

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

MEETING NOTICES

TUESDAY, NOVEMBER 12, 2024

7:00 PM

PUBLIC COMMENTS REGARDING AGENDA ITEMS

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

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

PUBLIC HEARING

1. Amending Jonesborough Municipal Code Title 10, Chapter 3, Noise Ordinance
2. Amending the Jonesborough Municipal Code Title 1, Chapter 5, Recreation Commission
3. Amending Jonesborough Municipal Code Title 4, Chapter 1, Building Code

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. Declaration of Town Equipment as Surplus
8. Approval of 2025 Employee Holiday Schedule

AGENDA

1. Financial Report
2. Communications from the Mayor
 - a. Leslie Dalton, President/CEO – United Way of East TN Highlands
 - b. U.S. Small Business Administration – Office of Disaster Recovery & Resilience
 - c. Setting of Charter Meeting Date
 - d. Employee of the Month
3. Citizen Comments
4. Aldermen Communications
5. Town Attorney Comments
6. **OLD BUSINESS**
 - A. Discussion and possible action concerning second and final reading of an Ordinance Amending Jonesborough Municipal Code Title 10, Chapter 3, Noise Ordinance
 - B. Discussion and possible action concerning second and final reading of an Ordinance Amending the Jonesborough Municipal Code Title 1, Chapter 5, Recreation Commission;
 - C. Discussion and possible action concerning second and final reading of an Ordinance Amending Jonesborough Municipal Code Title 4, Chapter 1, Building Code;

7. **NEW BUSINESS**

- A. Discussion and possible action concerning approval of a Resolution of the Public Entity Partners Driver's Training Matching Grant Program;
- B. Discussion and possible action concerning approval of the HEAL (Helene Emergency Assistance Loan) Program;
- C. Discussion and possible action concerning Special Event Application Requests:
 - 1. Fan Fest on Main – JAMASA
 - 2. Winter Farmers Market Amendment – Jonesborough Locally Grown
- D. Discussion and possible action concerning approval of the following Bids:
 - 1. First Frontier Trail
 - 2. Landscape Maintenance – 2025 Season
 - 3. Mowing – 2025 Season
 - 4. Food Vendor - Wetlands Water Park 2025 Season
- E. Discussion and possible action concerning pricing for the Wetlands Water Park 2025 Season;
- F. Discussion and possible action concerning approval of a contract with Coca-Cola for beverage services;
- G. Discussion and possible action concerning approval of Resolution(s) for the TDEC 2024 Recreation Trail Program (RTP) Grant for Administrative Services and Engineering Services;
- H. Adjournment.

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

Consent Agenda

DATE: November 12, 2024

AGENDA ITEM #: 1.

SUBJECT: Approval of Minutes

Attached for Board approval are the minutes of the following meetings.

June 17, 2024 Regular Meeting

July 15, 2024 Regular Meeting

July 24, 2024 Budget Meeting

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JUNE 17, 2024

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

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

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

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

1. Approve the minutes for the February 12, 2024 Regular Meeting, February 21, 2024 Work Session/Called Meeting, and March 11, 2024 Regular Meeting..

2. Approve the following bills for payment:

Insert Payment

3. Approve the following Town Administrator Report:

Insert Report

4. Approve the following Operations Manager Report:

Insert Report

5. Approve the following Committee Reports: McKinney Center Advisory Committee and JRT Board of Directors.

6. Approve the following Supervisor Reports: McKinney Center, McKinney Center Program Manager, Fire Department, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment Plant, Website and Marketing Specialist, Marketing and Promotions Coordinator, Police Department, Street

Department, Animal Control, Building Inspector, Director of Tourism and Main Street, Senior Center, and Director of Special Events.

7. Approve the following Fire Department equipment as non-serviceable and to be destroyed: Key Secure Knox Box, Motorola Radio SN 866FZL4049, Motorola Radio Charger, 32 Motorola Alpha Pagers, 13 Portable Radio Batteries, and 7 Verizon Flip Cell Phones.
8. Approve the reclassification of Wetlands Water Park Café attendants to the same pay rate as slide attendants at \$10.00 per hour.
9. Approve the Street Department to remove a dead tree outside the sewer easement (southside) that runs parallel to West College Street between the driveway entrance to the David and Vicky Sell property and the tributary bridge that crosses West College Street west of May Drive, as it is a public safety hazard.
10. Approve acquiring the two lots from the property owner in Patriots Point that the Wastewater lift stations are affixed, and provide the current property owner with tax donation certification at current assessed value.
11. Approve the appointment of Jeff White as the Fire Chief at grade 20, step 4 (Exempt Status); and approve the promotion of Chason Freeman from the rank of Lieutenant to the rank of Major at grade 16, step 4 (Exempt Status)

Alderman Wolfe expressed a hearty congratulations to Fire Chief Jeff White and Fire Major Chason Freeman. Alderman Wolfe said they both have big hearts for Jonesborough, and people in town love and respect them.

The next item on the agenda was the approval of the Financial Report. Mayor Vest asked the Aldermen if they had questions or comments. Alderman Wolfe asked Town Recorder Janet Jennings about the Town's finances. Janet Jennings reported that the Town's financial status is in order. With there being no further discussion, Mayor Vest called for a motion. Alderman Dickson made the motion to approve the Financial Report as presented. Alderman Countermine seconded the motion and it duly passed.

Communications from the Mayor was the next item on the agenda. Mayor Vest said in reviewing Supervisor Reports the crashes on Boones Creek Road have drastically been reduced as the result of lowering the speed limit; the Board is taking action to protect the taxpayers from the impact of development growth; the Senior Center had a record membership growth of 2,100 seniors; and the Town's first drop-off recycling is now open and currently only accepts cardboard and is located at the Town's maintenance building located at 110 Old State Route 34.

Mayor Vest presented a proclamation to the 2024 Jonesborough Middle School Girls Track and Field Team who won a first-place championship during the TMSAA Track and Field Meet held at Austin Peay State University. Mayor Vest commended the 2004

Jonesborough Middle School Girls Track team and coaches for their tireless and tremendous success, and expressed that the BMA wishes them continue success in their future endeavors.

Mayor Vest asked Track and Field Coach Rice for comments. Coach Rice said this is a special group that represented Jonesborough well, and expressed appreciation to Jonesborough for being so gracious and for the amazing new school.

INSERT PROCLAMATION

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

I would like to nominate Brian Atkins for the honor and distinction of Employee of the Month for June 2024. Due to retirement and attrition, the Solid Waste department has recently experienced a 'short staffing' issue. Other departments have been called upon to lend a hand until Solid Waste is able to add to their work staff. One recent occurrence bears note in my opinion. Brian Atkins began work with the Town in the Solid Waste department. A few years ago, Brian took the opportunity to transfer over to the Water Distribution department. Brian had performed and had knowledge of nearly every position in the Solid Waste department, including relief trash truck driver. Recently, Gary Miller, who drives the side arm trash truck, needed to be off work for a family emergency. Brian Atkins was called upon to operate the trash truck, and run Gary's route for a couple of days. After nearly 3 years, Brian quietly accepted the challenge, and drove Gary's route. Brian never complained, he just got familiar with the truck, and performed the route. While in the Walnut Grove subdivision, a contractor for Bright Ridge ruptured a buried gas line while burying internet cable. Atmos Gas showed up and stopped vehicular traffic on Oakwell Lane. As Brian rounded the corner to complete his route, he quickly learned that no traffic was allowed on Oakwell Lane. Brian positioned his truck on the one end of Oakwell, quietly got out of the truck and walked to each house on the block, pulling each house's trash can all the way down the block, to the trash truck waiting at the end of the block. He then emptied each trash can, then without fanfare, he pushed each trash can back to its rightful house. What is most interesting about this extra work that Brian had to perform, is the fact that he did not call for help/backup, nor did he tell anyone about moving all the trash cans 'by hand' during this segment of his route. A friend that I attend church with, pulled me aside last Sunday and commented on what a hardworking and nicely mannered trash truck driver we have. He went on to lay out the story of what Brian did to accomplish his relief driver duties while Gary was off work. Our trash truck drivers do a fantastic job, day in and day out, and occasionally a relief driver working for Water Distribution does an equally noteworthy job as well. Brian Atkins was a model employee that day, not even realizing anyone had even noticed his extra efforts and pleasant attitude. He was there to perform a task, made more difficult by circumstances. Brian just performed. It's what we do here. For these and more reasons, I believe Brian Atkins should be awarded the honor and distinction of Employee of the Month this month. Thank you for your time. Submitted by Malcolm Highsmith, Street Department Director

Mayor Vest asked Brian Atkins if he had any comments. Brian Atkins said he appreciated being nominated.

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

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Dickson said he wanted to echo what has been said, and he thinks about our town and the proud legacy we have and with our new Fire Chief and Major, he sees the same quality and legacy and finds that reassuring. Alderman Dickson congratulated Fire Chief Jeff White and Fire Major Chason Freeman. Alderman Causey said she is very proud that we have recognized and promoted our long-years of service employees. Alderman Wolfe said we are working to get the Jackson Theatre open in September, and hopefully with a full slate of programming. Alderman Wolfe expressed thanks to Ballad Health for their contribution to help with décor and furnishings, and noted that the main auditorium will be named the "Ballad Health Auditorium". Alderman Wolfe said there will be other sponsorship opportunities available for organizations; and thanked everyone who has worked on this project.

Town Attorney Comments was the next item on the agenda. There were no comments.

The first item under Old Business was approval of the Special Event Application request that was deferred from the May 13, 2024 Board meeting, for Jeeps on Main to be held on Monday, September 2, 2024 (Labor Day) from 12:00 p.m. to 4:00 p.m. The Hold Harmless Agreement and an updated Certificate of Insurance has been received. The request for services from the Town of Jonesborough includes the following: (1) Police and security, (2) Signage, (3) Use of facilities – Courthouse, Main Street, and parking lots, and (4) Communications and/or publicity. The street closure between 11:30 AM to 4:40 PM on Main Street from Fox Street to First Avenue. Two to three food trucks will be downtown as well to serve the special event. Discussion took place about the requested street closure from Fox Street to First Avenue, and the BMA recommended that the street closure end at Second Avenue not at First Avenue. With there being no further discussion, Mayor Vest called for a motion. Alderman Dickson made the motion to approve the Special Event Permit for the Jeeps on Main to be held Monday, September 2, 2024, including the request for services as identified in the application, and that street closure be from Fox Avenue to Main Street. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval of the Special Event Application request that was deferred from the May 13, 2024 Board meeting, for Olympics on Main to be held on Saturday, August 10, 2024 from 11:00 a.m. to 5:00 p.m. The Hold Harmless Agreement and an updated Certificate of Insurance has been received. The request for services from the Town of Jonesborough includes the following: (1) Police and security, (2) Signage, (3) ISC facility, and (4) Communications and/or publicity. The street closure

between 11:30 a.m. to 3:00 p.m. on Main Street from Fox Street to First Avenue. Also included in the request that as part of the pre-event activities is to keep Main Street closed on Friday, August 9th until 11:00 p.m. so that the Movie on Main can be shown immediately following Music on the Square. Board members discussed special events in regard with public safety concerns, and that the road closure be at Second Ave not First Ave. Jeff Gurley addressed the BMA and said that the pre-event movie will not be shown on Friday night. With there being no further discussion, Mayor Vest called for a motion. Alderman Wolfe made the motion to approve the Olympics on Main Special Event Application on Saturday, August 10, 2024 from 11:00 a.m. to 5:00 p.m., and with the change to exclude the Movies on Main event on Friday, August 9, 2024, and that the street closure on Main Street be from Fox Street to Second Avenue. Alderman Causey seconded the motion and it was duly passed.

The next item on the agenda was approval of the Special Event Application request that was deferred from the May 13, 2024 Board meeting, for the Town-Wide Yard Sale to be held on Saturday, August 17, 2024. The Hold Harmless Agreement and an updated Certificate of Insurance has been received. The request for services from the Town of Jonesborough includes the following: (1) Police and security, (2) Signage, and (3) Communications and/or publicity. Board members discussed the road closure for this event. Police Chief Matt Rice said he felt it would be safer, from a public safety standpoint, to keep Main Street open and have police presence downtown. With there being no further discussion, Mayor Vest called for a motion. Alderman Wolfe made the motion to approve the Town-Wide Yard Sale Special Event Application request to be held on Saturday, August 17, 2024 from 9:00 a.m. to 3:00 p.m., with no road closure and have police presence downtown along Main Street. The motion was seconded by Alderman Countermine and duly passed.

The first item under New Business was approval of bids for the Tiger Park Athletic Field Score Boards. Three bids were received, as follows: BSN Sport: \$27,555.01, Varsity Scoreboards: \$27,276.00, and Daktronics, Inc.: \$28,493.00. The recommendation from Town staff was that the bid be awarded to Varsity Scoreboards. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to award the bid from Varsity Scoreboards in the amount of \$27,276.00 for the Tiger Park Athletic Field Score Boards as presented. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was approval of bids for the Harmony Road Waterline Extension, which is a Washington County project. Five bids were received, as follows: Traxon Construction, Inc: \$549,635.00, Merkel Brothers Construction, Inc: \$655,198.00, Precision Construction Solutions, LLC: \$741,399.40, GRC Civil Services: \$792,010.00, and Thomas Construction Company, Inc: \$1,242,985.00. GRW, Engineers review the bids and feels they are competitive and bidders complied with the rules and regulations of the State Contractor's Licensing Board. GRW recommends Traxon Construction, Inc to be awarded the bid for the project. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve awarding the bid to Traxon Construction, Inc for the Harmony Road Water Line

Improvement project in the amount of \$549,635.00, to be funded by Washington County, as presented. Alderman Countermine seconded the motion and it was duly passed

Mayor Vest said consideration of the Jackson Theatre Programming and Marketing Committee appointments needs to be added to the agenda, and called for a motion. Alderman Wolfe made the motion, seconded by Alderman Countermine, to add to the BMA agenda the Jackson Theatre Programming and Marketing Committee appointments. The motion was duly passed.

Mayor Vest asked if the Aldermen if they had any comments or questions concerning the proposed committee appointments. With there being none, Alderman Wolfe made the motion, seconded by Alderman Countermine and duly passed, to approve the Jackson Theatre Committee members as presented:

Programming Committee: Lisa Whaley - ISC Representative, Jennifer Bernhardt - JRT Representative, Theresa Hammons – McKinney Center Representative, Cameo Waters – Director of Tourism and Main Street, Amber Crumley – Jackson Theatre Operations Manager, Steve Johnson – Jackson Theatre Consultant, Dan Hays – Jackson Theatre Consultant, Kelly Wolfe – BMA Representative, and Glenn Rosenoff – Town Administrator

Marketing Committee: Steve Johnson – Jackson Theatre Consultant, Dan Hays – Jackson Theatre Consultant, Cameo Waters – Director of Tourism and Main Street, Amber Crumley – Jackson Theatre Operations Manager, Nora Sword – Town Social Media/Marketing, Mitchell Calvin – Town Website/Marketing, Angela White – ISC Representative

The next item on the agenda was approval of a Special Event Application request for the 2024 Pumpkin Fest sponsored by JAMSA, to be held on Saturday, September 21, 2024, from 1:00 p.m. to 5:00 p.m. The request for services include police and security, signage, communications and/or publicity, refuse collection, and parking. The request for street closure included in their application was for Main Street to be closed from Fox Street to First Avenue on September 21st from 9:00 a.m. until 6:00 p.m., or when police deem it safe for reopening. The Proof of Insurance and Hold Harmless have been received; and reviewed and approved by the Town Attorney. Mayor Vest asked if the Aldermen if they had any comments or questions concerning the Special Event Application. With there being none, Alderman Causey made the motion to approve the 2024 Pumpkin Fest Special Event Application sponsored by JAMSA on Saturday, September 21, 2024 from 1:00 pm to 5:00 pm; and for Main Street to be closed form Fox Street to Second Avenue on the 21st by 9:00 am until 6:00 pm, or when the police deem it safe to reopen, as presented. Alderman Dickson seconded the motion and it was duly passed.

The next item on the agenda was approval of a Special Event Application request, submitted by Chad Fred Bailey, for the "Washington County, Tennessee Heritage Fair" sponsored by the Jonesborough Genealogical Society. Setup for the event will take place on Friday, September 6, 2024, and the event to begin Saturday, September 7th from 10:00

am to 5:00 pm. This is a two-part heritage event open to the public at no charge, and targets 5th – 8th grade students. The intent is to foster engagement and knowledge of local heritage and culture through crafts, displays and storytelling. There is no street closure requested, and additional services requested is signage, use of facilities, and communications and/or publicity. Proof of Insurance and Hold Harmless have been received; reviewed and approved by the Town Attorney. Events will be held in the following locations: Visitor's Center Auditorium, Washington County – Jonesborough Museum, Mill Springs Park, Greenspace between Visitor's Center and Boone Street Market, Lawn of the Christopher Taylor Cabin, Jimmy Neil Smith Storytelling Park, Lawn of Central Christian Church, Lawn of Presbyterian Church and Parking Lot. Permission to use these facilities and spaces have been received. Mayor Vest asked if the Aldermen if they had any comments or questions concerning the Special Event Application. With there being none, Alderman Causey made the motion to approve the "Washington County, Tennessee Heritage Fair" for setup to take place on Friday, September 6, 2024, and the event to begin Saturday, September 7th from 10:00 am to 5:00 pm in various locations within the downtown area of Jonesborough, as presented. Alderman Wolfe seconded the motion and it was duly passed.

The next item on the agenda was first reading of an Ordinance amending Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance in its entirety. The motivation to the proposal was identifying a lack of flexible design guidelines that include LED type signage and public owned buildings and uses, schools offering general education and churches in the R-1 Zoning District. The Jonesborough Planning Commission recommended the adoption of the amendment to the Town's Municipal Code related to signage, and Town staff is recommending that Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance is hereby replaced as follows: 11-1207(7)(a) *The sign is located on property in a B-3 or B-6 zone, or on property associated with a government building or use, school offering general education, or church in an R-1 (Low Density) residential zone or other zone allowing those uses.* Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Wolfe made the motion to recommend to approve on first reading the Ordinance amending Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance in its entirety, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of an Ordinance amending the Jonesborough Municipal Code, Chapter 5, General Provisions Related to Zoning, Section 11-513, R-1 (Low Density Residential) related the permitted uses. The current zoning code has many other zoning districts that permit more dense residential land uses that developers can develop within or go through the rezoning process and request higher density land uses within the corporate limits; and moving to a more traditional R-1 zone promoting single family residential uses is in the best interest of the town. For this reason, the recommendation is to amend the R-1 zoning district and eliminate the two-family residences and multi-family residences from said zone. This amendment to the

Jonesborough Municipal Code Chapter 5, General Provisions Relating to Zoning, Section 11-513 to delete numbers 2 and 3 as stated below:

11-513. R-1 (Low Density) Residential District. It is the intent of this district to establish low density residential areas along with open areas that appear likely to develop in a similar manner. The requirements for the district are designed to protect essential residential, historic and aesthetic characteristics of the district and to promote and encourage an environment for family life; and to prohibit all business activities. In order to achieve the intent of the R-1 (Low Density) Residential Districts, as shown on the zoning map of the Town of Jonesborough, Tennessee, the following uses are permitted:

- (1) Single-family residences, except mobile homes.
- ~~(2) Two (2) family residences.~~
- ~~(3) Multi-family residences; provided that a site plan is submitted to the building inspector for review and approval.~~

Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to pass on first reading the Ordinance amending the Jonesborough Municipal Code Chapter 5, General Provisions Relating to Zoning, Section 11-513 and to remove items 2 and 3 in the body of the Ordinance, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of an Ordinance to de-annex Parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres, upon request by Whitney Riddle, property owner. The de-annexation request has been to Jonesborough Planning Commission and they are recommending approval to the BMA of the following: (1) De-annexation of parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres; (2) Amending the Plan of Services to remove parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres; and (3) Removing said tract of land from the Jonesborough Zoning Map identified as parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres and for zoning to be classified by the Washington County Board of Commissioners after the effective date of de-annexation.

Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to pass on first reading the Ordinance de-annexing Parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres, upon request by Whitney Riddle, property owner and accepting the three recommendations of Jonesborough Planning Commission as presented. Alderman Causey seconded the motion. Upon call of the roll, the following Aldermen voted Aye: Alderman Countermine, Alderman Causey and Alderman Dickson. Aldermen voting Nay: none. Alderman Wolfe abstained from voting. The motion carried

INSERT ORDINANCE

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

PUBLIC HEARING

JULY 15, 2024

The Board of Mayor and Aldermen (BMA) met in a Public Hearing on Monday, July 15, 2024, at 7:00 p.m. at Town Hall, 123 Boone Street, Jonesborough, TN.

The first item on the Public Hearing agenda was the Ordinance amending the Municipal Code of the Town of Jonesborough Chapter 5 General Provisions Relating to Zoning, Section 11-513, R-1 (Low Density) Residential District Related to Permitted Uses. There were no comments.

The next item on the Public Hearing agenda was an Ordinance amending the Jonesborough Business and Advertising Sign Ordinance Related to Electronic Signs in an R-1 Zone. There were no comments.

The next item on the Ordinance to de-annex certain property located at Anderson Road and the present corporate boundaries of the Town of Jonesborough, Tennessee. There were no comments.

The Public Hearing was closed.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

REGULAR MEETING

JULY 15, 2024

The Board of Mayor and Aldermen (BMA) met in Regular Session on Monday, July 15, 2024, at 7:00 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

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

1. Approve the following bills for payment:

Insert Payment

2. Approve the following Town Administrator Report:

Insert Report

3. Approve the following Operations Manager Report:

Insert Report

4. Approve the following Committee Report: McKinney Center Advisory Committee.

5. Approve the following Supervisor Reports: McKinney Center, McKinney Center Program Manager, Utility Manager, Water Quality, Water Distribution, Wastewater, Water Treatment Plant, Fire Department, Marketing and Promotions Coordinator, Building Inspector, Director of Tourism and Main Street, Parks and Recreation, Street Department, Animal Control, Police Department, and Director of Special Events.

6. Approve the following Fire Department equipment as non-serviceable and to be destroyed: Eagle II SCBA Cascade System, Four (4) Breathing Air SCBA Fill Bottles, and Breathing Air Fill Station SCBA.

7. Appoint Nick Bogle to the position of Waterpark Director for the remainder of the season at Grade 16, Step 1. The appointment is to be retroactive to July 03, 2024, and is to transition to permanent status upon successful completion of the interim service period.

8. Approve the Dispatch/Volunteer Fire Major position at grade 13 step 1 and approve promoting Terry Henry to that position. Mr. Henry understands that if we cannot

recruit enough to re-introduce a volunteer program, we will discontinue the position and he can go back to his regular shift duties.

9. Appoint Randal Jones to the position of Water Treatment Director at a salary of grade 19, step 3 of the Town's compensation plan, with August 5, 2024 as his start date.
10. Approve the 2024 Halloween Haunts and Happenings event scheduled for Thursday, October 31, 2024 from 5:30 pm – 8:00 pm on Main Street, with Main Street and associated side streets being closed at 5:00 pm, the intersections of Main Street and Fox Street to Main Street and Second Avenue.

The next item on the agenda was the approval of the Financial Report. The Financial Report was not available for approval due to the closing out of the Fiscal Year 2023-2024 and will be .

Communications from the Mayor was the next item on the agenda. Mayor Vest said the Jackson Theatre is looking great and the alleyway has been paved; the 2024 Jonesborough Days Festival was a great success from the parade to the fireworks; there has been a total of 77 building permits issued to-date; and a lot of time has been spent working with staff on the upcoming FY24-25 budget.

Mayor Vest said there were two appointments being recommended to the Flagg Committee, and called for a motion. Alderman Causey made the motion to appoint Dana Helvey and Jennifer Richman to the Flagg Committee, seconded by Alderman Countermine and duly passed. Alderman Wolfe expressed appreciation to Ruth Verhegge for her many years of stewardship on the Flagg Committee.

Mayor Vest said that the setting of a called BMA meeting date needed to be added to the agenda and called for a motion. Alderman Wolfe made the motion, seconded by Alderman Causey and duly passed, to add to the agenda the setting of a called BMA meeting date. Board members discussed setting the meeting date and time. Mayor Vest called for a motion, and Alderman Wolfe made the motion to set Wednesday, July 24, 2024 at 6:30 pm, at the Town Hall, as the called meeting date and time. Alderman Dickson seconded the motion and it was duly passed.

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

I would like to nominate Donna Freeman for the distinction and honor of Employee of the Month for July 2024. Donna's title is "Executive Secretary", but her job description could easily fill 10 pages, seriously. If you know how organizations function, you will know that many folks contribute many small pieces, but there is always that one person who holds the most pertinent piece of information. That statements defines what Donna is for the Town of Jonesborough. She is the key information holder. Donna could also be described as the "Air Traffic Controller" for the Town. Donna handles Board agendas,

Committee agendas, Festival/Event submissions for approval. Planning Committee agendas, dissemination of "minutes" from all these meetings. Board Packets – which involve reports from supervisors. Operation Manager and Town Administrator submissions/reports/comments, playbills for the JRT, and submitting work done by Town Forces for reimbursement under the TDOT City Maintenance Agreement. Donna sends reminder emails of all deadlines needing attention to all supervisors, plans monthly staff meetings/agendas, handles a myriad of projects for the Town Administrator and fields a multitude of phone calls each day requesting information of all varieties. If it were not for Donna's vast experience and knowledge of all things Town Admin, we would surely have to hire an independent consultant team to attempt to complete half of the tasks on Donna's plate each day. It is no exaggeration in my thinking, to say that Donna Freeman has more information about how Town offices operate, than any other ten people we have in employ. I can only begin to scratch the surface of what Donna accomplishes for the Town each day, but safe to say she is very, very well qualified to be not only the Employee of the Month, but the Employee of the Decade. The next time you have a spare moment, drop by Town Hall and see Donna in action, and thank her for the exemplary job she does in keeping our Town management structure intact and functioning. She truly is that key player in our organization. Thank you for your time and consideration today.
Submitted by: Malcolm Highsmith, Street Department Director

Mayor Vest asked Donna Freeman if she had any comments. Donna Freeman said I have been very blessed to work for the Town and appreciated being nominated.

Citizens Comments was the next item on the Agenda. Mayor Vest asked if there were any citizens present that would like to comment at this time. Dana Helvey, 100 Woodrow Avenue, Jonesborough, TN, addressed the Board and expressed his appreciation for all the work being done by the Town.

Alderman Communications was the next item on the agenda. Mayor Vest asked the Aldermen if they had any comments. Alderman Wolfe said the town has been in a major drought for about six weeks and in danger of having a water crises. Alderman Wolfe encouraged citizens to conserve water. Alderman Countermine said the Jonesborough Days Festival was a very great and successful event. Alderman Causey commended Parks and Recreation Director Chris Kudera for his detailed monthly report.

Town Attorney Comments was the next item on the agenda. Mayor Vest asked Town Attorney Jim Wheeler if he had any comments. Attorney Wheeler reported that a new lawsuit has been filed due to a claim denied by Public Entity Partners.

The first item under Old Business was approval for second and final reading of and Ordinance amending the Jonesborough Municipal Code Chapter 5 General Provisions Relating to Zoning, Section 11-513, R-1 (Low Density Residential District) Related to Permitted Uses. The zoning text amendment to the Jonesborough Municipal Code Chapter 5, General Provisions Relating to Zoning, Section 11-513 will be as follows:

11-513. R-1 (Low Density) Residential District. It is the intent of this district to establish low density residential areas along with open areas that appear likely to develop in a similar manner. The requirements for the district are designed to protect essential residential, historic and aesthetic characteristics of the district and to promote and encourage an environment for family life; and to prohibit all business activities. In order to achieve the intent of the R-1 (Low Density) Residential Districts, as shown on the zoning map of the Town of Jonesborough, Tennessee, the following uses are permitted:

- (1) Single-family residences, except mobile homes.

Mayor Vest asked the Aldermen if they had any comments or questions. With there being none, Alderman Countermine made the motion to approve on second and final reading the amendment of the Jonesborough Municipal Code Chapter 5 General Provisions Relating to Zoning, Section 11-513, R-1 (Low Density Residential District) Related to Permitted Uses, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was approval for second and final reading of and Ordinance amending the Jonesborough Business and Advertising Sign Ordinance Related to Electronic Signs in an R-1 (Low Density Residential District) Zone. The recommendation from Town staff is recommending that Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance is hereby replaced in its entirety as follows:

11-1207(7)(a) The sign is located on property in a B-3 or B-6 zone, or on property associated with a government building or use, school offering general education, or church in an R-1 (Low Density) residential zone or other zone allowing those uses.

Mayor Vest asked the Aldermen if they had any comments or questions. With there being none, Alderman Dickson made the motion to approve on second and final reading the amendment to the Jonesborough Business and Advertising Sign Ordinance to Title 1, Chapter 12, Section 11-1207(7)(a) of the Jonesborough Sign Ordinance is hereby replaced in its entirety, as presented. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was approval for second and final reading of an Ordinance de-annexing Parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres, upon request by Whitney Riddle, property owner. The recommendation from Town staff is as follows: (1) De-annexation of parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres; (2) Amending the Plan

of Services to remove parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres; and (3) Removing said tract of land from the Jonesborough Zoning Map identified as parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres and for zoning to be classified by the Washington County Board of Commissioners after the effective date of de-annexation.

Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve on second and final reading the Ordinance to de-annex, amend the Plan of Services, and remove the tract of land from the Jonesborough Zoning Map of Parcel 29.00 on Washington County Tax Map 51-L, Group C, containing 4.7 acres, upon request by Whitney Riddle, property owner. Alderman Causey seconded the motion. Upon call of the roll, the following Aldermen voted Aye: Alderman Countermine, Alderman Causey and Alderman Dickson. Aldermen voting Nay: none. Alderman Wolfe abstained from voting. The motion carried

INSERT ORDINANCE

The first item under New Business was approval of a Special Event Application request from ISC to hold the annual Storytelling Festival from October 2 – 6, 2024. The request includes use of the Visitor Center auditorium during registration through the festival as well as Mill Spring Park and gazebo for use for Ghost Stories. The Hold Harmless Agreement and Proof of Insurance are complete. The request for Street Closings, Lot Closures and Police Assistance include the following:

Request for Street Closures

Cherokee Street from Main Street to High Street: Friday-Sunday, October 4-6

College Street from Second Avenue to Sabin Drive and Sabin Drive from Boone Street to Oak Hill School: Thursday evening, October 3 - Sunday, October 6. Allow only vendors to park between Cherokee and First on one side of College Street. Friday-Sunday, October 4-6.

Spring Street from Main Street to Franklin Avenue, and Clay and Sevier Streets from Main to Spring Street: 6:00-10:00 p.m. Friday and Saturday, October 4 and 5.

First Avenue from Main Street to High Street: Friday-Sunday, October 4-6

Main Street from Fox Street to Second Avenue: Friday-Sunday, October 4-6

High Street: Friday-Sunday, October 4-6

Request for Lot Closures and Police Assistance

8 p.m. on Monday, September 23: close the Library Parking Lot for set-up of the tent on Tuesday for the Library Book Sale.

5 p.m. on Friday, September 27: close the Washington County (Stephenson) Parking Lot for the setup of the tent on Saturday.

6 p.m. Sunday, September 29: close off and secure the Courthouse Parking Lot, so a performance tent can go up Monday morning.

10 p.m. Thursday, October 3: close the Parson's Table parking lot for the duration of the Festival.

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

Parking lot near downtown - Closed to general parking from 6 a.m. on Thursday, October 3, to 6 p.m. on Sunday, October 6. Open for 20-minute parking for registrants.

Parking lot near post office - Closed to general parking from 8 a.m. on Thursday, October 3, to 5 p.m. on Sunday, October 6. (This lot is used for Visitors Center staff, ISC registration staff, and as a drop-off for school groups on Friday)

The festival boundary includes Boone Street where a 5-mph speed limit is requested during the festival.

Also included is the Special Event/Special Occasion Outdoor Use Permit for the Beer & Wine Garden to be set up at the ISC Plaza from Friday, October 4th through Saturday, October 5th from 4-8 PM daily, and the Beer Garden to be set up at the Library Tent on Thursday, October 3rd for the evening concert from 6:30-9:30 PM. Identifiable boundaries are included, signage stating that alcohol is not permitted beyond this point (the boundary), and wristbands (21 and over only).

Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve: (1) the Special Events Permit application from the International Storytelling Center to hold the National Storytelling Festival October 2 – 6, 2024, including street closures and Boone Street with a festival speed limit of 5 mph along with the use of the Visitor Center, Mill Spring Park, Christopher Taylor lot, Parson's Table lot, and front plaza of the MBM Storytelling Hall, and other accommodations, and (2) approve the Special Event/Special Occasion Outdoor Use Permit for the Beer & Wine Garden to be set up at the ISC Plaza from Friday, October 4th through Saturday, October 5th from 4-8 PM daily, and the Beer Garden to be set up at the Library Tent on Thursday, October 3rd for the evening concert from 6:30-9:30 PM, as presented. Alderman Countermine seconded the motion and it was duly passed.

The next item on the agenda was approval of a consultation proposal for the Jackson Theatre. Mayor Vest asked Town Administrator Glenn Rosenoff to present this item. Glenn Rosenoff said the BMA approved a consulting contract with Steve Johnson from March through July 2024. During this time, Steve enlisted the assistance of a second consultant, Dan Hays. Steve Johnson informed us that he would not be able to continue

as a consultant after July and recommended engaging directly with Mr. Hays. Mr. Hays proposal has been provided to all board members for review. The proposed contract would engage Mr. Hays from August 1 through October 1, 2024. We are fortunate to have Mr. Hays as a consultant to help continue our momentum of strategically preparing to open the theatre with strengthened operations and programming. The proposal was discussed by the Board members, and with there being no further discussion Mayor Vest called for a motion. Alderman Wolfe made the motion to approve the Jackson Theatre consultation proposal for Dan Hayes, seconded by Alderman Countermine and duly passed.

INSERT PROPOSAL

Alderman Wolfe recused himself from acting as an Alderman.

The next item on the agenda was first reading of an Ordinance to rezone three tracts of land along Miller Drive, from R-1 (Low Density Residential) to PRD (Planned Residential District), Parcels 3.04 and 3.03, and B-3 (Arterial Business District), Parcel 1.01, on Washington County Tax Map 59-D, Group A. The rezoning request is from Wolfe Development for a conceptual plan for proposed single-family residential development with twenty (20) home sites. Mayor Vest asked the Aldermen if they had any questions or comments. With there being none, Alderman Countermine made the motion Approve the rezoning of Wolfe Development's 3 tracts of land from R-1 to PRD (Parcels 3.04 and 3.03), and B-3 to PRD (Parcel 1.01) as identified on Washington County Tax Map 59-D, Group A, on first reading, as presented. Alderman Dickson seconded the motion and it was duly passed.

INSERT ORDINANCE

Alderman Wolfe rejoined the meeting

The next item on the agenda was approval of a proposal from Clark Nexsen Architects for the comprehensive design plans for the Agricultural Learning Center (ALC). Mayor Vest asked Town Administrator Glenn Rosenoff to present this item. Glenn Rosenoff said the project is at the point where a comprehensive design is needed to proceed for not only the building but most importantly so Clark Nexsen can get the concrete slab design completed enough for a change order to BurWil's contract using the remaining contingency so we can close on the last school bond in the amount of 9 million. Mr. Rosenoff said Clark Nexsen had estimated a design fee of \$120,000.00 (12% of the estimated \$1,000,000.00 project) but has reduced it to \$115,000.00 (\$5,000 savings); and that these smaller projects still take a lot of time and require considerable coordination. Mr. Rosenoff said they are the most familiar with the entire school site of 48.51 acres and are the reasonable choice to continue with, as well as being prepared to progress quickly on the project. Glenn Rosenoff said as of 7/11/2024, the balance of funds from the State appropriation is \$252,635.00, therefore providing more than adequate funds to pay for the design proposal from Clark Nexsen. Mr. Rosenoff said it is recommended to do what we can to advance projects as part of the overall school site

project to close out the last bond in the amount of 9 million, thus not having to continue to pay interest on the Bond Anticipation Note and to close with Rural Development for the permanent financing.

Mayor Vest asked the Aldermen if they had any questions or comments. Alderman Causey said she does not want the Town to incur any overages on the Agricultural Learning Center construction, once the design is covered. Alderman Causey said asked who will be responsible for the operation of the ALC once it is completed. Alderman Wolfe said he was in agreement on the Town not covering overages; and there are multiple options for the operation of the center, after construction. Town Attorney Jim Wheeler said from a legal perspective, the Washington County School Board will have the responsibility for coordinating activities of the ALC building after the construction is completed. Mayor Vest asked if there any further questions or comments, with there being none called for a motion. Alderman Wolfe made the motion to approve the proposal from Clark Nexsen Architects to provide the Town of Jonesborough with the comprehensive Design plans for the Agricultural Learning Center at a proposed cost of \$115,000.00 to be funded through the State appropriation, and include authorizing the close-out of the school project, including allowing the contractor to bill for the remainder of the Jonesborough K-8 School project contract contingency. Alderman Dickson seconded the motion and it was duly passed.

INSERT CONTRACT

The next item on the agenda was first reading of the Fiscal Year 2024-2025 budget. Mayor Vest announced that this item will be considered at the BMA Called Meeting to be held at 6:30 pm, Wednesday, July 24, 2024.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

BOARD OF MAYOR AND ALDERMEN

CALLED MEETING

JULY 24, 2024

The Board of Mayor and Aldermen (BMA) met in a Called Session on Wednesday, July 24, 2024, at 6:30 p.m., at Town Hall, 123 Boone Street, Jonesborough, TN.

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

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

Mayor Vest asked if anyone was present for Public Comments. Tom McNeese, 1008 Allison Drive, Jonesborough, TN, said he wanted to commend Chris Craig and the Solid Waste Department for their great service on the brush collection service. Mayor Vest thanked Tom McNeese for his comments.

The first item on the agenda was first reading of an Ordinance for the FY23-24 Budget Amendments for the General Fund, Solid Waste Fund, and Drug Fund. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve on first reading Ordinance No. 2024-05 Amending the Fiscal Year 2023-2024 Budget for the General, Solid Waste and Drug Funds.

INSERT ORDINANCE

The next item on the agenda was first reading of Ordinance No. B-24-01 Adopting the annual General Fund, Solid Waste Fund, Jackson Theatre Fund, and Drug Fund Budgets and Property Tax Rate for the Fiscal Year Beginning July 1, 2024 and Ending June 30, 2024. Mayor Vest expressed his thanks to the Aldermen and Town staff for working as hard as they did on this budget, it wasn't easy because costs have gone up greatly. Mayor Vest announced that the Town's new certified tax rate is \$0.9662 per \$100 assessed value verses last year's \$1.20. Mayor Vest asked the Alderman if they had any questions or comments. Alderman Wolfe said people are concerned about growth in Jonesborough, and that is what funded many things the we needed to do for the people in Jonesborough in a very inflationary environment. Alderman Wolfe said there are benefits to growth, you can have too much, but in this case the growth that the town has experienced enables us to do the things we needed to do. Alderman Dickson said he is grateful that we were all able to come together on the FY24-25 budget. Alderman Causey

requested that staff advertise for the open positions as soon as possible. With there being no further comments, Mayor Vest called for a motion. Alderman Wolfe made the motion, seconded by Alderman Dickson, to approve on first reading Ordinance No. B-24-01 adopting the annual budget for General Fund, Solid Waste Fund and Drug Fund and setting the tax rate for the fiscal year beginning July 1, 2024 and ending June 30, 2025. The motion was duly passed.

INSERT ORDINANCE

The next item on the agenda was first of Ordinance No. B-24-02 Setting the Garbage Collection Fees Within the Town of Jonesborough. Mayor Vest said there were no changes or increase to the rates, and asked the Aldermen if they had questions or comments. With there being none, Alderman Causey made the motion to approve on first reading Ordinance No. B-24-02 establishing the necessary funds for the operation, maintenance and the debt service of the Solid Waste Department for FY2024-2025, Alderman Dickson seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of Ordinance No. B-24-03 Establishing Water and Sewer Rates to Provide the Necessary Funds for the Operation, Maintenance and the Debt Service of the Jonesborough Water and Sewer Systems. Mayor Vest said there is no changed to the residential water and sewer rates, but commercial customers will see a \$2.00 increase per 1,000 gallons after 5,000 gallons. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve on first reading Ordinance No. B-24-03 establishing the necessary funds for the operation, maintenance and the debt service of the Jonesborough Water and Sewer systems for FY2024-2025. Alderman Causey seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was first reading of Ordinance No. 2024-06 Amending Jonesborough Municipal Code Title 4, Chapter1 Building Code. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Dickson made the motion to approve on first reading Ordinance No. 2024-06 amending the Jonesborough Municipal Code Title 4, Chapter 1, Building Code, Sections 4-105 and 4-106 increasing building permit and plan review fees as part of the FY2024-2025 budget. Alderman Countermine seconded the motion and it was duly passed.

INSERT ORDINANCE

The next item on the agenda was the FY2024-2025 Employee Compensation Plan. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve the FY2024-2025 Employee Compensation Plan, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT COMPENSATION PLAN & JOB DESCRIPTIONS

The next item on the agenda was approval of Resolution No. B-24-01 Establishing a Budget for the Water/Sewer Fund for Fiscal Year Ending June 30, 2025. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Wolfe made the motion to approve Resolution No. B-24-01 Establishing a Budget for the Water/Sewer Fund for Fiscal Year Ending June 30, 2025, as presented. Alderman Causey seconded the motion and it was duly passed.

INSERT RESOLUTION

The next item on the agenda was approval of a Market Study to establish the average land value on the Water Transmission Line Project and to base the easement values. Doyle Dukes, D&D Easement Service has provided input in suggesting a range between 12 to 20 cents per square foot. The main example from Mr. Dukes is as follows: (1) Establishing property values equating to just under \$21,000 per acre; (2) \$21,000 equates to 48 cents per square feet; (3) Easements have a 25% fee value of the property; (4) 25% of 48 cents per square feet is 12 cents per square feet; (5) 12 cents per square feet is the starting range on easements; and (6) The overall range will be between 12 cents to 20 cents per square feet. Additionally, there is also a landscaping cost because some owners are glad to have trees removed and do not expect compensation but others want to be paid. Mr. Duke included these details as some compensation may be necessary for landscaping features to be removed as part of securing the easement. Mayor Vest asked the Aldermen if they had questions or comments. With there being none, Alderman Countermine made the motion to approve Mr. Doyle Dukes, D&D Easement Service recommendation to accept a range between 12 to 20 cents per square foot for acquiring easements for those properties as part of the Water Transmission Line project, and including a landscaping cost (if needed), as presented. Alderman Wolfe seconded the motion and it was duly passed.

There being no further business the meeting was duly adjourned.

JANET JENNINGS, RECORDER

CHUCK VEST, MAYOR

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

Consent Agenda

DATE: November 12, 2024 **AGENDA ITEM #:** 2.

SUBJECT: Approval of Bills

Attached for Board approval are the list of bills for October 2024.

Check Register - General Fund - October 2024

10/01/24	110925 - 110949	\$51,006.52
10/02/24	110950 - 110980	\$64,229.73
10/10/24	110981 - 111103	\$349,010.07
10/14/24	111104	\$16,152.56
10/17/24	111023 - void	(\$9,965.17)
10/17/24	111105 - 111186	\$91,706.03
10/18/24	111187 - 111188	\$8,733.24
10/22/24	107812 - void	(\$150.00)
10/22/24	107999 - void	(\$100.00)
10/22/24	107893 - void	(\$72.00)
10/22/24	108271 - void	(\$470.00)
10/22/24	109375 - void	(\$2,029.94)
10/22/24	109950 - void	(\$195.00)
10/22/24	110053 - void	(\$25.00)
10/22/24	110149 - void	(\$50.00)
10/22/24	110425 - void	(\$17.51)
10/22/24	110442 - void	(\$165.00)
10/22/24	110551 - void	(\$4,920.00)
10-22-24	110328 - void	(\$7,000.00)
10/22/24	110182 - void	(\$6.40)
10/25/24	111189 - 111256	\$185,603.29
10/29/24	111226 - void	(\$10,787.70)
10/29/24	111257	\$5,934.67
		\$736,422.39

Check Register- Water Fund October 2024

10/01/24	67987 - 68001	\$4,963.67
10/03/24	68002 -68006	\$26,973.33
10/10/24	68007 -68068	\$404,624.22
10/15/24	68069	\$16,887.98
10/16/24	67577 - void	(\$84.89)
10/17/24	68070 - 68094	\$76,887.75
10/18/24	68095 - 68096	\$2,383.23
10/22/24	67749 - void	(\$8,000.00)
10/22/24	66437 - void	(\$35.00)
10/22/24	66766 - void	(\$14.57)
10/25/25	68097 - 68132	\$105,586.85
		\$630,172.57

Check Register -Sanitation Fund - October 2024

10/01/24	10557 - 10558	\$950.00
10/03/24	10559	\$82.00
10/10/24	10560- 10570	\$22,276.86
10/17/24	10571 - 10574	\$2,541.38
10/18/24	10575	\$316.29
10/25/24	10576 - 10582	\$6,468.94
		\$32,635.47

Check Register -School Fund October- 2024

09/09/24	1165	\$8367.50 - June
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**TOWN OF JONESBOROUGH
BOARD OF MAYOR AND ALDERMEN
AGENDA PRESENTATION**

Consent Agenda

DATE: November 12, 2024 **AGENDA ITEM #:** 3

SUBJECT: Town Administrator Report

Employee Hire/Promotions/Transfers/Resignations – October 1, 2024 – October 31, 2024

Employee Hires:

10/2/24 – Lori Powell, Jackson Theatre, Assistant Operations Manager, Grade 14 Step 2

10/10/24 – Greg Clark, Transfer from Visitors Center to Jackson Theatre, House Manager,
Grade 5 Step 1

Resignations / Retirements:

10/1/24 Resigned – Anthony Napier, Water Distribution County Crew, Equip. Operator I

10/3/24 Resigned – Randy Dople, Water Distribution, Water Worker I

MEMORANDUM

To: Glenn Rosenoff, Town Administrator
From: Craig Ford, Operations Manager
Ref: October 2024 Monthly Report
Date: November 01, 2024

I apologize for the short report; however, it has been a short turn-around time since the last BMA meeting due to the schedule change.

We continued to work on the upgrades to Stage Road Park for the month of September. WE finally received delivery of the sod that was installed in the playground area. This has now been completed.

After meeting with Todd Wood and Malcolm Highsmith to update the striping on the parking lot, a new parking plan was developed. The parking lot has been sealed, the trails that did not receive new asphalt have been sealed, the parking lot has been striped, and the tennis/pickle ball court has been painted.

The last remaining project for the park, other than some plumbing work, is the curbing for the parking lot. The Recreation Director has spoken with the curbing contractor, and this should be completed fairly soon. The curbing contractor was waiting on the lot to be sealed and striped prior to installing the curbing.

The street Department completed clearing the debris from the new building site. Malcolm has met with the building contractor to finalize the grade for the building. We had to haul about 20 loads of shale in for a low area. The shale and final grade stone have been hauled in.

Once we have the final layout of water and sewer lines, and conduit for electrical, we will get this installed and the contractor can then pour the slab for the building.

We received our casualty loss control survey from Public Entity Partners. There were several areas that need to be addressed. We have sixty (60) days to submit our response. I am working with the Department Heads to get these repairs completed. Fleet Maintenance corrected their problem already.

The Street Department and the Recreation Department are currently addressing their issues and will have their issues resolved by November 15, 2024.

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

Consent Agenda

DATE: November 12, 2024 AGENDA ITEM #: 5

SUBJECT: Committee Reports

1. Board of Zoning Appeals
2. Planning Commission
3. Design Review Committee
4. Historic Zoning Commission

JONESBOROUGH BOARD OF ZONING APPEALS

MINUTES

SEPTEMBER 17, 2024

The Jonesborough Board of Zoning of Appeals met in regular meeting on Tuesday, September 17, 2024 at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Josh Conger

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

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

1. **Public Comments** – There were no Public Comments

2. **Variance Request for Sideyard Setback Requirements for Units 231 and Units 241 of Bradford Park PUD Phase 4**

Presented by: Jeff Jones, 685 Shadden Road, Gray, TN

BG & MLS Investments has requested a setback variance to the exterior “side” property lines to the west and east, and more specifically Units 231 and 241 of the Bradford Park PUD (Planned Unit Development) Phase 4. The subject property is located on Union Church Road and further described on Washington County Tax Map 52-F, Group D, Parcels 6.01, 6.02, and 6.03. The property contains approximately 0.90 acres, is zoned R-1A Low Density Residential District, and the original development of the 6 units was not a Planned Unit Development (PUD) and the setbacks were less restrictive. Based on the R-1A zoning, the units meet the side yard setbacks however under PUD, a variance would need to be granted for Unit 231 (setback ranges between 12.09 and 12.84) would require a variance of 12.91 feet; and Unit 241 (setback at 13.28 feet) would require a variance of 11.72 feet. In Staff’s review of the history of development of the subject property, developing under only the R-1A setback requirements, and then changing the development to a PUD but under the same Homeowner’s Association of the other phases of Bradford Park that have been approved by the Planning Commission, do not find the variances to negatively impact the neighboring properties to the west and east, and the PUD process would provide for more private restrictions on the subject units

Chairman Foster read the Staff recommendation to approve the side yard variance requests for Unit 231 of 12.91 feet, and Unit 241 of 11.72 feet as part of the Bradford Park PUD Phase 4 plan, as presented. Chairman Foster asked Commissioners if they had any questions or comments and with there being none, called for a motion.

Motion: Bill Graham made to motion to approve the variance for the Sideyard setback requirements for Units 231 and 241 of the Bradford Park PUD (Planned Unit Development) Phase 4, as presented. Richie Hayward seconded the motion and it was duly passed.

3. Approval of Minutes – Meeting of August 20, 2024

Terry Countermine made the motion, seconded by Robin Harpe, to approve the minutes of the Board of Zoning Appeals for the August 20, 2024 meeting as presented. The motion was duly passed.

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

JONESBOROUGH PLANNING COMMISSION

MINUTES – SEPTEMBER 17, 2024

The Jonesborough Planning Commission met in a regular meeting on Tuesday, September 17, 2024, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

Members Present: Tom Foster – Chairman, Frank Collins, Terry Counterline, Bill Graham, Robin Harpe, Richie Hayward, Jim Rhein, Bob Williams

Members Absent: Josh Conger

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

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

1. **Public Comments** – There were no Public Comments

2. **Approval of Minutes**

Frank Collins made the motion, seconded by Bill Graham, to approve the minutes of the Jonesborough Planning Commission for the August 20, 2024 meeting as presented. The motion was duly passed.

3. **Request to Rezone the Neilson Property, 527 Hairetown Road, Jonesborough, TN (Washington County rezone) from R-1 to A-1**
Presented by: David Neilson, 527 Hairetown Road, Jonesborough, TN

David and Allyson Neilson are requesting rezoning of a tract of land from R-1 Low Density Residential District to A-1 General Agriculture District. The subject property is located at 527 Hairetown Road, and further described on Washington County Tax Map 43, Parcel 69.00, and containing 5.95 acres. The property is located outside the town limits but within the Jonesborough Planning Region. The purpose of the rezoning is to permit the property owners to use the land with nearly 6 acres for more agriculture compatible uses. The immediate surrounding zoning and land use is provided below:

Surrounding Zoning	Surrounding Land Use
North: R-1 District	Vacant (9.3 acres)
South: A-1/R-1 Districts (across street is Predominantly A-1 District)	Single Family, Barns, etc.
East: A-1 District	Vacant (part of the 9.3 acres)
West: R-1 District	Agriculture and Single Family (24.5 acres)

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

Motion: Terry Countermine made the motion to recommend to the Washington County Board of Commissioners that Neilson property, 527 Hairetown Road, Jonesborough, TN be rezoned from R-1 (Low Density Residential District) to A-1 (General Agricultural District) as presented. Jim Rhein seconded the motion and it was duly passed.

4. Request for approval of a Washington County Zoning Text Amendment – Event Venues – Parking

Washington County Planning Director Angie Charles, AICP, is requesting a text amendment to the Washington County Zoning Resolution, Appendix A, Landscape Manual, relative to venues, and Section 502, Required Parking Spaces. Ms. Charles is recommending “Venues” be considered a low impact use for Appendix A landscaping requirements and have a minimum parking requirement. The recommendation is to amend Appendix A and amend the “Transitional Yards” impact classifications to include venues:

Low impact (L):

All permitted uses in the following zones are considered to have a low impact, unless a specific use is listed elsewhere; R-2, R-2A, and B-1, the following uses shall be considered to have a low impact, regardless of zoning classification; churches, day-care centers, community recreational facilities, neighborhood recreational facilities, public buildings, **and** schools, and **venues**.

Section 502. Required Parking Spaces

The recommendation is to amend Section 502.3.1., to include venues as follows:

Venues: One (1) space per four (4) seats or **attendees**.

Chairman Foster read staff recommendation to approve the proposed Washington County Zoning Text Amendments as submitted by the Washington County Planning; and asked Commissioners if they had any questions or comments, Discussion took place in regard to the proposed amendments being only in the County and does not affect inside Jonesborough town limits. With there being no further discussion Chairman Foster called for a motion.

Motion: Jim Rhein made the motion to recommend approval of the proposed Washington County Zoning Text Amendments as submitted by Washington County Planning, as presented. Robin Harpe seconded the motion and it was duly passed.

5. Request for approval of Proposed Fence/Landscape Plan for Dairy Queen, located along East Jackson Blvd

The new Dairy Queen Restaurant was approved in August 2023. The property is located at the corner of East Andrew Jackson Blvd and Baileigh Lyn Loop and is further described on Washington County Tax Map 52-K, Group B, Parcel 3.00. Since the subject property/project was within the Design Overlay District, the Design Review Commission had to review the plan. Since the design did not meet the required 75% primary materials and the subject property was located along Baleigh Lyn Loop, a buffering plan was required in addition to the normal landscaping requirements of commercial projects. Staff worked with Dairy Queen representatives for months to find a plan that was agreeable, and the latest plan dated August 21, 2024 satisfies Town staff overall. This buffering is high density for this size project; and of further importance is the 6 ft. tall screen fence identified on the plans at the north (Baileigh Lyn Loop) and north-western property lines. The fence does serve to screen areas whereby the buffering trees on the landscape plan did not block or screen view.

Chairman Foster read Staff recommendation #1 for the approval of the fence as identified on the landscape plans. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Jim Rhein made the motion, seconded by Frank Collins, to approve the Dairy Queen fence as presented. The motion was duly passed.

Chairman Foster read Staff recommendation #2 for the approval of the overall Dairy Queen landscape plans subject to Tree and Townscape approval. Chairman Foster asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Richie Hayward made the motion, seconded by Robin Harpe, to approve the overall Dairy Queen landscape plans subject to Tree and Townscape approval, as presented. The motion was duly passed.

6. Request for approval of a monument sign for Crosspoint Church, 306 Forest Dr Presented by: Denise Hensley, 220 Creekmore Drive, Jonesborough, TN

Crosspoint Church is requesting approval for a monument sign to be located at 306 Forest Drive which is the former Jonesborough Elementary School property. In the B-1 district, a monument size may not exceed 100 square feet in sign area, and not exceed 14 feet in height at ground level. The proposed sign is less than 9 feet in height and less than 36 square feet in sign area.

Denise Hensley addressed the Commission, and said that Crosspoint Church is undergoing renovations and is temporarily relocating to the former elementary school. Ms. Hensley said the sign will not be illuminated, and will be mounted on existing poles with a cover at the bottom of the signage.

Chairman Foster read the staff recommendation for the approval of the monument sign for Crosspoint Church located at 306 Forest Drive, as presented. Vice Chairman Rhein asked Commissioners if they had any questions or comments; and with there being none called for a motion.

Motion: Frank Collins made the motion to approve the monument sign for Crosspoint Church, as presented. Terry Countermine seconded the motion and it was duly passed.

7. Request for approval of a Partial Release of an Irrevocable Letter of Credit #520 for Skyline Landing

An Irrevocable Letter of Credit #520 was issued for the Skyline Landing residential development project located off Skyline Drive. The site was inspected by Shawn Jackson on September 3, 2024, and he found the erosion and sediment, storm drain system, and stormwater management system to be installed per plans. The request is for the partial release of the Irrevocable Letter of Credit. The total security bond was for \$142,400.00. Out of this amount, \$105,000.00 was designated to secure "Soil Stabilization". Mr. Jackson is recommending maintaining a total of \$50,000.00 for soil stabilization purposes.

Chairman Foster read the staff recommendation for the approval of the partial release of the Irrevocable Letter of Credit #520 for Skyline Landing residential development off Skyline in the amount of \$92,400.00, and maintaining the balance of the original \$142,400.00 for soil stabilization purposes in the amount of \$50,000.00. Chairman Foster asked Commissioners if they had any questions or comments; and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the partial release of the of the Irrevocable Letter of Credit #520 for Skyline Landing, as presented. Richie Hayward seconded the motion and it was duly passed.

8. Request for approval of a Site Plan for Starbucks, East Jackson Blvd

A new Starbucks is proposed off East Jackson Boulevard across from Region Bank to the east at the traffic signal, and further described on Washington County Tax Map 52, Part of Parcel 225.03. The total area site area is 2.33 acres.

Engineer: Bowman

Proposed Use: The proposed use is for a 2,540 square foot coffee shop/restaurant, and drive-thru business.

Zone: The property is within the town limits and is zoned B-3.

Setbacks: The plans meet the minimum setbacks as per the Zoning Ordinance.

Ingress/Egress: The plans show vehicular access from Jackson Boulevard at the traffic signal, then through the Lowe's Home Improvement site with a recorded access easement (PB 19, PG 906).

Utilities: All utilities are available to the subject property and said utilities are underground.

Hydrants: The development will meet the minimum requirements for fire protection.

Stormwater: A grading and drainage plan has been submitted as part of the site plan process. Staff continue to work with the project's engineer on stormwater management.

Erosion: The erosion control plan is attached.

Landscaping: The plans as presented show details for landscaping. The Planning Commission will approve the general layout, and the Tree and Townscape Committee will review and approve the formal landscape plan.

Bonding: Bonding is required as part of the site plan approval process for grading. The Grading Permit Security Calculation Form was received in the amount of \$2,023.00.

The site plan meets the minimum requirements of the regulations.

Chairman Foster said there was not a lighting plan included in the proposed plan and contacted (via phone) a representative of Starbucks to discuss their photometrics plan, who stated that the poles are 22 ft. in height which also includes the base.

Chairman Foster said recommendation #1 included the grading bond, lighting and landscape plan, and called for a motion.

Motion: Terry Countermine made the motion to approve the grading bond in the amount of \$2,032.00, the lighting plan subject to staff receiving the plan and reviewing and approving the plan, and the landscape plan as presented with Tree and Townscape review and approval of the formal landscape plan. Jim Rhein seconded the motion and it was duly passed.

Chairman Foster read recommendation #2 to approve the site plan for Starbucks, including working with Town staff on stormwater management, and asked Commissioners if they had any questions or comments; and with there being none called for a motion.

Motion: Bill Graham made the motion to approve the site plan for Starbucks, including working with Town staff on stormwater management, as presented. Robin Harpe seconded the motion and it was duly passed.

9. Request for approval of a Site Plan for Zaxby's Restaurant, East Jackson Blvd

A new Zaxby's Restaurant is proposed off East Jackson Boulevard (next to Regions Bank), and further described on Washington County Tax Map 52, Parcel 225.02. The total area site area is 1.11 acres.

Engineer: Carter Engineering

Proposed Use: The proposed use is for a 56-seat, 1,836.50 square foot restaurant, and drive-thru business.

Zone: The property is within the town limits and is zoned B-3.

Setbacks: The plans meet the minimum setbacks as per the Zoning Ordinance.

Ingress/Egress: The plans show vehicular access from Jackson Boulevard at the traffic signal, then through the Lowe's Home Improvement site with a recorded access easement (PB 19, PG 906).

Utilities: All utilities are available to the subject property and said utilities are underground.

Hydrants: The development will meet the minimum requirements for fire protection.

Stormwater: A grading and drainage plan has been submitted as part of the site plan process. Staff continue to work with the project's engineer on stormwater management.

Erosion: The erosion control plan is attached.

Landscaping: The plans as presented show details for landscaping. The Planning Commission will approve the general layout, and the Tree and Townscape Committee will review and approve the formal landscape plan.

Bonding: Bonding is required as part of the site plan approval process for grading. The Grading Permit Security Calculation Form was received in the amount of \$36,211.00.

The site plan meets the minimum requirements of the regulations.

Town staff said the lighting plan calls for 25 ft. high poles with a 3 ft. base which brings the total height of the poles to 28 feet. Chairman Foster said contacted (via phone) a representative of Zaxby's in regard to the height of the poles. The Zaxby's representative said that the poles/base can be adjusted to meet the 25 ft. height requirement.

Chairman Foster said recommendation #1 is to approve the site plan including working with staff on stormwater management and called for a motion.

Motion: Bill Graham made the motion to approve the site plan for Zaxby's Restaurant, including working with Town staff on stormwater management, as presented. Frank Collins seconded the motion and it was duly passed.

Chairman Foster said recommendation #2 is to approve the grading bond in the amount of \$36,211.00 and called for a motion.

Motion: Terry Countermine made the motion to approve the grading bond for Zaxby's Restaurant in the amount of \$36,211.00, as presented. Robin Harpe seconded the motion and it was duly passed.

Chairman Foster said recommendation #3 is to approve the generally layout landscape plan and that the Tree and Townscape Committee will review and approve the formal landscape plan, and called for a motion.

Motion: Jim Rhein made the motion to approve the landscape plan for Zaxby's Restaurant, as presented, and subject to the approve of the Tree and Townscape Committee. Robin Harpe seconded the motion and it was duly passed.

**10. Request for approval of a Final Plat for Spring Ridge Subdivision Phase 2
Presented by: Jeff Jones, 685 Shadden Road, Gray, TN**

The request is for final plat approval for 32 lots for "Spring Ridge Subdivision Phase 2" located on old Boones Creek Road and includes the internal road, Marigold Lane. The subject phase contains approximately 7.401 acres (total development is 28.078 acres), 0.245 miles of new road, and is further described on Washington County Tax Map 52, Part of Parcel 77.00. Preliminary construction plans were approved by the Planning Commission on March 21, 2023. The remaining portion of the subject property is clearly labeled Future Development (6.897 acres) on the subdivision plat. Also, the notes include the depth of driveways must be a minimum of 20 feet (to minimize issues with parked cars encroaching into the public road), and the note about the 25' Landscape Buffer. (Note: Staff has the original final plat without the word "Preliminary" written through the surveyor's seal.) As with other developers we have worked with, they have requested bonding of the following and included is the estimated costs:

Breakdown of the Bond regarding top coat and sidewalks:

Road Topcoat (Phase 2):	\$48,462.50
1775 Linear Feet (Phase 2 both sides of street):	\$62,000.00

The total road profile for Phase 2 was priced by Summers Taylor at \$145,262.50; however, the developer has completed most of the road except for the topcoat, thus the bonding amount of topcoat at \$48,462.50.

A final plat approval allows the owner to record the plat and the ability to start selling lots for ownership and or building purposes therefore it is important to assess the impact of incomplete elements of the subdivision when considering bonding and what the Planning Commission desires to bond to secure those incomplete elements and that those elements are completed within a required amount of time.

Chairman Foster read recommendation #1 to approve the final plat for 32 lots for "Spring Ridge Subdivision, Phase 2" as built, and called for a motion.

Motion: Terry Countermine made the motion, seconded by Bill Graham, to approve the final plat for 32 lots for "Spring Ridge Subdivision, Phase 2" as built, as presented. The motion was duly passed.

Chairman Foster read recommendation #2 to include bonding of the road topcoat for Marigold Lane in the amount of \$48,462.50, and called for a motion.

Motion: Jim Rhein made the motion, seconded by Richie Hayward, to approve the road topcoat for Marigold Lane in the amount of \$48,462.50, as presented. The motion was duly passed.

Chairman Foster read recommendation #3 for the bonding of the sidewalks, which are on both sides, for Marigold Lane, in the amount of \$62,000.00, and called for a motion.

Motion: Jim Rhein made the motion, seconded by Terry Countermine, to approve the bonding of the sidewalks for Marigold Lane, on both sides, in the amount of \$62,000.00, as presented. The motion was duly passed.

**11. Request for approval of the Bradford Park PUD Phase 4 Planned Unit Development Plan
Presented by: Jeff Jones, 685 Shadden Road, Gray, TN**

BG & MLS Investments has requested approval of the Bradford Park PUD Planned Unit Development plan consisting of a total of 6 residential units located on Union Church Road. The subject property is on a single tract of land, zoned R-1A, containing approximately 0.90 acres, and is further described on Washington County Tax Map 52-F, Group D, Parcels 6.01, 6.02, and 6.03. Although the tract of land is zoned R-1A, the development type is a PUD, requiring that a freestanding building not be closer than 25 feet to the exterior property line. The development's infrastructure and residential units are already built, and upon review all units meet the minimum setbacks for the R-1A zone, however, does not meet the 25 feet PUD standard for Unit 231 and Unit 241. Unit 231 has a setback range between 12.09 and 12.84) and would require a variance of 12.91 feet; and Unit 241 has a setback at 13.28 feet and would require a variance of 11.72 feet. Unit 231 is neighbor to 227 Union Church Road and the setback between both buildings is greater than 32 feet; and Unit 241 is neighbor to 211 Headtown Road (Pizza Plus) and the setback between both buildings is greater than 70 feet. Staff finds that Units 231 and 241 are set back safely from adjoining property lines. PUDs are a very solid type of development for home ownership and mortgages with established Homeowner's Association. The subject 6-

unit Planned Unit Development will be under the same Homeowner's Association (HOA) as the other phases of Bradford Park that have been approved previously by the Planning Commission. PUDs are a very solid type of development for home ownership and mortgages with HOAs.

Chairman Foster read staff recommendation to approve the Bradford Park PUD Phase 4, 6-unit Planned Unit Development plan, subject to the Board of Zoning Appeals granting variances for side yards for Unit 231 of 12.91 feet, and Unit 241 of 11.72 feet. Chairman Foster asked Commissioners if they had questions or comments. With there being none, called for a motion.

Motion: Bill Graham made the motion to approve the Bradford Park PUD Phase 4, 6-unit Planned Unit Development plan, subject to the Board of Zoning Appeals granting variances for side yards for Unit 231 of 12.91 feet, and Unit 241 of 11.72 feet, as presented. Richie Hayward seconded the motion and it was duly passed.

12. Change of meeting date of the October 15, 2024 regular meeting

Chairman Foster said Town staff has requested changing the date of the October 15th regular meeting to October 29th. Upon the consensus of the Commissioners, the October meeting will be held at 6:00 p.m., Tuesday, October 29, 2024, at the Town Hall

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

Chairman Tom Foster opened the meetings of the Jonesborough Design Review Commission, the Jonesborough Planning Commission and the Jonesborough Board of Zoning Appeals, Terry Countermine led the group in an opening Prayer, and Robin Harpe led the Pledge to the Flag.

JONESBOROUGH DESIGN REVIEW COMMISSION

MINUTES – September 17, 2024

The Jonesborough Design Review Commission met in a regular meeting on Tuesday, September 17, 2024, at 6:00 p.m., in the Board Room at Town Hall, 123 Boone Street, Jonesborough, Tennessee.

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

Members Absent: Josh Conger

Staff Present: JW Greene, Shawn Jackson, Donna Freeman

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

- 1. Public Comments** – There were no Public Comments
- 2. Review and Consideration of the Building Design Plan for Starbucks, East Jackson Blvd, Jonesborough, TN**

Starbucks is proposed to be located within the Design Overlay District and details of façade building materials are being presented for consideration and approval. Starbucks is proposed off East Jackson Boulevard across from Regions Bank to the east at the traffic signal, and further described on Washington County Tax Map 52, Part of Parcel 225.03. The total area site area is 2.33 acres.

The proposed façade plan meets the minimum requirements of the design guidelines, primarily by achieving 75% exterior (actually 77%) wall material of brick. The secondary façade materials, which may be used up to twenty percent (20%) on exterior building walls include cast in place concrete (2%); prefinished metal coping (6%); and wood siding (15%), with all such materials approved by the Building Inspector.

Chairman Foster read the staff recommendation to approve the design of the building, as presented, and asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Frank Collins made the motion to approve the design of the Starbucks building, as presented. Richie Hayward seconded the motion and it was duly passed.

3. Review and Consideration of the Building Design Plan for Zaxby's Restaurant, East Jackson Blvd, Jonesborough, TN

Zaxby's is proposed to be located within the Design Overlay District and details of façade building materials are reviewed for Design Review Commission consideration and approval. A new Zaxby's Restaurant is proposed off East Jackson Boulevard (next to Regions Bank), and further described on Washington County Tax Map 52, Parcel 225.02. The total area site area is 1.11 acres.

Town Staff had several communications with Zaxby's representatives over the project and to reach the minimum 75% exterior wall standards as provided for in the design guidelines. The front façade has the following materials and percentages proposed. Glass at 20% is not considered as part of the primary 75% materials therefore staff calculated the overall front elevation square footage at 540 square feet (670.5 sq. ft. – 130.5 sq. ft. (glass) = 540 square feet). Brick consists of 86% of the primary materials used for the exterior wall. The proposed façade plan meets the minimum requirements of the design guidelines, primarily by achieving 75% exterior (actually 86%) wall material of brick. (Note: Exterior building materials such as the 10% Architectural Metal on the plans as part of the roofing system is excluded from the design plans.)

Chairman Foster read the staff recommendation to approve the design of the building, as presented, and asked Commissioners if they had any questions or comments, and with there being none called for a motion.

Motion: Terry Countermine made the motion to approve the design of the Zaxby's Restaurant building, as presented. Robin Harpe seconded the motion and it was duly passed.

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

Historic Zoning Commission

Minutes

The Jonesborough Historic Zoning Commission met in a regular meeting on Thursday, October 10, 2024, at 6:00 p.m. in the Board Room at the Town Hall located at 123 Boone Street, Jonesborough, TN.

Members Present: Aaron Bible, Chad Hylton, Frank Collins, Marcy Hawley, Herman Jenkins, Rebecca Moss, Nita Van Til

Members Absent: Chairman Zach Jenkins and Chris Basar

Others Present: Dr. Bill Kennedy

Call to Order

Vice Chairman Aaron Bible called the meeting to order. He stated there was one addition to the agenda for 126 Boone Street.

Public Comments

There were no public comments.

Addition to Agenda: 126 Boone St. – New home construction.

The motion to approve the addition to the agenda was made by Frank Collins, seconded by Nita Van Til and passed unanimously.

New Business:

1. 200 Main Street, Owner – Robert and Michael May, Presenter – Colton Brasure

The item was not discussed due to Robert and Michael May and Colton Brasure's nonattendance at the meeting.

2. 421 W. Main Street, Owner – Robert Staple, Presenter – Dr. Bill Kennedy

Robert Staple returned to request the approval of the Commission to add a carriage house type structure in the same approximate location where there was previously one on the property. Site visits were made by the Commissioners, and Dr. Bill Kennedy shared slides of the property and outlined where the carriage house would be located. The project has changed; there will be no carport. This will allow for the building to be within R1 Zoning regulations regarding setbacks. The doors will be plain panels instead of X panels as previously presented. Mr. Staple stated that

he had spoken with his neighbors regarding the project, and Chairman Zac Jenkins will contact them as well.

The motion to approve the framing to begin contingent on the owner bringing a sample of the building materials, hardware, lighting and paint color for approval was made by Frank Collins, seconded by Rebecca Moss and passed unanimously.

3. 122 W. Main Street, Venue on Main. Owner/Presenter – Brian Ponder

The item was not discussed due to Mr. Ponder's nonattendance at the meeting.

4. 119 E. Main Street, Owner – Heather Hawkins, Presenter – Zac Jenkins

The item was not discussed due to Mrs. Hawkin's nonattendance at the meeting.

5. 126 Boone St. – New Home Construction, Owner/Presenter – John Taylor

Mr. Taylor presented the blueprints of the new home he wishes to build. The plans are the same in area as the house that was originally there, although the porch will be bigger. The Commissioners advised Mr. Taylor that he would need to go before the Planning and Zoning Commission with his plans, as there was nothing for the Historic Zoning Commission to vote on at this time.

Commissioners' Comments

Herman Jenkins discussed string lights in downtown's business windows. He suggested that perhaps Dr. Bill Kennedy could speak with JAMSA. Aaron Bible noted that since they are inside the windows, there may be nothing to be done but speaking with the business owners. If the owners state that the lights are a type of advertising, Dr. Bill Kennedy referred to the guidelines of purpose and intent, which state that lighting shall not be excessive nor out of character.

Approval of Minutes – Meeting September 26, 2024

The motion to approve the minutes of the September 26, 2024, meeting as presented with one correction to Item 3 (a): "Rebecca Moss noted that the neighboring Central Christian Church needs to be notified of the intentions." was made by Nita Van Til, seconded by Chris Basar and passed unanimously.

With there being no further business for discussion, the motion to adjourn the meeting was made by Marcy Hawley, seconded by Herman Jenkins and passed unanimously.

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

Consent Agenda

DATE: November 12, 2024

AGENDA ITEM #: 6

SUBJECT: Supervisor Reports

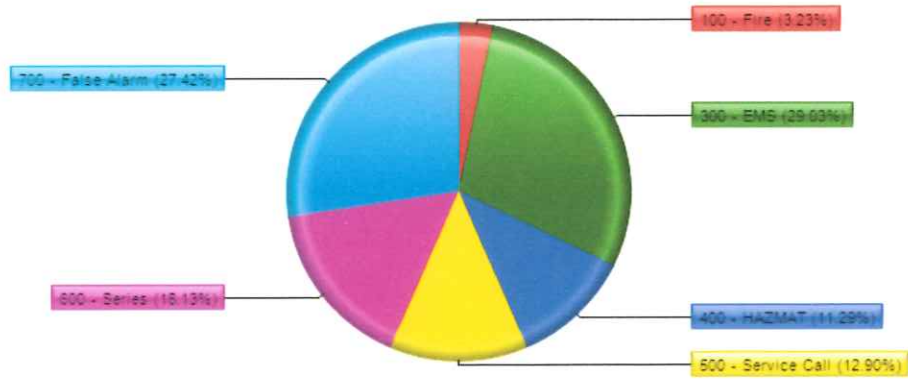
1. Fire Department
2. McKinney Center
3. McKinney Center Program Manager
4. Building Inspector
5. Website & Marketing Specialist
6. Director of Special Events
7. Utility Manager
8. Water Quality
9. Water Distribution
10. Wastewater
11. Water Treatment
12. Public Safety
13. Animal Control
14. Street Department
15. Tourism & Main Street Director
16. Marketing Manager
17. Jackson Theatre Operations Manager
18. Jackson Theatre Assistant Operations Manager
19. Jackson Theatre Technical Director
20. Parks & Recreation

Alarm Date between 2024-10-01

and 2024-11-01

Fire Incident Type Breakdown

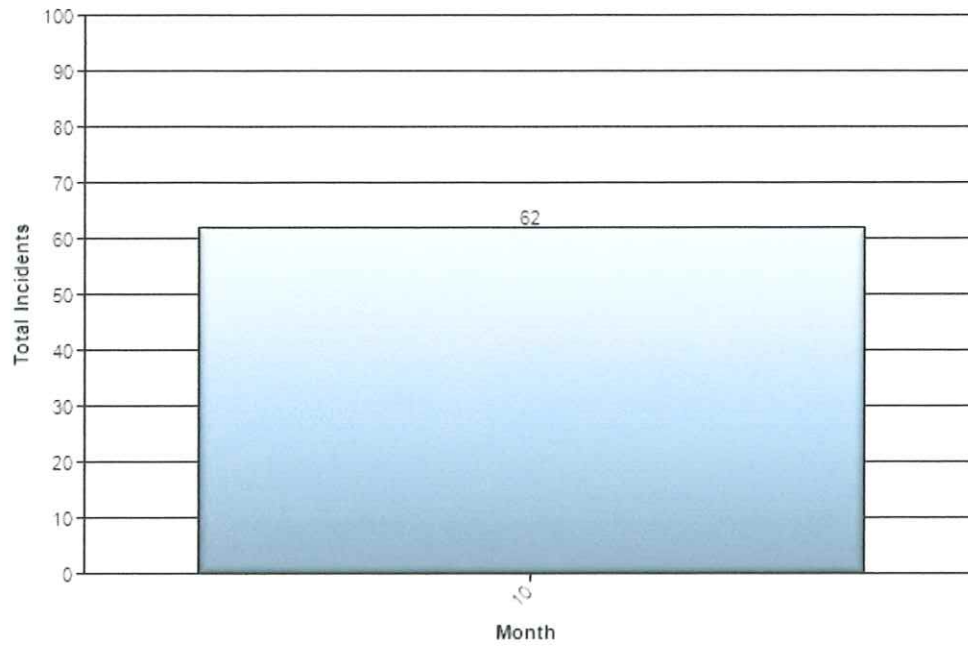
Incident Type Group	
100 - Fire	2
300 - EMS	18
400 - HAZMAT	7
500 - Service Call	8
600 - Series	10
700 - False Alarm	17
	62



Alarm Date between 2024-10-01

and 2024-11-01

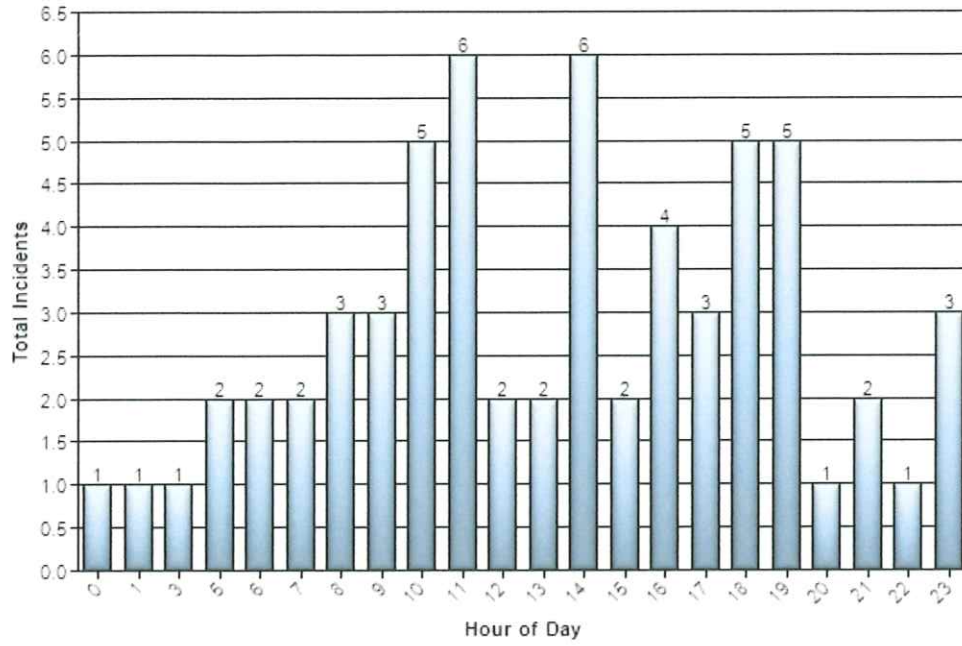
Monthly Breakdown of Incidents



Alarm Date between 2024-10-01

and 2024-11-01

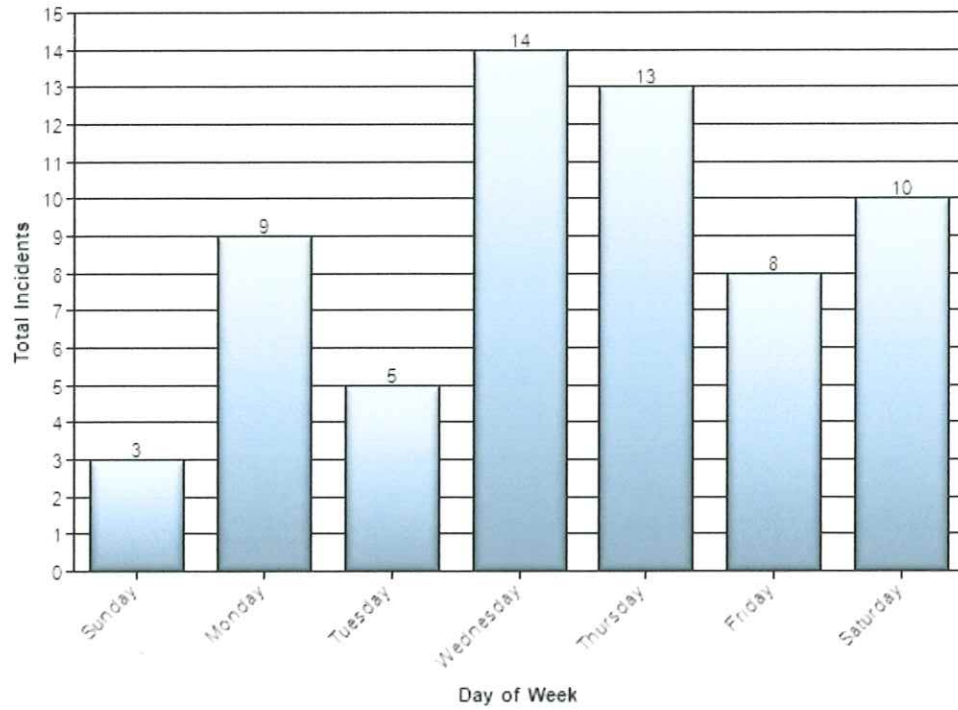
Hourly Breakdown of Incidents



Alarm Date between 2024-10-01

and 2024-11-01

Monthly Breakdown of Incidents



Alarm Date between 2024-10-01

and 2024-11-01

Incident List by Alarm Date/Time

Incident Number	Alarm Date	Alarm Time	Location	Incident Type Code	Incident Type	NFIRS Number
24179673	10/1/2024 9:12:07 AM	9:12 AM	102 MANOR LN	445	Arcing, shorted electrical equipment	1000413
24179744	10/1/2024 11:36:18 AM	11:36 AM	1111 E MAIN ST	553	Public service	1000414
24180286	10/2/2024 10:43:26 AM	10:43 AM	1300 SHELL RD	611	Dispatched & canceled en route	1000415
24180546	10/2/2024 9:35:09 PM	9:35 PM	583 WASHINGTON COLLEGE STATION RD	611	Dispatched & canceled en route	1000416
24180634	10/3/2024 3:00:55 AM	3:00 AM	390 Forest CIR	322	Motor vehicle accident with injuries	1000417
24182054	10/5/2024 11:24:27 AM	11:24 AM	151 OLD STATE ROUTE 34	553	Public service	1000418
24182211	10/5/2024 5:14:47 PM	5:14 PM	543 FOURTH AVE	745	Alarm system activation, no fire - unintentional	1000419
24182580	10/6/2024 10:07:57 AM	10:07 AM	151 OLD STATE ROUTE 34	553	Public service	1000420
24183111	10/7/2024 11:18:43 AM	11:18 AM	151 OLD STATE ROUTE 34	553	Public service	1000421
24183140	10/7/2024 12:34:58 PM	12:34 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000422
24183263	10/7/2024 5:13:10 PM	5:13 PM	320 E JACKSON BL	322	Motor vehicle accident with injuries	1000423
24184199	10/9/2024 5:30:01 AM	5:30 AM	171 CONKLIN RD	324	Motor vehicle accident with no injuries.	1000424
24184221	10/9/2024 6:30:19 AM	6:30 AM	128 POTTER RD	743	Smoke detector activation, no fire - unintentional	1000425
24184303	10/9/2024 10:12:57 AM	10:12 AM	211 CHESTNUT RIDGE DR	746	Carbon monoxide detector activation, no CO	1000426
24184407	10/9/2024 1:54:52 PM	1:54 PM	1601 E JACKSON BL	611	Dispatched & canceled en route	1000427
24184727	10/9/2024 11:38:56 PM	11:38 PM	600 JACKSON CT	311	Medical assist, assist EMS crew	1000428
24184974	10/10/2024 11:14:10 AM	11:14 AM	1531 E JACKSON BL	743	Smoke detector activation, no fire - unintentional	1000429
24184994	10/10/2024 11:45:08 AM	11:45 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000430
24185146	10/10/2024 4:19:30 PM	4:19 PM	105 BETHANY DR	442	Overheated motor	1000431
24185209	10/10/2024 6:37:57 PM	6:37 PM	FRANK LOWE RD	622	No incident found on arrival at dispatch address	1000432
24185473	10/11/2024 8:17:41 AM	8:17 AM	147 NEW ST	651	Smoke scare, odor of smoke	1000433
24185661	10/11/2024 2:59:40 PM	2:59 PM	1531 E JACKSON BL	322	Motor vehicle accident with injuries	1000434
24185795	10/11/2024 7:49:13 PM	7:49 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000435
24186034	10/12/2024 10:02:09 AM	10:02 AM	152 MCINTURFF RD	611	Dispatched & canceled en route	1000436
24186059	10/12/2024 11:15:26 AM	11:15 AM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000437
24186145	10/12/2024 2:28:56 PM	2:28 PM	1509 BOONES CREEK RD	631	Authorized controlled burning	1000438
24186699	10/13/2024 7:15:35 PM	7:15 PM	250 COUNTY FARM RD	745	Alarm system activation, no fire - unintentional	1000439
24187231	10/14/2024 3:03:45 PM	3:03 PM	116 KIRK LN	553	Public service	1000440
24187343	10/14/2024 7:37:17 PM	7:37 PM	3832 W MARKET ST	324	Motor vehicle accident with no injuries.	1000441

24187499	10/15/2024 7:01:06 AM	7:01 AM	DULANEY RD	700	False alarm or false call, other	1000442
24188132	10/15/2024 11:08:38 PM	11:08 PM	110 ROWE RD	440	Electrical wiring/equipment problem, other	1000443
24188205	10/16/2024 5:11:44 AM	5:11 AM	2281 MEADOW CREEK LN	743	Smoke detector activation, no fire - unintentional	1000444
24188525	10/16/2024 12:49:16 PM	12:49 PM	100 W MAIN ST	745	Alarm system activation, no fire - unintentional	1000445
24188719	10/16/2024 6:25:41 PM	6:25 PM	Ben Gamble RD	322	Motor vehicle accident with injuries	1000447
24189690	10/18/2024 1:06:15 AM	1:06 AM	318 CHEROKEE MOUNTAIN RD	111	Building fire	1000448
24189768	10/18/2024 7:28:11 AM	7:28 AM	742 BARLEY LP	424	Carbon monoxide incident	1000449
24190057	10/18/2024 4:39:51 PM	4:39 PM	417 BOWMAN AVE	441	Heat from short circuit (wiring), defective/worn	1000450
24190346	10/19/2024 9:32:12 AM	9:32 AM	1806 HIGHWAY 81 S	322	Motor vehicle accident with injuries	1000451
24191112	10/20/2024 9:32:28 PM	9:32 PM	1367 OLD STATE ROUTE 34	322	Motor vehicle accident with injuries	1000452
24191650	10/21/2024 6:09:21 PM	6:09 PM	CONKLIN RD	322	Motor vehicle accident with injuries	1000453
24192984	10/23/2024 7:36:00 PM	7:36 PM	222 TOWN AND COUNTRY DR	311	Medical assist, assist EMS crew	1000454
24193000	10/23/2024 8:34:29 PM	8:34 PM	129 Huffman LN	561	Unauthorized burning	1000455
24193487	10/24/2024 2:40:56 PM	2:40 PM	1407 W JACKSON BL	600	Good intent call, other	1000456
24194157	10/25/2024 2:22:42 PM	2:22 PM	1200 W JACKSON BL	650	Steam, other gas mistaken for smoke, other	1000457
24194344	10/25/2024 6:19:27 PM	6:19 PM	163 OLD EMBREEVILLE RD	311	Medical assist, assist EMS crew	1000458
24194721	10/26/2024 8:29:26 AM	8:29 AM	216 MAGNOLIA RIDGE DR	746	Carbon monoxide detector activation, no CO	1000459
24194830	10/26/2024 1:18:59 PM	1:18 PM	500 FOREST DR #1	412	Gas leak (natural gas or LPG)	1000460
24194875	10/26/2024 3:20:38 PM	3:20 PM	214 SCOTT LN	553	Public service	1000461
24194936	10/26/2024 6:01:08 PM	6:01 PM	42 NEW HALIFAX ST	700	False alarm or false call, other	1000462
24195740	10/28/2024 12:16:35 AM	12:16 AM	103 FRANKLIN AVE	745	Alarm system activation, no fire - unintentional	1000463
24196222	10/28/2024 4:43:15 PM	4:43 PM	122 TIPTON RD	311	Medical assist, assist EMS crew	1000464
24196447	10/28/2024 11:08:45 PM	11:08 PM	300 LEESBURG RD	311	Medical assist, assist EMS crew	1000466
24196717	10/29/2024 10:58:34 AM	10:58 AM	449 MAYBERRY RD	151	Outside rubbish, trash or waste fire	1000467
24197166	10/30/2024 6:14:15 AM	6:14 AM	376 E JACKSON BL	745	Alarm system activation, no fire - unintentional	1000468
24197720	10/30/2024 10:41:45 PM	10:41 PM	1528 ROCKY HOLLOW RD	424	Carbon monoxide incident	1000469
24197881	10/31/2024 8:08:22 AM	8:08 AM	100 E MAIN ST	700	False alarm or false call, other	1000470
24197925	10/31/2024 9:34:42 AM	9:34 AM	1518 W MAIN ST	553	Public service	1000471
24198057	10/31/2024 2:11:20 PM	2:11 PM	121 W MAIN ST	743	Smoke detector activation, no fire - unintentional	1000472
24198070	10/31/2024 2:34:23 PM	2:34 PM	117 BLACK THORN DR	735	Alarm system sounded due to malfunction	1000473
24198176	10/31/2024 4:57:08 PM	4:57 PM	121 W MAIN ST	744	Detector activation, no fire - unintentional	1000474
24198204	10/31/2024 5:41:34 PM	5:41 PM	121 W MAIN ST	744	Detector activation, no fire - unintentional	1000475

24198232	10/31/2024 7:15:57 PM	7:15 PM	HIGHWAY 11 E	622	No incident found on arrival at dispatch address	1000476
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Alarm Date between 2024-10-01

and 2024-11-01

Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
111	10/18/2024 1:06:15 AM	24189690	1000448	318 CHEROKEE MOUNTAIN RD
155	10/29/2024 10:58:34 AM	24196717	1000467	449 MAYBERRY RD
111	10/7/2024 12:34:58 PM	24183140	1000422	122 TIPTON RD
	10/9/2024 11:38:56 PM	24184727	1000428	600 JACKSON CT
	10/10/2024 11:45:08 AM	24184994	1000430	122 TIPTON RD
	10/11/2024 7:49:13 PM	24185795	1000435	122 TIPTON RD
	10/12/2024 11:15:26 AM	24186059	1000437	122 TIPTON RD
	10/28/2024 11:08:45 PM	24196447	1000466	300 LEESBURG RD
	10/23/2024 7:36:00 PM	24192984	1000454	222 TOWN AND COUNTRY DR
	10/28/2024 4:43:15 PM	24196222	1000464	122 TIPTON RD
	10/25/2024 6:19:27 PM	24194344	1000458	163 OLD EMBREEVILLE RD
375	10/3/2024 3:00:55 AM	24180634	1000417	390 Forest CIR
	10/7/2024 5:13:10 PM	24183263	1000423	320 E JACKSON BL
	10/11/2024 2:59:40 PM	24185661	1000434	1531 E JACKSON BL
	10/16/2024 6:25:41 PM	24188719	1000447	Ben Gamble RD
	10/20/2024 9:32:28 PM	24191112	1000452	1367 OLD STATE ROUTE 34
	10/19/2024 9:32:12 AM	24190346	1000451	1806 HIGHWAY 81 S
	10/21/2024 6:09:21 PM	24191650	1000453	CONKLIN RD
173	10/9/2024 5:30:01 AM	24184199	1000424	171 CONKLIN RD
	10/14/2024 7:37:17 PM	24187343	1000441	3832 W MARKET ST
133	10/26/2024 1:18:59 PM	24194830	1000460	500 FOREST DR #1
125	10/18/2024 7:28:11 AM	24189768	1000449	742 BARLEY LP
	10/30/2024 10:41:45 PM	24197720	1000469	1528 ROCKY HOLLOW RD
110	10/15/2024 11:08:38 PM	24188132	1000443	110 ROWE RD
113	10/18/2024 4:39:51 PM	24190057	1000450	417 BOWMAN AVE
112	10/10/2024 4:19:30 PM	24185146	1000431	105 BETHANY DR
115	10/1/2024 9:12:07 AM	24179673	1000413	102 MANOR LN
119	10/1/2024 11:36:18 AM	24179744	1000414	1111 E MAIN ST
	10/5/2024 11:24:27 AM	24182054	1000418	151 OLD STATE ROUTE 34
	10/6/2024 10:07:57 AM	24182580	1000420	151 OLD STATE ROUTE 34
	10/7/2024 11:18:43 AM	24183111	1000421	151 OLD STATE ROUTE 34
	10/14/2024 3:03:45 PM	24187231	1000440	116 KIRK LN
	10/26/2024 3:20:38 PM	24194875	1000461	214 SCOTT LN
	10/31/2024 9:34:42 AM	24197925	1000471	1518 W MAIN ST
111	10/23/2024 8:34:29 PM	24193000	1000455	129 Huffman LN
110	10/24/2024 2:40:56 PM	24193487	1000456	1407 W JACKSON BL
111	10/2/2024 10:43:26 AM	24180286	1000415	1300 SHELL RD
	10/2/2024 9:35:09 PM	24180546	1000416	583 WASHINGTON COLLEGE STATION RD

	10/9/2024 1:54:52 PM	24184407	1000427	1601 E JACKSON BL
	10/12/2024 10:02:09 AM	24186034	1000436	152 MCINTURFF RD
677				
	10/10/2024 6:37:57 PM	24185209	1000432	FRANK LOWE RD
	10/31/2024 7:15:57 PM	24198232	1000476	HIGHWAY 11 E
678				
	10/12/2024 2:28:56 PM	24186145	1000438	1509 BOONES CREEK RD
690				
	10/25/2024 2:22:42 PM	24194157	1000457	1200 W JACKSON BL
691				
	10/11/2024 8:17:41 AM	24185473	1000433	147 NEW ST
700				
	10/15/2024 7:01:06 AM	24187499	1000442	DULANEY RD
	10/31/2024 8:08:22 AM	24197881	1000470	100 E MAIN ST
	10/26/2024 6:01:08 PM	24194936	1000462	42 NEW HALIFAX ST
705				
	10/31/2024 2:34:23 PM	24198070	1000473	117 BLACK THORN DR
709				
	10/9/2024 6:30:19 AM	24184221	1000425	128 POTTER RD
	10/10/2024 11:14:10 AM	24184974	1000429	1531 E JACKSON BL
	10/31/2024 2:11:20 PM	24198057	1000472	121 W MAIN ST
	10/16/2024 5:11:44 AM	24188205	1000444	2281 MEADOW CREEK LN
712				
	10/31/2024 5:41:34 PM	24198204	1000475	121 W MAIN ST
	10/31/2024 4:57:08 PM	24198176	1000474	121 W MAIN ST
715				
	10/5/2024 5:14:47 PM	24182211	1000419	543 FOURTH AVE
	10/16/2024 12:49:16 PM	24188525	1000445	100 W MAIN ST
	10/13/2024 7:15:35 PM	24186699	1000439	250 COUNTY FARM RD
	10/30/2024 6:14:15 AM	24197166	1000468	376 E JACKSON BL
	10/28/2024 12:16:35 AM	24195740	1000463	103 FRANKLIN AVE
719				
	10/9/2024 10:12:57 AM	24184303	1000426	211 CHESTNUT RIDGE DR
	10/26/2024 8:29:26 AM	24194721	1000459	216 MAGNOLIA RIDGE DR

Fire - Incident Types Codes with Detail Breakdown

Date: Friday, November 1, 2024
Time: 6:37:43 AM

Alarm Date between 2024-10-01 and 2024-11-01

Incident Type Group	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Incident Type	Action Taken 1	Property Use Code	Property Use
100 - Fire								
	111							
		10/18/2024 1:06:15 AM	24189690	1000448	Building fire	Extinguishment by fire service personnel	419	1 or 2 family dwelling
						1		
	151							
		10/29/2024 10:58:34 AM	24196717	1000467	Outside rubbish, trash or waste fire	Investigate	962	Residential street, road or residential driveway
						1		
						2		
300 - EMS								
	311							
		10/7/2024 12:34:58 PM	24183140	1000422	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/9/2024 11:38:56 PM	24184727	1000428	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/10/2024 11:45:08 AM	24184994	1000430	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/11/2024 7:49:13 PM	24185795	1000435	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/12/2024 11:15:26 AM	24186059	1000437	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/23/2024 7:36:00 PM	24192984	1000454	Medical assist, assist EMS crew	Assistance, other	419	1 or 2 family dwelling
		10/25/2024 6:19:27 PM	24194344	1000458	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/28/2024 4:43:15 PM	24196222	1000464	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
		10/28/2024 11:08:45 PM	24196447	1000466	Medical assist, assist EMS crew	Provide manpower	419	1 or 2 family dwelling
						9		
	322							
		10/3/2024 3:00:55 AM	24180634	1000417	Motor vehicle accident with injuries	Investigate	931	Open land or field
		10/7/2024 5:13:10 PM	24183263	1000423	Motor vehicle accident with injuries	Investigate	961	Highway or divided highway
		10/11/2024 2:59:40 PM	24185661	1000434	Motor vehicle accident with injuries	Investigate	961	Highway or divided highway
		10/16/2024 6:25:41 PM	24188719	1000447	Motor vehicle accident with injuries	Investigate	961	Highway or divided highway
		10/19/2024 9:32:12 AM	24190346	1000451	Motor vehicle accident with injuries	Investigate	961	Highway or divided highway
		10/20/2024 9:32:28 PM	24191112	1000452	Motor vehicle accident with injuries	Investigate	631	Defense, military installation

		10/21/2024 6:09:21 PM	24191650	1000453	Motor vehicle accident with injuries	Investigate	961	Highway or divided highway
7								
132								
		10/9/2024 5:30:01 AM	24184199	1000424	Motor vehicle accident with no injuries.	Investigate	962	Residential street, road or residential driveway
		10/14/2024 7:37:17 PM	24187343	1000441	Motor vehicle accident with no injuries.	Control traffic	961	Highway or divided highway
2								
18								
400 - HAZMAT								
412								
		10/26/2024 1:18:59 PM	24194830	1000460	Gas leak (natural gas or LPG)	Investigate	519	Food and beverage sales, grocery store
1								
413								
		10/18/2024 7:28:11 AM	24189768	1000449	Carbon monoxide incident	Investigate	419	1 or 2 family dwelling
		10/30/2024 10:41:45 PM	24197720	1000469	Carbon monoxide incident	Investigate	419	1 or 2 family dwelling
2								
418								
		10/15/2024 11:08:38 PM	24188132	1000443	Electrical wiring/equipment problem, other	Investigate	400	Residential, other
1								
421								
		10/18/2024 4:39:51 PM	24190057	1000450	Heat from short circuit (wiring), defective/worn	Investigate	419	1 or 2 family dwelling
1								
432								
		10/10/2024 4:19:30 PM	24185146	1000431	Overheated motor	Investigate	419	1 or 2 family dwelling
1								
437								
		10/1/2024 9:12:07 AM	24179673	1000413	Arcing, shorted electrical equipment	Investigate	962	Residential street, road or residential driveway
1								
7								
500 - Service Call								
533								
		10/1/2024 11:36:18 AM	24179744	1000414	Public service	Investigate	931	Open land or field
		10/5/2024 11:24:27 AM	24182054	1000418	Public service	Investigate	931	Open land or field
		10/6/2024 10:07:57 AM	24182580	1000420	Public service	Investigate	931	Open land or field
		10/7/2024 11:18:43 AM	24183111	1000421	Public service	Investigate	931	Open land or field

		10/14/2024 3:03:45 PM	24187231	1000440	Public service	Assistance, other	429	Multifamily dwelling
		10/26/2024 3:20:38 PM	24194875	1000461	Public service	Investigate	931	Open land or field
		10/31/2024 9:34:42 AM	24197925	1000471	Public service	Investigate	931	Open land or field
							7	
551								
		10/23/2024 8:34:29 PM	24193000	1000455	Unauthorized burning	Investigate	419	1 or 2 family dwelling
							1	
8								
600 - Series								
600								
		10/24/2024 2:40:56 PM	24193487	1000456	Good intent call, other	Investigate	961	Highway or divided highway
							1	
611								
		10/2/2024 10:43:26 AM	24180286	1000415	Dispatched & canceled en route	Cancelled en route	419	1 or 2 family dwelling
		10/2/2024 9:35:09 PM	24180546	1000416	Dispatched & canceled en route	Cancelled en route		
		10/9/2024 1:54:52 PM	24184407	1000427	Dispatched & canceled en route	Cancelled en route	579	Motor vehicle or boat sales, services, repair
		10/12/2024 10:02:09 AM	24186034	1000436	Dispatched & canceled en route	Cancelled en route	UUU	Undetermined
							4	
622								
		10/10/2024 6:37:57 PM	24185209	1000432	No incident found on arrival at dispatch address	Investigate	962	Residential street, road or residential driveway
		10/31/2024 7:15:57 PM	24198232	1000476	No incident found on arrival at dispatch address	Investigate	961	Highway or divided highway
							2	
631								
		10/12/2024 2:28:56 PM	24186145	1000438	Authorized controlled burning	Investigate	931	Open land or field
							1	
630								
		10/25/2024 2:22:42 PM	24194157	1000457	Steam, other gas mistaken for smoke, other	Investigate	961	Highway or divided highway
							1	
653								
		10/11/2024 8:17:41 AM	24185473	1000433	Smoke scare, odor of smoke	Investigate	419	1 or 2 family dwelling
							1	
10								
700 - False Alarm								
700								
		10/15/2024 7:01:06 AM	24187499	1000442	False alarm or false call, other	Investigate	400	Residential, other

	10/26/2024 6:01:08 PM	24194936	1000462	False alarm or false call, other	Investigate	419	1 or 2 family dwelling
	10/31/2024 8:08:22 AM	24197881	1000470	False alarm or false call, other	Investigate	155	Courthouse
3							
715							
	10/31/2024 2:34:23 PM	24198070	1000473	Alarm system sounded due to malfunction	Investigate	419	1 or 2 family dwelling
1							
719							
	10/9/2024 6:30:19 AM	24184221	1000425	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
	10/10/2024 11:14:10 AM	24184974	1000429	Smoke detector activation, no fire - unintentional	Investigate	161	Restaurant or cafeteria
	10/16/2024 5:11:44 AM	24188205	1000444	Smoke detector activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
	10/31/2024 2:11:20 PM	24198057	1000472	Smoke detector activation, no fire - unintentional	Investigate	181	Live performance theater
4							
711							
	10/31/2024 4:57:08 PM	24198176	1000474	Detector activation, no fire - unintentional	Investigate	181	Live performance theater
	10/31/2024 5:41:34 PM	24198204	1000475	Detector activation, no fire - unintentional	Investigate	181	Live performance theater
2							
717							
	10/5/2024 5:14:47 PM	24182211	1000419	Alarm system activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
	10/13/2024 7:15:35 PM	24186699	1000439	Alarm system activation, no fire - unintentional	Investigate	419	1 or 2 family dwelling
	10/16/2024 12:49:16 PM	24188525	1000445	Alarm system activation, no fire - unintentional	Investigate	122	Convention center, exhibition hall
	10/28/2024 12:16:35 AM	24195740	1000463	Alarm system activation, no fire - unintentional	Investigate	121	Ballroom, gymnasium
	10/30/2024 6:14:15 AM	24197166	1000468	Alarm system activation, no fire - unintentional	Investigate	449	Hotel/motel, commercial
5							
710							
	10/9/2024 10:12:57 AM	24184303	1000426	Carbon monoxide detector activation, no CO	Investigate	419	1 or 2 family dwelling
	10/26/2024 8:29:26 AM	24194721	1000459	Carbon monoxide detector activation, no CO	Investigate	419	1 or 2 family dwelling
2							
17							

Alarm Date between 2024-10-01

and 2024-11-01

District	Incident Type Code	Alarm Date	Incident Number	NFIRS Number	Addresses Combined More
City					
		10/9/2024 11:38:56 PM	24184727	1000428	600 JACKSON CT
		10/25/2024 6:19:27 PM	24194344	1000458	163 OLD EMBREEVILLE RD
		10/3/2024 3:00:55 AM	24180634	1000417	390 Forest CIR
		10/7/2024 5:13:10 PM	24183263	1000423	320 E JACKSON BL
		10/11/2024 2:59:40 PM	24185661	1000434	1531 E JACKSON BL
		10/16/2024 6:25:41 PM	24188719	1000447	Ben Gamble RD
		10/26/2024 1:18:59 PM	24194830	1000460	500 FOREST DR #1
		10/18/2024 7:28:11 AM	24189768	1000449	742 BARLEY LP
		10/18/2024 4:39:51 PM	24190057	1000450	417 BOWMAN AVE
		10/10/2024 4:19:30 PM	24185146	1000431	105 BETHANY DR
		10/1/2024 11:36:18 AM	24179744	1000414	1111 E MAIN ST
		10/5/2024 11:24:27 AM	24182054	1000418	151 OLD STATE ROUTE 34
		10/6/2024 10:07:57 AM	24182580	1000420	151 OLD STATE ROUTE 34
		10/7/2024 11:18:43 AM	24183111	1000421	151 OLD STATE ROUTE 34
		10/14/2024 3:03:45 PM	24187231	1000440	116 KIRK LN
		10/26/2024 3:20:38 PM	24194875	1000461	214 SCOTT LN
		10/31/2024 9:34:42 AM	24197925	1000471	1518 W MAIN ST
		10/24/2024 2:40:56 PM	24193487	1000456	1407 W JACKSON BL
		10/9/2024 1:54:52 PM	24184407	1000427	1601 E JACKSON BL
		10/25/2024 2:22:42 PM	24194157	1000457	1200 W JACKSON BL
		10/11/2024 8:17:41 AM	24185473	1000433	147 NEW ST
		10/31/2024 8:08:22 AM	24197881	1000470	100 E MAIN ST

		10/26/2024 6:01:08 PM	24194936	1000462	42 NEW HALIFAX ST
	723				
		10/10/2024 11:14:10 AM	24184974	1000429	1531 E JACKSON BL
		10/31/2024 2:11:20 PM	24198057	1000472	121 W MAIN ST
		10/16/2024 5:11:44 AM	24188205	1000444	2281 MEADOW CREEK LN
	740				
		10/31/2024 5:41:34 PM	24198204	1000475	121 W MAIN ST
		10/31/2024 4:57:08 PM	24198176	1000474	121 W MAIN ST
	715				
		10/5/2024 5:14:47 PM	24182211	1000419	543 FOURTH AVE
		10/16/2024 12:49:16 PM	24188525	1000445	100 W MAIN ST
		10/30/2024 6:14:15 AM	24197166	1000468	376 E JACKSON BL
		10/28/2024 12:16:35 AM	24195740	1000463	103 FRANKLIN AVE
County					
	131				
		10/18/2024 1:06:15 AM	24189690	1000448	318 CHEROKEE MOUNTAIN RD
	171				
		10/29/2024 10:58:34 AM	24196717	1000467	449 MAYBERRY RD
	117				
		10/7/2024 12:34:58 PM	24183140	1000422	122 TIPTON RD
		10/10/2024 11:45:08 AM	24184994	1000430	122 TIPTON RD
		10/11/2024 7:49:13 PM	24185795	1000435	122 TIPTON RD
		10/12/2024 11:15:26 AM	24186059	1000437	122 TIPTON RD
		10/28/2024 11:08:45 PM	24196447	1000466	300 LEESBURG RD
		10/23/2024 7:36:00 PM	24192984	1000454	222 TOWN AND COUNTRY DR
		10/28/2024 4:43:15 PM	24196222	1000464	122 TIPTON RD
	172				
		10/20/2024 9:32:28 PM	24191112	1000452	1367 OLD STATE ROUTE 34
		10/19/2024 9:32:12 AM	24190346	1000451	1806 HIGHWAY 81 S
		10/21/2024 6:09:21 PM	24191650	1000453	CONKLIN RD
	171				
		10/9/2024 5:30:01 AM	24184199	1000424	171 CONKLIN RD
		10/14/2024 7:37:17 PM	24187343	1000441	3832 W MARKET ST
	124				
		10/30/2024 10:41:45 PM	24197720	1000469	1528 ROCKY HOLLOW RD
	110				
		10/15/2024 11:08:38 PM	24188132	1000443	110 ROWE RD

	845				
		10/1/2024 9:12:07 AM	24179673	1000413	102 MANOR LN
	851				
		10/23/2024 8:34:29 PM	24193000	1000455	129 Huffman LN
	815				
		10/2/2024 10:43:26 AM	24180286	1000415	1300 SHELL RD
		10/2/2024 9:35:09 PM	24180546	1000416	583 WASHINGTON COLLEGE STATION RD
		10/12/2024 10:02:09 AM	24186034	1000436	152 MCINTURFF RD
	877				
		10/10/2024 6:37:57 PM	24185209	1000432	FRANK LOWE RD
		10/31/2024 7:15:57 PM	24198232	1000476	HIGHWAY 11 E
	831				
		10/12/2024 2:28:56 PM	24186145	1000438	1509 BOONES CREEK RD
	700				
		10/15/2024 7:01:06 AM	24187499	1000442	DULANEY RD
	745				
		10/9/2024 6:30:19 AM	24184221	1000425	128 POTTER RD
	715				
		10/13/2024 7:15:35 PM	24186699	1000439	250 COUNTY FARM RD
Inside City of Johnson City					
	735				
		10/31/2024 2:34:23 PM	24198070	1000473	117 BLACK THORN DR
	745				
		10/9/2024 10:12:57 AM	24184303	1000426	211 CHESTNUT RIDGE DR
		10/26/2024 8:29:26 AM	24194721	1000459	216 MAGNOLIA RIDGE DR

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

October Events

October 9	Ornament Making Workshop
October 11	Halloween Haunts and Happenings Exhibition Opening
October 11&12	Spot on a Hill
October 18&19	Spot on a Hill
October 19	Farmers Market
October 21	Halloween Trivia with the Heritage Alliance
October 25	Conversations That Matter with Booker T. Washington Alumni
October 28	StoryTown Radio Show – Legs in a Barrel
October 31	Halloween Haunts and Happenings

Fall 2024 Classes – As of October 31, we have 204 registrations for Fall 2024 and 20 classes have been made. The same date last year in 2023, we had 204 registrations with nineteen classes made. So, I feel particularly good about our registration numbers for this fall. Most classes have wrapped up. We have a few more workshops to happen very soon. Our Fall Student Art Exhibition and Performance will be on Thursday, December 12, 6-7pm.

Spring 2025 Classes – The class catalog for Spring is finished and published. We have all the classes online at mckinneycenter.com. We also have forty-seven class and workshop offerings, plus private guitar, dulcimer, voice, and fiddle lessons. That is eighty-five offerings total for the spring semester. After going live with the classes on November 1, we immediately had registrations. We already have up to fifteen student registrations for spring. I have received one scholarship application already. I am writing the press release for classes. Skye has started social media for the classes, and I will be working with the Marketing Team to get the word out. This is the first semester that I did not create the hard copy catalog. This year, Skye took the reigns on designing the catalog. She did an excellent job. She has better skills with design than I do anyway. Bre also helped put in classes into the Course Storm System and being the building coordinator, I let Bre schedule all the classes for the spring 2025 semester. I did the budgets for each class, worked with each teacher on logistics and wrote class descriptions. We all reviewed the catalog for edits. I revised the guidelines and policies, created the promo codes, etc. It was a team effort, but I feel confident that my staff can manage this part of the MBM Program. I am excited that we are offering new classes this spring. I interviewed and coordinated with several new artists to teach. I hope to add more new offerings in the fall of 2025 as well.

Hallway Exhibition Program – This month we installed the Halloween Haunts and Happening Exhibition. I let Martha and Nori take the lead on installing the artwork and creating the labels this year. They did a fantastic job. We all made a spooky treat for the reception. I also shopped for supplemental food for the reception. We had over one hundred people in attendance. It was a high energy, fun, event. We had several people visit the exhibit during the month and several during Halloween Haunts and Happenings. We will continue this exhibit due to the great response.

Budget, Building, and Grounds – We have ordered several new items to replace old items at the center. New tablecloths to replace old ones. New mic headsets and receivers. New tablecloths for outreach activities. We ordered a bulletin board for the hallway that will display our member's names. We are ordering new name tags for everyone, and we ordered two new laptops for Skye and Martha.

Malcom and the Street Department have installed "slow down" signs in our alley way to help with traffic. Rick helped us get new sets of keys for new employees and a couple of doors rekeyed.

I provided Glenn with several names of people who could serve on a brainstorming session or community group to discuss ideas for the Ingels property. I also have been in touch with Dr. Kennedy and asked him to come assess the barn on the property. Once the property is mowed, I will get Dr. Kennedy on the property. I do not want to do so until the property is mowed, and it is safer to walk around the barn. I have also been in touch with a family member to get history and stories of the property.

Training – Worked with Lt. Peace on updating the MKC Emergency Policy. We also reviewed several safety courses for our staff and will be scheduling those soon.

StoryTown Programs

Spot on a Hill – This year’s productions went well. All but one sold out. In total, 346 tickets were sold.

StoryTown Radio Show – The October show was wonderful. The theme was “Legs in A Barrel.” We sold one hundred tickets to the show. It was the last regular show of the season. The next show will be the Soups and Songs fundraiser. Compared to last year, our tickets sales for the Radio Show has increased by 108%. This is due to Anne Mason and her fresh outlook of the program, willingness to change and adapt things to better suite audience needs. And she collaborates extremely well with other staff and the Marketing Team to help promote the Radio Show and other programs.

We have been working with Anne on getting the 2025 Season line-up together. We have been working on the Gala as well.

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

Jackson Theatre – Anne has been working with David on the film. Skye has been working on helping secure volunteers for the opening weekend. Anne and I met to go over needs from the MKC for the opening. We help in any way they need.

Soups and Songs – December 2 – I have been working with Anne and the MKC team to plan Soups and Songs. We will be making a few changes. We have already sold twelve tickets to the event.

Marketing – We have had a couple of meetings with the marketing team this month to go over publicity needs for MKC events. We also have met about the StoryTown and MKC branding and logos. The marketing team have been helpful as we work through these things.

Recovery Efforts – As soon as we all got word on the flooding destruction, we began to communicate with other organizations to try and help. I immediately reached Lamar Elementary School since that is where my

son goes to school, and we live in close proximity of the school and bridge. My son and I bought donations and took them to the school on Saturday after the flood. I also began soliciting donations as much as possible. Over the weekend Skye McFarland informed me that she was doing the social media for the Jonesborough Community Chest, and I told her to help them as much as they needed. She is still doing their social media and helping them get word out about their services. Once the Senior Center began taking donations the McKinney Center lent them our tent and directional signs. All our staff went up to the Senior Center to help take in donations at some point. Skye and her husband have been volunteering on weekends at various locations such as the Bristol Motor Speedway and Cherry Grove Baptist Church. I have “adopted a Lamar Family,” and I have been soliciting donations for a father and third grade daughter who lost their rental home in a fire the week after the flood. I sent out the family’s needs to various people. I have received everything on their list. Many town employees have donated to their cause in some way. All the staff at the MKC have donated in some way and many of our teachers and adult students have chipped in.

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.
- Created and emailed November 2024 Membership Newsletter.
- Reviewing preservation grants for our windows.
- Spent several hours working on re-establishing our Adobe account.
- Worked with Janet on a revenue line item.
- Accepted a request to judge Tennessee History Day for East Tennessee.
- Corresponded with two possible instructors for Fall 2025.
- Working with Anne and the team to get Indian Trail Middle School here in February for a showing of, “Nancy.”
- Compiling the Employee information forms and personnel policy pages.
- Updated the Homepage information of the website and sent it to Mitchell.
- Reviewed the Rental Press Release written by Bre that will go out prior to the holidays.
- Worked with Anne on a proposal for the Tennessee Association of Museums Conference.
- Reviewed a proposal from Skye McFarland for the Appalachian Studies Association Conference.
- Assisted a patron with finding a home for a Native Basket collection.
- Corresponded with a donor about a scrap paper donation for collage work. Corresponded with a student to receive the donation.
- Ordered supplies for office and outreach.
- Worked with Cameo to get Martha and Nori an account in the Asana event management software.
- Worked with Skye to schedule her some much-needed vacation time in November.

October 2024 Monthly Report, Skye McFarland

Outreach

For the month of October, our in-person outreach has only been at the Farmer’s Market, so far. We will end the month with the Halloween Haunts & Happenings event for Trick-Or-Treating and plan to interact with about 500 people. The Farmer’s Market was busy this month and we interacted with about 100 people. Martha Blaser, our AmeriCorps, took the lead on the last two crafts for the Farmer’s Market and did an excellent job. I helped her pick out a craft, gather materials, and prepare for the event. Social media this month is down, but we only ran one ad that has only reached about 1,000 people. Despite posts for the Halloween Art Exhibit, final Fall semester classes, the radio show, and Halloween Trivia, things are still far-reaching, just down from August. We are almost done with the Spring catalog, so ramping up to post about the Spring and use ads to boost it, we will likely see those numbers go up.

Facebook- Page Followers: 5.3K
 Page Following: 19

Instagram- Followers: 1943
 Reach: 945

YouTube- Subscribers: 258
 Watch Time: 19.5 Hours
 New Subscribers: 5

Month	Number	Digital	Paper	
January		24,573	8,300	32,873
February		11,296	145	11,441
March	850	37135	50	38,035
April	580	30940	40	31560
May	40	29729	100	29869
June	466	18876	20	19362
July	480	20,904		21384
August	970	51,923	9,000	61893
September	160	38,056	40	38256
October	100	21,110	40	21250
November				0
December				0
				305,923

Volunteers

During this past month volunteers have worked to help us with wine donations for the Halloween Exhibit opening, A Spot on the Hill ushers and check-in, and soda donations for Halloween Trivia.

Before this month is over, we will have volunteer hours from the radio show, trivia, and the Halloween Haunts & Happening event on October 31st. I worked to recruit these volunteers, contact them before events, and give them instructions. We have a lot of volunteers who already signed up for Soups & Songs on December 2nd. We should also have a decent number of volunteer hours due to Spot on the Hill actors and the radio show!

	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	27		27
November			0
December			0
			1350

Diversity & Equity

The Diversity & Equity Subcommittee planned to meet at the end of September, but we had low attendance planning to attend. I created an agenda, meeting notes from our last meeting, and sent an email to the committee. I did not receive any feedback, so I take this as people were content with the agenda.

Conversations That Matter was recorded on October 15th of this month. This month with the help of Ernest McKinney and Sue Greenlee, we were able to host six of the alumni from Booker T. Washington School to be on this program. It will be released and available for listen and/or watching on October 25th. This was an excellent recording, and we always love having the chance to get these important members of our community together. As always, I work to schedule, record, and edit the episodes of this program each month.

Marketing & Miscellaneous

Videos: Through the month of October, my video work has slowed down significantly since the Living Here Project was completed. I created four short videos with Matt Gulley and the McKinney Center AmeriCorps for Halloween Trivia. I also recorded performances at the Spot on the Hill performance and plan to upload these for the cast and keep the footage for future promotion.

Photography: I took photos this month for the Spot on the Hill Play and will take photos on Monday, October 28th for the StoryTown Radio Show. I take time after taking photos to edit and send them to the appropriate people and/or post them on social media.

Graphics: The largest graphics project I have worked on this month is the Spring 2025 catalog. I have incorporated images and class descriptions into a booklet that we hope to finalize soon. I also created a flyer for the Farmer's Market that included our upcoming events and a teaser for the Spring catalog. I designed and created a board of Artists' bios for the Halloween Exhibit as well as designed and created name tags for all the artists. I also created the StoryTown Radio Show poster and graphics to advertise for it throughout the month. I created the programs for Spot on the Hill, too.

I also worked to order new black tablecloths, new printed tablecloths for marketing events, ordered trophies for Halloween Trivia. I worked to get prizes for the first-place prize for Halloween Trivia. I also created an abstract and applied the Living Here exhibit to present at the Appalachian studies Association Conference in 2025. I helped Martha create a coffin for our Batt Skully Halloween Trivia videos and helped Martha create a barrel for the Radio Show.

Breanna Walker-Schadler October Monthly Report- McKinney Center

Classes & Special Events:

Fall semester classes are in full swing and begin to slow down towards the very end of October. Sydney is continuing to teach the core kids classes like Homeschool Creative Constructions, Art Adventures, and Creative Constructions. Sharon is teaching her Watercolor and Watercolor online. Karen Hitchcock taught a glass fusion square plate workshop. Beverly taught her Flower Painting & Mosaic Vase workshop. Kay taught Cyanotype I and Cyanotype II workshop. Jess is teaching Daytime Advanced Pottery. Jonathan continues to teach private vocal and guitar lessons. We had 323 students in the building for October.

October is a time filled to the trim with special events. We advertise our special events over the radio, news spotlights, newsletters, and social media to reach different audiences. We hosted the opening reception for the Halloween Haunts & Happenings artist reception on October 11th from 5-7pm with a total of 96 visitors. Anne opened Spot on the Hill October 11th and had a total of six performances for said play. The total visitor count for the six Spot on the Hill performances was 431 attendees. Martha and Nori attended the Farmers Market on October 19th and interacted with 100 people. Halloween Trivia on October 25th had 80 attendees. The Halloween Radio Show on October 28th had 125 attendees. There were 1,003 general visitors to the center during the month of October.

Rentals:

There were five rentals in the month of October. A community member rented our auditorium on October 13th for two hours to dance and paid a rate of \$130.00. A church group rented the auditorium on the 20th and the classroom on 27th. They paid a total of \$142.50 for both Sundays. A community organization held a Halloween party on October 22nd from 3:00-8:00pm and paid \$450.00. A community member rented classroom 2 and the kitchen for six hours for a total of \$310.00. Rental income for October is \$1,032.50.

There are ten rentals on the books for the month of November and eight booked in December. As we approach the holidays, we will get more rental requests for the next two months. Washington County schools have reached out to rent the auditorium for different events, such as the Crockett Volleyball Banquet in November and the Lamar 8th grade prom in May. The center has rentals planned through June of 2025.

Front Desk:

I spend most of my shifts at the front desk of the center. I welcome people into the building and answer phone calls. People like to ask questions about our classes, special events, and rentals. Over the month, people have come in in person and called in to purchase tickets for our special events this month and in December. I coordinate each morning with Roger for what set up is needed in each room. We also coordinate general building needs for the day with Roger. I coordinate with teachers for any special set up

changes, supplies, rosters, and student phone calls. Every student who comes into the building is accounted for with our rosters and daily visitor count sheet.

The October advisory Committee meeting was on October 17th and had thirteen people present. We handed out physical copies of the agenda to review. I kept notes of the meeting and wrote the meeting minutes for Theresa the following day. We had our weekly staff meetings, monthly marketing team meeting, and introductory meetings for the AmeriCorps Volunteers to review duties and special projects.

MBM Support:

The art classes at the McKinney Center are the biggest responsibility that I have a hand in on the day to day. Responsibilities include communicating with teachers, students, printing out rosters, registering people for classes, answering questions about classes, and much more. Theresa and I spend time every month working on the teachers' payments for said month. During the month of October, we had to cancel a couple of classes/workshops, which means I must adjust teachers' payments, the center's schedule, host schedule, and assist any students registered for said class.

Theresa, Skye, and I have spent a good portion of the month working on Spring 2025 classes. Theresa and I manually put in the classes into the online system and coordinated with teachers. Skye has designed and edited the document for our hard copy catalog. The online classes and the hardcopy catalog went through a long editing process that began at the beginning of October. We hit our mark of having spring classes complete by Halloween so we can hand out hard copy catalogs downtown.

The Halloween Haunts & Happenings exhibit opened on October 11th. I coordinated with artists for when to drop off their artwork. Staff made sure that they filled out loan contracts when dropping off artwork. Staff spent time decorating the hallway and classroom for the exhibit opening. I attended the reception and helped with setting up food tables, filling up food, and cleaning up after the event. Several people have come in to see the show, so I point them along their way. Several pieces sold the night of the show, and one piece sold after the show.

Anne led six performances for Spot on The Hill, one inside the McKinney Center and five outside. I assisted with setting up and tearing down the outside performance on October 18th. We had reserved the auditorium for rain location for four of the five outside performances. I coordinated with Anne and then the hosts that they would not need to come in as we did not need the rain locations.

Jonathan sent me his November private lesson by the 15th of October. I finished finalizing the private lessons on October 23rd. I finished the November weekly center schedules and the November host schedule by the end of the day the 23rd. These schedules and

calendars were reviewed by other staff members to ensure that all activities and shifts are covered. The documents were sent to the part time employees and put on sling on the 25th.

Halloween History Trivia was hosted on October 25th. Staff spent time decorating the auditorium and other areas of the center for the event. We had a meeting to make sure all our needs were met. Joe came in the week before to do a tech run for trivia questions. I assisted with collecting answers and checking people in at the event. We spent time taking down decorations that might have tripped the alarms.

Donations:

We received \$300.00 from two community members.

Martha Blaser – October 2024 Monthly Report – McKinney Center

McKinney Center:

- Halloween Haunts & Happenings
 - Created, printed, and cut labels for the show
 - Measured, placed, and decided where each piece of artwork would be hung in the McKinney Center
 - Decorated the McKinney Center for the reception on 10/11
 - Made snacks for reception event and attended the opening reception for the show
- A Spot on the Hill
 - Proofread, printed, and cut programs for the show
 - Worked first Saturday evening show on 10/12
 - Helped hang lanterns and show guests to their seating area
- Halloween Trivia
 - Created coffin from cardboard for videos
 - Helped Skye, Matt, and Katie from Heritage Alliance set up for and record promotional videos for the event
 - Worked to set up for event and decorate center
- Ornament Workshop
 - Attended workshop from 3-5 on 10/9 to help make ornaments for Soups and Songs
- Meetings
 - Attended MLK Day meeting with Skye at Langston on 10/11
 - Attended Advisory Committee Meeting on 10/17
- Radio Show
 - Started working on making cardboard barrel prop for “Legs in a Barrel” Radio Show
- Conversations That Matter
 - Assisted Skye with set up for recording of the podcast
 - Collected contact information from podcast guests

Outreach:

- Delivered posters to area businesses
- Farmer’s Market
 - Created craft where children would draw a face on a bandana, we would stuff it and tie it to a string to create a floating ghost
 - Attended Farmer’s Market with Nori from 8-12 on 10/19
 - Interacted with around 100 people

Noriah Shaw October Monthly Report- McKinney Center

Outreach:

This past month, Martha and I went down to First Baptist Church with Skye and helped unload donations for flood relief. We also helped sort clothing donations based on gender and size. Martha and I also assisted in passing out flyers in Downtown Jonesborough for our October radio show. We visited different storefronts around the area and told them about our event, as well as how to take part in it. Martha and I also ran the McKinney Center's booth at the Farmers Market on the 19th. We set our table up, helped children make crafts, told folks about who we are at the McKinney Center, and passed out flyers listing some of our upcoming events. We interacted with around 100 people.

Storytown:

This month, I chose the story for November's Story Snippet portion of our monthly newsletter. Once I found an audio story from our archives that I felt would be appropriate for the newsletter, I transcribed it, and shared the pdf to our shared drive. I also reached out to the person who had originally told the story, and sent them an email informing them that their story had been published in the newsletter. Another project I worked on this month was our Voices of the Archives podcast. I searched our archives for an audio Interview that would be suitable for November's Voices of the Archives podcast, and once I found one, I began editing it for the podcast. I also helped assist with this month's radio show and radio show rehearsal the days of. For the rehearsal I helped run sound and special effects, and for the show I did the same, as well as checking attendees in, running concessions, and selling tickets on Thundertix.

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 at the moment, I gather their information and leave a note for Bre to reach back out to them.

Special events:

In reference to classes, I helped edit our spring class catalog before it was released. I also helped prepare for our Halloween Trivia event by assisting Skye in making our Bat Scully promotional Halloween videos! I acted in one of the videos, helped shoot the other two, as well as create props and special effects. I also assisted with the Halloween Trivia event the night of, helping set up beforehand and welcoming guests in once the event started. I took part in my very first monthly Advisory Committee meeting on October 17th. In preparation for our Soups and Songs event coming up in December, I helped sculpt complimentary ordinates out of clay for our attendees. I also helped with our October play, Spot On a Hill. I helped paint set pieces for the play, helped transport and set up benches and lanterns for the outdoor performance, and helped guests check in and find their seats when they arrived.

October 2024 Monthly Report, Anne G'Fellers-Mason

Program Manager

StoryTown Radio Show/StoryTown Initiative

All outdoor performances of "A Spot on the Hill" were sold out and the indoor matinee was halfway sold out. The total audience attendance for the show was 327. We have sold 70 tickets so far for the October 28th Radio Show "Legs in a Barrel" Murder Mystery. We anticipate a full house.

- 1) We have currently raised \$3,700.00 in sponsorships for the 2024 season.
- 2) We advertised the October show in the local papers and on the radio. The event was boosted through the StoryTown page.
- 3) We are planning for the Soups and Songs event on December 2nd and have one confirmed sponsor for the event. We will have three musical acts, including the Jonesborough Novelty Band. Tickets are on sale to McKinney Center members now and go on sale to the public on November 1st.
- 4) StoryTown Radio Show season passes will return for the 2025 season. The dates, themes, and musical acts have been secured. We are working on the season marketing roll-out. The first show will be at the Jackson Theatre on January 27, 2025, with Carson Peters as the musical guest.

Jackson Theatre Project

I have been working with David Verde on film clips online. StoryTown Radio Show and the McKinney Center will be a part of the theatre's grand opening the weekend of November 14-17. StoryTown will perform at Storytellers' Night on November 16th. I have extended invitations to everyone who was interviewed as a part of the project, as well as the StoryTown players and the cast of the film. StoryTown will share stories from the interviews that were collected for the project but not included in the final film.

Story Collecting Class

I will be conducting a story collecting class on the evenings of November 7th and 14th to train new members to become a part of the Story Brigade. The Brigade is instrumental to gathering and protecting our community's stories.

Podcast

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

Total Downloads: 408 in the last thirty days

Social Media Posts

Facebook last 28 days

Page Followers: 1,557

Page Following: 430

Most interacted with Post (non-boosted) – Goodbye to Isaac Woods, former AmeriCorps post (1,043 post reach & 404 post engagement), Boosted post for October show tickets reached 3,304 people and had 414-person engagement as of 10/24/24

Post reach: N/A

Post engagement: 1,527

New Page Followers: 17

Interactions Reactions: 638

Comments: 66

Shares: 87

Photo views: 328

Link clicks: 28

Instagram last 28 days

Followers: 807

Reach: 1,941 (409 from organic, 1,610 from ads)

Content Interactions: 559

Profile Visits: 112

Link Clicks: 12

The memorial we shared in memory of Booker T. alumni Montreal Brown had the most engagement with a post reach of 138 and 15 reactions.

YouTube last 28 days

Subscribers: 19

Views: 2

Watch Time: 0.0

New Subscribers: 0

Impressions: 232

Numbers for Month:

Additional StoryTown Volunteers: 19 (Number of volunteer hours, 45)

A Spot on the Hill Volunteers (actors): 138 (Number of volunteer hours, 525)

Interactions: StoryTown Radio Show Production Meeting – 1, Misc. ASOH – 3, McKinney Center Advisory Board – 7, Marketing Team – 3, Main St Board – 16, Media – 0, A Spot on the Hill audience – 327, Jackson Theatre related – 4, Northeast TN Museum Assoc. – 15, JAMSA Board – 10, Town Christmas Mtg – 8, Diversity Equity & Inclusion - 0, Programming Workshop w/Berea - 8, JAMSA Mtg – 23, Misc. - 2

Total for Month - 584

JONESBOROUGH BUILDING PERMITS

COMPARISON SHEET

YEAR - 2023				YEAR - 2024			
MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE	MONTH	# OF PERMITS	PROJECT COST	PERMIT FEE
January	5	350,900.00	1,929.95	January	9	2,995,200.00	16,743.60
February	12	2,031,200.00	11,171.60	February	7	481,740.74	2,392.01
March	35	3,776,990.00	23,648.20	March	9	4,515,000.00	24,832.50
April	13	284,035.04	1,662.20	April	16	2,595,000.00	14,484.50
May	25	2,322,195.00	12,791.70	May	18	3,010,015.00	16,912.47
June	32	2,278,158.00	12,529.92	June	18	3,181,275.00	17,998.04
July	36	109,225.15	600.74	July	38	7,507,021.00	41,348.32
August	55	2,021,948.00	10,378.69	August	46	9,561,667.00	52,790.70
September	<i>No Report - Due to Resignation of Building Inspector</i>			September	22	2,892,193.61	21,984.41
October	31	643,786.00	3,755.25	October	30	4,352,014.18	37,412.65
November	55	5,573,016.00	30,769.02	November			
December	5	1,090,173.54	6,270.80	December			
TOTALS	304	\$20,481,626.73	\$115,508.07	TOTALS	213	\$41,091,126.53	\$246,899.20

**TOWN OF JONESBOROUGH
2024 BUILDING PERMITS**

October	DATE	OWNER	ADDRESS	CONSTRUCTION	COST	FEE
	10/1/24	Kendra Crowe	151 Old State Route 34	Manufactured Home	245,079.18	2,083.17
	10/3/24	Gene Wishon	1406 W. Jackson Blvd.	Replace Storm Drain Pipe	700.00	5.95
	10/8/24	Southern Builders Dev	122 Thompson Meadow Ln.	New Home	325,000.00	2,765.50
	10/1/24	D R Horton	1097 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/1/24	D R Horton	1099 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/1/24	D R Horton	1101 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/1/24	D R Horton	1103 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/1/24	D R Horton	1105 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/1/24	D R Horton	1107 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/1/24	D R Horton	1109 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/8/24	Southern Builders Dev	110 Thompson Meadow Ln	New Home	325,000.00	2,762.50
	10/8/24	Southern Builders Dev	104 Thompson Meadow Ln	New Home	325,000.00	2,762.50
	10/18/24	Tucker Home Builders	509 Middays Rest	New Home	325,000.00	2,762.50
	10/18/24	Tucker Home Builders	525 Middays Rest	New Home	325,000.00	2,762.50
	10/18/24	Tucker Home Builders	537 Middays Rest	New Home	325,000.00	2,762.50
	10/18/24	Tucker Home Builders	551 Middays Rest	New Home	325,000.00	2,762.50
	10/18/24	D W Cooper	107 Carriage Ln	New Roof	14,500.00	123.25
	10/30/24	Daniel Crowe	151 Old State Route 34	New 700' Drain Line	2,143.00	18.22
	10/30/24	Jerold & Sally Lipsky	209 4th Ave	New Garage	24,000.00	204.00
	10/24/24	D R Horton	1116 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/24/24	D R Horton	1118 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/24/24	D R Horton	1120 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/24/24	D R Horton	1122 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/24/24	D R Horton	1124 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/24/24	D R Horton	1126 Saylor's Pl	New Townhome	136,529.00	1,160.50
	10/24/24	Buckingham Dev	Skyline Landing	New Sign	900.00	31.50
	10/24/24	Greater Impact Realty	372 E. Jackson Blvd.	New Sign	1,795.00	62.83
	10/24/24	11E Diner	1408 W. Jackson Blvd.	New Sign	495.00	18.35
	10/24/24	Wolfe Dev	1000 W. Jackson Blvd.	New Sign	10,500.00	367.50
	10/24/24	West Hills Tractor	1103 W. Jackson Blvd.	New Directional Signs	2,025.00	70.88
				TOTAL	\$4,352,014.18	\$37,412.65

2024 BUILDING PERMITS REPORT

	# PERMITS	AMOUNT	FEES	NEW HOUSES	COMMERCIAL	RENOVATIONS PLUMBING MECHANICAL MISCELLANEOUS	ADDITIONS	SIGNS
January	9	2,995,200.00	16,743.60	9	0	0	0	0
February	7	481,740.74	2,392.01	1	1	4		1
March	9	4,515,000.00	24,832.50	6	1	2	0	0
April	16	2,595,000.00	14,484.50	12	1	3	0	0
May	18	3,010,015.00	16,912.47	11	0	6	0	1
June	18	3,181,275.00	17,998.04	8	2	5	1	2
July	38	7,507,021.00	41,348.32	30	29	6	1	2
August	46	9,561,667.00	52,790.70	44	0	2	0	0
September	22	2,892,193.61	21,984.41	12	1	7	1	1
October	30	4,352,014.18	37,412.65	21	0	4	0	5
November								
December								
TOTALS	213	\$41,091,126.53	\$246,899.20	154	35	39	3	12

	Monthly Total	Year-To-Date
New House Permits	4,294,956.18	\$38,068,555.18
New House Permit Fees	36,510.17	\$227,226.37
Commercial Permits	15,715.00	\$2,001,060.74
Commercial Permit Fees	551.06	\$8,608.15
Renovations, Additions Permits	41,343.00	\$1,021,510.61
Renovations, Additions Permit Fees	351.42	\$66,025.16

Monthly Report October 2024

Mitchell Calvin, Digital Media Manager

Websites

- Updated the .com home page to show the newest events coming up
- Daily 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
- 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 calendar to show their daily events
- Updated the weekly newsletter on Fridays
- Updating the centers page on the website
- Adding event announcements to the centers page

McKinney Center

- Monthly marketing meeting to help improve the users experience on the site
- Working with the McKinney Center and Marketing Team to revise and improve the final draft of the logo guide.
- Creating webpages for upcoming events

Marketing

- Attended Marketing meetings
- Attended JAMSA Meetings
- Attending Event meetings with Merchants leading the events
- Creating an Events Page that will show all of the town events in an easy to find webpage
- Creating the layout and design for the Events Page and developing the system to pull the information we need

Jackson Theatre

- Attended Jackson Theatre Marketing meetings
- Worked with Amber to create the three grand opening posters and graphics for social media and the websites.
- Helped with the Jackson Theatre website photoshoot
- Helped handout table tents and posters to merchants

Halloween Haunts and Happenings

- Updated information on the website with this years information
- Helped handout table tents and posters to merchants
- Meetings for Marketing and Day of Event
- Helped deliver candy to merchants
- Helped with the costume contest

Analytics

- Monitored the Google analytics for the .org, .com, McKinney and Wetlands site
- We had over 1,300 visitors on the [tn.org](#) site for Town Employment
- Haunts and Happenings had over 3,500 views on the tourism website



Updates and Projects

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

Main Street and Downtown Update

Attended JAMSA fall planning retreat.

Attended Main Street board meeting.

Submitted T-mobile grant to purchase golf carts for greater accessibility for mobility challenged event attendees.

Met with Chris Kudera to discuss potential applying for the Recreation Economy for Rural Communities (RERC) grant, which is a technical assistance grant partnership between Parks & Recreation and Main Street.

Attended Appalachian Regional Commission (ARC) grant information webinar on the new READY Grants to Grow (G2G) initiative.

Music On the Square

Music on the Square season closed at the end of September. The final Friday (September 27, 2024) was cancelled due to the impacts of Hurricane Helene.

Revenue for September MOTS was \$1923.

Events

Held Christmas in Olde Jonesborough planning meeting and began scheduling activities.

Assisted with set-up and implementation of Brews & Boos.

Coordinated pumpkin pickup and Jack-o-Lantern drive thru.

Did WJHL TV interview for Jack-o-Lantern drive thru and Haunts & Happenings.

Assisted with planning and implementation of Haunts & Happenings.

Worked with Tourism Director to set event schedule for 2024.

Updated and scheduled weekly newsletter distribution.

Attended Jackson Theatre opening meetings.

Worked with Amber and coordinated catering for the VIP event.

Miscellaneous

Toured the Town parks with Chris Kudera who provided information about the past/present/future of each park.

Had post-flood informational Teams meeting with Lynn Tully, Regional Director, TN ECD.

Participated in regional Tourism Day of Service.

Utility Manager Monthly Report

October 2024

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

Distribution department installed 39 new service taps and repaired 43 service leaks for the month of October. The distribution department also completed 30 miscellaneous work orders and located 232 TN 811 one calls.

Water Quality Department read 13,544 meters for the month of October. The Water Quality Department cut off 155 meters with 78 of those for nonpayment. The Water Quality Department had a total of 15,742 total actions taken in the month of October. As of October 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 October.

Water Plant processed 80.515 million gallons of water with a daily average of 2.683 million gallons per day in the month of October. 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 October and Woodlawn Tank has maintained an average level of 20 feet for October.

Wastewater Department operated under normal conditions for the month of October. Wastewater had no releases, overflows or bypasses in October. The North Cherokee extension is at the 99% completion mark. The new school sewer was completed. All industries are within compliance. The WWTP is operating well. The diesel redundancy pump did operate in October. The month of October experienced 5 days of precipitation for a total of 1.70 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45 %. For October, this rate was 36%, equating to an average of nearly 360,000 gallons daily.

County water line construction crew finished McCall Rd. on June 25th and has been installing 12" DIP at the WCIP and has finished the construction of the 12" DIP at the industrial park. The construction crew will be starting a new water line project on Jackson Bridge Rd. To date the Construction crew has installed @ 86,000' of 6" DIP and @ 4,000' of 12" DIP.

We had a busy October in Utilities. As of October 31st, 2024, the Wastewater Department has 2 vacancies, Water Distribution has 4 vacancies, Water Quality and the Water Treatment Plant has no vacancies. We are actively interviewing potential employees, but we struggle when it comes to start out pay to attract the people with the skill set, we need. I am working daily with GRW on the planning and design phase of the Water Treatment plant, 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
October 2024

<u>Meters Read:</u>	<u>Meters Cut On:</u>	<u>Meters Cut Off:</u>	<u>Meters Rechecked:</u>
13,544	135	155	48

<u>Meter Maintenance:</u>	<u>Non-Payment :</u>	<u>Customer Inquiries:</u>
53 Meter Lids Replaced	78 Accounts	93
87 Meters Marked		
94 Meters Serviced		
152 Locations Entered in Harmony		

<u>Water Line Flushing:</u>	<u>Service Line Leaks:</u>	<u>Reports & Spreadsheets:</u>
120	48	234

<u>Valve Maintenance:</u>	<u>Water Line Locates:</u>
17 Valves exercised	41

<u>Dispatch & Service Calls:</u>	<u>New Services:</u>
811	32

Total Actions Taken:
15,742

Due to Hurricane Helene and massive flooding, Water Quality and County Crew has been working to restore service and water lines. Water Quality and County Crew has also been working to repair extensive damage to the water system infrastructure. Location of lines, meters, and valves, as well clean up to access these locations. Repairs and replacement of mains due to leaks or damage.



TOWN OF JONESBOROUGH

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Monthly Report October 2024

Water Distribution

Complaints Total - 6 5 - Total Complaints Last Month

Taps Installed - 39 18 - Total Taps Last Month

Tennessee One Call - 232 213 - Total Last Month

This Month there were 232 locations marked on our Water System for proposed work such as Telephone Co, Gas co, Cable co, and Power Board.

Water Leaks Total- 43 51 - Total Last Month

Down Meters Installed Total - 0 0 - Last Month

Meter Box Replaced Total - 5 3 - Total Last Month

Paving Locations - 2 10- Total Last Month

Yard Work Clean Total - 0 0- Total Last Month

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

GPS Project Goals

October 2024: For the month of October 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 October Town Crew

The Town Crew has concentrated their efforts on repairing all leaks (43) due to the drought and storage tank levels.

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

County Crew Completed Projects

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

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

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

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

Malone Hollow- County Crew- Completed

Saylor Hill Road- County Crew -Completed

Rock House Road- 1900'- Completed

Dry Creek Road- Completed

McCall Road- Completed

County Crew Progress

For the month of September, the county crew installed a 1,000' of 12" waterline. The crew also installed 3- 12" tees and 9 valves. The crew are done laying waterline on the project. The crew still have to do the cleanup and pave 120'x3' trench on the driveways.



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Wastewater – October 2024 Monthly System Operations Summary

Date: November 4, 2024

Customer Calls:

Total: 9 Resolved: 9

TN811: Taken: 704 Required Action: 488

Sewer Taps:

New: 7 Completed: 6 Pending: 2 Pending Contracted: 123*

* Contracted Taps were consolidated from active records.

Projects Underway:

1. Cleanup & Paving North Jonesborough Community

System Maintenance:

Line Cleaning: 0'	Line Inspections: 0'	System Repairs: 0
Station Repairs: 6	Station Cleaning: 7	STEP Unit Repairs: 2

Overflows/Releases/Bypasses:

None

Town of Jonesborough
Environmental Services
Department Monthly Report

October 1, 2024
thru
October 31, 2024

Wastewater Plant: The WWTP is running well. The Diesel Redundancy Pump did operate in October. The month of October experienced 5 days of precipitation for a total of 1.70 inches. The need for further I&I work is still apparent. Current data indicates a daily inflow rate between 30-45%. For October, this rate was 36%, equating to an average of nearly 360,000 gallons daily.

Wastewater Plant Compliance – October 2024

Parameter	Result	Limit	Violation Y/N
CBOD Monthly	5mg/l – 30lb/d	21mg/l – 167lb/d	N
CBOD Weekly	6mg/l – 35lb/d	25mg/l – 208lb/d	N
CBOD Daily	7mg/l – 97%Rmv	30mg/l – +40%Rmv	N
Ammonia Mo.	0.6mg/l – 2.3lb/d	8mg/l – 67lb/d	N
Ammonia Wk.	0.5 mg/l – 3.3lb/d	12mg/l – 100lb/d	N
Ammonia Day.	1.3 mg/l	16mg/l	N
TSS Monthly	4mg/l – 20lb/d	30mg/l – 250lb/d	N
TSS Weekly	6mg/l – 32lb/d	40mg/l – 304lb/d	N
TSS Daily	8mg/l – 95%Rmv	45mg/l – +40%Rmv	N
E. coli Monthly	3.1/100ml	126/100ml	N
E. coli Daily	21/100ml	941/100ml	N
Chlorine	0.47 mg/l	2.0mg/l	N
Sett. Solids	0.1ml/l	1.0ml/l	N
Diss. Oxygen	7.5 mg/l	6.0mg/l Minimum	N
pH	7.5su/7.8su	6su – 9su min/max	N

Please note that the information provided in the compliance table is accurate through 10/27/24 and should not be considered conclusive for the entire month.

Sewer Construction/Collection System: No Releases, Overflows, or Bypasses occurred during October. The staff spend a good portion of the month working in a support role for the water system following Hurricane Helene. Several lift station repairs were made, and new drainage tiles were installed at Allison Drive near the May Drive intersection.

Industrial Pretreatment: The Semi-Annual Report was submitted on October 28, 2024. All industries are currently in compliance with their industrial pretreatment permits.

NPDES Permit: DRMQA-44 was completed successfully by the laboratory. The WWTP is in full compliance with the NPDES permit.

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

Cobern O. Rasnick
Director of Environmental Services

Work Orders By Type

10/01/2024 to 10/31/2024 as of 11/4/2024
...Powered By eWorkOrders.com

Status: 2-Closed

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	262
WW-Corrective	39
Total Work Orders:	301

Work Orders By Type

09/01/2017 to 10/31/2024 as of 11/4/2024
...Powered By eWorkOrders.com

Status: 0-Open

Department: Town of Jonesborough

Work Order Type	Quantity
WW-Preventive Maintenance	95
WW-Requested Work	10
WW-Corrective	10
Total Work Orders:	115

	Current Month	Previous Month	% Change
Work Orders Generated	335	334	0%
Percentage of Completion	90%	64%	+25%
Work Orders Completed	301	214	+28%

*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 ~~November 02, 2024~~

OCTOBER

OCTOBER

For the month of ~~September~~, the total amount of water processed was 80,515 million gallons, with a daily average of 2.683 million gallons, a maximum of 2.788 million, and a minimum of 1.845 million.

This is the weekly report for week of November 02, 2024,. Water Plant operations worked on Tuesday Oct. 29th to empty the Sedimentation Basins to remove sludge and grit from the Basins and pump the sludge to cell no. 2 lagoon.. Operators worked to keep the water plant and raw pumping station operable during the entire day in operation and while washing the basins with fire hose water and operating the Basin drains for removal to the lagoons. On Thursday, I had Joe Kincer with Bouchard Company out of Knoxville to look at quotes for the new mixer and the 2 flash mixer repair quotes. Also, a visit to the Raw intake bldg. for the jet pump installation and quotes on all 3 Raw motors for inspections. Getting quotes on security cameras from fennier electronics on security cameras at water plant . On Friday , we have a the bid on plant cameras with the Fennier company Bid on hand for decision. I have the second bid from Shea Longshore with Johnson company for the installation of new mixer for decision and comparison with the Bouchard bid. . Overhead crane was checked on Friday , Oct. 4 for checks and repairs. All overhead outside lights are working and good condition and the Raw water Bldg. had inside lights replaced and working. Busy week of last week of October with the plant grounds were lawn mowed on Friday.. Looks like Zion company divers are here Wednesday, Nov.6th to inspect the intake structure. (The water plant was running well and producing water .

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

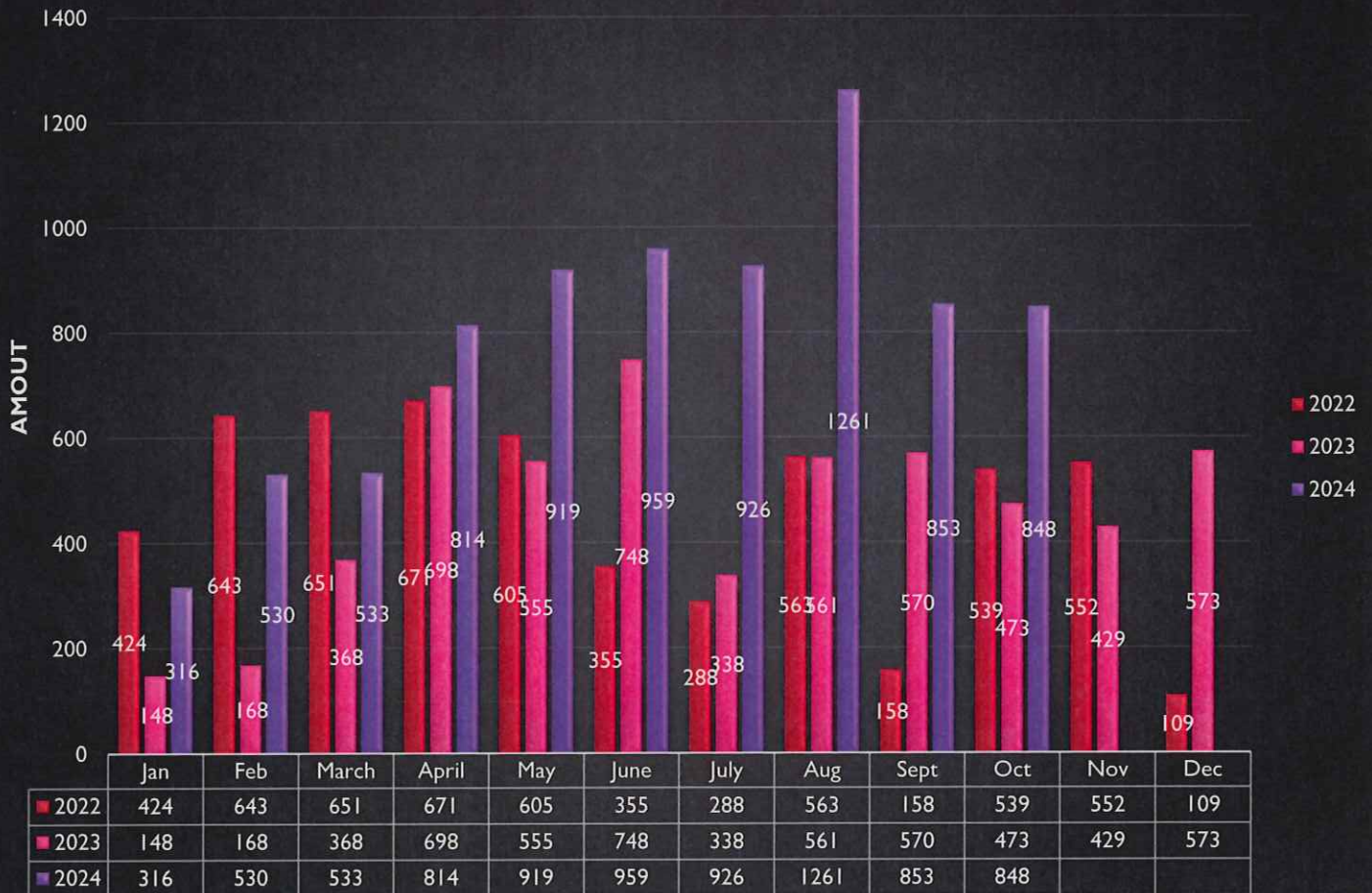


Oct. 2024 Redflex Report

From Oct. 1st through Oct. 31st the traffic cameras registered a total of **(848)** violations with **(41)** violations remaining for processing. Of the total violations, Redflex and Jonesborough officers rejected **(161)** resulting in **(646)** 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 **(367)** violations followed by Jackson and Forrest (Westbound) with **(236)**.

Violations Mailed

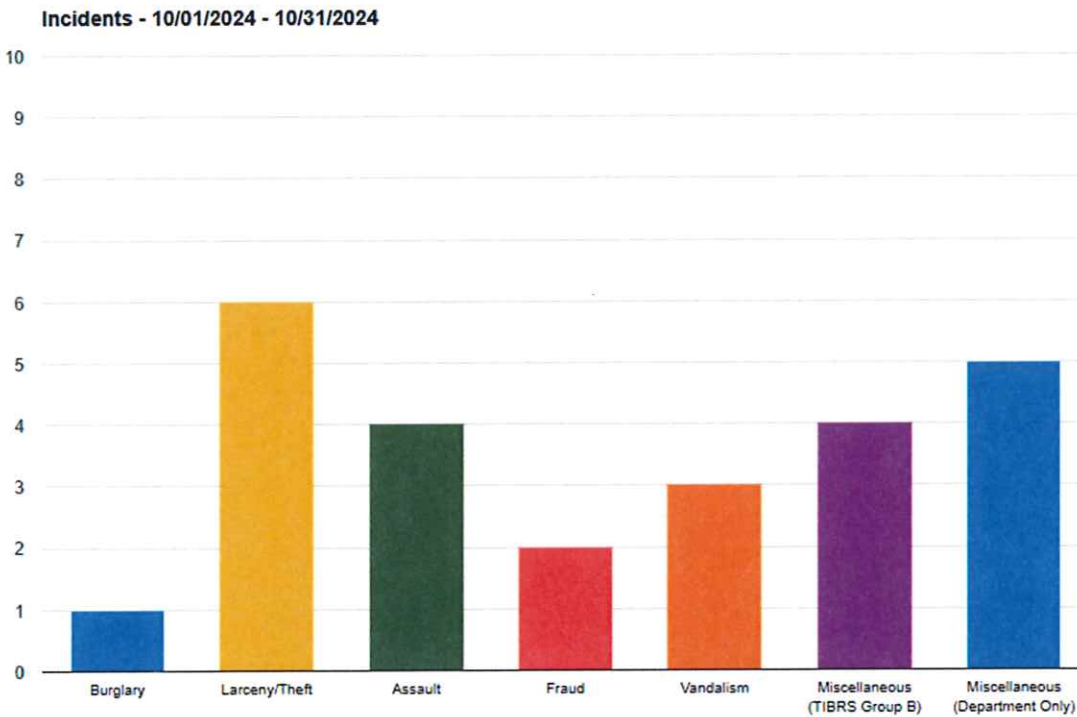




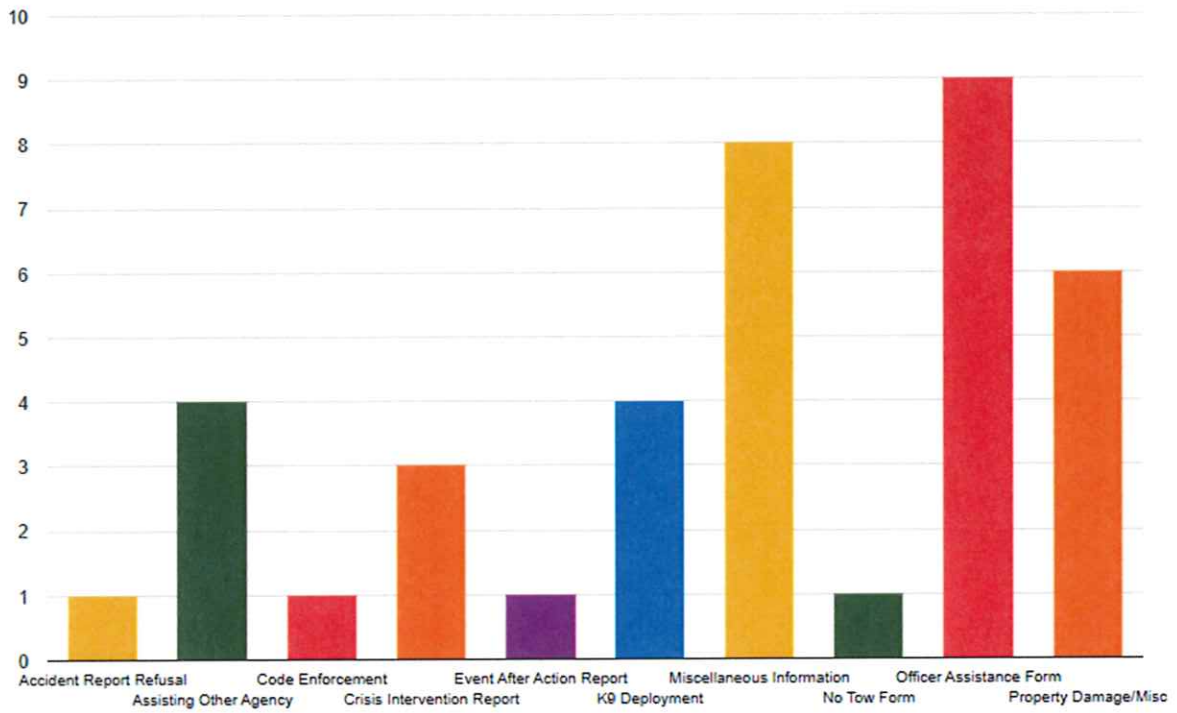
Jonesborough Department of Public Safety Oct. 2024 Monthly Report

- CITATIONS & ARRESTS

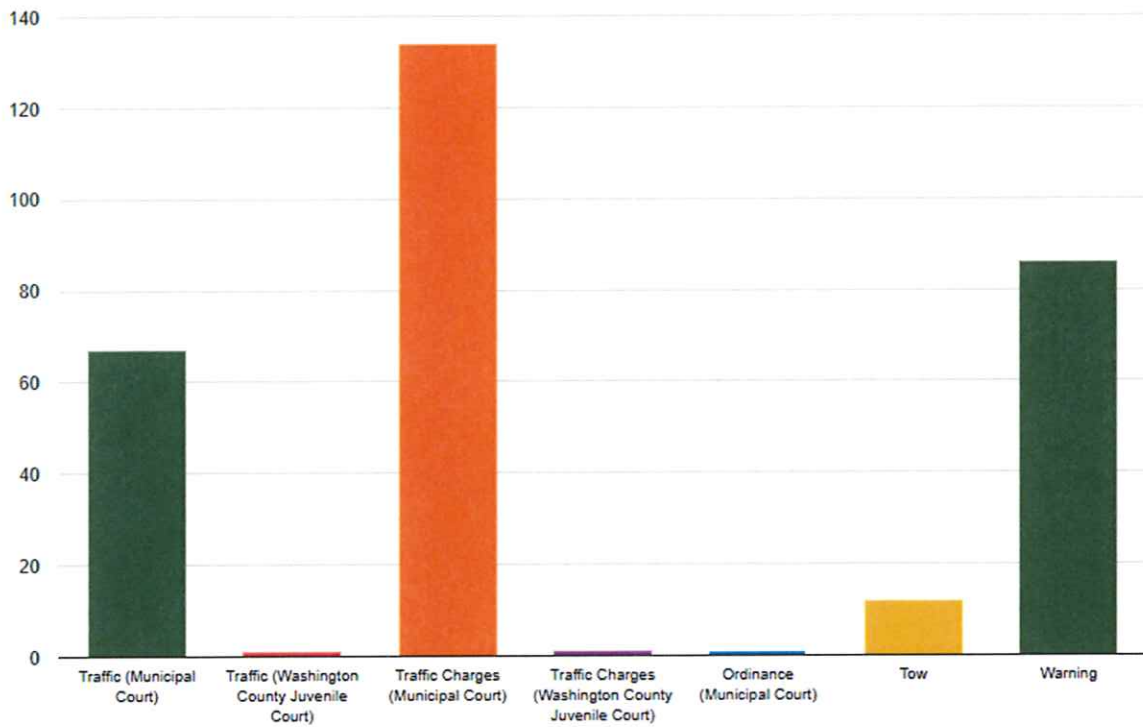
Offenses	Count	Memos	Count	Arrests	Count	Tickets	Count
Burglary	1	Accident Report Refusal	1	Adult (On-View Arrest)	4	Traffic (Municipal Court)	67
Larceny/Theft	6	Assisting Other Agency	4	Adult (Summoned/Cited)	20	Traffic (Washington County Juvenile Court)	1
Assault	4	Code Enforcement	1	Juvenile (Summoned/Cited)	2	Traffic Charges (Municipal Court)	134
Fraud	2	Crisis Intervention Report	3	Total:	26	Traffic Charges (Washington County Juvenile Court)	1
Vandalism	3	Event After Action Report	1	Crashes		Ordinance (Municipal Court)	1
Miscellaneous (TIBRS Group B)	4	K9 Deployment	4	Injury possible	3	Tow	12
Miscellaneous (Department Only)	5	Miscellaneous Information	8	Property damage (over \$ threshold)	23	Warning	86
Total:	25	No Tow Form	1	Property damage (under \$ threshold)	12	Total:	167
		Officer Assistance Form	9	Total:	38		
		Property Damage/Misc	6	Non-Investigatory Crashes			
		Total:	38	Total:	0		



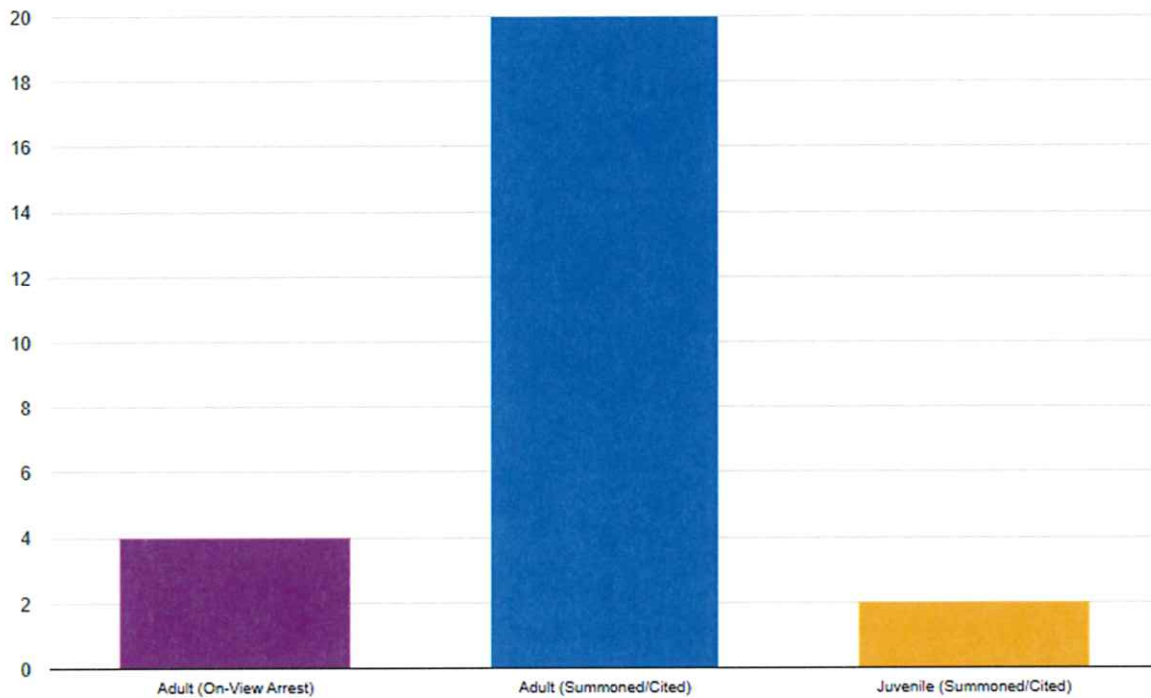
Memos - 10/01/2024 - 10/31/2024



Tickets - 10/01/2024 - 10/31/2024



Arrests - 10/01/2024 - 10/31/2024

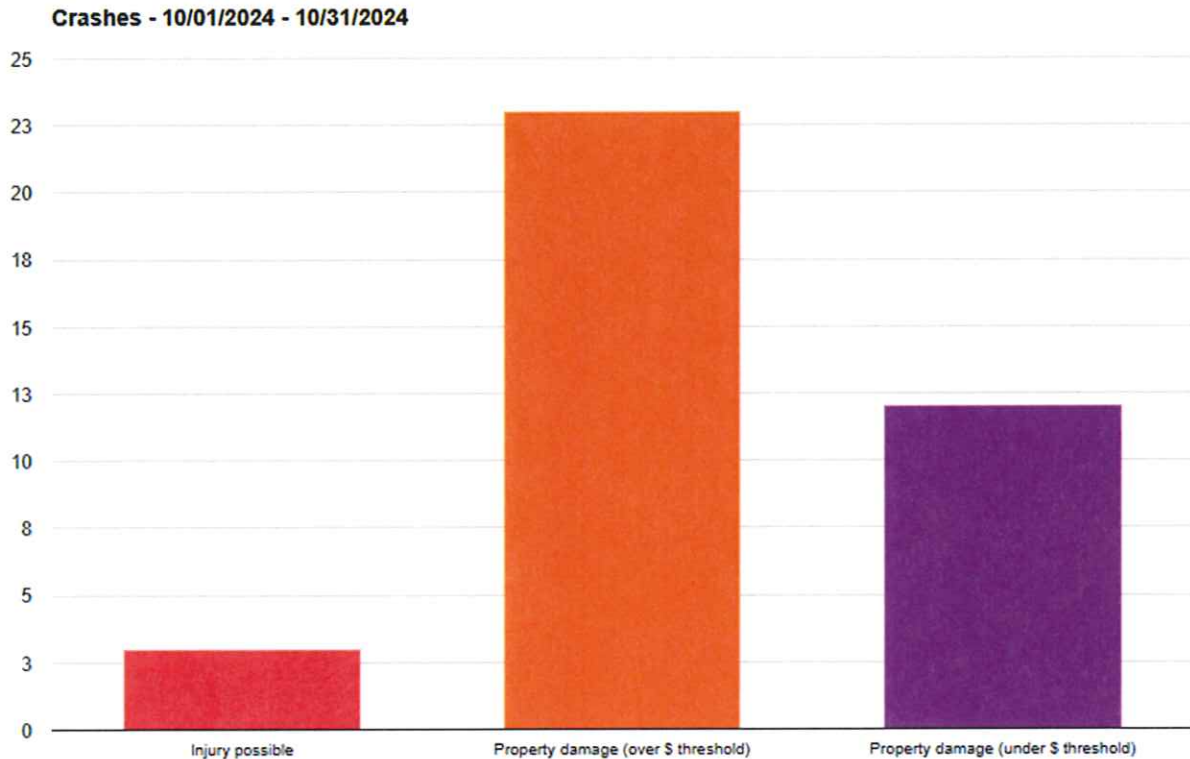


- **CRIMINAL INVESTIGATIONS**

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

- **MOTOR VEHICLE CRASHES**

A total of **(23)** crashes were reported and investigated for the month of Oct. Most crashes occurred on East/West Jackson Blvd; most crashes were over \$400 in damage with some resulting in a possible or confirmed injury.



- **CANINE**

For Oct., K9, *Cygan's* hours were not reported. K9, *Falco's* was involved in (1) deployment and (16) training hours. K9, *Bond* is now retired. K9, *Daryl* was involved in (2) deployments and (19) training hours.

- **CODE ENFORCEMENT**

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

- **DISPATCH TRANSACTIONS FOR JCPD**

For Oct., our dispatchers assisted Johnson City Police Department with approximately (15) transactions.

- **OTHER CALLS FOR SERVICE**

There were (1344) CAD Entries for the month of Oct.



TOWN OF JONESBOROUGH

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Street Department

Monthly Report

October 2024

The month of October was a productive work month for the Street Department. Street Forces continued several construction aspects of the 'make-over' of Stage Road Park, began work in earnest on the new Street/Solid Waste facility project, assisted the Solid Waste Department w/post storm Helene brush/debris cleanup and provided traffic control for the annual Haunts and Happenings event downtown. Street Forces completed work on some important projects, as well as doing work to clean up the aftermath of the devastating storm Helene. Although our immediate area was mostly spared, the impact of storm Helene ran through the pulse of town staff as they worked to assist in efforts in work life and in our private lives as well.

Forces worked in earnest on the Stage Road Park make-over/improvement project during the month. The work during the month was a continuation of work started earlier in the year. Street Forces installed a drainage structure and piping to carry water away from the children's playground area. The installation of this structure/piping would also prevent erosion on a nearby slope. Forces continued to trim/cut/remove offending or overgrown brush, and 'limb up' several trees that were in need of attention. Forces hauled in top soil, so that certain areas could be finely graded, as well as receiving grass seed and straw for erosion prevention and sediment control. Forces transported a rental stump grinder to grind several stumps on the park property, grinding them to grade and replacing unsightly stumps with grass. Forces also used a rented milling machine to mill 'tie-in joints' in the existing asphalt trail, so new asphalt could be placed and tied into existing asphalt w/little offset to each edge. Forces placed approximately 70 tons of asphalt trail overlay in the park. Forces used the path paver to place the asphalt, then compacted the asphalt once in place. Finally, Forces assisted Parks and Recreation Forces in loading and transporting and offloading (8) pallets of grass sod for placement in the park. The Street Director met w/paint striping guru Bob Gilham to go over details of sealcoating some areas of the park that did not receive new asphalt, as well as laying out the paint striping plan. Forces swept clean the asphalt in advance of Bob Gilham sealcoating and striping the parking lot/activity courts.

Forces began the work of hauling away block, brick, concrete and building materials from the now demolished Street/Solid Waste building. Forces loaded

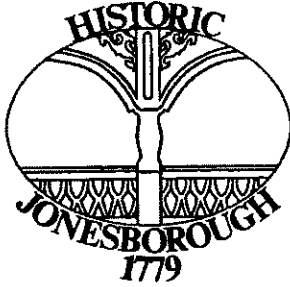
out and removed, block, brick and concrete. Forces transported the materials to build a base for a road extension around the JFD training facility off the Persimmon Ridge water tank road. The materials served as an excellent base for the new road expansion area so JFD could get equipment closer to their training facility. Forces used a bulldozer to place and compact the material. Forces also began to load and remove construction debris (wood, insulation, tile etc) and haul to the landfill in Johnson City. This operation would be ongoing. Forces stepped away from hauling away building materials so the future concrete slab could be prepped for the building contractor. Forces met w/the building contractor to determine the parameters of the new slab and eventual new facility/building. Forces then cut and removed existing concrete floors, and loaded out and hauled away that material. Forces then placed and compacted 'shale' to serve as a base for the new concrete building slab. A finer graded stone would be placed atop the shale to serve as a solid base for the slab itself. The water, sewer, drainage and electrical utilities would be 'roughed into' the stone base once all the stone was in place, and properly compacted. Forces worked diligently to stay ahead of the contractor so as not to hold up construction efforts and timeline.

Forces poured a small concrete sidewalk segment that had been cut/removed from an existing driveway/sidewalk adjacent to the Jackson Theater alley. Forces also placed top soil fill, grass seed and straw in the same area. Forces provided traffic control for the annual Haunts and Happenings event down town. Forces removed the traffic control after the event.

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 – October 2024 Daily Work Record (DWR)

10/1/2024

1. Picked brush on Persimmon Ridge, Skyline Road.
2. Broken line repair at Fleet Maintenance then returned to brush detail.
3. Collected brush at Walnut Grove subdivision.
4. Installed drain at playground inside of Stage Road Park.
5. Lowes to get materials for drain at playground.
6. Collected brush to take to brush yard (5) loads.

10/2/2024

1. Went to Lowes to get 60lb bag of concrete mix
2. Installed concrete around playground drain at Stage Road Park.
3. Collected 4 loads of brush and took to brush yard.
4. Collected 5 loads of brush to take to brush yard.

10/3/2024

1. Cleaned downtown with VacTruck.
2. Collected 5 loads of brush to take to brush yard.
3. Loaded single axle dump truck with crush and run to Charles Byrd's house.
4. Collected 5 loads of brush and took to brush yard.
5. Took Street Sweeper to Fleet Maintenance for repair.

10/7/2024

1. Cut trees in fence rows at Stage Road Park. Hauled debris to brush yard.
2. Trimmed Walnut tree at Stage Road Park. Hauled debris to brush yard.
3. Trimmed dead limbs obscuring walking trail at Stage Road Park.
4. Rework ditch line at the road at Stage Road Park.
5. Placed riprap in ditch at Stage Road Park.
6. Installed and compacted stone at Stage Road Park.
7. Placed topsoil around the area where benches are going at Stage Road.
8. Seed and strawed areas at Stage Road Park.

10/8/2024

1. Hauled 6 loads of topsoil from fleet maintenance to Stage Road Park.
2. Seed and strawed areas at Park that were graded.
3. Cleaned up debris from Steve Cooks house. Seed and strawed area at corner.
4. Seed and Strawed the Campbells house.
5. Take off salt box from freight liner and put on dove tail for asphalt.

10/9/2024

1. Butch to East TN. Rent All in Greenville to get Bobcat and plainer for Stage Road Park.
2. Ground up stumps at Stage Road.
3. Grooved pavement with plainer at Stage Road.
4. Took machinery back to Eat Tn. Rent.
5. Hauled paving machine to Stage Road Park.

10/10/2024

1. Hauled 3 loads of asphalt from County to Stage Road.
2. Paved walking trail (36) tons of asphalt.

10/11/2024

1. Hauled 3 loads of asphalt from the county plant to Stage Road Park.
2. Continued to asphalt walking trail at Stage Road.

10/14/2024

1. Picked up 6 tons of asphalt from Pavewell for Stage Road Park.
2. Finished paving walking trail.
3. Retrieved an expired cat on Jackson Blvd near Pizza Parlor.
4. Cleaned tools and dump truck of asphalt.
5. Take paver back to the old shop from Stage Park.
6. Take roller back to the old shop from Stage Park.

10/15/2024

1. Retrieved expired skunk at School Boad on McCall.
2. Take skid steer back to the old shop from Stage Road.
3. We picked up bollard from the walking trail and took to Parks and Recreation Building.
4. We hauled 6 loads of brick, block and debris to shooting range.
5. Forces inspected the storm water holding pond adjacent to the 4 Oaks facility. Forces removed small branches and a minor amount of brush from the area near the riser pipe. Forces inspected the surrounding berms near the holding pond. The pond at the 4 facility is functioning as designed.
6. Forces inspected flat storm water inlet drain located near the driveway of 309 Berkley Court. The drain inlet was clear and functioning as designed.

10/16/2024

1. Cleaned up debris at the old shop.
2. Hauled 11 loads of debris to shooting range for disposal.

3. *Pushed off debris at shooting range.*

10/17/2024

1. *Picked up expired deer at Walgreen's on Jackson Blvd.*
2. *Hauled 5 loads of brick debris to shooting range.*
3. *Hauled off wood debris to Iris Glen to landfill.*
4. *Picked up paver from Boones Creek Road.*

10/18/2024.

1. *Picked up concrete saw from Distribution.*
2. *Cut out old concrete from the pad at the old street department building.*
3. *Hauled of 16 loads of masonry debris to shooting range.*
4. *Take concrete saw back to distribution.*

10/21/2024

1. *Hauled off debris from the old shop to police firing range*
2. *Graded off debris at the police firing range.*

10/22/2024

1. *Hauled off debris from the old shop to police firing range*
2. *Graded off debris at the police firing range.*

10/23/2024

1. *Worked on pad at the old shop.*
2. *Dug out and prepped sidewalk behind JRT.*

10/24/2024

1. *Worked on pad at the old shop.*

10/25/2024

1. *Lowe's to get 25 bags of concrete*
2. *Formed and poured sidewalk behind JRT.*

10/28/2024

1. *Crew took 8 loads of mulch to Story Telling Building*
2. *James extracted concrete from the old shop.*
3. *The crew had a meeting at Washington County Sheriff's Office for prisoner consultation.*
4. *The crew hauled 8 pallets of sod to Stage Road Park.*

10/29/2024

1. *Stripped concrete forms behind JRT.*
2. *Pumped out water at the old shop.*
3. *Excavated the rest of concrete and asphalt at the old shop.*
4. *Take street sweeper to Stage Road Park and clean the parking lot and walking trail for coating.*

10/30/2024

1. *Pushed off spoils at shooting range.*
2. *Greased the equipment.*
3. *Installed sheep's foot on roller to pack ion shell at the old shop.*

10/31/2024

1. *Spread shale for building pad at the old shop.*
2. *Vacuumed leaves from the downtown area.*
3. *Used street sweeper for downtown area.*
4. *Picked up expired deer from Sabin Drive.*
5. *Take 3 loads of mulch to library.*
6. *Picked up broken curb at Woodrow and 2nd Avenue.*
7. *Picked up street sweeper from garage.*
8. *Clear brush from around mulch pile.*



Cameo Waters

Director of Tourism & Main Street

October 2024 Monthly Report

Updates and Projects

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

Main Street and Downtown

Attended JAMSA Retreat and shared feedback with them on events and discussed the calendar for 2025.

The department worked with Glenn to look over the details of the event application and any modifications we may want to recommend.

Tourism

Hosted yet another German travel this month, Harald Staun with an impressive background: Harald Staun is one of the leading editors for **Frankfurter Allgemeine Sonntagszeitung (FAS)** one of the leading German Sunday Newspapers, including an extensive online presence. Each week, it is published with 188K+ copies and each feature piece as an AEV of around 90K USD. www.faz.net Harald would like to visit Northeast Tennessee (arriving Oct. 18 and departing Oct. 21 (we can also push this to depart Oct. 20) Topics include cultural highlights and culinary, off-the-beaten-path sights and Tennessee history.

Working with TDTD on a second German travel writer to visit in late October

Attended NETTA board meeting

Attended weekly regional tourism calls regarding Helene Efforts

The Tourism Dept. spent the day at USA Raft helping clean out one of the buildings effected by flood damage- this was part of the NETN Day of Support

Working alongside TDTD to get information out about what's new in 2025. Stories on renovated or reimaged spaces seem to do well. We will share info on the Jackson of course and are looking for a couple more tourism-related projects to include. The release will be sent to domestic and international travel writers.

Marketing

Met with T. to assist with JAMSA Marketing campaign- we will be working with them to match funds. And began developing them a marketing campaign to support small businesses.

Worked with Amber throughout the month on marketing initiatives for the Theatre along with details on assisting with the opening weekend.

Events

Assisted Melinda with the Rising Above event

Continued working on:

- Made Around Here Market craft show with 100+ vendors
- Assisting Chris with Halloween Haunts and Happenings and worked the event that evening.
- Assisting Susan with Christmas event planning
- Planning Small Business Weekend event

We hosted the 9th Annual Brews and Boos on Saturday, October 26 from 8 to 10 p.m. in Jimmy Neil Smith Park, behind the Storytelling Center. The tellers were Sheila Arnold and Adam Booth (two regulars at the festival). Main Street Café & Catering served fall-themed beer and cider. We sold nearly 300 tickets. The totals are not in yet but we will have those numbers soon.



Isabel Hawley
Marketing Manager
isabel@jonesboroughtn.org
423-753-3128

October 2024 Monthly Report

Tasks Completed & Updates

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

Main Street & Downtown

- Attended the JAMSA retreat to discuss 2025 events, multiple marketing meetings, and the JAMSA Breakfast to talk about events happening that weekend (9/26)
- Worked Brews & Boos and Halloween Haunts and Happenings
- Halloween meeting with Chris Kuders (x3)
- Christmas in Olde Jonesborough Meeting with Susan McKinney
- Meeting with Susan McKinney about transformation of Pumpkin Hut for Christmas time

Marketing

- Halloween Meeting
- McKinney Center monthly marketing meeting
- Logo updates, poster design, marketing collateral for Made Around Here Market
- Designed Halloween Event Guide for Halloween
- Attended and took photos of Senior Center Fall Craft Fair (9/26)
- Attended and took photos of Tennessee Tails Paw Parade (9/26)
- Attended and took photos of Jack-O-Lantern Drive Thru (9/26)
- Recorded 2 TV interviews for WJHL (1 for Brews & Boos & 1 for Jack-O-Lantern Drive Thru)
- Sent Press Releases for events in Jonesborough (McKinney Center, Griffin Chuckey Depot Museum Halloween Events [Brews & Boss, Halloween Haunts and Happenings], Made Around Here Market, etc.)
- Lined-up TV interviews for multiple events (Brews & Boos, Jackson Theatre Grand Opening, Made Around Here Market, etc.)
- Designed a Made Around Here Market Poster
- Assisted in color palette choices for McKinney Center Kid's Programming & StoryTown Radio Show
- Sent out & tracked VIP Night invitations for Jackson Theatre
- Made Handouts for the Jack-O-Lantern Drive Thru
-

Social Media

- Created many general Jonesborough social media posts and reels. Made 2 reels and MANY social posts
- Created Event pages for Fall Senior Center Craft Show, Brews & Boos, Halloween Haunts and Happenings, Made Around Here Market
- Updating the Jonesborough Civic Page with Water Utility Updates
- Vendor Spotlight posts for Made Around Here Market
- Jackson Theatre Social Posts

Reels:

<https://www.instagram.com/reel/DBtdr8cxPP1/?igsh=MThwOW9nZDkxOTE1cw==>

This reel has 10.5 K views on Instagram and 40.5 K views on Facebook! YAY!

<https://www.instagram.com/reel/DB90Q10RLot/?igsh=NHR5bXpsMzBmbzcz>

JACK-O-LANTERN DRIVE THRU

We can't wait to light up and display your pumpkin in downtown Jonesborough!

Once your pumpkin is carved:



DROP OFF TIMES/LOCATION

Monday October 28th 8:00 AM - 6:00 PM OR Tuesday, October 29th 8:00 AM - 3:00 PM

After 3:00 PM on the 29th- Drop off Pumpkin at the Courthouse

Jonesborough Visitors Center and Emporium
117 Boone Street
Jonesborough, TN 37659

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Enter your pumpkin for a chance to win awesome prizes! If entering your carved pumpkin, please write in **black sharpie** on the bottom of your pumpkin:

1. First & Last Name
2. Phone Number
3. Age (12 & Under / 13 & Older)



*Contest Pumpkins must be dropped off by 3 PM on the 29th

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Made Around Here Market

LOCAL HANDCRAFTED GOODS

NOVEMBER 8TH & 9TH

10:00 AM - 5:00 PM

JONESBOROUGH VISITORS CENTER

Local and Regional Artisans and Crafters

POTTERY · SEASONAL DECOR · PAINTINGS
LEATHER ITEMS · WOODCARVING
PHOTOGRAPHS · SCREEN-PRINTING · SOAPS
HOLIDAY GIFTS · SCARVES · & MORE



FREE ADMISSION
JONESBOROUGH.COM/MARKET



JONESBOROUGH SENIOR CENTER

FALL CRAFT FAIR

HANDCRAFTED ITEMS • BAKE SALE • LUNCH SALE • FREE ENTRY



SATURDAY, OCTOBER 26TH
10 AM - 2 PM
307 EAST MAIN STREET

WELCOME TO MAIN STREET JONESBOROUGH'S HALLOWEEN HAUNTS & HAPPENINGS!

Enjoy activities, games, and treat stops throughout downtown. There is no particular order to the treat-or-treating stops and activities, so don't get caught in a long line. Stops and activities are spread throughout town for your enjoyment. Below is a list of additional contests and activities you can check out while you are here.



Haunted Laser Tag with JGreat Entertainment: Join us in Jimmy Neil Smith Park, behind the International Storytelling Center, for Haunted Laser Tag with Paradise Acres. They will be offering spooky missions lasting around 5 minutes each. All ages can join in on the fun, but it is recommended for children over 5 years old due to the weight of the vest.

Meet the Sanderson Sisters from Hocus Pocus! Located at the Christopher Taylor Cabin and brought to you by Enchanted Experiences by JRT. Come and enjoy all the witchy fun with the Sanderson Sisters! Stop by for a friendly scare, meet and greet, and plenty of photo opportunities! Enjoy some spooky tunes throughout the evening from DJ Love, who will be set up in front of the cabin.



Hero Meet and Treat: Come explore fire trucks of all kinds, ambulances, police cars and motorcycles, a wildland fire dozer, and more! Meet the men and women of our first responder community as you tour these inspiring rescue vehicles. Smokey the Bear and Fire Pup will be walking around ready for pictures and fun, too! For our adult trick or treaters - be sure to stop by the Emergency Management booth to get your guide to preparing for emergencies in and around your home. From Christopher Taylor Cabin to McCall Ave.

Free Fun Activities and Games will be located on East Courthouse Square and the parking lot next to Central Christian Church. Games include candy corn bowling, tic-tac-toe, pumpkin checkers, haunted connect four, and crash jenga.



There is lots of spooky fun waiting on the plaza of the International Storytelling Center. Hop in line early for free face painting and join the McKinney Center for a free jack-o-lantern Halloween craft.

Be sure to visit the Central Christian Church for a sweet treat and a movie! They will be showing "It's The Great Pumpkin, Charlie Brown" every 30 minutes, starting at 5pm.



Stop in and check out some spooky good artwork at the Halloween Haunts & Happenings Art Exhibit at the McKinney Center, 103 Franklin Ave., Oct. 31st from 5-8pm.

Don't forget to check out all the carved and lit pumpkins from the Jack-O-Lantern Drive Thru along Main Street while you're in town! They will be displayed through Thursday, October 31st from 6pm-9pm each evening!



TREAT-OR-TREATING STOPS



Treat Stops will be located throughout downtown from 5:30-8 pm. Free Popcorn will be available on the Courthouse Square provided by Mill Spring Makers Market. Free Cotton Candy will be available at the Historic Eureka Inn provided by Kiwanis Club of Jonesborough.

Please only visit each trick-or-treating stop once. We want to ensure everyone has a chance to join in on the sweet treats & Halloween fun!

FOOD & PARKING

Looking for something good to eat? Check out Texas Burritos and More and The Opossum's Tale. ~~HH Delights Food Truck~~; ~~Grann's Gourmet Apples and Rockin' Rivet Pizza~~ will be located on the West Side of the Courthouse Square across from Mauks of Jonesborough!

Parking: Parking is available at Jonesborough Elementary School for \$5 per car and all proceeds go to David Crockett Boys Soccer program. A free shuttle to downtown is provided by the Town of Jonesborough. Shuttles will run from 4:30-9:00 pm and you will be dropped off at the Jonesborough Visitors Center and Emporium.

FOOD CITY OF JONESBOROUGH COSTUME CONTEST

Do you think you have the BEST COSTUME? Come see if you have what it takes at the Food City of Jonesborough Costume Contest located on the stage in front of the Courthouse beginning at 7:00 pm! Enjoy live music from the Jonesborough Novelty Band. Prizes will be awarded for 1st, 2nd, and 3rd place in the following age groups and categories:

- 3 and Under
- 4-6 Years
- 7-9 Years
- 10-17 Years
- 18 and Over Adult
- Group Category



Jonesborough Community Chest is taking donations for those affected by the floods that hit our region. Stop by and see how you can help our neighbors in need.

Jackson Theatre- Operations Manager

Progress Report for October 1-6, 2024

Staffing:

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

Programming:

- Continue to work on the Grand Opening weekend of shows (Grand Opening ceremonies will take place November 14-17, 2024), here is how we are shaping up:
 - Thursday, November 14: Confirmed: VIP Night: reception, toast to the opening of the theatre, private concert with Rob Ickes & Trey Hensley.
 - Friday, November 15: Confirmed: Ribbon cutting for press and public, ticketed concert with Ralph Stanley II & The Clinch Mountain Boys.
 - Saturday, November 16: Confirmed: storytelling with Donald Davis, long version of Jackson Theatre film and introduction with David Verde, ending with vignettes from collected stories presented by StoryTown Radio Show.
 - Sunday, November 17: Confirmed: season vignettes from remainder of season shows with the Jonesborough Repertory Theatre
 - Tours will take place Friday- Sunday for the public. All tours will last around 30 minutes.
- I continue to work on programming for November-April for music, movies, comedians, and to work with user groups for programming.
- Organized and attended a meeting with the StoryTown Radio Show organizer, Anne Mason, and McKinney Center Director, Theresa Hammons, to discuss plans for the Grand Opening.

Rentals/User Group Agreements:

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

Marketing:

- Worked with Isabel on social media posts to promote the Storytelling Benefit Concert and the JAMSA Prayer Service held at the Jackson Theatre.
- Continue to work on Grand Opening marketing with the marketing team.
- Working with Mitchell Calvin on exterior poster designs for the opening weekend.

Building Info:

- Continue working with GRC Construction on needs prior to opening, including touch-up painting and replacement of specific ceiling tiles.
- Continue working with Todd Hensley and Appalachian Light & Production on finishing touches to the tech systems within the theatre.

Additional Info:

- Met with Susan McKinney to discuss specifics for the Christmas in Olde Jonesborough events that will begin at the end of November.
- Met with Rick Duvall and Glenn Rosenoff to discuss custodial needs for the theatre.
- Provided a facility tour for the Main Street Program Director as well as our East TN Representative.
- Worked the Storytelling Benefit Concert held on October 5th at the Jackson. Over \$26,000 was raised to assist with flood efforts.
- Worked the Prayer Service held at the Jackson, organized by the Methodist Church and the JAMSA Food Pantry, on October 6th.

For Next Week:

- Continue to work on interior signage needs with Foster's Signs.
- Continue to work on details for the opening weekend events.
- Continue to work on securing films for our first 6 months of programming.

Jackson Theatre- Operations Manager

Progress Report for October 7-11, 2024

Staffing:

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

Programming:

- Continue to work on the Grand Opening weekend of shows (Grand Opening ceremonies will take place November 14-17, 2024), here is how we are shaping up:
 - Thursday, November 14:
 - Doors will open around 5:45pm. We will have a reception with heavy hors d'oeuvres on both floors of Stage Door.
 - RSVP's are coming in and we are filling up quickly
 - We will have music on both floors of Stage Door during the reception
 - Alderman Wolfe will be our emcee for the evening
 - Mayor Vest to introduce alderman and discuss project
 - Showing Jackson film, short version
 - Toast to be followed by a live concert by Rob Ickes & Trey Hensley for attendees
 - Jackson Theatre gift to be given at exit from concert
 - Friday, November 15:
 - Doors will open at 5:30pm to Stage Door
 - We will have light snacks and custom cookies from Side Hustle Cookies for attendees
 - We will have a photo booth with Wild Grove Studios
 - Ribbon cutting at 6pm, it would be great if all aldermen could be in attendance
 - Check in will begin at 6:30pm for the ticketed concert
 - Showing Jackson film, short version
 - 7:30pm-Concert begins
 - Saturday, November 16:
 - Doors will open at 6:30pm
 - Mayor Vest will provide a welcome around 7:15pm
 - 7:30pm Donald Davis will be providing stories of Jonesborough and discuss the film
 - David Verde, videographer of the Jackson Theatre Film Project, will begin with a short intro then we will show the extended film
 - Vignettes with the StoryTown Radio Show cast to follow with stories not featured in the film

- Sunday, November 17:
 - Doors will open at 1pm
 - JRT will provide the welcome and talk about their season
 - They will perform season vignettes from the remainder of shows
- Tours will take place on Friday- Sunday for the public. All tours will last around 30 minutes.
- I continue to work on programming for November-April for music, movies, comedians, and to work with user groups for programming.
- Organized and attended a meeting with Lori Powell, Heritage Alliance staff and myself to discuss the Jackson Theatre History Tour we will be offering starting during the opening weekend and continuing weekly at the theatre.

Rentals/User Group Agreements:

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

Marketing:

- Organized and attended a marketing team meeting to discuss social media posts for grand opening, a press release, potential dates for tv interviews, etc.
- Continue to work on Grand Opening marketing with the marketing team.

Building Info:

- Organized training for Lori Powell and Greg Clark with the Clover registers in our concession areas. We also brought in our last POS system to be installed on the second floor of Stage Door.
- Continue working with Todd Hensley and Appalachian Light & Production on finishing touches to the tech systems within the theatre.

Additional Info:

- Continue to work on building supplies and office set up for staff.

For Next Week:

- Work on BMA set up for Monday, October 21.
- Prepare for upcoming Jackson Board meeting.
- Continue to work on securing films for our first 6 months of programming.

Jackson Theatre- Operations Manager

Progress Report for October 14-18, 2024

Staffing:

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

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 - Doors will open at 1pm
 - JRT will provide the welcome and talk about their season
 - They will perform season vignettes from the remainder of shows
- Tours will take place on Friday- Sunday for the public. All tours will last around 30 minutes.
- I continue to work on programming for November-April for music, movies, comedians, and to work with user groups for programming.
- Organized and attended a meeting with Lori Powell, Heritage Alliance staff and myself to discuss the Jackson Theatre History Tour we will be offering starting during the opening weekend and continuing weekly at the theatre.

Rentals/User Group Agreements:

- Working with the Chuckey Depot on a showing of the Polar Express on December 7th.
- Working with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson in February.
- Working with StoryTown Radio Show on their season kick-off, which will be held at the Jackson, in January.
- Gave a facility tour and discussed rental opportunities with the Duggar Band who has been performing in the ISC theatre.

Marketing:

- Coordinated two additional stakeholder's interviews with Kelly Wolfe and Lisa Whaley with David Verde for the Jackson Theatre Video Project.
- Met with our film videographer, David, as well as Anne Mason and Cameo Waters to discuss the first drafts of the film as well as David's plans for the extended version which he plans to enter into regional film festivals.

Building Info:

- Continue to work on interior signage.
- Continue to work with Lori and Greg on concessions' needs and offerings.

Additional Info:

- Held first official meeting of the newly formed Jackson Theatre board.
- Attended the supervisor's meeting at the Visitors Center.
- Attended a workshop with the Tourism Department, Parks & Recreation Department and McKinney Center on Christmas in Olde Jonesborough events.
- Attended the October Main Street Board meeting. Discussed plans for the Grand Opening weekend.

For Next Week:

- Work on BMA set up for Monday, October 21.
- Continue to work on opening weekend details.
- Work on confirmations for opening weekend artists.
- Continue to work on securing films for our first 6 months of programming.

Jackson Theatre- Operations Manager

Progress Report for October 21-25, 2024

Staffing:

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

Programming:

- Continue to work on the Grand Opening weekend of shows (Grand Opening ceremonies will take place November 14-17, 2024), here is how we are shaping up:
 - Thursday, November 14:
 - Doors will open around 5:45pm. We will have a reception with heavy hors d'oeuvres on both floors of Stage Door.
 - RSVPs are coming in and we are filling up quickly
 - We will have music on both floors of Stage Door during the reception
 - Alderman Wolfe will be our emcee for the evening
 - Mayor Vest to introduce alderman and discuss project
 - Showing Jackson film, short version
 - Toast to be followed by a live concert by Rob Ickes & Trey Hensley for attendees
 - Jackson Theatre gift to be given at exit from concert
 - Friday, November 15:
 - Doors will open at 5:30pm to Stage Door
 - We will have light snacks and custom cookies from Side Hustle Cookies for attendees
 - We will have a photo booth with Wild Grove Studios
 - Ribbon cutting at 6pm, it would be great if all aldermen could be in attendance
 - Check in will begin at 6:30pm for the ticketed concert
 - Showing Jackson film, short version
 - 7:30pm-Concert begins
 - Saturday, November 16:
 - Doors will open at 6:30pm
 - Mayor Vest will provide a welcome around 7:15pm
 - 7:30pm Donald Davis will be providing stories of Jonesborough and discussing the film
 - David Verde, videographer of the Jackson Theatre Film Project, will begin with a short intro then we will show the extended film
 - Vignettes with the StoryTown Radio Show cast to follow with stories not featured in the film

- Sunday, November 17:
 - Doors will open at 1pm
 - JRT will provide the welcome and talk about their season
 - They will perform season vignettes from the remainder of shows
- Tours will take place on Friday- Sunday for the public. All tours will last around 30 minutes.
- I continue to work on programming for November-April for music, movies, comedians, and to work with user groups for programming.

Rentals/User Group Agreements:

- Working with the Chuckey Depot on a showing of the Polar Express on December 7th.
- Working with the JBO Tourism Department on having the TN Songwriter's Event at the Jackson in February.
- Working with StoryTown Radio Show on their season kick-off, which will be held at the Jackson, in January.
- Gave a facility tour and discussed rental opportunities with the Duggar Band who has been performing in the ISC theatre.

Marketing:

- Participated in an interview with Livability Magazine, through the Chamber of Commerce on the Jackson and our plans for opening weekend and our first 6 months of programming.
- Continue to work with the marketing team on opening weekend details and promotions.

Building Info:

- Work with Lori and staff on phone routing, phone tree and greetings through BrightRidge.
- Continue to work with Lori and Greg on concessions' needs and offerings.

Additional Info:

- Held October Board of Mayor and Alderman meeting at the Jackson. We offered popcorn and water to attendees.
- Held the October Supervisor's Meeting at the Jackson with breakfast.
- Organized and attended staff meetings to discuss details of the opening event with our VIP Night and our first ticketed event with Ralph Stanley II.
- Attended the October JAMSA meeting. Introduced Jackson Theatre staff to members, and gave an overview on opening weekend activities.
- Attended a meeting with Lori Powell, Greg Clark and Chris Kudera to discuss plans for Haunts & Happenings.

Jackson Theatre- Operations Manager

Progress Report for October 28-31, 2024

Staffing:

- We are still accepting applications for the Host positions, this is because several will be needed to fill positions due to the time and days, we will host most events.
- Working with Mike D'Avella, our Technical Director, on contract technical needs for upcoming shows. This includes position duties and hourly rate of pay.

Programming:

- Continue to work on the Grand Opening weekend of shows (Grand Opening ceremonies will take place November 14-17, 2024), here is how we are shaping up:
 - Thursday, November 14:
 - Doors will open around 5:45pm. We will have a reception with heavy hors d'oeuvres on both floors of Stage Door.
 - RSVPs are coming in and we are filling up quickly
 - We will have music on both floors of Stage Door during the reception
 - Alderman Wolfe will be our emcee for the evening
 - Mayor Vest to introduce alderman and discuss project
 - Showing Jackson film, short version
 - Toast to be followed by a live concert by Rob Ickes & Trey Hensley for attendees
 - Jackson Theatre gift to be given at exit from concert
 - Friday, November 15:
 - Doors will open at 5:30pm to Stage Door
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 - Saturday, November 16:
 - Doors will open at 6:30pm
 - Mayor Vest will provide a welcome around 7:15pm
 - 7:30pm Donald Davis will be providing stories of Jonesborough and discussing the film
 - David Verde, videographer of the Jackson Theatre Film Project, will begin with a short intro then we will show the extended film

- Vignettes with the StoryTown Radio Show cast to follow with stories not featured in the film
 - Sunday, November 17:
 - Doors will open at 1pm
 - JRT will provide the welcome and talk about their season
 - They will perform season vignettes from the remainder of shows
 - Tours will take place on Friday- Sunday for the public. All tours will last around 30 minutes.
- I continue to work on programming for November-April for music, movies, comedians, and to work with user groups for programming.

Rentals/User Group Agreements:

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

Marketing:

- Working with Lori Powell on membership info and donor promotions.
- Held a photo shoot with Creative Cat at the theatre for website photos.

Building Info:

- Completed the final walk through on interior signage with Foster's Signs. We should expect a proof the first weekend of November.
- Attended a meeting with Lori Powell and a Cintas representative on the potential for AED's at the theatre.

Additional Info:

- Working with Mr. Rosenoff on our application for our ABC license for serving at the Jackson.
- Had a 2-hr phone meeting with consultant Dan Hays.
- Jackson Theatre staff participated in Jonesborough's Haunts & Happenings event on October 31st. We handed out prepackaged treats with an attachment advertising our opening weekend events as well as a discount on popcorn throughout November and December.
- Attended a meeting with Lori Powell, Greg Clark and Chris Kudera to discuss plans for Haunts & Happenings.

Date: 11/6/2024

To: Amber Crumley

From: Lori Powell

Re: Assistant Operation Manager Report – period October 12- November 5, 2024

- Contacted Music License Agencies - ASCAP, SESAC (Jackson is covered under municipal license and BMI (will be invoicing us \$425)
- Designed and ordered ticket stock
- Working with Paul Harris firmed up volunteers for Grand Opening weekend, still need a could use a few more for Saturday.
- Worked Front of House at BMA on October 21st.
- Worked with BrightRidge and Mike we have the phone system's auto attendant and voicemail set up.
- Continued to order much needed supplies for building (concession items. merchandise displays, supplies for buildings and office, etc.).
- Set up wholesale account for purchasing candy.
- Trip to Sam's and Stockpot for concession supplies
- Picked up breakfast for Supervisors meeting
- Several trips to Town Hall to drop off invoicing/receipts and pick packages.
- Entered items and tax settings in our Clover software.
- Looked at many options for custom popcorn tin. Ordered 2-gallon gold tins for Atlantic Tin Co. and we are working with Stafford Graphics to apply our logo with year on the tin. After completion it will cost about \$12 a tin and we will sell it for \$25 with an offer to refill for \$3.
- Working with Nestled Pines to design Jackson cherry wood ornaments and magnets. We should have then by Grand Opening. These will be nice under \$20 souvenir items at our merch counter.
- Ordered custom Jackson logo table runner and shopping bags.
- Designed and printed a small handout for Haunts and happenings that had Grand Opening events, website info and a coupon to use in December for \$2 off popcorn. I had 3 volunteers assemble the 1000 treat bags. Full staff in costumes handed out over 700 treat bags to families along with having them come into the theatre for a sneak peek.
- Reviewed applications of 16 people who applied for the Host/ Hostess position. Selected 8 to interview. Conducted interviews with 6 candidates. Sent top 4 recommendations to Amber.
- Attended various meetings – Staff meetings to discuss planning for grand opening, internal procedures, signage, additional staff needs, JBO tourism Christmas planning meeting, Main Street Board Meeting, JAMSA monthly meeting, Chris from Parks & Rec, Consultant – Dan Hayes, staff meeting with Glenn.

Jackson Theater - Technical Director

Progress Report for October 15 - November 06

Staffing:

- We have the following Technical Staff confirmed and scheduled:

2 Audio Engineers

1 Lighting Designer

1 Stage Hand

- We have settled on wages for Audio Engineers, Light Technicians and Stagehands.
- Independent Contractor Requirements have been composed, agreed upon and sent to all Contractors
- All Audio Engineers and Light Technicians have scheduled or begun familiarization with the venue and equipment.

Performances:

- Hosted TOJ Supervisors Meeting
- Hosted public walk through of the Auditorium during Haunts and Happenings.
- Hosted a handful of town meetings
- Reached out to all opening weekend talent representatives and initiated technical discussions

Theatrical Hardware:

- Systems tested and found functional:

Stage Lighting system

House Lighting system (minor tweaks still needed)

Follow Spots

Sound Mixing Console

Wireless Microphone System

CD/Bluetooth player

Stage Monitors

Video Cameras, controller, switcher, recorder

Hearing Assist System

Fly System

Clear-Com

Video player to projector

Video monitor installed in the lobby

- Systems not yet tested:

None

- Systems with known issues:

Video player to projector - copywrite playback protection. The issue has been worked around by bypassing the video switcher. Movies can be played, but the DVD player and Switcher are on separate inputs to the projector. It is a slightly clunky transition that will be improved upon as time allows.

Programming:

- Reviewed riders for:
- Ralph Stanley II & The Clinch Mountain Boys
- Amythist Kiah
- Colby T. Helms & The Virginia Creepers
- The Jackson meets all technical requirements requested.

Rentals/User Group Agreements:

- Read through Rental Agreement & made change suggestions

Marketing:

- Participated in website photo shoot

Building Info:

- Recurring fire alarm cause has been determined. An exterior shut off valve sensor is faulty. An economical solution to replace the valve has been found, the switch has been replaced and is awaiting reconnection to the alarm system.
- A second fire alarm system issue arose on Halloween. The popcorn poppers set off the fire alarms 3 times. Possible reconfiguration is being discussed. Today's experiment popping 1 batch did not set off the alarms. More research will be conducted.
- Exterior lighting time schedule agreed upon and awaiting programming: scheduled 11/12
- Thermostats have been programmed. Temperature should be much more consistent throughout the facility.
- Programmed phones
- Lobby Video installed
- Greenroom video estimate received
- Cut more shelving for The Stage Door

Parks and Recreation

Chris Kudera

October Update

1. Wetlands Water Park
2. Stage Rd Park
3. Adrinna Woods Arboretum
4. Senior Center Hike
5. Tiger Park Bleacher Project
6. Haunts and Happenings
7. Flag Committee
8. Mowing, Landscaping, and Food Bids
9. Cumulus Media

Wetlands Water Park

1. Aquatic Facility Operator Certification

Nick Bogle recently attended a two-day Aquatic Facility Operator (AFO) class in Kingsport, where he successfully passed the certification exam. Nick is now a certified Aquatic Facility Operator, a valuable addition that will ensure we maintain the highest standards in water safety and facility management.

2. Pool and Grounds Cleanup

Significant progress has been made on seasonal cleanup and facility preparation for winter:

- **Bradford Pear Tree Removal:** We removed eight Bradford Pear trees around the pool area. These trees are invasive, and their presence attracted bees, creating safety issues. Due to their location, the removal has had a minimal impact on shade for patrons.



- **Furniture and Equipment Storage:** All tables, chairs, and umbrellas have been thoroughly cleaned and stored for the winter, ensuring they are well-maintained for next season.
- **Pool Draining and Maintenance:** Nick drained the pool for off-season cleaning and inspection. During this process, he identified several holes in the pool liner, which he has contacted the liner company to address under warranty. Additionally, Nick discovered several broken floor water inlets, which he is currently in the process of replacing.

3. Facility Preparations and RecDesk Implementation

- **Deep Cleaning of Refrigeration Equipment:** Nick completed a thorough deep cleaning of all refrigerators and freezers, prepping them for winter storage.
- **Addition of RecDesk Information:** Nick has been actively uploading Wetlands Waterpark offerings into RecDesk, including party packages, season passes, and swim lessons. This work will streamline customer registration and bookings for next season.

4. Park Upgrades: Volleyball Court and Cabanas

Nick has laid out the area for the reinstallation of the volleyball court and is coordinating with the Street Department for additional improvements. These include adding concrete pads for new cabanas that will be added to enhance guest experience and provide additional shaded seating.

We are excited about the progress and preparations underway at Wetlands and believe these efforts will contribute to a successful season next year.

Stage Road Park – provided by Lauren Little (Open Spaces Coordinator)

This month a “Food Forest” was planted in Stage Road Park where overgrowth used to flourish unmanaged. A total of 350 native fruiting plants as well as flowering perennials make up our edible forest including American Plum, persimmon, pawpaw, and elderberry. This is a generational project as we hope citizens of Jonesborough for years to come will enjoy the fruit of our labor as mulberry trees and blueberry bushes fill up the landscape.



Sod hailing from Hendersonville, North Carolina was laid within the playground at Stage Road Park to create a more welcoming and child-friendly play environment, while lowering weed maintenance and improving aesthetics of the park. Sod was also placed on the ball fields at Persimmon Ridge, Lincoln Park, and Wetlands Water Park to ease maintenance labor and improve aesthetics. We are happy to have supported a business suffering financially and physically from the destruction of Hurricane Helene.



This is a picture of some friends enjoying our newly laid sod inside the playground area.

All trails have now been fully paved and sealed, the parking lot has been sealed and freshly striped, and the tennis court has been relined, with the addition of a pickleball court overlay. This setup allows visitors to enjoy both tennis and pickleball on the same court. The final item on our improvement list is the restroom remodel, scheduled for December, as the contractor has several prior commitments to complete beforehand.

Adrinna Woods Arboretum – provided by Lauren Little (Open Spaces Coordinator)

Clean-up has begun at the Adrinna Woods Arboretum! We are beginning by removing weeds and debris from the original pathways for easy access to the plots. These will be weeded and supplemented with compost for the upcoming winter season. After speaking with Frances Lambert, the wonderful creator of this arboretum, we hope to work consistently to bring the arboretum back to its former glory and level II certification.



Senior Center Hike

The Parks and Rec Department led a mile hike with the Senior Center this month to enjoy the fall color. We had a great turn out and interest in an intermediate hiking group to meet once or twice a month for a hiking trip with Lauren Little leading.



Tiger Park Bleacher Project

The Parks and Recreation team pulled together to complete multiple sets of bleachers for the Tiger Park ball fields.



Haunts and Happenings

We had a lot of fun at Haunts and Happenings working behind the scenes and in the crowds to do our part. Many of our staff handed out candy and treats and helped the various vendors get set up for the Halloween fun. We gave out prizes, many of which were sponsored by our local businesses, for the costume winners and helped clean up when the event ended. We had several inflatables, a mechanical bull, laser tag, cotton candy, and lots of popcorn. This event was done in collaboration with the Tourism Department. Cameo, Isabell, Susan, and Mitchell were a huge help in pulling off this event.

The Jonesborough Police and Fire Departments demonstrated exceptional response time when an alarm was triggered at the Jackson Theatre due to burnt popcorn. From the moment the alarm sounded, it took just over four minutes for the police to block the road and for a fire engine to arrive at the theatre doors.



This swift response underscores their dedication to public safety and their readiness to handle potential emergencies efficiently.

Flag Committee

Town of Jonesborough hosts flag retirement ceremony

By CONTRIBUTED BY ALLYSON WILKINSON
Regent of the State of Franklin Chapter,
National Society Daughters of the
American Revolution

On Sunday afternoon, town residents filled the 50 folding chairs placed in the parking area behind Town Hall where the Daniel Boone High School Marine Corps Junior ROTC had prepared a steel pyre. That's where a single flag would ceremonially be offered on behalf of the 3,453 that had been inspected and deemed no longer suitable for display and therefore appropriate to retire.

The Town of Jonesborough's Flag Committee has traditionally held this flag retirement event in late October when the leaves are bright yellow and the season has turned; after a season of summer flag waving, it's the perfect time to reflect on the Stars & Stripes.

While the crowd gathered, Jonesborough's DAR Chapter had handheld American flags for everyone in attendance, and also offered bookmarks with the pledge of allegiance. After Daniel Boone's ROTC posted the colors, one of



CONTRIBUTED BY ALLYSON WILKINSON

The flag retirement event included the Daniel Boone High School Marine Corps Junior ROTC, local officials and community members on Sunday.

David Crockett High School Madrigal Singers performed the National Anthem and everyone recited the pledge of allegiance.

The annual program features a keynote speaker and this year it was Flag Committee member, Dana Helvey, who shared with great humor how the flags lining the streets on Boone and Main led him and his wife to their new home

when they relocated to Jonesborough in 2020 — and how his service to these flags has developed strong relationship ties to the community. In concluding, Helvey shared his opinion that the rest of America could benefit from being more like Jonesborough.

Another tradition of the event is the recitation of the poem "Old Glory" which Ruth Verhegge, who chairs

the Flag Committee, shared with heartfelt respect.

Written from the perspective of the flag, each stanza reminds the listener of the flag as silent witness to all of America's finest hours — from leading Soldiers, Sailors, Airmen, and Marines and watching over them to being soiled, burned, torn and trampled on the streets of countries set free. While that outlook



CONTRIBUTED BY ALLYSON WILKINSON

Member of the Jonesborough Flag Committee (from left to right on the back row) are Jennifer Richman, Dana Helvey, Rick Gibson and (in the front row, Ruth Verhegge, and Allyson Wilkinson (Not pictured are Glenn Rosenoff, Terry Counterme and Chris Kudera).

may seem mere poetic license, it echoes the United States Flag Code: "The flag represents a living country and is itself a living thing" — and that's why flag retirement ceremonies provide

such an important ritual. Each of the retired flags had reached its present state in proper service — of tribute, memory and love. With retirement, each flag,

See FLAG, Page B7

Mowing, Landscaping, and Food Bids

This fall, we conducted the landscaping, mowing, and food bids earlier than in previous years, following feedback from contractors that fall bidding would allow them to plan more effectively for the spring season. This proactive approach also benefits our own budgeting process by providing financial figures in advance, helping us allocate resources more accurately for the upcoming year. By completing bids ahead of time, we're able to ensure service continuity and maintain high-quality standards while making more informed financial decisions.

Cumulus Media

After analyzing our marketing efforts for Wetlands Waterpark over the years, it's clear that changes in the market and audience preferences require a more dynamic approach. While radio advertising has been a reliable strategy, we recognize the growing importance of digital marketing to reach our target demographics effectively. We already partner with Cumulus Media for radio ads, so we're now expanding that relationship to include social media campaigns and monthly email newsletters. This approach will help us reach a broader and more targeted audience across digital platforms, enhancing our outreach and engagement.

With this partnership, Cumulus Media will provide detailed data on each campaign's effectiveness, offering insights into what resonates most with our audience and measuring our return on investment. This is a month-to-month agreement, meaning that if we determine the digital campaigns aren't meeting our goals, we can cancel anytime without the constraints of a long-term contract. This flexibility allows us to test and adapt our strategy, ensuring we make the most of our marketing budget.

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

Consent Agenda

DATE: November 12, 2024 AGENDA ITEM #: 7.

SUBJECT: Declaration of Town Equipment as Surplus

BACKGROUND:

The Fleet Maintenance, Solid Waste, Water Distribution, Street, and Parks and Recreation Departments are requesting that the attached "GovDeals Liquidation Requests BMA Meeting November 12, 2024" be approved by the BMA to surplus the items presented.

RECOMMENDATION:

Approve the items for surplus as identified in the "GovDeals Liquidation Requests BMA Meeting November 12, 2024", as presented.



TOWN OF JONESBOROUGH

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

GovDeals liquidation Requests

Fleet Maintenance



Plasma cutter doesn't work correctly.

Fleet Maintenance



Tool cart is not needed anymore.

Solid Waste Department



Worn out bobcat solid tires and rims.

Water Distribution Department



Worn out tracks for Kubota track hoe.

Street Department



Brush guard and winch for 2004 chevy pickup.

Parks & Recreation



2015 Chevrolet 4 door pickup. Engine knocks. A replacement engine is not available rebuilt or new from dealer or aftermarket and not available from Junk Yards. Has defective engine design.

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

Consent Agenda

DATE: November 12, 2024 **AGENDA ITEM #:** 8

SUBJECT: 2025 Employee Holiday Schedule

Attached for BMA approval is the 2025 Employee Holiday Schedule.

DRAFT

2025 HOLIDAY SCHEDULE

January 1, 2025 – New Year's (Wednesday, January 1st)

January 20 – Martin Luther King, Jr. Day (Monday)

February 17 – President's Day (Monday)

April 18 – Good Friday

May 23 – Water Park Employee Day (½ day)

May 26 – Memorial Day (Monday)

June 19 – Juneteenth (Thursday)

July 4 – Independence Day (Friday)

August 29 – ½ day – Employee United Way Day (Friday) – option for employees being allowed to take their time off by the end of the year (December 31, 2025) if a department's scheduling interferes with the Friday, August 29th date

September 1 – Labor Day (Monday)

October 3 – Storytelling Festival (Friday) – subject to Storytelling Festival being live and in-person

November 11 – Veterans Day (Tuesday)

November 27 & 28 – Thanksgiving (Thursday & Friday)

December 19 – Employee Christmas Party (Friday) at Visitor Center

December 24 – ½ Day (Wednesday), December 25 (Thursday), & December 26 (Friday)

January 1, 2026 – New Year's Day (Thursday)

Employee's Birthday

(Note: If an employee's birthday falls on a Saturday, then they would take the Friday before off, if their birthday falls on a Sunday, then they would take the Monday after. If an employee's birthday falls on a Town approved holiday during the week, they could take the day before or the day after the holiday; if the holiday falls on a Friday they would take the Thursday before, if the holiday is on Monday, then they would take the Tuesday after.

Public Safety (Police, Fire, Dispatch) employees, if their birthday is on a day that is during their normal scheduled time off, then they can take their birthday off during the same month as their birthdate.

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

DATE: November 12, 2024 AGENDA ITEM #: 1.

SUBJECT: Financial Report

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

	Current Year		Prior Year	
	October	YTD	October	YTD
GENERAL FUND				
Revenues	1,567,778	6,615,088	837,936	4,193,375
Expenditures	728,440	3,776,890	1,002,524	3,637,274
Rev. Over/(Under) Exp.	839,338	2,838,198	(164,588)	556,101
SOLID WASTE FUND				
Revenues	79,537	297,579	77,420	289,733
Expenditures	63,548	234,514	52,023	212,690
Rev. Over/(Under) Exp.	15,989	63,065	25,397	77,043
JACKSON THEATRE FUND				
Revenues	-	-	-	-
Expenditures	41,584	176,670	-	-
Rev. Over/(Under) Exp.	(41,584)	(176,670)	-	-
K-8 CAPITAL PROJECT FUND				
Revenues	-	-	719,323	2,681,895
Expenditures	-	2,320	719,323	3,164,241
Rev. Over/(Under) Exp.	-	(2,320)	-	(482,346)
HRA INTERNAL SERV. FUND				
Revenues	5,790	23,160	5,790	23,160
Expenditures	5,767	17,804	3,642	51,112
Rev. Over/(Under) Exp.	23	5,356	2,148	(27,952)
WATER/SEWER FUND*				
Revenues	1,405,821	4,193,919	835,309	3,984,000
Expenditures	810,114	4,200,344	657,011	4,171,634
Rev. Over/(Under) Exp.	595,707	(6,425)	178,298	(187,634)
DRUG FUND				
Revenues	32,495	33,351	180	6,372
Expenditures	-	2,000	-	17,385
Rev. Over/(Under) Exp.	32,495	31,351	180	(11,013)

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

Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
31100	Property Taxes (Current)	2,699,055.00	(10,546.00)	(35,941.00)	2,663,114.00	98.67%
31120	Public Utilities Property Tax (Current)	33,867.00	0.00	0.00	33,867.00	100.00%
31210	Real And Personal Prop Tax Prior Year	80,218.00	0.00	0.00	80,218.00	100.00%
31310	Inter And Penalty On Prop Taxes (Current)	17,000.00	(1,499.28)	(4,713.58)	12,286.42	72.27%
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	0.00	71,463.00	100.00%
31520	TVA Impact Payment	14,364.00	0.00	0.00	14,364.00	100.00%
31600	Local Option Sales Tax	3,094,600.00	(237,636.05)	(957,636.19)	2,136,963.81	69.05%
31710	Wholesale Beer Tax	230,000.00	(17,548.30)	(76,223.00)	153,777.00	66.86%
31720	Wholesale Liquor Tax	125,000.00	(10,032.21)	(41,753.11)	83,246.89	66.50%
31800	Business Taxes	206,000.00	(1,682.95)	(7,806.66)	198,193.34	96.21%
31870	Hotel/Motel Tax	58,000.00	(6,555.55)	(24,745.10)	33,254.90	57.34%
31912	Cable TV Franchise Tax	83,000.00	(628.50)	(628.50)	82,371.50	99.24%
32200	Alcoholic Beverage Fees/Applications	5,000.00	0.00	0.00	5,000.00	100.00%
32610	Building Permits	263,000.00	(38,623.78)	(155,012.13)	107,987.87	41.06%
32661	Rezoning/Plan Review/Variance Fee	6,500.00	(825.00)	(6,525.00)	(25.00)	-0.38%
33490	Other State Grants	30,000.00	0.00	0.00	30,000.00	100.00%
33490	Other State Grants	0.00	0.00	(2,400,000.00)	(2,400,000.00)	No Budget
33491	State Revenue	13,050.00	(1,106.50)	(3,319.50)	9,730.50	74.56%
33510	State Sales Tax	729,000.00	(62,991.44)	(239,560.14)	489,439.86	67.14%
33530	State Beer Tax	2,700.00	(1,345.39)	(1,345.39)	1,354.61	50.17%
33535	State Telecommunication Tax	5,900.00	(482.27)	(1,841.79)	4,058.21	68.78%
33536	State Local Occupancy Tax	12,500.00	(878.58)	(4,090.14)	8,409.86	67.28%
33540	State Alcoholic Beverage Tax	16,000.00	(1,426.02)	(5,506.89)	10,493.11	65.58%
33550	State Street Aid	205,000.00	(17,837.17)	(71,722.75)	133,277.25	65.01%
33552	State-City Streets And Transportation	12,500.00	(1,116.78)	(4,425.42)	8,074.58	64.60%
33570	State Maintenance Reimbursement	21,000.00	(1,388.12)	(8,103.20)	12,896.80	61.41%
33580	State Sports Betting	11,700.00	0.00	(2,587.47)	9,112.53	77.88%
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%

Town of Jonesborough
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Fund : 110	General Fund	Total Estimated	MTD Realized	YTD Realized	Monthly Comparative	
					Unrealized	% UnRealized
		16,500.00	0.00	0.00	16,500.00	100.00%
33600	State Police Training Supplement					
33601	State Fire Training Supplement	6,400.00	0.00	0.00	6,400.00	100.00%
33602	State Police Supplement	0.00	0.00	0.00	0.00	No Budget
33711	County Revenue	48,000.00	(23,750.00)	(23,750.00)	24,250.00	50.52%
34901	Stormwater Fees	24,000.00	0.00	0.00	24,000.00	100.00%
36351	Refunds and Reimbursements	0.00	(119.99)	(119.99)	(119.99)	No Budget
36710	Contri And Donations-Businesses	0.00	0.00	(3,000.00)	(3,000.00)	No Budget
36720	Contri And Donations-Organizations	12,170.00	0.00	0.00	12,170.00	100.00%
36900	Other Financing Sources	1,200,000.00	0.00	0.00	1,200,000.00	100.00%
38100	Other Programs	80,000.00	0.00	0.00	80,000.00	100.00%
38101	Title IIIB Transportation	12,000.00	(1,000.00)	(3,000.00)	9,000.00	75.00%
38102	Service Coordination Funds	53,392.00	(3,844.96)	(11,977.95)	41,414.05	77.57%
38104	United Way Funding	6,000.00	0.00	(1,500.00)	4,500.00	75.00%
38106	Health Promo & Class Revenue	47,500.00	(1,995.00)	(18,509.00)	28,991.00	61.03%
38107	Rental Revenue	900.00	(200.00)	(700.00)	200.00	22.22%
38108	Membership Dues	25,000.00	(1,137.07)	(8,410.70)	16,589.30	66.36%
38109	My Ride Fees	5,900.00	(360.00)	(1,500.00)	4,400.00	74.58%
38110	Veterans War Memorial Project	0.00	0.00	(50.00)	(50.00)	No Budget
38111	Pep Safety Grant-Employee Wellnes	2,000.00	0.00	0.00	2,000.00	100.00%
38112	Pep Driver Safety Grant	5,000.00	0.00	0.00	5,000.00	100.00%
38113	Tree & Townscape Spec.Proj.Revenu	0.00	(20.00)	(20.00)	(20.00)	No Budget
38114	Washington County Fire Funds	135,000.00	0.00	(33,750.00)	101,250.00	75.00%
38117	Visitor Center - Auditorium Rent	15,000.00	(1,030.00)	(4,573.21)	10,426.79	69.51%
38118	Visitor Center Gift Shop	55,000.00	(511.60)	(10,542.29)	44,457.71	80.83%
38119	Visitor Center Miscellaneous	8,000.00	8,449.41	(1,347.96)	6,652.04	83.15%
38120	Visitor Center - Special Program	24,500.00	(6,977.65)	(6,960.15)	17,539.85	71.59%
38121	Gazebo Rental	350.00	0.00	0.00	350.00	100.00%
38122	Recreation Events/Special Program	7,500.00	(400.00)	(2,539.15)	4,960.85	66.14%
38125	Music On The Square Revenues	48,000.00	0.00	(9,733.72)	38,266.28	79.72%
38127	Repertory Theatre/Jpac	52,000.00	470.00	816.80	52,816.80	101.57%
38127	Repertory Theatre/Jpac	0.00	0.00	1,110.38	1,110.38	No Budget

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Fund : 110		General Fund		Monthly Comparative			33.33%
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized	
38127	00017	0.00	0.00	(15,177.15)	(15,177.15)	No Budget	No Budget
38127	00018	0.00	(1,864.30)	(2,106.32)	(2,106.32)	No Budget	No Budget
38127	00019	0.00	(470.00)	(470.00)	(470.00)	No Budget	No Budget
38127	00020	0.00	0.00	(4,440.00)	(4,440.00)	No Budget	No Budget
38127	00021	0.00	0.00	(2,889.79)	(2,889.79)	No Budget	No Budget
38127	00022	0.00	0.00	(14,072.36)	(14,072.36)	No Budget	No Budget
38127	00023	0.00	702.37	698.34	698.34	No Budget	No Budget
38127	00024	0.00	(1,000.00)	3,166.00	3,166.00	No Budget	No Budget
38127	00025	0.00	0.00	160.00	160.00	No Budget	No Budget
38127	00026	0.00	0.00	(4,840.00)	(4,840.00)	No Budget	No Budget
38127	00100	0.00	(3,206.75)	(495.09)	(495.09)	No Budget	No Budget
38127	00200	0.00	(11,643.77)	(2,638.30)	(2,638.30)	No Budget	No Budget
38128		50,000.00	(2,175.00)	(10,411.05)	39,588.95	79.18%	79.18%
38130		17,500.00	(247.20)	(2,919.60)	14,580.40	83.32%	83.32%
38131		3,000.00	(50.00)	1,575.00	4,575.00	152.50%	152.50%
38132		2,500.00	0.00	(399.49)	2,100.51	84.02%	84.02%
38133		12,000.00	(302.00)	(2,664.00)	9,336.00	77.80%	77.80%
38134		35,000.00	0.00	(13,813.29)	21,186.71	60.53%	60.53%
38135		33,100.00	0.00	(917.58)	32,182.42	97.23%	97.23%
38136		37,500.00	0.00	(20,080.05)	17,419.95	46.45%	46.45%
38137		310,000.00	0.00	(152,004.92)	157,995.08	50.97%	50.97%
38138		95,000.00	37.00	(43,715.78)	51,284.22	53.98%	53.98%
38139		3,500.00	0.00	0.00	3,500.00	100.00%	100.00%
38140		9,400.00	0.00	0.00	9,400.00	100.00%	100.00%
38141		3,000.00	0.00	(1,141.49)	1,858.51	61.95%	61.95%
38142		3,500.00	0.00	(117.27)	3,382.73	96.65%	96.65%
38143		160,000.00	(12,572.75)	(64,443.85)	95,556.15	59.72%	59.72%

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Fund	110	General Fund	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
			53,000.00	(10,713.40)	(28,711.99)	24,288.01	33.33%
38144		Police Fines - Cameras			(473.22)	6,326.78	93.04%
38145		General Sessions Court Fines	6,800.00	(20.00)	(5,700.22)	12,799.78	69.19%
38146		Litigation Tax	18,500.00	(2,020.65)	(7,488.00)	10,512.00	58.40%
38147		Defensive Driving School Revenue	18,000.00	(2,340.00)	(13,920.00)	15,080.00	52.00%
38148		Shop With Cop Program	29,000.00	(180.00)	(792.00)	1,458.00	64.80%
38149		Driving School Tech Fees	2,250.00	0.00	(716.00)	2,784.00	79.54%
38150		Ps Electronic Citation Fee Reserv	3,500.00	0.00	0.00	5,000.00	100.00%
38151		Doj Bullet Proof Vests Grant	5,000.00	0.00	0.00	60,000.00	100.00%
38152		Doj Cops Grant	60,000.00	0.00	0.00	5,000.00	100.00%
38153		Tn Hwy Safety Grant	5,000.00	0.00	(270.00)	730.00	73.00%
38154		Clerk Electronic Citation Fee Res	1,000.00	(91.00)	(1,000.00)	(1,000.00)	No Budget
38155		Jonesborough Cops For Kids	0.00	(1,000.00)	(8,000.00)	0.00	0.00%
38156		Paws In Blue Canine Revenue Cont	8,000.00	0.00	(4,657.50)	7,342.50	61.19%
38157		Mckinney Center - Rental Fees	12,000.00	(1,822.50)	(100.79)	(100.79)	No Budget
38158		Mbm Prog.-Donations	0.00	0.00	(34,853.54)	40,146.46	53.53%
38159		Mary Martin-Education Fees	75,000.00	(4,877.69)	0.00	5,000.00	100.00%
38160		Mckinney Scholarship Fund Revenue	5,000.00	0.00	(300.00)	1,700.00	85.00%
38161		Mckinney Center Membership Revenu	2,000.00	(300.00)	(2,868.00)	6,012.00	67.70%
38162		Tac Grant-Story Town Radio Show	8,880.00	0.00	0.00	2,500.00	100.00%
38165		Tac Grant Comm.Play Creative Plac	2,500.00	0.00	(5,795.37)	19,204.63	76.82%
38167		Interest Earned	25,000.00	0.00	(22,001.97)	56,487.03	71.97%
38168		Post Office Rent	78,489.00	(7,333.99)	(289,925.07)	(228,489.07)	-371.91%
38169		Lease Revenue	61,436.00	(140,270.19)	(270,150.00)	1,896,434.00	87.53%
38169	WC	Lease Revenue	2,166,584.00	0.00	(1,180,147.55)	(1,180,147.55)	No Budget
38170		Miscellaneous Revenue	0.00	(863,256.19)	0.00	15,000.00	100.00%
38172		Auction Proceeds - Surplus Equip	15,000.00	0.00	(23,291.79)	31,708.21	57.65%
38174	SCNTR	Special Projects Re	55,000.00	(3.51)	(2,275.00)	(2,075.00)	-1037.50%
38176		Flag Replacement Revenue	200.00	(225.00)	(337.85)	2,662.15	88.74%
38177		Chuckey Depot Museum Revenue	3,000.00	0.00	0.00	3,728.00	100.00%
38193		East TN Foundation - Hope in Action Grant	3,728.00	0.00	0.00	55,000.00	100.00%
38194		Visitor Center - Ticket Surcharge	55,000.00	0.00	0.00		

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Fund : 110		General Fund		Monthly Comparative			
		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized	
38203	965	2,150.00	0.00	0.00	2,150.00	100.00%	No Budget
					(1,698.00)		No Budget
38203	976	0.00	0.00	(1,698.00)			No Budget
38203	977	0.00	0.00	0.00	0.00	100.00%	
38206		5,000.00	0.00	0.00	5,000.00	100.00%	
38208		8,477.00	0.00	4,887.89	13,364.89	157.66%	
38209		10,429.00	0.00	0.00	10,429.00	100.00%	
38210		500,400.00	(41,700.00)	(166,800.00)	333,600.00	66.67%	
Total For Fund:	110	15,416,852.00	(1,567,778.27)	(6,615,087.91)	8,801,764.09	57.09%	

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Fund : 131	Solid Waste Management Fund	Monthly Comparative				% UnRealized
		Total Estimated	MTD Realized	YTD Realized	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	(77,603.32)	(286,786.90)	586,703.10	67.17%
34426	Solid Waste Service Charges	16,000.00	(1,500.00)	(6,640.00)	9,360.00	58.50%
34427	Tote Cart/Dumpster Charges	500.00	0.00	(280.00)	220.00	44.00%
34428	Bagster Bag Charges	1,500.00	0.00	(347.25)	1,152.75	76.85%
34454	Sale Of Recyclable Materials	0.00	(194.00)	(1,071.50)	(1,071.50)	No Budget
34455	Sale of Compost/Mulch	10,500.00	(240.03)	(2,152.63)	8,347.37	79.50%
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	(79,537.35)	(297,579.29)	1,087,479.71	78.52%

Fund : 171 Jackson Theatre Fund		Monthly Comparative			
	Total Estimated	MTD Realized	YTD Realized	Unrealized	% UnRealized
34752	418,709.00	0.00	0.00	418,709.00	100.00%
34755	17,446.00	0.00	0.00	17,446.00	100.00%
36961	175,027.00	0.00	0.00	175,027.00	100.00%
Total For Fund: 171	611,182.00	0.00	0.00	611,182.00	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)	(10,920.00)	(10,920.00)	No Budget
36992	131 HRA Contributions	0.00	(750.00)	(3,000.00)	(3,000.00)	No Budget
36992	413 HRA Contributions	0.00	(2,310.00)	(9,240.00)	(9,240.00)	No Budget
Total For Fund: 334		0.00	(5,790.00)	(23,160.00)	(23,160.00)	100.00%

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Fund : 413 Water & Sewer Fund		Monthly Comparative				
	Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized	
33101	260,000.00	0.00	0.00	260,000.00	100.00%	33.33%
33401	191,659.00	0.00	0.00	191,659.00	100.00%	
33493	173,999.00	0.00	0.00	173,999.00	100.00%	
36100	8,000.00	0.00	(1,468.14)	6,531.86	81.65%	
36721	0.00	(416,548.29)	(416,548.29)	(416,548.29)	No Budget	
37110	7,231,969.00	(708,527.79)	(2,629,139.27)	4,602,829.73	63.65%	
37115	0.00	0.00	(185.06)	(185.06)	No Budget	
37151	37,600.00	(3,530.81)	(14,072.82)	23,527.18	62.57%	
37152	53,000.00	(3,900.00)	(20,050.00)	32,950.00	62.17%	
37196	460,000.00	(49,500.00)	(264,050.00)	195,950.00	42.60%	
37196	0.00	0.00	(37,500.00)	(37,500.00)	No Budget	
37197	100,000.00	0.00	0.00	100,000.00	100.00%	
37210	1,927,686.00	(185,338.99)	(659,076.53)	1,268,609.47	65.81%	
37220	3,600.00	(475.00)	(1,975.00)	1,625.00	45.14%	
37296	225,000.00	(38,000.00)	(148,000.00)	77,000.00	34.22%	
37726	10,000.00	0.00	0.00	10,000.00	100.00%	
38170	0.00	0.00	(1,853.69)	(1,853.69)	No Budget	
Total For Fund: 413	10,682,513.00	(1,405,820.88)	(4,193,918.80)	6,488,594.20	60.74%	

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Fund : 619	Drug Enforcement Fund	Monthly Comparative				% UnRealized
		Total Estimated	MTD Realized	YTD Realized	Unrealized	
35140	Drug Related Fines	2,000.00	(625.00)	(1,481.05)	518.95	25.95%
36529	Auction Proceeds	4,000.00	(31,870.00)	(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	(32,495.00)	(33,351.05)	(23,851.05)	-251.06%

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Statement of Expenditures and Encumbrances
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Fund: 110 Monthly Comparative: 33.33%

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)	137,745.13	(324,002.87)	29.83%	33,042.23
		Salaries and Wages	0.00		0.00			0.00
121	100		0.00	0.00	1,017.14	1,017.14	No Budget	1,017.14
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	73.56	73.56	No Budget	73.56
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(35,324.00)	(35,324.00)	9,967.59	(25,356.41)	28.22%	2,387.88
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(60,093.00)	(60,093.00)	25,259.03	(34,833.97)	42.03%	6,229.55
		Hospital And Health Insurance	0.00		0.00			0.00
143	100		0.00	0.00	61.03	61.03	No Budget	61.03
		Employee Retirement Plan	0.00		0.00			0.00
143			(25,539.00)	(25,539.00)	7,599.16	(17,939.84)	29.76%	1,809.52
		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)	25.40	(142.60)	15.12%	1.10
		Unemployment Insurance	0.00		0.00			0.00
166			(11,200.00)	(11,200.00)	3,500.00	(7,700.00)	31.25%	1,050.00
		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)	358.79	(3,841.21)	8.54%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	333.99	(1,666.01)	16.70%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(8,000.00)	(8,000.00)	2,000.00	(6,000.00)	25.00%	500.00
		Public Relation	0.00		0.00			0.00

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Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
239			(3,500.00)	(3,500.00)	3,312.00	(188.00)	94.63%	0.00
	MTAS/TML Fees		0.00		0.00			0.00
241			(15,000.00)	(15,000.00)	4,260.03	(10,739.97)	28.40%	1,754.91
	Electric		0.00		0.00			0.00
242			(1,600.00)	(1,600.00)	255.30	(1,344.70)	15.96%	91.67
	Water		0.00		0.00			0.00
245			(12,500.00)	(12,500.00)	3,611.47	(8,888.53)	28.89%	563.74
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(500.00)	(500.00)	242.34	(257.66)	48.47%	121.17
	GPS Services		0.00		0.00			0.00
251			(2,600.00)	(2,600.00)	806.39	(1,793.61)	31.02%	184.05
	Medical Services		0.00		0.00			0.00
252			(60,000.00)	(60,000.00)	22,181.46	(37,818.54)	36.97%	8,124.52
	Legal Services		0.00		0.00			0.00
253			(29,000.00)	(29,000.00)	0.00	(29,000.00)	0.00%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
255			(70,000.00)	(70,000.00)	34,541.27	(35,458.73)	49.34%	0.00
	Data Processing Services		0.00		0.00			0.00
256			(35,000.00)	(35,000.00)	14,525.00	(20,475.00)	41.50%	4,500.00
	Engineering Services		0.00		0.00			0.00
261			(3,000.00)	(3,000.00)	57.06	(2,942.94)	1.90%	0.00
	Repair And Maintenance Motor Vehicles		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			(15,000.00)	(15,000.00)	8,139.32	(6,860.68)	54.26%	(21.67)
	Repair And Maintenance Buildings		0.00		0.00			0.00
267			(5,000.00)	(5,000.00)	150.00	(4,850.00)	3.00%	150.00
	Repair And Maintenance Buildings - ISC Bldg		0.00		0.00			0.00
270			0.00	0.00	110.00	110.00	No Budget	0.00
	Repair And Maintenance Surplus Vehicles &		0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
279			(5,500.00)	(5,500.00)	55.00	(5,445.00)	1.00%	55.00
		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)	14,000.00	(10,000.00)	58.33%	0.00
		Other Contracted Services	0.00		0.00			0.00
297			(2,500.00)	(2,500.00)	289.79	(2,210.21)	11.59%	199.89
		Veterans Memorial	0.00		0.00			0.00
311			(6,000.00)	(6,000.00)	690.47	(5,309.53)	11.51%	20.84
		Office Supplies	0.00		0.00			0.00
312			(9,000.00)	(9,000.00)	0.00	(9,000.00)	0.00%	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%	479.83
		Stationary/Forms	0.00		0.00			0.00
323			(18,000.00)	(18,000.00)	4,950.00	(13,050.00)	27.50%	4,950.00
		Food	0.00		0.00			0.00
324			(4,200.00)	(4,200.00)	856.77	(3,343.23)	20.40%	203.58
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(2,000.00)	(2,000.00)	114.96	(1,885.04)	5.75%	114.96
		Clothing And Uniforms	0.00		0.00			0.00
331			(7,500.00)	(7,500.00)	349.66	(7,150.34)	4.66%	0.00
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(700.00)	(700.00)	0.00	(700.00)	0.00%	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)	584.39	(3,915.61)	12.99%	22.43
		Miscellaneous Supplies	0.00		0.00			0.00
520			(164,200.00)	(164,200.00)	82,312.50	(81,887.50)	50.13%	0.00
		Property/Liability Insurance	0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535			(45,000.00)	(45,000.00)	12,278.25	(32,721.75)	27.29%	4,674.15
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
555			(3,000.00)	(3,000.00)	1,204.87	(1,795.13)	40.16%	0.00
		Bank Service Charges	0.00		0.00			0.00
595			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		Tax Relief Program	0.00		0.00			0.00
620		RDA27	(80,800.00)	(80,800.00)	19,933.78	(60,866.22)	24.67%	0.00
620		Note Principal	0.00		0.00			0.00
620		RDA24	(260,328.00)	(260,328.00)	64,166.91	(196,161.09)	24.65%	0.00
		Note Principal	0.00		0.00			0.00
620		RDA22	(105,717.00)	(105,717.00)	26,057.64	(79,659.36)	24.65%	0.00
		Note Principal	0.00		0.00			0.00
620		RDA28	(188,534.00)	(188,534.00)	46,512.16	(142,021.84)	24.67%	0.00
		Note Principal	0.00		0.00			0.00
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)	0.00	(123,000.00)	0.00%	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		COMIF	(61,753.00)	(61,753.00)	20,399.65	(41,353.35)	33.03%	5,115.18
		Note Principal	0.00		0.00			0.00
620		RDA25	(261,650.00)	(261,650.00)	64,492.63	(197,157.37)	24.65%	0.00
		Note Principal	0.00		0.00			0.00
620		CAP23	(71,261.00)	(71,261.00)	23,326.14	(47,934.86)	32.73%	5,896.75
		Note Principal	0.00		0.00			0.00
640		MUNIB	(12,954.00)	(12,954.00)	0.00	(12,954.00)	0.00%	0.00
		Interest On Notes	0.00		0.00			0.00
640		RDA27	(61,760.00)	(61,760.00)	15,706.22	(46,053.78)	25.43%	0.00
		Interest On Notes	0.00		0.00			0.00

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640	RDA24		(214,836.00)	(214,836.00)	54,624.09	(160,211.91)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	COMMF		(87,671.00)	(87,671.00)	29,408.35	(58,262.65)	33.54%	7,336.82
	Interest On Notes		0.00		0.00			0.00
640	RDA		(200,103.00)	(200,103.00)	0.00	(200,103.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA28		(144,106.00)	(144,106.00)	36,647.84	(107,458.16)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	CAP23		(29,756.00)	(29,756.00)	16,890.67	(12,865.33)	56.76%	2,521.34
	Interest On Notes		0.00		0.00			0.00
640	RDA1		(69,317.00)	(69,317.00)	0.00	(69,317.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	K8PK		0.00	0.00	12,877.77	12,877.77	No Budget	6,333.33
	Interest On Notes		0.00		0.00			0.00
640	RDA25		(215,926.00)	(215,926.00)	54,901.37	(161,024.63)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
640	RDA22		(87,243.00)	(87,243.00)	22,182.36	(65,060.64)	25.43%	0.00
	Interest On Notes		0.00		0.00			0.00
660		Debt Issuance Costs	(2,000.00)	(2,000.00)	1,750.00	(250.00)	87.50%	0.00
			0.00		0.00			0.00
760		Transfer To Other Funds	(175,027.00)	(175,027.00)	0.00	(175,027.00)	0.00%	0.00
			0.00		0.00			0.00
764		Transfer to Capital Projects Fund	0.00	0.00	6,832.19	6,832.19	No Budget	644.70
			0.00		0.00			0.00
801		Library Appropriation	(13,500.00)	(13,500.00)	0.00	(13,500.00)	0.00%	0.00
			0.00		0.00			0.00
802		NE TN Tourism Appropriation	(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
			0.00		0.00			0.00
803		WC Museum/Heritage Alliance Appro	(50,000.00)	(50,000.00)	16,666.68	(33,333.32)	33.33%	4,166.67
			0.00		0.00			0.00

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804			(4,500.00)	(4,500.00)	125.28	(4,374.72)	2.78%	0.00
	Building Inspection		0.00		0.00			0.00
805			(6,000.00)	(6,000.00)	2,019.54	(3,980.46)	33.66%	457.20
	Dirty Street Fighters		0.00		0.00			0.00
806			(1,649.00)	(1,649.00)	1,649.00	0.00	100.00%	0.00
	F.T.D.D. Appropriation		0.00		0.00			0.00
807			(7,310.00)	(7,310.00)	0.00	(7,310.00)	0.00%	0.00
	F.T.H.R.A. Appro		0.00		0.00			0.00
808			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	WC E.M.S. Appropriation		0.00		0.00			0.00
815			0.00	0.00	1,310.56	1,310.56	No Budget	449.99
	Main Street Jones.Program Exp		0.00		0.00			0.00
817			0.00	0.00	648.29	648.29	No Budget	45.99
	Main St.-Jonesborough Days		0.00		0.00			0.00
910			0.00	0.00	350,299.50	350,299.50	No Budget	0.00
	Land		0.00		0.00			0.00
991			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
	Facade Renovation		0.00		0.00			0.00
992			(217,000.00)	(217,000.00)	0.00	(217,000.00)	0.00%	0.00
	Street/Solid Waste Buidling		0.00		0.00			0.00
42100	Police				404,927.66	(993,734.34)	28.95%	106,312.59
121			(1,398,662.00)	(1,398,662.00)	0.00			0.00
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	8,812.50	8,812.50	No Budget	8,812.50
	Salaries and Wages		0.00		0.00			0.00
141	100		0.00	0.00	625.44	625.44	No Budget	625.44
	Oasi (Employer's Share)		0.00		0.00			0.00
141			(106,998.00)	(106,998.00)	28,590.84	(78,407.16)	26.72%	7,521.14
	Oasi (Employer's Share)		0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142			(259,228.00)	(259,228.00)	106,460.86	(152,767.14)	41.07%	24,151.63
		Hospital And Health Insurance	0.00		0.00			0.00
143	100		0.00	0.00	528.77	528.77	No Budget	528.77
		Employee Retirement Plan	0.00		0.00			0.00
143			(80,547.00)	(80,547.00)	24,549.74	(55,997.26)	30.48%	6,183.10
		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%	6.94
		Unemployment Insurance	0.00		0.00			0.00
148			(18,000.00)	(18,000.00)	582.58	(17,417.42)	3.24%	208.00
		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)	0.00	(10,000.00)	0.00%	0.00
		Court Costs	0.00		0.00			0.00
211			(2,500.00)	(2,500.00)	296.86	(2,203.14)	11.87%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(2,000.00)	(2,000.00)	25.00	(1,975.00)	1.25%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(5,000.00)	(5,000.00)	1,029.71	(3,970.29)	20.59%	369.95
		Public Relation	0.00		0.00			0.00
245			(20,660.00)	(20,660.00)	4,037.81	(16,622.19)	19.54%	961.89
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(5,250.00)	(5,250.00)	1,163.08	(4,086.92)	22.15%	581.54
		GPS Services	0.00		0.00			0.00
251			(11,500.00)	(11,500.00)	3,560.93	(7,939.07)	30.96%	900.58
		Medical Services	0.00		0.00			0.00
260			(1,000.00)	(1,000.00)	97.90	(902.10)	9.79%	30.98
		RADIO	0.00		0.00			0.00
		Repair And Maintenance Services	0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261			(20,000.00)	(20,000.00)	8,972.86	(11,027.14)	44.86%	2,423.85
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	100.00	(900.00)	10.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
270			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Repair And Maintenance Surplus Vehicles &	0.00		0.00			0.00
280			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
289			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Travel - Surplus Vehicles & Equip	0.00		0.00			0.00
290			(45,000.00)	(45,000.00)	26,393.82	(18,606.18)	58.65%	1,035.00
		Other Contracted Services	0.00		0.00			0.00
307			(29,000.00)	(29,000.00)	0.00	(29,000.00)	0.00%	0.00
		Shop with a Cop	0.00		0.00			0.00
311			(3,500.00)	(3,500.00)	356.34	(3,143.66)	10.18%	5.00
		Office Supplies	0.00		0.00			0.00
312			(20,000.00)	(20,000.00)	528.43	(19,471.57)	2.64%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
313			(1,400.00)	(1,400.00)	132.43	(1,267.57)	9.46%	0.00
		Stationary/Forms	0.00		0.00			0.00
326			(22,000.00)	(22,000.00)	4,630.94	(17,369.06)	21.05%	855.05
		Clothing And Uniforms	0.00		0.00			0.00
327			(8,500.00)	(8,500.00)	0.00	(8,500.00)	0.00%	0.00
		Fire Arm Supplies	0.00		0.00			0.00
331			(60,000.00)	(60,000.00)	13,535.97	(46,464.03)	22.56%	0.00
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Safety Supplies	0.00		0.00			0.00

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390			(6,000.00)	(6,000.00)	1,148.82	(4,851.18)	19.15%	53.92
	Miscellaneous Supplies		0.00		0.00			0.00
390	100		0.00	0.00	181.80	181.80	No Budget	181.80
	Miscellaneous Supplies		0.00		0.00			0.00
535			(25,000.00)	(25,000.00)	5,751.86	(19,248.14)	23.01%	1,633.81
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
560			(25,000.00)	(25,000.00)	4,167.24	(20,832.76)	16.67%	1,312.67
	State Police Fines		0.00		0.00			0.00
620	PSVEH		(121,000.00)	(121,000.00)	121,000.00	0.00	100.00%	0.00
	Note Principal		0.00		0.00			0.00
640	PSVEH		(3,101.00)	(3,101.00)	2,061.80	(1,039.20)	66.49%	0.00
	Interest On Notes		0.00		0.00			0.00
701			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	DOJ Bullet Proof Vests Grant		0.00		0.00			0.00
702			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	TN Highway Safety Grant		0.00		0.00			0.00
831			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Ps Electr.Citation Reserve Exp		0.00		0.00			0.00
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)	971.13	(7,028.87)	12.14%	0.00
	Paws In Blue Canine Expenses		0.00		0.00			0.00
42200		Fire Protection And Control Services	(506,195.00)	(506,195.00)	168,228.28	(337,966.72)	33.23%	41,717.84
121		Salaries and Wages	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
141			(38,724.00)	(38,724.00)	12,134.13	(26,589.87)	31.33%	3,007.59
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(77,012.00)	(77,012.00)	28,987.93	(48,024.07)	37.64%	6,296.76
		Hospital And Health Insurance	0.00		0.00			0.00
143			(28,595.00)	(28,595.00)	9,038.50	(19,556.50)	31.61%	2,167.20
		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	(300.00)	0.00%	0.00
147			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00	(5,117.20)	39.80%	1,890.80
148			(8,500.00)	(8,500.00)	3,382.80	(5,117.20)	39.80%	1,890.80
		Employee Education And Training	0.00		0.00			0.00
211			(200.00)	(200.00)	37.34	(162.66)	18.67%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(2,500.00)	(2,500.00)	150.00	(2,350.00)	6.00%	50.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
236			(500.00)	(500.00)	(219.92)	(719.92)	-43.98%	0.00
		Public Relation	0.00		0.00	(3,536.04)	43.42%	868.41
245			(6,250.00)	(6,250.00)	2,713.96	(3,536.04)	43.42%	868.41
		Telephone And Other Communication Services	0.00		0.00	(1,063.86)	29.08%	218.07
248			(1,500.00)	(1,500.00)	436.14	(1,063.86)	29.08%	218.07
		GPS Services	0.00		0.00			0.00
251			(6,500.00)	(6,500.00)	907.79	(5,592.21)	13.97%	423.58
		Medical Services	0.00		0.00			0.00
261			(30,000.00)	(30,000.00)	19,950.04	(10,049.96)	66.50%	4,151.86
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(2,500.00)	(2,500.00)	1,334.02	(1,165.98)	53.36%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(10,000.00)	(10,000.00)	1,381.06	(8,618.94)	13.81%	(21.66)
		Repair And Maintenance Buildings	0.00		0.00			0.00

Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
280			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
290			(26,000.00)	(26,000.00)	2,341.21	(23,658.79)	9.00%	1,465.31
		Other Contracted Services	0.00		0.00			0.00
311			(1,000.00)	(1,000.00)	436.06	(563.94)	43.61%	2.09
		Office Supplies	0.00		0.00			0.00
312			(45,000.00)	(45,000.00)	5,205.12	(39,794.88)	11.57%	3,813.07
		Small Items Of Equipment	0.00		0.00			0.00
313			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Stationary/Forms	0.00		0.00			0.00
326			(13,000.00)	(13,000.00)	3,076.64	(9,923.36)	23.67%	1,259.92
		Clothing And Uniforms	0.00		0.00			0.00
329			(60,000.00)	(60,000.00)	4,276.55	(55,723.45)	7.13%	3,460.00
		Fire Fighting Gear	0.00		0.00			0.00
331			(13,000.00)	(13,000.00)	2,629.97	(10,370.03)	20.23%	0.00
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Safety Supplies	0.00		0.00			0.00
390			(6,500.00)	(6,500.00)	2,732.94	(3,767.06)	42.05%	265.83
		Miscellaneous Supplies	0.00		0.00			0.00
535			(6,500.00)	(6,500.00)	1,850.14	(4,649.86)	28.46%	516.92
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
620		FT16	(39,866.00)	(39,866.00)	13,164.20	(26,701.80)	33.02%	3,302.64
		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)	811.36	(1,249.64)	39.37%	191.25
		Interest On Notes	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
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Monthly Comparative: 33.33%

Fund : 110

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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)	92,116.61	(344,716.39)	21.09%	27,278.97
		Salaries and Wages	0.00	(33,418.00)	6,613.56	(26,804.44)	19.79%	1,967.94
141		Oasi (Employer's Share)	0.00	(71,306.00)	19,747.44	(51,558.56)	27.69%	4,474.89
142		Hospital And Health Insurance	0.00	(25,022.00)	5,526.97	(19,495.03)	22.09%	1,636.73
143		Employee Retirement Plan	0.00	(28,496.00)	0.00	(28,496.00)	0.00%	0.00
146		Workmen's Compensation	0.00	(220.00)	0.00	(220.00)	0.00%	0.00
147		Unemployment Insurance	0.00	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
148		Employee Education And Training	0.00	(3,500.00)	568.77	(2,931.23)	16.25%	64.55
245		Telephone And Other Communication Services	0.00	(192,500.00)	53,215.40	(139,284.60)	27.64%	17,742.40
247		Street Lighting (Electric And Maint.)	0.00	(2,250.00)	436.14	(1,813.86)	19.38%	218.07
248		GPS Services	0.00	(3,300.00)	1,070.21	(2,229.79)	32.43%	399.86
251		Medical Services	0.00	(49,500.00)	36,817.69	(12,682.31)	74.38%	3,218.30
261		Repair And Maintenance Motor Vehicles	0.00	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
262		Repair And Maintenance Equipment	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
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Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266			(6,000.00)	(6,000.00)	5.67	(5,994.33)	0.09%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
268			(18,750.00)	(18,750.00)	345.40	(18,404.60)	1.84%	0.00
		Repair And Maintenance Roads And Streets	0.00		0.00			0.00
311			(500.00)	(500.00)	5.11	(494.89)	1.02%	0.00
		Office Supplies	0.00		0.00			0.00
312			(14,600.00)	(14,600.00)	29.94	(14,570.06)	0.21%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
326			(3,850.00)	(3,850.00)	517.49	(3,332.51)	13.44%	130.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(38,610.00)	(38,610.00)	6,979.30	(31,630.70)	18.08%	2,199.39
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(7,000.00)	(7,000.00)	3,244.00	(3,756.00)	46.34%	1,253.60
		Tires, Tubes And Etc.	0.00		0.00			0.00
342			(7,260.00)	(7,260.00)	277.03	(6,982.97)	3.82%	0.00
		Sign Parts And Supplies	0.00		0.00			0.00
344			(2,200.00)	(2,200.00)	252.00	(1,948.00)	11.45%	0.00
		Safety Supplies	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)	694.47	(24,305.53)	2.78%	0.00
		Curbing, Sidewalks, and Rock	0.00		0.00			0.00
474			(150,000.00)	(150,000.00)	960.10	(149,039.90)	0.64%	54.00
		Street Paving	0.00		0.00			0.00
535			(2,500.00)	(2,500.00)	897.77	(1,602.23)	35.91%	219.33
		Equipment Leases & Maint Contracts	0.00		0.00			0.00

Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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)	31,915.81	(59,145.19)	35.05%	7,791.94
		Salaries and Wages	0.00		0.00			0.00
141			(6,966.00)	(6,966.00)	2,162.73	(4,803.27)	31.05%	531.86
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(30,969.00)	(30,969.00)	11,856.84	(19,112.16)	38.29%	2,199.80
		Hospital And Health Insurance	0.00		0.00			0.00
143			(5,407.00)	(5,407.00)	1,914.96	(3,492.04)	35.42%	467.52
		Employee Retirement Plan	0.00		0.00			0.00
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)	1,139.79	(3,860.21)	22.80%	334.85
		Electric	0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	114.31	(885.69)	11.43%	0.00
		Water	0.00		0.00			0.00
245			(2,250.00)	(2,250.00)	963.38	(1,286.62)	42.82%	184.56
		Telephone And Other Communication Services	0.00		0.00			0.00

Town of Jonesborough
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Fund : 110

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248			(400.00)	(400.00)	48.46	(351.54)	12.12%	24.23
	GPS Services		0.00		0.00			0.00
251			(800.00)	(800.00)	360.97	(439.03)	45.12%	40.90
	Medical Services		0.00		0.00			0.00
261			(2,800.00)	(2,800.00)	877.63	(1,922.37)	31.34%	497.80
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(500.00)	(500.00)	475.00	(25.00)	95.00%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
266			(1,500.00)	(1,500.00)	377.50	(1,122.50)	25.17%	75.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
311			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Office Supplies		0.00		0.00			0.00
312			(3,470.00)	(3,470.00)	1,171.21	(2,298.79)	33.75%	991.92
	Small Items Of Equipment		0.00		0.00			0.00
324			(1,000.00)	(1,000.00)	291.40	(708.60)	29.14%	200.45
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(2,300.00)	(2,300.00)	960.55	(1,339.45)	41.76%	256.95
	Clothing And Uniforms		0.00		0.00			0.00
331			(2,300.00)	(2,300.00)	507.65	(1,792.35)	22.07%	256.56
	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)	0.00	(2,800.00)	0.00%	0.00
	Consumable Tools		0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
345			(900.00)	(900.00)	227.22	(672.78)	25.25%	21.40
	Welding Supplies		0.00		0.00			0.00
346			(2,500.00)	(2,500.00)	395.00	(2,105.00)	15.80%	0.00
	Wash Bay Maintenance and Supplies		0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
390			(1,000.00)	(1,000.00)	373.22	(626.78)	37.32%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(3,900.00)	(3,900.00)	1,099.80	(2,800.20)	28.20%	368.86
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
44320		Senior Citizen Facilities						
121		III B	(35,861.00)	(35,861.00)	10,421.05	(25,439.95)	29.06%	2,745.60
		Salaries and Wages	0.00		0.00			0.00
121			(396,484.00)	(396,484.00)	112,453.58	(284,030.42)	28.36%	29,648.59
		Salaries and Wages	0.00		0.00			0.00
141		III B	(2,743.00)	(2,743.00)	50.79	(2,692.21)	1.85%	90.79
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(30,331.00)	(30,331.00)	8,645.72	(21,685.28)	28.50%	2,211.52
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(70,687.00)	(70,687.00)	25,747.12	(44,939.88)	36.42%	5,717.78
		Hospital And Health Insurance	0.00		0.00			0.00
142		TRANS	0.00	0.00	36.36	36.36	No Budget	9.09
		Hospital And Health Insurance	0.00		0.00			0.00
142		III B	(12,626.00)	(12,626.00)	5,239.20	(7,386.80)	41.50%	1,047.84
		Hospital And Health Insurance	0.00		0.00			0.00
143			(21,310.00)	(21,310.00)	6,474.68	(14,835.32)	30.38%	1,697.77
		Employee Retirement Plan	0.00		0.00			0.00
143		III B	(2,141.00)	(2,141.00)	51.00	(2,090.00)	2.38%	82.37
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,623.00)	(1,623.00)	0.00	(1,623.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(220.00)	(220.00)	8.57	(211.43)	3.90%	1.86
		Unemployment Insurance	0.00		0.00			0.00
147		III B	(21.00)	(21.00)	0.00	(21.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148		976	0.00	0.00	647.24	647.24	No Budget	0.00
		Employee Education And Training	0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148	IIIB		(2,500.00)	(2,500.00)	977.98	(1,522.02)	39.12%	475.56
		Employee Education And Training	0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	0.00	(3,500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(1,200.00)	(1,200.00)	418.58	(781.42)	34.88%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
230			(5,500.00)	(5,500.00)	219.90	(5,280.10)	4.00%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
241			(32,001.00)	(32,001.00)	7,332.16	(24,668.84)	22.91%	2,448.84
		Electric	0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	1,235.35	(2,764.65)	30.88%	6.00
		Water	0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	2,485.35	(7,514.65)	24.85%	571.59
		Telephone And Other Communication Services	0.00		0.00			0.00
245	IIIB		(780.00)	(780.00)	195.00	(585.00)	25.00%	65.00
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	193.84	(1,006.16)	16.15%	96.92
		GPS Services	0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	590.60	(1,909.40)	23.62%	143.15
		Medical Services	0.00		0.00			0.00
261			(1,000.00)	(1,000.00)	68.96	(931.04)	6.90%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	40.00	(960.00)	4.00%	40.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
265			(10,000.00)	(10,000.00)	650.00	(9,350.00)	6.50%	0.00
		Repair And Maintenance Grounds And	0.00		0.00			0.00
266			(35,000.00)	(35,000.00)	10,926.75	(24,073.25)	31.22%	7,760.73
		Repair And Maintenance Buildings	0.00		0.00			0.00
300	IIIB		(554.00)	(554.00)	0.00	(554.00)	0.00%	0.00
		Supplies	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

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Monthly Comparative: 33.33%

Fund : 110

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
311			(3,200.00)	(3,200.00)	699.19	(2,500.81)	21.85%	228.58
	Office Supplies		0.00		0.00			0.00
312	977		0.00	0.00	1,312.77	1,312.77	No Budget	990.54
	Small Items Of Equipment		0.00		0.00			0.00
312	978		0.00	0.00	2,500.00	2,500.00	No Budget	2,500.00
	Small Items Of Equipment		0.00		0.00			0.00
312			(4,800.00)	(4,800.00)	3,679.49	(1,120.51)	76.66%	289.49
	Small Items Of Equipment		0.00		0.00			0.00
324			(6,000.00)	(6,000.00)	1,592.13	(4,407.87)	26.54%	514.11
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(900.00)	(900.00)	0.00	(900.00)	0.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
331			(2,700.00)	(2,700.00)	458.91	(2,241.09)	17.00%	0.00
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	963.18	(36.82)	96.32%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Safety Supplies		0.00		0.00			0.00
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			(1,500.00)	(1,500.00)	199.14	(1,300.86)	13.28%	165.00
	Miscellaneous Supplies		0.00		0.00			0.00
535			(25,000.00)	(25,000.00)	7,120.03	(17,879.97)	28.48%	1,225.39
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
620	REFBD		(90,000.00)	(90,000.00)	0.00	(90,000.00)	0.00%	0.00
	Note Principal		0.00		0.00			0.00
640	REFBD		(88,350.00)	(88,350.00)	0.00	(88,350.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
836			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Ada Compliance		0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
837			(22,000.00)	(22,000.00)	3,875.00	(18,125.00)	17.61%	1,092.80
		Parrish Nurse/Wellness Program	0.00		0.00			0.00
838			(38,000.00)	(38,000.00)	10,544.00	(27,456.00)	27.75%	7,938.00
		Health Promotion Program	0.00		0.00			0.00
839			(55,000.00)	(55,000.00)	18,150.97	(36,849.03)	33.00%	0.00
		Senior Center-Special Projects Ex	0.00		0.00			0.00
841			0.00	0.00	1,356.22	1,356.22	No Budget	0.00
		Senior Center State Grant Trsd Ex	0.00		0.00			0.00
44400		Parks and Recreation						
121			(399,945.00)	(399,945.00)	115,457.97	(284,487.03)	28.87%	32,332.98
		Salaries and Wages	0.00		0.00			0.00
141			(30,596.00)	(30,596.00)	8,489.72	(22,106.28)	27.75%	2,344.85
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(59,254.00)	(59,254.00)	18,227.71	(41,026.29)	30.76%	5,141.33
		Hospital And Health Insurance	0.00		0.00			0.00
143			(22,925.00)	(22,925.00)	6,274.70	(16,650.30)	27.37%	1,828.74
		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)	46.74	(158.26)	22.80%	23.53
		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)	36.41	(463.59)	7.28%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
220			(500.00)	(500.00)	0.00	(500.00)	0.00%	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

Town of Jonesborough
Statement of Expenditures and Encumbrances
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
241			(37,500.00)	(37,500.00)	7,874.69	(29,625.31)	21.00%	3,388.63
	Electric		0.00		0.00			0.00
242			(15,000.00)	(15,000.00)	8,559.19	(6,440.81)	57.06%	6,880.63
	Water		0.00		0.00			0.00
245			(10,000.00)	(10,000.00)	2,610.79	(7,389.21)	26.11%	332.04
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(1,200.00)	(1,200.00)	193.84	(1,006.16)	16.15%	96.92
	GPS Services		0.00		0.00			0.00
251			(2,500.00)	(2,500.00)	1,318.35	(1,181.65)	52.73%	386.65
	Medical Services		0.00		0.00			0.00
261			(6,500.00)	(6,500.00)	521.74	(5,978.26)	8.03%	497.80
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
262			(7,000.00)	(7,000.00)	62.20	(6,937.80)	0.89%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(200,000.00)	(200,000.00)	81,674.55	(118,325.45)	40.84%	13,814.42
	Repair And Maintenance Grounds And		0.00		0.00			0.00
	905		0.00	0.00	16,165.99	16,165.99	No Budget	6,797.50
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(8,000.00)	(8,000.00)	607.61	(7,392.39)	7.60%	0.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
311			(500.00)	(500.00)	167.45	(332.55)	33.49%	12.87
	Office Supplies		0.00		0.00			0.00
312			(6,500.00)	(6,500.00)	2,313.00	(4,187.00)	35.58%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
323			0.00	0.00	248.95	248.95	No Budget	0.00
	Food		0.00		0.00			0.00
324			(4,500.00)	(4,500.00)	924.57	(3,575.43)	20.55%	400.10
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(1,600.00)	(1,600.00)	1,029.55	(570.45)	64.35%	563.83
	Clothing And Uniforms		0.00		0.00			0.00

Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(7,000.00)	(7,000.00)	992.94	(6,007.06)	14.18%	80.82
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(1,500.00)	(1,500.00)	760.20	(739.80)	50.68%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(1,000.00)	(1,000.00)	3,113.56	2,113.56	311.36%	0.00
		Safety Supplies	0.00		0.00			0.00
390			(1,500.00)	(1,500.00)	552.05	(947.95)	36.80%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(3,000.00)	(3,000.00)	1,157.93	(1,842.07)	38.60%	411.77
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
843			(50,000.00)	(50,000.00)	5,531.25	(44,468.75)	11.06%	4,531.25
		Jrt Players Education Program	0.00		0.00			0.00
844			(20,000.00)	(20,000.00)	1,629.33	(18,370.67)	8.15%	151.52
		Special Programs	0.00		0.00			0.00
845			(10,000.00)	(10,000.00)	2,607.08	(7,392.92)	26.07%	0.00
		Athletic Programs	0.00		0.00			0.00
847			(3,000.00)	(3,000.00)	150.00	(2,850.00)	5.00%	0.00
		Jrt-Don Squibb Scholarship Awards	0.00		0.00			0.00
848			(52,000.00)	(52,000.00)	18,112.35	(33,887.65)	34.83%	4,015.16
		Jpac/Repertory Theatre	0.00		0.00			0.00
849			(2,000.00)	(2,000.00)	562.80	(1,437.20)	28.14%	376.75
		Flag Committee Expenditures	0.00		0.00			0.00
850			(45,000.00)	(45,000.00)	27,175.38	(17,824.62)	60.39%	12,888.41
		Townscape	0.00		0.00			0.00
851			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Keep Jonesborough Beautiful Progr	0.00		0.00			0.00
852			0.00	0.00	14,317.47	14,317.47	No Budget	0.00
		Lprf Grant-Lincoln Community Park	0.00		0.00			0.00
853			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Chuckey Depot Museum Reserve Exp	0.00		0.00			0.00

**Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
854			(16,000.00)	(16,000.00)	7,171.47	(8,828.53)	44.82%	4,222.07
	E.Gillespie Bldg.Utilities&Suppli		0.00		0.00			0.00
855			0.00	0.00	6,445.71	6,445.71	No Budget	1,673.18
	Jackson Theatre Utilities		0.00		0.00			0.00
856			(13,500.00)	(13,500.00)	1,624.94	(11,875.06)	12.04%	88.86
	Boone Street Mkt Utilities		0.00		0.00			0.00
857			0.00	0.00	2,742.35	2,742.35	No Budget	1,434.60
	Chuckey Depot Operating Expenses		0.00		0.00			0.00
858			0.00	0.00	781.46	781.46	No Budget	246.32
	Jrt Warehouse Expenses		0.00		0.00			0.00
860			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Tree & Townscape Exp		0.00		0.00			0.00
861		947	0.00	0.00	32.26	32.26	No Budget	32.26
	Special Programs		0.00		0.00			0.00
872			0.00	0.00	3,900.00	3,900.00	No Budget	3,900.00
	K-8 Maintenance		0.00		0.00			0.00
939		900	(1,000,000.00)	(1,000,000.00)	11,250.00	(988,750.00)	1.13%	0.00
	Other Improvements		0.00		0.00			0.00
940			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
	Machinery And Equipment		0.00		0.00			0.00
941			(30,000.00)	(30,000.00)	27,430.00	(2,570.00)	91.43%	0.00
	Vehicles		0.00		0.00			0.00
963			0.00	0.00	(183,183.70)	(183,183.70)	No Budget	8,700.00
	Jackson Thtre Renov		0.00		0.00			0.00
965			(135,500.00)	(135,500.00)	0.00	(135,500.00)	0.00%	0.00
	Ballfield Upgrades		0.00		0.00			0.00
966			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
	Depot St Park Upgrades		0.00		0.00			0.00
970			(19,820.00)	(19,820.00)	0.00	(19,820.00)	0.00%	0.00
	Dog Park Construction		0.00		0.00			0.00

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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)	110,550.39	(181,231.61)	37.89%	7,090.12
	Salaries and Wages		0.00		0.00			0.00
141			(22,321.00)	(22,321.00)	8,457.17	(13,863.83)	37.89%	542.40
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(2,400.00)	(2,400.00)	1,026.66	(1,373.34)	42.78%	409.09
	Hospital And Health Insurance		0.00		0.00			0.00
143			(3,780.00)	(3,780.00)	145.90	(3,634.10)	3.86%	145.37
	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)	369.26	(330.74)	52.75%	12.78
	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)	34.14	(165.86)	17.07%	0.00
	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)	7,095.50	(12,904.50)	35.48%	949.00
	Marketing and Marketing Supplies		0.00		0.00			0.00
241			(45,000.00)	(45,000.00)	20,353.24	(24,646.76)	45.23%	5,955.28
	Electric		0.00		0.00			0.00
242			(15,000.00)	(15,000.00)	2,665.67	(12,334.33)	17.77%	446.19
	Water		0.00		0.00			0.00
245			(5,300.00)	(5,300.00)	2,216.26	(3,083.74)	41.82%	479.52
	Telephone And Other Communication Services		0.00		0.00			0.00

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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)	8.66%	0.00
	Repair And Maintenance Equipment		0.00		0.00			0.00
265			(6,000.00)	(6,000.00)	139.47	(5,860.53)	2.32%	0.00
	Repair And Maintenance Grounds And		0.00		0.00			0.00
266			(10,000.00)	(10,000.00)	1,601.22	(8,398.78)	16.01%	206.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
288			(1,000.00)	(1,000.00)	1,735.00	735.00	173.50%	1,735.00
	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)	150.61	(649.39)	18.83%	34.32
	Office Supplies		0.00		0.00			0.00
312			(5,000.00)	(5,000.00)	2,140.51	(2,859.49)	42.81%	0.00
	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)	16,134.33	(28,865.67)	35.85%	55.10
	Food		0.00		0.00			0.00
324			(5,000.00)	(5,000.00)	1,642.55	(3,357.45)	32.85%	89.12
	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%	408.61
	Beverages		0.00		0.00			0.00
326			(2,000.00)	(2,000.00)	191.19	(1,808.81)	9.56%	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

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
344			(800.00)	(800.00)	242.48	(557.52)	30.31%	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)	144.96	(605.04)	19.33%	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)	2,398.06	(601.94)	79.94%	1,026.50
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
556			(7,500.00)	(7,500.00)	7,741.85	241.85	103.22%	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
	TBF21		0.00		0.00			0.00
640			(1,210.00)	(1,210.00)	605.02	(604.98)	50.00%	0.00
	Note Principal		0.00		0.00			0.00
	TBF21		0.00		0.00			0.00
959			(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
	Building Renovations		0.00		0.00			0.00
44491	McKinney Center							
121			(240,016.00)	(240,016.00)	70,321.79	(169,694.21)	29.30%	18,263.63
	Salaries and Wages		0.00		0.00			0.00
141			(18,361.00)	(18,361.00)	5,189.88	(13,171.12)	28.27%	1,349.72
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(21,375.00)	(21,375.00)	9,237.44	(12,137.56)	43.22%	2,081.03
	Hospital And Health Insurance		0.00		0.00			0.00
143			(13,115.00)	(13,115.00)	3,881.31	(9,233.69)	29.59%	1,002.95
	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
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Fund : 110

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(180.00)	(180.00)	17.26	(162.74)	9.59%	4.64
		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)	71.44	(228.56)	23.81%	0.00
		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)	41.00	(359.00)	10.25%	0.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(3,500.00)	(3,500.00)	496.00	(3,004.00)	14.17%	0.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(8,500.00)	(8,500.00)	2,504.01	(5,995.99)	29.46%	797.34
		Electric	0.00		0.00			0.00
242			(800.00)	(800.00)	220.82	(579.18)	27.60%	66.63
		Water	0.00		0.00			0.00
245			(6,500.00)	(6,500.00)	798.32	(5,701.68)	12.28%	123.46
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(800.00)	(800.00)	345.51	(454.49)	43.19%	91.55
		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)	4,776.52	(32,223.48)	12.91%	565.10
		Repair And Maintenance Buildings	0.00		0.00			0.00
272			(15,500.00)	(15,500.00)	0.00	(15,500.00)	0.00%	0.00
		Repair And Maintenance Buildings - Capital	0.00		0.00			0.00
279			(2,400.00)	(2,400.00)	275.00	(2,125.00)	11.46%	0.00
		Website Maintenance	0.00		0.00			0.00
311			(2,300.00)	(2,300.00)	820.97	(1,479.03)	35.69%	0.00
		Office Supplies	0.00		0.00			0.00

Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312			(9,650.00)	(9,650.00)	3.51	(9,646.49)	0.04%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
313			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Stationary/Forms	0.00		0.00			0.00
323			(1,100.00)	(1,100.00)	112.41	(987.59)	10.22%	93.28
		Food	0.00		0.00			0.00
324			(3,000.00)	(3,000.00)	1,140.61	(1,859.39)	38.02%	203.58
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Clothing And Uniforms	0.00		0.00			0.00
344			(125.00)	(125.00)	33.66	(91.34)	26.93%	0.00
		Safety Supplies	0.00		0.00			0.00
390			(450.00)	(450.00)	59.25	(390.75)	13.17%	59.25
		Miscellaneous Supplies	0.00		0.00			0.00
535			(8,500.00)	(8,500.00)	3,200.38	(5,299.62)	37.65%	520.37
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
556			(600.00)	(600.00)	217.82	(382.18)	36.30%	0.00
		Credit Card Fees	0.00		0.00			0.00
861	725		(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Special Programs	0.00		0.00			0.00
862			(2,000.00)	(2,000.00)	948.58	(1,051.42)	47.43%	183.58
		Special Programs	0.00		0.00			0.00
863			(17,000.00)	(17,000.00)	0.00	(17,000.00)	0.00%	0.00
		Americorps Worker Program	0.00		0.00			0.00
864			(50,000.00)	(50,000.00)	12,703.51	(37,296.49)	25.41%	8,492.77
		Mary Martin Prog.For The Arts	0.00		0.00		No Budget	0.00
864	724		0.00	0.00	874.70	874.70		0.00
		Mary Martin Prog.For The Arts	0.00		0.00			0.00
865			(13,500.00)	(13,500.00)	5,800.29	(7,699.71)	42.97%	527.23
		Story Town Radio Show	0.00		0.00			0.00

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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			0.00	3,000.00	3,000.00	No Budget	0.00
290		Other Contracted Services	0.00	0.00	0.00			0.00
555		Bank Service Charges	0.00	0.00	230.85	230.85	No Budget	0.00
47210	Tourism/Visitors Center			0.00	0.00			0.00
121	100	Salaries and Wages	0.00	0.00	289.49	289.49	No Budget	289.49
121		Salaries and Wages	(397,665.00)	(397,665.00)	107,183.77	(290,481.23)	26.95%	31,764.66
141	100	Salaries and Wages	0.00	0.00	21.25	21.25	No Budget	21.25
141		Oasi (Employer's Share)	0.00	(30,421.00)	7,823.91	(22,597.09)	25.72%	2,314.73
142		Oasi (Employer's Share)	(56,865.00)	(56,865.00)	20,077.30	(36,787.70)	35.31%	4,865.46
143		Hospital And Health Insurance	(18,768.00)	(18,768.00)	4,698.53	(14,069.47)	25.03%	1,462.65
143		Employee Retirement Plan	0.00	0.00	0.00			0.00
146	100	Employee Retirement Plan	0.00	0.00	17.37	17.37	No Budget	17.37
147		Workmen's Compensation	(1,436.00)	(1,436.00)	0.00	(1,436.00)	0.00%	0.00
148		Unemployment Insurance	(220.00)	(220.00)	40.65	(179.35)	18.48%	16.61
211		Employee Education And Training	(11,000.00)	(11,000.00)	1,158.50	(9,841.50)	10.53%	0.00
		Postage, Box Rent, Etc.	0.00	(2,000.00)	225.35	(1,774.65)	11.27%	0.00

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Fund : 110 Monthly Comparative: 33.33%

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)	6,032.00	(40,968.00)	12.83%	1,008.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
230			(7,050.00)	(7,050.00)	474.00	(6,576.00)	6.72%	274.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
238			(170,000.00)	(170,000.00)	23,388.69	(146,611.31)	13.76%	12,908.00
		Marketing and Marketing Supplies	0.00		0.00			0.00
241			(13,500.00)	(13,500.00)	1,919.83	(11,580.17)	14.22%	874.89
		Electric	0.00		0.00			0.00
242			(2,300.00)	(2,300.00)	579.69	(1,720.31)	25.20%	178.98
		Water	0.00		0.00			0.00
245			(12,750.00)	(12,750.00)	2,360.20	(10,389.80)	18.51%	802.83
		Telephone And Other Communication Services	0.00		0.00			0.00
251			(1,500.00)	(1,500.00)	537.20	(962.80)	35.81%	81.80
		Medical Services	0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	48.46	(1,451.54)	3.23%	24.23
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(4,200.00)	(4,200.00)	1,870.00	(2,330.00)	44.52%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(50,000.00)	(50,000.00)	115.00	(49,885.00)	0.23%	75.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
311			(2,000.00)	(2,000.00)	412.71	(1,587.29)	20.64%	30.03
		Office Supplies	0.00		0.00			0.00
312			(20,000.00)	(20,000.00)	4,003.20	(15,996.80)	20.02%	145.93
		Small Items Of Equipment	0.00		0.00			0.00
313			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
		Stationary/Forms	0.00		0.00			0.00
323			(500.00)	(500.00)	1,593.00	1,093.00	318.60%	0.00
		Food	0.00		0.00			0.00
324			(5,000.00)	(5,000.00)	537.80	(4,462.20)	10.76%	190.44
		Household And Janitorial Supplies	0.00		0.00			0.00

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Fund : 110 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
326		Clothing And Uniforms	(800.00)	(800.00)	175.93	(624.07)	21.99%	0.00
331		Gas, Oil, Diesel Fuel, Grease, Etc.	(2,400.00)	(2,400.00)	283.39	(2,116.61)	11.81%	0.00
344		Safety Supplies	(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
390		Miscellaneous Supplies	(1,000.00)	(1,000.00)	15.18	(984.82)	1.52%	0.00
535		Equipment Leases & Maint Contracts	(8,000.00)	(8,000.00)	3,877.27	(4,122.73)	48.47%	836.16
556		Credit Card Fees	(2,500.00)	(2,500.00)	1,800.68	(699.32)	72.03%	0.00
598		Gift Shop Expenditures	(30,000.00)	(30,000.00)	11,024.26	(18,975.74)	36.75%	4,455.93
815		Main Street Jones.Program Exp	(20,000.00)	(20,000.00)	3,202.00	(16,798.00)	16.01%	2,135.00
816		Main St.-Brews & Tunes Program	(12,000.00)	(12,000.00)	6,775.00	(5,225.00)	56.46%	225.00
817		Main St.-Jonesborough Days	(35,000.00)	(35,000.00)	43,857.38	8,857.38	125.31%	1,500.00
844		Special Programs	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
846		Music On The Square Exp	(36,000.00)	(36,000.00)	21,350.00	(14,650.00)	59.31%	0.00
861		Special Programs	(30,000.00)	(30,000.00)	2,777.40	(27,222.60)	9.26%	355.00
873		Seasonal Lighting	(60,000.00)	(60,000.00)	0.00	(60,000.00)	0.00%	0.00
Total For Fund:	110		(15,906,662.00)	(15,906,662.00)	3,776,890.16	(12,129,771.84)	23.74%	728,439.96
			0.00	0.00	0.00			0.00

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Fund : 131 Monthly Comparative: 33.33%

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)	82,783.90	(234,021.10)	26.13%	24,172.56
	Salaries and Wages		0.00		0.00			0.00
141			(23,279.00)	(23,279.00)	5,997.57	(17,281.43)	25.76%	1,765.33
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(60,969.00)	(60,969.00)	19,782.36	(41,186.64)	32.45%	3,817.97
	Hospital And Health Insurance		0.00		0.00			0.00
143			(17,264.00)	(17,264.00)	4,967.00	(12,297.00)	28.77%	1,450.35
	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%	10.43
	Unemployment Insurance		0.00		0.00			0.00
235			(10,500.00)	(10,500.00)	0.00	(10,500.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Keep Jonesborough Beautiful Program		0.00		0.00			0.00
238			(550.00)	(550.00)	487.29	(62.71)	88.60%	0.00
	Marketing and Marketing Supplies		0.00		0.00			0.00
241			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
	Electric		0.00		0.00			0.00
245			(5,500.00)	(5,500.00)	1,478.53	(4,021.47)	26.88%	64.54
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(2,850.00)	(2,850.00)	387.68	(2,462.32)	13.60%	193.84
	GPS Services		0.00		0.00			0.00
251			(2,200.00)	(2,200.00)	710.55	(1,489.45)	32.30%	102.75
	Medical Services		0.00		0.00			0.00
261			(66,000.00)	(66,000.00)	18,008.39	(47,991.61)	27.29%	8,885.95
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

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Fund: 131 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266			(1,800.00)	(1,800.00)	0.00	(1,800.00)	0.00%	0.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
280			(550.00)	(550.00)	0.00	(550.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
294			(1,100.00)	(1,100.00)	2,252.00	1,152.00	204.73%	2,252.00
		Tire Disposal Services	0.00		0.00			0.00
295			(120,000.00)	(120,000.00)	37,297.87	(82,702.13)	31.08%	10,805.95
		Waste Disposal Fees	0.00		0.00			0.00
310			0.00	0.00	0.00	0.00	No Budget	0.00
		Office Supplies And Materials	0.00		0.00			0.00
311			(550.00)	(550.00)	109.94	(440.06)	19.99%	0.00
		Office Supplies	0.00		0.00			0.00
312			(825.00)	(825.00)	0.00	(825.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
326			(5,250.00)	(5,250.00)	595.75	(4,654.25)	11.35%	225.77
		Clothing And Uniforms	0.00		0.00			0.00
331			(75,000.00)	(75,000.00)	17,757.83	(57,242.17)	23.68%	5,211.07
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(10,800.00)	(10,800.00)	2,877.57	(7,922.43)	26.64%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(550.00)	(550.00)	252.00	(298.00)	45.82%	0.00
		Safety Supplies	0.00		0.00			0.00
350			(21,000.00)	(21,000.00)	17,562.20	(3,437.80)	83.63%	0.00
		Supplies For Resale	0.00		0.00			0.00
390			(4,800.00)	(4,800.00)	1,352.93	(3,447.07)	28.19%	310.00
		Miscellaneous Supplies	0.00		0.00			0.00
520			(6,750.00)	(6,750.00)	0.00	(6,750.00)	0.00%	0.00
		Property/Liability Insurance	0.00		0.00			0.00
533			(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
		Machinery And Equipment Rental	0.00		0.00			0.00

Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535			0.00	0.00	397.25	397.25	No Budget	171.11
		Equipment Leases & Maint Contracts	0.00	0.00	0.00			0.00
555			(350.00)	(350.00)	0.00	(350.00)	0.00%	0.00
		Bank Service Charges	0.00	0.00	0.00			0.00
565			(2,500.00)	(2,500.00)	3,000.00	500.00	120.00%	0.00
		Permit Fee	0.00	0.00	0.00			0.00
620			(44,962.00)	(44,962.00)	14,857.46	(30,104.54)	33.04%	3,726.46
		Note Principal	0.00	0.00	0.00			0.00
640			(18,346.00)	(18,346.00)	1,576.86	(16,769.14)	8.60%	382.12
		Interest On Notes	0.00	0.00	0.00			0.00
940			(539,069.00)	(539,069.00)	0.00	(539,069.00)	0.00%	0.00
		Machinery And Equipment	0.00	0.00	0.00			0.00
Total For Fund: 131			(1,385,059.00)	(1,385,059.00)	234,513.94	(1,150,545.06)	16.93%	63,548.20
			0.00	0.00	0.00			0.00

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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	1,223.81
	Salaries and Wages		0.00	(155,769.00)	25,420.56	(130,348.44)	16.32%	0.00
121			(155,769.00)					9,710.26
	Salaries and Wages		0.00	(11,916.00)	1,944.67	(9,971.33)	16.32%	0.00
141			(11,916.00)					742.84
	Oasi (Employer's Share)		0.00	0.00	0.00	0.00	No Budget	0.00
141	100		0.00	0.00	93.62	93.62	No Budget	93.62
	Oasi (Employer's Share)		0.00	(15,026.00)	0.00	(14,198.73)	5.51%	0.00
142			(15,026.00)		827.27			409.09
	Hospital And Health Insurance		0.00	0.00	0.00	0.00	No Budget	0.00
143	100		0.00	0.00	73.43	73.43	No Budget	73.43
	Employee Retirement Plan		0.00	(7,050.00)	0.00	(5,524.76)	21.63%	0.00
143			(7,050.00)		1,525.24			582.61
	Employee Retirement Plan		0.00	(100.00)	0.00	(87.04)	12.96%	0.00
147			(100.00)		12.96			12.96
	Unemployment Insurance		0.00	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
148			(5,000.00)		0.00	(2,000.00)	0.00%	0.00
	Employee Education And Training		0.00	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
211			(2,000.00)		0.00	(23,890.00)	2.09%	0.00
	Postage, Box Rent, Etc.		0.00	(24,400.00)	510.00	(23,890.00)	2.09%	510.00
220			(24,400.00)		0.00	(2,475.00)	1.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00	(2,500.00)	25.00	(2,475.00)	1.00%	0.00
230			(2,500.00)		0.00	(52,454.50)	10.48%	0.00
	Publicity, Subscriptions, And Dues		0.00	(58,593.00)	6,138.50	(52,454.50)	10.48%	5,655.29
238			(58,593.00)		0.00	(24,345.01)	0.23%	0.00
	Marketing and Marketing Supplies		0.00	(24,400.00)	54.99	(24,345.01)	0.23%	0.00
241			(24,400.00)		0.00	(4,718.75)	5.63%	0.00
	Electric		0.00	(5,000.00)	281.25	(4,718.75)	5.63%	213.75
242			(5,000.00)		0.00			0.00
	Water		0.00					0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(12,500.00)	(12,500.00)	600.29	(11,899.71)	4.80%	558.97
			0.00	0.00	0.00			0.00
250		Professional Services	0.00	0.00	5,000.00	5,000.00	No Budget	5,000.00
			0.00	0.00	0.00			0.00
251		Medical Services	0.00	0.00	65.00	65.00	No Budget	65.00
			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)	159.14	(1,040.86)	13.26%	159.14
			0.00	0.00	0.00			0.00
266		Repair And Maintenance Buildings	(2,500.00)	(2,500.00)	5,369.16	2,869.16	214.77%	3,010.34
			0.00	0.00	0.00			0.00
290		Other Contracted Services	(48,800.00)	(48,800.00)	7,861.65	(40,938.35)	16.11%	3,315.87
			0.00	0.00	0.00			0.00
311		Office Supplies	(2,000.00)	(2,000.00)	304.46	(1,695.54)	15.22%	0.00
		991	0.00	0.00	0.00			0.00
312		Small Items Of Equipment	0.00	0.00	67,915.31	67,915.31	No Budget	0.00
			0.00	0.00	0.00			0.00
312		Small Items Of Equipment	(1,000.00)	(1,000.00)	5,981.85	4,981.85	598.19%	5,754.55
			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	92.78	92.78	No Budget	0.00
			0.00	0.00	0.00			0.00
324		Household And Janitorial Supplies	(5,000.00)	(5,000.00)	1,791.00	(3,209.00)	35.82%	797.57
			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)	195.91	(804.09)	19.59%	195.91
			0.00	0.00	0.00			0.00

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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)	9,508.00	1,508.00	118.85%	1,854.18
		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	210.00	210.00	No Budget	0.00
		Permit Fee	0.00		0.00			0.00
598			(10,000.00)	(10,000.00)	1,644.90	(8,355.10)	16.45%	1,644.90
		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
620		RDA26	(45,136.00)	(45,136.00)	11,061.19	(34,074.81)	24.51%	0.00
		Note Principal	0.00		0.00			0.00
640			(62,600.00)	(62,600.00)	15,872.81	(46,727.19)	25.36%	0.00
		RDA26	0.00		0.00			0.00
		Interest On Notes	0.00		4,905.66	4,905.66	No Budget	0.00
640		JBANO	0.00	0.00	0.00			0.00
		Interest On Notes	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
		Interest On Notes	(611,182.00)	(611,182.00)	176,670.41	(434,511.59)	28.91%	41,584.09
		Total For Fund: 171	0.00		0.00			0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
95001	K-8 Capital Project		0.00	0.00	2,320.00	2,320.00	No Budget	0.00
	290		0.00	0.00	0.00			0.00
		Other Contracted Services	0.00	0.00	2,320.00	2,320.00	100.00%	0.00
		Capital Projects	0.00	0.00	0.00			0.00
			0.00	0.00	2,320.00	2,320.00	100.00%	0.00
			0.00	0.00	0.00			0.00
Total For Fund:		311						

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41591 Health Insurance Reimbursement								
142	131		0.00	0.00	37.09	37.09	No Budget	0.00
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
142	110		0.00	0.00	14,049.50	14,049.50	No Budget	3,860.24
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
142	413		0.00	0.00	3,717.75	3,717.75	No Budget	1,907.03
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
Total For Fund: 334			0.00	0.00	17,804.34	17,804.34	100.00%	5,767.27
			0.00		0.00			0.00

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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)	149,911.01	(313,159.99)	32.37%	27,142.85
		Salaries and Wages	0.00	0.00	0.00			0.00
121	100		0.00	0.00	37,601.18	37,601.18	No Budget	37,601.18
		Salaries and Wages	0.00	0.00	0.00			0.00
141	100		0.00	0.00	2,823.95	2,823.95	No Budget	2,823.95
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
141			(35,425.00)	(35,425.00)	11,156.23	(24,268.77)	31.49%	2,022.82
		Oasi (Employer's Share)	0.00	0.00	0.00			0.00
142			(71,915.00)	(71,915.00)	18,337.78	(53,577.22)	25.50%	4,733.65
		Hospital And Health Insurance	0.00	0.00	0.00			0.00
143			(25,774.00)	(25,774.00)	7,148.88	(18,625.12)	27.74%	1,628.57
		Employee Retirement Plan	0.00	0.00	0.00			0.00
143	100		0.00	0.00	2,256.06	2,256.06	No Budget	2,256.06
		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	(200.00)	84.03	(115.97)	42.02%	0.00
147			0.00	(200.00)	0.00			0.00
		Unemployment Insurance	0.00	(7,000.00)	0.00	(7,000.00)	0.00%	0.00
148			0.00	(7,000.00)	0.00			0.00
		Employee Education And Training	0.00	(700.00)	60.56	(639.44)	8.65%	0.00
211			(700.00)	(700.00)	0.00			0.00
		Postage, Box Rent, Etc.	0.00	(750.00)	1,920.00	1,170.00	256.00%	0.00
230			(750.00)	(750.00)	0.00			0.00
		Publicity, Subscriptions, And Dues	0.00	(600,000.00)	138,903.56	(461,096.44)	23.15%	44,217.86
241			(600,000.00)	(600,000.00)	0.00			0.00
		Electric	0.00	(2,000.00)	480.00	(1,520.00)	24.00%	135.00
242			(2,000.00)	(2,000.00)	0.00			0.00
		Water	0.00	(12,000.00)	3,853.67	(8,146.33)	32.11%	937.13
245			(12,000.00)	(12,000.00)	0.00			0.00
		Telephone And Other Communication Services	0.00	0.00				0.00

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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
248			(1,500.00)	(1,500.00)	426.92	(1,073.08)	28.46%	48.46
	GPS Services		0.00		0.00			0.00
251			(3,500.00)	(3,500.00)	1,052.56	(2,447.44)	30.07%	184.05
	Medical Services		0.00		0.00			0.00
259			(15,000.00)	(15,000.00)	2,639.65	(12,360.35)	17.60%	2,101.65
	Contract Lab Services		0.00		0.00			0.00
261			(20,000.00)	(20,000.00)	3,808.87	(16,191.13)	19.04%	1,330.13
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
266			(40,000.00)	(40,000.00)	5,762.47	(34,237.53)	14.41%	5,346.95
	Repair And Maintenance Buildings		0.00		0.00			0.00
281			(120,000.00)	(120,000.00)	1,300.00	(118,700.00)	1.08%	0.00
	Repair and Maintenance Plant		0.00		0.00			0.00
311			(1,000.00)	(1,000.00)	32.34	(967.66)	3.23%	12.98
	Office Supplies		0.00		0.00			0.00
312			(25,000.00)	(25,000.00)	6,946.44	(18,053.56)	27.79%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
322			(27,500.00)	(27,500.00)	10,791.06	(16,708.94)	39.24%	4,159.52
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
324			(3,250.00)	(3,250.00)	600.64	(2,649.36)	18.48%	0.00
	Household And Janitorial Supplies		0.00		0.00			0.00
326			(6,000.00)	(6,000.00)	2,435.34	(3,564.66)	40.59%	820.09
	Clothing And Uniforms		0.00		0.00			0.00
331			(8,500.00)	(8,500.00)	2,170.02	(6,329.98)	25.53%	146.81
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
334			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
344			(12,000.00)	(12,000.00)	777.24	(11,222.76)	6.48%	0.00
	Safety Supplies		0.00		0.00			0.00
390			(4,500.00)	(4,500.00)	1,417.52	(3,082.48)	31.50%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00

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493			(250,000.00)	(250,000.00)	77,889.37	(172,110.63)	31.16%	58,469.40
	Chemicals		0.00	0.00	0.00			0.00
533			(60,000.00)	(60,000.00)	8,619.00	(51,381.00)	14.37%	7,192.00
	Machinery And Equipment Rental		0.00	0.00	0.00			0.00
535			(5,500.00)	(5,500.00)	1,804.46	(3,695.54)	32.81%	532.02
	Equipment Leases & Maint Contracts		0.00	0.00	0.00			0.00
824			(7,500.00)	(7,500.00)	0.00	(7,500.00)	0.00%	0.00
	Intake Access Road Maintenance		0.00	0.00	0.00			0.00
949			(149,425.00)	(149,425.00)	0.00	(149,425.00)	0.00%	0.00
	Other Machinery And Equipment		0.00	0.00	0.00			0.00
981			0.00	0.00	8,100.00	8,100.00	No Budget	0.00
	WTP Plant Engineering		0.00	0.00	0.00			0.00
982			0.00	0.00	5,400.00	5,400.00	No Budget	0.00
	Plant Transmission Line		0.00	0.00	0.00			0.00
52114		Transmission And Distribution						
121			(700,902.00)	(700,902.00)	198,429.35	(502,472.65)	28.31%	39,877.49
	Salaries and Wages		0.00	0.00	0.00			0.00
121	100		0.00	0.00	44,489.24	44,489.24	No Budget	44,489.24
	Salaries and Wages		0.00	0.00	0.00			0.00
141			(53,619.00)	(53,619.00)	14,609.54	(39,009.46)	27.25%	2,955.92
	Oasi (Employer's Share)		0.00	0.00	0.00			0.00
141	100		0.00	0.00	3,335.32	3,335.32	No Budget	3,335.32
	Oasi (Employer's Share)		0.00	0.00	0.00			0.00
142			(72,080.00)	(72,080.00)	28,414.43	(43,665.57)	39.42%	5,412.02
	Hospital And Health Insurance		0.00	0.00	0.00			0.00
143	100		0.00	0.00	2,669.36	2,669.36	No Budget	2,669.36
	Employee Retirement Plan		0.00	0.00	0.00			0.00
143			(40,483.00)	(40,483.00)	11,831.20	(28,651.80)	29.23%	2,318.00
	Employee Retirement Plan		0.00	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			0.00

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147			(350.00)	(350.00)	45.58	(304.42)	13.02%	33.11
		Unemployment Insurance	0.00		0.00			0.00
148			(20,000.00)	(20,000.00)	390.00	(19,610.00)	1.95%	390.00
		Employee Education And Training	0.00		0.00			0.00
230			(6,500.00)	(6,500.00)	178.00	(6,322.00)	2.74%	178.00
		Publicity, Subscriptions, And Dues	0.00		0.00			0.00
245			(10,400.00)	(10,400.00)	2,723.68	(7,676.32)	26.19%	449.73
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(3,950.00)	(3,950.00)	726.90	(3,223.10)	18.40%	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)	2,465.38	(4,034.62)	37.93%	803.25
		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)	13,309.67	(41,690.33)	24.20%	3,246.60
		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			0.00	0.00	11,475.00	11,475.00	No Budget	11,475.00
		100	0.00		0.00			0.00
269			(200,000.00)	(200,000.00)	123,274.42	(76,725.58)	61.64%	35,913.63
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
		Repair And Maintenance Utility Lines	0.00		23.96	(2,976.04)	0.80%	0.00
311			(3,000.00)	(3,000.00)	0.00	(2,976.04)	0.80%	0.00
		Office Supplies	0.00		0.00			0.00
312			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
326			(10,000.00)	(10,000.00)	3,022.56	(6,977.44)	30.23%	1,389.04
		Clothing And Uniforms	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

Template Name: LGC
Created by:

Monthly Comparative: 33.33%

Fund : 413

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
331			(60,000.00)	(60,000.00)	14,086.64	(45,913.36)	23.48%	4,392.00
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(13,000.00)	(13,000.00)	6,268.52	(6,731.48)	48.22%	4,278.12
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(13,000.00)	(13,000.00)	689.09	(12,310.91)	5.30%	0.00
		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
390			(20,000.00)	(20,000.00)	2,237.81	(17,762.19)	11.19%	491.95
		Miscellaneous Supplies	0.00		0.00			0.00
390	100		0.00	0.00	899.17	899.17	No Budget	899.17
		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			(20,000.00)	(20,000.00)	11,201.80	(8,798.20)	56.01%	6,385.11
		Rock and Crushed Stone	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)	3,831.77	(2,168.23)	63.86%	1,091.71
		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	11,516.59	11,516.59	No Budget	2,053.00
		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

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

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Fund : 413 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
941			(85,000.00)	(85,000.00)	0.00	(85,000.00)	0.00%	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
52117		Administration And General Expenses						
121			(821,860.00)	(821,860.00)	203,481.09	(618,378.91)	24.76%	58,671.73
		Salaries and Wages	0.00		0.00			0.00
141			(62,872.00)	(62,872.00)	14,647.89	(48,224.11)	23.30%	4,244.77
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(121,677.00)	(121,677.00)	43,050.29	(78,626.71)	35.38%	9,576.42
		Hospital And Health Insurance	0.00		0.00			0.00
143			(47,335.00)	(47,335.00)	11,693.44	(35,641.56)	24.70%	3,386.04
		Employee Retirement Plan	0.00		0.00			0.00
146			(1,567.00)	(1,567.00)	0.00	(1,567.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(286.00)	(286.00)	0.00	(286.00)	0.00%	0.00
		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)	22,706.20	(37,293.80)	37.84%	4,504.01
		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)	2,289.16	(7,210.84)	24.10%	28.01
		Electric	0.00		0.00			0.00
242			(4,000.00)	(4,000.00)	255.29	(3,744.71)	6.38%	91.66
		Water	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

Template Name: LGC
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User:
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Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone And Other Communication Services	(6,000.00)	(6,000.00)	1,549.94	(4,450.06)	25.83%	206.23
			0.00	0.00	0.00			0.00
251		Medical Services	(2,700.00)	(2,700.00)	806.39	(1,893.61)	29.87%	184.05
			0.00	0.00	0.00			0.00
252		Legal Services	(50,000.00)	(50,000.00)	20,278.91	(29,721.09)	40.56%	7,284.21
			0.00	0.00	0.00			0.00
253		Accounting And Auditing Services	(33,100.00)	(33,100.00)	0.00	(33,100.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
255		Data Processing Services	(40,000.00)	(40,000.00)	33,355.00	(6,645.00)	83.39%	0.00
			0.00	0.00	0.00			0.00
256		Engineering Services	(20,000.00)	(20,000.00)	0.00	(20,000.00)	0.00%	0.00
			0.00	0.00	0.00			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			0.00
266		Repair And Maintenance Buildings	(4,000.00)	(4,000.00)	331.71	(3,668.29)	8.29%	(21.67)
			0.00	0.00	0.00			0.00
271		Repair And Maintenance Water Tank	(33,235.00)	(33,235.00)	16,617.58	(16,617.42)	50.00%	8,308.79
			0.00	0.00	0.00			0.00
288		Travel/Training/Car Allowance	(5,000.00)	(5,000.00)	786.46	(4,213.54)	15.73%	648.96
			0.00	0.00	0.00			0.00
311		Office Supplies	(7,400.00)	(7,400.00)	550.86	(6,849.14)	7.44%	9.59
			0.00	0.00	0.00			0.00
312		Small Items Of Equipment	(4,300.00)	(4,300.00)	0.00	(4,300.00)	0.00%	0.00
			0.00	0.00	0.00			0.00
313		Stationary/Forms	(11,500.00)	(11,500.00)	265.18	(11,234.82)	2.31%	0.00
			0.00	0.00	0.00			0.00
323		Food	(11,500.00)	(11,500.00)	4,702.50	(6,797.50)	40.89%	4,702.50
			0.00	0.00	0.00			0.00
324		Household And Janitorial Supplies	(200.00)	(200.00)	0.00	(200.00)	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 : 413 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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)	576.77	(2,423.23)	19.23%	22.43
		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)	7,476.58	(24,773.42)	23.18%	2,930.59
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
555			(10,000.00)	(10,000.00)	30,391.26	20,391.26	303.91%	0.00
		Bank Service Charges	0.00		0.00			0.00
564			(18,889.00)	(18,889.00)	0.00	(18,889.00)	0.00%	0.00
		Annual Maintenance Fee	0.00		0.00	(8,000.00)	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	(260,000.00)	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	(882,194.00)	0.00%	0.00
620			(882,194.00)	(882,194.00)	0.00	(882,194.00)	0.00%	0.00
		Note Principal	0.00		0.00	(29,884.81)	33.61%	3,770.89
630			(45,015.00)	(45,015.00)	15,130.19	(29,884.81)	33.61%	0.00
		BD13B	0.00		0.00			0.00
		Interest On Bond Debt	0.00		0.00	19,715.99	140.96%	0.00
630			(48,131.00)	(48,131.00)	67,846.99	19,715.99	140.96%	0.00
		BND22	0.00		0.00			0.00
		Interest On Bond Debt	0.00		0.00	(8,900.00)	0.00%	0.00
630			(8,900.00)	(8,900.00)	0.00	(8,900.00)	0.00%	0.00
		BD21B	0.00		0.00			0.00
		Interest On Bond Debt	0.00		0.00	(125,607.27)	0.51%	237.86
630			(126,252.00)	(126,252.00)	644.73	(125,607.27)	0.51%	0.00
		BND13	0.00		0.00			0.00
		Interest On Bond Debt	0.00		0.00	(64,630.00)	0.00%	0.00
630			(64,630.00)	(64,630.00)	0.00	(64,630.00)	0.00%	0.00
		BD21A	0.00		0.00			0.00
		Interest On Bond Debt	0.00		0.00	7,676.76	No Budget	1,912.97
630			0.00	0.00	7,676.76	7,676.76	No Budget	0.00
		BND12	0.00		0.00			0.00
		Interest On Bond Debt	0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
640	CP22A		(68,750.00)	(68,750.00)	0.00	(68,750.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
640	TDEC		(69,243.00)	(69,243.00)	0.00	(69,243.00)	0.00%	0.00
	Interest On Notes		0.00		0.00			0.00
650			(1,843.00)	(1,843.00)	0.00	(1,843.00)	0.00%	0.00
	Bonds - Other Fees		0.00		0.00			0.00
52118	Meter Department							
121			(452,127.00)	(452,127.00)	124,241.23	(327,885.77)	27.48%	26,929.14
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	39,384.85	39,384.85	No Budget	39,384.85
	Salaries and Wages		0.00		0.00			0.00
141			(34,588.00)	(34,588.00)	9,019.49	(25,568.51)	26.08%	1,987.49
	Oasi (Employer's Share)		0.00		0.00			0.00
141	100		0.00	0.00	2,948.05	2,948.05	No Budget	2,948.05
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(51,182.00)	(51,182.00)	22,235.53	(28,946.47)	43.44%	4,973.19
	Hospital And Health Insurance		0.00		0.00			0.00
143			(26,871.00)	(26,871.00)	7,454.60	(19,416.40)	27.74%	1,615.76
	Employee Retirement Plan		0.00		0.00			0.00
143	100		0.00	0.00	2,363.10	2,363.10	No Budget	2,363.10
	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)	8.74	(241.26)	3.50%	8.74
	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)	1,064.55	(4,935.45)	17.74%	35.09
	Telephone And Other Communication Services		0.00		0.00			0.00
248			(2,500.00)	(2,500.00)	339.22	(2,160.78)	13.57%	169.61
	GPS Services		0.00		0.00			0.00

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

Template Name: LGC
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Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
251			(5,000.00)	(5,000.00)	509.00	(4,491.00)	10.18%	202.25
	Medical Services		0.00		0.00			0.00
261			(12,000.00)	(12,000.00)	1,772.73	(10,227.27)	14.77%	1,100.95
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
290			(93,000.00)	(93,000.00)	0.00	(93,000.00)	0.00%	0.00
	Other Contracted Services		0.00		0.00			0.00
311			(8,000.00)	(8,000.00)	62.73	(7,937.27)	0.78%	41.89
	Office Supplies		0.00		0.00			0.00
312			(10,000.00)	(10,000.00)	433.70	(9,566.30)	4.34%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
326			(10,000.00)	(10,000.00)	1,123.57	(8,876.43)	11.24%	338.14
	Clothing And Uniforms		0.00		0.00			0.00
331			(24,000.00)	(24,000.00)	5,748.89	(18,251.11)	23.95%	1,296.04
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
334			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
344			(4,000.00)	(4,000.00)	428.00	(3,572.00)	10.70%	0.00
	Safety Supplies		0.00		0.00			0.00
353			(50,000.00)	(50,000.00)	0.00	(50,000.00)	0.00%	0.00
	Water Purchased For Resale		0.00		0.00			0.00
390			(6,000.00)	(6,000.00)	0.00	(6,000.00)	0.00%	0.00
	Miscellaneous Supplies		0.00		0.00			0.00
391			(200,000.00)	(200,000.00)	2,624.32	(197,375.68)	1.31%	0.00
	Water Meters		0.00		0.00			0.00
535			(8,000.00)	(8,000.00)	2,188.89	(5,811.11)	27.36%	623.11
	Equipment Leases & Maint Contracts		0.00		0.00			0.00
951			(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
	Vehicles - Trucks		0.00		0.00			0.00

**Town of Jonesborough
Statement of Expenditures and Encumbrances
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Fund : 413 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52119	Wash Co WL							
121	100		0.00	0.00	20,415.91	20,415.91	No Budget	20,415.91
	Salaries and Wages		0.00	0.00	0.00			0.00
121			0.00	0.00	69,694.90	69,694.90	No Budget	14,734.54
	Salaries and Wages		0.00	0.00	0.00			0.00
141			0.00	0.00	4,793.77	4,793.77	No Budget	1,062.97
	Oasi (Employer's Share)		0.00	0.00	0.00			0.00
141	100		0.00	0.00	1,497.59	1,497.59	No Budget	1,497.59
	Oasi (Employer's Share)		0.00	0.00	0.00			0.00
142			0.00	0.00	26,186.56	26,186.56	No Budget	5,245.19
	Hospital And Health Insurance		0.00	0.00	0.00			0.00
143	100		0.00	0.00	1,224.96	1,224.96	No Budget	1,224.96
	Employee Retirement Plan		0.00	0.00	0.00			0.00
143			0.00	0.00	4,145.40	4,145.40	No Budget	847.74
	Employee Retirement Plan		0.00	0.00	0.00			0.00
147			0.00	0.00	1.82	1.82	No Budget	1.82
	Unemployment Insurance		0.00	0.00	0.00			0.00
245			0.00	0.00	125.61	125.61	No Budget	5.63
	Telephone And Other Communication Services		0.00	0.00	0.00			0.00
251			0.00	0.00	175.00	175.00	No Budget	0.00
	Medical Services		0.00	0.00	0.00			0.00
261			0.00	0.00	4,456.39	4,456.39	No Budget	0.00
	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	416.64
	Repair And Maintenance Motor Vehicles		0.00	0.00	0.00			0.00
326			0.00	0.00	2,004.96	2,004.96	No Budget	322.70
	Clothing And Uniforms		0.00	0.00	0.00			0.00
331			0.00	0.00	2,956.92	2,956.92	No Budget	914.61
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00	0.00	0.00			0.00
334			0.00	0.00	1,049.82	1,049.82	No Budget	0.00
	Tires, Tubes And Etc.		0.00	0.00	0.00			0.00

Town of Jonesborough
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Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
341			0.00	0.00	848.10	848.10	No Budget	375.00
	Consumable Tools		0.00		0.00			0.00
934	5018		0.00	0.00	134,491.52	134,491.52	No Budget	23.66
	Water/Sewer Imp		0.00		0.00			0.00
934	5022		0.00	0.00	88,000.00	88,000.00	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
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
934	5023		0.00	0.00	416,548.29	416,548.29	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5016		0.00	0.00	244,167.46	244,167.46	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
934	5019		0.00	0.00	1,328.76	1,328.76	No Budget	0.00
	Water/Sewer Imp		0.00		0.00			0.00
52213	Sewer Treatment And Disposal							
121			(754,651.00)	(754,651.00)	194,089.99	(560,561.01)	25.72%	46,458.06
	Salaries and Wages		0.00		0.00			0.00
121	100		0.00	0.00	12,734.08	12,734.08	No Budget	12,734.08
	Salaries and Wages		0.00		0.00			0.00
141			(57,731.00)	(57,731.00)	13,923.85	(43,807.15)	24.12%	3,370.25
	Oasi (Employer's Share)		0.00		0.00			0.00
141	100		0.00	0.00	934.12	934.12	No Budget	934.12
	Oasi (Employer's Share)		0.00		0.00			0.00
142			(113,360.00)	(113,360.00)	39,550.11	(73,809.89)	34.89%	8,150.43
	Hospital And Health Insurance		0.00		0.00			0.00
143	100		0.00	0.00	764.06	764.06	No Budget	764.06
	Employee Retirement Plan		0.00		0.00			0.00
143			(44,851.00)	(44,851.00)	11,645.48	(33,205.52)	25.96%	2,787.49
	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

Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

Template Name: LGC
Created by:

User:
Date/Time:

Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(350.00)	(350.00)	13.28	(336.72)	3.79%	11.03
		Unemployment Insurance	0.00		0.00			0.00
148			(10,000.00)	(10,000.00)	1,109.25	(8,890.75)	11.09%	665.00
		Employee Education And Training	0.00		0.00			0.00
211			(250.00)	(250.00)	120.78	(129.22)	48.31%	0.00
		Postage, Box Rent, Etc.	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)	33,460.47	(111,539.53)	23.08%	11,807.43
		PLANT	0.00		0.00			0.00
		Electric	0.00		0.00			0.00
241			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		ADMIN	0.00		0.00			0.00
		Electric	0.00		0.00			0.00
241			(55,000.00)	(55,000.00)	13,473.34	(41,526.66)	24.50%	4,513.13
		LIFTS	0.00		0.00			0.00
		Electric	0.00		0.00			0.00
245			(22,000.00)	(22,000.00)	7,097.67	(14,902.33)	32.26%	1,447.32
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(2,700.00)	(2,700.00)	581.52	(2,118.48)	21.54%	290.76
		GPS Services	0.00		0.00			0.00
249			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		GIS Mapping Services	0.00		0.00			0.00
251			(4,500.00)	(4,500.00)	1,694.20	(2,805.80)	37.65%	781.30
		Medical Services	0.00		0.00			0.00
259			(16,500.00)	(16,500.00)	2,749.40	(13,750.60)	16.66%	0.00
		Contract Lab Services	0.00		0.00			0.00
261			(25,000.00)	(25,000.00)	5,780.96	(19,219.04)	23.12%	2,497.15
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(23,000.00)	(23,000.00)	5,239.77	(17,760.23)	22.78%	0.00
		GENER	0.00		0.00			0.00
262			(30,000.00)	(30,000.00)	5,647.81	(24,352.19)	18.83%	131.40
		PLANT	0.00		0.00			0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00

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Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024

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Fund : 413 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266	COMPO		0.00	0.00	300.00	300.00	No Budget	150.00
		Repair And Maintenance Buildings	0.00		0.00			0.00
266	PLANT		(3,000.00)	(3,000.00)	318.55	(2,681.45)	10.62%	67.11
		Repair And Maintenance Buildings	0.00		0.00			0.00
269			(40,000.00)	(40,000.00)	2,752.24	(37,247.76)	6.88%	1,000.00
		Repair And Maintenance Utility Lines	0.00		0.00			0.00
311			(5,000.00)	(5,000.00)	343.59	(4,656.41)	6.87%	0.00
		Office Supplies	0.00		0.00			0.00
322			(20,000.00)	(20,000.00)	406.18	(19,593.82)	2.03%	37.01
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
324			(1,500.00)	(1,500.00)	567.23	(932.77)	37.82%	431.15
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(12,000.00)	(12,000.00)	3,378.21	(8,621.79)	28.15%	1,287.00
		Clothing And Uniforms	0.00		0.00			0.00
331			(45,000.00)	(45,000.00)	8,407.89	(36,592.11)	18.68%	2,620.78
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
344			(6,000.00)	(6,000.00)	738.96	(5,261.04)	12.32%	218.62
		Safety Supplies	0.00		0.00			0.00
390			(5,500.00)	(5,500.00)	622.45	(4,877.55)	11.32%	15.44
		Miscellaneous Supplies	0.00		0.00			0.00
471			(20,000.00)	(20,000.00)	3,840.85	(16,159.15)	19.20%	0.00
		Asphalt And Asphalt Filler	0.00		0.00			0.00
493			(75,000.00)	(75,000.00)	25,625.94	(49,374.06)	34.17%	18,410.50
		Chemicals	0.00		0.00			0.00
494			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Pretreatment	0.00		0.00			0.00
533			(15,000.00)	(15,000.00)	0.00	(15,000.00)	0.00%	0.00
		Machinery And Equipment Rental	0.00		0.00			0.00

**Town of Jonesborough
Statement of Expenditures and Encumbrances
October 2024**

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Fund : 413 Monthly Comparative: 33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
535			(6,500.00)	(6,500.00)	2,928.39	(3,571.61)	45.05%	844.76
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
568			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
		Annual Permit Fees	0.00		0.00			0.00
820			(30,000.00)	(30,000.00)	0.00	(30,000.00)	0.00%	0.00
		Sewer Rehabilitation	0.00		0.00			0.00
821			(75,000.00)	(75,000.00)	38,817.92	(36,182.08)	51.76%	36,690.71
		Lift Stations Maintenance	0.00		0.00			0.00
822			(25,000.00)	(25,000.00)	5,501.41	(19,498.59)	22.01%	3,028.73
		Sludge Disposal Fees	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
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
52315		Shop & Maintenance						
121	100		0.00	0.00	2,535.52	2,535.52	No Budget	2,535.52
		Salaries and Wages	0.00		0.00			0.00
121			(232,020.00)	(232,020.00)	56,304.21	(175,715.79)	24.27%	15,900.59
		Salaries and Wages	0.00		0.00			0.00
141	100		0.00	0.00	173.95	173.95	No Budget	173.95
		Oasi (Employer's Share)	0.00		0.00			0.00
141			(17,750.00)	(17,750.00)	3,932.17	(13,817.83)	22.15%	1,132.15
		Oasi (Employer's Share)	0.00		0.00			0.00
142			(43,832.00)	(43,832.00)	15,736.41	(28,095.59)	35.90%	3,421.30
		Hospital And Health Insurance	0.00		0.00			0.00
143			(13,801.00)	(13,801.00)	3,378.25	(10,422.75)	24.48%	954.03
		Employee Retirement Plan	0.00		0.00			0.00
143	100		0.00	0.00	152.13	152.13	No Budget	152.13
		Employee Retirement Plan	0.00		0.00			0.00
146			(3,829.00)	(3,829.00)	0.00	(3,829.00)	0.00%	0.00
		Workmen's Compensation	0.00		0.00			0.00

Fund : 413

Monthly Comparative:

33.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(110.00)	(110.00)	4.86	(105.14)	4.42%	4.86
		Unemployment Insurance	0.00		0.00			0.00
241			(12,000.00)	(12,000.00)	1,139.79	(10,860.21)	9.50%	334.85
		Electric	0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	114.33	(885.67)	11.43%	0.00
		Water	0.00		0.00			0.00
245			(2,250.00)	(2,250.00)	1,039.40	(1,210.60)	46.20%	184.55
		Telephone And Other Communication Services	0.00		0.00			0.00
248			(300.00)	(300.00)	48.46	(251.54)	16.15%	24.23
		GPS Services	0.00		0.00			0.00
251			(1,000.00)	(1,000.00)	691.26	(308.74)	69.13%	220.43
		Medical Services	0.00		0.00			0.00
261			(3,350.00)	(3,350.00)	64.88	(3,285.12)	1.94%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
262			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Repair And Maintenance Equipment	0.00		0.00			0.00
266			(2,000.00)	(2,000.00)	598.40	(1,401.60)	29.92%	(412.00)
		Repair And Maintenance Buildings	0.00		0.00			0.00
288			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Travel/Training/Car Allowance	0.00		0.00			0.00
312			(9,300.00)	(9,300.00)	0.00	(9,300.00)	0.00%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
324			(4,500.00)	(4,500.00)	306.13	(4,193.87)	6.80%	165.95
		Household And Janitorial Supplies	0.00		0.00			0.00
326			(2,500.00)	(2,500.00)	960.55	(1,539.45)	38.42%	386.95
		Clothing And Uniforms	0.00		0.00			0.00
331			(2,800.00)	(2,800.00)	507.65	(2,292.35)	18.13%	256.56
		Gas, Oil, Diesel Fuel, Grease, Etc.	0.00		0.00			0.00
334			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00

Fund : 413		Monthly Comparative:		33.33%				
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
341			(13,310.00)	(13,310.00)	1,565.50	(11,744.50)	11.76%	1,625.00
		Consumable Tools	0.00		0.00			0.00
344			(2,000.00)	(2,000.00)	224.73	(1,775.27)	11.24%	0.00
		Safety Supplies	0.00		0.00			0.00
345			(1,000.00)	(1,000.00)	125.67	(874.33)	12.57%	0.00
		Welding Supplies	0.00		0.00			0.00
346			(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
		Wash Bay Maintenance and Supplies	0.00		0.00			0.00
390			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Miscellaneous Supplies	0.00		0.00			0.00
535			(3,200.00)	(3,200.00)	1,099.80	(2,100.20)	34.37%	368.86
		Equipment Leases & Maint Contracts	0.00		0.00			0.00
Total For Fund: 413			(10,347,393.00)	(10,347,393.00)	4,200,343.80	(6,147,049.20)	40.59%	810,114.48
			0.00		0.00			0.00

Fund : 619

Monthly Comparative: 33.33%

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

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

DATE: November 12, 2024 AGENDA ITEM #: 1

SUBJECT: Financial Report – *Special Accounts*

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

Town of Jonesborough
Current Year Property Tax Billing
As of October 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	2,701,691
Public Utilities	-	-
Total Billings	2,842,104	2,701,691
<u>Adjustments:</u>		
Real and Personal Reductions	(2,936)	(166)
Real and Personal Pick-ups	1,289	42
Adjusted Tax Billing	2,840,457	2,701,567
<u>Payments:</u>		
Real, Personal and Public Utility	15.85% <u>(450,099)</u>	15.92% <u>(430,219)</u>
Property Tax Outstanding	84.15% <u><u>2,390,358</u></u>	84.08% <u><u>2,271,348</u></u>
<u>Reconciliation to Open Tax Listing:</u>		
Real and Personal	2,390,358	2,271,348
Public Utilities	-	-
Total Open Tax List	<u>2,390,358</u>	<u>2,271,348</u>
 Difference	<u>-</u>	<u>-</u>

**Town of Jonesborough
Property Taxes Receivable
As of October 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	5,617	(17)	7,159	99.66%
2023	2,701,691	112,428	33,374	-	79,054	97.07%
Totals		\$ 138,493	\$ 39,070	\$ (17)	\$ 99,406	

2024 Real and Personal Taxes Billed	2,842,104	
2024 Public Utility Taxes Billed	-	
Collected Through 10/31/2024	(450,099)	15.85%
Total Adjustments:		
Reductions	(2,936)	
Pick-ups	1,289	
Balance 2024 Property Taxes	<u>2,390,358</u>	
Total Outstanding Property Taxes	<u>2,489,764</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			
October	145,832.47	137,782.95	149,448.62	151,882.16	184,195.31	196,842.35	223,709.37	240,092.90			
November	135,822.37	142,968.58	151,202.03	153,617.36	183,608.84	214,268.95	238,699.54	260,527.63			
December	158,954.70	159,458.04	169,082.03	177,127.90	213,896.25	233,742.11	259,640.04	262,136.42			
January	134,244.03	127,416.58	135,234.22	140,781.81	179,991.50	190,334.77	212,252.13	217,489.76			
February	116,136.15	127,945.05	134,822.85	142,290.13	164,213.28	184,027.14	199,473.61	218,860.17			
March	160,456.20	156,129.40	162,786.00	183,966.80	215,568.04	223,679.00	242,969.97	249,483.25			
April	152,058.60	149,219.62	156,558.86	183,153.95	204,688.52	222,063.76	320,646.71	259,799.65			
May	151,258.53	156,267.02	167,495.96	196,546.46	214,867.25	238,459.96	246,079.54	239,414.08			
June	159,181.59	164,321.92	170,764.62	195,799.56	197,429.44	244,631.05	251,601.07	252,570.61			
Totals	\$ 1,747,470.39	\$ 1,760,195.19	\$ 1,862,668.38	\$ 1,996,862.92	\$ 2,299,725.72	\$ 2,566,459.74	\$ 2,859,153.94	\$ 2,913,361.85	\$ 465,651.50		

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

	Undesignated	Cash Bonds Being Held	Mary Martin Program Funds	McKinney Scholarship Fund	Mt. Empire Stormwater Upgrade Pay	Monthly Deposit - GF Reserves	PEP Insurance Claim for SW Building	James Martin Est. Contrib. Jnr/Jackson Theatre	James Martin Est. Contrib. McKinney Center	Civitan Donation & Boyd Found. Grant-Dog Park	In-Lieu Sidewalk Reserve	CON Proceeds Bank of TN Loan \$1M	PS Vehicles Loan Proceeds	Drug Liability Suit Funds	Total GF Savings 110-11221	Solid Waste Savings 131-11221	Total In Bank Account
6/30/2024	\$ 792,495.86	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 977,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,461,232.02	\$ 47,174.91	\$ 2,508,406.93
7/3/2024						35,000.00									35,000.00		2,543,406.93
7/31/2024																5,000.00	2,548,406.93
July Interest	968.61														968.61		2,549,375.54
7/31/2024	\$ 793,464.47	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,012,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,497,200.63	\$ 52,174.91	\$ 2,549,375.54
8/5/2024						35,000.00									35,000.00		2,584,375.54
Aug Interest	983.55														983.55		2,585,359.09
8/31/2024	\$ 794,448.02	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,047,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,533,184.18	\$ 52,174.91	\$ 2,585,359.09
9/11/2024						35,000.00									35,000.00		2,620,359.09
Sept Interest	962.67														962.67		2,621,321.76
9/30/2024	\$ 795,410.69	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,082,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,569,146.85	\$ 52,174.91	\$ 2,621,321.76
10/9/2024						35,000.00									35,000.00		2,656,321.76
Oct Interest	1,009.02														1,009.02		2,657,330.78
10/31/2024	\$ 796,419.71	\$ 16,650.00	\$ 34,620.76	\$ 10,936.01	\$ 20,202.90	\$ 1,117,080.65	\$ 217,070.00	\$ 11,968.44	\$ 12,899.55	\$ 19,820.00	\$ 60,819.75	\$ 140,685.16	\$ 10,470.65	\$ 135,512.29	\$ 2,605,155.87	\$ 52,174.91	\$ 2,657,330.78

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

TOWN OF JONESBOROUGH
GENERAL FUND
FUND BALANCE RESERVE ACCOUNTS
6/30/2024

	Reserve	Revenue	Expenditure	Balance 6/30/2023	Revenues	Expenditures	Transfer (To)/From Unrestricted Fund Balance	Balance 6/30/2024	2023-24 Net Activity
McKinney Scholarship Fund	110-26001	110-38160	110-44491-866	17,126.94	7,905.00	-	-	25,031.94	7,905.00
Senior Center - Special Projects	110-26002	110-38174--SCNTF	110-44320-839	47,924.58	67,118.56	(71,718.09)	-	43,325.05	(4,599.53)
Senior Center - TCAD Grant	110-26002	110-38105--SCNTF	110-44320-841	1,109.24	8,000.00	(7,753.02)	-	1,356.22	246.98
Music on the Square	110-26003	110-38125	110-44400-846	30,112.30	45,872.50	(51,409.88)	-	24,574.92	(5,537.38)
PS Driving School Tech Fees	110-26004	110-38149	110-42100-834	11,174.00	1,992.00	(65.00)	-	13,101.00	1,927.00
PS Gun Permit Classes	110-26005	110-38146	110-42100-833	12,240.00	-	-	(12,240.00)	-	(12,240.00)
Police Litigation	110-26006	110-38146	110-42100-165	71,729.86	18,013.84	(6,045.42)	-	83,698.28	11,968.42
Volunteer Fire	110-26007	110-38146	110-42200-765	2,528.45	-	(1,522.16)	-	1,006.29	(1,522.16)
Campground Reserve	110-26008	110-38146	110-44400-842	23,907.16	-	-	-	23,907.16	-
PS Electronic Citation Fee	110-26009	110-38150	110-42100-831	25,351.61	3,368.00	(887.73)	-	27,831.88	2,480.27
Chucky Depot Museum Rev	110-26010	110-38177	110-44400-853	6,698.95	4,135.46	(653.48)	-	10,180.93	3,481.98
Veterans War Memorial	110-26011	110-38110	110-41500-297	16,287.84	250.00	(1,344.56)	-	15,193.28	(1,094.56)
Debt Reserve	110-26012	110-38133	110-47210-816	1,195,672.98	420,000.00	(10,084.03)	(689.50)	1,615,672.98	420,000.00
Main Street-Brews and Tunes	110-26013	110-38133	110-47210-816	(0.00)	12,185.33	-	-	1,411.80	1,411.80
Flag Replacement	110-26014	110-38176	110-44400-849	3,331.46	2,361.00	(3,256.04)	-	2,436.42	(895.04)
Tree & Townscape	110-26015	110-38113	110-44400-860	2,519.62	15.95	-	-	2,535.57	15.95
Recreation Fundraising	110-26016	110-38126	110-44400-490	16,556.89	-	-	-	16,556.89	-
JRT Players Education Program	110-26017	110-38128	110-44400-843	6,061.24	57,328.25	(58,243.85)	-	5,145.64	(915.60)
JRT Don Squibb Scholarship	110-26017	110-38131	110-44400-847	6,777.58	2,150.00	(4,074.00)	-	4,853.58	(1,924.00)
JRT Fundraiser	110-26017	110-38131	110-44400-847	1,440.92	-	-	-	1,440.92	-
Clerk Electronic Citation Fees	110-26018	110-38154	110-42100-832	7,385.61	842.00	-	-	8,227.61	842.00
Dog Park Reserve	110-26019	110-38178	110-44400-861	19,820.00	-	-	-	19,820.00	-
Cemetery Maintenance Fund	110-26021	110-38178	110-44400-861	3,838.94	-	-	-	3,838.94	-
Martin Estate Reserve Funds	110-26022	110-38178	110-44400-861	24,867.99	-	-	-	24,867.99	-
Mt. Empire Storm Water Upgrade	110-26023	110-38130	110-44491-865	20,202.90	-	-	-	20,202.90	-
Story Town Radio Show (Yarn)	110-26024	110-38130	110-44491-865	19,432.92	28,081.14	(26,481.53)	-	21,032.53	1,599.61
In-Lieu Sidewalk Reserve	110-26025	110-38173	110-44491-XXX-965	60,819.75	26,799.00	-	-	87,618.75	26,799.00
ABC Grant - Play in a Week	110-26026	110-38203--965	110-44491-XXX-965	262.32	-	-	-	262.32	-
Paws In Blue Contribution	110-26027	110-38156	110-42100-835	996.11	8,900.00	(12,195.65)	(512.00)	(2,811.54)	(3,807.65)
Shop with a Cop	110-26028	110-38148	110-42100-307	18,990.78	31,461.27	(28,644.49)	-	21,807.56	2,816.78
Jonesborough Cops for Kids	110-26028	110-38155	110-42100-874	454.94	-	-	-	454.94	-
Keep Jonesborough Beautiful	110-26028	110-38175	110-44400-851	-	84.00	(538.00)	454.00	-	-
Fire Department Reserve	110-26032	110-38175	110-44400-851	-	100.00	-	-	100.00	-
Jackson Theatre Donation Reserve	110-26033	110-38175	110-44400-851	-	250,000.00	-	-	250,000.00	-
Unspent Loan Proceeds	110-26090	110-38190	110-44491-867	30,588.55	-	(20,117.60)	-	10,470.95	(20,117.60)
East TN Foundation - Marilyn Frank Opportunity	1110-27201	110-38190	110-44491-867	3,728.00	-	-	(2,327.53)	1,400.47	(2,327.53)
East TN Foundation - Hope in Action Grant	110-27201	110-38193	110-44491-867	509.26	-	(2,836.79)	2,327.53	-	(509.26)
110-47210-846									
Total Reserved Amounts				1,710,449.69	996,963.30	(307,871.32)	(12,987.50)	2,386,554.17	426,004.48

Deferred Program Revenue - Mary Martin 110-22103 34,620.76

Program for the Arts

* Beg. Bal. General \$0, End Bal. Sanitation \$225.78, Revenues include funds moved from Sanitation.
 ** Appropriation in budget FY23: \$3,000. Reserve liquidated. Program funded through budget.
 *** Revenue/Expense budgeted FY24 with program balances to carry through reserves.

Town of Jonesborough
Health Reimbursement Account
2024-25 Fiscal Year

Date	Fund				Balance
	General	Solid Waste	Water/Sewer	Total	
July Deposit	1,451.95	102.75	1,104.30	2,659.00	\$ 197,312.50
7/1/2024	(55.27)			(55.27)	197,257.23
7/8/2024	(1,173.59)		(323.45)	(1,497.04)	195,760.19
7/15/2024	(135.18)		(475.67)	(610.85)	195,149.34
7/22/2024	(1,216.50)			(1,216.50)	193,932.84
7/29/2024	(779.15)			(779.15)	193,153.69
7/31/2024	\$ (1,907.74)	\$ 102.75	\$ 305.18	\$ (1,499.81)	
Aug Deposit	4,008.05	1,397.25	3,515.70	8,921.00	\$ 202,074.69
8/5/2024	(344.50)			(344.50)	201,730.19
8/12/2024	(915.51)		(227.42)	(1,142.93)	200,587.26
8/19/2024	(1,591.63)			(1,591.63)	198,995.63
8/26/2024	(1,170.63)			(1,170.63)	197,825.00
8/31/2024	\$ (14.22)	\$ 1,397.25	\$ 3,288.28	\$ 4,671.31	
Sept Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 203,615.00
9/3/2024	(730.27)		(197.99)	(928.26)	202,686.74
9/9/2024	(3,252.81)			(3,252.81)	199,433.93
9/16/2024	(223.79)		(55.21)	(279.00)	199,154.93
9/23/2024	2,419.51	(37.09)	(430.02)	1,952.40	201,107.33
9/30/2024	(1,019.94)		(100.96)	(1,120.90)	199,986.43
9/30/2024	\$ (77.30)	\$ 712.91	\$ 1,525.82	\$ 2,161.43	
Oct Deposit	2,730.00	750.00	2,310.00	5,790.00	\$ 205,776.43
10/7/2024	1,330.87		(17.12)	1,313.75	207,090.18
10/15/2024	(2,971.61)		(74.75)	(3,046.36)	204,043.82
10/21/2024	(1,942.24)		(1,047.45)	(2,989.69)	201,054.13
10/28/2024	(277.26)		(767.71)	(1,044.97)	200,009.16
10/31/2024	\$ (1,130.24)	\$ 750.00	\$ 402.97	\$ 22.73	
6/30/2024 Balance			\$ 194,653.50		
Year-to-date HRA Contributions			23,160.00		
Year-to-date HRA Claims			(17,804.34)		
6/30/2025 Balance			<u>\$ 200,009.16</u>		

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

	Unreserved	Equipment Reserve	Debt Service Reserve	2022 \$1M CON Note	ARPA Funds	Line Extensions	Total
Balance as of June 30, 2024	\$ 55,848.43	\$ 202,706.29	\$ -	\$ 313,734.25	\$ 123,359.24	\$ 47,935.38	\$ 743,583.59
7/1/2024				(76,400.00)			
				(35,000.00)			
Transfer to cover invoices	281.18						
Transfer to cover invoices							
July Interest - MMA	4.90						
July interest							
Balance as of July 31, 2024	\$ 56,134.51	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 632,469.67
8/30/2024							
Aug Interest - MMA	272.53						
Aug interest	4.90						
Balance as of August 31, 2024	\$ 56,411.94	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 632,747.10
9/30/2024							
Sept Interest - MMA	272.66						
Sept interest	4.74						
Balance as of September 30, 2024	\$ 56,689.34	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 633,024.50
10/31/2024							
Oct Interest - MMA	263.99						
Oct interest	4.90						
Balance as of October 31, 2024	\$ 56,958.23	\$ 202,706.29	\$ -	\$ 202,334.25	\$ 123,359.24	\$ 47,935.38	\$ 633,293.39
		(E)		(D)	(B)	(C)	
Balance in Savings Account	\$ 57,910.13	First Horizon					
Balance in Money Market Account	575,383.26	Bank of TN					
	<u>\$ 633,293.39</u>						

*Statement not received as of report publication date

(A) = Agrees with County Line project analysis

(B) = Agrees with ARPA Projects analysis

(C) = Developer deposit. To be liquidated when completed

(E) = \$62,095 budgeted from reserve for new software (62,095 - 28,574.84 = 33,520.16 remaining for software)

Jonesborough Locally Grown

Profit and Loss by Class

January - October, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Income				
Fundraising Events				\$0.00
Farm to Table Dinner Sponsors			22,723.00	\$22,723.00
Farm to Table Dinner Ticket Sales			25,994.42	\$25,994.42
Special Dinners/Events			2,769.00	\$2,769.00
Sponsorships		7,250.00		\$7,250.00
Total Fundraising Events		7,250.00	51,486.42	\$58,736.42
Grants				\$0.00
FMPP (USDA)			24,255.33	\$24,255.33
Other Grants	2,000.00	4,000.00		\$6,000.00
TAEP (thru TDA)		1,500.00		\$1,500.00
Town of Jonesborough - Utilities	4,049.98			\$4,049.98
Total Grants	6,049.98	5,500.00	24,255.33	\$35,805.31
Memberships			12,125.98	\$12,125.98
Other Contributions				\$0.00
Credit card cash back	25.00		365.00	\$390.00
Donation - general	377.00	57.00	8,013.79	\$8,447.79
Farm Fresh Fit Walking Program	93.00	16,511.50		\$16,604.50
Interest Earned			259.34	\$259.34
Total Other Contributions	495.00	16,568.50	8,638.13	\$25,701.63
Program Service Revenue				\$0.00
Local food sales	48,225.05	356.35		\$48,581.40
BSM events	5,647.42			\$5,647.42
BSM Kitchen Sales	29,708.03			\$29,708.03
Build It Up Reimbursement	2,275.00	350.00		\$2,625.00
Catering	280.00			\$280.00
DTC Sales	126,915.93			\$126,915.93
DUFB Reimbursement	534.00	1,140.00		\$1,674.00
NKC Reimbursement		1,542.16		\$1,542.16
Produce Prescription Reimbursement	794.00	610.00		\$1,404.00
Token Sales for FM	200.00	9,860.50		\$10,060.50
Wholesale Sales	106,029.19			\$106,029.19
Total Local food sales	320,608.62	13,859.01		\$334,467.63
Program Fee Income				\$0.00
Vendor Fees	2,734.59	4,918.98		\$7,653.57
Total Program Fee Income	2,734.59	4,918.98		\$7,653.57
Total Program Service Revenue	323,343.21	18,777.99		\$342,121.20
Sales of Promotional Products	606.41	936.00	40.00	\$1,582.41
Total Income	\$330,494.60	\$49,032.49	\$96,545.86	\$476,072.95
GROSS PROFIT	\$330,494.60	\$49,032.49	\$96,545.86	\$476,072.95

Jonesborough Locally Grown

Profit and Loss by Class

January - October, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Expenses				
Administrative				\$0.00
Donor Management Software Fee/Expense			2,450.88	\$2,450.88
Insurance				\$0.00
Board of Directors Insurance (Mt. Vernon/USLI)			240.40	\$240.40
Total Insurance			240.40	\$240.40
Meeting expense			281.48	\$281.48
Postage, Mailing Service			327.24	\$327.24
Professional memberships			75.00	\$75.00
Taxes and License Fees	365.00			\$365.00
Business License Fee			248.46	\$248.46
Charitable Solicitation Fee			20.00	\$20.00
Sales Tax Paid	11,771.00			\$11,771.00
Total Taxes and License Fees	12,136.00		268.46	\$12,404.46
Total Administrative	12,136.00		3,643.46	\$15,779.46
cash on hand	0.00			\$0.00
Facilities and Equipment				\$0.00
Property Expense				\$0.00
Maintenance and Repair Costs	836.97			\$836.97
Total Property Expense	836.97			\$836.97
Utilities				\$0.00
Electric	7,406.31			\$7,406.31
Gas	904.90			\$904.90
Phone/Internet	1,077.39			\$1,077.39
Total Utilities	9,388.60			\$9,388.60
Total Facilities and Equipment	10,225.57			\$10,225.57
Operations				\$0.00
Bank and Credit Card Fees	7,131.92	343.96	1,124.39	\$8,600.27
Farm to Table Dinner Expenses			13,043.16	\$13,043.16
Mileage/Travel expenses			224.91	\$224.91
Musicians	360.00	1,725.00	100.00	\$2,185.00
Printing		38.00	992.98	\$1,030.98
Program Expense (food)				\$0.00
Donation In-Kind (JAMA)	136.82			\$136.82
DTC	132,628.52	461.00		\$133,089.52
Events	5,124.99		199.85	\$5,324.84
Kitchen	9,280.23			\$9,280.23
Wholesale	98,154.56			\$98,154.56
Total Program Expense (food)	245,325.12	461.00	199.85	\$245,985.97

Jonesborough Locally Grown

Profit and Loss by Class

January - October, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Program Expense (non-food)				\$0.00
Farm Fresh Fit Walking Expenses		0.00		\$0.00
Token Payments for FM		28,807.00	43.00	\$28,850.00
Total Program Expense (non-food)		28,807.00	43.00	\$28,850.00
Promotions		285.08		\$285.08
Advertising	3,733.52	330.00	944.66	\$5,008.18
Promotional Materials			543.31	\$543.31
Promotional Products (t-shirts, totes, cookbooks)	259.90	1,362.61	3,556.92	\$5,179.43
Total Promotions	3,993.42	1,977.69	5,044.89	\$11,016.00
Service Expenses				\$0.00
Dishwasher	3,721.15			\$3,721.15
Kitchen Linens	870.00			\$870.00
Pest Control	210.00			\$210.00
Rentals for events		115.00		\$115.00
Shopkeep	1,161.00			\$1,161.00
Subscriptions/Shopping Memberships			70.80	\$70.80
Web hosting/services			843.00	\$843.00
Total Service Expenses	5,962.15	115.00	913.80	\$6,990.95
Supplies	15.00	210.56		\$225.56
Food Service Consumables	3,772.90			\$3,772.90
Kitchen Supplies	62.31			\$62.31
Office Supplies	471.26	50.25	347.27	\$868.78
Paper Products	936.58			\$936.58
Total Supplies	5,258.05	260.81	347.27	\$5,866.13
Total Operations	268,030.66	33,728.46	22,034.25	\$323,793.37
Personnel Expenses			29.00	\$29.00
Contract Services				\$0.00
Farmers Market Stipend		800.00		\$800.00
Total Contract Services		800.00		\$800.00
Employees				\$0.00
Hourly	40,927.76		5,989.64	\$46,917.40
Salaried	25,987.37		23,607.78	\$49,595.15
IRA match	2,598.72		1,900.16	\$4,498.88
Total Salaried	28,586.09		25,507.94	\$54,094.03
Total Employees	69,513.85		31,497.58	\$101,011.43
Payroll Expense			24,058.04	\$24,058.04
Unemployment Tax (SUTA)			221.21	\$221.21
Total Payroll Expense			24,279.25	\$24,279.25
QuickBooks Direct Deposit Fee			308.75	\$308.75

Jonesborough Locally Grown

Profit and Loss by Class

January - October, 2024

	BOONE ST MKT	FARMERS MKT	LOCALLY GROWN	TOTAL
Workers Comp insurance (AccidentFund)			1,418.00	\$1,418.00
Total Personnel Expenses	69,513.85	800.00	57,532.58	\$127,846.43
Total Expenses	\$359,906.08	\$34,528.46	\$83,210.29	\$477,644.83
NET OPERATING INCOME	\$ -29,411.48	\$14,504.03	\$13,335.57	\$ -1,571.88
NET INCOME	\$ -29,411.48	\$14,504.03	\$13,335.57	\$ -1,571.88

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

DATE: November 12, 2024 AGENDA ITEM #: 6-A

SUBJECT: Second Reading – Noise Ordinance Amendment

BACKGROUND:

In recent months, the subject matter of construction or repairing of buildings came into focus from the public calling into the police department concerning construction activities on the weekend. The current code permits these activities between the hours of 7am to 9pm only on weekdays, except in case of urgent necessity. If you drive around town on the weekends, you may encounter construction or repair activities in both neighborhood settings and commercial areas. Staff was asked to draft an amendment to the code to allow construction or repair activities on Saturdays, or basically change “weekdays” to “Monday through Saturday”. See proposed amendment to Title 10, Chapter 3, Section 10-305, Paragraph 8, “Construction or repairing of buildings” below:

8. Construction or repairing of buildings. The creation of any loud and excessive noise in creation with the erection, including excavation, demolition, alteration or repair of any building in any residential area or section other than between the hours of 7:00 A.M. and 9:00 P.M. ~~on weekdays~~ **Monday through Saturday**, except in case of urgent necessity in the interest of public health and safety, and then only with a permit or written authorization from the building inspector or town administrator granted for a period while the emergency or urgent public necessity continues, and not for a period exceeding thirty (30) days without re-authorization, or upon a schedule approved by the board of mayor and aldermen.

Many projects, whether residential or commercial in nature have target timelines to have them completed, and those times include weekends. Therefore, the proposal is to only include Saturday as an allowed day for construction or repair, and not Sunday.

RECOMMENDATION:

Approve amendment to the Jonesborough Municipal Code Title 10, Chapter 3, Section 10-305, Paragraph 8, “Construction or repairing buildings”, on second and final reading.

ORDINANCE NO. 2024-12

**AN ORDINANCE AMENDING JONESBOROUGH MUNICIPAL CODE
TITLE 10 CHAPTER 3 NOISE ORDINANCE**

**BE IT ORDAINED BY THE TOWN OF JONESBOROUGH, TENNESSEE, AS
FOLLOWS:**

SECTION 1. That Jonesborough Municipal Code Title 10, Chapter 3, Section 10-305, Anti-Noise Regulations, paragraph 8, be amended and shall be revised to read as follows:

8. Construction or repairing of buildings. The creation of any loud and excessive noise in creation with the erection, including excavation, demolition, alteration or repair of any building in any residential area or section other than between the hours of 7:00 A.M. and 9:00 P.M. ~~on weekdays~~ **Monday through Saturday**, except in case of urgent necessity in the interest of public health and safety, and then only with a permit or written authorization from the building inspector or town administrator granted for a period while the emergency or urgent public necessity continues, and not for a period exceeding thirty (30) days without re-authorization, or upon a schedule approved by the board of mayor and aldermen.

SECTION 2. In case of conflict between this ordinance or any part hereof, and the whole or part of any existing ordinance of the Town, the provision that establishes the higher standard shall prevail.

SECTION 3. If any section, subsection, clause, provision or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, subsection, clause, provision or portion of this ordinance

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

Motion was made by Alderman Wolfe and seconded by Alderman Countermine that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Wolfe, Alderman Countermine, Alderman Causey, Alderman Dickson
Those voting against: _____

PASSED ON FIRST READING _____ October 21, 2024 _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: November 12, 2024 AGENDA ITEM #: 6-B

SUBJECT: Second Reading – Parks & Recreation Ordinance Amendment

BACKGROUND:

Director of Parks and Recreation Chris Kudera has been reviewing the municipal code section for the P&R Advisory Committee. He has included a memorandum to provide more details about increasing the number of members and allowing affiliate members to cast votes and strengthening the relationship between the town and key recreational programs. Mr. Kudera states, "this change will align our committee's structure with our goal of building a more inclusive and effective recreational program for the community."

The proposed ordinance amends Title 1, Chapter 5, Recreation Commission.

RECOMMENDATION:

Approve the ordinance to amend Title 1, Chapter 5, Recreation, on second and final reading, including the details per the memorandum, as presented.

ORDINANCE NO. 2024-13

**AN ORDINANCE AMENDING JONESBOROUGH MUNICIPAL CODE
TITLE 1 CHAPTER 5 RECREATION COMMISSION**

BE IT ORDAINED BY THE TOWN OF JONESBOROUGH, TENNESSEE, AS FOLLOWS:

SECTION 1. That Jonesborough Municipal Code Title 1 Chapter 5 Recreation Commission be amended in its entirety and shall read as follows:

SECTION

1-501. Establishment.

1-502. Composition, appointment and membership. 1-503. Organization, rules, staff.

1-504. Meetings.

1-505. Powers and duties.

1-506. Compensation.

1-501. Establishment. There is here by established a Recreation Advisory Committee for the Town of Jonesborough. [Ord. of Dec. 14, 1976, § 101, as replaced by Ord. #96-16, Oct. 1996]

1-502. Composition, appointment and membership. (1) The Recreation Advisory Committee shall be composed of eleven (11) voting members. Three (3) of the voting members shall be the following:

- (a) The Mayor or his/her designee.
- (b) The Washington County Mayor or his/her designee.
- (c) One (1) Alderman from the Jonesborough Board of Aldermen.

Six (6) members shall be appointed members and shall be selected by the Mayor and confirmed by the Board of Mayor and Aldermen. The Director of Parks and Recreation shall be an ex-officio member of the advisory committee.

- (2) Affiliate membership. An affiliate membership on the advisory committee is hereby established, and the president of the Jonesborough Little League Associate or his/her designee, and the president of Jonesborough Youth Soccer or his/her designee is officially designated as an affiliate member to the recreation advisory committee. Affiliate members votes will be treated with equal authority to those of other voting members.
- (3) Affiliate membership emeritus. Also hereby established is an affiliate membership emeritus status on the recreation advisory committee. The affiliate membership emeritus is a non-voting status on the recreation advisory committee that can be

bestowed on a long-time member of the committee that for health, or other reasons can no longer attend meetings on a regular basis. The affiliate member emeritus designation allows the longtime member to continue being associated with recreation advisory committee in a non-voting status, still receiving information provided to regular members for monthly meetings and being encouraged to participate in meetings whenever possible. [Ord. of Dec. 11, 1979, § 102, as replaced by Ord. #92-14, Sept. 1992; Ord. #93-05, June 1993; Ord. #96-16, Oct. 1996; Ord. #2000-04, Feb. 2000, and Ord. #2014-10, Sept. 2014]

1-503. Organization, rules, staff. The advisory committee shall elect from its appointed members a chairman and vice-chairman. The terms shall be for one (1) year with eligibility for re-election. The Director of Parks and Recreation shall perform the duties of secretary and shall be present at all advisory committee meetings and sub-committee meetings. The chairman shall appoint all necessary sub-committees from the Advisory Committee. [Ord. of Dec. 11, 1979, § 103, as replaced by Ord. #96-16, Oct. 1996]

1-504. Meetings. The Recreation Advisory Committee shall establish a meeting schedule for each calendar year and properly advertise said schedule as required. The time and place of regular meetings shall be determined by a majority vote of the advisory committee members. Called meetings of the advisory committee shall be determined by the chairman or majority of the entire membership. [Ord. of Dec. 11, 1979, § 104, as replaced by Ord. #96-16, Oct. 1996, and amended by Ord. #2008-05, June 2008]

1-505. Powers and duties. The advisory committee shall act in advisory capacity only and shall have no authority to bind the Board of Mayor and Aldermen, Mayor or corporation or Town of Jonesborough in any way except as the Board of Mayor and Aldermen may from time to time direct. The advisory committee shall have no authority to obtain the expenditures of any of the town's funds without the expressed authority of the Board of Mayor and Aldermen. The Board of Mayor and Aldermen may, however, in its discretion appropriate funds to the advisory committee for carrying out its required duties and activities.

It shall be the goal of the Recreation Advisory Committee to act as a catalyst to provide Jonesborough area residents with a well-rounded recreational program that serves the needs of all age and ethnic groups regardless of sex and physical prowess. The advisory committee shall have the following responsibilities:

- (1) Coordinate with the Board of Mayor and Aldermen all activities related to athletics, municipal parks and other recreational facilities within the town.
- (2) The advisory committee shall periodically evaluate the progress and development of the various programs within the town, the level of maintenance of all recreation areas and the effectiveness of the programs. The advisory committee shall be currently informed concerning the public need for expanded recreational facilities and for the need for various types of recreational programs.

- (3) Act as coordinator between the town and various civic organizations in relation to recreational projects, programs and athletic events.
- (4) Advise the Board of Mayor and Aldermen of the need for various types of rules and regulations concerning the use of town parks and recreational facilities. The advisory committee shall further advise the board of the usage of the town parks and facilities to the best interests of the public and town.
- (5) The advisory committee shall work with the Town Administrator and the Parks and Recreation Director to develop and review a budget for the Park and Recreation Department each fiscal year.
- (6) Perform such other duties as the Board of Mayor and Aldermen may from time to time require. [Ord. of Dec. 11, 1979, § 105, as replaced by Ord. #96-16, Oct. 1996]1-506. Compensation. The members of the recreation advisory committee shall serve without compensation. [Ord. of Dec. 11, 1979, § 106, as replaced by Ord. #96-16, Oct. 1996]

SECTION 2. In case of conflict between this ordinance or any part hereof, and the whole or part of any existing ordinance of the Town, the provision that establishes the higher standard shall prevail.

SECTION 3. If any section, subsection, clause, provision or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, subsection, clause, provision or portion of this ordinance

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

Motion was made by Alderman Dickson and seconded by Alderman Counterline that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Dickson, Alderman Counterline, Alderman Causey,
Alderman Wolfe

PASSED ON FIRST READING October 21, 2024

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: November 12, 2024 AGENDA ITEM #: 6-C

SUBJECT: Second Reading – Sign Amendment Ordinance

BACKGROUND:

Staff received a request to consider amending our permit fee structure on signage. The current fee structure is based on the sum valuation of the signage project multiplied by 3.5%. The primary example was regarding large signage up to 200 square feet, or off-premises type signage, and this size sign would average about \$75,000. Based on that value and our current 3.5% fee structure, the sign permit fee would be \$2,625. Compared to other places in and around our region, it was pointed out that this is approximately more than \$2,000 in comparison. One concept was to separate off-premises signage from other types of signage, i.e. on-premises signage. One option explored was to apply the current building permit fee of 0.85% to off-premises signage. Off-premises signage is not a by-right type of signage but instead falls under additional regulations and/or limitations compared to other signage. When applying 0.85% to the \$75,000 sign value scenario, the sign permit cost is \$637.50, which reduces the overall cost of the sign by \$1,987.50. The proposed ordinance is attached.

The BMA passed the Ordinance Amendment on first reading to add the following to the Schedule of Permit Fees:

OFF-PREMISES OUTDOOR ADVERTISING SIGN FEE

Off-Premises Outdoor Advertising sign fees, including billboards, are calculated based on the sum valuation of the signage project multiplied by 0.85%.

RECOMMENDATION:

Approve the amendment to the Jonesborough Municipal Code Title 4, Chapter 1, Section 4-105 adding “Off-Premises Outdoor Advertising Sign Fee” under the Schedule of Permit Fees, on second and final reading, as presented.

ORDINANCE NO. 2024-14

**AN ORDINANCE AMENDING JONESBOROUGH MUNICIPAL CODE
TITLE 4 CHAPTER 1 BUILDING CODE**

**BE IT ORDAINED BY THE TOWN OF JONESBOROUGH, TENNESSEE, AS
FOLLOWS:**

SECTION 1. That Jonesborough Municipal Code Title 4 Chapter 1 Section 4-105 be amended by adding “Off-Premise Outdoor Advertising Sign Fee” to the Schedule of Permit Fees, and it shall read as follows:

OFF-PREMISES OUTDOOR ADVERTISING SIGN FEE

Off-Premises Outdoor Advertising sign fees, including billboards, are calculated based on the sum valuation of the signage project multiplied by 0.85%.

SECTION 2. In case of conflict between this ordinance or any part hereof, and the whole or part of any existing ordinance of the Town, the provision that establishes the higher standard shall prevail.

SECTION 3. If any section, subsection, clause, provision or portion of this ordinance is held to be invalid or unconstitutional by any court of competent jurisdiction, such holding shall not affect any other section, subsection, clause, provision or portion of this ordinance.

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

Motion was made by Alderman Wolfe and seconded by Alderman Countermine that the preceding ordinance be adopted on first reading. Those voting for the adoption thereof were: Alderman Wolfe, Alderman Countermine, Alderman Causey, Alderman Dickson
Those voting against: _____

PASSED ON FIRST READING _____ October 21, 2024 _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

Those voting against: _____

PASSED ON SECOND READING _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM

JAMES R. WHEELER, TOWN ATTORNEY

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

DATE: November 12, 2024 AGENDA ITEM #: 7-A.

SUBJECT: Resolution PEP Driver's Training Matching Grants Program

BACKGROUND:

The town submitted our annual grant application to Public Entity Partner's (PEP) for the James L. Richardson "Driver Training" Matching Grant Program to supplement the Fleet Vehicle Tracking System (GPS system). We have received notification from PEP that the Town has been awarded a \$4,000 matching grant. To receive the funding, the Board needs to pass a Resolution supporting and acknowledging the grant program and the Town's application.

RECOMMENDATION:

Approve the Resolution authorizing the participation in Public Entity Partner's James L. Richardson "Driver Training" Matching Grant Program, resulting in a \$4,000 grant to be matched by budgeted funds.

RESOLUTION NO. 2024-08

**A RESOLUTION AUTHORIZING THE TOWN OF JONESBOROUGH
TO PARTICIPATE IN THE PUBLIC ENTITY PARTNERS
JAMES L. RICHARDSON "DRIVER TRAINING" MATCHING GRANT PROGRAM**

WHEREAS, the safety and well being of the employees of the Town of Jonesborough is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the Town of Jonesborough employees; and

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering a "*Driver Training Matching Grant Program*"; and

WHEREAS, the Town of Jonesborough now seeks to participate in this important program.

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

SECTION 1. That the Town of Jonesborough is hereby authorized to submit application for a "*Driver Training Matching Grant Program*" through Public Entity Partners.

SECTION 2. That the Town of Jonesborough is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

DULY PASSED BY THE BOARD OF MAYOR AND ALDERMEN on this the 12th day of November, 2024.

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

Those voting against: _____

CHUCK VEST, MAYOR

ATTEST:

JANET JENNINGS, RECORDER

APPROVED AS TO FORM:

JAMES WHEELER, TOWN ATTORNEY

Craig Ford

From: Jonathan Peace
Sent: Thursday, October 24, 2024 11:03 AM
To: Craig Ford
Subject: Fw: Driver Training Grant Submission Received

From: noreply@pepartners.org <noreply@pepartners.org>
Sent: Thursday, October 24, 2024 11:00 AM
To: Jonathan Peace <JonathanP@jonesboroughtn.org>
Subject: Driver Training Grant Submission Received

CONGRATULATIONS! We have received your submission for the JAMES L. RICHARDSON DRIVER TRAINING MATCHING GRANT PROGRAM to PE Partners for consideration. Please review the following information; should there be any changes contact [Tahtia Mitchell](#) or you may call her at (615) 371-0049.

JAMES L. RICHARDSON DRIVER TRAINING MATCHING GRANT PROGRAM

PE Partners GRANT APPLICATION

Application Date:	10/24/2024 9:57:58 AM
Participant city (or Agency) Name:	Town of Jonesborough
P.O. Box Address or Street:	123 Boone Street
City:	Jonesborough
Zip Code:	37659
Contact Person:	Jonathan Peace
Contact Person - Title:	PSO Lieutenant
Contact Person - Telephone:	423-753-1053
Contact Person - Email:	jonathanp@jonesboroughtn.org
No of Full Time Employees in City/Agency	160
No. Employees Affected by this Purchase:	145
City/Agency Desires to Purchase the Following:	The Town wishes to continue our GPS program for all motor vehicles. This is invaluable for accountability and tracking of Town vehicles. Funding will be utilized for monthly fees associated with the program and the purchase of new units as the fleet expands. All Town-owned motor vehicles have a GPS unit. We also had to go through a recent upgrade to our units. The Town will submit the Proclamation after the November 11 regular meeting of the Board of Mayor and Alderman.

Justification for the Needed Purchase:

The Town developed a policy that all Town-owned motor vehicles have a functioning GPS unit attached to the unit prior to that unit being placed into service. Each unit has a monthly fee that must be paid to the provider. The GPS units continue to assist in lowering the number of accidents our employees are involved in as the units provide a much-needed accountability when in operation. It also provides valuable information to our Fleet Maintenance staff that allows them to pull a vehicle in for service before it becomes a major repair issue. All Town employees are aware the vehicle they are operating has an attached GPS unit that monitors their location, time they are at a location and their speed. The Town has a small operating budget, and the cost of the program annually is \$29,658.00. The grant obviously is a huge benefit to the Town to help offset the cost of the program.

Estimate #1 - <i>Calculated Total</i>	29,658.00
Estimate #2 - <i>Calculated Total</i>	29,658.00
Approving Supervisor - Name	Craig Ford





**PUBLIC ENTITY
PARTNERS**

**MODEL RESOLUTION
FOR GOVERNMENTAL ENTITIES**

A RESOLUTION AUTHORIZING

TO PARTICIPATE IN

James L. Richardson "Driver Training" Matching Grant Program

* * * * *

WHEREAS, the safety and well-being of the employees of the City of _____ is of the greatest importance; and

WHEREAS, all efforts shall be made to provide a safe and hazard-free workplace for the City of _____ employees; and

WHEREAS, Public Entity Partners seeks to encourage the establishment of a safe workplace by offering a "Driver Training" Matching Grant Program; and

WHEREAS, the City of _____ now seeks to participate in this important program.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF _____, TENNESSEE the following:

SECTION 1. That the City of _____ is hereby authorized to submit application for a "Driver Training" Matching Grant Program through Public Entity Partners.

SECTION 2. That the City of _____ is further authorized to provide a matching sum to serve as a match for any monies provided by this grant.

Resolved this _____ day of _____ in the year of _____.

Mayor

ATTEST:

City Recorder

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

DATE: November 12, 2024 AGENDA ITEM #: 7-B

SUBJECT: HEAL Program

BACKGROUND:

The summary below is in direct correlation to the damages caused by Hurricane Helene, damage assessment, costs, pending costs, etc., to reach maximum FEMA reimbursement, as well as Governor Lee's HEAL program to help off-set cash flow of eligible counties and cities.

As you are aware of, we sustained unprecedented damage to our utility infrastructure outside the city limits as a direct result of Hurricane Helene. Our utilities operated under emergency operations to repair and replace lost infrastructure from the flood that included extensive water lines, valves, meters, boxes, etc. FEMA required us to document and estimate damages because of the flooding which included the Water Treatment Plant, Water Intake, and Wastewater. Utility Manager Kevin Brobeck worked with our engineering consultants at GRW Engineers, Inc to help assess the cost of damages that our utilities repaired and replaced in the field during the emergency to provide potable water back to areas stricken by the disaster. Many of our costs on the water distribution side were from existing inventory that was accounted for (GRW Project Description). We are still assessing known and potential issues at the plant and intake. Our folks performed amazing work to connect people back with water. Mr. Brobeck's report on water treatment plant and intake is stated below:

The Water intake building, and Water Treatment plant experienced substantial damage during the flood disaster. We sustained damage at the intake to our screens and lines in the river from debris hitting them during the flood disaster and we also sustained damage to all three intake pumps due to the amount of sand and silt deposits into the wet well. Only two of the three pumps will operate at this time. The two pumps that are operational will need extensive overhauls to the propellers. We will need the 7 feet of silt/sand that was deposited into the wet well during the disaster removed by dredging and we will have to get our screens and water intake lines in the river repaired.

The Water treatment plant was also damaged due to silt and sand that was pumped by the intake during the flood disaster. We will have to replace our mixer motors and propellers, and we have to replace valves and drainage system in our basins due to

damage from the silt/sand deposits. We will have to replace all the extra chemicals needed to treat the water coming into the plant because of all the extra silt and sand.

This is a brief explanation of the infrastructure damage at the Water Intake and the Water Treatment plant due to Hurricane Helene Flooding Disaster. I'm sure as we move forward with the repairs there will be more damage found. We are getting prices from contractors now to repair the damages that we are not equipped to repair ourselves. Once we get those quotes, I will update you on where we are at as for as cost.

GRW report that we submitted to FEMA estimates damages at \$3,091,000.00. The town has been and is working with FEMA and TEMA on following the due process required in seeking reimbursements.

Recently Governor Bill Lee announced the HEAL (Helene Emergency Assistance Loan) program, a \$100 million fund to directly serve the health and wellness of Tennesseans in the aftermath of Hurricane Helene. The fund will provide **no-interest loans** to eligible counties who have been impacted by Tropical Storm Helene. Of the total amount, up to \$35 million is to be used for water and wastewater infrastructure repair and \$65 million is to be allocated for debris management across eligible counties. Counties eligible for assistance include **Carter, Claiborne, Cocke, Grainger, Greene, Hamblen, Hawkins, Jefferson, Johnson, Sullivan, Unicoi, and Washington** (See "Helene Emergency Assistance Loan Program document in packet).

While **municipalities** and **utility companies cannot apply** directly to TEMA for loan relief, those jurisdictions may coordinate with their counties to receive a portion of the loan funds. Counties may relend HEAL loan funds to (1) municipalities for hazardous debris management and (2) publicly and privately operated utility companies to repair water and wastewater systems. These "Second Borrowers" would be subject to the same terms and conditions as the counties, including the obligation to seek maximum FEMA reimbursement. As such, timing has been very expedient, and County Mayor Joe Grandy has been working with town staff to coordinate efforts to seek the no interest loan to help while the town seeks maximum FEMA reimbursement. The estimate received from GRW was submitted as part of the HEAL program. The BMA of course will need to approve this course of action. If approved for the HEAL program, and after FEMA has concluded reimbursement with the town, the second borrower (the town) would have ten (10) years to pay back the loan. It is too early to know what FEMA will reimburse but we are confident that damages sustained and estimates to repair/replace will be eligible for coverage and FEMA will at minimum cover 75%, and the State of Tennessee will cover a minimum of 12.5%. For example, the breakdown is as follows:

Total Estimates (\$):	3,091,000.00
75% FEMA Reimbursement (\$):	2,318,250.00
12.5% State Reimbursement (\$):	386,375.00
Local Fund Responsibility (\$):	386,375.00*
*10 years to pay back or potentially \$38, 637.50/year	

Mayor Grandy and Mitch Meredith are working through Ken Rea with the First Tennessee Development District on the HEAL program application and all documentation has been submitted to TEMA. Washington County should know about the approval by November 15th or sooner. The State Comptroller's Office stated the following about the HEAL program:

“If the County will pass through the proceeds to a municipal government within the county via a form of interlocal agreement (which can be modeled after the loan agreement between the County and TEMA), the municipal government will also need to file the Report on Debt Obligation.”

The statement above is how the county and town will be handling the loan therefore an agreement will be necessary, and the town will be required to file a Report on Debt Obligation with the Comptroller upon receiving loan funds.

Staff is working with our insurance carrier PEP on damages. If the insurance covers any damages, the money received by the town must be reported to FEMA and the amount(s) will be subtracted from any FEMA reimbursements to the town.

Lastly, and to reiterate, the interest free loan to mitigate our infrastructure damages will help minimize impacts on our utilities' cash flow.

RECOMMENDATION:

Approve the Town of Jonesborough being a “Second Borrower” on the pending approval through the County for the HEAL program (loan), as presented.

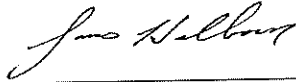
**WASHINGTON COUNTY
HELENE EMERGENCY ASSISTANCE LOAN (HEAL) PROGRAM
COST ESTIMATE
November 1, 2024**

Town of Jonesborough, TN

PROJECT DESCRIPTION	QTY.	Unit	Unit Price	Total	# of Affected Connections
Water Line Repairs					
Arno Road 6" DIP Water Line Replacement	10,000	L.F.	\$150.00	\$ 1,500,000.00	300
AJ Willis Rd 6" DIP Water Line Replacement	5,000	L.F.	\$150.00	\$ 750,000.00	100
Little Germany Road 6" DIP Water Line Replacement	2,000	L.F.	\$150.00	\$ 300,000.00	50
Hwy 81 South 6" DIP Water Line Replacement	300	L.F.	\$150.00	\$ 45,000.00	400
Addition Water Service Infrastructure Repairs (Valves, Meter, Boxes, Etc.)	1	E.A.	\$75,000.00	\$ 75,000.00	
Water Treatment Plant & Intake Repairs					
Clean Out Intake and inspect	1	L.S.	\$40,000.00	\$ 40,000.00	14,500
Repair and Replace 3 High Service Pumps	3	E.A.	\$50,000.00	\$ 150,000.00	14,500
Air Release Valve Replacement	1	E.A.	\$10,000.00	\$ 10,000.00	14,500
Extra Chemicals	1	L.S.	\$36,000.00	\$ 36,000.00	14,500
Chemical Mixer Replacement	1	E.A.	\$15,000.00	\$ 15,000.00	14,500
Debris Removal	1	L.S.	\$20,000.00	\$ 20,000.00	14,500
Wastewater Infrastructure Repairs	1	L.S.	\$150,000.00	\$ 150,000.00	10,000
Total Estimated Construction Cost				\$ 3,091,000.00	

TOTAL ESTIMATED PROJECT COSTS

This cost estimate was prepared by Jim Hilborn, P.E. of GRW Engineers, Inc.



Jim Hilborn, P.E.
GRW Engineers, Inc.
Tennessee License No. 16514

Helene Emergency Assistance Loan Program

Gov. Bill Lee announced the HEAL program, a \$100 million fund to directly serve the health and wellness of Tennesseans in the aftermath of Hurricane Helene. The fund will provide no-interest loans to eligible counties who have been impacted by Tropical Storm Helene. Of the total amount, up to \$35 million is to be used for water and wastewater infrastructure repair and \$65 million is to be allocated for debris management across eligible counties. Counties eligible for assistance include **Carter, Claiborne, Cocke, Grainger, Greene, Hamblen, Hawkins, Jefferson, Johnson, Sullivan, Unicoi, and Washington.**

General Information

What is the Helene Emergency Assistance Loan (HEAL) Program?

Gov. Bill Lee announced the HEAL program, a \$100 million fund to directly serve the health and wellbeing of Tennesseans in the aftermath of Hurricane Helene. The fund will provide no-interest loans to eligible counties who have been impacted by Tropical Storm Helene. Of the total amount, up to \$35 million is to be used for water and wastewater infrastructure repair and \$65 million is to be allocated for debris management across eligible counties. Counties eligible for assistance include Carter, Claiborne, Cocke, Grainger, Greene, Hamblen, Hawkins, Jefferson, Johnson, Sullivan, Unicoi, and Washington.

Why was the HEAL Program created?

Due to the damage from Tropical Storm Helene, local jurisdictions have incurred significant costs that they are unable to cover while waiting for FEMA reimbursement. The HEAL Program was created to allow impacted counties access to immediate cash flow to begin repairs to their water and wastewater infrastructure and to remove hazardous debris.

Why a loan and not a grant?

The HEAL Program is a loan program to avoid duplication of benefits and for the impacted counties to be able to recoup the maximum amount of FEMA Public Assistance funds.

Eligibility and Application Process

Who is eligible to apply for the HEAL Program?

1. Eligibility for water and wastewater repairs

Carter, Claiborne, Cocke, Grainger, Greene, Hamblen, Hawkins, Jefferson, Johnson, Sullivan, Unicoi, and **Washington** Counties are eligible to apply for a no-interest loan for damaged water and wastewater facilities. Prioritization for loans specific to water and wastewater will be dependent on the number of connections in the County that were impacted.

2. Eligibility for debris management

Carter, Claiborne, Cocke, Grainger, Greene, Hawkins, Johnson, and Unicoi Counties are designated as economically “distressed” or “at-risk” according to the Tennessee Department of Economic and Community Development and are eligible for a no-interest loan for the removal and disposal of hazardous debris. Available loan funds will be divided equally among the eligible counties.

Can municipalities and utility companies within the eligible counties access HEAL Loans?

Yes. While **municipalities** and **utility companies cannot apply** directly to TEMA for loan relief, **those jurisdictions may coordinate with their counties to receive a portion of the loan funds.** Counties may relend HEAL loan funds to (1) municipalities for hazardous debris management and (2) publicly and privately operated utility companies to repair water and wastewater systems. These “Second Borrowers” would be subject to the same terms and conditions as the counties, including the obligation to seek maximum FEMA reimbursement.

How do I apply for the HEAL Program?

Eligible counties will develop a work plan, which includes a project scope of eligible work, to be submitted to TEMA. Counties applying for these loan funds must also submit supporting documentation, which includes a report from an insurance adjustor or other certified professional cost estimator, as well as certification that the estimated cost directly corresponds to the repair of damage caused by Tropical Storm Helene.

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

DATE: November 12, 2024 **AGENDA ITEM #:** 7-C-1

SUBJECT: Special Event Request – Fan Fest on Main (from JAMSA)

BACKGROUND:

JAMSA representatives Cody Armstrong and Janett Gaines have submitted a Special Event Application for the "Fan Fest on Main" event scheduled for Saturday, January 18, 2025, from 11:00 AM to 6:00 PM. The purpose of the event is to bring family traffic and revenue to Jonesborough during a slow week of the New Year. The event is family friendly bringing celebrities, costume characters photo-ops, celebrity cars and more. There are 200-400 estimated to attend. The anticipated vendors are 2-3 food trucks, West Virginia or Tennessee Ghost Busters (Ghost Corps, Sony Pictures), comic book/pin exchange, licensed collectibles, and 5-10 celebrity guests.

Road closure is requested for the day of the event from 10:30 AM to 6:30 PM, from Fox Street to Second Avenue.

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

RECOMMENDATION:

Approve the Special Event Permit for Fan Fest on Main to be held on Saturday, January 18, 2025, from 11:00 AM to 6:00 PM, including scheduled 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 Cody Armstrong & Janett Gains 10-8-24
Address 137 E MAIN ST, Jonesborough, TN 37659
Phone 423-930-7150 Fax N/A
Email firstclassfloraldesign@gmail.com

Instructions:

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

Sponsoring Organization Information:

Name Jonesborough Area Merchants And Services Association (JAMSA)

Purpose To bring family traffic and revenue to Jonesborough during a slow week of the New year

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 Fan Fest on Main

Description & Purpose of Event A family friendly event, Bringing celebrities, for meet and greets and Public Forums, costume characters photo-ops, celebrity cars and more to enrich the local economy and illuminate the winter Day

Dates and hours of event Sat. January 18 ^{11-6p} Estimated number expected to attend 200
10400

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

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

Required Exhibits to Application

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

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

Request for Services from the Town of Jonesborough

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

Police and Security _____ Refuse Collection
_____ Street Cleaning _____ Event Preparation/Beautification
_____ Signage _____ Parking
 Use of facilities – Facility Story telling Center Ballroom Dates & Hours Jan 18 11-5p
Space and staffing needs Volunteer staff provided by JAMSA
_____ 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: 10-22-24 Signature: [Signature]
Print Name: John Cody Armstrong
Title: JAMSA Treasurer
Witness: Donna Freeman

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: 10-22-24 Signature: [Signature]
Print Name: John Cody Armstrong
Title: JAMSA Treasurer
Witness: Donna Freeman

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 22 day of October, 2024, in the Town of Jonesborough, County of Washington, State of Tennessee

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

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitee

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

Executed on the date first written above

Organization: JAMSA

By: [Signature]

Printed Name: John Cody Armstrong

Title: JAMSA Treasurer

STATE OF TENNESSEE
COUNTY OF WASHINGTON

Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Cody Armstrong, 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 Treasurer (title) of JANSA (organization), and that he/she, as such officer, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing the name of organization by himself/herself as such officer.

WITNESS my hand and seal at office in the State and County aforesaid, this, the 22nd of October, 2024.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



Exhibit 1-13

Fan Fest on Main

Saturday, January 18, 2025

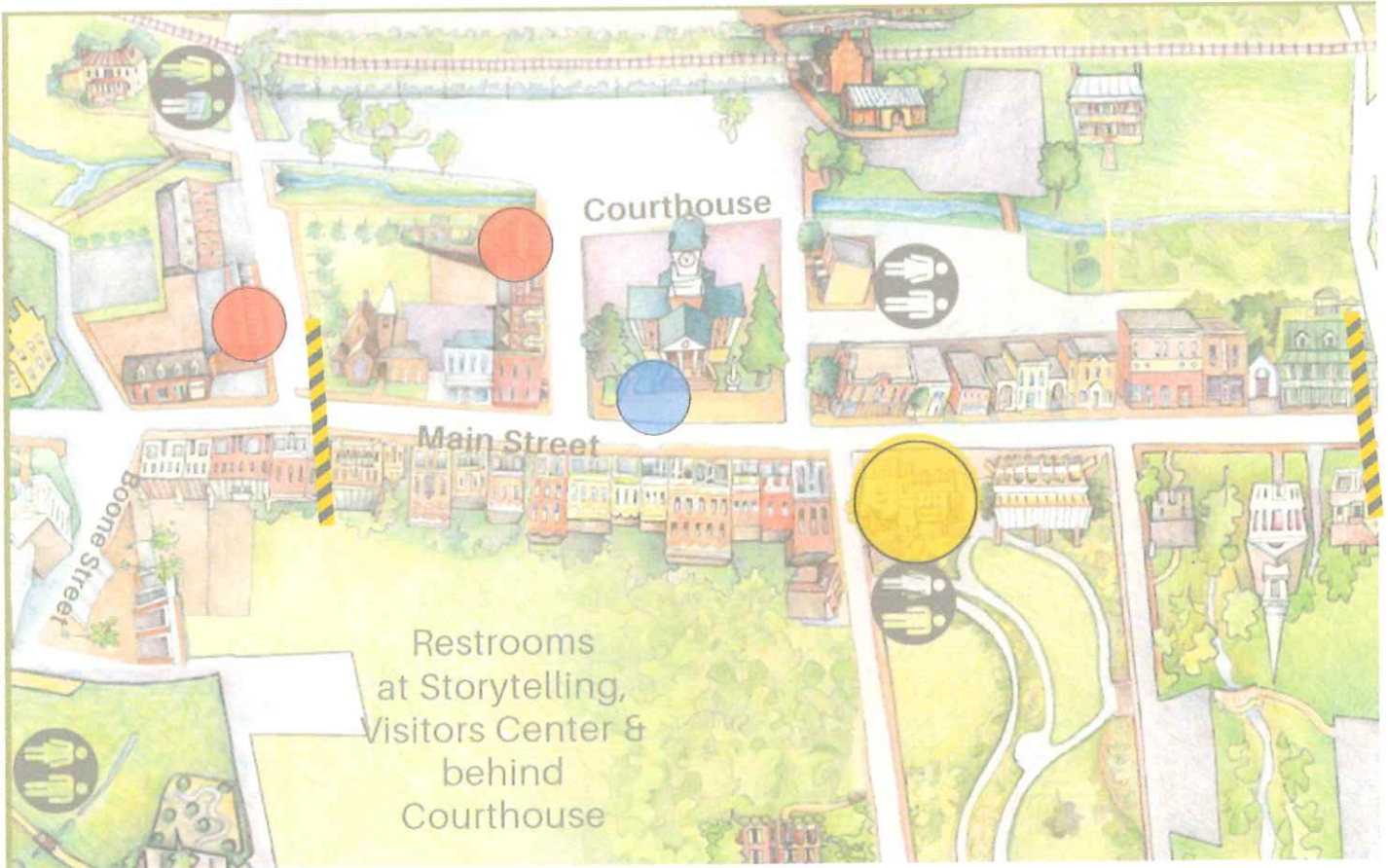
1. Hold Harmless Agreement: signed and completed, see attached
2. List of pre-events and post events: None.
3. Map with City Streets: See Attached
4. Outline of Publicity Plan: JAMSA will provide publicity to all media and Banner to be installed across Boone Street by Foster's Signs
5. Security Plan: Police Presence is requested to ensure Pedestrian Safety
6. Emergency Plan: The Officer on Duty will be notified immediately of any emergency AND will also have the phone numbers of the organizer(s)
7. Event Sponsors List: JAMSA
8. Proof of your Liability Insurance: See attached.
9. Anticipated Vendors and concession booth list: 2-3 food trucks, West Virginia or Tennessee Ghost Busters (Ghost Corps, Sony Pictures), 2-5 vendors (to include, comic book/ pin exchange, licensed collectibles), and 5 to 10 Celebrity Guests.
10. A list of physical services: None
11. Cleanup Plan: JAMSA members and volunteers responsible for cleanup.

12. Street Closure Request: Requested time, date, and location
10:30am -6:30pm on Saturday January 18, 2025 from Fox St. to Second Ave.

13. Request for Services from the Town of Jonesborough:

Police and Security: As Before mentioned, Police Presence is requested for pedestrian safety and street closure, Jan 18, 2025, see attached.

Use of Facility- Ballroom at International Storytelling Center from 10:30a-6:30pm January 18, 2025. Staff will be JAMSA Volunteers. Requested for Celebrity meet and greets and celebrity forums.



Map Key



Street Closure Requested at Fox St and Second Ave, see attached



Location for Vendors and Celebrity Guests



Participating Restaurants



Ticket Pick up Location



JONEARE-01

TIFFT

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 10/16/2024

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.

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.

PRODUCER: Widener Insurance Agency Inc. 607 Baxter Street Johnson City, TN 37601
CONTACT NAME:
PHONE (A/C, No, Ext): (423) 926-7151
FAX (A/C, No): (423) 926-1825
E-MAIL ADDRESS: sandrad@widenerins.com
INSURER(S) AFFORDING COVERAGE: INSURER A: Auto Owners Insurance NAIC #: 18988
INSURED: Jonesborough Area Merchants PO Box 695 Jonesborough, TN 37659

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL SUBR INSD, WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Umbrella Liab, and Workers Compensation.

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

The Town of Jonesborough is an additional insured in regard to the General Liability

Fan Fest on Main. January 18, 2025.

CERTIFICATE HOLDER CANCELLATION

CERTIFICATE HOLDER: Town of Jonesborough 123 Boone Street Jonesborough, TN 37659

CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: [Signature]

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

DATE: November 12, 2024 **AGENDA ITEM #:** 7-C-2

SUBJECT: Special Event Request – Winter Fest Jonesborough Locally Grown

BACKGROUND:

Jonesborough Locally Grown (JLG) received approval for their Special Event Permit Application on March 11, 2024, to hold their annual Winter Farmers Market. The market is held outside Boone Street Market.

JLG is requesting to add one more date, November 23, 2024, to the permit. The November approved dates were November 2, 9, 16.

This requires that eight spaces in front of Boone Street Market be reserved on that event day and the request is for approval to place no parking signs on Friday evening in those spaces. Spaces will be used from 8:00am to 1:00pm.

The Hold Harmless Agreement and Proof of Insurance for each special event have been received.

RECOMMENDATION:

Approve the amended Special Event Permit Application for the Winter Farmers Market to add November 23, 2024, to the previously approved dates for the special event, as presented.

Town Of Jonesborough, Tennessee

Special Event Permit Application

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

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

Person(s) completing Application _____ Date _____
Name Lori Powell 2/6/24
Address 101 Boone St.
Jonesborough, TN 37659
Phone 267 797 6020 Fax _____
Email lori@jonesboroughlocallygrows.org

Instructions:

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

Sponsoring Organization Information:

Name Jonesborough Locally Grown aka Jonesborough Farmers Market

Purpose connect farmers, food and the community to grow
a vibrant local food system through
Jonesborough Farmers Market and Boone
Street Market.

Is this a recurring Special Event? Yes No

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

1st 3 Saturdays in November and December. 3rd Saturday of
the month in Jan, Feb, March and April. Dates 11/2, 11/9, 11/16,
12/7, 12/14, 12/21, 1/18, 2/15, 3/15, 4/19/25 Setup at 8am, take
down by 1pm operational hours 9-12. *SEE NOTE BELOW

Event Information:

Name of Event Winter Market

Description & Purpose of Event provide an opportunity for vendors to sell
farm and homemade products directly to consumer - located outside
Boone street market to help drive traffic to the store

Dates and hours of event 11/2, 11/9, 11/16, 12/7, 12/14, 12/21
1/18, 2/15, 3/15, 4/19 Estimated number expected to attend 50
8am-1pm each weekend.

Estimated number of town citizens expected to either participate in and/or view the event 50

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

**JLG has requested to add November 23, 2024 to the permit application. BMA previously approved the Special Event Permit Application on March 11, 2024.*

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 _____
- Space and staffing needs _____
- Communications and/or publicity
- Refuse Collection
- Event Preparation/Beautification
- Parking
- Dates & Hours _____

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

Acknowledgement of receipt of Chapter 10 of the Jonesborough Municipal Code

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

Date: 2/6/24 Signature: _____
Print Name: Loni Powell
Title: Executive Director

Witness: _____

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

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

Date: 2/6/24 Signature: _____
Print Name: Loni Powell
Title: Executive Director

Witness: _____

Town Of Jonesborough, Tennessee

Special Event Permit Application

EXHIBIT I – Hold Harmless and Indemnity Agreement

This agreement made on the 16 day of February, 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 "indemnatee."

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

SECTION I

Scope of Indemnity

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

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

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

SECTION II

Period Covered

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

SECTION III

Expenses, Attorney's Fees, and Costs

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

SECTION IV

Interest

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

SECTION V

Notice of Claim Against Indemnitor

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

Executed on the date first written above

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

STATE OF TENNESSEE
COUNTY OF WASHINGTON

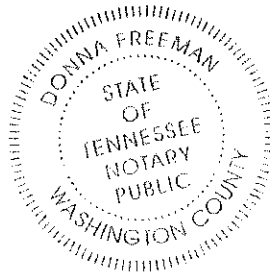
Before me, the undersigned Notary Public in and for the State and County aforesaid, personally appeared Lori Powell, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who upon oath, acknowledged himself/herself to be the Executive Director (title) of Jonesborough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

WITNESS my hand and seal at office in the State and County aforesaid, this, the 6th of February, 20 24.

Donna Freeman
NOTARY PUBLIC

My Commission Expires:

04-29-2026



Required Exhibits to Event Application – Jonesborough Farmers Market Winter 2024-2025

1. Hold Harmless Agreement – included with application
2. Pre-/post-events – n/a
3. Map with city streets:
 - a. Areas requested are the 8 parking spaces in front of Boone Street Market and the plaza area already covered in the BSM lease. Market staff will set out cones after close of business on Friday to block parking spaces. No more than 4 vendors and the information booth will be set up on the sidewalk, unless a car is left overnight and all scheduled vendors show.
4. Outline of publicity plan:
 - a. Weekly emailed newsletter
 - b. Social media posts
5. Security plan – a booth set up will be arranged to allow for at least 5 feet of pedestrian right-of-way; no special assistance requested.
6. Emergency plan:
 - a. First aid kit and a landline/cell phone to contact emergency services will be available inside BSM.
 - b. The event will be cancelled in the event of severe weather.
 - c. In the event of spontaneous severe weather, BSM will be used as an emergency shelter.
7. Event sponsor:
 - a. Jonesborough Locally Grown, 101 Boone St., Jonesborough, TN, 37659
 - b. Lori Powell, Executive Director, 267-797-6020
 - c. Jonesborough Farmers Market message line, 423-753-2401 (checked every few days)
 - d. Boone Street Market, 423-753-4722
8. Proof of liability insurance – attached as Exhibit 8
9. Anticipated vendors and concession booth list – attached as Exhibit 9
10. Physical services provided by town – none; market staff and volunteers will set up any needed equipment and signage
11. Clean-up plans – market staff and volunteers will ensure trash is picked up before leaving the area
12. Street closure request – request permission to place cones on Friday evening in the spaces to be used during the market. Spaces will be used from 8 am to 1 pm on Saturday. Market staff will take care of this.
13. Town services requested:
 - a. Street cleaning – request that the parking spaces be cleaned of any refuse prior to the market on Saturday morning.
 - b. Communications and/or publicity – event details shared by Town’s Website & Marketing Specialist; information dissemination coordinated by market staff.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/11/2023

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

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

PRODUCER Price & Ramey Elizabethton 1524 Bridgewater Lane #101 Kingsport TN 37660	CONTACT NAME: Patrick Aylton PHONE (A/C, No, Ext): (423) 246-6181 FAX (A/C, No): (423) 246-6384 E-MAIL ADDRESS: pdaylton@priceramey.com														
INSURED Jonesborough Locally Grown, DBA: Boone Street Market 101 Boone Street Jonesborough TN 37659-1301	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> </thead> <tbody> <tr> <td>INSURER A: Auto Owners Insurance Co.</td> <td style="text-align: center;">18988</td> </tr> <tr> <td>INSURER B: Accident Fund Insurance</td> <td style="text-align: center;">10166</td> </tr> <tr> <td>INSURER C: U.S. Liability Insurance Group</td> <td></td> </tr> <tr> <td>INSURER D:</td> <td></td> </tr> <tr> <td>INSURER E:</td> <td></td> </tr> <tr> <td>INSURER F:</td> <td></td> </tr> </tbody> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A: Auto Owners Insurance Co.	18988	INSURER B: Accident Fund Insurance	10166	INSURER C: U.S. Liability Insurance Group		INSURER D:		INSURER E:		INSURER F:	
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INSURER F:															

COVERAGES **CERTIFICATE NUMBER: CL2312510981** **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS								
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		5003453800	10/28/2023	10/28/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 Damage to Rental Premises \$ 300,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$								
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$								
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	WCP100031217	6/27/2023	6/27/2024	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">PER STATUTE</th> <th style="width: 50%;">OTH-ER</th> </tr> </thead> <tbody> <tr> <td>E.L. EACH ACCIDENT</td> <td>\$ 500,000</td> </tr> <tr> <td>E.L. DISEASE - EA EMPLOYEE</td> <td>\$ 500,000</td> </tr> <tr> <td>E.L. DISEASE - POLICY LIMIT</td> <td>\$ 500,000</td> </tr> </tbody> </table>	PER STATUTE	OTH-ER	E.L. EACH ACCIDENT	\$ 500,000	E.L. DISEASE - EA EMPLOYEE	\$ 500,000	E.L. DISEASE - POLICY LIMIT	\$ 500,000
PER STATUTE	OTH-ER														
E.L. EACH ACCIDENT	\$ 500,000														
E.L. DISEASE - EA EMPLOYEE	\$ 500,000														
E.L. DISEASE - POLICY LIMIT	\$ 500,000														
C	Directors & Officers			NDO2556800	8/22/2023	8/22/2024	Per Claim \$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 Linda Nichols/PDAOLD
---	--

EXHIBIT 9 Anticipated Vendors

*These vendors participated in the 2023-24 market. A similar list is expected for 2024-2025

- Sentelle's Homemade Sausage – Jimmy and Minnie Sentelle
- SLAP Farms – Tim Spann and Jay Thayer
- Hope Farms and Studio – Steve Mallory and Becky Hope
- Marla's Bee Happy Apiary – Marla Merrick
- Rosey's Apiaries- Tim Hayes
- Serenity Knoll Farm – David Wiley
- Three Sisters Conservers - Rhonda Yates
- Hartman Farms - Tiffany Hartman
- Southern Comfort Embroidery - Carol Graves
- Rogue Harbor Farm - Linda and Aubrey Raper
- Green Pasture Farm - Merle Stoltzfus
- Sticky Paws Bakery - Betty Jo Bailey
- A Different Chick Farm & Orchard - Tiffany Stanley
- Uncle Joe's Balms - Joseph Little
- Doe River Fungi - Bryce Callahan
- Fox and Ivy Design – Dianne and Michael Watson

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

DATE: November 12, 2024 AGENDA ITEM #: 7-D-1

SUBJECT: Approval of Bid – First Frontier Trail

BACKGROUND:

The first phase of the First Frontier Trail was sent out for bids after the Engineer completed the plans. A pre-bid construction meeting was advertised at Town Hall for October 22, 2024. Three contractors were present for this meeting.

The bids were publicly opened on November 1, 2024, at 2:00 P.M. Finance Director Janet Jennings conducted the bid opening. Craig Ford, Malcolm Highsmith, and Allen Hicks were also present at the bid opening. The Town received three sealed bids and all three contractors were present for the bid opening.

The bids were as follows:

1. Precision Concrete Finishing - \$424,026.25
2. GCE Construction - \$514,203.00
3. Complete Construction - \$559,150.00

The low bidder Precision Concrete Finishing is highly recommended for their concrete work.

The **source of funding** is from the Direct Appropriation Grant in the amount of 2.4 million for Phase 1 of the First Frontier Trail that was received through the Governor's Office via TDEC. The town has already received said funds.

RECOMMENDATION:

Approve awarding the bid to Precision Concrete Finishing at the low bid amount of \$424,026.25 and approve town staff to negotiate with the low bidder in any area where cost savings can be realized.

BID OPENING FOR:

First Frontier Sidewalk Construction

DATE: Friday, November 1, 2024

BIDS RECEIVED FROM	AMOUNT
Precision Concrete Finishing	\$424,026.25
GCE Construction	514,203.00
Complete Construction Management	559,150.00

THOSE IN ATTENDANCE:

Tash Russell Complete Construction Management
Ryan Jackson GCE Construction
Cindy Jones Town of Jonesborough
Allen Hicks Town of Jonesborough
Janet Jennings Town of Jonesborough
Marian Hillborn Town of Jonesborough

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – FIRST FRONTIER SIDEWALK CONSTRUCTION

November 01, 2024

MAIN STREET:

SIDEWALK CONSTRUCTION PREPARATION \$ 75,474

CONCRETE POUR \$ 111,414

CURB POUR \$ 9468

SIGNS/POSTS/TRUNCATED DOMES/CROSSWALK STRIPING \$ 7450

CONCRETE WALL \$ 14,769.50

TOTAL BID FOR THIS SECTION: \$ 218,575.50

Any Variation to Bid: _____

FOREST DRIVE:

SIDEWALK CONSTRUCTION PREPARATION \$ 27,436.50

CONCRETE POUR \$ 40,501.50

CURB POUR \$ 7866

SIGNS/POSTS/TRUNCATED DOMES/CROSSWALK STRIPING \$ 5250

TOTAL BID FOR THIS SECTION: \$ 81,054

Any Variation to Bid: _____

HEADTOWN ROAD:

SIDEWALK CONSTRUCTION PREPARATION \$ 26,118.75

CONCRETE POUR \$ 38,556.25

CURB POUR \$ Monolithic included in pour

TOTAL BID: \$ 64,674.75

Any Variation to Bid: _____

McCOY/DAY SECTION:

SIDEWALK CONSTRUCTION PREPARATION \$ 24,118.50

CONCRETE POUR \$ 35,603.50

TOTAL BID: \$ 59,722

Any Variation to Bid: _____

TOTAL PROJECT BID 424,026.25\$

COMPANY NAME: Precision Concrete Finishing

REPRESENTATIVE: Brandon Ramsey

ADDRESS: 274 Gammon Springs Rd Bean station, TN 37708

PHONE: 865-850-8990 FAX: _____

EMAIL: Brandon.Ramsey4@icloud.com


SIGNATURE

11-1-2024
DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – FIRST FRONTIER SIDEWALK CONSTRUCTION

November 01, 2024

MAIN STREET:

SIDEWALK CONSTRUCTION PREPARATION \$ 43,900.00

CONCRETE POUR \$ 149,000.00

CURB POUR \$ 7,490.00

SIGNS/POSTS/TRUNCATED DOMES/CROSSWALK STRIPING \$ 15,000.00

CONCRETE WALL \$ 16,100.00

TOTAL BID FOR THIS SECTION: \$ 231,490.00

Any Variation to Bid: N/A

FOREST DRIVE:

SIDEWALK CONSTRUCTION PREPARATION \$ 29,600.00

CONCRETE POUR \$ 56,420.00

CURB POUR \$ 5,990.00

SIGNS/POSTS/TRUNCATED DOMES/CROSSWALK STRIPING \$ 20,413.00

TOTAL BID FOR THIS SECTION: \$ 112,423.00

Any Variation to Bid: N/A

HEADTOWN ROAD:

SIDEWALK CONSTRUCTION PREPARATION \$ 28,920.00

CONCRETE POUR \$ 54,640.00

CURB POUR \$ 8,100

TOTAL BID: \$ 91,660

Any Variation to Bid: N/A

McCOY/DAY SECTION:

SIDEWALK CONSTRUCTION PREPARATION \$ 29,500.00

CONCRETE POUR \$ 49,130.00

TOTAL BID: \$ 78,630.00

Any Variation to Bid: N/A

TOTAL PROJECT BID \$514,203.00

COMPANY NAME: GCE Construction

REPRESENTATIVE: Timothy Gaylor

ADDRESS: P.O. Box 177, LaFollette, TN 37766

PHONE: (423) 201-9836 FAX: (423) 374-1223

EMAIL: Info@gceco.net


SIGNATURE

11/1/2024
DATE

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: NA

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM – FIRST FRONTIER SIDEWALK CONSTRUCTION

November 01, 2024

MAIN STREET:

SIDEWALK CONSTRUCTION PREPARATION \$ 95,000.00

CONCRETE POUR \$ 128,500.00

CURB POUR \$ 3750.00

SIGNS/POSTS/TRUNCATED DOMES/CROSSWALK STRIPING \$ 5000.00

CONCRETE WALL \$ 24,500.00

TOTAL BID FOR THIS SECTION: \$ 256,750.00

Any Variation to Bid: _____

FOREST DRIVE:

SIDEWALK CONSTRUCTION PREPARATION \$ 35,000.00

CONCRETE POUR \$ 55,000.00

CURB POUR \$ 3750.00

SIGNS/POSTS/TRUNCATED DOMES/CROSSWALK STRIPING \$ 5650.00

TOTAL BID FOR THIS SECTION: \$ 99,400.00

Any Variation to Bid: _____

HEADTOWN ROAD:

SIDEWALK CONSTRUCTION PREPARATION \$ 50,000.⁰⁰

CONCRETE POUR \$ 52,750.⁰⁰

CURB POUR \$ 4500.⁰⁰

TOTAL BID: \$ 107,250.⁰⁰

Any Variation to Bid: _____

McCOY/DAY SECTION:

SIDEWALK CONSTRUCTION PREPARATION \$ 38,500.⁰⁰

CONCRETE POUR \$ 52,750.⁰⁰

TOTAL BID: \$ 95,750.⁰⁰

Any Variation to Bid: _____

TOTAL PROJECT BID \$ \$559,150.⁰⁰

COMPANY NAME: Complete Construction Management

REPRESENTATIVE: Josh Russell

ADDRESS: 2120 S. Economy Rd, Morristown TN 37813

PHONE: (423) 312-1179 FAX: _____

EMAIL: Russell@completeconstructionmngmt.com

Josh Russell SIGNATURE DATE 10-30-24

BID NOT VALID UNLESS SIGNED BY BIDDER

List Subcontractors, if any: _____

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

DATE: November 12, 2024 AGENDA ITEM #: 7-D-2

SUBJECT: Approval of Bids – Landscape Maintenance for the 2025 Season

BACKGROUND:

This year, we opted to bid out the landscape contract in the fall rather than waiting until late spring. Contractors had shared with us that spring bidding often conflicts with their pre-booked schedules, making it difficult for them to fit us in. By bidding earlier, we've allowed more flexibility for contractors, ensuring we receive competitive bids and quality service availability. This approach also enables us to better plan for the fiscal impact of the contract as we prepare for the upcoming budget cycle. Furthermore, contractors were able to observe our locations under good maintenance conditions. Please note a landscaping cycle is considered one month. A total of 17 locations were included in the bid process; however, only 10 are being awarded. All other locations will be maintained by Parks and Recreation staff.

Parks and Recreation Director Chris Kudera has provided a detailed memorandum regarding the Landscape Maintenance Bid Recommendation. The bids were publicly opened at Town Hall on Monday, November 4, 2024, at 11:00 AM. A total of 4 businesses submitted bids. Chris Kudera, Matt Townsend, Nick Bogle, and Lauren Little worked together on a price comparison, and are recommending 2 vendors for the 2025 landscaping contract.

Parks and Recreation Director Chris Kudera recommends awarding the bids as follows and for the contractor to begin on Tuesday, April 1, 2025.

Gardner's and Co LLC

Medians on Highway 11E - \$2,251
Mill Spring Park - \$245
McKinney Center/Booker T. Washington School - \$400
Jonesborough Visitor's Center/Town Hall - \$1,298
Senior Center/Lincoln Park - \$1,647
Jonesborough School/Tiger Park - \$2,899
Total Per Month to Gardner's and Co LLC - \$8,470

Kinch's Lawncare

Wetlands Water Park - \$1050
Persimmon Ridge Park - \$325
Barkley Creek Park - \$550
W.C. Rowe Park/Chuckey Depot/Depot Walkway - \$775

Total Per Month to Kinch's Lawncare - \$2700

Total Per Month for Landscaping- \$11,170.00

At three (3) **months**, this would be a total for the spring 2024-2025 fiscal year of \$33,510.

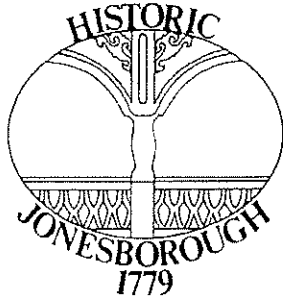
At five (5) **months**, this would be a total for the fall of 2025-2026 fiscal year of \$55,850.

For the entirety of the landscaping **year**, the total will equal \$89,360.00.

By comparison, the town contracted with on contractor for Wetlands Water Park, Highway 11-E Medians, Visitors Center/Town Hall, Senior Center, Lincoln Park, and the new School/Tiger Park for a total of \$81,250.00 for 9 months of services.

RECOMMENDATION:

Approve awarding the 2025 landscape bids as shown above, and as presented.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Board of Mayor and Alderman

Date: 11/6/24

Re: Recommendation of landscaping bids for 2025 landscaping season

BACKGROUND:

We recently completed the bidding process for the 2025 landscaping contract. A total of four businesses submitted bids, which were publicly opened at 11:00 a.m. on Monday, November 4th.

This year, we opted to bid out the contract in the fall rather than waiting until late spring. Contractors had shared with us that spring bidding often conflicts with their pre-booked schedules, making it difficult for them to fit us in. By bidding earlier, we've allowed more flexibility for contractors, ensuring we receive competitive bids and quality service availability. This approach also enables us to better plan for the fiscal impact of the contract as we prepare for the upcoming budget cycle. Please note a landscaping cycle is considered one month.

RECOMMENDATION:

I am recommending awarding the landscaping bids as follows and have the contractors begin on April 1st, 2025.

Garnder's and Co LLC

Medians on Highway 11E - \$2,251

Mill Spring Park - \$245

McKinney Center/Booker T. Washington School - \$400

Jonesborough Visitor's Center/Town Hall - \$1,298
Senior Center/Lincoln Park - \$1,647
Jonesborough School/Tiger Park - \$2,899
Total Per Month to Garnders and Co LLC - \$8,470

Kinch's Lawncare

Wetlands Water Park - \$1050
Persimmon Ridge Park - \$325
Barkley Creek Park - \$550
W.C. Rowe Park/Chuckey Depot/Depot Walkway - \$775
Total Per Month to Kinch's Lawncare - \$2700

Total Per Month for Landscaping- \$11,170

At three (3) **months**, this would be a total for the spring 2024-2025 fiscal year of \$33,510.

At five (5) **months**, this would be a total for the fall of 2025-2026 fiscal year of \$55,850.

For the entirety of the landscaping **year**, the total will equal \$89,360.

Landscaping

	Gardner's & CO LLC	Lawn-Jon Landscape	Kinch's Lawncare	Jones Lawncare		
Wetlands Water Park	1341	995	975	700		
Persimmon Ridge Park	na	600	400	300		
Medians on Highway 11-E	2251	1500		800		
Stage Road Park	1147	1300		600		
Mill Spring Park	245	550		300		
Downtown Courthouse						
Lots/Dogwood Lane	1100	2000	1550	500		
Depot Street Park	na	550		200		
Barkley Creek Park	na	700	550	300		
McKinney Center/Booker T. Washington School	400	700	650	500		
Jonesborough Visitors Center/Town Hall	1298	1500		500		
Jonesborough Seniors Center and Lincon Park	1647	2400	1900	1000		
Golden Oak Park	na	800		300		
Jonesborough School/Tiger Park	2899	4000		na		
Downtown Main Street	286	na		200		
Main Street Downtown	na	1200		combined		
W.C. Rowe Park/Chuckey	880	800	775	500		
Depot Walkway	combined	800	combined	combined		
Weekly Paid	8740		2700			

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

DATE: November 12, 2024 AGENDA ITEM #: 7-D-3

SUBJECT: Approval of Bids – Mowing for the 2025 Season

BACKGROUND:

This year, we opted to bid out the contract in the fall rather than waiting until late spring. Contractors had shared with us that spring bidding often conflicts with their pre-booked schedules, making it difficult for them to fit us in. By bidding earlier, we've allowed more flexibility for contractors, ensuring we receive competitive bids and quality service availability. This approach also enables us to better plan for the fiscal impact of the contract as we prepare for the upcoming budget cycle. Please note a mowing cycle is considered one week.

The 2025 mowing bids were publicly opened at Town Hall on November 4, 2024, at 11:00am. Chris Kudera, Matt Townsend, Nick Bogle, Lauren Little, and Glenn Rosenoff were present. There were 7 vendors who submitted bids.

Upon opening the bids, a price comparison was completed, and staff is recommending 5 vendors for the 2025 mowing contract.

The total weekly mowing cycle will be \$4,647.00, an increase of \$1,247.00 per cycle or roughly a 30% overall increase. Based on 15 weeks of mowing within this fiscal year, the total will be \$69,705.00, an increase from \$51,000.00, and \$78,999.00 for 17 weeks; however, the total costs will be less as we will not be mowing all areas immediately. There are more established grass areas for the 2025 mowing contract year for the new school property (includes non-athletic/athletic fields, Tiger Park, and overall school property) as compared to 2024 thus that location increased between contract years.

If comparing the same areas between 2024 and 2025 calendars for 15 weeks, the cost increased by \$18,705.00.

As follows below is to give a bit more insight into the costs between mowing by "calendar years":

2024 Calendar Year: \$112,200.00

2025 Calendar Year (Proposed): \$148,704.00

Parks and Recreation Director Chris Kudera recommends awarding the bids as follows and for the contractor to begin on Monday, March 24, 2025.

Andrew's Lawncare LLC

Persimmon Ridge Walkway and Five Points - \$187

Waste Water Plant - \$347

Total Mowing Cycle to Andrew's Lawncare LLC - \$534

Lawn-Jon Landscape

Senior Center - \$55

Lincoln Park - \$100

McKinney Center - \$110

Vines Farm - \$60

Town Annex - \$60

Mountain View Estates - \$60

Total Mowing Cycle to Lawn-Jon Landscape - \$445

Jones Lawncare

Wetlands, Persimmon Ridge Park - \$500

Mill Spring Park - \$50

Washington County Courthouse - \$60

Depot St. Park - \$40

Main St. Village - \$40

Barkley Creek - \$50

Library and Visitor's Center - \$95

Town Garage - \$60

Total Mowing Cycle to Jones Lawncare - \$895

Truscapes

11E Medians - \$420

Stage Road Park - \$75

Meadows Subdivision - \$120

Jonesborough Elementary School and Ball Fields- \$1,200

Cemeteries - \$180

Total Mowing Cycle to Truscapes - \$1995

Snapp's Lawncare

Persimmon Ridge Ball Fields - \$389

Tiger Park Athletic Area - \$389

Total Mowing Cycle to Snapp's Lawncare - \$778

Total Per Mowing Cycle - \$4,647

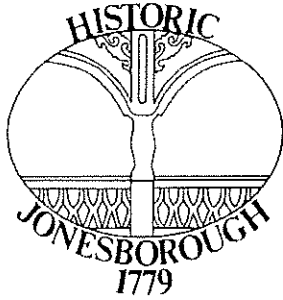
At fifteen (15) weeks, this would be a total for the spring 2024-2025 fiscal year of \$69,705.

At seventeen (17) weeks, this would be a total for the fall of 2025-2026 fiscal year of \$78,999.

Total mowing per calendar year \$148,704.

RECOMMENDATION:

Approve awarding the 2025 mowing bids as shown above, and as presented.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff
From: Christopher Kudera
CC: Board of Mayor and Alderman
Date: 11/6/24
Re: Recommendation of mowing bids for 2025 mowing season

BACKGROUND:

We recently completed the bidding process for the 2025 mowing contract. A total of seven businesses submitted bids, which were publicly opened at 11:00 a.m. on Monday, November 4th.

This year, we opted to bid out the contract in the fall rather than waiting until late spring. Contractors had shared with us that spring bidding often conflicts with their pre-booked schedules, making it difficult for them to fit us in. By bidding earlier, we've allowed more flexibility for contractors, ensuring we receive competitive bids and quality service availability. This approach also enables us to better plan for the fiscal impact of the contract as we prepare for the upcoming budget cycle. Please note a mowing cycle is considered one week.

RECOMMENDATION:

I am recommending awarding the mowing bids as follows and have the contractors begin on Monday, March 24th, 2025.

Andrew's Lawncare LLC

Persimmon Ridge Walkway and Five Points - \$187
Waste Water Plant - \$347
Total Mowing Cycle to Andrew's Lawncare LLC - \$534

Lawn-Jon Landscape

Senior Center - \$55

Lincoln Park - \$100

McKinney Center - \$110

Vines Farm - \$60

Town Annex - \$60

Mountain View Estates - \$60

Total Mowing Cycle to Lawn-Jon Landscape - \$445

Jones Lawncare

Wetlands, Persimmon Ridge Park - \$500

Mill Spring Park - \$50

Washington County Courthouse - \$60

Depot St. Park - \$40

Main St. Village - \$40

Barkley Creek - \$50

Library and Visitor's Center – \$95

Town Garage - \$60

Total Mowing Cycle to Jones Lawncare - \$895

Truscapes

11E Medians - \$420

Stage Road Park - \$75

Meadows Subdivision - \$120

Jonesborough Elementary School and Ball Fields- \$1,200

Cemeteries - \$180

Total Mowing Cycle to Truscapes - \$1995

Snapp's Lawncare

Persimmon Ridge Ball Fields - \$389

Tiger Park Athletic Area - \$389

Total Mowing Cycle to Snapp's Lawncare - \$778

Total Per Mowing Cycle - \$4,647

At fifteen (15) weeks, this would be a total for the spring 2024-2025 fiscal year of \$69,705.

At seventeen (17) weeks, this would be a total for the fall of 2025-2026 fiscal year of \$78,999.

Total mowing per calendar year \$148,704.

Mowing Bids

	Andrew's Lawn Care LLC	Gardner's and Co LLC	Lawn-Jon Landscape	Early's Litter Trash & Junk Removal	Jones Lawncare	Snapp's Lawncare	TruScape
Persimmon Ridge Walkway and Five Points	187		200	2500	200		200
Wetlands Water Park	na		500	1000	200		375
Persimmon Ridge Park Ballfields	277		same	1500	300	389	465
Persimmon Ridge Park	na		same	1500	300		180
Medians on 11-E including Old Boones Creek	677		410	1800	350		420
Senior Citizen Property	87		55	1800	60		85
Lincoln Park	277		100	na	150		210
Stage Road Park	277		75	1800	80		75
Mill Spring Park	67		50	1600	50		65
Downtown Washington County Courthouse Parking Lots/Parson's Table/JUMC Area	187		60	500	60		145
Depot Street Park	67		45	300	40		50
Main Street Villiage	47		45	300	40		50
Old Jonesborough Cemetery	na	385	175	na	175		90
African American Cemetery	na	same	175	na	125		90
Detention Ponds at Mountain View Estates	117		60	na	60		145
Barkley Creek Park/Trail to Chuckey Depot	137		60	200	50		120
McKinney Center/Booker T Washington School	157		110	na	150		120
Meadows Subdivision - All Areas	na		150	4000	200		120

Jonesborough/Washington Co Library/Oak Hill School/Duncan House	na			90	2000	50		145
Vines Farm Park	137		60	4000	100		75	
Visitors Center	na		same	500	45		130	
Jonesborough Garage	127		90	1900	60		145	
Jonesborough School/Non-Athletic Areas	1717		na	2000			750	
Jonesborough School Athletic Area	387		na	2000		389	300	
Jonesborough Middle School	417		na	3000			150	
Town Office Annex	137		60	1306.8	200		200	
Waste Water Facility	347		na	3484.8	300		370	

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

DATE: November 12, 2024 **AGENDA ITEM #:** 7-D-4

SUBJECT: Approval of Bids – Food for Wetlands Water Park 2025 Season

BACKGROUND:

On November 4, 2024, at 11:00 AM, bids were publicly opened at Town Hall for the 2025 Wetlands Water Park food contract. Bids were received from 2 companies, US Foods and Performance Foods. After careful evaluation, Park and Recreation Director Chris Kudera is recommending awarding the contract to US Foods for the upcoming season. A detailed memorandum from Mr. Kudera is attached explaining the evaluation and selection process. The highlights of the information include improved quality, revenue potential, rebate benefits, and the opportunity to work directly with US Foods on a tailored menu.

Both company pricing is compatible overall with the number of individual items we purchase during the season, and both company pricing is subject to change in January 2025. US Foods will work closely with staff to maintain competitive pricing; therefore cafeteria menu pricing will be presented at the January or February BMA meeting. Bidding out earlier has provided us an advantage to monitor food pricing and a stronger and more competitive advantage for food sales in 2025.

RECOMMENDATION:

Approve awarding the food contract bid for the 2025 Wetlands Water Park season to US Foods, as presented.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Board of Mayor and Alderman

Date: 11/6/24

Re: Recommendation for Wetlands Waterpark 2025 Food Supplier

Background

On November 4, 2024, at 11:00 a.m., we received and publicly opened two bids for the 2025 Wetlands Waterpark food contract. Bids were submitted by US Foods and Performance Foods. After careful evaluation, we recommend selecting US Foods as our supplier for the upcoming season.

Bid Review and Quality Concerns

Although US Foods' pricing is higher in certain categories, we believe their product quality will provide a much-improved experience over what we saw with Performance Foods last season, which fell below our standards. This improvement in food quality is likely to enhance customer satisfaction and drive higher concession sales, ultimately leading to increased revenue for Wetlands Waterpark.

Additional Benefits with US Foods

US Foods has also presented us with an attractive rebate program. If we maintain an average spend of \$3,000 per week for 13 weeks, we will receive a \$3,000 rebate at the end of the season. Not only do our food and cleaning supply needs typically meet this threshold, but we can also order Coca-Cola products through US Foods, which will count toward both the Coca-Cola rebate and the US Foods weekly spend requirement (please refer to the Coca-Cola contract memo for more information).

Menu Development Opportunity

US Foods has extended an invitation to Nick Bogle and me to visit their test kitchen in Knoxville, where they will work with us to develop a profitable menu tailored specifically for Wetlands Waterpark. Some of their initial suggestions include funnel fries (funnel cake fries) and BBQ sandwiches, items they believe will resonate well with our visitors.

This collaboration will allow us to optimize menu offerings for both customer appeal and revenue potential. The finalized menu, along with detailed pricing breakdowns showing profit margins per item, will be submitted for your review and approval by the February Board meeting.

Recommendation

Given the improved quality, revenue potential, rebate benefits, and the opportunity to work directly with US Foods on a tailored menu, I recommend that the Board approve US Foods as the 2025 food supplier for Wetlands Waterpark.

TOWN OF JONESBOROUGH
123 Boone Street
Jonesborough, TN 37659
(423) 753-1030 – Fax (423) 753-1074

BID FORM

**WATER PARK – FOOD & JANITORIAL ITEMS
November 4, 2025**

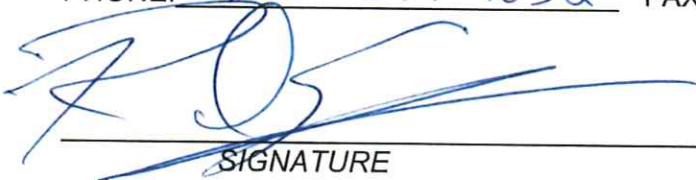
By signing this document, the undersigned hereby agrees to the prices and all other terms and conditions contained in this bid and associated documents relating to this bid and will furnish items as specified if this bid is accepted.

NAME OF FIRM: PFG

REPRESENTATIVE: SHANE SMITH

ADDRESS: 100 Buffalo Road
Johnson City, TN

PHONE: 423-979-1052 FAX: _____


SIGNATURE

10/31/24
DATE

BID MUST BE SIGNED TO BE VALID

2021

ITEM	SIZE	PACK	VARIATION	UNIT PRICE	TOTAL PRICE
Markon Diced Onions	5 lbs.	2 bag/case		\$14.50	\$29.00
Markon Lettuce (Cleaned/Trimmed)	6 heads	1 bag		\$2.00	\$12.00
Packer Tomatoes	5 lbs	1 case	10 LBS		\$24.50
Pepper Packets/Individual	.1 G	6000	3000 PKT	.0053	\$16.00
Salt Packets/Iodized/Individual	.1 G	6000	3000 PKT	.0032	\$9.50
Ketchup/Individual	9 GR	1000		.029	\$29.00
Mayonnaise/Individual	12 GR	200		.135	\$27.00
Mustard/Individual	1/5 oz.	500		.05	\$25.00
Select Hamburger Dill Slices	3.5 gal.	Bucket			\$137.00
Premium Peppers – Jalapeno Slices	1 gal. can	4 cans/case	6 = 10 CANS	\$7.16	\$43.00
Tostitos Round Tortilla Chips	16 oz.	8 bags/case		\$3.19	\$25.50
Cheese Sauce Mild Cheddar	10	6 cans/case		\$8.50	\$51.00
Pam Food Release Spray	17 oz.	6/case		\$5.17	\$31.00
Marinara/individual	60/212	1case	A9956	.71	\$41.00
Corn Oil	1 Gal	6 gal./case		\$13.16	\$79.00
Hot Dog Chili	10	6 can/case		\$4.16	\$25.00
Soup Base Beef Paste	1 lb.	12/case		\$2.37	\$44.00
Smucker's Peanut Butter Jelly Sand. (Frozen)	2.8oz	Case	48 2.6oz 5/5	\$1.25	\$60.00
Soup Base Poultry Paste	1 lb.	12/case	LB 160	\$3.33	\$40.00
Beef Chopped Steak Burgers, Pre- cooked	4 oz.	60/case		\$1.23	\$74.00
Chicken tenders		AL462		.65	\$52.00
Frozen Meats - Chicken Fryz	5 lbs.	3 bags/case	31 LBS		\$102.00

HB336
 CK419
 25246
 JM 784
 JM720
 15354
 FD168
 CVS30
 G5112
 CP740
 PG574
 VS558
~~42108~~
 29316
~~24112~~
 FE332
 15052
 12204
 FM221LG16c
 VM284 +15
 DW300
 26046
 AL462
 EF80

✓

5120

ITEM	SIZE	PACK	VARIATION	UNIT PRICE	TOTAL PRICE
Hot Dog/Weiner, All-meat 10/1 Skinless 6"	1.6 oz.	10lbs.		.20	20.00
American Sliced Cheese	5 lbs.	4/case	120 slices A. L. 015	.16	72.00
Mozzarella Sticks Classic Bat FP	4 lbs.	6/case		.39	234.00
French Fries 3/8 Straight or Krinkle Cut	5 lb.	6 bags/case			342.00
Potato Chips - Regular, BBQ, Others	1 oz.	104 bags/case		.47	48.88
Cheetos Potato Chips - Cheetos Crunchy	1 oz.	104 bags/case		.47	48.88
Super Pretzel - Unsalted- Frozen	5 oz.	100/bag		.57	57.00
Dish Cloths - Waffle Weave	12	Case	5/1248	0.50	60.00
Can Liners 40X46	40-45 gal.	100/case		.50	50.00
8" personal pizza		12/12 Inch		4.58	54.96
Food Trays #100 - 1 lb.	1,000	Case		.03	30.00
ITEM	SIZE	PACK	VARIATION	UNIT PRICE	TOTAL PRICE
Food Trays #50 - 8 oz.	1,000	Case		.025	25.00
Hot Dog Trays - Regular	250/pkg.	12 pkg/case		.25	30.00
Solo Jumbo Straws - 7 3/4"	250 pkg.	50 pkg/case		.39	97.50
Propak Aluminum Foil	500'	1/case			53.00
Propak Deli Paper - 12X10X3/4"	500 pkg.	12 pkg/case		.102	122.40

42850
70956
62978
CF988
7400
FN392
62424
F2022
27000
JN800
W6.02
VJ524
F4353
CA103
EV476
DV568

Propak Film Seal Wrap w/Cutter Box	2,000'	1/case			\$28.00	83228
Georgia Pacific Napkins – Disp. Mornap – 10x 6.5	250/bag	24 bags/case			\$81.00	AK932
Paper Towel Disp. Rolls (Brown)	8X350'	12/case	16/250	.000	\$36.00	DT 261
Toilet Tissue Jumbo 1-Ply	2,100'	12 rolls/case			\$57.00	JD944
Chlorine Bleach	1 gal.	6 gal/case		6.57	\$39.00	13782
Hand Soap w/ dispenser bottle	1 gallon		4/10 GAL	23.75	\$95.00	M7652
409 Spray Cleaner	1-qt spray	6 bottle/case		\$10.00	\$60.00	82044
Glass Cleaner	1 gal.	4 gal/case		12.50	\$50.00	81370
Pine Cleaner (Pine Sol)	1 gal.	4 gal/case		\$7.50	\$30.00	85012
Dawn Dish Detergent	1 gal.	3 gal/case	4/15 GAL	\$23.75	\$95.00	1122
Grill Brick – Soft		20/case	12/20 GAL	\$22.50	\$27.00	13002
6-inch Hot Dog Buns – Frozen	8 count	16/ case	12/12 CT	.36	\$46.00	D1892
Hamburger Buns – Frozen	8 count	12/ case	1207 Pack	.38	\$46.00	58862
Kemps Itti-Bitz Assorted Flavors (Cookie Dough, Neapolitan, Mint Chip, Cotton candy, Cookies N Cream)	24 Pack 5.0 oz Cups	10/case				
ITEM	Size	Pack	Variation	Unit Price	Total Price	
Ice Cream Sandwich	3.5 oz 24 pack	3 packs/case	4/24CT	.52	\$50.00	MP578
Choco Taco	4 oz	24/case	NOT AVAILABLE			
Coca-Cola	5 gal				\$132.00	28372

****If you have additional products you would like considered, please list below. (Specialized or specific foods items) Include product, quantity ship size, unit price & total price.**



wetlands water park

63 products

Created: 10/20/2024 at 9:54:42 AM

Division: KNOXVILLE (2270)

Customer: A VALUED CUSTOMER (21515507)

Unassigned Group (63 products)		Product Description	Brand	On Hand / Order	Pack Size	Case / Each Price
Line #	Product #					
32	7370166	APPETIZER, CHEESE MOZZARELLA STICK BATTERED 2.5 PARCOOKED FROZEN BAG	GOLDEN CRISP		6/2 LB	\$74.00/CS
44	9333394	BASE, BEEF PASTE NO MSG SHELF STABLE JAR SOUP	MOLLY'S KITCHEN		6/1 LB	\$67.44/CS \$14.61/EA
41	1333426	BASE, CHICKEN PASTE NO MSG SHELF STABLE JAR SOUP	MOLLY'S KITCHEN		6/1 LB	\$67.41/CS
40	2956700	BEEF, PATTY GROUND STEAK BURGER 4:1 HOMESTYLE COOKED FROZEN BULK	CATTLEMAN'S SELECTION		40/4 OZ	\$85.15/CS
13	6696848	BLEACH, DISINFECTANT LIQUID JUG CLEAR	MONOGRAM		6/1 GA	\$31.16/CS
22	7359450	BOX, PIZZA 8 B-FLUTE KRAFT/KRAFT CORRUGATED PAPER BOARD	NEMCO		50 EA	\$15.95/CS
1	308306	BROWNIE, CHOCOLATE CARAMEL SALTED NOT ICED 3 OZ SS IW FROZEN	CHEF'S LINE		24/3 OZ	\$43.17/CS
6	2178427	BUN, HAMBURGER WHITE 2.1 OZ 4 SLICED COOKED BAKED FROZEN BAG	HILLTOP HEARTH		8/12/2.1 OZ	\$29.99/CS
7	1054265	BUN, HOT DOG WHITE 6 SLICED COOKED BAKED FROZEN BAG	HILLTOP HEARTH		8/12/1.7 OZ	\$32.98/CS
33	3340510	CHEESE, AMERICAN SLICED 120 COUNT TFF PROCESSED YELLOW REF	GLENVIEW FARMS		4/5 LB	\$76.73/CS \$24.94/EA
37	9508185	CHICKEN, STICK, 3-49 OZ BREADED BREAD MEAT COOKED IQF FROZEN FRY	KOCH		2/5 LB	Call for price
39	324194	CHICKEN, TENDERLOIN BREADED FRITTER HOMESTYLE RANDOM COOKED STRIP IQF FROZE	KOCH		2/5 LB	\$59.90/CS
38	2087421	CHICKEN, TENDERLOIN BREADED FRITTER PANKO MEDIUM RAW SOLUTION ADDED 12% BAG	PATUXENT FARMS PREMIUM		2/5 LB	\$50.34/CS
30	5597604	CHIP, CHEESE CRUNCHY PLAIN SS BAG SNACK	CHEETOS		64/2 OZ	\$49.00/CS
28	9315094	CHIP, POTATO BBQ SS	LAYS		104/1 OZ	\$49.90/CS
24	1045280	CHIP, POTATO KETTLE BBQ HICKORY GLUTEN-FREE SS BAG SHELF STABLE	METRO DELI		60/1.38 OZ	\$36.85/CS
25	1048294	CHIP, POTATO KETTLE DILL PICKLE GLUTEN-FREE SS BAG SHELF STABLE SPICY	METRO DELI		60/1.38 OZ	\$30.88/CS

Line #	Product #	Product Description	Brand	On Hand / Order	Pack Size	Case / Each Price
26	1046459	CHIP, POTATO KETTLE JALAPENO CHEESE CHEDDAR GLUTEN-FREE SS BAG SHELF STABLE	METRO DELI		60/1.38 OZ	\$36.51/CS
27	1042299	CHIP, POTATO KETTLE SEA SALT GLUTEN-FREE SS BAG SHELF STABLE ORIGINAL	METRO DELI		60/1.38 OZ	\$36.85/CS
29	9315128	CHIP, POTATO REGULAR PLAIN SS	LAYS		104/1 OZ	\$49.99/CS
52	5911193	CHIP, TORTILLA CORN ROUND CRISPY SALTED BAG SHELF STABLE	TOSTITOS		8/16 OZ	\$29.00/CS
53	1280494	CHIP, TORTILLA CORN WHITE ROUND CRISPY SUPER GRAB	TOSTITOS		28/3 OZ	\$25.99/CS
10	7945124	CLEANER, ALL-PURPOSE VP4 LIQUID JUG AMBER PINE SCENT	VALU PLUS		4/1 GA	\$37.99/CS
12	5459944	CLEANER, DISINFECTANT LIQUID SPRAY BOTTLE CLEAR FLORAL SCENT RTU RAPID MULT	MONOGRAM / CLEAN FORCE		6/32 OZ	\$73.05/CS
11	7912678	CLEANER, GLASS K42 LIQUID SPRAY BOTTLE BLUE FLORAL SCENT	MONOGRAM / CLEAN FORCE		6/32 OZ	\$47.16/CS
18	3569589	CONTAINER, FOAM 7.25X3 1 CMPT WHITE 2H HINGED LID HOT DOG	MONOGRAM		6/84 EA	\$49.35/CS
2	9815427	COOKIE, DOUBLE CHOCOLATE CHUNK SALTED 3 OZ IW FROZEN	CHEF'S LINE		52/3 OZ	\$60.45/CS
9	4647806	DETERGENT, DISH MANUAL LIQUID BOTTLE BLUE	DAWN		8/38 OZ	\$56.40/CS
14	7803109	FILM, 12X2000' PLASTIC ROLL CUTTER BOX WRAP	VALU PLUS		1 RL	\$20.63/CS
16	5328299	FOIL, ALUMINUM 18X500' STANDARD ROLL CUTTER BOX WRAP	MONOGRAM		1 RL	\$39.95/CS
8	2948859	GRILL BRICK, 4X3.5X8 GLASS DUST SOFT WRAPPED GRIDDLE	MONOGRAM		12/1 EA	\$29.99/CS
34	2336261	HOT DOG, ALL-BEEF 10:1 6 ROLLER GRILL COOKED FROZEN	PATUXENT FARMS		10 LB	\$46.99/CS
35	1399294	HOT DOG, BEEF PORK TURKEY 10:1 6 ROLLER GRILL SKINLESS COOKED ALL-MEAT FRO	PATUXENT FARMS		2/5 LB	\$31.42/CS
36	1330109	HOT DOG, PORK BEEF 8:1 6 ROLLER GRILL COOKED ALL-MEAT FROZEN	PATUXENT FARMS		10 LB	\$33.74/CS
3	8404832	ICE CREAM SANDWICH, VANILLA	BLUE BUNNY		24/6 OZ	\$28.94/CS
4	1258631	ICE CREAM SANDWICH, VANILLA CHIPS GALORE IW	BLUE BUNNY		24/4.5 OZ	\$34.62/CS
57	9329384	KETCHUP, TOMATO FANCY 33% SS FOIL PACKET SHELF STABLE	MONARCH		1000/9 GR	\$31.44/CS
62	5326426	LETTUCE, ICEBERG CLEANED and TRIMMED FRESH REF	CROSS VALLEY FARMS		4/6 EA	\$33.86/CS \$11.00/EA

Line #	Product #	Product Description	Brand	On Hand / Order	Pack Size	Case / Each Price
23	2330413	LINER, 45 GAL 40X48 BLACK 1.5 MIL FLAT PACK LOW DENSITY REPROCESSED CAN	MONOGRAM		100 EA	\$39.90/CS
58	8588531	MAYONNAISE, SS POUCH SHELF STABLE	MONARCH		200/12 GR	\$26.95/CS
56	5329289	MUSTARD, YELLOW SS POUCH	MONARCH		500/5.5 GR	\$33.26/CS
50	3708278	OIL, PAN COATING SOYBEAN OIL BASED AEROSOL SPRAY TFF	MONARCH		6/17 OZ	\$35.80/CS
63	8331399	ONION, YELLOW DICED 1/4 FRESH REF PILLOW PACK	CROSS VALLEY FARMS		4/5 LB	\$35.44/CS \$11.52/EA
54	4261905	PEPPER, JALAPENO SLICED NACHO MILD IN VINEGAR CAN SHELF STABLE	DEL SOL		6/#10 CN	\$39.00/CS
55	2292555	PICKLE, DILL KOSHER CHIP 675-825 COUNT 1/4 REF	SCHWARTZ		2 GA	\$25.33/CS
20	1037096	PIZZA, CHEESE 4 WAY PIZZA SAUCE 8 TRADITIONAL PARCOOKED FROZEN IW	PIZZERIA UNO		20/10 OZ	\$59.18/CS
21	1037104	PIZZA, PEPPERONI PIZZA SAUCE 8 TRADITIONAL PARCOOKED FROZEN IW	PIZZERIA UNO		20/10.3 OZ	\$65.60/CS
31	747410	POTATO, FRENCH-FRY 3/8 STRAIGHT-CUT LINE FLOW FROZEN	VALUE WAY		6/5 LB	\$42.08/CS
42	1010082	SANDWICH, PEANUT BUTTER and JELLY GRAPE CRUSTLESS WHEAT FROZEN IW	SMUCKER'S UNCRUSTABLES		48/2.6 OZ	\$44.91/CS
43	1010083	SANDWICH, PEANUT BUTTER and JELLY STRAWBERRY CRUSTLESS WHEAT FROZEN IW	SMUCKER'S UNCRUSTABLES		48/2.6 OZ	\$46.92/CS
5	5203385	SANDWICH, PIZZA PEPPERONI POCKET BULK IQF FROZEN HOT STIX	HOT POCKETS		48/3 OZ	\$34.70/CS
51	4286258	SAUCE, CHEESE CHEDDAR MILD SHELF STABLE CAN	GEHLS		6/#10 CN	\$59.32/CS
45	2391688	SAUCE, CHILI HOT DOG NO BEAN W/ BEEF TVP TUB FROZEN	SENIOR HOUSER'S		7 LB	\$29.99/CS
46	598509	SAUCE, CHILI HOT DOG W/ BEEF CAN SHELF STABLE	HOME TASTE		6/110 OZ	\$78.55/CS
49	5297460	SAUCE, MARINARA TOMATO SS CUP	HEINZ		60/2 OZ	\$43.12/CS
48	5535678	SAUCE, MARINARA TOMATO SS CUP SHELF STABLE	MONARCH		100/1.5 OZ	\$33.13/CS
47	1328699	SHORTENING, FRYING SOYBEAN LIQUID CLEAR PLASTIC JUG SHELF STABLE OIL	HARVEST VALUE		35 LB	\$34.60/CS
61	6358832	SPICE, PEPPER BLACK .1 GR SS FLAT	MONARCH		6/1000 EA	\$43.55/CS
17	8914897	STRAW, JUMBO 7.75 BLACK WRAPPED CLEAR STANDARD PLASTIC	MONOGRAM		10/500 EA	\$38.40/CS

Line #	Product #	Product Description	Brand	On Hand / Order	Pack Size	Case / Each Price
59	9333022	TOMATO, ROUND 6X6 #1 GRADE FRESH REF 1 LAYER BOX	CROSS VALLEY FARMS		10 LB	\$28.44/CS
60	3209918	TOMATO, ROUND SLICED 1/4 FRESH REF	CROSS VALLEY FARMS		5 LB	\$23.70/CS
19	1712454	TRAY, PAPER BOARD FOOD 1 LB CLAY COATED WHITE and RED PLAID	MONOGRAM		4/250 EA	\$42.79/CS
15	778662	WRAP, 12X10.75 WAX PAPER WHITE INTERFOLD	MONOGRAM		12/500 EA	\$88.22/CS \$9.56/EA

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

DATE: November 12, 2024

AGENDA ITEM #: 7-E

SUBJECT: Wetlands Water Park – 2025 Season

BACKGROUND:

Parks and Recreation Director Chris Kudera has provided a **comprehensive and detailed analysis** via memorandums regarding proposed various pricing changes for the 2025 Wetlands Water Park season. The prices are related to Admissions, Season Passes, and Facility Rentals. Overall, with a consistent increase in costs yearly for labor, materials, maintenance, proposed improvements, etc., modest increases as presented are considered reasonable and very competitive to the region.

Admissions

It is proposed to increase admission prices by \$1.00 for adults, and children/seniors. Adults increase from \$12 to \$13, and children/seniors increase from \$10 to \$11. Despite this increase, our prices will remain competitive within our regional market and provide great value for our visitors. Based on last year's 33,000 visitors to the water park, an increase of \$33,000.00 for the season is projected.

Season Passes

To align season passes pricing more closely with neighboring aquatic facilities and to better support park improvements, a modest increase in season passes pricing and the introduction of a new "Gold Level" season pass option is proposed.

It is proposed to increase season passes by \$10.00 for adults, and children/seniors. Adults increase from \$80 to \$90, and children/seniors increase from \$60 to \$70. Despite this increase, our prices will remain competitive within our regional market and provide great value for our visitors.

It is proposed to introduce a Gold Level Season Pass as follows:

Price: **\$120** for all ages

Includes the following exclusive benefits:

- **Four (4) Bring-a-Friend passes - \$44 value**
- **16oz Wetlands cup** with \$1 refills all season
- **Early Park Access:** 30 minutes before opening (excluding Sundays)

The Gold Level Pass will offer additional perks for frequent visitors, enhancing their experience while providing added value.

Facility Rentals

Considering the high demand and low profit margins for facility rentals held outside of regular business hours, increases in rental fees is proposed as follows:

1. **Monday-Thursday Rentals**

- **2-hour party:** Increase from \$600 to **\$650**
- **3-hour party:** Increase from \$800 to **\$850**

2. **Friday-Sunday Rentals**

- **2-hour party:** Increase from \$600 to **\$700**
- **3-hour party:** Increase from \$800 to **\$900**

3. **Federal Holiday Rentals**

- Limit holiday rentals to **2-hour parties only** with a flat rate of **\$900**.
- This rate adjustment will yield a profit of approximately \$189.50 or 21%, better covering additional holiday wage costs.

RECOMMENDATION:

1. Approve increasing the Admission prices for the season as listed above and as presented.
2. Approve increasing the prices of Season Passes as listed above, including the new Gold Level Pass, as presented.
3. Approve the Facility Rentals price increases as listed above and as presented.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Nick Bogle

Date: 11/4/24

Re: Proposal for Price Adjustment at Wetlands Waterpark Daily Admission

Background:

After thorough discussions and a detailed review of the current financials, Nick and I have prepared a proposal to adjust the prices at Wetlands Waterpark. A full breakdown of the figures supporting this proposal is in the back of your packet for your review. Notably, Wetlands has not seen a price increase for gate entry, season passes, or birthday party packages in over five years. Given the rising costs of maintenance and the need for ongoing improvements, a modest adjustment to our pricing structure is warranted.

Current Attendance and Revenue Insights:

Based on data from Al.Port.com (Cumulus Media proprietary data engine), Wetlands Waterpark welcomed over 33,000 visitors this year. By implementing a \$1 increase in gate admission, we project an additional \$33,000 in revenue annually. This additional funding could be strategically reinvested into the park to upgrade our waterslides, add more seating, and make other valuable improvements.

Proposed Admission Changes:

- **Children/Seniors Admission:** Increase from \$10 to \$11
- **Adult Admission:** Increase from \$12 to \$13

Under the proposed pricing, children under 48 inches tall would continue to receive the children's rate. Those 48 inches and taller would pay the adult rate due to their eligibility to use all water slides.

Definition of a Child for Pricing Purposes:

To clarify, any guest under 48 inches is considered a child and would receive the reduced admission price of \$11. Guests 48 inches and taller, who can enjoy full access to all water slides, would pay the adult rate of \$13.

Recommendation:

I recommend approval of the price increases as presented above. We believe this price adjustment is a necessary and reasonable step to maintain the quality of experience at Wetlands Waterpark. With this additional revenue, we can continue to enhance the park's offerings, ensuring it remains a valued destination for the community.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff
From: Christopher Kudera
CC: Nick Bogle
Date: 11/4/24
Re: Season Pass Price Adjustment Proposal

Background:

To align our pricing more closely with neighboring aquatic facilities and to better support park improvements, we are proposing a modest increase in season pass prices and the introduction of a new "Gold Level" season pass option.

Current Pricing and Sales Data:

Currently, our season passes are priced at \$80 for adults and \$60 for children and seniors. Last season, we sold over 80 adult passes and 110 children/senior passes. In comparison, neighboring aquatic centers are priced as follows:

- **Kingsport:** \$100 for children, \$125 for adults
- **Johnson City:** \$45 monthly pool pass (June-Aug = \$135)
- **Elizabethton:** \$120 for all ages (limit to 40 admissions per, pass per season)

Recommended Adjustments:

1. Standard Season Passes

- **Adult Pass:** Increase from \$80 to **\$90**
- **Children/Senior Pass:** Increase from \$60 to **\$70**

Despite this increase, our prices will remain competitive within our regional market and provide great value for our visitors.

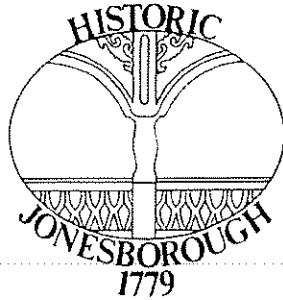
2. Introduction of Gold Level Season Pass

- Price: **\$120** for all ages
- Includes the following exclusive benefits:
 - **Four (4) Bring-a-Friend passes - \$44 value**
 - **16oz Wetlands cup with \$1 refills all season**
 - **Early Park Access:** 30 minutes before opening (excluding Sundays)

The Gold Level pass will offer additional perks for frequent visitors, enhancing their experience while providing added value.

Recommendation:

I recommend raising the price of season passes as listed above. This proposed adjustment allows us to stay competitive with surrounding facilities while generating additional revenue to support park improvements.



TOWN OF JONESBOROUGH

123 Boone Street
Jonesborough, TN, 37659
Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Nick Bogle

Date: 11/4/24

Re: Recommended Price Adjustment for Facility Rentals

Background:

Considering the high demand and low profit margins for facility rentals (referred to as birthday or private parties) held outside of our regular business hours, we are proposing a price increase to ensure financial sustainability and fair compensation for staff time.

As you will find detailed in the back of this packet, the current rates yield minimal profits, especially for holiday bookings. Specifically, a 2-hour party currently costs \$600, yielding a profit margin of \$98, or 16%, while a 3-hour party at \$800 yields a margin of \$159, or 20%, after accounting for lifeguard and slide attendant wages, as well as standard operating expenses.

On holidays, the financial impact is more significant due to time-and-a-half wages for staff, resulting in a loss of \$137.50 (or -23%) for a 2-hour party and \$155 (or -19%) for a 3-hour party.

Despite these challenges, all party slots for the past season were fully booked (except for last-minute cancellations), highlighting high demand.

We aim to raise prices gradually to avoid any shock to the community, especially as rates have remained unchanged for some time. After next

season, we will evaluate the impact of this increase and assess whether further adjustments are needed.

Recommended Pricing Adjustments:

To address the low profit margins, we recommend the following changes:

1. Monday-Thursday Rentals

- **2-hour party:** Increase from \$600 to **\$650**
- **3-hour party:** Increase from \$800 to **\$850**

2. Friday-Sunday Rentals

- **2-hour party:** Increase from \$600 to **\$700**
- **3-hour party:** Increase from \$800 to **\$900**

3. Federal Holiday Rentals

- Limit holiday rentals to **2-hour parties only** with a flat rate of **\$900**.
- This rate adjustment will yield a profit of approximately \$189.50 or 21%, better covering additional holiday wage costs.

Recommendation:

I recommend approval of the price increase as listed above.

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

DATE: November 12, 2024 AGENDA ITEM #: 7-F

SUBJECT: Coca-Cola Contract for Beverage Services

BACKGROUND:

Parks and Recreation Director Chris Kudera has been evaluating the town's beverage services and has provided a detailed memorandum (see attached) with recommendation related to a formal contract with Coca Cola for the following programs and facilities:

- Wetlands Water Park
- Jonesborough Youth Soccer
- Jonesborough Little League
- The Jackson Theatre
- **Upcoming Addition:** Tiger Park Concession Stand

Details within the memorandum highlight information regarding the key terms of the proposed contract including annual sponsorship and rebate program; participating programs and facilities; and expansion opportunities.

Mr. Kudera recommends that the Board approve this five-year contract with Coca-Cola. This agreement provides a stable revenue stream and supports efficient beverage service management across town facilities. The annual sponsorship, rebate program, and expanded vending options will contribute positively to the department's financial health and service quality.

RECOMMENDATION:

Approve this five-year contract with Coca-Cola, as presented.



TOWN OF JONESBOROUGH

123 Boone Street

Jonesborough, TN, 37659

Telephone: 423-753-1030

Memo

To: Glenn Rosenoff

From: Christopher Kudera

CC: Board of Mayor and Alderman

Date: 11/6/24

Re: Recommendation to approve beverage contract with Coca-Cola

Background

The Town of Jonesborough has been partnering informally with Coca-Cola, which currently provides us with fountain machines and coolers at no charge to support our concession operations at multiple facilities. We now can formalize this partnership through a five-year contract that will bring additional financial benefits and establish consistent beverage service across town-operated venues.

Key Terms of the Proposed Contract

Under this five-year agreement, Coca-Cola will provide the Town of Jonesborough with:

- **Annual Sponsorship:** A payment of \$2,000 per year, totaling \$10,000 over the contract term.
- **Rebate Program:** Rebates based on beverage product volume, which will allow us to earn additional funds as orders increase.

Participating Programs and Facilities

To maximize the benefits of this contract, the following programs and facilities have been included:

- Wetlands Waterpark
- Jonesborough Youth Soccer
- Jonesborough Little League

- The Jackson Theatre
- **Upcoming Addition:** Tiger Park Concession Stand

With the addition of Tiger Park Concession Stand, we anticipate further rebate contributions. Additionally, both Jonesborough Youth Soccer and Little League use town-owned fields, and I have instructed these organizations to place beverage orders through Coca-Cola to ensure our rebate benefits from their usage on town property.

Expansion Opportunities

As part of this contract, we are also exploring potential locations around town that could benefit from additional Coca-Cola vending machines. Identifying and installing machines in high-traffic areas will allow us to increase the town's rebate potential and enhance service options for residents and visitors.

Recommendation

I recommend that the Board approve this five-year contract with Coca-Cola. This agreement provides a stable revenue stream and supports efficient beverage service management across town facilities. The annual sponsorship, rebate program, and expanded vending options will contribute positively to our department's financial health and service quality.

**CCBCC OPERATIONS, LLC
CUSTOMER MARKETING AGREEMENT
JONESBOROUGH PARKS AND REC**

THIS CUSTOMER MARKETING AGREEMENT (the “**Agreement**”) is made and entered into as of the 20th day of September, 2024 (the “**Effective Date**”), by and between CCBCC OPERATIONS, LLC (“**CCBCC**”), and JONESBOROUGH PARKS AND REC (“**Customer**”). This agreement will conclude on the 24th day of August, 2029 per the provisions set forth herein.

NOW, THEREFORE, in consideration of the mutual terms, provisions, covenants and agreements set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, CCBCC and Customer hereby agree as follows:

1. Product Sale and Distribution.

- (a) General. During the term of this Agreement, Customer shall (i) merchandise, advertise, display, vend, sell and otherwise distribute, all at retail, (collectively, hereinafter referred to as “**distribute**” or “**distribution**”) sparkling and still non-alcoholic beverages of any kind or form, and all beverage bases from which these can be prepared, including, without limitation, all carbonated soft drinks, noncarbonated drinks, juices and juice drinks, teas and tea drinks, packaged waters, energy drinks, isotonic and sport performance beverages, vitamin/mineral enhanced waters, and nutritional supplement beverages, that are (A) marketed under trademarks or brand names owned or controlled by or licensed for the use of CCBCC or an affiliate thereof and (B) customarily and regularly distributed by CCBCC in the ordinary course under comparable circumstances at the then subject time (the “**Products**”) and (ii) obtain all of its requirements for Products from CCBCC. Customer shall distribute the Products in the manner set forth herein and shall use its best efforts to maximize the sales of, and revenue from, the Products. Such distribution shall be carried out at the locations specified on Exhibit A (the “**Locations**”). The brands and package forms for the Products to be distributed shall be determined by CCBCC in its discretion after consultation with Customer. Sponsor is entering into this Agreement with the understanding that it will have the flexibility to sell a range of Beverage brands and packages that meet consumer demand and maximize sales volume and revenue, and any restriction on Sponsor’s rights to determine brands and package forms, whether as a result of actions or orders by Customer or any third party (including any governmental authority), shall be deemed a material breach of this Agreement.
- (b) Direct Sales Vending Machines. In addition to sales through Vending Machines, Products will also be sold at the Locations through cashier assisted (or comparable) cold cases, kiosks, fountain dispensers, coolers, hawking, vending, shelf displays and other non-vending machine vehicles of distribution (collectively, for convenience of reference, “**Cold Cases**”). Products sold through Cold Cases shall be purchased by Customer from CCBCC as provided herein and resold by Customer only to retail consumers in the ordinary course of Customer’s operations. Once delivered to Customer, any such Products sold to Customer shall become the property of Customer, with Customer having all attendant risk of loss and ownership obligations. Proceeds from the sales of such Products shall be the property of Customer. CCBCC shall sell Products to Customer (in the manner provided herein) in such amounts as are reasonably required by Customer, from time to time, subject to such reasonable caps on such requirements as may be determined, from time to time, by CCBCC, and subject to any and all minimum sale requirements on Exhibit B. CCBCC shall not be liable to Customer for failure to make shipments of Products where such failure is due to any cause or condition beyond the reasonable control of CCBCC.
- (c) Delivered Bottle, Can and Fountain Sales. In addition to sales through Vending Machines, Products will also be sold at the Locations through cashier assisted (or comparable) cold cases, kiosks, fountain dispensers, coolers, hawking, vending, shelf displays and other non-vending machine vehicles of distribution (collectively, for convenience of reference, “**Cold Cases**”). Products sold through Cold Cases shall be purchased by Customer from CCBCC or an Authorized Distributor (as defined below) as provided herein and resold by Customer only to retail consumers in the ordinary course of Customer’s operations. Once delivered to Customer, any such Products sold to Customer shall become the property of Customer, with Customer having all attendant risk of loss and ownership obligations. Proceeds from the sales of such Products shall be the property of Customer. CCBCC shall sell Products to Customer (in the manner provided herein) in such amounts as are reasonably required by Customer, from time to time, subject to such reasonable caps on such requirements as may be determined, from time to time, by CCBCC, and subject to any and all minimum sale requirements on Exhibit B. CCBCC shall not be liable to Customer for failure to make shipments of Products where such failure is due to any cause or condition beyond the reasonable control of CCBCC.
- (d) Minimum Required Sales. CCBCC is entering into this Agreement on the basis that Product sales at the Locations will achieve certain targets. Accordingly, the sales of Products through Full Service Vending Machines and/or to Customer for resale through Direct Sales Vending Machines and Cold Cases shall in no event be less than the minimums set forth on Exhibit B. Failure to achieve those minimums shall constitute an event of Cause hereunder (as defined in Section 9 below) and CCBCC shall be entitled to the remedies set forth in Exhibit B, in addition to any other remedies CCBCC may have hereunder or at law or in equity.

2. **Promotional Recognition.** Customer hereby grants to CCBCC (and the Products) promotional recognition and the right to promote (and the cooperation and active involvement of Customer in promoting) CCBCC and the Products in connection with Customer, the Locations and any activities, functions and event venues operating under the auspices of Customer (“**Related Activities**”). Promotional recognition benefits include, without limitation, those set forth on **Exhibit A**. CCBCC shall have the right to use any trademark, trade name, service mark, design, logo, slogan, symbol, mascot, character, identification, or other proprietary design now or in the future owned, licensed, or otherwise controlled by Customer (collectively, the “**Customer Marks**”) on a royalty-free basis during the Term (as defined below). Without limiting the generality of the foregoing, CCBCC shall submit to Customer, and Customer shall have the right to approve within ten (10) days of receipt from CCBCC, which approval shall not be unreasonably withheld, conditioned or delayed, (i) any concept for any promotional activity undertaken by CCBCC hereunder with respect to Customer or any Location or Related Activity and (ii) any artwork or other items created by CCBCC that incorporate any Customer Marks for use in any such promotional activity. In the event that Customer fails to provide any response to CCBCC within such ten (10) day period, such submission shall be deemed approved by Customer. CCBCC shall have access to the Locations and any Related Activities at all reasonable times for any appropriate purposes hereunder and, with respect to promotions, agrees to comply with any reasonable requirements of Customer regarding operation, placement, set-up and tear-down of CCBCC’s promotional materials.
3. **Exclusivity.** In consideration for, and as a material inducement to, CCBCC entering into this Agreement, Customer expressly agrees that, during the Term, Customer shall not (i) distribute, or allow any others to distribute, to any person in any manner, for compensation or otherwise, directly or indirectly, any products or supplies on or at the Locations or any Related Activities that are similar to, the same as or comparable to or compete with the Products (“**Competing Products**”) or (ii) grant any similar marketing or sponsorship recognition to any Competing Products (or any distributor of Competing Products). In the event that any third party attempts, without CCBCC’s prior written consent, to distribute any Competing Product at the Locations or any Related Activities or to associate any Competing Product with Customer, or to suggest that a Competing Product is endorsed by, or associated with, Customer, then Customer will promptly take any steps necessary to stop and prevent such actions and to protect the exclusive rights granted to CCBCC under this Agreement.
4. **Payments; Rebates.** During the Initial Term (as defined in Section 9 below) of this Agreement, provided that Customer is in continuous compliance hereunder, CCBCC shall pay to Customer the payments (“**Payments**”) and/or rebates as set forth on **Exhibit A**. In the event of a breach of this Agreement by Customer, (i) CCBCC shall be under no obligation to make any additional Payment or rebate payments to Customer after the date of such breach, and (ii) Customer shall promptly refund to CCBCC all unearned initial and annual Payments paid by CCBCC prior to such breach based on the pro-rated portion of such fees allocable to the period from the date of the breach to the end of the applicable period for which such fees had been provided.
5. **Product Support.** During the Initial Term of this Agreement, provided that Customer is in continuous compliance hereunder, CCBCC shall, at no cost to Customer, provide Product support (the “**Product Support**”) each Agreement Year in the amount set forth on **Exhibit A**; provided, however, that CCBCC shall not be liable to Customer for failure to provide such Product Support where such failure is due to any cause or condition beyond the reasonable control of CCBCC. Customer shall request Product Support in writing at least fourteen (14) days prior to the desired delivery date, and any such requests shall be for an amount of Product that is equal to or greater than twenty (20) cases. For the avoidance of doubt, if, with respect to any Agreement Year during the Initial Term, Customer fails to request all of the Product Support available for such year, the amount of any Product Support not requested by Customer shall not carry over to the next Agreement Year nor shall Customer be entitled to receive any compensation from CCBCC with respect thereto. Customer shall not, and shall not permit others to, resell any Product provided by CCBCC to Customer pursuant to this Section 6. If, with respect to any Agreement Year during the Initial Term of this Agreement, Customer requires Product Support in excess of the amount set forth on **Exhibit A**, CCBCC shall provide such additional Products to Customer; provided, however, that Customer shall purchase such Products from CCBCC at the then-current prices for the Products.
6. **Prices and Commission.**
- (a) **Product Prices.** Subject to Sections Concessionaires and Purchases from Food Service Distributors, CCBCC agrees to sell to Customer Products for resale by Customer through Direct Sales Vending Machines and Cold Cases, in accordance with CCBCC’s trade letter pricing in effect from time to time, during the period in which Customer is in full compliance with the terms and conditions of this Agreement.
7. **Equipment.**
- (a) **General.** CCBCC shall provide and install all Vending Machines, Cold Cases and other equipment necessary and appropriate (as determined by CCBCC in its sole discretion) to distribute the Products at the Locations. Those Vending Machines, along with any Cold Cases and other equipment, if any, provided by CCBCC to Customer (in CCBCC’s sole discretion) to assist Customer in Cold Case distribution, are referred to collectively as the “**Equipment**”. The initial Equipment at the Effective Date consists of those items set forth on **Exhibit C**. All Equipment is and shall remain the property of CCBCC at all times. Customer shall take no action inconsistent with

such ownership and shall cooperate with CCBCC in preserving and evidencing the same, including execution, delivery and filing of financing statements and other documents, as CCBCC may require. Customer agrees that it will (i) maintain a safe environment at the Locations, so as to protect the Equipment from theft and vandalism and (ii) reimburse CCBCC for any loss or damage to any Equipment, other than reasonable wear and tear or loss or damage caused by CCBCC. Customer will not encumber the Equipment in any manner or permit any attachment thereto. No logo, trademark, advertisement or other indication of CCBCC's ownership of the Equipment shall be obstructed, defaced or removed, and no logo, trademark or advertisement other than those of or related to CCBCC or the Products shall be attached to the Equipment. The Equipment shall be used exclusively to merchandise Products and shall not be used for any other purpose, including the storage or merchandising of any other products. Upon expiration or termination of this agreement, Customer shall immediately return all Equipment or other property of CCBCC and provide access to the Locations for CCBCC's removal of the same (and in no event shall Customer remove or attempt to remove any Equipment without the prior written consent of CCBCC). If Equipment is not returned to CCBCC pursuant to the terms of the immediately preceding sentence, then CCBCC shall submit an invoice to Customer setting forth the replacement cost of any such unreturned Equipment and any costs and expenses incurred by CCBCC (including labor and collection costs) in connection with CCBCC's attempt to remove the Equipment from the Locations. Customer shall pay such invoice in accordance with the payment terms set forth in Section 3(b) of **Exhibit B**.

(b) **Installation Sites.** The Equipment installation sites at the Locations shall be as set forth on **Exhibit C** and as otherwise mutually agreed upon by the parties. The Equipment may not be removed from the installation sites without CCBCC's prior written consent. Customer represents and warrants that electrical service at each installation site is proper and adequate for the Equipment.

(c) **Maintenance.** CCBCC shall perform maintenance services on the Equipment, at its expense, in accordance with CCBCC's maintenance and repair policies, in effect from time to time, but shall not be liable for damages of any kind arising out of delays in providing service to the Equipment. Customer shall not perform any maintenance or repairs on any Equipment without Bottler's prior authorization. CCBCC may, at its option, remove, replace or supplement the Equipment at any time during the Term. Customer shall provide CCBCC with reasonable access to the Equipment in order to allow CCBCC to perform any maintenance services on the Equipment or remove, replace or install Equipment.

8. Term and Termination. As used herein, "**Initial Term**" means the initial term of this Agreement set forth in Section 1 of **Exhibit B**. This Agreement may be terminated, effective at the end of the Initial Term (as it may be extended pursuant to Section 2 of **Exhibit B**), by either party giving the other party written notice of termination at least thirty (30) days prior to the end of the Initial Term. If not terminated effective at the end of the Initial Term, this Agreement shall continue in full force and effect thereafter until either party gives the other party written notice of termination of this Agreement at least thirty (30) days prior to the effective date of such termination, as specified in such notice; provided, however, that CCBCC shall have no obligation to pay or provide any Payments, Marketing Support, Product Support or rebates following the Initial Term, except, in the case of rebates, as may be otherwise expressly set forth herein. The Initial Term, together with any such additional period after the Initial Term until the Agreement is terminated, shall be referred to herein as the "**Term**." Each twelve month period during the Term that commences with the Effective Date or each subsequent anniversary thereof shall be referred to herein as an "**Agreement Year**". Notwithstanding the foregoing, this Agreement may be terminated by CCBCC, for Cause, at any time during or after the Initial Term, without notice and effective immediately. "**Cause**" means and refers to (i) a material breach by Customer of this Agreement, including, without limitation, the exclusivity provisions in Section 3, (ii) Customer is unable to pay its liabilities when due, files a petition in bankruptcy or is adjudicated bankrupt or insolvent or is otherwise subject to bankruptcy, insolvency or other similar proceedings, or (iii) Customer engaging in (A) unethical business practices, (B) conduct that violates widely held public moral beliefs or that brings public disrepute on Customer or CCBCC, or (C) a misrepresentation of the Products.

9. Damages Relating to Removal of Equipment. If (a) any piece of Equipment is removed from an outlet or other part of a Location at any time without the prior written consent of CCBCC, or (b) if this Agreement is terminated by Customer in violation of this Agreement or terminated by CCBCC for Cause, then Customer will pay CCBCC the actual cost of removal (including standard shipping and handling charges) and any repair, cleaning and/or remanufacturing of the Equipment necessary for reuse of the Equipment, as well as the unamortized portion of the costs of (i) installation and (ii) non-serialized parts (e.g., pumps, racks, and regulators) and other ancillary equipment installed at the Location(s). The remedies provided in this Section are cumulative and not exclusive of any other rights or remedies that may be available to CCBCC under other provisions of this Agreement or at law or in equity.

10. Repayment of Fees Upon Termination. Upon termination of this Agreement, Customer must re-pay to CCBCC any and all paid but unearned funding provided by CCBCC based on the pro-rated portion of such funding allocable to the period from the date of termination to the end of the period for which such funding had been provided. The remedies provided in this Section are cumulative and not exclusive of any other rights or remedies that may be available to CCBCC under other provisions of this Agreement or at law or in equity.

11. **Representations, Warranties and Covenants.** Each of the parties represents and warrants that this Agreement is valid and legally binding upon that party and enforceable in accordance with its terms. Customer represents, warrants and covenants that (i) Customer has the sole and exclusive authority to distribute the Products, and authorize distribution, at the Locations and any Related Activities and to grant the marketing, beverage distribution and promotional rights to CCBCC set forth herein, in each case, without violating the rights of any third party or any agreement or binding obligation to which it is a party or by which it or its assets is bound, (ii) Customer has taken all required and advisable action necessary to enter into, and complied with all applicable laws and regulations in entering into, this Agreement and (iii) Customer will ensure that any and all of its employees, agents and authorized representatives shall adhere to the terms and conditions of this Agreement.
12. **Confidentiality.** During the term of this Agreement and for a period of three (3) years immediately following the expiration or termination of this Agreement (and for such longer period as may be required to protect trade secrets and comparable rights), Customer shall hold, and shall cause its officers, directors, employees, accountants, counsel, consultants, advisors and agents (collectively, "Designees") to hold, in confidence, unless disclosure is compelled by judicial or administrative process or by other requirements of law (in which case Customer shall give CCBCC written notice of the intended disclosure promptly after becoming aware of such disclosure requirement and prior to the actual disclosure, if possible, so that CCBCC may seek a protective order or other appropriate remedy), all documents and information concerning the business relationship embodied in this Agreement (including, without limitation, the terms and conditions of this Agreement) or which CCBCC or its affiliates furnish to Customer in connection with this Agreement, except to the extent that such information can be shown to have been (i) previously known on a nonconfidential basis by Customer, (ii) in the public domain through no fault of Customer or (iii) later lawfully acquired by Customer from sources other than CCBCC or its affiliates; provided, that Customer may disclose such information to its Designees in connection with the business relationship contemplated by this Agreement so long as such Designees are informed by Customer of the confidential nature of such information and agree to treat such information as confidential. Upon the expiration or termination of this Agreement, Customer shall, and shall cause its Designees to, destroy or deliver to CCBCC, upon request, all documents and other materials, and all copies thereof, obtained by them or on their behalf from CCBCC or its affiliates in connection with this Agreement. The provisions of this Section shall survive the expiration or termination of this Agreement, regardless of the date, cause or manner of such termination.
13. **Indemnification.** CCBCC agrees to indemnify and hold Customer harmless from and against, and to pay to Customer, any and all losses, claims, demands, liabilities and damages incurred by Customer, including, without limitation, reasonable attorneys' fees and court costs, directly arising out of or relating to the defective manufacture of the Products. Customer agrees to indemnify and hold CCBCC and any affiliated entity harmless from and against, and to pay to CCBCC, any and all losses, claims, demands, liabilities and damages incurred by them, including without limitation reasonable attorneys' fees and court costs, arising out of or relating to (i) Customer's negligent or wrongful acts or omissions in connection with the distribution of the Products; (ii) any material breach by Customer of this Agreement or (iii) any confiscation or encumbrance of the Equipment.
14. **Insurance.** During the Term, Customer shall maintain (i) commercial general liability insurance with limits of no less than One Million Dollars (\$1,000,000) per occurrence and Two Million Dollars (\$2,000,000) aggregate, and (ii) worker's compensation insurance as is required by applicable law, from an insurer which is A.M. Best Company rated A- or higher. Any such commercial general liability insurance policy shall be endorsed to specifically name CCBCC and its subsidiaries, affiliates, successors and assigns as additional insureds. Customer shall provide any certificates of insurance to CCBCC upon request, and Customer or its insurer shall provide thirty (30) days' prior written notice (or such other notice as may be provided in the policy provisions) to CCBCC of cancellation or non-renewal of such policies.
15. **No License.** Nothing contained in this Agreement shall be deemed to grant Customer any right in, or license to, any intellectual property owned or controlled by, or licensed for the use of, CCBCC or its affiliates (collectively, "CCBCC IP"), and Customer shall not copy, reproduce, distribute or otherwise use any trademarks, service marks, logos or slogans of CCBCC or its affiliates or other CCBCC IP, without the prior written consent of CCBCC.
16. **Notices.** Any and all notices or communications between the parties with respect to this Agreement shall be deemed given when made in writing and delivered by hand or sent by first-class mail (registered or certified, with return receipt requested), overnight courier (guaranteeing next business day delivery) or by email (followed by first class mail confirmation), to the address of the party appearing under its name on the signature page below (or to such other address as may be designated in a notice given hereunder).
17. **Equitable Relief.** Customer acknowledges that the rights granted to CCBCC hereunder are special, unique and extraordinary and are of indeterminant value, the loss of which cannot be fully compensated by damages, actions at law or by application of other remedies described herein. Consequently, Customer acknowledges and agrees that, in addition to any other available remedies hereunder, in the event of a breach by Customer of its obligations hereunder, CCBCC shall be entitled to seek and obtain equitable relief, including an injunction requiring the Customer to comply fully with its obligation under this Agreement. Further, CCBCC shall have the right to withhold, and not pay, further Payments or any other amounts that would otherwise become due and payable to Customer hereunder if, and so long as, Customer is in breach of its obligations hereunder.

18. **Right of First Refusal.** Prior to, and for a period of sixty (60) days following, expiration or termination of the term of this Agreement, before Customer enters into an agreement with a third party beverage provider or distributor with respect to distribution of non-alcoholic beverages at any of Customer's retail locations following the expiration or termination of the term hereof, Customer shall first offer the proposed beverage arrangement to CCBCC on the same terms and conditions as offered by the third party. CCBCC shall have 30 days during which to accept said offer. If CCBCC does not accept said offer within said period, Customer shall be free to accept the third-party offer, provided that Customer shall not enter into a beverage arrangement with such third party or any other third party on terms and conditions more favorable to the third party than the terms and conditions offered to CCBCC.
19. **Transshipping.** As a purchaser of Products distributed by CCBCC, and in consideration thereof, Customer agrees to the provisions herein with respect to Transshipping. "Transshipping" is the act of (i) buying the types of products distributed by CCBCC from outside of CCBCC's distribution territory for re-sale in such territory, (ii) the sale of CCBCC's Products outside of such territory, or (iii) the sale of such Products within such territory to any third party that intends to ship or sell such Products outside of such territory. Customer agrees that it shall not engage in Transshipping during the Term. If Transshipping occurs, CCBCC has the right, in addition to any other rights and remedies available to CCBCC under this Agreement or at law or in equity, (x) to discontinue the sale of Products to Customer and/or to terminate this Agreement, (y) to limit the Products purchased by Customer to amounts which CCBCC reasonably determines Customer needs solely for Customer retail sales in CCBCC's territory, and not for sale to other resellers, and/or (z) to collect from Customer any and all damages incurred by CCBCC as a result of Customer's Transshipping.
20. **Concessionaires.** To the extent that any concessionaire, provider of managed food/beverage services or other third party (each, a "Concessionaire") operates, manages, or leases a Location (or any outlet, portion of or space within a Location), Customer shall cause such Concessionaire to comply with the terms of this Agreement with respect to such Locations (or portions thereof or outlets or spaces therein); provided, however, that if a Concessionaire has a separate agreement with CCBCC or The Coca-Cola Company that includes pricing, rebate, allowance, equipment or service terms, CCBCC may elect in its sole discretion to sell Products to such Concessionaire in accordance with the pricing, rebate and other terms of such other agreement, and there will be no duplication of rebates, allowances, funding or benefits to Customer and the Concessionaire; provided that any purchases of Products by Concessionaire for sale at the Locations will be credited toward any Minimum Total Purchase Requirements set forth in **Exhibit B**.
21. **Purchases from Food Service Distributors.** Notwithstanding any provision of this Agreement to the contrary, CCBCC may elect in its sole discretion at any time to permit Customer to purchase Products from either CCBCC and/or from a food service distributor authorized by CCBCC to distribute Products (an "Authorized Distributor"). If CCBCC elects to permit Customer to purchase Products from an Authorized Distributor, the following terms and conditions shall apply:
- (a) Customer would purchase Products from an Authorized Distributor at the Authorized Distributor's prices and on its pricing terms, not on CCBCC's trade letter pricing or any pricing terms set forth in this Agreement, subject to Section 22(b);
 - (b) CCBCC will pay Customer rebates for Products purchased from an Authorized Distributor ("Authorized Distributor Delivered Products") solely if and to the extent set forth in **Exhibit A**.
 - (c) In no event will CCBCC pay rebates with respect to any (i) Authorized Distributor Delivered Products other than Products marketed under trademarks or brand names owned or controlled by or licensed for the use of The Coca-Cola Company ("TCCC Products") or (ii) Bag-in-Box Products purchased through The Coca-Cola Company's national fountain program, including Coca-Cola, Sprite, Fanta, Seagrams, Pibb, Minute Maid, Barq's, Mello Yello, Hi-C, Powerade, Gold Peak, vitaminwater, Fuze, Fresca and any line extensions of those brands;
 - (d) Purchases by Customer of Authorized Distributor Delivered Products that are TCCC Products will be credited toward any Minimum Total Purchase Requirements set forth in **Exhibit B**, but purchases of Authorized Distributor Delivered Products that are not TCCC Products will not be credited; and
 - (e) All rebates on Authorized Distributor Delivered Products set forth in **Exhibit A** will be paid based solely on sales records reported by the Authorized Distributor, and CCBCC is not obligated to pay rebates on sales not properly reported by the Authorized Distributor.
22. **Miscellaneous.** This Agreement shall not be assigned or transferred (including, without limitation, by merger or operation of law) by Customer without the prior written consent of CCBCC, and any such attempt to assign or transfer this Agreement without the prior written consent of CCBCC will be null and void. This Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and permitted assigns. To be effective, any waiver of any term or condition in this Agreement must be in writing and signed by the waiving party. No waiver by any party of any breach by another party of any provision hereof shall be deemed to be a waiver of any other breach thereof or as a waiver of any such or other provision of this Agreement. This Agreement is made and executed with the intention that the construction, interpretation and validity hereof shall be determined in accordance with and governed by the laws of the State of North Carolina. This Agreement constitutes the entire contract between the parties with respect to the subject matter hereof and supersedes and cancels all prior or contemporaneous oral or written contracts and understandings with respect to the subject matter hereof. All Exhibits attached hereto are hereby incorporated herein by reference. The headings in this Agreement are solely for convenience of reference and shall not affect in any way the interpretation of this Agreement or limit the generality of any of its provisions. This Agreement may not be

changed or modified orally, but only by an instrument in writing, signed by the parties hereto, which instrument states that it is an amendment to this Agreement. All rights and remedies specified in this Agreement are cumulative and not exclusive of any other rights or remedies that may be available to the parties, whether under this Agreement or at law or in equity. Except as equity may require, should any provision of this Agreement or any part thereof be held to be invalid or unenforceable, the same shall not affect or impair any other provision of this Agreement or any part thereof, and the invalidity or unenforceability of any provision of this Agreement shall not have any effect on or impair the obligations of a party with respect to the remaining provisions of this Agreement. This Agreement may be executed in multiple counterparts (including by signatures in pdf format transmitted by email or by other electronic means agreed by the parties), each of which shall be deemed an original and all of which shall constitute one Agreement.

DRAFT

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the 09/ 20/ 2024.

'CCBCC'

'Customer'

CCBCC OPERATIONS, LLC

JONESBOROUGH PARKS AND
REC

By:

By:

Date:

Date:

Name:

Name:

Title:

Title:

4100 Coca-Cola Plaza

1523 PERSIMMON RIDGE RD

Charlotte, NC 28211

JONESBOROUGH, TN 37659-5243

Email:

Email:

DRAFT

**CCBCC OPERATIONS, LLC
CUSTOMER MARKETING AGREEMENT
JONESBOROUGH PARKS AND REC**

LOCATIONS , PAYMENTS , PRODUCT SUPPORT , MARKETING BENEFITS AND PARTNERSHIP ELEMENTS

1. Locations

Customer Number	Name	Address	City	State	Zip
0501661407	WETLANDS WATER PARK	1523 PERSIMMON RIDGE RD	JONESBOROUGH	TN	37659-5243
0501687874	JONESBOROUGH LITTLE LEAGUE	1523 PERSIMMON RIDGE RD	JONESBOROUGH	TN	37659-5243
0501687607	JONESBOROUGH SOCCER	1523 PERSIMMON RIDGE RD	JONESBOROUGH	TN	37659-5243
0501727105	THE JACKSON THEATRE	121 W MAIN ST	JONESBOROUGH	TN	37659-1241

If, at any time during the Term, any Customer or any affiliate of such Customer creates or establishes a new retail location in the franchise territory of CCBCC, then, at the option of CCBCC in its sole discretion, such newly created or established retail location shall be added automatically as a Location hereunder owned or operated by Customer (or its affiliate) and such new Location and Customer (or affiliate thereof) with respect to such Location shall be subject to the terms of this Agreement during the Term in all respects. If CCBCC exercises such option, the parties agree to execute any documents, and to take any actions, reasonably requested by a party to further evidence or effectuate the addition of such new retail locations as Locations subject to this Agreement for all purposes hereunder.

2. Payments

Annual Payment

The annual Payment during the Initial Term of this Agreement shall be two thousand Dollars and 00/100 (\$2,000.00), subject to the provisions of Section 2 of **Exhibit B**, which amount shall be paid in arrears after each Agreement Year. Subject to submission of an invoice by Customer to CCBCC (and the provisions of Section 2 of **Exhibit B**), the annual payment shall be payable in equal installment(s) by the applicable payment due dates following each Agreement Year set forth in the chart below. Notwithstanding the foregoing, payment for Agreement Year 1 will not be made until after initial delivery is made.

Payment Type	Payment Amount	Payment Timing
Marketing Fee	\$2,000.00	Paid annually Contract Year Begin

Rebates

During the Initial Term of this Agreement and subject to Section Concessionaires, CCBCC will pay Customer a rebate for each case and/or gallon of Products sold to Customer by CCBCC as set forth below. Rebates shall be computed by CCBCC in accordance with the payment policies of CCBCC in effect from time to time, based on rebate and payment timing below:

Bottle & Can Packages	Units Per Case	Rebate Per Case	Payment Timing
BODYARMOR 16oz Sport (12/cs)	12	\$1.00	Paid annually
DASANI 20oz PET	24	\$1.00	Paid annually

Bottle & Can Packages	Units Per Case	Rebate Per Case	Payment Timing
MMR 20oz PET Single	24	\$1.00	Paid annually
MONSTER 16oz Can Single (24/cs)	24	\$1.00	Paid annually
POWERADE 20oz Single	24	\$1.00	Paid annually
SSD 20oz PET Flavors	24	\$1.00	Paid annually
SSD 20oz PET Single	24	\$1.00	Paid annually

B&C Rebate Begin Date

September 20th, 2024

B&C Rebate End Date

August 24th, 2029

Fountain Packages	Units Per Box	Rebate Per Gallon	Payment Timing
2.5gal BIB Sparkling/Still	150	\$2.00	Paid annually
5.0gal BIB Sparkling/Still	350	\$2.00	Paid annually

Fountain Rebate Begin Date

September 20th, 2024

Fountain Rebate End Date

August 24th, 2029

Rebates will not be paid on any BIB juice Products or Freestyle BIB or cartridges.

3. Product Support

For each Agreement Year during the Initial Term of this Agreement, CCBCC will provide Customer cases of Product at no additional cost to Customer. In the event that Customer does not purchase the Minimum Amounts of Products set forth in Section Minimum Amounts of **Exhibit B** and CCBCC elects to extend the term of this Agreement as a result thereof, or if the term of this Agreement is extended pursuant to Section 9 of the Agreement, CCBCC will not be required to provide any additional Product Support after the Initial Term.

Product	Cases	Frequency
SSD 12OZ CAN 12-PK 24	50	Paid annually upfront

4. Marketing and Promotional Benefits

CCBCC shall receive the following marketing and promotional rights, recognition and support from Customer free of charge, without further payment from CCBCC:

- 1. Sampling.** The exclusive right to sample Products at the Locations or Related Activities to the exclusion of Competing Products and any distributors of Competing Products.
- 2. Advertising.** The exclusive right to market, promote and/or advertise the Products at the Locations and any Related Activities and CCBCC's status as the exclusive non-alcoholic beverage provider of Customer and any Related Activities in the marketplace. If Customer has a website or menus (whether at the Locations, online or in other digital format), Customer shall display approved logo images of Products selected by CCBCC on such website and menus.

- 3. **Trademarks.** The right to have all Vending Machines, Cold Cases and other Equipment display the trademarks or the brand names of Products owned or controlled by or licensed for the use of CCBCC or an affiliate.
- 4. **Entertainment Inventory.** 10 passes to Wetlands water park per year.

5. Partnership Elements

Initially during the Term, CCBCC shall be able to execute and provide the following partnership elements at Customer Locations. The parties agree that all elements shall initially apply during the Term. Additional partnership elements may be added during the Term by mutual agreement.

1. Categories

Segment	Category
Fountain	5.0gal BIB Sparkling/Still
Fountain	Cups-Wax
Fountain	Lids-Wax
Fountain	2.5gal BIB Sparkling/Still
Non FSV	DASANI 20oz PET
Non FSV	MMR 20oz PET Single
Non FSV	MONSTER 16oz Can Single (24/cs)
Non FSV	POWERADE 20oz Single
Non FSV	SSD 20oz PET Single
Non FSV	SSD 20oz PET Flavors
Non FSV	BODYARMOR 16oz Sport (12/cs)

If Customer elects to obtain CO2 from CCBCC, CCBCC, in its sole discretion, may arrange to have the CO2 provided by CCBCC's preferred third party provider of CO2 products and services, in accordance with the pricing and other terms offered by such third party provider.

**CCBCC OPERATIONS, LLC
CUSTOMER MARKETING AGREEMENT
JONESBOROUGH PARKS AND REC**

INITIAL TERM, MINIMUM AMOUNTS , PRICES AND DELIVERY FEE

1. Initial Term

Agreement Start Date: 09/ 20/ 2024

Agreement End Date: 08/ 24/ 2029

Total Number of Years: 5 Years

2. Minimum Amounts

The minimum amount of Products to be (i) purchased by Customer from CCBCC, and/or (ii) sold through Full Service Vending Machines, in each case, during each Agreement Year of the Initial Term, shall be as follows:

Agreement Year	Distribution/Sales Method: Total Cases/Gallons Required			
	Bottle Can (Products Purchased by Customer From CCBCC)	Fountain (Products Purchased by Customer From CCBCC)	Full Service Vending Machines	Total Purchase Requirement
1	1,183	524	0	1,707
2	1,183	524	0	1,707
3	1,183	524	0	1,707
4	1,183	524	0	1,707
5	1,183	524	0	1,707
Term	5,915	2,620	0	8,535

The minimum Total Purchase Requirements set forth above must be fulfilled based off of sales made from CCBCC or through Full Service Vending Machines. If the minimum Total Purchase Requirement above for any Agreement Year is not achieved for any reason (each such year, a "Shortfall Year"), then, in addition to any other remedies CCBCC may have hereunder or at law or in equity, the Payments payable by CCBCC for such Agreement Year shall be reduced to an amount equal to the product of (A) the amount of the annual Payment for the Shortfall Year specified in **Exhibit A**, multiplied by (B) a fraction, the denominator of which is the minimum Total Purchase Requirement for the Shortfall Year, and the numerator of which is the actual amount of cases and gallons sold during the Shortfall Year. If there have been any Shortfall Years during the Initial Term, but as of the end of the Initial Term, the Customer has attained the Total Purchase Requirement for the Initial Term, then CCBCC shall pay Customer an amount equal to the aggregate reductions of the annual Payments during the Initial Term.

3. Prices

1. Prices and Adjustments. During the term of this Agreement, CCBCC will sell to Customer the Products for purposes of Customer reselling such Products through Direct Sales Vending Machines and Cold Cases in accordance with CCBCC's trade letter pricing in effect from time to time.

The prices for the Products may be adjusted by CCBCC, from time to time, during the Term. Any such adjustment shall be made by CCBCC in good faith and may take into account, among other things, increases in any prices, costs, fees, charges or taxes associated with or applicable to CCBCC's production, transportation, acquisition, distribution or sale of the Products. Except with respect to prices for Products distributed through Full Service Vending Machines, retail prices for sales of Products to consumers at the Locations shall be determined by Customer (or any Concessionaire of Customer) in its discretion.

2. Invoices and Payment. CCBCC shall invoice Customer for Products sold to Customer, and Customer shall make payment in accordance with CCBCC's usual and customary practices in effect from time to time. If Customer fails to pay such amounts as provided herein, Customer shall pay interest on all overdue amounts at the rate of one and one-half percent (1.5%) per month compounded monthly (or the maximum amount permitted by applicable law, if less). Customer agrees that it shall pay all of CCBCC's costs and expenses (including reasonable attorney's fees and court costs) incurred by CCBCC in collecting any amount not paid when due hereunder and in otherwise enforcing the terms and conditions of this Agreement. Any failure by Customer to pay an invoice shall constitute a material breach of this Agreement. CCBCC may offset against any Commission, Payments, Marketing Support or other amounts otherwise due from CCBCC hereunder, any such amounts, costs and expenses due to CCBCC in conjunction with such Product sales. Any claims by Customer of discrepancies or errors in pricing or funding must be submitted to CCBCC no later than one (1) year from the date of invoice; any such claims received by CCBCC after such date shall be deemed null and void, and CCBCC shall have no liability or obligation related to such claims.

4. Delivery Fee

Customer shall pay to CCBCC any delivery fee, if applicable based on CCBCC's delivery fee schedule in effect from time to time, on all direct sales deliveries made during the Term.

DRAFT

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

DATE: November 12, 2024 AGENDA ITEM #: 7-G

SUBJECT: Resolution(s) – 2024 RTP Grant

BACKGROUND:

On May 13, 2024, the BMA approved a Resolution authorizing the Town of Jonesborough to apply for TDEC's 2024 Recreation Trails Program (RTP) grant to develop recreational trails. The goal of this project is to construct an 8-foot wide, 3,000 linear foot paved trail from Mill Spring Park to Stage Road Park, traveling along Little Limestone Creek and undeveloped natural areas. This project is consistent with the town's initiatives to enhance our walkways in various strategic areas in town and connect people and places and is part of Phase 1 of the First Frontier Trail project.

The project cost was estimated at \$490,000.00 and the town would provide a 20% match, or State 80% match of \$392,000.00 and Town's 20Q% match at \$98,000.00, and the town's 20% match can be leveraged from the Direct Appropriation Grant of 2.4 million for Phase 1 of the First Frontier Trail that was received through the Governor's Office via TDEC. The town has already received said funds.

The project would necessitate the acquisition of easements and construction of 3,000 linear feet of paved trail including two pedestrian bridges in one section of the project to provide access over Little Limestone Creek.

The trail would cross over 6 privately owned properties and 3 Town-owned properties. Staff have communicated with most of the property owners, who have expressed their willingness to work with the Town on the project's development.

UPDATE

The town's application has been funded and in accordance with State procurement documentation guidance, Request for Qualification letters were sent to at least three **administration firms** and three **engineering firms**. Letters for administration were sent to Grassroots Planning and Management, Community Development Partners, LLC, Vantage Consulting Services, and GWB Planning and Management. Letters for engineering were sent to GRW Engineers, Inc, Ardurra Engineering, Robert Campbell and Associates, and DTWood Engineering, Inc.

The town received one response each for RFQs on administration from Community Development Partners LLC and two responses on engineering from DTWood Engineering, Inc., and GRW Engineering. Staff completed the required evaluation/scorecard based regarding qualifications (see attached scoring). All companies scored very high and have a long history of providing great services in their respective capacities to the town. As to the engineering evaluations, DTWood scored higher due in most part to Mr. Todd Wood's over 2 decades of working intimately with the Town of Jonesborough on sidewalk/walking trail programs both for public and private projects and uses, and the town's comprehensive long range walkway projects like the current First Frontier Trail project.

RECOMMENDATION:

1. Approve the Resolution for Community Development Partners, LLC to provide the Town of Jonesborough with **Administrative Services** as part of TDEC's 2024 Recreation Trails Program (RTP) grant.
2. Approve the Resolution for DTWood Engineering, Inc to provide the Town of Jonesborough **Engineering Services** as part of TDEC's 2024 Recreation Trails Program (RTP) grant.

RESOLUTION NO. _____
TOWN OF JONESBOROUGH, TENNESSEE
FOR
ADMINISTRATIVE SERVICES

WHEREAS, the Town of Jonesborough, Tennessee is applying for financial grant assistance as provided under the State of Tennessee's FY 2024 Recreation Trails Program (RTP); and

WHEREAS, the Mayor and Board of Aldermen of the Town of Jonesborough finds it in the Town's best interest to secure the assistance of an experienced and qualified professional administrative management services firm to assist in preparing and administering a recreation project under the Town's 2024 RTP program; and

WHEREAS, in compliance with pertinent State regulations, the Town has solicited and evaluated statements of qualifications of interested professional administrative assistance firms; and

WHEREAS, Community Development Partners, LLC has been chosen to assist the RTP project, and will assist in the administration of the project.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Board of Aldermen of the Town of Jonesborough hereby selects Community Development Partners, LLC to provide assistance in administration of the Town's 2024 RTP grant project.

READ AND ADOPTED this the _____ day of _____, 2024.

Chuck Vest
Mayor

ATTEST:

Signature, Title

Jonesborough, Tennessee

STATEMENT OF QUALIFICATIONS - EVALUATION WORKSHEET

ADMINISTRATIVE SERVICES

In response to the solicited Parks & Recreation Grant Application for Administrative Services for Jonesborough's FY 2024 Parks and Recreation Grant application, submittals were received from the following firms on or before the designated deadline of November 1st, 2024.

- A. Community Development Partners LLC
- B. _____
- C. _____

The following summarizes the evaluation made of these responses with respect to the previously established evaluation criteria:

	SCORING		
	A	B	C
1. Specialized Experience or technical expertise of firm in connection with type of services to be provided. Maximum 20 points	20		
2. Past record of performance on State and Federally funded projects with community and other clients including quality of work, timeliness, and cost control. Maximum 20 points	20		
3. Capacity of firm to perform work, considering current and planned workload. Maximum 20 points	20		
4. Familiarity of firm with TDEC Program. Maximum 20 points	20		
5. Familiarity with local conditions. Maximum 20 points	18		
Total score out of 100 possible points	98		

Based on the foregoing evaluation,

_____ is determined to be the most qualified organization to undertake the solicited TDEC application preparation and project administration services and is recommended for contract award. In the event that the parties are unable to negotiate and agree upon a contract price, the next highest rated firm will begin negotiations.

Approved by:

Glenn Rosenoff

Town Administrator

Name

Title



Signature

November 7th, 2024

Date

RESOLUTION NO. _____
TOWN OF JONESBOROUGH, TENNESSEE
FOR
ENGINEERING SERVICES

WHEREAS, the Town of Jonesborough, Tennessee is applying for financial grant assistance as provided under the State of Tennessee's FY 2024 Recreational Trails Program (RTP); and

WHEREAS, the Mayor and Board of Aldermen of the Town of Jonesborough finds it in the Town's best interest to secure the assistance of an experienced and qualified engineering firm to assist in the preparation and implementation of the Town's 2024 RTP program; and

WHEREAS, in compliance with pertinent State regulations, the Town has solicited and evaluated statements of qualifications of interested professional engineering firms; and

WHEREAS, the Town of Jonesborough has determined that DTWood Engineering, Inc. has the most appropriate experience, background and qualifications to provide said services; and

WHEREAS, DTWood Engineering, Inc. will assist in the engineering design and implementation of the project.

NOW, THEREFORE BE IT RESOLVED that Mayor and Board of Aldermen hereby selects DTWood Engineering, Inc. to provide assistance in the implementation of the Town of Jonesborough's Town's 2024 RTP grant project.

READ AND ADOPTED this the _____ day of _____, 2024.

Chuck Vest
Mayor

ATTEST:

Signature, Title

Jonesborough, Tennessee

STATEMENT OF QUALIFICATIONS - EVALUATION WORKSHEET
ENGINEERING SERVICES

In response to solicitations for Statements of Qualifications for Engineering Services for the FY 2024 Parks & Recreation Grant, submittals were received from the following firms on or before the designated deadline of November 1st, 2024.

- A. DTWood Engineering
- B. GRW Engineering
- C. _____

The following summarizes the evaluation made of these responses with respect to the previously established evaluation criteria:

	SCORING		
	A	B	C
1. Specified experience or technical expertise of firm in connection with services provided. Maximum 20 points	<u>18</u>	<u>18</u>	_____
2. Past record of performance on contracts with community and other clients including quality of work, timeliness, and cost control. Maximum 20 points	<u>18</u>	<u>18</u>	_____
3. Capacity of firm to perform work within time limitations, taking into consideration current and planned workload of firm. Maximum 20 points	<u>17</u>	<u>17</u>	_____
4. Familiarity with TDEC Program and eligibility requirements. Maximum 20 points	<u>19</u>	<u>18</u>	_____
5. Familiarity with Local Conditions. Maximum 20 points	<u>19</u>	<u>18</u>	_____
Total score out of 100 possible points	<u>91</u>	<u>89</u>	_____

Based on the foregoing evaluation,

_____ is determined to be the most qualified firm to carry out the design services on the 2024 Parks & Recreation Project and is recommended for contract award. In the event that the parties are unable to negotiate and agree upon a contract price the next highest rated firm will begin negotiations.

Approved by:

Glenn Rosenoff

Town Administrator

Name

Title



Signature

November 7, 2024

Date