

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

MEETING NOTICES

MONDAY, MARCH 17, 2025

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

BEER BOARD

1. Approval of Minutes
2. Application for an On-Premise Beer License for the Jackson Theatre, 121 and 125 West Main Street, Jonesborough, TN

PUBLIC HEARING

1. Annexation of certain property located off Boones Creek Road as part of the Reserves at Boones Creek Project

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. Little League Concession Agreement for the 2025 Season
8. Report on Debt Obligation – Sanitation Truck Capital Outlay Note, Series 2025
9. Town Sponsored Special Events
 - a. 2025 Brews &Tunes
 - b. 2025 Memorial Day & Veterans Day Ceremonies
 - c. 2025 Jonesborough Days Festival
 - d. 2025 Easter Eggstravaganza

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Committee Appointments
 - b. Arbor Day Proclamation
 - c. Employee of the Month
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments
6. **OLD BUSINESS**
 - A. Discussion and possible action concerning second and final reading of an Ordinance to annex certain property located off Boones Creek Road as part of the Reserves at Boones Creek project;

7. **NEW BUSINESS**

- A. Discussion and possible action concerning Special Event Application Requests:
 - 1. Star Wars Day – May The 4th Be With You – JAMSA
 - 2. 2025 Garden Tour & Tea – Tuesday Garden Club
 - 3. Farm-To-Table Dinner – Jonesborough Locally Grown
- B. Discussion and possible action concerning Outdoor Use Area Permit Renewal Application Requests;
- C. Discussion and possible action concerning Wetlands Water Park 2025 Season:
 - 1. Menu Pricing
 - 2. Birthday Party Package Pricing
- D. Discussion and possible action concerning the East Main Street alley repair;
- E. Discussion and possible action concerning approval of Loan Resolution No. 2025-04 USDA-RD for the Jackson Theatre project;
- F. Discussion and possible action concerning approval of a Utility Asset Management Agreement;
- G. Discussion and possible action concerning approval of an Initial Resolution for Water Treatment Plant Upgrade Project ;
- H. Discussion and possible action concerning approval of a Full Resolution for Water Treatment Plant Upgrade Project;
- I. Discussion and possible action concerning approval of a Resolution for the 2025 Local Park and Recreation Fund Grant (LPRF) Application;
- J. Adjournment.

7. **NEW BUSINESS**

- A. Discussion and possible action concerning Special Event Application Requests:
 - 1. Star Wars Day – May The 4th Be With You – JAMSA
 - 2. 2025 Garden Tour & Tea – Tuesday Garden Club
 - 3. Farm-To-Table Dinner – Jonesborough Locally Grown
- B. Discussion and possible action concerning Outdoor Use Area Permit Renewal Application Requests;
- C. Discussion and possible action concerning Wetlands Water Park 2025 Season:
 - 1. Menu Pricing
 - 2. Birthday Party Package Pricing
- D. Discussion and possible action concerning the East Main Street alley repair;
- E. Discussion and possible action concerning approval of Loan Resolution No. 2025-04 USDA-RD for the Jackson Theatre project;
- F. Discussion and possible action concerning approval of a Utility Asset Management Agreement;
- G. Discussion and possible action concerning approval of an Initial Resolution for Water Treatment Plant Upgrade Project ;
- H. Discussion and possible action concerning approval of a Full Resolution for Water Treatment Plant Upgrade Project;
- I. Adjournment.

JONESBOROUGH BEER BOARD

AGENDA PRESENTATION

DATE: MARCH 17, 2025 AGENDA ITEM #: 1

SUBJECT: Approval of Minutes

Attached for approval are the minutes of the June 17, 2024 Beer Board meeting.

BOARD OF MAYOR AND ALDERMEN

BEER BOARD

JUNE 17, 2024

The Board of Mayor and Aldermen (BMA) met as the Jonesborough Beer Board on Monday, June 17, 2024, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Terry Countermine, Alderman Virginia Causey, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Matthew Musgrove (associate of Town Attorney Jim Wheeler who was absent).

The first item on the agenda was approval of minutes, and Mayor Vest called for a motion. Alderman Wolfe made the motion to approve the June 12, 2023, June 30, 2023, and July 24, 2023 Beer Board meeting minutes as presented. Alderman Countermine seconded the motion and it was duly passed.

Mayor Vest said the next item for consideration was an application for an On-Premise Beer License for Texas Burritos LLC, 109 Courthouse Square, Jonesborough, TN. Mary Sipple and Myra Cardenas with Texas Burritos, LLC have requested approval for an On-Premises Beer License at their restaurant located at 109 Courthouse Square. The restaurant already has a beer license and an ABC license; however, the business recently changed business name and structure from Texas Burritos & More to "Texas Burritos, LLC" and thus required the business to go through the approval process again with TNABC and the Town. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the On-Premises Beer License for Texas Burritos, LLC restaurant located at 109 Courthouse Square, as presented. Alderman Countermine seconded the motion and it was duly passed.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

JONESBOROUGH BEER BOARD

AGENDA PRESENTATION

DATE: MARCH 17, 2025 **AGENDA ITEM #:** 2

SUBJECT: On-Premise Beer License – Jackson Theatre, 121 & 125 West Main Street

BACKGROUND:

On behalf of the Town of Jonesborough, staff is requesting approval for an On-Premise Beer License for town facilities, Jackson Theatre and Stage Door located at 121 and 125 West Main Street. The Town of Jonesborough has also obtained a license from the Tennessee Alcoholic Beverage Commission, Liquor by the Drink LBD Legislative License with effective date 2/28/2025. As you recall, legislation was passed permitting different town facilities to apply for licenses to sell alcohol. The Jackson Theatre/Stage Door was a facility that was permitted through the legislation to be able to serve alcohol. As such, the town went through the process with the Tennessee Alcohol Beverage Commission (TNABC) to secure a liquor by the drink license (see attached).

We are now seeking approval to serve beer on-premises. Attached is an application for the On-Premise Beer License. The application is complete, the \$250.00 application fee has been paid, the background checks have come back with no record, and a copy of the ABC license is included. The Jackson Theatre and Stage Door have been operating for over 5 months. Town Attorney Jim Wheeler is reviewing the application.

RECOMMENDATION:

Approve the On-Premise Beer License for the Jackson Theatre and Stage Door located at 121 and 125 West Main Street.

**TOWN OF JONESBOROUGH, TENNESSEE
APPLICATION
ON-PREMISE BEER LICENSE**

LICENSE FOR ON-PREMISE SALE OF BEER WILL BE FOR A PERIOD ESTABLISHED IN SECTION 2-207 OF THE JONESBOROUGH MUNICIPAL CODE. REGULATIONS GOVERNING THE SALE OF ON-PREMISE BEER WITHIN THE CORPORATE LIMITS OF THE TOWN OF JONESBOROUGH ARE ESTABLISHED IN THE ORDINANCE BECOMING CHAPTER 2 OF TITLE 2 OF THE JONESBOROUGH MUNICIPAL CODE OR AS MAY BE SUBSEQUENTLY AMENDED.

I, Glen Roseff, on behalf of Town of Jonesborough
make application to the Board of Mayor and Aldermen of the Town of Jonesborough for a license ✓ or renewal license _____, to sell legalized beer or other beverage with an alcoholic content not exceeding eight percent (8%) of weight on-premise at my place of business located at:

NAME OF BUSINESS (Where Sale Requested): Town of Jonesborough
Jackson Theatre

ADDRESS: 121 and 125 West Main Street
Jonesborough, TN 37659

DESCRIPTION OF LOCATION: Jackson Theatre and Stage Door
facilities

BUSINESS PHONE NO. 788-4909 **Home Phone No.** N/A

Describe Nature of Business Theatre facility with Commercial Concessions
(Stage Door)

TYPE OF APPLICANT (check one): Person ____; Firm ____; Corporation ____; Joint-Stock Company ★; Syndicate ____; Limited Liability Company ____; Partnership/Association ____
*Local Government

Personal Information of Manager of Business (if other than the applicant him/herself)

Name _____ Home Phone No. _____

Date of Birth _____ Social Security Number _____

Address _____

Give the Name, relationship to the applicant (if applicable) and address of the former beer permittee at this location: _____

A copy of the deed to the property or the lease of the property on which the establishment is located must accompany the application. Copy attached? yes

A copy of the entity's certificate of incorporation or charter or other similar evidence of authorization to do business within the State of Tennessee must accompany the application. Copy attached? yes

I/we do hereby further declare for the purposes of obtaining an On-Premise Beer License

1. (a) That, Applicant has not, nor has anyone to be employed by him/her, in such distribution or sale of intoxicating beverages has been convicted of any violation of the statutes of the United States or the State of Tennessee prohibiting the possession, sale, manufacture, or transportation of intoxicating liquors or any other crime involving moral turpitude in the past ten (10) years.

Has Applicant, or anyone to be employed by him/her been convicted of any violation described in Section (1a) above in the last ten (10) years? Yes _____ No X
If yes, explain _____

- (b) That, no members, officers, stockholders or employees of the corporation, syndicate, joint stock company or any associates making this application is a person who has been convicted of any violation of the laws of the United States or the State of Tennessee prohibiting the possession, sale, manufacture, or transportation of intoxicating liquors or any crime involving moral turpitude in the past ten (10) years

Has any member, officer, stockholder or employee of the business, corporation, syndication, joint stock company or any association been convicted of any violation listed, in Section (1b) above in the last ten (10) years? Yes _____ No X
If yes, explain _____

(c) **Has Applicant, the business, nor any person who owns five percent (5%) or more of the business, ever had a beer permit revoked, suspended or denied in the State of Tennessee?** No If yes, specify where, when and why: _____

-
2. (a) That, no sale of intoxicating beverages shall be made to persons under twenty-one (21) years of age, nor shall minors be employed directly in the sale or distribution of such beverages.

(b) That, no sale shall be made to persons intoxicated or who are feeble-minded, insane or otherwise mentally incapacitated.

(c) That, all persons employed by the applicant directly involved in the sale or distribution of intoxicating beverages authorized under license shall be permitted as required to serve alcoholic beverages under the terms established for a Liquor-By-The-Drink Permit by the State of Tennessee.
 3. That, no minor shall be allowed to loiter about the Applicant's premises.
 4. (a) That, the Applicant is of good character and has a sufficient legal interest in the location described in this application as to entitle the Applicant to conduct the sale of beer on-premises at such place of business.

- (b) That, at said location of the sale or distribution of beer on-premise that no loud, unusual, or obnoxious noises shall be allowed, and the Applicant shall conduct such place of business otherwise in an orderly, peaceful, and lawful manner.
- (c) That, the sale or distribution of beer at the location described herein will not cause congestion or traffic or interference of schools, churches or other places of public gathering or will otherwise interfere with public health, safety or morals.
5. (a) That, I hold a valid license for the sale of alcoholic beverages by the drink for intoxicating beverages above eight (8%) percent by weight issued by the Alcoholic Beverage Commission of the State of Tennessee; a copy of which has been submitted with this application. Upon request, all information submitted with the Tennessee Alcoholic Beverage Commission permit application will be made available to the Town of Jonesborough.
- Permit Number** LBD5PL-WAS-2506652 **Copy attached?** Yes
Date Issued 2-27-2025 **Privilege Tax Paid \$** 100.00
 * LBD Special Legislation License
- (b) That, I understand that a revocation of the license for the sale of alcoholic beverages by the drink by the Alcoholic Beverage Commission of the State of Tennessee will automatically and immediately revoke the license to sell beer by the Town of Jonesborough.
6. That, in the place of business where intoxicating beverages are sold for consumption on premise, proper sanitary facilities for both sexes shall be provided.
7. That, gambling in any form shall not be permitted on the premises.
8. That, the person so applying for the license to sell beer on premise will conduct the business in person, or if he or she is acting as agent for any other firm, corporation, or association, the name or names of the owners of the business requesting to be licensed, together with their addresses and the nature of the firm, corporation or association for which the Applicant is acting is listed and identified in this application.

Name of Applicant **and** all members, officers, and/or stockholders interested in the business of said Applicant including address, date of birth and social security number.

	NAME	HOME ADDRESS	DATE OF BIRTH	SOCIAL SECURITY #
Applicant -	<u>TOWN OF JONESBOROUGH</u>			
	<u>123 Boone Street</u>			
	<u>Jonesborough, TN 37659</u>			

ADDRESS TO RECEIVE ANNUAL TAX NOTICE & ANY OTHER COMMUNICATIONS

Name of Business, Corporation Town of Jonesborough
 Address 123 Boone Street Jonesborough TN 37659
 Mailing Address SAME AS ABOVE

Telephone Number 423-753-1030

BUILDING/PROPERTY OWNER

Name of Owner Town of Jonesborough

Address 121 & 125 W. Main Street

Mailing Address SAME

Telephone Number 788-4909

9. That, no permit now in force or hereafter issued shall be good or valid except at the location described in this application, nor shall such permit be transferable to another location.
10. That, I have obtained all permits and paid all fees, privilege taxes, and met all other requirements of the laws of the State of Tennessee and the United States. Also I have paid the Privilege Tax for the ABC permit to the Town of Jonesborough in the amount of \$ 100.00.
11. That, I, the Applicant, agree that the place of business and premises, including any house, building, room or rooms, where the business conducted under this license here applied for shall be open to inspection and investigation at any time such place is open for business by any regular or special police officer of the Town of Jonesborough.
12. That, I have filed with the County Court Clerk the bond provided for in Tennessee Code Annotated, Section 57-5-106 and 57-5-107.
Bond Indication No. 66443082
Date Filed January 30, 2025 (in effect 2-28-25)
13. That, I understand that the sale of intoxicating beverages shall not exceed 50% of the gross business sales annually.

Printed Name of Applicant Glenn Rosenoff

Signature [Signature]

Date 3/1/2025

I, Glenn Rosenoff, do hereby certify that I have received, read,
(Applicant's Printed Name)

and understood the regulations governing the sale of beer and intoxicating beverages in the Town of Jonesborough, as designated in Chapters 1 and 2 of Title 2 of the Jonesborough Municipal Code. I understand Applicants must appear in person at the scheduled Board meeting for consideration of the application unless the ownership offices of the establishment are located outside Washington County, in which case, the manager of the store may represent the owner at the meeting.

I certify that each and every statement made by me in the above application is true and correct and agree that if any statement is false, the permit issued pursuant thereto may be revoked by the Beer Permit Board upon notice and hearing, in which event the burden shall

be upon the permittee to prove the correctness of all statements in this application. I am aware of my continuing obligation to amend or supplement this application promptly if a change in circumstances affects the responses provided in this application, either before or after a permit has been issued. I will surrender to the Beer Board any permit issued under this application within fifteen (15) days of termination of the business, change in ownership, relocation of the business or change of the business's name.

I hereby release, absolve and hold harmless the Town of Jonesborough, the Jonesborough Beer Board, the Jonesborough Department of Public Safety, its' employees, agents and representatives from any and all liability of whatever type for any damages, causes of action, personal property injuries which may result as a consequence of my application for a beer permit, background investigation, release of documents or other matters related to my application. I hereby waive all possible liability of the Town of Jonesborough, the Jonesborough Beer Board, the Jonesborough Department of Public Safety, its employees, agents and representatives as stated above.

Furthermore, I declare that I am the Chief Administrative Officer of the business and in such capacity I am authorized to execute this application on behalf of said business.

Signature [Signature]
Date 3-12-2025

STATE OF TENNESSEE
WASHINGTON COUNTY

Glean Roseoff
(Name of Applicant)

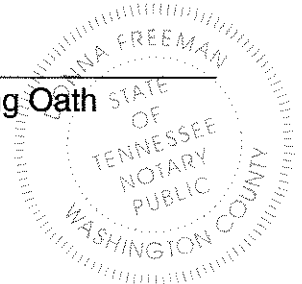
, being first duly sworn makes oath that all statements of fact contained in the foregoing application are true.

[Signature]
Signature of Applicant

SWORN TO AND SUBSCRIBED BEFORE ME,
this 12th day of March, 20 25.

Donna Freeman

Signature of Officer Administering Oath



My Commission expires on the

29th day of April, 20 26.

NOTICE: A non-refundable \$250.00 fee in the form of a cashier's check payable to the Town of Jonesborough must accompany this application. If the application is approved, you are required to provide documentation of sales tax registration to the Town within ten (10) days of approval. An annual privilege tax of \$100.00 is imposed on the

business of selling, distributing, storing or manufacturing beer in this state. The tax is due each January 1 and is payable to the Town in the Recorder's office. Penalties are applied daily after January 1. The tax is prorated for new permits issued after January 1, and must be paid when the permit is issued. ANY APPLICANT MAKING A FALSE STATEMENT IN THIS APPLICATION SHALL FORFEIT HIS OR HER PERMIT AND SHALL NOT BE ELIGIBLE TO RECEIVE ANY PERMIT FOR TEN (10) YEARS.

TOWN USE ONLY:		Received: Date ____/____/____		by (initials) _____		App. Fee _____	
Inspections:		Fire _____		Building _____		Electrical _____ Plumbing _____	
Administrative Review _____		Verification of Privilege Tax Payment by Recorder _____					



Tennessee
State Government

State of Tennessee
Alcoholic Beverage Commission



LBD SPECIAL LEGISLATION LICENSE

License Number : LBDSP-L-WAS-2506652

Application having been duly made in compliance with the Provisions of Chapter 211 of the Public Acts of 1967, a permit to sell Alcoholic Beverages is hereby issued to:

Name of Business: Town of Jonesborough

DBA: Jackson Theatre

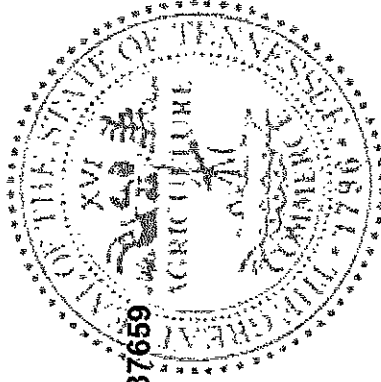
Business Address: 121 & 125 W MAIN ST
JONESBOROUGH, TN 37659

County Name: WASHINGTON

Effective Date: 02/28/2025

Issuance Date: 02/27/2025

Expiration Date: 02/27/2026





TENNESSEE DEPARTMENT OF REVENUE
Tax Bond

(7/24)

Business Information

662-6000322 66443082
FEIN/SSN Bond Number
We, TOWN OF JONESBOROUGH - JACKSON THEATRE, of
(Entity Legal Name)
125 WEST MAIN ST JONESBOROUGH
(Primary Address) (City)
County of WASHINGTON, State of Tennessee, as principal, and

AUTO-OWNERS (MUTUAL) INSURANCE COMPANY, a corporation

organized under the laws of the State of TENNESSEE, and duly admitted
and/or authorized by the Tennessee Commissioner of Insurance to transact surety insurance business in this state
pursuant to Chapter 2 or Chapter 20 of Title 56 of the Tennessee Code Annotated, as surety, acknowledge our
indebtedness to the State of Tennessee in the penal sum of TEN THOUSAND AND NO/100

dollars (\$ 10,000⁰⁰), for the payment of which sum we hereby obligate and bind ourselves
and our respective legal representatives and successors, jointly and severally.

The conditions of the foregoing obligation are that (select the applicable option):

Bond Type

☒ **Consumption on the Premises (Liquor-by-the-Drink) Tax Bond**

☐ Wine only - \$10,000.00

☒ Full liquor bond - \$10,000.00

Principal has applied to the Alcoholic Beverage Commission of the State of Tennessee for a license to sell
alcoholic beverages for consumption on the premises under the provisions of Tenn. Code Ann. § 57-4-101, et seq.

Pursuant to Tenn. Code Ann. § 57-4-302, and the rules promulgated pursuant thereto, must be executed by principal
and a solvent corporate surety approved by the Commissioner of Revenue, such bond to be conditioned on the
proper payment of all state taxes, penalty, and interest connected with the sale of alcoholic beverages for consump-
tion on the premises for which the principal may become liable.

If the principal shall properly pay all taxes, penalty, and interest connected with the sale of alcoholic beverages for
consumption on the premises for which it may become liable during the effective period of this obligation, then
this obligation shall be null and void; otherwise, it shall remain in full force and effect.

This bond is executed pursuant to Tenn. Code Ann. § 57-4-302 et seq., and is intended to comply with all
requirements of such statute.

The effective date of this bond shall be January 30, 2025. This bond
is a continuous bond and shall continue in full force from the effective date of the bond through the period that
the principal is a licensee under Tenn. Code Ann. § 57-4-101 et seq., unless terminated or cancelled as hereinafter
provided.

Alcoholic Beverages Tax Bond - \$75,000.00

Principal has applied to the State of Tennessee for a Certificate of Registration to wholesale or distribute
alcoholic beverages and/or any other such beverage under the provisions of Chapter 3, Title 57 of the Tennessee
Code Annotated.

Pursuant to Tenn. Code Ann. § 57-3-303 and the rules promulgated pursuant thereto, a bond must be executed by principal and a solvent corporate surety approved by the Commissioner of Revenue, such bond to be conditioned on the proper payment of all state taxes, penalty, and interest connected with the wholesaling and distributing of alcoholic beverages and/or any other such beverage for which the principal may become liable.

If the principal shall properly pay all taxes, penalty, and interest connected with the wholesaling and/or distributing of alcoholic beverages and/or any other such beverage for which it may become liable during the effective period of this obligation, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

This bond, except for the maximum penal amount provision, is executed pursuant to Tenn. Code Ann. § 57-3-303, and is intended to comply with all requirements of such statute,

The effective date of this bond shall be _____, 20_____. This bond is a continuous bond and shall continue in full force from the effective date of the bond through the period that the principal is a licensee under Tenn. Code Ann. § 57-3-303 et seq., unless terminated or cancelled as hereinafter provided.

_____ **Beer Tax Bond**

_____ Beer Manufacturers - \$20,000

_____ Beer Wholesalers - \$10,000

Principal has applied to the State of Tennessee for a Certificate of Registration to store, sell, distribute, and/or manufacture beer and/or any other such beverage under the provisions of Chapter 5, Title 57 of the Tennessee Code Annotated.

Pursuant to Tenn. Code Ann. § 57-5-106 and the rules promulgated pursuant thereto, a bond must be executed by principal and a solvent corporate surety approved by the Commissioner of Revenue, such bond to be conditioned on the proper payment of all state taxes, penalty, and interest connected with the selling, storing, distributing, and/or manufacturing of beer and/or any other such beverage for which the principal may become liable.

If the principal shall properly pay all taxes, penalty, and interest connected with the storing, selling, distributing, and/or manufacturing of beer and/or any other such beverage for which it may become liable during the effective period of this obligation, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

This bond, except for the maximum penal amount provision, is executed pursuant to Tenn. Code Ann. § 57-5-106, and is intended to comply with all requirements of such statute,

The effective date of this bond shall be _____, 20_____. This bond is a continuous bond and shall continue in full force from the effective date of the bond through the period that the principal is a licensee under Tenn. Code Ann. § 57-5-102 et seq., unless terminated or cancelled as hereinafter provided.

_____ **Tobacco Affixing Agent - \$2,000+**

Principal has applied to the State of Tennessee for a license to engage as a "manufacturing distributor", "wholesale dealer and jobber" or any other licensee duly appointed by the Commissioner of the Tennessee Department of Revenue as an affixing agent of revenue tax stamps on cigarettes and/or tobacco products.

In accordance to TENN. COMP. R. & REGS. 1320-04-03-.01(3), the principle shall execute a bond for each separate location or place of business. The bond value shall be \$100 for each \$10,000 of tax liability on an average month's purchases for a TN domiciled licensee and on an average month's sales for non-resident licensee. The minimum bond shall be \$2,000.

If the principal shall properly pay all taxes, penalty, and interest connected with the activities described above for which it may become liable during the effective period of this obligation, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

The effective date of this bond shall be _____, 20_____. This bond is a continuous bond and shall continue in full force from the effective date of the bond through the period that the principal is a licensee under Tenn. Code Ann. § 67-4-1001 et seq., unless terminated or cancelled as hereinafter provided.

_____ Tobacco Manufacturer's Warehouse - \$20,000+

The principal has applied for a "manufacturer's warehouse" license to maintain a warehouse, building, or structure, separate from its manufacturing operation, where its tobacco products are stored for distribution.

In accordance to TENN. COMP. R. & REGS. 1320-04-03-.01(3), the principle shall execute a penal bond in the amount of \$20,000 to the state for each warehouse.

If the principal shall properly pay all taxes, penalty, and interest connected with the activities described above for which it may become liable during the effective period of this obligation, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

The effective date of this bond shall be _____, 20____. This bond is a continuous bond and shall continue in full force from the effective date of the bond through the period that the principal is a licensee under Tenn. Code Ann. § 67-4-1001 et seq., unless terminated or cancelled as hereinafter provided.

Signature(s)

_____ State Business Tax Bond

1. Principal has applied to the Tennessee Department of Revenue or a county in Tennessee for a state business tax license under the provisions of Tenn. Code Ann. § 67-4-723, is performing work described in Tenn. Code Ann. § 67-4-708(4)(A), and is domiciled in a state other than the State of Tennessee.

2. Pursuant to Tenn. Code Ann. § 67-4-707(a), a bond in an amount sufficient to pay the entity's business tax liability for the balance of the tax period for which the license applies must be executed by principal and a solvent corporate surety approved by the Commissioner of Revenue, such bond to be conditioned on the proper payment of all business taxes, penalty, and interest on gross receipts received for with the performance of work for which the principal may become liable.

If the principal shall properly pay all business taxes, penalty, and interest connected on its Tennessee gross receipts for which it may become liable during the effective period of this obligation, then this obligation shall be null and void; otherwise, it shall remain in full force and effect.

This bond is executed pursuant to Tenn. Code Ann. § 67-4-707(a) and is intended to comply with all requirements of such statute.

The effective date of this bond shall be _____, 20____. This bond is a continuous bond and shall continue in full force from the effective date of the bond through the period that the principal is a licensee under Tenn. Code Ann. § 67-4-707(a), unless terminated or cancelled as hereinafter provided.

Further, it is expressly provided that:

1. Both the principal and surety under this bond shall be considered the taxpayers as to the State of Tennessee, with all rights, privileges, obligations, and limitations pertaining to taxpayers under the laws of the State of Tennessee.
2. The surety, upon the payment of any amount to the State of Tennessee pursuant to this bond, shall not be subrogated to any rights of the State of Tennessee to collect taxes unless and until the entire liability of the principal to the State of Tennessee has been paid, including all taxes, penalty, and interest assessed against the principal.
3. The surety shall be liable to the State of Tennessee for any taxes, penalty, and interest connected with the purpose for which this bond is issued accruing against the principal(s) during the effective period of the bond which are not properly paid to the State of Tennessee, up to the maximum penal amount of the bond.
4. The surety may cancel this bond and be relieved of further liability hereon by giving 60 days written notice to the Tennessee Department of Revenue, Andrew Jackson Building, Nashville, Tennessee 37242; but, such cancellation shall not affect any liability incurred or accrued hereunder prior to the termination of the notice period.

The premium for which this bond is written is ONE HUNDRED AND NO/100 dollars
(\$ 100.00). In witness whereof, the parties have executed this bond at _____,
the 30TH day of JANUARY, 20 25.

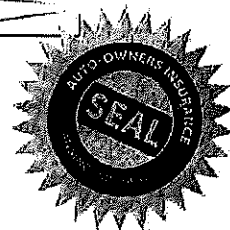
TOWN OF JONESBOROUGH

Glen Rosenoff
Principal(s)

Signature of Principal(s) must be Notarized here

AUTO OWNERS (MUTUAL) INS. CO.
Surety

By _____
Attorney-in-Fact



State of TENNESSEE

County of WASHINGTON

On this 4TH day of JAN FEBRUARY, 20 25, before me personally
appeared the GLEN ROSENOFF, to me known to be
(principal (principals) described in and who executed the foregoing instrument, and acknowledged that (he) (she)
(they) executed the same as (his) (her) (their) free act and deed.

Legal

Angela Hawkins
Notary Public

My Commission expires on the 1ST day of APRIL, 20 28.
(SEAL)

Signature of Attorney-in-Fact* for Surety must be Notarized here

State of TENNESSEE

County of WASHINGTON

On this 30TH day of JANUARY, 20 25, before me a notary public,
personally appeared MICHAEL STEPLING WINN, to me known to be
the person who executed the foregoing instrument on behalf of AUTO OWNERS INS. CO., surety, and
acknowledged that (he) (she) executed the same as the free act and deed of said surety.

Angela Hawkins
Notary Public

My Commission expires on the 1ST day of APRIL, 20 28.
(SEAL)

Approved as to sufficiency and accepted:

Delegate of Commissioner of Revenue

*If this bond is executed by an attorney-in-fact for any party thereto, a copy of the power of attorney designating such person as attorney-in-fact with the authority to execute such instruments must be attached hereto.

DATE AND ATTACH TO ORIGINAL BOND
AUTO-OWNERS (MUTUAL) INSURANCE COMPANY

LANSING, MICHIGAN
POWER OF ATTORNEY

NO. 66443082

KNOW ALL MEN BY THESE PRESENTS: That the AUTO-OWNERS (MUTUAL) INSURANCE COMPANY AT LANSING, MICHIGAN, a Michigan Corporation, having its principal office at Lansing, County of Eaton, State of Michigan, adopted the following Resolution by the directors of the Company on January 27, 1971, to wit:

"RESOLVED, That the President or any Vice President or Secretary or Assistant Secretary of the Company shall have the power and authority to appoint Attorneys-in-fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity, and other writings obligatory in the nature thereof. Signatures of officers and seal of Company imprinted on such powers of attorney by facsimile shall have same force and effect as if manually affixed. Said officers may at any time remove and revoke the authority of any such appointee."

Does hereby constitute and appoint MICHAEL STERLING WINN

its true and lawful attorney(s)-in-fact, to execute, seal and deliver for and on its behalf as surety, any and all bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof, and the execution of such instrument(s) shall be as binding upon the AUTO-OWNERS (MUTUAL) INSURANCE COMPANY AT LANSING, MICHIGAN as fully and amply, to all intents and purposes, as if the same had been duly executed and acknowledged by its regularly elected officers at its principal office.

IN WITNESS WHEREOF, the AUTO-OWNERS (MUTUAL) INSURANCE COMPANY AT LANSING, MICHIGAN, has caused this to be signed by its authorized officer this 22nd day of December, 2023.

Brandi Holly
Brandi Holly Senior Vice President

STATE OF MICHIGAN } ss.
COUNTY OF EATON }

On this 22nd day of December, 2023, before me personally came Brandi Holly, to me known, who being duly sworn, did depose and say that they are Brandi Holly, Senior Vice President of AUTO-OWNERS (MUTUAL) INSURANCE COMPANY, the corporation described in and which executed the above instrument, that they know the seal of said corporation, that the seal affixed to said instrument is such Corporate Seal, and that they received said instrument on behalf of the corporation by authority of their office pursuant to a Resolution of the Board of Directors of said corporation.

My commission expires January 26th, 2029.

Jeffrey P. Many
Jeffrey P. Many

Notary Public



STATE OF MICHIGAN } ss.
COUNTY OF EATON }

I, the undersigned First Vice President, Secretary and General Counsel of AUTO-OWNERS (MUTUAL) INSURANCE COMPANY, do hereby certify that the authority to issue a power of attorney as outlined in the above board of directors resolution remains in full force and effect as written and has not been revoked and the resolution as set forth is now in force.

Signed and sealed at Lansing, Michigan. Dated this 30th day of January, 2025.

William F. Woodbury
William F. Woodbury, First Vice President, Secretary and General Counsel



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

DATE: March 17, 2025 **AGENDA ITEM** *Consent Agenda*
1

SUBJECT: Approval of Minutes

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

January 13, 2025 – Regular Meeting
February 10, 2025 – Regular Meeting

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JANUARY 13, 2025

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, January 13, 2025, at 7:00 p.m., at the 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 Donna Freeman led the pledge to the Flag.

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder 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 and there were none. Alderman Wolfe made the motion, seconded by Alderman Causey, and duly passed to approve the following items on the Consent Agenda:

1. Approve the following bills for payment:

Insert Payment

2. Approve the following Operations Manager Report:

Insert Report

3. Approve the following Supervisor Reports: Fire Department, Police Department, Senior Center, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment, McKinney Center, McKinney Center Program Manager, Digital Media Manager, Director of Special Events, Marketing Manager, Street Department, Animal Control, Jackson Theatre Operations Manager, Jackson Center Assistant Operations Manager, and Jackson Theatre Technical Director.
4. Approve the appointment of Vincent Sicca to the position of Solid Waste Director at Grade 19, Step 1, at an annual salary of \$70,919.00.
5. Approve continue paying the BMA approved stipend to Mr. Malcolm Highsmith for the first two weeks of the new Solid Waste Director appointment in order that Mr. Highsmith may assist in the transition/training period.

6. Approve a stipend of \$1,000 for Rick Duvall, Facility Maintenance Supervisor for additional duties as Building Inspector.

The next item on the agenda was the approval of the Financial Report. Alderman Wolfe asked Town Recorder Janet Jennings about the Town's financial status. Janet Jennings said the property taxes are coming in good, the sales tax are breaking even, and the system switch over for utilities should be completed in the very near future. Mayor Vest asked the Aldermen if they had any further questions or comments. There being none, Alderman Wolfe made the motion to approval the Financial Report as presented. Alderman Dickson seconded the motion and it duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest recommended the following Committee appointments:

Historic Zoning Commission – Michael Kieta to fill a vacant term expiring Sept. 2027

Jonesborough Planning Commission – Darrell Fowler to fill a vacant term expiring August 2026

JRT Board of Directors – Nansee Williams to fill a vacant term expiring June 2025

Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Countermine made the motion to approve Mayor Vest's Committee appointment recommendations, seconded by Alderman Dickson and duly passed.

Mayor Vest said the Christmas and Jackson Theatre events were both great in November and December; expressed his appreciation to the Water Distribution Crew in repairing a major leak a couple of weeks ago at three o'clock in the morning in order to restore water service to customers; and that he would like to see updates on the Town website for reports and rates.

Mayor Vest presented a Proclamation to Jet Swartz and Phi Kappa Psi Fraternity, University of Mississippi, Oxford, Mississippi for their hard work in raising \$20,000 with the funds being donated to Jonesborough's Shop With A Cop/Firefighter Program, providing assistance to local families in need and effected by the flooding due to Hurricane Helene in our area.

INSERT PROCLAMATION

Mayor Vest presented the Martin Luther King, Jr. Day of Service Proclamation to the McKinney Center Committee. Skye McFarland accepted the proclamation and said there will be a Food Drive at the McKinney Center through January 20th, and the Washington County/Johnson City schools art exhibit will be at the McKinney Center through January 23, 2025.

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

Insert Nomination

Mayor Vest asked Mary Regen if she had any comments. Mary Regen expressed her appreciation and gratitude in being nominated and selected for Employee of the Month.

INSERT NOMINATION LETTER

Citizens Comments was the next item on the agenda. 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 he is very proud of the town and how everyone works together in serving the needs of our community; and the Shop with the Cop was great event. Alderman Wolfe said the Town experienced a major water leak a few weeks ago, that put us in peril, which is part of the reason why we're building a new water plant and working to get a new transformer and generators. Alderman Wolfe asked Utility Manager Kevin Brobeck to talk about the water system.

Kevin Brobeck said there is a need for additional flows to better detect leaks and improve the overall efficiency of the water system. Kevin Brobeck emphasized the challenges posed by Jonesborough's extensive infrastructure, which includes 500 miles of water piping. Mr. Brobeck said detecting leaks in such a vast network can be time-consuming. He said that new flow meters would enable the Utility Department to digitally monitor flow rates and pinpoint issues faster; and added that the installation of flow meters and the creation of more defined zoning areas would allow the department to address problems more efficiently and prevent a future water crises. Mayor Vest thanked Kevin Brobeck for the information.

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 the agreement with the JRT Board is in their hands and hopes to get it back from them very soon.

The first item under New Business was the approval of the Fiscal Year 2023-2024 Audit Report. Sienna Rambo, Blackburn, Childers and Stegall, reported that the audit was unmodified (clean) report and there was only one finding that was an expenditure exceeding the budget after it had been approved. Sienna Rambo expressed her appreciation to Town Recorder Janet Jennings and Town Administrator Glenn Rosenoff and Town staff for working with them on FY23-24 audit.

The next item on the agenda was the approval of the Special Event Application request for St. Paddy's Day Celebration to be held on Saturday, March 15, 2025. The event will kick-off with the parade, and the route will go down Boone Street, Main Street, take a right and back to the library parking lot. Adjustments will be made as public safety deems appropriate. The St. Paddy's Fun Run which will begin and end at the Storytelling Center

Plaza, kicking off at 3 p.m., following the same route as last year, to go down Main Street, take a left onto 2nd Avenue, down the walking trail, left onto 3rd Avenue and right onto Depot Street, then back onto Depot Street, left onto 3rd avenue, right onto the walking trail. Runners/walkers will stay on the walking trail until they hit 1st Avenue and will take a left, then take a right onto Main Street and end back at the Storytelling Center, and the Police Department will be assisting with traffic control and ensuring pedestrian safety but will be wrapped up by 5pm. Following the run, we are planning to host Shamrockin' on the Plaza, which will take place in front of the Storytelling Center. It will be from 4 to 7 p.m. with a Celtic Band playing at 5pm and Main Street Café and Catering selling Depot Street Beer and serving Irish foods. The Security Plan-Parking and Street Closure will be as follows:

- Main Street needs to be blocked to all motorized traffic starting Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 15.
- Handicap Parking- Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk.
- Vendor Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot.
- Downtown Merchant Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot.
- Main Street from Fox Street to Second Avenue needs to have a soft closure starting on Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 15.
- East and West sides of the Courthouse will be closed starting at 5:00 pm on Friday for vendor set-up and stay closed until Saturday evening at 9 p.m.
- Close Boone Street for Parade on Saturday, March 15 – 10:30 a.m.- 12:00 p.m.
- Any other streets will be closed by the Police Department on an as needed basis.

Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the Jonesborough St. Paddy's Celebration events to be held on Saturday, March 15, 2025, including the parade and street closure request, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item of business was the approval of the Special Event Application request submitted by Jonesborough Locally Grown to hold a "Market and Mingle" event on Saturday, April 26, 2025. The hours of the event would be from 10:00 AM to 2:00 PM

with an estimated 500 people attending. A request for street closure is included from 8:00 AM to 4:00 PM. The closure includes Main Street between 2nd Avenue and Fox Street for the purpose of permitting vendor booths. The number of anticipated vendors is currently thirty. Exhibit 3 identifies the safety measures necessary which has been submitted to Public Safety. The Hold Harmless Agreement and Proof of Insurance have been received. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Dickson made the motion to approve the Jonesborough Locally Grown Special Event Permit application for a "Market and Mingle" on Saturday, April 26, 2025, including road closure, as presented. Alderman Countermine seconded the motion and it was duly passed.

The next item of business was the approval of the Special Event Application request from Jonesborough Locally Grown for the 2025 Jonesborough Farmers Market. The Market is to be held every Saturday morning starting May 3, 2025 through October 25, 2025, 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 400-500 people in town each Saturday, and provides a great service to local area growers. There is no request for public safety assistance. The Hold Harmless Agreement and Proof of Insurance have been received. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion, seconded by Alderman Causey, to approve the Special Event Permit Application to hold the Jonesborough Farmers Market to be held every Saturday morning starting May 3, 2025 through October 25, 2025, as presented. The motion was duly passed.

The next item of business was the approval of the bid for the County Water Line project identified as the Jackson Bridge Water Line Extension Project, GRW Project No. 5023-03. Two bids were received, Southern Constructors, Inc. - \$355,800.00, and Traxon Construction, Inc. - \$378,000.00. GRW informed staff that the bids are both competitive and responsive and the bidders have complied with the rules and regulations of the State Contractor's Licensing Board. Southern Constructors, Inc., is an experienced company and has recently completed several similar projects. They are appropriately licensed by the State of Tennessee and sufficiently bonded to perform the work for this contract. Based on this information, the recommendation is to award the contract to Southern Constructors, Inc. for the base bid amount of \$355,800.00. The funding is through the County as this project is through the County Water Line Extension agreement. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Countermine made the motion to award the Jackson Bridge Water Line Extension, GRW Project No. 5023-03 to Southern Constructors, Inc, at the base bid amount of \$355,800.00, as presented. Alderman Wolfe seconded the motion and it was duly passed.

The next item of business was the approval of the bid for the 81N Booster Pump Station, identified as "81N Booster Pump Station, GRW Project No. 5023-04", is required to serve Highway 81N to supply the northern parts of our water system. Three bids were received, Traxon Construction, Inc. - \$599,050.00, GRC Civil Services - \$623,326.00, and King General Contractors, Inc. - \$1,045, 377.00. GRW informed staff that the bids are both competitive and responsive and the bidders have complied with the rules and regulations of the State Contractor's Licensing Board. Traxon Construction, Inc., is an experienced company and has recently completed several similar projects. They are appropriately licensed by the State of Tennessee and sufficiently bonded to perform the work for this contract. Based on this information, GRW recommends awarding the contract to Traxon Construction, Inc. for the base bid amount of \$599,050.00. Funding is through the County as this project is through the County Water Line Extension agreement. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Causey made the motion to award the 81N Booster Pump Station, GRW Project No. 5023-04 to Traxon Construction, Inc, at the base bid amount of \$599,050.00, as presented. Alderman Dickson seconded the motion and it was duly passed.

The next item of business was the approval of a Resolution No. 2025-01 authorizing the issuance, sale and payment of Sanitation Capital Outlay Notes not to exceed \$480,000.00, for the purchase of a 2025 Peterbilt side-loader sanitation truck. Staff noted that the best financing option identified for the 2025 Peterbilt truck was to issue a capital outlay note, which requires approval by the State Comptroller's office. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve Resolution 2025-01, a resolution authorizing the issuance, sale and payment of Sanitation Capital Outlay Notes, not to exceed \$480,000, as presented. Alderman Countermine seconded the motion and it was duly passed.

The next item of business was first reading of an Ordinance to amend the Town of Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers, and Personnel" by adding Chapter 24 Creating a Cultural Arts Board. The Town has applied for funding assistance for programming at the Jackson Theatre and is required to put into place a Cultural Arts Director and the Jackson Theatre serving as the Cultural Arts Office. Also, required the creation of a Cultural Arts Board (CAB) that is an advisory board serving the "Cultural Arts Office"; and the intent is for the Jackson Theatre Board to serve as the Cultural Arts Board when needed to conduct CAB business. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve on first reading the Ordinance to amend the Town of Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers, and Personnel" by adding Chapter 24 Creating a Cultural Arts Board. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item of business was approval of a proposed Organizational Chart. The reorganization process will be conducted in phases, needed amendments to town

policies, ordinances, and/or charter will be coordinated together with the Board and the Town Attorney. MTAS (Municipal Technical Advisory Services) began a study of the span of control within the Town of Jonesborough, and the goal of the study was to improve on efficiencies, span of control, succession planning for continuity and best practices for continued steady growth. The MTAS report began with sharing that the Town has grown in population and the services provided; innovative programs, services, facilities, and positions have been added. With this growth, it was recommended that we undertake an organizational chart change with the Town Administrator working with Department Directors to strategically plan, work through succession planning and build relationships with our community partners. The proposed organizational chart has 6 key leadership positions which would develop into 7 efficiently over time, which are: Planning – Building/Codes, Recorder (Water Administration and Finance), Utility Manager (Water Treatment, Water Quality, Water Distribution, Wastewater), Leisure Services (Tourism, Senior Center, McKinney Center, Jackson Theatre, Parks and Recreation), Human Resources, and Operations Manager. The Operations Manager would transition to overseeing Public Works (Streets, Solid Waste, Fleet Management, Building Maintenance), and Public Safety (Police, Fire, Dispatch, Safety). A new position of Leisure Services Director would encompass the dominant hospitality/programming/events driven services offered by the Town and is planned for the FY26 budget period. Mayor Vest said this will help make the team more effective and efficient. Mayor Vest called for a motion. Alderman Countermine made the motion to approve the Organizational Chart as presented, and present any needed amendments to the BMA on Town policies, code or charter within sixty to ninety days relative to the Organization Chart. Alderman Dickson seconded the motion and it was duly passed.

Insert Chart

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

FEBRUARY 10, 2025

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, February 10, 2025, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance amending the Jonesborough Municipal Code, Title 1 by adding Chapter 24, Cultural Arts Board. There were no comments.

The Public Hearing was closed.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

FEBRUARY 10, 2025

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, February 10, 2025, 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 Brian Ponder led the pledge to the Flag.

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder 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 Wolfe made the motion, seconded by Alderman Countermine, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes for the following BMA meetings: October 21, 2024 – Regular Meeting, November 12, 2024 – Regular Meeting , November 18, 2024 – Work Session, December 9, 2024 – Regular Meeting, and January 7, 2024 – Work Session.
2. Approve the following bills for payment:

Insert Payment

3. Approve the following Operations Manager Report:

Insert Report

4. Approve the following Committee Reports: McKinney Center Advisory Committee, Jonesborough Board of Zoning Appeals, and Jonesborough Planning Commission.
5. Approve the following Supervisor Reports: McKinney Center, McKinney Center Program Manager, Director of Tourism and Main Street, Fire Department, Digital Media Manager, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment Plant, Police Department, Marketing Manager, Parks and Recreation, Director of Special Events, Building Inspector, and Senior Center.
6. Acknowledgement of the Report on Debt Obligation for the Property Acquisition Capital Outlay Note in the amount of \$350,000 to fund the purchase of the Engel property..
7. Acknowledgement of the Report on Debt Obligation for the Helene Emergency Assistance Loan (HEAL) for loan agreement entered into with Washington County to fund repairs to the water and wastewater systems due to damage caused by Tropical Storm Helene in the amount of \$3,091,000.
8. Approve to apply the Flood Tap Discount retroactively to November 13, 2024 and to process refunds for impacted customers .

The next item on the agenda was the approval of the Financial Report. Alderman Wolfe made the motion to approve the Financial Report as presented. Alderman Causey seconded the motion and it was duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest announced that the annual Chocolate Fest event will be held February 14th – 15th. Mayor

Vest said the Tennessee Songwriters, Riders in the Sky, and some really great movies were held at the Jackson Theater.

Mayor Vest asked Anne G'Fellers-Mason to come up to accept the Employee of the Month Award. Mayor Vest read the following:

Insert Nomination Letter

Mayor Vest said there was one addition to the agenda for consideration of accepting the resignation of a member of the JRT Board and the appointment of a replacement member, and called for a motion to add the this item to the agenda. Alderman Wolfe made the motion to add to the agenda the consideration of accepting the resignation of a member of the JRT Board and the appointment of a replacement member, Alderman Causey seconded the motion and it was duly passed.

Alderman Wolfe made the motion to accept the resignation of Glenn Rosenoff from the JRT Board of Directors and appoint Brian Ponder as his replacement. Alderman Countermine seconded the motion and it was 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. Emily Curran, 528 Kyker Road, Telford, TN, addressed the Board in regard to issues in receiving her January water bill five days before the payment deadline. Mayor Vest said the Town was aware of the problem and the Recorder's office is taking steps to address the issues and get them corrected. Mayor Vest thanked Emily Curran for her comments.

Ruth Verhegge addressed the Board regarding the first "Paws In Blue" newsletter, the annual BBQ dinner fundraiser to be held at the Jonesborough Senior Center, and the annual Demonstration Competition to be held Memorial Day Weekend on the field behind the old Jonesborough Middle School. Mayor Vest thanked Ruth Verhegge for her comments.

Aldermen Comments was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Wolfe announced there is a new restaurant going in the old downtown post office location, which will enhance the downtown area. Alderman Dickson said the McKinney Center raised an impressive amount with their classes; volunteer hours were healthy; the Martin Luthe King, Jr. art exhibit was outstanding; and he was impressed with the Parks and Recreation write up on the arboretum. Alderman Dickson announced that Kevin McCloud, who works in the Solid Waste Department, competed in the Tennessee Songwriter's Competition held at the Jackson Theatre, has advanced to the next round, which will held at the Paramount Bristol on February 26, 2025.

Town Attorney Comments was the next item on the agenda. Attorney Jim Wheeler said he had nothing new to report at this time.

The first item under Old Business was second and final reading of an Ordinance to amend the Town of Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers, and Personnel", by adding Chapter 24, creating the Cultural Arts Board. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve on second and final reading the Ordinance amending the Jonesborough Municipal Code, Title 1 by adding Chapter 24 titled, Cultural Arts Board. Alderman Dickson seconded the motion and it was passed unanimously.

INSERT ORDINANCE

The first item under New Business was approval of the Fiscal Year 2024-2025 Audit Contract with Blackburn, Childers and Steagall, PLC, in the amount of \$50,930. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Causey made the motion to approve the Audit Contract with Blackburn, Childers and Steagall, PLC, in the amount of \$50,930.00 for Fiscal Year 2024-2025.

INSERT CONTRACT

The next item on the agenda was approval of a Special Event Application request from Melinda Copp of the Mill Springs Makers Market requesting to hold the Mill Spring Makers Faire on Saturday, May 17, 2025, from 10:00am to 4:00pm (Spring Event) and Saturday, December 6, 2025, from 10:00am to 4:00pm (Fall Event) at Mill Spring Park. The Hold Harmless and Proof of Insurance have been received. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the Special Event Permit for the Mill Spring Makers Faire to be held on Saturday, May 17, 2025, from 10:00 am to 4:00 pm (Spring Event) and Saturday, December 6, 2025, from 10:00 am to 4:00 pm (Fall Event) at Mill Spring Park, including the request for road closure and town support services, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of a Special Event Application and Special Event/Special Occasion Outdoor Use Permit Application from Jonesborough Locally Grown for the Third Thursday Burger Night for the event in 2025. The projected dates are May 15, June 19, July 17, August 21, and September 18, from 5:30 pm to 7:30 pm, and the event will be held at Boone Street Market and the public open space areas (patio). Any alcohol consumed will be roped off and signs with "No Alcohol Beyond This Point" will be posted prominently. Sidewalks will allow at least 5 feet for pedestrian use. Will meet Tennessee ABC requirements for consumption of alcohol. The Hold Harmless Agreement and Proof of Insurance for the special events have been received. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion, seconded by Alderman Dickson, to 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 May through September 2025, featuring local food from Boone Street Market with outdoor seating (weather permitting), live music; and includes the consumption of beer sold by Boone Street Market, as presented. The motion was duly passed.

The next item on the agenda was approval of an agreement with Sam Love for the 2025 Music-On-The-Square Season, in the amount of \$16,800.00. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the Town of Jonesborough 2025 Agreement with Sam Love for Music-On-The-Square 2025 Season, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT AGREEMENT

The next item on the agenda was approval of Resolution No. 2025-02 for the Municipal Technical Advisory Service (MTAS) to codify and revise the Ordinances of the Town of Jonesborough, in the amount of \$7,300.00 to be broken up into two equal payments and through FY25 and FY26. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve Resolution No. 2025-02 to engage MTAS to codify and revise the Ordinances of the Town of Jonesborough at the earliest possible date, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT RESOLUTION

Alderman Wolfe recused himself from acting as a Board member.

The next item on the agenda was approval of a Resolution and first reading of an Ordinance to annex certain property located off Boones Creek Road, which is part of the Reserves at Boones Creek project, and is further described on Washington County Tax Map 52, Part of Parcel 70.00. The request is to annex approximately 14.3 acres. The request includes zoning the tract of land to PRD (Planned Residential District). The annexation request was submitted to the Town in writing by property owner, Wolfe Development, GP. The Plan of Services reflects that all town services are available to the subject tract at the time of annexation. Future development of the tract would need to coordinate with the Town's development services and meet the Town's development regulations and standards. This annexation process does not constitute the approval of any future development plans that may or may not require infrastructure improvements to be made by the Town or Owner/Developer, only that town services are available to the subject tract. The Jonesborough Regional Planning Commission voted unanimously to recommend the annexation and plan of services at the January 21, 2025 regular called meeting. Mayor Vest asked the Aldermen if they had questions or comments. It was noted that the three recommendations presented would be voted on separately.

The first recommendation was approval of the Plan of Services. Mayor Vest called for a motion. Alderman Causey made the motion to approve the Plan of Services, as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT PLAN OF SERVICES

The second recommendation was approval of a Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project, on first reading. Mayor Vest called for a motion. Alderman Dickson made the to approve the Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project, on first reading, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT RESOLUTION

The third recommendation was approval on first reading the Ordinance zoning the property PRD (Planned Residential District). Mayor Vest called for a motion. Alderman Countermine made the motion to approve on first reading the Ordinance zoning the property PRD (Planned Residential District), as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was approval of a GIS (Geographic Information System) Manager position in the Water Distribution Department. This position would be managing the entire GIS/GPS operations of the utilities and coordinating with personnel in the field to capture accurate data; and will include administrative work (in office operations) and outside work (field duties including setting up and capturing GPS coordinates of all assets associated with utilities). The position will be a Grade 14, Step 1 with a starting salary of \$58,300.00. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Aldermen Wolfe made the motion to approve the new job description, GIS Manager, at a Grade 14, and approve adding additional funds (approximately \$6,000.00) to Water Distribution Salaries to fund the new position, GIS Manager, for this fiscal year (FY25). Alderman Dickson seconded the motion and it was duly passed.

INSERT JOB DESCRIPTION

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**

Consent Agenda
2

DATE: March 17, 2025 **AGENDA ITEM**

SUBJECT: Approval of Bills

Attached for BMA approval is the list of bills for February 2025

Check Register - General Fund - February 2025

02/05/25	112160 - 112169	\$47,446.67
02/06/25	112170 - 112173	\$2,004.53
02/07/25	112174 - 112175	\$256.00
02/11/25	112176 - 112182	\$4,993.64
02/14/25	112183 - 112314	\$276,519.21
02/21/25	112315	\$5,145.48
02/21/25	112316 - 112325	\$17,128.32
02/24/25	112326	\$27,913.92
02/25/25	112327	\$2,189.17
02/25/25	109375 - void	(\$2,029.94)
02/27/25	112328 - 112420	\$100,134.56
		\$481,701.56

Check Register- Water Fund February 2025

02/05/25	68517 - 68518	\$6,810.00
02/06/25	68519	\$152.21
02/11/25	68520 - 68523	\$4,847.66
02/14/25	68524 - 68583	\$165,257.15
02/21/25	68584	\$1,435.13
02/21/25	68585	\$1,720.52
02/21/25	68512 - void	(\$475.86)
02/24/25	68586	\$68,271.52
02/24/25	68587	\$100.00
02/24/25	68588	\$100.00
02/24/25	68589	\$100.00
02/25/25	68590	\$639.82
02/27/25	68591 - 68638	\$59,175.70
		\$308,133.85

Check Register -Sanitation Fund - February 2025

02/05/25	10671	\$750.00
02/11/25	10672 - 10673	\$199.46
02/14/25	10674 - 10685	\$37,802.03
02/21/25	10686	\$159.32
02/21/25	10687	\$3,696.66
2/27/2025	10688 - 10703	\$6,272.82
02/28/25	68598	(\$3,193.75)
		\$45,686.54

MEMORANDUM

To: Glenn Rosenoff, Town Administrator

From: Craig Ford, Operations Manager

Ref: February 2025 Monthly Report

Date: March 12, 2025

Work continues to progress on the new Street/Solid Waste/Recreation Building. All windows and doors have been installed. All underground utilities have been installed. The contractor is currently installing the plastic and steel for the concrete floor. His plans are to pour the concrete slab in the building the week of March 17, 2025. Once this is completed, we can begin to construct the interior office section.

The Town took ownership of the alley between 117 and 119 East Main Street. I have met with Malcolm a couple of times to prepare for the redesign of this alley. There is an agenda item regarding these repairs. The one-call has been placed, and once we receive approval, we hope to start construction within the month of March.

I have also been working with Malcolm and Todd Wood on the continuation of the First Frontier walkway project. Once Todd gets plans to me, I will prepare the bid documents for the next phase of the project. The contractor is returning to fix much of the backfill on the East Main Street section of sidewalk constructed in December.

I am also working on a plan to install a dumpster pad on First Avenue. This will be for use by the Jackson Theater, Stage Door, and JRT. As it is in the historic district, the plan will be to brick around the dumpster pad and utilize a black aluminum gate in the front.

I have researched not only the Town's right-of-way in this area, but the railroad's right-of-way as well. I directed Malcolm Highsmith to make the one-call on this project as well.

I participated in numerous budget meetings with department heads during the month of February. I have worked with them to place a focus on capital needs and personnel needs. I also participated in separate budget meetings with the department heads, Mr. Rosenoff, and Janet Jennings.

I have been involved with the turn lane construction at Tiger Way for the new Wendys location. This work should be completed on March 13, 2025.

I have continued to spend a great deal of time this month on the Fire Department ISO problem.

I worked with staff to complete repairs to the spare office upstairs at Town Hall. Numerous holes were patched in the walls, the walls were painted, and the carpet has been cleaned. All work has been completed and it is ready for occupation.

I have also been working on a possible plan for a connector road project from New Hope Road to the traffic signal on Persimmon Ridge.

As you are aware, we have two on-going issues with the ISC building. One is a persistent leak in the ceiling of the lobby, the other is the HVAC system.

With respect to the leak in the lobby, I have done everything I know to do to fix this problem. Last year I noted water had been running down the walls in the portico and I felt like this was our problem. We paid a private contractor to repair trim around the windows and re-caulk them as well. The leak stopped for a while and I thought the problem was solved, only to have it return this winter.

The downspout drains on the back of the building actually run through the building between floors, back out the front of the building to a storm drain in the court yard. Due to the size of the pipe and the numerous bends, the wastewater department is unable to camera these lines.

I requested Roto-Rooter to camera these lines; however, their camera is larger than ours. They have submitted a proposal to jet all these drains to clear any debris that may be present. The cost to jet all downspout drains is \$2,789.75. I recommend we do that.

I have also talked with Cobern Rasnick about the possibility of doing the CIPP treatment on these drains as we do for the older sewer line repairs in town. He feels this can be completed and the company we contract these services with will be here mid-April.

The benefit to completing the CIPP treatment on these lines is it will seal any joints that may be causing a problem and should also fill any holes in the line. Cobern says the treatment will last 100 years.

I do not have a cost estimate, but I would recommend we utilize this treatment on these downspout drains. The only other option we have is to begin removing the drywall on the roof and replacing these drains. I do not know where else these leaks could be coming from.

Finally, once this is complete, I recommend we have gutter guards installed on this building. There are numerous deciduous trees in the back of the property that backs up these downspouts. We shouldn't have all this work completed and not protect these drains from further damage.

Due to the size of the gutters, Rick Duvall was only able to get one quote for the gutter guards. They will have to be handmade on sight. The cost of these gutter guards from Rogersville Seamless Guttering, Inc., was \$15,760.36. Again, I would recommend we have the gutter guards installed.

Next, we have the HVAC system. Rick Duvall met with Phil's Heating and Air to go over the problem with the HVAC system. After numerous consultations, it was Phil's recommendation that the Town convert the geo-thermal HVAC system to electric.

He stated he was having difficulty finding the geo-thermal units and it would take six months to get the geo-thermal units delivered. He stated if the town could get the power upgrades to the units, he could complete the conversion with two 5-ton HVAC units.

After speaking with you on this, we determined we should at least inform the BMA to make sure they were okay with making the switch. After everyone was in agreement, I spoke with Janet and she stated we could proceed under an emergency repair.

Phil's Heating and Air was given the green light. After a week or two of seeing no progress, I advised Rick Duvall to let Phil know if they did not proceed soon, we would find another vendor. As they began to work toward a conversion, I received a call from Phil's advising me that there was a problem with the conversion as the two geo-thermal units were 8-ton units, not 5-ton units. Anything larger than a 5-ton unit would not fit through the access panel in the ceiling. At this point, I advised Rick we were done with Phil's on this project.

At this point, knowing little about electric HVAC systems, and nothing about geo-thermal HVAC systems, I reached out to Travis White of GRC Construction to request a mechanical contractor in the area that could help me with the geo-thermal HVAC system in the ISC building. He recommended Holston Engineering located in Johnson City Tennessee.

I contacted Holston Engineering and left a message. They contacted me back the next day and I spoke with Derwin Cartmel, who is their mechanical engineer. He requested a set of plans for review. We delivered the plans to Mr. Cartmel and he contacted me back on Wednesday February 26, 2025, and set an appointment to meet me at the ISC building on Thursday March 06, 2025.

Upon meeting with Mr. Cartmel, he advised me that there were two six-ton units configured together to provide 12 tons of heating and air to the main parlor upstairs. It was not 8-ton, nor 5-ton units. He further recommended we stay with the geo-thermal units.

He stated the units were fairly available, very efficient, they were quieter than electric units, and they were self-contained. Should we choose to convert to electric units, we would have to get

wiring to the outside of the building for the outdoor units and we would have to decide where to put them. The only logical spot would be the outdoor patio, which would then create noise during outside events.

He explained that typically the biggest mistake made with geo-thermal unit problems is with the pressure or flow rate. He stated the system works under water pressure, so if you have a problem with a unit and you shut it off, it sends that pressure to the remaining units thus causing even more problems.

To combat this, they make an auto-flow device that can be installed. Basically, what this device does is it maintains equal pressure throughout the system regardless of what is going on. This is obviously something we would want on this system.

Upon conclusion of the meeting, Mr. Cartmel agreed that Holston Engineering would draft the bid specifications for two new 6-ton geo-thermal HVAC units utilizing the ISC building plans we provided. The plans would include the auto flow device. They will also provide a vendor list of companies who specialize in the geo-thermal units.

Once this is complete, the town can send out the bids. He will attend the bid opening and after evaluating the bids, will make a recommendation to the town on the vendor. At this point, the town can execute a contract with the vendor.

Holston Engineering will operate as the project manager over the project. Every invoice will be submitted to them and they will review the invoice and determine if it is approved for payment. The request for payment will then be submitted to the town.

Holston Engineering will also inspect the work throughout the project to ensure quality work is being performed and is in compliance with the bid specifications. Mr. Cartmel stated he would email a contract the week of March 10 for the town's review.

Mr. Cartmel states the cost would be around \$75,000.00. The good news is, we probably won't be in a position of paying this out until after July 01. I made Janet aware of the expense in order that we could put it in the 2025/2026 budget.

I am obviously recommending we execute a contract with Holston Engineering to restore the HVAC system to the ISC building.

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

DATE: March 17, 2025 **AGENDA ITEM** *Consent Agenda*
5

SUBJECT: Committee Reports

1. Tree and Townscape Board
2. McKinney Center Advisory Committee
3. Jonesborough Board of Zoning Appeals
4. Jonesborough Planning Commission
5. Historic Zoning Commission

Town of Jonesborough

Tree and Townscape Board

Meeting Minutes for February 24th, 2024

The Jonesborough Tree and Townscape Board met in a regular meeting on Monday, February 24th, 2025, at 11:00 a.m. in the Board Room at the Town Hall, Jonesborough, Tennessee.

Present: Terry Countermine, Sue Henley, Nancy Kavanaugh, Melinda Copp, Jennifer Wolf

Staff: Lauren Little, Julia Hawkins (Parks and Recreation staff present to help with recording)

Absent: Geoff Hoare, Lori Rosenoff, Virginia Kennedy

Nancy Kavanaugh called the meeting to order noting that a quorum was present.

There were no public comments.

Item 1. Tree and Townscape Board 2025

As per the Tree and Townscape ordinance, at the beginning of each year the Tree and Townscape Board is to discuss our meeting time, date, and board member distinctions. Nancy Kavanaugh has been recognized as chair in our previous meetings. The ordinance states the board should be recognizing a chair, vice chair, and secretary. The board voted to keep Nancy Kavanaugh in position of chair, voted Terry Countermine to be in position of vice chair, and the secretary position was left open.

The board voted to maintain the original schedule to meet on the fourth Monday of every month at 11 a.m.

Item 2. Ardinna Wood Arboretum Update

Ardinna Woods Arboretum is being maintained through weeding and tree maintenance in preparation for further ground clean-up and new planting. A new volunteer, Matthew Woods, will be working in the arboretum through the warm months to aid in weeding, planting, and plant identification. Once Spring weather arrives coneflowers and prickly pear cacti will be transplanted within the arboretum to more conducive areas.

It was approved by the majority to use Tree and Townscape Funds to purchase new plant identification signs and new information kiosks for the arboretum.

Item 3. Arbor Day 2025

Arbor Day will be a week long celebration this year from April 22nd to the 25th. The town will be giving away 200 free saplings to the public, planting two trees at Stage Road Park, and offering various tree themed activities to the public throughout the week. These activities will include tree ID hikes with a state forester, arts and crafts, and participation from our local Jonesborough Elementary School to present tree-themed literary works at our multiple tree plantings. Arbor Day will have multiple guest speakers from our Tennessee Division of Forestry to speak on behalf of Arbor Day and Jonesborough. The Arbor Day celebration will have multiple sponsors including First Horizon Bank, SiteOne, and BrightRidge.

Alex Bremner, our East TN Division of Forestry Representative was present at the Tree and Townscape Meeting. He kindly agreed to speak to the committee about his role as the East TN representative and how his team will be able to help Jonesborough with our future tree endeavors. Including but not limited to, funding and volunteer help.

The board voted unanimously to allocate Tree and Townscape funds to the purchase of a membership to the American Chestnut Foundation in order to receive chestnut saplings for Arbor Day.

Item 4. Greenhouse at Persimmon Ridge Park

Gravel for the greenhouse base has been laid. The next step is construction of the structure and building tables for plants to sit on. This is an exciting new opportunity for the Jonesborough community.

Item 5. Tree and Townscape Project 2025

A project proposal for the board was discussed. The main idea discussed was a rain garden in one of the Jonesborough parks. The rain garden would be sponsored by the board with native plants and have an educational sign to explain the significance of the garden.

The purpose of the garden would be to mitigate stagnant water that can invite insect pests and disease, making that space undesirable to park goers. The purpose of the project for the board is to encourage board involvement with the community and foster a sense of purpose for the board past approving landscape plans.

To properly design the rain garden, the board approved allocation Tree and Townscape funds to purchasing a 3-D modeling program called Sketch-Up.

The board received the idea with optimism and the board looks forward to the next steps which are detailed here.

- Decide what park the rain garden should be in.
- Design the layout of the rain garden.
- Purchase the plants and incorporate them into the area in accordance with the design.
- Create an educational sign to be placed with the garden.
- Maintain the area with consistent weeding and re-planting as needed.

Additional board comments:

Sue Henley voiced concern over the creek running behind the Courthouse of Jonesborough. Her concern is that it is becoming overcrowded with sediment and vegetation. This area is under the jurisdiction of the Tennessee Department of Environmental Conservation.

It was suggested by Nancy Kavanaugh that we have more articles published in the *Herald and Tribune* to promote town activities and discuss what projects are happening in Jonesborough's parks.

With no further business, the meeting was adjourned.

February 20, 2025

Subject: Approval of Minutes

McKinney Center Advisory Committee Meeting

Thursday, January 16, 2025, 3:30pm

McKinney Center – in Person

Agenda Presentation

1. Call to Order: Skye McFarland, Buttons McKinney, Anne G'Fellers-Mason, Nancy Kavanaugh, Theresa Hammons, Kay Grogg, Pauline Douglas, Michelle Treece, Nori Shaw, Sharon Squibb
 - Not Present: Adam Dickson, Breanna Walker-Schadler, Martha Blaser, Richie Hayward, Karen Sullivan
2. Approval of Minutes: Will approve October and January minutes in February.
3. Directors' Report:
 - i. The last meeting was in October of 2024, since the November meeting was to get ready for Christmas!
 - ii. We reviewed the end of 2024, such as the Halloween Exhibit, Ms. Brown's End of the Year, the CTM Dinner, Soups and Songs, and ending Fall 2024 semester.
 - iii. As of 1/8/25, the Spring semester had 131 registrations and eight classes made. We have had several classes make since then.
 - iv. We had several rentals between October and January. We had a Friday evening wedding with one of our long time students.
 - v. The MLK Student Exhibition will be January 20-23rd, with a closing reception the 23rd 6-8pm. We hope for quite a few attendees.
 - vi. We will began ordering the second half of our small equipment orders. Theresa is working on the bidding process of exterior painting.
 - vii. Our membership drive has started. Our goal is 100 members and our current price is \$25 per member. The membership brunch of February 22 at 10 am.
4. StoryTown:
 - i. Spot on a Hill had five of six sold out shows. The October Radio Show had over 100 people in attendance.
 - ii. Soups and Songs was completely sold out! Everyone had a great time.
 - iii. We received \$4,00 in season sponsors for the 2024 radio show season.
 - iv. We have sold about 17 2025 Radio Show season passes.
 - v. We are working on advertising the StoryTown Gala at the Jackson on the 27th and have currently sold 103 tickets.

- vi. The Story Collecting class had seven people in it and Anne is working on the story brigade.
- vii. Sanne is working on a true crime play that will take place two weekends in July.

5. Outreach:

- i. Skye has been running ads for the StoryTown Radio Show Gala and Spring classes.
- ii. We participated in Whoville, Santa's Christmas Village, and the Christmas parade in December. There were no in person outreach events during January.
- iii. In person outreach for 2024 was almost double and social media outreach went up as well!
- iv. We need volunteers to help with the gala.
- v. CTM has been discontinued. We hope to focus on reaching more kids with art outreach and programming.

6. Visitation:

- i. The total visitation for 2024 was 12,787 people.
- ii. We had 65 rentals during 2024 and rental income was \$11,363.75.
- iii. Bre is working on scheduling rentals from January through December for 2025.

7. Old Business:

- i. The membership drive had begun. The price last year was \$25.00 per membership. Everyone discussed if we should keep the price the same or if it should go up to \$30.00. Michelle motioned to keep membership the same price. Sharon seconded. None opposed.

8. New Business:

- i. The Mingle is scheduled for April 25, 2025. Members discussed how much was made last year, the cost of the band, the cost of catering, etc. Nancy motioned to move the ticket price to \$50.00. Buttons seconded. None opposed.
- ii. Theresa went over a brief presentation about the Broyle's property that the town purchased and potential future uses.
- iii. Art from the Spring 2025 art show will be voted on to become art wraps for the green electric boxes around town.

Meeting adjourned at 4:45pm.

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES – JANUARY 21, 2025

The Jonesborough Board of Zoning of Appeals (BZA) met in a regular meeting on Tuesday, January 21, 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Darrell Fowler

Staff Present: JW Greene, Kevin Fair, Donna Freeman

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

1. Public Comments – There were no comments.

2. Approval of Minutes – Meetings of November 19, 2024 and December 17, 2024

The motion to approve the minutes of the November 19, 2024 and December 17, 2024 meetings as presented was made by Frank Collins, seconded by Josh Conger and was passed unanimously.

**3. Variance Request to the Setback Requirements for an Accessory Building.
994 Boones Creek Road, Joshua Hoyle and Chase Edwards, Owners
Presented by: Joshua Hoyle**

The request was for approval of a variance to locate an accessory building in the front yard at 994 Boones Creek Road, as described on Washington County Tax Map 52-J, Group A, Parcel 5.01. The Town's Zoning Ordinance requires accessory buildings to be placed in the rear yard. The accessory building was placed in the front yard and a permit has not been issued by the Building Inspector. Joshua Hoyle addressed the Board of Zoning Appeals and said they were unaware of the Ordinance regarding the placement of accessory buildings and feel no other placement on their property is viable.

The BZA discussed the placement of the accessory building, concern was expressed about setting a precedent if the variance was approved, and Mr. Hoyle was asked if the building could be placed at the back of the property. Joshua Hoyle said there is a retaining wall along the backside of the property, and it would be too close to the property line if it was placed at the back.

Chairman Foster read the staff recommendation to deny the variance request and provide the owner with a timeline to work with the Building Inspector to comply with the town's regulations governing accessory structures. Chairman Foster called for a motion if there was no further discussion.

Motion: Frank Collins made the motion to deny the variance request and provide the owner(s) with a timeline to work with the Building Inspector to comply with the town's regulations governing accessory structures. Josh Conger seconded the motion and it was duly passed.

Chairman Foster informed Joshua Hoyle that he could come back to the BZA and ask for a variance to the rear setbacks.

4. Variance Request to the Sideyard Setback Requirements for 168 Anderson Road, Joe Terranera, Property Owner
Presented by: Joe Terranera

The request is for a variance from the PRD regulations within the Riddle Ridge Subdivision with the subject property located at 168 Anderson Road, as described on Washington County Tax Map 51-L, Group C, Parcel 1.00. The subdivision was developed under the PRD zoning which states that a twenty-five foot (25') green space buffer along the perimeter of the original tract. This tract of land is identified as Lot 1 on the Riddle Ridge S/D subdivision plat, and the original layout of the subdivision did not take into consideration that the buffer was placed on a lot that was only 60 foot wide and it was further located to the side yard of Lot 1, which makes it difficult to construct a single-family dwelling. The predominant side yard setbacks for the development are 7 ½ feet on each side. If the addition of a 7 ½ foot side yard setback on the west side lot line (left side) with the 25-foot side yard setback on the east side lot line (right side) that is 32 ½ feet of site area that is deemed an unbuildable area for a home; and that provides for less than 30 feet area in width to construct the home due to the narrowness of the property. The buffer is abutting Mr. Terranera's other property on the east side at 168 Anderson Road. The lot is intended to have a primary unit placed which is considered a residential unit. The lot layouts of the 2 tracts to the west within that small block had both been approved through the development plans for 7 ½ side yard setbacks on both sides and therefore the subject property would be consistent and in character to the neighboring tracts within the established Riddle Ridge Subdivision.

Chairman Foster read the staff recommendation approve the variance to reduce the side yard setback to 7 ½ feet on the east side of the lot identified on Washington County Tax Map 51-L, Group C, Parcel 1.00, and further described as Lot 1 on the Riddle Ridge Subdivision plat, due to the narrowness of the tract of land for the purpose of constructing a single-family dwelling. Chairman Foster asked if there was any comments or questions.

Kim Huening, 170 Anderson Road, addressed the Board of Zoning Appeals with her concern about the variance effecting the current restrictions for Riddle Ridge Subdivision. Chairman Foster said it would not and that it would be consistent and in character to the neighboring tracts within the established Riddle Ridge Subdivision. Chairman Foster asked if there were any further questions, and with there being none called for a motion.

Motion: Josh Conger made the motion, seconded by Jim Rhein, to approve the variance to reduce the side yard setback to 7 ½ feet on the east side of the lot identified on Washington County Tax Map 51-L, Group C, Parcel 1.00, and further described as Lot 1 on the Riddle Ridge Subdivision plat, due to the narrowness of the tract of land for the purpose of constructing a single-family dwelling. The motion was duly passed.

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

JONESBOROUGH PLANNING COMMISSION

MINUTES – JANUARY 21, 2025

The Jonesborough Planning Commission met in a regular meeting on Tuesday, January 21, 2025, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Darrell Fowler

Staff Present: JW Greene, Kevin Fair, Donna Freeman

1. Public Comments – There were no comments.

2. Approval of Minutes – Meetings of November 19, 2024 and December 17, 2024

The motion to approve the minutes of the November 19, 2024 and December 17, 2024 meetings as presented was made by Bill Graham, seconded by Richie Hayward and was passed unanimously.

3. Request for Annexation of Certain Property Along Boones Creek Road by Wolfe Development, Property Owner

Presented by: Todd Wood, Engineer, Representing Wolfe Development

Request to annex property, upon written request by property owner Wolfe Development, GP, located off Boones Creek Road, and is part of the Reserves at Boones Creek project, as described on Washington County Tax Map 52, Part of Parcel 70.00. The request is to annex approximately 14.3 acres. The request includes zoning the tract of land to PRD (Planned Residential District). The Plan of Services reflects that all town services are available to the subject tract at the time of annexation. It was noted that future development of the tract would need to coordinate with the Town's development services and meet the Town's development regulations and standards. This annexation process does not constitute the approval of any future development plans that may or may not require infrastructure improvements to be made by the Town or Owner/Developer, only that town services are available to this subject tract.

The annexation was discussed by Commissioners, and the question was raised about the connection into the new development. Todd Wood said the connection will be through the current development.

Chairman Foster read the following three staff recommendations:

1. Approve the Plan of Services as presented.
2. Recommend to the Jonesborough Board of Mayor and Aldermen the Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project.
3. Recommend to the Jonesborough Board of Mayor and Aldermen the Ordinance zoning the property PRD (Planned Residential District).

Chairman Foster asked the Commissioners if they wanted to vote on the three recommendations together or separately, and if they had questions or comments. The consensus of the Commissioners was to vote on the three recommendations together, and there were no further comments. Chairman Foster called for a motion.

Motion: Josh Conger made the motion to approve the three staff recommendations, as follows: (1) Approve the Plan of Services (Note: On File with Original Minutes), (2) Recommend to the Jonesborough Board of Mayor and Aldermen the Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project, and (3) Recommend to the Jonesborough Board of Mayor and Aldermen the Ordinance zoning the property PRD (Planned Residential District). Jim Rhein seconded the motion and it was duly passed.

**4 Request for a Temporary Business Permit for Apple Creek Creamery,
Presented by: Chris Buckland, 1203 Sulphur Springs-Gray Station Road,
Jonesborough, TN 37659**

Chris Buckland is requesting approval of a temporary business permit for the purpose of serving ice cream at the same location for a period of 8 months or what is referred to as the 2025 season. received approval in April 2024 from the Planning Commission for a temporary business permit at 211 Forest Circle. Once the season ended, the temporary business operations was removed from the property, and all that remains is some benches at the once highly active site. Mr. Buckland has his Jonesborough Business license as required. The site layout is the same as last year, and with the number of months in operation and the number of the general public utilizing the facilities a portable toilet/porta potty and wash station for sanitary purposes is required. The request for the Temporary Business Permit for Apple Creek Creamery was discussed by Planning Commission members. Chris Buckland was asked if he had a lease for 8 month 2025 Season. Mr. Buckland said yes, but he did not have it with them.

Chairman Foster read the staff recommendation to approve the Temporary Business Permit for Apple Creek Creamery for a period of eight (8) contiguous months as per the current Jonesborough Municipal Code Title 5, Chapter 1. Chairman Foster asked Commissioners if they had any further comments or questions, and with there being none, called for a motion.

Motion: Terry Countermine made the motion to approve the Temporary Business Permit for Apple Creek Creamery for a period of eight (8) contiguous months as per the current Jonesborough Municipal Code Title 5, Chapter 1, subject to the 2025 lease being provided to the Town's Building Department. Frank Collins seconded the motion and it was duly passed.

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

Historic Zoning Commission

Minutes

The Jonesborough Historic Zoning Commission met in a regular meeting on Thursday, January 23, at 6:00 p.m. in the Board Room at the Town Hall located at 123 Boone Street, Jonesborough, TN.

Members Present: Chairman Frank Collins, Aaron Bible, Chad Hylton, Marcy Hawley, Herman Jenkins, Michael Kieta, Rebecca Moss, Nita VanTil

Members Absent: Chris Basar

Others Present: Dr. Bill Kennedy

Call to Order

Chairman Frank Collins called the meeting to order. He stated there was one addition to the agenda.

Addition to Agenda:

The outside light fixture of the Corner Cup located at 148 E. Main Street needs to be replaced on the side facing Spring St.

The motion to approve the addition to the agenda was made by Nita VanTil, seconded by Rebecca Moss and passed unanimously.

Public Comments

There were no public comments.

Item 1: New Business

1. Training Session

The first HZC training session presented by Dr. Bill Kennedy was held. The session covered Organizational and Enabling Documents – Legislation, Ordinances, Commission By-Laws and Commission Policies and Procedures.

2. Training Plan

The HZC training sessions by Dr. Bill Kennedy will be held on the fourth Thursday in January, February, March, and April. The remaining dates are as follows: February 27, March 28 and April 25. The training sessions will be held at the Visitors Center and begin at 6:00pm. The sessions will last approximately one and a half hours, and a regular abbreviated meeting will follow. The Heritage Alliance will record the training sessions.

3. 703 W. Main St. – Owner/Presenter Matt Kehn

Mr. Kehn's barn was damaged, and the addition of a double door and hardware were approved at the last meeting on January 9, 2025. Mr. Kehn currently requests the approval of an addition of a rustic four-column wooden porch with a metal roof, a four-foot, ground level concrete slab underneath, two windows from the Heritage Alliance's historic salvage warehouse, and guttering to run the entire length of the barn. A photo was presented by Mr. Kehn to show the porch plan. The windows will be a cream color like the trim and the shutters. The guttering will be the full length of the barn with half-round aluminum. The roof will be tuff-rib and will be the original color. Touch up paint and shutter repair will also be included. The colors of the porch and roof will match the original.

The motion to approve the additions to the barn as presented to include a four-column wooden porch with metal tuff-rib roof, four-foot concrete slab, two windows, touch up paint and shutter repair was made by Rebecca Moss, seconded by Nita VanTil and passed unanimously.

4. Outside light fixture at Corner Cup, Presenter: Herman Jenkins for Melinda Copp

The current light is very bright and stays on continuously. Mr. Jenkins proposed a new dusk to dawn gooseneck light fixture, with warm lighting and 900 lumens or less.

The motion to approve the new light fixture as presented was made by Nita VanTil, seconded by Aaron Bible and passed unanimously.

Item 2: Old Business

1. HZC Flyer and Training Information Distribution

The HZC flyer and training information was mailed from Town Hall to property owners in the H-1 and H-2 districts on January 14. HZC members, MBA, and governmental buildings were omitted from the mailing. Property owners owning more than one property were sent only one mailing. In addition, the training sessions alerts were sent via Facebook groups and the Herald & Tribune. The Heritage Alliance alerted members via email.

Item 3: Demolition by Neglect

A registered letter addressed to the historic AMZ Zion Church located at 208 W. Woodrow Avenue was returned unclaimed on November 12, 2024. Frank Collins stated that Gordon Edwards with Heritage Alliance has a contact with the church to share with the Commission.

Commissioners' Comments

Herman Jenkins suggested that a letter be sent to the downtown merchants and to JAMSA before the third training session in March that will cover Advertising.

Approval of Minutes – Meeting January 9, 2025

The motion to approve the minutes of the January 9, 2025, meeting as presented was made by Marcy Hawley seconded by Nita VanTil and passed unanimously.

With there being no further business for discussion, the motion to adjourn the meeting was made by Nita VanTil, seconded by Aaron Bible and passed unanimously.

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

Consent Agenda
6

DATE: March 17, 2025

AGENDA ITEM

SUBJECT: Supervisor Reports

1. McKinney Center
2. McKinney Center Program Manager
3. Fire Department
4. Police Department
5. Building Inspector
6. Senior Center
7. Utility Manager
8. Water Quality
9. Water Distribution
10. Wastewater
11. Water Treatment Plant
12. Jackson Theatre Operations Manager
13. Jackson Theatre Assistant Manager
14. Director of Tourism & Main Street
15. Animal Control
16. Street Department
17. Parks and Recreation

Theresa Hammons, McKinney Center Director, Monthly Report – February 2025

February was not easy for us at the McKinney Center. I think all of us were sick and out at some point during the past few weeks. I hope we are all past it and on the healthy train again. We were busy planning future events, dealing with registrations and classes beginning. Spring is busy for us. The feeling of overwhelm is looming but we always get it done. Things are going well. Our membership drive has been successful, registrations for classes are going well. Good things ahead.

Spring 2025 Classes – registration for spring 2025 is right on target. We have approximately 242 registrations and 26 classes and workshops have made. That does not include all the private guitar, voice, dulcimer, and fiddle lessons. We still have twenty-six classes and workshops that have not begun. Therefore, these numbers will continue to go up over the next two months. We are promoting classes on all social media platforms. The Marketing Team has also assisted by creating some social media reels and posts on their pages. I recently received two scholarship applications and will be reviewing those immediately.

The snow and weather caused us to close, and we had to reschedule some classes. When this happens, I communicate with the instructor and my staff, and I contact students. The teacher then works with Bre to reschedule their class.

I am working with an Enrichment Counselor in Lee County, VA to bring her 11 Enrichment students to the McKinney Center for a workshop with one of our instructors. We will collaborate with the counselor to have a full day in Jonesborough and hope to schedule the students to visit the museums in town and the Griffin Gallery. This could be something we do more in the future.

Every Monday I print out our registration spread sheet. I assess which classes have made and which classes we need to combine or cancel. I communicate with the instructors and give them an update on their classes. I also remind them which of their classes are coming up and which ones we need to push and publicize. I also send an update to the Marketing Team and my staff and ask for help promoting these upcoming classes.

Budget, Building, and Grounds – I filled out our new budget template which I loved. I appreciated having a form to fill in with guidance and structure. I turned in the budget information to Janet and Glenn in February and we had our budget meeting together.

We put the bid out for repairing and painting windows. The bids varied in price. I am currently reading the proposals to make sure everything that we asked for is in each proposal. I also met with all the bidders. Rick DuVall did as well. Rick has been extremely helpful in this process.

We have also been ordering the other half of the small equipment we requested funds for in this year's budget. We ordered more high-top tables, tablecloths, dry eraser board, and staff polo shirts.

Parks and Rec have done landscaping maintenance around the building, and it looks great. I am working with Lauren on a plan for adding flowering plants around a couple light poles in the parking lot.

I also met with Cintas about their cleaning product services and will be working on a PO to begin a contract with them in April.

I also have been revamping the Broyles proposal for Glenns review. I hope to have it updated within the next week.

Training – I have scheduled online training for my staff through Public Entity Partners (PEP). Given Helene, the flooding and strong storms we have had in the past couple of years, I thought it would be good to have weather-related training for my staff. I want to make sure we are comfortable handling a weather-related emergency if we have people in the building. Our outreach activities are always outside. It is good to be prepared for anything. Therefore, we did the following training this past month:

- Severe Weather and Outdoor Work

- Severe Weather: Thunderstorms

- Severe Weather: Flash Floods

- Severe Weather Awareness

In January we did, Basic First Aid and Basic First Aid – Cal/OSHA: Bleeding Injuries.

Anne and I are registered to attend the Tennessee Association of Museum's Conference in March. Skye and I are registered to attend the Appalachian Studies Association Conference in March. We are all presenting at these meetings as well. We have also submitted award nominations for a few projects we did in 2025. Keep your fingers crossed!

I have made an intentional effort to do some staff development with my employees as well in the past couple of months. I treated them to lunch in Vegas. I gave each of them a hand-written note and box of Valentine candy to show my appreciation for their work and dedication. We have also met together and reviewed last year's goals and objectives and all that we accomplished last year. We also spent some time creating new goals for 2026. I am hoping to create a vision board with them soon to visualize how we see the McKinney Center in the future.

Exhibitions – The MKC Faculty Art exhibit opened on January 31st and has been up all month. The exhibit was well received, and we sold a piece of art out of the exhibition.

Our next exhibition is a new one, titled, Appalachian Highlands Artisan Exhibition. We had over twenty artists submit. Many of them are new to the McKinney Center. I spent time this month creating the Call for Artists, and website content for Mitchel to update. I sent out the press release for submission call. The artwork will be arriving on the first of March and the opening reception will be the evening of March 6.

Masterpiece Mingle – This past month I have reached out to several catering services to get quotes for food for Masterpiece Mingle. I also secured the musical talent for the evening. I wrote a press release about donations. I have written letters to over one hundred regional artists seeking donations. I sent emails, text messages, and made phone calls asking for artwork for the night.

Ernest L. McKinney Day of Giving – We are in the mists of planning this event for April 4, as usual. I worked with Buttons McKinney to get a couple family albums with photos of Ernest and Marion. Skye is using those photos to create a video about their lives. We will use the video on April 4. Victoria Rogers from Bethel Church called me and asked us to create flyers about the day so she could hand them out at church over the next couple of weeks.

Indelible Appalachians – I am collaborating with the director of this film to schedule a time to preview it with a Q&A after at the McKinney Center. This is the film that Alderman Dickson worked on and is featured in.

We are excited to get this scheduled at the McKinney later in the year.

StoryTown Programs – The past two Radio Shows in January and February sold out. We are starting out the season incredibly strong. We have also sold twenty-three season passes. The goal was to sell twenty season passes so we are pleased with how things are going. We meet on a regular basis to discuss the StoryTown Programs and Anne is great at keeping us up to date. For the February Show I reserved a light from the Street Department for the field so that our volunteers and cast could park in the field and allow the audience to be in the parking areas. We are looking at the possibility of getting one for our department so we can use it whenever we need.

Anne has had some great press about bringing back Listening Days to the Senior Center this year. Honestly, I was very skeptical about doing this due to their lack of success in the past. Anne is committed to dedicating time and effort to these events. We have discussed the need to be very intentional with recruiting people to share stories.

Anne will also be doing a Murder Play later in the year and she will be working on a larger play in 2026.

Anne and Skye interviewed Artie White and got delightful stories from him. I have wanted to Artie in the building to record his stories for several years. I am so glad that Anne finally made it happen. I think they could have sat with Artie all day to get stories about growing up in Jonesborough so we may need to do another session!

Our AmeriCorps Volunteer, Nori Shaw, is working on another exhibition highlighting our BTW Alumni. Nori is working with Anne and Skye to schedule interviews with the alumni. Skye will again be taking portraits of the individuals and Anne, and I will assist Nori with the exhibition development. This will be our sequel to the Living Here Exhibition that we did last year.

Our other AmeriCorps Volunteer, Martha Blaser, is creating a guided tour of our building.

This past month I have reviewed all the press releases that Anne has written for her programs and events. And we work together on supply orders for the events, set props, invoices, etc.

Membership Drive – Our goal for membership is one hundred individuals. We already have seventy-five and our membership drive will continue throughout the year. I think we will see an increase in membership this year. For the drive, I wrote the press release. I will be writing another one soon focusing on the membership brunch and drive. I secured the music for the brunch, and I also write a member newsletter every month giving members the first notice about Mingle tickets, events, etc.

Fall Market – This event will be August 22 & twenty-three. Skye and I worked on a survey to send our artists to get feedback on times for the event as we begin our planning. We also have hopes to use the Broyles field for this event as well.

Marketing – I have worked with Isabel over the last month to decide on colors and branding components for the McKinney Center. This has been a good deal of back and forth between our two departments and I think we have finally come to a decision.

I have written the Call for Donations, press release for Masterpiece Mingle along with the updated website

information. Skye has created graphics, posters, and social media for the event. I spend a good deal of time making connections on social media to help promote the event as well.

Outreach – February tends to be quiet in terms of outreach events. However, we have spent time this month meeting with other town staff in planning for St. Paddy's Day and Easter Eggstravaganza. We have also spent some time planning and creating elements for our St. Paddy's Day float.

Other Tasks:

- Reviewing color ad for Rentals with the H&T
- I attended two meetings with the Senior Center, Parks and Rec, Jackson Theatre, and Marketing Director to learn about upcoming reorganization.
- Prepare agenda and preside over Weekly Staff Meetings.
- Prepare agenda and preside over Advisory Committee Meeting.
- Attend Main Street meeting.
- Attend JAMSA meeting.
- Approve AmeriCorps Time Sheets, paperwork, and reports.
- Prepared and coded invoices.
- Sent Gina Course Storm deposit information from classes.
- Attended Supervisor Meeting.
- Communicating with instructors about classes, promoting classes, etc.

February 2025 Monthly Report, Skye McFarland

Outreach February is another slow month for in-person outreach, but we are already preparing for three separate opportunities in March. We have two Summer Camp fairs at two elementary schools as well as preparing to participate in the St. Paddy's Day parade and to work kids' crafts during the St. Paddy's Day event. We have continued to advertise on social media for the Spring classes. Our social media reach is less than last month, but still good as we have reached 19,346 people. This month I have worked to make posts each day, make slideshows for ads to boost, worked with the marketing team to get videos they made and post them, and created event pages for upcoming events.

Facebook- Page Followers: 5452

Page Following: 42

Instagram- Followers: 1991

Reach: 10,390

YouTube- Subscribers: 265

Watch Time: 13.8 Hours

New Subscribers: 0

Month	Number	Digital	Paper	
January		36,755		36,755
February		30,044	70	30,114
March				0
April				0
May				0
June				0
July				0
August				0
September				0
October				0
November				0
December				0
				66,869

Volunteers This month, our largest volunteer need has been donations for the StoryTown Radio Show and volunteers who worked on the radio show. As we enter March, we will have volunteers who will donate wine for our upcoming art exhibit opening and the St. Paddy's

Day event. For our volunteers I work to maintain the contact list, email volunteers with our needs, reach out to Key Clubs in the area, and update volunteers with any information they will need before attending an event.

	McKinney	StoryTown	Total
January	14	152	166
February	14		
March			
April			
May			
June			
July			
August			
September			
October			
November			
December			
			166

Diversity & Equity Sub-Committee The Diversity & equity Sub-Committee will meet on February 27th via zoom. I have worked to create the agenda for this meeting and communicate with members on when and where to meet.

Marketing & Miscellaneous Videos: During February I recorded a story collecting session with Artie White and edited three parts into one for our transcriptionist. I worked on a short video for the Living Here presentation I will be doing at the Appalachian Studies Association Conference in March. I created a video for the Faculty Art Exhibition with footage from the night of the opening, b-roll I captured, and voice overs I created from collecting artist statements from the artists. I also created a Reel for Instagram and Facebook to advertise our classes that needed to be pushed.

Photography: I took photos of the Beginning Hand building class, the Faculty Art Show opening, Art Adventures photos for Valentine's Day, the Beginning Sewing class, Intermediate Drawing class, Beginning Wheel class, and the Color Mixing class. Kay Grogg took photos at the February Radio Show and our AmeriCorps, Nori, took photos at the Membership Brunch, but as it is with each process I will be working to edit these photos.

Graphics: This month I worked on the Appalachian Highlands Artisan Exhibition poster and call for artists, Membership Drive images for social media, the March StoryTown Radio Show poster and weekly graphics for February. I created the 2025 Masterpiece Mingle

poster, the 2025 Ernest McKinney Day of Giving graphics, and created an image for StoryTown's upcoming Listening Days.

Other tasks this month have included going on a tour of Langston to help our AmeriCorps prepare for their tour, sent out a survey for the StoryTown Radio Show, created action items for goals, made sure my travel was set for the upcoming conference, worked on the presentation for the conference, ordered supplies for St. Paddy's day, worked with Martha, our AmeriCorps, to create a collaborative art project for the Membership Brunch, ordered polos for our staff, and created a survey for McKinney Center Market vendors.

Breanna Walker-Schadler February Monthly Report- McKinney Center

Classes & Special Events:

A good portion of our classes started in February. Roxanne McDaniels, Rheva Myhre, and Jonathan Edens continued to offer private lessons throughout the month of February. There were six private lesson students in total. Kara Bledsoe continued to teach Winter – Daytime Throwing in February. Earlene Hopkins continued to teach Gyrokinesis and Dance Discovery. Sydney Jackson taught several sessions of Homeschool Art Adventures, Art Adventures, and Creative Constructions. Robin Castania began to teach her first session of the Beginning Sewing class and had so much interest in the class, we added another session of sewing to start in March. Jess Parks taught several sessions of Clay – Hand building, Texture and Form, and Clay – Beginner to Intermediate Wheel. Karen Hitchcock taught a Glass Fusion Sun Catcher Workshop at the beginning of February. Sharon Squibb began to teach Adventures in Drawing and Intermediate Watercolor – ONLINE. Donna Byrd has had several sessions of Color Mixing Basics and Intermediate Drawing. We had to cancel and reschedule several class sessions due to illness and inclement weather. Classes are typically easy to reschedule, just by adding another class in the same space at the same time/day after the class was supposed to end. We have continued to advertise classes that start in March and later in the Spring semester. We had 355 students in February.

We hosted the 2025 Membership Brunch on the morning of February 22nd. We had 39 people in attendance. Members from 2024 and 2025 were invited to participate in the brunch. Roxanne McDaniel and Rheva Myhre performed music while participants enjoyed quiche and fellowship. The 2025 membership drive is going extremely well with 75 members. The February Radio Show was hosted the evening of February 24th and was completely sold out! There were over 10 cast members and the ETSU Gospel Choir with 12 participants.

Rentals:

We had 10 rentals in the month of February. The DCHS Student Council held a father daughter dance in our auditorium the evening of February 7th. DCHS is a community partner, so they paid a total of \$80.00 for the evening. THE DCHS Civinettes held their annual dance here on the evening of the 8th and reserved the building for the day of the 8th to decorate. They paid a total of \$220.00 for the rental. The Jonesborough Senior Center held their annual Valentine's Dance in the auditorium on the evening of the 14th. The rental was comped. A community member rented the auditorium during the day of the 15th and paid \$345.00 for the event. A church group held a brief meeting in the auditorium on the evening of the 17th. They were eligible for the nonprofit rate and paid \$130.00 for the event. A community member held a baby shower in classroom 2 during the day on the 22nd and paid \$180.00 for the event. A community member held a wake in the auditorium the evening of the 22nd and paid a total of \$200.00 for the event. A church group held a service in the auditorium for three Sundays and paid a total of \$292.50 for

all three events. We had 611 rental visitors in February. Total rental income for February was \$1,447.50.

Front Desk:

I spend my shifts physically at the front desk greeting people as they come in the door and answering the phone. Phone calls span the range of asking questions about classes, special events, and rentals to people calling asking for directions. I gladly assist people in person and over the phone with registering for classes. Every morning I coordinate with Roger for the set up for the day and make sure they are correct. Every class set up is unique and it is important to make sure they are correct. I coordinated with Roger and the hosts to make sure that all ten rentals during the month were set up for correctly. Weekly calendars are posted throughout the building so that all staff and teachers know what the building schedule is.

MBM Support:

For Spring classes, we have had over 23 classes make and have had over 217 registrations. We have had over three clay classes make, Dance Discovery, two sewing classes, three children's general art classes, three kids clay classes, and several traditional arts classes. The teacher payment schedule, teacher payment excel, and teacher letter of agreements are all updated throughout the month as we make calls on if classes have made. Weekly schedules and the host schedule are reviewed weekly to reflect these changes as well. Theresa and I coordinated with teachers and Brandi about supplies needed for their classes. We have been sending emails, sharing catalogs, and social media posts to share our classes that start in late spring. Teacher payments for the month of February have been submitted.

I reviewed my 2024-2025 yearly goals and spent time making my 2025-2026 goals. One of my 2025-2026 goals included better marketing for rentals so we would have more rental income in the coming budget year. I have gotten in touch with the Herald & Tribune to run a half page ad in color for rentals in one of their upcoming special editions. Beth O'Brien and I are working to get that finalized. One of my other goals included getting together policies and procedures for other staff and hosts to use when I am absent. My first implementation of that was putting together a folder with drawings of each class set up for staff to refer to. Rental set ups will just need to be drawn up on an individual basis due to each event set up being special. My next phase of that goal will be putting together a booklet with procedures for the day to day.

I spent time working on both the February host schedule and the March host schedule. There were several changes to the February schedule due to classes being cancelled, classes being rescheduled, and last-minute rentals. The hosts sent me their March time off by the 17th of February. Other staff reviewed the weekly calendars and host schedules to

ensure everything looked correct. The March weekly calendars and host schedule was sent out on February 24th.

February is the start of the annual membership drive. I keep track of memberships as we receive them online and in person. People can register online, or they come in person to pay with a check/cash. I spent time communicating with members to have all the membership brunch orders by the 17th. I relayed all the orders to Skye since Ben was the one who made the quiches. Martha and I spent the day before putting out materials on tables, setting up tables, and putting tablecloths on. On the morning of the brunch, I helped put out food and drinks. Martha and I checked in people as they arrived and checked their membership status. Everyone had a good time at the membership brunch.

Donations:

We received \$500 in donations from one community member.

Martha Blaser – February 2025 Monthly Report – McKinney Center

McKinney Center:

- Faculty Art Exhibit
 - Made and printed labels for the artwork
 - Hung artwork on walls where it was planned to go
 - Attended exhibit opening
- Classes
 - Checked in students for Art Adventures class Thursdays at 4:30
 - Helped to set up and clean up before/after classes as needed
- Front Desk
 - Watched front desk and assisted visitors as needed
 - Called members to ask if they would be attending the Membership Brunch
- Booker T. Washington School Tour
 - Continued to work on research for the BTW School tour
 - Planned upcoming meetings for tour project
 - Went to the Langston Centre in Johnson City for their building tour
- Membership Board
 - Started to work with Skye on design for McKinney Center membership board
- Membership Brunch
 - Helped set up for membership brunch on 2/22
 - Made paper flowers and leaves for group activity at the brunch
 - Painted the foam tree that Skye cut out for the group activity
 - Attended brunch on 2/22 from 9am-12pm
 - Worked with Bre to check in members and renew membership if needed
 - Helped to get out food and drinks and clean up as needed

Outreach:

- Delivered StoryTown Radio Show posters and catalogs to businesses in downtown Jonesborough
- Worked on making decorations for St. Patrick's Day float
- Planned kids' craft for St. Patrick's Day event

Noriah Shaw February Monthly Report- McKinney Center

Outreach:

This month, Martha and I printed and distributed copies of StoryTown Radio Show posters, as well as copies of our spring catalog in downtown Jonesborough and Johnson City. Another way I contributed to outreach this February is by making social media posts. I created and uploaded eight social media posts to our StoryTown Facebook and Instagram page, in addition to the posts made by other members of our staff. These eight posts accumulated approx. 471 views over the month of February.

StoryTown:

This month, I produced February's episode of Voices of The Archives. I chose the story to share from our interview archives, and then scripted and recorded audio for the podcast. Another StoryTown project I worked on was the Story Snippet for February's newsletter. I chose a short story to be shared from our interview archives and then touched up the transcription to be read in a story format. The last StoryTown project I took part in was our StoryTown Radio Show. I attended the rehearsal for the event and helped with props and set up. On the day of, I helped gather supplies and set them up beforehand, and once the event started, I managed member benefits for the show. After the event ended, I helped take down and clean up.

Front desk:

When Bre goes to lunch at 1pm, I cover the front desk. I answer phone calls while they're away and greet any visitors we have. If a caller needs to speak with a member of our staff who is unavailable in the moment, I gather their information and leave a note for Bre to reach back out to them.

Special events:

This month, I assisted with our Membership Brunch! I assisted with the setup, food preparation, serving, and photography. I also assisted with our February Radio show, as mentioned above.

February 2025 Monthly Report, Anne G'Fellers-Mason

Program Manager

StoryTown Radio Show/StoryTown Initiative

Our February show was sold out, making two sold out shows this year. We had a full and diverse audience on many fronts and the ETSU Gospel Choir made their Radio Show debut. Tickets are on sale for the March show and we're hoping for another sell out.

- 1) We've raised \$3,500 in sponsorship money for 2025 so far.
- 2) StoryTown Radio Show 2025 Season Passes are still available. We have sold 23 passes so far.

2025 Planning

I am still waiting to hear about the Arts Access grant that was submitted to the Tennessee Arts Commission.

Theresa and I will be presenting about the "Living Here" community exhibit at the Tennessee Association of Museums conference in Knoxville in March.

I am actively researching the death of Officer Hood in 1928, the only Jonesborough police officer killed in the line of duty, for a true crime play to be presented in July.

Story Collecting

Community Listening Days are back at the Senior Center on March 25, June 27, September 23, and November 18. Publicity is rolling out for the March 25th date now.

Podcast

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

Total Downloads: 279 in the last thirty days

Social Media Posts

Facebook last 28 days

Page Followers: 1,597

Page Following: 448

Most interacted with Post – Black History Month post with Booker T Washington alumni (834 views, 451 post reach), Boosted post for February show had 24,903 views and 8,615 post reach

Views: 33,597

Post reach: 10,371

New Page Followers: 25

Interactions: 903

Link clicks: 52

Instagram last 30 days

Followers: 833

Views: 5,905 (41% followers, 59% non-followers)

Content Interactions: 416

Profile Visits: 74

Link Clicks: 1

The story shared that tagged Carson Peters had 954 views. The wrap up post featuring photos from February show had 187 views.

YouTube last 28 days

Subscribers: 17 (minus 2)

Views: 11

Watch Time: 0.3

New Subscribers: 0

Impressions: 337

Numbers for Month

StoryTown Volunteers: 23 (Number of volunteer hours, 92); Additional Volunteers 4 (Number of volunteer hours, 10)

Interactions: Media – 1, Writer’s Group – 4, TN Assoc of Museums – 16, Nancy performance in Kingsport – 110, JAMSA Meeting – 19, Story Brigade Meeting – 4, StoryTown Production Meeting – 2, StoryTown Rehearsal – 23, StoryTown Show – 150, Interviews – 1, Misc - 5

Total for Month – 335

Fire - Incident Types

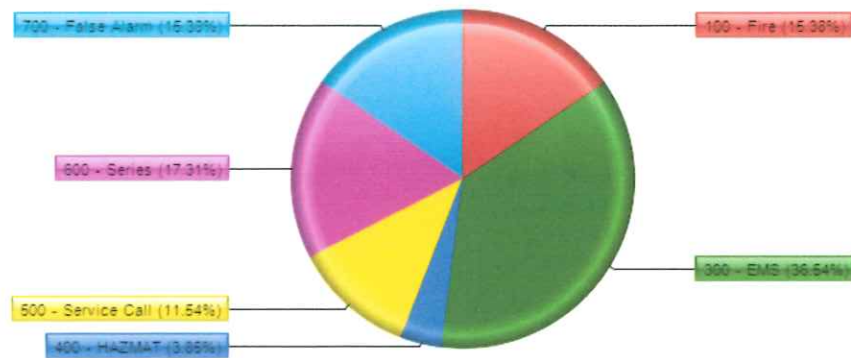
Date: Monday, March 3, 2025
Time: 8:09:30 AM

Alarm Date between 2025-02-01

and 2025-03-01

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	8
300 - EMS	19
400 - HAZMAT	2
500 - Service Call	6
600 - Series	9
700 - False Alarm	8
	52



Fire - Incident Types Codes with Detail Breakdown

Date: Monday, March 3, 2025
Time: 8:11:00 AM

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
		2/21/2025 3:02:18 AM	25031237	0000118	Building fire	Extinguishment by fire service personnel	819	Livestock, poultry storage
					1			
		2/6/2025 11:29:03 AM	25022186	0000096	Passenger vehicle fire	Investigate	965	Vehicle parking area
					1			
		2/26/2025 8:29:12 PM	25034899	0000130	Forest, woods or wildland fire	Extinguishment by fire service personnel	931	Open land or field
					1			
		2/6/2025 7:53:01 PM	25022479	0000097	Brush or brush-and-grass mixture fire	Investigate	931	Open land or field
		2/25/2025 12:44:23 PM	25033900	0000129	Brush or brush-and-grass mixture fire	Provide manpower		
		2/27/2025 4:52:10 PM	25035469	0000132	Brush or brush-and-grass mixture fire	Extinguishment by fire service personnel	669	Forest, timberland, woodland
		2/28/2025 3:04:53 PM	25036111	0000136	Brush or brush-and-grass mixture fire	Investigate	419	1 or 2 family dwelling
					4			
		2/10/2025 10:27:02 PM	25024974	0000101	Outside rubbish, trash or waste fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
					1			
8								
		2/4/2025 2:41:36 PM	25020855	0000091	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/5/2025 10:24:14 AM	25021397	0000093	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/10/2025 5:41:45 PM	25024854	0000100	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/11/2025 2:41:03 AM	25025049	0000102	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/14/2025 8:06:47 PM	25027573	0000106	Medical assist, assist EMS crew	Investigate	419	1 or 2 family dwelling
		2/17/2025 1:01:02 PM	25029137	0000110	Medical assist, assist EMS crew	Provide manpower	429	Multifamily dwelling
		2/17/2025 5:21:46 PM	25029272	0000112	Medical assist, assist EMS crew	Provide manpower	311	24-hour care Nursing homes, 4 or more persons
		2/18/2025 7:41:22 PM	25029999	0000115	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling

		2/23/2025 9:12:47 PM	25032859	0000122	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/24/2025 7:49:23 PM	25033485	0000125	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/25/2025 1:08:03 AM	25033622	0000128	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/28/2025 1:02:57 PM	25036021	0000134	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/28/2025 2:43:22 PM	25036089	0000135	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		2/28/2025 10:54:30 PM	25036329	0000137	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
					14			
		2/1/2025 3:03:52 PM	25019019	0000086	Motor vehicle accident with injuries	Investigate	961	Highway or divided highway
		2/7/2025 7:50:51 AM	25022734	0000098	Motor vehicle accident with injuries	Investigate	962	Residential street, road or residential driveway
					2			
		2/5/2025 5:38:26 PM	25021707	0000095	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
		2/16/2025 12:04:15 PM	25028566	0000108	Motor vehicle accident with no injuries.	Investigate	961	Highway or divided highway
		2/20/2025 7:40:14 AM	25030804	0000116	Motor vehicle accident with no injuries.	Investigate	931	Open land or field
					3			
19								
		2/23/2025 10:17:24 PM	25032885	0000123	Gas leak (natural gas or LPG)	Investigate	419	1 or 2 family dwelling
					1			
		2/18/2025 4:16:57 PM	25029900	0000114	Attempted burning, illegal action, other	Fire control or extinguishment, other	931	Open land or field
					1			
2								
		2/2/2025 1:10:39 PM	25019578	0000088	Public service	Investigate	931	Open land or field
		2/3/2025 12:37:14 PM	25020159	0000089	Public service	Investigate	931	Open land or field
		2/4/2025 10:31:57 AM	25020709	0000090	Public service	Information, investigation & enforcement, other	981	Construction site
		2/17/2025 10:42:27	25029069	0000109	Public service	Information, investigation &	931	Open land or field

	AM				enforcement, other			
	2/20/2025 3:47:31 PM	25030986	0000117	Public service	Assistance, other	419	1 or 2 family dwelling	
	2/21/2025 4:28:24 PM	25031706	0000120	Public service	Assistance, other	419	1 or 2 family dwelling	
					6			
6								
	2/12/2025 3:17:02 PM	25026115	0000105	Good intent call, other	Investigate	419	1 or 2 family dwelling	
	2/16/2025 11:16:58 AM	25028540	0000107	Good intent call, other	Investigate	419	1 or 2 family dwelling	
	2/24/2025 11:21:04 PM	25033593	0000127	Good intent call, other	Investigate	931	Open land or field	
	2/26/2025 8:32:19 PM	25034900	0000131	Good intent call, other	Investigate	962	Residential street, road or residential driveway	
	2/27/2025 9:18:48 PM	25035598	0000133	Good intent call, other	Investigate	419	1 or 2 family dwelling	
					5			
	2/24/2025 10:20:33 AM	25033157	0000124	Dispatched & canceled en route	Cancelled en route	215	High school/junior high school/middle school	
					1			
	2/21/2025 4:37:10 PM	25031709	0000121	No incident found on arrival at dispatch address	Investigate	131	Church, mosque, synagogue, temple, chapel	
	2/24/2025 10:39:25 PM	25033566	0000126	No incident found on arrival at dispatch address	Investigate	429	Multifamily dwelling	
					2			
	2/4/2025 4:56:51 PM	25020962	0000092	Authorized controlled burning	Investigate	419	1 or 2 family dwelling	
					1			
9								
	2/9/2025 1:38:34 AM	25023815	0000099	CO detector activation due to malfunction	Investigate	419	1 or 2 family dwelling	
					1			
	2/11/2025 11:49:23 AM	25025320	0000103	Smoke detector activation, no fire - unintentional	Investigate	254	Day care, in commercial property	
					1			

		2/5/2025 10:38:04 AM	25021404	0000094	Detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
		2/11/2025 3:55:16 PM	25025489	0000104	Detector activation, no fire - unintentional	Investigate	180	Studio/theater, other
		2/18/2025 7:29:41 AM	25029565	0000113	Detector activation, no fire - unintentional	Investigate	215	High school/junior high school/middle school
					3			
		2/17/2025 1:50:09 PM	25029163	0000111	Alarm system activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
		2/21/2025 9:42:16 AM	25031422	0000119	Alarm system activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
					2			
		2/2/2025 12:01:25 PM	25019539	0000087	Carbon monoxide detector activation, no CO	Investigate	419	1 or 2 family dwelling
					1			
8								

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
City					
	131				
		2/6/2025 11:29:03 AM	25022186	0000096	1200 W JACKSON BL
	311				
		2/17/2025 5:21:46 PM	25029272	0000112	1101 PERSIMMON RIDGE RD
		2/17/2025 1:01:02 PM	25029137	0000110	183 OLD STATE ROUTE 34 #8
	452				
		2/23/2025 10:17:24 PM	25032885	0000123	1138 E MAIN ST
	503				
		2/2/2025 1:10:39 PM	25019578	0000088	118 CHARLEM HILLS RD
		2/3/2025 12:37:14 PM	25020159	0000089	809 OLD BOONES CREEK RD
		2/4/2025 10:31:57 AM	25020709	0000090	140 S LINCOLN AVE
		2/17/2025 10:42:27 AM	25029069	0000109	1103 W JACKSON BL
		2/20/2025 3:47:31 PM	25030986	0000117	1419 W MAIN ST
		2/21/2025 4:28:24 PM	25031706	0000120	57 WALTON ST
	600				
		2/26/2025 8:32:19 PM	25034900	0000131	25 HICKORY POINTE
		2/27/2025 9:18:48 PM	25035598	0000133	908 SHELL RD
	622				
		2/21/2025 4:37:10 PM	25031709	0000121	201 E MAIN ST
		2/24/2025 10:39:25 PM	25033566	0000126	702 E MAIN ST
	736				
		2/9/2025 1:38:34 AM	25023815	0000099	1232 LEMONGRASS DR
	744				
		2/11/2025 3:55:16 PM	25025489	0000104	100 W MAIN ST

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
County					
	111				
		2/21/2025 3:02:18 AM	25031237	0000118	429 CONKLIN RD
	131				
		2/26/2025 8:29:12 PM	25034899	0000130	GRASSY VALLEY RD
	142				
		2/6/2025 7:53:01 PM	25022479	0000097	126 POPLAR HILL DR
		2/25/2025 12:44:23 PM	25033900	0000129	209 TELFORD-NEW VICTORY RD
		2/27/2025 4:52:10 PM	25035469	0000132	GRASSY VALLEY RD
		2/28/2025 3:04:53 PM	25036111	0000136	264 HALES RD
	151				
		2/10/2025 10:27:02 PM	25024974	0000101	674 OLD STATE ROUTE 34
	215				
		2/4/2025 2:41:36 PM	25020855	0000091	122 TIPTON RD
		2/5/2025 10:24:14 AM	25021397	0000093	363 RAMBLING RD
		2/10/2025 5:41:45 PM	25024854	0000100	111 ROCKWOOD DR
		2/11/2025 2:41:03 AM	25025049	0000102	268 E MAIN ST
		2/28/2025 1:02:57 PM	25036021	0000134	122 TIPTON RD
		2/23/2025 9:12:47 PM	25032859	0000122	122 TIPTON RD
		2/28/2025 2:43:22 PM	25036089	0000135	479 RIDGECREST RD
		2/24/2025 7:49:23 PM	25033485	0000125	122 TIPTON RD
		2/18/2025 7:41:22 PM	25029999	0000115	280 OLD EMBREEVILLE RD
		2/14/2025 8:06:47 PM	25027573	0000106	417 MATSON RD
		2/25/2025 1:08:03 AM	25033622	0000128	397 MT ZION CHURCH RD

		2/28/2025 10:54:30 PM	25036329	0000137	122 TIPTON RD
	322				
		2/1/2025 3:03:52 PM	25019019	0000086	1106 OLD STATE ROUTE 34
		2/7/2025 7:50:51 AM	25022734	0000098	CONKLIN RD
	323				
		2/5/2025 5:38:26 PM	25021707	0000095	GREENWOOD DR
		2/16/2025 12:04:15 PM	25028566	0000108	CREASEY CREEK RD
		2/20/2025 7:40:14 AM	25030804	0000116	1547 OLD BOONES CREEK RD
	430				
		2/18/2025 4:16:57 PM	25029900	0000114	333 A L SLIGER RD
	500				
		2/24/2025 11:21:04 PM	25033593	0000127	181 ROY PHILLIPS RD
		2/12/2025 3:17:02 PM	25026115	0000105	201 PECANWOOD DR
	511				
		2/24/2025 10:20:33 AM	25033157	0000124	684 OLD STATE ROUTE 34
	631				
		2/4/2025 4:56:51 PM	25020962	0000092	111 JACOB BRIGHT LN
	743				
		2/11/2025 11:49:23 AM	25025320	0000103	116 CLAUDE SIMMONS RD
	745				
		2/5/2025 10:38:04 AM	25021404	0000094	3645 W WALNUT ST
		2/18/2025 7:29:41 AM	25029565	0000113	684 OLD STATE ROUTE 34
	745				
		2/21/2025 9:42:16 AM	25031422	0000119	605 RIDGECREST RD
	746				
		2/2/2025 12:01:25 PM	25019539	0000087	400 TAVERN HILL RD

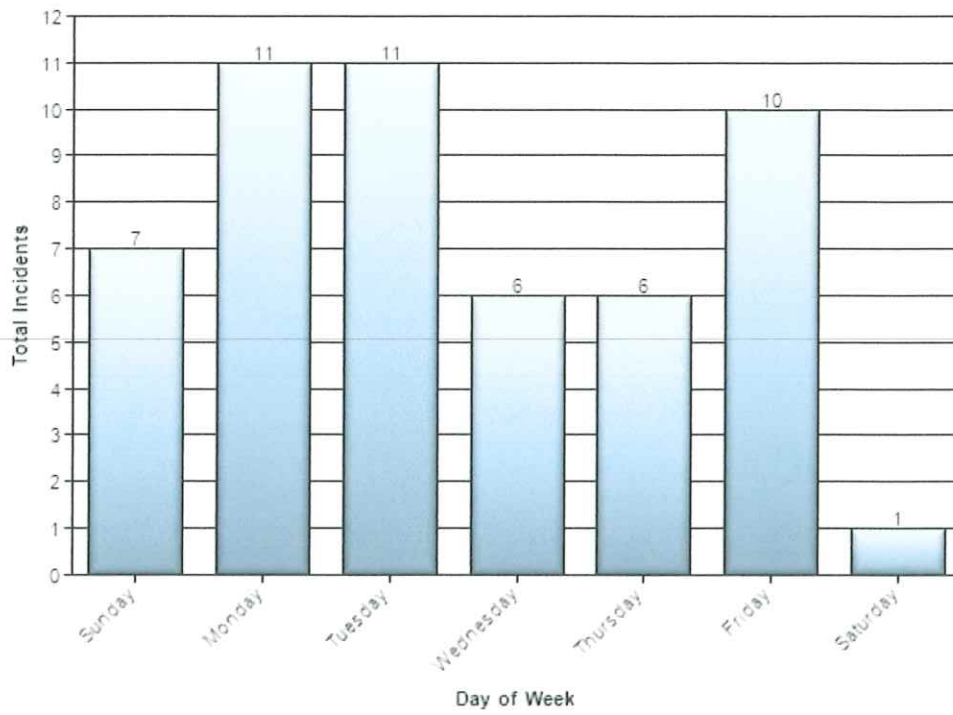
District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
Outside City of Johnson City					
	600				
		2/16/2025 11:16:58 AM	25028540	0000107	105 CHESTNUT RIDGE DR
	745				
		2/17/2025 1:50:09 PM	25029163	0000111	1074 HAWK NEST CT

Incident List by Alarm Date/Time

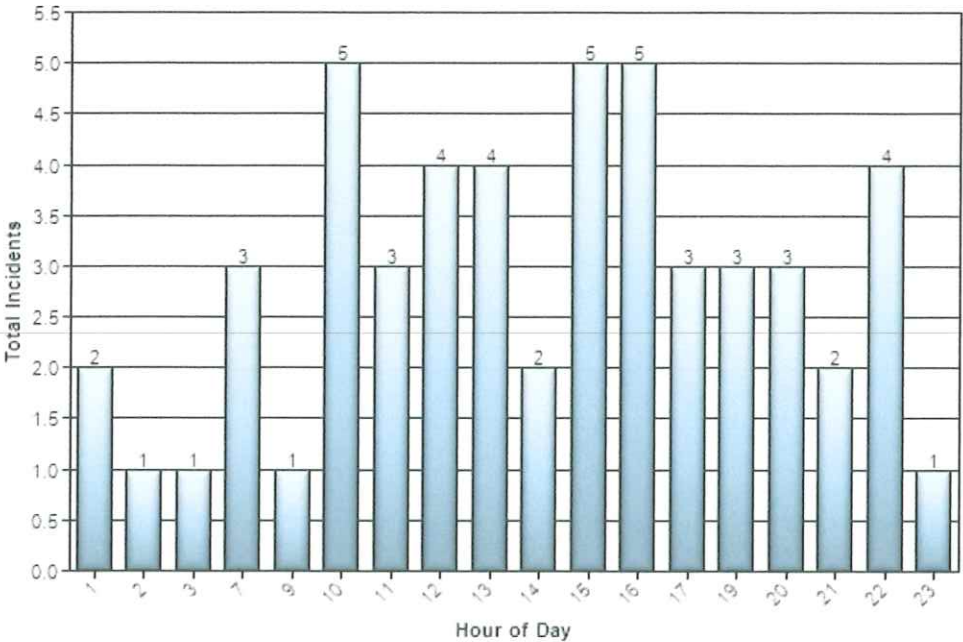
Incident Number	Alarm Date	Alarm Time	Location	Incident Type Code	Incident Type	NFIRS Number
25019019	2/1/2025 3:03:52 PM	3:03 PM	1106 OLD STATE ROUTE 34	322	Motor vehicle accident with injuries	0000086
25019539	2/2/2025 12:01:25 PM	12:01 PM	400 TAVERN HILL RD	746	Carbon monoxide detector activation, no CO	0000087
25019578	2/2/2025 1:10:39 PM	1:10 PM	118 CHARLEM HILLS RD	553	Public service	0000088
25020159	2/3/2025 12:37:14 PM	12:37 PM	809 OLD BOONES CREEK RD	553	Public service	0000089
25020709	2/4/2025 10:31:57 AM	10:31 AM	140 S LINCOLN AVE	553	Public service	0000090
25020855	2/4/2025 2:41:36 PM	2:41 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	0000091
25020962	2/4/2025 4:56:51 PM	4:56 PM	111 JACOB BRIGHT LN	631	Authorized controlled burning	0000092
25021397	2/5/2025 10:24:14 AM	10:24 AM	363 RAMBLING RD	311	Medical assist, assist EMS crew	0000093
25021404	2/5/2025 10:38:04 AM	10:38 AM	3645 W WALNUT ST	744	Detector activation, no fire - unintentional	0000094
25021707	2/5/2025 5:38:26 PM	5:38 PM	GREENWOOD DR	324	Motor vehicle accident with no injuries.	0000095
25022186	2/6/2025 11:29:03 AM	11:29 AM	1200 W JACKSON BL	131	Passenger vehicle fire	0000096
25022479	2/6/2025 7:53:01 PM	7:53 PM	126 POPLAR HILL DR	142	Brush or brush-and-grass mixture fire	0000097
25022734	2/7/2025 7:50:51 AM	7:50 AM	CONKLIN RD	322	Motor vehicle accident with injuries	0000098
25023815	2/9/2025 1:38:34 AM	1:38 AM	1232 LEMONGRASS DR	736	CO detector activation due to malfunction	0000099
25024854	2/10/2025 5:41:45 PM	5:41 PM	111 ROCKWOOD DR	311	Medical assist, assist EMS crew	0000100
25024974	2/10/2025 10:27:02 PM	10:27 PM	674 OLD STATE ROUTE 34	151	Outside rubbish, trash or waste fire	0000101
25025049	2/11/2025 2:41:03 AM	2:41 AM	268 E MAIN ST	311	Medical assist, assist EMS crew	0000102
25025320	2/11/2025 11:49:23 AM	11:49 AM	116 CLAUDE SIMMONS RD	743	Smoke detector activation, no fire - unintentional	0000103
25025489	2/11/2025 3:55:16 PM	3:55 PM	100 W MAIN ST	744	Detector activation, no fire - unintentional	0000104
25026115	2/12/2025 3:17:02 PM	3:17 PM	201 PECANWOOD DR	600	Good intent call, other	0000105
25027573	2/14/2025 8:06:47 PM	8:06 PM	417 MATSON RD	311	Medical assist, assist EMS crew	0000106
25028540	2/16/2025 11:16:58 AM	11:16 AM	105 CHESTNUT RIDGE DR	600	Good intent call, other	0000107
25028566	2/16/2025 12:04:15 PM	12:04 PM	CREASEY CREEK RD	324	Motor vehicle accident with no injuries.	0000108
25029069	2/17/2025 10:42:27 AM	10:42 AM	1103 W JACKSON BL	553	Public service	0000109
25029137	2/17/2025 1:01:02 PM	1:01 PM	183 OLD STATE ROUTE 34 #8	311	Medical assist, assist EMS crew	0000110
25029163	2/17/2025 1:50:09 PM	1:50 PM	1074 HAWK NEST CT	745	Alarm system activation, no fire - unintentional	0000111
25029272	2/17/2025 5:21:46 PM	5:21 PM	1101 PERSIMMON RIDGE RD	311	Medical assist, assist EMS crew	0000112
25029565	2/18/2025 7:29:41 AM	7:29 AM	684 OLD STATE ROUTE 34	744	Detector activation, no fire - unintentional	0000113
25029900	2/18/2025 4:16:57 PM	4:16 PM	333 A L SLIGER RD	480	Attempted burning, illegal action, other	0000114
25029999	2/18/2025 7:41:22 PM	7:41 PM	280 OLD EMBREEVILLE RD	311	Medical assist, assist EMS crew	0000115

25030804	2/20/2025 7:40:14 AM	7:40 AM	1547 OLD BOONES CREEK RD	324	Motor vehicle accident with no injuries.	0000116
25030986	2/20/2025 3:47:31 PM	3:47 PM	1419 W MAIN ST	553	Public service	0000117
25031237	2/21/2025 3:02:18 AM	3:02 AM	429 CONKLIN RD	111	Building fire	0000118
25031422	2/21/2025 9:42:16 AM	9:42 AM	605 RIDGECREST RD	745	Alarm system activation, no fire - unintentional	0000119
25031706	2/21/2025 4:28:24 PM	4:28 PM	57 WALTON ST	553	Public service	0000120
25031709	2/21/2025 4:37:10 PM	4:37 PM	201 E MAIN ST	622	No incident found on arrival at dispatch address	0000121
25032859	2/23/2025 9:12:47 PM	9:12 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	0000122
25032885	2/23/2025 10:17:24 PM	10:17 PM	1138 E MAIN ST	412	Gas leak (natural gas or LPG)	0000123
25033157	2/24/2025 10:20:33 AM	10:20 AM	684 OLD STATE ROUTE 34	611	Dispatched & canceled en route	0000124
25033485	2/24/2025 7:49:23 PM	7:49 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	0000125
25033566	2/24/2025 10:39:25 PM	10:39 PM	702 E MAIN ST	622	No incident found on arrival at dispatch address	0000126
25033593	2/24/2025 11:21:04 PM	11:21 PM	181 ROY PHILLIPS RD	600	Good intent call, other	0000127
25033622	2/25/2025 1:08:03 AM	1:08 AM	397 MT ZION CHURCH RD	311	Medical assist, assist EMS crew	0000128
25033900	2/25/2025 12:44:23 PM	12:44 PM	209 TELFORD-NEW VICTORY RD	142	Brush or brush-and-grass mixture fire	0000129
25034899	2/26/2025 8:29:12 PM	8:29 PM	GRASSY VALLEY RD	141	Forest, woods or wildland fire	0000130
25034900	2/26/2025 8:32:19 PM	8:32 PM	25 HICKORY POINTE	600	Good intent call, other	0000131
25035469	2/27/2025 4:52:10 PM	4:52 PM	GRASSY VALLEY RD	142	Brush or brush-and-grass mixture fire	0000132
25035598	2/27/2025 9:18:48 PM	9:18 PM	908 SHELL RD	600	Good intent call, other	0000133
25036021	2/28/2025 1:02:57 PM	1:02 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	0000134
25036089	2/28/2025 2:43:22 PM	2:43 PM	479 RIDGECREST RD	311	Medical assist, assist EMS crew	0000135
25036111	2/28/2025 3:04:53 PM	3:04 PM	264 HALES RD	142	Brush or brush-and-grass mixture fire	0000136
25036329	2/28/2025 10:54:30 PM	10:54 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	0000137

Monthly Breakdown of Incidents



Hourly Breakdown of Incidents





Feb. 2025 Redflex Report

From Feb. 1st through Feb. 28th the traffic cameras registered a total of **(980)** violations with **(14)** violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected **(235)** resulting in **(731)** violations mailed. The primary reasons for violations being rejected are Plate/Vehicle Obstruction, Glare/Weather Conditions, Incorrect Plate and Extended Vehicle.

The highest number of violations occurred at Food City (Southbound) with **(321)** violations followed by Jackson at Forrest with **(266)**.



Jonesborough



DEPARTMENT of PUBLIC SAFETY

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

Jonesborough Department of Public Safety Feb. 2025 Monthly Report

- CITATIONS & ARRESTS

Offenses	Count
Sex Offenses, Forcible	1
Assault	5
Burglary	1
Larceny/Theft	4
Counterfeiting/Forgery	2
Fraud	3
Drug/Narcotic	4
Miscellaneous (TIBRS Group B)	3
Miscellaneous (Department Only)	9
Total:	32

Memos	Count
Accident Report Refusal	1
Animal Destruction	1
Assisting Other Agency	4
Crisis Intervention Report	1
Field Interview	8
Found Property	3
K9 Deployment	6
K9 Training	7
Lost/Stolen License Plate	1
Miscellaneous Information	11
No Tow Form	1
Officer Assistance Form	8
Property Damage/Misc	7
Sensitive Information Report	1
Trespass Warning	7
Total:	67

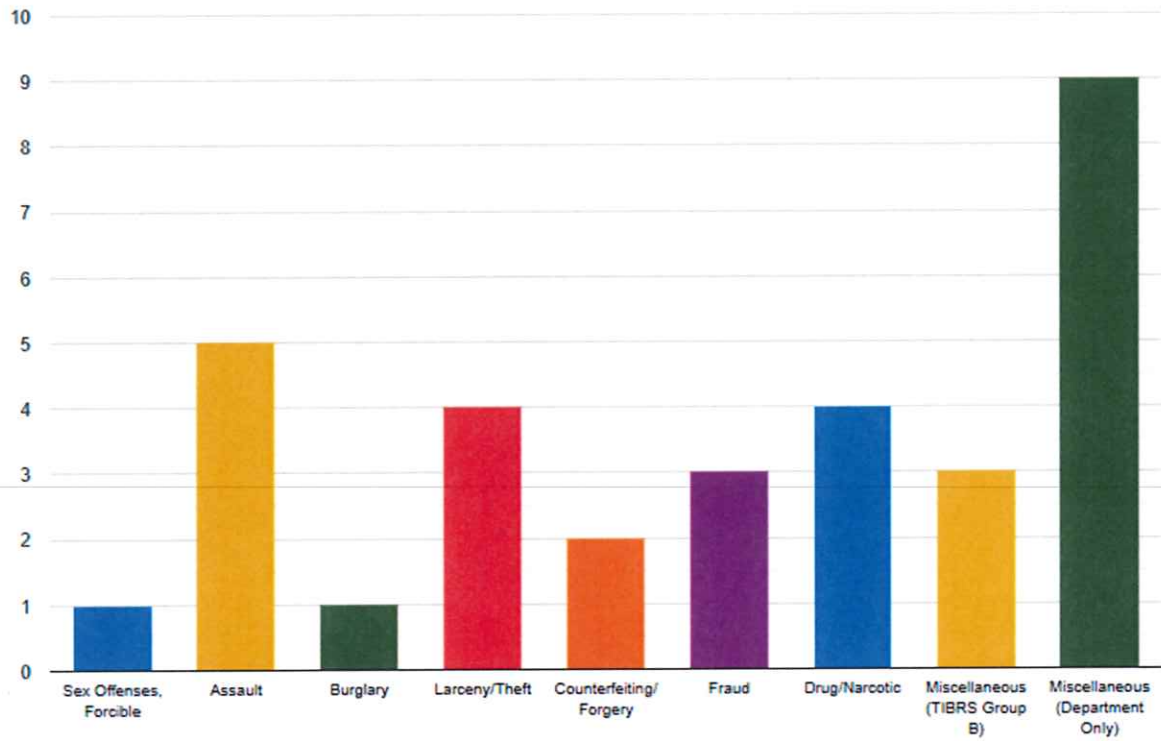
Arrests	Count
Adult (On-View Arrest)	12
Adult (Summoned/Cited)	32
Adult (Taken Into Custody)	2
Total:	46

Crashes	Count
Property damage (over \$ threshold)	21
Property damage (under \$ threshold)	8
Total:	29

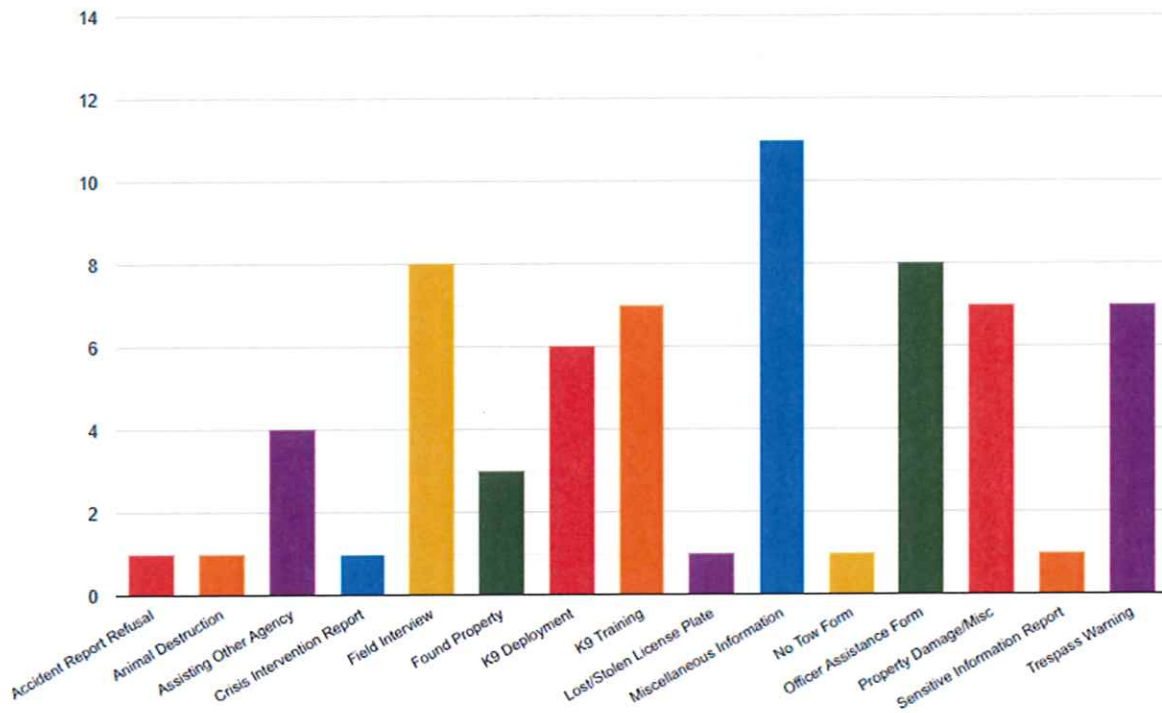
Non-Investigatory Crashes	Count
Property damage (over \$ threshold)	2
Total:	2

Tickets	Count
Traffic (Municipal Court)	228
Traffic (Washington County Juvenile Court)	3
Traffic Charges (Municipal Court)	470
Traffic Charges (Washington County Juvenile Court)	3
Ordinance (Municipal Court)	1
Parking (Municipal Court)	4
Tow	9
Warning	171
Total:	416

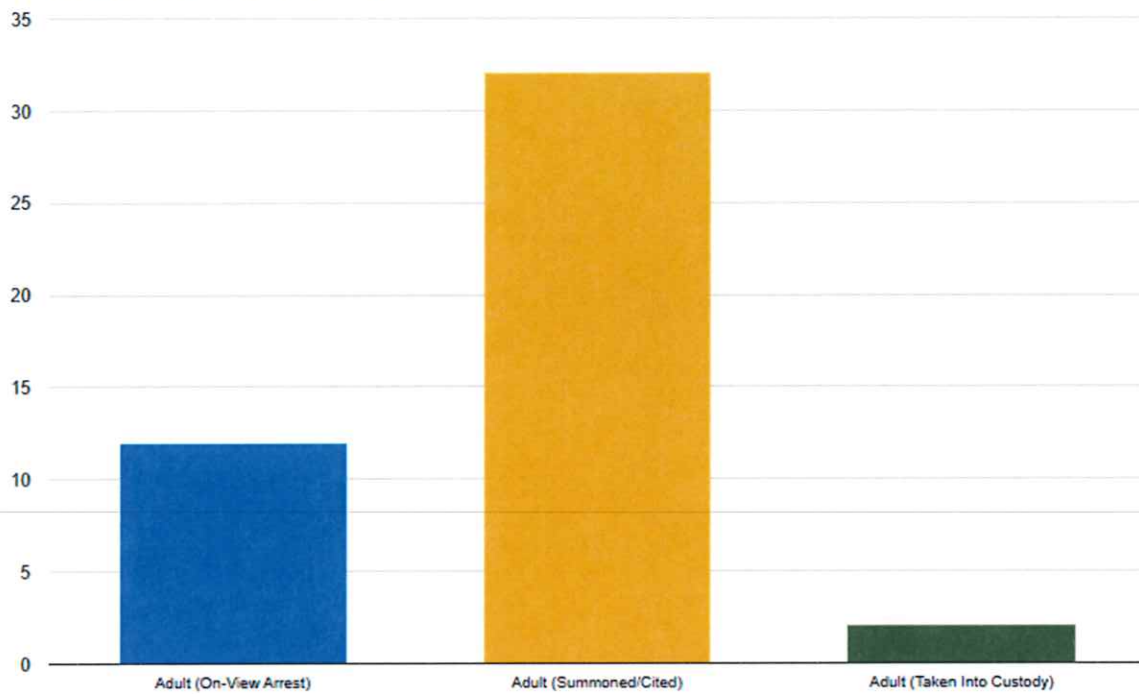
Incidents - 02/01/2025 - 02/28/2025



Memos - 02/01/2025 - 02/28/2025



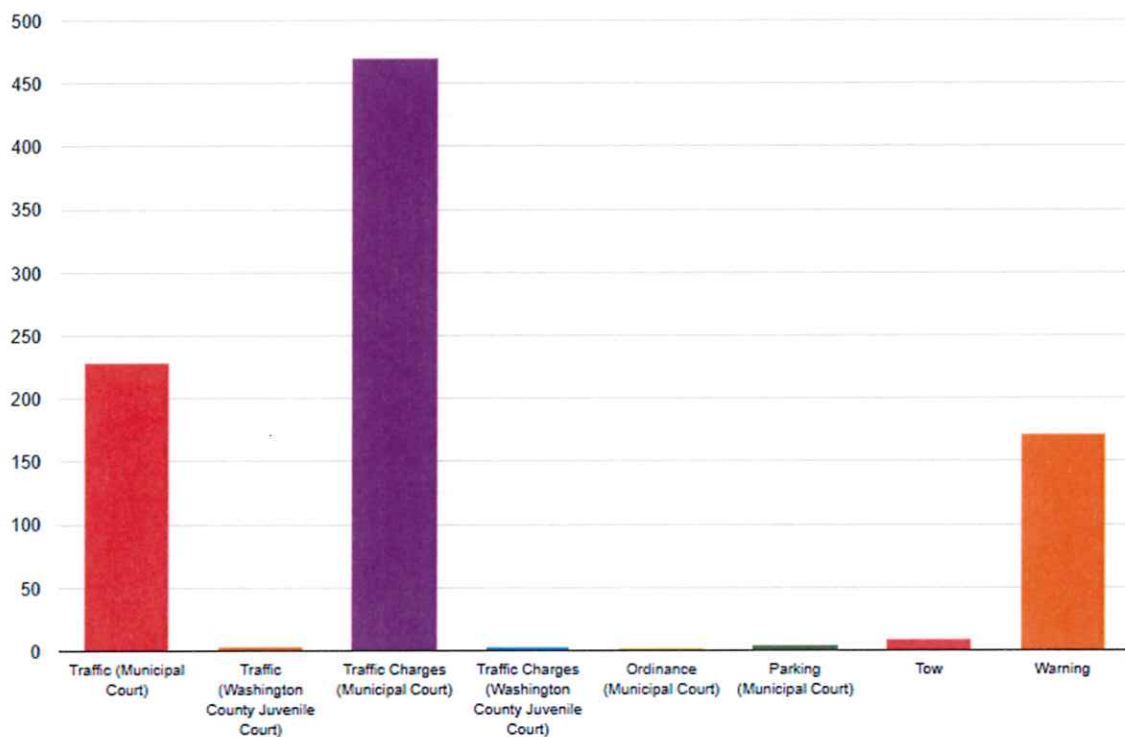
Arrests - 02/01/2025 - 02/28/2025



- CRIMINAL INVESTIGATIONS**

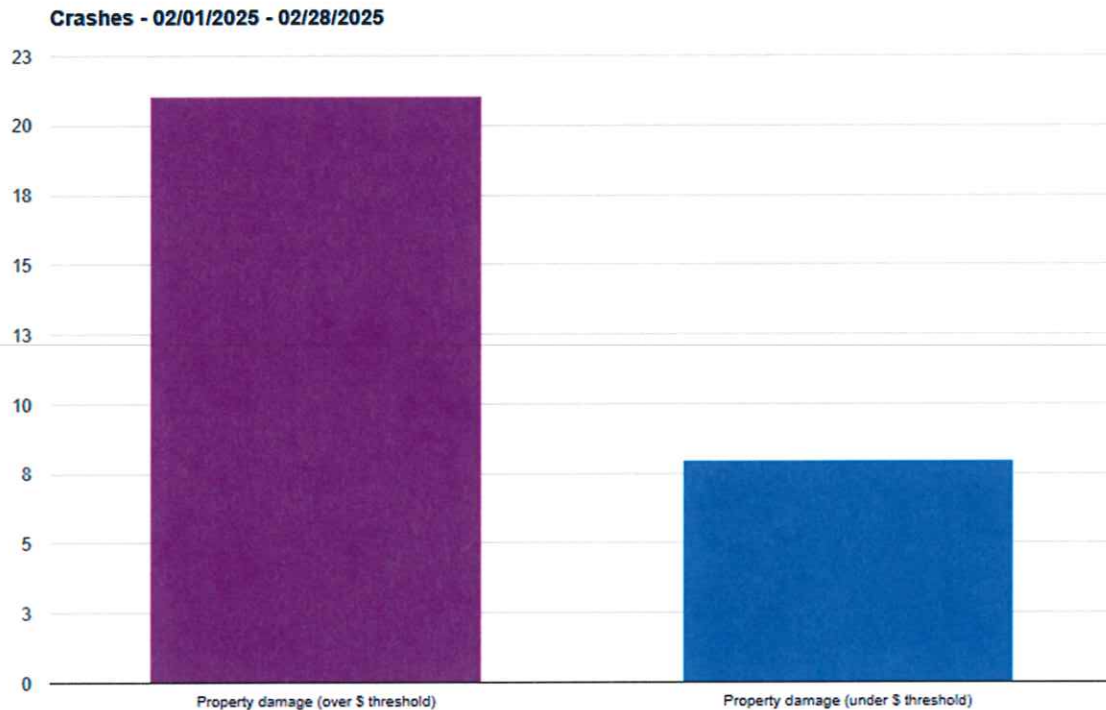
There are several open and active investigations currently and several Presentments scheduled for the Grand Jury in mid May.

Tickets - 02/01/2025 - 02/28/2025



- **MOTOR VEHICLE CRASHES**

A total of **(21)** crashes were reported and investigated for the month of Feb. 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 Feb., K9, *Cygan* was involved in **(2)** deployments and **(16)** training hours. K9, *Falco's* was involved in **(6)** deployments and **(16)** training hours. K9, *Daryl* was involved in **(0)** deployments and **(19)** training hours.

- **RESERVES**

The reserve officers contributed **(11)** hours for the month of Feb. Reserve Officer Collins contributed most of these hours with **(7)** total.

- **CODE ENFORCEMENT**

There was **(1)** ordinance violation issued during the month of Feb.

- **DISPATCH TRANSACTIONS FOR JCPD**

For Feb., our dispatchers assisted Johnson City Police Department with approximately **(28)** transactions.

- **OTHER CALLS FOR SERVICE**

There were **(1501)** CAD Entries for the month of Feb.

2025
BUILDING PERMITS REPORT

	<u># PERMITS</u>	<u>AMOUNT</u>	<u>FEES</u>	<u>NEW HOUSES</u>	<u>COMMERCIAL</u>	<u>RENOVATIONS</u> <u>PLUMBING</u> <u>MECHANICAL</u> <u>MISCELLANEOUS</u>	<u>ADDITIONS</u>	<u>SIGNS</u>
January	33	6,498,570.94	55,963.25	23	1	6	1	2
February	8	1,820,062.31	16,087.09	1	3	3		1
March								
April								
May								
June								
July								
August								
September								
October								
November								
December								
TOTALS	41	\$8,318,633.25	\$72,050.34	24	4	9	1	3

	<u>Monthly Total</u>	<u>Year-To-Date</u>
New House Permits	200,000.00	\$6,227,116.00
New House Permit Fees	1,700.00	\$53,007.00
Commercial Permits	1,606,862.31	\$1,982,078.64
Commercial Permit Fees	13,974.89	\$16,992.39
Renovations, Additions Permits	13,200.00	\$109,438.61
Renovations, Additions Permit Fees	412.20	\$2,050.95

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

YEAR - 2024				YEAR - 2025			
MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE	MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE
January	9	2,995,200.00	16,743.60	January	33	6,498,570.94	55,963.25
February	7	481,740.74	2,392.01	February	8	1,820,062.31	16,087.09
March	9	4,515,000.00	24,832.50	March			
April	16	2,595,000.00	14,484.50	April			
May	18	3,010,015.00	16,912.47	May			
June	18	3,181,275.00	17,998.04	June			
July	38	7,507,021.00	41,348.32	July			
August	46	9,561,667.00	52,790.70	August			
September	22	2,892,193.61	21,984.41	September			
October	30	4,352,014.18	37,412.65	October			
November	14	2,955,900.00	25,125.15	November			
December	19	2,915,000.00	25,477.50	December			
TOTALS	246	\$46,962,026.53	\$297,501.85	TOTALS	41	\$8,318,633.25	\$72,050.34

TOWN OF JONESBOROUGH
2025 BUILDING PERMITS

	DATE	OWNER	ADDRESS	TYPE OF CONSTRUCTION	PROJECT COST	PERMIT FEE
February						
	02/04/25	Jonesborough Medical	1003 East Jackson Blvd	Sign	1,400.00	119.00
	02/11/25	Shawn McCullom	414 Spring Street	Variance	0.00	300.00
	02/14/25	V3 Realty	1504 East Jackson Blvd	New Starbucks	1,559,719.00	13,257.61
	02/18/25	Superior Plumbing	705 West Main St	Plumbing	6,000.00	51.00
	02/18/25	BGIS Integrated Solutions LLC	1460 East Jackson Blvd	Mechanical	21,103.00	179.38
	02/28/25	Shawn McCullom	414 Spring Street	House	200,000.00	1,700.00
	02/28/25	Hometown Plumbing	103 Fox Street	Plumbing	24,640.31	418.90
	02/28/24	Jim Rhein	210 Spring Street	Metal Roof	7,200.00	61.20
				TOTAL	\$1,820,062.31	\$16,087.09

Supervisor Report for February 2025

Senior Center

The Center membership continues to grow, in January we had 71 new members and February 61 new members. We have two new fitness classes starting in March Balance and Stretch and Movement with Intention. Both focused on stretching, stability and safety. Our Host Don Bagwell has been doing a fantastic job writing press releases for all our new programs and activities and has gotten us quite a bit of coverage in the local paper and the Healthy Living publication. Copy attached.

We hosted our annual Valentine's Dance at the McKinney Center. We had 100 people in attendance. The Greeneville Swing Band provided musical entertainment, and the food was catered by the chef from Dominion Senior Living. It was a great evening and due to the press release Don Bagwell wrote, Channel 5 came and interviewed Wesley Wilson about the dance.

We took a backstage tour at the Fossil site in February. We try to keep the trips close when the weather is unpredictable.

Our cooking class in February was full and we made chocolate dipped strawberries and chocolate raspberry parfaits, just in time for Valentine's Day.

Kathy Crawford, Assistant Director at the center began a new group called Coffee and Chat with Kathy. This is every Monday morning and is an opportunity for the members to chat with staff and find resources in the community for seniors, express ideas and get to know each other. So far from the group we discovered an interest in having a crochet class, Kathy has found an instructor, and that class will be starting soon.

Fitness Bingo is going well and is a program focused on members trying all the fitness classes to fill their bingo card, everyone who fills their card will receive a free logoed t-shirt or fitness towel.

Our newest hiking group Lauren's Ridges and Roots began in February. This is our gently hiking group that will be around a mile lasting about an hour. Lauren Little, Open Space Coordinator, has partnered with the Senior Center to lead hikes at Persimmon Ridge each month, this time we hiked Walter's Trail and Lauren pointed out different foliage and points of interest. Article attached.

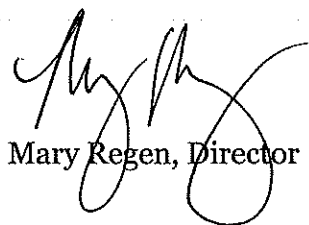
We are working on planning for our upcoming Health Fair in April, securing vendor participation.

I am working with the Department of Disability and Aging on a new program. They have started a Senior Center Director Mentor/Mentee program. I have been selected to work as a mentor to a new director in White Co Tennessee, near Sparta. I look forward to this opportunity.

Lincoln Park

We are hosting our wintertime class Funshine, for the month of February Lauren and Julia from Parks and Recreation did a wonderful job of teaching a wreath class using natural materials collected from our local parks. We had a packed class with a waiting list. We enjoy doing this beat the wintertime blues class. In addition, we hosted a watercolor painting class in the Education Building at Lincoln Park that ran for six weeks. The special guest was our Acrylic art teacher, Tania Dirks. This class was hosted in the Education Building in Lincoln Park. We look forward to warmer days ahead and the restart of pickleball, bocce ball, shuffleboard, Lincoln Loopers and new in 2025, cornhole.

Respectfully,

A handwritten signature in black ink, appearing to read 'Mary Regen', with a large, stylized flourish at the end.

Mary Regen, Director

TO THE TRAILS

Senior center offers hiking programs for all levels

By **KIMBERLY HARR**

Staff Writer

kharr@sixrivermedia.com

Getting outside and staying active will be even easier for Jonesborough Senior Center members this spring.

Director Mary Regen recently announced three new programs tailored for different activity levels — from challenging hikes to relaxed walks.

Regen, an avid hiker, said outdoor adventure has long been a focus at the center.

"I have loved hiking for many years, and we started our hiking group about eight years ago," she said. "We love to have opportunities for our members to explore nature and have adventures. We have so many who are very fit and look forward to the challenge of hiking."

The Red Liners will be a new option for experienced hikers looking for longer, more demanding trails. Led by Regen, this group will take on four to six mile hikes through state parks and national forests.

"Our advanced hiking group has a new name — Red Liners — and this one will be for folks looking for a longer, more challenging hike," she said.



CONTRIBUTED/JONESBOROUGH SENIOR CENTER

Senior Center offers parkour classes to promote balance

BY KIMBERLY HARR

kharr@sixriversmedia.com

The Jonesborough Senior Center is offering a variety of fitness classes to help older adults stay active, healthy and engaged.

Allen Weems, the program director at the center, recently provided an overview of the wide range of options available to seniors.

"We keep all of our calendars and websites updated with fitness activities and special events at the senior center," Weems said. "We also have a gym inside the facility for members to use at their leisure."

The classes offer descriptions and have varying degrees of difficulty, ensuring there is something for everyone, no matter their fitness level. Robin Beals, one of the fitness instructors at the center, offered information about one of her favorite fitness classes. "Think of a James Bond movie," Beals said. "Something special about the Jonesborough Senior Center is the availability of our parkour classes."

Parkour began as an urban sport amongst young people as a way to get around buildings and structures, according to Beals. It is a more intensive option for members, but the focus remains on balance. Beals explained the class is held at Lincoln Park, and workouts include balancing on low-to-the-ground items, crawling over and under objects and jumping and vaulting over objects.

Beals explained that Parkour helps with fall prevention, focusing on movement awareness and agility, while teaching techniques for controlled falls and safe locomotion. "Seniors can really do anything that's not going to contradict previous injuries," Beals said. "Not all seniors are at the same level of physical



CONTRIBUTED/JONESBOROUGH SENIOR CENTER

The parkour class, as well as many other courses and activities, are held at Lincoln Park.



CONTRIBUTED/JONESBOROUGH SENIOR CENTER

Robin Beals (left) leads the Parkour class. As the fitness instructor, she provides seniors with guidance and encouragement.

fitness, so some classes focus on softer movements." For those seeking gentle movement and relaxation, the center offers Gentle Yoga, led by instructor Phyllis Fabozzi. This class provides a slow, mindful approach to movement. Gentle Yoga is designed to relax the mind and body, soothe the nervous system, reduce chronic pain and improve sleep and overall well-being. Another popular class is Silver Sneakers Enerchi, taught by Fabozzi and Laura Whelan. This Tai Chi-based class is often described as "meditation in motion." It is especially beneficial for older adults because it is low-impact and joint-friend-

ly. The class consists of slow, flowing sequences designed to improve balance, strength and focus, with chair support available for standing stability or seated exercise options. For those who enjoy being in the water, Silver Sneakers Splash is available in the summer. This water aerobics class, taught by Robin Beals, is held at the Country Inn & Suites in Jonesborough. Participants can purchase a "Six-Class Card" for \$21, which can be used for any Silver Sneakers Splash class offered by the senior center. Proper water shoes are required. "Water is a great place for members to get active," Beals

explained. "It takes pressure off joints and helps them gain better mobility."

For those looking to combine elements of yoga and pilates, yogalates blends the core-strengthening techniques of pilates with the flexibility and balance benefits of yoga. This class is known for improving posture, building muscle tone and contributing to overall physical strength and stability.

For those who need additional support, chair yoga provides the same benefits as traditional yoga but with the support of a chair. It is an excellent option for individuals with balance concerns, chronic conditions or mobility limitations. Chair Yoga helps increase strength, flexibility, range of motion and balance while reducing stress.

For another higher-energy option, the center offers kickboxing, also led by Beals. This class incorporates punches and kicks in a structured, aerobic format. Kickboxing helps improve balance, strength and confidence while providing a great way to relieve stress.

Weems also noted that a massage therapist is available at the center on Tuesdays and Thursdays at a discounted price, providing a way for participants to relax and recover after exercise.

Exercise is especially important for older adults, as it helps maintain mobility, prevent falls and support overall health. Strength and balance exercises, like those offered at the senior center, can also help seniors maintain independence and improve their quality of life.

"It's about being able to perform the movements you would need throughout your entire life," concluded Beals. For a full list of fitness classes, visit the community calendar at www.jonesboroughtn.org/town-services/senior-center/.

McKinney Center joins with senior center

By KIMBERLY HARR

kharr@sixriversmedia.com

Everyone has a story to tell, and the McKinney Center wants to hear them.

Listening Days are returning at the Jonesborough Senior Center, giving local residents a chance to share their memories. Stories gathered will be considered for the 2025 season of the StoryTown Radio Show and the next Community Play.

Listening Days will take place in March, June, September and November. The first session is scheduled from 9 a.m. to noon, Tuesday, March 25, at the senior center, 307 E. Main St. Community members can reserve a 30-to-45-minute time slot by calling the McKinney Center at (423) 753-0562 or signing up at the senior center:

"Listening Days has been around for a few years now," said Anne G'Fellers Mason, program manager at the McKinney Center. "It was on pause in 2024, but the McKinney Center and StoryTown are excited to bring it back for 2025. It's a great chance for people in the community to share their stories, and we always enjoy partnering with the senior center."

"Listening Days is back on a quarterly schedule this year," she added.

Story collectors are particularly interested in hearing about experiences with moving to Tennessee, military service, immigration, miscommunication mishaps, cooking memories and more. Some of these stories may be featured in the StoryTown Radio Show between April and July.

"There are so many people who've lived here their whole lives and people who have just moved to the area, so we

are always interested in stories that capture why people choose to be here," Mason said.

Listening Days are an opportunity for participants, especially older generations, to share personal stories that might otherwise go untold.

"Every person is full of so many stories, and it's important to capture those stories and that wisdom before a person is gone, especially stories from veterans," Mason said. "These stories speak to our past and our future. Never think you don't have a story to share because everyone does. Think about a time you were scared or joyful, what moment led to those feelings?"

Past Listening Days have featured a range of topics.

"We work hard to collect stories from area veterans so that we can better understand what they went through and remember their sacrifices," Mason said. "We've also collected stories about paranormal encoun-



CONTRIBUTED/TOWN OF JONESBOROUGH

Listening Days is returning to the McKinney Center and Jonesborough Senior Center, giving local residents a chance to share their memories.

Every person is full of so many stories, and it's important to capture those stories and that wisdom before a person is gone, especially stories from veterans.

— Anne Mason, McKinney Center program manager

ters, stories about farming, and plenty of stories about everyday life. No story is too small or too big."

Story collection requires months of preparation. The StoryTown team relies on trained community members, known as the Story Brigade, to conduct interviews and document stories.

"Members of the Story Brigade help us collect the stories," Mason said. "The McKinney Center offers training in the fall to become a member of the Story Brigade. The Brigade meets monthly to talk about Listening Days and other people in the community whose stories we'd like to collect. It's a great way to get to know your community and prac-

tice the art of conversation and active listening."

Additional Listening Days are scheduled for June 27, Sept. 23, and Nov. 18. Themes for those dates will be announced later. Stories from these sessions may be included in the 2026 Community Play.

The StoryTown Radio Show is a live performance presented in the style of an old-time radio show, featuring true stories from the region alongside performances by local musicians. Each production is recorded and airs on the last Wednesday of the month at 8 p.m. on WETS 89.5 FM. Episodes are later released on podcast platforms including Apple Podcasts, iHeart, and Spotify, as well as online at www.storytown.simple

Utility Manager Monthly Report

February 2025

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

Distribution department installed 20 new service taps and repaired 22 service leaks for the month of February. The distribution department also completed 32 miscellaneous work orders and located 315 TN 811 one calls.

Water Quality Department read 13,686 meters and set 7 new service meters for the month of February. The Water Quality Department cut off 88 meters with 61 of those for nonpayment. The Water Quality Department had a total of 15,078 total actions taken in the month of February. As of February 28th, the Water Quality Department has changed 13,713 meters to the new AMR meter system. The Water Quality Department completed all scheduled flushing for the month of February.

Water Plant processed 76.581 million gallons of water with a daily average of 2.735 million gallons per day in the month of February. 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 31 feet for February and Woodlawn Tank has maintained an average level of 15 feet for February.

Wastewater Department operated under normal conditions for the month of February. Wastewater had one release due to pump & control failure and no overflows in February. The North Cherokee extension is at the 99% completion mark. The APC sewer tap was completed. All industries are within compliance. The WWTP is operating well. The diesel redundancy pump did operate in February. The month of February experienced 11 days of precipitation for a total of 3.07 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For February, this rate was 46%, equating to an average of nearly 385,000 gallons daily.

County water line construction crew has started the Jackson Bridge Rd. project. This project is @ 8,000 feet of 6" DIP waterline. The next project is Taylor Bridge Rd which is projected to begin late spring or early summer. To date the waterline construction crew has installed @ 101,760 feet of 6" DIP.

G.I.S, G.P.S & Inspection at this time we are working on the set up for new G.I.S Manager. Awaiting office, computer and G.I.S equipment.

We had a productive February in Utilities. Transformer replacement at Rock house Pump station was completed by Brightridge on Monday March 3rd in the evening hours. Contract for debris removal at the intake property has been signed and moving forward to set up start date around the first of April. Intake sand removal has presented some issues while dredging, possible problems in the river. Currently in the works to contract dive teams to remove debris and inspect suction lines in the river, at which point any repairs or replacements will be done. Ordered 8 new screens required for Intake plant in river. The cost per unit is \$ 19,300.00 for a total of \$ 154,400.00. A \$ 994,000.00-dollar non-match Grant was awarded via U.S.D.A, to install Generators. We are currently bidding the project out. Bid should be completed and awarded by March 31st. Currently 67 of 144 easements have been signed for the 24" Transmission line install. Awaiting notary licenses for Artie White & Tammy White from the State, in order to help Doyle Dukes with the easement project. The goal is to have the remaining easements signed within 60 days of March 1st. Sewer easements for the "A" Station project are still in negotiations with Sam Mitchell as he owns the largest property in the "A" Station project. Glenn Rosenoff is working with the lawyers on the Cochran easements at this time. Currently working with County Mayor Grandy to secure A.R.P.A funds to build a new 3 million twin tank at Persimmon Ridge, the new tank will be built beside the existing tank to increase capacity, also working with Mayor Grandy to install a 12" water main on State Route 81 Bridge to have an additional connection for that part of the water system. Summer 2025 plans to bid out the Water Treatment Project as well as the 24" Transmission line project. At this time we have no vacant positions with in the Utility, interviews have been held and all positions filled as of March 10th 2025.

Kevin Brobeck

Utility Manager

Town of Jonesborough
Water Quality Department
Monthly Report
FEBUARY 2025

<u>Meters Read:</u>	<u>Meters Cut On:</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
13,686	77	27	37

<u>Meter Maintenance:</u>	<u>Non-Payment :</u>	<u>Customer Inquiries:</u>
	61	53

18 Meters Marked

37 Meters Serviced

306 Locations Entered in Harmony

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Reports & Spreadsheets:</u>
120	36	225

<u>Valve Maintenance:</u>	<u>Water Line Locates:</u>
26 Valves exercised	28

<u>Dispatch & Service Calls:</u>	<u>WQ SET TAPS:</u>
334	7

Total Actions Taken:
15,078



TOWN OF JONESBOROUGH

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

Monthly Report February 2025

Water Distribution

Complaints Total - 4 23 - Total Complaints Last Month

Taps Installed - 20 4- Total Taps Last Month

Tennessee One Call - 315 324 - Total Last Month

This Month there were 315 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board.

Water Leaks Total- 22 40 - Total Last Month

Down Meters Installed Total - 0 0 - Last Month

Meter Box Replaced Total - 2 7 - Total Last Month

Paving Locations - 4 0- Total Last Month

Yard Work Clean Total - 0 2- Total Last Month

1. Yards to sow (200 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement.
3. Taps to be done =8

GPS Project Goals

December 2024: For the month of November 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 short-handed 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 February Town Crew

The Town Crew has concentrated their efforts on repairing any and all leaks that have come in and concentrated on keeping the incoming calls kept up and the taps completed in a timely manner

Upcoming Line Extensions Town Crew

Vines Farm- 800' of 2" plastic line extension- Completed

Drain Lane 350' of 2"

Completed Line Extensions Town Crew

Paynetown Road 300' – Completed

Industrial Park EDA Project 4,000' - Completed

Fire line 6" k-8 school – Completed

Big Wood Road 750' of 6" D.I. - Completed

K-8 School 2" line and water spigots. Completed

Upcoming Line Extensions County Crew

- *Taylor Bridge Road*
 - *Highway 11E Slaughterhouse – 1,000' Completed*
 - *Jackson Bridge In Progress*
-



TOWN OF JONESBOROUGH

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

Wastewater – February 2025 Monthly System Operations Summary

Date: March 10, 2025

Customer Calls:

Total: 4 Resolved: 4

TN811: Taken: 332 Required Action: 132

Sewer Taps:

New: 7 Completed: 4 Pending: 1 Pending Contracted: 181*

* Contracted Taps were added to active records. No CO report for January 2025

Projects Completed:

1. Completed Sewer Extension – Cherry Ridge
2. Installed new Sewer Taps @ Cherry Ridge & Miller Drive
3. Skyline Landing Station placed in operation.
4. Camera Inspections Skyline Landing, 11e @ Bojangles
5. Completed APC (Slaughterhouse) Sewer Tap

Projects Underway:

1. A Station – Easements
2. Paving – Haws, Miller, Parsons Circle, W. College
3. Pump Station Repairs

System Maintenance:

Line Cleaning: 100'	Line Inspections: 1000'	System Repairs: 0
Station Repairs: 3	Station Cleaning: 15	STEP Unit Repairs: 2

Overflows/Releases/Bypasses:

Release – 2/6/25 – Avalon Grove – Pump & Control Failure
Bypass – 2/13/25 – I&I / High Flow

Town of Jonesborough
Environmental Services
Department Monthly Report

February 1, 2025
thru
February 28, 2025

Wastewater Plant: The WWTP is operating well. The Diesel Redundancy Pump did operate in February. The month of February experienced 11 days of precipitation for a total of 3.07 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For February, this rate was 46%, equating to an average of nearly 385,000 gallons daily.

Wastewater Plant Compliance – February 2025

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	6mg/l – 46lb/d	21mg/l – 167lb/d	N
CBOD Weekly	7mg/l – 84lb/d	25mg/l – 208lb/d	N
CBOD Daily	7mg/l – 93%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	1.0mg/l – 6lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	2.2 mg/l – 12lb/d	12mg/l – 100lb/d	N
Ammonia Day.	3 mg/l	16mg/l	N
TSS Monthly	5mg/l – 35lb/d	30mg/l – 250lb/d	N
TSS Weekly	6mg/l – 38lb/d	40mg/l – 304lb/d	N
TSS Daily	9mg/l – 93%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	1.7/100ml	126/100ml	N
E. coli Daily	20/100ml	941/100ml	N
Chlorine	1.6 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	9.4 mg/l	6.0mg/l Minimum	N
pH	7.4su/7.9su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 1/31/25

Sewer Construction/Collection System: One Release occurred during February due to pump and electrical component failures. Numerous sewer taps, site cleanups, and an extension on Cherry Ridge was made during the month of February.

Industrial Pretreatment: All industries are currently compliant with their industrial pretreatment permits. The APC in Telford is progressing and is expected to open in 2025. Local Limits and Sewer Use Ordinance revisions are underway.

NPDES Permit: The WWTP is in full compliance with the NPDES permit. The NPDES permit renewal application was received and approved by TDEC. TDEC has cleared the 30 day review period for the new permit and has indicated it will become effective without change to the preliminary on July 1, 2025.

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

Cobern O. Rasnick
Director of Environmental Services

Work Orders By Type

02/01/2025 to 02/28/2025 as of 3/10/2025
...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	256
WW-Requested Work	1
WW-Corrective	23
WW-Construction Work	1
Total Work Orders:	281

Work Orders By Type

09/01/2017 to 02/28/2025 as of 3/10/2025
...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	75
WW-Requested Work	5
WW-Construction Work	5
Total Work Orders:	85

	Current Month	Previous Month	% Change
Work Orders Generated	309	303	+2%
Percentage of Completion	91%	92%	-1%%
Work Orders Completed	281	280	0%

*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 March 10,2025

For the week of March 10, 2025, the total amount of water processed was 76.581 million gallons for the total gallons produced of February 2025; with a daily average of 2.735 million gallons, a maximum of 2.931 million gallons , and a minimum of 2.386 million gallons.

This is the weekly report for the week of March 3, 2025. As of March 10,2025, The sampling for the last week of January, the PFOS samples results were returned with a report from Pace Labs with acceptable levels, and the testing for the march quarter of THMs and HAA5s were completed on March 6, 2025. Work on Rockhouse pumping station repairs were completed March 3 2025, with Bright Ridge completed the electric transformer replace at the Rockhouse pump station. The state report , the MOR was delivered on March 5,2025.... Zion marine finished 2 weeks of pumping the wet well and the cleaning of deep well on Raw water bldg.. and closed work on March 6, 2025. The water plant budget for 2025 was completed last week. I will continue to interview for the vacant water plant position---still vacant and weekly Bact T samples are due this week. This concludes this report for 3-10 ,2025. R. Jones—Jonesborough Water Plant.



Jackson Theatre- Operations Manager

Monthly Report for February 2025

Staffing:

- We hired one additional host in February, Malaki Bacon. Malaki came highly recommended by both Chris and Nick from the Parks & Recreation Department.
- Continue working with Mike D'Avella, our Technical Director, on contract technical assistance.

Programming:

- We hosted Grammy winning group, Riders in the Sky. We had a sell out show for their performance at the Jackson Theatre on February 8th. For this show, Greg Clark added stage décor, and it really paid off, the theatre looked fantastic! All attendees had a wonderful time and enjoyed the artist meet-and-greet we lined up for after the show.
- We worked with the Department of Tourism and hosted their event, in coordination with the Tennessee Department of Tourism, Tennessee Songwriter's Event at the Jackson Theatre on February 7th.
- Gift certificate sales are still going very well, we have sold nearly \$1,200 in gift certificates.
- Entered all movies and live performances onto the Google calendar, so this will sync up for the town web calendars as well as contain a presence on the weekly Main Street Newsletters. Also entered all movies on our website, thejacksontheatre.com. I am currently training Lori Powell in assisting with this task.
- Lori Powell and I have movies booked for March and April. Here's a list of the movies:
 - Celebrating Women's History Month
 - March 1 at 3 pm Barbie (2023) – Directed by Great Gerwig
 - March 1 at 7 pm Marie Antonette (2006) – Directed by Sofia Coppola
 - March 7 at 8 pm Coal Miner Daughter (1980) – About the life of Lorretta Lynn
 - March 8 a 3pm Steel Magnolias (1989) – Dolly Fest!
 - March 8 at 7 pm 9 -5 (1980) – Dolly Fest!

- Celebrating St. Patrick's Day
 - March 15 at 7 pm The Boondock Saints (1999)
 - March 17 at 7 pm The Quiet Man (1952)
- Sunday Family Fun Day
 - March 2 at 3 pm Mulan
 - March 9 at 3 pm Mary Poppins
 - March 16 at 3 pm Brave
 - March 23 at 3 pm The Secret Garden
 - March 30 at 3 pm The Wizard of Oz
- Monthly Horror
 - March 21 at 7 Alien (1979)
- World Theatre Day
 - Grease (1978) – premiered on Broadway in June 1972
- Western Series
 - March 29 at 3pm Maverick (1994)
 - March 29 at 7 pm Open Range (2003)
- 70's and 80's Classics
 - March 20 at 7 pm Ferris Bueller's Day Off (1986)
 - March 28 at 7 pm The Sting (1973)
- April 3 at 7 PM - ET (1982) *80's Classics Series*
- April 4 at 7 PM - The Lost Boys (1987) *Monthly Horror*
- April 5 at 3 PM - The Searchers (1956) *Western Series*
- April 5 at 7 PM – Unforgiven (1992) *Western Series*
- April 6 at 3 PM – Wicked (2024) *Family Series*
- April 10 at 7PM - The Legend of Baggar Vance (2000) *Celebrating the Masters Tournament*
- April 11 at 7PM - The Secret Life of Pets (2016) *Celebrating National Pet Day*
- April 13 at 3 PM – The Lorax (2012) *Family Series – Celebrating Earth Day April 22nd*
- April 15 at 7 PM – Titanic (1997) – *Titanic Day!*
- April 17 at 7 PM – Easter Parade (1948) *Celebrating Easter*
- April 19 at 3 PM – The Peter Rabbit (2018) *Family Series – Celebrating Easter*
- April 19 at 7:30 PM at Lincoln Park – Hop (2011) *Family Series – Celebrating Easter*
- April 25 at 7 PM – Night of the Living Dead (1968) *Monthly Horror*
- April 27 at 3 PM – A Bug's Life (1998) *Family Series – Celebrating Earth Day April 22nd*
- April 29 at 7 PM – The Untouchables (1987) *80's Classics Series*

- Continue to work on music programming, which we have now completed through June 2025.
 - March 14th- Jenny and the Weazels
 - March 22nd- Rob Ickes & Trey Hensley- SOLD OUT!
 - April 22nd and 23rd- Donald Davis Storytelling Concerts (collaboration with Department of Tourism)
 - April 26th- Steep Canyon Rangers
 - May 3rd- Vincent Neil Emerson
 - May 10th- Jessica Styles Bluegrass Band
 - May 25th- The Bellamy Brothers
 - June 14th- Dom Flemons
 - June 21st- Colby T. Helms and the Virginia Creepers
- Working with JBO Parks & Recreation on a sponsored movie at Lincoln Park in April.

Rentals/User Group Agreements:

- Worked with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson on February 7th.
- Confirmed for March 31st- Rental and ticketed concert with the Johnson City Jazz Festival at the Jackson Theatre.
- Confirmed for March 28th- Rental with The James Agee Film Project to showcase Ross Spears (native of Johnson City, premier documentarian of his generation) to show "The Truth About Trees" in our theatre.
- Confirmed a rental to start in August, it will run each Sunday for one year, to a local church.

Marketing:

- I continue to work with Jessica Sanders, contract employee, on all social media posts, posters, table tent graphics, press releases and graphics.
- Completed a Good Neighbor Podcast to promote the Jackson Theatre and our upcoming events.
- Coordinated and attended a marketing team meeting with TOJ Marketing Department, Lori Powell and Jessica Sanders. We will now be having monthly marketing meetings.
- Continue to work with Mitchell Calvin on needed web updates.

Building Info:

- I continue to work on interior signage and concessions menu with Foster's Signs.
- Met with Lori Powell and Glenn Rosenoff on cleaning companies for weekly/monthly cleaning of all four floors of our theatre.

- Met with Mike D'Avella to discuss needed security system quotes and needs for the theatre.

Additional Info:

- Participated as a stop, plus hosted three other Jonesborough businesses in Stage Door, during JAMSA's Chocolate Fest in Jonesborough. We also participated in the ice sculpture walk with our very own Jackson Theatre ice sculpture shaped like our marquee.
- We started implementing weekly staff meetings (with Lori, Mike and Greg) as well as monthly host meetings with all Jackson Theatre staff.
- I attended the February supervisor's meeting held at the McKinney Center.
- I attended a meeting with event planning staff to discuss Easter Eggstravaganza for 2025.
- Completed all budget requests for 2025-2026 including one workshop with Glenn and Janet.
- I participated in two Community Engagement Committee meetings to discuss upcoming changes and how to coordinate each department's efforts.
- I attended a meeting with another Jonesborough business, Sister Bee Bakery (located in the May House) to discuss their involvement as a potential vendor during special Jackson Theatre events.
- Submitted needed financial reports to Gina Larkins for ThunderTix sales and payouts.

2024/2025 Jackson Theatre Profit & Losses

November 2024:

True Grit (movie): (Loss of \$100.69)

Expenses

\$545.00- cost of the license for two shows

Revenues

\$213.20 after ticketing fee for all tickets for two shows (total of 32 sold seats)

\$231.11 in concessions/merch during two shows

FreeBirds (movie): (Profit of \$115.85)

Expenses

\$545.00- cost of the license for two shows

Revenues

\$346.55 after ticketing fee for all tickets for two shows (total of 53 sold seats)

\$314.30 in concessions/merch during two shows

Planes, Trains and Automobiles (movie): (Profit of \$352.35)

Expenses

\$365.00- cost of the license for one show

Revenues

\$469.75 after ticketing fee for all tickets to one show (total of 63 sold seats)

\$247.60 in concessions/merch during the one show

Dr. Seuss' How the Grinch Stole Christmas (movie): (Profit of \$1,863.00)

Expenses

\$365.00- cost of the license for two shows on one day

\$42.50- overage on tickets

Revenues

\$1,174.90 after ticketing fee for all tickets for two shows (total of 163 sold seats)

\$745.60 in concessions/merch during two shows

Sponsor for \$350.00

December 2024:

It's A Wonderful Life (movie): (Profit of \$1,131.37)

Expenses

\$365.00- cost of the license for one show

\$19.00- overage on tickets

Revenues

\$753.30 after ticketing fee for all tickets to one show (total of 98 sold seats)

\$412.07 in concessions/merch during one show

Sponsor for \$350.00

The Polar Express/Rental for Chuckey Depot (rental): (Profit of \$1,917.38)

No expenses due to the rental paying the license

Revenues

\$350 in rental fees

\$544 in preservation fees through ticketing

\$1,023.38 in concessions/merch during one show

Miracle on 34th Street (movie): (Profit of \$596.14)

Expenses

\$450.00- cost of the license for two shows

Revenues

\$142.55 in concessions/merch for 12/8 show

\$117.90 in concessions/merch for 12/21 show

\$435.69 after ticketing fee for two shows (total of 65 sold seats)

Sponsor for \$350.00

Gremlins (movie): (Profit of \$380.66)

Expenses

\$365.00- cost of the license for one show

Revenue

\$166.35 after ticketing fee for all tickets to one show (total of 21 sold seats)

\$229.31 in concessions/merch during one show

Sponsor for \$350.00

Die Hard (movie): (Profit of \$1,537.25)

Expenses

\$450.00- cost of the license for two shows

Revenue

\$337.11 in concessions/merch during first show 12/13

\$350.87 for concessions/merch during second show 12/17

\$985.27 after ticketing fee for the first show (total of 125 sold seats)

Sponsor for \$350.00

Elf (movie): (Profit of \$2,041.73)

Expenses

\$545.00- cost of the license for two shows

Revenues

\$1,323.05 after ticketing fee for all tickets to two shows (183 sold seats)

\$913.68 in concessions/merch during two shows

Sponsor for \$350.00

Mickey's Christmas Carol (movie): (Profit of \$563.79)

No expenses due to sponsorship by JBO Parks & Rec Department

Revenues:

\$563.79 in concessions/merch during the one show

Tickets were free, so there was no revenue from ticket sales

1st month of sales in merch/concessions was \$6,410.72 (November 16-December 16)

*this includes any merch sold during our Box Office hours of 11am-2pm, Tuesday-Saturday

Home Alone (movie): (Profit of \$2,213.55)

Expenses

\$450- cost of the license for two shows

Revenue

\$366.40 for concessions/merch during first show 12/19

\$577.51 for concessions/merch during second show 12/22

\$1,369.64 after ticketing fee for two shows (total of 211 sold seats)

Sponsor for \$350.00

National Lampoon's Christmas Vacation (movie): (Profit of \$1,698.34)

Expenses

\$545.00- cost of license for two shows

Revenue

\$288.75 for concessions/merch during first show 12/20

\$318.00 for concessions/merch during second show 12/21

\$1,286.59 after ticketing fee for two shows (total of 168 sold seats)

Sponsor for \$350.00

White Christmas Sing-A-Long (movie): (Profit of \$2,409.55)

Expenses

\$365.00- cost of the license for one show

\$535.00- cost of overage from attendees to the licensed attendance

Revenue

\$1,653.63 after ticketing fee for one show (total of 225 sold seats)

\$1,305.92 for concessions/merch

Sponsor for \$350.00

Amythyst Kiah (concert): (Profit of \$3,670.20)

Expenses

\$3,000- cost to book show

\$390- marketing

\$125- lodging for one person

\$203.16- Green Room Expenses

\$130- dinner

Revenue

\$7,092.90 after ticketing fee for one concert

\$430.46 in concessions/merch for concert

Shane (movie): (Loss of \$113.67)

Expenses

\$365- cost of the license for one show

Revenue

\$169.10 after ticketing fee for one show

\$82.23 in concessions/merch

January 2025:

Frozen (movie): (Profit of \$691.45)

Expenses

\$545- cost of the license for two dates of shows

Revenue

\$517.30 after ticketing fee for two shows

\$369.15 in concessions/merch for two shows

Sponsor for \$350

Viva Las Vegas (movie): (Loss of \$140.11)

Expenses

\$185- cost of the license for one show

Revenue

\$8.35 after ticketing fee for one show

\$36.54 in concessions/merch for one show

Jailhouse Rock (movie): (Loss of \$137.50)

Expenses

\$185- cost of the license for one show

Revenues

\$27.40 after ticketing fee for one show

\$20.10 in concessions/merch for one show

Kevin Spears "KalimbaMan" (concert): (Profit of \$865.35)

Expenses

\$2,200 artist cost to book the show

\$101.98 marketing costs

Revenue

\$1,009.30 after ticketing fee for concert (54 sold seats)

\$158.03 in concessions/merch

Sponsor of \$2,000 from Historic Jonesborough Arts Foundation

Rental- Jennifer Wolfe (Birthday Party): (Profit of \$1,067.34)

Revenue

\$700- Rental Fee

\$367.34 in concessions/merch

The LEGO Batman Movie (movie): (Loss of \$34.93)

Expenses

\$185- cost of the license for one show (10 sold seats)

Revenue

\$71.50 after ticketing fee for one show

\$78.57 in concessions/merch

Batman (movie): (Profit of \$84.07)

Expenses

\$185- cost of the license for one show

Revenue

\$132.95 after ticketing fee for one show (17 sold seats)

\$136.12 in concessions/merch

Iron Man (movie): (Loss of \$115.48)

Expenses

\$185- cost of the license for one show

Revenues

\$41.75 after ticketing fee for one show (5 sold seats)

\$27.77 in concessions/merch

The Shining (movie): (Profit of \$115.99)

Expenses

\$185- cost of the license for one show

Revenues

\$158.65 after ticketing fee for one show (19 sold seats)

\$142.34 in concessions/merch

She Wore A Yellow Ribbon (movie): (Loss of \$120.00)

Expenses

\$185- cost of the license for one show

Revenues

\$32.10 after ticketing fee for one show (6 sold seats)

\$32.90 in concessions/merch

Tombstone (movie): (Profit of \$364.22)

Expenses

\$185- cost of the license for one show

Revenue

\$324.10 after ticketing fee for one show (42 sold seats)

\$225.12 in concessions/merch

Rental- StoryTown Radio Show (season kick-off & reception) (Profit of \$882.53)

Revenue

\$500 for rental fee

\$382.53 in concessions/merch

Little Women (movie): (Profit of \$94.89)

Expenses

\$185- cost of the license for one show

Revenue

\$200.40 after ticketing fee for one show (24 sold seats)

\$79.49 in concessions/merch

Groundhog Day (movie): (Profit of \$300.38)

Expenses

\$185- cost of the license for two shows

Revenue

\$322.75 after ticketing fee for two shows (41 sold seats)

\$162.63 in concessions/merch

Chronicles of Narnia: The Lion, the Witch and the Wardrobe (movie): (Profit of \$44.20)

Expenses

\$185- cost of the license for one show

Revenue

\$157.02 after ticketing fee for one show (23 sold seats)

\$72.18 in concessions/merch

Rental- 2025 TN Songwriter's Week Qualifying Round: (Profit of \$724.67)

Revenue

\$350 Rental fee for user group rental

\$374.67 in concessions/merch

Riders in the Sky (concert): (Profit of \$1,841.02)

Expenses

\$7,500 to book band

\$94.98 green rooms needs

\$396 lodging at Historic Eureka Inn

\$147.06 marketing on social media

\$127.18 dinner for the band from The Kitchen

\$409 bartender/drink purchase

Revenue

\$1,500 sponsorship from Champion Chevrolet

\$8,490 in tickets/donations after ticketing fee (232 sold seats)

\$525.24 in concessions/merch

Hidden Figures (movie): (Profit of \$15.46)

Expenses

\$185- cost of the license for one show

Revenue

\$89.90 after ticketing fee for one show (14 sold seats)

\$110.56 in concessions/merch

Willy Wonks and the Chocolate Factory (movie): (Profit of \$577.42) *we were open for chocolate fest, selling concessions the entire day

Expenses

\$185 cost of the license for one show

Revenue

\$352.15 after ticketing fee for one show (49 sold seats)

\$410.27 in concessions/merch

Charlie and the Chocolate Factory (movie): (Profit of \$496.44) *we were open for chocolate fest, selling concessions the entire day

Expenses

\$185 cost of the license for one show

Revenues

\$231.85 after ticketing fee for one show (31 sold seats)

\$449.59 in concessions/merch

When Harry Met Sally...(movie): (Profit of \$290.37)

Expenses

\$185 cost of the license for one show

Revenues

\$320.05 after ticketing fee for one show (plus donation) (39 sold seats)

\$155.32 in concessions/merch

Dirty Dancing (movie): (Profit of \$507.48)

Expenses

\$185 cost of the license for one show

Revenues

\$480.51 after ticketing fee for one show (plus donation) (65 sold seats)

\$211.97 in concessions/merch

Sleepless in Seattle (movie): (Profit of \$43.88)

Expenses

\$185 cost of the license for one show

Revenue

\$132.95 after ticketing fee for one show (17 sold seats)

\$95.93 in concessions/merch

Lincoln (movie): (Profit \$82.61)

Expenses

\$185 cost of the license for one show

Revenue

\$149.40 after ticketing fee for one show (24 sold seats)

\$118.21 in concessions/merch

Fences (movie): (Loss of \$110.38)

Expenses

\$185 cost of the license for one show

Revenue

\$44.10 after ticketing fee for one show (6 sold seats)

\$30.52 in concessions/merch

Buck and the Preacher (movie): (Loss of \$87.39)

Expenses

\$185 cost of the license for one show

Revenue

\$60.15 after ticketing fee for one show (9 sold seats)

\$37.46 in concessions/merch

Ice Age (movie): (Profit of \$113.03)

Expenses

\$185 cost of the license for one show

Revenue

\$208.47 after ticketing fee for one show (30 sold seats)

\$89.56 in concessions/merch

The Thing (movie): (Profit of \$180.83)

Expenses

\$185 cost of the license for one show

Revenue

\$244.85 after ticketing fee for one show (31 sold seats)

\$120.98 in concessions/merch

A League of Their Own (movie): (Loss of \$1.15)

Expenses

\$185 cost of the license for one show

Revenue

\$132.15 after ticketing fee for one show plus donations (15 sold seats)

\$51.70 in concessions/merch

Barbie (movie): (Loss of \$.88)

Expenses

\$185 cost of the license for one show

Revenue

\$88.20 after ticketing fee for one show (12 sold seats)

\$95.92 in concessions/merch

Notes

We partnered up with Sister Bee Bakery from across the street to have them set up to sell cupcakes and specialty dessert items during check-in for the movie.

Marie Antoinette (movie): (\$20.97)

Expenses

\$185 cost of the license for one show

Revenues

\$91.85 after ticketing fee for one show (11 sold seats)

\$72.18 in concessions/merch

Notes

We partnered up with Sister Bee Bakery from across the street to have them set up to sell cupcakes and specialty dessert items during check-in for the movie.

Mulan (movie): (Loss of \$73.17)

Expenses

\$185 cost of the license for one show

Revenues

\$79.85 after ticketing fee for one show (11 sold seats)

\$31.98 in concessions/merch

****To date (3/5/25)- our ThunderTix online donation campaign has raised \$1,152.00. We have also sold \$1,176 in gift certificates, \$200 has been redeemed.**

Date: 3/10/25
 To: Amber Crumley
 From: Lori Powell
 Re: Assistant Operations Manager Report – period 2/4 through 3/10/25

- **Marketing:** Designed and sent a Constant Contact email to our list of 301 contacts on 2/19 with live shows and movies schedule. As of today, we have 325 contacts on our email mailing list. Redesigned our handout flyer for movies and live music shows. Continuing to distribute flyers to theatre guests and area businesses/restaurants.

JACKSON THEATRE BOX OFFICE
 HOURS TUESDAY - SATURDAY
 11 AM - 2 PM AND
 1 HOUR PRIOR TO SHOW



121 W. MAIN STREET
 JONESBOROUGH, TN 37659
 423.788.4909
 THEJACKSONTHEATRE.COM

LIVE MUSIC

On the Ballad
 Health Stage

Mar. 14 at 8 pm Jenny and the Weazels
 Mar. 22 at 8 pm Rob Ickes & Trey Hensley **SOLD OUT**
 Mar. 31 at 7:00 pm Johnson City Jazz Ensemble
 Apr. 22/23 at 7:30 pm Donald Davis Storytelling Concert
 Apr. 26 at 8 pm Steep Canyon Rangers
 May 3 at 8 pm Vincent Neil Emerson
 May 10 at 8 pm Bailey George & Jessica Stiles
 May 25 at 8 pm The Bellamy Brothers

FEATURED MOVIES

3/7/25 7 PM	COAL MINER'S DAUGHTER (1980) CELEBRATING WOMEN'S HISTORY MONTH
3/8/25 3 PM	MAVERICK (1994) WESTERN SERIES
3/8/25 7 PM	OPEN RANGE (2003) WESTERN SERIES
3/9/25 3 PM	MARY POPPINS (1964) FAMILY SERIES
3/15/25 7 PM	BOONDOCK SAINTS (1999) CELEBRATING ST. PATRICK'S DAY
3/16/25 3 PM	BRAVE (2012) FAMILY SERIES
3/17/25 7 PM	THE QUIET MAN (1952) CELEBRATING ST. PATRICK'S DAY
3/20/25 7 PM	FERRIS BUELLER'S DAY OFF (1986) 70'S AND 80'S CLASSICS
3/21/25 7 PM	ALIEN (1979) MONTHLY HORROR
3/23/25 3 PM	THE SECRET GARDEN (1993) FAMILY SERIES
3/27/25 7 PM	GREASE (1978) SING-A-LONG CELEBRATING WORLD THEATRE DAY <i>Premiered on Broadway June 1972</i>
3/28/25 7 PM	THE STING (1973) 70'S AND 80'S CLASSICS
3/29/25 3 PM	STEEL MAGNOLIAS (1989) CELEBRATING WOMEN'S HISTORY MONTH
3/29/25 7 PM	9 TO 5 (1980) CELEBRATING WOMEN'S HISTORY MONTH
3/30/25 3 PM	WIZARD OF OZ (1939) FAMILY SERIES <i>Character Meet and Greet</i>
4/3/25 7 PM	E.T. THE EXTRA-TERRESTRIAL (1982) 70'S AND 80'S CLASSICS
4/4/25 7 PM	THE LOST BOYS (1987) MONTHLY HORROR
4/5/25 3 PM	THE SEARCHERS (1956) WESTERN SERIES
4/5/25 7 PM	UNFORGIVEN (1992) WESTERN SERIES
4/6/25 3 PM	WICKED (2024) FAMILY SERIES
4/10/25 7 PM	THE LEGEND OF BADGER VANCE (2000) CELEBRATING THE MASTERS TOURNAMENT
4/11/25 7 PM	THE SECRET LIFE OF PETS (2016) CELEBRATING NATIONAL PET DAY
4/13/25 3 PM	DR. SEUSS' THE LORAX (2012) FAMILY SERIES - CELEBRATING EARTH DAY
4/15/25 7 PM	TITANIC (1997) TITANIC DAY
4/17/25 7 PM	EASTER PARADE (1948) CELEBRATING EASTER
4/19/25 3 PM	PETER RABBIT (2018) FAMILY SERIES - CELEBRATING EASTER
4/19/25 7:30 PM	HOP (2011) AT LINCOLN PARK - THIS IS A FREE EVENT SPONSORED BY THE JACKSON THEATRE
4/25/25 7 PM	NIGHT OF THE LIVING DEAD (1968) MONTHLY HORROR
4/27/25 3 PM	A BUG'S LIFE (1998) FAMILY SERIES - CELEBRATING EARTH DAY
4/29/25 7 PM	THE UNTOUCHABLES (1987) 70'S AND 80'S CLASSICS



- **Volunteer coordination;** Follow up emailing and recruiting, we currently have 40 people signed up on our volunteer list. Sign up for events here: [VOLUNTEER SIGN UP FOR JACKSON THEATRE SHOWS.xlsx](#) Sign up to screen movies: [Movie Screening Sign-ups.xlsx](#)
- **Meetings and Planning:** Attended staff planning meetings to discuss programing and facility 2/27 & 3/7. Meeting with Amber to select April films 2/28. Conducted first Host dinner meeting on 2/26. Attended Marketing meeting 2/28, Attended JAMSA monthly meeting on 2/26, Commercial cleaning discussion meeting w/ Amber & Glenn 2/27, Merchandise meeting Boomtoom and Campus Chalet 2/25 & 3/5. Attend programming meeting w/Amber and community members 2/5, 2/24, 3/4 and 3/5 (various topics discussed discussing local home bakery selling treats prior to shows, local talent event, Storytelling Festival, book signing)

- **Total visitor counts for February: 2,542** (which includes 1,644 during Chocolate Fest 2 days)
- Tickets sales for February events

EVENT	TIX SOLD
Rider in the Sky 2/8	232
TN Songwriters (Tourism Event) 2/7	162
Black History: Hidden Figures 2/9/Fences 2/21	20
Horror: The Thing 2/27	31
Western Series: -Buck & The Preacher 2/22, Maverick & Open Range 3/8	37
Choc Fest Movies: Willy Wonka 2/14, Charlie & Choc Factory 2/15 (3 films)	80
Valentine's Day Movies: When Harry Met Sally 2/15, Dirty Dancing 2/16, Sleepless in Seattle 2/16 (3 films)	121
Lincoln 2/17	24
Women's History: A League of Their Own 2/28, Barbie & Marie Antoinette 3/1, Coal Miner Daughter (4 films)	63
Family Series: Ice Age 2/23, Mulan 3/2. Mary Poppins 3/9	72

- **Day to Day operations:**
 - Created March Host work schedule, working with Greg on training him to take over some of the scheduling and concession ordering. Training of our 5th host, Malaki Bacon who started on 2/22/25.
 - Concession/Merch deposit reporting: February's concession and merchandise gross sales are \$3,079.81
 - Continue to order supplies and concessions items and pick them up from Town Hall. Weekly trips to the bank for change for concession/box office.
 - Worked events- front of house/box office 2/7, 2/8, 2/21, 2/22, 2/23, worked Friday 2/14 Chocolate Fest.
 - Silent Auction donations, I put together a Jackson Theatre tin loaded with free movie voucher, candies and Jackson sticker, magnet & postcard - created and dropped off for Paw in Blue Fundraiser. In the queue for this week: MOTS, McKinney Center, Market & Mingle, Isaiah House (Greeneville)
 - Created code/vouchers/mailed for Budd Trivia giveaways
 - Trained with Amber to put movies on ThunderTix, Google Calendar and Website – completed 9 movies postings on 3 platforms.
 - Commercial cleaners started March 3, they will be here Monday/Thursdays 8am to noon for public areas and once a month for non-public areas. The Hosts will continue to do light cleaning during their shifts.



Cameo Waters

Director of Tourism & Main Street

February 2025 Monthly Report

Updates and Projects

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

Main Street and Downtown

Met with Myra from Buzzed Wings to discuss how we can help them and some ideas they want to offer to merchants.

Met with Deb from the Corner Cup to discuss how we can help with the transition with new leadership and a new name. I am helping her with social posts, branding and a story to help make it a smooth change.

Began working on a tax workshop for small businesses that will be held on Tuesday, March 25 from 6– 8 PM at the Visitor Center. Our guest speaker for the workshop will be Mathew Hale with Salt of the Earth Firm, where he will share helpful tips and best practices, deductions you may not be aware of, and time to ask questions regarding filing your business taxes.

Tourism

Attended legislative visits in Nashville with NETTA and we spoke about the below items:

Occupancy Tax Records: SB0629/HB0627: Extends the period, from three years to four years, that a taxpayer of the accommodation tax to a metropolitan government is required to keep the records used to determine the amount of the tax. This is a caption bill

Hotel Motel Tax: SB0384/HB0405: Requires a hotel operator to remit the hotel tax to the municipality rather than issuing a credit or refund to a person who has maintained occupancy for 30 continuous days. Requires the hotel operator to cease collecting the tax from the person for the remainder of their stay in the operator's hotel.

Governor's Proposed Budget for TN Tourism: We pushed for this as well as there is a chance it would create more funding for individual DMO's.

Continuing to work on the short-term rental workshop in conjunction with the State and NETTA. The program includes an opportunity for participants to learn more about vacation rental markets, laws and regulations, customer service, proper cleaning guidelines, as well as how to get started with rentals and enhance current properties. The workshop will also offer a question-and-answer session with local short term rental experts from the area, and an opportunity to hear from local tourism and hospitality-related entities.

Marketing

The marketing focus for the month was Chocolate Fest, Songwriters, Jackson events, and Parks and Rec. but then began focusing a bit more on St. Paddy's towards the end of the month.

We are continuing work with Advance Travel to release general/spring focused campaigns driving traffic to our website and social media platforms.

Met with Jessica (part-time marketing for the Jackson) and created a more detailed marketing plan moving forward to ensure we are on top of all events at the Theatre.

Events

We hosted the TN Songwriters event at the Jackson on February 7. We had a full house but did not completely sell out, but our goal was to just fill half of the theatre. This event is in partnership with the Tennessee Department of Tourist Development, to celebrate Tennessee Songwriters Week. There will be 22 singer/songwriters who performed and 4 went on to play at the showcase event. We have already inquired about hosting the showcase event at the Jackson in 2026 or 2027.

I was very involved in JAMSA's chocolate Fest event that took place Feb. 13-14.

The St Paddy's Festival has taken up most of my time along with working on the Easter event, MOTS, and Jonesborough Days planning.



TOWN OF JONESBOROUGH

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

Street Department

Monthly Report

February 2025

Even with the usual cold, wet and sometimes snowy weather, the month of February did provide several opportunities to further some ongoing construction projects for the Street Department. Forces continued work on several projects during the month, including backfill and seeding/straw work on the First Frontier sidewalk project and repair of the 'laydown yard' utilized during the sidewalk project. Forces performed several large and small asphalt patching operations and repairs, including milling and repairing several raveling areas on New Hope Road at the intersection w/W. Jackson Boulevard. Forces assisted JPD in preparing a graded area on the north side of the JPD/JFD training facility so their contractor could access that end of the building for cleaning and painting. Forces primary work for the month consisted of preliminary prep/work on the new Street Dept/Solid Waste Dept office and shop facility on Britt Drive. Forces had several inclement weather days during the month that required snow removal equipment be employed and pressed into service.

Forces used top soil to backfill areas behind/beyond newly placed concrete sidewalks on E. Main Street. Forces worked to repair some areas beyond the scope of the sidewalk contractor's responsibility on the First Frontier sidewalk project. Forces mined, hauled and placed fill dirt, then top soil on the corner of Headtown Road and E. Main Street, to correct a section of large drop off adjacent to the newly placed sidewalk. The grading of the new sidewalk was such that a steep drop off was the result. Since the drop off area posed a hazard for pedestrians that might vary from the trail, and since the homeowner could not easily maintain the area, Forces placed and graded dirt to much improve the slope in those areas. Forces would then place grass seed and straw in the areas to prevent erosion and to control the sediment.

Forces used hot mix asphalt on the warmer days to do repairs to roadways damaged by freeze/thaw cycles and winter weather. Forces repaired a multitude of potholes, as well as making some larger repairs such as the edge of pavement extension for a section of Headtown Road, and Persimmon Ridge Road also. Forces patched Depot Street, Bowman Avenue, Washington Drive and Woodrow Avenue. While in asphalt mode, Forces placed three driveway aprons leading to residences on N. Cherokee Street near the new K-8 School. The driveway apron plan was implemented to hopefully keep driveway gravel from entering the driving lanes on town streets. Forces also embarked on a large asphalt patching project that would require a good bit of time and effort, as well as traffic

control. Forces rented a milling machine to mill raveling asphalt on New Hope Road at the intersection with W. Jackson Boulevard. This area, suffering severe raveling/potholes, is in a very dangerous and heavily traveled intersection. Careful planning, traffic control and quick work was the order for the project. Forces precut the milling joints, milled the area, loaded up the millings and removed from the site. Forces then came back the next day, swept clean the area and placed and rolled hot mix asphalt into place. Forces provided all necessary traffic control and flagging operations at the busy intersection.

Forces primary project of the month was to 'rough in' for a concrete slab pour at the new Street/Solid Waste facility. Forces laid out the area to ascertain where best to run all the underground utilities necessary for the operation of the future offices and shop. Forces coordinated w/all utility entities involved to gain their input and expertise. Forces excavated areas for all electrical utilities, the new water line, some of the sewer line installations and the stormwater drainage lines. Forces then placed conduits for the electrician, the water and sewer departments. Forces also excavated and placed three drainage boxes and drainage piping (floor drains in shop area and mud room). Forces placed the proper stone and compacted the stone base. Forces would continue to work with Water, Sewer and Electrical entities on the project hopefully to insure all utilities would be installed in the correct locations before the concrete slab pour. Forces shot grade and pre-graded the stone base in an effort to insure proper compaction and depth of the stone base as a courtesy to the concrete contractor.

Forces used equipment to assist JPD/JFD in preparing a flat graded, compacted area on the north end of the newly revamped training center at Persimmon Ridge Park. Forces removed several scrub trees and vegetation to gain access to the area. Forces used equipment to grade the area so a contractor and man lift could gain access to the entire outside of the building, to clean and then repaint the facility. Forces brought in red clay fill dirt to bring the grade up, then compacted the area. Forces then hauled in stone to create a flat compacted surface that equipment could operate from. Forces repaired some serious erosion issues while on site. Forces trimmed offending trees/vegetation in the parking area, then swept the parking lot, cleaned the curb lines and gave the area a much tidier appearance.

Forces also dealt with the inevitable ice and snow events during the harsh winter month. Forces used equipment to remove snow and ice. Much of the equipment having been purchased and prepared last budget cycle, performed very well overall. Street Forces are thankful and appreciative to leadership and to the Board for their committed stance on provided town forces the tools they need to accomplish each task safely and efficiently.

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



TOWN OF JONESBOROUGH

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

Street Department – 1320 –February 2025 Daily Work Record (DWR)

2/3/25

1. Butch and Dino went to East-Tenn Rentals to get a mini excavator for Parks and Rec.
2. The crew hauled 7 loads of topsoil from Distribution to N Cherokee to backfill a sidewalk.
3. The crew spread topsoil around sidewalk and prepped for seed and straw.
4. The crew painted traffic lines at Lowes entrance and painted the curb.

2/4/25

1. Butch went to the County asphalt plant to get 10 tons of asphalt.
2. The crew dug out the driveway aprons on N Cherokee and paved back (5).
3. Patched a large hole on the fast lane at 11E and Ben Gamble Rd.
4. Patched Hole at College Street and Washington.
5. Patched shoulder of road at Boones Creek Road .
6. Patched bridge header on Main Street near roundabout.
7. Patched holes on Depot Street.
8. Patched holes on Woodrow Street.

2/5/25

1. Butch went to East-Tenn Rentals to get T-66 Bobcat with asphalt plainer for New Hope Road.
2. Ground asphalt at New Hope Road and Jackson Blvd.
3. James went to old shop to get skid steer with broom attachment.
4. Hauled off spoil from New Hope and took to the police firing range.
5. Took the T-66 with plainer back to East-Tenn Rental.
6. The crew picked up the skid steer with broom and took it back to the old shop.
7. The crew picked up the traffic control.

2/6/25

1. The crew had SDS Training at the police training center.
2. The crew trimmed trees at the Police Training Center.
3. The crew gathered the skid steer to take to the Police Training Center for grade work.
4. The crew hauled 5 loads of red clay to the training center for backfill.
5. The crew hauled 1 load of crush and run to training center.
6. The crew rolled and compacted stone around the training center building.
7. The crew rolled and compacted stone for a pad at the green house for Parks and Rec.

2/7/25

1. The crew hauled 2 loads of asphalt from Pave Well (Blountville) to New Hope Road.
2. Put down asphalt and rolled in on New Hope Road.
3. Patched a water cut in road at Sweet Grass at the walking trail.
4. Patched 3 pot holes on High Street and tamped by hand.
5. Cleaned out the dump truck with left over asphalt at the old shop and graded in sink hole.
6. Picked up traffic control at New Hope Road and Jackson Blvd.
7. Moved all equipment used for paving back to the old shop.
- 8.

2/10/25

1. Seeded and strawed behind sidewalk on N Cherokee .
2. To Co-OP for 15 bales of straw for N Cherokee.
3. Unloaded green 4 door truck and cleaned out bed.
4. Went to Ferguson for 2 drain boxes ,2 grills for the new building.
5. Marked out where drains are going in new building.
6. Unloaded green truck with materials we got from Ferguson.

2/11/25

1. Cleaned out storm drains from major rain event.
2. Picked up junk on Brett with knuckle boom.
3. Marked out where new offices are going in new the building.
4. Emptied out salt in the International and washed truck.
5. 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 at the 4 facility is functioning as designed.

6. *Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.*
- 7.

2/12/25

1. *Picked up mailbox and post for 110 Carriage Lane.*
2. *To Lowes to get bolts for mailbox on Carriage Lane.*
3. *Dug out and set 2 drain boxes at the new shop.*
4. *Put in 2 joints of 6" pvc pipe between drain boxes at the new shop.*
5. *Put up new posts at the recycle site and hung new sign.*
6. *Installed new mailbox at 110 Carriage Lane.*
7. *Cleaned storm drains for all day rain event.*

2/13/25

1. *Cleaned storm drains from the rain event.*
2. *Cemented drain pipe in boxes at the new shop.*
3. *Backfilled around the boxes with pug stone and compacted.*
4. *Installed drain pipe to outside of the new shop to existing storm drain.*
5. *Swept the downtown area with the Vac truck and cleaned curb line.*
6. *Piled up broken limbs on Old State Rout 34 and picked up with Knuckle boom.*
7. *Took 10 cones to downtown for the food truck.*
8. *Took the police golf cart to the visitor center for the weekend.*
9. *Patched pothole in front of Town Hall.*

2/14/25

1. *Salted ice spots on Skyline Drive, Tavern Hill by the church.*
2. *Cleaned up rock and dirt debris on Fox Street.*
3. *Dug out for the drain box in the mud room at the new shop.*
4. *Cleaned up leaves in ditch at February Hill and took debris to the brush yard.*
5. *Straightened the stop sign at Depot Street and Patton dr.*

2/17/25

Holiday Off

2/18/25

1. *The crew put the arrow board out on Jackson Blvd, for tree trimming crew.*
2. *The crew installed signage out on Jackson Blvd. for the tree trimming crew.*

3. *The crew picked up bags of debris from Wet Lands and put in the roll off container.*
4. *The crew picked up brush on Jackson Blvd. and took debris to the brush yard.*
5. *Boosted the battery on the backhoe Fleet Maintenance and drove it to the salt reservoir.*
6. *The crew performed preventive maintenance on all the snowplow trucks.*

2/19/25

1. The crew plowed snow and salted the roads throughout the Town for the snow event.
2. The crew moved furniture out of Town Hall and stored it in the semi-trailer at Fleet Maintenance.
3. The crew cleaned up the rest of the debris at Wet Lands Park and took it to the roll off at the old shop.
4. The crew cleaned up the scrap metal from Wet Lands and took it to the roll off trailer at the old shop.
5. The crew emptied out all of the salt from the plow trucks.

2/20/25

1. The crew plowed snow and salted roadways throughout the Town.
2. The crew cleaned the salt out of all the trucks.

2/21/25

1. The crew painted Janets new office upstairs at Town Hall.
2. The crew picked up 4" pipe from Water Distribution and took the the new shop.
3. The crew excavated a ditch in the Street Department new shop and installed 3 joints of 4" casing for water.
4. Butch went to Lowes to get a schedule 40 pvc bend for the casing at the new building.

2/24/25

1. The crew picked up expired skunk W Jackson Blvd.
2. The crew picked up an expired cat near the Dairy Bar.
3. The crew took down the cross-walk signs at the old Elementary School.
4. The crew picked up trash at the Storytime Apartments
5. The crew put in electrical conduit at the new Street Department Shop.
6. Butch went to Lowes to get 8 bags of cold patch asphalt.

7. The crew patched a hole on Headtown Road near the Weigles Store.
8. The crew took the roller trailer to Wastewater to use.

2/25/25

1. The crew worked at the new Street Dept. building installing electrical conduits.
2. The crew worked on water casing at the new building.
3. The crew cleaned up trash and debris from the new Street Dept. site.
4. The crew picked up the Ford F-350 from fleet maintenance.

2/26/25

1. The crew went to County Asphalt Plant to get 6 tons of asphalt.
2. The crew patched the roads at Persimmon Ridge, Headtown Road, Walnut Grove and Presidents Way.
3. The crew washed the Unamog truck and cleaned the salt off the truck.

2/27/25

1. The crew patched pothole at the speed table on Main Street.
2. The crew patched pothole on Payne Road at the speed table.
3. The crew cleaned the storm drains throughout the town for the rain event.
4. Measured the width of the alley way at the restoration building downtown.
5. Measured the width of the trash trucks length and width.
6. The crew picked up advertisement signs in the right of ways and disposed of them.
7. The crew painted and built new sign for the courthouse.
8. Changed out 2 cones and barrel at Main Street and 2nd Avenue.
9. Repaired a mailbox on Forest that had been moved due to sidewalk installation.

2/28/25

1. The crew picked up junk on N Cherokee, Oakwell Lane and S Cherokee.
2. The crew hauled 8 loads of fill dirt to Main Street property that was used by the sidewalk crew to store equipment and materials.
3. The crew cleaned the area of the laydown yard on Main Street and removed trash and debris.

**February 2025
Animal Control**

[illegible]

Parks and Recreation Chris Kudera Jonesborough Update

1. Wetlands Water Park
2. Little Free Libraries
3. Partnership with Senior Center
4. Ridge Rangers
5. Arbor Day Celebration
6. Persimmon Ridge Ball Fields

Wetlands Water Park

This past month has been a busy and productive one at Wetlands Waterpark as we continue preparing for the upcoming season. We completed framing in the remainder of the bridge and gave it a fresh coat of paint (using the same colors as the buckets that drop water). The Trex flooring has been ordered and is scheduled for delivery and installation by mid-March. The Dirty Street Fighters assisted with removing the rotten fence around the pool pumps, replacing it with a new structure, and applying a fresh coat of paint. Additionally, we dug and poured concrete pads for the new cabanas, and work has begun on painting the entire upstairs seating area. The old, chipping paint on the upstairs concrete is being ground away, and once we reach the base concrete, we will seal it and apply an epoxy coating with added grip for safety.

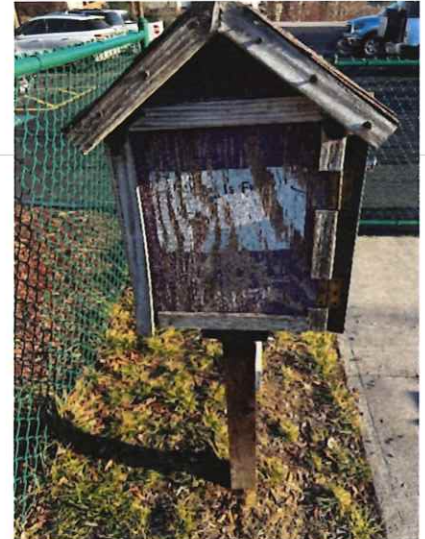
Nick repainted the rain shower, one of the main focal points when entering the park, to restore its vibrant look. We have also started sprucing up the landscaping throughout the park in preparation for the season. A big thank you to the Water Distribution team for assisting in replacing the water pipe that feeds the tube slide. The previous pipe was a few inches too short, causing a leak that has now been resolved. Additionally, Nick has spent time refining the concession stand menu to ensure pricing remains competitive while keeping it profitable. The goal is to encourage guests to dine within the park rather than leaving for outside food options.





Little Free Libraries

The Little Free Libraries scattered throughout the parks provide a great service to our town. Families can enjoy books while giving them back to their community. With age and use comes wear and tear. Our team cleaned the libraries and repainted them with reading-themed phrases and bright colors! We extend a continued thank you to J.C. Elks Lodge for their original donation of the libraries. Julia Hawkins painted the libraries, and I believe they turned out great.





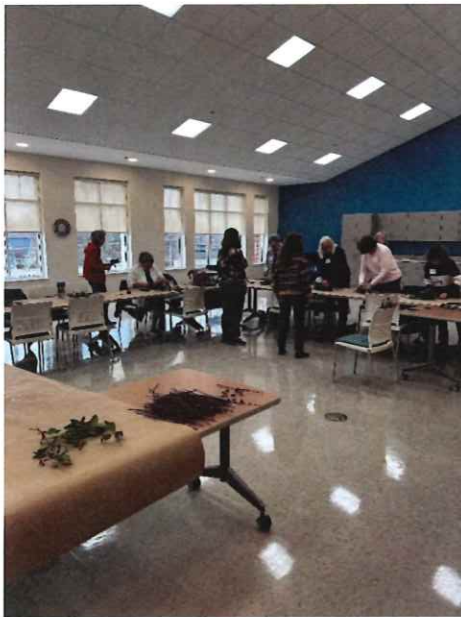
Partnership with Senior Center

Our department has been actively collaborating with the Senior Center to promote nature-based activities for its members, recognizing that the winter months can be mentally challenging, especially for senior citizens. Seasonal depression is a real concern, but through intentional efforts to support mental health, we can make a positive impact.

This month, Lauren Little led a winter wreath-making class as part of the Senior Center's Funshine program. The wreaths were crafted using natural materials gathered from our local area, providing a hands-on sensory experience that engaged touch, smell, and sight while also offering educational insight into native plants. In addition, Lauren guided a group hike at Persimmon Ridge Park, where nine participants explored Walter's Trail while learning about mushrooms, winter tree identification, and each other.

We are excited to continue this partnership and have already established a standing monthly hike at Persimmon Ridge Park. These ongoing efforts highlight the strong collaboration between Parks and

Recreation and the Senior Center, ensuring opportunities for seniors to stay active, engaged, and connected with nature.



Ridge Rangers – Lauren Little

This month we reintroduced the Ridge Rangers! An exciting program that was started in the early 2010s by two wonderful women of Jonesborough Katy Rosolowski and Phyllis Fabozzi. This program is volunteer based, inviting the outdoorsy and community focused individuals to Persimmon Ridge Park to help maintain our hiking trails. Picking up trash and snipping back brambles are a couple of the task's members will devote themselves to while on the trails and of course making some friends along the way. We are grateful to Katy and Phyllis for their pioneering of this group, and we look forward to its future! We have had 2 volunteers sign up with several others who have inquired through email or phone.

Left: Phyllis Fabozzi; Middle: Katy Rosolowski; Right: Lauren Little



Arbor Day Celebration

This year, the Town of Jonesborough is expanding its Arbor Day celebration into a week-long event filled with educational opportunities and community engagement. Thanks to the efforts of Lauren Little, our Open Spaces Coordinator, and in collaboration with Neal White, State Forester, we have planned a series of hikes through Persimmon Ridge Park. These guided hikes will provide participants with valuable knowledge about tree identification and fascinating tree facts, encouraging a deeper appreciation for our local forests.

A significant highlight of this year's celebration will be the planting of an American Chestnut tree at the Ardinna Woods Arboretum. Once a dominant species in our region, the American Chestnut has become endangered due to blight, and we are honored to receive a sapling from the American Chestnut Foundation to contribute to its restoration. Additionally, we will be engaging with young students at Jonesborough Elementary School through a nature-based craft activity. At this event, we will also announce our collaboration with the school to pursue Tree Campus K-12 recognition, furthering our commitment to environmental education.

The main Arbor Day ceremony will take place on Friday, April 25th, at Stage Road Park. Representatives from Arbor Day and the Tennessee Division of Forestry will be present to discuss Jonesborough's official recognition as a Tree City and share important Tree Canopy Data. As part of the ceremony, we will plant both a Southern Magnolia and a White Oak, symbolizing our ongoing dedication to preserving and expanding our urban tree canopy. In addition, 200 saplings generously provided by the Arbor Day Foundation will be given away to community members, encouraging residents to take an active role in growing and maintaining our town's green spaces.

Lauren Little has worked diligently to bring this event to life, securing \$1,000 in donations to support the celebration. Her dedication to environmental stewardship and community engagement has been instrumental in making this Arbor Day event possible. We look forward to a successful week of activities that will leave a lasting impact on Jonesborough's natural landscape and inspire future generations to value and protect our trees.

Persimmon Ridge Ball Fields

This past month, a significant amount of time and effort was dedicated to preparing the ball fields at Persimmon Ridge Park to accommodate Little League and Middle School games. With the fields at Tiger Park not yet ready for play, we made sure these teams had a suitable location for their upcoming season.

A major part of the preparation involved leveling key areas in the infields of Fields 1 and 2. This required digging up uneven sections and adding new infield material to create a smoother and safer playing surface. In addition to infield work, we worked with Foster Signs to install new foul ball nets around the fields, enhancing player and spectator safety.

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

Consent Agenda
7

DATE: March 17, 2025

AGENDA ITEM _____

SUBJECT: Little League Concession Agreement for the 2025 Season

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 2025 Little League season from March 1, 2025 until August 1, 2025. 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 must be identified. The Agreement is the same as previous years.

RECOMMENDATION:

Approve the 2025 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, 2025, subject to the terms of the Agreement, as presented.

**TOWN OF JONESBOROUGH
DEPARTMENT OF PARKS AND RECREATION
2025 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 2025 season and will run from March 1, 2025 through August 1, 2025.

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 17th day of March, 2025.

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
8

DATE: March 17, 2025 **AGENDA ITEM** _____

SUBJECT: Report on Debt Obligation— Sanitation Truck Capital Outlay Note, Series 2025

BACKGROUND:

After issuing debt, State law requires us to file a Debt Report with the State Division of Local Government Finance in the Comptroller's Office. We must also file a copy with the local governing body.

Attached is the Report on Debt Obligation filed with the Comptroller's Office for the \$479,069 Tennessee Municipal Bond Fund capital outlay note. This borrowing funded the purchase of the new sanitation truck. The attached report was approved by the Comptroller's Office and emailed to the Mayor and Aldermen on March 10th.

RECOMMENDATION:

No action is required; this item is "information only".



Jason E. Mumpower
Comptroller

Report On Debt Obligation

Receipt Date: 03/06/2025

Entity and Debt Information

Entity Name

Town of Jonesborough

Entity Address

123 Boone Street Jonesborough, Tennessee 37659-1390

Debt Issue Name

Sanitation Truck Capital Outlay Note, Series 2025

Series Year

2025

Debt Issue Face Amount

\$479,069.00

Face Amount Premium or Discount?

N/A

Tax Status

Tax - Exempt

Interest Type

Net Interest Cost (NIC)

Net Interest Cost (NIC)

4.99%

Debt Obligation

Note - Capital Outlay Note

Moody's Rating

Unrated

Standard & Poor's Rating

Unrated

Fitch Rating

Unrated

Other Rating Agency Name

N/A

Other Rating Agency Rating

N/A

Security

General Obligation

Type of Sale Per Authorizing Document

Informal Bid

Dated Date

2/12/2025

Issue/Closing Date

2/12/2025

Final Maturity Date

3/1/2037

Debt Purpose

Purpose	Percentage	Description
General Government	100%	Acquisition of sanitation truck for the Town
Education	0%	N/A
Other	0%	N/A
Refunding	0%	N/A
Utilities	0%	N/A

Cost of Issuance and Professionals

Does your Debt Issue have costs or professionals?

Yes

Description	Amount	Recurring Portion	Firm Name
Legal Fees - Bond Counsel	\$500.00	N/A	Spencer Fane Bone McAllester
Administrative Fee	\$0.00	15 basis points	TMBF
TOTAL COSTS	\$500.00		

Maturity Dates, Amounts, and Interest Rates

Comments

Year	Amount	Interest Rate
2026	\$30,069.00	4.99
2027	\$32,000.00	4.99
2028	\$33,000.00	4.99
2029	\$35,000.00	4.99
2030	\$37,000.00	4.99
2031	\$38,000.00	4.99
2032	\$40,000.00	4.99
2033	\$42,000.00	4.99
2034	\$45,000.00	4.99
2035	\$47,000.00	4.99
2036	\$49,000.00	4.99
2037	\$51,000.00	4.99
TOTAL AMOUNT	\$479,069.00	

See final page for Submission Details and Signatures

Submission Details and Signatures

Is there an official statement or disclosure document, as applicable, that will be posted to EMMA: <https://emma.msrb.org/>?

No

Signature - Chief Executive or Finance Officer of the Public Entity

Name

Janet Jennings

Title/Position

Finance Director/Recorder

Email

jjennings@jonesboroughtn.org

Alternate Email

N/A

Signature - Preparer (Submitter) of This Form

Name

Linda Mooningham

Title/Position

Legal Coordinator

Email

lmooningham@tmbf.net

Alternate Email

N/A

Relationship to Public Entity

N/A

Organization

TMBF

Verification of Form Accuracy

By checking the box below as the signing of this form, I attest the following:

1. I certify that to the best of my knowledge the information in this form is accurate.
2. The debt herein complies with the approved Debt Management Policy of the public entity.
3. If the form has been prepared by someone other than the CEO or CFO, the CEO or CFO has authorized the submission of this document.

☒ Verify Form Accuracy

Date to be Presented at Public Meeting

03/17/2025

Date to be emailed/mailed to members of the governing body

03/14/2025

Final Confirmation:

I hereby submit this report to the Division of Local Government Finance of the Tennessee Comptroller of the Treasury and understand my legal responsibility to: File this report with the members of the governing body no later than 45 days after the issuance or execution of the debt disclosed on this form. The Report is to be delivered to each member of the Governing Body and presented at a public meeting of the body. If there is not a scheduled public meeting of the governing body within forty-five (45) days, the report will be delivered by email or regular US mail to meet the 45-day requirement and also presented at the next scheduled meeting.

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

DATE: March 17, 2025 **AGENDA ITEM** Consent Agenda
9 a

SUBJECT: Town Sponsored Special Event– Brews and Tunes

BACKGROUND:

Tourism Director 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 from June through September 2025. There are no street closings, but food truck parking spaces will be blocked off adjoining the plaza. Beer is served through Main Street Café and 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 2025. This is a ghost storytelling event that sells out each year. We also have a sponsorship goal of \$3,000 and make anywhere from \$1,000-\$2,500 on the fundraiser. In addition, we profit \$100.00 weekly from the food trucks and \$1 from each beer sold.

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 from June through September 2025, as presented.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Cameo Waters, Tourism and Main Street Director
Date: March 5, 2025
RE: Brews & Tunes

Main Street Jonesborough is preparing for the Brews & Tunes 2025 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 weekly in Jimmy Neil Smith Park.

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. During the season, we profit \$100 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. 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 2025 Event Overview

Event Details:

- The event timing is every Sunday afternoon from 4 p.m. to 7 p.m. starting June 1 through September 28. Food and beer start at 4 p.m. with music starting at 5 p.m. and all going until 7 p.m.
 - The location is the Plaza in front of the International Storytelling Center. We pay \$75 each week for staff time during the event to keep the facility open.
 - The event offerings include craft beer, 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 a local food truck each week. The food truck will be set-up in front of the Plaza of ISC and pay \$100 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:

- We will release a campaign for Brews & Tunes and Music on the Square with a commercial, billboards, and a digital push.
- 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**

*Consent Agenda
9 b*

DATE: March 17, 2025 **AGENDA ITEM** _____

SUBJECT: Town Sponsored Special Event– Memorial Day & Veterans Day Ceremonies

BACKGROUND:

The Town is 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 2025, those dates will be Monday, May 26th for the Memorial Day Celebration from 10am-2pm and Tuesday, 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 26th, the event will take place on Main Street from 10am-2pm. We are requesting road closure from 9am-3pm. We plan to offer music from various local groups, a display of vintage military vehicles, vendors, food trucks, etc. for this event. We request 4 additional trash cans at the West Courthouse Square for this event.

For the Veterans Day Ceremony on Tuesday, 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. We request 4 additional trash cans at the 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 entire event's duration.

RECOMMENDATION:

1. Approve the Memorial Day Celebration on May 26, 2025, from 10:00 AM to 2:00 PM, as presented.
2. Approve the Veteran's Day Celebration on November 11, 2025, from 11:00 AM to 3:00 PM, as presented.

MEMO

To: Glenn Rosenoff
From: Cameo Waters
Date: March 11, 2025
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 2025, those dates will be on Monday, May 26th for the Memorial Day Celebration from 10am-2pm and Tuesday, 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 26th, the event will take place on Main Street from 10am-2pm. We would like to request road closure from 9am-3pm. We plan to offer music from various local groups, a display of vintage military vehicles, vendors, food trucks, etc. for this event. I would also like to ask for the addition of 4 extra trash cans on West Courthouse Square for this event.

For the Veterans Day Ceremony on Tuesday, 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. 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.

Cameo Waters

Woodrow Avenue

P

P

P

CLOSURE

First Avenue

Vendors

East Main Street

North Che

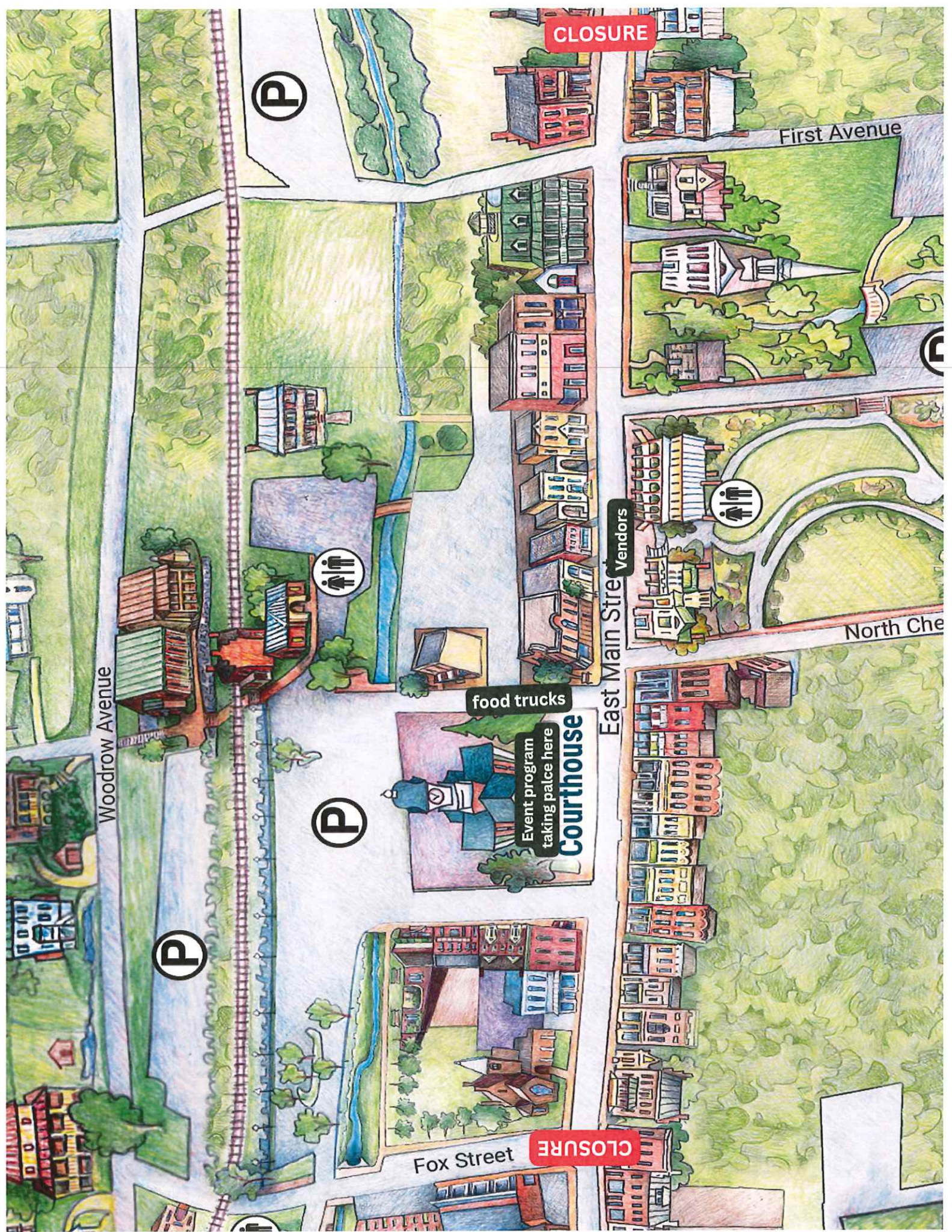
food trucks

Event program
taking place here

Courthouse

Fox Street

CLOSURE



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

*Consent Agenda
9 c*

DATE: March 17, 2025 **AGENDA ITEM** _____

SUBJECT: Jonesborough Days Festival

BACKGROUND:

The dates for this year's Jonesborough Days Festival, pre-events, and set-up are:

Wednesday, July 2 from 6 p.m. - 8 p.m. (Kickoff Dinner)

Thursday, July 3rd late night swim at Wetlands Water Park

Thursday, July 3rd from 6 p.m. – 9 p.m. (Craft and food vendor setup)

Friday, July 4th from 10 a.m. - 10 p.m. (Parade at 10 a.m.)

Saturday, July 5th from 10 a.m. - 10 p.m. (fireworks at 10 p.m.)

Activities and Areas Pre-Festival:

- Wednesday, July 2nd from 6 p.m. – 8 p.m. Kickoff Dinner at the ISC
- Thursday, July 3rd late night swim at Wetlands Water Park

Activities and Areas During Festival:

- Parade will be Friday, July 4th at 10 a.m.
- Fireworks will be Saturday, July 5th at 10 p.m.
- Pageant at 10 a.m. on July 5th on the Main Stage
- Hours for Doc's Front Porch: Friday and Saturday 11 a.m. – 4 p.m., and Sunday Noon – 4 p.m.
- Beer Garden each evening from 3 p.m. - 10 p.m. on the Plaza
- Patriot Park behind the Storytelling Center
- Main Stage Music Friday-Saturday from 6 p.m. - 10 p.m., Eastside of the Courthouse
- Contests and Socials the afternoons of Friday and Saturday
- Food Vendors will be set-up on the West side of the Courthouse
- Craft Vendors will be set-up all along Main Street

Street Closure and Parking Requests:

1. Main Street needs to be blocked to all motorized traffic starting Thursday, July 3 at 5:00 pm until the streets are clean on Saturday evening, July 5.
2. Handicap Parking- Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk
3. Vendor Parking- Upper Lot, Courthouse Parking Lot and UT Extension Lot
4. Downtown Merchant Parking- Upper Lot, Courthouse Parking Lot and UT Extension Lot, Library (Friday and Saturday day only)
5. Main Stage Entertainment Parking- Performers may park in designated spaces of the Courthouse parking lot while performing for loading/unloading purposes

RECOMMENDATION:

Approve holding Jonesborough Days 2025 per the event schedule, dates and times, and street closure requests, as presented.

Jonesborough Days Festival dates July 4-5, 2025

The dates for this year's Jonesborough Days Festival, pre-events, and set-up are:

Wednesday, July 2 from 6 p.m. - 8 p.m. (kick-off dinner)

Thursday, July 3 late night swim at Wetlands Water Park

Thursday, July 3 from 6 p.m. - 9 p.m. (craft and food vendor setup)

Friday, July 4 from 10 a.m. - 10 p.m. (parade at 10 a.m.)

Saturday, July 5 from 10 a.m. - 10 p.m. (fireworks at 10 p.m.)

Activities and Areas Pre-Festival:

- Wednesday, July 2 from 6 p.m. - 8 p.m. Kick-off Dinner at the International Storytelling Center.
- Thursday, July 3 late night swim at Wetlands Water Park

Activities and Areas During Festival:

- Parade will be Friday, July 4 at 10 a.m.
- Fireworks will be Saturday, July 4 at 10 p.m.
- Pageant at 10 a.m. on July 5 on the Main Stage
- Hours for Doc's Front Porch: Friday and Saturday 11 a.m. - 4 p.m. and Sunday Noon - 4 p.m.
- Beer Garden each evening from 3 p.m. - 10 p.m. on the Plaza
- Patriot Park behind the Storytelling Center
- Main Stage Music Friday and Saturday from 6 p.m. - 10 p.m., Eastside of the Courthouse
- Contests and Socials the afternoon of Friday and Saturday
- Food Vendors will be set-up on the West side of the Courthouse
- Craft Vendors will be set-up all along Main Street

Streets will close at 5:00 pm on Thursday, July 3 for set-up.

Merchant parking will be in the Courthouse and Upper Parking Lots all weekend.

We are interested in having a ferris wheel setup during the festival. We will be doing research on this over the next couple of weeks and working very closely with public safety to see what is possible.

**Jonesborough Days 2025
Special Event Permit Application**

1. **Hold Harmless Agreement-** Not required since this is a Town event
2. **List of pre-events and post-events**
 - Kick-off Dinner at Storytelling Center July 2.
 - Swim Party at Wetlands Water Park on Wednesday, July 3 pending Parks and Recreation's approval.
3. **Map with city streets-** See attached
4. **Outline of your publicity plan-**

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

 - **Press Releases**

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

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

Creation and updates are made by Town staff. We will utilize jbodays.com, jonesboroughtn.org and jonesborough.com
 - **Post Event Publicity**

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

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

Thousands of programs will be printed and made available online. These are distributed throughout Town, during the events, and in the surrounding areas.
5. **Security Plan-** Parking
 - A. Main Street needs to be blocked to all motorized traffic starting Thursday, July 3 at 5:00 pm until the streets are clean on Saturday evening, July 5.

- B. Handicap Parking- Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk
- C. Vendor Parking- Upper Lot, Courthouse Parking Lot and UT Extension Lot
- D. Downtown Merchant Parking- Upper Lot, Courthouse Parking Lot and UT Extension Lot, Library (Friday and Saturday day only)
- E. Main Stage Entertainment Parking- Performers may park in designated spaces of the Courthouse parking lot while performing for loading/unloading purposes

6. **Emergency Plan-** EMS will be located on Christopher Taylor Lane. We will leave 15' on Main Street and beside the Courthouse for emergency vehicles passing.

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

8. **Proof of your liability insurance-** This is a town sponsored event and is covered by our TML policy. We do require Dynamic Effects Fireworks Company and Little Pete's Railroad to add the Town of Jonesborough as an "Additional Insured" on their insurance policy.

9. **Anticipated vendors and concession booth list:** Craft and Food Vendors are being finalized. List will be provided 48 hours prior to event. We have space for 10 food vendors and 70 craft vendors.

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

A. Stage and Performance Area will be set-up Thursday evening, July 3 on the Eastside of the Courthouse and will be taken down Saturday evening July 4.

B. Children's Area will be set-up in Jimmy Neil Smith Park and the lawn of Central Christian Church on Thursday and Friday morning.

C. Small sound system will be set-up in front of Storytelling Center for Doc's Front Porch.

D. Food vendors, tables, chairs and umbrellas will be set-up on the west side of the Courthouse on Thursday evening.

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

12. **Street Closure Request-**

A. Main Street from Fox Street to Second Avenue needs to have a soft closure starting on Thursday, July 3 for vendors to set-up. The streets need to officially close for the weekend on Friday, at 8:00 am until the streets are clean on Saturday night around 11 pm.

B. East and West sides of the Courthouse will be closed starting at 5:00 pm on Thursday for vendor set-up and stay closed until Saturday evening after 10 pm.

- C. Close Boone Street for Parade on Friday, approx. 9:30 - 11 am
 - D. Any other streets will be closed by the Police Department on an as needed basis.
-



PARADE
ENDS
HERE

West Main Street

Second Avenue

College Street

First Avenue

Patriot
Park

North Cherokee Street

College Street

Stage
Chairs & Crowd

Food Services

Activities and Crafters

Activities and Crafters

Activities and Crafters

Activities and Crafters

Activities and Crafters

PARADE
STARTS
HERE

East Main Street

Fox Street

PARKING CLOSED
FOR SUNDAY NIGHT

Overflow Parking
At The Middle School

FIREWORKS EXIT PLAN

ALL TRAFFIC LEAVING PARKING LOTS THAT ARE NORTH OF HWY-11E WILL TURN RIGHT, HEADING WEST, TOWARD GREENVILLE.

ALL TRAFFIC LEAVING PARKING LOTS THAT ARE SOUTH OF HWY-11E WILL TURN RIGHT, HEADING EAST, TOWARD JOHNSON CITY.

ALL CUT THROUGHS AND TURNING LANES IN THE HIGHLIGHTED BOUNDARY WILL BE CLOSED.

JPD RECOMMENDS THAT ATTENDEES ATTEMPT TO FIND A PARKING AREA THAT WILL COINCIDE WITH THEIR DEPARTURE PLANS. THIS WILL HELP TO CUT DOWN ON DELAYS AND DETOURS.

SHOULD PEDESTRIANS CHOOSE TO CROSS HWY 11E, WE RECOMMEND THAT THEY DO SO AT DUNKIN DONUTS AND RENESANT OFFICERS WILL BE PRESENT TO ASSIST PEDESTRIANS AT THAT LOCATION.

IT IS HIGHLY RECOMMENDED THAT FESTIVAL GOERS UTILIZE THE SHUTTLE SERVICE THAT WILL RUN FROM JONESBOROUGH MIDDLE SCHOOL TO BOONE STREET.



JONESBOROUGH MIDDLE SCHOOL
PARKING & SHUTTLE SERVICE



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

Consent Agenda

DATE: March 17, 2025

AGENDA ITEM #: 9-d

SUBJECT: 2025 Easter Eggstravaganza

BACKGROUND:

The Town of Jonesborough is planning its Annual Easter Eggstravaganza on Saturday, April 19, 2025, from 12-3 p.m. to celebrate the Easter holiday. The event will take place around the International Storytelling Center Plaza, the Courtyard and Jimmy Neil Smith Park, beside the Christopher Taylor Cabin, Christopher Taylor Lane, and along Main Street. With this event, the only street closure will be the entrance and exit to Christopher Taylor Lane, which has already been discussed and scheduled with the Street Department.

The Main Event, the egg hunt, will take place in Jimmy Neil Smith Park, with over 6,000 candy and toy filled eggs. To enhance the egg hunt experience and make it more engaging, we will organize participants into separate groups and space out the event for better flow. The age groups will be: 2 and under, ages 3-5, ages 6-8, and ages 9-12 years old. Free activities will include face painting, children's crafts provided by the McKinney Center, photos with the Easter bunny, free cotton candy and popcorn. With the help from Town Departments, we will also be hosting a Touch-A-Truck event on Christopher Taylor Lane with a dump truck, brush truck and excavator. There will be other town equipment, pending availability. We are planning a meet-and-greet with Officer Adam Depew and our K-9 Officer Daryl.

Our goal for this Annual Easter Event is to offer free, high-quality, family-friendly activities for children and community members, enhancing residents' overall quality of life. Additionally, we aim to boost the local economy by increasing foot traffic for downtown merchants and encouraging both residents and visitors to explore and enjoy the charm of historic downtown Jonesborough.

RECOMMENDATION:

Approve the Town's Annual Easter Eggstravaganza scheduled for Saturday, April 19, 2025, from 12-3 p.m. to celebrate the Easter holiday, with street closure at the entrance and exit to Christopher Taylor Lane, as presented.

MEMO

To: TOJ Staff
From: Cameo Waters
RE: Easter Eggstravaganza 2025
Date: March 5, 2025

The Town of Jonesborough is planning its Annual Easter Eggstravaganza on Saturday, April 19th from 12-3 p.m. to celebrate the Easter holiday. The event will take place around the International Storytelling Center Plaza, the Courtyard and Jimmy Neil Smith Park, beside the Christopher Taylor Cabin, Christopher Taylor Lane, and along Main Street. With this event, the only street closure will be the entrance & exit to Christopher Taylor Lane, which has already been discussed and scheduled with the Street Department.

The Main Event, the egg hunt, will take place in Jimmy Neil Smith Park, with over 6,000 candy and toy filled eggs. To enhance the egg hunt experience and make it more engaging, we will organize participants into separate groups and space out the event for better flow. The age groups will be: 2 and under, ages 3-5, ages 6-8, and ages 9-12 years old. Free activities will include face painting, children's crafts provided by the McKinney Center, photos with the Easter bunny, free cotton candy and popcorn. With the help from Town Departments, we will also be hosting a Touch-A-Truck event on Christopher Taylor Lane with a dump truck, brush truck and excavator. There will be other town equipment, pending availability. We are planning a meet and greet with Officer Depew and Daryl.

Our goal for this Annual Easter Event is to offer free, high-quality, family-friendly activities for children and community members, enhancing residents' overall quality of life. Additionally, we aim to boost the local economy by increasing foot traffic for downtown merchants and encouraging both residents and visitors to explore and enjoy the charm of historic downtown Jonesborough.

Please reach out with any questions or comments. As always, I appreciate your assistance in helping to make our events in Jonesborough some of the best in the region.

Thanks,
Cameo Waters

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

DATE: March 17, 2025 **AGENDA ITEM #:** 1

SUBJECT: Finance Report

BACKGROUND:

Attached, for the governing body's review, are financial statements for the month of February, 2025. The financial package has been modified to include two (2) Statements of Revenues, Expenditures and Changes in Fund Balance for the General Fund. This format is more representative of a typical financial statement presentation for local government. As time allows, this format will be added for the remaining funds of the Town.

RECOMMENDATION:

Staff recommends adoption of the Finance Director's Report for February, 2025.



Town of Jonesborough

Financial Reports

February, 2025

Prepared by: Town of Jonesborough Finance Department

Town of Jonesborough

Financial Reports

Table of Contents

Description	Page
Financial Summary (All Funds)	
Full Year Budget, Current Year, Prior Year	1
General Fund	
Statement of Revenues, Expenditures and Changes in Fund Balance Budget and Actual - Year-to-Date	2
Statement of Revenues, Expenditures and Changes in Fund Balance Prior Year vs. Current Year Actual - Year-to-Date	6
All Funds	
Statement of Revenue System Reports	11
Statement of Expenditures System Reports	22

	Full Year Budget	Current Year		Prior Year	
		February	YTD	February	YTD
GENERAL FUND					
Revenues (1)(2)	15,416,852	1,175,807	20,859,136	1,486,129	13,958,471
Expenditures (2)	15,906,662	687,710	17,264,689	826,483	11,109,413
Rev. Over/(Under) Exp.	(489,810)	488,097	3,594,447	659,646	2,849,058
SOLID WASTE FUND					
Revenues (5)	1,385,059	551,011	1,071,897	73,366	575,864
Expenditures	1,385,059	553,083	1,029,656	66,301	490,721
Rev. Over/(Under) Exp.	-	(2,072)	42,241	7,065	85,143
JACKSON THEATRE FUND					
Revenues	681,182	23,420	165,061	-	-
Expenditures (4)	679,109	8,311	532,134	-	-
Rev. Over/(Under) Exp.	2,073	15,109	(367,073)	-	-
K-8 CAPITAL PROJECT FUND					
Revenues	-	-	111,531	-	40,068,770
Expenditures	-	-	156,131	(112,341)	42,278,364
Rev. Over/(Under) Exp.	-	-	(44,600)	112,341	(2,209,594)
HRA INTERNAL SERV. FUND					
Revenues	-	5,790	46,320	10,790	51,320
Expenditures	-	-	43,338	-	53,231
Rev. Over/(Under) Exp.	-	5,790	2,982	10,790	(1,911)
WATER/SEWER FUND*					
Revenues	10,682,513	852,543	7,894,709	802,944	7,294,143
Expenditures (3)	10,347,393	586,655	7,782,764	873,119	8,064,260
Rev. Over/(Under) Exp.	335,120	265,888	111,945	(70,175)	(770,117)
DRUG FUND					
Revenues	9,500	91	34,367	361	7,472
Expenditures	9,500	-	37,335	-	17,385
Rev. Over/(Under) Exp.	-	91	(2,968)	361	(9,913)

(1) Includes \$2.4 million State Grant revenue

(2) Includes closing of final \$9 million of K-8 school USDA loan and \$350,000 purchase and loan for Engel property

(3) Water/Sewer Fund includes water line expenditures and other capital spending that will be reclassified to fixed assets at year-end

(4) Includes \$189,360 in spending covered with donation

(5) Includes \$479,069 in loan proceeds for purchase of sanitation truck

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 28, 2025

	Full Year Budget		YTD Actual	Amount Remaining		% of Budget	
	Original	Amended		Original	Amended	Original	Amended
<u>Revenues:</u>							
<u>Taxes and Fees:</u>							
Property Tax (Net of Discounts, etc.)	2,813,140	2,813,140	2,551,543	261,597	261,597	90.70%	90.70%
Property Tax - Penalty and Interest	17,000	17,000	11,394	5,606	5,606	67.02%	67.02%
Received in Lieu of Taxes:							
Tennessee Valley Authority	71,463	71,463	35,596	35,867	35,867	49.81%	49.81%
BrightRidge	60,000	60,000	-	60,000	60,000	0.00%	0.00%
Water and Sewer Funds	260,000	260,000	-	260,000	260,000	0.00%	0.00%
Local Sales Tax	3,094,600	3,094,600	1,965,890	1,128,710	1,128,710	63.53%	63.53%
Business Tax	206,000	206,000	55,202	150,798	150,798	26.80%	26.80%
Local Beer Tax	230,000	230,000	137,561	92,439	92,439	59.81%	59.81%
Local Liquor Tax	125,000	125,000	89,272	35,728	35,728	71.42%	71.42%
Local Occupancy Tax	70,500	70,500	57,840	12,660	12,660	82.04%	82.04%
Cable Franchise Fees	83,000	83,000	29,752	53,248	53,248	35.85%	35.85%
Total Taxes	7,030,703	7,030,703	4,934,050	2,096,653	2,096,653	70.18%	70.18%
<u>Licenses and Permits:</u>							
Building Permits	263,000	263,000	277,038	(14,038)	(14,038)	105.34%	105.34%
Zoning Permits and Fees	6,500	6,500	13,357	(6,857)	(6,857)	205.49%	205.49%
Beverage & Private Club Permits	5,000	5,000	4,946	54	54	98.92%	98.92%
Stormwater Fees	24,000	24,000	-	24,000	24,000	0.00%	0.00%
Other Fees and Licenses	-	-	-	-	-	0.00%	0.00%
Total Licenses and Permits	298,500	298,500	295,341	3,159	3,159	98.94%	98.94%
<u>Intergovernmental Revenue:</u>							
Department of Justice COPS Grant	60,000	60,000	-	60,000	60,000	0.00%	0.00%
Department of Justice Bullet Proof Vest Grant	5,000	5,000	-	5,000	5,000	0.00%	0.00%
State of TN Sales Tax	729,000	729,000	495,923	233,077	233,077	68.03%	68.03%
State of TN Income Tax	-	-	-	-	-	0.00%	0.00%
State of TN Beer Tax	2,700	2,700	1,345	1,355	1,355	49.81%	49.81%
State of TN Mixed Drinks Tax	16,000	16,000	11,608	4,392	4,392	72.55%	72.55%
State Street Aid	205,000	205,000	141,295	63,705	63,705	68.92%	68.92%
State of TN Hwy. Mtnc.	21,000	21,000	29,562	(8,562)	(8,562)	140.77%	140.77%
State of TN Street and Transit	12,500	12,500	8,776	3,724	3,724	70.21%	70.21%
State of TN Excise Taxes	80,000	80,000	-	80,000	80,000	0.00%	0.00%
State of TN Fire Dept. Sal. Suppl.	6,400	6,400	5,600	800	800	87.50%	87.50%
State of TN Police Supplement	16,500	16,500	-	16,500	16,500	0.00%	0.00%
State of TN - Senior Center	13,050	13,050	7,746	5,304	5,304	59.36%	59.36%
State of TN - Telecomm. Tax	5,900	5,900	3,645	2,255	2,255	61.78%	61.78%
State of TN - Online Betting Fees	11,700	11,700	9,269	2,431	2,431	79.22%	79.22%
First TN Dev District - Title IIIB Transportation	12,000	12,000	7,000	5,000	5,000	58.33%	58.33%
First TN Dev District - Serv Coordination	53,392	53,392	31,497	21,895	21,895	58.99%	58.99%
State of TN - Violent Crime Intervention	8,477	8,477	(4,888)	13,365	13,365	-57.66%	-57.66%
State of TN - TN Hwy Safety Grant	5,000	5,000	-	5,000	5,000	0.00%	0.00%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 28, 2025

	Full Year Budget		YTD Actual	Amount Remaining		% of Budget	
	Original	Amended		Original	Amended	Original	Amended
<u>Intergovernmental Revenue (continued):</u>							
State of TN - TDOT High Vis Law Enf Grant	-	-	-	-	-	0.00%	0.00%
State of TN - Tourism Grant	-	-	-	-	-	0.00%	0.00%
State of TN - TDTD Grant	30,000	30,000	-	30,000	30,000	0.00%	0.00%
State of TN - Trails Grant	1,000,000	1,000,000	2,400,000	(1,400,000)	(1,400,000)	240.00%	240.00%
State of TN - Visitor's Center ARPA Funds	80,000	80,000	-	80,000	80,000	0.00%	0.00%
Tennessee Arts Commission - Radio Show	8,880	8,880	2,868	6,012	6,012	32.30%	32.30%
Tennessee Arts Commission - Comm Play	2,500	2,500	-	2,500	2,500	0.00%	0.00%
Tennessee Arts Commission - Creative Aging	-	-	-	-	-	0.00%	0.00%
Washington County - Fire Department	135,000	135,000	101,250	33,750	33,750	75.00%	75.00%
Washington County - Fire Department Special	-	-	-	-	-	0.00%	0.00%
Washington County - Senior Citizens	48,000	48,000	23,750	24,250	24,250	49.48%	49.48%
Washington County - School Project	-	-	-	-	-	0.00%	0.00%
PEP Local Grants	12,000	12,000	-	12,000	12,000	0.00%	0.00%
McKinney Scholarship	5,000	5,000	-	5,000	5,000	0.00%	0.00%
Other Grants	2,150	2,150	6,674	(4,524)	(4,524)	310.42%	310.42%
Total Intergovernmental Revenue	2,587,149	2,587,149	3,282,920	(695,771)	(695,771)	126.89%	126.89%
<u>Charges for Services - Culture and Recreation:</u>							
Parks and Recreation	7,500	7,500	4,548	2,952	2,952	60.64%	60.64%
Water Park	457,500	457,500	222,180	235,320	235,320	48.56%	48.56%
Visitor's Center	142,500	142,500	53,772	88,728	88,728	37.73%	37.73%
Music on the Square	48,000	48,000	10,463	37,537	37,537	21.80%	21.80%
Main Street	49,500	49,500	18,200	31,300	31,300	36.77%	36.77%
Senior Center	133,400	133,400	84,343	49,057	49,057	63.23%	63.23%
Repertory Theatre	105,000	105,000	116,735	(11,735)	(11,735)	111.18%	111.18%
McKinney Center	94,500	94,500	74,840	19,660	19,660	79.20%	79.20%
Veteran's War Memorial	-	-	50	(50)	(50)	0.00%	0.00%
Total Charges for Services - Culture and Recreation	1,037,900	1,037,900	585,131	452,769	452,769	56.38%	56.38%
<u>Fines and Forfeitures:</u>							
Municipal Courts - Fines and Court Costs	219,800	219,800	153,410	66,390	66,390	69.80%	69.80%
Litigation Tax	18,500	18,500	10,455	8,045	8,045	56.51%	56.51%
Fees	6,750	6,750	3,425	3,325	3,325	50.74%	50.74%
Defensive Driving School	18,000	18,000	12,156	5,844	5,844	67.53%	67.53%
Total Fines and Forfeitures	263,050	263,050	179,446	83,604	83,604	68.22%	68.22%
<u>Revenue from Use of Property</u>							
Rents from Buildings	205,675	205,675	115,667	90,008	90,008	56.24%	56.24%
K-8 Lease	2,166,584	2,166,584	1,054,065	1,112,519	1,112,519	48.65%	48.65%
K-8 Maintenance	500,400	500,400	291,900	208,500	208,500	58.33%	58.33%
Total Receipts for Use of Facilities	2,872,659	2,872,659	1,461,632	1,411,027	1,411,027	50.88%	50.88%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 28, 2025

	Full Year Budget		YTD Actual	Amount Remaining		% of Budget	
	Original	Amended		Original	Amended	Original	Amended
<u>Investment Earnings:</u>							
Interest on Leases	10,429	10,429	-	10,429	10,429	0.00%	0.00%
Interest and Investment Income	25,000	25,000	11,360	13,640	13,640	45.44%	45.44%
Total Investment Earnings	35,429	35,429	11,360	24,069	24,069	32.06%	32.06%
<u>Miscellaneous:</u>							
TVA Impact Fee	14,364	14,364	14,525	(161)	(161)	101.12%	101.12%
Refunds and Reimbursements	-	-	42,287	(42,287)	(42,287)	0.00%	0.00%
Sale of Real Estate	-	-	-	-	-	0.00%	0.00%
Sales of Equipment and Other Items	15,000	15,000	14,197	803	803	94.65%	94.65%
Donations	58,898	58,898	80,328	(21,430)	(21,430)	136.38%	136.38%
In Lieu Sidewalk Payment Reserve	-	-	37,953	(37,953)	(37,953)	0.00%	0.00%
Police Department Programs	-	-	-	-	-	0.00%	0.00%
Miscellaneous	3,200	3,200	11,975	(8,775)	(8,775)	374.22%	374.22%
Total Miscellaneous	91,462	91,462	201,265	(109,803)	(109,803)	220.05%	220.05%
Total Revenues	14,216,852	14,216,852	10,951,145	3,265,707	3,265,707	77.03%	77.03%
<u>Expenditures:</u>							
<u>General Government:</u>							
General Administration	1,203,672	1,203,672	876,086	327,586	327,586	72.78%	72.78%
Special Appropriations	124,459	124,459	34,982	89,477	89,477	28.11%	28.11%
Capital Outlay	227,000	227,000	557,315	(330,315)	(330,315)	245.51%	245.51%
Total General Government	1,555,131	1,555,131	1,468,383	86,748	86,748	94.42%	94.42%
<u>Public Safety:</u>							
Police Department	2,287,445	2,287,445	1,458,073	829,372	829,372	63.74%	63.74%
Fire Department	905,076	905,076	603,244	301,832	301,832	66.65%	66.65%
Total Public Safety	3,192,521	3,192,521	2,061,317	1,131,204	1,131,204	64.57%	64.57%
<u>Public Works:</u>							
Streets	1,151,415	1,151,415	845,663	305,752	305,752	73.45%	73.45%
Capital Outlay	68,750	68,750	51,000	17,750	17,750	74.18%	74.18%
Total Public Works	1,220,165	1,220,165	896,663	323,502	323,502	73.49%	73.49%
<u>Fleet Maintenance</u>							
City Garage	174,478	174,478	119,090	55,388	55,388	68.26%	68.26%
Total Fleet Maintenance	174,478	174,478	119,090	55,388	55,388	68.26%	68.26%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
BUDGET AND ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 28, 2025

	Full Year Budget		YTD Actual	Amount Remaining		% of Budget	
	Original	Amended		Original	Amended	Original	Amended
<u>Public Welfare and Leisure Services:</u>							
Parks and Recreation	951,475	951,475	654,749	296,726	296,726	68.81%	68.81%
Water Park	589,625	589,625	266,146	323,479	323,479	45.14%	45.14%
Theatre (JRT)	105,000	105,000	57,183	47,817	47,817	54.46%	54.46%
Theatre (Jackson)	-	-	3,491	(3,491)	(3,491)	0.00%	0.00%
Senior Citizens	857,982	857,982	518,113	339,869	339,869	60.39%	60.39%
McKinney Center	495,875	495,875	283,046	212,829	212,829	57.08%	57.08%
Tourism	1,113,975	1,113,975	598,822	515,153	515,153	53.76%	53.76%
Capital Outlay	1,285,320	1,285,320	113,875	1,171,445	1,171,445	8.86%	8.86%
Total Public Welfare and Leisure Services	5,399,252	5,399,252	2,495,425	2,903,827	2,903,827	46.22%	46.22%
Total Expenditures	11,541,547	11,541,547	7,040,878	4,500,669	4,500,669	61.00%	61.00%
<u>Other Financing Sources(Uses):</u>							
Op. Transfer to Jackson Theatre	(175,027)	(175,027)	-	(175,027)	(175,027)	0.00%	0.00%
Op. Transfer to Capital Projects Fund	-	-	(118,363)	118,363	118,363	0.00%	0.00%
Op. Transfer to Other Funds	-	-	(83,284)	83,284	83,284	0.00%	0.00%
Loan Proceeds - Engel Property	-	-	350,000	(350,000)	(350,000)	0.00%	0.00%
Loan Proceeds - Jackson Theatre	-	-	557,991	(557,991)	(557,991)	0.00%	0.00%
Bond Proceeds - USDA - Jackson Theatre	1,200,000	1,200,000	-	1,200,000	1,200,000	0.00%	0.00%
Bond Proceeds - USDA - K-8	-	-	9,000,000	(9,000,000)	(9,000,000)	0.00%	0.00%
Debt Issuance Costs	-	-	(1,750)	1,750	1,750	0.00%	0.00%
Total Other Financing Sources (Uses)	1,024,973	1,024,973	9,704,594	(8,679,621)	(8,679,621)	946.81%	946.81%
Debt Service							
Principal Retirement	2,960,673	2,960,673	9,347,450	(6,386,777)	(6,386,777)	315.72%	315.72%
Interest and Fiscal Charges	1,229,415	1,229,415	672,964	556,451	556,451	54.74%	54.74%
Total Debt Service	4,190,088	4,190,088	10,020,414	(5,830,326)	(5,830,326)	239.15%	239.15%
Total Expenditures and Other Financing Sources (Uses)	14,706,662	14,706,662	7,356,698	7,349,964	7,349,964	50.02%	50.02%
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	(489,810)	(489,810)	3,594,447	(4,084,257)	(4,084,257)		

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PRIOR YEAR vs. CURRENT YEAR ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 29, 2024 and February 28, 2025

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>	<u>% Increase/ (Decrease)</u>
<u>Revenues:</u>				
<u>Taxes and Fees:</u>				
Property Tax (Net of Discounts, etc.)	2,501,429	2,551,543	50,114	2.0%
Property Tax - Penalty and Interest	10,232	11,394	1,162	11.4%
Received in Lieu of Taxes:			-	0.0%
Tennessee Valley Authority	35,907	35,596	(311)	-0.9%
BrightRidge	-	-	-	0.0%
Water and Sewer Funds	86,667	-	(86,667)	-100.0%
Local Sales Tax	1,973,426	1,965,890	(7,536)	-0.4%
Business Tax	58,886	55,202	(3,684)	-6.3%
Local Beer Tax	150,300	137,561	(12,739)	-8.5%
Local Liquor Tax	86,423	89,272	2,849	3.3%
Local Occupancy Tax	42,867	57,840	14,973	34.9%
Cable Franchise Fees	1,640	29,752	28,112	1714.1%
Total Taxes	4,947,777	4,934,050	(13,727)	-0.3%
<u>Licenses and Permits:</u>				
Building Permits	98,244	277,038	178,794	182.0%
Zoning Permits and Fees	2,800	13,357	10,557	377.0%
Beverage & Private Club Permits	3,000	4,946	1,946	64.9%
Stormwater Fees	-	-	-	0.0%
Other Fees and Licenses	-	-	-	0.0%
Total Licenses and Permits	104,044	295,341	191,297	183.9%
<u>Intergovernmental Revenue:</u>				
Department of Justice COPS Grant	-	-	-	0.0%
Department of Justice Bullet Proof Vest Grant	-	-	-	0.0%
State of TN Sales Tax	484,659	495,923	11,264	2.3%
State of TN Income Tax	376	-	(376)	-100.0%
State of TN Beer Tax	1,412	1,345	(67)	-4.7%
State of TN Mixed Drinks Tax	10,529	11,608	1,079	10.2%
State Street Aid	139,708	141,295	1,587	1.1%
State of TN Hwy. Mtnc.	7,593	29,562	21,969	289.3%
State of TN Street and Transit	7,157	8,776	1,619	22.6%
State of TN Excise Taxes	-	-	-	0.0%
State of TN Fire Dept. Sal. Suppl.	-	5,600	5,600	0.0%
State of TN Police Supplement	16,000	-	(16,000)	-100.0%
State of TN - Senior Center	7,616	7,746	130	1.7%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PRIOR YEAR vs. CURRENT YEAR ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 29, 2024 and February 28, 2025

	Prior Year Actual	Current Year Actual	Favorable/ (Unfavorable) Variance	% Increase/ (Decrease)
State of TN - Telecomm. Tax	3,590	3,645	55	1.5%
State of TN - Online Betting Fees	7,790	9,269	1,479	19.0%
First TN Dev District - Title IIIB Transportation	7,000	7,000	-	0.0%
First TN Dev District - Serv Coordination	29,467	31,497	2,030	6.9%
State of TN - Violent Crime Intervention	672	(4,888)	(5,560)	-827.4%
State of TN - TN Hwy Safety Grant	-	-	-	0.0%
State of TN - TDOT High Vis Law Enf Grant	-	-	-	0.0%
State of TN - Tourism Grant	40,000	-	(40,000)	-100.0%
State of TN - TDTD Grant	-	-	-	0.0%
State of TN - Trails Grant	-	2,400,000	2,400,000	0.0%
State of TN - Visitor's Center ARPA Funds	-	-	-	0.0%
Tennessee Arts Commission - Radio Show	3,552	2,868	(684)	-19.3%
Tennessee Arts Commission - Comm Play	-	-	-	0.0%
Tennessee Arts Commission - Creative Aging	-	-	-	0.0%
Washington County - Fire Department	101,250	101,250	-	0.0%
Washington County - Fire Department Special	1,358	-	(1,358)	-100.0%
Washington County - Senior Citizens	45,000	23,750	(21,250)	-47.2%
Washington County - School Project	-	-	-	0.0%
PEP Local Grants	2,000	-	(2,000)	-100.0%
McKinney Scholarship	475	-	(475)	-100.0%
Other Grants	8,000	6,674	(1,326)	-16.6%
Total Intergovernmental Revenue	925,204	3,282,920	2,357,716	254.8%
<u>Charges for Services - Culture and Recreation:</u>				
Parks and Recreation	4,667	4,548	(119)	-2.5%
Water Park	282,151	222,180	(59,971)	-21.3%
Visitor's Center	89,809	53,772	(36,037)	-40.1%
Music on the Square	12,981	10,463	(2,518)	-19.4%
Main Street	17,483	18,200	717	4.1%
Senior Center	91,996	84,343	(7,653)	-8.3%
Repertory Theatre	158,620	116,735	(41,885)	-26.4%
McKinney Center	84,795	74,840	(9,955)	-11.7%
Veteran's War Memorial	-	50	50	0.0%
Total Charges for Services - Culture and Recreation	742,502	585,131	(157,371)	-21.2%
<u>Fines and Forfeitures:</u>				
Municipal Courts - Fines and Court Costs	136,887	153,410	16,523	12.1%
Litigation Tax	11,100	10,455	(645)	-5.8%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PRIOR YEAR vs. CURRENT YEAR ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 29, 2024 and February 28, 2025

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>	<u>% Increase/ (Decrease)</u>
<u>Fines and Forfeitures (continued):</u>				
Fees	3,693	3,425	(268)	-7.3%
Defensive Driving School	10,692	12,156	1,464	13.7%
Total Fines and Forfeitures	162,372	179,446	17,074	10.5%
<u>Revenue from Use of Property</u>				
Rents from Buildings	112,771	115,667	2,896	2.6%
K-8 Lease	540,300	1,054,065	513,765	95.1%
K-8 Maintenance	-	291,900	291,900	0.0%
Total Receipts for Use of Facilities	653,071	1,461,632	808,561	123.8%
<u>Investment Earnings:</u>				
Interest on Leases	-	-	-	0.0%
Interest and Investment Income	26,922	11,360	(15,562)	-57.8%
Total Investment Earnings	26,922	11,360	(15,562)	-57.8%
<u>Miscellaneous:</u>				
TVA Impact Fee	21,547	14,525	(7,022)	-32.6%
Refunds and Reimbursements	122,571	42,287	(80,284)	-65.5%
Sale of Real Estate	-	-	-	0.0%
Sales of Equipment and Other Items	26,863	14,197	(12,666)	-47.2%
Donations	36,611	80,328	43,717	119.4%
In Lieu Sidewalk Payment Reserve	3,680	37,953	34,273	931.3%
Police Department Programs	250	-	(250)	-100.0%
Miscellaneous	4,677	11,975	7,298	156.0%
Total Miscellaneous	216,199	201,265	(14,934)	-6.9%
Total Revenues	7,778,091	10,951,145	3,173,054	40.8%
<u>Expenditures:</u>				
<u>General Government:</u>				
General Administration	885,068	876,086	8,982	-1.0%
Special Appropriations	36,982	34,982	2,000	-5.4%
Capital Outlay	219,785	557,315	(337,530)	153.6%
Total General Government	1,141,835	1,468,383	(326,548)	28.6%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PRIOR YEAR vs. CURRENT YEAR ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 29, 2024 and February 28, 2025

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>	<u>% Increase/ (Decrease)</u>
<u>Public Safety:</u>				
Police Department	1,380,720	1,458,073	(77,353)	5.6%
Fire Department	523,760	603,244	(79,484)	15.2%
Capital Outlay	115,937	-	115,937	-100.0%
Total Public Safety	<u>2,020,417</u>	<u>2,061,317</u>	<u>(40,900)</u>	<u>2.0%</u>
<u>Public Works:</u>				
Streets	649,577	845,663	(196,086)	30.2%
Capital Outlay	765,143	51,000	714,143	-93.3%
Total Public Works	<u>1,414,720</u>	<u>896,663</u>	<u>518,057</u>	<u>-36.6%</u>
<u>Fleet Maintenance</u>				
City Garage	92,789	119,090	(26,301)	28.3%
Total Fleet Maintenance	<u>92,789</u>	<u>119,090</u>	<u>(26,301)</u>	<u>28.3%</u>
<u>Public Welfare and Leisure Services:</u>				
Parks and Recreation	360,500	654,749	(294,249)	81.6%
Water Park	292,601	266,146	26,455	-9.0%
Theatre (JRT)	76,360	57,183	19,177	-25.1%
Theatre (Jackson)	154	3,491	(3,337)	2166.9%
Senior Citizens	483,496	518,113	(34,617)	7.2%
McKinney Center	240,471	283,046	(42,575)	17.7%
Tourism	514,652	598,822	(84,170)	16.4%
Capital Outlay	1,133,329	113,875	1,019,454	-90.0%
Total Public Welfare and Leisure Services	<u>3,101,563</u>	<u>2,495,425</u>	<u>606,138</u>	<u>-19.5%</u>
Total Expenditures	<u>7,771,324</u>	<u>7,040,878</u>	<u>730,446</u>	<u>-9.4%</u>
<u>Other Financing Sources(Uses):</u>				
Op. Transfer to Jackson Theatre	-	-	-	0.0%
Op. Transfer to Capital Projects Fund	-	(118,363)	(118,363)	0.0%
Op. Transfer to Other Funds	-	(83,284)	(83,284)	0.0%
Loan Proceeds - 2023 Capital Outlay Note	1,000,000	-	(1,000,000)	-100.0%
Loan Proceeds - Tiger Park Interim Loan	2,000,000	-	(2,000,000)	-100.0%
Loan Proceeds - Engel Property	-	350,000	350,000	0.0%

TOWN OF JONESBOROUGH, TENNESSEE
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
PRIOR YEAR vs. CURRENT YEAR ACTUAL - YEAR-TO-DATE
For the Eight Months Ended February 29, 2024 and February 28, 2025

	<u>Prior Year Actual</u>	<u>Current Year Actual</u>	<u>Favorable/ (Unfavorable) Variance</u>	<u>% Increase/ (Decrease)</u>
<u>Other Financing Sources(Uses) continued:</u>				
Loan Proceeds - Jackson Theatre	348,280	557,991	209,711	60.2%
Bond Proceeds - USDA - Jackson Theatre	2,832,100	-	(2,832,100)	-100.0%
Bond Proceeds - USDA - K-8	-	9,000,000	9,000,000	0.0%
Debt Issuance Costs	(9,500)	(1,750)	7,750	-81.6%
Total Other Financing Sources (Uses)	<u>6,170,880</u>	<u>9,704,594</u>	<u>3,533,714</u>	<u>57.3%</u>
Debt Service				
Principal Retirement	2,889,246	9,347,450	(6,458,204)	223.5%
Interest and Fiscal Charges	<u>439,343</u>	<u>672,964</u>	<u>(233,621)</u>	<u>53.2%</u>
Total Debt Service	<u>3,328,589</u>	<u>10,020,414</u>	<u>(6,691,825)</u>	<u>201.0%</u>
Total Expenditures and Other Financing Sources (Uses)	<u>4,929,033</u>	<u>7,356,698</u>	<u>(2,427,665)</u>	<u>49.3%</u>
Excess (Deficiency) of Revenues and Other Financing Sources Over (Under) Expenditures and Other Financing Uses	2,849,058	3,594,447	745,389	26.2%

Template Name:
Created by:

LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time:

Janet Jennings
3/11/2025 9:49 AM
Page 1 of 5

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	% UnRealized
					Unrealized	
31100	Property Taxes (Current)	2,699,055.00	(563,392.00)	(2,527,157.00)	171,898.00	6.37%
31120	Public Utilities Property Tax (Current)	33,867.00	(21,409.00)	(24,387.00)	9,480.00	27.99%
31210	Real And Personal Prop Tax Prior Year	80,218.00	0.00	0.00	80,218.00	100.00%
31310	Inter And Penalty On Prop Taxes (Current)	17,000.00	(3,409.34)	(11,393.53)	5,606.47	32.98%
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	71,463.00	0.00	(35,595.92)	35,867.08	50.19%
31520	TVA Impact Payment	14,364.00	0.00	(14,525.48)	(161.48)	-1.12%
31600	Local Option Sales Tax	3,094,600.00	(273,278.72)	(1,965,889.99)	1,128,710.01	36.47%
31710	Wholesale Beer Tax	230,000.00	(7,588.79)	(137,561.31)	92,438.69	40.19%
31720	Wholesale Liquor Tax	125,000.00	(10,002.18)	(89,271.72)	35,728.28	28.58%
31800	Business Taxes	206,000.00	(28,944.97)	(55,201.91)	150,798.09	73.20%
31870	Hotel/Motel Tax	58,000.00	(4,079.71)	(49,542.52)	8,457.48	14.58%
31912	Cable TV Franchise Tax	83,000.00	(14,013.08)	(29,751.63)	53,248.37	64.15%
32200	Alcoholic Beverage Fees/Applications	5,000.00	(100.00)	(4,945.91)	54.09	1.08%
32610	Building Permits	263,000.00	(16,837.08)	(277,037.56)	(14,037.56)	-5.34%
32661	Rezoning/Plan Review/Variance Fee	6,500.00	(200.00)	(13,357.00)	(6,857.00)	-105.49%
33490	Other State Grants	30,000.00	0.00	0.00	30,000.00	100.00%
33490	Other State Grants	0.00	0.00	(2,400,000.00)	(2,400,000.00)	No Budget
33491	State Revenue	13,050.00	(1,106.50)	(7,745.50)	5,304.50	40.65%
33510	State Sales Tax	729,000.00	(71,898.68)	(495,923.10)	233,076.90	31.97%
33530	State Beer Tax	2,700.00	0.00	(1,345.39)	1,354.61	50.17%
33535	State Telecommunication Tax	5,900.00	(504.05)	(3,644.96)	2,255.04	38.22%
33536	State Local Occupancy Tax	12,500.00	(1,260.83)	(8,296.85)	4,203.15	33.63%
33540	State Alcoholic Beverage Tax	16,000.00	(1,501.18)	(11,608.50)	4,391.50	27.45%
33550	State Street Aid	205,000.00	(17,405.75)	(141,295.47)	63,704.53	31.08%
33552	State-City Streets And Transportation	12,500.00	(1,100.40)	(8,776.23)	3,723.77	29.79%
33570	State Maintenance Reimbursement	21,000.00	(16,863.21)	(29,562.20)	(8,562.20)	-40.77%
33580	State Sports Betting	11,700.00	(4,018.56)	(9,268.85)	2,431.15	20.78%
33590	Other State Revenue Allocations	1,000,000.00	0.00	0.00	1,000,000.00	100.00%
33593	Corporate Excise Tax	80,000.00	0.00	0.00	80,000.00	100.00%

Template Name:
Created by:

LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time:

Janet Jennings
3/11/2025 9:49 AM
Page 2 of 5

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	% UnRealized
33600	State Police Training Supplement	16,500.00	0.00	0.00	16,500.00	100.00%
33601	State Fire Training Supplement	6,400.00	(5,600.00)	(5,600.00)	800.00	12.50%
33602	State Police Supplement	0.00	0.00	0.00	0.00	No Budget
33711	County Revenue	48,000.00	0.00	(23,750.00)	24,250.00	50.52%
34741	Parks and Recreation Programming	0.00	0.00	(130.00)	(130.00)	No Budget
34901	Stormwater Fees	24,000.00	0.00	0.00	24,000.00	100.00%
36210	Rent	0.00	0.00	(300.00)	(300.00)	No Budget
36351	Refunds and Reimbursements	0.00	0.00	(13,772.69)	(13,772.69)	No Budget
36705	Advertising/Sponsorship	0.00	0.00	(1,129.46)	(1,129.46)	No Budget
36710	Contri And Donations-Businesses	0.00	0.00	(5,500.00)	(5,500.00)	No Budget
36710	Contri And Donations-Businesses	0.00	0.00	(250.00)	(250.00)	No Budget
36720	Contri And Donations-Organizations	12,170.00	0.00	0.00	12,170.00	100.00%
36900	Other Financing Sources	1,200,000.00	0.00	0.00	1,200,000.00	100.00%
36907	Loan Proceeds - Bk of TN - Engel	0.00	0.00	(350,000.00)	(350,000.00)	No Budget
36921	Bond Proceeds - USDA	0.00	0.00	(9,000,000.00)	(9,000,000.00)	No Budget
38100	Other Programs	80,000.00	0.00	0.00	80,000.00	100.00%
38101	Title IIIB Transportation	12,000.00	(1,000.00)	(7,000.00)	5,000.00	41.67%
38102	Service Coordination Funds	53,392.00	(4,446.88)	(31,496.55)	21,895.45	41.01%
38104	United Way Funding	6,000.00	0.00	(4,500.00)	1,500.00	25.00%
38106	Health Promo & Class Revenue	47,500.00	(5,785.00)	(44,991.00)	2,509.00	5.28%
38107	Rental Revenue	900.00	0.00	(700.00)	200.00	22.22%
38108	Membership Dues	25,000.00	(1,541.40)	(12,948.82)	12,051.18	48.20%
38109	My Ride Fees	5,900.00	(145.00)	(2,405.00)	3,495.00	59.24%
38110	Veterans War Memorial Project	0.00	0.00	(50.00)	(50.00)	No Budget
38111	Pep Safety Grant-Employee Welines	2,000.00	0.00	0.00	2,000.00	100.00%
38112	Pep Driver Safety Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38113	Tree & Townscape Spec.Proj.Revenu	0.00	0.00	(20.00)	(20.00)	No Budget
38114	Washington County Fire Funds	135,000.00	(33,750.00)	(101,250.00)	33,750.00	25.00%
38117	Visitor Center - Auditorium Rent	15,000.00	(3,392.50)	(12,860.71)	2,139.29	14.26%
38118	Visitor Center Gift Shop	55,000.00	(2,436.44)	(26,564.35)	28,435.65	51.70%
38119	Visitor Center Miscellaneous	8,000.00	14,706.08	(14,145.70)	(6,145.70)	-76.82%

Template Name:
Created by:

LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time:

Janet Jennings
3/11/2025 9:49 AM
Page 3 of 5

Fund : 110 General Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
38120	Visitor Center - Special Program	24,500.00	(4,261.87)	(13,062.05)	11,437.95	46.69%
38121	Gazebo Rental	350.00	0.00	0.00	350.00	100.00%
38122	Recreation Events/Special Program	7,500.00	0.00	(3,289.21)	4,210.79	56.14%
38125	Music On The Square Revenues	48,000.00	(129.81)	(10,462.99)	37,537.01	78.20%
38127	Repertory Theatre/Jpac	52,000.00	(17,881.82)	(78,567.36)	(26,567.36)	-51.09%
38127	Repertory Theatre/Jpac	0.00	0.00	1,110.38	1,110.38	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	(1,675.00)	(7,915.00)	(7,915.00)	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	(281.80)	1,088.09	1,088.09	No Budget
38127	Repertory Theatre/Jpac	0.00	(2,000.00)	(2,840.00)	(2,840.00)	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	(4,840.00)	(4,840.00)	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	1,225.83	1,225.83	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	1,525.00	1,525.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	1,125.00	1,125.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	Repertory Theatre/Jpac	0.00	(725.00)	(3,480.25)	(3,480.25)	No Budget
38127	Repertory Theatre/Jpac	0.00	(145.16)	(145.16)	(145.16)	No Budget
38128	Jrt Players Education Program	50,000.00	6,398.34	(25,121.87)	24,878.13	49.76%
38130	Story Town Radio Show Revenue	17,500.00	(1,915.09)	(16,634.38)	865.62	4.95%
38131	Jrt Don Squibb Scholarship Progra	3,000.00	(675.00)	100.00	3,100.00	103.33%
38132	Main Street Usa Revenues	2,500.00	(170.59)	(792.62)	1,707.38	68.30%

Template Name:
Created by:

LOC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time:

Janet Jennings
3/11/2025 9:49 AM
Page 4 of 5

Fund : 110 General Fund		Monthly Comparative			
		Total Estimated	MTD Realized	YTD Realized	Unrealized % Unrealized
38133	Main St.Brews & Tunes Revenues	12,000.00	0.00	(3,290.00)	8,710.00 72.58%
38134	Main St.Jonesborough Days Revenue	35,000.00	(45.66)	(14,116.94)	20,883.06 59.67%
38135	Season Passes	33,100.00	0.00	(1,887.58)	31,212.42 94.30%
38136	Facility Rental	37,500.00	0.00	(23,080.05)	14,419.95 38.45%
38137	Daily Admissions	310,000.00	0.00	(152,004.92)	157,995.08 50.97%
38138	Concessions	95,000.00	(148.12)	(43,948.90)	51,051.10 53.74%
38139	Merchandise Sales	3,500.00	0.00	0.00	3,500.00 100.00%
38140	Tube Rentals	9,400.00	0.00	0.00	9,400.00 100.00%
38141	Snowball Sales	3,000.00	0.00	(1,141.49)	1,858.51 61.95%
38142	Swim Lessons/Cpr Training	3,500.00	0.00	(117.27)	3,382.73 96.65%
38143	Police Fines	160,000.00	(13,728.00)	(106,986.20)	53,013.80 33.13%
38144	Police Fines - Cameras	53,000.00	0.00	(45,376.59)	7,623.41 14.38%
38145	General Sessions Court Fines	6,800.00	(85.84)	(1,047.17)	5,752.83 84.60%
38146	Litigation Tax	18,500.00	(390.66)	(10,454.76)	8,045.24 43.49%
38147	Defensive Driving School Revenue	18,000.00	(1,032.00)	(12,156.00)	5,844.00 32.47%
38148	Shop With Cop Program	29,000.00	250.00	(60,379.63)	(31,379.63) -108.21%
38149	Driving School Tech Fees	2,250.00	(168.00)	(1,284.00)	966.00 42.93%
38150	Ps Electronic Citation Fee Reserv	3,500.00	(236.00)	(1,640.00)	1,860.00 53.14%
38151	Doj Bullet Proof Vests Grant	5,000.00	0.00	0.00	5,000.00 100.00%
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)	(501.00)	499.00 49.90%
38155	Jonesborough Cops For Kids	0.00	0.00	(1,100.00)	(1,100.00) No Budget
38156	Paws In Blue Canine Revenue Cont	8,000.00	0.00	(8,000.00)	0.00 0.00%
38157	Mckinney Center - Rental Fees	12,000.00	(1,620.00)	(10,111.70)	1,888.30 15.74%
38158	Mbm Prog.-Donations	0.00	0.00	(598.47)	(598.47) No Budget
38159	Mary Martin-Education Fees	75,000.00	(15,979.04)	(55,598.76)	19,401.24 25.87%

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time: Janet Jennings
3/11/2025 9:49 AM
Page 5 of 5

Fund : 110 General Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
38160	McKinney Scholarship Fund Revenue	5,000.00	0.00	0.00	5,000.00	100.00%
38161	McKinney Center Membership Revenue	2,000.00	(845.66)	(2,607.43)	(607.43)	-30.37%
38162	Tac Grant-Story Town Radio Show	8,880.00	0.00	(2,868.00)	6,012.00	67.70%
38165	Tac Grant Comm.Play Creative Plac	2,500.00	0.00	0.00	2,500.00	100.00%
38167	Interest Earned	25,000.00	0.00	(11,359.85)	13,640.15	54.56%
38168	Post Office Rent	78,489.00	(7,333.99)	(51,337.93)	27,151.07	34.59%
38169	Lease Revenue	61,436.00	(5,195.19)	(41,055.83)	20,380.17	33.17%
38169	Lease Revenue	2,166,584.00	0.00	(1,054,065.00)	1,112,519.00	51.35%
38170	Miscellaneous Revenue	0.00	(69.32)	(9,142.46)	(9,142.46)	No Budget
38172	Auction Proceeds - Surplus Equip	15,000.00	0.00	(14,196.50)	803.50	5.36%
38173	In Lieu Sidewalk Payment Reserve	0.00	0.00	(37,953.00)	(37,953.00)	No Budget
38174	Special Projects Re	55,000.00	0.00	(23,298.15)	31,701.85	57.64%
38175	Keep Jonesborough Beautiful Revenue	0.00	0.00	(125.00)	(125.00)	No Budget
38176	Flag Replacement Revenue	200.00	0.00	(2,350.00)	(2,150.00)	-1075.00%
38177	Chuckey Depot Museum Revenue	3,000.00	0.00	(337.85)	2,662.15	88.74%
38184	Proceeds-Interim Loan-Jackson Tht	0.00	0.00	(557,991.23)	(557,991.23)	No Budget
38191	Insurance Recoveries	0.00	(3,352.40)	(28,514.12)	(28,514.12)	No Budget
38193	East TN Foundation - Hope in Action Grant	3,728.00	0.00	0.00	3,728.00	100.00%
38194	Visitor Center - Ticket Surcharge	55,000.00	0.00	0.00	55,000.00	100.00%
38203	Other Grant Revenue	2,150.00	0.00	0.00	2,150.00	100.00%
38203	Other Grant Revenue	0.00	0.00	(2,345.24)	(2,345.24)	No Budget
38203	Other Grant Revenue	0.00	0.00	(1,297.72)	(1,297.72)	No Budget
38203	Other Grant Revenue	0.00	0.00	(3,031.05)	(3,031.05)	No Budget
38206	PEP Property Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38208	Violent Crime Intervention Grant	8,477.00	0.00	4,887.89	13,364.89	157.66%
38209	Interest - Leases	10,429.00	0.00	0.00	10,429.00	100.00%
38210	Washington Co Contrib for K-8	500,400.00	0.00	(291,900.00)	208,500.00	41.67%
Total For Fund: 110		15,416,852.00	(1,175,806.85)	(20,859,136.30)	(5,442,284.30)	-35.30%

Template Name: LGC
Created by:

Town of Jonesborough
Statement of Revenues - City
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:48 PM
Page 6 of 11

Fund : 131 Solid Waste Management Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
34312	Equipment Rental Charges	4,000.00	0.00	(150.00)	3,850.00	96.25%
34410	Solid Waste Collection Charges	873,490.00	(70,238.26)	(570,560.06)	302,929.94	34.68%
34426	Solid Waste Service Charges	16,000.00	(1,200.00)	(13,378.49)	2,621.51	16.38%
34427	Tote Cart/Dumpster Charges	500.00	(168.00)	(672.00)	(172.00)	-34.40%
34428	Bagster Bag Charges	1,500.00	0.00	(397.00)	1,103.00	73.53%
34454	Sale Of Recyclable Materials	0.00	(291.60)	(1,756.70)	(1,756.70)	No Budget
34455	Sale of Compost/Mulch	10,500.00	(43.75)	(2,926.06)	7,573.94	72.13%
36351	Refunds and Reimbursements	0.00	0.00	(372.42)	(372.42)	No Budget
36529	Auction Proceeds	0.00	0.00	0.00	0.00	No Budget
36901	Loan Proceeds	479,069.00	(479,069.00)	(479,069.00)	0.00	0.00%
38170	Miscellaneous Revenue	0.00	0.00	0.00	0.00	No Budget
38172	Auction Proceeds - Surplus Equip	0.00	0.00	(2,615.66)	(2,615.66)	No Budget
Total For Fund: 131		1,385,059.00	(551,010.61)	(1,071,897.39)	313,161.61	22.61%

Template Name: LGC
Created by:

Town of Jonesborough
Statement of Revenues - City
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:48 PM
Page 7 of 11

Fund : 171 Jackson Theatre Fund		Monthly Comparative			66.67%	
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
34751	Auditorium Rental Revenue	20,000.00	(500.00)	(2,815.00)	17,185.00	85.93%
34752	Ticket Sales	418,709.00	(10,769.97)	(49,477.95)	369,231.05	88.18%
34753	Ticket Sales - Preservation Fee	30,000.00	(1,040.00)	(2,923.00)	27,077.00	90.26%
34755	Concessions Revenue	17,446.00	(1,323.83)	(11,819.19)	5,626.81	32.25%
34756	Merchandise Sales	0.00	(46.00)	(1,655.30)	(1,655.30)	No Budget
36705	Advertising/Sponsorship	20,000.00	0.00	0.00	20,000.00	100.00%
36710	Contri And Donations-Businesses	0.00	0.00	(2,100.00)	(2,100.00)	No Budget
36720	Contri And Donations-Organizations	0.00	0.00	(5,000.00)	(5,000.00)	No Budget
36730	Contri And Donations-Individuals	0.00	(1,467.61)	(5,987.30)	(5,987.30)	No Budget
36961	Operating Tran In From Gen Fund	175,027.00	(8,272.34)	(83,283.58)	91,743.42	52.42%
Total For Fund: 171		681,182.00	(23,419.75)	(165,061.32)	516,120.68	75.77%

Template Name: LGC
Created by:

Town of Jonesborough
Statement of Revenues - City
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:48 PM
Page 8 of 11

Fund : 311 K-8 Capital Project Fund		Monthly Comparative		66.67%	
		Total Estimated	MTD Realized	YTD Realized	% UnRealized
36961	Operating Tran In From Gen Fund	0.00	0.00	(111,530.56)	No Budget
Total For Fund: 311		0.00	0.00	(111,530.56)	100.00%

Template Name:
Created by:

LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time:

Janet Jennings
3/10/2025 2:48 PM
Page 9 of 11

Fund : 334 Health Reimbursement Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% Unrealized
36992	110 HRA Contributions	0.00	(2,730.00)	(21,840.00)	(21,840.00)	No Budget
36992	131 HRA Contributions	0.00	(750.00)	(6,000.00)	(6,000.00)	No Budget
36992	413 HRA Contributions	0.00	(2,310.00)	(18,480.00)	(18,480.00)	No Budget
Total For Fund: 334		0.00	(5,790.00)	(46,320.00)	(46,320.00)	100.00%

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:48 PM
Page 10 of 11

Fund : 413 Water & Sewer Fund		Monthly Comparative			
		Total Estimated	MTD Realized	YTD Realized	% UnRealized
33101	2021 EDA Indust Park Grant	260,000.00	0.00	0.00	100.00%
33401	TN Direct Local ARPA Funds	191,659.00	0.00	0.00	100.00%
33493	State - FEMA Reimbursements	173,999.00	0.00	0.00	100.00%
36100	Interest Earnings	8,000.00	0.00	(4,112.62)	48.59%
36351	Refunds and Reimbursements	0.00	0.00	(5,139.49)	No Budget
36721	Cap Contr-Wash Cnty-W/L Proj	0.00	0.00	(607,197.75)	No Budget
37110	Metered Water Sales	7,231,969.00	(625,432.73)	(5,062,423.06)	30.00%
37115	Collection on Delinquent Accounts	0.00	0.00	(185.06)	No Budget
37151	Disconnect Fees	37,600.00	(2,303.53)	(27,188.33)	27.69%
37152	Service Charges	53,000.00	(3,950.00)	(35,250.00)	33.49%
37196	Water Tap Fees	460,000.00	(46,900.00)	(494,550.00)	-7.51%
37196	Water Tap Fees	0.00	2,000.00	(43,000.00)	No Budget
37197	Water Line Extension Charges	100,000.00	0.00	0.00	100.00%
37210	Sewer Charges	1,927,686.00	(167,856.54)	(1,324,330.16)	31.30%
37220	Sewer Tap Inspection Fees	3,600.00	(100.00)	(5,825.00)	-61.81%
37296	Sewer Tap Fees	225,000.00	(8,000.00)	(59,975.00)	-26.66%
37726	Gain on Sale of Capital Assets	10,000.00	0.00	0.00	100.00%
38170	Miscellaneous Revenue	0.00	0.00	(532.71)	No Budget
Total For Fund: 413		10,682,513.00	(852,542.80)	(7,894,709.18)	26.10%

Template Name:
Created by:

LGC

Town of Jonesborough
Statement of Revenues - City
February 2025

User:
Date/Time:

Janet Jennings
3/10/2025 2:48 PM
Page 11 of 11

Fund : 619 Drug Enforcement Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
35140	Drug Related Fines	2,000.00	(90.82)	(2,497.09)	(497.09)	-24.85%
36529	Auction Proceeds	4,000.00	0.00	(31,870.00)	(27,870.00)	-696.75%
36571	Property Forfeitures	1,500.00	0.00	0.00	1,500.00	100.00%
36990	Miscellaneous Revenues	2,000.00	0.00	0.00	2,000.00	100.00%
Total For Fund: 619		9,500.00	(90.82)	(34,367.09)	(24,867.09)	-261.76%

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 1 of 61

Fund : 110			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41500	General Administration							
121		Salaries and Wages	(461,748.00)	(461,748.00)	299,498.01	(162,249.99)	64.86%	34,832.94
			0.00		0.00			0.00
121	100		0.00	0.00	1,017.14	1,017.14	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	73.56	73.56	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00
141		Oasi (Employer's Share)	(35,324.00)	(35,324.00)	21,786.49	(13,537.51)	61.68%	2,571.67
			0.00		0.00			0.00
142			(60,093.00)	(60,093.00)	39,638.37	(20,454.63)	65.96%	670.01
		Hospital And Health Insurance	0.00		0.00			0.00
143	100		0.00	0.00	61.03	61.03	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
143		Employee Retirement Plan	(25,539.00)	(25,539.00)	16,051.35	(9,487.65)	62.85%	1,912.27
			0.00		0.00			0.00
146			(4,700.00)	(4,700.00)	0.00	(4,700.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(168.00)	(168.00)	180.18	12.18	107.25%	39.05
		Unemployment Insurance	0.00		0.00			0.00
148			0.00	0.00	175.19	175.19	No Budget	0.00
		Employee Education And Training	0.00		0.00			0.00
166			(11,200.00)	(11,200.00)	6,475.00	(4,725.00)	57.81%	700.00
		Municipal Judge	0.00		0.00			0.00
167			(2,000.00)	(2,000.00)	0.00	(2,000.00)	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			(4,200.00)	(4,200.00)	1,148.76	(3,051.24)	27.35%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	1,950.35	(49.65)	97.52%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00

Template Name:
Created by: IGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 2 of 61

Fund : 110				Monthly Comparative:		66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
236		Public Relation	(8,000.00) 0.00	(8,000.00)	4,000.00 0.00	(4,000.00)	50.00%	500.00 0.00
239		MTAS/TML Fees	(3,500.00) 0.00	(3,500.00)	3,312.00 0.00	(188.00)	94.63%	0.00 0.00
241		Electric	(15,000.00) 0.00	(15,000.00)	10,745.86 0.00	(4,254.14)	71.64%	1,689.92 0.00
242		Water	(1,600.00) 0.00	(1,600.00)	471.15 0.00	(1,128.85)	29.45%	72.17 0.00
245		Telephone And Other Communication Services	(12,500.00) 0.00	(12,500.00)	7,999.36 0.00	(4,500.64)	63.99%	1,243.92 0.00
248		GPS Services	(500.00) 0.00	(500.00)	848.19 0.00	348.19	169.64%	121.17 0.00
250		Professional Entertainment	0.00 0.00	0.00	790.03 0.00	790.03	No Budget	748.08 0.00
251		Medical Services	(2,600.00) 0.00	(2,600.00)	1,807.59 0.00	(792.41)	69.52%	284.05 0.00
252		Legal Services	(60,000.00) 0.00	(60,000.00)	45,217.84 0.00	(14,782.16)	75.36%	5,815.48 0.00
253		Accounting And Auditing Services	(29,000.00) 0.00	(29,000.00)	29,042.00 0.00	42.00	100.14%	0.00 0.00
255		Data Processing Services	(70,000.00) 0.00	(70,000.00)	36,724.35 0.00	(33,275.65)	52.46%	0.00 0.00
256		Engineering Services	(35,000.00) 0.00	(35,000.00)	31,740.00 0.00	(3,260.00)	90.69%	7,645.00 0.00
261		Repair And Maintenance Motor Vehicles	(3,000.00) 0.00	(3,000.00)	814.01 0.00	(2,185.99)	27.13%	86.53 0.00
262		Repair And Maintenance Equipment	(500.00) 0.00	(500.00)	0.00 0.00	(500.00)	0.00%	0.00 0.00
266		Repair And Maintenance Buildings	(15,000.00) 0.00	(15,000.00)	10,040.22 0.00	(4,959.78)	66.93%	941.50 0.00

Template Name: IGC
Created by:

**Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025**

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 3 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
267		Repair And Maintenance Buildings - ISC Bldg	(5,000.00)	(5,000.00)	589.91	(4,410.09)	11.80%	0.00
			0.00		0.00			0.00
270			0.00	0.00	110.00	110.00	No Budget	0.00
		Repair And Maintenance Surplus Vehicles &	0.00		0.00			0.00
279			(5,500.00)	(5,500.00)	330.00	(5,170.00)	6.00%	55.00
		Website Maintenance	0.00		0.00			0.00
288			(6,500.00)	(6,500.00)	120.00	(6,380.00)	1.85%	120.00
		Travel/Training/Car Allowance	0.00		0.00			0.00
290			(24,000.00)	(24,000.00)	20,096.20	(3,903.80)	83.73%	45.20
		Other Contracted Services	0.00		0.00			0.00
297			(2,500.00)	(2,500.00)	289.79	(2,210.21)	11.59%	0.00
		Veterans Memorial	0.00		0.00			0.00
311			(6,000.00)	(6,000.00)	2,728.23	(3,271.77)	45.47%	472.85
		Office Supplies	0.00		0.00			0.00
312			(9,000.00)	(9,000.00)	1,372.34	(7,627.66)	15.25%	389.00
		Small Items Of Equipment	0.00		0.00			0.00
313			(2,000.00)	(2,000.00)	1,222.93	(777.07)	61.15%	641.42
		Stationary/Forms	0.00		0.00			0.00
323			(18,000.00)	(18,000.00)	11,194.96	(6,805.04)	62.19%	0.00
		Food	0.00		0.00			0.00
324			(4,200.00)	(4,200.00)	2,694.51	(1,505.49)	64.16%	234.00
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(2,000.00)	(2,000.00)	1,091.88	(908.12)	54.59%	84.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(7,500.00)	(7,500.00)	759.36	(6,740.64)	10.12%	87.49
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(700.00)	(700.00)	1,122.08	422.08	160.30%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
336			(2,300.00)	(2,300.00)	0.00	(2,300.00)	0.00%	0.00
		Municipal Judge Supplies	0.00		0.00			0.00

Template Name: 160
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 4 of 61

Fund : 110

Fund : 110					Monthly Comparative:		66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
390			(4,500.00)	(4,500.00)	2,665.49	(1,834.51)	59.23%	251.37
	Miscellaneous Supplies		0.00		0.00			0.00
520			(164,200.00)	(164,200.00)	147,290.91	(16,909.09)	89.70%	0.00
	Property/Liability Insurance		0.00		0.00			0.00
535			(45,000.00)	(45,000.00)	26,274.35	(18,725.65)	58.39%	3,025.99
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
555			(3,000.00)	(3,000.00)	2,629.66	(370.34)	87.66%	0.00
	Bank Service Charges		0.00		0.00			0.00
591			0.00	0.00	1,177.00	1,177.00	No Budget	1,177.00
	Property Taxes		0.00		0.00			0.00
595			(15,000.00)	(15,000.00)	19,330.00	4,330.00	128.87%	12,397.00
	Tax Relief Program		0.00		0.00			0.00
620			(80,800.00)	(80,800.00)	46,776.83	(34,023.17)	57.89%	0.00
	RDA27		0.00		0.00			0.00
620			0.00	0.00	8,402,995.63	8,402,995.63	No Budget	0.00
	Note Principal		0.00		0.00			0.00
620			0.00	0.00	0.00	0.00	No Budget	0.00
	RDA26		0.00		0.00			0.00
620			0.00	0.00	0.00			0.00
	Note Principal		0.00		0.00			0.00
620			(260,328.00)	(260,328.00)	150,631.95	(109,696.05)	57.86%	0.00
	RDA24		0.00		0.00			0.00
620			0.00	0.00	9,151.65	9,151.65	No Budget	3,759.47
	Note Principal		0.00		0.00			0.00
620			(105,717.00)	(105,717.00)	61,170.34	(44,546.66)	57.86%	0.00
	RDA22		0.00		0.00			0.00
620			(188,534.00)	(188,534.00)	109,145.94	(79,388.06)	57.89%	0.00
	Note Principal		0.00		0.00			0.00
620			(42,835.00)	(42,835.00)	0.00	(42,835.00)	0.00%	0.00
	RDA1		0.00		0.00			0.00
620			(123,000.00)	(123,000.00)	123,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
620			(233,429.00)	(233,429.00)	0.00	(233,429.00)	0.00%	0.00
	RDA		0.00		0.00			0.00
620			0.00	0.00	0.00	0.00	0.00%	0.00
	Note Principal		0.00		0.00			0.00

Template Name: 100
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 5 of 61

Fund : 110			Monthly Comparative:			66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
620			(1,200,000.00)	(1,200,000.00)	0.00	(1,200,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
620	RDA23		0.00	0.00	57,700.31	57,700.31	No Budget	0.00
	Note Principal		0.00		0.00			0.00
620	COMMF		(61,753.00)	(61,753.00)	40,983.21	(20,769.79)	66.37%	5,164.38
	Note Principal		0.00		0.00			0.00
620	RDA25		(261,650.00)	(261,650.00)	151,396.58	(110,253.42)	57.86%	0.00
	Note Principal		0.00		0.00			0.00
620	CAP23		(71,261.00)	(71,261.00)	46,822.34	(24,438.66)	65.71%	5,889.70
	Note Principal		0.00		0.00			0.00
640	ENGEL		0.00	0.00	6,770.90	6,770.90	No Budget	2,609.55
	Interest On Notes		0.00		0.00			0.00
640	MUNIB		(12,954.00)	(12,954.00)	7,159.50	(5,794.50)	55.27%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA27		(61,760.00)	(61,760.00)	36,383.17	(25,376.83)	58.91%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA24		(214,836.00)	(214,836.00)	126,547.05	(88,288.95)	58.90%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA23		0.00	0.00	50,839.69	50,839.69	No Budget	0.00
	Interest On Notes		0.00		0.00			0.00
640	COMMF		(87,671.00)	(87,671.00)	58,632.79	(29,038.21)	66.88%	7,287.62
	Interest On Notes		0.00		0.00			0.00
640	RDA		(200,103.00)	(200,103.00)	0.00	(200,103.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA28		(144,106.00)	(144,106.00)	84,894.06	(59,211.94)	58.91%	0.00
	Interest On Notes		0.00		0.00			0.00
640	CAP23		(29,756.00)	(29,756.00)	20,522.38	(9,233.62)	68.97%	2,528.39
	Interest On Notes		0.00		0.00			0.00
640	RDA1		(69,317.00)	(69,317.00)	0.00	(69,317.00)	0.00%	0.00
	Interest On Notes		0.00	0.00	0.00			0.00
640	RDA26		0.00	0.00	0.00	0.00	No Budget	0.00
	Interest On Notes		0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 6 of 61

Fund : 110				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	K8PK		0.00	0.00	51,088.89	51,088.89	No Budget	12,455.56
	Interest On Notes		0.00		0.00			0.00
640	RDA25		(215,926.00)	(215,926.00)	127,189.42	(88,736.58)	58.90%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA22		(87,243.00)	(87,243.00)	51,389.66	(35,853.34)	58.90%	0.00
	Interest On Notes		0.00		0.00			0.00
641			0.00	0.00	515.90	515.90	No Budget	0.00
	Fiscal Agent Fees		0.00		0.00			0.00
660			(2,000.00)	(2,000.00)	1,750.00	(250.00)	87.50%	0.00
	Debt Issuance Costs		0.00		0.00			0.00
732			0.00	0.00	2,500.00	2,500.00	No Budget	0.00
	Compensation For Damages		0.00		0.00			0.00
760			(175,027.00)	(175,027.00)	83,283.58	(91,743.42)	47.58%	8,272.34
	Transfer To Other Funds		0.00		0.00			0.00
764			0.00	0.00	118,362.75	118,362.75	No Budget	0.00
	Transfer to Capital Projects Fund		0.00		0.00			0.00
801			(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
	Library Appropriation		0.00		0.00			0.00
802			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	NE TN Tourism Appropriation		0.00		0.00			0.00
803			(50,000.00)	(50,000.00)	33,333.36	(16,666.64)	66.67%	4,166.67
	WC Museum/Heritage Alliance Appro		0.00		0.00			0.00
804			(4,500.00)	(4,500.00)	2,034.08	(2,465.92)	45.20%	158.12
	Building Inspection		0.00		0.00			0.00
805			(6,000.00)	(6,000.00)	5,893.65	(106.35)	98.23%	877.25
	Dirty Street Fighters		0.00		0.00			0.00
806			(1,649.00)	(1,649.00)	1,649.00	0.00	100.00%	0.00
	FT.D.D. Appropriation		0.00		0.00			0.00
807			(7,310.00)	(7,310.00)	0.00	(7,310.00)	0.00%	0.00
	FT.H.R.A. Appro		0.00		0.00			0.00

Template Name: 100
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 7 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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
815			0.00	0.00	3,110.52	3,110.52	No Budget	449.99
	Main Street Jones.Program Exp		0.00		0.00			0.00
817			0.00	0.00	848.38	848.38	No Budget	50.05
	Main St.-Jonesborough Days		0.00		0.00			0.00
910			0.00	0.00	350,299.50	350,299.50	No Budget	0.00
	Land		0.00		0.00			0.00
931	906		0.00	0.00	45,965.00	45,965.00	No Budget	0.00
	Roads, Street, And Parking Lots		0.00		0.00			0.00
946			0.00	0.00	5,250.00	5,250.00	No Budget	0.00
	Computer Software		0.00		0.00			0.00
991			(10,000.00)	(10,000.00)	5,000.00	(5,000.00)	50.00%	0.00
	Facade Renovation		0.00		0.00			0.00
992			(217,000.00)	(217,000.00)	150,800.00	(66,200.00)	69.49%	47,000.00
	Street/Solid Waste Building		0.00		0.00			0.00
42100	Police							
121			(1,398,662.00)	(1,398,662.00)	925,545.49	(473,116.51)	66.17%	106,170.60
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	8,812.50	8,812.50	No Budget	0.00
	Salaries and Wages		0.00		0.00			0.00
141	100		0.00	0.00	625.44	625.44	No Budget	0.00
	Oasi (Employer's Share)		0.00		0.00			0.00
141			(106,998.00)	(106,998.00)	66,057.44	(40,940.56)	61.74%	7,622.07
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(259,228.00)	(259,228.00)	174,165.80	(85,062.20)	67.19%	2,303.62
	Hospital And Health Insurance		0.00		0.00			0.00
143	100		0.00	0.00	528.77	528.77	No Budget	0.00
	Employee Retirement Plan		0.00		0.00			0.00
143			(80,547.00)	(80,547.00)	53,583.10	(26,963.90)	66.52%	6,229.92
	Employee Retirement Plan		0.00		0.00			0.00

Template Name:
Created by: IGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/ Time: Janet Jennings
3/10/2025 2:52 PM
Page 8 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
146		Workmen's Compensation	(40,600.00)	(40,600.00)	0.00	(40,600.00)	0.00%	0.00
147		Unemployment Insurance	(600.00)	(600.00)	527.53	(72.47)	87.92%	141.22
148		Employee Education And Training	(18,000.00)	(18,000.00)	3,572.41	(14,427.59)	19.85%	847.00
164		Reserve Officer Program	(5,000.00)	(5,000.00)	4,428.35	(571.65)	88.57%	154.40
165		Court Costs	(10,000.00)	(10,000.00)	50.00	(9,950.00)	0.50%	0.00
211		Postage, Box Rent, Etc.	(2,500.00)	(2,500.00)	1,005.70	(1,494.30)	40.23%	0.00
213		Automobile Licenses And Titles	0.00	0.00	36.81	36.81	No Budget	0.00
230		Publicity, Subscriptions, And Dues	(2,000.00)	(2,000.00)	3,309.44	1,309.44	165.47%	0.00
236		Public Relation	(5,000.00)	(5,000.00)	2,853.19	(2,146.81)	57.06%	0.00
245		Telephone And Other Communication Services	(20,660.00)	(20,660.00)	8,347.65	(12,312.35)	40.40%	396.60
248		GPS Services	(5,250.00)	(5,250.00)	3,489.24	(1,760.76)	66.46%	581.54
251		Medical Services	(11,500.00)	(11,500.00)	5,414.53	(6,085.47)	47.08%	449.90
260		RADIO	(1,000.00)	(1,000.00)	505.54	(494.46)	50.55%	185.09
261		Repair And Maintenance Motor Vehicles	(20,000.00)	(20,000.00)	18,164.82	(1,835.18)	90.82%	369.95
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	100.00	(900.00)	10.00%	0.00
			0.00	0.00	0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 9 of 61

Fund : 110				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
270		Repair And Maintenance Surplus Vehicles &	(5,000.00) 0.00	(5,000.00)	705.26 0.00	(4,294.74)	14.11%	0.00 0.00
280		Travel	(5,000.00) 0.00	(5,000.00)	2,403.66 0.00	(2,596.34)	48.07%	878.50 0.00
289		Travel - Surplus Vehicles & Equip	(5,000.00) 0.00	(5,000.00)	0.00 0.00	(5,000.00)	0.00%	0.00 0.00
290		Other Contracted Services	(45,000.00) 0.00	(45,000.00)	38,030.03 0.00	(6,969.97)	84.51%	10,031.21 0.00
307		Shop with a Cop	(29,000.00) 0.00	(29,000.00)	44,545.45 0.00	15,545.45	153.61%	3,594.81 0.00
311		Office Supplies	(3,500.00) 0.00	(3,500.00)	1,463.58 0.00	(2,036.42)	41.82%	61.56 0.00
312		Small Items Of Equipment	(20,000.00) 0.00	(20,000.00)	4,193.48 0.00	(15,806.52)	20.97%	0.00 0.00
313		Stationary/Forms	(1,400.00) 0.00	(1,400.00)	672.38 0.00	(727.62)	48.03%	0.00 0.00
314		Small Equip - TN Local Appropriation	0.00 0.00	0.00	149.99 0.00	149.99	No Budget	0.00 0.00
323		Food	0.00 0.00	0.00	72.30 0.00	72.30	No Budget	0.00 0.00
324		Household And Janitorial Supplies	0.00 0.00	0.00	98.57 0.00	98.57	No Budget	0.00 0.00
326		Clothing And Uniforms	(22,000.00) 0.00	(22,000.00)	12,168.75 0.00	(9,831.25)	55.31%	1,840.58 0.00
327		Fire Arm Supplies	(8,500.00) 0.00	(8,500.00)	6,977.65 0.00	(1,522.35)	82.09%	1,784.00 0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(60,000.00) 0.00	(60,000.00)	29,635.08 0.00	(30,364.92)	49.39%	3,983.64 0.00
334		Tires, Tubes And Etc.	(10,000.00) 0.00	(10,000.00)	7,048.00 0.00	(2,952.00)	70.48%	7,048.00 0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 10 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344	Safety Supplies		(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
390	Miscellaneous Supplies		(6,000.00)	(6,000.00)	3,149.07	(2,850.93)	52.48%	752.10
			0.00		0.00			0.00
390	100		0.00	0.00	181.80	181.80	No Budget	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
535	Equipment Leases & Maint Contracts		(25,000.00)	(25,000.00)	12,788.96	(12,211.04)	51.16%	1,328.17
			0.00		0.00			0.00
560	State Police Fines		(25,000.00)	(25,000.00)	7,985.91	(17,014.09)	31.94%	879.57
			0.00		0.00			0.00
620	PSVEH		(121,000.00)	(121,000.00)	121,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	PSVEH		(3,101.00)	(3,101.00)	2,061.80	(1,039.20)	66.49%	0.00
	Interest On Notes		0.00		0.00			0.00
701	DOJ Bullet Proof Vests Grant		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
702	TN Highway Safety Grant		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
831	Ps Electr.Citation Reserve Exp		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
832	Clerk Electr.Citation Reserve Exp		(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
833	Handgun Permit Class Expense		(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
834	Driving School Tech Fund Expenses		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
835	Paws In Blue Canine Expenses		(8,000.00)	(8,000.00)	4,678.92	(3,321.08)	58.49%	338.15
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 11 of 61

Fund : 110			Monthly Comparative:			66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42200 Fire Protection And Control Services								
121		Salaries and Wages	(506,195.00) 0.00	(506,195.00)	373,200.34 0.00	(132,994.66)	73.73%	43,924.73 0.00
141		Oasi (Employer's Share)	(38,724.00) 0.00	(38,724.00)	26,973.98 0.00	(11,750.02)	69.66%	3,177.09 0.00
142		Hospital And Health Insurance	(77,012.00) 0.00	(77,012.00)	48,005.60 0.00	(29,006.40)	62.34%	552.72 0.00
143		Employee Retirement Plan	(28,595.00) 0.00	(28,595.00)	19,494.80 0.00	(9,100.20)	68.18%	2,362.03 0.00
146		Workmen's Compensation	(8,600.00) 0.00	(8,600.00)	0.00 0.00	(8,600.00)	0.00%	0.00 0.00
147		Unemployment Insurance	(300.00) 0.00	(300.00)	195.10 0.00	(104.90)	65.03%	54.61 0.00
148		Employee Education And Training	(8,500.00) 0.00	(8,500.00)	6,417.67 0.00	(2,082.33)	75.50%	1,157.50 0.00
211		Postage, Box Rent, Etc.	(200.00) 0.00	(200.00)	147.53 0.00	(52.47)	73.77%	6.57 0.00
230		Publicity, Subscriptions, And Dues	(2,500.00) 0.00	(2,500.00)	5,221.35 0.00	2,721.35	208.85%	65.00 0.00
236		Public Relation	(500.00) 0.00	(500.00)	(17.06) 0.00	(517.06)	-3.41%	0.00 0.00
245		Telephone And Other Communication Services	(6,250.00) 0.00	(6,250.00)	5,623.38 0.00	(626.62)	89.97%	1,309.20 0.00
248		GPS Services	(1,500.00) 0.00	(1,500.00)	1,526.49 0.00	26.49	101.77%	218.07 0.00
251		Medical Services	(6,500.00) 0.00	(6,500.00)	1,647.90 0.00	(4,852.10)	25.35%	180.55 0.00
261		Repair And Maintenance Motor Vehicles	(30,000.00) 0.00	(30,000.00)	40,610.80 0.00	10,610.80	135.37%	(598.32) 0.00

Template Name:
Created by: JCC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 12 of 61

Fund : 110			Monthly Comparative:			66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262		Repair And Maintenance Equipment	(2,500.00)	(2,500.00)	8,219.28	5,719.28	328.77%	59.06
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(10,000.00)	(10,000.00)	1,849.56	(8,150.44)	18.50%	0.00
			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	(26,000.00)	(26,000.00)	3,828.95	(22,171.05)	14.73%	366.00
			0.00		0.00			0.00
311		Office Supplies	(1,000.00)	(1,000.00)	626.41	(373.59)	62.64%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(45,000.00)	(45,000.00)	26,131.58	(18,868.42)	58.07%	1,989.01
			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	(13,000.00)	(13,000.00)	5,231.54	(7,768.46)	40.24%	239.96
			0.00		0.00			0.00
329		Fire Fighting Gear	(60,000.00)	(60,000.00)	11,861.21	(48,138.79)	19.77%	3,885.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(13,000.00)	(13,000.00)	5,782.49	(7,217.51)	44.48%	865.74
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	256.80	(743.20)	25.68%	6.00
			0.00		0.00			0.00
390	100	Miscellaneous Supplies	0.00	0.00	85.44	85.44	No Budget	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(6,500.00)	(6,500.00)	4,380.55	(2,119.45)	67.39%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,500.00)	(6,500.00)	5,572.14	(927.86)	85.73%	412.34
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 13 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
620	FT16		(39,866.00)	(39,866.00)	26,452.50	(13,413.50)	66.35%	3,333.77
	Note Principal		0.00		0.00			0.00
620	FT21		(47,000.00)	(47,000.00)	47,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	FT16		(2,061.00)	(2,061.00)	1,498.62	(562.38)	72.71%	160.12
	Interest On Notes		0.00		0.00			0.00
640	FT21		(9,021.00)	(9,021.00)	4,785.30	(4,235.70)	53.05%	0.00
	Interest On Notes		0.00		0.00			0.00
43100	Highways And Streets							
121			(436,833.00)	(436,833.00)	225,838.63	(210,994.37)	51.70%	31,347.03
	Salaries and Wages		0.00		0.00			0.00
141			(33,418.00)	(33,418.00)	16,408.16	(17,009.84)	49.10%	2,327.17
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(71,306.00)	(71,306.00)	31,625.99	(39,680.01)	44.35%	813.63
	Hospital And Health Insurance		0.00		0.00			0.00
143			(25,022.00)	(25,022.00)	13,319.29	(11,702.71)	53.23%	1,880.83
	Employee Retirement Plan		0.00		0.00			0.00
146			(28,496.00)	(28,496.00)	0.00	(28,496.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(220.00)	(220.00)	146.10	(73.90)	66.41%	49.44
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	231.78	(1,268.22)	15.45%	0.00
	Employee Education And Training		0.00		0.00			0.00
245			(3,500.00)	(3,500.00)	1,282.69	(2,217.31)	36.65%	249.20
	Telephone And Other Communication Services		0.00		0.00			0.00
247			(192,500.00)	(192,500.00)	126,145.72	(66,354.28)	65.53%	19,742.48
	Street Lighting (Electric And Maint.)		0.00		0.00			0.00
248			(2,250.00)	(2,250.00)	1,526.49	(723.51)	67.84%	218.07
	GPS Services		0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 14 of 61

Fund : 110		Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	MTD Actual/ Encumbrance
251	Medical Services		(3,300.00) 0.00	(3,300.00)	2,060.16 0.00	(1,239.84) 0.00
261	Repair And Maintenance Motor Vehicles		(49,500.00) 0.00	(49,500.00)	54,614.99 0.00	5,114.99 0.00
262	Repair And Maintenance Equipment		(1,500.00) 0.00	(1,500.00)	668.99 0.00	(831.01) 0.00
266	Repair And Maintenance Buildings		(6,000.00) 0.00	(6,000.00)	5.67 0.00	(5,994.33) 0.00
268	Repair And Maintenance Roads And Streets		(18,750.00) 0.00	(18,750.00)	3,787.71 0.00	(14,962.29) 0.00
290	Other Contracted Services		0.00 0.00	0.00	41.95 0.00	41.95 0.00
311	Office Supplies		(500.00) 0.00	(500.00)	5.11 0.00	(494.89) 0.00
312	Small Items Of Equipment		(14,600.00) 0.00	(14,600.00)	1,629.40 0.00	(12,970.60) 0.00
326	Clothing And Uniforms		(3,850.00) 0.00	(3,850.00)	1,489.74 0.00	(2,360.26) 0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(38,610.00) 0.00	(38,610.00)	13,013.96 0.00	(25,596.04) 0.00
334	Tires, Tubes And Etc.		(7,000.00) 0.00	(7,000.00)	3,353.56 0.00	(3,646.44) 0.00
342	Sign Parts And Supplies		(7,260.00) 0.00	(7,260.00)	2,630.54 0.00	(4,629.46) 0.00
344	Safety Supplies		(2,200.00) 0.00	(2,200.00)	433.20 0.00	(1,766.80) 0.00
350	Supplies For Resale		0.00 0.00	0.00	1,609.00 0.00	1,609.00 0.00
390	Miscellaneous Supplies		(3,300.00) 0.00	(3,300.00)	224.16 0.00	(3,075.84) 0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 15 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
395	Storm Water		(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
454			0.00		0.00			0.00
	Sodium Chloride		(10,000.00)	(10,000.00)	9,602.67	(397.33)	96.03%	0.00
473	974		0.00	0.00	0.00			0.00
	Curbing, Sidewalks, and Rock		0.00		303,033.55	303,033.55	No Budget	0.00
473			(25,000.00)	(25,000.00)	20,235.55	(4,764.45)	80.94%	0.00
	Curbing, Sidewalks, and Rock		0.00		0.00			0.00
474			(150,000.00)	(150,000.00)	3,670.97	(146,329.03)	2.45%	2,589.97
	Street Paving		0.00		0.00			0.00
535			(2,500.00)	(2,500.00)	3,567.33	1,067.33	142.69%	247.43
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
560			(5,000.00)	(5,000.00)	3,460.00	(1,540.00)	69.20%	0.00
	State Storm Water Maintenance Fees		0.00		0.00			0.00
941			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Vehicles		0.00		0.00			0.00
942			(18,750.00)	(18,750.00)	0.00	(18,750.00)	0.00%	0.00
	General Purpose Machinery And Equipment		0.00		0.00			0.00
973			0.00	0.00	51,000.00	51,000.00	No Budget	0.00
	3 - 2500 4 Wheel Drive Trucks		0.00		0.00			0.00
43170	City Garage							
121			(91,061.00)	(91,061.00)	64,691.38	(26,369.62)	71.04%	7,303.01
	Salaries and Wages		0.00		0.00			0.00
141			(6,966.00)	(6,966.00)	4,381.07	(2,584.93)	62.89%	494.46
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(30,969.00)	(30,969.00)	18,609.88	(12,359.12)	60.09%	153.64
	Hospital And Health Insurance		0.00		0.00			0.00
143			(5,407.00)	(5,407.00)	3,820.75	(1,586.25)	70.66%	438.18
	Employee Retirement Plan		0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 16 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
146			(2,325.00)	(2,325.00)	0.00	(2,325.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(80.00)	(80.00)	31.52	(48.48)	39.40%	10.70
		Unemployment Insurance	0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
230			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(5,000.00)	(5,000.00)	3,389.63	(1,610.37)	67.79%	507.56
		Electric	0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	411.94	(588.06)	41.19%	73.54
		Water	0.00		0.00			0.00
245			(2,250.00)	(2,250.00)	2,027.95	(222.05)	90.13%	300.65
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(400.00)	(400.00)	169.61	(230.39)	42.40%	24.23
		GPS Services	0.00		0.00			0.00
251			(800.00)	(800.00)	767.30	(32.70)	95.91%	40.90
		Medical Services	0.00		0.00			0.00
261			(2,800.00)	(2,800.00)	2,013.19	(786.81)	71.90%	(492.65)
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(500.00)	(500.00)	645.00	145.00	129.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(1,500.00)	(1,500.00)	1,527.66	27.66	101.84%	270.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
290			0.00	0.00	20.97	20.97	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
311			(500.00)	(500.00)	320.38	(179.62)	64.08%	19.69
		Office Supplies	0.00		0.00			0.00
312			(3,470.00)	(3,470.00)	1,237.67	(2,232.33)	35.67%	9.99
		Small Items Of Equipment	0.00		0.00			0.00

Template Name: 1 GC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 17 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324		Household And Janitorial Supplies	(1,000.00)	(1,000.00)	3,119.83	2,119.83	311.98%	406.12
			0.00		0.00			0.00
326		Clothing And Uniforms	(2,300.00)	(2,300.00)	1,902.32	(397.68)	82.71%	166.33
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,300.00)	(2,300.00)	2,844.92	544.92	123.69%	200.18
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	399.40	(600.60)	39.94%	0.00
			0.00		0.00			0.00
341		Consumable Tools	(2,800.00)	(2,800.00)	293.79	(2,506.21)	10.49%	122.57
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	660.00	(340.00)	66.00%	0.00
			0.00		0.00			0.00
345		Welding Supplies	(900.00)	(900.00)	575.72	(324.28)	63.97%	9.69
			0.00		0.00			0.00
346		Wash Bay Maintenance and Supplies	(2,500.00)	(2,500.00)	404.48	(2,095.52)	16.18%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	863.10	(136.90)	86.31%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(3,900.00)	(3,900.00)	3,960.64	60.64	101.55%	282.13
			0.00		0.00			0.00
44320		Senior Citizen Facilities						
121	IIIB	Salaries and Wages	(35,861.00)	(35,861.00)	23,431.25	(12,429.75)	65.34%	2,745.60
			0.00		0.00			0.00
121		Salaries and Wages	(396,484.00)	(396,484.00)	253,816.61	(142,667.39)	64.02%	30,135.87
			0.00		0.00			0.00
141	IIIB	Salaries and Wages	(2,743.00)	(2,743.00)	918.04	(1,824.96)	33.47%	181.58
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(30,331.00)	(30,331.00)	18,857.92	(11,473.08)	62.17%	2,188.58
			0.00		0.00			0.00
		Oasi (Employer's Share)						

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 18 of 61

Fund : 110				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142	Hospital And Health Insurance		(70,687.00)	(70,687.00)	41,985.45	(28,701.55)	59.40%	684.99
			0.00		0.00			0.00
142	TRANS		0.00	0.00	72.72	72.72	No Budget	9.09
			0.00		0.00			0.00
142	Hospital And Health Insurance		(12,626.00)	(12,626.00)	8,382.72	(4,243.28)	66.39%	0.00
			0.00		0.00			0.00
143	Hospital And Health Insurance		(21,310.00)	(21,310.00)	13,916.08	(7,393.92)	65.30%	1,635.51
			0.00		0.00			0.00
143	Employee Retirement Plan		(2,141.00)	(2,141.00)	792.33	(1,348.67)	37.01%	164.74
			0.00		0.00			0.00
146	Employee Retirement Plan		(1,623.00)	(1,623.00)	0.00	(1,623.00)	0.00%	0.00
			0.00		0.00			0.00
147	Workmen's Compensation		(220.00)	(220.00)	179.09	(40.91)	81.40%	71.97
			0.00		0.00			0.00
147	Unemployment Insurance		(21.00)	(21.00)	0.00	(21.00)	0.00%	0.00
			0.00		0.00			0.00
148	Unemployment Insurance		0.00	0.00	792.23	792.23	No Budget	0.00
			0.00		0.00			0.00
148	Employee Education And Training		(2,500.00)	(2,500.00)	1,624.04	(875.96)	64.96%	0.00
			0.00		0.00			0.00
148	Employee Education And Training		(3,500.00)	(3,500.00)	356.00	(3,144.00)	10.17%	0.00
			0.00		0.00			0.00
211	Employee Education And Training		(1,200.00)	(1,200.00)	887.20	(312.80)	73.93%	0.00
			0.00		0.00			0.00
230	Postage, Box Rent, Etc.		(5,500.00)	(5,500.00)	2,917.75	(2,582.25)	53.05%	0.00
			0.00		0.00			0.00
241	Publicity, Subscriptions, And Dues		(32,001.00)	(32,001.00)	15,885.10	(16,115.90)	49.64%	2,361.63
			0.00		0.00			0.00
242	Electric		(4,000.00)	(4,000.00)	2,467.10	(1,532.90)	61.68%	298.84
			0.00		0.00			0.00
	Water							

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 19 of 61

Fund : 110				Monthly Comparative:		66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(10,000.00)	(10,000.00)	5,631.66	(4,368.34)	56.32%	1,209.07
			0.00		0.00			0.00
245	IIIB		(780.00)	(780.00)	940.07	160.07	120.52%	550.07
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	678.44	(521.56)	56.54%	96.92
		GPS Services	0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	1,535.35	(964.65)	61.41%	143.15
		Medical Services	0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	780.95	(219.05)	78.10%	711.99
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	799.50	(200.50)	79.95%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
265			(10,000.00)	(10,000.00)	2,882.70	(7,117.30)	28.83%	0.00
		Repair And Maintenance Grounds And	0.00		0.00			0.00
266			(35,000.00)	(35,000.00)	27,075.89	(7,924.11)	77.36%	1,101.50
		Repair And Maintenance Buildings	0.00		0.00			0.00
290	979		0.00	0.00	3,162.35	3,162.35	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
300	IIIB		(554.00)	(554.00)	185.17	(368.83)	33.42%	35.99
		Supplies	0.00		0.00			0.00
311			(3,200.00)	(3,200.00)	2,075.97	(1,124.03)	64.87%	619.91
		Office Supplies	0.00		0.00			0.00
312	977		0.00	0.00	2,035.61	2,035.61	No Budget	0.00
		Small Items Of Equipment	0.00		0.00			0.00
312	978		0.00	0.00	3,602.13	3,602.13	No Budget	0.00
		Small Items Of Equipment	0.00		0.00			0.00
312			(4,800.00)	(4,800.00)	4,649.49	(150.51)	96.86%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
324			(6,000.00)	(6,000.00)	5,081.07	(918.93)	84.68%	234.00
		Household And Janitorial Supplies	0.00		0.00			0.00

Template Name: IGC
Created By:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 20 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326		Clothing And Uniforms	(900.00)	(900.00)	130.00	(770.00)	14.44%	0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,700.00)	(2,700.00)	817.33	(1,882.67)	30.27%	0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	963.18	(36.82)	96.32%	0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
360		IIIIB	(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
390		Transportation	0.00	0.00	0.00	0.00	0.00%	0.00
390		Miscellaneous Supplies	(1,500.00)	(1,500.00)	1,222.80	(277.20)	81.52%	337.19
535		Equipment Leases & Maint Contracts	(25,000.00)	(25,000.00)	15,939.60	(9,060.40)	63.76%	2,122.09
620		REFBD	(90,000.00)	(90,000.00)	0.00	(90,000.00)	0.00%	0.00
640		Note Principal	0.00	0.00	0.00	0.00	0.00%	0.00
640		REFBD	(88,350.00)	(88,350.00)	44,175.00	(44,175.00)	50.00%	0.00
836		Interest On Notes	0.00	0.00	0.00	0.00	0.00%	0.00
836		Ada Compliance	(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
837		Parrish Nurse/Wellness Program	(22,000.00)	(22,000.00)	8,825.20	(13,174.80)	40.11%	1,672.00
838		Health Promotion Program	(38,000.00)	(38,000.00)	20,809.85	(17,190.15)	54.76%	6,444.00
839		Senior Center-Special Projects Ex	(55,000.00)	(55,000.00)	18,150.97	(36,849.03)	33.00%	0.00
841		Senior Center State Grant Tcad Ex	0.00	0.00	1,356.22	1,356.22	No Budget	0.00
			0.00	0.00	0.00	0.00		0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 21 of 61

Fund : 110			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44-400	Parks and Recreation							
121		Salaries and Wages	(399,945.00) 0.00	(399,945.00)	250,075.25 0.00	(149,869.75)	62.53%	25,578.23 0.00
141		Oasi (Employer's Share)	(30,596.00) 0.00	(30,596.00)	18,158.61 0.00	(12,437.39)	59.35%	1,813.48 0.00
142		Hospital And Health Insurance	(59,254.00) 0.00	(59,254.00)	35,806.72 0.00	(23,447.28)	60.43%	264.54 0.00
143		Employee Retirement Plan	(22,925.00) 0.00	(22,925.00)	13,805.96 0.00	(9,119.04)	60.22%	1,534.70 0.00
146		Workmen's Compensation	(4,750.00) 0.00	(4,750.00)	0.00 0.00	(4,750.00)	0.00%	0.00 0.00
147		Unemployment Insurance	(205.00) 0.00	(205.00)	211.33 0.00	6.33	103.09%	42.29 0.00
148		Employee Education And Training	(1,500.00) 0.00	(1,500.00)	771.51 0.00	(728.49)	51.43%	0.00 0.00
211		Postage, Box Rent, Etc.	(500.00) 0.00	(500.00)	146.24 0.00	(353.76)	29.25%	0.00 0.00
213		Automobile Licenses And Titles	0.00 0.00	0.00	52.66 0.00	52.66	No Budget	0.00 0.00
220		Printing, Duplicating, Typing, And Binding	(500.00) 0.00	(500.00)	31.98 0.00	(468.02)	6.40%	0.00 0.00
230		Publicity, Subscriptions, And Dues	(2,000.00) 0.00	(2,000.00)	783.39 0.00	(1,216.61)	39.17%	0.00 0.00
241		Electric	(37,500.00) 0.00	(37,500.00)	18,315.43 0.00	(19,184.57)	48.84%	1,391.22 0.00
242		Water	(15,000.00) 0.00	(15,000.00)	10,986.35 0.00	(4,013.65)	73.24%	218.94 0.00
245		Telephone And Other Communication Services	(10,000.00) 0.00	(10,000.00)	6,393.35 0.00	(3,606.65)	63.93%	1,033.27 0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 22 of 61

Fund : 110						Monthly Comparative:		66.67%
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248	GPS Services		(1,200.00) 0.00	(1,200.00)	678.44 0.00	(521.56)	56.54%	96.92 0.00
251	Medical Services		(2,500.00) 0.00	(2,500.00)	2,219.90 0.00	(280.10)	88.80%	349.40 0.00
261	Repair And Maintenance Motor Vehicles		(6,500.00) 0.00	(6,500.00)	2,630.71 0.00	(3,869.29)	40.47%	(231.67) 0.00
262	Repair And Maintenance Equipment		(7,000.00) 0.00	(7,000.00)	303.03 0.00	(6,696.97)	4.33%	204.98 0.00
265	Repair And Maintenance Grounds And		(200,000.00) 0.00	(200,000.00)	117,997.94 0.00	(82,002.06)	59.00%	2,540.41 0.00
265	905	Repair And Maintenance Grounds And	0.00 0.00	0.00	29,783.57 0.00	29,783.57	No Budget	3,790.67 0.00
266	Repair And Maintenance Buildings		(8,000.00) 0.00	(8,000.00)	752.52 0.00	(7,247.48)	9.41%	0.00 0.00
290	Other Contracted Services		0.00 0.00	0.00	129.10 0.00	129.10	No Budget	0.00 0.00
311	Office Supplies		(500.00) 0.00	(500.00)	1,135.36 0.00	635.36	227.07%	0.00 0.00
312	Small Items Of Equipment		(6,500.00) 0.00	(6,500.00)	3,247.91 0.00	(3,252.09)	49.97%	0.00 0.00
323	Food		0.00 0.00	0.00	248.95 0.00	248.95	No Budget	0.00 0.00
324	Household And Janitorial Supplies		(4,500.00) 0.00	(4,500.00)	4,658.11 0.00	158.11	103.51%	234.00 0.00
326	Clothing And Uniforms		(1,600.00) 0.00	(1,600.00)	1,400.04 0.00	(199.96)	87.50%	0.00 0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(7,000.00) 0.00	(7,000.00)	2,781.58 0.00	(4,218.42)	39.74%	454.09 0.00
334	Tires, Tubes And Etc.		(1,500.00) 0.00	(1,500.00)	760.20 0.00	(739.80)	50.68%	0.00 0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 23 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344	Safety Supplies		(1,000.00) 0.00	(1,000.00)	3,113.56 0.00	2,113.56	311.36%	0.00 0.00
390	Miscellaneous Supplies		(1,500.00) 0.00	(1,500.00)	2,164.49 0.00	664.49	144.30%	0.00 0.00
535	Equipment Leases & Maint Contracts		(3,000.00) 0.00	(3,000.00)	4,395.71 0.00	1,395.71	146.52%	290.72 0.00
556	Credit Card Fees		0.00 0.00	0.00	12.75 0.00	12.75	No Budget	0.00 0.00
565	Permit Fee		0.00 0.00	0.00	1,000.00 0.00	1,000.00	No Budget	0.00 0.00
843	Jrt Players Education Program		(50,000.00) 0.00	(50,000.00)	10,079.01 0.00	(39,920.99)	20.16%	0.00 0.00
844	Special Programs		(20,000.00) 0.00	(20,000.00)	21,057.61 0.00	1,057.61	105.29%	375.03 0.00
845	Athletic Programs		(10,000.00) 0.00	(10,000.00)	3,782.68 0.00	(6,217.32)	37.83%	0.00 0.00
847	Jrt-Don Squibb Scholarship Awards		(3,000.00) 0.00	(3,000.00)	190.56 0.00	(2,809.44)	6.35%	40.56 0.00
848	Jpac/Repertory Theatre		(52,000.00) 0.00	(52,000.00)	32,994.43 0.00	(19,005.57)	63.45%	3,816.09 0.00
849	Flag Committee Expenditures		(2,000.00) 0.00	(2,000.00)	1,275.73 0.00	(724.27)	63.79%	154.02 0.00
850	Townscape		(45,000.00) 0.00	(45,000.00)	49,549.02 0.00	4,549.02	110.11%	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
852	Lprf Grant-Lincoln Community Park		0.00 0.00	0.00	14,317.47 0.00	14,317.47	No Budget	0.00 0.00
853	Chuckey Depot Museum Reserve Exp		(3,000.00) 0.00	(3,000.00)	3,711.19 0.00	711.19	123.71%	931.00 0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 24 of 61

Fund : 110			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
854		E.Gillespie Bldg.Utilities&Suppli	(16,000.00)	(16,000.00)	13,147.31	(2,852.69)	82.17%	1,584.78
			0.00		0.00			0.00
855		Jackson Theatre Utilities	0.00	0.00	13,114.00	13,114.00	No Budget	1,957.92
			0.00		0.00			0.00
856		Boone Street Mkt Utilities	(13,500.00)	(13,500.00)	4,133.31	(9,366.69)	30.62%	496.28
			0.00		0.00			0.00
857		Chuckey Depot Operating Expenses	0.00	0.00	4,891.18	4,891.18	No Budget	530.66
			0.00		0.00			0.00
858		Jrt Warehouse Expenses	0.00	0.00	804.69	804.69	No Budget	804.69
			0.00		0.00			0.00
860		Tree & Townscape Exp	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
861	947	Special Programs	0.00	0.00	32.26	32.26	No Budget	0.00
			0.00		0.00			0.00
872		K-8 Maintenance	0.00	0.00	3,900.00	3,900.00	No Budget	0.00
			0.00		0.00			0.00
939	900	Other Improvements	(1,000,000.00)	(1,000,000.00)	33,090.00	(966,910.00)	3.31%	4,290.00
			0.00		0.00			0.00
940		Machinery And Equipment	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
			0.00		0.00			0.00
941		Vehicles	(30,000.00)	(30,000.00)	27,430.00	(2,570.00)	91.43%	0.00
			0.00		0.00			0.00
963		Jackson Thtre Renov	0.00	0.00	26,366.29	26,366.29	No Budget	0.00
			0.00		0.00			0.00
965		Ballfield 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)	112.50	(29,887.50)	0.38%	0.00
			0.00		0.00			0.00
970		Dog Park Construction	(19,820.00)	(19,820.00)	0.00	(19,820.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 25 of 61

Fund : 110			Monthly Comparative:			66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44490	Wetlands Water Park							
121			(291,782.00)	(291,782.00)	138,780.89	(153,001.11)	47.56%	4,845.54
		Salaries and Wages	0.00		0.00			0.00
141			(22,321.00)	(22,321.00)	10,647.38	(11,673.62)	47.70%	385.99
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(2,400.00)	(2,400.00)	1,663.02	(736.98)	69.29%	209.09
		Hospital And Health Insurance	0.00		0.00			0.00
143			(3,780.00)	(3,780.00)	1,466.23	(2,313.77)	38.79%	290.74
		Employee Retirement Plan	0.00		0.00			0.00
146			(6,092.00)	(6,092.00)	0.00	(6,092.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(700.00)	(700.00)	406.73	(293.27)	58.10%	5.86
		Unemployment Insurance	0.00		0.00			0.00
148			(2,000.00)	(2,000.00)	178.68	(1,821.32)	8.93%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(200.00)	(200.00)	121.20	(78.80)	60.60%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(1,000.00)	(1,000.00)	167.87	(832.13)	16.79%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(1,500.00)	(1,500.00)	779.10	(720.90)	51.94%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(20,000.00)	(20,000.00)	10,964.99	(9,035.01)	54.82%	3,000.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(45,000.00)	(45,000.00)	27,858.01	(17,141.99)	61.91%	2,277.56
		Electric	0.00		0.00			0.00
242			(15,000.00)	(15,000.00)	3,479.30	(11,520.70)	23.20%	0.00
		Water	0.00		0.00			0.00
245			(5,300.00)	(5,300.00)	4,493.42	(806.58)	84.78%	624.70
		Telephone And Other Communication Services	0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/11/2025 4:13 PM
Page 2 of 6

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251	Medical Services		(2,000.00)	(2,000.00)	30.72	(1,969.28)	1.54%	0.00
262	Repair And Maintenance Equipment		(3,200.00)	(3,200.00)	309.35	(2,890.65)	9.67%	0.00
265	Repair And Maintenance Grounds And		(6,000.00)	(6,000.00)	3,234.34	(2,765.66)	53.91%	0.00
266	Repair And Maintenance Buildings		(10,000.00)	(10,000.00)	2,756.74	(7,243.26)	27.57%	212.50
288	Travel/Training/Car Allowance		(1,000.00)	(1,000.00)	1,735.00	735.00	173.50%	0.00
291	Pool Maintenance		(15,000.00)	(15,000.00)	858.88	(14,141.12)	5.73%	0.00
296	Pool Pump Repair/Replacement		(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
311	Office Supplies		(800.00)	(800.00)	229.47	(570.53)	28.68%	0.00
312	Small Items Of Equipment		(5,000.00)	(5,000.00)	6,148.59	1,148.59	122.97%	0.00
321	Paper/Plastics		(7,500.00)	(7,500.00)	1,361.37	(6,118.63)	18.42%	0.00
323	Food		(45,000.00)	(45,000.00)	16,727.09	(28,272.91)	37.17%	0.00
324	Household And Janitorial Supplies		(5,000.00)	(5,000.00)	2,059.48	(2,940.52)	41.19%	0.00
325	Beverages		(15,000.00)	(15,000.00)	5,325.77	(9,674.23)	35.51%	425.98
326	Clothing And Uniforms		(2,000.00)	(2,000.00)	321.19	(1,678.81)	16.06%	0.00
337	Photo ID Supplies		(500.00)	(500.00)	99.55	(400.45)	19.91%	0.00
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 27 of 61

Fund : 110				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344		Safety Supplies	(800.00) 0.00	(800.00)	246.51 0.00	(553.49)	30.81%	0.00 0.00
351		Merchandise Purchased For Resale	(500.00) 0.00	(500.00)	0.00 0.00	(500.00)	0.00%	0.00 0.00
390		Miscellaneous Supplies	(750.00) 0.00	(750.00)	641.43 0.00	(108.57)	85.52%	0.00 0.00
493		Chemicals	(27,000.00) 0.00	(27,000.00)	9,625.47 0.00	(17,374.53)	35.65%	0.00 0.00
535		Equipment Leases & Maint Contracts	(3,000.00) 0.00	(3,000.00)	5,347.41 0.00	2,347.41	178.25%	264.78 0.00
556		Credit Card Fees	(7,500.00) 0.00	(7,500.00)	8,060.74 0.00	560.74	107.48%	0.00 0.00
620		TBF21 Note Principal	(33,500.00) 0.00	(33,500.00)	0.00 0.00	(33,500.00)	0.00%	0.00 0.00
640		TBF21 Interest On Notes	(1,210.00) 0.00	(1,210.00)	605.02 0.00	(604.98)	50.00%	0.00 0.00
959		Building Renovations	(40,000.00) 0.00	(40,000.00)	26,876.16 0.00	(13,123.84)	67.19%	21,788.75 0.00
44491		McKinney Center						
121		Salaries and Wages	(240,016.00) 0.00	(240,016.00)	154,878.94 0.00	(85,137.06)	64.53%	18,763.02 0.00
141		Oasi (Employer's Share)	(18,361.00) 0.00	(18,361.00)	11,475.63 0.00	(6,885.37)	62.50%	1,403.23 0.00
142		Hospital And Health Insurance	(21,375.00) 0.00	(21,375.00)	14,986.89 0.00	(6,388.11)	70.11%	306.36 0.00
143		Employee Retirement Plan	(13,115.00) 0.00	(13,115.00)	8,451.97 0.00	(4,663.03)	64.45%	1,001.44 0.00
146		Workmen's Compensation	(203.00) 0.00	(203.00)	0.00 0.00	(203.00)	0.00%	0.00 0.00

Template Name: 100
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 28 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147		Unemployment Insurance	(180.00) 0.00	(180.00)	115.72 0.00	(64.28)	64.29%	36.29 0.00
148		Employee Education And Training	(3,500.00) 0.00	(3,500.00)	323.94 0.00	(3,176.06)	9.26%	105.00 0.00
211		Postage, Box Rent, Etc.	(300.00) 0.00	(300.00)	230.11 0.00	(69.89)	76.70%	0.00 0.00
220		Printing, Duplicating, Typing, And Binding	(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
230		Publicity, Subscriptions, And Dues	(400.00) 0.00	(400.00)	898.66 0.00	498.66	224.67%	25.00 0.00
238		Marketing and Marketing Supplies	(3,500.00) 0.00	(3,500.00)	1,592.69 0.00	(1,907.31)	45.51%	0.00 0.00
241		Electric	(8,500.00) 0.00	(8,500.00)	5,549.03 0.00	(2,950.97)	65.28%	844.96 0.00
242		Water	(800.00) 0.00	(800.00)	611.77 0.00	(188.23)	76.47%	78.53 0.00
245		Telephone And Other Communication Services	(6,500.00) 0.00	(6,500.00)	1,661.36 0.00	(4,838.64)	25.56%	273.49 0.00
251		Medical Services	(800.00) 0.00	(800.00)	671.06 0.00	(128.94)	83.88%	61.35 0.00
262		Repair And Maintenance Equipment	(2,000.00) 0.00	(2,000.00)	0.00 0.00	(2,000.00)	0.00%	0.00 0.00
266		Repair And Maintenance Buildings	(37,000.00) 0.00	(37,000.00)	11,245.93 0.00	(25,754.07)	30.39%	0.00 0.00
272		Repair And Maintenance Buildings - Capital	(15,500.00) 0.00	(15,500.00)	59.76 0.00	(15,440.24)	0.39%	0.00 0.00
279		Website Maintenance	(2,400.00) 0.00	(2,400.00)	803.42 0.00	(1,596.58)	33.48%	49.28 0.00
311		Office Supplies	(2,300.00) 0.00	(2,300.00)	1,638.41 0.00	(661.59)	71.24%	318.75 0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 29 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(9,650.00)	(9,650.00)	6,771.33	(2,878.67)	70.17%	(2,055.00)
			0.00		0.00			0.00
313		Stationary/Forms	(200.00)	(200.00)	19.58	(180.42)	9.79%	0.00
			0.00		0.00			0.00
323		Food	(1,100.00)	(1,100.00)	329.68	(770.32)	29.97%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(3,000.00)	(3,000.00)	2,790.67	(209.33)	93.02%	300.40
			0.00		0.00			0.00
326		Clothing And Uniforms	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(125.00)	(125.00)	95.88	(29.12)	76.70%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(450.00)	(450.00)	73.50	(376.50)	16.33%	14.25
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(8,500.00)	(8,500.00)	7,296.99	(1,203.01)	85.85%	612.62
			0.00		0.00			0.00
556		Credit Card Fees	(600.00)	(600.00)	435.77	(164.23)	72.63%	0.00
			0.00		0.00			0.00
861	725	Special Programs	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
862		Special Programs	(2,000.00)	(2,000.00)	1,506.74	(493.26)	75.34%	0.00
			0.00		0.00			0.00
863		Americorps Worker Program	(17,000.00)	(17,000.00)	4,517.50	(12,482.50)	26.57%	0.00
			0.00		0.00			0.00
864		Mary Martin Prog.For The Arts	(50,000.00)	(50,000.00)	25,337.11	(24,662.89)	50.67%	4,188.17
			0.00		0.00			0.00
864	724	Mary Martin Prog.For The Arts	0.00	0.00	4,868.62	4,868.62	No Budget	0.00
			0.00		0.00			0.00
865		Mary Martin Prog.For The Arts	(13,500.00)	(13,500.00)	13,806.97	306.97	102.27%	1,424.80
			0.00		0.00			0.00
		Story Town Radio Show	0.00					

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 30 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
866			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		McKinney Scholarship Fund	0.00		0.00			0.00
44550	Jackson Theater							
290			0.00	0.00	3,000.00	3,000.00	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
555			0.00	0.00	490.83	490.83	No Budget	0.00
		Bank Service Charges	0.00		0.00			0.00
47210	Tourism/Visitors Center							
121	100		0.00	0.00	289.49	289.49	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
121			(397,665.00)	(397,665.00)	248,125.71	(149,539.29)	62.40%	30,894.02
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	21.25	21.25	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(30,421.00)	(30,421.00)	18,019.18	(12,401.82)	59.23%	2,233.01
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(56,865.00)	(56,865.00)	34,807.32	(22,057.68)	61.21%	133.64
		Hospital And Health Insurance	0.00		0.00			0.00
143			(18,768.00)	(18,768.00)	11,668.71	(7,099.29)	62.17%	1,523.34
		Employee Retirement Plan	0.00		0.00			0.00
143	100		0.00	0.00	17.37	17.37	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,436.00)	(1,436.00)	0.00	(1,436.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(220.00)	(220.00)	191.04	(28.96)	86.84%	63.79
		Unemployment Insurance	0.00		0.00			0.00
148			(11,000.00)	(11,000.00)	6,274.21	(4,725.79)	57.04%	1,451.56
		Employee Education And Training	0.00		0.00			0.00
211			(2,000.00)	(2,000.00)	392.45	(1,607.55)	19.62%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 31 of 61

Fund : 110			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
220		Printing, Duplicating, Typing, And Binding	(47,000.00)	(47,000.00)	10,064.00	(36,936.00)	21.41%	1,008.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(7,050.00)	(7,050.00)	4,645.87	(2,404.13)	65.90%	0.00
			0.00		0.00			0.00
238		Marketing and Marketing Supplies	(170,000.00)	(170,000.00)	56,197.94	(113,802.06)	33.06%	569.98
			0.00		0.00			0.00
241		Electric	(13,500.00)	(13,500.00)	11,147.85	(2,352.15)	82.58%	1,245.07
			0.00		0.00			0.00
242		Water	(2,300.00)	(2,300.00)	1,397.20	(902.80)	60.75%	174.26
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(12,750.00)	(12,750.00)	4,355.61	(8,394.39)	34.16%	527.14
			0.00		0.00			0.00
251		Medical Services	(1,500.00)	(1,500.00)	964.40	(535.60)	64.29%	81.80
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(1,500.00)	(1,500.00)	169.61	(1,330.39)	11.31%	24.23
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(4,200.00)	(4,200.00)	3,011.61	(1,188.39)	71.71%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(50,000.00)	(50,000.00)	985.05	(49,014.95)	1.97%	560.00
			0.00		0.00			0.00
290		Other Contracted Services	0.00	0.00	143.33	143.33	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	2,149.87	149.87	107.49%	122.05
			0.00		0.00			0.00
312		Small Items Of Equipment	(20,000.00)	(20,000.00)	10,205.41	(9,794.59)	51.03%	99.00
			0.00		0.00			0.00
313		Stationary/Forms	(300.00)	(300.00)	224.71	(75.29)	74.90%	0.00
			0.00		0.00			0.00
323		Food	(500.00)	(500.00)	1,804.32	1,304.32	360.86%	0.00
			0.00		0.00			0.00

Template Name:
Created by: IGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 32 of 61

Fund : 110

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324		Household And Janitorial Supplies	(5,000.00) 0.00	(5,000.00)	1,797.12 0.00	(3,202.88)	35.94%	234.00 0.00
326		Clothing And Uniforms	(800.00) 0.00	(800.00)	175.93 0.00	(624.07)	21.99%	0.00 0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,400.00) 0.00	(2,400.00)	450.46 0.00	(1,949.54)	18.77%	37.31 0.00
344		Safety Supplies	(300.00) 0.00	(300.00)	0.00 0.00	(300.00)	0.00%	0.00 0.00
390		Miscellaneous Supplies	(1,000.00) 0.00	(1,000.00)	15.18 0.00	(984.82)	1.52%	0.00 0.00
535		Equipment Leases & Maint Contracts	(8,000.00) 0.00	(8,000.00)	8,909.73 0.00	909.73	111.37%	804.65 0.00
556		Credit Card Fees	(2,500.00) 0.00	(2,500.00)	3,122.68 0.00	622.68	124.91%	0.00 0.00
598		Gift Shop Expenditures	(30,000.00) 0.00	(30,000.00)	18,171.51 0.00	(11,828.49)	60.57%	150.00 0.00
815		Main Street Jones Program Exp	(20,000.00) 0.00	(20,000.00)	4,208.12 0.00	(15,791.88)	21.04%	500.20 0.00
816		Main St-Brews & Tunes Program	(12,000.00) 0.00	(12,000.00)	6,775.00 0.00	(5,225.00)	56.46%	0.00 0.00
817		Main St-Jonesborough Days	(35,000.00) 0.00	(35,000.00)	43,857.38 0.00	8,857.38	125.31%	0.00 0.00
844		Special Programs	(20,000.00) 0.00	(20,000.00)	9,664.31 0.00	(10,335.69)	48.32%	132.85 0.00
846		Music On The Square Exp	(36,000.00) 0.00	(36,000.00)	21,573.00 0.00	(14,427.00)	59.93%	0.00 0.00
861		Special Programs	(30,000.00) 0.00	(30,000.00)	4,792.36 0.00	(25,207.64)	15.97%	0.00 0.00
873		Seasonal Lighting	(60,000.00) 0.00	(60,000.00)	48,035.44 0.00	(11,964.56)	80.06%	0.00 0.00

Template Name:
Created by:

LC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time:

Janet Jennings
3/10/2025 2:52 PM
Page 33 of 61

Fund : 110		Monthly Comparative:			66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund: 110			(15,906,662.00)	(15,906,662.00)	17,264,688.75	1,358,026.75	108.54%	687,710.45
			0.00		0.00			0.00

Template Name:
Created by: JGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/ Time: Janet Jennings
3/10/2025 2:52 PM
Page 34 of 61

Fund : 131

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43200	Sanitation Services							
121			(316,805.00)	(316,805.00)	180,683.12	(136,121.88)	57.03%	24,237.08
		Salaries and Wages	0.00		0.00			0.00
141			(23,279.00)	(23,279.00)	13,232.00	(10,047.00)	56.84%	1,811.92
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(60,969.00)	(60,969.00)	29,830.96	(31,138.04)	48.93%	995.45
		Hospital And Health Insurance	0.00		0.00			0.00
143			(17,264.00)	(17,264.00)	10,699.94	(6,564.06)	61.98%	1,442.22
		Employee Retirement Plan	0.00		0.00			0.00
146			(13,040.00)	(13,040.00)	0.00	(13,040.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(200.00)	(200.00)	121.63	(78.37)	60.82%	43.79
		Unemployment Insurance	0.00		0.00			0.00
235			(10,500.00)	(10,500.00)	0.00	(10,500.00)	0.00%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Keep Jonesborough Beautiful Program	0.00		0.00			0.00
238			(550.00)	(550.00)	487.29	(62.71)	88.60%	0.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
		Electric	0.00		0.00			0.00
245			(5,500.00)	(5,500.00)	2,224.17	(3,275.83)	40.44%	243.98
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(2,850.00)	(2,850.00)	1,356.88	(1,493.12)	47.61%	193.84
		GPS Services	0.00		0.00			0.00
251			(2,200.00)	(2,200.00)	1,139.55	(1,060.45)	51.80%	102.75
		Medical Services	0.00		0.00			0.00
261			(66,000.00)	(66,000.00)	74,210.61	8,210.61	112.44%	8,039.74
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00

Template Name:
Created by: JGC

**Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025**

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 35 of 61

Fund : 131

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266		Repair And Maintenance Buildings	(1,800.00)	(1,800.00)	159.32	(1,640.68)	8.85%	0.00
280		Travel	(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
290		Other Contracted Services	0.00	0.00	41.95	41.95	No Budget	0.00
294		Tire Disposal Services	(1,100.00)	(1,100.00)	2,252.00	1,152.00	204.73%	0.00
295		Waste Disposal Fees	(120,000.00)	(120,000.00)	93,913.40	(26,086.60)	78.26%	14,318.22
310		Office Supplies And Materials	0.00	0.00	0.00	0.00	No Budget	0.00
311		Office Supplies	(550.00)	(550.00)	154.64	(395.36)	28.12%	0.00
312		Small Items Of Equipment	(825.00)	(825.00)	658.40	(166.60)	79.81%	658.40
326		Clothing And Uniforms	(5,250.00)	(5,250.00)	2,193.84	(3,056.16)	41.79%	0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(75,000.00)	(75,000.00)	38,091.43	(36,908.57)	50.79%	5,868.41
334		Tires, Tubes And Etc.	(10,800.00)	(10,800.00)	10,208.89	(591.11)	94.53%	3,696.66
344		Safety Supplies	(550.00)	(550.00)	252.00	(298.00)	45.82%	0.00
350		Supplies For Resale	(21,000.00)	(21,000.00)	42,324.46	21,324.46	201.55%	8,136.00
390		Miscellaneous Supplies	(4,800.00)	(4,800.00)	1,541.87	(3,258.13)	32.12%	0.00
520		Property/Liability Insurance	(6,750.00)	(6,750.00)	4,484.47	(2,265.53)	66.44%	0.00
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 36 of 61

Fund : 131

				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
533		Machinery And Equipment Rental	(1,700.00)	(1,700.00)	682.55	(1,017.45)	40.15%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	0.00	0.00	1,863.38	1,863.38	No Budget	117.22
			0.00		0.00			0.00
555		Bank Service Charges	(350.00)	(350.00)	0.00	(350.00)	0.00%	0.00
			0.00		0.00			0.00
565		Permit Fee	(2,500.00)	(2,500.00)	4,910.00	2,410.00	196.40%	0.00
			0.00		0.00			0.00
620		Note Principal	(44,962.00)	(44,962.00)	29,844.39	(15,117.61)	66.38%	3,758.93
			0.00		0.00			0.00
640		Interest On Notes	(18,346.00)	(18,346.00)	3,024.25	(15,321.75)	16.48%	349.65
			0.00		0.00			0.00
940		Machinery And Equipment	(539,069.00)	(539,069.00)	479,069.00	(60,000.00)	88.87%	479,069.00
			0.00		0.00			0.00
Total For Fund: 131			(1,385,059.00)	(1,385,059.00)	1,029,656.39	(355,402.61)	74.34%	553,083.26
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 37 of 61

Fund : 171

Monthly Comparative: 66.67%

	Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44550	Jackson Theater								
121	100			0.00	0.00	1,223.81	1,223.81	No Budget	0.00
	Salaries and Wages			0.00		0.00			0.00
121				(155,769.00)	(246,138.00)	118,477.09	(127,660.91)	48.13%	21,013.93
	Salaries and Wages			(90,369.00)		0.00			0.00
141				(11,916.00)	(18,829.00)	9,038.49	(9,790.51)	48.00%	1,610.51
	Oasi (Employer's Share)			(6,913.00)		0.00			0.00
141	100			0.00	0.00	93.62	93.62	No Budget	0.00
	Oasi (Employer's Share)			0.00		0.00			0.00
142				(15,026.00)	(14,400.00)	3,645.01	(10,754.99)	25.31%	227.27
	Hospital And Health Insurance			626.00		0.00			0.00
143	100			0.00	0.00	73.43	73.43	No Budget	0.00
	Employee Retirement Plan			0.00		0.00			0.00
143				(7,050.00)	(9,614.00)	5,577.63	(4,036.37)	58.02%	869.02
	Employee Retirement Plan			(2,564.00)		0.00			0.00
147				(100.00)	(100.00)	149.13	49.13	149.13%	37.94
	Unemployment Insurance			0.00		0.00			0.00
148				(5,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
	Employee Education And Training			1,000.00		0.00			0.00
211				(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Postage, Box Rent, Etc.			0.00		0.00			0.00
220				(24,400.00)	(15,000.00)	1,978.48	(13,021.52)	13.19%	0.00
	Printing, Duplicating, Typing, And Binding			9,400.00		0.00			0.00
230				(2,500.00)	(2,500.00)	2,063.30	(436.70)	82.53%	226.45
	Publicity, Subscriptions, And Dues			0.00		0.00			0.00
238				(58,593.00)	(40,000.00)	28,795.10	(11,204.90)	71.99%	4,465.35
	Marketing and Marketing Supplies			18,593.00		0.00			0.00
241				(24,400.00)	(24,400.00)	2,001.93	(22,398.07)	8.20%	1,321.22
	Electric			0.00		0.00			0.00
242				(5,000.00)	(5,000.00)	488.25	(4,511.75)	9.77%	67.50
	Water			0.00		0.00			0.00

Template Name:
Created by: JGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 38 of 61

Fund : 171

				Monthly Comparative:			66.67%	
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	(12,500.00)	(12,500.00)	1,950.86	(10,549.14)	15.61%	325.45
250	70001		0.00	0.00	0.00			0.00
		Professional Entertainment	0.00	0.00	609.00	609.00	No Budget	609.00
250	70002		0.00	0.00	0.00			0.00
		Professional Entertainment	0.00	0.00	2,000.00	2,000.00	No Budget	2,000.00
250		Professional Entertainment	0.00	0.00	0.00			0.00
		Professional Entertainment	0.00	0.00	45,054.90	45,054.90	No Budget	13,195.65
251			0.00	0.00	0.00			0.00
		Medical Services	0.00	0.00	130.00	130.00	No Budget	0.00
257			0.00		0.00			0.00
		Royalties	(24,400.00)	(24,400.00)	0.00	(24,400.00)	0.00%	0.00
262			0.00	(1,200.00)	1,829.65	629.65	152.47%	61.37
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(2,500.00)	(5,000.00)	7,199.09	2,199.09	143.98%	0.00
		Repair And Maintenance Buildings	(2,500.00)		0.00			0.00
290	70001		0.00	0.00	186.67	186.67	No Budget	186.67
		Other Contracted Services	0.00		0.00			0.00
290			(48,800.00)	(40,000.00)	24,773.62	(15,226.38)	61.93%	2,637.50
		Other Contracted Services	8,800.00		0.00			0.00
311			(2,000.00)	(2,000.00)	2,080.83	80.83	104.04%	53.41
		Office Supplies	0.00		0.00			0.00
312	991		0.00	0.00	0.00	0.00	No Budget	0.00
		Small Items Of Equipment	0.00		0.00			0.00
312			(1,000.00)	(5,000.00)	13,084.46	8,084.46	261.69%	455.99
		Small Items Of Equipment	(4,000.00)		0.00			0.00
313			(500.00)	(500.00)	79.80	(420.20)	15.96%	0.00
		Stationary/Forms	0.00		0.00			0.00
323	70001		0.00	0.00	127.18	127.18	No Budget	127.18
		Food	0.00		0.00			0.00

Template Name: GC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 39 of 61

Fund : 171

Monthly Comparative:								66.67%
				YTD		MTD		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	Expenditures/ Encumbrances	Funds Available	% Used	Actual/ Encumbrance
323	Food		0.00	0.00	1,299.04	1,299.04	No Budget	121.19
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	6,676.20	1,676.20	133.52%	921.12
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	1,776.79	776.79	177.68%	0.00
			0.00		0.00			0.00
514		Surety Bonds - Officials And Employees	0.00	0.00	100.00	100.00	No Budget	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(8,000.00)	(8,000.00)	16,488.10	8,488.10	206.10%	856.19
			0.00		0.00			0.00
556		Credit Card Fees	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
565		Permit Fee	0.00	0.00	525.00	525.00	No Budget	0.00
			0.00		0.00			0.00
598		Gift Shop Expenditures	(10,000.00)	(10,000.00)	13,443.36	3,443.36	134.43%	2,178.79
			0.00		0.00			0.00
620		Note Principal	(25,702.00)	(25,702.00)	0.00	(25,702.00)	0.00%	0.00
			0.00		0.00			0.00
620		RDA26	(45,136.00)	(45,136.00)	26,022.09	(19,113.91)	57.65%	0.00
		Note Principal	0.00		0.00			0.00
640		RDA26	(62,600.00)	(62,600.00)	36,823.91	(25,776.09)	58.82%	0.00
		Interest On Notes	0.00		0.00			0.00
640		JBANO	0.00	0.00	20,437.58	20,437.58	No Budget	8,272.34
		Interest On Notes	0.00		0.00			0.00
640		Interest On Notes	(41,590.00)	(41,590.00)	0.00	(41,590.00)	0.00%	0.00
			0.00		0.00			0.00
948		991	0.00	0.00	135,830.62	135,830.62	No Budget	(53,529.72)
		Furniture and Fixtures	0.00		0.00			0.00

Template Name:
Created by:

IGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time:

Janet Jennings
3/10/2025 2:52 PM
Page 40 of 61

Fund : 171		Monthly Comparative:		66.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund: 171			(611,182.00) (67,927.00)	(679,109.00)	532,134.02 0.00	(146,974.98)	78.36%	8,311.32 0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 41 of 61

Fund : 311

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
95001	K-8 Capital Project							
290			0.00	0.00	2,320.00	2,320.00	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
		Capital Projects	0.00	0.00	2,320.00	2,320.00	100.00%	0.00
			0.00		0.00			0.00
620	K8		0.00	0.00	0.00	0.00	No Budget	0.00
		Note Principal	0.00		0.00			0.00
		Capital Projects	0.00	0.00	0.00	0.00	100.00%	0.00
			0.00		0.00			0.00
640	K8		0.00	0.00	111,530.56	111,530.56	No Budget	0.00
		Interest On Notes	0.00		0.00			0.00
		Capital Projects	0.00	0.00	111,530.56	111,530.56	100.00%	0.00
			0.00		0.00			0.00
95003	AG Learning Center							
254			0.00	0.00	40,480.00	40,480.00	No Budget	0.00
		Architactural Services	0.00		0.00			0.00
256			0.00	0.00	1,800.00	1,800.00	No Budget	0.00
		Engineering Services	0.00		0.00			0.00
Total For Fund: 311			0.00	0.00	156,130.56	156,130.56	100.00%	0.00
			0.00		0.00			0.00

Template Name: 100
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 42 of 61

Fund : 334			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41591 Health Insurance Reimbursement								
142	131		0.00	0.00	91.56	91.56	No Budget	0.00
		Hospital And Health Insurance	0.00		0.00			0.00
142	110		0.00	0.00	29,044.99	29,044.99	No Budget	0.00
		Hospital And Health Insurance	0.00		0.00			0.00
142	413		0.00	0.00	14,201.77	14,201.77	No Budget	0.00
		Hospital And Health Insurance	0.00		0.00			0.00
Total For Fund: 334			0.00	0.00	43,338.32	43,338.32	100.00%	0.00
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 43 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113	Water Purification Facilities							
121			(463,071.00)	(463,071.00)	316,976.44	(146,094.56)	68.45%	40,854.64
		Salaries and Wages	0.00		0.00			0.00
121	100		0.00	0.00	66,848.26	66,848.26	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	5,010.11	5,010.11	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(35,425.00)	(35,425.00)	23,564.57	(11,860.43)	66.52%	3,047.53
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(71,915.00)	(71,915.00)	31,772.82	(40,142.18)	44.18%	652.27
		Hospital And Health Insurance	0.00		0.00			0.00
143			(25,774.00)	(25,774.00)	16,789.59	(8,984.41)	65.14%	2,451.30
		Employee Retirement Plan	0.00		0.00			0.00
143	100		0.00	0.00	4,010.88	4,010.88	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
146			(11,011.00)	(11,011.00)	0.00	(11,011.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(200.00)	(200.00)	263.40	63.40	131.70%	54.15
		Unemployment Insurance	0.00		0.00			0.00
148			(7,000.00)	(7,000.00)	1,050.00	(5,950.00)	15.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(700.00)	(700.00)	215.09	(484.91)	30.73%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(750.00)	(750.00)	1,970.00	1,220.00	262.67%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(600,000.00)	(600,000.00)	329,528.98	(270,471.02)	54.92%	42,594.47
		Electric	0.00		0.00			0.00
242			(2,000.00)	(2,000.00)	1,136.25	(863.75)	56.81%	135.00
		Water	0.00		0.00			0.00
245			(12,000.00)	(12,000.00)	9,401.57	(2,598.43)	78.35%	2,090.17
		Telephone And Other Communication Services	0.00		0.00			0.00

Template Name:
Created by: JGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 44 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248	GPS Services		(1,500.00) 0.00	(1,500.00)	1,069.22 0.00	(430.78)	71.28%	448.46 0.00
251	Medical Services		(3,500.00) 0.00	(3,500.00)	10,865.46 0.00	7,365.46	310.44%	9,260.75 0.00
259	Contract Lab Services		(15,000.00) 0.00	(15,000.00)	5,837.25 0.00	(9,162.75)	38.92%	296.00 0.00
261	Repair And Maintenance Motor Vehicles		(20,000.00) 0.00	(20,000.00)	7,053.39 0.00	(12,946.61)	35.27%	(769.90) 0.00
266	Repair And Maintenance Buildings		(40,000.00) 0.00	(40,000.00)	28,462.26 0.00	(11,537.74)	71.16%	14,804.00 0.00
269	Repair And Maintenance Utility Lines		0.00 0.00	0.00	(50.00) 0.00	(50.00)	No Budget	0.00 0.00
281	Repair and Maintenance Plant		(120,000.00) 0.00	(120,000.00)	1,480.84 0.00	(118,519.16)	1.23%	0.00 0.00
311	Office Supplies		(1,000.00) 0.00	(1,000.00)	904.96 0.00	(95.04)	90.50%	0.00 0.00
312	Small Items Of Equipment		(25,000.00) 0.00	(25,000.00)	7,178.07 0.00	(17,821.93)	28.71%	152.21 0.00
322	Chemical, Laboratory, And Medical Supplies		(27,500.00) 0.00	(27,500.00)	19,135.66 0.00	(8,364.34)	69.58%	1,094.32 0.00
324	Household And Janitorial Supplies		(3,250.00) 0.00	(3,250.00)	2,040.96 0.00	(1,209.04)	62.80%	0.00 0.00
326	Clothing And Uniforms		(6,000.00) 0.00	(6,000.00)	5,445.64 0.00	(554.36)	90.76%	672.28 0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(8,500.00) 0.00	(8,500.00)	5,997.86 0.00	(2,502.14)	70.56%	917.18 0.00
334	Tires, Tubes And Etc.		(2,500.00) 0.00	(2,500.00)	0.00 0.00	(2,500.00)	0.00%	0.00 0.00
344	Safety Supplies		(12,000.00) 0.00	(12,000.00)	1,275.77 0.00	(10,724.23)	10.63%	0.00 0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time:

Janet Jennings
3/10/2025 2:52 PM
Page 45 of 61

Fund : 413			Monthly Comparative:			66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
350		Supplies For Resale	0.00	0.00	1,619.00	1,619.00	No Budget	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(4,500.00)	(4,500.00)	2,148.62	(2,351.38)	47.75%	11.98
			0.00		0.00			0.00
390	100	Miscellaneous Supplies	0.00	0.00	35.09	35.09	No Budget	0.00
			0.00		0.00			0.00
493			(250,000.00)	(250,000.00)	109,818.53	(140,181.47)	43.93%	6,021.28
		Chemicals	0.00		0.00			0.00
533		Machinery And Equipment Rental	(60,000.00)	(60,000.00)	9,344.17	(50,655.83)	15.57%	466.67
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(5,500.00)	(5,500.00)	6,086.20	586.20	110.66%	399.08
			0.00		0.00			0.00
824		Intake Access Road Maintenance	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
			0.00		0.00			0.00
949	5102		0.00	0.00	5,000.00	5,000.00	No Budget	0.00
		Other Machinery And Equipment	0.00		0.00			0.00
949		Other Machinery And Equipment	(149,425.00)	(149,425.00)	0.00	(149,425.00)	0.00%	0.00
			0.00		0.00			0.00
981		WTP Plant Engineering	0.00	0.00	14,100.00	14,100.00	No Budget	0.00
			0.00		0.00			0.00
982		Plant Transmission Line	0.00	0.00	45,077.50	45,077.50	No Budget	3,702.50
			0.00		0.00			0.00
52114		Transmission And Distribution	(700,902.00)	(700,902.00)	430,642.85	(270,259.15)	61.44%	60,032.36
121		Salaries and Wages	0.00		0.00			0.00
121	100	Salaries and Wages	0.00	0.00	82,878.61	82,878.61	No Budget	0.00
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(53,619.00)	(53,619.00)	31,724.63	(21,894.37)	59.17%	4,452.69
			0.00		0.00			0.00
141	100	Oasi (Employer's Share)	0.00	0.00	6,177.53	6,177.53	No Budget	0.00
			0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 46 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142		Hospital And Health Insurance	(72,080.00)	(72,080.00)	48,454.34	(23,625.66)	67.22%	1,215.90
			0.00		0.00			0.00
143	100		0.00	0.00	4,972.72	4,972.72	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
143			(40,483.00)	(40,483.00)	24,888.94	(15,594.06)	61.48%	3,601.93
		Employee Retirement Plan	0.00		0.00			0.00
146			(16,272.00)	(16,272.00)	0.00	(16,272.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(350.00)	(350.00)	307.27	(42.73)	87.79%	74.53
		Unemployment Insurance	0.00		0.00			0.00
148			(20,000.00)	(20,000.00)	490.00	(19,510.00)	2.45%	100.00
		Employee Education And Training	0.00		0.00			0.00
213			0.00	0.00	26.33	26.33	No Budget	0.00
		Automobile Licenses And Titles	0.00		0.00			0.00
230			(6,500.00)	(6,500.00)	1,597.06	(4,902.94)	24.57%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
245			(10,400.00)	(10,400.00)	5,923.86	(4,476.14)	56.96%	1,057.50
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(3,950.00)	(3,950.00)	2,544.15	(1,405.85)	64.41%	363.45
		GPS Services	0.00		0.00			0.00
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)	4,718.73	(1,781.27)	72.60%	656.45
		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)	27,043.93	(27,956.07)	49.17%	1,452.20
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00

Template Name: 1 GC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 47 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
269	100		0.00	0.00	48,355.73	48,355.73	No Budget	0.00
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
269			(200,000.00)	(200,000.00)	229,647.53	29,647.53	114.82%	2,537.50
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
290			0.00	0.00	297.65	297.65	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
311			(3,000.00)	(3,000.00)	273.19	(2,726.81)	9.11%	0.00
		Office Supplies	0.00		0.00			0.00
312			(15,000.00)	(15,000.00)	3,017.22	(11,982.78)	20.11%	1,339.23
		Small Items Of Equipment	0.00		0.00			0.00
326			(10,000.00)	(10,000.00)	6,863.84	(3,136.16)	68.64%	1,232.27
		Clothing And Uniforms	0.00		0.00			0.00
331			(60,000.00)	(60,000.00)	28,853.73	(31,146.27)	48.09%	3,923.97
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(13,000.00)	(13,000.00)	10,197.82	(2,802.18)	78.44%	1,109.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(13,000.00)	(13,000.00)	5,649.95	(7,350.05)	43.46%	107.99
		Safety Supplies	0.00		0.00			0.00
348			(191,659.00)	(191,659.00)	9,100.00	(182,559.00)	4.75%	9,100.00
		Water Line Upgrades	0.00		0.00			0.00
349			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Water Loss Reduction	0.00		0.00			0.00
350			0.00	0.00	1,609.00	1,609.00	No Budget	0.00
		Supplies For Resale	0.00		0.00			0.00
390			(20,000.00)	(20,000.00)	11,349.49	(8,650.51)	56.75%	1,274.95
		Miscellaneous Supplies	0.00		0.00			0.00
390	100		0.00	0.00	12,520.82	12,520.82	No Budget	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
392			(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
		Fire Hydrants	0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 48 of 61

Fund : 413			Monthly Comparative:			66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
451	100		0.00	0.00	23,071.20	23,071.20	No Budget	2,998.10
		Rock and Crushed Stone	0.00		0.00			0.00
451		Rock and Crushed Stone	(20,000.00)	(20,000.00)	27,622.94	7,622.94	138.11%	1,324.56
			0.00		0.00			0.00
471		Asphalt And Asphalt Filler	0.00	0.00	767.60	767.60	No Budget	0.00
			0.00		0.00			0.00
491		Direct Boring Machine	(8,500.00)	(8,500.00)	6,261.07	(2,238.93)	73.66%	6,196.10
			0.00		0.00			0.00
533		Machinery And Equipment Rental	(2,000.00)	(2,000.00)	233.33	(1,766.67)	11.67%	233.33
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,000.00)	(6,000.00)	9,376.36	3,376.36	156.27%	1,059.20
			0.00		0.00			0.00
568		Annual Permit Fees	0.00	0.00	3.79	3.79	No Budget	0.00
			0.00		0.00			0.00
870		EDA - Washington Co Industrial Park	0.00	0.00	11,681.59	11,681.59	No Budget	0.00
			0.00		0.00			0.00
940		Machinery And Equipment	(40,000.00)	(40,000.00)	40,500.00	500.00	101.25%	0.00
			0.00		0.00			0.00
941		Vehicles	(85,000.00)	(85,000.00)	78,640.00	(6,360.00)	92.52%	0.00
			0.00		0.00			0.00
998		Other Capital Projects	(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
			0.00		0.00			0.00
52117	Administration And General Expenses							
121		Salaries and Wages	(821,860.00)	(821,860.00)	481,104.72	(340,755.28)	58.54%	61,589.35
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(62,872.00)	(62,872.00)	34,814.32	(28,057.68)	55.37%	4,476.66
			0.00		0.00			0.00
142		Hospital And Health Insurance	(121,677.00)	(121,677.00)	71,923.29	(49,753.71)	59.11%	943.61
			0.00		0.00			0.00

Template Name:
Created by:

LC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time:

Janet Jennings
3/10/2025 2:52 PM
Page 49 of 61

Fund : 413

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
143			(47,335.00)	(47,335.00)	27,418.64	(19,916.36)	57.92%	3,575.47
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,567.00)	(1,567.00)	0.00	(1,567.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(286.00)	(286.00)	244.85	(41.15)	85.61%	74.43
		Unemployment Insurance	0.00		0.00			0.00
168			(3,050.00)	(3,050.00)	0.00	(3,050.00)	0.00%	0.00
		USDA Wildlife Management	0.00		0.00			0.00
211			(60,000.00)	(60,000.00)	50,221.83	(9,778.17)	83.70%	9,000.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Public Relation	0.00		0.00			0.00
241			(9,500.00)	(9,500.00)	5,131.78	(4,368.22)	54.02%	1,080.10
		Electric	0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	538.30	(3,461.70)	13.46%	72.16
		Water	0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	3,157.81	(2,842.19)	52.63%	441.76
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(2,700.00)	(2,700.00)	1,542.59	(1,157.41)	57.13%	184.05
		Medical Services	0.00		0.00			0.00
252			(50,000.00)	(50,000.00)	40,717.60	(9,282.40)	81.44%	4,925.77
		Legal Services	0.00		0.00			0.00
253			(33,100.00)	(33,100.00)	28,850.00	(4,250.00)	87.16%	0.00
		Accounting And Auditing Services	0.00		0.00			0.00
255			(40,000.00)	(40,000.00)	33,355.00	(6,645.00)	83.39%	0.00
		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

Template Name:
Created by: JGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 50 of 61

Fund : 413				Monthly Comparative:		66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262		Repair And Maintenance Equipment	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
266		Repair And Maintenance Buildings	(4,000.00)	(4,000.00)	1,330.87	(2,669.13)	33.27%	521.50
271		Repair And Maintenance Water Tank	(33,235.00)	(33,235.00)	24,926.37	(8,308.63)	75.00%	0.00
288		Travel/Training/Car Allowance	(5,000.00)	(5,000.00)	1,453.21	(3,546.79)	29.06%	666.75
290		Other Contracted Services	0.00	0.00	832.47	832.47	No Budget	231.47
311		Office Supplies	(7,400.00)	(7,400.00)	3,028.79	(4,371.21)	40.93%	204.03
312		Small Items Of Equipment	(4,300.00)	(4,300.00)	2,554.45	(1,745.55)	59.41%	2,531.46
313		Stationary/Forms	(11,500.00)	(11,500.00)	7,604.32	(3,895.68)	66.12%	1,184.60
323		Food	(11,500.00)	(11,500.00)	14,349.08	2,849.08	124.77%	0.00
324		Household And Janitorial Supplies	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
326		Clothing And Uniforms	(400.00)	(400.00)	118.99	(281.01)	29.75%	0.00
390		Miscellaneous Supplies	(3,000.00)	(3,000.00)	1,729.13	(1,270.87)	57.64%	241.36
520		Property/Liability Insurance	(137,000.00)	(137,000.00)	103,911.62	(33,088.38)	75.85%	0.00
535		Equipment Leases & Maint Contracts	(32,250.00)	(32,250.00)	17,697.97	(14,552.03)	54.88%	2,050.43
555		Bank Service Charges	(10,000.00)	(10,000.00)	61,338.74	51,338.74	613.39%	335.10
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 51 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
564		Annual Maintenance Fee	(18,889.00)	(18,889.00)	0.00	(18,889.00)	0.00%	0.00
570			0.00		0.00			0.00
		NE TN Regional Economic Partnership	(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
592			0.00		0.00			0.00
		Payments In Lieu Of Taxes	(260,000.00)	(260,000.00)	0.00	(260,000.00)	0.00%	0.00
620			0.00		0.00			0.00
		Note Principal	(928,607.00)	(928,607.00)	0.00	(928,607.00)	0.00%	0.00
630			0.00		0.00			0.00
		BD13B	(45,015.00)	(45,015.00)	30,135.61	(14,879.39)	66.95%	3,739.60
		Interest On Bond Debt	0.00		0.00			0.00
630		BND22	(125,103.00)	(125,103.00)	130,398.25	5,295.25	104.23%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BD21B	(64,630.00)	(64,630.00)	32,315.00	(32,315.00)	50.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BND13	(1,149.00)	(1,149.00)	910.96	(238.04)	79.28%	82.31
		Interest On Bond Debt	0.00		0.00			0.00
630		BD21A	(68,750.00)	(68,750.00)	34,375.00	(34,375.00)	50.00%	0.00
		Interest On Bond Debt	0.00		0.00			0.00
630		BND12	(22,830.00)	(22,830.00)	15,286.95	(7,543.05)	66.96%	1,896.28
		Interest On Bond Debt	0.00		0.00			0.00
640		CP22A	(48,131.00)	(48,131.00)	23,162.50	(24,968.50)	48.12%	0.00
		Interest On Notes	0.00		0.00			0.00
640		TDEC	(8,900.00)	(8,900.00)	0.00	(8,900.00)	0.00%	0.00
		Interest On Notes	0.00		0.00			0.00
641			0.00	0.00	1,326.60	1,326.60	No Budget	0.00
		Fiscal Agent Fees	0.00		0.00			0.00
650			(1,843.00)	(1,843.00)	0.00	(1,843.00)	0.00%	0.00
		Bonds - Other Fees	0.00		0.00			0.00
52118		Meter Department						
121			(452,127.00)	(452,127.00)	283,811.28	(168,315.72)	62.77%	39,718.58
		Salaries and Wages	0.00		0.00			0.00

Template Name: JGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 52 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
121	100	Salaries and Wages	0.00	0.00	72,069.61	72,069.61	No Budget	0.00
141			0.00		0.00			0.00
			(34,588.00)	(34,588.00)	20,663.98	(13,924.02)	59.74%	2,911.26
141	100	Oasi (Employer's Share)	0.00	0.00	0.00			0.00
			0.00	0.00	5,373.33	5,373.33	No Budget	0.00
141	100	Oasi (Employer's Share)	0.00	0.00	0.00			0.00
142			(51,182.00)	(51,182.00)	37,340.41	(13,841.59)	72.96%	497.72
			0.00		0.00			0.00
143		Hospital And Health Insurance	0.00	(26,871.00)	16,685.45	(10,185.55)	62.09%	2,371.14
143	100	Employee Retirement Plan	0.00	0.00	0.00			0.00
			0.00	0.00	4,324.18	4,324.18	No Budget	0.00
143	100	Employee Retirement Plan	0.00	0.00	0.00	(10,950.00)	0.00%	0.00
146		Workmen's Compensation	0.00	(250.00)	207.05	(42.95)	82.82%	58.45
147			0.00		0.00			0.00
			(8,000.00)	(8,000.00)	390.00	(7,610.00)	4.88%	390.00
148		Employee Education And Training	0.00	(6,000.00)	2,738.00	(3,262.00)	45.63%	659.69
245		Telephone And Other Communication Services	0.00	(2,500.00)	1,187.27	(1,312.73)	47.49%	169.61
248			0.00		0.00			0.00
			(5,000.00)	(5,000.00)	918.00	(4,082.00)	18.36%	102.25
251		Medical Services	0.00	(12,000.00)	2,572.38	(9,427.62)	21.44%	(42.66)
261		Repair And Maintenance Motor Vehicles	0.00	(93,000.00)	4,484.33	(88,515.67)	4.82%	4,043.00
290		Other Contracted Services	0.00	(8,000.00)	1,348.92	(6,651.08)	16.86%	605.44
311		Office Supplies	0.00		0.00			0.00

Template Name:
Created by: JCC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 53 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(10,000.00) 0.00	(10,000.00)	1,606.03 0.00	(8,393.97)	16.06%	(475.86) 0.00
326		Clothing And Uniforms	(10,000.00) 0.00	(10,000.00)	2,990.73 0.00	(7,009.27)	29.91%	307.92 0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(24,000.00) 0.00	(24,000.00)	10,777.58 0.00	(13,222.42)	44.91%	1,389.93 0.00
334		Tires, Tubes And Etc.	(5,000.00) 0.00	(5,000.00)	2,779.52 0.00	(2,220.48)	55.59%	611.52 0.00
344		Safety Supplies	(4,000.00) 0.00	(4,000.00)	1,201.24 0.00	(2,798.76)	30.03%	0.00 0.00
353		Water Purchased For Resale	(50,000.00) 0.00	(50,000.00)	0.00 0.00	(50,000.00)	0.00%	0.00 0.00
390		Miscellaneous Supplies	(6,000.00) 0.00	(6,000.00)	2,598.34 0.00	(3,401.66)	43.31%	614.90 0.00
391		Water Meters	(200,000.00) 0.00	(200,000.00)	82,484.49 0.00	(117,515.51)	41.24%	0.00 0.00
535		Equipment Leases & Maint Contracts	(8,000.00) 0.00	(8,000.00)	6,128.02 0.00	(1,871.98)	76.60%	512.02 0.00
951		Vehicles - Trucks	(40,000.00) 0.00	(40,000.00)	35,000.00 0.00	(5,000.00)	87.50%	0.00 0.00
52119	Wash Co WL							
121	100	Salaries and Wages	0.00	0.00	35,258.27 0.00	35,258.27	No Budget	0.00 0.00
121		Salaries and Wages	0.00	0.00	167,181.95 0.00	167,181.95	No Budget	26,477.90 0.00
141		Oasi (Employer's Share)	0.00	0.00	11,753.58 0.00	11,753.58	No Budget	1,898.20 0.00
141	100	Oasi (Employer's Share)	0.00	0.00	2,569.27 0.00	2,569.27	No Budget	0.00 0.00

Template Name:
Created by: JGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 54 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142			0.00	0.00	42,403.94	42,403.94	No Budget	263.63
		Hospital And Health Insurance	0.00		0.00			0.00
143	100		0.00	0.00	2,115.51	2,115.51	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
143			0.00	0.00	9,819.13	9,819.13	No Budget	1,588.68
		Employee Retirement Plan	0.00		0.00			0.00
147			0.00	0.00	136.48	136.48	No Budget	37.51
		Unemployment Insurance	0.00		0.00			0.00
245			0.00	0.00	332.99	332.99	No Budget	81.85
		Telephone And Other Communication Services	0.00		0.00			0.00
251			0.00	0.00	583.00	583.00	No Budget	270.00
		Medical Services	0.00		0.00			0.00
261			0.00	0.00	5,602.14	5,602.14	No Budget	35.38
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
261	100		0.00	0.00	416.64	416.64	No Budget	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
312			0.00	0.00	605.90	605.90	No Budget	0.00
		Small Items Of Equipment	0.00		0.00			0.00
326			0.00	0.00	4,045.65	4,045.65	No Budget	426.92
		Clothing And Uniforms	0.00		0.00			0.00
331			0.00	0.00	10,544.10	10,544.10	No Budget	1,729.49
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			0.00	0.00	2,033.33	2,033.33	No Budget	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
341			0.00	0.00	1,766.40	1,766.40	No Budget	122.10
		Consumable Tools	0.00		0.00			0.00
451			0.00	0.00	8,566.14	8,566.14	No Budget	5,242.19
		Rock and Crushed Stone	0.00		0.00			0.00
471			0.00	0.00	1,710.95	1,710.95	No Budget	0.00
		Asphalt And Asphalt Filler	0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 55 of 61

Fund : 413				Monthly Comparative:		66.67%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
934	5018		0.00	0.00	134,491.52	134,491.52	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5022		0.00	0.00	115,500.00	115,500.00	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5020		0.00	0.00	742,602.99	742,602.99	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5023		0.00	0.00	607,197.75	607,197.75	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5016		0.00	0.00	244,269.45	244,269.45	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5019		0.00	0.00	1,328.76	1,328.76	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
52213	Sewer Treatment And Disposal							
121			(754,651.00)	(754,651.00)	459,216.90	(295,434.10)	60.85%	59,399.48
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	13,530.64	13,530.64	No Budget	0.00
	Salaries and Wages		0.00		0.00			0.00
141			(57,731.00)	(57,731.00)	33,073.92	(24,657.08)	57.29%	4,291.35
	Oasi (Employer's Share)		0.00		0.00			0.00
141	100		0.00	0.00	993.65	993.65	No Budget	0.00
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(113,360.00)	(113,360.00)	68,910.68	(44,449.32)	60.79%	1,001.35
	Hospital And Health Insurance		0.00		0.00			0.00
143	100		0.00	0.00	811.86	811.86	No Budget	0.00
	Employee Retirement Plan		0.00		0.00			0.00
143			(44,851.00)	(44,851.00)	27,090.53	(17,760.47)	60.40%	3,563.98
	Employee Retirement Plan		0.00		0.00			0.00
146			(14,415.00)	(14,415.00)	0.00	(14,415.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(350.00)	(350.00)	344.96	(5.04)	98.56%	102.24
	Unemployment Insurance		0.00		0.00			0.00

Template Name:
Created by: LCC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 56 of 61

Fund : 413

Fund : 413

Monthly Comparative:					66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148		Employee Education And Training	(10,000.00)	(10,000.00)	1,684.25	(8,315.75)	16.84%	200.00
211		Postage, Box Rent, Etc.	(250.00)	(250.00)	255.45	5.45	102.18%	0.00
213		Automobile Licenses And Titles	0.00	0.00	26.33	26.33	No Budget	0.00
230		Publicity, Subscriptions, And Dues	(18,000.00)	(18,000.00)	10,410.00	(7,590.00)	57.83%	0.00
241		PLANT	(145,000.00)	(145,000.00)	84,890.85	(60,109.15)	58.55%	15,496.38
241		Electric	0.00	0.00	0.00	0.00	0.00%	0.00
241		ADMIN	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
241		Electric	0.00	0.00	0.00	0.00	0.00%	0.00
241		LIFTS	(55,000.00)	(55,000.00)	55,649.54	649.54	101.18%	21,266.42
241		Electric	0.00	0.00	0.00	0.00	0.00%	0.00
245		Telephone And Other Communication Services	(22,000.00)	(22,000.00)	15,100.65	(6,899.35)	68.64%	2,271.76
248			0.00	0.00	0.00	0.00	0.00%	0.00
248		GPS Services	(2,700.00)	(2,700.00)	2,035.32	(664.68)	75.38%	290.76
249			0.00	0.00	0.00	0.00	0.00%	0.00
249		GIS Mapping Services	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
251			0.00	0.00	0.00	0.00	0.00%	0.00
251		Medical Services	(4,500.00)	(4,500.00)	3,696.20	(803.80)	82.14%	646.00
259			0.00	0.00	0.00	0.00	0.00%	0.00
259		Contract Lab Services	(16,500.00)	(16,500.00)	11,709.01	(4,790.99)	70.96%	0.00
261			0.00	0.00	0.00	0.00	0.00%	0.00
261		Repair And Maintenance Motor Vehicles	(25,000.00)	(25,000.00)	19,264.26	(5,735.74)	77.06%	(649.59)
262			0.00	0.00	0.00	0.00	0.00%	0.00
262		Repair And Maintenance Motor Vehicles	0.00	0.00	735.90	735.90	No Budget	0.00
262		Repair And Maintenance Equipment	0.00	0.00	0.00	0.00	0.00%	0.00
262		GENER	(23,000.00)	(23,000.00)	15,490.16	(7,509.84)	67.35%	0.00
262		Repair And Maintenance Equipment	0.00	0.00	0.00	0.00	0.00%	0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 57 of 61

Fund : 413

			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262	PLANT	Repair And Maintenance Equipment	(30,000.00)	(30,000.00)	22,461.70	(7,538.30)	74.87%	1,723.00
			0.00		0.00			0.00
266	COMPO	Repair And Maintenance Buildings	0.00	0.00	700.00	700.00	No Budget	0.00
			0.00		0.00			0.00
266	PLANT	Repair And Maintenance Buildings	(3,000.00)	(3,000.00)	2,295.13	(704.87)	76.50%	1,511.58
			0.00		0.00			0.00
269		Repair And Maintenance Utility Lines	(40,000.00)	(40,000.00)	26,415.59	(13,584.41)	66.04%	8,362.32
			0.00		0.00			0.00
290		Other Contracted Services	0.00	0.00	167.80	167.80	No Budget	0.00
			0.00		0.00			0.00
311	Office Supplies		(5,000.00)	(5,000.00)	544.54	(4,455.46)	10.89%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		0.00	0.00	199.99	199.99	No Budget	0.00
			0.00		0.00			0.00
322	Chemical, Laboratory, And Medical Supplies		(20,000.00)	(20,000.00)	3,222.95	(16,777.05)	16.11%	137.08
			0.00		0.00			0.00
324	Household And Janitorial Supplies		(1,500.00)	(1,500.00)	567.23	(932.77)	37.82%	0.00
			0.00		0.00			0.00
326	Clothing And Uniforms		(12,000.00)	(12,000.00)	7,724.13	(4,275.87)	64.37%	705.76
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(45,000.00)	(45,000.00)	18,050.80	(26,949.20)	40.11%	3,438.44
			0.00		0.00			0.00
334	Tires, Tubes And Etc.		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
344	Safety Supplies		(6,000.00)	(6,000.00)	1,462.86	(4,537.14)	24.38%	70.00
			0.00		0.00			0.00
390	Miscellaneous Supplies		(5,500.00)	(5,500.00)	4,286.64	(1,213.36)	77.94%	324.81
			0.00		0.00			0.00
471	Asphalt And Asphalt Filler		(20,000.00)	(20,000.00)	16,803.29	(3,196.71)	84.02%	3,985.85
			0.00		0.00			0.00

Template Name:
Created by: JGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 58 of 61

Fund : 413

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
493		Chemicals	(75,000.00)	(75,000.00)	32,566.31	(42,433.69)	43.42%	2,360.08
			0.00		0.00			0.00
494		Pretreatment	(5,000.00)	(5,000.00)	1,897.30	(3,102.70)	37.95%	0.00
			0.00		0.00			0.00
533		Machinery And Equipment Rental	(15,000.00)	(15,000.00)	980.00	(14,020.00)	6.53%	500.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,500.00)	(6,500.00)	7,556.40	1,056.40	116.25%	731.66
			0.00		0.00			0.00
568		Annual Permit Fees	(8,000.00)	(8,000.00)	6,220.00	(1,780.00)	77.75%	0.00
			0.00		0.00			0.00
820		Sewer Rehabilitation	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
			0.00		0.00			0.00
821		Lift Stations Maintenance	(75,000.00)	(75,000.00)	44,589.47	(30,410.53)	59.45%	145.00
			0.00		0.00			0.00
822		Sludge Disposal Fees	(25,000.00)	(25,000.00)	14,775.02	(10,224.98)	59.10%	2,320.18
			0.00		0.00			0.00
823		Electrical Maintenance Service	(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
			0.00		0.00			0.00
940		Machinery And Equipment	(130,000.00)	(130,000.00)	129,710.20	(289.80)	99.78%	0.00
			0.00		0.00			0.00
978		Sewer Pump Station A	0.00	0.00	11,200.00	11,200.00	No Budget	0.00
			0.00		0.00			0.00
52315		Shop & Maintenance						
121		100	0.00	0.00	5,144.18	5,144.18	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
121		Salaries and Wages	(232,020.00)	(232,020.00)	140,017.48	(92,002.52)	60.35%	19,195.77
			0.00		0.00			0.00
141		100	0.00	0.00	351.95	351.95	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 59 of 61

Fund : 413				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	(17,750.00)	(17,750.00)	9,757.03	(7,992.97)	54.97%	1,334.98
			0.00		0.00			0.00
142		Hospital And Health Insurance	(43,832.00)	(43,832.00)	30,513.94	(13,318.06)	69.62%	285.90
			0.00		0.00			0.00
143		Employee Retirement Plan	(13,801.00)	(13,801.00)	8,240.97	(5,560.03)	59.71%	1,151.74
			0.00		0.00			0.00
143	100	Employee Retirement Plan	0.00	0.00	308.65	308.65	No Budget	0.00
			0.00		0.00			0.00
146		Workmen's Compensation	(3,829.00)	(3,829.00)	0.00	(3,829.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(110.00)	(110.00)	114.31	4.31	103.92%	38.75
			0.00		0.00			0.00
241		Electric	(12,000.00)	(12,000.00)	3,647.21	(8,352.79)	30.39%	765.16
			0.00		0.00			0.00
242		Water	(1,000.00)	(1,000.00)	320.24	(679.76)	32.02%	73.55
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(2,250.00)	(2,250.00)	2,103.97	(146.03)	93.51%	300.65
			0.00		0.00			0.00
248		GPS Services	(300.00)	(300.00)	169.61	(130.39)	56.54%	24.23
			0.00		0.00			0.00
251		Medical Services	(1,000.00)	(1,000.00)	1,018.40	18.40	101.84%	40.90
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(3,350.00)	(3,350.00)	361.10	(2,988.90)	10.78%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	337.97	(662.03)	33.80%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(2,000.00)	(2,000.00)	1,284.02	(715.98)	64.20%	270.00
			0.00		0.00			0.00
288		Travel/Training/Car Allowance	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name:
Created by: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User:
Date/Time: Janet Jennings
3/10/2025 2:52 PM
Page 60 of 61

Fund : 413				Monthly Comparative:			66.67%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
290			0.00	0.00	20.98	20.98	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
311			0.00	0.00	148.17	148.17	No Budget	19.69
		Office Supplies	0.00		0.00			0.00
312			(9,300.00)	(9,300.00)	1,225.14	(8,074.86)	13.17%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
324			(4,500.00)	(4,500.00)	593.38	(3,906.62)	13.19%	0.00
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(2,500.00)	(2,500.00)	1,902.35	(597.65)	76.09%	166.36
		Clothing And Uniforms	0.00		0.00			0.00
331			(2,800.00)	(2,800.00)	1,081.63	(1,718.37)	38.63%	200.19
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
341			(13,310.00)	(13,310.00)	3,240.32	(10,069.68)	24.35%	559.94
		Consumable Tools	0.00		0.00			0.00
344			(2,000.00)	(2,000.00)	777.49	(1,222.51)	38.87%	0.00
		Safety Supplies	0.00		0.00			0.00
345			(1,000.00)	(1,000.00)	952.18	(47.82)	95.22%	282.26
		Welding Supplies	0.00		0.00			0.00
346			(2,200.00)	(2,200.00)	92.76	(2,107.24)	4.22%	0.00
		Wash Bay Maintenance and Supplies	0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	48.83	(951.17)	4.88%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(3,200.00)	(3,200.00)	3,960.62	760.62	123.77%	282.13
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
949			0.00	0.00	8,638.00	8,638.00	No Budget	0.00
		Other Machinery And Equipment	0.00		0.00			0.00
Total For Fund: 413				(10,347,393.00)	7,782,764.09	(2,564,628.91)	75.21%	586,654.65
			0.00		0.00			0.00

Template Name: IGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
February 2025

User: Janet Jennings
Date/Time: 3/10/2025 2:52 PM
Page 61 of 61

Fund : 619

Fund : 619			Monthly Comparative:		66.67%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42129 Drug Investigation And Control								
280		Travel	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
			0.00		0.00			0.00
290			0.00	0.00	2,000.00	2,000.00	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
308			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		K-9 Supplies and Training	0.00		0.00			0.00
309			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Undercover Cash	0.00		0.00			0.00
519			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Other Liability Insurance	0.00		0.00			0.00
599			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Sundry	0.00		0.00			0.00
953			0.00	0.00	35,334.60	35,334.60	No Budget	0.00
		Handheld Police Radios	0.00		0.00			0.00
Total For Fund: 619			(9,500.00)	(9,500.00)	37,334.60	27,834.60	393.00%	0.00
			0.00		0.00			0.00

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

DATE: March 17, 2025 **AGENDA ITEM #:** 2-a

SUBJECT: Mayor Communication – Committee Appointments

Historic Zoning Commission

Appoint Colton Brasure to fill a vacant term expiring August, 2026.

Appoint Matt Kehn to fill a vacant term expiring March, 2028.

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

DATE: <u>March 17, 2025</u>	AGENDA ITEM	Old Business <u>6. A</u>
SUBJECT: <u>2nd Reading – Annexation of Property located on Boones Creek Rd.</u>		

BACKGROUND:

The Town has received a written annexation request from property owner Wolfe Development, GP. The subject property is located off Boones Creek Road, is part of the Reserves at Boones Creek project, and is further described on Washington County Tax Map 52, Part of Parcel 70.00. The request is to annex approximately 14.3 acres. The request includes zoning the tract of land to PRD (Planned Residential District).

The Plan of Services reflects that all town services **are available** to the subject tract at the time of annexation. Future development of the tract would need to coordinate with the Town's development services and meet the Town's development regulations and standards. This annexation process does not constitute the approval of any future development plans that may or may not require infrastructure improvements to be made by the Town or Owner/Developer, only that town services are available to the subject tract.

The Jonesborough Regional Planning Commission voted unanimously to recommend the annexation and plan of services at the January 21, 2025, regular called meeting.

The BMA has passed the Annexation on First Reading on February 10, 2025.

RECOMMENDATION:

1. Approve the Plan of Services as presented.
2. Approve the Resolution annexing, by request, property owned by Wolfe Development, GP, identified as Parcel 70.00 on Washington County Tax Map 52, located off Boones Creek Road and within the Reserves at Boones Creek project, on Second and Final Reading.
3. Approve the Ordinance zoning the property PRD (Planned Residential District), on Second and Final Reading.

**ANNEXATION OF PROPERTY KNOWN AS THE "WOLFE DEVELOPMENT GP
BOONES CREEK ROAD ANNEXATION 14.3 ACRES"
WASHINGTON COUNTY TAX MAP 52, PARCEL 70.00
INFORMATION SUMMARY**

PLAN OF SERVICES

A. Police

Jonesborough Police Services will be provided in accordance with Town policies from the effective date of annexation.

B. Fire Protection

The area proposed for annexation is currently served by the Jonesborough Fire Department.

C. Water Service

Public water is available to the subject property. Future development of the tract would need to coordinate with the Town's development services and meet the Town's development regulations and standards. This annexation process does not constitute the approval of any future development plans that may or may not require infrastructure improvements to be made by the Town or Owner/Developer, only that town services are available to the subject tract.

D. Sewer Service

Public sewer is available to the subject property. Future development of the tract would need to coordinate with the Town's development services and meet the Town's development regulations and standards. This annexation process does not constitute the approval of any future development plans that may or may not require infrastructure improvements to be made by the Town or Owner/Developer, only that town services are available to the subject tract.

E. Electrical Service

Electric service will be provided by BrightRidge.

F. Refuse and Recycling Collection

Regular weekly refuse and recycling collection service will be provided to the property and any future development on it from the effective date of annexation.

G. Streets

The subject property will be served by the internal road system developed as part of the Reserve at Boones Creek residential project. In the case of future development of

the subject property the developer is required to consult the Town Staff regarding street infrastructure. If properly constructed to meet the regulations and standards of the Town, the streets and sidewalks will be accepted by the Town.

H. Streetlights

Streetlights will be provided in accordance with Town policies from the effective date of annexation.

I. Inspections

Inspection services provided by the Town (building, plumbing, mechanical, zoning, etc.) will be extended to the annexed area on the effective date of annexation.

J. Planning and Zoning

The Town's planning and land use control authority as authorized by state law will be extended to the annexed area on the effective date of annexation. This will include the administration and enforcement of zoning and subdivision regulations. The proposed annexation area is recommended to be zoned PRD Planned Residential District.

**RESOLUTION NO. 2025-03 ANNEXATION
(SEE ALSO ORDINANCE NO. (2025-02))**

A RESOLUTION TO ANNEX A PORTION OF CERTAIN PROPERTY LOCATED WITH THE 15th CIVIL DISTRICT OF WASHINGTON COUNTY, TENNESSEE ADJOINING THE PRESENT CORPORATION BOUNDARIES OF THE TOWN OF JONESBOROUGH, TENNESSEE, AND TO INCORPORATE THE SAME WITHIN THE CORPORATE BOUNDARIES OF THE TOWN OF JONESBOROUGH, TENNESSEE, SAID PROPERTY BEING KNOWN AS THE **"WOLFE DEVELOPMENT GP BOONES CREEK ROAD ANNEXATION 14.3 ACRES"**; DESCRIBED ON WASHINGTON COUNTY TAX MAP 52, PART OF PARCEL 70.00; AND TO ZONE SAID PROPERTY PRD (PLANNED RESIDENTIAL DISTRICT AS DESCRIBED HEREIN AND TO AMEND THE ZONING MAP OF THE TOWN OF JONESBOROUGH, TENNESSEE ACCORDINGLY, BEING A PART OF THE APPENDIX TO ORDINANCE NO. 2025-02.

WHEREAS, the annexation of such territory is deemed necessary for the welfare of the territory as well as for the welfare of the town as a whole; and

WHEREAS, the Jonesborough Regional Planning Commission has considered and approved the area for annexation during regular session on January 21, 2025; and

WHEREAS, the Jonesborough Regional Planning Commission has considered and approved a Plan of Services for the area during regular session on January 21, 2025, a copy of which is attached hereto; and

WHEREAS, the Jonesborough Regional Planning Commission has considered and approved a proposal for zoning said property during regular session on January 21, 2025; which proposal is made a part of this resolution as Section 2;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF JONESBOROUGH AS FOLLOWS:

SECTION 1. Pursuant to authority conferred by the Town of Jonesborough. Tennessee Charter, there is hereby annexed to the Town of Jonesborough, Tennessee, and incorporated within the corporate boundaries thereof, the following described territory adjoining the present corporate boundaries and situate, lying and being in the 15th Civil District of Washington County, Tennessee.

SECTION 2. BE IT FURTHER RESOLVED that the area herein described and annexed be zoned PRD Planned Residential District. (See also Ordinance No. 2025-02).

SECTION 3. BE IT FURTHER RESOLVED that this resolution shall become operative from and after its passage as provided in the Town of Jonesborough, Tennessee Charter.

Approved by the Planning Commission January 21, 2025

Passed on First Reading February 10, 2025

Public Hearing Held _____

Passed on Second Reading _____

Approved and Signed in Open Meeting _____
CHUCK VEST, MAYOR

Attest: _____
JANET JENNINGS, TOWN RECORDER

Approved as to Form: _____
JAMES R. WHEELER, TOWN ATTORNEY

ORDINANCE NO. 2025-02
(SEE RESOLUTION NO. 2025-03)

AN ORDINANCE TO AMEND THE ZONING MAP OF THE TOWN OF JONESBOROUGH, TENNESSEE BEING PART OF THE APPENDIX TO ORDINANCE NO. 2025-02 ENTITLED "AN ORDINANCE TO ADOPT A CODE OF LAWS AND ORDINANCES FOR THE TOWN OF JONESBOROUGH, TENNESSEE, AND TO REPEAL ALL LAWS AND ORDINANCES IN CONFLICT THEREWITH", AND AMENDATORY THEREOF, BY ASSIGNING A PRD (PLANNED RESIDENTIAL DISTRICT TO CERTAIN PROPERTY WITHIN THE 15TH CIVIL DISTRICT OF WASHINGTON COUNTY, TENNESSEE AND DESCRIBED ON WASHINGTON COUNTY TAX MAP 52, PARCEL 70.00, AND KNOWN AS THE "WOLFE DEVELOPMENT GP BOONES CREEK ROAD ANNEXATION 14.3 ACRES".

BE IT ORDAINED BY THE TOWN OF JONESBOROUGH AS FOLLOWS:

SECTION 1. That the Zoning Map of the Town of Jonesborough, Tennessee, being a part of the appendix to Ordinance No. 2025-02 entitled, "An Ordinance to Adopt a Code of Laws and Ordinances for the Town of Jonesborough, Tennessee, and to Repeal All Laws and Ordinances in Conflict Therewith," and all ordinances supplementary thereto and amendatory thereof, be and the same is hereby amended and modified by assigning the zoning on the following described property on Washington County Tax Map 52, Parcel 70.00 of a PRD (Planned Residential District). See descriptions marked "Exhibit A" and "Exhibit B" hereto.

SECTION 2. BE IT FURTHER ORDAINED, that all ordinances and parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 3. BE IT FURTHER ORDAINED, that this ordinance shall take effect from and after its passage on second and final reading and publication as required by law, the public welfare requiring it.

This Ordinance takes effect from and after its passage on second and final reading, the welfare of the Town of Jonesborough, Tennessee requiring it.

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

Those voting against: _____

PASSED ON FIRST READING February 10, 2025

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING _____

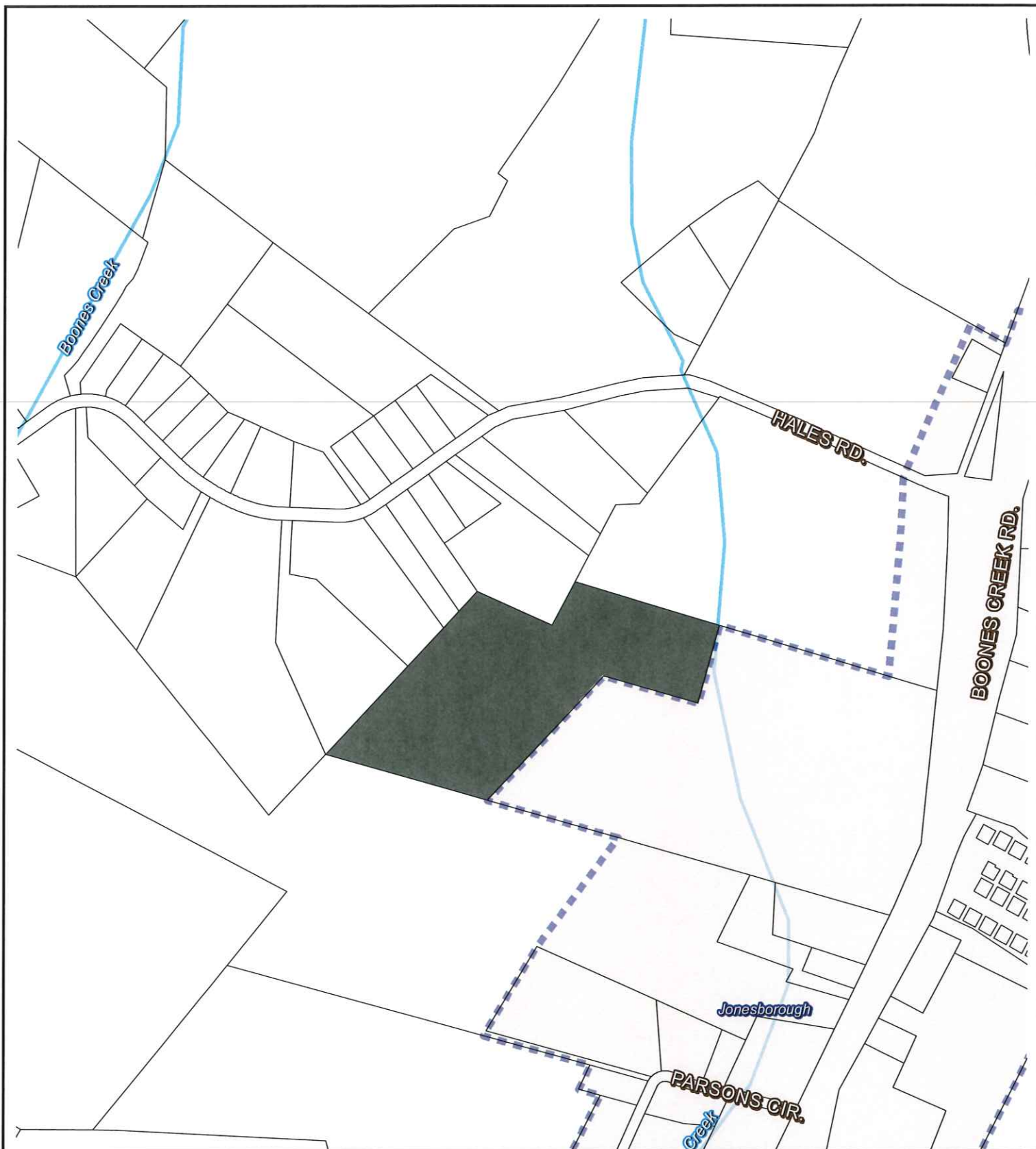
CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY



Wolfe Development, GP Property, 15th Civil District, Tax Map 052, Parcel 070.00

Prepared for the Town of Jonesborough, Tennessee by the Washington County, Tennessee Zoning Office. Not for engineering purposes.

0 250 500 1,000 1,500 Feet

 Tax Parcels
  Municipal Boundaries

 Subject Area

Coordinate System: NAD 1983 StatePlane Tennessee FIPS 4100 Feet
 Projection: Lambert Conformal Conic
 Datum: North American 1983
 False Easting: 1,968,500.0000
 False Northing: 0.0000
 Central Meridian: -86.0000
 Standard Parallel 1: 35.2500
 Standard Parallel 2: 36.4167
 Latitude Of Origin: 34.3333
 Units: Foot US

Date Created: 1/17/2025 10:19:33 AM
 Software Version: ArcGIS 10.8.1
 Cartographer: Christopher Pape, GISP



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

DATE: March 17, 2025 **AGENDA ITEM** New Business
7. A.1

SUBJECT: Special Event Request – JAMSA Star Wars

BACKGROUND:

We have received a Special Events Application from Jerome Bowers for the "Star Wars Day – May the 4th Be With You" sponsored by JAMSA on Sunday, May 4, 2025, with the event starting at 1:00 PM and ending at 5:00 PM. Total time for event setup and take down is from 12:00 PM to 6:00 PM. The purpose of the event is to bring new and returning visitors to our area. Businesses will be serving food and beverages inside the stores and participating in outdoor activities downtown. The estimated number expected to attend is 2000 and the estimated number of town citizens expected to either participate in and/or view the event is 400+. Request for services include police and security, signage, communications and/or publicity, and refuse collection.

Street closure has not been requested as part of their application; however the application states a request to place the town's "5 mph sign" on either Main Street or Boone Street.

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

RECOMMENDATION:

Approve the Star Wars Day – May the 4th Be With You Special Event Application sponsored by JAMSA on Sunday, May 4, 2025, from 1:00 PM to 5:00 PM, 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 Jerome Bowers, JAMSA Board Member

3/2/2025

Address 103 E Main St, Jonesborough, TN 37659

Phone 423-767-1515

Fax _____

Email crystalravenrocks@outlook.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 JAMSA - Jonesborough Area Merchants and Service Association

Purpose JAMSA's purpose is to promote business activity in Jonesborough, to develop a sense of community between Merchants, businesses, and The Town of Jonesborough, and to organize, direct, and implement activities that enhance business and the town.

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:

Star Wars Day - May the 4th Be With You

Event Information:

Name of Event Star Wars Day - May the 4th Be With You

Description & Purpose of Event Star Wars Day will bring new faces to town, to enjoy food and

beverages inside the stores and participate in outdoor activities spread throughout downtown.

No alcohol will be served at the event.

Dates and hours of event 5/4/2025 1-5 PM Estimated number expected to attend _____

We will sell 800 tickets but families will share tickets so we estimate 2000 in attendance.

Estimated number of town citizens expected to either participate in and/or view the event 300

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 Front of Courthouse and ISC Plaza Dates & Hours 5/4/2025 1-5 PM
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: _____ Signature: Thomas B. McLeod
Print Name: Jerome Bowers Thomas B. McLeod
Title: JAMSA Vice President

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: _____ Signature: Thomas B. McLeod
Print Name: Jerome Bowers Thomas B. McLeod
Title: JAMSA Vice President

Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 5th day of March, 2025, in
the Town of Jonesborough, County of Washington, State of Tennessee

JAMSA - Jonesborough Area Merchants
The parties to the agreement are the undersigned and Service Association
(Name of Organization or Sponsor)
called "indemnitor", and the Town of Jonesborough, Tennessee, call "indemnatee."

Indemnitor has submitted a Special Event Permit Application to indemnatee. The agreement is attached as Exhibit 1 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 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 indemnatee'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 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 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 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 the special event 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 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: JAMSA - Jonesborough Area Merchants and Service Association

By: 

Printed Name: Jerome Bowers

Title: JAMSA Vice President

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Jerome Bowers, 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 JAMSA Vice President (title) of Jonesborough Area Merchants and Service Association (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 5th of March, 20 25.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



JAMSA's May the 4th Star Wars Event 2025

Special Event Permit Application

1. **Hold Harmless Agreement** – See attached.
2. **List of pre-events and post-events** - None
3. **Map with city streets** – See attached
4. **Outline of your publicity plan** –

Event organizers will work closely with the Town's Marketing Team and will utilize the below forms of marketing to promote the event.

- **Press Releases**

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

- **Social Media**

Social media will be the primary source of marketing. This platform will be utilized throughout the season and handled by the Marketing Team as well as JAMSA members to post on the JAMSA pages.

- **Website**

Creation and updates are made by Town Staff. We will utilize jonesboroughn.org and jonesborough.com

- **Post Event Publicity**

The Marketing Team will create post-event social media posts.

- **Media Relations**

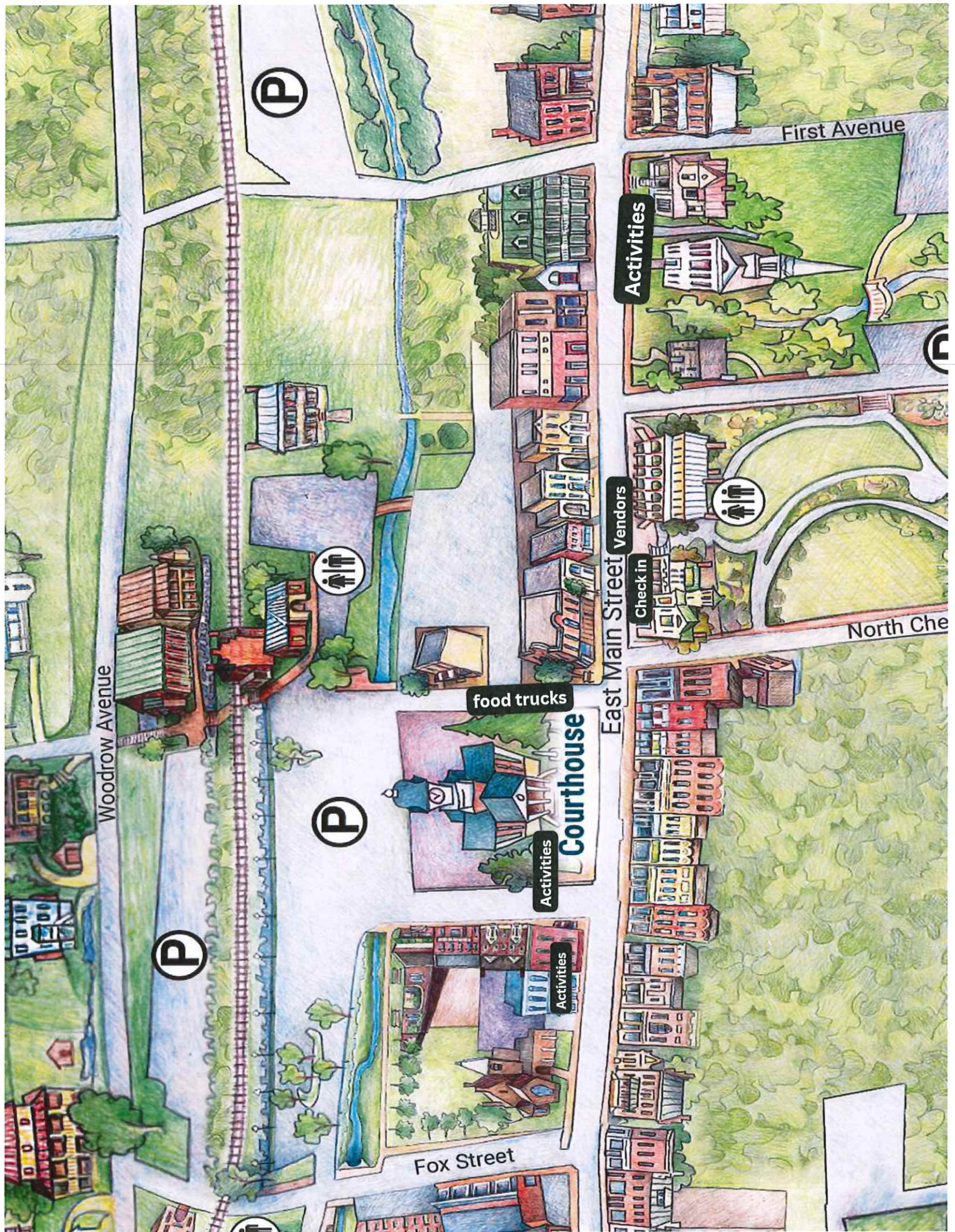
The Marketing Team has a strong relationship with the local media and will schedule media interviews as deemed necessary.

- **Printed Pieces**

Posters, table tents and handouts will be distributed throughout Town and in the surrounding areas.

5. **Security Plan – Parking**

There is no street closure requested but we are asking if there could be police presence and the digital sign to be placed on Main Street or Boone Street that reads "slow 5mph, festival in progress".





JONEARE-01

TIFFT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

2/4/2025

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 Widener Insurance Agency Inc. 607 Baxter Street Johnson City, TN 37601	CONTACT NAME:	
	PHONE (A/C, No, Ext): (423) 926-7151	FAX (A/C, No): (423) 926-1825
INSURED Jonesborough Area Merchants PO Box 695 Jonesborough, TN 37659	E-MAIL ADDRESS: sandrad@widenerins.com	
	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Auto Owners Insurance	
	INSURER B :	
	INSURER C :	
	INSURER D :	
INSURER E :		
INSURER F :		
NAIC #		
18988		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			03818047	5/12/2024	5/12/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 HIRED AND NONOW \$ 1,000,000
	AUTOMOBILE LIABILITY <input 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						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Town of Jonesborough is an additional insured in regard to the General Liability

5/4/25 - JONESBOROUGH STAR WARS DAY

CERTIFICATE HOLDER

CANCELLATION

Town of Jonesborough
123 Boone Street
Jonesborough, TN 37659

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Jiffney Doyle

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

DATE: <u>March 17, 2025</u>	AGENDA ITEM	New Business <u>7. A.2</u>
SUBJECT: <u>Special Event Request – Garden Tour and Tea</u>		

BACKGROUND:

The Jonesborough Tuesday Garden Club is sponsoring and submitting a Special Event Permit application to hold the Annual Garden Tour and Tea (Garden Gala) on Saturday, June 7, 2025, from 9:00 AM to 5:00 PM. The request includes the use of the Jonesborough Visitor Center, the Visitor Center parking lot and grounds, the Town's sidewalk area in front of the Courthouse downtown, and the front plaza of the Storytelling Center. The parking spaces along the ISC Plaza need to be coned off early in the morning or late the night before to give vendors setting up in the Plaza a place to unload. The tables and chairs will need to be moved from the Plaza and then returned after the event, especially since Brews and Tunes starts on Sunday, June 8th. They estimate 400+ visitors to the event. The Garden Tour and Tea is a quality event bringing numerous people to Jonesborough.

Request for support services includes: Communications and/or publicity, Refuse Collection.

There are no street closings associated with this event. The suggested gardens are part of the application.

Public Safety will work directly with the Jonesborough Tuesday Garden Club on any safety features needed during the time of the event, whether through signage, safety cones, etc.

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

RECOMMENDATION:

Approve the Special Event Permit for the Jonesborough Garden Tour and Tea to be held on Saturday, June 7, 2025, authorizing the use of facilities and grounds requested in the Special Event application, as well as coning off of the parking spaces as needed, 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 Nancy Trivett 2-26-25

Address 75 Chester St
Jonesborough

Phone 770-337-5947 Fax N/A

Email Trivett-d@bellsouth.net

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 Tuesday Garden Club

Purpose Annual Garden Tour & Tea

Is this a recurring Special Event? ☒ Yes ☐ No

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

Event Information:

Name of Event Annual Garden Tour & Tea

Description & Purpose of Event Annual tour of Jonesborough gardens
with bus transportation & garden related vendors on the
ISC Plaza & in front of the courthouse.

Dates and hours of event Sat, June 7, 2025 Estimated number expected to attend 400+

Estimated number of town citizens expected to either participate in and/or view the event 200

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

From: Sandra Dulaney sandrad@widenerins.com
Subject: Town of Jonesborough
Date: Feb 26, 2025 at 1:57:35 PM
To: trivett_d@bellsouth.net

Please see attached

Sandra Dulaney CSR, CBA, CIC



607 Baxter Street Johnson City, TN 37601
phone 423-926-7151 fax 423-926-1825
www.widenerins.com



TUESDAY-01

SDULA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/26/2025

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 Widener Insurance Agency Inc. 607 Baxter Street Johnson City, TN 37601	CONTACT NAME: PHONE (A/C, No, Ext): (423) 926-7151 FAX (A/C, No): (423) 926-1825 E-MAIL ADDRESS: sandrad@widenerins.com														
INSURED Tuesday Garden Club DbA 29th Annual Garden Gala 116 Franklin Ave Jonesborough, TN 37659	<table border="1"><tr><td>INSURER(S) AFFORDING COVERAGE</td><td>NAIC #</td></tr><tr><td>INSURER A: Cincinnati Specialty</td><td>13037</td></tr><tr><td>INSURER B:</td><td></td></tr><tr><td>INSURER C:</td><td></td></tr><tr><td>INSURER D:</td><td></td></tr><tr><td>INSURER E:</td><td></td></tr><tr><td>INSURER F:</td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Cincinnati Specialty	13037	INSURER B:		INSURER C:		INSURER D:		INSURER E:		INSURER F:	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A: Cincinnati Specialty	13037														
INSURER B:															
INSURER C:															
INSURER D:															
INSURER E:															
INSURER F:															

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	X		CSU0249479	6/7/2025	6/8/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/POP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED <input type="checkbox"/> 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 <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
The Town of Jonesborough is listed as an additional insured

CERTIFICATE HOLDER

Town of Jonesborough
123 Boone St
Jonesborough, TN 37659

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Sandra Polunsky

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

From: Sandra Dulaney sandrad@widenerins.com
Subject: Washington County
Date: Feb 26, 2025 at 1:57:35 PM
To: trivett_d@bellsouth.net

Please see attached

Sandra Dulaney CSR, CBA, CIC



607 Baxter Street Johnson City, TN 37601
phone 423-926-7151 fax 423-926-1825
www.widenerins.com



TUESDAY-01

SDULA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
2/26/2025

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 Widener Insurance Agency Inc. 607 Baxter Street Johnson City, TN 37601	CONTACT NAME: PHONE (A/C, No, Ext): (423) 926-7151 FAX (A/C, No): (423) 926-1825 E-MAIL ADDRESS: sandrad@widenerins.com														
INSURED Tuesday Garden Club DbA 29th Annual Garden Gala 116 Franklin Ave Jonesborough, TN 37659	<table border="1"><thead><tr><th>INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr></thead><tbody><tr><td>INSURER A : Cincinnati Specialty</td><td>13037</td></tr><tr><td>INSURER B :</td><td></td></tr><tr><td>INSURER C :</td><td></td></tr><tr><td>INSURER D :</td><td></td></tr><tr><td>INSURER E :</td><td></td></tr><tr><td>INSURER F :</td><td></td></tr></tbody></table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Cincinnati Specialty	13037	INSURER B :		INSURER C :		INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
INSURER A : Cincinnati Specialty	13037														
INSURER B :															
INSURER C :															
INSURER D :															
INSURER E :															
INSURER F :															

COVERAGES

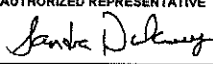
CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X	CSU0249479	6/7/2025	6/8/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COM/PROP AGG \$ 2,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE OTH-ER EL EACH ACCIDENT \$ EL DISEASE - EA EMPLOYER \$
	AUTOMOBILE LIABILITY <input 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					
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$					
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N <input type="checkbox"/> N/A					

If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - POLICY LIMIT	\$
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) Washington County Board of Education is an additional insured in regards to the General Liability							

CERTIFICATE HOLDER	CANCELLATION
Washington County Board of Education 405 W College 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 

ACORD 25 (2016/03)

© 1988-2015 ACORD CORPORATION. All rights reserved.

The ACORD name and logo are registered marks of ACORD

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 Visitor Ctr + ISC Plaza Dates & Hours 6-2-25 9-5
Space and staffing needs Front of courthouse
☒ 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: 2-26-25 Signature: Nancy H. Trivett
Print Name: Nancy H. Trivett
Title: Garden Tour Chairperson

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: 2-26-25 Signature: Nancy H. Trivett
Print Name: Nancy H. Trivett
Title: Garden Tour Chairperson

Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 26 day of February, 2025, in the Town of Jonesborough, County of Washington, State of Tennessee

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

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Jonesborough Garden Club

By: Nancy H. Trivett

Printed Name: Nancy H. Trivett

Title: Garden Tour Chairperson

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Nancy H. Trivett, 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 Chairperson (title) of Garden Tour (for the Jonesborough Garden Club) (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 26th of February, 2025.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

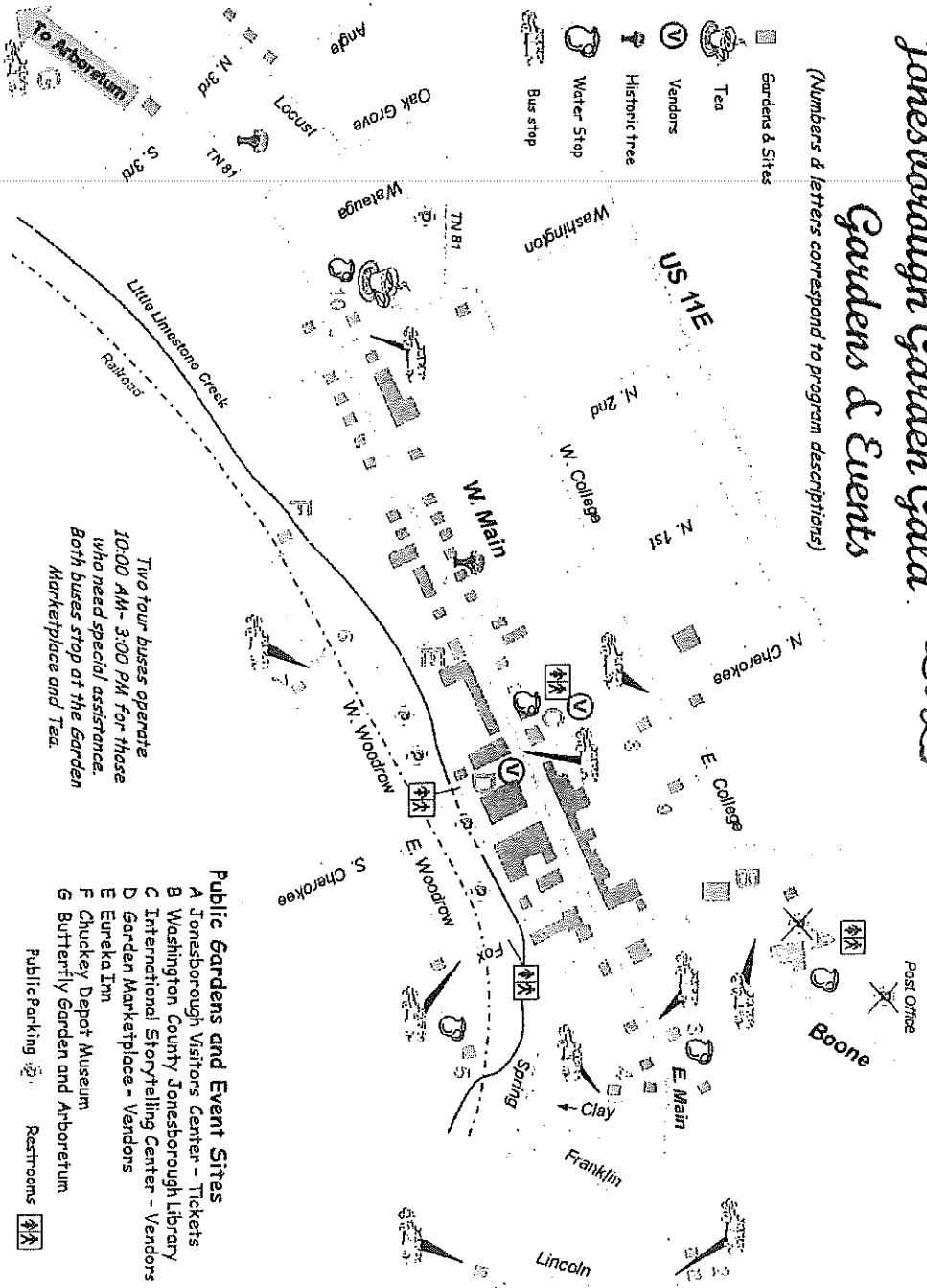
04-29-2026



Exhibit 3

Jonesborough Garden Gala 2025

(Numbers & letters correspond to program descriptions)



Two tour buses operate
10:00 AM - 3:00 PM for those
who need special assistance.
Both buses stop at the Garden
Marketplace and Tea.

Public Gardens and Event Sites

- A Jonesborough Visitors Center - Tickets
- B Washington County Jonesborough Library
- C International Storytelling Center - Vendors
- D Garden Marketplace - Vendors
- E Eureka Inn
- F Chucky Depot Museum
- G Butterfly Garden and Arboretum

Public Parking [P] Restrooms [R]

Garden Gala Media Events for June - 1 ^{AK}

Exhibit 4

Date	Station/Location	Show & Time	Participants	Be there by
	WJHL 332 Main St. Johnson City	Daytime Tri-Cities 10:00 a.m.		9:45 a.m.
	WCYB 101 Lee Street Bristol	Noon Show		11:45 a.m.
	WJHL 338 Main St. Johnson City	Noon Show		11:45 a.m.
	WJCW Radio 162 Free Hill Road Gray	Tim Cable & Carl Swan		7:40 a.m.

Vendors 2025 Garden Tour - Anticipated for 2025

A-16 Crystal Raven

A-15 Bead Positive

A-14 Smoky Mt. Greenery

A-13 Dusty and Rusty 12-13

A-10

A-9 Emma's Art

A-8 and A-7 Creatives by Carolyn

A-6

A-5

A-4

A-3

A-2 and A-1 Sparrows Garden

B-1 and B-2 Sally's Crafts

B-3 The River I

B-4

B-5 Jan's Wreaths

B-6 Susan's Creations

B-7 Bluzu Stained Glass

B-8

B-9

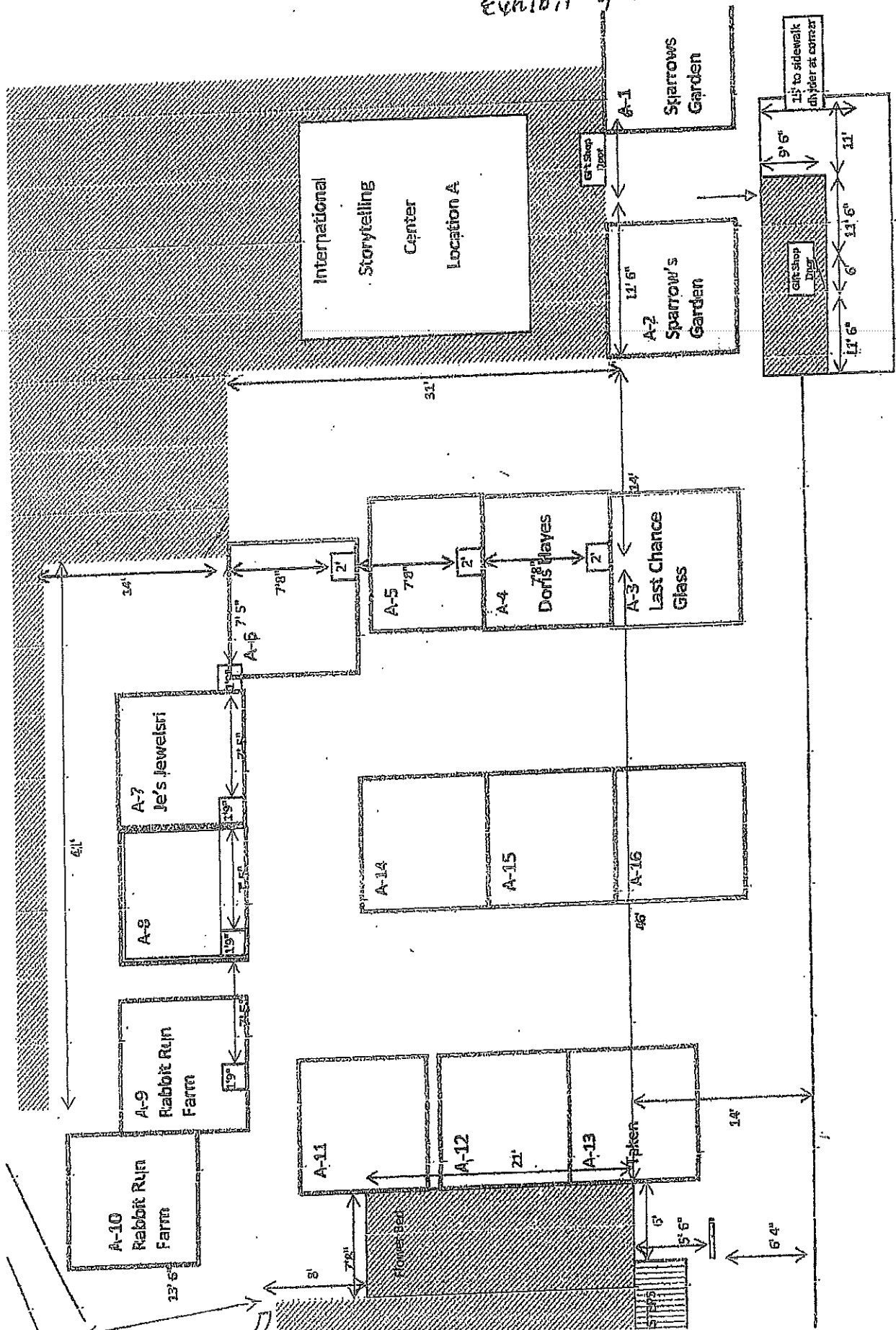
B-10 Paws in Blue

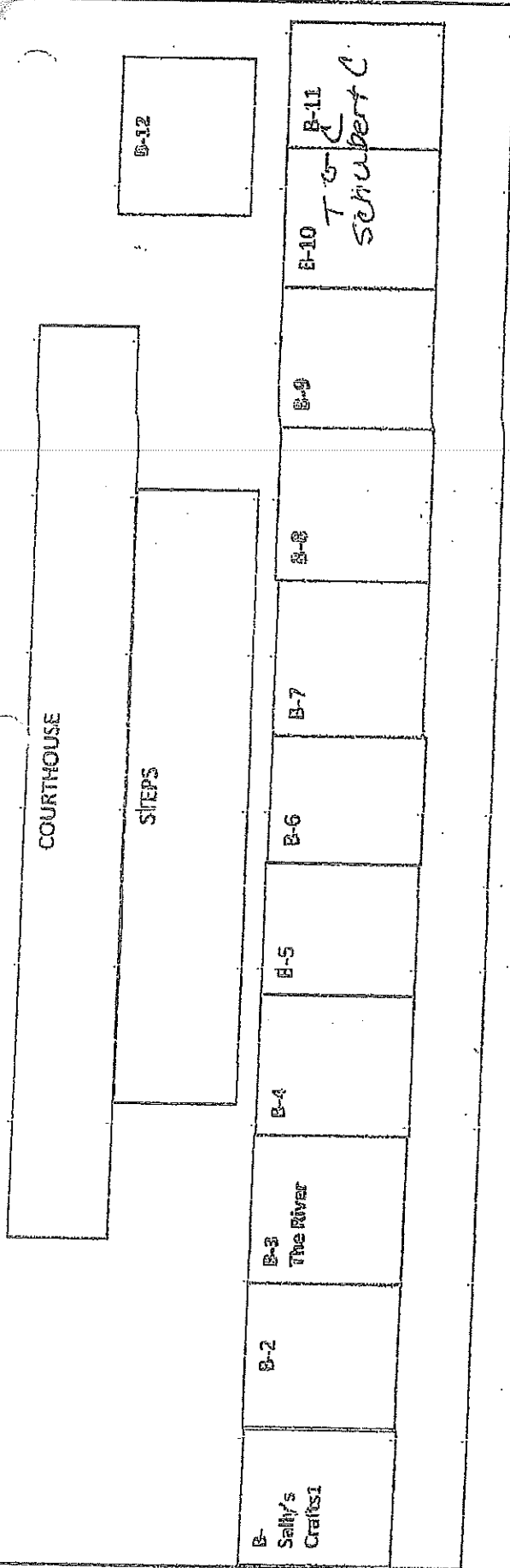
B-11 Kara Bledsoe Pottery

B-12 Starlene's Designs

C 1 and 2 Mulberry Mobile Nursery

Exhibit 9





MAIN STREET

ORDINANCE NO. 2005-16

**AN ORDINANCE ADOPTING A SPECIAL EVENTS PERMIT REQUIREMENT
FOR THE TOWN OF JONESBOROUGH AND ALSO REGULATING SPECIAL
EVENTS WITHIN THE TOWN OF JONESBOROUGH**

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

SECTION 1. That a new Chapter 4 shall be added to Title 12 of the Jonesborough Municipal Code and it shall read as follows:

- 12-401. General. Special Events sponsored by local groups, associations or individuals and taking place within the town limits impact public safety, solid waste collection, use of public streets and/or right-of-ways but often celebrate heritage, enhance community spirit, improve quality of life, support economic development and provide educational opportunities.
- 12-402. "Special Event" defined. A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations, and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof. Special Events may be one-time or recurring occasions.
- 12-403. Special Event Permit Required. Whenever any person, group, association, club, business, firm or corporation desires to sponsor a "special event", such person, group, association, club, business, firm, or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
- 12-404. Permit application procedure.
- (1.) Application. Special Event permits will be issued only upon the submission of an application filed with the Town Recorder. Such application must contain the following information:
- (a) Name, description, and purpose of event.
 - (b) Name and purpose of sponsoring organization.
 - (c) List of pre-events and post-events held in conjunction with the main event. (Including parade, fireworks, etc.)
 - (d) Days and hours of event.

- (e) Event boundary including a map with city streets showing requested including registration, tents, booths, food, office/administration, etc.
- (f) Estimated number expected to attend.
- (g) Outline of publicity plan with examples of previous efforts, if available.
- (h) Security plan, including crowd control, pedestrian safety, etc., and general request for public safety assistance.
- (i) Emergency procedures, first aid services, and plan for appropriate emergency communication. Also include outline of activities involving moving vehicles and safety related procedures used to avoid or prevent injury.
- (j) Names, street addresses, phone numbers including home phone, work phone and cell phone, and title/area of responsibility of at least two contacts with event sponsors.
- (k) Proof of liability insurance, provided by insurance company and sent, if requested, directly by the carrier to the Town Recorder.
- (l) A list of anticipated vendors and concession booths. A final revised list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.
- (m) Services provided by or through the event sponsor. List should include erection of temporary stages or facilities including tents, efforts to address refuse collection, security, etc.
- (n) Services requested from the Town of Jonesborough including:
 - (1) Police and Security
 - (2) Refuse Collection
 - (3) Street Cleaning
 - (4) Event Preparation/Beautification
 - (5) Signage
 - (6) Parking
 - (7) Use of facilities, including days and hours, space and staffing needs
 - (8) Communication/Publicity
- (o) Detailed clean-up plan stating person or persons responsible, schedule, and any repairs or grounds remediation expected.
- (p) The approximate number of citizens expected to either participate in and/or view the event.

(q) If street closure is requested, a complete listing of such streets or portions thereof, together with the dates and hours of closure.

(r) The payment of a \$35.00 fee for processing the application.

(2.) Hold Harmless Clause Required. The Special Event sponsor shall hold the Town of Jonesborough harmless for any damages or injuries caused by any action or activities of the sponsoring organization. The sponsor shall sign a hold-harmless clause approved in form by the Town Attorney.

(3.) Town Staff Review. The request to hold a Special Event shall be reviewed by the appropriate Town staff. Town staff will work with event sponsors to the extent necessary to clarify and resolve any issues or concerns. Any written comments resulting from the staff review shall be provided to the Board of Mayor and Aldermen before Board action is taken.

12-405. Insurance Required.

(1.) A Special Event Permit will be issued by the Town Recorder only after the sponsor has presented the Town Recorder with a certificate of insurance, with the Town of Jonesborough named as an additional insured; protecting the Town from any and all claims and liabilities arising out of the event, in an amount equal to the upper limits of liability the Town is exposed to under the Tennessee Governmental Tort Liability Act at the time of the event.

(2.) Insurance coverage shall include all activities and the individuals carrying them out as well as vendors permitted within the Special Event boundaries.

(3.) Any individual or organization carrying out a Special Event activity within the Special Event boundary involving the general public, whether on public or private property, shall be covered by insurance with the minimum limits listed above. Proof of coverage shall be obtained through a permit issued through the special event sponsor or through a certificate of insurance provided by the carrier.

(4.) Events sponsored by the Town shall be covered under the Town's general liability insurance policy.

12-406. Board Approval Required.

(1.) Approval in Part or Whole. The Board of Mayor and Aldermen shall review all requests for Special Events and the associated request for services. At least one of the designated contacts with the even

sponsor shall be at the Board meeting to answer questions and provide any additional information needed. The Board may approve, reject or modify any request in whole or part.

- (2.) Schedule of Approval. Although the Board of Mayor and Aldermen may authorize the carrying out of an Event at any time, the Board will normally require documentation necessary for a request to be presented to the Board for review a minimum of thirty-five (35) days in advance of the Special Event. Special Events sponsors should submit preliminary event plans with the information outlined in Section 9 to the Town Administrator so the request can be reviewed by the appropriate Town staff forty-five (45) days prior to the Special Event.
- (3.) Annual Action Required for Recurring Special Events. Special Events that are recurring require the annual approval of the Board of Mayor and Aldermen. The permit application shall provide a schedule for the term of the special event within the special event permit request.
- (4.) Town Sponsored Special Events. The Board of Mayor and Aldermen may choose to sponsor a Special Event for any reason. Special Events sponsored by the Town of Jonesborough may be approved by the Board of Mayor and Aldermen, at its discretion, through the annual budget process or through the criteria established in this ordinance for all other Special Events.

12-407. Fee for Additional Services. If the Town determines that the special event is not expected to generate sufficient tax revenues sufficient to pay the Town's expected costs for municipal services and utilities over and above the normal level of service provided to the general public, the Town may charge the special event sponsor at rates for services rendered that are established by resolution of the Board of Mayor and Aldermen. If the Town chooses to levy a fee for additional services, the Town shall estimate the fees for additional services which must be paid in advance of the issuance of the special event permit. Upon the conclusion of the special event, the Town will itemize its fees for additional services actually provided and will bill the special event sponsor for any unpaid balance or refund any overpayment made. Fees levied for special services provided shall be due upon demand.

12-408. Concession Booths and Vendors.

- (1.) Definitions.

- (a) *Goods, wares, merchandise* shall include but not be limited to fruits, vegetables, farm products or provisions, dairy products, fish, game, poultry, meat, plants, flowers, appliances, crafts, wearing apparel, jewelry, ornaments, art work, cosmetics and beauty aids, health products, medicines, household needs or furnishings, food or any kind, whether or not for immediate consumption, confections or drinks.
 - (b) *Vendor or Concession Booth* means any person, traveling by foot, wagon, vehicle or any other type of conveyance from street to street carrying, conveying, or transporting goods, wares or merchandise and offering and exposing them for sale, or making sales and delivering articles to purchasers; or who, without traveling from place to place, exhibits, displays, sells or offers for sale such products from a wagon, handcart, pushcart, motor vehicle, conveyance or from his person while on the public ways of the Town of Jonesborough. A vendor or concession booth also includes any transient vendor, street vendor, hawker, huckster, itinerant merchant, or persons or companies providing services for fees or other compensation.
- (2.) General. The special event sponsor shall be in charge of all concession booths and vendors. The sponsor shall determine what booths and vendors shall be allowed, and see that they comply with all ordinances, statutes, rules, and regulations, including, but not limited to, public health, safety requirements, and anti-discrimination laws. The special event sponsor shall also issue an identification badge to each vendor or concession booth operator.
- (3.) Vendors or concession booths shall not obstruct the entrance or display windows of fixed location businesses without the permission of the owner of the affected business. In no event shall a vendor or concession booth obstruct pedestrian access to other neighboring fixed located businesses.
- (4.) No vendor or concession booth shall be permitted to operate in the following areas of public space:
- (a) Within ten (10) feet of any street intersection or pedestrian crosswalk, unless the street intersection is closed as part of the special event,
 - (b) Within five (5) feet of any driveway or loading zone;
 - (c) Within five (5) feet of any parking space or access ramp designated for persons with disabilities,

- (d) Within ten (10) feet of a fire hydrant or fire escape. In no event, vendors or concession booths shall not obstruct public sidewalks.
- (5.) No vendors or concession booths shall be allowed within the boundary of the permitted special event without the approval of the Special Event sponsor or the Board of Mayor and Aldermen.
- (6.) Vendors operating outside of a special event boundary must obtain a separate permit in the name of the vendor.

12-409. Sales Tax. Sales booths and/or activities, in which fees are charged, if allowed, shall be governed by the State Flea Market Rules for license to sell. It shall be the responsibility of the Special Event sponsor to ensure that all individuals and groups permitted to conduct sales through the Special event have paid any applicable local or state fee for sales, and to verify that all booths or fee generating activities are properly licensed. Upon request, permit and sales tax information for all permitted Special Event vendors and activities shall be provided to the Town Recorder within fifteen (15) days of the last day of the Special Event.

12-410. Rules and Regulations.

- (1) Alcoholic Beverages. Alcoholic beverages of any kind in public use areas, which includes parks, public buildings, grounds, streets, sidewalks and other such public areas, are prohibited except as may be authorized by permit under the ordinance of the Town.
- (2) Cancellation. The Town reserves the right to cancel a Special Events Permit if it is determined that the information provided is inaccurate or false, that the intended use is actually different than stated, or that the activities taking place create an unanticipated threat to public property or a public safety hazard.
- (3) Compliance With Town Policies And Ordinances And Other Laws. The event sponsor shall comply with all Jonesborough ordinances and policies and all local, state and federal laws, and will to the extent possible see that event participants comply as well.
- (4) Fires. Fires or burning in the public areas within boundaries is prohibited. This restriction shall not apply to the use of grills or other such devices approved for use by vendors, or as specifically authorized in other designated areas through the Special Event application

- (5) Firearms: No person shall possess, carry or discharge any firearm, shotgun, rifle, pistol, bow and arrow, crossbow, blowgun, slingshot, BB gun, air gun, or paint gun in the Special Event boundary. This restriction shall not apply to duly authorized law enforcement officers acting in their official duty or to any Town employee duly authorized by the Jonesborough Board of Mayor and Aldermen. The Board of Mayor and Aldermen may permit the use of firearms in demonstration exercises, training supervised by qualified personnel, and may authorize "turkey shoots" or other such competitions or demonstrations of skill when the Board determines such activity is in the public interest and the necessary safeguards for public safety are in place. "Firearm" means any device designed, made, or adopted to expel a projectile by the action of an explosive or any device readily convertible to do so.
- (6) Fireworks, Explosive Devices: Fireworks, firecrackers, or any such explosive devices are prohibited from the Special Event area boundary. This restriction shall not apply to any explosive device utilized by duly authorized law enforcement officers acting in their official duties, or as a fireworks display or similar activity approved by the Board of Mayor and Aldermen through the Special Event permit process.
- (7) Non Discrimination: It is the policy of the Town of Jonesborough to not discriminate against any person, group or organization based on the grounds of race, color, religion, gender, or national origin. Special Event sponsors shall not discriminate against any person, group or organization based on the grounds of race, color, religion, gender, national origin except as may be allowed under state or federal law.
- (8) Trash and Refuse: Special Event sponsors shall be responsible for picking up trash and refuse generated from their event in parks, parking lots and sidewalks. It is the responsibility of the Special Event sponsor to place trash and refuse collected in a location(s) approved by the Public Works Director or Town Administrator. If proper disposal containers are not available, it shall be the responsibility of the Special Event sponsor to collect trash and refuse and place it in a location that does not restrict normal activity but is also available for easy collection.

12-411. Enforcement. Enforcement of permitting requirements outlined in this ordinance shall be the responsibility of the Town Recorder and the Department of Public Safety. Any violation of these permitting requirements shall be a misdemeanor and subject to the fines associated thereof.

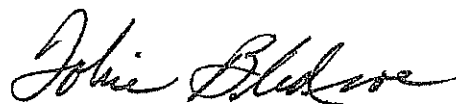
SECTION 2. This ordinance shall become effective immediately after its passage on second and final reading.

Motion was made by Alderman G'Fellers and seconded by Alderman Countermine that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman G'Fellers,
Alderman Countermine, Alderman Fitzgerald, Alderman Rhein
Those voting against: _____

Motion was made by Alderman Rhein and seconded by Alderman Countermine that the preceding ordinance be adopted on second reading. Those voting for the adoption thereof were: Alderman Rhein,
Alderman Countermine, Alderman Fitzgerald
Those voting against: _____

PASSED ON FIRST READING July 21, 2005

PASSED ON SECOND READING August 8, 2005

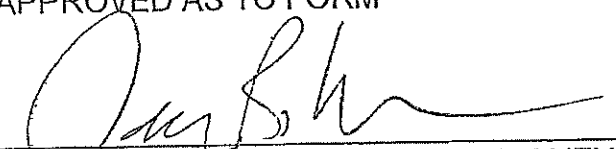


TOBIE BLEDSOE, MAYOR

ATTEST:


ABBEY MILLER, RECORDER

APPROVED AS TO FORM


JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: March 17, 2025 **AGENDA ITEM** New Business
7. A.3

SUBJECT: Special Event Request – Farm To Table

BACKGROUND:

A Special Event Permit Application and Special Event/Special Occasion Outdoor Use Permit Application have been received from Jonesborough Locally Grown for a Farm to Table Dinner 2025. This great event is a fundraiser to benefit Jonesborough Locally Grown. The Annual Farm to Table Dinner this year is scheduled for Saturday, August 16, 2025, from 2:30 PM to 12:00 AM. All food is prepared from farmers market products, and the meal is served on a long harvest table in the middle of Main Street and serves about 216 people. The event includes use of the ISC plaza and building. Wine and beer will be served. ISC secures the ABC permit to serve alcohol as part of their contract with JLG as part of the use of their facility. The street closure request is from Main Street between 2nd Avenue and Fox Street and East Courthouse Square, with closure starting at 2:30 PM and ending at 12:00 AM. Public safety re-opens roads when deemed safe. Request for services is identified as part of the Special Event Permit Application. A Special Event/Special Occasion Outdoor Use Permit application has also been received as part of the event to cover all the amenities for the event being held on Main Street. Haybales will be used to create the designated area/boundary for alcohol use on Main Street.

The Hold Harmless Agreement and Proof of Insurance for each special event have been received.

RECOMMENDATION:

Approve the Special Event Permit Application and Special Event/Special Occasion Outdoor Use Permit Application for a Farm to Table Dinner on August 16, 2025, 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

Deborah Byrd

3/6/25

Address

101 Boone Street

Jonesborough TN 37659

Phone

919-641-0817

Fax

Email

deborah@jonesboroughlocallygrown.org

Instructions:

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

Sponsoring Organization Information:

Name Jonesborough Locally Grown

Purpose To connect farmers, food, and the community to grow a vibrant 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:

Dinner event held each August, weather permitting
2025 date: August 16. guests arrive around 6pm
Set up starts at 2:30pm take down ends at 12

Event Information:

Name of Event Jonesborough Locally Grown Farm-to-Table Dinner

Description & Purpose of Event fundraising dinner to benefit Jonesborough Locally grown. The majority of food served is locally sourced, and guests are seated at a long harvest table on Main Street.

Dates and hours of event Saturday Aug. 16, 2:30p-12 Estimated number expected to attend 224

Estimated number of town citizens expected to either participate in and/or view the event 300

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

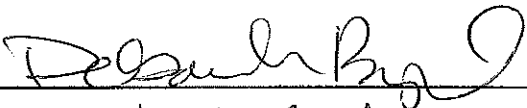
Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

<input checked="" type="checkbox"/> Police and Security	<input type="checkbox"/> Refuse Collection
<input checked="" type="checkbox"/> Street Cleaning	<input checked="" type="checkbox"/> Event Preparation/Beautification
<input checked="" type="checkbox"/> Signage	<input type="checkbox"/> Parking
<input checked="" type="checkbox"/> Use of facilities – Facility <u>ISC Plaza</u> Dates & Hours <u>Aug. 16 2:30p-12</u>	
<input type="checkbox"/> Space and staffing needs _____	
<input checked="" type="checkbox"/> Communications and/or publicity	

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

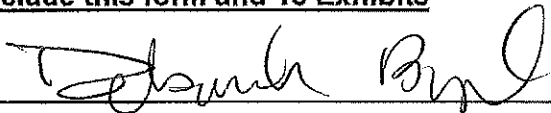
Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

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

Date: 3/6/25 Signature: 
Print Name: Deborah Byrd
Title: Executive Director
Witness: _____

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

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

Date: 3/6/25 Signature: 
Print Name: Deborah Byrd
Title: Executive Director
Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 6th day of March, 2025, 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 "indemnatee."

Indemnitor has submitted a Special Event Permit Application to indemnatee. The agreement is attached as Exhibit 1 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 a special event and if approved to allow the indemnitor's special event to take place within the limits of the Town of Jonesborough in consideration of the indemnatee'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 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 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 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 the special event 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 special event concludes, including cleanup.

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Jonesborough Locally grown
By: Deborah Byrd
Printed Name: Deborah Byrd
Title: Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 6th of March, 2025.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



TOWN OF JONESBOROUGH
SPECIAL EVENT / SPECIAL OCCASION
OUTDOOR USE PERMIT
APPLICATION

Jonesborough Locally grown 101 Boone St 423-753-4722
Organization Name Address Jonesborough TN 37659 Telephone

Representative's Name: Deborah Byrd

Representative Telephone: 919-641-0817 Email: deborah@jonesboroughlocallygrown.org

Non-Profit Yes ☒ No ☐

Main Street Catering 210 Spring St. 423-753-0353
Restaurant Name Address Jonesborough Telephone / Cell #
TN 37659

Breelyn Bomba 423-571-7004
Owner's Name Telephone / Cell #

Mailing Address: 210 Spring St
Jonesborough TN 37659

breelyn@mainstreetcatering.net
Email Address

Date of Request: August 16, 2025

Describe Intended Activity: Annual Farm to Table Dinner benefitting JLG.
Showcases local food and farmers at a seated dinner on
Main Street, in front of the courthouse

Describe equipment, structures, furnishings, etc. to be used: Tables, chairs, tents,
Serving utensils, and dishware provided by JLG and Main
Street Catering

Special Event/Special Occasion Boundary

Describe: Straw bales will be placed on the perimeter of the
seating area to denote the alcohol boundary

Schematic of area with boundary attached? ☒ Yes ☐ No

Describe how proceeds or event will benefit community: the majority of food served
will be purchased from local farmers. All event moneys will support the
operation of Jonesborough Farmers Market and Boone Street Market

Describe how alcohol will be served: in compliance with TABC
special occasion permit

When will the ABC Special Occasion Permit be submitted: by July 1, 2025

Which non-profit will be submitting the ABC application: International Storytelling Center

How will the Special Event/Special Occasion boundaries be established so that all alcohol consumption will take place within the approved area: straw bales as perimeter with verbal announcements that the bales are the alcohol perimeter. Staff/volunteers will supervise guests to ensure they do not exit the perimeter with alcohol.

How will the area be marshaled: by ABC servers, staff, and event volunteers

How will the legal age of consumers be monitored: tickets are sold only to guests over 21 years of age

How are participants identified: all participants must check in and are seated at the table

Who are the contact people during the event, and whom does the Police contact if communication is required: Breelyn Bomba or Deborah Byrd

How can the contacts above be located during the event: one or both will be near the courthouse

Phone #(s): Breelyn 423-571-7004 Deborah 919-641-0817

Has proof of liability insurance been provided? ☒ Yes ☐ No

Town of Jonesborough been named co-insured? ☒ Yes ☐ No

Date of Policy Term: From _____ To _____

Review by Town Attorney: _____
Signature Date

Statement of Understanding: I have read the entire Town of Jonesborough Outdoor Use Policy. I understand and agree to abide by all requirements and conditions.

Deborah Byrd, Executive Director
Name / Title

Jonesborough Locally grown
Organization

Deborah Byrd
Signature

3/6/25
Date

Breelyn J Bomba / owner
Name / Title

Main St Catering
Restaurant

Breelyn J Bomba
Signature

2-27-25
Date

TOWN OF JONESBOROUGH, TENNESSEE

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 6th day of March, 2025, in the City of Jonesborough, County of Washington, State of Tennessee.

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

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, indemnatee 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 indemnatee'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 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 attorneys' fees or court costs, indemnitor agrees to reimburse indemnitee for such expenses, attorneys' fees, or costs within a reasonable time, in no event to exceed thirty days, after receiving written notice from indemnitee of the incurring of such expenses, attorneys' fees, or costs.

Section IV

Interest

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

Section VI

Notice of Claim Against Indemnitee

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

Executed on the date first written above.

Signature:

Deborah Byrd

Printed Name:

Deborah Byrd

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 6th of March, 20 25.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



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

(August 2011)

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

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

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

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

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

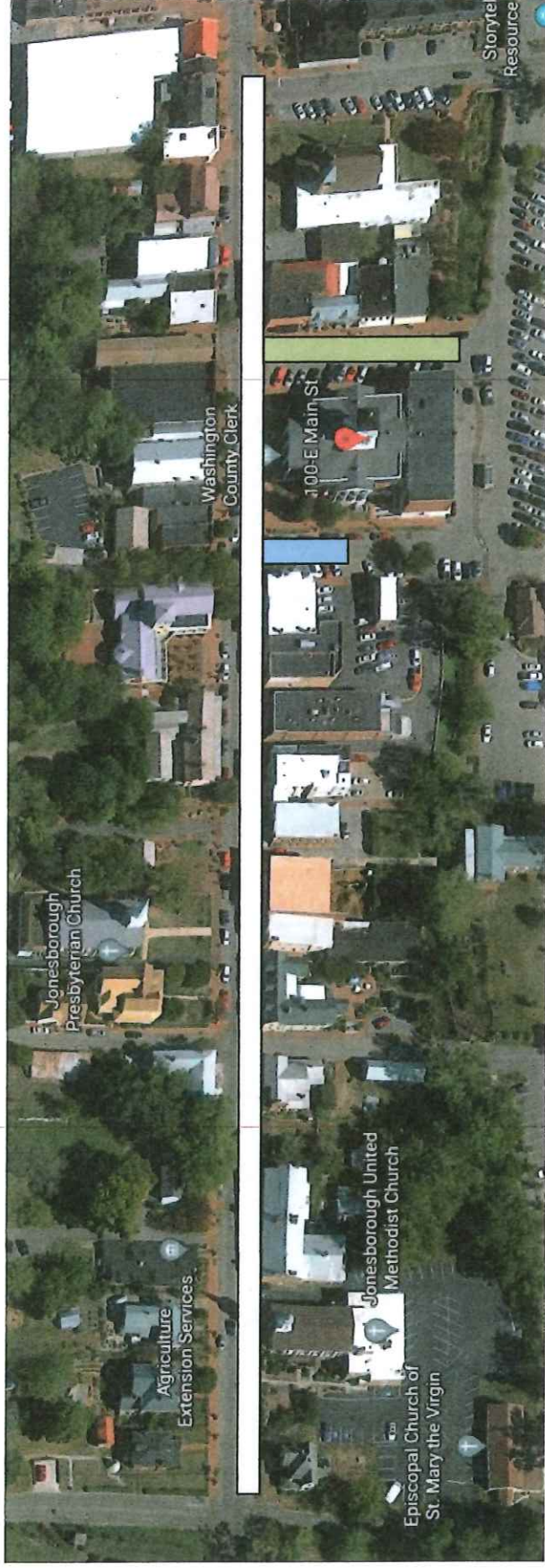
Required Exhibits to Event Application – Farm to Table Dinner 2025

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
4. Outline of publicity plan
 - a. Weekly emailed newsletter
 - b. Social media posts
5. Security plan – long dining table will be set up in a way to accommodate emergency access; no special assistance requested except street closure
6. Emergency plan
 - a. In the case of inclement weather during the event, guests will be directed to shelter at the Storytelling Center.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Deborah Byrd, Executive Director, 919-641-0817
 - c. Breelyn Bomba, Main Street Catering Owner, 423-571-7004
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – n/a
10. Physical services provided by Town:
 - a. Any equipment or supplies necessary will be set up by Jonesborough Locally Grown staff and volunteers. This includes straw bales for alcohol boundary, tables, chairs, tents, etc.
 - b. Request a crew of 3-6 people to help clean up starting at 9:30 pm (especially loading tables and chairs back into the truck). This crew can be the Dirty Street Fighters, as listed in Exhibit 11 below, or another crew.
11. Clean-up plans – conducted by Jonesborough Locally Grown staff and volunteers. Assistance of the 'Dirty Street Fighters' is requested from 9:30-12 pm (or until clean-up is completed).
12. Street closure request (see Exhibit 3):
 - a. Request that Main Street between 2nd Ave. and Fox St. as well as East Courthouse Square be closed from 2:30 pm to 12 am on the day of the event. If possible, please close East Courthouse Square to anyone except our staff and volunteers first.
13. Town services request:
 - a. Police and security – street closure and officer presence during the event (see Exhibit 3)
 - b. Street cleaning – request areas of the street to be closed are cleaned before 3 pm on the day of the event
 - c. Signage – 'no parking after 2 pm' signage posted on Main Street and East Courthouse Square in preparation for street closure
 - d. Use of facilities:
 - i. Request the restrooms behind the Courthouse be open from 2:30pm-12 midnight on the day of the event.
 - ii. Storytelling Center – plaza from 2:30-7:30 pm, restrooms 2:30-11 pm, and entire facility for emergency shelter
 - e. Communications and/or publicity – request assistance to send email notifications to downtown businesses and residents impacted by street closure. We will also communicate road closure plans to downtown business and residents through JAMSA and circulate a printed flier as a reminder.
 - f. Refuse collection – request public refuse cans emptied before 2 pm on the day of the event; no additional cans are required as it was determined in 2022 that we can manage waste ourselves.
 - g. Event preparation/beautification – request use of straw bales to be used as alcohol boundary and contact information for Town employee to coordinate. Jonesborough Locally Grown staff and volunteers can place.

h. Staffing needs – assistance of the 'Dirty Street Fighters' or other crew is requested from 9:30-12 pm.

14. Letter of Permission from Town Administrator to use the street for TABC permit submission.

Exhibit 3



Request that Main Street between 2nd Ave. and Fox St. be closed for long harvest table (set up in front of the Courthouse) - light gray box

Request that East Courthouse Square (old farmers market location) be closed for food plating tents. If possible, please close this first/as close to 2:30pm as possible to allow for unfettered access for our volunteers and staff. - light green box

Request that the part of West Courthouse Square/S. Cherokee between Main Street and the parking lot outlet between Mauk's and Crafty Peddler be closed for staff vehicle parking. Also requesting use of the parking spaces that fall within that boundary. - light blue box

- Barriers per discussions with Public Safety in 2024 (to change as necessary with final word from Public Safety and Streets):
 - double bollard barriers on each side of the event on Main Street
 - movable barrier at the private drive between the old Barrel House and Gabriel's Christmas
 - immovable barrier at N. Cherokee and Main Street, blocking traffic from N. Cherokee
 - immovable or movable barriers as needed at alleys, small street, and church accesses along Main Street between the Storytelling Center and 2nd Ave.
 - cones and sawhorses on each side of the Courthouse at our closures from the Courthouse parking lot



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/09/2024

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

COVERAGES PA **CERTIFICATE NUMBER:** Cert ID 1026 (2) **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<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:	Y		5003453800	10/28/2024	10/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Hired/Non-Owned Li \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	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	WCP100031217	06/27/2024	06/27/2025	<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
B	Directors & Officers			NDO2556808	08/22/2024	08/02/2025	\$ 500,000 \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.

CERTIFICATE HOLDER

CANCELLATION

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
--	---

© 1988-2015 ACORD CORPORATION. All rights reserved.

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

DATE: <u>March 17, 2025</u>	AGENDA ITEM	<u>New Business 7. B</u>
SUBJECT: <u>Outdoor Use Area Permit Renewal</u>		

BACKGROUND:

We have one business submitting a request to renew their permit "Outdoor Use Area Permit Town Right-of-Way: Downtown Renewal Application".

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.

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 for any business as part of the renewal process. No issues related to the outdoor permitted areas were reported since their last renewal in 2024.

RECOMMENDATION:

Approve the renewal permit for the applicant Zachary Jenkins representing Main Street Café & Catering, LLC located at 117 West Main Street, as presented.

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: 2-14-24

<u>Main Street cafe & catering</u>	<u>117 W Main St</u>	<u>423-753-2460</u>
Business Name	Address	Telephone

Applicant's Name: Zachary Jenkins

Applicant's Telephone: 423-571-5003 Email: ZTJ117@gmail.com

<u>Same as above</u>		
Business Name	Address	Telephone / Cell #

<u>117 W Main St</u>	<u>ZTJ117@gmail.com</u>
Mailing Address:	Email Address

Date of Renewal Request: 2-14-24

Restate Intended Activity: Dining & Drinking

Restate equipment, structures, furnishings, etc. to be used: Chairs, tables & umbrellas

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: VIA Employees

How will the legal age of consumers be monitored: EMPLOYEES

Has the hold harmless agreement been signed? ☒ Yes ☐ No

Has proof of liability insurance been provided? ☒ Yes ☐ No

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


Date of Policy Renewal: From _____ To _____

Review by Town Attorney: _____
Signature Date


Statement of Understanding

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

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

 Owner
Name / Title

Main Street Cafe & Catering
Business Name


Signature

2-14-24
Date

Hold Harmless and Liability Insurance

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

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

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

Town Of Jonesborough, Tennessee

Outdoor Use Permit Application

Hold Harmless and Indemnity Agreement

This agreement made on the 14 day of February,
2025, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Main Street Cafe & Catering

(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

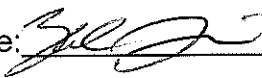
Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obliged to pay with respect to the matters to which indemnity is given in the contract,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

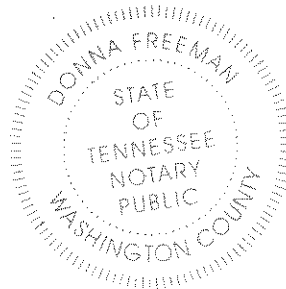
STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 14 of February, 2025.

Donna Freeman
NOTARY PUBLIC

My Commission Expires: 04-29-2026





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

02/14/2025

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: josh.gibbons@wataugainsurance.com FAX (A/C, No): (423) 929-7105
INSURER(S) AFFORDING COVERAGE	
INSURER A: Cincinnati Insurance Company	
INSURER B:	
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

COVERAGES DS CERTIFICATE NUMBER: Cert ID 5557 (1) REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y	ENP 0324936	05/01/2024	05/01/2025	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 - COMP/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY		ENP 0324936	05/01/2024	05/01/2025	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB 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 <input type="checkbox"/> 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

CANCELLATION

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

© 1988-2015 ACORD CORPORATION. All rights reserved.

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

DATE: March 17, 2025 **AGENDA ITEM** New Business
7. C-2

SUBJECT: Wetlands Water Park Birthday Party Package Pricing

BACKGROUND:

Parks and Recreation Director Chris Kudera and Wetlands Director Nick Bogle are seeking BMA approval for Birthday Party Package Pricing at Wetlands Water Park.

The proposal would provide families with an affordable and convenient way to celebrate during normal operating hours. This package would be separate from private rentals and would include admission for two adults and ten children, a birthday cake, food and drinks for twelve guests, and twelve ice cream cups. The total cost for the package would be \$350.00, with a net profit of \$104.50 after expenses. Offering this option would enhance guest experience, encourage more group visits, and generate additional revenue for the park without impacting daily operations. Attached is a detailed profit analysis for further review.

RECOMMENDATION:

Approve the Birthday Party Package Pricing at Wetlands Water Park, as presented.



TOWN OF JONESBOROUGH

123 Boone Street

Jonesborough, TN, 37659

Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Nick Bogle

Date: 2/26/25

Re: Wetlands Waterpark - Birthday Party Package Pricing

I am requesting approval to introduce a birthday party package at Wetlands Waterpark that would provide families with an affordable and convenient way to celebrate during normal operating hours. This package would be separate from private rentals and would include admission for two adults and ten children, a birthday cake, food and drinks for twelve guests, and twelve ice cream cups. The total cost for the package would be \$350, with a net profit of \$104.50 after expenses. Offering this option would enhance guest experience, encourage more group visits, and generate additional revenue for the park without impacting daily operations. Attached is a detailed profit analysis for further review.

Program Title:	Wetlands Birthday Package
-----------------------	----------------------------------

Sales Goal:	offer 2 hour carbania rental extra \$50?
--------------------	--

offer 2 hour canbana rental extra \$50?

As part of the development process, use this form to help you predict the financial outcome of your in-house program. The goal is to achieve a 60% profit margin. At the conclusion of the program, revisit this document to compare forecasted performance to actual performance.

[illegible]

Who:
What:
When:
Where:
How Much:

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

DATE: March 17, 2025 **AGENDA ITEM** New Business
7. C-1

SUBJECT: Wetlands Menu 2025

BACKGROUND:

Parks and Recreation Director Chris Kudera and Water Park Director Nick Bogle are requesting approval of the updated menu and pricing for Wetlands Water Park for the upcoming season. You will find a comprehensive profit analysis attached, which includes last year's pricing for reference alongside proposed adjustments to better reflect profitability. Several new items have been added based on recommendations from sales representatives and staff, which are projected to be successful additions to our offerings.

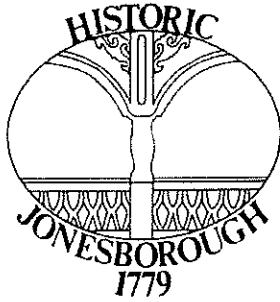
For ease of review, Mr. Kudera provided price changes that are highlighted either in green to indicate price decreases, red indicate price increases, and items left blank either remain unchanged or are new additions. Please note that all item prices include associated costs such as trays, condiments, toppings, and cups.

- Price increases range between 25¢ - 50¢, with only a couple increasing by 50¢
- Price decreases range between 50¢ - 75¢ with a total of 5 items decreasing

Overall, even with inflationary costs, the menu pricings are reasonable to visitors to the water park.

RECOMMENDATION:

Approve the updated menu and pricing for this year's Wetlands Water Park Season, as presented.



TOWN OF JONESBOROUGH

123 Boone Street

Jonesborough, TN, 37659

Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Nick Bogle

Date: 2/26/28

Re: Wetlands Waterpark – Menu approval

I am requesting approval of the updated menu and pricing for Wetlands Waterpark for the upcoming season. Attached, you will find a comprehensive profit analysis, which includes last year's pricing for reference alongside proposed adjustments to better reflect profitability. Several new items have been added based on recommendations from our sales representative and staff, which we believe will be successful additions to our offerings.

For ease of review, price changes have been highlighted as follows: **Green** indicates price decreases from last year, **Red** indicates price increases, and items left blank either remain unchanged or are new additions. Please note that all item prices include associated costs such as trays, condiments, toppings, and cups. If you would like a detailed breakdown of these costs, I am happy to provide that information.

If there are any additional menu items you would like us to consider, we would be happy to provide a cost analysis for them.

Menu Item ID	Menu Item Name	Menu Item Category	Menu Item Description Below are the 2024 season prices.	Menu Item Price	Food Cost	Food Cost%	Gross Profit\$	Owner	Shared	Locked
2753752 A 2		Appetizer		\$0.01	\$0.00	0.00%	\$0.01	N	Y	N
2744433	Cheese Sticks	Appetizer	\$4.50	\$4.50	\$1.93	42.91%	\$2.57	N	Y	N
2744432	Chips	Appetizer	\$2.25	\$1.50	\$0.56	37.40%	\$0.94	N	Y	N
2744981	Fries	Appetizer	\$3.25	\$3.50	\$0.76	21.63%	\$2.74	N	Y	N
2744983	Fries w/cheese and/or chili	Appetizer	\$3.75	\$4.00	\$1.16	28.98%	\$2.84	N	Y	N
2744442	Nachos and Cheese	Appetizer	\$4.00	\$4.25	\$1.42	33.45%	\$2.83	N	Y	N
2754688	Nachos w/ Cheese and Chili	Appetizer	\$4.25	\$4.50	\$1.65	36.64%	\$2.85	N	Y	N
2744440	Pretzel	Appetizer	\$2.75	\$3.00	\$1.01	33.81%	\$1.99	N	Y	N
2744873	Pretzel W/Cheese	Appetizer	\$3.00	\$3.25	\$1.21	37.15%	\$2.04	N	Y	N
2744441	Uncrustables	Appetizer	\$3.25	\$2.50	\$0.86	34.31%	\$1.64	N	Y	N
2753571	Large Fountain Drink 32oz	Beverage	\$3.25	\$3.75	\$1.27	33.87%	\$2.48	N	Y	N
2754687	Small Fountain Drink 16oz	Beverage	\$2.25	\$2.50	\$0.72	28.80%	\$1.78	N	Y	N
2753836	Bomb Pop	Dessert	\$2.25	\$2.50	\$1.20	48.00%	\$1.30	N	Y	N
2753837	CHURRO CREAM CHEESE FILLED	Dessert		\$2.25	\$1.10	48.89%	\$1.15	N	Y	N
2753839	Funnel Cake Fries 5pc	Dessert		\$2.50	\$0.80	32.00%	\$1.70	N	Y	N
2754814	Grandma's Cookies	Dessert		\$1.50	\$0.71	47.33%	\$0.79	N	Y	N
2753569	Ice cream cup	Dessert		\$1.50	\$0.52	34.67%	\$0.98	N	Y	N
2753835	Ice Cream Sandwich	Dessert	\$2.25	\$2.50	\$1.19	47.60%	\$1.31	N	Y	N
2753838	Iced Lemon Loaf Cake	Dessert		\$2.50	\$1.58	63.20%	\$0.92	N	Y	N
2745880	BBQ Sandwich	Entree		\$5.50	\$2.14	38.93%	\$3.36	N	Y	N
2744871	Cheeseburger	Entree	\$6.50	\$6.00	\$2.59	43.15%	\$3.41	N	Y	N
2744978	Chicken Sandwich	Entree		\$5.50	\$2.25	40.86%	\$3.25	N	Y	N
2744977	Chicken Sandwich w/cheese	Entree		\$6.00	\$2.33	38.90%	\$3.67	N	Y	N
2744443	Chicken Tenders	Entree	\$5.50	\$6.00	\$2.90	48.37%	\$3.10	N	Y	N
2744525	Chili and Cheese Dog	Entree	\$4.00	\$4.00	\$1.21	30.24%	\$2.79	N	Y	N
2744526	Hamburger	Entree	\$6.00	\$5.50	\$2.50	45.45%	\$3.00	N	Y	N
2743844	Hotdog	Entree	\$3.75	\$3.50	\$1.01	28.86%	\$2.49	N	Y	N

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

DATE: March 17, 2025 **AGENDA ITEM** New Business
7. D

SUBJECT: East Main Alley Repair

BACKGROUND:

The Town has acquired possession of the alley between 117 and 119 East Main Street. This is the alley that has the deep concrete and coal chutes attached to the properties of 117 and 119 East Main Street.

The Street Department will be re-constructing this alley. The "mounded concrete" will be removed and grade work completed. We will install gravel and contract with a private contractor to pour a six-inch concrete pad with an exposed aggregate surface. (This exposed aggregate surface is like the parking lot at the McKinney Center.)

Once the current mounded concrete is removed, we will need to close the coal chute openings in both of these buildings. This may require staff, or a contractor to enter the premises of 117 and/or 119 East Main to make the needed repairs.

In order for Town staff to enter private property, it must have prior approval of the Board of Mayor and Aldermen and an agreement signed by the property owners. The listed property owner at 117 East Main Street is Cade Enterprises, LLC. And the listed property owner of 119 East Main Street is David Hawkins and Ann, Living Trust.

I have attached the property agreements for review.

RECOMMENDATION:

Approve Town staff to work on private property at 117 and 119 East Main Street for the purpose of making any necessary repairs that may be required to complete the alley restoration and approve the agreements authorizing the Town Administrator and the Town Attorney to sign; subject to the Town Attorney's approval.

AGREEMENT TO ENTER PROPERTY FOR REPAIRS:

We, _____ and _____, hereby authorize the **Town of Jonesborough** and its agents or assigns to enter onto our property located at 117 East Main Street, Jonesborough, Tennessee, for the purpose of repairing a wall, should the need arise, as part of the repairs to the alley located adjacent to my property.

The scope of work will include removal of an existing coal chute as mutually agreed upon by _____ and _____, and the Town of Jonesborough. Once the coal chute is removed, the Town will cover the hole in my building prior to pouring new concrete in the alley. The building repairs to cover the existing hole will be to replaced brick and/or block and make the repair(s) watertight.

The concrete poured in the alley will be an exposed aggregate mix and will not be poured against the building, but will be poured up to a fiber/brick board placed against my building.

It is agreed that this will be completed in the manner consistent with current building codes and practices. The pad will be installed at the current slope and elevation in a manner in which and water runoff will drain to the street. The **Town of Jonesborough** will provide the labor and the materials.

This the _____ day of March, 2025.

Property Owner

Property Owner

Glenn Rosenoff, Town Administrator

Jim Wheeler, Town Attorney

AGREEMENT TO ENTER PROPERTY FOR REPAIRS:

We, _____ and _____, hereby authorize the **Town of Jonesborough** and its agents or assigns to enter onto our property located at 119 East Main Street, Jonesborough, Tennessee, for the purpose of repairing a wall, should the need arise, as part of the repairs to the alley located adjacent to my property.

The scope of work will include removal of an existing coal chute as mutually agreed upon by _____ and _____, and the Town of Jonesborough. Once the coal chute is removed, the Town will cover the hole in my building prior to pouring new concrete in the alley. The building repairs to cover the existing hole will be to replaced brick and/or block and make the repair(s) watertight.

The concrete poured in the alley will be an exposed aggregate mix and will not be poured against the building, but will be poured up to a fiber/brick board placed against my building.

It is agreed that this will be completed in the manner consistent with current building codes and practices. The pad will be installed at the current slope and elevation in a manner in which and water runoff will drain to the street. The **Town of Jonesborough** will provide the labor and the materials.

This the _____ day of March, 2025.

Property Owner

Property Owner

Glenn Rosenoff, Town Administrator

Jim Wheeler, Town Attorney

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

DATE: <u>March 17, 2025</u>	AGENDA ITEM	<u>New Business 7. E</u>
SUBJECT: <u>USDA Jackson Loan Resolution</u>		

BACKGROUND:

On August 7, 2023, the Board of Mayor and Aldermen adopted Resolution 2023-11, allowing the Town to enter into a \$1.2 million bond anticipation note with the Bank of Tennessee. This "interim" loan provided temporary funding for the final capital costs on the Jackson Theatre project. Permanent funding was approved by the Board with the adoption of a bond resolution on October 16, 2023, to establish that the "final" loan would be closed with USDA at a future date.

In the course of working with the USDA to establish a closing date, I was informed that an additional loan resolution is required. Attached is the loan resolution (USDA Form RD 1942-47) that requires your approval, in order to move forward with the loan closing. The loan payments are included in the fiscal year 2024-25 budget.

RECOMMENDATION:

Staff recommends adoption of the loan resolution.

RESOLUTION NO. 2025-04**USDA**

Form RD 1942-47

(Rev. 12-97)

(Public Bodies)

LOAN RESOLUTIONFORM APPROVED
OMB NO. 0575-0015

A RESOLUTION OF THE Mayor and Board of Alderman

OF THE Town of Jonesborough

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

2021 Downtown Renovation Project - Subsequent

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the

Town of Jonesborough

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

1,200,000.00

pursuant to the provisions of In accordance with the laws of the State of Tenn. ; and

WHEREAS, the Association intends to obtain assistance from the Rural Housing Service, Rural Business - Cooperative Service, Rural Utilities Service, or their successor Agencies with the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U. S. C. 1983 (c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$ 10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contract or agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by the Government. No free service or use of the facility will be permitted.

11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
14. That if the Government requires that a reserve account be established and maintained, disbursements from that account may be used when necessary for payments due on the bond if sufficient funds are not otherwise available. With the prior written approval of the Government, funds may be withdrawn for:
 - (a) Paying the cost of repairing or replacing any damage to the facility caused by catastrophe.
 - (b) Repairing or replacing short-lived assets.
 - (c) Making extensions or improvements to the facility.

Any time funds are disbursed from the reserve account, additional deposits will be required until the reserve account has reached the required funded level.

15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain the Government's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
17. To accept a grant in an amount not to exceed \$ 0

under the terms offered by the Government; that the Mayor

and Town Recorder of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee

The vote was: Yeas _____ Nays _____ Absent _____.

IN WITNESS WHEREOF, the _____ of the

Town of Jonesborough has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this _____ day of _____, _____.

(SEAL)

By Chuck Vest

Attest:

Title Mayor

Janet Jennings, Town Recorder

Title

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as Town Recorder of the Town of Jonesborough

hereby certify that the _____ of such Association is composed of _____ members, of whom _____, constituting a quorum, were present at a meeting thereof duly called and held on the _____ day of _____, _____; and that the foregoing resolution was adopted at such meeting by the vote shown above. I further certify that as of _____, the date of closing of the loan from the Government, said resolution remains in effect and has not been rescinded or amended in any way.

Dated, this _____ day of _____, _____.

Title Janet Jennings, Town Recorder

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

DATE: March 17, 2025 **AGENDA ITEM #:** 7-F

SUBJECT: Utility Asset Management Agreement

BACKGROUND:

First, I want to say thank you to the Board for their support for last month's approval of creating a new position of GIS Manager, and funding said position. As I mentioned in the agenda presentation last month under this agenda item, I have been working this fiscal year to advance our technological efforts in the different departments under the town. Technological advancements in some departments are presenting themselves more critical than others. Our utilities serve over 12,000 customers (inside/outside town limits). I had mentioned that we are exploring *Asset Management* software that will be a game changer on creating digital footprints of tasks, work orders, mapping, GPS actions, etc. To move into the 21st century with this type of technology, we need to be in the driver's seat of not only progressing through this tech but securing and maintaining as well.

We have been working closely with OpenGov, Cartegraph, Asset Management representatives. Their product is highly impressive, and we are aware of regionally that City of Johnson City and City of Kingsport, to name a couple, have utilized Cartegraph and are very successful. As we gain more employees from other utilities, we recognize immediately that we are behind at least 10+ in our asset management/data collection including GPS/GIS capabilities and resources. With our GIS Manager in place now, we are strategically planning data point collections, data descriptions, etc., that will be uploaded to our GIS mapping service.

OpenGov's Asset Management Platform (Cartegraph Asset Management), is a leading platform of its kind in Tennessee and other states, is a modern workflow automation platform that can be rapidly deployed to streamline utility operations, including asset management, work order operations, and long-term capital planning.

With OpenGov, the Town of Jonesborough will be modernizing the end-to-end asset management process and would be able to leverage key functionalities such as:

- Centralizing assets, inventory, and work management into a single solution
- Schedule automated preventative maintenance cycles
- Leverage Bi-Directional Integration to GIS

- Build comprehensive budgets based on asset conditions, labor costs, and other key metrics
- Provide robust reporting to organizational leadership with usage of customizable charts, graphs, and dashboards
- Track, monitor, and manage work task and larger capital projects

An additional benefit of this platform is the inclusion of management reports and customizable dashboards that can be provided to the Board of Mayor and Aldermen, the Management Team, and other Town staff to track and manage various financial and non-financial metrics.

The Cartegraph product will provide “Government Asset Management Software” as follows (and much more as we continue to advance in technology):

- **GIS Integration That Works:** real-time AI-powered insights. Easily connect your GIS to track locations, asset conditions, costs, and work history - all in one place. Now your data stays fresh, accessible, and ready to inspire strategic decisions without a second guess.
- **Track Work. Anywhere:** Skip the paperwork and take control of your assets with our field-ready app. With greater on-site flexibility, you can track work orders, update assets, and capture critical data from your phone without missing a beat.
- **Make Smarter Decisions with Real Data:** Planning for the future just got a whole lot easier. With our Scenario Builder, you can forecast, prioritize, and build your capital improvement plans based on real data, while also evaluating asset risks.
- **Insights at Your Fingertips:** With live dashboards, your data is always at the ready. Track every detail in real time, from who did what to the materials used, all in one organized place.

After much consideration and lengthy reviews, the Utility Management Team, and the Town Administrator have reached a conclusion and made the recommendation to move forward with a contract with OpenGov. After lengthy reviews and meetings with other OpenGov clients, the staff has determined that the OpenGov Solution is the most powerful and complete solution available and is also the best long-term partner for our organization.

Funding Source

As with nearly all the new robust cloud-based software solutions, like our new financial software with Local Government Corporation, there is an upfront software cost. The best overall pricing for OpenGov was through Vertosoft, a contracted vendor through Sourcewell, a cooperative purchasing entity (similar category as state contracts). We

received reduced pricing through Sourcewell at \$94,514.15. We negotiated with OpenGov to split the initial cost between FY25 and FY26, or \$47,258.00 for each fiscal year. Also, the pricing includes the FY26 product software and technological support for a total cost of \$28,976.00, and \$30,424.80 for FY27. The utility budget for FY26 already contains the OpenGov cost of \$28,976.00.

How to Fund the Project FY25, \$47,258.00?

The Board approved capital equipment spending on the utilities which included \$149,425.00 for Security Cameras for Water Treatment Plant, Intake Facility, and Rockhouse Pump Station. After getting requests for quotes back, we were able to use Sourcewell contracted vendor Johnson Controls at a quoted price of \$44,361.99, which is a savings of \$105,063.01. The recommendation is for the BMA to approve the reallocation of \$47,258.00 from Capital Equipment "Security Cameras" to Capital Equipment "OpenGov Cartegraph Asset Management Software/Systems".

RECOMMENDATION:

Approve the reallocation of \$47,258.00 from FY25 Utilities Capital Equipment "Security Cameras" to Capital Equipment "OpenGov Cartegraph Asset Management Software/Systems" as priced through Vertosoft (Sourcewell Contract Vendor 060624-VTO), as presented.



1602 Village Market Blvd SE, Suite 320
Leesburg, VA20175 USA

Cage Code: 7QV38
UEI Number Y7D5MXRU2839
DUNS# 080431574
Federal Tax ID: 81-3911287
Business Size: Small Business

Date: 2/24/2025, 12:16 PM

Phone: 571 707-4130
Fax: 571-291-4119
Email: sales@vertosoft.com

Vertosoft Contact: Carly Moore
Phone: (540) 998-8361
Email: carly.moore@vertosoft.com

OpenGov Quote for Town of Jonesborough, TN

Contract: Sourcwell: 060624-VTO

Quote #: Q-10360
Expires On: 4/1/2025

Quote For:
Name:
Company: Town of Jonesborough, TN
Email:
Phone:

Ship To
Town of Jonesborough, TN
Glenn Rosenoff
groosenoff@jonesboroughtn.org

PAYMENT TERMS	DELIVERY METHOD	PAYMENT METHOD	VERTOSOFT CUST ID	SUPPLIER REF #
Net 30	Electronic	Check/ACH/Credit Card		

Overall POP Start Date: 4/1/2025
Overall POP End Date: 6/30/2025

Term 1 04/01/2025-06/30/2025

PART #	DESCRIPTION	QTY	UNIT PRICE	EXTENDED
OG-TWAQ-U20-AR-1Y	Asset Management - Under \$20 Million - 1Y	1.00	\$2,991.78	\$2,991.78
OG-TWCC-U20-AR-1Y	Comcate - Under \$20 Million - 1Y	1.00	\$1,745.21	\$1,745.21
OG-TWAZ-U20-AR-1Y	Wastewater Collection - Under \$20 Million - 1Y	1.00	\$497.38	\$497.38
OG-TWBE-U20-AR-1Y	Wastewater Treatment Domain - Under \$20 Million - 1Y	1.00	\$746.20	\$746.20
OG-TWBF-U20-AR-1Y	Water Distribution Domain - Under \$20 Million - 1Y	1.00	\$497.38	\$497.38
OG-TWBG-U20-AR-1Y	Water Treatment Domain - Under \$20 Million - 1Y	1.00	\$746.20	\$746.20
OG-PSBG-U20-OT-0Y	Professional Services Deployment - Prepaid - Under \$20 Million - 0Y	406.00	\$215.00	\$87,290.00
Term 1 TOTAL:				\$94,514.15

Term 2

07/01/2025-06/30/2026

PART #	DESCRIPTION	QTY	UNIT PRICE	EXTENDED
OG-TWAQ-U20-AR-1Y	Asset Management - Under \$20 Million - 1Y	1.00	\$12,000.00	\$12,000.00
OG-TWCC-U20-AR-1Y	Comcate - Under \$20 Million - 1Y	1.00	\$7,000.00	\$7,000.00
OG-TWAZ-U20-AR-1Y	Wastewater Collection - Under \$20 Million - 1Y	1.00	\$1,995.00	\$1,995.00
OG-TWBE-U20-AR-1Y	Wastewater Treatment Domain - Under \$20 Million - 1Y	1.00	\$2,993.00	\$2,993.00
OG-TWBF-U20-AR-1Y	Water Distribution Domain - Under \$20 Million - 1Y	1.00	\$1,995.00	\$1,995.00
OG-TWBG-U20-AR-1Y	Water Treatment Domain - Under \$20 Million - 1Y	1.00	\$2,993.00	\$2,993.00
Term 2 TOTAL:				\$28,976.00

Term 3

07/01/2026-06/30/2027

PART #	DESCRIPTION	QTY	UNIT PRICE	EXTENDED
OG-TWAQ-U20-AR-1Y	Asset Management - Under \$20 Million - 1Y	1.00	\$12,600.00	\$12,600.00
OG-TWCC-U20-AR-1Y	Comcate - Under \$20 Million - 1Y	1.00	\$7,350.00	\$7,350.00
OG-TWAZ-U20-AR-1Y	Wastewater Collection - Under \$20 Million - 1Y	1.00	\$2,094.75	\$2,094.75
OG-TWBE-U20-AR-1Y	Wastewater Treatment Domain - Under \$20 Million - 1Y	1.00	\$3,142.65	\$3,142.65
OG-TWBF-U20-AR-1Y	Water Distribution Domain - Under \$20 Million - 1Y	1.00	\$2,094.75	\$2,094.75
OG-TWBG-U20-AR-1Y	Water Treatment Domain - Under \$20 Million - 1Y	1.00	\$3,142.65	\$3,142.65
Term 3 TOTAL:				\$30,424.80

--

Quote Terms

By purchasing the products and services described in this order form, the Customer is expressly agreeing to the End User Agreement published at <https://www.vertosoft.com/terms-and-conditions-opengov>

Taxes: Sales tax shall be added at the time of an invoice, unless a copy of a valid tax exemption or resale certificate is provided.

Credit Card Orders: Additional fees may apply if paying by credit card.

All Purchase Orders must include: End User Name, Phone Number, Email Address, Purchase Order Number, Government Contract Number or Our Quote Number, Bill-To and Ship-To Address (Cannot ship to a PO Box), Period of Performance (if applicable), and a Signature of a duly Authorized Representative.

Asset Management Customer Success Stories

The County of Adams, CO

Population: 533,365

Budget: \$556M

- Adams County was able to justify the expense of a new gravel material. The team noticed certain roads were being graded up to 3 times a week. With the new material, no maintenance is needed for 12 months. The county has reduced the amount of labor and maintenance on the roads, resulting in “huge cost savings,” according to Jeremy Reichert, the Operations Manager for the Transportation Department.
 - The gravel road rehabilitation program targets areas of repeated flooding and increased traffic volume, resulting in an **80% decrease** in complaints, half of all gravel roads rehabilitated, and international attention from the World Bank.
- To fuel high-level, comprehensive analysis, Adams County inspects their entire pavement network every 3 years with the help of the Cartegraph Data Services team. From this data, the county builds out their 5-year paving, chip, and slurry seal programs—as well as routine maintenance plans.

The City of Dyersville, IA

Population: 179,168

Budget: \$310M

- The City of Dyersville, IA is faced with the challenge of managing all their streets, parks, water, & sewer assets while having **33% less staff** than comparable sized municipalities.
- The City in the past used a paper based system to track all operations in which many of their staff lost much of those paper work orders throughout the day throwing off city administrations metrics they needed to make decisions.
- After implementation of Cartegraph Asset Management the city was able to **eliminate all paper based operations** which required them to manage over **10,000 pieces of paper** at any given time.

The City of Arlington, TX

Population: 398,431

Budget: 523M

- Arlington Parks and Recreation
 - Saved **\$15,000** annually in hourly wage costs
 - **42%** of time saved on work orders
 - Utilize real time data
 - Manage more than 7,000 assets

Clay County Utility Authority, FL

Population: 200,000

Budget: \$55M

Town of Jonesborough, TN
OpenGov – Cartegraph Asset Management
Customer Success Metrics



- Clay County Utility Authority uses Cartegraph Asset Management to help serve over **53,000 customers** with safe, reliable drinking water, wastewater treatment, and reclaimed water service.
- Their organization is **99.9%** successful in handling **4.6 billion** gallons of raw sewage a year.
- They successfully manage over **1,500 miles** of main infrastructure with some of their oldest infrastructure being as old as **70+ years**.
- Initially the field staff started doing their inspection on paper and would take over 20+ minutes per inspection and now with Cartegraph Asset Management these inspections are done via a mobile application and completed in less than 10 minutes. Ultimately a **50% time savings** with inspections.
- After flushing their fire hydrants the field crews were required to manually update 5 individuals within their team and the fire department. Now with Cartegraph Asset Management those notifications are automatic once work is logged and completed.

The City of Kingsport, TN

Population: 56,704

Budget: \$99M

- Kingsport is leveraging Cartegraph Asset Management to help manage all their sewer, water, and streets capital infrastructure with over **250 staff** using the system.
- Kingsport is streamlining water compliance processes and reducing duplicate recordkeeping
- The city was able to figure out that the acoustic inspection equipment cost them only \$0.02 per foot to do an inspection on a sewer asset. Before they were doing a CCTV inspection that cost them \$1.50 per foot to perform that inspection. Because of their ability to track their labor cost they **increased their savings on that inspection by 7,400%**.
- Office staff spend **75% less time** per event and compile reports two days sooner—equating to **\$15,000 in savings**
- Save **30 minutes** a day with the Mobile App

Hillsboro, Oregon Joint Water Commission

Customers: 400,000

Budget: \$536M

- For years Hillsboro JWC struggled to find a better solution to manage their treatment plant with thousands of assets including motors, pumps, electrical, filters, media, piping, HVAC, automobiles, and facilities. Their recording keeping system required stacks of paper with signatures/dates, filed into an access database.
- With Cartegraph Asset Management, Hillsboro JWC implemented new guidelines and processes that would bring greater visibility to the department's day to day operations.
 - Between 2014 - 2015, the team spent 2,697 hours on proactive tasks. Now with Cartegraph Asset Management the team spends around 81 hours of preventative maintenance, resulting in **2,616 hours of maintenance hours saved per year**.

Bedford Regional Water Authority, VA

Population: 41,367

Budget: \$19M

Town of Jonesborough, TN
OpenGov – Cartegraph Asset Management
Customer Success Metrics



- Bedford Regional Water Authority oversees the water and sewer assets that ensure a steady flow to over 20,000 homes and businesses.
- Their team creates around **1,000 work orders each month** in Cartegraph Asset Management, with over **100 automations** in the system to automate those tasks to **eliminate manual entry**.
- Bedford also uses conditional logistic automation to streamline water testing, proactively preventing unsafe water from reaching citizens. When a leak is detected, the technician assesses the severity and records it as a task in Cartegraph Asset Management. Based on the severity, the system automatically triggers a task for water operations to collect a biological sample if necessary.

The County of Bay, FL

Population: 179,168

Budget: \$310M

- Before Cartegraph Asset Management, Bay County had no idea what condition their assets were in and were missing the true costs of keeping up with their assets.
- The County has recovered **millions of dollars** in FEMA reimbursement and before Cartegraph Asset Management it used to take weeks to build those reports, now it takes as little as **a few days**.

The City of Colorado Springs, CO

Population: 488,664

Budget: \$623M

- **\$2.5M** saved going paperless
 - By tracking damaged infrastructure in relation to accident reports and billing the appropriate parties for damage, they've been able to recoup **\$70,000** for damaged guardrails, signs, and signal damage in the first quarter of 2016 alone.
- Eliminated 5 steps in daily workflow - translating to an annual savings of **\$564,000**
- **\$250,000** saved from negligence lawsuit

The City of South Salt Lake City, UT

Population: 23,617

Budget: \$87M

- Paper → Paperless Work Order processing
- Cross-Department Communication and Collaboration
- Data-Driven budgeting
- Eliminating Legacy Databases
- Increased Productivity
- **55% increase** in work orders completed

The Village of Romeoville, IL

Population: 37,136

Town of Jonesborough, TN
OpenGov - Cartegraph Asset Management
Customer Success Metrics



Budget: 195M

- Utilizes a single checkbox and workflows for restitutions of property damages caused by contractors or accidents
- Capturing data related to accidents has helped Public Works claim **\$24,000** in Accident Restitution
- The city has **increased restitution funds by 1500%**, and not one insurance request has been challenged thanks to detailed photos and records.



Town of Jonesborough, TN | OpenGov

Modern Cloud Tools for High Performing Government

OpenGov Asset Management

February 4th, 2025

Jacob Harrold, Account Executive

Implementation Overview at Town of Jonesborough, TN

Asset Management

Key Deliverables: Please refer to SOW for complete implementation overview

Domains - includes:

- Water Distribution
- Water Treatment
- Wastewater Treatment
- Wastewater Collection/Sewer
- Custom Assets +3

Integrations:

- SCADA (Alarms & Usage)
- Harmony
- Comcate 311

Conversions:

- N/A

Training:

- Onsite Requirements gathering
- Onsite Train the Trainer
- Remote Go-Live

Functional Areas:

- Request Management
- Work Management
- Asset Management
- Resource Management
- Mobile Application
- Administrator Functions
- Reporting
- Preventative Maintenance
- Asset Inspections & Conditions
- Dashboarding

Project Timeline @ Jonesborough, TN

Phase 1	Deliverable	Month 1	Month 2	Month 3	Month 4	Month 5	Month 6	Month 7	Month 8
Initiate	Project Preparation and Kick Off								
Validate	Requirements Gathering, Project Workbook								
Configure	Test conversion, Test integration, Start Up Data upload, GIS integrations								
Train	Train the Trainer, Advanced trainings, Weekly Q&A								
Launch	Go Live Readiness, Production Cut over, Go Live Support, Project Closure								
Customer is responsible for attending the kick off of each phase, providing any necessary data for each phase, participating in working sessions during active phases, and signing off on deliverables at the end of each phase.									

*not an official timeline

Cost Proposal at Town of Jonesborough, TN (Split PS)

Annual Software Subscription, Professional Services Implementation, Ongoing Support & Maintenance for OpenGov Enterprise Asset Management. All Future Software Enhancements, Fixes, Updates

OpenGov Proposal - Jonesborough, TN EAM				
Subscription Year	Months	Software	Professional Services	Annual Total
March 1st, 2025 - June 30th, 2025	4	\$9,660.00	\$52,374.00	\$62,034.00
July 1st, 2025 - June 30th, 2026	12	\$28,980.00	\$34,916.00	\$63,896.00
July 1st, 2026 - June 30th, 2027	12	\$30,429.00	\$0	\$30,429.00

OpenGov Pricing Includes:

- OpenGov Enterprise Asset Management Domains:
 - Water Distribution, Wastewater Collection/Sewer, Water Treatment Plant, Wastewater Treatment Plant
- Unlimited Users, Usage, Data, Work Orders, Assets within Domains, Reports, Advanced Inspections, Request Management, Internal Requests
- 10% Discount Applied

*Estimated travel costs - \$5,600

Cost Proposal at Town of Jonesborough, TN

Annual Software Subscription, Professional Services Implementation, Ongoing Support & Maintenance for OpenGov Enterprise Asset Management. All Future Software Enhancements, Fixes, Updates

OpenGov Proposal - Jonesborough, TN EAM				
Subscription Year	Months	Software	Professional Services	Annual Total
April 1st, 2025 - June 30th, 2025	3	\$7,245.00	\$87,290.00	\$94,535.00
July 1st, 2025 - June 30th, 2026	12	\$28,980.00	\$0	\$28,980.00
July 1st, 2026 - June 30th, 2027	12	\$30,429.00	\$0	\$30,429.00

OpenGov Pricing Includes:

- OpenGov Enterprise Asset Management Domains:
 - Water Distribution, Wastewater Collection/Sewer, Water Treatment Plant, Wastewater Treatment Plant
- Unlimited Users, Usage, Data, Work Orders, Assets within Domains, Reports, Advanced Inspections, Request Management, Internal Requests
- 10% Discount Applied

*Estimated travel costs - \$5,600

Supporting Documentation

Confidential, Do not share

Town of Jonesborough, TN

Challenge/Priority: The Town of Jonesborough, TN is leveraging a combination of spreadsheets/manual processes as well as a 2017 installed system call eWork Orders. While the system is digital there is need for other capabilities to help with day to day operations for field teams, administration, directors, and town management.

Contributing Factors:

- **No Mapping Functionality** – The eWork Orders system has no GIS connection nor mapping functionality. Without work orders being location based this creates further routing communication for field teams to go complete work.
- **Lumped Together Work** – eWork Orders has no way of separating work at the department level.
- **List/Numeric Based Work Order View** – eWork Orders is shown as running list with no ability to sort to specific task type. For someone to understand what the work order is about they must click into the task and look at the notes. Similarly, if one wanted to update their notes for a completed work order they would have to manually search for it.
- **Manual Data Gathering Reporting** – “To put together a report off all work on manholes, I must first create 10 smaller reports”

Desired Capabilities:

- Drive efficiency to improve day-to-day operations and long-term planning
- Centralize assets, inventory, and work management into a single solution
- Schedule and automate preventative maintenance schedules
- Bi-Directional Integration with GIS
- Ease of administrative use within system
- Build comprehensive budgets based on asset condition, labor costs, and other key metrics
- Provide robust reporting to town leadership & community with usage of customizable charts, graphs, and dashboards that enables for story telling
- Ease of use for field crews and simplicity within system
- Ability to monitor and track progress of capital projects

Town of Jonesborough, TN | Why OpenGov

- **Mission Driven. Government Only. Cloud Only. USA Only.**
 - Powering More Effective and Accountable Government
 - How Do we Help our Partners Close the Gap Between Public Expectation and Government Delivery?
- **Change Management**
 - We Push our Partners to be as Self-Service as Possible
 - 500+ Years of Public Sector Experience
 - 90%+ Post-Deployment Customer Satisfaction Rating
- **Best-in-Breed Integrated Asset Management Suite**
 - Commitment to Sustainable Quality Products Through Significant Investment and Customer Feedback
 - >35% of Revenue reinvestment in R&D
 - Entirely customer-driven product roadmap
 - Over 340 product updates and improvement delivered in H1 of 2023 (*across all technology suites)

Customer Return on Investment Examples

- The City of Glen Ellyn, IL estimates Cartegraph Asset Management has helped them save \$30-50K in labor costs in 2016.
- The City of Colorado Springs recouped \$70,000 for damaged assets in just the first quarter of 2016.
- By using mobile technology, the Traffic Engineering department in the City of Colorado Springs has eliminated 5 steps in its daily workflow – translating to an annual savings of \$564,000.
- Between 2014 and 2015, the Joint Water Commission team spent 2,697 hours on proactive tasks—compared to just 81 hours on reactive maintenance.
- Castle Rock, CO has decreased man-hours by nearly 50 percent by using Cartegraph Asset Management in the field and eliminating the need for paper records and transfers to electronic filing for water tank inspections.
- The City of New Braunfels, TX street crews are saving at least two weeks annually by using Cartegraph Asset Management for iPad to track their work on the go. Plus, the assistant city engineer no longer needs to do data entry, saving nearly a month of her time.
- The City of Helotes, TX leveraged Cartegraph Asset Management to increase their annual street maintenance budget by 5,000% in only 2 years (an increase of \$1.47M)
- The City of Helotes, TX leveraged Cartegraph Asset Management data to justify the hire of their last 4 employees.
- The Village of Lombard, IL hydrant flushing required updating and printing maps for field crews. Cartegraph Asset Management and mobile reduced the extra time from GIS and other administrative tasks to a savings of \$6,000 of equivalent labor hours.
- Kitsap County, WA is responding 2X faster to hazardous spills with the help of Cartegraph Asset Management. It used to take 24 hours to respond—now they're responding in 15 minutes.
- City of Asbury, IA: With improved salt inventory control, the department is minimizing off-site storage needs by approximately \$1,200 per year. On top of those savings, real-time resource entry in Cartegraph Asset Management allows Telford to eliminate spreadsheet entry and focus his time and talents on higher-priority projects. The enhancement saves him 45 minutes per snow event, ultimately giving him back several hours in a single snow season.

OpenGov Cloud



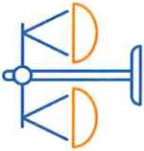
BUDGETING & PLANNING

Operating Budget
Capital Planning
Workforce Planning
Online Budget Book
Publications



PROCUREMENT

Solicitation Development
Supplier Engagement
Evaluations & Awards
Contract Management



FINANCIALS

Core Financials
Utility Billing



TAX & REVENUE

Property Tax
Business Tax
Operating Dashboard
Public Portal



ASSET MANAGEMENT

Asset Management
Work Management
Resource Management
Infrastructure Planning



PERMITTING & LICENSING

Forms & Workflows
Public Portal
Inspections
Online Payments



REPORTING & TRANSPARENCY

Dashboards | Performance
Public Engagement

Mission-Driven Public Sector Expertise

Decades of Combined Public Works/GIS Experience

Customer Success Engineer



MATT DANIELS
Former Asset Manager at the City and County of Denver, CO

Customer Success Engineer



SCOTT DEGRANT
Former Asset System Administrator at City of Arlington, TX

Sr. Implementation Consultant



GILBERT SANCHEZ
Former Technical Support Manager at the County of Bexar, TX

Solutions Engineer



JAMIE BIRKETT
Former Administrative Services Director at City of Ashland, OR

Solutions Consultant



KENNEDY HAYES
Former Project Planner at the Chicago Department of Transportation

Senior Director of Services



JEFF BOOTH
Former Sr. IT Project Manager at Bexar County, TX

Solutions Engineer



BRANT SCHEIDECKER
Former IT Director/GIS Analyst at Lee County, IL

Director, Solutions Engineer



QUINT PERTZSCH
Former GIS Coordinator at the City of Golden, Colorado

Value of Support and Services

Investing in Services to Make you Successful is Key to Change Management

Typical Competitor Services

- Customer sends vendor documents
- Vendor builds modules themselves in 2-3 months
- Vendor sends completed system to customer
- 1-Hour User Training
- Access to Vendor Resource Center

OpenGov Services

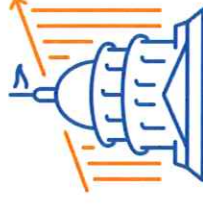
- Dedicated Project Team
 - Regular Communication
 - Weekly/Bi-Weekly
 - Project Tracking & Reporting
 - Historical Data Uploading
 - Video Training Setup
 - User Creation and Setup Support
 - Data Validation & Phased Signoff
- Local Government Subject Matter Expert Consultants
 - Reporting Build & Design
 - Dashboard Creation
 - Ongoing Support through Go-Live
 - Tailored Training
 - Administrative
 - End User
 - Dedicated CSM



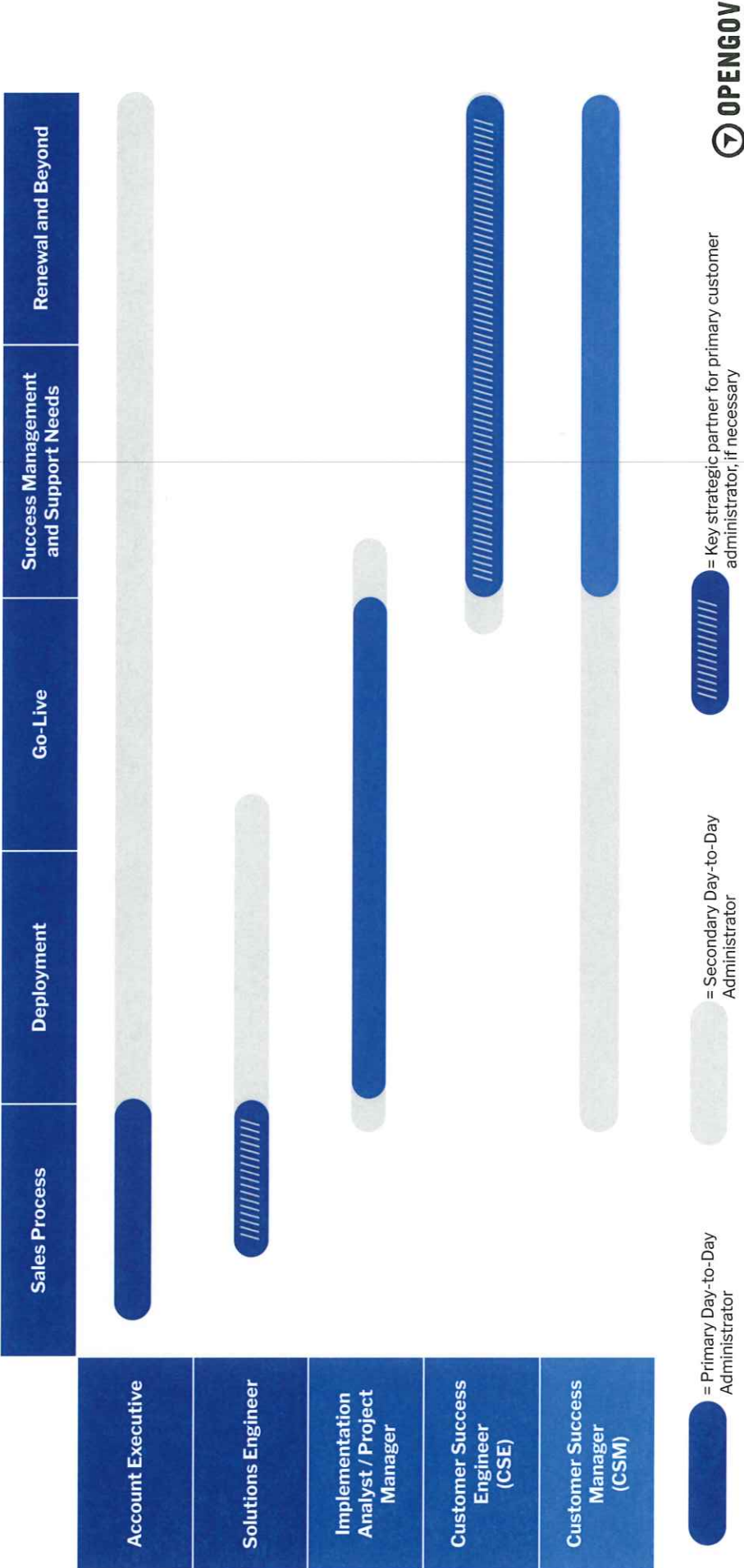
OPENGOV Confidential, Do not share

The OpenGov Advantage

- Seamless, bi-directional integration with ESRI (Gold Partner)
- Automation manager to configure workflows tailored to your organization
- Purpose-built domains for each asset class
- Scenario builder to easily plan for future work & capital expenditures
- Native, bi-directional integration with OpenGov Permitting
- Ease of use for quick and robust adoption across staff of all levels
- Robust 311 integration
- 811 Locates integration with Positive Response
- Simple, flexible and intuitive mobile solution to empower field employees to easily manage work
- Strong, executive level reporting & Dashboarding capabilities
- Best in Class Customer Support
- Quarterly Product Enhancements, delivered seamlessly over the cloud
- Unlimited Users, Usage, Data Storage



Customer Journey



Professional Services

Structured Approach for Success



Focus on Short-term
and Long-term goals,
not just replicating
processes



Validate
understanding and
process across
government teams



Balance change
management with
culture, goals and
vision



Expediting
time-to-value by
tailoring to your
unique needs

Key Project Delivery Roles

Core Delivery Team

PROJECT MANAGER

Ownership of Project End-to-End
Creates & Manages Project Plan
Manages OG Delivery Team

IMPLEMENTATION ANALYST

Configures Solution for Systems
Provides Functional Expertise

DATA SOLUTIONS ENGINEER

Performs data integration/uploads
Completes end-to-end data flows
Provides technical support on mappings

OPENGOV PROJECT ADVISOR



Extended Delivery Team

SOLUTION ARCHITECT

Gathers Requirements
Provides Subject Matter Expertise
Validates Solution Blueprint

IMPLEMENTATION CONSULTANT

Analyzes Design complexities
Manages & Monitors Progress with IA
Product Suite Expert

TECHNICAL CONSULTANT

Advises on technical complexities
Resolves items through integration
Product Suite Infrastructure Expert

OpenGov University

Supporting Continuous Learning



Self-Paced Learning

Learn OpenGov with on demand training in our specialized system



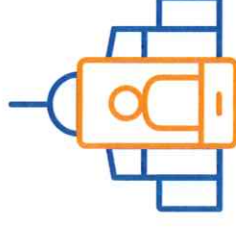
In-App Guidance

Point of contact to learn about new solutions and roadmap developments



Training Workshops

Access our recurring, virtual training series on product best practices



Live Training Events

Join OpenGov's hybrid or live trainings around the country.



OPENGov

Confidential, Do not share

Customer Success

Your Advocate within OpenGov



Point of Contact

We schedule regular communications to build a strong partnership

Product Updates

Point of contact to learn about new solutions and roadmap developments

Value Realization

Source for best practices, technical support, and training resources

Future Services

Advise when Professional Services might help you realize additional value

Support First Response SLAs

Premium Support Significantly Improves First Response Times

Severity Level	Standard Support	Premium Support
Urgent	One (1) Business Hour	One (1) Calendar Hour
High	One (1) Business Day	Two (2) Business Hours
Normal	Four (4) Business Days	Eight (8) Business Hours
Low	Eight (8) Business Days	Two (2) Business Days

Support Hours: Monday-Friday, 7:00 AM EST - 10:00 PM EST excluding holidays

How to Engage OpenGov Support



Web

support.opengov.com

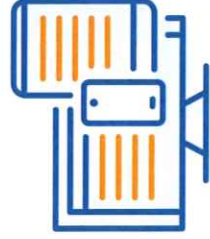
Ask for support on specific problems and reference "how to" documentation
24/7



Chat

support.opengov.com

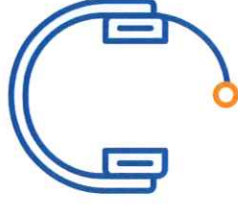
Find answers to your questions in real time, powered by automated tools and technical support experts



Email

support@opengov.com

Kickoff getting support for your questions and challenges directly from your email inbox



Phone

(650) 336-7167

Talk through your questions with one of our technical support experts
4:00 AM PT to 7:00 PM PT,
Mon-Fri

THANK YOU



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

DATE: March 17, 2025 **AGENDA ITEM #:** 7-G

SUBJECT: Initial Resolution – Funding for Water Treatment Plant Upgrade Project

BACKGROUND:

USDA loan resolutions were adopted by the Board on December 9, 2024, as a step toward providing a funding mechanism for the \$22,818,000 Water Treatment Plant Upgrade project. Town staff has been informed that USDA also requires adoption of an initial resolution and a full resolution. The initial resolution, prepared by bond counsel, is attached for consideration.

RECOMMENDATION:

Staff recommends adoption of the initial resolution.

RESOLUTION NO. 2025-05

INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED \$22,818,000 WATER SYSTEM REVENUE AND TAX BONDS, IN ONE OR MORE SERIES, OF THE TOWN OF JONESBOROUGH, TENNESSEE, TO PROVIDE FUNDING FOR CERTAIN PUBLIC WORKS PROJECTS AND TO FUND THE INCIDENTAL AND NECESSARY EXPENSES RELATED THERETO

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

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

SECTION 1. That for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water treatment plant of the water system of the Municipality (the "System"); the acquisition of all property real and personal, appurtenant thereto or connected with such work; to pay legal, fiscal, administrative, architectural and engineering costs; to reimburse the Municipality for the costs of the above project; and to pay costs incident to the issuance and sale of the Bonds, the issuance of the Bonds of the Municipality in the aggregate principal amount of not to exceed Twenty-Two Million Eight Hundred Eighteen Thousand Dollars (\$22,818,000) is hereby authorized. The Bonds shall be issued at a date or dates, at a rate or rates of interest not to exceed the maximum rate allowed by law, and upon terms and conditions to be later determined.

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

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

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

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

Adopted and approved this 17th day of March, 2025.

MAYOR

ATTEST:

TOWN RECORDER

NOTICE

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

STATE OF TENNESSEE)

COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Municipality"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of an Initial Resolution excerpted from the minutes of the meeting of the Board of Mayor and Aldermen of said Municipality held on March 17, 2025; (2) that I have compared said copy with the original minute record of said meeting in my official custody; (3) that said copy is a true, correct, and complete transcript from said original record insofar as said original record relates to, among other matters, the authorization of the issuance of not to exceed \$22,818,000 Water System Revenue and Tax Bonds, in one or more series, of said Municipality; (4) that the actions by the said Board of Mayor and Aldermen including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said Board of Mayor and Aldermen was present and acting throughout the meeting.

WITNESS my official signature and seal of said Municipality this 17th day of March, 2025.

TOWN RECORDER

(SEAL)

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

DATE: March 17, 2025 **AGENDA ITEM #:** 7-H

SUBJECT: Full Resolution – Funding for Water Treatment Plant Upgrade Project

BACKGROUND:

USDA loan resolutions were adopted by the Board on December 9, 2024, as a step toward providing a funding mechanism for the \$22,818,000 Water Treatment Plant Upgrade project. Town staff has been informed that USDA also requires adoption of an initial resolution and a full resolution. The full resolution, prepared by bond counsel, is attached for consideration.

RECOMMENDATION:

Staff recommends adoption of the full resolution.

RESOLUTION NO. 2025-06

A RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND PAYMENT OF NOT TO EXCEED \$22,818,000 WATER SYSTEM REVENUE AND TAX BONDS, IN ONE OR MORE SERIES, BY THE TOWN OF JONESBOROUGH, TENNESSEE; AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES PRIOR TO THE ISSUANCE OF THE BONDS; AND AUTHORIZING THE LEVY OF TAXES TO PAY THE BONDS AND NOTES.

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

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

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

WHEREAS, the United States Department of Agriculture, acting through Rural Development ("Rural Development"), has issued to the Municipality its Letter of Conditions dated November 14, 2024, as amended (the "Letter of Conditions"), in which it has agreed to purchase the bonds on terms and conditions favorable to the Municipality and its citizens; and

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

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

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

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

"Bonds" shall mean the not to exceed \$22,818,000 Water System Revenue and Tax Bonds, in one or more series, of the Municipality, authorized to be issued by this resolution.

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

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

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

“Fiscal Year” shall mean the Municipality’s fiscal year.

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

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

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

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

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

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

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

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

(a) General Terms. The Governing Body hereby authorizes the issuance of water system revenue and tax bonds, in one or more series, of the Municipality in an aggregate principal amount up to \$22,818,000 (the “Bonds”). The Bonds shall be numbered R-1 upwards for each series, with such series designations as determined by the officials of the Municipality executing such Bonds. The Bonds shall be issued to Rural Development in exchange for the payment of a price equal to 100% of the par amount thereof.

(i) The Bonds shall be issued to:

- (1) finance the costs of the Project (including any reimbursement thereof);
- (2) retire the principal of and, with the consent of Rural Development, interest on the Notes; and

(3) pay costs of issuing the Bonds.

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

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

(iv) The Bonds shall consist of a fully registered bond in the principal amount of not to exceed Seven Million Dollars (\$7,000,000) numbered R-1; a fully registered bond in the principal amount of not to exceed Eight Million Dollars (\$8,000,000) numbered R-2; and a fully registered bond in the principal amount of not to exceed Seven Million Eight Hundred Eighteen Thousand Dollars (\$7,818,000) numbered R-3. The Bonds shall bear interest at a rate not to exceed 3.125% per annum and shall be payable in not more than 480 equal monthly installments of principal and interest in an amount sufficient to fully amortize the Bonds over the period of such installments. The first installment of debt service on such Bonds shall be due and payable one month following the date of issuance, but in no event later than the 28th day of the month of such first payment, and all subsequent installments shall be due and payable on the same day of each month thereafter. The approximate annual aggregate principal and interest requirement on the Bonds is calculated as not to exceed One Million Two Thousand One Hundred Sixty-Eight Dollars (\$1,002,168), consisting of not to exceed Three Hundred Seven Thousand Four Hundred Forty Dollars (\$307,440) Bond R-1, not to exceed Three Hundred Fifty-One Thousand Three Hundred Sixty Dollars (\$351,360) Bond R-2, and not to exceed Three Hundred Forty-Three Thousand Three Hundred Sixty-Eight Dollars (\$343,368) Bond R-3, all assuming an interest rate of three and one hundred twenty-five thousandths percent (3.125%). In all events, the final installment shall be in the amount of the entire unpaid balance of principal and interest on the Bonds. All payments of principal and interest on such Bonds shall be made directly to the registered owner thereof at its address shown on the bond registration records of the Municipality, without, except for final payment, the presentation or surrender of such Bonds, and all such payments shall discharge the obligation of the Municipality in respect of such Bonds to the extent of the payments so made. The records of the owner of the Bonds shall be conclusively presumed to be correct with respect to amounts of payments made and outstanding principal balance. Upon final payment, the Bonds shall be submitted to the Town Recorder of the Municipality (the "Town Recorder"), as bond registrar, for cancellation.

(b) The Mayor is hereby authorized to cause the Bonds to be issued in an aggregate principal amount less than \$22,818,000 if it is determined that the full amount of the Bonds is not needed to pay authorized costs. The Mayor and Town Recorder are authorized to execute and deliver the Bonds, to execute such certificates and documents and to take such other actions as they shall deem necessary in connection with the sale and delivery of the Bonds.

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

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

shall be given to the registered owner of the Bonds not less than thirty (30) days prior to the date of prepayment, unless waived by the registered owner.

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

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

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

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

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

(c) The Notes shall be sold at a negotiated sale in the manner provided by law, in one or more series, at a price of not less than ninety-nine percent (99%) of par, as a whole or in part from time to time as shall be determined by the Mayor, in consultation with Raymond James & Associates, Inc., as underwriter (the "Underwriter"). In connection therewith, the Mayor is authorized to establish the remaining terms of the Notes, without further action by the Governing Body. The Mayor and Town Recorder are authorized to execute and deliver the Notes, to execute such certificates and documents and to take such other actions as they shall deem necessary to further evidence the Municipality's obligations under the Notes. The Notes may also be issued to Rural Development, upon the terms otherwise provided herein, in which case the Notes shall also bear the designation of "Interim Certificate of Indebtedness." The purchase price paid by Rural Development for the Bonds shall be reduced by the principal amount of the Interim Certificate held by it, including accrued interest thereon, and such Interim Certificate shall be delivered by Rural Development to the Municipality at the time of delivery of the Bonds.

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

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

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

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

(h) The Mayor and the Town Recorder are authorized to cause the Notes to be authenticated and delivered to the Underwriter and to execute, publish, and deliver all certificates and documents, including an official statement, a note purchase agreement, and closing certificates, as they shall deem necessary in connection with the sale and delivery of the Notes.

(i) The Notes will be made eligible for processing by DTC. The Notes in the form of one global Note for each maturity need not be lithographed or printed on steel engraved or printed borders. Except as otherwise provided in this Section, the Notes shall be registered in the name of Cede & Co. as nominee of DTC. The Municipality may discontinue use of DTC as depository for the Notes at any time upon determination by the Municipality that the use of DTC is no longer in the best interest of the beneficial owners of the Notes. Registered ownership of the Notes may be transferred on the registration books maintained by the Registration Agent and the Notes may be delivered in physical form to the following:

(i) any successor of DTC or its nominee;

(ii) any substitute depository upon (1) the resignation of DTC or its successor (or any substitute depository or its successor) from its functions as depository, or (2) a determination by the Municipality that DTC or its successor (or any substitute depository or its successor) is no longer able to carry out its functions as depository; or,

(iii) any person, upon (a) the resignation of DTC or its successor (or substitute depository or its successor) from its functions as depository, or (b) termination by the Municipality of the use of DTC (or substitute depository or its successor).

(j) The Registration Agent is hereby authorized to take such actions as may be necessary from time to time to qualify and maintain the Notes for deposit with DTC, including, but not limited to, wire transfers of interest and principal payments with respect to the Notes, utilization of electronic book entry data received from DTC in place of actual delivery of Notes and provision of notices with respect to Notes registered by DTC (or any of its designees identified to the Registration Agent) by overnight delivery, courier service, telegram, telecopy or other similar means of communication. The Registration Agent shall not be liable with respect to any such arrangements it may make pursuant to this subsection (j) of this Section 4.

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

shall be paid from proceeds of the Bonds. In the event such proceeds are unavailable, the Notes shall be secured and payable in exactly the same manner as the Bonds.

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

(Form of Bonds)

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

R-_____ \$ _____

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

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

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

This Bond is one of a series of bonds known as "Water System Revenue and Tax Bonds, Series _____", issued by the Municipality in the aggregate principal amount of \$ _____. This Bond is issued by the Municipality for the purpose of financing a portion of the costs of certain public works projects, including the construction, improvement, renovation and equipping of the water treatment plant of the water system of the Municipality (the "System"), under and in full compliance with the constitution and statutes

of the State of Tennessee, including Sections 9-21-101, et seq., Tennessee Code Annotated, and pursuant to a resolution duly adopted by the Board of Mayor and Aldermen of the Municipality on the 17th day of March, 2025 (the "Resolution").

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

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

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

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

TOWN OF JONESBOROUGH, TENNESSEE

FORM ONLY – DO NOT SIGN

Mayor

ATTEST:

FORM ONLY – DO NOT SIGN

Town Recorder

(SEAL)

(End of Form of Bonds)

Section 7. **Registration Books and Registration Agent.** (a) The Municipality shall appoint a registration agent and paying agent with respect to the Notes (the "Registration Agent") and authorizes the Registration Agent, so long as any of the Notes remain outstanding, to maintain at the principal corporate trust office of the Registration Agent, books for the registration and transfer of the Notes on behalf of the Municipality. The Registration Agent shall register in such books and permit to be transferred thereon, under such reasonable regulations as it may prescribe, any Note entitled to registration or transfer and to

authenticate and deliver the Notes either at original issuance, upon transfer, or as otherwise directed by the Municipality. The Registration Agent is authorized to make all payments of principal, interest, and redemption premium, if any, with respect to the Notes. The initial Registration Agent shall be Regions Bank.

(b) The Registration Agent shall signify its acceptance of the duties and obligations imposed upon it by this resolution by a written instrument of acceptance executed and delivered to the Town Recorder prior to or on the Closing Date.

Section 8. **Permitted Acts and Functions of the Registration Agent.** The Registration Agent may become the owner of any Notes, with the same rights as it would have if it were not a Registration Agent.

Section 9. **Resignation or Removal of the Registration Agent and Appointment of Successors.**
(a) The Registration Agent may at any time resign and be discharged of the duties and obligations created by this resolution by giving at least sixty (60) calendar days' written notice to the Town Recorder; provided, however, until a successor Registration Agent is appointed the Registration Agent shall continue to carry out the duties and obligations of the Registration Agent created by this resolution. The Registration Agent may be removed at any time by resolution of the Municipality filed with such Registration Agent. Any successor Registration Agent shall be appointed by resolution of the Municipality and shall be a trust company or a bank having the powers of a trust company, having, at the time of such appointment, a combined capital, surplus, and undivided profits aggregating at least Fifty Million Dollars (\$50,000,000), and be willing and able to accept the office of Registration Agent on reasonable and customary terms and authorized by law to perform all the duties imposed upon it by this Resolution.

(b) In the event of the resignation or removal of the Registration Agent, such Registration Agent shall pay over, assign, and deliver any monies held by it as Registration Agent, and all books and records held by it as Registration Agent, to its successor, or if there be no successor then appointed, to the Town Recorder until such successor be appointed.

Section 10. **Merger or Consolidation of Registration Agent.** Any corporation or association into which the Registration Agent may be converted or merged, or with which it may be consolidated, or to which it may sell or transfer its trust business and assets as a whole, or substantially as a whole, or any corporation or association resulting from any such conversion, sale, merger, consolidation, or transfer to which it is a party shall be and become successor Registration Agent hereunder and shall be vested with all the trusts, powers, discretion, immunities, privileges, and other matters as was its predecessor, without the execution or filing of any instrument or any further act, deed, or conveyance on the part of any of the parties hereto, anything herein contained to the contrary notwithstanding.

Section 11. **Levy of Tax.** For the purpose of providing for the payment of the principal and interest on the Bonds, there is hereby pledged for such payment the Net Revenues derived from the operation of the System, in amounts not exceeding the amounts required to make such payments as they come due. In the event of a deficiency in the Net Revenues there shall be levied in each year in which such Bonds shall be outstanding a direct tax on all taxable property in the Municipality, fully sufficient to pay all such principal and interest falling due prior to the time of collection of the next succeeding tax levy. Said tax shall be assessed, collected, and paid at the time, and in the same manner, as the other taxes of said Municipality, shall be in addition to all other taxes, and shall be without limitation as to time, rate, or amount; provided, however, that the tax so levied in any year may be proportionately reduced by the amount of money actually on hand from the Net Revenues of the System and available for payment of such principal and interest. The Governing Body of the Municipality is required by law and shall and does hereby pledge to levy such tax. Principal and interest falling due at any time when there shall be insufficient funds on

hand from such tax levy for the payment thereof shall be paid from the general fund or other available funds of the Municipality, but reimbursement therefor may be made from the taxes herein provided when the same shall have been collected and used solely for the payment of principal and interest on the Bonds, as the same shall become due.

Section 12. **Charges for Services Supplied by the System.** While the Bonds remain outstanding and unpaid, the Municipality covenants and agrees that the charges for all services supplied through the medium of the System to the Municipality and its residents and to all consumers shall be reasonable, just, and sufficient taking into account and consideration the cost and value of the System and the cost of maintaining, operating, and insuring the System, and the proper and necessary allowances for the depreciation thereof, and the amounts necessary for the payment of principal and interest on indebtedness of the Municipality, including the Bonds, payable from the Revenues.

Section 13. **Remedies of Bond Owners.** Any owner of the Bonds may either at law or in equity, by suit, action, mandamus or other proceedings, in any court of competent jurisdiction enforce and compel performance of all duties imposed upon the Municipality by the provisions of this resolution, including the levy and collection of ad valorem taxes to meet the obligations of the Municipality under this resolution.

Section 14. **Disposition of the Proceeds of the Notes and Bonds.** The proceeds of the sale of the Notes shall be applied directly to the costs authorized herein or deposited with a financial institution regulated by and the deposits of which are insured by the Federal Deposit Insurance Corporation or similar federal agency, in a special fund designated so as to identify it with this resolution (the "Construction Fund") and shall be disbursed solely for the payment of Project costs (including reimbursement thereof), legal, fiscal, administrative, architectural and engineering costs incident thereto, interest during construction of the Project and for six (6) months thereafter, with the consent of Rural Development, and bond issuance costs. Money in the Construction Fund shall be secured in the manner prescribed by applicable statutes relative to the securing of public or trust funds, if any, or in the absence of such statutes, by a pledge of readily marketable securities having at all times a market value of not less than the amount in the Construction Fund. Money in the Construction Fund shall be expended only for the purposes authorized by this resolution.

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

Section 15. **Federal Tax Matters.** The Bonds will be issued as federally tax-exempt bonds. At the Mayor's discretion, the Notes may be issued as federally tax-exempt obligations. The Municipality hereby covenants that it will not use, or permit the use of, any proceeds of the Bonds or Notes in a manner that would cause the Bonds or Notes (if applicable) to be subjected to treatment under Section 148 of the Code, and applicable regulations thereunder, as "arbitrage bonds." To that end, the Municipality shall comply with applicable regulations adopted under said Section 148. The Municipality further covenants with the registered owners from time to time of the Bonds and the Notes (if applicable) that it will, throughout the term of the Bonds and Notes and through the date that the final rebate, if any, must be made

to the United States in accordance with Section 148 of the Code, comply with the provisions of Sections 103 and 141 through 150 of the Code and all regulations proposed and promulgated thereunder that must be satisfied in order that interest on the Bonds and Notes (if applicable) shall be and continue to be excluded from gross income for federal income tax purposes under Section 103 of the Code.

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

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

Section 16. **Reasonably Expected Economic Life.** The “reasonably expected economic life” of the Project within the meaning of Sections 9-21-101, et seq., Tennessee Code Annotated, is greater than the term of the Bonds financing said Project.

Section 17. **Continuing Disclosure.** The Municipality hereby covenants and agrees that it will comply with and carry out all of the provisions of that certain Continuing Disclosure Certificate executed by the Municipality and dated the date of issuance and delivery of the Notes, as originally executed and as it may be amended from time to time in accordance with the terms thereof (the “Continuing Disclosure Certificate”). Notwithstanding any other provision of this resolution, failure of the Municipality to comply with the Continuing Disclosure Certificate shall not be considered an event of default; however, any noteholder or Beneficial Owner may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Municipality to comply with its obligations under this Section. For purposes of this Section, “Beneficial Owner” means any person which (a) has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Notes (including persons holding Notes through nominees, depositories or other intermediaries), or (b) is treated as the owner of any Notes for federal income tax purposes.

Section 18. **Approval of Note Purchase Agreement.** The Mayor is hereby authorized to execute a note purchase agreement relating to the Notes, with such modifications thereto as the Mayor approves. The Mayor is hereby authorized and directed to execute a copy of said note purchase agreement, which execution shall be conclusive evidence of the approval of any such modifications.

Section 19. **Approval of Preliminary Official Statement and Official Statement.** (a) The Mayor and the Town Recorder, or either of them, working with the Underwriter, are hereby authorized to cause the preparation and distribution, which may include electronic distribution, of a Preliminary Official Statement in connection with the sale of the Notes in such form and containing such information as the Mayor shall determine appropriate and consistent with the terms of this resolution and to deem the Preliminary Official Statement final for the purpose of Securities and Exchange Commission Rule 15c(2)(12).

(b) The Governing Body hereby authorizes an Official Statement of the Municipality substantially in the form of the Preliminary Official Statement relating to the Notes, with such modifications thereto as the Mayor and the Town Recorder approve. The Mayor and the Town Recorder are hereby authorized and directed to execute copies of said Official Statement and to deliver said Official Statement to the purchaser of such Notes, which execution and delivery shall be conclusive evidence of the approval of any such modifications; and the Governing Body hereby consents to the lawful use of said Official

Statement and the information contained therein in connection with the public offering and sale of the Notes by the Underwriter. The Mayor and the Town Recorder are authorized to deem the Official Statement final for the purpose of Securities and Exchange Commission Rule 15(c)(2)(12).

(c) The distribution of the Preliminary Official Statement and the Official Statement in final form shall be conclusive evidence that each has been deemed in final form as of its date by the Municipality except for the omission in the Preliminary Official Statement of pricing and other information.

Section 20. **Resolution a Contract.** The provisions of this resolution shall constitute a contract between the Municipality and the owners of the Bonds and the Notes, and after the issuance of either the Bonds or Notes, no change, variation or alteration of any kind in the provisions of this resolution shall be made in any manner, except as provided in the following Section, until such time as the Bonds and Notes and interest due thereon shall have been paid in full.

Section 21. **Modification of Resolution.** The terms, covenants and agreements set forth in this resolution may be modified or amended by resolution of the Governing Body, consented to in writing by the owner of the Bonds and, while the Notes are outstanding, the Notes.

Section 22. **Defeasance.** So long as Rural Development is the owner of the Bonds herein authorized, the Municipality shall not issue any bonds or other obligations for the purpose of defeasing or otherwise terminating the lien of the Bonds herein authorized without immediately prepaying the Bonds.

Section 23. **Compliance with Debt Management Policy.** The Governing Body hereby finds that the issuance of the Bonds and the Notes is consistent with the Municipality's debt management policy.

Section 24. **Engagement of Bond Counsel and Underwriter.** The Governing Body hereby approves the engagement of Adams and Reese LLP to serve as bond counsel with respect to the issuance of the Bonds and the Notes and Raymond James & Associates, Inc. to serve as Underwriter with respect to the issuance of the Notes.

Section 25. **Separability.** If any section, paragraph or provision of this resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this resolution.

Section 26. **Repeal of Conflicting Resolutions and Effective Date.** All other resolutions and orders, or parts thereof, in conflict with the provisions of this resolution, are, to the extent of such conflict, hereby repealed and this resolution shall be in immediate effect from and after its adoption.

[signature page follows]

Adopted and approved this 17th day of March, 2025.

TOWN OF JONESBOROUGH, TENNESSEE

Mayor

ATTEST:

Town Recorder

STATE OF TENNESSEE)

COUNTY OF WASHINGTON)

I, Janet Jennings, hereby certify that I am the duly qualified and acting Town Recorder of the Town of Jonesborough, Tennessee (the "Municipality") and, as such official, I further certify as follows: (1) that attached hereto is a true, correct and complete copy of a resolution adopted by the Board of Mayor and Aldermen of the Municipality at its March 17, 2025 meeting; and (2) that a quorum of the members of the Board of Mayor and Aldermen was present and acting throughout said meeting.

WITNESS my official signature and the seal of the Municipality, this 17th day of March, 2025.

Town Recorder

(SEAL)

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

DATE: March 17, 2025

AGENDA ITEM#: 7-1

SUBJECT: Resolution for the 2025 Local Parks and Recreation Fund Grant Application

BACKGROUND:

The Town of Jonesborough has applied for the 2025 Local Park and Recreation Fund Grant (LPRF) Application to further recreational trail systems. A Resolution approved by the BMA is part of the process in submitting the application to the Department for grant approval. Funding the 50% match will be leveraged through the 2.4 million in funds received in State appropriations from the Governor's Office.

The project scope is as follows:

The Town of Jonesborough is partnering with Washington County to utilize requested grant funds to develop recreation trails and a park/trail head for the expansion of parks system in Jonesborough and Washington County. The proposed park/trail head is approximately 5.5 acres and is the site of the former Jonesborough Middle School. The site has not been utilized for public recreation in the past and the intent would be to create a park/trail head dedicated for public recreation use in the Town of Jonesborough. The park/trail head will include parking with ADA accessible parking, development of a 1,500 s.f. restroom facility, bike skills/bike park area, site lighting, sidewalks to connect the parking area to restrooms, asphalt overlay for the existing track, associated signage, striping for crosswalks and flashing pedestrian crossing signs. Demolition of dilapidated existing facilities at the park site will be included as part of the project. In addition, the project includes construction of 9,470 l.f. of recreation trails along the east side of Town, in the corporate limits of Jonesborough, through Washington County and to the city limits of Johnson City. Trails will also be constructed to create a connection from Spring Street to Scott Lane and a May Drive connector, making connections to residents on the east side of town to Stage Road Park, Lincoln Park and Tiger Park. The site of the park/trail head is currently under the ownership of Washington County Schools, but the Town is in the process of acquiring the property. The intent would be to utilize the property for public recreation use.

The projected budget costs for the project is \$3,083,599.00, with the town being responsible for the 50% match or \$1,541,799.50. Again, the town's match will be drawn from the 2.4 million State appropriation.

The LPRF project power point is provided as part of the agenda presentation. This presentation has been shared at public meetings.

RECOMMENDATION:

Approve the Resolution authorizing the Town of Jonesborough to apply for the 2025 Local Park and Recreation Fund Grant (LPRF), as presented.

RESOLUTION NO. 2025-07

WHEREAS, the Town of Jonesborough supports the need for continued recreational activities within Jonesborough; and

WHEREAS, the Tennessee Department of Environment and Conservation's Outdoor Recreation Division is accepting applications for the 2025 Public Parks and Recreation Grant Cycle.

NOW THEREFORE BE IT RESOLVED THAT the Town of Jonesborough will apply for 2025 Public Parks and Recreation funds for the purpose of making improvements within the existing park system, a joint application with Washington County; and

BE IT FURTHER RESOLVED THAT the Town of Jonesborough will provide the required match of fifty percent of the total project cost as identified in the grant application; and

BE IT FURTHER RESOLVED THAT the Town of Jonesborough will accept financial responsibility of any cost overruns needed to complete the project as proposed and in compliance with grant requirements; and

BE IT FURTHER RESOLVED THAT the Town will register the Notice of Limitation of Use against the Warranty Deed for the Park if the proposed project is funded; and

BE IT FURTHER RESOLVED THAT the project will meet all Federal, State, and Local regulations including but not limited to the Americans with Disabilities Act; and

BE IT FURTHER RESOLVED THAT the project will be completed within three (3) years of the project contract start date; and

BE IT FURTHER RESOLVED THAT Mayor Chuck Vest, as the Chief Elected Official, is authorized, and is hereby instructed to sign all papers in connection with said resolution.

NOW BE IT RESOLVED by the Town of Jonesborough Board of Mayor and Aldermen on this 17th day of March 2025.

Chuck Vest, Mayor

Attest:

Janet Jennings, Town Recorder

Approved as to Form:

James R. Wheeler, Town Attorney

PROJECT PROPOSAL PRESENTATION

Town of Jonesborough & Washington County 2025 Parks & Recreation Grant Funding Proposal

Jonesborough Parks and Recreation

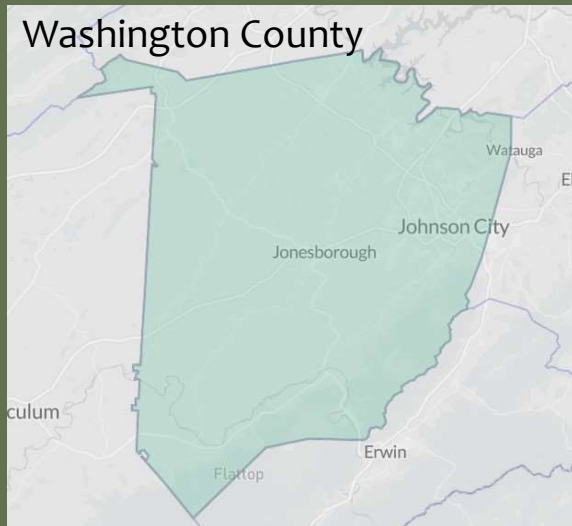
PROMOTING RECREATIONAL SPACES FOR ALL RESIDENTS AND VISITORS



CENSUS POPULATION

2023 AMERICAN COMMUNITY
SURVEY ESTIMATES

- Town of Jonesborough
 - Total Population: 6,056
 - Total Households: 2,549
- Washington County
 - Total Population: 138,420
 - Total Households: 56,629



The Town of Jonesborough is
located in Washington County, TN

2020 Demographic Comparison		Jonesborough	Tennessee	USA
Population	Annual Growth Rate	1.58%	.85%	.5%
	Projected Growth Rate (2018-2040)	14%	15.8%	13.6%
Households	Number of Households (2015 – 2019)	2,064	2,597,292	120,756,048
	Average Household Size	2.24	2.51	2.62
Age Segment Distribution	0 – 4 years	1.9%	6%	6%
	5 – 17 years	17%	22.1%	22.3%
	18 – 64 years	24.8%	16.7%	16.5%
	65 years & up	48.8%	51.2%	50.8%
Race Distribution	White	94%	78.4%	76.3%
	Black/African American	4.3%	17.1%	13.4%
	Asian	1.3%	2.0%	5.9%
	2 or More Races	.5%	2.0%	2.8%
	Hispanic/Latina	1.8%	5.7%	18.5%
Income Characteristics	Per Capita Income	\$29,617	\$29,859	\$34,103
	Median Household Income	\$56,550	\$53,320	\$62,843

Jonesborough, TN - Profile data -
Census Reporter

TARGET DEMOGRAPHICS

- The Park/Trail Head and Frontier Trail project will continue to make recreational facilities available to all persons, regardless of age, gender, race, economic status, or possible disability.
- The proposed developments can be used by all ages.

Age

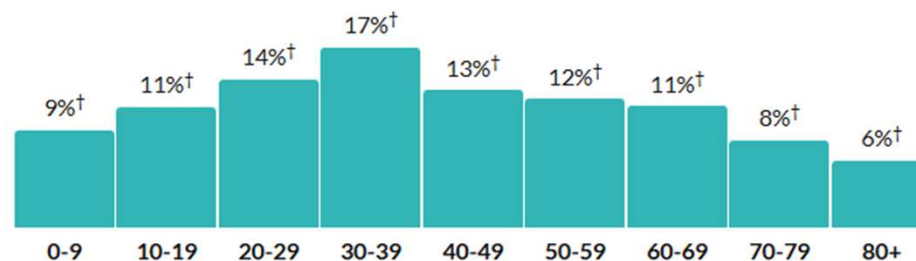
39.4

Median age

a little less than the figure in the
Johnson City, TN Metro Area: 42.1

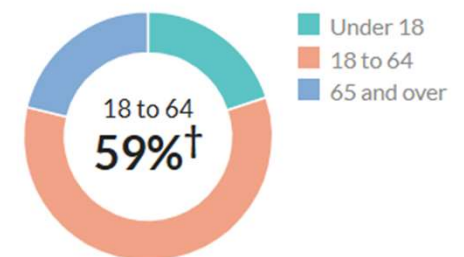
about the same as the figure in
Tennessee: 38.9

Population by age range



[Show data](#) / [Embed](#)

Population by age category



[Show data](#) / [Embed](#)

PUBLIC RECREATION ACTIVITIES/ PROGRAMS ENVISIONED AT PARK/TRAIL HEAD AND FRONTIER TRAIL

Proposed Development

- Improved pedestrian accessibility to park facilities through development of recreation trails to extend east to Johnson City city limits and connectors to Jonesborough's existing parks
- Expansion of recreation programming through development of kids' bike trail
- New ADA parking
- New restroom facilities
- Asphalt track resurfacing



PUBLIC RECREATION ACTIVITIES AND PROGRAMS AT PARK/TRAIL HEAD AND FRONTIER TRAIL

- Planned Park Facilities:
 - Kids' bike trail
 - Restroom Facilities
 - New Trail Development
 - Walking/running track
 - Seating, Bike Racks & Amenities



PUBLIC RECREATION/PROGRAMS

Existing Amenities

- **Jonesborough Middle School** football field and track in Jonesborough was part of the old middle school (no longer functions as a school) whose facilities were designated for school use. The Town is obtaining the property from Washington County Schools to be utilized as a park and trail head.
- **Lincoln Park**, located approximately ½ mile from the trail head location, is convenient to surrounding residential developments, the Jonesborough Senior Center. The park and Senior Center are located nearly halfway between Jonesborough's historic downtown and the proposed trail head location.
- **Stage Road Park**, located south of Main Street, off of Stage Road. The Town has obtained RTP funds to create a trail connector from the park to downtown and, if funding is received, there will be a trail connector from Spring Street to Scott Lane to create a trail connector from Stage Road Park to East Main Street.
- **Tiger Park**, which is nearing completion, located adjacent to the new Jonesborough Elementary School, has trails on site now and this project will create a critical trail connector from Saylor's Place, along May Drive, to West College Street.



POSITIVE COMMUNITY IMPACT

- This project is a co-operative effort between the Town Jonesborough and Washington County to create a pedestrian trail connection to Johnson City. Completion of this project will result in positive impact on residents of Jonesborough, Washington County and Johnson City
- Addresses the needs, interest and priority the community detailed during the 2025 Parks and Recreation Master Plan Update. Improve public health by encouraging outdoor physical activity
- Development of Park/Trail Head
 - Parking lot to include ADA Parking
 - ADA Restroom Facility
 - Bike trail for youth to learn and develop biking skills
- Accessible to all citizens regardless of abilities
- Development of recreation trail with eventual connection to Tweetsie Trail and connections to existing Lincoln Park, Stage Road Park and Tiger Park.
- Improve public health by encouraging outdoor physical activity, including use of recreation trails
- Fosters a working relationship between the Town, Washington County and Washington County Schools.

GOAL OF PROJECT

- Addresses needs as identified in the 2025 Parks and Recreation Master Plan Update
- Extends the existing recreation trail in Jonesborough to Jonesborough's corporate limits, into Washington County and to Johnson City city limits.
- Create trail connections to existing Lincoln Park, Stage Road Park and Tiger Park.
- Create pedestrian connections for the densely populated areas along the project route
- Expand recreation activities and programs to underserved areas of Town and County
- Encourage outdoor physical activity
- Increase quality of life by providing recreation opportunities to residents in Jonesborough and Washington County.

MEANS & FUNDING FOR DEVELOPMENT

- TDEC Local Parks and Recreation Grant Funding
- Value of Land Match
- Remaining Cash Match from an allocation from Governor Bill Lee in the state's budget

SUITABILITY, LOCATION, & TOPOGRAPHY FOR DEVELOPMENT OF PROJECT

- The proposed park/trail head location is at the old Jonesborough Middle School track and football field off of Forest Drive. The old concrete bleachers will be removed for safety reasons and the restroom facility, parking lot and kids' bike trail will be developed at the trail head site. Existing asphalt track will be overlayed with new asphalt to address maintenance needs.
- The recreation trail will be constructed from the new trail head site and connect to the existing trail on East Main Street. Additional trail construction will pick up at Hometown Road and progress east to the corporate Jonesborough limits. From there, the trail will continue to Johnson City city limits through Washington County. Other trail connections will be made from Spring Street to Scott Lane and along May Drive from West College Street to Saylor's Place development.
- The location for all elements of the project are located in close proximity to residential areas. The trail will help connect Jonesborough residents to nearby Jonesborough Senior Center, Lincoln Park and Jonesborough's downtown district, Stage Road Park and Tiger Park.
- All proposed new facilities will be constructed in locations where minimal site work and grading will be necessary.

SITE DEVELOPMENT

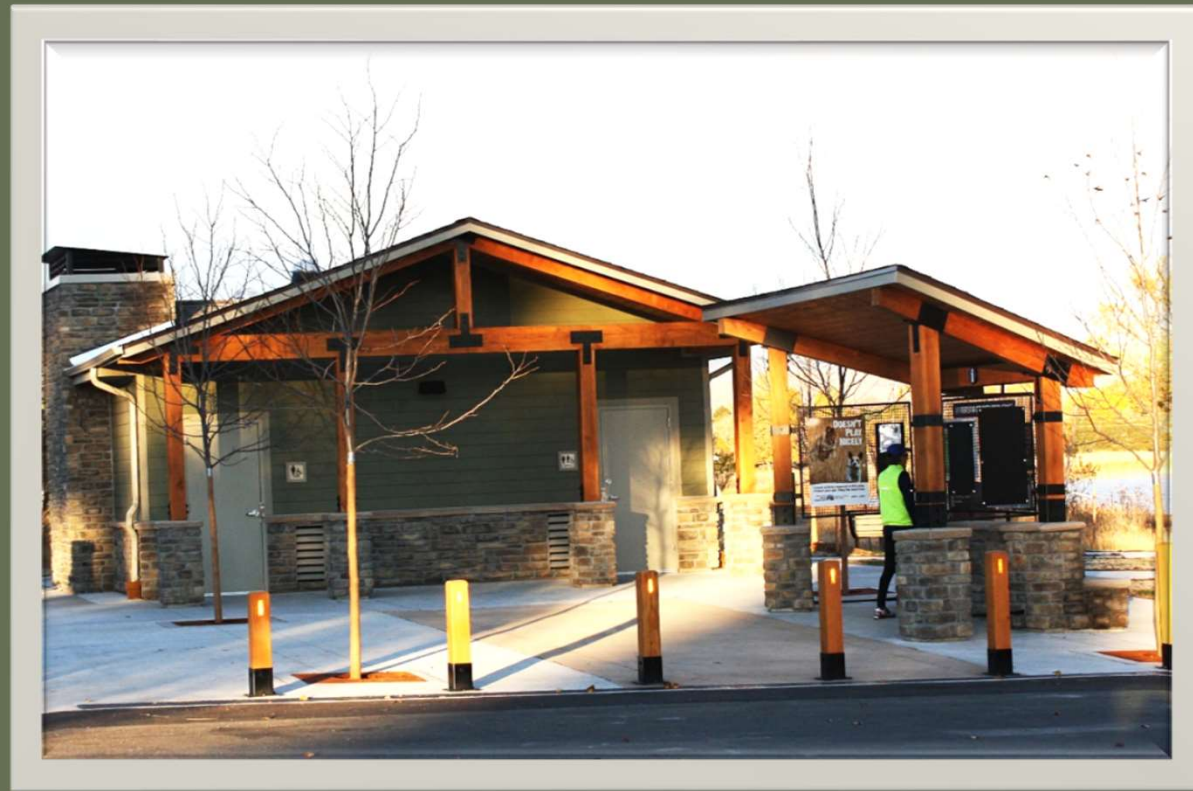
- The proposed project addresses park needs identified in the 2025 Master Plan Update
 - Recreation Trail Development
 - ADA Compliance
- Future Site Development
 - Potential addition of playground and other park amenities at the park/trail head



PROGRAMMING PLANS FOR SITE

Park/Trail Head

- Proposed:
 - New park development
 - Restroom Facility and amenities
 - Kids' Bike Trail
 - Connection to existing Recreation Trail
 - Re-paving of existing asphalt track



STATE COMPREHENSIVE RECREATION PLAN OBJECTIVE: ADVOCACY AND EDUCATION

- Jonesborough's proposed project would create an extension of existing recreation trails. The trail would connect the new Trail Head to Johnson City city limits, and residences in between. Residences along Forest Drive and East Main Street/Old Jonesborough Highway will be provided pedestrian access east to the Tweetsie Trail in Johnson City and west to Lincoln Park, Jonesborough's historic downtown as well as numerous other parks in Jonesborough, south to Stage Road Park and at the northwest end of town to Tiger Park.
- The restroom facility will provide convenient means for users of the trail to access restroom at the trail head location.
- Development of a kids' bike trail will provide a safe and convenient location for youth to learn how to ride a bike and develop bike skills.
- Development of the bike trail and recreation trail will provide a means for expanding programming to promote healthy living, increasing quality of life.



STATE COMPREHENSIVE RECREATION PLAN OBJECTIVE: ADVOCACY AND EDUCATION

Goal: Advocate for improved connectivity and access

Jonesborough's proposed project is creating a recreation trail connection between parks. In addition, a spur trail would provide pedestrian access to Stage Road Park, located south of Main Street, Lincoln Park and Lincoln Park. This will provide a way for residents to walk into downtown and to Jonesborough parks.

Goal: Create partnerships for distributing educational resources and education

There are a number of residents/partners within the project area who have approached the Town, voicing their need for pedestrian access. Word-of-mouth is a viable way to educate other residents about the recreation resources available in the community. Those residents' support of the project will also help cultivate ownership to the Town's recreation resources, giving them personal responsibility for the success of the programs.

STATE COMPREHENSIVE RECREATION PLAN OBJECTIVE: COLLABORATION AND PARTNERSHIP FOR ECONOMIC SUCCESS

Goal: Develop Partnerships

Historically, when it has come to recreation development, the Town has taken a lead in forming partnerships, big and small, to make projects successful. This project will require cooperation with and joint ownership by residents along the project route, a successful working relationship with Washington County, the named partner for this grant project.

Goal: Identify Communication Strategies

Jonesborough has a Tourism and Marketing Director, a Website Manager, and a Social Media Coordinator on staff, and the programs, activities and facilities associated with activities at the Trail Head and Frontier Trail are highlighted in Jonesborough's quality on-going marketing and communication program.

STATE COMPREHENSIVE RECREATION PLAN OBJECTIVE: CONSERVATION

Goal: Develop direct land conservation policies and strategies that address each of the three focal areas to ensure equity and inclusion and meet to diverse needs of Tennesseans.

Conservation of lands and water for healthy ecosystems and communities

A large portion of the proposed recreation trail is within the public right-of-way.

Goal: Collaborative actions to enhance local tourism

The Tweetsie Trail, a rails to trails project in Johnson City, is a multi-use recreation trail and regional attraction for recreation enthusiasts. Creating a connection to the trail from Jonesborough will help increase recreation tourism in the area. In addition, Jonesborough's historic downtown, a tourism attraction on its own, when coupled with the development of the Frontier Trail, will also help to increase the tourism draw to the area.

Helps to ensure underserved communities have access to parks and outdoor recreation facilities.

The pedestrian connection to the Tweetsie Trail, other Jonesborough parks and downtown will help connect underserved residents as well as lodging and tourist attractions on the east side of Jonesborough.

Goal: Develop a land acquisition and stewardship plan for outdoor recreation

Jonesborough's project increases the Town's land for parks and recreation activities.

STATE COMPREHENSIVE RECREATION PLAN OBJECTIVE:
**INCLUSIVITY, DIVERSITY, EQUITY, ACCESS,
AFFORDABILITY**

Goal: Ensure that all parks will be places where all communities can engage with nature in positive ways

Jonesborough takes seriously its responsibility in providing services, programs, activities, and events that serve all segments of its population, and intentional efforts are made to attract and engage minorities and to ensure access to the disabled. The proposed project will meet ADA requirements where required and all programming will seek a diversity in participation.

PROJECT DESIGN ELEMENTS

Trail Head & Recreation Trail Project

- **Use of Site**

- Proposed restroom facility, new parking lot with ADA compliant parking spaces.
- Proposed bike trail will be ADA compliant
- ADA accessible features and walkways will ensure that all citizens are able to use the new facilities

PROJECT DESIGN ELEMENTS

Trail Head & Recreation Trail Project

- **Access**

- The park is open to citizens between sunrise and sunset

- **Ease of Maintenance**

- The Town of Jonesborough has successfully developed and maintained numerous parks throughout the Town and has experience in maintaining trails and open spaces.
 - The proposed project activities will not create any new routine operational maintenance responsibilities for the maintenance staff.

PROJECT DESIGN ELEMENTS

Trail Head & Recreation Trail Project

Total Project: \$3,083,599

Restroom Facilities: \$525,000

Parking Lot: \$100,000

Track Resurfacing: \$15,000

ADA Compliance: \$300,000

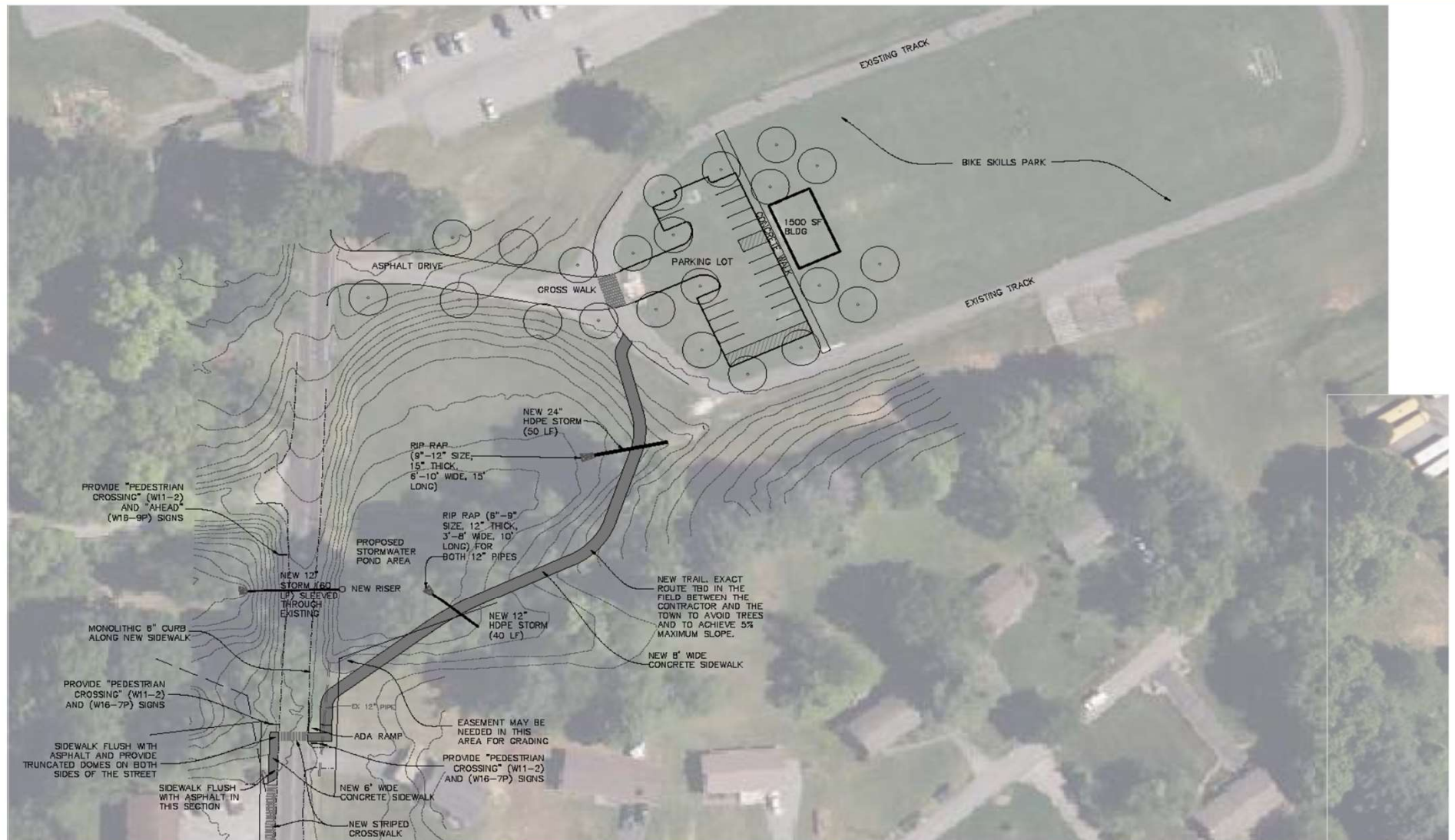
Recreation Trail Construction: \$1,500,000

Grading, Utilities, etc.: \$756,401

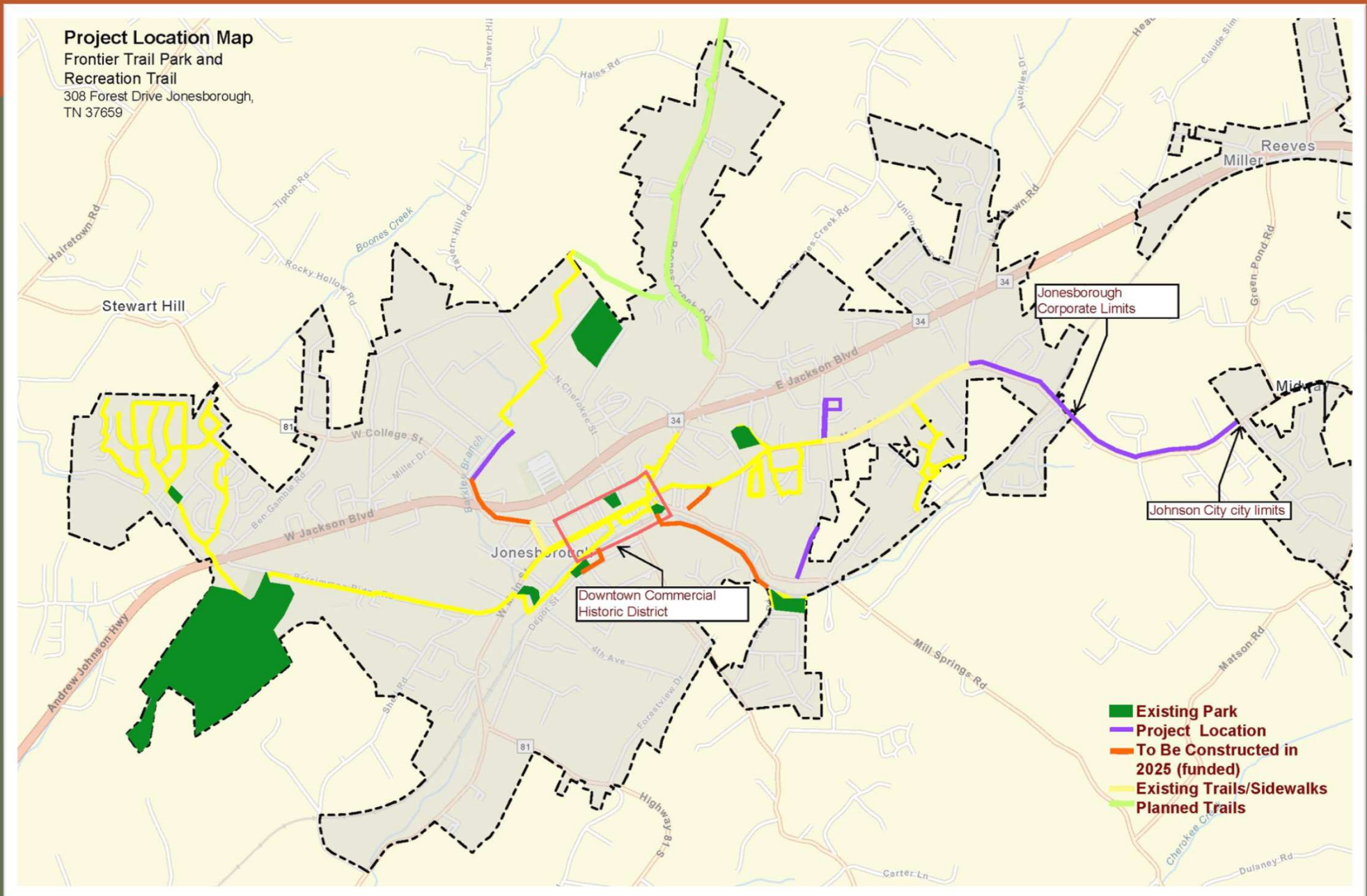
PRELIMINARY SITE PLAN FRONTIER TRAIL



PRELIMINARY SITE PLAN FOR PARK AND TRAIL HEAD



PROJECT LOCATION MAP



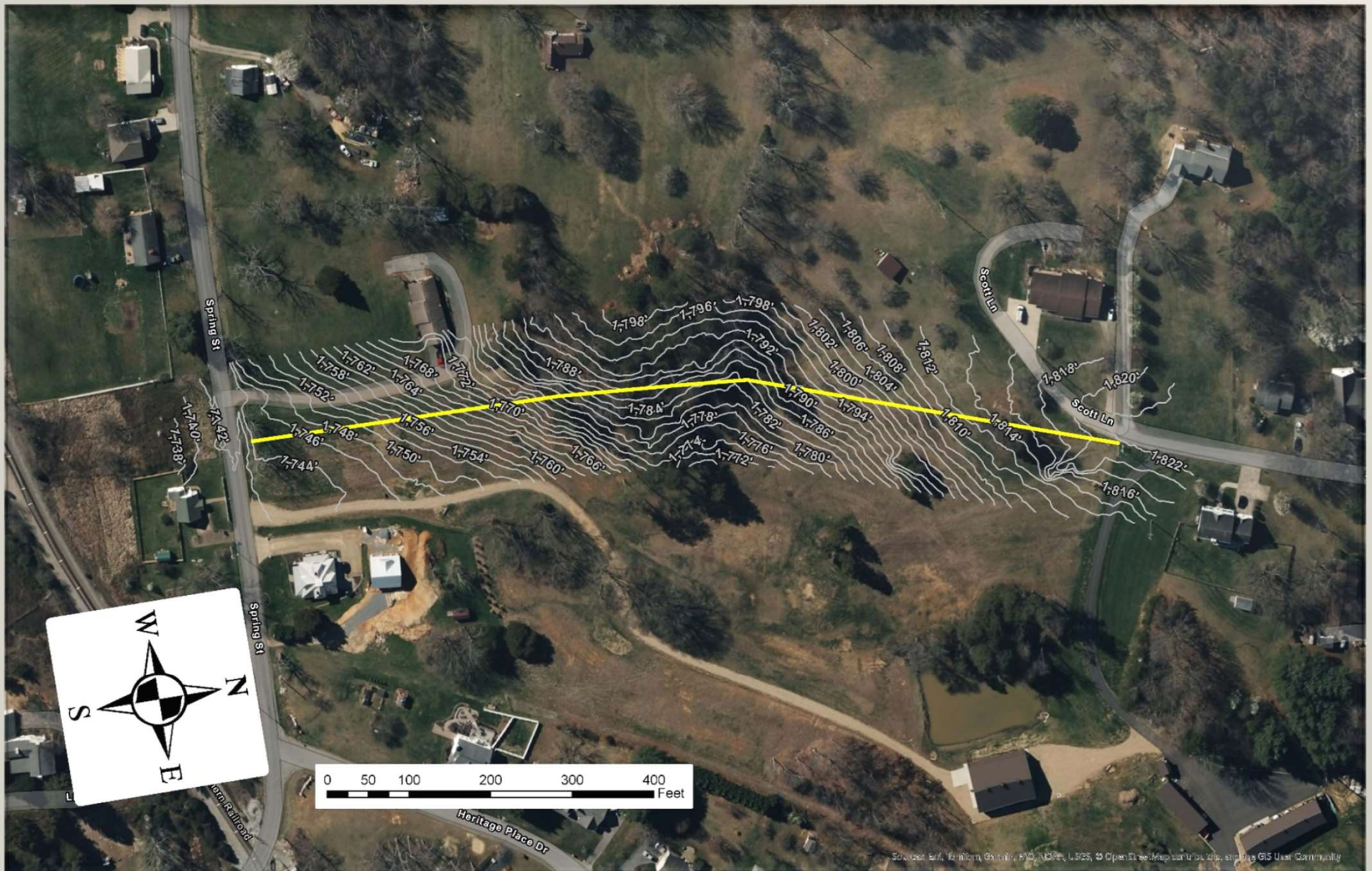
3-YEAR PROJECT TIMELINE

- Submit Application April 2025
- Notification of Funding August 2025
- Environmental Clearance August – December 2025
- State Contracting December 2025
- Project Design January - April 2026
- Bidding & Award May 2026
- Construction July 2026
- Project Close-out January 2027

TOPOGRAPHIC MAPS



TOPOGRAPHIC MAPS



TOPOGRAPHIC MAPS



TOPOGRAPHIC MAPS



TOPOGRAPHIC MAPS



THANK YOU FOR
COMING!