

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

MEETING NOTICES

MONDAY, DECEMBER 9, 2024

7:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

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

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

REGULAR MEETING

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

CONSENT AGENDA

1. Approval of Minutes
2. Approval of Bills
3. Town Administrator Report
4. Operations Manager Report
5. Committee Reports
6. Supervisor Reports
7. Approval of Retirement of K-9 Bond
8. Approval of Increases in FY25 Employee Bonuses
9. Approval of a Stipend for Street Department Director for additional duties as Solid Waste Director

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Leslie Dalton, President/CEO – United Way of East TN Highlands
 - b. Committee Appointment – Facilities Advisory Committee
 - c. Employee of the Month
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments
6. **OLD BUSINESS**
None
7. **NEW BUSINESS**
 - A. Discussion and possible action concerning approval of a Resolution for Setting the 2025 BMA meeting dates;
 - B. Discussion and possible action concerning approval of a Resolution for the American Rescue Plan Act (ARPA) funding;
 - C. Discussion and possible action concerning approval of the 2024-2025 Barn/Land Lease for 12 acres of Town property on Arnold Road;
 - D. Discussion and possible action concerning approval of the establishment of a Cultural Arts Office, Cultural Arts Director position description, and appointment of a Cultural Arts Director;
 - E. Discussion and possible action concerning approval of three Resolutions for USDA Loan Funding for the Water Treatment Plant Upgrade Project;
 - F. Adjournment.

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

MEETING NOTICES

December 9, 2024

6:00 PM

CHARTER MEETING

1. Call to Order
2. Roll Call
3. Swearing In – Elected Board Members
4. Adjournment

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

Consent Agenda

DATE: December 9, 2024 AGENDA ITEM #: 1

SUBJECT: Approval of Minutes

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

- August 12, 2024 – Regular Meeting
- August 19, 2024 – Called Meeting
- August 29, 2024 - Called Meeting
- September 9, 2024 - Regular Meeting
- October 10, 2024 - Called Meeting

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 12, 2024

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, August 12, 2024, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing was the rezoning of three tracts of land along Miller Drive and West Jackson Boulevard from R-1 (Low Density Residential) to PRD (Planned Residential Development) (Parcels 3.04 and 3.03), and B-3 (Arterial Business) to PRD (Planned Residential Development) (Parcel 1.01) on Washington County Tax Map 59-D, Group A. Mayor Vest asked if there were any further comments and there were none.

The next item on the Public Hearing was the Fiscal Year 2023-2024 Budget for the General Fund, Solid Waste Fund and Drug Fund. Mayor Vest asked if there were any further comments and there were none.

The next item on the Public Hearing was establishing Building Permit Fees and Plan Review Fees for Fiscal Year 2024-2025. Mayor Vest asked if there were any further comments and there were none.

Mayor Vest closed the Public Hearing.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

AUGUST 12, 2024

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, August 12, 2024, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

The next item was the Consent Agenda. Mayor Vest asked if there were any items that the Aldermen wished to have pulled from the Consent Agenda. Alderman Causey asked that Item 8 – Approval of Position Descriptions be pulled from the Consent Agenda. Mayor Vest called for a motion. Alderman Dickson made the motion to approve the following Consent Agenda items:

1. Approve the following bills for payment.

Insert Bills

2. Approve the Town Administrator Report

INSERT REPORT

3. Approve the Operation Manager Report

INSERT REPORT

4. Approve the following Committee Reports: McKinney Center Advisory Committee and Historic Zoning Commission.
5. Approve the following Supervisor Reports: McKinney Center, McKinney Center Program Manager, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment Plant, Fire Department, Building Inspector, Director of Tourism and Main Street, Parks and Recreation, Street Department, Animal Control, Police Department, Senior Center, Visitor Center Manager, and Jackson Theatre Operations Manager.
6. Approve Berry Enterprises as the contractor to demolish the Solid Waste building located at 101 Britt Drive, in exchange for the salvage contained within the building.

Mayor Vest said the approval of the position descriptions for the Jackson Theatre was pulled for discussion from the Consent Agenda, and asked the Aldermen if they had any comments or questions. Alderman Causey asked about budgeted funds for the Assistant Jackson Theatre House Manager position. Town Administrator Glenn Rosenoff said an amended budget will be presented to the Board for approval prior to filling the Technical

Director and Assistant House Manager positions. Mayor Vest asked the Aldermen if they had any further questions or comments. There being none, Alderman Causey made the motion to approve the following position descriptions: Jackson Theatre Operations Manager, Digital Media Manager, Marketing Manager, and Visitor Center Host/Hostess, and with the understanding that a budget amendment for the Jackson Theatre will be presented to the BMA for approval. Alderman Countermine seconded the motion and it was duly passed.

INSERT POSITION DESCRIPTIONS

The next item on the agenda was approval of the Financial Report. Mayor Vest called for a motion to approve the Finance Report. Alderman Countermine made the motion to approve the Financial Report as presented, seconded by Alderman Dickson and duly passed.

The next item on the was Mayor's Communications. Mayor Vest said in reviewing the Supervisor Reports, July was record month for building permits, and recognized the Recreation Department, Jackson Theatre, and Street Department for their hard work and assistance in helping other departments.

Mayor Vest asked Rick Duvall to come up to accept the Employee of the Month Award. Mayor Vest said that Rick Duvall was nominated by Senior Center Director Mary Regen and Street Department Director Malcolm Highsmith, read the following nominations:

I would like to nominate Rick Duvall for Employee of the Month. Rick is a great team player and exemplifies the qualities of Employee of the Month. He goes above and beyond to be helpful and responsive. Any time I have ever called him and asked for help he responds quickly; he has never acted overwhelmed or too busy to help. Rick is someone that you only ever hear good things about. I have heard other supervisors and Town staff talk about how nice he is and how hard he works. When you consider that his job is dealing with things that are broken, someone having a crisis and everyone needing their emergency dealt with right then, it would take the right person to take all of that in stride. Rick is one of the kindest, most patient people and I am thankful to get to work with him and appreciative of his hard work. He also has a great sense of humor, that makes working with someone fun when you can cut up and enjoy the day and the people you work with. Rick has worked very hard to improve efficiency as well. He recommended changing our lights out at the Senior Center to LED, to improve energy efficiency and in the long run, saving money. Rick has worked very hard to change out almost all of the lights in the Senior Center, which has been a big project, but the outcome is better for the center and the budget. Rick is a great addition to the Town and would make a wonderful Employee of the Month. Submitted by: Mary Regen, Senior Center Director

I would like to nominate Rick Duvall for the distinction of Employee of the Month for August 2024. During Rick's tenure, he has worked with the town in the Waste Water department, interim Building Inspector and currently he is faithfully fulfilling the duties of

Facilities Manager for the town. Although all town staff may not realize it, at some point during each month, Rick is likely performing his duties of maintenance and repairs on your building. Being Facilities Manager means constant monitoring and upkeep of town facilities (which are many). Upkeep of town facilities means our buildings are functioning at the highest level and efficiency. If your older building does not have current ADA access, Rick will be involved in that process/upgrade. If your lighting is outdated and an energy drain, the new LED lighting is likely to be installed by Rick. If a building has any maintenance issue or procedure attached to it, Rick will be involved and will follow each repair and upgrade to its completion. A couple of noteworthy examples of Rick going above and beyond his normal job duties would include: assisting in placing street light poles for the Lincoln Park activities area...working the weekend @ Jonesborough Days so festival goers would have clean, fully stocked facilities to use, and of course diagnosing, scheduling and coordinating contractors for the myriad of air conditioning repairs we have experienced during the hot summer. Rick's duties go on to include replacing HVAC filters, burned out lights, having gutters cleaned, diagnosing roof leaks, repairing broken door locks, fixing sticking doors, replacing ceiling tiles and the list goes on seemingly endlessly. The long and the short of it is, Rick Duvall is the 'man behind the scenes' making sure our facilities are functioning as designed, and at the highest level. Rick Duvall is one of those rare individuals who strives to complete each task with precision, expediency and integrity. Rick is a key reason we are able to perform our job roles at a high level. Rick is an unsung hero in my opinion, and worthy of a nod of recognition for a job very well done with heart and soul. Thank you for your time and consideration today. Submitted by: Malcolm Highsmith, Street Director

Mayor Vest asked Rick Duvall if he had any comments. Rick Duvall expressed his appreciation for being nominated.

The next item on the agenda was Citizens Comments. Mayor Vest asked if there were any citizens present that would like to comment at this time. Fred Counts, 2903 Browns Mill Road, Johnson City, TN, addressed the Board representing the Heritage Alliance Board, expressing support of the Town purchasing the rights to "A Spot on the Hill" and requesting that the program remain with Ann Mason in her role at the McKinney Center. Mayor Vest thanked Fred Counts for his comments.

The next item on the agenda was Aldermen Comments. Mayor Vest asked the Aldermen if they had comments. Alderman Causey requested that the FY24-25 employee pay increases go into effect on the first July paycheck and that it be added to the agenda for approval. Mayor Vest called for a motion to add to the agenda consideration to implement the FY24-25 employee pay raise go into effect with the first payday in July, the motion was made by Alderman Countermine, seconded Alderman Causey and duly passed. Alderman Causey made the motion to implement the FY24-25 employee pay raise on the first payday in July, Alderman Countermine seconded the motion and it was duly passed. (Note: effective date for raise is June 24, 2024.)

Alderman Dickson said he was glad to see in the Operations Manager Craig Ford's report on a cooperative agreement with a company to take the Town's plastic recyclables at the recycling convenience center at the Town's garage site.

The next item on the agenda was Town Attorney comments. Mayor Vest asked Town Attorney Jim Wheeler if he had any comments. Jim Wheeler said he anticipates he will need to meet with the Board in regard to two litigations that have been received.

The first item under Old Business was second and final reading of an Ordinance to rezone three tracts of land along Miller Drive and West Jackson Boulevard from R-1 (Low Density Residential), being Parcels 3.04 and 3.03, to PRD (Planned Residential District) and B-3 (Arterial Business), being Parcel 1.01, to PRD (Planned Residential District), on Washington County Tax Map 59-D, Group A, owned by Wolfe Development. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Causey made the motion to approve Ordinance Number 2024-04, rezoning three (3) tracts of land from R-1 to PRD (Parcels 3.04 and 3.03), and B-3 to PRD (Parcel 1.01) as identified on Washington County Tax Map 59-D, Group A, on Second and Final Reading, as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of the FY23-24 Budget Amendments for the General Fund, Solid Waste Fund and Drug Fund. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve Ordinance 2024-05, amending the Fiscal Year 2023-2024 Budget for the General, Solid Waste and Drug Funds on second and final reading. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of an Ordinance Establishing Building Permit Fees and Plan Review Fees for Fiscal Year 2024-2025. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Dickson made the motion to approve on second and final reading Ordinance No. 2024-06 amending the Jonesborough Municipal Code Title 4, Chapter 1, Building Code, Sections 4-105 and 4-106 increasing building permit and plan review fees as part of the FY25 budget on Second and Final Reading, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The first item under New Business was first reading of an Ordinance to Establish an Updated Occupational Safety and Health Program Plan, Devise Rules and Regulations, and to Provide for a Safety Director and Implementation of such Program Plan. The Town of Jonesborough is required to update the Occupational Safety and

Health Program Plan every seven (7) years, or when there are changes in Town leadership and/or the Safety Director. Our seven-year update is due at this time. We have also had leadership changes in the Town's governmental structure and the Safety Director. Phil Fritts was operating as the Safety Director and has retired, and now is a good time to update the position description and annual stipend of \$2,600.00, with an opportunity to evaluate the program in six (6) months for an additional stipend. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve the following staff recommendations: (1) The updated OSHA Occupational Safety and Health Program Plan; (2) The updated Safety Director Position Description; (3) Jonathan Peace as the Safety Director; and (4) the annual stipend of \$2,600.00 for the Safety Director position. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE, JOB DESCRIPTION

The next item on the agenda was approval of Resolution accepting a donation from Ballad Health in the amount of \$250,000 for the Jackson Theatre. The donation represents a five-year commitment of 50,000 a year in support of the Jackson Theatre, and during this five-year period that the auditorium would be named "The Ballad Health Auditorium at the Historic Jackson Theatre". Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Dickson made the motion to approve the Resolution to accept the donation of \$250,000.00 from Ballad Health for the Jackson Theatre, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of Mattern & Craig Scope of Services and Fee Proposal for a Warrant Study regarding SR-354 for a fee of \$10,000. The town requested TDOT SPOT Safety and Highway Improvement Program funds to construct a roundabout at this intersection to improve roadway safety for the motorists and reduce the number of severity of crashes on SR-354, however TDOT responded back that since we are within the Johnson City Metropolitan Planning Organization (MPO) we would need to work through the MPO to be eligible for this project (the roundabout) to receive 100% funding. Furthermore, TDOT is requiring that the town submit a Warrant Study prepared by an engineer and said study to be submitted to TDOT for their concurrence that a roundabout is warranted at this proposed intersection. TDOT recognizes both roundabouts and traffic signals as part of a Warrant Study therefore both will be explored as part of the study. Board members discussed the proposal, and with there being no further discussion Mayor Vest called for a motion. Alderman Countermine made the motion to approve the Mattern & Craig Scope of Services and Fee Proposal in the amount of \$10,000.00 to perform the Warrant Study regarding SR-354 at Parsons Circle, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT PROPOSAL

The next item on the agenda was approval for an Outdoor Use Permit Application request for Grace Meadows Farm Creamery, 115 East Main Street. The purpose of the request is to provide seating in front of their business for creamery dining. Proposed are four (4) wrought iron tables and sixteen (16) chairs, along with a 24" high black decorative aluminum fence. The plan has been reviewed by the Building Inspector who reported that measurements were done and there is more than adequate space for pedestrians to utilize the sidewalks including wheelchair access. The plan has gone to Historic Zoning and has received approval. We have received the Certificate of Insurance and Hold Harmless Agreement. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Causey made the motion to approve the Outdoor Use Permit Application for Grace Meadows Farm Creamery, as presented. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval of the request from Jonesborough Locally Grown (JLG) for an alternative plan to Main Street in the event of rain, and JLG is working with Main Street Café (caterer for event) to see if they are willing to move the event to the Visitor's Center in the event of weather versus a potential to cancel. The request from JLG to the BMA is to approve the wine and beer to be served in the Visitor's Center if the caterer agrees to hold the event indoors due to weather. ABC would need to provide a different approval for the special occasion permit through them for the Visitor's Center due to change of location, in like manner so the BMA would need to approve the wine/beer as part of the event at the Visitor Center. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Dickson made the motion to approve Jonesborough Locally Grown's request to hold the Farm-To-Table event at the Visitors Center as an alternative location to Main Street in the event of rain, and for wine and beer to be served on-premises at the Visitors Center, subject to the Town Attorney's review and approval, and subject to ABC permit on wine. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval to purchase rights to *A Spot on the Hill* from Heritage Alliance. Anne G'Fellers-Mason, prior to being employed by the Town, wrote several plays while as the Executive Director of the Heritage Alliance, and the McKinney staff expressed they would like to continue performing some of those plays. The recommendation from the Heritage Alliance and McKinney Center is for the Town of Jonesborough to purchase the rights to *A Spot on the Hill* from the Heritage Alliance for \$5,000 and is open to that being paid over a 3-year period. The Heritage Alliance has requested to receive 10% of ticket sales and would share advertisements of the plays with the McKinney Center, such as *Nancy*, *Legs in A Barrel*, *With These Hands*, etc. McKinney Center staff recommends that the Town agrees to: (1) The purchase of rights to be paid to Heritage Alliance over a 2-year period to include \$2,500.00 for FY25 and \$2,500.00 for FY26; and (2) Paying the Heritage Alliance 10% of ticket sales and share advertisements of the plays with the McKinney Center. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Countermine made the motion to approve the Heritage Alliance's request for the Town of Jonesborough to purchase rights to Spot on the Hill, as presented, subject to the Town Attorney formalizing

documents in support of the agreement if needed, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of the bid for the Tiger Park Playground Equipment, which includes one large playground structure, a three bay swing set for 6 swings, a zipline with three bays, three spinners and one large spinner for multiple users. A majority of the playground will have artificial turf for fall material and a portion of the playground will have engineered wood fiber. Two bids were received - Recreational Concepts in the amount of \$434,318.96 and Bliss Products in the amount of \$376.20. Town staff reviewed the bids and noted that the incompleteness of the Bliss Products submitted bid including safety specifications related to support posts, lack of warranty information on specified turf, and quoting a two-bay zipline rather than the required three-bay zipline; therefore staff's recommendation was approval of the bid from Recreational Concepts in the amount of \$434,318.96, noting that Recreational Concepts bid was complete. Mayor Vest asked the Aldermen if they had any questions or comments. There being none, Alderman Dickson made the motion to Award the bid for the Athletic Area Playground at Tiger Park to Recreational Concepts in the amount of \$434,318.96, as presented. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of a Letter of Agreement – Direct Appropriation for the First Frontier Trail Phase 1. The State of Tennessee, through the Governor's Office via TDEC (Tennessee Department of Environment and Conservation), has appropriated \$2.4 million directly to the Town of Jonesborough for the First Frontier Trail. Once the BMA approves the appropriation and send it back to the State, we will receive the funding quickly. Some details on the trail, including overview, historic significance, phasing, and funding. Jonesborough's plans are to extend the sidewalk all the way to the city limits up East Main Street and do a short run over to the track at the old middle school that will then become a trail head with parking. Also, the Spring Street one-way conversion the BMA approved includes plans for a sidewalk all the way to the city limits and to Stage Road Park are part of this project. Finally, a connection from Oak Grove Avenue to May Drive and to the new Jonesborough K-8 school. Overall, this trail will benefit all communities safely allowing pedestrians, joggers, and cyclists connection to ETSU, Downtown Jonesborough, multiple Town parks, Johnson City's sidewalks and parks, and ultimately the Tweetsie Trail and Sycamore Shoals State Historic Park. Our first area of the project under review is extending the E. Main Street newly constructed sidewalk to extend from Forest Drive to Headtown Road. There have been preliminary discussions with property owners about the use of asphalt for the trail system with some property owners expressing concern and inquiring about concrete. We are considering concrete in this section of the project and working on cost comparison analyses between asphalt and concrete. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Dickson made the motion to approve the Letter of Agreement, Direct Appropriation Grant in the amount of \$2.4 million for Phase 1 of the First Frontier Trail. Alderman Countermine seconded the motion and it was duly passed.

INSERT LETTER OF AGREEMENT

The next item on the agenda was approval of the Walt and Sara Engle properties located at 258 East Main Street. The property is contiguous with the McKinney Center property. The properties under consideration are described as "258 E. Main Street, Roll 846 / Image 431, Metes and Bounds" and "000 E. Main Street, DB 846 / PG 431, Metes and Bounds" as described by Holt Appraisal Group Appraiser Christopher R. Holt in his opinion of value of both properties. The purchase includes the commercial building and 1-car carport (258 E. Main Street), and 3.58 acres of vacant land (000 E. Main Street). An offer of \$350,000 (below appraisal value) for both properties, subject to the Board of Mayor and Aldermen's approval, and the seller accepted the offer. The source of funding for the \$350,000 will be a Capital Outlay Note based on a maximum number of years amortization schedule. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Dickson made the motion to approve the purchase of the properties under consideration are described as "258 E. Main Street, Roll 846 / Image 431, Metes and Bounds" and "000 E. Main Street, DB 846 / PG 431, Metes and Bounds" as described by Holt Appraisal Group Appraiser Christopher R. Holt in his opinion of value of both properties, in the amount of \$350,000, as presented. Alderman Causey seconded the motion and it was duly passed.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

AUGUST 19, 2024

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, August 19, 2024, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was adoption of the annual General Fund, Solid Waste Fund, Jackson Theatre Fund, and Drug Fund budgets and setting the Property Tax Rate for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025. There were no comments.

The next item on the Public Hearing agenda was an Ordinance Establishing Garbage and Refuse Collection Fees for FY2024-25. There were no comments.

The next item on the Public Hearing agenda was an Ordinance Establishing Water/Sewer Rates for FY2024-25. There were no comments.

The Public Hearing was closed.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

AUGUST 19, 2024

The Board of Mayor and Aldermen (BMA) met in a Called Session on Monday, August 19, 2024, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

Mayor Vest said Artie White, Water Quality Director, asked to address the Board. Artie White expressed his heartfelt thanks and appreciation for all the hard work of the BMA and Town staff on the FY24-25 budget and for the \$3.00 increase being given to employees.

The first item on the agenda was second and final reading of an Ordinance adopting the annual budget for the General Fund, Solid Waste Fund, Jackson Theatre Fund and Drug Fund and setting the property tax rate at \$.9662 for the fiscal year beginning July 1, 2024 and ending June 30, 2025. Mayor Vest asked if there were questions or comments. There being none, Alderman Countermine made the motion to approve on second and final reading Ordinance No. B-24-01 of the Town of Jonesborough, Tennessee Adopting the Annual General Fund, Solid Waste Fund, Jackson Theatre Fund and Drug Fund Budgets and Setting the Property Tax Rate for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2025. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of an Ordinance Setting the Garbage and Refuse Collection Fees for FY2024-25 within the Town of Jonesborough. Mayor Vest asked if there were any comments or questions. There being none, Alderman Dickson made the motion to approve on second and final reading Ordinance No. B-24-02 setting the garbage collection fees for FY2024-25, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of an Ordinance Establishing Water/Sewer Rates for FY2024-25. Mayor Vest asked if the Aldermen if they had questions or comments. Alderman Wolfe said we are moving forward with projects without a rate increase and represents continued commitment to the citizens of Jonesborough and Washington County residents. With there being no further comments, Alderman Wolfe made the motion to approve on second and final reading Ordinance No. B-24-03 Establishing Water and Sewer Rates to provide the necessary funds for the operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems for FY2023-24, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of an Ordinance to amend the Town of Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers and Personnel" by adding Chapter 13, Jackson Theatre Board. Mayor Vest asked the Aldermen if they had comments. Alderman Wolfe made the motion to approve the Ordinance on first reading

amending the Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers and Personnel" by adding Chapter 13, Jackson Theatre Board, as presented and with changes to be made before second reading, and Alderman Countermine seconded the motion. Mayor Vest asked the Aldermen if they had any comments or questions. Board members discussed at length, along with Town Attorney Jim Wheeler, the proposed changes and requested that they be implemented into the Ordinance before second reading. With there being no further discussion, Mayor Vest called for the vote. Upon call of the roll the motion was duly passed.

INSERT ORDINANCE

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

AUGUST 29, 2024

The Board of Mayor and Aldermen (BMA) met in a Called Meeting on Thursday, August 29, 2024 at 9:00 a.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Mayor Vest led the pledge to the Flag. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Counterline, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

Mayor Vest called for Public Comments and there were none.

The first item on the agenda was approval of Resolution No. 2024-06 Authorizing the Issuance, Sale, and Payment of Property Acquisition, Capital Outlay Notes Not to Exceed \$350,000. On the August 12, 2024 regular meeting, the BMA approved the purchase of the properties described as "258 E. Main Street, Roll 846 / Image 431, Metes and Bounds" (commercial building/1-car carport) and "000 E. Main Street, DB 846 / PG 431, Metes and Bounds" (3.58 acres), and the seller accepted. The maximum number of years for a CON is twelve (12) years and the resolution reflects this timeframe. Finance Director Janet Jennings solicited three quotes for CON rates which included Bank of Tennessee, the Municipal Bond Fund, and First Horizon Bank. Bank of Tennessee offered the lowest rate at 4.63%. Mayor Vest called for a motion. Alderman Wolfe made the motion, seconded by Alderman Causey, to approve Resolution No. 2024-06, a Resolution of the governing body authorizing the issuance, sale, and payment of property acquisition Capital Outlay Notes (CON) not to exceed \$350,000.00, as presented. The motion was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of an amendment to the Jackson Theatre fund budget. Staff have worked very hard to meet town policies and procedures, making every attempt to be respectful to the process. The proposed amended budget shows adjustments both on the expenditure side and revenue side and for the adjustments to be balanced. Staff recommendation is to accept the projected adjustments to the budget and to approve staff to advertise for and start hiring for a full-time Technical Director, part-time House Manager, and part-time Host 1 positions that includes Box Office and Concession personnel with the understanding that the final edits to the job description for Host 1 be completed and presented to the Board at the September 9, 2024 BMA meeting. Board members discussed the budget amendment

and proposed staffing needs of the Jackson Theatre. Town Attorney Jim Wheeler said that a budget amendment requires being passed by Ordinance, and that the first reading of the Jackson Theatre fund budget amendment be presented at the September 9, 2024 BMA meeting. Mayor Vest called for a motion. Alderman Wolfe made the motion to approve the Jackson Theatre fund budget amendments in concept with the understanding that the first reading of the Ordinance will be presented at the September 9, 2024 Board of Mayor and Aldermen meeting. Alderman Countermine seconded the motion and it was duly passed.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

SEPTEMBER 9, 2024

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, September 9, 2024, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was an Ordinance Establishing an Updated Occupational Safety and Health Program Plan, Devise Rules and Regulations, and to Provide for a Safety Director and the Implementation of such Program Plan There were no comments.

The next item on the Public Hearing agenda was an Ordinance Amending the Town of Jonesborough Municipal Code, Title 1, Entitled "Administration, Officers and Personnel" by Adding Chapter 23 Jackson Theatre Board. There were no comments.

The Public Hearing was closed.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

SEPTEMBER 9, 2024

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, September 9, 2024, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermin, Alderman Adam Dickson, and Alderman Kelly

Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

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

1. Approve the minutes for the April 8, 2024 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: .McKinney Center Advisory Committee, Jonesborough Board of Zoning Appeals, and Jonesborough Planning Commission.
6. Approve the following Supervisor Reports: Fire Department, Director of Main Street and Tourism, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment Plant, Senior Center, Police Department, McKinney Center, McKinney Center Program Manager, Animal Control, Street Department, Jackson Operations Manager, Parks and Recreation, and Building Inspector.
7. Declare the following Town equipment as surplus: Wastewater – two rusty boxes, Solid Waste – one roll-off container (rusty), and Senior Center – one refrigerator (bad compressor).
8. Approve the 2024 “Christmas in Olde Jonesborough” Holiday Events Schedule, as follows:

Friday, November 29 – Shop Small Friday and Lighting of the Tree, and various activities, a movie, treats, and Cheermeister Competition, with Main Street closed from 3:00 pm – 8:00 pm, from intersection of Fox St to 2nd Ave

Saturday, November 30 – Whoville and Small Business Saturday, and various activities, S’more roasting, face painting, and Santa with his sleigh, with Main Street closed from 10:00 am to 4:00 pm, from intersection of Fox St to 2nd Ave

Saturday, December 7 – Doggone Christmas, with Main Street closed from 10:00 am to 4:00 pm, from intersection of Fox St to 2nd Ave

Saturday, December 14 – Santa’s Christmas Village and the Christmas Parade, from 10:00 am to 8:30 pm, and various activities, at the Visitors Center. The following streets will need to be closed for the parade route. The route will begin at the intersection of Boone Street and Hwy 11E, along Boone Street and then from the intersection with E. Main Street up to N. Washington Ave. to 11E. In addition, we would like to request one lane of the east-bound lane of 11E from Boone Street to Forest Ave. be closed for the duration of the event to allow parade participant traffic to travel from the staging area at Jonesborough Middle School to downtown.

Saturday, December 21 – Christmas Church Tour. 11:00 am - 3:00 pm, no street closure

9. Approve the Jackson Theatre Grand Opening Event for Thursday, November 14th through Sunday, November 17th; with a ribbon cutting before the evening’s festivities, and each evening will have a different type of performance, to showcase the diversity of programming that we can have within our facility. Also, a request for road closure on Main Street from Fox Street to 2nd Avenue for Friday, November 15th from 5:15 pm-10:00 pm. During this time, we will host a ribbon cutting, around 6:00 pm, then prepare for our events that evening at 700 pm. The plan is to have the street closure begin at 5:15 pm for the 6:00 pm ribbon cutting. Jackson Theatre staff is requesting that the streets remain closed until the evening’s events are over, around 10:00 pm. In front of the theatre, staff would like to have antique cars lining the street, similar to what we had during the filming project, and asking these cars to arrive at 5:30 pm to be parked across the street from the theatre. Jackson Theatre staff is wanting to have a lining up of photo opportunities for the evening, with a photographer out front to get people’s photos in front of the marquee. It should be a fun night, and staff expressed their appreciation to the Jonesborough Police Department, Street Department and Parks & Rec Department in helping them make this a very special opening weekend. The main request is road closure for the ribbon cutting ceremony on Friday, November 15th from 5:15 pm – 10:00 pm from Fox Street to 2nd Avenue.

Town Recorder Janet Jennings presented the Report on Debt Obligation for the \$2,000,000.00 General Obligation Bond Anticipation Note, Series 2023, Complete K-8 School and adjacent park, to the Board of Mayor and Aldermen.

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Wolfe asked Janet Jennings for an update on the Town’s finances. Janet Jennings said everything is going great, we are two months into FY24-25 and the computer software is moving along with property taxes in the system and utilities will be the last to get completed and that

could possibly take another two months. With there being no further discussion, Mayor Vest called for a motion. Alderman Wolfe made the motion to accept the Financial Report with gratitude. Alderman Causey seconded the motion and it duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest recommended Andy Dietrich be reappointed to the BrightRidge Board of Directors for a four-year term expiring September 1, 2028. Alderman Wolfe made the motion to re-appoint Andy Dietrich to the BrightRidge Board of Directors for a four-year term expiring September 1, 2028, Alderman Countermine seconded the motion and it was duly passed.

Mayor Vest recommended Anne G'Fellers-Mason and Matthew Gulley be appointed to the Jackson Theatre Programming Committee, and remove Steve Johnson from the Committee due to his contract for consultation has expired. Alderman Causey made the motion to appoint Anne G'Fellers-Mason and Matthew Gulley to the Jackson Theatre Programming Committee and remove Steve Johnson from the Committee due to his contract for consultation being expired, seconded by Alderman Dickson and duly passed.

Mayor Vest recommended Glenn Rosenoff be appointed to the JRT Board of Directors. Alderman Wolfe made the motion, seconded by Alderman Causey, to the JRT Board of Directors. The motion was duly passed.

Mayor Vest announced that the Grand Opening of the Jackson Theatre will be held Friday, November 15th – Sunday, November 17th, and a schedule of events will be posted on social media.

Mayor Vest asked the Aldermen to change the BMA regular meeting date of October 14, 2024 to Monday, October 21, 2024 and also change the location of the meeting to the Jackson Theatre. Alderman Wolfe made the motion to change the October 14, 2024 regular meeting date of the Board of Mayor and Aldermen to Monday, October 21, 2024 and to be held at the Jackson Theatre. Alderman Dickson seconded the motion and it was duly passed.

Mayor Vest presented a proclamation to John Drake, Elton O'Hara, and Willie Tyree in honor of the Honor Flight of the Appalachian Highlands Mission 10.

INSERT PROCLAMATION

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

I would like to nominate Allen Weems for Employee of the Month. How many of us can say our actions led to someone's life being saved, Allen can. One of members, Mr. Wilson, who is also a dance instructor, had recently taken off the month of July from teaching but was set to return to teaching his class the first Tuesday in August. When he didn't show up that evening some thought oh well maybe he meant to also take this evening, but Allen said, "I have bad feeling about this." Allen tried contacting the instructor

again and when Mr. Wilson did not answer, Allen called his emergency contact, when that person did not answer he called the next contact. Allen explained his concerns about Mr. Wilson not being there for his class, the man agreed to go by his home and check on him, commenting it was unusual for him to not show up. When the gentleman went to Mr. Wilson's home, he found he needed immediate medical attention and he was swiftly taken to the hospital where he remained for several days. How often do we have those nagging feelings something is not quite right? Allen had that feeling and he followed his instincts. Allen could have dismissed it but he instead, he followed his instincts and got Mr. Wilson the help he needed. To quote Mr. Wilson, "if you hadn't called my contact last Wednesday, I'm not here today. My unbounded thanks." When Mr. Wilson shared with me in his own words what happened and his profound gratitude to Allen, the story brought me to tears. When you think about the impact of someone caring enough about another person to take the extra steps to ensure that someone is okay and that is what Allen did. Words cannot express how proud I am that Allen is a team member at the Senior Center. That is the kind of people we need, those who go above and beyond and follow their instincts and look out for those in need. I would like to recommend Allen Weems for Employee of the Month for his actions that led to saving Mr. Wilson's life. Submitted by: Mary Regen, Senior Center Director

Mayor Vest asked Allen Weems if he had any comments. Allen Weems said he felt the prompting of the Holy Spirit to check on Mr. Wilson, and expressed his appreciation in 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. Jeff Gurley, The Lollipop Shop, expressed his appreciation to the Town for allowing the Jeeps on Main event and stated there was a good turnout for the first event.

Allyson Wilkinson, representing the Daughters of the American Revolution, announced the 11th Annual Bell-Ringing in Honor of Constitution Week, will be held on Sunday, September 15, 2024 at 1:30 pm, 214 Sabin Drive.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Causey said the Jeeps on Main was a great event, and requested that in the future JAMSA present the event requests for BMA approval in January. Alderman Dickson said that this year's Music-On-The-Square was a very relaxing and great event.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had any comments. Jim Wheeler said he had been working with Glenn Rosenoff and Amber Crumley on the Jackson Theatre contracts. Jim Wheeler said he is working with the Washington County Attorney and the Town's Wastewater Department in regard to sewer issues.

The first item under Old Business was second and final reading of Ordinance No. 2024-07 to establish an Updated Occupational Safety and Health Program Plan, Devise

Rules and Regulations, and to Provide for a Safety Director and the Implementation of such Program Plan. Mayor Vest asked if the Aldermen if they had any questions or comments. With there being none, Alderman Dickson made the motion to approve the updated OSHA Occupational Safety and Health Program Plan, Ordinance No. 2024-07 on second final reading, as presented. Alderman Wolfe seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was second and final reading of Ordinance No. 2024-08 to Amend the Town of Jonesborough Municipal Code, Title 1, Entitled “Administration, Officers and Personnel” by Adding Chapter 23, Jackson Theatre Board. Mayor Vest asked if the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve on second and final reading the Ordinance amending the Jonesborough Municipal Code, Title 1 by adding Chapter 23, Jackson Theatre Board, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

Mayor Vest called for a motion to add to the agenda consideration of appointments to the Jackson Theatre Board. Alderman Causey made the motion to add to the agenda the appointments to the Jackson Theatre Board, seconded by Alderman Dickson, and duly passed. Mayor Vest recommended that Alderman Kelly Wolfe, Howard “Howie” Alexander, and Nancy Dishner and asked the Aldermen if they had any comments or questions. With there being none, Alderman Countermine made the motion, seconded by Alderman Causey, to approve the Jackson Theatre Board appointments as recommend by Mayor Vest. Upon call of the roll the following Aldermen voted Aye: Alderman Countermine, Alderman Causey and Alderman Dickson. Aldermen voting Nay: none. Alderman Wolfe passed. The motion carried.

The first item under New Business was first reading of Ordinance amending the Fiscal Year 2024-2025 Budget for the Jackson Theatre Fund. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Causey made the motion to approve on first reading the Ordinance amending the Fiscal Year 2024-2025 Budget for the Jackson Theatre Fund, as presented. Alderman Wolfe seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of an Ordinance amending the Jonesborough Municipal Code related to Title 11, Planning and Zoning, Chapter 2, Peak Stormwater Management and Erosion Prevention and Sediment Control. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve on first reading the Ordinance amending the Jonesborough Municipal Code related to Title 11, Planning and Zoning, Chapter 2,

Peak Stormwater Management and Erosion Prevention and Sediment Control, as presented. Aldermen Countertermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of an Ordinance amending the Jonesborough Municipal Code as related in Title 11, Planning and Zoning, Chapter 18, Permanent Water Quality Stormwater Management. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to approve the Ordinance amending the Jonesborough Municipal Code as related in Title 11, Planning and Zoning, Chapter 18, Permanent Water Quality Stormwater Management on first reading, seconded by Alderman Causey and duly passed.

INSERT ORDINANCE

The next item on the agenda was approval of an update to the Town's Employees Personnel Policy. Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Causey said she appreciates the work that Operations Manager Craig Ford put into updating the personnel policy, and would like to defer this until the next regular meeting in October.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

OCTOBER 10, 2024

The Board of Mayor and Aldermen (BMA) met in a Called Meeting on Thursday, October 10, 2024 at 9:30 a.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

Mayor Vest called the meeting to order. Alderman Dickson led the group in an opening Prayer, and Craig Ford led the pledge to the Flag. Upon call of the roll those present were: Mayor Chuck Vest, Alderman Virginia Causey, Alderman Terry Countermine, Alderman Adam Dickson, and Alderman Kelly Wolfe. Also present were: Town Administrator Glenn Rosenoff, Town Recorder Janet Jennings, Operations Manager Craig Ford, and Town Attorney Jim Wheeler.

The only item on the agenda was approval of a Special Event Application request from Melinda Copp, Mill Springs Makers Market, for Rising Above: Downtown Jonesborough Helping Neighbors in Need to be held on Saturday, October 19, 2024, from 10:00 am to 4:00 pm. The purpose is to support local handmade makers by offering free event space to local makers who depend on income that has been lost due to the cancellation of many area events, due to the flooding and destruction from Hurricane Helene, and to also provide foot traffic to downtown businesses. No street closure is needed, all sidewalks will be left open and use for pedestrians. The Jonesborough Police Department will be contacted, if needed, for crowd control and in emergency situations. It is being requested for Town's assistance for trash collection and sending out PSA to media outlets. Each site will be cleaned up accordingly by the person occupying their assigned area. The Hold Harmless Agreement and Event Certificate of Insurance has been received. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve the Special Event Permit application for Rising Above: Downtown Jonesborough Helping Neighbors in Need to be held on Saturday, October 19, 2024, from 10:00 am to 4:00 pm, as presented. Alderman Wolfe seconded the motion and it was duly passed.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

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

Consent Agenda

DATE: December 9, 2024 **AGENDA ITEM #:** 2

SUBJECT: Approval of Bills

Attached for BMA approval are the list of bills for November 2024

Check Register - General Fund - November 2024

11/01/24	111258 - 111341	\$168,590.94
11/01/24	111273 - void	(\$53.59)
11/07/24	111342 - 111418	\$52,732.74
11/13/24	111419 - 111423	\$1,039,183.36
11/14/24	111424	\$7,052.10
11/15/24	111425 - 111492	\$131,572.70
11/20/24	111493 - 111531	\$146,344.50
11/22/24	111532	\$2,116.05
11/26/24	111533 - 111571	\$42,403.26
		\$1,589,942.06

Check Register- Water Fund November 2024

11/01/24	68133 - 68173	\$86,644.30
11/07/24	68174 - 68194	\$225,027.80
11/14/24	68195 - 68196	\$5,717.17
11/15/24	68197 - 68226	\$139,726.80
11/15/24	68227	\$78,640.00
11/20/24	68228 - 67241	\$53,852.83
11/26/24	67242 - 67252	\$14,958.90
		\$604,567.80

Check Register -Sanitation Fund - November 2024

11/01/24	10583 - 10590	\$1,656.04
11/07/27	10591- 10596	\$16,815.02
11/14/24	10597	\$28.48
11/15/24	10598 - 10602	\$6,555.59
11/20/24	10603 - 10604	\$2,195.36
11/26/24	10605 - 10607	\$161.59
		\$27,412.08

Check Register -School Fund November 2024

11/13/24	1166-1167	15,600.00
11/26/24	1168	26,680.00
		42,280.00

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

Consent Agenda

DATE: December 9, 2024 **AGENDA ITEM #:** 5

SUBJECT: Committee Reports

1. Board of Zoning Appeals
2. Planning Commission

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES – October 29, 2024

The Jonesborough Board of Zoning of Appeals met in a regular meeting on Tuesday, October 29, 2024, 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 Countertermine, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein

Members Absent: Bob Williams

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

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

1. Approval of Minutes – Meeting of September 17, 2024

The motion to approve the minutes of the September 17, 2024 meeting as presented, was made by Frank Collins, seconded by Jim Rhein and was passed unanimously.

2. Variance Request – Side Yard Requirement for an Accessory Building Apartment located at 118 Charlem Hills Road Presented by: Eva LaFountain Garrett, 400 Sunset, Johnson City, TN

The request is for a variance to locate an accessory building apartment located at 118 Charlem Hills Road in the side yard, instead of the rear yard as required. The property is described on Washington County Tax Map 59-E, Group B, Parcel 6.00, contains approximately 41,000 square feet (0.94 acres), and the zoning is R-1. The building is to be constructed for a 2-car garage with storage, and an apartment (mother-in-law quarters) above the garage. The current single-family residence is located far back into the property with insufficient space to locate an accessory building in the rear of the home. The proposal is that the accessory building be in the side yard and parallel with the existing single-family home. The building measures 30'x40' or 1,200 square feet, and a height of 25 feet.

Eva LaFountain Garrett addressed the Board of Zoning Appeals in regard to the variance request, and said that she owns the property, and that her daughter currently lives in the house; and Ms. Garret said she wants to build the garage apartment in order to move back to Jonesborough.

Chairman Foster asked if there was anyone present that was opposed to the variance request, and there was none. Chairman Foster read the staff recommendation to grant the variance for the accessory building apartment to locate in the side yard, as presented, and asked Commissioners if they had any questions or comments. With there being none, called for a motion.

Motion: Jim Rhein made the motion to approve the variance request to the accessory building apartment to locate in the side yard located at 118 Charlem Hills Road, as presented. Richie Hayward seconded the motion and it was duly passed.

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

JONESBOROUGH PLANNING COMMISSION

MINUTES – October 29, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, October 29, 2024, at 6:00 pm, in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Bob Williams

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

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

1. Approval of Minutes

Planning Commission - Meeting of September 17, 2024

The motion to approve the minutes of the September 17, 2024 Planning Commission meeting as presented, was made by Josh Conger, seconded by Robin Harpe and passed unanimously.

Design Review Commission – Meeting of September 17, 2024

The motion to approve the minutes of the September 17, 2024 Design Commission meeting as presented, was made by Frank Collins, seconded by Terry Countermine and passed unanimously.

2. Request for approval to build an Accessory Building Apartment, 118 Charlem Hills Road Presented by: Eva LaFountain Garrett, Owner

The request is for approval of an accessory building apartment located at 118 Charlem Hills Road, as described on Washington County Tax Map 59-E, Group B, Parcel 6.00, contains approximately 41,000 square feet (0.94 acres), and the zoning is R-1. The building is to be constructed for a 2-car garage with storage, and an apartment (mother-in-law quarters) above the garage, and will be located in the side yard and parallel with the existing single family home. The building measures 30'x40' or 1,200 square feet, and a height of 25 feet. The total square footage of the accessory building is 2,400 square feet (including the first and second floor) and is evenly divided between the first and second floor. There is appropriate ingress/egress; the garage

and apartment must meet the building codes; and the garage is incidental or subordinate to the principal structure which is the residential home. Town staff finds that the proposal meets the intent of the regulations pertaining to accessory building apartments.

Chairman Foster read the staff recommendation for the approval of the accessory building apartment subject to the Board of Zoning Appeals granting a variance to allow the building in the side yard, and noted that the Board of Zoning Appeals approved the variance for accessory building apartment. Chairman Foster asked Commissioners if they had any questions or comments. With there being none, called for a motion.

Motion: Terry Countermine made the motion to approve the accessory building apartment for 118 Charlem Hills Road, as presented. Josh Conger seconded the motion and it was duly passed.

**3. Washington County Rezoning Request for 252 Ridgecrest Road, from R-1 (Low Density Residential District) to A-1 (General Agricultural District)
Presented by: Daniel Green, Property Owner**

The rezoning request is for property not located within the town's city limits but within the town's Planning Region, and the request is for rezoning of a tract of land from R-1 (Low Density Residential District) to A-1 (General Agriculture District.) The property is located at 252 Ridgecrest Road, as described on Washington County Tax Map 68, Parcel 1.10, and contains 9.52 acres. The current land use of the subject property is Vacant. The purpose of the rezoning is to permit the property owners to place a second single-family dwelling unit on the property for parent(s) to live on the property. The Washington County Zoning Resolution only permits one single-family dwelling within the R-1 zone, however their A-1 zoning district allows for a second single-family dwelling. With 9.52 acres, the placement of a second single family dwelling is highly reasonable, and would not have a negative impact on the immediate area.

Daniel Green addressed the Jonesborough Planning Commission in regard to the rezoning request, and stated that they are building a house, looking to homestead and do general farming, and also want to build a second smaller house in the future for his wife's parents.

Chairman Foster asked if was there was anyone present wanting to speak in regard to the rezoning request. Lori Darter, 1 Celebration Court, addressed the Commission with her concerns about the possibility of multi-family homes (subdivision) being constructed in the future. Jason Moore, 244 Ridgecrest Road, expressed his concerns about the limitation of the number of farm animals allowed in the A-1 zone, due to issues with a former neighbor's cows always getting out of the fenced area. Chairman Foster explained to Lori Darter and Jason Moore that the Jonesborough Planning Commission only makes a recommendation to the Washington County Zoning Commission to either approve or disapprove the rezoning request, and that they will have the opportunity to express their concerns at the Washington County Board of Zoning Commissioners.

Chairman Foster read the staff recommendation that based on the land use analysis and the immediate area with a mixture of R-1 and A-1 zoning districts, as well as large areas zoned A-1 district, the recommendation is to rezone the subject tract from the R-1 Low Density Residential District to the A-1 General Agriculture District, to the Washington County Board of Commissioners. Chairman Foster asked the Commissioners if they had any questions or concerns. With there being none, called for a motion.

Motion: Jim Rhein made the motion to recommend to the Washington Board of Commissioners to rezone 252 Ridgecrest Road, from R-1 (Low Density Residential District) to A-1 (General Agricultural District), as presented. Richie Hayward seconded the motion and it was duly passed.

4 Request for approval to increase the Grading Bond for Starbucks, East Jackson Blvd

The Planning Commission approved at the September 17, 2024 meeting, the site plan for the new Starbucks located off East Jackson Boulevard across from Region Bank to the east at the traffic signal, and as described on Washington County Tax Map 52, Part of Parcel 225.03. The total area site area is 2.33 acres. There were questions regarding the amount received in the Grading Permit Security Calculation Form it the amount of \$2,023.00. Staff pursued Starbucks regarding the perceived low dollar amount for grading security, and as such Starbucks recalculated the project and the revised amount increased to \$6,596.80.

Chairman Foster read the staff recommendation to approve the revised increased grading bond amount of \$6,596.80 for the Starbucks project, as presented. Chairman Foster asked the Commissioners if they had any questions or concerns. With there being none, called for a motion.

Motion: Josh Conger made the motion to approve the revised increase grading bond for Starbucks to \$6,596.80, seconded by Robin Harpe and it was duly passed.

5. Request for approval to rescind the partial release of an Irrevocable Letter of Credit #520 for Skyline Landing

At the September 17, 2024, Planning Commission meeting, developer Ethan Buckingham requested a reduction in the amount of the Irrevocable Letter of Credit #520 for the Skyline Landing residential development project located off Skyline Drive, and the Planning Commission approved the request for reduction.

Ethan Buckingham's bank, that issued the irrevocable letter of credit, advised him that it would cost more money to issue a new letter of credit for the decreased amount, and the bank further advised him that he should wait until the project is fully complete and request full release of the letter of credit at that time. Ethan Buckingham requested that the Planning Commission rescind their previous action of September 17, 2024 and reinstate the original bond amount of \$142,400.00.

Chairman Foster read the staff recommendation to approve, at the request of developer Ethan Buckingham, the rescinding of the partial release of the Irrevocable Letter of Credit #520 for Skyline Landing residential development off Skyline Road received on September 17, 2024, and reinstate the original bond amount of \$142,400.00. Chairman Foster asked the Commissioners if they had any questions or concerns. With there being none, called for a motion.

Motion: Frank Collins made the motion to rescind the partial release of the Irrevocable Letter of Credit #520 for Skyline Land residential development off Skyline Road received on September 17, 2024, and reinstate the original bond amount of \$142,400.00, Robin Harpe seconded the motion and it was duly passed.

**6. Request for approval of a final plat for Sangid property subdivision located along Tavern Hill Road and Hairetown Road
Presented by: Lawrence Counts, representative for the Sangid property**

The request is for final plat approval of the Sangid 8.69 AC.+/- Property Partition containing 12 lots, totaling 8.69 acres, located on Tavern Hill Road and Hairetown Road, and further described on Washington County Tax Map 43, Parcel 78.05. The property is located within the Jonesborough Planning Region. The subdivision plan meets the minimum requirements of the Jonesborough Subdivision Regulations.

Lawrence Counts addressed the Planning Commission and stated that they have all the required signatures, except for TDEC (Tennessee Department of Environment & Conservation) approval and they are still waiting on that.

Chairman Foster read staff recommendation to approve the final plat of the Sangid 8.69 AC.=/- Property Partition. Chairman Foster asked the Commissioners if they had any questions or concerns. With there being none, called for a motion.

Motion: Jim Rhein made the motion to deny the request due to all signatures not being obtained. Discussion took place about the final plat and lack of all signatures and the question came up about the final plat going back to Washington County for approval. JW Greene stated that the property is in Washington County, but in Jonesborough's Planning Region and it does not go back to the Washington County Zoning Board, that once it is approved by the Jonesborough Planning Commission it is final. Jim Rhein amended his original motion, and made the motion to table the final plat approval for the Sangid property until all signatures are acquired and brought back for final approval. Josh Conger seconded the motion and it was duly passed.

Chairman Tom Foster recused himself from acting as Chairman. Vice-Chairman Jim Rhein presided the meeting.

7. Approval of a monument sign for Skyland Landing Development
Presented by: Tom Foster, Foster Signs, 146 N Lincoln Ave, Jonesborough, TN

The total structure area is approximately 21.6 square feet, consisting of 4.5 feet in height (less than the maximum height of 8 feet), and 4.8 feet in width. The proposed sign is internally illuminated with halo type lighting. It is staff's understanding of the proposed illumination is that it is internally illuminated with a halo white colored light, which provides a "backlit" effect, and the light will not spill over the property line.

Vice-Chairman Jim Rhein read staff recommendation to approve the overall design of the monument sign and sign area. Vice Chairman Rhein asked the Commissioners if they had any questions or concerns. With there being none, called for a motion.

Motion: Terry Countermine made the motion to approve the overall design of the monument sign and sign area for Skyland Landing Development, seconded by Bill Graham and duly passed.

With there being no further business for discussion, Bill Graham made the motion to adjourn the meeting, seconded by Terry Countermine, and duly passed to adjourn.

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

Consent Agenda

DATE: December 9, 2024 AGENDA ITEM #: 6

SUBJECT: Supervisor Reports

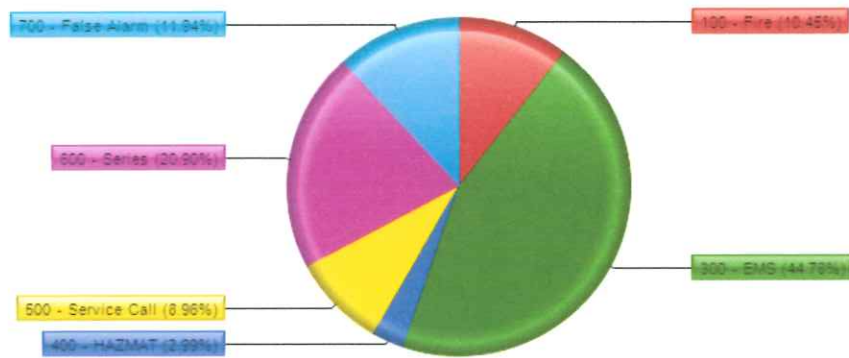
1. Fire Department
2. Director of Tourism & Main Street
3. Utility Manager
4. Water Quality
5. Water Distribution
6. Wastewater
7. Water Plant
8. Digital Media Manager
9. Marketing Manager
10. McKinney Center
11. McKinney Center Program Manager
12. Public Safety
13. Street Department
14. Animal Control
15. Director of Special Events
16. Jackson Theatre
17. Parks and Recreation

Alarm Date between 2024-11-01

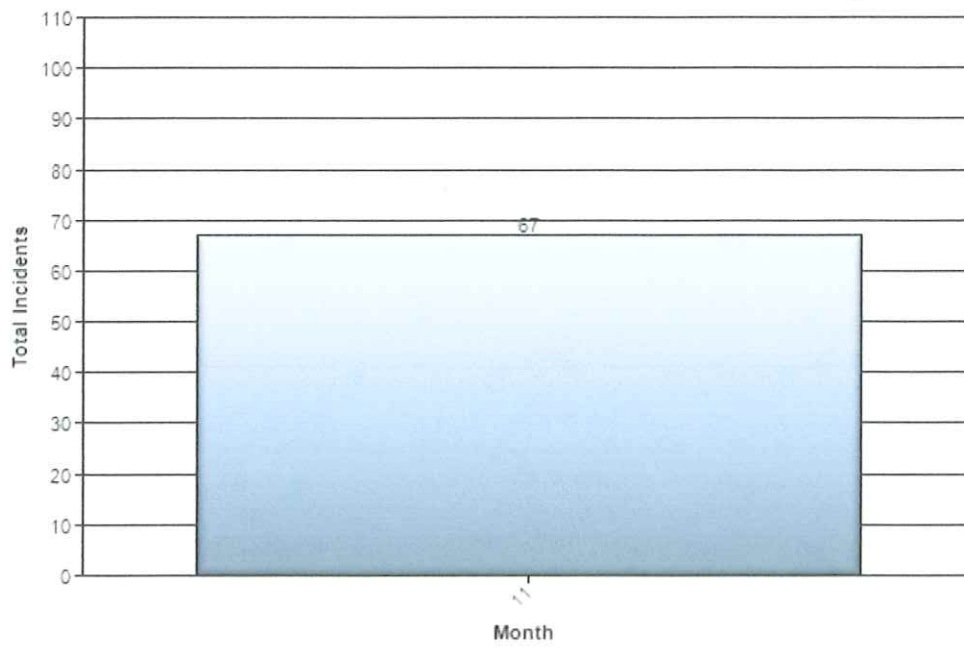
and 2024-12-01

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	7
300 - EMS	30
400 - HAZMAT	2
500 - Service Call	6
600 - Series	14
700 - False Alarm	8
	67



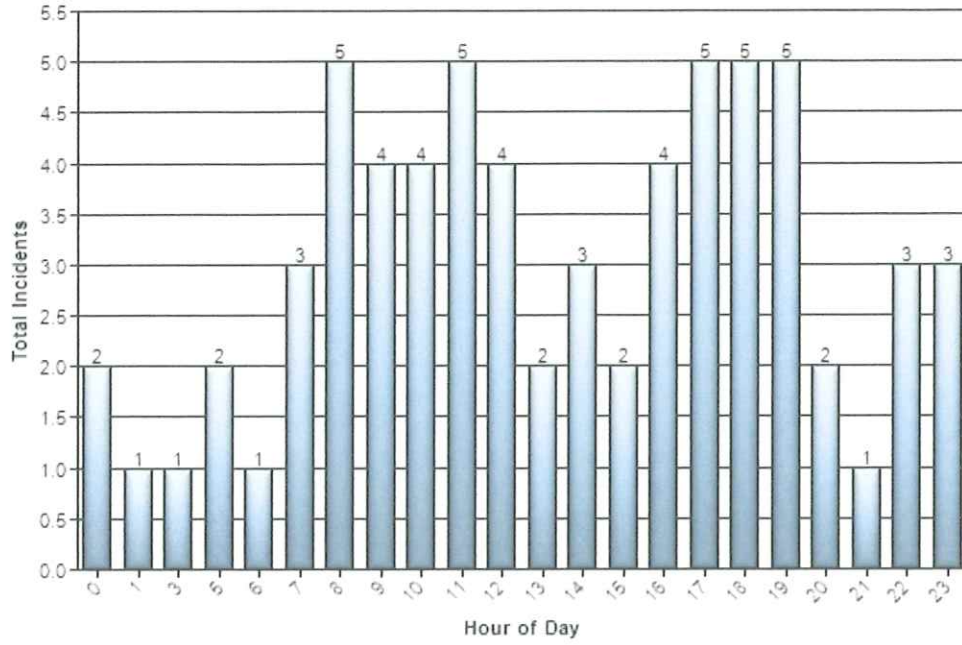
Monthly Breakdown of Incidents



Alarm Date between 2024-11-01

and 2024-12-01

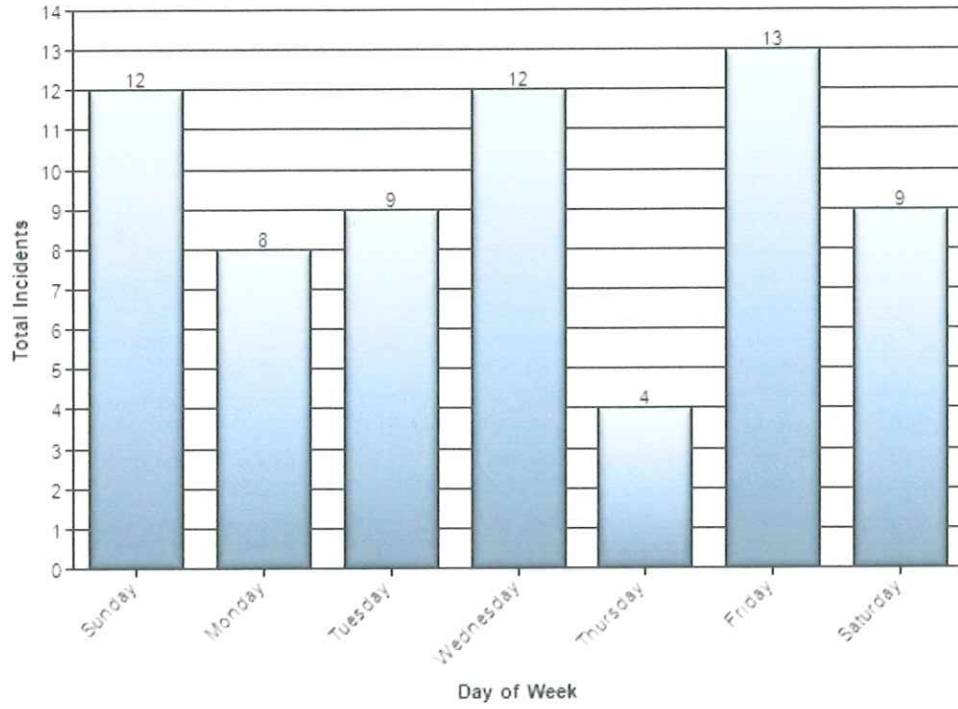
Hourly Breakdown of Incidents



Alarm Date between 2024-11-01

and 2024-12-01

Monthly Breakdown of Incidents



Alarm Date between 2024-11-01

and 2024-12-01

Incident List by Alarm Date/Time

Incident Number	Alarm Date	Alarm Time	Location	Incident Type Code	Incident Type	NFIRS Number
24198629	11/1/2024 10:31:20 AM	10:31 AM	125 HERITAGE PLACE DR	746	Carbon monoxide detector activation, no CO	1000477
24198934	11/1/2024 4:22:27 PM	4:22 PM	106 GARDEN CR	631	Authorized controlled burning	1000478
24199512	11/2/2024 2:52:57 PM	2:52 PM	214 SCOTT LN	553	Public service	1000479
24199566	11/2/2024 4:55:45 PM	4:55 PM	448 CLAUDE SIMMONS RD	141	Forest, woods or wildland fire	1000480
24199976	11/3/2024 10:33:15 AM	10:33 AM	616 HAIRETOWN RD	322	Motor vehicle accident with injuries	1000481
24200079	11/3/2024 1:47:00 PM	1:47 PM	1002 W COLLEGE ST	311	Medical assist, assist EMS crew	1000482
24200113	11/3/2024 2:31:00 PM	2:31 PM	134 Valley RD	631	Authorized controlled burning	1000483
24200552	11/4/2024 10:20:16 AM	10:20 AM	134 VALLEY RD	142	Brush or brush-and-grass mixture fire	1000485
24200599	11/4/2024 11:24:54 AM	11:24 AM	8 WALTON ST	553	Public service	1000486
24201803	11/6/2024 9:59:58 AM	9:59 AM	301 W JACKSON BL	323	Motor vehicle/pedestrian accident (MV Ped)	1000487
24201867	11/6/2024 12:32:57 PM	12:32 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000488
24202070	11/6/2024 6:16:46 PM	6:16 PM	122 TIPTON RD	611	Dispatched & canceled en route	1000489
24202078	11/6/2024 6:31:33 PM	6:31 PM	337 S AZURE LNDG	151	Outside rubbish, trash or waste fire	1000490
24202122	11/6/2024 7:37:14 PM	7:37 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000491
24202917	11/8/2024 1:08:41 AM	1:08 AM	216 PATTON DR	311	Medical assist, assist EMS crew	1000492
24202968	11/8/2024 5:54:49 AM	5:54 AM	447 MATSON RD	322	Motor vehicle accident with injuries	1000493
24203981	11/9/2024 5:07:15 PM	5:07 PM	170 JOHN FRANCE RD	611	Dispatched & canceled en route	1000494
24203987	11/9/2024 5:15:23 PM	5:15 PM	170 JOHN FRANCE RD	745	Alarm system activation, no fire - unintentional	1000495
24203991	11/9/2024 5:17:05 PM	5:17 PM	134 VALLEY RD	600	Good intent call, other	1000496
24204018	11/9/2024 6:29:41 PM	6:29 PM	GLAZE RD	611	Dispatched & canceled en route	1000497
24204161	11/10/2024 12:24:07 AM	12:24 AM	1156 HUFFINE RD #2	600	Good intent call, other	1000498
24204392	11/10/2024 12:51:04 PM	12:51 PM	516 SUMMIT DR	611	Dispatched & canceled en route	1000499
24204554	11/10/2024 8:18:32 PM	8:18 PM	1831 HIGHWAY 81 S	531	Smoke or odor removal	1000500
24204792	11/11/2024 8:59:00 AM	8:59 AM	402 MAGNOLIA RIDGE DR	611	Dispatched & canceled en route	1000501
24205873	11/12/2024 8:22:52 PM	8:22 PM	132 ROCKWOOD DR	311	Medical assist, assist EMS crew	1000502
24206487	11/13/2024 5:37:29 PM	5:37 PM	1541 W JACKSON BL	322	Motor vehicle accident with injuries	1000503
24206622	11/13/2024 10:22:44 PM	10:22 PM	148 HAIRETOWN RD	631	Authorized controlled burning	1000504
24206626	11/13/2024 10:36:54 PM	10:36 PM	2412 HIGHWAY 11 E	600	Good intent call, other	1000505
24206635	11/13/2024 11:33:16 PM	11:33 PM	124 ROBERT SMITH RD	111	Building fire	1000506

24207535	11/15/2024 7:51:27 AM	7:51 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000507
24208096	11/16/2024 6:46:52 AM	6:46 AM	3832 W MARKET ST	463	Vehicle accident, general cleanup	1000508
24208539	11/17/2024 7:25:49 AM	7:25 AM	30 TALL TALE LN	311	Medical assist, assist EMS crew	1000510
24208543	11/17/2024 7:39:00 AM	7:39 AM	514 E MAIN ST	651	Smoke scare, odor of smoke	1000511
24208611	11/17/2024 11:27:36 AM	11:27 AM	116 PARTRIDGE LN	311	Medical assist, assist EMS crew	1000513
24209073	11/18/2024 9:44:47 AM	9:44 AM	189 MISS MAUDE PATTON LN	736	CO detector activation due to malfunction	1000514
24209125	11/18/2024 11:20:26 AM	11:20 AM	684 OLD STATE ROUTE 34	611	Dispatched & canceled en route	1000515
24209648	11/19/2024 8:14:52 AM	8:14 AM	146 N LINCOLN AVE	745	Alarm system activation, no fire - unintentional	1000516
24209765	11/19/2024 11:40:51 AM	11:40 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000517
24209955	11/19/2024 4:17:29 PM	4:17 PM	236 HEATHER VIEW DR	611	Dispatched & canceled en route	1000518
24210004	11/19/2024 5:58:00 PM	5:58 PM	222 NUCKLES DR	311	Medical assist, assist EMS crew	1000519
24210305	11/20/2024 9:21:41 AM	9:21 AM	855 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000520
24210416	11/20/2024 12:27:01 PM	12:27 PM	516 W MAIN ST	324	Motor vehicle accident with no injuries.	1000521
24210642	11/20/2024 7:05:40 PM	7:05 PM	111 HALL RD	322	Motor vehicle accident with injuries	1000522
24210925	11/21/2024 8:45:37 AM	8:45 AM	FOREST DR	412	Gas leak (natural gas or LPG)	1000523
24211268	11/21/2024 7:09:05 PM	7:09 PM	405 CLAUDE SIMMONS RD	322	Motor vehicle accident with injuries	1000524
24211341	11/21/2024 10:46:54 PM	10:46 PM	855 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000525
24211371	11/22/2024 12:38:47 AM	12:38 AM	4093 GREENWOOD DR	324	Motor vehicle accident with no injuries.	1000526
24211515	11/22/2024 8:32:25 AM	8:32 AM	68 MANOR LN	743	Smoke detector activation, no fire - unintentional	1000527
24211560	11/22/2024 9:45:39 AM	9:45 AM	1103 W JACKSON BL	553	Public service	1000528
24211614	11/22/2024 11:33:45 AM	11:33 AM	855 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000529
24211661	11/22/2024 1:23:39 PM	1:23 PM	855 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000530
24211869	11/22/2024 7:22:50 PM	7:22 PM	216 PATTON DR	311	Medical assist, assist EMS crew	1000532
24212662	11/24/2024 3:27:58 AM	3:27 AM	389 BILL BENNETT RD	111	Building fire	1000533
24212856	11/24/2024 2:19:33 PM	2:19 PM	620 LEESBURG RD	111	Building fire	1000534
24212937	11/24/2024 6:30:37 PM	6:30 PM	102 GLENWOOD LN	311	Medical assist, assist EMS crew	1000535
24213511	11/25/2024 3:20:02 PM	3:20 PM	3903 W MARKET ST	322	Motor vehicle accident with injuries	1000536
24213568	11/25/2024 4:42:16 PM	4:42 PM	119 OAKWELL LN	745	Alarm system activation, no fire - unintentional	1000537
24213785	11/25/2024 11:37:09 PM	11:37 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000538
24213874	11/26/2024 5:40:10 AM	5:40 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000539
24214014	11/26/2024 10:07:19 AM	10:07 AM	370 OLD EMBREEVILLE RD	322	Motor vehicle accident with injuries	1000540
24214265	11/26/2024 3:58:53 PM	3:58 PM	100 E MAIN ST	741	Sprinkler activation, no fire - unintentional	1000541

24214429	11/26/2024 9:29:39 PM	9:29 PM	703 W MAIN ST	322	Motor vehicle accident with injuries	1000542
24215391	11/28/2024 11:16:30 PM	11:16 PM	223 STEMWINDER LN	733	Smoke detector activation due to malfunction	1000543
24215634	11/29/2024 12:14:46 PM	12:14 PM	693 N CHEROKEE ST	553	Public service	1000544
24215750	11/29/2024 6:28:55 PM	6:28 PM	A L SLIGER RD	324	Motor vehicle accident with no injuries.	1000545
24216007	11/30/2024 8:33:33 AM	8:33 AM	1511 BEN GAMBLE RD	553	Public service	1000546
24216340	11/30/2024 7:30:25 PM	7:30 PM	102 CLAUDE SIMMONS RD	111	Building fire	1000547

Alarm Date between 2024-11-01

and 2024-12-01

Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
	11/24/2024 3:27:58 AM	24212662	1000533	389 BILL BENNETT RD
	11/13/2024 11:33:16 PM	24206635	1000506	124 ROBERT SMITH RD
	11/30/2024 7:30:25 PM	24216340	1000547	102 CLAUDE SIMMONS RD
	11/24/2024 2:19:33 PM	24212856	1000534	620 LEESBURG RD
	11/2/2024 4:55:45 PM	24199566	1000480	448 CLAUDE SIMMONS RD
	11/4/2024 10:20:16 AM	24200552	1000485	134 VALLEY RD
	11/6/2024 6:31:33 PM	24202078	1000490	337 S AZURE LNDG
	11/3/2024 1:47:00 PM	24200079	1000482	1002 W COLLEGE ST
	11/6/2024 12:32:57 PM	24201867	1000488	122 TIPTON RD
	11/6/2024 7:37:14 PM	24202122	1000491	122 TIPTON RD
	11/8/2024 1:08:41 AM	24202917	1000492	216 PATTON DR
	11/12/2024 8:22:52 PM	24205873	1000502	132 ROCKWOOD DR
	11/22/2024 1:23:39 PM	24211661	1000530	855 ASHLEY MDWS
	11/19/2024 11:40:51 AM	24209765	1000517	122 TIPTON RD
	11/15/2024 7:51:27 AM	24207535	1000507	122 TIPTON RD
	11/25/2024 11:37:09 PM	24213785	1000538	122 TIPTON RD
	11/20/2024 9:21:41 AM	24210305	1000520	855 ASHLEY MDWS
	11/26/2024 5:40:10 AM	24213874	1000539	122 TIPTON RD
	11/24/2024 6:30:37 PM	24212937	1000535	102 GLENWOOD LN
	11/19/2024 5:58:00 PM	24210004	1000519	222 NUCKLES DR
	11/17/2024 11:27:36 AM	24208611	1000513	116 PARTRIDGE LN
	11/21/2024 10:46:54 PM	24211341	1000525	855 ASHLEY MDWS
	11/17/2024 7:25:49 AM	24208539	1000510	30 TALL TALE LN
	11/22/2024 7:22:50 PM	24211869	1000532	216 PATTON DR
	11/22/2024 11:33:45 AM	24211614	1000529	855 ASHLEY MDWS
	11/3/2024 10:33:15 AM	24199976	1000481	616 HAIRETOWN RD
	11/8/2024 5:54:49 AM	24202968	1000493	447 MATSON RD
	11/20/2024 7:05:40 PM	24210642	1000522	111 HALL RD
	11/21/2024 7:09:05 PM	24211268	1000524	405 CLAUDE SIMMONS RD
	11/25/2024 3:20:02 PM	24213511	1000536	3903 W MARKET ST
	11/26/2024 10:07:19 AM	24214014	1000540	370 OLD EMBREEVILLE RD
	11/13/2024 5:37:29 PM	24206487	1000503	1541 W JACKSON BL
	11/26/2024 9:29:39 PM	24214429	1000542	703 W MAIN ST
	11/6/2024 9:59:58 AM	24201803	1000487	301 W JACKSON BL
	11/29/2024 6:28:55 PM	24215750	1000545	A L SLIGER RD
	11/22/2024 12:38:47 AM	24211371	1000526	4093 GREENWOOD DR
	11/20/2024 12:27:01 PM	24210416	1000521	516 W MAIN ST
	11/21/2024 8:45:37 AM	24210925	1000523	FOREST DR
	11/16/2024 6:46:52 AM	24208096	1000508	3832 W MARKET ST
	11/10/2024 8:18:32 PM	24204554	1000500	1831 HIGHWAY 81 S
	11/2/2024 2:52:57 PM	24199512	1000479	214 SCOTT LN

	11/4/2024 11:24:54 AM	24200599	1000486	8 WALTON ST
	11/30/2024 8:33:33 AM	24216007	1000546	1511 BEN GAMBLE RD
	11/22/2024 9:45:39 AM	24211560	1000528	1103 W JACKSON BL
	11/29/2024 12:14:46 PM	24215634	1000544	693 N CHEROKEE ST
889				
	11/9/2024 5:17:05 PM	24203991	1000496	134 VALLEY RD
	11/10/2024 12:24:07 AM	24204161	1000498	1156 HUFFINE RD #2
	11/13/2024 10:36:54 PM	24206626	1000505	2412 HIGHWAY 11 E
911				
	11/6/2024 6:16:46 PM	24202070	1000489	122 TIPTON RD
	11/9/2024 5:07:15 PM	24203981	1000494	170 JOHN FRANCE RD
	11/9/2024 6:29:41 PM	24204018	1000497	GLAZE RD
	11/10/2024 12:51:04 PM	24204392	1000499	516 SUMMIT DR
	11/11/2024 8:59:00 AM	24204792	1000501	402 MAGNOLIA RIDGE DR
	11/18/2024 11:20:26 AM	24209125	1000515	684 OLD STATE ROUTE 34
	11/19/2024 4:17:29 PM	24209955	1000518	236 HEATHER VIEW DR
921				
	11/1/2024 4:22:27 PM	24198934	1000478	106 GARDEN CR
	11/3/2024 2:31:00 PM	24200113	1000483	134 Valley RD
	11/13/2024 10:22:44 PM	24206622	1000504	148 HAIRETOWN RD
931				
	11/17/2024 7:39:00 AM	24208543	1000511	514 E MAIN ST
713				
	11/28/2024 11:16:30 PM	24215391	1000543	223 STEMWINDER LN
726				
	11/18/2024 9:44:47 AM	24209073	1000514	189 MISS MAUDE PATTON LN
731				
	11/26/2024 3:58:53 PM	24214265	1000541	100 E MAIN ST
739				
	11/22/2024 8:32:25 AM	24211515	1000527	68 MANOR LN
745				
	11/9/2024 5:15:23 PM	24203987	1000495	170 JOHN FRANCE RD
	11/19/2024 8:14:52 AM	24209648	1000516	146 N LINCOLN AVE
	11/25/2024 4:42:16 PM	24213568	1000537	119 OAKWELL LN
755				
	11/1/2024 10:31:20 AM	24198629	1000477	125 HERITAGE PLACE DR

Fire - Incident Types Codes with Detail Breakdown

Date: Monday, December 2, 2024
Time: 7:16:13 AM

Alarm Date between 2024-11-01 and 2024-12-01

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
100 - Fire								
	111							
		11/13/2024 11:33:16 PM	24206635	1000506	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		11/24/2024 3:27:58 AM	24212662	1000533	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		11/24/2024 2:19:33 PM	24212856	1000534	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
		11/30/2024 7:30:25 PM	24216340	1000547	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
					4			
	141							
		11/2/2024 4:55:45 PM	24199566	1000480	Forest, woods or wildland fire	Extinguishment by fire service personnel	931	Open land or field
					1			
	142							
		11/4/2024 10:20:16 AM	24200552	1000485	Brush or brush-and-grass mixture fire	Extinguishment by fire service personnel	931	Open land or field
					1			
	151							
		11/6/2024 6:31:33 PM	24202078	1000490	Outside rubbish, trash or waste fire	Extinguishment by fire service personnel	981	Construction site
					1			
7								
300 - EMS								
	311							
		11/3/2024 1:47:00 PM	24200079	1000482	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/6/2024 12:32:57 PM	24201867	1000488	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/6/2024 7:37:14 PM	24202122	1000491	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/8/2024 1:08:41 AM	24202917	1000492	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/12/2024 8:22:52 PM	24205873	1000502	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/15/2024 7:51:27 AM	24207535	1000507	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/17/2024 7:25:49 AM	24208539	1000510	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/17/2024 11:27:36 AM	24208611	1000513	Medical assist, assist EMS crew	Provide manpower	400	Residential, other
		11/19/2024 11:40:51 AM	24209765	1000517	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/19/2024 5:58:00 PM	24210004	1000519	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling

		11/20/2024 9:21:41 AM	24210305	1000520	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/21/2024 10:46:54 PM	24211341	1000525	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/22/2024 11:33:45 AM	24211614	1000529	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/22/2024 1:23:39 PM	24211661	1000530	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/22/2024 7:22:50 PM	24211869	1000532	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/24/2024 6:30:37 PM	24212937	1000535	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/25/2024 11:37:09 PM	24213785	1000538	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		11/26/2024 5:40:10 AM	24213874	1000539	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
					18			
177								
		11/3/2024 10:33:15 AM	24199976	1000481	Motor vehicle accident with injuries	Investigate	962	Residential street, road or residential driveway
		11/8/2024 5:54:49 AM	24202968	1000493	Motor vehicle accident with injuries	Investigate	419	1 or 2 family dwelling
		11/13/2024 5:37:29 PM	24206487	1000503	Motor vehicle accident with injuries	Provide manpower	961	Highway or divided highway
		11/20/2024 7:05:40 PM	24210642	1000522	Motor vehicle accident with injuries	Investigate	962	Residential street, road or residential driveway
		11/21/2024 7:09:05 PM	24211268	1000524	Motor vehicle accident with injuries	Investigate	419	1 or 2 family dwelling
		11/25/2024 3:20:02 PM	24213511	1000536	Motor vehicle accident with injuries	Investigate	500	Mercantile, business, other
		11/26/2024 10:07:19 AM	24214014	1000540	Motor vehicle accident with injuries	Investigate	962	Residential street, road or residential driveway
		11/26/2024 9:29:39 PM	24214429	1000542	Motor vehicle accident with injuries	Investigate	881	Parking garage, (detached residential garage)
					8			
172								
		11/6/2024 9:59:58 AM	24201803	1000487	Motor vehicle/pedestrian accident (MV Ped)	Investigate	965	Vehicle parking area
					1			
174								
		11/20/2024 12:27:01 PM	24210416	1000521	Motor vehicle accident with no injuries.	Hazardous materials spill control and confinement	962	Residential street, road or residential driveway
		11/22/2024 12:38:47 AM	24211371	1000526	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
		11/29/2024 6:28:55 PM	24215750	1000545	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
					3			
30								

400 HAZMAT								
412								
		11/21/2024 8:45:37 AM	24210925	1000523	Gas leak (natural gas or LPG)	Investigate	419	1 or 2 family dwelling
					1			
463								
		11/16/2024 6:46:52 AM	24208096	1000508	Vehicle accident, general cleanup	Investigate	961	Highway or divided highway
					1			
2								
900 Service Call								
931								
		11/10/2024 8:18:32 PM	24204554	1000500	Smoke or odor removal	Investigate	419	1 or 2 family dwelling
					1			
933								
		11/2/2024 2:52:57 PM	24199512	1000479	Public service	Investigate	931	Open land or field
		11/4/2024 11:24:54 AM	24200599	1000486	Public service	Assistance, other	419	1 or 2 family dwelling
		11/22/2024 9:45:39 AM	24211560	1000528	Public service	Investigate	931	Open land or field
		11/29/2024 12:14:46 PM	24215634	1000544	Public service	Investigate	931	Open land or field
		11/30/2024 8:33:33 AM	24216007	1000546	Public service	Investigate	419	1 or 2 family dwelling
					5			
6								
990 Service								
990								
		11/9/2024 5:17:05 PM	24203991	1000496	Good intent call, other	Investigate	419	1 or 2 family dwelling
		11/10/2024 12:24:07 AM	24204161	1000498	Good intent call, other	Investigate	419	1 or 2 family dwelling
		11/13/2024 10:36:54 PM	24206626	1000505	Good intent call, other	Investigate	962	Residential street, road or residential driveway
					3			
911								
		11/6/2024 6:16:46 PM	24202070	1000489	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		11/9/2024 5:07:15 PM	24203981	1000494	Dispatched & canceled en route	Cancelled en route		
		11/9/2024 6:29:41 PM	24204018	1000497	Dispatched & canceled en route	Cancelled en route		
		11/10/2024 12:51:04 PM	24204392	1000499	Dispatched & canceled en route	Cancelled en route	962	Residential street, road or residential driveway
		11/11/2024 8:59:00 AM	24204792	1000501	Dispatched & canceled en route	Cancelled en route		
		11/18/2024 11:20:26 AM	24209125	1000515	Dispatched & canceled en route	Cancelled en route	215	High school/junior high school/middle

Alarm Date between 2024-11-01
Enter District County

and 2024-12-01

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
60005					
	111				
		11/24/2024 3:27:58 AM	24212662	1000533	389 BILL BENNETT RD
		11/13/2024 11:33:16 PM	24206635	1000506	124 ROBERT SMITH RD
		11/30/2024 7:30:25 PM	24216340	1000547	102 CLAUDE SIMMONS RD
		11/24/2024 2:19:33 PM	24212856	1000534	620 LEESBURG RD
	101				
		11/2/2024 4:55:45 PM	24199566	1000480	448 CLAUDE SIMMONS RD
	102				
		11/4/2024 10:20:16 AM	24200552	1000485	134 VALLEY RD
	111				
		11/6/2024 12:32:57 PM	24201867	1000488	122 TIPTON RD
		11/6/2024 7:37:14 PM	24202122	1000491	122 TIPTON RD
		11/12/2024 8:22:52 PM	24205873	1000502	132 ROCKWOOD DR
		11/19/2024 11:40:51 AM	24209765	1000517	122 TIPTON RD
		11/15/2024 7:51:27 AM	24207535	1000507	122 TIPTON RD
		11/25/2024 11:37:09 PM	24213785	1000538	122 TIPTON RD
		11/26/2024 5:40:10 AM	24213874	1000539	122 TIPTON RD
		11/24/2024 6:30:37 PM	24212937	1000535	102 GLENWOOD LN
		11/19/2024 5:58:00 PM	24210004	1000519	222 NUCKLES DR
		11/17/2024 11:27:36 AM	24208611	1000513	116 PARTRIDGE LN
	105				
		11/3/2024 10:33:15 AM	24199976	1000481	616 HAIRETOWN RD
		11/8/2024 5:54:49 AM	24202968	1000493	447 MATSON RD
		11/20/2024 7:05:40 PM	24210642	1000522	111 HALL RD
		11/21/2024 7:09:05 PM	24211268	1000524	405 CLAUDE SIMMONS RD
		11/25/2024 3:20:02 PM	24213511	1000536	3903 W MARKET ST
		11/26/2024 10:07:19 AM	24214014	1000540	370 OLD EMBREEVILLE RD
	121				
		11/29/2024 6:28:55 PM	24215750	1000545	A L SLIGER RD
		11/22/2024 12:38:47 AM	24211371	1000526	4093 GREENWOOD DR
	531				
		11/10/2024 8:18:32 PM	24204554	1000500	1831 HIGHWAY 81 S
	600				
		11/9/2024 5:17:05 PM	24203991	1000496	134 VALLEY RD
		11/10/2024 12:24:07 AM	24204161	1000498	1156 HUFFINE RD #2
		11/13/2024 10:36:54 PM	24206626	1000505	2412 HIGHWAY 11 E
	611				
		11/6/2024 6:16:46 PM	24202070	1000489	122 TIPTON RD
		11/9/2024 5:07:15 PM	24203981	1000494	170 JOHN FRANCE RD
		11/9/2024 6:29:41 PM	24204018	1000497	GLAZE RD
		11/10/2024 12:51:04 PM	24204392	1000499	516 SUMMIT DR
		11/18/2024 11:20:26 AM	24209125	1000515	684 OLD STATE ROUTE 34
	631				
		11/1/2024 4:22:27 PM	24198934	1000478	106 GARDEN CR
		11/3/2024 2:31:00 PM	24200113	1000483	134 Valley RD
		11/13/2024 10:22:44 PM	24206622	1000504	148 HAIRETOWN RD
	743				
		11/22/2024 8:32:25 AM	24211515	1000527	68 MANOR LN
	710				
		11/9/2024 5:15:23 PM	24203987	1000495	170 JOHN FRANCE RD

Alarm Date between 2024-11-01
 Enter District City

and 2024-12-01

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
611		11/6/2024 6:31:33 PM	24202078	1000490	337 S AZURE LNDG
911		11/3/2024 1:47:00 PM	24200079	1000482	1002 W COLLEGE ST
		11/8/2024 1:08:41 AM	24202917	1000492	216 PATTON DR
		11/22/2024 1:23:39 PM	24211661	1000530	855 ASHLEY MDWS
		11/20/2024 9:21:41 AM	24210305	1000520	855 ASHLEY MDWS
		11/21/2024 10:46:54 PM	24211341	1000525	855 ASHLEY MDWS
		11/17/2024 7:25:49 AM	24208539	1000510	30 TALL TALE LN
		11/22/2024 7:22:50 PM	24211869	1000532	216 PATTON DR
		11/22/2024 11:33:45 AM	24211614	1000529	855 ASHLEY MDWS
112		11/13/2024 5:37:29 PM	24206487	1000503	1541 W JACKSON BL
		11/26/2024 9:29:39 PM	24214429	1000542	703 W MAIN ST
523		11/6/2024 9:59:58 AM	24201803	1000487	301 W JACKSON BL
523		11/20/2024 12:27:01 PM	24210416	1000521	516 W MAIN ST
412		11/21/2024 8:45:37 AM	24210925	1000523	FOREST DR
463		11/16/2024 6:46:52 AM	24208096	1000508	3832 W MARKET ST
653		11/2/2024 2:52:57 PM	24199512	1000479	214 SCOTT LN
		11/4/2024 11:24:54 AM	24200599	1000486	8 WALTON ST
		11/30/2024 8:33:33 AM	24216007	1000546	1511 BEN GAMBLE RD
		11/22/2024 9:45:39 AM	24211560	1000528	1103 W JACKSON BL
		11/29/2024 12:14:46 PM	24215634	1000544	693 N CHEROKEE ST
653		11/17/2024 7:39:00 AM	24208543	1000511	514 E MAIN ST
733		11/28/2024 11:16:30 PM	24215391	1000543	223 STEMWINDER LN
730		11/18/2024 9:44:47 AM	24209073	1000514	189 MISS MAUDE PATTON LN
741		11/26/2024 3:58:53 PM	24214265	1000541	100 E MAIN ST
745		11/19/2024 8:14:52 AM	24209648	1000516	146 N LINCOLN AVE
		11/25/2024 4:42:16 PM	24213568	1000537	119 OAKWELL LN
755		11/1/2024 10:31:20 AM	24198629	1000477	125 HERITAGE PLACE DR

Alarm Date between 2024-11-01 and 2024-12-01
 Enter District Inside City of Johnson City

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
Inside City of Johnson City					
	911				
		11/11/2024 8:59:00 AM	24204792	1000501	402 MAGNOLIA RIDGE DR
		11/19/2024 4:17:29 PM	24209955	1000518	236 HEATHER VIEW DR



Updates and Projects

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

Main Street and Downtown

We continued to work with Glenn to look over the details of the event application, ensuring the ordinance aligned, and further discussed the event committee format

Worked with the State Main Street Program to begin the process of our transformation strategy that consisted of a survey. The results of this survey will assist in defining a shared vision. The team will also investigate consumer and business data, and market data. The transformation strategies are further informed by downtown's competitive advantages and disadvantages relative to other local and regional markets. This includes a review of currently available market information for the downtown and analysis of secondary data analysis. This will continue with the next phase being a set of meetings on December 10.

All of the Christmas lights were installed in the middle of November but we held off on turning them on until we had our lighting ceremony on Nov. 29th.

Tourism

Reapplied for our ARPA funds for the year. We will submit for reimbursement by February.

Working with a travel writer on a visit in December. Her audience consists of young professionals.

Marketing

Executed a marketing co-op with JAMSA for TV commercials, a dedicated tv segment from Daytime Tri Cities along with digital ad placement.

Created the program and all marketing pieces for the Sugar Plum Sip and Stroll, along with press release creation and attending media interviews to promote the event. Photographed opening weekend at the Jackson along with assisting with design work for their events

Events

Oversaw and executed Made Around Here Market Craft show on Nov. 8-9th with 100 vendors. We had extremely warm weather which helped to increase our numbers of a normally successful show. I had at least 3 vendors tell me that they had recording breaking sales.

Attended 3 of the 4 nights of opening events at the Jackson Theatre by assisting with event setup, checking folks in, taking photos, etc.

Hosted the Sugar Plum Sip and Stroll on Friday, November 29 from 4 p.m. to 6 p.m. The event consisted of 20+ Nutcracker and Christmas-themed beverages and small-bite tasting stops, horse and carriage rides along with a photo session. The night ended with the Christmas Tree Lighting at 6 p.m. with all the lights being coordinated that evening and snowfall. The event sold out with 300 tickets being sold. We had great attendance for the tree lighting as well, despite it being 20-30degrees. The Lollipop Shop shared with me that it was his best Black Friday in the history of his 24 years in business and McLeod Organics shared that it was an all-time record-breaking day for their business.

On Saturday, Nov. 30 we hosted Small Business Saturday and Whoville Christmas. Again, it was a very cold day. Attendance did seem lower than previous years but we still had constant lines and the merchants and vendors shared comments that they did well.

Utility Manager Monthly Report

November 2024

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

Distribution department installed 30 new service taps and repaired 11 service leaks for the month of November. The distribution department also completed 30 miscellaneous work orders and located 225 TN 811 one calls.

Water Quality Department read 13,544 meters for the month of November. The Water Quality Department cut off 268 meters with 158 of those for nonpayment. The Water Quality Department had a total of 16,600 total actions taken in the month of November. As of November 30th, the Water Quality Department has changed 13,544 meters to the new AMR meter system. The Water Quality Department completed all scheduled flushing for the month of November.

Water Plant processed 82.199 million gallons of water with a daily average of 2.739 million gallons per day in the month of November. 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 40 feet for November and Woodlawn Tank has maintained an average level of 25 feet for November.

Wastewater Department operated under normal conditions for the month of November. Wastewater had no releases, overflows or bypasses in November. The North Cherokee extension is at the 99% completion mark. The new school sewer was completed. All industries are within compliance. The WWTP is operating well. The diesel redundancy pump did not operate in November. The month of November experienced 12 days of precipitation for a total of 1.51 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For November, this rate was 27%, equating to an average of nearly 163,000 gallons daily.

County water line construction crew has started the Jackson Bridge Rd. project. This project is @ 8,000 feet of 6" DIP waterline. The next project is Taylor Bridge Rd which is projected to begin late spring or early summer. To date the waterline construction crew has installed @ 100,000 feet of 6" DIP.

We had a busy November in Utilities. As of November 30th, 2024, the Wastewater Department has 1 vacancy, Water Distribution has 2 vacancies, Water Quality and the Water Treatment Plant has no vacancies. We are actively interviewing potential employees. I am working daily with GRW on the planning and design phase of the Water Treatment plant, transmission line and "A" Station replacement. We have submitted the new Water Plant plans to SRF and USDA for review. We should be getting feedback in a few weeks on what the next steps are that we need to take. I am also working with Brightbridge to formulate a plan to install generators at our pump stations and at the Water Treatment plant.

Kevin Brobeck

Utility Manager

Town of Jonesborough
Water Quality Department
Monthly Report
NOVEMBER 2024

<u>Meters Read:</u>	<u>Meters Cut On:</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
13,544	212	268	68

<u>Meter Maintenance:</u>	<u>Non-Payment :</u>	<u>Customer Inquiries:</u>
53 Meter Lids Replaced	158 Accounts	144
67 Meters Marked		
85 Meters Serviced		
237 Locations Entered in Harmony		

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Reports & Spreadsheets:</u>
130	53	383

<u>Valve Maintenance:</u>	<u>Water Line Locates:</u>
19 Valves exercised	38

<u>Dispatch & Service Calls:</u>	<u>New Services:</u>
1,105	36

Total Actions Taken:
16,600



TOWN OF JONESBOROUGH

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

Monthly Report November 2024

Water Distribution

Complaints Total - 4 6 - Total Complaints Last Month

Taps Installed - 30 39 - Total Taps Last Month

Tennessee One Call - 225 232 - Total Last Month

This Month there were 225 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board.

Water Leaks Total- 11 43 - Total Last Month

Down Meters Installed Total - 0 0 - Last Month

Meter Box Replaced Total - 9 5 - Total Last Month

Paving Locations - 1 2- Total Last Month

Yard Work Clean Total - 2 0- Total Last Month

1. Yards to sow (123 to sow)
2. Work on the Grant Funding with GRW Engineering for water line replacement.
3. Taps to be done =8

GPS Project Goals

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

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

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

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

Linear feet of water line GPS- 906,626'

Miles of water line GPS- 171 miles

Meters GPS- 3,946

Valves GPS- 767

Hydrants GPS-193

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

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

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

Meter Change Out Program

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

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

For the month of November Town Crew

The Town Crew has concentrated their efforts on repairing priority leaks and installing new taps. They installed 1100 feet of 4" Pvc on A.J. Willis rd to restore water to sections that were washed out during flooding, and they moved a fire hydrant back 6 feet at the intersection of E. Main & Forest to make way for the new sidewalk project.

Upcoming Line Extensions Town Crew

Vines Farm- 800' of 2" plastic line.

Drain Lane 350' of 2"

Completed Line Extensions Town Crew

Paynetown Road 300' – Completed

Industrial Park EDA Project 4,000' - Completed

Fire line 6" k-8 school – Completed

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

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

Upcoming Line Extensions County Crew

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



TOWN OF JONESBOROUGH

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

Wastewater – November 2024 Monthly System Operations Summary

Date: November 29, 2024

Customer Calls:

Total: 7 Resolved: 7

TN811: Taken: 237 Required Action: 81

Sewer Taps:

New: 8 Completed: 2 Pending: 4 Pending Contracted: 129*

* Contracted Taps were consolidated from active records.

Projects Underway:

1. Cleanup & Paving North Jonesborough Community
2. New School Ball Field Sewer
3. Sewer Taps – 151 OSR 34 & 1401 E. Main.
4. Station Repair and Maintenance – Winterization Prep

System Maintenance:

Line Cleaning: 100'	Line Inspections: 100'	System Repairs: 2
Station Repairs: 6	Station Cleaning: 6	STEP Unit Repairs: 2

Overflows/Releases/Bypasses:

None

Town of Jonesborough
Environmental Services
Department Monthly Report

November 1, 2024
thru
November 30, 2024

Wastewater Plant: The WWTP is running well. The Diesel Redundancy Pump did not operate in November. The month of November experienced 12 days of precipitation for a total of 1.51 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For November, this rate was 27%, equating to an average of nearly 163,000 gallons daily.

Wastewater Plant Compliance – November 2024

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	6mg/l – 34lb/d	21mg/l – 167lb/d	N
CBOD Weekly	7mg/l – 37lb/d	25mg/l – 208lb/d	N
CBOD Daily	8mg/l – 97%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	1.2mg/l – 6.3lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	1.5 mg/l – 7.9lb/d	12mg/l – 100lb/d	N
Ammonia Day.	1.9 mg/l	16mg/l	N
TSS Monthly	8mg/l – 41lb/d	30mg/l – 250lb/d	N
TSS Weekly	9mg/l – 59lb/d	40mg/l – 304lb/d	N
TSS Daily	12mg/l – 95%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	1.6/100ml	126/100ml	N
E. coli Daily	6.3/100ml	941/100ml	N
Chlorine	0.31 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	8.0 mg/l	6.0mg/l Minimum	N
pH	7.3su/7.6su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 11/23/24 and should not be considered conclusive for the entire month.

Sewer Construction/Collection System: No Releases, Overflows, or Bypasses occurred during November. Numerous sewer taps, site cleanups, and system repairs were made during the month of November.

Industrial Pretreatment: The Semi-Annual Report was accepted and deemed complete by TDEC. All industries are currently in compliance with their industrial pretreatment permits. The APC in Telford is progressing and expected to open in January of 2025.

NPDES Permit: The WWTP is in full compliance with the 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

11/01/2024 to 11/30/2024 as of 11/29/2024
 ...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	200
WW-Corrective	20
WW-Construction Work	16
Total Work Orders:	236

Work Orders By Type

09/01/2017 to 11/30/2024 as of 11/29/2024
 ...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	130
WW-Requested Work	1
WW-Corrective	4
WW-Construction Work	1
Total Work Orders:	136

	Current Month	Previous Month	% Change
Work Orders Generated	315	335	6%
Percentage of Completion	75%	90%	-15%
Work Orders Completed	236	301	-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 December 2, 2024

For the week of December 2, 2024, the total amount of water processed was 82,199 million gallons for the total gallons produced of November, 2024; with a daily average of 2.739 million gallons, a maximum of 2.821 million gallons, and a minimum of 2.530 million gallons.

This is the weekly report for the week of December 2, 2024,. On Tuesday of last week, bidders survey security camera quotes for the water plant locations and off sites at water tanks and Raw Bldg., Tuesday, Nov.19, Johnson controls looked at water plant off sites locations for cameras and looked at the 4 water tanks and pump stations sites for a bid cost. We are very close to finishing all the bids and selection. The Zion Divers have a quote in place for screen repairs on December 15 week and also the well-- pumping quote is in to finish the well pumping of sand. On December 5th, we will pull the last quarter of DPD samples for 2024 on disinfection by-products sampling for the State of Tennessee TDEC. I have a date, December 9 for the Chemineer. mixer for installation by Johnson company out of Georgia with the new mixer unit install.on Dec. 9, 2024. The state TDEC Monthly report is due on Friday Dec. 6th and will be finished this week. All BacT samples were collected for November and completed for November and the monthly report.

Monthly Report December 2024

Mitchell Calvin, Digital Media Manager

Websites

- Updated the .com home page to show the newest events coming up
- Daily/weekly website edits for the .com, .org, McKinney Center and Wetlands sites
- BMA Agenda updates on the .org site
- BMA Meeting Minutes updated on the .org site
- Post links for online town meetings when needed
- Update Google calendar (used on .org, McKinney and tourism sites)
- Update back end calendar for .com site
- Post Town Employment openings on the .org site
- Answer/forward email inquiries that come to .com site
- Review websites for broken links etc.
- Track online Employment Applications
- Prepare deposit summaries and submit to Gina
- Track online Registration Forms
- Working on SEO for .com, .org, and the McKinney Center to help drive traffic to the websites

Senior Center

- Updated the Monthly calendar
- Updated the weekly newsletter
- Updating the centers page on the website
- Adding event announcements to the centers page

McKinney Center

- Monthly marketing meeting
- Creating webpages for upcoming events
- Editing current event pages to show new information
- Added upcoming events to the website and created pages for the event

Marketing

- Attended Marketing meetings
- Attended Main Street Meeting
- Attended JAMSA Meetings
- Creating event pages for new events the team has created
- Uploaded the monthly blog on the tourism website

This week in Jonesborough Newsletter

- Creating the newsletter that is sent out every Sunday with the events for the week
- Making sure the calendar is up to date on the events for the week
- Checking Facebook and websites for events happening at downtown restaurants and shops
- Reviewing the analytics to see how many users opened the email and how many clicked on links leading them to Jonesborough events

Christmas in Olde Jonesborough

- Helped handout promotional items for the event
- Attended Christmas meetings to plan the upcoming events
- Created the page on the .com site, adding in all of the Christmas events and the ticket links if the event required it.
- Updated the jbochristmas.com event page as events changed and sold out.
- Tracked Parade Applications through RegFox

- Created the program for each week of the season and updated the information for this years event in the program.
- Updating the website weekly to show what events are happening currently

Lighting of the Tree/Whoville Christmas

- Printed and folded the programs for Whoville
- Printed and cut the program for the Lighting of the Tree
- Helped get the new snow machines put together and running on the Lighting of the Tree night.
- Set up sound for Whoville
- MC'ed for the Whoville Cheermiester contest

Google Analytics (Analytics Next Page)

- Monitored the Google analytics for the .org, .com, McKinney and Wetlands site
- Christmas in Ole Jonesborough has 3,930 views since updating the information on the page
- The Jackson Theatre Grand Opening has 2,260 views
- Made Around Here Market has 2,119 views
- The Town calendar and Town Employment are both the top viewed page on the tn.org site

November 2024 Monthly Report

Tasks Completed & Updates

1. Main Street & Downtown
2. Marketing
3. Social Media

Main Street & Downtown

- Attended the JAMSA marketing meetings and the JAMSA Breakfast to talk about events happening that weekend (10/21)
- Worked Sugar Plum Sip & Stroll, Whoville, and Small Business Saturday
- Sugar Plum Sip & Stroll meetings with JAMSA and Tourism/Marketing Department
- Cameo, Susan, and I transformed the Pumpkin Hut into the Sugar Plum Fairy Cottage
- Cameo and I stayed late on Thanksgiving Eve to make sure the Cottage was ready for Sugar Plum Sip & Stroll on Black Friday
- Had marketing meetings with Amber & Jackson Theatre staff for Grand Opening Weekend
- Attended the Employee Appreciation Lunch

Marketing

- Made Event Pages for all the Christmas Events happening for Christmas in Olde Jonesborough
- Organizing and executed an all day Photoshoot with Robert King Photography for Fall and General Shopping Photos to use in the future (organized 15+ models and escorted around town to different shoot location)
- Posted for jobs hiring in Jonesborough on Civic FB page
- Book 12-15 TV Spots with WJHL for events happening in Jonesborough (Soups & Songs Fundraiser, Christmas in Lincoln Park, Christmas in Olde Jonesborough, Sugar Plum Sip & Stroll)
- Worked Jackson Theatre VIP Night
- Worked and took pictures of JRT performance at Jackson Theatre Grand Opening Weekend (Sunday)
- Recorded a TV interview for WJHL (Sugar Plum Sip & Stroll)
- Sent Press Releases for events in Jonesborough (McKinney Center, Chuckey Depot Museum, Christmas Events, Heritage Alliance, etc.)
- Designed a Sugar Plum Sip & Stroll Poster, Instagram Post, Event Cover, etc.
- Design a Christmas at Lincoln Park poster

- Made 2 versions of Table Tents for local businesses around town
- Heavily Promoted Jackson Theatre Grand Opening Weekend events
- Heavily Promoted Made Around Here Market event
- Ran 4 different Ads for Jonesborough Social Media Accounts (General Shop Small Ad, Sugar Plum Sip & Stroll Ad, Jackson Theatre Ad, and Made Around Here Market Ad)

Social Media

- Created many general Jonesborough social media posts and reels. Made 2 reels and MANY social posts
- Created Event pages for Sugar Plum Sip & Stroll, Jackson Theatre Movie Showings
- Updating the Jonesborough Civic Page with Road Closure Updates, General Leaf Info, National Holiday and more
- Jackson Theatre Social Posts

Reels:

Historic Jonesborough Instagram:

- Made Around Here Market Reel: <https://www.instagram.com/p/DCKABMJRsMW/>
- Jackson Theatre Reel: <https://www.instagram.com/p/DCZt7wxi0U/>
- Shop Small Sunday Reel: <https://www.instagram.com/reel/DDCvjnYxBLa/>

Jackson Theatre Instagram: <https://www.instagram.com/thejacksontheatre/>





Sugar Plum Sip & Stroll

NOVEMBER 29TH
4:00-6:00 PM

**SHOP LOCAL AND ENJOY
NUTCRACKER & CHRISTMAS-
THEMED FOODS AND BEVERAGES**

ALCOHOLIC AND NON-ALCOHOLIC OPTIONS AVAILABLE



Tickets

\$15 **\$20**

**NON-ALCOHOLIC
TICKET**

**DRINK TICKET
(INCLUDES 5 DRINKS)**



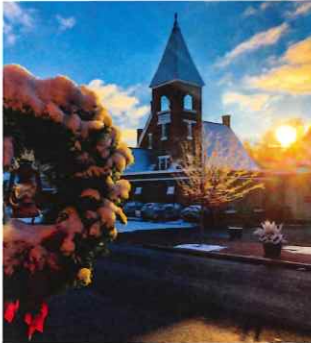
PURCHASE TICKETS AT JONESBOROUGH.COM



Christmas
IN OLDE
JONESBOROUGH

DECEMBER 14TH

CHRISTMAS PARADE
6:00 PM



Christmas
IN OLDE
JONESBOROUGH

DECEMBER 21ST

CHURCH STROLL
11:00 AM - 3:00 PM



Christmas
IN OLDE
JONESBOROUGH

DECEMBER 7TH

A DOGGONE CHRISTMAS
11:00 AM - 3:00 PM

Christmas
at Lincoln Park

Kick off the Holiday Season
and join us for the first
Christmas at Lincoln Park!
Experience the magic of Christmas as we light up
the Christmas trees decorated by local businesses!

DECEMBER 6th 6:00 PM

307 East Main Street Jonesborough TN

ALL PROCEEDS BENEFIT THE
SENIOR CENTER BENEVOLENCE FUND

- * PERFORMANCE BY JONESBOROUGH NOVELTY BAND
- * PICTURES WITH SANTA
- * FREE SMOKES STATION
- * COFFEE & HOT CHOCOLATE



Christmas
IN OLDE
JONESBOROUGH

DECEMBER 14TH

CHRISTMAS PARADE
6:00 PM

Christmas
IN OLDE
JONESBOROUGH

NOVEMBER 29

SUGAR PLUM SIP & STROLL 4 PM - 6 PM
LIGHTING OF THE CHRISTMAS TREE
6 PM

NOVEMBER 30

SHOP SMALL SATURDAY & WHOVILLE
11 AM - 3 PM

DECEMBER 7

DOGGONE CHRISTMAS 11 AM - 3 PM

DECEMBER 14

SANTA'S CHRISTMAS VILLAGE
11 AM - 3 PM
CHRISTMAS PARADE 6PM

DECEMBER 21

CHURCH STROLL 11 AM - 3 PM

JBOCHRISTMAS.COM

Sugar Plum
Sip & Stroll

NOVEMBER 29th
4:00-6:00 PM

SHOP LOCAL AND ENJOY
MITSCHACKER & CHRISTMAS-
THEMED FOODS AND BEVERAGES
ALCOHOLIC AND NON-ALCOHOLIC BEVERAGES AVAILABLE

Tickets
\$15 \$20

NOVEMBER 29th 4:00-6:00 PM
PREGAME TICKETS AT JBOCHRISTMAS.COM

SOUPS & SONGS

December 2, 6pm
McKinley Center
103 Franklin Ave
Jonesborough

Theresa Hammons, McKinney Center Director, Monthly Report – November 2024

Fall 2024 Classes – Classes are wrapping up. We just have a few left. Our Fall Student Art Exhibition and Performance will be on Thursday, December 12, 6-7pm. Nori and Martha, our AmeriCorps volunteers installed the student art work this semester. I helped them with some questions, but they pretty much did it on their own this time.

Spring 2025 Classes – registration for spring 2025 is right on target. We have approximately 55 people registered for classes and 3 classes have already been made. We are promoting classes on all social media platforms. I have booked digital billboards around the tri-cities before and after Christmas. We have done several media spots and will continue to do so. We are also writing featured stories on our new faculty and sending those the H&T as well as putting them on social media. I've also processed several scholarship applications.

Hallway Exhibition Program – We took down the Halloween Haunts and Happening Exhibition in early November. We had several people visit the exhibit during the month and several during Halloween Haunts and Happenings. We will continue this exhibit due to the great response.

Budget, Building, and Grounds – In November we received many of the items that we had ordered including new mic headsets and body packs, new table cloths, a bulletin board, name tags, laptops for Skye and Bre. We will be working on another round of updating building items after the holidays.

The Street Department mowed the Broyles field and cleaned up the fence line between the property and the McKinney Center. The area looks much better now.

Dr. Bill Kennedy came to assess the barn on the Broyles property. Overall, he did not feel that it would be salvageable. He stated, "it was not built well to begin with". I agree with him. In similar situations with board and batten houses he has seen structures saved by going into the inside and putting in supports from the inside of the building. He felt like there wasn't enough substantial wood there to do that in this case.

He did point out a few things:

1. The spindle design is the same on the front and back. The side spindles have a different pattern.
2. The spindles seemed like the Chester Inn spindles.
3. The spindles and the outside boards are hand cut.
4. Some of the inside is saw cut which demonstrates add-on components to the structure.
5. The structure could date back to the 1840's or 1850's. That is when other board and batten structures were popular in Jonesborough.
6. He said that it was, "leaning in all directions," and it is "too far gone."
7. He said it would be nice to document it and talk to Sarah about it. So, Anne and I are going to plan that.

We also talked about using the spindle styles in any future structures or to think about ways we can memorialize the features of the structure.

After we interview Sarah, if we find out the structure's story, maybe there would even be a reason to create a reconstruction of it using some of the original elements.

Dr. Kennedy feels that saving the spindles and any elements of it would be ideal.

So, he didn't say what I was hoping he would say, but I still think we could do something historical and creative with the structure or elements of the structure.

If we build any new structures on the property, maybe we use the spindle patterns in the architecture of the new structures.

I also received the first water bill for the Broyles Floral shop and worked with Craig and the water department to get the water turned off and the garbage cancelled until it is needed.

Our refrigerator in the kitchen has been on the fritz. Rick and Roger have fixed it a couple of times, but it again is not working. Rick will be helping me secure a new one. We also have a parking lot lamp out and will be getting that fixed soon.

Bre took a week off around Thanksgiving. While Bre was out I assisted two individuals with rental requests.

Training – I have scheduled my staff and I times to go through several of the PEP trainings that Lt. Peace assisted me with. We will be doing these now through February.

StoryTown Programs

StoryTown Radio Show – I spent a lot of time in November working on the Soups and Songs Fundraiser. Anne worked very well with me and other MKC staff implementing new ideas and a new format for the Soups and Songs fundraiser. She secured Portail du Son and Thankful Baptist Church to provide music for the event. I knew that the show was going to be a success this year. I worked on ordering nicer table ware for the event to elevate the environment (salt & pepper shakers, dressing servers, bread baskets) I also worked with Malcolm to get a portable lamp for the field so we could use it for overflow parking. All staff worked on setting up the event and cleaning up. Anne got Noel's and Gabriel's to design the table décor. All the work paid off. The event was sold out with 125 tickets sold. Last year we sold 95 tickets. I had several individuals tell me that this year's event was the best one yet!

Number of Radio Show Ticket Sales

Month	2023	2024
January	35	0
February	18	125
March	45	98
April	35	71
May	27	78
June	24	111
July	48	78
August	29	63
September	44	82
October	82	100
	387	806

Jackson Theatre – Anne worked closely with David Verde to complete the videos for the Jackson Theatre Grand Opening. My son and I attended the VIP opening night. Anne attended the Storytelling Night events. Anne and I also met with Amber Crumley to discuss the Radio Show season premier which will be held at the Jackson Theatre in January.

Marketing – Our MKC staff meeting at least once a week to go over programs and events. We also discuss how we can market those things. Skye has worked on multiple marketing efforts this month for social media and creating graphics for billboards, spring classes, soups and songs, upcoming MLK events and food drives, etc.

Isabella scheduled Anne and I for several tv and radio spots in November. Our AmeriCorps volunteers are writing featured stories on new faculty. Anne and I help them revise these press releases closely for printing.

Our podcasts are doing well. Nori has taken over the narration of the StoryTown podcasts that Isaac was doing. Nori is doing a great job.

We met with the Marketing team earlier in the month to discuss rebranding ideas for the McKinney Center. Isabella is working with us on color and font choices.

Recovery Efforts – The Lamar family that we sponsored has received everything on their wish list. I'm still getting donations for the father and 3rd grade daughter who lost their rental home in a fire the week after the flood.

Other Tasks:

- Prepare agenda and preside over Weekly Staff Meetings.
- Prepare agenda and preside over Advisory Committee Meeting.
- Attend Main Street meeting.
- Attend JAMSA meeting.
- Approve AmeriCorps Time Sheets, paperwork, and reports.
- Prepared and coded invoices.
- Sent Gina Course Storm deposit information from classes.
- Attended Supervisor Meeting.
- Reviewing preservation grants for our windows.
- Reviewed other grants for other potential programs.
- Judged Tennessee History Day for East Tennessee.
- Turned in the Employee information forms and personnel policy pages.
- Reviewed the Rental Billboard graphic.
- Created a staffing schedule for the weeks/days around Christmas.
- Decorated Christmas trees for the auditorium
- Worked with other departments to create ideas for Senior Center trees.
- Requested a check for the Heritage Alliance for Legs in a Barrel.

- I double checked payment requests when we received overdue notices, HighRoad, Hamilton Textiles, Water Bill, and Galaxy Audio for Body Packs.
- Sent MLK exhibit information to public art teachers again.
- Scheduled head shots for staff for the website.
- Setup meetings with Parks and Rec staff to discuss landscaping and future programming
- Attended a Tennessee Arts Commission Grant workshop
- Ordered Clay from KY Mudworks which is a new vendor. Our regular vendor, Highwater Clay, was destroyed during the flood.
- Helped schedule the next supervisors meeting in December which will be at the MKC.
- Helped schedule the 2025 Town Christmas Party which will be at the MKC

November 2024 Monthly Report, Skye McFarland

Outreach

During the month of November, we did not have the same amount of in-person outreach events as we entered the colder months. We have been able to get out quite a few Spring catalogs. We will end the month at the town's Whoville Christmas event on November 30th, so we will likely see a good jump in our numbers there. I have worked with AmeriCorps, Martha Blaser, to create a craft for Whoville Christmas and Santa's Village events coming up in November and December. We have created a craft, ordered supplies, and prepared them. We will run the craft and instruct volunteers while we work the event. Social media is pretty on par for this month as we had an ad running for Soups & Songs and we have been posting the Spring Semester. We are about to run an ad for the Spring semester, as well. I work to post almost every day with classes, upcoming events, and the Spring classes.

Facebook - Page Followers: 5,358

Page Following: 38

Instagram- Followers: 1946

Reach: 819

YouTube - Subscribers: 263

Watch Time: 14.3 Hours

New Subscribers: 5

Month	Number	Digital	Paper	
January		24,573	8,300	32,873
February		11,296	145	11,441
March	850	37135	50	38,035
April	580	30940	40	31560
May	40	29729	100	29869
June	466	18876	20	19362
July	480	20,904		21384
August	970	51,923	9,000	61893
September	160	38,056	40	38256
October	100	21,110	40	21250
November		20,909	225	21134
December				0
				327,057

Volunteers

For November, this far, we have not had many volunteer hours as we have not hosted a lot of events or done much outreach, but as we end this month, we will have hours from the Whoville Christmas event. We also will have almost 100 hours of volunteering as we enter December with our Soups & Songs Fundraiser as we have 46 volunteers for this event alone. During this month I have worked to recruit these volunteers, keep track of what we need, and stay in touch with volunteers to give them instructions before working an event.

	McKinney	StoryTown	Total
January		112	112
February	4	115	119
March	18	116	134
April	36	118	154
May	25.5	102	127.5
June	61.5	127	188.5
July	30	158	188
August	17	128	145
September	35	120	155
October	38		38
November			0
December			0
			1361

Diversity & Equity

The Diversity & Equity Sub-committee met on November 1st, late for our October meeting, and again on November 21st. Our November 1st meeting went over upcoming and past events at the center. Our November 21st meeting was one that was casual as we met for dinner. I worked to create the agendas for these meetings and collaborate with members to schedule meetings.

After some discussion with our moderators for Conversations That Matter, we have decided to discontinue the series. We have done a great job interviewing folks for the past four years, but we feel our time has concluded. Plus, one of the moderators is working on their dissertation. So, moving forward we have discussed committing to a greater focus on outreach to some different groups than we typically reach and a focus on the Booker T. Washington alumni.

Marketing & Miscellaneous

Videos: During November I created a slideshow video for the Spring 2025 semester and for the Soups & Songs fundraiser, both to be used in social media to promote them. I also worked with Anne Mason to create a video to share about the upcoming Season Passes that will be available to purchase for StoryTown. I created a graphic, edited the video, and recorded the video. I have also created a video of the Watercolor Online classes' work for our Student Art show.

Photography: This month I took photos of a couple of classes, ornaments that we will be giving out at Soups & Songs.

Graphics: I created the Soups & Songs poster, graphics for 4 weeks away through day of, created the January StoryTown poster. I created a billboard for rentals, created graphics for ornaments for our Lincoln Park Christmas tree, created a Spring Catalog billboard, finalized the MLK Art exhibit poster, and created the MLK Food Drive flyer and graphics. Over this past month I also received a new PC and have had the ability to download Adobe Illustrator, and I have spent time teaching myself how to best use this new application, as well.

I have spent time this month planning the Conversations that Matter dinner on December 18th. I scheduled the event with Main Street Catering and invited all past guests to attend. I created another rainbow themed star for our Christmas tree as we only had one, for some reason and needed two.

Breanna Walker-Schadler November Monthly Report- McKinney Center

Classes & Special Events:

The month of November is when the fall classes come to an end. We hosted the last sessions of adult pottery with Jess, the kids' classes with Sydney, and private lessons with Jonathan Edens. Karen Hitchcock hosted her glass fusion ornaments workshop in early November. Earlene Hopkins had class this month and will teach her final two classes in December. We had 96 students in the building for November.

Anne G'Fellers Mason attended the Jackson opening weekend, specifically Saturday the 16th. That night the film she wrote, along with David who produced it, was shown for the first time to a sold-out theatre. She also performed a 20-minute short play with the StoryTown Radio Show cast about the different Jackson Theatre stories she collected over the past six months. There were 280 general visitors to the center during the month of November.

Rentals:

There were twelve rentals in the month of November. A church group rented the auditorium for three Sundays and were in classroom 2 for one Sunday. They paid a total of \$337.50 for all four rentals. The Washington Co. Republican Women held a luncheon here the morning of November 4th and paid a total of \$300.00 for the rental. A David Crockett High School group rented on the evening of Monday, November 4th for a banquet and paid a total of \$80.00 for the rental. A community member rented our auditorium on November 9th for two hours to dance and paid a rate of \$130.00. The Tennessee Arts Commission used the auditorium the afternoon of November 14th for less than 3 hours, and were a comped rental. A community member held a baby shower on November 16th for four hours in the auditorium and paid \$400.00. A community member rented the auditorium the afternoon/evening of November 19th and paid a total of \$312.50. The Washington Co. Sheriff's office held a mental health meeting in our auditorium for about two hours and the rental was comped. The Jonesborough Storytelling Guild held Tellabration at the center on Saturday the 23rd and paid \$100.00. Total rental income for November was \$1,660.00. There were 673 rental guests.

Front Desk:

I spend a good portion of my shift physically sitting at the front desk to welcome people as they come in and out of the center. Since we released the Spring 2025 catalog last month, most guests who have come in want to get a physical copy of the catalog or want to ask questions about the classes. Most of the phone calls this month were general questions and requesting help to register for classes and help purchasing tickets for the Soups and Songs fundraiser. I coordinated with Roger to make sure the classrooms are set up for what classes we have left and rentals. The November Advisory Committee meeting was on November 21st. We distributed the agenda with the October meeting minutes. I attended weekly staff meetings.

MBM Support:

The remaining classes at the center are winding down. We had four teachers teach during the month of November. I communicated with them about roosters, student needs, and set up for classes. I had to help Jess unload the kiln for her clay class due to time constraints and multiple people needing the kiln. I helped Theresa submit the teacher payments for the month of November.

Now that the Spring 2025 catalog is out, I have began to work on the spring teacher excel sheet, which details every class that teacher teaches, how long they are, expected pay by month, etc. From that excel sheet we will make the spring teacher payment schedule and the spring teacher letters of agreement.

I spent time revising the center's weekly calendars for November as necessary. I worked with the hosts to get their time off requests for December. From there, I worked on scheduling hosts for the remaining December classes and the December rentals. The shifts were put online to sling. There are eleven rentals on the schedule for December, and we will probably be adding quite a few last-minute December rentals as we get closer/into the month.

The Halloween Haunts & Happenings exhibit came down on November 3rd. Artists came in that day through that Wednesday to come pick up art. The AmeriCorps Volunteers and I spent time contacting artists to come pick up their work. When they came to pick it up, we made sure each artist signed their loan agreement. I contacted the individuals who purchased art that the art they purchased was ready to be picked up.

A good portion of November was spent preparing for the Soups & Songs fundraiser. I spent time making ornaments, glazing the ornaments, unloading the ornaments from the kiln, and tying ribbon through the ornaments. We spent time reviewing silverware and plates to really elevate the quality of products people use during the event. I organized the ticket data from 2023 to track how we are doing in ticket sales in comparison. We are on track. I sent out an email blast to past customers who hadn't bought tickets yet, and as a result as sold over 10 tickets in one day.

Donations:

We received \$200.00 from a committee member to help feed the StoryTown cast and musical guests during Soups & Songs.

Martha Blaser – November 2024 Monthly Report – McKinney Center

McKinney Center:

- Halloween Haunts & Happenings
 - Helped with Halloween Haunts & Happenings on 10/31
 - Passed out Spring 2025 Classes catalogs to attendees
 - Assisted children with jack-o-lantern craft
- Christmas Events
 - Began planning for Christmas parade float
 - Began planning and preparing crafts for Whoville and Christmas Market outreach events
- Student Show
 - Measured all pieces of artwork, chose appropriate frames, and began framing pieces
 - Began making plan to place pieces in appropriate locations around building
- Soups & Songs
 - Worked to glaze ornaments for Soups & Songs event on 11/6
- Meetings
 - Attended branding meeting on 10/28 to discuss McKinney Center and StoryTown color schemes
 - Attended meetings for 2025 McKinney Center Events Calendar and discussing the plan for the Senior Center Tree
 - Attended Diversity and Equity Committee meeting on 11/1
 - Attended Advisory Committee meeting on 11/21
- Catalogs/Classes
 - Went to the Jackson Theater over several days to work on printing McKinney Center Spring 2025 catalogs for distribution
 - Called area private schools to ask if we could send spring catalogs to them
 - Wrote press releases for faculty of upcoming spring classes
- Front Desk
 - Watched front desk and assisted visitors as needed
- Booker T. Washington School Tour
 - Had a meeting with Adam Dickson at Langston on 11/18 to discuss the Booker T. Washington School Tour project
 - Worked on research to use for tour project
 - Listened to and read past interviews of BTW alumni
 - Watched “Nancy” and listened to StoryTown podcast episodes about Black history in Jonesborough

Outreach:

- Delivered posters and catalogs to businesses in downtown Jonesborough
- Halloween Haunts & Happenings
 - Spray painted and tied strings on wooden pumpkins
 - Helped children with the craft during the Halloween event on 10/31
- Christmas
 - Started planning for Christmas outreach events

Noriah Shaw November Monthly Report- McKinney Center

Outreach:

This past month Martha and I went downtown and passed out copies of our spring catalogs, as well as posters for soups and songs to local businesses. We had many folks stop us as we walked and asked who we were and what we were passing out, and we had the opportunity to tell them about the McKinney Center and give them a catalog.

Social Media:

I made social media posts on StoryTown Instagram and Facebook on November 7th, 11th, 21st, 27th, and 29th. These included podcast announcements, sharing that the McKinney Center's Spring catalog was published, announcing the broadcast of our radio show and a holiday gift idea post. I also helped create our "faculty spotlight," posts for the McKinney Center's social media accounts.

StoryTown: Voices of The Archive, Story snippet. Radio Show

This month, I worked on our Voices of The Archives Podcast. I recorded audio and edited the podcast until it was finished, when I posted it on Nov. 11th. Another project I worked on this month was preparing a short story for the December portion of our newsletter. This process involved shorting through the many transcribed stories in our archives and selecting one I thought was appropriate for our newsletter. Once I found one, I cleaned it up and formatted it to be shared. I also assisted with this month's edition of our radio show. I helped set up, and got folks checked in, as well as assisting Anne with various other tasks. I also helped clean up after the event was over.

Front desk:

When Bre goes to their lunch at 1pm, I cover the front desk. I answer phone calls while they're away and greet any visitors we have. If a caller needs to speak with a member of our staff who is unavailable, I gather their information and leave a note for Bre to reach back out to them. I also assisted in covering the desk while Bre was out for a few days, on Nov. 18th, 25th, and the 27th.

Special events:

This month, I assisted in sculpting and glazing ceramic Christmas Ornaments for our upcoming Soups and Songs event. I also took part in our previously mentioned Radio Show on Nov. 25th, where I helped set up for the event, helped attendees check in, assisted with various tasks, and helped clean up after the event.

November 2024 Monthly Report, Anne G'Fellers-Mason

Program Manager

StoryTown Radio Show/StoryTown Initiative

The "Legs in a Barrel" Murder Mystery was a big hit with over 100 people in attendance. It was a great end to the 2024 season of the Radio Show.

- 1) We have currently raised \$3,700.00 in sponsorships for the 2024 season and expect \$300 in sponsorship money for Soups and Songs.
- 2) As of this report, we only have 29 tickets left to sell for Soups and Songs on December 2nd. This is the most tickets we've ever sold for this event prior to Thanksgiving.
- 3) StoryTown Radio Show 2025 Season Passes are on sale now. We will do a big push for these at and after Soups and Songs. The 14th season will kick off at the Jackson Theatre on January 27th with Carson Peters as the musical guest.
- 4) StoryTown Radio Show was a part of the Storytellers' Night during the Jackson Theatre's grand opening weekend. That night was sold out.

Jackson Theatre Project

The full-length film premiered to a sold-out crowd on November 16th at Storytellers' Night. A lot of the people who shared their stories and actors were present. The screening was a resounding success. It was wonderful to be involved with this project from start to finish. I am still actively collecting stories about the theatre for future use.

Story Collecting Class/Story Brigade

Seven people participated in this class, including the McKinney Center's two AmeriCorps volunteers. In the new year, StoryTown will be hosting quarterly Listening Days at the Senior Center. Regrowing the Story Brigade is still a work in progress, but I believe two people from the class will join the Brigade.

2025 Planning

The McKinney Center and StoryTown are actively planning for 2025. The new season of the Radio Show is set. Play in a Week Camp will be back in June. Listening Days will return on a quarterly basis and there will be another Story Collecting class at some point next year. I am also trying to work another play into the schedule, details TBD. A Spot on the Hill will be back in October 2025. The big Community Play will return in 2026 as a part of the 250th anniversary of the United States.

Podcast

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

Total Downloads: 214 in the last thirty days

Social Media Posts

Facebook last 28 days

Page Followers: 1,565

Page Following: 434

Most interacted with Post – Day of post for “Legs in a Barrel” Murder Mystery (1,133 post reach & 59 post engagement)

Post reach: N/A

Post engagement: 542

New Page Followers: 7

Interactions Reactions: 256

Comments: 16

Shares: 66

Photo views: 117

Link clicks: 16

Instagram last 28 days

Followers: 822

Reach: 281 (281 from organic, 0 from ads)

Content Interactions: 159

Profile Visits: 51

Link Clicks: 4

The 3-week reminder for Soups and Songs had the most engagement during this time with a reach of 74 and 4 likes/reactions.

YouTube last 28 days

Subscribers: 19

Views: 9

Watch Time: 0.1

New Subscribers: 0

Impressions: 760

Numbers for Month:

StoryTown Volunteers: 63 (Number of volunteer hours, 218)

Additional StoryTown Volunteers: 4 (Number of volunteer hours, 8)

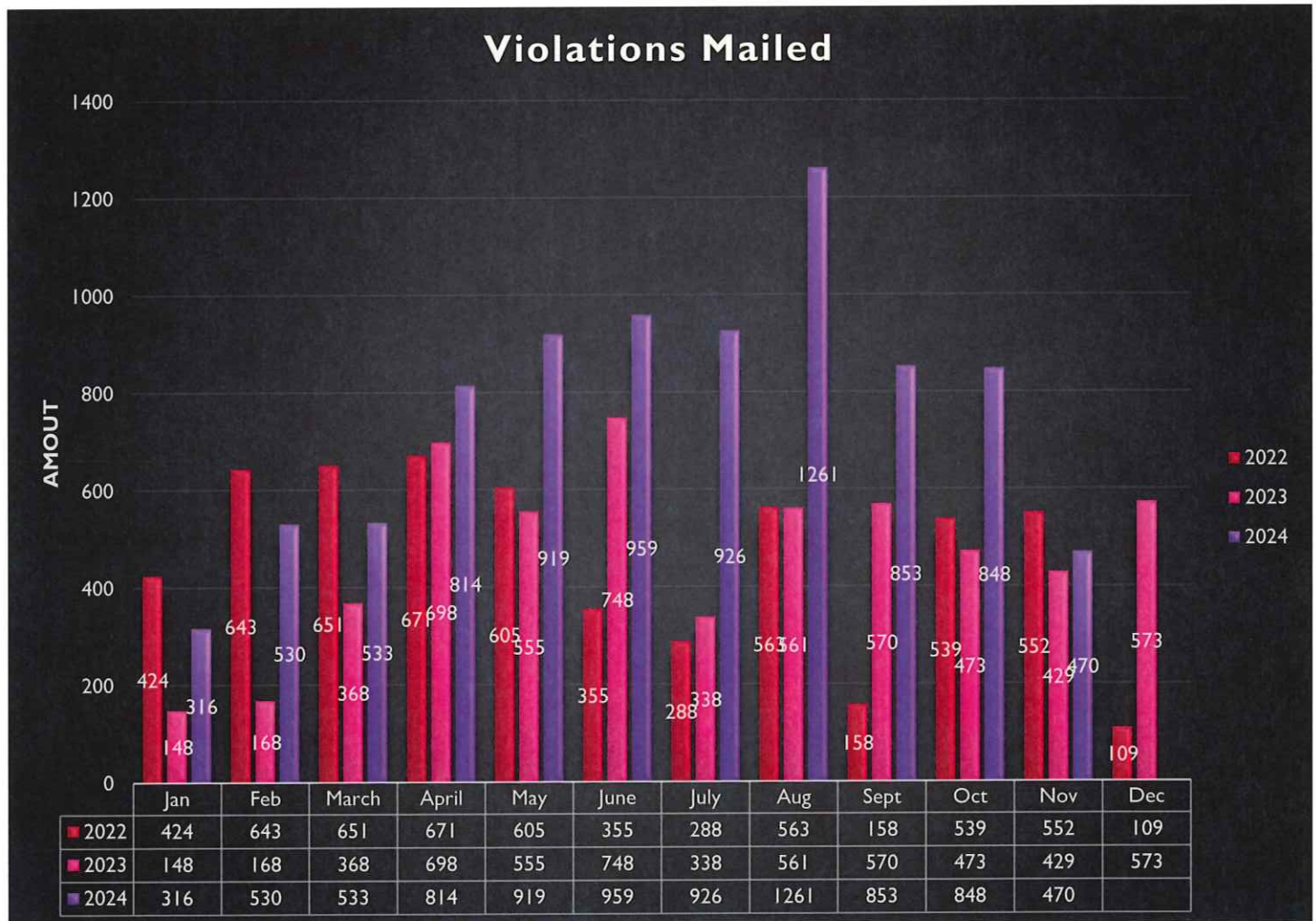
Interactions: Radion Show Rehearsal – 21, Radio Show Performance – 132, Soups & Songs Production Meeting – 1, Soups & Songs Rehearsal – 9, Jackson Theatre Interview – 3, McKinney Center Advisory Board – 4, Marketing Team – 2, Media – 10, Story Collecting Class – 12, Jackson Theatre related – 311, TAC Grant Workshop - 16, JAMSA - 26, Diversity Equity & Inclusion - 3, Misc. – 6 **Total for Month - 556**



Nov. 2024 Redflex Report

From Nov. 1st through Nov. 30th the traffic cameras registered a total of **(704)** violations with **(113)** violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected **(121)** resulting in **(470)** violations mailed. The primary reasons for violations being rejected are Plate/Vehicle Obstruction, Glare/Weather Conditions, Incorrect Plate and Extended Vehicle.

The highest number of violations occurred at Forrest and Jackson Blvd. (Food City) with **(290)** violations followed by Jackson and Forrest (Westbound) with **(174)**.





Jonesborough Department of Public Safety Nov. 2024 Monthly Report

- CITATIONS & ARRESTS**

Offenses	Count
Assault	5
Larceny/Theft	9
Motor Vehicle Theft	2
Extortion/Blackmail	1
Counterfeiting/Forgery	1
Fraud	1
Vandalism	2
Drug/Narcotic	5
Miscellaneous (TIBRS Group B)	7
Miscellaneous (Department Only)	7
Total:	40

Memos	Count
Accident Report Refusal	3
Animal Destruction	1
Assisting Other Agency	4
Crisis Intervention Report	7
Event After Action Report	2
Field Interview	3
Found Property	6
K9 Deployment	4
K9 Training	3
Miscellaneous Information	15
No Tow Form	1
Officer Assistance Form	10
Property Damage/Misc	4
Sensitive Information Report	1
Trespass Warning	11
Total:	75

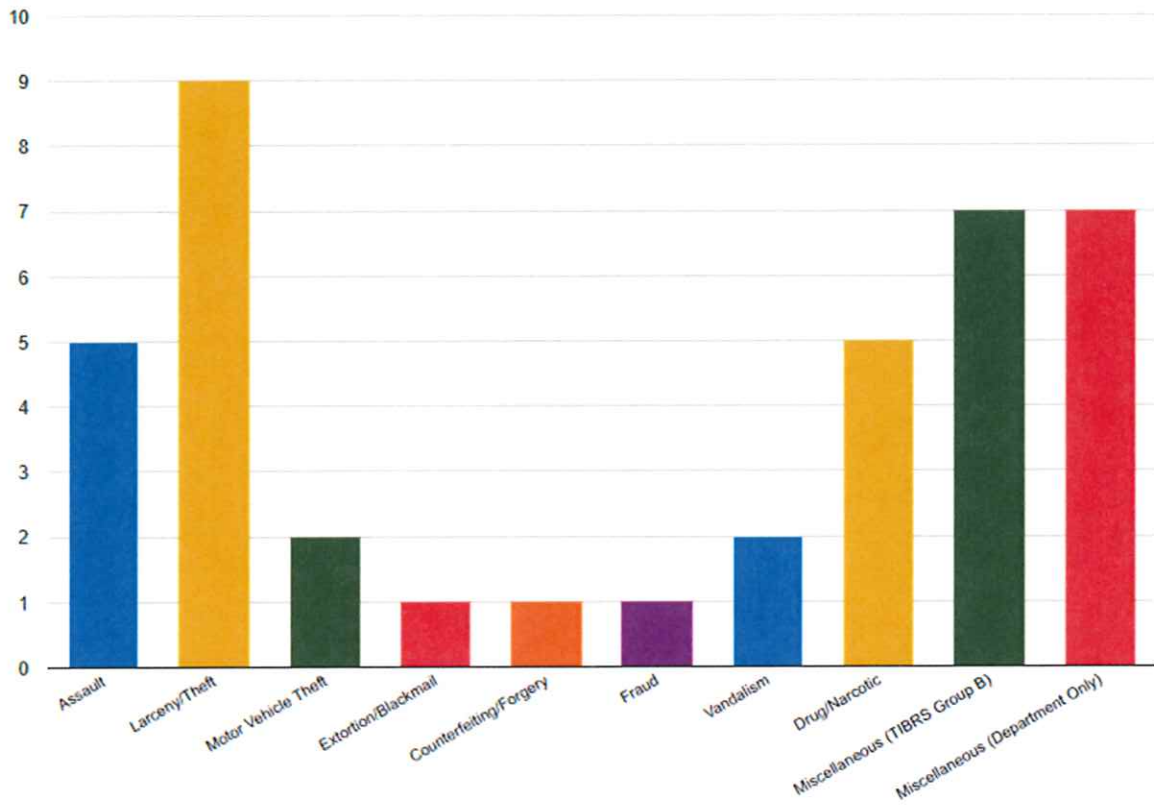
Arrests	Count
Adult (On-View Arrest)	8
Adult (Summoned/Cited)	39
Adult (Taken Into Custody)	3
Juvenile (Summoned/Cited)	4
Total:	54

Crashes	Count
Injury (incapacitating)	1
Injury possible	2
Property damage (over \$ threshold)	24
Property damage (under \$ threshold)	10
Total:	37

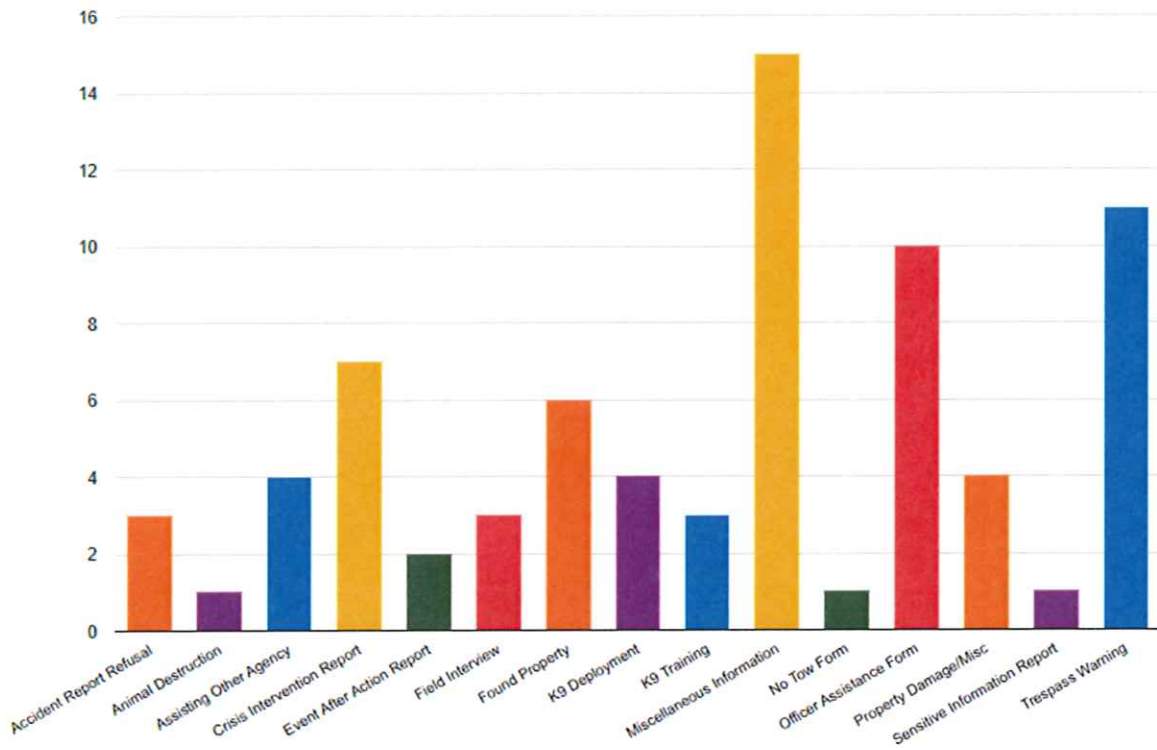
Non-Investigatory Crashes	Count
Total:	0

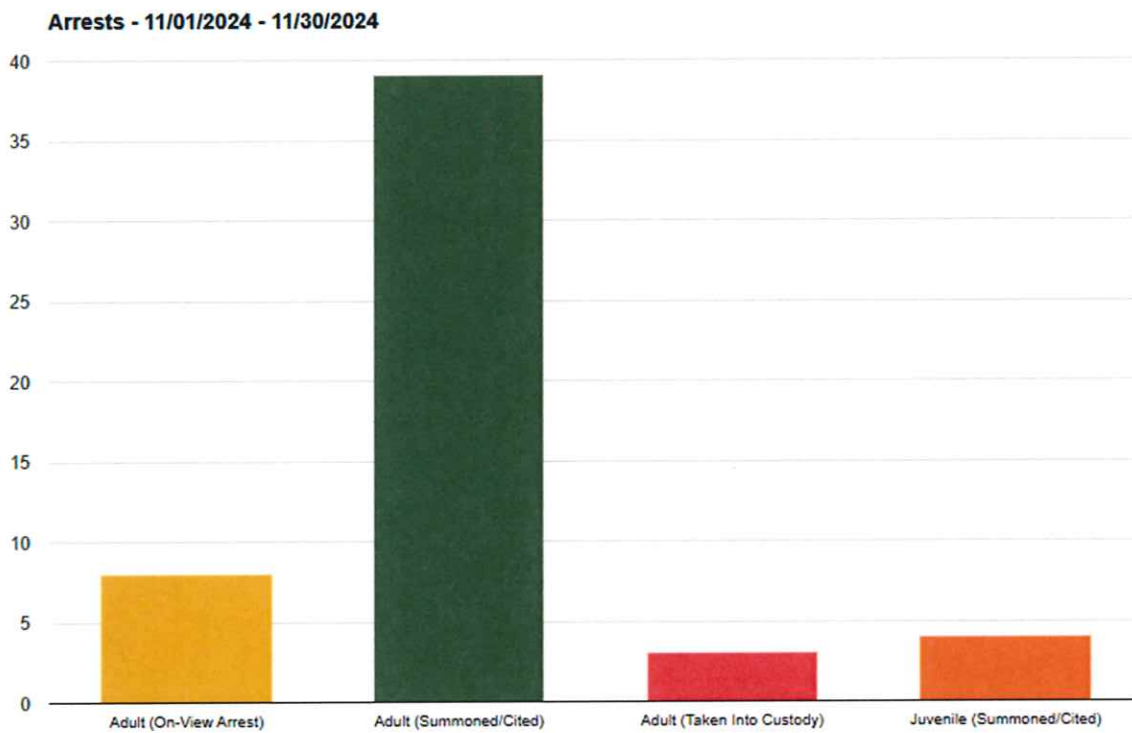
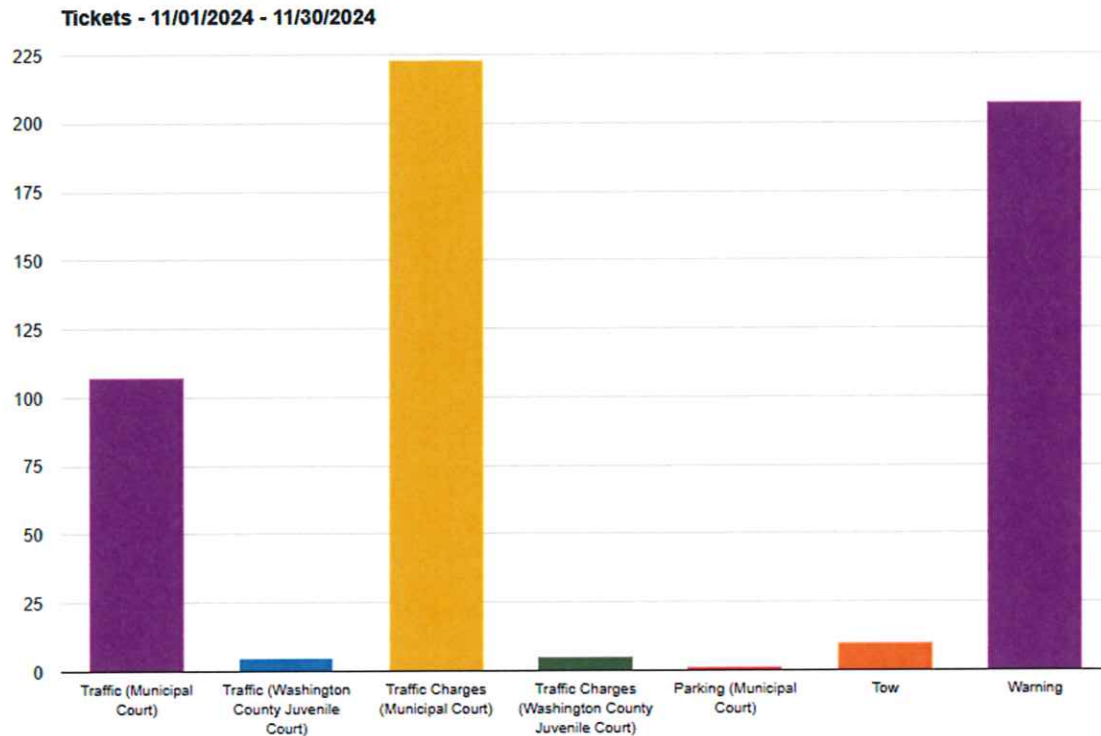
Tickets	Count
Traffic (Municipal Court)	107
Traffic (Washington County Juvenile Court)	5
Traffic Charges (Municipal Court)	223
Traffic Charges (Washington County Juvenile Court)	5
Parking (Municipal Court)	1
Tow	10
Warning	207
Total:	330

Incidents - 11/01/2024 - 11/30/2024



Memos - 11/01/2024 - 11/30/2024



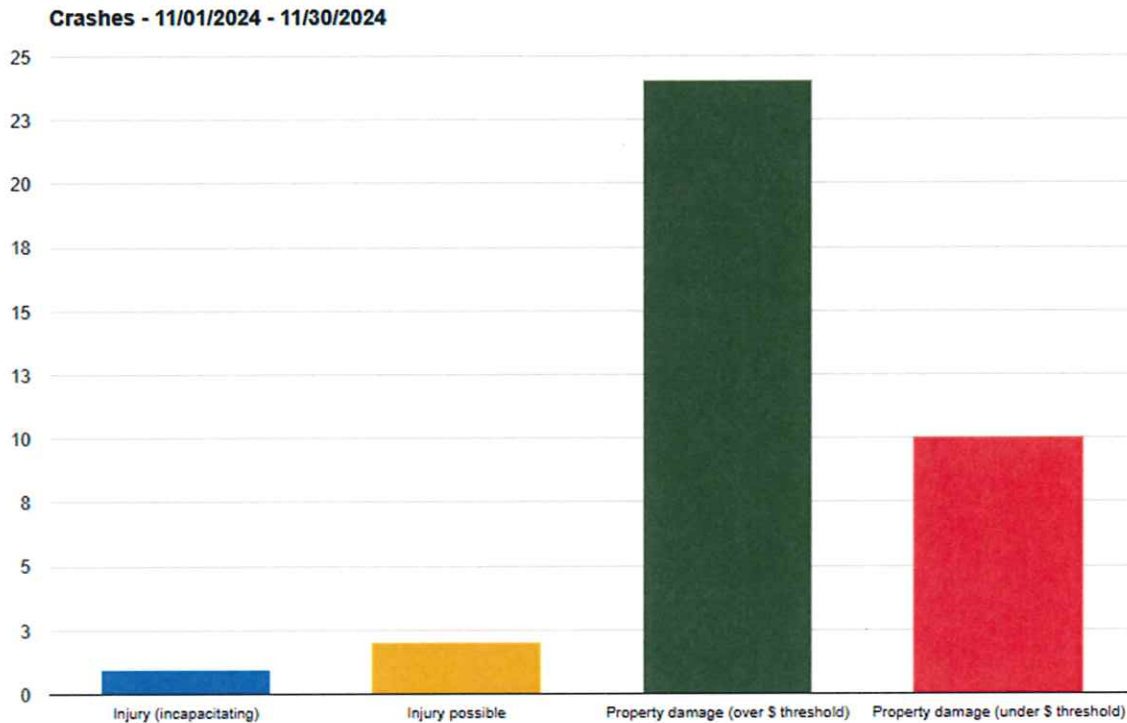


- **CRIMINAL INVESTIGATIONS**

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

- **MOTOR VEHICLE CRASHES**

A total of (37) crashes were reported and investigated for the month of Oct. 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 Nov., K9, *Cygan's* hours were not reported. K9, *Falco's* was involved in (0) deployment and (16) training hours. K9, *Daryl* was involved in (0) deployments and (18) training hours.

- **RESERVES**

The reserve officers contributed (3) hours for the month of Nov. Reserve Officer Collins contributed all these hours.

- **CODE ENFORCEMENT**

There were (0) ordinance violations issued during the month of Nov.

- **DISPATCH TRANSACTIONS FOR JCPD**

For Nov., our dispatchers assisted Johnson City Police Department with approximately (17) transactions.

- **OTHER CALLS FOR SERVICE**

There were (1439) CAD Entries for the month of Nov.



TOWN OF JONESBOROUGH

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

Street Department

Monthly Report

November 2024

The month of November was a productive work month for the Street Department. Street Forces continued to work in earnest on the new Street/Solid Waste facility project, worked on completing a grading project associated with the N. Cherokee sidewalk project and assisted in laying out the new E. Main Street sidewalk project. Street leadership assisted with the operation of the Solid Waste Department after the departure of SW leadership and provided traffic control for an increasing number of street closures/traffic control requirement for special events. Forces began leaf collection season during the month.

Forces continued to make steady progress in the removal of materials from the now razed Street/Solid Waste building, and importing, placing, grading and compacting stone base materials for the new (future) Street/Solid Waste facility. Forces coordinated with the building contractor to lay out the future building footprint, and to ensure the correct base stone materials were placed and compacted in the correct areas for construction. Street Forces and the building contractor, Daniel Brant, laid out parameters for the new structure. The compacted base stone was placed atop a layer of compacted Shale. The building pad was raised in elevation for proper drainage in the future, utilities were identified and discussed, both current utility locations and future locations. The stone grade upon which the concrete slab will be poured was placed and compacted. Grade shots were taken. The contractor drove grade pins for corners of the future building locations, and door and window locations were planned and measured. Forces also continued to load out and remove waste materials from the former (demolished) Street/SW facility. Forces repurposed all the masonry materials to create a new drive area @ the JFD training facility, while the broken wood/insulation materials were loaded and hauled to the landfill. Forces completed operations so the building contractor could begin his work of installing foundation piers for the future placement of the new facility.

Forces worked with Engineer Todd Wood to lay out the E. Main Street sidewalk, a.k.a. First Frontier Trail. Forces measured, laid out and marked the location and width of the trail with Todd in advance of the sidewalk contractor beginning grade work. Forces also collected leaves from any/all yards where the sidewalk will be located, as well as mowing the grass in that area so paint markings will be visible. Communications were kept with the sidewalk contractor so start dates

could be adhered to. Street Forces coordinated with the contractor on sidewalk lay out, logistics, materials, lay down yard etc.

Forces loaded, hauled and placed top soil dirt for finish grading on the N. Cherokee sidewalk project as some finish grading has yet to be completed on the project. Forces loaded and transported dry dirt to the project area, then placed and final graded the dirt. Forces also would do final grading to channel drainage along the shoulder of Thompson Meadow lane. Forces also filled some holes left from street light pole installation and performed other punch list items on the project. Forces began the leaf collection season for the year as well. Forces performed many of the operations and management of the Solid Waste department during an interim time of management in that department.

As ever, Forces monitored, maintained and repaired the storm water system and drainage inlets and structures throughout town. Forces performed animal control duties as well. Forces responded to debris/trees/limbs in roadway calls during the month. Forces also continued to mow town Right of Ways (ROW's) and to trim/clear vegetation at intersections and from around signage at every opportunity. As an ongoing commitment to motorist's safety and driver information, the Street Department continues a 'sign replacement and upgrade' program. Street Forces continue to bring faded or non-retroreflective signage up to modern standards set forth by the MUTCD (Federal standard).

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

Director of Streets
Malcolm Highsmith



TOWN OF JONESBOROUGH

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

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

11/1/24

1. The crew picked up leaves in the Northern part of Jonesborough.
2. James worked on a pad at the old Street Department shop. spreading gravel and grade work.
3. Picked up expired deer on 11E near Walgreen's.
4. Dropped off tractor mower at CO-OP for tire repair.

11/4/24

1. Dropped off leaf vacuum at maintenance for tire repair.
2. Picked up tractor mower from CO-OP
3. The crew picked up leaves throughout the town.
4. Worked on pad at the old Street Department.

11/5/24

1. **Election Day Holiday**

11/6/24

1. Leaf pick-up throughout the town limits.
2. Hauled gravel from Washington County to the Street Department building site, graded/compacted stone.
3. The crew set up a stage for Mary at the Senior Center.

11/7/24

1. The crew picked up leaves throughout the town limits.
2. Hauled gravel from Washington County to Street Department site, graded/compacted stone.
3. Observed, occupied and counted the town's speed tables for repair work.
4. The crew took brush truck to retrieve expired deer at Persimmon Ridge walking trail.
5. The crew spread rock for the new pad at the Street Department.

11/8/24

1. The crew dismantled the stage at the Senior Center.

2. The crew picked up leaves throughout the town limits.
3. Changed out recycle bags for plastic at Distribution site for pick-up.
4. The crew took trash cans to the west side of the downtown courthouse for the Veterans Day event.
5. The crew took traffic cones to the downtown parking area for police traffic control.
6. The crew installed 2 signposts at 222 Headtown Road.
7. Patrolled and took pictures of speed tables that had new chevrons painted on them for insurance purposes.

11/11/24

1. Veterans Day Holiday

11/12/24

1. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond at the 4 facility is functioning as designed.
2. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.
3. The crew picked up leaves throughout the town limits.
4. The crew picked up cardboard on New Street due to a vehicle mishap.
5. Hauled gravel from Washington County to Street Department site, graded compacted stone.
6. The crew changed out recycle bags for pick up on Tuesday afternoon.

11/13/24

1. The crew cleaned the streets downtown.
2. The crew picked up leaves throughout the town limits.
3. James hauled rock from Washinton County to the Street Department building, graded/compacted stone.

11/14/24

1. The crew picked up leaves throughout the Town limits.
2. James spread rock on the new pad at Street Department and did grade work.
3. Mowed Persimmon Ridge, Forest Avenue and Headtown Road where the future sidewalk will be installed.
4. Repaired street sign at Fox and Courthouse Square.
5. Took barricades and cones to Jackson Theatre for events.
6. Set a trash dumpster at the downtown parking area for Jackson Theatre event.
7. The crew swept downtown area street for Jackson Theatre event.

11/15/24

1. The crew picked up leaves throughout the Town limits.
2. The crew worked on getting slab at Street Department on grade.
3. Picked up expired deer on Old Boones Creek Road (990).
4. The Crew swept the downtown area for the weekend events at Jackson Theatre.

11/18/24

1. *The crew picked up leaves throughout the town limits.*
2. *Emptied out plastic recycle Bins at Distribution.*
3. *Checked pothole on Old State Route 34 at Hexpol.*
4. *Repaired pothole at 1041 Meadow Creek LN.*
5. *Distributed trash cans on Scott Ln, 231, Union Church Rd, 115, Oakwell Ln, 905, Charlem Ct.*
6. *Mowed field behind the old florist shop on E Main Street.*

11/19/24

1. *Briefed the inmates on safety and proper use of the leaf vacuum.*
2. *The crew took the inmates out for leaf pickup and to train on the vacuum.*
3. *Worked w/Todd Wood to lay out E. Main sidewalk project.*

11/20/24

1. *Leaf pick up throughout town area.*
2. *The crew put snowplow equipment onto dump trucks*
3. *The crew put snowplow and hopper on the Chevy 2500.*
4. *Picked up expired deer on 11E median.*
5. *Picked up old trash cans from College St.*
6. *Delivered new trash can to Saylor's Place.*

11/21/24

1. *Took inmates out and picked up leaves throughout town limits.*
2. *James and Jeff went to Bristol and picked up dump truck from recent repairs.*
3. *Outfitted dump truck with snowplow equipment.*
4. *Spread 3 loads of shell for new pad at Street Dept.*
5. *Repaired pothole at Second and Woodrow St.*
6. *Repaired pothole at Cherokee St.*

11/22/24

1. *Took inmates out to pick up leaves throughout town limits.*
2. *Installed 3 speed hump signs on E Main St.*
3. *Installed SLOW DOWN signage at McKinney Center.*
4. *Repaired STOP sign at Lowes.*
5. *Spread shell for new building pad at Street Dept.*
6. *Cleaned Courthouse parking lot at downtown after water line break.*
7. *Changed out recycle bags at Distribution.*

11/25/24

1. *Took inmates out to pick up leaves throughout the town.*

2. *Hauled dirt to N Cherokee St for finish grading*
3. *Spread top soil at N Cherokee Street residences (post sidewalk project).*
4. *Collected leaves on N Cherokee .*
5. *Picked up expired deer on Main St.*
6. *Delivered trash cans to Ivy Trace and Saylor's Place.*

11/26/24

1. *Took inmates out to pick up leaves throughout town.*
2. *Took the small skid steer to Persimmon Ridge for Chris (Spud) Kudara.*
3. *Hauled gravel from Washington County to Street Dept. building pad (demolition debris)*
4. *Hauled off old debris from Street Dept. old shop.*

11/27/24

1. *Took inmates out to pick up leaves throughout the town.*
2. *Hauled off debris from the old Street Dept. pad. (demolition debris)*
3. *Changed out plastic recycling bins at Distribution.*
4. *Cleaned downtown streets for events Friday and Saturday.*
5. *Took Lauren Little mulch for arboretum.*
6. *Picked up brush pile from Stage Road Park.*
7. *Met with Todd on Forest Drive to mark sidewalk path.*

11/28/24

1. *Holiday*

11/29/24

1. *Holiday*



Updates and Projects

1. Main Street and Downtown Update
2. Events
3. Miscellaneous

Main Street and Downtown Update

Attended JAMSA board meeting.
Attended Main Street board meeting.
Assisted with Made Around Here Market setup and vendors.
Did spot with WJHL for their Small Business Saturday and Christmas segment.

Events

Held several planning meetings for Christmas in Olde Jonesborough (CIOJ).
Planned the programming for the Jonesborough Tree Lighting and coordinated program participants.
Coordinated with Main Street Director and JAMSA on Shop Small Friday and Small Business Saturday in conjunction with CIOJ events.
Planned and coordinated A Whoville Christmas activities, placed orders with vendors, shopped for supplies, etc.
Supervised delivery of Tree Lighting programming and A Whoville Christmas programming.
Attended Jackson Theatre planning meetings, coordinated food for VIP reception, and assisted with Jackson Theatre grand opening events.
Did an interview with Johnson City Press for A Whoville Christmas.
Worked with Parks & Rec to refurbish sleigh and discuss downtown Christmas Décor.
Decorated sleigh and Sugar Plum cottage.

Miscellaneous

Processed payables for the month for Tourism and Main Street.

Began taking on the role of supervisor of staff members.

Began reviewing applications for vacant positions.

Attended Supervisors meeting.

Attended employee appreciation luncheon.

Jackson Theatre- Operations Manager

Progress Report for November 4-8, 2024

Staffing:

- We are still accepting applications for the Host positions, this is because several will be needed to fill positions due to the time and days, we will host most events.
- Working with Mike D'Avella, our Technical Director, on contract technical assistance.
- Attended a meeting with Mr. Rosenoff, Lori Powell, Greg Clark and Mike D'Avella to discuss upcoming events, ideas, issues, etc.
- Met with Mr. Rosenoff and Rick Duvall to discuss a cleaning schedule for the theatre since we do not have a designated custodian.

Programming:

- All holiday movies have been selected and we have purchased all licensing.
- Continue to work on live acts for April-September.
- Organized and attended a meeting with Bailey George and Jessica Stiles to discuss small pop up concerts at the theatre, them emceeding our concerts and the grand opening.

Rentals/User Group Agreements:

- Working with the Chuckey Depot on a showing of the Polar Express on December 7th.
- Working with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson in February.
- Working with StoryTown Radio Show on their season kick-off, which will be held at the Jackson, in January.
- Renting Stage Door for the annual Building Inspectors luncheon in December.

Marketing:

- Working with the marketing department on social media posts, press releases and event pages.
- Work with Mitchell Calvin on the design of posters for the boxes on the street.
- Completed one tv interview on WJHL for their 10am show to promote the Grand Opening events.
- Continue to work with Creative Cat on our website.

Building Info:

- Received our proof for the interior signage. The hope is to have the necessary signs in place for the Grand Opening weekend.

Additional Info:

- Had an in-person visit with our consultant, Dan Hays.
- Working with the McKinney Center on printing their spring class catalogs.
- Met with Foster Signs on the ideas for a donor wall in the theatre.
- Completed the Heritage Alliance's tour walk through of the Jackson Theatre. We will be giving tours the weekend of the Grand Opening, and this was the trial run.

Jackson Theatre- Operations Manager

Progress Report for November 11-15, 2024

Staffing:

- We are still accepting applications for the Host positions, this is because several will be needed to fill positions due to the time and days, we will host most events.

Programming:

- Completed the Grand Opening events, a short run down is below. All events were very well attended, and we heard the best compliments. Thanks to the JBO Police Department, JBO Street Department, JBO Department of Tourism & Marketing, JBO Parks & Recreation for their assistance during our opening festivities.
 - Thursday, November 14th: VIP Night at the Jackson Theatre
 - Private concert by Rob Ickes & Trey Hensley sponsored by the Historic Jonesborough Arts Foundation. Catered by Main Street Café. Emcee for the evening was Alderman Wolfe. Special visit from Governor Lee. Gave out candy filled stemless wine glasses as favors.
 - Friday, November 15th
 - Ribbon cutting at 6pm. Ticketed concert with Ralph Stanley and the Clinch Mountain Boys.
 - Saturday, November 16th
 - Storytelling Night with a welcome from Mayor Vest, storytelling by Donald Davis, performance by the cast of the StoryTown Radio Show,

a Q&A with film videographer, David Verde, and the showing of the extended Jackson Theatre film.

- Sunday, November 17th
 - Welcome from Alderman Causey, JRT vignettes from the USA Radio Show and A Christmas Story.

Rentals:

- Working with the Chuckey Depot on a showing of the Polar Express on December 7th.
- Working with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson in February.
- Working with StoryTown Radio Show on their season kick-off, which will be held at the Jackson, in January.
- Renting Stage Door for the annual Building Inspectors luncheon in December.

Marketing:

- Working with the marketing department on social media posts, press releases and event pages.
- Continue to work with Creative Cat on our website.
- Completed a tv interview on the First at 4pm WJHL show.
- Completed an interview for the Jackson Theatre as we were selected as Hometown Heros on the 6pm news on WJHL.
- Scheduled Mitchell Calvin to come and assist with merchandise pictures. These were used as slides prior to the film on the opening weekend.
- Completed a phone interview with the Herald & Tribune on opening weekend at the theatre.
- Completed an in-person interview with WJHL at the theatre to promote the ribbon cutting and the first concert.

Building Info:

- Organize custodial assistance as prep for the opening ceremonies.
- Install of half of our interior signage from Foster's Signs for opening weekend.

Additional Info:

- Attended the November supervisor's meeting at the Senior Center.
- Continue working with the McKinney Center on printing their spring class catalogs.

Jackson Theatre- Operations Manager

Progress Report for November 18-24, 2024

Staffing:

- We are still accepting applications for the Host positions, this is because several will be needed to fill positions due to the time and days, we will host most events.

Programming:

- We had our first movies in the theatre, below is the list of movies and attendance information:
 - True Grit (1st of a monthly classic western series)
 - 32 sold seats and \$231.11 in concessions/merch
 - FreeBirds (kids Thanksgiving movie)
 - 53 sold seats and \$314.30 in concessions/merch
 - Planes, Trains and Automobiles
 - 63 sold seats and \$247.60 in concessions/merch

Rentals:

- Working with the Chuckey Depot on a showing of the Polar Express on December 7th.
- Working with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson in February.
- Working with StoryTown Radio Show on their season kick-off, which will be held at the Jackson, in January.
- Renting Stage Door for the annual Building Inspectors luncheon in December.

Marketing:

- Organized and attended a marketing team meeting to discuss event pages on Facebook and updated poster box designs for the theatre.
- Continue to work with Creative Cat on our website.

Building Info:

- Continue to work on minor tweaks to the building layout.
- Working with Mike D'Avella on a new switcher which will run from our projector to our disc player to ease programming of trailers, sponsor ads, Jackson Theatre film, etc. during movies.

Additional Info:

- Attended a meeting with the McKinney Center and the Department of Tourism to discuss tree ideas for Lincoln Park.
- Attended the November Jackson Theatre Board meeting.

Jackson Theatre- Operations Manager

Progress Report for November 25-30, 2024

Staffing:

- We are still accepting applications for the Host positions, this is because several will be needed to fill positions due to the time and days, we will host most events. Our first set of 4 hosts started on November 25th.

Programming:

- We had our first movies in the theatre, below is the list of movies and attendance information:
 - Participated in the Sugar Plum Sip & Stroll organized by the Department of Tourism and JAMSA. We handed out Sugar Plum cupcakes and gave out a total of 143. We had around 250 through the door that day. We also handed up schedules for upcoming shows and gave short tours of the auditorium.
 - Opened the Stage Door to the McKinney Center who organized a kid's craft during the town's Whoville Christmas on November 30th. We had over 300 people in the theatre and Stage Door during this event.
 - Had Dr. Seuss' How the Grinch Stole Christmas in the theatre for two shows.
 - 163 sold seats and \$745.60 in concessions/merch.

Rentals:

- Working with the Chuckey Depot on a showing of the Polar Express on December 7th.
- Working with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson in February.

- Working with StoryTown Radio Show on their season kick-off, which will be held at the Jackson, in January. We had a meeting this week to discuss details and pricing.
- Renting Stage Door for the annual Building Inspectors luncheon in December.
- Working with the Washington County Department of Education for a field trip on December 17th.

Marketing:

- Organized and attended a meeting with Jessica Sanders to discuss the possibility of some marketing contract work for the Jackson Theatre social pages. This will also include press releases, video work, photography and web updates.
- Continue to work with Creative Cat on our website.

Building Info:

- Continue working with Mike D'Avella on a new switcher which will run from our projector to our disc player to ease the programming of trailers, sponsor ads, Jackson Theatre film, etc. during movies.

Additional Info:

- Working with Appalachian Light & Production and Mike D'Avella to have cables run and install a tv monitor in the green room to be used to see what's happening on stage via our stage cams.

Jackson Theater - Technical Director

Progress Report for November 7 - December 4

Staffing:

- We have the following Technical Staff confirmed and scheduled:

2 Audio Engineers

2 Lighting Designers

1 Stagehand

2 Stagehand Volunteers

- Technician invoices for opening weekend have been received and delivered to the Town
- Created Movie Procedure Checklist

Performances:

- VIP Night w/ Rob Ickes & Trey Hensley
- Opening Night & Ribbon Cutting w/ Ralph Stanley II and the Clinch Mountain Boys
- Storytelling Night w/ Donald Davis, StoryTown Radio Show, David Verde & The Jackson Theater Documentary
- JRT Season Vignette
- Jackson Theater Tours by the Jonesborough Historic Society

Movies:

- True Grit
- Freebirds
- Planes, Trains & Automobiles
- How the Grinch Stole Christmas
- Impromptu private screening of the original How the Grinch Stole Christmas during the Whoville Christmas Event

Prescreened (checking for damage) all above movies plus:

- The Polar Express
- It's a Wonderful Life
- Gremlins
- National Lampoon's Christmas Vacation

Date: 12/4/2024
To: Amber Crumley
From: Lori Powell
Re: Assistant Operation Manager Report – period 11/6 – 12/3/2024

- Grand Opening Weekend November 14 -17 – attended staff meetings to discuss details, coordinate volunteers to assist with party favors, set up, work events, designed playbill handout (tourism made final tweaks) and printed over 1,000 copies for attendees to the sold-out events, worked all 4 day/nights of a very successful grand opening.
- Box Office hours started the week after opening Tuesday – Friday 11 am to 2 pm and one hour prior to any show. We will be adding on Saturday's starting this week.
- Created a handout flyer for movies and live music shows for all guests coming in.
- Hiring and Training of 4 new Jackson staff. April Massey, Nathan Deuster, Sarah Dubie and Marianne Anderson are our new hosts. Their schedule is mainly nights and weekends along with some daytime shifts to cover box office hours.
- Worked night/weekend events, November 22, 23, 24, 27 and 30. We hosted the McKinney Center kids craft on November 30 with over 350 participants.
- Tickets sales are a slow start but have been picking up – True Grit (2 showings) 32 tickets sold, Freebirds (2 showings) 53 tickets sold, Planes, Trains and Automobiles (1 showing) 63 tickets sold, How the Grinch Stole Christmas (2 showings) 163 tickets sold.
- Lincoln Park tree- created ornaments, shopped for Christmas supplies (for tree and lobby), decorated tree with staff.
- Concession/Merch deposit reporting – Concession sales are going well, since opening our concession and merchandise sales we have grossed over \$2,500.
- Volunteer recruitment- we currently have a contact list of 20 volunteers, we are still in need of more, social media post is planned.
- Had our mezzanine concession health inspection completed.
- Continue to order/shop for concession/office/building supplies as needed.
- Continue light cleaning for building with staff, trash, vacuuming, supplying bathroom, etc.
- Daily town hall check-in: dropping off deposits, invoices, receipts, picking up packages and other items.

Parks and Recreation

Chris Kudera

November Update

1. Wetlands Water Park
2. Greenhouse
3. Christmas Decorations
4. Christmas at Lincoln Park
5. Adrinna Woods Arboretum
6. Programming

Wetlands Water Park

November was focused on preparing Wetlands Waterpark for the winter months and addressing storm-related damages. The final two Bradford pear trees located near the pool pumps were removed due to storm damage, ensuring the area remains safe and clear for future operations. Nick has continued efforts to enhance the pool area by replacing broken pool inlets to improve safety on the pool surface and prevent trip hazards. He has also been caulking pool joints as a preventative measure to reduce the risk of leakage, helping to maintain the structural integrity of the pool for the upcoming season. The liner for the Big Otter slide will be replaced due to multiple rips that have developed. Fortunately, this replacement is covered under warranty, ensuring no additional cost to the park. This repair will help maintain the safety and quality of the slide for our guests.

We successfully integrated season pass sales into our new online booking system, RecDesk. As part of the Black Friday promotion, we sold 10 season passes at last year's rates. Moving forward, passes will be sold at the new rates approved during November's meeting. These passes will remain available online until the park reopens, providing a convenient option for patrons to secure their passes in advance.

Based on guest feedback, Nick has taken steps to enhance the park's amenities. He has ordered new lockers, including both family-size and individual units, a highly requested upgrade according to reviews. This addition will improve the overall guest experience by addressing storage needs and accommodating a wider range of visitors.

As we prepare for the upcoming season, these efforts reflect our commitment to improving the park's facilities and providing a safe, enjoyable experience for all patrons.

Greenhouse – provided by Lauren Little

Fortunately, I am good friends with the Johnson City Urban Forester, Pat Walding, through Church. We had a meeting to discuss parks and recreation procedures, learning from one another how to improve our approach to daily, monthly, and yearly tasks. After expressing interest in a greenhouse, Pat was willing to donate a greenhouse no longer being utilized by the city to our department. On the 25th of this month we received the greenhouse. Looking forward to next year, we hope to receive funding and sponsorship for the necessary elements to make the greenhouse functional such as irrigation and seeding supplies. With this new infrastructure we will be able to grow most of our own landscaping, experiment with new species, and engage the community by offering volunteer opportunities to work in the greenhouse.



Christmas Decorations

During the month of November, a significant portion of time was dedicated to Christmas decoration efforts across the town. The decorations downtown included festive flowerpots, garland on the light poles, wreaths, and lanterns, all adding to the holiday cheer. Additionally, our team lent a hand in decorating both the McKinney Center and the Senior Center, helping to spread the holiday spirit throughout the community.

A special highlight of this effort was the incredible work of William Russell, affectionately known as Beebo. Beebo hand-cut and carefully selected all the natural decorations for the downtown flowerpots from resources within our very own Persimmon Ridge Park. His dedication and creativity brought a unique, local touch to the holiday decor, showcasing the beauty of our park and the talent within our team.

Christmas at Lincoln Park

The Parks and Recreation Department is excited to kick off the holiday season with a spectacular Christmas celebration at Lincoln Park! This year, we've set up 40 Christmas trees for local businesses to sponsor and decorate, and we are thrilled to share that over 35 trees have been beautifully sponsored. These festive trees will be illuminated during a special lighting ceremony on Wednesday, December 6th, at 6 p.m.

The evening will feature live entertainment by the Jonesborough Novelty Band, performing from 6 to 7 p.m., adding a lively soundtrack to the festivities. Families and friends can also enjoy pictures with Santa, hot holiday drinks, and s'mores, creating a magical holiday atmosphere for everyone.

The celebrations don't stop there! On Tuesday, December 10th, and Tuesday, December 17th, several members of the David Crockett Madrigals will join us at Lincoln Park to spread holiday cheer with beautiful carols, adding even more warmth and joy to the season.



Christmas
at *Lincoln Park*

Kick off the Holiday Season and join us for
the first Christmas at Lincoln Park!
Experience the magic of Christmas as we light up 40
Christmas trees decorated by local businesses!

DECEMBER 6TH 6:00 PM

307 East Main Street Jonesborough, TN

PROCEEDS BENEFIT SENIOR CENTER BENEVOLENCE FUND

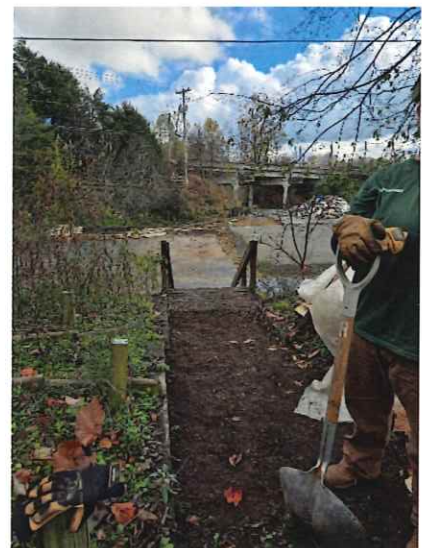
* **PERFORMANCE BY
JONESBOROUGH NOVELTY BAND**
* **PICTURES WITH SANTA**
* **FREE S'MORES STATION**
* **COFFEE & HOT CHOCOLATE**

Spread the Joy at Lincoln Park!

A special acknowledgment goes to Mary Regan, Senior Center Director, for her incredible vision and dedication to this event. Mary's leadership has truly brought this celebration to life, transforming Lincoln Park into a stunning holiday wonderland that reflects the spirit of our community.

Adrinna Woods Arboretum – Lauren Little

Adrinna Woods Arboretum was founded in the year 2000 when Frances Lambert transformed a desolate area with one living tree and red clay soils to a vibrant horticultural hot spot. With 75 tree species all native to Southeastern North America and perennials including the endangered Tennessee Coneflower, this arboretum was a certified level two until 2022 when it lost the certification. The arboretum has fallen into disrepair and this month our department took on the task of reviving it. Working closely with Frances and alongside the dedicated volunteers we have cleared many of the walking paths and relined them with soft wood mulch to suppress weeds. We are currently working to identify as many of the remaining species as possible, so we know where we stand in reaffirming the level two arboretum certification. So far, we have identified 20 surviving woody species. In 2025, my goal is to apply for grant funding to support our effort in this space.



Programming

This month saw significant progress in programming development and facility planning, setting the stage for an exciting spring season and beyond.

All requirements to launch the NFL Flag Football League have been finalized. We are currently working with the marketing department to prepare engaging social media posts to promote the program. Registration is ready to go live as soon as the marketing strategy is finalized, and we anticipate strong community participation in this new offering.

We are making headway in establishing an NHL Street Hockey League, an innovative program that will be the only one of its kind within a 100-mile radius. This unique initiative has the potential to attract significant interest and provide a fresh recreational opportunity for residents. Logistics are being carefully planned to ensure a successful launch.

After meeting with Glenn, Rachel, Jarod Adams, and Logan Clarke, we have decided not to host any sports at Tiger Park in the spring. The baseball and softball fields require extensive work to be playable, and we are taking this time to make necessary improvements. Plans include repairing ruts on the football field and addressing grading issues on the soccer field to enhance safety and functionality for future use. Matt Townsend has been instrumental in improving the fields at Persimmon Ridge, ensuring they are in better shape to host Jonesborough Elementary Baseball and Softball games this spring. These upgrades will provide a quality playing environment for the young athletes in our community.

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

Consent Agenda

DATE: December 9, 2024

AGENDA ITEM #: 7

SUBJECT: Retirement of K-9 Bond

BACKGROUND:

Chief Matt Rice has informed me that K-9 Bond has begun to experience a great deal of discomfort entering and exiting the patrol vehicle during the course of his normal duties. He is recommending K-9 Bond be retired. K-9 Bond recently received treatment from the University of Tennessee Veterinary Center for a tumor.

K-9 Bond was purchased with Paws in Blue Funds from the Washington County Sheriff's Office. K-9 Bond has served both the residents of Washington County and the Town of Jonesborough for several years. He is now 10 years old.

RECOMMENDATION:

Approve the retirement of K-9 Bond and release him to the care of his handler, Sergeant Derrick Malone.

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

Consent Agenda

DATE: December 9, 2024 AGENDA ITEM #: 8

SUBJECT: Approval of Increase in FY25 Employee Bonuses

BACKGROUND:

As part of the FY25 budget, the BMA generously approved employee bonuses of \$300.00 for full-time employees, and a discounted rate for part-time employees. Soon after Hurricane Helene hit our area, we witnessed incredible endurance of TOJ staff performing different types of work to help disaster affected communities. As a result of these acts of herculean works, I notified the BMA that an increase in the FY25 employee bonuses was being introduced, increasing bonuses to \$500.00 for full-time employees and increasing bonuses for part-time employees at a discounted rate. Additionally, the plan was to present the bonuses on the day of the Employee Appreciation Lunch held on November 22, 2024.

This agenda item is to recognize and approve the increase in employee bonuses for FY25 for full-time and part-time employees.

RECOMMENDATION:

Approve the increase in FY25 employee bonuses, as presented.

MEMORANDUM

To: Glenn Rosenoff, Town Administrator

From: Craig Ford, Operations Manager

Ref: November 2024 Monthly Report

Date: December 04, 2024

The upgrades are substantially complete at Stage Road Park. Approximately one-third of the trail system was re-paved. The remainder was sealed. The parking lot has been sealed and re-stripped. The only project left for this park is a private contractor installing concrete curbing. The contractor has moved the date numerous times and we are currently looking for a different contractor.

The pad is ready for the new building for the Street/Solid Waste, and Recreation building. The contractor will begin pouring the concrete piers the week of December 09. Once the piers are poured, the contractor will start construction on the building.

Upon meeting with the three Department Heads who will be housed in this building, I developed an office plan. Once the contractor is complete, I will work with staff to complete the “build out” for the finished floor space.

The East Main Street sidewalk contractor began construction on December 03, 2024. I have continued to work with Todd Wood and Malcolm Highsmith, as well as the contractor on logistical issues with this project. We met with the contractor and he has walked the project end to end with staff in order to get a field perspective of the project.

A letter detailing the project was drafted and hand-delivered to each property owner along the new sidewalk route. Additional information was posted on the Town's website, and all residents were provided a copy of the website address in order that they may go to the site and review the plan.

I completed a plan and worked with the Department Heads to correct the deficiencies cited in our casualty loss control survey from Public Entity Partners. All deficiencies have been corrected and a final report was drafted and returned to PEP on December 03, 2024.

I assisted the Fire Department in submitting a grant application to the State of Tennessee for assistance with Volunteer Firefighters. We have requested equipment in this grant which would be necessary and vital for this program.

I was fortunate to attend the VIP opening at the Jackson Theatre and the Christmas Tree Lighting event. Both events were great.

We were notified by TDOT that we received a grant to update the traffic signal at Forest and Jackson Boulevard. Malcolm Highsmith has applied for this grant for several years now. We are happy to finally be able to upgrade this signal.

As you are aware, we are also working with TTAP (Tennessee Transportation Assistance Program) to create an inventory of all roadways in the Town. The goal is for TTAP to assist us in developing a grading system we can utilize to prioritize paving. Progress has been slow on TTAP's end, but we are aware this is a program you have much interest in completing.

I met with staff members at the Broyles building and property. We have secured the building and cut off the water for now, prior to winter. The street department mowed the property. I also met with S&ME engineering firm for the purpose of obtaining an assessment of the property for asbestos. They have submitted a proposal for testing and will schedule the testing in the near future.

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

Consent Agenda

DATE: December 9, 2024 AGENDA ITEM #: 9

SUBJECT: Approval of Stipend for Street Director for Duties of Solid Waste Director

BACKGROUND:

Malcolm Highsmith has been operating in the role of Solid Waste Director since the departure of the Solid Waste Director on November 01, 2024. Malcolm has done an outstanding job in this role and has the respect of the Solid Waste crew.

This is a busy time of year with the projects the Street Department currently is working on, along with the East Main Street sidewalk project beginning. In addition to garbage pick up on the commercial and residential side, recycling and now leaf pick up, there are many things to juggle.

For his additional responsibilities, we should pay him a stipend to handle these additional duties until a new Solid Waste Director is hired. We hope to have a new director in place in January.

RECOMMENDATION:

I am recommending paying Malcolm Highsmith a stipend of \$1,000.00 per pay day until a new Solid Waste Director is appointed. In addition, I am recommending this stipend be retroactive to November 01, 2024, as this is when he assumed the role of acting Solid Waste Director.

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

DATE: December 9, 2024

AGENDA ITEM #: 1

SUBJECT: Financial Report

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

	Current Year		Prior Year	
	November	YTD	November	YTD
GENERAL FUND				
Revenues (1)	860,463	7,489,000	938,208	7,967,558
Expenditures	1,306,579	5,114,262	1,413,922	7,267,309
Rev. Over/(Under) Exp.	(446,116)	2,374,738	(475,714)	700,249
SOLID WASTE FUND				
Revenues	57,684	356,012	71,450	361,183
Expenditures	68,426	303,807	67,815	280,505
Rev. Over/(Under) Exp.	(10,742)	52,205	3,635	80,678
JACKSON THEATRE FUND				
Revenues	8,996	14,243	-	-
Expenditures	87,389	265,194	-	-
Rev. Over/(Under) Exp.	(78,393)	(250,951)	-	-
K-8 CAPITAL PROJECT FUND				
Revenues	-	-	3,084,529	39,942,139
Expenditures	24,800	44,600	2,784,529	40,115,985
Rev. Over/(Under) Exp.	(24,800)	(44,600)	300,000	(173,846)
HRA INTERNAL SERV. FUND				
Revenues	5,790	28,950	5,790	28,950
Expenditures	-	17,804	-	51,112
Rev. Over/(Under) Exp.	5,790	11,146	5,790	(22,162)
WATER/SEWER FUND*				
Revenues	1,002,847	5,207,673	719,192	4,703,992
Expenditures(2)	1,135,889	5,362,202	726,236	4,905,931
Rev. Over/(Under) Exp.	(133,042)	(154,529)	(7,044)	(201,939)
DRUG FUND				
Revenues	-	33,351	186	6,558
Expenditures	-	2,000	-	17,385
Rev. Over/(Under) Exp.	-	31,351	186	(10,827)

(1) Includes \$2.4 million State Grant revenue

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

Town of Jonesborough
 Statement of Revenues - City
 November 2024

Fund : 110	General Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
						Unrealized	% UnRealized
31100		Property Taxes (Current)	2,699,055.00	(4,109.00)	(40,050.00)	2,659,005.00	98.52%
31120		Public Utilities Property Tax (Current)	33,867.00	0.00	0.00	33,867.00	100.00%
31210		Real And Personal Prop Tax Prior Year	80,218.00	0.00	0.00	80,218.00	100.00%
31310		Inter And Penalty On Prop Taxes (Current)	17,000.00	(766.12)	(5,479.70)	11,520.30	67.77%
31500		Payments In Lieu Of Property Taxes	260,000.00	0.00	0.00	260,000.00	100.00%
31510		Payments In Lieu of Power Board Tax	60,000.00	0.00	0.00	60,000.00	100.00%
31511		Pay In Lieu of TVA Tax	71,463.00	(17,797.96)	(17,797.96)	53,665.04	75.09%
31520		TVA Impact Payment	14,364.00	(14,525.48)	(14,525.48)	(161.48)	-1.12%
31600		Local Option Sales Tax	3,094,600.00	(219,475.66)	(1,177,111.85)	1,917,488.15	61.96%
31710		Wholesale Beer Tax	230,000.00	(18,051.81)	(94,274.81)	135,725.19	59.01%
31720		Wholesale Liquor Tax	125,000.00	(11,502.57)	(53,255.68)	71,744.32	57.40%
31800		Business Taxes	206,000.00	(909.77)	(8,716.43)	197,283.57	95.77%
31870		Hotel/Motel Tax	58,000.00	(8,753.05)	(33,498.15)	24,501.85	42.24%
31912		Cable TV Franchise Tax	83,000.00	(14,594.35)	(15,222.85)	67,777.15	81.66%
32200		Alcoholic Beverage Fees/Applications	5,000.00	(556.18)	(556.18)	4,443.82	88.88%
32610		Building Permits	263,000.00	(25,460.15)	(180,472.28)	82,527.72	31.38%
32661		Rezoning/Plan Review/Variance Fee	6,500.00	(3,150.00)	(9,675.00)	(3,175.00)	-48.85%
33490		Other State Grants	30,000.00	0.00	0.00	30,000.00	100.00%
33490	974	Other State Grants	0.00	0.00	(2,400,000.00)	(2,400,000.00)	No Budget
33491	SCNTR	State Revenue	13,050.00	(1,106.50)	(4,426.00)	8,624.00	66.08%
33510		State Sales Tax	729,000.00	(59,860.92)	(299,421.06)	429,578.94	58.93%
33530		State Beer Tax	2,700.00	0.00	(1,345.39)	1,354.61	50.17%
33535		State Telecommunication Tax	5,900.00	(457.85)	(2,299.64)	3,600.36	61.02%
33536		State Local Occupancy Tax	12,500.00	(901.79)	(4,991.93)	7,508.07	60.06%
33540		State Alcoholic Beverage Tax	16,000.00	(1,404.17)	(6,911.06)	9,088.94	56.81%
33550		State Street Aid	205,000.00	(17,943.62)	(89,666.37)	115,333.63	56.26%
33552		State-City Streets And Transportation	12,500.00	(1,085.85)	(5,511.27)	6,988.73	55.91%
33570		State Maintenance Reimbursement	21,000.00	0.00	(8,103.20)	12,896.80	61.41%
33580		State Sports Betting	11,700.00	(2,662.82)	(5,250.29)	6,449.71	55.13%
33590		Other State Revenue Allocations	1,000,000.00	0.00	0.00	1,000,000.00	100.00%
33593		Corporate Excise Tax	80,000.00	0.00	0.00	80,000.00	100.00%

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% Unrealized
33600	State Police Training Supplement	16,500.00	0.00	0.00	16,500.00	100.00%
33601	State Fire Training Supplement	6,400.00	0.00	0.00	6,400.00	100.00%
33602	State Police Supplement	0.00	0.00	0.00	0.00	No Budget
33711	County Revenue	48,000.00	0.00	(23,750.00)	24,250.00	50.52%
34901	Stormwater Fees	24,000.00	0.00	0.00	24,000.00	100.00%
36351	Refunds and Reimbursements	0.00	(1,533.59)	(1,653.58)	(1,653.58)	No Budget
36710	Contri And Donations-Businesses	0.00	0.00	(3,000.00)	(3,000.00)	No Budget
36720	Contri And Donations-Organizations	12,170.00	0.00	0.00	12,170.00	100.00%
36900	Other Financing Sources	1,200,000.00	0.00	0.00	1,200,000.00	100.00%
36907	Loan Proceeds - Bk of TN - Engel	0.00	0.00	(350,000.00)	(350,000.00)	No Budget
38100	Other Programs	80,000.00	0.00	0.00	80,000.00	100.00%
38101	Title IIIB Transportation	12,000.00	(1,000.00)	(4,000.00)	8,000.00	66.67%
38102	Service Coordination Funds	53,392.00	(4,507.16)	(16,485.11)	36,906.89	69.12%
38104	United Way Funding	6,000.00	0.00	(1,500.00)	4,500.00	75.00%
38106	Health Promo & Class Revenue	47,500.00	(11,868.00)	(30,377.00)	17,123.00	36.05%
38107	Rental Revenue	900.00	0.00	(700.00)	200.00	22.22%
38108	Membership Dues	25,000.00	(1,076.19)	(9,486.89)	15,513.11	62.05%
38109	My Ride Fees	5,900.00	(475.00)	(1,975.00)	3,925.00	66.53%
38110	Veterans War Memorial Project	0.00	0.00	(50.00)	(50.00)	No Budget
38111	Pep Safety Grant-Employee Wellnes	2,000.00	0.00	0.00	2,000.00	100.00%
38112	Pep Driver Safety Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38113	Tree & Townscape Spec.Proj.Revenu	0.00	0.00	(20.00)	(20.00)	No Budget
38114	Washington County Fire Funds	135,000.00	(33,750.00)	(67,500.00)	67,500.00	50.00%
38117	Visitor Center - Auditorium Rent	15,000.00	(1,667.50)	(6,515.71)	8,484.29	56.56%
38118	Visitor Center Gift Shop	55,000.00	(4,964.77)	(19,501.89)	35,498.11	64.54%
38119	Visitor Center Miscellaneous	8,000.00	(547.88)	(6,449.11)	1,550.89	19.39%
38120	Visitor Center - Special Program	24,500.00	(1,048.42)	(9,012.25)	15,487.75	63.22%
38121	Gazebo Rental	350.00	0.00	0.00	350.00	100.00%
38122	Recreation Events/Special Program	7,500.00	(1,202.31)	(3,741.46)	3,758.54	50.11%
38125	Music On The Square Revenues	48,000.00	(182.63)	(10,055.94)	37,944.06	79.05%
38127	Repertory Theatre/Jpac	52,000.00	(3,083.25)	(2,295.55)	49,704.45	95.59%

Template Name: LGC
 Created by: LGC

Town of Jonesborough
 Statement of Revenues - City
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:48 PM
 Page 3 of 10

Fund : 110		General Fund	Monthly Comparative				41.67%
			Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
38127	00010	Repertory Theatre/Jpac	0.00	0.00	1,110.38	1,110.38	No Budget
38127	00017	Repertory Theatre/Jpac	0.00	0.00	(15,177.15)	(15,177.15)	No Budget
38127	00018	Repertory Theatre/Jpac	0.00	(16,779.98)	(18,886.30)	(18,886.30)	No Budget
38127	00019	Repertory Theatre/Jpac	0.00	0.00	(470.00)	(470.00)	No Budget
38127	00020	Repertory Theatre/Jpac	0.00	(1,000.00)	(5,440.00)	(5,440.00)	No Budget
38127	00021	Repertory Theatre/Jpac	0.00	(392.66)	(3,282.45)	(3,282.45)	No Budget
38127	00022	Repertory Theatre/Jpac	0.00	0.00	(14,072.36)	(14,072.36)	No Budget
38127	00023	Repertory Theatre/Jpac	0.00	3,710.52	4,408.86	4,408.86	No Budget
38127	00024	Repertory Theatre/Jpac	0.00	0.00	3,166.00	3,166.00	No Budget
38127	00025	Repertory Theatre/Jpac	0.00	0.00	160.00	160.00	No Budget
38127	00026	Repertory Theatre/Jpac	0.00	0.00	(4,840.00)	(4,840.00)	No Budget
38127	00027	Repertory Theatre/Jpac	0.00	1,225.83	1,225.83	1,225.83	No Budget
38127	00028	Repertory Theatre/Jpac	0.00	1,525.00	1,525.00	1,525.00	No Budget
38127	00029	Repertory Theatre/Jpac	0.00	1,125.00	1,125.00	1,125.00	No Budget
38127	00100	Repertory Theatre/Jpac	0.00	(400.88)	(895.97)	(895.97)	No Budget
38127	00200	Repertory Theatre/Jpac	0.00	12,977.94	10,339.64	10,339.64	No Budget
38128		Jrt Players Education Program	50,000.00	(13,309.73)	(23,720.78)	26,279.22	52.56%
38130		Story Town Radio Show Revenue	17,500.00	(353.90)	(4,342.94)	13,157.06	75.18%
38131		Jrt Don Squibb Scholarship Progra	3,000.00	(125.00)	1,450.00	4,450.00	148.33%
38132		Main Street Usa Revenues	2,500.00	(222.54)	(622.03)	1,877.97	75.12%
38133		Main St.Brews & Tunes Revenues	12,000.00	(348.00)	(3,012.00)	8,988.00	74.90%
38134		Main St.Jonesborough Days Revenue	35,000.00	(27.40)	(13,993.39)	21,006.61	60.02%
38135	WETL D	Season Passes	33,100.00	0.00	(917.58)	32,182.42	97.23%
38136	WETL D	Facility Rental	37,500.00	0.00	(20,080.05)	17,419.95	46.45%
38137	WETL D	Daily Admissions	310,000.00	0.00	(152,004.92)	157,995.08	50.97%
38138	WETL D	Concessions	95,000.00	8.00	(43,707.78)	51,292.22	53.99%
38139	WETL D	Merchandise Sales	3,500.00	0.00	0.00	3,500.00	100.00%
38140	WETL D	Tube Rentals	9,400.00	0.00	0.00	9,400.00	100.00%

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% Unrealized
38141	WETL D Snowball Sales	3,000.00	0.00	(1,141.49)	1,858.51	61.95%
38142	WETL D Swim Lessons/Cpr Training	3,500.00	0.00	(117.27)	3,382.73	96.65%
38143	Police Fines	160,000.00	(10,112.50)	(73,243.85)	86,756.15	54.22%
38144	Police Fines - Cameras	53,000.00	103.90	(28,608.09)	24,391.91	46.02%
38145	General Sessions Court Fines	6,800.00	(259.82)	(733.04)	6,066.96	89.22%
38146	Litigation Tax	18,500.00	(1,312.40)	(7,975.12)	10,524.88	56.89%
38147	Defensive Driving School Revenue	18,000.00	(96.00)	(7,584.00)	10,416.00	57.87%
38148	Shop With Cop Program	29,000.00	(8,800.00)	(22,720.00)	6,280.00	21.66%
38149	Driving School Tech Fees	2,250.00	(144.00)	(936.00)	1,314.00	58.40%
38150	Ps Electronic Citation Fee Reserv	3,500.00	(208.00)	(1,204.00)	2,296.00	65.60%
38151	Doj Bullet Proof Vests Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38152	Doj Cops Grant	60,000.00	0.00	0.00	60,000.00	100.00%
38153	Tn Hwy Safety Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38154	Clerk Electronic Citation Fee Res	1,000.00	(52.00)	(392.00)	608.00	60.80%
38155	Jonesborough Cops For Kids	0.00	(100.00)	(1,100.00)	(1,100.00)	No Budget
38156	Paws In Blue Canine Revenue Cont	8,000.00	0.00	(8,000.00)	0.00	0.00%
38157	Mckinney Center - Rental Fees	12,000.00	(1,020.05)	(5,677.55)	6,322.45	52.69%
38158	Mbrm Prog.-Donations	0.00	0.00	(100.79)	(100.79)	No Budget
38159	Mary Martin-Education Fees	75,000.00	(1,253.48)	(37,329.20)	37,670.80	50.23%
38160	Mckinney Scholarship Fund Revenue	5,000.00	0.00	0.00	5,000.00	100.00%
38161	Mckinney Center Membership Revenue	2,000.00	(25.00)	(325.00)	1,675.00	83.75%
38162	Tac Grant-Story Town Radio Show	8,880.00	0.00	(2,868.00)	6,012.00	67.70%
38165	Tac Grant Comm.Play Creative Plac	2,500.00	0.00	0.00	2,500.00	100.00%
38167	Interest Earned	25,000.00	0.00	(6,804.39)	18,195.61	72.78%
38168	Post Office Rent	78,489.00	(7,333.99)	(29,335.96)	49,153.04	62.62%
38169	Lease Revenue	61,436.00	(5,195.19)	(295,120.26)	(233,684.26)	-380.37%
38169	Lease Revenue	2,166,584.00	0.00	(270,150.00)	1,896,434.00	87.53%
38170	Miscellaneous Revenue	0.00	(92,194.84)	(553,393.59)	(553,393.59)	No Budget
38172	Auction Proceeds - Surplus Equip	15,000.00	0.00	0.00	15,000.00	100.00%
38173	In Lieu Sidewalk Payment Reserve	0.00	(37,953.00)	(37,953.00)	(37,953.00)	No Budget

Fund : 110		General Fund		Monthly Comparative		
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
38174	SCNTR Special Projects Re	55,000.00	0.00	(23,291.79)	31,708.21	57.65%
38175	Keep Jonesborough Beautiful Revenue	0.00	(125.00)	(125.00)	(125.00)	No Budget
38176	Flag Replacement Revenue	200.00	(75.00)	(2,350.00)	(2,150.00)	-1075.00%
38177	Chuckey Depot Museum Revenue	3,000.00	0.00	(337.85)	2,662.15	88.74%
38184	Proceeds-Interim Loan-Jackson Tht	0.00	(189,042.43)	(557,991.23)	(557,991.23)	No Budget
38193	East TN Foundation - Hope in Action Grant	3,728.00	0.00	0.00	3,728.00	100.00%
38194	Visitor Center - Ticket Surcharge	55,000.00	0.00	0.00	55,000.00	100.00%
38203	Other Grant Revenue	2,150.00	0.00	0.00	2,150.00	100.00%
38203	Other Grant Revenue	0.00	0.00	(1,698.00)	(1,698.00)	No Budget
38203	Other Grant Revenue	0.00	(894.56)	(894.56)	(894.56)	No Budget
38206	PEP Property Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38208	Violent Crime Intervention Grant	8,477.00	0.00	4,887.89	13,364.89	157.66%
38209	Interest - Leases	10,429.00	0.00	0.00	10,429.00	100.00%
38210	Washington Co Contrib for K-8	500,400.00	0.00	(166,800.00)	333,600.00	66.67%
Total For Fund: 110		15,416,852.00	(860,463.48)	(7,489,000.20)	7,927,851.80	51.42%

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Revenues - City
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:48 PM
 Page 6 of 10

Fund : 131	Solid Waste Management Fund	Monthly Comparative				
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
34312	Equipment Rental Charges	4,000.00	0.00	(150.00)	3,850.00	96.25%
34410	Solid Waste Collection Charges	873,490.00	(55,788.76)	(343,323.67)	530,166.33	60.70%
34426	Solid Waste Service Charges	16,000.00	(1,550.00)	(8,190.00)	7,810.00	48.81%
34427	Tote Cart/Dumpster Charges	500.00	0.00	(280.00)	220.00	44.00%
34428	Bagster Bag Charges	1,500.00	0.00	(347.25)	1,152.75	76.85%
34454	Sale Of Recyclable Materials	0.00	0.00	(1,071.50)	(1,071.50)	No Budget
34455	Sale of Compost/Mulch	10,500.00	(345.49)	(2,498.12)	8,001.88	76.21%
36901	Loan Proceeds	479,069.00	0.00	0.00	479,069.00	100.00%
38170	Miscellaneous Revenue	0.00	0.00	(151.01)	(151.01)	No Budget
Total For Fund: 131		1,385,059.00	(57,684.25)	(356,011.55)	1,029,047.45	74.30%

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Revenues - City
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:48 PM
 Page 7 of 10

Fund :	171	Jackson Theatre Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	% UnRealized
34752		Ticket Sales	418,709.00	(108.18)	(4,972.18)	413,736.82	98.81%
34755		Concessions Revenue	17,446.00	0.00	0.00	17,446.00	100.00%
34756		Merchandise Sales	0.00	(688.94)	(688.94)	(688.94)	No Budget
36710		Contri And Donations-Businesses	0.00	(2,100.00)	(2,100.00)	(2,100.00)	No Budget
36720		Contri And Donations-Organizations	0.00	(5,000.00)	(5,000.00)	(5,000.00)	No Budget
36730		Contri And Donations-Individuals	0.00	(1,481.65)	(1,481.65)	(1,481.65)	No Budget
36961		Operating Tran In From Gen Fund	175,027.00	0.00	0.00	175,027.00	100.00%
Total For Fund:	171		611,182.00	(8,995.62)	(14,242.77)	596,939.23	97.67%

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Revenues - City
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:48 PM
 Page 8 of 10

Fund : 334		Health Reimbursement Fund		Monthly Comparative		
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
36992	110	0.00	(2,730.00)	(13,650.00)	(13,650.00)	No Budget
36992	131	0.00	(750.00)	(3,750.00)	(3,750.00)	No Budget
36992	413	0.00	(2,310.00)	(11,550.00)	(11,550.00)	No Budget
Total For Fund:	334	0.00	(5,790.00)	(28,950.00)	(28,950.00)	100.00%

Fund : 413	Water & Sewer Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
						Unrealized	% UnRealized	
33101		2021 EDA Indust Park Grant	260,000.00	0.00	0.00	260,000.00		100.00%
33401		TN Direct Local ARPA Funds	191,659.00	0.00	0.00	191,659.00		100.00%
33493		State - FEMA Reimbursements	173,999.00	0.00	0.00	173,999.00		100.00%
36100		Interest Earnings	8,000.00	0.00	(1,737.03)	6,262.97		78.29%
36721		Cap Contr-Wash Cnty-WL Proj	0.00	(190,649.46)	(607,197.75)	(607,197.75)		No Budget
37110		Metered Water Sales	7,231,969.00	(529,675.17)	(3,167,602.80)	4,064,366.20		56.20%
37115		Collection on Delinquent Accounts	0.00	0.00	(185.06)	(185.06)		No Budget
37151		Disconnect Fees	37,600.00	(4,207.09)	(18,585.48)	19,014.52		50.57%
37152		Service Charges	53,000.00	(4,450.00)	(24,500.00)	28,500.00		53.77%
37196		Water Tap Fees	460,000.00	(92,300.00)	(356,350.00)	103,650.00		22.53%
37196	5015	Water Tap Fees	0.00	(6,000.00)	(43,500.00)	(43,500.00)		No Budget
37197		Water Line Extension Charges	100,000.00	0.00	0.00	100,000.00		100.00%
37210		Sewer Charges	1,927,686.00	(139,864.99)	(800,486.38)	1,127,199.62		58.47%
37220		Sewer Tap Inspection Fees	3,600.00	(625.00)	(2,600.00)	1,000.00		27.78%
37296		Sewer Tap Fees	225,000.00	(35,025.00)	(183,025.00)	41,975.00		18.66%
37726		Gain on Sale of Capital Assets	10,000.00	0.00	0.00	10,000.00		100.00%
38170		Miscellaneous Revenue	0.00	(50.00)	(1,903.69)	(1,903.69)		No Budget
Total For Fund: 413			10,682,513.00	(1,002,846.71)	(5,207,673.19)	5,474,839.81		51.25%

Fund :	619	Drug Enforcement Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	Monthly Comparative	% UnRealized
35140		Drug Related Fines	2,000.00	0.00	(1,481.05)	518.95		25.95%
36529		Auction Proceeds	4,000.00	0.00	(31,870.00)	(27,870.00)		-696.75%
36571		Property Forfeitures	1,500.00	0.00	0.00	1,500.00		100.00%
36990		Miscellaneous Revenues	2,000.00	0.00	0.00	2,000.00		100.00%
Total For Fund:	619		9,500.00	0.00	(33,351.05)	(23,851.05)		-251.06%

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 1 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41500	General Administration							
121	Salaries and Wages		(461,748.00)	(461,748.00)	193,117.43	(268,630.57)	41.82%	55,372.30
	100		0.00	0.00	0.00			0.00
121	Salaries and Wages		0.00	0.00	1,017.14	1,017.14	No Budget	0.00
	100		0.00	0.00	0.00			0.00
141	Oasi (Employer's Share)		0.00	0.00	73.56	73.56	No Budget	0.00
	100		0.00	0.00	0.00			0.00
141	Oasi (Employer's Share)		(35,324.00)	(35,324.00)	13,987.36	(21,336.64)	39.60%	4,019.77
	100		0.00	0.00	0.00			0.00
142	Hospital And Health Insurance		(60,093.00)	(60,093.00)	31,127.74	(28,965.26)	51.80%	5,868.71
	100		0.00	0.00	0.00			0.00
143	Employee Retirement Plan		0.00	0.00	61.03	61.03	No Budget	0.00
	100		0.00	0.00	0.00			0.00
143	Employee Retirement Plan		(25,539.00)	(25,539.00)	10,433.11	(15,105.89)	40.85%	2,833.95
	100		0.00	0.00	0.00			0.00
146	Workmen's Compensation		(4,700.00)	(4,700.00)	0.00	(4,700.00)	0.00%	0.00
	100		0.00	0.00	0.00			0.00
147	Unemployment Insurance		(168.00)	(168.00)	34.66	(133.34)	20.63%	9.26
	100		0.00	0.00	0.00			0.00
166	Municipal Judge		(11,200.00)	(11,200.00)	4,200.00	(7,000.00)	37.50%	700.00
	100		0.00	0.00	0.00			0.00
167	Animal Control		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	100		0.00	0.00	0.00			0.00
168	USDA Wildlife Management		(3,100.00)	(3,100.00)	0.00	(3,100.00)	0.00%	0.00
	100		0.00	0.00	0.00			0.00
211	Postage, Box Rent, Etc.		(4,200.00)	(4,200.00)	615.36	(3,584.64)	14.65%	256.57
	100		0.00	0.00	0.00			0.00
230	Publicity, Subscriptions, And Dues		(2,000.00)	(2,000.00)	333.99	(1,666.01)	16.70%	0.00
	100		0.00	0.00	0.00			0.00
236	Public Relation		(8,000.00)	(8,000.00)	2,500.00	(5,500.00)	31.25%	500.00
	100		0.00	0.00	0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
239	MTAS/TML Fees		(3,500.00)	(3,500.00)	3,312.00	(188.00)	94.63%	0.00
			0.00		0.00			0.00
241	Electric		(15,000.00)	(15,000.00)	5,127.28	(9,872.72)	34.18%	867.25
			0.00		0.00			0.00
242	Water		(1,600.00)	(1,600.00)	255.30	(1,344.70)	15.96%	0.00
			0.00		0.00			0.00
245	Telephone And Other Communication Services		(12,500.00)	(12,500.00)	4,663.71	(7,836.29)	37.31%	1,052.24
			0.00		0.00			0.00
248	GPS Services		(500.00)	(500.00)	484.68	(15.32)	96.94%	121.17
			0.00		0.00			0.00
251	Medical Services		(2,600.00)	(2,600.00)	1,055.44	(1,544.56)	40.59%	249.05
			0.00		0.00			0.00
252	Legal Services		(60,000.00)	(60,000.00)	27,349.11	(32,650.89)	45.58%	5,167.65
			0.00		0.00			0.00
253	Accounting And Auditing Services		(29,000.00)	(29,000.00)	192.00	(28,808.00)	0.66%	192.00
			0.00		0.00			0.00
255	Data Processing Services		(70,000.00)	(70,000.00)	34,541.27	(35,458.73)	49.34%	0.00
			0.00		0.00			0.00
256	Engineering Services		(35,000.00)	(35,000.00)	18,685.00	(16,315.00)	53.39%	4,160.00
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(3,000.00)	(3,000.00)	304.75	(2,695.25)	10.16%	247.69
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(15,000.00)	(15,000.00)	8,527.62	(6,472.38)	56.85%	32.50
			0.00		0.00			0.00
267	Repair And Maintenance Buildings - ISC Bldg		(5,000.00)	(5,000.00)	150.00	(4,850.00)	3.00%	0.00
			0.00		0.00			0.00
270	Repair And Maintenance Surplus Vehicles &		0.00	0.00	110.00	110.00	No Budget	0.00
			0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 3 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
279	Website Maintenance		(5,500.00)	(5,500.00)	110.00	(5,390.00)	2.00%	55.00
288	Travel/Training/Car Allowance		(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
290	Other Contracted Services		(24,000.00)	(24,000.00)	14,000.00	(10,000.00)	58.33%	0.00
297	Veterans Memorial		(2,500.00)	(2,500.00)	289.79	(2,210.21)	11.59%	0.00
311	Office Supplies		(6,000.00)	(6,000.00)	705.03	(5,294.97)	11.75%	14.56
312	Small Items Of Equipment		(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	0.00
313	Stationary/Forms		(2,000.00)	(2,000.00)	479.83	(1,520.17)	23.99%	0.00
323	Food		(18,000.00)	(18,000.00)	5,600.00	(12,400.00)	31.11%	650.00
324	Household And Janitorial Supplies		(4,200.00)	(4,200.00)	856.77	(3,343.23)	20.40%	0.00
326	Clothing And Uniforms		(2,000.00)	(2,000.00)	430.21	(1,569.79)	21.51%	0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(7,500.00)	(7,500.00)	443.36	(7,056.64)	5.91%	93.70
334	Tires, Tubes And Etc.		(700.00)	(700.00)	1,122.08	422.08	160.30%	1,122.08
336	Municipal Judge Supplies		(2,300.00)	(2,300.00)	0.00	(2,300.00)	0.00%	0.00
390	Miscellaneous Supplies		(4,500.00)	(4,500.00)	1,032.66	(3,467.34)	22.95%	448.27
520	Property/Liability Insurance		(164,200.00)	(164,200.00)	82,312.50	(81,887.50)	50.13%	0.00
			0.00	0.00	0.00	0.00	0.00%	0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	(45,000.00)	(45,000.00)	17,583.65	(27,416.35)	39.07%	2,636.10
			0.00	0.00	0.00			0.00
555		Bank Service Charges	(3,000.00)	(3,000.00)	1,209.87	(1,790.13)	40.33%	0.00
			0.00	0.00	0.00			0.00
595		Tax Relief Program	(15,000.00)	(15,000.00)	500.00	(14,500.00)	3.33%	500.00
			0.00	0.00	0.00			0.00
620		RDA27	(80,800.00)	(80,800.00)	19,933.78	(60,866.22)	24.67%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		RDA24	(260,328.00)	(260,328.00)	64,166.91	(196,161.09)	24.65%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		ENGEL	0.00	0.00	1,744.07	1,744.07	No Budget	1,744.07
		Note Principal	0.00	0.00	0.00			0.00
620		RDA22	(105,717.00)	(105,717.00)	26,057.64	(79,659.36)	24.65%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		RDA28	(188,534.00)	(188,534.00)	46,512.16	(142,021.84)	24.67%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		RDA1	(42,835.00)	(42,835.00)	0.00	(42,835.00)	0.00%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		MUNIB	(123,000.00)	(123,000.00)	123,000.00	0.00	100.00%	123,000.00
		Note Principal	0.00	0.00	0.00			0.00
620		RDA	(233,429.00)	(233,429.00)	0.00	(233,429.00)	0.00%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		Note Principal	(1,200,000.00)	(1,200,000.00)	0.00	(1,200,000.00)	0.00%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		COMMF	(61,753.00)	(61,753.00)	25,527.08	(36,225.92)	41.34%	5,127.43
		Note Principal	0.00	0.00	0.00			0.00
620		RDA25	(261,650.00)	(261,650.00)	64,492.63	(197,157.37)	24.65%	0.00
		Note Principal	0.00	0.00	0.00			0.00
620		CAP23	(71,261.00)	(71,261.00)	29,161.74	(42,099.26)	40.92%	5,835.60
		Note Principal	0.00	0.00	0.00			0.00
640		ENGEL	0.00	0.00	1,440.44	1,440.44	No Budget	1,440.44
		Interest On Notes	0.00	0.00	0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	MUNIB		(12,954.00)	(12,954.00)	7,159.50	(5,794.50)	55.27%	7,159.50
	Interest On Notes		0.00		0.00			0.00
640	RDA27		(61,760.00)	(61,760.00)	15,706.22	(46,053.78)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA24		(214,836.00)	(214,836.00)	54,624.09	(160,211.91)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	COMMF		(87,671.00)	(87,671.00)	36,732.92	(50,938.08)	41.90%	7,324.57
	Interest On Notes		0.00		0.00			0.00
640	RDA		(200,103.00)	(200,103.00)	0.00	(200,103.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA28		(144,106.00)	(144,106.00)	36,647.84	(107,458.16)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	CAP23		(29,756.00)	(29,756.00)	12,928.71	(16,827.29)	43.45%	2,582.49
	Interest On Notes		0.00		0.00			0.00
640	RDA1		(69,317.00)	(69,317.00)	0.00	(69,317.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	K8PK		0.00	0.00	32,300.00	32,300.00	No Budget	12,877.78
	Interest On Notes		0.00		0.00			0.00
640	RDA25		(215,926.00)	(215,926.00)	54,901.37	(161,024.63)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA22		(87,243.00)	(87,243.00)	22,182.36	(65,060.64)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
660	Debt Issuance Costs		(2,000.00)	(2,000.00)	1,750.00	(250.00)	87.50%	0.00
			0.00		0.00			0.00
760	Transfer To Other Funds		(175,027.00)	(175,027.00)	0.00	(175,027.00)	0.00%	0.00
			0.00		0.00			0.00
764	Transfer to Capital Projects Fund		0.00	0.00	6,832.19	6,832.19	No Budget	0.00
			0.00		0.00			0.00
801	Library Appropriation		(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
			0.00		0.00			0.00
802	NE TN Tourism Appropriation		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 6 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
803	WC Museum/Heritage Alliance	Appro	(50,000.00)	(50,000.00)	25,000.02	(24,999.98)	50.00%	8,333.34
			0.00		0.00			0.00
804	Building Inspection		(4,500.00)	(4,500.00)	296.94	(4,203.06)	6.60%	171.66
			0.00		0.00			0.00
805	Dirty Street Fighters		(6,000.00)	(6,000.00)	3,158.99	(2,841.01)	52.65%	1,139.45
			0.00		0.00			0.00
806	F.T.D.D. Appropriation		(1,649.00)	(1,649.00)	1,649.00	0.00	100.00%	0.00
			0.00		0.00			0.00
807	F.T.H.R.A. Appro		(7,310.00)	(7,310.00)	0.00	(7,310.00)	0.00%	0.00
			0.00		0.00			0.00
808	WC E.M.S. Appropriation		(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
			0.00		0.00			0.00
815	Main Street Jones Program	Exp	0.00	0.00	1,760.55	1,760.55	No Budget	449.99
			0.00		0.00			0.00
817	Main St.-Jonesborough Days		0.00	0.00	698.27	698.27	No Budget	49.98
			0.00		0.00			0.00
910	Land		0.00	0.00	350,299.50	350,299.50	No Budget	0.00
			0.00		0.00			0.00
991	Facade Renovation		(10,000.00)	(10,000.00)	5,000.00	(5,000.00)	50.00%	5,000.00
			0.00		0.00			0.00
992	Street/Solid Waste Building		(217,000.00)	(217,000.00)	0.00	(217,000.00)	0.00%	0.00
			0.00		0.00			0.00
42100	Police							
121	Salaries and Wages		(1,398,662.00)	(1,398,662.00)	578,238.62	(820,423.38)	41.34%	173,310.96
			0.00		0.00			0.00
121	100		0.00	0.00	8,812.50	8,812.50	No Budget	0.00
			0.00		0.00			0.00
141	100		0.00	0.00	625.44	625.44	No Budget	0.00
			0.00		0.00			0.00
		Oasi (Employer's Share)						

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jenrings
Date/Time: 12/4/2024 4:49 PM
Page 7 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141		Oasi (Employer's Share)	(106,998.00)	(106,998.00)	40,956.47	(66,041.53)	38.28%	12,365.63
			0.00		0.00			0.00
142		Hospital And Health Insurance	(259,228.00)	(259,228.00)	130,522.49	(128,705.51)	50.35%	24,061.63
			0.00		0.00			0.00
143	100	Employee Retirement Plan	0.00	0.00	528.77	528.77	No Budget	0.00
			0.00		0.00			0.00
143		Employee Retirement Plan	(80,547.00)	(80,547.00)	33,987.02	(46,559.98)	42.20%	9,437.28
			0.00		0.00			0.00
146		Workmen's Compensation	(40,600.00)	(40,600.00)	0.00	(40,600.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(600.00)	(600.00)	42.01	(557.99)	7.00%	0.00
			0.00		0.00			0.00
148		Employee Education And Training	(18,000.00)	(18,000.00)	687.58	(17,312.42)	3.82%	105.00
			0.00		0.00			0.00
164		Reserve Officer Program	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
165		Court Costs	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(2,500.00)	(2,500.00)	517.86	(1,982.14)	20.71%	221.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(2,000.00)	(2,000.00)	25.00	(1,975.00)	1.25%	0.00
			0.00		0.00			0.00
236		Public Relation	(5,000.00)	(5,000.00)	1,079.71	(3,920.29)	21.59%	50.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(20,660.00)	(20,660.00)	5,161.57	(15,498.43)	24.98%	1,123.76
			0.00		0.00			0.00
248		GPS Services	(5,250.00)	(5,250.00)	2,326.16	(2,923.84)	44.31%	581.54
			0.00		0.00			0.00
251		Medical Services	(11,500.00)	(11,500.00)	4,064.83	(7,435.17)	35.35%	503.90
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
260	RADIO		(1,000.00)	(1,000.00)	234.53	(765.47)	23.45%	136.63
		Repair And Maintenance Services	0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(20,000.00)	(20,000.00)	11,461.83	(8,538.17)	57.31%	2,488.97
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	100.00	(900.00)	10.00%	0.00
			0.00		0.00			0.00
270		Repair And Maintenance Surplus Vehicles &	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
280		Travel	(5,000.00)	(5,000.00)	503.50	(4,496.50)	10.07%	503.50
			0.00		0.00			0.00
289		Travel - Surplus Vehicles & Equip	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(45,000.00)	(45,000.00)	26,868.82	(18,131.18)	59.71%	475.00
			0.00		0.00			0.00
307		Shop with a Cop	(29,000.00)	(29,000.00)	2,116.05	(26,883.95)	7.30%	2,116.05
			0.00		0.00			0.00
311		Office Supplies	(3,500.00)	(3,500.00)	356.34	(3,143.66)	10.18%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(20,000.00)	(20,000.00)	528.43	(19,471.57)	2.64%	0.00
			0.00		0.00			0.00
313		Stationary/Forms	(1,400.00)	(1,400.00)	132.43	(1,267.57)	9.46%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(22,000.00)	(22,000.00)	4,862.20	(17,137.80)	22.10%	231.26
			0.00		0.00			0.00
327		Fire Arm Supplies	(8,500.00)	(8,500.00)	3,238.72	(5,261.28)	38.10%	3,238.72
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(60,000.00)	(60,000.00)	17,944.80	(42,055.20)	29.91%	4,408.83
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 9 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344	Safety Supplies		(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
390	Miscellaneous Supplies		(6,000.00)	(6,000.00)	1,334.93	(4,665.07)	22.25%	133.86
390	100	Miscellaneous Supplies	0.00	0.00	0.00	181.80	No Budget	0.00
535			(25,000.00)	(25,000.00)	7,523.51	(17,476.49)	30.09%	1,352.35
560		Equipment Leases & Maint Contracts	0.00	(25,000.00)	6,003.09	(18,996.91)	24.01%	1,835.85
620	PSVEH	State Police Fines	(121,000.00)	(121,000.00)	121,000.00	0.00	100.00%	0.00
640	PSVEH	Note Principal	(3,101.00)	(3,101.00)	2,061.80	(1,039.20)	66.49%	0.00
701		Interest On Notes	0.00	0.00	0.00	(5,000.00)	0.00%	0.00
701		DOJ Bullet Proof Vests Grant	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
702		TN Highway Safety Grant	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
831		Ps Electr.Citation Reserve Exp	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
832		Clerk Electr.Citation Reserve Exp	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
833		Handgun Permit Class Expense	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
834		Driving School Tech Fund Expenses	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
835		Paws In Blue Canine Expenses	(8,000.00)	(8,000.00)	971.13	(7,028.87)	12.14%	0.00
			0.00	0.00	0.00	0.00		0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 10 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42200	Fire Protection And Control Services							
121			(506,195.00)	(506,195.00)	235,081.61	(271,113.39)	46.44%	66,853.33
	Salaries and Wages		0.00		0.00			0.00
141			(38,724.00)	(38,724.00)	16,972.64	(21,751.36)	43.83%	4,838.51
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(77,012.00)	(77,012.00)	35,489.58	(41,522.42)	46.08%	6,501.65
	Hospital And Health Insurance		0.00		0.00			0.00
143			(28,595.00)	(28,595.00)	12,358.31	(16,236.69)	43.22%	3,319.81
	Employee Retirement Plan		0.00		0.00			0.00
146			(8,600.00)	(8,600.00)	0.00	(8,600.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(8,500.00)	(8,500.00)	4,664.80	(3,835.20)	54.88%	300.00
	Employee Education And Training		0.00		0.00			0.00
211			(200.00)	(200.00)	71.88	(128.12)	35.94%	34.54
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(2,500.00)	(2,500.00)	150.00	(2,350.00)	6.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
236			(500.00)	(500.00)	(219.92)	(719.92)	-43.98%	0.00
	Public Relation		0.00		0.00			0.00
245			(6,250.00)	(6,250.00)	3,248.26	(3,001.74)	51.97%	534.30
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,500.00)	(1,500.00)	872.28	(627.72)	58.15%	218.07
	GPS Services		0.00		0.00			0.00
251			(6,500.00)	(6,500.00)	1,086.94	(5,413.06)	16.72%	179.15
	Medical Services		0.00		0.00			0.00
261			(30,000.00)	(30,000.00)	21,158.59	(8,841.41)	70.53%	1,208.55
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 11 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262		Repair And Maintenance Equipment	(2,500.00)	(2,500.00)	7,626.49	5,126.49	305.06%	6,292.47
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(10,000.00)	(10,000.00)	1,849.56	(8,150.44)	18.50%	468.50
			0.00		0.00			0.00
280		Travel	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(26,000.00)	(26,000.00)	2,341.21	(23,658.79)	9.00%	0.00
			0.00		0.00			0.00
311		Office Supplies	(1,000.00)	(1,000.00)	453.05	(546.95)	45.31%	16.99
			0.00		0.00			0.00
312		Small Items Of Equipment	(45,000.00)	(45,000.00)	6,484.02	(38,515.98)	14.41%	1,278.90
			0.00		0.00			0.00
313		Stationary/Forms	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(13,000.00)	(13,000.00)	3,076.64	(9,923.36)	23.67%	0.00
			0.00		0.00			0.00
329		Fire Fighting Gear	(60,000.00)	(60,000.00)	4,276.55	(55,723.45)	7.13%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(13,000.00)	(13,000.00)	3,537.30	(9,462.70)	27.21%	907.33
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
390		100	0.00	0.00	85.44	85.44	No Budget	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(6,500.00)	(6,500.00)	3,136.56	(3,363.44)	48.25%	188.29
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(6,500.00)	(6,500.00)	2,754.58	(3,745.42)	42.38%	485.14
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
620	FT16		(39,866.00)	(39,866.00)	16,474.60	(23,391.40)	41.32%	3,310.40
	Note Principal		0.00		0.00			0.00
620	FT21		(47,000.00)	(47,000.00)	47,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	FT16		(2,061.00)	(2,061.00)	994.85	(1,066.15)	48.27%	183.49
	Interest On Notes		0.00		0.00			0.00
640	FT21		(9,021.00)	(9,021.00)	4,785.30	(4,235.70)	53.05%	0.00
	Interest On Notes		0.00		0.00			0.00
43100		Highways And Streets						
121			(436,833.00)	(436,833.00)	133,576.08	(303,256.92)	30.58%	41,459.47
		Salaries and Wages	0.00		0.00			0.00
141			(33,418.00)	(33,418.00)	9,606.85	(23,811.15)	28.75%	2,993.29
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(71,306.00)	(71,306.00)	24,372.33	(46,933.67)	34.18%	4,624.89
		Hospital And Health Insurance	0.00		0.00			0.00
143			(25,022.00)	(25,022.00)	7,834.53	(17,187.47)	31.31%	2,307.56
		Employee Retirement Plan	0.00		0.00			0.00
146			(28,496.00)	(28,496.00)	0.00	(28,496.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(220.00)	(220.00)	0.00	(220.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
245			(3,500.00)	(3,500.00)	725.56	(2,774.44)	20.73%	156.79
		Telephone And Other Communication Services	0.00		0.00			0.00
247			(192,500.00)	(192,500.00)	70,607.10	(121,892.90)	36.68%	17,391.70
		Street Lighting (Electric And Maint.)	0.00		0.00			0.00
248			(2,250.00)	(2,250.00)	872.28	(1,377.72)	38.77%	218.07
		GPS Services	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251	Medical Services		(3,300.00)	(3,300.00)	1,251.81	(2,048.19)	37.93%	181.60
			0.00		0.00			0.00
261	Repair And Maintenance	Motor Vehicles	(49,500.00)	(49,500.00)	46,182.28	(3,317.72)	93.30%	9,522.81
			0.00		0.00			0.00
262	Repair And Maintenance	Equipment	(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
			0.00		0.00			0.00
266	Repair And Maintenance	Buildings	(6,000.00)	(6,000.00)	5.67	(5,994.33)	0.09%	0.00
			0.00		0.00			0.00
268	Repair And Maintenance	Roads And Streets	(18,750.00)	(18,750.00)	398.92	(18,351.08)	2.13%	0.00
			0.00		0.00			0.00
311	Office Supplies		(500.00)	(500.00)	5.11	(494.89)	1.02%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(14,600.00)	(14,600.00)	1,539.70	(13,060.30)	10.55%	0.00
			0.00		0.00			0.00
326	Clothing And Uniforms		(3,850.00)	(3,850.00)	777.49	(3,072.51)	20.19%	0.00
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(38,610.00)	(38,610.00)	6,979.30	(31,630.70)	18.08%	0.00
			0.00		0.00			0.00
334	Tires, Tubes And Etc.		(7,000.00)	(7,000.00)	3,289.00	(3,711.00)	46.99%	45.00
			0.00		0.00			0.00
342	Sign Parts And Supplies		(7,260.00)	(7,260.00)	1,933.27	(5,326.73)	26.63%	1,656.24
			0.00		0.00			0.00
344	Safety Supplies		(2,200.00)	(2,200.00)	252.00	(1,948.00)	11.45%	0.00
			0.00		0.00			0.00
390	Miscellaneous Supplies		(3,300.00)	(3,300.00)	152.00	(3,148.00)	4.61%	0.00
			0.00		0.00			0.00
395	Storm Water		(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
			0.00		0.00			0.00
454	Sodium Chloride		(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
473		Curbing, Sidewalks, and Rock	(25,000.00)	(25,000.00)	597.79	(24,402.21)	2.39%	(262.76)
			0.00		0.00			0.00
474		Street Paving	(150,000.00)	(150,000.00)	960.10	(149,039.90)	0.64%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(2,500.00)	(2,500.00)	1,678.22	(821.78)	67.13%	361.15
			0.00		0.00			0.00
560		State Storm Water Maintenance Fees	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
941		Vehicles	(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
			0.00		0.00			0.00
942		General Purpose Machinery And Equipment	(18,750.00)	(18,750.00)	0.00	(18,750.00)	0.00%	0.00
			0.00		0.00			0.00
43170		City Garage						
121		Salaries and Wages	(91,061.00)	(91,061.00)	43,300.64	(47,760.36)	47.55%	11,384.83
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(6,966.00)	(6,966.00)	2,937.34	(4,028.66)	42.17%	774.61
			0.00		0.00			0.00
142		Hospital And Health Insurance	(30,969.00)	(30,969.00)	14,196.64	(16,772.36)	45.84%	2,339.80
			0.00		0.00			0.00
143		Employee Retirement Plan	(5,407.00)	(5,407.00)	2,553.06	(2,853.94)	47.22%	638.10
			0.00		0.00			0.00
146		Workmen's Compensation	(2,325.00)	(2,325.00)	0.00	(2,325.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(80.00)	(80.00)	0.00	(80.00)	0.00%	0.00
			0.00		0.00			0.00
148		Employee Education And Training	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
			0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 15 of 57

Fund : 110		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241	Electric		(5,000.00)	(5,000.00)	1,553.23	(3,446.77)	31.06%	413.44
			0.00		0.00			0.00
242	Water		(1,000.00)	(1,000.00)	114.31	(885.69)	11.43%	0.00
			0.00		0.00			0.00
245	Telephone And Other Communication Services		(2,250.00)	(2,250.00)	1,214.19	(1,035.81)	53.96%	250.81
			0.00		0.00			0.00
248	GPS Services		(400.00)	(400.00)	96.92	(303.08)	24.23%	24.23
			0.00		0.00			0.00
251	Medical Services		(800.00)	(800.00)	626.60	(173.40)	78.33%	265.63
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(2,800.00)	(2,800.00)	877.63	(1,922.37)	31.34%	0.00
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(500.00)	(500.00)	475.00	(25.00)	95.00%	0.00
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(1,500.00)	(1,500.00)	468.13	(1,031.87)	31.21%	90.63
			0.00		0.00			0.00
311	Office Supplies		(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(3,470.00)	(3,470.00)	1,171.21	(2,298.79)	33.75%	0.00
			0.00		0.00			0.00
324	Household And Janitorial Supplies		(1,000.00)	(1,000.00)	378.46	(621.54)	37.85%	87.06
			0.00		0.00			0.00
326	Clothing And Uniforms		(2,300.00)	(2,300.00)	1,187.77	(1,112.23)	51.64%	227.22
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(2,300.00)	(2,300.00)	2,375.39	75.39	103.28%	1,867.74
			0.00		0.00			0.00
334	Tires, Tubes And Etc.		(1,000.00)	(1,000.00)	399.40	(600.60)	39.94%	0.00
			0.00		0.00			0.00
341	Consumable Tools		(2,800.00)	(2,800.00)	0.00	(2,800.00)	0.00%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344	Safety Supplies		(1,000.00)	(1,000.00)	260.00	(740.00)	26.00%	0.00
			0.00		0.00			0.00
345	Welding Supplies		(900.00)	(900.00)	227.22	(672.78)	25.25%	0.00
			0.00		0.00			0.00
346	Wash Bay Maintenance and Supplies		(2,500.00)	(2,500.00)	395.00	(2,105.00)	15.80%	0.00
			0.00		0.00			0.00
390	Miscellaneous Supplies		(1,000.00)	(1,000.00)	443.76	(556.24)	44.38%	19.83
			0.00		0.00			0.00
535	Equipment Leases & Maint Contracts		(3,900.00)	(3,900.00)	1,897.73	(2,002.27)	48.66%	378.63
			0.00		0.00			0.00
44320	Senior Citizen Facilities							
121	IIIB		(35,861.00)	(35,861.00)	15,039.45	(20,821.55)	41.94%	4,618.40
	Salaries and Wages		0.00		0.00			0.00
121	Salaries and Wages		(396,484.00)	(396,484.00)	162,338.58	(234,145.42)	40.94%	49,885.00
			0.00		0.00			0.00
141	IIIB		(2,743.00)	(2,743.00)	361.42	(2,381.58)	13.18%	310.63
	Oasi (Employer's Share)		0.00		0.00			0.00
141	Oasi (Employer's Share)		(30,331.00)	(30,331.00)	12,240.81	(18,090.19)	40.36%	3,595.09
			0.00		0.00			0.00
142	Hospital And Health Insurance		(70,687.00)	(70,687.00)	31,309.90	(39,377.10)	44.29%	5,562.78
			0.00		0.00			0.00
142	TRANS		0.00	0.00	45.45	45.45	No Budget	9.09
	Hospital And Health Insurance		0.00		0.00			0.00
142	IIIB		(12,626.00)	(12,626.00)	6,287.04	(6,338.96)	49.79%	1,047.84
			0.00		0.00			0.00
143	Hospital And Health Insurance		(21,310.00)	(21,310.00)	9,024.88	(12,285.12)	42.35%	2,550.20
	Employee Retirement Plan		0.00		0.00			0.00
143	IIIB		(2,141.00)	(2,141.00)	298.11	(1,842.89)	13.92%	247.11
	Employee Retirement Plan		0.00		0.00			0.00
146	Workmen's Compensation		(1,623.00)	(1,623.00)	0.00	(1,623.00)	0.00%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(220.00)	(220.00)	8.57	(211.43)	3.90%	0.00
		Unemployment Insurance	0.00		0.00			0.00
147	IIIB		(21.00)	(21.00)	0.00	(21.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148	976		0.00	0.00	792.23	792.23	No Budget	0.00
		Employee Education And Training	0.00		0.00			0.00
148	IIIB		(2,500.00)	(2,500.00)	1,169.94	(1,330.06)	46.80%	191.96
		Employee Education And Training	0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(1,200.00)	(1,200.00)	453.12	(746.88)	37.76%	34.54
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(5,500.00)	(5,500.00)	439.80	(5,060.20)	8.00%	219.90
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(32,001.00)	(32,001.00)	9,160.49	(22,840.51)	28.63%	1,828.33
		Electric	0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	1,518.24	(2,481.76)	37.96%	282.89
		Water	0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	3,133.00	(6,867.00)	31.33%	647.65
		Telephone And Other Communication Services	0.00		0.00			0.00
245	IIIB		(780.00)	(780.00)	260.00	(520.00)	33.33%	65.00
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	387.68	(812.32)	32.31%	96.92
		GPS Services	0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	853.75	(1,646.25)	34.15%	263.15
		Medical Services	0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	68.96	(931.04)	6.90%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	40.00	(960.00)	4.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 18 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
265		Repair And Maintenance Grounds And	(10,000.00)	(10,000.00)	962.50	(9,037.50)	9.63%	312.50
			0.00	0.00	0.00			0.00
266		Repair And Maintenance Buildings	(35,000.00)	(35,000.00)	23,420.49	(11,579.51)	66.92%	4,299.26
			0.00	0.00	0.00			0.00
290	979	Other Contracted Services	0.00	0.00	3,031.05	3,031.05	No Budget	3,031.05
			0.00	0.00	0.00			0.00
300	IIIB	Supplies	(554.00)	(554.00)	149.18	(404.82)	26.93%	149.18
			0.00	0.00	0.00			0.00
311		Office Supplies	(3,200.00)	(3,200.00)	1,424.22	(1,775.78)	44.51%	719.02
			0.00	0.00	0.00			0.00
312	977	Small Items Of Equipment	0.00	0.00	1,531.06	1,531.06	No Budget	176.91
			0.00	0.00	0.00			0.00
312	978	Small Items Of Equipment	0.00	0.00	2,674.50	2,674.50	No Budget	174.50
			0.00	0.00	0.00			0.00
312		Small Items Of Equipment	(4,800.00)	(4,800.00)	4,649.49	(150.51)	96.86%	970.00
			0.00	0.00	0.00			0.00
324		Household And Janitorial Supplies	(6,000.00)	(6,000.00)	2,255.96	(3,744.04)	37.60%	603.86
			0.00	0.00	0.00			0.00
326		Clothing And Uniforms	(900.00)	(900.00)	130.00	(770.00)	14.44%	0.00
			0.00	0.00	0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,700.00)	(2,700.00)	549.53	(2,150.47)	20.35%	90.62
			0.00	0.00	0.00			0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	963.18	(36.82)	96.32%	0.00
			0.00	0.00	0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
360	IIIB	Transportation	(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
390		Miscellaneous Supplies	(1,500.00)	(1,500.00)	469.10	(1,030.90)	31.27%	92.96
			0.00	0.00	0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	(25,000.00)	(25,000.00)	8,720.36	(16,279.64)	34.88%	1,181.03
			0.00		0.00			0.00
620	REFBD		(90,000.00)	(90,000.00)	0.00	(90,000.00)	0.00%	0.00
		Note Principal	0.00		0.00			0.00
640	REFBD		(88,350.00)	(88,350.00)	44,175.00	(44,175.00)	50.00%	44,175.00
		Interest On Notes	0.00		0.00			0.00
836		Ada Compliance	(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
			0.00		0.00			0.00
837		Parrish Nurse/Wellness Program	(22,000.00)	(22,000.00)	4,967.60	(17,032.40)	22.58%	546.20
			0.00		0.00			0.00
838		Health Promotion Program	(38,000.00)	(38,000.00)	11,502.00	(26,498.00)	30.27%	220.00
			0.00		0.00			0.00
839		Senior Center-Special Projects Ex	(55,000.00)	(55,000.00)	18,150.97	(36,849.03)	33.00%	0.00
			0.00		0.00			0.00
841		Senior Center State Grant Tcad Ex	0.00	0.00	1,356.22	1,356.22	No Budget	0.00
			0.00		0.00			0.00
44400		Parks and Recreation						
121		Salaries and Wages	(399,945.00)	(399,945.00)	164,541.10	(235,403.90)	41.14%	49,083.13
			0.00		0.00			0.00
141		Oasi (Employer's Share)	(30,596.00)	(30,596.00)	12,029.71	(18,566.29)	39.32%	3,539.99
			0.00		0.00			0.00
142		Hospital And Health Insurance	(59,254.00)	(59,254.00)	24,628.83	(34,625.17)	41.56%	6,401.12
			0.00		0.00			0.00
143		Employee Retirement Plan	(22,925.00)	(22,925.00)	8,836.10	(14,088.90)	38.54%	2,561.40
			0.00		0.00			0.00
146		Workmen's Compensation	(4,750.00)	(4,750.00)	0.00	(4,750.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(205.00)	(205.00)	77.73	(127.27)	37.92%	30.99
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148		Employee Education And Training	(1,500.00)	(1,500.00)	771.51	(728.49)	51.43%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(500.00)	(500.00)	73.02	(426.98)	14.60%	36.61
			0.00		0.00			0.00
220		Printing, Duplicating, Typing, And Binding	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
241		Electric	(37,500.00)	(37,500.00)	11,088.55	(26,411.45)	29.57%	3,213.86
			0.00		0.00			0.00
242		Water	(15,000.00)	(15,000.00)	9,191.06	(5,808.94)	61.27%	631.87
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(10,000.00)	(10,000.00)	3,691.46	(6,308.54)	36.91%	1,080.67
			0.00		0.00			0.00
248		GPS Services	(1,200.00)	(1,200.00)	387.68	(812.32)	32.31%	96.92
			0.00		0.00			0.00
251		Medical Services	(2,500.00)	(2,500.00)	1,502.40	(997.60)	60.10%	184.05
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(6,500.00)	(6,500.00)	1,243.36	(5,256.64)	19.13%	721.62
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(7,000.00)	(7,000.00)	62.20	(6,937.80)	0.89%	0.00
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And 905	(200,000.00)	(200,000.00)	104,861.20	(95,138.80)	52.43%	22,865.33
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And	0.00	0.00	24,962.39	24,962.39	No Budget	6,052.50
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(8,000.00)	(8,000.00)	643.97	(7,356.03)	8.05%	0.00
			0.00		0.00			0.00
311		Office Supplies	(500.00)	(500.00)	167.45	(332.55)	33.49%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(6,500.00)	(6,500.00)	2,313.00	(4,187.00)	35.58%	0.00
			0.00		0.00			0.00
323		Food	0.00	0.00	248.95	248.95	No Budget	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(4,500.00)	(4,500.00)	951.68	(3,548.32)	21.15%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(1,600.00)	(1,600.00)	1,400.04	(199.96)	87.50%	110.49
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(7,000.00)	(7,000.00)	1,455.66	(5,544.34)	20.80%	462.72
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,500.00)	(1,500.00)	760.20	(739.80)	50.68%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(1,000.00)	(1,000.00)	3,113.56	2,113.56	311.36%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,500.00)	(1,500.00)	1,552.05	52.05	103.47%	1,000.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(3,000.00)	(3,000.00)	2,116.97	(883.03)	70.57%	539.74
			0.00		0.00			0.00
565		Permit Fee	0.00	0.00	1,000.00	1,000.00	No Budget	0.00
			0.00		0.00			0.00
843		Jrt Players Education Program	(50,000.00)	(50,000.00)	10,079.01	(39,920.99)	20.16%	4,547.76
			0.00		0.00			0.00
844		Special Programs	(20,000.00)	(20,000.00)	11,080.34	(8,919.66)	55.40%	9,451.01
			0.00		0.00			0.00
845		Athletic Programs	(10,000.00)	(10,000.00)	2,607.08	(7,392.92)	26.07%	0.00
			0.00		0.00			0.00
847		Jrt-Don Squibb Scholarship Awards	(3,000.00)	(3,000.00)	150.00	(2,850.00)	5.00%	0.00
			0.00		0.00			0.00
848		Jpac/Repertory Theatre	(52,000.00)	(52,000.00)	24,803.19	(27,196.81)	47.70%	6,510.84
			0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 22 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
849			(2,000.00)	(2,000.00)	748.26	(1,251.74)	37.41%	30.00
		Flag Committee Expenditures	0.00		0.00			0.00
850			(45,000.00)	(45,000.00)	27,215.36	(17,784.64)	60.48%	39.98
		Townscape	0.00		0.00			0.00
851		Keep Jonesborough Beautiful Progr	(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
			0.00		0.00			0.00
852		Lprf Grant-Lincoln Community Park	0.00	0.00	14,317.47	14,317.47	No Budget	0.00
			0.00		0.00			0.00
853		Chuckey Depot Museum Reserve Exp	(3,000.00)	(3,000.00)	500.00	(2,500.00)	16.67%	500.00
			0.00		0.00			0.00
854		E.Gillespie Bldg.Utilities&Suppli	(16,000.00)	(16,000.00)	9,649.99	(6,350.01)	60.31%	2,478.52
			0.00		0.00			0.00
855		Jackson Theatre Utilities	0.00	0.00	7,841.51	7,841.51	No Budget	1,395.80
			0.00		0.00			0.00
856		Boone Street Mkt Utilities	(13,500.00)	(13,500.00)	2,551.15	(10,948.85)	18.90%	461.53
			0.00		0.00			0.00
857		Chuckey Depot Operating Expenses	0.00	0.00	3,382.77	3,382.77	No Budget	561.86
			0.00		0.00			0.00
858		Jrt Warehouse Expenses	0.00	0.00	970.64	970.64	No Budget	110.18
			0.00		0.00			0.00
860		Tree & Townscape Exp	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
861		Special Programs	0.00	0.00	32.26	32.26	No Budget	0.00
			0.00		0.00			0.00
872		K-8 Maintenance	0.00	0.00	3,900.00	3,900.00	No Budget	0.00
			0.00		0.00			0.00
939		Other Improvements	(1,000,000.00)	(1,000,000.00)	15,750.00	(984,250.00)	1.58%	4,500.00
			0.00		0.00			0.00
940		Machinery And Equipment	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
			0.00		0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
941	Vehicles		(30,000.00)	(30,000.00)	27,430.00	(2,570.00)	91.43%	0.00
963	Jackson Thtre Renov		0.00	0.00	8,700.00	8,700.00	No Budget	191,883.70
965	Ballfield Upgrades		(135,500.00)	(135,500.00)	0.00	(135,500.00)	0.00%	0.00
966	Depot St Park Upgrades		(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
970	Dog Park Construction		(19,820.00)	(19,820.00)	0.00	(19,820.00)	0.00%	0.00
44490	Wetlands Water Park							
121	Salaries and Wages		(291,782.00)	(291,782.00)	124,119.27	(167,662.73)	42.54%	13,568.88
141	Oasi (Employer's Share)		(22,321.00)	(22,321.00)	9,495.16	(12,825.84)	42.54%	1,037.99
142	Hospital And Health Insurance		(2,400.00)	(2,400.00)	1,235.75	(1,164.25)	51.49%	209.09
143	Employee Retirement Plan		(3,780.00)	(3,780.00)	582.01	(3,197.99)	15.40%	436.11
146	Workmen's Compensation		(6,092.00)	(6,092.00)	0.00	(6,092.00)	0.00%	0.00
147	Unemployment Insurance		(700.00)	(700.00)	385.73	(314.27)	55.10%	16.47
148	Employee Education And Training		(2,000.00)	(2,000.00)	178.68	(1,821.32)	8.93%	0.00
211	Postage, Box Rent, Etc.		(200.00)	(200.00)	63.16	(136.84)	31.58%	29.02
220	Printing, Duplicating, Typing, And Binding		(1,000.00)	(1,000.00)	11.90	(988.10)	1.19%	0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
230		Publicity, Subscriptions, And Dues	(1,500.00)	(1,500.00)	779.10	(720.90)	51.94%	0.00
			0.00		0.00			0.00
238		Marketing and Marketing Supplies	(20,000.00)	(20,000.00)	7,543.50	(12,456.50)	37.72%	448.00
			0.00		0.00			0.00
241		Electric	(45,000.00)	(45,000.00)	22,168.93	(22,831.07)	49.26%	1,815.69
			0.00		0.00			0.00
242		Water	(15,000.00)	(15,000.00)	3,130.89	(11,869.11)	20.87%	465.22
			0.00		0.00			0.00
245		Telephone And Other Communication Services	(5,300.00)	(5,300.00)	2,769.02	(2,530.98)	52.25%	552.76
			0.00		0.00			0.00
251		Medical Services	(2,000.00)	(2,000.00)	30.72	(1,969.28)	1.54%	0.00
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(3,200.00)	(3,200.00)	277.67	(2,922.33)	8.68%	0.00
			0.00		0.00			0.00
265		Repair And Maintenance Grounds And	(6,000.00)	(6,000.00)	229.15	(5,770.85)	3.82%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(10,000.00)	(10,000.00)	1,974.69	(8,025.31)	19.75%	78.00
			0.00		0.00			0.00
288		Travel/Training/Car Allowance	(1,000.00)	(1,000.00)	1,735.00	735.00	173.50%	0.00
			0.00		0.00			0.00
291		Pool Maintenance	(15,000.00)	(15,000.00)	126.04	(14,873.96)	0.84%	0.00
			0.00		0.00			0.00
296		Pool Pump Repair/Replacement	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
			0.00		0.00			0.00
311		Office Supplies	(800.00)	(800.00)	150.61	(649.39)	18.83%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(5,000.00)	(5,000.00)	2,140.51	(2,859.49)	42.81%	0.00
			0.00		0.00			0.00
321		Paper/Plastics	(7,500.00)	(7,500.00)	1,381.37	(6,118.63)	18.42%	0.00
			0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 25 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
323		Food	(45,000.00)	(45,000.00)	16,134.33	(28,865.67)	35.85%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	1,642.55	(3,357.45)	32.85%	0.00
			0.00		0.00			0.00
325		Beverages	(15,000.00)	(15,000.00)	4,744.57	(10,255.43)	31.63%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(2,000.00)	(2,000.00)	321.19	(1,678.81)	16.06%	0.00
			0.00		0.00			0.00
337		Photo ID Supplies	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(800.00)	(800.00)	246.51	(553.49)	30.81%	0.00
			0.00		0.00			0.00
351		Merchandise Purchased For Resale	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(750.00)	(750.00)	144.96	(605.04)	19.33%	0.00
			0.00		0.00			0.00
493		Chemicals	(27,000.00)	(27,000.00)	9,625.47	(17,374.53)	35.65%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(3,000.00)	(3,000.00)	3,245.66	245.66	108.19%	428.30
			0.00		0.00			0.00
556		Credit Card Fees	(7,500.00)	(7,500.00)	7,741.85	241.85	103.22%	0.00
			0.00		0.00			0.00
620		TBF21	(33,500.00)	(33,500.00)	0.00	(33,500.00)	0.00%	0.00
		Note Principal	0.00		0.00			0.00
640		TBF21	(1,210.00)	(1,210.00)	605.02	(604.98)	50.00%	0.00
		Interest On Notes	0.00		0.00			0.00
959		Building Renovations	(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44491	McKinney Center							
121	Salaries and Wages		(240,016.00)	(240,016.00)	99,798.40	(140,217.60)	41.58%	29,476.61
			0.00		0.00			0.00
141	Oasi (Employer's Share)		(18,361.00)	(18,361.00)	7,373.70	(10,987.30)	40.16%	2,183.82
			0.00		0.00			0.00
142	Hospital And Health Insurance		(21,375.00)	(21,375.00)	11,188.47	(10,186.53)	52.34%	1,951.03
			0.00		0.00			0.00
143	Employee Retirement Plan		(13,115.00)	(13,115.00)	5,402.22	(7,712.78)	41.19%	1,520.91
			0.00		0.00			0.00
146	Workmen's Compensation		(203.00)	(203.00)	0.00	(203.00)	0.00%	0.00
			0.00		0.00			0.00
147	Unemployment Insurance		(180.00)	(180.00)	23.63	(156.37)	13.13%	6.37
			0.00		0.00			0.00
148	Employee Education And Training		(3,500.00)	(3,500.00)	218.94	(3,281.06)	6.26%	0.00
			0.00		0.00			0.00
211	Postage, Box Rent, Etc.		(300.00)	(300.00)	124.33	(175.67)	41.44%	52.89
			0.00		0.00			0.00
220	Printing, Duplicating, Typing, And Binding		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
230	Publicity, Subscriptions, And Dues		(400.00)	(400.00)	41.00	(359.00)	10.25%	0.00
			0.00		0.00			0.00
238	Marketing and Marketing Supplies		(3,500.00)	(3,500.00)	496.00	(3,004.00)	14.17%	0.00
			0.00		0.00			0.00
241	Electric		(8,500.00)	(8,500.00)	3,149.32	(5,350.68)	37.05%	645.31
			0.00		0.00			0.00
242	Water		(800.00)	(800.00)	220.82	(579.18)	27.60%	0.00
			0.00		0.00			0.00
245	Telephone And Other Communication Services		(6,500.00)	(6,500.00)	996.73	(5,503.27)	15.33%	198.41
			0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251	Medical Services		(800.00)	(800.00)	414.01	(385.99)	51.75%	68.50
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(37,000.00)	(37,000.00)	8,749.43	(28,250.57)	23.65%	3,697.91
			0.00		0.00			0.00
272	Repair And Maintenance Buildings - Capital		(15,500.00)	(15,500.00)	0.00	(15,500.00)	0.00%	0.00
			0.00		0.00			0.00
279	Website Maintenance		(2,400.00)	(2,400.00)	325.00	(2,075.00)	13.54%	0.00
			0.00		0.00			0.00
311	Office Supplies		(2,300.00)	(2,300.00)	820.97	(1,479.03)	35.69%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(9,650.00)	(9,650.00)	4,253.51	(5,396.49)	44.08%	4,230.00
			0.00		0.00			0.00
313	Stationary/Forms		(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
323	Food		(1,100.00)	(1,100.00)	112.41	(987.59)	10.22%	0.00
			0.00		0.00			0.00
324	Household And Janitorial Supplies		(3,000.00)	(3,000.00)	1,177.56	(1,822.44)	39.25%	0.00
			0.00		0.00			0.00
326	Clothing And Uniforms		(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
344	Safety Supplies		(125.00)	(125.00)	33.66	(91.34)	26.93%	0.00
			0.00		0.00			0.00
390	Miscellaneous Supplies		(450.00)	(450.00)	59.25	(390.75)	13.17%	0.00
			0.00		0.00			0.00
535	Equipment Leases & Maint Contracts		(8,500.00)	(8,500.00)	4,322.89	(4,177.11)	50.86%	703.21
			0.00		0.00			0.00
556	Credit Card Fees		(600.00)	(600.00)	217.82	(382.18)	36.30%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
861	725		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Special Programs	0.00		0.00			0.00
862			(2,000.00)	(2,000.00)	948.58	(1,051.42)	47.43%	0.00
		Special Programs	0.00		0.00			0.00
863			(17,000.00)	(17,000.00)	0.00	(17,000.00)	0.00%	0.00
		Americorps Worker Program	0.00		0.00			0.00
864			(50,000.00)	(50,000.00)	14,918.20	(35,081.80)	29.84%	1,351.53
		Mary Martin Prog.For The Arts	0.00		0.00			0.00
864	724		0.00	0.00	874.70	874.70	No Budget	0.00
		Mary Martin Prog.For The Arts	0.00		0.00			0.00
865			(13,500.00)	(13,500.00)	8,493.52	(5,006.48)	62.91%	2,021.81
		Story Town Radio Show	0.00		0.00			0.00
866			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Mckinney Scholarship Fund	0.00		0.00			0.00
44550		Jackson Theater						
290			0.00	0.00	3,000.00	3,000.00	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
555			0.00	0.00	230.85	230.85	No Budget	0.00
		Bank Service Charges	0.00		0.00			0.00
47210		Tourism/Visitors Center						
121	100		0.00	0.00	289.49	289.49	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
121			(397,665.00)	(397,665.00)	156,541.98	(241,123.02)	39.37%	49,358.21
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	21.25	21.25	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(30,421.00)	(30,421.00)	11,404.20	(19,016.80)	37.49%	3,580.29
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(56,865.00)	(56,865.00)	25,047.76	(31,817.24)	44.05%	4,970.46
		Hospital And Health Insurance	0.00		0.00			0.00

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
143			(18,768.00)	(18,768.00)	7,013.98	(11,754.02)	37.37%	2,315.45
		Employee Retirement Plan	0.00		0.00			0.00
143	100		0.00	0.00	17.37	17.37	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,436.00)	(1,436.00)	0.00	(1,436.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(220.00)	(220.00)	42.00	(178.00)	19.09%	1.35
		Unemployment Insurance	0.00		0.00			0.00
148			(11,000.00)	(11,000.00)	1,158.50	(9,841.50)	10.53%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(2,000.00)	(2,000.00)	281.05	(1,718.95)	14.05%	55.70
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(47,000.00)	(47,000.00)	7,040.00	(39,960.00)	14.98%	1,008.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(7,050.00)	(7,050.00)	524.00	(6,526.00)	7.43%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(170,000.00)	(170,000.00)	33,951.61	(136,048.39)	19.97%	10,562.92
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(13,500.00)	(13,500.00)	8,292.94	(5,207.06)	61.43%	6,373.11
		Electric	0.00		0.00			0.00
242			(2,300.00)	(2,300.00)	789.95	(1,510.05)	34.35%	210.26
		Water	0.00		0.00			0.00
245			(12,750.00)	(12,750.00)	2,857.98	(9,892.02)	22.42%	231.14
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(1,500.00)	(1,500.00)	619.00	(881.00)	41.27%	81.80
		Medical Services	0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	96.92	(1,403.08)	6.46%	24.23
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(4,200.00)	(4,200.00)	2,590.00	(1,610.00)	61.67%	720.00
		Repair And Maintenance Equipment	0.00		0.00			0.00

Template Name: LGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 30 of 57

Fund : 110

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266		Repair And Maintenance Buildings	(50,000.00)	(50,000.00)	195.00	(49,805.00)	0.39%	80.00
			0.00		0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	419.37	(1,580.63)	20.97%	6.66
			0.00		0.00			0.00
312		Small Items Of Equipment	(20,000.00)	(20,000.00)	4,387.82	(15,612.18)	21.94%	323.92
			0.00		0.00			0.00
313		Stationary/Forms	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
			0.00		0.00			0.00
323		Food	(500.00)	(500.00)	1,593.00	1,093.00	318.60%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	808.91	(4,191.09)	16.18%	271.11
			0.00		0.00			0.00
326		Clothing And Uniforms	(800.00)	(800.00)	175.93	(624.07)	21.99%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,400.00)	(2,400.00)	382.63	(2,017.37)	15.94%	99.24
			0.00		0.00			0.00
344		Safety Supplies	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	15.18	(984.82)	1.52%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(8,000.00)	(8,000.00)	5,127.26	(2,872.74)	64.09%	830.69
			0.00		0.00			0.00
556		Credit Card Fees	(2,500.00)	(2,500.00)	1,800.68	(699.32)	72.03%	0.00
			0.00		0.00			0.00
598		Gift Shop Expenditures	(30,000.00)	(30,000.00)	12,776.87	(17,223.13)	42.59%	1,259.67
			0.00		0.00			0.00
815		Main Street Jones.Program Exp	(20,000.00)	(20,000.00)	3,701.94	(16,298.06)	18.51%	374.94
			0.00		0.00			0.00
816		Main St.-Brews & Tunes Program	(12,000.00)	(12,000.00)	6,775.00	(5,225.00)	56.46%	0.00
			0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 31 of 57

Fund : 110		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
817		Main St.-Jonesborough Days	(35,000.00)	(35,000.00)	43,857.38	8,857.38	125.31%	0.00
			0.00		0.00			0.00
844		Special Programs	(20,000.00)	(20,000.00)	2,655.84	(17,344.16)	13.28%	2,655.84
			0.00		0.00			0.00
846		Music On The Square Exp	(36,000.00)	(36,000.00)	21,350.00	(14,650.00)	59.31%	0.00
			0.00		0.00			0.00
861		Special Programs	(30,000.00)	(30,000.00)	2,859.23	(27,140.77)	9.53%	81.83
			0.00		0.00			0.00
873		Seasonal Lighting	(60,000.00)	(60,000.00)	0.00	(60,000.00)	0.00%	0.00
			0.00		0.00			0.00
Total For Fund: 110			(15,906,662.00)	(15,906,662.00)	5,114,261.89	(10,792,400.11)	32.15%	1,306,579.05
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 131

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43200	Sanitation Services							
121			(316,805.00)	(316,805.00)	116,350.40	(200,454.60)	36.73%	33,566.50
		Salaries and Wages	0.00		0.00			0.00
141			(23,279.00)	(23,279.00)	8,454.21	(14,824.79)	36.32%	2,456.64
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(60,969.00)	(60,969.00)	23,408.46	(37,560.54)	38.39%	3,626.10
		Hospital And Health Insurance	0.00		0.00			0.00
143			(17,264.00)	(17,264.00)	6,860.98	(10,403.02)	39.74%	1,893.98
		Employee Retirement Plan	0.00		0.00			0.00
146			(13,040.00)	(13,040.00)	0.00	(13,040.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(200.00)	(200.00)	21.01	(178.99)	10.51%	0.00
		Unemployment Insurance	0.00		0.00			0.00
235			(10,500.00)	(10,500.00)	0.00	(10,500.00)	0.00%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
		Keep Jonesborough Beautiful Program	0.00		0.00			0.00
238			(550.00)	(550.00)	487.29	(62.71)	88.60%	0.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
		Electric	0.00		0.00			0.00
245			(5,500.00)	(5,500.00)	1,619.22	(3,880.78)	29.44%	140.69
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(2,850.00)	(2,850.00)	775.36	(2,074.64)	27.21%	193.84
		GPS Services	0.00		0.00			0.00
251			(2,200.00)	(2,200.00)	831.30	(1,368.70)	37.79%	120.75
		Medical Services	0.00		0.00			0.00
261			(66,000.00)	(66,000.00)	19,457.65	(46,542.35)	29.48%	1,449.26
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 33 of 57

Fund : 131

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266			(1,800.00)	(1,800.00)	0.00	(1,800.00)	0.00%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
280			(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
294			(1,100.00)	(1,100.00)	2,252.00	1,152.00	204.73%	0.00
		Tire Disposal Services	0.00		0.00			0.00
295			(120,000.00)	(120,000.00)	50,784.59	(69,215.41)	42.32%	13,486.72
		Waste Disposal Fees	0.00		0.00			0.00
310			0.00	0.00	0.00	0.00	No Budget	0.00
		Office Supplies And Materials	0.00		0.00			0.00
311			(550.00)	(550.00)	109.94	(440.06)	19.99%	0.00
		Office Supplies	0.00		0.00			0.00
312			(825.00)	(825.00)	0.00	(825.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
326			(5,250.00)	(5,250.00)	1,136.66	(4,113.34)	21.65%	315.68
		Clothing And Uniforms	0.00		0.00			0.00
331			(75,000.00)	(75,000.00)	23,308.51	(51,691.49)	31.08%	5,550.68
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(10,800.00)	(10,800.00)	4,145.73	(6,654.27)	38.39%	1,268.16
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(550.00)	(550.00)	252.00	(298.00)	45.82%	0.00
		Safety Supplies	0.00		0.00			0.00
350			(21,000.00)	(21,000.00)	17,562.20	(3,437.80)	83.63%	0.00
		Supplies For Resale	0.00		0.00			0.00
390			(4,800.00)	(4,800.00)	1,381.41	(3,418.59)	28.78%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
520			(6,750.00)	(6,750.00)	0.00	(6,750.00)	0.00%	0.00
		Property/Liability Insurance	0.00		0.00			0.00
533			(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
		Machinery And Equipment Rental	0.00		0.00			0.00

Template Name: LGC
 Created by: LGC

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 34 of 57

Fund : 131

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	0.00	0.00	1,064.82	1,064.82	No Budget	248.27
555		Bank Service Charges	(350.00)	(350.00)	0.00	(350.00)	0.00%	0.00
565		Permit Fee	(2,500.00)	(2,500.00)	3,000.00	500.00	120.00%	0.00
620		Note Principal	(44,962.00)	(44,962.00)	18,592.01	(26,369.99)	41.35%	3,734.55
640		Interest On Notes	(18,346.00)	(18,346.00)	1,950.89	(16,395.11)	10.63%	374.03
940		Machinery And Equipment	(539,069.00)	(539,069.00)	0.00	(539,069.00)	0.00%	0.00
Total For Fund: 131			(1,385,059.00)	(1,385,059.00)	303,806.64	(1,081,252.36)	21.93%	68,425.85
			0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 35 of 57

Fund : 171

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44550	Jackson Theater							
121	100	Salaries and Wages	0.00	0.00	1,223.81	1,223.81	No Budget	0.00
121		Salaries and Wages	(155,769.00)	(155,769.00)	54,296.57	(101,472.43)	34.86%	28,876.01
141		Oasi (Employer's Share)	(11,916.00)	(11,916.00)	4,135.16	(7,780.84)	34.70%	2,190.49
141	100	Oasi (Employer's Share)	0.00	0.00	93.62	93.62	No Budget	0.00
142		Hospital And Health Insurance	(15,026.00)	(15,026.00)	2,113.42	(12,912.58)	14.07%	1,286.15
143	100	Employee Retirement Plan	0.00	0.00	73.43	73.43	No Budget	0.00
143		Employee Retirement Plan	(7,050.00)	(7,050.00)	2,864.04	(4,185.96)	40.62%	1,338.80
147		Unemployment Insurance	(100.00)	(100.00)	42.00	(58.00)	42.00%	29.04
148		Employee Education And Training	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
211		Postage, Box Rent, Etc.	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
220		Printing, Duplicating, Typing, And Binding	(24,400.00)	(24,400.00)	510.00	(23,890.00)	2.09%	0.00
230		Publicity, Subscriptions, And Dues	(2,500.00)	(2,500.00)	25.00	(2,475.00)	1.00%	0.00
238		Marketing and Marketing Supplies	(58,593.00)	(58,593.00)	17,713.50	(40,879.50)	30.23%	11,575.00
241		Electric	(24,400.00)	(24,400.00)	237.78	(24,162.22)	0.97%	182.79
242		Water	(5,000.00)	(5,000.00)	283.50	(4,716.50)	5.67%	2.25
			0.00	0.00	0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 36 of 57

Fund : 171

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(12,500.00)	(12,500.00)	915.16	(11,584.84)	7.32%	135.87
250		Professional Services	0.00	0.00	14,925.00	14,925.00	No Budget	9,925.00
251		Medical Services	0.00	0.00	130.00	130.00	No Budget	65.00
257		Royalties	(24,400.00)	(24,400.00)	0.00	(24,400.00)	0.00%	0.00
262		Repair And Maintenance Equipment	(1,200.00)	(1,200.00)	159.14	(1,040.86)	13.26%	0.00
266		Repair And Maintenance Buildings	(2,500.00)	(2,500.00)	5,657.95	3,157.95	226.32%	214.81
290		Other Contracted Services	(48,800.00)	(48,800.00)	12,855.20	(35,944.80)	26.34%	4,993.55
311		Office Supplies	(2,000.00)	(2,000.00)	330.20	(1,669.80)	16.51%	12.87
312	991	Small Items Of Equipment	0.00	0.00	0.00	0.00	No Budget	0.00
312		Small Items Of Equipment	(1,000.00)	(1,000.00)	8,350.67	7,350.67	835.07%	2,022.61
313		Stationary/Forms	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
323		Food	0.00	0.00	92.78	92.78	No Budget	0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	2,800.71	(2,199.29)	56.01%	925.63
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	195.91	(804.09)	19.59%	0.00
			0.00	0.00	0.00	0.00		0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 171		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535		Equipment Leases & Maint Contracts	(8,000.00)	(8,000.00)	11,596.10	3,596.10	144.95%	1,668.80
			0.00		0.00			0.00
556		Credit Card Fees	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
565		Permit Fee	0.00	0.00	210.00	210.00	No Budget	0.00
			0.00		0.00			0.00
598		Gift Shop Expenditures	(10,000.00)	(10,000.00)	2,723.45	(7,276.55)	27.23%	1,059.55
			0.00		0.00			0.00
620		Note Principal	(25,702.00)	(25,702.00)	0.00	(25,702.00)	0.00%	0.00
			0.00		0.00			0.00
620		RDA26	(45,136.00)	(45,136.00)	11,061.19	(34,074.81)	24.51%	0.00
			0.00		0.00			0.00
640		RDA26	(62,600.00)	(62,600.00)	15,872.81	(46,727.19)	25.36%	0.00
			0.00		0.00			0.00
640		Interest On Notes	0.00	0.00	11,404.77	11,404.77	No Budget	6,499.11
			0.00		0.00			0.00
640		Interest On Notes	(41,590.00)	(41,590.00)	0.00	(41,590.00)	0.00%	0.00
			0.00		0.00			0.00
948		Furniture and Fixtures	0.00	0.00	82,300.90	82,300.90	No Budget	14,385.59
			0.00		0.00			0.00
Total For Fund: 171			(611,182.00)	(611,182.00)	265,193.77	(345,988.23)	43.39%	87,388.92
			0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 38 of 57

Fund : 311

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
95001	K-8 Capital Project							
290			0.00	0.00	2,320.00	2,320.00	No Budget	0.00
	Other Contracted Services		0.00	0.00	0.00			0.00
	Capital Projects		0.00	0.00	2,320.00	2,320.00	100.00%	0.00
			0.00	0.00	0.00			0.00
95003	AG Learning Center							
254			0.00	0.00	40,480.00	40,480.00	No Budget	23,000.00
	Architectural Services		0.00	0.00	0.00			0.00
256			0.00	0.00	1,800.00	1,800.00	No Budget	1,800.00
	Engineering Services		0.00	0.00	0.00			0.00
Total For Fund:	311		0.00	0.00	44,600.00	44,600.00	100.00%	24,800.00
			0.00	0.00	0.00			0.00

Fund : 334

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41591 Health Insurance Reimbursement								
142	131		0.00	0.00	37.09	37.09	No Budget	0.00
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
142	110		0.00	0.00	14,049.50	14,049.50	No Budget	0.00
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
142	413		0.00	0.00	3,717.75	3,717.75	No Budget	0.00
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
Total For Fund: 334			0.00	0.00	17,804.34	17,804.34	100.000%	0.00
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113	Water Purification Facilities							
121			(463,071.00)	(463,071.00)	194,359.55	(268,711.45)	41.97%	44,448.54
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	66,848.26	66,848.26	No Budget	29,247.08
	Salaries and Wages		0.00		0.00			0.00
141	100		0.00	0.00	5,010.11	5,010.11	No Budget	2,186.16
	Oasi (Employer's Share)		0.00		0.00			0.00
141			(35,425.00)	(35,425.00)	14,448.52	(20,976.48)	40.79%	3,292.29
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(71,915.00)	(71,915.00)	23,081.43	(48,833.57)	32.10%	4,743.65
	Hospital And Health Insurance		0.00		0.00			0.00
143			(25,774.00)	(25,774.00)	9,545.77	(16,228.23)	37.04%	2,396.89
	Employee Retirement Plan		0.00		0.00			0.00
143	100		0.00	0.00	4,010.88	4,010.88	No Budget	1,754.82
	Employee Retirement Plan		0.00		0.00			0.00
146			(11,011.00)	(11,011.00)	0.00	(11,011.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(200.00)	(200.00)	84.03	(115.97)	42.02%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(7,000.00)	(7,000.00)	1,050.00	(5,950.00)	15.00%	1,050.00
	Employee Education And Training		0.00		0.00			0.00
211			(700.00)	(700.00)	112.07	(587.93)	16.01%	51.51
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(750.00)	(750.00)	1,920.00	1,170.00	256.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
241			(600,000.00)	(600,000.00)	184,129.89	(415,870.11)	30.69%	44,601.28
	Electric		0.00		0.00			0.00
242			(2,000.00)	(2,000.00)	652.50	(1,347.50)	32.63%	172.50
	Water		0.00		0.00			0.00
245			(12,000.00)	(12,000.00)	4,928.61	(7,071.39)	41.07%	1,074.94
	Telephone And Other Communication Services		0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248	GPS Services		(1,500.00) 0.00	(1,500.00)	523.84 0.00	(976.16)	34.92%	48.46 0.00
251	Medical Services		(3,500.00) 0.00	(3,500.00)	1,236.61 0.00	(2,263.39)	35.33%	184.05 0.00
259	Contract Lab Services		(15,000.00) 0.00	(15,000.00)	2,891.65 0.00	(12,108.35)	19.28%	252.00 0.00
261	Repair And Maintenance Motor Vehicles		(20,000.00) 0.00	(20,000.00)	4,841.26 0.00	(15,158.74)	24.21%	805.65 0.00
266	Repair And Maintenance Buildings		(40,000.00) 0.00	(40,000.00)	8,069.97 0.00	(31,930.03)	20.17%	2,025.00 0.00
281	Repair and Maintenance Plant		(120,000.00) 0.00	(120,000.00)	1,480.84 0.00	(118,519.16)	1.23%	180.84 0.00
311	Office Supplies		(1,000.00) 0.00	(1,000.00)	45.32 0.00	(954.68)	4.53%	12.98 0.00
312	Small Items Of Equipment		(25,000.00) 0.00	(25,000.00)	6,946.44 0.00	(18,053.56)	27.79%	0.00 0.00
322	Chemical, Laboratory, And Medical Supplies		(27,500.00) 0.00	(27,500.00)	10,791.06 0.00	(16,708.94)	39.24%	0.00 0.00
324	Household And Janitorial Supplies		(3,250.00) 0.00	(3,250.00)	1,484.64 0.00	(1,765.36)	45.66%	884.00 0.00
326	Clothing And Uniforms		(6,000.00) 0.00	(6,000.00)	3,405.30 0.00	(2,594.70)	56.76%	537.23 0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(8,500.00) 0.00	(8,500.00)	3,318.41 0.00	(5,181.59)	39.04%	1,148.39 0.00
334	Tires, Tubes And Etc.		(2,500.00) 0.00	(2,500.00)	0.00 0.00	(2,500.00)	0.00%	0.00 0.00
344	Safety Supplies		(12,000.00) 0.00	(12,000.00)	777.24 0.00	(11,222.76)	6.48%	0.00 0.00
390	Miscellaneous Supplies		(4,500.00) 0.00	(4,500.00)	1,441.48 0.00	(3,058.52)	32.03%	23.96 0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 413 Monthly Comparative: 41.67%								
390	100		0.00	0.00	35.09	35.09	No Budget	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
493			(250,000.00)	(250,000.00)	77,784.37	(172,215.63)	31.11%	0.00
		Chemicals	0.00		0.00			0.00
533		Machinery And Equipment Rental	(60,000.00)	(60,000.00)	8,619.00	(51,381.00)	14.37%	0.00
535		Equipment Leases & Maint Contracts	(5,500.00)	(5,500.00)	2,782.91	(2,717.09)	50.60%	559.15
			0.00		0.00			0.00
824		Intake Access Road Maintenance	(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
			0.00		0.00			0.00
949		Other Machinery And Equipment	(149,425.00)	(149,425.00)	0.00	(149,425.00)	0.00%	0.00
			0.00		0.00			0.00
981		WTP Plant Engineering	0.00	0.00	8,100.00	8,100.00	No Budget	0.00
			0.00		0.00			0.00
982		Plant Transmission Line	0.00	0.00	5,400.00	5,400.00	No Budget	0.00
			0.00		0.00			0.00
52114		Transmission And Distribution						
121		Salaries and Wages	(700,902.00)	(700,902.00)	254,470.12	(446,431.88)	36.31%	56,040.77
			0.00		0.00			0.00
121	100		0.00	0.00	82,878.61	82,878.61	No Budget	38,389.37
		Salaries and Wages	0.00		0.00			0.00
141		Oasi (Employer's Share)	(53,619.00)	(53,619.00)	18,706.13	(34,912.87)	34.89%	4,096.59
			0.00		0.00			0.00
141	100		0.00	0.00	6,177.53	6,177.53	No Budget	2,842.21
		Oasi (Employer's Share)	0.00		0.00			0.00
142		Hospital And Health Insurance	(72,080.00)	(72,080.00)	36,321.36	(35,758.64)	50.39%	7,906.93
			0.00		0.00			0.00
143	100	Employee Retirement Plan	0.00	0.00	4,972.72	4,972.72	No Budget	2,303.36
			0.00		0.00			0.00
143		Employee Retirement Plan	(40,483.00)	(40,483.00)	14,863.67	(25,619.33)	36.72%	3,032.47
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 413 Monthly Comparative: 41.67%								
146			(16,272.00)	(16,272.00)	0.00	(16,272.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(350.00)	(350.00)	51.60	(298.40)	14.74%	6.02
		Unemployment Insurance	0.00		0.00			0.00
148			(20,000.00)	(20,000.00)	390.00	(19,610.00)	1.95%	0.00
		Employee Education And Training	0.00		0.00			0.00
230			(6,500.00)	(6,500.00)	178.00	(6,322.00)	2.74%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
245			(10,400.00)	(10,400.00)	3,413.05	(6,986.95)	32.82%	689.37
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(3,950.00)	(3,950.00)	1,453.80	(2,496.20)	36.81%	363.45
		GPS Services	0.00		0.00			0.00
249			(39,500.00)	(39,500.00)	0.00	(39,500.00)	0.00%	0.00
		GIS Mapping Services	0.00		0.00			0.00
251			(6,500.00)	(6,500.00)	2,790.13	(3,709.87)	42.93%	324.75
		Medical Services	0.00		0.00			0.00
259			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Contract Lab Services	0.00		0.00			0.00
261			(55,000.00)	(55,000.00)	14,022.44	(40,977.56)	25.50%	712.77
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(7,000.00)	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
269		100	0.00	0.00	11,475.00	11,475.00	No Budget	0.00
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
269			(200,000.00)	(200,000.00)	140,827.00	(59,173.00)	70.41%	16,415.58
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
311			(3,000.00)	(3,000.00)	66.26	(2,933.74)	2.21%	42.30
		Office Supplies	0.00		0.00			0.00
312			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 44 of 57

Fund : 413		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326		Clothing And Uniforms	(10,000.00)	(10,000.00)	3,770.99	(6,229.01)	37.71%	748.43
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(60,000.00)	(60,000.00)	19,003.09	(40,996.91)	31.67%	4,916.45
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(13,000.00)	(13,000.00)	6,268.52	(6,731.48)	48.22%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(13,000.00)	(13,000.00)	3,224.67	(9,775.33)	24.81%	1,557.36
			0.00		0.00			0.00
348		Water Line Upgrades	(191,659.00)	(191,659.00)	0.00	(191,659.00)	0.00%	0.00
			0.00		0.00			0.00
349		Water Loss Reduction	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(20,000.00)	(20,000.00)	2,780.28	(17,219.72)	13.90%	423.82
			0.00		0.00			0.00
390		100	0.00	0.00	3,584.82	3,584.82	No Budget	2,685.65
			0.00		0.00			0.00
392		Miscellaneous Supplies	(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
			0.00		0.00			0.00
451		Fire Hydrants	(20,000.00)	(20,000.00)	11,201.80	(8,798.20)	56.01%	0.00
			0.00		0.00			0.00
471		Rock and Crushed Stone	0.00	0.00	767.60	767.60	No Budget	767.60
			0.00		0.00			0.00
491		Asphalt And Asphalt Filler	(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
			0.00		0.00			0.00
533		Direct Boring Machine	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
535		Machinery And Equipment Rental	(6,000.00)	(6,000.00)	5,111.76	(888.24)	85.20%	860.69
			0.00		0.00			0.00
568		Equipment Leases & Maint Contracts	0.00	0.00	3.79	3.79	No Budget	0.00
			0.00		0.00			0.00
		Annual Permit Fees	0.00	0.00	0.00	0.00	No Budget	0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
870			0.00	0.00	11,516.59	11,516.59	No Budget	0.00
		EDA - Washington Co Industrial Park	0.00		0.00			0.00
940			(40,000.00)	(40,000.00)	40,500.00	500.00	101.25%	0.00
		Machinery And Equipment	0.00		0.00			0.00
941			(85,000.00)	(85,000.00)	78,640.00	(6,360.00)	92.52%	78,640.00
		Vehicles	0.00		0.00			0.00
998			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
		Other Capital Projects	0.00		0.00			0.00
52117		Administration And General Expenses						
121			(821,860.00)	(821,860.00)	298,007.33	(523,852.67)	36.26%	94,526.24
		Salaries and Wages	0.00		0.00			0.00
141			(62,872.00)	(62,872.00)	21,513.67	(41,358.33)	34.22%	6,865.78
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(121,677.00)	(121,677.00)	52,948.42	(68,728.58)	43.52%	9,898.13
		Hospital And Health Insurance	0.00		0.00			0.00
143			(47,335.00)	(47,335.00)	16,840.79	(30,494.21)	35.58%	5,147.35
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,567.00)	(1,567.00)	0.00	(1,567.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(286.00)	(286.00)	7.59	(278.41)	2.65%	7.59
		Unemployment Insurance	0.00		0.00			0.00
168			(3,050.00)	(3,050.00)	0.00	(3,050.00)	0.00%	0.00
		USDA Wildlife Management	0.00		0.00			0.00
211			(60,000.00)	(60,000.00)	31,862.28	(28,137.72)	53.10%	9,156.08
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Public Relation	0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 46 of 57

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241	Electric		(9,500.00)	(9,500.00)	2,952.72	(6,547.28)	31.08%	663.56
			0.00		0.00			0.00
242	Water		(4,000.00)	(4,000.00)	322.46	(3,677.54)	8.06%	67.17
			0.00		0.00			0.00
245	Telephone And Other Communication Services		(6,000.00)	(6,000.00)	1,950.11	(4,049.89)	32.50%	400.17
			0.00		0.00			0.00
251	Medical Services		(2,700.00)	(2,700.00)	990.44	(1,709.56)	36.68%	184.05
			0.00		0.00			0.00
252	Legal Services		(50,000.00)	(50,000.00)	24,978.91	(25,021.09)	49.96%	4,700.00
			0.00		0.00			0.00
253	Accounting And Auditing Services		(33,100.00)	(33,100.00)	0.00	(33,100.00)	0.00%	0.00
			0.00		0.00			0.00
255	Data Processing Services		(40,000.00)	(40,000.00)	33,355.00	(6,645.00)	83.39%	0.00
			0.00		0.00			0.00
256	Engineering Services		(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(4,000.00)	(4,000.00)	720.01	(3,279.99)	18.00%	32.50
			0.00		0.00			0.00
271	Repair And Maintenance Water Tank		(33,235.00)	(33,235.00)	16,617.58	(16,617.42)	50.00%	0.00
			0.00		0.00			0.00
288	Travel/Training/Car Allowance		(5,000.00)	(5,000.00)	786.46	(4,213.54)	15.73%	0.00
			0.00		0.00			0.00
311	Office Supplies		(7,400.00)	(7,400.00)	550.86	(6,849.14)	7.44%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(4,300.00)	(4,300.00)	0.00	(4,300.00)	0.00%	0.00
			0.00		0.00			0.00
313	Stationary/Forms		(11,500.00)	(11,500.00)	265.18	(11,234.82)	2.31%	0.00
			0.00		0.00			0.00

Template Name: LGC

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 47 of 57

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
323			(11,500.00)	(11,500.00)	10,055.00	(1,445.00)	87.43%	5,352.50
	Food		0.00		0.00			0.00
324			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(400.00)	(400.00)	118.99	(281.01)	29.75%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
390			(3,000.00)	(3,000.00)	1,003.59	(1,996.41)	33.45%	426.82
	Miscellaneous Supplies		0.00		0.00			0.00
520			(137,000.00)	(137,000.00)	81,993.50	(55,006.50)	59.85%	0.00
	Property/Liability Insurance		0.00		0.00			0.00
535			(32,250.00)	(32,250.00)	11,307.26	(20,942.74)	35.06%	1,161.38
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
555			(10,000.00)	(10,000.00)	30,391.26	20,391.26	303.91%	0.00
	Bank Service Charges		0.00		0.00			0.00
564			(18,889.00)	(18,889.00)	0.00	(18,889.00)	0.00%	0.00
	Annual Maintenance Fee		0.00		0.00			0.00
570			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	NE TN Regional Economic Partnership		0.00		0.00			0.00
592			(260,000.00)	(260,000.00)	0.00	(260,000.00)	0.00%	0.00
	Payments In Lieu Of Taxes		0.00		0.00			0.00
620			(882,194.00)	(882,194.00)	0.00	(882,194.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
630	BD13B		(45,015.00)	(45,015.00)	18,893.28	(26,121.72)	41.97%	3,763.09
	Interest On Bond Debt		0.00		0.00			0.00
630	BND22		(48,131.00)	(48,131.00)	67,846.99	19,715.99	140.96%	0.00
	Interest On Bond Debt		0.00		0.00			0.00
630	BD21B		(8,900.00)	(8,900.00)	32,315.00	23,415.00	363.09%	32,315.00
	Interest On Bond Debt		0.00		0.00			0.00
630	BND13		(126,252.00)	(126,252.00)	644.73	(125,607.27)	0.51%	0.00
	Interest On Bond Debt		0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
630	BD21A		(64,630.00)	(64,630.00)	34,375.00	(30,255.00)	53.19%	34,375.00
	Interest On Bond Debt		0.00		0.00			0.00
630	BND12		0.00	0.00	9,585.57	9,585.57	No Budget	1,908.81
	Interest On Bond Debt		0.00		0.00			0.00
640	CP22A		(68,750.00)	(68,750.00)	0.00	(68,750.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	TDEC		(69,243.00)	(69,243.00)	0.00	(69,243.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
650			(1,843.00)	(1,843.00)	0.00	(1,843.00)	0.00%	0.00
	Bonds - Other Fees		0.00		0.00			0.00
521.18	Meter Department							
121			(452,127.00)	(452,127.00)	163,527.67	(288,599.33)	36.17%	39,286.44
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	72,069.61	72,069.61	No Budget	32,684.76
	Salaries and Wages		0.00		0.00			0.00
141			(34,588.00)	(34,588.00)	11,874.66	(22,713.34)	34.33%	2,855.17
	Oasi (Employer's Share)		0.00		0.00			0.00
141	100		0.00	0.00	5,373.33	5,373.33	No Budget	2,425.28
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(51,182.00)	(51,182.00)	27,862.89	(23,319.11)	54.44%	5,627.36
	Hospital And Health Insurance		0.00		0.00			0.00
143			(26,871.00)	(26,871.00)	9,541.83	(17,329.17)	35.51%	2,087.23
	Employee Retirement Plan		0.00		0.00			0.00
143	100		0.00	0.00	4,324.18	4,324.18	No Budget	1,961.08
	Employee Retirement Plan		0.00		0.00			0.00
146			(10,950.00)	(10,950.00)	0.00	(10,950.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(250.00)	(250.00)	20.99	(229.01)	8.40%	12.25
	Unemployment Insurance		0.00		0.00			0.00
148			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 49 of 57

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(6,000.00)	(6,000.00)	1,404.35	(4,595.65)	23.41%	339.80
			0.00		0.00			0.00
248		GPS Services	(2,500.00)	(2,500.00)	678.44	(1,821.56)	27.14%	169.61
			0.00		0.00			0.00
251		Medical Services	(5,000.00)	(5,000.00)	611.25	(4,388.75)	12.23%	102.25
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(12,000.00)	(12,000.00)	1,792.09	(10,207.91)	14.93%	19.36
			0.00		0.00			0.00
290		Other Contracted Services	(93,000.00)	(93,000.00)	0.00	(93,000.00)	0.00%	0.00
			0.00		0.00			0.00
311		Office Supplies	(8,000.00)	(8,000.00)	62.73	(7,937.27)	0.78%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(10,000.00)	(10,000.00)	433.70	(9,566.30)	4.34%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(10,000.00)	(10,000.00)	1,736.59	(8,263.41)	17.37%	630.83
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(24,000.00)	(24,000.00)	7,126.32	(16,873.68)	29.69%	1,377.43
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(4,000.00)	(4,000.00)	1,201.24	(2,798.76)	30.03%	130.00
			0.00		0.00			0.00
353		Water Purchased For Resale	(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(6,000.00)	(6,000.00)	101.99	(5,898.01)	1.70%	0.00
			0.00		0.00			0.00
391		Water Meters	(200,000.00)	(200,000.00)	2,624.32	(197,375.68)	1.31%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(8,000.00)	(8,000.00)	3,324.59	(4,675.41)	41.56%	716.40
			0.00		0.00			0.00

Template Name: LGC
Created by:

Town of Jonesborough
Statement of Expenditures and Encumbrances
November 2024

User: Janet Jennings
Date/Time: 12/4/2024 4:49 PM
Page 50 of 57

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
951		Vehicles - Trucks	(40,000.00)	(40,000.00)	35,000.00	(5,000.00)	87.50%	35,000.00
			0.00		0.00			0.00
52119	Wash Co WL							
121	100	Salaries and Wages	0.00	0.00	35,258.27	35,258.27	No Budget	14,842.36
			0.00		0.00			0.00
121		Salaries and Wages	0.00	0.00	89,456.85	89,456.85	No Budget	19,761.95
			0.00		0.00			0.00
141		Oasi (Employer's Share)	0.00	0.00	6,176.63	6,176.63	No Budget	1,382.86
			0.00		0.00			0.00
141	100	Oasi (Employer's Share)	0.00	0.00	2,569.27	2,569.27	No Budget	1,071.68
			0.00		0.00			0.00
142		Hospital And Health Insurance	0.00	0.00	31,431.75	31,431.75	No Budget	5,245.19
			0.00		0.00			0.00
143	100	Employee Retirement Plan	0.00	0.00	2,115.51	2,115.51	No Budget	890.55
			0.00		0.00			0.00
143		Employee Retirement Plan	0.00	0.00	5,181.12	5,181.12	No Budget	1,035.72
			0.00		0.00			0.00
147		Unemployment Insurance	0.00	0.00	1.82	1.82	No Budget	0.00
			0.00		0.00			0.00
245		Telephone And Other Communication Services	0.00	0.00	169.33	169.33	No Budget	43.72
			0.00		0.00			0.00
251		Medical Services	0.00	0.00	193.00	193.00	No Budget	18.00
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	0.00	0.00	4,511.84	4,511.84	No Budget	55.45
			0.00		0.00			0.00
261	100	Repair And Maintenance Motor Vehicles	0.00	0.00	416.64	416.64	No Budget	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	0.00	0.00	2,851.58	2,851.58	No Budget	716.62
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00	0.00	5,954.31	5,954.31	No Budget	2,997.39
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
334		Tires, Tubes And Etc.	0.00	0.00	1,049.82	1,049.82	No Budget	0.00
			0.00	0.00	0.00			0.00
341		Consumable Tools	0.00	0.00	1,225.50	1,225.50	No Budget	122.10
			0.00	0.00	0.00			0.00
471		Asphalt And Asphalt Filler	0.00	0.00	1,710.95	1,710.95	No Budget	1,710.95
			0.00	0.00	0.00			0.00
934	5018		0.00	0.00	134,491.52	134,491.52	No Budget	0.00
		Water/Sewer Imp	0.00	0.00	0.00			0.00
934	5022		0.00	0.00	88,000.00	88,000.00	No Budget	0.00
		Water/Sewer Imp	0.00	0.00	0.00			0.00
934	5020		0.00	0.00	711,102.99	711,102.99	No Budget	0.00
		Water/Sewer Imp	0.00	0.00	0.00			0.00
934	5023		0.00	0.00	607,197.75	607,197.75	No Budget	190,649.46
		Water/Sewer Imp	0.00	0.00	0.00			0.00
934	5016		0.00	0.00	244,167.46	244,167.46	No Budget	0.00
		Water/Sewer Imp	0.00	0.00	0.00			0.00
934	5019		0.00	0.00	1,328.76	1,328.76	No Budget	0.00
		Water/Sewer Imp	0.00	0.00	0.00			0.00
52213		Sewer Treatment And Disposal						
121			(754,651.00)	(754,651.00)	284,148.30	(470,502.70)	37.65%	90,058.31
		Salaries and Wages	0.00	0.00	0.00			0.00
121	100		0.00	0.00	13,530.64	13,530.64	No Budget	796.56
		Salaries and Wages	0.00	0.00	0.00			0.00
141			(57,731.00)	(57,731.00)	20,454.60	(37,276.40)	35.43%	6,530.75
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
141	100		0.00	0.00	993.65	993.65	No Budget	59.53
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
142			(113,360.00)	(113,360.00)	50,091.65	(63,268.35)	44.19%	10,541.54
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
143	100		0.00	0.00	811.86	811.86	No Budget	47.80
		Employee Retirement Plan	0.00	0.00	0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
143		Employee Retirement Plan	(44,851.00)	(44,851.00)	16,659.01	(28,191.99)	37.14%	5,013.53
			0.00		0.00			0.00
146		Workmen's Compensation	(14,415.00)	(14,415.00)	0.00	(14,415.00)	0.00%	0.00
			0.00		0.00			0.00
147		Unemployment Insurance	(350.00)	(350.00)	55.96	(294.04)	15.99%	42.68
			0.00		0.00			0.00
148		Employee Education And Training	(10,000.00)	(10,000.00)	1,109.25	(8,890.75)	11.09%	0.00
			0.00		0.00			0.00
211		Postage, Box Rent, Etc.	(250.00)	(250.00)	165.67	(84.33)	66.27%	44.89
			0.00		0.00			0.00
230		Publicity, Subscriptions, And Dues	(18,000.00)	(18,000.00)	6,012.00	(11,988.00)	33.40%	0.00
			0.00		0.00			0.00
241		PLANT	(145,000.00)	(145,000.00)	45,110.87	(99,889.13)	31.11%	11,650.40
		Electric	0.00		0.00			0.00
241		ADMIN	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Electric	0.00		0.00			0.00
241		LIFTS	(55,000.00)	(55,000.00)	24,506.27	(30,493.73)	44.56%	4,262.75
		Electric	0.00		0.00			0.00
245		Telephone And Other Communication Services	(22,000.00)	(22,000.00)	8,936.31	(13,063.69)	40.62%	1,838.64
			0.00		0.00			0.00
248		GPS Services	(2,700.00)	(2,700.00)	1,163.04	(1,536.96)	43.08%	290.76
			0.00		0.00			0.00
249		GIS Mapping Services	(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
			0.00		0.00			0.00
251		Medical Services	(4,500.00)	(4,500.00)	2,477.60	(2,022.40)	55.06%	783.40
			0.00		0.00			0.00
259		Contract Lab Services	(16,500.00)	(16,500.00)	5,029.20	(11,470.80)	30.48%	2,279.80
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(25,000.00)	(25,000.00)	7,026.74	(17,973.26)	28.11%	1,140.88
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262	GENER		(23,000.00)	(23,000.00)	5,239.77	(17,760.23)	22.78%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
262	PLANT		(30,000.00)	(30,000.00)	7,309.45	(22,690.55)	24.36%	1,519.90
		Repair And Maintenance Equipment	0.00		0.00			0.00
266	COMPO		0.00	0.00	300.00	300.00	No Budget	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
266	PLANT		(3,000.00)	(3,000.00)	368.55	(2,631.45)	12.29%	50.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
269			(40,000.00)	(40,000.00)	8,736.12	(31,263.88)	21.84%	4,040.19
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
311			(5,000.00)	(5,000.00)	343.59	(4,656.41)	6.87%	0.00
		Office Supplies	0.00		0.00			0.00
322			(20,000.00)	(20,000.00)	406.18	(19,593.82)	2.03%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
324			(1,500.00)	(1,500.00)	567.23	(932.77)	37.82%	0.00
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(12,000.00)	(12,000.00)	4,994.24	(7,005.76)	41.62%	1,085.63
		Clothing And Uniforms	0.00		0.00			0.00
331			(45,000.00)	(45,000.00)	11,187.64	(33,812.36)	24.86%	2,779.75
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(6,000.00)	(6,000.00)	1,000.76	(4,999.24)	16.68%	57.82
		Safety Supplies	0.00		0.00			0.00
390			(5,500.00)	(5,500.00)	1,166.34	(4,333.66)	21.21%	28.10
		Miscellaneous Supplies	0.00		0.00			0.00
471			(20,000.00)	(20,000.00)	4,265.59	(15,734.41)	21.33%	424.74
		Asphalt And Asphalt Filler	0.00		0.00			0.00
493			(75,000.00)	(75,000.00)	25,625.94	(49,374.06)	34.17%	0.00
		Chemicals	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 413		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
494	Pretreatment		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
533	Machinery And Equipment Rental		(15,000.00)	(15,000.00)	480.00	(14,520.00)	3.20%	480.00
535	Equipment Leases & Maint Contracts		(6,500.00)	(6,500.00)	4,129.36	(2,370.64)	63.53%	781.67
568	Annual Permit Fees		(8,000.00)	(8,000.00)	4,840.00	(3,160.00)	60.50%	0.00
820	Sewer Rehabilitation		(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
821	Lift Stations Maintenance		(75,000.00)	(75,000.00)	38,813.23	(36,186.77)	51.75%	0.00
822	Sludge Disposal Fees		(25,000.00)	(25,000.00)	9,642.59	(15,357.41)	38.57%	4,141.18
823	Electrical Maintenance Service		(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
940	Machinery And Equipment		(130,000.00)	(130,000.00)	40,500.00	(89,500.00)	31.15%	0.00
52315	Shop & Maintenance							
121	Salaries and Wages		0.00	0.00	5,144.18	5,144.18	No Budget	2,608.66
121	Salaries and Wages		(232,020.00)	(232,020.00)	84,527.22	(147,492.78)	36.43%	28,223.01
141	Oasi (Employer's Share)		0.00	0.00	351.95	351.95	No Budget	178.00
141	Oasi (Employer's Share)		(17,750.00)	(17,750.00)	5,912.53	(11,837.47)	33.31%	1,980.36
142	Hospital And Health Insurance		(43,832.00)	(43,832.00)	21,516.58	(22,315.42)	49.09%	5,780.17
			0.00	0.00	0.00	0.00		0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 413 Monthly Comparative: 41.67%								
143			(13,801.00)	(13,801.00)	4,936.62	(8,864.38)	35.77%	1,558.37
	Employee Retirement Plan		0.00		0.00			0.00
143	100		0.00	0.00	308.65	308.65	No Budget	156.52
	Employee Retirement Plan		0.00		0.00			0.00
146			(3,829.00)	(3,829.00)	0.00	(3,829.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(110.00)	(110.00)	21.00	(89.00)	19.09%	16.14
	Unemployment Insurance		0.00		0.00			0.00
241			(12,000.00)	(12,000.00)	1,553.22	(10,446.78)	12.94%	413.43
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	246.69	(753.31)	24.67%	132.36
	Water		0.00		0.00			0.00
245			(2,250.00)	(2,250.00)	1,290.21	(959.79)	57.34%	250.81
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(300.00)	(300.00)	96.92	(203.08)	32.31%	24.23
	GPS Services		0.00		0.00			0.00
251			(1,000.00)	(1,000.00)	732.16	(267.84)	73.22%	40.90
	Medical Services		0.00		0.00			0.00
261			(3,350.00)	(3,350.00)	64.88	(3,285.12)	1.94%	0.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(2,000.00)	(2,000.00)	814.02	(1,185.98)	40.70%	215.62
	Repair And Maintenance Buildings		0.00		0.00			0.00
288			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Travel/Training/Car Allowance		0.00		0.00			0.00
312			(9,300.00)	(9,300.00)	0.00	(9,300.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
324			(4,500.00)	(4,500.00)	306.13	(4,193.87)	6.80%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00

Template Name: LGC
 Created by:

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

User: Janet Jennings
 Date/Time: 12/4/2024 4:49 PM
 Page 56 of 57

Fund : 413

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326		Clothing And Uniforms	(2,500.00)	(2,500.00)	1,187.77	(1,312.23)	47.51%	227.22
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,800.00)	(2,800.00)	612.09	(2,187.91)	21.86%	104.44
			0.00		0.00			0.00
334		Tires, Tubes And Etc.	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
341		Consumable Tools	(13,310.00)	(13,310.00)	1,565.50	(11,744.50)	11.76%	0.00
			0.00		0.00			0.00
344		Safety Supplies	(2,000.00)	(2,000.00)	647.49	(1,352.51)	32.37%	422.76
			0.00		0.00			0.00
345		Welding Supplies	(1,000.00)	(1,000.00)	163.66	(836.34)	16.37%	37.99
			0.00		0.00			0.00
346		Wash Bay Maintenance and Supplies	(2,200.00)	(2,200.00)	12.48	(2,187.52)	0.57%	0.00
			0.00		0.00			0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	48.83	(951.17)	4.88%	0.00
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(3,200.00)	(3,200.00)	1,897.73	(1,302.27)	59.30%	378.63
			0.00		0.00			0.00
Total For Fund: 413			(10,347,393.00)	(10,347,393.00)	5,362,201.51	(4,985,191.49)	51.82%	1,135,888.60
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 November 2024

Fund : 619		Monthly Comparative:		41.67%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42129 Drug Investigation And Control								
280			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
290			0.00	0.00	2,000.00	2,000.00	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
308			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		K-9 Supplies and Training	0.00		0.00			0.00
309			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Undercover Cash	0.00		0.00			0.00
519			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Other Liability Insurance	0.00		0.00			0.00
599			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Sundry	0.00		0.00			0.00
Total For Fund: 619			(9,500.00)	(9,500.00)	2,000.00	(7,500.00)	21.05%	0.00
			0.00		0.00			0.00

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

DATE: December 9, 2024 AGENDA ITEM #: 1

SUBJECT: Financial Report – *Special Accounts*

1. Current Year Property Tax
2. Property Taxes Receivable Update
3. Local Sales Tax Collections
4. General Fund and Solid Waste Fund Savings Account Activity
5. General Fund - Fund Balance Reserve Accounts
6. Health Reimbursement Account 2023-24
7. Water/Sewer Savings Account
8. Jonesborough Locally Grown Activity

Town of Jonesborough
Current Year Property Tax Billing
As of November 30, 2024

	Current Tax Year (2024-25)	Prior Tax Year (2023-24)
<u>Property Appraised and Assessed Values</u>		
Real and Personal Property Value	1,043,498,550	658,721,526
Taxable Assessed Value	294,152,673	186,321,245
<u>Billings</u>		
Real and Personal	2,842,104	2,701,691
Public Utilities	-	-
Total Billings	2,842,104	2,701,691
<u>Adjustments:</u>		
Real and Personal Reductions	(2,936)	(756)
Real and Personal Pick-ups	1,289	634
Adjusted Tax Billing	2,840,457	2,701,569
<u>Payments:</u>		
Real, Personal and Public Utility	19.41% <u>(551,309)</u>	25.07% <u>(677,380)</u>
Property Tax Outstanding	80.59% <u><u>2,289,148</u></u>	74.93% <u><u>2,024,189</u></u>
<u>Reconciliation to Open Tax Listing:</u>		
Real and Personal	2,289,148	2,024,189
Public Utilities	-	-
Total Open Tax List	2,289,148	2,024,189
 Difference	-	-

Town of Jonesborough
Property Taxes Receivable
As of November 30, 2024

Tax Year	Amount Billed	6/30/2024 Balance	Collected	Adjustments	11/30/2024 Balance	% Collected
2013	\$ 1,683,183	\$ 1,127	\$ -	\$ -	\$ 1,127	99.93%
2014	1,698,685	1,968	-	-	1,968	99.88%
2015	1,714,059	555	-	-	555	99.97%
2016	1,734,978	763	-	-	763	99.96%
2017	1,764,377	1,009	12	-	997	99.94%
2018	1,797,636	1,550	13	-	1,537	99.91%
2019	1,914,327	2,755	13	-	2,742	99.86%
2020	1,961,968	1,516	19	-	1,497	99.92%
2021	2,028,891	2,029	22	-	2,007	99.90%
2022	2,116,289	12,793	6,288	(17)	6,488	99.69%
2023	2,701,691	112,428	37,483	-	74,945	97.23%
Totals		\$ 138,493	\$ 43,850	\$ (17)	\$ 94,626	

2024 Real and Personal Taxes Billed	2,842,104	
2024 Public Utility Taxes Billed	-	
Collected Through 11/30/2024	(551,309)	19.41%
Total Adjustments:		
Reductions	(2,936)	
Pick-ups	1,289	
Balance 2024 Property Taxes	<u>2,289,148</u>	
Total Outstanding Property Taxes	<u><u>2,383,774</u></u>	

Town of Jonesborough
Comparative Local Sales Tax Collections

Retail Sales Month	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	Current Month % Growth	YTD % Growth
July	\$ 146,012.69	\$ 149,814.99	\$ 146,797.86	\$ 154,758.39	\$ 181,234.32	\$ 221,930.41	\$ 226,386.30	\$ 236,685.00	\$ 228,015.45	-3.66%	-3.66%
August	140,471.36	137,299.17	157,323.64	157,863.60	181,244.01	189,478.07	211,229.31	226,332.76	237,636.05	4.99%	0.57%
September	147,041.70	151,571.87	161,151.69	159,074.80	178,788.96	207,002.17	226,466.35	249,969.62	219,475.66	-12.20%	-3.91%
October	145,832.47	137,782.95	149,448.62	151,882.16	184,195.31	196,842.35	223,709.37	240,092.90			
November	135,822.37	142,968.58	151,202.03	153,617.36	183,608.84	214,268.95	238,699.54	260,527.63			
December	158,954.70	159,458.04	169,082.03	177,127.90	213,896.25	233,742.11	259,640.04	262,136.42			
January	134,244.03	127,416.58	135,234.22	140,781.81	179,991.50	190,334.77	212,252.13	217,489.76			
February	116,136.15	127,945.05	134,822.85	142,290.13	164,213.28	184,027.14	199,473.61	218,860.17			
March	160,456.20	156,129.40	162,786.00	183,966.80	215,568.04	223,679.00	242,969.97	249,483.25			
April	152,058.60	149,219.62	156,558.86	183,153.95	204,688.52	222,063.76	320,646.71	259,799.65			
May	151,258.53	156,267.02	167,495.96	196,546.46	214,867.25	238,459.96	246,079.54	239,414.08			
June	159,181.59	164,321.92	170,764.62	195,799.56	197,429.44	244,631.05	251,601.07	252,570.61			
Totals	\$ 1,747,470.39	\$ 1,760,195.19	\$ 1,862,668.38	\$ 1,996,862.92	\$ 2,299,725.72	\$ 2,566,459.74	\$ 2,859,153.94	\$ 2,913,361.85	\$ 685,127.16		

GENERAL FUND SAVINGS ACCOUNT ACTIVITY
110-11221
SOLID WASTE SAVINGS ACCOUNT ACTIVITY
131-11221
2024-2025

	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	James Martin Est. Contrib. Jr/Jackson Theatre	James Martin Est. Contrib. Mckinney Center	Civitan Donation & Boyd Found. Grant-Dog Park	In-Lieu Sidewalk Reserve	CON Proceeds Bank of TN Loan \$1M	PS Vehicles Loan Proceeds	Drug Liability Suit Funds	Total GF Savings 110-11221	Solid Waste Savings 131-11221	Total In Bank Account
6/30/2024	\$ 792,495.86	\$ 16,650.00	\$ 34,620.76	\$ 10,996.01	\$ 20,202.90	\$ 977,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,461,232.02	\$ 47,174.91	\$ 2,508,406.93
7/3/2024						35,000.00									35,000.00		2,543,406.93
7/31/2024	968.61															5,000.00	2,548,406.93
July interest																	2,549,375.54
7/31/2024	\$ 793,464.47	\$ 16,650.00	\$ 34,620.76	\$ 10,996.01	\$ 20,202.90	\$ 1,012,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,497,200.63	\$ 52,174.91	\$ 2,549,375.54
8/5/2024						35,000.00									35,000.00		2,584,375.54
Aug interest	983.55														983.55		2,585,359.09
8/31/2024	\$ 794,448.02	\$ 16,650.00	\$ 34,620.76	\$ 10,996.01	\$ 20,202.90	\$ 1,047,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,533,184.18	\$ 52,174.91	\$ 2,585,359.09
9/11/2024						35,000.00									35,000.00		2,620,359.09
Sept interest	962.67														962.67		2,621,321.76
9/30/2024	\$ 795,410.69	\$ 16,650.00	\$ 34,620.76	\$ 10,996.01	\$ 20,202.90	\$ 1,082,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,569,146.85	\$ 52,174.91	\$ 2,621,321.76
10/9/2024						35,000.00									35,000.00		2,656,321.76
Oct interest	1,009.02														1,009.02		2,657,330.78
10/31/2024	\$ 796,419.71	\$ 16,650.00	\$ 34,620.76	\$ 10,996.01	\$ 20,202.90	\$ 1,117,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,605,155.87	\$ 52,174.91	\$ 2,657,330.78
11/4/2024						35,000.00									35,000.00		2,692,330.78
Nov interest	712.51														712.51		2,693,043.29
10/31/2024	\$ 797,132.22	\$ 16,650.00	\$ 34,620.76	\$ 10,996.01	\$ 20,202.90	\$ 1,152,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,640,868.38	\$ 52,174.91	\$ 2,693,043.29

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

**TOWN OF JONESBOROUGH
GENERAL FUND
FUND BALANCE RESERVE ACCOUNTS
11/30/2024**

Reserve	Revenue	Expenditure	Balance 6/30/2024	Revenues	Expenditures	Transfer (To)/From Unrestricted Fund Balance	Balance 11/30/2024	2024-25 Net Activity
McKinney Scholarship Fund	110-26001	110-38160	25,031.94	-	-	-	25,031.94	-
Senior Center - Special Projects	110-26002	110-38174 - SCNTF	43,325.05	23,291.79	(18,150.97)	-	48,465.87	5,140.82
PS Driving School Tech Fees	110-26004	110-38149	13,101.00	936.00	-	-	14,037.00	936.00
Police Litigation	110-26006	110-38146	83,698.28	7,975.12	-	-	91,673.40	7,975.12
Volunteer Fire	110-26007	110-42200-765	1,006.29	-	-	-	1,006.29	-
Campground Reserve	110-26008	110-44400-842	23,907.16	-	-	-	23,907.16	-
PS Electronic Citation Fee	110-26009	110-38150	27,831.88	1,204.00	-	-	29,035.88	1,204.00
Chuckey Depot Museum Rev	110-26010	110-38177	10,180.93	337.85	(500.00)	-	10,018.78	(162.15)
Veterans War Memorial	110-26011	110-38110	15,193.28	50.00	(289.79)	-	14,953.49	(239.79)
Flag Replacement	110-26014	110-38176	2,436.42	2,350.00	(748.26)	-	4,038.16	1,601.74
Tree & Townscape	110-26015	110-38113	2,535.57	20.00	-	-	2,555.57	20.00
Recreation Fundraising	110-26016	110-38126	16,556.89	-	-	-	16,556.89	-
Clerk Electronic Citation Fees	110-26018	110-38154	8,227.61	392.00	-	-	8,619.61	392.00
Dog Park Reserve	110-26019	110-42100-832	19,820.00	-	-	-	19,820.00	-
Cemetery Maintenance Fund	110-26021	110-38178	3,838.94	-	(32.26)	-	3,806.68	(32.26)
In-Lieu Sidewalk Reserve	110-26025	110-38173	87,618.75	37,953.00	-	-	125,571.75	37,953.00
Shop with a Cop	110-26028	110-38148	21,807.56	22,720.00	(2,116.05)	-	42,411.51	20,603.95
Jonesborough Cops for Kids	110-26028	110-38155	454.94	1,100.00	-	-	1,554.94	1,100.00
Keep Jonesborough Beautiful	110-26028	110-38175	-	125.00	-	-	125.00	125.00
Total Reserved Amounts			406,572.49	98,329.76	(21,837.33)	-	483,064.92	76,492.43

Town of Jonesborough
Health Reimbursement Account
2024-25 Fiscal Year

Date	Fund			Total	Balance
	General	Solid Waste	Water/Sewer		
July Deposit	1,451.95	102.75	1,104.30	2,659.00	\$ 197,312.50
7/1/2024	(55.27)			(55.27)	197,257.23
7/8/2024	(1,173.59)		(323.45)	(1,497.04)	195,760.19
7/15/2024	(135.18)		(475.67)	(610.85)	195,149.34
7/22/2024	(1,216.50)			(1,216.50)	193,932.84
7/29/2024	(779.15)			(779.15)	193,153.69
7/31/2024	\$ (1,907.74)	\$ 102.75	\$ 305.18	\$ (1,499.81)	
Aug Deposit	4,008.05	1,397.25	3,515.70	8,921.00	\$ 202,074.69
8/5/2024	(344.50)			(344.50)	201,730.19
8/12/2024	(915.51)		(227.42)	(1,142.93)	200,587.26
8/19/2024	(1,591.63)			(1,591.63)	198,995.63
8/26/2024	(1,170.63)			(1,170.63)	197,825.00
8/31/2024	\$ (14.22)	\$ 1,397.25	\$ 3,288.28	\$ 4,671.31	
Sept Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 203,615.00
9/3/2024	(730.27)		(197.99)	(928.26)	202,686.74
9/9/2024	(3,252.81)			(3,252.81)	199,433.93
9/16/2024	(223.79)		(55.21)	(279.00)	199,154.93
9/23/2024	2,419.51	(37.09)	(430.02)	1,952.40	201,107.33
9/30/2024	(1,019.94)		(100.96)	(1,120.90)	199,986.43
9/30/2024	\$ (77.30)	\$ 712.91	\$ 1,525.82	\$ 2,161.43	
Oct Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 205,776.43
10/7/2024	1,330.87		(17.12)	1,313.75	207,090.18
10/15/2024	(2,971.61)		(74.75)	(3,046.36)	204,043.82
10/21/2024	(1,942.24)		(1,047.45)	(2,989.69)	201,054.13
10/28/2024	(277.26)		(767.71)	(1,044.97)	200,009.16
10/31/2024	\$ (1,130.24)	\$ 750.00	\$ 402.97	\$ 22.73	
Nov Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 205,799.16
11/4/2024	(5,008.50)		(2,375.13)	(7,383.63)	198,415.53
11/12/2024	(2,282.07)		(3,823.79)	(6,105.86)	192,309.67
11/18/2024	(921.25)		(1,085.26)	(2,006.51)	190,303.16
11/25/2024	(400.24)		(1,057.57)	(1,457.81)	188,845.35
11/30/2024	\$ (5,882.06)	\$ 750.00	\$ (6,031.75)	\$ (11,163.81)	
6/30/2024 Balance			\$ 194,653.50		
Year-to-date HRA Contributions			28,950.00		
Year-to-date HRA Claims			(34,758.15)		
11/30/2024 Balance			<u>\$ 188,845.35</u>		

Water/Sewer Savings Account & Money Market Account
 413-11241/413-11221
 2024-25

	Unreserved	Equipment Reserve	Debt Service Reserve	2022 \$1M CON Note	ARPA Funds	Line Extensions	Total
Balance as of June 30, 2024	\$ 55,848.43	\$ 202,706.29	\$ -	\$ 313,734.25	\$ 123,359.24	\$ 47,935.38	\$ 743,583.59
7/1/2024				(76,400.00)			
				(35,000.00)			
7/31/2024	281.18						
	4.90						
Balance as of July 31, 2024	\$ 56,134.51	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 632,469.67
8/30/2024	272.53						
	4.90						
Balance as of August 31, 2024	\$ 56,411.94	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 632,747.10
9/30/2024	272.66						
	4.74						
Balance as of September 30, 2024	\$ 56,689.34	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 633,024.50
10/31/2024	263.99						
	4.90						
Balance as of October 31, 2024	\$ 56,958.23	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 633,293.39
11/30/2024	3.24						
Balance as of November 30, 2024	\$ 56,961.47	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 633,296.63
		(E)		(D)	(B)	(C)	
Balance in Savings Account	\$ 57,913.37	First Horizon					
Balance in Money Market Account	575,383.26	Bank of TN					
	<u>633,296.63</u>						

*Statement not received as of report publication date
 (A) = Agrees with County Line project analysis
 (B) = Agrees with ARPA Projects analysis
 (C) = Developer deposit. To be liquidated when completed
 (E) = \$62,095 budgeted from reserve for new software (62,095 - 28,574.84 = 33,520.16 remaining for software)

Jonesborough Locally Grown

Profit and Loss by Class

January - November, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Income				
Fundraising Events				\$0.00
Farm to Table Dinner Sponsors			22,723.00	\$22,723.00
Farm to Table Dinner Ticket Sales			25,994.42	\$25,994.42
Special Dinners/Events			2,769.00	\$2,769.00
Sponsorships		7,250.00		\$7,250.00
Total Fundraising Events		7,250.00	51,486.42	\$58,736.42
Grants				\$0.00
FMPP (USDA)			24,255.33	\$24,255.33
Other Grants	2,000.00	4,000.00		\$6,000.00
SCBG (thru TDA)	916.01			\$916.01
TAEP (thru TDA)		1,500.00		\$1,500.00
Town of Jonesborough - Utilities	4,419.28			\$4,419.28
Total Grants	7,335.29	5,500.00	24,255.33	\$37,090.62
Memberships			12,125.98	\$12,125.98
Other Contributions				\$0.00
Credit card cash back	25.00		365.00	\$390.00
Donation - general	377.00	72.00	8,013.79	\$8,462.79
Farm Fresh Fit Walking Program	152.00	18,212.50		\$18,364.50
Interest Earned			287.41	\$287.41
Total Other Contributions	554.00	18,284.50	8,666.20	\$27,504.70
Program Service Revenue				\$0.00
Local food sales	65,782.73	356.35		\$66,139.08
BSM events	5,647.42			\$5,647.42
BSM Kitchen Sales	29,708.03			\$29,708.03
Build It Up Reimbursement	2,655.00	360.00		\$3,015.00
Catering	280.00			\$280.00
DTC Sales	126,915.93			\$126,915.93
DUFB Reimbursement	571.00	1,269.00		\$1,840.00
NKC Reimbursement	7.00	2,218.73		\$2,225.73
Produce Prescription Reimbursement	1,534.00	905.00		\$2,439.00
Token Sales for FM	200.00	10,856.75		\$11,056.75
Wholesale Sales	106,029.19			\$106,029.19
Total Local food sales	339,330.30	15,965.83		\$355,296.13
Program Fee Income				\$0.00
Vendor Fees	3,111.85	5,259.76		\$8,371.61
Total Program Fee Income	3,111.85	5,259.76		\$8,371.61
Total Program Service Revenue	342,442.15	21,225.59		\$363,667.74
Sales of Promotional Products	606.41	1,021.00	40.00	\$1,667.41
Total Income	\$350,937.85	\$53,281.09	\$96,573.93	\$500,792.87
GROSS PROFIT	\$350,937.85	\$53,281.09	\$96,573.93	\$500,792.87

Jonesborough Locally Grown

Profit and Loss by Class

January - November, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Expenses				
Administrative				\$0.00
Donor Management Software Fee/Expense			2,450.88	\$2,450.88
Insurance				\$0.00
Board of Directors Insurance (Mt. Vernon/USLI)			240.40	\$240.40
Liability Insurance (Auto Owners)			1,355.83	\$1,355.83
Total Insurance			1,596.23	\$1,596.23
Meeting expense			281.48	\$281.48
Postage, Mailing Service			327.24	\$327.24
Professional memberships			75.00	\$75.00
Taxes and License Fees	365.00			\$365.00
Business License Fee			248.46	\$248.46
Charitable Solicitation Fee			20.00	\$20.00
Sales Tax Paid	11,771.00			\$11,771.00
Total Taxes and License Fees	12,136.00		268.46	\$12,404.46
Total Administrative	12,136.00		4,999.29	\$17,135.29
cash on hand	0.00			\$0.00
Facilities and Equipment				\$0.00
Property Expense				\$0.00
Maintenance and Repair Costs	836.97			\$836.97
Total Property Expense	836.97			\$836.97
Utilities				\$0.00
Electric	7,406.31			\$7,406.31
Gas	1,019.58			\$1,019.58
Phone/Internet	1,077.39			\$1,077.39
Total Utilities	9,503.28			\$9,503.28
Total Facilities and Equipment	10,340.25			\$10,340.25
Operations				\$0.00
Bank and Credit Card Fees	7,740.59	373.29	1,124.39	\$9,238.27
Farm to Table Dinner Expenses			13,043.16	\$13,043.16
Mileage/Travel expenses			224.91	\$224.91
Musicians	420.00	1,800.00	100.00	\$2,320.00
Printing		38.00	992.98	\$1,030.98
Program Expense (food)				\$0.00
Donation In-Kind (JAMA)	136.82			\$136.82
DTC	146,376.59	461.00		\$146,837.59
Events	5,176.19		199.85	\$5,376.04
Kitchen	9,768.38			\$9,768.38
Wholesale	100,771.08			\$100,771.08
Total Program Expense (food)	262,229.06	461.00	199.85	\$262,889.91

Jonesborough Locally Grown

Profit and Loss by Class

January - November, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Program Expense (non-food)				\$0.00
Farm Fresh Fit Walking Expenses		0.00		\$0.00
Token Payments for FM		33,843.00	43.00	\$33,886.00
Total Program Expense (non-food)		33,843.00	43.00	\$33,886.00
Promotions		285.08		\$285.08
Advertising	3,733.52	330.00	944.66	\$5,008.18
Promotional Materials			543.31	\$543.31
Promotional Products (t-shirts, totes, cookbooks)	259.90	1,362.61	3,556.92	\$5,179.43
Total Promotions	3,993.42	1,977.69	5,044.89	\$11,016.00
Service Expenses				\$0.00
Dishwasher	3,721.15			\$3,721.15
Kitchen Linens	870.00			\$870.00
Pest Control	252.00			\$252.00
Rentals for events		115.00		\$115.00
Shopkeep	1,161.00			\$1,161.00
Subscriptions/Shopping Memberships			70.80	\$70.80
Web hosting/services			843.00	\$843.00
Total Service Expenses	6,004.15	115.00	913.80	\$7,032.95
Supplies	15.00	210.56		\$225.56
Cleaning Supplies	75.54			\$75.54
Food Service Consumables	3,772.90			\$3,772.90
Kitchen Supplies	62.31			\$62.31
Office Supplies	471.26	50.25	347.27	\$868.78
Paper Products	936.58			\$936.58
Total Supplies	5,333.59	260.81	347.27	\$5,941.67
Total Operations	285,720.81	38,868.79	22,034.25	\$346,623.85
Personnel Expenses			29.00	\$29.00
Contract Services				\$0.00
Farmers Market Stipend		800.00		\$800.00
Total Contract Services		800.00		\$800.00
Employees				\$0.00
Hourly	44,461.80		7,408.17	\$51,869.97
Salaried	25,987.37		23,607.78	\$49,595.15
IRA match	2,598.72		1,900.16	\$4,498.88
Total Salaried	28,586.09		25,507.94	\$54,094.03
Total Employees	73,047.89		32,916.11	\$105,964.00
Payroll Expense			24,058.04	\$24,058.04
Unemployment Tax (SUTA)			225.78	\$225.78
Total Payroll Expense			24,283.82	\$24,283.82
QuickBooks Direct Deposit Fee			324.75	\$324.75

Jonesborough Locally Grown

Profit and Loss by Class

January - November, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Workers Comp Insurance (AccidentFund)			1,418.00	\$1,418.00
Total Personnel Expenses	73,047.89	800.00	58,971.68	\$132,819.57
Total Expenses	\$381,244.95	\$39,668.79	\$86,005.22	\$506,918.96
NET OPERATING INCOME	\$ -30,307.10	\$13,612.30	\$10,568.71	\$ -6,126.09
NET INCOME	\$ -30,307.10	\$13,612.30	\$10,568.71	\$ -6,126.09

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

DATE: December 9, 2024 AGENDA ITEM #: 2-a

SUBJECT: Mayor Communications – Committee Appointment

Facilities Advisory Committee

Appointment of Craig Ford, Chris Kudera, and Chuck Vest to the Facilities
Advisory Committee

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

DATE: December 9, 2024 **AGENDA ITEM #:** 7-A

SUBJECT: Resolution - Setting 2025 BMA Regular Meeting Dates

BACKGROUND:

Resolution Number 2024-11 is approving the scheduling of the regular meeting dates and times for the Board of Mayor and Aldermen for the calendar year 2025.

RECOMMENDATION:

Approve Resolution Number 2024-11, scheduling the regular meeting dates and times for the Board of Mayor and Aldermen for the calendar year 2025, as presented.

RESOLUTION NO. 2024-11

**TOWN OF JONESBOROUGH, TENNESSEE
BOARD OF MAYOR AND ALDERMEN**

***RESOLUTION SCHEDULING REGULAR MEETING DATES AND TIMES FOR THE
BOARD OF MAYOR AND ALDERMEN FOR THE YEAR 2025***

WHEREAS, it is necessary to schedule the regular meeting dates and times for the 2025 session of the Board of Mayor and Aldermen; now therefore

BE IT RESOLVED by the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee that:

SECTION 1. The Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee shall meet in regular session in the Board Chambers of Town Hall, 123 Boone Street, Jonesborough, Tennessee, on the following dates and at the following times during the year 2025, to wit:

January 13, 2025	7:00 p.m.	July 14, 2025	7:00 p.m.
February 10, 2025	7:00 p.m.	August 11, 2025	7:00 p.m.
March 10, 2025	7:00 p.m.	September 8, 2025	7:00 p.m.
April 14, 2025	7:00 p.m.	October 13, 2025	7:00 p.m.
May 12, 2025	7:00 p.m.	November 10, 2025	7:00 p.m.
June 9, 2025	7:00 p.m.	December 8, 2025	7:00 p.m.

SECTION 2. The Resolution shall take effect immediately.

DULY PASSED BY THE BOARD OF MAYOR AND ALDERMEN on this the 9th day of December 2024.

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

Those voting against: _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM:

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: December 9, 2024 AGENDA ITEM #: 7-B

SUBJECT: Resolution – American Rescue Plan Act (ARPA) Funding

BACKGROUND:

Community Development Partners Evan Sanders recently reported to the Town that as part of the ARPA funding of 2021 in the amount of \$1,664,859.24, a Department of Treasury requirement was that all local SLFRF ARPA funding be fully obligated by 12/31/24, and then fully spent by 12/31/26. Mr. Sanders, on behalf of the town, was reporting 100% of the funding towards "Revenue Loss", which meant the funds simply must be spent on "Government Services". Mr. Sanders stated that for the town, the funds covered several utility infrastructure-related project needs. Since the Town accepted the "Revenue Loss" eligibility criteria, he reported that technically 100% of the funding has been obligated, and the reporting reflects this. Therefore, the town is compliant with the 12/31/24 obligation requirement.

After further consideration, Mr. Sanders recommended that the Board of Mayor and Aldermen have a resolution adopted (see attached Resolution) acknowledging the acceptance of Revenue Loss, and the various uses for spending the funding. While he stated that this is not required, they are just looking for ways to keep future audits as clear and as simple as possible.

Finally, Section 1 of the Resolution identifies that the total allocation of ARPA funding to fund government services under the replacing lost public sector revenue spending category included expenditures for Item (A) Infrastructure Improvements; Item (B) Professional Consultant Service; and Item (C) Any and all activities consistent with the provision of government services. The Town of Jonesborough met the provisions of the funding and Section 1 items.

Staff recommendation is to approve the Resolution for American Rescue Plan Act (ARPA) Allocation to fund government services under the replacing lost public sector revenue spending as identified in Section 1 of the Resolution.

RECOMMENDATION:

Approve the Resolution for American Rescue Plan Act (ARPA) Allocation to fund government services under the replacing lost public sector revenue spending as identified in Section 1 of the Resolution, as presented.

RESOLUTION NO. 2024-12

RESOLUTION FOR AMERICAN RESCUE PLAN ACT (ARPA) ALLOCATION

WHEREAS, on March 11, 2021 the President of the United States signed into law the American Rescue Plan Act (ARPA) to provide continued relief from the impact of the COVID-19 pandemic; and

WHEREAS, ARPA established the Coronavirus State and Local Fiscal Recovery Funds (SLFRF) program to assist state, local, tribal and territory governments in responding to the COVID-19 pandemic; and

WHEREAS, the Town of Jonesborough was notified of ARPA funding in the amount of \$1,664,859.24, payable in two tranches; and

WHEREAS, the Coronavirus State and Local Fiscal Recovery Funds provide needed fiscal relief for recipients that have experienced revenue loss due to the onset of the COVID-19 public health emergency; and

WHEREAS, Treasury presumes that up to \$10 million in revenue has been lost due to the public health emergency and recipients are permitted to use that amount (not to exceed the award amount) to fund “government services.”; and

WHEREAS, Recipients may elect a “standard allowance” of \$10 million to spend on government services through the period of performance; and

WHEREAS, All recipients may elect to use this standard allowance instead of calculating lost revenue using the formula provided by US Treasury, including those with total allocations of \$10 million or less; and

WHEREAS, the Town of Jonesborough has the need to fund government services while in the recovery phase of the COVID-19 pandemic.

NOW, THEREFORE IT BE RESOLVED, the Board of Mayor and Aldermen of the Town of Jonesborough, Tennessee, authorize the following:

Section 1. The total allocation of ARPA funding to fund government services under the replacing lost public sector revenue spending category as follows: Expenditures for: Item (A) Infrastructure Improvements; Item (B) Professional Consultant Service; Item (C) Any and all activities consistent with the provision of government services.

DULY PASSED BY THE BOARD OF MAYOR AND ALDERMEN on this the 9th day of December 2024.

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

Those voting against: _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM:

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: December 9, 2024 AGENDA ITEM #: 7-C

SUBJECT: FY24-25 Barn & Land Lease (12 Acres) Town property on Arnold Road

BACKGROUND:

The Town owns property off Arnold Road known as the "Water Intake", which contains approximately 17 acres. Mitch Triplett has been leasing 12 acres of the land which includes a barn that Mr. Triplett uses for farming purposes. We lease the property out for the following reasons:

1. It is property we are currently not using.
2. It eliminates the need for our staff to mow and maintain the section under lease.
3. It puts a reliable person on our property that helps keep an eye on it.

In the past, Mr. Triplett raised fifty (50) pumpkins that the town used for fall decorations. Last year, the BMA approved Mr. Triplett paying a lease payment in lieu of providing 50 pumpkins to the town. The proposed lease payment remains unchanged at \$500.00 for the term of the agreement, which equates to \$10.00 per assumed pumpkin. During this season, medium sized pumpkins ranged between \$10-15, with Fender's Farm selling most mediums for \$10.00. The top 3 reasons to lease the property still stand as stated above.

RECOMMENDATION:

Approve the 2024-2025 Barn Lease (12 acres) with Mr. Mitch Triplett, including Mr. Triplett paying the Town of Jonesborough a lease payment of \$500.00 in association with the Water Intake site off Arnold Road, as presented.

**TOWN OF JONESBOROUGH
2024-2025 BARN AND LAND LEASE**

THIS LEASE AGREEMENT, made and entered into on the 9th day of December, 2024 by and between the MAYOR AND ALDERMEN OF JONESBOROUGH, a duly-incorporated municipality located within Washington County, with its principal office and place of business at 123 Boone Street, Jonesborough, Tennessee, hereinafter referred to as the LESSOR, and Mitch Triplett, hereinafter referred to as the LESSEE:

WITNESSETH:

That for and in consideration of the annual rental hereinafter set forth, the conditions and the mutual covenants hereinafter contained, the LESSOR does hereby let, lease and demise until the LESSEE the hereinafter described property, situate, lying and being in the Washington County, Tennessee, and being more particularly described as follows:

Being approximately 12 acres of land with a barn owned by the Mayor and Aldermen of Jonesborough at the 17-acre site of the new water intake on Arnold Road, excluding the area needed for an intake and a trailer in the southwestern corner.

EFFECTIVE DATE:

This lease will take effect as of October 1, 2024 and will be for a period of twelve (12) months, terminating on September 30, 2025.

OPTION TO RENEW:

Should the terms of the lease herein expressed be carried out fully and faithfully for the first year, the LESSEE shall have the right to renew this lease on rental terms to be agreed between the parties for an additional year if approved by the Mayor and Board of Aldermen.

Should the LESSEE desire to exercise this option then it shall give the LESSOR written notice of this intention ninety (90) days prior to the expiration of the initial term.

LEASE PAYMENT:

There will be a lease payment for the year 2024-2025 in the amount of \$500.00 due within thirty (30) days of Board of Mayor and Aldermen approval.

RECLAMATION OF PLOWED LAND:

LESSEE agrees to return the leased land to its present condition if the land is plowed for cropland or modified for any other purposes.

TOWN'S USE OF BARN:

The Jonesborough Water Department reserves the right to use a limited amount of space in the barn area to store equipment.

MAINTENANCE:

The building erected on the property is mutually agreed to be in reasonably good condition. The LESSEE agrees that it will maintain the property in a reasonable manner returning the property to the LESSOR in as good a condition as received at the end of the lease period, fair wear and tear excepted.

RESPONSIBILITY FOR LIABILITY:

LESSEE agrees to assume all responsibility for any injury, damage or adverse situation resulting from the use of the leased land.

SUBLETTING:

Should the LESSEE desire to sublet the premises, it shall be only with the express consent of the LESSOR and shall not include subletting of the space occupied by the LESSEE other than as a whole, i.e. the leased premises are not to be divided for purposes of rental. The LESSOR agrees that it will not unreasonably withhold agreement for subletting and once there is agreement, the new LESSEE shall attorn to it, but without release of the LESSEE under the terms of this agreement.

LESSEE PAYMENT OF COSTS, EXPENSES, AND ATTORNEY'S FEES:

LESSEE shall pay LESSOR all costs and expenses, including attorney's reasonable fees incurred by LESSOR in exercising any of its rights or remedies hereunder or enforcing any of the terms, conditions, or provisions hereof.

REMOVAL OF EQUIPMENT, MATERIALS, OR REFUSE:

At the end of the term of the lease, the lease is not renewed, the LESSEE agrees to remove all equipment, materials, refuse crops in storage, or any other item not on the lease property at the beginning of the initial lease term within thirty (30) days.

SLUDGE DISPOSAL:

The LESSOR retains the right to spread and dispose of water plant or intake sludge from the settling basis if and when the LESSOR deems necessary, and the Town of Jonesborough receives approval to do so from the State.

FENCING:

LESSEE agrees that it will maintain the existing fencing on the property unless he obtains authorization of the LESSOR to remove such fencing. LESSOR retains the right to fence off any portion of the property necessary for the construction, operation or maintenance of the water intake facility for the Town of Jonesborough. LESSEE is authorized to erect any additional fencing needed for his use of the property subject to any such fencing being moved in the event the LESSOR needs that property or a portion of that property for the construction, operation or maintenance of the water intake facility for the Town of Jonesborough.

Additionally, LESSEE agrees to keep any gates existing or installed by the LESSOR closed and locked, if requested, at all times when he is not present on the property to maintain the overall security of the property, unless otherwise specifically agreed in writing by both parties. It is specifically understood that given the nature of the intended use of the property by the LESSOR that this provision is material to this contractual arrangement.

TERMINATION FOR ALTERNATE TOWN USE: Although every effort will be made to allow the LESSEE to fully use all area covered under this Lease for the purposes intended, the Board of Mayor and Aldermen reserves the right to utilize any area covered under the lease for Town purposes and activities with 30 day notice, however, any reduction of acreage shall result in a prorated lease payment, and any verified out-of-pocket expense specific to any portion of the leased area now being used by the Town will also result in a reduction in the lease payment.

ENTIRE AGREEMENT & CONTINUATION OF AGREEMENT:

The parties agree this document contains the entire agreement. The provisions of this lease shall be binding on the heirs, administrators, and assigns of both LESSOR and LESSEE in like manner as upon the original parties, unless modified in writing by mutual agreement after the execution of this contract.

IN TESTIMONY WHEREOF the Parties have hereunto set their hands and seals on this the 9th day of December, 2024, binding themselves, representatives, successors and assigns.

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

ATTEST: LESSOR:
MAYOR AND ALDERMEN OF
JONESBOROUGH:

BY: _____
JANET JENNINGS, RECORDER

BY: _____
CHUCK VEST, MAYOR

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

LESSEE:

MITCH TRIPLETT

STATE OF TENNESSE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared, Chuck Vest, with whom I am personally acquainted, and who upon oath acknowledged himself to be the MAYOR of the Mayor and Aldermen of Jonesborough, the within named bargainer, a municipal corporation, and that she as such Mayor, being authorized to do so, executed the foregoing instrument for the purposes therein contained, by signing the name of the corporation by himself as Mayor.

GIVEN UNDER MY HAND AND OFFICIAL SEAL at office in said State and County, this the ____ day of _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Mitch Triplett, with whom I am personally acquainted, and who executed the foregoing instrument and acknowledged that he executed the same as he free act and deed for the purposes therein contained.

WITNESS my hand and seal at office in the State and County aforesaid, on this the ____ day of _____, 20____.

NOTARY PUBLIC

My Commission Expires: _____

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

DATE: December 9, 2024 AGENDA ITEM #: 7-D

SUBJECT: Cultural Arts Office, Cultural Arts Director, & Position Description

BACKGROUND:

Mr. Bob Browning is working with the Tennessee Arts Commission (TAC) about the possibility of the Town receiving an annual appropriation from the TAC in support of arts programming in Jonesborough, more specifically ear marked in support of the Jackson Theatre. The Partnership Support funding through the TAC can be for 20% of operations cost, not to exceed \$100,000.00. Mr. Browning has provided a detailed memorandum on the subject matter, with a qualification that in order to make it easier on the TAC staff to assist Jonesborough with significant Partnership Support grant funding, the recommendation is for the BMA to create a Cultural Arts Office as part of the Town's operation, and for the Jackson Theatre Operations Manager to take on the additional role/position of Cultural Arts Director (CAD). I have spoken to Jackson Theatre Operations Manager Amber Crumley and explained that duties of the CAD would be duties she would most like be performing as part of grant administration in regards to Jackson Theatre duties and operations.

I further discussed with Mrs. Crumley that we would monitor the level of duties of this position, and if the BMA desires to give Mrs. Crumley a supplement for the broader title, it certainly could be justified if she did anything to help coordinate Jonesborough's arts programming. Again, I will need to evaluate the activities of this role and the level of work performed to better justify a need for supplemental pay. In no way could the new appointed role be in conflict with her primary duties and responsibilities as the town's Jackson Theatre Operations Manager.

RECOMMENDATION:

1. Approve the establishment of a Cultural Arts Office to be located within the Jackson Theatre.
2. Approve the position description establishing the position of Cultural Arts Director.
3. Approve the appointment of Amber Crumley as the Cultural Arts Director.

Memo To: Glenn Rosenoff
From: Bob Browning
Date: December 5, 2024
Re: Tennessee Arts Commission Partnership Support Grant Funding

Interaction has been back and forth with the Tennessee Arts Commission Management staff about the possibility of the Town receiving an annual appropriation from the TAC in support of arts programming in Jonesborough, more specifically ear marked in support of the Jackson Theatre. The Partnership Support funding through the TAC can be for 20% of operations cost, not to exceed \$100,000.00.

Jonesborough is highly invested in the arts, and as a result we have established a reputation as having a high quality of life. This has been acknowledged in Nashville. The TAC; however, is focused on non-profit 501(C) (3) organizations like ISC with their Partnership Support funding. They can, however, fund a governmental unit that is a local arts agency. We have requested consideration through that category because the Town itself sponsors so many arts related activities, including those through the McKinney Center, Jackson Theatre, special events and Visitors Center (especially marketing, website and social media staff promotions).

In order to make it easier on the TAC staff to assist Jonesborough with significant Partnership Support grant funding, the recommendation is for the BMA to create a Cultural Arts Office as part of the Town's operation. This would essentially be a slight rearrangement of a staff position/job description. Because the intent of the funding request is to assist mainly the Jackson Theatre operation which has basically twice the budget as the McKinney Center, the recommendation is to create a Cultural Arts office at the Jackson Theatre, and to rename Amber Crumley's position as Cultural Arts Director. A modified position description has been provided that states one of the essential duties of the Cultural Arts Director is to also serve the Operations Director of the Jackson Theatre. The other duties are things that Amber would likely be doing anyway. Amber is a long-time Town employee with excellent communication and management skills, and she has the most experience of any remaining Town employee in carrying out a variety of activities in Jonesborough having a connection with the arts.

Again, the position description has been developed with the intention that "when possible" gives her flexibility not to take on additional work tasks if she is super busy but allows her to be very helpful to other arts related programming if she has the time. Again, the work tasks

are things she is very likely going to be doing anyway. If the BMA desires to give Amber a small supplement for the broader title, it certainly could be justified if she did anything to help coordinate Jonesborough's arts programming.

By making the changes recommended, we are making it more likely the Town would be eligible for a significant annual appropriation from the TAC. It is not guaranteed; however, because the applications are competitive. We do have support from Nashville in trying to make something positive happen funding wise. Whether or not funding support is obtained, any effort to coordinate our programs and activities is a good and valuable thing.

Recommendations:

- Approve the establishment of a Cultural Arts Office to be located within the Jackson Theatre.
- Approve the position description establishing the position of Cultural Arts Director.
- Approve the appointment of Amber Crumley as the Cultural Arts Director.

CULTURAL ARTS DIRECTOR

GENERAL DESCRIPTION: A full-time position operating under the direct supervision of the Town Administrator and any other employee designated by the Town Administrator for the purpose of assisting and promoting art activities carried out within the Town of Jonesborough.

ESSENTIAL FUNCTIONS OF THE JOB:

- Serves as Operations Director of the Jackson Theatre in Jonesborough; planning, coordinating and overseeing various cultural arts programs and events in the Jackson Theatre complex while undertaking the designated duties and responsibilities of the Jackson Theatre Director.
- Collaborates with staff, artists, performers, educators and other cultural programs in Jonesborough, when possible, in developing and enhancing the effectiveness of program content.
- Provide assistance, when possible, in the marketing and promotion of cultural arts events and programs in Jonesborough.
- Assists, when possible, in building and maintaining relationships with community stakeholders, local businesses and organizations desiring to enhance cultural arts initiatives in Jonesborough.
- Assists in promoting and obtaining volunteer participation in the Jackson Theatre operation and with other cultural arts programming in Jonesborough.
- Works with the International Storytelling Center staff to increase story-based programming through the Jackson Theatre, as well as enhancing opportunities with the Storytelling Center.

REQUIRED KNOWLEDGE, SKILLS AND ABILITIES:

- Capable of carrying out the duties and responsibilities of the Jackson Theatre Director.
- A strong knowledge and understanding of various forms of arts and culture.
- Experience in event planning and management
- Excellent leadership and team management skills
- Ability to work with a diverse group of artists, performers, and professionals.
- Excellent communication and interpersonal skills
- Strong organizational and multi-tasking abilities

ADA REQUIREMENTS:

Physical Requirements: Task involves some physical effort, i.e. some standing and walking, or frequent light lifting (5-10 lbs.); or minimal dexterity in the use of fingers, limbs, or body in the operation of shop or office equipment. Task may involve extended periods of time at a keyboard.

Environmental Requirements: Task may require infrequent exposure to adverse environmental conditions.

Attitude: Employees will be expected to act in a manner that would convey a congenial work environment – avoiding anger, violence, belligerence, harassment, controversy, nonchalance, or any other reasonable activity considered by management to be counterproductive.

Sensory Requirements: Task requires visual perception and discrimination. Task requires sound perception and discrimination. Task requires color perception and discrimination. Task requires oral communications ability.

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

Classification: 20
Exempt
December 9, 2024

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

DATE: December 9, 2024 AGENDA ITEM #: 7-E

SUBJECT: Resolutions – USDA Loan Funding Water Treatment Plant Upgrade Project

BACKGROUND:

The Water Treatment Plant Upgrade Project has been approved for \$22,818,000 in USDA loan funding, as well as \$2,600,000 in grant funding. Board approval is required for resolutions on the following loans (total \$22,818,000):

- Loan #32 - \$7,000,000
- Loan #33 - \$8,000,000
- Loan #30 - \$7,818,000

RECOMMENDATION:

Staff recommendation is for approval of the USDA Loan funding for the Water Treatment Plant Upgrade Project

LOAN RESOLUTION
(Public Bodies)

A RESOLUTION OF THE Mayor of Board and Alderman

OF THE Town of Jonesborough

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Governing Body for the Town of Jonesborough

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the Town of Jonesborough

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

Seven Million Dollars

pursuant to the provisions of Law of the State of Tennessee; and

WHEREAS, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

- 11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
- 12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
- 13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
- 14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
- 15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
- 16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
- 17. To accept a grant in an amount not to exceed \$ _____

under the terms offered by the Government; that the Town Administrator

and _____ of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the Mayor of Board and Alderman _____ of the

Town of Jonesborough _____ has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this _____, _____ day of _____

(SEAL)

By Chuck Vest

Attest:

Title Mayor

Glenn Rosenoff
Title Town Administrator

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as _____ of the **Town of Jonesborough** _____
 hereby certify that the **Mayor of Board and Alderman** _____ of such Association is composed of
 _____ members, of whom , _____ constituting a quorum, were present at a meeting thereof duly called and
 held on the _____ day of _____ ; and that the foregoing resolution was adopted at such meeting
 by the vote shown above, I further certify that as of _____ ,
 the date of closing of the loan from the United States Department of Agriculture, said resolution remains in effect and has not been
 rescinded or amended in any way.

Dated, this _____ day of _____

 Title _____

LOAN RESOLUTION
(Public Bodies)

A RESOLUTION OF THE Mayor of Board and Alderman

OF THE Town of Jonesborough

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Governing Body for the Town of Jonesborough

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the Town of Jonesborough

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

Eight Million Dollars

pursuant to the provisions of Law of the State of Tennessee; and

WHEREAS, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as _____ of the **Town of Jonesborough** _____
 hereby certify that the **Mayor of Board and Alderman** _____ of such Association is composed of
 _____ members, of whom , _____ constituting a quorum, were present at a meeting thereof duly called and
 held on the _____ day of _____ ; and that the foregoing resolution was adopted at such meeting
 by the vote shown above, I further certify that as of _____ ,
 the date of closing of the loan from the United States Department of Agriculture, said resolution remains in effect and has not been
 rescinded or amended in any way.

Dated, this _____ day of _____

Title _____

LOAN RESOLUTION
(Public Bodies)

A RESOLUTION OF THE **Mayor of Board and Alderman**

OF THE **Town of Jonesborough**

AUTHORIZING AND PROVIDING FOR THE INCURRENCE OF INDEBTEDNESS FOR THE PURPOSE OF PROVIDING A PORTION OF THE COST OF ACQUIRING, CONSTRUCTING, ENLARGING, IMPROVING, AND/OR EXTENDING ITS

Governing Body for the Town of Jonesborough

FACILITY TO SERVE AN AREA LAWFULLY WITHIN ITS JURISDICTION TO SERVE.

WHEREAS, it is necessary for the **Town of Jonesborough**

(Public Body)

(herein after called Association) to raise a portion of the cost of such undertaking by issuance of its bonds in the principal amount of

Seven Million Eight Hundred Eighteen Thousand

pursuant to the provisions of **Law of the State of Tennessee**; and

WHEREAS, the Association intends to obtain assistance from the United States Department of Agriculture, (herein called the Government) acting under the provisions of the Consolidated Farm and Rural Development Act (7 U.S.C. 1921 et seq.) in the planning, financing, and supervision of such undertaking and the purchasing of bonds lawfully issued, in the event that no other acceptable purchaser for such bonds is found by the Association:

NOW THEREFORE, in consideration of the premises the Association hereby resolves:

1. To have prepared on its behalf and to adopt an ordinance or resolution for the issuance of its bonds containing such items and in such forms as are required by State statutes and as are agreeable and acceptable to the Government.
2. To refinance the unpaid balance, in whole or in part, of its bonds upon the request of the Government if at any time it shall appear to the Government that the Association is able to refinance its bonds by obtaining a loan for such purposes from responsible cooperative or private sources at reasonable rates and terms for loans for similar purposes and periods of time as required by section 333(c) of said Consolidated Farm and Rural Development Act (7 U.S.C. 1983(c)).
3. To provide for, execute, and comply with Form RD 400-4, "Assurance Agreement," and Form RD 400-1, "Equal Opportunity Agreement," including an "Equal Opportunity Clause," which clause is to be incorporated in, or attached as a rider to, each construction contract and subcontract involving in excess of \$10,000.
4. To indemnify the Government for any payments made or losses suffered by the Government on behalf of the Association. Such indemnification shall be payable from the same source of funds pledged to pay the bonds or any other legal ly permissible source.
5. That upon default in the payments of any principal and accrued interest on the bonds or in the performance of any covenant or agreement contained herein or in the instruments incident to making or insuring the loan, the Government at its option may (a) declare the entire principal amount then outstanding and accrued interest immediately due and payable, (b) for the account of the Association (payable from the source of funds pledged to pay the bonds or any other legally permissible source), incur and pay reasonable expenses for repair, maintenance, and operation of the facility and such other reasonable expenses as may be necessary to cure the cause of default, and/or (c) take possession of the facility, repair, maintain, and operate or rent it. Default under the provisions of this resolution or any instrument incident to the making or insuring of the loan may be construed by the Government to constitute default under any other instrument held by the Government and executed or assumed by the Association, and default under any such instrument may be construed by the Government to constitute default hereunder.
6. Not to sell, transfer, lease, or otherwise encumber the facility or any portion thereof, or interest therein, or permit others to do so, without the prior written consent of the Government.
7. Not to defease the bonds, or to borrow money, enter into any contractor agreement, or otherwise incur any liabilities for any purpose in connection with the facility (exclusive of normal maintenance) without the prior written consent of the Government if such undertaking would involve the source of funds pledged to pay the bonds.
8. To place the proceeds of the bonds on deposit in an account and in a manner approved by the Government. Funds may be deposited in institutions insured by the State or Federal Government or invested in readily marketable securities backed by the full faith and credit of the United States. Any income from these accounts will be considered as revenues of the system.
9. To comply with all applicable State and Federal laws and regulations and to continually operate and maintain the facility in good condition.
10. To provide for the receipt of adequate revenues to meet the requirements of debt service, operation and maintenance, and the establishment of adequate reserves. Revenue accumulated over and above that needed to pay operating and maintenance, debt service and reserves may only be retained or used to make prepayments on the loan. Revenue cannot be used to pay any expenses which are not directly incurred for the facility financed by USDA. No free service or use of the facility will be permitted.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0572-0121. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

11. To acquire and maintain such insurance and fidelity bond coverage as may be required by the Government.
12. To establish and maintain such books and records relating to the operation of the facility and its financial affairs and to provide for required audit thereof as required by the Government, to provide the Government a copy of each such audit without its request, and to forward to the Government such additional information and reports as it may from time to time require.
13. To provide the Government at all reasonable times access to all books and records relating to the facility and access to the property of the system so that the Government may ascertain that the Association is complying with the provisions hereof and of the instruments incident to the making or insuring of the loan.
14. That if the Government requires that a reserve account be established, disbursements from that account(s) may be used when necessary for payments due on the bond if sufficient funds are not otherwise available and prior approval of the Government is obtained. Also, with the prior written approval of the Government, funds may be withdrawn and used for such things as emergency maintenance, extensions to facilities and replacement of short lived assets.
15. To provide adequate service to all persons within the service area who can feasibly and legally be served and to obtain USDA's concurrence prior to refusing new or adequate services to such persons. Upon failure to provide services which are feasible and legal, such person shall have a direct right of action against the Association or public body.
16. To comply with the measures identified in the Government's environmental impact analysis for this facility for the purpose of avoiding or reducing the adverse environmental impacts of the facility's construction or operation.
17. To accept a grant in an amount not to exceed \$ 2,600,000.00

under the terms offered by the Government; that the Town Administrator

and _____ of the Association are hereby authorized and empowered to take all action necessary or appropriate in the execution of all written instruments as may be required in regard to or as evidence of such grant; and to operate the facility under the terms offered in said grant agreement(s).

The provisions hereof and the provisions of all instruments incident to the making or the insuring of the loan, unless otherwise specifically provided by the terms of such instrument, shall be binding upon the Association as long as the bonds are held or insured by the Government or assignee. The provisions of sections 6 through 17 hereof may be provided for in more specific detail in the bond resolution or ordinance; to the extent that the provisions contained in such bond resolution or ordinance should be found to be inconsistent with the provisions hereof, these provisions shall be construed as controlling between the Association and the Government or assignee.

The vote was: Yeas _____ Nays _____ Absent _____

IN WITNESS WHEREOF, the Mayor of Board and Alderman _____ of the

Town of Jonesborough _____ has duly adopted this resolution and caused it

to be executed by the officers below in duplicate on this _____, _____ day of _____

(SEAL)

By Chuck Vest

Attest:

Title Mayor

Glenn Rosenoff
Title Town Administrator

CERTIFICATION TO BE EXECUTED AT LOAN CLOSING

I, the undersigned, as _____ of the **Town of Jonesborough** _____
 hereby certify that the **Mayor of Board and Alderman** _____ of such Association is composed of
 _____ members, of whom , _____ constituting a quorum, were present at a meeting thereof duly called and
 held on the _____ day of _____ ; and that the foregoing resolution was adopted at such meeting
 by the vote shown above, I further certify that as of _____ ,
 the date of closing of the loan from the United States Department of Agriculture, said resolution remains in effect and has not been
 rescinded or amended in any way.

Dated, this _____ day of _____

 Title _____