



## **TOWN OF UNICOI BOARD OF MAYOR AND ALDERMEN**

**Unicoi Town Hall at 3600 Unicoi Drive, Unicoi TN 37692 Ph. 743-7162**

### **AGENDA**

**Monday September 18, 2017 at 5:30 pm**

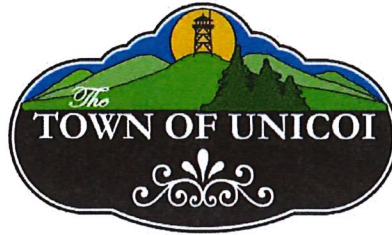
- 1. Call to Order**
- 2. Invocation**
- 3. Pledge of Allegiance**
- 4. Roll Call**
- 5. Approval of the August 21, 2017 BMA Meeting Minutes**
- 6. Old Business:** None
- 7. Unfinished Business:**
  - a. Consideration of Ordinance 2017 – 255:** Second reading and public hearing of Ordinance to amend the Municipal Zoning Ordinance
- 8. New Business:**
  - a.** Discussion of Unicoi Village Place Property
  - b.** Discussion of Maintenance Building
  - c.** Discussion of Ruritan Reimbursement
  - d.** Discussion of Health Insurance
  - e.** Discussion of Personnel Policy
  - f.** Discussion of Street Maintenance
  - g.** Discussion of Paddle Creek Rd
  - h.** Update on Wiggand Rd
- 9. Reports of Officers & Committees:**
  - a.** Economic Development Board – Mayor Lynch
  - b.** Disaster / Emergency Plan & Railroad Safety – Vice-Mayor Hopson
  - c.** Clean-Up Committee – Alderman Linville

- d. Financial Oversight Report – Alderman Linville
- e. Unicoi Business Alliance – Alderman Linville
- f. History Committee – Pat Lynch
- g. Human Resources – Vice-Mayor Hopson
- h. Planning Commission & Board of Zoning Appeals – Vice-Mayor Hopson
- i. Decorating Committee - Pat Lynch
- j. Animal Welfare Board – Billy Harkins
- k. 911 Board – Mayor Lynch
- l. Mountain Harvest Kitchen – Kitchen Committee Member
- m. Parks & Recreation, Tourism & Public Relations Update – Patricia Bennett
- n. Recorder's Report – Mike Housewright
- o. Financial Report – Mike Housewright

**10. Opportunity for Citizens to Address Board:**

**11. Announcements:**

**12. Adjournment:**



## MINUTES

### **TOWN OF UNICOI BOARD OF MAYOR AND ALDERMEN MEETING Monday August 21, 2017**

**Called to Order:** 5:30 p.m. by Mayor Lynch

**Invocation:** Bob Sahli

**Pledge of Allegiance:** Alderman Linville

**Member**  
Mayor Johnny Lynch  
Vice-Mayor Hopson  
Alderman Bullen  
Alderman Linville  
Alderman Cooper

**Members Absent:** None

**Staff Present:** Mike Housewright, City Recorder  
David Shults,

**Approval of Minutes:** A motion was made by Alderman Bullen and seconded by Vice-Mayor Hopson to approve the July 17, 2017 minutes as presented. The roll call vote was unanimous in favor.

**Special Presentations:** None

**Old Business:** None

**Unfinished Business:** None

**New Business:**

- a. **Citizen Request:** Maple Grove Wine & Liquor Application for a Certificate of Compliance – Have found everything in Mr. Vance's application in order, Vice-Mayor Hopson made a motion to approve the application. Alderman Linville seconded the motion. Subsequent vote was unanimous in favor.
- b. **Consideration of Ordinance 2017 – 255:** Ordinance to amend the Municipal Zoning Ordinance. After discussion and a determination that the ordinance shall not be held retroactive, Alderman Bullen made a motion to accept and Vice-Mayor Hopson seconded. The ordinance passed first reading and public hearing and second reading will be held in September.

**Reports of Officers and Committees:**

- Economic Development Board – Mayor Lynch
- Disaster / Emergency Plan & Railroad Safety – Vice-Mayor Hopson

- Clean-Up Committee – Alderman Linville
- Financial Oversight Report – Alderman Linville
- Unicoi Business Alliance – Alderman Linville
- History Committee – Pat Lynch
- Human Resources – Vice-Mayor Hopson
- Planning Commission & Board of Zoning Appeals – Vice-Mayor Hopson – See Planning Commission minutes
- Decorating Committee - Pat Lynch
- Animal Welfare Board – Billy Harkins: Attached
- 911 Board – Mayor Lynch
- Mountain Harvest Kitchen – Kitchen Committee Member
- Mr. Cochran addressed the board from the audience. As such, the Opportunity for Citizen's to Address the Board was moved to this time. Judy Ray, Deborah Perry, and Bob Sahli addressed the board at that time.
- Parks & Recreation, Tourism & Public Relations Update – Patricia Bennett: Attached
- Recorder's Report – Mike Housewright: Attached
- Financial Report – Mike Housewright: Attached

A motion was made by Vice-Mayor Hopson to approve the financial report as presented and was seconded by Alderman Bullen. Vote was unanimous in favor

**Adjournment:** There being no further business Mayor Lynch called for a motion to adjourn at 6:55 p.m. Vice-Mayor Hopson made a motion to adjourn and was seconded by Alderman Linville. Vote was unanimous.

---

Mayor Johnny Lynch

---

Mike Housewright, City Recorder





**ORDINANCE NO. 2017 - 255**

**AN ORDINANCE TO AMEND THE MUNICIPAL ZONING ORDINANCE OF THE TOWN OF UNICOI, TENNESSEE FOR THE PURPOSE OF ADDING A STIPULATION TO THE CERTIFICATE OF OCCUPANCY REQUIREMENTS THAT ALL EXPOSED AREAS MUST BE STABILIZED BY SEEDING AND STRAWING AND/OR SODDING PRIOR TO THE ISSUANCE OF A CERTIFICATE OF OCCUPANCY.**

**Whereas**, Sections 13-7-201 through 13-7-212 of the Tennessee Code Annotated provides the Town of Unicoi, Tennessee with the powers and authority to enact local municipal zoning codes; and

**Whereas**, said sections provide a process for the amendment of local municipal zoning codes; and

**Whereas**, the Town of Unicoi Municipal Planning Commission met on June 12, 2017 for the purpose of considering this ordinance amendment and recommended approval of the ordinance to the Board of Mayor and Aldermen; and

**Whereas**, the Town of Unicoi, Tennessee Board of Mayor and Aldermen recognizes it to be in the best interest and to the best general welfare of the citizens of the Town of Unicoi, Tennessee to amend the Unicoi Municipal Zoning Ordinance to add a stipulation to the certificate of occupancy requirements that all exposed areas must be stabilized by seeding and strawing and/or sodding prior to the issuance of a certificate of occupancy;

**Now, Therefore, Be It Ordained** by the Board of Mayor and Aldermen of the Town of Unicoi, Tennessee that the Town of Unicoi Municipal Zoning Ordinance is hereby amended as follows.

- 1. Article X. Enforcement, Section 1004. Certificate of Occupancy** is amended to add the following language (underlined for illustration):

1004. **Certificate of Occupancy.** Upon the completion or alteration of a building or structure for which a building permit has been granted application shall be made to the building inspector for a certificate of occupancy. Within three days of such application, the building inspector shall make a final inspection of the property in question, and shall issue a certificate of occupancy if the building or structure is found to conform to the provisions of the ordinance and the statements made in the application for the building permit. All exposed areas must be stabilized by seeding and strawing and/or sodding prior to the issuance of a certificate of occupancy. In the event that exposed areas cannot be stabilized in the manner described due to weather or other circumstances, the property owner shall bond the work at a set rate of \$0.10 per square foot of surface requiring stabilization. In such event, all stabilization shall be completed within 60 days or the bond will be called unless an extension is granted by the Building Inspector. The bond shall be released upon satisfactory inspection of stabilization work by the Building Inspector. If a certificate of occupancy is refused, the building inspector shall state such refusal in writing with the

cause. No land or building hereafter erected or altered in this use, shall be used until such a certificated of occupancy has been granted.

**Be It Further Ordained**, that this ordinance shall be effective from and after its passage, the public welfare requiring it.

Approved by the Planning Commission

August 14, 2017  
Date

Passed on First Reading

\_\_\_\_\_  
Date

Passed on Second Reading

\_\_\_\_\_  
Date

Public Hearing Held On

\_\_\_\_\_  
Date

Approved and Signed in Open Meeting

\_\_\_\_\_  
Johnny Lynch, Mayor

ATTEST:

\_\_\_\_\_  
Michael Housewright, City Recorder

Approved as to Form:

\_\_\_\_\_  
Lois Shults-Davis, City Attorney

August 2017 Check Book Balance

Check #	Date	Description	Amount
8/31/17		Bank Statement Balance:	\$ 109,224.39
August Outstanding Checks:			
12329	8/29/2016	Tysinger, Hampton, and Partners	Outstanding 600.00
12556	12/13/2016	Shoun Lumber	Outstanding \$ 56.70
12596	1/3/2017	Internal Revenue Service	Outstanding 992.32
13070	8/15/2017	Anne Brown	Outstanding \$115.50
13078	8/18/2017	Charles R Cooper	Outstanding \$225.14
13086	8/21/2017	Aflac	Outstanding \$169.82
13090	8/21/2017	Laura Thompson	Outstanding \$101.98
13094	8/25/2017	Elizabethton Electric	Outstanding \$11.15
13095	8/25/2017	Erwin Utilities	Outstanding \$1,683.26
13097	8/25/2017	Unicoi Water Utility District	Outstanding \$197.62
13098	8/25/2017	Upper East Tennessee Building Officials Associatio	Outstanding \$200.00
13099	8/25/2017	Waste Management of Tri-Cities	Outstanding \$658.52
8/31/17		Outstanding Checks' Total:	\$ 5,012.01
8/31/17		Petty Cash:	\$ 400.00
8/31/17		Adjusted Checking Account Ending Balance:	\$ 104,612.38
		Sweep Account Ending Balance:	\$ 769,356.23
8/31/17		Ending Balance:	\$ 873,968.61

August 2017 Cash Activities					
Date	Description	Deposit Amounts	Amount	Account Type	Account Code
	Beginning Balance:	\$ 871,922.96	Debit 11211		Credit
8/1/17					
8/25/17	Paul Berry - UC Treasurer		60,720.79	Local Sales Tax	31610
8/22/17	Cherokee Distributing		2,274.17	Wholesale Beer Tax	31710
8/22/17	Athens Distributing		86.00	Wholesale Beer Tax	31710
8/25/17	Holston Distributing		1,916.35	Wholesale Beer Tax	31710
8/9/17	Beverage Control		763.20	Wholesale Liquor Tax	31720
8/9/17	Empire Distributing		535.70	Wholesale Liquor Tax	31720
8/22/17	Knoxville Beverage Company, Inc		474.62	Wholesale Liquor Tax	31720
8/22/17	Triple "C" Distributing Company		386.07	Wholesale Liquor Tax	31720
8/22/17	D & V Distributing		209.28	Wholesale Liquor Tax	31720
8/22/17	Athens Distributing		20.41	Wholesale Liquor Tax	31720
8/18/17	Retail Liquor Store Permit		500.00	Retail Liquor Store Permit	32200
8/15/17	Building Permit		175.00	Building Permit	32600
8/29/17	Building Permit		325.00	Building Permit	32600
8/15/17	Unicoi Water Dept		100.00	Utility Road Cut Permit	32650
8/25/17	SF Shirt Sale		10.00	Strawberry Festival	36720
8/9/17	TOU Tag Purchase		10.00	Parks and Rec Donation	36721
8/15/17	TOU Pinnacle Trail T-shirt Purchase		90.00	Parks and Rec Donation	36721
8/22/17	TOU Pinnacle Trail T-shirt Purchase		15.00	Parks and Rec Donation	36721
8/9/17	MHK User Fee		41.00	MHK Donation / Revenue	36730
8/9/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/15/17	East TN Foundation Donation		500.00	MHK Donation / Revenue	36730
8/18/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/18/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/18/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/18/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/18/17	MHK Shirt Sale		60.00	MHK Donation / Revenue	36730
8/29/17	MHK User Fee		20.00	MHK Donation / Revenue	36730
8/29/17	MHK User Fee		60.00	MHK Donation / Revenue	36730
8/29/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/29/17	MHK User Fee		200.00	MHK Donation / Revenue	36730
8/29/17	MHK User Fee		40.00	MHK Donation / Revenue	36730
8/29/17	MHK User Fee		30.00	MHK Donation / Revenue	36730
8/15/17	Farmers' Market		3.00	Farmers' Market	36731
8/18/17	Farmers' Market/Yard Sale Fee		20.00	Farmers' Market	36731
8/25/17	Farmers' Market		2.00	Farmers' Market	36731
8/25/17	The Pool		750.00	Miscellaneous Refund	41100-119
	State of Tennessee - Shared Taxes		36,543.03		
	Telecommunications Sales Tax			Telecommn Tax	33511
	State Gasoline Tax	9,047.12		Gasoline Tax	33551
	City Streets & Transportation Tax	611.33		City Streets Tax	33552
	State Sales Tax	26,621.08		State Sales Tax	33510
	City Mixed Drink Tax	263.50		Mixed Drink Tax	33540
	State Beer Tax - Semi-Annually			State Beer Tax	33530
	TVA - In Lieu of City Tax - Quarterly			TVA Tax	33591
	State of Tennessee Hall Income Tax			Income Tax	33520
	EDA Mountain Harvest Reimbursement			EDA Grant	33447
	TDOT - Interstate Mowing Contract		13,138.50		
	TDOT - Interstate Mowing Contract	13,138.50		Interstate Mowing Contract	33550
8/31/17	Interest Income:		166.54		
	Checking Account	4.32		Interest Income	36120
	Sweep Account	162.22			
	Total Incoming Revenue:		120,385.66		
	Auto-Drafts:		(22,637.67)		
August:	Fuelman	(445.22)			
	TCRS	(2,101.15)			
	State of TN Health Insurance	(5,557.87)			
	Rural Development Loan	(4,451.00)			
	New Office Loan	(3,150.60)			
	Service Charge	(5.00)			
	IRS - Payroll Taxes	(3,215.55)			
	IRS - Payroll Taxes	(3,711.28)			
	Total August Payables less Transfers	\$ (95,702.34)			
			\$ (95,702.34)		
8/31/17	Ending Balance:		\$ 873,968.61	\$ -	Difference



TOWN OF UNICOI - Cash Activity for August 2017

Check #	Date	DESCRIPTION	AMOUNT
153	8/4/2017	Patricia A. Bennett	\$772.71
154	8/4/2017	Danny R Coffie	\$1,033.31
156	8/4/2017	Suzan G Harkins	\$405.69
157	8/4/2017	Dwight G Harrell	\$262.82
158	8/4/2017	Michael D Housewright	\$1,707.95
159	8/4/2017	Sarah Jennings	\$1,351.44
160	8/4/2017	Tony L Street	\$947.90
161	8/4/2017	Tina M Wilcox	\$730.52
162	8/4/2017	Billy R Harkins Jr	\$392.80
163	8/18/2017	Patricia A. Bennett	\$785.61
164	8/18/2017	Kathryn Bullen	\$325.14
165	8/18/2017	Danny R Coffie	\$959.55
166	8/18/2017	Billy R Harkins Jr	\$645.28
167	8/18/2017	Suzan G Harkins	\$418.40
168	8/18/2017	Dwight G Harrell	\$112.38
169	8/18/2017	Douglas Hopson	\$380.55
170	8/18/2017	Michael D Housewright	\$1,666.50
171	8/18/2017	Sarah Jennings	\$1,393.17
172	8/18/2017	Jeffrey L Linville	\$280.14
173	8/18/2017	Tony L Street	\$934.71
174	8/18/2017	Tina M Wilcox ****actually paid 733.96	\$733.93
13051	8/4/2017	Joe Greene	\$764.48
13052	8/4/2017	Lee Manning	\$1,908.93
13053	8/2/2017	Horton Sports Plus	\$3,195.40
13054	8/8/2017	Aflac	\$169.82
13055	8/8/2017	Aggregates Usa	\$73.22
13056	8/8/2017	Autozone	\$36.98
13057	8/8/2017	Centurylink	\$420.63
13058	8/8/2017	Cumulus - Johnson City	\$380.00
13059	8/8/2017	Dodson Pest Control	\$399.00
13060	8/8/2017	Fleenor Security Systems	\$90.00
13061	8/8/2017	Hanna Instruments	\$360.00
13062	8/8/2017	Johnson City Kubota	\$114.93
13063	8/8/2017	Johnson City Utility System	\$23.57
13064	8/8/2017	Liberty National	\$120.52
13065	8/8/2017	Mar-Co, Llc.	\$7,650.00
13066	8/8/2017	Tennessee Dept. Of Revenue	\$28.85
13067	8/8/2017	Thermocopy	\$15.00
13068	8/8/2017	Unicoi County Gas Utility District	\$51.30
13069	8/9/2017	Erwin Utilities	\$231.16
13070	8/15/2017	Anne Brown	\$115.50
13071	8/15/2017	Centriworks	\$215.52
13072	8/15/2017	Comcast Cable	\$304.33



13073	8/15/2017 James Gray	\$400.00
13074	8/15/2017 Lowe's Commercial Services	\$610.00
13075	8/15/2017 Northeast Tennessee Tourism Association	\$500.00
13076	8/15/2017 Pat Lynch	\$595.83
13077	8/15/2017 Stafford Custom Graphics, Llc	\$543.00
13078	8/18/2017 Charles R Cooper	\$225.14
13079	8/18/2017 Joe Greene	\$699.50
13080	8/18/2017 Johnny M Lynch	\$976.10
13081	8/18/2017 Lee Manning	\$1,924.36
13082	8/18/2017 Iris G Norman	\$55.41
13083	8/18/2017 Wanda B Radford	\$55.41
13084	8/18/2017 Jerry Ramsey	\$55.41
13085	8/18/2017 Robert B Sahli	\$55.41
13086	8/21/2017 Aflac	\$169.82
13087	8/21/2017 Centriworks	\$235.53
13088	8/21/2017 First Bankcard	\$6,959.38
13089	8/21/2017 Jones Hardware	\$133.56
13090	8/21/2017 Laura Thompson	\$101.98
13091	8/21/2017 Plant Palace & Florist	\$230.30
13092	8/21/2017 Unicoi Volunteer Fire Dept.	\$45,000.00
13093	8/25/2017 Charlene Thomas	\$370.34
13094	8/25/2017 Elizabethton Electric	\$11.15
13095	8/25/2017 Erwin Utilities	\$1,683.26
13096	8/25/2017 G & C Supply Co., Inc.	\$145.67
13097	8/25/2017 Unicoi Water Utility District	\$197.62
13098	8/25/2017 Upper East Tennessee Building Officials Associatio	\$200.00
13099	8/25/2017 Waste Management of Tri-Cities	\$658.52
Total Disbursements:		\$95,702.34

Town of Unicoi Cash Summary for August 2017

Bank of Tennessee Checking Account:	\$ 873,968.61
State of Tennessee Investment Pool:	\$ 154.63
Certificates of Deposit:	
Mountain Commerce Bank - #377788 - Matures in June 5, 2018 Int. is 1.01%	\$ 107,525.37
Total CD's:	\$ 107,525.37
Jack E. Snider Estate Fiduciary Fund CD ( Not included in calculations below )	\$ 124,274.52
First Tennessee Bank - # 189374403 - Matures on January 31, 2017 - Interest is 0.25%	
Total Funds available before Debt Reserves end of August 2017:	\$ 981,648.61
High School Bond Reserve:	\$ 29,166.66
Total Funds available after Debt Reserves end of August 2017:	\$ 952,481.95
Months of Fund Balance available for operations:	7.2
Total Funds available after Debt Reserves end of July 2017:	\$ 965,019.50
Fund Balance Change after Debt Reserves this month:	\$ (12,537.55)
Fiscal 2018 Year-to-Date Fund Balance Change after Debt Reserves:	\$ (82,868.48)

Debt Description		Original Amounts
Debts	Sewer Bond - September 2045 - Interest Rate is 4.375%	\$ 1,010,124.00
	High School Bond - New Agreement - April, 2020 -Principal Only	\$ 1,531,250.00
	New Information Center - March 26, 2024 - Interest Rate is 3.45%	\$ 370,000.00
	Total:	\$ 2,911,374.00
Debt Balances at end of August 2017		Current Amounts
Debts	Sewer Bond - September 2045 - Interest Rate is 4.375%	\$ 842,306.95
	New Information Center - March 26, 2024 - Interest Rate is 3.45%	\$ 222,006.30
	Capital Outlay Note - June 2029 Interest Rate 2.67%	\$ 925,000.00
	Total:	\$ 1,989,313.25
Financial Obligations	High School Bond - New Agreement - April, 2020 - Principal Only	\$ 437,500.00



110	General Fund	Sub-Fund:	33550						
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg		
Total	Parks & Recreation Director	(43,000.00)	5,788.48	13.46 %	(3,583.33)	3,307.70	92.31 %		
122	Wages - F/T Year-Around Maintenance	(36,951.20)	4,893.46	13.24 %	(3,079.27)	2,567.85	83.39 %		
Total	Wages - F/T Year-Around	(36,951.20)	4,893.46	13.24 %	(3,079.27)	2,567.85	83.39 %		
125	Wages - Kitchen Manager	(60,000.00)	8,076.86	13.46 %	(5,000.00)	4,615.38	92.31 %		
Total	Wages - Kitchen Manager	(60,000.00)	8,076.86	13.46 %	(5,000.00)	4,615.38	92.31 %		
127	Assistant	(19,448.00)	3,143.25	16.16 %	(1,620.67)	1,853.50	114.37 %		
Total	Assistant	(19,448.00)	3,143.25	16.16 %	(1,620.67)	1,853.50	114.37 %		
129	Building Inspector	(6,600.00)	625.00	9.47 %	(550.00)	300.00	54.55 %		
Total	Building Inspector	(6,600.00)	625.00	9.47 %	(550.00)	300.00	54.55 %		
141	Payroll Taxes	(27,000.00)	17,837.43	66.06 %	(2,250.00)	9,013.56	400.60 %		
Total	Payroll Taxes	(27,000.00)	17,837.43	66.06 %	(2,250.00)	9,013.56	400.60 %		
142	Hospital & Health Insurance	(68,822.00)	11,606.90	16.87 %	(5,735.17)	5,803.45	101.19 %		
Total	Hospital & Health Insurance	(68,822.00)	11,606.90	16.87 %	(5,735.17)	5,803.45	101.19 %		
143	Retirement - Accrual	(14,500.00)	4,177.64	28.81 %	(1,208.33)	2,691.74	222.76 %		
Total	Retirement - Accrual	(14,500.00)	4,177.64	28.81 %	(1,208.33)	2,691.74	222.76 %		
146	Worker's Compensation	(5,300.00)	0.00	0.00 %	(441.67)	0.00	0.00 %		
Total	Worker's Compensation	(5,300.00)	0.00	0.00 %	(441.67)	0.00	0.00 %		
147	Unemployment Insurance	(765.00)	0.00	0.00 %	(63.75)	0.00	0.00 %		
Total	Unemployment Insurance	(765.00)	0.00	0.00 %	(63.75)	0.00	0.00 %		
148	Education & Training	(5,300.00)	0.00	0.00 %	(441.67)	0.00	0.00 %		
Total	Education & Training	(5,300.00)	0.00	0.00 %	(441.67)	0.00	0.00 %		
149	Optional Insurance	(1,645.00)	580.68	35.30 %	(137.08)	460.16	335.68 %		



110	General Fund	Sub-Fund: 33550	Description	Budget Estimate	Year-To-Date Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Total			Optional Insurance	(1,645.00)	580.68	35.30 %	(137.08)	460.16	335.68 %
209			Building Inspector Expenses	(2,500.00)	350.45	14.02 %	(208.33)	150.45	72.22 %
Total			Building Inspector Expenses	(2,500.00)	350.45	14.02 %	(208.33)	150.45	72.22 %
236			Public Relations, Good Will	(3,000.00)	112.00	3.73 %	(250.00)	0.00	0.00 %
Total			Public Relations, Good Will	(3,000.00)	112.00	3.73 %	(250.00)	0.00	0.00 %
239			Membership Dues	(1,769.00)	0.00	0.00 %	(147.42)	0.00	0.00 %
Total			Membership Dues	(1,769.00)	0.00	0.00 %	(147.42)	0.00	0.00 %
241			Electric	(20,350.00)	2,876.80	14.14 %	(1,695.83)	1,721.47	101.51 %
Total			Electric	(20,350.00)	2,876.80	14.14 %	(1,695.83)	1,721.47	101.51 %
242			Water Utilities	(4,200.00)	428.74	10.21 %	(350.00)	221.19	63.20 %
Total			Water Utilities	(4,200.00)	428.74	10.21 %	(350.00)	221.19	63.20 %
244			Gas Utilities	(4,050.00)	110.70	2.73 %	(337.50)	51.30	15.20 %
Total			Gas Utilities	(4,050.00)	110.70	2.73 %	(337.50)	51.30	15.20 %
245			Telephone	(13,650.00)	1,949.79	14.28 %	(1,137.50)	974.96	85.71 %
Total			Telephone	(13,650.00)	1,949.79	14.28 %	(1,137.50)	974.96	85.71 %
247			Street Lighting	(2,000.00)	422.05	21.10 %	(166.67)	204.10	122.46 %
Total			Street Lighting	(2,000.00)	422.05	21.10 %	(166.67)	204.10	122.46 %
248			Garbage - Waste Management	0.00	658.52	0.00 %	0.00	658.52	0.00 %
Total			Garbage - Waste Management	0.00	658.52	0.00 %	0.00	658.52	0.00 %
249			Ftdd Planning Services	(8,500.00)	4,170.00	49.06 %	(708.33)	0.00	0.00 %
Total			Ftdd Planning Services	(8,500.00)	4,170.00	49.06 %	(708.33)	0.00	0.00 %
252			Legal Services						



Town of Unicoi  
Summary Financial Statement with Cost Centers  
August 2017

110	General Fund	Sub-Fund: 33550		Budget Estimate	Year-To-Date		% of Budget	Estimate	Month-To-Date		% of Avg
Account	Description				Actual			Avg/Mth	Actual		
Total	Legal Services			(31,000.00)	2,887.50		9.31 %	(2,583.33)	0.00		0.00 %
253	Accounting & Auditing Services			(31,000.00)	2,887.50		9.31 %	(2,583.33)	0.00		0.00 %
Total	Accounting & Auditing Services			(14,000.00)	0.00		0.00 %	(1,166.67)	0.00		0.00 %
255	Data Processing Services			(2,800.00)	0.00		0.00 %	(233.33)	0.00		0.00 %
Total	Data Processing Services			(2,800.00)	0.00		0.00 %	(233.33)	0.00		0.00 %
256	Netta			(500.00)	500.00		100.00 %	(41.67)	500.00		1,200.00 %
Total	Netta			(500.00)	500.00		100.00 %	(41.67)	500.00		200.00 %
258	Economic Development Membership			(17,068.10)	0.00		0.00 %	(1,422.34)	0.00		0.00 %
Total	Economic Development			(17,068.10)	0.00		0.00 %	(1,422.34)	0.00		0.00 %
259	Ftdd			(763.00)	763.00		100.00 %	(63.58)	0.00		0.00 %
Total	Ftdd			(763.00)	763.00		100.00 %	(63.58)	0.00		0.00 %
261	Repair & Maintenance - Motor Vehicles			(3,500.00)	805.90		23.03 %	(291.67)	672.67		230.63 %
Total	Repair & Maintenance - Motor			(3,500.00)	805.90		23.03 %	(291.67)	672.67		230.63 %
262	Small Mtce Equipment & Hand Tools			(1,000.00)	243.53		24.35 %	(83.33)	133.56		160.27 %
Total	Small Mtce Equipment & Hand			(1,000.00)	243.53		24.35 %	(83.33)	133.56		160.27 %
263	New Payroll Accounting Software			(5,800.00)	1,974.50		34.04 %	(483.33)	0.00		0.00 %
Total	New Payroll Accounting Software			(5,800.00)	1,974.50		34.04 %	(483.33)	0.00		0.00 %
265	Grounds Maintenance			(5,000.00)	684.98		13.70 %	(416.67)	370.34		88.88 %
Total	Grounds Maintenance			(5,000.00)	684.98		13.70 %	(416.67)	370.34		88.88 %
266	Building Maintenance			(3,500.00)	799.49		22.84 %	(291.67)	399.00		136.80 %
Total	Building Maintenance			(3,500.00)	799.49		22.84 %	(291.67)	399.00		136.80 %

110	General Fund	Sub-Fund: 33550	Description	Budget Estimate	Year-To-Date Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
267	Repair & Maintenance - Annex								
Total			Repair & Maintenance - Annex	(15,000.00)	0.00	0.00 %	(1,250.00)	0.00	0.00 %
268	Street Maintenance & Repair								
Total			Street Maintenance & Repair	(302,000.00)	60,738.35	20.11 %	(25,166.67)	221.63	0.88 %
270	New Equipment Purchase								
Total			New Equipment Purchase	(5,000.00)	0.00	0.00 %	(416.67)	0.00	0.00 %
276	Building Security								
Total			Building Security	(800.00)	300.00	37.50 %	(66.67)	90.00	135.00 %
278	Building Maintenance								
Total			Building Maintenance	(1,500.00)	0.00	0.00 %	(125.00)	0.00	0.00 %
280	Travel & Entertainment								
Total			Travel & Entertainment	(23,850.00)	2,025.41	8.49 %	(1,987.50)	1,137.41	57.23 %
299	Miscellaneous Expenses								
Total			Miscellaneous Expenses	(8,600.00)	3,555.66	41.34 %	(716.67)	1,870.11	260.95 %
300	Electric Automobile Charger								
Total			Electric Automobile Charger	(4,000.00)	0.00	0.00 %	(333.33)	0.00	0.00 %
305	Mhk Equipment								
Total			Mhk Equipment	(5,000.00)	33,543.62	670.87 %	(416.67)	5,704.73	1,369.14 %
310	Office Supplies								
Total			Office Supplies	(22,575.00)	3,789.69	16.79 %	(1,881.25)	2,040.59	108.47 %
312	Small Items Of Office Equipment								
Total			Small Items Of Office Equipment	(750.00)	0.00	0.00 %	(62.50)	0.00	0.00 %

110	General Fund	Sub-Fund: 33550	Budget Estimate	Year-To-Date Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Account	Description							
Total	Small Items Of Office Equipment		(750.00)	0.00	0.00 %	(62.50)	0.00	0.00 %
313	Computer Software & Website Development		(1,500.00)	0.00	0.00 %	(125.00)	0.00	0.00 %
Total	Computer Software & Website		(1,500.00)	0.00	0.00 %	(125.00)	0.00	0.00 %
315	Advertising, Brochures, Literature, Etc.		(11,000.00)	5,095.57	46.32 %	(916.67)	1,093.50	119.29 %
Total	Advertising, Brochures, Literature,		(11,000.00)	5,095.57	46.32 %	(916.67)	1,093.50	119.29 %
321	Landscaping Program		(5,500.00)	148.40	2.70 %	(458.33)	148.40	32.38 %
Total	Landscaping Program		(5,500.00)	148.40	2.70 %	(458.33)	148.40	32.38 %
323	Unicoi Town Banners		(2,500.00)	466.60	18.66 %	(208.33)	0.00	0.00 %
Total	Unicoi Town Banners		(2,500.00)	466.60	18.66 %	(208.33)	0.00	0.00 %
325	Recreation Projects & Equipment		(17,500.00)	554.63	3.17 %	(1,458.33)	169.63	11.63 %
Total	Recreation Projects & Equipment		(17,500.00)	554.63	3.17 %	(1,458.33)	169.63	11.63 %
326	Interstate Mowing		(49,000.00)	7,650.00	15.61 %	(4,083.33)	7,650.00	187.35 %
Total	Interstate Mowing		(49,000.00)	7,650.00	15.61 %	(4,083.33)	7,650.00	187.35 %
329	Other Operating Supplies		(500.00)	115.85	23.17 %	(41.67)	115.85	278.04 %
Total	Other Operating Supplies		(500.00)	115.85	23.17 %	(41.67)	115.85	278.04 %
342	Town Of Unicoi Signage		(5,700.00)	0.00	0.00 %	(475.00)	0.00	0.00 %
Total	Town Of Unicoi Signage		(5,700.00)	0.00	0.00 %	(475.00)	0.00	0.00 %
345	Road Sign Replacement		(1,000.00)	145.67	14.57 %	(83.33)	145.67	174.80 %
Total	Road Sign Replacement		(1,000.00)	145.67	14.57 %	(83.33)	145.67	174.80 %
360	Economic Development Plan		(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
Total	Economic Development Plan		(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
361	Business Alliance Development		(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
Total	Business Alliance Development		(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %



110	General Fund	Sub-Fund: 33550	Year-To-Date		Month-To-Date			
	Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Total		Business Alliance Development	(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
510	General Liability Insurance		(15,000.00)	0.00	0.00 %	(1,250.00)	0.00	0.00 %
Total		General Liability Insurance	(15,000.00)	0.00	0.00 %	(1,250.00)	0.00	0.00 %
521	Building Insurance		(12,500.00)	0.00	0.00 %	(1,041.67)	0.00	0.00 %
Total		Building Insurance	(12,500.00)	0.00	0.00 %	(1,041.67)	0.00	0.00 %
555	Bank Service Charges		(60.00)	10.00	16.67 %	(5.00)	5.00	100.00 %
Total		Bank Service Charges	(60.00)	10.00	16.67 %	(5.00)	5.00	100.00 %
562	Municipal Court Expenses		(1,200.00)	57.70	4.81 %	(100.00)	28.85	28.85 %
Total		Municipal Court Expenses	(1,200.00)	57.70	4.81 %	(100.00)	28.85	28.85 %
601	High School Bond Issue		(175,000.00)	87,500.00	50.00 %	(14,583.33)	0.00	0.00 %
Total		High School Bond Issue	(175,000.00)	87,500.00	50.00 %	(14,583.33)	0.00	0.00 %
610	Capital Outlay Notes 1 Principal -		(85,000.00)	0.00	0.00 %	(7,083.33)	0.00	0.00 %
Total		Capital Outlay Notes 1 Principal -	(85,000.00)	0.00	0.00 %	(7,083.33)	0.00	0.00 %
614	Sewer Bond Principal		(17,427.98)	2,686.62	15.42 %	(1,452.33)	1,375.08	94.68 %
Total		Sewer Bond Principal	(17,427.98)	2,686.62	15.42 %	(1,452.33)	1,375.08	94.68 %
615	New Office Loan Principal		(30,349.50)	5,341.68	17.60 %	(2,529.13)	2,843.67	112.44 %
Total		New Office Loan Principal	(30,349.50)	5,341.68	17.60 %	(2,529.13)	2,843.67	112.44 %
630	Capital Outlay Notes 1 Interest		(5,000.00)	0.00	0.00 %	(416.67)	0.00	0.00 %
Total		Capital Outlay Notes 1 Interest	(5,000.00)	0.00	0.00 %	(416.67)	0.00	0.00 %
631	Sewer Bond Interest		(40,435.02)	6,215.38	15.37 %	(3,369.59)	3,075.92	91.28 %
Total		Sewer Bond Interest	(40,435.02)	6,215.38	15.37 %	(3,369.59)	3,075.92	91.28 %
633	New Office Loan Interest							

110	General Fund	Sub-Fund: 33550		Budget Estimate	Year-To-Date Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Account	Description								
Total				(7,457.70)	1,319.52	17.69 %	(621.48)	666.93	107.31 %
700	New Office Loan Interest			(7,457.70)	1,319.52	17.69 %	(621.48)	666.93	107.31 %
Total	4th Of July Freedom Fest			(12,000.00)	6,136.39	51.14 %	(1,000.00)	77.74	7.77 %
701	Strawberry Festival			(12,000.00)	6,136.39	51.14 %	(1,000.00)	77.74	7.77 %
Total	Strawberry Festival			(6,000.00)	2,253.40	37.56 %	(500.00)	2,253.40	450.68 %
702	Fall Festivals			(6,000.00)	2,253.40	37.56 %	(500.00)	2,253.40	450.68 %
Total	Fall Festivals			(4,000.00)	0.00	0.00 %	(333.33)	0.00	0.00 %
705	History Committee			(4,000.00)	0.00	0.00 %	(333.33)	0.00	0.00 %
Total	History Committee			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
721	Chips Donation			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
Total	Chips Donation			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
724	4-H Club Donation			(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
Total	4-H Club Donation			(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
727	Heritage Museum Donation			(2,500.00)	0.00	0.00 %	(208.33)	0.00	0.00 %
Total	Heritage Museum Donation			(2,500.00)	0.00	0.00 %	(208.33)	0.00	0.00 %
728	Uc Public Library Donation			(4,000.00)	0.00	0.00 %	(333.33)	0.00	0.00 %
Total	Uc Public Library Donation			(4,000.00)	0.00	0.00 %	(333.33)	0.00	0.00 %
730	Clinchfield Senior Adult Center Donation			(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
Total	Clinchfield Senior Adult Center			(3,000.00)	0.00	0.00 %	(250.00)	0.00	0.00 %
732	Second Harvest Food Bank Donation			(1,000.00)	0.00	0.00 %	(83.33)	0.00	0.00 %
Total	Second Harvest Food Bank			(1,000.00)	0.00	0.00 %	(83.33)	0.00	0.00 %



110	General Fund	Sub-Fund: 33550	Description	Budget Estimate	Year-To-Date Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
733	Veterans Affairs Donation			(1,000.00)	0.00	0.00 %	(83.33)	0.00	0.00 %
Total	Veterans Affairs Donation			(1,000.00)	0.00	0.00 %	(83.33)	0.00	0.00 %
734	Unicoi Church Of God Food Bank Donation			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
Total	Unicoi Church Of God Food Bank			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
735	Children's Advocacy Center			(1,000.00)	0.00	0.00 %	(83.33)	0.00	0.00 %
Total	Children's Advocacy Center			(1,000.00)	0.00	0.00 %	(83.33)	0.00	0.00 %
737	American Cancer Society			(1,500.00)	0.00	0.00 %	(125.00)	0.00	0.00 %
Total	American Cancer Society			(1,500.00)	0.00	0.00 %	(125.00)	0.00	0.00 %
738	Habitat For Humanity			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
Total	Habitat For Humanity			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
740	Uc Soil Conservation District			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
Total	Uc Soil Conservation District			(2,000.00)	0.00	0.00 %	(166.67)	0.00	0.00 %
749	Recover Appalachia			(2,500.00)	0.00	0.00 %	(208.33)	0.00	0.00 %
Total	Recover Appalachia			(2,500.00)	0.00	0.00 %	(208.33)	0.00	0.00 %
786	Roadscapes			(6,000.00)	0.00	0.00 %	(500.00)	0.00	0.00 %
Total	Roadscapes			(6,000.00)	0.00	0.00 %	(500.00)	0.00	0.00 %
789	Unaka Mountain Search & Rescue			(5,000.00)	0.00	0.00 %	(416.67)	0.00	0.00 %
Total	Unaka Mountain Search & Rescue			(5,000.00)	0.00	0.00 %	(416.67)	0.00	0.00 %
790	Unicoi Volunteer Fire Dept. Donation			(45,000.00)	45,000.00	100.00 %	(3,750.00)	45,000.00	1,200.00 %
Total	Unicoi Volunteer Fire Dept.			(45,000.00)	45,000.00	100.00 %	(3,750.00)	45,000.00	200.00 %
791	Uc Sheriff's Department Donation			(10,000.00)	0.00	0.00 %	(833.33)	0.00	0.00 %

110	General Fund	Sub-Fund: 33550		Budget Estimate	Year-To-Date Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Account		Description							
Total		Uc Sheriff's Department Donation		(10,000.00)	0.00	0.00 %	(833.33)	0.00	0.00 %
798		Sidewalks And Street Lights		(9,000.00)	0.00	0.00 %	(750.00)	0.00	0.00 %
Total		Sidewalks And Street Lights		(9,000.00)	0.00	0.00 %	(750.00)	0.00	0.00 %
Total		Total Expenditures		(1,650,443.74)	420,839.99	25.50 %	(137,536.98)	127,292.17	92.55 %
110	42900	General Fund		(431,193.74)	175,529.81	40.71 %	(35,932.81)	6,906.51	19.22 %