

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

**MEETING NOTICES**

**MONDAY, JULY 10, 2023**

**7:00 PM**

**PUBLIC COMMENTS REGARDING AGENDA ITEMS**

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

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

**PUBLIC HEARING**

1. Amendment to Title 1, Chapter 15 Business Roundtable Committee, Section 1-1502, Compositions, Appointment, Membership, and Terms
2. Amend the Town of Jonesborough Municipal Code, Title 2, Entitled "Alcoholic Beverages" by Deleting Chapters 1 and 2 in their Entirety and Replacing them with New Chapters 1 and 2

**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. Report on Debt Obligation – Taxable General Obligation Capital Outlay Note, Series 2023
8. Declaration of Town Equipment as Surplus
9. Special Event Requests
  - a. Halloween Haunts & Happenings
  - b. Spot on the Hill – Heritage Alliance
  - c. Pumpkin Fest – JAMASA
  - d. 2023 Storytelling Festival
10. Water Fund Capital Projects

## **AGENDA**

1. Financial Report
2. Communications from the Mayor
  - a. Committee Appointment – JRT Board of Director
  - b. 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 amending Title 1, Chapter 15 Business Roundtable Committee, Section 1-1502, Compositions, Appointment, Membership, and Terms;
  - B. Discussion and possible action concerning second and final reading of an Ordinance Amend the Town of Jonesborough Municipal Code, Title 2, Entitled “Alcoholic Beverages” by Deleting Chapters 1 and 2 in their Entirety and Replacing them with New Chapters 1 and 2;
7. **NEW BUSINESS**
  - A. Discussion and possible action concerning first reading of an Ordinance amending Chapter 5, Parking, of the Town of Jonesborough Municipal Code by deleting in its entirety and replacing with a New Chapter 5;
  - B. Adjournment.

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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 1

**SUBJECT:** Approval of Minutes

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Attached for approval are the minutes of the April 10, 2023 regular BMA meeting.

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

APRIL 10, 2023

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, April 10, 2023, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

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. Alderman Causey asked that Item #8 – Extension of TN Hills Distillery Outdoor Use Permit be pulled from the Consent Agenda for discussion. Alderman Countermine made the motion, seconded by Alderman Dickson, and duly passed to approve the following items on the Consent Agenda:

1. Approve the minutes of the March 13, 2023, regular BMA meeting.
2. Approve the following bills for payment:

**Insert Payment**

3. Approve the following Town Administrator Report:

**Insert Report**

4. Approve the following Operations Manager Report:

**Insert Report**

5. Approve the following Committee Reports: Jonesborough Board of Zoning Appeals and Jonesborough Planning Commission.
6. Approve the following Supervisor Reports: Director of Tourism and Main Street, Marketing and Promotions Coordinator, Fire Department, McKinney Center, MBM Program Director, Building Inspector, Police Department, Visitor Center and Facilities Rental Manager, Utility Manger, Water Quality/Meter Department, Water

Distribution, Environmental Services/Wastewater, Water Plant, Senior Center, and Street Department.

7. Approve the change in date for the Special Event Permit Application and Special Event/Special Occasion Outdoor Use Permit Application for the Farm-To-Table Dinner from August 26<sup>th</sup> to August 19, 2023,

The extension of Tennessee Hills Distillery's Outdoor Use Permit was discussed by the Board. Mayor Vest asked Town Administrator Glenn Rosenoff to give an update on TN Hills Outdoor Use Permit. Glenn Rosenoff said he and Town Attorney Jim Wheeler have met a couple of times with the different parties of TN Hills and the main subject being the noise, the house music, the decimal meter which they have purchased and adjusted the knob that controls the volume level. Mr. Rosenoff said Jim Wheeler, before he left for vacation, did respond back to TN Hills in regard to the concerns about the noise levels. Alderman Causey made the motion to continue TN Hills Outdoor Use Permit for one additional month and to act on their Outdoor Use Permit at the next regular meeting of the BMA, May 8, 2023, whether it is to approve or disapprove their outdoor use permit. Alderman Wolfe seconded the motion and it was duly passed.

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

Communications from the Mayor was the next item on the agenda. Mayor Vest asked that committee appointments be added to the agenda. Alderman Wolfe made the motion to add the committee appointment to the JAMSA Board to the agenda, seconded by Alderman Causey and duly passed. Mayor Vest recommended that Cameo Waters be appointed to the JAMSA Board as the BMA's representative. Alderman Wolfe made the motion to approve the appointment of Cameo Waters as the BMA's representative to the JAMSA Board, seconded by Alderman Dickson and duly passed.

Mayor Vest presented the 2023 Arbor Day Proclamation and announced that Arbor Day will be held on Friday, April 28<sup>th</sup> at 1:00 p.m. at the new Jonesborough K-8 School site.

### **INSERT PROCLAMATION**

Mayor Vest said he attended the Donald Davis Concert and it was a wonderful event and appreciates the Visitor Center putting that event on. Mayor Vest said he and Alderman Causey had the opportunity to tour the new K-8 school site. Mayor Vest said the School Board is really pleased with the way things are progressing and it is looking great on the inside, and it's turning into a great facility and there more things to come in the future too.

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

*We are nominating Malcolm Highsmith, Director of Streets for the April 2023 Employee of the Month. Malcolm Highsmith exemplifies true leadership in his ability to lead the Street Crew (6 men) in all the job tasks they undertake. The Street Department is often "pulled" to assist with projects for other Town departments that results in them putting their own projects on hold for a period of time. One example is the Lincoln Park Project that they have worked effortlessly and tirelessly on for several months in getting this wonderful park finished, alongside of several other departments as well. Most citizens of the Town of Jonesborough do not realize all the planning, organization and work it takes just for the regular operation of the Street Department in advance for the preparation of each of the four seasons by making sure equipment is operable, for example mower(s), leaf vacuum, snow removal equipment, staying on top of the weather in order to get the Street crew organized and to be ready to go and tackle whatever natural storm event comes our way; (1) Summer – rights-of-way along all city streets have to be mowed, (2) Fall – leaf pick-up, and ordering salt to make sure there is enough in stock just in case we experience more snow and ice than we normally have during the winter months , (3) Winter – ice and snow removal, (4) Spring – making sure the "pot holes" are taken care of, working with the Operations Manager and Town Administrator on developing a priority list of streets that need to be paved; as well as during weather events like heavy rains storms and winds – storm drains have to be checked and cleared and trees that fall across the road have to be removed. Malcolm and the Street Department assists the Event Coordinator, Tourism & Main Street staff, Recreation and Public Safety Departments with the annual Special Events happening in town, i.e., Jonesborough Days, Storytelling Festival, the Jonesborough Days and Christmas parades, the half-marathon and 5-K races, by making sure safety cones and street blockades are put in place before each event. Malcolm has a great attitude and expresses his concern toward his fellow employees by letting them know "you are doing a great job and keep up the good work". Malcolm Highsmith demonstrates the quality of a great Town Employee and Department Head with a positive "can do" attitude and the effort and concern he puts forth for his crew and their safety in whatever job tasks they have to undertake at the spur of the moment, and prefers to remain in the background and that his CREW receives the praise for a "JOB WELL DONE!!!" Submitted by: General Administration Staff*

Mayor Vest asked Mr. Highsmith if he had any comments. Malcolm Highsmith said he was very thankful for being nominated Employee of the Month.

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.

Allyson Wilkinson, 107 Sevier Avenue, Regent of the State of Franklin Chapter of the Daughters of the American Revolution, addressed the Board with an invitation to the Broyles Monument Marking event to be held on Saturday, May 6, 2023, in Limestone, Tennessee. Mayor Vest expressed his thanks to Allyson Wilkinson for her comments and the invitation to the event.

Alderman Communications was the next item on the agenda. Alderman Causey said she feels the Board needs an update on the Stage Door project because we are well

over our budget and need to know how much more expenses versus where the money is coming from to pay for it by the next BMA meeting.

Mayor Vest said there is a request for an addition to the agenda for an "Employee Appreciation Day" at the Wetlands Water Park on Friday, May 26<sup>th</sup>, and called for a motion to add this request to the agenda. Alderman Causey made the motion to approve the addition to agenda as requested, Alderman Countermine seconded the motion and it was duly passed.

Mayor Vest said Town staff is requesting that Friday, May 26<sup>th</sup> be designated as "Employee Appreciation Day" for all the hard work and efforts Town employees have put forth, i.e., the water crises back in December/January and the completion of Lincoln Park Project, and all the departments that have had to work "extra hard" in order to pick up the slack due to vacant positions that have been a struggle to get filled at the Wetlands Water Park, from 12:00 noon – 4:00 pm, with a luncheon served at 12:00 noon, and also with the stipulation that employees must attend in order to get the half day or remain on their regular jobs until the time they normally get off. Mayor Vest called for a motion. Alderman Causey made the motion to approve Friday, May 26<sup>th</sup> be designated as "Employee Appreciation Day" at the Wetlands Water Park as presented. Alderman Wolfe seconded the motion and it was duly passed.

There were no Town Attorney Comments due to the absence of Attorney Jim Wheeler.

The first item under Old Business was approval of the Special Event Application for the Sorcerer's Sprint/Harry Potter Celebration. This item was deferred until the May 8, 2023 BMA meeting due to staff not receiving an up-to-date proof of insurance and the Event Sponsor not meeting with Police Chief Matt Rice in regard to the proposed one-mile sprint route.

The next item on the agenda was the 2023 Concession Agreement with Jonesborough Little League for the authorization for the use of the Town's concession buildings associated with the ballfields at Persimmon Ridge Park from March 1 – August 1, 2023, subject to the terms of the Agreement. Mayor Vest asked the Aldermen if they had comments or questions. There being none, Alderman Dickson made the motion to approve the 2023 Concession with Jonesborough Little League as presented, seconded by Alderman Countermine and duly passed.

## **INSERT AGREEMENT**

The next item on the agenda was the Special Event Application for the 2023 Jonesborough Days. Jonesborough Days is scheduled for Saturday, July 1<sup>st</sup>, from 10 am-10 pm through Sunday, July 2<sup>nd</sup>, from 12 pm-10 pm. The Pre-Festival activities and areas are as follows: Kickoff Dinner on Thursday, June 29<sup>th</sup> at the International Storytelling Center and After Hours Swimming on Friday, June 30<sup>th</sup> at Wetlands Water Park (per Parks and Recreation approval). The Festival activities and areas are:

Parade - Saturday, July 1<sup>st</sup> at 10:00 am  
Fireworks - Sunday, July 2<sup>nd</sup> at 10:00 pm  
Doc's Front Porch - Saturday 11:00 am - 4:00 pm & Sunday 12:00 pm - 4:00 pm  
Beer Garden each evening from 5:00 pm-10:00 pm on the Plaza  
Patriot Park behind the Storytelling Center in cooperation with Shop with a Cop  
Main Stage Music (each evening) 6:00 pm -10:00 pm, Eastside of the Courthouse  
Contests and Socials in the afternoon on Saturday and Sunday  
Food Vendors will be set-up on the West side of the Courthouse  
Craft Vendors will be set-up all along Main Street

Main Street needs to remain closed (blocked) to all motorized traffic starting Friday, June 30<sup>th</sup> at 5:00 pm until the streets are clean on Sunday evening, July 2<sup>nd</sup>. Handicap parking will be available in the Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market., and the Visitor Center parking lot beside the sidewalk. Vendor parking will be in the Parsons Table, Courthouse parking lot, UT Extension office lot. Performers for the main stage entertainment may park in designated spaces of the Courthouse parking lot while performing (for loading and unloading purposes). Theatre parking will be behind the Jonesborough United Methodist Church. Boone Street to be closed for Parade on July 1<sup>st</sup>, approximately 9:30 am to 11:00 am. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to Approve holding Jonesborough Days with the events scheduled including Main Street and associated side streets being closed from Friday, June 30<sup>th</sup> at 5 pm until the streets are clean on Sunday evening, July 2<sup>nd</sup> or based on the Police Department's assessment of the need for traffic safety, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of the Strolling Tour Guide. The Town of Jonesborough Department of Tourism has worked to reprint the Historic Jonesborough Strolling Tour Guide. The Strolling Tour Guide was created and printed in 2014. This guide has been very popular with tourists and day trippers, and provides the opportunity for someone to walk through Historic Downtown Jonesborough to learn more about the Town, its architecture and the people that shaped it. The Tourism Department sent out a request to reprint the Historic Jonesborough Strolling Tour Guide. The RFP was advertised on the Town's website, in the Johnson City Press and directly sent to agencies/printers. The printing specifications were as follows: 32 Page (+-), Cover 65.0 lbs. - Gloss Cover #2, Body: 60.0 lbs. Gloss Text #3, and Quantity range: 100,000. Three proposals were received: (1) Pulp with 28 pages plus cover, 100,000 guides, \$47,580.00; (2) Pulp with 32 pages plus cover, 100,000 guides, \$50,500.00; and (3) Interstate Graphics with 32 pages with cover, 100,000 guides, \$41,113.69. Staff recommendation is that Interstate Graphics be awarded the printing portion of the project at 32 pages with cover, a quantity of 100,000 guides, and a total cost of \$41,113.69 with a unit cost of \$0.4111. They have been utilized by the town in the past and have provided great service and do not charge shipping fees, which helps in today's market challenges. This project is partially funded (50%) by the Tennessee Department of Tourist Development through its Tourism Marketing Grant Program in the amount of \$20,556.85. The department's



budget has approximately \$29,000.00 remaining between Marking/Advertising, and Printing. The future budget amendment for FY23 will include the State grant monies of \$20,556.85 as additional revenues; therefore, after awarding the project the estimated balance in the account would be \$9,000.00 through June 30, 2023. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Wolfe made the motion to award the Historic Jonesborough Strolling Tour Guide to Interstate Graphics at a total cost of \$41,113.69 with a unit cost of \$0.4111, as presented. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval of a Resolution Authorizing the application for \$83,700 in a Rural Development Business Development Grant for Funding Assistance for the Agriculture Learning Center Equipment for the K-8 School Project, with 100% funding by the grant and with no local match. The Agricultural Learning Center has developed a program to use the facility as a "Food Hub", a Center in which local food producers can bring local produce and food products to the ALC where they are documented and temporarily stored to be sold to the Washington County School System, which currently is buying no local food products for use in the School Meal Program. The RDBG program provides funding assistance for projects that support the expansion and stability of markets for local growers of food products. The application has been prepared for RDBG funding assistance that will purchase the walk-in cooler, point-of-sale system, and demonstration kitchen equipment needed to establish the Farm to School initiative and training program that will improve food quality in the local schools as well as create new opportunities for local food sales. Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Wolfe said this is a great zero-match grant; and noted that the David Crockett High School (DCHS) Agricultural Teacher, Josh Conger, and he is very excited that the elementary school children are going to have a chance to learn about gardening and how things grow and this is actually on to the cutting edge of what is going on around the State. Alderman Wolfe said that Josh Conger would like to see the Crockett FFA Chapter adopt this program to really try and help the elementary school children in the Agriculture Learning Center. Alderman Causey asked if there are plans of the building yet. Mayor Vest said he thinks Clark Nexsen is finishing up those plans. With there being no further comments, Mayor Vest called for a motion. Alderman Wolfe made the motion, seconded by Alderman Dickson, to approve the Resolution authorizing the application for \$83,700 in a Rural Development Business Development Grant for funding assistance for the Agriculture Learning Center equipment for the K-8 School Project as presented. The motion was duly passed.

## **INSERT RESOLUTION**

Alderman Causey asked if there could be a work session scheduled to inform and update the Board on the school project. Alderman Wolfe suggested that instead of a work session that Board members submit questions, and request to have them answered in terms of time expediency.

The next item on the agenda was the approval of the bid for surplus water meters. Town staff advertised bids on the purchase of surplus water meter. Currently, there are

approximately 8,000 old meters to surplus. There were four bids received from the following vendors: (1.) John Adams - \$4.00 a meter; (2.) Adams Valves & Surplus - \$4.00 a meter; (3.) Industrial Reserve - \$4.85 a meter; and (4.) American Meter - \$5.15 a meter. The Staff recommendation is surplus the old meters to American Meter at \$5.15 a meter for sizes 3/4" and 1/2". Mayor Vest asked the Aldermen if they had any comments or questions. There being none, Alderman Dickson made the motion, seconded by Alderman Countermine, the surplus the old meters for sizes 3/4" and 1/2", to American Meter at \$5.15 a meter as recommended and presented by staff. The motion was duly passed.

There being no further business the meeting was duly adjourned.

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ROBERT ANDERSON, RECORDER

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CHUCK VEST, MAYOR

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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 2

**SUBJECT:** Approval of Bills

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Attached for BMA approval is the list of bills for June 2023.

### Check Register - General Fund - June 2023

06/01/23	106147 - 106191	\$175,751.63
06/05/23	106192 - 106244	\$63,334.16
06/06/23	106127 - void	(\$195.00)
06/06/23	106123 - void	(\$772.50)
06/08/23	106245 - 106351	\$104,856.96
06/13/23	106352 - 106356	\$24,737.06
06/16/23	106357	\$29,894.59
06/16/23	106358 - 106393	\$114,993.39
06/19/23	106394 - 106399	\$11,747.64
06/19/23	106400 - 106414	\$21,173.07
06/20/23	106415 - 106434	\$91,386.56
06/26/23	106435 - 106438	\$39,900.23
06/27/23	106439 - 106484	\$14,697.00
06/28/23	102633 - void	(\$22.40)
06/28/23	106258 - void	(\$184.00)
06/28/23	106480 - void	(\$2,500.00)
06/29/23	106485 - 106567	\$223,707.24
06/30/23	106525 - void	(\$4,858.03)
06/30/23	106568 - 106580	\$15,368.54
		<b>\$923,016.14</b>

### Check Register- Water Fund - June 2023

06/01/23	65859 - 65875	\$9,015.77
06/05/23	65876 - 65905	\$143,444.72
06/08/23	65906 - 65952	\$72,775.93
06/13/23	65953 - 65956	\$38,602.05
06/16/23	65957	\$57,098.40
06/16/23	65958 - 65973	\$118,796.50
06/19/23	65974 - 65975	\$2,475.45
06/19/23	65976 - 65977	\$1,147.62
06/20/23	65978 - 65987	\$689,178.29
06/22/23	65988	\$4,500.00
06/26/23	65989 - 65992	\$26,658.68
06/29/23	65993 - 66040	\$275,056.53
06/30/23	66041 - 66043	\$26,064.28
		<b>\$1,464,814.22</b>

**Check Register -Sanitation Fund - June 2023**

06/01/23	10053 - 10054	\$950.00
06/05/23	10055 - 10059	\$1,447.03
06/08/23	10060 - 10068	\$17,192.04
06/13/23	10069 - 10071	\$2,857.14
06/19/23	10072	\$493.79
06/20/23	10073 - 10074	\$5,914.28
06/26/23	10075 - 10076 - damaged	\$0.00
06/26/23	10075 -120079	\$2,750.19
06/29/23	10080 -10094	\$6,961.24
		<b>\$38,565.71</b>

**Check Register -School Fund - June 2023**

6/22/23	1115 - 1119	\$1,672,698.67
06/30/23	1120 - 1121	\$19,322.50
		<b>\$1,692,021.17</b>

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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 3

**SUBJECT:** Town Administrator Report

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Employee Hire/Promotions/Resignations – June 1, 2023 – June 30, 2023

Employee Hires:

6-2-23 – Artavan Hart – Public Safety Officer @ Grade 8 Step 7 (\$45,718)

6-2-23 – Joshua Walsh - Public Safety Officer @ Grade 8 Step 7 (45,718)

6-12-23 – Abigail Constable – Meter Reader, Water Quality @ Grade 3 Step 1 (32,157)

6/2/23 – Derrick Malone – Public Safety Officer (salary upgraded to Grade 8 Step 7 (\$45,718))

Employee Resignations/Retirement:

6-30-23 – Danney Edens retired as Senior Meter Reader, Water Quality Dept.

6-30-23 – Donald Hensley resigned as Water Worker I, Water Distribution

## MEMORANDUM

To: Glenn Rosenoff, Town Administrator

From: Craig Ford, Operations Manager

Ref: June 2023 Monthly Report

Date: July 06, 2023

Progress continues on the Training/EOC Center at the Recreation Building. ES Dockery has installed the ceiling grid. The floor installation is about 50% complete and the cabinet installation is almost complete as well.

We are still awaiting delivery of the new brush truck from the vendor in Alabama who is installing the skid unit and water tank. There have been some delays with delivery of equipment, but we are being told it should be a couple more weeks to complete.

As stated earlier, once we get the brush truck back, we are planning on transferring the old brush truck to Recreation in order that it can be utilized for watering plants.

The Street Department is continuing work on the East Main Street sidewalk project after the contractor completed his work. We are now working between Lincoln Avenue and Clay Avenue to complete the backfill on the sidewalk and sew those areas in grass. We also have some asphalt aprons to complete to tie the sidewalk in. Weather permitting, we should finish this in another week.

The private contractor completed the rebuilding of the brick steps at the Storytelling Center. They did a phenomenal job. We will be working to remove the oversized trees from this location the month of July.

We completed the last section of planting on Boone Street. This is the section in front of the Veteran's Park. We also completing trimming and repairs to the Boone Street corridor from Town Hall to the Boone Street Market.

Brightridge has completed the tree removal along North Cherokee from Ivy Trace to the new school site. They are currently working on the installation of the new poles for three phase power.

We upgraded Golden Oak Park the month of June. We pruned shrubs for and weeded for two days. We replaced a lot of the mulch with sod and river rock. We re-stained the pavilion and pressure washed the playground equipment, sidewalks, and building.

All playground equipment was inspected and repaired; however, we had to order a couple of parts for repairs. We added three dump truck loads of playground mulch and re-mulched the entire park. We also added a load of play sand to the sandbox area.

We are awaiting repairs on one section of fence that had to be ordered, and we are awaiting a contractor to seal and restripe the parking lot. Please go by and look at the park when you have a chance.

I will continue to work on park upgrades throughout the summer.

Several departments did an outstanding job in getting the town prepared for Jonesborough Days, in making the event a success, and cleaning up afterward. You could not tell an event of that size had taken place when you came downtown Monday morning.

As you are aware, I completed a re-write of the Town's parking ordinance, wrote an ordinance for parks and recreation, and assisted in the upgrades to the beer permitting ordinance this month as well.



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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 5

**SUBJECT:** Committee Reports

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1. JRT Board of Directors
2. Jonesborough Board of Zoning Appeals
3. Jonesborough Planning Commission

**JRT BOARD MINUTES MAY 16, 2023**

**6:00pm Regular Meeting**

**Jonesborough Repertory Theatre**

**Attendee**

**Board:** Kelly Wolfe (President), Josh Baldwin, Janette Gaines (Treasurer), Sharon Squibb, John Guerrasio, Virginia Causey, Joe Carr, Donna Cobb (Secretary)

**Others in Attendance:** Jennifer, Bernhardt, Anna Wooden, Paula Marooney, Cindy Bubar, Ed Bubar, Sara Bubar, Kathy Dameron, Sloan Hill, Ed Barnard

The meeting was called to order at 6:00pm by President, Kelly Wolfe

The opening prayer was given by President, Kelly Wolfe.

Jennifer Bernhardt presented the Artistic Director's Report. The featured volunteer of the month was Sloan Hill. The play Chronicles of Narnia (The Lion, The Witch and The Wardrobe), sold out prior to opening. Five additional shows were added. This season, every show has sold out. This is the best financial year in fifty three years for our theatre. We are continuing our Community Outreach endeavors. Our USA cast will perform on Memorial Day for the town of Jonesborough at 3pm. We will be conducting a fundraiser for the Jeremiah House on August 18 at JRT. This is in conjunction with two of our actors, Brittany Whitson and Lucas Schmidt being asked to perform in Dancing with the Tri-Cities Stars. The competition raises funds to support the Jeremiah House. Each contestant is asked to raise monies in their name. All monies raised during the JRT fundraiser will be donated in Brittany and Lucas' names. All of our Spring Education/Musical Theatre performances sold out.

A motion was made to by Janette Gaines and seconded by John Guerrasio to approve the March 21, 2023 minutes as presented. The motion passed.

Janette Gaines presented the Financial report. Our current checking balance is \$16,038.27. Our current checking balance for Education is \$17,895.19 which includes registration fees for upcoming summer classes. Janette will be emailing the board a financial report containing both revenues and expenses for our past few shows.

A motion was made by Josh Baldwin and seconded by Joe Carr to approve the financial report as presented. The motion passed.

Janette Gaines presented the Education Director's report. We currently have over 60 students registered for our summer Junior camp with 20 students on the waiting list. Our summer Senior camp has over 50 students registered with a maximum capacity of 60.

In Old Business concerning the Axis Security bill, President Kelly Wolfe reported that the town of Jonesborough had paid this bill in full. It was not the responsibility of the theatre.

In New Business, Cindy Bubar presented a request to increase the credit limit on each of theatre's two credit cards from \$7500.00 to \$10,000.00. The higher limit is needed to pay for royalty fees associated with each play. The town of Jonesborough and our bank have approved the increase. The town requested approval from our board.

Janette Gaines made a motion to increase the limit on each of the theatre's credit cards from \$7500.00 to \$10,000.00. Sharon Squibb seconded the motion. The motion passed.

President Kelly Wolfe reminded the board of our upcoming Annual (5:30pm) and Board (6:30pm) meetings on Tuesday, July 18, 2023. We will be electing officers and board members. We will also begin discussion on our upcoming transition to the Jackson Theatre.

Kelly then recognized board member Josh Baldwin. Josh announced that this would be his last meeting as a JRT board member. Josh is resigning due to moving to Boone, NC in the near future. He thanked JRT and the board for their friendship and support. Kelly thanked Josh for his dedication to JRT.

Janette Gaines announced that she will be resigning as Treasurer of the JRT board effective July, 18, 2023. She will continue in her capacity as Education Director and as a board member.

Kelly Wolfe announced that the Stage Door is nearing completion.

The meeting was adjourned at 6:48pm.

Respectfully submitted,

Donna Cobb, Secretary

Chairman Tom Foster opened the meetings of the Jonesborough Board of Zoning Appeals and the Jonesborough Planning Commission, Josh Conger led the group in an opening Prayer, and Bill Graham led the Pledge to the Flag.

## **JONESBOROUGH BOARD OF ZONING APPEALS**

### **MINUTES**

**May 16, 2023**

The Jonesborough Board of Zoning of Appeals met in regular meeting on Tuesday, May 16, 2023, 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, Richie Hayward, Jim Rhein

**Members Absent:** Hal Knight, Nick Vest

**Staff Present:** Donna Freeman

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

#### **1. Approval of Minutes – Meeting of March 21, 2023**

The minutes of the March 21, 2023 Board of Zoning Appeals meeting was presented for approval. Chairman Tom Foster asked Commissioners if they had any questions or corrections to the minutes. There being none, Terry Countermine made the motion to approve the minutes as presented, seconded by Jim Rhein and duly passed.

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

## JONESBOROUGH PLANNING COMMISSION

### MINUTES – May 16, 2023

The Jonesborough Planning Commission met in a regular meeting on Tuesday, May 16, 2023, 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, Richie Hayward, Jim Rhein

**Members Absent:** Hal Knight, Nick Vest

**Staff Present:** Donna Freeman

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

#### **1. Approval of Minutes - Meeting of March 21, 2023**

The minutes of the March 21, 2023 Planning Commission meeting was presented for approval. Chairman Tom Foster asked Commissioners if they had any questions or corrections to the minutes. There being none, Bill Graham made the motion to approve the minutes as presented, seconded by Josh Conger and duly passed.

#### **2. Washington County Rezoning Request for Property Located on Hwy 81 South Presented by: Jeffrey Jones, 2177 Hwy 81 South, Jonesborough, TN, Owner**

The request was to rezone 39.9 acres of land located along Hwy 81 South as described on Washington County Tax Map 68, Parcel 42.00, from the current A-1 (General Agricultural District) to R-1 (Low Density Residential District), for a future single family land use. The property is located in Washington County, outside of Jonesborough city limits, but within the Jonesborough's Planning Region.

Chairman Foster read the staff recommendation to approve the rezoning of the subject tract located on 81-S, Washington County Tax Map 68.00, Parcel 42.00 from A-1 to R-1 to the Washington County Board of Commissioners, as presented.

Chairman Foster asked if there was anyone present that would like to address the Planning Commission in regard to the rezoning request. Salvador Delavega, 2121 Hwy 81 South, adjacent property owner to the Jeffrey Jones' property, addressed the Commission with concerns about water run-off on his property with the proposed development of the Jones' property. Chairman Foster explained that the Jonesborough Planning Commission is only addressing the rezoning request to either

recommend or not recommend rezoning property to the Washington County Planning Commission who will have final approval of the rezoning. Chairman Foster said if Washington County does approve Jeffrey Jones' rezoning request then he would be required to submit a site plan for the division of the property and that is when water run-off issues can be addressed. Chairman Foster asked if there were any further comments to come before the Commission, and with there being none called for a motion.

**Motion:** Jim Rhein made the motion to recommend approval of the rezoning of the 39.9 acres tract located on Hwy 81 South, Washington County Tax Map 68.00, Parcel 42.00 from A-1 (General Agricultural District) to R-1(Low Density Residential District) to the Washington County Board of Commissioners, as presented. Josh Conger seconded the motion and it was duly passed.

**3. Monument Sign – Story Town Village, Boones Creek Road**

**Owner: Kenny Harp, Harp Legacy Construction**

**Presented by: Jonathan Lewis, Highlands Engineering, 4132 Bristol Hwy,  
Johnson City, TN**

Request for approval of a monument sign for Story Town Village. The sign measures approximately 5 feet, 3 inches in height and is approximately 28 feet wide, for a total of approximately 140 square feet; and the actual sign area is only 12"X16' or 16 square feet. With the road frontage of nearly 358 feet, a 140 square feet sign, but only 16 square feet sign area, would not be out of character at the entrance, therefore staff is recommending approval of low voltage monument sign.

Chairman Foster read the staff recommendation for the approval of the overall design of the monument sign and sign area, as presented. Chairman Foster asked the Commissioners if they had any comments or questions, and with there being none called for a motion.

**Motion:** Terry Countermine made the motion, seconded by Bill Graham, to approve the overall design of the monument sign and area for Story Town Village as presented. The motion was duly passed.

**4. Fencing Request - Story Town Village, Boones Creek Road**

**Owner: Kenny Harp, Harp Legacy Construction**

**Presented by: Jonathan Lewis, Highlands Engineering, 4132 Bristol Hwy,  
Johnson City, TN**

Request for approval of a Kentucky Horse Fence, with 6"X6" posts spaced 8 ft. apart with a standard four-rail decking. As part of the buffer requirements for this development, the contractor met with Rachel Conger, Town Staff, regarding the inclusion of a fence as part of the overall buffer/landscaping plan. The Option B2

buffering per the municipal code relative to fencing as part of the plan is “a minimum of six foot (6’) high fence, specifically approved by the Planning Commission.”

Chairman Foster read the staff recommendation for the approval of the fencing style with 6”X6” posts spaced 8-feet apart with standard 4-rail decking and described as a “Kentucky Horse Fence, as presented. Chairman Foster asked the Commissioners if they had any comments or questions, and with there being none called for a motion.

**Motion:** Josh Conger made the motion to approve the Kentucky Horse Fence as presented, seconded by Richie Hayward and duly passed.

## **5. Washington County Zoning Regulations – Zoning Text Amendment Presented By:**

Washington County Planning Director Angela Charles requested Jonesborough Planning Commission’s approval of a zoning text amendment to Washington County Zoning Resolution Article V, General Provisions, Section 511, Site Development Plan Regulations for Zoning Districts.

Note: A copy of the Washington County Zoning Text Amendment is on file with original minutes.

Chairman Foster read the staff recommendation recommending the zoning text amendment to the Washington County Zoning Resolution Article V, General Provisions, Section 511, Site Development Plan Regulations for Zoning Districts, to the Washington County Board of Commissioners, as presented.

**Motion:** Terry Countermine made the motion to approve the zoning text amendment to the Washington County Zoning Resolution Article V, General Provisions, Section 511, Site Development Plan Regulations for Zoning Districts, as recommended by staff. The motion was seconded by Jim Rhein and duly passed.

## **6. Review and Final Approval of the Planning Commission By-Laws**

Commissioners reviewed the proposed By-Laws as presented by staff. Chairman Foster asked the Commissioners if they had any questions or changes. There being none, Chairman Foster called for a motion.

**Motion:** Bill Graham made the motion to approve the Planning By-Laws as presented. Josh Conger seconded the motion and it was duly passed.

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

**BY-LAWS**  
**OF THE**  
**JONESBOROUGH, TENNESSEE**  
**REGIONAL PLANNING COMMISSION**  
**MAY 16, 2023**

**ARTICLE I. THE COMMISSION**

- Section 1. Name of Commission. The name of the commission shall be the Jonesborough Regional Planning Commission as established and provided by the Tennessee Code Annotated, § 13-3-102.
- Section 2. Office of Commission. The office of the commission shall be at Jonesborough Town Hall where the official meetings will be held, except that special meetings may be held at other places as designated by the Planning Commission with proper public notice.

**ARTICLE II. OFFICERS**

- Section 1. Officers. The officers of the commission shall be a Chairman, a Vice-Chairman, Secretary, and assistant Secretary.
- Section 2. Elections. The Chairman shall be selected from among the appointed members only, with the Vice-Chairman being selected from all members. The Secretary shall be appointed from the membership of the commission. The assistant Secretary shall be appointed as a staff member of the Planning Commission. The elections shall be held at the January meeting of the commission. The terms shall be for one year with eligibility for re-election.
- Section 3. Chairman. The Chairman shall preside at all meetings of the commission. Except as otherwise authorized by the commission, the Chairman shall sign all contracts, reports, and instruments made by the commission. At each meeting, the Chairman shall submit such recommendations and information as he may consider proper concerning the business, affairs, and policies of the commission.
- Section 4. Vice-Chairman. In the absence or incapacity of the Chairman, the Vice-Chairman shall perform his duties until such time as a new Chairman is elected or the Chairman returns.



- Section 5. Secretary or Assistant Secretary. The Secretary shall sign all subdivision plats. In the temporary absence of the Secretary, the Chairman or Assistant Secretary may act as the Secretary. The Assistant Secretary shall sign all administrative plats; however, the Secretary or Chairman may act as the Assistant Secretary in the absence of the Assistant Secretary. Minutes of all proceedings shall be written by the Secretary or designee. The Secretary shall perform such other duties in regard to records, including the certification of record transcripts, as the commission may direct.
- Section 6. Vacancies. Should the office of Chairman, or Vice-Chairman become vacant, the commission shall, at its next regular monthly meeting, elect a successor in the manner prescribed for the election of such officer, and such election shall be for the unexpired term of said officer.
- Section 7. Removal of Members. Any vacancy in an appointed membership shall be filled for the unexpired term by the Mayor, who shall also have authority to remove any appointed member at the Mayor's pleasure as per Tennessee Code Annotated 13-4-101.

### **ARTICLE III. MEETINGS**

- Section 1. Regular Meetings. Regular meetings of the commission shall be held monthly on the third Tuesday of each month at 6:00 P.M. at Jonesborough Town Hall, or at such other time and place as may be designated by the chairman. If the regularly scheduled meeting falls on a holiday in which town offices are closed, the following Tuesday will be the date of the meeting. The agenda for the regular meeting will be delivered or e-mailed to each commissioner at such address as previously designated. During the Regular meeting, no business shall be considered other than that designated in the delivered or e-mailed agenda. Provided that business which does not require advance public hearing or notification may be considered upon recommendation from the staff planner and approved for inclusion on the agenda by a majority vote of the Planning Commission.
- Section 2. Special Meetings. The chairman of the commission may, when he deems it necessary, call a special meeting of the commission for the purpose of transacting any business designated in the call. Proper public notice of any special called meeting shall be duly advertised. At such special meeting, no business shall be considered other than that designated in the call.
- Section 3. Quorum. A majority of commissioners shall constitute a quorum for the purpose of conducting the business of the commission. The concurring vote of a majority of the quorum present shall be required to take final action on any matter before the commission, except that the adoption of plans or amendments to plans shall require the affirmative vote of a two-thirds (2/3) of the entire membership of the commission.

Section 4. Manner of Voting. The voting of all questions coming before the commission shall be entered upon the minutes of such meeting, and an accurate record shall be made of all official action of the commission.

Section 5. Rules. Unless otherwise stated in the planning commission's by-laws, all meetings shall be conducted according to the latest revision of Roberts Rules of Order.

#### **ARTICLE IV. MEMBER ATTENDANCE**

In order for the planning commission to carry out its duties and responsibilities, it is necessary for all members to attend the meetings. When any appointed member has been absent for three (3) unexcused consecutive regular meetings the Mayor shall have the authority to remove such member as per Tennessee Code Annotated 13-4-101.

#### **ARTICLE V. APPLICANT ATTENDANCE**

On all agenda items before the Planning Commission, the owner, agent, representative or project manager shall attend the Planning Commission meeting to present and/or answer questions concerning that agenda item. If no one is present at the meeting, the planning commission may elect not to consider the agenda item.

#### **ARTICLE VI. AMENDMENTS**

The by-laws of this commission may be amended at a regular or special meeting, but no amendment shall be adopted unless at least seven (7) days written notice thereof has been previously given to all members of the commission.

#### **ARTICLE VII. ADMINISTRATIVE PROCEDURES**

Section 1. Rezoning Signs.

1. A petition for a change in a zoning district classification shall be filed with the Building Department staff (form provided).
2. Responsibility for Posting of signs: The Building Department staff shall post signs on the subject property as per the zoning regulations in effect at the time of the request.
3. Signs shall be furnished by the Building Department office, and be located so as to be clearly visible and readable from the street.

4. Signs on each property shall not be deemed necessary to adopt or readopt a new zoning district map for the town.
5. Maintenance of Signs: It shall be the responsibility of the property owner or their designee to ensure the sign remains posted or to notify the Building Department if a sign is lost, damaged or stolen.
6. At Planning Commission meetings, the owner or their designee may be asked to affirm that such posting has been done. The rezoning request will be deferred to the next meeting if the required signs are lost, damaged, stolen or otherwise not viewable during the period they are required to be posted, and the owner or their designee did not notify the Building Department.

Section 2. Rezoning Notification Letters. Notification letters shall be sent to property owners as required by the Jonesborough Municipal Code.

Section 3. Agenda. For regularly scheduled meetings of the Planning Commission, the cut-off for agenda items shall be the 1<sup>st</sup> of the month prior to the meeting. Copies of the agenda and all supporting materials will be delivered or e-mailed to each Planning Commission member. Planning Staff will provide the agenda and supporting materials within four (4) days prior to the meeting. All original materials related to the agenda will be available for review and inspection by the Planning Commission members at Town Hall in advance of the meeting.

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

*Consent Agenda*

DATE:       JULY 10, 2023       AGENDA ITEM #:       6      

SUBJECT:       Supervisor Reports      

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1. Solid Waste & Recycling
2. McKinney Center
3. MBM Program Director
4. Fire Department
5. Visitor Center Manager
6. Marketing & Promotions Coordinator
7. Police Department
8. Building Inspector
9. Animal Control
10. Street Department
11. Utility Manager
12. Water Quality Department
13. Water Distribution
14. Environmental Services/Wastewater
15. Water Treatment
16. Director of Tourism & Main Street

DIVISION  
OF  
SOLID WASTE/RECYCLE



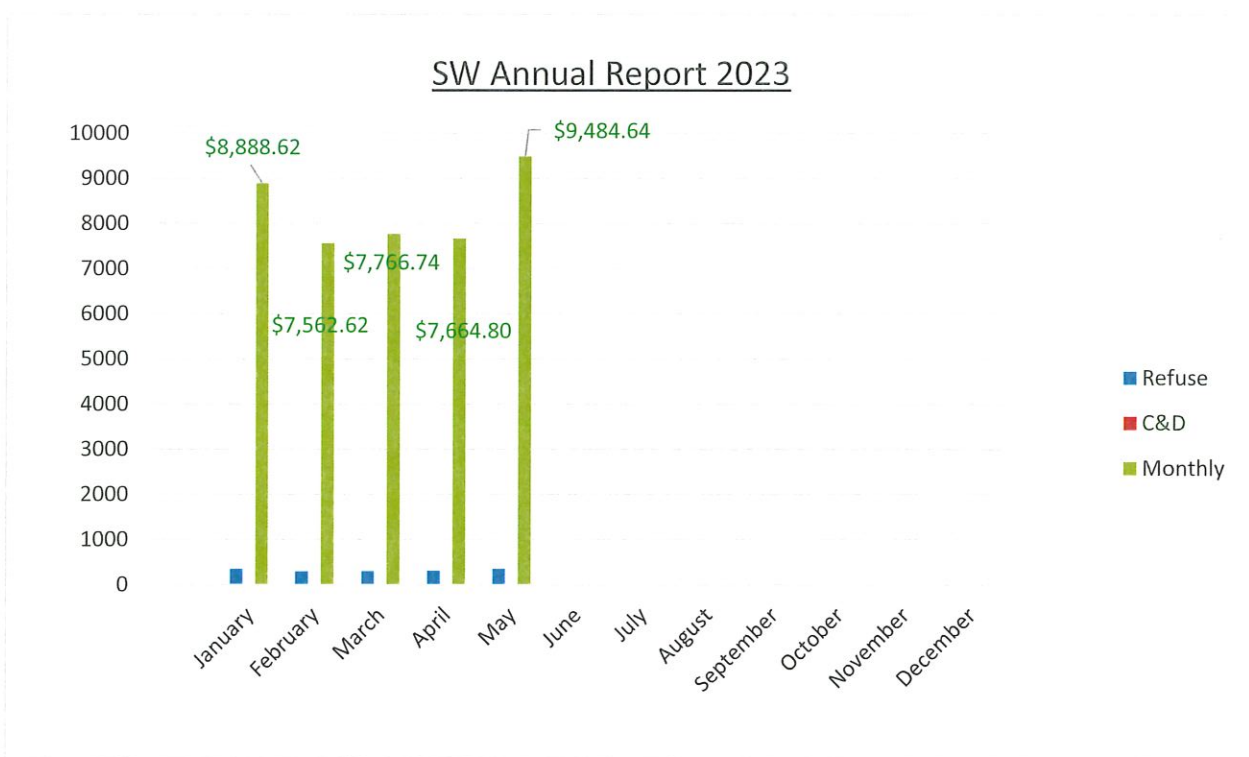
# DIRECTOR'S MONTHLY REPORT

## SOLID WASTE:

During the month of May, the department collected, transported, and disposed of more than 353 tons of Municipal Solid Waste (MSW) at the local landfill (Blountville). The collection, removal, and disposal of MSW represents an essential and viable service for the community and the quality of life. The methods of waste management mentioned above are just one key goal in the efforts to achieve the overall goal of source reduction.

The chart below represents the monthly total tonnage collected from the residential and commercial customers. The chart shows a slight increase in tonnage collected from the previous month (April). The cost to dispose of refuse at Eco Safe Environmental was \$9485.64.

**Junk Collection:** There were 78 calls from homeowners requesting junk to be collected. They can have bulk items collected such as: appliances, box springs, mattresses, household furniture, and other debris (**no trash**), collected each week.



## DIRECTOR'S MONTHLY REPORT

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### FYI:

Unfortunately, the Pliney Fisk Recycling Center was negatively impacted by the very strong windstorm on Saturday April 8, 2023. The entire building structure has been condemned and totaled out for demolition by the insurance company.

Without the capability to process any recycling materials, we are currently transporting all OCC (cardboard) to Ameri Scrap Recycling in Greeneville, by utilizing our front-load cardboard collection vehicle (loose). No Baling!

The inability to bale any recycling material currently is having a negative impact on revenue. The loose cardboard sold to Ameri Scrap Recycling is only netting .25 per \$100 lbs. From the sale of 33,980 lbs. of cardboard, we were only paid \$84.95.

The cardboard sold to Westrock is bailed and it would have netted us more than \$3,058.20 at \$160 to \$180 per ton. We must have some discussion on how to proceed with our baling operations or discontinue the recycling program until further notice.

We are doing what's necessary and what has been implemented by the State to have these programs in place to serve the community with all means of waste reduction. However, the return on investment (manpower, equipment, etc.etc.) is not demonstrating a positive outcome in terms of profit or breaking even.

At this time, we must take a long look at the possibility of additional employees for the Solid Waste & Recycle Division, due to the expanding housing growth we are currently experiencing, for the immediate and extended future of Solid Waste.

Solid Waste (SW) must be looked at as an important part of the essential and necessary services a community needs to strive for and succeed, as a part of their livability. Without a commitment and a long-range goal approach to SW, that's a recipe for disaster. The commitment is to its employees, who are responsible for the day-to-day collection of municipal solid waste. And the long-range goal is the re-circulating or turn-around of vehicles/equipment.

We cannot continue to push the barriers to the breaking point. Garbage trucks are very robust, but they also can fail if their limits are over exerted. The average life of a sanitation collection vehicle is 10 years and, in the 8th, or 9<sup>th</sup> year, by industry

## DIRECTOR'S MONTHLY REPORT

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standard, you should begin making conscious decision to trade, lease, or purchase another reliable vehicle which will provide the community with the dependable service of solid waste disposal, to maintain a healthy sanitary quality of life.

It's not an easy decision financially to invest in a purchase so expensive such as a sanitation vehicle, is why the planning phase is very important to implement at the very least into the long-range goals. Funds, if possible, should be allocated monthly and annually to the Solid Waste Fund for the sole purpose of purchasing another sanitation vehicle, in the future.

The Town of Jonesborough has been dealing with increased housing growth for the past 10 or 20 years and before long, there will be two sanitation collection vehicles on the route collecting residential refuse, daily. This is inevitable. This is unavoidable. This is predestined. This is reality.



## DIRECTOR'S MONTHLY REPORT

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### Personnel:

Johnny Edwards was out of work for more than 4 weeks (176 hrs.) with his wife due to her having hand surgery. Returned on Friday May 26<sup>th</sup>.

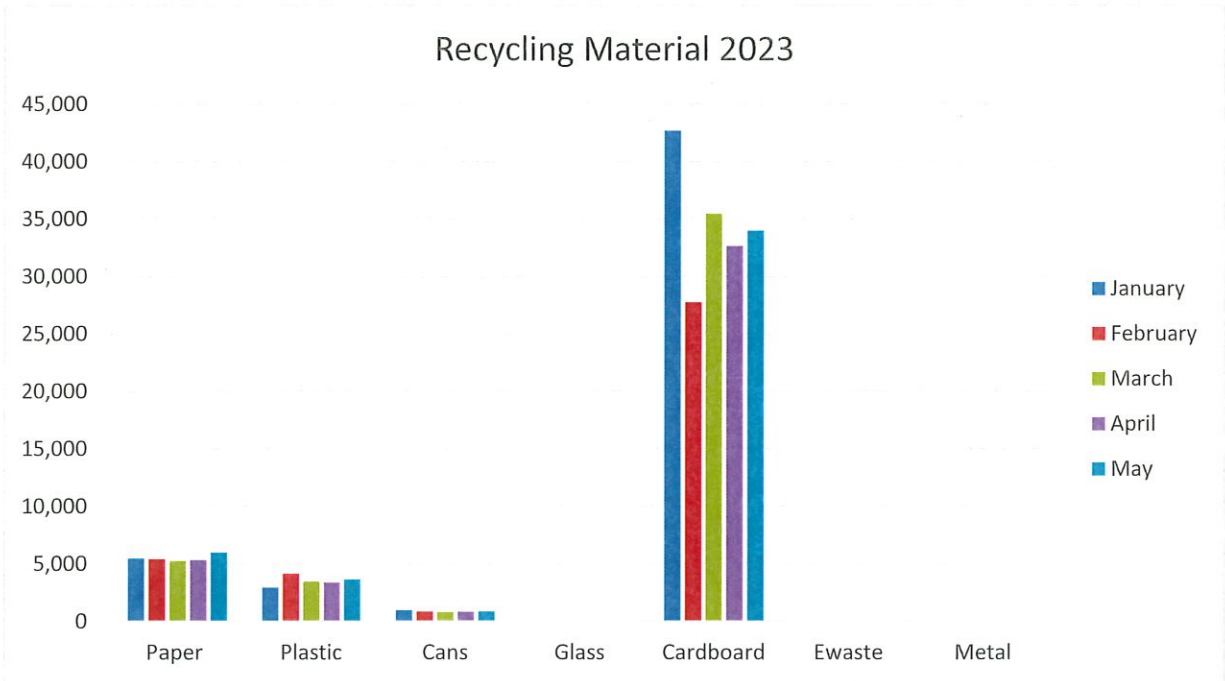
### RECYCLE:

The program has collected only 221,714 lbs. (110 tons) of recycling material from our recycling customers, thus far for 2023. Hopefully, with the increased population and growth, we can begin to see an increase in our tonnage collected for the fiscal year 2023.

<u>Material</u>	<u>Weight</u>	<u>% + or -</u>
<u>Paper</u>	5980	
<u>Plastic</u>	3645	
<u>Cans</u>	860	
<u>Glass</u>	Not Accepted!	
<u>Cardboard</u>	33,980	
<u>Ewaste</u>	0	

# DIRECTOR'S MONTHLY REPORT

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## YARD-WASTE/MULCH:

We continue to sell wood and leaf mulch!

## E-WASTE:

Nothing to Report!

DIVISION  
OF  
SOLID WASTE/RECYCLE



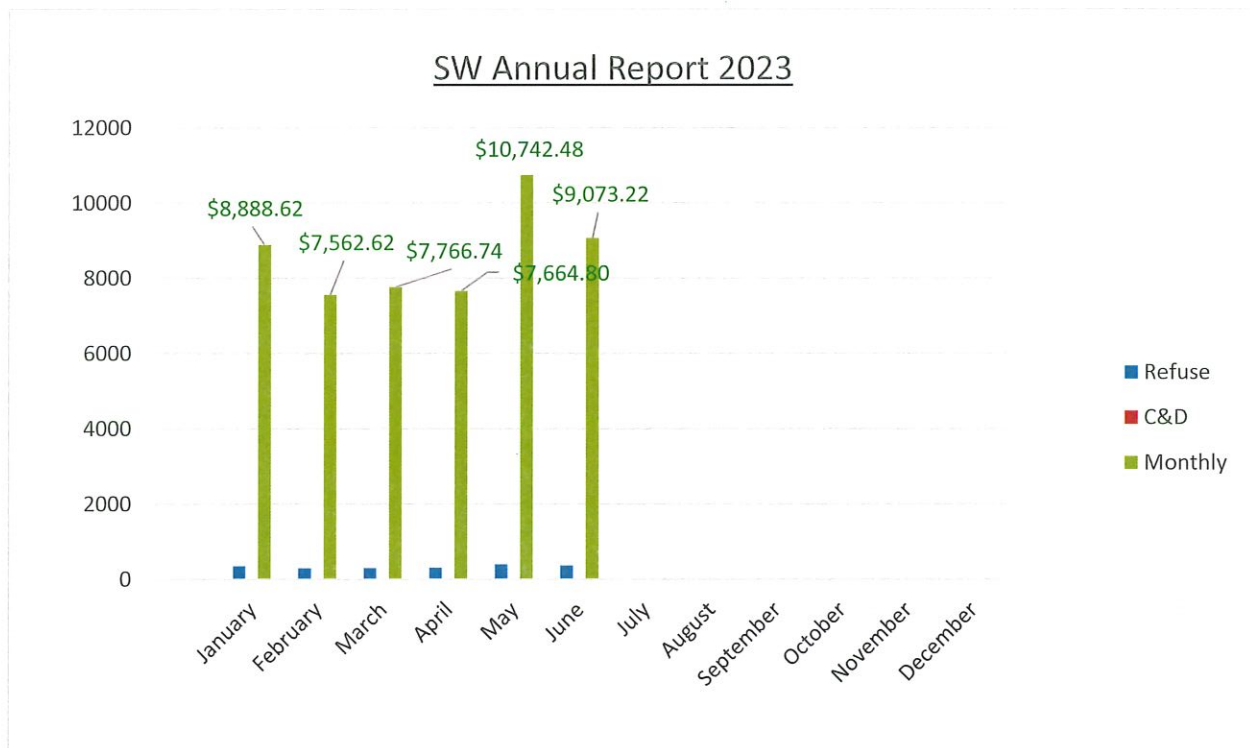
# DIRECTOR'S MONTHLY REPORT

## SOLID WASTE:

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

The chart below represents the monthly total tonnage collected from the residential and commercial customers. The chart shows a slight decrease in tonnage collected from the previous month (May). The cost to dispose of refuse at Eco Safe Environmental was \$9073.22.

**Junk Collection:** There were 65 calls from homeowners requesting junk to be collected. They can have bulk items collected such as: appliances, box springs, mattresses, household furniture, and other debris (**no trash**), collected each week.



## DIRECTOR'S MONTHLY REPORT

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### **FYI:**

A plan of action has been established and should be executed very soon to have the Solid Waste & Street Department in an improved but smaller facility for now and into the future.

### **Personnel:**

Nothing to Report! The 3 new personnel for the past 6 months are working good for Solid Waste & Recycle.

### **RECYCLE:**

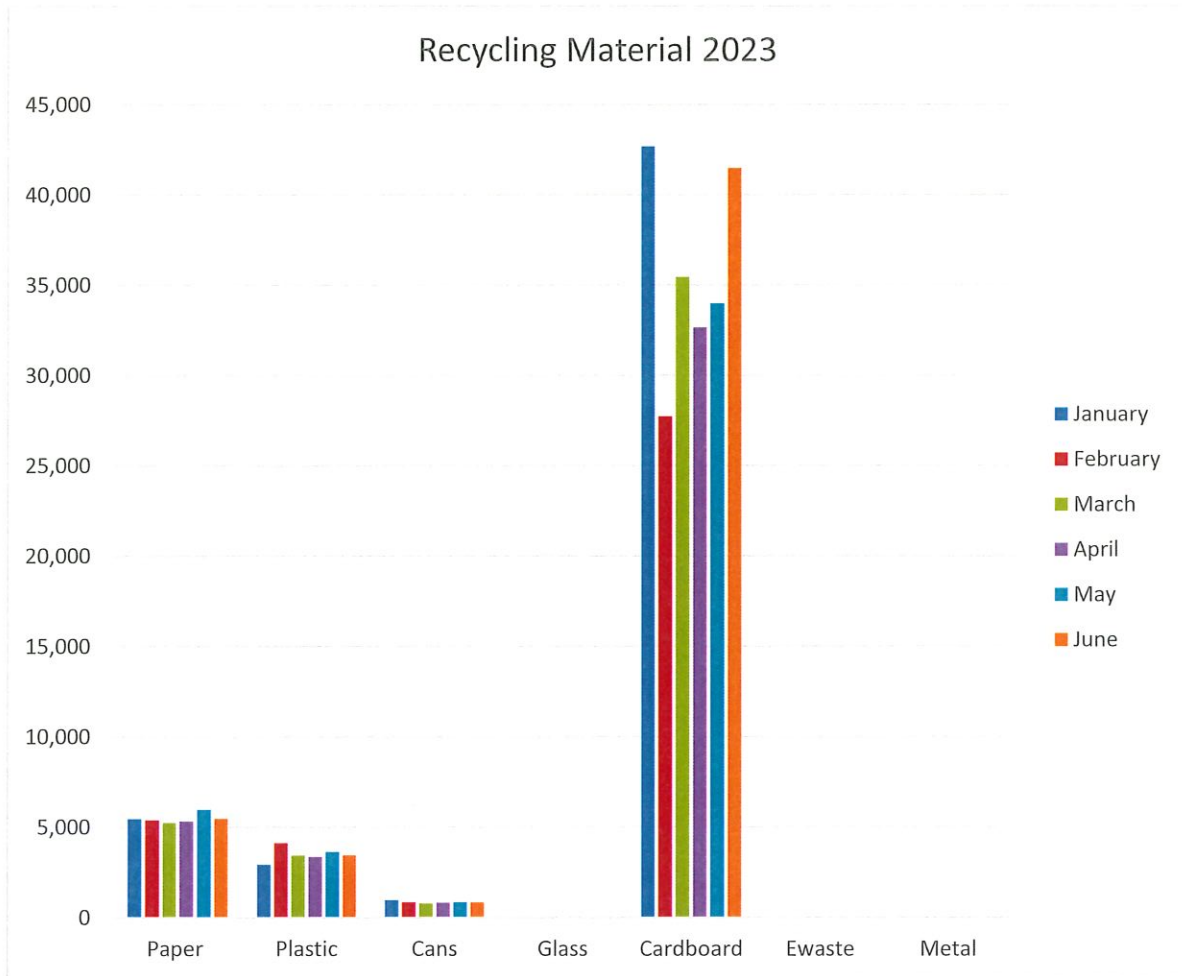
The program has collected only 272,959 lbs. (137 tons) of recycling material from our recycling customers, thus far for 2023. Hopefully, with the increased population and growth, we can begin to see an increase in our tonnage collected for the fiscal year 2023.

## DIRECTOR'S MONTHLY REPORT

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<u>Material</u>	<u>Weight</u>	<u>% + or -</u>
<u>Paper</u>	5475	
<u>Plastic</u>	3450	
<u>Cans</u>	840	
<u>Glass</u>	Not Accepted!	
<u>Cardboard</u>	41,480	
<u>Ewaste</u>	0	

# DIRECTOR'S MONTHLY REPORT



## YARD-WASTE/MULCH:

We continue to sell a very good product to the public!

## E-WASTE:

Nothing to Report!

**Theresa Hammons**  
**McKinney Center Director**  
**Monthly Report – June 2023**

**General Comments:** June is always a fun and packed month due to summer camps. Honestly, camps take up the majority of our time during this month. We were at complete capacity and even added a pottery camp for K-6<sup>th</sup> grade due to the extensive waiting list. We have decided to add more camps to next year's summer curriculum and to divide the grade levels up more in hopes to spread out the registrations. I spend time during the month communicating with the parents of campers. For example, this year we had a student that had just developed seizures. I corresponded at length with her parents regarding procedure and what to look out for. For the first time we had 2 "failed payments" in our online system. This happens when a person signs up for the payment plan. They will put in their credit card information and Course Storm will charge them a certain amount every 30 days. I had to work with those parents to develop a plan outside of Course Storm to ensure that their child attend camp. One parent simply needed to write a check. The other parent was having a financial hardship and we were able to give the student a scholarship. Camps were very successful and wonderfully exhausting!

June is also a time where we are planning for upcoming events including the Fall catalog and class line-up, Fall Open House and the Fall Market. I have spent the majority of my time this month finalizing the Fall classes and preparing for these other events. We had five week-long camps. We had 3 rentals, 2 outreach events, and 2 other events this month.

I spend time during the months of May and June wrapping up projects and financial tasks like closing PO's, reconciling our receipts and records with Town Halls to make sure everything is correct and ready to close out. I also have got a jump start this year on creating budgets for our 2023-2024 projects.

I've been working with Roger to make a few improvements around the building. He has recently repainted all the outside railing. He painted some of the foundational areas around the building. He has also trimmed around the landscaping.

We also had our floor work done during the month of May. The auditorium floor looks wonderful. It took a little longer than we expected and the fumes from the stain were very strong. However, it was well worth it!

We worked on updating our Emergency Plan and had it reviewed and approved by the Fire Department Chief.

We have also been working on reorganizing our rental program and processes.

June is a fun and chaotic time with summer camps happening, but it is also a time for us to plan for all the fall activities we have in our future. I will continue working on our upcoming Fall Market, the Halloween exhibition and Holidays Around the World over the next few weeks/months.

**June Programming and Events that we did or attended**

<b>June 2&amp;3</b>	<b>Blue Plum Festival</b>
<b>June 3</b>	<b>Farmers Market</b>
<b>June 5 – 9</b>	<b>Artsploration Camp</b>
<b>June 5 – 9</b>	<b>Pottery 101 Camp</b>
<b>June 8</b>	<b>Conversations That Matter</b>
<b>June 12 – 16</b>	<b>Play-In-A-Week Camp</b>
<b>June 19 – 22</b>	<b>Pottery 202 Camp</b>
<b>June 19-22</b>	<b>Pottery 101 Camp (addition)</b>
<b>June 26</b>	<b>StoryTown Radio Show</b>



**Spring Classes/Workshops Summary** – We had 307 registrations in spring 2023. It was a great semester. We had around 175 people in attendance for Ms. Brown’s End of the Year Program which is the student art exhibition and final performance for our performing arts students. It was a great turn out and the children did great. I was very proud of all their hard work.

**Summer Camp Update** – Each camp was full with a waiting list! We even added a second Pottery 101 camp for K-6<sup>th</sup> grade. We had 70 students during the three weeks of camp and they went wonderfully. Due to the growth of the camps we plan to split up the grade levels more next year and add additional camps for our K-4<sup>th</sup> and 5<sup>th</sup> – 8<sup>th</sup> grade students since that is where we are seeing the most demand.

**Fall 2023 Update** – I spent a great deal of time in May and June meeting and corresponding with instructors, gathering their class descriptions, working with them on their supply budgets, and class dates and times. I first enter all the classes into our online system called, Course Storm. I then cut and past that information and place it in a word document. I then begin to edit the information by sending the document to the instructors. At that time, I also send them their supply budgets that we work on together, salary, and other logistical information. As I do this, I also calculate the registration fees for each class, I enter each class meeting time into our master calendar. I have to assign rooms ahead of time and include that in color on the calendar to make sure I am allocating space appropriately and not overlapping classes. As the instructors provide me feedback, I make necessary adjustments. When, I feel that we have about 90% of our class logistics worked out, I begin creating the hard copy catalog in Adobe InDesign. Skye helps me by finding and organizing up-to-date photos of classes. I again begin an editing process by sending the document to my staff and all the instructors. Skye and Bre have been very helpful this semester by reviewing the catalog numerous times. They also spot check the Course Storm website, the calendar, and my budget and registration fees to make sure I’ve calculated correctly and that all the information is consistent and accurate. I had a few long-term teachers request changes this semester. Some wanted to take a break or change class mediums so I spent an unprecedented time interviewing new instructors. We will have a few new faculty in our line-up this fall and I am very happy about that. I also got the confirmation from Berea College that we received a traditional arts grant again this year. So, I am able to provide three classes at much lower costs than without that grant.

Our Fall Open House will be Saturday, August 12, 10am – 1pm. This is free and open to the public. People can tour the building, meeting and talk to all our instructors, and hopefully register for classes.

**Crowns** – The Crowns, production and fundraiser, with UMOJA is getting closer! August 18, 19, &20. I have spent some time working through the Asana plan and making sure tasks are up to date. There are a few things behind schedule but Jules will be working over the next couple of weeks to get those caught up. The poster and publicity are the main things we need to work on over the next couple of weeks. Rehearsals started a head of schedule and are going very well. I think this will be a very successful partnership.

**Memorial Bench** – Skye has been working with our Diversity and Equity committee. They want to place a bench at the original entrance of the facility with a plaque that includes the names of Booker T. Washington educators. Skye and I met with Malcolm this month to look at the area and discuss what we might need in terms of leveling the area out, trimming back some bushes, etc. Skye has been in communication with Rachel Conger about using the same benches that were used in Lincoln Park. I have secured a donor for this project, or at least a donation of \$500. We will be ordering the bench after July 1. We will plan an unveiling later in the fall. Possibly during the month of October. October 1940 was when the building originally opened its doors.

**Conversations that Matter** – I was asked to be the guest last month for Conversations that Matter. I was on the show with my colleague and friend, Katie Hoffman, President of Create Appalachia. Katie and I discussed our time working together in Hancock County, Tennessee, in the community of, Vardy. We worked with the Vardy Historical Society assisting them in the creation of their museum and activity grounds. This is a community, historically known as a, “Tri-racial” community. We had some great stories to share and also some

interesting historical information that I hope viewers learned from and enjoyed.

**McKinney Center Fall Market** – August 25 & 26 - We have been slowly getting artist submissions for this event. We have space for approximately 40 artists. We will have two food trucks present and live music. The Marketing Team has helped us promote the event on social media. I have been fielding questions from artists, calling and emailing our artist lists in hopes to get a full house.

**Rentals** – Taking over the rentals, in the long run, will be best for the McKinney Center. We appreciate that Amber did them so well over the past few years. I have met with a couple potential renters and given them tours this month and answered questions for them. Skye and Bre are working on the rental program together at the moment. I met with the Jonesborough Historical Dance Society with Skye to go over their rental dates and logistics and of course help people when they come to the building for information.

**Hallway Exhibition Schedule** – We are preparing for our next exhibition. We will have two featured artists in July, Karen Hitchcock and Carolyn McLaney. Karen is a glass fusion artist and Carolyn McLaney is an acrylic painter. Their opening will be July 21<sup>st</sup> 5-7pm. I have worked with the artists this month to get their biographies and photos for a press release and media. I've also met with them to discuss the space that is available, to measure pedestals, etc.

**Semiquincentennial** – I attended an online webinar hosted by AASLH, American Association of State and Local History, on the country's 250<sup>th</sup> anniversary which will be in 2026. There is an effort across the country to start planning for our nation's celebration and to educate the public on our country's history. There is a major effort within the history and museum fields to be inclusive in our planning. I have also been communicating with Anne G'Fellers Mason in hopes to create some partnership programs for that year.

### **Building Improvements**

During the month of May we had the floors in the auditorium refinished. They look beautiful. I asked Roger to take off all the vent covers and to sand and paint those. Roger has also repainted all the outside metal railing around the building. He has painted some of the foundation areas that were white. The white paint has chipped horribly over the years and he is working on repainting all of that. He also weeded much of the landscaping this month. I also worked with Chason Freeman to schedule fire extinguisher training with my staff. We did this on June 27. It was educational, practical, and also fun.

**Mrs. McKinney, Service, and Future** – When my staff and I heard that Mrs. McKinney was in the hospital, we immediately chipped in and sent her flowers in the hospital. I also notified Town Hall. Jules, Skye, and I, attended her service on Saturday, June 24. I have spoken to Glenn about the possibility of changing the name of the Ernest L. McKinney Memorial Scholarship Fund to include Marion's name. I have passed that information along to the family and I am waiting for their response. Jules is also working on a video in memory of Mrs. McKinney that we hope to share soon.

### **Other Tasks:**

- Course Storm deposits (class registrations).
- Regfox deposits (Fall Market – vendor booth payments).
- Fall Market correspondence with artists/makers regarding applications and logistics.
- I do all the AmeriCorps paperwork each month, approve time sheet, and this month I turned in the quarterly invoice.
- Wrote a plan for transitioning the rental program.
- Finalized the job description for the Front Desk position
- Worked on the job description for the AmeriCorps position.
- Updated Asana plans.
- Organize and prep for MKC Advisory Committee meeting.
- Administrative duties such as helping students, answering questions, turning in receipts, requesting

checks, ordering supplies, processing scholarships, scheduling make-up classes or extra classes, working on work schedules for events so that we do not have employees working over 40 hours/week.

- Creating all the faculty payment requests for June.
- Review rental calendar and schedule for hosts.
- Assisted AmeriCorps Volunteer with Newsletter content.
- Turned in invoices for summer class supplies.
- Weekly staff meetings with MKC staff.
- Meeting with the marketing team to discuss upcoming events and help needed with promotions.
- Managing grants.
- Met with Artists regarding Artist Exhibition Series and hanging logistics.

#### **Upcoming July Events**

<b>July 1&amp;2</b>	<b>JBO Days Parade and Kids Craft Booth</b>
<b>July 12</b>	<b>Listening Day</b>
<b>July 13</b>	<b>Conversations That Matter</b>
<b>July 21</b>	<b>Art Exhibition Opening</b>
<b>July 24</b>	<b>StoryTown Radio Show</b>
<b>July 30-</b>	<b>Public School Open Houses</b>

## June 2023 Monthly Report, Skye McFarland

June started off with a Blue Plum and then we started summer camp, which kind of takes over the workday. During this time, I've been working to prepare for Jonesborough Days with float ideas and the craft for kids, and our staff in general has been supporting Theresa while working on the fall catalog.

### Outreach

This month's outreach has come from our attendance at the Blue Plum festival on June 2 and June 3. It was good to be there, and it felt busy Friday evening and all-day Saturday, we were able to interact with around 200 people. Our online outreach is better than last month, but lower than other months. We have not had a boosted post this month, so that likely contributes to the lower numbers, but we have had a few popular posts that gave us more attention than last month. We have also slowed down a bit on our posting as we are not currently gearing up for a specific event or semester, that will change in July. Our YouTube channel, on the other hand, is doing incredible. We received over 2,000 views and we have 142 subscribers, which has been a big amount of growth for us. For these outreach efforts I worked to make social media posts almost daily both on Facebook and Instagram. I have maintained our YouTube page and uploaded videos including focuses on camp and our Conversations That Matter series. I have created graphics and short videos and taken photographs of our camps for social media.

Month	Number	Digital	Paper	
January		26,590	8550	35,140
February		22,344	10	22,354
March	320	14971	25	15,316
April	352	28405		28757
May	190	12344		12534
June	200	17103		17303
July				
August				
September				
October				
November				
December				
				131,404

### Volunteers

This month our volunteer hours come from summer camp snack donations and Blue Plum volunteers. It has been a struggle to recruit volunteers lately and I wonder if it is a rebound from the covid rebound of high amounts of activity. Despite this, I have had help from the University School Key Club thanks to our board member, Sharon Squibb. These kids saved me during Blue Plum. Also, our advisory committee and diversity & equity committee stepped in to fill in our need for summer camp snacks. I have been working this month to recruit volunteers for Jonesborough Days. This includes individual asks and sharing on many social media groups. Thankfully I have had a couple of folks sign up. I think over the next couple of months my focus will be on recruitment and making better connections with other area key clubs.

	Skye	Jules	Total
January	4.5	951	955.5
February	48	2305	2353
March	21.5	131	152.5
April	55.5	281	336.5
May	17	261	278
June	32.5	146	178.5
July			
August			
September			
October			
November			
December			
			4254

### **Diversity & Equity**

The Diversity & Equity committee met on May 25<sup>th</sup>. We had an update from our committee member, Sue Shanks, who is doing research for our memorial bench to honor Booker T. Washington faculty and staff. Sue was still at this time, not able to get a response from the Washington County Department of education. We planned to contact WCDE as the McKinney Center to see if that would get a response, but soon after this meeting Sue did receive the information, we needed from the school office. We now have a list of oral history collected names and the research from the little bit of research needed. We are looking to find out more about how much a plaque would be after we finalize text as well as get some information on how much a bench would be. I worked to create the agenda, run the meeting, and record meeting notes for this meeting.

I also worked this month to organize and schedule our Conversations That Matter recording, run the technology for recording, edit the audio and video versions of the podcast and upload them to the appropriate locations as well as write the press release, create a graphic and share it around. I have also already scheduled our recording for July, which will be a catch-up with our moderators, Michelle Treece and Brittany Butler.

### **Miscellaneous**

In June I continued to generate social media content including photographs and videos featuring our camps. I created and maintained the June schedule as well as created the July host schedule and weekly calendars. I put together crafts for our outreach events and put supplies together. I have also been taking on dealing with rentals for the McKinney Center this month due to a staff change at the Visitors Center. I have dealt with rentals at least every other day whether it is talking with interested parties, maintaining paperwork, or creating contracts and handling schedules. This has been a task that filled up a lot of time around summer camp responsibilities. I also worked on and created the Fall catalog front cover and graphics that will go into the catalog. I also spent time providing photos for the catalog and putting photos into our online system for our upcoming semester. I have also done research on photographs and trying to up my editing game by using Adobe Lightroom so that we have the best looking photos for the catalog and as I prepare to work on the poster for our upcoming play, Crowns.

## Breanna Walker-Schadler June Monthly Report- McKinney Center

### Social Media:

- Create daily content for social media
- Post across Facebook, Instagram, and Twitter
- Respond to comments and engagements
- Facebook reach 3,230 - down by 14%
- Facebook page visits 187 up by 42.7%
- Facebook new likes 4- down by 42.9%

### StoryTown Radio Show:

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

### Storytown podcast:

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

### McKinney Center:

- Assisted with June teacher payments for June classes
- Assist with summer camp needs (getting students register, snacks, helping with pick up and drop off, name tags for parents cars)
- Update teacher payments and help get pay checks from town hall
- Attend marketing meeting
- Attend weekly staff meetings to discuss organization wide events and activities
- Field phone calls and welcome guests as they come in the building
- Deposits as needed for incoming / depositing money
- Send out monthly newsletter with upcoming events on Mailchimp
- Help set up booth at the Blue Plum festival
- Keep track of artists who submitted for the Fall Market (spaces and pictures)
- Assist with rentals, payments, and general information/questions
- Take minutes from the AC meeting
- Contact students from spring semester via both phone and email to pick up art

**JONESBOROUGH STORYTOWN INITIATIVE: 85%**

**GOOD NEWS!**

- StoryTown Radio Show receives the Northeast Tennessee Tourism Award for “Best Promotion: Rack Card” for the StoryTown Season Rack Card
- StoryTown receives \$8,880 for 2024 Season from Tennessee Arts Commission

**STORYTOWN RADIO SHOW**

- Wrote/edited original script (Full One-Act Length) for June StoryTown Radio Show
- Presented “Back on the Farm” episode on Monday, June 26
- Recruited Jonesborough Jazz Combo to perform music for Radio Show
- Incorporated and edited stories from Writers Group for the production
- Rehearsed cast and directed performance

**PLAY IN A WEEK CAMP**

- Worked with teenagers and with them created a play with music, choreography, costumes and set in 6 days
- Presented teen performance “Helping Hands” on June 17 to the public
- Sponsored by Tennessee Arts Commission and the Wild Women of Jonesborough
- Sheet music for original song composed

**VOLUNTEER HOURS: 146**

- 26 Radio Show actors (5 hours each) **130**
- 3 story contributors: (3 x 1 hours each) **3**
- 2 Concessions workers- History Trivia Night (2 x 2 hours each) **4**
- 2 concession workers for radio show (2x2 hours each) **4**
- Lunch pick up and drop off during camp: (1x 5 hours) **5**

**ART EDUCATION**

- See Above- Organized and held Play-in-a-Week Summer Camp
- Assisted contributing writers in formatting scripts

**STORY TRAINING/COLLECTING**

- Wrote press release for July “Listening Day”
- Recruited story collectors for July “Listening Day”

**PODCAST**

- Posted episodes #59 and #60 to podcast channel
- All podcasts may be heard at: <https://storytown.simplecast.com/>

**CROWNS MUSICAL**

- Began Rehearsals for Crowns
  - Rehearsing every Mon-Wed
  - Taking photos for poster on June 27
  - Holding Gala planning meeting June 29

### **HISTORIC MARKER- Neighborhood Story Project**

- Awaiting completion of the marker and will organize a celebration once installation date is confirmed

### **MARKETING, SOCIAL MEDIA PROMOTION 10%**

- Appeared on WJCW to promote StoryTown
- Wrote newsletter for July Listening Day
- Wrote press release and E-Newsletter for StoryTown Radio Show “Back on the Farm” episode
- Provided material, story snippets, photos for StoryTown event post for Facebook posts
- Wrote Press release for “Crowns: A Gospel Musical.”

### **GRANTS, FUNDRAISING 5%**

- Received \$8,880 for the 2024 Season of StoryTown from The Tennessee Arts Commission’s Art Project Support Grant
- Wrote Letter of Intention to Apply to East Tennessee Foundation to support school youth program
- Closed-Out of TAC Art Project Support Grant for 2023
- Closed out 2023 ABC Grant
- Writing 2024 ABC Grant





**Jonesborough Fire Department  
Call History Report by Date - Main Station  
6/1/2023 - 6/30/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 06/01/2023 16:21	Medical Assist	2300269	311 Medical assist, assist EMS crew	92 Standby	122 Tipton RD	3	00:20
Thu 06/01/2023 16:51	Medical Assist	2300270	311 Medical assist, assist EMS crew	73 Provide manpower	931 Old Bugaboo Springs RD	2	00:21
Thu 06/01/2023 17:51	Other	2300271	460 Accident, potential accident, other	86 Investigate	1113 Persimmon Ridge RD	2	00:22
Fri 06/02/2023 08:30	Public Service	2300272	553 Public service	86 Investigate	900 Old Boones Creek RD	2	00:05
Fri 06/02/2023 17:43	Fire	2300273	118 Trash or rubbish fire, contained	86 Investigate	110 Charlie Hoss RD	2	00:21
Sat 06/03/2023 00:49	Motor Vehicle Accident	2300274	324 Motor vehicle accident with no injuries.	86 Investigate	2152 Carroll Creek RD	2	00:52
Sat 06/03/2023 04:57	Motor Vehicle Accident	2300275	322 Motor vehicle accident with injuries	86 Investigate	3010 Antloch RD	2	01:32
Sat 06/03/2023 10:59	Other	2300276	651 Smoke scare, odor of smoke	86 Investigate	126 Old Embreeville RD	2	00:16
Sun 06/04/2023 16:58	Fire Alarm	2300277	745 Alarm system activation, no fire - unintentional	86 Investigate	2698 Carroll Creek RD	2	00:22
Sun 06/04/2023 20:12	Other	2300278	600 Good intent call, other	86 Investigate	337 Al Sliger RD	2	00:48
Sun 06/04/2023 21:02	Other	2300279	444 Power line down	86 Investigate	492 Sand Valley RD	2	00:49
Mon 06/05/2023 09:00	Public Service	2300280	553 Public service	86 Investigate	900 Old Boones Creek RD	1	00:10
Mon 06/05/2023 16:11	Fire Alarm	2300281	611 Dispatched & canceled en route	93 Cancelled en route	149 Fair Ridge RD	2	00:04
Tue 06/06/2023 19:06	Other	2300282	445 Arcing, shorted electrical equipment	87 Investigate fire out on arrival	121 Benita CT	3	00:30
Wed 06/07/2023 09:13	Fire Alarm	2300283	744 Detector activation, no fire - unintentional	86 Investigate	506 Boones Creek RD	3	00:06
Wed 06/07/2023 09:33	Fire Alarm	2300284	745 Alarm system activation, no fire - unintentional	86 Investigate	Tractor Supply	2	00:09
Wed 06/07/2023 13:47	Motor Vehicle Accident	2300285	322 Motor vehicle accident with injuries	86 Investigate	501 Conklin RD	3	00:29
Wed 06/07/2023 17:53	Other	2300286	444 Power line down	86 Investigate	Highway 11 HWY E	2	00:14
Wed 06/07/2023 23:26	Other	2300287	444 Power line down	86 Investigate	365 Sugar Hollow RD	2	00:11
Wed 06/07/2023 23:42	Other	2300288	311 Medical assist, assist EMS crew	70 Assistance, other	Bethel Housing	2	00:25
Thu 06/08/2023 14:30	Motor Vehicle Accident	2300289	322 Motor vehicle accident with injuries	86 Investigate	346 Ridgecrest RD	2	00:40
Thu 06/08/2023 21:30	Other	2300291	611 Dispatched & canceled en route	93 Cancelled en route	383 Cherry Grove RD	1	00:44



**Jonesborough Fire Department  
Call History Report by Date - Main Station  
6/1/2023 - 6/30/2023**

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Thu 06/08/2023 21:48	Other	2300290	622 No incident found on arrival at dispatch address	86 Investigate	417 Bowman AVE	3	00:09
Fri 06/09/2023 23:09	Fire Alarm	2300292	736 CO detector activation due to malfunction	86 Investigate	1411 Walnut Grove RD	2	00:17
Sat 06/10/2023 16:07	Motor Vehicle Accident	2300293	322 Motor vehicle accident with injuries	86 Investigate	Stage RD	3	00:14
Sun 06/11/2023 10:02	Other	2300294	600 Good intent call, other	86 Investigate	707 S Cherokee ST	2	00:12
Sun 06/11/2023 21:28	Medical Assist	2300295	611 Dispatched & canceled en route	93 Cancelled en route	417 W Main ST	2	00:04
Tue 06/13/2023 19:46	Other	2300296	600 Good intent call, other	86 Investigate	292 Grassey Valley RD	2	00:41
Wed 06/14/2023 08:42	Fire Alarm	2300297	744 Detector activation, no fire - unintentional	86 Investigate	Eureka Inn	2	00:34
Wed 06/14/2023 17:16	Medical Assist	2300298	311 Medical assist, assist EMS crew	70 Assistance, other	122 Tipton RD	2	00:26
Thu 06/15/2023 15:53	Fire	2300299	154 Dumpster or other outside trash receptacle fire	11 Extinguishment by fire service personnel	702 E Main Street	3	00:34
Fri 06/16/2023 13:26	Motor Vehicle Accident	2300300	322 Motor vehicle accident with injuries	86 Investigate	466 Highway 81 HWY N	3	00:32
Fri 06/16/2023 14:16	Medical Assist	2300301	311 Medical assist, assist EMS crew	70 Assistance, other	122 Tipton RD	3	00:56
Sun 06/18/2023 15:12	Fire	2300302	151 Outside rubbish, trash or waste fire	11 Extinguishment by fire service personnel	183 Hensley LOOP	3	00:36
Mon 06/19/2023 23:05	Fire Alarm	2300303	745 Alarm system activation, no fire - unintentional	86 Investigate	1465 Old St Route 34	2	00:30
Tue 06/20/2023 01:05	Other	2300304	600 Good intent call, other	86 Investigate	317 Depot ST	2	00:16
Tue 06/20/2023 20:42	Medical Assist	2300305	311 Medical assist, assist EMS crew	73 Provide manpower	565 Sweetgrass LN	2	00:36
Wed 06/21/2023 06:31	Fire Alarm	2300306	745 Alarm system activation, no fire - unintentional	86 Investigate	207 Chimney Top LN	2	00:10
Wed 06/21/2023 14:32	Motor Vehicle Accident	2300307	322 Motor vehicle accident with injuries	86 Investigate	Leesburg RD	2	00:50
Thu 06/22/2023 17:09	Public Service	2300308	553 Public service	86 Investigate	107 Fox ST Apt: 4	2	00:06
Thu 06/22/2023 20:34	Fire	2300309	151 Outside rubbish, trash or waste fire	86 Investigate	106 N Second AVE	2	00:15
Fri 06/23/2023 14:21	Medical Assist	2300310	311 Medical assist, assist EMS crew	73 Provide manpower	145 New ST	3	02:05
Sat 06/24/2023 21:44	Medical Assist	2300311	311 Medical assist, assist EMS crew	73 Provide manpower	708 John Green RD	2	00:20
Sun 06/25/2023 01:02	Medical Assist	2300312	311 Medical assist, assist EMS crew	73 Provide manpower	508 Nunley DR	2	01:03
Sun 06/25/2023 10:11	Other	2300313	611 Dispatched & canceled en route	93 Cancelled en route	409 N Cherokee ST	3	00:07
Sun 06/25/2023 13:26	Medical Assist	2300314	311 Medical assist, assist EMS crew	70 Assistance, other	122 Tipton RD	3	00:33
Sun 06/25/2023 23:18	Other	2300315	600 Good intent call, other	86 Investigate	1227 Old Boones Creek RD	2	00:08



## Jonesborough Fire Department Call History Report by Date - Main Station 6/1/2023 - 6/30/2023

Date	Type	Incident #	Incident Type	Primary Action	Address	# Of Attendees	Total Time
Mon 06/26/2023 18:07	Other	2300316	611 Dispatched & canceled en route	93 Cancelled en route	1113 Persimmon Ridge RD Apt: 202	2	00:07
Tue 06/27/2023 01:02	Motor Vehicle Accident	2300317	322 Motor vehicle accident with injuries	73 Provide manpower	Jim Town RD	2	00:52
Wed 06/28/2023 15:33	Medical Assist	2300318	311 Medical assist, assist EMS crew	73 Provide manpower	122 Tipton RD	3	00:22
Wed 06/28/2023 18:33	Fire Alarm	2300319	745 Alarm system activation, no fire - unintentional	86 Investigate	147 Eisenhower RD	2	00:24
Wed 06/28/2023 19:23	Fire Alarm	2300320	611 Dispatched & canceled en route	93 Cancelled en route	147 Eisenhower RD	2	00:01
Wed 06/28/2023 21:06	Medical Assist	2300321	311 Medical assist, assist EMS crew	73 Provide manpower	156 Baileigh Lynn LOOP	2	00:27
Thu 06/29/2023 03:39	Fire Alarm	2300322	745 Alarm system activation, no fire - unintentional	86 Investigate	100 W Main ST	2	00:32
Thu 06/29/2023 15:09	Fire	2300323	153 Construction or demolition landfill fire	11 Extinguishment by fire service personnel	515 Nunley DR	3	00:49
Fri 06/30/2023 09:59	Medical Assist	2300324	311 Medical assist, assist EMS crew	73 Provide manpower	176 Old State Route 34 HWY Apt: 8	2	00:18

Total calls for Assist:	0
Total calls for EMS:	0
Total calls for Fire:	5
Total calls for Fire Alarm:	11
Total calls for Fire Drill:	0
Total calls for Haz Mat:	0
Total calls for Medical Assist:	13
Total calls for Motor Vehicle Accident:	8
Total calls for Other:	16
Total calls for Public Education:	0
Total calls for Public Service:	3
Total calls for Special Duty:	0
<b>Total calls:</b>	<b>56</b>
<b>Total Time:</b>	<b>25:56</b>
<b>Avg. Call Attendance:</b>	<b>2.23</b>



**Jonesborough Fire Department**  
**Incident Type Report by Date - Main Station**  
**6/1/2023 - 6/30/2023**

<b>Incident Type</b>	<b>Total Incidents</b>
118 Trash or rubbish fire, contained	1
151 Outside rubbish, trash or waste fire	2
153 Construction or demolition landfill fire	1
154 Dumpster or other outside trash receptacle fire	1
311 Medical assist, assist EMS crew	13
322 Motor vehicle accident with injuries	7
324 Motor vehicle accident with no injuries.	1
444 Power line down	3
445 Arcing, shorted electrical equipment	1
460 Accident, potential accident, other	1
553 Public service	3
600 Good intent call, other	5
611 Dispatched & canceled en route	6
622 No incident found on arrival at dispatch address	1
651 Smoke scare, odor of smoke	1
736 CO detector activation due to malfunction	1
744 Detector activation, no fire - unintentional	2
745 Alarm system activation, no fire - unintentional	6

**Total Number of Incidents: 56**  
**Total Number of Incident Types: 18**



# Jonesborough Fire Department Call History Graph for June 2023

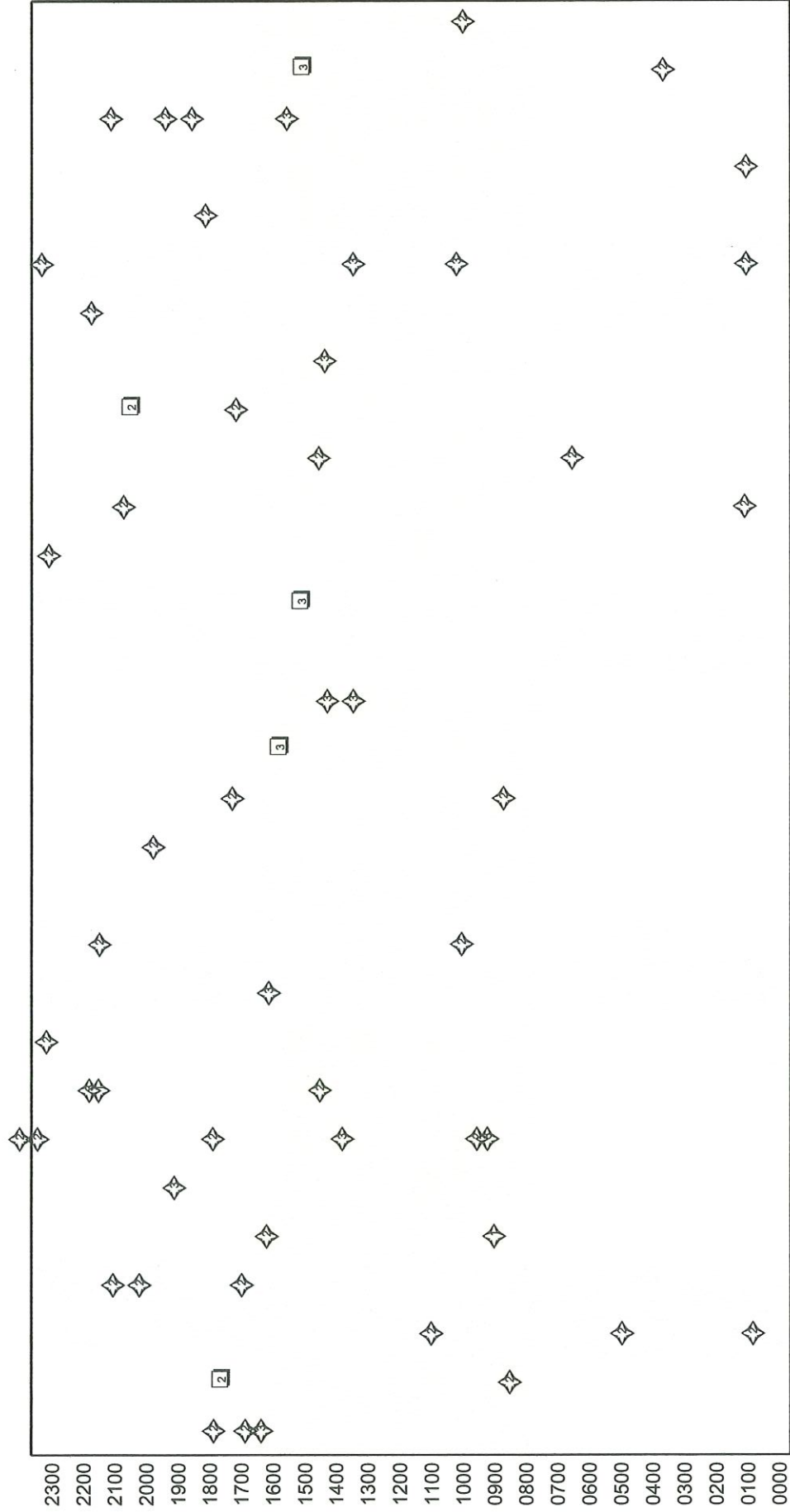
(Assist, EMS, Fire, Fire Alarm, Fire Drill, Haz Mat, Medical Assist  
Motor Vehicle Accident, Other, Public Education, Public Service  
Special Duty)

Total Calls: 56

Total Calls (M-F 8am to 5pm): 18

Total Calls (other): 38

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





**Jonesborough Fire Department  
Call Distribution Report  
6/1/2023 - 6/30/2023**

<b>Total (56 Calls)</b>		
<b>Time</b>		<b>Number</b>
0000	██████████	1
0100	████████████████████	3
0200		0
0300	██████████	1
0400	██████████	1
0500		0
0600	██████████	1
0700		0
0800	████████████████	2
0900	████████████████████████	4
1000	████████████████████	3
1100		0
1200		0
1300	████████████████████	3
1400	████████████████████████	4
1500	████████████████████████	4
1600	████████████████████████████	5
1700	████████████████████████████	5
1800	████████████████	2
1900	████████████████████	3
2000	████████████████████	3
2100	████████████████████████████████	6
2200		0
2300	████████████████████████	5

<b>Day</b>		<b>Number</b>
Sunday	████████████████████████	10
Monday	████████████████	4
Tuesday	████████████████████	5
Wednesday	████████████████████████████████	14
Thursday	████████████████████████	11
Friday	████████████████████	7
Saturday	████████████████████	5

## Visitors Center June Report – July 3, 2023

This month was mainly spent getting prepared for Jonesborough Days. Greg and I took a trip to Sam's Club at the behest of Amber to get supplies for the kickoff dinner and to restock the Visitors Center's snacks and treats. We were completely out, and that's no good. We made sure to stock up on bottled water and Dr. Enuf products; these tend to be our biggest sellers at outdoor events.

We've started selling Over-Mountain Coffee Roasters here in the gift shop. If you haven't heard of them, they're local coffee roasters that live right on 3<sup>rd</sup> Ave. I don't think it's really possible to get more local than that, as far as coffee is concerned. All of their beans are single source, organic, and fair trade so nobody has to feel guilty. We also started offering free samples of their wares in the lobby so drop by and have some!

Since June is the end of the fiscal year, I can give an update for our revenues. As far as I can figure, our final total for the year is \$54,698.33 in revenue, which is our best single year since the 2007-2008 fiscal year. Amber and I are probably going to take the host staff to dinner for doing such an exceptional job this year.

Sincerely,

Matt Gulley

Visitors Center Manager

# Monthly Report – July 2023

*Nora Davis, Marketing and Promotions Coordinator*

## **Social Media**

### **Civic Page**

- Promoted Brews & Tunes, Jonesborough Days, Music on the Square, Paws in Blue, McKinney Center events, Memorial Day event, Yoga in the Park, Farmers Market, Garden Gala and Wetlands
- Promoted Employee of the Month for June
- Posted road closure and water outage information

### **Historic Facebook and Instagram Pages**

- Promoted StoryTown Radio Show
- Promoted Jonesborough Days leading up and during the event (this included the kickoff dinner, kids' activities, fireworks, parade, live music, crafters and food.)
- Promoted Yoga in the Park
- Promoted Music on the Square
- Promoted Brews & Tunes
- Occasionally created general posts
- Promoted blogs Jonesborough is featured in
- Promoted blog I wrote about Jonesborough Days
- Promoted Heritage Alliance's Town Tours & the Chester Inn
- Promoted Wetlands Water Park
- Promoted the Jonesborough Farmers Market

### **Mainstreet Facebook and Instagram Pages**

- Promoted StoryTown Radio Show
- Promoted Dinner on the Diner
- Promoted Jonesborough Christian Church yard sale
- Promoted Jonesborough Days (this included the kickoff dinner, kids' activities, fireworks, parade, live music, crafters and food.)
- Promoted Yoga in the Park
- Promoted the Garden Gala
- Promoted Music on the Square
- Promoted Brews & Tunes
- Occasionally created general posts
- Promoted blogs Jonesborough is featured in
- Promoted Heritage Alliance's Town Tours & the Chester Inn
- Promoted Wetlands Water Park



## **Other Social**

- Posted on Wetlands Facebook page.
- Posted on Jonesborough Senior Center Facebook page
- Posted consistently on Music on the Square, Jonesborough Days and Brews & Tunes pages.

## **General**

- Scheduled and sent reminders for media spots for the McKinney Center, Jonesborough Days, the dining car event, Brews & Tunes, Wetlands and Music on the Square.
- Scheduled media spots for the JBO Radio Show.
- Sent news releases for all aspects of Jonesborough Days including the parade, Main Stage entertainment, contests and socials, kids' activities, and food.
- Sent news releases for the Heritage Alliance, McKinney Center, StoryTown Radio Show, Music on the Square, Brews & Tunes, Flag Day, and updates for road closures.
- Did one media interviews for Jonesborough Days for WJHL
- Put together tent cards and printed them off
- Passed out tent cards to local merchants
- Attended marketing meeting with McKinney Center
- Attended Flag Day and took photos
- Created cover for McKinney Center's Fall Classes that was not used
- Wrote and promoted blog about Jonesborough Days
- Attended Jonesborough Day meeting with street, fire, sewer and police department
- Attended Pinnacle Awards and promoted winnings on social media

## **Jonesborough Days**

- Helped with kick off dinner. Also helped set up and take down tables and chairs for event.
- Managed volunteers
- Helped put tape on the street for crafter set up
- Helped crafters set up their booths by showing them their space and handing them information packets
- Took photos of the parade, fireworks, live music, doc's front porch, crafters and general. Photos can be found here:  
<https://www.dropbox.com/scl/fo/64pfygm1317p07wik7len/h?rlkey=ukcv6ngce471eafwtcmfqk3p1&dl=0>.
- Help with registration with Moonpie Contest
- Passed out watermelon
- Sent out news release with updated photos



### Jonesborough Department of Public Safety June 2023 Monthly Report

- **CITATIONS**

The department issued a total of **(288)** citations for the month of June, which consisted of the following violations: **(98)** Speeding, **(23)** Financial Responsibility, **(25)** Registration Violations, **(11)** Seatbelt Law, **(9)** Failure to Obey Traffic Control Device, **(4)** Due Care, **(58)** Light Law Violations, **(32)** Hands-Free Cell Phone Use/Cell Phone in School Zone, as well as other moving violations. There were also **(146)** written warnings issued for various violations. There were **(8)** Parking Citations and **(1)** Municipal Ordinance Violation.

- **ARRESTS**

A total of **(122)** arrests were made for the month of June, including **(3)** DUI, **(1)** Felony Charge, and **(122)** Misdemeanor Charges.

- **CRIMINAL INVESTIGATIONS**

CID Investigator C. Couch had **(5)** Assigned Cases for the month of June. He was able to close **(2)** of those cases with **(3)** remaining active. Lt. C. Reece had **(3)** Assigned Cases for the month of June. He was able to close **(1)** of those cases with **(2)** remaining active.

- **MOTOR VEHICLE CRASHES**

A total of **(16)** crashes were reported and investigated for the month of June. 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 June, K9, *Cygan*, was involved in **(3)** deployments, **(12)** Training Hours, and **(0)** Arrests. K9, *Falco's* hours were not reported. K9, *Bond* was involved in **(5)** deployments, **(18)** training hours, and **(0)** Arrests.

- **RESERVES**

The reserve officers contributed **(5.5)** hours for the month of June. Reserve Officer R. Collins contributed all of these hours.

- **CODE ENFORCEMENT**

There were **(11)** ordinance violations issued during the month of June. These matters will be heard in Municipal Court in the coming weeks.

- **DISPATCH TRANSACTIONS FOR JCPD**

For June, our dispatchers have assisted Johnson City Police Department with approximately **(28)** Transactions.

- **OTHER CALLS FOR SERVICE**

There were **(1290)** CAD Entries for the month of June.

- **DISPATCH PHONE CALL LOGS**

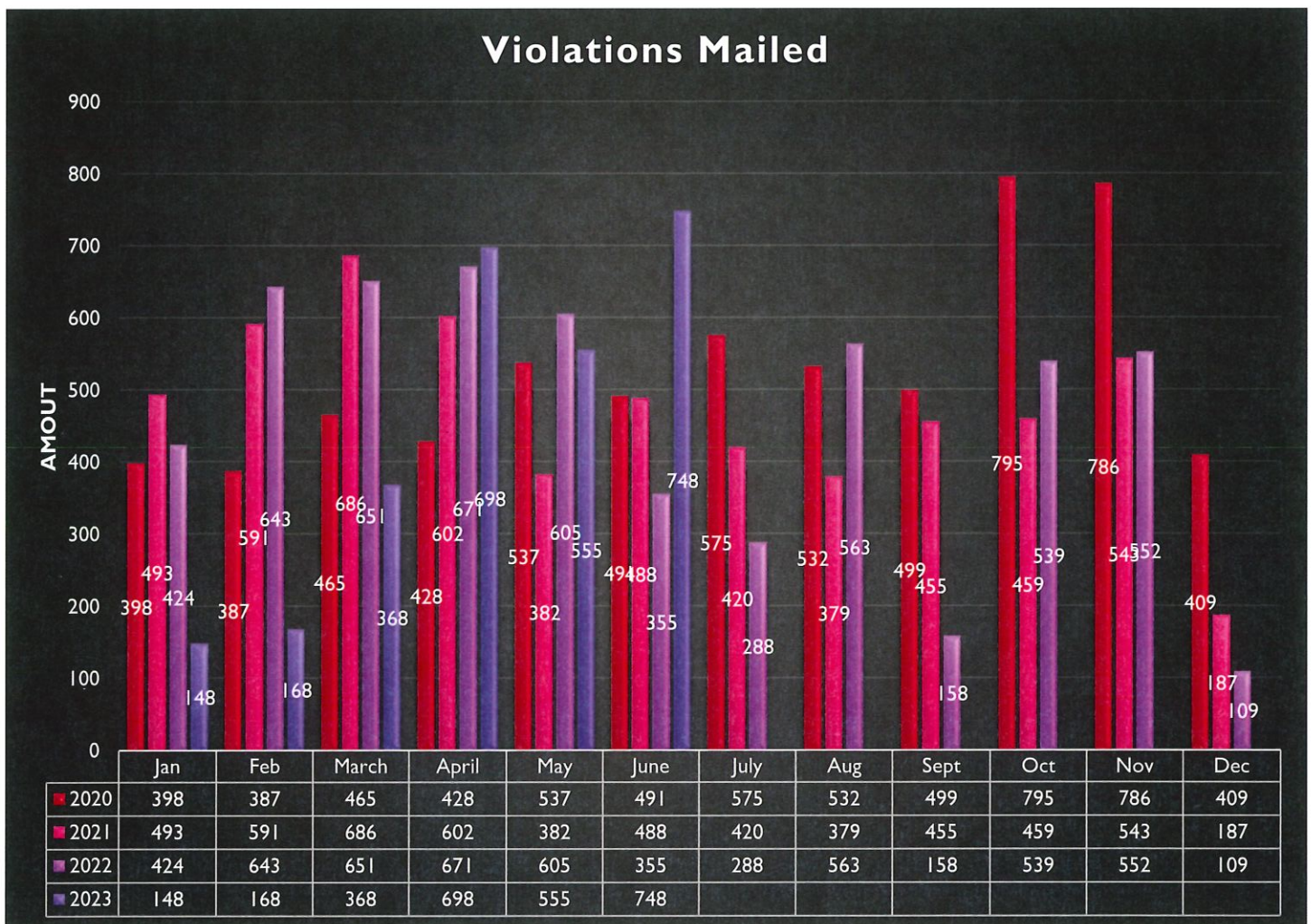
For June, Dispatch phone calls were not consistently tracked to give a detailed report, although it should be noted that phone calls for other issues, such as water outages, have decreased with the new configuration of phones, training, and automated messages regarding these matters.



### June 2023 Redflex Report

From June 1<sup>st</sup> through June 30<sup>th</sup> the traffic cameras registered a total of **(748)** violations with **(217)** violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected **(170)** resulting in **(361)** violations mailed. The primary reasons for violations being dismissed were Plate/Signal/Vehicle Obstruction **(47)** and Incorrect/Incomplete DMV, Sun Glare/Weather/Nature, and Extended Vehicle **(65)**. There were **(32)** rejections for Wrong or No DMV/ Paper Plates.

The highest number of violations occurred at Forrest at Jackson- Food City (Southbound) with **(349)** violations followed by Jackson at Forrest (Westbound) with **(152)**.



## 2023 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	5	350,900.00	1,929.95	1	1	1	1	1
February	12	2,031,200.00	11,171.60	8	0	3	0	1
March	35	3,776,990.00	23,648.20	28	0	6	0	1
April	13	284,035.04	1,662.20	0	2	8	1	2
May	25	2,322,195.00	12,791.70	18	3	3	1	0
June	32	2,278,158.00	12,529.92	14	0	14	2	2
July								
August								
September								
October								
November								
December								
<b>TOTALS</b>	<b>122</b>	<b>\$11,043,478.04</b>	<b>\$63,733.57</b>	<b>69</b>	<b>6</b>	<b>35</b>	<b>5</b>	<b>7</b>

	<u>Monthly Total</u>	<u>Year-To-Date</u>
New House Permits	2,103,358.00	\$10,070,358.00
New House Permit Fees	11,568.52	\$57,543.02
Commercial Permits	22,000.00	\$245,590.00
Commercial Permit Fees	121.00	\$1,353.50
Renovations, Additions Permits	152,800.00	\$727,530.04
Renovations, Additions Permit Fees	840.40	\$4,837.05

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

YEAR - 2022				YEAR - 2023			
MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE	MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE
January	32	4,150,874.00	15,055.95	January	5	350,900.00	1,929.95
February	25	2,533,250.00	9,778.20	February	12	2,031,200.00	11,171.60
March	56	3,497,562.97	12,680.04	March	35	3,776,990.00	23,648.20
April	46	3,278,823.57	13,891.29	April	13	284,035.04	1,662.20
May	46	6,016,981.58	22,458.30	May	25	2,322,195.00	12,791.70
<b>June</b>	<b>55</b>	<b>5,955,737.98</b>	<b>18,896.18</b>	<b>June</b>	<b>32</b>	<b>2,278,158.00</b>	<b>12,529.92</b>
July	30	1,804,047.64	7,448.17				
August	51	1,944,295.76	8,071.88				
September	55	3,745,557.73	15,378.79				
October	44	6,598,900.00	34,716.14				
November	17	3,132,000.00	17,715.50				
December	19	3,599,050.00	19,794.78				
<b>TOTALS</b>	<b>476</b>	<b>\$46,257,081.23</b>	<b>\$195,885.22</b>	<b>TOTALS</b>	<b>122</b>	<b>\$11,043,478.04</b>	<b>\$63,733.57</b>

**TOWN OF JONESBOROUGH  
2023 BUILDING PERMITS**

	DATE	OWNER	ADDRESS	CONSTRUCTION	COST	FEE
<b>June</b>						
	6/1/23	H & L Properties	Boones Creek Road	Sign	10,000.00	55.00
	6/5/23	American Home Place	403 South Cherokee St	House	329,250.00	1,810.93
	6/12/23	William Weber	185 Chucks Alley	New Tri-Plex	175,000.00	962.50
	6/12/23	William Weber	187 Chucks Alley	New Tri-Plex	175,000.00	962.50
	6/12/23	William Weber	189 Chucks Alley	New Tri-Plex	175,000.00	962.50
	6/12/23	Arnett Plumbing	328 Wilson Knob	Plumbing	N/A	N/A
	6/12/23	Arnett Plumbing	326 Wilson Knob	Plumbing	N/A	N/A
	6/12/23	Fred Kemp	136 Thompson Meadow Lane	Shed Roof Over Deck	3,000.00	16.50
	6/13/23	Joseph B Rightmyer	109 Heritage Place Dr	Addition	80,000.00	440.00
	6/14/23	David Saults Plumbing	101 Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	103 Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	109 Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	111 Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	120 Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	122 Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	128Alders Grove	Plumbing	N/A	N/A
	6/14/23	David Saults Plumbing	130 Alders Grove	Plumbing	N/A	N/A
	6/14/23	D.L. Horton	480 Vogt Drive	Townhouse	123,901.00	681.45
	6/14/23	D.L. Horton	482 Vogt Drive	Townhouse	123,012.00	676.57
	6/14/23	D.L. Horton	484 Vogt Drive	Townhouse	123,901.00	681.45
	6/19/23	Privett's Construction	202 Royal Oaks Drive	A-Frame over Front Porch	1,500.00	8.25
	6/19/23	Mandy Reed	917 West Main Street	Deck	2,300.00	12.65
	6/20/23	D.L. Horton	514 Vogt Drive	Townhouse	128,156.00	704.86
	6/20/23	D.L. Horton	510 Vogt Drive	Townhouse	128,156.00	704.86
	6/20/23	D.L. Horton	512 Vogt Drive	Townhouse	128,156.00	704.86
	6/21/23	Jerry's Sign Inc.	1577 West Jackson Blvd	Building Sign	12,000.00	66.00

**TOWN OF JONESBOROUGH  
2023 BUILDING PERMITS**

	DATE	OWNER	ADDRESS	CONSTRUCTION	COST	FEE
<b>June - Page 2</b>						
	6/20/23	D.L. Horton	532 Vogt Drive	Townhouse	123,901.00	681.45
	6/20/23	D.L. Horton	530 Vogt Drive	Townhouse	123,012.00	676.57
	6/20/23	D.L. Horton	528 Vogt Drive	Townhouse	123,012.00	676.57
	6/20/23	D.L. Horton	526 Vogt Drive	Townhouse	123,901.00	681.45
	6/27/23	Brett Woodley	211 Bethany Drive	Addition	60,000.00	330.00
	6/29/23	Terry Grammer	1206 Greenlee Drive	Deck - 15' x 15'	6,000.00	33.00
				<b>TOTAL</b>	<b>\$2,278,158.00</b>	<b>\$12,529.92</b>

**July 2023  
Animal Control**

<b>DATE</b>	<b>DISPOSITION OF ANIMAL</b>	<b>SPECIES</b>	<b>NAME &amp; ADDRESS</b>	<b>TYPE OF ACTION TAKEN</b>
6/2/2023	DOA	DEER	W. JACKSON BLVD	DISPOSED OF
6/5/2023	DOA	RACCOON	WASHINGTON AVE	DISPOSED OF
6/8/2023	DOA	OPPOSSUM	W. MAIN/2ND AVE	DISPOSED OF
6/9/2023	NUISANCE	BAT	100 W. MAIN ST	NO BAT FOUND/LOCATED
6/13/2023	CAUGHT IN TRAP	RACCOON	601 W. MAIN ST	DISPOSED OF
6/13/2023	RUNNING LOOSE/NUISANCE	KITTEN	506 LOCUST ST	TRANSPORTED TO WCJICAS
6/20/2023	DOA	DEER	812 E. JACKSON	DISPOSED OF
6/20/2023	CAUGHT IN TRAP	OPPOSSUM	114 LAWING AVE	DISPOSED OF
6/21/2023	DOA	RACCOON	103 FOREST DR	DISPOSED OF
6/21/2023	NUISANCE;/BAT ON SIDEWALK	BAT	100 W. MAIN ST	NO BAT FOUND/LOCATED
6/22/2023	CAUGHT IN TRAP	CAT/KITTENS	242 SWEETGRASS LN	TRANSPORTED TO WCJICAS
6/27/2023	CAUGHT IN TRAP	KITTEN	242 SWEETGRASS LN	TRANSPORTED TO WCJICAS
6/27/2023	DOA	DEER	WETLANDS WATER PARK	DISPOSED OF
6/27/2023	DOA	OPPOSSUM	1409 TN 81	DISPOSED OF
6/28/2023	DOA	OPPOSSUM	100 BOONE ST/E. JACKSON BLVD	DISPOSED OF
6/28/2023	DOA	RACCOON	401 E. JACKSON BLVD	DISPOSED OF
6/30/2023	DOA	SQUIRREL	311 W. MAIN ST	DISPOSED OF
6/30/2023	CAUGHT IN TRAP	KITTEN	242 SWEETGRASS LN	TRANSPORTED TO WCJICAS





## TOWN OF JONESBOROUGH

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

Street Department

Monthly Report

June 2023

The month of June was a busy work month filled with activity for the Street Department. The month consisted of much prep work in advance of one of the largest events on our yearly calendar, Jonesborough Days. Forces also worked alongside Parks and Recreation Forces on several projects to update parks, Town Hall grounds and an area adjacent to the Veteran's Memorial on Boone Street. Forces also coordinated and worked with Bright Ridge tree cutting Forces on the N. Cherokee Street road improvement project. This work was indirectly connected to the new K-8 school project.

Forces assisted and worked alongside Bright Ridge tree cutting Forces to remove trees/vegetation in the 600 block of N. Cherokee Street. Many trees needed to be removed and hauled away from that area, as a new Bright Ridge service line was to be located in that area to serve the new K-8 School needs. Street Forces coordinated the work schedule w/Bright Ridge, so Street Forces could place (as a courtesy) traffic control devices for Bright Ridge Forces working in the area each day. This Street and Bright Ridge cooperative venture is an ongoing work relationship that serves both parties well. A media blast was in place each day that Bright Ridge Forces worked in the area, to create an awareness of the traffic modifications that could impact motorists. Street Forces also used equipment to remove brush/tree material in the mornings in advance of Bright Ridge Forces beginning more tree cutting operations. In advance of the tree removing activity, Street Forces mowed the ROW's in that area, so Bright Ridge would have good access to the areas in which they needed to operate from. The Bright Ridge tree removal Forces completed their tree cutting work in advance of Bright Ridge contractors setting new power poles in the area. Todd Wood and the Street Director met on site w/Bright Ridge Forces to coordinate exact placement of the new power poles. Currently Bright Ridge is placing the new power poles and Street Forces have some clean-up of tree cut-offs remaining. Ultimately, storm drainage and a sidewalk will be installed, and the road will be widened. This project is ongoing.

Street Department Forces assisted the Parks and Recreation department on several projects updating the grounds of several town owned properties. Forces assisted P & R on the Golden Oak Park refresh. Forces helped Parks and Rec Forces in placing new grass sod, placing stone spillways for storm water runoff, placing mulch in dedicated areas, trimming trees and loading and hauling away brush. Forces also updated the roof drainage of the pavilion, placing some new drainage piping to repair the drainage system.

Forces swept and cleaned the parking area, repaired a portion of the pavilion roof and helped place playground sand in specified areas.

Forces also assisted Parks and Recreation with a refresh of the grassy area adjacent to Boone Street near the Veteran's Memorial area. Forces used equipment to remove several overgrown juniper shrubs. Forces removed the shrubs and loaded and hauled to be recycled. Forces picked up/loaded river rock that had originally flanked the junipers. Forces used the 'found' river rock, to construct storm water spill ways on the Golden Oak Park refresh project. Forces loaded and placed top soil in the area @ Veteran's Park so Parks and Recreation Forces could install new plantings. Forces then assisted Parks and Recreation in placing new grass sod in the area. Forces loaded and hauled away any brush generated from the project, as several low hanging trees on Boone St were trimmed during this same time. Forces also removed a large mulched area near the Town Hall entrance @ the Water Department, so new grass sod could be placed in that area, to soften the look. A redbud tree was trimmed, and grass sod was placed.

Forces also assisted P & R in loading/hauling pallets of mulch for a refresh of the planting beds in the median of E. Jackson Boulevard. Forces hauled the bagged mulch, then the bags of mulch were offloaded so the contractor could later place the mulch. Parks and Rec knew exactly how many bags of mulch to place where, so the contractor would have easy access to the bags of mulch. Street Forces assisted in these efforts, and provided traffic control for the safety of the operation on busy Jackson Boulevard.

Forces placed a good bit of time and concentrated efforts, in sprucing up town streets and Right of Ways (ROW's) throughout town in advance of the Jonesborough Days Festival. The weekend's activities consisted of festival goers coming in to town from all directions, vendors/crafts on downtown streets during the festival, a Saturday morning parade on Jackson Blvd, and a fireworks display to close the festival. That being said, most of the town would be viewed by people attending the festival, so most areas of town needed attention. Forces began trimming offending vegetation from town ROW's a couple weeks in advance of the festival. Forces swept town streets on more than one occasion. Forces cleaned parking areas, trimmed low hanging branches, trimmed trees from in front of street lights on Main, repaired potholes, repaired road shoulders, used weed eaters to remove vegetation from street corners and around signs, and more. Forces used the open broom sweeper to clean ROW's on State Routes, specifically Jackson Blvd as the parade participants/floats would be using that road shoulder. Forces attempted to place a polished appearance on town streets and ROW's where possible. Forces also had to dedicate time to assembling the massive amount of traffic control devices needed to place for the parade, as well as for closing town streets during the festival. Forces placed traffic control Saturday morning for the parade, then assisted JPD in 'manning' a post during the parade. After the parade concluded, traffic control on Jackson Blvd was removed as expeditiously as possible. Forces reported in to work again on Sunday evening, in advance of the fireworks display, to again place a large amount of traffic control devices used to channel traffic before and especially after the fireworks, so the large amount of vehicular traffic could be moved out of town quickly and safely. Both events were not without traffic related hiccups, but overall the traffic control plan worked well for both large events, and for the festival as a whole. Festival goers seemed to enjoy the efforts of ALL town Forces involved, and those efforts were no small thing. It is a reward in itself, to see people enjoying the efforts put forth by the town leadership and staff in putting on the Jonesborough Days celebration in Tennessee's oldest town.

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

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

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

Director of Streets  
Malcolm Highsmith

## Street Department – 1320 – June 2023 Daily Work Record (DWR)

6/1/2023

1. Street Department Forces worked @ the Wetland's facility placing top soil and sowing grass seed and straw matting to secure an area of earth adjacent to rear parking/pool area
2. Forces used mower to mow tall grass along side of former 'slide' area @ the Wetland's facility
3. Forces used equipment to excavate downspout/drainage pipe area(s) @ the JPD training facility
4. Forces transported piping and materials from Fergusons to the JPD training facility for installing as roof drain piping

6/2/2023

1. Street Department Forces removed brush piles along the E. Main sidewalk project in advance of the Garden Gala event over the upcoming weekend
2. Forces used concrete sealer to seal sidewalks on the E. Main sidewalk project
3. Forces completed roof drainage installation @ the JPD training facility
4. Forces swept new curbs along E. Main Street with street sweeper
5. Forces removed a pile of brush and a small dead tree in New Halifax in advance of the Garden Gala event
6. Forces patched pothole near drainage structure on S. 1<sup>st</sup> Ave

6/5/2023

1. Street Department Forces repaired top of drainage structure (grate) on E. Main St near intersection w/Franklin Avenue. A truck and trailer had damaged the grate and pulled away from the drainage structure
2. Forces swept Shell Road after weekend storms had washed some debris onto the roadway. Forces used sweeper truck to clean curb lines
3. Forces removed part of a dead tree overhanging Shell Road right of way (ROW)
4. Forces repaired 'trench drains' @ the Wetland's facility due to having come loose
5. Forces brought truck mounted crane onsite to pull faulty water pump @ Wetlands pool
6. Forces mowed ROW's in town. Forces mowed College St and Ben Gamble Rd

6/6/2023

1. Street Department Forces sowed grass seed and placed straw over drainage backfill areas on the JPD training center project
2. Forces loaded (2) trucks with top soil to place in dry area as rain event was approaching
3. Force used grinder to grind offset edge of sidewalk adjacent to Veteran's Park on Boone Street
4. Forces used truck mounted crane to pull non-functional pool pump @ Wetlands. Forces loaded the pump onto a waiting Valley Equipment service truck for repairs

6/7/2023

1. Street Department Forces placed 'No Parking This Block' signage on S. 1<sup>st</sup> Avenue
2. Forces replaced sections of split rail fencing that had been damaged on S. 1<sup>st</sup> Avenue extension.
3. Forces placed reinforcing steel and concrete in sinkhole/pothole near small drainage inlet on S. 1<sup>st</sup> Avenue
4. Forces transported knuckle boom truck to the JPD training facility to project refuse could be loaded out of the building/project

6/8/2023

1. Street Department Forces replaced missing split rail fencing @ pedestrian crossing on Woodrow Avenue
2. Forces set up truck mounted crane to replace pool water pump after repairs had been accomplished by Valley Equipment. Forces set pump, then removed crane
3. Forces transported knuckle boom truck from JPD training facility, and emptied contents into trash dumpster
4. Forces repaired brick catch basin on S. First street adjacent to the Moore house. Forces mixed and poured concrete to repair catch basin
5. Forces raised street sign near 500 W. Main Street due to being too low for pedestrians to safely pass by
6. Forces mowed town ROW's on N. Cherokee St, Rocky Hollow Rd, Skyline Dr, and W. College St

6/9/2023

1. Street Department Forces transported asphalt for patching potholes from Pave-Well. Forces placed 3.98 tons of asphalt. Forces patched Boones Creek Road near Parsons Circle, Forest Drive, and aprons on E. Main Street near N. Lincoln Ave and Franklin
2. Forces placed asphalt to repair uneven area of exit @ New Halifax
3. Forces used asphalt to patch around repaired catch basin on S. 1<sup>st</sup> Avenue

6/12/2023

1. Street Department Forces cut and removed fallen trees resulting from weekend storm event. Forces removed fallen trees from 1401 Rocky Hollow, which had caused the road to be impassible.

2. Forces removed fallen trees on N. 1<sup>st</sup> Avenue, that had the road to be closed. Forces worked w/Bright Ridge Forces as live power line had been taken down with this fallen tree.
3. Forces cut/removed (3) trees on N. 1<sup>st</sup> Avenue that were laying on a street light/power pole. Forces removed all trees/brush and took to recycle yard
4. Forces loaded and transported ceramic tile from the Stage Door project for use on future project. Forces offloaded the tile @ Street Dept shop

6/13/2023

1. Forces united w/Parks and Recreation Forces to work on revamping the Golden Oak Park. Forces removed brush, placed rip-rap stone for erosion prevention, placed sand and mulch, repaired roof of pavilion and installed drainage for pavilion.
2. Forces placed traffic control devices for Bright Ridge tree trimming Forces in the 600 Block of N. Cherokee Street. Forces coordinated w/Bright Ridge Forces to remove tree parts that BR Forces could not grind into mulch. Forces removed traffic control devices after BR Forces had completed their work
3. Forces provided traffic control devices for contractor setting heating units atop the Jackson Theater.

6/14/2023

1. Street Department Forces loaded out and removed tree log cutoffs from N. Cherokee as part of the Bright Ridge tree Forces work efforts.
2. Forces used traffic control devices to close the 600 block of N. Cherokee so Bright Ridge Forces could again remove trees from the ROW
3. Forces again worked with Parks and Recreation Forces on the Golden Oak Park project Forces hauled bagged mulch for the project
4. Forces removed traffic control on N. Cherokee St after Bright Ridge operations had concluded

6/15/2023

1. Street Department Forces used traffic control devices to close the 500 block of N. Cherokee Street for Bright Ridge Forces
2. Forces completed placing playground mulch on the Golden Oak Park remodel project. Forces worked along side Parks and Rec Forces
3. Forces loaded and placed (2) loads of topsoil on the Boone Street/Visitors Center landscape update project. Forces placed the topsoil and raked smooth
4. Forces removed traffic control devices to open N. Cherokee Street after Bright Ridge tree cutting Forces had concluded work for the day

6/16/2023

1. Street Department Forces completed placing top soil in grassy island on Boone Street/Visitors Center. Forces raked the dirt smooth after placement as well as using tiller to smooth the dirt after placement
2. Forces loaded and placed 'leaf mulch' in planting bed areas of the Boone St/Visitors Ctr landscape improvement project
3. Forces used tractors with shoulder mower and side-arm mower to mow vegetation from town ROW's. Forces mowed College St, High St and 2<sup>nd</sup> Ave.

6/17/2023 Saturday, Forces mowed ROW's on Boones Creek Road

6/19/2023

1. Street Department Forces used traffic control devices to close N. Cherokee to thru traffic so Bright Ridge tree cutting Forces could continue removing trees in the 500 block of N. Cherokee St
2. Forces used tractors with shoulder mower and side-arm mower to mow vegetation from Forest View, 4<sup>th</sup> Ave, Stage Road, Old SR-34. Forces also mowed ROW along town property on old SR-34
3. Forces transported Grade C base stone to JB middle school parking area to smooth entrance to parking area for JB Days. Rachel Conger received permission to accomplish the work
4. Forces used weed eaters to trim vegetation on Forest View, S. Cherokee St and Stage Road
5. Forces removed traffic control devices to open N. Cherokee St after Bright Ridge Forces had concluded operations

6/20/2023

1. Street Department Forces used traffic control devices to close the 500 block of N. Cherokee St in advance of Bright Ridge Forces continuing tree cutting operations in that area. Street Department Forces used knuckle boom to pick up and remove tree cut-offs/stumps from the previous two days cuttings from Bright Ridge. Forces hauled the material to the brush yard to be recycled
2. Forces used the knuckle boom truck to remove storm debris from town streets. Forces removed brush from Old Bugaboo, Meadowbrook Ave, Jackson Blvd.
3. Forces used Mini-Excavator to remove ornamental grasses near the Visitors Center. Forces used the knuckle boom truck to remove brush from Town Hall and the Post Office area as well. Forces transported brush to the brush yard to be recycled
4. Forces removed traffic control devices from N. Cherokee St after Bright Ridge operations concluded for the day

6/21/2023

1. Street Department Forces used traffic control devices to close the 500 block of N. Cherokee St in advance of Bright Ridge Forces continuing tree cutting operations. Forces used the knuckle-boom truck to remove tree cut-offs in advance of Bright Ridge beginning their operations. Forces transported the debris to be recycled
2. Forces excavated and removed a mulched area near the south entrance to Town Hall. Parks and Recreation Forces were to install grass sod in this area. Forces loaded and removed the material/spoil
3. Forces used tractor and box blade to grade the stone service alleys in New Halifax. Forces transported asphalt roller to New Halifax to use to compact the stone as it was being graded in the alleys
4. Forces used the Vac Truck/sweeper to sweep downtown streets in advance of the upcoming JB Days events
5. Forces used the open broom to sweep town streets having no curbing. Forces swept West Main, Maple Drive, Charlem Hills, Shell Road, Forest View, Pine St, Grandview, Patton Drive, Depot St and N. Cherokee St
6. Forces used knuckle-boom truck to pick up and remove all brush in the Walnut Grove subdivision
7. Forces removed traffic control after tree cutting/clearing operations had concluded for the day

6/22/2023

1. Street Department Forces used Vac Truck/sweeper to sweep town streets in advance of JB Days.
2. Forces cleaned bridge decks on parallel bridges on Hwy 11-E.
3. Forces inspected and cleaned storm drain inlets in advance of incoming storm event. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond @ the 4 Oaks facility is functioning as designed.
4. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.
5. Forces used tractor and side-arm mower to mow ROW's on Hwy 11-E from Persimmon Ridge Road to Forest Drive



6/23/2023

1. Street Department Forces transported and set up man lift to install downtown camera atop camera pole near the Maker's Fair shop on Boone Street. Forces worked w/the camera installer to place the camera mounts, camera and wiring for the new camera on Boone Street. Forces removed the man lift once the camera and equipment was in place and operating
2. Forces used the Vac Truck/sweeper to clean town streets, as well as cleaning the Parson's Table parking lot in advance of the JB Days events. Forces loaded and hauled out trash, brush and debris from the lot
3. Forces replaced 20 mph speed limit sign on Fox street. The sign had been defaced by paint
4. Forces trimmed trees in planter boxes on W. Main St. from 1<sup>st</sup> Ave to 2<sup>nd</sup> Ave in advance of vendors placing tents in that area
5. Forces cleaned silt/small stone from W. Main near UT extension office
6. Forces cleaned mud in road on Boone St near Visitors Center

6/26/2023

1. Street Department Forces cleaned parking lots adjacent to Boone Fresh Market, Visitors Center and Library in advance of JB Days. Forces trimmed low hanging tree branches in Visitors Center grassy area, as well as trees on Christopher Taylor Lane.
2. Forces removed and replaced brick pavers in several locations on Main Street per Chief Fritts supplied locations. Forces repaired uneven pavers near Chester Inn, behind Christopher Taylor home, Jackson Theater catch basin area, Eureka Inn, and two other locations on the north side of W. Main St
3. Forces placed fill dirt in eroded road shoulder in corner of Sabin near intersection w/College Street. Forces leveled grass shoulder in that area as well, to prevent a possible trip hazard
4. Forces picked up and transported brush pile @ the request of P & R working behind Courthouse
5. Forces cleaned dump truck/bed of truck used for asphalt placement

6/27/2023

1. Street Department Forces used tractor and boom mower to mow ROW's on E. Jackson Blvd in advance of JB Days.
2. Forces used small tractor & bush hog to clear vegetation in several areas on Jackson that boom mower cannot clear
3. Forces used weed eaters to clear vegetation from around signage, guardrails and fire hydrants
4. Forces inspected and cleaned all storm drain inlets throughout town

6/28/2023

1. Street Department Forces mowed ROW's on W. Jackson Blvd using tractor and boom mower.
2. Forces mowed ROW @ corner of Angle Ave/Locust Street. Forces also used weed eaters to clear tall vegetation @ that corner, as the property on the corner is currently abandoned
3. Forces mowed ROW's on Old Bugaboo and the new Boones Creek Road.  
Forces mowed ROW's on Forest Drive and old Boones Creek Road
4. Forces transported (10) pallets of mulch for Parks and Recreation to place in medians on E. Jackson Blvd
5. Forces used weed eaters to weed eat around sign posts, fire hydrants & guardrail on W. Jackson Blvd

6/29/2023

1. Street Department Forces cleaned rock/debris in front of concrete wall on Boones Creek Road near Tractor Supply
2. Forces used sweeper truck to clean curb line of medians on E. Jackson Blvd, east and west bound sides
3. Forces cleaned loose rock, dirt, debris from road shoulder of Boone Street
4. Forces placed asphalt to patch potholes on Boone Street near Post Office.
5. Forces patched potholes on E. Woodrow, High St and Ben Gamble Road
6. Forces cut/removed tree limb that fell onto Rocky Hollow Road
7. Forces offloaded (10) pallets of mulch onto medians of E. Jackson Blvd. Forces returned to Lowe's to transport more pallets of mulch for the E. Jackson mulch project

6/30/2023

1. Street Department Forces inspected/cleaned storm drains throughout town in advance of impending heavy rain/thunderstorms
2. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond @ the 4 Oaks facility is functioning as designed.
3. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.
4. Forces used semi truck/trailer to transport golf carts for JPD/JB Days
5. Forces placed cones and barricades for upcoming JB Days parade
6. Forces placed water barricades Main St. for JB Days
7. Forces used traffic control to close Main Street from Fox – 2<sup>nd</sup> Ave for vendor set up for JB Days

# Utility Manager Monthly Report

## June 2023

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

Distribution department installed 11 new service taps and repaired 33 service leaks for the month of June. The distribution department also completed 68 miscellaneous work orders and located 230 TN 811 one calls. The distribution construction crew installed 2000 feet of 6" forcemain across the Slonaker property.

Water Quality Department read 12,941 meters for the month of June. The Water Quality Department cut off 269 meters with 136 of those for nonpayment. The Water Quality Department had a total of 14,781 total actions taken in the month of June. As of June 30<sup>th</sup>, Vepo has changed out 11,942 meters to the new AMR meter system. The Water Quality Department completed all scheduled flushing for the month of June.

Water Plant processed 77.947 million gallons of water with a daily average of 2.598 million gallons per day in the month of June. 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 44 feet for June and Woodlawn Tank has maintained an average level of 24 feet for June.

Wastewater Department operated under normal conditions for the month of June. Wastewater had 3 releases in June due to electrical and clogging issues. The North Cherokee extension is at the 85% completion mark. The new school sewer was completed. All industries are within compliance. The WWTP is operating well. The diesel redundancy pump did operate in June. The month of June experienced 14 days of precipitation for a total of 5.56 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For June, this rate was 34%, equating to an average of nearly 298,000 gallons daily.

County water line construction crew finished the Malone Hollow Rd project which is the 6<sup>th</sup> of 8 projects that are planned. The construction crew has started the next project which is the Saylor Hill Rd. water line extension and has installed @ 4,260 feet of 6" DIP as of June 30<sup>th</sup>. To date the Construction crew has installed @ 42,500' of 6" DIP.

We had a busy June in Utilities. As of June 30<sup>th</sup>, 2023, Distribution has 2 total vacancies. The Water Quality Department has one vacancy, Water Treatment Plant and Wastewater is currently fully staffed. We are actively interviewing potential employees, but we struggle when it comes to start out pay to attract the people with the skill set, we need. I am working daily with GRW on the planning and design phase of the Water Treatment plant and transmission line. We have submitted the new Water Plant plans to SRF for review. We should be getting feedback in a few weeks on what the next steps are that we need to take. I am also working with Brightridge to formulate a plan to install generators at our pump stations and at the Water Treatment plant.

Kevin Brobeck

Utility Manager

**Town of Jonesborough  
Water Quality Department  
Monthly Report  
June**

Meters Read:

12,941

Meters Cut On:

330

Meters Cut Off:

269

Meters Rechecked

105

Meter Maintenance:

29 Meter lids replaced

76 Meters marked

417 Meter locates

35 Meters changed to AMR

Total Changed: 11,942

Water Cut Off List:

136 meters

Customer Complaints:

53

Water Line Flushing:

Complete system flushed

Service Line Leaks:

New Taps

Valve Maintenance:

18 Valves exercised

Cross Connection:

Checked for 1 cross connections  
(No cross connection)

Water Line Locates:

406

Total Actions Taken:

14,781

**Town of Jonesborough  
Water Quality Department  
Weekly Report  
June-26-June-30**

<u>Meters Read:</u> 4,644	<u>Meters Cut On:</u> 103	<u>Meters Cut Off:</u> 83	<u>Meters Rechecked:</u> 31
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Meter Maintenance:  
9 Meters lids replaced  
33 Meters marked  
101 Meter locates  
Meters changed to AMR  
Total Changed: 11,942  
(43) changed last week

Water Cut Off List:  
28 meters

Customer Complaints:  
18

Water Line Flushing:  
Auto Flush Valves  
Ducktown Rd  
Glendale Rd Auto flush valve  
Forestvienvew Dr  
Conklin Rd  
Heritage Ct  
Bennett Ln

Service Line Leaks:

New Water Taps:

Valve Maintenance:

Cross Connection:

Water Line Locates:

Total Actions Taken:  
5,054



## TOWN OF JONESBOROUGH

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

### Monthly Report June 2023

#### Water Distribution

Complaints Total - 4 6- Total Complaints Last Month

Taps Installed - 11 11- Total Taps Last Month

Tennessee One Call - 230 178- Total Last Month

*This Month there were 230 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board*

Water Leaks Total- 33 24- Total Last Month

Down Meters Installed Total - 30 39 - Last Month

Meter Box Replaced Total - 9 5- Total Last Month

Paving Locations - 4 0- Total Last Month

Yard Work Clean Total - 37 0 - Total Last Month

### Projects to be Completed

1. Yards to sow (172 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement
3. Taps to be done =4

### **GPS Project Goals**

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

*The GPS crew started back up in November, 2021. This is a summary of the progress done 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 brief 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 line, valves, hydrants, and meters mapped in a GIS format that can be used on an IPAD for reference on line size and valve location. This will reduce time on leak repair and also help with isolating the water system in putting the fewest customers out of water during a leak repair. It has been suggested that we utilize an intern program from ETSU for the summer. This will help



tremendously due to the department being shorthanded and having only limited time to dedicate to GPS program. At this time and juncture, 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 meters to 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 June Town Crew**

*Town Crew installed an 8" sewer main extension (2,000') at K-8 school. Completed*

*The Town crew has also assisted in changing out old meters and replacing with automatic reads (30).*

### **Upcoming Line Extensions Town Crew**

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

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

*Paynetown Road 300' of 6" water main.*

### **Completed Line Extensions Town Crew**

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

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

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

**Upcoming Line Extensions County Crew**

- Saylor Hill-5,400' DI
- Dry Creek Rd-15,700' DI
- Jackson Bridge?

**County Crew Completed Projects**

Treadway Trail- 3,000' DI-Completed

Greenwood Drive- Cecil Gray to Mill Springs 3,100' DI, Shipley Ct to Oliver Edwards 2,000' DI  
- completed

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

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

Malone Hollow- County Crew- Completed

**County Construction Crew**

**For the month of June 2023**, the County Construction Crew has installed the 1,000' of water line on Saylor Hill Road. The crew has also installed 3- valves, 1-tees, and 1- tap.

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**Current County Crew Project Saylor Hill Road**

4,260' D.I. total to date

**The County Crew started Saylor Hill May 1<sup>st</sup>, 2023**



## TOWN OF JONESBOROUGH

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

# Wastewater – June 2023 Monthly Operations Summary

Date: July 7, 2023

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### Customer Calls:

Total: 5                      Resolved: 5

TN811:            Taken: 260                      Required Action: 152

### Sewer Taps:

New: 19                      Completed: 2\*                      Pending: 3\*                      Pending Contracted: 132\*

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

### Overflows/Releases/Bypasses:

Release:            6/9/23 – Shell Road Station - Electrical  
                          6/12/23 – 317 Depot Street – Wipes (Clog)  
                          6/21/23 – Shell Road LS - Electrical

### Projects Underway:

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

### Projects Completed:

N. Cherokee Sewer Extension is underway beginning at A Station

### System Maintenance:

Line Cleaning: 6000'	Line Inspections: 100'	System Repairs: 1
Station Repairs: 3	Station Cleaning: 12	STEP Unit Repairs: 2

Town of Jonesborough  
Environmental Services  
Department Monthly Report

June 1, 2023  
thru  
June 30, 2023

**Wastewater Plant:** The WWTP is running well. The Diesel Redundancy Pump did operate in June. The month of June experienced 14 days of precipitation for a total of 5.56 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For June, this rate was 34%, equating to an average of nearly 298,000 gallons daily. No Bypasses occurred in the Month of June

**Wastewater Plant Compliance – June 2023**

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	7mg/l – 46lb/d	21mg/l – 167lb/d	N
CBOD Weekly	12mg/l – 77lb/d	25mg/l – 208lb/d	N
CBOD Daily	19mg/l – 95%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	1.25mg/l – 8lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	2.2 mg/l – 14lb/d	12mg/l – 100lb/d	N
Ammonia Day.	3.8mg/l	16mg/l	N
TSS Monthly	11mg/l – 69lb/d	30mg/l – 250lb/d	N
TSS Weekly	12mg/l – 71lb/d	40mg/l – 304lb/d	N
TSS Daily	17mg/l – 91%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	2.3/100ml	126/100ml	N
E. coli Daily	9.8/100ml	941/100ml	N
Chlorine	0.17 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	7.5mg/l	6.0mg/l Minimum	N
pH	7.6su/7.8su	6su – 9su min/max	N

**Sewer Construction/Collection System:** 3 Releases occurred in June. The N. Cherokee Extension is underway and 65% complete. The Boones Creek Extension is 80% complete. The Wilson Property Sewer is 50% Complete. The Washington County Industrial Park Extension is pending the completion of the previous extensions. 6000' of sewer line was cleaned downtown in preparation for Jonesborough Days.

**Industrial Pretreatment:** All industries are within compliance. TDEC conducted a compliance audit on our Industrial Pretreatment Program.

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

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

Cobern O. Rasnick  
Director of Environmental Services

## Work Orders By Type

06/01/2023 to 06/30/2023 as of 7/6/2023  
 ...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	264
WW-Requested Work	4
WW-Corrective	4
<b>Total Work Orders:</b>	<b>272</b>

## Work Orders By Type

09/01/2017 to 06/30/2023 as of 7/6/2023  
 ...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	61
WW-***Emergency** Plant Work	2
WW-Requested Work	7
WW-Corrective	11
<b>Total Work Orders:</b>	<b>81</b>

	Current Month	Previous Month	% Change
Work Orders Generated	314	362	-13%
Percentage of Completion	87%	97%	-10%
Work Orders Completed	272	350	-22%

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

# Jonesborough Water Treatment Facility

## Monthly Report

June 2023

For the month of June, the total amount of water processed was 77.947 million gallons, with a daily average of 2.598 million, a maximum of 2.731 million, and a minimum of 2.361 million. Also, the Plant was in operation for 720 hours this month.

- 6/1- Collected second quarters DBP samples and took them to Pace Analytical
- 6/2- Washed the intake building out and cleaned out the sand trap, we also cleaned off the Johnson Screens.
- 6/5- Received a bulk load of NSF for MIOX generation and tightened the packing on the raw water turbines.
- 6/6- Attended the TCRS retirement meeting and then washed our fleet of vehicles.
- 6/7- Took our monthly fluoride and TOC/DOC verification samples and delivered them to Waypoint Analytical.
- 6/8- Removed the old deck on the mowing trailer and picked up lumber to replace the floor.
- 6/9- Turned in the MOR to our TDEC field office and then went and picked our mower up from Boones Creek Outdoor Power.
- 6/12- Changed oil in all of the high service motors at the Treatment Plant and then went and changed the oil in the vertical turbine motors at the Intake.
- 6/13- Greased all of the gear boxes at the treatment plant and then went and greased all the motors at various other sites.

- 6/14- We were working on the 1920 Ford Tractor when the hood came down on Bobby Freemans' arm, we notified all the appropriate supervisors and sent him to be checked out.
- 6/15- We had to adjust the MIOX peristaltic pump rollers and changed the pre hose, then we had to adjust the pilot valve on our 6" PRV at the Treatment Plant.
- 6/16- Blew the Sediment off of all the Johnson Screens and checked the SCADA systems at each site to see where repairs may need to be completed.
- 6/19- We moved a pallet of PAC from the Treatment Plant to the Raw Water Inatke and set it up to be fed for DBPs and taste and odor control.
- 6/20- Had to spend several hours throttling valves to stabilize the water pressure to our MIOX units.
- 6/21- We installed a 2" PRV to prevent the rupture disks on the MIOX units from being affected we also scheduled the rebuild of the 6" PRV in the basement of the Treatment Plant.
- 6/22- Coagulant was delivered and we had to reverse the flow on the raw water line and flush the sand out that had built up due to high raw water turbidities.
- 6/23- Cleaned all of our LAB equipment, we had to clean the cells out on our chlorine analyzers and perform our second quarter calibrations on all four of our NTU monitors.
- 6/26- Mowed the large field down behind the Treatment Plant and cleaned the coagulant straining system.
- 6/27- Completed the ISO water survey and collected the 3<sup>rd</sup> set of bacteriological samples for the month.
- 6/28- Discovered that Bumpus Cove tank had extremely low chlorine, we then drained the entire tank until we pulled a chlorine residual of 1.2ppm.
- 6/29- We went to Turner Court and flushed until we had a chlorine residual of 1.2ppm.
- 6/30- We rebuilt the entire 6" PRV, we had to shut the plant down for two hours while we completed this.
- All pump stations/tanks have been checked and maintenance performed as needed

- All pump stations, tanks, the intake, and Treatment Facility have been mowed, weedeated, and sprayed weekly.

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

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





Cameo Waters  
Director of Tourism & Main Street  
June 2023 Monthly Report

### **Updates and Projects**

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

### **Main Street and Downtown Update**

Attended the JAMSA board meetings for the month and multiple marketing meetings  
Involved in assisting JAMSA with event planning, event permits, and marketing  
Held Main Street Board meeting and held more discussion about a future plan for jbo, holiday lights, event updates and marketing reports

### **Tourism update**

Hosted TN Crossroads to film in Jonesborough (planned and was tour guide as well as assisting with gathering content)  
Attended the NETN Pinnacle Awards and won social media award, storytown, volunteer of the year  
Strolling Tour Guide is complete and printed. There were additions since the last time it was printed (2013/2014) such as Chuckey Depot.  
*We had WGN Travel Show visit*

*Working with Tennessee Crossroads: This is Nashville Public Television's original production. They will feature Jonesborough. They shot the feature on May 18 and it will air 6-8 months. It will air across Tennessee. But I've been helping them with additional content for their show.*

*We had a visit from Katie Keogh who has a Chicago tv show about travel*

### **Marketing**

Marketing was heavy for Jonesborough Days, Wetlands, Brews & Tunes and MOTS

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

Held a photoshoot for a dog reel and blog for digital marketing

Met with WATE Knoxville to talk about digital marketing options

Began planning for the ARPA funds we'll receive from TDTD

### **Events**

Knee-deep in planning for MOTS, Brews & Tunes, Jonesborough Days, Harry Potter event

Worked on sponsorship for MOTS, Brews & Tunes and JBO Days

### **Brews & Tunes**

- Weather has been great.
- Beer sales have been down but same attendance
- We went up on food truck price. It is now \$100 for dinner and \$75 for sweet trucks.

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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 7

**SUBJECT:** Report on Debt Obligation

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**BACKGROUND:**

On May 8, 2023, the Board of Mayor and Alderman approved the \$1,000,000 Capital Outlay Note for funding needed for continuation of water projects and operational needs. This approval was essential should the town not receive it's \$1.05 million TDEC ARPA reimbursement in a timely manner (no later than 6/19). The town still has not received the TDEC ARPA funds; however, the process is getting closer with expectation funding will be received during July. In lieu of having the TDEC funding in time we moved forward with the note issuance on 6/22/23. See attached Debt Obligation Report CT-0253.

**RECOMMENDATION:**

No action is required, just acknowledgement in the minutes that the Debt Obligation Report CT-0253 related to the General Obligation Capital Outlay Note, Series 2022 in the aggregate principal amount of not to exceed \$1,000,000 was distributed to the Board of Mayor and Aldermen.



Jason E. Mumpower  
Comptroller

### Report On Debt Obligation

Entity and Debt Information		
<b>Entity Name</b>		
Town of Jonesborough		
<b>Entity Address</b>		
123 Boone Street Jonesborough, Tennessee 37650-1390		
<b>Debt Issue Name</b>		
Taxable General Obligation Capital Outlay Note, Series 2023		
<b>Debt Issue Face Amount</b>		
\$1,000,000.00		
<b>Face Amount Premium or Discount?</b>		
N/A		
<b>Tax Status</b>		
Taxable		
<b>Interest Type</b>	<b>Net Interest Cost (NIC)</b>	
Net Interest Cost (NIC)	6.5%	
<b>Debt Obligation</b>		
Note - Capital Outlay Note		
<b>Moody's Rating</b>	<b>Standard &amp; Poor's Rating</b>	<b>Fitch Rating</b>
Unrated	Unrated	Unrated
<b>Other Rating Agency Name</b>	<b>Other Rating Agency Rating</b>	
N/A	N/A	
<b>Security</b>		
General Obligation + Revenue		
<b>Type of Sale Per Authorizing Document</b>		
Negotiated Sale		
<b>Dated Date</b>	<b>Issue/Closing Date</b>	<b>Final Maturity Date</b>
6/22/2023	6/22/2023	6/1/2024

**Debt Purpose**

<b>Purpose</b>	<b>Percentage</b>	<b>Description</b>
<u>Utilities</u>	<u>100%</u>	<u>Reimbursement of portion of costs of automated meter reading infrastructure for water system</u>
<u>Education</u>	<u>0%</u>	<u>N/A</u>
<u>General Government</u>	<u>0%</u>	<u>N/A</u>
<u>Other</u>	<u>0%</u>	<u>N/A</u>
<u>Refunding</u>	<u>0%</u>	<u>N/A</u>

**Cost of Issuance and Professionals**

**Does your Debt Issue have costs or professionals?**

No

**Maturity Dates, Amounts, and Interest Rates**

Year	Amount	Interest Rate
2024	\$1,000,000.00	6.5

\*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

Chuck Vest

Title/Position

Mayor

Email

donna@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

Tennessee Municipal Bond Fund

#### 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

07/10/2023

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

07/10/2023

#### 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**

*Consent Agenda*

**DATE:** JULY 10, 2023      **AGENDA ITEM #:** 8

**SUBJECT:** Declaration of Town Equipment as Surplus

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**BACKGROUND:**

Police Vehicle

We currently have one remaining 2014 Police Interceptor waiting to be sold. This vehicle is a previous K9 vehicle and is still equipped with the specialized equipment utilized by officers and their K9 partners. Police Chief Matt Rice was contacted by Erwin Police Chief Regan Tilson of the Erwin Police Department inquiring on the purchase of the vehicle by his department to use for their newest K9. After some research on the value of the vehicle it was agreed that the market value is \$6500.00.

Chief Rice is requesting Board approval to sale the 2014 Ford Interceptor VIN #1FM5K8AR0EGA70961 to the Erwin Police Department for the sum of \$6500.00.

The Jonesborough PD and the Erwin PD have had a strong law enforcement relationship and partnership over the years including joint investigations and task forces. Working to help our neighboring police department with additional K9 programs will help both Jonesborough and Erwin within our region.

Music on the Square (MOTS) Van

Our MOTS van has been an unreliable form of transportation for the MOTS equipment and other events utilizing the equipment based on several mechanical issues, age, and mileage at 194,204. We repurposed an out of service police SUV with a trailer hitch to the Visitor's Center and we had purchased a trailer to accommodate the equipment for transportation. This solution has provided reliable transportation of equipment, and an assigned vehicle for staff at the center to use for town business.

**RECOMMENDATION:**

1. Approve the surplus of the 2014 Ford Interceptor VIN #1FM5K8AR0EGA70961 to the Erwin Police Department for the sum of \$6500.00 payable prior to change in ownership.
  
2. Approve the surplus of the Music on the Square van and to place on GovDeals.



*Jonesborough*



**DEPARTMENT of PUBLIC SAFETY**

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

## MEMORANDUM

**To: Glenn Rosenoff, Town Administrator**

**CC: Craig Ford, Operations manager**

**From: Matt Rice, Police Chief**

**Ref: Sale of 2014 Police Interceptor (Retired)**

**Date: June 27, 2023**

We currently have one remaining 2014 Police Interceptor waiting to be sold on Govdeals.com, This vehicle is a previous K9 vehicle and is still equipped with the specialized equipment utilized by officers and their K9 partners.

I was contacted by Chief Regan Tilson of the Erwin Police Department inquiring on the purchase of the vehicle by his department to use for their newest K9. After some research on the value of the vehicle it was agreed that the market value is \$6500.00. I would request the sale of a 2014 Ford Interceptor VIN 1FM5K8AR0EGA70961 to the Erwin Police Department for the sum of \$6500.00



## TOWN OF JONESBOROUGH

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

### MUSIC ON THE SQUARE VAN

The van has serious rust on it. It has 194,204 miles on it. Needs a battery. Air conditioning doesn't work because compressor is bad. Please review pictures below.







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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 9-a

**SUBJECT:** Special Event – Halloween Haunts & Happenings

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**BACKGROUND:**

Halloween Haunts and Happenings is scheduled this year for Friday, October 27, 2023, from 6:00 PM – 9 PM. The event offers the traditional activities which include trick-or-treating, games, face painting, a haunted house at the Christopher Taylor Cabin, a DJ, scary-oke, stage, costume contest for all ages, as well as a flashlight egg hunt, and various other Halloween activities this year for the children as well. The team is considering the addition of a food truck that sales mostly kid's items like cheese fries, chicken nuggets, grilled cheese, etc., to handle the large number of children and families as was done successfully last year.

Director of Special Events Amber Crumley has requested extra refuse containers to be placed throughout downtown as detailed in her memorandum that has been sent to the Director of Solid Waste. Ms. Crumley has discussed road closures for safety reasons with Police Chief Matt Rice, and the consensus was to request streets to be closed from the intersections of Main Street and Fox Street to Main Street and Second Avenue, starting as soon as possible around 5:30 PM on October 27<sup>th</sup>.

Following the event, further assistance is needed with trash pickup and street cleaning starting around 9:30 PM with the streets being opened to through traffic as soon as that is finished. This was detailed in her memorandum that has been sent to both the Solid Waste and Street Directors.

**RECOMMENDATION:**

Approve the Halloween Haunts and Happenings scheduled for Friday, October 27, 2023 from 6:00 PM – 9:00 PM on Main Street, with Main Street and associated side streets being closed at 5:30 PM on Friday, as presented.

## MEMO

To: The Board of Mayor and Aldermen

From: Amber Crumley, Director of Special Events

CC: Glenn Rosenoff, Town Administrator  
Craig Ford, Operations Manager  
Matt Rice, Police Chief  
Malcolm Highsmith, Street Dept.  
Jeff Thomas, Solid Waste  
Matt Townsend, Parks & Rec.

Date: June 27, 2023

RE: Halloween Haunts and Happenings

Hello! We are making plans for the Annual Halloween Haunts and Happenings Event that will be held on **Friday, October 27th from 6-9 p.m.** The event will take place on the Friday evening prior to or closest to Halloween. We are planning to offer our usual activities which include trick-or-treating, popcorn, games, face painting, a haunted house at the Christopher Taylor Cabin, a DJ, scary-oke, stage, costume contest for all ages, plus possibly some new Halloween activities this year for the children as well. Last year we had a food truck on West Courthouse Square, and it stayed busy all evening, if approved, I think it would be helpful in handling the large number of children and families.

- The event will take place on Friday, October 27<sup>th</sup> from 6-9 p.m. and I have discussed with Police Chief Matt Rice and would like to request the streets to be closed from the intersections of Main St. and Fox St. to Main St. and Second Ave. starting as soon as possible around 5:30pm this date.
- Extra trash receptacles will need to be placed throughout downtown from Fox to First Avenue. We will need 2 on the front porch of the Eureka, 2 in front of Main Street Café, 4 in front of the Courthouse near the flag pole, 4 in front of the Storytelling Center and several throughout town from Fox to First Ave.
- Following the event, we will also need assistance with trash pickup and street cleaning starting around 9:30 p.m. and the streets can be opened as soon as that is finished.
- We will be utilizing the JES/JMS lawn for parking again and will keep 2-3 buses running continually during the event. The DCHS Band Booster takes up the money (\$5 per car) and helps park as a fundraiser for their club.

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

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

*Consent Agenda*

DATE: JULY 10, 2023 AGENDA ITEM #: 9-b

SUBJECT: Special Event Request – A Spot on the Hill – Heritage Alliance

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**BACKGROUND:**

We have received a Special Event Permit Application for “A Spot on the Hill” sponsored by the Heritage Alliance. A Spot on the Hill has been performed annually since 2014, with the exception of 2020 due to pandemic. The purpose of the event is dedicated to the preservation of the architectural, historical, and cultural heritage of our region, and providing educational experiences related to history and heritage for a wide range of audiences. The performances will be located in the Old Jonesborough Cemetery with three playing spaces to spread the audience out. Only 20 audience members will be in each playing space. The dates of the six (6) performances are as follows:

Friday, October 13, 2023 at 6:30 PM – 1 show

Saturday, October 14, 2023 at 2:00 PM and 6:30 PM – 2 shows

\*Saturday Matinee will take place inside the Auditorium of the Visitor’s Center

Friday, October 20, 2023 at 6:30 PM – 1 show

Saturday, October 21, 2023 at 2:00 PM and 6:30 PM – 2 shows

The Heritage Alliance has requested permission from the First Baptist Church to use their parking lot for the outdoor performances, which has been received in the past and Director Anne Mason is still waiting on the Church’s approval. People park there and walk up the hill to the cemetery or are driven up the hill by golf cart. The show is for approximately 45 minutes. The event is the largest fundraiser for the cemetery, typically raising between \$2,000-\$3,000 for the cemetery maintenance fund that the Alliance uses to preserve and repair the historic tombstones. The Visitor’s Center parking lot is being requested for October 14<sup>th</sup> from 12:00 PM – 4:00 PM as part of the Saturday Matinee being held inside the Auditorium of the Visitor’s Center.

The Hold Harmless Agreement and Proof of Insurance is complete.

**RECOMMENDATION:**

Approve the Special Event Permit Application for “A Spot on the Hill” sponsored by the Heritage Alliance as presented, to include the dates and times of the six (6) performances 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 Heritage Alliance

6/27/23

Address 212 E Sabin Drive

Jonesborough, TN 37659

Phone 423-753-9580 Fax N/A

Email amazon@heritageall.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 Heritage Alliance NE TN & SW VA

Purpose Dedicated to the preservation of the architectural, historical, & cultural heritage of our region & to providing educational experiences related to history & heritage for a wide range of audiences

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:

A Spot on the Hill takes place every October in the Old Jonesborough Cemetery.

**Event Information:**

Name of Event A Spot on the Hill

Description & Purpose of Event Included in attachments

Dates and hours of event Oct 13, 14, 20, 21 @ 6:30 Estimated number expected to attend 350

Estimated number of town citizens expected to either participate in and/or view the event 350

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

**Request for Services from the Town of Jonesborough**

Please indicate any services you request for your event from the Town of Jonesborough\*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

- Police and Security
- Street Cleaning
- Signage
- Use of facilities – Facility Visitors Center Dates & Hours Oct 14 1:00pm - 4:00pm
- Space and staffing needs Will be in museum
- Communications and/or publicity
- Refuse Collection
- Event Preparation/Beautification
- Parking

\* For each such service requested please provide a detailed description of your request as Exhibit 13

**Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code**

I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: 6/27/23 Signature: [Signature]  
Print Name: Anne Mason  
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: 6/27/23 Signature: [Signature]  
Print Name: Anne Mason  
Title: Executive Director

Witness: \_\_\_\_\_

### **Required Exhibits to Application**

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining that fact:

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
4. **Outline of your publicity plan** with examples of previous efforts, if available
5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

# Town Of Jonesborough, Tennessee

## Special Event Permit Application

### EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 27th day of June, 2023, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned Heritage Alliance  
(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

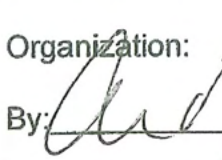
Indemnitor agrees to pay indemnitee interest at the rate of ten percent per annum or any necessary expenses or costs incurred by indemnitee in the enforcement of this indemnity contract, or on any sums indemnitee is obligated to pay with respect to the matters to which indemnity is given in the contract, 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: Heritage Alliance  
By:   
Printed Name: Anne Mason  
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 Anne Mason, 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 The Heritage Alliance (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 27<sup>th</sup> of June, 2023.

Donna Freeman  
NOTARY PUBLIC

My Commission Expires:

04-29-2026

## Special Event Permit Application: *Required Exhibits*

### **Description and Purpose of Event**

A Spot on the Hill has been performed annually in the Old Jonesborough Cemetery, with the exception of 2020, since 2014. Every October, a cast of 10-12 actors performs stories of the people buried in the Rocky Hill and College Hill Cemeteries. This year, the play is scheduled for October 13<sup>th</sup> - 14<sup>th</sup> and 20<sup>th</sup> - 21<sup>st</sup>. There will be six performances total. There will be a show on October 13<sup>th</sup> at 6:30 pm, two shows on October 14<sup>th</sup> at 2:00 pm and 6:30 pm, one show on October 20<sup>th</sup> at 6:30 pm, and two shows on October 21<sup>st</sup> at 2:00 pm and 6:30 pm. The matinee on October 14<sup>th</sup> will take place inside the Jonesborough/Washington County History Museum in the Visitor's Center. All other performances will be held in the cemetery.

We will have three playing spaces in the Old Jonesborough Cemetery so that we can spread the audience out with 20 audience members in each playing space. There will be 60 tickets available for each outdoor performance. The audience will bring their own chairs and be directed where to sit. The actors will rotate to each of the three spaces. The audience will not move. Our actors will have flashlights and lanterns to help light the way for the evening outside performances. The indoor performance will have setup for 40 people. Chairs will be provided for that performance. The indoor performance is ADA accessible.

We will do our best to hold the outdoor performances, regardless of weather. Shows will only be canceled in cases of extreme weather where it is unsafe for our cast and audience to be outside. If we have to cancel a show, we will work to fit the audience into the remaining performances. If possible, we will reserve the Visitor's Center as a rain backup and do the show in the museum, but 60 people in the museum is not ideal.

Our audience members normally park in the First Baptist Church side lot for the outdoor performances. Permission for this year is still pending, but we anticipate we will get it. People park and then walk up the hill to the cemetery or are driven up the hill by golf cart or private car. The show is roughly 45 minutes. We keep it short since there are no restroom facilities up there. The show typically raises between \$2,000 and \$3,000 for the cemetery maintenance fund that the Heritage Alliance uses to preserve and repair the historic tombstones. This event is our largest fundraiser for the cemetery. Tickets are \$10.00. The event is limited to the cemetery grounds. It normally sells out every year.

1) Hold Harmless Agreement

Form has been signed and is included.

2) List of pre-events and post-events

None.

3) Map with city streets

Please see attached.

4) Outline of your publicity plan

Our plan is to publicize A Spot on the Hill via social media, including, but not limited to Facebook and Instagram, as well as via our organizational website (<http://www.heritageall.org/>) and our quarterly member newsletter. We will also issue a press release for local newspapers to publish, including, but not limited to, *The Herald and Tribune* of Jonesborough and the *Johnson City Press* of Johnson City. We will encourage our cast members to “share” the event on their social media pages and promote the event via their preferred platforms, in order to attract the largest audience possible. This event has always sold out in the past. A past press release and poster are attached to this packet.

5) Security Plan

Guests will either walk up or be shuttled up from the First Baptist Church parking lot so there will not be a bunch of cars on the hill. The cast members park at the Warner Institute near the back of the house with permission from the homeowners. We will have the number for public safety on hand in case there is an issue, but there has not been one in the past.

6) Emergency Plan

The Heritage Alliance of NE TN & SW VA will maintain a First Aid Kit on site for potential injuries sustained by attendees. Staff/volunteers will contact emergency services for additional assistance in case of a true emergency. We have flashlights and lanterns to properly light the way during evening performances.



7) Event Sponsors List

The Heritage Alliance is normally the soul sponsor for this event.

8) Proof of Liability Insurance

Please see attached.

9) Anticipated Vendors and Concession Booth List

We do not have any vendors or booths for this event.

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

We do not contract any services for this event. All of our actors and parking attendants are volunteers. Audience members bring their own chairs to the cemetery and nothing is left in the cemetery after any of our shows. We bring everything back and forth with us for each show. In terms of the Visitor's Center, we do use their chairs for our indoor matinee performance.

11) Clean-Up Plan

We make sure to check the cemetery and Visitor's Center after each performance and make sure there is no trash left behind. We do not serve food or drink at this event.

12) Street Closure Request

Not applicable.

13) Request for Services from the Town of Jonesborough

- a. Use of Facilities – We will be performing our indoor matinee in the Jonesborough/Washington County History Museum on October 14<sup>th</sup>. We have already informed the Visitor's Center. We will ask for chairs to be set out for this performance. Guests will park in the VC lot and library lot for this performance. We will be using the Old Jonesborough Cemetery for the performances on October 13<sup>th</sup>, 14<sup>th</sup> evening, October 20<sup>th</sup>, and 21<sup>st</sup>.

- b. **Communications/Publicity - We also work with Nora Davis and the Town of Jonesborough to promote our events to their media outlets.**
- c. **Event Preparation/Beautification – We asked that the Old Jonesborough Cemetery be mowed prior to the shows. Thank you.**

For Immediate Release:

CONTACT:

Heritage Alliance – Anne G’Fellers-Mason

423-753-9580

[info@heritageall.org](mailto:info@heritageall.org)

<http://www.heritageall.org/>

<A Spot on the Hill Shares New Stories in the Old Jonesborough Cemetery in October>

<Jonesborough>, <Tennessee>, <August 29, 2022> - *A Spot on the Hill*, the original, research-based play returns this October to the Old Jonesborough Cemetery. Now celebrating its eighth season, this edition features new characters. New stories include Ella Ford Freeze who ran the Dew Drop Inn Restaurant in Bristol, Zachariah Lyle Burson who donated the bell to the First Baptist Church, and James Edward Shipley who died in a tragic and bizarre accident. You’ll meet them and many more! Guests are encouraged to bring blankets and chairs to sit on. Seats are not provided at the cemetery. Come and listen to real stories of real lives among real tombstones.

Performances for *A Spot on the Hill* will take place at 6:30 p.m. on October 14<sup>th</sup>, 15<sup>th</sup>, 21<sup>st</sup>, and 22<sup>nd</sup>. There will be a 2:00 p.m. matinee performance on October 15<sup>th</sup> in the Jonesborough Visitors Center and a 2:00 pm matinee in the cemetery on October 22<sup>nd</sup>. The indoor performance on October 15<sup>th</sup> is ADA accessible. Tickets are limited, and sell out fast, so make sure you buy yours today. Tickets are \$10.00 and proceeds benefit the Heritage Alliance’s educational programs and initiatives, including ongoing programming in Jonesborough’s historic cemeteries.

Audience members should arrive 15 minutes prior to show time. Parking is available at the First Baptist Church and downtown. It is a short walk up East Main Street to the cemetery from the First Baptist Church lot. A golf cart courtesy shuttle will be available for guests who need it. This program is not suggested for children less than 10 years of age. In case of inclement weather, the show will be canceled and audience members will be notified in advance.

To purchase tickets, please call the Jonesborough Visitor’s Center at 423.753.1010. Tickets can also be purchased online at [jonesborough.com/tickets](http://jonesborough.com/tickets).

The Heritage Alliance is dedicated to the preservation of the architectural, historical, and cultural heritage of our region and to providing educational experiences related to history and heritage for a wide range of audiences. For more information, please call our office at 423.753.9580, or contact the organization via email at [info@heritageall.org](mailto:info@heritageall.org). Further information can also be found online at <http://www.heritageall.org/>.

-END-

THE HERITAGE ALLIANCE PRESENTS  
**A Spot on the Hill**

BY ANNE GFELLERS-MASON



Photo by Peter Molinari, Molinari Photography, Inc.

### Dates and Times

October 14th at 6:30 pm

October 15th at 2:00 pm inside Visitor's Center

October 15th at 6:30 pm

October 21st at 6:30 pm

October 22nd at 2:00 pm and 6:30 pm

At the Old Jonesborough Cemetery, unless otherwise noted

Hear the all new stories of the people buried in the Rocky Hill & College Hill Cemeteries.

**REAL STORIES. REAL LIVES. REAL TOMBSTONES.**

**Tickets: \$10**

For tickets visit [jonesbrough.com/tickets](http://jonesbrough.com/tickets) or call 423.753.1010

Guests should bring chairs and blankets to sit on. Not intended for children 10 & under.  
Proceeds will benefit the Old Jonesborough Cemetery.



US 11-E

TOWN HALL  
POLICE  
FIRE STATION

BOONE STREET

*Meeting on Oct 14th*

VISITORS CENTER  
(RESTROOMS)

LIBRARY

PARKING



PLAY

PARKING

EAST MAIN STREET

SPRING STREET

FRANKLIN AVENUE





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

4/26/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must 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).

<b>PRODUCER</b> Price and Ramey, Inc. 1524 Bridgewater Lane Kingsport TN 37660	<b>CONTACT NAME:</b> Pamela Hass <b>PHONE (A/C No, Ext):</b> (423) 246-6181 <b>E-MAIL ADDRESS:</b> phass@priceramey.com	<b>FAX (A/C, No):</b> (423) 246-6384
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Heritage Alliance Inc 212 East Sabin Drive Jonesborough TN 37659	<b>INSURER A:</b> Philadelphia Insurance Company NAIC # 10210	
	<b>INSURER B:</b> Accident Fund Insurance 10166	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	

**COVERAGES**

CERTIFICATE NUMBER: CL2342610008

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 checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		PHPK2452022	9/30/2022	9/30/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPI/OP AGG \$ 2,000,000
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			PHPK2452022	9/30/2022	9/30/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 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 \$						EACH OCCURRENCE \$ AGGREGATE \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N N/A	WCP100054321	9/30/2022	9/30/2023	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 100,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

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

A Spot On the Hill event in October

Town of Jonesborough is listed as additional insured as required by signed contract.

**CERTIFICATE HOLDER**

(423) 753-1030

 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

Linda Nichols/PMH

*Linda Nichols*

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

*Consent Agenda*

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 9-c

**SUBJECT:** Special Event Request – Pumpkin Fest - JAMSA

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**BACKGROUND:**

We have received a Special Events Application from April Wilhelm for the Pumpkin Fest sponsored by JAMSA on Saturday, September 23, 2023 from 11:00 am to 5:00 pm. The purpose of the event is to bring new and returning visitors to our area. Businesses will be serving various pumpkin treat foods, hay rides, and other fall and pumpkin related events. The estimated number expected to attend is 1000 and the estimated number of town citizens expected to either participate in and/or view the event is 500. Request for services include police and security, signage, communications and/or publicity, refuse collection, event preparation/beautification, and parking.

A request for street closure is included as part of their application (shown on map), asking for Main Street to be closed form Fox Street to First Avenue on the September 23<sup>rd</sup> by 9:00 am until 6:00 pm, or when police deem it safe for reopening.

**RECOMMENDATION:**

Approve the Pumpkin Fest Special Event Application sponsored by JAMSA on Saturday, September 23, 2023 from 11:00 am to 5:00 pm; and for Main Street to be closed form Fox Street to First Avenue on the 23<sup>rd</sup> by 9:00 am until 6:00 pm, or when the police deem it safe to reopen, 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 April Wilhelm

June 26, 2023

Address P.O. Box 695

Jonesborough, Tn. 37659

Phone 423-972-3262

Fax \_\_\_\_\_

Email noelledecor@gmail.com

### Instructions:

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



**Sponsoring Organization Information:**

Name Jonesborough Area Merchants Association

Purpose The purpose of the event is to bring visitors and residents to the downtown area. Jamsa promotes our area businesses and community services with events and donates proceeds to area services and community.

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 to be held each year in September.

**Event Information:**

Name of Event Pumpkin Fest

Description & Purpose of Event To promote Jonesborough by bringing new and returning visitors to our area. Businesses will be serving various pumpkin treat foods, hay rides, other fall and pumpkin related events

Dates and hours of event 11-5 Estimated number expected to attend 1000

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

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

## Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining that fact:

- ✓ 1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
- ✓ 2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
- ✓ 3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
- ✓ 4. **Outline of your publicity plan** with examples of previous efforts, if available
- ✓ 5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
- ✓ 6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
- ✓ 7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
- ✓ 8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
- ✓ 9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.
- ✓ 10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
- ✓ 11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
- ✓ 12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

**Request for Services from the Town of Jonesborough**

Please indicate any services you request for your event from the Town of Jonesborough\*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

- Police and Security
- Street Cleaning
- Signage
- Use of facilities – Facility \_\_\_\_\_ Dates & Hours \_\_\_\_\_
- Space and staffing needs \_\_\_\_\_
- Communications and/or publicity
- Refuse Collection
- Event Preparation/Beautification
- Parking

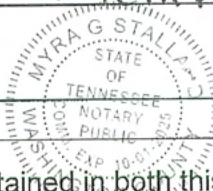
\* For each such service requested please provide a detailed description of your request as Exhibit 13

**Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code**

I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

Date: June 26, 2023 Signature: April D. Wilhelm  
Print Name: April D. Wilhelm  
Title: Board Member

Witness: Myra B. Stallard



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: June 26, 2023 Signature: April D. Wilhelm  
Print Name: April D. Wilhelm  
Title: Board Member

Witness: Myra B. Stallard



# Town Of Jonesborough, Tennessee

## Special Event Permit Application

### EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 26th day of June, 2023, in the Town of Jonesborough, County of Washington, State of Tennessee

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

Indemnitor has submitted a Special Event Permit Application to indemnitee. The agreement is attached as Exhibit 1 to that application. Approval of that application is expressly conditioned on the execution of this agreement, indemnitee has agreed to review for approval the application for a special event and if approved to allow the indemnitor's special event to take lace within the limits of the Town of Jonesborough in consideration of the indemnitee's allowing the event to take lace and \$1.00, receipt of which by indemnitor is acknowledged, the parties agree as follows:

## SECTION I

### Scope of Indemnity

Indemnitor undertakes to indemnify and to save harmless indemnitee from any liability, loss or damages indemnitee may suffer as a result of claims, demands, costs, or judgments against it arising out of the operation within the limits of the Town of Jonesborough, County of Washington, State of Tennessee, of the special event outlined in the application or the management thereof.

Indemnitor assumes full responsibility for all damages and injury that may result to any person or persons or to adjoining property by reason of the excavation for, and the erection, construction, and maintenance of, any structures put in place for the event, and agrees and covenants to indemnify indemnitee against any such claim or claims.

Indemnitor expressly undertakes to indemnify and to save harmless indemnitee from all liability and/or loss or damages for or arising out the special event outlined in the application, whether it be caused by the negligence of indemnitee, indemnitee's agents or employees, indemnitee's contractors or otherwise.

## SECTION II

### Period Covered

The indemnity will extend from the date of this agreement to and including the date the special event concludes, including cleanup.

## SECTION III

### Expenses, Attorney's Fees, and Costs

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

## SECTION IV

### Interest

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

## SECTION V

### Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Jonesborough Area Merchants Association

By: April Wilhelm

Printed Name: April Wilhelm

Title: Board Member

STATE OF TENNESSEE  
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared April Wilhelm, 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 Board Member (title) of Jansa (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 27 of June, 2023.

Myra B. Stallard  
NOTARY PUBLIC

My Commission Expires:

10.01.2025



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.

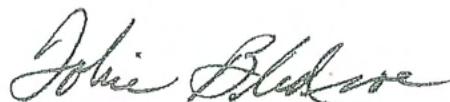
SECTION 2. This ordinance shall become effective immediately after its passage on second and final reading.

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

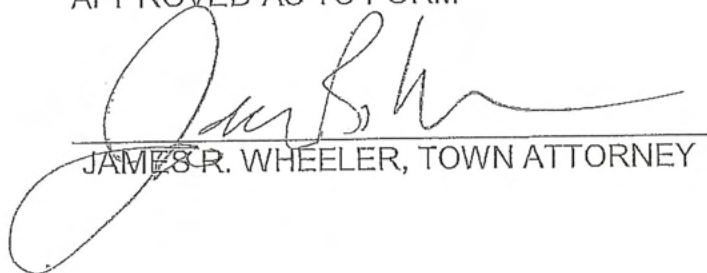


\_\_\_\_\_  
TOBIE BLEDSOE, MAYOR

ATTEST:

  
\_\_\_\_\_  
ABBHEY MILLER, RECORDER

APPROVED AS TO FORM

  
\_\_\_\_\_  
JAMES R. WHEELER, TOWN ATTORNEY

**Pumpkin Fest 2023  
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**

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 the Website and Marketing Specialist. We will utilize [jonesboroughtn.org](http://jonesboroughtn.org) and [jonesborough.com](http://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**

A. Main Street needs to be blocked to all motorized traffic starting Saturday, September 23 by 9 am until that evening at 6 p.m. or when the police deem it safe to reopen the streets.

B. Any other streets will be closed by the Police Department on an as needed basis.

C. 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

6. **Emergency Plan-** We will leave 15' on Main Street and beside the Courthouse for emergency vehicles passing and event organizers will have emergency numbers on hand if needed.

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

8. **Proof of your liability insurance-** - See attached

9. **Anticipated vendors and concession booth list:** We may have a few activities provided by local groups along the courthouse steps.

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

A. Hayrides that begin and end in the Visitors Center Parking lot.

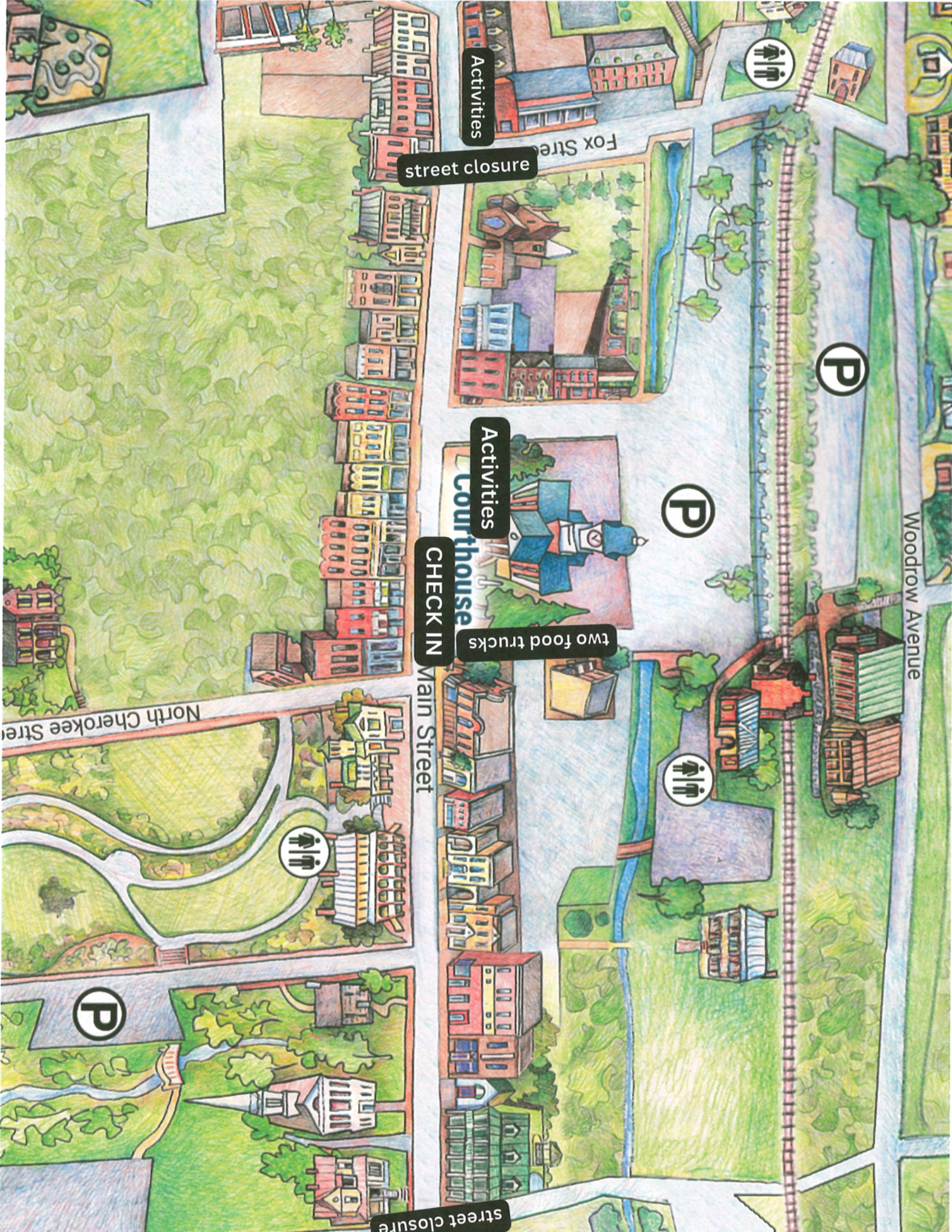
11. **Clean-up Plan- We've requested** Jonesborough solid waste to collect garbage the night before and after the event on Saturday. No collection is needed during the event. JAMSA members and Town employees will provide assistance cleaning during festival hours.

12. **Street Closure Request-**

D. We're requesting Main Street from Fox Street to First Avenue closed Saturday, September 23 by 9 am until that evening at 6 p.m. or when the police deem it safe to reopen the streets.

A. Any other streets will be closed by the Police Department on an as needed basis.





Activities

street closure

Activities

CHECK IN

two food trucks

street closure

Fox Street

North Cherokee Street

Main Street

Woodrow Avenue

Courthouse

P

P

P





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

*Consent Agenda*

DATE: JULY 10, 2023 AGENDA ITEM #: 9-d

SUBJECT: Special Event Request – 2023 Storytelling Festival

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**BACKGROUND:**

Attached is the Special Event Permit application from ISC to hold the **Annual Storytelling Festival** October 4 – 8, 2023 in Jonesborough. The request includes use of the Visitor Center auditorium during registration through the festival as well as Mill Spring Park and gazebo for use for Ghost Stories.

Beginning Thursday evening, October 5<sup>th</sup>, close College Street from Second Ave to Sabin Drive and Sabin Dr. from Boone Street to Oak Hill School to allow only vendors to park between Cherokee and First Ave on one side of College St, Thursday – Sunday (Oct. 5 – 8). Main Street and associated side streets are to be closed throughout the Festival early Friday morning through Sunday evening. Spring Street will be closed from Main Street to Franklin Ave along with the associated side streets from 6:00-10:00 PM on Friday and Saturday evenings for Ghost Stories.

The Library parking lot, Parson's Table lot, East Courthouse Square, and Visitor Center lots are requested for use. Tents will be erected beginning Monday, September 25<sup>th</sup> at the Library parking area for the annual Library Book Sale. Various Town services are required for the event. The festival boundary includes Boone Street where a 5-mph speed limit is requested during the festival.

Also included is the Special Event/Special Occasion Outdoor Use Permit for the Wine Garden to be set up at the ISC Plaza from Thursday, October 5<sup>th</sup> through Saturday, October 7<sup>th</sup> from 4-8 PM daily, and the Beer Garden to be set up at the Library Tent on Thursday, October 5<sup>th</sup> for the evening concert from 6:30-9:30 PM. Identifiable boundaries are included, signage stating that alcohol is not permitted beyond this point (the boundary), and wristbands (21 and over only).

The Hold Harmless Agreement and Proof of Insurance is complete.

**RECOMMENDATION:**

1. Approve the Special Events Permit application from the International Storytelling Center to hold the National Storytelling Festival October 4 – 8, 2023, including street closures and Boone Street with a festival speed limit of 5 mph along with the use of the Visitor Center, Mill Spring Park, Christopher Taylor lot, Parson's Table lot, and front plaza of the MBM Storytelling Hall, and other accommodations, as requested.

2. Approve the Special Event/Special Occasion Outdoor Use Permit for the Wine Garden to be set up at the ISC Plaza from Thursday, October 5<sup>th</sup> through Saturday, October 7<sup>th</sup> from 4-8 PM daily, and the Beer Garden to be set up at the Library Tent on Thursday, October 5<sup>th</sup> for the evening concert from 6:30-9:30 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 Susan C. O'Connor

6/20/23

Address International Storytelling Center

116 West Main Street Jonesborough TN 37659

Phone 423-913-8217

Fax 423-913-8219

Email susan@storytellingcenter.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 International Storytelling Center

Purpose To build a better world through the power of storytelling.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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 National Storytelling Festival

Description & Purpose of Event See attachment - Exhibit 4

\_\_\_\_\_

\_\_\_\_\_

Dates and hours of event October 4-8, 2023 Estimated number expected to attend 10,000

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

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

## Required Exhibits to Application

Please attach the following exhibits to this application (each item should be clearly labeled with the number in this list to facilitate a prompt review of your application). If your event will not involve one or more of these items you should attach an exhibit with appropriate number and heading explaining that fact:

1. **Hold Harmless Agreement** executed on form approved by the Town of Jonesborough (copy provided with this application and available from the Town Recorder)
2. **List of pre-events and post-events** to be held in conjunction with the main event (including parade, fireworks, etc.)
3. **Map with city streets** showing event boundary and registration area, tents, booths, food, office/administration, etc.)
4. **Outline of your publicity plan** with examples of previous efforts, if available
5. **Security Plan**, including crowd control, pedestrian safety, any special parking provisions including handicap spaces, vendor and/or performer parking, a parking map and list and samples of any special parking permits that will be issued, etc. and any request for public safety assistance (a request for public safety assistance should also be included with your Town Services Request in the next section of this application).
6. **Emergency Plan**, including emergency procedures, provisions for first aid services and provisions for appropriate emergency communication. Include an outline of any activities involving moving vehicles and safety procedures used to avoid or prevent injury.
7. **Event Sponsors List** including all sponsors' names, addresses, and telephone numbers along with their title and area of responsibility for the event.
8. **Proof of your liability insurance** provided by your insurance company (if requested by the Town Recorder, this information must be sent directly to the Town from the insurance company).
9. **Anticipated vendors and concession booth list.** (A final and complete list of vendors and concession booths shall be filed with the Town Recorder at least 48 hours before the event begins.
10. **A list of physical services for the event that will be provided by or contracted for by the event sponsor.** List should include erection of temporary stages or facilities including tents, lighting, sound, efforts to address refuse collection, security, etc.
11. **Clean-up Plan** detailing person or persons responsible for site clean-up, schedule and any repairs or grounds remediation that is expected.
12. **Street Closure Request** listing of all streets or portions of streets including the dates and hours of closure (failure to list a portion of a street will result in your application being considered under the assumption you are requesting the entire street to be closed within the town limits.)

**Request for Services from the Town of Jonesborough**


Please indicate any services you request for your event from the Town of Jonesborough\*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

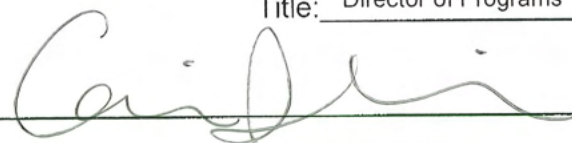
- Police and Security
- Street Cleaning
- Signage
- Use of facilities – Facility Visitors Center, Mill Springs Park Dates & Hours See Exhibit 13
- Refuse Collection
- Event Preparation/Beautification
- Parking
- Space and staffing needs \_\_\_\_\_
- Communications and/or publicity \_\_\_\_\_

\* 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**

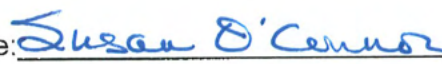
I/We the undersigned representatives of the sponsoring organization listed above acknowledge receipt of a copy of Chapter 10 of the Jonesborough Municipal Code governing special events and agree to comply with all provisions of that Chapter.

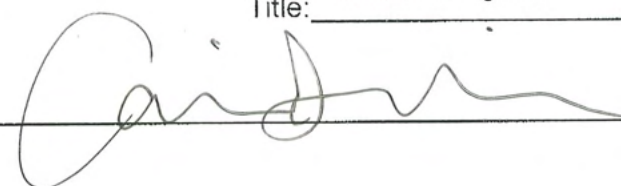
Date: 6/20/23 Signature:   
Print Name: Susan C. O'Connor  
Title: Director of Programs

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: 6/20/23 Signature:   
Print Name: Susan C. O'Connor  
Title: Director of Programs

Witness: 



# Town Of Jonesborough, Tennessee

## Special Event Permit Application

### EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 20 day of June, 2023, in the Town of Jonesborough, County of Washington, State of Tennessee

The parties to the agreement are the undersigned International Storytelling Center,  
(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: International Storytelling Center

By: Susan O'Connor

Printed Name: Susan C. O'Connor

Title: Director of Programs

STATE OF TENNESSEE  
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Susan C. O'Connor, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Director of Programs (title) of International Storytelling Center (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 30 of June, 2023.

Sherry Greene  
NOTARY PUBLIC



My Commission Expires:

12-7-26

**SPECIAL EVENT PERMIT APPLICATION**  
**Exhibits 1-13**  
**2023 National Storytelling Festival**  
**Thursday, October 5 thru Sunday, October 8, 2023**

**Exhibit 1** (Hold Harmless Agreement)

Attached as Exhibit 1

**Exhibit 2** (List of Pre-Events and Post-Events)

Storytelling Concert at Library Tent, Wednesday, October 4 from 7:30 – 9:30 p.m. (Public)

Workshops at the International Storytelling Center, Thursday, October 5, from 9 a.m. – 5 p.m.

Wine Garden in the plaza of the International Storytelling Center on Thursday, October 5 from 4-8 p.m.

Storytelling Concert at Library Tent, Thursday, October 5 from 7:30 – 9:30 p.m. (Public)

ISC Staff and Festival Tellers Dinner Meeting at Jonesborough Presbyterian Church, Thursday, October 5 from 7:00 – 9:00 p.m. (Private)

**Exhibit 3** (Map of Event Site and City Streets)

Attached as Exhibit 3

**Exhibit 3A** (Festival Grounds and Speed Limit)

A map showing the Festival Grounds is attached as Exhibit 3A

Note: The boundary for the National Storytelling Festival includes Boone Street from Main Street to North Lincoln Avenue, and Sabin Drive from Boone Street to the driveway entrance to the Country Inn & Suites. This is the same boundary determined by the Jonesborough Board of Mayor and Aldermen in 2014.

We request that the speed limit be 5 mph on Boone Street Thursday thru Sunday, October 5 – October 8, as well as all other areas within the Festival boundaries.

**Exhibit 4** (Publicity Plan)

The National Storytelling Festival executes local, regional, and national publicity campaigns. On all levels we endeavor to list our event in as many publications as possible. The National Storytelling Festival is in tourism-oriented event brochures throughout the state. This includes publications for the Town of Jonesborough as well as those for surrounding cities, our regional tourism association, and the State of Tennessee. We submit our event for inclusion in calendar listings in a variety of magazines such as AAA Magazine and Southern Living, and we seek editorial copy on the event whenever possible.

The International Storytelling Center prints over 50,000 promotional brochures that are distributed by direct mail to a large list of previous attendees and prospective attendees, as well as in bulk to local, regional, and national agencies and organizations willing to promote the event.

A comprehensive set of press material is developed for the Festival. They include a variety of press releases, calendar listings, and public service announcements. These items, as well as

magazine articles about the Festival, a Festival brochure, promo sheet, etc., are included in press kits.

A Sample Press Release and Promotional Materials are attached as Exhibit 4.

**Exhibit 5** (Security/Parking Plan)

In addition to the security and crowd control annually provided by the Jonesborough Police Department (See Exhibit 13), the National Storytelling Festival will hire additional security officers at the following locations:

Festival Marketplace, October 4 – October 8  
International Storytelling Center Gift Shop and Lobby, October 5 – October 8  
Railroad Tracks Area, October 6 - October 7  
Performance Tents and Food Court at Library, October 3 – October 8  
Performance Tents and Food Court at Park, October 3 – October 8  
Festival Registration, October 5 – October 8  
Chester Inn Offices, Friday night, October 6 and Saturday night, October 7

In order to reduce the amount of automobile traffic in town, Festival attendees are encouraged to park at the Jonesborough Elementary School and utilize the shuttle service. The shuttle runs to and from the Visitors Center every 20 minutes from 8 a.m. until thirty minutes after programming ends on both Friday and Saturday; 8 a.m. - 6 p.m. on Sunday.

Disability parking will once again be located in the parking lot behind the Courthouse.

Vendor street access passes are issued to our food court vendors in both the Storytelling Park and Library locations. Areas designated for vendor parking include: one side of College Street from Christopher Taylor Lane to First Avenue; and First Avenue from College Street to High Street, and High Street.

Talent and Media parking is located in the Parson's Table parking lot.

As in previous years, a limited amount of Jonesborough Merchant Parking will be available in the Parson's Table parking lot as well as the UT Extension Office parking lot. The entrance to both lots will be monitored. ISC will work with merchants to assign parking lots and distribute parking passes. Two parking passes for the Parson's Table parking lot will be issued to the owner of the home next to the Stephenson parking lot. Two parking spaces in the Parson's Table parking lot will be reserved for Tennessee Hills Distillery customers.

Per the Town's request on behalf of JRT, ISC requests three parking spaces at the end of First Avenue for JRT parking. Access to and from the parking spaces need to be through the Jonesborough United Methodist Church parking lot.

ISC will provide shuttle passes to merchants for employees who wish to park at the school and ride the shuttle.

Sample Parking Passes are attached as Exhibit 5; actual passes will be in various colors.

**Exhibit 6** (Emergency Plan)

The Washington County Rescue Squad is available for the duration of the Festival to deal with medical emergencies.

Cellular telephones are carried by the Festival staff and tent managers and can be utilized to call for assistance. A list of contacts is provided to all staff.

Each tent erected for the National Storytelling Festival is flame resistant and certificates stating such are given to the Fire Chief prior to the event. The tents are also inspected by the Fire Chief so that all fire and safety requirements are met prior to the opening of the Festival.

**Exhibit 7** (Event Sponsor)

The International Storytelling Center produces the National Storytelling Festival. Key contact persons for the Festival include:

Kiran Sirah  
President  
ISC  
116 West Main Street  
Jonesborough, TN 37659  
(423) 913-8210

309 West Maple Street  
Johnson City, TN 37604

C (423) 440-0358

Susan O'Connor  
Director of Programs  
ISC  
116 West Main Street  
Jonesborough, TN 37659  
(423) 913-8217

202 Tamassee Drive  
Johnson City, TN 37601

H (423) 282-6236 C (423) 676-8480

Sandy Reaves  
Director of Finance  
ISC  
116 West Main Street  
Jonesborough, TN 37659  
(423) 913-8216

424 Bayhill Drive  
Piney Flats, TN 37686

C (423) 306-8941

**Exhibit 8** (Proof of Liability Insurance)

Attached as Exhibit 8

**Exhibit 9** (List of Food Vendors)

A food vendor list from 2022 Festival is attached as Exhibit 9. The vendor list for 2023 will be submitted to the Town prior to the event.

**Exhibit 10** (List of Physical Services)

The following businesses or independent contractors provide services for the Festival:

**Chattanooga Tent Company**  
P.O. Box 3098  
Chattanooga, TN 37406  
(tents, tables, chairs)

**No Limit Golf Carts**  
3028 Winfield Dunn Pkwy  
Kodak, TN 37764  
(golf carts)

**Ed Surcey**  
612 Old Embreeville Road  
Jonesborough, TN 37659  
(set-up and break-down assistance)

**MC Septic Services**  
P. O. Box 2666  
Greeneville, TN 37744  
(Port-a-Jons)

**Johnson City Transit System**  
137 West Market Street  
Johnson City, TN 37601  
(shuttle)

**Doug Dorschug**  
669 Deer Run Road  
Mountain City, TN 37683  
(sound)

**Johnson Electric**  
5773 Fort Henry Drive  
Kingsport, TN 37663  
(electricians)

**Main Street Café' and Catering**  
117 W. Main Street  
Jonesborough, TN 37659  
(talent catering)

**David Crockett Band Boosters**  
684 Old State Route 34  
Jonesborough, TN 37659  
(423) 753-1150  
(parking at Jonesborough Schools)

**Washington County Sheriff's Office**  
Downtown Centre  
Johnson City, TN 37601  
(security)

**Appalachian Light & Production**  
545 Matthews Mill Road  
Telford, TN 37690  
(lighting)

**Fantasy Limo & Livery**  
P. O. Box 2580  
Kingsport, TN 37662  
(talent Transportation)

**Jonesborough Elementary PTA**  
306 Forest Drive  
Jonesborough, TN 37659  
(423) 753-1180  
(parking at Jonesborough Schools)

**Exhibit 11** (Cleanup Plan)

In addition to the cleanup assistance requested in Exhibit 13, post-Festival cleanup is done by the Festival maintenance crew, Ed Surcey, and the ISC maintenance staff.

**Exhibit 12** (Property Usage and Street Closure Request)

**The following properties are needed for the National Storytelling Festival:**

Library Parking Lot (Library Tent)  
Tuesday, September 26 - Monday, October 9

Washington County Parking Lot (Stephenson Lot) (Creekside Tent)  
Saturday, September 30 - Monday, October 9

Washington County Courthouse Parking Lot (Courthouse Tent)  
Monday Morning, October 2 – Monday, October 9

Mill Spring Park (Ghost Story Concerts) including both the parking lot and the green space: Thursday, October 5 - Monday, October 9

Historic Jonesborough Visitors Center (Festival Registration) and both north and south parking lots: Thursday, October 5 - Monday, October 9 (Setup Wednesday, October 4)

Parson's Table Parking Lot (parking for featured tellers, media, and special guests)  
Thursday, October 5 - Sunday, October 8

International Storytelling Center front plaza (facing Main Street)  
Thursday, October 5 – Sunday, October 8

**Request for Street Closings:**

Cherokee Street from Main Street to High Street: Friday-Sunday, October 6-8

College Street from Second Avenue to Sabin Drive and Sabin Drive from Boone Street to Oak Hill School: Thursday evening, October 5 – Sunday, October 8. Allow only vendors to park between Cherokee and First on one side of College Street. Friday-Sunday, October 6-8.

Spring Street from Main Street to Franklin Avenue, and Clay and Sevier Streets from Main to Spring Street: 6:00-10:00 p.m. Friday and Saturday, October 6 and 7.

First Avenue from Main Street to High Street: Friday-Sunday, October 6-8

Main Street from Fox Street to Second Avenue: Friday-Sunday, October 6-8

High Street: Friday-Sunday, October 6-8

**Request for Lot Closures and Police Assistance** (in addition to the no parking areas designated by the police department for the duration of the event). **We appreciate the police department's assistance in assuring these closings and no parking requests are honored.**

8 p.m. on Monday, September 25: close the Library Parking Lot for set-up of the tent on Tuesday for the Library Book Sale.

5 p.m. on Friday, September 29: close the Washington County (Stephenson) Parking Lot for the setup of the tent on Saturday.

6 p.m. Sunday, October 1: close off and secure the Courthouse Parking Lot, so a performance tent can go up Monday morning.

10 p.m. Thursday, October 5: close the Parson's Table parking lot for the duration of the Festival

Visitor's Center parking lots (both sides of the building):

Parking lot near downtown - Closed to general parking from 6 a.m. on Thursday, October 5, to 6 p.m. on Sunday, October 8. Open for 20-minute parking for registrants.

Parking lot near post office - Closed to general parking from 8 a.m. on Thursday, October 5, to 5 p.m. on Sunday, October 8. (This lot is used for Visitors Center staff, ISC registration staff, and as a drop-off for school groups on Friday.)

**Exhibit 13** (Request for Services from the Town of Jonesborough)

**Use of Facilities**

**Visitors Center Auditorium and Porch Area Festival Registration (Approximate Hours)**

Wednesday, October 4	8:00 a.m. - 5:00 p.m.
Thursday, October 5	7:30 a.m. - 7:00 p.m.
Friday, October 6	7:30 a.m. - 8:00 p.m.
Saturday, October 7	7:30 a.m. - 8:00 p.m.
Sunday, October 8	7:30 a.m. - 5:00 p.m.



## **Mill Spring Park Ghost Story Concerts (Approximate Hours)**

Thursday, October 5	12:00 p.m. Setup begins
Friday, October 6	6:00 p.m. - 10:00 p.m.
Saturday, October 7	6:00 p.m. - 10:00 p.m.

## **Town Beautification in Preparation for the Festival**

In the areas below, please make a comprehensive sweep to include mowing and weed-eating all grassy areas and along the rock walls, creek banks, curbs and sidewalks; sweeping and washing all parking lots, main streets and access streets; pressure washing streets in front of the Storytelling Center, Chester Inn, Christopher Taylor log cabin, and the Presbyterian Church; emptying and preparing all garbage barrels.

The areas to address are:

- Washington Co. Stephenson Parking Lot (Tent set-up Saturday, September 30)
- Courthouse Parking Lot (Tent set-up Monday morning, October 2)
- Mill Spring Park
- Visitors Center-Town Hall-Post Office Complex
- Main Street and Courthouse Square
- Parson's Table Parking Lot
- Library Parking Lot and Sabin Drive-College Street Area (Tent set-up Tuesday, September 26 for Library Book Sale)

Please clean, weed-eat and care for the right-of-ways for:

- Boone Street
- Cherokee Street from 11-E to Main and Main to RR tracks
- First Avenue from College to Main and Main to RR tracks
- College from First Avenue to Sabin
- Sabin from Boone Street to the school building
- Spring Street from Main to Franklin
- Fox from Main to Woodrow
- Alleyways between Main Street and creek (from Courthouse Square to First Avenue)
- Highway 11-E (including both rights-of-way and medians) from Jonesborough Elementary School to Washington Drive
- Main Street from Boone to First Avenue
- Christopher Taylor Lane
- Visitors Center parking lots and surrounding yards

## **Recycling**

Please provide recycling containers and extra bags, and deliver to an address to be determined. Festival maintenance crews will place the containers and empty them throughout the Festival.

## **Main Street Garbage Pick-up**

Any assistance that can be given emptying trash barrels on Main Street Friday, October 6 and Saturday, October 7 is appreciated.

### **Bulk Garbage Pick-up**

Please place 2 or 3 dumpsters across from the old school house. Festival maintenance crews will collect garbage from the Festival grounds and place it into dumpsters. **Please empty dumpsters prior to 7 a.m. on Saturday, October 7 and Sunday, October 8.**

**NOTE: For Friday and Saturday nights' dumpster pick-up: please wait until After Hours programming is over, approximately 12:30 a.m.**

### **Daily Street and Sidewalk Sweeping and Cleanup**

- Main Street from Boone to First Avenue
- Christopher Taylor Lane
- Alleyways between Main Street and creek, from Courthouse Square to First Avenue
- Visitors Center parking lots and surrounding yards

**We appreciate follow-up washing and cleaning early mornings, Friday-Sunday, October 6-8.**

### **Sawhorse Needs and Placement**

We request that saw horses be provided and in place for these closings as listed below:

Library Parking Lot entrance (2 at each access) by 8:00 pm on Monday, September 25

Washington County (Stephenson) Parking Lot entrance (2 sawhorses) by 5:00 pm on Friday, September 29

Courthouse Parking Lot by 6 p.m. Sunday evening, October 1

NOTE: Police assistance is needed so that the tent can go up Monday morning, October 2.

By 5 p.m. on Wednesday, October 4:

- Visitors Center Entrance (1 sawhorse)
- Visitors Center Exit (1 sawhorse)
- Boone Street at Sabin Drive (2 sawhorses)
- Cherokee Street at College Street (2 sawhorses)
- Cherokee Street at Main Street (1 sawhorse)
- Cherokee Street at High Street (2 sawhorses)
- McCall Avenue at College Street (1 sawhorse)
- First Avenue at Main Street (2 sawhorses for each side of street)
- First Avenue at College Street (2 sawhorses)
- Second Avenue at College Street (2 sawhorses)
- Mill Spring Park entrance on Fox Street (2 sawhorses)
- Courthouse parking lot entrance on Fox Street (1 sawhorse)
- Spring Street at Main Street (2 sawhorses)
- Clay Street at Main Street (1 sawhorse)
- Sevier Street at Main Street (1 sawhorse)
- Franklin Street and Spring Street (2 sawhorses)

Parson's Table parking lot Entrance (2 sawhorses)  
Visitors Center-Post Office parking lot (5 sawhorses)  
Sabin Drive near the old school building (1 sawhorse)  
Courthouse Square West for charging station (3 sawhorses)  
Parking Lot behind Mauk's of Jonesborough (3 sawhorses)

**Traffic and Pedestrian Police Assistance**

The Festival shuttle runs from the Middle School to the Visitors Center throughout the Festival weekend. We request assistance as in the past with traffic at the Middle School on Friday morning, October 6.

We request police assistance along Boone Street and Main Street during the following times:

Thursday, October 5	8:30 a.m. until 5:00 p.m.
Friday, October 6	8:00 a.m. until 12:00 midnight
Saturday, October 7	8:00 a.m. until 12:00 midnight
Sunday, October 8	9:00 a.m. until 6:00 p.m.

Shuttle buses run roundtrips from the Middle School to the Visitors Center every 20 minutes from 8:00 a.m. until thirty minutes after programming ends on both Friday and Saturday; 8:00 a.m. until 6:00 p.m. on Sunday.

On Friday, school buses will be routed to and unload from the parking lot behind the Visitors Center. The buses will then park at the Middle School.

Charter buses will unload at the Visitors Center and park at the Middle School.

**Ghost Story Concerts**

Police assistance is needed to keep streets closed in this area, and to provide traffic control as people arrive and at the end of the concerts. Police assistance is also needed on the railroad tracks to keep people off them during the concerts.

Parking on Spring Street from Main Street to Franklin Avenue needs to be prohibited on Friday, October 6, and Saturday, October 7.

Spring Street needs to be closed from 6 p.m. until 10 p.m. on both evenings for concerts.

**Overnight Watch**

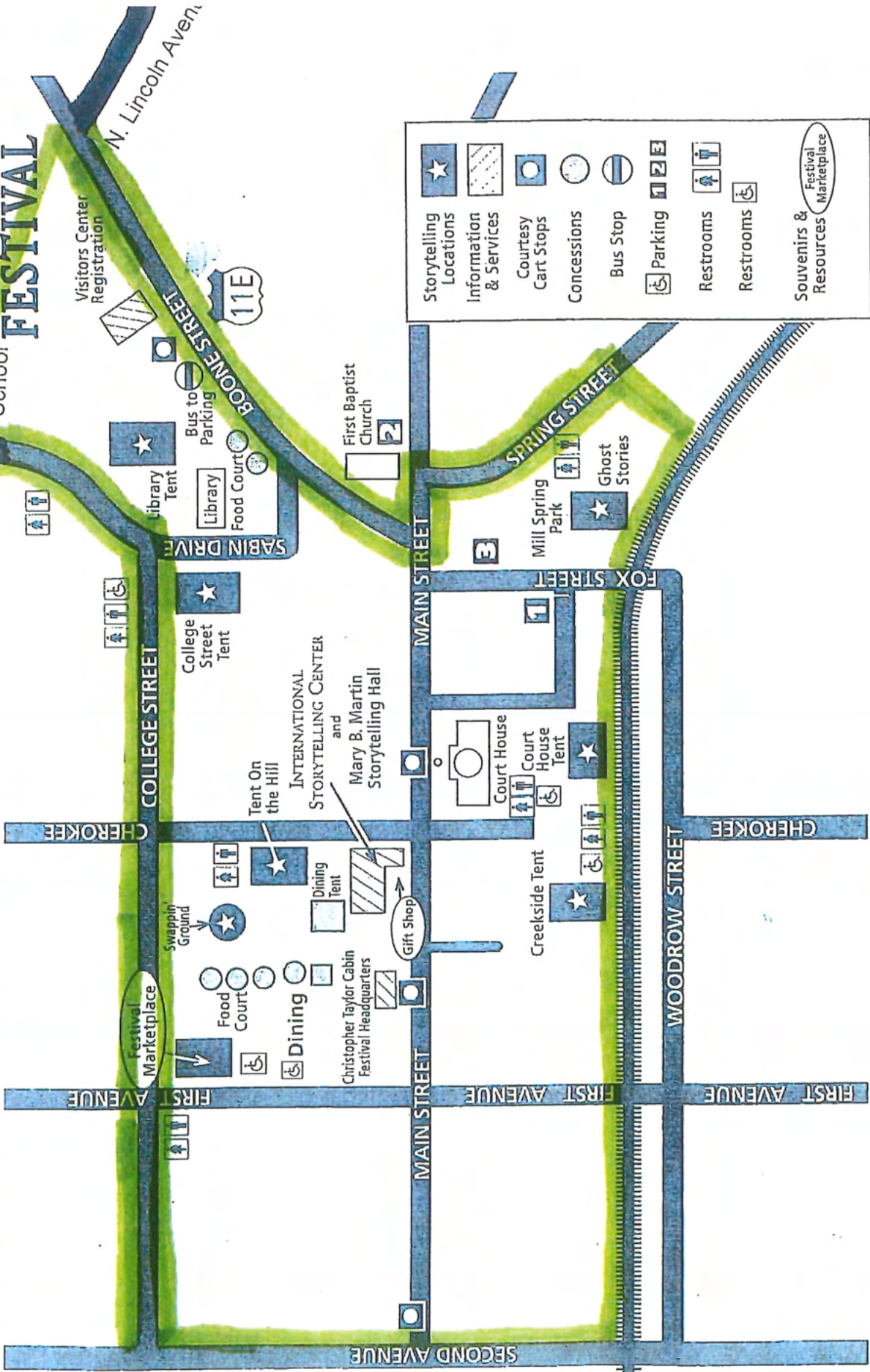
Police assistance is requested for the protection of the Festival grounds before, during, and after the Festival. ISC will provide three security guards to watch over the sound equipment, chairs, stages, food-service equipment, and other items, but attention given by the officer(s) patrolling the Festival area will be appreciated.



# Map of Festival Grounds

Driveway Entrance to Country Inn & Suites

Exhibit 3A



Within the Green Lines

**TOWN OF JONESBOROUGH**  
**SPECIAL EVENT / SPECIAL OCCASION**  
**OUTDOOR USE PERMIT**  
**APPLICATION**

International Storytelling Center, 100 W. Main Street, JBD TN 423-753-2171  
Organization Name Address 37659 Telephone

Representative's Name: Lesley McDavid

Representative Telephone: 423-913-8234 Email: lesley@storytellingcenter.net

Non-Profit Yes  No

Main Street Cafe 117 W. Main Street, JBD TN 423-753-2460  
Restaurant Name Address 37659 Telephone / Cell #

Zak Jenkins 423-571-5003  
Owner's Name Telephone / Cell #

Mailing Address: 117 W. Main Street ztj117@gmail.com  
Email Address

Jonesborough, TN 37659

Date of Request: 10/5/23 - 10/7/23

Describe Intended Activity: Beer & Wine Garden, Beer Tent at Festival (Thursday night only)  
Library Tent, Washington County Library Parking lot

Describe equipment, structures, furnishings, etc. to be used: Beer Wagon with  
Four dispensers, Small kegarator

Special Event/Special Occasion Boundary

Describe: Beer Garden picket fencing around plaza, Beer tent-  
boundary marked & monitored, signage posted (you can't go  
beyond signs) & wristbands

Schematic of area with boundary attached?  Yes  No

Describe how proceeds or event will benefit community: proceeds will be  
received by ISC, nonprofit organization serving the  
community

Describe how alcohol will be served: plastic cups

When will the ABC Special Occasion Permit be submitted, if required: <sup>by</sup> August 8, 2023

Which non-profit will be submitting the ABC application, if required: Int'l. Storytelling Center

How will the Special Event/Special Occasion boundaries be established so that all alcohol consumption will take place within the approved area: Picket fencing, Do not Cross Tape, monitored, signs, you can't go beyond signage

How will the area be marshaled: Volunteers, TSC staff

How will the legal age of consumers be monitored: ID's checked, wristbands

How are participants identified: Wrist bands & ID's checked, drivers license

Who are the contact people during the event, and whom does the Police contact if communication is required: Lesley McDavid 423-943-7060  
Sandy Reaves 423-306-8941

How can the contacts above be located during the event: By phone & at location

Phone #(s): 423-306-8941, 423-943-7060

Has proof of liability insurance been provided?  Yes  No

Town of Jonesborough been named co-insured?  Yes  No

Date of Policy Term: From 11/10/2022 To 11/10/2023

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.

Lesley McDavid / Facility Director  
Name / Title

International Storytelling Center  
Organization

Lesley McDavid  
Signature

7/6/23  
Date

Zak Jenkins  
Name / Title

Main Street Cafe  
Restaurant

[Signature]  
Signature

7/6/23  
Date

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

DATE: JULY 10, 2023 AGENDA ITEM #: 10 *Consent Agenda*

SUBJECT: Water Fund Capital Projects

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**BACKGROUND:**

Finance Director Robert Anderson prepared a detailed memorandum on the Water Fund Capital Projects and funding (see attached).

**RECOMMENDATION:**

Approve (1) our capital projects plan with its affected changes and that the TDEC ARPA funds be utilized in full to repay the 1M CON as soon as practicable when received; and (2) recognition of the original intent of utilizing the 1.25M CON to reclaim/replenish our local funds that were otherwise utilized as specified within our plan.



Memorandum:

To: Glenn Rosenoff

From: Robert Anderson

#### Water Fund Capital Projects and funding

The town originally planned the meter project to be funded by the TDEC ARPA funds and from a 4.75M Capital Outlay Note (CON) issuance. Due to other ongoing projects and needs an additional 1.25M CON was issued. The TDEC ARPA funding was expected in January 2023 and we have ended June 2023 with the amount due from the state and still outstanding. As a result of the delay, to continue ongoing projects, the town utilized all of the 4.75M CON and 1.25M CON on these projects (based on the Water Capital Projects Funding Plan). The TDEC reimbursement may be viewed as a reimbursement of the CONs issued; however, this is not the case. The 1.25M CON was issued for water improvement projects, including projects that had already been started by utilizing local funds held in reserves. Based on the Water Capital Projects Funding Plan the town spent \$1,359,342 using local funds.

The planned intent was to utilize up to \$665,412 of the 1.25M CON proceeds to fund projects already paid for using local funds and restore reserve balances. However, since the TDEC ARPA monies were not otherwise available the entire balance of the CON was utilized before June 30<sup>th</sup>.

In lieu of having these funds available the town issued a 1M CON which was unrestricted in purpose to be repaid with the TDEC ARPA funds when they were to be received.

In summary, I recommend the approval of our capital projects plan with its affected changes and that the TDEC ARPA funds be utilized in full to repay the 1M CON as soon as practicable when received. Additionally, I recommend the recognition of the original intent of utilizing the 1.25M CON to restore reserve balances that were otherwise utilized as specified within our plan. This action clarifies the use of the funds and to also makes clear that the TDEC ARPA funds when received are otherwise regarded as a reimbursement and ultimately unrestricted local funds.

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

**DATE:**       JULY 10, 2023       **AGENDA ITEM #:**       1      

**SUBJECT:**       Financial Report      

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

	Current Year		Prior Year	
	<u>June</u>	<u>YTD</u>	<u>June</u>	<u>YTD (Audit)</u>
<b>GENERAL FUND</b>				
Revenues	\$ 1,142,558.31	\$ 10,834,172.70	\$ 2,204,384.67	\$ 11,172,395.00
Expenditures	\$ 1,056,959.30	\$ 11,401,037.91	\$ 1,300,003.22	\$ 10,063,377.00
Rev. Over/(Under) Exp.	\$ 85,599.01	\$ (566,865.21)	\$ 904,381.45	\$ 1,109,018.00
<b>DRUG FUND</b>				
Revenues	\$ 1,755.00	\$ 57,747.32	\$ 1,225.05	\$ 12,337.00
Expenditures	\$ (17.75)	\$ 8,240.99	\$ 158.89	\$ 1,891.00
Rev. Over/(Under) Exp.	\$ 1,772.75	\$ 49,506.33	\$ 1,066.16	\$ 10,446.00
<b>SOLID WASTE FUND</b>				
Revenues	\$ 50,769.25	\$ 738,990.86	\$ 82,531.23	\$ 675,444.00
Expenditures	\$ 50,215.37	\$ 764,193.44	\$ 46,342.56	\$ 658,138.00
Rev. Over/(Under) Exp.	\$ 553.88	\$ (25,202.58)	\$ 36,188.67	\$ 17,306.00
<b>HRA INTERNAL SERV. FUND</b>				
Revenues	\$ 5,790.00	\$ 69,230.00	\$ 6,040.00	\$ 69,800.00
Expenditures	\$ 5,948.97	\$ 74,876.55	\$ 13,245.89	\$ 65,756.00
Rev. Over/(Under) Exp.	\$ (158.97)	\$ (5,646.55)	\$ (7,205.89)	\$ 4,044.00
<b>WATER/SEWER FUND</b>				
Revenues*	\$ (4,013,059.76)	\$ 11,303,341.00	\$ 371,180.49	\$ 8,396,096.00
Expenditures**	\$ 841,444.33	\$ 9,916,376.80	\$ 227,993.81	\$ 7,608,366.00
Rev. Over/(Under) Exp.	\$ (4,854,504.09)	\$ 1,386,964.20	\$ 143,186.68	\$ 787,730.00
* Revenue decreased for 4.75&1.25M note proceeds reclassified to liability. Otherwise revenue is 1,986,940.24, which includes 1.05M in TDEC ARPA funds as receivable.				
** Expenditures do not reflect items coded directly to asset accounts.				
<b>K-8 CAPITAL PROJECT FUND</b>				
Revenues	\$ 2,190,019.93	\$ 37,195,560.18	\$ 7,398,718.29	\$ 12,745,718.00
Expenditures	\$ 1,794,729.44	\$ 37,101,916.27	\$ 7,300,662.89	\$ 13,343,947.00
Rev. Over/(Under) Exp.	\$ 395,290.49	\$ 93,643.91	\$ 98,055.40	\$ (598,229.00)

Note: June amounts do not include all accruals. The office is still processing items for year end and these amounts will continue to change.

7/06/2023 \*GL060D\*  
 FUND #-010 REVENUE GENERAL FUND

TOWN OF JONESBOROUGH  
 REVENUE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 1  
 TIME 9:21  
 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN
30000	* GENERAL FUND REVENUE *					
3110	PROPERTY TAXES - CURRENT	2,071,648.00	9,639.00	2,032,821.00	38,827.00	1.87
3111	PUBLIC UTILITY TAX - CURRENT	45,000.00	.00	35,874.00	9,126.00	20.28
3130	PROP.TAXES-INT.&PENALTY	20,000.00	821.67	12,808.56	7,191.44	35.95
3141	IN LIEU OF POWER BOARD TAX	64,000.00	56,193.45	56,193.45	7,806.55	12.19
3142	IN LIEU OF TVA TAX	60,000.00	17,614.08	70,456.32	10,456.32	17.42
3143	IN LIEU OF PROPERTY TAX	260,000.00	.00	130,000.00	130,000.00	50.00
3144	TVA IMPACT PAYMENT	24,000.00	.00	28,273.98	4,273.98	17.80
3150	LOCAL SALES TAX	2,510,000.00	320,646.71	2,844,564.54	334,564.54	13.32
3160	WHOLESALE BEER TAX	230,000.00	18,890.29	215,749.30	64,250.70	22.94
3161	ALCOHOLIC BEV.FEES/APPLICATIONS	8,000.00	470.00	15,694.42	7,694.42	96.18
3162	WHOLESALE LIQUOR TAX	140,000.00	9,181.56	123,245.78	16,754.22	11.96
3170	BUSINESS TAXES	170,000.00	32,319.47	191,743.49	21,743.49	12.79
3180	HOTEL - MOTEL TAX	70,000.00	5,274.13	66,205.04	3,794.96	5.42
3190	CORPORATE EXCISE TAX	30,000.00	.00	33,684.68	3,684.68	12.28
3191	CABLE FRANCHISE FEE	92,000.00	5,471.09	83,885.91	8,114.09	8.81
3210	BUILDING PERMITS	180,000.00	11,848.48	166,704.04	13,295.96	7.38
3212	REZONING/PLAN REVIEW/VARIANCE FEE	2,000.00	1,520.00	5,640.00	3,640.00	182.00
3214	STORMWATER FEES	3,000.00	.00	1,493.00	1,507.00	50.23
3340	SC-TITLE IIIS TRANSPORTATION	41,820.00	2,804.00	38,323.00	3,497.00	8.36
3345	SC-CARES FUNDING-MY RIDE PROGRAM	6,000.00	.00	18,700.00	18,700.00	100.00
3350	SEN.CITIZEN-COUNTY REVENUE	45,000.00	.00	45,000.00	.00	.00
3360	SEN.CITIZEN - STATE REVENUE	13,000.00	1,116.00	12,276.00	724.00	5.56
3367	SC - UNITED WAY FUNDING	5,250.00	1,250.00	5,000.03	249.97	4.76
3368	SENIOR CENTER TCAD STATE GRANT	8,000.00	.00	8,000.00	.00	.00
3370	SC-HEALTH PROMO & CLASS REVENUE	35,000.00	4,205.50	45,225.17	10,225.17	29.21
3375	SENIOR CENTER - RENTAL REVENUE	800.00	250.00	600.00	200.00	25.00
3376	SENIOR CENTER - MEMBERSHIP DUES	27,000.00	649.49	16,215.57	10,784.43	39.94
3377	SENIOR CENTER -MY RIDE FEES	10,000.00	.00	3,536.00	6,464.00	64.64
3410	STATE SALES TAX	650,460.00	58,594.88	694,159.40	43,739.40	6.72
3420	STATE BEER TAX	2,754.00	.00	2,675.77	78.23	2.84
3430	STATE MIXED DRINK TAX	15,000.00	1,335.81	18,744.91	3,744.91	24.96
3435	STATE TELECOMMUNICATION TAX	6,500.00	466.97	5,944.16	585.84	9.01
3440	STATE INCOME TAX	16,195.00	.00	2,812.17	13,382.83	82.63
3445	STATE LOCAL OCCUPANCY TAX	4,500.00	1,166.33	9,013.83	4,513.83	100.30
3450	STATE CITY STREET	10,724.00	894.63	10,736.17	12.17	.11
3455	STATE SPORTSBETTING	6,000.00	.00	9,557.46	3,557.46	59.29
3460	STATE MAINTENANCE REIMBURSEMENT	40,000.00	1,088.53	9,671.01	30,328.99	75.82
3470	STATE STREET AID REVENUES	214,000.00	18,247.02	204,273.14	9,726.86	4.54
3475	VETERANS WAR MEMORIAL PROJECT	.00	.00	3,100.00	3,100.00	100.00
3490	PEP SAFETY GRANT-EMPLOYEE WELLNES	2,000.00	.00	2,000.00	.00	.00
3492	PEP DRIVER SAFETY GRANT	4,000.00	.00	4,000.00	.00	.00
3493	TREE & TOWNSCAPE SPEC.PROJ.REVENU	500.00	.00	.46	499.54	99.90
3494	PEP - PROPERTY GRANT PROGRAM	.00	.00	5,000.00	5,000.00	100.00
3611	WASHINGTON COUNTY FIRE FUNDS	132,500.00	.00	135,000.00	2,500.00	1.88
3612	WASH.CNTY-SPECIAL APPRO-FIRE FUND	214,000.00	86,377.96	212,522.70	1,477.30	.69
3615	SCHOOL PROJECT MANAGEMENT FEES	30,000.00	.00	30,000.00	.00	.00

7/06/2023  
 FUND #-010 REVENUE GENERAL FUND

\*CL060D\*

TOWN OF JONESBOROUGH  
 REVENUE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 2  
 TIME 9:21  
 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
3630	VISITOR CENTER - AUDITORIUM RENT	12,000.00	1,865.00	14,426.25	2,426.25-	20.21-
3650	VISITOR CENTER GIFT SHOP	45,000.00	3,487.75	55,341.64	10,341.64-	22.98-
3651	VISITOR CENTER MISCELLANEOUS	1,000.00	13,508.82-	8,847.87	7,847.87-	784.78-
3653	VISITOR CENTER - SPECIAL PROGRAM	10,000.00	20.33-	8,608.19	1,391.81	13.91
3659	GAZEBO RENTAL	350.00	.00	80.00	270.00	77.14
3660	RECREATION EVENTS/SPECIAL PROGRAM	4,000.00	500.00	9,007.28	5,007.28-	125.18-
3661	STATE OF TN TOURISM GRANT	12,000.00	20,556.84	26,816.84	14,816.84-	123.47-
3662	SPRING JURIED ART SHOW	.00	.00	135.80	135.80-	100.00-
3663	MUSIC ON THE SQUARE REVENUES	12,000.00	3,585.55	50,941.17	38,941.17-	324.50-
3664	RECREATION RESERVE REVENUES	2,000.00	.00	.00	2,000.00	100.00
3667	REPETOARY THEATRE/JFAC	40,000.00	15,940.75	67,524.50	27,524.50-	68.81-
3669	JRT PLAYERS EDUCATION PROGRAM	50,000.00	13,078.00	66,910.06	16,910.06-	33.82-
3670	STORY INITIATIVE PROGRAM REVENUES	.00	.00	15.95	15.95-	100.00-
3671	STORY TOWN RADIO SHOW REVENUE	11,000.00	1,701.25	22,065.44	11,065.44-	100.59-
3672	JRT DON SQUIBB SCHOLARSHIP PROGRA	3,000.00	.00	5,822.47	2,822.47-	94.08-
3673	MAIN STREET USA REVENUES	4,000.00	.00	574.00	3,426.00	85.65
3674	MAIN ST.BREWS & TUNES REVENUES	6,000.00	1,441.00	9,428.81	3,428.81-	57.14-
3675	MAIN ST.JONESBOROUGH DAYS REVENUE	20,000.00	11,179.10	43,063.13	23,063.13-	115.31-
3680	WETLANDS-SEASON PASSES	34,000.00	11,556.04	26,257.65	7,742.35	22.77
3681	WETLANDS-FACILITY RENTAL	32,000.00	11,785.00	31,687.00	313.00	.97
3682	WETLANDS-DAILY ADMISSIONS	260,000.00	111,262.42	254,035.09	5,964.91	2.29
3683	WETLANDS-CONCESSIONS	75,000.00	33,969.05	72,159.70	2,840.30	3.78
3684	WETLANDS-TUBE RENTALS	3,000.00	15.00	1,625.00	1,375.00	45.83
3685	WETLANDS-SNOWBALL SALES	9,000.00	5,348.08	10,474.83	1,474.83-	16.38-
3688	WETLANDS-SWIM LESSONS/CPR TRAININ	2,500.00	1,143.18	2,629.30	129.30-	5.17-
3689	POLICE FINES	3,500.00	220.00-	3,176.30	323.70	9.24
3710	GENERAL SESSIONS COURT FINES	160,000.00	10,784.51	159,019.56	980.44	.61
3711	LITIGATION TAX	75,000.00	10,000.00	52,077.71	22,922.29	30.56
3712	DEFENSIVE DRIVING SCHOOL REVENUE	3,500.00	359.16	4,937.64	1,437.64-	41.07-
3713	SHOP WITH COP PROGRAM	10,000.00	438.90	17,051.86	7,051.86-	70.51-
3714	DRIVING SCHOOL TECH FEES.	20,000.00	1,332.00	16,768.00	3,232.00	16.16
3716	PS ELECTRONIC CITATION FEE RESERV	.00	.00	18,990.78	18,990.78-	100.00-
3717	DOJ BULLET PROOF VESTS GRANT	2,000.00	228.00	2,052.00	52.00-	2.60-
3718	DOJ COPS GRANT	3,500.00	.00	3,496.00	4.00	.11
3721	TN HWY SAFETY GRANT	45,000.00	87,209.55	87,209.55	42,209.55-	93.79-
3724	CLERK ELECTRONIC CITATION FEE RES	2,500.00	.00	874.00	2,500.00	100.00
3725	JONESBOROUGH COPS FOR KIDS	1,000.00	.00	454.94	126.00	12.60
3726	PAWS IN BLUE CANINE REVENUE CONT.	7,000.00	.00	7,000.00	454.94-	100.00-
3727	MCKINNEY CENTER - RENTAL FEES	12,000.00	1,811.25	12,346.25	.00	.00
3771	NEM PROG.-DONATIONS	.00	20.00	3,717.93	346.25-	2.88-
3772	MARY MARTIN-EDUCATION FEES	75,000.00	5,852.41	90,125.22	3,717.93-	100.00-
3774	MCKINNEY SCHOLARSHIP FUND REVENUE	5,000.00	285.00	7,533.93	15,125.22-	20.16-
3775	MCKINNEY CENTER MEMBERSHIP REVENU	2,500.00	.00	2,089.56	2,533.93-	50.67-
3778	TAC GRANT-STORY TOWN RADIO SHOW	2,500.00	.00	.00	410.44	16.41
3780	LPRP-LINCOLN COMMUNITY PARK GRANT	39,600.00	.00	.00	2,500.00	100.00
3781	SERVING TENNESSEE SENIORS GRANT	5,000.00	.00	5,000.00	39,600.00	100.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
3784	TAC GRANT-ABC- PLAY IN A WEEK	.00	3,150.00	3,150.00	3,150.00-	100.00-
3786	TAC GRANT COMM.PLAY CREATIVE PLAC	2,500.00	.00	.00	2,500.00	100.00
3789	TN DIRECT LOCAL ARPA FUNDS	300,000.00	.00	.00	300,000.00	100.00
3810	INTEREST EARNED	1,000.00	4,462.30	26,723.38	25,723.38-	572.33-
3822	POST OFFICE RENT	88,000.00	4,615.07	85,288.96	2,711.04	3.08
3823	LEASE REVENUE	58,374.00	31,178.72	83,813.82	25,439.82-	43.58-
3844	MISCELLANEOUS REVENUE	.00	472.00-	.00	.00	43.58-
3855	WATER FUND RENT PAYMENT	40,000.00	.00	20,000.00	20,000.00	50.00
3950	AUCTION PROCEEDS - SURPLUS EQUIP.	25,000.00	.00	8,881.33	16,118.67	64.47
3955	IN LIEU SIDEWALK PAYMENT RESERVE	40,000.00	.00	.00	40,000.00	100.00
3963	SENIOR CENTER-SPECIAL PROJECTS RE	.00	3,442.76	60,868.84	60,868.84-	100.00-
3974	KEEP JONES.BEAUTIFUL REVENUE	.00	.00	285.78	285.78-	100.00-
3975	FLAG REPLACEMENT REVENUE	200.00	280.00	510.00	310.00-	155.00-
3976	CHUCKEY DEPOT MUSEUM REVENUE	3,000.00	2,545.50	9,234.91	6,234.91-	207.83-
3977	CEMETERY MAINTENANCE REVENUE	.00	.00	.72	.72-	100.00-
3978	CONTRIB.-CIVITIAN-DOG PARK CONSTRU	25,000.00	.00	.00	25,000.00	100.00
3989	CONTRIB.-S.KING-PROJ.DIR.	30,000.00	.00	.00	30,000.00	100.00
3990	TRANS.FROM 2020 IN MEF CON FUNDS	224,140.00	.00	.00	224,140.00	100.00
3991	TRANS. FRM POLICE VEHICLE CON FUN	150,000.00	.00	.00	150,000.00	100.00
3992	TRANS.FRM IN LIEU OF SIDEWALK RES	59,000.00	.00	.00	59,000.00	100.00
3993	PROCEEDS-INTERIM LOAN-JACKSON TH	2,448,440.00	76,708.84	1,287,870.64	1,160,569.36	47.40
3995	TRANSFER FROM DRUG SETTLEMENT RES	135,500.00	.00	.00	135,500.00	100.00
3996	TRANSFER FRM S.KING RESRV-SIDEWAL	100,000.00	.00	.00	100,000.00	100.00
3997	TRANS.FRM S.KING RESRV-JACKSON TH	125,000.00	.00	.00	125,000.00	100.00
3998	TRANS.FRM POLICE/FIRE DONATION RE	50,000.00	.00	.00	50,000.00	100.00
3999	TRANSFER FRM SC FY22 GOV.APPRO.	25,234.00	.00	.00	25,234.00	100.00
4000	MCKINNEY - HUMANITIES NEIGHBORH S	3,728.00	.00	3,728.00	.00	.00
4910	INSURANCE RECOVERIES	.00	.00	263,490.93	263,490.93-	100.00-
3810	LEASE INTEREST	.00	12,916.11	12,916.11	12,916.11-	100.00-
3667	--SUB TOTAL--	.00	12,916.11	12,916.11	12,916.11-	100.00-
3667	JRT LION, WITCH, AND WARDROBE	.00	27,484.53-	.00	.00	.00
3667	--SUB TOTAL--	.00	27,484.53-	.00	.00	.00
3667	JRT ANYTHING GOES	.00	3,172.83-	16,854.02	16,854.02-	100.00-
3667	--SUB TOTAL--	.00	3,172.83-	16,854.02	16,854.02-	100.00-
3667	JRT USO SHOW	.00	11,908.51	20,369.06	20,369.06-	100.00-
3667	--SUB TOTAL--	.00	11,908.51	20,369.06	20,369.06-	100.00-
3667	JRT PETER PAN	.00	.00	400.00-	400.00	100.00-
3667	--SUB TOTAL--	.00	.00	400.00-	400.00	100.00-
3667	JRT DEARLY BELOVED	.00	.00	2,055.00-	2,055.00	100.00-
3667	--SUB TOTAL--	.00	.00	2,055.00-	2,055.00	100.00-
3667	JRT IT'S A WONDERFUL LIFE RADIO P	.00	.00	844.00-	844.00	100.00-
3667	--SUB TOTAL--	.00	.00	844.00-	844.00	100.00-
3667	JRT THE PLAY THAT GOES WRONG	.00	.00	2,255.00-	2,255.00	100.00-
3667	--SUB TOTAL--	.00	.00	2,255.00-	2,255.00	100.00-
3667	BEAUTIFUL	.00	.00	1,550.00-	1,550.00	100.00-
3667	--SUB TOTAL--	.00	.00	1,550.00-	1,550.00	100.00-
3667	MUSIC MAN	.00	.00	1,250.00-	1,250.00	100.00-
3667	--SUB TOTAL--	.00	.00	1,250.00-	1,250.00	100.00-

7/06/2023 \*GL060D\*  
 FUND #-010 REVENUE GENERAL FUND

TOWN OF JONESBOROUGH  
 REVENUE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 4  
 TIME 9:21  
 -- DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	REMAIN.
3667	CRAZY FOR YOU	.00	.00	5,014.52-	5,014.52	100.00-
	--SUB TOTAL--	.00	.00	5,014.52-	5,014.52	100.00-
3667	JRT - INTO THE WOODS	.00	.00	400.00-	400.00	100.00-
	--SUB TOTAL--	.00	.00	400.00-	400.00	100.00-
3667	JRT - ANASTASIA	.00	.00	6,361.95-	6,361.95	100.00-
	--SUB TOTAL--	.00	.00	6,361.95-	6,361.95	100.00-
3667	JRT CONCESSIONS	.00	1,125.37	770.99	770.99-	100.00-
	--SUB TOTAL--	.00	1,125.37	770.99	770.99-	100.00-
3667	JRT DUE FROM JRT CHECKING	.00	631.80	12.02	12.02-	100.00-
	--SUB TOTAL--	.00	631.80	12.02	12.02-	100.00-
*	GENERAL FUND REVENUE *	12,629,717.00	1,142,558.31	10,834,172.70	1,795,544.30	14.21
	---	12,629,717.00	1,142,558.31	10,834,172.70	1,795,544.30	14.21



MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN
30000	* SOLID WASTE REVENUE *					
3700	CUSTOMER CHARGE	655,000.00	47,059.30	688,394.25	33,394.25-	5.09-
3705	SERVICE CHARGE	19,000.00	1,550.00	15,900.00	3,100.00	16.31
3708	BRUSH/TIRE DISPOSAL FEES	100.00	2.00	32.00	68.00	68.00
3710	COMPOST/MULCH SALES	16,000.00	685.05	7,271.89	8,728.11	54.55
3715	RECYCLED MATERIAL SALES	30,000.00	705.65	15,748.65	14,251.35	47.50
3945	TOTE CART/DUMPSTER PURCHASE	1,000.00	56.00-	234.00	766.00	76.60
3970	TRUCK RENTALS	4,000.00	450.00	4,289.00	299.00-	7.47-
3975	BAGSTER BAG SALES	.00	373.25	782.05	782.05-	100.00-
3980	AUCTION PROCEEDS	20,000.00	.00	5,776.32	14,223.68	71.11
3985	IN DIRECT LOCAL ARPA FUNDS	46,115.00	.00	.00	46,115.00	100.00
4910	INSURANCE RECOVERY	.00	.00	552.70	552.70-	100.00-
	* SOLID WASTE REVENUE *	791,215.00	50,769.25	738,990.86	52,224.14	6.60
	---	791,215.00	50,769.25	738,990.86	52,224.14	6.60

---FUND TOTAL---



MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
30000	**HEALTH REIMBURSEMENT REVENUES**					
3110	HRA CONTRIBUTIONS - GENERAL FUND	.00	2,730.00	32,510.00	32,510.00-	100.00-
3115	HRA CONTRIBUTIONS - SW FUND	.00	750.00	9,000.00	9,000.00-	100.00-
3120	HRA CONTRIBUTIONS - WAT/SEWER FUN	.00	2,310.00	27,720.00	27,720.00-	100.00-
	**HEALTH REIMBURSEMENT REVENUES**	.00	5,790.00	69,230.00	69,230.00-	100.00-
	---FUND TOTAL---	.00	5,790.00	69,230.00	69,230.00-	100.00-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
30000	* WATER/SEWER FUND REVENUE *					
3810	INTEREST EARNED	3,200.00	1,038.80	10,862.15	7,662.15-	239.44-
3910	WATER SALES	5,860,000.00	393,139.73	5,512,778.52	347,221.48	5.92
3920	SEWER SALES	1,600,000.00	94,555.93	1,450,872.31	149,127.69	9.32
3945	DISCONNECT FEES	25,000.00	6,447.32	27,279.41	2,279.41-	9.11-
3950	SERVICE CHARGES	55,000.00	5,250.00	49,000.15	5,999.85	10.90
3951	WATER TAP FEES	300,000.00	505.00	283,904.80	16,095.20	5.36
3952	SEWER TAP FEES	144,000.00	11,000.00	172,850.00	28,850.00-	20.03-
3954	SEWER TAP INSPECTION FEES	2,500.00	175.00	2,450.00	50.00	2.00
3955	SEWER INDUSTRIAL USER PERMIT FEES	3,850.00	.00	5,000.00	1,150.00-	29.87-
3957	SEWER LINE EXTENSIONS	.00	.00	9,138.20	9,138.20-	100.00-
3960	WATER LINE EXTENSION FEES	.00	.00	66,877.96	66,877.96-	100.00-
3976	2021 EDA INDUST PARK GRANT REV	.00	.00	108,394.07	108,394.07-	100.00-
3977	TDOT REVENUE	.00	326.90	326.90	326.90-	100.00-
3985	AUCTION PROCEEDS	10,000.00	.00	2,635.65	7,364.35	73.64
3986	SALE OF PROPERTY	.00	.00	50,526.65	50,526.65-	100.00-
3992	CAP CONTR.-WASH.CNTY-WL PROJ.	.00	306,745.05	1,667,628.26	1,667,628.26-	100.00-
3995	TN DIRECT LOCAL ARPA FUNDS	483,935.00	1,167,756.51	1,874,011.51	1,390,076.51-	287.24-
3997	PROCEEDS - 2022A NOTE	.00	1,250,000.00-	.00	.00	287.24-
3998	PROCEEDS-2022 NOTE	4,750,000.00	4,750,000.00	.00	4,750,000.00	100.00
4910	INSURANCE RECOVERY	.00	.00	704.46	704.46-	100.00-
3951	WATER TAP DISCOUNTED COST CNTY LI	.00	.00	8,100.00	8,100.00-	100.00-
	--SUB TOTAL--	.00	.00	8,100.00	8,100.00-	100.00-
	* WATER/SEWER FUND REVENUE *	13,237,485.00	4,013,059.76-	11,303,341.00	1,934,144.00	14.61
	---	13,237,485.00	4,013,059.76-	11,303,341.00	1,934,144.00	14.61

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	BALANCE	% REMAIN.
30000	**K-8 CAPITAL PROJ.FUND REVENUE**					
3200	DEBT PROCEEDS-PHASE II-INTERIM	.00	.00	5,072,386.02	5,072,386.02-	100.00-
3250	K-8 DEBT PROCEEDS - PHASE I&II EX	.00	.00	131,893.70	131,893.70-	100.00-
3300	K-8 DEBT PROCEEDS-PHASE III-INTER	.00	2,172,532.43	8,051,797.00	8,051,797.00-	100.00-
3400	BAN Extension Proceeds	.00	.00	23,651,995.96	23,651,995.96-	100.00-
3700	TN DEPT.AG - TREE GRANT	.00	17,487.50	17,487.50	17,487.50-	100.00-
3750	AG LEARNING CENTER TN DIRECT APP	.00	.00	270,000.00	270,000.00-	100.00-
	**K-8 CAPITAL PROJ.FUND REVENUE**	.00	2,190,019.93	37,195,560.18	37,195,560.18-	100.00-
	---FUND TOTAL---	.00	2,190,019.93	37,195,560.18	37,195,560.18-	100.00-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
11000	* GENERAL ADMINISTRATION *						
0000	* GENERAL ADMINISTRATION *	.00	.00	.00	900.00	900.00-	100.00-
4100	SALARIES & WAGES	433,003.00	31,965.80	480,380.00	.00	47,377.00-	10.94-
4210	PAYROLL TAXES (FICA)	33,125.00	2,273.52	33,638.18	.00	513.18-	1.54-
4211	RETIREMENT	26,110.00	1,536.79	24,632.49	.00	1,477.51	5.65
4212	EMPLOYEE INSURANCE	54,262.00	1,314.65-	72,523.10	.00	18,261.10-	33.65-
4214	UNEMPLOYMENT TAX (SUTA)	400.00	3.86	159.71	.00	240.29	60.07
4215	WORKER'S COMP. INSURANCE	4,234.00	23.15	3,071.22	.00	1,162.78	27.46
4310	OFFICE SUPPLIES	6,000.00	41.33	4,190.63	194.15-	2,003.52	33.39
4311	STATIONERY/FORMS	1,800.00	466.93	1,976.41	102.01-	74.40-	4.13-
4312	EQUIP.LEASES & MAINT.CONTRACTS	32,700.00	3,334.57	23,631.61	.00	9,068.39	27.73
4313	COMPUTER CONSULTANTS/UPGRADES	15,000.00	5,166.88	28,094.31	.00	13,094.31-	87.29-
4314	SMALL EQUIP.& FURNISHINGS	4,500.00	.00	4,888.76	.00	388.76-	8.63-
4323	FOOD	14,000.00	1,352.93	13,815.68	1,325.00	1,140.68-	8.14-
4324	JANITORIAL/CLEANING	3,500.00	157.97	2,119.21	50.57-	1,431.36	40.89
4326	UNIFORMS/SAFETY SHOES	1,800.00	51.00	715.84	.00	1,084.16	60.23
4328	POSTAGE	3,000.00	136.49	2,394.23	.00	605.77	20.19
4330	BANK/CREDIT CARD FEES	3,000.00	5.00	2,911.54	.00	88.46	2.94
4340	MISCELLANEOUS SUPPLIES	3,000.00	572.93	4,354.31	62.65-	1,291.66-	43.05-
4355	MEDICAL	2,600.00	184.05	2,024.55	.00	575.45	22.13
4410	BUILDING MAINTENANCE	4,000.00	343.80	13,068.21	1,118.82-	7,949.39-	198.73-
4415	BUILDING MAINTENANCE - ISC BLDG.	4,000.00	.00	352.00	.00	3,648.00	91.20
4420	EQUIPMENT REPAIRS	250.00	.00	.00	.00	250.00	100.00
4510	ELECTRIC/GAS	14,500.00	817.24	14,063.89	.00	436.11	3.00
4520	WATER	1,200.00	97.57	806.84	.00	393.16	32.76
4550	PHONES/INTERNET	12,500.00	1,286.51	11,263.30	.00	1,236.70	9.89
4601	GENERAL ENGINEERING	35,000.00	4,450.00	58,325.00	.00	23,325.00-	66.64-
4615	WEBSITE MAINTENANCE	5,500.00	50.00	682.66	.00	4,817.34	87.58
4651	AUDIT/ACCOUNTING	25,000.00	.00	26,069.50	.00	1,069.50-	4.27-
4652	LEGAL FEES/LEGAL ADS	60,000.00	20,991.29	62,711.90	.00	2,711.90-	4.51-
4653	OTHER CONTRACTED SERVICES	.00	.00	14,870.64	.00	14,870.64-	100.00-
4657	MUNICIPAL JUDGE	9,500.00	1,575.00	8,925.00	.00	575.00	6.05
4658	ANIMAL CONTROL	1,500.00	31.36	252.07	.00	1,247.93	83.19
4659	USDA WILDLIFE MANAGEMENT	3,100.00	.00	.00	.00	3,100.00	100.00
4660	RESIDENT INFORMATION	5,000.00	500.00	5,280.00	.00	280.00-	5.60-
4710	GASOLINE/OIL	5,700.00	138.02	4,752.64	.00	947.36	16.62
4720	TIRES	700.00	.00	.00	.00	700.00	100.00
4730	VEHICLE REPAIRS/MAINT.	1,000.00	13.44	2,862.11	11.33-	1,850.78-	185.07-
4735	GPS - TELEMATICS	500.00	.00	473.37	.00	26.63	5.32
4740	TRAVEL/TRAINING/CAR ALLOWANCE	2,500.00	400.75	2,350.62	.00	149.38	5.97
4813	PROPERTY/LIABILITY INSURANCE	108,000.00	13,252.87-	123,652.06	.00	15,652.06-	14.49-
4815	TAX RELIEF PROGRAM	13,000.00	928.00	14,127.00	.00	1,127.00-	8.66-
4906	VETERAN'S MEMORIAL EXPENSE	2,500.00	206.08	983.32	111.88-	1,628.56	65.14
4910	DUES/SUBSCRIPTIONS/PERMITS	1,000.00	54.99	1,408.82	107.98-	300.84-	30.08-
4911	MTAS/TWL FEES	3,500.00	.00	3,183.00	.00	317.00	9.05
4913	LIBRARY APPROPRIATION	13,500.00	.00	13,500.00	.00	.00	.00
4915	NE TN TOURISM APPROPRIATION	2,000.00	.00	2,000.00	.00	.00	.00
4916	WC MUSEUM/HERITAGE ALLIANCE APPRO	50,000.00	4,166.67	50,000.04	.00	.04-	.00

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN
4917	BUILDING INSPECTION	3,800.00	45.00	241.41	.00	3,558.59	93.64
4918	DIRTY STREET FIGHTERS	7,000.00	352.83	4,891.86	122.51	2,230.65	31.86
4920	F.T.D.D. APPROPRIATION	1,650.00	.00	1,649.00	.00	1.00	.06
4921	F.T.H.R.A. APPRO.	7,301.00	.00	7,301.00	.00	.00	.00
4922	WC B.M.S. APPROPRIATION	28,000.00	.00	28,000.00	.00	.00	.00
4924	NE TN REGIONAL ECONOMIC PARTNERSH	7,000.00	.00	7,000.00	.00	.00	.00
4925	HISTORIC ZONING COMM TRAINING	500.00	.00	.00	.00	500.00	100.00
4926	VET.PARK APPROPRIATION	2,500.00	.00	2,500.00	.00	.00	.00
4927	MOTS APPROPRIATION	6,000.00	.00	6,000.00	.00	.00	.00
4928	PAWS IN BLUE APPROPRIATION	6,000.00	.00	6,000.00	.00	.00	.00
4929	JRT APPROPRIATION	6,000.00	.00	6,000.00	.00	.00	.00
4935	MAIN STREET JONES PROGRAM EXP.	20,000.00	1,000.00	9,500.00	.00	3,500.00	58.33
4936	MAIN ST.-BREWS & TUNES PROGRAM	6,000.00	449.99	17,835.33	440.00	1,724.67	8.62
4937	MAIN ST.-JONESBOROUGH DAYS	20,000.00	2,300.00	10,504.67	.00	4,504.67	75.07
5670	PRIN.-2020 RD COMM.FACILITY LOAN	58,306.00	4,923.03	58,305.99	.00	11,056.32	55.28
5671	INT.-2020 RD COMM.FACILITY LOAN	91,119.00	7,528.97	91,118.01	.00	.99	.00
5677	PRIN.-2020 TN MUNI BOND FUND CON	118,000.00	.00	118,000.00	.00	.00	.00
5678	INT.-2020 TN MUNI BOND FUND CON	18,315.00	.00	18,315.00	.00	.00	.00
6175	VARIOUS PUBLIC WORKS PROJECTS	39,331.00	.00	.00	6,776.22	6,776.22	100.00
6500	UNAPPROPRIATED FUNDS	.00	.00	.00	.00	39,331.00	100.00
4923	FOOD - EMERGENCY	.00	.00	12,531.44	.00	12,531.44	100.00
	--SUB TOTAL--	.00	.00	12,531.44	.00	12,531.44	100.00
	* GENERAL ADMINISTRATION *	1,473,806.00	103,317.71	1,571,775.80	8,019.32	105,989.12	7.19

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
12000	* POLICE DEPARTMENT *						
0000	* POLICE DEPARTMENT *	.00	.00	.00	1,000.00	1,000.00-	100.00-
4100	SALARIES & WAGES	1,101,894.00	84,602.38	1,110,193.30	.00	8,299.30-	.75-
4210	PAYROLL TAXES (FICA)	84,295.00	6,040.19	79,177.90	.00	5,117.10	6.07
4211	RETIREMENT	77,133.00	5,922.16	77,454.56	.00	321.56-	.41-
4212	EMPLOYEE INSURANCE	179,816.00	2,510.00	194,505.48	.00	14,689.48-	8.16-
4214	UNEMPLOYMENT TAX (SUTA)	800.00	18.96	572.11	.00	227.89	28.48
4215	WORKER'S COMP.INSURANCE	29,644.00	202.82	26,909.98	.00	2,734.02	9.22
4310	OFFICE SUPPLIES	3,000.00	525.54	3,204.05	127.18-	76.87-	2.56-
4311	STATIONERY/FORMS	1,000.00	648.64	2,326.55	541.70	1,868.25-	186.82-
4312	EQUIP.LEASES & MAINT.CONTRACTS	15,000.00	1,500.37	13,060.78	.00	1,939.22	12.92
4313	SMALL EQUIP.-TN LOCAL APPROPRIATIO	.00	.00	152.23	.00	155.23-	100.00-
4314	UNIFORMS/CLOTHING	5,000.00	158.30	1,512.49	142.41-	3,629.92	72.59
4315	AMMUNITION	7,000.00	.00	3,210.65	.00	3,789.35	54.13
4326	POSTAGE	16,000.00	2,904.80	21,221.17	1,752.96	6,974.13-	43.58-
4328	MISCELLANEOUS SUPPLIES	1,500.00	153.62	1,762.81	.00	262.81-	17.52-
4340	SAFETY	5,000.00	182.59	5,858.12	327.13-	530.99-	10.61-
4350	MEDICAL	500.00	54.00	583.00	431.00	514.00-	102.80-
4355	EQUIPMENT REPAIRS	11,500.00	2,387.88	8,131.43	.00	3,368.57	29.29
4420	LITIGATION EXPENSE	1,000.00	.00	69.13	.00	930.87	93.08
4500	PS ELECTR.CITATION RESERVE EXP.	10,000.00	.00	3,812.48	.00	10,000.00	100.00
4505	CLERK ELECTR.CITATION RESERVE EXP	3,500.00	.00	224.10	.00	312.48-	8.92-
4507	MAINTENANCE EXPENSE-RADIO TOWER	2,000.00	31.21	1,075.08	.00	1,775.90	88.79
4510	HANDGUN PERMIT CLASS EXPENSE	1,000.00	.00	.00	.00	75.08-	7.50-
4515	DRIVING SCHOOL TECH FUND EXPENSES	2,000.00	.00	65.00	.00	1,935.00	96.75
4520	TELEPHONE/RADIOS/INTERNET	15,500.00	1,471.17	13,930.32	.00	1,569.68	10.12
4550	TRAINING	16,000.00	10,705.84	17,784.02	288.87-	1,495.15-	9.34-
4630	RESERVE OFFICER PROGRAM	3,500.00	.00	.00	2,570.00	930.00	26.57
4640	GASOLINE/OIL	55,000.00	4,011.89	49,403.08	.00	5,596.92	10.17
4710	TIRES	8,000.00	.00	1,364.01	.00	6,635.99	82.94
4720	REPAIR & MAINT.-SURPLUS VEH. & EQU	5,000.00	.00	3,448.64	111.09	1,440.27	28.80
4730	VEHICLE REPAIRS/MAINT.	18,000.00	5,331.82	25,315.06	524.81	7,839.87-	43.55-
4735	GPS - TELEMATICS	5,250.00	.00	2,613.24	.00	2,636.76	50.22
4740	TRAVEL	5,000.00	.00	2,746.53	.00	2,253.47	45.06
4745	TRAVEL/TRANSPORT-SURPLUS VEH.&EQU	5,000.00	.00	.00	.00	5,000.00	100.00
4850	STATE POLICE FINES	25,000.00	1,040.90	17,761.32	.00	7,238.68	28.95
4900	OTHER CONTRACTED SERVICES	36,105.00	1,253.12	34,943.16	628.00-	1,789.84	4.95
4910	DUES/SUBSCRIPTIONS/MEMBERSHIPS	1,550.00	.00	431.40	50.00	1,168.60	75.39
4933	PUBLIC EDUCATION/DRIVING SCHOOL	800.00	.00	1,394.42	.00	594.42-	74.30-
4936	PAWS IN BLUE CANINE EXPENSES	7,000.00	468.27	5,701.19	196.47-	1,495.28	21.36
4955	DOJ BULLET PROOF VESTS GRANT	5,000.00	.00	.00	.00	5,000.00	100.00
4962	TN HIGHWAY SAFETY GRANT EXPENSES	5,000.00	.00	.00	.00	5,000.00	100.00
5532	PRINCIPAL-2021 PS VEHICLE LEASE	117,000.00	.00	117,000.00	.00	.00	.00
5534	INTEREST-2021 PS VEHICLE LEASE	7,124.00	.00	7,123.35	.00	.65	.00
5705	2021 CAP. OUTLAY-POLICE VEHICLES	150,000.00	508.68	125,836.06	25,381.09	1,217.15-	.81-
5710	CAP. OUTLAY-APX 4500 MOBILE RADIOS	11,400.00	.00	.00	.00	11,400.00	100.00
5715	CAP. OUTLAY-APX 6000 PORTABLE RADI	19,600.00	.00	.00	.00	19,600.00	100.00

7/05/2023 \*GL060D\*  
 FUND #-010 EXPENDITURES GENERAL FUND

TOWN OF JONESBOROUGH  
 EXPENDITURE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 13  
 TIME 9:21  
 -- DEPARTMENT --

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
5720	CAP OUTLAY-PS TRAINING FACILITY	50,000.00	18,796.48	47,555.83	5,280.47	2,836.30-	5.67-
	* POLICE DEPARTMENT *	2,131,411.00	151,431.63	2,029,437.03	35,833.06	66,140.91	3.10

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
12200	* FIRE DEPARTMENT *				900.00	100.00-	
0000	* FIRE DEPARTMENT *	.00	.00	.00		900.00-	100.00-
4100	SALARIES & WAGES	407,758.00	32,683.49	429,949.30	.00	22,191.30-	5.44-
4210	PAYROLL TAXES (FICA)	31,193.00	2,321.37	30,813.50	.00	379.50	1.21
4211	RETIREMENT	28,543.00	2,287.84	30,046.83	.00	1,503.83-	5.26-
4212	EMPLOYEE INSURANCE	54,544.00	480.00	63,489.61	.00	8,945.61-	16.40-
4214	UNEMPLOYMENT TAX (SUVA)	325.00	.00	189.67	.00	135.33	41.64
4215	WORKER'S COMP. INSURANCE	6,572.00	44.29	5,875.85	.00	696.15	10.59
4310	OFFICE SUPPLIES	1,000.00	313.15	951.17	72.93	24.10-	2.41-
4311	STATIONERY/FORMS	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP LEASES & MAINT. CONTRACTS	6,000.00	291.65	5,521.27	.00	478.73	7.97
4314	SMALL EQUIP. & FURNISHINGS	30,000.00	41.28	24,468.73	5,784.72	233.45-	.77-
4326	UNIFORMS/CLOTHING	10,000.00	3,902.90	6,930.33	3,379.29	309.62-	3.09-
4327	FIRE FIGHTING GEAR	25,000.00	4,635.00	22,533.63	202.00-	2,668.37	10.67
4328	POSTAGE	200.00	10.20	85.03	13.62-	128.59	64.29
4340	MISCELLANEOUS SUPPLIES	5,500.00	1,624.72	6,840.99	692.87-	648.12-	11.78-
4350	SAFETY	1,000.00	18.00	78.00	.00	922.00	92.20
4355	MEDICAL	5,500.00	199.99	2,971.95	142.50-	2,670.55	48.55
4410	BUILDING MAINTENANCE	3,000.00	.00	20,791.82	3,117.54	20,909.36-	696.97-
4420	EQUIPMENT REPAIRS	2,500.00	166.97	1,014.70	.00	1,485.30	59.41
4550	TELEPHONE/RADIOS/INTERNET	5,250.00	804.33	6,492.25	.00	1,242.25-	23.66-
4530	TRAINING	7,000.00	.00	7,866.14	.00	866.14-	12.37-
4710	GASOLINE AND OIL	8,000.00	978.70	11,564.09	.00	3,564.09-	44.55-
4720	TIRES	4,000.00	.00	1,511.40	.00	2,488.60	62.21
4730	VEHICLE REPAIRS/MAINT.	19,000.00	646.65	43,451.40	1,006.62	25,458.02-	133.98-
4735	GPS - TELEMATICS	700.00	.00	576.33	.00	123.67	17.66
4740	TRAVEL	1,000.00	.00	368.75	.00	631.25	63.12
4900	OTHER CONTRACTED SERVICES	8,000.00	.00	9,781.12	1,854.00	3,635.12-	45.43-
4910	DUES/SUBSCRIPTIONS	1,800.00	26.33	986.83	.00	813.17	45.17
4933	PUBLIC EDUCATION	500.00	.00	495.30	.00	4.70	.94
4955	VOLUNTEER FIRE FUND EXPENSES	.00	.00	392.69	.00	392.69-	100.00-
5515	PRINCIPAL-2016 FIRE TRUCK LEASE	37,684.00	3,186.08	37,752.35	.00	68.35-	.18-
5520	INTEREST-2016 FIRE TRUCK LEASE	4,243.00	307.81	4,174.33	.00	68.67	1.61
5535	PRINCIPAL-2021 FIRE TRUCK LEASE	45,000.00	.00	45,000.00	.00	.00	.00
5540	INTEREST-2021 FIRE TRUCK LEASE	11,174.00	.00	11,173.50	.00	.50	.00
6110	CAPITAL OUTLAY-CASCADE	214,000.00	.00	53,775.00	.00	160,225.00	74.87
6115	CAPITAL OUTLAY - BRUSH TRUCK	986,186.00	63,050.00	158,747.70	562.98-	158,184.72-	100.00-
	* FIRE DEPARTMENT *		118,020.75	1,046,661.56	14,481.13	74,956.69-	7.60-



MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13200	* STREET DEPARTMENT *						
0000	* STREET DEPARTMENT *	.00	.00	.00	4,650.00	4,650.00-	100.00-
4100	SALARIES & WAGES	381,445.00	29,278.83	395,888.86	.00	14,443.86-	3.78-
4210	PAYROLL TAXES (FICA)	29,181.00	2,080.04	27,833.39	.00	1,347.61	4.61
4211	RETIREMENT	26,701.00	2,049.51	27,382.24	.00	681.24-	2.55-
4212	EMPLOYEE INSURANCE	54,544.00	750.00	61,197.41	.00	6,653.41-	12.19-
4214	UNEMPLOYMENT TAX (SUTA)	300.00	.00	178.04	.00	121.96	40.65
4215	WORKER'S COMP.INSURANCE	20,106.00	146.41	19,425.29	.00	680.71	3.38
4310	OFFICE SUPPLIES	400.00	.00	171.68	.00	228.32	57.08
4312	EQUIP.LEASES & MAINT.CONTRACTS	2,500.00	174.99	2,130.01	.00	369.99	14.79
4314	SMALL EQUIP. & FURNISHINGS	4,000.00	36.93	3,235.09	1,459.26-	2,224.17	55.60
4322	SALT PURCHASE	10,000.00	.00	9,381.91	.00	618.09	6.18
4326	UNIFORMS/CLOTHING	3,850.00	.00	737.73	109.99-	3,222.26	83.69
4340	MISCELLANEOUS SUPPLIES	2,750.00	.00	3,715.95	257.62-	708.33-	25.75-
4350	SAFETY	2,000.00	36.00	1,263.20	1,077.50-	340.70-	17.03-
4355	MEDICAL	3,300.00	203.60	2,163.92	40.55-	1,176.63	35.65
4410	BUILDING MAINTENANCE	6,000.00	.00	563.75	83.51-	5,519.76	91.99
4420	EQUIPMENT REPAIRS	1,500.00	149.37	609.97	79.22-	969.25	64.61
4440	STREET REPAIRS	15,000.00	392.16	6,290.84	436.78-	9,145.94	60.97
4460	STREET SIGNS	6,050.00	75.00	940.44	174.36-	5,283.92	87.33
4465	STREET PAVING	175,000.00	.00	89,293.41	17,343.43-	103,050.02	58.88
4470	PAVING-SHELL ROAD PROJECT	40,000.00	.00	113,841.45	.00	73,841.45-	184.60-
4510	STREET LIGHTS	192,500.00	16,698.70	207,099.59	.00	14,599.59-	7.58-
4520	CURBING/SIDEWALKS/ROCK	209,000.00	114,843.59	219,109.24	39.70	10,148.94-	4.85-
4530	SSA EXPENSE - PAVING	.00	203.23	203.23	.00	203.23-	100.00-
4550	TELEPHONE/RADIOS/INTERNET	2,500.00	208.58	1,607.47	.00	892.53	35.70
4710	GASOLINE/OIL	24,750.00	2,212.88	30,430.05	.00	5,680.05-	22.94-
4720	TIRES	7,000.00	2,208.52	6,075.46	.00	924.54	13.20
4730	VEHICLE REPAIRS/MAINT.	33,000.00	2,450.58	48,695.35	968.56	16,663.91-	50.49-
4735	GPS - TELEMATICS	1,800.00	16.19	1,124.87	.00	675.13	37.50
4740	TRAVEL/TRAINING	1,500.00	.00	651.80	.00	848.20	56.54
4920	STATE STORM WATER MAINTENANCE FEE	5,000.00	.00	3,460.00	.00	1,540.00	30.80
6314	STORM WATER UPGRADE/SUPPLIES	6,000.00	.00	5,561.00	.00	439.00	7.31
6345	CAP. OUTLAY-LEAF VAC	.00	.00	54,000.00	.00	54,000.00-	100.00-
6350	CAP. OUTLAY-USED DUMP TRUCK	40,000.00	.00	37,400.00	.00	2,600.00	6.50
	* STREET DEPARTMENT *	1,307,677.00	174,215.11	1,381,662.64	13,248.96-	60,736.68-	4.64-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13300	* GARAGE *	.00	.00	.00	2,200.00	2,200.00-	100.00-
0000	* GARAGE *	.00	.00	.00	2,200.00	2,200.00-	100.00-
4100	SALARIES & WAGES	72,405.00	3,612.26	76,971.28	.00	4,566.28-	6.30-
4210	PAYROLL TAXES (FICA)	5,539.00	228.27	4,997.07	.00	541.93	9.78
4211	RETIREMENT	5,068.00	252.85	5,031.36	.00	36.64	.72
4212	EMPLOYEE INSURANCE	27,137.00	140.00	26,882.71	.00	254.29	.93
4214	UNEMPLOYMENT TAX (SUTA)	125.00	.00	21.00	.00	104.00	83.20
4215	WORKER'S COMP. INSURANCE	1,812.00	12.23	1,623.20	.00	188.80	10.41
4310	OFFICE SUPPLIES	500.00	.00	412.71	.00	87.29	17.45
4312	EQUIP. LEASES & MAINT. CONTRACTS	3,000.00	291.95	2,528.70	.00	471.30	15.71
4313	TOOLS	2,300.00	865.81	3,094.17	123.97-	670.20-	29.13-
4314	SMALL EQUIP. & FURNISHINGS	1,000.00	.00	2,913.39	109.00	2,022.39-	202.23-
4315	WELDING SUPPLIES	400.00	.00	579.22	158.66	337.88-	84.47-
4324	JANITORIAL/CLEANING	1,500.00	109.60	1,620.57	.00	120.57-	8.03-
4326	UNIFORMS/CLOTHING	1,500.00	338.69	2,368.14	360.84-	507.30-	33.82-
4340	MISCELLANEOUS SUPPLIES	1,000.00	223.67	1,152.24	261.50-	109.26	10.92
4350	SAFETY	1,000.00	.00	1,191.93	119.00-	72.93-	7.29-
4355	MEDICAL	800.00	40.90	1,036.78	.00	236.78-	29.59-
4410	BUILDING MAINTENANCE	1,500.00	24.42	1,637.89	.00	137.89-	9.19-
4415	WASH BAY MAINTENANCE & SUPPLIES	2,500.00	.00	1,923.73	340.02-	916.29	36.65
4420	EQUIPMENT REPAIRS	500.00	.00	988.42	.00	488.42-	97.68-
4510	ELECTRIC	4,000.00	385.02	8,942.42	.00	877.25	87.72
4520	WATER	1,000.00	48.72	122.75	.00	877.25	87.72
4550	TELEPHONE	2,250.00	253.87	2,256.40	.00	6.40-	.28-
4630	TRAVEL/TRAINING	500.00	.00	96.00	.00	404.00	80.80
4710	GASOLINE/OIL	1,500.00	119.51	1,038.92	.00	461.08	30.73
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	2,000.00	.00	2,301.65	641.92	943.57-	47.17-
4735	GPS - TELEMATICS	400.00	.00	319.78	.00	80.22	20.05
4910	DUES/SUBSCRIPTIONS/PERMITS	250.00	.00	.00	.00	250.00	100.00
	* GARAGE *	142,486.00	6,947.77	152,052.43	1,904.25	11,470.68-	8.05-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14100	* SENIOR CENTER *						
0000	* SENIOR CENTER *	.00	.00	.00	550.00	550.00-	100.00-
4100	SALARIES & WAGES	319,968.00	24,372.10	318,447.78	.00	1,520.22	.47
4210	PAYROLL TAXES (FICA)	24,478.00	1,721.76	22,189.85	.00	2,288.15	9.34
4211	RETIREMENT	18,731.00	1,438.44	18,777.16	.00	46.16-	.24-
4212	EMPLOYEE INSURANCE	51,128.00	445.00	56,825.24	.00	5,697.24-	11.14-
4214	UNEMPLOYMENT TAX (SUTA)	300.00	21.02	191.68	.00	108.32	36.10
4215	WORKER'S COMP.INSURANCE/CLAIMS	1,384.00	8.51	1,129.40	.00	254.60	18.39
4310	OFFICE SUPPLIES	3,200.00	.00	3,886.67	31.11-	655.56-	20.48-
4312	EQUIP.LEASES & MAINT.CONTRACTS	15,000.00	1,149.57	13,606.10	.00	1,393.90	9.29
4314	SMALL EQUIP. & FURNISHINGS	4,600.00	.00	11,169.69	.00	6,569.69-	142.81-
4324	JANITORIAL/CLEANING	5,700.00	1,107.32	4,995.46	1,675.04	970.50-	17.02-
4326	UNIFORMS	900.00	.00	4.86	.00	895.14	99.46
4328	POSTAGE	800.00	6.60	682.70	.00	117.30	14.66
4340	MISCELLANEOUS SUPPLIES	1,200.00	.00	1,444.14	.00	244.14-	20.34-
4350	SAFETY	500.00	.00	222.41	.00	277.59	55.51
4355	MEDICAL	2,500.00	143.15	3,252.59	50.73-	701.86-	28.07-
4410	BUILDING MAINTENANCE	20,000.00	1,234.71	20,379.40	372.37-	7.03-	.03-
4415	GROUPS MAINTENANCE	3,000.00	3,196.91	5,374.67	3,207.31-	832.64	27.75
4420	EQUIPMENT REPAIRS	500.00	.00	14.22	.00	485.78	97.15
4510	ELECTRIC/GAS	26,000.00	1,974.95	30,502.86	.00	4,502.86-	17.31-
4520	WATER	4,000.00	686.16	2,526.52	.00	1,473.48	36.83
4550	TELEPHONE/INTERNET	10,000.00	1,067.01	9,304.27	.00	695.73	6.95
4710	GASOLINE/OIL	2,700.00	163.39	1,523.99	.00	1,176.01	43.55
4730	VEHICLE REPAIRS/MAINT.	1,000.00	.00	350.87	113.22-	762.35	76.23
4735	GPS - TELEMATICS	1,000.00	.00	511.64	.00	488.36	48.83
4740	TRAVEL/TRAINING	2,500.00	.00	3,022.47	.00	522.47-	20.89-
4910	DUES/SUBSCRIPTIONS/PERMITS	4,850.00	.00	5,112.86	184.95-	277.91-	5.97-
4915	ADA COMPLIANCE	100.00	.00	.00	.00	100.00	100.00
4941	PARRISH NURSE/WELLNESS PROGRAM	13,000.00	1,020.00	12,010.63	5,509.37	4,520.00-	34.76-
4942	HEALTH PROMOTION PROGRAM	30,000.00	7,447.50	31,004.76	2,685.79	3,690.55-	12.30-
4960	SENIOR CENTER-SPECIAL PROJECTS EX	.00	3,816.06	57,776.35	.00	57,776.35-	100.00-
5110	SERVING TENNESSEE SENIORS GRANT	5,000.00	.00	5,353.66	.00	353.66-	7.07-
5115	SENIOR CENTER STATE GRANT TCAD EX	8,000.00	1,149.63	6,789.65	1,042.35	167.99	2.09
6150	PRIN.-2021 REFUNDING ENDS(3.315M)	85,000.00	.00	85,000.00	.00	.00	.00
6155	INT.-2021 REFUNDING ENDS(3.315M)	93,600.00	.00	93,600.00	.00	.00	.00
6500	CAP. OUTLAY-MY RIDE SUV	.00	.00	17,239.26	.00	17,239.26-	100.00-
6505	CAP. OUTLAY-MY RIDE GOLF CART	13,253.00	.00	.00	.00	13,253.00	100.00
6515	CAP. OUTLAY-PATIO PAVILION	11,981.00	.00	.00	.00	11,981.00	100.00
4943	III-B SALARIES	30,389.00	2,301.08	30,105.63	.00	283.37	.93
4945	VOL.TRANSPORTATION-SALARIES	6,000.00	.00	.00	.00	6,000.00	100.00
	--SUB TOTAL--	36,389.00	2,301.08	30,105.63	.00	6,283.37	17.26
4943	III-B PAYROLL TAXES	2,325.00	162.34	2,134.05	.00	190.95	8.21
4945	VOL.TRANSPORTATION-PR TAXES	459.00	.00	.00	.00	459.00	100.00
	--SUB TOTAL--	2,784.00	162.34	2,134.05	.00	649.95	23.34
4943	III-B TELEPHONE	780.00	130.00	715.00	.00	65.00	8.33
4945	VOL.TRANSPORTATION-RETIREMENT	420.00	.00	.00	.00	420.00	100.00
	--SUB TOTAL--	1,200.00	130.00	715.00	.00	485.00	40.41

FUND #-010 EXPENDITURES GENERAL FUND 7/01/2022 - 6/30/2023

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
4943	III-B TRAVEL	2,500.00	385.99	2,094.16	.00	405.84	16.23
4945	VOL.TRANSPORTATION-EMPLOYEE INSUR	2,000.00	.00	.00	.00	2,000.00	100.00
	--SUB TOTAL--	4,500.00	385.99	2,094.16	.00	2,405.84	53.45
4943	III-B EMPL.BENEFITS-SUTA	35.00	.05	21.00	.00	14.00	40.00
4945	VOL.TRANSPORTATION-SUTA	30.00	.00	.00	.00	30.00	100.00
	--SUB TOTAL--	65.00	.05	21.00	.00	44.00	67.69
4943	III-B EMPL.BENEFITS - INSURANCE	2,850.00	.00	5,358.79	.00	2,508.79	88.02
	--SUB TOTAL--	2,850.00	.00	5,358.79	.00	2,508.79	88.02
4943	III-B EMPL. BENEFITS - RETIREMENT	2,387.00	161.07	2,098.58	.00	288.42	12.08
	--SUB TOTAL--	2,387.00	161.07	2,098.58	.00	288.42	12.08
4943	III-B SUPPLIES	554.00	60.98	454.35	12.96	112.61	20.32
	--SUB TOTAL--	554.00	60.98	454.35	12.96	112.61	20.32
	* SENIOR CENTER *	836,402.00	55,371.30	887,205.38	7,489.90	58,293.28	6.96

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14200	* PARKS & RECREATION *						
4100	SALARIES AND WAGES	228,079.00	14,270.51	206,281.42	.00	21,797.58	9.55
4210	PAYROLL TAXES (FICA)	17,448.00	1,050.62	15,008.92	.00	2,439.08	13.97
4211	RETIREMENT	13,253.00	763.11	11,250.41	.00	2,002.59	15.11
4212	EMPLOYEE INSURANCE	27,301.00	210.00	23,270.39	.00	4,030.61	14.76
4214	UNEMPLOYMENT TAX (SUTA)	200.00	19.66	113.82	.00	86.18	43.09
4215	WORKER'S COMP. INSURANCE	3,000.00	22.50	2,984.73	.00	15.27	.50
4310	OFFICE SUPPLIES	200.00	6.25	219.77	.00	19.77-	9.88-
4312	EQUIP LEASES & MAINT. CONTRACTS	2,520.00	437.91	2,628.51	.00	108.51-	4.30-
4314	SMALL EQUIP. & FURNISHINGS	3,500.00	209.89	5,694.69	.00	2,104.69-	60.13-
4324	JANITORIAL/CLEANING	4,500.00	892.94	4,062.79	19.46-	456.67	10.14
4326	UNIFORM/CLOTHING	1,600.00	880.37	979.22	.00	620.78	38.79
4328	POSTAGE	200.00	14.88	490.33	.00	290.33-	145.16-
4340	MISCELLANEOUS SUPPLIES	800.00	41.95	946.70	.00	146.70-	18.33-
4350	SAFETY	250.00	.00	124.12	38.92-	164.80	65.92
4355	MEDICAL	2,300.00	279.05	2,311.40	.00	11.40-	.49-
4410	BUILDING MAINTENANCE	7,500.00	411.72	3,393.95	8.54-	4,114.59	54.86
4415	PARK DEVELOPMENT/MAINT.	90,000.00	12,128.08	72,572.26	13,460.74	3,967.00	4.40
4416	CAMPGROUND SPECIAL PROGRAMS	.00	.00	299.00	.00	299.00-	100.00-
4417	RECREATION RESERVE EXPENDITURES	.00	.00	380.00	.00	380.00-	100.00-
4420	EQUIPMENT REPAIRS	1,200.00	86.89	6,305.38	355.00	5,460.38-	455.03-
4510	ELECTRIC	37,500.00	3,401.27	36,759.67	.00	740.33	1.97
4520	WATER	15,000.00	2,902.14	17,407.03	.00	2,407.03-	16.04-
4550	TELEPHONE	1,000.00	955.12	9,012.96	.00	8,012.96-	801.29-
4640	PRINTING	300.00	.00	.00	.00	300.00	100.00
4710	GASOLINE/OIL	7,000.00	256.41	3,454.78	.00	3,545.22	50.64
4720	TIRES	500.00	.00	197.70	197.70-	500.00	100.00
4730	VEHICLE REPAIRS/MAINT.	3,000.00	415.30	4,611.26	713.22	2,324.48-	77.48-
4735	GPS - TELEMATICS	950.00	.00	511.64	.00	438.36	46.14
4740	TRAVEL/TRAINING	500.00	.00	.00	.00	500.00	100.00
4910	DUES/SUBSCRIPTIONS/PERMITS	1,150.00	.00	788.14	.00	361.86	31.46
4939	JRT PLAYERS EDUCATION PROGRAM	50,000.00	21,998.08	60,840.54	.00	10,840.54-	21.68-
4941	SPECIAL PROGRAMS	15,000.00	744.49	38,258.22	287.50	23,545.72-	156.97-
4942	ATHLETIC PROGRAMS	10,000.00	.00	10,891.17	887.04-	4.13-	.04-
4943	MUSIC ON THE SQUARE EXP.	12,000.00	6,500.00	39,333.98	.00	27,333.98-	227.78-
4944	JRT-DON SQUIBB SCHOLARSHIP AWARDS	3,000.00	.00	.00	.00	3,000.00	100.00
4945	JRAC/REPATORY THEATRE	40,000.00	4,863.93	54,404.30	106.89	14,511.19-	36.27-
4946	FLAG COMMITTEE EXPENDITURES	2,000.00	1,834.57	3,233.99	.00	1,233.99-	61.69-
4947	CEMETERY MAINTENANCE EXPENDITURES	.00	.00	89.70	.00	89.70-	100.00-
4950	TOWNSCAPE	45,000.00	522.24	13,966.52	1,369.00	29,664.48	65.92
4952	KEEP JONSBOROUGH BEAUTIFUL PROGR	3,000.00	.00	814.31	112.96-	2,298.65	76.62
4953	IN FORESTRY GRANT - TREES	.00	36,906.43-	.00	.00	.00	76.62
4954	LPRF GRANT-LINCOLN COMMUNITY PARK	364,000.00	11,867.22	371,336.93	46,131.93	53,468.86-	14.68-
4956	CAP. OUTLAY-DOG PARK CONSTRUCTION	125,000.00	.00	.00	.00	125,000.00	100.00
4962	CHUCKEY DEPOT MUSEUM RESERVE EXP.	3,000.00	1,510.17	3,258.58	.00	258.58-	8.61-
4963	E-GILLESPIE BLDG. UTILITIES&SUPPLI	15,000.00	1,715.38	16,464.58	.00	1,464.58-	9.76-
4964	JACKSON THEATRE UTILITIES	2,500.00	659.08	8,080.98	.00	5,580.98-	223.23-
4965	BOONE STREET MKT UTILITIES	5,500.00	541.90	6,620.56	.00	1,120.56-	20.37-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
4966	CHUCKEY DEPOT OPERATING EXPENSES	4,500.00	400.10	6,125.09	.00	1,625.09	36.11-
4967	JRT WAREHOUSE EXPENSES	.00	2,761.35	.00	.00	.00	36.11-
5015	Interest - Jackson Theater BAN	.00	.00	6,044.34	.00	6,044.34	100.00-
6317	CAP. OUTLAY-STAGE DOOR RENOVATIONS	100,000.00	88,405.55	372,196.06	45,126.39	317,322.45	317.32-
6318	CAP. OUTLAY-JACKSON THERE RENOV.	2,573,440.00	80,746.15	1,350,557.34	.00	1,222,882.66	47.51
6319	CAP. OUT.-ECD JACKSON THEATRE FACA	.00	.00	2,000.00	.00	2,000.00	100.00-
6326	CAP. OUTLAY- BALLFIELD UPGRADES	135,500.00	.00	.00	.00	135,500.00	100.00
6328	CAP. OUTLAY-DEPOT ST.PARK UPGRADES	30,000.00	.00	.00	2,525.00	27,475.00	91.58
6336	TREE & TOWNSCAPE EXP.	500.00	.00	16.14	.00	483.86	96.77
	* PARKS & RECREATION *	4,009,691.00	222,297.65	2,796,584.32	108,811.05	1,104,375.63	27.54

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
14300	* TOURISM/VISITORS CENTER *					2,700.00-	100.00-
0000	* TOURISM/VISITORS CENTER *	.00	.00	.00	2,700.00	2,700.00-	100.00-
4100	SALARIES AND WAGES	382,563.00	26,942.98	333,249.58	.00	49,313.42	12.89
4210	PAYROLL TAXES (FICA)	29,266.00	1,977.40	24,154.43	.00	5,111.57	17.46
4211	RETIREMENT	23,632.00	1,556.80	20,044.57	.00	3,587.43	15.18
4212	EMPLOYEE INSURANCE	35,551.00	305.00	34,304.31	.00	1,246.69	3.50
4214	UNEMPLOYMENT TAX (SUTA)	225.00	29.83	204.58	.00	20.42	9.07
4215	WORKER'S COMP. INSURANCE	1,224.00	8.22	1,090.83	.00	133.17	10.87
4310	OFFICE SUPPLIES	750.00	25.62	1,429.70	168.11-	511.59-	68.21-
4311	STATIONERY/FORMS	300.00	.00	298.69	.00	1.31	.43
4312	EQUIP. LEASES & MAINT. CONTRACTS	8,000.00	1,040.14	7,176.00	.00	824.00	10.30
4314	SMALL EQUIP. & FURNISHINGS	10,400.00	5,095.00	11,086.25	.00	686.25-	6.59-
4323	FOOD	500.00	53.85	160.15	64.32-	404.17	80.83
4324	JANITORIAL/CLEANING	5,000.00	351.35	3,720.13	71.24-	1,351.11	27.02
4328	POSTAGE	1,750.00	103.32	1,154.92	.00	595.08	34.00
4330	CREDIT CARD FEES	2,500.00	.00	2,572.99	.00	72.99-	2.91-
4331	GIFT SHOP EXPENSE	28,000.00	827.00	28,082.56	463.07-	380.51	1.35
4340	MISCELLANEOUS SUPPLIES	800.00	.00	728.97	85.92-	156.95	19.61
4350	SAFETY	200.00	.00	.00	258.60	58.60-	29.30-
4355	MEDICAL	1,500.00	81.80	1,194.80	.00	305.20	20.34
4410	BUILDING MAINTENANCE	18,500.00	365.00	3,113.46	333.47-	15,720.01	84.97
4420	EQUIPMENT REPAIRS	1,200.00	.00	.00	.00	1,200.00	100.00
4510	ELECTRIC/GAS	13,500.00	754.14	11,684.55	.00	1,815.45	13.44
4520	WATER	2,300.00	172.23	1,945.78	.00	353.22	15.35
4550	TELEPHONE/INTERNET	8,500.00	694.66	7,289.11	.00	1,210.89	14.24
4610	MARKETING/ADVERTISING	50,000.00	1,099.00	80,489.53	831.08	31,320.61-	62.64-
4640	PRINTING	30,000.00	998.75	11,668.75	.00	18,331.25	61.10
4710	GASOLINE/OIL	2,400.00	38.82	294.33	.00	2,105.67	87.73
4730	VEHICLE REPAIRS/MAINT.	1,500.00	.00	952.61	.00	547.39	36.49
4735	GPS - TELEMATICS	.00	.00	32.35	.00	32.35-	100.00-
4740	TRAVEL/TRAINING	5,000.00	.00	5,934.20	.00	934.20-	18.68-
4910	DUES/SUBSCRIPTIONS	6,535.00	180.00	3,632.89	75.00-	2,977.11	45.55
4941	SPECIAL PROGRAMS	15,000.00	.00	16,735.06	640.33-	1,094.73-	7.29-
	* TOURISM/VISITORS CENTER *	686,596.00	42,700.91	614,427.08	1,888.22	70,280.70	10.23

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
14400	*WETLANDS WATER PARK*					3,150.00-	100.00-
0000	*WETLANDS WATER PARK*						
4100	SALARIES AND WAGES	271,357.00	67,606.38	226,866.48	.00	44,490.52	16.39
4210	PAYROLL TAXES (FICA)	20,759.00	5,164.17	17,009.40	.00	3,749.60	18.06
4211	RETIREMENT	3,250.00	284.48	3,388.67	.00	138.67-	4.26-
4212	EMPLOYEE INSURANCE	2,400.00	200.00	2,000.00	.00	400.00	16.66
4214	UNEMPLOYMENT TAX (SUTA)	800.00	220.55	559.95	.00	240.05	30.00
4215	WORKER'S COMP. INSURANCE	2,731.00	31.98	4,242.98	.00	1,511.98-	55.36-
4310	OFFICE SUPPLIES	800.00	169.56	169.56	.00	630.44	78.80
4312	EQUIP. LEASES & MAINT. CONTRACTS	2,500.00	1,163.95	3,695.16	69.32-	1,125.84-	45.03-
4314	SMALL EQUIP. & FURNISHINGS	6,000.00	5,539.87	23,432.71	4,567.09	22,059.80-	367.66-
4324	JANITORIAL/CLEANING	5,000.00	64.84	3,143.56	.00	1,856.44	37.12
4326	UNIFORMS/CLOTHING	.00	.00	337.34-	.00	337.34	100.00-
4328	POSTAGE	200.00	.00	11.20	.00	188.80	94.40
4330	BANK/CREDIT CARD FEES	5,500.00	.00	6,380.94	.00	880.94-	16.01-
4340	MISCELLANEOUS SUPPLIES	500.00	269.50	685.71	.00	165.71-	33.14-
4350	MEDICAL	2,000.00	355.14	1,018.84	.00	981.16	49.05
4355	SAFETY	800.00	551.98	1,191.66	380.00	771.66-	96.45-
4360	PHOTO I. D. SUPPLIES	500.00	.00	.00	.00	500.00	100.00
4410	BUILDING MAINTENANCE	10,000.00	11,835.29	36,659.32	123.11	26,782.43-	267.82-
4420	EQUIPMENT REPAIRS	3,200.00	93.43	833.43	1,900.00-	4,266.57	133.33
4430	GROUPS MAINTENANCE	6,000.00	3,519.55	3,868.64	1,094.25-	3,215.61	53.59
4440	POOL MAINTENANCE	9,000.00	1,269.71	16,953.18	1,667.67	9,620.85-	106.89-
4450	POOL PUMP REPAIR/REPLACEMENT	11,000.00	.00	.00	.00	11,000.00	100.00
4510	ELECTRIC	43,000.00	4,103.73	48,014.05	.00	5,014.05-	11.66-
4520	WATER/SEWER	15,000.00	3,728.49	11,657.91	.00	3,342.09	22.28
4550	TELEPHONE	5,300.00	484.73	5,816.66	.00	516.66-	9.74-
4630	STAFF TRAINING	1,000.00	.00	970.00	380.00-	410.00	41.00
4640	PRINTING	1,000.00	179.96	226.96	.00	773.04	77.30
4650	MARKETING & STAFF RECRUITMENT	20,000.00	7,306.69	13,121.63	4,277.00	2,601.37	13.00
4740	TRAVEL/TRAINING	700.00	.00	.00	.00	700.00	100.00
4800	CHEMICALS	24,000.00	198.91	25,569.10	.00	1,569.10-	6.53-
4900	MERCHANDISE FOR RESALE	300.00	65.13	65.13	.00	234.87	78.29
4910	DUES/PERMITS/SUBSCRIPTIONS	1,000.00	210.00	1,312.93	378.90-	65.97	6.59
5110	FOOD	38,000.00	22,132.17	38,924.63	16,215.98-	15,291.35	40.24
5120	PAPER/PLASTICS	7,500.00	2,017.93	4,318.84	2,017.93-	5,199.09	69.32
5140	BEVERAGES	7,500.00	2,403.70	12,923.27	1,564.45	6,987.72-	93.16-
5550	INT.-2021 TN BOND FUND CON	32,400.00	.00	32,400.00	.00	.00	.00
5555	INT.-2021 TN BOND FUND CON	2,379.00	.00	2,378.92	.00	.08	.00
6105	CAP. OUTLAY-PUMP ROOM RENOVATIONS	91,600.00	.00	.00	.00	91,600.00	100.00
6107	CAP. OUTLAY-BUILDING RENOVATIONS	40,000.00	3,469.62	24,292.79	3,451.38	12,255.83	30.63
	*WETLANDS WATER PARK*	694,976.00	144,641.44	573,806.87	2,865.68-	144,034.81	17.84



MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	REMAIN.
14500	* MCKINNEY CENTER *						
4100	SALARIES & WAGES	174,451.00	12,831.32	172,319.73	.00	2,131.27	1.22
4210	PAYROLL TAXES (FICA)	13,346.00	944.54	12,496.22	.00	849.78	6.36
4211	RETIREMENT	12,061.00	847.84	11,095.70	.00	965.30	8.00
4212	EMPLOYEE INSURANCE	13,447.00	389.92	15,148.33	.00	1,701.33	12.65
4214	UNEMPLOYMENT TAX (SUTA)	175.00	10.28	182.85	.00	72.15	41.22
4215	WORKERS COMP. INSURANCE	183.00	.91	121.35	.00	61.65	33.68
4310	OFFICE SUPPLIES	1,100.00	.00	1,842.19	.00	742.19	67.47
4311	STATIONERY/FORMS	200.00	.00	.00	.00	200.00	100.00
4312	EQUIP LEASES & MAINT. CONTRACTS	8,500.00	528.47	7,905.38	.00	594.62	6.99
4314	SMALL EQUIP. & FURNISHINGS	5,000.00	.00	3,364.22	.00	1,635.78	32.71
4323	FOOD	1,100.00	55.88	1,561.20	55.88	405.32	36.84
4324	JANITORIAL/CLEANING	3,000.00	81.64	1,333.08	.00	1,666.92	55.56
4328	POSTAGE	300.00	26.04	213.94	.00	86.06	28.68
4330	CREDIT CARD FEES	600.00	.00	1,108.72	.00	508.72	84.78
4340	MISCELLANEOUS SUPPLIES	450.00	.00	589.30	.00	139.30	30.95
4350	SAFETY	125.00	7.15	101.94	.00	23.06	18.44
4355	MEDICAL	800.00	61.35	966.92	.00	166.92	20.86
4410	BUILDING MAINTENANCE	20,000.00	10,581.44	14,504.92	631.74	4,863.34	24.31
4420	EQUIPMENT REPAIRS	1,000.00	.00	810.81	.00	189.19	18.91
4510	ELECTRIC/GAS	8,500.00	723.50	9,292.66	.00	792.66	9.32
4520	WATER	800.00	126.87	690.89	.00	109.12	13.64
4550	TELEPHONE/INTERNET	6,500.00	636.28	6,712.25	.00	212.25	3.26
4610	MARKETING/ADVERTISING	2,000.00	240.27	1,286.45	.00	713.55	35.67
4615	WEBSITE MAINT. & PROG. UPDATES	2,400.00	157.65	2,072.98	.00	327.02	13.62
4640	PRINTING	350.00	.00	.00	.00	350.00	100.00
4740	TRAVEL/TRAINING	1,000.00	.00	847.60	.00	152.40	15.24
4910	DUES/SUBSCRIPTIONS	370.00	.00	90.00	.00	280.00	75.67
4914	SPECIAL PROGRAMS	2,000.00	.00	293.78	.00	1,706.22	85.31
4915	AMERICORPS WORKER PROGRAM	8,500.00	.00	4,202.52	.00	4,297.48	50.55
5005	MARY MARTIN PROG. FOR THE ARTS	50,000.00	6,278.36	42,141.12	724.97	7,133.91	14.26
5010	STORY TOWN RADIO SHOW	13,500.00	985.25	17,275.21	4,745.00	8,520.21	63.11
5020	MCKINNEY SCHOLARSHIP FUND	5,000.00	.00	1,343.00	.00	3,657.00	73.14
5025	CONVERSATIONS THAT MATTER PROGRAM	3,728.00	.00	4,688.75	.00	960.75	25.77
5031	GRANT - NEIGHBORHOOD STORY PROJEC	.00	.00	1,994.12	.00	1,994.12	100.00
5033	TN DISABILITY COALITION GRANT	.00	.00	6,486.68	.00	6,486.68	100.00
5034	TAC GRANT-PLAY IN A WEEK	.00	2,500.00	2,500.00	.00	2,500.00	100.00
	* MCKINNEY CENTER *	360,486.00	38,014.96	347,504.80	6,045.83	6,935.37	1.92
	----FUND TOTAL----	12,629,717.00	1,056,959.23	11,401,037.91	168,388.12	1,060,320.97	8.39

7/06/2023 \*CL060D\*  
 FUND #-011 EXPENDITURES DRUG FUND

TOWN OF JONESBOROUGH  
 EXPENDITURE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 24  
 TIME 9:21  
 DEPARTMENT --

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
12100	* DRUG FUND EXPENDITURES *						
4904	TRAVEL/TRAINING	3,000.00	.00	.00	.00	3,000.00	100.00
4906	OTHER CONTRACTED SERVICES	.00	.00	2,000.00	.00	2,000.00	100.00
4908	K-9 EXPENSE	3,000.00	.00	4,500.00	.00	1,500.00	50.00
4909	K-9 LIABILITY INSURANCE	1,500.00	17.75	1,740.99	.00	240.99	16.06
4915	UNDER COVER CASH	1,000.00	.00	.00	.00	1,000.00	100.00
4917	MISC. EXPENDITURES	1,000.00	.00	.00	.00	1,000.00	100.00
	* DRUG FUND EXPENDITURES *	9,500.00	17.75	8,240.99	.00	1,259.01	13.25
	---	9,500.00	17.75	8,240.99	.00	1,259.01	13.25

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
13200	* SOLID WASTE EXPENDITURES *						
0000	* SOLID WASTE EXPENDITURES *	.00	.00	.00	3,150.00	3,150.00	100.00
4100	SALARIES & WAGES	272,137.00	20,128.06	233,356.87	.00	38,780.13	14.25
4210	PAVROLL TAXES (FICA)	20,815.00	1,437.45	16,246.21	.00	4,568.79	21.94
4211	RETIREMENT	19,046.00	1,296.62	15,347.00	.00	3,699.00	19.42
4212	EMPLOYEE INSURANCE	54,437.00	950.00	57,572.44	.00	3,135.44	5.75
4214	UNEMPLOYMENT TAX (SUTA)	175.00	13.76	134.60	.00	40.40	23.08
4215	WORKER'S COMP.INSURANCE	8,812.00	1,858.07	8,414.72	.00	397.28	4.50
4310	OFFICE SUPPLIES	500.00	.00	348.26	44.58	196.32	39.26
4312	EQUIP.LEASES & MAINT. CONTRACTS	1,550.00	58.51	786.91	.00	763.09	49.23
4314	SMALL EQUIP. & FURNISHINGS	750.00	.00	1,541.25	.00	791.25	105.50
4326	UNIFORMS/CLOTHING	4,500.00	70.94	327.87	.00	4,827.87	107.28
4330	BANK/CREDIT CARD FEES	300.00	.00	521.61	.00	221.61	73.87
4340	MISCELLANEOUS SUPPLIES	4,800.00	242.34	2,185.89	348.52	2,982.63	62.13
4350	SAFETY	500.00	74.88	93.84	.00	406.16	81.23
4355	MEDICAL	2,000.00	102.75	2,036.50	.00	36.50	1.82
4410	BUILDING MAINTENANCE	1,800.00	.00	126.05	.00	1,673.95	92.99
4510	ELECTRIC	7,500.00	.00	5,682.92	.00	1,817.08	24.22
4550	TELEPHONE/RADIO	5,750.00	518.54	5,143.85	.00	606.15	10.54
4650	RECYCLING PROG.-MARKETING&SUPPLIE	500.00	.00	.00	.00	500.00	100.00
4710	GASOLINE/OIL - VEHICLES & EQUIP.	48,000.00	6,362.45	77,810.59	.00	29,810.59	62.10
4720	TIRES	10,800.00	1,968.56	6,231.46	.00	4,568.54	42.30
4730	VEHICLE REPAIRS/MAINT.	66,000.00	5,870.77	60,178.57	3,732.39	2,089.04	3.16
4735	GPS - TELEMATICS	2,860.00	32.38	1,583.18	.00	1,276.82	44.64
4740	TRAVEL	500.00	.00	224.00	.00	276.00	55.20
4813	PROPERTY/LIABILITY INSURANCE	5,800.00	1,977.38	4,200.02	.00	1,599.98	27.58
4910	DUES/MEMBERSHIPS	300.00	.00	.00	.00	300.00	100.00
4920	WASTE DISPOSAL FEES	120,000.00	10,814.23	127,369.48	.00	7,369.48	6.14
4925	TIRE DISPOSAL FEES	1,000.00	.00	524.00	.00	476.00	47.60
4930	TOYF CART/DUMPTER PURCHASE	18,750.00	.00	35,686.22	120.00	16,816.22	89.68
4940	ANNUAL PERMIT FEES	2,030.00	.00	1,666.13	.00	363.87	17.92
4950	KEEP JONESBOROUGH BEAUTIFUL PROGR	.00	.00	225.78	.00	225.78	100.00
5220	PRIN.-2020 GARBAGE TRUCK LEASE	42,681.00	3,599.34	42,680.96	.00	.04	.00
5225	INT.-2020 GARBAGE TRUCK LEASE	6,622.00	509.24	6,622.00	.00	.00	.00
6200	CAP.OUTLAY-GARBAGE TRUCK RESERVE	60,000.00	.00	50,000.00	.00	10,000.00	16.66
	* SOLID WASTE EXPENDITURES *	791,215.00	50,215.37	764,193.44	6,369.29	20,652.27	2.61
	---	791,215.00	50,215.37	764,193.44	6,369.29	20,652.27	2.61

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	\$ REMAIN.
16000	**HEALTH REIMBURSEMENT EXPENSES**						
4210	DEDUCTIBLE PAYMENT - GENERAL FUND	.00	3,375.77	35,793.08	.00	35,793.08	100.00-
4215	DEDUCTIBLE PAYMENT - SW FUND	.00	.00	6,701.33	.00	6,701.33	100.00-
4220	DEDUCTIBLE PAYMENT - WAT/SEWER FU	.00	2,573.20	32,382.14	.00	32,382.14	100.00-
	**HEALTH REIMBURSEMENT EXPENSES**	.00	5,948.97	74,876.55	.00	74,876.55	100.00-
	---FUND TOTAL---	.00	5,948.97	74,876.55	.00	74,876.55	100.00-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15100	* WATER ADMINISTRATION *					3,150.00-	100.00-
0000	* WATER ADMINISTRATION *	.00	.00	.00	3,150.00		
4100	SALARIES & WAGES	699,729.00	48,112.86	663,349.22	.00	36,379.78	5.19
4210	PAYROLL TAXES (FICA)	51,999.00	3,422.13	46,833.28	.00	5,165.72	9.93
4211	RETIREMENT	47,581.00	3,238.61	39,778.04	.00	7,802.96	16.39
4212	EMPLOYEE INSURANCE	102,265.00	855.00	97,333.41	.00	4,931.59	4.82
4214	UNEMPLOYMENT TAX (SUTA)	350.00	4.48	301.01	.00	48.99	13.99
4215	WORKER'S COMP INSURANCE	1,625.00	282.88-	1,400.00	.00	225.00	13.84
4310	OFFICE/COMPUTER SUPPLIES	5,500.00	298.18	6,559.08	409.50-	649.58-	11.81-
4311	STATIONERY/FORMS	8,500.00	225.85	7,104.53	102.01-	1,497.48	17.61
4312	EQUIP.LEASES & MAINT.CONTRACTS	20,250.00	2,361.12	15,045.59	.00	5,204.41	25.70
4314	SMALL EQUIP. & FURNISHINGS	2,000.00	.00	3,594.30	.00	1,594.30-	79.71-
4323	FOOD	10,000.00	902.92	9,999.34	875.00	874.34-	8.74-
4324	JANITORIAL/CLEANING	200.00	51.05	117.75	50.57-	132.82	66.41
4326	UNIFORMS	400.00	.00	147.99	.00	252.01	63.00
4328	POSTAGE	46,000.00	4,543.59	54,713.03	41.67-	8,671.36-	18.85-
4330	BANK/CREDIT CARD FEES	250.00	318.90	71,534.07	.00	71,284.07-	513.62-
4340	MISCELLANEOUS SUPPLIES	2,000.00	146.90	2,578.03	19.89-	558.14-	27.90-
4355	MEDICAL	2,700.00	184.05	2,024.55	.00	675.45	25.01
4410	BUILDING MAINTENANCE	4,000.00	188.97	3,372.20	1,156.50-	1,784.30	44.60
4420	EQUIPMENT MAINT. & REPAIRS	500.00	.00	.00	.00	500.00	100.00
4510	ELECTRIC	9,500.00	705.54	9,681.96	.00	181.96-	1.91-
4520	WATER	1,000.00	79.86	789.18	.00	210.82	21.08
4530	WATER - CITY OF KINGSFORD	1,000.00	.00	.00	.00	1,000.00	100.00
4535	WATER - CITY OF JOHNSON CITY	2,000.00	.00	.00	.00	2,000.00	100.00
4550	TELEPHONE	6,000.00	530.15	5,327.54	.00	672.46	11.20
4651	AUDIT/ACCOUNTING	25,600.00	.00	26,069.50	.00	469.50-	1.83-
4652	LEGAL FEES/LEGAL ADS	45,000.00	11,601.97	42,557.52	.00	2,442.48	5.42
4654	ENGINEERING FEES	20,000.00	.00	800.00	.00	19,200.00	96.00
4656	COMPUTER CONSULTANTS/UPGRADES	18,000.00	5,166.87	26,485.97	.00	8,485.97-	47.14-
4659	USDA WILDLIFE MANAGEMENT	3,050.00	.00	.00	.00	3,050.00	100.00
4660	CUSTOMER INFORMATION	3,500.00	.00	.00	.00	3,500.00	100.00
4740	TRAVEL/TRAINING	1,000.00	.00	859.23	40.00-	180.77	18.07
4813	PROPERTY/LIABILITY INSURANCE	68,000.00	1,562.50	91,390.43	.00	23,390.43-	34.39-
4842	IN LIEU OF PROPERTY TAX	250,000.00	.00	130,000.00	.00	130,000.00	50.00
4910	DUES/SUBSCRIPTIONS	750.00	.00	168.04	.00	581.96	77.59
4924	NE TN REGIONAL ECONOMIC PARTNERSH	8,000.00	.00	8,000.00	.00	.00	.00
4950	STATE ANNUAL CONNECTIONS FEE	18,100.00	.00	17,533.10	.00	566.90	3.13
5440	AMORTIZATION EXPENSE	40,000.00	.00	11,626.80-	.00	11,626.80	100.00-
5441	RENT PAYMENT TO GENERAL FUND	1,500,000.00	.00	20,000.00	.00	20,000.00	50.00
5450	DEPRECIATION WATER & SEWER	72,950.00	.00	1,375,000.00	.00	125,000.00	8.33
5496	INT.-2021 REFUNDING BNDS(2.59M)	66,350.00	175.00-	72,775.00	.00	175.00-	.23
5497	INT.-2021 REFUNDING BNDS(4.05M)	.00	31.35-	66,318.65	.00	31.35	.04
5500	REFUNDING BONDS NON P&I FEES	.00	.00	1,424.56	.00	3,342.50-	100.00-
5508	INTEREST-2022 CON LM	.00	1,424.56	1,424.56	.00	1,424.56-	100.00-
5509	INT.-2018 CAP.OUTLAY NOTE(\$500K)	1,219.00	133.82-	1,086.80	.00	132.20	10.84
5510	INTEREST - 2022 4.75M CON	.00	12,152.08	78,706.34	.00	78,706.34-	100.00-
5511	INT.-2013 CAP.OUTLAY NOTE (\$460K)	3,672.00	220.78	3,607.60	.00	64.40	1.75

7/06/2023 \*61060D\*  
 FUND #-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH  
 EXPENDITURE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 28  
 TIME 9:21  
 -- DEPARTMENT --

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
5512	2022A COM 1.25M	.00	34,976.96	34,976.96	.00	34,976.96-	100.00-
5513	INTEREST-2012A RD BONDS (1.15M)	24,004.00	1,960.87	23,986.22	.00	17.78	.07
5514	INTEREST-2013 RD BONDS (2.21M)	47,216.00	3,887.51	47,209.13	.00	6.87	.01
6110	WATER TANK MAINTENANCE	.00	.00	31,588.36	.00	31,588.36-	100.00-
6140	DEBT ISSUANCE COSTS	.00	.00	54,000.00	.00	54,000.00-	100.00-
4323	FOOD - EMERGENCY	.00	.00	1,689.30	.00	1,689.30-	100.00-
	--SUB TOTAL--	.00	.00	1,689.30	.00	1,689.30-	100.00-
	* WATER ADMINISTRATION *	3,251,760.00	138,501.31	3,189,532.61	2,204.86	60,022.53	1.84

7/06/2023

\*GL060D\*

FUND #-040 EXPENDITURES WATER & SEWER FUND

TOWN OF JONESBOROUGH  
EXPENDITURE SUMMARY  
7/01/2022 - 6/30/2023

PAGE 29  
TIME 9:21  
-- DEPARTMENT --

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15200	* METER DEPARTMENT *						
0000	* METER DEPARTMENT *	.00	.00	.00	3,200.00	3,200.00-	100.00-
4100	SALARIES & WAGES	260,615.00	24,326.91	276,514.30	.00	15,899.30-	6.10-
4210	PAYROLL TAXES (FICA)	19,937.00	1,717.08	19,802.18	.00	134.82	.67
4211	RETIREMENT	18,243.00	1,702.88	19,310.33	.00	1,067.33-	5.85-
4212	EMPLOYEE INSURANCE	34,171.00	410.00	39,165.05	.00	4,994.05-	14.61-
4214	UNEMPLOYMENT TAX (SUTA)	225.00	24.95	157.10	.00	67.90	30.17
4215	WORKER'S COMP. INSURANCE	5,046.00	939.72-	4,650.52	.00	395.48	7.83
4312	EQUIPMENT LEASES & MAINT. CONTRACT	5,000.00	.00	.00	.00	5,000.00	100.00
4326	UNIFORMS/CLOTHING	3,780.00	481.59	2,927.41	385.83-	1,238.42	32.76
4340	MISCELLANEOUS SUPPLIES	3,000.00	644.95	5,071.66	313.14-	1,758.52-	58.61-
4350	SAFETY	1,000.00	.00	85.20	.00	914.80	91.48
4355	MEDICAL	3,000.00	152.25	1,343.62	.00	1,656.38	55.21
4550	TELEPHONE	3,000.00	405.74	2,628.28	.00	371.72	12.39
4710	GASOLINE/OIL	18,000.00	1,564.98	12,577.45	.00	5,422.55	30.12
4720	TIRES	2,500.00	.00	721.89	.00	1,778.11	71.12
4730	VEHICLE REPAIRS/MAINT.	6,000.00	1,115.80	5,699.46	432.07	131.53-	2.19-
4735	GPS - TELEMATICS	1,200.00	16.19	776.61	.00	423.39	35.28
4740	TRAVEL AND TRAINING	3,000.00	.00	.00	.00	3,000.00	100.00
5005	CAP. OUTLAY-AMI/AMR METERS	3,403,816.00	.00	.00	.00	3,403,816.00	100.00
5010	CAP. OUTLAY-2022 PICKUP TRUCK	35,000.00	.00	.00	.00	35,000.00	100.00
	* METER DEPARTMENT *	3,826,533.00	31,723.60	391,431.06	2,933.10	3,432,168.84	89.69

7/06/2023

\*GL0600\*

TOWN OF JONESBOROUGH  
EXPENDITURE SUMMARY  
7/01/2022 - 6/30/2023

PAGE 30  
TIME 9:21  
DEPARTMENT -

FUND # - 040 EXPENDITURES WATER & SEWER FUND

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15300	* WATER DISTRIBUTION *	.00	.00	.00	3,000.00	3,000.00	100.00
0000	* WATER DISTRIBUTION *						
4100	SALARIES & WAGES	658,171.00	45,671.64	625,087.57	.00	33,083.43	5.02
4210	PAYROLL TAXES (FICA)	50,350.00	3,347.52	45,069.92	.00	5,280.08	10.48
4211	RETIREMENT	46,072.00	3,197.01	43,162.67	.00	2,909.33	6.31
4212	EMPLOYEE INSURANCE	95,000.00	1,725.00	90,853.00	.00	4,147.00	4.36
4214	UNEMPLOYMENT TAX (SUTA)	500.00	44.52	429.95	.00	70.05	14.01
4215	WORKER'S COMP. INSURANCE	15,139.00	2,539.15	12,565.78	.00	2,573.22	16.99
4310	OFFICE SUPPLIES	800.00	48.79	1,677.85	56.56	934.41	116.80
4312	EQUIP. LEASES & MAINT. CONTRACTS	6,000.00	722.40	3,904.81	.00	2,095.19	34.91
4314	SMALL EQUIP. & FURNISHINGS	16,500.00	.00	12,209.79	4,227.50	62.71	.38
4316	CONTRACTED LAB	1,000.00	125.00	271.00	.00	729.00	72.90
4326	UNIFORMS/CLOTHING	9,000.00	1,793.98	6,095.33	1,237.77	1,666.90	18.52
4340	MISCELLANEOUS SUPPLIES	16,000.00	1,732.23	13,854.46	4,340.38	2,194.84	13.71
4341	ROCK PURCHASE	18,000.00	.00	5,447.11	721.31	11,831.58	65.73
4350	SAFETY	11,500.00	147.03	3,474.57	707.54	7,317.89	63.63
4355	MEDICAL	6,500.00	426.45	9,279.59	.00	2,779.59	42.76
4420	EQUIPMENT REPAIRS	7,000.00	1,983.21	1,983.21	1,056.19	3,960.60	56.58
4430	UTILITY LINES MAINTENANCE	100,000.00	16,823.20	252,569.10	40,862.91	193,432.01	193.43
4550	TELEPHONE	10,400.00	1,170.68	9,134.54	.00	1,265.46	12.16
4650	CROSS CONNECTION PROGRAM	3,000.00	268.50	268.50	.00	2,731.50	91.05
4655	GIS MAPPING SERVICES	39,500.00	.00	.00	.00	39,500.00	100.00
4710	GASOLINE/OIL	50,000.00	5,895.80	75,615.88	.00	25,615.88	51.23
4720	TIRES	13,000.00	1,510.06	9,510.00	977.76	2,512.24	19.32
4730	VEHICLE REPAIRS/MAINT.	45,000.00	5,551.37	37,671.37	2,137.41	5,191.22	11.53
4735	GPS - TELEMATICS	3,950.00	.00	2,060.20	.00	1,889.80	47.84
4740	TRAVEL/TRAINING	10,000.00	.00	4,213.47	.00	5,786.53	57.86
4823	EQUIPMENT RENT	2,000.00	.00	.00	.00	2,000.00	100.00
4910	DUES/MEMBERSHIPS	6,500.00	4,421.20	5,220.20	.00	1,278.80	19.68
6305	WATER LOSS REDUCTION EXPENSES	10,000.00	.00	.00	.00	10,000.00	100.00
6309	METERS PURCHASED	90,000.00	.00	110,756.46	.00	20,756.46	23.06
6310	DIRECT BORING MACHINE ACCES.	8,500.00	.00	4,106.48	.00	4,393.52	51.68
6312	AUTOMATIC FLUSH VALVES	3,000.00	.00	.00	.00	3,000.00	100.00
6317	WATER LINE UPGRADES	100,000.00	253.40	253.40	.00	99,746.60	99.74
6320	FIRE HYDRANT REPLACEMENT PROGRAM	35,000.00	.00	312.48	.00	34,687.52	99.10
6325	EMERGENCY WATER PURCHASE	50,000.00	.00	.00	.00	50,000.00	100.00
6330	TROT BRIDGE PROJECT PIN124660.00	.00	.00	2,648.72	.00	2,648.72	100.00
6345	NORTHERN LOOP WATER LINE PHASE I	1,346,184.00	.00	.00	.00	1,346,184.00	100.00
4323	ROCK - EMERGENCY	.00	.00	26,522.72	.00	26,522.72	100.00
	--SUB TOTAL--	.00	.00	26,522.72	.00	26,522.72	100.00
	* WATER DISTRIBUTION *	2,883,566.00	92,760.84	1,416,230.13	59,325.33	1,408,010.54	48.82



7/06/2023

\*GL60D\*

TOWN OF JONESBOROUGH  
EXPENDITURE SUMMARY  
7/01/2022 - 6/30/2023

PAGE 31  
TIME 9:21  
- DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN
15400	* GARAGE *						
4100	SALARIES & WAGES	161,721.00	14,270.58	163,596.34	.00	1,875.34-	1.11-
4210	PAYROLL TAXES (FICA)	12,372.00	979.52	11,182.04	.00	1,189.96	9.61
4211	RETIREMENT	11,320.00	998.94	11,762.12	.00	442.12-	3.90-
4212	EMPLOYEE INSURANCE	27,639.00	245.00	32,601.54	.00	4,962.54-	17.95-
4214	UNEMPLOYMENT TAX (SUTA)	150.00	.00	84.00	.00	66.00	44.00
4215	WORKER'S COMP. INSURANCE	1,558.00	493.43-	2,441.87	.00	593.87-	31.42-
4310	OFFICE SUPPLIES	300.00	.00	.00	.00	300.00	100.00
4312	EQUIP. LEASES & MAINT. CONTRACTS	3,000.00	274.45	2,506.20	.00	493.80	16.46
4313	TOOLS	7,810.00	804.78	6,444.98	.00	1,365.02	17.47
4314	SMALL EQUIP. & FURNISHINGS	9,217.00	.00	3,050.81	50.26-	6,216.45	67.44
4315	WELDING SUPPLIES	500.00	.00	275.00	.00	225.00	45.00
4324	JANITORIAL/CLEANING	2,500.00	.00	1,320.83	.00	1,179.17	47.16
4326	UNIFORM/CLOTHING	1,700.00	338.70	2,436.24	360.91-	375.33-	22.07-
4340	MISCELLANEOUS SUPPLIES	1,000.00	324.37	916.79	240.19-	323.40	32.34
4350	SAFETY	1,000.00	558.16	974.69	261.42-	286.73	28.67
4355	MEDICAL	1,000.00	40.90	1,121.68	188.50-	66.82	6.68
4410	BUILDING MAINTENANCE	2,000.00	24.42	3,037.89	.00	1,037.89-	51.89-
4415	WASH BAY MAINTENANCE & SUPPLIES	2,200.00	325.00	650.00	.00	1,550.00	70.45
4420	EQUIPMENT REPAIRS	1,000.00	.00	1,040.95	.00	40.95-	4.09-
4510	ELECTRIC	7,500.00	385.03	7,609.42	.00	109.42-	1.45-
4520	WATER	1,000.00	140.94	1,333.01	.00	333.01-	33.30-
4550	TELEPHONE	2,250.00	253.87	2,255.40	.00	6.40-	.28-
4630	TRAVEL/TRAINING	1,000.00	.00	.00	.00	1,000.00	100.00
4710	GASOLINE/OIL	2,000.00	119.51	1,014.92	.00	985.08	49.25
4720	TIRES	1,000.00	.00	.00	.00	1,000.00	100.00
4730	VEHICLE REPAIRS/MAINT.	2,560.00	171.67	2,344.91	.00	215.09	8.40
4735	GPS - TELEMATICS	300.00	.00	32.35	.00	267.65	89.21
	* GARAGE *	265,897.00	19,762.41	260,034.98	1,101.28-	6,963.30	2.61

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15500	* WASTEWATER PLANT/CONSTRUCTION *						
0000	* WASTEWATER PLANT/CONSTRUCTION *	.00	.00	.00	1,500.00	1,500.00-	100.00-
4100	SALARIES & WAGES	604,027.00	47,350.08	587,878.53	.00	16,148.47	2.67
4210	PAYROLL TAXES (FICA)	46,208.00	3,366.36	41,408.83	.00	4,799.17	10.38
4211	RETIREMENT	42,282.00	3,314.50	40,970.53	.00	1,311.47	3.10
4212	EMPLOYEE INSURANCE	107,000.00	1,065.00	102,318.99	.00	4,681.01	4.37
4214	UNEMPLOYMENT TAX (SUTA)	425.00	21.00	363.98	.00	61.02	14.35
4215	WORKER'S COMP. INSURANCE	11,467.00	1,839.10-	9,101.37	.00	2,365.63	20.62
4310	OFFICE SUPPLIES	8,900.00	139.98	856.34	63.67-	8,107.33	91.09
4312	EQUIP. LEASES & MAINT. CONTRACTS	6,500.00	437.94	5,021.47	.00	1,478.53	22.74
4314	CONTRACTED LAB	13,500.00	290.40	7,670.21	.00	.00	.00
4315	IN-HOUSE LAB EXPENSE	20,000.00	2,234.16	11,918.01	10,385.26	2,303.27-	11.51-
4316	CHEMICALS-CHLORINE	38,500.00	4,969.08	60,429.79	5,777.88	27,707.67-	71.96-
4320	PRETREATMENT	5,000.00	.00	3,500.32	1,499.68	.00	.00
4324	JANITORIAL/CLEANING	1,500.00	.00	335.04	.00	1,164.96	77.66
4326	UNIFORMS/CLOTHING	11,000.00	1,029.18	11,345.40	4,197.89	4,543.29-	41.30-
4328	POSTAGE	150.00	12.60	257.58	.00	107.58-	71.72-
4340	MISCELLANEOUS SUPPLIES	5,500.00	663.33	6,155.08	527.62-	127.46-	2.31-
4345	STONE AND ASPHALT	20,000.00	6,774.96	29,597.14	.00	9,597.14-	47.98-
4350	SAFETY	6,000.00	252.88	5,818.16	2,025.20	1,843.36-	30.72-
4355	MEDICAL	4,500.00	286.30	4,693.52	.00	193.52-	4.30-
4410	BUILDING MAINT-PLANT	3,000.00	100.00	1,694.36	50.00-	1,355.64	45.18
4411	BUILDING MAINT-COMPOST	.00	.00	300.00	.00	300.00-	100.00-
4420	EQUIPMENT REPAIRS-PLANT	30,000.00	2,944.83	34,649.68	3,062.19	7,711.87-	25.70-
4422	EQUIPMENT REPAIRS-GENERATOR	10,000.00	896.00	6,809.65	896.00-	4,086.35	40.86
4431	SEWER REHABILITATION	30,000.00	.00	.00	.00	30,000.00	100.00
4432	SEWER LINES MAINT/UPGRADES	30,000.00	3,439.14	37,835.50	15,737.77	23,573.27-	78.57-
4433	LIFT STATIONS MAINTENANCE	40,000.00	4,321.38	72,191.93	683.81	32,875.74-	82.18-
4435	SLUDGE DISPOSAL FEES	25,000.00	873.69	20,354.78	.00	4,645.22	18.58
4444	ELECTRICAL MAINTENANCE SERVICE	2,500.00	2,380.00	3,395.00	.00	895.00-	35.80-
4510	ELECTRIC-PLANT	145,000.00	10,929.60	151,665.15	.00	6,665.15-	4.59-
4512	ELECTRIC-LIFT STATIONS	33,500.00	3,857.89	50,267.77	.00	16,767.77-	50.05-
4513	ELECTRIC - ADMIN. BLDG	10,000.00	164.94	3,650.42	.00	6,349.58	63.49
4550	TELEPHONE/INTERNET	20,000.00	3,355.77	24,463.25	.00	4,463.25-	22.31-
4655	GIS MAPPING SERVICES	15,000.00	.00	.00	.00	15,000.00	100.00
4710	GASOLINE/OIL	30,000.00	3,823.18	45,018.18	.00	15,018.18-	50.06-
4720	TIRES	5,000.00	.00	1,307.84	.00	3,692.16	73.84
4730	VEHICLE REPAIRS/MAINT.	25,000.00	1,103.89	23,699.96	2,638.88	1,338.84-	5.35-
4735	GPS - TELEMATICS	2,700.00	.00	1,454.12	.00	1,245.88	46.14
4740	TRAVEL/TRAINING	5,000.00	.00	2,224.16	.00	2,775.84	55.51
4823	EQUIPMENT RENT	8,000.00	.00	17,798.32	.00	9,798.32-	122.47-
4910	DUES/SUBSCRIPTIONS	18,000.00	.00	9,179.13	.00	8,820.87	49.00
4930	ANNUAL PERMIT FEES	8,000.00	125.00	7,045.00	1,380.00	425.00-	5.31-
	* WASTEWATER PLANT/CONSTRUCTION *	1,448,159.00	108,683.96	1,444,644.49	53,181.06	49,666.55-	3.42-

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15600	* WATER TREATMENT PLANT *					3,000.00-	100.00-
0000	* WATER TREATMENT PLANT *	.00	.00	.00	3,000.00	17,382.60-	4.44-
4100	SALARIES & WAGES	390,774.00	30,885.00	408,156.60	.00	481.29	1.60
4210	PAYROLL TAXES (FICA)	29,894.00	2,239.11	29,412.71	.00	1,150.41-	4.20-
4211	RETIREMENT	27,354.00	2,161.95	28,504.41	.00	3,257.70-	5.78-
4212	EMPLOYEE INSURANCE	56,291.00	810.00	59,548.70	.00	94.00	28.92
4214	UNEMPLOYMENT TAX (SUTA)	325.00	.00	231.00	.00	1,100.88	13.63
4215	WORKER'S COMP. INSURANCE	8,074.00	1,409.05-	6,973.12	.00	88.48-	11.06-
4310	OFFICE SUPPLIES	800.00	26.43	914.88	26.40-	1,537.92	38.44
4312	EQUIP. LEASES & MAINT. CONTRACTS	4,000.00	174.99	2,462.08	.00	14,683.07-	79.36-
4314	SMALL EQUIP. & FURNISHINGS	18,500.00	.00	18,428.17	14,754.90	2,273.90	11.36
4315	IN-HOUSE LAB EXPENSE	20,000.00	294.94	17,951.10	225.00-	14,388.02	56.22
4321	CONTRACT LAB/TESTING	25,588.00	1,926.50	10,394.83	805.15	56,920.68-	24.74-
4322	CHEMICALS	230,000.00	22,426.70	286,599.87	320.81	7,500.00	100.00
4323	INTAKE ACCESS ROAD MAINTENANCE	7,500.00	.00	.00	.00	1,817.40-	60.58-
4324	JANITORIAL/CLEANING	3,000.00	.00	4,817.40	.00	3,950.99	71.57
4326	UNIFORMS/CLOTHING	5,520.00	859.51	1,569.01	.00	284.14	40.59
4328	POSTAGE	700.00	12.00	415.86	.00	2,428.02	57.12
4340	MISCELLANEOUS SUPPLIES	4,250.00	23.96	2,866.41	1,044.43-	1,125.59	37.51
4350	SAFETY	3,000.00	94.27	1,996.71	122.30-	983.99-	32.79-
4355	MEDICAL	3,000.00	184.05	2,800.85	1,183.14	31,352.72	89.57
4410	BUILDING REPAIRS AND MAINTENANCE	35,000.00	1,363.41	3,712.28	65.00-	41,351.61	34.45
4420	PLANT MAINT. & REPAIRS	120,000.00	5,964.13	49,137.54	29,510.85	9,348.00	37.39
4425	EQUIPMENT REPAIRS/RENTALS	25,000.00	11.90	15,652.00	.00	55,815.46-	11.16-
4510	ELECTRIC	500,000.00	42,613.86	555,815.46	.00	198.75	9.93
4520	WATER/GARBAGE PICKUP	2,000.00	162.50	1,801.25	.00	4,257.61-	35.48-
4550	TELEPHONE	12,000.00	1,265.13	16,257.61	.00	1,062.60-	13.28-
4710	GASOLINE/OIL	8,000.00	589.90	9,062.60	.00	1,181.85	52.52
4720	TIRES	2,250.00	.00	862.15	206.00	6,771.15-	67.71-
4730	VEHICLE REPAIRS/MAINT.	10,000.00	1,041.27	15,475.96	1,295.19	559.09	55.90
4735	GPS - TELEMATICS	1,000.00	16.19	440.91	.00	4,994.19	71.34
4740	TRAVEL/TRAINING	7,000.00	.00	1,155.81	850.00	500.00	66.66
4910	DUES/SUBSCRIPTIONS	750.00	.00	250.00	.00	42,540.19-	2.72-
	* WATER TREATMENT PLANT *	1,561,570.00	113,738.65	1,553,667.28	50,442.91		

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
15700	* WATER LINE PROJ. - WASH. COUNTY *						
4100	SALARIES & WAGES	.00	18,873.19	173,831.56	.00	173,831.56-	100.00-
4210	PAVROLL TAXES (FICA)	.00	1,377.27	12,345.56	.00	12,345.56-	100.00-
4211	RETIREMENT	.00	1,321.12	12,369.37	.00	12,369.37-	100.00-
4212	EMPLOYEE INSURANCE	.00	.00	21,740.42	.00	21,740.42-	100.00-
4214	UNEMPLOYMENT TAXES (SUTA)	.00	62.51	124.79	.00	124.79-	100.00-
4215	WORKER'S COMP INSURANCE	.00	854.64-	4,229.46	.00	4,229.46-	100.00-
4326	UNIFORMS	.00	246.03	653.87	2,527.53	3,181.40-	100.00-
4350	SAFETY EQUIPMENT	.00	36.00	36.00	.00	36.00-	100.00-
4355	MEDICAL	.00	.00	946.80	.00	946.80-	100.00-
4720	TIRES	.00	1,009.84	2,149.59	774.16	2,923.75-	100.00-
4730	VEHICLE REPAIRS/MAINTENANCE	.00	1,145.48	5,365.39	1,064.71-	4,300.68-	100.00-
6006	HWY 81S ARCHER TO CAMPBELL	.00	.00	290,109.60	.00	290,109.60-	100.00-
6008	MALONE HOLLOW WATER LINE EXT COUN	.00	.00	311,602.44	45,765.47-	265,836.97-	100.00-
6009	SAYLOR HULL ROAD - CNTY WATER LIN	.00	47,695.16	169,478.34	15,050.66	184,529.00-	100.00-
6010	DRY CREEK RD. - CNTY WATER LINE E	.00	138,420.12	417,852.44	120,420.12-	297,432.32-	100.00-
6011	TAYLOR BRIDGE ROAD - CNTY WTR LIN	.00	126,941.48	211,548.83	483,655.29	695,204.12-	100.00-
6012	MATHES CURCLE/NOLICHUCKEY FIRE DE	.00	.00	26,451.79	3,896.33	30,348.12-	100.00-
6013	JACKSON BRIDGE	.00	.00	.00	244,410.90	244,410.90-	100.00-
	* WATER LINE PROJ. - WASH. COUNTY *	.00	336,273.56	1,660,836.25	583,064.57	2,243,900.82-	100.00-
	---	13,237,485.00	841,444.33	9,916,376.80	750,050.55	2,571,057.65	19.42

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
50000	**K-8 CAP.PROJ.FUND EXPENDITURES**						
4100	LEGAL & OTHER FINANCING COSTS	.00	.00	65,948.50	.00	65,948.50-	100.00-
4150	ARCHITECT FEES	.00	42,384.60	215,315.73	.00	215,315.73-	100.00-
4200	ENGINEERING FEES	.00	6,000.00	13,465.00	.00	13,465.00-	100.00-
4250	PROJECT MANAGER FEES	.00	.00	30,000.00	.00	30,000.00-	100.00-
4295	PERMIT FEES	.00	.00	1,000.00	.00	1,000.00-	100.00-
4300	BANK FEES	.00	.00	50.00	.00	50.00-	100.00-
4425	K-8 SCHOOL CONSTRUCTION	.00	1,708,193.34	12,925,356.58	.00	12,925,356.58-	100.00-
4430	LANDSCAPING	.00	2,091.50	21,611.75	.00	21,611.75-	100.00-
4435	STORMWATER EXPENSES	.00	.00	6,471.22	.00	6,471.22-	100.00-
4450	TN DEPT.AG - TREE GRANT	.00	34,975.00	34,975.00	.00	34,975.00-	100.00-
5150	INTEREST-INTERIM LOAN-PHASE I	.00	.00	33,149.09	.00	33,149.09-	100.00-
5170	INTEREST-INTERIM LOAN-PHASE II	.00	20,135.13	69,832.31	.00	69,832.31-	100.00-
5190	INTEREST-INTERIM LOAN-PHASE III	.00	20,135.13	20,135.13	.00	20,135.13-	100.00-
6000	REFUNDED BAN DEBT PAYMENTS	.00	.00	23,651,995.96	.00	23,651,995.96-	100.00-
	**K-8 CAP.PROJ.FUND EXPENDITURES**	.00	1,793,644.44	37,089,306.27	.00	37,089,306.27-	100.00-

7/06/2023  
 FUND #-050 \*\*K-8 CAP.PROJ.FUND EXPENDITURES\*\*

\*G1060D\*  
 TOWN OF JONESBOROUGH  
 EXPENDITURE SUMMARY  
 7/01/2022 - 6/30/2023

PAGE 36  
 TIME 9:21  
 - DEPARTMENT -

MAJOR ACCT#	DESCRIPTION	BUDGET AMOUNT	CURRENT	Y-T-D AMOUNT	ENCUMBRANCE AMOUNT	UNENCUMBERED BALANCE	% REMAIN.
55000	*Ag. Learning Center Expenditures*	.00	1,085.00	12,610.00	.00	12,610.00-	100.00-
4150	ARCHITECT FEES	.00	1,085.00	12,610.00	.00	12,610.00-	100.00-
	*Ag. Learning Center Expenditures*	.00	1,794,725.44	37,101,916.27	.00	37,101,916.27-	100.00-
	---FUND TOTAL---						

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

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 1

**SUBJECT:** Financial Report – *Special Accounts*

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1. Property Taxes Receival Update
2. Local Sales Tax
3. General Fund / Solid Waste Fund Savings Account Activity
4. LPRF Grant – Community Park Project
5. Jackson Theatre Project – RD Cost Overrun Loan
6. Stage Door Project Analysis
7. General Fund – Fund Balance Reserve Accounts
8. Health Reimbursement Account 2022-23
9. K-8 School Construction Project
10. Water/Sewer Savings Account
12. Water Fund Capital Projects
13. County Water Lines
14. JRT – Schedule of Play Revenues & Expenses
15. JRT – 22-23 Players Education Program

**TOWN OF JONESBOROUGH  
PROPERTY TAXES RECEIVABLE UPDATE**

	Amount Billed	6/30/2022 Balance	Collected	6/30/2023 Balance	% Collected
2012	\$ 1,672,181	\$ 1,427.93	\$ -	\$ -	Annual write off of 10 year tax
2013	\$ 1,683,183	\$ 1,173.48	\$ 46.08	\$ 1,127.40	99.93%
2014	\$ 1,698,685	\$ 2,020.25	\$ 51.84	\$ 1,968.41	99.88%
2015	\$ 1,714,059	\$ 707.31	\$ 57.03	\$ 650.28	99.96%
2016	\$ 1,734,978	\$ 851.56	\$ 88.90	\$ 762.66	99.96%
2017	\$ 1,764,377	\$ 1,393.54	\$ 384.97	\$ 1,008.57	99.94%
2018	\$ 1,797,636	\$ 1,973.40	\$ 423.49	\$ 1,549.91	99.91%
2019	\$ 1,914,327	\$ 3,186.68	\$ 426.53	\$ 2,760.15	99.86%
2020	\$ 1,961,968	\$ 9,490.00	\$ 7,858.00	\$ 1,632.00	99.92%
2021	\$ 2,028,891	\$ 68,193.00	\$ 53,984.00	\$ 14,209.00	99.30%
		<u>\$ 90,417.15</u>	<u>\$ 63,320.84</u>	<u>\$ 25,668.38</u>	

2022 Taxes Billed in Oct., 2022	Real & Personal	\$ 2,116,289.00	
2022 Taxes Billed in Oct., 2022	Public Utilities	\$ 35,874.00	
Collected Through 06/30/2023		\$ (2,069,112.00)	96.15%
Total Abatements		\$ (2,542.00)	
Property Tax Relief - Overpayment		\$ (17.00)	
Real/Personal - Pickup/abatement		\$ 126.00	
Total Pick-Ups		\$ 2,251.00	
Balance 2022 Property Taxes		<u>\$ 82,869.00</u>	
Total Outstanding Property Taxes		<u>\$ 82,869.00</u>	



**TOWN OF JONESBOROUGH**  
**2022-23 PROPERTY TAXES ANALYSIS**  
**6/30/2023**

2022 Real & Personal Property Value Per Tax Register	\$ 617,430,740
2022 Assessed Value	\$ 176,347,750
Total Taxes Billed - Real & Personal Property	\$ 2,116,289.00
Total Taxes Billed - Public Utilities	<u>\$ 35,874.00</u>
Total Taxes Billed for 2022	\$ 2,152,163.00
Adjustments:	
Real/Personal - Abatements/Refunds	\$ (2,542.00)
Property Tax Relief - Overpayment	\$ (17.00)
Real/Personal - Pickup/abatement	\$ 126.00
Real/Personal - Pickups	<u>\$ 2,251.00</u>
Total Amended Tax Aggregate	\$ 2,151,981.00
Payments: GL # 3110	\$ (2,033,238.00)
GL # 3111	<u>\$ (35,874.00)</u>
Overall Collection Percentage	96.15% \$ (2,069,112.00)
Amount Due and Unpaid @ 6/30/23	\$ 82,869.00
Outstanding 2022 Property Taxes - Per Receipts & Subsidiary Listing	\$ (82,869.00)
Outstanding 2022 PU Tax	<u>\$ -</u>
Total Outstanding	\$ (82,869.00)
Difference	<u>\$ -</u>

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

FOR	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
July	\$ 146,012.69	\$ 149,814.99	\$ 146,797.86	\$ 154,758.39	\$ 181,234.32	\$ 221,930.41	\$ 226,386.30
August	\$ 140,471.36	\$ 137,299.17	\$ 157,323.64	\$ 157,863.60	\$ 181,244.01	\$ 189,478.07	\$ 211,229.31
September	\$ 147,041.70	\$ 151,571.87	\$ 161,151.69	\$ 159,074.80	\$ 178,788.96	\$ 207,002.17	\$ 226,466.35
October	\$ 145,832.47	\$ 137,782.95	\$ 149,448.62	\$ 151,882.16	\$ 184,195.31	\$ 196,842.35	\$ 223,709.37
November	\$ 135,822.37	\$ 142,968.58	\$ 151,202.03	\$ 153,617.36	\$ 183,608.84	\$ 214,268.95	\$ 238,699.54
December	\$ 158,954.70	\$ 159,458.04	\$ 169,082.03	\$ 177,127.90	\$ 213,896.25	\$ 233,742.11	\$ 259,640.04
January	\$ 134,244.03	\$ 127,416.58	\$ 135,234.22	\$ 140,781.81	\$ 179,991.50	\$ 190,334.77	\$ 212,252.13
February	\$ 116,136.15	\$ 127,945.05	\$ 134,822.85	\$ 142,290.13	\$ 164,213.28	\$ 184,027.14	\$ 199,473.61
March	\$ 160,456.20	\$ 156,129.40	\$ 162,786.00	\$ 183,966.80	\$ 215,568.04	\$ 223,679.00	\$ 242,969.97
April	\$ 152,058.60	\$ 149,219.62	\$ 156,558.86	\$ 183,153.95	\$ 204,688.52	\$ 222,063.76	\$ 320,646.71
May	\$ 151,258.53	\$ 156,267.02	\$ 167,495.96	\$ 196,546.46	\$ 214,867.25	\$ 238,459.96	
June	\$ 159,181.59	\$ 164,321.92	\$ 170,764.62	\$ 195,799.56	\$ 197,429.44	\$ 244,631.05	
<b>Totals</b>	<b>\$ 1,747,470.39</b>	<b>\$ 1,760,195.19</b>	<b>\$ 1,862,668.38</b>	<b>\$ 1,996,862.92</b>	<b>\$ 2,299,725.72</b>	<b>\$ 2,566,459.74</b>	<b>\$ 2,361,473.33</b>



GENERAL FUND SAVINGS ACCOUNT ACTIVITY  
 10-100-1117  
 SOLID WASTE SAVINGS ACCOUNT ACTIVITY  
 12-100-1112  
 2022-2023

	Undesignated	Cash Bonds Being Held	Mary Martin Program Funds	McKinney Scholarship Fund	Mt. Empire Stormwater Upgrade Pay	Monthly Deposit - GF Reserves	PEP Insurance Claim for SW Building	Sonya King Contribution - JRT Improvements	Sonya King - Sidewalks/ Stage Door	James Martin Estate Contribution - JRT/Jackson Theatre	James Martin Estate Contribution - McKinney Center	Citizen Donation & Boyl Foundation Grant-Op Park	State Appropriation - Ag. Learning Center	In-Lieu Sidewalk Reserve Funds	Proceeds TRBT Loan Funds \$1M	PS Vehicles Loan Proceeds	Drug Liability Suit Funds	Total GF Savings 10-100-1117	Solid Waste Savings 12-100-1112	Total In Bank Account
3/1/2023						\$ 35,000.00												\$ 35,000.00	\$ 5,000.00	\$ 2,985,361.17
3/2/2023																		\$ 1,901.35		\$ 2,987,262.52
Mar. Interest	\$ 1,901.35																			
	\$ 1,173,996.68	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,090,072.98		\$	\$ 225,000.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$	\$ 60,819.75	\$	\$ 30,588.55	\$ 135,512.29	\$ 2,849,087.61	\$ 144,174.91	\$ 2,993,262.52
4/5/2023						\$ 35,000.00			\$ (125,000.00)									\$ 35,000.00		\$ 3,022,262.52
4/14/2023	\$ 125,000.00								\$ (99,575.00)											\$ 3,022,262.52
4/27/2023	\$ 99,575.00																	1860.41		\$ 3,024,122.99
Apr. Interest	1860.41																			\$ 3,024,122.99
	\$ 1,999,832.09	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,125,072.98		\$	\$ 425.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$	\$ 60,819.75	\$	\$ 30,588.55	\$ 135,512.29	\$ 2,879,948.02	\$ 144,174.91	\$ 3,024,122.99
5/1/2023						\$ 35,000.00												\$ 35,000.00		\$ 3,059,122.99
5/10/2023																			\$ 5,000.00	\$ 3,064,122.99
5/16/2023	\$ (217,070.00)						\$ 217,070.00													\$ 3,064,122.99
May. Interest	3,964.67																		3,964.67	\$ 3,068,087.60
	\$ 1,186,726.76	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,160,072.98	\$ 217,070.00	\$	\$ 425.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$	\$ 60,819.75	\$	\$ 30,588.55	\$ 135,512.29	\$ 2,918,912.69	\$ 149,174.91	\$ 3,068,087.60
6/1/2023	\$ 425.00					\$ 35,000.00			\$ (425.00)											\$ 3,103,087.60
June Interest	4,462.30																		4,462.30	\$ 3,107,549.90
	\$ 1,191,614.06	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,195,072.98	\$ 217,070.00	\$	\$	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$	\$ 60,819.75	\$	\$ 30,588.55	\$ 135,512.29	\$ 2,958,374.99	\$ 149,174.91	\$ 3,107,549.90

Note - April/June transfer for Solid Waste savings per budget delayed over funding availability.

**TOWN OF JONESBOROUGH  
LPRF GRANT - COMMUNITY PARK PROJECT  
4-10-14200-4954**

**2022-2023 Costs**

<b>7/20/2022</b>			
General Shale (2 Invoices)	\$	5,941.78	
Builders First Source (2 Invoices)	\$	<u>515.92</u>	
			\$ 6,457.70
<b>8/4/2022</b>			
Williams Electric	\$	<u>27.18</u>	
			\$ 27.18
<b>8/9/2022</b>			
Lowe's (8 Invoices)	\$	<u>7,023.72</u>	
			\$ 7,023.72
<b>8/18/2022</b>			
Builders First Source (7 Invoices)	\$	13,218.03	
A&D Masonry	\$	20,523.25	
American Lighting	\$	13,278.05	
Williams Electric	\$	44.15	
General Shale (3 Invoices)	\$	4,813.73	
Ferguson Enterprises	\$	72.87	
Lowe's (23 Invoices)	\$	<u>1,222.55</u>	
			\$ 53,172.63
<b>9/15/2022</b>			
Archer Electric	\$	2,675.00	
Williams Electric (6 Invoices)	\$	665.02	
Ferguson Enterprises	\$	<u>2,392.45</u>	
			\$ 5,732.47
<b>9/21/2022</b>			
General Shale	\$	<u>451.75</u>	
			\$ 451.75
<b>9/27/2022</b>			
Lowe's (7 Invoices)	\$	<u>(117.08)</u>	
			\$ (117.08)
<b>9/29/2022</b>			
Josh Russell Complete Construction (Final)	\$	<u>12,496.63</u>	
			\$ 12,496.63
<b>10/5/2022</b>			
D. Todd Wood Engineering	\$	1,000.00	
Williams Electric	\$	295.80	
Builders First Source (4 Invoices)	\$	1,991.37	
Washington Farmers CoOp	\$	553.45	
General Shale	\$	597.60	
The Home Depot (2 Invoices)	\$	1,888.88	
ProSim Engineering	\$	<u>480.00</u>	
			\$ 6,807.10
<b>10/14/2022</b>			
Tractor Supply	\$	<u>158.98</u>	
			\$ 158.98

10/20/2022			
Washington Farmers CoOp (2 Invoices)	\$	359.75	
McCoy Land Surveying	\$	400.00	
			\$ 759.75
10/25/2022			
Lowe's (6 Invoices)	\$	2,124.09	
			\$ 2,124.09
10/26/2022			
RMG Turf (credit card)	\$	752.00	
			\$ 752.00
11/3/2022			
Williams Electric	\$	581.65	
Builders First Source	\$	9,008.24	
McCoy Land Surveying	\$	400.00	
A&D Masonry	\$	3,136.00	
Blue Water Industries (5 Invoices)	\$	2,491.97	
General Shale (3 Invoices)	\$	2,193.32	
Boulder Look Stone	\$	172.00	
Summers Taylor (5 Invoices)	\$	4,480.50	
			\$ 22,463.68
11/10/2022			
Blue Water Industries (4 Invoices)	\$	1,145.83	
Williams Electric	\$	415.93	
			\$ 1,561.76
11/18/2022			
Lowe's (30 Invoices)	\$	6,461.77	
			\$ 6,461.77
11/22/2022			
Precision Iron Works	\$	13,230.00	
Blue Water Industries (3 Invoices)	\$	1,146.96	
Flower City Nursery	\$	15,214.00	
Williams Electric	\$	80.96	
Summers Taylor	\$	1,269.00	
General Shale (3 Invoices)	\$	2,244.50	
Boulder Look	\$	2,000.00	
			\$ 35,185.42
12/6/2022			
A&D Memory	\$	20,027.00	
American Lighting	\$	1,988.60	
Trimble Company (2 Invoices)	\$	2,400.00	
			\$ 24,415.60
12/14/2022			
Blue Water (4 Invoices)	\$	500.00	
Community Development Partners	\$	2,988.53	
			\$ 3,488.53
12/22/2022			
Lowe's (13 Invoices)	\$	3,069.95	
Modulite	\$	1,376.88	
			\$ 4,446.83
12/27/2022			
Raymond Yoakley			
Williams Electric (2 Invoices)	\$	200.25	
			\$ 200.25
1/5/2023			
Ferguson Enterprises (2 Invoices)	\$	204.31	
Summers Taylor (2 Invoices)	\$	3,852.00	
McCall Fencing	\$	11,040.00	
Williams Electric (2 Invoices)	\$	82.87	
Builders First Source	\$	278.97	
Raymond Yoakley	\$	1,600.00	
General Shale (9 Invoices)	\$	19,724.64	
Archer Electric Service	\$	3,366.00	
			\$ 40,148.79
1/11/2023			
Lowe's (22 Invoices/credits)	\$	2,660.13	
			\$ 2,660.13
1/25/2023			
Siteone Landscape Supply	\$	179.97	
General Shale	\$	660.00	
W.S. Trimble Co.	\$	275.00	
McCoy Land Surveying	\$	1,100.00	
			\$ 2,214.97

2/2/2023	
Blue Water (3 Invoices)	\$ 1,564.50
Builders First Source	\$ 50.49
Ferguson Enterprises (2 Invoices)	\$ 2,528.97
Summers Taylor	\$ 697.50
Williams Electric	\$ 69.33
Siteone Landscape	\$ 189.44
	<u>\$ 5,100.23</u>
2/15/2023	
Lowe's (6 Invoices, multiple credits)	\$ (1,893.33)
	<u>\$ (1,893.33)</u>
2/16/2023	
Summers Taylor	\$ 11,538.51
Modern Supply	\$ 13.77
East TN Rent All	\$ 220.00
Builders First Source (2 Invoices)	\$ 3,672.77
Williams Electric	\$ 47.25
Ferguson Enterprises	\$ 114.97
Blue Water (5 Invoices)	\$ 3,214.34
	<u>\$ 18,821.61</u>
2/24/2023	
Gaylin Carpet	\$ 5,791.00
	<u>\$ 5,791.00</u>
3/2/2023	
Williams Electric	\$ 88.75
	<u>\$ 88.75</u>
3/9/2023	
Summers Taylor	\$ 2,241.00
General Shale	\$ 666.72
Builders First Source	\$ 1,177.60
Blue Water Industries	\$ 3,552.22
31-W Insulation	\$ 2,235.36
Valley Equipment	\$ 46.50
	<u>\$ 9,919.40</u>
3/14/2023	
Lowe's (Numerous invoices)	\$ 6,238.72
	<u>\$ 6,238.72</u>
3/17/2023	
Williams Electric (3 invoices)	\$ 84.14
Ferguson Enterprise (3 invoices)	\$ (201.32)
Washington Farmers Co-op	\$ 271.00
Blue Water Industries (6 invoices)	\$ 5,460.54
	<u>\$ 5,614.36</u>
3/22/2023	
First Horizon Cc - Custom Products Corp	\$ 1,834.71
	<u>\$ 1,834.71</u>
3/23/2023	
Precision Ironworks	\$ 1,840.00
	<u>\$ 1,840.00</u>
4/5/2023	
Olde Town Hardware	\$ 47.85
Precision Ironworks (2 Invoices)	\$ 12,270.00
Summers Taylor (2 Invoices)	\$ 3,538.90
Stafford Custom Graphics	\$ 195.00
Siteone Landscape Supply	\$ 140.00
Down to Earth (2 Invoices)	\$ 710.45
Foster Signs (2 Invoices)	\$ 290.00
Blue Water Industries (2 Invoices)	\$ 749.98
Custom Products Corp	\$ 1,834.71
Johnson City Raw Materials	\$ 146.16
The Playground, Shad	\$ 3,250.00
	<u>\$ 23,173.05</u>
4/11/2023	
Lowe's (33 Invoices)	\$ 6,036.14
	<u>\$ 6,036.14</u>
4/14/2023	
Down to Earth	\$ 1,080.00
Builders First Source	\$ 1,974.03
Trimble Company	\$ 1,890.00

McCoy Land Surveying	\$	500.00	
General Shale (2 Invoices)	\$	1,503.84	
			<u>\$ 6,947.87</u>
4/19/2023			
Custom Products (Void check)	\$	(1,834.71)	
			<u>\$ (1,834.71)</u>
4/20/2023			
Olde Town Lock and Key (2 Invoices)	\$	37.98	
Foster Signs (2 Invoices)	\$	205.00	
			<u>\$ 242.98</u>
4/25/2023			
Washington Farmers Coop (muple invoices)	\$	1,276.45	
			<u>\$ 1,276.45</u>
4/27/2023			
Amazon	\$	277.70	
Dog Waste Depot	\$	794.97	
			<u>\$ 1,072.67</u>
5/4/2023			
Siteone Landscaping	\$	22.70	
Summers Taylor (3 Invoices)	\$	5,120.35	
Pave-Well Paving Co	\$	406.89	
Fasental	\$	9.90	
Blue Water (4 Invoices)	\$	3,959.32	
A&D Masonry	\$	8,161.18	
			<u>\$ 17,680.34</u>
5/9/2023			
Lowes (Multiple invoices)	\$	3,712.75	
			<u>\$ 3,712.75</u>
5/11/2023			
Archer Electrical	\$	1,275.00	
Summers Taylor (4 Invoices)	\$	4,723.53	
Washington Farmers	\$	105.49	
Todd Wood	\$	1,625.00	
General Shale (2 Invoices)	\$	170.40	
			<u>\$ 7,899.42</u>
5/24/2023			
Sams (Credit Card Charge)	\$	382.70	
Amazon (Credit Card Charge)	\$	429.95	
			<u>\$ 812.65</u>
6/8/2023			
A&D Masonry (brick steps)	\$	4,200.00	
Ferguson Enterprise (4 Inv)	\$	738.77	
			<u>\$ 4,938.77</u>
6/16/2023			
Washington County Highway	\$	3,990.00	
			<u>\$ 3,990.00</u>
6/19/2023			
Lowes (20 Invoices)	\$	1,652.39	
			<u>\$ 1,652.39</u>
6/20/2023			
Williams Electric	\$	68.66	
Ferguson Enterprises	\$	786.03	
			<u>\$ 854.69</u>
6/29/2023			
Blue Water	\$	1,268.49	
General Shale Refund	\$	(837.12)	
			<u>\$ 431.37</u>
Total 2022-23 Project Costs	\$	371,336.93	
Expenditures FY16 thru FY22	\$	954,098.51	
Total Project Costs Through 3/31/23	\$	<u>1,325,435.44</u>	



Transfers from CON thru 6/30/22	\$ (428,082.96)	
Transferred from CON Funds 9/29/2022	\$ (85,245.00)	
Transferred from CON Funds 10/4/2022 (For 2021-22)	\$ (42,032.99)	
Transferred from CON Funds 10/26/2022	\$ (9,849.92)	
Transferred from CON Funds 11/4/2022	\$ (23,215.68)	
Transferred from CON Funds 12/2/2022	\$ (43,208.95)	
Transferred from CON Funds 12/6/2022	\$ (24,415.60)	
Transferred from General Savings	\$ (4,072.33)	<i>(Costs Prior to CON)</i>
Transferred from CON Funds 1/10/23	\$ (30,092.78)	<i>All remaining CON spent.</i>
Total LPRF Grant Funds Received Through 11/03/22	\$ (479,910.23)	
Unreimbursed Costs Through 3/31/23	\$ 155,309.00	Any amount over grant fund balance to be covered by local funds

Grant Revenues:

Reimbursements through 6/30/22	\$ 460,390.91	
#2 10/24/2022	\$ 19,519.32	FY22 Receivable / 100-1518
Total Pay Requests	\$ 479,910.23	3-010-030000-3780
Total Grant Funds	\$ 500,000.00	
Balance of Grant Funds 1/10/23	\$ 20,089.77	Final Reimbursement Pending
Local Funds utilized	\$ 135,219.23	

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

RD Cost Overrun Loan Funds	\$ 2,832,100.00	
<b>2021-22 Loan Draws/Payments</b>		
Total 2021-22 Draws	\$ (411,960.13)	
Retainage Payable - 2021-22*	\$ (38,968.92)	
<b>6/30/2022 Balance of Loan Funds Available</b>		<b><u>\$ 2,381,170.95</u></b>

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

8/19/2022 Draw #6 - Ken Ross Architects - As Approved by BMA	\$ (70,000.00)	
9/21/2022 Draw #7 - GRC Pay App Dated 8/31/22	\$ (233,105.36)	
10/17/2022 Draw #7 - GRC Pay App Dated 8/31/22	\$ (112,412.76)	
2/3/2023 Draw #8 - GRC Pay Apps Dated 11/30/22 & 12/31/22	\$ (249,847.14)	
2/16/2023 Draw #9 - GRC Pay Apps Dated 1/31/23	\$ (113,613.91)	
4/24/2023 Draw #11 - BrightRidge	\$ (28,977.00)	
4/4/2023 Draw #10 - Clark Nexsen	\$ (7,350.00)	
4/4/2023 Draw #10 - GRC Pay Apps Dated 2/28/23	\$ (144,153.65)	
5/19/2023 Draw #11 - GRC Pay Apps Dated 3/31/23	\$ (137,145.14)	
5/19/2023 Draw #11 - GRC Pay Apps Dated 4/30/23	\$ (114,556.84)	
6/20/2023 Draw #12 - GRC Pay Apps Dated 5/31/23	\$ (76,708.84)	
Total 2022-23 Draws	\$ (1,287,870.64)	
Retainage Payable - 2022-23*	\$ (62,186.51)	
<b>5/31/23 Balance of Loan Funds Available</b>		<b><u>\$ 1,031,113.80</u></b>

\* Funds not yet drawn for Retainage \$ (101,155.43)

GRC Contract	\$ 1,778,000.00	
Change orders	\$ 2,852,379.84	
Amended Contract value	\$ 4,630,379.84	
Total GRC Expenditures (including retainage)	\$ (3,807,520.97)	
Contract remainder	\$ 822,858.87	

East Tennessee Sprinkler Co	\$ 76,981.00	
Change orders (BMA approved 5.8.23)	\$ 18,500.00	
Amended Contract value	\$ 95,481.00	
Total Expenditures	\$ (23,094.30)	
Contract remainder	\$ 72,386.70	

BAN obligated to Stage Door Concessions \$ 30,000.00

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

**Balance of funds after contract obligations \$ 105,868.23**

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

Stage Door Project Analysis

Project area	Comments	Project Manager Cost Estimate	P.O. Issued	Expenses Paid	Expenses/Items not applied to P.O.	P.O. Balance	Balance Remaining ***
***Balance remaining column is judgement based on P.O. vs Estimate							
Framing/Construction	Includes cabinet install, box office booth, woodwork (Original estimate to BMA						
Framing/Construction	35,400 8/22 Item 7-F)	45,000.00	0.00	133,410.00	133,410.00	0.00	8,365.00 15K/ Month - Mar - June
Framing/Construction	Purchased by Lewis on town account	0.00	5,000.00	12,058.80	7,457.58	398.78	4,474.95 Used balance of P.O.
Framing/Construction	Lumber - Ordered by Lewis	0.00	0.00	1,178.38	1,178.38	0.00	0.00
Framing/Construction	Equipment Rental - Ordered by Lewis	0.00	0.00	48.19	48.19	0.00	0.00
Framing/Construction	Misc mortar? - Ordered by Lewis	0.00	42.55	42.55	0.00	0.00	0.00
Framing/Construction	Lumber for facade repair - Lewis	0.00	0.00	959.14	959.14	0.00	0.00
Electrical - Materials	Cable - Lewis?	10,000.00	103.65	7,667.87	7,142.39	50.17	2,332.13 allows...
Electrical - Materials	Additional items needed by Herman Archer	0.00	5,404.40	5,404.40	0.00	0.00	5,404.40
Electrical - Labor	Herman Archer	8,000.00	3,050.00	10,375.00	7,325.00	0.00	0.00 Estimate less actual expense
Light Fixtures	American Lighting	2,010.71	0.00	2,166.65	2,166.65	0.00	0.00
Light Fixtures	Wall Sconces downstairs	0.00	1,736.85	1,736.85	0.00	0.00	1,736.85 Added 4/26
HVAC	2 - 6 ton units, installation, per hour costs	80,000.00	38,237.10	71,027.10	32,790.00	0.00	8,972.90 Estimate less actual expense
Plumbing	Materials & Labor	8,800.00	0.00	4,500.00	4,500.00	0.00	4,300.00
Plumbing	6 commodes, 2 urinals, 8 flush valves, 5 sinks and faucets		2,955.35	4,114.06	67.50	-1,091.21	0.00 P.O. used beyond issuance
Bathroom Fixtures	TBD	1,500.00	0.00	0.00	0.00	0.00	1,500.00
Bathroom Accessories	Trash cans, grab bars, towel holders	7,263.00	7,263.00	7,263.00	0.00	0.00	0.00
Bathroom Partitions	Trimble Company	20,857.57	20,857.57	19,782.57	0.00	1,075.00	1,075.00
Bathroom Floor - Materials	Winco / Gaylin	19,774.00	19,774.00	19,774.00	0.00	0.00	19,774.00
Bathroom Floor - Installation	Ed Lyte Tile	12,000.00	9,300.00	9,300.00	0.00	9,300.00	9,300.00 P.O. contract price
2nd Floor Carpet	E.S. Dockery	12,252.80	12,252.80	12,252.80	0.00	0.00	12,252.80
Front Door	Door 5,077.80/Hardware 7,175	4,000.00	4,411.13	4,658.46	247.33	0.00	0.00 Used P.O. for balance due
Front Facade Glass	Includes installation	1,650.00	0.00	1,650.00	0.00	0.00	0.00
Front Brick Columns	A&D Masonry	700.00	0.00	700.00	0.00	0.00	0.00
Staining or Brick Mortar	Creative Masonry	1,000.00	0.00	0.00	0.00	0.00	0.00
Stucco Repair	TBD	13,780.00	13,780.00	11,900.00	0.00	0.00	12,590.00 P.O. applied incorrectly. Contract balance accur
Interior Doors	Ordered 10/22	0.00	0.00	915.00	915.00	0.00	0.00
Interior Doors	Trimble Company	31,692.79	31,792.79	31,792.79	0.00	0.00	0.00
Door frame/hinges	Cabinets and granite countertop - Both	18,548.10	0.00	18,650.61	18,650.61	0.00	0.00 30K from RD, Request pending?
Concession Cabinets	Floors	13,750.00	13,750.00	13,850.00	100.00	0.00	0.00
Concession Equipment	30,000 USDA Loan	11,433.50	11,433.50	9,833.50	0.00	1,600.00	1,600.00
Concession Equipment	Materials, Installation, Finishing (Includes all ceilings)	8,850.00	0.00	0.00	0.00	0.00	8,850.00
Sheet Rock	Walls & Ceiling	1,874.40	1,874.40	1,874.40	0.00	0.00	0.00
Painting	Cooper Painting	5,750.00	5,750.00	5,620.00	0.00	0.00	5,620.00
Drop Ceiling - Installation	Acoustic Tile Materials						
Drop Ceiling - Materials	110 Tiles/Shipping						
2nd Floor Insulation	Return of Joist and OSB						
Misc Equipment Rental.	Purpose unknown	0.00	725.00	725.00	0.00	0.00	0.00
Fireplace @ Stage door	P.O. 52151 Usage?	0.00	0.00	1,395.00	1,395.00	0.00	0.00
Fireplace @ Stage door	Fireplaces	0.00	0.00	344.99	344.99	0.00	0.00
Trim Paint	Amazon			109.50	109.50	0.00	0.00
Trim Paint	Ferrell Calhoun	340,486.87	209,394.09	372,196.06	220,046.36	45,126.39	109,178.03
	4-010-014200-6317						Projected expenditures remaining
							13678.95
							37397.78
							24884.65
							448,157.44
							Total Project Expenditures

**TOWN OF JONESBOROUGH  
GENERAL FUND  
FUND BALANCE RESERVE ACCOUNTS  
6/30/23 - Year End Accruals Still Ongoing**

	Reserve	Revenue	Expenditure	Balance 6/30/2022	Revenues	Expenditures	Fund Balance	Balance 6/30/23	Transfer (To)/From Unrestricted
McKinney Scholarship Fund	10-200-2702	10-30000-3774	10-14500-5020	10,936.01	7,533.93	(1,343.00)		17,126.94	
Senior Center - Special Projects	10-200-2703	10-30000-3963	10-14100-4960	43,567.70	60,857.75	(57,776.35)		46,649.10	
PS Driving School Tech Fees	10-200-2706	10-30000-3717	10-12000-4520	9,187.00	2,052.00	(65.00)		11,174.00	
PS Gun Permit Classes	10-200-2707	10-30000-3719	10-12000-4515	12,240.00	-	-		12,240.00	
Police Litigation	10-200-2708	10-30000-3713	10-12000-4500	54,155.80	17,051.88	-		71,207.68	
Volunteer Fire	10-200-2709	10-30000-3968	10-12200-4955	2,921.14	-	(392.69)		2,528.45	
Campground Reserve	10-200-2710	10-30000-3668	10-14200-4416	24,206.16	-	(299.00)		23,907.16	
PS Electronic Citation Fee	10-200-2711	10-30000-3718	10-12000-4505	25,164.09	3,496.00	(3,812.48)		24,847.61	
Chuckey Depot Museum Rev	10-200-2712	10-30000-3976	10-14200-4962	7,747.62	6,902.61	(3,258.58)		11,391.65	
Veterans War Memorial	10-200-2713	10-30000-3475	10-11000-4906	14,189.31	3,100.00	(983.32)		16,305.99	
Flag Replacement	10-200-2716	10-30000-3975	10-14200-4946	6,055.45	510.00	(3,233.09)		3,332.36	
Tree & Townscape	10-200-2717	10-30000-3493	10-14200-6336	2,535.30	0.46	(16.14)		2,519.62	
Recreation Fundraising	10-200-2718	10-30000-3664	10-14200-4417	16,556.89	-	(380.00)		16,176.89	
Clerk Electronic Citation Fees	10-200-2720	10-30000-3725	10-12000-4507	6,609.71	874.00	(224.10)		7,259.61	
Cemetery Maintenance Fund	10-200-2723	10-30000-3977	10-14200-4947	3,927.92	0.72	(89.70)		3,838.94	
In-Lieu Sidewalk Reserve	10-200-2728	10-30000-3955	Board	60,819.75	-	-		60,819.75	
Keep Jonesborough Beautiful	10-200-2730	10-30000-3974	10-14200-4952	-	285.78	(814.31)		(528.53)	**
<b>Total Presented Reserved Amounts</b>				<b>\$ 300,819.85</b>	<b>102,665.13</b>	<b>(72,687.76)</b>		<b>330,797.22</b>	

\* Beg. Bal General \$0, End Bal. Sanitation \$225,78, Revenues include funds moved from Sanitation.  
 \*\* Appropriation in budget FY23: \$3,000. Reserve doesn't take into consideration any budgeted use of funds.

TOWN OF JONESBOROUGH  
HEALTH REIMBURSEMENT ACCOUNT  
2022-23

DATE	GENERAL FUND	SW FUND	WAT/SEW FUND	TOTAL	BALANCE
6/30/2022	\$ 99,319.04	\$ 35,214.67	\$ 76,433.63	\$ 211,289.65	\$ 211,289.65
July Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 217,079.65
7/1/2022	\$ (250.00)	\$ -	\$ -	\$ (250.00)	\$ 216,829.65
7/7/2022	\$ -	\$ -	\$ (630.00)	\$ (630.00)	\$ 216,199.65
7/14/2022	\$ (62.32)	\$ -	\$ (3,833.56)	\$ (3,895.88)	\$ 212,303.77
7/21/2022	\$ -	\$ -	\$ (425.48)	\$ (425.48)	\$ 211,878.29
7/31/2022	\$ 101,736.72	\$ 35,964.67	\$ 73,854.59	\$ 211,878.29	
Aug Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 217,668.29
8/4/2022	\$ -	\$ (920.00)	\$ (1,478.15)	\$ (2,398.15)	\$ 215,270.14
8/11/2022	\$ -	\$ (873.77)	\$ -	\$ (873.77)	\$ 214,396.37
8/25/2022	\$ (920.00)	\$ (114.30)	\$ -	\$ (1,034.30)	\$ 213,362.07
8/30/2022	\$ 103,546.72	\$ 34,806.60	\$ 74,686.44	\$ 213,362.07	
Sept Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 219,152.07
9/22/2022	\$ (630.00)	\$ -	\$ -	\$ (630.00)	\$ 218,522.07
9/29/2022	\$ (675.90)	\$ (294.84)	\$ -	\$ (970.74)	\$ 217,551.33
9/30/2022	\$ 104,970.82	\$ 35,261.76	\$ 76,996.44	\$ 217,551.33	
Oct Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 223,341.33
10/6/2022	\$ (1,489.30)	\$ -	\$ -	\$ (1,489.30)	\$ 221,852.03
10/13/2022	\$ (4,374.48)	\$ -	\$ (630.00)	\$ (5,004.48)	\$ 216,847.55
10/31/2022	\$ 101,837.04	\$ 36,011.76	\$ 78,676.44	\$ 216,847.55	
Nov Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 222,637.55
11/3/2022	\$ (4,861.85)	\$ -	\$ (185.63)	\$ (5,047.48)	\$ 217,590.07
11/10/2022	\$ (128.00)	\$ -	\$ -	\$ (128.00)	\$ 217,462.07
11/17/2022	\$ -	\$ (920.00)	\$ (848.71)	\$ (1,768.71)	\$ 215,693.36
11/25/2022	\$ -	\$ -	\$ (365.33)	\$ (365.33)	\$ 215,328.03
11/30/2022	\$ 99,577.19	\$ 35,841.76	\$ 79,586.77	\$ 215,328.03	
12/1/2022	\$ -	\$ -	\$ (2,209.66)	\$ (2,209.66)	\$ 213,118.37
Dec Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 218,908.37
12/8/2022	\$ -	\$ -	\$ (6,491.96)	\$ (6,491.96)	\$ 212,416.41
12/15/2022	\$ (1,079.25)	\$ (160.00)	\$ (384.94)	\$ (1,624.19)	\$ 210,792.22
12/22/2022	\$ (335.00)	\$ (1,232.62)	\$ (2,270.73)	\$ (3,838.35)	\$ 206,953.87
12/29/2022	\$ -	\$ (1,992.00)	\$ -	\$ (1,992.00)	\$ 204,961.87
12/31/2022	\$ 100,892.94	\$ 33,207.14	\$ 70,539.48	\$ 204,961.87	
1/5/2023	\$ (920.00)	\$ -	\$ -	\$ (920.00)	\$ 204,041.87
Jan Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 209,831.87
1/19/2023	\$ (335.00)	\$ -	\$ (525.44)	\$ (860.44)	\$ 208,971.43
1/26/2023	\$ -	\$ -	\$ (476.87)	\$ (476.87)	\$ 208,494.56
1/31/2022	\$ 102,367.94	\$ 33,957.14	\$ 71,847.17	\$ 208,494.56	

TOWN OF JONESBOROUGH  
HEALTH REIMBURSEMENT ACCOUNT  
2022-23

DATE	GENERAL FUND	SW FUND	WAT/SEW FUND	TOTAL	BALANCE
2/2/2023			\$ (1,973.06)	\$ (1,973.06)	\$ 206,521.50
Feb. Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 212,311.50
2/9/2023	\$ (48.66)		\$ (604.31)	\$ (652.97)	\$ 211,658.53
2/16/2023		\$ (193.80)	\$ (243.80)	\$ (437.60)	\$ 211,220.93
2/23/2023	\$ (2,391.15)			\$ (2,391.15)	\$ 208,829.78
2/28/2023	\$ 102,658.13	\$ 34,513.34	\$ 71,336.00	\$ 208,829.78	
Mar. Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 214,619.78
3/2/2023	\$ (1,225.31)		\$ (2,382.53)	\$ (3,607.84)	\$ 211,011.94
3/9/2023	\$ (1,400.00)			\$ (1,400.00)	\$ 209,611.94
3/16/2023	\$ (275.40)			\$ (275.40)	\$ 209,336.54
3/23/2023	\$ (824.30)			\$ (824.30)	\$ 208,512.24
3/30/2023	\$ (1,087.70)			\$ (1,087.70)	\$ 207,424.54
3/31/2023	\$ 100,575.42	\$ 35,263.34	\$ 71,263.47	\$ 207,424.54	
Apr. Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 213,214.54
4/6/2023	\$ (437.88)		\$ (607.10)	\$ (1,044.98)	\$ 212,169.56
4/13/2023	\$ (1,862.00)		\$ -	\$ (1,862.00)	\$ 210,307.56
4/20/2023	\$ (457.72)		\$ (636.80)	\$ (1,094.52)	\$ 209,213.04
4/27/2023	\$ (1,986.39)		\$ (749.45)	\$ (2,735.84)	\$ 206,477.20
4/30/2023	\$ 98,561.43	\$ 36,013.34	\$ 71,580.12		
May Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 212,267.20
5/4/2023	\$ (3,061.65)	\$ -	\$ (1,405.43)	\$ (4,467.08)	\$ 207,800.12
5/11/2023	\$ (831.92)	\$ -	\$ (450.00)	\$ (1,281.92)	\$ 206,518.20
5/18/2023	\$ (716.13)	\$ -	\$ -	\$ (716.13)	\$ 205,802.07
5/31/2023	\$ 94,695.34	\$ 36,763.34	\$ 71,285.24		
June Deposit	\$ 2,730.00	\$ 750.00	\$ 2,310.00	\$ 5,790.00	\$ 211,592.07
6/1/2023	\$ (1,945.62)	\$ -	\$ (2,573.20)	\$ (4,518.82)	\$ 207,073.25
6/8/2023	\$ (170.15)	\$ -		\$ (170.15)	\$ 206,903.10
6/15/2023	\$ (630.00)			\$ (630.00)	\$ 206,273.10
6/22/2023	\$ (630.00)	\$ -	\$ -	\$ (630.00)	\$ 205,643.10
5/31/2023	\$ 94,049.57	\$ 37,513.34	\$ 71,022.04		
6/30/2022 Balance			\$ 211,289.65		
2022-23 HRA Contributions			\$ 69,480.00		
2022-23 HRA Claims			\$ (75,126.55)		
6/30/23 Balance			\$ 205,643.10		

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

<b>Total Loan Draws</b>		\$	<b>29,421,968.66</b>
Less 2020-21 Payments	\$		(3,415,481.66)
Less 2021-22 Payments	\$		(12,727,076.05)
Less 2022-23 Payments	\$		<u>(13,288,490.23)</u>
<b>Total Project Payments</b>		\$	<b>(29,431,047.94)</b>
1/24/2021 Transfer from General Fund Checking Cleared by check #1094 to Town of Jonesborough		\$	20,000.00
		\$	<u>(20,000.00)</u>
<b>Loan Draws Less Payments Plus Transfer From GF</b>		\$	<b><u>10,920.72</u></b>
Tree Grant Reimbursement (Expenditure of K-8 reimbursed by grant)		\$	7,970.00
Loan Draws Less Payments		\$	<u>2,950.72</u>
Balance of Cash on Hand		\$	<u>10,920.72</u>
<b>Balance of Cash on Hand 4/30/23:</b>			
Pinnacle Checking Account #1 (BAN Proceeds Balance ONLY presented here)***		\$	-
Pinnacle Checking Account #2		\$	<u>10,920.72</u>
*** Contains Balance of TN Ag Learning Center Grant. Separate Project under department No. 5500		\$	<u>10,920.72</u>
 <b>INTERIM LOAN FUNDS:</b>			
Total Funds Available	\$		42,750,000.00
Total Draws		\$	<u>(29,421,968.66)</u>
<b>Balance of Loan Funds Available</b>		\$	<b>13,328,031.34</b>
Balance of Contract With Burwill Construction (including retainage)	\$		(11,610,282.13)
Balance of Contract With Clark Nexsen	\$		(43,750.00)
Balance of Contract With Burleson Construction, Inc	\$		(113,716.73)
Balance of Contract With TriMark (Kitchen Equip)	\$		<u>(396,224.00)</u>
<b>Balance of Funds After Contract Obligations</b>		\$	<b><u>1,164,058.48</u></b>

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

K-8 School Construction Funding Analysis

	Original Budget	Internal change orders/ Costs moved to Burwill	Adjustments to Confirmed Contracts	Other	Total	Amounts Paid	Balance	Comments
Burwill	33,351,185.00	1,240,246.94			34,591,431.94	23,345,219.27	11,246,212.67	
Electrical Allowance	35,000.00	0.00			35,000.00	35,000.00	0.00	
Unit Price Allowance	511,450.00	-151,792.48			359,657.52	44,488.60	315,168.92	
(A) Owner Contingency	532,365.00	-532,365.00			0.00	0.00	0.00	Flexibility in Burwill
(A) RD Contingency	570,000.00	-556,089.46			13,910.54	0.00	13,910.54	329,069.46 contract
Total	35,000,000.00	0.00			35,000,000.00	23,389,717.87	11,610,282.13	Ties to Contract Detail
(A) Owner Contingency	540,017.05			17.05	540,017.05	540,017.05	0.00	
(A) Special Inspections	262,500.00		-77,448.00		185,052.00	665,013.11	-479,961.11	Removed from Contingency & Excess below
Costs Outside Burwill								
Monument Sign	25,000.00				25,000.00			
Landscaping Allowance	145,000.00				145,000.00	56,126.20	88,873.80	No known contract entered as of 4/30/23
Athletic Fields	827,000.00		-93,000.00		734,000.00		734,000.00	Mowing, Tree Grant, Equinox
Athletic Fields Engineering - Clark Nexsen	93,000.00		93,000.00		93,000.00		93,000.00	No known contract entered as of 4/30/23, Est cost 775,000
Kitchen Equipment	715,000.00		77,448.00		792,448.00	396,224.00	396,224.00	BMA approval 5.8.23
Data Cabling	200,129.00	-200,129.00			0.00		0.00	Ties to Contract Detail
Access Control	37,265.00	-37,265.00			0.00		0.00	
Cameras	121,458.00	-121,458.00			0.00		0.00	
Intercom/Phones	124,218.00	-124,218.00			0.00		0.00	
Clock System	34,505.00	-34,505.00			0.00		0.00	
A/E Fees	1,790,125.00		-40,125.00		1,750,000.00	1,706,250.00	43,750.00	Ties to Contract Detail
Owners Rep Fee	350,000.00				350,000.00	236,283.27	113,716.73	Ties to Contract Detail
Land	2,200,000.00		32,548.06		2,232,548.06	2,232,548.06	0.00	
Legal	300,000.00				300,000.00	195,470.43	104,529.57	
Geotech	26,900.00			-18.00	26,882.00	26,882.00	0.00	Core Drilling, Foundation Systems
SFMO Review	46,515.00			0.95	46,515.95	46,515.95	0.00	State Fire Marshall Office
	6,943,115.00	-517,575.00	69,871.06	-17.05	6,495,394.01	4,896,299.91	1,599,094.10	
Total	42,745,615.00	-517,575.00	-7,576.94	0.00	42,220,463.06	29,491,047.94	12,729,415.12	
Washington County Contribution 7/30/20						60,000.00		
Tree Grant Revenue/Cash Balances/Other						9,079.28		
RD Funding	42,750,000.00				42,750,000.00	42,750,000.00	0.00	
Excess / (Shortfall)	4,385.00				529,536.94	13,328,031.34		Agrees with Remaining BAN balances
(A) Contingencies	1,904,865.00				738,979.59			
Contingency & Excess (Shortfall)	1,909,250.00				1,268,516.53	-479,961.11	118,655.11	Excess Less Budget Actual funding remaining not otherwise budgeted or obligated.
Other								
Surveying						12,450.00		Purchase of land, utilities
Project Manager						60,000.00		
Foundation Systems Engineering						64,948.00		
Todd Wood Engineering						17,775.00		
Clark Nexsen - Misc						9.50		
Clark Nexsen - Concessions Design						7,040.00		Utilities, Tree Project (landscaping), other areas
Raymond James (Financing Agent)						306,718.00		
Pinnacle Bank Interest & Fees						671,700.74		
State NOI App / TDEC Permit						4,000.00		
Ferguson Enterprises						3,973.64		
Tree Grant Expenditures - General Fund						32,951.50		
Other - Waste Management, Stipe, Six Rivers, Blue Water						9,593.78		
BCS						13,870.00		Review
						1,205,030.16		

Analysis presented pending any category use changes by project manager. No items provided for changes through 5.2.23

Per School Analysis  
Difference from Above

29,431,047.94  
60,000.00 This is Clark Nexsen check paid by General 1st check 9/6760 7/31/20

Under prior legal agreements the town owes Washington County approximately 437,717.17 for legal fees paid on the town's behalf. This is not included yet in the analysis above, but otherwise reduces the budget for legal with the residual coming from contingency by the difference.



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

	Unreserved	Equipment Reserve	2022-23 Debt Service Reserve	County Crew Advanced Labor	2022 \$1M CON Note 6.22/23	ARPA Funds	2022A Note	Total
6/30/2022	\$ 317,076.01	\$ 411,798.00	\$ -	\$ -	\$ -	\$ 489,104.62	\$ -	\$ 1,217,978.63
7/1/2022	To Water Op&Maint. Checking	\$ (200,000.00)						
7/9/2022	To Water Op&Maint. Checking	\$ (200,000.00)						
	Interest July	\$ 7.67						
7/31/2022	\$ (82,916.32)	\$ 411,798.00	\$ -	\$ -	\$ -	\$ 489,104.62	\$ -	\$ 817,986.30
	Interest August	\$ 61.20						
8/31/2022	\$ (82,855.12)	\$ 411,798.00	\$ -	\$ -	\$ -	\$ 489,104.62	\$ -	\$ 818,047.50
9/21/2022	To Water Op&Maint. Checking	\$ (200,000.00)						
	Interest September	\$ 88.60						
	Reclass ARPA funds - WTP/Transmission lines project	\$ 94,315.00			\$ (94,315.00)			
9/30/2022	\$ (188,451.52)	\$ 411,798.00	\$ -	\$ -	\$ -	\$ 394,789.62	\$ -	\$ 618,136.10
	Interest October	\$ 185.37						
	Reclass ARPA funds - WTP/Transmission lines project	\$ 80,270.00			\$ (80,270.00)			
10/31/2022	\$ (107,996.15)	\$ 411,798.00	\$ -	\$ -	\$ -	\$ 314,519.62	\$ -	\$ 618,321.47
11/2/2022	ARPA Traunch #2				\$ 832,429.62			
11/4/2022	2022A Note Proceeds					\$ 1,222,500.00		
	Reclass 2022A proceeds applied to projects through 10/31/22	\$ 213,972.75				\$ (213,972.75)		
	Reclass ARPA funds - WTP/Transmission lines project	\$ 166,930.00			\$ (166,930.00)			
11/29/2022	To Water Op&Maint. Checking	\$ (150,000.00)						
	Interest November	\$ 1,392.44						
11/30/2022	\$ 124,299.04	\$ 411,798.00	\$ -	\$ -	\$ -	\$ 980,019.24	\$ 1,008,527.25	\$ 2,524,643.53
12/7/2022	To Water Op&Maint. Checking	\$ (114,650.00)	\$ (135,350.00)					
12/9/2022	Transfer balance of Water Grant Fund Bank Account	\$ 220,810.28						
	To General Checking (In-lieu Tax 1st-2nd quarter, Rent 1st-2nd quarter as budgeted by BMA)	\$ (150,000.00)						
	Reclass ARPA funds - WTP/Transmission lines project	\$ 81,170.00			\$ (81,170.00)			
12/20/2022	To Water Op&Maint. Checking	\$ (100,000.00)						
	Interest December	\$ 1,125.86						
12/31/2022	\$ 62,755.18	\$ 276,448.00	\$ -	\$ -	\$ -	\$ 898,849.24	\$ 1,008,527.25	\$ 2,246,579.67
	Reclass 2022A proceeds applied to projects	\$ 7,000.00					\$ (7,000.00)	
	Reclass ARPA funds - WTP/Transmission lines project	\$ 89,980.00			\$ (89,980.00)			
1/25/2022	To Water Op&Maint. Checking	\$ (50,000.00)						
	Interest January	\$ 1,481.78						
1/31/2023	\$ 111,216.96	\$ 276,448.00	\$ -	\$ -	\$ -	\$ 808,869.24	\$ 1,001,527.25	\$ 2,198,061.45
2/6/2023	To Water Op&Maint. Checking	\$ (50,000.00)						
2/8/2023	2022A proceeds - Water Meter Project - To OP&M					\$ (114,087.49)		
2/16/2023	Reclass ARPA funds - WTP/Transmission lines project	\$ 72,640.00			\$ (72,640.00)			
2/16/2023	To Water Op&Maint. Checking	\$ (36,000.00)						
2/16/2023	Reclass 2022A proceeds applied to projects		\$ 10,350.00			\$ (10,350.00)		
2/16/2023	EDA Grant Reimbursement		\$ 342,409.83					
2/21/2023	To Water Op&Maint. Checking	\$ (91,000.00)						
	Interest February	\$ 1,166.70						
2/28/2023	\$ 8,023.66	\$ 276,448.00	\$ 352,759.83	\$ -	\$ -	\$ 736,229.24	\$ 877,089.76	\$ 2,250,550.49
3/17/2023	WTP/Translines & Booster Station - To Water Op & Maint.				\$ (76,050.00)	\$ (14,200.00)		
3/31/2023	Transfer to Debt Reserve	\$ (463.92)	\$ 463.92					
	Interest March	\$ 1,305.02						
3/31/2023	\$ 8,864.76	\$ 276,448.00	\$ 353,223.75	\$ -	\$ -	\$ 660,179.24	\$ 862,889.76	\$ 2,161,605.51
4/4/2023	WTP/Translines & Booster Station - To Water Op & Maint.				\$ (44,900.00)	\$ (18,200.00)		
4/14/2023	Transfer to Debt Reserve	\$ (1,426.25)	\$ 1,426.25					
4/14/2023	Reclass 2022A proceeds applied to projects	\$ 65.30				\$ (65.30)		
	Transfer to OP&Maint. (Perma payment in excess of remaining funding on 4.75M CON)					\$ (127,894.88)		
4/27/2023	Interest April	\$ 1,190.46						
4/30/2023	\$ 8,694.27	\$ 276,448.00	\$ 354,650.00	\$ -	\$ -	\$ 615,279.24	\$ 716,729.58	\$ 1,971,801.09
5/11/2023	2022A proceeds applied to projects - To Water Op & Maint.				\$ (73,120.00)	\$ (210,575.00)		
5/11/2023	WTP/Translines & Booster Station - To Water Op & Maint.				\$ (73,120.00)			
5/15/2023	Transfer to OP&Maint. - 6/1 Bond Payments		\$ (354,650.00)					
5/17/2023	Transfer to OP&Maint. - 6/1 \$4.75M CON INT Payments***	\$ (52,098.67)						
5/18/2023	2022A proceeds applied to projects - To Water Op & Maint.					\$ (334,053.93)		
	Interest May	\$ 1,163.52						
5/31/2023	\$ 9,857.79	\$ 224,349.33	\$ -	\$ -	\$ -	\$ 542,159.24	\$ 172,100.65	\$ 948,467.01

6/9/2023	Revenue to Savings - Advanced Funding for County Crew labor costs			\$	70,036.65						
6/19/2023	ARPA/2022A applied to projects - To Water Op & Maint.						\$	(89,040.00)	\$	(9,450.00)	
6/20/2023	2022A/Reserve applied to N. Cherokee payment	\$	(22,954.25)						\$	(162,650.65)	
6/22/2023	From Water Revenue - \$1M CON proceeds					\$	1,000,000.00				
6/22/2023	Transfer to OP&Maint. 7/1 CON payments					\$	(452,126.03)				
6/22/2023	Reallocate funds to reimb Equip. Reserve	\$	75,052.92			\$	(75,052.92)				
6/26/2023	Reallocate County Crew labor usage through 6/30	\$	20,779.45			\$	(20,779.45)				
6/29/2023	Transfer to OP&Maint. - Server, YE payments	\$	(15,000.00)	\$	(5,166.87)						
6/30/2023	Transfer to OP&Maint. YE payments	\$	(15,000.00)								
6/30/2023	Interest June	\$	749.93								
6/30/2023		\$	<u>1,387.17</u>	\$	<u>271,281.13</u>	\$	<u>-</u>	\$	<u>49,257.20</u>	\$	<u>472,821.05</u>
								\$	<u>453,119.24</u>	\$	<u>-</u>
										\$	<u>1,247,865.79</u>

Balance in Savings Account \$ 676,766.16  
Balance in Money Market Account \$ 571,099.63  
\$ 1,247,865.79

	\$1M CON Planned	Actual	Balance	FY24 Planned Amounts to Reserves	
				Res Sav	Debt - Non-Monthly
	\$ 1,000,000.00				
N. Cherokee	\$ (112,568.05)	\$ 22,954.25	\$ (89,613.80)		
Meters	\$ (90,184.00)		\$ (90,184.00)	4.75M CON 1/1/24	67,847.00
Sewer A	\$ (76,400.00)		\$ (76,400.00)	4.75M CON 7/1/24	412,847.00
Booster St.	\$ (35,000.00)		\$ (35,000.00)	1.25M CON 1/1/24	24,968.75
Reimb. Equip. Reserve (6/1 4.75M CON Int)	\$ (52,098.67)	\$ 52,098.67	\$ -	1.25M CON 7/1/24	109,968.75
4.75M&1.25M 7/1 Pmt	\$ (452,126.03)	\$ 452,126.03	\$ -	Bond Int. 12/1/23	68,223.75
Boones Creek Lift	\$ (50,000.00)		\$ (50,000.00) Beg 7/1	Bond Prin. 6/1/24	353,223.75
EDA Costs (Planned in Budget)	\$ (103,854.00)		\$ (103,854.00) Beg 7/1	Total	800,000.00
EDA Extra (Due to timing of payments)	\$ (27,769.25)		\$ (27,769.25) Beg 7/1	Monthly	66,666.67
	\$ (0.00)	\$ 527,178.95	\$ (472,821.05)		1,037,079.00
					86,423.25

Note: Water still owes General \$150,000 for PILT and Rent from FY23. This will take some time to generate cash to cover. New rates will go into effect later in July when bills are mailed for services after 6/30.





**TOWN OF JONESBOROUGH  
2022-23 JRT PLAYERS EDUCATION PROGRAM**

Balance 1/1/23	\$8,286.89
<b>Revenues 3-10-30000-3669:</b>	
<b>January</b>	
Theatre Class Fees (Gross)	\$5,925.00
Theatre Class Fees (Town portion retained 20%)	\$-
Education Workshop	\$-
RETURNED CHECKS	<u>\$(260.00)</u>
<b>Total January</b>	<u>\$5,665.00</u>
<b>February</b>	
Theatre Class Fees (Gross)	\$1,340.00
Theatre Class Fees (Town portion retained 20%)	\$-
Education Workshop	\$-
Fundraiser	\$-
<b>Total February</b>	<u>\$1,340.00</u>
<b>March</b>	
Theatre Class Fees (Gross)	\$160.00
Theatre Class Fees (Town portion retained 20%)	\$-
Education Workshop	\$-
Fundraiser	\$-
<b>Total March</b>	<u>\$160.00</u>
<b>April</b>	
Theatre Class Fees (Gross)	\$-
Theatre Class Fees (Town portion retained 20%)	\$(3,057.00)
Performance Ticket Sales	\$5,592.00
Education Workshop	\$-
Fundraiser	\$-
<b>Total April</b>	<u>\$2,535.00</u>
<b>May</b>	
Theatre Class Fees (Gross)	\$-
Theatre Class Fees (Town portion retained 20%)	\$-
Summer camps	\$16,045.00
Summer camp refund	<u>\$(170.00)</u>
<b>Total May</b>	<u>\$15,875.00</u>
<b>June</b>	
Theatre Class Fees (Gross)	\$11,748.00
Theatre Class Fees (Town portion retained 20%)	\$-
Education Workshop	\$-
Donation Pam Pope	<u>\$1,500.00</u>
<b>Total June</b>	<u>\$13,248.00</u>
<b>Total Revenues</b>	<u><u>\$38,823.00</u></u>

<b>Expenditures 4-10-14200-4939:</b>	
<b>January</b>	
Education Director Stipend	\$(1,000.00)
5% Class Fees - Education Director	\$-
10% Ticket fees - Education Director	\$-
JRT Player Payments	\$-
JRT Player Marketing	\$-
JRT Education Teacher Payments	\$-
Camp Expense	\$-
Class Expense	\$(110.27)
Fundraiser	\$-
<b>Total January</b>	<u>\$(1,110.27)</u>
<b>February</b>	
Education Director Stipend	\$-
5% Class Fees - Education Director	\$(788.50)
10% Ticket fees - Education Director	\$(551.00)
JRT Player Payments	\$-
JRT Player Marketing	\$-
JRT Education Teacher Payments	\$(4,560.00)
Camp Expense	\$-
Class Expense	\$(2,133.85)
Fundraiser	\$-
<b>Total February</b>	<u>\$(8,033.35)</u>

<b>March</b>	
Education Director Stipend	\$-
5% Class Fees - Education Director	\$-
10% Ticket fees - Education Director	\$-
JRT Player Payments	\$-
JRT Player Marketing	\$-
JRT Education Teacher Payments	\$(3,093.75)
Camp Expense	\$-
Class Expense	\$(108.34)
Fundraiser	\$-
<b>Total March</b>	<u>\$(3,202.09)</u>
<b>April</b>	
Education Director Stipend	\$-
5% Class Fees - Education Director	\$-
10% Ticket fees - Education Director	\$-
JRT Player Payments	\$-
JRT Player Marketing	\$-
JRT Education Teacher Payments	\$(3,093.75)
Camp Expense	\$-
Class Expense	\$(697.24)
Fundraiser	\$-
<b>Total April</b>	<u>\$(3,790.99)</u>
<b>May</b>	
Education Director Stipend	\$(1,000.00)
5% Class Fees - Education Director	\$(51.50)
10% Ticket fees - Education Director	\$(559.20)
JRT Player Payments	
JRT Adult Acting Class	
JRT Education Teacher Payments	\$(2,238.75)
Camp Expense	\$-
Class Expense	\$(64.42)
Fundraiser	\$-
<b>Total May</b>	<u>\$(3,913.87)</u>
<b>June</b>	
Education Director Stipend	\$-
5% Class Fees - Education Director	\$(1,024.00)
10% Ticket fees - Education Director	\$-
JRT Player Payments	\$-
JRT Player Marketing	\$-
JRT Education Teacher Payments	\$(15,360.00)
Camp Expense	\$(4,601.76)
Camp Expense	\$(12.32)
Fundraiser	\$-
<b>Total June</b>	<u>\$(20,998.08)</u>
<b>Total Expenditures</b>	<u><u>\$(41,048.65)</u></u>
<b>Balance of Funds</b>	<u><u>\$6,061.24</u></u>

Reviewed and approved by Janette Gaines, JRT Education Director

\_\_\_\_\_  
Janette Gaines, Education Director

\_\_\_\_\_  
Date

**JONESBOROUGH REPERTORY THEATRE**  
**SCHEDULE OF PLAY REVENUES AND EXPENSES**  
**FISCAL YEAR 2022-23**

Account	Lion, Witch, Wardrobe 10-30000-3667-007	Anything Goes 10-30000-3667-008	USO Show 10-30000-3667-009	Peter Pan 10-30000-3667-010	Dearly Beloved 10-30000-3667-011	It's a Wonderful Life 10-30000-3667-012	The Play that Goes Wrong 10-30000-3667-013	Beautiful 10-30000-3667-014	Music Man 10-30000-3667-015	Crazy For You 10-30000-3667-016	Into the Woods 10-30000-3667-017	Anastasia 10-30000-3667-018	TOTAL
Revenues (through 12/31/22)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures (through 12/31/22)	\$ (125.00)	\$ (125.00)	\$ (125.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Balance (1/1/2023)	\$ (125.00)	\$ (125.00)	\$ (125.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 61,991.24
<b>REVENUES:</b>													
January													
Tricket Sales Thunderlrix	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 46,368.96
Euan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 103.50
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,764.00
Donations:	\$ 3,800.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,545.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500.00
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 107.00
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 745.00
February Total	\$ 3,800.00	\$ -	\$ 5,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 77,133.46
February													
Tricket Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,624.27
Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 25.00
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 754.00
February Total	\$ -	\$ 1,000.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 19,903.27
March													
Tricket Sales	\$ 18,379.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,464.70
Euan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,006.00
Donations:	\$ -	\$ 4,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,800.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200.00
March Total	\$ 18,379.00	\$ 4,800.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 41,470.70
April													
Tricket Sales	\$ 14,726.00	\$ 6,724.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 21,450.50
Euan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ -	\$ 5,300.00	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 11,050.00
Playbill Advertisements	\$ -	\$ 500.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500.00
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ 588.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 585.00
April Total	\$ 15,324.00	\$ 12,524.50	\$ 1,750.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 33,585.50
May													
Tricket Sales	\$ 754.00	\$ -	\$ 3,031.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,785.00
Euan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ -	\$ 1,560.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,560.00
Playbill Advertisements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
May Total	\$ 754.00	\$ 1,560.00	\$ 3,031.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,345.00
June													
Tricket Sales	\$ 84.50	\$ 15,988.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 16,073.00
Euan Morton Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Gift Certificates	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Season Pass Allocation	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Donations:	\$ 5,844.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,844.00
Playbill Advertisements	\$ -	\$ 100.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100.00
Costume Donations	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
T-shirt Sales	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
June Total	\$ 5,928.50	\$ 16,088.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 22,017.00
<b>Total Revenues</b>	\$ 44,185.50	\$ 35,973.00	\$ 9,781.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,500.00	\$ -	\$ -	\$ -	\$ 199,454.93







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

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 2-a

**SUBJECT:** Communications from Mayor - Committee Appointment

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**JRT Board of Directors**

Appoint Joe Smith to the JRT Board of Directors Committee for a 3-year term expiring August 2026.

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

**DATE:** JULY 10, 2023 **AGENDA ITEM #:** 6-A

**SUBJECT:** 2<sup>nd</sup> Reading –Amending Title 1, Chapter 15, Business Roundtable Committee

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**BACKGROUND:**

Mayor Vest and I have been working back and forth to look at ways for the town to promote better communications and cooperation among businesses. I have been looking at ways to address stronger business development activities and in particular how we promote ALL business areas throughout town. This is an attempt to re-ignite the already established Roundtable Advisory Committee. This Committee has been inactive for several years and to re-ignite in my opinion will take a new roster of members. The few revisions to the composition section of the ordinance includes:

- Reducing the number of total members from 25 to 11, and still having staff and other ex-officio members. The number 25 reminded me of the past when the County Commission was composed of 25 members. To be more efficient I opine that a number like 11 of very strong members will be to our benefit more than a higher number like 25.
- Rather than terms expiring with 1 year and 2-years, we are proposing 2-year and 3-year terms.
- Currently, to my knowledge, the Washington County Economic Development Council is the entity to serve our economic development needs.

**RECOMMENDATION:**

Approve the amendment to the Title 1, Chapter 15 Business Roundtable Committee, Section 1-1502, Compositions, appointment, membership and terms, on Second and Final Reading.

**ORDINANCE NO. 2023-08**

**AN ORDINANCE TO AMEND THE MUNICIPAL CODE OF THE TOWN OF JONESBOROUGH, TENNESSEE TO AMEND TITLE 1 CHAPTER 15 ROUNDTABLE ADVISORY COMMITTEE**

**Whereas**, the roundtable is an advisory committee which promotes communication and cooperation among businesses, the Town of Jonesborough, and other planning and economic development professionals in order to sustain a health overall economy, continued business development, and a high quality of life within the Jonesborough area; and

**Whereas**, said roundtable has been inactive for several years and there is a desire by the Town of Jonesborough to re-establish the committee; and

**Whereas**, there is a desire to reduce the original composition of membership from twenty-five to a composition of up to eleven members; and

**Whereas**, the Town of Jonesborough has an interest in promoting economic activities throughout the town and to establish strong members to the Committee in designated classifications; and

**Now, Therefore, Be It Ordained** by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that the Town of Jonesborough Municipal Code is hereby amending Title 1, Chapter 15 Roundtable Advisory Committee by revising Section 1-1502 Compositions, appointment, membership and terms, and to read as follows:

1-1502. Compositions, appointment, membership and terms. The business roundtable shall be composed of eleven appointed members in designated classifications. The town administrator shall designate the specific business classifications. Terms of the members shall be two years. No appointed member shall serve consecutive terms on the roundtable. If, however, the appointee is the only person who operates a business in a particular classification, he or she shall serve two years initially and may have consecutive terms. If following a full two-year term, another individual who operates a business under that classification is available to serve, then that classification must be offered for rotation. Upon the expiration of an appointee's term, a former member may be re-appointed to the roundtable if a suitable classification is available after one year from his or her expired term. The appointee may hold the same or a different classification, but must be an owner or operator of an organization that fits the specific classification. Appointed members shall be selected by the mayor and confirmed by the board of mayor and aldermen. In order to establish a rotating membership, five of the members shall be appointed initially to have a term of two years, the other six shall serve three years. If a member misses three or more consecutive meetings, the membership position will automatically be vacated. Ex-officio members shall include, the Chairman of the Jonesborough Regional Planning Commission or his appointee; the mayor or an alderman designated by the mayor; a staff

representative of the Washington County Economic Development Council; and a representative of the State of Tennessee Department of Economic and Community Development.

**Be It Further Ordained**, that this ordinance shall be effective from and after its passage, the public welfare requiring it.

Passed on First Reading May 8, 2023  
Date

Public Hearing Held On July 10, 2023  
Date

Passed on Second Reading \_\_\_\_\_  
Date

Approved and Signed in Open Meeting \_\_\_\_\_  
Chuck Vest, Mayor

Attest: \_\_\_\_\_  
Robert Anderson, Town Recorder

Approved as to Form: \_\_\_\_\_  
James R. Wheeler, Town Attorney

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

DATE:     JULY 10, 2023     AGENDA ITEM #:     6-B    

SUBJECT:     2<sup>nd</sup> Reading – Amending Municipal Code Title 2, Entitled Alcoholic Beverages    

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**BACKGROUND:**

Presented are the proposed amendments to the municipal code as related to alcohol in Title 2, Alcoholic Beverages.

The changes presented today are designed to address the updates needed now. Also, I will be recommending a workshop to discuss our alcoholic beverage ordinances in more detail at some point in the future. That date should not be set at this point.

One change from first reading is the following pertaining to Section 2-209:

2-209. Restrictions upon issuance of on-premises beer permits. Permits for the on-premises sale of beer shall be issued according to the following limitations:

(1) Any applicant for an on-premise beer permit must first obtain, and show satisfactory proof to the board that he or she has obtained a license to serve mixed beverages pursuant to title 2, chapter 1 of this code and the provisions of the Tennessee Code Annotated referenced therein except for a beer permit issued as an on-premises special event beer permit.

(2) Annual sales of all alcoholic beverages as defined in this chapter and in the chapter 1 of title 2 of the municipal code shall not exceed ~~twenty-five (25%)~~ **fifty percent (50%)** of total taxable sales for any on-premises beer permit holder. In the application of this section, "total taxable sales" shall be defined as those food and non-alcoholic beverage sales subject to state and local sales tax. It shall be a violation of this section if the beer sales exceed the ~~twenty-five (25%)~~ **fifty percent (50%)** limit in two (2) consecutive months or three (3) months in any calendar year.

(3) A special occasion on-premises beer permit may be issued in conjunction with a special event/special occasion outdoor use permit associated with a permitted special event or town sponsored activity of a short-term nature in which the outdoor use application details the conditions in which on-premise beer is sold and controlled and these conditions are approved as part of the permit application by the board of mayor and aldermen. (Ord. of May 8, 1989, as replaced by Ord. #2002-18, Dec. 2002, and amended by Ord. #2012-07, May 2012, and Ord. #2018-13, Dec. 2018 Ch13\_03-08-21)

**RECOMMENDATION:**

Approve the amendments to the Jonesborough Municipal Code as related in Title 2, Alcoholic Beverages, as presented on Second and Final Reading.

**ORDINANCE NO. 2023-09**

**AN ORDINANCE TO AMEND THE TOWN OF JONESBOROUGH MUNICIPAL CODE, TITLE 2, ENTITLED "ALCOHOLIC BEVERAGES" BY DELETING CHAPTERS 1 AND 2 IN THEIR ENTIRETY AND REPLACING THEM WITH NEW CHAPTERS 1 AND 2**

**SECTION 1.** BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE, that Title 2 of the Jonesborough Municipal Code, entitled "Alcoholic Beverages" is amended by deleting Chapters 1 and 2 in their entirety and replacing them with new Chapters 1 and 2 as follows:

TITLE 2

ALCOHOLIC BEVERAGES<sup>1</sup>

CHAPTER

1. INTOXICATING LIQUORS.
2. BEER.

CHAPTER 1

INTOXICATING LIQUORS

SECTION

- 2-101. Definition of "alcoholic beverages."
- 2-102. Consumption of alcoholic beverages on premises.
- 2-103. Privilege tax on retail sale of alcoholic beverages for consumption on the premises.
- 2-104. Annual privilege tax to be paid to the town recorder.
- 2-105. Gross sales tax.
- 2-106. Sale otherwise prohibited.
- 2-107. Intoxicating liquor on public property.
- 2-108. Retail liquor stores.
- 2-109. Food stores selling wine.

2-101. Definition of "alcoholic beverages." As used in this chapter, unless the context indicates otherwise: "Alcoholic beverages" means and includes alcohol, spirits, liquor, wine, and every liquid containing alcohol, spirits, wine and capable of being consumed by a human being, other than patented medicine or beer as defined in Tennessee Code Annotated 57-5-101(b) as may be amended from time to time. Notwithstanding any provision to the contrary in this title, "alcoholic beverage" or "beverage" also includes any product containing distilled alcohol capable of being consumed by a human being manufactured or made with distilled alcohol irrespective of alcoholic content, including any infused product. For the purposes of Title 2, Chapter 1, "alcoholic beverages" is not the same as "beer" as defined in Title 2, Chapter 2.

2-102. Consumption of alcoholic beverages on premises. Tennessee Code Annotated, title 57, chapter 4, inclusive, is hereby adopted so as to be applicable to all sales of alcoholic beverages for on-premises consumption which are



regulated by the said code when such sales are conducted within the corporate limits of Jonesborough, Tennessee. It is the intent of the board of mayor and aldermen that the said Tennessee Code Annotated, title 57, chapter 4, inclusive, shall be effective in Jonesborough, Tennessee, the same as if said code sections were copied herein verbatim. [as added by Ord. #2002-17, Dec. 2002]

2-103. Privilege tax on retail sale of alcoholic beverages for consumption on the premises. Pursuant to the authority contained in Tennessee Code Annotated, § 57-4-301, there is hereby levied a privilege tax (in the same amounts levied by Tennessee Code Annotated, title 57, chapter 4, section 301, for the Town of Jonesborough General Fund to be paid annually as provided in this chapter) upon any person, firm, corporation, joint stock company, syndicate, or association engaging in the business of selling at retail in the Town of Jonesborough alcoholic beverages for consumption on the premises where sold. [as added by Ord. #2002-17, Dec. 2002]

2-104. Annual privilege tax to be paid to the town recorder. Any person, firm, corporation, joint stock company, syndicate or association exercising the privilege of selling alcoholic beverages for consumption on the premises in the Town of Jonesborough shall remit annually to the town recorder the appropriate tax described in § 2-103. Such payment shall be remitted not less than thirty (30) days following the end of each twelve (12) month period from the original date of the license. Upon the transfer of ownership of such business or the discontinuance of such business, said tax shall be filed within thirty (30) days following each event. Any person, firm, corporation, joint stock company, syndicate, or association failing to make payment of the appropriate tax when due shall be subject to the penalty provided by law. [as added by Ord. #2002-17, Dec. 2002]

2-105. Gross sales tax. It shall be the responsibility of the town recorder to ensure that the town receives its share of the fifteen percent (15%) tax levied on the gross sales of alcoholic beverages sold at retail for consumption on premises and collected by the commissioner of the alcoholic beverage commission under Tennessee Code Annotated, § 57-4-301(c), and distributed to the state and its political subdivisions under Tennessee Code Annotated, § 57-4-306. [as added by Ord. #2002-17, Dec. 2002]

2-106. Sale otherwise prohibited. Except as authorized by applicable laws, the provisions of this title and/or other ordinances, it shall be unlawful for any person to manufacture, receive, possess, store, transport, sell, furnish, or solicit orders for any intoxicating liquor within the Town of Jonesborough. "Intoxicating liquor" shall be defined in Section 2-101 of this Chapter.

2-107. Intoxicating liquor on public property. That it shall be unlawful for any person to drink or consume, or have an opened container of beer or intoxicating liquor in or upon any public street, alley, avenue, highway, sidewalk, public park, public school ground, or other public place, with the exception of restaurants permitted by the state alcoholic beverage commission for

the sale of alcoholic beverages that also obtain and have a current outdoor use area permit from the board of mayor and aldermen. [Ord. of September 10, 1984, as replaced by Ord. #2002-17, Dec. 2002, and amended by Ord. #2010-07, June 2010]

2-108. Retail liquor stores. (1) Sale authorized. It shall be lawful for a licensee to sell alcoholic beverages at retail in a liquor store within the corporate limits of Jonesborough; provided such retail license has been appropriately approved by the town and the state, and such sales are made in compliance with applicable state and federal statutes, rules and regulations, as well as the provisions established in this chapter.

"Retail liquor stores" are defined as stores licensed under Tennessee Code Annotated, § 57-3-208, to sell wine, intoxicating liquors and beer as defined in Section 2-101 of this Chapter; and "retail liquor stores" are not food stores permitted by the ABC to sell wine under Tennessee Code Annotated, § 57-3-806.

(2) License and certificate required. It shall be unlawful for any person, firm or corporation to sell alcoholic beverages at retail without first obtaining a license for such privilege in an off-premises liquor store through the State of Tennessee Alcoholic Beverage Commission, and without obtaining a certificate of compliance for a specific store location by the Jonesborough Board of Mayor and Aldermen as required by Tennessee Code Annotated, § 57-3-208.

(3) License restrictions. The requirements or restrictions established in Tennessee Code Annotated, §§ 57-3-204 to 57-3-210 apply to applicants for a retail liquor store license in Jonesborough, including, but not limited to, the following:

(a) No retail license shall be issued to a person who is a holder of public office, either appointive or elective, or who is a public employee, either national, state, city or county except as specified in Tennessee Code Annotated, § 57-3-210(b)(2).

(b) No retailer or any employee shall be a person who has been convicted of a felony involving moral turpitude within ten (10) years prior to the time of the application, with the exception of such person whose rights of citizenship have been restored or judgment of infamy has been removed by a court of competent jurisdiction. No license shall be issued to a retailer who within ten (10) years preceding the application has been convicted of any offense under the laws of Tennessee or any other state in the United States prohibiting or regulating the sale, possession, transportation, storing, or manufacturing or otherwise handling of intoxicating liquors.

(c) No person shall have ownership in, or participate in, either directly or indirectly, the profits of any wholesale or retail liquor business licensed through the Tennessee Code Annotated unless the interest in such business and the nature, extent and character thereof shall appear on the application or unless such interest is fully disclosed to the Alcoholic Beverage Commission and is approved by it.

(d) No person shall be employed unless they are a citizen of the United States.

(e) No retailer or any employee thereof shall be a person under

eighteen (18) years of age.

(f) A retailer must currently be a resident of the State of Tennessee for two (2) years or previously for at least ten (10) years consecutively.

(4) License application. Any person, firm, or corporation desiring to sell alcoholic beverages at a retail liquor store and not for consumption on premises shall make application to the Tennessee Alcoholic Beverage Commission (ABC) for a retailer's license. The following conditions apply:

(a) Conditions established in Tennessee Code Annotated, § 57-3-204, must be met including a one (1) time initial application fee of three hundred dollars (\$300.00) or current application fee, an additional permit fee, as well as any applicable Rules and Regulations of the Alcoholic Beverage Commission.

(b) The license application must be accompanied by a properly executed certificate of compliance from the Town of Jonesborough.

(c) The license expires in twelve (12) months following the date of issuance. Each licensee must submit renewal applications annually to the ABC accompanied by the annual license fee.

(d) The applicant for a license must meet the public notice requirements established in section 0100-03-.09 (10) and (11) of the Rules of the Alcoholic Beverage Commission.

(5) Application for certificate of compliance. An applicant for a license shall first obtain a certificate of compliance from the Town of Jonesborough, as provided in Tennessee Code Annotated, § 57-3-208. The application for the certificate shall be in writing on forms prescribed and furnished by the town recorder. The application includes a request for a certificate of good moral character, as provided by Tennessee Code Annotated, §§ 57-3-101, et seq. Applications shall include, but not be limited to, the following information:

(a) The name, date of birth and street address of each person to have an interest, direct or indirect, in the license as owner, partner, or stockholder, director, officer or otherwise. In the event that a corporation, partnership, limited liability company or other legally recognized entity is an applicant or member of an applicant group, each person with an interest therein must be disclosed and must provide the information herein required by the town.

(b) Statement that each applicant or member in the applicant group has been a bona fide resident of the State of Tennessee for at least two (2) years preceding the date the application is filed.

(c) The names and addresses of at least three (3) residents of the town or state that have known each applicant for at least two (2) years.

(d) Occupation or business name and location of such business of applicant or persons in the applicant group, and length of time engaged in such occupation or business, including the name of the licensee and address of any other off-premises liquor stores in which an ownership interest is held by the applicant or any member of the applicant group, identifying the applicant or group members holding each interest.

(e) In the case where the applicant is a partnership, corporation, limited liability company or other such legally recognized entity, the application shall be accompanied by a copy of the partnership agreement, corporate charter, operations agreement or other such document as well as a breakdown of all partners, shareholders, members, etc. with their ownership percentages.

(f) The identity of the applicant(s) who will be in actual charge of the day-to-day operation of the retail liquor store.

(g) Certification that the applicant or applicant group or any employee, now intended or in the future that will be employed to manage or assist in the operation of the retail liquor store has not been convicted of a felony involving moral turpitude within the ten (10) year period immediately preceding the date of the application, or any Jonesborough Municipal Ordinance alcohol violation. In order to satisfy the certification of no conviction of a felony involving moral turpitude, the applicant must at his or her own expense undertake a national background search of all individuals involved in the ownership, partnership, etc. of the retail liquor store and provide documentation to the Jonesborough Police Department that all individuals involved in the search are free of any felony convictions as designated. The applicant should contact the Jonesborough Police Department in advance to ensure that the firm used to undertake the background search(es) is acceptable.

(h) Name of the retail liquor store proposed in the application and the zoning designation applicable to such location.

(i) Address of the retail liquor store proposed in the application.

(j) A site plan drawn to a scale of not less than one inch (1") equals twenty feet (20') that includes the following information:

(i) The shape, size, and location of the lot which the retail liquor store is to be located.

(ii) The shape, size, height, number of floors and location on the lot of all buildings whether they are to be erected, altered, moved or existing upon the lot.

(iii) Off-street parking spaces and off-street loading/unloading area.

(iv) Ingress and egress to lot.

(v) Location of all doors accessing the building with designation of public access to building and designation of any landscaping, walls, fencing or other such possible obstruction limiting visual access to building entrances.

(vi) Designation of zone(s) of lot and adjoining properties.

(vii) Owners of adjoining properties, designation of use, and name of any business.

(viii) The identification of every parcel within two hundred feet (200') of the lot which the liquor store is to be operated, indicating ownership thereof, and the locations of structures situated thereon and the use being made of every such parcel.

(ix) Lighting of building exterior and parking area.

(k) Certification by the applicant stating that the premises of the proposed retail liquor store are in full compliance with the distance requirements established in § 2-108(8) of this chapter.

(l) The agreement of each applicant to comply with state and federal statutes, Jonesborough regulations governing retail liquor stores, and all state rules and regulations with reference to the sale of alcoholic beverages.

(m) Verification that the applicant has secured the location for the business at the location submitted in the application.

(n) A time schedule detailing any construction or renovation of the store building, improvements to grounds, and store opening date.

(o) The application form shall be signed and verified by each person who has any interest in the license either as owner, partner, stockholder, director, officer or otherwise.

(6) Application advertising requirements. Before a certificate of compliance application for a retail liquor store may be considered by the planning commission and then the board of mayor and aldermen, whether the application is for a transfer of an existing license to a new location or for a new license, the applicant must place at least one (1) advertisement, at his/her own expense, in a newspaper of general circulation in the town, a minimum of seven (7) days prior to the application being initially reviewed by the Jonesborough Planning Commission, with the published notice including the following information.

(a) Name and address of applicant.

(b) Nature and purpose of application.

(c) Location/address of store location.

(d) Date the application is proposed to be reviewed by the planning commission.

(7) Review and consideration of initial applications for certificate of compliance. Applications to the town for a certificate of compliance needed to license a retail liquor store shall be submitted to the town recorder. The town recorder shall review the documentation provided to see that all information

requested has been submitted and appears to be complete. Although the recorder will initially review materials submitted for compliance, and will to the extent possible identify insufficient information, it is responsibility of the applicant to provide all of the information required regardless of the recorder's review. When the recorder does identify insufficient information, the applicant shall have until the materials are sent to the planning commission to complete the application packet. An application shall not be deemed "filed" until it contains all of the information requested. After the initial review, a date shall be determined to send the full application to the planning commission for consideration. The applicant must provide proper notification in an acceptable publication at least seven (7) days in advance of the meeting in which the planning commission will consider the application. In reviewing the application, the planning commission shall consider at least the following:

(a) Whether the application meets all state and federal requirements.

(b) When there is more than one (1) application for a certificate of compliance in the same overlay zone area, the planning commission shall consider at least the following without regard to the order the applications were filed:

(i) The retail store locations submitted and the considerations of safety, lighting, ingress and egress, size of store, impact on traffic patterns, and ease of enforcement relative to each location.

(ii) The most suitable circumstances and location in consideration of the health, safety and welfare of the citizens of Jonesborough and the lawful operation of an off-premises retail liquor store.

(iii) The ability of the applicant to obtain the necessary license from the state, and to construct, renovate or otherwise develop the premises necessary for the retail store and open it to the public in a timely manner.

(iv) The compatibility of the building and landscaping with the surrounding properties, including building materials, roof pitch, etc., as well as compatibility with any town vision for commercial area in Jonesborough.

(c) Initially, the town will advertise, at a convenient time, the projected schedule for adoption of the ordinance governing location, number, and other considerations regulating retail liquor stores and the issuance of a certificate of compliance. The notice will also establish a date the ordinance will become effective which will be the first date to received applications. The projected meeting date of the planning commission in which liquor store applications will be reviewed shall also be included in the notice, as well as the date the board of mayor and aldermen will act on the applications so that the application, review, and

approval/denial process falls within the sixty (60) day requirement for action outlined in Tennessee Code Annotated, § 57-3-208.

(d) If a retail liquor store becomes available in an existing zone area or a new store zone is established, any voluntary request to transfer an existing and operating store location shall be evaluated and considered based on the criteria in subsection (7)(b) the same as any other application submitted.

(e) Applications, and all matters submitted with or as a part of such applications become at the time they are submitted the sole and exclusive property of the town and constitute public records open to public inspection.

(f) Because of the sixty (60) day requirement for board action applications outlined in Tennessee Code Annotated, § 57-3-208, any application submitted that is not approved for a certificate of compliance shall be denied by the board of mayor and aldermen. Said applications, however, shall be held by the town until the retail liquor store(s) approved are open and operating. At that time, the application may be disposed of by the town. If the approved store is not licensed by the ABC or fails to open in a timely manner and loses its license, the applications on file for a certificate of compliance may be reactivated and considered submitted upon written request by the applicant.

(8) Restrictions on location of and access to retail liquor stores. No location for a retail store shall be approved on any premises within the town, except on premises that are:

(a) Zoned B-3.

(b) Within a Retail Liquor Store (RLS) Overlay Zone made up of two (2) or more separate areas within the B-3 or other zones with one (1) and only one (1) retail store authorized per RLS Overlay Zone area.

(c) At least two hundred feet (200') from the nearest portion of any church, public or private school ground, day care, public playground or park, public recreational facility, or residential dwelling unit except if the dwelling unit is located within a building that contains mixed uses. For the purposes of measurement, the distance shall be determined from the center of the public entrance to the retail liquor store in a straight line the shortest most direct distance to the major entrance to the facilities and institutions listed. The restrictions set forth herein as to locations apply to conditions existing as of the time the application for a certificate is filed, and the future presence of any uses listed above in this subsection (8)(c) necessitating the two hundred foot (200') distance requirement shall not be grounds for revocation of a license or denial of a certificate if a valid license had been issued to any retail liquor store at the same location and the business has been in continuing operation since that date.

(d) Developed with a building in which the retail liquor store is only on the ground floor.

(e) Under normal circumstances a retail liquor store shall have one (1) entrance for use by the public. Circumstances may exist, like the premises being served by multiple public streets, or an on-premises liquor store being attached to a large complex, in which the applicant may petition for a second public entrance. However, the planning commission will have to recommend the second entrance, and in no case shall the retail liquor store have more than two (2) public entrances.

(9) Number of stores - adequate availability. For the purpose of determining whether alcoholic beverages are generally available in the town, or whether the town is being adequately served, it will be presumed, absent proof to the contrary, that alcoholic beverages are generally available and that the area is being adequately served when the ratio between the number of operating liquor stores in the town and the population of the town is less than or equal to one (1) store for each three thousand (3,000) town residents or fraction thereof.

(a) No new location for a retail liquor store, except a transfer from one (1) location to another in special circumstances fixed by rules or regulation of the State Alcoholic Beverage Commission, as authorized by statute, shall be approved unless it is determined that alcoholic beverages are not generally available in the town or that the town is not being adequately served by currently operating liquor stores.

(b) The determination by the Jonesborough Board of Mayor and Aldermen concerning the general availability of alcoholic beverages or the adequacy of service in the town shall be binding. However, upon proof of materially changed conditions, the town board may alter, amend or change its determination; provided that such a determination shall not affect those retail liquor licenses issued and in current and continuous use by the same licensee holder. Proof to rebut the presumption of adequacy shall be submitted to and considered by the planning commission and recommended to the board of mayor and aldermen.

(10) (a) Restrictions on issuance of certificate of compliance. No original or renewal certificate of compliance shall be issued for any location until:

(i) An application has been filed with the town recorder.

(ii) All requirements to obtain a certificate have been met, and the application complies with all restrictions as to location and number of retail licenses issued within Jonesborough.

(iii) A written certification by the applicant is submitted stating that the premises of the retail liquor store are in full and complete compliance with the distance requirements established in § 2-108(8) of this chapter.



(iv) The application shall be signed and verified by each person to have an interest in the retail liquor store either as an owner, partner, stockholder or otherwise.

(v) The application has been reviewed and considered by the Jonesborough Planning Commission and recommended to the board of mayor and aldermen.

(vi) The application has been considered at a regular or called meeting of the Jonesborough Board of Mayor and Aldermen and approved by majority vote.

(b) Requirements for a renewal certificate of compliance. It is the responsibility of the owners of an existing retail liquor store in Jonesborough to submit an application for renewal of a certificate of compliance and the information required in a timely manner, at least forty-five (45) days before any action by the town is anticipated. Any required background checks due to a change in ownership or partnership must be undertaken prior to the application being submitted to the town recorder. The requirements for a renewal certificate of compliance are as follows:

(i) A renewal application must be filled out and filed with the town recorder.

(ii) A written certification signed and verified by each person having an interest in the retail liquor as an owner, partner, stockholder or otherwise, must be submitted as a component of the renewal application that states the following:

(A) The retail liquor store is located on the same parcel it was when the last certificate of compliance was approved and issued to the owners.

(B) The existing retail liquor store continues to meet the site requirements approved by the Jonesborough Police Department, Jonesborough Regional Planning Commission, and the Jonesborough Board of Mayor and Aldermen.

(C) The owner(s) must certify that they do meet and will continue to meet the current requirements and regulations for retail liquor stores issued by the Town of Jonesborough, and Tennessee Code Annotated, §§ 57-3-204 to 57-3-204, along with any amendments.

(D) Each owner or member of the owner group has been a resident of the State of Tennessee for at least two (2) years preceding the date of the renewal application submitted.

(11) Term of certificate of compliance. Once issued by the board of mayor and aldermen, a certificate of compliance required by Tennessee Code Annotated, § 57-3-208, shall be valid for two (2) years. A new certificate therefor

is required every other year, to be submitted to the ABC with application for the annual license renewal.

(12) Full and accurate disclosure required. (a) It shall be unlawful for any person to have ownership in or participate, either directly or indirectly, in the profits of any retail store license under this chapter, unless his/her interest in the business and the nature, extent and character thereof shall appear on the application for a certificate of compliance; or if the interest is acquired after the issuance of a license, unless it is fully disclosed to and approved by the board of mayor and aldermen (town administrator). Where such interest is owned by such a person on or before the application for any certificate, the burden shall be upon such person to see that this section is not violated, whether he/she signs or prepares the application, or whether the same is prepared by another; or if the interest is acquired after the issuance of the certificate, the burden of disclosure of the acquisition of such interest shall be upon the seller and the purchaser.

(b) Misrepresentation of a material fact, or concealment of a material fact, required to be shown in the application for a license or certificate shall be a violation of this chapter. The board of mayor and aldermen may refuse to issue a certificate if, upon investigation, the town finds that the applicant for a certificate has concealed or misrepresented in writing or otherwise any material fact or circumstance concerning the operation of the retail liquor store, or if the interest of any applicant in the operation of the business is not truly stated in the application, or in case of any fraud or false swearing by any applicant concerning any matter related to the operation of the business. All data, written statements, affidavits, evidence, or other documents submitted in support of an application are part of the application.

(c) If the provisions of this section and chapter are alleged to have been violated, the board of mayor and aldermen may by majority vote revoke any certificate which has been issued, after first providing an opportunity for the applicant(s) or licensee to refute such allegations and/or show cause why the certificate should not be revoked.

(13) Regulation of retail sales. Retailers licensed under Tennessee Code Annotated, § 57-3-204, shall comply with the regulation of retail sales established in Tennessee Code Annotated, § 57-3-406, included, but not limited, to the following:

(a) Hours and days of operation - No retailer shall sell or give away or otherwise dispense any alcoholic beverages except between the hours of 8:00 A.M. and 11 :00 P.M. on Monday through Saturday. No retailer shall sell or give away alcoholic beverages between 11 :00 P.M. on Saturday and 8:00 A.M. on Monday each week.

(b) Sale during holidays - No retailer shall sell or give away alcoholic beverages on Thanksgiving Day, Christmas Day, New Year's Day, Independence Day (Fourth of July), and Labor Day.

(c) No pinball machine, music machine, or other amusement device shall be permitted in any liquor store.

(d) No alcoholic beverages shall be sold for consumption on the premises of the retailer.

(e) Retail liquor stores shall only sell alcoholic beverages.

(f) The sale and delivery of alcoholic beverages at a retail liquor store shall be confined to the building premises of the licensee, and no curb service or drive-thru service is permitted.

(14) License display. Persons granted a license to carry on any business or undertaking contemplated herein shall, before being qualified to do business, display and post and keep displayed and posted, in the most conspicuous place in their premises, such license.

(15) Advertising/signage. Advertising by a licensee, and signs, displays, posters and designs intended to advertise any alcoholic beverages, shall be governed by the applicable rules of the Tennessee Alcoholic Beverage Commission and/or the sign provisions and restrictions of the underlying zoning district as may be specified in the Jonesborough Sign and Zoning Ordinances.

(16) (a) Transfer of license and certificate. The holder of a license for a retail liquor store may not sell, assign or transfer such license to any other person, and such license shall be good and valid only for the twelve (12) months after the same was issued. Except as expressly authorized, there shall be no transfer of any license from one (1) location to another. An application for a retail liquor store license from the Alcoholic Beverage Commission resulting from a change in ownership or store location shall require a re-submittal of an application for a certificate of compliance.

(b) Requesting to transfer location of existing retail liquor store operating in good standing. An existing retail liquor store previously approved to operate in Jonesborough by the board of mayor and aldermen and the Tennessee Alcohol Beverage Commission that submits a request to transfer its retail liquor store operation to a new location may do so without the town opening up the process to additional applicants; provided the existing owner(s) meets the following conditions:

(i) The existing store is in good standing at the time the request to transfer location is submitted.

(ii) The location where the store is to be moved is in a proper zone and is in the same designated area of the Retail Liquor Store Overlay.

(iii) A site plan is developed that addresses the required components of a site plan for a retail liquor store, and that plan is approved by the Jonesborough Regional Planning Commission and found acceptable by the Jonesborough Police Department.

(iv) A renewal application for a certificate of compliance is submitted to the Jonesborough Board of Mayor and Aldermen on a schedule in which the town board deliberates possible action after approval of the new store location layout and site plan by the planning commission and is found acceptable to the Jonesborough Police Department.

(v) At the time the new location and associated site plan is submitted to the town board for approval, any change in ownership must be addressed as well by submitting information and certifications required.

(17) Inspection fee levied. For the purpose of providing a means of regulating the sale of alcoholic beverages within the town, and to provide means of enforcing the provisions of this chapter, there is hereby levied and imposed an inspection fee of five percent (5%) of the wholesale price of all alcoholic beverages sold by wholesalers to any licensed retail liquor store within the corporate limits of Jonesborough. Collection of this inspection fee by wholesalers shall be undertaken under regulations established in Tennessee Code Annotated, §§ 57-3-501 to 57-3-503, including, but not limited to:

(a) The inspection fee is imposed upon licensed retailers but is collected by wholesalers.

(b) The inspection fee shall be collected by the wholesaler at the time of the sale or at the time the retailer makes payment for the delivery of the alcoholic beverages, and said fee may be added by the wholesaler to the invoice for the alcoholic beverages sold to the licensed retailers.

(c) Each wholesaler making sales to retailers located within the Jonesborough town limits shall make monthly payments to the town.

(d) Monthly payments shall be paid by the twentieth day of the month following which sales were made, and shall be accompanied with monthly reports that include the information required in Tennessee Code Annotated, § 57-3-503.

(e) Wholesalers collecting and remitting inspection fees to the town shall be entitled to reimbursement for this collection service, a sum equal to five percent (5%) of the total amount of the inspection fees collected, and such reimbursement may be deducted and shown on the monthly report to the Town of Jonesborough.

(f) Failure to collect and/or report and/or to pay the inspection fee collected by the day required shall result in a penalty of ten percent (10%) of the fee due, which shall also be paid to the town.

(g) The Town of Jonesborough has authority to audit the records of wholesalers reporting sales to retail liquor stores in Jonesborough to determine the accuracy of reports.

(h) Nothing within this § 2-108(17) herein shall relieve the licensee of the obligation for the payment of the inspection fee, and it

shall be the licensee's duty to see that the payment of the inspection fee is made to the town recorder.

(i) The inspection fee levied in this chapter shall be in addition to any general gross receipts, sales and other general taxes applicable to the sale of alcoholic beverages, and shall not be in substitution for such taxes.

(18) Surrender of license if business discontinued. Whenever any licensee discontinues business for any reason, he/she shall immediately notify the alcohol beverage commission and the town recorder in writing and surrender the licensee and certificate of compliance.

(19) Revocation procedures. Whenever the board of mayor and aldermen find that a licensee has been, or is, in violation of the Tennessee Code Annotated, title 57, chapter 1, the Rules and Regulations of the Alcoholic Beverage Commission, or the provisions of this chapter, the board shall certify such violation(s) to the State Alcoholic Beverage Commission, in such form as the commission requires. The Alcoholic Beverage Commission shall have the responsibility for determining whether the offender's license shall be revoked. The board of mayor and aldermen, upon determination of violations of state or local regulations governing the retail sale of alcoholic beverages may revoke the town issued certificate of compliance, and shall communicate said revocation to the Alcoholic Beverage Commission for possible further action.

(20) Penalties. Any violation of the terms of this chapter and section may be punishable by a fine under the general penalty clause of the Jonesborough Municipal Code in addition to any other penalty herein provided, and in addition to the loss of license. Each separate occurrence shall constitute a separate violation. (as added by Ord. #2011-03, Jan. 2011, and amended by Ord. #2016-01, Feb. 2016 *Ch12\_04-09-18*, Ord. #2018-10, Aug. 2018 *Ch13\_03-08-21*, Ord. #2019-06, April 2019 *Ch13\_03-08-21*, and Ord. #2020-02, March 2020 *Ch13\_03-08-21*)

2-109. Food stores selling wine. (1) Sale authorized. It shall be lawful for a licensee to sell wine at retail in a food store within the corporate limits of Jonesborough; provided background checks on the food store manager and responsible corporate officer and zoning are properly certified by the Jonesborough Board of Mayor and Aldermen and the license to sell wine has been properly issued by the Tennessee Alcoholic Beverage Commission under criteria established in Tennessee Code Annotated, § 57-3-806.

(2) License and certificate required. It shall be unlawful for any food store to sell wine at retail without first obtaining a certificate of compliance certifying clear background checks and the proper zoning, as well as an approved license to sell wine has been obtained from the Tennessee Alcoholic Beverage Commission.

(3) Number of food stores with license to sell wine retail. There is no limit to the number of food stores that can be permitted to sell wine if they meet local and state criteria.

(4) Application for certificate of compliance. Applications for a certificate of compliance must be filled out completely, and the completed application must be acted upon by the Jonesborough Board of Mayor and Aldermen within sixty (60) days or the application is deemed granted.

(a) A background check must be undertaken on the store manager, and, if a corporation, the CEO or corporate officer responsible for the food store in Jonesborough.

(b) The required background checks must determine if the manager or corporate officer in charge has been convicted of a felony in the last ten (10) years.

(c) The background checks must be initiated by the applicant and the cost of the background check will be the sole responsibility of the applicant. Background checks must be undertaken by a reputable firm, approved by the state and federal government, that can undertake a national search using fingerprint technology to determine if a felony has been committed in the last ten (10) years. Background search results must be submitted to the Town of Jonesborough along with the necessary address and contact information of the firm utilized for the search so a verification of results can be obtained. An application for a certificate of compliance is not considered complete until the background check results have been submitted to the town.

(d) The property must be properly identified to allow town staff and the town board to make a determination of proper zoning.

(e) A certificate of compliance application fee will be two hundred fifty dollars (\$250.00) or the maximum allowed by state law. [as added by Ord. #2016-01, Feb. 2016 Ch12\_04-09-18]

## CHAPTER 2

### BEER<sup>1</sup>

#### SECTION

- 2-201. Beer board.
- 2-202. Authorization of beer businesses.
- 2-203. Location of beer businesses.
- 2-204. Hours and days of sale, etc., regulated.
- 2-205. Playing of pool or billiards prohibited where beer is sold or otherwise dispensed.
- 2-206. Public consumption of beer prohibited.
- 2-207. Beer permits.
- 2-208. Permits for retail sale; types designated.
- 2-209. Restrictions upon issuance of on-premises beer permits.
- 2-210. Restrictions on financial interests of beer permit holders.
- 2-211. Restrictions upon issuance of off-premises beer permits.
- 2-212. Selling or otherwise dispensing beer to persons in motor vehicles prohibited.
- 2-213. Restrictions pertaining to minors.
- 2-214. Restrictions pertaining to intoxicated persons.
- 2-215. Selling or otherwise dispensing beer to persons without valid permits or to persons engaging in unlawful practices prohibited.
- 2-216. Suspension or revocation of beer permits.
- 2-217. Civil penalty in lieu of suspension.
- 2-218. Inspection of beer businesses.
- 2-219. Prior permit holders.
- 2-220. Information to be kept on file with or available to the town recorder.
- 2-221. Severability.
- 2-222. Classes on-premises permits.
- 2-223. Catering permits.
- 2-224. Special events permit.
- 2-225. Manufacturer's tasting room permit.
- 2-226. Special event beer permit.
- 2-227. Servers must have license.
- 2-228. Violations and fines.

2-201. Beer board. There is hereby created a board, to be known as the Jonesborough Beer Board, which shall be composed of the members of the Board

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<sup>1</sup>State Law Reference:

For a leading case on a municipality's authority to regulate beer, see the Tennessee Supreme Court decision in Watkins v. Naifeh, 635 S. W. 2d 104 (1982).

of Mayor and Aldermen of the Town of Jonesborough, whose duty it shall be to regulate, supervise, and control the issuance, suspension, and revocation of permits to sell, store, distribute, dispense, serve, and/or manufacture beer and other beverages of like alcoholic content in the Town of Jonesborough.

The term "beer" as used in this Chapter and elsewhere in the municipal code shall have the same meaning as this term is defined by Tennessee Code Annotated, § 57-5-101(b) as may be amended from time to time.

The mayor shall be the chairman and the town recorder shall be the secretary of said board. A majority of the board shall constitute a quorum for any purpose. Matters before the board will be decided by a majority present if a quorum is constituted.

The secretary of the board shall keep a record of all the proceedings of the board, which shall be a public record and shall contain at least the following:

- (1) The date of each meeting.
- (2) The names of the board members present and absent.
- (3) The names of the members introducing and seconding motions and resolutions, etc., before the board.
- (4) A copy of each such motion or resolution presented.
- (5) The vote of each member thereon.
- (6) The provisions of each beer permit issued by the board.

The recorder shall further keep on file in his or her office all original applications and a duplicate of each permit issued. The board shall be empowered to employ a court reporter or person of equivalent ability whenever necessary in any hearing before it. The power, right, and authority are hereby conferred upon said board to arrange for and prescribe the details and form of the necessary applications, permits, and other matters incident to carrying out the provisions of this chapter.

The board shall meet upon call of the chairman of the board to transact such business as may properly come before it. The board may adjourn a meeting at any time to another time and place. All meetings of the board shall be open to the public.

The board shall perform such other duties and have such other power and authority provided by statute and this chapter. [as replaced by Ord. #2002-18, Dec. 2002]

2-202. Authorization of beer businesses. Pursuant to Tennessee Code Annotated, §§ 57-5-202, et seq., it shall be lawful in the Town of Jonesborough to transport, store, sell, distribute, possess, receive, or manufacture beer of alcoholic content, and/or any other beverage of like alcoholic content, as defined in Section 2-201 of this chapter and the privilege taxes provided in this code; provided, however, it shall be unlawful for any person, firm, co-partnership, corporation, joint stock company, syndicate, association, or other group operating as a unit to sell, store, dispense, serve, distribute, and/or manufacture any of the said beverages regulated by this chapter within the Town of Jonesborough without having first obtained a duly issued permit and license to do so in the manner prescribed in this chapter.



All permits shall be restrictive as to the type of beer business authorized under them. Separate permits shall be required for selling at retail, storing, distributing, and manufacturing. It shall be unlawful for any beer permit holder to engage in any type or phase of the beer business not expressly authorized by his or her permit. It shall likewise be unlawful for the permit holder not to comply with any and all express restrictions or conditions which may be written into his or her permit by the beer board. [as replaced by Ord. #2002-18, Dec. 2002]

2-203. Locations of beer businesses. No beer permit shall be granted for any location where there may be, in the opinion of the beer board, an adverse effect in consideration of the type and character of the neighborhood, the population density of the neighborhood, the proximity of residences, schools, parks, and playgrounds, the proximity of churches or other religious establishments, any problem with law enforcement in the area, and such other factors which affect the public health, safety, or welfare. [as replaced by Ord. #2002-18, Dec. 2002]

2-204. Hours and days of sale, etc., regulated. It shall be unlawful for any person, firm, corporation, joint stock company, syndicate, or association to offer for sale or sell beer or other alcoholic beverage with an alcoholic content as defined in Section 2-201 of this chapter within the corporate limits of Jonesborough, Tennessee between the hours of 12:00 A.M., and 6:00 A.M. on Monday, Tuesday, Wednesday, Thursday, Friday and Saturday, and between the hours of 12:00 A.M. and 12:00 P.M. on Sunday, nor between the hours of 12:00 A.M. Sunday and the following Monday at 6:00 A.M. No such beverages shall be consumed or opened for consumption on or about any premises where beer or other beverages with an alcoholic content not exceeding five percent (5%) of weight is sold within the corporate limits of Jonesborough, Tennessee in either bottle, glass or other container after 12:15 A.M. [as replaced by Ord. #2002-18, Dec. 2002]

2-205. Playing of pool or billiards prohibited where beer is sold or otherwise dispensed. None of the beverages regulated by this chapter shall be sold, given away, served, or otherwise dispensed or consumed within a room or place used to carry on the business of playing of pool or billiards, nor in any room or place with a direct entrance to any such rooms or places used for the playing of pool or billiards. [as replaced by Ord. #2002-18, Dec. 2002]

2-206. Public consumption of beer prohibited. None of the beverages regulated by this chapter shall be consumed upon any public street, alley, boulevard, bridge nor upon grounds of any cemetery or school, whether public or private grounds, nor upon the grounds of any church, nor upon any vacant lots without written permission from the owner, except in a permitted outdoor use area associated with a permitted special event or town sponsored activity, or a permitted outdoor use area associated with a restaurant or establishments with a current alcoholic beverage commission permit and town beer permit. (as replaced by Ord. #2002-18, Dec. 2002, amended by Ord. #2009-05, May 2009, and replaced by Ord. #2010-08, June 2010, and Ord. #2012-07, May 2012)

2-207. Beer permits. (1) No permit shall be issued except upon application in writing of the owner or owners of the business made to the Jonesborough Beer Board, which application shall be sworn to by the applicants and verified by the affidavits of two (2) reputable citizens of the State of Tennessee who are acquainted with the applicants. Each applicant must be a person of good moral character and certify that he or she has read and is familiar with the provisions of this chapter. All applications shall be made upon a regular form provided for that purpose, and shall be filed with the secretary of the board. In no event shall a permit be issued without the written approval of the application therefor by a majority of the board.

Prior to consideration of an application, the Town of Jonesborough shall collect an applicant fee of two hundred fifty dollars (\$250.00) in the form of a cashier's check payable to the Town of Jonesborough in accordance with Tennessee Code Annotated, § 57-5-103.

(2) Each beer licensee must receive a permit for each employee of his place of business and must file an application with the board or its authorized representative showing that all of the laws with reference to a person serving alcoholic beverages have been complied with.

(3) All applications for any permits required hereunder shall be verified by oath or affidavit and shall establish the following:

(a) That neither the applicant nor any person or persons employed by him or her in such distribution or sale has been convicted of any violation of the statutes of 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.

(b) That no sale 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.

(c) That no minor shall be allowed to loiter about the applicant's premises.

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

(e) That the applicant is of good character and has a sufficient legal interest in a suitable location as to entitle the applicant to conduct the sale of beer at such place of business.

(f) That, in the place of business where such beverages will be sold or distributed, 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.

(g) That no sale or distribution of such beverages shall be made at a place where such sale or distribution will cause congestion of traffic or interference of schools, churches, or other places of public gathering, or will otherwise interfere with public health, safety and morals.

(h) That, in the place of business where such beverages will be sold or distributed, the consumption of any beverages with an alcoholic content as defined in Section 2-201 of this chapter shall not be allowed, except in places that hold valid licenses for the sale of alcoholic beverages by the drink, as issued by the Alcoholic Beverage Commission of the State of Tennessee.

(i) That, in the place of business where such beverages are sold for consumption on premises, proper sanitary facilities for both sexes shall be provided.

(j) That gambling in any form shall not be permitted on the premises.

(k) That the person so applying will conduct the business in person, or if he or she is acting as agent for any other person, firm, corporation or association, the name or names of the owners of such business, together with their addresses and the nature of the firm, corporation or association for whom the applicant is acting.

(4) Permits shall be issued for an indefinite period of time except that the Jonesborough Beer Board may issue a permit for a shorter or probationary period if, in its discretion, it deems such action proper and reasonable under the circumstances.

(5) (a) There is hereby imposed on the business of selling, distributing, storing or manufacturing beer an annual privilege tax of one hundred dollars (\$100.00). Any person, firm, corporation, joint stock company, syndicate, or association engaged in the sale, distribution, storage or manufacture of beer shall remit the tax on January 1, 2003, and on each successive January 1, to the Town of Jonesborough, Tennessee. A penalty of ten dollars (\$10.00) will be assessed on the second working day following January 1 and on each successive working day until the privilege tax is paid. At the time a new permit is issued to any business subject to this tax, the permit holder shall be required to pay the privilege tax on a prorated basis for each month or portion thereof remaining until the next tax payment date, all as provided in Tennessee Code Annotated, § 57-5-104.

(b) Inspection fee. Pursuant to Tennessee Code Annotated, § 57-3-501, an inspection fee of five percent (5%) is hereby levied on the sale of beer products sold to licensed retailers within the corporate limits of the Town of Jonesborough. Wholesale beer distributors selling beer products to retailers in Jonesborough shall collect the inspection fee from the retailer, and the fee can be collected at the time of the sale or when

the retailer makes payment for the delivery of the alcoholic beverages. Wholesalers shall make monthly reports to the town, and the reports shall contain a list of the beer products sold to any retailer, the wholesale price of the beverage sold, the amount of tax due, and any other information required by the town recorder. The inspection fee tax shall be paid and the report submitted by the twentieth of the month following the month the sales were made. Failure to submit a timely report will result in a ten percent (10%) penalty as authorized by Tennessee Code Annotated, § 57-3-503.

(6) No permit now enforced or hereinafter issued shall be good or valid except at the location described on the face of the permit, or in the event no premises is designated on the permit the location described in the application upon which it is based except as provided in §§ 2-223, 2-224, and 2-225, entitled "Classes on-premises permits." No permit now enforced or hereinafter issued shall be transferable.

(7) The applicant or a representative may be required to appear in person before the board and subject himself or herself to examination upon any and all questions appertaining to his or her qualifications under this chapter and amendments thereto.

(8) No permit may be granted hereunder to any establishment when any person, firm or corporation having at least a five percent (5%) ownership in the establishment has been convicted within ten (10) years prior to the application for a permit hereunder of a violation of the laws governing the sale or manufacture of alcoholic beverages or of any felony, or has had a beer permit revoked or suspended within the past ten (10) years.

(9) Every permit and license issued pursuant to this chapter shall be displayed in a conspicuous place framed under glass and placed so it can be easily read in the place of business named and described in the permit.

(10) No permit or license shall be issued pursuant to this chapter unless the applicant establishes to the satisfaction of the beer board that he or she has obtained all permits and paid all required fees and privilege taxes, and has met all other requirements of the laws of the State of Tennessee and the United States. No permit or license shall be granted unless or until the party desiring the same shall have filed with the county court clerk the bond provided for in Tennessee Code Annotated, §§ 57-5-106 and 57-5-107.

(11) The holder of a permit issued pursuant to this chapter desiring to voluntarily surrender the permit shall tender said permit to the Jonesborough Beer Board. The board shall take such action upon the offer to surrender as it may determine necessary and advisable under the circumstances, and it shall have absolute authority to refuse to accept the surrender of any permit.

(12) A majority of the full board shall consider all applications filed under this chapter and grant or refuse the license according to its best judgment under all of the facts and circumstances, and the action of the majority of the full board in granting or refusing a license shall be final, except as same is subject to review by law.

In the consideration of the applications, the beer board shall take into consideration the type and character of the neighborhood; the population density in the area; present and future traffic conditions in the location and in the neighborhood; the proximity of schools, parks and playgrounds; the proximity of churches or other religious establishments; any problems of law enforcement in the area; and other such factors as are brought to the attention of the board which will affect the public health and welfare.

(13) Any person, firm or corporation holding a permit under this chapter who proposes to transfer the business operated under the permit to any other person, firm or corporation with the intention or the expectation that the buyer will engage in the business of selling beer at the same location shall be required to notify the beer board of such intention to transfer the business.

The board shall be furnished with the name of the proposed buyer, who shall be required to make application for a permit to the board. Such application shall conform to the requirements for other applications for permits as set out in this chapter.

In the event a proposed buyer acquires the business operated under this permit, and such transfer is to become final upon condition that the buyer obtains a regular beer permit, the buyer may obtain a temporary permit from the town recorder upon the determination of the town recorder that the buyer is about to comply with this chapter. Such temporary permit shall be valid only until the first meeting of the beer board is held after the issuance of said temporary permit and in no event shall such temporary permit be valid more than ninety (90) days from the date of issuance. The holder of a temporary permit shall be subject to all restrictions and penalties provided for regular permit holders by this chapter. Temporary permits shall not be issued except for premises for which the beer permit has been issued to another owner or operator at the time application is made for such temporary permit.

(14) Any permit, excluding temporary permits, issued for the sale of beer under this chapter shall remain in full force and effect for a period of one (1) year from the date of issuance, expiring at 12:00 A.M. In the event a holder of a permit shall cease to operate his business for which said permit was issued, the permit shall become invalid and void at 12:00 A.M. of the date on which the holder ceases to operate the business. Said licensee shall, within five (5) days thereafter, surrender said permit to the town recorder.

Renewal of a permit upon the expiration of same shall be done likewise in accordance with the provisions of this chapter. (as replaced by Ord. #93-08, Oct. 1993, and Ord. #2002-18, Dec. 2002, and amended by Ord. #2003-10, June 2003, Ord. #2009-05, May 2009, and Ord. #2020-03, March 2020  
Ch13\_03-08-21)

2-208. Permits for retail sale; types designated. Permits for the retail sale of beer shall be of two (2) types:

(1) On-premises permits. On-premises permits shall be issued for the consumption of beer on the premises in accordance with the provisions of this chapter.

(2) Off-premises permits. Off-premises permits shall be issued for the sale of beer only for consumption off the business premises in accordance with the provisions of this chapter. [as replaced by Ord. #2002-18, Dec. 2002]

2-209. Restrictions upon issuance of on-premises beer permits. Permits for the on-premises sale of beer shall be issued according to the following limitations:

(1) Any applicant for an on-premise beer permit must first obtain, and show satisfactory proof to the board that he or she has obtained a license to serve mixed beverages pursuant to title 2, chapter 1 of this code and the provisions of the Tennessee Code Annotated referenced therein except for a beer permit issued as an on-premises special event beer permit.

(2) Annual sales of all alcoholic beverages as defined in this chapter and in the chapter 1 of title 2 of the municipal code shall not exceed ~~twenty-five (25%)~~ **fifty percent (50%)** of total taxable sales for any on-premises beer permit holder. In the application of this section, "total taxable sales" shall be defined as those food and non-alcoholic beverage sales subject to state and local sales tax. It shall be a violation of this section if the beer sales exceed the ~~twenty-five (25%)~~ **fifty percent (50%)** limit in two (2) consecutive months or three (3) months in any calendar year.

(3) A special occasion on-premises beer permit may be issued in conjunction with a special event/special occasion outdoor use permit associated with a permitted special event or town sponsored activity of a short-term nature in which the outdoor use application details the conditions in which on-premise beer is sold and controlled and these conditions are approved as part of the permit application by the board of mayor and aldermen. (Ord. of May 8, 1989, as replaced by Ord. #2002-18, Dec. 2002, and amended by Ord. #2012-07, May 2012, and Ord. #2018-13, Dec. 2018 *Ch13\_03-08-21*)

2-210. Restrictions on financial interests of beer permit holders. No brewer, wholesaler, or manufacturer of any of the beverages regulated by this chapter, nor any agent or agents of such brewer, wholesaler, or manufacturer shall be permitted to make any loan of money or furnish any fixtures of any kind or have any interest either directly or indirectly in the business of any retailer of such beverages, or in the premises occupied by any such retailer. No person holding and/or exercising an unexpired permit or license issued pursuant to this chapter shall, while so doing, convey or grant or contract to convey or grant any interest in the business located at the place named in said permit, or any interest in the premises or any property therein, to any brewer, wholesaler, or manufacturer of the beverages regulated by this chapter. No person holding and/or exercising an unexpired permit or license issued pursuant to this chapter shall incur or contract any indebtedness or financial obligation to any brewer,

wholesaler, or manufacturer of the beverages regulated by this chapter, except for the purchase of said beverages. No permit or license shall be granted under this chapter to any applicant who, at the time of making application, is indebted or financially obligated to any such brewer, wholesaler, or manufacturer, except for the purchase of said beverages in the case of applicants seeking renewal of permits. [as replaced by Ord. #2002-18, Dec. 2002]

2-211. Restrictions upon issuance of off-premises beer permits. Permits for the off-premises sale of beer shall be issued according to the following classes and limitations, except that this provision shall not be applicable to the renewal of any permit existing and outstanding as of December 2, 2002 (the date this section was replaced):

(1) Off-premises where beer is sold at a grocery (food store). "Grocery" shall mean a business establishment whose primary business is the retail sale of food merchandise and household items. Beer shall not be sold for consumption on the premises of grocery stores. There shall be no limitation on the number of beer permits issued to grocery stores.

(2) Off-premises where beer is sold at a convenience store or market. "Convenience store or market" shall mean a business establishment whose business is the retail sale of gasoline and petroleum products and food merchandise, household supplies and sundries. Beer shall not be sold for consumption on premises of convenience stores or markets; however, sampling of draft craft beers can take place on premises at a convenience store or market under the following conditions.

(a) Permit for craft beer sampling. A permit is hereby established that will allow the sampling of "craft" beers at convenience stores or markets that have off-premises retail sale beer permits. An application fee of one hundred dollars (\$100.00) is hereby established for a craft sampling permit that is non-refundable, and an annual privilege tax of one hundred dollars (\$100.00) is required to renew the permit. The application form must be completed, and documentation provided to show how sampling procedures meet requirements established in this chapter. Applications will be reviewed and if acceptable, approved by the beer board.

(b) Definition. A craft brewer has an annual production six million (6,000,000) barrels of beer or less, twenty-five percent (25%) or less of its ownership or control is by an alcoholic beverage industry member that is not itself a craft brewer, and a brewer whose product is derived from traditional or innovative brewing ingredients and their fermentation, and not flavored malt beverages.

(c) Draft beer sampling for off-premises sales under certain conditions. Limited sampling of draft craft beer products may take place at convenience stores or markets that have an off-premises beer permit, under the following conditions:

(i) Samples are free.

(ii) Samples are no more than two (2) ounces served in no more than a five (5) ounce cup.

(iii) No more than three (3) two (2) ounce samples shall be provided per customer during a twenty-four (24) hour period.

(iv) Every customer requesting samples shall be "carded," providing photo identification with birth date to ensure customer is at least twenty-one (21) years of age.

(v) A sampling log shall be kept at the craft beer sales area in which the customer name is written from the source of identification along with the day and time sample is provided.

(vi) Sampling shall only be available Monday through Saturday from 10:00 A.M. until 10:00 P.M., and on Sundays from 12:00 P.M. to 10:00 P.M.

(vii) All samples shall be consumed on premises within fifteen feet (15') of the dispenser. No sample may be consumed out of the close eyesight of the server. There shall be a counter shielding the area between the customer and the server dispensing the sample and the draft craft beers.

(viii) A server providing samples shall have an active Alcoholic Beverage Commission (ABC) server's license as specified in § 2-227 of this chapter.

(d) Sampling procedures will be reviewed and approved by the Jonesborough Police Department before the permitted convenience store or market may begin providing samples.

(e) Violations of this chapter may result in actions specified in §§ 2-215, 2-216 and 2-217 of this chapter.

(3) Off-premises where beer is sold at a drug store. "Drug store" shall mean a business establishment whose primary business is the retail sale of pharmaceuticals, food merchandise, household items, and sundries. Beer shall not be sold for consumption on the premises of drug stores. There shall be no limitation on the number of beer permits issued to drug stores.

(4) Off-premises where beer is sold on the premises of a permitted manufacturer. "Permitted manufacturer" shall mean a business establishment who has been granted a manufacturing permit under this chapter. Beer shall not be sold for consumption on the premises of permitted manufacturing facilities without a manufacturers on-premises permit as provided for in this chapter. There shall be no limitation on the number of beer permits issued to manufacturing facilities. Retail sales of beer for off-premises consumption must be labeled in accordance with the requirements of the Federal Bureau of Alcohol, Tobacco and Firearms and must meet all other state and local regulations regarding off-premises sales. Retail sales of beer for off-premises consumption must be (1) from a facility that has been granted a manufacturing permit from the Town of Jonesborough, and (2) be a product manufactured on the premises where off-premise sales are conducted. The requirements of Tennessee Code Annotated, § 57-5-101, as currently in effect are hereby adopted as if set out herein. Applications for permits under this section must be presented to the planning commission for a



site plan approval prior to the beer board's consideration of the application. [Ord. of March 13, 1973, as replaced by Ord. #2002-18, Dec. 2002, and amended by Ord. #2006-05, July 2006, Ord. #2010-01, March 2010, and Ord. #2015-01, March 2015 Ch12\_04-09-18]

2-212. Selling or otherwise dispensing beer to persons in motor vehicles prohibited. The beverages regulated by this chapter shall not be sold, given away, served, or otherwise dispensed to persons in automobiles or other motor vehicles except where beverages are sold in package form for consumption off the premises and such beverages shall not be consumed on the premises where sold. [Ord. of March 13, 1973, as replaced by Ord. #2002-18, Dec. 2002]

2-213. Restrictions pertaining to minors. Except as authorized by state laws, no sales, gifts, or distribution of such beverages shall be made or permitted to be made to persons under twenty-one (21) years of age (hereinafter referred to as "minors"); nor shall any minor be employed or used or permitted to be employed or used for or in the sale or distribution or other handling of such beverages where on-premises consumption of such beverages is permitted; nor shall any minor be permitted or allowed to drink beer or other beverages of like alcoholic content in any establishment or place of business or premises where a permit issued pursuant to this chapter is exercised. Every person to whom a permit is issued under this chapter shall require any and every employee as to whose majority there is any possible question or doubt to present and leave with him or her a copy of such employee's birth certificate. Minors shall not be permitted to load or loiter in any place where the beverages regulated by this chapter are sold. The burden of ascertaining the age of minor customers shall be upon the holder of the permit. [as replaced by Ord. #2002-18, Dec. 2002]

2-214. Restrictions pertaining to intoxicated persons. None of the beverages regulated by this chapter shall be sold or given away or otherwise dispensed or served to any person in a drunken condition; nor shall any person in such condition be permitted or allowed to consume any such beverages upon or in any premises or place of business where such beverages are sold, dispensed, served, or distributed. No person holding a permit under and dealing in or handling the beverages regulated by this chapter shall permit or allow upon his or her premises or in his or her place of business any person who is under the influence of any intoxicant whatsoever. It shall be the duty of any person holding a permit under and dealing in and handling the beverages regulated by this chapter to promptly notify police officers when any person under the influence of any intoxicant whatsoever enters the premises or place of business of the person holding such permit.

No owner, co-owner, operator, proprietor, employee or servant of a place of business holding and/or exercising a permit issued pursuant to this chapter shall drink or be under the influence of any of the beverages regulated by this

chapter or any other intoxicant while in or working at any such place of business or while upon any such premises. [1982 Code, § 2-203, as amended by Ord. of April 10, 1984, and replaced by Ord. #2002-18, Dec. 2002]

2-215. Selling or otherwise dispensing beer to persons without valid permits or to persons engaging in unlawful practices prohibited. It shall be unlawful for any person, firm, co-partnership, corporation, syndicate, joint stock company, association or other group operating as a unit, who or which holds and/or exercises a distributor's or wholesaler's permit under this chapter, to sell, give away, deliver, or distribute any of the beverages regulated by this chapter to any person, firm, co-partnership, corporation, syndicate, club, joint stock company, association, or other group operating as a unit, in the Town of Jonesborough, who or which does not hold a valid retailer's permit issued pursuant to this chapter, or to permit or allow any agent or employee to do so; provided, further, that it shall also be unlawful for any such distributor or wholesaler knowingly to sell, give away, deliver, or distribute such beverages to any such retailer who has violated or is violating any of the provisions of this chapter, or to permit or allow any agent or employee to do so. [as replaced by Ord. #2002-18, Dec. 2002]

2-216. Suspension or revocation of beer permits. The Jonesborough Beer Board is hereby empowered and directed, whenever from facts and evidence presented to it at a public hearing hereinafter provided for it is of the opinion that such action is justified in the public interest, to suspend or revoke any permit or license issued pursuant to this chapter to any person, firm, co-partnership, corporation, joint stock company, syndicate, association, or group operating as a unit, who:

- (1) Makes any material representation or false statement in the application upon which the permit is based or fails to keep and maintain as true any promise or fact set forth in said application.
- (2) Violates any of the provisions of this chapter.
- (3) Is convicted of any violation of the laws of the United States or of the State of Tennessee or of the ordinances of any town prohibiting the manufacture, sale, possession, storage or transportation of intoxicating liquors of alcoholic content as defined in Section 2-201 of this chapter.
- (4) Knowingly permits or allows, or negligently fails to prevent, the violation of any of the aforesaid laws or ordinances against said intoxicating liquors upon any premises occupied or owned by or under the control of the licensee.

Upon any complaint being made to the said board by a board member, the public safety director, or one (1) or more reputable citizens that any of the acts above-mentioned in this section has been committed or any other provision of this chapter has been or is being violated by a person holding and/or exercising a permit issued pursuant to this chapter, or when said board has knowledge of

any such act or violation, the holder of said permit shall be notified in writing by the secretary of the board and afforded an opportunity for a hearing before the board. Said notice shall be mailed at least five (5) days before the hearing to the address shown upon the application for a permit, shall state the nature of the complaint or violation, and shall direct the holder of said permit to appear before the board at a time and place specified and show cause, if any he or she has, why the holder's permit should not be revoked. The hearing shall be broad in character, and evidence may be heard upon any facts or circumstances pertinent to or applicable to the violation charged. The reputation or character of the place and of the holder of the permit complained of shall be material and competent evidence for the consideration of the board at such hearing.

Whenever complaint is made charging that false statements or misrepresentations have been made in any application for a permit under this chapter, the burden of proof shall be upon the holder of the permit to establish the truth of the statement charged to be false; provided, that no formal complaint shall be necessary or required whenever the falsity of such statement or representation, or the commission of any of the acts above-mentioned in this section, or the violation of any other provision of this chapter, may be made to appear by the records of any court of competent jurisdiction; and in such case, such records or duly certified copies thereof shall be conclusive evidence of the falsity or misrepresentation or of the commission of said act or of said violation.

Provided, further, that no person, firm, co-partnership, corporation, joint stock company, syndicate, association, or other group operating as a unit, whose permit and license are revoked by said board shall be eligible to make application for or be granted another permit under this chapter for a period of ten (10) years from the date said revocation becomes final.

Provided, further, that when a permit and license are revoked by said board pursuant to this chapter no new permit or license shall be issued for the same premises until the expiration of one (1) year from the date said revocation becomes final.

The secretary shall notify the Washington County Beer Committee of the revocation of any permit under this chapter. [as added by Ord. #93-03, Oct. 1993, and replaced by Ord. #2002-18, Dec. 2002]

2-217. Civil penalty in lieu of suspension. The beer board may, at the time it imposes a revocation or suspension, offer a permit holder the alternative of paying a civil penalty not to exceed one thousand five hundred dollars (\$1,500.00) for each offense or making or permitting to be made any sales to minors or, a civil penalty not to exceed one thousand dollars (\$1,000.00) for any other offense. If a civil penalty is offered as an alternative to revocation or suspension, the holder shall have seven (7) days within which to pay the civil penalty before the revocation or suspension shall be imposed. If the civil penalty is paid within that time, the revocation or suspension shall be deemed

withdrawn. [as added by Ord. #93-08, Oct. 1993, and replaced by Ord. #2002-18, Dec. 2002]

2-218. Inspection of beer businesses. The police officers of the Town of Jonesborough shall have the right to inspect at any and all times the entire premises and property where or upon or in which the beverages regulated by this chapter are sold, stored, transported, or otherwise dispensed or distributed or handled, whether at retail or wholesale, in the Town of Jonesborough for any law violations. [as added by Ord. #2002-18, Dec. 2002]

2-219. Prior permit holders. Any person, firm, corporation, or legal entity heretofore issued a permit for the sale of beer by the Town of Jonesborough, and conducting sales under such permit on the effective date of this chapter shall, in order to continue such sales, be required to apply for a permit for the sale of beer within the municipality under the provisions of this chapter at the regular renewal date of their present permit. [as added by Ord. #2002-18, Dec. 2002]

2-220. Information to be kept on file with or available to the town recorder. (1) Each holder of a beer permit shall continuously maintain in this town:

(a) A registered office which may be the same as the permitted place of business. Notice shall be provided to the town recorder of any change in the registered office.

(b) A registered agent, who shall be an individual who resides in Washington County and whose business office is identical with the registered office. Notice shall be provided to the town recorder of any change in the registered agent.

(c) All documentation on file with the town recorder required to be provided to, and on the forms provided by the town recorder to assure compliance with the provisions of this chapter.

(2) Each holder of a beer permit shall maintain and make available to the town recorder on request all records required to be maintained by the Tennessee Alcoholic Beverage Commission for Alcoholic Beverages under chapter 1 of this title and the same documentation with respect to alcoholic beverages under this chapter for a period of three (3) years. It is the duty of the permit holder to maintain any additional records necessary to establish compliance with this chapter for a minimum of three (3) years and to make such documentation available to the town recorder upon request. [as added by Ord. #2002-18, Dec. 2002]

2-221. Severability. That the various paragraphs, clauses and subdivisions of this chapter are intended and declared to be severable. In the event any of the provisions of this chapter are adjudged to be invalid, unenforceable or unconstitutional by a court of competent jurisdiction, the

remainder of the chapter shall remain in effect. [as added by Ord. #2002-18, Dec. 2002]

2-222. Classes on-premises permits. On-premises permits for the retail sale of beer shall be of three (3) types:

(1) On-premises permits. An on-premises permit, with no further designation, shall be issued for the consumption of beer on the premises as shown on the face of the permit and at no other location in accordance with the provisions in this chapter.

(2) Catering permit. Catering permits shall be issued for the consumption of beer on any premises within the Town of Jonesborough, meeting all requirements of this chapter and the remainder of the code of the Town of Jonesborough, Tennessee, for which a caterer as defined under this chapter, on an annual basis.

(3) Special events permit. Special events permits shall be issued for the consumption of beer on the premises specified on the permit in accordance with the provisions of this chapter, as a contract for a single event.

(4) Manufacturer's tasting room permit. A manufacturer's tasting room permit shall be issued for the consumption of beer on the premises specified in the manufacturing permit and at no other location, subject to and in accordance with all other provisions of this chapter.

(5) Special event beer permit. A beer permit is available to small restaurant operations meeting certain conditions that does not require an associated Alcoholic Beverage Commission Liquor-by-the-Drink license. (as added by Ord. #2003-10, June 2003, and amended by Ord. #2010-01, March 2010, and Ord. #2018-13, Dec. 2018 *Ch13\_03-08-21*)

2-223. Catering permits. A catering permit may only be issued to a caterer as defined in Tennessee Code Annotated, § 57-4-102(27). Furthermore, the applicant must be licensed as a caterer under Tennessee Code Annotated, chapter 4, title 57, and must provide proof to the satisfaction of the board that he or she has obtained a license to serve mixed beverages as a caterer under the provisions of that chapter.

(1) The provisions of § 2-209(2) of this code, regarding annual sales of alcoholic beverages shall apply to caterers under this section.

(2) An applicant for a catering permit that holds a current and valid on-premises permit under § 2-223 will not be required to pay an additional application fee. Applicants approved for an on-premises catering beer license will be subject to the one hundred dollar (\$100.00) privilege tax paid annually under the requirements established in § 2-207(5).

(3) It shall be a violation of this section if beer sales by any caterer take place on any premises where sale of beer is prohibited or any premises as described in § 2-206 where public consumption of beer is prohibited.

(4) It shall be a violation of this section if any beer sales by any caterer take place outside the hours and days of sales authorized in § 2-204 of this code. (as added by Ord. #2003-10, June 2003)

2-224. Special events permit. A special events permit may be issued to entities qualifying for a special events permit under Tennessee Code Annotated, chapter 4, title 57. The entity must provide proof sufficient to the Recorder of the Town of Jonesborough that they have obtained a special event permit from the Tennessee Alcoholic Beverage Commission for a special event. The recorder may issue a permit for the on-premise sale of beer for the location and on the dates approved in the state permit for the sale of alcoholic beverages upon submission of an application to his/her office and a special event fee of fifty dollars (\$50.00) per twenty-four (24) hour period of the special event. For the purpose of this provision, the board adopts all requirements of the Tennessee Alcoholic Beverage Commission with respect to special event permits and the recorder shall obtain a written statement from the applicant that they are familiar with those requirements and agree to abide by them in the on-premises sale of beer under the special events permit. (as added by Ord. #2003-10, June 2003)

2-225. Manufacturer's tasting room permit. A manufacturer's tasting room permit may only be issued to a holder of a manufacturing permit under this chapter who produces more than one hundred (100) barrels annually for wholesale sales on the premises of the facility that has been granted a manufacturing permit from the Town of Jonesborough, and continues to be in compliance with Jonesborough requirements for a beer manufacturer as well as all state and federal permitting requirements. Sales must only be for products produced by the manufacturer on the same premises where the products are manufactured within the corporate limits of the Town of Jonesborough, and available in the "tasting room" within the manufacturing facility, and shall comply with the hours and days of sale established in § 2-204. A manufacturer's tasting room permit for on-premises sales is exempt from the provision established in § 2-209, but must comply with the server's requirements established in § 2-227. This permit is a separate permit from a manufacturing permit and must be applied for as such. The issuance of this permit is subject to the applicant meeting all other local, state, and federal requirements. (as added by Ord. #2003-10, June 2003, and replaced by Ord. #2010-01, March 2010, and Ord. #2019-08, Aug. 2019 *Ch13\_03-08-21*)

2-226. Special event beer permit. An on-premises beer permit may be issued to a restaurant that does not have the customer seating capacity necessary to obtain one (1) of the liquor-by-the-drink permits from the Tennessee Alcoholic Beverage Commission (ABC). This beer only permit may be issued if the restaurant, defined as a commercial business open to the public on a regular schedule that serves meals/food throughout its operating hours, meeting the following criteria:

(1) The establishment cannot obtain an ABC Liquor-by-the-Drink license because it does not meet the minimum number of customer seats or some other building expectation required by the ABC to obtain a liquor-by-the-drink license. The inability to obtain an ABC Liquor-by-the-Drink license must be based on a reasonable space limitation within the building layout, and not that the business owner does not want to use the space that is readily available. The restaurant owner must submit justification that the area needed to obtain the minimum seating for an ABC Liquor-by-the-Drink license is not available, and that justification is then found reasonable by the Jonesborough Beer Board.

(2) The percentage of meal sales in relationship to average sale of on-premises beer must meet the requirement established in § 2-209. The determination of food sales is based on meals that are served, and any components considered as part of a meal.

(3) The restaurant must have the necessary sanitary kitchen and dining room equipment to adequately serve meals to its customers, and it must have the sufficient number and kind of employees to prepare, cook and serve suitable meals.

(4) Any server of beer must have the same license or permit required to serve alcoholic beverages by the Tennessee Alcoholic Beverage Commission.

(5) Any consumption of beer on public right-of-way must meet the outdoor use permit requirement of the town.

(6) At any point the restaurant establishment can reasonably obtain an ABC Liquor-by-the-Drink license of some sort, the beer board upon determining the area is available to obtain a liquor-by-the-drink license from the ABC may terminate or declare a date of termination of the on-premises beer permit until an ABC Liquor-by-the-Drink license for the restaurant is obtained.

(7) The applicant for an on-premises special event beer permit must meet the beer permit requirements as established in § 2-207.

(8) A restaurant issued a special event beer permit for on-premises consumption is limited to twelve (12) special events per calendar year in which beer can be served with the following conditions:

(a) All limitations established in this section apply.

(b) The dates of up to twelve (12) special events in which on-premises beer may be served are listed in an attachment and submitted with the application for a special event beer permit. The listing of up to twelve (12) special event shall be submitted with each subsequent annual permit renewal application.

(c) Due to the possible changing and additions of events and activities, a restaurant with a special event beer permit may submit to the chief of police or his/her designee up to six (6) changes per calendar year in the special events designated for beer sales or add dates previously undesignated to the initial listing submitted with the permit application. Changes or additions to the special event listing must be

submitted to the chief of police a minimum of thirty (30) days in advance of the special event to be held in the restaurant, and must receive the approval of the chief of police.

(d) Special events in which on-premises beer sales are allowed must be within a forty-eight (48) hour period for each event. (as added by Ord. #2018-13, Dec. 2018 *Ch13\_03-08-21*)

2-227. Servers must have license. The staff serving or dispensing beer for establishments and organizations, including those organizations receiving a special event beer permit, duly licensed by the Town of Jonesborough for on-premises sale and/or consumption of beer, shall be required to obtain and maintain the same license or permit required by the State of Tennessee Alcoholic Beverage Commission for serving alcoholic beverages as defined in title 2, chapter 1, § 2-101. (as added by Ord. #2010-01, March 2010)

2-228. Violations and fines. Each sale or distribution of beer in violation of the provisions of this chapter shall constitute a separate offense on the part of each and all persons, firms, corporations or other legal entity participating therein.

Any violation of the provisions of this chapter shall be a misdemeanor and shall be punishable under the general penalty clause of this code. [as added by Ord. #2002-18, Dec. 2002]

**SECTION 2.** That this Ordinance shall become effective immediately from and after its passage as provided by law.

Passed First Reading: June 30, 2023

Passed Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Chuck Vest, Mayor

\_\_\_\_\_  
Robert Anderson, Town Recorder

Attest: \_\_\_\_\_  
James R. Wheeler, Town Attorney



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

**DATE:**       JULY 10, 2023                            **AGENDA ITEM #:**       7-A      

**SUBJECT:**       1st Reading – Amending Municipal Code Chapter 5, Parking      

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**BACKGROUND:**

The town has experienced an increase in parking related complaints in the last few months. Those complaints have centered on parking trailers or large vehicles on streets, parking in more than one designated space, and parking for long periods of time prohibiting the use of spaces, such as commuting and leaving a vehicle parked in a space of business for 8 hours or more.

In review of the Town's current parking ordinance, it was found that the ordinance in its current form did not address these issues or complaints. Staff agreed these were legitimate concerns and the determination was made that the ordinance needed to be updated.

After review and research, the Town's parking ordinance has been re-written. The new ordinance will assist the Police Department in enforcing parking related problems in the future.

**RECOMMENDATION:**

Approve the amendment to the Jonesborough Municipal Code as related to Title 9, Chapter 5, Parking on First Reading.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND THE TOWN OF JONESBOROUGH MUNICIPAL CODE, TITLE 9, ENTITLED "MOTOR VEHICLES AND TRAFFIC" BY DELETING CHAPTER 5 PARKING IN ITS ENTIRETY AND REPLACING IT WITH A NEW CHAPTER 5.**

**SECTION 1.** BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE, that Title 9 of the Jonesborough Municipal Code, entitled "Motor Vehicles and Traffic" is amended by deleting Chapter 5, Parking, in its entirety and replacing it with a new Chapter 5 as follows:

**CHAPTER 5**

**PARKING**

**9-501. - Application of chapter provisions.**

The provisions of this chapter prohibiting the standing or parking of a vehicle shall apply at all times, or at the times herein specified, or as indicated on official signs or pavement markings except when it is necessary to stop a vehicle to avoid conflict with other traffic, or in compliance with the directions of a police officer or traffic-control device.

**9-502. - Obstructing traffic prohibited.**

It is unlawful to leave any vehicle standing or parked in any public street when such vehicle constitutes a hazard to public safety or an obstruction to the normal flow of traffic.

Whenever any vehicle is standing or parked upon or beside a roadway, no person shall open any door of such vehicle on that side of the vehicle nearest the flow of traffic on such street, whenever the opening of such door shall constitute a hazard or obstruction to vehicles moving on the street in a lawful manner.

**9-503. - Stopping, standing or parking—Prohibited locations.**

(1) No person shall stop, stand or park a vehicle:

(a) On a sidewalk, walking trail, or bicycle lane;

(b) Upon any median, buffer strip, planting strip or landscape strip located between a sidewalk and roadway;

(c) Within an intersection or within 25 feet thereof, except:

(i) Intersections at which the flow of traffic is controlled by either a traffic light (providing the customary red, yellow and green signals) or a four-way stop sign;

(ii) Designated parking spaces when properly signed and marked;

(d) On a crosswalk or between sidewalk pedestrian ramps;

(e) On any controlled-access highway;

(f) Alongside or opposite any street excavation or obstruction when other traffic would be obstructed.

(g) Upon any bridge or other elevated structure, or underpass.

(h) On a path or crosswalk.

(2) No person shall stop, stand or park a vehicle, except momentarily to pick up or discharge a passenger or passengers:

(a) At any place where official signs or pavement markings prohibit stopping, standing or parking;

(b) On the roadway side of any vehicle stopped or parked at the edge or curb of a street;

(c) Within an alley except during the necessary and expeditious loading and unloading of merchandise or freight, and no person shall stop, stand or park a vehicle within an alley in such a position as to block the normal flow of traffic.

(d) Without its right-hand wheels of the vehicle parallel to and within 18 inches of the right-hand curb;

(e) In front of a public or private driveway.

(f) Within 15 feet of a fire hydrant

(g) Within 50 feet of a railroad crossing.

(h) In any area designated as a fire lane pursuant to the terms of the Standard Fire Prevention Code adopted and codified by section 7-201 of the Jonesborough Municipal Code.

(i) Within 15 feet of a mailbox.

**9-504. - Angle parking.**

On those streets which have been signed or marked by the town for angle parking, no person shall park or stand a vehicle other than at the angle indicated by such signs or markings. No person shall angle park any vehicle or vehicle with a trailer attached thereto that blocks the normal flow of traffic.

**9-505. - Time restrictions on parking in certain areas.**

On-street parking shall be limited as signed. The town administrator shall have the authority to oversee the placement of signs denoting the proper time limitations as set forth by policy of the board.

**9-506. - Electric vehicle charging.**

No vehicle shall be parked, in a public parking space, if designated for charging any electric vehicle by any sign or pavement marking using the term "electric vehicle charging," or otherwise reasonably indicating designation for electric vehicle charging, unless the vehicle is actively charging when parked in the electric vehicle charging parking space.

**9-507. - Occupancy of more than one space.**

No person shall park a vehicle in any designated parking space so that any part of such vehicle occupies more than one such space or protrudes beyond the official markings on the street or curb designating such space.

**9-508. - Parking for sale or repair purposes.**

No person shall stand or park a vehicle upon any public roadway, public parking lot or leased parking lot for the principal purpose of:

(1) Displaying it for sale or rent;

(2) Washing, greasing or repairing such vehicle, except repairs necessitated by an emergency.

### **9-509. - Unattended vehicles.**

(1) No person driving or in charge of a motor vehicle shall permit it to stand unattended without first stopping the engine, locking the ignition, removing the key and effectively setting the brake thereon and, when standing upon any grade, turning the front wheels to the curb or side of the street.

(2) Notwithstanding the provisions of subsection (1) of this section to the contrary, it shall be lawful to start a vehicle and leave it running if the doors of the vehicle remain locked, the vehicle cannot be driven without a key in the ignition switch, and there is no key in the ignition switch while the vehicle is unattended.

### **9-510. - Stopping and parking with left side to curb.**

No vehicle shall stop or park with its left side to the curb; provided, however that this prohibition shall not apply to a one-way street when such stopping and parking has been authorized by the town and when properly signed and marked.

### **9-511. - Loading and unloading zones.**

(1) The board of mayor and aldermen may establish passenger and freight loading zones and maintain signs indicating the same and stating the hours during which the provisions of this section are applicable at whatever location it may determine to be appropriate. Loading zones will be established only where:

(a) The property owner has no available off-street loading and unloading facilities or such facilities as are available are grossly inadequate;

(b) Such loading is necessary to the conduct of the business of the property owner;

(c) Such loading zone is in the interest of the public convenience, welfare and safety;

(d) The type of loading and unloading involves freight or merchandise too heavy or bulky to be conveniently carried by hand;

(e) Existing street loading space is too inconvenient or far away for practical and efficient loading or unloading.

(2) No person shall stop, stand or park a vehicle for any purpose or length of time other than for expeditious unloading and delivery or pickup and loading of freight and merchandise marked as a freight loading zone during the hours when the provisions applicable to freight loading zones are in effect. In no case shall a stop for loading and unloading exceed 30 minutes.

### **9-512. - Overtime parking in time-limited spaces**

At any place within the town where authorized signs are posted pursuant to the provisions of this chapter giving notice of parking limitations, regulations, restrictions or prohibitions, it shall be unlawful for any person to park a vehicle in any manner in violation of, or contrary to, the provisions contained on such signs except when necessary to avoid conflict with other traffic, or in compliance with the directions of a police officer, or traffic-control signal, sign or device, or except momentarily for the purpose of loading or unloading passengers when such parking does not obstruct, impede or endanger any traffic.

### **9-513. - Disabled or unlicensed vehicles.**

It shall be unlawful to leave any vehicle parked on any public way or place for more than 24 consecutive hours when such vehicle is not in running condition or does not have a current state license plate. Any vehicles parked in violation of this section shall be impounded and stored at the expense of the owner.

Vehicles shall not be parked overnight at town parks.

### **9-514. - Public parking lots.**

#### *(1) Prohibitions.*

(a) On any public parking lot which is owned, leased, or maintained by the Town of Jonesborough, or public roadway, it shall be unlawful to leave any vehicle parked for longer than the times posted, to create a traffic hazard, or to obstruct the safe passage of vehicles or pedestrians. No vehicle shall remain parked in a city parking lot for more than 24 hours, unless there are prevailing provisions within the lease contract, or the vehicle may be impounded pursuant to chapter 7 of this title. Failure to follow posted rules in a public parking lot owned, leased, or maintained by the Town of Jonesborough shall also be unlawful.

(b) All vehicles shall be parked head-in only.

(c) To the fullest extent possible, all other regulations and prohibitions found in title 9 shall apply in any public parking lot owned, leased, or maintained by the Town of Jonesborough.

(d) On any public parking lot which is owned, leased, or maintained by the Town of Jonesborough, it shall be unlawful to loiter, congregate, or socialize.

(e) Commercial vehicles, trailers, or construction equipment which would normally take more than one parking space. These vehicles must load and unload in accordance with section 9-516 and shall not be left unattended in any parking space, or town street.

(2) *Exceptions.* Town-owned vehicles shall not be subject to the timed parking requirements above.

### **9-515. - Presumption with respect to illegal parking.**

When any unoccupied vehicle is found parked in violation of any provision of this chapter, there shall be a prima facie presumption that the registered owner of the vehicle is responsible for such illegal parking.

### **9-516. - Parking of commercial vehicles in residential zones prohibited.**

(1) No person shall park any motor vehicle licensed and/or primarily used for commercial purposes, continuously for more than 15 days within a residential zoning district, either on a public street, or upon any lot smaller than five acres in size; nor shall any person allow any such motor vehicle to be parked on any such property belonging to him or under his control in violation of this section.

(2) The parking of a commercial vehicle otherwise prohibited under subsection (1) shall be permitted so long as the vehicle is located in the rear yard of the lot and is effectively screened from any adjoining roadway or adjoining property by a wall, enclosure, fence, greenery or shrubbery.

(3) No school buses shall be parked in any residential zone at any time.

(4) Parking of trailers shall be prohibited in front yards and on streets of residential areas. Trailers with a maximum length of 18 feet are permitted to be parked and stored behind the front facade of the dwelling on an approved parking pad. Exceptions are made during times of emergencies due to acts of nature, residents moving into or out of the premises, occasional family celebrations, permitted construction activities, and routine maintenance on structures or landscaping.

(5) Excluded from this section entirely are emergency service vehicles and other vehicles actively performing a service on the residential property, including moving vans and vehicles needed for construction purposes.

**SECTION 2.** That this Ordinance shall become effective immediately from and after its passage as provided by law.

Passed First Reading: \_\_\_\_\_

Passed Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Chuck Vest, Mayor

\_\_\_\_\_  
Robert Anderson, Town Recorder

Attest: \_\_\_\_\_  
James R. Wheeler, Town Attorney