notes and prepared the meeting minutes afterward.

I have assisted several people a day in person and over the phone with classes. Some people want a run down for classes and others need help doing online registration. I forwarded class information to past students in general and then did targeted emails for people if they wanted to take a class again.

We finished submitting check requests for the artists who wanted a refund instead of moving to an outside 10x10 booth. Theresa forwarded information to artists letting them know they had been accepted, the rules and guidelines, and how to sign up for setting up time. I touched base with artists via email and phone call to make sure everyone signed up for a set up time. I fielded general calls and questions from vendors before the market started. We collected and organized the donations for the Masterpiece Mingle and I sent vendors thank you letters for said donations.

With classes starting in late August, it is important to keep up with printing roosters off for each class. Teachers get a copy, and we keep a copy for the McKinney Center front desk. Martha, Nori and I work together to cover the front desk and check in with children for classes. Theresa and I have been sending off

order requests to Donna for class supplies and collecting reimbursement receipts for supplies teachers have purchased themselves. I worked with Theresa to submit the teacher payment requests for the month of August. We review the teacher contracts and teacher payment excel sheet every week as we combine and cancel classes.

I spent time organizing the August receipts into the operating budget, special program revenue, and special program expenses. We categorize each itemized sheet with the correct budget code and then add it to our budget excel sheet. This is to keep all our papers organized for the future.

Donations:
We received $750.00 in donations in August.

August 2026 Report – Martha Blaser
Classes & Special Events:

In August, most of our focus was on classes starting and the Fall Market. I worked with Bre to email past students to remind them about fall classes to help boost registration numbers. I wrote press releases on each of our new teachers for the fall semester to be sent out to help boost interest in classes.

I helped to get the building cleaned and ready for the Fall Market on August 22. We had teachers bring in artwork from their classes and I made labels and put them on display in the Broyles Building. On Fall Market Day, I worked with Nori in the evening to clean up after the market and ensure all the vendors got out smoothly.

We met with the Heritage Alliance and Matt Gulley to start planning for Halloween Trivia promo videos and the event. Skye and I also began brainstorming ideas for a craft for Halloween Haunts and Happenings.

Front Desk:
I spend most of my shifts at the front desk. I answer phone calls about upcoming events, rentals, classes, and community events. I greet and assist anyone who comes into the center with any needs they have. I work to assist Bre in communicating to Roger about the classroom set-up for the day and anything needed for upcoming events. I assisted with rentals as needed when Bre was unavailable. I have been working on keeping the pottery room straightened up before classes begin.

Outreach:
We went to the Farmer's Market on August 15. I prepared a craft of decorating and making paper spinners. I worked at the Farmer's Market with 2 volunteers and interacted with around 116 people, about 40-50 children. I have been planning for the rest of the Farmer's Market season.

We have UMOJA on September 12, so Skye and I will begin preparing for that event and our upcoming events this fall and holiday season.

Noriah Shaw, August Monthly Report- McKinney Center

Outreach:

This August, one way I contributed to outreach is by making social media posts. I created and uploaded eight social media posts to our StoryTown Facebook and Instagram page, in addition to the posts made by other members of our staff. I also contributed to outreach this month by distributing copies of our Fall catalogs and Storytown posters to local businesses in Johnson City and Jonesborough, as well as taking McKinney Center flyers to Johnson City Schools.

StoryTown:

This month, I produced August's episode of Voices of The Archives, featuring Lisa Black and Fay Rutledge. I chose this interview to share from our archives, then scripted and recorded audio for the podcast. This month, I've also been working on organizing our Storytown Archives, categorizing past interviews but date and recording what needs to be transcribed. Another Storytown Event I assisted with was our monthly radio show. I assisted with sound effects for this event. I attended rehearsal before our performance, and the day I assisted with set up and concessions. The last StoryTown project I assisted with was helping post and market our monthly Radioshow podcast. I scheduled this podcast to be posted, as well as created and scheduled promotional social media posts.

Meetings:

During the Month of August, I attended four weekly staff meetings, a general Storytown meeting, a Radio Show production meeting, a marketing meeting, and an advisory committee meeting.

Front desk:

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

Special Events:

This August, I assisted with the McKinney Center's Annual craft market, which took place on the 22nd. For this event, I greeted guests, as well as assisted with clean up and take-down once the event ended. We had 515 guests attend this event, and it went smoothly!

Jackson Theatre- Operations Manager

Monthly Report for August 2026

Programming:

- We hosted 5 live events in August on the Ballad Health Stage, we had:
    - We host "Meet the Washington's" on August 8th.
    - We hosted "Dinner with George & Martha: Be Our Guest in the Room Where it Happens" on August 8th as well. This event consisted of a full dinner, bourbon tasting, specialty cocktails/mocktails and the interpreters on stage at 7pm.
    - We had our 3rd event in the "Tales of our 250th" series that the Jackson Theatre is presenting in partnership with the McKinney Center.
    - We also offered a student performance for the August "Tales of our 250th" event, seeing 73 student and parents in attendance for our 10am performance on August 20th.
    - We hosted a rental event, which was a theatrical performance titled "A Trip to Appalachia" for two evenings, August 28th and 29th.
- In addition to these live events, we participated in Jonesborough's "Wizardly World of Jonesborough" event on August 1st, serving and selling Butterbeer, serving as a treat stop, and offering a house sorting event on stage in coordination with the Department of Tourism. We handed out 457 treats, 173 alcoholic butterbeer tastings, and 349 mocktail tastings. In addition, we also sold 77 cocktails and 100 mocktails.
- Gift certificate sales are still going very well; **we have sold $5,690.00 in gift certificates and redemptions are at $1,848.00.**
- **We have raised $5,661.00 in our online donation campaign**.
- Booked all movies shown at Jackson in August.
    - August 2nd- The Sword and the Stone
    - August 3rd- The American Miracle (sponsored by McLeod Organics)
    - August 5th- Sweet Liberty
    - August 7th- Alexander Hamilton
    - August 9th- Transylvania 3: Summer Vacation
    - August 12th- So I Married an Ax Murderer
    - August 13th- Dial M for Murder (Hitchcock Series)
    - August 16th- Monsters Inc.
    - August 16th- To Catch A Thief (Hitchcock Series)
    - August 19th- Mr. and Mrs. Smith (Hitchcock Series)
    - August 21st- The Cabin in the Woods
    - August 23rd- In Old California (Western Series)
    - August 27th- 42nd Street (Speakeasy Cinema Series)

- Continue to work on music and live performance programming for 2026.
    - September 5th- Rental event- BHT presents Hysteria When Wet (Def Leppard and Bon Jovi Tribute)
    - September 11th- Gregg Allman- The Music of My Soul Documentary (the Jackson Theatre will be 1 of 40 theatres in the US showing)
    - September 19th- The Nightmare Before Christmas Sing-A-Long Movie (in coordination with Pumpkin Fest)
    - September 24th - Tales of Our 250th
    - September 26th - The Met: Live in HD (2nd event of 13)
- The "Pay What You Can" movies continue to go well, with on average, two events per month that are PWYC.
- Continue to work into January, February and March on live events.
- Went live with Jerron Paxton & Dennis Lichtman, John McEuen, and Jackson Prime's rental concert for our live programming. This included the creation of tickets in ThunderTix, uploading all events and details to our website, and creation of events on the Town of Jonesborough's google calendar which are reflected on the town sites as well as their Main Street newsletter.
- The Met: Live in HD is a new series of 13 shows that we are bringing to the Jackson Theatre in 2026/2027. They feature live streamed events from The Metropolitan Opera in NYC. We offered our first event in August and had a great attendance. We have also secured sponsors for the events, at $3,500 currently to assist with receptions, advertising, etc. We have also launched a season subscription for the series, which sells at $250 for all 13 performances.
- **Donation/Sponsorship revenue for August 2026 was $77.00**.
- **The total concession, alcohol, and merchandise sales revenue for August 2026 was $3,433.10.**

<u>Rentals/User Group Agreements for August 2026:</u>

- Rental event with Appalachian RC&D for a movie, vendor set up and panel discussion.
- 5 dates rented by Christ Church of Jonesborough for church services on Sundays from 9am-1pm.
- Hosted Trinity Baptist Church for a rental which included lunch from Main Street Café and a movie.
- Hosted a rental with John Faughnan which featured a theatrical performance on August 28th and 29th.
- 5 dates rented by T and Jennifer McLeod for Restoring the Foundations series.
- **Rental revenue for August 2026 was $1,790.00**.

<u>Marketing:</u>

- I continue to work with Jessica Sanders, contract employee, on all social media posts, posters, table tent graphics, press releases and graphics. We meet twice a month to cover the marketing items needed.

- Continue to work with WETS to promote 2026 events at the Jackson Theatre.
- Continue to work with WNCW in Western North Carolina to promote our 2026 events.
- Continuing to work with Six Rivers Media on monthly ads in the Erwin Record as well as the monthly mailer to new citizens to Washington County.
- Submitted a ½ page ad to The Martin Center for promotion in the Broadway acts for the season.

Staffing:

- Completed interviews for two host positions currently vacant at the theatre with Sarah Dubie and April Massey going to reserve employees for the theatre. We are welcoming two new faces, Sean Nodland and Grace Hollifield.
- We also completed interviews for the Marketing Coordinator position which is new this fiscal year. The interview committee consisted of Amber Crumley, Lori Powell, Isabel Hawley-Lopez and Hannah Goodman. We have made a formal recommendation for Jessica Sanders to fill the position. Jessica has been working with us since 2024 as a contracted Marketing Coordinator.

Building Info:

- Working on scheduling our annual sprinkler inspections.
- Continue to work on elevator inspections and approvals.
- Working on transferring our phone system from BrightRidge to Unbound Digital due to BrightRidge eliminating their phone services.

Additional Info:

- Organized the August Jackson Theatre Board meeting as well as preparation of the agenda.
- Attended the August Director's Meeting held at the McKinney Center on August 26th.
- The Jackson Theatre hosted a Blood Drive with the American Red Cross on August 10th. We have a wonderful turnout from citizens as well as town employees. That you to everyone that was able to give blood!
- Attended a grant planning meeting at Town Hall with town staff to discuss any grant opportunities we are applying for this or next fiscal year.
- Attended my monthly meeting with Mr. Rosenoff to discuss staffing, budget, and way-finding signage for the theatre.
- Attended a Tennessee Arts Commission meeting with Anne Mason held at The Paramount Theatre in Bristol.

Parks and Recreation

August 2026

Wetlands Waterpark

August was a good, steady month for Wetlands Waterpark, with more than 5,000 guests visiting the facility and continued strong participation in special events, private parties, and rentals. Overall sales were up approximately 12% compared to August 2025.

Category	Sales
Tickets	$45,589.50
Café	$18,029.25
Sweet Shack	$5,526.50
Locker Rentals	$208.00
Merchandise	$136.50
Total August Sales	**$69,489.75**

Special events remained a highlight throughout the month. On August 10, Wetlands hosted a $3 Customer Appreciation Sunset Swim Night, drawing more than 120 guests, and Senior Swim on August 18 brought in over 150 attendees. The park also hosted 24 private parties, 11 daytime birthday parties, and 34 cabana rentals during the month.

On the maintenance side, staff completed several minor repairs, including fixing two pool ladders and replacing a part on the chlorinator, while continuing routine pressure washing of the concrete pool areas, kitchen floor, and bathrooms to keep the facility clean and guest ready.

Beginning September 12, public operating hours will shift to 12:00 PM–5:30 PM. Director Nick Bogle has also spent time this month preparing for the upcoming soccer season, including building the game schedule and ordering uniform kits.

Open Spaces Division

August kept the Open Spaces Division busy with storm cleanup, trail maintenance, and preparations for the fall season. Staff placed two cubic yards of crushed gravel along Browning Lane to correct standing water and storm damage, and walked all trails at Persimmon Ridge Park with pruners, weed whackers, and saws to clear fallen trees, brush, and grass overgrowth.

Routine maintenance continued on all required mowing areas, including Fox Street, Farm Bureau, and the Stage Road food forest, while downtown weeds were sprayed and pulled as needed and BrightRidge Park trees received weekly fertilization. Staff also began a significant cleanup effort at the arboretum, removing invasive and overgrown plant material ahead of its first scheduled cleanup event and hauling away several truckloads of debris.

Storm recovery efforts were also a major focus this month. Beebo Russell did an outstanding job independently removing multiple large fallen trees at the Duncan House and both historic cemeteries.

Looking toward fall, staff installed the first round of perennials at BrightRidge Park, completed landscaping plans for the roadway medians, sourced and priced fall décor, and replanted the Senior Center gardens for a fall harvest.

Maintenance Division

August was another busy month for the Maintenance Division as staff navigated weather challenges, programming changes, and daily upkeep across the park system.

After several weather related rainouts, staff completed the Jonesborough Coed Softball season, which required multiple crew members working extended hours to bring Field 2 back into playable condition following heavy early-month rainfall. The final games were split between Tiger Park and Persimmon Ridge Park, with the tournament wrapping up on August 18 with eight games played across two fields that evening.

Persimmon Ridge Park experienced another significant water leak at the concession stand meter, located adjacent to the building. Staff reported the issue to the water department and completed the repair in-house on August 17. Staff also inspected a malfunctioning light box on the Tiger Park pickleball court, using metering equipment to isolate the issue and reporting it for repair. It is believed the pole was hit by lightning due to everything being burned up inside the box.

Deep cleaning efforts continued throughout the month, with staff pressure washing Golden Oak Park, Stage Road Park, and Persimmon Ridge Park, treating for pests and bees at several locations, completing needed repairs on fences and playgrounds, and removing graffiti and stains from buildings and structures. Staff also worked to trim back low hanging trees along all town trails and walkways. They also worked to clear brush around the disc golf course and trails within Persimmon Ridge Park.

In preparation for fall sports, staff painted and prepared four soccer fields at Tiger Park and the football field at the former Jonesborough Elementary School site for the Junior Pioneers season; both will be maintained and repainted weekly for the duration of the season. Staff also responded throughout the month to storm damaged trees that fell across Town and within parks.

Director Activities

This month marked the launch of the Jonesborough Soccer League's first season operated directly through the Town rather than a private entity. Nick Bogle and I run the program, while the league's volunteer board helps communicate with coaches and parents and provides personnel at practices. We also partnered with Sporting JC, a local soccer club, to provide a 90-minute technical training session to all participants each week. The league has more than 250 participants.

I worked with BrightRidge to transition the JAMA Food Pantry to fiber service, continuing the effort to move all Town facilities onto BrightRidge fiber and reduce costs. The Police Training Center is the final facility within Persimmon Ridge Park requiring conversion, scheduled for September 9.

Sunny Ezell and I met with Dr. Davis and Dr. Standridge from the ETSU Parks and Recreation program to discuss potential student interns, having a master's student help guide our next Master Plan, strategic

work sessions for the Parks and Recreation Advisory Board, and additional support with programming and special events.

I continued working with Operations Manager Craig Ford and Open Spaces Coordinator Sunny Ezell on updated landscaping plans for the medians, including a new plan for the medians heading west of town. We finalized the plan and presented it to the Tree and Townscape Committee.

I attended the Parks and Recreation/Wetlands marketing meeting to discuss upcoming events and programming, the Heritage Alliance Board of Trustees meeting to discuss upcoming programs, grants, staffing, and budget, and the Chuckey Depot Advisory Board meeting, where we recapped the train show at Jonesborough Elementary School, discussed their upcoming exhibit, and connected them with marketing to help promote it.

Nick Bogle and I met with Stacy Millar, who will help launch our adaptive sports tee ball league beginning in September. I attended a WJHL interview to help promote the league and met with a TN Disability Pathfinder representative to further connect with that community.

I drafted the Parks and Recreation Advisory Committee agenda, though the meeting was ultimately canceled due to a lack of quorum. I also attended the Flag Committee meeting, where we planned the annual flag retirement ceremony and worked to update our map of flags flying throughout town, and the Tree and Townscape Committee meeting, which covered several topics including the median landscape plan.

I met with representatives from the Jonesborough Elementary School PTA regarding an upcoming event at Tiger Park that will use the concession stand, helping them plan a menu and walking them through the items we provide for sale. I also attended most nightly soccer practices throughout the month to assist coaches with tactics and practice plans.

Town of Jonesborough
2026 Building Permits

August - New Building Permit Reporting Form				
	Count	**Type**	**Project Costs**	**Fee Sum**
	1	Commercial - Mechanical	63.75	
	1	Commercial - Plumbing	106.25	
	2	Commercial - Addition / Alteration	12.75	
	1	Commercial - New Construction	5,100.00	
	1	Commercial - Tenant Build-Out	0.00	
	4	Residential - Mechanical	0.00	
	3	Residential - Plumbing	30.60	
	1	Residential - Accessory Structure	0.00	
	6	Residential - Addition / Alteration	1,705.28	
	1	Residential - Deck / Patio	0.00	
	13	Residential - New Construction	18,646.11	
	1	Residential - Pool / Spa	478.97	
	2	Sign	925.99	
TOTALS	**37**		**27,069.70**	**10,672.52**

2026
BUILDING PERMITS REPORT

	# PERMITS	AMOUNT	FEES	NEW CONST.	COMMERCIAL	RENOVATIONS PLUMBING MECHANICAL MISCELLANEOUS	ADDITIONS	SIGNS
January	38	8,121,653.67	68,412.87	25	3	9	1	0
February	17	1,412,658.50	11,988.29	1	2	13	1	0
March	49	7,289,244.87	61,565.73	27	4	17	0	1
April	51	7,211,476.84	61,902.77	23	4	21	1	2
May	24	2,417,790.34	23,289.92	6	1	15	1	1
June	6	525,025.00	4,768.12	2	0	2	0	2
July	20		11,146.14	3	5	11	0	1
August	37	27,069.70	10,672.52	13	6	16	1	1
September								
October								
November								
December								
TOTALS	**242**	**$27,004,918.92**	**$253,746.36**	**100**	**25**	**104**	**5**	**8**

	Monthly Total	Year-To-Date
New Construction Permits	**18,646.11**	**$22,284,268.11**
New House Permit Fees	**1,306.11**	**$200,970.29**
Commercial Permits	**6,208.74**	**$2,414,555.74**
Commercial Permit Fees	**7,083.74**	**$29,652.20**
Renovations, Additions Permits	**2,214.85**	**$2,306,095.07**
Renovations, Additions Permit Fees	**2,282.67**	**$23,123.87**

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

YEAR - 2025				YEAR - 2026			
MONTH	**# OF PERMITS**	**PROJECT COST**	**PERMIT FEE**	**MONTH**	**# OF PERMITS**	**PROJECT COST**	**PERMIT FEE**
January	33	6,498,570.94	55,963.25	January	38	8,121,653.67	68,412.87
February	8	1,820,062.31	16,087.09	February	17	1,412,658.50	11,988.29
March	13	1,608,839.08	13,717.34	March	49	7,289,244.87	61,565.73
April	13	1,478,238.21	12,799.09	April	51	7,211,476.84	61,902.77
May	13	1,493,560.00	13,318.10	May	24	2,417,790.34	23,289.92
June	15	1,492,616.81	13,312.24	June	6	525,025.00	4,768.12
July	18	2,758,978.66	21,126.11	July	20		11,146.14
August	***16***	***3,067,821.00***	***26,639.02***	***August***	***37***	***27,069.70***	***10,672.52***
September	18	1,635,159.00	14,052.46	September			
October	18	1,229,468.66	10,587.06	October			
November	15	1,650,667.60	13,496.03	November			
December	20	844,010.00	8,321.00	December			
TOTALS	**200**	**$25,577,992.27**	**$219,418.79**	**TOTALS**	**242**	**$27,004,918.92**	**$253,746.36**

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.7

SUBJECT: Senior Citizen Advisory Committee Appointments

BACKGROUND:

The Senior Citizens Advisory Committee is recommending the following appointments:

Member Name	Appointment Term (3 Years)
Leo Salgado	August 2029
Debra Hooser-Ruud	August 2029

These appointments fill the two vacancies on the Senior Citizens Advisory Committee. At the July 23, 2026, meeting committee board members unanimously voted to nominate Leo Salgado and Debra Hooser-Ruud to the advisory committee.

RECOMMENDATION:

Approve the appointment of Leo Salgado and Debra Hooser-Ruud as presented.

Jonesborough Senior Center

Your place to be "Active, Fit and Connected"

Memo:

To: Mayor Wolfe

From: Mary Regen

Date: August 24, 2026

Re: Advisory Board member recommendations

The Jonesborough Senior Center Advisory Board currently has two vacancies due to members' terms ending. After careful consideration, discussion, and review of recommendations during Advisory Board meetings, the Advisory Board unanimously voted to nominate Leo Salgado and Debra Hooser-Ruud for appointment to the Jonesborough Senior Center Advisory Board.

Leo Salgado and Debra Hooser-Ruud are both active participants in Senior Center activities and programs, including hiking, fitness classes, cooking, and art. Both are veterans and bring strengths that would benefit the Advisory Board. Debra is highly involved at the Senior Center and is known for her friendly, outgoing personality and encouraging presence. Leo is an artist and works part time as an accountant for a church, bringing financial understanding that the Advisory Board believes would be an asset.

The candidates were presented to the Advisory Board for consideration. Following discussion, the Advisory Board voted unanimously to recommend Leo Salgado and Debra Hooser-Ruud for appointment, agreeing that both candidates would be strong additions to the Senior Center Advisory Board.

Based on the Advisory Board's unanimous vote, I respectfully recommend that Leo Salgado and Debra Hooser-Ruud be approved for appointment to the Jonesborough Senior Center Advisory Board. Thank you for your time and consideration.

Mary Regen

JONESBOROUGH AREA SENIOR CITIZENS ADVISORY COMMITTEE

Minutes for July 23, 2026

Members Present:	Joe Allison Lorena Cradduck Pauline Douglas Phyllis Fabozzi Charlene MacIntyre Tom Pardue Mike Willis Pat Wolfe
Members Absent:	None
Senior Center Staff Present:	Mary Regen
Next Meeting:	August 27, 2026, at 4:00 p.m.

REGULAR MEETING:

1. Meeting was called to order by Tom Pardue.
2. Pat Wolfe led the Committee in the Pledge of Allegiance
3. Tom Pardue led the Committee in Prayer.
4. Attendance (roll call) was taken by Charlene MacIntyre

AGENDA:

1. **Approval of Minutes**
Minutes from the June 25, 2026 meeting were reviewed. A motion to approve was made by Pat Wolfe. Seconded by Phyllis Fabozzi. Approved by unanimous Committee vote.

2. **Financial Accounts Review**
Mary Regen provided handouts detailing June statement balances. Special projects balance through June was $26,661.72. Up-to-date balance is $25,661.72 of which $13,712.81 is allocated. First Horizon credit card statement was presented. MyRide account balance is $7,282.97. Benevolence balance is $3,855.11. Cafe Connection balance is $1,883.80. Trip Fund is $690.43.

Membership count is 1,565. A motion to approve the June financial accounts was made by Pat Wolfe. Seconded by Mike Willis. Approved by unanimous Committee vote.

3. **Old/Unfinished Business**
There was no old, unfinished business to be reviewed.

4a. **New Business – Annual Meeting**
Discussion was held on election of officers. Recommendation was made to re-elect current officers 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 Mike Willis. Seconded by Lorena Cradduck. Approved by unanimous Committee vote.

4b. **New Business – Bylaws**
Discussion was held to readdress Bylaws at the August meeting as old business. Committee to review and provide feedback at that time.

4c. **New Business – Conflict of Interest**
Discussion was held to readdress Conflict of Interest statement at the August meeting as old business. Committee to review and provide feedback at that time.

4d. **New Business – Policies and Procedures / Mission Statement**
Discussion was held to readdress Policies and Procedures / Mission Statement at the August meeting as old business. Committee to review and provide feedback at that time. Discussion was held to delete section on Computer Room Policy and to expand on Storage Policy to indicate only Senior Center supplied program items may be stored at the Center due to limited storage.

4e. **New Business – New Advisory Committee Member Candidates**
Mary Regen presented two individuals as Advisory Committee candidates. Candidates are Leo Salgado and Debra Hooser-Ruud. A motion to approve Leo and Debra as Advisory Committee members was made by Lorena Cradduck. Seconded by Phyllis Fabozzi. Approved by unanimous Committee vote.

4f. **New Business – Senior Center Maintenance**
Mary advised that David Gillenwater is out for a month due to an injury at home. Mary then advised that the roof repair has been completed at a cost of $8,910. The weekend of August 1st, a scissor lift has been rented and ceiling tiles that were damaged from leaks will be replaced. The HVAC for the Arts & Crafts room has been repaired at a cost of $2,300. She is obtaining quotes to have air conditioning pipes downstairs wrapped. Mary is also working with Glenn Rosenoff on replacing air conditioning units. Three units have had significant issues. Mary also advised floors to be waxed this year.

Mary advised the $11,000 grant has been submitted to the Department of Disability and Aging. If granted, two (2) ellipticals and two (2) recumbent bikes will be replaced.

4g. **New Business – Upcoming Events, Trips and Programs**
Mary advised the White-Water Rafting trip was well attended. Hiking Groups continue to be popular. Trip to Barter will take place next week. The New England/Canada cruise is full. She advised the goal is to have three (3) big trips a year. Future activities discussed were trips to gun range, distillery, pottery, and Oak Ridge.

5. **Citizen Comments**
There were no Citizen Comments.

6. **Advisory Board Comments**
Pat Wolfe requested that finance paperwork be submitted to Committee in order of presentation.

Pauline Douglas suggested that all paperwork such as Bylaws, etc. have a "reviewed" date added.

Tom Pardue advised he is getting requests for a puzzle table. Also discussed was another area for shuffleboard. Possible option would be at Lincoln Park.

7. **Adjournment**
Motion to adjourn made by Phyllis Fabozzi. Seconded by Pat Wolfe. Approved by unanimous Committee vote.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.8

SUBJECT: Special Event - Tennessee Hills Fall Fest

BACKGROUND:

Attached is the Special Event Permit Application request from Tennessee Hills Distillery for the Tennessee Hills Fall Fest. The Fall Fest is planned for Sunday, October 11th from 2 PM to 6 PM. They plan to have vendors and food trucks in the parking lot to celebrate the fall season. The event will take place in the Upper Courthouse Parking Lot. The parking lot will be reserved for participants of the event and "No alcohol in the parking lot" signs will be put at all entry/exit points of the bar. Their staff will monitor the event all day. They are requesting refuse collection, signage and parking lot barricades. They are requesting to have "Parking for Event Only" signs put out the day of the event at the Upper Courthouse Parking Lot along with a barricade for the entrance of the lot.

The Hold Harmless Agreement and Proof of Insurance have been received.

RECOMMENDATION:

Approve the Special Event Permit Application for the Tennessee Hills Distillery Fall Fest to be held on October 11th as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.
12-1002 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-1003 Jonesborough Municipal Code

Person(s) completing Application — Date

Name Lauren Foster — 08/14/2026

Address [redacted]

Phone [redacted] Fax

Email [redacted]

Instructions:

1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.

2) **Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.**

3) The **original** application and your exhibits of the entire package should be filed with the Town Administrator's office at least **90 days** in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

Sponsoring Organization Information:

Name Tennessee Hills Distillery

Purpose Tennessee Hills would like to have a fall festival with vendors and food trucks in the parking lot .

Is this a recurring Special Event? _____ Yes X No

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

Event Information:

Name of Event Tennessee Hills Fall Fest

Description & Purpose of Event

Tennessee Hills would like to have a fall festival with vendors and food trucks in the parking lot to celebrate the fall season.

Dates and hours of event Sunday, Oct 11th 2-6pm Estimated number expected to attend 150-200?

Estimated number of town citizens expected to either participate in and/or view the event 100

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

Required Exhibits to Application

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

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)

2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)

3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)

4. **Outline of your publicity plan** with examples of previous efforts, if available

5. **Security Plan,** including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).

6. **Emergency Plan,** including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.

7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.

8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).

9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.

10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.

11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.

12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

Request for Services from the Town of Jonesborough

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

_____ Police and Security

_____ Street Cleaning

__X__ Signage **Parking lot barracades**

_____ Use of facilities – Facility _____ Dates & Hours _____

Space and staffing needs _____

_____ Communications and/or publicity

__X__ Refuse Collection

_____ Event Preparation/Beautification

_____ Parking

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

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

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

Date: 8/14/26 Signature: [signature]

Print Name: Lauren Foster

Title: General Manager

Witness: _____

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

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

Date: 8/14/26 Signature: [signature]

Print Name: Lauren Foster

Title: General Manager

Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 14th day of August, 20 26, in the Town of Jonesborough, County of Washington, State of Tennessee

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

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Tennessee Hills Distillery

By: Lauren Foster

Printed Name: Lauren Foster

Title: General Manager

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 14th of August, 2026.

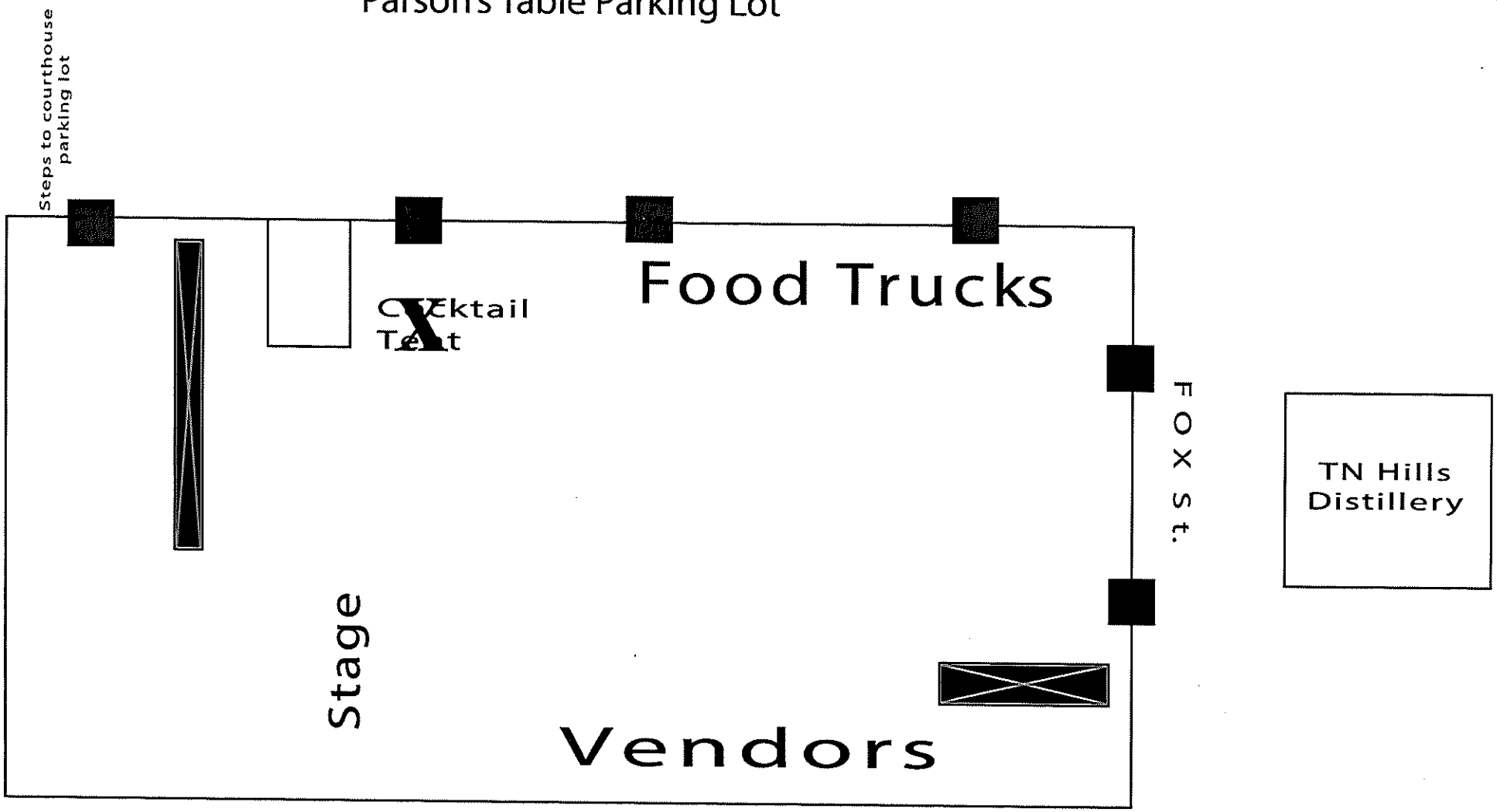
Donna Freeman
NOTARY PUBLIC

My Commission Expires:

05-22-2030

DONNA FREEMAN
STATE OF TENNESSEE NOTARY PUBLIC
WASHINGTON COUNTY

Parson's Table Parking Lot



*Not to scale

No Alcohol Boundary Signs

1. Hold Harmless Agreement: Provided

2. List of pre-events and post-events: No pre or post events

3. Map with city streets: Parson's table parking lot layout is included.

4. Outline of your publicity plan:

TN Hills Distillery will be posting to social media platforms along with sending out e-mail blasts to inform the public about the event.

5. Security Plan:

The Parson's Table parking lot will be reserved for participants of the event. "No alcohol in the parking lot" signs will be put at all entry/exit points of the bar.

Staff will be monitoring the event all day.

We are requesting to have parking for event only signs put out the day on the event at the Parson's Table parking lot along with a barricade for the entrance of the lot.

6. Emergency Plan: We will consult the Jonesborough Police Department as to what they advise.

7. Event Sponsors List:

Tennessee Hills Distillery

8. Proof of liability insurance: Provided. Will email.

9. Anticipated Vendors: We plan to have 2 food trucks and 8-10 vendors, but we didn't want to reach out before we had approval for the event.

10. List of services:

We will have vendors set up for people to browse/shop, food trucks will be set up for people to enjoy food while enjoying the vendors and music, band will be performing so there will be a stage set up in the parking lot. This is a family friendly event so we will also have a blow-up bounce house.

11.Clean-up plan:

Our staff will ensure the parking lot is clean at the end of the event. We would like to request a couple of extra trash cans for the event with collection.

12. Street Closure: None

ACORD

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 08/17/2026

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

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

PRODUCER

Boxwood Insurance Group
3020 Stansberry Ln Ste 202

Franklin TN 37069

CONTACT NAME: [redacted]
PHONE (A/C, No, Ext): [redacted] FAX (A/C, No): [redacted]
E-MAIL ADDRESS: [redacted]

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Philadelphia Indemnity Insurance Co	18058
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED

Rugged American Spirits LLC, DBA: Tennessee Hills Distillery
90 Tennessee Hills Wy

Bristol TN 37620

COVERAGES **CERTIFICATE NUMBER:** CL2662402172 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. *LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS. LIMITS SHOWN ARE INCLUSIVE OF AMOUNTS REQUESTED BY THE CERTIFICATE HOLDER AND MAY NOT REFLECT POLICY LIMIT AMOUNTS IN EXCESS OF THOSE REQUESTED. ***Not Applicable in WY**

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	[X] COMMERCIAL GENERAL LIABILITY [ ] CLAIMS-MADE [X] OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: [X] POLICY [ ] PRO-JECT [ ] LOC [ ] OTHER:			PHPK2743959-000	06/23/2026	06/23/2027	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
							Liquor Liability	$ 1,000,000
A	AUTOMOBILE LIABILITY [X] ANY AUTO [ ] OWNED AUTOS ONLY [ ] SCHEDULED AUTOS [ ] HIRED AUTOS ONLY [ ] NON-OWNED AUTOS ONLY			PHPK2743959-000	06/23/2026	06/23/2027	COMBINED SINGLE LIMIT (Ea accident)	$ 1,000,000
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	[X] UMBRELLA LIAB [X] OCCUR EXCESS LIAB [ ] CLAIMS-MADE [ ] DED [X] RETENTION $ 10,000			PHUB929890-000	06/23/2026	06/23/2027	EACH OCCURRENCE	$ 5,000,000
							AGGREGATE	$ 5,000,000
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N [ ] (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					[ ] PER STATUTE [ ] OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Jonesborough is listed as additional insured as respects general liability when required by written contract.

CERTIFICATE HOLDER

Town of Jonesborough
123 Boone Street

Jonesborough TN 37659

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Patk F. Bogett

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AGENCY CUSTOMER ID: 00002745

LOC #:

ADDITIONAL REMARKS SCHEDULE

AGENCY		NAMED INSURED
Boxwood Insurance Group		
POLICY NUMBER PHPK2743959-000		
CARRIER Philadelphia Indemnity Insurance Co	NAIC CODE 18058	EFFECTIVE DATE: 06/23/2026

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,

FORM NUMBER: 25 **FORM TITLE:** Additional Named Insureds - Other Named Insureds

OTHER NAMED INSUREDS

Tennessee Hills Brewery LLC

Tennessee Hills Distillery LLC

Tennessee Hills Whiskey Kitchen LLC

West Walnut ST Spaces LLC

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TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.9

SUBJECT: Special Event – Downtown with Dolly (Sponsored by Mill Spring Makers Market, Main Street Café, and the Opossums Tale)

BACKGROUND:

Attached is the Special Event Permit Application request from Melinda Copp for the Downtown with Dolly event scheduled for September 25, 2026, to remember the life and legacy of Dolly Parton through her music, foods, iconic style, joy and humor that defined her while embracing her philanthropic spirit to children's literacy. The event will take place from 12:00 PM to 8:00 PM. The event is sponsored by Mill Spring Makers Market, Main Street Café, and the Opossums Tale, along with collaboration with the McKinney Center, Senior Center, Visitors Center, Marketing Department, Jackson Theatre, Central Christian Church, Washington County's Mobile Book Bus and many other local businesses. They are requesting refuse collection, street closure, Marketing Department assistance with decorating and setting up the event, and police/security. Regarding the street closure, Main Street from Fox Street to Second Ave will be closed at 5:00 PM for Music on the Square so no additional closure is needed. Three concession vendors and a couple of Dolly-themed vendors offering goods and services themed for the event have been secured. From 12:00 PM – 5:00 PM (prior to street closure) attendees will be encouraged to check out promotions and activities in the shops, special Dolly menus at participating restaurants, showing of Steel Magnolias at The Jackson Theatre (1:00 PM and 8:30 PM), tribute to Dolly at the Christopher Taylor Cabin set up as her Tennessee Mountain Home with a tribute wall where you can leave her a heartfelt message. The Washington County Mobile Book Bus will be set up downtown all day, giving free books to children.

The Hold Harmless Agreement and Proof of Insurance have been received.

RECOMMENDATION:

Approve the Special Event Permit Application for the Downtown with Dolly to occur September 25, 2026, as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.
12-1002 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-1003 Jonesborough Municipal Code

Person(s) completing Application — Date

Name Melinda Copp — 9/3/2026

Address [redacted]

Jonesborough, TN 37659

Phone [redacted] Fax _____

Email [redacted]

Instructions:

1) Each question on this application must be answered in some fashion for your application to be considered for approval. Please attach an additional sheet(s) if necessary to completely and accurately provide the requested information in each question, labeling any additional sheet(s) clearly as such.

2) **Incomplete applications will be returned to the address you have provided above without further consideration until a complete application, including exhibits is filed.**

3) The **original** application and your exhibits of the entire package should be filed with the Town Administrator's office at least **90 days** in advance of your event. See Schedule of Approval, Chapter 10 Title 12 of the Jonesborough Municipal Code, a copy of which is attached.

the BMA. See Schedule of Approval, Chapter 4, Title 12-406(2) of the Jonesborough Municipal Code.

Sponsoring Organization Information:

Name: Mill Spring Makers, Main Street Cafe, The OPossums Tale

Purpose: To host a downtown celebration, remembering the life and legacy of our East Tennessee Queen, Dolly Parton.

Is this a recurring Special Event? _____ Yes ✓ No

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

Event Information:

Name of Event: Downtown with Dolly

Description & Purpose of Event: Remembering the life and legacy of Dolly Parton through her music, foods, iconic style, joy and humor that defined her while embracing her philanthropic spirit to children's literacy.

Dates & Hours of Event: 12-8 pm 9-25-26 Estimated Number Expected to Attend: 1,000

Estimated Number of Town Citizens Expected to Participate in and/or View Event: 500

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

Request for Services from the Town of Jonesborough

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

✓ Police and Security ✓ Refuse Collection

____ Street Cleaning ____ Event Preparation/Beautification

____ Signage ____ Parking

____ Use of facilities – Facility _____ Dates & Hours _____

Space and staffing needs _____

____ Communications and/or publicity

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

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

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

Date: 9/4/2024 Signature: Melanie Copp

Print Name: Melinda Copp

Title: Business Owner

Witness: _____

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

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

Date: 9/4/2024 Signature: Melanie Copp

Print Name: Melinda Copp

Title: Business Owner

Witness: _____

Required Exhibits to Application

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

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)

2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)

3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)

4. **Outline of your publicity plan** with examples of previous efforts, if available

5. **Security Plan,** including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).

6. **Emergency Plan,** including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.

7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.

8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).

9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.

10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.

11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.

12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 4 day of September, 20 26, in the Town of Jonesborough, County of Washington, State of Tennessee

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

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Mill Spring Makers Market

By: Mel Copp

Printed Name: Melinda Copp

Title: Event Coordinator / Owner of Mill Spring Makers

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 4th of September, 20 26.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

05-22-2030

DONNA FREEMAN
STATE OF TENNESSEE NOTARY PUBLIC
WASHINGTON COUNTY

Downtown with Dolly
Special Event Permit Application

1. **Hold Harmless Agreement**- See attached

2. **List of pre-events and post-events**
   See provided list

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

4. **Outline of your publicity plan**- Use PSA's and press releases through print, radio and television advertising, social media will also be strongly used

5. **Security Plan-** We will utilize Jonesborough Public Safety for security for this downtown event.

6. **Emergency Plan-** In the event of an emergency, dispatch will be called.

7. **Event Sponsors List**- Mill Spring Makers Market, Opossums Tale, Main Street Cafe

8. **Proof of your liability insurance**- Insurance has been requested from our provider and we will have the certificate the week of the event

9. **Anticipated vendors and concession booth list:** We will have 3 concessions vendors and a couple Dolly-themed vendors offering goods and services themed for the event.

10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.**
    We will be decorating and setting up the event along with some help from the Marketing Department.

11. **Clean-up Plan-** We will clean up the event area afterwards but will need extra trash receptacles set-up the night before or morning of the event and collected shortly afterwards.

12. **Street Closure Request-** Main Street from Fox Street to Second Ave. starting at 5 pm. until after Music on the Square. This has already been approved for Music on the Square so no additional request is needed.

Downtown with Dolly, list of pre-events and evening activities

The whole timeline for the event is from 12-8 pm with the majority of the events taking place from 5-8 pm, with street closure starting at 5 pm.

From 12-5 pm, attendees are encouraged to check out special Dolly menus at participating restaurants, promotions and activities in the shops, showing of Steel Magnolias at The Jackson Theater at 1pm, tribute to Dolly at the Christopher Taylor Cabin set up as her Tennessee Mountain Home and several children's activities on the lawn at Central Christian Church. We'll also have the Washington County Book Mobile set up downtown all day, giving away free books to children.

We've coordinated several activities with various town and community organizations including the following happening during the majority of the event from 5-8pm:

1. This is also the last MOTS concert of the season and I've met with Sam Love and we are collaborating to make sure we do not interrupt the concert but working to enhance each others events. He is working with Yarn, the band for that evening to see about having a few Dolly tribute songs and Sam is planning to play Dolly's music prior to the start of MOTS.

2. I have contacted the Senior Center and talked to Robin Beals about having a group dance performance just before the start of the MOTS concert.

3. The Storybook Trail Board will be on hand at the event, handing out Imagination Library Books to children in attendance while also inviting people to partake in the trail throughout the park.

4. The Heritage Alliance will have the Christopher Taylor Cabin open and offer a tribute as Dolly's Tennessee Mountain Home. The will be doing a community Quilt of Many Colors where they'll have quilt squares and fabric markers ready for people to leave heartfelt messages or draw hearts and butterflies and they will be sewing it on-site.

5. The Jackson Theater is showing Steel Magnolias at 1pm and 8:30 pm (pending MOTS does not need it for a rain location). These movies will be free to the public and they will be taking donations for our local library.

6. The Storytelling Center will also have a table at the event with a special promotion on Children's Tickets for the upcoming Storytelling Festival the following week.

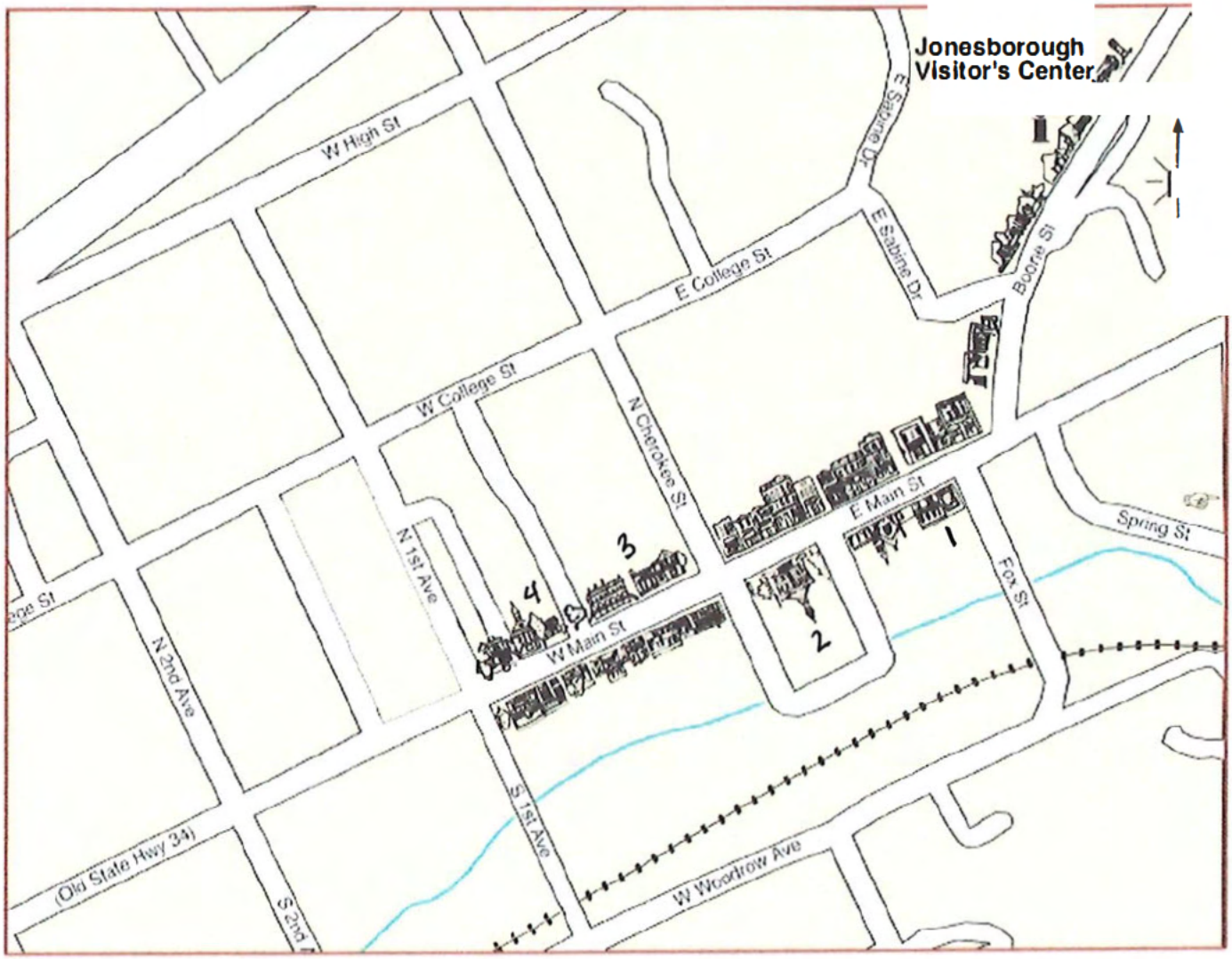
7. The Visitors Center Staff is helping us coordinate a Cobbler Baking Competition that will be voted on by attendees and have 1st, 2nd and 3rd Place Winners for People's Choice Award. It will be called the Cuppa, Cuppa, Cuppa Cobbler Competition, paying Tribute to Dolly's role in Steel Magnolias.

8. The Washington County School's Mobile Book Bus will be in attendance all day. This is a full size school bus that is set up with book shelves and stocked with children's books where children can look through and choose a book to take.

9. I have talked with John Livingston at Central Christian Church and he has given us permission to use their lawn and we will offer several children's and family activities there including: The McKinney Center will be offering a Dolly themed craft, Washington Co. Library Tent offering Library Card and Imagination Library Registration, Face Painting and Rock Painting with Dolly themed rocks to hide around town with the Jonesborough Rocks Facebook Group.

10. We will also have community sidewalk chalk where attendees can add their favorite Dolly lyrics, sayings and artwork.

11. The Visitors Center Staff is also assisting with some photo ops and decorations representative of Dolly throughout town.



1. Children and family activities in front of Central Christian Church including Book Bus parked in front of Sue Henley's.

2. Food vendors set up by Courthouse.

3. Cobbler Baking Competition, Storybook Trail and book giveaway in front of ISC.

4. Dolly Tribute at Christopher Taylor Cabin.

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/08/2026

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

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

PRODUCER Steve Tolley, Agent 620 Suncrest Dr. Ste 50 Gray, TN 37615	CONTACT NAME: [redacted] PHONE (A/C, No, Ext): [redacted] FAX (A/C, No): [redacted] E-MAIL ADDRESS: [redacted]
	INSURER(S) AFFORDING COVERAGE — NAIC #
	INSURER A : Tennessee Farmers Mutual Ins Co — 15245
INSURED Melinda F Copp DBA Mill Spring Makers Market/Downtown with Dolly 3205 W Walnut St Johnson City, TN 37604	INSURER B :
	INSURER C :
	INSURER D :
	INSURER E :
	INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:	X		3148929	09/24/2026	09/27/2026	EACH OCCURRENCE	$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 50,000
							MED EXP (Any one person)	$ 5,000
							PERSONAL & ADV INJURY	$ 1,000,000
							GENERAL AGGREGATE	$ 2,000,000
							PRODUCTS - COMP/OP AGG	$ 2,000,000
								$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☒ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	$
							BODILY INJURY (Per person)	$
							BODILY INJURY (Per accident)	$
							PROPERTY DAMAGE (Per accident)	$
								$
A	☒ UMBRELLA LIAB ☒ OCCUR EXCESS LIAB ☐ CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE	$
							AGGREGATE	$
								$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N ☐ (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	N / A					☐ PER STATUTE ☐ OTH-ER	
							E.L. EACH ACCIDENT	$
							E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
A	WATERCRAFT LIABILITY						EACH OCCURRENCE	$
							MED EXP (Any one person)	$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Jonesborough is an Additional Insured on this Policy

CERTIFICATE HOLDER

Town of Jonesborough
123 Boone St
Jonesborough, TN 37659

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.10

SUBJECT: Town Holiday Lighting and Decorations

BACKGROUND:

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

Main Street Jonesborough and the Jonesborough Tourism Department, in conjunction with the Holiday Lighting Committee, issued a Request for Proposals (RFP) seeking the services of a licensed, qualified, and experienced holiday lighting and decorations contractor to provide holiday lighting and decorations throughout downtown Jonesborough and other designated areas for the 2026 holiday season. Five RFPs were submitted for consideration. We received proposals from Christmas Décor Plus More, Blink Lighting, Gabriel's Christmas, Christmas Décor by Luminescence Lighting, LLC, and Be the Light.

After reviewing the proposals received, the Holiday Lighting Committee is recommending Christmas Décor Plus More for the 2026 holiday lighting and decorations project. Their municipal, institutional, and commercial experience includes projects for the City of Lebanon, University of Tennessee, City of Rogersville Tennessee Tech University, Knoxville Downtown Alliance (Market Square), Altar'd State Corporate Campus, Blackberry Mountain, and West Town Mall. Christmas Décor Plus More has successfully provided holiday lighting services for Jonesborough since 2022. During that time, the Town has been extremely pleased with the quality of their work, professionalism, responsiveness, and customer service. The company has consistently demonstrated an ability to respond quickly, and in person, when issues arise. Their customer service and responsiveness have been exceptional, with the company routinely responding to Town staff promptly and sending personnel to the site when needed. This level of service is particularly valuable for a holiday display in a busy downtown environment where lighting issues need to be addressed quickly and professionally.

Christmas Décor Plus More provided separate pricing for each of the seven areas identified in the Town's RFP. The company offered both a leasing/rental option and a purchase option. The Holiday Lighting Committee is recommending that the Town select the leasing/rental option, which includes planning, design, installation, maintenance, removal, and storage of the lighting equipment and decorative elements for one season.

Christmas Décor Plus More provides the Town with the strongest combination of experience, proven performance, professionalism, responsiveness, quality of work, customer service, and pricing. While the company demonstrated strong qualifications and experience in its proposal, the

Committee's recommendation is further supported by the Town's direct experience with the company since 2022. Christmas Décor Plus More has consistently delivered a high-quality holiday display for Jonesborough and has demonstrated an exceptional willingness to work with Town staff, respond to concerns, and address issues quickly when they arise.

Finally, the Holiday Lighting Committee therefore recommends that the Town of Jonesborough award the 2026 Holiday Lighting and Decorations project to Christmas Décor Plus More under the leasing/rental option in the amount of $44,932.50 which is within the Town's approved FY27 budget for seasonal holiday lighting and decorations to be paid from the Town's seasonal lighting line item.

RECOMMENDATION:

Approve the awarding of the contract for holiday lighting to Christmas Décor Plus More in the amount of $44,932.50, as presented.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Main Street Jonesborough Program, Jonesborough Tourism Department, and the Holiday Lighting Committee
Date: September 4, 2026
RE: Recommendation - 2026 Holiday Lighting and Decorations Proposal

As requested, Main Street Jonesborough and the Jonesborough Tourism Department, in conjunction with the Holiday Lighting Committee, issued a Request for Proposals (RFP) seeking the services of a licensed, qualified, and experienced holiday lighting and decorations contractor to provide holiday lighting and decorations throughout downtown Jonesborough and other designated areas for the 2026 holiday season.

The 2026 RFP was advertised by the Town and made available to prospective contractors. The RFP requested proposals that included both a rental/leasing option and a purchase option, with separate pricing for each area identified in the Scope of Work. Proposals were evaluated based upon the criteria established in the RFP, including the strength of the overall proposal, experience with similar large-scale holiday decorations, innovative and creative approaches, proven ability to complete projects in a timely and professional manner, qualifications and experience of staff, and pricing.

After reviewing the proposals received, the Holiday Lighting Committee is recommending Christmas Décor Plus More for the 2026 holiday lighting and decorations project. Their municipal, institutional, and commercial experience includes projects for the City of Lebanon, University of Tennessee, City of Rogersville Tennessee Tech University, Knoxville Downtown Alliance (Market Square), Altar'd State Corporate Campus, Blackberry Mountain, and West Town Mall. Christmas Décor Plus More has successfully provided holiday lighting services for Jonesborough since 2022. During that time, the Town has been extremely pleased with the quality of their work, professionalism, responsiveness, and customer service. The company has consistently demonstrated an ability to respond quickly, and in person, when issues arise. Their customer service and responsiveness have been exceptional, with the company routinely responding to Town staff promptly and sending personnel to the site when needed. This level of service is particularly valuable for a holiday display in a busy downtown environment where lighting issues need to be addressed quickly and professionally.

Christmas Décor Plus More also provides a highly experienced team. Their lead outdoor lighting designer, JP Schuffman, has more than twenty-five years of experience in theatrical lighting design and commercial lighting manufacturing. Their senior installation technician, Zach McGee, has extensive experience in landscape design and large-scale holiday and special event lighting. The company's installation crews have between five and fifteen seasons of experience, providing the Town with a knowledgeable and experienced team to manage the project.

The company has also provided the Town with references and examples of comparable large-scale projects, including:

- **Historic Mitchell House and City Hall – City of Lebanon:** Multiple building exteriors, trees, shrubs, walk-through installations and photo opportunities.
- **Tennessee Tech University:** Large-scale lighting installations throughout the Quad at Derryberry Hall, including hanging lights and large trees of lights.
- **Downtown Knoxville Market Square:** Large-scale holiday lighting and decorative installations in one of downtown Knoxville's primary public spaces.

These projects demonstrate the company's ability to successfully complete holiday lighting installations in active public spaces and at a scale comparable to the Town's needs.

Proposed Jonesborough Scope
Christmas Décor Plus More provided separate pricing for each of the seven areas identified in the Town's RFP. The company offered both a leasing/rental option and a purchase option.

The Holiday Lighting Committee is recommending that the Town select the leasing/rental option, which includes planning, design, installation, maintenance, removal, and storage of the lighting equipment and decorative elements for one season. The recommended rental scope is as follows:

Area	Description	Rental Cost
Area 1	Four trees on Boone Street	$3,500.00
Area 2	Greenspace on Main Street – three shrubs and one crab apple tree with snowfall tubes	$1,800.00
Area 3	Fifteen trees on Main Street	$19,687.50
Area 4	Storytelling Plaza tree with colored lights and snowfall tubes	$2,325.00
Area 5	Courthouse evergreen – full coverage with commercial C9 bulbs	$7,000.00
Area 6	Courthouse columns and balcony	$8,000.00
Area 7	Fox Street light poles	$1,180.00
Misc.	Timers for all zones	$1,440.00
Total		**$44,932.50**

The rental option is recommended because it provides the Town with a complete, turn-key service while avoiding the significant upfront investment and ongoing storage and maintenance responsibilities associated with purchasing the materials. Under the rental

option, Christmas Décor Plus More retains ownership of the lighting and decorative materials and is responsible for storage and maintenance of the rented materials. The company will also provide installation and removal labor as part of the seasonal rental. The rental arrangement also provides the Town with flexibility from year to year. Christmas Décor Plus More has indicated that the Town may elect to change the colors of the bulbs from year to year at no additional cost, allowing the holiday display to evolve while maintaining the overall quality and cohesiveness of the downtown design.

Recommendation
Based upon the evaluation criteria established in the RFP, the Holiday Lighting Committee believes Christmas Décor Plus More provides the Town with the strongest combination of experience, proven performance, professionalism, responsiveness, quality of work, customer service, and pricing. While the company demonstrated strong qualifications and experience in its proposal, the Committee's recommendation is further supported by the Town's direct experience with the company since 2022. Christmas Décor Plus More has consistently delivered a high-quality holiday display for Jonesborough and has demonstrated an exceptional willingness to work with Town staff, respond to concerns, and address issues quickly when they arise.

The Holiday Lighting Committee therefore recommends that the Town of Jonesborough award the 2026 Holiday Lighting and Decorations project to Christmas Décor Plus More under the leasing/rental option in the amount of $44,932.50 which is within the Town's approved budget for seasonal holiday lighting and decorations and will be paid from the Town's seasonal lighting line item.

The Committee is confident that continuing this partnership will allow Jonesborough to provide residents and visitors with a high-quality, cohesive, and memorable holiday experience while remaining within a reasonable and responsible budget.

Holiday Lighting Committee
Main Street Jonesborough Program
Jonesborough Tourism Department

Christmas Décor Plus More is a locally owned business with more than fifteen years in the holiday lighting industry. With over two-hundred residential clients and over forty commercial clients in the greater Knoxville area, we are very proud to be a part of what makes the holidays just a little bit brighter in East Tennessee! We are a full service, turn-key holiday decorating company with both exterior and interior design divisions. Some of our current municipal and stage clients include The City of Rogersville, Knoxville Downtown Alliance, The City of Lebanon, University of Tennessee and Tennessee Tech University. Other large commercial clients include, Altar'd State Corporate Campus, Blackberry Mountain, and West Town Mall. Our lead outdoor lighting designer brings years of lighting design and pragmatic technical know-how to each project; while our lead decor installers each have between 5 and 15 seasons under their belts. We feel confident that our particular mix of experience, and love for what we do can help to make Jonesborough's 2022 holiday season even more special. The scope of this project lies at the center of the sweet spot for our Christmas Décor. Our teams are used to installations of this kind, whether it's working in bustling downtown Knoxville on Market Square, or constructing a massive 30' tall tree of lights for the Gatlinburg Skybridge, our installers are experienced, professional, and take enormous pride in their work. We design and decorate literally hundreds of trees every season, and know that it's the little details that make the difference between a memorable display and a truly iconic one.

Our lead designer, JP Schuffman jp@christmasdecorplusmore.com 865 333 9388 comes to us with over twenty-five years working in theatrical lighting design and commercial lighting manufacturing. In his time with the company he has designed dozens of jobs of this scale as well as scores of smaller ones. Likewise the senior installation technician Zach McGee began his career in landscape design, and has been working as our 'man on the ground' on large scale installations for ten years. With literally thousands of hours of holiday and special event lighting between them, there are very few situations that one or the other has not encountered. "JP Schuffman: Director of Design and Sales > Zach McGee: Chief Installer.

Image 1 - Mitchell House, City of Lebanon (2022 - present)
Lee Clark Dir. Public Works 615 456 2136 lee@lebanontn.org
Historic Mitchell House, Grand Courtyard, and City Hall: $53,000, completed.
Multiple buildings exteriors, trees, shrubs, walk through installations and photo ops.

Image 2 - Tennessee Tech University (2023 - present)
Shanna Muncy Dir. Public Events 931 372 3178 smuncy@tntech.edu
The Quad at Derryberry Hall. $46,000 completed.
A wall of hanging lights stretching from one end of the courtyard to the other with massive trees of lights.

Image 3 – Downtown Knoxville Market Square (2020 - present)
Callie Blackburn 865.246.2653 cblackburn@downtownknoxville.org
The Grove on Market Square: $24,000, completed.
A centerpiece of downtown Knoxville, 25ft tall candy cane wrapped trees.

Image 1

Image 2

Image 3

LEASING OPTION

Per the RFP we have provided both a leasing option and a product purchasing option. The LEASING option includes one season of planning, design, installation, maintenance, removal and storage of the lighting equipment and other design elements. Christmas Decor maintains and repairs the lighting equipment during the off season ensuring that all of the products are in good working order and looking their best before they are installed the following year. The customer can also elect to change the colors of bulbs from year to year at no additional cost. Christmas Decor maintains ownership of all rented / leased materials in the leasing option. All labor for one season is included in the price listed in the leasing option.

Leasing Option Product Warranty: We will service our non-functioning decorations within reason. Individual bulbs vary in life expectancy and will not be replaced immediately upon expiration; service is performed once several bulbs have failed. Please notify our office immediately of any non-functioning decor. Exclusions: Repairs caused by vandalism, extraordinary weather, or customer-added lights are not covered and will be billed as additional service calls. Power failures or tripped GFCI circuits due to inclement weather are not the responsibility of Christmas Decor Plus More. We will perform service calls to troubleshoot these issues but cannot be held liable for storm-related outages. Client Systems: If a persistent GFCI issue is caused by faults in client-owned electrical systems, service calls will be billed to the customer. We do not repair or modify client-owned electrical systems.

LEASING OPTION		SUB TOTAL
AREA 1	**BOONE STREET**	**$3,500.00**
4X Trees on Boone Street wrapped to a height of approximately 15ft		
AREA 2	**GREENSPACE AT MAIN STREET**	**$1,800.00**
3x Shrubs to be wrapped in mini lights and 1x Crab Apple tree wrapped in mini lights with 15x snowfall tubes		
AREA 3	**15X TREES ON MAIN STREET**	**$19,687.50**
15x trees on Main St. with branches wrapped in mini lights up to approximately 15ft		
AREA 4	**STORYTELLING PLAZA**	**$2,325.00**
1x tree between Storytelling Plaza and the Chester Inn with branches wrapped in colored lights and 30x snowfall tubes		
AREA 5	**COURTHOUSE TREE**	**$7,000.00**
Full coverage of the 50ft evergreen located at the courthouse in multi C9 bulbs.		
AREA 6	**COURTHOUSE COLUMNS AND BALCONY**	**$8,000.00**
4x columns wrapped in 14" garland with warm white lights and heavily decorated with ornamental picks. 1x 5ft wreath centered on the balcony decorated in berry picks with garland swagged from the wreath to the corners of the balcony.		
AREA 7	**FOX STREET LAMP POSTS**	**$1,180.00**
3x lamp posts wrapped in 14" garland with warm white lights, and woven mesh red ribbon.		
MISC	**24x TIMERS FOR ALL ZONES**	**$1,440.00**
MISC	**EXTENSION CHORDS**	**NA**
		TOTAL
		$44,932.50

PURCHASE OPTION

Per the RFP we have provided both a leasing option and a product purchasing option. The PURCHASE option includes one season of planning and design and the sale of the listed materials. Installation, removal, and storage of the lighting equipment and other design elements is billed separately from the purchased materials. Maintenance due to product failure is billed separately. Christmas Decor does not provide any warranty on purchased materials. Before the agreed on installation date the customer must inspect the lighting products to ensure their proper functioning. Additional hours may be billed if additional time is required to complete the job due to malfunctioning, improperly stored, or damaged customer-owned material. Storage of customer owned material is the responsibility of the customer.

PURCHASE OPTION		**SUB TOTAL**
AREA 1	**BOONE STREET**	**$2,444.00**
Mini lights for 4x trees on Boone Street mini lights sold to customer.		
AREA 2	**GREENSPACE AT MAIN STREET**	**$1,934.00**
Mini lights for 3x shrubs and 1x Crab Apple tree and 15x snowfall tubes sold to customer.		
AREA 3	**15X TREES ON MAIN STREET**	**$12,337.50**
Mini lights for 15x trees on Main St. sold to customer		
AREA 4	**STORYTELLING PLAZA**	**$2,505.00**
Mini lights for 1x tree between Storytelling Plaza and the Chester Inn and 30x snowfall tubes sold to customer		
AREA 5	**COURTHOUSE TREE**	**$2,625.00**
C9 lights for the 50ft evergreen located at the courthouse sold to customer		
AREA 6	**COURTHOUSE COLUMNS AND BALCONY**	**$7,920.00**
14" garland with warm white lights and heavily decorated with ornamental picks for 4x columns and 1x 5ft wreath decorated in berry picks with garland sold to customer.		
AREA 7	**FOX STREET LAMP POSTS**	**$1,180.00**
14" garland with warm wrhite lights, and woven mesh red ribbon for 3x lamp posts sold to customer		
MISC	24x TIMERS FOR ALL ZONES	**$1,920.00**
MISC	EXTENSION CHORDS	**$1,150.00**
LABOR	Estimated 1 season of installation & removal of decor for Areas 1-7	**$42,000.00**
		TOTAL
		$76,015.50

STATE OF TENNESSEE
DEPARTMENT OF REVENUE

Business Tax Filing Status Certificate

April 16, 2025

CHRISTMAS DECOR PLUS MORE LLC
6217 BAUM DR
KNOXVILLE TN 37919-9503

Letter ID:	L0054956736
Account ID:	1001979710-BUS
Account Type:	Business Tax

Dear CHRISTMAS DECOR PLUS MORE LLC:

This certificate confirms the business tax filing status of Retailer for the above-named taxpayer. The certificate is valid beginning April 15, 2025 and expiring on April 15, 2026 for the following location:

Location ID:	1001656653
Location Address:	CHRISTMAS DECOR PLUS MORE LLC 6217 BAUM DR KNOXVILLE TN 37919-9503

According to Tenn. Code Ann. § 67-4-720, a vendor that receives a certificate from a customer shall not owe additional tax, nor be refunded tax, based on a retroactive change in the customer's filing status as a wholesaler or retailer during the certificate's effective period.

The taxpayer may furnish its supplier(s) with a **COPY** of the enclosed certificate upon vendor(s) request. Vendors may rely on the certificate for transactions occurring during the certificate's effective period for the purpose of determining their business liability. The original certificate should be retained **for the taxpayer's records**. The vendor must maintain a file copy as evidence of their business tax filings.

Tennessee Department of Revenue

Business Tax Filing Status Certificate

Location Address:
CHRISTMAS DECOR PLUS MORE LLC
6217 BAUM DR
KNOXVILLE TN 37919-9503

Effective Period Begin:	April 15, 2025
Effective Period End:	April 15, 2026
Filing Status:	Retailer
Location ID:	1001656653

CHRIDEC-01 ATRIPP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/25/2026

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

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

PRODUCER
Carriage Hill Insurance
840 Highway 321 N
Lenoir City, TN 37771-6440

CONTACT NAME: CHI TN CL A
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Auto-Owners Insurance Co	18988
INSURER B : AMERICAN INTERSTATE INSURANCE COMPANY	31895
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Christmas Decor Plus More LLC
6217 Baum Dr
Knoxville, TN 37919

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER: General Aggregate			03990458	8/26/2026	8/26/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 300,000 $ 10,000 $ 2,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY X SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			5299037400	8/26/2026	8/26/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	$ $ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		AVWCTN3516672026	8/27/2026	8/27/2027	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Christmas Decor Plus More
6217 Baum Dr
Knoxville, TN 37919

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Adam Tripp

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TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.11

SUBJECT: Town Event Addendum – Haunts and Happenings

BACKGROUND:

As you will recall, the Board of Mayor and Aldermen approved the Town sponsored event "Halloween Haunts and Happenings" during its August meeting. One of the newer events was left out of the original request, the "Great Jonesborough Pumpkin Party." This event will take place on October 28th beginning at 5:00pm. The event will require street closure on the West Side of the Courthouse to allow for tables to be set up for the pumpkin carving event. The street closure will be from 5pm-9pm and will only include the west side of the courthouse from Mauk's to the Crafty Peddler.

Parks and Recreation Director has provided an illustration of the event location in his memo below.

RECOMMENDATION:

Approve the addendum to the "Halloween Haunts and Happenings" event to take place on Wednesday, October 28th with a street closure of the West Side of the Courthouse from 5pm-9pm.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera, Parks and Recreation Director

CC:

Date: 9/3/26

Re: Great Pumpkin Party – Street Closure (Addendum to Halloween Haunts and Happenings)

The Board of Mayor and Aldermen approved the Halloween Haunts and Happenings memo in August 2026; however, the Great Pumpkin Party was not included in that request. This memo is to add the Great Pumpkin Party onto that event and request the associated street closure.

We will be hosting the Great Pumpkin Party on Wednesday, October 28th from 5:30-8:30pm. Tables will be set up in the street to allow people to come carve pumpkins in person. Last year we planned to do the same thing, but rain forced us to pivot and host the event inside the Senior Center instead.

We would like to request a street closure on the west side of the courthouse only, from 5:00pm-9:00pm on Wednesday, October 28th, for the Great Pumpkin Party. Only the west side of the courthouse will be closed. We will block the parking spots adjacent to Mauk's and the Crafty Peddler. We will also block the exit from the parking lot at Mauk's, and vehicles will be directed to exit onto Main St. between Jackson's Prime and the Department of Records Management and Archives.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.12

SUBJECT: Jonesborough Little League and Jr. Pioneers Concession Agreements

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BACKGROUND:

Now that Jonesborough Soccer has officially moved to Tiger Park, Jonesborough Little League is looking to host fall ball at Persimmon Ridge Park. As such, we need to update the concession agreement due to their current agreement ending on June 30th, 2026. This agreement would be effective through November 30th, 2026.

Jr. Pioneer Athletics is currently hosting their fall football league on the field at the Old Jonesborough Middle School. They do not play games there, but they open the concession stand at night during practices. The agreement presented is the same agreement used for Jonesborough Little League, with the location changed to "Old Jonesborough Middle School." All other terms remain the same.

Staff are reviewing potential updates to the existing agreements prior to the 2027 seasons regarding Scope of Concession and the "exclusive right and privilege to the Concessionaire to operate the concessions…" The main concern is what if the Town is hosting a tournament and needs to use the concessions. Through effective communications between the league and Town staff, I would anticipate minimal issues but "just in case" we are doing a re-review for the future league seasons.

RECOMMENDATION:

Approve the 2026 Concession agreement with both Jonesborough Little League and Jr. Pioneer Athletics, authorizing the Mayor to sign the agreement for the Town as presented.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera, Parks and Recreation Director

CC:

Date: 9/3/26

Re: Little League and Jr. Pioneer Concession Agreements

I am providing the following information on two concession stand lease agreements: a renewed agreement with Jonesborough Little League and a new agreement with Jr. Pioneers Athletics.

Jonesborough Little League's previous lease agreement, covering the spring season, expired on June 30, 2026. Little League has since added a fall ball league, and I have prepared a new agreement to cover this additional season. The new agreement will expire on November 30, 2026.

The second is a new agreement with Jr. Pioneers Athletics for a concession stand at Old Jonesborough Middle School. I used the same agreement we have on file with Little League as the template, and the only substantive change is the location, which reflects Old Jonesborough Middle School in place of Persimmon Ridge Park. All other terms remain the same as our standard concession stand agreement.

Both agreements are attached. Please let me know if you need any additional information.

TOWN OF JONESBOROUGH
DEPARTMENT OF PARKS AND RECREATION
2026 CONCESSION AGREEMENT

This agreement is entered into by the Jonesborough Department of Parks and Recreation and the Jonesborough Little League 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 where 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.

BEVERAGE AGREEMENT. The Town has an exclusive drink sponsorship agreement with Coca-Cola. Concessionaire must use Coca-Cola products (including water) as the sole provider of bottled / canned / fountain drinks and must order exclusively through the designated Coke representative as specified by the Town.

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.

Jonesborough Little League 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 2026 season and will run from September 14, 2026 through November 30, 2026.
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 14th day of September, 2026.

LESSEE

_____
CONCESSIONAIRE

Address: _____
_____
Phone: _____

LESSOR

_____
Kelly Wolfe, MAYOR

_____
JANET JENNINGS, RECORDER

APPROVED AS TO FORM:_____
JAMES R. WHEELER, TOWN ATTORNEY

TOWN OF JONESBOROUGH
DEPARTMENT OF PARKS AND RECREATION
2026 CONCESSION AGREEMENT

This agreement is entered into by the Jonesborough Department of Parks and Recreation and the Jr. Pioneer Athletics herein called the "Concessionaire." In consideration of the Town of Jonesborough leasing the concession rights at the Old Jonesborough Middle School, 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 Old Jonesborough Middle School in service to individuals or groups of individuals using the ballfields and park rental or picnic areas; however, such rights will not include determining who can and cannot use the athletic field, 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 the concession stand and adjoining restrooms.

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 where 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.

BEVERAGE AGREEMENT. The Town has an exclusive drink sponsorship agreement with Coca-Cola. Concessionaire must use Coca-Cola products (including water) as the sole provider of bottled / canned / fountain drinks and must order exclusively through the designated Coke representative as specified by the Town.

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.

Jr. Pioneer Athletics shall appoint personnel responsible for picking up trash and litter in and around the athletic field, concession stand, 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 Old Jonesborough Middle School 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 the start 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. Old Jonesborough Middle School 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 2026 season and will run from September 14, 2026 through November 30, 2026.

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 14th day of September, 2026.

LESSEE

_____
CONCESSIONAIRE

Address: _____
_____
Phone: _____

LESSOR

_____
Kelly Wolfe, MAYOR

_____
JANET JENNINGS, RECORDER

APPROVED AS TO FORM:_____
JAMES R. WHEELER, TOWN ATTORNEY

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.13

SUBJECT: Driveway Repairs at 416 E. Jackson Blvd.

BACKGROUND:

The Town received a request from the property owner at 416 East Jackson, Janet and Danny Mack Keys, to repair a section of gravel driveway that connects the rear of their business to Jefferson Drive.

There are two or three large drain tiles from the Senior Center and Lincoln Park that empty onto the Keys' property. Through several heavy rains in August, this runoff may have been a contributing factor to washing gravel off the driveway and cutting a ditch through the driveway as well.

The Keys have been good neighbors to the Town and were very easy to work with through the Senior Center/Lincoln Park project. They are requesting assistance from the Town to repair this driveway.

This gravel driveway is part of private property, but the driveway is utilized by the general public to enter and exit businesses located in the rear of their property. Due to the driveway being located on private property however, I cannot allow Town staff to make the repairs without approval from the Board of Mayor and Aldermen.

I would estimate the repairs to be approximately $1,000.00 and would be funded from the Street Department's current operating budget.

RECOMMENDATION:

Approve the repairs to the driveway at 416 East Jackson Boulevard, with the work to be completed by Town staff.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.14

SUBJECT: Constitution Week Proclamation

BACKGROUND:

Daughters of the American Revolution, State of Franklin Chapter Librarian Allyson Wilkinson requested we approve a proclamation recognizing the United States Constitution Week September 17-23, 2026.

RECOMMENDATION:

Approve the proclamation recognizing the United States Constitution Week, September 17-23, 2026, as presented.

A PROCLAMATION RECOGNIZING CONSTITUTION WEEK

WHEREAS, the United States Constitution stands as a testament to the tenacity of Americans throughout history to maintain their liberties and freedoms to ensure those unalienable rights to every American; and

WHEREAS, September 17, 2026, marks the two hundred and thirty-ninth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

WHEREAS, it is fitting and proper to accord official recognition to this magnificent document in the oldest town in Tennessee and mark its memorable anniversary with patriotic celebrations which will commemorate the occasion during America's celebration of the 250th anniversary of the Declaration of Independence; and

WHEREAS, in 1956, following a petition by the Daughters of the American Revolution, President Dwight D. Eisenhower signed into public law the resolution adopted by the United States Congress setting aside September 17-23 for the annual observation of Constitution Week; and

WHEREAS, the Daughters of the American Revolution is a non-profit, non-political, volunteer women's service organization whose members can prove lineal descent from a patriot of the American Revolution and are dedicated to promoting patriotism, preserving American history, and securing America's future through better education for children; and

WHEREAS, Jonesborough's State of Franklin Chapter of the Daughters of the American Revolution encourages churches, schools, courthouses, fire houses, Veterans homes, scout troops and other groups, local governments, and individuals to join the ringing bells across America during Constitution Week to commemorate the 239th anniversary of the signing of the United States Constitution; and

NOW THEREFORE I, Kelly Wolfe, by virtue of the authority vested in me as Mayor of the Town of Jonesborough in Washington County in the State of Tennessee, do hereby proclaim the week of September 17th through 23rd, 2026 as

CONSTITUTION WEEK

AND I *ask our citizens to recognize the privilege and duty of the American people to commemorate this occasion by the ringing of bells – reaffirming the ideals of the Framers of the constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remembering that lost rights may never be regained. With the utmost respect, the Town of Jonesborough recognizes Constitution Week and Bells Across America, and thanks the State of Franklin Chapter of the Daughters of the American Revolution for its dedication to encouraging this community to study, celebrate, protect, and defend the United States Constitution.*

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 14th day of September 2026.

_____
KELLY WOLFE, MAYOR

ATTEST:

_____
JANET JENNINGS, RECORDER

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.15

SUBJECT: Holiday Lighting and Decorations

BACKGROUND:

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

Main Street Jonesborough and the Jonesborough Tourism Department, in conjunction with the Holiday Lighting Committee, issued a Request for Proposals (RFP) seeking the services of a licensed, qualified, and experienced holiday lighting and decorations contractor to provide holiday lighting and decorations throughout downtown Jonesborough and other designated areas for the 2026 holiday season. Five RFPs were submitted for consideration. We received proposals from Christmas Décor Plus More, Blink Lighting, Gabriel's Christmas, Christmas Décor by Luminescence Lighting, LLC, and Be the Light.

After reviewing the proposals received, the Holiday Lighting Committee is recommending Christmas Décor Plus More for the 2026 holiday lighting and decorations project. Their municipal, institutional, and commercial experience includes projects for the City of Lebanon, University of Tennessee, City of Rogersville Tennessee Tech University, Knoxville Downtown Alliance (Market Square), Altar'd State Corporate Campus, Blackberry Mountain, and West Town Mall. Christmas Décor Plus More has successfully provided holiday lighting services for Jonesborough since 2022. During that time, the Town has been extremely pleased with the quality of their work, professionalism, responsiveness, and customer service. The company has consistently demonstrated an ability to respond quickly, and in person, when issues arise. Their customer service and responsiveness have been exceptional, with the company routinely responding to Town staff promptly and sending personnel to the site when needed. This level of service is particularly valuable for a holiday display in a busy downtown environment where lighting issues need to be addressed quickly and professionally.

Christmas Décor Plus More provided separate pricing for each of the seven areas identified in the Town's RFP. The company offered both a leasing/rental option and a purchase option. The Holiday Lighting Committee is recommending that the Town select the leasing/rental option, which includes planning, design, installation, maintenance, removal, and storage of the lighting equipment and decorative elements for one season.

Christmas Décor Plus More provides the Town with the strongest combination of experience, proven performance, professionalism, responsiveness, quality of work, customer service, and pricing. While the company demonstrated strong qualifications and experience in its proposal,

the Committee's recommendation is further supported by the Town's direct experience with the company since 2022. Christmas Décor Plus More has consistently delivered a high-quality holiday display for Jonesborough and has demonstrated an exceptional willingness to work with Town staff, respond to concerns, and address issues quickly when they arise.

Finally, the Holiday Lighting Committee therefore recommends that the Town of Jonesborough award the 2026 Holiday Lighting and Decorations project to Christmas Décor Plus More under the leasing/rental option in the amount of $44,932.50 which is within the Town's approved FY27 budget for seasonal holiday lighting and decorations to be paid from the Town's seasonal lighting line item.

RECOMMENDATION:

Approve the awarding of the contract for holiday lighting to Christmas Décor Plus More in the amount of $44,932.50, as presented.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Main Street Jonesborough Program, Jonesborough Tourism Department, and the Holiday Lighting Committee
Date: September 4, 2026
RE: Recommendation - 2026 Holiday Lighting and Decorations Proposal

As requested, Main Street Jonesborough and the Jonesborough Tourism Department, in conjunction with the Holiday Lighting Committee, issued a Request for Proposals (RFP) seeking the services of a licensed, qualified, and experienced holiday lighting and decorations contractor to provide holiday lighting and decorations throughout downtown Jonesborough and other designated areas for the 2026 holiday season.

The 2026 RFP was advertised by the Town and made available to prospective contractors. The RFP requested proposals that included both a rental/leasing option and a purchase option, with separate pricing for each area identified in the Scope of Work. Proposals were evaluated based upon the criteria established in the RFP, including the strength of the overall proposal, experience with similar large-scale holiday decorations, innovative and creative approaches, proven ability to complete projects in a timely and professional manner, qualifications and experience of staff, and pricing.

After reviewing the proposals received, the Holiday Lighting Committee is recommending Christmas Décor Plus More for the 2026 holiday lighting and decorations project. Their municipal, institutional, and commercial experience includes projects for the City of Lebanon, University of Tennessee, City of Rogersville Tennessee Tech University, Knoxville Downtown Alliance (Market Square), Altar'd State Corporate Campus, Blackberry Mountain, and West Town Mall. Christmas Décor Plus More has successfully provided holiday lighting services for Jonesborough since 2022. During that time, the Town has been extremely pleased with the quality of their work, professionalism, responsiveness, and customer service. The company has consistently demonstrated an ability to respond quickly, and in person, when issues arise. Their customer service and responsiveness have been exceptional, with the company routinely responding to Town staff promptly and sending personnel to the site when needed. This level of service is particularly valuable for a holiday display in a busy downtown environment where lighting issues need to be addressed quickly and professionally.

Christmas Décor Plus More also provides a highly experienced team. Their lead outdoor lighting designer, JP Schuffman, has more than twenty-five years of experience in theatrical lighting design and commercial lighting manufacturing. Their senior installation technician, Zach McGee, has extensive experience in landscape design and large-scale holiday and special event lighting. The company's installation crews have between five and fifteen seasons of experience, providing the Town with a knowledgeable and experienced team to manage the project.

The company has also provided the Town with references and examples of comparable large-scale projects, including:

- **Historic Mitchell House and City Hall – City of Lebanon:** Multiple building exteriors, trees, shrubs, walk-through installations and photo opportunities.
- **Tennessee Tech University:** Large-scale lighting installations throughout the Quad at Derryberry Hall, including hanging lights and large trees of lights.
- **Downtown Knoxville Market Square:** Large-scale holiday lighting and decorative installations in one of downtown Knoxville's primary public spaces.

These projects demonstrate the company's ability to successfully complete holiday lighting installations in active public spaces and at a scale comparable to the Town's needs.

Proposed Jonesborough Scope
Christmas Décor Plus More provided separate pricing for each of the seven areas identified in the Town's RFP. The company offered both a leasing/rental option and a purchase option.

The Holiday Lighting Committee is recommending that the Town select the leasing/rental option, which includes planning, design, installation, maintenance, removal, and storage of the lighting equipment and decorative elements for one season. The recommended rental scope is as follows:

Area	Description	Rental Cost
Area 1	Four trees on Boone Street	$3,500.00
Area 2	Greenspace on Main Street – three shrubs and one crab apple tree with snowfall tubes	$1,800.00
Area 3	Fifteen trees on Main Street	$19,687.50
Area 4	Storytelling Plaza tree with colored lights and snowfall tubes	$2,325.00
Area 5	Courthouse evergreen – full coverage with commercial C9 bulbs	$7,000.00
Area 6	Courthouse columns and balcony	$8,000.00
Area 7	Fox Street light poles	$1,180.00
Misc.	Timers for all zones	$1,440.00
Total		**$44,932.50**

The rental option is recommended because it provides the Town with a complete, turn-key service while avoiding the significant upfront investment and ongoing storage and maintenance responsibilities associated with purchasing the materials. Under the rental

option, Christmas Décor Plus More retains ownership of the lighting and decorative materials and is responsible for storage and maintenance of the rented materials. The company will also provide installation and removal labor as part of the seasonal rental. The rental arrangement also provides the Town with flexibility from year to year. Christmas Décor Plus More has indicated that the Town may elect to change the colors of the bulbs from year to year at no additional cost, allowing the holiday display to evolve while maintaining the overall quality and cohesiveness of the downtown design.

Recommendation
Based upon the evaluation criteria established in the RFP, the Holiday Lighting Committee believes Christmas Décor Plus More provides the Town with the strongest combination of experience, proven performance, professionalism, responsiveness, quality of work, customer service, and pricing. While the company demonstrated strong qualifications and experience in its proposal, the Committee's recommendation is further supported by the Town's direct experience with the company since 2022. Christmas Décor Plus More has consistently delivered a high-quality holiday display for Jonesborough and has demonstrated an exceptional willingness to work with Town staff, respond to concerns, and address issues quickly when they arise.

The Holiday Lighting Committee therefore recommends that the Town of Jonesborough award the 2026 Holiday Lighting and Decorations project to Christmas Décor Plus More under the leasing/rental option in the amount of $44,932.50 which is within the Town's approved budget for seasonal holiday lighting and decorations and will be paid from the Town's seasonal lighting line item.

The Committee is confident that continuing this partnership will allow Jonesborough to provide residents and visitors with a high-quality, cohesive, and memorable holiday experience while remaining within a reasonable and responsible budget.

Holiday Lighting Committee
Main Street Jonesborough Program
Jonesborough Tourism Department

Christmas Décor Plus More is a locally owned business with more than fifteen years in the holiday lighting industry. With over two-hundred residential clients and over forty commercial clients in the greater Knoxville area, we are very proud to be a part of what makes the holidays just a little bit brighter in East Tennessee! We are a full service, turn-key holiday decorating company with both exterior and interior design divisions. Some of our current municipal and stage clients include The City of Rogersville, Knoxville Downtown Alliance, The City of Lebanon, University of Tennessee and Tennessee Tech University. Other large commercial clients include, Altar'd State Corporate Campus, Blackberry Mountain, and West Town Mall. Our lead outdoor lighting designer brings years of lighting design and pragmatic technical know-how to each project; while our lead decor installers each have between 5 and 15 seasons under their belts. We feel confident that our particular mix of experience, and love for what we do can help to make Jonesborough's 2022 holiday season even more special. The scope of this project lies at the center of the sweet spot for our Christmas Décor. Our teams are used to installations of this kind, whether it's working in bustling downtown Knoxville on Market Square, or constructing a massive 30' tall tree of lights for the Gatlinburg Skybridge, our installers are experienced, professional, and take enormous pride in their work. We design and decorate literally hundreds of trees every season, and know that it's the little details that make the difference between a memorable display and a truly iconic one.

Our lead designer, JP Schuffman jp@christmasdecorplusmore.com 865 333 9388 comes to us with over twenty-five years working in theatrical lighting design and commercial lighting manufacturing. In his time with the company he has designed dozens of jobs of this scale as well as scores of smaller ones. Likewise the senior installation technician Zach McGee began his career in landscape design, and has been working as our 'man on the ground' on large scale installations for ten years. With literally thousands of hours of holiday and special event lighting between them, there are very few situations that one or the other has not encountered. "JP Schuffman: Director of Design and Sales > Zach McGee: Chief Installer.

Image 1 - Mitchell House, City of Lebanon (2022 - present)
Lee Clark Dir. Public Works 615 456 2136 lee@lebanontn.org
Historic Mitchell House, Grand Courtyard, and City Hall: $53,000, completed.
Multiple buildings exteriors, trees, shrubs, walk through installations and photo ops.

Image 2 - Tennessee Tech University (2023 - present)
Shanna Muncy Dir. Public Events 931 372 3178 smuncy@tntech.edu
The Quad at Derryberry Hall. $46,000 completed.
A wall of hanging lights stretching from one end of the courtyard to the other with massive trees of lights.

Image 3 – Downtown Knoxville Market Square (2020 - present)
Callie Blackburn 865.246.2653 cblackburn@downtownknoxville.org
The Grove on Market Square: $24,000, completed.
A centerpiece of downtown Knoxville, 25ft tall candy cane wrapped trees.

Image 1

Image 2

Image 3

LEASING OPTION

Per the RFP we have provided both a leasing option and a product purchasing option. The LEASING option includes one season of planning, design, installation, maintenance, removal and storage of the lighting equipment and other design elements. Christmas Decor maintains and repairs the lighting equipment during the off season ensuring that all of the products are in good working order and looking their best before they are installed the following year. The customer can also elect to change the colors of bulbs from year to year at no additional cost. Christmas Decor maintains ownership of all rented / leased materials in the leasing option. All labor for one season is included in the price listed in the leasing option.

Leasing Option Product Warranty: We will service our non-functioning decorations within reason. Individual bulbs vary in life expectancy and will not be replaced immediately upon expiration; service is performed once several bulbs have failed. Please notify our office immediately of any non-functioning decor. Exclusions: Repairs caused by vandalism, extraordinary weather, or customer-added lights are not covered and will be billed as additional service calls. Power failures or tripped GFCI circuits due to inclement weather are not the responsibility of Christmas Decor Plus More. We will perform service calls to troubleshoot these issues but cannot be held liable for storm-related outages. Client Systems: If a persistent GFCI issue is caused by faults in client-owned electrical systems, service calls will be billed to the customer. We do not repair or modify client-owned electrical systems.

LEASING OPTION		SUB TOTAL
AREA 1	**BOONE STREET**	**$3,500.00**
4X Trees on Boone Street wrapped to a height of approximately 15ft		
AREA 2	**GREENSPACE AT MAIN STREET**	**$1,800.00**
3x Shrubs to be wrapped in mini lights and 1x Crab Apple tree wrapped in mini lights with 15x snowfall tubes		
AREA 3	**15X TREES ON MAIN STREET**	**$19,687.50**
15x trees on Main St. with branches wrapped in mini lights up to approximately 15ft		
AREA 4	**STORYTELLING PLAZA**	**$2,325.00**
1x tree between Storytelling Plaza and the Chester Inn with branches wrapped in colored lights and 30x snowfall tubes		
AREA 5	**COURTHOUSE TREE**	**$7,000.00**
Full coverage of the 50ft evergreen located at the courthouse in multi C9 bulbs.		
AREA 6	**COURTHOUSE COLUMNS AND BALCONY**	**$8,000.00**
4x columns wrapped in 14" garland with warm white lights and heavily decorated with ornamental picks. 1x 5ft wreath centered on the balcony decorated in berry picks with garland swagged from the wreath to the corners of the balcony.		
AREA 7	**FOX STREET LAMP POSTS**	**$1,180.00**
3x lamp posts wrapped in 14" garland with warm white lights, and woven mesh red ribbon.		
MISC	**24x TIMERS FOR ALL ZONES**	**$1,440.00**
MISC	**EXTENSION CHORDS**	**NA**
		TOTAL
		$44,932.50

PURCHASE OPTION

Per the RFP we have provided both a leasing option and a product purchasing option. The PURCHASE option includes one season of planning and design and the sale of the listed materials. Installation, removal, and storage of the lighting equipment and other design elements is billed separately from the purchased materials. Maintenance due to product failure is billed separately. Christmas Decor does not provide any warranty on purchased materials. Before the agreed on installation date the customer must inspect the lighting products to ensure their proper functioning. Additional hours may be billed if additional time is required to complete the job due to malfunctioning, improperly stored, or damaged customer-owned material. Storage of customer owned material is the responsibility of the customer.

PURCHASE OPTION		**SUB TOTAL**
AREA 1	**BOONE STREET**	**$2,444.00**
Mini lights for 4x trees on Boone Street mini lights sold to customer.		
AREA 2	**GREENSPACE AT MAIN STREET**	**$1,934.00**
Mini lights for 3x shrubs and 1x Crab Apple tree and 15x snowfall tubes sold to customer.		
AREA 3	**15X TREES ON MAIN STREET**	**$12,337.50**
Mini lights for 15x trees on Main St. sold to customer		
AREA 4	**STORYTELLING PLAZA**	**$2,505.00**
Mini lights for 1x tree between Storytelling Plaza and the Chester Inn and 30x snowfall tubes sold to customer		
AREA 5	**COURTHOUSE TREE**	**$2,625.00**
C9 lights for the 50ft evergreen located at the courthouse sold to customer		
AREA 6	**COURTHOUSE COLUMNS AND BALCONY**	**$7,920.00**
14" garland with warm white lights and heavily decorated with ornamental picks for 4x columns and 1x 5ft wreath decorated in berry picks with garland sold to customer.		
AREA 7	**FOX STREET LAMP POSTS**	**$1,180.00**
14" garland with warm wrhite lights, and woven mesh red ribbon for 3x lamp posts sold to customer		
MISC	24x TIMERS FOR ALL ZONES	**$1,920.00**
MISC	EXTENSION CHORDS	**$1,150.00**
LABOR	Estimated 1 season of installation & removal of decor for Areas 1-7	**$42,000.00**
		TOTAL
		$76,015.50

STATE OF TENNESSEE
DEPARTMENT OF REVENUE

Business Tax Filing Status Certificate

April 16, 2025

CHRISTMAS DECOR PLUS MORE LLC
6217 BAUM DR
KNOXVILLE TN 37919-9503

Letter ID:	L0054956736
Account ID:	1001979710-BUS
Account Type:	Business Tax

Dear CHRISTMAS DECOR PLUS MORE LLC:

This certificate confirms the business tax filing status of Retailer for the above-named taxpayer. The certificate is valid beginning April 15, 2025 and expiring on April 15, 2026 for the following location:

Location ID:	1001656653
Location Address:	CHRISTMAS DECOR PLUS MORE LLC 6217 BAUM DR KNOXVILLE TN 37919-9503

According to Tenn. Code Ann. § 67-4-720, a vendor that receives a certificate from a customer shall not owe additional tax, nor be refunded tax, based on a retroactive change in the customer's filing status as a wholesaler or retailer during the certificate's effective period.

The taxpayer may furnish its supplier(s) with a **COPY** of the enclosed certificate upon vendor(s) request. Vendors may rely on the certificate for transactions occurring during the certificate's effective period for the purpose of determining their business liability. The original certificate should be retained **for the taxpayer's records**. The vendor must maintain a file copy as evidence of their business tax filings.

Tennessee Department of Revenue

Business Tax Filing Status Certificate

Location Address:
CHRISTMAS DECOR PLUS MORE LLC
6217 BAUM DR
KNOXVILLE TN 37919-9503

Effective Period Begin:	April 15, 2025
Effective Period End:	April 15, 2026
Filing Status:	Retailer
Location ID:	1001656653

CHRIDEC-01 ATRIPP

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 8/25/2026

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

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PRODUCER
Carriage Hill Insurance
840 Highway 321 N
Lenoir City, TN 37771-6440

CONTACT NAME: CHI TN CL A
PHONE (A/C, No, Ext):
FAX (A/C, No):
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Auto-Owners Insurance Co	18988
INSURER B : AMERICAN INTERSTATE INSURANCE COMPANY	31895
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Christmas Decor Plus More LLC
6217 Baum Dr
Knoxville, TN 37919

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT X LOC OTHER: General Aggregate			03990458	8/26/2026	8/26/2027	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG	$ 2,000,000 $ 300,000 $ 10,000 $ 2,000,000 $ 3,000,000 $ 3,000,000 $
A	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY X SCHEDULED AUTOS X HIRED AUTOS ONLY X NON-OWNED AUTOS ONLY			5299037400	8/26/2026	8/26/2027	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident)	$ 1,000,000 $ $ $ $
	UMBRELLA LIAB OCCUR EXCESS LIAB CLAIMS-MADE DED RETENTION $						EACH OCCURRENCE AGGREGATE	$ $ $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A		AVWCTN3516672026	8/27/2026	8/27/2027	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	 $ 500,000 $ 500,000 $ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER

Christmas Decor Plus More
6217 Baum Dr
Knoxville, TN 37919

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Adam Tripp

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TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.16

SUBJECT: Jackson's Prime Outdoor Use Permit

BACKGROUND:

Owner of the Jackson's Prime Troy Boane located at 111 W. Main Street has applied for an outdoor use permit for the intended use of a sandwich board sign to be placed on the sidewalk in front of the restaurant to announce specials while they are open for business. A Certificate of Appropriateness has been issued by the Historic Zoning Commission. The display will not interfere with the sidewalk, and the sidewalk will remain ADA accessible.

The Hold Harmless Agreement and Proof of Insurance are complete.

RECOMMENDATION:

Approve the Outdoor Use Permit for Troy Boane of Jackson's Prime, as presented.

TOWN OF JONESBOROUGH

OUTDOOR USE PERMIT

APPLICATION

Jackson's Prime — 111 W Main Street, Jonesborough, TN 37659
Business Name – Outdoor Use Area — Physical Address

Troy Boane — [redacted]
Owner's Name — Telephone / Cell #

111 W Main Street, Jonesborough, TN 37659 — [redacted]
Mailing Address — Email Address

Describe Intended Use: We would like to put an a frame sign on the sidewalk in the front of the restaurant to announce specials while we are open only.

Describe equipment, structures, furnishings, etc. to be used: A Frame medal sign as seen in the attached photo.

☐ Photos/schematics of equipment, structures, furnishings, etc. are attached?
X Yes ____ No

Applicant must provide a schematic showing proposed Outdoor Use Area in relationship with building(s). Schematic must show property lines, dimensions approximate locations of equipment, structures and furnishings as well as location of poles, signs, planters, etc. Dimensions of pedestrian walkway area must also be labeled.

Has a Certificate of Appropriateness from Historic Zoning Commission been issued?
____ Yes ____ No

Has proof of liability insurance been provided? X Yes ____ No

Town of Jonesborough been named co-insured? X Yes ____ No

Date of policy term: From_____ To_____

Review by Town Attorney:_____ _____
Signature — Date

Statement of Understanding: I have read the entire Town of Jonesborough Outdoor Use Policy. I understand and agree to abide by all requirements and conditions.

TROY BOANE — 09/08/26
Name — Date

Signature

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 8th day of September_____, 2026_, in the City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned Jackson's Prime _____ (Name of Organization or Sponsor), called "indemnitor," and The Town of Jonesborough, Tennessee, called "indemnitee."

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

Section I

Scope of Indemnity

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

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

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

Section II

Period Covered

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

Section III

Expenses, Attorneys' Fees, and Costs

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

Section IV

Interest

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

Section VI

Notice of Claim Against Indemnitee

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

Executed on the date first written above.

Signature: _____

Printed Name: Troy Boane

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 8th of September, 2026.

_____
NOTARY PUBLIC

My Commission Expires:

12-5-29

BRANDI MILLER
STATE OF TENNESSEE NOTARY PUBLIC
WASHINGTON COUNTY

OPEN
for lunch
JACKSON'S PRIME
JP
from
Teacher De

JACKPRI-KC HREECE

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 9/8/2026

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

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PRODUCER
Shafer Insurance Agency, Inc.
1100 Marion Street
Suite 200
Knoxville, TN 37921

CONTACT NAME: [redacted]
PHONE (A/C, No, [redacted] FAX (A/C, No):
E-MAIL ADDRESS: [redacted]

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Society Insurance Company	15261
INSURER B : Travelers	19070
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Jackson's Prime LLC
945 Daybreak Crst
Jonesborough, TN 37659

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	$ 1,000,000
	CLAIMS-MADE X OCCUR	X	X	BP10068060	7/7/2026	7/7/2027	DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 100,000
							MED EXP (Any one person)	$ 1,000
							PERSONAL & ADV INJURY	$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 2,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 2,000,000
	OTHER:							$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	$
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	HIRED AUTOS ONLY / NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			CU10068063	7/7/2026	7/7/2027	EACH OCCURRENCE	$ 1,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 1,000,000
	DED X RETENTION $ 0							$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						X PER STATUTE OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N	N/A		00C1933921	11/14/2025	11/14/2026	E.L. EACH ACCIDENT	$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$ 1,000,000
							E.L. DISEASE - POLICY LIMIT	$ 1,000,000
A	Liquor Liability			LL10068062	7/7/2026	7/7/2027		1,000,000
A	Cyber Liability			CY10068061	7/7/2026	7/7/2027		50,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Jonesborough is listed as additonal insured in regards to the following location 111 W Main St. Jonesborough, TN 37659

CERTIFICATE HOLDER

Town of Jonesborough
Jonesborough, TN 37659

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** Consent Agenda 6.17

SUBJECT: West Main Bank Stabilization Bid

BACKGROUND:

The Town began work on a bank stabilization project in the 900 block of West Main Street months ago. The project required the Town to enter into a public/private partnership with a property owner to complete the project.

This project was necessary due to bank erosion in this block of West Main Street. The bank has slid off in the past and blocked the southbound lane of West Main Street. In order to grade a proper slope and curtail future slides, grade work would encroach on the adjoining property owner.

Town crews began the project but were unable to complete it due to the complexity of the project. At this point, a bid document was prepared in order to have a private contractor complete the project.

Bids for this project were publicly opened on Friday, September 4, 2026. The Town received five bids. The bids ranged from $82,500.00 to $307,148.00. Complete Construction was the low bid for the project. Complete Construction has performed other projects for the Town and are qualified to complete this project.

A copy of the bids are on file at the Administration Office should a member(s) of the Board of Mayor and Aldermen wish to review.

RECOMMENDATION:

Approve Complete Construction as the low bidder for the West Main Street Bank Stabilization Project at a cost of $82,500.00 with funding from capital projects.

BID OPENING FORM

West Main Street Slope Project

DATE: Friday, September 4, 2026

BIDS RECEIVED FROM	AMOUNT
Marks Grading	$248,050.00
Baker's Construction	232,368.57
Bob Stout Construction Co.	307,148.00
Complete Construction	82,500.00
JTB Construction	208,500.00

THOSE IN ATTENDANCE:

Janet Jennings, Town of Jonesborough

Josh Russell Complete Construction Mgmt, LLC

MICHAEL LANE BAKERS CONSTRUCTION & EXCAVATION

Kyle Ham JTB Construction

Grady Stout Bob Stout Construction Company, Inc.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** 8-A

SUBJECT: Agricultural Enterprise Fund Grant Award

BACKGROUND:

As part of the ongoing efforts to secure additional funding for the Agriculture Learning Center (ALC) Project, Mr. Bob Browning had applied for a grant on behalf of the Town through the State of Tennessee Department of Agriculture **Agricultural Enterprise Fund** grant program. The submitted application is provided with many details and our significant grant award in the amount of “shy” of half-a-million dollars or $499,999.00.

For nearly 250 years, Jonesborough has been closely tied to the agricultural heritage of Washington County, where small farms have long supported the local economy. Rapid population growth, however, is reducing farmland and the number of active producers. To address these challenges, Washington Co and its partners have developed the Agriculture Learning Center (ALC), a regional hub that will strengthen local agriculture through value-added processing, education, and expanded market access. The ALC's Food Hub will enable local producers to supply fresh, locally grown products to Washington Co Schools and, over time, restaurants, healthcare providers, and other institutional buyers. The facility will also provide classrooms, demonstration kitchens, greenhouses, hydroponics, gardens, and meeting space to educate youth/adults in agriculture, nutrition, and healthy food preparation while supporting the next generation of TN farmers and expanding economic opportunities for existing producers.

This project significantly expands the region's existing agricultural capacity by creating processing, packaging, and distribution infrastructure that does not currently exist for local producers. Today, many farmers are limited to selling raw products with few opportunities for value-added processing or direct access to larger markets. The Agriculture Learning Center will allow locally grown fruits, vegetables, and similar products to be processed locally and sold directly to consumers, schools, restaurants, and other institutional buyers, creating new revenue opportunities for producers while strengthening Northeast Tennessee's agricultural economy and building a more resilient local food supply chain.

More details mentioned are part of the attached application covering promotion of Tennessee agriculture; industry-specific research studies and market exploration; project impact; budget; how funds will be used; sources of funding; project timeline; and a Agricultural Learning Center Business Plan/Operations Plan.

RECOMMENDATION:

Approve the Agricultural Enterprise Fund grant award in the amount of $499,999.00 as additional funding toward the construction of the Agriculture Learning Center Project.

GRANT CONTRACT

(cost reimbursement grant contract with an individual, business, non-profit, or governmental entity of another state or country)

Begin Date	End Date	Agency Tracking #	Edison ID
8/17/2026	8/16/2028	32506-00627	

Grantee Legal Entity Name	Edison Vendor ID
Town of Jonesborough	4087

Subrecipient or Recipient

☐ Subrecipient ☒ Recipient

Assistance Listing Number

Grantee's fiscal year end 12/31

Service Caption (one line only)

A grant through the Agricultural Enterprise Fund under Delegated Authority, Edison ID 91148

Funding —

FY	State	Federal	Interdepartmental	Other	TOTAL Grant Contract Amount
2027	499,999.00				499,999.00
TOTAL:	**499,999.00**				**499,999.00**

Grantee Selection Process Summary

☒ Competitive Selection — Competitive grants based on scorecard criteria

☐ Non-competitive Selection

Budget Officer Confirmation: There is a balance in the appropriation from which obligations hereunder are required to be paid that is not already encumbered to pay other obligations.

CPO USE - GR

Speed Chart (optional)

Account Code (optional)

GRANT CONTRACT
BETWEEN THE STATE OF TENNESSEE,
DEPARTMENT OF AGRICULTURE
AND
TOWN OF JONESBOROUGH

This Grant Contract, by and between the State of Tennessee, Department of Agriculture, hereinafter referred to as the "State" and Town of Jonesborough, hereinafter referred to as the "Grantee," is for the provision of a grant through the Agricultural Enterprise Fund under Delegated Authority, Edison ID 89282, as further defined in the "SCOPE OF SERVICES."

The Grantee is a government agency.
Grantee Place of Incorporation or Organization: Tennessee
Grantee Edison Vendor ID: 4087

A. SCOPE OF SERVICES AND DELIVERABLES:

A.1. The Grantee shall provide all services and deliverables ("Scope") as required, described, and detailed in this Grant Contract.

A.2. The Grantee shall complete one or more activities under the Agricultural Enterprise Fund. Activities must demonstrate an impact on local farm income, access to markets, increased capacity of an agribusiness, or foster agricultural innovation. These activities may include, but are not limited to: expansion of an existing agribusiness, creation of a new agribusiness, value-added processing of Tennessee agricultural commodities, fostering invention of and adoption of agricultural innovation.

A.3. The Grantee will complete the activity(ies) in accordance with the specifications listed in the Grantee's proposal, which is Attachment A to this contract.

A.4. The Grantee will submit project reports to measure the impact of the grant on the applicant as well as on the local economy and must agree to work with the Department of Agriculture to track the success of the project and to monitor adherence to the requirements in the application and proposal. The reports are due at the six-month, twelve-month, eighteen-month, and ending/close-out points of the project. The close-out report must be accompanied by the supplied attestation statement (Attachment C) confirming that the project has been completed as planned.

A.5. Grantees must utilize equipment and structures reimbursed with cost share funds for the intended purpose of the program for a minimum of five (5) continuous years from date of purchase. Utilization will be monitored by a Departmental verification process.

A.6. Incorporation of Additional Documents. Each of the following documents is included as a part of this Grant Contract by reference or attachment. In the event of a discrepancy or ambiguity regarding the Grantee's duties, responsibilities, and performance hereunder, these items shall govern in order of precedence below.

a. this Grant Contract document with any attachments or exhibits (excluding the items listed at subsections b. and c., below);

b. the State grant proposal solicitation as may be amended, if any;

c. the Grantee's proposal (Attachment A) incorporated to elaborate supplementary scope of services specifications.

A.7. The Grantee shall include reference to the Department of Agriculture's website, www.tn.gov/agriculture, in all printed and audio visual materials produced with these grant funds.

A.8. Grantees are required to credit the "Agricultural Enterprise Fund" in all publications, documents, audiovisuals, signs, labels, promotions, and other products and services prepared under this grant agreement. Grantee will inform its membership, customers, and the general public that funding for the activity(ies) was provided by the Agricultural Enterprise Fund.

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B. TERM OF GRANT CONTRACT:

This Grant Contract shall be effective for the period beginning on August 17, 2026 ("Effective Date") and ending on August 16, 2028, ("Term"). The State shall have no obligation to the Grantee for fulfillment of the Scope outside the Term.

C. PAYMENT TERMS AND CONDITIONS:

C.1. Maximum Liability. In no event shall the maximum liability of the State under this Grant Contract exceed four hundred ninety-nine thousand, nine hundred ninety-nine dollars ($499,999.00) ("Maximum Liability"). The Grant Budget, attached and incorporated hereto as Attachment B, shall constitute the maximum amount due the Grantee under this Grant Contract. The Grant Budget line-items include, but are not limited to, all applicable taxes, fees, overhead, and all other direct and indirect costs incurred or to be incurred by the Grantee.

C.2. Compensation Firm. The Maximum Liability of the State is not subject to escalation for any reason unless amended. The Grant Budget amounts are firm for the Term and are not subject to escalation for any reason unless amended, except as provided in Section C.6.

C.3. Payment Methodology. The Grantee shall be reimbursed for actual, reasonable, and necessary costs based upon the Grant Budget, not to exceed the Maximum Liability established in Section C.1. Upon progress toward the completion of the Scope, as described in Section A of this Grant Contract, the Grantee shall submit invoices prior to any reimbursement of allowable costs.

C.4. Travel Compensation. Reimbursement to the Grantee for travel, meals, or lodging shall be subject to amounts and limitations specified in the "State Comprehensive Travel Regulations," as they are amended from time to time, and shall be contingent upon and limited by the Grant Budget funding for said reimbursement.

C.5. Invoice Requirements. The Grantee shall invoice the State only once, at the conclusion of the project and subsequent to completion of all eligible grant expenditures and to submission of the close-out report, with all necessary supporting documentation, and shall submit such to:

Rachel L. Sullivan
Tennessee Department of Agriculture
P.O. Box 40627
Nashville, TN 37204
615-837-5336
Fax: 615-837-5194
rachel.l.sullivan@tn.gov

a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).

(1) Invoice/Reference Number (assigned by the Grantee).

(2) Invoice Date.
(3) Invoice Period (to which the reimbursement request is applicable).
(4) Grant Contract Number (assigned by the State).
(5) Grantor: Department of Agriculture, Business Development Division..
(6) Grantor Number (assigned by the Grantee to the above-referenced Grantor).
(7) Grantee Name.
(8) Grantee Tennessee Edison Registration ID Number Referenced in Preamble of this Grant Contract.
(9) Grantee Remittance Address.
(10) Grantee Contact for Invoice Questions (name, phone, or fax).
(11) Itemization of Reimbursement Requested for the Invoice Period— it must detail, at minimum, all of the following:

i. The amount requested by Grant Budget line-item (including any travel expenditure reimbursement requested and for which documentation and receipts, as required by "State Comprehensive Travel Regulations," are attached to the invoice).
ii. The amount reimbursed by Grant Budget line-item to date.
iii. The total amount reimbursed under the Grant Contract to date.
iv. The total amount requested (all line-items) for the Invoice Period.

b. The Grantee understands and agrees to all of the following.

(1) An invoice under this Grant Contract shall include only reimbursement requests for actual, reasonable, and necessary expenditures required in the delivery of service described by this Grant Contract and shall be subject to the Grant Budget and any other provision of this Grant Contract relating to allowable reimbursements.
(2) An invoice under this Grant Contract shall not include any reimbursement request for future expenditures.
(3) An invoice under this Grant Contract shall initiate the timeframe for reimbursement only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.

C.6. Budget Line-items. Expenditures, reimbursements, and payments under this Grant Contract shall adhere to the Grant Budget. The Grantee may vary from a Grant Budget line-item amount by up to one percent (1%) of the line-item amount, provided that any increase is off-set by an equal reduction of other line-item amount(s) such that the net result of variances shall not increase the total Grant Contract amount detailed by the Grant Budget. Any increase in the Grant Budget, grand total amounts shall require an amendment of this Grant Contract.

C.7. Disbursement Reconciliation and Close Out. The Grantee shall submit any final invoice and a grant disbursement reconciliation report within ninety (90) days of the Grant Contract end date, in form and substance acceptable to the State.

a. If total disbursements by the State pursuant to this Grant Contract exceed the amounts permitted by Section C of this Grant Contract, the Grantee shall refund the difference to the State. The Grantee shall submit said refund with the final grant disbursement reconciliation report.

b. The State shall not be responsible for the payment of any invoice submitted to the state after the grant disbursement reconciliation report. The State will not deem any Grantee costs submitted for reimbursement after the grant disbursement reconciliation report to be allowable and reimbursable by the State, and such invoices will NOT be paid.

c. The Grantee's failure to provide a final grant disbursement reconciliation report to the state as required shall result in the Grantee being deemed ineligible for reimbursement under this Grant Contract, and the Grantee shall be required to refund any and all payments by the state pursuant to this Grant Contract.

d. The Grantee must close out its accounting records at the end of the contract period in such a way that reimbursable expenditures and revenue collections are NOT carried forward.

C.8. Indirect Cost. Should the Grantee request reimbursement for indirect costs, the Grantee must submit to the State a copy of the indirect cost rate approved by the cognizant federal agency or the cognizant state agency, as applicable. The Grantee will be reimbursed for indirect costs in accordance with the approved indirect cost rate and amounts and limitations specified in the attached Grant Budget. Once the Grantee makes an election and treats a given cost as direct or indirect, it must apply that treatment consistently and may not change during the Term. Any changes in the approved indirect cost rate must have prior approval of the cognizant federal agency or the cognizant state agency, as applicable. If the indirect cost rate is provisional during the Term, once the rate becomes final, the Grantee agrees to remit any overpayment of funds to the State, and subject to the availability of funds the State agrees to remit any underpayment to the Grantee.

C.9. Cost Allocation. If any part of the costs to be reimbursed under this Grant Contract are joint costs involving allocation to more than one program or activity, such costs shall be allocated and reported in accordance with the provisions of Central Procurement Office Policy 2013-007 or any amendments or revisions made to this policy statement during the Term.

C.10. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any reimbursement, invoice, or matter in relation thereto. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount as an allowable cost.

C.11. Non-allowable Costs. Any amounts payable to the Grantee shall be subject to reduction for amounts included in any invoice or payment that are determined by the State, on the basis of audits or monitoring conducted in accordance with the terms of this Grant Contract, to constitute non-allowable costs.

C.12. State's Right to Set Off. The State reserves the right to deduct from amounts that are or shall become due and payable to the Grantee under this Grant Contract or any other contract between the Grantee and the State of Tennessee under which the Grantee has a right to receive payment from the State.

C.13. Prerequisite Documentation. The Grantee shall not invoice the State under this Grant Contract until the State has received the following, properly completed documentation.

a. The Grantee shall complete, sign, and present to the State an "Authorization Agreement for Automatic Deposit (ACH Credits) Form" provided by the State. By doing so, the Grantee acknowledges and agrees that, once this form is received by the State, all payments to the Grantee under this or any other grant contract will be made by automated clearing house ("ACH").

b. The Grantee shall complete, sign, and return to the State the State-provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Grantee's Federal Employer Identification Number or Social Security Number referenced in the Grantee's Edison registration information.

D. STANDARD TERMS AND CONDITIONS:

D.1. Required Approvals. The State is not bound by this Grant Contract until it is signed by the parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this Grant Contract, the officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

D.2. Modification and Amendment. This Grant Contract may be modified only by a written amendment signed by all parties and approved by the officials who approved the Grant Contract and, depending upon the specifics of the Grant Contract as amended, any additional officials required by Tennessee laws and regulations (said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).

D.3. Termination for Convenience. The State may terminate this Grant Contract without cause for any reason. A termination for convenience shall not be a breach of this Grant Contract by the State. The State shall give the Grantee at least thirty (30) days written notice before the effective termination date. The Grantee shall be entitled to compensation for authorized expenditures and satisfactory services completed as of the termination date, but in no event shall the State be liable to the Grantee for compensation for any service that has not been rendered. The final decision as to the amount for which the State is liable shall be determined by the State. The Grantee shall not have any right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount for the State's exercise of its right to terminate for convenience.

D.4. Termination for Cause. If the Grantee fails to properly perform its obligations under this Grant Contract in a timely or proper manner, or if the Grantee violates any terms of this Grant Contract ("Breach Condition"), the State shall have the right to immediately terminate the Grant Contract and withhold payments in excess of compensation for completed services or provided goods. Notwithstanding the above, the Grantee shall not be relieved of liability to the State for damages sustained by virtue of any Breach Condition and the State may seek other remedies allowed at law or in equity for breach of this Grant Contract.

D.5. Subcontracting. The Grantee shall not assign this Grant Contract or enter into a subcontract for any of the services performed under this Grant Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Grant Contract pertaining to "Conflicts of Interest," "Lobbying," "Nondiscrimination," "Public Accountability," "Public Notice," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Grantee shall remain responsible for all work performed.

D.6. 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.

The Grantee acknowledges, understands, and agrees that this Grant Contract shall be null and void if the Grantee is, or within the past six months has been, an employee of the State of Tennessee or if the Grantee is an entity in which a controlling interest is held by an individual who is, or within the past six months has been, an employee of the State of Tennessee.

D.7. 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 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 and is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352.

D.8. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Grant Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by email or facsimile transmission with recipient confirmation. All communications, regardless of method of transmission, shall be addressed to the respective party as set out below:

The State:

Rachel L. Sullivan
Tennessee Department of Agriculture
P.O. Box 40627
Nashville, TN 37204
615-837-5336
Fax: 615-837-5194
rachel.l.sullivan@tn.gov

The Grantee:

Kelly Wolfe, Mayor
123 Boone St
Jonesborough TN 37659
GRosenoff@jonesboroughtn.org
423-753-1030

A change to the above contact information requires written notice to the person designated by the other party to receive notice.

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

D.9. Subject to Funds Availability. This Grant Contract is subject to the appropriation and availability of State or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate or suspend this Grant Contract upon written notice to the Grantee. The State's right to terminate or suspend this Grant Contract due to lack of funds is not a breach of this Grant Contract by the State. Upon receipt of the written notice, the Grantee shall cease all work associated with the Grant Contract. Should such an event occur, the Grantee shall be entitled to compensation for all satisfactory and authorized services completed as of the termination or suspension date but shall not be entitled to compensation for any services performed subsequent to termination date or during a period of suspension. Upon such termination or suspension, the Grantee shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.

D.10. Nondiscrimination. The Grantee agrees 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 such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.

D.11. HIPAA Compliance. As applicable, the State and the Grantee shall comply with obligations under the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), Health Information Technology for Economic and Clinical Health ("HITECH") Act and any other relevant laws and regulations regarding privacy (collectively the "Privacy Rules"). The obligations set forth in this Section shall survive the termination of this Grant Contract.

a. The Grantee warrants to the State that it is familiar with the requirements of the Privacy Rules, and will comply with all applicable requirements in the course of this Grant Contract.

b. The Grantee warrants that it will cooperate with the State, including cooperation and coordination with State privacy officials and other compliance officers required by the Privacy Rules, in the course of performance of this Grant Contract so that both parties will be in compliance with the Privacy Rules.

c. The State and the Grantee will sign documents, including but not limited to business associate agreements, as required by the Privacy Rules and that are reasonably necessary to keep the State and the Grantee in compliance with the Privacy Rules. This provision shall not apply if information received or delivered by the parties under this Grant Contract is NOT "protected health information" as defined by the Privacy Rules, or if the Privacy Rules permit the parties to receive or deliver the information without entering into a business associate agreement or signing another document.

d. The Grantee will indemnify the State and hold it harmless for any violation by the Grantee or its subcontractors of the Privacy Rules. This includes the costs of responding to a breach of protected health information, the costs of responding to a government enforcement action related to the breach, and any fines, penalties, or damages paid by the State because of the violation.

D.12. 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.

D.13. 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.

D.14. Licensure. The Grantee and its employees and all sub-grantees shall be licensed pursuant to all applicable federal, state, and local laws, ordinances, rules, and regulations and shall upon request provide proof of all licenses.

D.15. 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 for a period of five (5) full years from the date of the final payment and 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 Financial Accounting Standards Board (FASB) Accounting Standards Codification, Public Company Accounting Oversight Board (PCAOB) Accounting Standards Codification, or Governmental Accounting Standards Board (GASB) 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, Audit Requirements, and Cost Principles for Federal Awards*.

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.

D.16. Monitoring. The Grantee's activities conducted and records maintained pursuant to this Grant Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.

D.17. Progress Reports. The Grantee shall submit brief, periodic, progress reports to the State as requested.

D.18. Annual and Final Reports. The Grantee shall submit, within three (3) months of the conclusion of each year of the Term, an annual report. For grant contracts with a term of less than one (1) year, the Grantee shall submit a final report within three (3) months of the conclusion of the Term. For grant contracts with multiyear terms, the final report will take the place of the annual report for the final year of the Term. The Grantee shall submit annual and final reports to the Grantor State Agency. At minimum, annual and final reports shall include: (a) the Grantee's name; (b) the Grant Contract's Edison identification number, Term, and total amount; (c) a narrative section that describes the program's goals, outcomes, successes and setbacks, whether the Grantee used benchmarks or indicators to determine progress, and whether any proposed activities were not completed; and (d) other relevant details requested by the Grantor State Agency. Annual and final report documents to be completed by the Grantee shall appear on the Grantor State Agency's website or as an attachment to the Grant Contract.

D.19. Audit Report. For purposes of this Section, pass-through entity means a non-federal entity that provides a subaward to a subrecipient to carry out part of a federal program.

The Grantee shall provide audited financial statements to the Tennessee Comptroller of the Treasury ("Comptroller") if during the Grantee's fiscal year, the Grantee: (1) expends seven hundred fifty thousand dollars ($750,000) or more in direct and indirect federal financial assistance and the State is a pass-through entity; (2) expends seven hundred fifty thousand dollars ($750,000) or more in state funds from the State; or (3) expends seven hundred fifty thousand dollars ($750,000) or more in federal financial assistance and state funds from the State, and the State is a pass-through entity. For Grantee fiscal years beginning on or after October 1, 2024, an audit threshold of one million dollars ($1,000,000) shall apply.

At least ninety (90) days before the end of its fiscal year, the Grantee shall complete the Information for Audit Purposes ("IAP") form online (accessible through the Edison Supplier Portal) to notify the State whether or not Grantee is subject to an audit. The Grantee should submit only one, completed form online during the Grantee's fiscal year. Immediately after the fiscal year has ended, the Grantee shall fill out the End of Fiscal Year ("EOFY") form (accessible through the Edison Supplier portal). If the Grantee is subject to an audit, Grantee shall obtain the Comptroller's approval before engaging a licensed, independent public accountant to perform the audit. The Grantee may contact the Comptroller for assistance identifying auditors.

The audit contract between the Grantee and the Auditor shall be on a contract form prescribed by the Comptroller. The Grantee shall be responsible for payment of fees for an audit prepared by a licensed, independent public accountant. Payment of the audit fees by the Grantee shall be subject to the provision relating to such fees contained within this Grant Contract. The Grantee shall be responsible for reimbursing the Comptroller for any costs of an audit prepared by the Comptroller.

All audits shall be performed in accordance with the Comptroller's requirements, as posted on its web site. When a federal single audit is required, the audit shall be performed in accordance with U.S. Office of Management and Budget's *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards*.

A copy of the audit report shall be provided to the Comptroller by the licensed, independent public accountant. Audit reports shall be made available to the public. The Grantee shall also submit a copy of the audit report to the State contact: Rachel Sullivan

D.20. Procurement. If other terms of this Grant Contract allow reimbursement for the cost of goods, materials, supplies, equipment, or contracted services, such procurement shall be made on a competitive basis, including the use of competitive bidding procedures, where practical. The Grantee shall maintain documentation for the basis of each procurement for which reimbursement is paid pursuant to this Grant Contract. In each instance where it is determined that use of a competitive procurement method is not practical, supporting documentation shall include a written justification for the decision and for use of a non-competitive procurement. If the Grantee is a subrecipient, the Grantee shall comply with 2 C.F.R. §§ 200.317—200.327 when

procuring property and services under a federal award.

The Grantee shall obtain prior approval from the State before purchasing any equipment under this Grant Contract.

For purposes of this Grant Contract, the term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds ten thousand dollars ($10,000.00).

D.21. Strict Performance. Failure by any party to this Grant Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this agreement shall not be construed as a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Grant Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties hereto.

D.22. Independent Contractor. The parties shall not act as employees, partners, joint venturers, or associates of one another in the performance of this Grant Contract. The parties acknowledge that they are independent contracting entities and that nothing in this Grant Contract shall be construed to create a principal/agent relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.

The Grantee, being an independent contractor and not an employee of the State, agrees to carry adequate public liability and other appropriate forms of insurance, including adequate public liability and other appropriate forms of insurance on the Grantee's employees, and to pay all applicable taxes incident to this Grant Contract.

D.23. Limitation of State's Liability. The State shall have no liability except as specifically provided in this Grant Contract. In no event will the State be liable to the Grantee or any other party for any lost revenues, lost profits, loss of business, loss of grant funding, decrease in the value of any securities or cash position, time, money, goodwill, or any indirect, special, incidental, punitive, exemplary or consequential damages of any nature, whether based on warranty, contract, statute, regulation, tort (including but not limited to negligence), or any other legal theory that may arise under this Grant Contract or otherwise. The State's total liability under this Grant Contract (including any exhibits, schedules, amendments or other attachments to the Contract) or otherwise shall under no circumstances exceed the Maximum Liability originally established in Section C.1 of this Grant Contract. This limitation of liability is cumulative and not per incident.

D.24. Force Majeure. "Force Majeure Event" means fire, flood, earthquake, elements of nature or acts of God, wars, riots, civil disorders, rebellions or revolutions, acts of terrorism or any other similar cause beyond the reasonable control of the Party except to the extent that the non-performing Party is at fault in failing to prevent or causing the default or delay, and provided that the default or delay cannot reasonably be circumvented by the non-performing Party through the use of alternate sources, workaround plans or other means. A strike, lockout or labor dispute shall not excuse either Party from its obligations under this Grant Contract. Except as set forth in this Section, any failure or delay by a Party in the performance of its obligations under this Grant Contract arising from a Force Majeure Event is not a default under this Grant Contract or grounds for termination. The non-performing Party will be excused from performing those obligations directly affected by the Force Majeure Event, and only for as long as the Force Majeure Event continues, provided that the Party continues to use diligent, good faith efforts to resume performance without delay. The occurrence of a Force Majeure Event affecting Grantee's representatives, suppliers, subcontractors, customers or business apart from this Grant Contract is not a Force Majeure Event under this Grant Contract. Grantee will promptly notify the State of any delay caused by a Force Majeure Event (to be confirmed in a written notice to the State within one (1) day of the inception of the delay) that a Force Majeure Event has occurred, and will

describe in reasonable detail the nature of the Force Majeure Event. If any Force Majeure Event results in a delay in Grantee's performance longer than forty-eight (48) hours, the State may, upon notice to Grantee: (a) cease payment of the fees until Grantee resumes performance of the affected obligations; or (b) immediately terminate this Grant Contract or any purchase order, in whole or in part, without further payment except for fees then due and payable. Grantee will not increase its charges under this Grant Contract or charge the State any fees other than those provided for in this Grant Contract as the result of a Force Majeure Event.

D.25. Tennessee Department of Revenue Registration. The Grantee shall comply with all applicable registration requirements contained in Tenn. Code Ann. §§ 67-6-601 – 608. Compliance with applicable registration requirements is a material requirement of this Grant Contract.

D.26. Charges to Service Recipients Prohibited. The Grantee shall not collect any amount in the form of fees or reimbursements from the recipients of any service provided pursuant to this Grant Contract.

D.27. State Interest in Equipment or Motor Vehicles. The Grantee shall take legal title to all equipment or motor vehicles purchased totally or in part with funds provided under this Grant Contract, subject to the State's equitable interest therein, to the extent of its *pro rata* share, based upon the State's contribution to the purchase price. The term "equipment" shall include any article of nonexpendable, tangible, personal property having a useful life of more than one year and an acquisition cost which equals or exceeds five thousand dollars ($5,000.00). The term "motor vehicle" shall include any article of tangible personal property that is required to be registered under the "Tennessee Motor Vehicle Title and Registration Law", Tenn. Code Ann. Title 55, Chapters 1-6.

As authorized by the Tennessee Uniform Commercial Code, Tenn. Code Ann. Title 47, Chapter 9 and the "Tennessee Motor Vehicle Title and Registration Law," Tenn. Code Ann. Title 55, Chapters 1-6, the parties intend this Grant Contract to create a security interest in favor of the State in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this Grant Contract. A further intent of this Grant Contract is to acknowledge and continue the security interest in favor of the State in the equipment or motor vehicles acquired by the Grantee pursuant to the provisions of this program's prior year Grant Contracts between the State and the Grantee.

The Grantee grants the State a security interest in all equipment or motor vehicles acquired in whole or in part by the Grantee under this Grant Contract. This Grant Contract is intended to be a security agreement pursuant to the Uniform Commercial Code for any of the equipment or motor vehicles herein specified which, under applicable law, may be subject to a security interest pursuant to the Uniform Commercial Code, and the Grantee hereby grants the State a security interest in said equipment or motor vehicles. The Grantee agrees that the State may file this Grant Contract or a reproduction thereof, in any appropriate office, as a financing statement for any of the equipment or motor vehicles herein specified. Any reproduction of this or any other security agreement or financing statement shall be sufficient as a financing statement. In addition, the Grantee agrees to execute and deliver to the State, upon the State's request, any financing statements, as well as extensions, renewals, and amendments thereof, and reproduction of this Grant Contract in such form as the State may require to perfect a security interest with respect to said equipment or motor vehicles. The Grantee shall pay all costs of filing such financing statements and any extensions, renewals, amendments and releases thereof, and shall pay all reasonable costs and expenses of any record searches for financing statements the State may reasonably require. Without the prior written consent of the State, the Grantee shall not create or suffer to be created pursuant to the Uniform Commercial Code any other security interest in said equipment or motor vehicles, including replacements and additions thereto. Upon the Grantee's breach of any covenant or agreement contained in this Grant Contract, including the covenants to pay when due all sums secured by this Grant Contract, the State shall have the

remedies of a secured party under the Uniform Commercial Code and, at the State's option, may also invoke the remedies herein provided.

The Grantee agrees to be responsible for the accountability, maintenance, management, and inventory of all property purchased totally or in part with funds provided under this Grant Contract. The Grantee shall maintain a perpetual inventory system for all equipment or motor vehicles purchased with funds provided under this Grant Contract and shall submit an inventory control report which must include, at a minimum, the following:

a. Description of the equipment or motor vehicles;
b. Vehicle identification number;
c. Manufacturer's serial number or other identification number, when applicable;
d. Acquisition date, cost, and check number;
e. Fund source, State Grant number, or other applicable fund source identification;
f. Percentage of state funds applied to the purchase;
g. Location within the Grantee's operations where the equipment or motor vehicles is used;
h. Condition of the property or disposition date if Grantee no longer has possession;
i. Depreciation method, if applicable; and
j. Monthly depreciation amount, if applicable.

The Grantee shall tag equipment or motor vehicles with an identification number which is cross referenced to the equipment or motor vehicle item on the inventory control report. The Grantee shall inventory equipment or motor vehicles annually. The Grantee must compare the results of the inventory with the inventory control report and investigate any differences. The Grantee must then adjust the inventory control report to reflect the results of the physical inventory and subsequent investigation.

The Grantee shall submit its inventory control report of all equipment or motor vehicles purchased with funding through this Grant Contract within thirty (30) days of its end date and in form and substance acceptable to the State. This inventory control report shall contain, at a minimum, the requirements specified above for inventory control. The Grantee shall notify the State, in writing, of any equipment or motor vehicle loss describing the reasons for the loss. Should the equipment or motor vehicles be destroyed, lost, or stolen, the Grantee shall be responsible to the State for the *pro rata* amount of the residual value at the time of loss based upon the State's original contribution to the purchase price.

Upon termination of the Grant Contract, where a further contractual relationship is not entered into, or at another time during the term of the Grant Contract, the Grantee shall request written approval from the State for any proposed disposition of equipment or motor vehicles purchased with Grant funds. All equipment or motor vehicles shall be disposed of in such a manner as the parties may agree from among alternatives approved by the Tennessee Department of General Services as appropriate and in accordance with any applicable federal laws or regulations.

D.28. State and Federal Compliance. The Grantee shall comply with all applicable state and federal laws and regulations in the performance of this Grant Contract.

D.29. Governing Law. This Grant Contract shall be governed by and construed in accordance with the laws of the State of Tennessee, without regard to its conflict or choice of law rules. The Grantee agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Grant Contract. The Grantee acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising there from, shall be subject to and limited to those rights and remedies, if any, available under Tenn. Code Ann. §§ 9-8-101 through 9-8-408.

D.30. Completeness. This Grant Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions

of the parties' agreement. This Grant Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

D.31. Severability. If any terms and conditions of this Grant Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Grant Contract are declared severable.

D.32. Headings. Section headings are for reference purposes only and shall not be construed as part of this Grant Contract.

D.33. Iran Divestment Act. The requirements of Tenn. Code Ann. § 12-12-101, *et seq*., addressing contracting with persons as defined at Tenn. Code Ann. §12-12-103(5) that engage in investment activities in Iran, shall be a material provision of this Grant Contract. The Grantee certifies, under penalty of perjury, that to the best of its knowledge and belief that it is not on the list created pursuant to Tenn. Code Ann. § 12-12-106.

D.34. Debarment and Suspension. The Grantee certifies, to the best of its knowledge and belief, that it, its current and future principals, its current and future subcontractors and their principals:

a. are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal or state department or agency;

b. have not within a three (3) year period preceding this Grant Contract been convicted of, or had a civil judgment rendered against them from commission of fraud, or a criminal offence in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or grant under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification, or destruction of records, making false statements, or receiving stolen property;

c. are not presently indicted or otherwise criminally or civilly charged by a government entity (federal, state, or local) with commission of any of the offenses detailed in section b. of this certification; and

d. have not within a three (3) year period preceding this Grant Contract had one or more public transactions (federal, state, or local) terminated for cause or default.

The Grantee shall provide immediate written notice to the State if at any time it learns that there was an earlier failure to disclose information or that due to changed circumstances, its principals or the principals of its subcontractors are excluded or disqualified, or presently fall under any of the prohibitions of sections a-d.

D.35. Confidentiality of Records. Strict standards of confidentiality of records and information shall be maintained in accordance with the requirements of this Grant Contract and applicable state and federal law. All material, information, and data regardless of form, medium or method of communication, that the Grantee will have access to, acquire, or is provided to the Grantee by the State or acquired by the Grantee on behalf of the State shall be regarded as "Confidential Information." The State grants the Grantee a limited license to use the Confidential Information but only to perform its obligations under the Grant Contract. Nothing in this Section shall permit Grantee to disclose any Confidential Information, regardless of whether it has been disclosed or made available to the Grantee due to intentional or negligent actions or inactions of agents of the State or third parties. Confidential Information shall not be disclosed except as required under

state or federal law or otherwise authorized in writing by the State. Grantee shall take all necessary steps to safeguard the confidentiality of such Confidential Information in conformance with the requirements of this Grant Contract and with applicable state and federal law.

As long as the Grantee maintains State Confidential Information, the obligations set forth in this Section shall survive the termination of this Grant Contract.

D.36. State Sponsored Insurance Plan Enrollment. The Grantee warrants that it will not enroll or permit its employees, officials, or employees of contractors to enroll or participate in a state sponsored health insurance plan through their employment, official, or contractual relationship with Grantee unless Grantee first demonstrates to the satisfaction of the Department of Finance and Administration that it and any contract entity satisfies the definition of a governmental or quasigovernmental entity as defined by federal law applicable to ERISA.

E. SPECIAL TERMS AND CONDITIONS:

E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Grant Contract, the special terms and conditions shall be subordinate to the Grant Contract's other terms and conditions.

IN WITNESS WHEREOF,

TOWN OF JONESBOROUGH:

GRANTEE SIGNATURE **DATE**

PRINTED NAME AND TITLE OF GRANTEE SIGNATORY (above)

TENNESSEE DEPARTMENT OF AGRICULTURE:

ANDY HOLT, COMMISSIONER **DATE**

Attachment A

Agricultural Enterprise Fund Application

Application ID: 1122

Applicant Information

Business Legal Name	Town of Jonesborough
Doing Business As (if different)	Jellico Utilities Authority
Contact Person	Rachel Conger
Street Address	125 West Jackson Avenue, Suite 102
City, Zip	Knoxville, TN 37902
Phone Number	865-249-7755
E-Mail Address	rconger@cdpllc.com

Project Location

Washington County

Project Overview

Please describe your current business. If this will be a new company or project, indicate here.

For nearly 250 years, Jonesborough has been closely tied to the agricultural heritage of Washington Co, where small farms have long supported the local economy. Rapid population growth, however, is reducing farmland and the number of active producers. To address these challenges, Washington Co and its partners have developed the Agriculture Learning Center (ALC), a regional hub that will strengthen local agriculture through value-added processing, education, and expanded market access. The ALC's Food Hub will enable local producers to supply fresh, locally grown products to Washington Co Schools and, over time, restaurants, healthcare providers, and other institutional buyers. The facility will also provide classrooms, demonstration kitchens, greenhouses, hydroponics, gardens, and meeting space to educate youth/adults in agriculture, nutrition, and healthy food preparation while supporting the next generation of TN farmers and expanding economic opportunities for existing producers.

How does your planned project change your existing business?

This project significantly expands the region's existing agricultural capacity by creating processing, packaging, and distribution infrastructure that does not currently exist for local producers. Today, many farmers are limited to selling raw products with few opportunities for value-added processing or direct access to larger markets. The Agriculture Learning Center will allow locally grown fruits, vegetables, and similar products to be processed locally and sold directly to consumers, schools, restaurants, and other institutional buyers, creating new revenue opportunities for producers while strengthening Northeast Tennessee's agricultural economy and building a more resilient local food supply chain.

Project Category

Please select the appropriate project category. Select which metric will appropriately measure the impact of your project and then discuss how your project will make an impact using that metric. You should select all categories and metrics that apply.

☐ **Increase to Farm Income**

This category is appropriate for projects that will increase farm income by offering farmers higher commodity prices than other markets, processing value-added products for farmers, or allowing a single farmer to add value to their own farm products.

☐ **Accress to Markets**

This category is appropriate for projects that will create or expand a market for Tennessee farmers, including reducing miles that farmers must transport their products to market or creating a new market entirely.

☐ **Increased Capacity**

This category is appropriate for projects that will expand the capacity of an existing agricultural business, including their production capacity or the number of employees.

☐ **Agricultural Innovation**

This category is appropriate for entrepeneurs who wish to market a new technological innovation with the potential to impact Tennessee agriculture.

☑ **Promotion of Tennessee Agriculture**

This category includes projects which actively advance efforts intended to increase awareness, support, and promote economic growth for agriculture and forestry in Tennessee.

Describe your project in detail. Ensure details are provided which show how your project will increase awareness, support and promote economic growth in agriculture and forestry in Tennessee.

The Agriculture Learning Center (ALC) Food Hub will serve as a centralized aggregation, processing, and distribution center for locally grown agricultural products. Producers will deliver products to the facility's walk-in cooler, where items will be inspected, packaged, labeled, and prepared for distribution. Washington County Schools will place orders through a centralized point-of-sale system, providing producers with a reliable market while simplifying ordering, scheduling, and payments. Standardized packaging and periodic inspections by the University of Tennessee Extension will ensure food quality and compliance with Department of Agriculture standards. A regional advisory committee will oversee operations and expand sales to restaurants, healthcare facilities, grocery stores, and other institutional buyers. The ALC will also provide training, demonstration space, and innovative growing techniques to support producers and educate future farmers.

☐ **Industry-specific research studies and market exploration**

This category includes projects which research and investigate production challenges, analyze crop performance, agribusiness trends, and supply chain inefficiencies.

Add any additional metrics that may be appropriate for your project and discuss how your project will make an impact using that metric.

Beyond traditional economic measures, the Town will evaluate the project's success through metrics that demonstrate long-term agricultural sustainability and community impact. These include the number of local producers participating in the Food Hub, the value and volume of locally grown products sold through the facility, the number of institutional purchasers served, participation in agricultural education and workforce development programs, and the number of K-8 students, youth, and adults receiving hands-on instruction each year. Additional metrics will include expansion of market opportunities for participating producers, repeat producer participation, and the number of community partnerships established. Collectively, these measures will demonstrate the project's success in strengthening Tennessee agriculture, increasing farm profitability, improving local food access, and cultivating the next generation of agricultural producers and consumers.

Project Impact

How will this project impact your local economy? You should discuss your county's economic status and how the project will contribute to local economic development. If applicable, please discuss how this project will impact other counties.

The Agriculture Learning Center (ALC) Food Hub and Healthy Growing Healthy Cooking programs will strengthen the local agricultural economy by expanding markets for locally grown produce and food products while improving food security and stabilizing costs during supply chain disruptions, pandemics, and other economic challenges. By creating reliable markets for producers, the project will support local farms and the businesses that supply equipment, seed, fertilizer, and other agricultural inputs. The ALC will provide hands-on education in farming, gardening, and healthy food preparation for K-8 students, youth, and adults, helping develop future farmers and lifelong consumers of locally grown products. As Washington County continues to urbanize, the regional Food Hub will support producers from Washington County and neighboring ARC-designated At-Risk counties, strengthening the long-term resilience and self-reliance of Northeast Tennessee's local food system.

How many jobs will the project create, if any?

1

How will this project impact Tennessee agriculture? If applicable, will the project purchase commodities from Tennessee farmers or products and services from Tennessee businesses? What amount (in terms of percentage or in a specific amount)?

The Agriculture Learning Center (ALC) Food Hub is designed to strengthen TN agriculture by creating new, sustainable market opportunities for TN producers. The Food Hub will receive, process, package, and distribute only locally grown agricultural products, with an estimated 95-100% of all products handled by the facility originating from TN farms and producers. Located in Upper East TN, Jonesborough is approximately 30 minutes from both VA and NC. While the Food Hub may occasionally work with producers from neighboring border communities to address supply needs or support regional partnerships, the program's primary focus is to serve TN farmers, beginning with Washington Co and expanding to surrounding TN counties. In addition, the project will prioritize the purchase of goods and services from TN businesses whenever practical, including construction, equipment, agricultural supplies, and professional services, maximizing the project's economic impact within the state.

Financial Information

Budget

Please complete the project budget form. Include major categories of spending (i.e., infrastructure, equipment, building, land purchase or rent, employee salaries, etc.).

Budget Category	Budget Description	Budget Amount
Capital Project	General Conditions	$203,458

Attachment A

Capital Project	Grading, Soil, Drainage	$141,600
Capital Project	Asphalt, Striping, Sidewalk, Steps	$10,326
Capital Project	Fencing, Landscaping, Seeding	$38,918
Capital Project	Concrete Slab	$197,639
Capital Project	Carpentry, Wood Framework, Siding	$556,996
Capital Project	Insulation	$11,468
Capital Project	Roofing	$124,659
Capital Project	Doors, Windows, Frames	$216,315
Capital Project	Drywall - wall treatment	$131,031
Capital Project	Signage, Casework	$20,949
Capital Project	Painting - base	$42,374
Capital Project	HVAC, Fans	$147,381
Capital Project	Ceramic, Quarry Tile	$9,951
Capital Project	Electrical	$211,918
Capital Project	Plumbing	$387,699
Capital Project	Fire Extinguishers	$1,889
Capital Project	Greenhouse Polycarbonate	$14,354
Supplies	Equipment - funded through rural Development Rural Business development Grant - walk-in cooler, demonstration kitchen equipment (awarded)	$83,700
Supplies	Furnishings & Equipment - funded through ARC grant - meeting/classroom chairs, tables, shelving, greenhouse tables, produce bins, etc. (approved at state level, currently in Washington DC for final review)	$189,000

Total	**$2,741,625**

How much are you requesting in Agricultural Enterprise Fund money?

$685,406

How do you plan to use Agricultural Enterprise Fund grant money?
*AEF grants cannot be used for employee salaries or land purchases.

Jonesborough will use AEF grant funding to construct the Food Hub Center component of the ALC. The Food Hub associated activities will be undertaken in all sections of the ALC, and instruction/meeting use, including skill building in young children will take place in a large percentage of the multifunctional building and outdoor area. The AEP funding request is 25% of the building cost.

Sources of Funding

What are your other sources of funding? Include your own contributions, financing, other grants, and any other sources of funding.

Funding Source	Funding Description	Funding Amount
Washington County	Jonesborough has received County support of the ALC Construction	$617,000
State of TN	State appropriation for the project through Governor Lee of $300,000 with $50,000 spent on design fees of ALC; Town has funds in reserve	$250,000
BurWil Construction	Contractor has funds saved on development of school campus project to apply to ALC	$250,000
Rural Development	Rural Business Development Grant to purchase walk-in cooler and demonstration kitchen equipment (grant approved)	$83,700
Appalachian Regional Commission	Furnishings and equipment for ALC; grant approved in TN, waiting on final approval in Washington DC	$189,000
Agricultural Enterprise Fund	25% of building construction	$685,406
Additional Grants, Donations, Fundraising for Phase 2	Phase 2 final finishes of building	$666,519
Total		**$2,741,625**

Project Timeline

Describe the timeline of your project. Include major milestones like groundbreaking, grand opening, full capacity production, etc.

Date	Timeline Activity	Timeline Additional
7/28/2026	Phase 1 Construction Contract Signed	Phase 1 gets ALC under roof
	Groundbreaking	At location on school campus
8/3/2026	Fundraising for phase 2 construction begins	Phase 2 is building finishes
8/14/2026	ALC Committee is established	State non-profit coproration status files

8/30/2026	Construction starts if AEF under contract	Construction will not start until AEF grant is determined. Construction will start day after grant contract is executed. If grant is awarded, Phase 1 contract is amended.
8/31/2026	Food Hub producer guidelines requirements developed	
9/11/2026	Producers meet to go over Food Hub guidelines	Plan for spring sales
1/31/2027	Additional fundraising complete	Phase 2 construction authorized through change order
2/1/2027	Point of Sale system installed in ALC	Connection to Producers undertaken
3/31/2027	Phase 1 construction complete	Food Hub component becomes functional
3/31/2027	ALC Director Hired	
4/1/2027	Meeting of Producers at ALC	Update timetable and expectations
4/5/2027	Producer inspections begin	Carried out by Extension Service
4/19/2027	Food Hub walk-in cooler functional	Deliveries to school system can begin
5/31/2027	Phase 2 construction complete	ALC totally functional
6/1/2027	Product deliveries for summer begin	
6/1/2027	Use of ALC by Participating Partners begins	
9/1/2027	ALC and Director explore ALC program expansion	

Attachments and Submission

By submitting this application, I affirm that the facts set forth in it are true and complete. I understand that if I am awarded an Agricultural Enterprise Fund grant, I will comply with all AEF requirements, submit project updates, and work with State of Tennessee officials to track the impact of my project on the local economy.

Also by submitting this application, I affirm to the adherence of the following guidelines and procedures:

1. Applicant must utilize equipment and structures reimbursed with cost share funds for the intended purpose of the program for a minimum of five (5) continuous years from date of purchase.
2. Site visits relating to the performance of the project before, during, and after completion may take place.
3. Applicants may be required to repay funds if they fail to comply with all aspects of the cost share guidelines.

Name Glenn Rosenoff

Signature x Glenn Rosenoff

Date July 9, 2026

ATTACHMENT B
PAGE 1

GRANT BUDGET

The grant budget line-item amounts below shall be applicable only to expense incurred during the following

Applicable Period: **BEGIN: 8/17/2026** **END: 8/16/2028**

	EXPENSE OBJECT LINE-ITEM CATEGORY [1]	GRANT CONTRACT	GRANTEE PARTICIPATION	TOTAL PROJECT
	Salaries, Benefits & Taxes	0.00	0.00	0.00
	Professional Fee, Grant & Award [2]	0.00	0.00	0.00
	Supplies, Telephone, Postage & Shipping, Occupancy, Equipment Rental & Maintenance, Printing & Publications	0.00	0.00	0.00
	Travel, Conferences & Meetings	0.00	0.00	0.00
	Interest [2]	0.00	0.00	0.00
	Insurance	0.00	0.00	0.00
	Specific Assistance To Individuals	0.00	0.00	0.00
	Depreciation [2]	0.00	0.00	0.00
	Other Non-Personnel [2]	0.00	0.00	0.00
	Capital Purchase [2]	499,999.00	0.00	499,999.00
	Indirect Cost	0.00	0.00	0.00
	In-Kind Expense	0.00	0.00	0.00
	GRAND TOTAL	**499,999.00**	**0.00**	**499,999.00**

[1] Each expense object line-item is defined by the *U.S. OMB's Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, Subpart E Cost Principles* (posted on the Internet at: https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E) and CPO Policy 2013-007 (posted online at https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-.html).

[2] Applicable detail follows this page if line-item is funded.

ATTACHMENT B
PAGE 2

GRANT BUDGET LINE-ITEM DETAIL:

CAPITAL PURCHASE	AMOUNT
construction of Ag Learning Center	499,999.00
TOTAL	499,999.00

AGRICULTURAL ENTERPRISE FUND

End of Grant Project
Attestation

Grantee:

ID:

Contract ID:

Project Name or Description:

I attest the project as described in my contract's scope of services has been fully completed. All equipment has been installed and is fully operational at this time.

Signature Date

Printed Name and Title

Submit this signed attestation with your Close-Out Report at the end of the grant project. The Report and this attestation must be submitted in order to file for grant expense reimbursement.

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** 8-B

SUBJECT: Agricultural Learning Center Project

BACKGROUND:

As you are aware through memorandums from Mr. Bob Browning updating on the progress of the Agriculture Learning Center (ALC), with the most recent memorandum dated September 1, 2026 (see attached), we have an estimated total funding to date at $1,501,999.00. Prior to this agenda presentation, was acceptance of a grant award from the State of Tennessee Department of Agriculture "Agricultural Enterprise Fund" in the amount of $499,999.00 (included in total funding). As part of the last memorandum was information regarding strong potential donations from Farm Credit initiated by our strong agriculture advocate and partner Dana York Ensor. Total funding is still being discussed but according to Mr. Browning, Farm Credit is applying their entire East Tennessee support funding toward ALC. William Burriss, BurWil Construction, has been the contractor representative on the new Jonesborough School project, including much of the exterior improvements to the school property.

In consultation with our Town Attorney, Jim Wheeler, the Town's preferred path forward is to execute a change order to the school project for the use of the $258,188.00 that BurWil Construction was paid as part of the school project and is now making available to support construction activities associated with the ALC project. This is just over $8,000.00 more than estimated when the last memorandum from Mr. Browning was sent to the Board.

Mr. Burriss has provided the following Scope of Work to use the existing funds designated for the ALC project below for Phase 1. Please consider the other funding sources through applications for ag-related grants, and pending donations, etc., as additional funds toward completing the ALC project. Also included as part of the project from Mr. Burriss is the scope of work that is not included in Phase 1 building and can be added in a successive construction phase to Phase 1.

Mr. Burriss broke out a Phase 1 for the ALC equal to $1,507,000 with a Phase 1 estimate summary (Estimate Recap). Scope of work for Phase 1 and a successive construction phase are detailed below:

- Grade the site for the building pad
- Install all under slab plumbing and electrical rough-in for the building
- Install the concrete foundations and slab on grade
- Install the concrete greenhouse walls and coolbot
- Install the walk-in cooler (cooler purchased by owner)
- Install the timber frame building
- Install all wood framing

- Install all hollow metal door frames in all of the framed walls. Please note that the wood door material cost is included, but wood doors would not be installed until the building is conditioned
- Install the complete roof system
- Install all exterior trim and spray insulation
- Install exterior hollow metal and barn doors
- Install the greenhouse polycarbonate panels
- Install all AL storefront windows (excluding window operators)
- Install HVAC VE system for all areas except the kitchen and classroom
- Includes $41,150 allowance for building plumbing rough-in (walls, ceilings)
- Includes $41,150 allowance for electrical rough-in (walls, ceilings)
- We assume that the building permit cost will be waived by the town
- The cost for the Phase 1 work is **$1,507,000 (One Million Five Hundred Seven Thousand Dollars)**
- Please note that the total **savings** for the previous project is **$ 258,188.**

The following scope of work is not included in the Phase 1 building and can be added in a successive construction phase:

- All site utilities
- Cistern and rain leader system
- Grease trap
- Sidewalks, ramps, steps and handrails
- Asphalt striping
- Seeding and landscaping
- PV (solar) panels
- Complete HVAC system for entire building
- Complete plumbing rough-in and fixtures
- Complete electrical rough-in, power, fire alarm, and light fixtures
- Drywall and batt insulation
- All interior finishes to include polished concrete, flooring / tile, painting, and interior trim
- All specialties and toilet accessories
- Window operators (if needed)
- Louvers and vents
- Power company charges (assume they can be paid by the owner directly)

I will be working with town departments in the next 2 weeks to review the scope of work beyond Phase 1 to identify areas of cost savings to utilize our force-account labor for parts of the project. Force-account labor has been a tradition in Jonesborough to have the town perform part of projects using our own employees and equipment to reduce project expenses. With additional project funds supporting material costs can be leveraged with town labor and equipment to reduce certain construction activities for the project.

RECOMMENDATION:

Approve the Change Order to the Jonesborough School Project from ClarkNexsen in the amount of $1,507,000.00 to move forward with BurWil Construction to complete Phase 1 of the Agriculture Learning Center Project.

MEMORANDUM

To: Glenn Rosenoff & Board of Mayor and Aldermen

From: Bob Browning

Re: Update on Agriculture Learning Center (ALC)

Date: September 1, 2026

After much discussion and a series of value-engineering reviews trying to maximize the functionality of the Agriculture Learning Center at the lowest cost that resulted each time in even higher projections, the team landed on the most efficient design and BurWil Construction got with subcontractors for bids and established an overall cost for the facility that is over $2 million. We then asked William Burriss to look at phasing the construction with the phase one hopefully getting the building "under roof" with exterior walls and floor slab for the following reasons:

1. Have BurWil and subcontractors lock-in pricing so there is hard pricing on a significant portion of construction that will not increase with the continuous rising costs of materials and labor.
2. Construct the building to a point that it would be weatherproofed and secure if there had to be gaps in progress of construction.
3. Allow us to make significant progress in the establishment of the facility, that will make it much easier to seek additional state and local funding to get it totally completed.
4. Take advantage of typically good weather for construction before winter and make it easier to add additional work tasks through change orders on the interior of the building as additional funding is obtained.
5. Provide enough construction progress that we can move forward with equipment and furnishings purchase and installation, like the walk-in cooler and demonstration kitchen equipment, funded through Rural Development's Rural Business Development Grant – $83,700, and classroom furniture, computer monitors, fans etc. included in the ARC grant application - $189,000, if we receive approval of its final review in Washington.
6. Activate the fundraising efforts of Dana York Ensor and Bob Ensor in a serious effort to seek additional grants and donations once phase one construction is under contract.

We have recently received notification that an application for Tennessee Department of Agriculture "Agricultural Enterprise Fund" (AEF) grant assistance for the construction of the ALC was awarded at one dollar less than $500,000, or $499,999. The contract is being presented for approval at the September 14th BMA meeting. This additional funding will allow us to completely get the building framed and a slab with under-slab utilities in place, metal roof, siding and windows, exterior doors, greenhouse, foam insulation, grading, etc. BurWil's cost for this work is $1,263,005. William Burriss is

currently working on the best accurate costs involved with adding in the additional electrical work and HVAC. The HVAC was priced at $147,381 and the electrical is a little over $200,000 however, the electrical figure included all of the under-slab work which is already in the phase one cost. We need the building to be conditioned before dry wall, painting etc. can take place. Again, William Burriss is revising his scope of work based on a projected contract of a little over $1,500,000.

What funding is in place?

- Washington County has contributed $617,000 toward the project
- We received an appropriation from the state of $270,000, and design work has been paid out of this allocation. I have not received a current balance of that money, but Glenn provided an estimate he received from Janet at around $135,000 available for construction.
- BurWil has $250,000 of project funding they were paid that they are making available for the project.
- We received the AEF grant of $499,999.

$617,000	We should have around $1,501,999 available for phase one construction.
$135,000	
$250,000	
$499,999	
$1,501,999	

- Dana York Ensor has obtained a donation from Farm Credit but does not how much the amount of the donation might be. Farm Credit is applying their entire East Tennessee support funding toward the ALC. It may be helpful to have a portion of the construction in mind for Farm Credit's support when Dana follows up after the contract is signed.

If you look at William Burriss's initial scope of work breakdown, you see that all site utilities are not included. It would be great for the Town to agree to bring water and sewer service to the building slab. Both water and sewer lines are close, and rough grading is already complete. The grading in the contract is essentially for the slab. Electrical service is also close on N. Cherokee Street, and the Town could do the ditching for electrical service probably in a day. That would be very helpful.

I am providing this information in advance of receiving the revised scope of work from William Burriss with the hope that the BMA will approve the contract with BurWil so the work can begin in September when we expect decent construction weather.

Please let me know if there are any questions.

Thanks,

Bob Browning

Estimate Recap

BurWil Construction Company
620 Locust Street
Bristol, TN 37620
Phone: 423968-4158
Fax: 423968-3199

Estimate File: WB Jonesborough ALC Building Phase 1 REVISED 4SEP26.est - ALC - Jonesborough, JONESBOROUGH, TN

Estimator:
Primary Project Qty: 4876 SQFT
Estimate UM:Imperial

Sort Sequences: 1. Section
2. Cost Code
3. Not Used
4. Not Used

Partial Report

Taxes & Insurance AND Indirects are included in the Item Total $ column.

2:38:32PM 9/9/2026

Description		TOTAL COST Labor $	Material $	Sub $	Equipt $		Item Total $
GENERAL CONDITIONS		$52,856	$2,450	$12,075	$35,561		$137,417
TEMP. FACILITIES & CONTROLS				$1,750			$1,922
TEMP. BARRIERS & ENCLOSURES		$650	$650				$1,794
GENERAL GRADING				$13,500			$14,827
SOIL TREATMENT				$700			$769
FOUNDATION DRAIN				$1,875			$2,059
TEMPORARY ROADS		$150	$3,150		$150		$4,195
CONCRETE SUBCONTRACTOR				$88,807			$97,538
REINFORCING STEEL		$975	$3,900		$39		$6,259
REBAR-ACCESSORIES			$250				$301
COLUMN FOOTINGS		$190	$2,773	$665	$469		$4,883
FLOOR SLAB ON GRADE		$333	$40,845		$6,368		$56,746
CONCRETE CURB		$851	$313				$1,700
COOLBOT BELOW GRADE WALL			$417				$503
MISC. STEEL INSTALLATION		$1,090	$924				$2,808
GENERAL CARPENTRY		$2,500	$2,640				$7,068
ROUGH HARDWARE			$7,500				$9,040
WOOD FRAMING			$49,449	$5,662			$65,824
WOOD FRAMING SUBCONTRACTOR				$105,000			$115,323

Estimator:
Primary Project Qty: 4876 SQFT
Estimate UM:Imperial

Sort Sequences: 1. Section
2. Cost Code
3. Not Used
4. Not Used

Partial Report

Taxes & Insurance AND Indirects are included in the Item Total $ column.

2:38:32PM

Estimate File: WB Jonesborough ALC Building Phase 1 REVISED 4SEP26.est - ALC - Jonesborough

9/9/2026

Description		TOTAL COST Labor $	Material $	Sub $	Equipt $		Item Total $
HEAVY TIMBER FRAME BLDG				$264,462			$290,462
WOOD SIDING			$37,238	$14,570			$60,888
WOOD CEILING							
BITUMINOUS DAMPPROOFING		$240	$90				$481
BUILDING INSULATION				$6,900			$7,578
VAPOR BARRIERS		$875	$1,700				$3,409
METAL ROOFING				$106,000			$116,421
JOINT SEALERS				$7,500			$8,237
METAL DOORS & FRAMES		$1,220	$49,084				$61,062
WOOD DOORS		$1,750					$2,720
BARN DOOR				$5,500			$6,041
ALUM. ENTRIES & STOREFRONTS				$130,778			$143,635
AL COLUMN CAPS				$2,600			$2,856
WALK-IN COOLER INSTALL				$3,500			$3,844
GREENHOUSE POLYCARBONATE		$2,800	$7,660		$700		$14,354
PLUMBING				$109,446			$120,206
H.V.A.C.				$80,700			$88,634
ELECTRICAL				$41,150			$45,196
POWER COMPANY CHARGES							
Phase 1		$66,480	$211,032	$1,003,140	$43,287		$1,507,001
ESTIMATE TOTALS		$66,480	$211,032	$1,003,140	$43,287		$1,507,001

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AIA® Document G701® – 2017

Change Order

PROJECT: *(Name and address)*	**CONTRACT INFORMATION:**	**CHANGE ORDER INFORMATION:**
Jonesborough K-8 School / Agricultural Learning Center Jonesborough, TN	Contract For: General Construction Date: 10/1/2021	Change Order Number: 03 Date: 9/11/2026
OWNER: *(Name and address)* Town of Jonesborough 123 Boone Street Jonesborough, TN 37659	**ARCHITECT:** *(Name and address)* Clark Nexsen 301 College Street Suite 300 Asheville, NC 28801	**CONTRACTOR:** *(Name and address)* BurWil Construction Company, Inc PO Box 637 620 Locust Street Bristol, TN 37621

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.)

The Contractor shall provide a credit to the Owner in the amount of $258,188 for unused funds associated with the previous project, reducing the Contract Sum from $35,000,000 to $34,741,812.

The Contract Sum is then increased by $1,507,000 for Phase 1 construction of the Agricultural Learning Center (ALC), increasing the Contract Sum to $36,248,812.

For the ALC Project Component only, the Contractor's compensation shall be based on a fee of 7.0% plus 1.7% overhead. This fee structure shall apply exclusively to the ALC Project Component and shall supersede the fee provisions otherwise applicable to that portion of the Work.

The original Contract Sum was`	$	35,000,000.00
The net change by previously authorized Change Orders	$	0.00
The Contract Sum prior to this Change Order was	$	35,000,000.00
The Contract Sum will be increased by this Change Order in the amount of	$	1,248,812
The new Contract Sum including this Change Order will be	$	36,248,812.00

The Contract Time will be increased by three-hundred (300) days.
The new date of Substantial Completion will be 300 days from notice to proceed for the ALC.

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.

Clark Nexsen. Inc **ARCHITECT** *(Firm name)*	BurWil Construction Company, Inc. **CONTRACTOR** *(Firm name)*	Town of Jonesborough **OWNER** *(Firm name)*
SIGNATURE	**SIGNATURE**	**SIGNATURE**
Aaron Brumo, AIA **PRINTED NAME AND TITLE**	William C. Burriss III, CFO **PRINTED NAME AND TITLE**	Glenn Rosenoff, CMFO / Town Administrator **PRINTED NAME AND TITLE**
9/11/2026 **DATE**	**DATE**	**DATE**

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TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** 8-C

SUBJECT: First Reading Amending Jonesborough Municipal Code Title 1, Chapter 23, Section 1-1703, Composition, Appointment, Membership, and Terms as Presented.

BACKGROUND:

In September 2024, the BMA approved the amendment to the Jonesborough Municipal Code Title 1 by adding Chapter 23, Jackson Theatre Board. The Jackson Theater Board (JTB) was initially established with five (5) members to provide a manageable advisory body while town Staff and the JTB helped to develop operating procedures, extensive programming, rentals, sponsorships, marketing and economic analytics, and professionally led strategic planning sessions to gain experience overseeing the theater.

After two years of operation, the proposal to increase to seven (7) members is appropriate based upon the theater's growth, expanded programming, increased community involvement, and the need for broader representation and expertise. Attached to the presentation is the current and proposed language regarding Jackson Theater Board composition.

Increasing membership to seven members after two years would provide several benefits:

- Broader community representation by allowing additional perspectives from community stakeholders.
- Additional expertise in areas such as theater operations, fundraising, marketing, finance, historic preservation, events, and economic trends.
- Greater workload capacity as programming, events, fundraising, and operational responsibilities increase.
- Greater financial oversight and aid in developing new revenue sources.
- Provide additional community connections in identifying more grant opportunities.
- Additional board participation to protect the town's financial and economic interests.

One major driving force to increase membership is the economic justifications through the theater's continued economic impact. In two years, the theater has generated economic activity beyond ticket sales or rentals, as it acts as a catalyst for local commerce, tourism, and job creation. When people attend shows, they often spend additional money downtown and the surrounding area, on dining, retail, and other services. The experience at the theater reverberates in the community far beyond its walls.

The proposed new composition does continue to consist of a member of the Board of Mayor and Aldermen, adds a provision of a designee, selected by the Board of Mayor and Aldermen, to serve

the Jackson Theater Board and provide the important connection between the theater and Town elected leadership to foster effective communications and accessing public resources.

The Jackson Theatre Board Mission Statement:
The Jackson Theatre exists to enrich quality of life through the arts and entertainment by inspiring generations to build their own story and by fostering cultural preservation and economic development.

The current membership created the Mission Statement and exemplified the Mission. The membership has gelled establishing a great working relationship, developing trust, have proven board effectiveness, and have demonstrated how effectively the theater performs under their leadership. While the original five created the foundation, the additional two members will bring new expertise, relationships, ideas, and value.

The recommendation is to amend Jonesborough Municipal Code Title 1, Chapter 23, Section 1-1703, Composition, Appointment, Membership, and Terms as presented.

RECOMMENDATION:

Approve the ordinance amending the Jonesborough Municipal Code Title 1, Chapter 23, Section 1-1703, Composition, Appointment, Membership, and Terms on First Reading.

PROPOSED AMENDMENT JACKSON BOARD THEATER COMPOSITION 1-1703

Current Jackson Theater Board Composition 1-1703

1-1703. Composition, appointment, membership and terms. The Jackson Theater Board shall be composed of five (5) members determined as follows: One (1) member shall be a member of the board of mayor and aldermen, selected by the board. The term of the board member shall be contiguous with his or her term on the board of mayor and aldermen. The remaining four (4) positions on the board will be made up of members of the community that are interested in carrying out the purpose and duties of the Jackson Theater Board as established by the town board. Two (2) of the positions will be nominated by the Mayor and approved by the board of mayor and aldermen. Two of the positions will be appointed by the existing Jackson Theater Board (or initially the first three (3) members selected previously herein) and confirmed by the Board of Mayor and Aldermen. The terms of the four (4) appointed members shall be six (6) year terms. For the initial appointment only, and to allow for staggered terms, the two (2) appointed members appointed by the Jackson Theater Board members shall serve three (3) year terms, and the two (2) appointed members appointed by the board of mayor and aldermen shall serve six (6) year terms. Any vacancy in the appointed membership shall be filled for the unexpired term by the board of mayor and aldermen. The board of mayor and aldermen shall have the power to remove any board member, regardless of how that member was appointed, at any time with or without cause.

Proposed Amendment to Jackson Theater Board Composition 1-1703

1-1703. Composition, appointment, membership and terms. The Jackson Theater Board shall be composed of five (5) members. The membership of the Jackson Theater Board may be increased to no more than seven (7) members.

One (1) member shall be a member of the Board of Mayor and Aldermen or a designee, selected by the board. The term of the member of the Board of Mayor and Aldermen shall be coterminous with the term of office of the mayor or alderman whom such member represents. The term of the designee member shall be four (4) years.

The remaining six (6) positions on the Board will be made up of members of the community that are interested in carrying out the purpose and duties of the Jackson Theater Board as established by the Board of Mayor and Aldermen. Those positions will be filled by a recommendation for the position being made by the Jackson Theater Board and an appointment of a member then being made by the Board of Mayor and Aldermen. Any application process adopted by the Board of Mayor and Alderman for volunteer appointments will be followed.

The terms of the six (6) appointed members shall be three (3) year terms and may be extended another (3) years at the BMA's discretion with or without a recommendation from the Jackson Theater Board.

Any vacancy in the appointed membership shall be filled for the unexpired term by the Board of Mayor and Aldermen after requesting a recommendation from the Jackson Theater Board. The Board of Mayor and Aldermen shall have the power to remove any board member, at their discretion at any time with or without cause.

ORDINANCE NO. _____

AN ORDINANCE AMENDING THE JONESBOROUGH MUNICIPAL CODE TITLE 1 CHAPTER 23 SECTION 1-1703 JACKSON THEATER BOARD

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

SECTION 1. That the Jonesborough, Tennessee Municipal Code, Section 1-1703 be amended regarding the Composition, Appointment and Membership and to read as follows:

1-1703. Composition, appointment, membership, and terms.

1-1703. Composition, appointment, membership and terms. The Jackson Theater Board shall be composed of five (5) members. The membership of the Jackson Theater Board may be increased to no more than seven (7) members. One (1) member shall be a member of the Board of Mayor and Aldermen or a designee, selected by the board. The term of the member of the Board of Mayor and Aldermen shall be coterminous with the term of office of the mayor or alderman whom such member represents. The term of the designee member shall be four (4) years. The remaining six (6) positions on the Board will be made up of members of the community that are interested in carrying out the purpose and duties of the Jackson Theater Board as established by the Board of Mayor and Aldermen. Those positions will be filled by a recommendation for the position being made by the Jackson Theater Board and an appointment of a member then being made by the Board of Mayor and Aldermen. Any application process adopted by the Board of Mayor and Alderman for volunteer appointments will be followed. The terms of the six (6) appointed members shall be three (3) year terms and may be extended to another (3) years at the BMA's discretion with or without a recommendation from the Jackson Theater Board. Any vacancy in the appointed membership shall be filled for the unexpired term by the Board of Mayor and Aldermen after requesting a recommendation from the Jackson Theater Board. The Board of Mayor and Aldermen shall have the power to remove any board member, at their discretion at any time with or without cause.

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

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

Those voting against: _____

PASSED ON FIRST READING _____

_____

KELLY WOLFE, MAYOR

ATTEST:

_____
JANET JENNINGS, RECORDER

APPROVED AS TO FORM

_____
JAMES R. WHEELER, TOWN ATTORNEY

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

_____

Those voting against:_____

PASSED ON SECOND READING _____

_____
KELLY WOLFE, MAYOR

ATTEST:

_____
JANET JENNINGS, RECORDER

APPROVED AS TO FORM

_____
JAMES R. WHEELER, TOWN ATTORNEY

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14th, 2026 **AGENDA ITEM #:** 8-D

SUBJECT: Jackson Boulevard Median Landscape Plan (Concept)

BACKGROUND:

This concept plan was developed thoroughly through collaboration between the Operations Manager, the Open Spaces Coordinator, the Parks and Recreation Director, and the Town Mayor. It proposes an updated landscape design for the medians along Jackson Boulevard, from Weigels on the east end to Persimmon Ridge on the west, introducing refreshed, drought tolerant plants intended to improve appearance and long-term durability. The plan was presented to the Tree and Townscape Board on Tuesday, August 25, 2026, and was duly passed.

This plan is presented as a concept only. No funding source currently exists to complete the project, and no completion timeline has been established; staff will need to develop financial projections, and this is more than likely a multi-year, phased project built to work within the constraints of the Town's year-over-year budget.

Once this conceptual plan is approved, staff will work on a budget projection median by median. As an initial first step, staff recommend updating the current landscaped medians that run east from Boone Street to just past Weigels. Because these medians are already established, this would allow staff to beta test several of the new plant varieties before they are introduced on the larger, currently un-landscaped medians planned for the corridor headed west of town. It will also allow staff to use plants removed on the east end in the west end median plan, which will result in some cast savings.

The full concept, including the proposed plants and design intent for each median, is included in the attached presentation.

RECOMMENDATION:

Approve the Jackson Boulevard Median Landscape Plan as a concept and direct staff to proceed with developing cost estimates and a phased implementation plan, beginning with a beta planting phase on the currently landscaped medians between Boone Street and Weigels.

Median Landscape Plans

Jonesborough, Tennessee

1

Upright European Hornbeam

30' in height x 20' in width
Tolerant of clay soils
Tolerates urban pollution
Responds well to pruning
Long living tree
Fall color

Forest Pansy Redbud

30' in height 30' in spread (suspect less in median conditions)
Tolerant of clay soils and adaptable
Spring flowers and all summer foliage color

Pink Velour Crape Myrtle

12' in height 6' in width semi dwarf variety
Multi stem habit
Pink summer flowers
Once established very tolerant of heat and drought

(possible substitution- white fringe tree)

2

Winter Gem Boxwood

3x3
Compact rounded growth habit
Shallow nonaggressive roots, will be okay in beds without a lot of soil depth.
Easy to maintain, slow growing.
In the event they did need to be cut back/ shaped/ maintained, boxwoods are easy to care for.

3

4

5

Getting Started!

This PowerPoint details every median along Jackson boulevard. Starting on the eastern most median (in front of the Weigels) and moving west (towards persimmon ridge)

6

Median 1

17 clusters of each variety of perennials to be added, 70 total clusters, 204 plants total. Aster, iris, echinacea, black eyed susan.

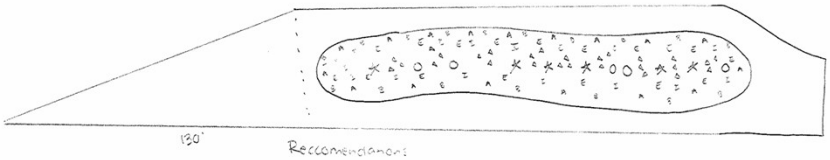
- Existing mulch bed in this median is 270' x 10'
- Existing redbud, juniper and oat grasses
- Recommend removing some of the oat grasses to thin and structure to be more uniform.
- Slightly fuller median, first one you see in town limits, want to make it more of a statement median

7

Median 1

done

* Total median is 440' x 14' wide
* 270' existing mulch bed with redbuds and junipers
10' wide mulch bed



130'

Reccomendations

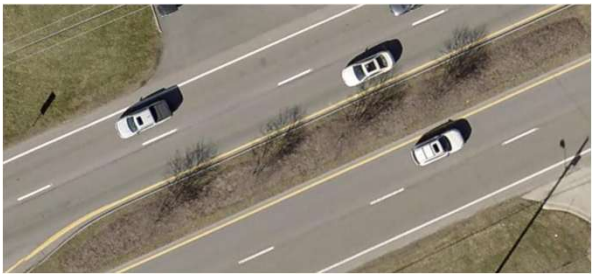
*: existing redbud
O: existing juniper
Δ: existing oat grass
A: aster to add
I: Iris to add
E: echinacea to add
B: black eyed susan to add.

- Clean up oat grasses
- add perennials, clusters of 3 every 8'
- Iris, aster, echinacea, blackeyed susan. 70 total clusters
17 of each var. x 3, 51 total of each perennial 204 total

$ 3,060 perennials
$ 250.00 compost
$ 150.00 fertilizer
$ 3,600 total median

8

Median 2



- 44 plant clusters, 11 of each variety in groups of 3 for 132 perennials total
- Iris, aster, echinacea, black-eyed Susan.
- iris and black-eyed Susan in the background, echinacea and aster in the foreground.

- Established mulch bed in this median is 165' long x 8' wide
- Existing redbuds, scattered perennial oatgrass, daylily, and iris.
- Recommend to clean up existing perennials, thin some of the oatgrass to promote uniformity
- Add clusters of new perennials in groups of 3 every 8'

9

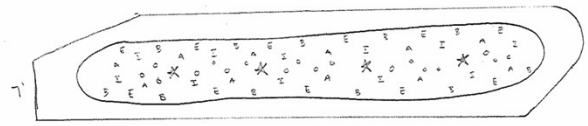
Median 2

* median is 195' long x 7' wide at smallest 15' wide largest

* mulch bed is 165' long x 10' - 7' wide

done.

$ 1,980 Perennials
$ 200.00 Compost
$ 105.00 Fertilizer
$ 2,300.00 total median 2



X : existing redbud

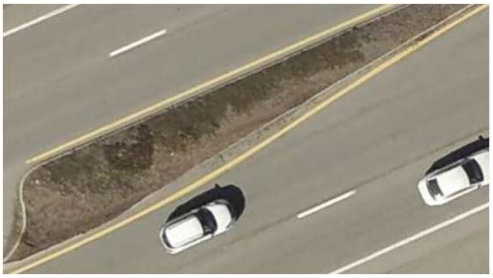
O : existing scattered, random Perennials, oat grass, daylily, iris & other

Reccomendations

- Clean up existing Perennials
- add Clusters of Perennials in groups of 3 every 8'
- iris, aster, echinacea, blackeyed susan,
- Tall iris in the background and aster in background with echinacea + blackeyed susan alternated in foreground
- 44 Plant Clusters, 11 clusters of each variety
  - 33 of each perennial, 132 total

10

Median 3



- Median is 117' long 12' tapers down top 2'
- Overgrown with juniper
- Recommend to rip all existing vegetation out, build a mulch bed in the wider portion that is 50' long by 4' wide.
- Turf grass seed all remaining space on the median.
- Plant a row of little bluestem, aster and iris along outside edge of the mulch bed.

- Bluestem every 5' – 10 total
- Iris not in clusters, individual because the median is small, 9 total
- Aster, not in clusters, individuals because the median is small, 9 total
- Mulch – 2 cubic yards
- Compost for planting and grass seed
- Grass seed-
- Fertilizer for plants and for grass

11

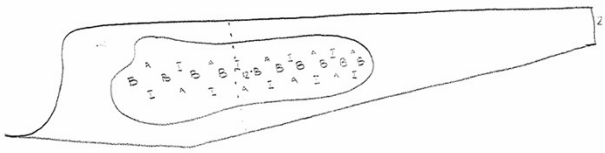
done

median 3

* 117' long x 2' wide at the narrowest, 12' at the widest.
* Right now this median is overgrown with out of place perennials, groundcover, junipers.

Geotextile fabric: $ 56.00
Mulch 1.8 cubic yards @ 3" depth = $85.00
Plants = 28 total + $270.00
Compost + $100.00
Grass seed + $ 150.00
fertilizer + $ 200.00

$ 1000.00 materials median 3



Recommendation.

- Rip all existing vegetation out.
- build a mulch bed in the wider portion that is 50' long x 4' wide
- make the remainder of the median grass
- Plant bluestem, grass and a few perennial clusters

B = bluestem every 5' = 10 total

I = Iris not in clusters, keep this median light & total

A: Aster not in clusters, keep this median light & total

12

Median 4

- Median is full of daylilies right now. 150' long x 3.5' wide.
- This median is very hard to keep weeded, and to keep debris out of the road, for aesthetics and maintenance I do not recommend having mulch beds with no grass borders.
- It is my recommendation that we concrete this median in, carefully remove the daylilies so they can be used in other plantings.
- If that is unpopular, I recommend we turn this into a turf grass median only.

Needs-
- Concrete

Or
- Grass seed, fertilizer

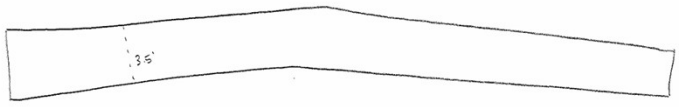
13

Median 4

done

- median is 3.5' wide x 150' long
- all mulch and overgrown with daylily.

7 lbs grass seed . $ 55.00
Compost . $ 35.00
$70.00 to redo in grass.
not including labor



- my Recommendation is to Concrete this median.
- if we are not interested in that, we can [illegible] just turf type grass.
- take the daylilies out for other plantings.

14

Median 5

- Median is 130' long 12' tapers down top 2'
- Overgrown with juniper
- Recommend to rip all existing vegetation out, build a mulch bed in the wider portion that is 50' long by 4' wide.
- Turf grass seed all remaining space on the median.
- Plant a row of little bluestem, aster and iris along outside edge of the mulch bed.

- Bluestem every 5' – 10 total
- Iris not in clusters, individual because the median is small, 9 total
- Aster, not in clusters, individuals because the median is small, 9 total
- Mulch – 2 cubic yards
- Compost for planting and grass seed
- Grass seed-
- Fertilizer for plants and for grass

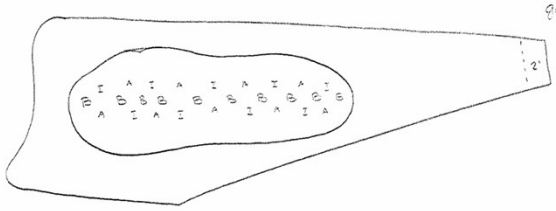
15

Median 5

130' median, 13' at widest down to 2'

done.

Geotextile = $50
mulch = 1.8 cu yd 3" deep = $85
Plants = $270.00
Compost = $100.00
Grass Seed $150.00
fertilizer = $200.00



$ 1,000 materials median 5

- Suggesting we could have a 56' x 6' bed in the widest portion of this median
- Remove all plants and groundcover junipers.
- establish bed, make the remainder of the median turf.

B = bluestem every 5' = 10 total
I = iris, 9 total
A = aster = 9 total

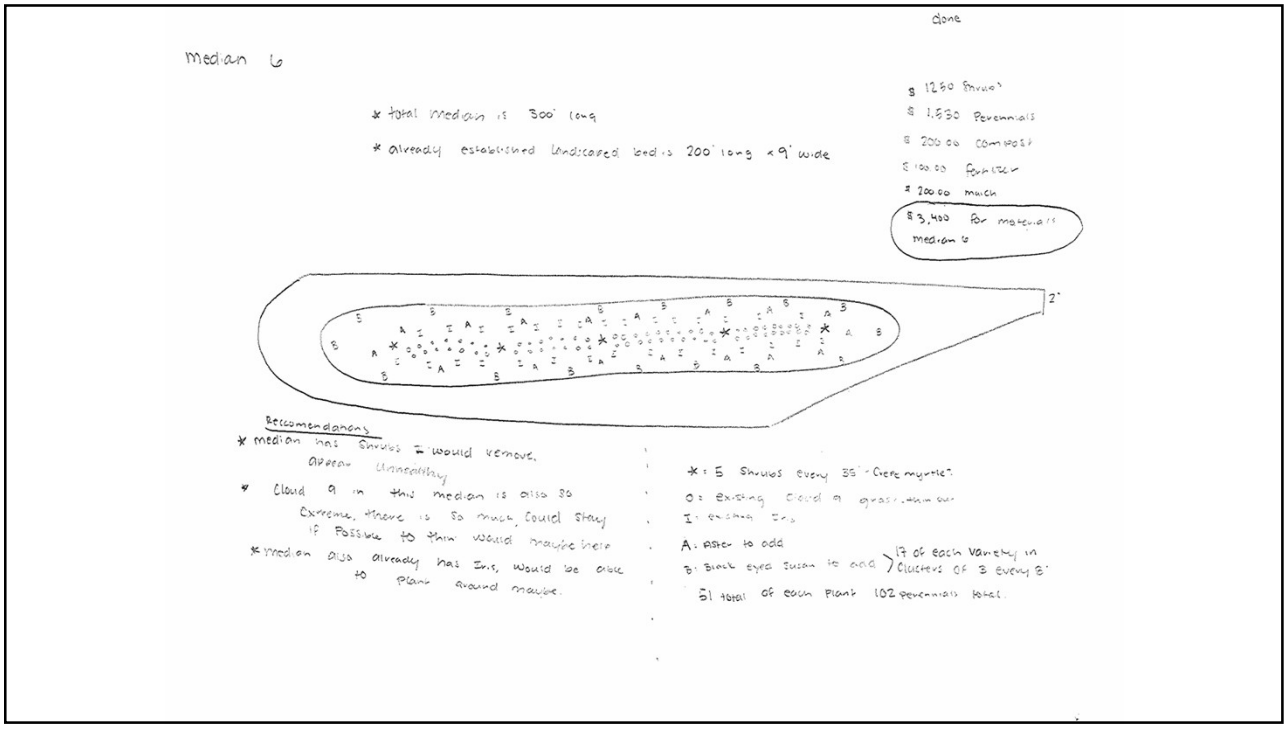
16

Median 6

- Plant 5 total trees, all the same tree something smaller- pink velour crepe myrtle in current plans.
- Thin existing grasses
- Add aster and black eyed susan, 17 clusters of each variety for 34 total clusters of 3 every 8'. 102 perennials to add total

- Already established landscaped mulch bed in this median is 200' long x 9' wide
- Shrubs in this median do not appear healthy, I would recommend we remove them while doing work.
- Cloud 9 grass in this median are also busy and overcrowded, would thin, if possible, with the roots.
- Iris already planted in the median can be worked around in plantings

17



18

Median 7

- Median is full of daylilies right now. 165' long x 3.5' wide.
- This median is very hard to keep weeded, and to keep debris out of the road, for aesthetics and maintenance I do not recommend having mulch beds with no grass borders.
- It is my recommendation that we concrete this median in, carefully remove the daylilies so they can be used in other plantings.
- If that is unpopular, I recommend we turn this into a turf grass median only.

Needs-
- Concrete

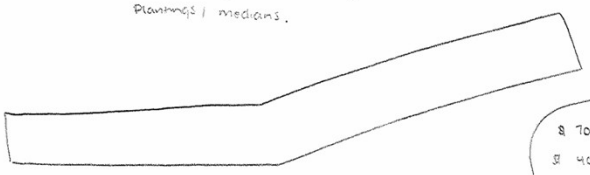
Or
- Grass seed, compost

19

Median 7

done

* this median is 165' long x 4' at the widest.
Currently an overgrown daylilly median. I would recomend we remove all the plant material and concrete this median. an alternative would be to try and do turf type grass seed. Save the daylilies, hopefully use in other town plantings / medians.



$ 70.00 grass seed
$ 40.00 compost
$ 110.00
total materials only if we try to overseed

20

Median 8

-already established mulch bed is 350' long x 8' wide
Shrubs that do not look healthy to me. It is my recommendation these shrubs come out

- currently planted with grasses that can stay, would consider thinning
- Has iris, consider adding daylilies, echinacea.
- I would say pick a consistent shrub or tree down the row, crepe myrtles in current plan. Narrower median so keeping it with something that should not exceed the width as well as something hardy and susceptible to pruning.

- Replant trees, 7 total every 35' keep off edges. Pink velour Crepe Myrtle
- Because of the grasses and iris keep added perennials modest (considering)
- Echinacea, rudbeckia, and aster clusters. 87 total clusters, 87 of each perennial to be planted every 8' in clusters of 3. Total of 263 perennials.

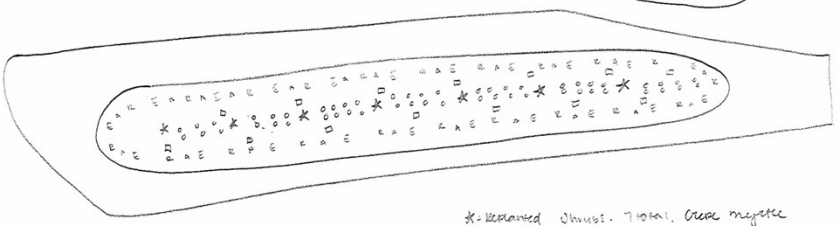
21

median 8

done

* median is 420' long x 14' at widest.
already established mulch bed is 350' x 8'

Shrubs = $ 1750
Perennials = $ 3,945
Compost = $ 250.00
Fertilizer = $ 200.00
$ 6,400 materials median 8



* Would remove current shrubs
* leave grasses. leave iris.
* add other clusters of perennials that match plans.
* narrow median, keep shrubs that you remove small, easy to keep pruned.

*- Replanted shrubs - 7 total. Crepe myrtle every 35' keep off edges
O: existing grasses
□: existing iris
E: Echinacea to add. clusters of 3 alternated with rudbeckia + aster one cluster every 8'. clusters of 3
87 clusters total
R: rudbeckia to add 263 perennials.
A: aster to add 87 of each

22

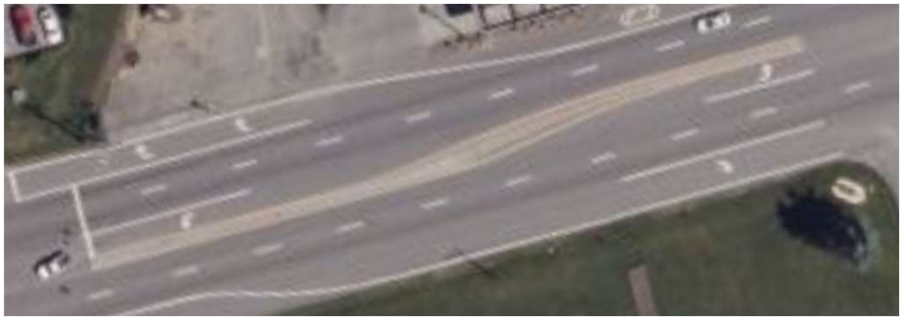
MEDIAN 9

- Pure concrete no notes

23

Median 10

- Pure concrete, no notes



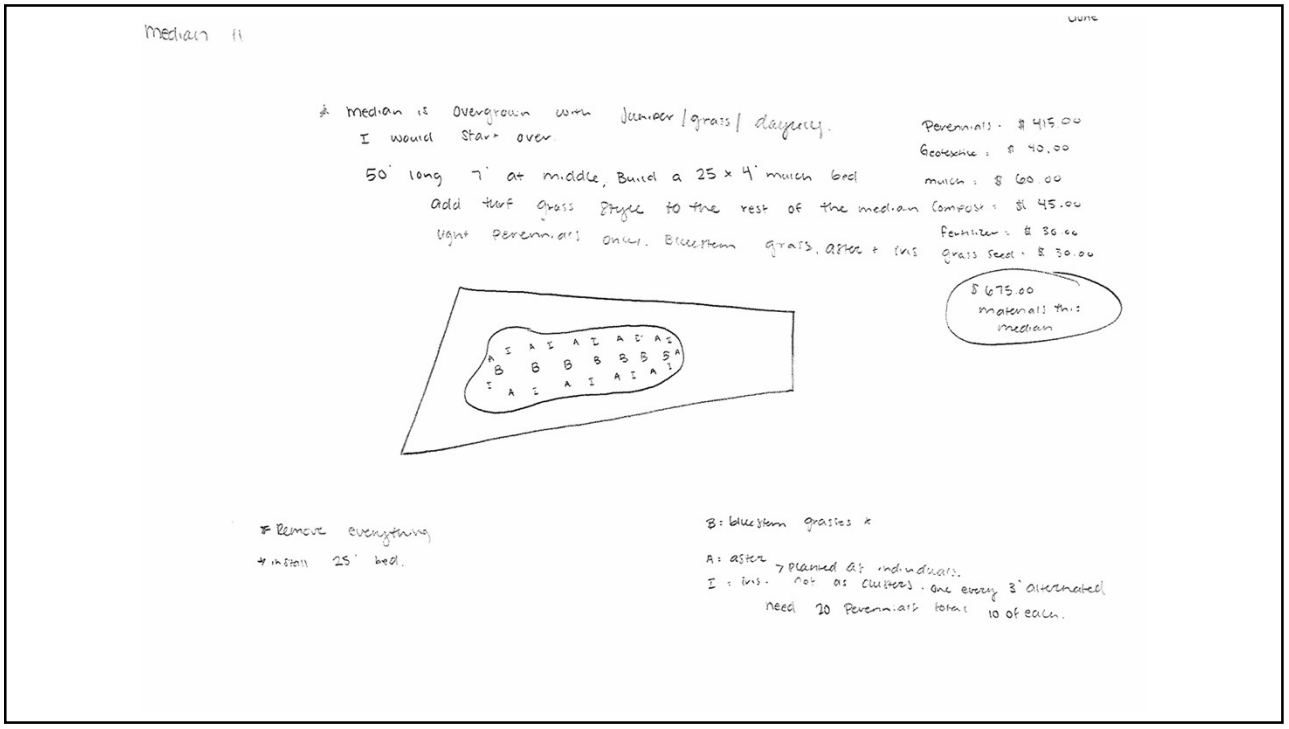
24

Median 11

- Median is 50' long 7' tapers down top 2'
- Overgrown with juniper
- Recommend to rip all existing vegetation out, build a mulch bed in the wider portion that is 25 long by 4' wide.
- Turf grass seed all remaining space on the median.
- Plant a row of little bluestem, aster and iris along outside edge of the mulch bed.

- Bluestem every 5' – 7 total
- Iris not in clusters, individual because the median is small, 10 total
- Aster, not in clusters, individuals because the median is small, 10 total
- Mulch – 1 cubic yard
- Compost for planting and grass seed
- Grass seed-
- Fertilizer for plants and for grass

25



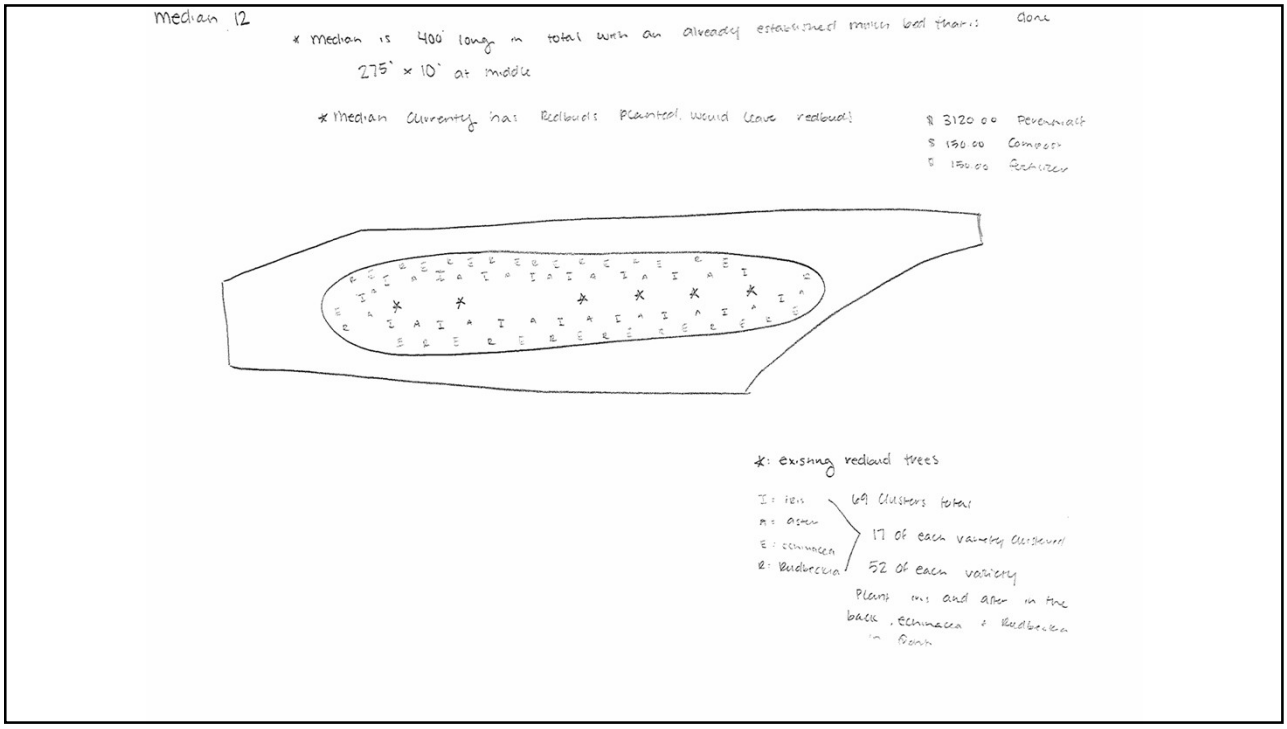
26

Median 12

- Plant clusters of perennials in groups of 3 every 8'. Alternated and staggered in the median. 69 total clusters,
- Iris, aster, rudbeckia, echinacea. 17 clusters f 3 of each variety, 52 of each plant for 208 perennials total.

- Already established mulch bed is 275' long x 10' wide
- Currently median has redbuds planted that look healthy, I would leave tin place.
- Recommend we add clusters of perennials in empty spaces.

27



28

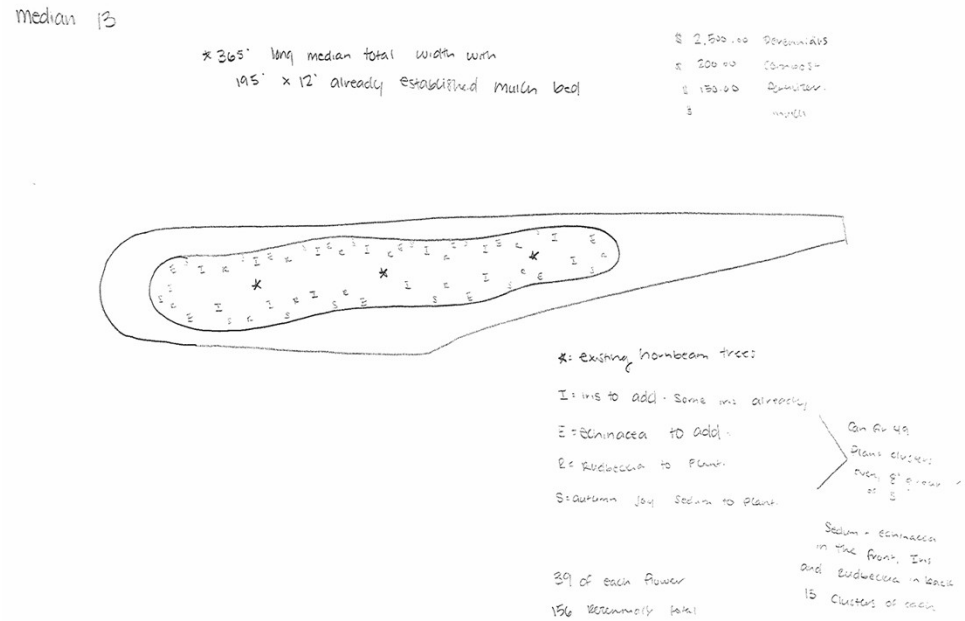
Median 13

- 195' x 12' already established mulch bed
- Three hornbeam trees already planted, looking well, would leave trees as is. Take out groundcover in this median.
- Careful planting, drivers use this zone to pull through frequently/ sight distance vision concerns.
- Recommend to add light perennials.

-Add iris, echinacea, rudbeckia, and sedum in clusters of 3 every 8'.

- 49 total clusters, 156 perennials total
- Sedum and echinacea in the front, iris and rudbeckia in the back, staggered and alternated.

29



30

Median 14

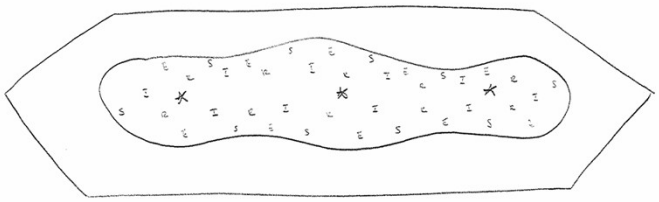
- 150' x 14' already established mulch bed
- Three existing hornbeam trees, trees are healthy would recommend to leave.
- Remove any groundcover in this median
- Add clusters of perennials

- Cluster of perennials planted every 8' can plant 40 total clusters, 10 clusters of each variety, Sedum and echinacea in the front, iris and rudbeckia in the back, staggered and alternated
- 30 of each perennial total, 120 plants total.

31

Median 14

* 150' median with 150' x 14' already established mulch bed
* keep simple. add in perennials



*

*: existing hornbeam trees.

I: iris to add

E: echinacea to add

S: Sedum to add

R: Rudbeckia to add

40 total clusters. every 8'. 10 clusters of each variety

30 total of each plant.

Iris and Rudbeckia planted in the back Sedum and Echinacea planted in the front all staggered and alternated.

32

Median 15 – redbud median

- Not recommending we add anything to this median, already very full. But adding redbuds to the lower medians will help keep the look between all the medians throughout town cohesive.

33

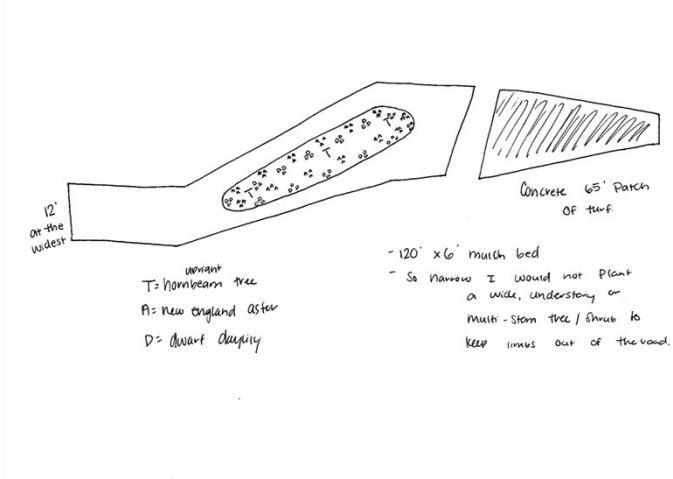
Median 16

- Concrete in the right-side island 63' long 9' wide tapers to 2'
- Not wide enough for redbud trees, strictly upright varieties only. Highway standards recommend you plant trees no closer than 6' from any edge. 4. URBAN TREE AND UTILITY POLE RECOMMENDED PRACTICES | FHWA
- It is also recommended trees be planted 40' apart and not withing 30-40' of an intersection.
- Recommend to plant trees in the center because of the space. If we want to leave a 3' grass edge. No room for staggering 6' is the center.
- Recommending to keep a 3' wide grass edge.
- This median can support a planted bed that is 120' long x 6' wide.

- Geotextile 120' x 6'
- Mulch 120' x 6' 2" depth
- Upright European Hornbeam x 3 planted every 35'
- Dwarf 12-24" Daylilies and New England Aster 36" staggered, alternated and planted in clusters of 3 every 8' 45 total aster 45 total daylilies.

34

Median 16



35

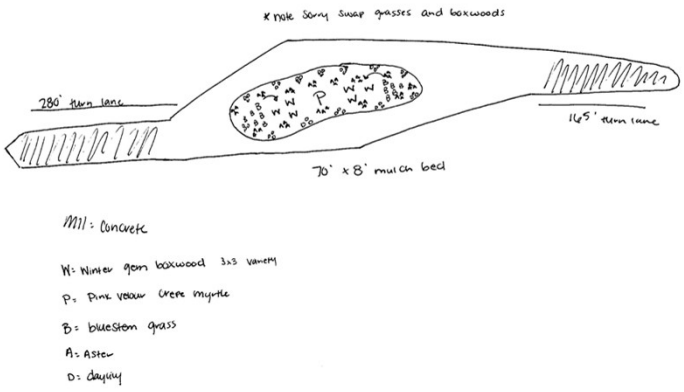
Median 17

- Concrete in both narrow portions of this median. Left turn lane 280' concrete on the right turn lane 165'
- Be aware of power lines across middle, requires shorter trees.
- Can support a mulch bed that is 70' long x 8' wide leaving a 3' grass edge. Once again, I do not believe you're going to be able to stagger this median nor does it make a ton of sense. If were 14' wide needing to keep things 6' off the edges with this mulch bed being 8' wide we would have 2' of space to stagger, not enough of an impact.

- 70' x 8' geotextile
- Mulch 70' x 8' 3" depth
- One pink velour crepe myrtle
- 6 Winter gem boxwoods
- 12 bluestem grass
- Stagger dwarf daylily and new England aster in clusters of 3 every 8' 30 total daylilies 30 total aster

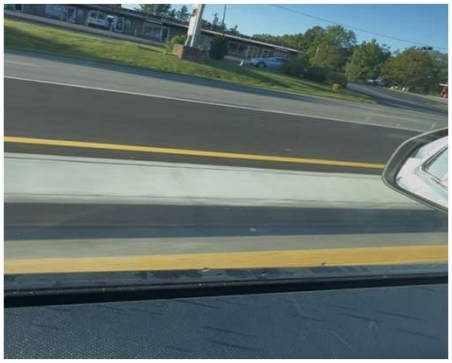
36

Median 17



37

Median 18



- Pure concrete no additional notes

38

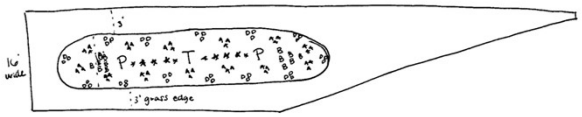
Median 19

- Can support a mulch bed that is 125' x 10'
- Leaving a 3' grass edge on each side
- Once again, I don't think there is a big enough distance to stagger trees in this median. Our distance for stagger is 4' I feel like its going to look out of place.

- 125' x 10' geotextile
- Mulch bed 125' x 10' 3" depth
- One hornbeam tree planted center
- Two pink velour crepe myrtles on the edges
- Winter gem boxwood 10
- Bluestem grass 24 total
- Perennials staggered and alternated in clusters of 3 every 8'
- 52 daylilies 52 aster

39

Median 19



125' x 10' mulch bed

T: upright hornbeam tree

P: Pink velour crepe myrtle.

A: New England Aster

D: Dwarf daylily

*: Wintergreen Boxwood - 5x5 var.

B: Bluestem grass

* not reccomending redbuds yet because of the width. With the desire to have uniformity and consistency as well as staggered planting. I dont think the redbud is the smartest tree to use in the medians because of our narrow planting spaces and the width of the redbud.

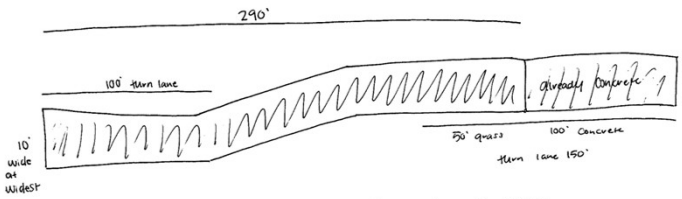
40

Median 20

- Recommend turning this into concrete.
- At its widest this median is 10' wide but only momentarily. Both the left and right side have a turn lane, the right-side turn lane is already done in concrete, but the left side is not and would be a sight distance question for plantings.

41

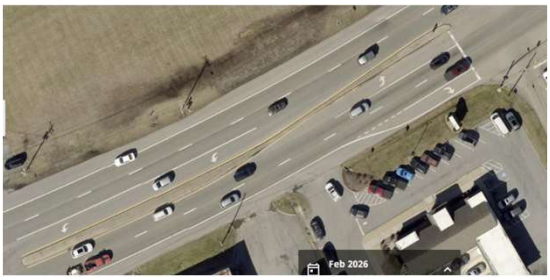
Median 20



* Suggest turning the whole median to Concrete.
most of this median is between 6-8' wide.
Would not Plant a tree, no room for Staggering
Could build a 3' wide mulch bed and row out Perennials/
Very Small Shrubs Unsure why we would. You'd have
one Small row.

42

Median 21



- Pure concrete median, no notes.

43

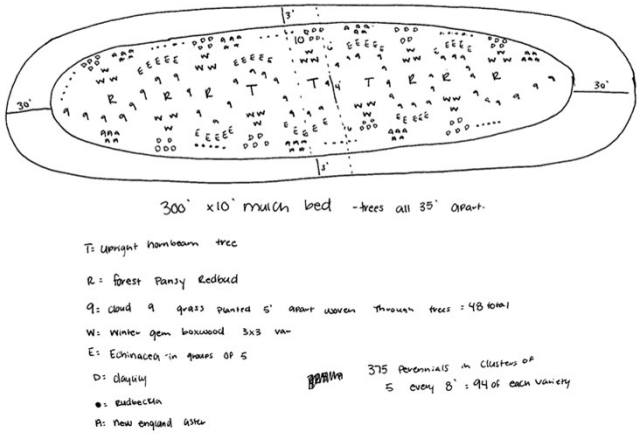
Median 22

- Elevated median maximum 16' wide
- Remove existing trees
- Leave a 3' grass edge
- Leave 30' undisturbed on each end.
- Can support a bed that is 300' x 10'
- Again, leaving a 3-foot grass edge, keeping trees the recommended 6' away from the edge we have a stagger distance of 4' if we keep to the 3' turf edge I am suggesting I do not necessarily think you will be able to tell these are staggered within the 4' margin.

- 300' x 10' geotextile
- 300' x 10' x 3" depth
- Plant 9 trees, trees would start 65' away from the edge 30' into the designated mulch bed.
- Hornbeam trees in the center x3
- Redbud trees on the edges x6
- Boxwood shrubs clusters of 3 alternated on sides in front of trees – 27 total.
- Cloud 9 grass single line woven through trees every 6' 48 total
- Assorted perennials (4 var) in clusters of 5 staggered and alternated 375 total, 94 of each variety.

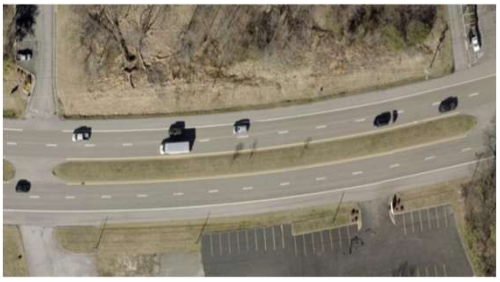
44

Median 22



45

Median 23

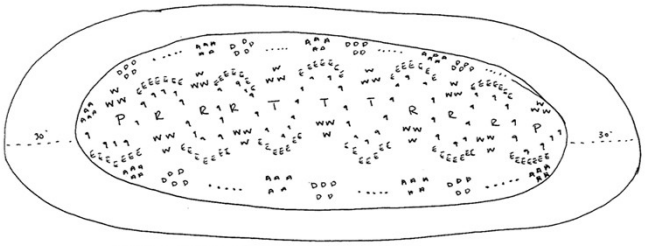


- Elevated median maximum 16' wide
- Remove existing trees
- Leave a 3' grass edge
- Leave 30' undisturbed on each end for sight distance
- Leave a 30' undisturbed area on each side for site distance
- Can support a bed that is 400' x 10'
- Leaving a 3-foot grass edge, keeping trees the recommended 6' away from the edge we have a stagger distance of 4' if we keep to the 35' distance I am suggesting I do not necessarily think you will be able to tell these are staggered within the 4' margin.

- Geotextile 400' x 10'
- Mulch 400' x 10' 3" depth
- 11 trees total will fit every 35' starting 30' into the established mulch bed to leave 60' of clearance by the roadways
- Upright hornbeam in the center x3
- Redbud x 3 on either side of the hornbeam
- Pink velour crepe myrtle x 2 on each end
- Winter gem boxwood alternated and clustered in groups of 3 in front of open trees 33 total
- Cloud 9 grass- every 5' woven 67
- Echinacea in rows of 7 lining the backside of the cloud 9 grass- 77 total
- 167 aster, 167 daylilies, 167 rudbeckia planted in clusters of 5 every 8'

46

Median 23



T: upright hornbeam tree
R: Redbud Pansy Forester
P: Pink velour Crepe myrtle
trees Planted every 35' in a line.
9: Cloud 9 grass - 67 every 6' woven between trees.
W: winter gem boxwood - 33 total
E: Echinacea = 77 total - lines of 7
D: Daylily
• : Rudbeckia A: new england aster

47

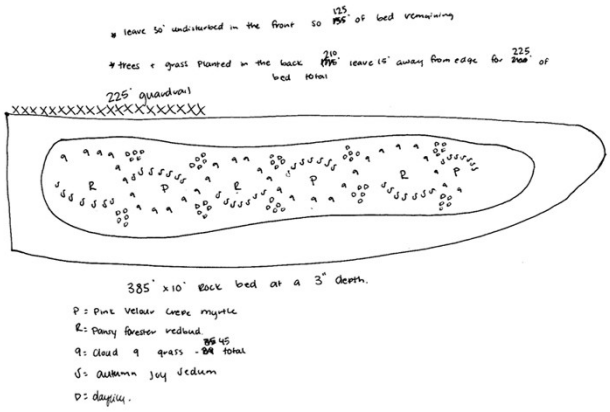
Median 24 right of bridge

- 385' x 10' of geotextile
- 385' x 10' of river rock at a 3" depth
- 6 trees total 3 redbud, 3 pink velour crepe myrtle
- Cloud 9 grass every 6' woven between trees 45 total
- Autum joy sedum alternated on the outsides of the trees in arcs of 7 42 total
- Daylilies and iris planted in groups of 5 in gaps between trees 50 total 25 of each

- Can support a rock bed that is 385' x 10' rock bed leaving 15' of space on the left side and a 30' buffer on the right side to support sight distance. With a 10' rock bed we will also maintain a 3' grass buffer throughout.
- Suggesting only a rock bed at a 3' depth. I do not think this median is depressed enough to warrant trying to create more depth than that. I would also not recommend planting anything, tree, shrub, perennial or grass in any depth of stone greater than a 3".
- This median is 430' long x 16' wide at the narrow portion. Suggesting we could leave the center 3' mostly empty for drainage and add plant material in the 3.5' remaining on each side staggered and would have a 3'-4' grass buffer on the edges.

48

Median 24 right of bridge



49

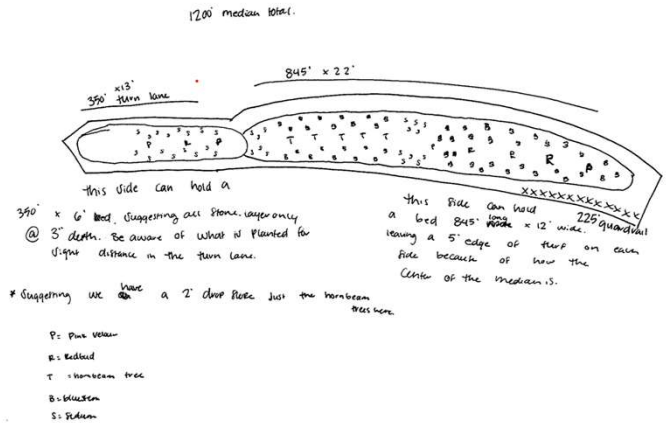
Median 24 left of bridge

- Inverted median with a 2.5-3' drop
- Suggesting rock only bed in this median, not suggesting mulch and rock.
- Turn lane on the left where the median narrows is 350' long x 13' wide. Not possible to plant large grass with site distance restrictions in this portion broken into two sections. Have a 350' x 6' rock bed in the turn lane section.
- Have an 850' x 10' bed in the right section with the slope that drops.

- 845' rock bed x 14' leave extra buffering
- Because of the drop slope keeping things simplified and staggered but more rowed out that other medians.
- Alternate pansy forester redbuds and pink velour crape myrtles on the edges and plant hornbeam trees in the center where the slope is the most dramatic.
- Stagger bluestem grasses on each outside edge and sedum in gaps/ on the left side turn lane.
- 3redbud, 5 pink velour, 5 hornbeam trees
- 340 bluestem grasses
- 175 sedum

50

Median 24 left of bridge



51

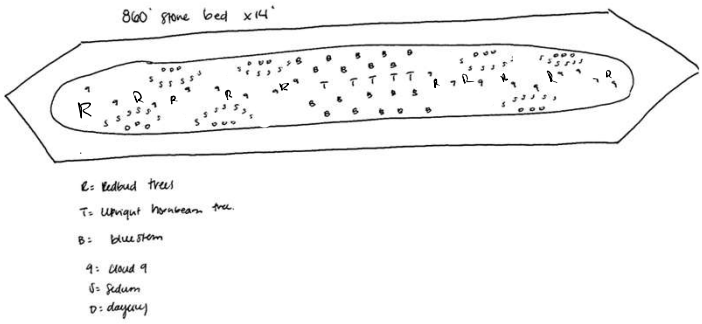
Median 25

- Inverted median with drains, 875' x 20' total. Drains all the way to the edges. Suggesting rock only in the medians.
- 865' x 14' wide at a 3" depth, that will help us maintain uniformity and a 3' turf edge. I do not believe it makes sense to build stone up and once again I would not plant anything in a stone depth more than 3".
- No turn lanes, still would not recommend to plant anything above the 3' mark within 35' of either edge, for people who may be turning.

- 865' x 14' geotextile
- 865' x 14' at 3" depth river rock
- Trees every 55' keep trees back 35' from each edge for site distance
- Redbud trees and upright hornbeam trees 10 redbud and 5 hornbeam
- Bluestem grass 110 total 55 per side in front of the hornbeam trees
- Upright sedum 70
- Daylily 40
- Woven cloud nine grass through center and redbuds 160

52

Median 25



53

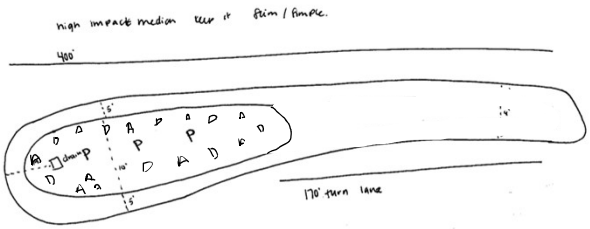
Median 26

- This median gets run over by delivery vehicles very frequently, because of that I want to add a wider grass edge to this median than the others.
- 170' turn lane on the right side, no drain on right side.
- Keep anything planted in the 170' turn lane under 3'
- Suggesting a 10' rock bed that tapers to 4' so the turf edge will be 5' that tapers to 3'.
- This bed is 20' at the widest for 150' keeping 35' away from the edge could support 3 interest shrubs at 35' distances intertwined with perennials.

- 150' x 10' geotextile
- 150 x 10' x 2" depth river rock
- " high impact median" – keep very minimal with just 3 pink velour crape myrtles and light perennials in clusters aster and daylily only 60 total clusters of 3- 45 aster 45 daylily

54

Median 26



P: Pink Velour Crepe myrtle
A= aster cluster
D= daylily cluster

55

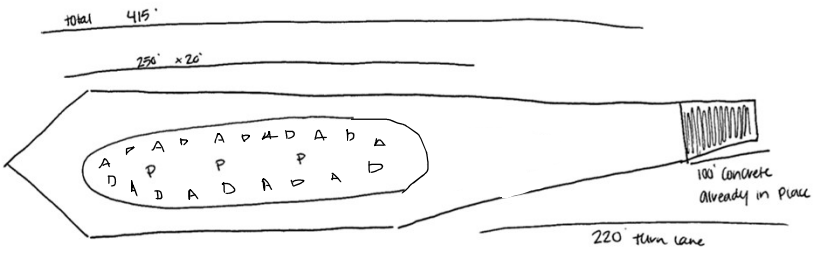
Median 27

- Can support a 375' x 12' rock bed that tapers to 4' would leave a 5' turf edge that tapers to 3'.
- Have a 220' turn lane on the right that is already 100' of concrete. Less concerned of site distance because of the 100' buffer.
- 200' of the bed is 22' wide would only recommend trees in the 200' section of the median. Keeping them 35' away from both edges believe only 3 trees could be planted.

- 250' x 12' geotextile
- 250' x 12' 3" depth of river rock
- Landscaping bed only 250' in larger portion.
- could support trees would only recommend 3 in the left side keeping trees 35' away from the edge
- " high impact median" – keep very minimal with just 3 pink velour crape myrtles and light perennials in clusters aster and daylily only 100 total clusters of 3 every 5' 150 aster 150 daylily

56

Median 27



P= pine Velour

A= aster cluster
D= daylily cluster

57

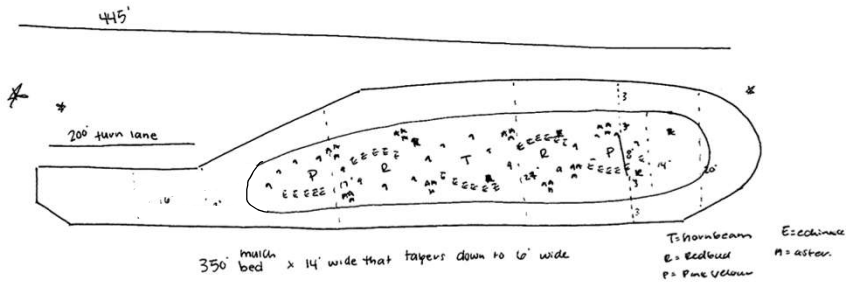
Median 28

- Elevated median, missing curb around the entire median.
- 200' turn lane on the left side 12' wide.
- Can support a mulch bed that is 350' long x 6' wide that tapers up to 14' wide to leave a 3' turf edge.
- Have 215' of area on this median where I would suggest you could plant a tree. For aesthetics suggesting you could get 5 trees on this median.
- Add cement curb edge

- 350x 14' geotextile
- 350 x 14' mulch
- Assorted trees x 5 alternated every 45' apart (straight line would be 6' space for staggering) center hornbeam, redbuds on either side, then pink velour on the outside.
- Woven bluestem with echinacea and aster planted in gaps between, echinacea planted in a curve aster planted in clumps.
- Bluestem every 5' 70 total
- Echinacea every 3' 115 total
- Aster clusters of 5 in corners where grass and echinacea cross 12 clusters total 60 plants.

58

Median 28



9= bluestem

59

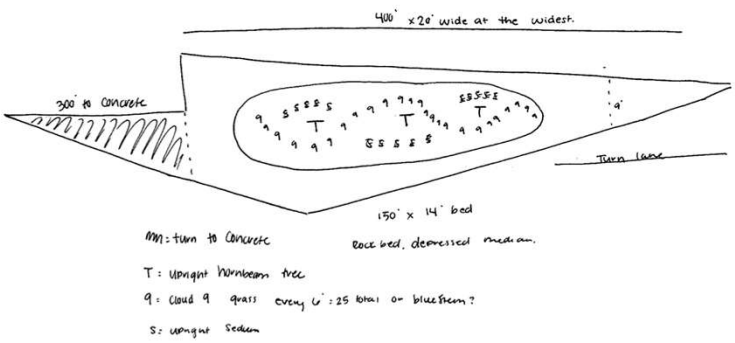
Median 29

- Concrete in the slender turn lane on the left if possible because this is an inverted median.
- Drain on the right side, as well as a 185' turn lane.
- Rock all the way down to the drain, would leave a 55' turf patch at the right side.
- Could support a 345' rock bed that begins at 14' wide and tapers down to 8' wide.
- Keep under 3' in height for plantings in the 185' turn lane to the right.
- Leaving 160' of possible space to plant trees suggesting for aesthetics you could get 3 on the median, with a small shrub on either end.
- Because of the shape of this median, I do not necessarily think staggering trees makes sense of will be aesthetic.
- With this median as well are there plans to change turn lanes for the townhouses?

- 150' x 12' geotextile
- 150' x 12' at a 2" depth river rock
- Planted area is only 150' x 12'. Textile and stone to the drain?
- Three trees centered upright hornbeam tree
- Woven grasses, through trees I would suggest shorter bluestem grass 30 total
- Sedum planted in arcs of 7 around trees 21 total

60

Median 29



61

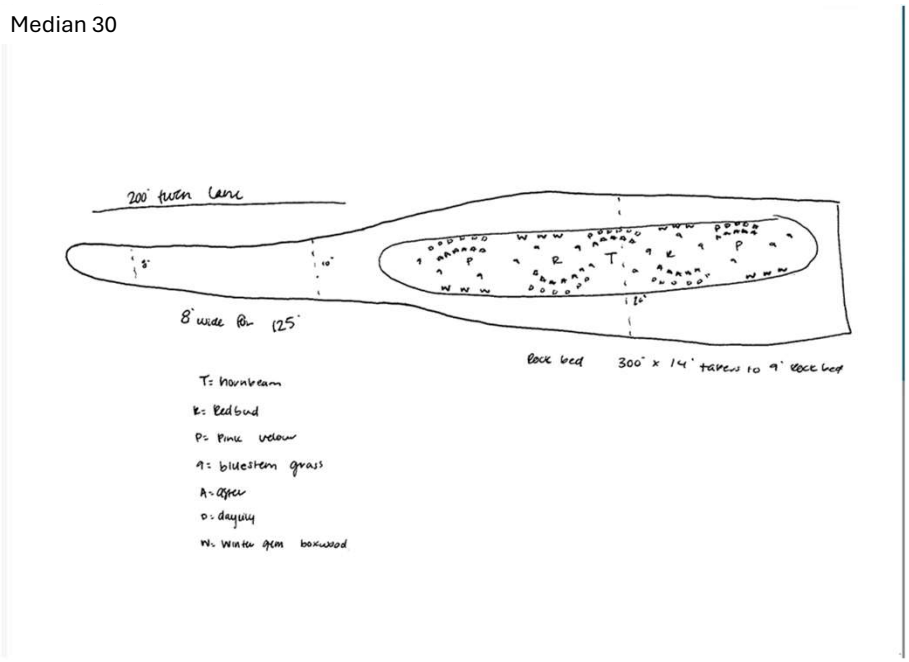
Median 30

- Be aware of power lines going over this median over the turn lane.
- Can support a rock bed that is 350' long x 14' 3" depth wide that tapers down to 9' wide at a 3" depth to leave a 3' turf edge.
- Would be able to stagger because we will have an 8' center area keeping trees 6' off the road. I would recommend to keep things further away from the road, however.
- Keep a 30' buffer on the right and left for sight distance

- 300' x 14' geotextile
- 300' x 14' x 2" depth of river rock
- 5 alternated trees every 45' hornbeam in the center, redbud on each side and pink velour on outside. 1 hornbeam, 2 redbud, 2 pink velour
- Woven bluestem grass through trees every 5' 70 total
- Cluster of aster and daylilies planted in arced rows with aster behind daylilies. Planted 2' apart 175 aster 175 daylilies
- Boxwoods planted in clusters of 3 in the spaces formed by perennials (integrating more contrast into this median to make planting across the street eventually cohesive while being aware I do not think this is a particularly plant friendly median) 15 total

62

Median 30



63

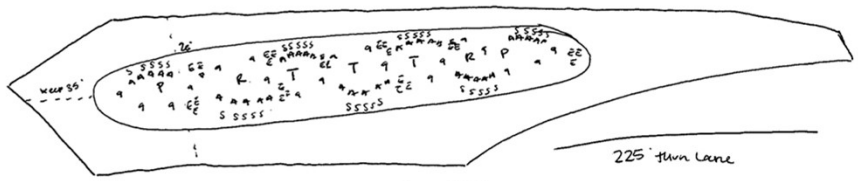
Median 31

- Can support a 400' x 14' 3" depth rock bed that tapers down to 9' to keep a 3' turf edge.
- The turn lane is 10' wide can be planted with small shrubs below 3' appears to be frequently run over so keeping plants away from the right edge would be prudent.
- Could stagger trees in the section of the bed that is 14' wide would have 8' of difference.
- Rock all the way to drain, 625' the narrow portion by the drain is 10' wide.

- 350' x 14' geotextile
- 350' x 14' x 3" depth river rock
- Plant-able space is 350' x 14'
- Assorted trees, hornbeam in the center x3, 2 redbud on sides of hornbeam, 2 pink velour on outsides.
- Bluestem woven through the trees one every 5' 70 total
- Arched aster and daylilies in front of trees void of grass. Planted every 2' 175 daylilies, 175 aster
- Echinacea in gaps/ to fill in foreground where grass turns planted in clusters of 5. 70 total.

64

Median 31



350' x 14' bed that tapers down to 9'

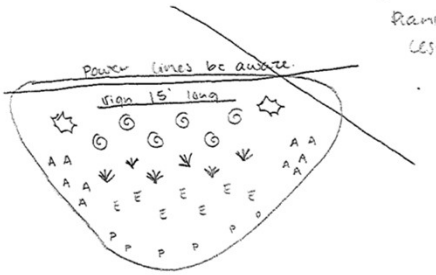
T: hornbeam
R: Redbud
P: Pink Yellow
9: bluestem
A: aster
S: daylily
E: echinacea

65

Proposed landscaping wetlands sign

Proposed landscaping at wetlands sign.

- no pricing/exact totals. unsure exact dimensions
- Because the sign is raised up off the ground larger plants may look less out of place.



: Thuja green giant

: dwarf holly shrub/hydrangea?

: Bluestem grass

A: Aster

E: Echinacea

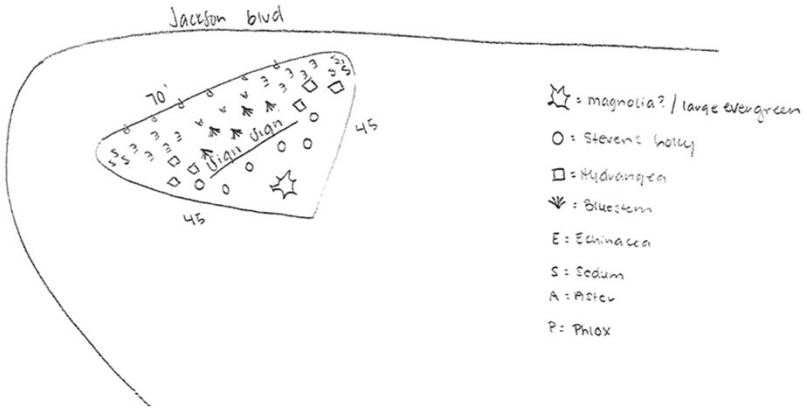
P: Phlox

66

Proposed landscaping welcome to Jonesborough sign

Proposed new sign landscaping.

- not including pricing or totals until we have the location of the sign / angle and proximity to road for accurate dimensions / totals.



67

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** 8-E

SUBJECT: Courthouse Square Lease Agreement

BACKGROUND:

The Town has received a request from Troy Boane, prospective tenant and current owner of Jackson's Prime restaurant located downtown, requesting a lease to be considered on a portion of publicly owned space to be utilized for outdoor dining for a restaurant located at 109 Courthouse Square. The attached Lease Agreement provides in-depth detail of the proposal before you. A survey completed by McCoy Land Surveying identifies 1100.1 square feet of Open Space owned by the Town, situated along Dogwood Lane, and abutting 109 Courthouse Square.

The proposed lease agreement is between the Town of Jonesborough Board of Mayor and Aldermen, owners of the open space along Dogwood Lane and Wolfe Development GP, owners of 109 Courthouse Square adjoining the open space.

The current building has been utilized as different restaurants over decades. Outdoor dining has occurred in front of the storefront in the past, and outdoor dining has in the past been located within the Open Space area under consideration.

The Board of Mayor and Aldermen should consider leasing a designated portion of Town-owned open space to a downtown restaurant for outdoor dining as a strategic downtown revitalization and economic-development initiative. The desire from the public to have more restaurants located downtown to provide choice is relevant, and restaurants with available outdoor dining spaces are a great amenity.

During the unprecedented pandemic, COVID, much discussion in our nation, including our Town, ensued regarding the availability of open space to provide for outdoor dining options as part of the public health initiatives.

The proposed lease would provide productive use for an otherwise underutilized public space while creating an attractive and active gathering area within the downtown district. Outdoor dining can contribute to a more vibrant pedestrian environment, encourage people to spend additional time downtown, and complement existing businesses, events, and public spaces. Additionally, the owner will be providing for ADA access to the front of the building for the first time in the history of the building's existence.

The proposal is in line with other initiatives downtown that support downtown economic development and enhance our vibrant downtown experience. The advantage of the outdoor

dining space is a broader benefit to downtown restaurant customers visiting other shops, businesses, attractions, and public spaces before or after dining. Increased pedestrian activity will help promote a more welcoming environment for the entire downtown business district.

The Town promotes our historic downtown and visitor-oriented activities, and as such, outdoor dining can enhance the experience of residents and visitors. A well-designed dining area, which is being proposed, would complement downtown architecture, streetscapes, festivals, shopping, and other community activities.
A lease provides the Town with a reasonable financial return for the private use of public property while maintaining public ownership of the property, including increased sales tax and alcohol tax revenues. The lease establishes Lessor and Lessee responsibilities, with major improvement responsibilities by the Lessee (see RESPONSIBILITY OF LESSEE for detailed information).

Overall, the lease provides a controlled use of the town owned property, protects the public interest based on controlled use of the open space area, establishes a standard for responsible use of the open space, and is viewed as a downtown economic-development and placemaking initiative creating additional activity, pedestrian traffic, and vibrancy in our historic downtown district.

RECOMMENDATION:

Approve the Lease Agreement between the Town of Jonesborough Board of Mayor and Aldermen and Wolfe Development GP.

LEASE AGREEMENT

THIS LEASE AGREEMENT, made and entered into the __ day of September 2026 by and between the Town of Jonesborough Board of Mayor and Aldermen, owners of the open space along Dogwood Lane and described below hereinafter called the LESSOR and Wolfe Development GP the owners of 109 Courthouse Square adjoining the open space referenced above in Jonesborough, Tennessee, hereinafter called the LESSEE.

The Jonesborough Board of Mayor and Aldermen having found that it is in the public interest to enter into this Lease Agreement for economic and community development purposes and to compliment other projects in downtown Jonesborough and for the improvement of the area known as "Dogwood Lane" along the banks of Little Limestone Creek do enter into this Agreement.

WITNESSETH:

That for and in consideration of the annual rental hereinafter set forth, and the conditions and natural covenants hereinafter contained, the LESSOR does hereby let, lease and demise unto the LESSEE the hereafter described property, situate, lying and being in the 15th Civil District of Washington County, Tennessee, hereinafter referred to as the PROPERTY and more particularly described as follows:

> The 1101.1 Sq. Feet, 0.03 Acres+/-, Open Space identified on attached survey by McCoy Land Surveying titled "Open Space Area Mayor & Alderman of Jonesborough dated 8/31/2026 and further described as parcel 018.01 of Washington County Tax Map 060A, Group F, and associated with adjacent parcel 019.00 of Washington County Tax Map 060A, Group F, located at 109 Courthouse Square in downtown ("Business") Jonesborough, Tennessee.

EFFECTIVE DATE and TERM: This lease will take effect as of the 15th day of September 2026 and will terminate 15th day of September 2046, unless sooner terminated under the provisions herein.

GENERAL PROVISIONS:

- The Property shall serve as an outdoor dining area for the future restaurant business in connection with the property. Any other use of the property under this lease will require written approval of the Lessor.

- The primary use of the Property will include consumption of beverages and/or food served in connection with the business.

- For purposes of this Agreement, "outdoor dining" shall include an exterior area designed and used in connection with a restaurant for the seating and service of patrons. Such area may include tables, chairs, benches, umbrellas, approved shade structures, <u>roofing and/or other exterior improvements</u>, planters,

landscaping, decorative fencing or screening, patio surfaces, lighting, outdoor heating elements, accessibility improvements, and other similar features customarily associated with an outdoor restaurant dining area. Any permanent structures, improvements, utilities, signage, or other improvements to the Property shall be subject to all applicable Town approvals, codes, ordinances, and permitting requirements.

RESPONSIBILITY OF LESSEE:

The Lessee shall be responsible for the following:

1. Providing all furnishings, signage, plant materials, and construction materials and labor to implement the outdoor dining plan.

2. Within a reasonable time, undertaking the implementation of the plan for the Property based on the outdoor dining plan, which is accepted by both parties and added as an attachment to this Agreement.

3. Obtaining approval from the Historic Zoning Commission (HZC) of any components that requires HZC approval and prior to implementing the outdoor dining plan.

4. Remove the birch tree which is in the area to be developed for outdoor use as identified by the Parties upon execution of the Lease.

5. Will retain signage currently existing and accommodate updating and replacement of like-signage by the Lessor naming the walkway/sidewalk across the property for Doug Newton.

6. On-going maintenance and care of the Property including:

    a. Maintenance and upkeep of the outdoor dining area to prevent any injury or an unacceptable appearance.

    b. Watering, pruning, fertilizing and general care of plant material, including mowing.

7. On-going maintenance and care of additional property owned by the Mayor & Aldermen of Jonesborough contiguous with the Property, and identified as parcel 025.00 of Washington County Tax Map 060A, Group F, including:

    a. Watering, pruning, fertilizing and general care of all plant material, including mowing if needed, <u>however maintenance and care of the creek itself and the</u>

banks immediately adjacent to the creek is NOT the responsibility of the LESSEE.

RESPONSIBILITY OF LESSOR:

The Lessor shall be responsible for the following:

1. Provide assurance that the LESSOR is the owner of the property leased to the LESSEE, as identified on the survey titled “Open Space Area Mayor & Alderman of Jonesborough.

2. Repairing and maintaining the town-owned sidewalk, known as Dogwood Lane, from Fox Street to Courthouse Square during the term of the lease.

RENT:

In consideration of the leasing of the above-described Property, LESSEE shall pay LESSOR, as in-kind consideration in lieu of monetary rent, by assuming full responsibility for the maintenance, upkeep, and care of all of parcels 018.01 and 025.00, including all areas comprising such parcels, for the duration of this Lease, and with other considerations as set forth within this lease.

LIABILITY/HOLD-HARMLESS:

The LESSEE shall execute a Hold-Harmless policy, releasing the LESSOR of liability for activities undertaken by the LESSEE on or within the Property and the additional parcel 025.00. The LESSEE shall also provide proof of a liability policy with a minimum single claim protection of up to $1,000,000 and listing the LESSOR as "other insured" on the policy.

TERMINATION:

Upon termination, all permanently placed plant material and other permanent components shall become the property of the LESSOR. LESSEE will at the request of LESSOR return the property to a similar condition as at the beginning of this lease, including removal of all structures requested by the LESSOR within 90 days of the termination of the lease.

DEFAULT:

At any time during the term of this lease, the LESSEE does not meet the minimum expectations for proper maintenance and appearance of the Property, including the additional parcel 025.00, the LESSOR may provide written notice to the LESSEE of an intended declaration of default. Said Notice of Forthcoming Default shall indicate the area(s) needing improvement and providing forty-five (45) days to make the necessary corrections. If the LESSEE has not taken adequate corrective action or submitted a corrective plan that is acceptable to the LESSOR, which approval not

being unreasonably with-held, within 45 days from the receipt of the Notice, the LESSOR has the authority to immediately terminate the lease.

IN TESTIMONY WHEREOF, the Parties have hereunto set their hands and seals on this the ___ day of September 2026, binding themselves, representatives, successors and assigns.

LESSOR:

Board of Mayor and Aldermen

By: _____
Adam Dickson, Vice-Mayor

LESSEE:

Wolfe Development GP

By: _____
Jennifer Wolfe

ATTEST:

By: _____
James R. Wheeler, Town Attorney

McCOY LAND SURVEYING
806 E JACSKON BLVD STE 11
JONESBOROUGH, TENN 37659
PH- 423-753-9192

I HEREBY CERTIFY THAT THIS IS A CATEGORY 1 SURVEY AND THE RATIO OF PRECISION OF THE UNADJUSTED SURVEY IS 1-10000+ AS SHOWN HEREON AND COMPLIES WITH THE CURRENT TENNESSEE MINIMUM STANDARDS OF PRACTICE.

THIS PROPERTY IS SUBJECT TO ALL RIGHT OF WAYS AND EASEMENTS RECORDED AND/OR UNRECORDED.

THIS SURVEY WAS DONE WITHOUT THE BENEFIT OF A TITLE REPORT.

THE ENTIRE PROPERTY SHOWN HEREON DOES LIE IN A SPECIAL FLOOD HAZARD AREA.

TYLER GREGG McCOY
REGISTERED LAND SURVEYOR
AGRICULTURE
COMMERCE
TENNESSEE NO. 2817
8-31-26

OPEN SPACE AREA
MAYOR & ALDERMAN OF JONESBOROUGH

15TH CIVIL DISTRICT WASHINGTON COUNTY TENN
SUBJECT PROPERTY TAX MAP: 060A GRP: F PAR: 018.01
SUBJECT PROPERTY DEED REF: DB-588 PG-153
SCALE 1-20 DATE: 8/31/2026
DRAWN BY TGM

0 20 40 60

TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION

DATE: September 14, 2026 **AGENDA ITEM #:** 8-F

SUBJECT: Town Hall Parking Lot Expansion Plan

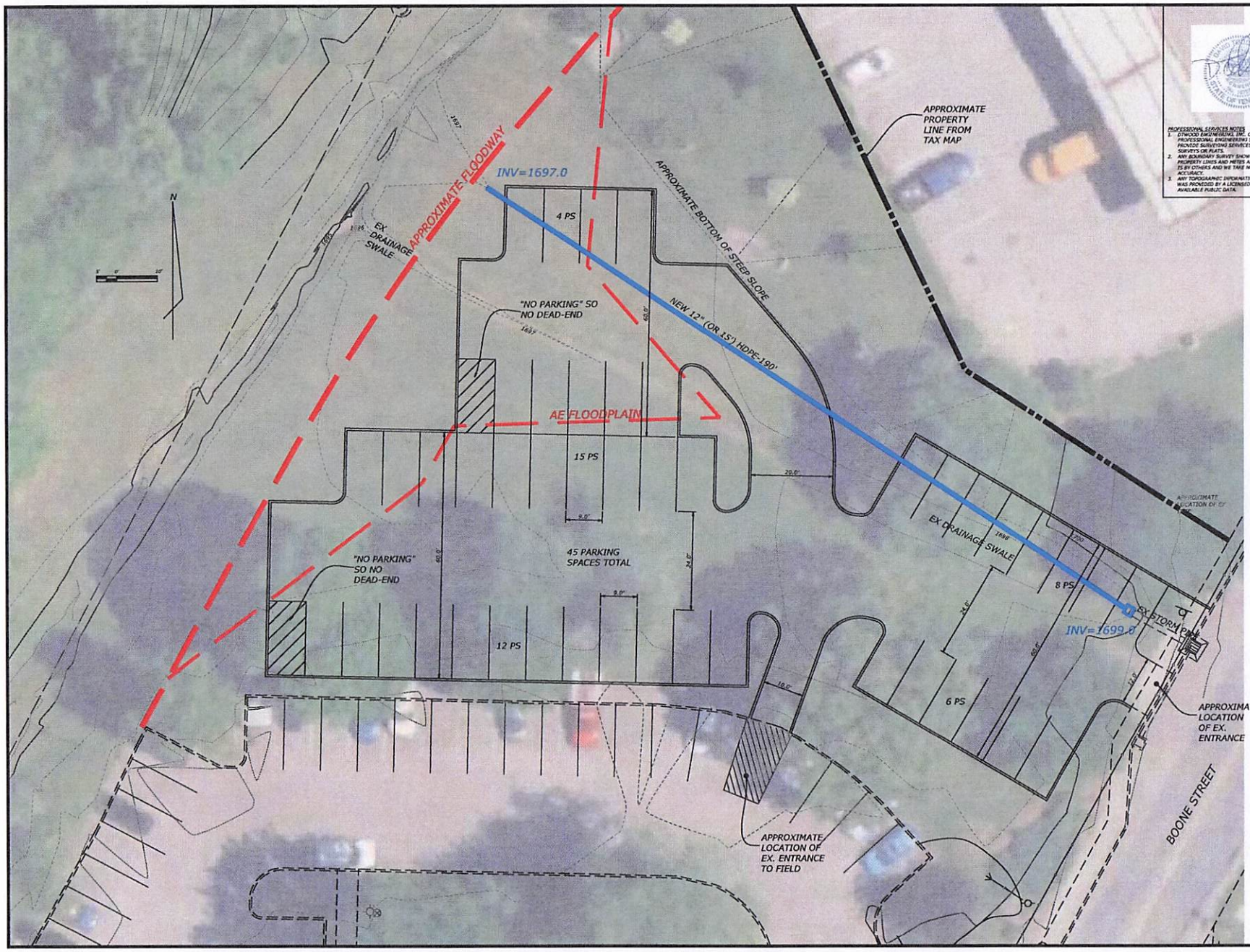
BACKGROUND:

Anyone who frequents Town Hall understands we have a parking problem. As staff has grown over the years, the parking lot has not. At traffic court on Thursday mornings, the parking lot is often full, and employees are left with nowhere to park.
Staff have been working with Todd Wood to develop a plan for additional parking. That plan is attached. The plan will require the removal of the current trees between Town Hall and the Roadrunner Market. This is just the trees that run parallel with the parking lot. Most of these trees are mature and some are dying. The proposal for the new parking lot would be to remove these trees and replace them with more appropriate trees and landscaping.
The cost for the new parking lot is estimated as follows:

- 835 feet of extruded curb at $20.00 per foot - $16,700.00
- 16,800 square feet of 6-inch-deep crusher/run stone – 9 tons – $275.00
- 16,400 square feet of 2-inch-deep asphalt binder – 8 tons – $900.00
- 16,00 square feet of 1.5-inch-deep D-Mix asphalt – 7.5 tons – $975.00
- 190 feet of 12-inch HDPE storm pipe – $1,585.00
- 1) 2-foot x 2-foot x 3-foot-deep storm inlet - $625.00
- 1) concrete wing wall – $495.00
- **Total Project Cost …… $21,555.00**

This was not a budgeted item for the 2026/2027 fiscal year. We can fund the project with the Street Department's current budget, or the paving line item from the capital projects, or a combination of both.
The parking lot plan as designed by Engineer Tood Wood is attached.

RECOMMENDATION:
Approve the Town Hall parking lot expansion plan as presented.



1-23-26

PROFESSIONAL SERVICES NOTES
1. DTWOOD ENGINEERING, INC. ONLY PROVIDES PROFESSIONAL ENGINEERING SERVICES AND DOES NOT PROVIDE SURVEYING SERVICES INCLUDING BOUNDARY SURVEYS OR PLATS.
2. ANY BOUNDARY SURVEY SHOWN ON THIS PLAN WITH PROPERTY LINES AND METES AND BOUNDS DESCRIPTION IS BY OTHERS AND WE TAKE NO RESPONSIBILITY FOR ITS ACCURACY.
3. ANY TOPOGRAPHIC INFORMATION SHOWN ON THIS PLAN WAS PROVIDED BY A LICENSED SURVEYOR AND/OR AVAILABLE PUBLIC DATA.

DTWood Engineering, Inc.
Land Development Design and Consulting
PO Box 4173, Johnson City, Tennessee 37602
423-791-4710 todd@dtwoodengineering.com

NO.	REVISIONS	BY	DATE

PREPARED FOR:
TOWN OF JONESBOROUGH

PARKING PLAN
TOWN HALL
123 BOONES STREET
JONESBOROUGH, TENNESSEE

DATE: 1-23-26

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