

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

MEETING NOTICES

MONDAY, JANUARY 13, 2025

7:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

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

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

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. Appointment of a Solid Waste Director
8. Approval of a Stipend for Facility Maintenance Supervisor for additional duties as Building Inspector

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Committee Appointments
 - b. Proclamation – Martin Luther King, Jr. Day of Service
 - c. Employee of the Month
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments
6. **OLD BUSINESS**
7. **NEW BUSINESS**
 - A. Discussion and possible action concerning approval of Special Event Application Requests:
 1. St. Paddy's Celebration
 2. Market Mingle – Jonesborough Locally Grown
 3. 2025 Farmers Market – Jonesborough Locally Grown
 - B. Discussion and possible action concerning approval of the bid for the Jackson Bridge Water Line Extension Project;
 - C. Discussion and possible action concerning approval of the bid for the 81N Booster Pump Station;
 - D. Discussion and possible action concerning approval of a Resolution for a Sanitation Capital Outlay Note;
 - E. Discussion and possible action concerning approval of the FY2023-2024 Audit Report
 - F. Discussion and possible action concerning first reading of an Ordinance creating a Cultural Arts Board;
 - G. Discussion and possible action concerning approval of a proposed Organizational Chart;
 - H. Adjournment.

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

Consent Agenda

DATE: January 13, 2024 **AGENDA ITEM #:** 1

SUBJECT: Approval of Minutes

The minutes of the of the October 21, 2024, November 12, 2024 and December 9, 2024 BMA meetings will be available for approval at the next regular meeting.

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

Consent Agenda

DATE: January 13, 2024

AGENDA ITEM #: 2

SUBJECT: Approval of Bills

Attached for BMA approval is the list of bills for December 2024.

Check Register - General Fund - December 2024

12/01/24	111572 - 111597	\$57,667.82
12/03/24	110959 - void	(\$477.23)
12/05/24	111598 - 111727	\$236,468.70
12/10/24	111728 - 111729	\$1,092.53
12/10/24	111730	\$4,179.75
12/13/24	111731 - 111807	\$100,455.97
12/17/24	111808 - 111809	\$26,873.34
12/17/24	111810	\$345.00
12/19/24	11811 -111812	\$6,061.95
12/20/24	111813	\$7,833.00
12/23/24	111814 - 111815	\$88,897.79
12/26/24	111741 - void	(\$1,250.00)
12/26/24	111816 - 111821	\$2,718.41
12/27/24	111540 - void	(\$644.70)
12/30/24	111822	\$1,714.87
		\$531,937.20

Check Register- Water Fund December 2024

12/01/24	68253 -68266	\$4,910.00
12/05/24	68267 - 68311	\$56,204.38
12/10/24	68312	\$1,931.59
12/13/24	68312 - 68342	\$135,281.15
12/17/24	68343 - 68344	\$48,842.60
12/19/24	68345 - 68346	\$4,579.42
12/23/24	68347	\$38,810.15
12/26/24	68348	\$1,463.91
12/30/24	68349	\$155.84
		\$292,179.04

Check Register -Sanitation Fund - December 2024

12/01/24	10608 - 10609	\$950.00
12/05/24	10610 - 10624	\$9,863.19
12/13/24	10625 - 10630	\$10,622.22
12/23/24	10631	\$2,097.62
		\$23,533.03

Check Register -School Fund November- 2024

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

MEMORANDUM

To: Glenn Rosenoff, Town Administrator

From: Craig Ford, Operations Manager

Ref: December 2024 Monthly Report

Date: January 08, 2025

The contractor is making real progress on the new Street/Solid Waste/Recreation Building. It should be under roof by the end of the first full week of January. If not by then, certainly soon thereafter.

After meeting with the department heads of these departments, I developed a floor plan for the finished space for the office complex. Once the contractor has the pad poured, I will begin working with available staff to complete the “build-out” of the finished floor office space.

The East Main Street sidewalk contractor has finished the sidewalk pour of the sidewalks on phase one of the First Frontier Trail project. There is one very short section from Forest to the old middle school football field that we are going to postpone for now.

After meeting with Malcolm Highsmith and Todd Wood, it was determined that we should wait until further along in the project to determine the best route to the park area.

I know we don't hear this often, but the project came in under budget from what the Board of Mayor and Aldermen approved in November. The contractor will need to finish backfill, but the

weather needs to improve. A subcontractor began backfilling; however, the end result was not good. I have spoken with the contractor and he assures me that he understands he may have to come back and redo the backfill as it is not satisfactory.

I met with S&ME at the Broyles building on January 08. The purpose of this meeting was for them to conduct asbestos testing in this building. I was not given a timetable for when their testing, analysis, and report would be forthcoming, but we wanted to get this done as quickly as possible in the event abatement is necessary.

I met with Todd Wood and Malcolm Highsmith on the intersection project at Alder's Grove and Parsons Circle. According to Todd, he needed to make some modifications to the plan. Once we have the new plan, we will begin work on this intersection to complete the project.

As reported last month, I assisted the Fire Department in filing a grant with the State of Tennessee for assistance with a Volunteer Firefighter program. The application was filed in a timely manner and we should hear something by the end of January.

As a recap, we have requested equipment in this grant which would be necessary and vital for this program. We currently have individuals interested in a volunteer program here, but we do not currently have the funding to purchase the necessary equipment we are required to provide.

I am continuing to try to make progress 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. They have been very slow to respond.

I completed the required annual Title VI training through TDOT and TDEC.

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

Consent Agenda

DATE: January 13, 2024

AGENDA ITEM #: 5

SUBJECT: Committee Reports

There were no Committee Reports submitted.

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

Consent Agenda

DATE: January 13, 2024

AGENDA ITEM #: 6

SUBJECT: Supervisor Reports

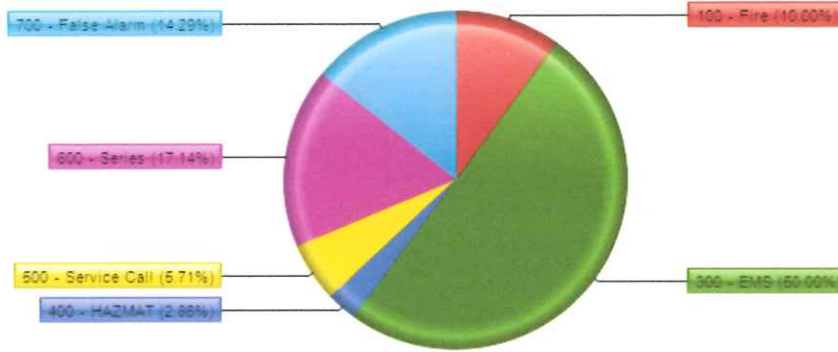
1. Fire Department
2. Police Department
3. Senior Center
4. Utility Manager
5. Water Quality
6. Water Distribution
7. Wastewater
8. Water Treatment
9. McKinney Center
10. McKinney Center Program Manager
11. Digital Media Manager
12. Director of Special Events
13. Marketing Manager
14. Street Department
15. Animal Control
16. Jackson Theatre Operations Manager
17. Jackson Theatre Assistant Operations Manager
18. Jackson Theatre Technical Director

Alarm Date between 2024-12-01

and 2025-01-01

Fire Incident Type Breakdown

Incident Type Group	
100 - Fire	7
300 - EMS	35
400 - HAZMAT	2
500 - Service Call	4
600 - Series	12
700 - False Alarm	10
	70



Alarm Date between 2024-12-01

and 2025-01-01

Incident List by Alarm Date/Time

Incident Number	Alarm Date	Alarm Time	Location	Incident Type Code	Incident Type	NFIRS Number
24216491	12/1/2024 1:50:29 AM	1:50 AM	1203 E JACKSON BL	622	No incident found on arrival at dispatch address	1000548
24216515	12/1/2024 3:39:52 AM	3:39 AM	192 BROTHERS CHURCH DR	746	Carbon monoxide detector activation, no CO	1000549
24216939	12/1/2024 11:10:41 PM	11:10 PM	132 ROCKWOOD DR	311	Medical assist, assist EMS crew	1000550
24217155	12/2/2024 10:18:02 AM	10:18 AM	905 E JACKSON BL BLVD	324	Motor vehicle accident with no injuries.	1000551
24217207	12/2/2024 11:54:18 AM	11:54 AM	118 CHARLEM HILLS RD	553	Public service	1000552
24217225	12/2/2024 12:35:17 PM	12:35 PM	100 E MAIN ST	744	Detector activation, no fire - unintentional	1000553
24217425	12/2/2024 5:55:00 PM	5:55 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000554
24217636	12/3/2024 4:58:35 AM	4:58 AM	705 E JACKSON BL	322	Motor vehicle accident with injuries	1000555
24217650	12/3/2024 6:18:44 AM	6:18 AM	710 HAIRETOWN RD	322	Motor vehicle accident with injuries	1000556
24217745	12/3/2024 9:41:01 AM	9:41 AM	S THIRD AVE	324	Motor vehicle accident with no injuries.	1000558
24217808	12/3/2024 12:07:16 PM	12:07 PM	350 AZURE LNDG	553	Public service	1000559
24218627	12/4/2024 6:45:16 PM	6:45 PM	132 ROCKWOOD DR	311	Medical assist, assist EMS crew	1000560
24220072	12/6/2024 9:36:31 PM	9:36 PM	946 DRY CREEK RD	114	Chimney or flue fire, confined to chimney or flue	1000561
24220846	12/8/2024 7:03:51 AM	7:03 AM	418 W COLLEGE ST	324	Motor vehicle accident with no injuries.	1000562
24221309	12/9/2024 7:06:42 AM	7:06 AM	742 BARLEY LP	424	Carbon monoxide incident	1000563
24221320	12/9/2024 7:21:27 AM	7:21 AM	135 JIM MCNEESE RD	111	Building fire	1000564
24221618	12/9/2024 3:20:02 PM	3:20 PM	397 TAVERN HILL RD	324	Motor vehicle accident with no injuries.	1000565
24221723	12/9/2024 7:49:30 PM	7:49 PM	132 HIGHLAND CHURCH RD	311	Medical assist, assist EMS crew	1000566
24221772	12/9/2024 11:06:10 PM	11:06 PM	383 CHERRY GROVE RD	111	Building fire	1000568
24221911	12/10/2024 8:04:10 AM	8:04 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000569
24221974	12/10/2024 9:39:11 AM	9:39 AM	108 W JACKSON BL	520	Water problem, other	1000570
24221995	12/10/2024 10:33:56 AM	10:33 AM	109 TIMBER RIDGE RD	311	Medical assist, assist EMS crew	1000571
24222305	12/10/2024 4:46:58 PM	4:46 PM	133 HAINES RD	611	Dispatched & canceled en route	1000572
24222968	12/11/2024 7:17:48 PM	7:17 PM	2018 HIGHWAY 11 E	311	Medical assist, assist EMS crew	1000573
24224018	12/13/2024 12:34:37 PM	12:34 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000574
24224196	12/13/2024 5:47:21 PM	5:47 PM	306 FOREST DR	322	Motor vehicle accident with injuries	1000575
24224431	12/14/2024 5:00:29 AM	5:00 AM	1196 E JACKSON BL	113	Cooking fire, confined to container	1000576
24224535	12/14/2024 12:03:16 PM	12:03 PM	1548 W MAIN ST	651	Smoke scare, odor of smoke	1000577
24224539	12/14/2024 12:21:35 PM	12:21 PM	512 VOGT DR	743	Smoke detector activation, no fire - unintentional	1000578

24224705	12/14/2024 6:58:24 PM	6:58 PM	852 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000579
24224708	12/14/2024 7:05:24 PM	7:05 PM	127 FOX ST	743	Smoke detector activation, no fire - unintentional	1000580
24224728	12/14/2024 7:35:23 PM	7:35 PM	127 W MAIN ST	600	Good intent call, other	1000581
24224779	12/14/2024 9:23:21 PM	9:23 PM	852 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000582
24224918	12/15/2024 4:38:02 AM	4:38 AM	479 SWEETGRASS LN	311	Medical assist, assist EMS crew	1000583
24224937	12/15/2024 5:57:52 AM	5:57 AM	852 ASHLEY MDWS	311	Medical assist, assist EMS crew	1000584
24225059	12/15/2024 1:48:13 PM	1:48 PM	HIGHWAY 11 E	324	Motor vehicle accident with no injuries.	1000585
24225185	12/15/2024 8:35:00 PM	8:35 PM	132 ROCKWOOD DR	311	Medical assist, assist EMS crew	1000586
24225457	12/16/2024 8:36:54 AM	8:36 AM	1636 MILL SPRINGS RD	311	Medical assist, assist EMS crew	1000588
24225542	12/16/2024 10:25:27 AM	10:25 AM	CARROLL CREEK RD	322	Motor vehicle accident with injuries	1000589
24225655	12/16/2024 1:28:17 PM	1:28 PM	479 SWEETGRASS LN	311	Medical assist, assist EMS crew	1000590
24226440	12/17/2024 3:32:33 PM	3:32 PM	741 OLD EMBREEVILLE RD	311	Medical assist, assist EMS crew	1000591
24226669	12/17/2024 11:19:49 PM	11:19 PM	29 HICKORY POINTE	745	Alarm system activation, no fire - unintentional	1000592
24226673	12/17/2024 11:37:51 PM	11:37 PM	CARROLL CREEK RD	322	Motor vehicle accident with injuries	1000593
24227277	12/18/2024 7:27:58 PM	7:27 PM	1017 OLD BOONES CREEK RD	324	Motor vehicle accident with no injuries.	1000594
24227944	12/19/2024 7:16:20 PM	7:16 PM	2463 11E HWY	131	Passenger vehicle fire	1000596
24228326	12/20/2024 12:09:43 PM	12:09 PM	282 RUBY ROSE RDG	311	Medical assist, assist EMS crew	1000597
24228928	12/21/2024 1:13:56 PM	1:13 PM	170 JOHN FRANCE RD	700	False alarm or false call, other	1000598
24229071	12/21/2024 7:47:42 PM	7:47 PM	230 SUGAR HOLLOW RD	311	Medical assist, assist EMS crew	1000599
24229226	12/22/2024 12:49:23 AM	12:49 AM	684 OLD STATE ROUTE 34	622	No incident found on arrival at dispatch address	1000600
24229239	12/22/2024 1:11:57 AM	1:11 AM	105 NEW ST #3	311	Medical assist, assist EMS crew	1000601
24229383	12/22/2024 9:50:38 AM	9:50 AM	232 CHIMNEY TOP LN	311	Medical assist, assist EMS crew	1000602
24230602	12/24/2024 4:50:10 PM	4:50 PM	153 MINGA DR	600	Good intent call, other	1000603
24230629	12/24/2024 5:58:30 PM	5:58 PM	160 HALES RD	561	Unauthorized burning	1000604
24230853	12/25/2024 8:47:04 AM	8:47 AM	160 HALES RD	622	No incident found on arrival at dispatch address	1000605
24230949	12/25/2024 3:18:37 PM	3:18 PM	820 BARLEY LP	745	Alarm system activation, no fire - unintentional	1000606
24230998	12/25/2024 5:45:41 PM	5:45 PM	CHARLIE PARKER RD	622	No incident found on arrival at dispatch address	1000607
24231009	12/25/2024 6:33:18 PM	6:33 PM	231 NUCKLES DR	311	Medical assist, assist EMS crew	1000608
24231630	12/26/2024 11:29:15 PM	11:29 PM	117 BOONE ST	745	Alarm system activation, no fire - unintentional	1000609
24231641	12/26/2024 11:40:46 PM	11:40 PM	E JACKSON BL	445	Arcing, shorted electrical equipment	1000610
24231646	12/27/2024 12:07:22 AM	12:07 AM	290 BAILEIGH LYNN LP	744	Detector activation, no fire - unintentional	1000611
24231854	12/27/2024 11:26:38 AM	11:26 AM	1113 PERSIMMON RIDGE RD	746	Carbon monoxide detector activation, no CO	1000612

24232064	12/27/2024 5:37:43 PM	5:37 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000613
24232297	12/28/2024 6:05:43 AM	6:05 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000614
24232876	12/29/2024 8:17:30 AM	8:17 AM	306 TELFORD RD	114	Chimney or flue fire, confined to chimney or flue	1000615
24233065	12/29/2024 6:02:16 PM	6:02 PM	3360 GREENWOOD DR	611	Dispatched & canceled en route	1000616
24233361	12/30/2024 8:32:30 AM	8:32 AM	558 SAND VALLEY RD	611	Dispatched & canceled en route	1000617
24233615	12/30/2024 4:49:41 PM	4:49 PM	304 MULBERRY BND	611	Dispatched & canceled en route	1000618
24233629	12/30/2024 5:14:41 PM	5:14 PM	304 MULBERRY BND	111	Building fire	1000619
24233995	12/31/2024 12:22:01 PM	12:22 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000620
24234277	12/31/2024 8:40:09 PM	8:40 PM	2201 HICKORY SPRINGS RD	611	Dispatched & canceled en route	1000621

Alarm Date between 2024-12-01
Enter District City

and 2025-01-01

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
CITY					
	119				
		12/14/2024 5:00:29 AM	24224431	1000576	1196 E JACKSON BL
	111				
		12/10/2024 10:33:56 AM	24221995	1000571	109 TIMBER RIDGE RD
		12/15/2024 4:38:02 AM	24224918	1000583	479 SWEETGRASS LN
		12/22/2024 9:50:38 AM	24229383	1000602	232 CHIMNEY TOP LN
		12/20/2024 12:09:43 PM	24228326	1000597	282 RUBY ROSE RDG
		12/16/2024 1:28:17 PM	24225655	1000590	479 SWEETGRASS LN
		12/14/2024 6:58:24 PM	24224705	1000579	852 ASHLEY MDWS
		12/14/2024 9:23:21 PM	24224779	1000582	852 ASHLEY MDWS
		12/15/2024 5:57:52 AM	24224937	1000584	852 ASHLEY MDWS
		12/22/2024 1:11:57 AM	24229239	1000601	105 NEW ST #3
	312				
		12/3/2024 4:58:35 AM	24217636	1000555	705 E JACKSON BL
		12/13/2024 5:47:21 PM	24224196	1000575	306 FOREST DR
	711				
		12/2/2024 10:18:02 AM	24217155	1000551	905 E JACKSON BL BLVD
		12/3/2024 9:41:01 AM	24217745	1000558	S THIRD AVE
		12/8/2024 7:03:51 AM	24220846	1000562	418 W COLLEGE ST
	413				
		12/26/2024 11:40:46 PM	24231641	1000610	E JACKSON BL
	320				
		12/10/2024 9:39:11 AM	24221974	1000570	108 W JACKSON BL
	335				
		12/2/2024 11:54:18 AM	24217207	1000552	118 CHARLEM HILLS RD
		12/3/2024 12:07:16 PM	24217808	1000559	350 AZURE LNDG
	400				
		12/14/2024 7:35:23 PM	24224728	1000581	127 W MAIN ST
	323				
		12/1/2024 1:50:29 AM	24216491	1000548	1203 E JACKSON BL
	661				
		12/14/2024 12:03:16 PM	24224535	1000577	1548 W MAIN ST
	733				
		12/14/2024 7:05:24 PM	24224708	1000580	127 FOX ST
		12/14/2024 12:21:35 PM	24224539	1000578	512 VOGT DR
	714				
		12/2/2024 12:35:17 PM	24217225	1000553	100 E MAIN ST
		12/27/2024 12:07:22 AM	24231646	1000611	290 BAILEIGH LYNN LP
	716				
		12/26/2024 11:29:15 PM	24231630	1000609	117 BOONE ST
		12/25/2024 3:18:37 PM	24230949	1000606	820 BARLEY LP
		12/17/2024 11:19:49 PM	24226669	1000592	29 HICKORY POINTE
	710				
		12/27/2024 11:26:38 AM	24231854	1000612	1113 PERSIMMON RIDGE RD

Alarm Date between 2024-12-01
 Enter District County

and 2025-01-01

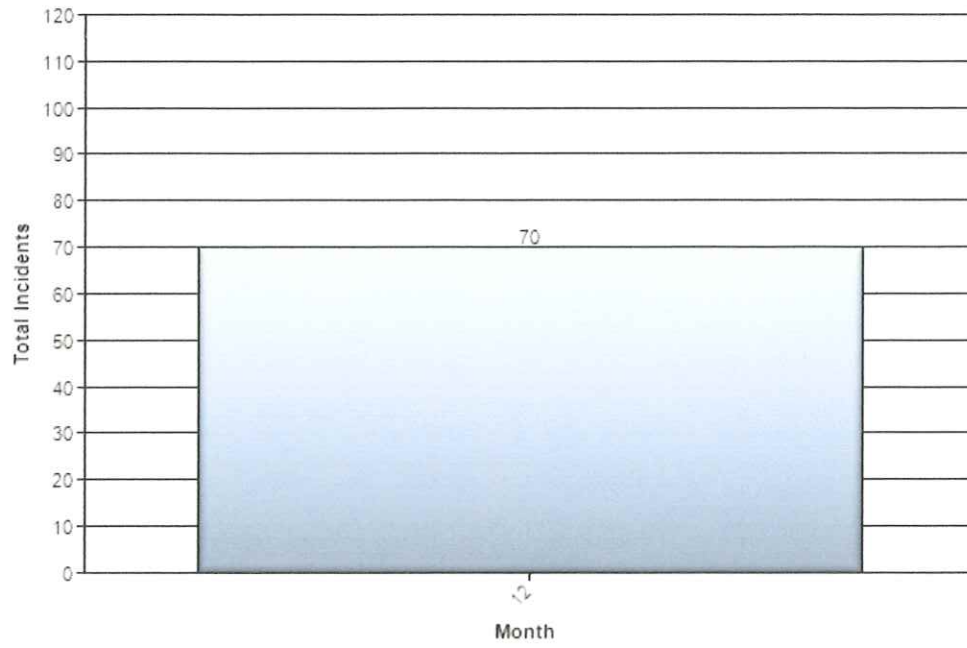
District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
	133	12/9/2024 7:21:27 AM	24221320	1000564	135 JIM MCNEESE RD
		12/9/2024 11:06:10 PM	24221772	1000568	383 CHERRY GROVE RD
		12/30/2024 5:14:41 PM	24233629	1000619	304 MULBERRY BND
	137	12/6/2024 9:36:31 PM	24220072	1000561	946 DRY CREEK RD
		12/29/2024 8:17:30 AM	24232876	1000615	306 TELFORD RD
	137	12/19/2024 7:16:20 PM	24227944	1000596	2463 11E HWY
	137	12/1/2024 11:10:41 PM	24216939	1000550	132 ROCKWOOD DR
		12/2/2024 5:55:00 PM	24217425	1000554	122 TIPTON RD
		12/4/2024 6:45:16 PM	24218627	1000560	132 ROCKWOOD DR
		12/9/2024 7:49:30 PM	24221723	1000566	132 HIGHLAND CHURCH RD
		12/10/2024 8:04:10 AM	24221911	1000569	122 TIPTON RD
		12/11/2024 7:17:48 PM	24222968	1000573	2018 HIGHWAY 11 E
		12/13/2024 12:34:37 PM	24224018	1000574	122 TIPTON RD
		12/28/2024 6:05:43 AM	24232297	1000614	122 TIPTON RD
		12/17/2024 3:32:33 PM	24226440	1000591	741 OLD EMBREEVILLE RD
		12/16/2024 8:36:54 AM	24225457	1000588	1636 MILL SPRINGS RD
		12/25/2024 6:33:18 PM	24231009	1000608	231 NUCKLES DR
		12/31/2024 12:22:01 PM	24233995	1000620	122 TIPTON RD
		12/21/2024 7:47:42 PM	24229071	1000599	230 SUGAR HOLLOW RD
		12/27/2024 5:37:43 PM	24232064	1000613	122 TIPTON RD
		12/15/2024 8:35:00 PM	24225185	1000586	132 ROCKWOOD DR
	138	12/3/2024 6:18:44 AM	24217650	1000556	710 HAIRETOWN RD
		12/16/2024 10:25:27 AM	24225542	1000589	CARROLL CREEK RD
		12/17/2024 11:37:51 PM	24226673	1000593	CARROLL CREEK RD
	138	12/9/2024 3:20:02 PM	24221618	1000565	397 TAVERN HILL RD
		12/15/2024 1:48:13 PM	24225059	1000585	HIGHWAY 11 E
		12/18/2024 7:27:58 PM	24227277	1000594	1017 OLD BOONES CREEK RD
	138	12/9/2024 7:06:42 AM	24221309	1000563	742 BARLEY LP
	161	12/24/2024 5:58:30 PM	24230629	1000604	160 HALES RD
	160	12/24/2024 4:50:10 PM	24230602	1000603	153 MINGA DR
	111	12/10/2024 4:46:58 PM	24222305	1000572	133 HAINES RD
		12/30/2024 4:49:41 PM	24233615	1000618	304 MULBERRY BND
		12/31/2024 8:40:09 PM	24234277	1000621	2201 HICKORY SPRINGS RD
		12/29/2024 6:02:16 PM	24233065	1000616	3360 GREENWOOD DR
		12/30/2024 8:32:30 AM	24233361	1000617	558 SAND VALLEY RD
	124	12/25/2024 8:47:04 AM	24230853	1000605	160 HALES RD
		12/22/2024 12:49:23 AM	24229226	1000600	684 OLD STATE ROUTE 34
		12/25/2024 5:45:41 PM	24230998	1000607	CHARLIE PARKER RD
	700	12/21/2024 1:13:56 PM	24228928	1000598	170 JOHN FRANCE RD

		12/1/2024 3:39:52 AM	24216515	1000549	192 BROTHERS CHURCH DR
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Alarm Date between 2024-12-01

and 2025-01-01

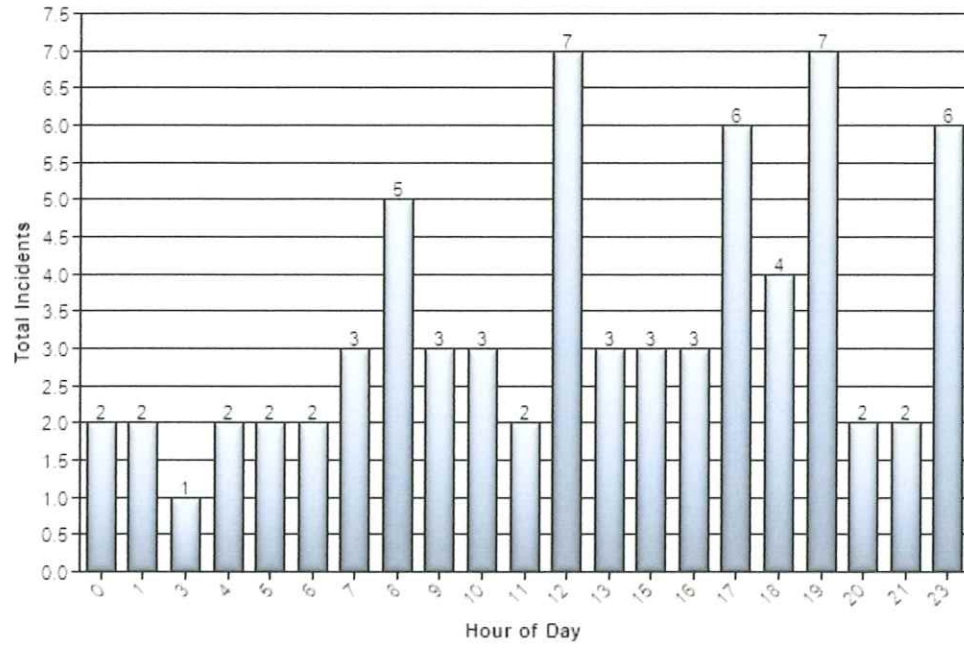
Monthly Breakdown of Incidents



Alarm Date between 2024-12-01

and 2025-01-01

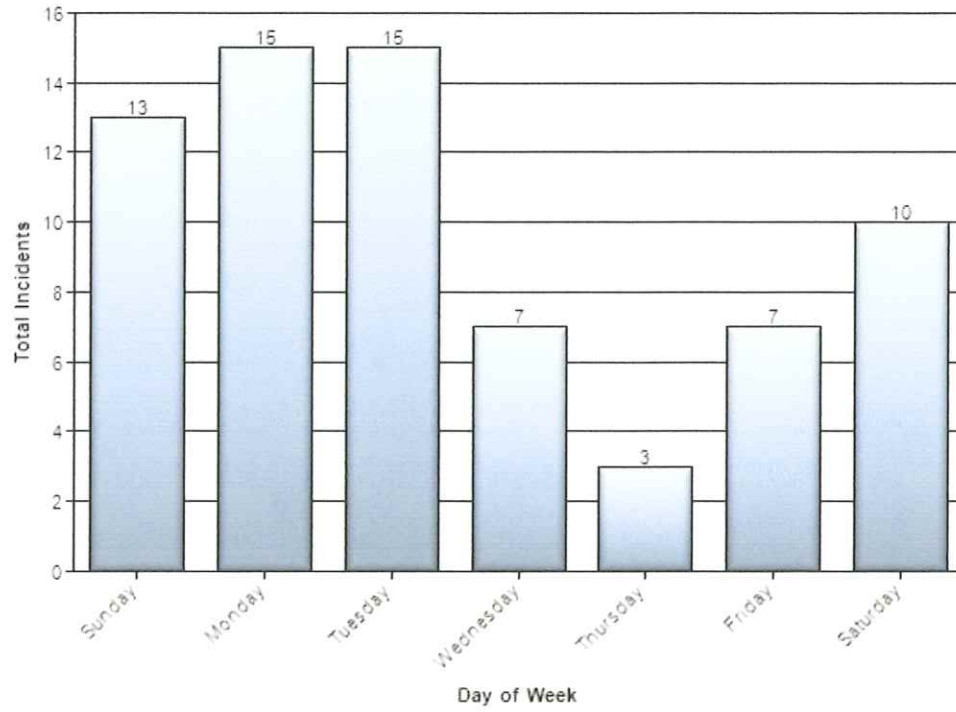
Hourly Breakdown of Incidents



Alarm Date between 2024-12-01

and 2025-01-01

Monthly Breakdown of Incidents

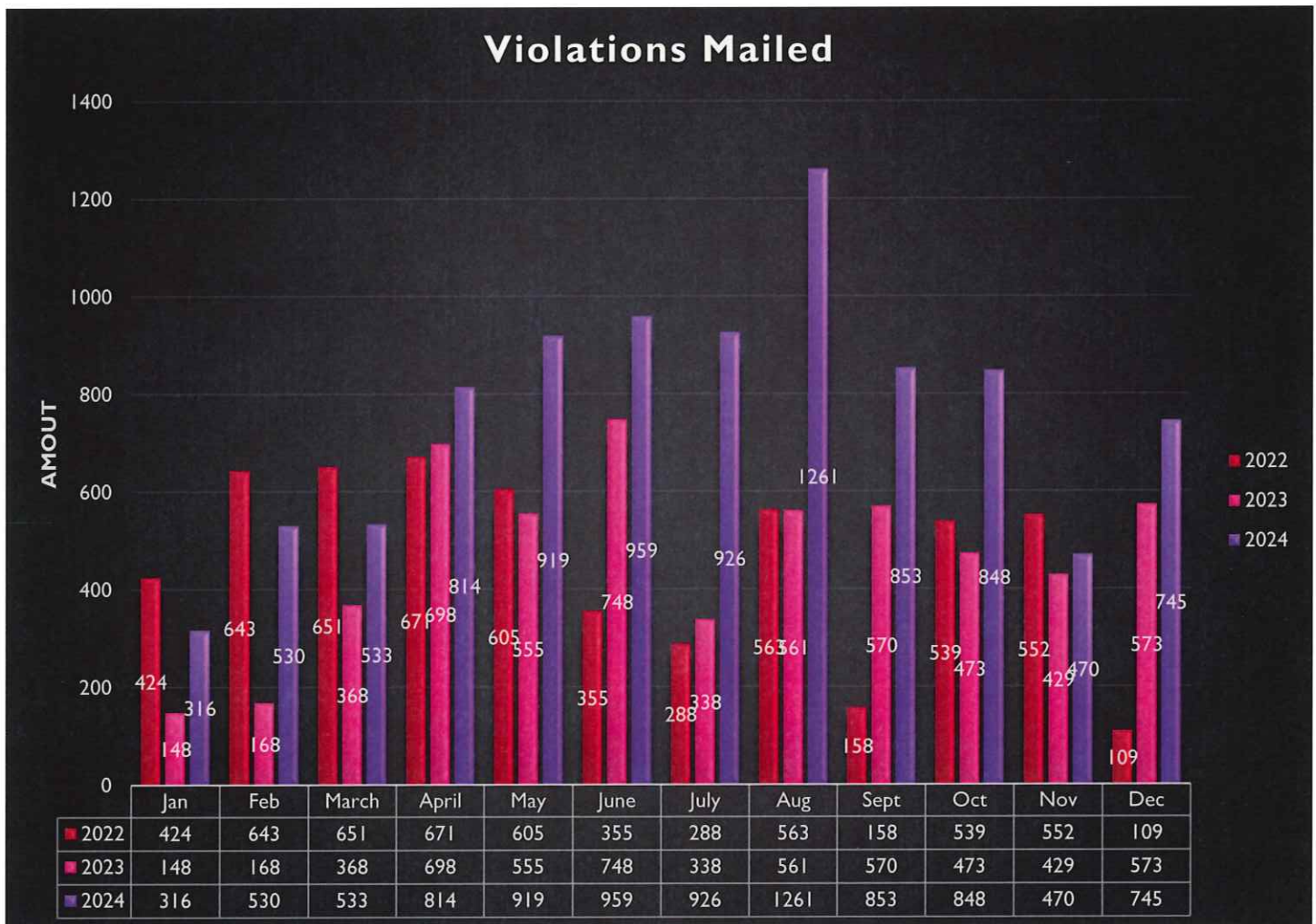




Dec. 2024 Redflex Report

From Dec. 1st through Dec. 31st the traffic cameras registered a total of **(911)** violations with **(64)** violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected **(102)** resulting in **(745)** 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 **(407)** violations followed by Jackson and Forrest (Westbound) with **(366)**.





Jonesborough Department of Public Safety Dec. 2024 Monthly Report

- CITATIONS & ARRESTS

Offenses	Count
Burglary	2
Larceny/Theft	3
Motor Vehicle Theft	1
Assault	3
Fraud	3
Vandalism	1
Miscellaneous (TIBRS Group B)	3
Miscellaneous (Department Only)	6
Total:	22

Memos	Count
Accident Report Refusal	3
Animal Destruction	2
Assisting Other Agency	4
Crisis Intervention Report	2
Event After Action Report	2
Field Interview	2
Found Property	2
K9 Training	8
Lost Property	2
Lost/Stolen License Plate	1
Miscellaneous Information	12
Officer Assistance Form	9
Property Damage/Misc	3
Sensitive Information Report	3
Trespass Warning	4
Total:	59

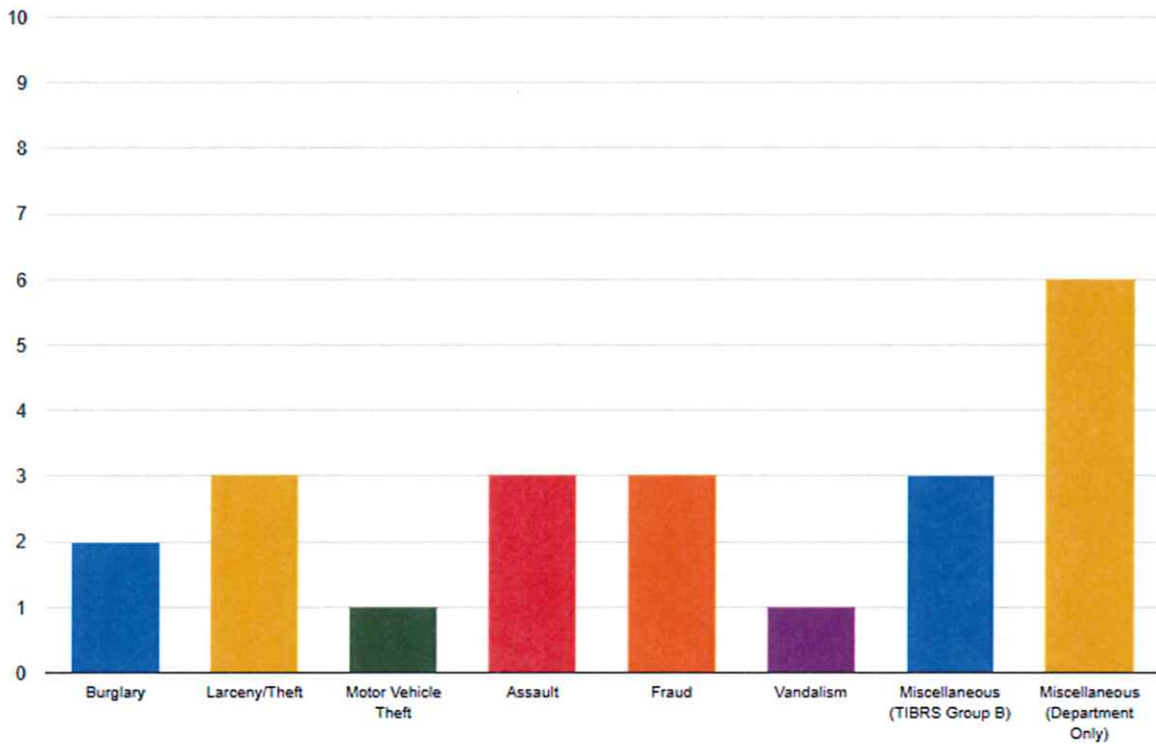
Arrests	Count
Adult (On-View Arrest)	8
Adult (Summoned/Cited)	24
Adult (Taken Into Custody)	2
Total:	34

Crashes	Count
Injury possible	5
Property damage (over \$ threshold)	19
Property damage (under \$ threshold)	16
Total:	40

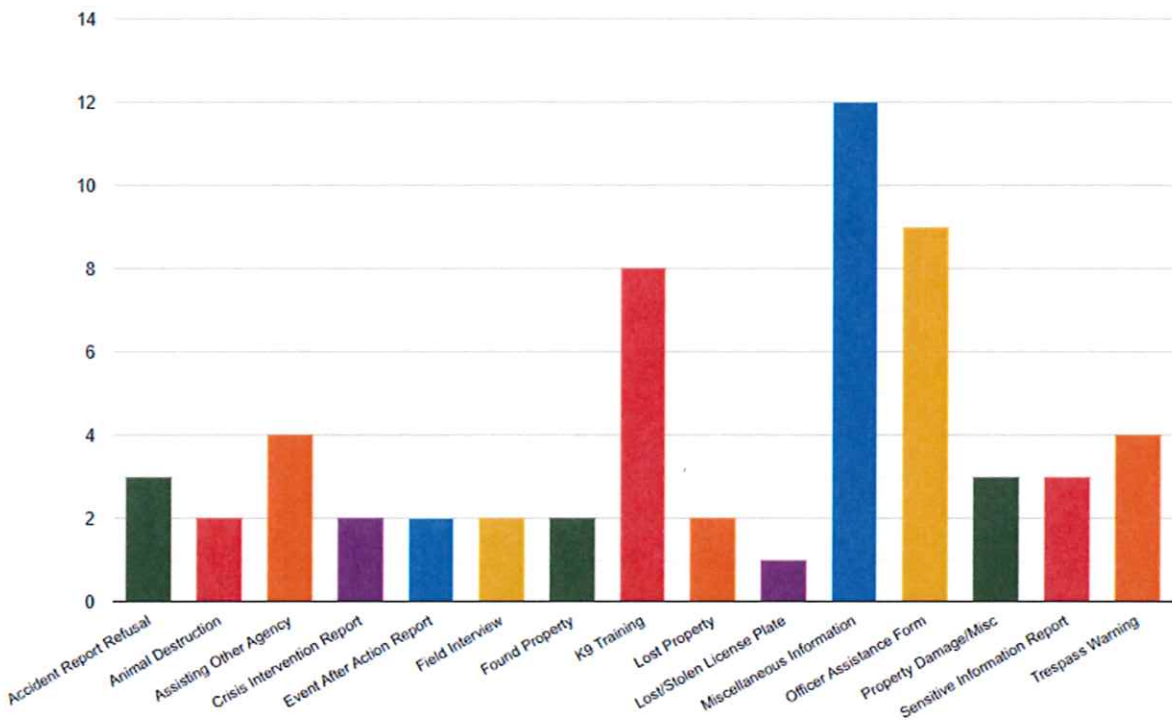
Non-Investigatory Crashes	Count
Total:	0

Tickets	Count
Traffic (Municipal Court)	64
Traffic (Washington County Juvenile Court)	4
Traffic Charges (Municipal Court)	137
Traffic Charges (Washington County Juvenile Court)	7
Parking (Municipal Court)	1
Tow	7
Warning	132
Total:	208

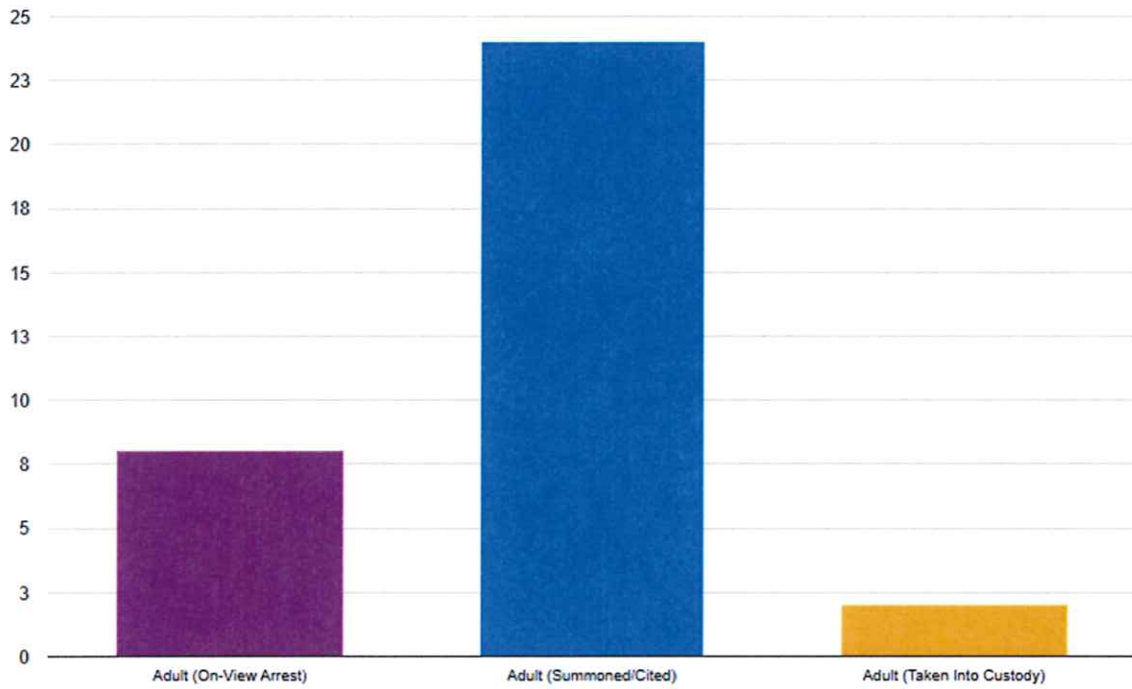
Incidents - 12/01/2024 - 12/31/2024



Memos - 12/01/2024 - 12/31/2024



Arrests - 12/01/2024 - 12/31/2024

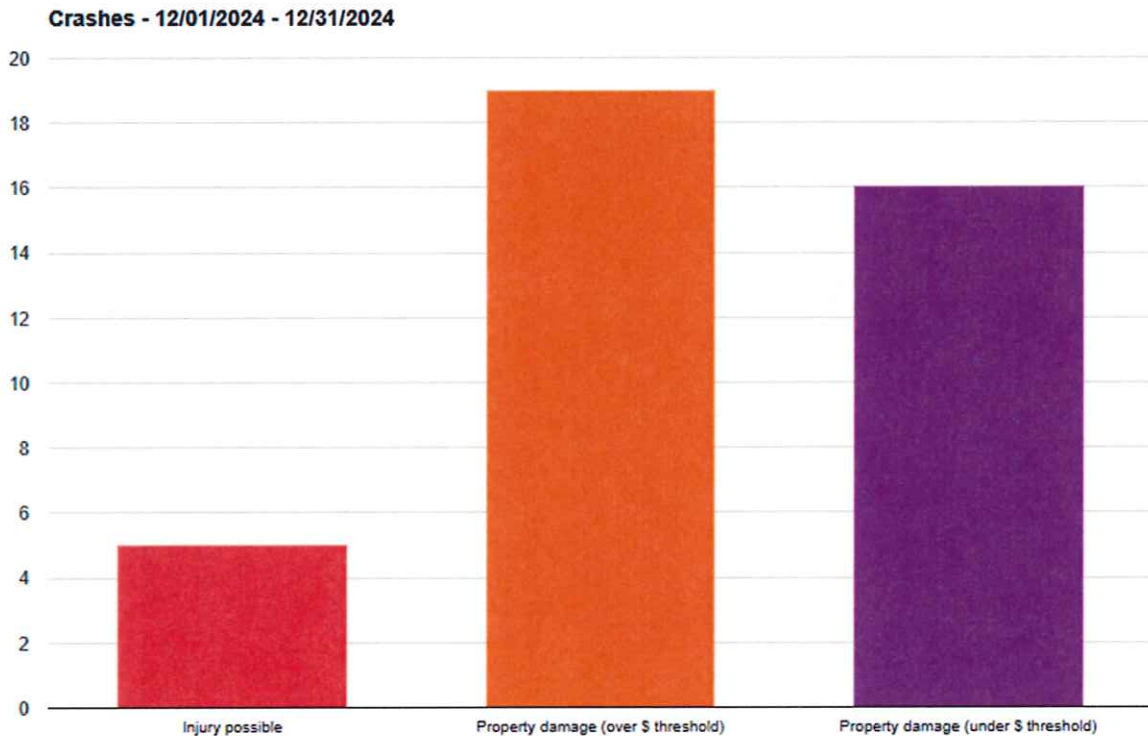


- **CRIMINAL INVESTIGATIONS**

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 (42) crashes were reported and investigated for the month of Dec. 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 Dec., K9, *Cygan's* was involved in (0) deployments and (16) training hours. K9, *Falco's* was involved in (1) deployment and (16) training hours. K9, *Daryl* was involved in (0) deployments and (18) training hours.

- **RESERVES**

The reserve officers contributed (25) hours for the month of Dec. Reserve Officer Greenway contributed (19) of these hours.

- **CODE ENFORCEMENT**

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

- **DISPATCH TRANSACTIONS FOR JCPD**

For Dec., our dispatchers assisted Johnson City Police Department with approximately (18) transactions.

- **OTHER CALLS FOR SERVICE**

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

Supervisor Report for December 2024

Senior Center

We hosted our annual MyRide luncheon to recognize the dedicated volunteer drivers. Over 8,500 rides have been given in six years. The MyRide riders and Meals on Wheels participants received a small gift from the Senior Center for Christmas. We delivered supplemental food boxes to our most at-risk seniors on our Limestone and Telford routes.

The Senior Center took a trip to Biltmore on December 5th, to see Christmas decorations. Other trips included bowling, Lunch Bunch and Walk with Ease. We hosted a cooking class on December 20th and featured special refreshments every day the week before Christmas. The Senior Center collected over 200 gifts for area seniors. We are so thankful for our members' generosity in making Christmas bright.

The Senior Center's Christmas party was on December 12th we had over 100 people in attendance. The evening was filled with music, dancing and refreshments. A special thank you to Alderman Counterminne and his Jam Group who provided the Christmas music.

The Senior Center hosted Brain Olympics on December 17th, and five centers participated in the event. Jonesborough, Johnson City, Greeneville, Church Hill and Johnson County. We provided lunch and the trivia competition was hosted by Ryan Budds. The Jonesborough Senior Center team won first, Johnson City second and Johnson County third. This event is co-hosted with Johnson City Senior Center and is our way of keeping trivia competition active. The staff from First Tennessee Area Agency on Aging and Disability served as score keepers and collected ballots.

Lincoln Park

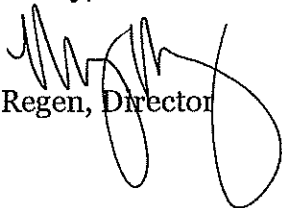
The gardens yielded 574 pounds of produce this past year. We are very thankful for the Master Gardener volunteers and University of Tennessee Extension Office for their dedication to this project. The food harvested was used in our lunch program and was made available to our members and homebound seniors. We look forward to 2025, and all that will be harvested.

Christmas at Lincoln Park has been magical over the last month. A special thank you to Parks and Recreation for setting up the trees. We had 40 trees in total that the community enjoyed from December 3rd -January 5th. The Senior Center staff and volunteers placed lights on all the trees and then local businesses and organizations sponsored the trees and decorated them. We were so very pleased with the participation this first year and are encouraged by the community support. Over 300 people attended the tree lighting. We had live music provided by the Novelty Band, special thank you to Alderman Counterminne. Santa was there, hot chocolate, coffee and smores stations. We called the trees "trees with a purpose" half of the sponsorship of the trees went to our Benevolence Fund, the funding we use to help community seniors in need. We are so thankful that \$3,100 was raised for the Benevolence Fund this holiday season. We look forward to hosting Christmas at Lincoln Park in 2025.

We continue art classes in the Education Building, Parkour Silver, Funshine (our class to combat seasonal effective disorder and a new watercolor class at Lincoln Park over the winter. We are working closely with Parks and Recreation on some additional programming for 2025.

Respectfully,

Mary Regen, Director



Utility Manager Monthly Report

December 2024

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

Distribution department installed 9 new service taps and repaired 38 service leaks for the month of December. The distribution department also completed 30 miscellaneous work orders and located 234 TN 811 one calls.

Water Quality Department read 13,544 meters and set 25 new service meters for the month of December. The Water Quality Department cut off 118 meters with 89 of those for nonpayment. The Water Quality Department had a total of 15,436 total actions taken in the month of December. As of December 31st, 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 December.

Water Plant processed 87.555 million gallons of water with a daily average of 2.824 million gallons per day in the month of December. The Water Treatment plant is operating at full capacity and is in need of an upgrade. Persimmon Ridge Tank has maintained an average level of 35 feet for December and Woodlawn Tank has maintained an average level of 25 feet for December.

Wastewater Department operated under normal conditions for the month of December. Wastewater had no releases and no overflows but, did have 1 bypass due to heavy rain in December. 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 December. The month of December experienced 13 days of precipitation for a total of 3.52 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For December, this rate was 30%, equating to an average of nearly 199,000 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 December in Utilities. As of December 31st, 2024, the Wastewater Department has 2 vacancies, Water Distribution has 3 vacancies, Water Treatment Plant has 1 vacancy and Water Quality 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
DECEMBER 2024

<u>Meters Read:</u>	<u>Meters Cut On:</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
13,544	102	118	33

<u>Meter Maintenance:</u>	<u>Non-Payment :</u>	<u>Customer Inquiries:</u>
	89	56

43 Meters Marked

57 Meters Serviced

218 Locations Entered in Harmony

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Reports & Spreadsheets:</u>
150	48	332

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

<u>Dispatch & Service Calls:</u>	<u>WQ SET TAPS:</u>
571	25

Total Actions Taken:
15,436



TOWN OF JONESBOROUGH

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

Monthly Report December 2024 Water Distribution

Complaints Total - 8 **4 - Total Complaints Last Month**

Taps Installed - 9 **36- Total Taps Last Month**

Tennessee One Call - 234 **225 - 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- 38 **11 - Total Last Month**

Down Meters Installed Total - 0 **0 - Last Month**

Meter Box Replaced Total - **9 - Total Last**
Month

Paving Locations - 2 **2- Total Last Month**

Yard Work Clean Total - 2 **2- 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

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

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

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

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

Linear feet of water line GPS- 906,626'

Miles of water line GPS- 171 miles

Meters GPS- 3,946

Valves GPS- 767

Hydrants GPS-193

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

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

This will help tremendously due to the department being 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 December Town Crew

The Town Crew has concentrated their efforts on repairing priority leaks and installing new taps.

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 – December 2024 Monthly System Operations Summary

Date: January 7, 2025

Customer Calls:

Total: 9 Resolved: 8

TN811: Taken: 237 Required Action: 81

Sewer Taps:

New: 28 Completed: 2 Pending: 3 Pending Contracted: 156*

* Contracted Taps were added to active records. No CO report for December 2024

Projects Completed:

1. Installed stormwater piping under Allison Drive & Paved
2. Cleanout cut and installed flush at New School
3. Sewer Taps – West Hills Tractor & Wendy's

Projects Underway:

1. Sewer extension - Thompson Meadow (4 New Homes)
2. Force main upgrade - Allison and Skyline Drive (Skyline Landing)
3. A Station - Easements

System Maintenance:

Line Cleaning: 100'	Line Inspections: 100'	System Repairs: 1
Station Repairs: 2	Station Cleaning: 6	STEP Unit Repairs: 2

Overflows/Releases/Bypasses:

Bypass – 12/30/24 – Due to Heavy Rainfall (I&I)

Town of Jonesborough
Environmental Services
Department Monthly Report

December 1, 2024
thru
December 31, 2024

Wastewater Plant: The WWTP is operating well. The Diesel Redundancy Pump did not operate in December. The month of December experienced 13 days of precipitation for a total of 3.52 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For December, this rate was 30%, equating to an average of nearly 199,000 gallons daily.

Wastewater Plant Compliance – December 2024

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	8mg/l – 40lb/d	21mg/l – 167lb/d	N
CBOD Weekly	13mg/l – 68lb/d	25mg/l – 208lb/d	N
CBOD Daily	20mg/l – 93%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	1.4mg/l – 8.5lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	0.6 mg/l – 3.3lb/d	12mg/l – 100lb/d	N
Ammonia Day.	12 mg/l	16mg/l	N
TSS Monthly	8mg/l – 52lb/d	30mg/l – 250lb/d	N
TSS Weekly	8mg/l – 41lb/d	40mg/l – 304lb/d	N
TSS Daily	22mg/l – 83%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	4.8/100ml	126/100ml	N
E. coli Daily	147/100ml	941/100ml	N
Chlorine	0.18 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	8.6 mg/l	6.0mg/l Minimum	N
pH	6.8su/7.7su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 12/31/24

Sewer Construction/Collection System: One Bypass occurred during December. Numerous sewer taps, site cleanups, and system repairs were made during the month of December.

Industrial Pretreatment: All industries are currently compliant with their industrial pretreatment permits. The APC in Telford is progressing and expected to open in February of 2025.

NPDES Permit: The WWTP is in full compliance with the NPDES permit. The NPDES permit renewal application was submitted to TDEC and EPA for review and approval on December 27, 2024.

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

Cobern O. Rasnick
Director of Environmental Services

Work Orders By Type

12/01/2024 to 12/31/2024 as of 1/7/2025
 ...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	262
WW-Corrective	10
WW-Construction Work	11
Total Work Orders:	283

Work Orders By Type

09/01/2017 to 12/31/2024 as of 1/7/2025
 ...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	83
WW-Requested Work	1
WW-Corrective	3
WW-Construction Work	3
Total Work Orders:	90

	Current Month	Previous Month	% Change
Work Orders Generated	313	315	-0.01%
Percentage of Completion	96%	75%	+21%
Work Orders Completed	283	236	+16%

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

Jonesborough Water Treatment Facility

Monthly JANUARY 6 2025

For the week of December 30, 2024, the total amount of water processed was 87.555 million gallons for the total gallons produced of November, 2024; with a daily average of 2.82435 million gallons, a maximum of 2.909 million gallons, and a minimum of 2.371 million gallons.

This is the weekly report for the week of December 30, 2024,. As of 30th, of December, we have finish bids on the security camera quotes for the water plant location and off sites at water tanks and seem ready for selection.. The Floc Mixer installation went as planned 12-18-24th with 80 percent of the work completed and wired; only the impellar install is due with a balance measure needed against the shaft and reading with some run-time.—We will schedule this about Jan. 20th. The Zion Divers have a quote in place for the well cleaning and screen cleaning, and trying to secure a date for the well pumping for January 16 looks like that week. On December 5th, we completed the last quarter of DPD samples for 2024 on disinfection by-products sampling for the State of Tennessee TDEC., also we are preparing a separate sampling group of sample data for TDEC from the water plant clearwell with Waypoint Labs and will ship the samples on December 30th. Took a bid from a recycle group on the river bank for the bank clearing at the Raw Water Bldg, on Friday, Dec. 20. We have a memo from TDEC to provide a sodium sample that was done on December 26 to Waypoint labs. On Jan. 1, I will have 1 operator position open to fill. Started Jan 6 the shift change and new schedule. Cody Elliot resigned on December 30th

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

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

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

Fall 2024 Classes – We are finished with Fall classes. We had our end of the semester program on Thursday, December 12 with over ninety people in attendance.

Spring 2025 Classes – registration for spring 2025 is right on target. We have approximately ninety people registered for classes and three 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 drafting featured stories on our new faculty and sending those the H&T as well as putting them on social media. I have also processed several scholarship applications. The Marketing team will be sharing our posts as often as possible, and we may boost a video from one of their Facebook pages as well.

Budget, Building, and Grounds – Our refrigerator died on us at the end of November. I did a good deal of research and looked for a fridge that would fit our specific space needs. I worked with Rick DuVal and with our local Lowes and found one that met our needs.

I met with Lauren from Parks and Rec to discuss some improvements I would like to see in the landscaping around the McKinney Center. Lauren had great ideas. Just a day or two after our meeting the changes started happening. I could not believe how quickly her crew started implementation! I also met with Chris Kudera about programming and potential long-term landscaping goals for the areas around the building.

Training – I have scheduled online training for my staff through Public Entity Partners (PEP). In December we went through the Active Listening Training and the Active Shooter Training.

Exhibitions – We have several exhibits lined up for 2025:

January 20-24	MLK Exhibit with public schools.
January 31 – February 21	Faculty Show
March 7 – April 4	Group Craft Show
May 1 – 8	Ms. Brown's End of the Semester Student Art Show
June 6 – July 4	Stephen Simmerman and Anita Ramsey
July 17 – August 15	Chasidy Hathorn and Linda McCauley
September 5 – September 26	Group Show
September 12 – Oct. 4	Booker T. Washington Alumni Portrait Exhibition
October 10 – November 7	Halloween Group

MLK Exhibit with Public Schools – The theme has changed to “Beloved Community: It Starts with Me.” This is based on the kids’ book written by Bernice King. You can see more about it here:

<https://store.thekingcenter.org/products/it-starts-with-me?variant=41806557937871>

The reception date will be January 23, 6-8pm. I sent out an update to all the related art teachers in Washington County. I also asked if we could get culinary art programs to provide reception items and if there would be any musical groups that could provide a music program. Mayor Vest and Alderman Dickson have agreed to be present to provide welcoming remarks.

StoryTown Programs

StoryTown Radio Show – The Soups and Songs Fundraiser went extremely well. The event was sold out. We had the Novelty Band, Portail du Son, and the Thankful Baptist Church Mass Choir. We

raised over \$4,000 for the Radio Show, which is more than we have ever made for this event. It is also the first time every selling out. We came close back in 2018. I have said for years that the Radio Show and the Soups and Songs Fundraiser are deserving of sold out shows and with Anne’s vision and ability to implement the project plans, this program has seen remarkable success in 2025. Our audience attendance has increased by 93% in 2024!

Soups and Songs is a team effort. We all assist in several ways. I ordered most of the supplies for the event such as plastic ware, bowls, plates, etc. I helped set up the tables, put items for the tables, pre-washed dishes, and helped clean up after. I also greeted folks the night of, assisted with check-in when needed, staffed the door, etc. We have some areas to improve on for next year, but overall, I consider it a success.

Podcasts - StoryTown has been consistent with its scheduled podcasts each month, which I am incredibly happy about. When Isaac Woods came on board as an AmeriCorps Volunteer, he added much needed context and narration to the stories that were chosen for the podcast. He also made improvements in editing the audio. Now that we have his template and style, Nori Shaw, our new StoryTown AmeriCorps Volunteer has taken over that role and is doing a wonderful job narrating and editing the podcast. All MKC staff will listen to the first draft and give feedback. Nori then makes the proper adjustments before uploading.

Listening Days – Anne is bringing back Listening Days to the Senior Center in 2025. Honestly, I was very skeptical about doing this due to their lack of success in the past. Anne is committed to dedicating time and effort to these events. We have discussed the need to be very intentional with recruiting people to share stories.

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
Soups&Song	95	125
	482	931

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 December. I just did Dave Light’s radio show

in Kingsport. Skye did a TV spot at WJHL to promote the Food Drive.

Our AmeriCorps volunteers are still drafting featured stories on new faculty. Anne and I help them revise these press releases closely for printing.

We met with the Marketing team earlier in the month to discuss rebranding ideas for the McKinney Center. Isabell has given us some color and font choices to review.

Outreach – Our team has been busy with outreach efforts this month.

Senior Center Tree – we partnered with the Visitor Center and Jackson Theatre to decorate a tree at Lincoln Park.

Whoville – Skye and our volunteers made Grinch hearts with children during the Whoville event.

At Home with Santa – Again, Skye and our volunteers did a hand-made ornament with children during this event. This project took a good deal of prep hours. We rolled out air dry clay, cut out the ornament shapes and sanded the edges so they would be smooth. I helped cut out ornaments for this event.

Parade - Our staff chipped in and helped to make items for the Christmas float. The truck and trailer were donated for the evening. I was unable to make the parade this year, but I am immensely proud of my team's efforts and willingness to participate in the town parade. It is a fun event for everyone.

MLK Day of Giving Food Drive for the JAMA Food Pantry – Skye has collaborated with the JAMA volunteers to gather items once again for the pantry between now and MLK Day, January 20th. Skye wrote a press release, has been on TV, and has shared the event on social media. Anne and I have also mentioned the food drive when doing TV and Radio interviews.

Holiday Cards – We had our staff holiday party on the morning of December 17. I bought breakfast for everyone from the Pancake House. After we ate, we signed and addressed over one hundred Christmas Cards to send out to volunteers, donors, teachers, etc.

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.
- Reviewed other grants for other potential programs.
- Sent MLK exhibit information to public art teachers again.
- Organized space for Supervisor's meeting. Bought coffee cups and creamer.

- Invited D&E committee to January BMA meeting by request.
- Filled out Main Street Survey and attended a Survey meeting.
- Reviewed AASLH's 250th Virtual Con in preparation for the 250th
- Set-up meetings with MKC staff to begin planning for 2025 events and projects.
- Did a PO for an AED and sent it to Chason Freeman.
- Met with Anne and Amber C. @ the Jackson Rental contract for our Radio Show on January 27.
- Communicating with instructors about classes, promoting classes, etc.

December 2024 Monthly Report, Skye McFarland

Outreach

During this month we finished up our in-person outreach for the year with Santa's Christmas Village where we interacted with about 350 people. In addition, the AmeriCorps volunteers have been helpful in getting the catalogs out around downtown, to the private schools, and Johnson City. We also worked to get 8,000 flyers to Johnson City Schools and sent the flyer to be put on Peach Jar that goes to all parents in Washington County schools. Our social media has been great due to three different ads we have run for the Spring Semester, Soups & Songs, and the StoryTown Season Pass. For our in-person craft I worked with our AmeriCorps and building manager to create 300 air-dry clay ornaments for Santa's Christmas village. I also recruited volunteers, communicated with town staff, prepared for the event, and worked it. I continue to post on social media at least 6 days each week to push classes. We have a series introducing new instructors, a series to show portraits from the Living Here exhibit, and otherwise we are continuing to push classes. Plus, we have some posts about our MLK Food drive. Also this month we were in the Jonesborough Christmas Parade which exposes to thousands of locals. Many hours this month were spent with our other staff preparing the parade float, purchasing needed items, scheduling a driver, the trailer, assembling the float, and attending the parade safety meeting.

If you look at our final outreach number from 2023, 272,848 and our final 2024 outreach number, 373,043 we have boosted our numbers over 100,000.

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	275	20,909	225	21409
December	350	36,861	8,500	45711
				373,043

Volunteers

Volunteers this month come from Student Art Show donations and Santa's Village outreach. In addition, I have added hours for our Conversations That Matter moderators as they have volunteered their time this year for our program. During this month I have worked to communicate with volunteers about delivering their donations or showing up to work at the outreach 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	570	608
November	54	226	280
December	88.5	76	164.5
			2375.5

Diversity & Equity

The Diversity & Equity Sub-committee did not have a meeting in December as we typically host it at the end of the month, and with the holidays we typically skip this time of year for a meeting. I have kept in touch with our committee, and we hope to meet in January.

Despite our decision to no longer create the Conversations That Matter program moving forward, I have worked this month to invite, plan, and book a caterer for our end of the year dinner. We have invited all guests from the past four years to attend. I have worked to make centerpieces, get supplies, obtain wine donations, and make desserts. I have also worked to make a program and edit a video of all past videos from this year to share at our dinner.

Marketing & Miscellaneous

Videos: During this month I have mainly worked to edit video to create something about the Food Pantry for our food drive and gone through many hours of Conversations that Matter from this past year to create a year-end video.

Photography: I made sure to take photos during our Soups & Songs event and edit them. The AmeriCorps volunteers took photos during the Student Art Show, and I edited them.

Graphics: This past month I have worked to edit and update graphics for the January radio show, Martin Luther King Food Drive, the MLK art exhibit, and make signs for holiday hours when our offices will be closed.

Other tasks this month have included applying to the Tennessee Association of Museums awards for the Living Here exhibit and being on the news to promote the food drive. We also received news that our application to present about the Living Here exhibit at the Appalachian Studies Association Conference in March has been approved.

Breanna Walker-Schadler December Monthly Report- McKinney Center

Classes & Special Events:

In the month of December, Jonathan Edens finished his last week of November private lessons for students on Thursdays and Fridays. We did not have private lessons have Thanksgiving or the day after, so the four sessions ended at the beginning of December. Earlene Hopkins hosted her last two sessions of Gyrokinesis. We had eleven students in the month of December. Staff spent the month of December preparing for the Spring semester. That includes printing and passing out catalogs and flyers, helping students register for classes, and communicating with teachers about needs for the Spring. I spent time coordinating with the three private lesson faculty members about their January schedule. I then spent time emailing past students from all our classes to let them know our classes are out and to use the early bird code to get \$10 while they can.

We hosted our annual Soups & Songs fundraiser on the night of December 2nd. The show was completely sold out. We had 165 people come in just for the show, including staff, volunteers, cast, musicians, and guests. The show was amazing, and several audience members commented on how it was the best one "ever". We had the Fall Student Art Show the night of December 12th and had 95 people in attendance. Everyone who came to the show really enjoyed it. We hosted the annual Conversations That Matter dinner on the night of the 18th and had 40 people in attendance. We had 554 general visitors during the month of December, including the visitors for the special events.

Rentals:

We hosted twelve rentals in the month of December. A church group rented the auditorium for three Sundays and the classroom for one Sunday. They paid a total of \$337.50 for all four rentals. Two different town employees held events in classroom two throughout the day on December 7th. There was a toddlers birthday party that paid \$78.75. The other town's employee rental was a get together and they paid \$90.00. AccuForce held their annual Christmas party at the center during the day on the 13th and paid a total of \$225 for the rental. A community member held a graduation party in classroom 2 the night of the 14th and paid a total of \$180.00. Envision held their annual Christmas party at the center and paid a total of \$450.00 for the rental. A community member held their wedding celebration at the center during the day through the evening of the 20th and paid a total of \$865.00 for the event. Their \$200.00 refundable damage deposit was returned to them. Wesley Wilson held a dance at the center and paid a total of \$130.00. A community member held a birthday party on the evening of the 28th for a total of \$135.00. Total income revenue for the month of December was \$2,291.50. We had 423 rental guests.

Front Desk:

Most of my shifts are spent staying physically around the front desk so I can welcome people and answer phone calls as they come in. There have been plenty of phone calls and people coming in to find copies of the Spring 2025 catalog and to register for spring

classes. We currently have about five classes that have made and over 60 registrations. When parents read their emails that it is time to reregister for classes, they will begin to sign up again. There have been several phone calls about last-minute rentals getting ready for the holiday, and we did secure two last-minute rentals. I coordinated with Roger to make sure the classrooms are set up for the classes and rentals of the month.

MBM Support:

We had two teachers teach during December. I communicated with them about rosters, student needs, and set up for classes. I helped Theresa submit the teacher payments for the month of December. I sent out an e-newsletter, which includes our current student list, a reminder for the student art show. I spent time the day of getting ready and setting up for the student art show. That includes setting up tables, food, and drinks, along with directing other staff on how to help. Some students picked their art up that night. I sent email reminders to students to pick up their artwork and to let them know our holiday hours.

The day of Soups and Songs was used to make sure we had the set up correct. We received food donations throughout the day and around 3:00pm started to work on prepping the hot food for dinner. That night, we spent time plating cookies, bread, butter, and salads. Staff ran soup from the kitchen as the serving dishes would get low. The following day was spent doing clean up from Soups and Songs. The event went extremely well, it was sold out. Everyone seemed to thoroughly enjoy the show.

I spent time helping Skye and Martha get ready for the Christmas parade. That included helping to assemble and make the different decorations that went on the float. I helped to assemble and disassemble the actual parade float on the day of. Staff attended the Christmas parade to advertise the centers name and show off general art skills. The parade was a blast. Staff spent time sending Christmas letters to volunteers, members, advisory committee members, faculty, and the Board of Mayor and Alderman.

I spent a good portion of time working on the teacher excel sheet, that lists each class session, the amount a teacher will receive per month, and how much the teacher will receive overall. After that was finished, I used that information to make the spring teacher letters of agreement and the spring teacher payment schedule. I started doing the teacher payment schedule to have a comprehensive list that says what teachers get paid in each month. That is easier to read overall rather than clicking on individual letters of agreement or different excel sheets. We try to get the letters of agreement into teacher's hands around mid-January.

Private lessons resume in the month of January. We have three private lesson teachers, with Rheva teaching fiddle, Roxanne teaching Mtn. Dulcimer, and Jonathan teaching voice & guitar. I communicated with each teacher to get their January monthly schedule.

I communicated with students to have January lessons scheduled by the 19th of December. Lessons are confirmed with both teachers and students to avoid confusion.

I spent time communicating with hosts about the needs of the rentals and classes that they were working. Hosts let me know their time off requests by the morning of the 16th. I completed the January host calendar and the January weekly calendars. Staff reviewed them before I sent them out to the hosts at the end of the day on the 19th. Typically host schedules are sent out on the 23rd and they have two days to review the schedule and ask questions. The timeline for January is sped up due to the holidays and scheduled time off.

Donations:

We received \$125.00 in donations from two community members.

Martha Blaser – December 2024 Monthly Report – McKinney Center

McKinney Center:

- Christmas Events
 - Began planning for Christmas parade float
 - Created candy decorations for Christmas parade float
 - Set-up float before parade and then attended the parade
 - Planned and prepared decorating ornament crafts for Whoville and Santa's Christmas Village outreach events
 - Decorated McKinney Center/Jackson Theater/Tourism tree in Lincoln Park
- Student Art Show
 - Measured all pieces of artwork, chose appropriate frames, and began framing pieces
 - Began making plan to place pieces in appropriate locations around building
 - Worked with Nori to place and hang all pieces for the Student Art Show
 - Attended show reception on 12/12
 - Helped visitors as needed
 - Took pictures of attendees to the event
- Soups & Songs
 - Helped to set up for Soups & Songs the week of 11/25-11/27
 - Worked Soups & Songs event on 12/2 from 6-8pm
 - Assisted attendees as needed: helped to refill food and drinks, assisted with check in and setting up
- Catalogs/Classes
 - Went to the Jackson Theater over several days to work on printing McKinney Center Spring 2025 catalogs for distribution
 - Distributed catalogs around downtown Jonesborough, downtown Johnson City, and area private schools
 - Wrote press releases for faculty of upcoming spring classes
- Front Desk
 - Watched front desk and assisted visitors as needed
- Booker T. Washington School Tour
 - Continued to work on research for the BTW School tour
 - Started working on research for Connie Kizer information card

Outreach:

- Delivered MLK Food Drive posters, StoryTown Radio Show rack cards, and catalogs to businesses in downtown Jonesborough
- Christmas Events

- Planned and prepared kids' craft for Whoville and Santa's Christmas Village events
- Worked both events on 11/30 and 12/14 respectively
- Worked to make decorations for McKinney Center Christmas Parade float, plan costumes for those riding on the float, and set-up float before parade

Noriah Shaw December Monthly Report- McKinney Center

Outreach:

In reference to outreach this month, Martha and I printed and distributed copies of our spring catalog and our StoryTown rack cards to local shops in downtown Johnson City multiple times. We also distributed copies of our spring catalog during our Soups and Songs event. Another way we contributed to outreach this December is to help decorate the McKinney Center's Christmas tree in Lincoln Park, where we added ornaments depicting the Center's logo on the Christmas tree! Lastly, we distributed catalogs to local schools in the area.

Storytown:

Our Soups and Songs event took the place of our monthly radio show for December. I assisted with this event by aiding with setup and takedown, as well as preparing food and helping with check in. I also assisted with getting performers onto the stage at their assigned time. Another Storytown project I worked on this December was our Voices of The Archive Podcast. I listened to and selected an interview to be featured, scripted narration, recorded narration, and edited everything together. I also selected a short story from our Storytown archives to be featured in our monthly newsletter.

Front desk:

When Bre goes on 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 in the moment, I gather their information and leave a note for Bre to reach back out to them.

Special events:

In reference to special events, the McKinney center hosted Soups and Songs this December, where, as mentioned above, I assisted with this event by aiding with setup and takedown, as well as preparing food and helping with check in. I also assisted with getting performers onto the stage at their assigned time. Another special event we had this month was the reception for our annual student art show. I assisted with this event by helping with set up, preparing refreshments, greeting attendees as they arrived, and assisting with takedown once the event finished. The last special event we had this month was participating in the Town's annual Christmas Parade. I helped with this event by aiding in the decoration and construction of our Nutcracker themed float, as well as playing as a rat in the parade. After the event was over, I helped with takedown and clean up.

December 2024 Monthly Report, Anne G'Fellers-Mason

Program Manager

StoryTown Radio Show/StoryTown Initiative

Soups and Songs fundraiser went very well on December 2nd. It was sold out with 125 tickets sold. This year we had more music than ever with the Jonesborough Novelty Band, Portail du Son, and the Thankful Baptist Church Mass Choir. The show went seamlessly, especially given the number of musical acts and cast members. We received some feedback on the soups and the food in general and will be working to address those issues in 2025. The event raised over \$4,000 for the Radio Show. It was sponsored by McLeod Organics and Gabriel's Christmas and More.

- 1) We raised \$4,000 in sponsorship money this season.
- 2) StoryTown Radio Show 2025 Season Passes are on sale now. We have sold 15 passes so far. The 14th season will kick off at the Jackson Theatre on January 27th with Carson Peters as the musical guest. We have sold 27 tickets to the January show so far.

2025 Planning

Community Listening Days will be back next year at the Senior Center on March 25, June 27, September 22, and November 24. I will be working on a true crime drama about the murder of Officer Hood in 1928 that will be presented in July of next year.

Podcast

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

Total Downloads: 151 in the last thirty days

Social Media Posts

Facebook last 28 days

Page Followers: 1,574

Page Following: 439

Most interacted with Post – January show announcement at the Jackson Theatre with Carson Peters (1,595 post reach, 162 post engagement)

Post reach: 4,251

Post engagement: 995

New Page Followers: 7

Interactions Reactions: 392

Comments: 15

Shares: 87

Photo views: 250

Link clicks: 26

Instagram last 28 days

Followers: 826

Reach: 502 (502 from organic, 0 from ads)

Content Interactions: 194

Profile Visits: 53

Link Clicks: 4

The post about the Jonesborough Novelty Band playing at Soups and Songs had the most engagement during this time with a reach of 144 and 8 likes/reactions.

YouTube last 28 days

Subscribers: 19

Views: 8

Watch Time: 0.2

New Subscribers: 0

Impressions: 797

Numbers for Month:

StoryTown Volunteers: 19 (Number of volunteer hours, 76)

Interactions: Soups & Songs Rehearsal – 19, Soups & Songs – 165, Marketing Team – 2, Media – 7, Jackson Theatre related – 1, JAMSA Board - 7, Main Street Board - 23, Misc. – 5

Total for Month – 229

Monthly Report January 2025

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

Doggone Christmas

- Designed the program for the event
- Printed and folded the program for the event
- Set up sound for the event
- Helped with set up and tear down before and after the event
- Helped make the dog bandanas for the event

Santas Christmas Village

- Designed the program for the event
- Printed and folded the program for the event
- Helped with set up and tear down
- Set up sound
- Set up snow machines for event

Christmas Parade

- Helped with setting up judges area
- Helped close the gaps during the parade
- Broke down the snow machines after the event ended

Google Analytics (Analytics Next Page)

- Monitored the Google analytics for the .org, .com, McKinney and Wetlands site
- Christmas in Ole Jonesborough has 10,899 after the final event
- The Town Employment page has 4,800 views for the month



Susan McKinney
Director of Special Events
December 2024 Monthly Report

- Planned, implemented, directed, and attended A Doggone Christmas, the 2nd Saturday event in the Christmas in Olde Jonesborough (CIOJ) on December 7. The dog-related event included partnership with the Appalachian Highlands Humane Society who provided our dog-friendly Santa and helped judge the Pet Costume Contests where there were three categories of winners in both large and small breeds. The contest was emceed by Washington County Mayor Joe Grandy. Several merchants around the downtown provided pet-friendly treats for attendees and the town provided treat bags with a gourmet doggie snack and a JBO doggie bandana. We also had a winter market and food trucks. Several volunteers helped make this day a success.
- Planned, implemented, directed, and attended Santa's Christmas Village, the 3rd Saturday CIOJ event on December 14. Shopped and purchased One of the largest holiday events, this day included the Santa Mart for kids to purchase low-cost gifts for family, friends, and pets, and have them wrapped for Christmas by our volunteers. Other activities included various crafts and popcorn at the Visitors Center and ISC, as well as face painting, Santa in his Sleigh at the Courthouse, a photo booth, carriage rides, food trucks, s'mores and self-guided tours at the Chrstopher Taylor House, a winter craft market, and free gift-wrapping for purchases made downtown. Dozens of volunteers and several partnerships helped make this day a success. Parks & Recreation coordinated and dropped off lunch for volunteers.
- Coordinated with and assisted with Parks & Recreation for Christmas Parade held on December 14.
- Planned, implemented, directed, and attended the Christmas Church Stroll, the final Saturday CIOJ event on December 21. The snow early in the day turned to sunshine in the afternoon and we had a good turnout. Four churches downtown participated, and I dropped into each church

to see how things were going. Each one had a steady stream of visitors and the two with live music performances had several people seated in the pews to enjoy the music. Other activities included s'mores and self-guided tours at the Christopher Taylor House, Santa, a small winter market at ISC, and free gift-wrapping for purchases made downtown that day.

- Sent thank you cards to CIOJ sponsors and others who helped make the events successful.
- Did several live WJHL news promos for CIOJ as well as interviews with Johnson City Press and Herald & Tribune.
- Attended December Supervisor's meeting.
- Attended Main Street Board meeting.
- Attended December JAMSA meeting.
- Attended December JAMSA breakfast.
- Attended four of the five TN Main Street workshop meetings on December 10.
- Attended the Northeast Tennessee Tourism Association Winter Social event.
- Completed Event Reviews for all of the CIOJ events that I directed.
- Completed payables paperwork and purchase order requisitions for Department of Tourism and Visitors Center.
- Participated in several interviews with candidates for Host I position for the Visitors Center. Participated in selecting the top candidate for this position.
- Reviewed applications for Event Coordinator position.
- Met with Parks & Recreation regarding Easter Eggstravaganza event.

November 2024 Monthly Report

Tasks Completed & Updates

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

Main Street & Downtown

- Attended JAMSA Breakfast to talk about general JAMSA business and upcoming JAMSA events (12/19)
- Worked Doggone Christmas and Santa's Christmas Village
- Had marketing meetings with Amber to discuss social media needs now that Jessica is in place for marketing the Jackson Theatre
- Attended the Employee Christmas Party
- Had multiple zoom meetings with AdvanceTravel to assess collateral needed for campaigns
- Attended 5 Main Street Board meetings, all on 12/18 from 8 AM to 3 PM, to discuss transformational strategy for Main Street in the new year
- Took meeting minutes in 4 of those 5 meetings

Marketing

- Redesigned Santa Letters for letters dropped in Santa's Mailbox
- Read, Responded, and mailed ~200 letters from Santa back to children
- Met with Bob Browning to discuss Social Media needs for a TN Arts Grant Application
- Booked ~10 TV Spots with WJHL for events happening in Jonesborough (Music performance at the Jackson Theatre, StoryTown Radio Show Gala, Christmas in Olde Jonesborough, etc.)
- Created new Santa Mart posters for shopping center (Santa Mart) during Santa's Christmas Village
- Booked 30 TV Spots for the noon show at WJHL for all events happening in 2025
- Sent Press Releases for events in Jonesborough (McKinney Center, Chuckey Depot Museum, Christmas Events, Heritage Alliance, etc.)
- Attended and took pictures of the Tree Lighting of Christmas at Lincoln Park
- Designed and distributed Amythyst Kiah Poster
- Ran Ad for Amythyst Kiah's performance at the Jackson Theatre

- Updated stories on Jonesborough and Main Street Jonesborough FB & Instagram stories of activities happening during Christmas in Olde Jonesborough
- Heavily Promoted Christmas in Olde Jonesborough events
- Designed a new treat stop poster for the Doggone Christmas Event
- Ordered and made 200 Christmas Jonesborough Dog bandanas to give out during Doggone Christmas
- Worked with Advance Travel on collateral needed for our big marketing campaign
- Attended and took photos of the Town-wide Christmas Party at the Senior Center

Social Media

- Created many general Jonesborough social media posts and reels. Made 4 reels and MANY social posts
- Created many posts for all the concurrent Christmas in Olde Jonesborough events
- Updating the Jonesborough Civic Page with water utility updates, Tennessee Arts Commission Specialty License Plate,
- Jackson Theatre Social Posts for Amythyst Kiah
- Created Event Cover pages for movies showing at the Jackson through Jan 5th.
- Updated and posted general info about Christmas in Lincoln Park on the Jonesborough Senior Center Page
- Posted for jobs hiring in Jonesborough on Civic FB page
- Posted about Tennessee Arts Commission Specialty License Plate on Jonesborough Civic FB Page
- Updated Civic FB page with Photos of town Employee Christmas Party and Employee of the Year
- Updated Civic FB page with December Employee of the Month
- Updated ALL town social media with Christmas Parade Route road blockages and exit route map
- Live streamed the Christmas Parade on Main Street Jonesborough's Facebook Page for people who couldn't make it in person (we had people watching from Oregon!)

Social Media Stats (from Dec. 1 to Dec. 31)

Jonesborough IG:

- Gained 194 Followers
- 3,917 content interactions
- Reached 17,649 accounts - 73.4% of those were people who didn't follow us

Main Street Jonesborough IG:

- Gained 105 Followers
- 1,343 content interactions

- Had 29,312 views on content - only 13% of those were people didn't follow us

Historic Jonesborough FB (Dec 12 - Jan 8):



Main Street Jonesborough FB (Dec 12 - Jan 8):



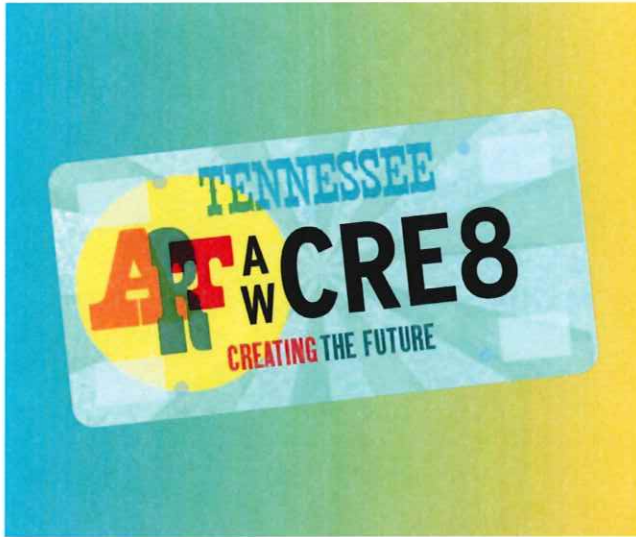
Reels:



Historic Jonesborough Instagram:

- Snowy Morning in Downtown JBO (1,226 Likes & 22,000 Views):
https://www.instagram.com/reel/DDHmi48xONK/?utm_source=ig_web_copy_link&igsh=MzRIODBiNWFIZA==

Main Street Jonesborough Instagram:

- Christmas in Olde Jonesborough Reel:
https://www.instagram.com/reel/DDFBXEoRHqe/?utm_source=ig_web_copy_link&igsh=MzRIODBiNWFIZA==
- Christmas Lights Downtown
 Reel:https://www.instagram.com/reel/DC94SBZR_bL/?utm_source=ig_web_copy_link&igsh=MzRIODBiNWFIZA==



AMYTHYST KIAH

STILL + BRIGHT TOUR

AT
THE JACKSON THEATRE

DECEMBER 28TH

8:00 PM

AMYTHYST KIAH

STILL + BRIGHT TOUR



DECEMBER 28TH
8:00 PM

IN DOWNTOWN JONESBOROUGH AT
THE JACKSON THEATRE



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JONESBOROUGH, TN 37659

GET YOUR TICKETS AT THEJACKSONTHEATRE.COM



JONESBOROUGH.COM

ENJOY THE HOLIDAY SEASON IN *Tennessee's Oldest Town*

ENJOY THE HOLIDAY SEASON IN
Tennessee's Oldest Town

JONESBOROUGH.COM



DOGGONE CHRISTMAS

Treat Stop



COME INSIDE AND GRAB A TREAT FOR
YOUR FURRY FRIEND FROM 11 AM - 3 PM



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TOWN OF JONESBOROUGH

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

Street Department

Monthly Report

December 2024

The month of December was a busy month for the Street Department. Street Forces continued to work in earnest on the new Street/Solid Waste facility project, worked in a support and advisory role on the E. Main Street sidewalk project, cut trees and bush-hogged the former Broyles Florist property so access could be made to remove (2) offending trees near a neighboring property, supported other departments in various capacities, provided traffic control for several Christmas season events, continued leaf collection services and assisted with the daily operations of the Solid Waste Department on an interim basis. Forces utilized snow removal equipment for the initial snow event of the season.

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. As grade work was completed so the contractor could begin his construction efforts, Street Forces again switched to loading out and hauling away the debris generated from the razing of the former facility.

Forces continued to work in a support role on the First Frontier sidewalk project on Forest Drive, E. Main Street, and Headtown Road. Forces ordered, received and offloaded the reinforcing steel for the sidewalk project. Forces loaned a small amount of traffic control devices to the contracted construction crew while working onsite. Forces provided daily guidance and layout assistance, technical advice for field adjustments, and community relations during the project. Forces assisted with initial location of spoil pile, laydown yard, staging areas and some logistics. In another assisting role, Forces provided traffic control for a tree trimming crew contracted by Bright Ridge, working just off Shell Road. Forces set up and provided traffic control for a partial road closure, and provided the social/PSA messaging to alert motorists.

Forces worked alongside Waste Water Forces to remove material and patch a utility cut on Allison Drive generated by Waste Water Forces. Street Forces hauled and placed the hot mix asphalt after Waste Water Forces had removed

existing stone material. The area was properly compacted, then (2) separate lifts of hot asphalt were applied and compacted. Street Forces provided all asphalt placement logistics and traffic control. Once operations were complete, Forces removed traffic control and continued to patch potholes in several locations in town. Forces also supported the Parks and Recreation department in loading, hauling and unloading mulch in several parks throughout town for use in revitalizing mulched play areas. Forces mowed tall grass and removed overgrown trees on the now Town owned Broyles Florist property. Forces removed the vegetation to gain access to (2) large trees on the property, which were overhanging an adjacent neighboring property. Forces then used equipment to cut and remove the offending trees. Once safely down, the trees and large amount of brush, was cut into smaller pieces so removal and haul off would be possible. Forces loaded out all brush and transported to brush recycle yard. In another small support project, Forces laid out and repainted striping at the JPD firing range, so Police Forces would have proper spacing for training exercises.

Forces deployed snow removal equipment to combat the first 'real' snow event of the early winter season. Forces battled a short lived but difficult snow event. Forces worked w/JPD in trying to keep traffic on Jackson Boulevard moving. Ice covered snow created havoc for a period of time for motorists, PD and for Street and Solid Waste Forces (trying to empty trash). Forces worked diligently to remove snow and ice in a safe efficient manner. During the month, Forces provided traffic control and manpower in support of several special events. With the calendar full of special Christmas season events being offered, Street Forces were busy with traffic control duties, culminating in the annual Christmas parade. Forces provided all traffic control placement and removal, as well as street cleaning after the parade. Forces were happy to see a safe event enjoyed by all attendees.

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 – December 2024 Daily Work Record (DWR)

12/2/24

1. The crew took inmates out and picked up leaves throughout the town limits.
2. Took the balloon light to McKinney Center for evening event.
3. Replaced the broken mailbox at 150 Holmes Drive due to leaf truck backing into it.
4. The crew moved plow trucks from the garage to the old Street Dept Shop.
5. Brought backhoe back to the old shop.
6. Meeting at Thompson Meadows at the pond/drainage basin project

12/3/24

1. Snow event - Plowed and salted roads.
2. Closed Shell Road.
3. Checked low hanging wires at 4th Avenue.
4. Picked up balloon light from McKinney Center.
5. Emptied boxes on the plow truck.

12/4/24

1. Took inmates out to pick up leaves throughout the town limits.
2. Picked up baby seat on 2nd Avenue.
3. Dug out and transplanted tree for the Parks and Recreation.
4. Moved the shed at old Street Dept. Shop to parking lot.
5. Took roll up Men Working Signs to the sidewalk crew.
6. Freshened up paint lines for the sidewalk crew on Main Street.

12/5/24

1. Took inmates out and picked up leaves throughout the town limits.
2. Closed Shell Road.

3. *Used leaf vav to clean curb lines through downtown.*
4. *Got grease gun for the sidewalk crew.*
5. *Moved 2 mailboxes for the sidewalk crew.*
6. *Extracted furniture out of dumpster at Colonel Brook.*
7. *Picked up crane truck from garage and took it to old Street Shop.*

12/6/24

1. *Took inmates out and picked up leaves throughout the town.*
2. *Trimmed tree at dump for the dump trucks.*
3. *Picked up trash at 105 Meadowview.*
4. *Unloaded wire at lay down yard.*
5. *Emptied trash can on Sevier St.*
6. *Pushed dirt for the sidewalk guys at school.*
7. *Took 25 cones to sidewalk guys.*
8. *Picked up water barricades on Shell Rd.*
9. *Placed water barricades on Spring St.*
10. *Picked up sawhorse barricades from Shell Rd.*
11. *Put up 30 mph sign up at sidewalk.*

12/9/24

1. *Picked up Cat Skid steer from Cherokee Road and brought it to Old Street Shop.*
2. *Smoothed out rock and compacted the rock on new pad at the old building.*
3. *Picked up traffic control signs on Spring Street.*
4. *Picked up expired deer on Boones Creek Road next to Farm Bureau.*
5. *Checked and cleaned drains throughout the town.*
6. *Picked up leaves.*

12/10/24

1. *Swept Downtown with Vacuum Truck for parade route.*
2. *Worked on lights for the tractor used for Toys for Tots.*
3. *Cleaned drains after rain event downtown.*
4. *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.*
5. *Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.*
6. *Picked up the little bobcat at the Parks and Rec and took it to Depot St.*

7. *The crew took 2 loads of mulch to Depot Street for Parks and Rec.*
8. *Cleaned out both Ford trucks for parade event.*
9. *Picked up fallen tree at Meadowcreek Lane.*
10. *Took tree to Brush Yard with knuckle boom.*

12/11/24

1. *Loaded and took 4 loads of trash to the landfill in Johnson City.*
2. *Unhooked Road tractor for Matt Rice to pull trailer to Bristol.*
3. *Cut the tree on Broyles property and hauled off debris to brush yard.*
4. *Picked up leaves throughout the town.*
5. *Went to Lowes to get rope to pull tree down on Broyles property.*

12/12/24

1. *The crew took the day cab truck to Fleet Maintenance and hooked up the trailer, making sure everything was working properly.*
2. *The crew cleaned the trailer of debris for Shop with a Cop.*
3. *The crew took a load of mulch to Depot Street for Parks and Rec.*
4. *The crew cut up a tree at Danny Keys property.*
5. *The crew picked up leaves throughout the town.*
6. *The crew took the road tractor to Broyles property and pulled down tree.*
7. *The crew cut up the tree at Broyles property and hauled off the debris to brush yard.*
8. *The crew loaded the truck with cones for the Saturday evening Christmas parade.*

12/13/24

1. *The crew picked up a deceased deer on the Broyles property.*
2. *Picked up brush pile at Stage Road Park.*
3. *The crew put out traffic control for Santas Workshop and for the Parade Saturday,*
4. *The crew took cones to the old school for the Christmas Parade.*
5. *Christmas Party.*

12/16/24

1. *Picked up deceased deer on E main street.*
2. *The crew cleaned drains downtown after rain event.*
3. *The crew took out a broken section of sidewalk on N Cherokee Street and formed up to pour concrete.*

4. Took water valve box risers to E Main sidewalk crew to bring boxes flush with concrete.

12/17/24

1. The crew worked on debris removal from the old shop all day. The crew hauled 12 loads of debris to Iris Glen in Johnson City.

12/18/24

1. The crew paved and patched holes in asphalt. The crew paved Allison Drive (15'x20') Bowman Avenue, 2nd Avenue, Payne Road.
2. Took inmates out to pick up leaves throughout the town.

12/19/24

1. The crew took inmates out to pick up leaves throughout the town.
2. The crew poured concrete on N Cherokee (4x5) sidewalk.
3. The crew cut trees and hauled off debris at the McKinney Center.
4. The crew put up a mailbox for 103 Forest Drive.
5. The crew repaired a mailbox for 110 Carriage Lane.

12/20/24

1. The crew picked up and expired deer at Eastman Bank.
2. The crew took out the inmates and picked up leaves throughout the town.
3. The crew cut trees and removed debris from McKinney Center.
4. The crew checked equipment and made sure everything had fuel in case of snow event.
5. Picked up broken curb at Tiger Way and 11E.
6. Cleaned out storm drain on 122 Spring St. for customer.
7. Moved stop sign at Forest Drive and Main St.

12/23/24

1. Took inmates out to pick up leaves throughout the town.
2. The Crew cut trees at the McKinney Center.
3. The crew hauled off brush from the McKinney Center to debris center.
4. Picked up expired deer on 11E.
- 5.

12/24/25

Holiday. Off

12/25/24

Holiday. Off

12/26/24

1. Took inmates out to gather leaves throughout the town.
2. Cut trees at McKinney Center
3. Hauled off brush from McKinney Center to debris site.
4. Patched pothole at Presidential Drive and Headtown Road.
5. The crew went to firing range to measure out the lines to be painted for police.
6. The crew went to Lowes to get paint for the firing range.

12/27/24

1. The crew took inmates out to gather leaves throughout the town.
2. Went to Lowes to get paint for the police firing range.
3. The crew went to firing range to paint the lines for the police.
4. Picked up expired deer on Old State Route 34.

Jackson Theatre- Operations Manager

Monthly Report for December 2024

Staffing:

- We are now staffed with 4 part-time hosts that handle concessions, box office and some light cleaning after performances. We are going to need to hire 2 more hosts, we did find that with the holidays and some illnesses that we need to have a couple more to be on standby.
- Continue working with Mike D'Avella, our Technical Director, on contract technical assistance.

Programming:

- Holiday movies and concerts went very well! We had great attendance for the movies, especially the ones that fell at the 3pm time slot, which was immediately after the Christmas in Olde Jonesborough events ended. Huge thanks to our sponsors: Historic Jonesborough Arts Foundation, Chick-Fil-A West Market, Orth Homes and Jonesborough Wine and Spirits for being our holiday movies sponsors.
- Hosted local, Grammy nominated artist, Amythyst Kiah, at the Jackson Theatre on December 28th to a sell out crowd.
- Set up a gift certificate through ThunderTix for all programming available at the Jackson Theatre. To date, we have sold over \$800 in certificates, and that has been active for less than one month.
- Entered all movies and live performances onto the Google calendar, so this will sync up for the town web calendars as well as contain a presence on the weekly Main Street Newsletters.
- Lori Powell and I have movies booked for January and February. Here's a list of the movies:
 - CELEBRATING ELVIS' S BIRTHDAY:
 - January 8 at 8PM- VIVA LA VEGAS (1964)
 - January 10 at 3 & 8 PM – JAILHOUSE ROCK (1957)
 - FAN FEST EVENT:
 - January 17 at 8PM – THE AVENGERS (2002)
 - January 18 at 3PM- THE LEGO BATMAN MOVIE (2017)
 - January 18 at 8PM – BATMAN (1989)
 - January 19 at 3PM – IRONMAN (2008)
 - WINTER HORROR:
 - January 24 at 8PM – THE SHINING (1980)
 - February 27 at 8PM – THE THING (1982)

- WESTERN SERIES:
 - January 25 at 3 PM - SHE WORN A YELLOW RIBBON (1949)
 - January 25 at 8 PM – TOMESTONE (1993)
 - February 22 at 3PM – BUCK AND THE PREACHER (1972)

- CELEBRATING BLACK HISTORY MONTH
 - February 9 at 3PM – HIDDEN FIGURES (2016)
 - February 21 8PM – FENCES (2016)
- CELEBRATING VALENTINE’S DAY and CHOCOLATE FEST IN JONESBOROUGH
 - February 14 at 8PM – WILLY WONKA AND THE CHOCOLATE FACTORY (1971)
 - February 15 at 3PM – CHARLIE AND THE CHOCOLATE FACTORY (2005)
 - February 15 at 8PM – WHEN HARRY MET SALLY (1989)
 - February 16 at 3PM – DIRTY DANCING (1987)
 - February 16 at 8PM – SLEEPLESS IN SETTLE (1993)

- CELEBRATION HOLIDAYS:
 - February 17 at 7PM – LINCOLN (2012)
 - February 1 at 3 & 8PM – GROUND HOG DAY (1993)

- CELEBRATING WOMEN:
 - January 31 at 8PM – LITTLE WOMEN (2019)
 - February 28 – 8PM- A LEAGUE OF THEIR OWN (1992)

- WINTER FAMILY SERIES:
 - February 2 at 3PM – THE CHRONICLES OF NARINA (2005)
 - February 23 at 3PM - ICE AGE (2002)

- Continue to work on music programming, which we now completed through June 2025.
 - February 8th- Riders in the Sky
 - March 22nd- Rob Ickes & Trey Hensley
 - April 26th- Steep Canyon Rangers
 - May 3rd- ON HOLD- Vincent Neil Emerson
 - May 10th- Jessica Styles Bluegrass Band
 - May 25th- The Bellamy Brothers
 - June 14th- Dom Flemons

Rentals/User Group Agreements:

- Worked with the Chuckey Depot on a sellout 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.
- Rented Stage Door for the annual Building Inspectors luncheon in December.
- Working with Washington County School Systems on a MLK Storytelling Event in January.
- A private rental for a birthday party in January.
- We hosted Gray Elementary for a showing of Home Alone for their 3rd and 4th grade classes.

Marketing:

- Continue to work with Jessica Sanders, contract employee, on all social media posts, posters, table tent graphics, press releases and graphics.
- Established ownership of our website through Google. Continuing to work on and receiving reviews to help boost our page and exposure.
- Completed two tv interviews on WJHL to promote Amythyst Kiah at the Jackson.
- Continue to work with Creative Cat on our website.

Building Info:

- Continue to work on interior signage and concessions menu with Foster's Signs.
- Added our Jackson Theatre venue information to Pollstar, which is used by musicians around the world to help book acts through routing.

Additional Info:

- Worked with the McKinney Center and the Department of Tourism on decorating a tree at Lincoln Park.
- Coordinated holiday decoration of the Jackson Theatre with Gabriel's Christmas. They did a wonderful job with all decor!
- Attended the December supervisor's meeting held at the McKinney Center.
- Attended the TOJ Employee Christmas Party at the Senior Center. Thank you to our BMA and administration for such a lovely event!

Date: 1/8/2025
 To: Amber Crumley
 From: Lori Powell
 Re: Assistant Operation Manager Report – period 12/4- 1/7/2025

- Box Office hours increased to Tuesday – Saturday 11 am to 2 pm and one hour prior to any show. During this time the Jackson Theatre is open to the public to come in to pick up a schedule of upcoming events, purchase merch or concession items and see the theatre.
- Created our Jan - Feb handout flyer for movies and live music shows for all guests coming in. Continue to make copies and have host distribute to guest.



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

**JACKSON THEATRE BOX OFFICE HOURS TUESDAY - SATURDAY 11 AM - 2 PM AND
 1 HOUR PRIOR TO SHOW.**
 To purchase tickets visit: JONESBOROUGH.COM/TICKETS

FEATURED MOVIES

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 Jan. 8 at 8 pm - VIVA LAS VEGAS (1964)
 Jan. 10 at 3 & 8 pm - JAILHOUSE ROCK (1957)

FAN FEST EVENT
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WINTER HORROR
 Jan. 24 at 8 pm - THE SHINING (1980)
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WESTERN SERIES
 Jan. 25 at 3 pm - SHE WORE A YELLOW RIBBON (1949)
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WINTER FAMILY SERIES
 Feb. 2 at 3 pm - THE CHRONICLES OF NARINA (2005)
 Feb. 23 at 3 pm - ICE AGE (2002)

LIVE MUSIC

On the Ballad
Health Stage

Jan. 9 at 8 pm Kevin Spears " KalimbaMan"
 Jan. 11 at 8 pm Colby T. Helms & The Virginia Creepers
 Jan. 27 at 7 pm StoryTown Radio Show Season Opener
 Feb. 7 at 7 pm Tennessee Songwriter's Week Qualifying Round
 with the Town of Jonesborough Department of Tourism
 Feb. 8 at 8 pm Riders in the Sky



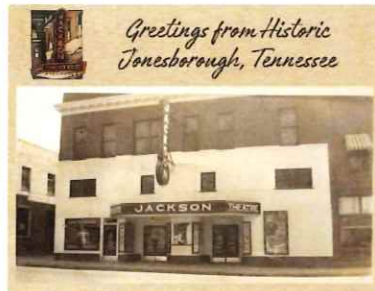
- Continued to contact people to volunteer and email them the schedule to sign up for events here: [VOLUNTEER SIGN UP FOR JACKSON THEATRE SHOWS.xlsx](#)
- Attended several staff planning meetings to discuss programing and facility. Attending JAMSA and Main Street Board Meeting.
- We hosted our first schools Group on Dec 17 – 3rd & 4th grade of Gray Elementary. We made up 120 snacks bags for all students w/small popcorn, fun size candy, cookie and water. We are hoping for

more field trips once the weather warms up some. I'm planning on creating a flyer to get out to all the schools.

- Tickets sales for December events

EVENT	SOLD
It's a Wonderful Life	98
The Polar Express	272
Miracle on 34th St (2 showings)	65
Gremlins	21
Die Hard (2 showings)	125
Elf (2 showings)	183
Mikey's Christmas Carol	243
Home Alone (2 showings)	211
NL Christmas Vacation	168
White Christmas	225
Frozen	78
Shane	26
Amythyst Kiah	270

- Research on custom Chocolate bars with our name/logo. We want locally made, found a company in North Carolina that <https://marbleandsteelcraftchocolates.com/> that handcrafts chocolate. Currently getting samples and costs.
- Ordered and completed our 2025 popcorn tins. They are red with our logo and 2025. We have 8 left of the 2024 gold ones (we sold 40 of them). Once sold out, we will release 2025. Customers that bought the 2024 tin can use the \$3 refill offer for through 12/31/25.
- We now have 240 people signed up to our constant contact email list. I sent out an email on December 30th with the schedule of our live music events and featured movies for January and February.
- Created, printed Jackson stickers and postcards. They will be sold at the merch counter for \$1 for sticker and \$2 for postcard.



- Created January's Host work schedule
- Concession/Merch deposit reporting – Concession sales are going well, December's concession and merchandise gross sales are \$7,118.60
- Continue to order supplies and concessions items and pick them up from Town Hall.
- Continued research for merch items, looking to get tote bags and umbrellas with Jackson logo.
- Participated in with staff and board our strategic planning 1/7/25. Wonderful session. I'm very pleased to be working with such a dedicated and passionate group of individuals.

Jackson Theater - Technical Director

Progress Report for December 4 - January 8

Staffing:

- We have the following Technical Staff confirmed and scheduled:
2 Audio Engineers
2 Lighting Designers
1 Stagehand
3 Stagehand Volunteers
- Technician invoices for Amythyst Kiah Concert have been submitted to the town.
- Expanded, updated and tested Movie Procedure Checklist.
- Scheduled a host, Nathan Deuster, to begin training as Movie Technician. Training scheduled to begin 1/15/25.

Performances:

- Amythyst Kiah 12/28/2025
- Contacted Kevin Spears
- Contacted Colby T Helms

Movies:

- It's a Wonderful Life
- The Polar Express
- Miracle on 34th Street
- Gremlins
- National Lampoon's Christmas Vacation
- Die Hard
- Elf
- Micky's Christmas Carol
- White Christmas
- Shane
- Frozen
- Viva Los Vegas

Prescreened (checking for damage) all above movies plus:

- Viva Los Vegas (Found Faulty) - Replacement procured through volunteer
- Jailhouse Rock

Rentals:

- Building Inspector's Christmas Lunch - Played Home Alone
- Grey Elementary School Field Trip - Played Home Alone

Theatrical Hardware:

- Systems with known issues:
- Hardware has been implemented to remove the HDCP encoding from the video signal. This allows the video signal to be sent through the video switcher which gives us the ability to play advertisements and display logos prior to playing a movie.
- An iPad has been received and implemented for use as a dedicated wireless soundboard controller.
- All Amplifiers across the sound system have been attenuated for safety and the soundboard is now set to run at unity.
- Coax cables have been created to patch the DVD player into the video system.

Programming:

Reviewed riders for:

- Steep Canyon Rangers 4/26/25 Some lighting may need to be added. Supplied by band
- Program Calendar for staff has been updated.

Rentals/User Group Agreements:

- Reached out to Anne Mason and John Saylor about the Storytown Radio Show.

Marketing:

- Began creating a list of change suggestions for the Website.

Building Info:

- Greenroom Video Monitor installation has been completed.
- An exterior 50 amp RV hookup for Tour Bus power has been requested. The logistics of installation are being discussed.
- Installed file baskets, and white board for Amber's office

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

Consent Agenda

DATE: January 13, 2024

AGENDA ITEM #: 7

SUBJECT: Appointment of a Solid Waste Director

BACKGROUND:

As you are the Solid Waste Director position has been vacant. Current Parks and Recreation employee Vincent Sicca expressed interest in the vacant position. Craig Ford, Michelle Stewart, and I spent time meeting with Mr. Sicca regarding the position. Previously to meeting with Mr. Sicca expressing interest in the position, I was reviewing his credentials as I have been very impressed with his skills and abilities, and overall working attitude. Both Mr. Ford and I have continually expressed a major need for solid waste to utilize more technology to help with routing systems which will help study routing efficiencies, and in the event, we are placed in a position for a newer or temporary employee familiar with the truck operations to be able to be guided through a digitized routing system "to learn" the route(s) much faster. If you recall during the times of COVID-19 and the need to maintain solid waste services as an essential service to the community, we struggled at times with newer employees unfamiliar with the routing system to hit the ground running. Mr. Sicca is highly tech savvy and will execute this rather quickly and effectively. He has supervisory experience as you will see in Mr. Ford's attached memorandum. His additional experience is a high knowledge of recycling and composting on the private side, and we foresee much attention to both of these operations on the financial end, operations, and efficiency.

As we continue to grow our population, number of housing units, businesses, etc., we need to be looking at the future as part of growth management practices, and Mr. Sicca's duties and responsibilities will be to help plan our path forward. Moving away from written work orders to a digitized format is of high importance as communications are based on technology and "instant messaging" and therefore we need the right person in the right seat to address this and we are confident Mr. Sicca can provide innovative perspective in this area.

Finally, his knowledge of Parks and Recreation, combined with his other experiences mentioned above, I believe, will help unite P&R and Solid Waste, and advance our Keep Jonesborough Beautiful initiatives already under way with P&R Lauren Little.

RECOMMENDATION:

1. Approve the appointment of Mr. Vincent Sicca to the position of Solid Waste Director at Grade 19, Step 1, at an annual salary of \$70,919.00.
2. Approve to continue paying the BMA approved stipend to Mr. Malcolm Highsmith for the first two weeks of the new appointment in order that Mr. Highsmith may assist in the transition/training period.

MEMORANDUM

To: Glenn Rosenoff, Town Administrator

From: Craig Ford, Operations Manager

Ref: Solid Waste Director Vacancy

Date: January 02, 2025

Vincent Sicca Expressed interest in the vacant position of Solid Waste Director. Vince is currently employed with the Town in the Parks and Recreation Department as a Park Maintenance Specialist. I spent an hour meeting with him today regarding the position and his qualifications for this position.

Vincent has a well-rounded background. He has an Associates Degree in CADD drafting and design. He was employed as an analyst and an auditor and has supervised as many as 70 people at one time. He was a grounds maintenance employee at Biltmore Estates and he also ran a private recycling/composting business.

You and I have been interested in digitizing the Solid Waste Operation for some time. This would include mapping routes for residential and commercial garbage routes, brush/junk pick up, and leaf pick up. Vince has the computer skills to meet these challenges.

He has excellent customer service skills and I am confident that he is the most skilled computer software employee the Town has. In short, he has all the skills needed and more, to get the Solid Waste Department into the twenty-first century. Again, something you and I have both have tried to do the last year.

According to the Town's personnel policy under section II Recruitment/Selection/Employment, subsection F Internal Recruitment: "In cases where an internal promotion or change in position is deemed to be in the best interest of the Town's operation, the Town Administrator may fill the vacancy with an existing Town employee without posting or advertising the vacancy. Such appointment should only be made when the Town Administrator believes there is only one employee that has the experience, knowledge, and capability to fill the vacant or new position.

The position was advertised and we interviewed the applicants we received. There is no question Vincent Sicca is very qualified for this position and would bring to this department what we have been striving for with respect to modernizing the operation. I spoke with Chris Kudera, Recreation Director, and he expressed that he hated to lose Vince, but also felt he would be an excellent fir for this position.

I am recommending the promotion of Vincent Sicca to the position of Solid Waste Director at grade 19, step 01, which is an annual salary of \$70,919.00. I would also recommend we continue to pay the stipend to Malcolm Highsmith for the first two weeks of the new appointment in order that Malcolm can assist me with Vince's training.

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

Consent Agenda

DATE: January 13, 2024

AGENDA ITEM #: 8

SUBJECT: Supplemental Stipend for Facility Maintenance Supervisor

BACKGROUND:

With the departure of the previous Building Inspector, Rick Duvall was asked to fill in and help JW Greene with inspections until a replacement could be hired. Mr. Duvall was eager to help out and did a great job "filling in" while he continued to maintain the facilities and help with rental set-ups.

Rick served this dual role from November 17, 2024 through December 23, 2024.

RECOMMENDATION:

I am recommending a supplemental stipend of \$1,000.00 be paid to Rick Duvall for the five weeks he filled the extra role of Building Inspector.

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

DATE: January 13, 2024 AGENDA ITEM #: 1

SUBJECT: Financial Report

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

	Full Year Budget	Current Year		Prior Year	
		December	YTD	December	YTD
GENERAL FUND					
Revenues (1)(2)	15,416,852	1,613,855	18,351,781	2,979,593	10,965,779
Expenditures (2)	15,906,662	764,078	14,733,816	1,825,713	9,117,169
Rev. Over/(Under) Exp.	(489,810)	849,777	3,617,965	1,153,880	1,848,610
SOLID WASTE FUND					
Revenues	1,385,059	85,194	441,206	65,397	426,580
Expenditures	1,385,059	65,896	369,967	75,188	355,705
Rev. Over/(Under) Exp.	-	19,298	71,239	(9,791)	70,875
JACKSON THEATRE FUND					
Revenues	681,182	5,295	32,520	-	-
Expenditures (4)	679,109	151,620	441,473	-	-
Rev. Over/(Under) Exp.	2,073	(146,325)	(408,953)	-	-
K-8 CAPITAL PROJECT FUND					
Revenues	-	-	111,531	126,631	40,068,770
Expenditures	-	24,800	156,131	1,195,842	41,311,828
Rev. Over/(Under) Exp.	-	(24,800)	(44,600)	(1,069,211)	(1,243,058)
HRA INTERNAL SERV. FUND					
Revenues	-	5,790	34,740	5,790	34,490
Expenditures	-	5,802	40,560	2,069	53,231
Rev. Over/(Under) Exp.	-	(12)	(5,820)	3,721	(18,741)
WATER/SEWER FUND*					
Revenues	10,682,513	920,746	6,129,185	972,330	5,677,158
Expenditures (3)	10,347,393	636,503	6,029,383	1,522,768	6,435,642
Rev. Over/(Under) Exp.	335,120	284,243	99,802	(550,438)	(758,484)
DRUG FUND					
Revenues	9,500	760	34,111	75	6,633
Expenditures	9,500	-	2,000	-	17,385
Rev. Over/(Under) Exp.	-	760	32,111	75	(10,752)

(1) Includes \$2.4 million State Grant revenue

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

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

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

Fund : 110	General Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
						Unrealized	% UnRealized	
31100		Property Taxes (Current)	2,699,055.00	(1,646,674.00)	(1,699,171.00)	999,884.00		37.05%
31120		Public Utilities Property Tax (Current)	33,867.00	(2,414.00)	(2,414.00)	31,453.00		92.87%
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	(1,575.91)	(7,055.61)	9,944.39		58.50%
31500		Payments In Lieu Of Property Taxes	260,000.00	0.00	0.00	260,000.00		100.00%
31510		Payments In Lieu of Power Board Tax	60,000.00	0.00	0.00	60,000.00		100.00%
31511		Pay In Lieu of TVA Tax	71,463.00	0.00	(17,797.96)	53,665.04		75.09%
31520		TVA Impact Payment	14,364.00	0.00	(14,525.48)	(161.48)		-1.12%
31600		Local Option Sales Tax	3,094,600.00	(259,434.92)	(1,436,546.77)	1,658,053.23		53.58%
31710		Wholesale Beer Tax	230,000.00	(17,796.46)	(112,071.27)	117,928.73		51.27%
31720		Wholesale Liquor Tax	125,000.00	(11,535.96)	(64,791.64)	60,208.36		48.17%
31800		Business Taxes	206,000.00	(1,453.75)	(10,170.18)	195,829.82		95.06%
31870		Hotel/Motel Tax	58,000.00	(5,931.44)	(39,429.59)	18,570.41		32.02%
31912		Cable TV Franchise Tax	83,000.00	0.00	(15,222.85)	67,777.15		81.66%
32200		Alcoholic Beverage Fees/Applications	5,000.00	(3,060.16)	(3,616.34)	1,383.66		27.67%
32610		Building Permits	263,000.00	(28,272.00)	(208,744.28)	54,255.72		20.63%
32661		Rezoning/Plan Review/Variance Fee	6,500.00	(700.00)	(10,375.00)	(3,875.00)		-59.62%
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)	(5,532.50)	7,517.50		57.61%
33510		State Sales Tax	729,000.00	(63,347.82)	(362,768.88)	366,231.12		50.24%
33530		State Beer Tax	2,700.00	0.00	(1,345.39)	1,354.61		50.17%
33535		State Telecommunication Tax	5,900.00	(425.17)	(2,724.81)	3,175.19		53.82%
33536		State Local Occupancy Tax	12,500.00	(977.33)	(5,969.26)	6,530.74		52.25%
33540		State Alcoholic Beverage Tax	16,000.00	(1,428.03)	(8,339.09)	7,660.91		47.88%
33550		State Street Aid	205,000.00	(16,937.33)	(106,603.70)	98,396.30		48.00%
33552		State-City Streets And Transportation	12,500.00	(1,100.98)	(6,612.25)	5,887.75		47.10%
33570		State Maintenance Reimbursement	21,000.00	0.00	(8,103.20)	12,896.80		61.41%
33580		State Sports Betting	11,700.00	0.00	(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	% UnRealized	
33600		State Police Training Supplement	16,500.00	0.00	0.00	16,500.00	100.00%	100.00%
33601		State Fire Training Supplement	6,400.00	0.00	0.00	6,400.00	100.00%	100.00%
33602		State Police Supplement	0.00	0.00	0.00	0.00	No Budget	No Budget
33711	SCNTR	County Revenue	48,000.00	0.00	(23,750.00)	24,250.00	50.52%	50.52%
34901		Stormwater Fees	24,000.00	0.00	0.00	24,000.00	100.00%	100.00%
36351		Refunds and Reimbursements	0.00	0.00	(1,653.58)	(1,653.58)	No Budget	No Budget
36705	PARKS	Advertising/Sponsorship	0.00	(1,129.46)	(1,129.46)	(1,129.46)	No Budget	No Budget
36710		Contri And Donations-Businesses	0.00	0.00	(3,000.00)	(3,000.00)	No Budget	No Budget
36720		Contri And Donations-Organizations	12,170.00	0.00	0.00	12,170.00	100.00%	100.00%
36900		Other Financing Sources	1,200,000.00	0.00	0.00	1,200,000.00	100.00%	100.00%
36907		Loan Proceeds - Bk of TN - Engel	0.00	0.00	(350,000.00)	(350,000.00)	No Budget	No Budget
36921	KB	Bond Proceeds - USDA	0.00	0.00	(9,000,000.00)	(9,000,000.00)	No Budget	No Budget
38100		Other Programs	80,000.00	0.00	0.00	80,000.00	100.00%	100.00%
38101	SCNTR	Title IIIB Transportation	12,000.00	(1,000.00)	(5,000.00)	7,000.00	58.33%	58.33%
38102	SCNTR	Service Coordination Funds	53,392.00	(5,980.94)	(22,466.05)	30,925.95	57.92%	57.92%
38104	SCNTR	United Way Funding	6,000.00	0.00	(3,000.00)	3,000.00	50.00%	50.00%
38106	SCNTR	Health Promo & Class Revenue	47,500.00	(5,518.00)	(34,395.00)	13,105.00	27.59%	27.59%
38107	SCNTR	Rental Revenue	900.00	0.00	(700.00)	200.00	22.22%	22.22%
38108	SCNTR	Membership Dues	25,000.00	(843.15)	(10,330.04)	14,669.96	58.68%	58.68%
38109	SCNTR	My Ride Fees	5,900.00	0.00	(1,975.00)	3,925.00	66.53%	66.53%
38110		Veterans War Memorial Project	0.00	0.00	(50.00)	(50.00)	No Budget	No Budget
38111		Pep Safety Grant-Employee Wellness	2,000.00	0.00	0.00	2,000.00	100.00%	100.00%
38112		Pep Driver Safety Grant	5,000.00	0.00	0.00	5,000.00	100.00%	100.00%
38113		Tree & Townscape Spec.Proj.Revenu	0.00	0.00	(20.00)	(20.00)	No Budget	No Budget
38114		Washington County Fire Funds	135,000.00	0.00	(67,500.00)	67,500.00	50.00%	50.00%
38117		Visitor Center - Auditorium Rent	15,000.00	(805.00)	(7,320.71)	7,679.29	51.20%	51.20%
38118		Visitor Center Gift Shop	55,000.00	(134.58)	(19,636.47)	35,363.53	64.30%	64.30%
38119		Visitor Center Miscellaneous	8,000.00	6,102.64	(5,654.77)	2,345.23	29.32%	29.32%
38120		Visitor Center - Special Program	24,500.00	(66.52)	(7,663.89)	16,836.11	68.72%	68.72%
38121		Gazebo Rental	350.00	0.00	0.00	350.00	100.00%	100.00%
38122		Recreation Events/Special Program	7,500.00	550.00	(3,189.21)	4,310.79	57.48%	57.48%

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Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
38125	Music On The Square Revenues	48,000.00	0.00	(10,085.04)	37,914.96	50.00%
38127	Repertory Theatre/Jpac	52,000.00	(470.00)	(50,930.46)	1,069.54	2.06%
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	0.00	0.00	No Budget
38127	00018 Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	00019 Repertory Theatre/Jpac	0.00	470.00	0.00	0.00	No Budget
38127	00020 Repertory Theatre/Jpac	0.00	0.00	(5,440.00)	(5,440.00)	No Budget
38127	00021 Repertory Theatre/Jpac	0.00	2,129.78	(1,152.67)	(1,152.67)	No Budget
38127	00022 Repertory Theatre/Jpac	0.00	0.00	0.00	0.00	No Budget
38127	00023 Repertory Theatre/Jpac	0.00	52.78	4,461.64	4,461.64	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	0.00	1,225.83	1,225.83	No Budget
38127	00028 Repertory Theatre/Jpac	0.00	0.00	1,525.00	1,525.00	No Budget
38127	00029 Repertory Theatre/Jpac	0.00	0.00	1,125.00	1,125.00	No Budget
38127	00100 Repertory Theatre/Jpac	0.00	199.37	(696.60)	(696.60)	No Budget
38127	00200 Repertory Theatre/Jpac	0.00	(10,339.64)	0.00	0.00	No Budget
38128	Jrt Players Education Program	50,000.00	200.00	(23,520.78)	26,479.22	52.96%
38130	Story Town Radio Show Revenue	17,500.00	(1,055.00)	(8,981.79)	8,518.21	48.68%
38131	Jrt Don Squibb Scholarship Progra	3,000.00	0.00	1,450.00	4,450.00	148.33%
38132	Main Street Usa Revenues	2,500.00	0.00	(622.03)	1,877.97	75.12%
38133	Main St.Brews & Tunes Revenues	12,000.00	(278.00)	(3,290.00)	8,710.00	72.58%
38134	Main St.Jonesborough Days Revenue	35,000.00	(47.49)	(14,040.88)	20,959.12	59.88%
38135	Season Passes	33,100.00	0.00	(917.58)	32,182.42	97.23%
38136	Facility Rental	37,500.00	0.00	(20,080.05)	17,419.95	46.45%
38137	Daily Admissions	310,000.00	0.00	(152,004.92)	157,995.08	50.97%
38138	Concessions	95,000.00	(113.00)	(43,820.78)	51,179.22	53.87%

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Fund	110	General Fund		Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
							Unrealized	% UnRealized	
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%
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	(11,059.10)	(84,302.95)	75,697.05		47.31%
38144			Police Fines - Cameras	53,000.00	0.00	(28,608.09)	24,391.91		46.02%
38145			General Sessions Court Fines	6,800.00	(213.28)	(946.32)	5,853.68		86.08%
38146			Litigation Tax	18,500.00	(190.73)	(8,165.85)	10,334.15		55.86%
38147			Defensive Driving School Revenue	18,000.00	(1,668.00)	(9,252.00)	8,748.00		48.60%
38148			Shop With Cop Program	29,000.00	(36,159.63)	(58,879.63)	(29,879.63)		-103.03%
38149			Driving School Tech Fees	2,250.00	(132.00)	(1,068.00)	1,182.00		52.53%
38150			Ps Electronic Citation Fee Reserv	3,500.00	0.00	(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	0.00	(392.00)	608.00		60.80%
38155			Jonesborough Cops For Kids	0.00	0.00	(1,100.00)	(1,100.00)		No Budget
38156			Paws In Blue Canine Revenue Cont	8,000.00	0.00	0.00	0.00		0.00%
38157			Mckinney Center - Rental Fees	12,000.00	(495.00)	(6,172.55)	5,827.45		48.56%
38158			Mbrm Prog.-Donations	0.00	0.00	(100.79)	(100.79)		No Budget
38159			Mary Martin-Education Fees	75,000.00	(30.00)	(37,359.20)	37,640.80		50.19%
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	(675.00)	(1,000.00)	1,000.00		50.00%
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	0.00	16,805.10		67.22%
38168			Post Office Rent	78,489.00	(7,333.99)	(36,669.95)	41,819.05		53.28%
38169			Lease Revenue	61,436.00	(5,695.19)	(30,665.45)	30,770.55		50.09%
38169		WC	Lease Revenue	2,166,584.00	0.00	(711,555.00)	1,455,029.00		67.16%

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	Monthly Comparative	% UnRealized
38170	Miscellaneous Revenue	0.00	532,045.11	(35,948.56)	(35,948.56)		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	0.00	(37,953.00)	(37,953.00)		No Budget
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	0.00	(125.00)	(125.00)		No Budget
38176	Flag Replacement Revenue	200.00	0.00	(2,350.00)	(2,150.00)		-1075.00%
38177	Chuckey Depot Museum Revenue	3,000.00	0.00	(337.85)	2,662.15		88.74%
38184	Proceeds-Interim Loan-Jackson Tht	0.00	0.00	(557,991.23)	(557,991.23)		No Budget
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	0.00	(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	(208,500.00)	291,900.00		58.33%
Total For Fund: 110		15,416,852.00	(1,613,854.78)	(18,351,780.79)	(2,934,928.79)		-19.04%

Fund : 131	Solid Waste Management Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative Unrealized	% UnRealized
34312	Equipment Rental Charges	4,000.00	0.00	(150.00)	3,850.00	96.25%
34410	Solid Waste Collection Charges	873,490.00	(83,604.21)	(426,927.88)	446,562.12	51.12%
34426	Solid Waste Service Charges	16,000.00	(850.00)	(9,040.00)	6,960.00	43.50%
34427	Tote Cart/Dumpster Charges	500.00	(112.00)	(392.00)	108.00	21.60%
34428	Bagster Bag Charges	1,500.00	(54.75)	(402.00)	1,098.00	73.20%
34454	Sale Of Recyclable Materials	0.00	(393.60)	(1,465.10)	(1,465.10)	No Budget
34455	Sale of Compost/Mulch	10,500.00	(179.62)	(2,677.74)	7,822.26	74.50%
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	(85,194.18)	(441,205.73)	943,853.27	68.15%

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Fund : 171	Jackson Theatre Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative		% UnRealized
					Unrealized	% UnRealized	
34751	Auditorium Rental Revenue	0.00	(1,265.00)	(1,265.00)	(1,265.00)	No Budget	No Budget
34752	Ticket Sales	418,709.00	(426.30)	(17,247.58)	401,461.42	95.88%	95.88%
34753	Ticket Sales - Preservation Fee	0.00	0.00	(821.00)	(821.00)	No Budget	No Budget
34755	Concessions Revenue	17,446.00	(2,828.61)	(2,828.61)	14,617.39	83.79%	83.79%
34756	Merchandise Sales	0.00	(245.20)	(934.14)	(934.14)	No Budget	No Budget
36710	Contri And Donations-Businesses	0.00	0.00	(2,100.00)	(2,100.00)	No Budget	No Budget
36720	Contri And Donations-Organizations	0.00	0.00	(5,000.00)	(5,000.00)	No Budget	No Budget
36730	Contri And Donations-Individuals	0.00	(529.62)	(2,323.61)	(2,323.61)	No Budget	No Budget
36961	Operating Tran In From Gen Fund	175,027.00	0.00	0.00	175,027.00	100.00%	100.00%
Total For Fund: 171		611,182.00	(5,294.73)	(32,519.94)	578,662.06		94.68%

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Fund :	311	K-8 Capital Project Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	% UnRealized
36961		Operating Tran In From Gen Fund	0.00	0.00	(111,530.56)	(111,530.56)	No Budget
Total For Fund:	311		0.00	0.00	(111,530.56)	(111,530.56)	100.00%

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Fund : 334 Health Reimbursement Fund		Monthly Comparative				
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
36992	110 HRA Contributions	0.00	(2,730.00)	(16,380.00)	(16,380.00)	No Budget
36992	131 HRA Contributions	0.00	(750.00)	(4,500.00)	(4,500.00)	No Budget
36992	413 HRA Contributions	0.00	(2,310.00)	(13,860.00)	(13,860.00)	No Budget
Total For Fund: 334		0.00	(5,790.00)	(34,740.00)	(34,740.00)	100.00%

Fund :	413	Water & Sewer Fund	Monthly Comparative				50.00%
			Total Estimated	MTD Realized	YTD Realized	Unrealized	
33101		2021 EDA Indust Park Grant	260,000.00	0.00	0.00	260,000.00	100.00%
33401		TN Direct Local ARPA Funds	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	(2,500.03)	5,499.97	68.75%
36721		Cap Contr-Wash Cnty-WL Proj	0.00	0.00	(607,197.75)	(607,197.75)	No Budget
37110		Metered Water Sales	7,231,969.00	(643,795.27)	(3,811,400.01)	3,420,568.99	47.30%
37115		Collection on Delinquent Accounts	0.00	0.00	(185.06)	(185.06)	No Budget
37151		Disconnect Fees	37,600.00	(3,755.37)	(22,340.85)	15,259.15	40.58%
37152		Service Charges	53,000.00	(2,900.00)	(27,400.00)	25,600.00	48.30%
37196		Water Tap Fees	460,000.00	(40,400.00)	(396,750.00)	63,250.00	13.75%
37196	5015	Water Tap Fees	0.00	(1,500.00)	(45,000.00)	(45,000.00)	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	(185,945.84)	(986,432.22)	941,253.78	48.83%
37220		Sewer Tap Inspection Fees	3,600.00	(2,500.00)	(5,100.00)	(1,500.00)	-41.67%
37296		Sewer Tap Fees	225,000.00	(40,000.00)	(223,025.00)	1,975.00	0.88%
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	(1,853.69)	(1,853.69)	No Budget
Total For Fund:	413		10,682,513.00	(920,746.48)	(6,129,184.61)	4,553,328.39	42.62%

Fund : 619	Drug Enforcement Fund	Monthly Comparative				
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
35140	Drug Related Fines	2,000.00	(759.71)	(2,240.76)	(240.76)	-12.04%
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	(759.71)	(34,110.76)	(24,610.76)	-259.06%

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund: 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41500	General Administration							
121			(461,748.00)	(461,748.00)	226,628.81	(235,119.19)	49.08%	33,511.38
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	1,017.14	1,017.14	No Budget	0.00
	Salaries and Wages		0.00		0.00			0.00
141	100		0.00	0.00	73.56	73.56	No Budget	0.00
	Oasi (Employer's Share)		0.00		0.00			0.00
141			(35,324.00)	(35,324.00)	16,428.04	(18,895.96)	46.51%	2,440.68
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(60,093.00)	(60,093.00)	34,010.76	(26,082.24)	56.60%	2,883.02
	Hospital And Health Insurance		0.00		0.00			0.00
143	100		0.00	0.00	61.03	61.03	No Budget	0.00
	Employee Retirement Plan		0.00		0.00			0.00
143			(25,539.00)	(25,539.00)	12,143.07	(13,395.93)	47.55%	1,709.96
	Employee Retirement Plan		0.00		0.00			0.00
146			(4,700.00)	(4,700.00)	0.00	(4,700.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(168.00)	(168.00)	38.66	(129.34)	23.01%	4.00
	Unemployment Insurance		0.00		0.00			0.00
148			0.00	0.00	175.19	175.19	No Budget	0.00
	Employee Education And Training		0.00		0.00			0.00
166			(11,200.00)	(11,200.00)	4,900.00	(6,300.00)	43.75%	700.00
	Municipal Judge		0.00		0.00			0.00
167			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Animal Control		0.00		0.00			0.00
168			(3,100.00)	(3,100.00)	0.00	(3,100.00)	0.00%	0.00
	USDA Wildlife Management		0.00		0.00			0.00
211			(4,200.00)	(4,200.00)	880.42	(3,319.58)	20.96%	263.81
	Postage, Box Rent, Etc.		0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	1,485.51	(514.49)	74.28%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
236	Public Relation		(8,000.00)	(8,000.00)	3,000.00	(5,000.00)	37.50%	500.00
			0.00		0.00			0.00
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)	6,260.03	(8,739.97)	41.73%	1,132.75
			0.00		0.00			0.00
242	Water		(1,600.00)	(1,600.00)	323.56	(1,276.44)	20.22%	68.26
			0.00		0.00			0.00
245	Telephone And Other Communication Services		(12,500.00)	(12,500.00)	5,626.46	(6,873.54)	45.01%	962.75
			0.00		0.00			0.00
248	GPS Services		(500.00)	(500.00)	605.85	105.85	121.17%	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%	0.00
			0.00		0.00			0.00
252	Legal Services		(60,000.00)	(60,000.00)	33,157.04	(26,842.96)	55.26%	5,107.23
			0.00		0.00			0.00
253	Accounting And Auditing Services		(29,000.00)	(29,000.00)	192.00	(28,808.00)	0.66%	0.00
			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)	21,695.00	(13,305.00)	61.99%	3,010.00
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(3,000.00)	(3,000.00)	391.28	(2,608.72)	13.04%	86.53
			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%	0.00
			0.00		0.00			0.00
267	Repair And Maintenance Buildings - ISC Bldg		(5,000.00)	(5,000.00)	250.00	(4,750.00)	5.00%	100.00
			0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
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Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
270			0.00	0.00	110.00	110.00	No Budget	0.00
		Repair And Maintenance Surplus Vehicles &	0.00		0.00			0.00
279			(5,500.00)	(5,500.00)	165.00	(5,335.00)	3.00%	0.00
		Website Maintenance	0.00		0.00			0.00
288			(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
		Travel/Training/Car Allowance	0.00		0.00			0.00
290			(24,000.00)	(24,000.00)	15,200.00	(8,800.00)	63.33%	1,200.00
		Other Contracted Services	0.00		0.00			0.00
297			(2,500.00)	(2,500.00)	289.79	(2,210.21)	11.59%	0.00
		Veterans Memorial	0.00		0.00			0.00
311			(6,000.00)	(6,000.00)	1,666.17	(4,333.83)	27.77%	668.33
		Office Supplies	0.00		0.00			0.00
312			(9,000.00)	(9,000.00)	119.99	(8,880.01)	1.33%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
313			(2,000.00)	(2,000.00)	479.83	(1,520.17)	23.99%	0.00
		Stationary/Forms	0.00		0.00			0.00
323			(18,000.00)	(18,000.00)	11,295.54	(6,704.46)	62.75%	5,695.54
		Food	0.00		0.00			0.00
324			(4,200.00)	(4,200.00)	2,244.45	(1,955.55)	53.44%	1,370.61
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(2,000.00)	(2,000.00)	572.89	(1,427.11)	28.64%	0.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(7,500.00)	(7,500.00)	532.07	(6,967.93)	7.09%	88.71
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(700.00)	(700.00)	1,122.08	422.08	160.30%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
336			(2,300.00)	(2,300.00)	0.00	(2,300.00)	0.00%	0.00
		Municipal Judge Supplies	0.00		0.00			0.00
390			(4,500.00)	(4,500.00)	1,782.57	(2,717.43)	39.61%	46.39
		Miscellaneous Supplies	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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
535		Equipment Leases & Maint Contracts	(45,000.00)	(45,000.00)	17,836.47	(27,163.53)	39.64%	252.82
			0.00		0.00			0.00
555		Bank Service Charges	(3,000.00)	(3,000.00)	1,404.59	(1,595.41)	46.82%	0.00
			0.00		0.00			0.00
595		Tax Relief Program	(15,000.00)	(15,000.00)	6,933.00	(8,067.00)	46.22%	1,101.00
			0.00		0.00			0.00
620		RDA27	(80,800.00)	(80,800.00)	33,338.71	(47,461.29)	41.26%	0.00
		Note Principal	0.00		0.00			0.00
620		K8	0.00	0.00	8,402,995.63	8,402,995.63	No Budget	0.00
		Note Principal	0.00		0.00			0.00
620		RDA24	(260,328.00)	(260,328.00)	107,343.34	(152,984.66)	41.23%	0.00
		Note Principal	0.00		0.00			0.00
620		ENGEL	0.00	0.00	3,587.14	3,587.14	No Budget	1,843.07
		Note Principal	0.00		0.00			0.00
620		RDA22	(105,717.00)	(105,717.00)	43,591.21	(62,125.79)	41.23%	0.00
		Note Principal	0.00		0.00			0.00
620		RDA28	(188,534.00)	(188,534.00)	77,790.34	(110,743.66)	41.26%	0.00
		Note Principal	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
620		MUNIB	(123,000.00)	(123,000.00)	123,000.00	0.00	100.00%	0.00
		Note Principal	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
620			(1,200,000.00)	(1,200,000.00)	0.00	(1,200,000.00)	0.00%	0.00
		Note Principal	0.00		0.00			0.00
620		COMMF	(61,753.00)	(61,753.00)	30,666.80	(31,086.20)	49.66%	5,139.72
		Note Principal	0.00		0.00			0.00
620		RDA25	(261,650.00)	(261,650.00)	107,888.22	(153,761.78)	41.23%	0.00
		Note Principal	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
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Fund: 110		Monthly Comparative:			50.00%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
620	CAP23		(71,261.00)	(71,261.00)	29,161.74	(42,099.26)	40.92%	0.00
	Note Principal		0.00		0.00			0.00
640	ENGEL		0.00	0.00	2,781.88	2,781.88	No Budget	1,341.44
	Interest On Notes		0.00		0.00			0.00
640	MUNIB		(12,954.00)	(12,954.00)	7,159.50	(5,794.50)	55.27%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA27		(61,760.00)	(61,760.00)	26,061.29	(35,698.71)	42.20%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA24		(214,836.00)	(214,836.00)	90,641.66	(124,194.34)	42.19%	0.00
	Interest On Notes		0.00		0.00			0.00
640	COMMF		(87,671.00)	(87,671.00)	44,045.20	(43,625.80)	50.24%	7,312.28
	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)	60,809.66	(83,296.34)	42.20%	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%	0.00
	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	KBPk		0.00	0.00	32,300.00	32,300.00	No Budget	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA25		(215,926.00)	(215,926.00)	91,101.78	(124,824.22)	42.19%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA22		(87,243.00)	(87,243.00)	36,808.79	(50,434.21)	42.19%	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	118,362.75	118,362.75	No Budget	0.00
			0.00		0.00			0.00

Fund: 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
801	Library Appropriation		(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
802	NE TN Tourism Appropriation		(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
803	WC Museum/Heritage Alliance Appro		(50,000.00)	(50,000.00)	25,000.02	(24,999.98)	50.00%	0.00
804	Building Inspection		(4,500.00)	(4,500.00)	517.44	(3,982.56)	11.50%	0.00
805	Dirty Street Fighters		(6,000.00)	(6,000.00)	4,275.94	(1,724.06)	71.27%	946.07
806	F.T.D.D. Appropriation		(1,649.00)	(1,649.00)	1,649.00	0.00	100.00%	0.00
807	F.T.H.R.A. Appro		(7,310.00)	(7,310.00)	0.00	(7,310.00)	0.00%	0.00
808	WC E.M.S. Appropriation		(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
815	Main Street Jones,Program Exp		0.00	0.00	2,210.54	2,210.54	No Budget	449.99
817	Main St.-Jonesborough Days		0.00	0.00	748.15	748.15	No Budget	49.88
910	Land		0.00	0.00	350,299.50	350,299.50	No Budget	0.00
991	Facade Renovation		(10,000.00)	(10,000.00)	5,000.00	(5,000.00)	50.00%	0.00
992	Street/Solid Waste Building		(217,000.00)	(217,000.00)	0.00	(217,000.00)	0.00%	0.00
42100	Police							
121	Salaries and Wages		(1,398,662.00)	(1,398,662.00)	705,365.37	(693,296.63)	50.43%	130,126.75
			0.00	0.00	0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
121	100		0.00	0.00	8,812.50	8,812.50	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	625.44	625.44	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(106,998.00)	(106,998.00)	50,272.43	(56,725.57)	46.98%	9,315.96
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(259,228.00)	(259,228.00)	151,561.41	(107,666.59)	58.47%	21,038.92
		Hospital And Health Insurance	0.00		0.00			0.00
143	100		0.00	0.00	528.77	528.77	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
143			(80,547.00)	(80,547.00)	40,651.36	(39,895.64)	50.47%	6,564.34
		Employee Retirement Plan	0.00		0.00			0.00
146			(40,600.00)	(40,600.00)	0.00	(40,600.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(600.00)	(600.00)	42.01	(557.99)	7.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(18,000.00)	(18,000.00)	1,432.58	(16,567.42)	7.96%	0.00
		Employee Education And Training	0.00		0.00			0.00
164			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Reserve Officer Program	0.00		0.00			0.00
165			(10,000.00)	(10,000.00)	50.00	(9,950.00)	0.50%	50.00
		Court Costs	0.00		0.00			0.00
211			(2,500.00)	(2,500.00)	761.78	(1,738.22)	30.47%	243.92
		Postage, Box Rent, Etc.	0.00		0.00			0.00
213			0.00	0.00	36.81	36.81	No Budget	0.00
		Automobile Licenses And Titles	0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	2,551.90	551.90	127.60%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(5,000.00)	(5,000.00)	1,079.71	(3,920.29)	21.59%	0.00
		Public Relation	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:				50.00%		
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	(20,660.00)	(20,660.00)	6,014.65	(14,645.35)	29.11%	853.08
248			0.00		0.00			0.00
		GPS Services	(5,250.00)	(5,250.00)	2,907.70	(2,342.30)	55.38%	581.54
251			0.00		0.00			0.00
		Medical Services	(11,500.00)	(11,500.00)	4,064.83	(7,435.17)	35.35%	0.00
260		RADIO	0.00		0.00			0.00
		Repair And Maintenance Services	(1,000.00)	(1,000.00)	266.59	(733.41)	26.66%	32.06
261			0.00		0.00			0.00
		Repair And Maintenance Motor Vehicles	(20,000.00)	(20,000.00)	16,310.87	(3,689.13)	81.55%	4,838.79
262			0.00		0.00			0.00
		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	100.00	(900.00)	10.00%	0.00
270			0.00		0.00			0.00
		Repair And Maintenance Surplus Vehicles &	(5,000.00)	(5,000.00)	705.26	(4,294.74)	14.11%	705.26
280			0.00		0.00			0.00
		Travel	(5,000.00)	(5,000.00)	835.56	(4,164.44)	16.71%	332.06
289			0.00		0.00			0.00
		Travel - Surplus Vehicles & Equip	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
290			0.00		0.00			0.00
		Other Contracted Services	(45,000.00)	(45,000.00)	27,268.82	(17,731.18)	60.60%	400.00
307			0.00		0.00			0.00
		Shop with a Cop	(29,000.00)	(29,000.00)	39,151.64	10,151.64	135.01%	36,401.29
311			0.00		0.00			0.00
		Office Supplies	(3,500.00)	(3,500.00)	886.55	(2,613.45)	25.33%	0.00
312			0.00		0.00			0.00
		Small Items Of Equipment	(20,000.00)	(20,000.00)	3,075.59	(16,924.41)	15.38%	0.00
313			0.00		0.00			0.00
		Stationary/Forms	(1,400.00)	(1,400.00)	132.43	(1,267.57)	9.46%	0.00
323			0.00		0.00			0.00
		Food	0.00	0.00	72.30	72.30	No Budget	0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324			0.00	0.00	98.57	98.57	No Budget	0.00
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(22,000.00)	(22,000.00)	8,925.10	(13,074.90)	40.57%	3,452.71
		Clothing And Uniforms	0.00		0.00			0.00
327		Fire Arm Supplies	(8,500.00)	(8,500.00)	5,010.36	(3,489.64)	58.95%	1,771.64
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(60,000.00)	(60,000.00)	21,528.84	(38,471.16)	35.88%	3,584.04
334		Tires, Tubes And Etc.	(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
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)	2,210.75	(3,789.25)	36.85%	93.90
390	100	Miscellaneous Supplies	0.00	0.00	181.80	181.80	No Budget	0.00
535		Equipment Leases & Maint Contracts	(25,000.00)	(25,000.00)	7,718.54	(17,281.46)	30.87%	195.03
560		State Police Fines	(25,000.00)	(25,000.00)	6,122.59	(18,877.41)	24.49%	119.50
620	PSVEH	Note Principal	(121,000.00)	(121,000.00)	121,000.00	0.00	100.00%	0.00
640	PSVEH	Interest On Notes	(3,101.00)	(3,101.00)	2,061.80	(1,039.20)	66.49%	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
			0.00	0.00	0.00	0.00		0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
832			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Clerk Electr.Citation Reserve Exp	0.00		0.00			0.00
833			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Handgun Permit Class Expense	0.00		0.00			0.00
834			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Driving School Tech Fund Expenses	0.00		0.00			0.00
835			(8,000.00)	(8,000.00)	3,249.78	(4,750.22)	40.62%	200.00
		Paws In Blue Canine Expenses	0.00		0.00			0.00
42200		Fire Protection And Control Services						
121			(506,195.00)	(506,195.00)	282,644.05	(223,550.95)	55.84%	47,562.44
		Salaries and Wages	0.00		0.00			0.00
141			(38,724.00)	(38,724.00)	20,412.73	(18,311.27)	52.71%	3,440.09
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(77,012.00)	(77,012.00)	41,158.51	(35,853.49)	53.44%	5,668.93
		Hospital And Health Insurance	0.00		0.00			0.00
143			(28,595.00)	(28,595.00)	14,591.32	(14,003.68)	51.03%	2,233.01
		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)	5,260.17	(3,239.83)	61.88%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(200.00)	(200.00)	106.42	(93.58)	53.21%	34.54
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(2,500.00)	(2,500.00)	529.99	(1,970.01)	21.20%	230.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(500.00)	(500.00)	(17.06)	(517.06)	-3.41%	0.00
		Public Relation	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:				50.00%		
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	(6,250.00)	(6,250.00)	3,446.58	(2,803.42)	55.15%	198.32
			0.00		0.00			0.00
248		GPS Services	(1,500.00)	(1,500.00)	1,090.35	(409.65)	72.69%	218.07
			0.00		0.00			0.00
251		Medical Services	(6,500.00)	(6,500.00)	1,153.53	(5,346.47)	17.75%	66.59
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(30,000.00)	(30,000.00)	39,806.96	9,806.96	132.69%	18,648.37
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(2,500.00)	(2,500.00)	7,875.22	5,375.22	315.01%	0.00
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(10,000.00)	(10,000.00)	1,849.56	(8,150.44)	18.50%	0.00
			0.00		0.00			0.00
280		Travel	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	(26,000.00)	(26,000.00)	2,410.16	(23,589.84)	9.27%	68.95
			0.00		0.00			0.00
311		Office Supplies	(1,000.00)	(1,000.00)	624.17	(375.83)	62.42%	0.00
			0.00		0.00			0.00
312		Small Items Of Equipment	(45,000.00)	(45,000.00)	13,146.63	(31,853.37)	29.21%	5,512.68
			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)	4,991.58	(8,008.42)	38.40%	1,914.94
			0.00		0.00			0.00
329		Fire Fighting Gear	(60,000.00)	(60,000.00)	7,491.21	(52,508.79)	12.49%	3,214.66
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(13,000.00)	(13,000.00)	4,118.71	(8,881.29)	31.68%	581.41
			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

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
390	100		0.00	0.00	85.44	85.44	No Budget	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
390			(6,500.00)	(6,500.00)	3,792.75	(2,707.25)	58.35%	165.34
	Miscellaneous Supplies		0.00		0.00			0.00
535			(6,500.00)	(6,500.00)	2,754.58	(3,745.42)	42.38%	0.00
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
620	FT16		(39,866.00)	(39,866.00)	19,792.77	(20,073.23)	49.65%	3,318.17
	Note Principal		0.00		0.00			0.00
620	FT21		(47,000.00)	(47,000.00)	47,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	FT16		(2,061.00)	(2,061.00)	1,170.57	(890.43)	56.80%	175.72
	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)	163,021.34	(273,811.66)	37.32%	29,445.26
	Salaries and Wages		0.00		0.00			0.00
141			(33,418.00)	(33,418.00)	11,759.58	(21,658.42)	35.19%	2,152.73
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(71,306.00)	(71,306.00)	26,996.79	(44,309.21)	37.86%	2,624.46
	Hospital And Health Insurance		0.00		0.00			0.00
143			(25,022.00)	(25,022.00)	9,538.25	(15,483.75)	38.12%	1,703.72
	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)	4.86	(215.14)	2.21%	4.86
	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

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 110		Monthly Comparative:			50.00%			
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	(3,500.00)	(3,500.00)	910.10	(2,589.90)	26.00%	184.54
			0.00		0.00			0.00
247		Street Lighting (Electric And Maint.)	(192,500.00)	(192,500.00)	88,383.16	(104,116.84)	45.91%	17,776.06
			0.00		0.00			0.00
248		GPS Services	(2,250.00)	(2,250.00)	1,090.35	(1,159.65)	48.46%	218.07
			0.00		0.00			0.00
251		Medical Services	(3,300.00)	(3,300.00)	1,389.81	(1,910.19)	42.12%	138.00
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(49,500.00)	(49,500.00)	52,661.43	3,161.43	106.39%	6,286.67
			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)	662.92	(18,087.08)	3.54%	192.00
			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)	1,587.16	(13,012.84)	10.87%	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)	9,638.56	(28,971.44)	24.96%	2,659.26
			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%	0.00
			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%	0.00
			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

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
350			0.00	0.00	1,609.00	1,609.00	No Budget	1,609.00
		Supplies For Resale	0.00		0.00			0.00
390			(3,300.00)	(3,300.00)	152.00	(3,148.00)	4.61%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
395			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
		Storm Water	0.00		0.00			0.00
454			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Sodium Chloride	0.00		0.00			0.00
473			(25,000.00)	(25,000.00)	10,086.52	(14,913.48)	40.35%	9,172.83
		Curbing, Sidewalks, and Rock	0.00		0.00			0.00
474			(150,000.00)	(150,000.00)	960.10	(149,039.90)	0.64%	0.00
		Street Paving	0.00		0.00			0.00
535			(2,500.00)	(2,500.00)	1,678.22	(821.78)	67.13%	0.00
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
560			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		State Storm Water Maintenance Fees	0.00		0.00			0.00
941			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
		Vehicles	0.00		0.00			0.00
942			(18,750.00)	(18,750.00)	0.00	(18,750.00)	0.00%	0.00
		General Purpose Machinery And Equipment	0.00		0.00			0.00
43170		City Garage						
121			(91,061.00)	(91,061.00)	50,452.44	(40,608.56)	55.41%	7,151.80
		Salaries and Wages	0.00		0.00			0.00
141			(6,966.00)	(6,966.00)	3,420.23	(3,545.77)	49.10%	482.89
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(30,969.00)	(30,969.00)	16,242.80	(14,726.20)	52.45%	2,046.16
		Hospital And Health Insurance	0.00		0.00			0.00
143			(5,407.00)	(5,407.00)	2,966.42	(2,440.58)	54.86%	413.36
		Employee Retirement Plan	0.00		0.00			0.00

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
146			(2,325.00)	(2,325.00)	0.00	(2,325.00)	0.00%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(80.00)	(80.00)	0.00	(80.00)	0.00%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
230			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
241			(5,000.00)	(5,000.00)	2,215.75	(2,784.25)	44.32%	662.52
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	338.40	(661.60)	33.84%	224.09
	Water		0.00		0.00			0.00
245			(2,250.00)	(2,250.00)	1,473.37	(776.63)	65.48%	259.18
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(400.00)	(400.00)	121.15	(278.85)	30.29%	24.23
	GPS Services		0.00		0.00			0.00
251			(800.00)	(800.00)	644.60	(155.40)	80.58%	18.00
	Medical Services		0.00		0.00			0.00
261			(2,800.00)	(2,800.00)	2,013.19	(786.81)	71.90%	1,110.58
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(500.00)	(500.00)	645.00	145.00	129.00%	170.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(1,500.00)	(1,500.00)	595.84	(904.16)	39.72%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
290			0.00	0.00	20.97	20.97	No Budget	0.00
	Other Contracted Services		0.00		0.00			0.00
311			(500.00)	(500.00)	300.69	(199.31)	60.14%	125.67
	Office Supplies		0.00		0.00			0.00
312			(3,470.00)	(3,470.00)	1,190.18	(2,279.82)	34.30%	0.00
	Small Items Of Equipment		0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324			(1,000.00)	(1,000.00)	2,381.71	1,381.71	238.17%	1,902.58
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(2,300.00)	(2,300.00)	1,454.44	(845.56)	63.24%	223.70
		Clothing And Uniforms	0.00		0.00			0.00
331			(2,300.00)	(2,300.00)	2,508.82	208.82	109.08%	133.43
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	399.40	(600.60)	39.94%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
341			(2,800.00)	(2,800.00)	171.22	(2,628.78)	6.12%	0.00
		Consumable Tools	0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	390.00	(610.00)	39.00%	0.00
		Safety Supplies	0.00		0.00			0.00
345			(900.00)	(900.00)	385.27	(514.73)	42.81%	158.05
		Welding Supplies	0.00		0.00			0.00
346			(2,500.00)	(2,500.00)	404.48	(2,095.52)	16.18%	0.00
		Wash Bay Maintenance and Supplies	0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	667.49	(332.51)	66.75%	223.73
		Miscellaneous Supplies	0.00		0.00			0.00
535			(3,900.00)	(3,900.00)	1,897.73	(2,002.27)	48.66%	0.00
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
44320		Senior Citizen Facilities						
121		IIIB	(35,861.00)	(35,861.00)	17,940.05	(17,920.95)	50.03%	2,900.60
		Salaries and Wages	0.00		0.00			0.00
121			(396,484.00)	(396,484.00)	194,912.04	(201,571.96)	49.16%	32,573.46
		Salaries and Wages	0.00		0.00			0.00
141		IIIB	(2,743.00)	(2,743.00)	554.87	(2,188.13)	20.23%	193.45
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(30,331.00)	(30,331.00)	14,585.32	(15,745.68)	48.09%	2,344.51
		Oasi (Employer's Share)	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:				50.00%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142	Hospital And Health Insurance		(70,687.00)	(70,687.00)	35,929.05	(34,757.95)	50.83%	4,619.15
	TRANS		0.00	0.00	0.00			0.00
142	Hospital And Health Insurance		0.00	0.00	45.45	45.45	No Budget	0.00
	IIIB		0.00	0.00	0.00			0.00
142	Hospital And Health Insurance		(12,626.00)	(12,626.00)	7,334.88	(5,291.12)	58.09%	1,047.84
			0.00	0.00	0.00			0.00
143	Employee Retirement Plan		(21,310.00)	(21,310.00)	10,692.27	(10,617.73)	50.17%	1,667.39
	IIIB		0.00	0.00	0.00			0.00
143	Employee Retirement Plan		(2,141.00)	(2,141.00)	462.85	(1,678.15)	21.62%	164.74
			0.00	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			0.00
147	Unemployment Insurance		(220.00)	(220.00)	8.57	(211.43)	3.90%	0.00
	IIIB		0.00	0.00	0.00			0.00
147	Unemployment Insurance		(21.00)	(21.00)	0.00	(21.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
148	Employee Education And Training		0.00	0.00	792.23	792.23	No Budget	0.00
	IIIB		0.00	0.00	0.00			0.00
148	Employee Education And Training		(2,500.00)	(2,500.00)	1,381.93	(1,118.07)	55.28%	211.99
			0.00	0.00	0.00			0.00
148	Employee Education And Training		(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
211	Postage, Box Rent, Etc.		(1,200.00)	(1,200.00)	487.66	(712.34)	40.64%	34.54
			0.00	0.00	0.00			0.00
230	Publicity, Subscriptions, And Dues		(5,500.00)	(5,500.00)	2,189.80	(3,310.20)	39.81%	1,750.00
			0.00	0.00	0.00			0.00
241	Electric		(32,001.00)	(32,001.00)	11,304.42	(20,696.58)	35.33%	2,143.93
			0.00	0.00	0.00			0.00
242	Water		(4,000.00)	(4,000.00)	1,864.93	(2,135.07)	46.62%	346.69
			0.00	0.00	0.00			0.00

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(10,000.00)	(10,000.00)	3,615.64	(6,384.36)	36.16%	482.64
		IIIB	0.00		0.00			0.00
245		Telephone And Other Communication Services	(780.00)	(780.00)	325.00	(455.00)	41.67%	65.00
		IIIB	0.00		0.00			0.00
248		GPS Services	(1,200.00)	(1,200.00)	484.60	(715.40)	40.38%	96.92
		IIIB	0.00		0.00			0.00
251		Medical Services	(2,500.00)	(2,500.00)	1,105.90	(1,394.10)	44.24%	252.15
		IIIB	0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(1,000.00)	(1,000.00)	68.96	(931.04)	6.90%	0.00
		IIIB	0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	516.50	(483.50)	51.65%	476.50
		IIIB	0.00		0.00			0.00
265		Repair And Maintenance Grounds And	(10,000.00)	(10,000.00)	1,202.50	(8,797.50)	12.03%	240.00
		IIIB	0.00		0.00			0.00
266		Repair And Maintenance Buildings	(35,000.00)	(35,000.00)	25,267.98	(9,732.02)	72.19%	1,375.55
		IIIB	0.00		0.00			0.00
290		Other Contracted Services	0.00	0.00	3,162.35	3,162.35	No Budget	131.30
		IIIB	0.00		0.00			0.00
300		Supplies	(554.00)	(554.00)	149.18	(404.82)	26.93%	0.00
		IIIB	0.00		0.00			0.00
311		Office Supplies	(3,200.00)	(3,200.00)	1,424.22	(1,775.78)	44.51%	0.00
		IIIB	0.00		0.00			0.00
312		Small Items Of Equipment	0.00	0.00	1,531.06	1,531.06	No Budget	0.00
		IIIB	0.00		0.00			0.00
312		Small Items Of Equipment	0.00	0.00	2,674.50	2,674.50	No Budget	0.00
		IIIB	0.00		0.00			0.00
312		Small Items Of Equipment	(4,800.00)	(4,800.00)	4,649.49	(150.51)	96.86%	0.00
		IIIB	0.00		0.00			0.00
324		Household And Janitorial Supplies	(6,000.00)	(6,000.00)	4,607.11	(1,392.89)	76.79%	2,230.66
		IIIB	0.00		0.00			0.00

Fund : 110		Monthly Comparative:				50.00%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326		Clothing And Uniforms	(900.00)	(900.00)	130.00	(770.00)	14.44%	0.00
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,700.00)	(2,700.00)	664.64	(2,035.36)	24.62%	115.11
			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
344		Safety Supplies	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
360		IIIB	(12,000.00)	(12,000.00)	0.00	(12,000.00)	0.00%	0.00
		Transportation	0.00		0.00			0.00
390		Miscellaneous Supplies	(1,500.00)	(1,500.00)	841.39	(658.61)	56.09%	372.29
			0.00		0.00			0.00
535		Equipment Leases & Maint Contracts	(25,000.00)	(25,000.00)	8,916.01	(16,083.99)	35.66%	195.65
			0.00		0.00			0.00
620		REFBD	(90,000.00)	(90,000.00)	0.00	(90,000.00)	0.00%	0.00
		Note Prindpal	0.00		0.00			0.00
640		REFBD	(88,350.00)	(88,350.00)	44,175.00	(44,175.00)	50.00%	0.00
		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)	6,060.40	(15,939.60)	27.55%	546.40
			0.00		0.00			0.00
838		Health Promotion Program	(38,000.00)	(38,000.00)	12,222.00	(25,778.00)	32.16%	0.00
			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

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 110 Monthly Comparative: 50.00%								
44400	Parks and Recreation							
121			(399,945.00)	(399,945.00)	194,886.50	(205,058.50)	48.73%	30,345.40
		Salaries and Wages	0.00		0.00			0.00
141			(30,596.00)	(30,596.00)	14,207.87	(16,388.13)	46.44%	2,178.16
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(59,254.00)	(59,254.00)	29,821.42	(29,432.58)	50.33%	5,192.59
		Hospital And Health Insurance	0.00		0.00			0.00
143			(22,925.00)	(22,925.00)	10,547.68	(12,377.32)	46.01%	1,711.58
		Employee Retirement Plan	0.00		0.00			0.00
146			(4,750.00)	(4,750.00)	0.00	(4,750.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(205.00)	(205.00)	79.65	(125.35)	38.85%	1.92
		Unemployment Insurance	0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	771.51	(728.49)	51.43%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(500.00)	(500.00)	109.63	(390.37)	21.93%	36.61
		Postage, Box Rent, Etc.	0.00		0.00			0.00
213			0.00	0.00	52.66	52.66	No Budget	0.00
		Automobile Licenses And Titles	0.00		0.00			0.00
220			(500.00)	(500.00)	31.98	(468.02)	6.40%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(37,500.00)	(37,500.00)	14,225.43	(23,274.57)	37.93%	3,136.88
		Electric	0.00		0.00			0.00
242			(15,000.00)	(15,000.00)	10,049.39	(4,950.61)	67.00%	858.33
		Water	0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	4,555.86	(5,444.14)	45.56%	864.40
		Telephone And Other Communication Services	0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 110 Monthly Comparative: 50.00%								
248	GPS Services		(1,200.00)	(1,200.00)	484.60	(715.40)	40.38%	96.92
			0.00		0.00			0.00
251	Medical Services		(2,500.00)	(2,500.00)	1,502.40	(997.60)	60.10%	0.00
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(6,500.00)	(6,500.00)	2,338.12	(4,161.88)	35.97%	1,094.76
			0.00		0.00			0.00
262	Repair And Maintenance Equipment		(7,000.00)	(7,000.00)	98.05	(6,901.95)	1.40%	0.00
			0.00		0.00			0.00
265	Repair And Maintenance Grounds And		(200,000.00)	(200,000.00)	115,244.72	(84,755.28)	57.62%	9,391.81
	905		0.00	0.00	0.00			0.00
265	Repair And Maintenance Grounds And		0.00	0.00	25,197.39	25,197.39	No Budget	0.00
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(8,000.00)	(8,000.00)	691.85	(7,308.15)	8.65%	0.00
			0.00		0.00			0.00
290	Other Contracted Services		0.00	0.00	129.10	129.10	No Budget	0.00
			0.00		0.00			0.00
311	Office Supplies		(500.00)	(500.00)	1,080.36	580.36	216.07%	0.00
			0.00		0.00			0.00
312	Small Items Of Equipment		(6,500.00)	(6,500.00)	2,940.98	(3,559.02)	45.25%	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)	3,686.94	(813.06)	81.93%	2,474.38
			0.00		0.00			0.00
326	Clothing And Uniforms		(1,600.00)	(1,600.00)	1,400.04	(199.96)	87.50%	0.00
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(7,000.00)	(7,000.00)	1,908.08	(5,091.92)	27.26%	452.42
			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

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344		Safety Supplies	(1,000.00) 0.00	(1,000.00)	3,113.56 0.00	2,113.56	311.36%	0.00 0.00
390		Miscellaneous Supplies	(1,500.00) 0.00	(1,500.00)	1,875.13 0.00	375.13	125.01%	37.50 0.00
535		Equipment Leases & Maint Contracts	(3,000.00) 0.00	(3,000.00)	2,116.97 0.00	(883.03)	70.57%	0.00 0.00
565		Permit Fee	0.00 0.00	0.00	1,000.00 0.00	1,000.00	No Budget	0.00 0.00
843		Jrt Players Education Program	(50,000.00) 0.00	(50,000.00)	10,079.01 0.00	(39,920.99)	20.16%	0.00 0.00
844		Special Programs	(20,000.00) 0.00	(20,000.00)	18,764.40 0.00	(1,235.60)	93.82%	6,561.37 0.00
845		Athletic Programs	(10,000.00) 0.00	(10,000.00)	3,782.68 0.00	(6,217.32)	37.83%	0.00 0.00
847		Jrt-Don Squibb Scholarship Awards	(3,000.00) 0.00	(3,000.00)	150.00 0.00	(2,850.00)	5.00%	0.00 0.00
848		Jpac/Repertory Theatre	(52,000.00) 0.00	(52,000.00)	25,627.51 0.00	(26,372.49)	49.28%	728.31 0.00
849		Flag Committee Expenditures	(2,000.00) 0.00	(2,000.00)	1,121.71 0.00	(878.29)	56.09%	0.00 0.00
850		Townscape	(45,000.00) 0.00	(45,000.00)	36,706.84 0.00	(8,293.16)	81.57%	12.00 0.00
851		Keep Jonesborough Beautiful Progr	(3,000.00) 0.00	(3,000.00)	0.00 0.00	(3,000.00)	0.00%	0.00 0.00
852		Lprf Grant-Lincoln Community Park	0.00 0.00	0.00	14,317.47 0.00	14,317.47	No Budget	0.00 0.00
853		Chuckey Depot Museum Reserve Exp	(3,000.00) 0.00	(3,000.00)	1,240.19 0.00	(1,759.81)	41.34%	740.19 0.00
854		E.Gillespie Bldg.Utilities&Suppl	(16,000.00) 0.00	(16,000.00)	10,577.83 0.00	(5,422.17)	66.11%	927.84 0.00

Fund : 110		Monthly Comparative:									
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance	50.00%		
855		Jackson Theatre Utilities	0.00	0.00	9,411.48	9,411.48	No Budget	1,569.97			
			0.00		0.00			0.00			
856		Boone Street Mkt Utilities	(13,500.00)	(13,500.00)	3,156.27	(10,343.73)	23.38%	605.12			
			0.00		0.00			0.00			
857		Chuckey Depot Operating Expenses	0.00	0.00	3,861.89	3,861.89	No Budget	479.12			
			0.00		0.00			0.00			
858		Jrt Warehouse Expenses	0.00	0.00	144.91	144.91	No Budget	(825.73)			
			0.00		0.00			0.00			
860		Tree & Townscape Exp	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00			
			0.00		0.00			0.00			
861		947 Special Programs	0.00	0.00	32.26	32.26	No Budget	0.00			
			0.00		0.00			0.00			
872		K-8 Maintenance	0.00	0.00	3,900.00	3,900.00	No Budget	0.00			
			0.00		0.00			0.00			
939		900 Other Improvements	(1,000,000.00)	(1,000,000.00)	15,750.00	(984,250.00)	1.58%	0.00			
			0.00		0.00			0.00			
940		Machinery And Equipment	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00			
			0.00		0.00			0.00			
941		Vehicles	(30,000.00)	(30,000.00)	27,430.00	(2,570.00)	91.43%	0.00			
			0.00		0.00			0.00			
963		Jackson Thtre Renov	0.00	0.00	8,700.00	8,700.00	No Budget	0.00			
			0.00		0.00			0.00			
965		Ballfield Upgrades	(135,500.00)	(135,500.00)	0.00	(135,500.00)	0.00%	0.00			
			0.00		0.00			0.00			
966		Depot St Park Upgrades	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00			
			0.00		0.00			0.00			
970		Depot St Park Upgrades	(19,820.00)	(19,820.00)	0.00	(19,820.00)	0.00%	0.00			
			0.00		0.00			0.00			
		Dog Park Construction	0.00	0.00	0.00	0.00	0.00%	0.00			

Town of Jonesborough
 Statement of Expenditures and Encumbrances
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Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44490	Wetlands Water Park							
121			(291,782.00)	(291,782.00)	129,089.81	(162,692.19)	44.24%	4,970.54
		Salaries and Wages	0.00		0.00			0.00
141			(22,321.00)	(22,321.00)	9,875.41	(12,445.59)	44.24%	380.25
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(2,400.00)	(2,400.00)	1,235.75	(1,164.25)	51.49%	0.00
		Hospital And Health Insurance	0.00		0.00			0.00
143			(3,780.00)	(3,780.00)	872.75	(2,907.25)	23.09%	290.74
		Employee Retirement Plan	0.00		0.00			0.00
146			(6,092.00)	(6,092.00)	0.00	(6,092.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(700.00)	(700.00)	385.73	(314.27)	55.10%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(2,000.00)	(2,000.00)	178.68	(1,821.32)	8.93%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(200.00)	(200.00)	92.18	(107.82)	46.09%	29.02
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(1,000.00)	(1,000.00)	11.90	(988.10)	1.19%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(1,500.00)	(1,500.00)	779.10	(720.90)	51.94%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(20,000.00)	(20,000.00)	7,964.99	(12,035.01)	39.82%	0.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(45,000.00)	(45,000.00)	23,695.64	(21,304.36)	52.66%	1,526.71
		Electric	0.00		0.00			0.00
242			(15,000.00)	(15,000.00)	3,479.30	(11,520.70)	23.20%	348.41
		Water	0.00		0.00			0.00
245			(5,300.00)	(5,300.00)	3,236.46	(2,063.54)	61.07%	467.44
		Telephone And Other Communication Services	0.00		0.00			0.00

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251			(2,000.00)	(2,000.00)	30.72	(1,969.28)	1.54%	0.00
	Medical Services		0.00		0.00			0.00
262			(3,200.00)	(3,200.00)	277.67	(2,922.33)	8.68%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(6,000.00)	(6,000.00)	3,234.34	(2,765.66)	53.91%	2,934.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(10,000.00)	(10,000.00)	2,338.24	(7,661.76)	23.38%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
288			(1,000.00)	(1,000.00)	1,735.00	735.00	173.50%	0.00
	Travel/Training/Car Allowance		0.00		0.00			0.00
291			(15,000.00)	(15,000.00)	126.04	(14,873.96)	0.84%	0.00
	Pool Maintenance		0.00		0.00			0.00
296			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
	Pool Pump Repair/Replacement		0.00		0.00			0.00
311			(800.00)	(800.00)	222.60	(577.40)	27.83%	0.00
	Office Supplies		0.00		0.00			0.00
312			(5,000.00)	(5,000.00)	6,087.46	1,087.46	121.75%	3,483.47
	Small Items Of Equipment		0.00		0.00			0.00
321			(7,500.00)	(7,500.00)	1,381.37	(6,118.63)	18.42%	0.00
	Paper/Plastics		0.00		0.00			0.00
323			(45,000.00)	(45,000.00)	16,727.09	(28,272.91)	37.17%	0.00
	Food		0.00		0.00			0.00
324			(5,000.00)	(5,000.00)	2,059.48	(2,940.52)	41.19%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00
325			(15,000.00)	(15,000.00)	4,744.57	(10,255.43)	31.63%	0.00
	Beverages		0.00		0.00			0.00
326			(2,000.00)	(2,000.00)	321.19	(1,678.81)	16.06%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
337			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Photo ID Supplies		0.00		0.00			0.00

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344			(800.00)	(800.00)	246.51	(553.49)	30.81%	0.00
		Safety Supplies	0.00		0.00			0.00
351			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Merchandise Purchased For Resale	0.00		0.00			0.00
390			(750.00)	(750.00)	641.43	(108.57)	85.52%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
493			(27,000.00)	(27,000.00)	9,625.47	(17,374.53)	35.65%	0.00
		Chemicals	0.00		0.00			0.00
535			(3,000.00)	(3,000.00)	3,254.60	254.60	108.49%	8.94
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
556			(7,500.00)	(7,500.00)	7,992.59	492.59	106.57%	0.00
		Credit Card Fees	0.00		0.00			0.00
620			(33,500.00)	(33,500.00)	0.00	(33,500.00)	0.00%	0.00
		Note Principal	0.00		0.00			0.00
640			(1,210.00)	(1,210.00)	605.02	(604.98)	50.00%	0.00
		Interest On Notes	0.00		0.00			0.00
959			(40,000.00)	(40,000.00)	57.16	(39,942.84)	0.14%	57.16
		Building Renovations	0.00		0.00			0.00
44491		McKinney Center						
121			(240,016.00)	(240,016.00)	118,700.34	(121,315.66)	49.46%	18,901.94
		Salaries and Wages	0.00		0.00			0.00
141			(18,361.00)	(18,361.00)	8,772.24	(9,588.76)	47.78%	1,398.54
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(21,375.00)	(21,375.00)	12,763.14	(8,611.86)	59.71%	1,574.67
		Hospital And Health Insurance	0.00		0.00			0.00
143			(13,115.00)	(13,115.00)	6,441.25	(6,673.75)	49.11%	1,039.03
		Employee Retirement Plan	0.00		0.00			0.00
146			(203.00)	(203.00)	0.00	(203.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(180.00)	(180.00)	26.58	(153.42)	14.77%	2.95
		Unemployment Insurance	0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	218.94	(3,281.06)	6.26%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(300.00)	(300.00)	177.22	(122.78)	59.07%	52.89
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(400.00)	(400.00)	90.28	(309.72)	22.57%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(3,500.00)	(3,500.00)	1,592.69	(1,907.31)	45.51%	0.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(8,500.00)	(8,500.00)	3,877.87	(4,622.13)	45.62%	728.55
		Electric	0.00		0.00			0.00
242			(800.00)	(800.00)	520.31	(279.69)	65.04%	299.49
		Water	0.00		0.00			0.00
245			(6,500.00)	(6,500.00)	1,146.73	(5,353.27)	17.64%	150.00
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(800.00)	(800.00)	414.01	(385.99)	51.75%	0.00
		Medical Services	0.00		0.00			0.00
262			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(37,000.00)	(37,000.00)	11,168.48	(25,831.52)	30.19%	1,940.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
272			(15,500.00)	(15,500.00)	59.76	(15,440.24)	0.39%	0.00
		Repair And Maintenance Buildings - Capital	0.00		0.00			0.00
279			(2,400.00)	(2,400.00)	423.56	(1,976.44)	17.65%	0.00
		Website Maintenance	0.00		0.00			0.00
311			(2,300.00)	(2,300.00)	848.38	(1,451.62)	36.89%	0.00
		Office Supplies	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	(9,650.00)	(9,650.00)	6,318.50	(3,331.50)	65.48%	9.99
			0.00		0.00			0.00
313		Stationary/Forms	(200.00)	(200.00)	19.58	(180.42)	9.79%	19.58
			0.00		0.00			0.00
323		Food	(1,100.00)	(1,100.00)	329.68	(770.32)	29.97%	217.27
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(3,000.00)	(3,000.00)	2,256.43	(743.57)	75.21%	816.19
			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)	40.81	(84.19)	32.65%	7.15
			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)	4,612.53	(3,887.47)	54.27%	152.61
			0.00		0.00			0.00
556		Credit Card Fees	(600.00)	(600.00)	292.47	(307.53)	48.75%	0.00
			0.00		0.00			0.00
861		Special Programs	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			0.00		0.00			0.00
862		Special Programs	(2,000.00)	(2,000.00)	1,506.74	(493.26)	75.34%	0.00
			0.00		0.00			0.00
863		Americorps Worker Program	(17,000.00)	(17,000.00)	4,517.50	(12,482.50)	26.57%	0.00
			0.00		0.00			0.00
864		Mary Martin Prog.For The Arts	(50,000.00)	(50,000.00)	18,241.07	(31,758.93)	36.48%	307.15
			0.00		0.00			0.00
864		724	0.00	0.00	874.70	874.70	No Budget	0.00
			0.00		0.00			0.00
865		Mary Martin Prog.For The Arts	(13,500.00)	(13,500.00)	10,204.04	(3,295.96)	75.59%	534.18
			0.00		0.00			0.00
		Story Town Radio Show						

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
866			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Mckinney Scholarship Fund	0.00		0.00			0.00
44550	Jackson Theater							
290			0.00	0.00	3,000.00	3,000.00	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
555			0.00	0.00	307.80	307.80	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)	188,812.82	(208,852.18)	47.48%	32,270.84
		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)	13,742.54	(16,678.46)	45.17%	2,338.34
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(56,865.00)	(56,865.00)	29,765.95	(27,099.05)	52.34%	4,718.19
		Hospital And Health Insurance	0.00		0.00			0.00
143			(18,768.00)	(18,768.00)	8,633.05	(10,134.95)	45.00%	1,619.07
		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%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(11,000.00)	(11,000.00)	4,245.48	(6,754.52)	38.60%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(2,000.00)	(2,000.00)	336.75	(1,663.25)	16.84%	55.70
		Postage, Box Rent, Etc.	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 110		Monthly Comparative:				50.00%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
220			(47,000.00)	(47,000.00)	8,048.00	(38,952.00)	17.12%	1,008.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(7,050.00)	(7,050.00)	2,893.41	(4,156.59)	41.04%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(170,000.00)	(170,000.00)	53,193.35	(116,806.65)	31.29%	16,701.51
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(13,500.00)	(13,500.00)	9,252.96	(4,247.04)	68.54%	960.02
		Electric	0.00		0.00			0.00
242			(2,300.00)	(2,300.00)	789.95	(1,510.05)	34.35%	0.00
		Water	0.00		0.00			0.00
245			(12,750.00)	(12,750.00)	3,202.34	(9,547.66)	25.12%	344.36
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(1,500.00)	(1,500.00)	619.00	(881.00)	41.27%	0.00
		Medical Services	0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	121.15	(1,378.85)	8.08%	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%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(50,000.00)	(50,000.00)	275.69	(49,724.31)	0.55%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
290			0.00	0.00	101.38	101.38	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
311			(2,000.00)	(2,000.00)	1,127.04	(872.96)	56.35%	87.43
		Office Supplies	0.00		0.00			0.00
312			(20,000.00)	(20,000.00)	5,493.19	(14,506.81)	27.47%	41.40
		Small Items Of Equipment	0.00		0.00			0.00
313			(300.00)	(300.00)	114.72	(185.28)	38.24%	0.00
		Stationary/Forms	0.00		0.00			0.00
323			(500.00)	(500.00)	1,720.30	1,220.30	344.06%	0.00
		Food	0.00		0.00			0.00

Fund : 110		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
324			(5,000.00)	(5,000.00)	1,213.82	(3,786.18)	24.28%	404.91
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(800.00)	(800.00)	175.93	(624.07)	21.99%	0.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(2,400.00)	(2,400.00)	382.63	(2,017.37)	15.94%	0.00
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
344			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
		Safety Supplies	0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	15.18	(984.82)	1.52%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(8,000.00)	(8,000.00)	5,303.24	(2,696.76)	66.29%	175.98
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
556			(2,500.00)	(2,500.00)	2,035.72	(464.28)	81.43%	0.00
		Credit Card Fees	0.00		0.00			0.00
598			(30,000.00)	(30,000.00)	15,650.34	(14,349.66)	52.17%	208.79
		Gift Shop Expenditures	0.00		0.00			0.00
815			(20,000.00)	(20,000.00)	3,701.94	(16,298.06)	18.51%	0.00
		Main Street Jones Program Exp	0.00		0.00			0.00
816			(12,000.00)	(12,000.00)	6,775.00	(5,225.00)	56.46%	0.00
		Main St.-Brews & Tunes Program	0.00		0.00			0.00
817			(35,000.00)	(35,000.00)	43,857.38	8,857.38	125.31%	0.00
		Main St.-Jonesborough Days	0.00		0.00			0.00
844			(20,000.00)	(20,000.00)	7,388.09	(12,611.91)	36.94%	3,151.62
		Special Programs	0.00		0.00			0.00
846			(36,000.00)	(36,000.00)	21,350.00	(14,650.00)	59.31%	0.00
		Music On The Square Exp	0.00		0.00			0.00
861			(30,000.00)	(30,000.00)	3,384.23	(26,615.77)	11.28%	525.00
		Special Programs	0.00		0.00			0.00
873			(60,000.00)	(60,000.00)	47,940.58	(12,059.42)	79.90%	47,685.70
		Seasonal Lighting	0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

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Fund : 110

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund: 110			(15,906,662.00)	(15,906,662.00)	14,733,816.07	(1,172,845.93)	92.63%	764,078.10
			0.00		0.00			0.00

Fund : 131		Monthly Comparative:				50.00%			
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)	137,371.05	(179,433.95)	43.36%	21,020.65	
		Salaries and Wages	0.00		0.00			0.00	
141			(23,279.00)	(23,279.00)	10,003.14	(13,275.86)	42.97%	1,548.93	
		Oasi (Employer's Share)	0.00		0.00			0.00	
142			(60,969.00)	(60,969.00)	25,706.08	(35,262.92)	42.16%	2,297.62	
		Hospital And Health Insurance	0.00		0.00			0.00	
143			(17,264.00)	(17,264.00)	8,101.22	(9,162.78)	46.93%	1,240.24	
		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	(10,500.00)	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)	1,856.81	(3,643.19)	33.76%	237.59	
		Telephone And Other Communication Services	0.00		0.00			0.00	
248			(2,850.00)	(2,850.00)	969.20	(1,880.80)	34.01%	193.84	
		GPS Services	0.00		0.00			0.00	
251			(2,200.00)	(2,200.00)	831.30	(1,368.70)	37.79%	0.00	
		Medical Services	0.00		0.00			0.00	
261			(66,000.00)	(66,000.00)	32,023.67	(33,976.33)	48.52%	12,981.19	
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00	

Fund : 131

Monthly Comparative: 50.00%

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
290			0.00	0.00	41.95	41.95	No Budget	0.00
		Other Contracted Services	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)	64,636.27	(55,363.73)	53.86%	13,851.68
		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)	154.64	(395.36)	28.12%	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)	1,636.61	(3,613.39)	31.17%	0.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(75,000.00)	(75,000.00)	27,738.55	(47,261.45)	36.98%	4,430.04
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(10,800.00)	(10,800.00)	6,512.23	(4,287.77)	60.30%	2,366.50
		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)	19,181.20	(1,818.80)	91.34%	1,619.00
		Supplies For Resale	0.00		0.00			0.00
390			(4,800.00)	(4,800.00)	1,474.86	(3,325.14)	30.73%	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

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 131		Monthly Comparative:				50.00%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
533		Machinery And Equipment Rental	(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
535		Equipment Leases & Maint Contracts	0.00	0.00	1,064.82	1,064.82	No Budget	0.00
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)	22,334.67	(22,627.33)	49.67%	3,742.66
640		Interest On Notes	(18,346.00)	(18,346.00)	2,316.81	(16,029.19)	12.63%	365.92
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)	369,967.38	(1,015,091.62)	26.71%	65,895.86
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund: 171		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
44550	Jackson Theater							
121	100		0.00	0.00	1,223.81	1,223.81	No Budget	0.00
	Salaries and Wages		0.00		0.00			0.00
121			(155,769.00)	(155,769.00)	76,091.96	(79,677.04)	48.85%	21,795.39
	Salaries and Wages		0.00		0.00			0.00
141			(11,916.00)	(11,916.00)	5,790.14	(6,125.86)	48.59%	1,654.98
	Oasi (Employer's Share)		0.00		0.00			0.00
141	100		0.00	0.00	93.62	93.62	No Budget	0.00
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(15,026.00)	(15,026.00)	2,638.31	(12,387.69)	17.56%	524.89
	Hospital And Health Insurance		0.00		0.00			0.00
143	100		0.00	0.00	73.43	73.43	No Budget	0.00
	Employee Retirement Plan		0.00		0.00			0.00
143			(7,050.00)	(7,050.00)	3,744.94	(3,305.06)	53.12%	880.90
	Employee Retirement Plan		0.00		0.00			0.00
147			(100.00)	(100.00)	50.00	(50.00)	50.00%	8.00
	Unemployment Insurance		0.00		0.00			0.00
148			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
220			(24,400.00)	(24,400.00)	1,978.48	(22,421.52)	8.11%	1,348.48
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
230			(2,500.00)	(2,500.00)	1,188.85	(1,311.15)	47.55%	0.00
	Publicity, Subscriptions, And Dues		0.00		0.00			0.00
238			(58,593.00)	(58,593.00)	22,756.67	(35,836.33)	38.84%	4,575.00
	Marketing and Marketing Supplies		0.00		0.00			0.00
241			(24,400.00)	(24,400.00)	680.71	(23,719.29)	2.79%	442.93
	Electric		0.00		0.00			0.00
242			(5,000.00)	(5,000.00)	346.50	(4,653.50)	6.93%	63.00
	Water		0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 171 Monthly Comparative: 50.00%								
245		Telephone And Other Communication Services	(12,500.00)	(12,500.00)	1,225.64	(11,274.36)	9.81%	310.48
			0.00	0.00	0.00			0.00
250		Professional Services	0.00	0.00	19,305.98	19,305.98	No Budget	4,380.98
			0.00	0.00	0.00			0.00
251		Medical Services	0.00	0.00	130.00	130.00	No Budget	0.00
			0.00	0.00	0.00			0.00
257		Royalties	(24,400.00)	(24,400.00)	0.00	(24,400.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
262		Repair And Maintenance Equipment	(1,200.00)	(1,200.00)	1,609.14	409.14	134.10%	1,450.00
			0.00	0.00	0.00			0.00
266		Repair And Maintenance Buildings	(2,500.00)	(2,500.00)	6,386.03	3,886.03	255.44%	728.08
			0.00	0.00	0.00			0.00
290		Other Contracted Services	(48,800.00)	(48,800.00)	14,205.20	(34,594.80)	29.11%	1,100.00
			0.00	0.00	0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	1,380.05	(619.95)	69.00%	145.81
			0.00	0.00	0.00			0.00
312		Small Items Of Equipment	0.00	0.00	0.00	0.00	No Budget	0.00
			0.00	0.00	0.00			0.00
312		Small Items Of Equipment	(1,000.00)	(1,000.00)	12,077.79	11,077.79	1207.78%	1,566.58
			0.00	0.00	0.00			0.00
313		Stationary/Forms	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
323		Food	0.00	0.00	453.63	453.63	No Budget	0.00
			0.00	0.00	0.00			0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	3,116.78	(1,883.22)	62.34%	123.99
			0.00	0.00	0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	965.21	(34.79)	96.52%	0.00
			0.00	0.00	0.00			0.00

Fund : 171

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535			(8,000.00)	(8,000.00)	13,225.84	5,225.84	165.32%	1,629.74
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
556			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Credit Card Fees	0.00		0.00			0.00
565			0.00	0.00	525.00	525.00	No Budget	0.00
		Permit Fee	0.00		0.00			0.00
598			(10,000.00)	(10,000.00)	3,794.04	(6,205.96)	37.94%	1,070.59
		Gift Shop Expenditures	0.00		0.00			0.00
620			(25,702.00)	(25,702.00)	0.00	(25,702.00)	0.00%	0.00
		Note Principal	0.00		0.00			0.00
		RDA26	(45,136.00)	(45,136.00)	18,527.87	(26,608.13)	41.05%	0.00
		Note Principal	0.00		0.00			0.00
640			(62,600.00)	(62,600.00)	26,362.13	(36,237.87)	42.11%	0.00
		Interest On Notes	0.00	0.00	12,165.24	12,165.24	No Budget	760.47
		JBANO	0.00		0.00			0.00
640			(41,590.00)	(41,590.00)	0.00	(41,590.00)	0.00%	0.00
		Interest On Notes	0.00		0.00			0.00
		991	0.00	0.00	189,360.34	189,360.34	No Budget	107,059.44
948		Furniture and Fixtures	0.00		0.00			0.00
Total For Fund: 171			(611,182.00)	(611,182.00)	441,473.33	(169,708.67)	72.23%	151,619.73
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
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Fund : 311		Monthly Comparative:		50.00%				
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		0.00
	Capital Projects		0.00	0.00	2,320.00	2,320.00	100.00%	0.00
620	K8		0.00	0.00	0.00	0.00	No Budget	0.00
	Note Principal		0.00	0.00	0.00	0.00		0.00
	Capital Projects		0.00	0.00	0.00	0.00	100.00%	0.00
640	K8		0.00	0.00	111,530.56	111,530.56	No Budget	0.00
	Interest On Notes		0.00	0.00	0.00	0.00		0.00
	Capital Projects		0.00	0.00	111,530.56	111,530.56	100.00%	0.00
			0.00	0.00	0.00	0.00		0.00
95003	AG Learning Center							
254			0.00	0.00	40,480.00	40,480.00	No Budget	0.00
	Architectural Services		0.00	0.00	0.00	0.00		0.00
256			0.00	0.00	1,800.00	1,800.00	No Budget	0.00
	Engineering Services		0.00	0.00	0.00	0.00		0.00
	Total For Fund: 311		0.00	0.00	156,130.56	156,130.56	100.00%	0.00
			0.00	0.00	0.00	0.00		0.00

Fund : 334

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41591		Health Insurance Reimbursement						
142	131		0.00	0.00	91.56	91.56	No Budget	54.47
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
142	110		0.00	0.00	26,791.23	26,791.23	No Budget	4,129.67
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
142	413		0.00	0.00	13,677.69	13,677.69	No Budget	1,618.19
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
Total For Fund:	334		0.00	0.00	40,560.48	40,560.48	100.00%	5,802.33
			0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 413		Monthly Comparative:		50.00%				
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)	234,784.43	(228,286.57)	50.70%	40,424.88
		Salaries and Wages	0.00	0.00	0.00			0.00
121	100		0.00	0.00	66,848.26	66,848.26	No Budget	0.00
		Salaries and Wages	0.00	0.00	0.00			0.00
141	100		0.00	0.00	5,010.11	5,010.11	No Budget	0.00
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
141			(35,425.00)	(35,425.00)	17,432.59	(17,992.41)	49.21%	2,984.07
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
142			(71,915.00)	(71,915.00)	26,753.72	(45,161.28)	37.20%	3,672.29
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
143			(25,774.00)	(25,774.00)	11,930.15	(13,843.85)	46.29%	2,384.38
		Employee Retirement Plan	0.00	0.00	0.00			0.00
143	100		0.00	0.00	4,010.88	4,010.88	No Budget	0.00
		Employee Retirement Plan	0.00	0.00	0.00			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			0.00
147			(200.00)	(200.00)	84.03	(115.97)	42.02%	0.00
		Unemployment Insurance	0.00	0.00	0.00			0.00
148			(7,000.00)	(7,000.00)	1,050.00	(5,950.00)	15.00%	0.00
		Employee Education And Training	0.00	0.00	0.00			0.00
211			(700.00)	(700.00)	163.58	(536.42)	23.37%	51.51
		Postage, Box Rent, Etc.	0.00	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			0.00
241			(600,000.00)	(600,000.00)	232,039.20	(367,960.80)	38.67%	47,541.31
		Electric	0.00	0.00	0.00			0.00
242			(2,000.00)	(2,000.00)	825.00	(1,175.00)	41.25%	172.50
		Water	0.00	0.00	0.00			0.00
245			(12,000.00)	(12,000.00)	6,054.10	(5,945.90)	50.45%	1,125.49
		Telephone And Other Communication Services	0.00	0.00	0.00			0.00

Fund : 413		Monthly Comparative:		50.00%				
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)	(1,500.00)	572.30	(927.70)	38.15%	48.46
			0.00		0.00			0.00
251	Medical Services		(3,500.00)	(3,500.00)	1,236.61	(2,263.39)	35.33%	0.00
			0.00		0.00			0.00
259	Contract Lab Services		(15,000.00)	(15,000.00)	3,788.65	(11,211.35)	25.26%	897.00
			0.00		0.00			0.00
261	Repair And Maintenance Motor Vehicles		(20,000.00)	(20,000.00)	6,551.67	(13,448.33)	32.76%	1,710.41
			0.00		0.00			0.00
266	Repair And Maintenance Buildings		(40,000.00)	(40,000.00)	8,459.34	(31,540.66)	21.15%	0.00
			0.00		0.00			0.00
281	Repair and Maintenance Plant		(120,000.00)	(120,000.00)	1,480.84	(118,519.16)	1.23%	0.00
			0.00		0.00			0.00
311	Office Supplies		(1,000.00)	(1,000.00)	292.43	(707.57)	29.24%	59.78
			0.00		0.00			0.00
312	Small Items Of Equipment		(25,000.00)	(25,000.00)	7,025.86	(17,974.14)	28.10%	79.42
			0.00		0.00			0.00
322	Chemical, Laboratory, And Medical Supplies		(27,500.00)	(27,500.00)	10,811.06	(16,688.94)	39.31%	0.00
			0.00		0.00			0.00
324	Household And Janitorial Supplies		(3,250.00)	(3,250.00)	1,484.64	(1,765.36)	45.68%	0.00
			0.00		0.00			0.00
326	Clothing And Uniforms		(6,000.00)	(6,000.00)	3,925.44	(2,074.56)	65.42%	520.14
			0.00		0.00			0.00
331	Gas, Oil, Diesel Fuel, Grease, Etc.		(8,500.00)	(8,500.00)	4,325.56	(4,174.44)	50.89%	1,007.15
			0.00		0.00			0.00
334	Tires, Tubes And Etc.		(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
			0.00		0.00			0.00
344	Safety Supplies		(12,000.00)	(12,000.00)	1,172.17	(10,827.83)	9.77%	0.00
			0.00		0.00			0.00
350	Supplies For Resale		0.00	0.00	1,619.00	1,619.00	No Budget	1,619.00
			0.00		0.00			0.00

Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
390		Miscellaneous Supplies	(4,500.00)	(4,500.00)	1,441.48	(3,058.52)	32.03%	0.00
		100	0.00	0.00	0.00	35.09	No Budget	0.00
493		Miscellaneous Supplies	0.00	(250,000.00)	83,935.65	(166,064.35)	33.57%	6,151.28
		Chemicals	0.00	(60,000.00)	0.00	(51,381.00)	14.37%	0.00
533		Machinery And Equipment Rental	0.00	(5,500.00)	2,980.91	(2,519.09)	54.20%	198.00
535		Equipment Leases & Maint Contracts	0.00	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
824		Intake Access Road Maintenance	0.00	(149,425.00)	0.00	(149,425.00)	0.00%	0.00
949		Other Machinery And Equipment	0.00	0.00	11,100.00	11,100.00	No Budget	3,000.00
981		WTP Plant Engineering	0.00	0.00	0.00	35,000.00	No Budget	0.00
982		Plant Transmission Line	0.00	0.00	0.00	35,000.00	No Budget	29,600.00
52114		Transmission And Distribution						
121		Salaries and Wages	(700,902.00)	(700,902.00)	304,282.49	(396,619.51)	43.41%	49,812.37
		100	0.00	0.00	0.00	82,878.61	No Budget	0.00
121		Salaries and Wages	0.00	(53,619.00)	22,326.70	(31,292.30)	41.64%	3,620.57
141		Oasi (Employer's Share)	0.00	0.00	0.00	6,177.53	No Budget	0.00
		100	0.00	(72,080.00)	41,039.55	(31,040.45)	56.94%	4,718.19
142		Hospital And Health Insurance	0.00	0.00	0.00	4,972.72	No Budget	0.00
		100	0.00	0.00	0.00	4,972.72	No Budget	0.00
143		Employee Retirement Plan	0.00	0.00	0.00	0.00	No Budget	0.00

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Fund : 413 Monthly Comparative: 50.00%								
143			(40,483.00)	(40,483.00)	17,773.85	(22,709.15)	43.90%	2,910.18
		Employee Retirement Plan	0.00		0.00			0.00
146			(16,272.00)	(16,272.00)	0.00	(16,272.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(350.00)	(350.00)	52.48	(297.52)	14.99%	0.88
		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
213			0.00	0.00	26.33	26.33	No Budget	0.00
		Automobile Licenses And Titles	0.00		0.00			0.00
230			(6,500.00)	(6,500.00)	231.06	(6,268.94)	3.55%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
245			(10,400.00)	(10,400.00)	4,247.39	(6,152.61)	40.84%	834.34
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(3,950.00)	(3,950.00)	1,817.25	(2,132.75)	46.01%	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)	2,865.13	(3,634.87)	44.08%	75.00
		Medical Services	0.00		0.00			0.00
259			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Contract Lab Services	0.00		0.00			0.00
261			(55,000.00)	(55,000.00)	20,018.45	(34,981.55)	36.40%	5,194.91
		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)	171,356.19	(28,643.81)	85.68%	29,345.79
		Repair And Maintenance Utility Lines	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
December 2024

Fund : 413

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
290			0.00	0.00	83.90	83.90	No Budget	0.00
		Other Contracted Services	0.00		0.00			0.00
311			(3,000.00)	(3,000.00)	176.24	(2,823.76)	5.87%	0.00
		Office Supplies	0.00		0.00			0.00
312			(15,000.00)	(15,000.00)	678.00	(14,322.00)	4.52%	678.00
		Small Items Of Equipment	0.00		0.00			0.00
326			(10,000.00)	(10,000.00)	4,482.43	(5,517.57)	44.82%	711.44
		Clothing And Uniforms	0.00		0.00			0.00
331			(60,000.00)	(60,000.00)	21,874.69	(38,125.31)	36.46%	2,871.60
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(13,000.00)	(13,000.00)	9,088.82	(3,911.18)	69.91%	2,820.30
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(13,000.00)	(13,000.00)	3,262.47	(9,737.53)	25.10%	37.80
		Safety Supplies	0.00		0.00			0.00
348			(191,659.00)	(191,659.00)	0.00	(191,659.00)	0.00%	0.00
		Water Line Upgrades	0.00		0.00			0.00
349			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Water Loss Reduction	0.00		0.00			0.00
350			0.00	0.00	1,609.00	1,609.00	No Budget	1,609.00
		Supplies For Resale	0.00		0.00			0.00
390			(20,000.00)	(20,000.00)	3,475.69	(16,524.31)	17.38%	95.45
		Miscellaneous Supplies	0.00		0.00			0.00
390	100		0.00	0.00	12,520.82	12,520.82	No Budget	8,447.50
		Miscellaneous Supplies	0.00		0.00			0.00
392			(35,000.00)	(35,000.00)	0.00	(35,000.00)	0.00%	0.00
		Fire Hydrants	0.00		0.00			0.00
451	100		0.00	0.00	20,073.10	20,073.10	No Budget	20,073.10
		Rock and Crushed Stone	0.00		0.00			0.00
451			(20,000.00)	(20,000.00)	16,128.64	(3,871.36)	80.64%	4,503.64
		Rock and Crushed Stone	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
471			0.00	0.00	767.60	767.60	No Budget	0.00
		Asphalt And Asphalt Filler	0.00		0.00			0.00
491			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
		Direct Boring Machine	0.00		0.00			0.00
533			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Machinery And Equipment Rental	0.00		0.00			0.00
535			(6,000.00)	(6,000.00)	5,344.22	(655.78)	89.07%	232.46
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
568			0.00	0.00	3.79	3.79	No Budget	0.00
		Annual Permit Fees	0.00		0.00			0.00
870			0.00	0.00	11,681.59	11,681.59	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%	0.00
		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
521.17		Administration And General Expenses						
121			(821,860.00)	(821,860.00)	358,375.14	(463,484.86)	43.61%	60,367.81
		Salaries and Wages	0.00		0.00			0.00
141			(62,872.00)	(62,872.00)	25,860.82	(36,991.18)	41.16%	4,367.15
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(121,677.00)	(121,677.00)	61,447.94	(60,229.06)	50.50%	8,499.52
		Hospital And Health Insurance	0.00		0.00			0.00
143			(47,335.00)	(47,335.00)	20,273.04	(27,061.96)	42.83%	3,432.25
		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

Fund : 413

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(286.00)	(286.00)	10.49	(275.51)	3.67%	2.90
		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)	36,542.83	(23,457.17)	60.90%	4,680.55
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Public Relation	0.00		0.00			0.00
241			(9,500.00)	(9,500.00)	3,705.31	(5,794.69)	39.00%	752.59
		Electric	0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	390.73	(3,609.27)	9.77%	68.27
		Water	0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	2,181.96	(3,818.04)	36.37%	231.85
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(2,700.00)	(2,700.00)	990.44	(1,709.56)	36.68%	0.00
		Medical Services	0.00		0.00			0.00
252			(50,000.00)	(50,000.00)	30,226.00	(19,774.00)	60.45%	4,689.59
		Legal Services	0.00		0.00			0.00
253			(33,100.00)	(33,100.00)	0.00	(33,100.00)	0.00%	0.00
		Accounting And Auditing Services	0.00		0.00			0.00
255			(40,000.00)	(40,000.00)	33,355.00	(6,645.00)	83.39%	0.00
		Data Processing Services	0.00		0.00			0.00
256			(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
		Engineering Services	0.00		0.00			0.00
262			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(4,000.00)	(4,000.00)	720.01	(3,279.99)	18.00%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00

Fund : 413

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
271			(33,235.00)	(33,235.00)	16,617.58	(16,617.42)	50.00%	0.00
		Repair And Maintenance Water Tank	0.00		0.00			0.00
288			(5,000.00)	(5,000.00)	786.46	(4,213.54)	15.73%	0.00
		Travel/Training/Car Allowance	0.00		0.00			0.00
311			(7,400.00)	(7,400.00)	1,779.20	(5,620.80)	24.04%	0.00
		Office Supplies	0.00		0.00			0.00
312			(4,300.00)	(4,300.00)	0.00	(4,300.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
313			(11,500.00)	(11,500.00)	6,318.03	(5,181.97)	54.94%	6,052.85
		Stationary/Forms	0.00		0.00			0.00
323			(11,500.00)	(11,500.00)	14,528.59	3,028.59	126.34%	4,473.59
		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)	1,233.80	(1,766.20)	41.13%	67.29
		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)	11,340.80	(20,909.20)	35.17%	33.54
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
555			(10,000.00)	(10,000.00)	38,499.92	28,499.92	385.00%	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

Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
620	Note Principal		(928,607.00)	(928,607.00)	0.00	(928,607.00)	0.00%	0.00
	BD13B		0.00		0.00			0.00
630	Interest On Bond Debt		(45,015.00)	(45,015.00)	22,648.56	(22,366.44)	50.31%	3,755.28
	BND22		0.00		0.00			0.00
630	Interest On Bond Debt		(125,103.00)	(125,103.00)	67,846.99	(57,256.01)	54.23%	0.00
	BD21B		0.00		0.00			0.00
630	Interest On Bond Debt		(64,630.00)	(64,630.00)	32,315.00	(32,315.00)	50.00%	0.00
	BND13		0.00		0.00			0.00
630	Interest On Bond Debt		(1,149.00)	(1,149.00)	644.73	(504.27)	56.11%	0.00
	BD21A		0.00		0.00			0.00
630	Interest On Bond Debt		(68,750.00)	(68,750.00)	34,375.00	(34,375.00)	50.00%	0.00
	BND12		0.00		0.00			0.00
630	Interest On Bond Debt		(22,830.00)	(22,830.00)	11,490.21	(11,339.79)	50.33%	1,904.64
	CP22A		0.00		0.00			0.00
640	Interest On Notes		(48,131.00)	(48,131.00)	0.00	(48,131.00)	0.00%	0.00
	TDEC		0.00		0.00			0.00
640	Interest On Notes		(8,900.00)	(8,900.00)	0.00	(8,900.00)	0.00%	0.00
			0.00		0.00			0.00
650	Interest On Notes		(1,843.00)	(1,843.00)	0.00	(1,843.00)	0.00%	0.00
			0.00		0.00			0.00
	Bonds - Other Fees							
52118	Meter Department							
121	Salaries and Wages		(452,127.00)	(452,127.00)	201,195.91	(250,931.09)	44.50%	37,668.24
	100		0.00		0.00			0.00
121	Salaries and Wages		0.00	0.00	72,069.61	72,069.61	No Budget	0.00
			0.00		0.00			0.00
141	Oasi (Employer's Share)		(34,588.00)	(34,588.00)	14,606.05	(19,981.95)	42.23%	2,731.39
	100		0.00		0.00			0.00
141	Oasi (Employer's Share)		0.00	0.00	5,373.33	5,373.33	No Budget	0.00
			0.00		0.00			0.00
142	Hospital And Health Insurance		(51,182.00)	(51,182.00)	32,060.07	(19,121.93)	62.64%	4,197.18
			0.00		0.00			0.00

Fund : 413		Monthly Comparative:				50.00%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
143			(26,871.00)	(26,871.00)	11,728.47	(15,142.53)	43.65%	2,186.64
		Employee Retirement Plan	0.00		0.00			0.00
143	100		0.00	0.00	4,324.18	4,324.18	No Budget	0.00
		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%	0.00
		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
245			(6,000.00)	(6,000.00)	2,013.79	(3,986.21)	33.56%	609.44
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(2,500.00)	(2,500.00)	848.05	(1,651.95)	33.92%	169.61
		GPS Services	0.00		0.00			0.00
251			(5,000.00)	(5,000.00)	611.25	(4,388.75)	12.23%	0.00
		Medical Services	0.00		0.00			0.00
261			(12,000.00)	(12,000.00)	2,000.44	(9,999.56)	16.67%	208.35
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
290			(93,000.00)	(93,000.00)	41.95	(92,958.05)	0.05%	0.00
		Other Contracted Services	0.00		0.00			0.00
311			(8,000.00)	(8,000.00)	448.25	(7,551.75)	5.60%	0.00
		Office Supplies	0.00		0.00			0.00
312			(10,000.00)	(10,000.00)	665.42	(9,334.58)	6.65%	231.72
		Small Items Of Equipment	0.00		0.00			0.00
326			(10,000.00)	(10,000.00)	1,956.57	(8,043.43)	19.57%	219.98
		Clothing And Uniforms	0.00		0.00			0.00
331			(24,000.00)	(24,000.00)	8,299.30	(15,700.70)	34.58%	1,172.98
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(5,000.00)	(5,000.00)	1,140.00	(3,860.00)	22.80%	1,140.00
		Tires, Tubes And Etc.	0.00		0.00			0.00

Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344		Safety Supplies	(4,000.00)	(4,000.00)	1,201.24	(2,798.76)	30.03%	0.00
			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)	1,773.57	(4,226.43)	29.56%	1,622.24
			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)	3,357.67	(4,642.33)	41.97%	33.08
			0.00		0.00			0.00
951		Vehicles - Trucks	(40,000.00)	(40,000.00)	35,000.00	(5,000.00)	87.50%	0.00
			0.00		0.00			0.00
52119		Wash Co WL						
121		100	0.00	0.00	35,258.27	35,258.27	No Budget	0.00
		Salaries and Wages	0.00	0.00	0.00			0.00
121		Salaries and Wages	0.00	0.00	110,821.98	110,821.98	No Budget	21,365.13
			0.00		0.00			0.00
141		Oasi (Employer's Share)	0.00	0.00	7,682.58	7,682.58	No Budget	1,505.95
			0.00		0.00			0.00
141		Oasi (Employer's Share)	0.00	0.00	2,569.27	2,569.27	No Budget	0.00
			0.00		0.00			0.00
142		Hospital And Health Insurance	0.00	0.00	36,622.40	36,622.40	No Budget	5,190.65
			0.00		0.00			0.00
143		100	0.00	0.00	2,115.51	2,115.51	No Budget	0.00
		Employee Retirement Plan	0.00	0.00	0.00			0.00
143		Employee Retirement Plan	0.00	0.00	6,425.53	6,425.53	No Budget	1,244.41
			0.00		0.00			0.00
147		Unemployment Insurance	0.00	0.00	8.72	8.72	No Budget	6.90
			0.00		0.00			0.00
245		Telephone And Other Communication Services	0.00	0.00	245.51	245.51	No Budget	76.18
			0.00		0.00			0.00

Fund : 413		Monthly Comparative:			50.00%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251			0.00	0.00	313.00	313.00	No Budget	120.00
	Medical Services		0.00	0.00	0.00			0.00
261			0.00	0.00	4,647.72	4,647.72	No Budget	101.94
	Repair And Maintenance Motor Vehicles		0.00	0.00	0.00			0.00
261	100		0.00	0.00	416.64	416.64	No Budget	0.00
	Repair And Maintenance Motor Vehicles		0.00	0.00	0.00			0.00
312			0.00	0.00	16.99	16.99	No Budget	0.00
	Small Items Of Equipment		0.00	0.00	0.00			0.00
326			0.00	0.00	3,116.46	3,116.46	No Budget	264.88
	Clothing And Uniforms		0.00	0.00	0.00			0.00
331			0.00	0.00	7,033.29	7,033.29	No Budget	1,078.98
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00	0.00	0.00			0.00
334			0.00	0.00	1,905.30	1,905.30	No Budget	855.48
	Tires, Tubes And Etc.		0.00	0.00	0.00			0.00
341			0.00	0.00	1,522.20	1,522.20	No Budget	244.20
	Consumable Tools		0.00	0.00	0.00			0.00
451			0.00	0.00	441.22	441.22	No Budget	441.22
	Rock and Crushed Stone		0.00	0.00	0.00			0.00
471			0.00	0.00	1,710.95	1,710.95	No Budget	0.00
	Asphalt And Asphalt Filler		0.00	0.00	0.00			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	99,500.00	99,500.00	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	0.00
	Water/Sewer Imp		0.00	0.00	0.00			0.00
934	5016		0.00	0.00	244,259.03	244,259.03	No Budget	91.57
	Water/Sewer Imp		0.00	0.00	0.00			0.00

Fund : 413		Monthly Comparative:			50.00%			
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
934	5019	Water/Sewer Imp	0.00	0.00	1,328.76	1,328.76	No Budget	0.00
52213		Sewer Treatment And Disposal	0.00		0.00			0.00
121			(754,651.00)	(754,651.00)	340,859.62	(413,791.38)	45.17%	56,711.32
		Salaries and Wages	0.00		0.00			0.00
121	100		0.00	0.00	13,530.64	13,530.64	No Budget	0.00
		Salaries and Wages	0.00		0.00			0.00
141			(57,731.00)	(57,731.00)	24,525.01	(33,205.99)	42.48%	4,070.41
		Oasi (Employer's Share)	0.00		0.00			0.00
141	100		0.00	0.00	993.65	993.65	No Budget	0.00
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(113,360.00)	(113,360.00)	58,431.64	(54,928.36)	51.55%	8,339.99
		Hospital And Health Insurance	0.00		0.00			0.00
143	100		0.00	0.00	811.86	811.86	No Budget	0.00
		Employee Retirement Plan	0.00		0.00			0.00
143			(44,851.00)	(44,851.00)	19,981.92	(24,869.08)	44.55%	3,322.91
		Employee Retirement Plan	0.00		0.00			0.00
146			(14,415.00)	(14,415.00)	0.00	(14,415.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(350.00)	(350.00)	65.25	(284.75)	18.64%	9.29
		Unemployment Insurance	0.00		0.00			0.00
148			(10,000.00)	(10,000.00)	1,109.25	(8,890.75)	11.09%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(250.00)	(250.00)	210.56	(39.44)	84.22%	44.89
		Postage, Box Rent, Etc.	0.00		0.00			0.00
213			0.00	0.00	26.33	26.33	No Budget	0.00
		Automobile Licenses And Titles	0.00		0.00			0.00
230			(18,000.00)	(18,000.00)	6,012.00	(11,988.00)	33.40%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(145,000.00)	(145,000.00)	55,308.98	(89,691.02)	38.14%	10,198.11
		PLANT	0.00		0.00			0.00
		Electric	0.00		0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241	ADMIN		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Electric		0.00		0.00			0.00
241	LIFTS		(55,000.00)	(55,000.00)	29,169.74	(25,830.26)	53.04%	4,663.47
	Electric		0.00		0.00			0.00
245		Telephone And Other Communication Services	(22,000.00)	(22,000.00)	11,086.95	(10,913.05)	50.40%	2,150.64
			0.00		0.00			0.00
248		GPS Services	(2,700.00)	(2,700.00)	1,453.80	(1,246.20)	53.84%	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%	0.00
			0.00		0.00			0.00
259		Contract Lab Services	(16,500.00)	(16,500.00)	9,680.30	(6,819.70)	58.67%	4,651.10
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(25,000.00)	(25,000.00)	18,138.24	(6,861.76)	72.55%	11,488.99
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	0.00	0.00	269.65	269.65	No Budget	0.00
			0.00		0.00			0.00
262	GENER		(23,000.00)	(23,000.00)	5,239.77	(17,760.23)	22.78%	0.00
			0.00		0.00			0.00
262	PLANT		(30,000.00)	(30,000.00)	8,227.75	(21,772.25)	27.43%	918.30
			0.00		0.00			0.00
266	COMPO		0.00	0.00	300.00	300.00	No Budget	0.00
			0.00		0.00			0.00
266	PLANT		(3,000.00)	(3,000.00)	528.05	(2,471.95)	17.60%	159.50
			0.00		0.00			0.00
269		Repair And Maintenance Buildings	(40,000.00)	(40,000.00)	15,790.44	(24,209.56)	39.48%	6,018.98
			0.00		0.00			0.00
311		Repair And Maintenance Utility Lines	(5,000.00)	(5,000.00)	444.50	(4,555.50)	8.89%	0.00
			0.00		0.00			0.00
		Office Supplies						

Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312		Small Items Of Equipment	0.00	0.00	199.99	199.99	No Budget	0.00
322		Chemical, Laboratory, And Medical Supplies	(20,000.00)	(20,000.00)	440.93	(19,559.07)	2.20%	34.75
324		Household And Janitorial Supplies	(1,500.00)	(1,500.00)	567.23	(932.77)	37.82%	0.00
326		Clothing And Uniforms	(12,000.00)	(12,000.00)	5,896.32	(6,103.68)	49.14%	0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(45,000.00)	(45,000.00)	13,080.16	(31,919.84)	29.07%	1,892.52
334		Tires, Tubes And Etc.	(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
344		Safety Supplies	(6,000.00)	(6,000.00)	1,368.81	(4,631.19)	22.81%	0.00
390		Miscellaneous Supplies	(5,500.00)	(5,500.00)	2,357.54	(3,142.46)	42.86%	0.00
471		Asphalt And Asphalt Filler	(20,000.00)	(20,000.00)	7,327.07	(12,672.93)	36.64%	3,061.48
493		Chemicals	(75,000.00)	(75,000.00)	27,835.49	(47,164.51)	37.11%	2,209.55
494		Pretreatment	(5,000.00)	(5,000.00)	1,897.30	(3,102.70)	37.95%	1,897.30
533		Machinery And Equipment Rental	(15,000.00)	(15,000.00)	480.00	(14,520.00)	3.20%	0.00
535		Equipment Leases & Maint Contracts	(6,500.00)	(6,500.00)	4,349.02	(2,150.98)	66.91%	219.66
568		Annual Permit Fees	(8,000.00)	(8,000.00)	6,220.00	(1,780.00)	77.75%	1,380.00
820		Sewer Rehabilitation	(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 413

Monthly Comparative: 50.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
821			(75,000.00)	(75,000.00)	42,380.07	(32,619.93)	56.51%	3,566.84
		Lift Stations Maintenance	0.00	0.00	0.00			0.00
822			(25,000.00)	(25,000.00)	11,354.44	(13,645.56)	45.42%	1,711.85
		Sludge Disposal Fees	0.00	0.00	0.00			0.00
823			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Electrical Maintenance Service	0.00	0.00	0.00			0.00
940			(130,000.00)	(130,000.00)	40,500.00	(89,500.00)	31.15%	0.00
		Machinery And Equipment	0.00	0.00	0.00			0.00
52315		Shop & Maintenance						
121			0.00	0.00	5,144.18	5,144.18	No Budget	0.00
		Salaries and Wages	0.00	0.00	0.00			0.00
121			(232,020.00)	(232,020.00)	102,635.73	(129,384.27)	44.24%	18,108.51
		Salaries and Wages	0.00	0.00	0.00			0.00
141			0.00	0.00	351.95	351.95	No Budget	0.00
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
141			(17,750.00)	(17,750.00)	7,164.33	(10,585.67)	40.36%	1,251.80
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
142			(43,832.00)	(43,832.00)	25,708.91	(18,123.09)	58.65%	4,192.33
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
143			(13,801.00)	(13,801.00)	5,998.08	(7,802.92)	43.46%	1,061.46
		Employee Retirement Plan	0.00	0.00	0.00			0.00
143			0.00	0.00	308.65	308.65	No Budget	0.00
		Employee Retirement Plan	0.00	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			0.00
147			(110.00)	(110.00)	21.00	(89.00)	19.09%	0.00
		Unemployment Insurance	0.00	0.00	0.00			0.00
241			(12,000.00)	(12,000.00)	2,215.73	(9,784.27)	18.46%	662.51
		Electric	0.00	0.00	0.00			0.00
242			(1,000.00)	(1,000.00)	246.69	(753.31)	24.67%	0.00
		Water	0.00	0.00	0.00			0.00

Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

Fund : 413		Monthly Comparative:				50.00%		
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	(2,250.00)	(2,250.00)	1,549.39	(700.61)	68.86%	259.18
			0.00		0.00			0.00
248		GPS Services	(300.00)	(300.00)	121.15	(178.85)	40.38%	24.23
			0.00		0.00			0.00
251		Medical Services	(1,000.00)	(1,000.00)	895.70	(104.30)	89.57%	163.54
			0.00		0.00			0.00
261		Repair And Maintenance Motor Vehicles	(3,350.00)	(3,350.00)	361.10	(2,988.90)	10.78%	296.22
			0.00		0.00			0.00
262		Repair And Maintenance Equipment	(1,000.00)	(1,000.00)	337.97	(662.03)	33.80%	13.85
			0.00		0.00			0.00
266		Repair And Maintenance Buildings	(2,000.00)	(2,000.00)	814.02	(1,185.98)	40.70%	0.00
			0.00		0.00			0.00
288		Travel/Training/Car Allowance	(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
			0.00		0.00			0.00
290		Other Contracted Services	0.00	0.00	20.98	20.98	No Budget	0.00
			0.00		0.00			0.00
311		Office Supplies	0.00	0.00	128.48	128.48	No Budget	83.78
			0.00		0.00			0.00
312		Small Items Of Equipment	(9,300.00)	(9,300.00)	0.00	(9,300.00)	0.00%	0.00
			0.00		0.00			0.00
324		Household And Janitorial Supplies	(4,500.00)	(4,500.00)	306.13	(4,193.87)	6.80%	0.00
			0.00		0.00			0.00
326		Clothing And Uniforms	(2,500.00)	(2,500.00)	1,454.45	(1,045.55)	58.18%	223.70
			0.00		0.00			0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,800.00)	(2,800.00)	745.52	(2,054.48)	26.63%	133.43
			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)	2,680.38	(10,629.62)	20.14%	1,114.88
			0.00		0.00			0.00

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Town of Jonesborough
 Statement of Expenditures and Encumbrances
 December 2024

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Fund : 413		Monthly Comparative:		50.00%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344			(2,000.00)	(2,000.00)	647.49	(1,352.51)	32.37%	0.00
		Safety Supplies	0.00		0.00			0.00
345			(1,000.00)	(1,000.00)	163.66	(836.34)	16.37%	0.00
		Welding Supplies	0.00		0.00			0.00
346			(2,200.00)	(2,200.00)	12.48	(2,187.52)	0.57%	0.00
		Wash Bay Maintenance and Supplies	0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	48.83	(951.17)	4.88%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(3,200.00)	(3,200.00)	1,897.73	(1,302.27)	59.30%	0.00
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
949			0.00	0.00	8,638.00	8,638.00	No Budget	8,638.00
		Other Machinery And Equipment	0.00		0.00			0.00
Total For Fund: 413			(10,347,393.00)	(10,347,393.00)	6,029,383.15	(4,318,009.85)	58.27%	636,503.15
			0.00		0.00			0.00

Fund : 619

Monthly Comparative: 50.00%

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
Year to Date Trial Balance
December 2024

Fund: 110 General Fund

Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
Assets					
110-11100-	Cash On Hand	0.00	70.00	0.00	70.00
110-11100-	Cash On Hand - Main Street Program/ISC	50.00	0.00	0.00	50.00
110-11100-	Cash On Hand - Mary Martin Center	100.00	0.00	0.00	100.00
110-11100-	Cash On Hand - VC	50.00	0.00	0.00	50.00
110-11100-	Cash On Hand - Wetlands	2,600.00	0.00	0.00	2,600.00
110-11211-	Regular Checking	2,110,402.24	22,863,135.11	21,392,657.41	3,580,879.94
110-11212-	Checking Account #2	16,887.46	5,200.01	78.68	22,008.79
110-11219-	Payroll Account	148.65	3,363,644.43	3,363,644.43	148.65
110-11221-	Regular Savings	2,461,232.02	213,923.85	0.00	2,675,155.87
110-11222-	Saving Account #2	25,437.62	19.49	0.00	25,457.11
110-11261-	Cash in Bank - Reserves	76,345.98	0.00	5.00	76,340.98
110-13118-	2023 Property Taxes Receivable	112,428.00	40,261.00	90,180.00	62,509.00
110-13119-	Est. Uncoll. Property Tax (Cr)	(19,602.24)	0.00	0.00	(19,602.24)
110-13120-	2022 Property Taxes Receivable	12,793.00	1,350.38	9,273.38	4,870.00
110-13121-	2021 Property Taxes Receivable	2,029.00	0.00	6.00	2,023.00
110-13122-	2020 Property Taxes Receivable	1,516.00	0.00	5.00	1,511.00
110-13123-	2019 Property Taxes Receivable	2,754.79	0.00	0.00	2,754.79
110-13124-	2018 Property Taxes Receivable	1,549.91	0.00	0.00	1,549.91
110-13125-	2017 Property Taxes Receivable	1,008.57	0.00	0.00	1,008.57
110-13126-	2016 Property Taxes Receivable	762.66	0.00	0.00	762.66
110-13127-	2015 Property Taxes Receivable	554.90	0.00	0.00	554.90
110-13128-	2014 Property Taxes Receivable	1,968.41	0.00	0.00	1,968.41
110-13150-	GASB 33 Taxes Receivable	2,875,971.00	0.00	0.00	2,875,971.00
110-13152-	Sales Tax Receivable	618,147.05	0.00	0.00	618,147.05
110-13153-	Wholesale Beer Tax Receivable	18,450.55	0.00	0.00	18,450.55
110-13154-	Wholesale Liquor Tax Receivable	10,346.10	0.00	0.00	10,346.10
110-13155-	State Mixed Drink Tax Receivable	2,925.85	0.00	0.00	2,925.85
110-13156-	State City Street Tax Receivable	2,177.91	0.00	0.00	2,177.91
110-13157-	TVA In Lieu of Tax Receivable	17,953.70	0.00	0.00	17,953.70
110-13158-	Hotel/Motel Tax Receivable	6,759.76	0.00	0.00	6,759.76
110-13159-	State Telecom Tax Receivable	901.05	0.00	0.00	901.05
110-13161-	State Street Receivable	35,821.65	0.00	0.00	35,821.65
110-13162-	State Business Tax Receivable	5,100.21	0.00	0.00	5,100.21
110-13163-	Corp Excise Tax Receivable	94,236.46	0.00	0.00	94,236.46
110-13164-	State Local Occupancy Tax Receivable	1,839.87	0.00	0.00	1,839.87
110-13165-	State Sports Betting Receivable	2,587.47	0.00	0.00	2,587.47
110-13251-	City Court Fines And Costs Receivable	257.65	0.00	0.00	257.65
110-13252-	Cable Franchise Fees Receivable	32,720.75	0.00	32,720.75	0.00

Fund: 110 General Fund

AccountNumber	Account Description	Beginning Balance	Debits	Credits	Ending Balance
110-13291-	Other Accounts Receivable	11,248.01	0.00	5,121.96	6,126.05
110-13411-	Lease Receivable - 87 Post Office	567,628.31	0.00	0.00	567,628.31
110-13412-	Lease Receivable - 87 Storytelling C	446,467.83	0.00	0.00	446,467.83
110-13413-	Lease Receivable - 87 Cell Tower	2,742,638.28	0.00	0.00	2,742,638.28
110-13600-	Due From Other Funds	7,000.70	2,684,092.01	2,510,607.71	180,485.00
110-13617-	Due From Solid Waste Fund	1.16	59.20	5.87	54.49
110-13617-SUPP-	Due From Solid Waste Fund - Supplies	0.00	5.87	5.87	0.00
110-13630-	Due From Capital Projects Funds	1,273,640.28	1,683,614.18	124,109.70	2,833,144.76
110-13643-	Due From Water And Sewer Fund	152.41	70,741.14	68,803.52	2,090.03
110-13644-	Due From Water and Sewer Fund Online Payments	10,202.45	50,393.95	60,596.40	0.00
110-13703-	Due From Washington County - K-8 Maintenance	80,620.00	0.00	80,620.00	0.00
110-13710-	Due From Federal Government	7,333.99	0.00	7,333.99	0.00
110-13731-	Due From State - Law Enforcement	16,000.00	0.00	16,000.00	0.00
110-13739-	Due From State - Other Grants	20,653.98	0.00	20,653.98	0.00
110-13771-	Due From JRT-Staff, Warehs & CC Reimb	4,224.86	0.00	4,224.86	0.00
110-14101-	Inventory of Office Supplies	1,276.57	369.70	677.42	968.85
110-14102--WETLD-	Inventory of Food - Wetlands	3,242.58	0.00	0.00	3,242.58
110-14103--WETLD-	Inventory of Uniforms - Wetlands	2,160.00	0.00	0.00	2,160.00
110-14104--WETLD-	Inventory of Cleaning Supplies - Wetlands	8,899.46	0.00	0.00	8,899.46
110-14201-	Inventory of Merch For Resale	101.50	0.00	0.00	101.50
110-14202-	Inventory - Visitor Center Gift Shop	21,308.87	0.00	0.00	21,308.87
110-15110-	Prepaid Insurance	198,492.72	0.00	77,202.93	121,289.79
	Total Assets	13,960,507.96	30,976,880.32	27,864,534.86	17,072,853.42
	Total Assets and Deferred Outflows of Resources	13,960,507.96	30,976,880.32	27,864,534.86	17,072,853.42
	Liabilities				
110-21120-	Accounts Payable	(424,785.99)	5,700,098.14	5,407,853.70	(132,541.55)
110-21121-	Sales Tax Payable	(4,055.00)	4,055.00	0.00	0.00
110-21170-	Payrolls Payable	(107,748.33)	107,748.33	0.00	0.00
110-21192-	E-Commerce Fees Payable	0.00	0.00	2,012.47	(2,012.47)
110-21211-	Social Security Taxes Payable	(6,680.39)	546,991.67	540,311.28	0.00
110-21212-	Withholding Taxes Payable	0.00	403,521.85	403,521.85	0.00
110-21214-	Medicare Taxes Payable	(1,562.35)	127,925.71	126,363.36	0.00
110-21220-	Employee Insurance Deductions Payable	(26,976.70)	208,152.58	171,439.49	9,736.39
110-21220-100-	Employee Insurance Deductions Payable - 2024 Flood	0.00	0.00	6,302.26	(6,302.26)
110-21220-IIIIB-	Employee Insurance Deductions Payable - III-B	0.00	2,095.68	2,095.73	(0.05)
110-21221-	Heritage Alliance Payable	(106.93)	7,604.60	6,565.89	931.78
110-21222-	Due to Museum	(13.70)	75.19	61.49	0.00
110-21229-	Other Employee Ins Deductions Payable	(5,221.00)	106,129.06	91,618.11	9,289.95

Town of Jonesborough
Year to Date Trial Balance
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Template Name: LGC
Created by:

Fund: 110 General Fund

AccountNumber	Account Description	Beginning Balance	Debits	Credits	Ending Balance
110-21229-100 -	Other Employee Ins Deductions Payable - 2024 Flood	0.00	0.00	2,937.82	(2,937.82)
110-21229-III B -	Other Employee Ins Deductions Payable - III-B	0.00	313.68	322.01	(8.33)
110-21241- -	Due State Retirement System	(4,081.70)	389,671.49	455,037.41	(69,447.62)
110-21294- -	United Way Payable	0.00	1,999.60	1,999.60	0.00
110-21294-100 -	United Way Payable - 2024 Flood	0.00	97.40	97.40	0.00
110-21294-III B -	United Way Payable - III-B	0.00	13.00	13.00	0.00
110-21298- -	Wetlands Season Pass Payable	0.00	80.00	902.84	(822.84)
110-21299- -	Miscellaneous P/R Deductions	0.00	17,226.45	17,743.81	(517.36)
110-21299-100 -	Miscellaneous P/R Deductions - 2024 Flood	0.00	0.00	827.48	(827.48)
110-21419- -	Due To Sanitation Fund	(4,552.84)	4,962.29	538.67	(129.22)
110-21430- -	Due To Capital Projects Fund-School K-8 Fund	(732.50)	0.00	0.00	(732.50)
110-21443- -	Due To Water And Sewer Fund	(50,806.16)	1,138,548.56	1,110,447.25	(22,704.85)
110-21520- -	Due To State Of Tennessee	0.00	591.69	962.03	(370.34)
110-21531- -	Due To Washington County Schools	(7,930.96)	7,930.96	0.00	0.00
110-21550- -	Due To Companies & Individuals	(3,272.38)	3,272.38	0.00	0.00
110-21890- -	Other Accrued Payables	(45,614.95)	45,614.95	0.00	0.00
110-22101- -	Deferred Revenue	(3,099,382.33)	8,000.00	0.00	(3,091,382.33)
110-22102- -	Deferred Revenue - Theatre	(8,147.31)	6,647.31	630.10	(2,130.10)
110-22103- -	Deferred Revenue - M Martin Arts Funds	(34,620.76)	0.00	0.00	(34,620.76)
110-22104- -	Deferred Revenue - 87 Post Office	(540,164.26)	0.00	0.00	(540,164.26)
110-22105- -	Deferred Revenue - 87 Storyteli Ctr	(443,511.77)	0.00	0.00	(443,511.77)
110-22106- -	Deferred Revenue - 87 Cell Tower	(2,666,836.54)	0.00	0.00	(2,666,836.54)
110-23102- -	Bonds Payable - V3 Realty, LLC	0.00	0.00	6,596.80	(6,596.80)
110-23103- -	Bonds Payable - Wolfe Dev	(5,700.00)	0.00	0.00	(5,700.00)
110-26001- -	Reserve - McKinney Scholarship Fund	(25,031.94)	0.00	0.00	(25,031.94)
110-26002- -	Reserve - SC Special Projects	(44,681.27)	0.00	0.00	(44,681.27)
110-26003- -	Reserve - Music On The Square	(24,574.92)	0.00	0.00	(24,574.92)
110-26004- -	Reserve - Driving School Tech Fees	(13,101.00)	0.00	0.00	(13,101.00)
110-26006- -	Reserve - Police Litigation	(83,698.28)	0.00	0.00	(83,698.28)
110-26007- -	Reserve - Volunteer Fire Dept	(1,006.29)	0.00	0.00	(1,006.29)
110-26008- -	Reserve - Campground Improvements	(23,907.16)	0.00	0.00	(23,907.16)
110-26009- -	Reserve - PS Electronic Citation Fee	(27,831.88)	0.00	0.00	(27,831.88)
110-26010- -	Reserve - Chucky Depot Museum	(10,180.93)	0.00	0.00	(10,180.93)
110-26011- -	Reserve - Veterans War Memorial	(15,193.28)	0.00	0.00	(15,193.28)
110-26012- -	Reserve - GF Debt Reserve	(1,615,672.98)	0.00	210,000.00	(1,825,672.98)
110-26013- -	Reserve - Main St Programs	(1,411.80)	0.00	0.00	(1,411.80)
110-26014- -	Reserve - Flag Replacement	(2,436.42)	0.00	0.00	(2,436.42)
110-26015- -	Reserve - Tree & Townscape	(2,535.57)	0.00	0.00	(2,535.57)
110-26016- -	Reserve - Recreation Fundraisers	(16,556.89)	0.00	0.00	(16,556.89)

Town of Jonesborough
Year to Date Trial Balance
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Template Name: LGC
Created by:

Fund: 110 General Fund

Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
110-26017-	Reserve - Repertory Theatre	(11,440.14)	0.00	0.00	(11,440.14)
110-26018-	Reserve - Clerk Elec Citation Fees	(8,227.61)	0.00	0.00	(8,227.61)
110-26019-	Reserve - Dog Park	(19,820.00)	0.00	0.00	(19,820.00)
110-26021-	Reserve - Cemetery Maintenance	(3,838.94)	0.00	0.00	(3,838.94)
110-26022-	Reserve - Martin Est Facilities	(24,867.99)	0.00	0.00	(24,867.99)
110-26023-	Reserve - SC State Appropriation	(20,202.90)	0.00	0.00	(20,202.90)
110-26024-	Reserve - Story Town Radio Show	(21,032.53)	0.00	0.00	(21,032.53)
110-26025-	Reserve - In Lieu Sidewalk Payments	(87,618.75)	0.00	0.00	(87,618.75)
110-26026-	Reserve - MM TN Neighbor Story Grant	(262.32)	0.00	0.00	(262.32)
110-26027-	Reserve - Paws in Blue	2,811.54	0.00	0.00	2,811.54
110-26028-	Reserve - Shop with a Cop/Cops for Kids	(22,262.50)	0.00	0.00	(22,262.50)
110-26032-	Reserve for Fire Department	(100.00)	0.00	0.00	(100.00)
110-26033-	Reserve for Jackson Theatre	(250,000.00)	0.00	0.00	(250,000.00)
110-26090-	Unspent Debt Proceeds	(10,470.95)	0.00	0.00	(10,470.95)
110-27100-	Fund Balance - Unreserved	(4,081,448.94)	245,000.00	11,546.46	(3,847,995.40)
110-27201-	Hope in Action Grant	(1,400.47)	0.00	0.00	(1,400.47)
	Total Liabilities	(13,960,507.96)	9,084,367.57	8,578,748.31	(13,454,888.70)
	Total Liabilities, Deferred Inflows of Resources, and	(13,960,507.96)	9,084,367.57	8,578,748.31	(13,454,888.70)
	Revenues				
	Total Revenues	0.00	2,397,095.10	20,748,875.89	(18,351,780.79)
	Total Expenditures	0.00	15,400,650.92	666,834.85	14,733,816.07
	Total Expenditures	0.00	17,797,746.02	21,415,710.74	(3,617,964.72)
	Total	0.00	17,797,746.02	21,415,710.74	(3,617,964.72)
	Fund Totals: 110	0.00	57,858,993.91	57,858,993.91	0.00

Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
Fund: 131	Solid Waste Management Fund				
	Assets				
131-11211-	Regular Checking	8,644.30	767,963.86	626,228.44	150,379.72
131-11221-	Regular Savings	47,174.91	5,000.00	0.00	52,174.91
131-13221-	Accounts Receivable - Customers	39,819.87	0.00	0.00	39,819.87
131-13229-	Est. Uncoll. A/R - Customers (Cr)	(3,981.99)	0.00	0.00	(3,981.99)
131-13611-	Due From General Fund	4,552.84	538.67	4,962.29	129.22
131-13644-	Due From Water and Sewer Fund Online Payments	43,290.37	237,610.37	308,210.21	(27,309.47)
131-15110-	Prepaid Insurance	16,148.00	0.00	3,143.52	13,004.48
	Total Assets	155,648.30	1,011,112.90	942,544.46	224,216.74
	Total Assets and Deferred Outflows of Resources	155,648.30	1,011,112.90	942,544.46	224,216.74
	Liabilities				
131-21120-	Accounts Payable	(13,280.15)	186,014.61	190,384.28	(17,649.82)
131-21121-	Sales Tax Payable	(99.00)	99.00	0.00	0.00
131-21170-	Payrolls Payable	(4,444.03)	4,444.03	0.00	0.00
131-21192-	E-Commerce Fees Payable	0.00	0.00	288.43	(288.43)
131-21211-	Social Security Taxes Payable	(275.53)	275.53	0.00	0.00
131-21214-	Medicare Taxes Payable	(64.44)	64.44	0.00	0.00
131-21229-	Other Employee Ins Deductions Payable	0.00	258.44	258.44	0.00
131-21241-	Due State Retirement System	(266.64)	266.64	0.00	0.00
131-21411-	Due To General Fund	(460.98)	139,160.82	149,131.37	(10,431.53)
131-21443-	Due To Water And Sewer Fund	(12,148.92)	24,085.17	11,936.25	0.00
131-26475-	Assigned for Capital Outlay	(47,174.91)	0.00	5,000.00	(52,174.91)
131-27100-	Fund Balance - Unreserved	(77,433.70)	5,000.00	0.00	(72,433.70)
	Total Liabilities	(155,648.30)	359,668.68	356,998.77	(152,978.39)
	Total Liabilities, Deferred Inflows of Resources, and	(155,648.30)	359,668.68	356,998.77	(152,978.39)
	Revenues				
	Total Revenues	0.00	13,316.30	454,522.03	(441,205.73)
	Total Expenditures	0.00	378,676.89	8,709.51	369,967.38
	Total Expenditures	0.00	391,993.19	463,231.54	(71,238.35)
	Total	0.00	391,993.19	463,231.54	(71,238.35)
	Fund Totals: 131	0.00	1,762,774.77	1,762,774.77	0.00

Fund: 171 Jackson Theatre Fund

Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
Assets					
171-11100-	Cash On Hand	0.00	500.00	0.00	500.00
171-11211-	Regular Checking	0.00	32,800.13	313,870.56	(281,070.43)
	Total Assets	0.00	33,300.13	313,870.56	(280,570.43)
Total Assets and Deferred Outflows of Resources					
		0.00	33,300.13	313,870.56	(280,570.43)
Liabilities					
171-21120-	Accounts Payable	0.00	199,455.46	315,649.73	(116,194.27)
171-21411-	Due To General Fund	0.00	264,356.35	276,545.04	(12,188.69)
	Total Liabilities	0.00	463,811.81	592,194.77	(128,382.96)
Total Liabilities, Deferred Inflows of Resources, and					
		0.00	463,811.81	592,194.77	(128,382.96)
Revenues					
	Total Revenues	0.00	245.00	32,764.94	(32,519.94)
	Total Expenditures	0.00	522,197.53	80,724.20	441,473.33
	Total Expenditures	0.00	522,442.53	113,489.14	408,953.39
Total					
		0.00	522,442.53	113,489.14	408,953.39
Fund Totals: 171					
		0.00	1,019,554.47	1,019,554.47	0.00

Fund: 311 K-8 Capital Project Fund

Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
Assets					
311-11211-	Regular Checking	252,635.00	12,850.72	69,135.66	196,350.06
311-11212-	Checking Account #2	12,850.72	0.00	12,850.72	0.00
311-13611-	Due From General Fund	732.50	0.00	0.00	732.50
311-13732-	Due From State - Parks/Recreation	632,159.47	0.00	0.00	632,159.47
311-13770-	Due From Other Local Government	500,000.00	0.00	0.00	500,000.00
	Total Assets	1,398,377.69	12,850.72	81,986.38	1,329,242.03
Total Assets and Deferred Outflows of Resources					
		1,398,377.69	12,850.72	81,986.38	1,329,242.03
Liabilities					
311-21120-	Accounts Payable	(649,455.02)	81,003.16	54,147.50	(622,599.36)
311-21411-	Due To General Fund	(1,273,640.28)	0.00	0.00	(1,273,640.28)
311-26291-	Restricted for AG Learning Center	(752,935.00)	0.00	0.00	(752,935.00)
311-27100-	Fund Balance - Unreserved	1,277,652.61	0.00	2,320.00	1,275,332.61
	Total Liabilities	(1,398,377.69)	81,003.16	56,467.50	(1,373,842.03)
Total Liabilities, Deferred Inflows of Resources, and					
		(1,398,377.69)	81,003.16	56,467.50	(1,373,842.03)
Revenues					
	Total Revenues	0.00	0.00	111,530.56	(111,530.56)
	Total Expenditures	0.00	277,208.62	121,078.06	156,130.56
	Total Expenditures	0.00	277,208.62	232,608.62	44,600.00
	Total	0.00	277,208.62	232,608.62	44,600.00
	Fund Totals: 311	0.00	371,062.50	371,062.50	0.00

Fund: 334	Health Reimbursement Fund	Account Description	Beginning Balance	Debits	Credits	Ending Balance
334-11211-	- -	Assets				
		Regular Checking	194,653.50	38,006.15	43,826.63	188,833.02
		Total Assets	194,653.50	38,006.15	43,826.63	188,833.02
		Total Assets and Deferred Outflows of Resources	194,653.50	38,006.15	43,826.63	188,833.02
		Liabilities				
334-27100-	- -	Fund Balance - Unreserved	(194,653.50)	0.00	0.00	(194,653.50)
		Total Liabilities	(194,653.50)	0.00	0.00	(194,653.50)
		Total Liabilities, Deferred Inflows of Resources, and	(194,653.50)	0.00	0.00	(194,653.50)
		Revenues				
		Total Revenues	0.00	0.00	34,740.00	(34,740.00)
		Total Expenditures	0.00	44,310.86	3,750.38	40,560.48
		Total Expenditures	0.00	44,310.86	38,490.38	5,820.48
		Total	0.00	44,310.86	38,490.38	5,820.48
		Fund Totals: 334	0.00	82,317.01	82,317.01	0.00

Town of Jonesborough
Year to Date Trial Balance
December 2024

Fund: 413	Water & Sewer Fund	Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
			Assets				
		413-11100-	Cash On Hand	400.00	0.00	0.00	400.00
		413-11211-	Regular Checking	332,840.58	5,461,681.92	5,712,331.88	82,190.62
		413-11212-	1st Tennessee - Water Revenue	161,971.13	7,159,451.18	5,323,828.33	1,997,593.98
		413-11221-	Regular Savings	57,890.69	19.44	0.00	57,910.13
		413-11241-	Cash In Bank - Money Market/Account	574,292.90	1,354.47	0.00	575,647.37
		413-13221-	Accounts Receivable - Customers	413,416.67	0.00	0.00	413,416.67
		413-13229-	Est. Uncoll. A/R - Customers (Cr)	(41,341.67)	0.00	0.00	(41,341.67)
		413-13291-	Other Accounts Receivable	1,603.81	0.00	1,603.81	0.00
		413-13600-	Due From Other Funds	0.00	5,405.74	26,727.65	(21,321.91)
		413-13611-	Due From General Fund	50,806.16	240,757.70	247,537.10	44,026.76
		413-13617-	Due From Solid Waste Fund	12,148.92	11,936.25	24,085.17	0.00
		413-13702-	Due from Washington County - Water Line Projects	312,124.28	0.00	243,070.63	69,053.65
		413-13711-	Due from EDA - WWTP Phase II	287,590.17	0.00	287,590.17	0.00
		413-13733-	Due from State - TDEC Grant	100,559.65	0.00	0.00	100,559.65
		413-13734-	Due from State - TDEC Grant	743.88	0.00	0.00	743.88
		413-13735-	Due from State - TDOT Grant	173,999.31	0.00	173,999.31	0.00
		413-14131-	Inventory Of Parts	363,721.62	0.00	0.00	363,721.62
		413-14911-	Land and Easements - Water	790,213.57	0.00	0.00	790,213.57
		413-14912-	Land and Easements - Sewer	98,480.45	0.00	0.00	98,480.45
		413-14921-	Pump Stations	711,286.38	0.00	0.00	711,286.38
		413-14922-	Fleet Maintenance Facility	994,058.09	0.00	0.00	994,058.09
		413-14923-	Wastewater Admin Building	434,118.79	0.00	0.00	434,118.79
		413-14924-	Compost Building	215,406.48	0.00	0.00	215,406.48
		413-14925-	JC/Jonesborough Water Lines Pump Station	1,072.73	0.00	0.00	1,072.73
		413-14926-	Water Booster Stations	28,000.00	0.00	0.00	28,000.00
		413-14927-	Sewer Pump Stations	45,925.00	0.00	0.00	45,925.00
		413-14928-	EDA-Wash Cnty/Indust Prk WL Constr	724,836.32	5,628.40	0.00	730,464.72
		413-14931-	Fencing	113,180.96	0.00	0.00	113,180.96
		413-14932-	EDA-Wash Cnty/Indust Prk SL Constr	371,600.68	30,131.59	0.00	401,732.27
		413-14933-	North Cherokee Sewer Extension	4,200.00	0.00	0.00	4,200.00
		413-14942-	Water Equipment	3,542,296.80	0.00	0.00	3,542,296.80
		413-14943-	Sewer Equipment	1,513,730.04	0.00	0.00	1,513,730.04
		413-14945-	Office Equipment	127,695.88	0.00	0.00	127,695.88
		413-15110-	Prepaid Insurance	98,345.14	0.00	0.00	98,345.14
		413-16200-	Buildings	30,104.60	0.00	0.00	30,104.60
		413-16412-	Vehicles	157,534.00	0.00	0.00	157,534.00
		413-16413-	Vehicles - Compost	60,326.50	0.00	0.00	60,326.50
		413-16414-	Vehicles - Sewer	116,659.00	0.00	0.00	116,659.00

Fund: 413	Water & Sewer Fund	Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
413-16421-	-	-	Machinery and Equipment - Compost	515,959.22	0.00	0.00	515,959.22
413-16490-	-	-	Allowance For Depreciation	(31,688,018.51)	0.00	0.00	(31,688,018.51)
413-16501-	-	-	CIP - Water Treatment Plant Upgrade	951,525.00	0.00	0.00	951,525.00
413-16502-	-	-	CIP - Transmission Lines Upgrade	592,800.00	0.00	0.00	592,800.00
413-16502-	-5100	-	CIP - Transmission Lines Upgrade - USDA	11,250.00	0.00	0.00	11,250.00
413-16504-	-	-	CIP - Washington County Water Lines	1,154,347.04	0.00	1,154,347.04	0.00
413-16610-	-	-	Water Plant In Operation	11,995,378.11	0.00	0.00	11,995,378.11
413-16611-	-	-	Water Lines and Improvements	20,676,016.56	0.00	0.00	20,676,016.56
413-16612-	-	-	Water Line Extensions	135,106.99	0.00	0.00	135,106.99
413-16612-	-400	-	Water Line Extensions - Big Wood Road	35,732.34	0.00	0.00	35,732.34
413-16620-	-	-	Water Line Extensions - Slaughter House	0.00	9,159.08	0.00	9,159.08
413-16621-	-	-	Sewer Plant In Operation	14,086,622.22	0.00	0.00	14,086,622.22
413-16630-	-	-	Sewer Lines and Improvements	7,320,079.63	0.00	0.00	7,320,079.63
413-16751-	-	-	Water Treatment Plant In Operation	4,800,307.51	0.00	0.00	4,800,307.51
413-18165-	-	-	Computer Software	22,062.50	0.00	0.00	22,062.50
413-18165-	-	-	Meters	4,482,119.00	0.00	0.00	4,482,119.00
Total Assets				48,073,127.12	12,925,525.77	13,227,901.79	47,770,751.10
413-19100-	-	-	Deferred Outflows - Pensions	728,549.00	0.00	0.00	728,549.00
Total Deferred Outflows of Resources				728,549.00	0.00	0.00	728,549.00
Total Assets and Deferred Outflows of Resources				48,801,676.12	12,925,525.77	13,227,901.79	48,499,300.10
Liabilities							
413-21120-	-	-	Accounts Payable	(141,441.33)	2,652,521.52	2,571,366.10	(60,285.91)
413-21170-	-	-	Payrolls Payable	(50,675.78)	50,675.78	0.00	0.00
413-21192-	-	-	E-Commerce Fees Payable	0.00	731.45	53,303.37	(52,571.92)
413-21193-	-	-	Credit Card Fees Payable	(8,175.34)	0.00	0.00	(8,175.34)
413-21210-	-	-	Social Security Taxes Payable - Long-term	(27,694.02)	0.00	0.00	(27,694.02)
413-21211-	-	-	Social Security Taxes Payable	(17,448.17)	3,141.90	0.00	(14,306.27)
413-21214-	-	-	Medicare Taxes Payable	(4,080.62)	734.80	0.00	(3,345.82)
413-21215-	-	-	Medicare Taxes Payable - LT	(6,476.83)	0.00	0.00	(6,476.83)
413-21220-	-	-	Employee Insurance Deductions Payable	0.00	0.00	12.28	(12.28)
413-21229-	-	-	Other Employee Ins Deductions Payable	0.00	4,477.15	4,477.15	0.00
413-21241-	-	-	Due State Retirement System	(16,851.70)	3,006.92	0.00	(13,844.78)
413-21242-	-	-	Due State Retirement System - LT	(26,800.67)	0.00	0.00	(26,800.67)
413-21295-	-	-	Due to United Way - Hand Up Program	(8.00)	0.00	550.82	(18.96)
413-21298-	-	-	Wetlands Season Pass Payable	0.00	240.00	0.00	240.00
413-21300-	-	-	Net Pension Liability	93,140.00	0.00	0.00	93,140.00
413-21411-	-	-	Due To General Fund	(6,540.88)	2,172,053.68	2,325,130.65	(159,617.85)
413-21412-	-	-	Due To General Fund - Supplies	(152.41)	53.52	292.56	(391.45)

AccountNumber	Account Description	Beginning Balance	Debits	Credits	Ending Balance
Fund: 413	Water & Sewer Fund				
413-21413-	Due To General Fund - Online Payments	(10,202.45)	116,742.79	106,540.34	0.00
413-21420-	Due To Sanitation Fund - AD & Online Payments	(43,290.37)	284,110.61	213,510.77	27,309.47
413-21510-	Unearned Federal Grant Funds - ARP	(123,359.24)	0.00	0.00	(123,359.24)
413-21530-	Due To County Government	(24,875.00)	0.00	0.00	(24,875.00)
413-21631-	Bonds Payable - Current Portion	(290,000.00)	0.00	0.00	(290,000.00)
413-21731-	Notes Payable - Current Portion - RDA	(69,242.77)	0.00	0.00	(69,242.77)
413-21732-	Notes Payable - Current Portion	(389,363.74)	0.00	0.00	(389,363.74)
413-21810-	Accrued Interest Payable	(79,840.18)	0.00	0.00	(79,840.18)
413-21840-	Accrued Leave	(446,677.77)	0.00	0.00	(446,677.77)
413-21850-	Accrued Leave - Current Portion	(230,746.32)	0.00	0.00	(230,746.32)
413-21930-	County Water Line - Labor Unearned	(5,776.28)	0.00	0.00	(5,776.28)
413-23104-	2012A Rd Bonds Payable (1.15M)	(900,094.79)	11,969.79	0.00	(888,125.00)
413-23105-	Prin-2021 Refunding Bonds (2.59M)	(2,270,000.00)	0.00	0.00	(2,270,000.00)
413-23106-	Premium 2021 Refunding Bonds (4.05M)	(275,168.80)	0.00	0.00	(275,168.80)
413-23107-	Prin-2021 Refunding Bonds (4.05M)	(3,340,000.00)	0.00	0.00	(3,340,000.00)
413-23108-	2013 Rd Bonds Payable (2.21M)	(1,776,033.40)	22,435.44	0.00	(1,753,597.96)
413-23109-	2013 Capital Outlay Note (\$460K)	(14,834.32)	18,318.92	0.00	3,484.60
413-23112-	2022 Capital Outlay Note Payable - \$4.75M	(4,075,000.00)	345,000.00	0.00	(3,730,000.00)
413-23113-	2022A Capital Outlay Note Payable - \$1.25M	(1,090,000.00)	0.00	0.00	(1,090,000.00)
413-27100-	Fund Balance - Unreserved	(4,891,937.11)	0.00	0.00	(4,891,937.11)
413-28000-	Retained Earnings	(28,201,922.83)	0.00	9,392.61	(28,211,315.44)
	Total Liabilities	(48,761,571.12)	5,686,754.13	5,284,576.65	(48,359,393.64)
413-25830-	Deferred Inflows - Pensions	(40,105.00)	0.00	0.00	(40,105.00)
	Total Deferred Inflows of Resources	(40,105.00)	0.00	0.00	(40,105.00)
	Total Liabilities, Deferred Inflows of Resources, and	(48,801,676.12)	5,686,754.13	5,284,576.65	(48,399,498.64)
	Revenues				
	Total Revenues	0.00	577,483.87	6,706,568.48	(6,129,184.61)
	Total Expenditures	0.00	6,189,520.59	160,137.44	6,029,383.15
	Total Expenditures	0.00	6,767,004.46	6,866,805.92	(99,801.46)
	Total	0.00	6,767,004.46	6,866,805.92	(99,801.46)
	Fund Totals: 413	0.00	25,379,284.36	25,379,284.36	0.00

Fund: 619	Drug Enforcement Fund	Account Number	Account Description	Beginning Balance	Debits	Credits	Ending Balance
			Assets				
619-11211-	- -		Regular Checking	111,370.05	34,110.76	2,000.00	143,480.81
619-15110-	- -		Prepaid Insurance	1,790.00	0.00	0.00	1,790.00
			Total Assets	113,160.05	34,110.76	2,000.00	145,270.81
			Total Assets and Deferred Outflows of Resources	113,160.05	34,110.76	2,000.00	145,270.81
			Liabilities				
619-21120-	- -		Accounts Payable	0.00	2,000.00	2,000.00	0.00
619-27100-	- -		Fund Balance - Unreserved	(113,160.05)	0.00	0.00	(113,160.05)
			Total Liabilities	(113,160.05)	2,000.00	2,000.00	(113,160.05)
			Total Liabilities, Deferred Inflows of Resources, and	(113,160.05)	2,000.00	2,000.00	(113,160.05)
			Revenues				
			Total Revenues	0.00	0.00	34,110.76	(34,110.76)
			Total Expenditures	0.00	4,000.00	2,000.00	2,000.00
			Total Expenditures	0.00	4,000.00	36,110.76	(32,110.76)
			Total	0.00	4,000.00	36,110.76	(32,110.76)
			Fund Totals: 619	0.00	40,110.76	40,110.76	0.00

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

DATE: January 13, 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. Jonesborough Locally Grown Activity

Town of Jonesborough
Current Year Property Tax Billing
As of December 31, 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	2,702,151
Public Utilities	-	-
Total Billings	2,842,104	2,702,151
<u>Adjustments:</u>		
Real and Personal Reductions	(2,936)	(756)
Real and Personal Pick-ups	2,040	634
Adjusted Tax Billing	2,841,208	2,702,029
<u>Payments:</u>		
Real, Personal and Public Utility	56.43% <u>(1,603,193)</u>	41.19% <u>(1,113,063)</u>
Property Tax Outstanding	43.57% <u><u>1,238,015</u></u>	58.81% <u><u>1,588,966</u></u>
<u>Reconciliation to Open Tax Listing:</u>		
Real and Personal	1,238,015	1,588,966
Public Utilities	-	-
Total Open Tax List	1,238,015	1,588,966
 Difference	 -	 -

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

Tax Year	Amount Billed	6/30/2024 Balance	Collected	Adjustments	10/31/2024 Balance	% Collected
2013	\$ 1,683,183	\$ 1,127	\$ -	\$ -	\$ 1,127	99.93%
2014	1,698,685	1,968	-	-	1,968	99.88%
2015	1,714,059	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	6,289	(17)	6,487	99.69%
2023	2,701,691	112,428	48,348	(42)	64,038	97.63%
Totals		\$ 138,493	\$ 54,716	\$ (59)	\$ 83,718	

2024 Real and Personal Taxes Billed	2,842,104	
2024 Public Utility Taxes Billed	-	
Collected Through 12/31/2024	(1,603,193)	56.43%
Total Adjustments:		
Reductions	(2,936)	
Pick-ups	2,040	
Balance 2024 Property Taxes	<u>1,238,015</u>	
Total Outstanding Property Taxes	<u><u>1,321,733</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	259,434.92	8.06%	-0.89%
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	\$ 944,562.08		

Jonesborough Locally Grown

Profit and Loss by Class

January - December 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Income				
Fundraising Events				\$0.00
Farm to Table Dinner Sponsors			22,000.00	\$22,000.00
Farm to Table Dinner Ticket Sales			25,694.42	\$25,694.42
Special Dinners/Events			2,769.00	\$2,769.00
Sponsorships		7,250.00		\$7,250.00
Total Fundraising Events		7,250.00	50,463.42	\$57,713.42
Grants				
FMPP (USDA)			40,505.01	\$40,505.01
Other Grants	2,000.00	4,000.00		\$6,000.00
SCBG (thru TDA)	4,710.09			\$4,710.09
TAEP (thru TDA)		1,500.00		\$1,500.00
Town of Jonesborough - Utilities	4,761.97			\$4,761.97
Total Grants	11,472.06	5,500.00	40,505.01	\$57,477.07
Memberships			14,018.84	\$14,018.84
Other Contributions				
Credit card cash back	25.00		465.00	\$490.00
Donation - general	577.00	92.00	13,573.79	\$14,242.79
Donations - designated	1,023.00		75.00	\$1,098.00
Farm Fresh Fit Walking Program	188.00	18,290.50		\$18,478.50
Interest Earned			314.26	\$314.26
Total Other Contributions	1,813.00	18,382.50	14,428.05	\$34,623.55
Program Service Revenue				
Local food sales	-1,315.05	0.00		\$ -1,315.05
BSM events	8,338.23			\$8,338.23
BSM Kitchen Sales	40,841.32			\$40,841.32
Build It Up Reimbursement	2,755.00	395.00		\$3,150.00
Catering	980.00			\$980.00
DTC Sales	206,433.50			\$206,433.50
DUFB Reimbursement	680.00	1,363.00		\$2,043.00
NKC Reimbursement	7.00	2,218.73		\$2,225.73
Produce Prescription Reimbursement	1,534.00	940.00		\$2,474.00
Token Sales for FM		12,040.10		\$12,040.10
Wholesale Sales	159,525.01			\$159,525.01
Total Local food sales	419,779.01	16,956.83		\$436,735.84
Program Fee Income				
Vendor Fees	3,822.58	5,627.08		\$9,449.66
Total Program Fee Income	3,822.58	5,627.08		\$9,449.66
Total Program Service Revenue	423,601.59	22,583.91		\$446,185.50

Jonesborough Locally Grown

Profit and Loss by Class

January - December 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Sales of Promotional Products	1,783.37	1,157.00	40.00	\$2,980.37
Total Income	\$438,670.02	\$54,873.41	\$119,455.32	\$612,998.75
GROSS PROFIT	\$438,670.02	\$54,873.41	\$119,455.32	\$612,998.75
Expenses				
Administrative				\$0.00
Donor Management Software Fee/Expense			3,168.56	\$3,168.56
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			762.24	\$762.24
Professional memberships			75.00	\$75.00
Taxes and License Fees	0.00			\$0.00
Annual Registration Fee	365.00			\$365.00
Beer Permit	100.00			\$100.00
Business License Fee			248.46	\$248.46
Charitable Solicitation Fee			20.00	\$20.00
Sales Tax Paid	14,277.00			\$14,277.00
Total Taxes and License Fees	14,742.00		268.46	\$15,010.46
Total Administrative	14,742.00		6,151.97	\$20,893.97
cash on hand	0.00			\$0.00
Facilities and Equipment				\$0.00
Property Expense				\$0.00
Furnishings	332.85			\$332.85
Maintenance and Repair Costs	3,110.55			\$3,110.55
Total Property Expense	3,443.40			\$3,443.40
Utilities				\$0.00
Electric	8,830.30			\$8,830.30
Gas	1,263.20			\$1,263.20
Phone/internet	1,281.47			\$1,281.47
Total Utilities	11,374.97			\$11,374.97
Total Facilities and Equipment	14,818.37			\$14,818.37
Operations				\$0.00
Bank and Credit Card Fees	9,262.60	388.45	1,149.42	\$10,800.47
Farm to Table Dinner Expenses			13,000.48	\$13,000.48
Mileage/Travel expenses			224.91	\$224.91
Musicians	420.00	1,800.00	100.00	\$2,320.00

Jonesborough Locally Grown

Profit and Loss by Class

January - December 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Printing		38.00	992.98	\$1,030.98
Program Expense (food)				\$0.00
Catering	196.42			\$196.42
Donation In-Kind (JAMA)	136.82			\$136.82
DTC	166,918.91	0.00		\$166,918.91
Events	5,176.19		199.85	\$5,376.04
Kitchen	15,265.11			\$15,265.11
Wholesale	120,851.89			\$120,851.89
Total Program Expense (food)	308,545.34	0.00	199.85	\$308,745.19
Program Expense (non-food)				\$0.00
Farm Fresh Fit Walking Expenses		0.00		\$0.00
Token Payments for FM		34,973.00	43.00	\$35,016.00
Total Program Expense (non-food)		34,973.00	43.00	\$35,016.00
Promotions		285.08		\$285.08
Advertising	3,733.52	330.00	944.66	\$5,008.18
Promotional Materials	90.78		732.22	\$823.00
Promotional Products (t-shirts, totes, cookbooks)	259.90	1,362.61	3,556.92	\$5,179.43
Total Promotions	4,084.20	1,977.69	5,233.80	\$11,295.69
Service Expenses				\$0.00
Dishwasher	3,884.42			\$3,884.42
Kitchen Linens	1,226.21			\$1,226.21
Pest Control	252.00			\$252.00
Rentals for events		115.00		\$115.00
Shopkeep	403.03			\$403.03
Subscriptions/Shopping Memberships	110.00		70.80	\$180.80
Web hosting/services			843.00	\$843.00
Total Service Expenses	5,875.66	115.00	913.80	\$6,904.46
Supplies	15.00	311.21		\$326.21
Cleaning Supplies	75.54			\$75.54
Food Service Consumables	4,948.76			\$4,948.76
Kitchen Supplies	230.90			\$230.90
Office Supplies	1,081.05	50.25	347.27	\$1,478.57
Paper Products	1,204.01			\$1,204.01
Total Supplies	7,555.26	361.46	347.27	\$8,263.99
Total Operations	335,743.06	39,653.60	22,205.51	\$397,602.17
Personnel Expenses			29.00	\$29.00
Contract Services				\$0.00
Farmers Market Stipend		800.00		\$800.00
Total Contract Services		800.00		\$800.00

Jonesborough Locally Grown

Profit and Loss by Class

January - December 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Employees				\$0.00
Hourly	55,201.36		11,938.94	\$67,140.30
Salaried	25,987.37		23,607.78	\$49,595.15
IRA match	3,108.28		1,900.16	\$5,008.44
Total Salaried	29,095.65		25,507.94	\$54,603.59
Total Employees	84,297.01		37,446.88	\$121,743.89
Payroll Expense			34,671.76	\$34,671.76
Unemployment Tax (SUTA)			225.78	\$225.78
Total Payroll Expense			34,897.54	\$34,897.54
QuickBooks Direct Deposit Fee			372.75	\$372.75
Workers Comp Insurance (AccidentFund)			1,418.00	\$1,418.00
Total Personnel Expenses	84,297.01	800.00	74,164.17	\$159,261.18
Total Expenses	\$449,600.44	\$40,453.60	\$102,521.65	\$592,575.69
NET OPERATING INCOME	\$ -10,930.42	\$14,419.81	\$16,933.67	\$20,423.06
NET INCOME	\$ -10,930.42	\$14,419.81	\$16,933.67	\$20,423.06

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

DATE: January 13, 2024 **AGENDA ITEM #:** 2-a

SUBJECT: Mayor Communications – Committee Appointment

Historic Zoning Commission

Appoint Michael Kieta to fill a vacant term expiring September, 2027.

Jonesborough Planning Commission

Appoint Darrel Fowler to fill a vacant term expiring August, 2026.

JRT Board of Directors

Appoint Nansee Williams to fill a vacant term expiring June, 2025.

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

DATE: January 13, 2024 AGENDA ITEM #: 7-A-1

SUBJECT: Special Event Application – St. Paddy’s Celebration

BACKGROUND:

Main Street Jonesborough is planning activities on Saturday, March 15th in celebration of St. Patrick's Day for the 9th year in a row.

We will host the event as we did last year, kicking off the event with the parade. The route will go down Boone Street, Main Street, take a right and back to the library parking lot. Adjustments will be made as public safety deems appropriate.

Plans are underway for the 5th annual St. Paddy's Fun Run which will begin and end at the Storytelling Center, kicking off at 3 p.m. The route will be the same as last year:

- 2:15 p.m. – 3 p.m. staff member welcome runners on the Plaza of the Storytelling Center
- 3 p.m. the run will begin at the Storytelling Center, they will go down Main Street, take a left onto 2nd Avenue, down the walking trail, left onto 3rd Avenue and right onto Depot Street for a free small pour of beer or root beer, then back onto Depot Street, left onto 3rd avenue, right onto the walking trail. They will stay on the walking trail until they hit 1st Avenue and will take a left, then take a right onto Main Street and end back at the Storytelling Center.
- I will notify the brewery and we will continue to notify the public that Police will be assisting with traffic control and ensuring pedestrian safety but will be wrapped up by 5pm.

Following the run, we are planning to host Shamrockin' on the Plaza, which will take place in front of the Storytelling Center. It will be from 4 to 7 p.m. with a Celtic Band playing at 5pm and Main Street Café and Catering selling Depot Street Beer and serving Irish foods.

The Appalachian Highland Celts have reached out with interest in returning to host demos and hands-on experiences for visitors to try their hand at the Highland Games. This portion of the event would take place in Storytelling Park throughout the day. We plan to work with the county to turn the clocktower green the week of the St. Paddy's holiday to create a fun and festive way to get folks excited for the event. Our

goal is to increase economic impact through this event as well as offering family-fun activities. Jonesborough's St. Paddy's Celebration encourages locals and visitors to engage with Jonesborough as well as driving foot traffic in the stores and restaurants.

The following is part of the Security Plan and Street Closure Request:

Security Plan- Parking

- A. Main Street needs to be blocked to all motorized traffic starting Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 15.
- B. Handicap Parking- Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk.
- C. Vendor Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot.
- D. Downtown Merchant Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot

Street Closure Request

- A. Main Street from Fox Street to Second Avenue needs to have a soft closure starting on Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 15.
- B. East and West sides of the Courthouse will be closed starting at 5:00 pm on Friday for vendor set-up and stay closed until Saturday evening at 9 p.m.
- C. Close Boone Street for Parade on Saturday, March 15 approx. 10:30 a.m. - 12 p.m.
- D. Any other streets will be closed by the Police Department on an as needed basis.

RECOMMENDATION:

Approve Jonesborough St. Paddy's Celebration events to be held on Saturday, March 15, 2025, including the parade and street closure request, as presented.

MEMO

To: Glenn Rosenoff, Town Administrator
From: Cameo Waters, Tourism & Main Street Director
Date: January 3, 2025
RE: Jonesborough's St. Paddy's Celebration

Main Street Jonesborough is planning activities on Saturday, March 15 in celebration of St. Patrick's Day for the 9th year in a row. We will host the event as we did last year, kicking off the event with the parade. The route will go down Boone Street, Main Street, take a right and back to the library parking lot. But adjustments will be made as public safety deems appropriate.

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- I will notify the brewery and we will continue to notify the public that Police will be assisting with traffic control and ensuring pedestrian safety but will be wrapped up by 5pm.

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The Appalachian Highland Celts have reached out with interest in returning to host demos and hands-on experiences for visitors to try their hand at the Highland Games. This portion of the event would take place in Storytelling Park throughout the day. We plan to work with the county to turn the clocktower green the week of the St. Paddy's holiday to create a fun and festive way to get folks excited for the event. Our goal is to increase economic impact through this event as well as offering family-fun activities. Jonesborough's St. Paddy's Celebration encourages locals and visitors to engage with Jonesborough as well as driving foot traffic in the stores and restaurants.

Thanks,
Cameo Waters

**St. Paddy's Celebration 2025
Special Event Permit Application**

1. **Hold Harmless Agreement-** Not required since this is a Town event

2. **List of pre-events and post-events-** None
3. **Map with city streets-** See attached
4. **Outline of your publicity plan-** Event organizers will work closely with the Marketing team and will utilize the below forms of marketing to promote the event.
 - **Press Releases**

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

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

Creation and updates are made by the Website and Marketing Specialist. We will utilize jonesboroughtn.org and jonesborough.com
 - **Post Event Publicity**

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

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

Thousands of programs will be printed and made available online. These are distributed throughout Town, during the events, and in the surrounding areas.
5. **Security Plan-** Parking
 - A. Main Street needs to be blocked to all motorized traffic starting Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 15.
 - A. Handicap Parking- Visitor's Center parking lot, spaces next to the Christian Church on Fox Street and spaces in front of Boone Street Market and the Visitors Center parking lot beside the sidewalk
 - B. Vendor Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot
 - C. Downtown Merchant Parking- Parson's Table, Courthouse Parking Lot and UT Extension Lot

6. **Emergency Plan-** We will leave 15' on Main Street and beside the Courthouse for emergency vehicles passing.

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

8. **Proof of your liability insurance-** This is a town sponsored event and is covered by our TML policy. We do require Tennessee Hills to add the Town of Jonesborough as an "Additional Insured" on their insurance policy, if they choose to participate.

9. **Anticipated vendors and concession booth list:** Craft and Food Vendors are being finalized. List will be provided 48 hours prior to event. We have space for 4 food vendors and 20 craft vendors.

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

A. Highland game demo area will be setup up in Jimmy Neil Smith Park on Friday.

C. Small sound system will be set-up in front of Storytelling Center for music during the day and the band that evening.

11. **Clean-up Plan-** Jonesborough Public Works and Street Departments will clean streets and collect garbage the evening before and the evening after the festival. We will place extra receptacles on Main Street and on the Plaza of the Storytelling Center. Town employees will provide assistance cleaning during festival hours.

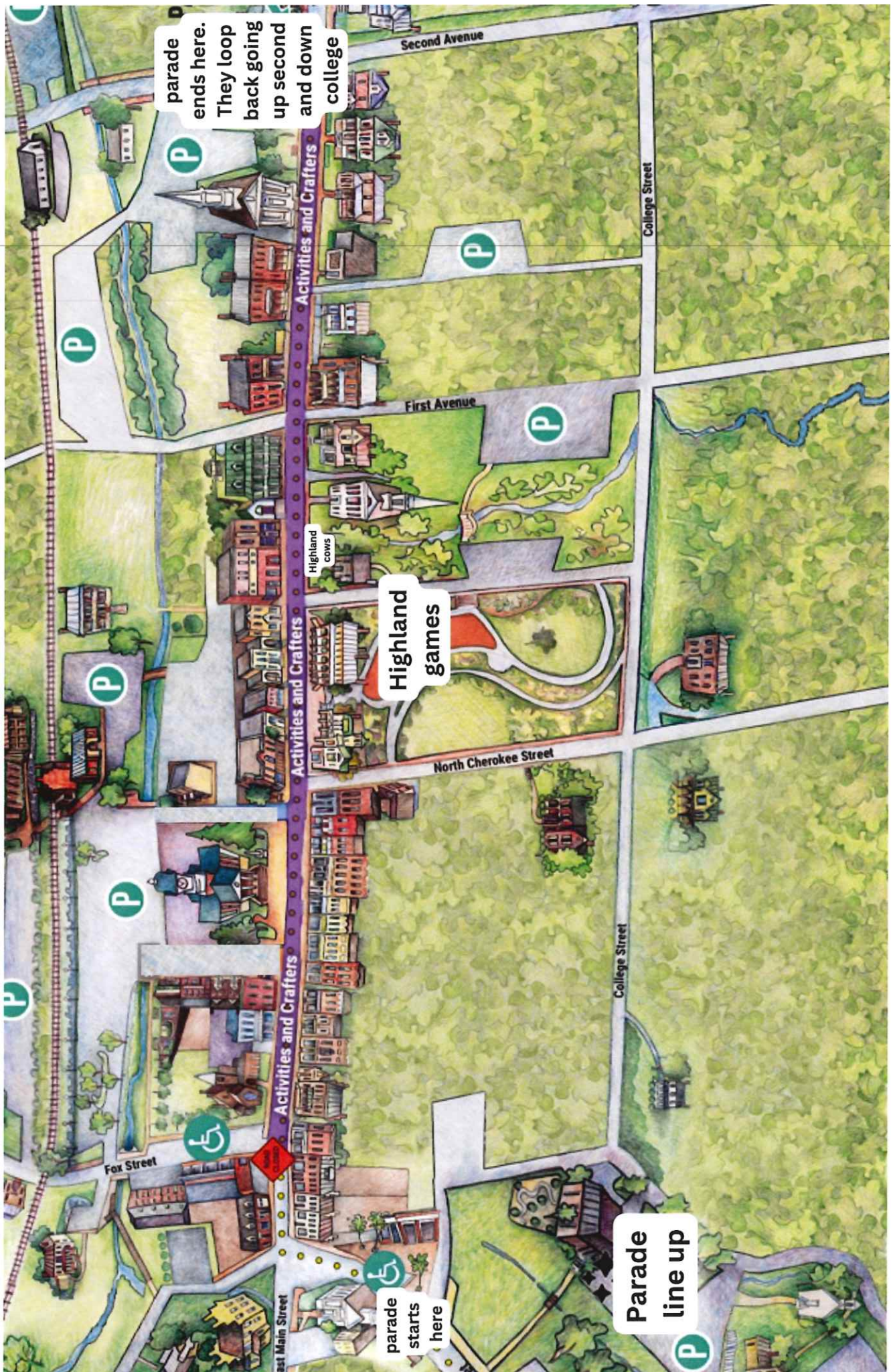
12. **Street Closure Request-**

B. Main Street from Fox Street to Second Avenue needs to have a soft closure starting on Friday, March 14 by 6 p.m. for vendors to set-up. The streets need to officially close that evening by 10 p.m. and remain closed until 8 p.m. on Saturday March 15.

C. East and West sides of the Courthouse will be closed starting at 5:00 pm on Friday for vendor set-up and stay closed until Saturday evening at 9 p.m.

D. Close Boone Street for Parade on Saturday, March 15 approx. 10:30 a.m. - 12 p.m.

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



parade ends here. They loop back going up second and down college

Highland games

parade starts here

Parade line up

Activities and Crafters

Highland cows

Second Avenue

First Avenue

North Cherokee Street

Fox Street

East Main Street

College Street

College Street

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

DATE: January 13, 2024 **AGENDA ITEM #:** 7-A-2

SUBJECT: Special Event Application – Market & Mingle – Jonesborough Locally Grown

BACKGROUND:

Jonesborough Locally Grown has submitted a Special Event Permit Application for a "Market and Mingle" on April 26, 2025. The hours of the event would be from 10:00 AM to 2:00 PM with an estimated 500 people attending. A request for street closure is included from 8:00 AM to 4:00 PM. The closure includes Main Street between 2nd Avenue and Fox Street for the purpose of permitting vendor booths. The number of anticipated vendors is currently thirty. Exhibit 3 identifies the safety measures necessary which has been submitted to Public Safety.

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

RECOMMENDATION:

Approve the Jonesborough Locally Grown Special Event Permit Application for a "Market and Mingle" on April 26, 2025, including road closure, as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

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

12-1002 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.

12-1003 Jonesborough Municipal Code

Person(s) completing Application	Date
Name <u>Emily Lamb</u>	<u>12/10/24</u>
Address <u>101 Boone Street</u> <u>Jonesborough, TN 37659</u>	
Phone <u>214-662-6651</u> Fax <u>none</u>	
Email <u>emily@jonesboroughlocallygrown.org</u>	

Instructions:

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

Sponsoring Organization Information:

Name Jonesborough Locally Grown

Purpose Connect farmers, food and the community to grow a vibrant local food system through Jonesborough Farmers Market, Boone Street Market, and various events

Is this a recurring Special Event? Yes No

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

Event Information:

Name of Event Market & Mingle April 24, 2025

Description & Purpose of Event As a kickoff event to the farmers market season, JLG vendors, Downtown merchants, and other community partners are invited to set up a booth to meet the community.

Dates and hours of event 04/26/25 10 AM to 2pm Silent Auction fundraiser as well
Street closure 8am to 4pm Estimated number expected to attend 500

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

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

Required Exhibits to Application

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

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

Request for Services from the Town of Jonesborough

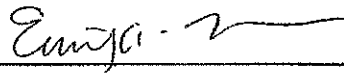
Please indicate any services you request for your event from the Town of Jonesborough*. (A fee may be Levied by the Town for additional services per the Municipal Code, see 12-1007)

- Police and Security
- Street Cleaning
- Signage
- Use of facilities – Facility restrooms, ISC plaza Dates & Hours 4/12 & 12/5 8am to 4pm
- Communications and/or publicity
- Refuse Collection
- Event Preparation/Beautification
- Parking
- Space and staffing needs will work w/ ISC staff for space rental

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

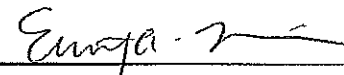
Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

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

Date: 12/10/24 Signature: 
Print Name: Emily Lamb
Title: Interim Executive Director
Witness: _____

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

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

Date: 12/10/24 Signature: 
Print Name: Emily Lamb
Title: Interim Executive Director
Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 10th day of December, 20 24, in the Town of Jonesborough, County of Washington, State of Tennessee

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

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

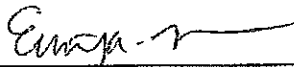
SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Jonesborough Locality Group

By: 

Printed Name: Emily Lamb

Title: Interim Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 10th of December, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026
~~04-26-20~~



Required Exhibits to Event Application – Market and Mingle 2025 – April 26, 10 am to 2 pm

1. Hold Harmless Agreement – included with application.
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
 - a. A more detailed map may be available upon request. Details are still being finalized.
4. Outline of publicity plan
 - a. Weekly emailed newsletter in The Locally Grown Beet (example on page 2)
 - b. Social media posts and boosted Facebook event (<https://www.facebook.com/events/7573216799407840>) leading up to the event
 - c. Website page with information (<https://www.jonesboroughlocallygrown.org/market-and-mingle-1>)
 - d. Flyers at the Winter Market information booth and Boone Street Market
5. Security plan
 - a. Police presence is requested with the street closure.
 - b. Vendor booths and special guests will be set up along Main Street, on the sidewalk, and in grassy areas with permission from property owners.
 - c. Pedestrians will generally be well within the street closure.
 - d. Vendors and special guests will be directed to park in the Town of Jonesborough parking lots behind the Courthouse. We will share the online parking lot locations frequently (<https://jonesborough.com/parking-in-jonesborough/>). No special vendor parking passes will be issued. Vendors will be directed to travel in one direction when loading and unloading to ensure personal safety.
 - e. No special assistance requested except street closure.
6. Emergency plan
 - a. In the case of inclement weather during the event, guests will be directed to shelter at the Storytelling Center.
 - b. First aid services or stations will not be available. If there is an emergency, EMS will be called immediately.
 - c. Emergency communication will be done through cell phones.
 - d. While there will likely be large agricultural equipment on display, the pieces will not be in active operation for the safety of the public.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Emily Lamb, Interim Executive Director - cell 214-662-6151 – event coordinator
 - c. JLG's new Executive Director will also participate in some capacity. When that person is identified, their contact information will be shared with the appropriate authorities.
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – see graphic from The Locally Grown Beet e-newsletter on page 2. This list serves as an example for the vendors to be invited in 2025.
10. Physical services provided by Town
 - a. Any equipment or supplies necessary will be set up by Jonesborough Locally Grown staff and volunteers and vendors. This includes tables, chairs, tents, etc.
 - b. Request that either the existing trash bins be emptied before the event or a 2-3 empty trash bins be placed should we need them. We do not anticipate producing a lot of trash.
 - c. Street closure from 8 am to 4 pm. Vendors will need to pull into the event area, unload, and park at the beginning of the event and pull into the event area, load, and leave. Volunteers/staff request to be able to move and immediately replace bollards and/or sawhorses.
11. Clean-up plans – conducted by Jonesborough Locally Grown staff and volunteers.
12. Street closure request (see Exhibit 3):

- a. Request that Main Street between 2nd Ave. and Fox St. be closed from 8 am to 4 pm on the day of the event. Should our cleanup efforts progress faster than anticipated, the street may be reopened sooner.

13. Town services request:

- a. Police and security – street closure and officer presence during the event (see Exhibit 3)
- b. Street cleaning – request areas of the street to be closed are cleaned prior to the event.
- c. Signage – request ‘no parking’ signs be placed on Friday April 25th in the street closure areas to more easily facilitate closure and vendor set up.
- d. Use of facilities:
 - i. Request the restrooms behind the Courthouse be open 8 am to 4 pm the day of the event.
 - ii. Storytelling Center – restrooms, plaza and facility for emergency shelter from 8 am to 4 pm
- e. Communications and/or publicity – request assistance to send email notifications to downtown businesses and residents impacted by street closure. We will also communicate road closure plans to downtown business and residents through JAMSA and circulate a printed flier as a reminder.
- f. Refuse collection – request public refuse cans emptied before 8 am on the day of the event; 2-3 additional bins are requested.

Graphic circulated in The Locally Grown Beet:

Market & Mingle

MARKET VENDORS

- A Different Chick Farm and Orchard
- Appalachia Fungorum
- Bent Tree Spring Farm
- Cocoa Bean & Butter Chocolate Co.
- Doe River Fungi
- Dotson Farm
- Fairwinds Farm
- Farmhouse Gallery & Gardens
- Foothill Frolic Farm
- Fox and Ivy Designs
- Green Pasture Farm and Hatchery
- Happy Hilltop Farm
- Hoodley Creek Farm
- Meg's Munchies
- Mountain Laurel Farmstead
- Mountain View Bakery
- Over-Mountain Coffee Roasters
- Peace of D
- Rosey Apiaries and Bee Farm
- Rosie's Seeds
- Sentelle's Homemade Sausage
- Serenity Knoll Farm
- SLAP Farms
- Southern Comfort Embroidery
- Stella Sourdough
- Sticky Paws Bakery
- Three Sisters Conservers
- Uncle Joe's Balms

SPECIAL GUESTS & DEMONSTRATIONS

- Curtis Buchanan- Wood Carving
- Robin Lynch of Farmhouse Ironworks- Blacksmithing
- Austin Yarber of Bent Tree Spring Farm- Blacksmithing
- Historic Jonesborough Dance Society
- West Hill Tractor

LIVE MUSIC BY SR WILD & CO.

SHOP LOCAL

Main Street businesses will be open! Please support local!

Exhibit 3



Request that Main Street between 2nd Ave. and Fox St. be closed 8 am to 4 pm for vendor booths- light gray box. Should our cleanup progress faster than possible, the street can reopen earlier than 4 pm.

- Barriers per discussions with Public Safety in 2022 (to change as necessary with final word from Public Safety and Streets):
 - double bollard barriers on each side of the event on Main Street
 - movable barrier at the private drive between the old Barrel House and Gabriel's Christmas
 - immovable barrier at N. Cherokee and Main Street, blocking traffic from N. Cherokee
 - immovable or movable barriers as needed at alleys, small street, and church accesses along Main Street between the Storytelling Center and 2nd Ave.
 - cones and sawhorses on each side of the Courthouse at our closures from the Courthouse parking lot



EXHIBIT 8

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/09/2024

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

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

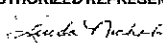
PRODUCER Price and Ramey, Inc. 1524 Bridgewater Lane Suite 101 Kingsport TN 37660	CONTACT NAME: PHONE (A/C, No, Ext): (423) 246-6181		FAX (A/C, No): (423) 246-6384
	E-MAIL ADDRESS: pdayllon@priceramey.com		
INSURED Jonesborough Locally Grown 101 Boone Street Jonesborough TN 376591301 (423) 753-4744	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Accident Fund Insurance		10166
	INSURER B: USI - US Liability Insurance G		
	INSURER C: Auto Owners Insurance Co		18988
	INSURER D:		
	INSURER E:		

COVERAGES PA **CERTIFICATE NUMBER:** Cert ID 1026 (2) **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDITIONAL SUBROGATION WAIVED	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y	5003453800	10/28/2024	10/28/2025	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000 Hired/Non-Owned Li \$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$					EACH OCCURRENCE \$ AGGREGATE \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	WCF100031217	06/27/2024	06/27/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000
B	Directors & Officers		NDO2556808	08/22/2024	08/02/2025	\$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.

CERTIFICATE HOLDER Town of Jonesborough 123 Boone Street Jonesborough TN 37659	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

DATE: January 13, 2024

AGENDA ITEM #: 7-A-3

SUBJECT: Special Event – 2025 Farmers Market – Jonesborough Locally Grown

BACKGROUND:

Attached is a Special Event Permit Application request from Jonesborough Locally Grown for the Jonesborough Farmers Market. The Market is to be held every Saturday morning starting May 3, 2025 through October 25, 2025, with the exception of the Saturdays associated with Jonesborough Days and the National Storytelling Festival. The market will be located at what is referred to as the Stevenson property that connects with the rear of the courthouse parking area. The property is owned by the County. The market will be open from 8:00 AM to 12:00 PM, however the total time including setup and take down is from 6:00 AM to 1:00 PM. The Market draws at least 400-500 people in town each Saturday, and provides a great service to local area growers. There is no request for public safety assistance.

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

RECOMMENDATION:

Approve the Special Event Permit Application to hold the Jonesborough Farmers Market to be held every Saturday morning starting May 3, 2025 through October 25, 2025, as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

A *Special Event* is any occasion including but not limited to fairs, shows, exhibitions, city-wide celebrations and festivals taking place within a specifically defined area of the Town of Jonesborough for a period of time. A special event may include the use of public facilities in the Town of Jonesborough, including, but not limited to parks, streets, alleys, sidewalks, restrooms or other municipal owned facilities, and which includes a general invitation to all members of the public to either participate in and/or view such event, or part thereof, Special Events may be one-time or recurring occasions.
12-1002 Jonesborough Municipal Code

Whenever any person, group, association, club, business, firm or corporation desires to sponsor a Special Event such person, group, association, club, business, firm or corporation shall first obtain a "Special Event Permit" from the Town of Jonesborough.
12-1003 Jonesborough Municipal Code

Person(s) completing Application

Date

Name Emily Lamb

12/3/24

Address 101 Boone St.

Jonesborough, TN 37659

Phone 214-662-6151

Fax -

Email emily@jonesboroughlocallygrown.org ; jls@jonesboroughlocallygrown.org

Instructions:

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

Sponsoring Organization Information:

Name Janesborough Locally Grown

Purpose Connect farmers, food, and the community to grow a vibrant local food system through Janesborough Farmers Market and Boone Street Market

Is this a recurring Special Event? Yes No

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

Every Saturday 5/3 - 10/25, except Janesborough Days & Storytelling Festival weekends. Request to operate should either of these festivals be cancelled. Hours of operation: 8 am to 12 pm setup starting at 6 am, Clean up ending 1 pm

Event Information:

Name of Event Janesborough Farmers Market

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

Dates and hours of event 5/3 - 10/25 6am - 1pm Estimated number expected to attend 400
each weekend

Estimated number of town citizens expected to either participate in and/or view the event 400
each weekend

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

Required Exhibits to Application

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

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

Request for Services from the Town of Jonesborough


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

<input type="checkbox"/> Police and Security	<input checked="" type="checkbox"/> Refuse Collection
<input type="checkbox"/> Street Cleaning	<input type="checkbox"/> Event Preparation/Beautification
<input type="checkbox"/> Signage	<input type="checkbox"/> Parking
<input checked="" type="checkbox"/> Use of facilities – Facility <u>downtown restrooms</u>	Dates & Hours <u>Storage - ongoing restrooms - 1p - 1p on operating Saturdays</u>
<input type="checkbox"/> Space and staffing needs _____	
<input checked="" type="checkbox"/> Communications and/or publicity	

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

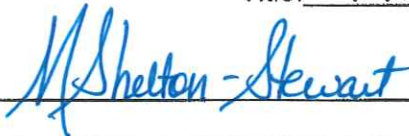
Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

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

Date: 12/31/24 Signature: 


Print Name: Emily Lamb

Title: Interim Executive Director

Witness: 

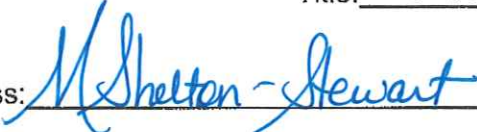
The undersigned certifies that the information contained in both this application and the attached exhibits is complete and accurate and further agrees to amend this application immediately if any such information changes. The undersigned understands the Board of Mayor and Aldermen may approve, reject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

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

Date: 12/31/24 Signature: 

Print Name: Emily Lamb

Title: Interim Executive Director

Witness: 

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

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

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

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: Janesborough Locally Grown

By: 


Printed Name: Emily Lamb

Title: Interim Executive Director

STATE OF TENNESSEE
COUNTY OF WASHINGTON

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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 31st of December, 2024.

A circular notary seal for the State of Tennessee, County of Washington, is partially visible behind the signature. The seal contains the text "NOTARY PUBLIC" and "STATE OF TENNESSEE".
M. Shelton Stewart
NOTARY PUBLIC

My Commission Expires:

1/28/2025

Required Exhibits to Event Application – Jonesborough Farmers Market 2025

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets – attached as Exhibit 3
 - a. Located in the Stevenson Lot behind the Courthouse, which is county-owned
 - b. Have received permission from Mayor Grandy through Sherry Greene to continue to use this location and expand into the four parking spots immediately at the entrance of the lot
 - i. For this expansion, we plan to have the trailers pull lengthwise across them. With the parking spaces by Mauk's on the west side of the Courthouse, we do not believe this will cause any safety issues. We plan to put a curve of cones from the trailers to the entrance of the parking lot for customers to stand. We plan to add additional signage asking those driving to slow down and be aware of pedestrians.
4. Outline of publicity plan:
 - a. Weekly emailed newsletter – graphic example below
 - b. Possibly an electronic billboard ad – graphic example below
 - c. Social media posts – example below
 - d. Yard signs handed out to residents/customers - graphic example below
 - e. Directional signs placed along Main Street and the parking lot behind the Courthouse at the start of the market and picked up at the end
 - f. 'No Parking Saturdays 6 am to 1 pm' will be placed by market staff in parking lot on Fridays
 - g. 'No Parking Saturdays 6 am to 1 pm' will be placed by market staff in the four parking spaces immediately at the entrance of the parking lot on Fridays
5. Security plan – booth placement will be strategic as to allow for quick emergency access; no special assistance requested. Vendors with a load-in space will be asked to park in the back of the Courthouse parking lot to leave the first spaces for customers.
6. Emergency plan:
 - a. First aid kit and at least one cell phone to contact emergency services will be available at the information booth
 - b. Restrooms and vendor vehicles to be used as shelter in the case of severe weather; vendors will be instructed to ensure tents are weighted and lowered to prevent damage to non-market property
 - c. Vehicles within the market area during operation are not permitted to leave before 12 pm
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659.
 - b. Emily Lamb, Interim Executive Director, 214-662-6151
 - c. Jonesborough Farmers Market message line, 423-753-2401 (checked every few days)
 - d. Boone Street Market, 423-753-4722
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – these were at the 2024 markets; we anticipate a similar vendor list this year.
 - a. Three Sisters Conservers – Rhonda Yates | Over-Mountain Coffee Roasters – John and Lynne Waring
 - b. Green Pasture Farm – Merle Stoltzfus | Ranchito la Chiva – Jose Diaz
 - c. Bent Tree Spring Farm – Austin Yarber | Perry's Plants – Perry Phillips
 - d. Rosey Apiaries – Tim Hayes | Mountain Laurel Farmstead – Marion and Lori Powell
 - e. Backroad Boujee Lather – Nicole McBride | Curtis Farms – Dennis Curtis
 - f. Serenity Knoll Farm – David Wiley | SideLine Farms – Amy Colette
 - g. Blessed Creek Farm – Eric and Bridgett Gibian | Hartman Farms – Tiffany Hartman
 - h. Sweet Suzy Acres – Ashely Chambers | Meg's Munchies – Meg Mays
 - i. Serenity Now Homestead – Tess Argila | Appalachia Fungorum – Rodney Web
 - j. Happy Hilltop Farm – Lucas Moody | Farmhouse Gallery & Gardens – Pat Lynch

- k. Hope Farms & Studios – Steve Mallory | Rogue Harbor Farm – Aubrey and Linda Raper
 - l. Ziegenwald Dairy – Jack Woodworth | Dominick’s Garden – Dominick Haynes
 - m. Doe River Fungi – Bryce Callahan | Southern Comfort Embroidery – Carol Graves
 - n. Uncle Joe’s Balms – Joe Little | Dashing Duckling Farm – Shannon Phillips and Alex Sargysan
 - o. Depot Street Orchard – Sandy Freschi | Rosie’s Seeds – Lisa King
 - p. River Islands Farm – Carolyn Novak | Moonchild Blooms Flower Farm – Kasse Jones
 - q. Peace of D – Darlene Hatley | Fox & Ivy Design – Dianne Watson
 - r. Sticky Paws Bakery – Betty Jo Bailey | The Singing Apron – Susan Greenelsh
 - s. Foothill Frolic Farm – Allie McNeal | Carson Creek Farm – Debbie Starnes
 - t. Sentelle’s Homemade Sausage – Jimmy and Minnie Sentelle | SLAP Farms – Tim Spann
 - u. Slowbird Bread/Leftfield Farm – Amy and Zane Abplanalp
10. Physical services provided by Town – none; all performed by market staff and volunteers
11. Clean-up plans – market staff and volunteers well ensure trash is picked up before leaving the area
12. Street closure request – n/a
13. Town services request:
- a. Refuse collection – market visitors may use public trash cans on the street and in the restrooms; request cans closest to market location and those in the restrooms be emptied before Saturday
 - b. Use of facilities – request the restrooms downtown behind the Courthouse be open from 6 am to 1 pm on operating Saturdays
 - c. Communications and/or publicity – event details shared by Town’s Website & Marketing Specialist; information dissemination coordinated by market staff

Newsletter and billboard example:



Social media example:



Jonesborough Farmers Market

October 25 · 🌐

Tomorrow, Saturday, October 26th, is our last summer farmers market of the year! We'll be behind the Courthouse in Downtown Jonesborough from 8 am to 12 pm. Don't let the forecast of light rain scare you away! There will be smooth tunes from [Aaron Dingus Music](#), the Farmacy Fit and Farm Fresh Fit Walking Programs, chicken, pork, produce, bread, crafts, and more. Reminder to use your walking program tokens while there's still a good selection of produce!

Scheduled to appear are:

- [Backroad Boujee Lather](#)
- [Bent Tree Spring Farm](#)
- [Blessed Creek Farm](#)
- [Degan Boutique](#)
- [Doe River Fungi](#)
- [Dominick's Garden](#)
- [Farmhouse Gallery & Gardens](#)
- [Fox & Ivy Design](#)
- [Green Pasture Farm & Hatchery](#)
- [Mountain Laurel Makers and Farmstead](#)
- [Over-Mountain Coffee Roasters](#)
- [Ranchito la Chiva](#)
- [Rogue Harbor Farm](#)
- [Rosey Apiaries and Bee Farm](#)
- [Sentelle's Homemade Sausage](#)
- [Serenity Knoll Farm](#)
- [Serenity Now Homestead](#)
- [SLAP Farms](#)
- [Slowbird Bread Co. and Leftfield Farm](#)
- [Southern Comfort Embroidery](#)
- [Sticky Paws Bakery - Gourmet Dog Treats](#)
- [Woven Dreams](#)
- [Ziegenwald Dairy](#)

The smaller Winter Market in front of [Boone Street Market](#) starts on Saturday, November 2nd, from 9 am to 12 pm.



Yard sign example:



EXHIBIT 3

34

33 parking spaces
at entrance

S. Cherokee and Courthouse Parking Lot

EXHIBIT 3

Restrooms

- = vehicle w/ trailer
- = pull-in w/vehicle - won't match exactly with spaces
- = information/kids activity/ sponsor booths
- = load-in
- = existing parking spaces

INFORMATION BOOTH

1
2
3
4
5
MUSIC

6	7	8	9
---	---	---	---

32
31
30
29
28
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26
25
24
23
22
21

RAMP

19	18	17	16	15	14	13	12
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10
11



EXHIBIT 8

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/09/2024

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

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

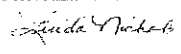
PRODUCER Price and Ramey, Inc. 1524 Bridgewater Lane Suite 101 Kingsport TN 37660	CONTACT NAME: PHONE (A/C, No, Ext): (423) 246-6181	FAX (A/C, No): (423) 246-6384
	E-MAIL ADDRESS: pdayllon@priceramey.com	
INSURED Jonesborough Locally Grown 101 Boone Street Jonesborough TN 376591301 (423) 753-4744	INSURER(S) AFFORDING COVERAGE	
	INSURER A: Accident Fund Insurance	
	INSURER B: USI - US Liability Insurance G	
	INSURER C: Auto Owners Insurance Co	
	INSURER D:	
INSURER E:		NAIC # 10166
INSURER F:		18988

COVERAGES PA **CERTIFICATE NUMBER:** Cert ID 1026 (2) **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
C	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		5003453800	10/28/2024	10/28/2025	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 10,000
							PERSONAL & ADV INJURY	\$ Included
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
							Hired/Non-Owned Li	\$ 1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	\$
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP100031217	06/27/2024	06/27/2025	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	\$ 500,000
							E.L. DISEASE - EA EMPLOYEE	\$ 500,000
							E.L. DISEASE - POLICY LIMIT	\$ 500,000
B	Directors & Officers			NDO2556808	08/22/2024	08/02/2025		\$ 500,000
								\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Town of Jonesborough is listed as Additional Insured on the General Liability policy shown.

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

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

DATE: January 13, 2024 **AGENDA ITEM #:** 7-B

SUBJECT: Approval of Bid – Jackson Bridge Water Line Extension Project

BACKGROUND:

As part of the County Water Line Projects, the project identified as “Jackson Bridge Water Line Extension, GRW Project No. 5023-03” was bid.

Bids for the above referenced project were received, opened, and publicly read aloud at 11 :00 A.M. on Thursday December 12, 2024, at the Town of Jonesborough, TN Town Hall. The Bids received were as follows:

Contractor	Base Bid
Southern Constructors, Inc	\$355,800.00
Traxon Construction, Inc	\$378,000.00

GRW stated that the bids are both competitive and responsive and the bidders have complied with the rules and regulations of the State Contractor's Licensing Board. Southern Constructors, Inc., is an experienced company and has recently completed several similar projects. They are appropriately licensed by the State of Tennessee and sufficiently bonded to perform the work for this contract.

Based on this information, we therefore recommend award of the contract to Southern Constructors, Inc. for the base bid amount of \$355,800.00.

Funding is through the County as this project is through the County Water Line Extension agreement.

RECOMMENDATION:

Award the Jackson Bridge Water Line Extension, GRW Project No. 5023-03 to Southern Constructors, Inc, at the base bid amount of \$355,800.00, as presented.



GRW | engineering | architecture | geospatial
404 BNA Drive, Suite 201 | Nashville, TN 37217
615.366.1600 | www.grwinc.com

December 18, 2024

Mr. Chuck Vest, Mayor
Town of Jonesborough
123 Boone Street
Jonesborough, TN 37659

Re: Jonesborough, TN
Jackson Bridge Water Line Extension
GRW Project No. 5023-03

Dear Mayor Vest:

Bids for the above referenced project were received, opened, and publicly read aloud at 10:00 A.M. on Thursday December 12, 2024, at the Town of Jonesborough, TN Town Hall. A copy of the attendance record and certified copy of the Bid Tabulation is enclosed. The Bids received were as follows:

Contractor	Base Bid
Southern Constructors, Inc.	\$355,800.00
Traxon Construction, Inc.	\$378,000.00

We feel the bids are both competitive and responsive and the bidders have complied with the rules and regulations of the State Contractor's Licensing Board.

Southern Constructors, Inc., is an experienced company and has recently completed several similar projects. They are appropriately licensed by the State of Tennessee and sufficiently bonded to perform the work for this contract.

Based on this information, we therefore recommend award of the contract to Southern Constructors, Inc. for the base bid amount of \$355,800.00.

If there are any questions, please feel free to contact me.

Sincerely,

GRW Engineers, Inc.

Jim Hilborn, P.E.
Enclosures

CC: Mayor Grandy
Glenn Rosenoff, Kevin Brobeck



engineering | architecture | geospaial

CERTIFIED BID TABULATION - BIDS RECEIVED
DECEMBER 12, 2024 @10:00 A.M. LOCAL TIME
TOWN OF JONESBOROUGH, TENNESSEE - 5023-03
JACKSON BRIDGE WATER LINE EXTENSION PROJECT

Item No.	Approx. Quantity	Description	Southern Constructors, Inc.		Traxon Construction, Inc.	
			Unit Price	Total Price	Unit Price	Total Price
1	1	LS Water Line Bridge Crossing - Install approximately 375 L.F. of 6-inch DI pipe including hangers, air release valve, fittings, etc. complete and in place.	\$355,800.00	\$355,800.00	\$378,000.00	\$378,000.00
TOTAL BID PRICE				\$355,800.00		\$378,000.00

I do hereby certify that the above is a true and correct copy of the bids received.

James Hilborn, P.E.,
GRW Engineers, Inc.
Tennessee License No. 16,514

**ATTENDANCE RECORD OF BID OPENING
TOWN OF JONESBOROUGH, TN
PROJECT NUMBERS:**

- 5023-03 - JACKSON BRIDGE WATER LINE EXTENSION &
~~5023-04 - HIGHWAY 81 N BOOSTER PUMPING STATION~~

BID DATE: THURSDAY, DECEMBER 12, 2024 @ 11:00 A.M. (LOCAL TIME)

NAME	REPRESENTING
Jan H. Brown	GRW Eng
Austin Mullins	Traxon Const.
CASEY CARR	SOUTHERN CONSTRUCTORS INC
KEVIN BROBECK	Town of Jonesborough

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

DATE: January 13, 2024 AGENDA ITEM #: 7-C

SUBJECT: Approval of Bid – 81N Booster Pump Station

BACKGROUND:

As part of the County Water Line Projects, a pump station identified as “81N Booster Pump Station, GRW Project No. 5023-04”, is required to serve Highway 81N to supply the northern parts of our water system.

Bids for the above referenced project were received, opened, and publicly read aloud at 11 :00 A.M. on Thursday December 12, 2024, at the Town of Jonesborough, TN Town Hall. The Bids received were as follows:

Contractor	Base Bid
Traxon Construction, Inc	\$599,050.00
GRC Civil Services	\$623,326.00
King General Contractors, Inc	\$1,045,377.00

GRW stated that the bids are both competitive and responsive and the bidders have complied with the rules and regulations of the State Contractor’s Licensing Board. Traxon Construction, Inc., is an experienced company and has recently completed several similar projects. They are appropriately licensed by the State of Tennessee and sufficiently bonded to perform the work for this contract.

Based on this information, GRW recommends awarding the contract to Traxon Construction, Inc. for the base bid amount of \$599,050.00.

Funding is through the County as this project is through the County Water Line Extension agreement.

RECOMMENDATION:

Award the 81N Booster Pump Station, GRW Project No. 5023-04 to Traxon Construction, Inc, at the base bid amount of \$599,050.00, as presented.



GRW | engineering | architecture | geospatial
 404 BNA Drive, Suite 201 | Nashville, TN 37217
 615.366.1600 | www.grwinc.com

December 18, 2024

Mr. Chuck Vest, Mayor
 Town of Jonesborough
 123 Boone Street
 Jonesborough, TN 37659

Re: Jonesborough, TN
 81N Booster Pump Station
 GRW Project No. 5023-04

Dear Mayor Vest:

Bids for the above referenced project were received, opened, and publicly read aloud at 11:00 A.M. on Thursday December 12, 2024, at the Town of Jonesborough, TN Town Hall. A copy of the attendance record and certified copy of the Bid Tabulation is enclosed. The Bids received were as follows:

Contractor	Base Bid
Traxon Construction, Inc.	\$599,050.00
GRC Civil Services	\$623,326.00
King General Contractors, Inc.	\$1,045,377.00

We feel the bids are both competitive and responsive and the bidders have complied with the rules and regulations of the State Contractor's Licensing Board.

Traxon Construction, Inc., is an experienced company and has recently completed several similar projects. They are appropriately licensed by the State of Tennessee and sufficiently bonded to perform the work for this contract.

Based on this information, we therefore recommend award of the contract to Traxon Construction, Inc. for the base bid amount of \$599,050.00.

If there are any questions, please feel free to contact me.

Sincerely,

GRW Engineers, Inc.

Jim Hilborn, P.E.

Enclosures

CC: Mayor Grandy
 Glenn Rosenoff, Kevin Brobeck
 Ken Rea, Christina Wichlin



engineering | architecture | geospatial

CERTIFIED BID TABULATION -
 BIDS RECEIVED DECEMBER 12, 2024 @10:00 A.M. LOCAL TIME
 TOWN OF JONESBOROUGH, TENNESSEE - 5023-04
 Highway 81 N Booster Pump Station

Item No.	Approx. Quantity	Description	Traxon Construction, Inc.		GRC Civil Services		King General Contractors, Inc.	
			Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	1	LS Hwy 81 N Booster Pumping Station including foundation, grading, and other appurtenant work not included in other items Equip Mfg: Cjay-Greene (GRC Civil)	\$400,000.00	\$400,000.00	\$377,939.00	\$377,939.00	\$585,744.00	\$585,744.00
2	1	LS All electrical materials and work external to the package BPS and connection of the power supply to the main control panel inside the BPS	\$19,250.00	\$19,250.00	\$26,635.00	\$26,635.00	\$103,752.00	\$103,752.00
3	1	LS External piping, fittings, valves, etc., including all materials	\$136,500.00	\$136,500.00	\$150,545.00	\$150,545.00	\$151,660.00	\$151,660.00
4	1	LS Fencing	\$13,200.00	\$13,200.00	\$25,000.00	\$25,000.00	\$61,556.00	\$61,556.00
5	1	LS Concrete drive and appurtenant work	\$30,100.00	\$30,100.00	\$43,207.00	\$43,207.00	\$142,665.00	\$142,665.00
TOTAL BID PRICE - (Items 1 - 4)				\$599,050.00		\$623,326.00		\$1,045,377.00

I do hereby certify that the above is a true and correct copy of the bids received.

James Hilborn, P.E.
 GRW Engineers, Inc.
 Tennessee License No. 16,514

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

DATE: January 13, 2024 **AGENDA ITEM #:** 7-D

SUBJECT: Approval of a Resolution – Sanitation Capital Outlay Note

BACKGROUND:

Presented for your consideration is Resolution 2025-01, a resolution authorizing the issuance, sale and payment of Sanitation Capital Outlay Notes, not to exceed \$480,000.

At the May 13, 2024 meeting of the Board of Mayor and Aldermen, action was taken to approve the purchase of a couple of sanitation trucks, as follows:

- 2014 Mack front-loader truck - \$162,000 – utilize existing Solid Waste equipment reserve funds.
- 2025 Peterbilt side-loader truck - \$479,069.08 – finance purchase utilizing lowest cost option.

The used vehicle was purchased last fiscal year, in May, utilizing the Solid Waste equipment reserve. The new vehicle was placed on reserve by the dealer, with the purchase being included in the 2024-25 adopted budget.

The best financing option identified for the 2025 Peterbilt truck was to issue a capital outlay note, which requires approval by the State Comptroller's office. The maximum number of years allowed by the State to amortize the payments is twelve (12) years. They also require three (3) interest rate quotes, which have been solicited from a couple of local banks, as well as the Tennessee Municipal Bond Fund. We are still awaiting a response from one (1) of the sources solicited.

RECOMMENDATION:

Approve Resolution 2025-01, a resolution authorizing the issuance, sale and payment of Sanitation Capital Outlay Notes, not to exceed \$480,000, as presented.

Capital Outlay Note Resolution

Resolution No. 2025-01

RESOLUTION OF THE GOVERNING BODY OF
THE TOWN OF JONESBOROUGH, TENNESSEE,
AUTHORIZING THE ISSUANCE, SALE, AND PAYMENT OF
SANITATION CAPITAL OUTLAY NOTES
NOT TO EXCEED \$480,000

WHEREAS, the Governing Body of the Town of Jonesborough, Tennessee, (the "Local Government") has determined that it is necessary and desirable to issue capital outlay notes in order to provide funds for the following public works project: sanitation equipment (the "Project"); and

WHEREAS, the Governing Body has determined that the Project is a public works project within the meaning of the Act (as defined below); and

WHEREAS, under the provisions of Parts I, IV and VI of Title 9, Chapter 21, Tennessee Code Annotated (the "Act"), local governments in Tennessee are authorized to finance the cost of this Project through the issuance and sale of interest-bearing capital outlay notes upon the approval of the Comptroller of the Treasury or Comptroller's designee; and

WHEREAS, the Governing Body finds that it is advantageous to the Local Government to authorize the issuance of capital outlay notes to finance the cost of the Project;

NOW THEREFORE, BE IT RESOLVED by the Governing Body of the Town of Jonesborough, Tennessee, as follows:

Section 1. For the purpose of providing funds to finance the cost of the Project, the chief executive officer of the Local Government is hereby authorized in accordance with the terms of this resolution, and upon approval of the Comptroller of the Treasury or Comptroller's designee, to issue and sell interest-bearing capital outlay notes in a principal amount not to exceed Four Hundred Eighty Thousand Dollars (\$480,000) (the "Notes"). The Notes shall be designated "Capital Outlay Notes, Series 2025"; shall be numbered serially from 1 upwards; shall be dated as of the date of issuance; shall be in denomination(s) as agreed upon with the purchaser; shall be sold at not less than 99% of par value plus accrued interest if any; and shall bear interest at a rate or rates not to exceed six per cent (6%) per annum, and in no event shall the rate exceed the legal limit provided by law.

Section 2. The Notes shall mature twelve (12) fiscal years after the fiscal year of issuance and, unless otherwise approved by the Comptroller of the Treasury or Comptroller's designee, the Notes shall be amortized through mandatory redemption in amounts reflecting level debt service on the Notes or an equal amount of principal paid in each fiscal year as is agreed upon by the chief executive officer and the Purchaser. The principal amount paid in each fiscal year shall be set forth in the form of the Note. The weighted average maturity of the

Notes shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to be 12 years.

Section 3. The Notes shall be subject to redemption at the option of the Local Government, in whole or in part, at any time, at the principal amount and accrued interest to the date of redemption, without a premium, or, if sold at par, with or without a premium of not exceeding one percent (1%) of the principal amount as determined with the purchaser.

Section 4. The Notes shall be direct general obligations of the Local Government, for which the punctual payment of the principal and interest on the Notes, the full faith and credit of the Local Government is irrevocably pledged, and the Local Government hereby pledges its taxing power as to all taxable property in the Local Government for the purpose of providing funds for the payment of principal of and interest on the Notes. The Governing Body of the Local Government hereby authorizes the levy and collection of a special tax on all taxable property of the Local Government over and above all other taxes authorized by the Local Government to create a sinking fund to retire the Notes with interest as they mature in an amount necessary for that purpose.

Section 5. The Notes shall be executed in the name of the Local Government; shall bear the signature of the chief executive officer of the Local Government and the signature of the recording officer of the Local Government and shall be payable as to principal and interest at the office of recording officer of the Local Government or at the office of the paying agent duly appointed by the Local Government. Proceeds of the Notes shall be deposited with the official designated by law as custodian of the funds of the Local Government. All proceeds shall be paid out for financing the Project pursuant to this Resolution and as required by law.

Section 6. The Notes will be issued in fully registered form and that at all times during which any Note remains outstanding and unpaid, the Local Government or its agent shall keep or cause to be kept at its office a note register for the registration, exchange or transfer of the Notes. The note register, if held by an agent of the Local Government, shall at all times be open for inspection by the Local Government or any duly authorized officer of the Local Government. Each Note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the registered owner of the Note in person or by the registered owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent together with a written instrument or transfer satisfactory to the Local Government duly executed by the registered owner or the registered owner's duly authorized attorney. Upon the transfer of any such Note, the Local Government shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered Notes. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Section 7. The Notes shall be in substantially the form attached as Attachment 1 with only changes as are necessary or appropriate to comply with the requirements of the purchaser thereof as determined by the chief executive officer.

Section 8. The Notes shall be sold through the informal bid process provided in Tenn. Code Ann. Section 9-21-609.

Section 9. The Notes shall not be sold until receipt of the Comptroller of the Treasury or Comptroller's Designee's written approval for the sale of the Notes.

Section 10. The chief executive officer is authorized to designate the Notes as qualified tax-exempt obligations for the purpose of Section 265(b) (3) of the Internal Revenue Code of 1986 if so eligible to be designated.

Section 11. After the sale of the Notes, and for each year that any of the Notes are outstanding, the Local Government shall prepare an annual budget and budget ordinance in a form consistent with accepted governmental standards and as approved by the Comptroller of the Treasury or Comptroller's designee. The budget shall be kept balanced during the life of the Notes and shall appropriate sufficient monies to pay all annual debt service. The annual budget and ordinance shall be submitted to the Comptroller of the Treasury or Comptroller's designee immediately upon its adoption; however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or Comptroller's Designee in accordance with Title 9, Chapter 21, Tennessee Code Annotated (the "Statutes"). If the Comptroller of the Treasury or Comptroller's designee determines that the budget does not comply with the Statutes, the Governing Body shall adjust its estimates or make additional tax levies sufficient to comply with the Statutes, or as directed by the Comptroller of the Treasury or Comptroller's designee.

Section 12. All orders or resolutions in conflict with this Resolution are hereby repealed insofar as such conflict exists and this Resolution shall become effective immediately upon its passage.

Duly passed and approved this _____ day of _____, 20__.

Chuck Vest, Mayor

ATTESTED:

Janet Jennings, Town Recorder

CAPITAL OUTLAY NOTE FORM

Registered Note No. _____

Registered \$ _____

(Name of Local Government)

of the State of Tennessee

Capital Outlay Notes, Series 20__

DATED: _____

INTEREST RATE: _____

MATURITY DATE: _____

Registered Owner: _____

Principal Sum: _____

_____, Tennessee (the Local Government) hereby acknowledges itself indebted, and for value received hereby promises to pay to the Registered Owner hereof (named above), or registered assigns, the Principal Sum specified above on the Maturity Date specified above or according to an amortization schedule attached hereto (unless this note shall have been duly called for prior redemption and payment of the redemption price shall have been duly made or provided for), upon presentation and surrender to the Local Government or its agent, and to pay interest on the Principal Sum on _____ and thereafter on _____ of each year at the Interest Rate per annum specified above or according to an amortization schedule attached hereto, by check, draft, or warrant mailed to the Registered Owner at the address of the Registered Owner as it appears on the fifteenth (15th) calendar day of the month next preceding the applicable payment date in the note register maintained by or on behalf of the _____ Local Government. Both principal of and interest on this note are payable at the office of the Of the Local Government or a paying agent duly appointed by the Local Government in lawful money of the United States of America.

This note is a direct obligation of the Local Government for the payment of which as to both principal and interest the full faith and credit of the Local Government is pledged.

[This note is subject to redemption prior to its stated maturity in whole or in part at any time at the option of the Local Government upon payment of the principal amount of the note together with the interest accrued thereon to the date of redemption with a premium of _____% of par value.][This note is not subject to redemption prior to maturity.] [Select one option.]

This note is issued under the authority of Parts I, IV, and VI of Title 9, Chapter 21, Tennessee Code Annotated, and a Resolution duly adopted by the Governing Body of the Local Government meeting on the _____ day of _____, 20____ (the "Resolution") to provide funds to finance the cost of public works projects referenced in the Resolution.

This note shall have the qualities and incidents of a negotiable instrument and shall be transferable only upon the note register kept by the Local Government or its agent, by the Registered Owner of the note in person or by the Registered Owner's attorney duly authorized in writing, upon presentation and surrender to the Local Government or its agent of the note together with a written instrument of transfer satisfactory to the Local Government duly executed by the Registered Owner or the Registered Owner's duly authorized attorney but only in the manner as provided in the Resolution of the Local Government authorizing the issuance of this note and upon surrender hereof for cancellation. Upon the transfer of any such note, the Local Government or its agent shall issue in the name of the transferee a new registered note or notes of the same aggregate principal amount and maturity as the surrendered note. The Local Government shall not be obligated to make any such Note transfer during the fifteen (15) days next preceding an interest payment date on the Notes or, in the case of any redemption of the Notes, during the forty-five (45) days next preceding the date of redemption.

Pursuant to Tenn. Code Ann. Section 9-21-117, this note and interest thereon are exempt from all state, county, and municipal taxation except for inheritance, transfer and estate taxes and except as otherwise provided under the laws of the State of Tennessee.

IT IS HEREBY CERTIFIED, RECITED AND DECLARED that all acts, conditions and things required to exist, happen and be performed precedent to and in the issuance of this note exist, have happened and have been performed in due time, form and manner as required by the Constitution and laws of the State of Tennessee, and that the amount of this note, together with all other indebtedness of the Local Government, does not exceed any constitutional or statutory limitation thereon, and that this note is within every constitutional and statutory limitation.

IN WITNESS WHEREOF, the Governing Body of the Local Government has caused this note to be executed in the name of the Local Government by the signature of the _____ and attested by the signature of the _____ with the Seal of the Local Government affixed hereto or imprinted hereon, and this note to be dated as of the _____ day of 20_____.

(Local Government Chief Executive)

ATTESTED:

(Recording Officer)

ASSIGNMENT

Note No. _____

Amount: \$ _____

For value received, the undersigned hereby sells, assigns, and transfers unto

(Name and Address of assignee)

(Please indicate social security or other tax identifying number of assignee)

The within-mentioned note and hereby irrevocably constitutes and appoints _____
attorney-in-fact, to transfer the same on the note register in the office of the _____
_____ or the agent of the Local Government with full power of substitution in the premises.

Date: _____

Assignor: _____

Address: _____

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

DATE: January 13, 2024 **AGENDA ITEM #:** 7-E

SUBJECT: FY23-24 Audit Report – Blackburn, Childers & Steagall

BACKGROUND:

Our auditors, Blackburn, Childers & Steagall, PLC completed the town's audit for the 2023-2024 fiscal year, and will be presenting the audit report at the BMA meeting.

RECOMMENDATION:

No action is required on this agenda item.

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

DATE: January 13, 2024 **AGENDA ITEM #:** 7-F

SUBJECT: 1st Reading – Ordinance Creating Cultural Arts Board

BACKGROUND:

As you are aware, we have applied for funding assistance for programming at the Jackson Theatre. As such, the town needed to put into place having a Cultural Arts Director and the Jackson Theatre serving as the Cultural Arts Office (see attached). Furthermore, we are required to create a Cultural Arts Board (CAB) that is an advisory board serving the "Cultural Arts Office". The intent is for the Jackson Theatre Board to serve as the Cultural Arts Board when needed to conduct CAB business. Time is sensitive to adopt an ordinance creating this new Board as the application for funding assistance has already been submitted. As such, during the time of preparing for the agenda, the draft ordinance is still under review and will be made available as soon as possible and prior to the BMA meeting for first reading. Any changes at the time of the meeting can be made prior to second and final reading.

RECOMMENDATION:

To be provided at the time of the meeting.

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND THE TOWN OF JONESBOROUGH
MUNICIPAL CODE, TITLE 1, ENTITLED
“ADMINISTRATION, OFFICERS, AND PERSONNEL”
BY ADDING CHAPTER 24**

BE IT ORDAINED BY THE BOARD OF MAYOR AND ALDERMEN OF THE TOWN OF JONESBOROUGH, TENNESSEE, that Title 1 of the Jonesborough Municipal Code, entitled, :Administration, Officers, and Personnel” is hereby amended by adding Chapter 24 as follows:

**TITLE 1
ADMINISTRATION, OFFICERS AND PERSONNEL**

**CHAPTER 24
CULTURAL ARTS BOARD**

SECTION

- 1-2401 Establishment. The Cultural Arts Board is hereby established.
- 1-2402 Purpose and duties. The purpose of the Cultural Arts Board is to enhance the artistic, cultural, and educational programming, experience, and opportunities in Jonesborough in an effort to maintain a high level of quality of life and to strengthen the economic stability of Jonesborough. The new board will provide a mechanism for residents to assist town staff in planning, supporting, implementing, evaluating and otherwise promoting various artistic endeavors in Jonesborough. The Board will work with the Town Administrator and Cultural Arts Director, serving as the Jackson Theatre Operations Manager, to initiate quality programs in the arts and to develop and review budgets, when requested, of town departments undertaking arts related programming and arts related activities that build relationships and build community. When requested the Board shall assist in fundraising and revenue generation in support of the arts in town.
- 1-2403. Composition, appointment, membership and terms. Initially, the Cultural Arts Board shall be made up of the five (5) member Jackson Theatre Board. The Board of Mayor and Aldermen has the power to appoint by majority vote a set of Cultural Arts Board members separate from the Jackson Theatre Board. In such case the new Cultural Arts Board shall be composed of five (5) to seven (7) members determined as follows: One (1) member shall be a member of the Board of Mayor and Aldermen, selected by the Board, and serving a term

contiguous with his or her term on the Board of Mayor and Aldermen. The remaining four (4) to six (6) members shall be a made up of members of the community that are dedicated to carrying out the purpose of the Cultural Arts Board. The new members of the Cultural Arts Board if separated from the initial members serving the Jackson Theatre Board will be appointed by the Board of Mayor and Aldermen. Afterwards, two members shall be appointed by vote of the Cultural Arts Board and remaining members shall be appointed by the Board of Mayor and Aldermen. Half of the initial terms of the new four (4) to six (6) members will, for the initial appointment only, be for three (3) ears to allow for staggered terms, and the other appointed members shall have standard six (6) years terms. Any vacancy in the appointed membership shall be filled for the unexpired term by the Board of Mayor and Aldermen. The Board of Mayor and Aldermen shall have the power to remove any Cultural Arts Board member, regardless of how the member was appointed, at any time, with or without cause.

- 1-2404 Compensation. Members of the Cultural Arts Board shall serve without compensation, however, the Town Board member representing the Board of Mayor and Aldermen on the Cultural Arts Board, may possibly be compensated through a program specifically established for members of the Town Board. Cultural Arts Board members may be compensated for any service related to the planning and implementation of arts related activities undertaken through town staff or town contract that is outside the normal duties of a Cultural Arts Board member that has been deemed compensable by the Town Administrator or Town Board.
- 1-2405 Rules and Staff. The Cultural Arts Board shall initially operate under rules and regulations for the orderly discharge of its duties as adopted by the Jackson Theatre Board and subject to revision by the Jonesborough Board of Mayor and Alderman. Said rules shall prevail at such a time the Board of Mayor and Aldermen determine that new Cultural Arts Board members shall be appointed separate from the Jackson Theatre Board. However, the new board members may amend the rules by majority vote provided any change is clearly communicated in a notice sent out to members at least one week prior to the meeting in which the change(s) will be addressed. All changes in rules are subject to being further amended by the Jonesborough Board of Mayor and Aldermen. The town staff providing support to the Cultural Arts Committee shall be determined by the Town Administrator. The Cultural Arts Director may request individuals to attend Cultural Arts Board meetings in an ex-officio capacity when it is felt those individuals can provide important information.
- 1-2406 Meetings and Subcommittees. Initially, regular meetings of the Cultural Arts Board shall be the meetings scheduled and help by the Jackson Theatre Board. Officers of the Board shall initially be the same as the Jackson Theatre Board, and minutes of the meetings shall be the same, as well. All meetings shall be open to the public.

1-2407 Officers. Officers of the Cultural Arts Board shall be chair or co-chair, vice-chair and secretary elected to one-year terms will be eligible for re-election. The initial officers will be the officers elected on the Jackson Theatre Board. If the Jonesborough Board of Mayor and Aldermen determine that the Cultural Arts Board should operate separately from the Jackson Theatre Board, new officers shall be elected at the annual organizational meeting.

1-2408 Donations, revenues, expenditures. Initially, the Cultural Arts Board addresses donation, fundraising, revenues and expenditures through and under the same authority and purpose established by the Jonesborough Board of Mayor and Aldermen for the Jackson Theatre Board. The Board of Mayor and Aldermen shall re-establish the authority to fundraiser, solicit donations and collect revenues if and when the Board of Mayor and Aldermen determines to separate board membership from the Jackson Theatre Board.

THIS ORDINANCE shall become effective immediately from and after its passage on second and final reading as provided by law.

Motion was made by _____ and seconded by _____ that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: _____

Those voting against: _____

PASSED ON FIRST READING _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

Motion was made by _____ and seconded by _____ that the preceding ordinance be adopted on second reading. Those voting for the adoption thereof were: _____,

Those voting against: _____

PASSED ON SECOND READING _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: January 13, 2024 AGENDA ITEM #: 7-G

SUBJECT: Proposed Organizational Chart

BACKGROUND:

As you are aware from our BMA work session on January 7th, the proposed organizational chart is being presented for approval. As the reorganization process will be conducted in phases, needed amendments to town policies, ordinances, and/or charter will be coordinated together with the board of town attorney. Some of the recaps of

About 1 ½ years ago, MTAS began a study of the span of control within the Town of Jonesborough. The goal of the study was to improve on efficiencies, span of control, succession planning for continuity and best practices for continued steady growth. The MTAS report began with sharing what we all know in the Town, the Town of Jonesborough has grown in population and the services provided; innovative programs, services, facilities, and positions have been added. With this growth, it was recommended that we undertake an organizational chart change with the Town Administrator working with Department Directors to strategically plan, work through succession planning and build relationships with our community partners. The proposed organizational chart has 6 key leadership positions which would develop into 7 efficiently over time.

The key leadership positions would be Planning – Building/Codes, Recorder (Water Administration and Finance), Utility Manager (Water Treatment, Water Quality, Water Distribution, Wastewater), Leisure Services (Tourism, Senior Center, McKinney Center, Jackson Theatre, Parks and Recreation), Human Resources, and Operations Manager. The Operations Manager would transition to overseeing Public Works (Streets, Solid Waste, Fleet Management, Building Maintenance), and Public Safety (Police, Fire, Dispatch, Safety). The new position of Leisure Services Director would encompass the dominant hospitality/programming/events driven services offered by the Town and is planned for the FY26 budget period. As we have 5 key roles in place, this change would not entail but one new position at this time but would restructure some roles and duties. Again, these key leadership roles will be focused not only on the day-to-day work but on the future and how we grow, serve, and sustain Town services for residents and visitors.

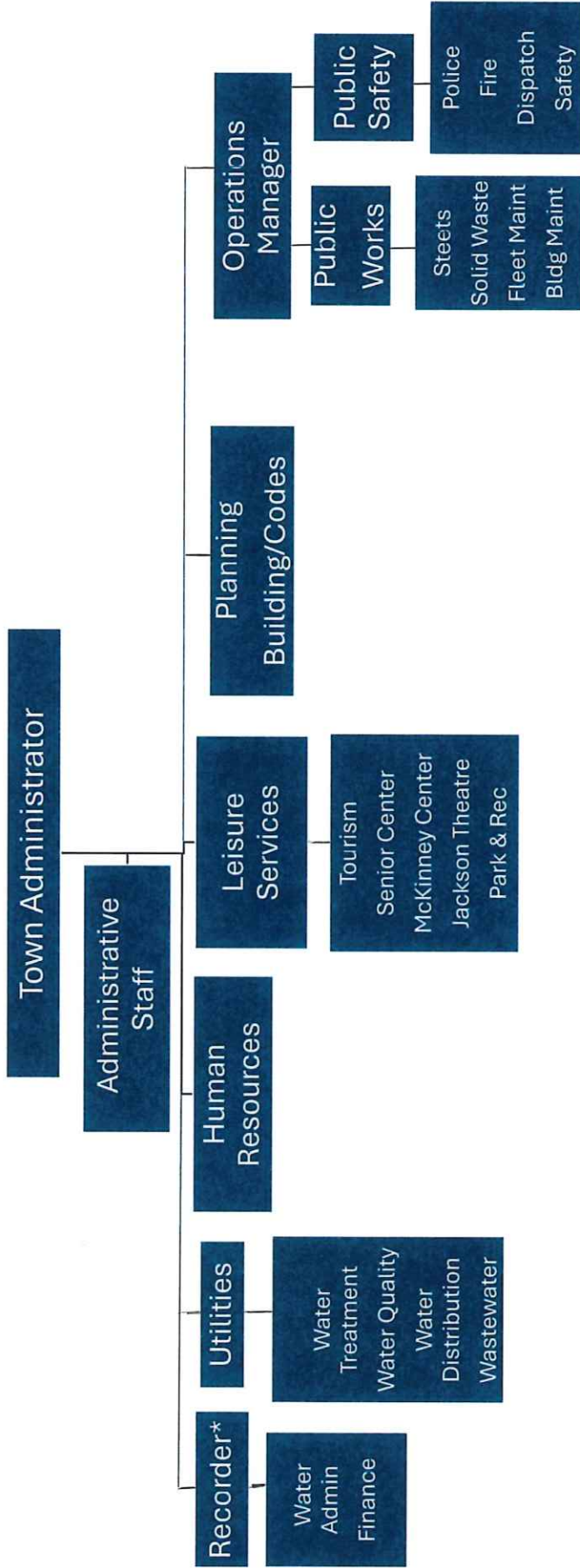
There would be no loss of positions and only one addition, so we are mindful of our resources while meeting the needs of our ever-changing, growing community. Yes, this is a substantial change to our organizational structure, but the goal is to have a positive impact on the work, lives, sustainability, and efficiency of the Town of Jonesborough operations.

I plan to meet with the key leadership directors monthly and the department directors each month, as we do now. And I will discuss this more in depth with our department directors at this month's Department Head meeting. We, the Town, are only as strong and structured as our staff and this new organizational chart will enable us to be stronger, utilizing the greatest asset we have, our amazing staff.

RECOMMENDATION:

1. Approve the proposed organizational chart, as presented.
2. Present any needed amendments to the BMA on town policies, code, or charter within 60-90 days relative to the proposed organizational chart.

Town of Jonesborough 2025 Proposed Organization Chart



*Recorder, per Town of Jonesborough Charter, acts as Town Administrator in the absence of the Town Administrator.