

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

MEETING NOTICES

MONDAY, FEBRUARY 12, 2024

7:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

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

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

REGULAR MEETING

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

CONSENT AGENDA

1. Approval of Minutes
2. Approval of Bills
3. Town Administrator Report
4. Operations Manager Report
5. Committee Reports
6. Supervisor Reports
7. Mission Statement – Senior Center MyRide Program
8. Little League Concession Agreement for the 2024 Season

9. Declaration of Town Equipment as Surplus
10. Special Event Application Requests:
 - a. Mill Spring Makers Faire
 - b. Jonesborough Locally Grown – 2024 Farmers Market & 3rd Thursday Burger Nights
 - c. Girls on the Run 5-K
 - d. 2024 Music-On-The-Square Season
 - e. 2024 Brews & Tunes
 - f. 2024 Memorial Day and Veterans Day Events
11. Outdoor Use Area Permit Renewal Application Requests

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Committee Appointments
 - b. Proclamation for National FFA Week
 - c. Employee of the Month
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments
6. **OLD BUSINESS**
 - A. Discussion and possible action of the Boone Street/East Main Street Intersection Work;
7. **NEW BUSINESS**
 - A. Discussion and possible action concerning approval of an Addendum to the Town of Jonesborough's Personnel Policy in regard to Emergency Leave;
 - B. Discussion and possible action concerning approval of an Audit Contract with Blackburn, Childers & Steagall for Fiscal Year 2023-2024;
 - C. Adjournment.

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 1 *Consent Agenda*

SUBJECT: Approval of Minutes

Attached for BMA approval are the minutes of the January 8, 2024 regular meeting.

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JANUARY 8, 2024

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, January 8, 2024, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. There were none. Alderman made the motion, seconded by Alderman , and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the November 13, 2023 and December 11, 2023, Regular BMA meetings.
2. Approve the following bills for payment:

Insert Payment

3. Approve the following Town Administrator Report:

Insert Report

4. Approve the following Operations Manager Report:

Insert Report

5. Approve the following Committee Reports: Board of Zoning Appeals, Planning Commission, Senior Citizens Advisory Committee, Historic Zoning Commission, and Traffic Advisory Committee.
6. Approve the following Supervisor Reports: Director of Tourism and Main Street, Utility Manager, Water Distribution, Water Quality, Water Treatment, Wastewater, McKinney Center, Senior Center, Police Department, Building Inspector, Animal Control, Street Department, Director of Special Events, and Fire Department.

7. Accept the retirement of Phil Fritts as Fire Chief with the effective date May 31, 2024.
8. Approve the Town Recorder Contract with Janet Jennings, as presented.

Insert Agreement

Communications from the Mayor was the next item on the agenda. Mayor Vest said that the Jonesborough Firefighters was present to honor and present a prestigious award honoring the actions of Kyle Trobaugh. Mayor Vest asked Kyle Trobaugh to come forward and Mayor Vest read the following statement from the Firefighters:

On the morning of December 5, 2023, in the face of a life-threatening situation, Kyle Trobaugh demonstrated extraordinary bravery and took decisive action. It is with great humility and honor that we stand here today to recognize and celebrate this exceptional act of heroism. When the call to action came, Kyle answered with unwavering determination and courage. In those critical moments, he became a beacon of hope, a guardian angel, and a true lifesaver. Most of us will go our entire life without having to make the decision to act when life is on the line. Kyle Trobaugh didn't hesitate to. His quick thinking, bravery, and compassion have undoubtedly made a lasting impact on those he saved and on all of us who witnessed this moment.

It is with great honor, admiration, and gratitude that we recognize Honorary Firefighter Kyle Trobaugh as a Lifetime Member of the Jonesborough Fire Department and present him with his very own Fire Helmet and Life Saving Medal, for his actions that resulted in successfully saving the lives of his ten-year old sister and seven-year old brother on the morning of December 5, 2023.

Mayor Vest asked Amber Crumley to come up to accept the Employee of the Month Award. Mayor Vest read the following:

I would like to nominate the Town of Jonesborough Director of Events, Amber Crumley, for employee of the month. Amber Crumley continually goes above and beyond her job duties justifying her Employee of the Month Nomination. Amber stepped into her new role over the summer and I can say it has been one of the most seamless transitions. She had about a month and a half to plan the Jonesborough Days Festival, the Town's biggest and most involved event of the year. A number of town staff, across varying departments, made comments about how organized the festival was and how smooth everything went. As most of you know, Jonesborough Days is a feel-good community event and not necessarily intended to make money. As far as I am aware, we made more money from this event than ever before. Amber worked hard to get last-minute sponsors and find other creative revenue sources. The Festival ended with a powerful \$34,283.75 in profit. Amber implemented new additions to events such as Halloween Haunts & Happenings, was a big part in the success of JAMSA's Pumpkin Fest. The popular

Raven's Alley and laser tag, during Halloween Haunts and Happenings, are just two examples of successful additions. As the holidays approached, she went full force into lining everything up for the 4-week Christmas in Olde Jonesborough series. We saw recording-break attendance at the kickoff on Saturday November 25th. We all agree that this rise in events has partially been organic. But nonetheless, with that rise in attendance creates a need for a higher level of organization as well as additional activities. Amber was extremely thoughtful and proactive. Her conversations constantly consisted of asking the question, "what else can we do to make this event better". Even with Amber tossing in new additions to events, she never lost sight of honoring the Town's traditions. Her work is superior in the fact she always pushes to the highest level of excellence. Past excelling at her job, Amber is one of the first staff members to lend a hand when it is needed. I couldn't possibly count the number of times Amber has jumped in to help another employee or to assist another department. She sees when someone may be a bit overwhelmed and assists without even being asked. Never does she complain, she just gets the task done. The trait about Amber that is to be commended is that when someone does need help she never makes them feel less then, and encourages them until the job is done. Amber has continued to manage the Town's ticketing system. This system also serves groups like JRT, JAMSA, Garden Gala, etc. During the fiscal year of 2022-2023 the Town made \$420,000 in ticket sales. Amber oversees every aspect of this process from coordination with the group hosting the event to conducting the financial close out report. She inputs each and every ticket that is sold, she trains the hosts at the Visitor Center how to utilize the system, as well as troubleshooting, and answering patrons questions. The amount of time she puts in to ensure everything runs smooth with ticketing is worth commending. Her efforts towards this essential function for the Town keeps many departments running. Town of Jonesborough is very fortunate to have Amber Crumley as an employee and she is more than deserving to be the Town's employee of the month.

Submitted by: Cameo Waters, Director of Tourism and Main Street

Mayor Vest asked Amber Crumley if she had any comments. Amber Crumley said she really appreciates working with a great team and was thankful to be nominated.

Mayor Vest read the following Proclamation honoring the legacy of Martin Luther King, Jr. through the national MLK Day of Service and local MLK-related events:

INSERT PROCLAMATION

Mayor Vest said the Town had a great 2023 Christmas Season and complimented the Marketing and Tourism and Event Planning staff for their hard work and efforts. Mayor Vest expressed his appreciation to Glenn Rosenoff and Craig Ford and staff for getting the new Jonesborough K-8 school project open along with the roadwork updates on North Cherokee Street and their work with TDOT in getting the traffic signal installation at East Jackson Blvd and Tiger Way. Mayor Vest said he appreciates the hard work and efforts of the volunteers serving as members on the Town's various committees.

Mayor Vest said the Police Department issued 273 citations during the month of December 2023, with 97 for speeding, 19 – financial responsibility, 33 – registration violation, 1 – seatbelt law, 9 - failure to obey traffic control device, 1 – due care, 58 – light violations, 39 – hands-free cell phone use/cell phone in a school zone, 181 – written warnings issued for various violations; 7 – parking citations, and 2 – Municipal Ordinance Violations. Mayor Vest said that there 35,000 vehicles pass through Jonesborough on a daily basis and appreciates all that the Public Safety Department does.

The next item on the agenda was the approval of the Financial Report. Mayor Vest announced that it great to get see the report from Jonesborough Locally Grown showing over \$500,000 in revenue. Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Wolfe asked Town Recorder Janet Jennings about the Town's financial status. Janet Jennings reported that the Town is in a good place this point of the year with property tax collections, we're at 41% with two months left to collect. Sales taxes are experiencing good growth again for the month of October. Ms. Jennings said sales, which we received in December, were at 7.32% growth year to date. The 7.32% is compared to last October. Mayor Vest called for a motion if there were no further questions. Alderman Wolfe made the motion to approval the Financial Report as presented, seconded by Alderman Dickson and it duly passed.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. There were no comments.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Countermine said December events were great and staff did a very good job. Alderman Wolfe said there was an incredible crowd at the Christmas parade with an estimated attendance of 25,000 people, and expressed his appreciation to Town staff for the excellent job they did in pulling everything together for a great parade. Alderman Wolfe said he has had numerous people involved with the construction of the school tell him how fortunate the Town was to have Rachel Conger working at the school doing everything she did in planning and planting for the landscaping at the new school site, and many others who helped make that project happen at the very last minute.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had any comments. Jim Wheeler said there was nothing to report at this time.

The first item under New Business was the Audit Report for Fiscal Year 2022-2023. Mayor Vest said Siena Rambo of Blackburn, Childers and Stegall, PLC, was present to address the FY22-23 Audit Report. Siena Rambo said the audit went very well. Ms. Rambo said the FY22-23 Audit is an unmodified report (best opinion/clean audit) and the testing on grants is also an unmodified report. Mayor Vest thanked Siena Rambo for presenting the Audit Report. Mayor Vest called for a motion to accept the audit report as presented. Alderman Wolfe made the motion to accept the FY2022-2023

Audit Report as presented by Blackburn, Childers and Steagall, PLC, Aldermen Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval of a Professional Services Contract with Community Development Partners, LLC (CDP) for the Local Parks and Recreation Fund (LPRF) Grant in the amount of \$65,000, and administrative services is already included in the grant budget. The proposed contract includes: (a) Project Management, (b) Project File set-up, (c) Regulatory compliance pertaining to the LPRF project as directed by the Tennessee Department of Environment and Conservation, (d) Preparation of pay requests, and (e) Project Close-Out. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve the Professional Services Contract with Community Development Partners, LLC (CDP) for the Local Parks and Recreation Fund Grant in the amount of \$65,000 as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT CONTRACT

The next item on the agenda was the approval of a Short Form of Agreement Between Owner and Engineer for Professional Services with GRW Engineers, to work with the Town in preparing an Asset Management Plan (AMP) for the water and sewer utilities as requested by TDEC utilizing ARPA Funds, in the amount of \$70,000. Mayor Vest asked Town Administrator Glenn Rosenoff for his comments. Glenn Rosenoff said The AMP is not only necessary to meet TDEC ARPA requirements but is necessary to supplement the utility rate study being performed by MTAS, as well as our funding applications for both the new Water Plant Project and 24-inch Water Transmission Line Project. Mr. Rosenoff said this project will also include moving the Jonesborough on-line GIS website update from the current site that is published from GRW's ArcGIS Server to the ESRI ArcGIS on-line site. He said we have been informed by ESRI that to follow their software licensing policies, GRW will have to transfer the Jonesborough GIS website to an ESRI cloud-based website. He said the new ArcGIS On-Line based website will still be accessible by Jonesborough staff, including up to 5 users, via standard web browser software so no new hardware or software will be required in Jonesborough. Mr. Rosenoff said the main difference is that Jonesborough users will each have to use their own login to access the GIS website; and the total cost of the GIS work is \$15,000 with \$13,900 going to create the new GIS website plus \$1,100 to allow 5 Jonesborough staff members to access the website. Mr. Rosenoff said GRW's proposal is reasonable as the AMP will be used to supplement the utility rate study and funding opportunities now and in the future. He said the funding source for the \$55,000 is part of the overall ARPA funding already in place, and also transitioning us to the ESRI GIS platform must be done and the cost is reasonable to advance our GIS technology needs. Mr. Rosenoff said the funding source for this part of the proposal will be divided between the Water and Sewer budgets and will not have a negative impact on their overall FY24 budgets. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Wolfe asked if there is a cloud based cyber security plan in place. Glenn Rosenoff said this is cloud based and staff is already working with Sharp in regard to the cyber security plan. With there being no further questions or comments, Mayor Vest called for a motion. Alderman Wolfe made

the motion, seconded by Alderman Dickson, to approve GRW's proposal "Short Form of Agreement Between Owner and Engineer for Professional Services" to work with the town in preparing an Asset Management Plan (AMP) and for the GIS Website Update for a total of \$70,000, as presented. The motion was duly passed.

INSERT AGREEMENT

The next item on the agenda was approval of a Resolution for the Town's participation in the 2023-2024 Public Entity Partner's (PEP) Driver's Safety Grant Program. The grant is a 50/50 match with the funds being used to supplement the Town's Fleet Vehicle Tracking System (GPS System). The grant match is approved for \$5,000, and the Town will spend \$10,000 to be reimbursed \$5,000, and the match is funded through the current FY24 budget. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Causey asked if all the Town vehicles have GPS. Operations Manager Craig Ford replied yes. With there being no further questions or comments, Alderman Dickson made the motion approving the Resolution authorizing the participation in Public Entity Partner's James L. Richardson Driver Safety Matching Grant Program to supplement the Town's Fleet Vehicle Tracking System (GPS system), as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of a Resolution for the Town's participation in the 2023-2024 Public Entity Partner's (PEP) Property Conservation Matching Grant Program. The grant is a 50/50 match with the funds being used to install a Fire and Burglar Alarm System along with a Security Card Reader System to the Police/Fire Training Building and Town Employee Gym Complex at Persimmon Ridge Park which will reduce liability on the Town by making the building safer and more secure. The grant match is approved for \$5,000, and the Town will spend \$10,000 to be reimbursed \$5,000, and the match is funded through the current FY24 budget. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion approving the Resolution authorizing the Town to participate in the Public Entity Partner's Property Conservation Matching Grant Program and to approve the grant match of \$5,000 for the Fire and Burglar Alarm System along with a Security Card Reader System to the Police/Fire Training Building and Town Employee Gym Complex at the Persimmon Ridge Park, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval to renew the five-year agreement with the City of Johnson City to perform repair services on the Town's traffic signals. The proposed new five year agreement includes the same language as the previous agreement, and the following rate structure:

\$63.00 - Hourly Labor Rate
\$14.00 - Hourly Equipment Rate
\$50.00 - Hourly Aerial Equipment Rate
110% - Material Cost (same percentage as the 2018 agreement)
\$94.50 - After-Hours Labor Rate

Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve the Traffic Signal Service Agreement with the City of Johnson City, subject to the review of the Town Attorney, and authorize the Mayor to sign the agreement. Alderman Countermine seconded the motion and it was duly passed.

INSERT AGREEMENT

The next item on the agenda was approval of a Special Event Application request from Jonesborough Locally Grown for a Market and Mingle to be held on Saturday, April 27, 2024, from 10:00 a.m. to 2:00 p.m., with an estimated attendance of 500 people. The street closure request includes Main Street between Fox Ave and Second Ave, from 8:00 a.m. to 4:00 p.m. for the purpose of permitting 30 vendor booths to be set up. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve the Jonesborough Locally Grown Special Event Permit Application for a "Market and Mingle" on April 27, 2024, including road closure, as presented. The motion was seconded by Alderman Wolfe and duly passed.

The next item on the agenda was approval of the Jonesborough Saint Paddy's Celebration to be held on Saturday, March 16, 2024. A parade will be incorporated to this year's festival which will be limited to 20 – 40 entries, being lined up in the Library parking lot and Sabine Drive, with the route going down Boone St, Main St, taking a right onto Second Ave, taking a right on West College St and back to the Library lot. The closing of streets and schedule of events is as follows: Closure of Main Street from 6:00 p.m., Friday March 15th for vendors to set up, through 8:00 p.m., Saturday, March 16th; close Boone St for the parade beginning at 10:30 a.m. to 12:00 noon; St. Paddy's Fun Run will be at 3:00 p.m., beginning and ending, at the Storytelling Plaza; Shamrockin' on the Plaza will be from 4:00 p.m. to 7:00 p.m., with the Celtic Band playing at 5:00 p.m. and Main Street Café and Catering will serve Irish foods and Depot Street Beer; and the Highland Game demonstrations and hands-on experiences will take place in Storytelling Park throughout the day. Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Dickson said it is exciting to see our Main Street Committee and our Main Street initiative under Cameo Water's watch really develop and thrive. Alderman Dickson said this Saint Paddy's Celebration is a part of that and its very exciting to see the very creative and fresh ideas. Alderman Dickson said he just wanted to make sure that the Fun Run starts at the Storytelling Center, go up to Second Ave, go the trail and then to the Depot Street Brewery and then come back up Depot Street; and his question is for the residents on Fourth Ave and on down to the Washington Farmers Co-op if there has been any thought or if there is need about notifying them that the streets will be blocked off. Cameo Waters said that they can notify the residents in that area and it only

be closed for about 30 – 45 minutes total. Ms. Waters said they always say a maximum of one-hour but it is usually wrapped up before then. With there being no further comments, Mayor Vest called for a motion. Alderman Dickson made the motion to approve the Jonesborough St. Paddy's Celebration as presented. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval of an agreement with Mattern & Craig, Engineers, for a Warrant Study of West Jackson Blvd at Payne Road, which was discussed and voted on by the Traffic Advisory Committee at their December 2023 meeting to recommend that the Town pursue a warrant study of this area. Staff has contacted Mattern & Craig for a proposal to perform signal warrant analyses (Warrant Study) that would be submitted to TDOT for their concurrence that a traffic signal is warranted at this intersection. The study will include analyses of W Jackson Boulevard (US-11E) at Payne Road, and College St (SR-81) at Payne Road/Rocky Hollow Road. The fee proposed is \$5,000.00 with a 45-day milestone schedule based on them receiving the Notice to Proceed (NTP) from the town. Staff recommends an additional \$5,000.00 be budgeted in case additional services are required like attending meetings or adding additional components as part of the study, all of which would be billed based on the attached 2023 Standard Billing Rate Table. Staff recommends a total budget of \$10,000.00 for the study. The current Street Department FY24 budget has sufficient funding to pay for the study. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Wolfe said this was addressed at the Traffic Advisory Committee, after the temporary traffic signal light went up for the new school, some residents who live in and around the new school were concerned about this particular area becoming a pass through for school traffic. Alderman Wolfe said about a decade ago Wilbur-Smith Engineers did a traffic study of the whole town and the two areas they identified that in the future there would need to be red light installed, which was at Tiger Way (Smith Lane) where the new light was just installed and the second one was at Payne Road that goes up by Ingles Market. Alderman Wolfe said this study will re-evaluate that intersection and lieu of the growth we have had since that time and help the Town decide if something is warranted due to the additional school traffic. With there being no further discussion, Mayor Vest called for a motion. Alderman Wolfe made the motion to approve the Mattern & Craig Scope of Services and Fee Proposal, with additional budget for other services (if needed) to perform the warrant study with an overall budget of \$10,000.00, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT AGREEMENT

The next item on the agenda was traffic improvements at intersection of Boone, East Main, Spring, and Fox streets. Mayor Vest said this project would be divided into the following work schedule: (1) Removal of the three parking spaces on East Main Street, (2) Installation of concrete island east of Spring Street and tapering up to the upper Baptist Church parking lot and extending into the westbound lane no wider than 6 feet at its widest point. This will be completed with a mountable concrete curb stained to match the granite curb with a combination of concrete and plantings in the center. (3) Installation of a pedestrian safety island on Boone Street, constructed similarly to the one on East Main

Street. (4) Establish Spring Street as one-way traveling southwest from Main Street to Franklin. (5) Installation of a curbed island at the Franklin/Spring Street intersection to prevent two-way traffic beyond Franklin Ave. (6) Installation of signage. (7) Installation of a sidewalk on the north side of Spring Street from East Main Street to Franklin. (8) Installation of a crosswalk on East Main Street from the Baptist Church to Spring Street sidewalk. Discussion took place by Board members and Town staff in regard to the proposed traffic intersection improvements. Alderman Wolfe suggested that the BMA hold off on the East Main Street portion of the project until stakeholders are made aware of the proposed changes. With there being no further discussion, Mayor Vest called for a motion. Alderman Wolfe made the motion to approve establishing Spring Street as one-way traveling southwest from Main Street to Franklin, installation of a curbed island at the intersection of Franklin Ave and Spring Street to prevent two-way traffic beyond Franklin Ave, installation of signage, and that consideration of the East Main Street portion of the project be delayed until after stakeholders have been notified and brought back for approval at a future meeting. The motion was seconded by Alderman Causey and duly passed.

The next item on the agenda was approval to establish a 30 mile-per-hour speed limit on Boones Creek Road from the intersection of Jackson Blvd to the town limits. Mayor Vest said one of the things that spurs this is the new development growth out Boones Creek Road; and with it being a two-lane road where people need to turn left and right frequently there has been a lot of accidents on that road. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Wolfe said that Director of Streets Malcolm Highsmith did a speed study on Boones Creek Road that is inside the town limits, and with talking to the Police Department, the number of wrecks have significantly increased. Alderman Wolfe said he felt replacing the dashed line, which gives the indication that it's ok for a vehicle to pass another vehicle, with a double-yellow line would be very helpful. Alderman Countermine said he feels there should be more signage installed in this area. Mayor Vest asked if there were any further comments or questions. With there being none, Alderman Wolfe made the motion to approve establishing (1) the speed limit on Boones Creek Road (S.R. 354) at 30 miles-per-hour from Jackson Boulevard to the town limits, and (2) no passing zone and reduce speed warning signage, as presented. Alderman Countermine seconded the motion and it was duly passed.

Alderman Wolfe said he would like to see the speed limit addressed from West Jackson Blvd to Skyline Drive (Tiger Way and North Cherokee Street) to be changed from 30 mph to 20 mph and made the motion that this item be added to the BMA agenda. The motion was seconded by Alderman Countermine. Town Attorney Jim Wheeler suggested to Board members that the motion be amended to direct the staff to prepare to address this speed limit change at the next regular meeting, so that there is an agenda presentation to justify the speed limit changes. Mr. Wheeler said that helps him as far as documentation just in case there would be a challenge in regard of the Board's actions on this specific item. Alderman Wolfe amended his motion to defer the speed limit change and to direct staff to present this at the next regular meeting for consideration. Aldermen Countermine agreed to the amendment of the motion and it was passed unanimously.

The next item on the agenda was the 2024 Music-On-The-Square (MOTS) Agreement with Sam Love. Mayor Vest said Sam Love does an outstanding job, and asked the Aldermen if they had comments or questions. Alderman Dickson said he appreciates Sam Love's passion, energy, and is looking forward to another good season. Mayor Vest called for a motion. Alderman Wolfe made the motion, seconded by Alderman Dickson, to approve the agreement with Sam Love for the 2024 Music-On-The-Square season. The motion was duly passed.

INSERT AGREEMENT

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 2 *Consent Agenda*

SUBJECT: Approval of Bills

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

Check Register - General Fund - January 2024

01/02/24	108416	\$500.00
01/02/24	108417 - 108441	\$51,006.67
01/05/24	108442	\$175.00
01/05/24	108443 - 108470	\$14,597.76
01/11/24	108471 - 108489	\$91,966.84
01/11/24	108424 - void	(\$500.00)
01/11/24	108476 - void	(\$60,337.36)
01/11/24	108490 - 108492	\$62,774.16
01/12/24	108793	\$2,994.07
01/17/24	108794	\$250.00
01/17/24	108487 - void	(\$60.00)
01/17/24	108495	\$28,947.98
01/18/24	108496 - 108528	\$160,697.72
01/19/24	108529	\$150.00
01/23/24	108530	\$150.00
01/23/24	108527 - void	(\$9,099.61)
01/24/24	108531 - 108549	\$193,214.11
01/26/24	108550-108564	\$16,135.24
01/26/24	108565	\$1,950.00
01/30/24	108566	\$580.11
		\$556,092.69

Check Register- Water Fund January 2024

01/02/24	66916 - 66931	\$5,310.00
01/05/24	66932 - 66951	\$12,177.72
01/11/24	66952 - 66957	\$14,353.36
01/11/24	66927 - void	(\$200.00)
01/11/24	66958 - 66959	\$490.32
01/12/24	66960	\$1,974.39
01/17/24	66961	\$61,734.89
01/18/24	66962 - 66970	\$10,480.75
01/18/24	66971	\$250.00
01/24/24	66972 - 66976	\$88,555.78
01/24/24	66977 - damaged check	\$0.00
01/26/23	66978	\$38,259.00
01/26/24	66979 - 66982	\$1,710.63
01/26/24	66983	\$42,134.63
01/30/24	66984	\$1,480.34
		\$278,711.81

Check Register -Sanitation Fund - January 2024

01/02/24	10307 - 10308	\$950.00
01/05/24	10309 - 10310	\$579.82
01/11/24	10311 - 10312	\$112,129.99
01/11/24	10313	\$32.38
01/18/24	10314 - 10315	\$237.75
01/24/24	10316 - 10318	\$16,030.04
01/26/24	10319	\$150.00
		\$130,109.98

Check Register -School Fund January - 2024

01/19/24	1143 - 1150	\$931,137.09
		\$931,137.09

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 3 *Consent Agenda*

SUBJECT: Town Administrator Report

Employee Hire/Promotions/Resignations – January 1, 2024 – January 31, 2024

Employee Hires:

1/8/24 – Brian Davis – Wastewater Department, Wastewater Construction Worker I
Grade 2 Step 1 (\$31,836)

1/29/24 – Kent Angles, Water Distribution-County Crew, Equipment Operator I
Grade 3 Step 2 (\$33,914)

MEMORANDUM

To: Glenn Rosenoff, Town Administrator

From: Craig Ford, Operations Manager

Ref: January 2024 Monthly Report

Date: February 07, 2024

We continued to push forward with projects for the month of January. The sidewalk contractor is finishing up that project. The contractor has the concrete pours completed on Oak Grove. The Street Department began backfilling the sidewalks on West Main Street and will continue up Oak Grove as weather permits.

We had a snow event in January. The Street Department did an outstanding job with snow removal, especially with the equipment they had to work with. The Police Department also worked several accidents during this time period and the Water Distribution staff was once again chasing a leak in the system. The good news is, we were able to stay ahead of the leaks and keep all customers in water.

We were able to get the Washington County Highway Department to do some striping for us with a break in the winter weather. The Highway Department re-striped Persimmon Ridge Road, Rocky Hollow Road, Skyline Drive, Headtown Road, and they also striped the double yellow lines on the New Boones Creek Road.

The Street Department will get the “no passing” signs installed and we are then ready to change the speed limit signs to 30 miles-per-hour.

I met with members of the First Baptist Church regarding the proposed street changes on East Main Street near the Boone Street intersection. The meeting went very well, with no real objection to the changes.

I also had a meeting with staff from Brightridge regarding our downtown street lights. Marcey Hawley and Zac Jenkins also joined us in that meeting. There are a couple of issues with our current lighting situation downtown.

The first issue is the fixture. The street lights approved for downtown is the Philadelphia 1000 Copper. These are special order lights. The problem is, they can no longer get the sodium vapor bulbs. They can only get these fixtures with the LED bulbs; therefore, the light is going to be whiter, instead of the amber glow. This is a problem.

The second issue is the fixture is harder to obtain. Brightridge has been replacing these lights with the Traditionaire black fixture. These look very much out of place and certainly do not match the current fixture downtown.

Currently, there are 12 fixtures downtown that have been replaced with the Traditionaire. Brightridge now has 20 of the Philadelphia 1000 copper fixtures in stock.

There is one of the Traditionaire fixtures on Boone Street in front of the Quilt Shop. I have requested Brightridge replace this fixture with the correct fixture, complete with the new LED light, and allow the Town the opportunity to view it. They have agreed, but I do not have a date when that is to happen.

Brightridge is also attempting, through information provided by Ms. Hawley, to find a bulb that has the amber glow to it and is not so white.

I would recommend we see what this new LED bulb looks like. At this point, it may be time to look at changing our lighting downtown. Most historic districts are facing the same problem. Many have expressed replacing the pole downtown anyway as it is not very attractive.

Again, Brightridge has expressed a willingness to be partner with the town on our downtown lighting, but as everything is moving toward LED bulbs, the sodium vapor bulbs for outdoor lighting are quickly going extinct.

I have continued to work with Parks and Recreation on projects. We have finally received the materials needed to replace the Barkley Creek bridge. The Street Department has set the steel beams. Hopefully we can get this important part of our walking trail system opened soon.

The Recreation Department has most of the medians trimmed back. I have instructed the Street Department to assist the Recreation staff in trimming back the trees in the medians. This work should be completed within the week.

All of the signage has been up, after notifying residents and the Presbyterian Church, changing First Avenue to one way. In speaking with the Police Department, we have not experienced any major problems with the change in this section of street.

I have also worked with Matt Townsend on the mowing bids for the 2024 mowing season. We should get these out within the week and have them ready to be presented to the March meeting of the BMA.

I have also worked on updating the employee benefits section of the Town's personnel policy with a new section on inclement weather. I have also worked on updating position descriptions and a surplus property list.

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 5

SUBJECT: Committee Reports

1. McKinney Center Advisory Committee

January 24, 2024

Subject: Approval of Minutes

McKinney Center Advisory Committee Meeting

Thursday, January 22, 2024, 3:30pm

McKinney Center – in Person

Agenda Presentation

1. Call to Order: Theresa Hammons, Bre Walker-Schadler, Pauline Douglas, Skye McFarland, Isaac Woods, Jennifer Cobble-Stout, Anne G'Fellers-Mason, Richie Hayward, Michelle Treece, Ernest "Buttons" McKinney, Sharon Squibb
2. Approval of Minutes: Approved October minutes in January.
3. Directors's Report:
 - i. Since the last meeting in October, the McKinney Center has hosted a variety of events and has kicked off spring classes.
 - ii. As a group, the committee went over the draft of the 2023 annual report. As a group we discussed how to expand our reach to audiences about scholarships, to hopefully give out more in 2024. The McKinney Center had 316 events in 2023.
4. Outreach:
 - i. January is slower for outdoor outreach due to the cold and events being slow after the holidays.
 - ii. Social media outreach has been good due to advertising for spring classes with 18,199 people reached and 877 link clicks.
 - iii. The current volunteer needs are people to do concessions for the 2024 radio show season.
 - iv. Diversity and Equity meeting met in December and will meet again on Thursday, January 25th.
 - v. The center has received over 800 pounds in food donations for the MLK food drive.
5. StoryTown:
 - i. The StoryTown 2024 season announcement was released today on social media. The regular season will be February through October with the holiday show on December 2nd.
 - ii. There will be advertisements for local businesses this season. Several businesses has expressed interest in these.
6. Old Business:
 - i. Isaac was hired as a host for the center. We still have one host position available.

- ii. Quad City Builders won the paint bid and have a pending schedule for painting from May-June.
- 7. New Business:
 - i. The membership drive is coming up in February. The price for membership will remain at \$25.00. The group gave out ideas on how to promote the membership drive.
 - ii. Masterpiece Mingle will remain at a price of \$50.00 per ticket. Artists who donate are eligible for a \$10.00 off discount. Committee gave out ideas to show appreciation for artists, such as doing a private artist reception.
- 8. Proposed 2024 meeting dates:
 - i. December 21st meeting cancelled.

Meeting Dismissed at 4:40 PM

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 6

SUBJECT: Supervisor Reports

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

McKinney Center



Jonesborough's

Mary B. Martin

Program for the Arts



2023 Annual Report



Heartfelt Thank you! - Theresa Hammons, Director

Dear Members and Friends,

After a long stretch of uncertain times, 2023 was a year of new energy and excitement. We were so glad to, once again, consistently experience and celebrate the arts, filling the auditorium, classes, camps, and seats. In 2023, we celebrated this building being re-envisioned as the McKinney Center for ten years! In those ten years we have seen great growth, despite a global pandemic. This year we had significant staff changes. We said goodbye to long-time staff member, Jules Corriere, as she embarked on new adventures. We were provided two AmeriCorps Volunteers to assist with StoryTown activities, Jennifer Stout and Isaac Wood. The town approved a new position at the McKinney Center, and we were able to hire BreAnna Walker-Schadler as our Building Manager. And we were incredibly lucky to bring Anne G'Fellers-Mason on board to coordinate the StoryTown programs.

Our classes, camps, and events brimmed with students, families, and individuals who were excited to participate and learn from McKinney Center's dedicated and talented faculty. We are grateful to serve as a hub for the arts in Jonesborough. You joined and supported our events in a big way too!

Masterpiece Mingle, the Crowns play with UMOJA, the MLK Food Drive, our 116 classes and workshop offerings were all immense successes in 2023! A staff favorite this year was the Halloween Trivia with the Heritage Alliance and the first Halloween Haunts and Happenings Exhibition. Both events were great fun and wonderful partnerships with local organizations and regional artists. We are also particularly proud of our renovated auditorium floor! Overall, the number of events this year and number of visitors are close to pre-pandemic levels. We focused on the quality of events versus the number of events, and we focused on collaborative partnerships.

Of course, the work we do is only possible because of you, our dedicated community of donors, volunteers, patrons, sponsors, and grantors. We are humbled by the confidence you extend to us through your support of the McKinney Center and thank you for supporting the arts in Jonesborough. Your appreciation and support continued to be incredible, for which everyone at the McKinney Center is inspired and grateful.

Personally, I am ready and excited to dream about what is to come. Your participation in McKinney Center programs and your generous support is so very, very much appreciated.

As we embark on 2024, collaboration remains the heart of all that we do. We will continue to expand the diversity of our programming. This year will also be a time to focus on capital improvement of our 84-year-old facility. We plan to repaint the interior of the building. In the next fiscal budget, we will ask for town funds to repaint the exterior of the building, replace the roof, and equip our front entrance doors with ADA push bars.

We are a small organization in a small town, but we do big things with the help of many. We remain ever grateful to our program partners, artists, creatives, and other non-profit organizations who partner with us to present work and education that matters – history that tells inclusive stories and art with social and regional relevance that inspires, informs, and serves as a local economic driver.

There are many ways to get involved at the McKinney Center – charitable contributions, membership, attending programs, and supporting our signature events, including Masterpiece Mingle and Soups and Songs.

Our sincere and heartfelt thank you for all that you do. We look forward to seeing you at the McKinney Center in 2024!

Regards,

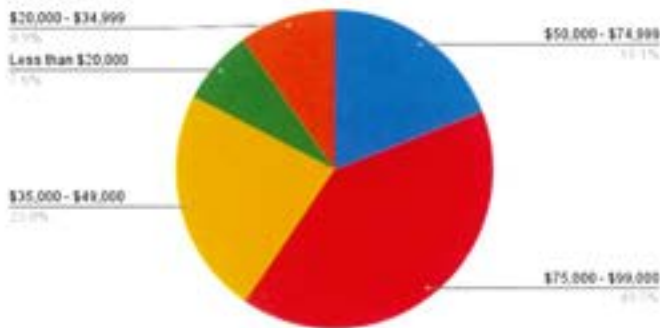
Theresa Hammons, Director

Quick Demographics & Meeting Community Needs

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

Income of surveyed students and parents

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

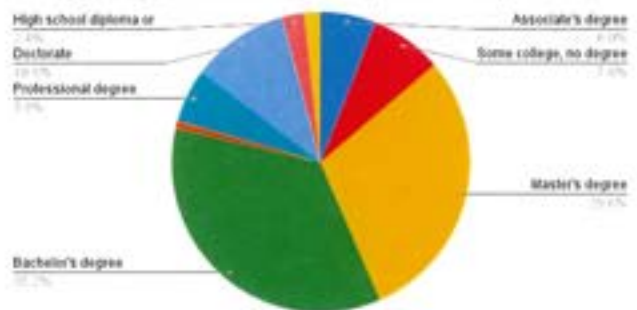


According to census.gov, the median household income for Washington County, TN is \$58,507. For Jonesborough, TN, it is \$68,802. Most of our students fall into the same category. However, we are grateful to provide scholarships to students from families in a lower financial bracket. The average family of four that applies for scholarship here has a household income of \$22,128. The national poverty level for a family of four is a household income of \$31,200. Approximately 21% of our students fall below the National Poverty Level. The McKinney Center was able to provide several scholarships in 2023, and with the establishment of the Ernest McKinney Memorial Scholarship, the reach will even be greater in the future.

Education of surveyed students and parents

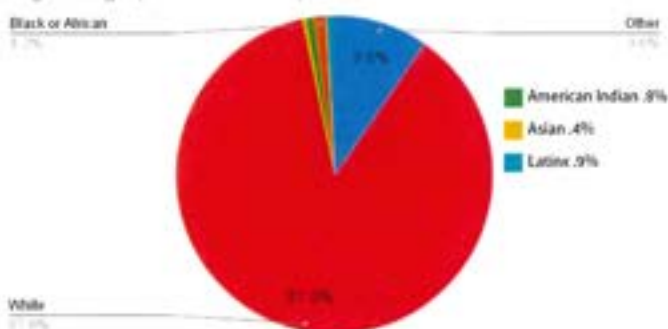
Our surveys show that we are also reaching families of all education levels. Art education in public schools has decreased considerably over the past 10 years. The Brookings Institution has conducted studies showing how art education benefits children and in turn benefits the health of civil society. While 75% of the families surveyed have a college degree, 25% stated that they have a High School Diploma, a professional degree, or some college. We wish to reach more children that fall into this category and think future in-school programming might be the answer. Transportation is usually a main issue for families that fall in the lower economic and education levels.

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



Race/Ethnicity of Students

Count of Student How would you describe the student registering? (Standard Form)



According to Census.gov, the Town of Jonesborough has a population consisting of 86.6% Caucasian, 2.1% Hispanic or Latin, and 3.9% Black/African-American, 5.1% Asian, and 4.0% two or more races. The statistics from our survey show that we need to make stronger efforts to attract more diverse audiences to our classes. We see very diverse audiences here at the McKinney Center and feel that our survey efforts need to be stronger as well.

Crowns Survey

The graph to the right is demographic information from the, Crowns, survey. As you can see here, this program brought a very diverse crowd into the McKinney Center in 2023. We hope to continue partnerships with organizations like UMOJA to continue making everyone feel at home in the McKinney Center.

How would you describe yourself?

43 responses



McKinney Center Statistics

STUDENTS REGISTERED

Fall 2014 60 students

Spring 2019 232

Summer 2019 52

Fall 2019 208

493

Spring 2020 242

Summer 2020 0

Fall 2020 173

415

Spring 2021 235

Summer 2021 111

Fall 2021 253

599

Spring 2022 329

Summer 2022 115

Fall 2022 236

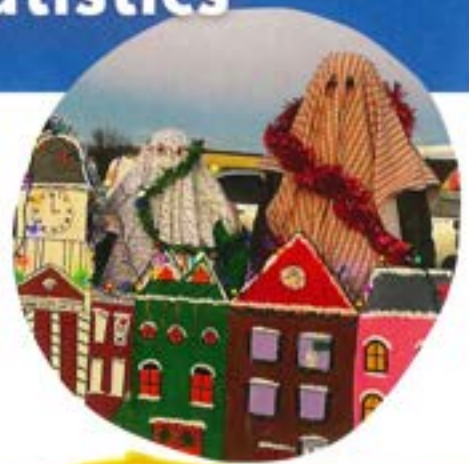
680

Spring 2023 307

Summer 2023 74

Fall 2023 202

583



In-Person Visitation to the McKinney Center

2019	16,985	2022	10,217
2020	6,216	2023	14,317 (40% increase from last year)
2021	9,822		

Outreach

2023 In-Person Events 2,775

2023 MBM Social Media Reach 253,304

2023 Catalog & Flyer Distribution 192,303

TOTAL: 448,382

Class Revenue (Jan. - Dec.)

2020 \$31,487.73

2021 \$58,191.60

2022 \$68,849.17

2023 \$67,371.99

Volunteer Hours

2023 5,274.75 hours

A value of \$148,325.97

Volunteer value is \$28.12/hr. according to the Independent Sector for TN.



2023 EVENTS

316 Overall Activities

126



Online Videos & Offerings

- 13 Conversations That Matter YouTube Videos
- 12 Conversations That Matter Podcasts
- 06 Videos for Ernest McKinney Day of Giving
- 04 Artist Biography Videos
- 09 Videos showcasing student art work
- 15 StoryTown Videos
- 22 StoryTown Podcast downloads
- 02 History Corner Videos
- 02 Audio Story Episodes
- 41 Other slide shows and promotional videos for classes, plays, Radio Show, fundraisers, and more

MKC - In Person Events

53

- 05 Listening Days with StoryTown
- 08 Exhibits and Receptions
- 02 Student Art Exhibits and Receptions
- 01 MLK Food Drive
- 01 Ernest L. McKinney Day of Giving
- 01 Spring Open House
- 10 StoryTown Radio Show Performances
- 01 Masterpiece Mingle Fundraiser
- 09 Community Play & Gala - We Did It Together
- 01 We Did It Together for Ashley Academy
- 01 Membership Brunch
- 01 StoryTelling for the Deaf Concert
- 01 Star Wars Trivia Fundraiser
- 01 Fall Open House
- 05 Crowns, play
- 01 Fall Art Market
- 01 Volunteer Appreciation Event
- 01 Halloween Trivia w/ Heritage Alliance
- 01 Soups and Songs Fundraiser
- 01 CTM Dinner

116

MKC Classes Offered

- Spring – 45 classes and workshops
- Summer - 16 camps and workshops
- Fall – 55 classes and workshops



In Person Outreach Events

21

- Eastman Play Performance
- David Crocket Play Performance
- Corazon Latino Performance
- St. Paddy's Day - 320 kids served
- STEAM Night at JBO Middle - 27
- Easter Eggstravaganza - 250
- ArtStruck - 150
- Kid Power - 75
- Bristol in Bloom - 150
- Blue Plum - 200
- Vincent Dial Back to School Day - 50
- Jonesborough Days Craft & Parade - 300
- UMOJA - 110
- Scoop on Faith & Service at ETSU - 80
- Halloween Haunts & Happenings - 300
- WhoVille - 300
- Santa's Village - 300
- Jonesborough Farmers Market (5 times) - 228
- 5 Public School Open Houses
- In-Service Kick-Off
- Jonesborough Christmas Parade

McKinney Center at Booker T. Washington School Mission Statement

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

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

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

How to Get Involved

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

McKinney Center Staff

Theresa Hammons **Director**
Anne G'Fellers Mason **Program Manager**
Skye McFarland **Community Program Specialist**
Bre Walker-Schadler **Building Manager**
Jennifer Stout **AmeriCorps Volunteer**
Isaac Wood **AmeriCorps Volunteer**

McKinney Center Advisory Committee

Michelle Treece
Karen Sullivan
Ernest McKinney
Sharon Squibb
Nancy Kavanaugh
Pauline Douglas
Richard Hayward
Adam Dickson



COMMUNITY PARTNERS



The Schubert Club



Tri-Cities Talk Radio



Thanks to our 2023 Members

- | | | | | | |
|----------------------|-------------------|-----------------------|-------------------|------------------|-------------------------|
| Ann Beckleman | Terry Countermine | Kay Grogg | Nancy Kavanaugh | Lisa Myers | Patricia Stern |
| Joy C. Bolt | Sandy Countermine | Sam Grogg | Bena Kear | Richard Nelson | Patrick Stern |
| John D. Bolt | Carla Crader | Lindsey Grogg | Craig Kirkland | Courtnie Nichols | Ashley Tetrick |
| Diane Bradley-Hardin | Merinda Crowder | Doug Gross | Carol Kirkland | Charles Nitschke | Megan Tewell |
| Candace Bright | Charles Crowe | Denise Gross | Alex Knight | Loretta Nitschke | Vickie Tschantz |
| Janna Browning | Sharon Curtis | Joseph Hardin | Dona Lewis | Carolyn Novak | Nita VanTil |
| Theresa Bryant | Sandra Dawson | Lynda Harris | Chuck Lewis | Karen Peko | Phyllis Washington |
| Marilyn Buchanon | Gary Degner | Valerie Hattie Kinsey | Anne Mason | Linda Poland | Foye Webb |
| Curtis Buchanon | Sandee Degner | Richie Hayward | Guerry McConnell | Pamela Pope | Carole Web |
| Gary Burkett | Pauline Douglas | Vivian Hayward | Kimberly McKinney | Nancy Rhea | Edward Wolff |
| Judy Burleson | Heldi Ehle | Jo Anne Herndon | Kevin McKinney | Bob Riser | Frankie Wolff |
| Cynthia Burnley | Dana Ensor | Erick Herrin | Buttons McKinney | Krista Rosolina | Bravissima |
| Brittany Butler | Sue Everitt | Ellen Herrin | Marion McKinney | Robin Sanchez | Kiwanis of Jonesborough |
| Starlene Casey | Janet Fisher | Cari Jarman | Samona McMillan | Pat Sheets | Foundation |
| Robin Castania | Ann Florence | Mary Lee Jondahl | Maria Meyer | Beverly Sherwood | Heritage Alliance |
| Rita Concepcion | Lea Florence | Dr. David Kalwinsky | Tim Meyer | Jil Smith | |

January 2024 Monthly Report, Skye McFarland

During January we hit the ground running with Martin Luther King Jr. events, StoryTown planning, Membership Drive planning, prepping for our bench dedication, plus a lot more. We have been settling into our new staff situations and chugging forward.

Outreach

During this month we do not have any in-person outreach events and we likely won't until March for St. Paddy's Day. We will be adding flyers to Chocolate Fest bags in February which will advertise our podcasts, the StoryTown Radio Show Season, and our Membership Drive. Our online outreach has been great for this month as we have been boosting our classes on Facebook and Instagram. These little boosts always help with an uptick of views, clicks, and inviting new people to like our McKinney Center page. We are about on-par for January based on how we did last year, too.

Month	Number	Digital	Paper	
January		24,573	8,300	32,873
February				0
March				0
April				0
May				0
June				0
July				0
August				0
September				0
October				0
November				0
December				0
				32,873

Volunteers

As of this year so far, we have not needed volunteers, which I appreciate as they need a break from our asks. I have already begun recruiting volunteers to help with the StoryTown Radio Show this year for help with ticket check-in and selling concessions for the show each month. I have also asked the Advisory Committee to help us with our Bench Dedication event on February 12th. For now, these are the events we need help with, and we will be asking for much more help when our in-person outreach begins.

I do not take note of the hours of each person who brings in food for our Food Drive, but I consider these donations a part of our volunteer work. We held our Martin Luther King Jr. Food Drive December 11-January 19th and we were able to donate 860 pounds of food the JAMA Food Pantry.

Last Name	First name	Hours	Miles
Canned Food Drive		860 Pounds of food donations	

Diversity & Equity

The Diversity & equity Committee met on December 21st with an agenda to update members on happenings at the McKinney Center. We have begun to include our AmeriCorps and Program Manager, Anne Mason, in these meetings. Since our last monthly report our plaque honoring the Booker T. Washington faculty and staff has been installed. It looks great. We have confirmed that our 10 year Celebration and Commemoration event will be February 12th, at 1pm. We have sent out a press release and it was on the front page of the Johnson City Press. I worked to take meeting minutes, create the agenda, and run the meeting. Our committee will be meeting again today, January 25. I have once again created the meeting minutes, agenda, and will run the meeting.

This month we released our latest episode of Conversations That Matter on January 19th, which featured Rufus Houston and Rick Newell from the JAMA Food Pantry. It was a great conversation. I worked to help recruit Rick and Rufus because of my connections to the food pantry. I videoed the event, edited the video and podcast, created the press release, and social media post for the episode's release. It was a great way to kick off the year and we are hoping to host a historian for February to feature Black History.

Miscellaneous

Throughout January I have recorded History Corner for the StoryTown page and edited the video. I created a save the date and season announcement graphic for the StoryTown Radio Show. I recorded and edited three StoryTown cast videos to promote the fundraiser campaign for January. I got permission and had flyers printed for Johnson City Schools as well as helped cut them. I created the MLK art exhibit program. I have been planning and booking food for the bench dedication event. I have kept up with Diversity & Equity committee members to ask them to invite specific individuals to the bench dedication in February. I have helped create and edit the story waiver and photograph waiver for the Our Voices project with our AmeriCorps, Isaac. I have worked on the Masterpiece Mingle poster for 2024. I helped edit and design the Annual Report. I have worked to research budget items for our upcoming budget request. I have created a Membership Drive flyer and a flyer for the Chocolate Fest bags.

Breanna Walker-Schadler January Monthly Report- McKinney Center

StoryTown:

I attended the January StoryTown social media meeting with other staff members. I picked out an old StoryTown Radio Show to share with WETS for their broadcast and for Jennifer to share on social media. Other StoryTown duties are in a transitional phase with the two AmeriCorps volunteers Jennifer and Isaac, and Anne G'Fellers-Mason being hired as Program Manager.

McKinney Center:

I spent time creating the host schedule for the month of February. I communicated with the hosts about needs for January rentals and events. Staff had the first host meeting of the year, just to review policies, procedures, and do a general check in. I worked on making the weekly calendars for classes, meetings, and rentals. I spent time communicating with rentals on booking reservations, making contracts, taking payments, filing out invoices, making sure damage deposits were returned, and that rentals had the correct set up. With the assistance of my coworkers, I worked on a press release for rentals and a rough design for a rental brochure.

We had four rentals for the month of December with a total of 116 attendees. The McKinney Center hosted the MLK Food Drive to give donated food to the JAMA Food Pantry in the Gillespie building. The drive ended on January 22nd, and we received over 850 pounds of food donated. The McKinney Center hosted the MLK Day of Service: Student Art Exhibition from January 15th-25th. The closing reception was January 25th with expected participation over one hundred. In the month of January we held private lessons with Jonathan Edens, with a total attendance of 34 people throughout the month. I attended the McKinney Center's registration day on January 27th from 10 – noon to assist people with registering for classes.

The center held weekly staff meetings to discuss upcoming organization wide events and weekly activities. We had meetings to touch base on February social media, the membership drive starting in February, and for the bench dedication. We also met with marketing team staff to go over McKinney Center and town events.

I assisted Theresa with January teacher payment for private lessons. I assisted with deposits as needed for the money the center received that month. I assisted with issuing the requests for rentals to receive their refundable damage deposits. I assisted Theresa with gathering some data for the 2023 McKinney Center annual report. Skye and I divided up research in preparation for quotes on items the center might need to replace in the next year. Due to the weather, I spent some time during the week of the 15-19 rescheduling private lessons with Jonathan Edens.

The McKinney Center has launched our Spring semester. We do receive more phone calls in the weeks leading up to registering for classes due to people having questions and wanting assistance with registering for said classes. I spent some time helping teachers order supplies for classes and forwarding orders to Sarah Norton as necessary. I also spent some time organizing information for spring class teachers with budget, salary, and breakdown of monthly payments.

Isaac Wood – January 2024 Monthly Report - McKinney Center

Story Initiative:

- StoryTown Podcast
 - Voices from the Archives: produced MLK Jr. episode
 - Distilled stories from interviews of Guerry McConnel and Keith Bridwell that Anne had found
 - Wrote and recorded narration of the two stories, connecting them together
 - Found royalty free music and added it into stories
 - Put finishing touches on introduction and outro for overall podcast
 - Coordinated with Skye and Anne for edits
 - Posted to Simplecast with episode description and all other info
 - Made social media posts
 - Post for Voices from the Archive
 - Edited audio of a story and posted with a graphic.

McKinney Center:

- Found story and edited for Telling Our Stories for February Membership newsletter
- Attended genealogical help night to look for BTW alumni's family members
- Day to Day
 - Helped Bre count pounds of food drive donations
 - Delivered class catalogs to five private schools, three libraries, and JBO locations
 - Counted StoryTown social media and podcast posts for annual report
 - Helped art teachers with hanging student artwork for MLK exhibit
 - Attended weekly staff meetings, social media meeting, and Advisory Committee meeting
 - Attended welcome desk when needed

Our Lives/Long term project

- Met with Skye to finalize interview questions and plan out interviews
- Collected contact info for interviewees
- Reached out to five (so far) people
- Researched interviewing approaches that facilitate good story collecting

AmeriCorps project: We decided I would do my craft and project at the St. Patrick's Day event in JBO. I planned possible craft and presentation. Skye, Bre, Jennifer, and I have a meeting set up to discuss it.

Jennifer Stout's Monthly Report for January 2024

January came in with a slower pace than the last months of 2023, but the days have been busy. My focus has narrowed with my African American Schools project, and I'm better able to envision how an effective interpretative experience for Booker T Washington will work. Much of my time in January was divided between staff and advisory meetings dedicated to planning out events throughout the new year, and immersing myself in town history as it pertains to the aforementioned project in progress for the McKinney Center and my ongoing project for StoryTown, History Corner.

Highlights include:

Experimentation with digital mapping.

Research trip to the Tennessee Room at Johnson City Public Library; my research questions weren't satisfied by the materials available to me in person but proved somewhat beneficial as the yearbooks for Langston in JC put faces with (and reinforced) some of the names associated with BTW.

Reading a book titled, "How to Talk About Race" so that I may approach this project from a culturally competent and anthropological perspective.

Piecing together a contingent outline of the school tour and reading through StoryTown transcriptions to write historically accurate scripts.

Researched the history of the US Army's Buffalo Soldiers and Theodore Roosevelt's Rough Riders, their contributions to the first National Parks, and Jonesborough native Alfred Martin Ray's service out west, in Cuba and the Philippines with the 10th Cavalry.

Made a contact with the National Park Service about including Ray in interpretive programs at the Charles Young National Monument which is dedicated to the military service of Buffalo Soldiers.

Counted Spring Classes flyers for every student at Johnson City Schools, bundled by school and distributed them to mailboxes at JC Schools main office.

Created and posted social media content for StoryTown.

Replenished class catalog stacks with downtown merchants and Gillespie Center.

Calculated donations for food drive.

Volunteered at MLK Jr. Student Art Exhibition.

January 2024 Monthly Report, Anne G'Fellers-Mason

Program Manager

StoryTown Radio Show

The month began with a potluck for the StoryTown Radio Show cast, crew, McKinney Center staff, and members of the Story Brigade. There were 26 people in attendance. (In addition to McKinney Center staff there was Laurie H, Paula M, Paul H, John Saylor, Anni Z, Nancy R, Tim and Beth H, Doug and Denise G, Tristan G, Guerry M, Linda P, Hannah Joy P, Matt Gulley, Gregg H, Jonathan B, Catherine and Wallace S, Marcy H, and Leticia P.) Over the course of the two hour meeting, ideas were tossed out for the 13th season of the Radio Show. The cast is excited to incorporate more traditional, radio broadcast elements into the show including reoccurring characters, stories in serial format, and original commercials. Ideas included having the Shanks Oak as a reoccurring character to share the history of the town.

Progress on 13th Season:

- 1) Themes have been set for all ten shows and musical guests have been lined up, save for July 22, 2024.
- 2) Season poster created by Skye McFarland and posted online. Theresa distributed some at the Kiwanis meeting.



- 3) Fundraiser video posted for the new season with an announcement from me. The fundraiser was pushed in three, separate cast videos that Skye filmed at the potluck and posted. It was also promoted on WJCW during the Jonesborough hour and on the David Light radio show. A press release was created and sent out. The Greenville Sun picked it up, but I did not see it in any of the other local papers. So far, the fundraiser has only raised \$60.00 out of a goal of \$3,600.00, but Skye and I both discussed that this fundraiser is a little harder than the last one StoryTown did in 2021 because then the show wasn't selling any tickets and still livestreaming. We'll continue to push the fundraiser off and on and hope to make up for the rest through sponsorships.

- 4) Nora with the Town is working on a season card for the Radio Show. We are switching from rack card size to the same size as the Music on the Square and Brews and Tunes season cards.
- 5) The upcoming season was promoted all month on StoryTown's social media with cast videos, info on how to become a part of the cast, and sponsorship information.
- 6) I passed out sponsorship information at the JAMSA meeting on January 18th to 30 merchants. I have heard from several merchants, including the Organics Store, that they plan to sponsor. Merchants were very excited about the commercial idea.

- 7) Asana tasks are in the process of being updated for the 2024 season.
- 8) **The TAC Arts Project Support Grant for the StoryTown Radio Show for fiscal year 2024-2025 was submitted on January 12, 2024. New grant total requested - \$12,800.**
- 9) Brett McCluskey plans to stay on as Musical Director, at least through the February show. He was honest about his future involvement with the Radio Show as a whole and may decide to step away early in the season. He recommended Roxanne Daniels as a potential Musical Director. Leticia Pizzino approached me after the potluck to say that Brett had also spoken with her about taking over as Musical Director.
- 10) I met with Stage Manager Matt Gulley. He is still going to be the point of contact for the cast. We are going to incorporate the Stage Manager as more of a character in the show, and he is going to help with stage décor for each show. Matt plans to take the April show off since he is welcoming a baby that month.
- 11) I have reached out to Nora and Cameo about three other seasonal pictures of Main Street Jonesborough so we can have additional backdrops printed. Robin C is going to fix the current backdrop so that it is no longer dragging along all that extra fabric.
- 12) We purchased a 1933 Philco Radio from the Antique Store to incorporate into the live shows.
- 13) **Sponsorships:** So far, we have collected \$500.00 from Gary and Sandee Degner. Trivia with Budds agreed to be a season sponsor again (\$500.00). I need to follow up on his donation. I also need to follow up on the downtown merchants. Additional asks are out to the Wild Women of Jonesborough and Bravissima.

Season Opening Gala: There is a budget of \$300.00 for the Gala. I have sent out requests for food donations to Food City, Ingles, Main Street Café, Boone Street Market, and the Olde Towne Pancake House. I will follow back up on those requests at the end of the month. Background music will be played over the sound system during the Gala as opposed to having a separate musical act. The musical act for the opening show is the Cast of Crowns who will share music inspired by the play.

Writers' Group: I hosted two meetings for members of the Writers' Group who are still interested in writing for the Radio Show to go over the new format and deadlines for the 2024 season. Per the grant, three writers will be compensated \$25.00 each for three separate stories that will be incorporated into the final script. I met with 6 writers on 1/24 (Sarah Elizabeth, Laurie H, Anni Z, Linda P, Tulay N, and Alex G.) I expect 4-5 more writers at the meeting on 1/26. I will reach out to writers who did not attend the meetings and see if they are still interested.

Play In a Week Camp

June 10-14 for grades 5th-8th

Chuckey Depot Museum

Theresa and I met with Glenn Rosenoff, and it was decided that I would remain on the Chuckey Depot Museum Advisory Board as the Town's representative until a new Parks and Recreation Director is hired and can assume the role.

Podcast

Skye and I met with Ryan Budds to talk about monetizing the McKinney Center's podcasts. It was decided we really need to grow our listenership first. Ryan had great ideas on strategies to do so, including handing out info at events, which we will do at Chocolate Fest, bookmarks in the library, more offerings via the podcast, etc.

Soups and Songs (released 12/28/23), Voices from the Archive: MLK Day (released 1/11/24)

Total Downloads: 104 in the last thirty days

Both podcasts seem to attract 27-29 downloads within the first seven days of their release.

No new StoryTown Radio Show podcast this month, but the "Good Neighbors" show from January of 2023 was shared to social media on 1/25/24.

Social Media Posts**Facebook last 28 days**

Page Followers: 1.4 K

Page Following: 423

Most interacted with Post - Recap of StoryTown Potluck with 626 Post Impressions, 529 Post Reach, 148 Post Engagement

Post reach: 1,923

Post engagement: 663

New Page Followers: 13

Interactions Reactions: 367

Comments: 15

Shares: 86

Photo views: 93

Link clicks: 10

Instagram last 28 days

Followers: 741

Reach: 369

Content Interactions: 154

Profile Visits: 32

New Followers: 6

Posts introducing my new role as Program Manager had the most likes and reach and the video from me introducing the new season and the fundraiser had the most comments.

YouTube last 28 days

Subscribers: 18

Views: 95

Watch Time: 1.8 hrs

New Subscribers: 3

Most Viewed Video: Announcement of 2024 season and fundraiser

Number of Volunteers from StoryTown: 32

Interactions: JAMSA – 38, Northeast TN Museum Association – 13, Jonesborough Genealogical Society Help Night – 7, Misc Meetings – 3

Total for Month - 61



**Jonesborough Fire Department
Call History Report by Date
1/1/2024 - 1/31/2024**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Mon 01/01/2024 13:53	Other	2400001	500 Service Call, other	86 Investigate	1523 Pensimon Ridge RD	2	00:02
Mon 01/01/2024 19:04	Fire Alarm	2400002	745 Alarm system activation, no fire - unintentional	86 Investigate	111 W Main Street	2	00:14
Tue 01/02/2024 17:55	Motor Vehicle Accident	2400003	324 Motor vehicle accident with no injuries.	86 Investigate	Highway 11-E	2	00:42
Wed 01/03/2024 10:40	Other	2400004	611 Dispatched & canceled en route	93 Cancelled en route	171 Jason LN	3	00:06
Wed 01/03/2024 10:49	Medical Assist	2400005	311 Medical assist, assist EMS crew	73 Provide manpower	104 Forest LN	3	00:58
Wed 01/03/2024 13:40	Other	2400006	311 Medical assist, assist EMS crew	92 Standby	122 Jobe LN	2	00:08
Thu 01/04/2024 07:51	Motor Vehicle Accident	2400007	324 Motor vehicle accident with no injuries.	86 Investigate	W College ST	3	00:20
Thu 01/04/2024 17:19	Other	2400008	600 Good intent call, other	86 Investigate	111 Max Cloyd LN	4	00:13
Fri 01/05/2024 16:48	Other	2400009	622 No incident found on arrival at dispatch address	86 Investigate	3632 W Market ST	3	00:13
Sat 01/06/2024 12:49	Medical Assist	2400010	311 Medical assist, assist EMS crew	73 Provide manpower	233 Stemwinder LN	3	00:11
Sun 01/07/2024 09:31	Medical Assist	2400011	311 Medical assist, assist EMS crew	73 Provide manpower	450 Mt Zion Church RD	2	00:18
Mon 01/08/2024 15:16	Medical Assist	2400012	311 Medical assist, assist EMS crew	73 Provide manpower	142 Boone St	3	00:11
Mon 01/08/2024 15:52	Motor Vehicle Accident	2400013	324 Motor vehicle accident with no injuries.	86 Investigate	220 N Second AVE	3	00:09
Tue 01/09/2024 02:51	Motor Vehicle Accident	2400014	322 Motor vehicle accident with injuries	86 Investigate	Ball DR	2	00:23
Tue 01/09/2024 13:21	Medical Assist	2400015	311 Medical assist, assist EMS crew	73 Provide manpower	Washington County Detention Center	3	00:14
Tue 01/09/2024 15:26	Motor Vehicle Accident	2400016	322 Motor vehicle accident with injuries	86 Investigate	170 John France RD	3	00:15
Tue 01/09/2024 15:43	Motor Vehicle Accident	2400017	322 Motor vehicle accident with injuries	86 Investigate	100 E Jackson BLVD	3	00:21
Tue 01/09/2024 20:18	Fire Alarm	2400018	745 Alarm system activation, no fire - unintentional	86 Investigate	138 Forest View DR	2	00:12
Wed 01/10/2024 10:26	Fire	2400020	600 Good intent call, other	86 Investigate	1200 Mill Springs RD	4	00:18
Wed 01/10/2024 10:28	Fire Alarm	2400019	745 Alarm system activation, no fire - unintentional	86 Investigate	Integrity Healthcare Of Jonesborough	2	00:04
Wed 01/10/2024 13:20	Motor Vehicle Accident	2400021	322 Motor vehicle accident with injuries	86 Investigate	Highway 11 E	2	00:56
Thu 01/11/2024 12:04	Fire Alarm	2400023	745 Alarm system activation, no fire - unintentional	86 Investigate	507 Boones Creek RD	5	00:15



Jonesborough Fire Department Call History Report by Date 1/1/2024 - 1/31/2024

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 01/11/2024 17:06	Fire Alarm	2400022	700 False alarm or false call, other	86 Investigate	125 Royal Oaks DR	3	00:19
Thu 01/11/2024 17:49	Medical Assist	2400024	311 Medical assist, assist EMS crew	73 Provide manpower	310 Depot ST	2	00:15
Thu 01/11/2024 18:27	Medical Assist	2400025	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	01:02
Fri 01/12/2024 11:04	Other	2400026	444 Power line down	86 Investigate	321 S Cherokee ST	6	00:58
Fri 01/12/2024 13:45	Other	2400027	611 Dispatched & cancelled en route	93 Cancelled en route	4134 Cherokee RD	1	00:13
Fri 01/12/2024 21:04	Motor Vehicle Accident	2400028	322 Motor vehicle accident with injuries	86 Investigate	Claude Simmons RD	2	01:26
Sun 01/14/2024 05:59	Fire	2400029	114 Chimney or flue fire, confined to chimney or flue	11 Extinguishment by fire service personnel	1276 Huffine RD	5	01:01
Sun 01/14/2024 20:16	Fire Alarm	2400030	745 Alarm system activation, no fire - unintentional	86 Investigate	133 Markwood CIR	2	00:17
Mon 01/15/2024 14:03	Medical Assist	2400031	311 Medical assist, assist EMS crew	73 Provide manpower	138 Poplar Hill DR	3	00:18
Mon 01/15/2024 19:25	Fire Alarm	2400032	744 Detector activation, no fire - unintentional	86 Investigate	3201 McKinley Road RD	4	00:17
Tue 01/16/2024 08:21	Motor Vehicle Accident	2400034	322 Motor vehicle accident with injuries	86 Investigate	Dillow Taylor	4	00:12
Tue 01/16/2024 08:31	Motor Vehicle Accident	2400033	322 Motor vehicle accident with injuries	86 Investigate	260 Old State Route 34 HWY	4	00:32
Tue 01/16/2024 08:41	Motor Vehicle Accident	2400035	322 Motor vehicle accident with injuries	86 Investigate	1605 E Jackson BLVD	3	00:20
Tue 01/16/2024 15:14	Other	2400036	611 Dispatched & cancelled en route	93 Cancelled en route	294 Hales RD	3	00:02
Tue 01/16/2024 15:43	Motor Vehicle Accident	2400037	322 Motor vehicle accident with injuries	86 Investigate	359 Heedtown RD	4	00:47
Tue 01/16/2024 17:23	Medical Assist	2400038	311 Medical assist, assist EMS crew	73 Provide manpower	122 Jobe LN	3	00:16
Tue 01/16/2024 21:18	Fire Alarm	2400039	745 Alarm system activation, no fire - unintentional	86 Investigate	284 Mt Zion Church RD	3	00:16
Wed 01/17/2024 10:44	Fire	2400040	111 Building fire	76 Provide water	203 Archer RD	1	05:02
Wed 01/17/2024 15:53	Fire Alarm	2400041	741 Sprinkler activation, no fire - unintentional	86 Investigate	1985 Carroll Creek RD	3	00:47
Sat 01/20/2024 01:56	Assist	2400042	550 Public service assistance, other	70 Assistance, other	108 LongHunter LN	2	00:17
Sat 01/20/2024 18:53	Medical Assist	2400043	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	3	00:26
Sun 01/21/2024 12:50	Motor Vehicle Accident	2400044	324 Motor vehicle accident with no injuries.	86 Investigate	245 Brandonwood DR	2	00:19
Mon 01/22/2024 11:49	Fire Alarm	2400045	611 Dispatched & cancelled en route	93 Cancelled en route	105 Woodlawn DR	3	00:03
Mon 01/22/2024 12:02	Medical Assist	2400046	311 Medical assist, assist EMS crew	73 Provide manpower	514 W Main ST	2	00:05
Mon 01/22/2024 23:13	Fire	2400047	442 Overheated motor	86 Investigate	853 Old St Route 34 RT	3	00:20



Jonesborough Fire Department Call History Report by Date 1/1/2024 - 1/31/2024

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Tue 01/23/2024 11:58	Medical Assist	2400048	311 Medical assist, assist EMS crew	73 Provide manpower	393 Ridgecrest RD	2	00:20
Wed 01/24/2024 12:48	Motor Vehicle Accident	2400049	322 Motor vehicle accident with injuries	86 Investigate	Highway 11-E HWY	2	00:39
Wed 01/24/2024 14:47	Medical Assist	2400050	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	2	02:15
Thu 01/25/2024 07:34	Other	2400051	611 Dispatched & canceled en route	93 Cancelled en route	527 Charlie Hicks RD	1	00:10
Thu 01/25/2024 08:38	Fire Alarm	2400052	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	3	00:14
Thu 01/25/2024 10:33	Other	2400053	611 Dispatched & canceled en route	93 Cancelled en route	186 McInhurff RD	1	00:13
Thu 01/25/2024 16:53	Motor Vehicle Accident	2400054	322 Motor vehicle accident with injuries	86 Investigate	Old Boones Creek RD	2	01:08
Fri 01/26/2024 09:34	Fire Alarm	2400055	745 Alarm system activation, no fire - unintentional	86 Investigate	205 Bathany DR	3	00:08
Fri 01/26/2024 16:03	Public Service	2400056	500 Service Call, other	86 Investigate	620 East Main ST	3	00:12
Fri 01/26/2024 18:23	Motor Vehicle Accident	2400057	322 Motor vehicle accident with injuries	86 Investigate	Ridgecrest RD	3	00:39
Fri 01/26/2024 21:27	Other	2400058	600 Good intent call, other	86 Investigate	3213 McKinley Road RD	2	00:32
Sat 01/27/2024 17:25	Medical Assist	2400059	611 Dispatched & canceled en route	93 Cancelled en route	260 Headtown RD	3	00:08
Sun 01/28/2024 01:02	Motor Vehicle Accident	2400060	322 Motor vehicle accident with injuries	86 Investigate	1212 W Mountain View RD	3	01:05
Sun 01/28/2024 11:52	Fire Alarm	2400061	745 Alarm system activation, no fire - unintentional	86 Investigate	356 Goldenrod DR	5	00:24
Sun 01/28/2024 16:01	Motor Vehicle Accident	2400062	324 Motor vehicle accident with no injuries.	86 Investigate	212 County Farm RD	2	00:27
Sun 01/28/2024 18:17	Fire	2400063	445 Arcing, shorted electrical equipment	86 Investigate	Depot ST	6	01:44
Mon 01/29/2024 15:05	Motor Vehicle Accident	2400064	324 Motor vehicle accident with no injuries.	75 Provide equipment	E Jackson BLVD	3	00:13
Tue 01/30/2024 09:30	Public Service	2400065	553 Public service	86 Investigate	491 English Ivy TRL	2	00:10
Wed 01/31/2024 14:48	Motor Vehicle Accident	2400066	324 Motor vehicle accident with no injuries.	86 Investigate	125 E Jackson BLVD	3	00:32

Total calls for Assist:	1
Total calls for EMS:	0



**Jonesborough Fire Department
Call History Report by Date
1/1/2024 - 1/31/2024**

Total calls for Fire:	5
Total calls for Fire Alarm:	13
Total calls for Fire Drill:	0
Total calls for Haz Mat:	0
Total calls for Medical Assist:	14
Total calls for Motor Vehicle Accident:	20
Total calls for Other:	11
Total calls for Public Education:	0
Total calls for Public Service :	2
Total calls for Special Duty:	0
Total calls:	66
Total Time:	34:06
	Avg. Call Attendance: 2.8



**Jonesborough Fire Department
Call Distribution Report
1/1/2024 - 1/31/2024**

Total (66 Calls)		
Time		Number
0000		0
0100	██████████	2
0200	██████	1
0300		0
0400		0
0500	██████	1
0600		0
0700	██████████	2
0800	██████████████████	4
0900	██████████████	3
1000	██████████████████████████	6
1100	██████████████████	4
1200	████████████████████	5
1300	████████████████████	5
1400	██████████████	3
1500	██████████████████████████████████████	8
1600	██████████████████	4
1700	██████████████████████████	6
1800	██████████████████	4
1900	██████████	2
2000	██████████	2
2100	██████████████	3
2200		0
2300	██████	1

Day		Number
Sunday	██████████████████	8
Monday	██████████████████████████	10
Tuesday	██████████████████████████████████████	15
Wednesday	██████████████████████████████	11
Thursday	██████████████████████████	10
Friday	██████████████████	8
Saturday	██████████████	4

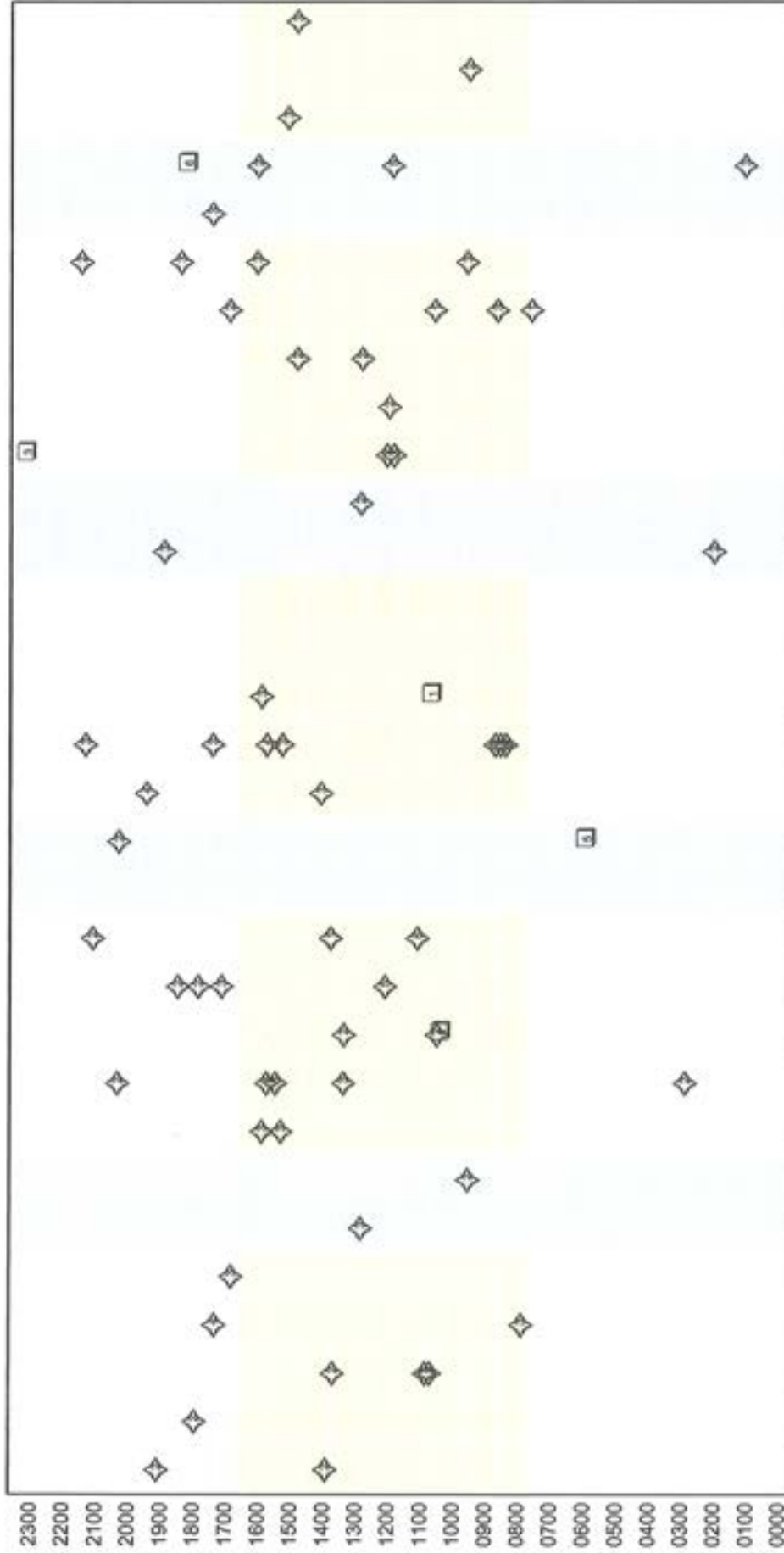


Jonesborough Fire Department Call History Graph for January 2024

(Assist, EMS, Fire, Fire Alarm, Fire Drill, Haz Mat, Medical Assist, Motor Vehicle Accident, Other, Public Education, Public Service, Special Duty)

Total Calls: 66
 Total Calls (M-F 8am to 5pm): 37
 Total Calls (other): 29

Legend: Fire = □ EMS = ○ Special Duty = ☆





**Jonesborough Fire Department
Incident Type Report by Date
1/1/2024 - 1/31/2024**

Incident Type	Total Incidents
111 Building fire	1
114 Chimney or flue fire, confined to chimney or flue	1
311 Medical assist, assist EMS crew	14
322 Motor vehicle accident with injuries	13
324 Motor vehicle accident with no injuries.	7
442 Overheated motor	1
444 Power line down	1
445 Arcing, shorted electrical equipment	1
500 Service Call, other	2
550 Public service assistance, other	1
553 Public service	1
600 Good intent call, other	3
611 Dispatched & canceled en route	7
622 No incident found on arrival at dispatch address	1
700 False alarm or false call, other	1
741 Sprinkler activation, no fire - unintentional	1
744 Detector activation, no fire - unintentional	1
745 Alarm system activation, no fire - unintentional	9

Total Number of Incidents: 66
Total Number of Incident Types: 18



Jonesborough Fire Department
Incident Type Report by Date (1)
1/1/2024 - 1/31/2024

Incident Type	Total Incidents
311 Medical assist, assist EMS crew	6
322 Motor vehicle accident with injuries	4
324 Motor vehicle accident with no injuries	4
444 Power line down	1
445 Arcing, shorted electrical equipment	1
500 Service Call, other	2
550 Public service assistance, other	1
553 Public service	1
700 False alarm or false call, other	1
745 Alarm system activation, no fire - unintentional	7

Total Number of Incidents: 28
Total Number of Incident Types: 10



**Jonesborough Fire Department
Incident Type Report by Date (2)
1/1/2024 - 1/31/2024**

Incident Type	Total Incidents
111 Building fire	1
114 Chimney or flue fire, confined to chimney or flue	1
311 Medical assist, assist EMS crew	8
322 Motor vehicle accident with injuries	9
324 Motor vehicle accident with no injuries	3
442 Overheated motor	1
600 Good intent call, other	3
611 Dispatched & canceled en route	7
622 No incident found on arrival at dispatch address	1
741 Sprinkler activation, no fire - unintentional	1
744 Detector activation, no fire - unintentional	1
745 Alarm system activation, no fire - unintentional	2

Total Number of Incidents: 38
Total Number of Incident Types: 12



Jonesborough Department of Public Safety January 2024 Monthly Report

- **CITATIONS**

The department issued a total of (397) citations for the month of January which consisted of the following violations: (143) Speeding, (31) Financial Responsibility, (53) Registration Violations, (3) Seatbelt Law, (20) Failure to Obey Traffic Control Device, (4) Due Care, (92) Light Law Violations, (21) Hands-Free Cell Phone Use/Cell Phone in School Zone, as well as other moving violations. There were also (242) written warnings issued for various violations. There were (0) Parking Citation and (2) Municipal Ordinance Violation.

- **ARRESTS**

A total of (36) arrests were made for the month of January, including (1) DUI, (3) Felony Charges, and (41) Misdemeanor Charges.

- **CRIMINAL INVESTIGATIONS**

CID Investigator C. Couch had (4) Assigned Cases for the month of January. He was able to close (3) of those cases as well as (1) other previously active. He has (1) remaining case active. Lt. C. Reece had (5) Assigned Cases for the month of January. He has (5) cases remaining active.

- **MOTOR VEHICLE CRASHES**

A total of (18) crashes were reported and investigated for the month of January. 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**

For January, K9, *Cygan*, was involved in (0) deployments and (16) training hours. K9, *Falco* had (8) deployments and (16) training hours, and (1) arrest. K9, *Bond* had (1) deployments and (16) training hours. K9, *Daryl* was involved in (0) deployments and (24) Training Hours.

- **RESERVES**

The reserve officers contributed (8) hours for the month of January. Reserve Officer Collins contributed those hours.

- **CODE ENFORCEMENT**

There were (2) ordinance violations issued during the month of January. These matters are scheduled to be heard in Municipal Court.

- **DISPATCH TRANSACTIONS FOR JCPD**

For January, our dispatchers assisted Johnson City Police Department with approximately (27) transactions.

- **OTHER CALLS FOR SERVICE**

There were (1547) CAD Entries for the month of January.

DIVISION
OF
SOLID WASTE/RECYCLE



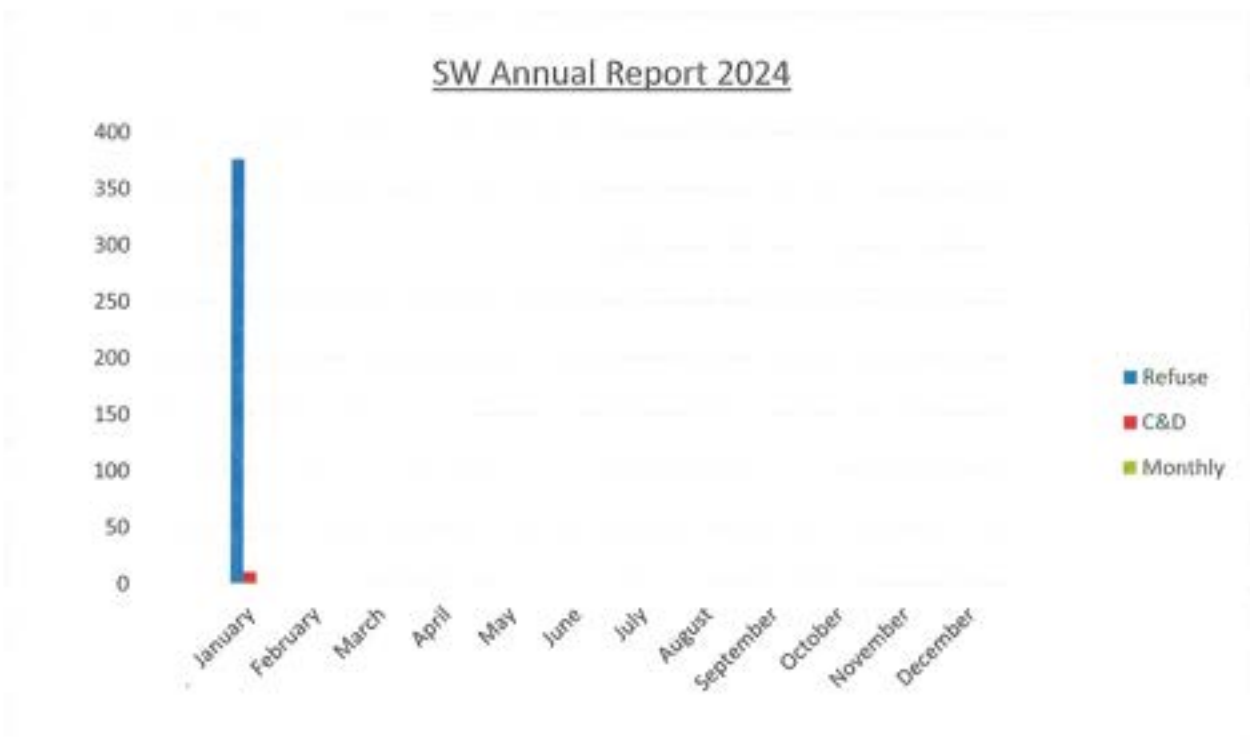
DIRECTOR'S MONTHLY REPORT

SOLID WASTE:

During the month of January, the department collected, transported, and disposed of more than 376 tons of Municipal Solid Waste (MSW) at the local landfill (Blountville). The collection, removal, and disposal of MSW represents an essential and viable service for the community and the quality of life. The methods of waste management mentioned above are just one key goal in the efforts to achieve the overall goal of source reduction.

The chart below represents the monthly total tonnage collected from the residential and commercial customers. The chart represents a moderate increase for tonnage collected from the previous month (December). The cost to dispose of refuse at Eco Safe Environmental was \$9,2973.68.

Junk Collection: There were 35 house calls requesting junk to be collected. This is one of the services that the Town of Jonesborough provides to our local community for a minimal monthly fee.



DIRECTOR'S MONTHLY REPORT

FYI:

On January 16th, 2024, the winter season came in with a blast of cold air and dropped the temperatures as well as snowfall which amounted to 4 to 6". The following day the windchill made it feel like it was in the teens and created some unsafe driving conditions in the form of "black ice."

Solid Waste was faced with cancelling our solid waste services for the first time in 30 years due to the hazardous conditions involving the weather and the unpredictable situation with the operations of the garbage trucks, during the route collection process. The conditions of the roadways in Jonesborough were very much unsafe to drive.

We did have the opportunity to at least get half the Tuesday route collected before I determined the conditions were just too unsafe to be continued. And made the executive decision to suspend the garbage collection services, as a precautionary measure for staff, public, and equipment, with the confirmation from my immediate supervisor (Craig Ford).

Twenty-one (21) trash collection containers (4, 6, & 8 yd.) will be advertised to be sold on govdeals. Along with the trash compactor and other various pieces of recycling equipment, as approved by the BMA.

Personnel:

Howard Brown unfortunately had an incident which caused him to be injured during work hours and now is under work or activity restrictions. The incident occurred on January 11, 2024. Currently, off, due to not having any light duty work assigned to accommodate his injury. He has a follow-up visit on 01/18/ 2024 @ 9:00 AM.

He was unable to perform his follow up appointment on 1/18/2024, due to himself being ill (sick) and Med works had to reschedule for Monday 1/22/2024. He was released back to work on Tuesday 1/23/2024 without any restrictions.

2024 BUILDING PERMITS REPORT

	<u># PERMITS</u>	<u>AMOUNT</u>	<u>FEES</u>	<u>NEW HOUSES</u>	<u>COMMERCIAL</u>	<u>RENOVATIONS PLUMBING MECHANICAL MISCELLANEOUS</u>	<u>ADDITIONS</u>	<u>SIGNS</u>
January	9	2,995,200.00	16,743.60	9	0	0	0	0
February								
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
TOTALS	9	\$2,995,200.00	\$16,743.60	9	0	0	0	0

Monthly Total

Year-To-Date

New House Permits 2,995,200.00

\$2,995,200.00

New House Permit Fees 16,743.60

\$16,743.60

Commercial Permits 0.00

0.00

Commercial Permit Fees 0.00

0.00

Renovations, Additions Permits 0.00

0.00

Renovations, Additions Permit Fees 0.00

0.00

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

YEAR - 2023				YEAR - 2024			
MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE	MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE
January	5	350,900.00	1,929.95	January	9	2,995,200.00	16,743.60
February	12	2,031,200.00	11,171.60	February			
March	35	3,776,990.00	23,648.20	March			
April	13	284,035.04	1,662.20	April			
May	25	2,322,195.00	12,791.70	May			
June	32	2,278,158.00	12,529.92	June			
July	36	109,225.15	600.74	July			
August	55	2,021,948.00	10,378.69	August			
September	No Report - Due to Resignation of Building Inspector			September			
October	31	643,786.00	3,755.25	October			
November	55	5,573,016.00	30,769.02	November			
December	5	1,090,173.54	6,270.80	December			
TOTALS	304	\$20,481,626.73	\$115,508.07	TOTALS	9	\$2,995,200.00	\$16,743.60

Utility Manager Monthly Report

January 2024

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

Distribution department installed 13 new service taps and repaired 27 service leaks for the month of January. The distribution department also completed 20 miscellaneous work orders and located 183 TN 811 one calls.

Water Quality Department read 12,941 meters for the month of January. The Water Quality Department cut off 103 meters with 58 of those for nonpayment. The Water Quality Department had a total of 14,632 total actions taken in the month of January. As of January 31st, Water Quality Department has changed out 12,730 meters to the new AMR meter system. The Water Quality Department completed all scheduled flushing for the month of January.

Water Plant processed 84.445 million gallons of water with a daily average of 2.724 million gallons per day in the month of January. The Water Treatment plant is operating at full capacity and is in need of an upgrade. Persimmon Ridge Tank has maintained an average level of 35 feet for January and Woodlawn Tank has maintained an average level of 20 feet for January.

Wastewater Department operated under normal conditions for the month of January. Wastewater had 3 overflows or releases in January due to mechanical and infrastructure failures. The North Cherokee extension is at the 99% completion mark. The new school sewer was completed. All industries are within compliance. The WWTP is operating well. The diesel redundancy pump did operate in January. The month of January experienced 12 days of precipitation for a total of 2.91 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For January, this rate was 41%, equating to an average of nearly 314,000 gallons daily.

County water line construction crew finished the Saylor Hill Rd project which is the 7th of 8 projects that are planned. The construction crew started the Dry Creek/Rockhouse Rd water line extension in the month of September. The Construction crew started the Dry Creek project on September 11th and has installed 15,000' of 6" DIP. To date the Construction crew has installed @ 60,500' of 6" DIP.

We had a busy January in Utilities. As of January 31st, 2024, Distribution, Water Quality Department and Water Treatment Plant have no vacancies and Wastewater has 1 vacancy. We are actively interviewing potential employees, but we struggle when it comes to start out pay to attract the people with the skill set, we need. I am working daily with GRW on the planning and design phase of the Water Treatment plant and transmission line. We have submitted the new Water Plant plans to SRF and USDA for review. We should be getting feedback in a few weeks on what the next steps are that we need to take. I am also working with Brightbridge to formulate a plan to install generators at our pump stations and at the Water Treatment plant.

Kevin Brobeck

Utility Manager

Town of Jonesborough
Water Quality Department
Monthly Report
January

<u>Meters Read:</u>	<u>Meters Cut On:</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
12,941	89	103	120

<u>Meter Maintenance:</u>	<u>Water Cut Off List:</u>	<u>Customer Inquiries:</u>
10 Meter Lids Replaced	58	38

71 Meters Marked

97 Meters Located

3 Meters Changed to AMR

New Service Taps:

6

Reports & Spreadsheets:

198

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Programmed AMR Meter Heads:</u>
33	103	214

<u>Valve Maintenance:</u>	<u>Cross Connection:</u>	<u>Water Line Locates:</u>
53 Valves exercised	Checked for 0	130

Dispatch & Service Calls:
365

Total Actions Taken:
14,632



TOWN OF JONESBOROUGH

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

Monthly Report January 2024

Water Distribution

Complaints Total - 0 16 - Total Complaints Last Month

Taps Installed - 13 31 - Total Taps Last Month

Tennessee One Call - 183 230- Total Last Month

This Month there were 183 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board

Water Leaks Total- 27 26 - Total Last Month

Down Meters Installed Total - 2 2 - Last Month

Meter Box Replaced Total - 7 10 - Total Last Month

Paving Locations - 0 1- Total Last Month

Yard Work Clean Total - 0 0 - Total Last Month

1. Yards to sow (199 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement
3. Taps to be done =2

GPS Project Goals

January 2024: For the month of January 2024 there were no GPS points surveyed.

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

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

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

Linear feet of water line GPS- 906,626'

Miles of water line GPS- 171 miles

Meters GPS- 3,946

Valves GPS- 767

Hydrants GPS-193

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

GPS- The Town of Jonesborough water system is approximately 35% mapped, with approximately 1,848,000 feet of water line in the ground. The Goal is to get all water lines, valves, hydrants, and meters mapped in a GIS format that can be used on an IPAD for reference online size and valve location. This will reduce time spent on leak repair and help with isolating the water system in putting the fewest customers out of water during a leak repair. It has been suggested that we utilize an intern program from ETSU for the summer. This will help tremendously due to the department being shorthanded and having only limited time to dedicate to GPS program. Currently we are looking at 10-15 years before the water system is completely mapped.

Meter Change Out Program

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

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

For the month of January Town Crew

The Town crew has also assisted in changing out old meters and replacing with automatic reads (6). Replaced 4" meter at Washington County Detention Center Court House.

Spring Ridge Subdivision Old Boones Creek Rd bore under road.

The Town Crew repaired 5 hydrants this month.

Upcoming Line Extensions Town Crew

Big Wood Road 750'

Slaughterhouse on Hwy 11E – 1,000' 6" D.I.

12" waterline on Blalock Rd tie in 11E and Slate Hill tie in.

Completed Line Extensions Town Crew

Paynetown Road 300' – Completed

Industrial Park EDA Project 4,000'- Completed

Fire line 6" k-8 school – Completed

Upcoming Line Extensions County Crew

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

County Crew Completed Projects

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

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

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

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

Malone Hollow- County Crew- Completed

Saylor Hill Road- County Crew -Completed

County Construction Crew

For the month of January 2024, the County Construction Crew has installed 2,140' of water line on Dry Creek Road this month. The crew has also sewn 800' feet of the ditch line where the water line has been installed. The crew had installed 2 taps. The county crew also helped during the cold weather event from January 16 through 22 2024. They were on 12-hour shifts morning and night.

Current County Crew Project Dry Creek Road

11,833' D.I. total to date

The County Crew started Dry Creek Road September 11, 2023.



TOWN OF JONESBOROUGH

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Wastewater – January 2024 Monthly Operations Summary

Date: January 30, 2024

Customer Calls:

Total: 8 Resolved: 8

TN&I: Taken: 206 Required Action: 77

Sewer Taps:

New: 0 Completed: 0* Pending: 0 Pending Contracted: 138*

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

Projects Underway:

1. Washington County Industrial Park

System Maintenance:

Line Cleaning: 1000'	Line Inspections: 0*	System Repairs: 2
Station Repairs: 2	Station Cleaning: 19	STEP Unit Repairs: 2

Overflows/Releases/Bypasses:

1. Stage Rd. LS – Mechanical Failure – 1/11/24 – 100 gallons
2. Timber Ridge FM – Line Failure – 1/25/24 - 100 gallons
3. Bush Hog LS – Mechanical Failure – 1/30/24 - 100 gallons

Town of Jonesborough
Environmental Services
Department Monthly Report

January 1, 2024
thru
January 31, 2024

Wastewater Plant: The WWTP is running well. The Diesel Redundancy Pump did operate in January. The month of January experienced 12 days of precipitation for a total of 2.91 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For January, this rate was 41%, equating to an average of nearly 314,000 gallons daily. No Bypass' occurred in the Month of January

Wastewater Plant Compliance – January 2024

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	14mg/l – 94lb/d	21mg/l – 167lb/d	N
CBOD Weekly	20mg/l – 138lb/d	25mg/l – 208lb/d	N
CBOD Daily	33mg/l – 84%Rmv	30mg/l – +40%Rmv	Y
Ammonia Mo.	3.9mg/l – 33lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	4 mg/l – 19lb/d	12mg/l – 100lb/d	N
Ammonia Day.	7.8mg/l	16mg/l	N
TSS Monthly	43mg/l – 303lb/d	30mg/l – 250lb/d	Y
TSS Weekly	97mg/l – 639lb/d	40mg/l – 304lb/d	Y
TSS Daily	203mg/l – 0%Rmv	45mg/l – +40%Rmv	Y
E. coli Monthly	3.3/100ml	126/100ml	N
E. coli Daily	242/100ml	941/100ml	N
Chlorine	0.42 mg/l	2.0mg/l	N
Sett. Solids	0.6ml/l	1.0ml/l	N
Diss. Oxygen	8.4mg/l	6.0mg/l Minimum	N
pH	7.5su/7.9su	6su – 9su min/max	N

Sewer Construction/Collection System: Three Releases occurred in January due to mechanical failures and a force main break. The Washington County Industrial Park Extension is underway and is currently 10% complete.

Industrial Pretreatment: Sungwoo Hi-Tech is currently out of compliance with its discharge permit due to a service connection in its QC Lab but has ceased all production while conducting upgrades to the facility.

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

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

Cobern O. Rasnick
Director of Environmental Services

Work Orders By Type

01/01/2024 to 01/31/2024 as of 1/30/2024
...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	250
Total Work Orders:	250

Work Orders By Type

09/01/2017 to 01/31/2024 as of 1/30/2024
...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	127
WW-Requested Work	6
WW-Corrective	13
Total Work Orders:	148

	Current Month	Previous Month	% Change
Work Orders Generated	328	244	+25%
Percentage of Completion	76%	93%	-17%
Work Orders Completed	250	226	+16%

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

Jonesborough Water Treatment Facility

Monthly Report

January 2024

For the month of January, the total amount of water processed was 84.445 million gallons, with a daily average of 2.724 million, a maximum of 2.881 million, and a minimum of 2.552 million.

- 1/2- Collected first round of bacteriological samples and received a shipment of fluoride and salt.
- 1/3- Worked on the TVA annually water withdrawal report required by the Tennessee Valley Authority.
- 1/4- Osborn Electric came and installed two LED flood lights in the intake wet well.
- 1/8- Collected TOC, DOC, and fluoride samples to be sent to Waypoint Analytical for our monthly verifications. Changed VFD filters and greased all pumps at the Water Facility, Rockhouse pump station, Woodlawn pump station, Charlie Hicks pump station and the Intake. Also, completed all Monthly Operations Reports and turned them into TDEC.
- 1/9- Experienced extreme high local winds that caused our pump stations to trip. The VFDs were reset multiple times throughout the day and night.
- 1/10- Our larger positive displacement diaphragm pump had impeded flow. After investigation, the issue was found to be a blockage in the pump diaphragm. The pump was disassembled, thoroughly cleaned, and reassembled in working order.
- 1/12- Continuation of extreme localized storms causing our pump station pumps to trip. Had to cut fallen trees out of Rockhouse Road in order to get to the pump station.
- 1/15- Went to Jefferson Sales in Kingsport to pick up a new sump pump that replaces the one in the raw water pit.

- 1/16- Changed the oil in our diaphragm pumps.
- 1/17- The Centrifugal pump that pumps our raw water sample line into the lab began leaking. We replaced all the fittings and pumped the water out of the pit.
- 1/18- The VFD fan for our high service pump wasn't working properly. Replaced the deficient fan and ordered a backup.
- 1/19- Collected second & third round of bacteriological samples.
- 1/20- The wet well height began to rapidly decrease. After investigation we discovered the intake screens were in fact clogged up due to ice and sand. We continued to blow the Johnson screens off while making contact with Xylem to have back up diesel pumps installed.
- 1/21- The arctic temperatures caused us to continually blow the Johnson screens off. The water heater for our Miox disinfection system wasn't working properly. Contacted Osborn electric to resolve the issue.
- 1/22- Woodland SCADA system kept tripping offline and had to be reset multiple times.
- 1/23- Cleaned the cell and replaced the reagents on our HACH cl17 monitor.
- 1/25- Ordered level controllers for our two chemical tanks.
- 1/26- Cut up and removed tree limbs and fallen debris around the treatment facility grounds.
- 1/29- Began replacing all 6 pump packing drain lines that were clogged up from debris.
- 1/30- Sanded and scrapped the pump stands at Woodlawn pump station.
- 1/31- Started preparing the February MOR information.

- All pump stations/tanks have been checked and maintenance performed as needed

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

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



TOWN OF JONESBOROUGH

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JONESBOROUGH, TN 37659
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FAX (423) 753-1074

Street Department

Monthly Report

January 2024

The month of January always presents a challenge when working outdoors on construction projects, but opportunities for progress are always found and exploited. During the month, Street Forces worked on several ongoing projects and experienced the winter season's first real winter storm event. Forces completed a drainage installation project on E. Main Street (associated w/the E. Main Sidewalk project) and removed a storm damaged pedestrian bridge for replacement on the walking trail near W. Main Street. Forces backfilled areas adjacent to newly placed sidewalks on the W. Main Street sidewalk project, placed thermoplastic striping and worked alongside Stansell Electric on the Tiger Way/Jackson Blvd traffic signal project, as well as battling a week-long winter storm event mid-month.

Forces used some rare dry weather to install the last segment of storm water drainage thru a property located @ 260 E. Main Street. The drainage piping originating on the north side of E. Main, and traveling under E. Main to the south side, had originally 'daylighted' in the yard of the residence @ 260 E. Main Street. An agreement was made w/the homeowners to connect onto the original drainage piping, and to extend the piping approximately 120' past the residence and into an existing drainage area. Since the drainage involved w/the E. Main Street sidewalk project would likely collect more storm water since the upgrades, potentially sending more water into the yard of 260 E. Main, an agreement was made to pipe/carry the runoff past the residence and into the existing drain area. Forces used equipment to dig a narrow ditch from the outlet of the original piping, to the lower end of the property and into a grassy original drain way. Forces tied onto the existing piping and extended 120' to the new outlet area. Forces also installed a 'T' for future maintenance if necessary. Forces were careful to minimize disturbance on the project, and neatly backfilled and compacted the area of the newly installed drainage piping. Forces would return in three weeks to place a small amount of top soil due to expected settlement, and apply grass seed and straw for moisture retention and sediment control. The homeowners seemed very happy with the result of the project.

Forces cut/removed offending trees near/around the existing small pedestrian bridge slated for replacement on the walking trail near Barkley Creek. Overgrown trees/vegetation in the area of the bridge warranted removal before construction of the new bridge. Forces cut/removed trees near the bridge location, as well as trimming trees overhanging the existing bridge, so that the danger of falling limbs would not exist over

the new bridge. Forces then used equipment to cut up and remove the railing and walkway of the existing (storm damaged) bridge. Forces then used the old brush truck and skid loader to remove and load out all the brush and bridge parts for disposal. Forces cleaned and inspected the existing concrete abutments, deeming them suitable to house the new bridge. Forces used torches to remove existing attachment hardware, due to loss of section of the steel. Forces welded new attachment hardware into place, and used equipment to set the already prepared steel I-Beams. As with three other pedestrian bridges in town, this bridge would have steel I-Beam substructure, wrapped in a wooden superstructure and bridge railing. The I-Beams were welded to the support brackets, which were fastened to the concrete abutments. The beams were painted to prevent surface rust. As a side note, the bridge approaches would be modified so the sharp exit from the bridge could be softened, making for a much more user-friendly walking experience. Also of note, the new bridge would be a foot wider, and about a foot lower to the ground, so the bridge approaches would not be as steep as before. The scour in the creek channel was also stabilized while no bridge was in place over the channel. The construction of the new structure is continuing.

Street Forces and the Director were involved in the implementation of the new traffic signal @ the intersection of W. Jackson Blvd and Tiger Way. Just ahead of the new K-8 School opening day, Stansell Electric Forces cut detection loops in the asphalt, and installed the final pieces of the temporary traffic signal @ that location. Street Forces had previously placed thermoplastic striping in the 'permanent' striping locations laid out and coordinated w/by the Stansell Traffic Engineer. Forces touched up some of the striping that had been defaced during detection loop installation. The Street Director coordinated with the Stansell Engineer to fine tune signal timing after the Director had studied traffic movement in the area during peak times (school drop off/pick up). It was agreed to place (3) special signal timing programs @ that intersection to maximize efficiency of all traffic movements. A special program modified signal timing during school drop off in the morning, pick up in the afternoon, and a special program for extending the west bound signal in the afternoons from 4 – 6 pm, so that traffic will hopefully not back up to the Boone Street traffic signal. Parents/drivers have been adjusting their timing/routes taken to the school for a few weeks now. Hopefully the new signal timing is working well for most drivers. Forces also removed some offending trees in the median of W. Jackson just east of Tiger Way. Some motorists complained of the trees being in their line of sight @ the new signalized intersection. Forces cut/removed the trees, then used a stump grinder to remove the tree stumps. Forces loaded out and hauled away the brush generated by the tree removal. Major Higgins and his JPD Forces were extremely helpful in maintaining a safe work zone for Street Forces working in/around that very busy section of roadway. Many thanks go out to the Police Chief, Major Higgins and JPD Forces for their excellent assistance as ever.

Street Forces faced a large winter storm event mid-month. In advance of the approaching winter storm, high winds downed three trees in town, forcing the closure of three streets as Bright Ridge Forces and Street Forces worked to repair the damage and reopen the streets. Behind the wind, came a winter storm producing ice, snow and wind. Forces were split into two groups or shifts, working basically around the clock for several days during the week. Street Forces reported in overnight before the Martin Luther King holiday, working the entire next day. In a very thoughtful action, Town Leadership and the BMA thought it appropriate to reward Forces working during the storm/emergency, with an extra 8 hours of holiday pay. This was well received and appreciated by all Forces working during that emergency. Forces continued to work the entire week, to battle snow, ice, frigid temperatures, then more snow and ice @ the end of the week. Fleet Maintenance Forces worked alongside Street Forces, to keep the plow trucks

rolling. It was a brutal week for all Town Forces and staff, but perseverance eventually paid off. By the following week, Town Forces were able to distance themselves from the storm event, clean snow removal equipment and move back into project mode.

During the better weather times during the month, Forces placed rolled curbing in New Halifax, replaced/repared several street signs damaged during the storm event, backfilled sidewalks on the W. Main Street sidewalk project, loaded and transported trash dumpsters for Solid Waste to be sold on GovDeals, helped Fleet Forces replace a track on the John Deere track hoe, and to move tools equipment out of the current Street Facility so the building can be removed for replacement.

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

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

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

Director of Streets
Malcolm Highsmith

Street Department – 1320 – January 2024 Daily Work Record (DWR)

1/2/2024

1. Street Department Forces cut/removed (7) crepe myrtle trees in median of W. Jackson Blvd, near Tiger Way. The trees were removed as they caused visibility issues for motorists. With the assistance of JPD, Forces removed all brush from the tree removal operations on W. Jackson Blvd
2. Forces removed hi-visibility fencing from town owned lot in New Halifax subdivision. The Halifax HOA complained about the fencing, so it was removed. Forces trimmed low hanging trees on New Halifax Street, and removed the brush
3. Forces removed forms/falsework from newly poured concrete drain on Jackson Ct inside Green Hills subdivision
4. Forces placed cold patch to decrease the height of a previously placed asphalt rolled curb in New Halifax subdivision. The HOA had reported that the rolled curb was too tall for some vehicles to pass over smoothly. The rolled curbing had been placed to control storm water runoff

1/3/2024

1. Street Department Forces transported a stump grinder from E. TN Rentals to grind stumps of trees removed from median area of W. Jackson the previous day. Forces ground stumps and returned stump grinder the Rental yard that same evening
2. Forces loaded mini-excavator and transported to 620 E. Main for use by Waste Water department. Forces offloaded mini-excavator for WW Forces
3. Forces placed traffic cones in front of freshly poured sidewalk on Oak Grove
4. Forces placed sign post and new STOP Ahead sign on Tavern Hill @ the approach to the intersection w/Skyline Drive
5. Forces placed sign posts and No Overnight Parking on Town Owned Properties signs in Lincoln Park, Stage Road Park and Parson's Table lot
6. Forces used traffic control devices and signage to close Skyline Drive to thru traffic for Pavewell Forces to place asphalt on 1500' section of Skyline Drive

1/4/2024

1. Street Department Forces reported in early as a response to call from JPD reporting some snow coverage on Main Street. Forces spread road salt on bridges/overpasses, hills and intersections
2. Forces unloaded and cleaned snow plow truck after salt spreading operations were completed
3. Forces trimmed trees overhanging bridge replacement project over Barkley Creek. Forces removed tree debris generated from tree trimming. Forces used the man-lift to access the upper limbs
4. Forces placed (4) 20 mph speed limit signs on the 'New' Skyline Drive, north of the new K – 8 school, and (3) 20 mph signs on 'Old' Skyline Drive

1/5/2024

1. Street Department Forces cut/removed existing bridge over Barkley Creek just off W. Main Street. The bridge had been severely damaged by fallen tree during strong winds/tornado
2. Forces loaded out and removed all remaining parts of the former bridge over Barkley Creek. Forces loaded out brush that had been cut from same area
3. Forces rolled on Cure – n – Seal onto newly poured concrete sidewalks on Oak Grove
4. Forces loaded top soil onto green 6x6 dump truck for use in backfilling operations

1/8/2024

1. Street Department Forces laid out paint striping on Skyline Drive for WCHD Forces so those Forces could paint stripe the street when weather permitted
2. Forces used topsoil to backfill sidewalks on the W. Main Street sidewalk project
3. Forces trenched drainway on ROW near 100 W. Jackson Blvd to remove runoff from standing near intersection of N. Cherokee St/W. Jackson
4. Forces repaired STOP sign @ intersection of W. College/Watauga Ave
5. Forces inspected drainage flow from new School property passing under Thompson Meadow Lane. Drainage was performing well
6. Forces used cold patch asphalt to patch an area of Oak Grove near intersection with W. Main Street
7. Forces placed red reflector strip on STOP sign post @ Tavern Hill/Skyline Drive

1/9/2024

1. Street Department Forces excavated small drainage trench on ROW adjacent to speed table near 230 E. Main Street. Forces redirected storm water runoff from gathering behind speed table, instead to Clay Avenue
2. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond @ the 4 facility is functioning as designed.
3. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.
4. Forces removed trash cans from drain inlet @ Texas Burrito on Courthouse Square East. The cans frequently blow into the creek, occluding water flow and causing issues
5. Forces used open broom sweeper to clean tree debris from roads due to very high winds as of late. Forces swept W. Main St, Charlem Hills, Rainbow Dr, Shell Road, Skyline Drive, Rocky Hollow, Pine St, Grandview Ave and Lincoln Park parking lot
6. Forces repaired damaged STOP sign @ intersection of Louise Lane/McCoy Circle
7. Forces cleaned asphalt from roadway @ 514 E. Main St

1/10/2024

1. Street Department Forces reinstalled damaged signage near intersection of W. Jackson Blvd/Ben Gamble road
2. Forces began removing tools and equipment from current damaged Street Dept building so the building could be razed/removed

1/11/2024

1. Street Department Forces (re)ainted Turn Arrows on Tiger Way. The arrows were defaced when the signal personnel cut the asphalt and placed loop detection wires for the new traffic signal
2. Forces placed sign post and NO U Turn sign @ east approach median of Jackson Blvd near Tiger Way
3. Forces placed traffic counters on Tiger Way and on N. Cherokee Street near Thompson Meadow Lane
4. Forces transported the mini-excavator and skid loader to 260 E. Main Street to install drainage piping @ that residence. Forces laid out the path for the new 8" drainage piping, and excavated to grade. Forces installed drainage piping, cleanout 'T', and backfilled above the drain pipe. Forces used Class A-1 Rip Rap as a spillway where the new drainage piping 'daylights'. The Director had previously discussed the path of the drainage piping w/the resident of 260 E. Main. This drainage piping extension was part of conveyance of storm water runoff from the north side of E. Main, which passes under E. Main onto the 260 E. Main property. The pipe extension conveyed storm water south of the residence, into a natural drain path
5. Forces used equipment to mound topsoil pile being donated from school property by Summers – Taylor, so that Summers could bring more loads of topsoil. The donated topsoil was located near Fleet Maintenance facility

1/12/2024

1. Street Department Forces responded to 'downed tree' call from JPD on Stage Road. The tree had fallen due to extremely high winds. Forces coordinated with Bright Ridge to remove the tree after Bright Ridge Forces had removed the downed power lines.
2. Forces responded to 'downed tree' call from JPD @ the intersection of S. Lincoln Ave/ Spring Street. Forces used traffic control to close S. Lincoln to thru traffic temporarily. Bright Ridge Forces removed the downed power lines, Street Forces then removed the tree/debris from the roadway
3. Forces transported JPD's connex box to the Street Department facility so tools and equipment could be stored in this container. Forces also transported the trailer carrying the Main Street bridge 'beams' to the Street Department to be used in the walking trail bridge replacement project
4. Forces used open broom sweeper to clean Fleet Maint access road and Waste Water pump station access road, as Summers Taylor had tracked out some mud while bringing top soil to our facility

1/14/2024

Sunday

1. Street Department Forces reported in to prepare for impending snow/ice event. Forces prepared salt spreading equipment, backhoe for loading salt etc
Forces fueled all equipment for use during snow event

1/15/2024

Holiday

1. Forces used snow removal equipment to remove ice/snow during winter storm event

1/16/2024

1. Street Department Forces continued to use snow removal equipment for ice event. Forces continued to use snow removal equipment for snow event
2. Forces scraped and salted entry road, parking area and walkways @ the Fitness Center so JPD Forces could work on interior build-out of structure
3. Forces scraped and salted entry road and parking area of Gillespie building for upcoming JAMA food bank

1/17/2024

1. Street Department Forces used snow removal equipment to clear the Senior Center parking area entrances and parking lot, as the Center planned to open @ 10:00
2. Forces continued to use snow removal equipment to remove snow/ice from town streets
3. Forces again salted Fitness Center lot as well as Gillespie building parking lot to remove snow/ice

1/18/2024

1. Street Department Forces made several repairs to snow removal equipment, and continued to clear streets of ice/snow
2. Forces repaired mailbox @ 217 N. 3rd Ave as it had been slightly moved by snow removal equipment
3. Forces erected 36" x 36" STOP sign @ intersection of Tavern Hill/Skyline @ the Director's request. Forces placed 'STOP ahead' signage on Tavern Hill just north of the intersection w/Skyline Drive also @ the Director's request
4. Forces replaced damaged sign post for 30 mph sign on SR-81N
5. Forces reinstalled sign and post for 20 mph sign near 4th Ave/Depot intersection
6. Forces fueled backhoe and snow removal equipment for impending ice/snow event
7. Forces moved salt from right bay of salt bin, to left bay of salt bin for better access
8. Street Dept. 2nd Shift workers reported to work @ 5:30 pm for the overnight shift of removing ice/snow removal

1/19/2024

1. Street Department 'day shift' reported in to work for ice/snow removal for 12 hour shift
2. 'Night crew' overnight snow removal crew went home @ 07:00 after working overnight snow removal shift

1/22/2024

1. Street Department Forces cleaned/removed road salt from salt equipment beds.
2. Forces inspected/prepared crane truck to load lumber for W. Main St. pedestrian bridge replacement project
3. Forces used laser level equipment to take shot points on existing bridge abutments for W. Main St. pedestrian bridge replacement project
4. Forces transported bridge replacement lumber from Builders First Source on bed of crane truck

1/23/2024

1. Street Department Forces made repairs to and replaced 'plow feet' on (2) snow plows due to wear/usage. Forces used materials provided from B & H plow shop as well as flat steel from Valley Equipment. Forces cut/welded material for plow feet on older plow that does not have stock feet/shoes
2. Forces washed/cleaned all plow trucks, salt boxes and plows on front ends of plow trucks
3. Forces picked up broken pieces of 'rolled curbing' on May Drive due to being broken during snow removal operations
4. Forces moved materials from around existing Street Dept/Solid Waste warehouse so the building could be razed/removed

1/24/2024

1. Street Department Forces used backhoe and skid loader to set steel i-beams for pedestrian bridge replacement on walking trail near 614 W. Main St
2. Forces used knuckle boom truck to remove brush near bridge replacement project on W. Main St
3. Forces 'decommissioned' leaf vac/truck so the truck could be used for other purposes/duties throughout the year. Forces thoroughly cleaned the leaf vac unit
4. Forces washed the back hoe which had been used during snow removal operations
5. Forces washed the skid loader which had been used to set steel bridge beams
5. Forces place tall cones @ intersection of Washington Drive and W. Main St so formwork for concrete sidewalk would not be run over by vehicular traffic
6. Morton Salt delivered 100 tons of road salt to WCHD asphalt plant for the Town. The salt would be loaded out and transported to town facilities. The large dump trucks transporting the salt for Morton could not fit into town facilities

1/25/2024

1. Street Department Forces assisted Fleet Forces in placing 'track' back onto the John Deere 230 Track hoe so it could be used to demo former Street/Solid Waste facilities.
2. Forces 'staged' brush in brush yard for Solid Waste using John Deere 230 track hoe. Forces moved the brush near the tub grinder so Solid Waste Forces could access the brush pile
3. Forces used equipment to consolidate road salt in salt bin area, so it could be more easily accessed when needed
4. Forces greased back hoe, skid steer, plow trucks
5. Forces loaded out and removed brush from near area of former pedestrian bridge near 614 W. Main St
6. Forces completed maintenance of plow trucks, installing skid shoes/gauge plates

1/26/2024

1. Street Department Forces worked on installation of replacement pedestrian bridge on walking trail just south of W. Main Street. Forces removed existing steel mounting saddles as the replacement steel I-beams are different size than previous beams
2. Forces hung doors @ JPD/JFD training center
3. Forces continued to remove equipment for former Street Dept. shop and place into box trailer so building could be razed

1/29/2024

1. Street Department Forces welded anchoring plates for bridge beams on the pedestrian bridge off W. Main Street near 614 W. Main Street. Forces welded bridge beams onto steel anchoring plates
2. Forces removed/disposed of broken concrete pieces from W. Main St shoulder area that concrete contractor had left
3. Forces loaded yellow asphalt roller trailer to compact washed out road shoulder/apron on Scott lane
4. Forces loaded Grade C base stone for use to repair damaged road shoulder/turn-around on Scott Lane. Town trash trucks/recycle/brush trucks use the area as a turn-around and had degraded the area substantially. Forces used the asphalt roller to compact the base stone

1/30/2024

1. Street Department Forces hauled road salt from the WCHD covered shed on Asphalt Plant road. Street Department had no area to temporarily store the salt (in the dry) until it could be off loaded into the salt bin @ Street facilities. The new covered shed could not accommodate the Salt Contractor's supply trucks. Street Forces trucked the salt from WCHD to Street facilities and placed into salt bin
2. Forces loaded out (21) old steel dumpsters from Solid Waste/Street facility and hauled to Fleet Maint. lay down yard for sale on Gov.deals
3. Forces welded pedestrian bridge I-Beams to steel brackets fastened to concrete abutments. This is bridge replacement project near 613 W. Main Street walking trail
4. Forces repaired alley in New Halifax damaged by trash truck sliding in gravel.
5. Forces repaired gravel turn around @ end of Scott lane

1/31/2024

1. Street Department Forces cut/removed broken drainage structure on Fox Street near RxR tracks due to the top/inlet of the structure being broken. Forces also welded/fabricated new frame for drainage structure on Fox St.
2. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond @ the 4 Oaks facility is functioning as designed.
3. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.
4. Forces cleaned curb inlet drains @ Parson's Table parking lot
5. Forces used water truck to remove mud from Kirk Lane. The Building Inspector was contacted to have the contractor place silt fencing on the construction project
6. Forces used water truck to wash roadway near construction project on Skyline Drive The Building Inspector had been in touch w/the builders of the development, explaining town policy on 'track out' of construction site
7. Forces used water truck to wash portion of roadway on New Hope road. The Street Director contacted the builder of the development (Matt Bowers). This development was not inside the city, but connected to a city street. The developer agreed to have gravel placed in all areas of contact w/the city street. The developer did place gravel in the proper locations to protect 'track out'. The developer was issued a warning and was sent the Town's policy on mud/track out



Storytelling Capital of the World

Cameo Waters

Director of Tourism & Main Street

January 2024 Monthly Report

Updates and Projects

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

Main Street and Downtown Update

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

Involved in assisting JAMSA with event planning and marketing

Completed Main Street Jonesborough Program annual report

The Economic Vitality Committee met in January to further discuss the business inventory and decided on the below categories:

Business/Property Name	Address	Property Owner	Email	Phone	Year Built	Square Footage	Rent/Sq Ft.	Jobs	Original Use	Previous Use	# Of Floors
Upper FL Living	Accessed Value	Last Sold For	Yr. Last Sold	Special Features	Updates Needed	Updates Made	Grants Utilized	Additional Notes			

Tourism update

Continued working with Visit JC and other regional partners on large events coming to the area in a year (motorcoach association and Miss TN pageant and the travel writers association) We nailed down more details for the motorcoach group

Finalized the TN Songwriters event

Received approval for \$40,000 for TDTD ARP Funds

Attended Northeast TN Tourism Pinnacle Award planning meeting

We filmed our portion on the NETN Tourism’s economic Impact video that will be shown to our legislators in March

Marketing

2024 marketing planning continued as well as discussion on future ARP dollars

Our First Visitors Guide redesign meeting was held and the cover concept was decided upon

Horse and Carriage in front of the Jackson

Focus on horse and carriage and the Jackson Theatre marquee in the background:

Horse and carriage coming down Main Street with a dog in the front seat. James (driver) is dressed in period clothing

There is a family in the carriage a bit more dressed up, with a coffee in hand, and a blanket

You can see the Jackson Theatre marquee in the background

Do this at sunset so the marquee is lit, the street lamps are on, and maybe add in a light pink sunset

Marketing was heavy for Chocolate Fest and the St. Paddy's Festival

We are continuing our weekly segment on WJCW. The goal is to share information regarding Town projects and to keep individuals informed

I did a number of media interviews for TN Songwriters event

Events

The St. Paddy's event and first annual parade were approved at the January BMA meeting so planning for that has been in full gear

Assisted in planning aspects of JAMSA's Chocolate Fest

Began lining up food trucks for Brews & Tunes



January 2024 Monthly Report

Amber Crumley, Director of Special Events

- Ticketing duties for January 2024 completed:
 - January 2024 ticketing revenue and donation through the ticketing site was \$53,526.00.
 - Completed event audit & financials for: JRT's 1940's USA Christmas Show.
 - Input tickets to sell: 2024 Chocolate Fest (4 time slots & After Dark Tickets), Tennessee Songwriters Qualifying Round, February StoryTown Radio Show and the McKinney Center's Masterpiece Mingle.
- Completed payables and purchase order requisitions for the Old Town Emporium, Department of Tourism and Visitors Center.
- Completed the Stripe transaction reconciliation for all ThunderTix January 2024 transactions/payouts and submitted to Gina Larkins and Janet Jennings.
- Continue to assist Matt Gulley with ideas, merchandising and ordering for the Olde Town Emporium.
- Continue working with Phil Fritts on getting the VC ADA compliant, starting with automatic openers for our front entrance & exit doors.
- Attended the January supervisors meeting at the Visitors Center.
- Put together event reviews for all four of our Christmas in Olde Jonesborough events. Also worked on an agenda and lined up a Christmas Wrap Up meeting with Tourism, Visitors Center, Heritage Alliance and McKinney Center staff.

- Had an initial meeting with Jeff Gurley (The Lollipop Shop, JAMSA) to discuss plans, times, tickets, tastings, etc. for a new JAMSA event called Masters on Main that is planned for April in Downtown Jonesborough.
- Attended the January JAMSA membership breakfast meeting. I discussed some details for St. Paddy's Day, Easter Eggstravaganza and Music on the Square with the group.
- Organized and attended a meeting with Main Street Café & Catering on a menu & pricing for our Music on the Square Fundraiser, which will be held at the McKinney Center on April 19th from 6pm-8pm.
- Organized and attended a meeting with Sam Love to discuss plans for the 2024 MOTS season, line up, sponsors and potential events to help raise funds for the season.
- Attended the second Economic Vitality Subcommittee meeting at the Visitors Center.
- Completed our requests for the First Horizon Foundation Grant that we submit with the Heritage Alliance. In 2023, we were able to get a grant in the amount of \$3,000 for Jonesborough Days.
- Participated in a meeting to discuss marketing and additional help for the Historic Jonesborough Dance Society.
- Attended a meeting with Cameo Waters and two members of the Community Chest (Kay Grogg and Ruth Verheige) to discuss plans for Volunteer Appreciation Month and an appreciation dinner.
- Completed event memos for the BMA and town staff for Music on the Square Season Series, Memorial Day Celebration and Veterans Day Celebration.
- Attended the third Chocolate Fest meeting to finalize details on serving amounts, décor, signage, etc.
- Attended a meeting with JJF Productions on offering a Little Miss Jonesborough Pageant during our 2024 event.

Visitors Center January Report – February 7, 2024

Thankfully, it's a little uneventful in the town and the visitors center after the madness that is the holidays. It gives everybody a chance to sort of decompress and get their bearings again after running basically wide-open for the last three months of the year. We took some of the time to reevaluate what items we need to restock and which ones we can essentially let fade away. We've been getting orders together so we can send in a stack of purchase orders to tide us over after spending is cut off in April. Expect those shortly.

We did reorder our Town of Jonesborough logo-stamped bags and tissue paper for purchases in the Old Town Emporium, as well as placing an order for hummingbird feeders from Perry's Enterprises in Pigeon Forge. We've carried Perry's feeders for years, and they're a very popular seller for us. We ordered more varieties than our previous orders to give our customers more from which to choose, as well as slightly increasing our prices due to Perry's slightly increasing theirs.

We've also started selling the *Herald & Tribune* in the gift shop. It was slow-going at first, but sales have started to pick up as more people realize they can buy it here. The H&T operated a newspaper box in front of the VC for years, but eventually, they stopped using their newspaper boxes everywhere. They did allow us to repurpose the one here as Jonesborough's Free Blockbuster; it's essentially the same as a Little Free Library or the Blessings Box but with DVDs. I've wanted to make one for years and took the initiative when the opportunity presented itself. It's proven a hit so far, with the initial Facebook post announcing its presence being the visitor center's most popular post ever.

While town-wide events are at a low in January, rentals have been skyrocketing. Our rental revenue in January 2024, with a total of \$2715.00, outpaced every single month in 2023 and is our highest-grossing month since October 2018. Calls and emails for bookings started hot and heavy as soon as the new year began, and so far, are still going steady.

Sincerely,

Matt Gulley, Visitors Center Manager

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 7

SUBJECT: Mission Statement – Senior Center MyRide Program

See Attached Memo from Mary Regen for the information in regard to the MyRide Mission Statement.

Memo

To: Mayor Vest

From: Mary Regen

Date: January 29, 2024

Re: MyRide Mission Statement

In reviewing all our policies, a review of our MyRide Mission Statement was completed. Our MyRide program has been going strong for over five years. The previous mission statement for this program was developed by the First Tennessee Area Agency on Aging and Disability and now that MyRide, is strictly under the leadership of the Town of Jonesborough, we would like to purpose a new mission statement as follows, *"Providing door-through-door transportation for seniors in our community that is affordable, dependable and safe, by dedicated and caring volunteers, leading to friendships, life enrichment, and peace of mind"*. This MyRide Mission Statement was prepared by our MyRide Coordinator Susan Katko, with input and approval from the Senior Center Advisory Board. Please see the attached minutes.

Thank you for your consideration,



Mary Regen

JONESBOROUGH AREA SENIOR CITIZENS ADVISORY COMMITTEE

Meeting Minutes for January 25, 2024

Members Present: Tom Pardue
Phyllis Fabozzi
Pat Wolfe
Carlos Turriate
Mike Willis
Pauline Douglas
Charlene MacIntyre

Members Absent: Hing Wong
Joe Allison

Senior Center Staff Present: Mary Regen

Next Meeting: February 22, 2024 at 4:00 p.m.

- 1. Call to Order:**
Meeting was called to order by Tom Pardue
- 2. Approval of Minutes**
Minutes from December 7, 2023 were reviewed. A motion to approve was made by Pat Wolfe. Seconded by Phyllis Fabozzi. Approved by unanimous Committee vote.
- 3. Financial Accounts Review**
Mary Regen provided handouts detailing November/December to current date statements and advised current balances. Special projects, First Horizon and MyRide account balances continue to be very healthy. Discussion was held to entertain using local Jonesborough florist for any floral business ordered by the Senior Center. A motion to approve the November/December financial accounts was made by Pauline Douglas. Seconded by Mike Willis. Approved by unanimous Board vote.
- 4. Old/Unfinished Business**
There was no old, unfinished business to be reviewed.
- 5. New Business – Advisory Committee Member Nomination**
Discussion was held on current opening on Advisory Committee. Lorena Craddock has expressed interest in becoming an Committee Member. A motion to nominate and approve Lorena Craddock as the new Committee Member was made by Charlene MacIntyre. Seconded by Phyllis Fabozzi. Approved by unanimous Board vote.
- 6. New Business – Conflict of Interest Statement**
Mary Regen requested input on whether Conflict of Interest Policy would need to be changed based on the issuance of a town credit card to the Center. After discussion and clarification, the Committee agreed that Mary had policies in place that did not require the Conflict of Interest Statement to be revised and that this is a personnel issue.
- 7. New Business – MyRide Mission Statement**
Mary Regen presented revised MyRide Mission Statement as follows:

"Providing door-through-door transportation for seniors in our community that is affordable, dependable and safe, by dedicated and caring volunteers, leading to friendships, life enrichment, and peace of mind."

Pat Wolfe asked if local churches were aware of MyRide. Mary advised which churches currently participate in the program and she would ask staff to reach out to additional churches.

A motion to approve the Mission Statement was made by Phyllis Fabozzi. Seconded by Pat Wolfe. Approved by unanimous Committee vote.
- 8. New Business – Valentine Dance**
Mary Regen advised a Valentine Dance was being held at the McKinney Center on February 9. She asked for input on promoting the event. Currently, there were minimal sign-ups for the event. A suggestion was made to ask the Johnson City Senior Center to put in their weekly newsletter. Mary to send to them. Charlene suggested putting a note on Facebook in the Keeping up with Jonesborough page.

9. **New Business – Senior Center Showcase**

Continued discussion was held on holding an Endowment event. The Committee agreed timing should be end of April or early May. Agreement the Showcase should be limited to one (1) hour. Mary asked that Committee have suggestions at next meeting on who should be invited, name of event, who would be Master of Ceremonies, Music suggestions, etc. A suggestion was made to have video's with QR codes.

10. **New Business – Upcoming Events, Programs, Activities**

Mary Regen provided update on upcoming/events/trips/programs. The focus of the Center for 2024 is *Lifelong Learning – the Second Act*. Current learning events scheduled are journaling, Spanish, pottery (through a Tennessee Arts Grant). Mary advised that the State grant cannot be used for the storage building. She is planning to use the grant to replace aging fitness equipment and replace the freezer.

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**

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 8

SUBJECT: 2024 Concession Agreement – Jonesborough Little League Association

BACKGROUND:

Attached is the Agreement with the Jonesborough Little League Association in which the Association is authorized to operate the two concession stands associated with the ballfields at Persimmon Ridge Park during the 2024 Little League season from March until August 1, 2024. There is no compensation associated with the Agreement, but the Little League Association is responsible for keeping the ballfield premises free of debris, and for providing proper staff and supplies.

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

RECOMMENDATION:

Approve the 2024 Concession Agreement with the Jonesborough Little League Association authorizing the use of the Town concession buildings associated with the ballfields at Persimmon Ridge Park from March 1 – August 1, 2024, subject to the terms of the Agreement, as presented.

**TOWN OF JONESBOROUGH
DEPARTMENT OF PARKS AND RECREATION
2024 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 were when first occupied by the Concessionaire.

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

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

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

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

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 2024 season and will run from March 1, 2024 through August 1, 2024.

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 12th day of February, 2024.

LESSEE

LESSOR

CONCESSIONAIRE

CHUCK VEST, MAYOR

Address: _____

Phone: _____

JANET JENNINGS, RECORDER

APPROVED AS TO FORM: _____
JAMES R. WHEELER, TOWN ATTORNEY

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 9

SUBJECT: Declaration of Town Equipment as Surplus

BACKGROUND:

The Town is currently in possession of several items of surplus.

Solid waste has 21 dumpsters in need of surplus. The floor is rusted out of these units and cannot be used. These dumpsters weigh approximately 500 pounds each, for a total of 10,500 pounds. Scrap metal is currently \$6.00 per 100 pounds. If we sold all these dumpsters at the going rate, they would net the Town \$630.00.

There are companies that refurbish these units and re-sell them to governmental and private customers. I am recommending we list these units on GovDeals for a starting price of \$650.00. If we do not get any bids at that point, we will surplus them for the scrap metal price. By starting with a minimum bid, the Town would not lose any money.

The GMC dump truck listed is the one-ton dump truck assigned to Solid Waste. The engine is blown. We are unable to get a new engine for this truck. A used engine is \$9,000.00 with no warranty. The Fleet Manager's recommendation is to sell the truck and look for a replacement.

Below is a list of items to declare surplus:

1. Aluminum can crusher
2. Portable electric steam pressure washer
3. Scarab tractor powered mulch mixer
4. Oil filter crusher
5. CB 3500 Clean Burn waste oil heater
6. Homemade box fan
7. Trash compactor and matching roll-off container
8. 21 dumpsters (2-4-yard, 2-8 yard, and 17-6 yard)
9. 3500 HD GMC Dump Truck

RECOMMENDATION:

Approve the items recommended for surplus as presented.

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 10-a

SUBJECT: Special Event Application Request – Mill Spring Makers Faire

BACKGROUND:

Melinda Copp of the Mill Springs Makers Market is requesting a Special Event Permit to hold the Mill Spring Makers Faire on Saturday, May 18, 2024, from 10:00am to 4:00pm (Spring Event) and Saturday, December 7, 2024, from 10:00am to 4:00pm (Fall Event) at Mill Spring Park.

During the Spring Event, the Farmers Market is going on that Saturday morning, but the events would be complimentary. Ms. Copp expects to have 60 or more vendors/craftsmen and will have a hands-on children's area, food, and music. She expects to draw 1,000 people to the Faire. There is a street closure request associated with the event which would be Spring Street from Franklin Ave. to E. Main Street beginning at 5:00pm Friday evening, May 17th, the night before so vendors can set up, and ending around 6:00pm on Saturday the 18th.

During the Fall Event, there is a street closure request associated with the event which would be Spring Street from Franklin Ave. to E. Main Street beginning at 5:00pm Friday evening, December 6th, the night before so vendors can set up, and ending around 6:00pm on Saturday the 7th. The following are the other services requested for approval as part of the application:

- Policy and Security
- Street Cleaning
- Use of Mill Spring Park, May 18th and December 7th from 7am-6pm
- Communications and/publicity

The Town will need to provide approximately 6 trash cans and for the Town to pick-up the trash collected. There is also a request to be able to use the parking lot of the Slemmons House, which should not be an issue. The Storytelling Resource Place agreement allows them to mark one space in that parking area for their use.

The Hold Harmless Agreement and Proof of Insurance have been received.

RECOMMENDATION:

Approve the Special Event Permit for the Mill Spring Makers Faire to be held on Saturday, May 18, 2024, from 10:00am to 4:00pm (Spring Event) and Saturday, December 7, 2024, from 10:00am to 4:00pm (Fall Event) at Mill Spring Park, including the request for road closure and town support services, as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

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

12-1002 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

Jan. 25, 2024

Address 144 E. Main St.

Jonesborough, TN 37659

Phone (423) 302-0106 Fax _____

Email mellspringmakers@gmail.com

Instructions:

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

Sponsoring Organization Information:

Name Mill Spring Makers Market

Purpose Supports local artists by offering a retail location to sell their goods and a space to teach classes

Is this a recurring Special Event? Yes No

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

Third Saturday in May

First Saturday in December

Event Information:

Name of Event Mill Spring Makers Faire

Description & Purpose of Event Outdoor market offering 60 vendor spots for local makers, artist demonstrations, hands-on children's area, music and food

Dates and hours of event Saturday, May 19th
Dec. 7 10am-4pm Estimated number expected to attend 2,000

Estimated number of town citizens expected to either participate in and/or view the event 1,000

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

**Mill Spring Makers Faire
Special Event Permit Application**

1. **Hold Harmless Agreement-** See attached
2. **List of pre-events and post-events**
None
3. **Map with city streets-** Spring Street from Main to Franklin and Mill Spring Park is where the event will be held. We would also like to use the parking lot of the Slemmon's House for some of our vendor demonstrations.
4. **Outline of your publicity plan-** Use PSA's and press releases through print, radio and television advertising, social media will also be strongly implemented.
5. **Security Plan-** Library and Courthouse Parking lots will be recommended and used for attendees to park. With Spring Street and Mill Spring Park being the location for the event, pedestrians will be crossing on Main or Fox to get to the event so "pedestrian crossing" signs may be needed at the corner of Boone and Main and Fox and Main. We will also have a vehicle at the corner of Spring St at Main as a barricade.
6. **Emergency Plan-** In the event of an emergency, dispatch will be called.
7. **Event Sponsors List-** Mill Spring Makers Market is the sponsor of this event and the address is 144 E. Main St. Jonesborough, TN 37659 423-302-8186
8. **Proof of your liability insurance-** Insurance has been requested from our provider and we will have the certificate 30 days prior to the event.
9. **Anticipated vendors and concession booth list:** We will be hosting 50 local craftsmen which will each have a 10 X 10 booth space along with a couple local food vendors.
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.**
We will be providing sound for music in the gazebo and setting up a children's makers area in the park. We have also requested extra trash cans for the event.
11. **Clean-up Plan-** We will clean up the event area afterwards but will need trash to be collected by the town immediately after.
12. **Street Closure Request-** Spring Street from Main to Franklin starting on Friday, May 17th & Friday, December 6th at 5 pm or as soon as traffic allows and continuing until Saturday, May 18th and Saturday, December 7th around 6 pm. We need soft closure until the vendors all get set-up and a hard closure starting around 9 am on May 18th and December 7th.

13. Request for Services-

Police and Street Dept- Closing Spring Street from Main St to Franklin Ave
Soft closure until Saturday morning after all vendors get set-up, approx. 9 am. We would like to request the cleaning of Spring Street prior to the event as well.

Solid Waste Dept- Need approx. 6 trash cans dropped off in our parking lot behind 144 E. Main for the event and we will place throughout event grounds and have ready to empty after event back in parking lot.

Parks & Rec. Dept- We would like to request Mill Spring Park being mowed in preparation for the event.

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
- Signage
- Use of facilities – Facility Mill Spring Park Dates & Hours May 10, 7am-6pm
Dec 7, 7am-6pm
- Space and staffing needs _____
- Communications and/or publicity
- 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: Jan 25, 2024 Signature: Mel Copp
Print Name: Melinda Copp
Title: Owner of Mill Spring Makers
Witness: _____

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

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

Date: Jan. 25, 2024 Signature: Mel Copp
Print Name: Melinda Copp
Title: Owner of Mill Spring Makers
Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 25 day of January, 2024, in the Town of Jonesborough, County of Washington, State of Tennessee

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

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take 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 indemnitor 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 indemnitor on the obligations indemnified against.

Executed on the date first written above

Organization: Mill Spring Makes Market

By: _____

Printed Name: Melinda Copp

Title: Owner

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Melinda Copp, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the owner and sponsor (title) of Mill Spring Makers Market & Mill Spring Makers Faire (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 25th of January, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:
04-29-2026



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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 10-b

SUBJECT: Special Event Application Request – 2024 Farmers Market & 3rd Thursday
Burger Night

BACKGROUND:

Attached are special events application requests from Jonesborough Locally Grown for 2 events in 2024.

1. Jonesborough Farmers Market – To be held every Saturday morning starting May 4, 2024 through October 26, 2024, with the exception of the Saturdays associated with Jonesborough Days and the National Storytelling Festival. The market will be located at what is referred to as the Stevenson property that connects with the rear of the courthouse parking area. The property is owned by the County. The market will be open from 8:00 AM to 12:00 PM, however the total time including setup and take down is from 6:00 AM to 1:00 PM. The Market draws at least 500 people in town each Saturday, and provides a great service to local area growers. There was no request for public safety assistance at the time of the submitted application.

2. Third Thursday Burger Nights – Monthly evening dinner event during the months of April through October 2024 featuring local food from Boone Street Market with outdoor seating (weather permitting) and live music; includes the consumption of beer sold by Boone Street Market. The projected 2024 dates are April 18, May 16, June 20, July 18, August 15, September 19, and October 17 from 5:30 PM to 7:30 PM. A Special Event/Special Occasion Outdoor Use Permit application has also been received as part of the event to cover all the amenities for the event being held at Boone Street Market and the public open space areas (patio). Any alcohol consumed will be roped off and signs with “no alcohol beyond this point” will be posted prominently. Sidewalks will allow for at least 5 feet for pedestrian use. Will meet Tennessee ABC requirements for consumption of alcohol.

The Hold Harmless Agreement and Proof of Insurance for the special events have been received.

RECOMMENDATION:

1. Approve the Special Event Permit to hold the Jonesborough Farmers Market to be held every Saturday morning starting May 4, 2024 through October 26, 2024, as presented.
2. Approve the Special Event Permit and Special Event/Special Occasion Outdoor Use Permit for the Third Thursday Burger Nights monthly evening dinner event during the months of April through October 2024, featuring local food from Boone Street Market with outdoor seating (weather permitting) with live music; and includes the consumption of beer sold by Boone Street Market, 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

Lori Powell

1/2/24

Address

101 Boone Street
Jonesborough, TN 37659

Phone

267 797 6000

Fax

N/A

Email

lori@jonesboroughlocallygrown.org

Instructions:

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

Sponsoring Organization Information:

Name Jonesborough Locally Grown aka Jonesborough Farmers market

Purpose Connect Farmers, food, and the community to grow a v. brant local food system through Jonesborough Farmers market and Boone Street market

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:

Every Saturday May 4 - Oct. 26 (Except TBodays and Storytelling Festival) operational hours 8am - 12pm. Setup starting at 6am, Take Down ending at 1pm

Event Information:

Name of Event Jonesborough Farmers market

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

Dates and hours of event 5/4 - 10/26/24 Estimated number expected to attend 500
6am - 1pm.

Estimated number of town citizens expected to either participate in and/or view the event 500

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

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining 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
- Refuse Collection
- Street Cleaning
- Event Preparation/Beautification
- Signage
- Parking
- Use of facilities – Facility downtown restrooms Dates & Hours STUMBLE-ONGOING REST ROOMS 4pm-10pm SAT. 5/4-10/24/23
- 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: 1/8/24 Signature: [Signature]
Print Name: Lari Powell
Title: Executive Director.
Witness: _____

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

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

Date: 1/8/24 Signature: [Signature]
Print Name: Lari Powell
Title: Executive Director.
Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 8 day of January, 2024, in the Town of Jonesborough, County of Washington, State of Tennessee

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

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take 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: Jones Branch Locally Grown

By: [Signature]

Printed Name: Lori Powell

Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 8th of January, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:
04-29-2026



Required Exhibits to Event Application – Jonesborough Farmers Market 2024

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
 - a. Located in the Stevenson Lot behind the Courthouse, which is county-owned
 - b. Have received permission from Mayor Grandy to continue to use this location
4. Outline of publicity plan:
 - a. Weekly emailed newsletter
 - b. Social media posts
 - c. Yard signs handed out to residents/customers
 - d. Directional signs placed along Main Street and the parking lot behind the Courthouse at the start of the market and picked up at the end
 - e. 'No Parking Saturdays 6 am to 1 pm' will be placed by market staff in parking lot on Fridays
5. Security plan – booth placement will be strategic as to allow for quick emergency access; no special assistance requested
6. Emergency plan:
 - a. First aid kit and at least one cell phone to contact emergency services will be available at the information booth
 - b. Restrooms and vendor vehicles to be used as shelter in the case of severe weather; vendors will be instructed to ensure tents are weighted and lowered to prevent damage to non-market property
 - c. Vehicles within the market area during operation are not permitted to leave before 12 pm (end of market)
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659.
 - b. Lori Powell 267-797-6020
 - c. Jonesborough Farmers Market message line, 423-753-2401 (checked every few days)
 - d. Boone Street Market, 423-753-4722
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – attached as Exhibit 9
10. Physical services provided by Town – none; market staff and volunteers will set up any needed equipment and signage
11. Clean-up plans – market staff and volunteers will ensure trash is picked up before leaving the area
12. Street closure request – n/a
13. Town services request:
 - a. Refuse collection – market visitors may use public trash cans on the street and in the restrooms; request cans closest to market location and those in the restrooms be emptied before Saturday
 - b. Use of facilities – request the restrooms downtown behind the Courthouse be open from 6 am to 1 pm on operating Saturdays
 - c. Communications and/or publicity – event details shared by Town's Website & Marketing Specialist; information dissemination coordinated by market staff

S. Cherokee and Courthouse Parking Lot

EXHIBIT 3

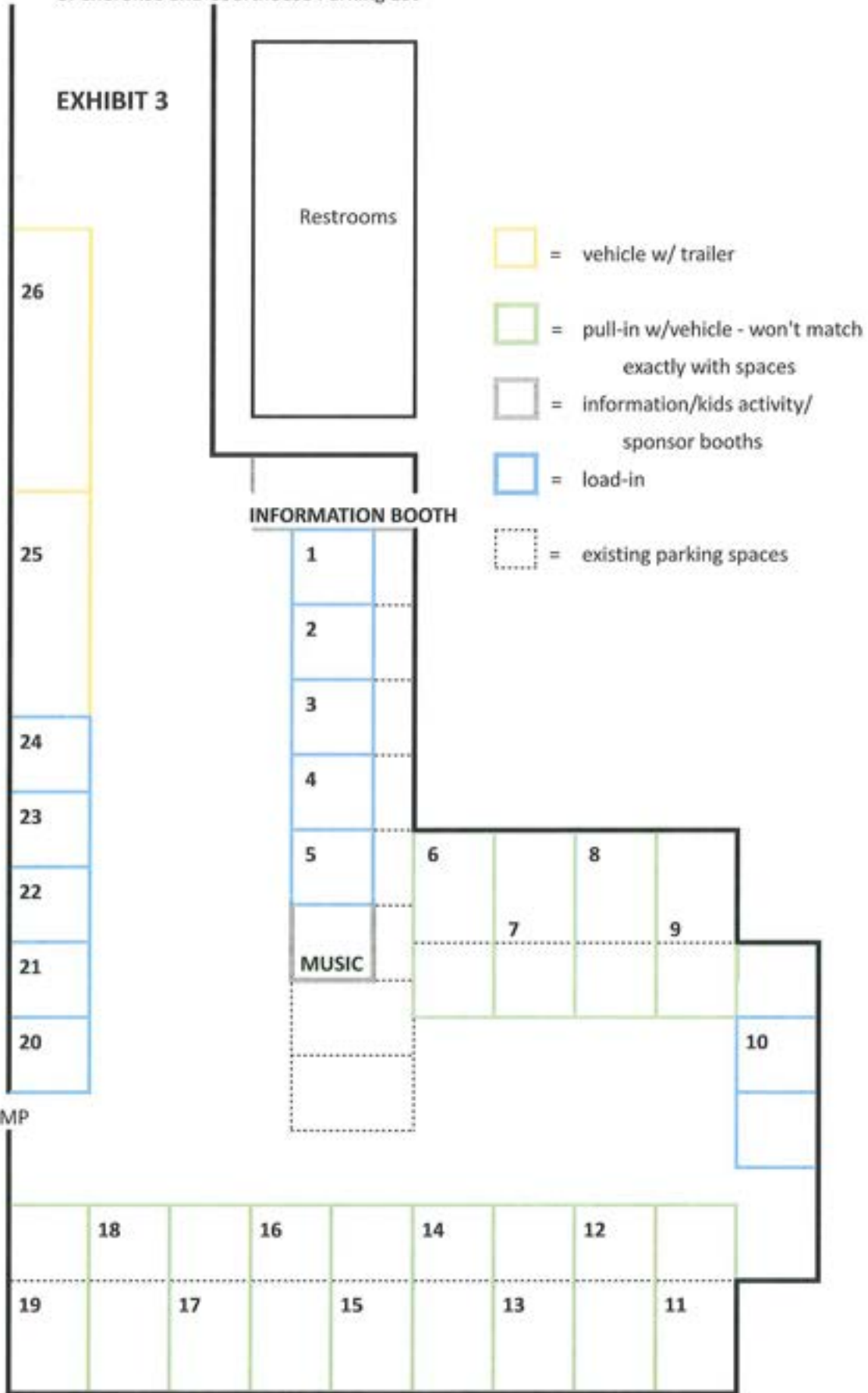


EXHIBIT 9 Anticipated Vendors

*These vendors participated in the 2023 market; a similar list is expected for 2024

- Appalachia Fungorum – Rodney Webb
- Appalachian Photography – Beth Adams
- Bent Tree Spring Farm – Austin and Serena Yarber
- Carson Creek Farms – Debbie Starnes
- Curtis Muscadine – Dennis Curtis
- Depot Street Orchard – Sandi Freschi
- Doe River Fungi - Bryce Callahan
- Dominick's Garden – Dominick Haynes
- Eva's Tamales – Eva Becerra
- Farmhouse Gallery and Gardens – Pat, Robin, and Johnny Lynch
- Foothill Frolic Farm – Allie McNeal
- Green Pasture Farm - Merle Stolfus
- Happy Hilltop Farm - Lucas Moody
- Hartman Farms - Tiffany Hartman
- Hope Farms & Studio - Steve and Becky Mallory
- Lazy Dog Farm - Whitney Marshall
- The McKinney Center
- Moonstruck Backyard Growers - Kat Simpson
- Mountain Laurel Makers - Lori and Marion Powell
- Perry's Plants - Perry Phillips
- Ranchito la Chiva – Jose Diaz
- Rogue Harbor Farm – Linda and Aubrey Raper
- Rosey Apiaries and Bee Farm – Tim Hayes and Kayla Scott
- Sentelle's Homemade Sausage – Jimmy and Minnie Sentelle
- Serenity Knoll Farm – David Wiley and Deborah Byrd
- SLAP Farms – Tim Spann and Jay Thayer
- Southern Comfort Embroidery - Carol Graves
- Sticky Paws Bakery – Betty Jo and Sean Bailey
- The Singing Apron – Susan Greenelsh
- Three Sisters Conservers - Rhonda Yates
- Uncle Joe's Balm – Joe Little
- UT Extension
- Ziegenwald Dairy – Jack Woodworth

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 LORI POWELL 1/8/24
Address 101 BOBNE STREET
JONESBOROUGH, TN 37659
Phone 267 797 6020 Fax N/A
Email lori@jonesboroughlocallygrown.org

Instructions:

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

Sponsoring Organization Information:

Name JONES BOROUGH Locally Grown dba Boone Street market

Purpose: Connect Farmers, Food, and the community to grow a vibrant local food system through JONES BOROUGH Farmers Market and Boone STREET market

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:

the third Thursday of the month, April to October 2024
5:30 - 7:30 pm with set up earlier in the day

Dates - 4/18, 5/16, 6/20, 7/18, 8/15, 9/19, 10/17

Event Information:

Name of Event Burgerz Night

Description & Purpose of Event monthly dinner event featuring local food from Boone Street market with outdoor seating and live music (weather permitting). Includes consumption of beer sold by BSM.

Dates and hours of event 3rd Thurs. April - Oct. 5:30 - 7:30pm Estimated number expected to attend 100

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 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.)

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 8 day of January, 2024, in the Town of Jonesborough, County of Washington, State of Tennessee

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

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take 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 indemnitor of the incurring of such expenses, attorney's fees or costs.

SECTION IV

Interest

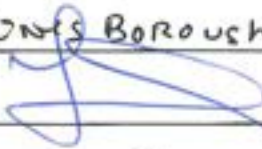
Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitor is obligated to pay with respect to the matters to which indemnity is given in the contract,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

SECTION V

Notice of Claim Against Indemnitor

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

Executed on the date first written above

Organization: Jones Borough Locally Grown
By: 
Printed Name: Lori Powell
Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 8th of January, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



Required Exhibits to Event Application – BSM Burger Nights 2024

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – n/a
 - a. The event will be on the plaza next to BSM, which is covered in our lease. Plaza boundary photos are attached as Exhibit 3.
4. Outline of publicity plan:
 - a. Weekly emailed newsletter
 - b. Social media posts
5. Security plan:
 - a. Set up of roped area and musician tent will be arranged to allow at least 5 feet of pedestrian right-of-way.
 - b. Any alcohol consumed will be limited to roped area with several 'no alcohol beyond this point' signs posted prominently.
 - c. Will meet TABC requirements for consumption of alcohol over 5%.
6. Emergency plan:
 - a. First aid kit and landline/cell phone to contact emergency services will be available inside BSM.
 - b. The event will be canceled, or outdoor seating will not be allowed if severe weather is predicted far enough in advance.
 - c. In the event of spontaneous severe weather, BSM will be used as an emergency shelter.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Lori Powell, Executive Director 267-797-6020
 - c. Boone Street Market, 423-753-4722
 - d. David Phillips, BSM Manager, 423-747-3402
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – n/a
10. Physical services provided by Town – none; market staff and volunteers will set up any needed equipment
11. Clean-up plans – will be conducted by BSM staff and volunteers
12. Street closure request – n/a
13. Town services requested:
 - a. Communications and/or publicity – event details shared by Town's Website & Marketing Specialist; information dissemination coordinated by market staff

BSM Burger Nights Exhibit 3



These photos show the boundary ropes and 'no alcohol beyond this point' signs that are set up each Burger Night as well as the 10' x 10' canopy set up as the musician tent.

TOWN OF JONESBOROUGH

SPECIAL EVENT / SPECIAL OCCASION
OUTDOOR USE PERMIT
APPLICATION

dba Boone Street Market
JONES BOROUGH Locally Grown 101 Boone St TBO, TN 423-753-4722
Organization Name Address Telephone
37659

Representative's Name: Lori Powell

Representative Telephone: 267 797 6020 Email: lori@jonesboroughlocallygrown.org

Non-Profit Yes No

BOONE STREET MARKET 423-753-4722
Restaurant Name Address Telephone / Cell #

David Phillips 423-747-3402
Manager's Owner's Name Telephone / Cell #

Mailing Address: 101 Boone St
JONES BOROUGH, TN 37659

bsm@jonesboroughlocallygrown.org
Email Address

Date of Request: 4/18, 5/18, 6/20, 7/18, 8/15, 9/18 + 10/17/24

Describe Intended Activity: 3rd Thursday Burger nights featuring locally sourced food, outdoor seating and live music.

Describe equipment, structures, furnishings, etc. to be used: tables, umbrellas, tent, chairs, and boundary rope all provided by Boone Street Market

Special Event/Special Occasion Boundary

Describe: Set up will allow for 5 feet of pedestrian right of way alcohol consumption will not be allowed outside roped boundary marked with no alcohol beyond this point signs.

Schematic of area with boundary attached? Yes No Included as Exhibit B on special event application

Describe how proceeds or event will benefit community: All proceeds support Jones Borough Locally Grown and our work to promote the sales of local food through Farmers market and BSM.

Describe how applicant will be compliant: In compliance with TABC laws

When will the ABC Special Occasion Permit be submitted: as needed per event

Which non-profit will be submitting the ABC application: JONESBOROUGH LOCALLY GROWN

How will the Special Event/Special Occasion boundaries be established so that all alcohol consumption will take place within the approved area: Roped perimeter with "no alcohol beyond this point" signs posted on boundary.

How will the area be marshaled: by Boone Street market staff and volunteers

How will the legal age of consumers be monitored: verified by ID check at purchase.

How are participants identified: by purchasing food

Who are the contact people during the event, and whom does the Police contact if communication is required: Lori Powell or David Phillips

How can the contacts above be located during the event: Either or BOTH will be at Boone Street market during events

Phone #(s): DAVID - 423-747-3402, Lori 267-797-6020

Has proof of liability insurance been provided? Yes No

Town of Jonesborough been named co-insured? Yes No

Date of Policy Term: From 10/23/2023 To 10/23/2024

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.

Lori Powell, Executive Director
Name / Title

JONESBOROUGH LOCALLY GROWN
Organization


Signature

1/2/24
Date

Name / Title

Restaurant

Signature

Date

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 8 day of January, 2024, in the City of Jonesborough, County of Washington, State of Tennessee.

The parties to the agreement are the undersigned Jones Borough
(Name of
Local W Grow), called "indemnitor," and The Town of
Organization or Sponsor)
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 indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

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

Section IV

Interest

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

Section VI

Notice of Claim Against Indemnitee

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

Executed on the date first written above.

Signature:



Printed Name:

Lori Powell

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Lori Powell, 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 January, 2024.


NOTARY PUBLIC

My Commission Expires:

04-29-2026



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

(August 2011)

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

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

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

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

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

Note: Outdoor Use Permit approval does not negate any sign approval requirements of the Historic Zoning Commission.

- (4) Installation of fencing, roping, or dividers of some type that limits normal sidewalk use or right-of-way access.
- (5) Placement of any equipment, furnishing or structure or device that is present regularly on a town sidewalk or right-of-way that could limit pedestrian access in the public way or create a potential safety hazard.

Permit Requirements: The following information must be submitted as part of the permit application, except that a request for a permit for a special event/special occasion of 24 hours or less does not have to provide dimensions and photos of furniture and equipment or a Certificate of Appropriateness from the Historic Zoning Commission.

- (1) Name of Owner, mailing address, contact numbers, business name and outdoor use address.
- (2) Description of activity including time of intended usage or schedule.
- (3) Dimensions and photos/drawings of equipment, structures, or furnishings to be placed on sidewalk or right-of-way.
- (4) A schematic of permit boundary area with accurate dimensions of layout including distance from curb, location of signs, light poles, refuse barrels, planters, building walls, entrance steps, proposed location of equipment furnishings and similar information.
- (5) Certificate of Appropriateness or similar document indicating the approval of the Historic Zoning Commission, if applicable, for the equipment, furnishings, structures, etc. to be used in the Outdoor Use Area.
- (6) Hold Harmless Agreement: The owner/permit applicant must sign a hold harmless agreement releasing the Town of Jonesborough from any liability for accidents, injuries, sickness or illness or other such problems resulting from the intended use or placement of equipment, furnishings or structures, etc. in the area permitted.
- (7) Proof of Liability Insurance: The owner/permit applicant must provide proof of liability insurance in an amount no less than the Town's maximum exposure as determined by the Tennessee Governmental Tort Liability Act, and reviewed by the Town Attorney, with the Town of Jonesborough named as co-insured and under a policy that must be active and valid as long as the permitted activity continues.

Note: It is the owner's/permit holder's responsibility to keep the insurance policy active and in effect with the Town of Jonesborough named as co-insured. The owner/permit holder must notify the Town of Jonesborough immediately if the liability insurance policy is terminated or ended or in threat of being terminated or canceled.

Permit Conditions: The following conditions apply when Outdoor Use Permits are issued:

- (1) The installation of equipment, furnishings, structures, etc. must be done with no or at least acceptable damage to the sidewalk or right-of-way. Installation methods must be approved by the Building Inspector or the Director of Streets prior to implementation.
- (2) Equipment, furnishings or structures installed or placed as a result of an Outdoor Use Permit must be installed in a manner that allows them to be removed in a reasonably short period of time.
- (3) While it is the intention to allow the permit holder to use the approved area in the permit to enhance the quality of life and business on an on-going basis without negatively impacting normal pedestrian flow, the Town retains the right to require a temporary deactivation of the Outdoor Use Permit and the removal of associated equipment, furnishings, structures, etc. for special events or activities in which the area within the permit is needed for the safe or smooth operation of the event or activity.
- (4) Installation and removal of equipment, furnishings, structures, etc. shall be at the sole expense of the permit holder and not the Town of Jonesborough.
- (5) Repairs to sidewalk materials or right-of-way areas that are within the permitted boundary on town property shall be the responsibility of the permit holder, unless agreed to in writing in advance by the Town of Jonesborough.
- (6) It will be the responsibility of the permit holder to keep the permitted Outdoor Use Area clean and free of trash, paper, food, cigarettes, and other such refuse. It will also be the responsibility of the permit holder to collect and properly dispose of any refuse that may be blown or washed from the Outdoor Use Area into other public or private ways.
- (7.) It shall be the responsibility of the Permit Holder to keep all equipment, furnishings, and structures, etc. placed with the Outdoor Use Area in good and safe conditions, properly painted or finished and in good working order.

Note: The Town of Jonesborough reserves the right to notify the Permit Holder of the need to immediately repair or remove such equipment, furnishings, structures, etc. that are determined to be in disrepair or unsafe. The Town of Jonesborough also reserves the right to remove any equipment, furnishings, structures, etc. that are in disrepair or unsafe when there has been no corrective action response from the Permit Holder within a reasonable period of time.

- (8) Any plant material placed in Town planters or barrels associated with the permitted Outdoor Use Area or planted in what is intended to be a more permanent (non-temporary) landscape design, must be approved in advance by the Tree and Townscape Board. While it is understood that the Permit Holder will be given the general authority to landscape the area within the permit boundary, landscape materials not approved by the Tree and

Townscape Board must be potted or containerized and moveable. Also the Tree and Townscape Board reserves the right to require the removal of any non-approved plant material or landscape feature within the permit boundary that the Board feels is inappropriate for the streetscape of Jonesborough.

Note: The Town of Jonesborough reserves the right to remove any plant material or landscape structures in which the Tree and Townscape Board has required to be repaired or removed from the Outdoor Use Area when there has been no corrective action response from the permit holder within a reasonable period of time.

- (9) Any serving of food or beverage for on-site consumption within the permitted Outdoor Use Area must meet all applicable regulations of the Tennessee Department of Health.
- (10) Unless specifically exempted from the Permit approval, restaurants or establishments with current and valid permits from the Tennessee Alcoholic Beverage Commission allowing the on-premise sale and consumption of alcoholic beverages, and possibly an associated permit from the Town of Jonesborough to sell and consume beer on-premise may extend their approved sale of said beverages in the permitted Outdoor Use Area under the following conditions:
 - (a) The Outdoor Use Area is clearly identified with railings, or other such form of designation that is removable, if necessary, and provides customers with a clear outline of the outdoor eating area.
 - (b) Business staff/servers are trained in their responsibility to communicate the regulations requiring consumption on-premise in the specified area.
 - (c) There will be no outdoor advertising of the sale of alcoholic beverages.
 - (d) The sale and consumption of alcoholic beverages in the permitted Outdoor Use Area must meet/comply with any requirements established by the Tennessee Alcoholic Beverage Commission, and with Jonesborough's Alcoholic Beverage and Beer Ordinances.
- (11) Outdoor Use Permits will only be issued when the Outdoor Use Area layout requested allows the continued use of sidewalks or right-of-way walkways by pedestrians and in a manner that meets ADA Guidelines.
- (12) It is the responsibility of the Permit Holder to effectively carryout such business or activity described in the Permit Application in the Outdoor Use Area boundary approved in the Permit, and in such a manner that does not change the Permitted Use. Any change of the Outdoor Use or in the Use Area boundary approved in the Permit request will immediately void the Permit, and require the resubmittal of an Outdoor Use Permit application. Any extended cessation of the approved activity must be communicated and approved by the Building Inspector to avoid a termination of the Outdoor Use Permit.

- (13) It is the responsibility of the Permit Holder to ensure that its customers or participants do not block or restrict in any way the remaining public pedestrian ways adjoining the Outdoor Use Area.
- (14) The issuance of an Outdoor Use Permit by the Town of Jonesborough in no way negates or diminishes any individual's normal constitutional rights related to public property within the Outdoor Use Area.
- (15) Special Events/Special Occasion: A Special Event/Special Occasion Outdoor Use Area Permit may be issued by the Board of Mayor and Aldermen that allows wine and beer to be sold on public right-of-way on the following conditions:
 - (a) Any regular Special Event Permit required for use of the public area has been obtained from the Board of Mayor and Aldermen.
 - (b) The authorization to serve alcoholic beverages is limited to wine and beer only.
 - (c) A Special Occasion License to sell alcoholic beverages has been obtained prior to the event from the Tennessee Alcoholic Beverage Commission. A Special Event/Special Occasion Outdoor Use Permit can be issued subject to obtaining the ABC license. However, if the ABC permit is not obtained, the Special Event/Special Occasion Outdoor User Permit becomes invalid. Authorization to sell beer for the special event only occurs after the ABC Special Occasion License has been issued, and a Special Occasion Beer Permit is obtained from the Town Recorder.
 - (d) The Special Event/Special Occasion Outdoor Use Permit is good for only twenty-four (24) hours.
 - (e) The sponsoring organization must be non-profit, but also must have a restaurant with an ABC Permit as a co-sponsor. Sponsors may be assisted by other organizations, agencies, commercial establishments, etc.
 - (f) The proceeds (net profits) must go to an organization, event, facility or operation in Jonesborough that the Board of Mayor and Aldermen feels enhances the quality of life of residents.
 - (g) The use of alcoholic beverages is a minor and complimentary component of the activity or event.
 - (h) The location/area in which the Special Event Outdoor Use takes place and which alcoholic beverages are served is clearly defined, separated and contained in a manner in which participants keep on-premise consumption within the designated area.

- (i) Alcoholic beverages are served, and only served by persons with a standard ABC Alcoholic Beverage Server's License.
- (j) There is no history by the sponsor or the co-sponsoring restaurant of holding an event or activity in which a violation of alcoholic beverage regulations has occurred.

Permit Location Specific and Permit Non Transferable: The Outdoor Use Permit is issued specific to a business or Outdoor Use Area location and not transferable. Also, the Outdoor Use Permit cannot be transferred from the Permit Holder to another party without the permit being re-submitted to the Town of Jonesborough for approval.

No Transfer or Conveyance of Ownership or Interest: The Permit Applicant acknowledges that approval of the Outdoor Use Permit request does not at any time transfer, convey, or in any other way assign the Town's ownership or rights associated with ownership of the Outdoor Use Area to the Permit Holder regardless of how long the permitted use has been in effect.

Permit Renewal: The Outdoor Use Permit will be in effect for one year from the date of approval by the Board of Mayor and Aldermen. However, the permit will be automatically renewed for an additional year unless within the last three (3) months of the permit term the Town provides ninety (90) day written notice that the permit will not be renewed.

Termination of Permit: The Town of Jonesborough reserves the right to terminate or cancel the Use Permit upon determination that there are safety or appearance concerns that must be addressed. Said termination or cancelation will normally take place after written notification is given to the owner/permit holder and corrective action has not been taken. A permit, however, can be cancelled at any time for serious safety concerns. The permit will automatically be terminated or cancelled upon the lapse or cancellation of the required liability insurance with the Town being named co-insured. The permit is also subject to termination for a change in use or the Outdoor Use Zone without Town approval, or for ceasing to carry out the approved activity for an extended period of time without approval of the Town.

Statement of Understanding: The owner/permit applicant will sign a Statement of Understanding indicating that they understand the obligations of receiving an Outdoor Use Permit, and will operate under the guidelines approved.

RESOLUTION NO. _____

**A RESOLUTION AMENDING THE TOWN OF JONESBOROUGH
OUTDOOR USE AREA PERMIT POLICY TO ACCOMMODATE
SPECIAL EVENTS SERVING ALCOHOLIC BEVERAGES**

WHEREAS, the Town of Jonesborough has an Outdoor Use Area Permit process that does allow alcoholic beverages to be served on Town right-of-way in limited circumstances, and

WHEREAS, the Board of Mayor and Aldermen has determined that there are some but limited circumstances in which alcoholic beverages could be sold during special events provided certain conditions are met, and

WHEREAS, in order to allow for the limited special event sale of alcoholic beverages for on-premise consumption on public right-of-way to take place downtown, the current Outdoor Use Area Permit process must be amended, then

NOW THEREFORE BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that the Outdoor Use Area Permit Policy for Town Right-Of-Way Downtown be amended in its entirety as follows:

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

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

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

Permit Not Required: Activities that are protected under the First Amendment, or that are short in duration and determined to not create a significant liability risk to the

Town of Jonesborough are exempt from this permit process. Activities approved through the Special Event Permit process or sponsored by the Town of Jonesborough are exempt from this permit process **unless on-premise consumption of alcohol is requested.**

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

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

Note: Outdoor Use Permit approval does not negate any sign approval requirements of the Historic Zoning Commission.

- (4) Installation of fencing, roping, or dividers of some type that limits normal sidewalk use or right-of-way access.
- (5) Placement of any equipment, furnishing or structure or device that is present regularly on a town sidewalk or right-of-way that could limit pedestrian access in the public way or create a potential safety hazard.

Permit Requirements: **The following information must be submitted as part of the permit application, except that a request for a permit for a special event/special occasion of 24 hours or less does not have to provide dimensions and photos of furniture and equipment or a Certificate of Appropriateness from the Historic Zoning Commission.**

- (1) Name of Owner, mailing address, contact numbers, business name and outdoor use address.
- (2) Description of activity including time of intended usage or schedule.
- (3) Dimensions and photos/drawings of equipment, structures, or furnishings to be placed on sidewalk or right-of-way.
- (4) A schematic of permit boundary area with accurate dimensions of layout including distance from curb, location of signs, light poles, refuse barrels, planters, building walls, entrance steps, proposed location of equipment furnishings and similar information.

- (5) Certificate of Appropriateness or similar document indicating the approval of the Historic Zoning Commission, if applicable, for the equipment, furnishings, structures, etc. to be used in the Outdoor Use Area.
- (6) Hold Harmless Agreement: The owner/permit applicant must sign a hold harmless agreement releasing the Town of Jonesborough from any liability for accidents, injuries, sickness or illness or other such problems resulting from the intended use or placement of equipment, furnishings or structures, etc. in the area permitted.
- (7) Proof of Liability Insurance: The owner/permit applicant must provide proof of liability insurance in an amount no less than the Town's maximum exposure as determined by the Tennessee Governmental Tort Liability Act, and reviewed by the Town Attorney, with the Town of Jonesborough named as co-insured and under a policy that must be active and valid as long as the permitted activity continues.

Note: It is the owner's/permit holder's responsibility to keep the insurance policy active and in effect with the Town of Jonesborough named as co-insured. The owner/permit holder must notify the Town of Jonesborough immediately if the liability insurance policy is terminated or ended or in threat of being terminated or canceled.

Permit Conditions: The following conditions apply when Outdoor Use Permits are issued:

- (1) The installation of equipment, furnishings, structures, etc. must be done with no or at least acceptable damage to the sidewalk or right-of-way. Installation methods must be approved by the Building Inspector or the Director of Streets prior to implementation.
- (2) Equipment, furnishings or structures installed or placed as a result of an Outdoor Use Permit must be installed in a manner that allows them to be removed in a reasonably short period of time.
- (3) While it is the intention to allow the permit holder to use the approved area in the permit to enhance the quality of life and business on an on-going basis without negatively impacting normal pedestrian flow, the Town retains the right to require a temporary deactivation of the Outdoor Use Permit and the removal of associated equipment, furnishings, structures, etc. for special events or activities in which the area within the permit is needed for the safe or smooth operation of the event or activity.
- (4) Installation and removal of equipment, furnishings, structures, etc. shall be at the sole expense of the permit holder and not the Town of Jonesborough.
- (5) Repairs to sidewalk materials or right-of-way areas that are within the permitted boundary on town property shall be the responsibility of the permit holder, unless agreed to in writing in advance by the Town of Jonesborough.

(6) It will be the responsibility of the permit holder to keep the permitted Outdoor Use Area clean and free of trash, paper, food, cigarettes, and other such refuse. It will also be the responsibility of the permit holder to collect and properly dispose of any refuse that may be blown or washed from the Outdoor Use Area into other public or private ways.

(7.) It shall be the responsibility of the Permit Holder to keep all equipment, furnishings, and structures, etc. placed with the Outdoor Use Area in good and safe conditions, properly painted or finished and in good working order.

Note: The Town of Jonesborough reserves the right to notify the Permit Holder of the need to immediately repair or remove such equipment, furnishings, structures, etc. that are determined to be in disrepair or unsafe. The Town of Jonesborough also reserves the right to remove any equipment, furnishings, structures, etc. that are in disrepair or unsafe when there has been no corrective action response from the Permit Holder within a reasonable period of time.

(8) Any plant material placed in Town planters or barrels associated with the permitted Outdoor Use Area or planted in what is intended to be a more permanent (non-temporary) landscape design, must be approved in advance by the Tree and Townscape Board. While it is understood that the Permit Holder will be given the general authority to landscape the area within the permit boundary, landscape materials not approved by the Tree and Townscape Board must be potted or containerized and moveable. Also the Tree and Townscape Board reserves the right to require the removal of any non-approved plant material or landscape feature within the permit boundary that the Board feels is inappropriate for the streetscape of Jonesborough.

Note: The Town of Jonesborough reserves the right to remove any plant material or landscape structures in which the Tree and Townscape Board has required to be repaired or removed from the Outdoor Use Area when there has been no corrective action response from the permit holder within a reasonable period of time.

(9) Any serving of food or beverage for on-site consumption within the permitted Outdoor Use Area must meet all applicable regulations of the Tennessee Department of Health.

(10) Unless specifically exempted from the Permit approval, restaurants or establishments with current and valid permits from the Tennessee Alcoholic Beverage Commission allowing the on-premise sale and consumption of alcoholic beverages, and possibly an associated permit from the Town of Jonesborough to sell and consume beer on-premise may extend their approved sale of said beverages in the permitted Outdoor Use Area under the following conditions:

(a) The Outdoor Use Area is clearly identified with railings, or other such form of designation that is removable, if necessary, and provides customers with a clear outline of the outdoor eating area.

- (d) The Special Event/Special Occasion Outdoor Use Permit is good for only twenty-four (24) hours.
- (e) The sponsoring organization must be non-profit, but also must have a restaurant with an ABC Permit as a co-sponsor. Sponsors may be assisted by other organizations, agencies, commercial establishments, etc.
- (f) The proceeds (net profits) must go to an organization, event, facility or operation in Jonesborough that the Board of Mayor and Aldermen feels enhances the quality of life of residents.
- (g) The use of alcoholic beverages is a minor and complimentary component of the activity or event.
- (h) The location/area in which the Special Event Outdoor Use takes place and which alcoholic beverages are served is clearly defined, separated and contained in a manner in which participants keep on-premise consumption within the designated area.
- (i) Alcoholic beverages are served, and only served by persons with a standard ABC Alcoholic Beverage Server's License.
- (j) There is no history by the sponsor or the co-sponsoring restaurant of holding an event or activity in which a violation of alcoholic beverage regulations has occurred.

Permit Location Specific and Permit Non Transferable: The Outdoor Use Permit is issued specific to a business or Outdoor Use Area location and not transferable. Also, the Outdoor Use Permit cannot be transferred from the Permit Holder to another party without the permit being re-submitted to the Town of Jonesborough for approval.

No Transfer or Conveyance of Ownership or Interest: The Permit Applicant acknowledges that approval of the Outdoor Use Permit request does not at any time transfer, convey, or in any other way assign the Town's ownership or rights associated with ownership of the Outdoor Use Area to the Permit Holder regardless of how long the permitted use has been in effect.

Permit Renewal: The Outdoor Use Permit will be in effect for one year from the date of approval by the Board of Mayor and Aldermen. However, the permit will be automatically renewed for an additional year unless within the last three (3) months of the permit term the Town provides ninety (90) day written notice that the permit will not be renewed.

Termination of Permit: The Town of Jonesborough reserves the right to terminate or cancel the Use Permit upon determination that there are safety or appearance

- (b) Business staff/servers are trained in their responsibility to communicate the regulations requiring consumption on-premise in the specified area.
 - (c) There will be no outdoor advertising of the sale of alcoholic beverages.
 - (d) The sale and consumption of alcoholic beverages in the permitted Outdoor Use Area must meet/comply with any requirements established by the Tennessee Alcoholic Beverage Commission, and with Jonesborough's Alcoholic Beverage and Beer Ordinances.
- (11) Outdoor Use Permits will only be issued when the Outdoor Use Area layout requested allows the continued use of sidewalks or right-of-way walkways by pedestrians and in a manner that meets ADA Guidelines.
 - (12) It is the responsibility of the Permit Holder to effectively carryout such business or activity described in the Permit Application in the Outdoor Use Area boundary approved in the Permit, and in such a manner that does not change the Permitted Use. Any change of the Outdoor Use or in the Use Area boundary approved in the Permit request will immediately void the Permit, and require the resubmittal of an Outdoor Use Permit application. Any extended cessation of the approved activity must be communicated and approved by the Building Inspector to avoid a termination of the Outdoor Use Permit.
 - (13) It is the responsibility of the Permit Holder to ensure that its customers or participants do not block or restrict in any way the remaining public pedestrian ways adjoining the Outdoor Use Area.
 - (14) The issuance of an Outdoor Use Permit by the Town of Jonesborough in no way negates or diminishes any individual's normal constitutional rights related to public property within the Outdoor Use Area.
 - (15) **Special Events/Special Occasion: A Special Event/Special Occasion Outdoor Use Area Permit may be issued by the Board of Mayor and Aldermen that allows wine and beer to be sold on public right-of-way on the following conditions:**
 - (a) Any regular Special Event Permit required for use of the public area has been obtained from the Board of Mayor and Aldermen.
 - (b) The authorization to serve alcoholic beverages is limited to wine and beer only.
 - (c) A Special Occasion License to sell alcoholic beverages has been obtained prior to the event from the Tennessee Alcoholic Beverage Commission. A Special Event/Special Occasion Outdoor Use Permit can be issued subject to obtaining the ABC license. However, if the ABC permit is not obtained, the Special Event/Special Occasion Outdoor User Permit becomes invalid. Authorization to sell beer for the special event only occurs after the ABC Special Occasion License has been issued, and a Special Occasion Beer Permit is obtained from the Town Recorder.

concerns that must be addressed. Said termination or cancelation will normally take place after written notification is given to the owner/permit holder and corrective action has not been taken. A permit, however, can be cancelled at any time for serious safety concerns. The permit will automatically be terminated or cancelled upon the lapse or cancellation of the required liability insurance with the Town being named co-insured. The permit is also subject to termination for a change in use or the Outdoor Use Zone without Town approval, or for ceasing to carry out the approved activity for an extended period of time without approval of the Town.

Statement of Understanding: The owner/permit applicant will sign a Statement of Understanding indicating that they understand the obligations of receiving an Outdoor Use Permit, and will operate under the guidelines approved.

SECTION 2. The Resolution shall take effect immediately.

DULY PASSED BY THE BOARD OF MAYOR AND ALDERMEN on this the 8th day of August, 2011.

Motion was made by _____ and duly seconded by _____ that this Resolution be adopted. Those voting for adoption of this Resolution were: _____

Those voting against: _____

KELLY WOLFE, MAYOR

ATTEST:

ABBIE MILLER, RECORDER

APPROVED AS TO FORM:

JIM WHEELER, TOWN ATTORNEY

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 10-c

SUBJECT: Special Event Application Request – Girls on the Run 5-K

BACKGROUND:

Angela Huffine has submitted a Special Event Application for Girls on the Run Northeast Tennessee to hold an event "Girls on the Run 5K – Better Together" located at the Jonesborough Elementary School grounds and Tiger Park on Friday, May 10, 2024, from 3:00 PM to 9:00 PM. A detailed plan is provided as part of the application process. We knew that the school would not only serve to enhance the education of our youth, but also serve as a destination for community engagement, including programs and events.

Girls on the Run is a fun, evidence-based program that inspires participants to recognize their inner strength, increase their level of physical activity, imagine their possibilities and confidently stand up for themselves and others. The purpose of the event is the 5-K is an essential component of the program as it is an opportunity for girls to learn and embrace the confidence that comes from accomplishment.

The new school opened on January 4th and as you can see a very engaged organization has already envisioned this event as annually recurring. As this is the first event to take place in and around the new school, staff continues to work through the logistics of the event and paying special attention to the run and the road closures requested. Rachel Conger has been working with the organization and the plan submitted has requested Jonesborough Police to assist with traffic control and street closures.

The plan includes closures of the new section of Skyline Road (the new school road) and Thomson Meadow Lane for a brief time period to allow participants to utilize those streets (course map included). "New Skyline Road" is to be closed from 6:50 PM to 7:10 PM, and Thomson Meadow Lane from 7:10 PM to 7:30 PM, North Cherokee Street from 7:00 PM to 7:10 PM. Public Safety did have concerns regarding closing the roads but is working with Rachel and the organizer on safely managing the 3 temporary road closures. Of note is the organization also requesting town assistance with communications and/or publicity that will help inform the public of the special event, and the organization will place door hangers on the front doors of homes on Thomson Meadow Lane and North Cherokee Street to ensure everyone is aware of the event and street closures.

As a first event, it is very important that we closely monitor the run from start to finish and for all staff involved to meet and complete a post-plan assessment to iron out any future details for this anticipated recurring annual event.

The Hold Harmless Agreement and Proof of Liability Insurance has been received.

RECOMMENDATION:

Approve the Special Event Permit for Girls on the Run Northeast Tennessee to hold an event "Girls on the Run 5K – Better Together" located at the Jonesborough Elementary School grounds and Tiger Park on Friday, May 10, 2024, from 3:00 PM to 9:00 PM, to include road closures based on the assigned times by the organizer for "New" Skyline Drive, Thomson Meadow Lane, and North Cherokee Street, and continue to work with Public Safety on the race portion of the event.

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 <u>Angela Tomko Huffine</u>	<u>2/5/2024</u>
Address <u>129 Hales Road</u> <u>Jonesborough, TN 37659</u>	
Phone <u>(423) 956-9976</u> Fax <u>-</u>	
Email <u>Angela.huffine@gilsontherun.org</u>	

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 Girls on the Run Northeast Tennessee

Purpose Girls on the Run is a fun, evidence-based program that inspires participants to recognize their inner strength, increase their level of physical activity, imagine their possibilities and confidently stand up for themselves and others.

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:

We will request a special event permit annually for our Spring event.

Event Information:

Name of Event Girls on the Run 5K - "Better Together"

Description & Purpose of Event The Girls on the Run end-of-season 5K is an essential component of the program, as it is an opportunity for girls to learn and embrace the confidence that comes from accomplishment.

Dates and hours of event Friday, May 10th Estimated number expected to attend 1,000
6:00 PM - 8:00 PM

Estimated number of town citizens expected to either participate in and/or view the event 20

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

Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining 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
- Signage
- Use of facilities – Facility Jonesborough Elementary Dates & Hours Friday, May 10th
- Space and staffing needs School Grounds and Tiger Park 3:00 PM - 9:00 PM
- Communications and/or publicity
- 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: 2/6/2024 Signature: Angela J. Huffine
Print Name: Angela T. Huffine
Title: Council Director - Girls on the Run Northeast TN

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: 2/6/2024 Signature: Angela J. Huffine
Print Name: Angela T. Huffine
Title: Council Director - Girls on the Run Northeast TN

Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 6th day of February, 2024, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Girls on the Run Northeast TN,
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take 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 indemnitor 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 Indemnitor

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

Executed on the date first written above

Organization: Girls on the Run Northeast Tennessee

By: Angela J. Huffine

Printed Name: Angela T. Huffine

Title: Council Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Angel T. Huffine, 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 Director (title) of Girls on the Run (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 6th of February, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



1. Attached
2. Friday May 10th
 - 3:00 PM-6:00 PM-Event set-up (set up course, pre-event fun stations, registration and packet pick-up)
 - 6:00 PM-Pre-event fun begins ("Happy Hair", Photo Booth, Dance Party, Nail Studio, etc.)
 - 6:50 PM-Event warm up dance begins
 - 6:55 PM-Pre-event announcements, participants begin to line up at start/finish line
 - 7:00 PM-5K Begins
 - 8:00 PM-Most participants will complete course, clean-up begins
 - 9:00 PM-Clean-up completed
3. Map of course attached. We are happy to have course certified. We will have registration, packet pick-up, pre-event fun stations and team signs inside the football field. We will have two course water stations, with an additional water station at the start/finish line. Fruit and protein bars will also be at the start/finish line for post event.
4. We publicize our event to all our current Girls on the Run participants, coaches, parents. We publicize our event on our social media platforms (Facebook, Instagram, X, and TiKToK). We sent press releases to local media sources (local television and radio stations, newspapers, etc.) and publicize our event on local "Calendars of Events" including area track clubs. We place event posters at area fitness centers. We send emails with registration links to past participants.
5. We would like to request Jonesborough Police to assist with traffic control and street closures. Our plan includes closures of New Skyline Drive and Thompson Meadow Lane for a brief time period to allow participants to utilize those streets (please see course map) New Skyline Drive would be closed from 6:50 PM to 7:10 PM, and Thompson Meadow Lane from 7:10 PM to 7:30 PM, *N Cherokee from 7:00-7:10 pm*
6. As most of our participants are eight to twelve year old girls, safety is our first priority. Each participant has a bib with emergency contact information printed on the back. We provide a nurse at the start/finish line, and have Johnson City/Washington County EMS at our event.
7. We are currently completing our sponsor list for our event, but to date we have the following:
 - Mooneyhan Family Foundation, 207 E. Main Street, Suite 20E, Johnson City
 - Speedway Children's Charities, 151 Speedway Blvd., Bristol TN
 - State Farm, Shelia Wandell, 2313 Browns Mill Road, Johnson City
 - Meade Tractor, 3042 Boones Creek Road, Johnson City
 - State of Franklin Healthcare Associates, 303 Med Tech Parkway, Johnson City
 - Aldi Foundation, 1400 W. Market Street, Johnson City
 - Eastman Credit Union, 2021 Meadowview Lane, Kingsport
 - Sturgill Orthodontics, 801 Sunset Drive, Johnson City
 - Holston Medial Group, 105 W. Stone Drive, Kingsport
 - First Horizon Advisors, Yvette Bryan, 2112 N. Roan Street, Johnson City

Crown Laboratories, 207 Mockingbird Lane, Johnson City
Kiwanis of Jonesborough Foundation
Target, 2116 N Roan Street, Johnson City
Culligan Water, 2004 TN-75, Blountville, TN
Olive Garden, 1903 N Roan Street, Johnson City
Cigna Healthcare

The above sponsors are committed to give a monetary sponsorship (or in-kind donation), and will not have any responsibility at the event.

8. Proof of liability insurance is attached.
9. We do not anticipate any vendors set up, and will not provide concessions. Culligan Water is our water stop sponsor and will provide water and cups, and Aldi is our finish line refreshment sponsor, and will provide fruit and protein bars to all event finishers.
10. We will have our own easy-up tent for the DJ/MC. We will provide our own sound system and will remove any trash from the event site. We will provide additional tents as needed for weather. These will all be provided by Girls on the Run Northeast Tennessee, and will be safely secured.

We would like to place a directional sign on 11-E (at the stop light) to direct participants to the site. We will place door hangers on the front doors of homes on Thompson Meadow Lane and North Cherokee Street to ensure everyone is aware of the event and street closures.

11. Angela Tomko Huffine, Allison Wohlford, and Sydney Manuel will be responsible for all clean up with the help of Girls on the Run Northeast Tennessee's Board of Directors, and additional volunteers. Girls on the Run Northeast Tennessee will be responsible for trash removal.
12. We request the following street closures:
New Skyline Drive-6:50 PM-7:10 PM
Thomson Meadow Lane-7:10-7:30 PM
N Cherokee - 7:00pm - 7:10pm



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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 10-d

SUBJECT: Special Event Application Request – 2024 Season Music-On-The-Square

BACKGROUND:

Director of Special Events Amber Crumley has submitted this year's request for Music on the Square, as we gear up for another exciting season on the square concert series, which occurs every Friday evening (May – September 2024) from 7:00 PM to 9:00 PM.

As usual, we have a request for street closure for the dates listed below. Closure would need to be on Main Street (from Fox Street to Christopher Taylor Lane), with bollards on East and West Courthouse Square. In the past closure has occurred right after the 5:00 PM traffic rush and is typically wrapped up with the event end time of 9:00 PM.

We will be having a food truck each Friday evening at the West Courthouse Square, next to Mauk's. In the past the Street Department has placed cones around 2:00 PM to block off space for the truck to park, and we have approval from the downtown courthouse staff to place those any time after 1:00 PM.

This request includes the need for assistance from: Street Department; and Solid Waste to provide 5 additional trash cans each Friday evening (to be left next to the courthouse for our town staff to place).

The dates for the 2024 season of concerts include:

May 3, 10, 17, 24, 31

June 7, 14, 21, 28

July 12, 19, 26 (MOTS will be held on the Main Stage during JBO Days on July 5th)

August 2, 9, 16, 23, 30

September 6, 13, 20, 27

RECOMMENDATION:

Approve the Music on the Square event to be carried out Fridays from 7:00 PM to 9:00 PM between May 3, 2024, through September 27, 2024, with Main Street to be closed from Fox Street to Christopher Taylor Lane, as presented.

MEMO

To: Town of Jonesborough Staff
From: Amber Crumley, Director of Special Events
Date: January 31, 2024
RE: 2024 Music on the Square Season

We are gearing up for another exciting season for our annual Music on the Square concert series, which occurs every Friday evening (May-September) from 7pm-9pm. As usual, I would like to request street closure for the dates listed below. Closure would need to be on Main Street, with bollards on East and West Courthouse Square. In the past closure has occurred right after the 5pm traffic rush, and is typically wrapped up with the event end time of 9pm.

We will be having a food truck each Friday evening on West Courthouse Square, next to Mauk's. In the past the Street Department has placed cones around 2pm to block off space for the truck to park, and we have approval from courthouse staff to place those any time after 1pm. I would like to request that assistance from the Street Department again for 2024 if possible.

We will need Solid Waste to provide 5 additional trash cans each Friday evening, and those can be left next to the courthouse for our staff to place.

Here are the dates of our 2024 concerts:

May 3rd, 10th, 17th, 24th and 31st

June 7th, 14th, 21st and 28th

July 12th, 19th and 26th (MOTS will be held on the Main Stage during JBO Days on July 5th)

August 2nd, 9th, 16th, 23rd and 30th

September 6th, 13th, 20th and 27th

Please review and let me know of any questions or comments in regards to our request.

Thank you for your assistance with this and all of our town events!

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 10-e

SUBJECT: Special Event Application Request – 2024 Season – Brews & Tunes

BACKGROUND:

Cameo Waters has submitted this year's request for Brews and Tunes, to be held each Sunday from 4:00 PM to 7:00 PM on the Storytelling Center's front plaza beginning June 2, 2024, through September 29, 2024. There are no street closings, but food truck parking spaces will be blocked off adjoining the plaza. Beer is served through Main Street Catering's ABC Catering License, and all servers have their ABC Server's License. This event has been a great success on Sunday afternoons and attracts locals and others from around the region.

We will have Yoga in the Park back weekly. A detailed event overview is provided to you as part of the BMA packet.

At the end of October, we will host the annual fundraiser for Brews and Tunes, called Brews and Boos, in Jimmy Neil Smith Park scheduled for October 26th. This is a ghost storytelling event that sells out each year. Besides a fundraiser that generates revenues through ticket sales, we will be pursuing other sponsors as well. This event allows us to offset costs as we sell tickets for \$15.00. During the season, we profit \$150.00 weekly from the food trucks and \$1 from each beer sold. We also have a sponsorship goal of \$3,000, and make anywhere from \$1,000-\$2,500 on the fundraiser. We ended the 2023 season with a profit of just under \$2,500.

RECOMMENDATION:

Approve the Brews and Tunes event to be carried out Sundays from 4:00 PM to 7:00 PM on the Storytelling Center's front plaza beginning June 2, 2024 through September 29, 2024, as presented.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Cameo Waters, Tourism and Main Street Director
Date: January 31, 2024
RE: Brews & Tunes

Main Street Jonesborough is preparing for the Brews & Tunes 2024 season. You will find an event overview and marketing plan attached. There is no street closure required for this event. This event takes place on the Plaza of the Storytelling Center each Sunday, June through September from 4 to 7 p.m. Beer is provided by Main Street Café and Catering and food is offered from two local food trucks. We have a local band, or solo act, each week with a performance from 5 to 7 p.m. We will have Yoga in the Park back weekly.

At the end of October, we will host our annual fundraiser for Brews & Tunes, called Brews & Boos, in Jimmy Neil Smith Park. This is a ghost storytelling event that sells out each year. The event opens with a local musician before the storytellers take the stage. Main Street Café and Catering provides local beer and we offer refreshments. This event allows us to offset costs as we sell tickets where we made \$2,300. During the season, we profit \$150 weekly from the food trucks and \$1 from each beer sold. We also have a sponsorship goal of \$3,000, and make anywhere from \$2,000-\$3,000 on the fundraiser. We ended the 2023 season just under \$2,500 to the good. The goal of this event is not to bring in a large profit, but it is to at least break even. Brews & Tunes is in place to create a higher quality of life for residents and to bring visitors into Town.

We're excited for another successful season ahead!

Thanks,
Cameo Waters

Main Street Brews and Tunes 2024 Event Overview

Event Details:

- The event timing is every Sunday afternoon from 4:00 pm to 7:00 pm starting June 2 through September 29. Food and beer start at 4pm with music starting at 5pm and all going until 7pm.
- The location is the Plaza in front of the International Storytelling Center. We have to pay \$75 each week for staff time during the event to keep the facility open.
- The event offerings include craft beer, fresh food provided by a local food truck and live music.
- Beer will be served by Main Street Café and Catering.
 - Main Street Catering has an ABC Alcohol Catering Permit and will have licensed servers.
 - We will highlight a craft brewery (local when possible) and offer at least 2 of their beer selections each week.
 - Main Street Café will handle ordering the beer and all beer sales.
 - Brews and Tunes makes \$1 from every beer sale.
- Food will be offered by two different local food trucks each week. The food trucks will be set-up in front of the Plaza of ISC and pay \$75 each week to help offset costs.
- The live music will be offered by local bands and musicians that will vary each week.
 - We book local musicians and bands to play each week and pay them \$250 for their performance.
 - A sound tech will be contracted to assist with the event and event setup and breakdown and we will pay them \$250 each week.
- Chairs, tables and umbrellas will be set-up on the Plaza for event participants. Participants will also be encouraged to bring their own chairs for additional seating.

Outline of Marketing Plan:

- Event posters and schedule cards will be printed and distributed throughout Jonesborough and in several locations throughout the Tri-Cities.
- Social media marketing efforts will be used to a high degree in order to market this event to our target demographic.
- Television spots on Daytime Tri-Cities and the Noon Shows will be scheduled to promote the event.
- An event schedule will be placed on each of Main Street Jonesborough's social media sites including Facebook, Instagram and on our websites. We cross promote this event on our tourism pages and our Music on the Square pages.

- Main Street Brews and Tunes Facebook page will also update followers each week with the event details including highlighted band, brewery and food offerings.
 - In addition, each of the event partners (food truck, musician and craft brewery) will post to their individual social media sites to promote the event each week.
-

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 10-f *Consent Agenda*

SUBJECT: Special Event Application Request – Memorial Day and Veterans Day Celebration

BACKGROUND:

Director of Special Events Amber Crumley has submitted event details for our annual Memorial Day and Veteran's Day events for the Town of Jonesborough.

Amber has been working with T. McLeod of McLeod Organics on event details for 2024, with the Memorial Day Celebration on Monday, May 27th from 12:00 PM to 4:00 PM, and the Veterans Day Celebration on November 11th from 11:00 AM to 3:00 PM.

The event includes a request for road closure for each of these events, since the celebrations will take place outdoors and in front of the Washington County Courthouse. For the Memorial Day Ceremony on Monday, May 27th, the event will take place on Main Street from 12:00 PM to 4:00 PM. Road closure is needed between 10:00 AM to 5:00 PM. The event includes music from various local groups, a display of vintage military vehicles, vendors, food trucks, etc. for this event. I would also like to ask for the addition of 4 extra trash cans on West Courthouse Square for this event.

For the Veterans Day Ceremony on Monday, November 11th, the event will take place on Main Street from 11:00 AM to 3:00 PM. The road closure is requested from 9:00 AM to 4:00 PM. The event will offer the same type of celebration and activities as we are having for Memorial Day, however this event will just kick off one hour earlier, which is the difference in street closure times between both events. For this event, the addition of 4 extra trash cans on West Courthouse Square is needed.

These events are being overseen by Mr. McLeod with assistance from town staff. Due to the popularity of the events, they have outgrown the space at the Visitors Center, and therefore continue to be planned downtown to allow for additions and event growth.

The street closure request for both events is for the event's duration and include Main Street from Fox Street to Christopher Taylor Lane.

RECOMMENDATION:

Approve the Memorial Day Celebration on May 27, 2024, from 12:00 PM to 4:00 PM, and the Veteran's Day Celebration on November 11, 2024 from 11:00 AM to 3:00 PM, with Main Street to be closed from Fox Street to Christopher Taylor Lane, as presented.

MEMO

To: Town of Jonesborough Staff
From: Amber Crumley, Director of Special Events
Date: January 30, 2024
RE: Veterans & Memorial Day Ceremonies

I am working with T. McLeod of McLeod Organics on event details for our annual Memorial Day and Veterans Day events for the Town of Jonesborough. For 2024, those dates will be on Monday, May 27th for the Memorial Day Celebration from 12pm-4pm and Monday, November 11th for the Veterans Day Celebration from 11am-3pm.

We would like to have road closure for each of these events, since the celebrations will take place outdoors and in front of the Washington County Courthouse.

For the Memorial Day Ceremony on Monday, May 27th, the event will take place on Main Street from 12pm-4pm. We would like to request road closure from 10am-5pm. We plan to offer music from various local groups, a display of vintage military vehicles, vendors, food trucks, etc. for this event. I would also like to ask for the addition of 4 extra trash cans on West Courthouse Square for this event.

For the Veterans Day Ceremony on Monday, November 11th, the event will take place on Main Street from 11am-3pm. We would like to request road closure from 9am-4pm. We plan to offer the same type of celebration and activities as we are having for Memorial Day, this event will just kick off one hour earlier, which is the difference in street closure times. For this event we would also like to ask for the addition of 4 extra trash cans on West Courthouse Square.

These events have been organized by the Veterans Affairs Committee with assistance from TOJ staff in the past, but as of 2022 these have been transferred over to T. McLeod to oversee with assistance from town staff. Due to the popularity of the events, they have outgrown our space at the Visitors Center, and were moved downtown to allow for additions and event growth. In the past we have also asked for road closure for the first 30 minutes of the event, but due to the increase in entertainment and attendees, we feel it is best to look at closure for the event duration.

Please review and let me know of any questions or comments in regards to our request.

As always, I appreciate your assistance.



Christopher Taylor Lane

ROAD CLOSED

East Main Street

Public Parking

Public Parking

Vendor Parking
Performer Parking

FOOD TRUCK

Band/Artist
Merch Table

Sound Booth

Handicap Parking

Public Parking

East Main Street

Fox Street

ROAD CLOSED

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

Consent Agenda

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 11

SUBJECT: Outdoor Use Area Permit Renewal Application Requests

BACKGROUND:

We have three businesses requesting renewal of their permit "Outdoor Use Area Permit Town Right-of-Way: Downtown Renewal Application". Each will be presented separately as follows:

1. The applicant is Zachary Jenkins representing Main Street Café & Catering, LLC located at 117 West Main Street. The intended use is to allow for food and alcohol to be served in front of the Café as well as the alleyway on the east side of the building within the designated boundary area.
2. The applicant is Mary Sipple representing Texas Burritos & More located at 109 Courthouse Square. The intended use is to allow for food and alcohol to be served outdoors within the designated boundary area.
3. The applicant is Stephen Callahan representing Tennessee Hills Distillery, LLC located at 127 Fox Street. The intended use is to allow alcohol to be served outdoors within the designated boundary area.

As was performed last year during the renewal process, the Police Department was requested to provide a report on any issues identified through our Public Safety Department on any of the businesses as part of the renewal process. In your packet you will find a report for each business, which shows no issues related to the outdoor permitted areas.

RECOMMENDATION:

1. Approve the renewal permit for the applicant Zachary Jenkins representing Main Street Café & Catering, LLC located at 117 West Main Street, as presented.
2. Approve the renewal permit for the applicant Mary Sipple representing Texas Burritos & More located at 109 Courthouse Square, as presented.
3. Approve the renewal permit for the applicant Stephen Callahan representing Tennessee Hills Distillery located at 127 Fox Street, noting that the property line

shown on exhibit is in dispute with the Town and with the same conditions as with the 2023 renewal as follows:

1. When the large door(s) is open there will be a decibel level set to be agreed to by the Town Administrator and Tennessee Hills that will not be exceeded at the point of measurement (somewhere inside the building so it can be monitored by Tennessee Hills Staff). Also, there will be a maximum volume control established for in-house music and that level will also be agreed to by the Town Administrator and Tennessee Hills
2. Large door(s) closes at 10:00 p.m. each night and music that can be heard outside the facility ends at 10:00 p.m.
3. Alcohol will not be served in the permitted area after 10:00 p.m. and after a period of time to close customers tabs, shepherd customers out of the permitted area, the permitted area will be roped or gated off with signage indicating it is closed which should occur no later than 10:20 p.m.
4. Tennessee Hills Distillery Staff will monitor to the best of their ability the conduct of guests inside the permitted area to prevent any safety hazards or disturbances of the peace and will follow ABC Guidelines with respect to serving patrons.
5. The Tennessee Hills Distillery Permit will be subject to the review provisions of the Policy as may be changed by the Board of Mayor and Aldermen from time-to-time.
6. Tennessee Hills Distillery will remain in compliance with all ordinances and policies adopted by the Town of Jonesborough.

Also, attached is a Town Attorney Jim Wheeler's memorandum dated March 28, 2023 that was presented with last year's renewal recommendation.

TOWN OF JONESBOROUGH
OUTDOOR USE PERMIT
APPLICATION

Main Street Cafe & Catering, LLC 117 W. Main St
Business Name - Outdoor Use Area Physical Address

Zac & Kisti Jenkins 423-571-5003
Owner's Name Telephone / Cell #

Mailing Address: 117 W. Main St

Email Address: ZTJ117@gmail.com

Describe Intended Use: Outdoor Seating for Eating

Describe equipment, structures, furnishings, etc. to be used: Tables, chairs, umbrellas, planters

Photos/schematics of equipment, structures, furnishings, etc. are attached?
 Yes X 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 has been issued?
 X 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.

Zac Jenkins 12-19-23
Name Date

[Signature]
Signature

Town Of Jonesborough, Tennessee

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 1-25 day of 25,
2024, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned _____



(Name of Organization or Sponsor)

called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitee. 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 an outdoor use of Town property outside the applicant's place of business 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 use 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 indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any 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, attorneys' 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 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 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

Signature: 

Printed Name: ZAC JENKINS

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 25th of January, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires: 04-29-2026





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/25/2024

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).

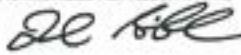
PRODUCER Watauga Insurance, Inc. P.O. Box 3644 Johnson City TN 37602-3644	CONTACT NAME: Joshua E Gibbons PHONE (A/C No. Ext): (423) 929-7103 E-MAIL ADDRESS: joah.gibbons@wataugainurance.com	FAX (A/C No.): (423) 929-7105
	INSURER(S) AFFORDING COVERAGE	
INSURER A: Cincinnati Insurance Company		NAIC # 10677
INSURED Main Street Cafe & Catering LLC 117 W. Main Street Jonesborough TN 37659 (423) 753-2460	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES JG **CERTIFICATE NUMBER:** Cert ID 5277 (1) **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADOL (INSR)	SUBR (WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJ. <input type="checkbox"/> LOC OTHER:		Y	ENP 0324936	05/01/2023	05/01/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPVOP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			ENP 0324936	05/01/2023	05/01/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED. RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A				PER STATUTE 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)
Town of Jonesborough is listed as additional insured with respect to the general liability policy.

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 
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TOWN OF JONESBOROUGH

OUTDOOR USE AREA PERMIT
TOWN RIGHT-OF-WAY: DOWNTOWN
NEW APPLICATION/RENEWAL APPLICATION

Is this a New Application or Renewal Application?: Renewal

Date of Request: 1-30-24

Texas Burritos 109 Courthouse Sq. 423-833-7111
Business Name Address Telephone

Applicant's Name: Mary Sipple

Applicant's Telephone: 423-327-3918 Email: roger.mary.sipple@gmail.com

Texas Burritos 109 Courthouse Square 423-833-7111
Business Name Address Telephone / Cell #

Mailing Address: 109 Courthouse Sq. tastroftx@gmail.com
Jonesborough TN 37659
Email Address

Date of Renewal Request: 1-30-24

Restate Intended Activity: Outdoor seating

Restate equipment, structures, furnishings, etc. to be used: 4 tables
16 chairs, Plastic Post & Chain for
enclosure. (Stanchion)

Has the boundary area been ~~changed~~/altered since your last Outdoor Use Permit approval? Yes No If Yes, provide a schematic of the area with boundary.

The permit requires that applicants that serve alcohol will utilize servers holding ABC permits for alcohol service. Do all servers at your business hold ABC Server Licenses?
 Yes No

The Town will monitor compliance with the ABC Server Licenses including requesting a list of servers and their license status from time to time and periodically spot-checking permit holders to ensure compliance with this provision.

Outdoor Use Permits will be subject to the outdoor use closing no later than 10:00 p.m. and being roped or gated off with signage indicating the permitted area is closed.

Town Of Jonesborough, Tennessee

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 30 day of January,
2024 in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Texas Burritos
_____ (Name of Organization or Sponsor)

called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnitee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnitee. 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 an outdoor use of Town property outside the applicant's place of business 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 use 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 indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any 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, attorneys' 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 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 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

Signature: Mary Sipple

Printed Name: MARY SIPPLE

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Mary Sipple, 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 30 of January, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires: 04-29-2026



TOWN OF JONESBOROUGH
OUTDOOR USE AREA PERMIT
TOWN RIGHT-OF-WAY: DOWNTOWN
NEW APPLICATION/RENEWAL APPLICATION

Is this a New Application or Renewal Application?: Renewal

Date of Request: 01/31/2024

<u>Tennessee Hills Distillery</u>	<u>127 Fox St., Jonesborough</u>	<u>423-788-9105</u>
Business Name	Address	Telephone

Applicant's Name: Stephen Callahan

Applicant's Telephone: 423-426-3861 Email: Stephen@tnhillsdistillery.com

<u>Tennessee Hills Distillery</u>	<u>127 Fox St., Jonesborough</u>	<u>423-788-9105</u>
Business Name	Address	Telephone / Cell #

Mailing Address: 127 Fox St. Jonesborough, TN 37659 Stephen@tnhillsdistillery.com
Email Address

Date of Renewal Request: 01/31/2024

Restate Intended Activity: Outdoor seating for food and beverage

Restate equipment, structures, furnishings, etc. to be used: _____
4 round tables with 5 chairs each as previously approved.

Has the boundary area been changed/alterd since your last Outdoor Use Permit approval? Yes No If Yes, provide a schematic of the area with boundary.

The permit requires that applicants that serve alcohol will utilize servers holding ABC permits for alcohol service. Do all servers at your business hold ABC Server Licenses?
 Yes No

The Town will monitor compliance with the ABC Server Licenses including requesting a list of servers and their license status from time to time and periodically spot-checking permit holders to ensure compliance with this provision.

Outdoor Use Permits will be subject to the outdoor use closing no later than 10:00 p.m. and being roped or gated off with signage indicating the permitted area is closed.

How will the area be monitored: The area and adjacent parking lot are monitored 24/7 via security cameras. Staff also monitor the area during regular business hours.

How will the legal age of consumers be monitored: _____
Employees check and scan all IDs.

Has the hold harmless agreement been signed? Yes No

Has proof of liability insurance been provided? Yes No

Has Town of Jonesborough been named co-insured? Yes No

Date of Policy Renewal: From 06/23/2023 To 6/23/2024

Review by Town Attorney: _____
Signature Date

Statement of Understanding

(1) I have read the entire Town of Jonesborough Renewal Application. I understand and agree to abide by all requirements and conditions.

(2) I have received a copy of the current Town of Jonesborough Outdoor Use Area Permit Policy, Town Right-of-Way: Downtown, October 2021. I understand and agree to abide by all requirements and conditions.

Stephen Callahan / President
Name / Title


Signature

Tennessee Hills Distillery
Business Name

01/31/2024
Date

Hold Harmless and Liability Insurance

Hold Harmless Agreement: The owner/permit applicant must sign a hold harmless agreement releasing the Town of Jonesborough from any liability for accidents, injuries, sickness or illness or other such problems resulting from the intended use or placement of equipment, furnishings or structures, etc. in the area permitted.

Proof of Liability Insurance: The owner/permit applicant must provide proof of liability insurance in an amount no less than the Town's maximum exposure as determined by the Tennessee Governmental Tort Liability Act, and reviewed by the Town Attorney, with the Town of Jonesborough named as co-insured and under a policy that must be active and valid as long as the permitted activity continues.

Note: It is the owner's/permit holder's responsibility to keep the insurance policy active and in effect with the Town of Jonesborough named as co-insured. The owner/permit holder must notify the Town of Jonesborough immediately if the liability insurance policy is terminated or ended or in threat of being terminated or canceled.

TOWN OF JONESBOROUGH
OUTDOOR USE PERMIT
APPLICATION

Tennessee Hills Distillery 127 Fox St. Jonesborough
Business Name – Outdoor Use Area Physical Address

Stephen Callahan 423-426-3861
Owner's Name Telephone / Cell #

Mailing Address: 127 Fox St. Jonesborough, TN 37659

Email Address: Stephen@tnhillsdistillery.com

Describe Intended Use: Outdoor seating for food and beverage

Describe equipment, structures, furnishings, etc. to be used: _____
4 round tables with 5 chairs each as was previously approved.

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 has been issued?
X 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 06/23/2023 To 06/23/2024

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.

Stephen Callahan 01/31/2024
Name Date


Signature

Town Of Jonesborough, Tennessee
Outdoor Use Permit Application
Hold Harmless and Indemnity Agreement

This agreement made on the 31 day of January,
2024 in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned _____ Tennessee Hills Distillery
Stephen Calkman
(Name of Organization or Sponsor)

called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnatee."

Indemnitor has submitted an Outdoor Use Permit Application to indemnatee. This agreement is attached as an Exhibit to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnatee has agreed to review for approval the application for an outdoor use of Town property outside the applicant's place of business 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 indemnatee's allowing the use 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 indemnatee from any liability, loss or damages indemnatee 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 indemnatee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnatee 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 indemnatee, indemnatee's agents or employees, indemnatee'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 indemnitee to remove any structures erected under the permit.

Section III

Expenses, Attorneys' Fees, and Costs

Should it become necessary for purposes of resisting, adjusting, or compromising any claim(s) or demand(s) arising out of the subject matter with respect to which indemnification is provided by this agreement, or for purposes of enforcing this agreement, for indemnitee to incur any expenses, or become obligated to pay any 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, attorneys' 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 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 V

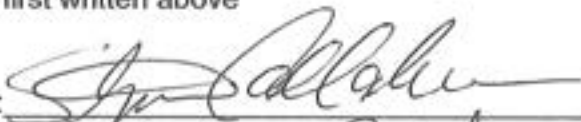

Notice of Claim Against Indemnitee

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

Signature: _____

Printed Name: _____

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Stephen Callahan, 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 31st of January, 2024.



Kateлин Frazier
NOTARY PUBLIC

My Commission Expires: 5-2-2027



RUGGAME-01

CTAYLOR

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
6/27/2023

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 Burke, Powers & Harty, Inc. 1236 Volunteer Parkway Bristol, TN 37620	CONTACT NAME: Charlie Taylor		
	PHONE (A/C, No, Ext): (423) 764-2112	FAX (A/C, No):	
E-MAIL ADDRESS: charliet@bphagency.com			
INSURER(S) AFFORDING COVERAGE		NAIC #	
INSURED Rugged American Spirits, LLC P O Box 329 Butler, TN 37640-0329	INSURER A: Central Insurance Company		20230
	INSURER B: Security National Insurance Company		19879
	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 INSD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CLP-8972493	6/23/2023	6/23/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY			BAP-8976695	6/23/2023	6/23/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			CXS-8976696	6/23/2023	6/23/2024	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	SWC1442682	6/23/2023	6/23/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

The Town of Jonesborough is an additional insured on this policy

CERTIFICATE HOLDER **CANCELLATION**

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

Tennessee Hills Distillery
Jonesborough
Layout





TOWN OF JONESBOROUGH

OFFICE OF THE TOWN ATTORNEY
1211 EAST JACKSON BLVD. – SUITE 1
JONESBOROUGH, TN 37659
TELEPHONE (423) 913-0117
FAX (423) 913-0118

EMAIL: JIM@FIRSTTOWNLAW.COM

TO: Board of Mayor and Aldermen and Glenn Rosenoff
CC: Scott Andrew
FROM: Jim Wheeler, Town Attorney
DATE: March 28, 2023
RE: **TENNESSEE HILLS DISTILLERY OUTDOOR USE PERMIT**

This Memorandum of Understanding represents the recommendation of the Town staff in agreement with the owners of Rugged American Spirits/Tennessee Hills Distillery to be presented to the BMA for their consideration of the renewal of the Outdoor Use Permit currently held by Tennessee Hills. These are separate from the recommendation of Staff to address the policy itself with respect to Alderman requests regarding ability to review the individual applicants more frequently.

1. When the large door(s) is open there will be a decibel level set to be agreed to by the Town Administrator and Tennessee Hills that will not be exceeded at the point of measurement (somewhere inside the building so it can be monitored by Tennessee Hills Staff). Also, there will be a maximum volume control established for in-house music and that level will also be agreed to by the Town Administrator and Tennessee Hills
2. Large door(s) closes at 10:00 p.m. each night and music that can be heard outside the facility ends at 10:00 p.m.
3. Alcohol will not be served in the permitted area after 10:00 p.m. and after a period of time to close customers tabs, shepherd customers out of the permitted area, the permitted area will be roped or gated off with signage indicating it is closed which should occur no later than 10:20 p.m.
4. Tennessee Hills Distillery Staff will monitor to the best of their ability the conduct of guests inside the permitted area to prevent any safety hazards or disturbances of the peace and will follow ABC Guidelines with respect to serving patrons.
5. The Tennessee Hills Distillery Permit will be subject to the review provisions of the Policy as may be changed by the Board of Mayor and Alderman from time-to-time.
6. Tennessee Hills Distillery agrees to remain in compliance with all ordinances and policies adopted by the Town of Jonesborough.

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 1

SUBJECT: Financial Report

Attached for your review are the preliminary January, 2024 Financial Operating Statements:

	Current Year		Prior Year	
	January	YTD	January	YTD
GENERAL FUND				
Revenues	1,434,373	12,432,372	889,926	5,743,666
Expenditures	1,110,169	10,223,513	814,953	5,963,505
Rev. Over/(Under) Exp.	324,204	2,208,859	74,973	(219,839)
DRUG FUND				
Revenues	478	7,111	6,650	37,325
Expenditures	-	17,385	4,500	6,500
Rev. Over/(Under) Exp.	478	(10,274)	2,150	30,825
SOLID WASTE FUND				
Revenues	76,077	502,498	58,882	433,683
Expenditures	49,429	405,134	61,637	401,248
Rev. Over/(Under) Exp.	26,648	97,364	(2,755)	32,435
HRA INTERNAL SERV. FUND				
Revenues	5,790	40,530	5,790	40,280
Expenditures	1,418	54,649	2,257	43,075
Rev. Over/(Under) Exp.	4,372	(14,119)	3,533	(2,795)
WATER/SEWER FUND				
Revenues	813,195	6,490,794	1,259,157	10,117,328
Expenditures	599,397	7,038,384	1,440,273	5,615,825
Rev. Over/(Under) Exp.	213,798	(547,590)	(181,116)	4,501,503
K-8 CAPITAL PROJECT FUND				
Revenues	930,837	40,999,607	1,996,586	30,854,929
Expenditures	1,075,340	42,390,705	1,813,752	30,931,521
Rev. Over/(Under) Exp.	(144,503)	(1,391,098)	182,834	(76,592)

General Fund Year-to-Date includes approximately \$6.2 million in bond and loan proceeds

K-8 Capital Project Fund Year-to-Date includes \$38.7 million in bond and loan proceeds; closed \$33.75 million in USDA loans

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Created by: LGC

Town of Jonesborough
Statement of Revenues - City
January 2024

User: Janet Jennings
Date/Time: 2/9/2024 12:53 PM
Page 1 of 7

January - New Software

Fund :	110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
						UnRealized	% UnRealized	
31100		Property Taxes (Current)	2,689,962.00	(755,092.00)	(755,092.00)	1,934,870.00	71.93%	
31120		Public Utilities Property Tax (Current)	36,000.00	(30.00)	(30.00)	35,970.00	99.92%	
31310		Inter And Penalty On Prop Taxes (Current)	15,000.00	(865.78)	(865.78)	14,134.22	94.23%	
31500		Payments In Lieu Of Property Taxes	260,000.00	0.00	0.00	260,000.00	100.00%	
31510		Payments In Lieu of Power Board Tax	60,000.00	0.00	0.00	60,000.00	100.00%	
31511		Pay In Lieu of TVA Tax	70,000.00	(17,953.70)	(17,953.70)	52,046.30	74.35%	
31520		TVA Impact Payment	28,000.00	0.00	0.00	28,000.00	100.00%	
31600		Local Option Sales Tax	2,800,000.00	(260,527.63)	(260,527.63)	2,539,472.37	90.70%	
31710		Wholesale Beer Tax	230,000.00	(16,265.93)	(16,265.93)	213,734.07	92.93%	
31720		Wholesale Liquor Tax	140,000.00	(13,749.64)	(13,749.64)	126,250.36	90.18%	
31800		Business Taxes	170,000.00	(14,955.48)	(14,955.48)	155,044.52	91.20%	
31870		Hotel/Motel Tax	75,000.00	(3,234.26)	(3,234.26)	71,765.74	95.69%	
31912		Cable TV Franchise Tax	92,000.00	(776.72)	(776.72)	91,223.28	99.16%	
32200		Alcoholic Beverage Fees/Applications	15,000.00	(1,400.00)	(1,400.00)	13,600.00	90.67%	
32610		Building Permits	180,000.00	(4,414.81)	(4,414.81)	175,585.19	97.55%	
32661		Rezoning/Plan Review/Variance Fee	2,000.00	(300.00)	(300.00)	1,700.00	85.00%	
33490		Other State Grants	22,400.00	0.00	0.00	22,400.00	100.00%	
33491	SCNTR	State Revenue	14,000.00	(1,088.00)	(1,088.00)	12,912.00	92.23%	
33510		State Sales Tax	700,000.00	(59,442.23)	(59,442.23)	640,557.77	91.51%	
33520		State Income Tax	10,000.00	0.00	0.00	10,000.00	100.00%	
33530		State Beer Tax	2,700.00	0.00	0.00	2,700.00	100.00%	
33535		State Telecommunication Tax	6,500.00	(418.88)	(418.88)	6,081.12	93.56%	
33536		State Local Occupancy Tax	8,000.00	(864.92)	(864.92)	7,135.08	89.19%	
33540		State Alcoholic Beverage Tax	10,000.00	(1,182.99)	(1,182.99)	8,817.01	88.17%	
33550		State Street Aid	240,000.00	(16,644.76)	(16,644.76)	223,355.24	93.06%	
33552		State-City Streets And Transportation	10,500.00	(894.62)	(894.62)	9,605.38	91.48%	
33570		State Maintenance Reimbursement	40,000.00	0.00	0.00	40,000.00	100.00%	
33580		State Sports Betting	6,000.00	0.00	0.00	6,000.00	100.00%	
33593		Corporate Excise Tax	30,000.00	0.00	0.00	30,000.00	100.00%	
33711	SCNTR	County Revenue	50,000.00	0.00	0.00	50,000.00	100.00%	
34901		Stormwater Fees	3,000.00	0.00	0.00	3,000.00	100.00%	

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
					Unrealized	% UnRealized	
36904	Proceeds - 2023 Capital Outlay Note	1,000,000.00	0.00	0.00	1,000,000.00	100.00%	58.33%
36905	Proceeds - 2021 RD Loan - Jackson	875,000.00	0.00	0.00	875,000.00	100.00%	
38101	SCNTR Title IIIB Transportation	6,000.00	(1,000.00)	(1,000.00)	5,000.00	83.33%	
38102	SCNTR Service Coordination Funds	46,960.00	(5,733.00)	(5,733.00)	41,227.00	87.79%	
38104	SCNTR United Way Funding	5,000.00	0.00	0.00	5,000.00	100.00%	
38106	SCNTR Health Promo & Class Revenue	40,000.00	(4,351.00)	(4,351.00)	35,649.00	89.12%	
38107	SCNTR Rental Revenue	600.00	0.00	0.00	600.00	100.00%	
38108	SCNTR Membership Dues	25,000.00	(1,149.46)	(1,149.46)	23,850.54	95.40%	
38109	SCNTR My Ride Fees	11,500.00	(715.00)	(715.00)	10,785.00	93.78%	
38111	Pep Safety Grant-Employee Wellnes	2,000.00	0.00	0.00	2,000.00	100.00%	
38112	Pep Driver Safety Grant	4,000.00	0.00	0.00	4,000.00	100.00%	
38114	Washington County Fire Funds	135,000.00	0.00	0.00	135,000.00	100.00%	
38116	School Project Management Fees	30,000.00	0.00	0.00	30,000.00	100.00%	
38117	Visitor Center - Auditorium Rent	12,000.00	(2,465.00)	(2,465.00)	9,535.00	79.46%	
38118	Visitor Center Gift Shop	55,000.00	(1,068.06)	(1,068.06)	53,931.94	98.06%	
38119	Visitor Center Miscellaneous	1,000.00	(14,657.62)	(14,657.62)	(13,657.62)	-1365.76%	
38120	Visitor Center - Special Program	12,500.00	(3,600.78)	(3,600.78)	8,899.22	71.19%	
38121	Gazebo Rental	350.00	0.00	0.00	350.00	100.00%	
38122	Recreation Events/Special Program	7,500.00	(2,134.74)	(2,134.74)	5,365.26	71.54%	
38123	State Of Tn Tourism Grant	30,000.00	0.00	0.00	30,000.00	100.00%	
38125	Music On The Square Revenues	36,000.00	(59.10)	(59.10)	35,940.90	99.84%	
38126	Recreation Reserve Revenues	1,000.00	0.00	0.00	1,000.00	100.00%	
38127	Repertory Theatre/Jpac	52,000.00	(46.81)	(46.81)	51,953.19	99.91%	
38127	Repertory Theatre/Jpac	0.00	2,076.63	2,076.63	2,076.63	No Budget	
38127	Repertory Theatre/Jpac	0.00	(12,142.13)	(12,142.13)	(12,142.13)	No Budget	
38127	Repertory Theatre/Jpac	0.00	3,199.89	3,199.89	3,199.89	No Budget	
38127	Repertory Theatre/Jpac	0.00	(3,000.00)	(3,000.00)	(3,000.00)	No Budget	
38127	Repertory Theatre/Jpac	0.00	(16,863.55)	(16,863.55)	(16,863.55)	No Budget	
38127	Repertory Theatre/Jpac	0.00	(1,772.51)	(1,772.51)	(1,772.51)	No Budget	
38127	Repertory Theatre/Jpac	0.00	798.38	798.38	798.38	No Budget	
38127	Repertory Theatre/Jpac	0.00	9,942.01	9,942.01	9,942.01	No Budget	

Fund :	110	General Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	Monthly Comparative	% UnRealized
38128		Jrt Players Education Program	50,000.00	(16,525.00)	(16,525.00)	33,475.00		66.95%
38130		Story Town Radio Show Revenue	17,500.00	(63.05)	(63.05)	17,436.95		99.64%
38131		Jrt Don Squibb Scholarship Progra	3,000.00	(1,050.00)	(1,050.00)	1,950.00		65.00%
38132		Main Street Usa Revenues	2,500.00	(493.53)	(493.53)	2,006.47		80.26%
38133		Main St.Brews & Tunes Revenues	12,000.00	0.00	0.00	12,000.00		100.00%
38134		Main St.Jonesborough Days Revenue	31,900.00	(15.33)	(15.33)	31,884.67		99.95%
38135	WETL D	Season Passes	40,000.00	0.00	0.00	40,000.00		100.00%
38136	WETL D	Facility Rental	35,000.00	0.00	0.00	35,000.00		100.00%
38137	WETL D	Daily Admissions	290,000.00	0.00	0.00	290,000.00		100.00%
38138	WETL D	Concessions	90,000.00	0.00	0.00	90,000.00		100.00%
38139	WETL D	Merchandise Sales	3,500.00	0.00	0.00	3,500.00		100.00%
38140	WETL D	Tube Rentals	9,000.00	0.00	0.00	9,000.00		100.00%
38141	WETL D	Snowball Sales	3,000.00	0.00	0.00	3,000.00		100.00%
38142	WETL D	Swim Lessons/Cpr Training	3,500.00	0.00	0.00	3,500.00		100.00%
38143		Police Fines	160,000.00	(11,422.75)	(11,422.75)	148,577.25		92.86%
38144		Police Fines - Cameras	50,000.00	0.00	0.00	50,000.00		100.00%
38145		General Sessions Court Fines	3,500.00	(320.92)	(320.92)	3,179.08		90.83%
38146		Litigation Tax	17,500.00	(1,190.82)	(1,190.82)	16,309.18		93.20%
38147		Defensive Driving School Revenue	20,000.00	(1,332.00)	(1,332.00)	18,668.00		93.34%
38148		Shop With Cop Program	25,000.00	0.00	0.00	25,000.00		100.00%
38149		Driving School Tech Fees	2,250.00	(228.00)	(228.00)	2,022.00		89.87%
38150		Ps Electronic Citation Fee Reserv	3,500.00	(236.00)	(236.00)	3,264.00		93.26%
38151		Doj Bullet Proof Vests Grant	8,500.00	0.00	0.00	8,500.00		100.00%
38152		Doj Cops Grant	60,000.00	0.00	0.00	60,000.00		100.00%
38153		Tn Hwy Safety Grant	5,000.00	0.00	0.00	5,000.00		100.00%
38154		Clerk Electronic Citation Fee Res	1,000.00	(59.00)	(59.00)	941.00		94.10%
38155		Jonesborough Cops For Kids	2,500.00	0.00	0.00	2,500.00		100.00%

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
					Unrealized	% UnRealized	
38157	Mckinney Center - Rental Fees	12,000.00	(1,015.00)	(1,015.00)	10,985.00	91.54%	
38158	Mbrn Prog.-Donations	0.00	(501.53)	(501.53)	(501.53)	No Budget	
38159	Mary Martin-Education Fees	75,000.00	(1,942.31)	(1,942.31)	73,057.69	97.41%	
38160	Mckinney Scholarship Fund Revenue	5,000.00	0.00	0.00	5,000.00	100.00%	
38161	Mckinney Center Membership Revenue	2,500.00	(1,335.51)	(1,335.51)	1,164.49	46.58%	
38162	Tac Grant-Story Town Radio Show	8,880.00	0.00	0.00	8,880.00	100.00%	
38165	Tac Grant Comm.Play Creative Plac	2,500.00	0.00	0.00	2,500.00	100.00%	
38167	Interest Earned	7,500.00	0.00	0.00	7,500.00	100.00%	
38168	Post Office Rent	77,098.00	(14,667.98)	(14,667.98)	62,430.02	80.97%	
38169	Lease Revenue	10,520.00	(5,064.01)	(5,064.01)	5,455.99	51.86%	
38169	WC Lease Revenue	0.00	(135,075.00)	(135,075.00)	(135,075.00)	No Budget	
38170	Miscellaneous Revenue	0.00	(16,825.38)	(16,825.38)	(16,825.38)	No Budget	
38172	Auction Proceeds - Surplus Equip	15,000.00	0.00	0.00	15,000.00	100.00%	
38173	In Lieu Sidewalk Payment Reserve	20,000.00	0.00	0.00	20,000.00	100.00%	
38174	SCNTR Special Projects Re	55,000.00	0.00	0.00	55,000.00	100.00%	
38176	Flag Replacement Revenue	200.00	0.00	0.00	200.00	100.00%	
38177	Chuckey Depot Museum Revenue	3,000.00	(165.25)	(165.25)	2,834.75	94.49%	
38196	Jrt Uso Show	0.00	0.00	0.00	0.00	No Budget	
38198	Jrt Dearly Beloved	0.00	0.00	0.00	0.00	No Budget	
38204	Jrt Concessions	0.00	0.00	0.00	0.00	No Budget	
38205	Jrt Due From Jrt Checking	0.00	0.00	0.00	0.00	No Budget	
38206	PEP Property Grant	5,000.00	0.00	0.00	5,000.00	100.00%	
38207	38207	50,000.00	0.00	0.00	50,000.00	100.00%	
38208	Violent Crime Intervention Grant	93,801.00	0.00	0.00	93,801.00	100.00%	
38209	Interest - Leases	11,152.00	0.00	0.00	11,152.00	100.00%	
38210	Washington Co Contrib for K-8	291,900.00	0.00	0.00	291,900.00	100.00%	
Total For Fund: 110		12,100,173.00	(1,434,372.57)	(1,434,372.57)	10,665,800.43	88.15%	

Fund :	131	Solid Waste Management Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized	Monthly Comparative
34312		Equipment Rental Charges	4,000.00	(150.00)	(150.00)	3,850.00	96.25%	
34410		Solid Waste Collection Charges	780,438.00	(74,046.87)	(74,046.87)	706,391.13	90.51%	
34420		Solid Waste Disposal	50.00	0.00	0.00	50.00	100.00%	
34426		Solid Waste Service Charges	16,000.00	(1,300.00)	(1,300.00)	14,700.00	91.88%	
34427		Tote Cart/Dumpster Charges	500.00	(56.00)	(56.00)	444.00	88.80%	
34428		Bagster Bag Charges	300.00	(80.50)	(80.50)	219.50	73.17%	
34454		Sale Of Recyclable Materials	18,500.00	(453.30)	(453.30)	18,046.70	97.55%	
34455		Sale of Compost/Mulch	20,000.00	10.00	10.00	20,010.00	100.05%	
Total For Fund:	131		839,788.00	(76,076.67)	(76,076.67)	763,711.33	90.94%	

Fund :	413	Water & Sewer Fund		Monthly Comparative			58.33%	
				Total Estimated	MTD Realized	YTD Realized		Unrealized
33101			2021 EDA Indust Park Grant	260,000.00	0.00	0.00	260,000.00	100.00%
33401			TN Direct Local ARPA Funds	347,450.00	0.00	0.00	347,450.00	100.00%
36100			Interest Earnings	5,000.00	0.00	0.00	5,000.00	100.00%
36721			Cap Contr-Wash Cnty-WL Proj	10,000.00	0.00	0.00	10,000.00	100.00%
37110			Metered Water Sales	7,024,541.00	(605,582.07)	(605,582.07)	6,418,958.93	91.38%
37151			Disconnect Fees	12,500.00	(1,259.42)	(1,259.42)	11,240.58	89.92%
37152			Service Charges	55,000.00	(3,450.00)	(3,450.00)	51,550.00	93.73%
37196			Water Tap Fees	375,000.00	(13,600.00)	(13,600.00)	361,400.00	96.37%
37197			Water Line Extension Charges	100,000.00	0.00	0.00	100,000.00	100.00%
37210			Sewer Service Charges	1,828,000.00	(156,153.14)	(156,153.14)	1,671,846.86	91.46%
37220			Sewer Inspection Fees	2,500.00	(150.00)	(150.00)	2,350.00	94.00%
37230			Special Sewer User Fee	7,500.00	0.00	0.00	7,500.00	100.00%
37296			Sewer Tap Fees	225,000.00	(33,000.00)	(33,000.00)	192,000.00	85.33%
Total For Fund: 413				10,252,491.00	(813,194.63)	(813,194.63)	9,439,296.37	92.07%

Fund : 619 Drug Enforcement Fund		Monthly Comparative			
	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
35140 Drug Related Fines	3,000.00	(478.41)	(478.41)	2,521.59	84.05%
36529 Auction Proceeds	3,500.00	0.00	0.00	3,500.00	100.00%
36571 Property Forfeitures	3,000.00	0.00	0.00	3,000.00	100.00%
Total For Fund: 619	9,500.00	(478.41)	(478.41)	9,021.59	94.96%

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41500	General Administration							
121			(624,262.00)	(624,262.00)	43,437.47	(580,824.53)	6.96%	43,437.47
		Salaries and Wages	0.00		0.00			0.00
141			(47,756.00)	(47,756.00)	3,136.05	(44,619.95)	6.57%	3,136.05
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(86,182.00)	(86,182.00)	6,206.35	(79,975.65)	7.20%	6,206.35
		Hospital And Health Insurance	0.00		0.00			0.00
143			(33,633.00)	(33,633.00)	2,185.24	(31,447.76)	6.50%	2,185.24
		Employee Retirement Plan	0.00		0.00			0.00
146			(73,410.00)	(73,410.00)	0.00	(73,410.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(450.00)	(450.00)	1,125.17	675.17	250.04%	1,125.17
		Unemployment Insurance	0.00		0.00			0.00
166			(11,200.00)	(11,200.00)	875.00	(10,325.00)	7.81%	875.00
		Municipal Judge	0.00		0.00			0.00
167			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Animal Control	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			(4,000.00)	(4,000.00)	146.60	(3,853.40)	3.67%	146.60
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(1,000.00)	(1,000.00)	2,311.74	1,311.74	231.17%	2,311.74
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(6,500.00)	(6,500.00)	500.00	(6,000.00)	7.69%	500.00
		Public Relation	0.00		0.00			0.00
239			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		MTAS/TML Fees	0.00		0.00			0.00
241			(14,500.00)	(14,500.00)	1,323.87	(13,176.13)	9.13%	1,323.87
		Electric	0.00		0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(1,500.00)	(1,500.00)	72.92	(1,427.08)	4.86%	72.92
		Water	0.00		0.00			0.00
245			(12,500.00)	(12,500.00)	904.32	(11,595.68)	7.23%	904.32
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(500.00)	(500.00)	121.17	(378.83)	24.23%	121.17
		GPS Services	0.00		0.00			0.00
251			(2,600.00)	(2,600.00)	184.05	(2,415.95)	7.08%	184.05
		Medical Services	0.00		0.00			0.00
252			(60,000.00)	(60,000.00)	2,551.03	(57,448.97)	4.25%	2,551.03
		Legal Services	0.00		0.00			0.00
253			(25,400.00)	(25,400.00)	28,092.50	2,692.50	110.60%	28,092.50
		Accounting And Auditing Services	0.00		0.00			0.00
255			(67,095.00)	(67,095.00)	3,410.48	(63,684.52)	5.08%	3,410.48
		Data Processing Services	0.00		0.00			0.00
256			(35,000.00)	(35,000.00)	1,687.50	(33,312.50)	4.82%	1,687.50
		Engineering Services	0.00		0.00			0.00
261			(3,000.00)	(3,000.00)	484.31	(2,515.69)	16.14%	484.31
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(8,000.00)	(8,000.00)	16.90	(7,983.10)	0.21%	16.90
		Repair And Maintenance Buildings	0.00		0.00			0.00
267			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
		Repair And Maintenance Buildings - ISC Bidg	0.00		0.00			0.00
270			(5,500.00)	(5,500.00)	50.00	(5,450.00)	0.91%	50.00
		Repair And Maintenance Surplus Vehicles &	0.00		0.00			0.00
288			(6,000.00)	(6,000.00)	251.00	(5,749.00)	4.18%	251.00
		Travel/Training/Car Allowance	0.00		0.00			0.00
290			0.00	0.00	20,554.99	20,554.99	No Budget	20,554.99
		Other Contracted Services	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund :	110	Monthly Comparative:		58.33%		YTD Expenditures/Encumbrances	Total Budget	Original Budget/Amendments	Sub Object	Cost Center	Object	Funds Available	% Used	MTD Actual/Encumbrance
293						0.00	(25,000.00)	(25,000.00)				(25,000.00)	0.00%	0.00
						0.00	0.00	0.00						0.00
297						0.00	(2,500.00)	(2,500.00)				(2,500.00)	0.00%	0.00
						0.00	0.00	0.00						0.00
311						57.76	(6,000.00)	(6,000.00)				(5,942.24)	0.96%	57.76
						0.00	0.00	0.00						0.00
312						540.00	(4,500.00)	(4,500.00)				(3,960.00)	12.00%	540.00
						0.00	0.00	0.00						0.00
313						62.85	(2,000.00)	(2,000.00)				(1,937.15)	3.14%	62.85
						0.00	0.00	0.00						0.00
323						985.74	(15,500.00)	(15,500.00)				(14,514.26)	6.36%	985.74
						0.00	0.00	0.00						0.00
324						223.89	(4,200.00)	(4,200.00)				(3,976.11)	5.33%	223.89
						0.00	0.00	0.00						0.00
326						0.00	(1,800.00)	(1,800.00)				(1,800.00)	0.00%	0.00
						0.00	0.00	0.00						0.00
331						21.80	(6,500.00)	(6,500.00)				(6,478.20)	0.34%	21.80
						0.00	0.00	0.00						0.00
334						0.00	(700.00)	(700.00)				(700.00)	0.00%	0.00
						0.00	0.00	0.00						0.00
336						0.00	(2,352.00)	(2,352.00)				(2,352.00)	0.00%	0.00
						0.00	0.00	0.00						0.00
390						250.51	(4,500.00)	(4,500.00)				(4,249.49)	5.57%	250.51
						0.00	0.00	0.00						0.00
520						0.00	(152,500.00)	(152,500.00)				(152,500.00)	0.00%	0.00
						0.00	0.00	0.00						0.00
535						4,448.72	(44,700.00)	(44,700.00)				(40,251.28)	9.95%	4,448.72
						0.00	0.00	0.00						0.00
555						0.00	(3,000.00)	(3,000.00)				(3,000.00)	0.00%	0.00
						0.00	0.00	0.00						0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
595		Tax Relief Program	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
620	COMMF		0.00	0.00	0.00	0.00	0.00	0.00
620	Note Principal		(60,005.00)	(60,005.00)	5,006.19	(54,998.81)	8.34%	5,006.19
620	RDA27		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	6,504.02	6,504.02	No Budget	6,504.02
620	RDA26		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	3,753.76	3,753.76	No Budget	3,753.76
620	RDA24		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	42,325.55	42,325.55	No Budget	42,325.55
620	RDA22		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	17,188.04	17,188.04	No Budget	17,188.04
620	RDA28		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	30,696.36	30,696.36	No Budget	30,696.36
620	MUNIB		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		(121,000.00)	(121,000.00)	0.00	(121,000.00)	0.00%	0.00
620	RDA25		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	42,540.41	42,540.41	No Budget	42,540.41
620	CAP23		0.00	0.00	0.00	0.00	No Budget	0.00
620	Note Principal		0.00	0.00	5,667.82	5,667.82	No Budget	5,667.82
640	JBANO		0.00	0.00	0.00	0.00	No Budget	0.00
640	Interest On Notes		(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
640	RDA24		0.00	0.00	0.00	0.00	No Budget	0.00
640	Interest On Notes		0.00	0.00	36,868.45	36,868.45	No Budget	36,868.45
640	COMMF		0.00	0.00	0.00	0.00	No Budget	0.00
640	Interest On Notes		(89,420.00)	(89,420.00)	7,445.81	(81,974.19)	8.33%	7,445.81
640	RDA28		0.00	0.00	0.00	0.00	No Budget	0.00
640	Interest On Notes		0.00	0.00	24,743.64	24,743.64	No Budget	24,743.64
640	JRDNO		0.00	0.00	0.00	0.00	No Budget	0.00
640	Interest On Notes		0.00	0.00	0.00	0.00	No Budget	0.00
640	CAP23		(35,000.00)	(35,000.00)	2,750.27	(32,249.73)	7.86%	2,750.27
640	Interest On Notes		0.00	0.00	0.00	0.00	No Budget	0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	MUNIB		(15,662.00)	(15,662.00)	0.00	(15,662.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA27		0.00	0.00	5,375.98	5,375.98	No Budget	5,375.98
	Interest On Notes		0.00		0.00			0.00
640	RDA26		(37,250.00)	(37,250.00)	5,224.24	(32,025.76)	14.02%	5,224.24
	Interest On Notes		0.00		0.00			0.00
640	K8PK		0.00	0.00	13,088.88	13,088.88	No Budget	13,088.88
	Interest On Notes		0.00		0.00			0.00
640	RDA25		0.00	0.00	37,055.59	37,055.59	No Budget	37,055.59
	Interest On Notes		0.00		0.00			0.00
640	RDA22		0.00	0.00	14,971.96	14,971.96	No Budget	14,971.96
	Interest On Notes		0.00		0.00			0.00
560		Debt Issuance Costs	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
802		NE TN Tourism Appropriation	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
803		WC Museum/Heritage Alliance Appro	(50,000.00)	(50,000.00)	8,333.34	(41,666.66)	16.67%	8,333.34
			0.00		0.00			0.00
804		Building Inspection	(4,500.00)	(4,500.00)	135.00	(4,365.00)	3.00%	135.00
			0.00		0.00			0.00
805		Dirty Street Fighters	(7,000.00)	(7,000.00)	448.62	(6,551.38)	6.41%	448.62
			0.00		0.00			0.00
806		F.T.D.D. Appropriation	(1,650.00)	(1,650.00)	0.00	(1,650.00)	0.00%	0.00
			0.00		0.00			0.00
807		F.T.H.R.A. Appro	(7,301.00)	(7,301.00)	0.00	(7,301.00)	0.00%	0.00
			0.00		0.00			0.00
808		WC E.M.S. Appropriation	(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
			0.00		0.00			0.00
809		NE TN Regional Economic Partnersh	(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
810			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Historic Zoning Comm Training	0.00		0.00			0.00
815			0.00	0.00	449.99	449.99	No Budget	449.99
		Main Street Jones Program Exp	0.00		0.00			0.00
817			0.00	0.00	187.96	187.96	No Budget	187.96
		Main St.-Jonesborough Days	0.00		0.00			0.00
871			(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
		Washington Co-Jonesborough Library	0.00		0.00			0.00
946			0.00	0.00	10,375.00	10,375.00	No Budget	10,375.00
		Computer Software	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
992			(285,000.00)	(285,000.00)	102,300.00	(182,700.00)	35.89%	102,300.00
		Street/Solid Waste Buidling	0.00		0.00			0.00
998			(149,742.00)	(149,742.00)	0.00	(149,742.00)	0.00%	0.00
		Other Capital Projects	0.00		0.00			0.00
42100 Police								
121			(1,223,770.00)	(1,223,770.00)	99,890.69	(1,123,879.31)	8.16%	99,890.69
		Salaries and Wages	0.00		0.00			0.00
141			(93,618.00)	(93,618.00)	7,080.15	(86,537.85)	7.56%	7,080.15
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(225,889.00)	(225,889.00)	21,488.78	(204,400.22)	9.51%	21,488.78
		Hospital And Health Insurance	0.00		0.00			0.00
143			(71,811.00)	(71,811.00)	5,857.79	(65,953.21)	8.16%	5,857.79
		Employee Retirement Plan	0.00		0.00			0.00
147			(850.00)	(850.00)	3,017.74	2,167.74	355.03%	3,017.74
		Unemployment Insurance	0.00		0.00			0.00
148			(16,000.00)	(16,000.00)	1,387.68	(14,612.32)	8.67%	1,387.68
		Employee Education And Training	0.00		0.00			0.00

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
164		Reserve Officer Program	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
165		Court Costs	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(2,500.00)	(2,500.00)	77.98	(2,422.02)	3.12%	77.98
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(2,000.00)	(2,000.00)	154.37	(1,845.63)	7.72%	154.37
			0.00		0.00			0.00
236		Public Relation	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(15,500.00)	(15,500.00)	1,936.91	(13,563.09)	12.50%	1,936.91
			0.00		0.00			0.00
248		GPS Services	(5,250.00)	(5,250.00)	581.54	(4,668.46)	11.08%	581.54
			0.00		0.00			0.00
251		Medical Services	(11,500.00)	(11,500.00)	449.90	(11,050.10)	3.91%	449.90
			0.00		0.00			0.00
260		RADIO	(1,000.00)	(1,000.00)	41.40	(958.60)	4.14%	41.40
			0.00		0.00			0.00
261		Repair And Maintenance Services	(18,000.00)	(18,000.00)	684.80	(17,315.20)	3.80%	684.80
			0.00		0.00			0.00
262		Repair And Maintenance Motor Vehicles	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
270		Repair And Maintenance Equipment	(5,000.00)	(5,000.00)	56.02	(4,943.98)	1.12%	56.02
			0.00		0.00			0.00
280		Repair And Maintenance Surplus Vehicles &	(5,000.00)	(5,000.00)	88.50	(4,911.50)	1.77%	88.50
			0.00		0.00			0.00
289		Travel - Surplus Vehicles & Equip	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(39,739.00)	(39,739.00)	400.00	(39,339.00)	1.01%	400.00
			0.00		0.00			0.00

Fund : 110		Monthly Comparative:				58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
307			(25,000.00)	(25,000.00)	6,040.00	(18,960.00)	24.16%	6,040.00
		Shop with a Cop	0.00		0.00			0.00
311			(3,000.00)	(3,000.00)	31.65	(2,968.35)	1.06%	31.65
		Office Supplies	0.00		0.00			0.00
312			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
313			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
		Stationary/Forms	0.00		0.00			0.00
326			(20,000.00)	(20,000.00)	8,097.45	(11,902.55)	40.49%	8,097.45
		Clothing And Uniforms	0.00		0.00			0.00
327			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
		Fire Arm Supplies	0.00		0.00			0.00
331			(60,000.00)	(60,000.00)	3,726.82	(56,273.18)	6.21%	3,726.82
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(8,000.00)	(8,000.00)	595.92	(7,404.08)	7.45%	595.92
		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			(5,000.00)	(5,000.00)	246.56	(4,753.44)	4.93%	246.56
		Micellaneous Supplies	0.00		0.00			0.00
535			(18,275.00)	(18,275.00)	1,232.67	(17,042.33)	6.75%	1,232.67
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
560			(25,000.00)	(25,000.00)	0.00	(25,000.00)	0.00%	0.00
		State Police Fines	0.00		0.00			0.00
620			(119,000.00)	(119,000.00)	0.00	(119,000.00)	0.00%	0.00
		PSVEH	0.00		0.00			0.00
		Note Principal	0.00		0.00			0.00
640			(5,129.00)	(5,129.00)	0.00	(5,129.00)	0.00%	0.00
		PSVEH	0.00		0.00			0.00
		Interest On Notes	0.00		0.00			0.00
701			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
		DOJ Bullet Proof Vests Grant	0.00		0.00			0.00

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
702		TN Highway Safety Grant	(5,000.00) 0.00	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
831		Ps Electr.Citation Reserve Exp	(5,000.00) 0.00	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
832		Clerk Electr.Citation Reserve Exp	(1,500.00) 0.00	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
833		Handgun Permit Class Expense	(1,000.00) 0.00	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
834		Driving School Tech Fund Expenses	(2,000.00) 0.00	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
835		Paws In Blue Canine Expenses	0.00	0.00	599.93	599.93	No Budget	599.93
874		Jonesborough Cops for Kids	(2,500.00) 0.00	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
940		Machinery And Equipment	(43,000.00) 0.00	(43,000.00)	0.00	(43,000.00)	0.00%	0.00
42200 Fire Protection And Control Services								
121		Salaries and Wages	(432,579.00) 0.00	(432,579.00)	39,557.05	(393,021.95)	9.14%	39,557.05
141		Oasi (Employer's Share)	(33,092.00) 0.00	(33,092.00)	2,842.43	(30,249.57)	8.59%	2,842.43
142		Hospital And Health Insurance	(70,888.00) 0.00	(70,888.00)	5,976.89	(64,911.11)	8.43%	5,976.89
143		Employee Retirement Plan	(25,343.00) 0.00	(25,343.00)	2,238.78	(23,104.22)	8.83%	2,238.78
147		Unemployment Insurance	(340.00) 0.00	(340.00)	1,191.65	851.65	350.49%	1,191.65
148		Employee Education And Training	(8,500.00) 0.00	(8,500.00)	58.40	(8,441.60)	0.69%	58.40
					0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
211		Postage, Box Rent, Etc.	(200.00)	(200.00)	3.79	(196.21)	1.90%	3.79
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(1,800.00)	(1,800.00)	100.00	(1,700.00)	5.56%	100.00
			0.00		0.00			0.00
236		Public Relation	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(6,250.00)	(6,250.00)	722.91	(5,527.09)	11.57%	722.91
			0.00		0.00			0.00
248		GPS Services	(700.00)	(700.00)	218.07	(481.93)	31.15%	218.07
			0.00		0.00			0.00
251		Medical Services	(6,500.00)	(6,500.00)	206.57	(6,293.43)	3.18%	206.57
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(30,000.00)	(30,000.00)	4,374.37	(25,625.63)	14.58%	4,374.37
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(2,500.00)	(2,500.00)	661.06	(1,838.94)	26.44%	661.06
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(10,000.00)	(10,000.00)	1,757.16	(8,242.84)	17.57%	1,757.16
			0.00		0.00			0.00
280		Travel	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(11,000.00)	(11,000.00)	391.95	(10,608.05)	3.56%	391.95
			0.00		0.00			0.00
311		Office Supplies	(1,000.00)	(1,000.00)	383.49	(616.51)	38.35%	383.49
			0.00		0.00			0.00
312		Small Items Of Equipment	(45,000.00)	(45,000.00)	6,513.78	(38,486.22)	14.48%	6,513.78
			0.00		0.00			0.00
313		Stationary/Forms	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(11,000.00)	(11,000.00)	1,139.35	(9,860.65)	10.36%	1,139.35
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
329	Fire Fighting Gear		(30,000.00) 0.00	(30,000.00)	360.00 0.00	(29,640.00)	1.20%	360.00 0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(12,000.00) 0.00	(12,000.00)	1,131.63 0.00	(10,868.37)	9.43%	1,131.63 0.00
334	Tires, Tubes And Etc.		(8,000.00) 0.00	(8,000.00)	0.00 0.00	(8,000.00)	0.00%	0.00 0.00
344	Safety Supplies		(1,000.00) 0.00	(1,000.00)	0.00 0.00	(1,000.00)	0.00%	0.00 0.00
390	Micellaneous Supplies		(5,500.00) 0.00	(5,500.00)	239.97 0.00	(5,260.03)	4.36%	239.97 0.00
535	Equipment Leases & Maint Contracts		(6,500.00) 0.00	(6,500.00)	384.35 0.00	(6,115.65)	5.91%	384.35 0.00
620	FT16 Note Principal		(38,760.00) 0.00	(38,760.00)	3,233.65 0.00	(35,526.35)	8.34%	3,233.65 0.00
620	FT21 Note Principal		(46,000.00) 0.00	(46,000.00)	0.00 0.00	(46,000.00)	0.00%	0.00 0.00
640	FT16 Interest On Notes		(3,167.00) 0.00	(3,167.00)	260.24 0.00	(2,906.76)	8.22%	260.24 0.00
640	FT21 Interest On Notes		(10,109.00) 0.00	(10,109.00)	0.00 0.00	(10,109.00)	0.00%	0.00 0.00
43100	Highways And Streets							
121	Salaries and Wages		(400,991.00) 0.00	(400,991.00)	27,474.33 0.00	(373,516.67)	6.85%	27,474.33 0.00
141	Oasi (Employer's Share)		(30,676.00) 0.00	(30,676.00)	1,978.29 0.00	(28,697.71)	6.45%	1,978.29 0.00
142	Hospital And Health Insurance		(63,206.00) 0.00	(63,206.00)	4,318.53 0.00	(58,887.47)	6.83%	4,318.53 0.00
143	Employee Retirement Plan		(23,191.00) 0.00	(23,191.00)	1,625.52 0.00	(21,565.48)	7.01%	1,625.52 0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147		Unemployment Insurance	(310.00)	(310.00)	835.72	525.72	269.59%	835.72
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(2,500.00)	(2,500.00)	150.13	(2,349.87)	6.01%	150.13
			0.00		0.00			0.00
247		Street Lighting (Electric And Maint.)	(192,500.00)	(192,500.00)	17,670.28	(174,829.72)	9.18%	17,670.28
			0.00		0.00			0.00
248		GPS Services	(1,800.00)	(1,800.00)	234.26	(1,565.74)	13.01%	234.26
			0.00		0.00			0.00
251		Medical Services	(3,300.00)	(3,300.00)	163.60	(3,136.40)	4.96%	163.60
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(41,250.00)	(41,250.00)	1,932.43	(39,317.57)	4.68%	1,932.43
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,500.00)	(1,500.00)	112.87	(1,387.13)	7.52%	112.87
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(6,000.00)	(6,000.00)	44.42	(5,955.58)	0.74%	44.42
			0.00		0.00			0.00
268		Repair And Maintenance Roads And Streets	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
			0.00		0.00			0.00
311		Office Supplies	(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(4,000.00)	(4,000.00)	90.62	(3,909.38)	2.27%	90.62
			0.00		0.00			0.00
326		Clothing And Uniforms	(3,850.00)	(3,850.00)	0.00	(3,850.00)	0.00%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(32,175.00)	(32,175.00)	2,287.74	(29,887.26)	7.11%	2,287.74
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
			0.00		0.00			0.00
342		Sign Parts And Supplies	(6,050.00)	(6,050.00)	1,803.65	(4,246.35)	29.81%	1,803.65
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344		Safety Supplies	(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(2,750.00)	(2,750.00)	170.51	(2,579.49)	6.20%	170.51
			0.00		0.00			0.00
395		Storm Water	(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
			0.00		0.00			0.00
454		Sodium Chloride	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
473		Curbing, Sidewalks, and Rock	(100,000.00)	(100,000.00)	170.00	(99,830.00)	0.17%	170.00
			0.00		0.00			0.00
474		Street Paving	(175,000.00)	(175,000.00)	51,900.00	(123,100.00)	29.66%	51,900.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(2,500.00)	(2,500.00)	230.61	(2,269.39)	9.22%	230.61
			0.00		0.00			0.00
560		State Storm Water Maintenance Fees	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
973		3 - 2500 4 Wheel Drive Trucks	(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00%	0.00
			0.00		0.00			0.00
975		Oak Grove Curbing & Sidewalk	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
			0.00		0.00			0.00
977		Lincoln Park Parking Lot	(106,000.00)	(106,000.00)	650.00	(105,350.00)	0.61%	650.00
			0.00		0.00			0.00
984		West Main Sidewalk	(105,000.00)	(105,000.00)	0.00	(105,000.00)	0.00%	0.00
			0.00		0.00			0.00
985		Thompson Meadow Lane Paving	(52,000.00)	(52,000.00)	0.00	(52,000.00)	0.00%	0.00
			0.00		0.00			0.00
986		Boone Street Paving	(135,000.00)	(135,000.00)	0.00	(135,000.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43170	City Garage							
121		Salaries and Wages	(75,157.00)	(75,157.00)	8,755.09	(66,401.91)	11.65%	8,755.09
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(5,750.00)	(5,750.00)	593.50	(5,156.50)	10.32%	593.50
			0.00		0.00			0.00
142		Hospital And Health Insurance	(25,186.00)	(25,186.00)	2,618.57	(22,567.43)	10.40%	2,618.57
			0.00		0.00			0.00
143		Employee Retirement Plan	(4,452.00)	(4,452.00)	525.31	(3,926.69)	11.80%	525.31
			0.00		0.00			0.00
147		Unemployment Insurance	(130.00)	(130.00)	262.64	132.64	202.03%	262.64
			0.00		0.00			0.00
148		Employee Education And Training	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
			0.00		0.00			0.00
241		Electric	(5,000.00)	(5,000.00)	1,223.30	(3,776.70)	24.47%	1,223.30
			0.00		0.00			0.00
242		Water	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(2,250.00)	(2,250.00)	224.45	(2,025.55)	9.98%	224.45
			0.00		0.00			0.00
248		GPS Services	(400.00)	(400.00)	24.23	(375.77)	6.06%	24.23
			0.00		0.00			0.00
251		Medical Services	(800.00)	(800.00)	40.90	(759.10)	5.11%	40.90
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(500.00)	(500.00)	79.18	(420.82)	15.84%	79.18
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266		Repair And Maintenance Buildings	(1,500.00)	(1,500.00)	612.16	(887.84)	40.81%	612.16
311		Office Supplies	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
312		Small Items Of Equipment	(3,470.00)	(3,470.00)	0.00	(3,470.00)	0.00%	0.00
324		Household And Janitorial Supplies	(1,500.00)	(1,500.00)	375.93	(1,124.07)	25.06%	375.93
326		Clothing And Uniforms	(1,900.00)	(1,900.00)	86.84	(1,813.16)	4.57%	86.84
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,300.00)	(2,300.00)	123.20	(2,176.80)	5.36%	123.20
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
341		Consumable Tools	(2,300.00)	(2,300.00)	0.00	(2,300.00)	0.00%	0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
345		Welding Supplies	(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
346		Wash Bay Maintenance and Supplies	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
535		Equipment Leases & Maint Contracts	(3,000.00)	(3,000.00)	248.11	(2,751.89)	8.27%	248.11
44320		Senior Citizen Facilities	0.00	0.00	0.00	0.00		0.00
121		IIIB	(30,389.00)	(30,389.00)	0.00	(30,389.00)	0.00%	0.00
		Salaries and Wages	0.00	0.00	0.00	0.00		0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
121	TRANS		(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
	Salaries and Wages		0.00		0.00			0.00
121			(337,015.00)	(337,015.00)	26,946.16	(310,068.84)	8.00%	26,946.16
	Salaries and Wages		0.00		0.00			0.00
141	IIIB		(2,325.00)	(2,325.00)	0.00	(2,325.00)	0.00%	0.00
	Oasi (Employer's Share)		0.00		0.00			0.00
141			(25,782.00)	(25,782.00)	1,893.15	(23,888.85)	7.34%	1,893.15
	Oasi (Employer's Share)		0.00		0.00			0.00
141	TRANS		(459.00)	(459.00)	0.00	(459.00)	0.00%	0.00
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(64,437.00)	(64,437.00)	4,927.66	(59,509.34)	7.65%	4,927.66
	Hospital And Health Insurance		0.00		0.00			0.00
142	TRANS		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Hospital And Health Insurance		0.00		0.00			0.00
142	IIIB		(2,850.00)	(2,850.00)	1,003.14	(1,846.86)	35.20%	1,003.14
	Hospital And Health Insurance		0.00		0.00			0.00
143	IIIB		(2,387.00)	(2,387.00)	0.00	(2,387.00)	0.00%	0.00
	Employee Retirement Plan		0.00		0.00			0.00
143	TRANS		(420.00)	(420.00)	0.00	(420.00)	0.00%	0.00
	Employee Retirement Plan		0.00		0.00			0.00
143			(16,759.00)	(16,759.00)	1,416.31	(15,342.69)	8.45%	1,416.31
	Employee Retirement Plan		0.00		0.00			0.00
147			(310.00)	(310.00)	812.32	502.32	262.04%	812.32
	Unemployment Insurance		0.00		0.00			0.00
147	TRANS		(30.00)	(30.00)	0.00	(30.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
147	IIIB		(35.00)	(35.00)	0.00	(35.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148	IIIB		(2,500.00)	(2,500.00)	246.92	(2,253.08)	9.88%	246.92
	Employee Education And Training		0.00		0.00			0.00
148			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
211			(800.00)	(800.00)	105.55	(694.45)	13.19%	105.55
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(5,500.00)	(5,500.00)	109.95	(5,390.05)	2.00%	109.95
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(40,000.00)	(40,000.00)	2,005.74	(37,994.26)	5.01%	2,005.74
		Electric	0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	202.83	(3,797.17)	5.07%	202.83
		Water	0.00		0.00			0.00
245		IIIB	(780.00)	(780.00)	65.00	(715.00)	8.33%	65.00
		Telephone And Other Communication Services	0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	636.46	(9,363.54)	6.36%	636.46
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(1,000.00)	(1,000.00)	96.92	(903.08)	9.69%	96.92
		GPS Services	0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	143.15	(2,356.85)	5.73%	143.15
		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			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
265			(9,000.00)	(9,000.00)	102.90	(8,897.10)	1.14%	102.90
		Repair And Maintenance Grounds And	0.00		0.00			0.00
266			(20,400.00)	(20,400.00)	1,017.28	(19,382.72)	4.99%	1,017.28
		Repair And Maintenance Buildings	0.00		0.00			0.00
300		IIIB	(554.00)	(554.00)	0.00	(554.00)	0.00%	0.00
		Supplies	0.00		0.00			0.00
311			(3,200.00)	(3,200.00)	175.00	(3,025.00)	5.47%	175.00
		Office Supplies	0.00		0.00			0.00
312			(4,800.00)	(4,800.00)	0.00	(4,800.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324		Household And Janitorial Supplies	(6,000.00)	(6,000.00)	54.45	(5,945.55)	0.91%	54.45
326		Clothing And Uniforms	(900.00)	(900.00)	0.00	(900.00)	0.00%	0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,700.00)	(2,700.00)	23.77	(2,676.23)	0.88%	23.77
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
344		Safety Supplies	(2,000.00)	(2,000.00)	389.88	(1,610.12)	19.49%	389.88
360		IIIB	(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
390		Transportation	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
535		Micellaneous Supplies	(21,000.00)	(21,000.00)	1,447.83	(19,552.17)	6.89%	1,447.83
620		Equipment Leases & Maint Contracts	(90,000.00)	(90,000.00)	0.00	(90,000.00)	0.00%	0.00
640		Note Principal	(91,050.00)	(91,050.00)	0.00	(91,050.00)	0.00%	0.00
836		Interest On Notes	(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
837		Ada Compliance	(20,000.00)	(20,000.00)	1,326.00	(18,674.00)	6.63%	1,326.00
838		Parrish Nurse/Wellness Program	(38,000.00)	(38,000.00)	5,046.00	(32,954.00)	13.28%	5,046.00
839		Health Promotion Program	(55,000.00)	(55,000.00)	0.00	(55,000.00)	0.00%	0.00
968		Senior Center-Special Projects Ex	(13,253.00)	(13,253.00)	0.00	(13,253.00)	0.00%	0.00
		My Ride Golf Cart	0.00	0.00	0.00	0.00	0.00%	0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
969		Patio Pavilion	(11,981.00)	(11,981.00)	0.00	(11,981.00)	0.00%	0.00
44400		Parks and Recreation						
121		Salaries and Wages	(257,084.00)	(257,084.00)	14,269.70	(242,814.30)	5.55%	14,269.70
141		Oasi (Employer's Share)	(19,667.00)	(19,667.00)	1,050.55	(18,616.45)	5.34%	1,050.55
142		Hospital And Health Insurance	(43,051.00)	(43,051.00)	1,942.98	(41,108.02)	4.51%	1,942.98
143		Employee Retirement Plan	(12,889.00)	(12,889.00)	702.68	(12,186.32)	5.45%	702.68
147		Unemployment Insurance	(205.00)	(205.00)	428.10	223.10	208.83%	428.10
148		Employee Education And Training	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
211		Postage, Box Rent, Etc.	(400.00)	(400.00)	125.94	(274.06)	31.49%	125.94
220		Printing, Duplicating, Typing, And Binding	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
230		Publicity, Subscriptions, And Dues	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
241		Electric	(37,500.00)	(37,500.00)	2,519.40	(34,980.60)	6.72%	2,519.40
242		Water	(15,000.00)	(15,000.00)	4,704.83	(10,295.17)	31.37%	4,704.83
245		Telephone And Other Communication Services	(8,500.00)	(8,500.00)	997.18	(7,502.82)	11.73%	997.18
248		GPS Services	(950.00)	(950.00)	96.92	(853.08)	10.20%	96.92
			0.00	0.00	0.00	0.00	0.00%	0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251	Medical Services		(2,300.00)	(2,300.00)	184.05	(2,115.95)	8.00%	184.05
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(6,500.00)	(6,500.00)	715.34	(5,784.66)	11.01%	715.34
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(7,000.00)	(7,000.00)	47.45	(6,952.55)	0.68%	47.45
			0.00		0.00			0.00
265	Repair And Maintenance Grounds And		(95,000.00)	(95,000.00)	10,481.09	(84,518.91)	11.03%	10,481.09
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(7,500.00)	(7,500.00)	293.89	(7,206.11)	3.92%	293.89
			0.00		0.00			0.00
311	Office Supplies		(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
324	Household And Janitorial Supplies		(4,500.00)	(4,500.00)	223.89	(4,276.11)	4.98%	223.89
			0.00		0.00			0.00
326	Clothing And Uniforms		(1,600.00)	(1,600.00)	0.00	(1,600.00)	0.00%	0.00
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(7,000.00)	(7,000.00)	285.12	(6,714.88)	4.07%	285.12
			0.00		0.00			0.00
334	Tires, Tubes And Etc.		(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
344	Safety Supplies		(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
			0.00		0.00			0.00
390	Micellaneous Supplies		(1,300.00)	(1,300.00)	0.00	(1,300.00)	0.00%	0.00
			0.00		0.00			0.00
535	Equipment Leases & Maint Contracts		(2,520.00)	(2,520.00)	76.87	(2,443.13)	3.05%	76.87
			0.00		0.00			0.00
843	Jr Players Education Program		(50,000.00)	(50,000.00)	1,000.00	(49,000.00)	2.00%	1,000.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
844		Special Programs	(20,000.00) 0.00	(20,000.00)	716.73 0.00	(19,283.27)	3.58%	716.73 0.00
845		Athletic Programs	(10,000.00) 0.00	(10,000.00)	0.00 0.00	(10,000.00)	0.00%	0.00 0.00
847		Jrt-Don Squibb Scholarship Awards	(3,000.00) 0.00	(3,000.00)	74.00 0.00	(2,926.00)	2.47%	74.00 0.00
848		Jpac/Repertory Theatre	(52,000.00) 0.00	(52,000.00)	6,552.68 0.00	(45,447.32)	12.60%	6,552.68 0.00
849		Flag Committee Expenditures	(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
850		Townscope	(45,000.00) 0.00	(45,000.00)	0.00 0.00	(45,000.00)	0.00%	0.00 0.00
851		Keep Jonesborough Beautiful Progr	(3,000.00) 0.00	(3,000.00)	0.00 0.00	(3,000.00)	0.00%	0.00 0.00
853		Chuckey Depot Museum Reserve Exp	(3,000.00) 0.00	(3,000.00)	925.41 0.00	(2,074.59)	30.85%	925.41 0.00
854		E.Gillespie Bldg.Utilities&Suppli	(16,000.00) 0.00	(16,000.00)	(636.61) 0.00	(16,636.61)	-3.98%	(636.61) 0.00
855		Jackson Theatre Utilities	(25,200.00) 0.00	(25,200.00)	1,343.80 0.00	(23,856.20)	5.33%	1,343.80 0.00
856		Boone Street Mkt Utilities	(6,500.00) 0.00	(6,500.00)	2,188.28 0.00	(4,311.72)	33.67%	2,188.28 0.00
857		Chuckey Depot Operating Expenses	(7,000.00) 0.00	(7,000.00)	401.32 0.00	(6,598.68)	5.73%	401.32 0.00
858		Jrt Warehouse Expenses	0.00 0.00	0.00	571.19 0.00	571.19	No Budget	571.19 0.00
860		Tree & Townscape Exp	(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
872		K-8 Maintenance	(125,000.00) 0.00	(125,000.00)	0.00 0.00	(125,000.00)	0.00%	0.00 0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
962		Stage Door Renovations	(100,000.00)	(100,000.00)	14,848.40	(85,151.60)	14.85%	14,848.40
			0.00		0.00			0.00
963		Jackson Thtre Renov	(875,000.00)	(875,000.00)	2,873.89	(872,126.11)	0.33%	2,873.89
			0.00		0.00			0.00
965		Bailfield Upgrades	(135,500.00)	(135,500.00)	0.00	(135,500.00)	0.00%	0.00
			0.00		0.00			0.00
966		Depot St Park Upgrades	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
			0.00		0.00			0.00
987		Dog Park Project	(19,820.00)	(19,820.00)	0.00	(19,820.00)	0.00%	0.00
			0.00		0.00			0.00
988		Stemmons House Painting	(16,000.00)	(16,000.00)	0.00	(16,000.00)	0.00%	0.00
			0.00		0.00			0.00
989		Jonesborough Fitness Center	(49,000.00)	(49,000.00)	0.00	(49,000.00)	0.00%	0.00
			0.00		0.00			0.00
990		Gillespie Building Roof	(41,758.00)	(41,758.00)	0.00	(41,758.00)	0.00%	0.00
			0.00		0.00			0.00
44490		Wetlands Water Park						
121		Salaries and Wages	(282,599.00)	(282,599.00)	0.00	(282,599.00)	0.00%	0.00
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(21,619.00)	(21,619.00)	0.00	(21,619.00)	0.00%	0.00
			0.00		0.00			0.00
142		Hospital And Health Insurance	(2,400.00)	(2,400.00)	0.00	(2,400.00)	0.00%	0.00
			0.00		0.00			0.00
143		Employee Retirement Plan	(3,265.00)	(3,265.00)	0.00	(3,265.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(845.00)	(845.00)	0.00	(845.00)	0.00%	0.00
			0.00		0.00			0.00
148		Employee Education And Training	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
211			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(1,000.00)	(1,000.00)	195.75	(804.25)	19.58%	195.75
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(20,000.00)	(20,000.00)	2,000.00	(18,000.00)	10.00%	2,000.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(45,000.00)	(45,000.00)	1,623.00	(43,377.00)	3.61%	1,623.00
		Electric	0.00		0.00			0.00
242			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		Water	0.00		0.00			0.00
245			(5,300.00)	(5,300.00)	486.63	(4,813.37)	9.18%	486.63
		Telephone And Other Communication 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
262			(3,200.00)	(3,200.00)	0.00	(3,200.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
265			(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
		Repair And Maintenance Grounds And	0.00		0.00			0.00
266			(10,000.00)	(10,000.00)	105.00	(9,895.00)	1.05%	105.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
288			(700.00)	(700.00)	0.00	(700.00)	0.00%	0.00
		Travel/Training/Car Allowance	0.00		0.00			0.00
291			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Pool Maintenance	0.00		0.00			0.00
296			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		Pool Pump Repair/Replacement	0.00		0.00			0.00
311			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
		Office Supplies	0.00		0.00			0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
321		Paper/Plastics	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
323		Food	(38,000.00)	(38,000.00)	0.00	(38,000.00)	0.00%	0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
325		Beverages	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
326		Clothing And Uniforms	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
337		Photo ID Supplies	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
344		Safety Supplies	(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
351		Merchandise Purchased For Resale	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
390		Micellaneous Supplies	(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
493		Chemicals	(24,000.00)	(24,000.00)	0.00	(24,000.00)	0.00%	0.00
535		Equipment Leases & Maint Contracts	(3,000.00)	(3,000.00)	424.61	(2,575.39)	14.15%	424.61
556		Credit Card Fees	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
620		TBF21	(32,900.00)	(32,900.00)	0.00	(32,900.00)	0.00%	0.00
640		Note Principal	(1,799.00)	(1,799.00)	0.00	(1,799.00)	0.00%	0.00
		Interest On Notes	0.00	0.00	0.00	0.00	0.00%	0.00

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
958		Pump Room Renovations	(120,000.00)	(120,000.00)	0.00	(120,000.00)	0.00%	0.00
959		Building Renovations	(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
44491	McKinney Center							
121		Salaries and Wages	(211,640.00)	(211,640.00)	15,151.60	(196,488.40)	7.16%	15,151.60
141		Oasi (Employer's Share)	(16,190.00)	(16,190.00)	1,125.06	(15,064.94)	6.95%	1,125.06
142		Hospital And Health Insurance	(24,330.00)	(24,330.00)	1,511.50	(22,818.50)	6.21%	1,511.50
143		Employee Retirement Plan	(11,599.00)	(11,599.00)	882.08	(10,716.92)	7.60%	882.08
147		Unemployment Insurance	(180.00)	(180.00)	486.29	306.29	270.16%	486.29
148		Employee Education And Training	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
211		Postage, Box Rent, Etc.	(300.00)	(300.00)	16.39	(283.61)	5.46%	16.39
220		Printing, Duplicating, Typing, And Binding	(350.00)	(350.00)	0.00	(350.00)	0.00%	0.00
230		Publicity, Subscriptions, And Dues	(370.00)	(370.00)	0.00	(370.00)	0.00%	0.00
238		Marketing and Marketing Supplies	(2,000.00)	(2,000.00)	193.59	(1,806.41)	9.68%	193.59
241		Electric	(8,500.00)	(8,500.00)	604.61	(7,895.39)	7.11%	604.61
242		Water	(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(6,500.00)	(6,500.00)	572.49	(5,927.51)	8.81%	572.49
			0.00		0.00			0.00
251		Medical Services	(800.00)	(800.00)	61.35	(738.65)	7.67%	61.35
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(20,000.00)	(20,000.00)	180.00	(19,820.00)	0.90%	180.00
			0.00		0.00			0.00
272		Repair And Maintenance Buildings - Capital	(15,500.00)	(15,500.00)	0.00	(15,500.00)	0.00%	0.00
			0.00		0.00			0.00
279		Website Maintenance	(2,400.00)	(2,400.00)	49.28	(2,350.72)	2.05%	49.28
			0.00		0.00			0.00
311		Office Supplies	(1,100.00)	(1,100.00)	0.00	(1,100.00)	0.00%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
313		Stationary/Forms	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
323		Food	(1,100.00)	(1,100.00)	0.00	(1,100.00)	0.00%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(3,000.00)	(3,000.00)	280.36	(2,719.64)	9.35%	280.36
			0.00		0.00			0.00
344		Safety Supplies	(125.00)	(125.00)	0.00	(125.00)	0.00%	0.00
			0.00		0.00			0.00
390		Micellaneous Supplies	(450.00)	(450.00)	0.00	(450.00)	0.00%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(8,500.00)	(8,500.00)	896.40	(7,603.60)	10.55%	896.40
			0.00		0.00			0.00
556		Credit Card Fees	(600.00)	(600.00)	0.00	(600.00)	0.00%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
862		Special Programs	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
863		Americorps Worker Program	(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
864	724	Mary Martin Prog.For The Arts	0.00	0.00	35.10	35.10	No Budget	35.10
864		Mary Martin Prog.For The Arts	(50,000.00)	(50,000.00)	1,018.97	(48,981.03)	2.04%	1,018.97
865		Story Town Radio Show	(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
866		Mckinney Scholarship Fund	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
867		Conversations That Matter Program	0.00	0.00	190.00	190.00	No Budget	190.00
47210		Tourism /Visitors Center						
121		Salaries and Wages	(369,719.00)	(369,719.00)	27,893.30	(341,825.70)	7.54%	27,893.30
141		Oasi (Employer's Share)	(28,284.00)	(28,284.00)	2,036.00	(26,248.00)	7.20%	2,036.00
142		Hospital And Health Insurance	(39,821.00)	(39,821.00)	4,070.35	(35,750.65)	10.22%	4,070.35
143		Employee Retirement Plan	(18,114.00)	(18,114.00)	1,383.22	(16,730.78)	7.64%	1,383.22
147		Unemployment Insurance	(220.00)	(220.00)	851.08	631.08	386.85%	851.08
148		Employee Education And Training	(7,500.00)	(7,500.00)	675.00	(6,825.00)	9.00%	675.00
211		Postage, Box Rent, Etc.	(1,750.00)	(1,750.00)	112.29	(1,637.71)	6.42%	112.29

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
220			(46,500.00)	(46,500.00)	998.75	(45,501.25)	2.15%	998.75
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(6,535.00)	(6,535.00)	575.00	(5,960.00)	8.80%	575.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(60,000.00)	(60,000.00)	1,269.99	(58,730.01)	2.12%	1,269.99
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(13,500.00)	(13,500.00)	1,048.20	(12,451.80)	7.76%	1,048.20
		Electric	0.00		0.00			0.00
242			(2,300.00)	(2,300.00)	206.88	(2,093.12)	8.99%	206.88
		Water	0.00		0.00			0.00
245			(12,738.00)	(12,738.00)	944.22	(11,793.78)	7.41%	944.22
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(1,500.00)	(1,500.00)	81.80	(1,418.20)	5.45%	81.80
		Medical Services	0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	24.23	(1,475.77)	1.62%	24.23
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(20,000.00)	(20,000.00)	770.73	(19,229.27)	3.85%	770.73
		Repair And Maintenance Buildings	0.00		0.00			0.00
311			(2,000.00)	(2,000.00)	89.76	(1,910.24)	4.49%	89.76
		Office Supplies	0.00		0.00			0.00
312			(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
		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
323			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Food	0.00		0.00			0.00
324			(5,000.00)	(5,000.00)	328.55	(4,671.45)	6.57%	328.55
		Household And Janitorial Supplies	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 110		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(2,400.00)	(2,400.00)	0.00	(2,400.00)	0.00%	0.00
		Gas, Oil, Diesel Fuel, Grease, Etc.	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			(800.00)	(800.00)	14.25	(785.75)	1.78%	14.25
		Miscellaneous Supplies	0.00		0.00			0.00
535			(8,000.00)	(8,000.00)	17.34	(7,982.66)	0.22%	17.34
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
556			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Credit Card Fees	0.00		0.00			0.00
598			(30,000.00)	(30,000.00)	406.00	(29,594.00)	1.35%	406.00
		Gift Shop Expenditures	0.00		0.00			0.00
815			(20,000.00)	(20,000.00)	6.99	(19,993.01)	0.03%	6.99
		Main Street Jones Program Exp	0.00		0.00			0.00
816			(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
		Main St.-Brews & Tunes Program	0.00		0.00			0.00
817			(31,900.00)	(31,900.00)	0.00	(31,900.00)	0.00%	0.00
		Main St.-Jonesborough Days	0.00		0.00			0.00
846			(36,000.00)	(36,000.00)	0.00	(36,000.00)	0.00%	0.00
		Music On The Square Exp	0.00		0.00			0.00
861			(25,000.00)	(25,000.00)	1,069.12	(23,930.88)	4.28%	1,069.12
		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 For Fund: 110			(12,472,575.00)	(12,472,575.00)	1,110,169.07	(11,362,405.93)	8.90%	1,110,169.07
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 131

Monthly Comparative: 58.33%

	Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43200	Sanitation Services								
121				(276,574.00)	(276,574.00)	18,654.43	(257,919.57)	6.74%	18,654.43
			Salaries and Wages	0.00		0.00			0.00
141			Oasi (Employer's Share)	(21,158.00)	(21,158.00)	1,332.47	(19,825.53)	6.30%	1,332.47
				0.00		0.00			0.00
142			Hospital And Health Insurance	(68,021.00)	(68,021.00)	4,970.64	(63,050.36)	7.31%	4,970.64
				0.00		0.00			0.00
143			Employee Retirement Plan	(16,423.00)	(16,423.00)	1,119.27	(15,303.73)	6.82%	1,119.27
				0.00		0.00			0.00
147			Unemployment Insurance	(200.00)	(200.00)	580.62	380.62	290.31%	580.62
				0.00		0.00			0.00
235			Memberships, Registration Fees, And Tuition	(10,300.00)	(10,300.00)	0.00	(10,300.00)	0.00%	0.00
				0.00		0.00			0.00
237			Keep Jonesborough Beautiful Program	(2,233.00)	(2,233.00)	0.00	(2,233.00)	0.00%	0.00
				0.00		0.00			0.00
238			Marketing and Marketing Supplies	(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
				0.00		0.00			0.00
241			Electric	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
				0.00		0.00			0.00
245			Telephone And Other Communication Services	(5,500.00)	(5,500.00)	445.75	(5,054.25)	8.10%	445.75
				0.00		0.00			0.00
248			GPS Services	(2,860.00)	(2,860.00)	226.22	(2,633.78)	7.91%	226.22
				0.00		0.00			0.00
251			Medical Services	(2,200.00)	(2,200.00)	102.75	(2,097.25)	4.67%	102.75
				0.00		0.00			0.00
259			Contract Lab Services	0.00	0.00	0.00	0.00	No Budget	0.00
				0.00		0.00			0.00
261			Repair And Maintenance Motor Vehicles	(66,000.00)	(66,000.00)	1,924.76	(64,075.24)	2.92%	1,924.76
				0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund :	131	Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266			(1,800.00)	(1,800.00)	0.00	(1,800.00)	0.00%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
280			(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
294			(120,000.00)	(120,000.00)	0.00	(120,000.00)	0.00%	0.00
		Tire Disposal Services	0.00		0.00			0.00
295			(330.00)	(330.00)	10,223.77	9,893.77	3098.11%	10,223.77
		Waste Disposal Fees	0.00		0.00			0.00
310			(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
		Office Supplies And Materials	0.00		0.00			0.00
312			(825.00)	(825.00)	0.00	(825.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
326			(5,250.00)	(5,250.00)	0.00	(5,250.00)	0.00%	0.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(75,000.00)	(75,000.00)	5,650.95	(69,349.05)	7.53%	5,650.95
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(10,800.00)	(10,800.00)	0.00	(10,800.00)	0.00%	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			(1,100.00)	(1,100.00)	0.00	(1,100.00)	0.00%	0.00
		Supplies For Resale	0.00		0.00			0.00
390			(4,800.00)	(4,800.00)	11.98	(4,788.02)	0.25%	11.98
		Micellaneous Supplies	0.00		0.00			0.00
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			(1,705.00)	(1,705.00)	0.00	(1,705.00)	0.00%	0.00
		Machinery And Equipment Rental	0.00		0.00			0.00
535			0.00	0.00	76.87	76.87	No Budget	76.87
		Equipment Leases & Maint Contracts	0.00		0.00			0.00

Fund : 131		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
555		Bank Service Charges	(330.00)	(330.00)	0.00	(330.00)	0.00%	0.00
565		Permit Fee	(20,625.00)	(20,625.00)	0.00	(20,625.00)	0.00%	0.00
620		Note Principal	(43,807.00)	(43,807.00)	3,654.41	(40,152.59)	8.34%	3,654.41
640		Interest On Notes	(5,497.00)	(5,497.00)	454.17	(5,042.83)	8.26%	454.17
940		Machinery And Equipment	(60,000.00)	(60,000.00)	0.00	(60,000.00)	0.00%	0.00
Total For Fund: 131			(839,788.00)	(839,788.00)	49,429.06	(790,358.94)	5.89%	49,429.06
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 311		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
95001	K-8 Capital Project							
256	Engineering Services		0.00	0.00	8,718.00	8,718.00	No Budget	8,718.00
		Capital Projects	0.00	0.00	8,718.00	8,718.00	100.00%	8,718.00
			0.00	0.00	0.00	0.00		0.00
292	Landscaping Services		0.00	0.00	68,048.57	68,048.57	No Budget	68,048.57
		Capital Projects	0.00	0.00	68,048.57	68,048.57	100.00%	68,048.57
			0.00	0.00	0.00	0.00		0.00
390	Miscellaneous Supplies		0.00	0.00	497.79	497.79	No Budget	497.79
		Capital Projects	0.00	0.00	497.79	497.79	100.00%	497.79
			0.00	0.00	0.00	0.00		0.00
533	Machinery And Equipment Rental		0.00	0.00	750.00	750.00	No Budget	750.00
		Capital Projects	0.00	0.00	750.00	750.00	100.00%	750.00
			0.00	0.00	0.00	0.00		0.00
640	K8P2		0.00	0.00	29,660.38	29,660.38	No Budget	29,660.38
	Interest On Notes		0.00	0.00	0.00	0.00		0.00
		Capital Projects	0.00	0.00	29,660.38	29,660.38	100.00%	29,660.38
			0.00	0.00	0.00	0.00		0.00
923	Institutional (Schools, Hospitals, Etc.)		0.00	0.00	855,324.02	855,324.02	No Budget	855,324.02
		Capital Projects	0.00	0.00	855,324.02	855,324.02	100.00%	855,324.02
			0.00	0.00	0.00	0.00		0.00
95002	Tiger Park - LPRF							
937	901		0.00	0.00	112,341.46	112,341.46	No Budget	112,341.46
	Parks And Recreation Facilities		0.00	0.00	0.00	0.00		0.00
		Capital Projects	0.00	0.00	112,341.46	112,341.46	100.00%	112,341.46
			0.00	0.00	0.00	0.00		0.00

Fund : 311

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund: 311			0.00	0.00	1,075,340.22	1,075,340.22	100.00%	1,075,340.22
			0.00		0.00			0.00

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113	Water Purification Facilities							
121		Salaries and Wages	(411,081.00)	(411,081.00)	37,928.28	(373,152.72)	9.23%	37,928.28
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(31,448.00)	(31,448.00)	2,747.83	(28,700.17)	8.74%	2,747.83
			0.00		0.00			0.00
142		Hospital And Health Insurance	(63,368.00)	(63,368.00)	6,162.44	(57,205.56)	9.72%	6,162.44
			0.00		0.00			0.00
143		Employee Retirement Plan	(24,408.00)	(24,408.00)	2,275.70	(22,132.30)	9.32%	2,275.70
			0.00		0.00			0.00
147		Unemployment Insurance	(330.00)	(330.00)	1,137.85	807.85	344.80%	1,137.85
			0.00		0.00			0.00
148		Employee Education And Training	(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(700.00)	(700.00)	0.00	(700.00)	0.00%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(750.00)	(750.00)	250.00	(500.00)	33.33%	250.00
			0.00		0.00			0.00
241		Electric	(600,000.00)	(600,000.00)	42,903.98	(557,096.02)	7.15%	42,903.98
			0.00		0.00			0.00
242		Water	(2,000.00)	(2,000.00)	251.25	(1,748.75)	12.56%	251.25
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(12,000.00)	(12,000.00)	1,532.41	(10,467.59)	12.77%	1,532.41
			0.00		0.00			0.00
248		GPS Services	(1,500.00)	(1,500.00)	64.65	(1,435.35)	4.31%	64.65
			0.00		0.00			0.00
251		Medical Services	(3,250.00)	(3,250.00)	224.05	(3,025.95)	6.89%	224.05
			0.00		0.00			0.00
259		Contract Lab Services	(15,000.00)	(15,000.00)	269.00	(14,731.00)	1.79%	269.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261		Repair And Maintenance Motor Vehicles	(12,500.00)	(12,500.00)	687.66	(11,812.34)	5.50%	687.66
266		Repair And Maintenance Buildings	(60,000.00)	(60,000.00)	0.00	(60,000.00)	0.00%	0.00
281		Repair and Maintenance Plant	(120,000.00)	(120,000.00)	0.00	(120,000.00)	0.00%	0.00
311		Office Supplies	(1,000.00)	(1,000.00)	221.88	(778.12)	22.19%	221.88
312		Small Items Of Equipment	(25,000.00)	(25,000.00)	935.14	(24,064.86)	3.74%	935.14
322		Chemical, Laboratory, And Medical Supplies	(25,000.00)	(25,000.00)	1,123.41	(23,876.59)	4.49%	1,123.41
324		Household And Janitorial Supplies	(3,250.00)	(3,250.00)	35.42	(3,214.58)	1.09%	35.42
326		Clothing And Uniforms	(5,750.00)	(5,750.00)	423.25	(5,326.75)	7.36%	423.25
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(8,000.00)	(8,000.00)	445.30	(7,554.70)	5.57%	445.30
334		Tires, Tubes And Etc.	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
344		Safety Supplies	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
390		Micellaneous Supplies	(4,500.00)	(4,500.00)	863.92	(3,636.08)	19.20%	863.92
493		Chemicals	(250,000.00)	(250,000.00)	0.00	(250,000.00)	0.00%	0.00
533		Machinery And Equipment Rental	(70,000.00)	(70,000.00)	156.05	(69,843.95)	0.22%	156.05
535		Equipment Leases & Maint Contracts	(5,500.00)	(5,500.00)	230.61	(5,269.39)	4.19%	230.61
			0.00	0.00	0.00	0.00		0.00

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
824		Intake Access Road Maintenance	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
980		New Exmark Lawnmower	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
981		WTP Plant Engineering	(251,450.00)	(251,450.00)	4,200.00	(247,250.00)	1.67%	4,200.00
982		Plant Transmission Line	(96,000.00)	(96,000.00)	2,800.00	(93,200.00)	2.92%	2,800.00
983		Woodlawn Pump House Re-Roof	(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	0.00
52114		Transmission And Distribution						
121		Salaries and Wages	(607,471.00)	(607,471.00)	52,895.17	(554,575.83)	8.71%	52,895.17
141		Oasi (Employer's Share)	(46,472.00)	(46,472.00)	3,929.20	(42,542.80)	8.45%	3,929.20
142		Hospital And Health Insurance	(89,011.00)	(89,011.00)	5,338.98	(83,672.02)	6.00%	5,338.98
143		Employee Retirement Plan	(34,804.00)	(34,804.00)	3,173.72	(31,630.28)	9.12%	3,173.72
147		Unemployment Insurance	(475.00)	(475.00)	1,622.53	1,147.53	341.59%	1,622.53
148		Employee Education And Training	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
230		Publicity, Subscriptions, And Dues	(6,500.00)	(6,500.00)	3,507.42	(2,992.58)	53.96%	3,507.42
245		Telephone And Other Communication Services	(10,400.00)	(10,400.00)	855.92	(9,544.08)	8.23%	855.92
248		GPS Services	(3,950.00)	(3,950.00)	363.45	(3,586.55)	9.20%	363.45
			0.00	0.00	0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 413		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
249			(39,500.00)	(39,500.00)	0.00	(39,500.00)	0.00%	0.00
		GIS Mapping Services	0.00		0.00			0.00
251			(6,500.00)	(6,500.00)	895.72	(5,604.28)	13.78%	895.72
		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			(55,000.00)	(55,000.00)	2,980.33	(52,019.67)	5.42%	2,980.33
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(7,000.00)	(7,000.00)	1,187.97	(5,812.03)	16.97%	1,187.97
		Repair And Maintenance Equipment	0.00		0.00			0.00
269			(150,000.00)	(150,000.00)	23,695.60	(126,304.40)	15.80%	23,695.60
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
290			0.00	0.00	41.95	41.95	No Budget	41.95
		Other Contracted Services	0.00		0.00			0.00
311			(3,000.00)	(3,000.00)	84.90	(2,915.10)	2.83%	84.90
		Office Supplies	0.00		0.00			0.00
312			(10,000.00)	(10,000.00)	1,352.00	(8,648.00)	13.52%	1,352.00
		Small Items Of Equipment	0.00		0.00			0.00
323			0.00	0.00	245.10	245.10	No Budget	245.10
		Food	0.00		0.00			0.00
326			(9,000.00)	(9,000.00)	922.13	(8,077.87)	10.25%	922.13
		Clothing And Uniforms	0.00		0.00			0.00
331			(60,000.00)	(60,000.00)	4,290.94	(55,709.06)	7.15%	4,290.94
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(13,000.00)	(13,000.00)	0.00	(13,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(13,000.00)	(13,000.00)	199.98	(12,800.02)	1.54%	199.98
		Safety Supplies	0.00		0.00			0.00
348			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
		Water Line Upgrades	0.00		0.00			0.00

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
349		Water Loss Reduction	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
390		Micellaneous Supplies	(20,000.00)	(20,000.00)	654.32	(19,345.68)	3.27%	654.32
			0.00		0.00			0.00
391		Water Meters	(180,000.00)	(180,000.00)	65.00	(179,935.00)	0.04%	65.00
			0.00		0.00			0.00
392		Fire Hydrants	(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
			0.00		0.00			0.00
451		Rock and Crushed Stone	(18,000.00)	(18,000.00)	2,440.57	(15,559.43)	13.56%	2,440.57
			0.00		0.00			0.00
491		Direct Boring Machine	(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
			0.00		0.00			0.00
533		Machinery And Equipment Rental	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,000.00)	(6,000.00)	598.13	(5,401.87)	9.97%	598.13
			0.00		0.00			0.00
869		Water Booster Stations Engineering	(28,000.00)	(28,000.00)	0.00	(28,000.00)	0.00%	0.00
			0.00		0.00			0.00
870		EDA - Washington Co Industrial Park	(35,235.00)	(35,235.00)	0.00	(35,235.00)	0.00%	0.00
			0.00		0.00			0.00
940		Machinery And Equipment	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
941		Vehicles	(110,000.00)	(110,000.00)	0.00	(110,000.00)	0.00%	0.00
			0.00		0.00			0.00
974		EDA - Washington Co Industrial Park	0.00	0.00	2,189.52	2,189.52	No Budget	2,189.52
			0.00		0.00			0.00
52117		Administration And General Expenses						
121		Salaries and Wages	(557,294.00)	(557,294.00)	40,508.33	(516,785.67)	7.27%	40,508.33
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
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Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	(42,633.00)	(42,633.00)	2,883.90	(39,749.10)	6.76%	2,883.90
			0.00		0.00			0.00
142		Hospital And Health Insurance	(108,332.00)	(108,332.00)	6,100.07	(102,231.93)	5.63%	6,100.07
			0.00		0.00			0.00
143		Employee Retirement Plan	(31,649.00)	(31,649.00)	1,886.10	(29,762.90)	5.96%	1,886.10
			0.00		0.00			0.00
146		Workmen's Compensation	(44,640.00)	(44,640.00)	0.00	(44,640.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(275.00)	(275.00)	1,224.05	949.05	445.11%	1,224.05
			0.00		0.00			0.00
168		USDA Wildlife Management	(3,050.00)	(3,050.00)	0.00	(3,050.00)	0.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(48,300.00)	(48,300.00)	4,591.46	(43,708.54)	9.51%	4,591.46
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(750.00)	(750.00)	55.00	(695.00)	7.33%	55.00
			0.00		0.00			0.00
236		Public Relation	(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
			0.00		0.00			0.00
241		Electric	(9,500.00)	(9,500.00)	870.65	(8,629.35)	9.16%	870.65
			0.00		0.00			0.00
242		Water	(4,000.00)	(4,000.00)	72.91	(3,927.09)	1.82%	72.91
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(6,000.00)	(6,000.00)	392.24	(5,607.76)	6.54%	392.24
			0.00		0.00			0.00
251		Medical Services	(2,700.00)	(2,700.00)	184.05	(2,515.95)	6.82%	184.05
			0.00		0.00			0.00
252		Legal Services	(45,000.00)	(45,000.00)	753.42	(44,246.58)	1.67%	753.42
			0.00		0.00			0.00
253		RATE	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Accounting And Auditing Services	0.00		0.00			0.00

Fund : 413									
Monthly Comparative: 58.33%									
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance	
253			(25,400.00)	(25,400.00)	28,092.50	2,692.50	110.60%	28,092.50	
		Accounting And Auditing Services	0.00		0.00			0.00	
255			(71,595.00)	(71,595.00)	3,410.49	(68,184.51)	4.76%	3,410.49	
		Data Processing Services	0.00		0.00			0.00	
256			(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00	
		Engineering Services	0.00		0.00			0.00	
262			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00	
		Repair And Maintenance Equipment	0.00		0.00			0.00	
266			(4,000.00)	(4,000.00)	16.91	(3,983.09)	0.42%	16.91	
		Repair And Maintenance Buildings	0.00		0.00			0.00	
271			(33,235.00)	(33,235.00)	0.00	(33,235.00)	0.00%	0.00	
		Repair And Maintenance Water Tank	0.00		0.00			0.00	
288			(1,000.00)	(1,000.00)	480.92	(519.08)	48.09%	480.92	
		Travel/Training/Car Allowance	0.00		0.00			0.00	
311			(5,500.00)	(5,500.00)	516.55	(4,983.45)	9.39%	516.55	
		Office Supplies	0.00		0.00			0.00	
312			(2,000.00)	(2,000.00)	229.99	(1,770.01)	11.50%	229.99	
		Small Items Of Equipment	0.00		0.00			0.00	
313			(8,500.00)	(8,500.00)	62.85	(8,437.15)	0.74%	62.85	
		Stationary/Forms	0.00		0.00			0.00	
323			(10,000.00)	(10,000.00)	1,037.23	(8,962.77)	10.37%	1,037.23	
		Food	0.00		0.00			0.00	
324			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00	
		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	
390			(2,000.00)	(2,000.00)	138.87	(1,861.13)	6.94%	138.87	
		Micellaneous Supplies	0.00		0.00			0.00	
520			(99,200.00)	(99,200.00)	0.00	(99,200.00)	0.00%	0.00	
		Property/Liability Insurance	0.00		0.00			0.00	

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	(32,250.00)	(32,250.00)	1,180.91	(31,069.09)	3.66%	1,180.91
			0.00		0.00			0.00
540		Depreciation	(1,600,000.00)	(1,600,000.00)	0.00	(1,600,000.00)	0.00%	0.00
			0.00		0.00			0.00
555		Bank Service Charges	(10,000.00)	(10,000.00)	321.10	(9,678.90)	3.21%	321.10
			0.00		0.00			0.00
564		Annual Maintenance Fee	(17,533.00)	(17,533.00)	0.00	(17,533.00)	0.00%	0.00
			0.00		0.00			0.00
570		NE TN Regional Economic Partnership	(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
			0.00		0.00			0.00
592		Payments In Lieu Of Taxes	(260,000.00)	(260,000.00)	0.00	(260,000.00)	0.00%	0.00
			0.00		0.00			0.00
630		BD21B	(65,598.00)	(65,598.00)	0.00	(65,598.00)	0.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BD22B	(59,943.00)	(59,943.00)	0.00	(59,943.00)	0.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BD13B	(46,129.00)	(46,129.00)	3,840.35	(42,288.65)	8.33%	3,840.35
		Interest On Bond Debt	0.00		0.00			0.00
630		BND22	(80,000.00)	(80,000.00)	0.00	(80,000.00)	0.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BND13	(2,429.00)	(2,429.00)	198.99	(2,230.01)	8.19%	198.99
		Interest On Bond Debt	0.00		0.00			0.00
630		BD21A	(70,850.00)	(70,850.00)	0.00	(70,850.00)	0.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BND12	(23,424.00)	(23,424.00)	1,950.03	(21,473.97)	8.32%	1,950.03
		Interest On Bond Debt	0.00		0.00			0.00
650		Bonds - Other Fees	(3,350.00)	(3,350.00)	0.00	(3,350.00)	0.00%	0.00
			0.00		0.00			0.00
946		Computer Software	0.00	0.00	10,375.00	10,375.00	No Budget	10,375.00
			0.00		0.00			0.00

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52118	Meter Department							
121		Salaries and Wages	(408,820.00) 0.00	(408,820.00)	36,915.62 0.00	(371,904.38)	9.03%	36,915.62 0.00
141		Oasi (Employer's Share)	(31,275.00) 0.00	(31,275.00)	2,670.62 0.00	(28,604.38)	8.54%	2,670.62 0.00
142		Hospital And Health Insurance	(80,637.00) 0.00	(80,637.00)	5,362.48 0.00	(75,274.52)	6.65%	5,362.48 0.00
143		Employee Retirement Plan	(24,273.00) 0.00	(24,273.00)	2,214.98 0.00	(22,058.02)	9.13%	2,214.98 0.00
147		Unemployment Insurance	(335.00) 0.00	(335.00)	1,120.70 0.00	785.70	334.54%	1,120.70 0.00
148		Employee Education And Training	(5,000.00) 0.00	(5,000.00)	0.00 0.00	(5,000.00)	0.00%	0.00 0.00
245		Telephone And Other Communication Services	(5,500.00) 0.00	(5,500.00)	333.06 0.00	(5,166.94)	6.06%	333.06 0.00
248		GPS Services	(1,600.00) 0.00	(1,600.00)	185.80 0.00	(1,414.20)	11.61%	185.80 0.00
251		Medical Services	(4,000.00) 0.00	(4,000.00)	102.25 0.00	(3,897.75)	2.56%	102.25 0.00
261		Repair And Maintenance Motor Vehicles	(10,000.00) 0.00	(10,000.00)	13.42 0.00	(9,986.58)	0.13%	13.42 0.00
290		Other Contracted Services	(3,000.00) 0.00	(3,000.00)	0.00 0.00	(3,000.00)	0.00%	0.00 0.00
311		Office Supplies	(5,000.00) 0.00	(5,000.00)	18.99 0.00	(4,981.01)	0.38%	18.99 0.00
312		Small Items Of Equipment	(10,000.00) 0.00	(10,000.00)	745.36 0.00	(9,254.64)	7.45%	745.36 0.00
326		Clothing And Uniforms	(5,000.00) 0.00	(5,000.00)	332.35 0.00	(4,667.65)	6.65%	332.35 0.00

Fund : 413		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(22,400.00)	(22,400.00)	1,848.83	(20,551.17)	8.25%	1,848.83
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Safety Supplies	0.00		0.00			0.00
353			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
		Water Purchased For Resale	0.00		0.00			0.00
390			(5,400.00)	(5,400.00)	133.95	(5,266.05)	2.48%	133.95
		Micellaneous Supplies	0.00		0.00			0.00
535			(8,000.00)	(8,000.00)	359.12	(7,640.88)	4.49%	359.12
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
941			(58,000.00)	(58,000.00)	0.00	(58,000.00)	0.00%	0.00
		Vehicles	0.00		0.00			0.00
52119		Water Line Project - Washington County						
121			0.00	0.00	20,432.62	20,432.62	No Budget	20,432.62
		Salaries and Wages	0.00		0.00			0.00
141			0.00	0.00	1,429.04	1,429.04	No Budget	1,429.04
		Oasi (Employer's Share)	0.00		0.00			0.00
142			0.00	0.00	6,038.00	6,038.00	No Budget	6,038.00
		Hospital And Health Insurance	0.00		0.00			0.00
143			0.00	0.00	1,225.96	1,225.96	No Budget	1,225.96
		Employee Retirement Plan	0.00		0.00			0.00
147			0.00	0.00	679.51	679.51	No Budget	679.51
		Unemployment Insurance	0.00		0.00			0.00
261			0.00	0.00	56.51	56.51	No Budget	56.51
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
326			0.00	0.00	606.36	606.36	No Budget	606.36
		Clothing And Uniforms	0.00		0.00			0.00

Fund : 413

Monthly Comparative: 58.33%

	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331	0.00	0.00	1,175.25	1,175.25	No Budget	1,175.25
	0.00		0.00			0.00
828	0.00	0.00	7,248.15	7,248.15	No Budget	7,248.15
	0.00		0.00			0.00
52213 Sewer Treatment And Disposal						
121	(636,567.00)	(636,567.00)	49,119.20	(587,447.80)	7.72%	49,119.20
	0.00		0.00			0.00
141	(48,697.00)	(48,697.00)	3,525.86	(45,171.14)	7.24%	3,525.86
	0.00		0.00			0.00
142	(115,424.00)	(115,424.00)	8,153.60	(107,270.40)	7.06%	8,153.60
	0.00		0.00			0.00
143	(37,795.00)	(37,795.00)	2,947.18	(34,847.82)	7.80%	2,947.18
	0.00		0.00			0.00
147	(435.00)	(435.00)	1,494.57	1,059.57	343.58%	1,494.57
	0.00		0.00			0.00
148	(5,000.00)	(5,000.00)	116.26	(4,883.74)	2.33%	116.26
	0.00		0.00			0.00
211	(150.00)	(150.00)	18.64	(131.36)	12.43%	18.64
	0.00		0.00			0.00
230	(18,000.00)	(18,000.00)	3,157.42	(14,842.58)	17.54%	3,157.42
	0.00		0.00			0.00
241	(5,000.00)	(5,000.00)	452.12	(4,547.88)	9.04%	452.12
	0.00		0.00			0.00
241	(33,500.00)	(33,500.00)	4,915.95	(28,584.05)	14.67%	4,915.95
	0.00		0.00			0.00
241	(145,000.00)	(145,000.00)	13,810.01	(131,189.99)	9.52%	13,810.01
	0.00		0.00			0.00
245	(22,000.00)	(22,000.00)	1,761.14	(20,238.86)	8.01%	1,761.14
	0.00		0.00			0.00

Telephone And Other Communication Services

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248	GPS Services		(2,700.00) 0.00	(2,700.00)	290.76 0.00	(2,409.24)	10.77%	290.76 0.00
249	GIS Mapping Services		(15,000.00) 0.00	(15,000.00)	0.00 0.00	(15,000.00)	0.00%	0.00 0.00
251	Medical Services		(4,500.00) 0.00	(4,500.00)	599.62 0.00	(3,900.38)	13.32%	599.62 0.00
259	Contract Lab Services		(16,500.00) 0.00	(16,500.00)	0.00 0.00	(16,500.00)	0.00%	0.00 0.00
261	Repair And Maintenance Motor Vehicles		(25,000.00) 0.00	(25,000.00)	1,350.25 0.00	(23,649.75)	5.40%	1,350.25 0.00
262	GENER		(10,000.00) 0.00	(10,000.00)	0.00 0.00	(10,000.00)	0.00%	0.00 0.00
262	Repair And Maintenance Equipment		(30,000.00) 0.00	(30,000.00)	2,262.75 0.00	(27,737.25)	7.54%	2,262.75 0.00
266	Repair And Maintenance Equipment		0.00	0.00	150.00	150.00	No Budget	150.00
266	Repair And Maintenance Buildings		0.00	0.00	0.00	0.00		0.00
266	PLANT		(3,000.00)	(3,000.00)	45.05	(2,954.95)	1.50%	45.05
269	Repair And Maintenance Buildings		0.00	0.00	0.00	0.00		0.00
269	Repair And Maintenance Utility Lines		(30,000.00)	(30,000.00)	7,506.47	(22,493.53)	25.02%	7,506.47
311	Office Supplies		(8,900.00)	(8,900.00)	101.97	(8,798.03)	1.15%	101.97
322	Chemical, Laboratory, And Medical Supplies		(20,000.00)	(20,000.00)	839.31	(19,160.69)	4.20%	839.31
324	Household And Janitorial Supplies		(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
326	Clothing And Uniforms		(11,000.00)	(11,000.00)	578.15	(10,421.85)	5.26%	578.15
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(30,000.00)	(30,000.00)	3,135.92	(26,864.08)	10.45%	3,135.92
			0.00	0.00	0.00	0.00		0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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			(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
		Safety Supplies	0.00		0.00			0.00
390			(5,500.00)	(5,500.00)	369.49	(5,130.51)	6.72%	369.49
		Micellaneous Supplies	0.00		0.00			0.00
471			(20,000.00)	(20,000.00)	2,221.14	(17,778.86)	11.11%	2,221.14
		Asphalt And Asphalt Filler	0.00		0.00			0.00
493			(60,000.00)	(60,000.00)	3,133.13	(56,866.87)	5.22%	3,133.13
		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			(6,500.00)	(6,500.00)	449.17	(6,050.83)	6.91%	449.17
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
568			(8,000.00)	(8,000.00)	0.00	(8,000.00)	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			(40,000.00)	(40,000.00)	1,669.61	(38,330.39)	4.17%	1,669.61
		Lift Stations Maintenance	0.00		0.00			0.00
822			(25,000.00)	(25,000.00)	3,194.79	(21,805.21)	12.78%	3,194.79
		Sludge Disposal Fees	0.00		0.00			0.00
823			(2,500.00)	(2,500.00)	180.00	(2,320.00)	7.20%	180.00
		Electrical Maintenance Service	0.00		0.00			0.00
940			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Machinery And Equipment	0.00		0.00			0.00
941			(130,000.00)	(130,000.00)	38,259.00	(91,741.00)	29.43%	38,259.00
		Vehicles	0.00		0.00			0.00

Fund : 413

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
971			(125,000.00)	(125,000.00)	0.00	(125,000.00)	0.00%	0.00
	12" Boone Street - CIPP		0.00		0.00			0.00
972			(125,000.00)	(125,000.00)	0.00	(125,000.00)	0.00%	0.00
	Depot Street - CIPP		0.00		0.00			0.00
974			(159,800.00)	(159,800.00)	0.00	(159,800.00)	0.00%	0.00
	EDA - Washington Co Industrial Park		0.00		0.00			0.00
978			(65,200.00)	(65,200.00)	0.00	(65,200.00)	0.00%	0.00
	Sewer Pump Station A		0.00		0.00			0.00
979			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Boones Creek Lift Station		0.00		0.00			0.00
52315	Shop & Maintenance							
121			(167,452.00)	(167,452.00)	11,966.26	(155,485.74)	7.15%	11,966.26
	Salaries and Wages		0.00		0.00			0.00
141			(12,810.00)	(12,810.00)	830.26	(11,979.74)	6.48%	830.26
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(39,065.00)	(39,065.00)	2,781.12	(36,283.88)	7.12%	2,781.12
	Hospital And Health Insurance		0.00		0.00			0.00
143			(9,951.00)	(9,951.00)	717.97	(9,233.03)	7.22%	717.97
	Employee Retirement Plan		0.00		0.00			0.00
147			(155.00)	(155.00)	358.98	203.98	231.60%	358.98
	Unemployment Insurance		0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(12,000.00)	(12,000.00)	803.89	(11,196.11)	6.70%	803.89
	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
245			(2,250.00)	(2,250.00)	224.45	(2,025.55)	9.98%	224.45
	Telephone And Other Communication Services		0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 January 2024

Fund : 413		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248	GPS Services		(300.00)	(300.00)	24.23	(275.77)	8.08%	24.23
			0.00		0.00			0.00
251	Medical Services		(1,000.00)	(1,000.00)	40.90	(959.10)	4.09%	40.90
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(2,560.00)	(2,560.00)	49.76	(2,510.24)	1.94%	49.76
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(2,000.00)	(2,000.00)	75.00	(1,925.00)	3.75%	75.00
			0.00		0.00			0.00
311	Office Supplies		(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(9,217.00)	(9,217.00)	0.00	(9,217.00)	0.00%	0.00
			0.00		0.00			0.00
324	Household And Janitorial Supplies		(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
			0.00		0.00			0.00
326	Clothing And Uniforms		(2,100.00)	(2,100.00)	86.84	(2,013.16)	4.14%	86.84
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(2,800.00)	(2,800.00)	123.20	(2,676.80)	4.40%	123.20
			0.00		0.00			0.00
334	Tires, Tubes And Etc.		(1,000.00)	(1,000.00)	428.72	(571.28)	42.87%	428.72
			0.00		0.00			0.00
341	Consumable Tools		(12,810.00)	(12,810.00)	0.00	(12,810.00)	0.00%	0.00
			0.00		0.00			0.00
344	Safety Supplies		(1,000.00)	(1,000.00)	309.25	(690.75)	30.93%	309.25
			0.00		0.00			0.00
345	Welding Supplies		(500.00)	(500.00)	325.00	(175.00)	65.00%	325.00
			0.00		0.00			0.00
346	Wash Bay Maintenance and Supplies		(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 413		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	170.00	(830.00)	17.00%	170.00
535		Equipment Leases & Maint Contracts	(3,000.00)	(3,000.00)	248.11	(2,751.89)	8.27%	248.11
Total For Fund: 413			(10,561,640.00)	(10,561,640.00)	599,396.90	(9,962,243.10)	5.68%	599,396.90
			0.00		0.00			0.00

Fund : 619		Monthly Comparative:		58.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42129 Drug Investigation And Control								
280			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
308			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Undercover Cash (Drug Fund)	0.00		0.00			0.00
309			(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
519			(2,025.00)	(2,025.00)	0.00	(2,025.00)	0.00%	0.00
		Other Liability Insurance	0.00		0.00			0.00
599			(475.00)	(475.00)	0.00	(475.00)	0.00%	0.00
		Sundry	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

July - December
Old Software

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
30000	* GENERAL FUND REVENUE *					
3110	PROPERTY TAXES - CURRENT	2,685,962.00	.00	1,111,524.00	1,578,438.00	58.67
3111	PUBLIC UTILITY TAX - CURRENT	36,000.00	.00	2,173.00	33,827.00	93.96
3130	PROP. TAXES-INT. PENALTY	15,000.00	.00	7,078.97	7,921.03	52.80
3141	IN LIEU OF POWER BOARD TAX	60,000.00	.00	.00	60,000.00	100.00
3142	IN LIEU OF TVA TAX	70,000.00	.00	17,953.70	52,046.30	74.35
3143	IN LIEU OF PROPERTY TAX	260,000.00	.00	86,666.67	173,333.33	66.66
3144	TVA IMPACT PAYMENT	28,000.00	.00	21,546.99	6,453.01	23.04
3150	LOCAL SALES TAX	2,800,000.00	.00	1,450,760.89	1,349,239.11	48.18
3160	WHOLESALE BEER TAX	230,000.00	.00	120,843.07	109,156.93	47.45
3161	ALCOHOLIC BEV. FEES/APPLICATIONS	15,000.00	.00	1,600.00	13,400.00	89.33
3162	WHOLESALE LIQUOR TAX	140,000.00	.00	62,231.92	77,768.08	55.54
3170	BUSINESS TAXES	170,000.00	.00	11,908.44	158,091.56	92.99
3180	HOTEL - MOTEL TAX	75,000.00	.00	32,150.21	42,849.79	57.13
3190	CORPORATE EXCISE TAX	30,000.00	.00	.00	30,000.00	100.00
3191	CABLE FRANCHISE FEE	92,000.00	.00	863.73	91,136.27	99.06
3210	BUILDING PERMITS	180,000.00	.00	81,501.17	98,498.83	54.72
3212	REZONING/PLAN REVIEW/VARIANCE FEE	2,000.00	.00	1,400.00	600.00	30.00
3214	STORMWATER FEES	3,000.00	.00	.00	3,000.00	100.00
3330	SC-TITLE IIIB TRANSPORTATION	6,000.00	.00	5,000.00	1,000.00	16.66
3335	SC - VOLUNTEER TRANSPORTATION PRO	6,000.00	.00	.00	6,000.00	100.00
3340	SC-SERVICE COORDINATION FUNDS	46,960.00	.00	19,707.00	27,253.00	58.03
3350	SEN. CITIZEN-COUNTY REVENUE	50,000.00	.00	22,500.00	27,500.00	55.00
3360	SEN. CITIZEN - STATE REVENUE	14,000.00	.00	5,440.00	8,560.00	61.14
3367	SC - UNITED WAY FUNDING	.00	.00	2,500.00	2,500.00	100.00
3370	SC-HEALTH PROMO & CLASS REVENUE	40,000.00	.00	26,438.00	13,562.00	33.90
3375	SENIOR CENTER - RENTAL REVENUE	600.00	.00	620.00	20.00	3.33
3376	SENIOR CENTER - MEMBERSHIP DUES	25,000.00	.00	9,250.51	15,749.49	62.99
3377	SENIOR CENTER -NY RIDE FEES	5,500.00	.00	4,295.00	1,205.00	21.90
3410	STATE SALES TAX	700,000.00	.00	346,326.34	353,673.66	50.52
3420	STATE BEER TAX	2,700.00	.00	.00	2,700.00	100.00
3430	STATE MIXED DRINK TAX	10,000.00	.00	8,063.42	1,936.58	19.36
3435	STATE TELECOMMUNICATION TAX	6,500.00	.00	2,777.89	3,722.11	57.26
3440	STATE INCOME TAX	10,000.00	.00	376.40	9,623.60	96.23
3445	STATE LOCAL OCCUPANCY TAX	8,000.00	.00	5,744.35	2,255.65	28.19
3450	STATE CITY STREET	10,500.00	.00	5,367.74	5,132.26	48.87
3455	STATE SPORTSBETTING	6,000.00	.00	4,380.02	1,619.98	26.99
3460	STATE MAINTENANCE REIMBURSEMENT	40,000.00	.00	6,072.67	33,927.33	84.81
3470	STATE STREET AID REVENUES	240,000.00	.00	105,590.38	134,409.62	56.00
3490	PEP SAFETY GRANT-EMPLOYEE WELFARES	2,000.00	.00	.00	2,000.00	100.00
3492	PEP DRIVER SAFETY GRANT	4,000.00	.00	.00	4,000.00	100.00
3493	TREE & TOWNSCAPE SPEC. PROJ. REVENU	.00	.00	15.95	15.95	100.00
3494	PEP - PROPERTY GRANT PROGRAM	5,000.00	.00	.00	5,000.00	100.00
3511	WASHINGTON COUNTY FIRE FUNDS	135,000.00	.00	67,500.00	67,500.00	50.00
3612	WASH. CNTY- SPECIAL APPRO.-FIRE FUND	.00	.00	1,358.26	1,358.26	100.00
3615	SCHOOL PROJECT MANAGEMENT FEES	30,000.00	.00	.00	30,000.00	100.00
3630	VISITOR CENTER - AUDITORIUM RENT	12,000.00	.00	7,662.05	4,337.95	36.14
3650	VISITOR CENTER GIFT SHOP	55,000.00	.00	33,587.35	21,412.65	38.93

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
3651	VISITOR CENTER MISCELLANEOUS	1,000.00	.00	3,308.05	2,308.05	230.80-
3653	VISITOR CENTER - SPECIAL PROGRAM	12,500.00	.00	8,866.60	3,633.40	29.06
3659	GAZEBO RENTAL	350.00	.00	.00	350.00	100.00
3660	RECREATION EVENTS/SPECIAL PROGRAM	7,500.00	.00	2,528.11	4,971.89	66.29
3661	STATE OF TN TOURISM GRANT	30,000.00	.00	.00	30,000.00	100.00
3663	MUSIC ON THE SQUARE REVENUES	36,000.00	.00	12,369.83	23,630.17	65.63
3664	RECREATION RESERVE REVENUES	1,000.00	.00	.00	1,000.00	100.00
3665	M.MARTIN FUNDS-PROGRAM DEVELOPMEN	50,000.00	.00	.00	50,000.00	100.00
3667	REPERTORY THEATRE/JPAC	57,000.00	.00	11,045.78	45,954.22	80.62
3669	JRT PLAYERS EDUCATION PROGRAM	50,000.00	.00	27,830.90	22,169.10	44.33
3671	STORY TOWN RADIO SHOW REVENUE	17,500.00	.00	20,874.35	3,374.35	19.28-
3672	JRT DON SCHIBS SCHOLARSHIP PROGRA	3,000.00	.00	375.00	2,625.00	87.50
3673	MAIN STREET USA REVENUES	2,500.00	.00	384.93	2,115.07	84.60
3674	MAIN ST.BREWS & TUNES REVENUES	12,000.00	.00	9,961.40	2,038.60	16.98
3675	MAIN ST.JONESBOROUGH DAYS REVENUE	31,900.00	.00	6,302.99	25,597.01	80.24
3680	WETLANDS-SEASON PASSES	40,000.00	.00	839.33	39,160.67	97.90
3681	WETLANDS-FACILITY RENTAL	35,000.00	.00	21,190.00	13,810.00	39.45
3682	WETLANDS-DAILY ADMISSIONS	290,000.00	.00	191,331.71	98,668.29	34.02
3684	WETLANDS-MERCHANDISE SALES	90,000.00	.00	56,745.40	33,254.60	36.94
3685	WETLANDS-TUBE RENTALS	3,500.00	.00	.00	3,500.00	100.00
3688	WETLANDS-SNOWBALL SALES	9,000.00	.00	8,577.25	422.75	4.69
3689	WETLANDS-SWIM LESSONS/CPR TRAININ	3,000.00	.00	1,787.44	1,212.56	40.41
3710	POLICE FINES	160,000.00	.00	77,471.00	82,529.00	51.58
3711	POLICE FINES - CAMERAS	50,000.00	.00	24,042.00	25,958.00	51.91
3712	GENERAL SESSIONS COURT FINES	3,500.00	.00	4,621.98	1,121.98	32.05-
3713	LITIGATION TAX	17,500.00	.00	9,478.27	8,021.73	45.83
3714	DEFENSIVE DRIVING SCHOOL REVENUE	20,000.00	.00	8,100.00	11,900.00	59.50
3715	POLICE - VEHICLE TOWING FEES	.00	.00	250.00	250.00	100.00-
3716	SHOP WITH COP PROGRAM	25,000.00	.00	31,461.27	6,461.27	25.84-
3717	DRIVING SCHOOL TECH FEES.	2,250.00	.00	900.00	1,350.00	60.00
3718	PS ELECTRONIC CITATION FEE RRSERV	3,500.00	.00	1,672.00	1,828.00	52.22
3719	HANDGUN PERMIT CLASS FEES	22,400.00	.00	.00	22,400.00	100.00
3720	TN HIGHWAY SAFETY GRANT	93,801.00	.00	672.00	93,129.00	99.28
3721	DOJ BULLET PROOF VESTS GRANT	8,500.00	.00	.00	8,500.00	100.00
3722	DOJ COPS GRANT	60,000.00	.00	.00	60,000.00	100.00
3724	TN HWY SAFETY GRANT	5,000.00	.00	.00	5,000.00	100.00
3725	CLERK ELECTRONIC CITATION FEE RES	1,000.00	.00	418.00	582.00	58.20
3726	JONESBOROUGH COPS FOR KIDS	2,500.00	.00	.00	2,500.00	100.00
3727	PAWS IN BLUE CANINE REVENUE CONT.	.00	.00	1,400.00	1,400.00	100.00-
3770	MCKINNEY CENTER - RENTAL FEES	12,000.00	.00	7,747.50	4,252.50	35.43
3771	MEM PROG.-DONATIONS	.00	.00	736.28	736.28	100.00-
3772	MARY MARTIN-EDUCATION FEES	75,000.00	.00	33,762.95	41,237.05	54.98
3774	MCKINNEY SCHOLARSHIP FUND REVENUE	5,000.00	.00	475.00	4,525.00	90.50
3775	MCKINNEY CENTER MEMBERSHIP REVENU	2,500.00	.00	680.97	1,819.03	72.76
3778	TAC GRANT-STORY TOWN RADIO SHOW	8,880.00	.00	3,552.00	5,328.00	60.00
3785	E-TN FOUNDATION-HOPE IN ACTION GRAN	.00	.00	2,304.00	2,304.00	100.00-
3786	TAC GRANT COMM.PLAY CREATIVE PLAC	2,500.00	.00	.00	2,500.00	100.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3810	INTEREST EARNED	7,500.00	.00	23,206.28	15,706.28	209.41-
3822	POST OFFICE RENT	77,098.00	.00	29,335.96	47,762.04	61.94
3823	LEASE REVENUE	10,520.00	.00	36,875.04	26,355.04	250.53-
3824	SCHOOL LEASE - WASHINGTON COUNTY	.00	.00	270,150.00	270,150.00	100.00-
3844	MISCELLANEOUS REVENUE	.00	.00	2,074,704.98	2,074,704.98	100.00-
3850	AUCTION PROCEEDS - SURPLUS EQUIP.	15,000.00	.00	15,675.00	675.00-	4.50-
3955	IN LIEU SIDEWALK PAYMENT RESERVE	20,000.00	.00	3,680.00	16,320.00	81.60
3863	SENIOR CENTER-SPECIAL PROJECTS RE	55,000.00	.00	21,770.20	33,229.80	60.41
3974	KEEP JONES BEAUTIFUL REVENUE	.00	.00	48.00	48.00-	100.00-
3975	FLAG REPLACEMENT REVENUE	200.00	.00	2,161.00	2,161.00-	80.50-
3976	CHUCKEY DEPOT MUSEUM REVENUE	3,000.00	.00	3,505.21	505.21-	16.84-
3979	WASH. CO. CONT. FOR K-8 MAINT.	291,900.00	.00	.00	291,900.00	100.00-
3981	BOND PROCEEDS - USDA JACKSON THEA	.00	.00	2,832,100.00	2,832,100.00-	100.00-
3982	PROCEEDS - 2023 CAPITAL OUTLAY NO	1,000,000.00	.00	1,000,000.00	.00	.00
3993	PROCEEDS-INTERIM LOAN-JACKSON THI	875,000.00	.00	348,279.64	526,720.36	60.19
3810	LEASE INTEREST	11,152.00	.00	.00	11,152.00	100.00-
3810	--SUB TOTAL--	11,152.00	.00	.00	11,152.00	100.00-
3867	JRT USC SHOW	.00	.00	9,908.22	9,908.22-	100.00-
3867	--SUB TOTAL--	.00	.00	9,908.22	9,908.22-	100.00-
3867	JRT PETER PAN	.00	.00	617.88	617.88	100.00-
3867	--SUB TOTAL--	.00	.00	617.88	617.88	100.00-
3867	JRT DEARLY BELOVED	.00	.00	4,697.93	4,697.93-	100.00-
3867	--SUB TOTAL--	.00	.00	4,697.93	4,697.93-	100.00-
3867	JRT IT'S A WONDERFUL LIFE RADIO P	.00	.00	13,017.03	13,017.03-	100.00-
3867	--SUB TOTAL--	.00	.00	13,017.03	13,017.03-	100.00-
3867	JRT THE PLAY THAT GOES WRONG	.00	.00	2,495.38	2,495.38	100.00-
3867	--SUB TOTAL--	.00	.00	2,495.38	2,495.38	100.00-
3867	BEAUTIFUL	.00	.00	579.62	579.62-	100.00-
3867	--SUB TOTAL--	.00	.00	579.62	579.62-	100.00-
3867	MUSIC MAN	.00	.00	16,744.58	16,744.58-	100.00-
3867	--SUB TOTAL--	.00	.00	16,744.58	16,744.58-	100.00-
3867	CRAZY FOR YOU	.00	.00	11,765.77	11,765.77-	100.00-
3867	--SUB TOTAL--	.00	.00	11,765.77	11,765.77-	100.00-
3867	JRT - INTO THE WOODS	.00	.00	2,032.18	2,032.18	100.00-
3867	--SUB TOTAL--	.00	.00	2,032.18	2,032.18	100.00-
3867	JRT - ANASTASIA	.00	.00	6,418.34	6,418.34	100.00-
3867	--SUB TOTAL--	.00	.00	6,418.34	6,418.34	100.00-
3867	USA CHRISTMAS	.00	.00	22,434.36	22,434.36-	100.00-
3867	--SUB TOTAL--	.00	.00	22,434.36	22,434.36-	100.00-
3867	JRT CONCESSIONS	.00	.00	1,749.08	1,749.08-	100.00-
3867	--SUB TOTAL--	.00	.00	1,749.08	1,749.08-	100.00-
3867	JRT DUE FROM JRT CHECKING	.00	.00	23,258.96	23,258.96	100.00-
3867	--SUB TOTAL--	.00	.00	23,258.96	23,258.96	100.00-
	* GENERAL FUND REVENUE *	12,100,173.00	.00	10,997,998.54	1,102,174.46	9.10
	---FUND TOTAL---	12,100,173.00	.00	10,997,998.54	1,102,174.46	9.10

2/09/2024 *0160D*
 FUND #-011 REVENUE DRUG FUND

TOWN OF JONESTBOROUGH
 REVENUE SUMMARY
 7/01/2023 - 12/31/2023

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 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3000	* DRUG FUND REVENUE *					
3710	DRUG FINES	3,000.00	.00	455.50	2,544.50	84.81
3715	PROPERTY FOREFEITURES	3,000.00	.00	.00	3,000.00	100.00
3720	AUCTION PROCEEDS	3,500.00	.00	6,177.00	2,677.00	76.48
	* DRUG FUND REVENUE *	9,500.00	.00	6,632.50	2,867.50	30.18
	---	9,500.00	.00	6,632.50	2,867.50	30.18

---FUND TOTAL---

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
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30000	* SOLID WASTE REVENUE *					
3700	CUSTOMER CHARGE	780,438.00	.00	405,043.33	375,394.67	48.10
3705	SERVICE CHARGE	16,000.00	.00	7,100.00	8,900.00	55.62
3708	BRUSH/TIRE DISPOSAL FEES	50.00	.00	.00	50.00	100.00
3710	COMPOST/MULCH SALES	20,000.00	.00	4,158.75	15,841.25	79.20
3715	RECYCLED MATERIAL SALES	18,500.00	.00	3,563.29	14,936.71	80.73
3844	MISCELLANEOUS SANITATION REVENUE	.00	.00	3,653.24	3,653.24	100.00
3945	TOTE CART/PUMPER PURCHASE	500.00	.00	224.00	276.00	55.20
3970	TRUCK RENTALS	4,000.00	.00	750.00	3,250.00	81.25
3975	BAGSTER BAG SALES	300.00	.00	928.50	628.50	209.50
4910	INSURANCE RECOVERY	.00	.00	1,000.00	1,000.00	100.00
	* SOLID WASTE REVENUE *	839,788.00	.00	426,421.11	413,366.89	49.22

	FUND TOTAL	839,788.00	.00	426,421.11	413,366.89	49.22

2/09/2024
 FUND #-016

GL069D
 HEALTH REIMBURSEMENT REVENUES

TOWN OF JONESBOROUGH
 REVENUE SUMMARY
 7/01/2023 - 12/31/2023

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 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	V-T-D AMOUNT	BALANCE	REMAIN.
30000	**HEALTH REIMBURSEMENT REVENUES**					
3110	HEA CONTRIBUTIONS - GENERAL FUND	.00	.00	16,380.00	16,380.00-	100.00-
3115	HEA CONTRIBUTIONS - SW FUND	.00	.00	4,500.00	4,500.00-	100.00-
3120	HEA CONTRIBUTIONS - WAT/SEWER FUN	.00	.00	13,860.00	13,860.00-	100.00-
	HEALTH REIMBURSEMENT REVENUES	.00	.00	34,740.00	34,740.00-	100.00-
	---	.00	.00	34,740.00	34,740.00-	100.00-
	---FUND TOTAL---					

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
30000	* WATER/SEWER FUND REVENUE *					
3810	INTEREST EARNED	5,000.00	.00	5,389.33	359.33-	7.18-
3910	WATER SALES	7,024,541.00	.00	3,370,366.48	3,654,174.52	52.02
3920	SEWER SALES	1,828,000.00	.00	872,717.10	955,282.90	52.25
3940	MISCELLANEOUS	.00	.00	27,041.59	27,041.59-	100.00-
3945	DISCONNECT FEES	12,500.00	.00	19,829.10	7,329.10-	58.63-
3950	SERVICE CHARGES	55,000.00	.00	24,450.00	30,550.00	55.54
3951	WATER TAP FEES	375,000.00	.00	200,850.01	174,149.99	46.43
3952	SEWER TAP FEES	225,000.00	.00	34,167.79	190,832.21	84.81
3954	SEWER TAP INSPECTION FEES	2,500.00	.00	1,525.00	975.00	39.00
3955	SEWER INDUSTRIAL USER PERMIT FEES	7,500.00	.00	.00	7,500.00	100.00
3960	WATER LINE EXTENSION FEES	100,000.00	.00	.00	100,000.00	100.00
3976	2021 EDA INDUST PARK GRANT REV	260,000.00	.00	.00	260,000.00	100.00
3980	COLLECTION ON DELINQUENT ACCOUNTS	.00	.00	135.29	135.29-	100.00-
3986	SALE OF PROPERTY	10,000.00	.00	3,764.65	6,235.35	62.35
3992	CAP. CONTR.--WASH.CNTY-WL PROJ.	.00	.00	987,850.33	987,850.33-	100.00-
3995	TN DIRECT LOCAL ARPA FUNDS	347,450.00	.00	100,192.00	247,258.00	71.16
3951	WATER TAP DISCOUNTED COST CNTY LI	.00	.00	29,350.00	29,350.00-	100.00-
	--SUB TOTAL--	.00	.00	29,350.00	29,350.00-	100.00-
	* WATER/SEWER FUND REVENUE *	10,252,491.00	.00	5,677,598.57	4,574,892.33	44.62
	--- <td>10,252,491.00</td> <td>.00</td> <td>5,677,598.57</td> <td>4,574,892.33</td> <td>44.62</td>	10,252,491.00	.00	5,677,598.57	4,574,892.33	44.62

2/09/2024

GL060D

FUND # -050 **K-8 CAPITAL PROJ.FUND REVENUE**

TOWN OF JONESBOROUGH

REVENUE SUMMARY

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- DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
30000	**K-8 CAPITAL PROJ.FUND REVENUE**					
3100	CAP.CONTRIBUTIONS-WASH.COUNTY	.00	.00	300,000.00	300,000.00-	100.00-
3300	K-8 DEBT PROCEEDS-PHASE III-INTER	.00	.00	4,557,322.83	4,557,322.83-	100.00-
3400	RAM Extension Proceeds	.00	.00	396,223.98	396,223.98-	100.00-
3500	BOND PROCEEDS-USDA-RDA	.00	.00	33,750,000.00	33,750,000.00-	100.00-
3600	STATE OF TN GRANT - LPRF	.00	.00	1,065,222.99	1,065,222.99-	100.00-
	K-8 CAPITAL PROJ.FUND REVENUE	.00	.00	40,068,769.80	40,068,769.80-	100.00-
	---FUND TOTAL---	.00	.00	40,068,769.80	40,068,769.80-	100.00-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
11000	* GENERAL ADMINISTRATION *						
4100	SALARIES & WAGES	624,262.00	.00	284,089.51	.00	340,172.49	54.49
4210	PAYROLL TAXES (FICA)	47,756.00	.00	20,700.33	.00	27,055.67	56.65
4211	RETIREMENT	33,633.00	.00	13,633.00	.00	19,990.46	58.54
4212	EMPLOYEE INSURANCE	86,182.00	.00	35,922.93	.00	50,259.07	58.31
4214	UNEMPLOYMENT TAX (SUTA)	450.00	.00	24.32	.00	425.68	94.59
4310	OFFICE SUPPLIES	6,000.00	.00	2,766.46	.00	3,233.54	53.89
4311	STATIONERY/FORMS	2,000.00	.00	578.60	.00	1,421.40	71.07
4312	EQUIP.LEASES & MAINT.CONTRACTS	44,700.00	.00	17,434.85	.00	27,265.15	60.99
4313	COMPUTER CONSULTANTS/UPGRADES	67,095.00	.00	17,676.77	.00	49,418.23	73.65
4314	SMALL EQUIP.& FURNISHINGS	4,500.00	.00	1,879.51	.00	2,620.49	58.23
4323	FOOD	15,500.00	.00	9,914.04	8,482.00	2,896.04-	18.68-
4324	JANITORIAL/CLEANING	4,200.00	.00	858.58	.00	3,341.42	79.55
4326	UNIFORMS/SAFETY SHOES	1,800.00	.00	1,486.30	178.88-	492.58	27.36
4328	POSTAGE	4,000.00	.00	1,229.22	.00	2,770.78	69.26
4330	BANK/CREDIT CARD FEES	3,000.00	.00	1,934.34	.00	1,065.66	35.52
4340	MISCELLANEOUS SUPPLIES	4,500.00	.00	2,849.19	.00	1,650.81	36.68
4355	MEDICAL	2,600.00	.00	1,130.25	.00	1,469.75	56.52
4410	BUILDING MAINTENANCE	8,000.00	.00	20,754.74	.00	12,754.74-	159.43-
4415	BUILDING MAINTENANCE - ISC BLDG.	4,000.00	.00	.00	.00	4,000.00	100.00
4420	EQUIPMENT REPAIRS	250.00	.00	.00	.00	250.00	100.00
4510	ELECTRIC/GAS	14,500.00	.00	4,844.25	.00	9,655.75	66.59
4520	WATER	1,500.00	.00	563.55	.00	936.35	62.42
4550	PHONES/INTERNET	12,500.00	.00	3,955.24	.00	8,544.76	68.35
4601	GENERAL ENGINEERING	35,000.00	.00	16,087.50	.00	18,912.50	54.03
4615	WEBSITE MAINTENANCE	5,500.00	.00	250.00	.00	5,250.00	95.45
4651	AUDIT/ACCOUNTING	25,400.00	.00	.00	.00	25,400.00	100.00
4652	LEGAL FEES/LEGAL ADS	60,000.00	.00	42,603.72	.00	17,396.28	28.99
4656	MUNICIPAL JUDGE SUPPLIES	2,352.00	.00	.00	.00	2,352.00	100.00
4657	MUNICIPAL JUDGE	11,200.00	.00	4,900.00	.00	6,300.00	56.25
4658	ANIMAL CONTROL	2,500.00	.00	95.14	.00	2,404.86	96.19
4659	USDA WILDLIFE MANAGEMENT	3,100.00	.00	.00	.00	3,100.00	100.00
4660	RESIDENT INFORMATION	6,500.00	.00	1,750.00	.00	4,750.00	73.07
4710	GASOLINE/OIL	6,500.00	.00	618.09	.00	5,881.91	90.49
4720	TYRES	700.00	.00	.00	.00	700.00	100.00
4730	VEHICLE REPAIRS/MAINT.	3,000.00	.00	1,232.68	.00	1,767.32	58.91
4735	GPS - TELEMATICS	500.00	.00	622.04	.00	122.04-	24.40-
4740	TRAVEL/TRAINING/CAR ALLOWANCE	6,000.00	.00	250.00-	.00	6,250.00	104.16
4813	PROPERTY/LIABILITY INSURANCE	152,500.00	.00	114,772.76	.00	37,727.24	24.73
4814	WORKER'S COMP INSURANCE	73,410.00	.00	.00	.00	73,410.00	100.00
4815	TAX RELIEF PROGRAM	15,000.00	.00	5,483.00	.00	9,517.00	63.44
4906	VETERAN'S MEMORIAL EXPENSE	2,500.00	.00	822.34	.00	1,677.66	67.10
4910	DUES/SUBSCRIPTIONS/PERMITS	1,000.00	.00	1,583.42	.00	563.42-	58.34-
4911	MTAS/TML FEES	3,500.00	.00	3,247.00	.00	253.00	7.22
4913	LIBRARY APPROPRIATION	13,500.00	.00	.00	.00	13,500.00	100.00
4915	NE TN TOURISM APPROPRIATION	2,000.00	.00	2,000.00	.00	.00	.00
4916	MC MUSEUM/HERITAGE ALLIANCE APPRO	50,000.00	.00	25,000.02	.00	24,999.98	49.99
4917	BUILDING INSPECTION	4,500.00	.00	853.20	.00	3,646.80	81.04

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN.
4918	DIRTY STREET FIGHTERS	7,000.00	.00	3,614.38	.00	3,385.62	48.36
4920	F.T.D.D. APPROPRIATION	1,650.00	.00	1,649.00	.00	1.00	.06
4921	F.T.H.R.A. APPRO.	7,301.00	.00	.00	.00	7,301.00	100.00
4922	WC E.M.S. APPROPRIATION	50,000.00	.00	.00	.00	50,000.00	100.00
4924	WASHINGTON COUNTY BCON DEV COUNCI	7,000.00	.00	.00	.00	7,000.00	100.00
4925	HISTORIC ZONING COMM TRAINING	500.00	.00	.00	.00	500.00	100.00
4926	VET.PARK APPROPRIATION	.00	.00	250.00	.00	250.00	100.00
4930	JACKSON CONTRACTED SERVICES	25,000.00	.00	.00	.00	25,000.00	100.00
4935	MAIN STREET JONES PROGRAM EXP.	.00	.00	2,411.05	.00	2,411.05	100.00
4937	MAIN ST.-JONESBOROUGH DAYS	.00	.00	1,620.59	.00	1,620.59	100.00
5654	2023 RDA K-8 \$4M - PRINCIPAL	.00	.00	8,436.16	.00	8,436.16	100.00
5654	2023 RDA K-8 \$4M - INTEREST	.00	.00	7,643.84	.00	7,643.84	100.00
5655	2023 RDA K-8 \$9.85M - PRINCIPAL	.00	.00	20,774.05	.00	20,774.05	100.00
5656	2023 RDA K-8 \$9.85M - INTEREST	.00	.00	18,822.95	.00	18,822.95	100.00
5657	2023 RDA K-8 \$9.9M - PRINCIPAL	.00	.00	20,879.51	.00	20,879.51	100.00
5658	2023 RDA K-8 \$9.9M - INTEREST	.00	.00	18,918.49	.00	18,918.49	100.00
5659	2023 RDA K-8 \$3M - PRINCIPAL	.00	.00	13,117.19	.00	13,117.19	100.00
5660	2023 RDA K-8 \$3M - INTEREST	.00	.00	10,642.81	.00	10,642.81	100.00
5661	2023 RDA K-8 \$7M - PRINCIPAL	.00	.00	15,086.44	.00	15,086.44	100.00
5662	2023 RDA K-8 \$7M - INTEREST	.00	.00	12,633.56	.00	12,633.56	100.00
5663	PRINCIPAL 2023 CAPITAL OUTLAY NOT	.00	.00	17,087.75	.00	17,087.75	100.00
5664	INTEREST - 2023 \$1M CON	35,000.00	.00	8,166.52	.00	26,833.48	76.66
5665	2023 RDA JACKSON \$2,832.1-PRINCIP	.00	.00	7,138.76	.00	7,138.76	100.00
5666	2023 RDA JACKSON \$2,832.1M INTERE	37,250.00	.00	10,817.94	.00	26,432.76	70.96
5667	INTEREST-JACKSON BANS	50,000.00	.00	9,191.96	.00	40,808.04	81.61
5668	PRINCIPAL - JACKSON BAN 1ST HORIZ	.00	.00	2,204,998.43	.00	2,204,998.43	100.00
5670	PRIN.-2020 RD COMM.FACILITY LOAN	60,005.00	.00	29,786.88	.00	30,218.12	50.35
5671	INT.-2020 RD COMM.FACILITY LOAN	89,420.00	.00	44,925.12	.00	44,494.88	49.75
5677	PRIN.-2020 TN MUNI BOND FUND CON	121,000.00	.00	121,000.00	.00	.00	.00
5678	INT.-2020 TN MUNI BOND FUND CON	15,662.00	.00	8,502.60	.00	7,159.40	45.71
5960	PENALTIES FOR LATE FILING	.00	.00	66.34	.00	66.34	100.00
6145	DEBT ISSUANCE COSTS	2,000.00	.00	9,500.00	.00	7,500.00	375.00
6155	FACADE RENOVATION GRANT	10,000.00	.00	.00	.00	10,000.00	100.00
6175	VARIOUS PUBLIC WORKS PROJECTS	285,000.00	.00	.00	6,776.22	278,223.78	97.62
6180	OTHER CAPITAL PROJECTS	149,742.00	.00	102,422.84	.00	47,319.16	31.60
	* GENERAL ADMINISTRATION *	2,432,620.00	.00	3,396,310.99	15,079.34	978,770.33	40.23

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
12000	* POLICE DEPARTMENT *						
4100	SALARIES & WAGES	1,223,770.00	.00	637,974.22	.00	585,795.78	47.86
4210	PAYROLL TAXES (FICA)	93,618.00	.00	45,404.70	.00	48,213.30	51.50
4211	RETIREMENT	71,811.00	.00	36,237.71	.00	35,573.29	49.53
4212	EMPLOYEE INSURANCE	225,889.00	.00	136,805.10	.00	89,083.90	39.43
4214	UNEMPLOYMENT TAX (SUTA)	850.00	.00	44.94	.00	805.96	94.81
4310	OFFICE SUPPLIES	3,000.00	.00	2,045.20	.00	954.80	31.82
4311	STATIONERY/FORMS	1,200.00	.00	583.25	.00	616.75	51.39
4312	EQUIP LEASES & MAINT CONTRACTS	18,275.00	.00	15,280.10	1,311.00	1,683.90	9.21
4313	SMALL EQUIP-TN LOCAL APPROPRIATIO	.00	.00	43.16	.00	43.16	100.00
4314	SMALL EQUIP. & FURNISHINGS	7,000.00	.00	4,380.44	700.00	1,919.56	27.42
4315	AMMUNITION	7,000.00	.00	5,513.66	.00	1,486.34	21.23
4326	UNIFORMS/CLOTHING	20,000.00	.00	10,296.10	4,064.97	5,638.93	28.19
4328	POSTAGE	2,500.00	.00	700.14	.00	1,799.86	71.99
4340	MISCELLANEOUS SUPPLIES	5,000.00	.00	1,320.35	.00	3,679.65	73.59
4350	SAFETY	1,000.00	.00	.00	.00	1,000.00	100.00
4355	MEDICAL	11,500.00	.00	4,398.22	.00	7,101.78	61.75
4420	EQUIPMENT REPAIRS	1,000.00	.00	219.98	.00	780.02	78.00
4500	LITIGATION EXPENSE	10,000.00	.00	3,000.00	1,596.78	5,403.22	54.03
4505	PS ELECTR.CITATION RESERVE EXP.	5,000.00	.00	.00	.00	5,000.00	100.00
4507	CLERK ELECTR.CITATION RESERVE EXP	1,500.00	.00	.00	.00	1,500.00	100.00
4510	MAINTENANCE EXPENSE-RADIO TOWER	1,000.00	.00	395.14	.00	604.86	60.48
4515	HANDGUN PERMIT CLASS EXPENSE	1,000.00	.00	.00	.00	1,000.00	100.00
4520	DRIVING SCHOOL TECH FUND EXPENSES	2,000.00	.00	.00	.00	2,000.00	100.00
4550	TELEPHONE/RADIOS/INTERNET	15,500.00	.00	5,546.88	.00	9,953.12	64.21
4630	TRAINING	16,000.00	.00	23,296.60	7,355.00	14,651.60	91.57
4640	RESERVE OFFICER PROGRAM	5,000.00	.00	.00	.00	5,000.00	100.00
4710	GASOLINE/OIL	60,000.00	.00	22,970.04	.00	37,029.96	61.71
4720	TIRES	8,000.00	.00	9,756.35	.00	1,756.35	21.95
4725	REPAIR & MAINT.-SURPLUS VEH.& EQU	5,000.00	.00	3,595.56	.00	1,404.44	28.08
4730	VEHICLE REPAIRS/MAINT.	18,000.00	.00	14,501.04	.00	3,498.96	19.43
4735	GFS - TELEMATICS	5,250.00	.00	2,907.70	.00	2,342.30	44.61
4740	TRAVEL	5,000.00	.00	2,374.24	.00	2,625.76	52.51
4745	TRAVEL/TRANSPORT-SURPLUS VEH.&EQU	5,000.00	.00	.00	.00	5,000.00	100.00
4850	STATE POLICE FINES	25,000.00	.00	6,263.33	.00	18,736.67	74.94
4900	OTHER CONTRACTED SERVICES	39,739.00	.00	31,789.25	1,500.00	6,449.75	16.23
4910	DUES/SUBSCRIPTIONS/MEMBERSHIPS	2,000.00	.00	1,554.78	.00	445.22	22.26
4933	PUBLIC EDUCATION/DRIVING SCHOOL	3,000.00	.00	1,512.13	.00	1,487.87	49.59
4936	PAWS IN BLUE CANINE EXPENSES	.00	.00	.00	.00	7,510.61	100.00
4937	SHOP WITH A COP PROGRAM	25,000.00	.00	7,510.61	.00	2,753.42	11.01
4938	JONSBOROUGH COPS FOR KIDS	2,500.00	.00	22,246.58	.00	2,500.00	100.00
4955	DOG BULLET PROOF VESTS GRANT	8,500.00	.00	.00	.00	8,500.00	100.00
4962	TN HIGHWAY SAFETY GRANT EXPENSES	5,000.00	.00	.00	.00	5,000.00	100.00
4966	VEHICLE AND EQUIPMENT	43,000.00	.00	43,000.00	7,312.40	7,312.40	17.00
5532	PRINCIPAL-2021 PS VEHICLE LEASE	119,000.00	.00	119,000.00	.00	.00	.00
5534	INTEREST-2021 PS VEHICLE LEASE	5,129.00	.00	3,067.35	.00	2,061.65	40.19
5705	2021 CAP. OUTLAY-POLICE VEHICLES	.00	.00	20,117.60	.00	20,117.60	100.00
5720	CAP. OUTLAY-PS TRAINING FACILITY	.00	.00	339.09	.00	339.09	100.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
5960	PENALTIES FOR LATE FILING	2,134,531.00	.00	184.59	.00	184.59	100.00
	* POLICE DEPARTMENT *		.00	1,245,497.05	23,840.15	865,193.80	40.53

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
12200	* FIRE DEPARTMENT *						
4100	SALARIES & WAGES	432,579.00	.00	233,713.19	.00	198,865.81	45.97
4210	PAYROLL TAXES (FICA)	33,092.00	.00	16,695.08	.00	16,406.92	49.57
4211	RETIREMENT	25,343.00	.00	13,343.81	.00	12,002.19	47.35
4212	EMPLOYEE INSURANCE	70,888.00	.00	41,358.23	.00	29,529.77	41.65
4214	UNEMPLOYMENT TAX (SUTA)	340.00	.00	.89	.00	339.11	99.73
4310	OFFICE SUPPLIES	1,000.00	.00	403.64	.00	596.36	59.63
4311	STATIONERY/FORMS	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP LEASES & MAINT CONTRACTS	6,500.00	.00	2,877.90	.00	3,622.10	55.72
4314	SMALL EQUIP. & FURNISHINGS	45,000.00	.00	13,501.01	.00	24,236.99	53.85
4326	UNIFORMS/CLOTHING	11,000.00	.00	12,120.33	.00	1,120.33-	10.18-
4327	FIRE FIGHTING GEAR	30,000.00	.00	13,233.68	6,885.32	9,881.00	32.93
4328	POSTAGE	200.00	.00	59.30	.00	140.70	70.35
4340	MISCELLANEOUS SUPPLIES	5,500.00	.00	3,912.22	.00	1,587.78	28.86
4350	SAFETY	1,000.00	.00	.00	.00	1,000.00	100.00
4355	MEDICAL	6,500.00	.00	2,965.61	1,000.00	2,534.39	38.99
4410	BUILDING MAINTENANCE	10,000.00	.00	337.47	1,757.16	7,905.37	79.05
4420	EQUIPMENT REPAIRS	2,500.00	.00	1,341.51	.00	1,158.49	46.33
4550	TELEPHONE/RADIOS/INTERNET	6,250.00	.00	1,931.87	.00	4,318.13	69.09
4630	TRAINING	8,500.00	.00	1,968.00	.00	6,532.00	76.84
4710	GASOLINE AND OIL	12,000.00	.00	6,055.98	.00	5,944.02	49.53
4720	TIRES	8,000.00	.00	.00	.00	8,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	30,000.00	.00	15,045.56	5,000.57	9,953.87	33.17
4735	GFS - TELEMATICS	700.00	.00	1,090.35	.00	390.35-	55.76-
4740	TRAVEL	1,000.00	.00	88.50	.00	911.50	91.15
4900	OTHER CONTRACTED SERVICES	11,000.00	.00	1,681.16	.00	9,318.84	84.71
4910	DUES/SUBSCRIPTIONS	1,800.00	.00	887.26	555.00	357.74	19.87
4933	PUBLIC EDUCATION	500.00	.00	283.10	.00	216.90	43.38
5515	PRINCIPAL-2016 FIRE TRUCK LEASE	38,760.00	.00	19,271.49	.00	19,488.51	50.27
5520	INTEREST-2016 FIRE TRUCK LEASE	3,167.00	.00	1,691.85	.00	1,475.15	46.57
5535	PRINCIPAL-2021 FIRE TRUCK LEASE	46,000.00	.00	46,000.00	.00	.00	.00
5540	INTEREST-2021 FIRE TRUCK LEASE	10,109.00	.00	5,363.50	.00	4,785.50	47.33
5960	PENALTIES FOR LATE FILING	.00	.00	71.92	.00	71.92-	100.00-
6115	CAPITAL OUTLAY - BRUSH TRUCK	859,428.00	.00	1,358.26	.00	1,358.26-	100.00-
				456,599.67	22,460.05	378,368.28	44.02

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13200	* STREET DEPARTMENT *						
4100	SALARIES & WAGES	400,991.00	.00	222,550.00	.00	178,441.00	44.50
4210	PAYROLL TAXES (FICA)	30,076.00	.00	16,076.18	.00	14,599.82	47.59
4211	RETIREMENT	23,191.00	.00	11,706.49	.00	11,484.51	49.52
4212	EMPLOYEE INSURANCE	63,206.00	.00	34,536.92	.00	28,669.08	45.35
4214	UNEMPLOYMENT TAX (SUTA)	310.00	.00	.00	.00	310.00	100.00
4310	OFFICE SUPPLIES	400.00	.00	145.65	.00	254.35	63.58
4312	EQUIP. LEASES & MAINT. CONTRACTS	2,500.00	.00	1,823.78	.00	676.22	27.04
4314	SMALL EQUIP. & FURNISHINGS	4,000.00	.00	1,186.92	.00	2,813.08	70.32
4322	SALE PURCHASE	10,000.00	.00	.00	.00	10,000.00	100.00
4326	UNIFORMS/CLOTHING	3,850.00	.00	3,453.55	774.09--	1,170.54	30.40
4340	MISCELLANEOUS SUPPLIES	2,750.00	.00	848.91	.00	1,901.09	69.13
4350	SAFETY	2,200.00	.00	138.13	.00	2,061.87	93.72
4355	MEDICAL	3,300.00	.00	1,861.15	.00	1,438.85	43.60
4410	BUILDING MAINTENANCE	6,000.00	.00	163.52	.00	5,836.48	97.27
4420	EQUIPMENT REPAIRS	1,500.00	.00	157.10	.00	1,342.90	89.52
4440	STREET REPAIRS	15,000.00	.00	12,065.98	.00	2,934.12	19.56
4460	STREET SIGNS	6,050.00	.00	3,727.65	.00	2,322.35	38.38
4510	STREET LIGHTS	175,000.00	.00	1,219.51	.00	173,780.49	99.30
4520	CURBING/SIDEWALKS/ROCK	192,500.00	.00	88,631.21	.00	103,868.79	53.95
4550	TELEPHONE/RADIOS/INTERNET	100,000.00	.00	16,186.99	1,407.18	82,405.93	82.40
4710	GASOLINE/OIL	2,500.00	.00	744.77	.00	1,755.23	70.20
4720	TIRES	32,175.00	.00	15,115.31	.00	16,659.69	51.77
4730	VEHICLE REPAIRS/MAINT.	7,000.00	.00	3,294.24	.00	3,705.76	52.93
4735	GPS - TELEMATICS	41,250.00	.00	24,293.99	.00	16,956.01	41.10
4740	TRAVEL/TRAINING	1,800.00	.00	1,163.15	.00	636.85	35.38
4920	STATE STORM WATER MAINTENANCE FEE	5,000.00	.00	1,125.00	.00	3,875.00	77.50
5960	PENALTIES FOR LATE FILING	.00	.00	.00	.00	110.00--	100.00--
6314	STORM WATER UPGRADE/SUPPLIES	6,000.00	.00	6,621.62	550.00	1,171.62-	19.52-
6346	W. MAIN SIDEWALK	105,000.00	.00	109,750.00	36,250.00	40,000.00-	38.09-
6347	OAK GROVE CURBING AND SIDEWALK	30,000.00	.00	35,000.00	10,000.00	15,000.00-	50.00-
6348	LINCOLN PARK PARKING LOT	106,000.00	.00	188,974.36	650.00	83,624.36-	78.89-
6349	THOMPSON MEADOW LANE PAVING	52,000.00	.00	302,312.51	.00	250,312.51-	481.37-
6351	BOONE STREET PAVING	135,000.00	.00	.00	.00	135,000.00	100.00
6352	3 2500 4WD TRUCKS	150,000.00	.00	76,750.00	61,866.00	11,384.00	7.58
	* STREET DEPARTMENT *	1,717,149.00	.00	1,181,199.94	109,949.09	425,999.97	24.80

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13000	* GARAGE *						
4100	SALARIES & WAGES	75,157.00	.00	24,685.01	.00	50,471.99	67.15
4210	PAYROLL TAXES (FICA)	5,750.00	.00	1,575.87	.00	4,174.13	72.59
4211	RETIREMENT	4,452.00	.00	1,452.57	.00	2,999.43	67.37
4212	EMPLOYEE INSURANCE	25,186.00	.00	12,116.61	.00	13,069.39	51.89
4214	UNEMPLOYMENT TAX (SUTA)	130.00	.00	.00	.00	130.00	100.00
4310	OFFICE SUPPLIES	500.00	.00	11.00	.00	489.00	97.80
4312	EQUIP LEASES & MAINT CONTRACTS	3,000.00	.00	2,075.03	.00	924.97	30.83
4313	TOOLS	2,300.00	.00	3,793.17	.00	1,453.17-	63.18-
4314	SMALL EQUIP. & FURNISHINGS	3,470.00	.00	559.92	.00	2,910.08	83.86
4315	WELDING SUPPLIES	400.00	.00	129.87	.00	270.13	67.53
4324	JANITORIAL/CLEANING	1,500.00	.00	1,245.11	.00	254.89	16.99
4326	UNIFORMS/CLOTHING	1,900.00	.00	1,045.99	.00	884.01	46.52
4340	MISCELLANEOUS SUPPLIES	1,000.00	.00	374.14	.00	625.86	62.58
4350	SAFETY	1,000.00	.00	172.93	.00	827.07	82.70
4355	MEDICAL	800.00	.00	560.54	.00	239.46	29.93
4410	BUILDING MAINTENANCE	1,500.00	.00	676.82	.00	823.18	54.87
4415	WASH BAY MAINTENANCE & SUPPLIES	2,500.00	.00	1,388.00	.00	1,112.00	44.48
4420	EQUIPMENT REPAIRS	500.00	.00	197.88	.00	302.12	60.42
4510	ELECTRIC	5,000.00	.00	2,788.35	.00	2,211.65	44.23
4520	WATER	1,000.00	.00	45.11	.00	954.89	95.48
4550	TELEPHONE	2,250.00	.00	1,221.91	.00	1,028.09	45.69
4630	TRAVEL/TRAINING	500.00	.00	.00	.00	500.00	100.00
4710	GASOLINE/OIL	2,300.00	.00	513.02	.00	1,787.98	77.73
4720	TIRES	1,000.00	.00	672.00	.00	328.00	32.80
4730	VEHICLE REPAIRS/MAINT.	2,000.00	.00	3,668.42	.00	1,668.42-	83.42-
4735	GFS - TELEMATICS	400.00	.00	96.92	.00	303.08	75.77
4910	DUES/SUBSCRIPTIONS/PERMITS	250.00	.00	83.62	.00	166.38	66.55
5960	PENALTIES FOR LATE FILING	.00	.00	7.77	.00	7.77-	100.00-
	* GARAGE *	145,745.00	.00	61,086.59	.00	84,658.42	58.08

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
14100	* SENIOR CENTER *						
4100	SALARIES & WAGES	337,015.00	.00	168,027.99	.00	168,987.01	50.14
4210	PAYROLL TAXES (FICA)	25,782.00	.00	11,926.53	.00	13,855.47	53.74
4211	RETIREMENT	16,759.00	.00	8,371.12	.00	8,387.88	50.05
4212	EMPLOYEE INSURANCE	64,437.00	.00	34,012.26	.00	30,424.74	47.21
4214	UNEMPLOYMENT TAX (SUVA)	310.00	.00	5.17	.00	304.83	98.33
4310	OFFICE SUPPLIES	3,200.00	.00	1,662.58	.00	1,537.42	48.04
4312	EQUIP LEASES & MAINT CONTRACTS	21,000.00	.00	15,373.94	.00	5,626.06	26.79
4314	SMALL EQUIP. & FURNISHINGS	4,800.00	.00	4,103.55	.00	116.45	2.42
4324	JANITORIAL/CLEANING	6,000.00	.00	1,703.43	3,000.00	1,296.57	21.60
4326	UNIFORMS	900.00	.00	241.26	149.95	508.79	56.53
4328	POSTAGE	800.00	.00	643.56	.00	156.44	19.55
4340	MISCELLANEOUS SUPPLIES	1,500.00	.00	1,080.13	.00	419.87	27.99
4350	SAFETY	2,000.00	.00	185.10	.00	1,814.90	90.74
4355	MEDICAL	2,500.00	.00	775.13	.00	1,724.87	68.99
4410	BUILDING MAINTENANCE	20,400.00	.00	15,259.70	6,238.80	1,158.50	5.67
4415	GROUND MAINTENANCE	9,000.00	.00	8,465.22	.00	534.78	5.94
4420	EQUIPMENT REPAIRS	1,000.00	.00	671.77	.00	328.23	32.82
4510	ELECTRIC/GAS	40,000.00	.00	12,264.13	.00	27,735.87	69.33
4520	WATER	4,000.00	.00	1,153.24	.00	2,846.76	71.16
4550	TELEPHONE/INTERNET	10,000.00	.00	3,678.55	.00	6,321.45	63.21
4710	GASOLINE/OIL	2,700.00	.00	824.95	.00	1,875.05	69.44
4725	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	1,000.00	.00	217.39	.00	782.61	78.26
4735	GPS - TELEMATICS	1,000.00	.00	484.60	.00	515.40	51.54
4740	TRAVEL/TRAINING	2,500.00	.00	236.21	.00	2,263.79	90.55
4910	DUES/SUBSCRIPTIONS/PERMITS	5,500.00	.00	2,997.11	.00	2,502.89	45.50
4915	ADA COMPLIANCE	100.00	.00	.00	.00	100.00	100.00
4940	TITLE III-B TRANSPORTATION	12,000.00	.00	.00	.00	12,000.00	100.00
4941	PARRISH NURSE/WEELNESS PROGRAM	20,000.00	.00	6,582.06	13,417.94	.00	.00
4942	HEALTH PROMOTION PROGRAM	38,000.00	.00	12,370.50	26,623.50	.00	.00
4960	SENIOR CENTER-SPECIAL PROJECTS EX	55,000.00	.00	29,244.19	.00	25,755.81	46.82
5115	SENIOR CENTER STATE GRANT TCAD EX	.00	.00	1,109.24	8,060.00	.00	.00
5960	FEES/RENTALS FOR LATE FILING	.00	.00	57.71	.00	57.71	100.00
6150	PRIN.-2021 REFUNDING BONDS(3.315M)	90,000.00	.00	.00	.00	90,000.00	100.00
6155	INT.-2021 REFUNDING BONDS(3.315M)	91,050.00	.00	45,525.00	.00	45,525.00	50.00
6500	CAP. OUTLAY-MY RIDE SUV	.00	.00	13,253.00	.00	13,253.00	100.00
6505	CAP. OUTLAY-MY RIDE GOLF CART	13,253.00	.00	.00	.00	13,253.00	100.00
6515	CAP. OUTLAY-PAPIO PAVILION	11,981.00	.00	.00	.00	11,981.00	100.00
4943	III-B SALARIES	30,389.00	.00	17,291.74	.00	13,097.26	43.09
4945	VOL. TRANSPORTION-SALARIES	6,000.00	.00	.00	.00	6,000.00	100.00
	--SUB TOTAL--	36,389.00	.00	17,291.74	.00	19,097.26	52.48
4943	III-B PAYROLL TAXES	2,325.00	.00	1,210.32	.00	1,114.68	47.94
4945	VOL. TRANSPORTATION-ER TAXES	459.00	.00	.00	.00	459.00	100.00
	--SUB TOTAL--	2,784.00	.00	1,210.32	.00	1,573.68	56.52
4943	III-B TELEPHONE	780.00	.00	325.00	.00	455.00	58.33
4945	VOL. TRANSPORTATION-RETIREMENT	420.00	.00	156.86	.00	263.14	62.65
	--SUB TOTAL--	1,200.00	.00	481.86	.00	718.14	59.84

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	X-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
4943	III-B TRAVEL	2,500.00	.00	1,252.53	.00	1,247.47	49.89
4945	VOL.TRANSPORTATION-EMPLOYEE INSUR	2,000.00	.00	.00	.00	2,000.00	100.00
	--SUB TOTAL--	4,500.00	.00	1,252.53	.00	3,247.47	72.16
4943	III-B EMPL.BENEFITS-SUTA	35.00	.00	.00	.00	35.00	100.00
4945	VOL.TRANSPORTATION-SUTA	30.00	.00	.00	.00	30.00	100.00
	--SUB TOTAL--	65.00	.00	.00	.00	65.00	100.00
4943	III-B EMPL.BENEFITS - INSURANCE	2,850.00	.00	5,056.06	.00	2,206.06	77.40
	--SUB TOTAL--	2,850.00	.00	5,056.06	.00	2,206.06	77.40
4943	III-B EMPL. BENEFITS - RETIREMENT	2,387.00	.00	854.22	.00	1,532.78	64.21
	--SUB TOTAL--	2,387.00	.00	854.22	.00	1,532.78	64.21
4943	III-B SUPPLIES	554.00	.00	97.91	.00	456.09	82.32
	--SUB TOTAL--	554.00	.00	97.91	.00	456.09	82.32
	* SENIOR CENTER *	967,216.00	.00	428,750.96	58,070.19	480,394.85	49.66

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14200	* PARKS & RECREATION *						
4100	SALARIES AND WAGES	257,084.00	.00	106,733.65	.00	150,350.35	58.48
4210	FAYROLL TAXES (FICA)	19,667.00	.00	7,899.13	.00	11,768.87	59.84
4211	RETIREMENT	12,889.00	.00	4,676.72	.00	8,212.28	63.71
4212	EMPLOYEE INSURANCE	43,051.00	.00	12,011.47	.00	31,039.53	72.09
4214	UNEMPLOYMENT TAX (SUTA)	205.00	.00	14.69	.00	190.31	92.83
4310	OFFICE SUPPLIES	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP.LEASES & MAINT.CONTRACTS	2,520.00	.00	1,297.77	.00	1,222.23	48.50
4314	SMALL EQUIP. & FURNISHINGS	5,000.00	.00	3,689.91	.00	1,310.09	26.20
4324	JANITORIAL/CLEANING	4,500.00	.00	2,967.99	1,145.62-	2,677.63	59.50
4326	UNIFORM/CLOTHING	1,600.00	.00	860.16	130.00-	869.84	54.36
4340	MISCELLANEOUS SUPPLIES	1,300.00	.00	133.14	.00	1,166.86	89.75
4350	SAFETY	250.00	.00	18.99	.00	231.01	92.40
4355	MEDICAL	2,300.00	.00	920.25	.00	1,379.75	59.98
4410	BUILDING MAINTENANCE	7,500.00	.00	8,289.41	.00	789.41-	10.52-
4415	PARK DEVELOPMENT/MAINT.	95,000.00	.00	71,827.35	6,990.00	16,182.65	17.03
4420	EQUIPMENT REPAIRS	7,000.00	.00	450.27	.00	6,549.73	93.56
4510	ELECTRIC	37,500.00	.00	15,936.72	.00	21,563.28	57.50
4520	WATER	15,000.00	.00	4,272.65	.00	10,727.35	71.51
4550	TELEPHONE	8,500.00	.00	4,207.72	.00	4,292.28	50.49
4640	PRINTING	300.00	.00	.00	.00	300.00	100.00
4710	GASOLINE/OIL	7,000.00	.00	1,949.28	.00	5,050.72	72.15
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	6,500.00	.00	3,062.64	.00	3,437.36	52.88
4735	GPS - TELEMATICS	950.00	.00	484.60	.00	465.40	48.98
4740	TRAVEL/TRAINING	500.00	.00	88.50	.00	411.50	82.30
4810	DUES/SUBSCRIPTIONS/FERMENTS	2,000.00	.00	1,152.26	.00	847.74	42.38
4939	JRT PLAYERS EDUCATION PROGRAM	50,000.00	.00	23,745.33	.00	26,254.67	52.50
4941	SPECIAL PROGRAMS	20,000.00	.00	3,911.83	.00	16,088.17	80.44
4942	ATHLETIC PROGRAMS	10,000.00	.00	3,697.94	.00	6,302.06	63.02
4944	JRT-DON SQUIBB SCHOLARSHIP AWARDS	3,000.00	.00	4,000.00	.00	1,000.00-	33.33-
4945	JPAC/REPATORY THEATRE	52,000.00	.00	28,861.06	.00	23,138.94	44.49
4946	FLAG COMMITTEE EXPENDITURES	2,000.00	.00	361.37	.00	1,638.63	81.93
4950	TONNSCAPE	45,000.00	.00	10,624.45	.00	34,375.55	76.39
4952	KEEP JONESBOROUGH BEAUTIFUL PROGR	3,000.00	.00	60.00	.00	2,940.00	98.00
4956	CAP. OUTLAY-DOG PARK CONSTRUCTION	19,820.00	.00	.00	.00	19,820.00	100.00
4962	CHUCKEY DEPOT MUSEUM RESERVE EXP.	3,000.00	.00	129.57	.00	2,870.43	95.68
4963	E. GILLESPIE BLDG. UTILITIES&SUPPLI	16,000.00	.00	8,005.66	.00	7,994.34	49.96
4964	JACKSON THEATRE UTILITIES	25,200.00	.00	3,963.59	.00	21,236.41	84.27
4965	BOONE STREET MKT UTILITIES	6,500.00	.00	1,799.88	.00	4,700.12	72.30
4966	CHUCKEY DEPOT OPERATING EXPENSES	7,000.00	.00	3,932.66	.00	3,067.34	43.81
4967	JRT WAREHOUSE EXPENSES	.00	.00	1,285.87	.00	1,285.87-	100.00-
4968	K-8 MAINTENANCE COSTS	125,000.00	.00	.00	.00	125,000.00	100.00
4971	MCKINNEY CENTER OPERATING EXP.	.00	.00	132.12	.00	132.12-	100.00-
5960	FERRALIES FOR LATE FILING	.00	.00	35.12	.00	35.12-	100.00-
6317	CAP. OUTLAY-STAGE DOOR RENOVATIONS	100,000.00	.00	137,744.88	10,857.22	48,702.10-	48.70-
6318	CAP. OUTLAY-JACKSON THEATRE RENOV.	875,000.00	.00	848,964.09	1,354.34-	27,390.25	3.13

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
6326	CAP. OUTLAY - BALLFIELD UPGRADES	135,500.00	.00	.00	.00	135,500.00	100.00
6328	CAP. OUTLAY-DEPOT ST. PARK UPGRADES	30,000.00	.00	.00	.00	30,000.00	100.00
6329	SLEMONS HOUSE PAINTING	16,000.00	.00	.00	.00	16,000.00	100.00
6330	JONESTOWN FITNESS CENTER	49,000.00	.00	59,930.00	.00	10,930.00	22.30
6331	GILLESPIE BUILDING ROOF	41,758.00	.00	53,670.00	.00	11,912.00	28.52
6336	TREE & LANDSCAPE EXP.	2,000.00	.00	.00	.00	2,000.00	100.00
	* PARKS & RECREATION *	2,176,494.00	.00	1,447,970.13	15,317.26	713,206.61	32.76

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14300	* TOURISM/VISITORS CENTER *						
4100	SALARIES AND WAGES	369,719.00	.00	190,596.67	.00	179,122.33	48.44
4210	PAYROLL TAXES (FICA)	28,284.00	.00	13,972.96	.00	14,311.04	50.59
4211	RETIREMENT	18,114.00	.00	9,058.55	.00	9,055.45	50.00
4212	EMPLOYEE INSURANCE	39,821.00	.00	25,786.31	.00	14,034.69	35.24
4214	UNEMPLOYMENT TAX (SUTA)	220.00	.00	.00	.00	220.00	100.00
4310	OFFICE SUPPLIES	2,000.00	.00	965.54	.00	1,034.46	51.72
4311	STATIONERY/FORMS	300.00	.00	.00	.00	300.00	100.00
4312	EQUIP LEASES & MAINT. CONTRACTS	8,000.00	.00	5,401.78	.00	2,598.22	32.47
4314	SMALL EQUIP. & FURNISHINGS	12,000.00	.00	122.79	.00	11,877.21	98.97
4323	FOOD	500.00	.00	66.55	.00	433.45	86.69
4324	JANITORIAL/CLEANING	5,000.00	.00	1,710.88	828.51	2,460.61	49.21
4328	POSTAGE	1,750.00	.00	509.13	.00	1,240.87	70.90
4330	CREDIT CARD FEES	2,500.00	.00	2,119.11	.00	380.89	15.23
4331	GIFT SHOP EXPENSE	30,000.00	.00	18,947.77	5,580.04	5,472.19	18.24
4340	MISCELLANEOUS SUPPLIES	800.00	.00	705.01	35.21	59.78	7.47
4350	SAFETY	300.00	.00	.00	.00	300.00	100.00
4355	MEDICAL	1,500.00	.00	504.00	.00	996.00	66.40
4410	BUILDING MAINTENANCE	20,000.00	.00	1,931.37	657.72	17,410.91	87.05
4420	EQUIPMENT REPAIRS	1,200.00	.00	.00	.00	1,200.00	100.00
4510	ELECTRIC/GAS	13,500.00	.00	4,173.83	.00	9,326.17	69.08
4520	WATER	2,300.00	.00	1,210.89	.00	1,089.11	47.35
4550	TELEPHONE/INTERNET	12,738.00	.00	3,679.06	.00	9,058.94	71.11
4610	MARKETING/ADVERTISING	60,000.00	.00	24,898.96	4,566.80	30,534.24	50.89
4640	PRINTING	46,500.00	.00	5,992.50	5,992.50	34,515.00	74.22
4710	GASOLINE/OIL	2,400.00	.00	255.77	.00	2,174.23	90.59
4730	VEHICLE REPAIRS/MAINT.	1,500.00	.00	641.56	.00	858.44	57.22
4735	GPS - TELEMATICS	.00	.00	24.23	.00	24.23	100.00
4740	TRAVEL/TRAINING	7,500.00	.00	2,698.00	950.00	3,852.00	51.36
4910	DUES/SUBSCRIPTIONS	6,535.00	.00	3,712.14	110.00	2,932.86	44.87
4941	SPECIAL PROGRAMS	25,000.00	.00	17,200.07	1,075.48	6,724.45	26.89
4942	MAIN ST JONESBOROUGH PROGRAM	20,000.00	.00	1,094.77	.00	18,905.23	94.52
4943	MAIN STREET - BREWS & TUNES	12,000.00	.00	7,364.08	.00	4,635.92	38.63
4944	MAIN ST. - JONESBOROUGH DAYS	31,900.00	.00	2,220.04	.00	29,679.96	93.04
4945	MUSIC ON THE SQUARE	36,000.00	.00	23,880.73	.00	12,119.27	33.66
4946	SEASONAL LIGHTING	50,000.00	.00	49,760.18	.00	249.82	.49
5960	PENALTIES FOR LATE FILING	.00	.00	59.99	.00	59.99	100.00
	* TOURISM/VISITORS CENTER *	869,881.00	.00	421,222.22	19,576.26	429,082.52	49.32

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14400	*WETLANDS WATER PARK*						
4100	SALARIES AND WAGES	282,599.00	.00	163,943.56	.00	118,655.44	41.98
4210	PAYROLL TAXES (FICA)	21,619.00	.00	12,619.00	.00	9,116.05	42.16
4211	RETIREMENT	3,255.00	.00	1,155.29	.00	2,109.71	64.61
4212	EMPLOYEE INSURANCE	2,400.00	.00	825.23	.00	1,574.77	65.61
4214	UNEMPLOYMENT TAX (SUPA)	845.00	.00	424.24	.00	420.76	49.79
4310	OFFICE SUPPLIES	800.00	.00	39.63	.00	760.37	95.04
4312	EQUIP LEASES & MAINT CONTRACTS	3,400.00	.00	2,441.48	.00	588.52	18.61
4314	SMALL EQUIP. & FURNISHINGS	5,000.00	.00	1,794.92	.00	3,205.08	64.10
4324	JANITORIAL/CLEANING	5,000.00	.00	34.69	1,600.00	3,365.31	67.30
4326	UNIFORMS/CLOTHING	2,000.00	.00	.00	.00	2,000.00	100.00
4328	POSTAGE	200.00	.00	85.56	.00	114.44	57.22
4330	BANK/CREDIT CARD FEES	7,500.00	.00	7,170.59	.00	329.41	4.39
4340	MISCELLANEOUS SUPPLIES	750.00	.00	4,312.80	.00	3,562.80	475.04
4350	MEDICAL	2,000.00	.00	180.33	.00	1,819.67	90.98
4355	SAFETY	800.00	.00	.00	.00	800.00	100.00
4360	PHOTO I.D. SUPPLIES	500.00	.00	.00	.00	500.00	100.00
4410	BUILDING MAINTENANCE	10,000.00	.00	4,824.58	.00	5,175.42	51.75
4420	EQUIPMENT REPAIRS	3,200.00	.00	.00	.00	3,200.00	100.00
4430	GROUNDS MAINTENANCE	6,000.00	.00	.00	.00	6,000.00	100.00
4440	POOL MAINTENANCE	10,000.00	.00	2,772.23	5,120.00	2,107.77	21.07
4450	POOL PUMP REPAIR/REPLACEMENT	15,000.00	.00	5,518.54	.00	9,481.46	63.20
4510	ELECTRIC	45,000.00	.00	22,764.39	.00	22,235.61	49.41
4520	WATER/SEWER	15,000.00	.00	11,210.77	.00	3,789.23	25.26
4550	TELEPHONE	5,300.00	.00	2,744.46	.00	2,555.54	48.21
4630	STAFF TRAINING	2,000.00	.00	1,020.00	.00	980.00	49.00
4640	PRINTING	1,000.00	.00	.00	.00	1,000.00	100.00
4650	MARKETING & STAFF RECRUITMENT	20,000.00	.00	3,316.99	4,064.00	12,619.01	63.09
4740	TRAVEL/TRAINING	700.00	.00	.00	.00	700.00	100.00
4800	CHEMICALS	24,000.00	.00	11,900.71	.00	12,099.29	50.41
4900	MERCHANDISE FOR RESALE	300.00	.00	.00	.00	300.00	100.00
4910	DUES/PERMITS/SUBSCRIPTIONS	1,000.00	.00	83.61	.00	916.39	91.63
5110	FOOD	38,000.00	.00	23,594.06	11,338.85	25,744.79	67.74
5120	PAPER/PLASTICS	7,500.00	.00	250.35	1,600.00	5,649.65	75.32
5140	BEVERAGES	10,000.00	.00	122.36	.00	9,877.64	98.77
5550	PRIN.-2021 TN BOND FUND CON	32,900.00	.00	.00	.00	32,900.00	100.00
5555	INT.-2021 TN BOND FUND CON	1,799.00	.00	899.48	.00	899.52	50.00
5960	PENALTIES FOR LATE FILING	.00	.00	188.24	.00	188.24	100.00
6105	CAP. OUTLAY-PUMP ROOM RENOVATIONS	120,000.00	.00	.00	.00	120,000.00	100.00
6107	CAP. OUTLAY-BUILDING RENOVATIONS	40,000.00	.00	.00	.00	40,000.00	100.00
	WETLANDS WATER PARK	746,977.00	.00	286,122.04	1,045.15	459,809.81	61.55

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
14500	* MCKINNEY CENTER *						
4100	SALARIES & WAGES	211,640.00	.00	89,626.45	.00	122,013.55	57.65
4210	PAYROLL TAXES (FICA)	16,190.00	.00	6,652.98	.00	9,537.02	58.90
4211	RETIREMENT	11,599.00	.00	4,592.23	.00	7,006.77	60.40
4212	EMPLOYEE INSURANCE	24,330.00	.00	7,829.31	.00	16,500.69	67.82
4214	UNEMPLOYMENT TAX (SUTA)	180.00	.00	8.41	.00	171.59	95.32
4310	OFFICE SUPPLIES	1,100.00	.00	1,100.33	746.48	746.81-	67.89-
4311	STATIONERY/FORMS	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP LEASES & MAINT. CONTRACTS	8,500.00	.00	8,060.38	.00	439.62	5.17
4314	SMALL EQUIP. & FURNISHINGS	5,100.00	.00	1,102.94	.00	3,997.06	77.94
4323	FOOD	1,000.00	.00	1,312.48	55.88-	985.08	89.55
4324	JANITORIAL/CLEANING	3,000.00	.00	1,312.48	.00	1,687.52	56.25
4328	POSTAGE	300.00	.00	89.01	.00	210.99	70.33
4330	CREDIT CARD FEES	600.00	.00	515.65	.00	84.35	14.05
4340	MISCELLANEOUS SUPPLIES	450.00	.00	637.12	.00	187.12-	41.58-
4350	SAFETY	125.00	.00	107.81	.00	17.19	13.75
4355	MEDICAL	800.00	.00	511.75	.00	288.25	36.03
4410	BUILDING MAINTENANCE	20,000.00	.00	6,255.43	650.15	13,094.42	65.47
4411	BUILDING MAINTENANCE - CAPITAL	15,500.00	.00	.00	.00	15,500.00	100.00
4420	EQUIPMENT REPAIRS	1,000.00	.00	.00	.00	1,000.00	100.00
4510	ELECTRIC/GAS	8,500.00	.00	3,539.82	.00	4,960.18	58.35
4520	WATER	800.00	.00	607.31	.00	192.69	24.08
4550	TELEPHONE/INTERNET	6,500.00	.00	3,412.43	.00	3,087.57	47.50
4610	MARKETING/ADVERTISING	2,000.00	.00	624.97	.00	1,375.03	68.75
4615	WEBSITE MAINT. & PROG. UPDATES	2,400.00	.00	461.25	.00	1,938.75	80.78
4640	PRINTING	350.00	.00	.00	.00	350.00	100.00
4740	TRAVEL/TRAINING	1,000.00	.00	50.00	.00	950.00	95.00
4910	DUES/SUBSCRIPTIONS	370.00	.00	207.26	.00	162.74	43.98
4914	SPECIAL PROGRAMS	2,000.00	.00	.00	.00	2,000.00	100.00
4915	AMERICORPS WORKER PROGRAM	8,500.00	.00	5,642.50	.00	2,857.50	33.61
5005	MARY MARTIN PROG. FOR THE ARTS	50,000.00	.00	20,980.10	.00	7,833.67	15.66
5010	STORY TOWN RADIO SHOW	13,500.00	.00	19,831.95	3,480.00	9,811.95-	72.68-
5020	MCKINNEY SCHOLARSHIP FUND	5,000.00	.00	.00	.00	5,000.00	100.00
5025	CONVERSATIONS THAT MATTER PROGRAM	.00	.00	42.79	.00	42.79-	100.00-
5060	PENALTIES FOR LATE FILING	.00	.00	28.26	.00	28.26-	100.00-
5065	MARY B MARTIN PROGRAM - MARTIN ES	.00	.00	2,582.76	3,500.00	6,082.76-	100.00-
	--SUB TOTAL--	422,534.00	.00	186,584.48	29,506.98	206,442.54	48.85
	* MCKINNEY CENTER *						
	---	12,472,575.00	.00	9,113,344.06	294,844.47	3,064,386.47	24.56

---FUND TOTAL---

2/09/2024 *GL060D*
 FUND #-011 EXPENDITURES DRUG FUND

TOWN OF JONESTBOROUGH
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	* REMAIN.
12100	* DRUG FUND EXPENDITURES *						
4902	SMALL EQUIPMENT & SUPPLIES	.00	.00	15,385.00	.00	15,385.00-	100.00-
4904	TRAVEL/TRAINING	3,000.00	.00	2,000.00	.00	1,000.00	33.33
4908	K-9 EXPENSE	3,000.00	.00	.00	.00	3,000.00	100.00
4909	X-9 LIABILITY INSURANCE	2,025.00	.00	.00	.00	2,025.00	100.00
4915	UNDER COVER CASH	1,000.00	.00	.00	.00	1,000.00	100.00
4917	MISC. EXPENDITURES	475.00	.00	.00	.00	475.00	100.00
	* DRUG FUND EXPENDITURES *	9,500.00	.00	17,385.00	.00	7,885.00-	83.00-
	---	9,500.00	.00	17,385.00	.00	7,885.00-	83.00-
	---FUND TOTAL---						

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
13200	* SOLID WASTE EXPENDITURES *						
4100	SALARIES & WAGES	276,574.00	.00	123,197.12	.00	153,376.88	55.45
4210	PAYROLL TAXES (FICA)	21,158.00	.00	8,798.14	.00	12,359.86	58.41
4211	RETIREMENT	16,423.00	.00	7,074.24	.00	9,348.76	56.92
4212	EMPLOYEE INSURANCE	68,021.00	.00	33,230.95	.00	34,790.05	51.14
4214	UNEMPLOYMENT TAX (SUTA)	280.00	.00	8.21	.00	191.79	95.89
4310	OFFICE SUPPLIES	550.00	.00	25.80	.00	524.20	95.30
4312	EQUIP.LEASES & MAINT.CONTRACTS	1,705.00	.00	730.59	.00	974.31	57.14
4314	SMALL EQUIP. & FURNISHINGS	825.00	.00	.00	.00	825.00	100.00
4326	UNIFORMS/CLOTHING	5,250.00	.00	3,432.31	617.82-	2,435.51	46.39
4330	BANK/CREDIT CARD FEES	330.00	.00	.00	.00	330.00	100.00
4340	MISCELLANEOUS SUPPLIES	4,800.00	.00	4,534.27	.00	265.73	5.53
4350	SAFETY	550.00	.00	.00	.00	550.00	100.00
4355	MEDICAL	2,280.00	.00	754.53	.00	1,445.47	65.70
4410	BUILDING MAINTENANCE	1,800.00	.00	.00	.00	1,800.00	100.00
4510	ELECTRIC	7,500.00	.00	.00	.00	7,500.00	100.00
4550	TELEPHONE/RADIO	5,500.00	.00	2,610.50	.00	2,889.50	52.53
4650	RECYCLING PROG.-MARKETING&SUPPLIE	550.00	.00	.00	.00	550.00	100.00
4710	GASOLINE/OIL - VEHICLES & EQUIP.	75,000.00	.00	30,007.74	.00	44,992.26	59.98
4720	TIRES	10,800.00	.00	5,635.67	.00	5,164.33	47.81
4730	VEHICLE REPAIRS/MAINT.	66,000.00	.00	18,294.06	.00	47,705.94	72.28
4735	GPS - TELEMATICS	2,860.00	.00	1,098.72	.00	1,761.28	61.58
4740	TRAVEL	550.00	.00	.00	.00	550.00	100.00
4813	PROPERTY/LIABILITY INSURANCE	6,750.00	.00	.00	.00	6,750.00	100.00
4814	WORKERS' COMP	10,300.00	.00	.00	.00	10,300.00	100.00
4910	DUES/MEMBERSHIPS	330.00	.00	.00	.00	330.00	100.00
4920	WASTE DISPOSAL FEES	120,000.00	.00	56,175.29	.00	63,824.71	53.18
4925	TIRE DISPOSAL FEES	1,100.00	.00	817.00	.00	283.00	25.72
4930	TOTE CART/DUMPESTER PURCHASE	20,625.00	.00	7,083.00	.00	13,542.00	65.65
4940	ANNUAL PERMIT FEES	2,233.00	.00	.00	.00	2,233.00	100.00
5220	PRIN.-2020 GARBAGE TRUCK LEASE	43,807.00	.00	21,760.76	.00	22,046.24	50.32
5225	INT.-2020 GARBAGE TRUCK LEASE	5,497.00	.00	2,890.72	.00	2,606.28	47.41
5960	PENALTIES FOR LATE FILING	.00	.00	45.44	.00	45.44-	100.00-
6106	CAPITAL OUTLAY - DUMPESTER PAD	60,000.00	.00	12,500.00	.00	12,500.00-	100.00-
6200	CAP.OUTLAY-GARBAGE TRUCK RESERVE	839,788.00	.00	15,000.00	.00	45,000.00	75.00
	* SOLID WASTE EXPENDITURES *			355,705.16	617.82-	484,700.66	57.71
	---	839,788.00	.00	355,705.16	617.82-	484,700.66	57.71

2/09/2024 *GL060D*
 FUND #-016 **HEALTH REIMBURSEMENT EXPENSES**

TOWN OF JONESHOROUGH
 EXPENDITURE SUMMARY
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
16000	**HEALTH REIMBURSEMENT EXPENSES**						
4210	DEDUCTIBLE PAYMENT - GENERAL FUND	.00	.00	18,827.57	.00	18,827.57-	100.00-
4215	DEDUCTIBLE PAYMENT - SW FUND	.00	.00	16,835.95	.00	16,835.95-	100.00-
4220	DEDUCTIBLE PAYMENT - WAT/SEWER FU	.00	.00	17,567.38	.00	17,567.38-	100.00-
	HEALTH REIMBURSEMENT EXPENSES	.00	.00	53,230.90	.00	53,230.90-	100.00-
	----	.00	.00	53,230.90	.00	53,230.90-	100.00-
	----FUND TOTAL----						

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN.
15100	* WATER ADMINISTRATION *						
4100	SALARIES & WAGES	557,294.00	.00	257,978.20	.00	299,315.80	53.70
4210	PAYROLL TAXES (FICA)	42,433.00	.00	18,433.18	.00	24,199.82	56.76
4211	RETIREMENT	31,764.00	.00	11,764.93	.00	19,864.07	62.76
4212	EMPLOYEE INSURANCE	108,332.00	.00	45,766.05	.00	62,565.95	57.75
4214	UNEMPLOYMENT TAX (SUTA)	275.00	.00	13.75	.00	261.25	95.00
4310	OFFICE/COMPUTER SUPPLIES	4,160.00	.00	4,166.95	.00	1,333.95	24.25
4311	STATIONERY/FORMS	8,500.00	.00	982.52	.00	7,517.48	88.44
4312	EQUIP LEASES & MAINT CONTRACTS	32,250.00	.00	13,911.23	.00	18,338.77	56.86
4314	SMALL EQUIP. & FURNISHINGS	2,000.00	.00	2,177.82	1,336.26	1,514.08-	75.70-
4323	FOOD	10,000.00	.00	9,971.99	2,683.25	2,655.24-	26.55-
4324	JANITORIAL/CLEANING	200.00	.00	.00	.00	200.00	100.00
4326	UNIFORMS	400.00	.00	298.15	149.95	48.10-	12.02-
4328	POSTAGE	48,300.00	.00	31,725.96	.00	16,574.04	34.31
4330	BANK/CREDIT CARD FEES	10,000.00	.00	45,401.28	.00	35,401.28-	354.01-
4340	MISCELLANEOUS SUPPLIES	2,000.00	.00	2,500.86	.00	500.86-	25.04-
4355	MEDICAL	2,700.00	.00	920.25	.00	1,779.75	65.91
4410	BUILDING MAINTENANCE	4,000.00	.00	3,518.34	.00	481.66	12.04
4420	EQUIPMENT MAINT. & REPAIRS	500.00	.00	.00	.00	500.00	100.00
4510	ELECTRIC	9,500.00	.00	3,936.97	.00	5,563.03	58.55
4520	WATER	4,000.00	.00	374.21	.00	3,625.79	90.64
4530	WATER - CITY OF KINGSFORD	.00	.00	9.35	.00	9.35-	100.00-
4550	TELEPHONE	6,000.00	.00	1,185.64	.00	4,814.36	80.23
4651	AUDIT/ACCOUNTING	25,400.00	.00	.00	.00	25,400.00	100.00
4652	LEGAL FEES/LEGAL ADS	45,000.00	.00	29,850.70	365.00	14,784.30	32.85
4653	AUDIT & ACCOUNTING (RATE STUDY)	5,000.00	.00	.00	.00	5,000.00	100.00
4654	ENGINEERING FEES	20,000.00	.00	1,500.00	.00	18,500.00	92.50
4656	COMPUTER CONSULTANTS/UPGRADES	71,595.00	.00	22,559.50	.00	49,035.50	68.49
4659	USDA WILDLIFE MANAGEMENT	3,050.00	.00	.00	.00	3,050.00	100.00
4660	CUSTOMER INFORMATION	3,500.00	.00	.00	.00	3,500.00	100.00
4740	TRAVEL/TRAINING	1,000.00	.00	.00	.00	1,000.00	100.00
4813	PROPERTY/LIABILITY INSURANCE	99,200.00	.00	116,748.00	.00	17,548.00-	17.68-
4814	WORKERS' COMP	44,640.00	.00	.00	.00	44,640.00	100.00
4842	IN LIEU OF PROPERTY TAX	260,000.00	.00	86,666.67	.00	173,333.33	66.66
4910	DUES/SUBSCRIPTIONS	750.00	.00	410.25	.00	339.75	45.30
4924	NE TN REGIONAL ECONOMIC PARTNERSH	8,000.00	.00	.00	.00	8,000.00	100.00
4950	STATE ANNUAL CONNECTIONS FEE	17,533.00	.00	18,889.00	.00	1,356.00-	7.73-
5440	AMORTIZATION EXPENSE	.00	.00	5,813.40-	.00	5,813.40	100.00-
5450	DEPRECIATION WATER & SEWER	1,600,000.00	.00	800,000.00	.00	800,000.00	50.00
5496	INT. -2021 REFUNDING BND (2.59M)	70,850.00	.00	35,425.00	.00	35,425.00	50.00
5497	INT. -2021 REFUNDING BND (4.05M)	65,598.00	.00	32,798.75	.00	32,799.25	50.00
5500	REFUNDING BONDS NON P&I FEES	3,350.00	.00	1,842.50	.00	1,507.50	45.00
5508	INTEREST-2022 CON IM	.00	.00	14,982.50	.00	14,982.50-	100.00-
5510	INTEREST - 2022 4.75M CON	80,000.00	.00	79,999.06	.00	.94	.00
5511	INT. -2013 CAP OUTLAY NOTE (\$460K)	2,429.00	.00	1,361.17	.00	1,067.83	43.96
5512	2022A CON 1.25M	59,943.00	.00	59,942.70	.00	.30	.00
5513	INTEREST-2012A RD BONDS (1.15M)	23,424.00	.00	11,785.45	.00	11,638.55	49.68
5514	INTEREST-2013 RD BONDS (2.21M)	46,129.00	.00	23,201.92	.00	22,927.08	49.70

2/09/2024 *CL060D*
 FUND #040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESHOROUGH
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
5960	PENALTIES FOR LATE FILING	.00	.00	108.03	.00	108.03-	100.00-
6110	WATER TANK MAINTENANCE	33,235.00	.00	8,308.79	.00	24,926.21	74.99
	* WATER ADMINISTRATION *	3,475,659.00	.00	1,795,623.32	4,534.46	1,675,501.22	48.20

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FUND #-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15200	* METER DEPARTMENT *						
4100	SALARIES & WAGES	408,820.00	.00	203,385.18	.00	205,434.82	50.25
4210	PAYROLL TAXES (FICA)	31,275.00	.00	14,558.10	.00	16,716.90	53.45
4211	RETIREMENT	24,273.00	.00	11,535.38	.00	12,737.62	52.47
4212	EMPLOYEE INSURANCE	80,637.00	.00	35,679.48	.00	44,957.52	55.75
4214	UNEMPLOYMENT TAX (SUTA)	335.00	.00	26.92	.00	308.08	91.96
4310	OFFICE SUPPLIES	5,000.00	.00	1,883.80	.00	3,116.20	62.32
4312	EQUIPMENT LEASES & MAINT. CONTRACT	8,000.00	.00	1,600.30	.00	6,399.70	79.99
4314	SMALL EQUIPMENT	10,000.00	.00	789.35	1,352.00	7,858.65	78.58
4326	UNIFORMS/CLOTHING	5,000.00	.00	2,419.33	235.39-	2,816.06	56.32
4340	MISCELLANEOUS SUPPLIES	5,400.00	.00	1,257.47	.00	4,142.53	76.71
4350	SAFETY	2,500.00	.00	.00	.00	2,500.00	100.00
4355	MEDICAL	4,000.00	.00	1,175.27	.00	2,824.73	70.61
4550	TELEPHONE	5,500.00	.00	2,100.81	.00	3,399.19	61.80
4650	CROSS-CONNECTION	3,000.00	.00	.00	.00	3,000.00	100.00
4710	GASOLINE/OIL	22,400.00	.00	8,893.42	.00	13,506.58	60.29
4720	TIRES	3,500.00	.00	1,256.20	.00	2,243.80	64.10
4730	VEHICLE REPAIRS/MAINT.	10,000.00	.00	2,190.40	.00	7,096.60	70.96
4735	GPS - TELEMATICS	1,600.00	.00	896.62	.00	703.38	43.96
4740	TRAVEL AND TRAINING	5,000.00	.00	.00	.00	5,000.00	100.00
5010	VEHICLE PURCHASE(S)	58,000.00	.00	.00	.00	58,000.00	100.00
5960	PENALTIES FOR LATE FILING	.00	.00	56.79	.00	56.79-	100.00-
6325	WATER PURCHASE	50,000.00	.00	.00	.00	50,000.00	100.00
	* METER DEPARTMENT *	744,240.00	.00	290,417.82	1,116.61	452,705.57	60.82

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FUND #-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH
EXPENDITURE SUMMARY
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15300	* WATER DISTRIBUTION *						
4100	SALARIES & WAGES	607,471.00	.00	296,561.95	.00	310,909.95	51.18
4210	PAYROLL TAXES (FICA)	46,472.00	.00	21,868.71	.00	24,603.29	52.94
4211	RETIREMENT	34,804.00	.00	17,617.78	.00	17,186.22	49.38
4212	EMPLOYEE INSURANCE	89,011.00	.00	33,921.92	.00	55,089.08	61.89
4214	UNEMPLOYMENT TAX (SUTA)	475.00	.00	13.66	.00	461.34	97.12
4310	OFFICE SUPPLIES	3,000.00	.00	685.56	.00	2,314.44	77.14
4312	EQUIP LEASES & MAINT CONTRACTS	6,000.00	.00	3,918.84	.00	2,081.16	34.68
4314	SMALL EQUIP & FURNISHINGS	10,000.00	.00	3,804.67	.00	6,195.33	61.95
4316	CONTRACTED LAB	1,000.00	.00	100.00	.00	900.00	90.00
4326	UNIFORMS/CLOTHING	9,000.00	.00	4,471.19	1,141.99	5,670.80	63.00
4340	MISCELLANEOUS SUPPLIES	20,000.00	.00	3,345.28	.00	16,654.72	83.27
4341	ROCK PURCHASE	18,000.00	.00	11,447.27	9,105.95	2,553.22	14.18
4350	SAFETY	13,000.00	.00	1,218.96	.00	11,781.04	90.62
4355	MEDICAL	6,500.00	.00	4,624.45	.00	1,875.55	28.85
4420	EQUIPMENT REPAIRS	7,000.00	.00	2,294.16	1,187.97	3,517.87	50.25
4430	UTILITY LINES MAINTENANCE	150,000.00	.00	132,532.68	67,205.92	49,738.60	33.15
4550	TELEPHONE	10,400.00	.00	4,297.99	.00	6,102.01	58.67
4655	GIS MAPPING SERVICES	39,500.00	.00	.00	.00	39,500.00	100.00
4710	GASOLINE/OIL	60,000.00	.00	30,378.85	.00	29,621.35	49.36
4720	TIRES	13,000.00	.00	8,981.14	.00	4,018.86	30.91
4730	VEHICLE REPAIRS/MAINT.	55,000.00	.00	20,739.46	648.33	33,613.21	61.11
4735	GPS - TELEMATICS	3,950.00	.00	1,817.25	.00	2,132.75	53.99
4740	TRAVEL/TRAINING	10,000.00	.00	.00	.00	10,000.00	100.00
4823	EQUIPMENT RENT	2,000.00	.00	.00	.00	2,000.00	100.00
4810	DUES/MEMBERSHIPS	6,500.00	.00	367.26	.00	6,132.74	94.34
5009	2 - NEW TRAILERS	10,000.00	.00	.00	.00	10,000.00	100.00
5011	2 - NEW FORD F-450 SERVICE TRUCKS	80,000.00	.00	.00	.00	80,000.00	100.00
5012	USED FORD F-350 (COUNTY TRUCK)	30,000.00	.00	20,000.00	.00	10,000.00	33.33
5960	PENALTIES FOR LATE FILING	.00	.00	103.56	.00	103.56	100.00
6305	WATER LOSS REDUCTION EXPENSES	10,000.00	.00	.00	.00	10,000.00	100.00
6309	METERS PURCHASED	180,000.00	.00	43,415.25	23,675.00	112,909.75	62.72
6310	DIRECT BORING MACHINE ACCES.	8,500.00	.00	1,076.03	.00	7,423.97	87.34
6317	WATER LINE UPGRADES	100,000.00	.00	.00	.00	100,000.00	100.00
6320	FIRE HYDRANT REPLACEMENT PROGRAM	35,000.00	.00	.00	.00	35,000.00	100.00
6350	WATER BOOSTER STATIONS ENGINEERIN	28,000.00	.00	.00	.00	28,000.00	100.00
6355	EDA - WASHINGTON COUNTY INDUSTRIA	35,235.00	.00	23,303.16	2,179.51	9,752.33	27.67
	* WATER DISTRIBUTION *	1,738,818.00	.00	692,904.93	102,860.69	943,052.38	54.23

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
15400	* GARAGE *						
4100	SALARIES & WAGES	167,452.00	.00	101,100.25	.00	66,351.75	39.62
4210	PAYROLL TAXES (FICA)	12,810.00	.00	6,997.42	.00	5,812.58	45.37
4211	RETIREMENT	9,951.00	.00	5,965.78	.00	3,985.22	40.04
4212	EMPLOYEE INSURANCE	38,065.00	.00	25,266.22	.00	13,798.78	35.24
4214	UNEMPLOYMENT TAX (SUTA)	155.00	.00	.00	.00	155.00	100.00
4310	OFFICE SUPPLIES	300.00	.00	.00	.00	300.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	3,000.00	.00	2,059.53	.00	941.47	31.38
4313	TOOLS	12,810.00	.00	5,864.50	2,199.00	4,746.50	37.05
4314	SMALL EQUIP. & FURNISHINGS	9,217.00	.00	2,149.29	.00	7,067.71	76.68
4315	WELDING SUPPLIES	500.00	.00	124.62	.00	375.38	75.07
4324	JANITORIAL/CLEANING	2,500.00	.00	31.25	.00	2,468.75	98.75
4326	UNIFORM/CLOTHING	2,100.00	.00	1,582.02	588.46	1,126.44	53.64
4340	MISCELLANEOUS SUPPLIES	1,000.00	.00	328.93	.00	671.07	67.10
4350	SAFETY	1,000.00	.00	657.73	.00	342.27	34.22
4355	MEDICAL	1,000.00	.00	416.51	.00	583.49	58.34
4410	BUILDING MAINTENANCE	2,000.00	.00	3,457.94	.00	1,457.94	72.89
4415	WASH BAY MAINTENANCE & SUPPLIES	2,200.00	.00	1,130.52	.00	1,069.48	48.61
4420	EQUIPMENT REPAIRS	1,000.00	.00	237.49	.00	762.51	76.25
4510	ELECTRIC	12,000.00	.00	2,788.32	.00	9,211.68	76.76
4520	WATER	1,000.00	.00	403.38	.00	596.62	59.66
4550	TELEPHONE	2,250.00	.00	1,221.89	.00	1,028.11	45.69
4630	TRAVEL/TRAINING	1,000.00	.00	.00	.00	1,000.00	100.00
4710	GASOLINE/OIL	2,800.00	.00	512.02	.00	2,287.98	81.71
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	2,560.00	.00	396.38	.00	2,163.62	84.51
4735	GFS - TELEMATICS	300.00	.00	121.15	.00	178.85	59.61
5960	PENALTIES FOR LATE FILING	.00	.00	30.92	.00	30.92	100.00
	* GARAGE *	290,970.00	.00	162,853.06	1,610.54	126,506.40	43.47

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
15500	* WASTEWATER PLANT/CONSTRUCTION *						
4100	SALARIES & WAGES	636,567.00	.00	310,788.33	.00	325,768.67	51.17
4210	PAYROLL TAXES (FICA)	48,697.00	.00	22,171.21	.00	26,525.79	54.47
4211	RETIREMENT	37,795.00	.00	18,132.40	.00	19,662.60	52.05
4212	EMPLOYEE INSURANCE	115,424.00	.00	58,925.46	.00	56,498.54	48.94
4214	UNEMPLOYMENT TAX (SUFA)	435.00	.00	.00	.00	435.00	100.00
4310	OFFICE SUPPLIES	8,900.00	.00	6,662.85	.00	2,237.15	25.24
4312	EQUIP LEASES & MAINT CONTRACTS	6,500.00	.00	3,957.99	.00	2,542.01	39.10
4314	CONTRACTED LAB	16,500.00	.00	10,168.20	6,331.60	.00	.00
4315	IN-HOUSE LAB EXPENSE	20,000.00	.00	12,947.30	4,929.13	2,123.57	10.61
4316	CHEMICALS-CHLORINE	60,000.00	.00	43,928.40	14,018.55	2,053.05	3.42
4320	PRETREATMENT	5,000.00	.00	110.49	.00	4,889.51	97.79
4324	JANITORIAL/CLEANING	1,500.00	.00	141.81	.00	1,358.19	90.54
4326	UNIFORMS/CLOTHING	11,000.00	.00	5,315.08	990.11-	6,675.03	60.68
4328	POSTAGE	150.00	.00	106.56	.00	43.44	28.96
4340	MISCELLANEOUS SUPPLIES	5,500.00	.00	1,155.28	.00	4,344.72	78.99
4345	STONE AND ASPHALT	20,000.00	.00	7,761.88	12,238.12	.00	.00
4350	SAFETY	6,000.00	.00	2,755.15	.00	4,244.85	70.74
4410	BUILDING MAINT-PLANT	4,500.00	.00	2,603.50	.00	1,896.50	42.14
4411	BUILDING MAINT-COMPOST	3,000.00	.00	1,077.72	.00	1,922.28	64.07
4420	EQUIPMENT REPAIRS-PLANT	30,000.00	.00	300.00	.00	300.00-	100.00-
4422	EQUIPMENT REPAIRS-GENERATOR	10,000.00	.00	7,328.60	1,625.00	21,046.40	70.15
4431	SEWER REHABILITATION	30,000.00	.00	4,949.50	5,050.50	.00	.00
4432	SEWER LINES MAINT/UPGRADES	30,000.00	.00	24,638.49	7,570.34	2,208.63-	7.36-
4433	LIFT STATIONS MAINTENANCE	40,000.00	.00	27,965.71	28,331.33	16,297.04-	40.74-
4435	SLUDGE DISPOSAL FEES	25,000.00	.00	8,977.63	.00	16,022.37	64.08
4444	ELECTRICAL MAINTENANCE SERVICE	2,500.00	.00	2,375.90	860.00	735.90-	29.43-
4510	ELECTRIC-PLANT	145,000.00	.00	57,928.09	.00	87,071.91	60.04
4512	ELECTRIC-LIFT STATIONS	33,500.00	.00	22,783.83	.00	10,716.17	31.98
4513	ELECTRIC - ADMIN BLDG	5,000.00	.00	1,086.84	.00	3,903.16	78.06
4550	TELEPHONE/INTERNET	22,000.00	.00	12,250.22	.00	9,749.78	44.31
4655	GIS MAPPING SERVICES	15,000.00	.00	.00	.00	15,000.00	100.00
4710	GASOLINE/OIL	30,000.00	.00	21,363.69	.00	8,636.31	28.78
4720	TIRES	5,000.00	.00	571.49	.00	4,428.51	88.57
4730	VEHICLE REPAIRS/MAINT.	25,000.00	.00	14,420.59	658.97	9,920.44	39.68
4735	GPS - TELEMATICS	2,700.00	.00	1,453.80	.00	1,246.20	46.15
4740	TRAVEL/TRAINING	5,000.00	.00	1,449.00	.00	3,551.00	71.02
4823	EQUIPMENT RENT	15,000.00	.00	8,147.00	200.00-	7,053.00	47.02
4910	DUES/SUBSCRIPTIONS	18,000.00	.00	10,142.15	.00	7,857.85	43.65
4930	ANNUAL PERMIT FEES	8,000.00	.00	10,380.00	.00	2,380.00-	29.75-
5013	BOONE STREET - CIPF	125,000.00	.00	6,373.60	5,626.40	113,000.00	90.40
5014	DEBOT STREET - CIPF	125,000.00	.00	9,480.35	2,509.65	113,000.00	90.40
5015	USED SERVICE TRUCK	20,000.00	.00	20,000.00	.00	.00	.00
5016	EQUIPMENT TRAILER	10,000.00	.00	.00	.00	10,000.00	100.00
5017	VEHICLE PURCHASE(S)	110,000.00	.00	.00	.00	110,000.00	100.00
5018	SEWER PUMP A STATION	65,200.00	.00	.00	.00	65,200.00	100.00
5019	EDA - WASH COUNTY PROJECT	159,800.00	.00	.00	.00	159,800.00	100.00

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 TOWN OF JONESTBOROUGH
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
5020	POONES CREEK LIFT STATION	50,000.00	.00	.00	.00	50,000.00	100.00
5960	PENALTIES FOR LATE FILING	.00	.00	105.08	.00	105.08-	100.00-
	* WASTEWATER PLANT/CONSTRUCTION *	2,169,168.00	.00	782,191.17	89,559.48	1,298,417.35	59.85

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
15600	* WATER TREATMENT PLANT *						
4100	SALARIES & WAGES	411,081.00	.00	210,639.58	.00	200,441.42	48.75
4210	PAYROLL TAXES (FICA)	31,448.00	.00	15,241.99	.00	16,206.01	51.53
4211	RETIREMENT	24,408.00	.00	12,402.56	.00	12,005.44	49.18
4212	EMPLOYEE INSURANCE	63,368.00	.00	39,514.52	.00	23,853.48	37.64
4214	UNEMPLOYMENT TAX (SUVA)	330.00	.00	.00	.00	330.00	100.00
4310	OFFICE SUPPLIES	1,000.00	.00	267.85	.00	732.15	73.21
4312	EQUIP. LEASES & MAINT. CONTRACTS	5,500.00	.00	1,921.60	.00	3,578.40	65.06
4314	SMALL EQUIP. & FURNISHINGS	25,000.00	.00	2,763.53	3,184.63	19,051.84	76.20
4315	IN-HOUSE LAB EXPENSE	25,000.00	.00	9,100.25	10,219.59	5,680.16	22.72
4321	CONTRACT LAB/TESTING	15,000.00	.00	5,988.20	4,216.50	4,785.30	31.96
4322	CHEMICALS	250,000.00	.00	98,590.91	41,727.29	109,681.80	43.87
4323	INTAKE ACCESS ROAD MAINTENANCE	7,500.00	.00	.00	.00	7,500.00	100.00
4324	JANITORIAL/CLEANING	3,250.00	.00	412.54	.00	2,837.46	87.30
4326	UNIFORMS/CLOTHING	5,750.00	.00	3,680.20	473.80	2,543.60	44.23
4328	POSTAGE	700.00	.00	.00	.00	700.00	100.00
4340	MISCELLANEOUS SUPPLIES	4,500.00	.00	2,691.00	.00	1,809.00	40.20
4350	SAFETY	3,000.00	.00	525.74	.00	2,474.26	82.47
4355	MEDICAL	3,250.00	.00	1,690.54	.00	1,559.46	47.98
4410	BUILDING REPAIRS AND MAINTENANCE	60,000.00	.00	9,135.50	.00	50,864.50	84.77
4420	PLANT MAINT. & REPAIRS	120,000.00	.00	25,404.73	45,192.20	49,403.07	41.16
4425	EQUIPMENT REPAIRS/RENTALS	70,000.00	.00	19,627.30	9,385.00	40,987.70	58.55
4510	ELECTRIC	600,000.00	.00	222,592.23	.00	377,407.77	62.90
4520	WATER/GARAGE PICKUP	2,000.00	.00	815.00	.00	1,185.00	59.25
4550	TELEPHONE	12,000.00	.00	6,664.75	.00	5,335.25	44.46
4710	GASOLINE/OIL	8,000.00	.00	3,330.13	.00	4,669.87	58.37
4720	TIRES	2,500.00	.00	562.17	.00	1,937.83	77.51
4730	VEHICLE REPAIRS/MAINT.	12,500.00	.00	8,594.30	.00	3,905.70	31.24
4735	GPS - TELEMATICS	1,500.00	.00	323.25	.00	1,176.75	78.45
4740	TRAVEL/TRAINING	7,000.00	.00	.00	1,250.00	5,750.00	82.14
4910	DUES/SUBSCRIPTIONS	750.00	.00	167.26	.00	582.74	77.69
5021	NEW EXMARK LAWNMOWER	10,000.00	.00	.00	.00	10,000.00	100.00
5022	WTP PLANT ENGINEERING	251,450.00	.00	103,200.00	.00	148,250.00	58.95
5023	PLANT TRANSMISSION LINES	96,000.00	.00	16,992.00	.00	79,008.00	82.30
5024	WOODLAWN PUMP HOUSE REEROOF	9,000.00	.00	.00	.00	9,000.00	100.00
5960	PENALTIES FOR LATE FILING	.00	.00	69.50	.00	69.50	100.00
	* WATER TREATMENT PLANT *	2,142,785.00	.00	822,909.13	114,701.41	1,205,174.46	56.24

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FUND #040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH
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MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
15700	* WATER LINE PROJ.- WASH. COUNTY *						
4100	SALARIES & WAGES	.00	.00	108,912.82	.00	108,912.82	100.00-
4210	PAYROLL TAXES (FICA)	.00	.00	7,637.50	.00	7,637.50	100.00-
4211	RETIREMENT	.00	.00	5,921.02	.00	5,921.02	100.00-
4212	EMPLOYEE INSURANCE	.00	.00	25,132.84	.00	25,132.84	100.00-
4214	UNEMPLOYMENT TAXES (SUTA)	.00	.00	2.05	.00	2.05	100.00-
4310	OFFICE SUPPLIES	.00	.00	230.54	.00	230.54	100.00-
4326	UNIFORMS	.00	.00	1,535.76	130.00-	1,405.76	100.00-
4355	MEDICAL	.00	.00	803.95	.00	803.95	100.00-
4710	GAS/OIL	.00	.00	401.08	.00	401.08	100.00-
4730	VEHICLE REPAIRS/MAINTENANCE	.00	.00	3,450.35	.00	3,450.35	100.00-
5960	PENALTIES FOR LATE FILING	.00	.00	42.99	.00	42.99	100.00-
6009	SAYLOR HILL ROAD - CNTY WATER LIN	.00	.00	224,562.09	.00	224,562.09	100.00-
6010	DRY CREEK RD. - CNTY WATER LINE E	.00	.00	500,142.50	42,589.99-	457,552.51-	100.00-
6011	TAYLOR BRIDGE ROAD - CNTY WTR LIN	.00	.00	711,102.99	.00	711,102.99	100.00-
6013	JACKSON BRIDGE	.00	.00	243,805.22	.00	243,805.22	100.00-
6014	ROCKHOUSE ROAD	.00	.00	58,403.91	.00	58,403.91	100.00-
	* WATER LINE PROJ.- WASH. COUNTY *			1,892,087.61	42,719.99-	1,849,367.62-	100.00-
	---	10,561,640.00	.00	6,438,987.04	270,663.20	3,851,989.76	36.47

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
50000	**K-8 CAP.PROJ.FUND EXPENDITURES**						
4100	LEGAL & OTHER FINANCING COSTS	.00	.00	19,000.00	.00	19,000.00-	100.00-
4150	ARCHITECT FEES	.00	.00	50,104.47	.00	50,104.47-	100.00-
4200	ENGINEERING FEES	.00	.00	2,750.00	.00	2,750.00-	100.00-
4290	SURVEYING FEES	.00	.00	.00	1,000.00	1,000.00-	100.00-
4340	MISCELLANEOUS SUPPLIES	.00	.00	.00	2,018.75	2,018.75-	100.00-
4425	K-8 SCHOOL CONSTRUCTION	.00	.00	5,011,613.78	.00	5,011,613.78-	100.00-
4430	LANDSCAPING	.00	.00	9,895.00	.00	9,810.60-	100.00-
4440	EQUIPMENT-KITCHEN	.00	.00	396,223.98	.00	396,223.98-	100.00-
5170	INTEREST-INTERIM LOAN-PHASE II	.00	.00	880,561.73	.00	880,561.73-	100.00-
5200	PRINCIPAL-INTERIM FINANCING-FINNA	.00	.00	33,750,000.00	.00	33,750,000.00-	100.00-
	K-8 CAP.PROJ.FUND EXPENDITURES	.00	.00	40,120,148.96	89,934.35	40,210,083.31-	100.00-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
52000-901	TIGER PARK - LPRF GRANT	.00	.00	614,092.33	.00	614,092.33	100.00-
4957	TIGER PARK-LPRF-PLAYGROUNDS	.00	.00	614,092.33	.00	614,092.33	100.00-
	--SUB TOTAL--	.00	.00	614,092.33	.00	614,092.33	100.00-
4957	TIGER PARK-LPRF-ATHLETIC AREAS	.00	.00	579,169.00	.00	579,169.00	100.00-
	--SUB TOTAL--	.00	.00	579,169.00	.00	579,169.00	100.00-
4957	TIGER PARK-LPRF-PARK ACCESSORIES	.00	.00	.00	43,985.18	43,985.18	100.00-
	--SUB TOTAL--	.00	.00	.00	43,985.18	43,985.18	100.00-
	TIGER PARK - LPRF GRANT	.00	.00	1,193,261.33	43,985.18	1,237,246.51	100.00-

2/09/2024 *GL060D*
 FUND #-050 **K-8 CAP.PROJ.FUND EXPENDITURES**

TOWN OF JONESBOROUGH
 EXPENDITURE SUMMARY
 7/01/2023 - 12/31/2023

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 TIME 12:27
 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	& REMAIN.
55000	*Ag. Learning Center Expenditures*	.00	.00	1,955.00	.00	1,955.00-	100.00-
4430	LANDSCAPING	.00	.00	1,955.00	.00	1,955.00-	100.00-
	Ag. Learning Center Expenditures	.00	.00	41,315,365.29	133,919.53	41,449,284.82-	100.00-
	---FUND TOTAL---						

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 1

SUBJECT: Financial Report – *Special Accounts*

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

Town of Jonesborough
Current Year Property Tax Billing
As of January 31, 2024

	<u>Current Tax Year (2023-24)</u>	<u>Prior Tax Year (2022-23)</u>
<u>Property Appraised and Assessed Values</u>		
Real and Personal Property Value	658,721,526	617,430,740
Taxable Assessed Value	186,321,245	176,347,750
<u>Billings</u>		
Real and Personal	2,702,151	2,116,289
Public Utilities	33,867	35,874
Total Billings	2,736,018	2,152,163
Adjustments:		
Real and Personal Reductions	(756)	(967)
Real and Personal Pick-ups	634	2,054
Adjusted Tax Billing	2,735,896	2,153,250
Payments:		
Real, Personal and Public Utility	68.42% <u>(1,871,883)</u>	67.99% <u>(1,463,933)</u>
Property Tax Outstanding	31.58% <u>864,013</u>	32.01% <u>689,317</u>
Reconciliation to Open Tax Listing:		
Real and Personal	834,093	660,306
Public Utilities	29,920	29,011
Total Open Tax List	864,013	689,317
Difference	-	-

Town of Jonesborough
Property Taxes Receivable
As of January 31, 2024

Tax Year	Amount Billed	6/30/2023 Balance	Collected	Adjustments	1/31/2024 Balance	% Collected
2013	\$ 1,683,183	\$ 1,127	\$ -		\$ 1,127	99.93%
2014	1,698,685	1,968	-		1,968	99.88%
2015	1,714,059	650	95		555	99.97%
2016	1,734,978	763	-		763	99.96%
2017	1,764,377	1,009	-		1,009	99.94%
2018	1,797,636	1,550	-		1,550	99.91%
2019	1,914,327	2,765	-		2,765	99.86%
2020	1,961,968	1,632	80		1,552	99.92%
2021	2,028,891	14,209	8,950	345	5,604	99.72%
2022	2,116,289	83,214	43,909	208	39,513	98.13%
Totals		\$ 108,887	\$ 53,034	\$ 553	\$ 56,406	

2023 Real and Personal Taxes Billed	2,702,151	
2023 Public Utility Taxes Billed	33,867	
Collected Through 1/31/2024	(1,871,883)	68.42%
Total Adjustments:		
Reductions	(756)	
Pick-ups	634	
Balance 2023 Property Taxes	<u>864,013</u>	
Total Outstanding Property Taxes	<u><u>920,419</u></u>	

Town of Jonesborough
Comparative Local Sales Tax Collections

Retail Sales Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	Current Month % Growth	YTD % Growth
July	\$ 146,012.69	\$ 149,814.99	\$ 146,797.86	\$ 154,758.39	\$ 181,234.32	\$ 221,930.41	\$ 226,386.30	\$ 236,685.00	4.55%	4.55%
August	140,471.36	137,299.17	157,323.64	157,863.60	181,244.01	189,478.07	211,229.31	226,332.76	7.15%	5.80%
September	147,041.70	151,571.87	161,151.69	159,074.80	178,788.96	207,002.17	226,466.35	249,969.62	10.38%	7.36%
October	145,832.47	137,782.95	149,448.62	151,882.16	184,195.31	196,842.35	223,709.37	240,092.90	7.32%	7.35%
November	135,822.37	142,968.58	151,202.03	153,617.36	183,608.84	214,268.95	238,699.54	260,527.63	9.14%	7.73%
December	158,954.70	159,458.04	169,082.03	177,127.90	213,896.25	233,742.11	259,640.04			
January	134,244.03	127,416.58	135,234.22	140,781.81	179,991.50	190,334.77	212,252.13			
February	116,136.15	127,945.05	134,822.85	142,290.13	164,213.28	184,027.14	199,473.61			
March	160,456.20	156,129.40	162,786.00	183,966.80	215,568.04	223,679.00	242,969.97			
April	152,058.60	149,219.62	156,558.86	183,153.95	204,688.52	222,063.76	320,646.71			
May	151,258.53	156,267.02	167,495.96	196,546.46	214,867.25	238,459.96	246,079.54			
June	159,181.59	164,321.92	170,764.62	195,799.56	197,429.44	244,631.05	251,601.07			
Totals	\$ 1,747,470.39	\$ 1,760,195.19	\$ 1,862,668.38	\$ 1,996,862.92	\$ 2,299,725.72	\$ 2,566,459.74	\$ 2,859,153.94	\$ 1,213,607.91		

GENERAL FUND SAVINGS ACCOUNT ACTIVITY
 10-100-1117
 SOLID WASTE SAVINGS ACCOUNT ACTIVITY
 12-100-1112
 K-8 TIGER PARK SAVINGS ACCOUNT ACTIVITY
 50-100-1112
 2023-2024

	Undesignated	Cash Bonds Being Held	Mary Martin Program Funds	McKinsey Scholarship Fund	MR. Empire Stormwater Upgrade Pay	Monthly Deposit - GP Revenues	PEP Insurance Claim for SW Building	James Martin Ex. Contrib. Jiri/Jackson Theatre	James Martin Ex. Contrib. McKinney Center	Chivian Donations & Boyd Found. Grant-Dog Park	In-Line Sidewalk Reserve	Proceeds Bank of TM Loan SIM	PS Vehicles Loan Proceeds	Drug Liability Suit Funds	Total GP Savings 10-100-1117	Solid Waste Savings 12-100-1112	K-8 School WFC BOE Savings 12-100-1112	Total In Bank Account
6/30/2023	\$ 1,191,614.06	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,195,672.98	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ -	\$ 30,588.25	\$ 135,512.29	\$ 2,958,374.99	\$ 149,174.91	\$ -	\$ 3,107,549.90
7/1/2023						35,000.00							(20,117.60)		35,000.00			3,142,549.90
7/19/2023	20,117.60																	3,142,549.90
7/27/2023																5,000.00		3,147,549.90
7/31/2023	(100,000.00)														(100,000.00)			3,047,549.90
July Interest	4,659.06														4,659.06			3,052,208.96
7/31/2023	\$ 1,116,890.72	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,230,672.98	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ -	\$ 10,470.65	\$ 135,512.29	\$ 2,898,094.05	\$ 154,174.91	\$ -	\$ 3,052,208.96
8/7/2023						35,000.00									35,000.00			3,087,208.96
Aug Interest	4,594.89														4,594.89			3,091,803.85
8/31/2023	\$ 1,120,875.61	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,265,672.98	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ -	\$ 10,470.65	\$ 135,512.29	\$ 2,937,818.94	\$ 159,174.91	\$ -	\$ 3,096,993.85
8/7/2023						35,000.00									35,000.00			3,131,793.85
9/20/2023																		3,136,793.85
9/25/2023												1,000,000.00			1,000,000.00			4,136,793.85
9/25/2023	(20,000.00)														(20,000.00)			4,116,793.85
Sept. Interest	4,779.97														4,779.97			4,121,573.82
9/30/2023	\$ 1,105,795.58	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,300,672.98	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 1,000,000.00	\$ 10,470.65	\$ 135,512.29	\$ 3,097,898.91	\$ 164,174.91	\$ -	\$ 4,121,573.82
10/5/2023						35,000.00									35,000.00			4,156,573.82
10/17/2023	(100,000.00)														(100,000.00)			4,056,573.82
10/18/2023	(225,000.00)					(938,592.33)									(225,000.00)			3,831,573.82
10/31/2023*															(938,592.33)			2,892,981.49
10/31/2023																		2,897,981.49
Oct. Interest	2,643.02														2,643.02			2,900,624.51
10/31/2023	\$ 781,998.40	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 397,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 1,000,000.00	\$ 10,470.65	\$ 135,512.29	\$ 2,731,449.00	\$ 169,174.91	\$ -	\$ 2,900,624.51
11/14/2023						35,000.00									35,000.00		300,000.00	3,230,624.51
11/9/2023																		3,235,624.51
11/27/2023																		3,340,624.51
Nov. Interest	1,853.42														1,833.42			3,342,457.93
11/30/2023	\$ 785,232.02	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 432,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 1,000,000.00	\$ 10,470.65	\$ 135,512.29	\$ 2,763,283.02	\$ 174,174.91	\$ 300,000.00	\$ 3,342,457.93
12/5/2023						35,000.00									35,000.00			3,377,457.93
12/21/2023															(677,695.23)			2,699,762.70
12/21/2023																		2,654,762.70
Dec. Interest	1,320.14														1,320.14			2,656,082.84
12/31/2023	\$ 786,552.16	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 467,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 322,304.77	\$ 10,470.65	\$ 135,512.29	\$ 2,126,907.91	\$ 179,174.91	\$ 300,000.00	\$ 2,656,082.84
Jan. Interest	993.45														993.45			2,657,076.29
1/31/2024	\$ 787,545.61	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 467,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 322,304.77	\$ 10,470.65	\$ 135,512.29	\$ 2,127,901.36	\$ 179,174.91	\$ 300,000.00	\$ 2,657,076.29

*Transfer to advance funds due from State on LPRF Grant for down payments on Playground Equipment and Athletic Field Lighting; will be transferred back to Savings when LPRF funds received.

Jackson Theater Project
RD Cost Overrun Loan

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

2022-23/2023-24 Loan Draws (3-010-030000-3993)

8/19/2022 Draw #6 - Ken Ross Architects - As Approved by BMA	(70,000.00)	
9/21/2022 Draw #7 - GRC Pay App Dated 8/31/22	(233,105.36)	
10/17/2022 Draw #7 - GRC Pay App Dated 8/31/22	(112,412.76)	
2/3/2023 Draw #8 - GRC Pay Apps Dated 11/30/22 & 12/31/22	(249,847.14)	
2/16/2023 Draw #9 - GRC Pay Apps Dated 1/31/23	(113,613.91)	
4/24/2023 Draw #11 - BrightRidge	(28,977.00)	
4/4/2023 Draw #10 - Clark Nexsen	(7,350.00)	
4/4/2023 Draw #10 - GRC Pay Apps Dated 2/28/23	(144,153.65)	
5/19/2023 Draw #11 - GRC Pay Apps Dated 3/31/23	(137,145.14)	
5/19/2023 Draw #11 - GRC Pay Apps Dated 4/30/23	(114,556.84)	
6/20/2023 Draw #12 - GRC Pay Apps Dated 5/31/23	(76,708.84)	
7/27/2023 Draw #13 - GRC Pay Apps Dated 6/30/23 AR/AP	(97,198.63)	
8/16/2023 Draw #14 - East TN Sprinkler Dated 3/28/23&4/2 AR/AP	(41,038.78)	
9/11/2023 Draw #15 - GRC Pay App #36	(90,820.15)	
9/11/2023 Draw #16 - GRC Pay App #37	(113,692.00)	
9/29/2023 Draw #17 - GRC Pay App #38	(162,418.10)	
11/20/2023 Draw #18 - GRC Pay App #40	(282,056.43)	
12/8/2023 Draw #19 - GRC Pay App #39	(108,297.53)	
12/14/2023 Draw #20 - GRC Pay App #41	(62,676.79)	
Total 2022-23/2023-24 Draws	(2,246,069.05)	
Retainage Payable - 2022-23/2023-24*	(110,458.07)	
Balance of Loan Funds Available		<u>1,224,643.83</u>

* Funds not yet drawn for Retainage (149,426.99)

GRC Contract	1,778,000.00	
Change orders	4,117,973.95	
Amended Contract value	5,895,973.95	
Total GRC Expenditures (including retainage)	(4,772,952.16)	
Contract remainder (excluding retainage)	1,123,021.79	

East Tennessee Sprinkler Co	76,981.00	
Change orders (BMA approved 5.8.23)	14,200.00	
Amended Contract value	91,181.00	
Total Expenditures	(82,974.41)	
Contract remainder	8,206.59	

BAN obligated to Stage Door Concessions 30,000.00 **

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

Balance of funds after contract obligations 63,415.45

Note: This report will be presented in-lieu of the detail contract analysis for GRC. Detail reports available upon request.

Town of Jonesborough
 Goins Rash Cain, Inc. (GRC) Contract
 Jackson Theatre Renovations and Additions
 Project Account # 4-10-14200-6318
 Retainage Account # 10-200-2350

App. #	Total Complete and Stored	Less Retainage	Total Paid Less Retainage	Contract Balance Less Retainage	Date Paid	Ck #
1	\$ 62,849.26	\$ 3,142.46	\$ 59,706.80	\$ 5,895,973.95	5/14/2019	92740
2	96,447.38	4,822.37	91,625.01	5,833,124.89	6/29/2019	93233
3	129,485.61	6,474.28	123,011.33	5,736,677.31	7/10/2019	93376
4	189,839.91	9,492.00	180,347.91	5,607,191.70	8/23/2019	93734
5	303,943.04	15,197.15	288,745.89	5,417,351.79	9/16/2019	93984
6	104,227.45	5,211.37	99,016.08	5,113,408.75	10/17/2019	94271
7	59,984.90	2,999.25	56,985.65	5,009,181.30	12/4/2019	94726
8	112,999.45	5,649.97	107,349.48	4,949,196.40	12/13/2019	94862
9	152,503.59	7,625.18	144,878.41	4,836,196.95	2/13/2020	95375
10	113,985.10	5,699.25	108,285.85	4,683,693.36	3/30/2020	95726
11	347,106.72	17,355.34	329,751.38	4,569,708.26	4/22/2020	95987
12	43,956.85	2,197.84	41,759.01	4,222,601.54	5/26/2020	96243
13	48,485.24	(85,866.46)	134,351.70	4,178,644.69	8/7/2020	96893
14	18,579.01	-	18,579.01	4,130,159.45	11/10/2020	97565
15	45,004.65	2,250.23	42,754.42	4,111,580.44	3/25/2021	98538
16	96,914.71	4,845.74	92,068.97	4,066,575.79	3/25/2021	98538
17	77,251.42	3,862.57	73,388.85	3,969,661.08	6/10/2021	99193
18	108,730.95	5,436.55	103,294.40	3,892,409.66	5/25/2021	99056
19	44,170.12	2,208.50	41,961.62	3,783,678.71	6/30/2021	99446
20	54,641.64	2,732.08	51,909.56	3,739,508.59	2/15/2022	101552
21	137,699.95	6,885.00	130,814.95	3,684,866.95	4/1/2022	101992
22	104,922.49	5,246.13	99,676.36	3,547,167.00	4/25/2022	102165
23	36,758.33	1,837.91	34,920.42	3,442,244.51	7/13/2022	102981
24	43,512.93	2,174.70	41,338.23	3,405,486.18	7/13/2022	102981
25	29,790.12	1,489.51	28,300.61	3,361,973.25	8/10/2022	103271
26	245,374.06	12,268.70	233,105.36	3,332,183.13	9/21/2022	103603
27	118,329.22	5,916.46	112,412.76	3,086,809.07	10/18/2022	103923
28	224,814.79	11,240.74	213,574.05	2,968,479.85	2/8/2023	105049
29	38,182.20	1,909.11	36,273.09	2,743,665.06	2/8/2023	105049
30	119,593.59	5,979.68	113,613.91	2,705,482.86	2/16/2023	105119
31	151,740.69	7,587.04	144,153.65	2,585,889.27	4/5/2023	105616
32	144,363.30	7,218.16	137,145.14	2,434,148.58	5/22/2023	106117
33	120,586.15	6,029.31	114,556.84	2,289,785.28	5/22/2023	106117
34	80,746.15	4,037.31	76,708.84	2,169,199.13	6/29/2023	106514
35	102,314.34	5,115.71	97,198.63	2,088,452.98	7/28/23 AP	106835
36	95,600.16	4,780.01	90,820.15	1,986,138.64	9/11/2023	107336
37	119,675.79	5,983.79	113,692.00	1,890,538.48	9/11/2023	107336
38	170,966.42	8,548.32	162,418.10	1,770,862.69	9/29/2023	107456
39	113,997.41	5,699.87	108,297.54	1,599,896.27	12/8/2023	108180
40	296,901.51	14,845.08	282,056.43	1,485,896.86	9/29/2023	107456
41	65,975.57	3,298.78	62,676.79	1,188,997.35	9/29/2023	107456
				1,123,021.78		

\$ 4,772,952.17 \$ 149,426.99 \$ 4,623,525.18

Contract Changes:

Original Contract		Revised Contract
Change Order #1	4,128.06	\$ 1,778,000.00
Change Order #2	11,236.44	
Change Order #3	18,579.01	
Change Order #4	130,823.00	
Change Order #5	215,325.00	
Change Order 6A	4,852.68	
Change Order #7	2,440,000.00	
Approved pay app 21 (8)	11,760.00	
Deduction (pay app 23)	(2,882.25)	
Change Order #9	18,556.90	
Change Order #10 (Time extension only)	-	
Change Order #11	979,200.00	
Change Order #12	286,395.11	
	<u>4,117,973.95</u>	
		<u>\$ 5,895,973.95</u>

\$400,000 STATE APPROPRIATION FUNDS:

9/5/18	Funds Received	\$	400,000.00
5/15/19	GRC Inc. - Pay Request #1		(59,708.80)
6/29/19	GRC Inc. - Pay Request #2		(91,625.01)
7/11/19	GRC Inc. - Pay Request #3		(123,011.33)
8/14/19	GRC Inc. - Pay Request #4		(125,656.86)
	Accrued Interest Through 8/31/201		3,394.42
9/16/19	GRC Inc. - Pay Request #6		(3,394.42)
	Balance of Funds	\$	-

Payments by Source Thru GRC Pay Request #40 (#39 missing)

State Appropriation	\$	403,394.42	
ECD Tourism Enhancement Grant		50,000.00	
ARC Grant		437,176.90	
RD Loan #1		998,365.73	
ECU Contribution		103,038.70	
Sonia King/Martin Estate Contribution		145,888.02	
RD Loan #2 Draws (Interim Financing Thru Fi		386,960.13	FY22
RD Loan #2 Draws (Interim Financing Thru Fi		2,098,703.28	FY23/24
	\$	4,623,525.18	

Stage Door Project Analysis

Project area	Comments	Company	Project Manager Cost Estimate	P.O. Issued	Expenses Paid	Expenses/Items not applied to P.O.	P.O. Balance - Note - All liquidated at 6/30	Balance Remaining ***	Notes
***Balance remaining column is judgement based on P.O. vs Estimate									
Framing/Construction	Includes cabinet install, box office booth, woodwork (Original estimate to BMA 35,400 8/8/22 Item 7-f)	Lewis Hulst/CD Builders	45,000.00	0.00	206,067.50	206,067.50	0.00	0.00	Balance Unknown - past original estimate
Framing/Construction	Purchased by Lewis on town account	Lewis	0.00	5,000.00	15,609.70	10,609.70	0.00	0.00	Used balance of P.O.
Framing/Construction	Lumber - Ordered by Lewis	Builders First Source	0.00	0.00	1,683.42	1,683.42	0.00	0.00	
Framing/Construction	Equipment Rental - Ordered by Lewis	East TN Rent-All	0.00	0.00	48.19	48.19	0.00	0.00	
Framing/Construction	Misc mortar? - Ordered by Lewis	C&C Masonry Supply	0.00	42.55	42.55	0.00	0.00	0.00	
Framing/Construction	Lumber for facade repair - Lewis	East Tennessee Millwork	0.00	0.00	2,128.58	2,128.58	0.00	0.00	
Electrical - Materials	Cable - Lewis?	Williams Electric	10,000.00	103.65	7,885.28	7,360.30	50.67	2,114.72	Used P.O. less acutal expenses. More P.O. reduced from line item than issued. System allows...
Electrical - Materials	Additional items needed by Herman Archer	Williams Electric	0.00	5,404.40	8,687.39	3,282.99	0.00	0.00	
Electrical - Labor		Herman Archer	8,000.00	3,050.00	12,935.00	9,885.00	0.00	0.00	Estimate less acutal expense
Light Fixtures	Wall Sconces downstairs	American Lightning	2,010.71	0.00	2,166.65	2,166.65	0.00	0.00	
Light Fixtures		American Lightning	0.00	1,736.85	2,087.40	-2,087.40	0.00	0.00	Added 4/26
HVAC	2 - 6 ton units, installation, per hour costs	TNT Heating & Air	80,000.00	38,237.10	71,027.10	32,790.00	0.00	8,972.90	Estimate less acutal expense
Plumbing	Materials & Labor	Strickland Plumbing	8,800.00	0.00	4,500.00	4,500.00	0.00	4,300.00	
Plumbing	6 commodes, 2 urinals, 8 flush valves, 5 sinks and faucets	Modern Supply		2,955.35	4,883.79	0.00	-1,928.44	0.00	P.O. used beyond issuance
Bathroom Fixtures	Trash cans, grab bars, towel holders	Trimble Company	1,500.00	0.00	1,252.00	1,252.00	0.00	248.00	
Bathroom Accessories	Ordered 10/22	Trimble Company	7,263.00	10,743.00	3,480.00	0.00	0.00	0.00	Excess is installation
Bathroom Partitions	Includes 1st floor file	Wisco / Gaylin	20,857.57	20,518.76	0.00	338.81	338.81	0.00	
Bathroom Floor - Materials		Ed Lyte Tile	19,774.00	19,774.00	26,934.00	7,160.00	0.00	0.00	
Bathroom Floor - Installation		E.S. Dockery	12,000.00	9,330.00	15,200.00	0.00	-5,870.00	9,330.00	P.O. contract price
2nd Floor Carpet		Builders First Source	12,252.80	12,252.80	12,252.80	0.00	0.00	0.00	
Front Door	Door 5,077.80/Hardware 7,175	Keller Glass	4,000.00	4,411.13	4,658.46	247.33	0.00	0.00	Used P.O. for balance due
Front Facade Glass	Includes Installation	A&D Masonry	1,650.00	0.00	1,650.00	1,650.00	0.00	0.00	
Front Brick Columns	2 Columns	Creative Masonry	700.00	0.00	700.00	700.00	0.00	0.00	
Staining of Brick Mortar		TBD	1,000.00	0.00	0.00	0.00	0.00	1,000.00	P.O. applied incorrectly. Contract balance
Stucco Repair	Same firm as Jackson?								P.O. accurate.
Interior Doors	Ordered 10/22	Trimble Company	13,780.00	13,780.00	13,338.00	0.00	0.00	442.00	
Door frame/hinges	Ordered by Lewis	Trimble Company	0.00	0.00	915.00	915.00	0.00	0.00	
Closers	Ordered by Lewis	Trimble Company	0.00	0.00	392.00	392.00	0.00	0.00	
Concession Cabinets	Cabinets and granite countertop - Both Floors	Builders First Source	31,692.79	31,792.79	31,792.79	0.00	0.00	0.00	
Concession Equipment	30,000 USDA Loan	Kalom Restaurant Supply	18,548.10	0.00	18,650.61	18,650.61	0.00	0.00	30K from RD, Request pending?
Sheet Rock	Materials, Installation, Finishing (includes all ceilings)	Full Circle Construction	13,750.00	13,750.00	13,850.00	100.00	0.00	0.00	
Painting	Walls & Ceiling	Cooper Painting	11,433.50	11,433.50	9,833.50	0.00	1,600.00	1,600.00	
Drop Ceiling - Installation	Acoustic Tile Materials	Dockery Floor Covering	8,850.00	0.00	8,850.00	0.00	0.00	0.00	
Drop Ceiling - Materials	110 Tiles/Shipping	American Tin	1,874.40	1,874.40	1,874.40	0.00	0.00	0.00	

Town of Jonesborough
General Fund
Fund Balance Reserve Accounts
As of January 31, 2024

	Reserve	Revenue	Expenditure	Balance		Revenues	Expenditures	Transfer (To)/From Unrestricted	Fund Balance	Balance 1/31/2024
				6/30/2023	1/31/2024					
McKinney Scholarship Fund	10-200-2702	10-30000-3774	10-14500-5020	17,126.94		475.00	-		17,601.94	
Senior Center - Special Projects	10-200-2703	10-30000-3963	10-14100-4960	47,924.61		21,770.20	(29,244.19)		40,450.62	
PS Driving School Tech Fees	10-200-2706	10-30000-3717	10-12000-4520	11,174.00		900.00	-		12,074.00	
PS Gun Permit Classes	10-200-2707	10-30000-3719	10-12000-4515	12,240.00		-	-		12,240.00	
Police Litigation	10-200-2708	10-30000-3713	10-12000-4500	71,729.86		9,857.84	(3,000.00)		78,587.70	
Volunteer Fire	10-200-2709	10-30000-3968	10-12200-4955	2,528.45		-	-		2,528.45	
Campground Reserve	10-200-2710	10-30000-3668	10-14200-4416	23,907.16		-	-		23,907.16	
PS Electronic Citation Fee	10-200-2711	10-30000-3718	10-12000-4505	25,351.61		1,672.00	-		27,023.61	
Chuckey Depot Museum Rev	10-200-2712	10-30000-3976	10-14200-4962	6,698.95		3,670.46	(1,054.98)		9,314.43	
Veterans War Memorial	10-200-2713	10-30000-3475	10-11000-4906	16,287.84		-	(822.34)		15,465.50	
Flag Replacement	10-200-2716	10-30000-3975	10-14200-4946	3,331.46		2,361.00	(361.37)		5,331.09	
Tree & Townscape	10-200-2717	10-30000-3493	10-14200-6336	2,519.62		15.95	-		2,535.57	
Recreation Fundraising	10-200-2718	10-30000-3664	10-14200-4417	16,556.89		-	-		16,556.89	
Clerk Electronic Citation Fees	10-200-2720	10-30000-3725	10-12000-4507	7,385.61		418.00	-		7,803.61	
Cemetery Maintenance Fund	10-200-2723	10-30000-3977	10-14200-4947	3,838.94		-	-		3,838.94	
In-Lieu Sidewalk Reserve	10-200-2728	10-30000-3955	Board	60,819.75		3,680.00	-		64,499.75	
Keep Jonesborough Beautiful	10-200-2730	10-30000-3974	10-14200-4952	-		48.00	(60.00)		(12.00)	
Total Presented Reserved Amounts				329,421.69		44,868.45	(34,542.88)	-	339,747.26	

Town of Jonesborough
Health Reimbursement Account
2023-24 Fiscal Year

Date	Fund				Balance
	General	Solid Waste	Water/Sewer	Total	
6/30/2023	\$ 96,358.27	\$ 37,513.34	\$ 71,771.49	\$ 205,643.10	\$ 205,643.10
Deposit	2,730.00	750.00	2,310.00	5,790.00	211,433.10
Fees	(1,074.44)	-	-	(1,074.44)	210,358.66
7/17/2023	(7,047.07)	-	(2,976.50)	(10,023.57)	200,335.09
7/31/2023	(3,587.25)	(1,522.25)	(372.00)	(5,481.50)	194,853.59
7/31/2023	\$ 87,379.51	\$ 36,741.09	\$ 70,732.99	\$ 194,853.59	
Aug Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 200,643.59
Fees	(315.00)			(315.00)	200,328.59
8/7/2023		(3,787.93)		(3,787.93)	196,540.66
8/14/2023		(11,899.09)		(11,899.09)	184,641.57
8/21/2023			(666.58)	(666.58)	183,974.99
8/28/2023	(376.74)			(376.74)	183,598.25
8/31/2023	\$ 89,417.77	\$ 21,804.07	\$ 72,376.41	\$ 183,598.25	
Sept Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 189,388.25
Fees				-	189,388.25
9/1/2023	1,344.99			1,344.99	190,733.24
9/8/2023	(4,128.83)		(6,040.95)	(10,169.78)	180,563.46
9/15/2023	(902.07)		(50.00)	(952.07)	179,611.39
9/22/2023	(568.00)		(3,500.00)	(4,068.00)	175,543.39
9/30/2023	\$ 87,893.86	\$ 22,554.07	\$ 65,095.46	\$ 175,543.39	
Oct Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 181,333.39
10/2/2023	(34.28)	373.32	(371.26)	(32.22)	181,301.17
10/10/2023	(1,612.64)		(188.37)	(1,801.01)	179,500.16
10/16/2023	(197.46)		(71.95)	(269.41)	179,230.75
10/23/2023	(129.42)		(342.01)	(471.43)	178,759.32
10/30/2023	(246.95)		(821.22)	(1,068.17)	177,691.15
10/31/2023	\$ 88,403.11	\$ 23,677.39	\$ 65,610.65	\$ 177,691.15	
Nov Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 183,481.15
11/6/2023			(246.34)	(246.34)	183,234.81
11/13/2023	1,145.98			1,145.98	184,380.79
11/20/2023	(84.16)		(307.22)	(391.38)	183,989.41
11/27/2023	(508.68)		(50.00)	(558.68)	183,430.73
11/30/2023	\$ 91,686.25	\$ 24,427.39	\$ 67,317.09	\$ 183,430.73	
Dec Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 189,220.73
12/4/2023			(50.00)	(50.00)	189,170.73
12/11/2023	(376.74)			(376.74)	188,793.99
12/26/2023	(128.81)		(1,512.98)	(1,641.79)	187,152.20
12/31/2023	\$ 93,910.70	\$ 25,177.39	\$ 68,064.11	\$ 187,152.20	
6/30/2023 Balance			\$ 205,643.10		
Year-to-date HRA Contributions			34,740.00		
Year-to-date HRA Fees			(1,389.44)		
Year-to-date HRA Claims			(51,841.46)		
11/30/2023 Balance			\$ 187,152.20		

Note: January details not available at time of publication

Town of Jonesborough
K-8 School Construction Project

Total Loan Draws		38,669,001.39
Less 2020-21 Payments	(3,415,481.66)	
Less 2021-22 Payments	(12,727,076.05)	
Less 2022-23 Payments	(15,708,035.77)	
Less 2023-24 Payments	<u>(6,861,640.46)</u>	
Total Project Payments		(38,712,233.94)
1/24/2021 Transfer from General Fund Checking		20,000.00
Cleared by check #1094 to Town of Jonesborough		<u>(20,000.00)</u>
Loan Draws Less Payments Plus Transfer From GF		<u>(23,232.55)</u>
Tree Grant Reimbursement (Expenditure of K-8 reimbursed by grant)		7,970.00
Loan Draws Less Payments		<u>(31,202.55)</u>
Balance of Cash on Hand		<u>(23,232.55)</u>
Balance of Cash on Hand 8/31/23:		
Pinnacle Checking Account #1 (BAN Proceeds Balance ONLY presented here)***		-
Pinnacle Checking Account #2		<u>12,850.72</u>
*** Contains Balance of TN Ag Learning Center Grant. Separate Project under department No. 5500		<u>12,850.72</u>
INTERIM LOAN FUNDS:		
Total Funds Available	42,750,000.00	
Total Draws	<u>(38,669,001.39)</u>	
Balance of Loan Funds Available		4,080,998.61
Balance of Contract With Burwil Construction (including retainage)	(3,811,266.63)	
Balance of Contract With Clark Nexsen	(22,500.00)	
Balance of Contract With Bureson Construction, Inc	(60,106.73)	
Balance of Contract With TriMark (Kitchen Equip)	-	
Balance of Funds After Contract Obligations	<u>187,125.25</u>	

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

Water/Sewer Savings Account & Money Market Account
40-100-1125/40-100-1126
2023-24

	Unreserved	Equipment Reserves	Debt Service Reserve	County Crew Advanced Labor	2022 \$1M COM Note	ARPA Funds	40-200-2139 Line Extensions	Total
6/30/2023								
To Savings from Revenue	\$ 1,887.17	\$ 271,281.13	\$ -	\$ 48,257.30	\$ 477,821.05	\$ 453,119.24	\$ -	\$ 1,247,885.75
7/5/2023							16,106.22	
Reallocate ARPA (\$1M spent (June AP)	81,784.00				(5,724.00)	(78,060.00)		
7/13/2023								
To OPM (Used County Trucks, Operating Exp)	(4,700.00)	(40,000.00)			(10,300.00)			
7/24/2023								
To OPM - Operating Expenses	(30,000.00)							
7/31/2023								
Reallocate Used County Crew Labor	27,224.28			(27,834.28)				
7/31/2023								
To Savings from Revenue			86,423.25					
7/31/2023								
July Interest	675.29							
8/75/2023								
Balance as of July 31, 2023	\$ 79,270.88	\$ 231,281.13	\$ 86,423.25	\$ 21,432.82	\$ 456,797.05	\$ 274,887.24	\$ 16,306.22	\$ 1,246,570.49
8/10/2023								
To OPM for ARPA/\$1M COM expenses					(2,600.00)	(97,640.00)		
8/21/2023								
Reallocate County Crew use of labor	18,171.59			(18,172.59)				
8/21/2023								
Reallocate \$1M COM use on projects	(1,604.46)				(1,604.46)			
8/21/2023								
To OPM for operations	(50,000.00)							
8/24/2023								
TDEC ARPA Funds (for 1M COM payroll)			805,058.86					
8/24/2023								
To OPM (\$1M COM Princ. Pmt)			(805,000.00)					
Revenue to Savings - Advanced Funding for								
County Crew labor costs				74,202.50				
8/30/2023								
Reallocate ARPA/\$1M spent	44,152.00				(1,000.00)	(43,152.00)		
8/31/2023								
Reallocate County Crew use of labor								
8/31/2023								
August Interest	675.29							
8/31/2023								
August Interest - MMA	252.99							
8/31/2023								
Balance as of August 31, 2023	\$ 50,986.21	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 451,592.59	\$ 274,887.24	\$ 16,306.22	\$ 1,232,138.31
8/29/2023								
September Interest	678.56							
8/29/2023								
September Interest - MMA	263.11							
8/29/2023								
Balance as of September 30, 2023	\$ 51,927.88	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 451,592.59	\$ 274,887.24	\$ 16,306.22	\$ 1,231,050.00
10/01/2023								
Prepaid Water Line Extension Materials								
10/31/2023								
October Interest	352.89						31,629.16	
10/31/2023								
October Interest - MMA	280.78							
10/31/2023								
Balance as of October 31, 2023	\$ 52,561.55	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 451,592.59	\$ 274,887.24	\$ 47,935.38	\$ 1,265,312.81
11/07/2023								
Perma Corp Invoice					(67,899.35)			
11/07/2023								
Perma Corp Retainage Pmt to 1st Horizon					(8,579.65)			
11/28/2023								
Blue Water Invoice					(3,219.12)			
11/28/2023								
East TN Rent-alls Invoice					(2,900.00)			
11/28/2023								
Pegasus Enterprises					(4,065.60)			
11/28/2023								
East TN Rent-alls Invoice					(2,700.00)			
11/28/2023								
East TN Rent-alls Invoice					(3.30)			
11/30/2023								
November Interest	325.26							
11/30/2023								
November Interest - MMA	253.36							
11/30/2023								
Balance as of November 30, 2023	\$ 53,100.17	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 387,231.57	\$ 274,887.24	\$ 47,935.38	\$ 1,281,540.43
12/11/2023								
Comm. Dev. Partners Invoice (pd. 8/31)					(5,000.00)			
12/11/2023								
Comm. Dev. Partners Invoice (pd. 12/23)					(15,000.00)			
12/29/2023								
December Interest	159.49							
12/29/2023								
December Interest - MMA	254.70							
12/29/2023								
Balance as of December 31, 2023	\$ 53,564.36	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 387,231.57	\$ 254,887.24	\$ 47,935.38	\$ 1,261,954.62
1/21/2024								
Comm. Dev. Partners Invoice (pd. 10000)						(7,000.00)		
1/31/2024								
January Interest	174.29							
1/31/2024								
Balance as of January 31, 2024	\$ 53,688.65	\$ 231,281.13	\$ 135,441.20	\$ 71,633.74	\$ 387,231.57	\$ 247,887.24	\$ 47,935.38	\$ 1,255,078.91
Balance in Savings Account	\$ 582,382.72	First Horizon						
Balance in Money Market Account	\$ 572,686.19	Bank of TN						
	\$ 1,155,078.91							

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

Water Fund Capital Projects Summary

Project	*** WTP/ Transmission Lines		*** AVE/AMR Motors		*** Wash Co. Inf Sewer/Lift		*** SR 34 Bridge Replacement		*** JB H. Loop Set up Costs		*** N. Loop Engineering		*** Contracted H. Loop		K-B Sewer		K-B Water		Sewer Rehab		Sewer Pump St. A		Water Scooter Stations		Balance											
	40-1560-5022-7003	40-100-1702	40-1550-9059	40-1550-9020	40-100-1731/1734	40-1530-6030	40-100-1731/1734	40-100-1731/1734	40-100-1731/1734	40-100-1732	40-100-1733	40-100-1732	40-100-1733	40-100-1733	40-100-1733	40-100-1732	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733	40-100-1733									
Project Total Budget	3,403,816.00	1,290,000.00	250,000.00	1,348,184.00	1,348,184.00	24,240.00	292,000.00	340,000.00	7,191,340.00																											
Project Total Contract(s)	2,035,000.00	4,000,830.00	760,026.44	182,000.00	1,278,594.20	1,278,594.20	40,851.20	492,801.75	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00	110,000.00								
Project Expenditures FY23	3,290,800.00	4,400,646.00	834,689.13	197,820.60	21,349.18	21,349.18	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05							
Expenditures FY24	127,192.00	75,079.00	23,303.16	40-1530-6030/413-52116-870	413-52113-974	413-52113-978	413-52114-818	413-14933,14936	413-14933,14936	413-14934	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935	413-14935							
Accounts - FY24	3,417,992.00	4,483,719.00	857,992.29	197,820.60	21,349.18	21,349.18	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05						
Total Expenditures	3,545,184.00	4,558,798.00	881,295.45	197,820.60	21,349.18	21,349.18	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05	89,088.05						
Funding Sources																																				
Grant - Planned	3,320,879.94	(1,663,934.25)	(1,000,596.51)	(650,000.00)	(21,349.18)	(21,349.18)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)							
Grant - Actual	3,320,138.06	(1,410,992.00)	(342,409.83)	(650,000.00)	(20,605.30)	(20,605.30)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)	(89,088.05)						
County - Planned	88,033.31		(88,033.31)																																	
County - Actual	88,032.75		(88,032.75)																																	
4.75M CON - Planned	4,725,500.00	(3,377,316.00)																																		
4.75M CON - Actual	4,725,500.00	(3,353,088.63)																																		
1.25M CON - Planned	1,222,500.00	(454,537.37)																																		
1.25M CON - Actual	1,222,500.00	(454,537.37)																																		
3M CON - Planned	2,000,000.00	(75,079.00)																																		
3M CON - Actual	2,000,000.00	(75,079.00)																																		
Local Funds - Planned	1,991,065.75		(650,000.00)	(250,000.00)	(743.88)	(743.88)																														
Local Funds - Actual	1,991,065.75		(627,569.71)	(197,420.60)	(743.88)	(743.88)																														
Local Funds Pending Reimb.	7,000.00	0.00																																		

*** Detail tracked through separate project analysis

Notes: (C) = BMA approved effective reclamation of funds spent against note proceeds at July meeting. Labor tracked in line substations (C) (C) (C)

(A) = Net of debt issuance costs
 (B) = Balance \$504,224.70 used to fund 7/1 CON payments (452,126.03) and Reimb. Equip Reserve (52,098.67). Note issued in anticipation of TOEC funds to be used for unrestricted purposes per resolution.
 (C) = BMA approved effective reclamation of funds spent against note proceeds at July meeting.
 NOTE: This report presented in lieu of detail project tracking at BMA meetings. Detail reports for tracked projects will be available upon request.

Town of Jonesborough
 Washington County Water Lines Funding
 Individual Projects
 As of January 31, 2024

Description	Greenwood Drive	Hwy 815	Ralph Host	Mistone Hollow	Saylor Hill	Dry Creek	Taylor Bridge	Matches Circle	Jackson Bridge	Rockhouse Road	Labor	Other	Total	EDA		
														(Separate Analysis)	Adjusted Total	
Funding:																
County 12/10/21											74,202.49		74,202.49		74,202.49	
County 3/21/22											148,405.00		148,405.00		148,405.00	
County 5/11/22											148,333.07		148,333.07		148,333.07	
County 10/5/22	288,084.81	290,109.60		309,366.00	155,340.00	60,593.61		30,348.12			158,295.50	1,408.81	1,293,546.45	18,604.75	1,312,151.20	
County 2/23/23					47,023.92	31,363.74							78,387.66		78,387.66	
County 3/6/23						36,569.34							36,569.34		36,569.34	
County 4/25/23					52,323.63								52,323.63		52,323.63	
County 4/26/23						94,091.22							94,091.22		94,091.22	
County 5/31/23				25,767.26	25,138.84		43,143.62						94,049.72		94,049.72	
County 5/31/23											74,202.50		74,202.50		74,202.50	
County 6/21/23						138,420.12	83,797.86						222,217.98		222,217.98	
County 6/29/23					10,324.57								10,324.57		10,324.57	
County 7/24/23					3,500.00	10,600.00							14,100.00		14,100.00	
County 8/3/23							110,859.49		123,673.84				110,859.49		110,859.49	
County 8/3/23												7,946.38	7,946.38		7,946.38	
County 8/9/23						18,257.30							18,257.30		18,257.30	
County 8/10/23							107,080.53						107,080.53		107,080.53	
County 8/21/23							280,132.74		49,961.60				74,202.50		74,202.50	
County 8/22/23													330,094.34		330,094.34	
County 12/7/23					72,019.57				69,513.88				146,222.07		146,222.07	
County 12/11/23	31,694.57		156,086.14	(23,530.82)	(141,108.44)	56,814.41	84,294.03				(206,921.50)	19,140.79	69,513.88		69,513.88	
Reallocation											23,530.82		-		-	
Reallocation		9,890.50		18,091.78				1,359.20			(29,341.48)		-		-	
Reallocation								(3,896.33)					-		-	
Total Funding	339,779.38	300,000.10	156,086.14	329,694.22	224,562.09	446,709.74	709,308.27	27,810.99	243,149.32	-	543,007.73	28,495.98	3,328,603.96	18,604.75	3,347,208.71	
Expenditures:																
Water/Line Construction	(310,246.12)	(290,109.60)	(142,241.99)	(311,602.44)	(224,562.09)	(507,390.65)	(711,102.99)	(26,451.79)	(243,805.22)	(58,403.91)	(147,606.23)	(15,776.87)	(2,989,299.30)	(18,604.75)	(3,007,904.05)	
Construction Labor											(375,029.51)	(20,978.91)	(396,008.42)		(396,008.42)	
Distribution Labor	(9,533.26)	(9,890.50)	(13,844.75)	(18,091.78)				(1,359.20)					(52,719.49)		(52,719.49)	
Total Expenditures	(319,779.38)	(300,000.10)	(156,086.14)	(329,694.22)	(224,562.09)	(507,390.65)	(711,102.99)	(27,810.99)	(243,805.22)	(58,403.91)	(522,635.74)	(36,755.78)	(3,438,027.21)	(18,604.75)	(3,456,631.96)	
Net Funding Available	-	-	-	-	-	(60,680.91)	(1,794.72)	-	(655.90)	(58,403.91)	20,371.99	(8,259.80)	(109,423.25)	-	(109,423.25)	

Complete

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

Account	Peter Pan 10-30000-3667- 010	Dearly Beloved 10-30000-3667- 011	It's a Wonderful Life 10-30000-3667- 012	The Play that Goes Wrong 10-30000-3667- 013	Beautiful 3667-014	Crazy For You 10-30000-3667- 016	Into the Woods 10-30000-3667- 017	Anastasia 10-30000-3667- 018	USA 10-30000-3667- 019	TOTAL
Revenues (through 6/30/23)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,165.50
Expenditures (through 6/30/23)	\$ (400.00)	\$ (2,055.00)	\$ (844.00)	\$ (2,255.00)	\$ (1,550.00)	\$ (5,014.50)	\$ (400.00)	\$ (6,361.95)	\$ -	\$ (47,078.75)
Beginning Balance (7/1/2023)	\$ (400.00)	\$ (2,055.00)	\$ (844.00)	\$ (2,255.00)	\$ (1,550.00)	\$ (5,014.50)	\$ (400.00)	\$ (6,361.95)	\$ -	\$ 14,086.75
REVENUES:										
July										
Ticket Sales Thunderbox	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,579.00
Evan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,872.00
Donations:	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ 3,000.00	\$ 9,750.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July Total	\$ 2,000.00	\$ -	\$ -	\$ -	\$ 1,500.00	\$ 1,500.00	\$ -	\$ -	\$ 3,000.00	\$ 24,201.00
August										
Ticket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,276.50
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 2,000.00	\$ -	\$ -	\$ 9,000.00
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,592.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,050.00
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000.00	\$ 2,000.00	\$ -	\$ -	\$ 29,590.50
September										
Ticket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,214.50	\$ -	\$ -	\$ -	\$ 30,066.00
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ 3,000.00	\$ -	\$ 1,750.00	\$ -	\$ 3,000.00	\$ 4,576.00	\$ -	\$ -	\$ 2,000.00	\$ 8,643.50
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 14,326.00
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 364.00	\$ -	\$ -	\$ -	\$ 364.00
September Total	\$ 3,000.00	\$ -	\$ 1,750.00	\$ -	\$ 3,000.00	\$ 19,153.50	\$ -	\$ -	\$ 2,000.00	\$ 53,358.50
October										
Ticket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,703.50	\$ -	\$ -	\$ -	\$ 12,703.50
Evan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ -	\$ -	\$ 250.00	\$ -	\$ 1,500.00	\$ 764.76	\$ -	\$ -	\$ -	\$ 4,014.76
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ 250.00	\$ -	\$ 1,500.00	\$ 13,468.26	\$ -	\$ -	\$ -	\$ 16,718.26
October Total	\$ -	\$ -	\$ 250.00	\$ -	\$ 1,500.00	\$ 13,468.26	\$ -	\$ -	\$ -	\$ 16,718.26
November										
Ticket Sales	\$ -	\$ -	\$ 6,049.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,057.00	\$ 13,116.00
Evan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,060.00	\$ -	\$ -	\$ -	\$ 5,700.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,060.00
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Account	Peter Pan 10-30000-3667- 010	Deerly Beloved 10-30000-3667- 011	It's a Wonderful Life 10-30000-3667- 012	The Play that Goes Wrong 10-30000-3667- 013	Beautiful 10-30000- 3667-014	Crazy For You 10-30000-3667- 016	Into the Woods 10-30000-3667- 017	Anastasia 10-30000-3667- 018	USA 10-30000-3667- 019	TOTAL
November Total	\$ -	\$ -	\$ 6,049.00	\$ -	\$ -	\$ 1,080.00	\$ -	\$ -	\$ 7,067.00	\$ 19,876.00
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ticket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Event Merch Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,080.00	\$ -	\$ -	\$ -	\$ 6,080.00
Donations:	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,080.00	\$ -	\$ -	\$ -	\$ 6,080.00
Total Revenues	\$ 5,000.00	\$ -	\$ 8,049.00	\$ -	\$ 6,000.00	\$ 42,231.76	\$ 2,000.00	\$ -	\$ 12,067.00	\$ 149,834.26
EXPENSES:										
July										
Costume	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,366.34)
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (800.65)
Production-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,222.00)	\$ -	\$ -	\$ -	\$ (11,809.05)
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (322.26)
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (217.00)
Gala	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (175.11)
Wig	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Credit Card	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
July Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,222.00)	\$ -	\$ -	\$ -	\$ (14,713.46)
August										
Costume	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,273.44)
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (76.08)	\$ -	\$ -	\$ -	\$ (1,940.58)
Production-General	\$ -	\$ -	\$ -	\$ -	\$ (3,630.00)	\$ -	\$ -	\$ -	\$ -	\$ (3,880.00)
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (240.00)
Gala	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ -	\$ (105.38)	\$ (948.42)
Wig	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
August Total	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (105.38)	\$ (3,735.38)	\$ (422.36)	\$ (105.38)	\$ -	\$ (105.38)	\$ (10,282.44)
September										
Costume	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (214.70)	\$ -	\$ -	\$ -	\$ (1,343.61)
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ (67.50)	\$ (135.00)	\$ (135.00)	\$ (135.00)	\$ (135.00)	\$ (135.00)	\$ (135.00)	\$ -	\$ (67.50)	\$ (907.00)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,180.35)
Production-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (3,350.00)	\$ -	\$ -	\$ (8,225.00)
Band	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Credit Card	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (21.85)	\$ -	\$ -	\$ -	\$ (1,269.32)
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gala	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (141.71)

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

Account	Peter Pan 10-30000-3667- 010	Deerly Beloved 10-30000-3667- 011	It's a Wonderful Life 10-30000-3667- 012	The Play that Goes Wrong 10-30000-3667- 013	Beautiful 3667-014	Crazy For You 10-30000-3667- 016	Into the Woods 10-30000-3667- 017	Anastasia 10-30000-3667- 018	USA 10-30000-3667- 019	TOTAL
Wig	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (101.17)
September Total	\$ (67.50)	\$ (135.00)	\$ -	\$ (135.00)	\$ (135.00)	\$ (371.56)	\$ (3,485.00)	\$ -	\$ (67.50)	\$ (12,228.16)
October	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,224.00)	\$ -	\$ -	\$ (225.76)	\$ (2,449.76)
Costume	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ -	\$ -	\$ (67.50)	\$ -	\$ -	\$ (464.50)	\$ -	\$ -	\$ -	\$ (532.00)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (2,426.90)	\$ -	\$ -	\$ -	\$ (2,426.90)
Production-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (850.00)	\$ -	\$ -	\$ -	\$ (850.00)
Director	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (900.00)	\$ -	\$ -	\$ -	\$ (900.00)
Director/Music Director	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (350.00)	\$ -	\$ -	\$ -	\$ (350.00)
Choreographer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (450.00)	\$ -	\$ -	\$ -	\$ (450.00)
Sound Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (150.00)	\$ -	\$ -	\$ -	\$ (150.00)
Light Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (150.00)	\$ -	\$ -	\$ -	\$ (150.00)
Set Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costumes Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (150.00)	\$ -	\$ -	\$ -	\$ (150.00)
Band	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Band	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Technical Director / Karen Ells	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (250.00)	\$ -	\$ -	\$ -	\$ (250.00)
Pam Johnson	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,266.00)	\$ -	\$ -	\$ -	\$ (1,266.00)
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (14.21)	\$ -	\$ -	\$ -	\$ (14.21)
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (403.20)	\$ -	\$ -	\$ -	\$ (403.20)
Gala	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wig	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (273.89)	\$ -	\$ -	\$ -	\$ (273.89)
October Total	\$ (67.50)	\$ -	\$ (67.50)	\$ -	\$ -	\$ (9,634.74)	\$ -	\$ -	\$ (225.76)	\$ (11,440.97)
November	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (745.70)	\$ (745.70)
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ -	\$ -	\$ (222.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (222.00)
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (62.82)	\$ -	\$ -	\$ -	\$ (62.82)
Production-General	\$ (5,045.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (52.56)	\$ (5,097.56)
Director/Music Director	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Choreographer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Band	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Credit Card	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (54.36)	\$ (54.36)
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gala	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Wig	\$ (5,045.00)	\$ -	\$ (222.00)	\$ -	\$ -	\$ (62.82)	\$ -	\$ -	\$ (852.62)	\$ (6,202.44)
December	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Lights	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Marketing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (37.56)	\$ -	\$ -	\$ -	\$ (37.56)
Production-General	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (33.12)	\$ -	\$ -	\$ -	\$ (33.12)
Director/Music Director	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Choreographer	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Light Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Sound Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Band	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Pam Johnson	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,131.55)	\$ -	\$ -	\$ -	\$ (1,131.55)
Credit Card	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

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

Account	Peter Pan 10-30000-3667- 010	Deerly Beloved 10-30000-3667- 011	It's a Wonderful Life 10-30000-3667- 012	The Play that Goes Wrong 10-30000-3667- 013	Beautiful 3667-014	Crazy For You 10-30000-3667- 016	Into the Woods 10-30000-3667- 017	Anastasia 10-30000-3667- 018	USA 10-30000-3667- 019	TOTAL
Set	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (100.00)	\$ -	\$ -	\$ -	\$ (100.00)
Sound	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Props	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costs	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Light	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
December Total	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (1,302.23)	\$ -	\$ -	\$ -	\$ (1,302.23)
Total Expenses	\$ (5,217.88)	\$ (240.38)	\$ (394.88)	\$ (240.38)	\$ (3,870.38)	\$ (14,035.69)	\$ (3,590.38)	\$ -	\$ (1,251.26)	\$ (56,169.70)
Revenues Over (Under) Expense	\$ (617.88)	\$ (2,295.38)	\$ 6,810.12	\$ (2,495.38)	\$ 579.62	\$ 23,181.65	\$ (1,990.38)	\$ (6,381.98)	\$ 10,815.74	\$ 107,751.31
Play Closing										
25% Jennifer Bernhardt	\$ (154.47)	\$ (573.85)	\$ 1,702.53	\$ (623.85)	\$ 144.91	\$ 5,795.39	\$ (497.60)	\$ (1,590.49)	\$ 2,703.94	\$ 26,937.83
25% JRT Checking	\$ (154.47)	\$ (573.85)	\$ 1,702.53	\$ (623.85)	\$ 144.91	\$ 5,795.39	\$ (497.60)	\$ (1,590.49)	\$ 2,703.94	\$ 26,937.83
50% Town of Jonesborough	\$ (308.94)	\$ (1,147.69)	\$ 3,405.06	\$ (1,247.69)	\$ 289.81	\$ 11,590.78	\$ (995.19)	\$ (3,180.98)	\$ 5,407.87	\$ 53,875.66
	\$ (617.88)	\$ (2,295.38)	\$ 6,810.12	\$ (2,495.38)	\$ 579.62	\$ 23,181.65	\$ (1,990.38)	\$ (6,381.98)	\$ 10,815.74	\$ 107,751.31

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

Balance 7/1/23	\$6,061.24
 Revenues 3-10-30000-3669:	
July	
Theatre Class Fees (Gross)	
Theatre Class Fees (Town portion retained 20%)	
Education Workshop	
RETURNED CHECKS	
Total July	\$-
August	
Theatre Class Fees (Gross)	\$16,275.00
Theatre Class Fees (Town portion retained 20%)	
Education Workshop	
RETURNED CHECKS	\$(100.00)
Total August	\$16,175.00
September	
Theatre Class Fees (Gross)	\$1,200.00
Theatre Class Fees (Town portion retained 20%)	
Education Workshop	
Fundraiser	
Total September	\$1,200.00
October	
Theatre Class Fees (Gross)	\$3,142.90
Theatre Class Fees (Town portion retained 20%)	
Performance Ticket Sales	
Education Workshop	
Fundraiser	\$45.00
Total October	\$3,187.90
November	
Theatre Class Fees (Gross)	\$6,868.00
Theatre Class Fees (Town portion retained 20%)	
Summer camps	
Summer camp refund	
Total November	\$6,868.00
December	
Theatre Class Fees (Gross)	\$-
Theatre Class Fees (Town portion retained 20%)	
Education Workshop	
Donation Pam Pope	
Total December	\$-
 Total Revenues	 \$27,430.90

Expenditures 4-10-14200-4939:**July**

Education Director Stipend	
5% Class Fees - Education Director	
10% Ticket fees - Education Director	\$(445.80)
JRT Player Payments	
JRT Player Marketing	
JRT Education Teacher Payments	
Camp Expense	\$-
Class Expense	
Fundraiser	
Total July	<u>\$(445.80)</u>

August

Education Director Stipend	
5% Class Fees - Education Director	\$(35.00)
10% Ticket fees - Education Director	
JRT Player Payments	
JRT Player Marketing	
JRT Education Teacher Payments	\$(6,250.00)
Camp Expense	\$(86.59)
Class Expense	\$(2,197.29)
Fundraiser	
Total August	<u>\$(8,568.88)</u>

September

Education Director Stipend	
5% Class Fees - Education Director	
10% Ticket fees - Education Director	
JRT Player Payments	
JRT Player Marketing	
JRT Education Teacher Payments	
Camp Expense	
Class Expense	
Fundraiser	
Total September	<u>\$-</u>

October

Education Director Stipend	
5% Class Fees - Education Director	
10% Ticket fees - Education Director	
JRT Player Payments	
JRT Player Marketing	
JRT Education Teacher Payments	\$(8,497.00)
Camp Expense	
Class Expense	\$(1,849.38)
Fundraiser	
Total October	<u>\$(10,346.38)</u>

November

Education Director Stipend	
----------------------------	--

5% Class Fees - Education Director	
10% Ticket fees - Education Director	
JRT Player Payments	
JRT Adult Acting Class	
JRT Education Teacher Payments	\$-
Camp Expense	
Class Expense	\$(4,205.28)
Fundraiser	
Total November	<u>\$(4,205.28)</u>
Total Expenditures	<u><u>\$(23,566.34)</u></u>
Balance of Funds	<u><u>\$9,925.80</u></u>

Reviewed and approved by Janette Gaines, JRT Education Director

 Janette Gaines, Education Director

 Date

Jonesborough Locally Grown

Profit and Loss by Class

January 1 - February 1, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Income				
Fundraising Events				\$0.00
Sponsorships		2,950.00		\$2,950.00
Total Fundraising Events		2,950.00		\$2,950.00
Grants				\$0.00
Town of Jonesborough - Utilities	349.09			\$349.09
Total Grants	349.09			\$349.09
Memberships			1,602.37	\$1,602.37
Other Contributions				\$0.00
Credit card cash back			50.00	\$50.00
Donation - general	0.00		874.53	\$874.53
Farm Fresh Fit Walking Program	12.00	7.00		\$19.00
Interest Earned			17.17	\$17.17
Total Other Contributions	12.00	7.00	941.70	\$960.70
Program Service Revenue				\$0.00
Local food sales	14,634.07			\$14,634.07
BSM Kitchen Sales	1,214.40			\$1,214.40
Build It Up Reimbursement	5.00			\$5.00
DTC Sales	6,220.62			\$6,220.62
DUFB Reimbursement	43.00			\$43.00
Token Sales for FM		40.00		\$40.00
Wholesale Sales	5,319.31			\$5,319.31
Total Local food sales	27,436.40	40.00		\$27,476.40
Program Fee Income				\$0.00
Vendor Fees	0.00	103.42		\$103.42
Total Program Fee Income	0.00	103.42		\$103.42
Total Program Service Revenue	27,436.40	143.42		\$27,579.82
Sales of Promotional Products	0.00			\$0.00
Total Income	\$27,797.49	\$3,100.42	\$2,544.07	\$33,441.98
GROSS PROFIT	\$27,797.49	\$3,100.42	\$2,544.07	\$33,441.98
Expenses				
Administrative				\$0.00
Donor Management Software Fee/Expense			727.52	\$727.52
Postage, Mailing Service			13.20	\$13.20
Taxes and License Fees				\$0.00
Sales Tax Paid	1,408.00			\$1,408.00
Total Taxes and License Fees	1,408.00			\$1,408.00
Total Administrative	1,408.00		740.72	\$2,148.72

Jonesborough Locally Grown

Profit and Loss by Class

January 1 - February 1, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
cash on hand	0.00			\$0.00
Facilities and Equipment				\$0.00
Property Expense				\$0.00
Maintenance and Repair Costs	14.99			\$14.99
Total Property Expense	14.99			\$14.99
Utilities				\$0.00
Electric	698.18			\$698.18
Gas	94.56			\$94.56
Phone/internet	120.47			\$120.47
Total Utilities	913.21			\$913.21
Total Facilities and Equipment	928.20			\$928.20
Operations				\$0.00
Bank and Credit Card Fees	683.26	4.63	10.49	\$698.38
Program Expense (food)				\$0.00
DTC	18,359.71			\$18,359.71
Kitchen	726.56			\$726.56
Wholesale	8,473.02			\$8,473.02
Total Program Expense (food)	27,559.29			\$27,559.29
Program Expense (non-food)				\$0.00
Farm Fresh Fit Walking Expenses		0.00		\$0.00
Token Payments for FM		3.00		\$3.00
Total Program Expense (non-food)		3.00		\$3.00
Promotions				\$0.00
Promotional Products (t-shirts, totes, cookbooks)			1,100.67	\$1,100.67
Total Promotions			1,100.67	\$1,100.67
Service Expenses				\$0.00
Dishwasher	535.65			\$535.65
Kitchen Linens	84.18			\$84.18
Pest Control	42.00			\$42.00
Rentals for events		65.00		\$65.00
Shopkeep	129.00			\$129.00
Web hosting/services			75.00	\$75.00
Total Service Expenses	790.83	65.00	75.00	\$930.83
Supplies				\$0.00
Food Service Consumables	338.50			\$338.50
Paper Products	164.69			\$164.69
Total Supplies	503.19			\$503.19
Total Operations	29,536.57	72.63	1,186.16	\$30,795.36

Jonesborough Locally Grown

Profit and Loss by Class

January 1 - February 1, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Personnel Expenses			29.00	\$29.00
Employees				\$0.00
Hourly	1,856.13		2,075.66	\$3,731.79
Salaried	1,367.77			\$1,367.77
Total Employees	3,023.90		2,075.66	\$5,099.56
Payroll Expense	2,975.94		3,941.60	\$6,917.54
QuickBooks Direct Deposit Fee			28.75	\$28.75
Total Personnel Expenses	5,999.84		6,075.01	\$12,074.85
Total Expenses	\$37,872.61	\$72.63	\$8,001.89	\$45,947.13
NET OPERATING INCOME	\$ -10,075.12	\$3,027.79	\$ -5,457.82	\$ -12,505.15
NET INCOME	\$ -10,075.12	\$3,027.79	\$ -5,457.82	\$ -12,505.15

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 2-a

SUBJECT: Mayor Communications – Committee Appointment

Senior Center Advisory Board

Appoint Lorena Craddock to fill a vacant term ending January 2027.

Historic Zoning Commission

Appoint Herman Jenkins to fill an unexpired term ending November 2024.

Memo:

To: Mayor Vest

From: Mary Regen

Date: January 29, 2024

Re: Advisory Board member recommendation

We currently have a vacancy on the Advisory Board due to health reasons. Careful consideration and discussion have occurred in our Advisory Board meetings as to who the right fit would be. After much thought, the Advisory Board would like to nominate, Lorena Craddock. Lorena joined the senior center after retirement and has become such a positive part of our membership. She participates in our fitness programming, and she has gotten really involved in our lunch program and has become an ambassador for the senior center, inviting new members to join the lunch program and making them feel welcome.

We believe that Lorena would make an excellent candidate for the Advisory Board. After a long-dedicated career working for the Town of Jonesborough, we believe she would be a wonderful addition to the Advisory Board, and with her enthusiasm and positivity about the center she encompasses the type of person that would serve as an advocate for area seniors.

I would like to recommend Lorena Craddock to the Jonesborough Senior Center Advisory Board. I submit this recommendation for your approval, based on the unanimous vote from the current Advisory Board.

Thank you for your time and consideration,



Mary Regen

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 2-b

SUBJECT: Proclamation – National FFA Week

See Attached Proclamation

**TOWN OF JONESBOROUGH
PROCLAMATION
NATIONAL FFA WEEK
FEBRUARY 17 – 24, 2024**

WHEREAS, FFA and agriculture education provide a strong foundation for the youth of America and the future of food, fiber, and natural resources systems; and

WHEREAS, FFA promotes premier leadership, personal growth and career success among its members; and

WHEREAS, agricultural education and FFA ensure a steady supply of young professionals to meet the growing needs in the science, business, and technology of agriculture; and

WHEREAS, the FFA motto – “Learning to Do, Doing to Learn, Earning to Live, Living to Serve” – gives direction and purpose to these students who take an active role in succeeding in agricultural education; and

WHEREAS, FFA promotes citizenship, volunteerism, patriotism and cooperation.

NOW THEREFORE I, Chuck Vest, Mayor of the Town of Jonesborough, on behalf of the Board of Mayor and Aldermen and the citizens of the Town, do hereby designate the week of February 17 – 24, 2024, as **NATIONAL FFA WEEK** in Jonesborough, Tennessee.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Official Seal of the Town of Jonesborough, Tennessee, to be affixed this 12th day of February, 2024.

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

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

DATE: FEBRUARY 12, 2024 **AGENDA ITEM #:** 6-A

SUBJECT: Boone Street/East Main Street Intersection Work

BACKGROUND:

This agenda item was deferred from the January 8, 2024, BMA Meeting. Below you will find the updated background information. The original agenda item presentation is provided as well following the update.

Updated Agenda Presentation

A meeting was conducted with Mr. Dave Rowland, who is a member of First Baptist Church Building and Grounds, and Dr. Lester Morelock, pastor. The traffic plan was discussed with these gentlemen and plans were presented. Neither wanted to give up three parking spaces, but said they certainly understood the Town's position. They also stated they had many pedestrians parking downtown and walking to church services and felt the Town was moving in the right direction in making the area safer for pedestrians.

According to these gentlemen, the church was experiencing a tremendous amount of growth and they were running shuttles from the Library and Visitors Center Parking lots. I suggested to them they may want to look at the Senior Center and possibly the McKinney Center for shuttle service to help with parking.

On January 29, 2024, Mr. Rowland called and stated they had met with the church and that the church asked if the Town would be willing to put a handrail on the sidewalk in front of the church. The reason for the request was safety. Their position was if the changes in the street was forcing vehicular traffic traveling down the hill closer to the sidewalk, the handrail might help with safety. Mr. Rowland was advised the concern would be passed along to the Board. Mr. Rowland and Dr. Morelock were also invited to attend the February BMA meeting, should they have questions, or wish to address the Board of Mayor and Alderman.

Police Chief Matt Rice had also requested a handrail at the intersection of Boone Street and Main Street. He stated during special events, pedestrians would step off of the sidewalk into traffic, not paying attention or realizing the roadway at this intersection was not closed. He stated it was a real safety concern. Between the church and what Chief Rice has requested, it would take between 175 to 200 feet of handrail.

A local vendor who typically does most of our metal railing does not do aluminum nor does he powder coat. If he constructs the handrail, it will be painted metal. He has suggested installing a handrail to match the one currently at the church parking lot. It would cost \$140.00 per linear foot, which would be \$28,000.00 for 200 feet. Again, I feel certain it will be less than 200 feet.

I was able to meet with Mr. Darrell Fowler on February 09, 2024. Mr. Fowler was good with the plan as presented, and wanted the Board of Mayor and Alderman to know he was appreciative of the time and effort the Town put into trying to slow traffic and make the area safer for pedestrians. He also very much liked the idea of the Spring Street sidewalk being on the north side of the street adjoining his property.

January 8, 2024 Original Agenda Presentation

There have been years of discussion regarding the intersection at Boone/Main/Spring/Fox Streets. Every solution discussed always carries with it a different set of problems. After meeting for several hours with Malcolm Highsmith and Todd Wood, we have developed what we feel is the only real solution for this intersection.

First, let's look at Boone Street. When we initially constructed the crosswalk across this intersection, there was a plan to put an island in the middle. This was to create a safe zone for pedestrians as this is a very long crosswalk with lots of different turning movements.

The sidewalk and curbing were extended beyond the Baptist Church to assist pedestrians crossing at this intersection; especially from cars coming off of Spring Street onto Boone Street. It was also to protect the parked vehicles at the church.

The pedestrian island was never constructed. Part of the issue was large truck traffic and trucks pulling trailers having more difficulty making the turn with the island. At this point, we need to increase attention to the safety of pedestrians and not so much about making it easier on truck traffic.

The next street is Fox Street. There is little to say about Fox Street. There are times traffic gets backed up in the intersection as eastbound traffic make it difficult for westbound traffic to turn left onto Fox off of Main. Although an inconvenience, Fox needs to remain as is as it becomes to detour for Main Street during the numerous road closures that occur throughout the year.

Next you have Spring Street. This is a street that gets far less traffic; however, the main vehicular problem is traffic turning left off of Spring Street, or more often, going straight across onto Boone Street. This may possibly get worse when the new school opens in January.

Finally, there is Main Street. Again, traffic gets backed up from time to time due to the turning movement of vehicles. We have complaints of speeding vehicles in the area. This

is mainly due to traffic coming down the hill, not necessarily going up the hill. A speed table in this area is not an option due to the steep hill.

There is a quick overview of the problem. There is a lot going on in this intersection and too many choices for motorists to make. There is no crosswalk to connect Main Street to Spring Street in this area either.

Again, after looking at this intersection for years, staff is recommending changing Spring Street to a one-way street from Main Street to Franklin. This one-way would be from Main Street traveling southeast toward Franklin Avenue. The roadway would be narrowed and a new sidewalk constructed from Main Street to Franklin. There would be a bulb-out placed at Franklin to force traffic on Spring Street coming into Town to turn right onto Franklin Avenue.

Next, the three parking spaces on Main Street that are parallel to the Baptist Church would be eliminated. An island would be constructed in the current westbound lane coming down the hill that would force traffic to move to the right and give the appearance of narrowing the roadway to reduce speeds (roadway reconfiguration plan). The island would need to be constructed of concrete as the granite curb would pose a danger.

This will hopefully accomplish two things. First it will slow traffic coming down the hill as they will have to move to the right due to the island. Second. It will have a dramatic impact on the visibility of that intersection.

Depending on the type of vehicle parked on Main Street, it is difficult to see traffic at the Boone Street intersection. It is very difficult for traffic on Boone Street to see beyond these parked vehicles.

It is understood that parking is a premium downtown, but the island will not work unless those spaces are made part of the roadway reconfiguration plan.

Once the island is constructed and the sidewalk is constructed on Spring Street, we can install a crosswalk at this location to make it safer for pedestrians to cross.

Finally, we would construct the pedestrian island on Boone Street at the intersection of Main.

Todd Wood has provided a drawing of what the change at this intersection would look like once the work is completed.

This project would be divided into the following work schedule:

- Removal of the three parking spaces on East Main Street.
- Installation of concrete island east of Spring Street and tapering up to the upper Baptist Church parking lot and extending into the westbound lane no wider than 6 feet at its widest point. This will be completed with a mountable concrete curb stained to match the granite curb with a combination of concrete and plantings in the center.

- Installation of a pedestrian safety island on Boone Street, constructed similarly to the one on East Main Street.
- Establish Spring Street as one-way traveling southwest from Main Street to Franklin.
- Installation of a curbed island at the Franklin/Spring Street intersection to prevent two-way traffic beyond Frankling.
- Installation of signage.
- Installation of a sidewalk on the north side of Spring Street from East Main Street to Franklin.
- Installation of a crosswalk on East Main Street from the Baptist Church to Spring Street sidewalk.

Although some of the work can be completed with current budgeted funds in the Street Department, much of this project will have to be completed as funds are available. We may need to budget some of this project for the FY25 budget.

The traffic Committee unanimously approved the plan at the December 19, 2023 meeting.

RECOMMENDATION:

Approve the plan as presented for the intersection of Boone/Main/Spring/Fox Streets as funding is available as follows:

- Removal of the three parking spaces on East Main Street
- Installation of concrete island east of Spring Street and tapering up to the upper Baptist Church parking lot and extending into the westbound lane no wider than 6 feet at its widest point. This will be completed with a mountable concrete curb stained to match the granite curb with a combination of concrete and plantings in the center.
- Installation of a pedestrian safety island on Boone Street, constructed similarly to the one on East Main Street.
- Establish Spring Street as one-way traveling southwest from Main Street to Franklin.
- Installation of a curbed island at the Franklin/Spring Street intersection to prevent two-way traffic beyond Frankling.
- Installation of signage.
- Installation of a sidewalk on the north side of Spring Street from East Main Street to Franklin.
- Installation of a crosswalk on East Main Street from the Baptist Church to Spring Street sidewalk.

ADDITIONAL RECOMMENDATION:

- Approve the installation of handrail on the sidewalk in front of the church
- Approve the installation of handrail at Boone and Main prior to Fox Street.

Washington County - Parcel: 0520 B 039.00



Date: January 8, 2024

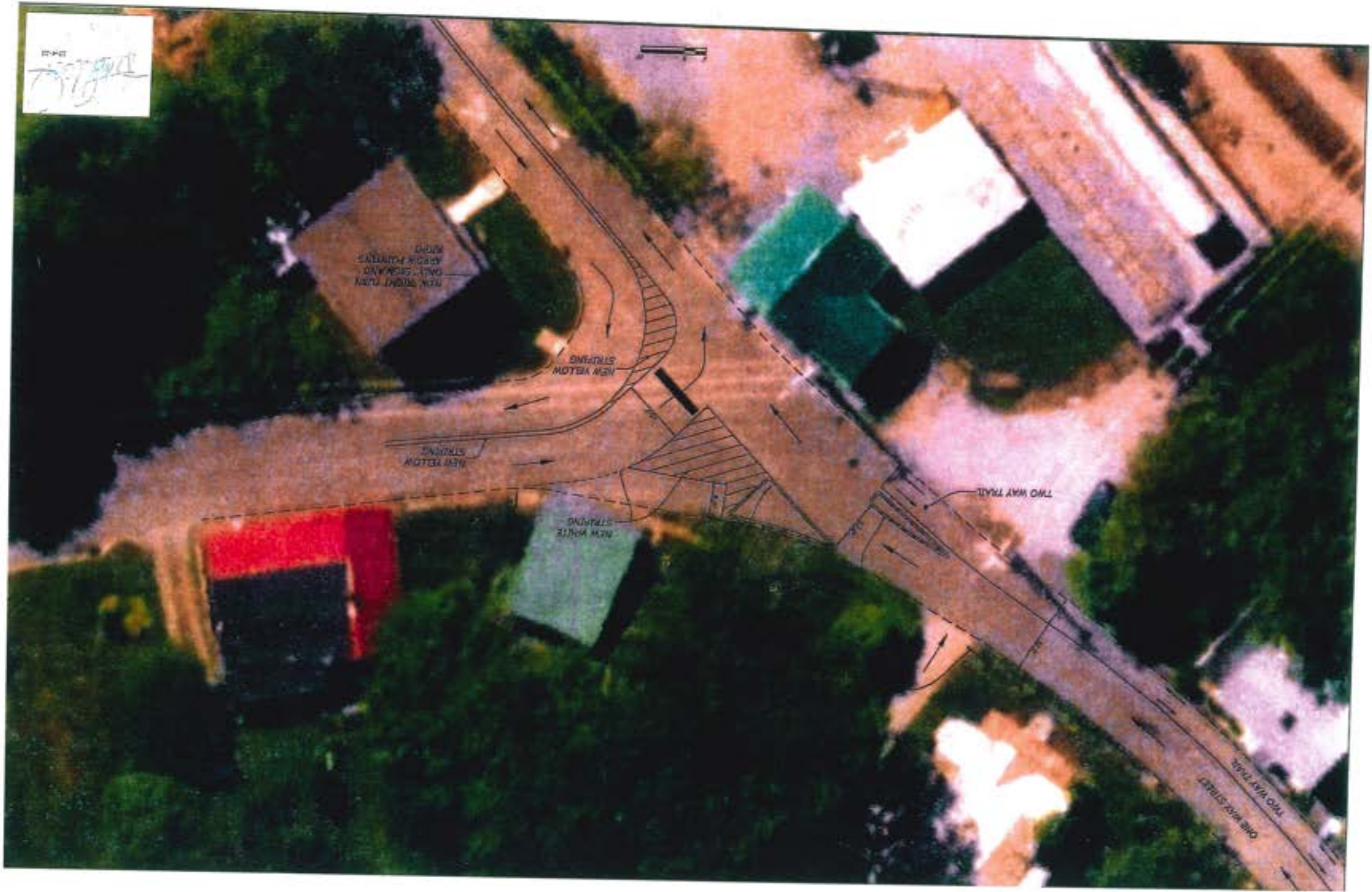
County: Washington
Owner: FIRST BAPTIST CHURCH
Address: MAIN ST E 201
Parcel Number: 0520 B 039.00
Deeded Acreage: 0
Calculated Acreage: 0
Date of TDOT Imagery: 2019
Date of Vexcel Imagery: 2023



Esri Community Maps Contributors, City of Johnson City, TN, State of North Carolina, DOT, Tennessee STS GIS, © OpenStreetMap, Microsoft, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METNUSA, USGS, EPA, NPS, US Census Bureau, USDA, USFWS, State of Tennessee, Comptroller of the Treasury

The property lines are compiled from information maintained by your local county Assessor's office but are not conclusive evidence of property ownership in any court of law.

Handwritten notes and a signature in the top left corner.



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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 7-A

SUBJECT: Addendum to Personnel Policy – Emergency Leave

BACKGROUND:

With the recent snow, Town Hall was closed on January 16, due to ice. It was at the time that we realized the Town did not have an inclement weather policy.

We have now drafted an inclement weather policy as an Addendum to the Town of Jonesborough Personnel Policy to include Emergency Leave to address pay during an emergency event; and we made some changes to Holiday pay with clear guidance on those working the holiday. It also addresses holiday pay for exempt employees.

We propose a workshop soon either as a standalone subject to discuss or during a budget workshop to discuss other ideas, suggestions, and recommendations related to employee benefits. For now the proposed addendum will serve as the guide for employees regarding inclement weather, emergency pay, and holiday pay. The Addendum will follow Section XVIII of the Personnel Policy.

RECOMMENDATION:

I am therefore recommending approval of the attached policy to be added to the Town's personnel policy.

Town of Jonesborough Personnel Policy Addendum

Emergency Leave – From time to time work schedules may be interrupted due to inclement weather, natural or man-made disasters, or utility outages. This emergency leave policy addresses the various work interruptions and how employees schedules, leave, or wages may be effected.

For the purpose of this policy, emergency may be defined as any incident occurring that requires a response beyond the normal governmental operations. As stated earlier, this could be inclement weather or a natural or man-made disaster, or any other incident that may disrupt the normal daily activities that is beyond the control of the administration of the Town.

The Town recognizes that every employee is important and they each perform an invaluable service to the citizens we serve everyday. For the purposes of this policy however, we must define what is essential service employee.

The Department of Homeland Security defines an essential employee as an employee whose service or function is absolutely necessary for the health, welfare, and public safety. The essential services for the backbone of everyday life, representing a tangible impact of local governance on it's citizens well-being and quality of life. These public services are diverse and expansive. They range from ensuring clean water reaches every home, to ensuring the streets are lit at night.

By its very definition, essential means "something necessary, indispensable, or unavoidable." The following positions within the Town have been identified by DHS as being essential, and are in no particular order:

1. Public Safety Officers
2. Firefighters
3. Dispatchers
4. Public Works/Street Department
5. Water/Utility workers
6. Wastewater/Utility Workers
7. Solid Waste/Sanitation Workers

Nothing in this definition prohibits the Operations Manager, or Town Administrator from activating other employees as essential, should the situation dictate additional response. As an example, clerical support may be needed in a time of disaster, or IT personnel may be needed to communicate with citizens through social media. Generally speaking, the employees listed above will be labeled as essential employees during all inclement weather situations.

Should the need arise to close Town operations, non-essential employees will be paid for the time missed due to the closure in the form of Administrative leave with pay. Essential employees required to work, will receive an additional 8 hours of pay during that period of time, if they are required to work.

If a partial closure is necessary, such as one particular department, the effected employees would be required to use leave time to receive their regular rate of pay, or may be allowed to make up the lost time; so long as that occurs within the same work period.

During inclement weather, there may be times in which the Town Administrator will open Town offices for business with instructions to employees to report to work if the employee can arrive safely. Should the employee fail to report due to safety hazards, the absence will not be held against the employee; however, they will be required to use leave time to be paid for the missed time.

Essential employees required to work during emergency leave will be compensated at one-and-a-half times their regular rate of pay during the emergency leave period. Exempt employees required to work during emergency leave will be compensated for 8 hours at their regular rate of pay.

The Town Administrator shall have the authority to declare inclement weather scheduling. Every effort will be made to notify employees of schedule changes, as well as, the general public.

When regular duty shifts require a non-exempt employee to work a holiday, the employee will be paid at one and a half times their regular rate of pay, in addition to the holiday pay.

Exempt employees required to work on a holiday will receive 8 additional hours pay for the actual holiday. In the event this occurs, prior approval must be obtained from the Operations Manager or the Town Administrator for the exempt employee to work on the holiday. The exempt employee must articulate the work to be performed and the reason it must be completed on the holiday.

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

DATE: FEBRUARY 12, 2024 AGENDA ITEM #: 7-B

SUBJECT: FY23-24 Audit Contract with Blackburn, Childers & Steagall

BACKGROUND:

Blackburn, Childers and Steagall are requesting approval from the Board the "Contract to Audit Accounts of Town of Jonesborough from July 1, 2023 to June 30, 2024". The Auditor Firm's fee for this fiscal year is \$49,500. There are additional auditing services projected as follows:

- \$1,500 for the additional testing of census data for the pension plan with TCRS
- \$3,000 for the State of Tennessee Comptroller's Office general ledger account crosswalk
- \$3,750 if the Single Audit is required (Town expends \$500,000 or more in a year in Federal awards)

As we have had a long-term highly successful relationship with Blackburn, Childers and Steagall, both the Town Recorder and Town Administrator believe the increase to very reasonable, and we are recommending the approval of the Contract.

RECOMMENDATION:

Approve the Contract to Audit Accounts of Town of Jonesborough from July 1, 2023 to June 30, 2024 with Blackburn, Childers and Steagall, as presented.

CONTRACT TO AUDIT ACCOUNTS
OF
Town of Jonesborough
FROM July 01, 2023 TO June 30, 2024

This agreement made this 7th day of February 2024, by and between Blackburn, Childers and Stragall, PO Box 3745 CBS, Johnson City, TN 37602-3745, hereinafter referred to as the "auditor" and Town of Jonesborough, of 123 Boone Street, Jonesborough, TN 37659-1390, hereinafter referred to as the "organization", as follows:

1. In accordance with the requirements of the laws and/or regulations of the State of Tennessee, the auditor shall perform a financial and compliance audit of the organization for the period beginning July 01, 2023, and ending June 30, 2024 with the exceptions listed below:

2. The auditor shall conduct the audit in accordance with *Government Auditing Standards* issued by the Comptroller General of the United States and requirements prescribed by the Comptroller of the Treasury, State of Tennessee, as detailed in the *Audit Manual*. Additional information and procedures necessary to comply with requirements of governments other than the State of Tennessee are permissible provided they do not conflict with or undermine the requirements previously referenced. If applicable, the audit is to be conducted in accordance with the provisions of the Single Audit Act and Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (Uniform Guidance)*. The audit is also to be conducted in accordance with any other applicable federal agency requirements. It is agreed that this audit will conform to standards, procedures, and reporting requirements established by the Comptroller of the Treasury. It is further agreed that any deviation from these standards and procedures will be approved in writing by the Comptroller of the Treasury prior to the execution of the contract. The interpretation of this contract shall be governed by the above-mentioned publications and the laws of the State of Tennessee.

3. The auditor shall, as part of the written audit report, submit to the organization's management and those charged with governance:

- a) a report containing an expression of an unmodified or modified opinion on the financial statements, as prescribed by the *Audit Manual*. This report shall state the audit was performed in accordance with *Government Auditing Standards*, except when a disclaimer of opinion is issued. If the organization is a component unit or fund of another entity, it is agreed that: (a) the financial statements may be included in the financial statements of the other entity; (b) the principal auditor for the other entity may rely upon the contracted auditor's report, and (c) any additional information required by the principal auditor of the other entity will be provided in a timely manner.
- b) a report on the internal control and on compliance with applicable laws and regulations and other matters. This report shall be issued regardless of whether the organization received any federal funding. Audit reports of entities which are subject to the provisions of the Single Audit Act and OMB's Uniform Guidance shall include the additional reports required by that guidance. The reports will set forth findings, recommendations for improvement, concurrence or nonconcurrence of appropriate officials with the audit findings, comments on management's responses as appropriate, and comments on the disposition of prior year findings.

4. If a management letter or any other reports or correspondence relating to other matters involving internal controls or noncompliance are issued in connection with this audit, a copy shall be filed with the Comptroller of the Treasury by the auditor. Such management letters, reports, or correspondence shall be consistent with the findings published in the audit report (i.e., they shall disclose no reportable matters or significant deficiencies not also disclosed in the findings found in the published audit report). The report should also include a corrective action plan for findings developed under OMB's Uniform Guidance and for other findings in accordance with Tennessee Code Annotated § 9-3-407, and the *Audit Manual*. The corrective action plan is only applicable to findings published in the audit report.

5. The auditor shall file **one (1)** electronic copy of said report with the Comptroller of the Treasury, State of Tennessee. The auditor shall furnish printed copies and/or an electronic copy of the report to the organization's management and those charged with governance. It is anticipated that the auditor's report shall be filed no later than December 31, 2024, or six (6) months following the period to be audited, whichever is earlier, without explanation to the Comptroller of the Treasury, State of Tennessee, and the organization. (Audit documentation for additional procedures for centralized cafeteria systems contracted with audits of internal school funds must be completed and available for review by September 30 following the fiscal year being audited.) Requirements for additional copies, including those to be filed with the appropriate officials of granting agencies, are listed below:

6. The auditor agrees to retain working papers for no less than five (5) years from the date the report is received by the Comptroller of the Treasury, State of Tennessee. In addition, the auditor agrees that all audit working papers shall, upon request, be made available in the manner requested by the Comptroller for review by the Comptroller of the Treasury or the Comptroller's representatives, agents, and legal counsel, while the audit is in progress and/or subsequent to the completion of the report. Furthermore, at the Comptroller's discretion, it is agreed that the working papers will be reviewed at the office of the auditor, the entity, or the Comptroller and that copies of the working papers can be made by the Comptroller's representatives or may be requested to be made by the firm and may be retained by the Comptroller's representatives.

7. Any reasonable suspicion of fraud, (regardless of materiality) or other unlawful acts including, but not limited to, theft, forgery, credit/debit card fraud, or any other act of unlawful taking, waste, or abuse of, or official misconduct, as defined in Tennessee Code Annotated § 39-16-402, involving

public money, property, or services shall, upon discovery, be promptly reported in writing by the auditor to the Comptroller of the Treasury, State of Tennessee, who shall under all circumstances have the authority, at the discretion of the Comptroller, to directly investigate such matters. Notwithstanding anything herein to the contrary, the Comptroller of the Treasury, State of Tennessee, acknowledges that the auditor's responsibility hereunder is to design its audit to obtain reasonable, but not absolute, assurance of detecting fraud that would have a material effect on the financial statements, as well as other illegal acts or violations of provisions of contracts or grant agreements having a direct and material effect on financial statement amounts. If the circumstances disclosed by the audit call for a more detailed investigation by the auditor than necessary under ordinary circumstances, the auditor shall inform the organization's management and those in charge of governance in writing of the need for such additional investigation and the additional compensation required therefor. Upon approval by the Comptroller of the Treasury, an amendment to this contract may be made by the organization's management, those charged with governance, and the auditor for such additional investigation.

8. **Group Audits** The provisions of Section 8 relate exclusively to contracts to audit components of a group under AU-C 600. (See definitions in AU-C 600, Paragraph 11.) Section 8 is only applicable to an auditor that audits a component (e.g., a fund, component unit, or other component) of a county government that is audited by the Division of Local Government Audit (LGA). Section 8 is intended to satisfy the communication requirements for the group auditor (LGA) to the component auditor under AU-C 600.

- a) The Division of Local Government Audit (LGA) shall be considered the "group auditor" for any contract to audit a component of an applicable county government. LGA shall present the county's financial statements in compliance with U.S. Generally Accepted Accounting Principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB). LGA shall conduct the audit in accordance with auditing standards generally accepted in the United States of America and the auditing standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.
- b) The contracting auditor shall be considered the "component auditor" for purposes of this section.
- c) The financial statements audited by the component auditor should be presented in accordance with GAAP as promulgated by GASB. If the financial reporting framework for any component does not conform to this basis, the financial reporting framework should be disclosed in Section 10 (Special Provisions). (Component financial statements that are not presented using the same financial reporting framework as the county's financial statements may cause this contract to be rejected.)
- d) The component auditor shall conduct the component audit in accordance with auditing standards generally accepted in the United States of America and the auditing standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States.
- e) The component auditor shall cooperate with LGA to accomplish the group audit. It is anticipated that LGA will make reference to the component auditor's report in the group audit report. Should LGA find it necessary to assume responsibility for the component auditor's work, the terms, if any, shall be negotiated under a separate addendum to this contract.
- f) The component auditor shall follow the ethical requirements of *Government Auditing Standards* and affirms that the component auditor is independent to perform the audit and will remain independent throughout the course of the component audit engagement.
- g) The component auditor affirms that the component auditor is professionally competent to perform the audit. LGA may confirm certain aspects of the component auditor's competence through the Tennessee State Board of Accountancy.
- h) The component auditor will be contacted via email by the LGA's Audit Review Manager with the estimated date of the conclusion of LGA's audit of the county government. The component auditor agrees to update subsequent events between the date of the component auditor's report and the date of the conclusion of LGA's audit of the county government. Additional subsequent events should be communicated via email to LGA's Audit Review Manager.
- i) The component auditor shall read LGA's audited financial statements for the county government for the previous fiscal year noting in particular **related parties** in the notes to the financial statements, and **material misstatement** findings in the Findings and Questioned Costs Section. The previous year audited financial statements can be obtained from the Comptroller's website at www.comptroller.tn.gov. As required by generally accepted auditing standards, we have identified Management Override of Controls and Improper Revenue Recognition as presumptive fraud risks. The component auditor shall communicate to LGA (i.e., group management) on a timely basis **related parties** not previously identified by the group management in LGA's prior year audited financial statements. Related parties should be communicated via email to LGA's Audit Review Manager.
- j) The component auditor's report should not be restricted as to use in accordance with AU-C 905.
- k) Sections 1-7 and Sections 10-14 of this contract are also applicable to the component auditor during the performance of the component audit.

9. **Municipal Chart of Accounts Crosswalk**. The provisions of Section 9 relate exclusively to contracts to audit of a municipality, municipality's fund(s), and municipality's school board of education. The auditor shall convert respective municipal audited financial data into a condensed chart of accounts by use of a Microsoft Excel crosswalk tool prescribed by the Comptroller of the Treasury, State of Tennessee, or if a respective municipality, municipality's fund(s), or municipality's school board of education chooses to convert their own audited financial data by use of the crosswalk, the auditor shall verify the accuracy of their conversion. The completed condensed chart of accounts crosswalk in Microsoft Excel format shall be filed with the Comptroller of the Treasury, State of Tennessee, by the auditor when the audited financial report is submitted.

10. (Special Provisions)

11. In consideration of the satisfactory performance of the provisions of this contract, the organization shall pay to the auditor the fee(s) listed below. (Fees may be fixed amounts or estimated.)

Fixed Contract Fee:

Audit \$49,450.00

Municipal Chart of Accounts Crosswalk \$3,000.00

Total Fixed Contract Fee \$52,450.00

or

Estimated Contract Fee:

Audit

Municipal Chart of Accounts Crosswalk

Total Estimated Contract Fee

(If not a fixed amount, an estimated contract fee should be furnished to the governing unit for budgetary purposes. A schedule of fees and/or rates should be set forth below. Interim billings may be arranged with consent of both parties to this contract.) Provision for the payment of fees under this agreement has been or will be made by appropriation of management and those charged with governance.

SCHEDULE OF FEES AND/OR RATES:

Audit Fee \$49,450

Single Audit \$3,750

Chart of Accounts Crosswalk \$3,000

12. As the authorized representative of the firm, I do hereby affirm that:
- our firm and all individuals participating in the audit are in compliance with all requirements of the Tennessee State Board of Accountancy and;
 - our firm has participated in an external quality control review at least once every three (3) years, conducted by an organization not affiliated with our firm, and that a copy of our most recent external quality control review report has been provided to the organization and the office of the Tennessee Comptroller of the Treasury approving this contract;
 - all members of the staff assigned to this audit have obtained the necessary hours of continuing professional education required by *Government Auditing Standards*;
 - all auditors participating in the engagement are independent under the requirements of the American Institute of Certified Public Accountants and *Government Auditing Standards*.

13. This writing, including any amendments or special provisions, contains all terms of this contract. There are no other agreements between the parties hereto and no other agreements relative hereto shall be enforceable, unless entered into in accordance with the procedures set out herein and approved by the Comptroller of the Treasury, State of Tennessee. In the event of a conflict or inconsistency between this contract and the special provisions contained in paragraph 10 of this contract, the special provision(s) are deemed to be void. Any changes to this contract must be agreed to in writing by the parties hereto and must be approved by the Comptroller of the Treasury, State of Tennessee. All parties agree that the digital signatures, that is, the electronic signatures applied by submitting the contract, are acceptable as provided for in the Uniform Electronic Transaction Act. Any paper documents submitted related to this contract will be converted to an electronic format and such electronic document(s) will be treated as the official document(s).

14. If any term of this contract is declared by a court having jurisdiction to be illegal or unenforceable, the validity of the remaining terms will not be affected, and, if possible, the rights and obligations of the parties are to be construed and enforced as if the contract did not contain that term.

Blackburn, Childers and Steagall

Town of Jonesborough

Audit firm

Governmental Unit or Organization



Kevin Peters

By

Signature

Title/Position:

Partner

E-mail address

mvanthourmout@bcscpa.com

Date:

February 07, 2024



Glenn Rosenoff

By

Signature

Title/Position:

Town Administrator

E-mail address

grosenoff@jonesboroughtn.org

Date:

February 07, 2024

Approved by the Comptroller of the Treasury, State of Tennessee

For the Comptroller:

By

Date:

February 5, 2024

To Mr. Chuck Vest, Mayor, Board of Alderman
Mr. Glenn Rosenoff, Town Administrator
Ms. Janet Jennings, CPA, Town Recorder/Finance Director
Town of Jonesborough
123 Boone Street
Jonesborough, TN 37659

We are pleased to confirm our understanding of the services we are to provide the Town of Jonesborough, Tennessee (the Town) for the year ended June 30, 2024.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, including the related disclosures, which collectively comprise the basic financial statements, of the Town as of and for the year ended June 30, 2024. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Town's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Town's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1) Management's Discussion and Analysis and Pension Schedules

We have also been engaged to report on supplementary information other than RSI that accompanies the Town's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America, and we will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditors' report on the financial statements:

1) Supplemental Section

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

- 1) Other Supplemental Information Section and
- 2) Introductory Section

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on:

- Internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditor's Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the government or to acts by management or employees acting on behalf of the government. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or on major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit standards require we communicate significant risks identified in the planning phase and that we design our audit to provide reasonable assurance that the financial statements are free of material misstatement whether caused by error or fraud. Accordingly, we have identified revenue and other inflows and management override of internal controls as significant risks.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others.

In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

In addition, we will perform testing of census data for active TCRS employees. This will involve a test for accuracy and a test for completeness. Our procedures will be performed in conjunction with the Division of Tennessee State Audit.

Audit Procedures – Internal Control

We will obtain an understanding of the government and its environment, including the system of internal control sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures – Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Town's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of the Town's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the Compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on the Town's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, notes, schedule of expenditures of federal and state awards, and related notes and updating depreciation report of the Town and data collection form in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal and state awards, and related notes and depreciation report update, and data collection form services previously described. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, establishing and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement whether due to fraud or error, including internal controls over federal awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes), rules and the provisions of contracts and grant agreements (including award agreements). Your responsibility also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information. Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information.

You are responsible for making all drafts of financial statements, schedule of expenditures of federal awards, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review at the beginning of fieldwork.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received, and COVID-19 related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards.

You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains, and indicates that we have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, notes, schedule of expenditures of federal and state awards, and related notes, depreciation reports, data collection form and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, notes, schedule of expenditures of federal and state awards, and related notes, depreciation reports, data collection form and that you have reviewed and approved the financial statements, notes, schedule of expenditures of federal and state awards, and related notes, data collection form, and depreciation reports prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to electronically submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' reports or nine months after the end of the audit period.

We will provide copies of our reports to the Town; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Blackburn, Childers & Steagall, PLC and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to regulatory agencies or its designee, a federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request.

If requested, access to such audit documentation will be provided under the supervision of Blackburn, Childers & Steagall, PLC personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the regulatory agencies. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in October 2024 and to issue our reports no later than December 31, 2024. This date is dependent upon timely receipt of audit requested items, no unforeseen circumstances regarding the conditions of our records and receipt of Management's Discussion by December 15, 2024. Kevin R. Peters, CPA is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, confirmation service provider fees, etc.) except that we agree that our gross fee, including expenses, will not exceed \$49,450. Our fee for the additional testing of census data for the pension plan with TCRS will be \$1,500. Our fee for the State of Tennessee Comptroller's office general ledger account crosswalk will be \$3,000.

If the Single Audit and Uniform Guidance requirements apply to the Town, our additional fee will be \$3,750 for the Single Audit. Any additional services, such as technical consulting services including such matters as assistance with accounting standards, including new GASB standards, will be billed separately at our standard hourly rates. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees may be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement.

In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

To ensure that Blackburn, Childers & Steagall, PLC's independence is not impaired under the AICPA *Code of Professional Conduct*, you agree to inform the engagement partner before entering into any substantive employment discussions with any of our personnel.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

You have requested that we provide you with a copy of our most recent external peer review report and any subsequent reports received during the contract period. Accordingly, our 2021 peer review report accompanies this letter.

As an attest client, Blackburn, Childers and Steagall cannot retain your documents on your behalf. This is in accordance with ET 1.295.143 of the AICPA *Code of Professional Conduct*. The Town is responsible for maintaining its own data and records. I-channel and Suralink (referred to as portals) are used solely to transmit data and are not intended to store the Town's information. The Town is responsible for downloading any deliverables and other records from these portals that it wishes to retain for its own records at the completion of the engagement. Upon completion of the engagement, data and other content will either be removed from the portals or become unavailable to the Town within one year.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to management and the governing board of the Town. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance.

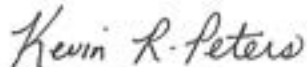
The Uniform Guidance report on internal control over compliance will state that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

With regard to using the auditors' report, you understand that you must obtain our prior written consent to reproduce or use our report in bond offering official statements or other documents.

We appreciate the opportunity to be of service to the Town of Jonesborough, Tennessee and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

BLACKBURN, CHILDERS & STEAGALL, PLC



Kevin R. Peters, CPA
Member of the Firm

RESPONSE:

This letter correctly sets forth the understanding of the Town of Jonesborough, Tennessee.

By: _____

Title: _____

Date: _____



REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

To the Partners of Blackburn, Childers & Steagall, PLC
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Blackburn, Childers & Steagall, PLC (the firm) in effect for the year ended December 31, 2020. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under Government Auditing Standards, including a compliance audit under the Single Audit Act; audits of employee benefit plans, and an examination of service organizations [SOC 2 engagement].

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Blackburn, Childers & Steagall, PLC in effect for the year ended December 31, 2020, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of pass, pass with deficiency(ies) or fail. Blackburn, Childers & Steagall, PLC. has received a peer review rating of pass.

Smith Elliott Kearns & Company, LLC

Hagerstown, Maryland
June 10, 2021