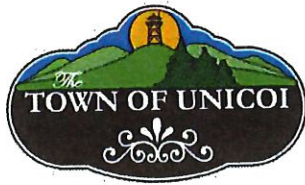


TOWN OF UNICOI BOARD OF MAYOR AND ALDERMEN
Unicoi Town Hall at 3600 Unicoi Drive, Unicoi TN 37692 Ph. 743-7162

AGENDA

Thursday, February 18, 2021 at 5:30 pm, Located at 106 Village Place

- 1. Call to Order:**
- 2. Invocation:**
- 3. Pledge of Allegiance:**
- 4. Roll Call:**
- 5. Approval of January 21st, 2021, BMA Minutes**
- 6. Citizen's Comments**
- 7. Review Citizen's Comments Previously Submitted**
- 8. Questions from the Public Viewing Electronically**
- 9. Tennessee Comptroller of the Treasury Letter of Compliance – CMFO Certification -
Mayor Bullen**
- 10. Old Business:**
 - a. Ordinance #2021-283 – Second Reading and Public Hearing of Ordinance #2021-283
an Ordinance for the Town of Unicoi, Tennessee, Authorizing the Enforcement of the
Rules of the Road as set forth in T.C.A. § 55-8-101 et seq. and T.C.A. § 55-10-101 et seq.**
- 11. Unfinished Business: None**



12. New Business:

- a. **Ordinance #2021 – 284**
Consideration and Approval of Ordinance #2021 – 284 an Ordinance to Rezone Property on Bill Garland Road and Marbleton Road From A-1 (General Agricultural) District to M-2 (Heavy Industrial) District. Property Defined as Parcel 050.01, 050.02, 050.03, and 050.04 Within the Town of Unicoi, shown on Unicoi County Tax Map 002, and Shown on the Map Attached hereto as “Exhibit A.”
- b. **Motion to Approve New Rate Proposals for the Two Capital Outlay Notes with Bank of Tennessee**
- c. **Massachusetts Avenue Improvement Study Agreement**
Unicoi, TN
TH&P Proposal No. 2011901C
- d. **Paddle Creek Road Improvements Study Agreement**
Unicoi, TN
TH&P Proposal No. 2011902C

13. Reports of Officers & Committees:

- a. **Planning Commission & Board of Zoning Appeals – Wanda Radford**
- b. **Mountain Harvest Kitchen – Report in Packet**
- c. **Parks & Recreation, Tourism & Public Relations – Report in Packet**
- d. **Police Department – Report Packet**
- e. **Municipal Court Report – Report in Packet**
- f. **Recorder’s Report – Report in Packet**
- g. **Financial Report – Deborah B. Kessler**

14. Announcements:

15. Adjournment:



MINUTES

TOWN OF UNICOI BOARD OF MAYOR AND ALDERMEN MEETING

Thursday, January 21st, 2021

Called to Order: The Town of Unicoi Board of Mayor and Aldermen Regular Session Meeting was Called to Order by Mayor Kathy Bullen, at 5:30 p.m., January 21st, 2021.

Invocation: Vice-Mayor Cooper

Pledge of Allegiance: Mayor Bullen

Members Present: Mayor Bullen
Vice-Mayor Cooper
Alderman Bennett
Alderman Radford
Alderman Ray

Members Absent:

Staff Present: Lois Shults-Davis, Attorney
Deborah B. Kessler, City Recorder
Lee Manning, MHK Director
Ashley Shelton, Communications Director
Andy Slagle, Police Chief

Mayor Bullen asked for Deborah B. Kessler, City Recorder to Call the Roll. Roll Call, Alderman Bennett, Alderman Ray, Alderman Radford and Vice-Mayor Cooper and Mayor Bullen answered Present

Amend Agenda: Mayor Bullen asked for a Motion to Amend the Agenda to Approve the addition of Utilities to the Town of Unicoi Maintenance Building. A Motion was made by Alderman Ray and was Seconded by Alderman Radford. The Motion was Unanimously Approved by Roll Call Vote: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

Approval of Minutes: A motion was made by Alderman Radford to Approve the December 21st, 2020 Meeting Minutes and was Seconded by Alderman Ray. There being no further discussion, the Minutes were Unanimously Approved by Roll Call Vote: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

Special Presentation of the TN Highway Officers of the Year Award were presented by Police Chief Andy Slagle, to Jay Elliott and Aaron Embler

Proclamation read by Mayor Bullen on Unicoi School Choice Week

Special Presentation by Mike Adams of the Unicoi Search and Rescue

Mayor Bullen asked for Citizen's Comments from Anyone Attending the Meeting:

Citizen's Comments: None

Mayor Bullen asked for Citizen's Comments from Anyone Previously Submitted:

There were None

Mayor Bullen asked for Citizen's Comments Viewing Electronically

Citizen's Comments Viewing Electronically: None

Board and Committee Appointments by Mayor Bullen – Mayor Bullen appointed Vice-Mayor Cooper to serve on the Unicoi County Animal Welfare Board. Vice-Mayor Cooper accepted the appointment to the board.

Old Business:

a. Ordinance #2020-281

Second Reading and Public Hearing to Approve Ordinance #2020-281 an Ordinance of the Town of Unicoi, Tennessee to Establish Policy Regarding Board of Mayor and Aldermen Schedule of Compensation

Motion made by Alderman Ray to approve the Second Reading of Ordinance #2020-281 and was seconded by Vice-Mayor Cooper. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

b. Ordinance #2020-282

Second Reading and Public Hearing to Approve Ordinance #2020-282 an Ordinance to Repeal Ordinance #2016-249 of the Town of Unicoi, Tennessee Regarding the Meeting Schedule for the Town of Unicoi Planning Commission

Motion made by Alderman Ray to approve the Second Reading of Ordinance #2020-282 and was seconded by Alderman Radford. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

Unfinished Business: None

New Business:

a. Resolution 2021-325 A Resolution Recognizing the Necessity of Fiber-Optic Broadband and Supporting Legislation Authorizing the Expansion of Erwin Fiber Broadband Service throughout Unicoi County

Motion made by Alderman Ray to approve Resolution 2021-325 and was seconded by Alderman Radford. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

b. Resolution 2021-326 a Resolution of Easement and Right of Way by and Between the Town of Unicoi hereinafter referred to as "Landowner" and the Erwin Utilities Authority, a Municipal Utility Authority

Motion made by Vice-Mayor Cooper to approve Resolution 2021-326 and was seconded by Alderman Ray. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

c. Maintenance Building Shed Expansion Approval to Bid

Motion made by Alderman Radford to approve the Maintenance Building Shed Expansion and was seconded by Vice-Mayor Cooper. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

d. Ordinance #2021-283 – Consideration and Approval of Ordinance #2021-283 an Ordinance for the Town of Unicoi, Tennessee, Authorizing the Enforcement of the Rules of the Road as set forth in T.C.A. § 55-8-101 et seq. and T.C.A. § 55-10-101 et seq.

Motion made by Alderman Radford to approve the First Reading of Ordinance #2021-283 and was seconded by Alderman Ray. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

e. Approval to add utilities (gas, water, electricity, and sewer) to the Existing Town of Unicoi Maintenance Building

Mayor Bullen questioned city recorder about the funds for adding the utilities to the maintenance building. City Recorder, Kessler stated there was \$10,000.00 that was budgeted for the Maintenance Building Shed Expansion and that a budget amendment could be done with a line item move for the cost of adding the utilities. A budget appropriation for the Maintenance Building Expansion project will be done with a budget appropriation amendment that will take two readings after the bid cost is received with the actual cost amount.

Motion made by Alderman Ray to approve the Adding of Utilities to the Existing Maintenance Building and was seconded by Alderman Radford. Roll call was all ayes: Alderman Bennett, Alderman Radford, Alderman Ray, Vice-Mayor Cooper, and Mayor Bullen

Reports of Officers & Committees:

- a. Planning Commission & Board of Zoning Appeals – Wanda Radford
- b. Mountain Harvest Kitchen – Report in Packet
- c. Parks & Recreation, Tourism & Public Relations – Report in Packet
- d. Police Department – Report Packet
- e. Municipal Court Report – Report in Packet
- f. Recorder's Report – Report in Packet
- g. Financial Report – Deborah B. Kessler

A motion was made by Alderman Radford to approve the financial report as presented and was seconded by Vice-Mayor Cooper. Roll call was all ayes: Alderman Bennett, Alderman Ray, Alderman Radford, Vice-Mayor Cooper, and Mayor Bullen

Announcements:

The next Planning Commission will be held on Monday, February 1, 2021 at 5:30 p.m. at town hall. The next BMA meeting will be held Thursday, February 18, 2021 at 5:30 p.m. There will be no BMA Work Session for the month of February.

Motion to Adjourn: Motion by Vice-Mayor Cooper and Seconded by Alderman Radford
Meeting Adjourned vote unanimous.

Adjournment: Meeting Adjourned 7:30 p.m.

Mayor Kathryn Bullen

Deborah B. Kessler, City Recorder



JASON E. MUMPOWER
Comptroller

January 27, 2021

MEMORANDUM

TO: Honorable Mayor and Board
Town of Unicoi

FROM: Jerry E. Durham, CPA, CGFM, CFE, Assistant Director
Division of Local Government Audit

A handwritten signature in black ink, reading "Jerry E. Durham".

SUBJECT: Annual Compliance Report Form for 2019
Municipal Finance Officer Certification and Education Act of 2007

Based on the current filing status of your municipality related to compliance with the Municipal Finance Officer Certification and Education Act of 2007, *Tennessee Code Annotated*, Section 6-56-401, et. seq. (The Act):

Section I - Municipality's Compliance Status

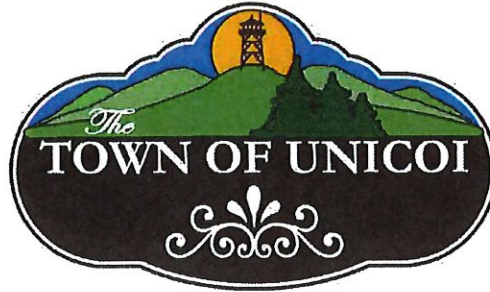
- a. ☒ your municipality appears to be **in compliance** with The Act and your filing is complete for this year. See the Additional Action Required sections below to determine if there is any further action required by the municipality.

Section II - Additional Action Required for This Year

- a. ☒ No additional action is required this year.

Section III - Additional Action Required for Future Filings

- a. ☐ The city and audit information tab, which can be updated from the "City/Municipality Information" link in the CARS system, did not include:
- i. ☐ the current term of office for board members
 - ii. ☐ email addresses
 - iii. ☐ Other Click here to enter text.



ORDINANCE # 2021-283

**AN ORDINANCE FOR THE TOWN OF UNICOI,
TENNESSEE, AUTHORIZING THE ENFORCEMENT OF
THE RULES OF THE ROAD AS SET FORTH IN T.C.A.
§ 55-8-101 et seq., T.C.A. § 55-10-101 et seq. AND
PURSUANT TO TOWN OF UNICOI CODE § 15-201**

WHEREAS, the Board of Mayor and Alderman are authorized to amend the Town of Unicoi Municipal Code; and

WHEREAS, the Tennessee General Assembly has adopted laws pertaining to the enforcement of the national system of interstate and defense highways within the limits of a municipality which may be adopted by municipalities and enforced as municipal ordinance violations pursuant to T.C.A. § 55-10-308; and

WHEREAS, the Board of Mayor and Alderman of the Town of Unicoi finds it necessary to permit the Town of Unicoi's Police Department to enforce the interstate rules of the road on highways within the territorial limits of the Town; and

NOW, THEREFORE, BE IT ORDAINED that Board of Mayor and Alderman of the Town of Unicoi, has determined that it is in the best interests of the citizens of the Town of Unicoi and the Town of Unicoi Police Department be authorized to enforce the rules of the road as set forth in § 55-8-101 et seq., T.C.A. § 55-10-308 et seq. and pursuant to Town of Unicoi Code § 15-201 on the portions of the interstate highway lying within the territorial limits of the Town of Unicoi.

Adopted, this ordinance shall take effect from and after its final passage, the public welfare requiring it.

Voting by the Board, as follows, on the 21st day of January, 2021:

First Reading:

	<u>Aye</u>	<u>No</u>
Alderman Bennett	X	___
Alderman Radford	X	___
Alderman Ray	X	___
Vice-Mayor Cooper	X	___
Mayor Bullen	X	___

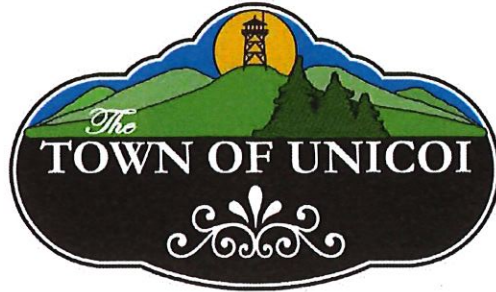
Voting by the Board, as follows, on the 18th day of February, 2021:

Public Hearing and Second Reading:

	<u>Aye</u>	<u>No</u>
Alderman Bennett	___	___
Alderman Radford	___	___
Alderman Ray	___	___
Vice-Mayor Cooper	___	___
Mayor Bullen	___	___

Kathy Bullen, Mayor

Deborah B. Kessler, City Recorder



ORDINANCE NO. 2021 - 284

AN ORDINANCE TO REZONE PROPERTY ON BILL GARLAND ROAD AND MARBLETON ROAD FROM A-1 (GENERAL AGRICULTURAL) DISTRICT TO M-2 (HEAVY INDUSTRIAL) DISTRICT

WHEREAS, the Unicoi Board of Mayor and Aldermen has adopted a zoning ordinance establishing zoning districts within the Town of Unicoi, Tennessee and regulations for the use of property therein; and

WHEREAS, the Unicoi Board of Mayor and Aldermen that the zoning plan may be changed from time to time to provide for the continued efficient and economic development of the town; and

WHEREAS, Summers-Taylor Materials Company, owner of certain property within the corporate limits of Unicoi, Tennessee, has requested that the property be rezoned from A-1 (General Agricultural) District to M-2 (Heavy Industrial) District; and

WHEREAS, The Unicoi Regional Planning Commission did review a request that the property be rezoned on February 1st, 2021, and recommended that the Unicoi Board of Mayor and Aldermen deny the rezoning request of the property from A-1 (General Agricultural) District to M-2 (Heavy Industrial) District.

WHEREAS, the Unicoi Board of Mayor and Alderman reviewed the rezone request and has decided to approve the rezoning of the property from A-1 (General Agricultural) District to M-2 (Heavy Industrial) District:

NOW, THEREFORE BE IT ORDAINED that the Unicoi Board of Mayor and Aldermen hereby amends the Unicoi Zoning Map to show the following property to be zoned M-2 (Heavy Industrial) District:

Property defined as Parcel 050.01, 050.02, 050.03, and 050.04 within the Town of Unicoi, shown on Unicoi County Tax Map 002, and shown on the map attached hereto as "Exhibit A."

This ordinance shall be effective from and after its passage, the public welfare requiring it.

Heard by the Planning Commission

02/01/2021

Date

Approved on First Reading

Date

Public Hearing Held on

Date

Passed on Second Reading

Date

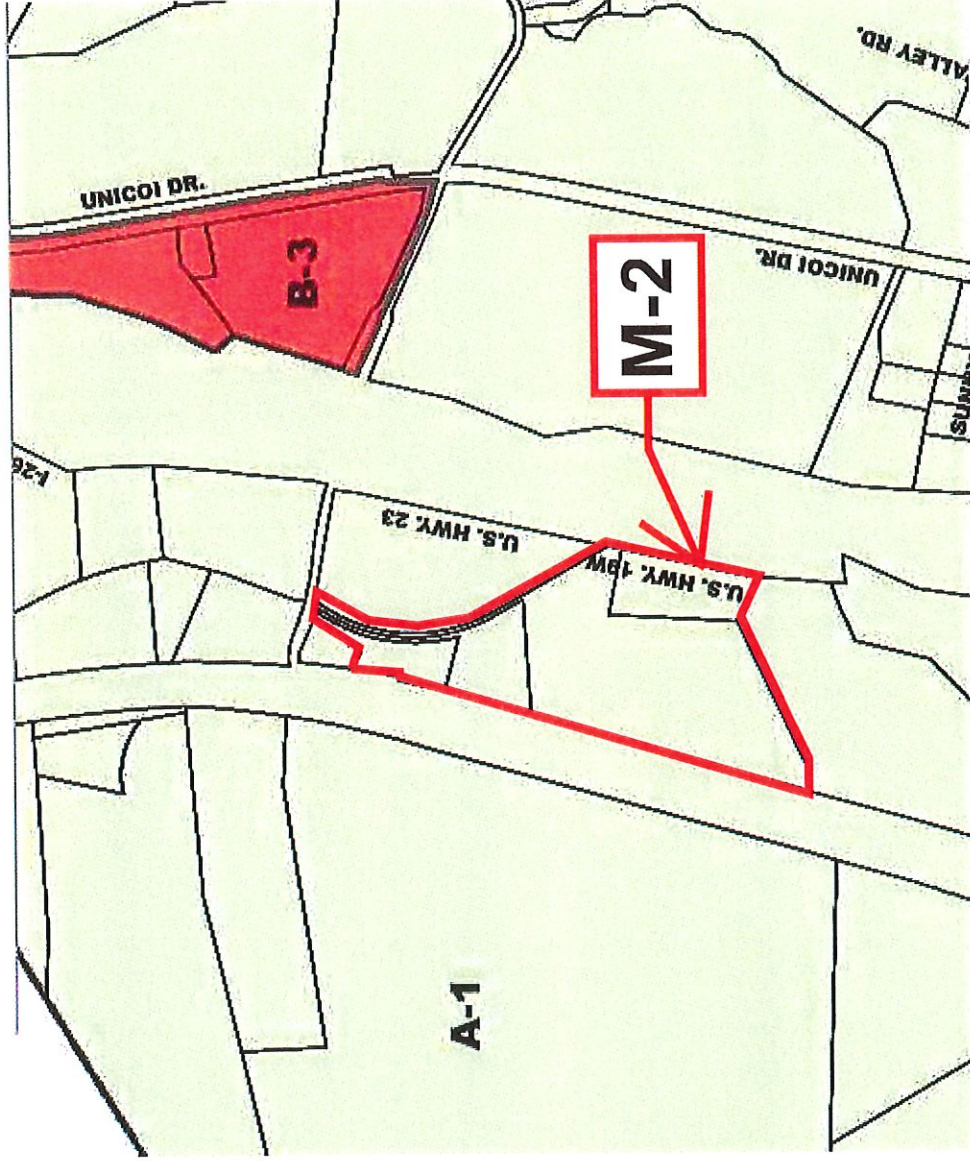
Approved and Signed in Open Meeting:

Mayor

ATTEST:

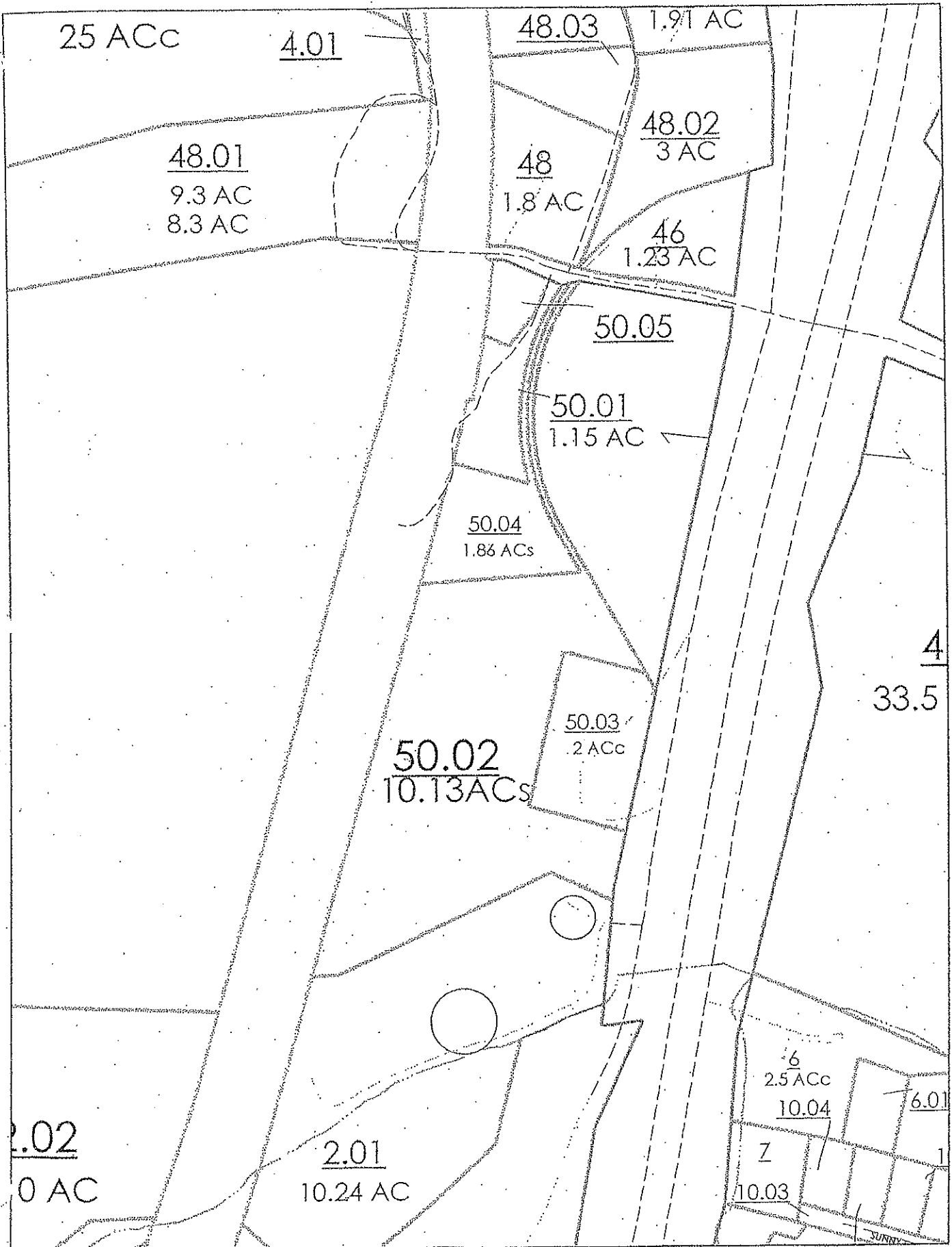
City Recorder

"Exhibit A"



LEGEND

 Property to be considered



711. **M-2 Heavy Industrial District.** It is the intent of this district to establish areas which, unless closely regulated might contain uses which cause a detrimental effect upon and might be injurious to surrounding areas. This district was created therefore for heavy type industries and uses and to discourage noise, odor, dust, and other objectionable conditions.

711.1. Any use permitted in a business district.

711.2. Terminals

711.3. Wholesale business

711.4. Warehouses

711.5. Storage yards and buildings and similar uses.

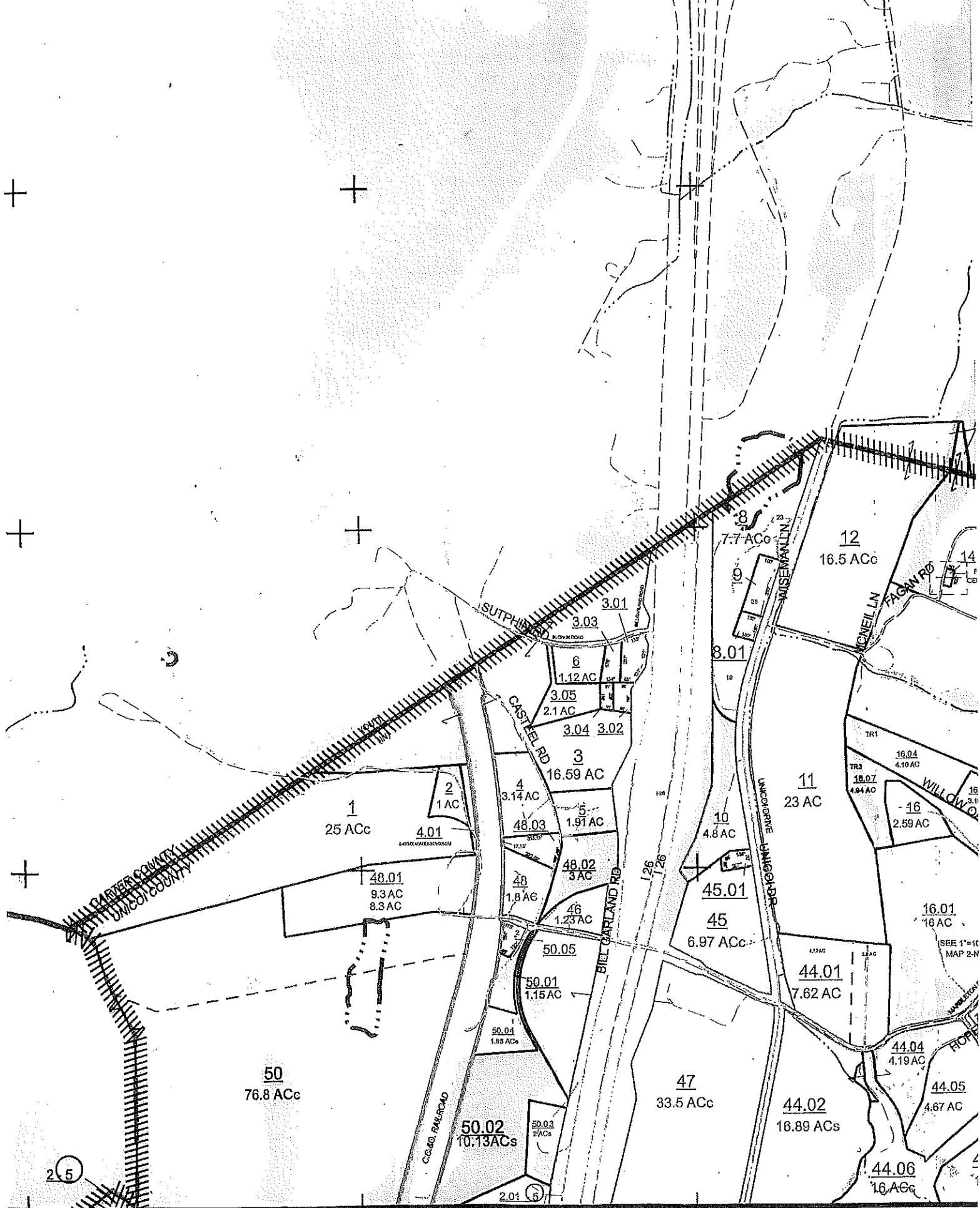
711.6. Any industry which does not cause injurious or obnoxious noise, fire hazards or other objectionable conditions as determined by the building inspector.

711.7. Adult Oriented Establishments subject to meeting all requirements of the ordinance.

711.8. Methadone Clinic.

711.8.1. May not be located within 2,000 feet of any school, day-care, park, or church.

711.8.2. On lots that abut a residential district the Unicoi Planning Commission may require all buildings and improvements be properly screened and shall be located so as to comply with the side yard requirements of the adjacent residential district.





Town of Unicoi

Rate Proposal

To whom it may concern:

Please let this serve as a rate proposal for the two capital outlay notes with Bank of Tennessee.

Loan Number	Current Balance	Maturity Date	Current Rate	Proposed Rate
69446	\$113,168.10	3/26/2024	3.45%	2.00%
3000011848	\$726,000.00	4/1/2029	2.67%	2.30%

The following pages will show the current amortization schedule and proposed amortization for both of the notes.

A blue ink signature of Dustin Brown, written in a cursive style.

Dustin Brown

Vice President
Business Banker

1230 North Main Avenue
Erwin, TN 37650

office: 423.743.6625

mobile: 423.306.7666

fax: 423.743.1592

dbrown@bankoftennessee.com

Mailing Address:

P.O. Box 4980 | Johnson City, TN 37602

Carter County Bank and Mountain Community Bank are divisions of Bank of Tennessee | Member FDIC | Equal Housing Lender



1 BANK OF TENNESSEE

LOANS SYSTEM
Amortization Schedule

Account Number	69446	TOWN OF UNICOI
Loan Amount	113,168.10	3600 UNICOI DR
Interest Rate	3.45000 %	UNICOI TN 37692-6860
Year Base	365/360	

Pmt Date	Payment Amount	Principal	Interest	Ending Balance
001 02/26/21	3,150.60	2,814.40	336.20	110,353.70
002 03/26/21	3,150.60	2,854.49	296.11	107,499.21
003 04/26/21	3,150.60	2,831.23	319.37	104,667.98
004 05/26/21	3,150.60	2,849.68	300.92	101,818.30
005 06/26/21	3,150.60	2,848.12	302.48	98,970.18
006 07/26/21	3,150.60	2,866.06	284.54	96,104.12
007 08/26/21	3,150.60	2,865.09	285.51	93,239.03
008 09/26/21	3,150.60	2,873.60	277.00	90,365.43
009 10/26/21	3,150.60	2,890.80	259.80	87,474.63
010 11/26/21	3,150.60	2,890.73	259.87	84,583.90
011 12/26/21	3,150.60	2,907.42	243.18	81,676.48
Annual Total	34,656.60	31,491.62	3,164.98	
012 01/26/22	3,150.60	2,907.95	242.65	78,768.53
013 02/26/22	3,150.60	2,916.59	234.01	75,851.94
014 03/26/22	3,150.60	2,947.07	203.53	72,904.87
015 04/26/22	3,150.60	2,934.01	216.59	69,970.86
016 05/26/22	3,150.60	2,949.43	201.17	67,021.43
017 06/26/22	3,150.60	2,951.49	199.11	64,069.94
018 07/26/22	3,150.60	2,966.40	184.20	61,103.54
019 08/26/22	3,150.60	2,969.07	181.53	58,134.47
020 09/26/22	3,150.60	2,977.90	172.70	55,156.57
021 10/26/22	3,150.60	2,992.02	158.58	52,164.55
022 11/26/22	3,150.60	2,995.63	154.97	49,168.92
023 12/26/22	3,150.60	3,009.24	141.36	46,159.68
Annual Total	37,807.20	35,516.80	2,290.40	
024 01/26/23	3,150.60	3,013.47	137.13	43,146.21
025 02/26/23	3,150.60	3,022.42	128.18	40,123.79
026 03/26/23	3,150.60	3,042.93	107.67	37,080.86
027 04/26/23	3,150.60	3,040.44	110.16	34,040.42
028 05/26/23	3,150.60	3,052.73	97.87	30,987.69
029 06/26/23	3,150.60	3,058.54	92.06	27,929.15
030 07/26/23	3,150.60	3,070.31	80.29	24,858.84
031 08/26/23	3,150.60	3,076.75	73.85	21,782.09
032 09/26/23	3,150.60	3,085.89	64.71	18,696.20
033 10/26/23	3,150.60	3,096.84	53.76	15,599.36
034 11/26/23	3,150.60	3,104.26	46.34	12,495.10
035 12/26/23	3,150.60	3,114.68	35.92	9,380.42
Annual Total	37,807.20	36,779.26	1,027.94	
036 01/26/24	3,150.60	3,122.73	27.87	6,257.69
037 02/26/24	3,150.60	3,132.01	18.59	3,125.68
038 03/26/24	3,134.37	3,125.68	8.69	.00
Annual Total	9,435.57	9,380.42	55.15	
Grand Total	119,706.57	113,168.10	6,538.47	

End of Report



1 BANK OF TENNESSEE

LOANS SYSTEM
Amortization Schedule

Account Number	69446	TOWN OF UNICOI
Loan Amount	113,168.10	3600 UNICOI DR
Interest Rate	2.00000 %	UNICOI TN 37692-6860
Year Base	365/360	

Pmt Date	Payment Amount	Principal	Interest	Ending Balance
001 02/26/21	3,150.60	2,955.70	194.90	110,212.40
002 03/26/21	3,150.60	2,979.16	171.44	107,233.24
003 04/26/21	3,150.60	2,965.92	184.68	104,267.32
004 05/26/21	3,150.60	2,976.82	173.78	101,290.50
005 06/26/21	3,150.60	2,976.16	174.44	98,314.34
006 07/26/21	3,150.60	2,986.74	163.86	95,327.60
007 08/26/21	3,150.60	2,986.43	164.17	92,341.17
008 09/26/21	3,150.60	2,991.57	159.03	89,349.60
009 10/26/21	3,150.60	3,001.68	148.92	86,347.92
010 11/26/21	3,150.60	3,001.89	148.71	83,346.03
011 12/26/21	3,150.60	3,011.69	138.91	80,334.34
Annual Total	34,656.60	32,833.76	1,822.84	
012 01/26/22	3,150.60	3,012.25	138.35	77,322.09
013 02/26/22	3,150.60	3,017.43	133.17	74,304.66
014 03/26/22	3,150.60	3,035.01	115.59	71,269.65
015 04/26/22	3,150.60	3,027.86	122.74	68,241.79
016 05/26/22	3,150.60	3,036.87	113.73	65,204.92
017 06/26/22	3,150.60	3,038.30	112.30	62,166.62
018 07/26/22	3,150.60	3,046.99	103.61	59,119.63
019 08/26/22	3,150.60	3,048.78	101.82	56,070.85
020 09/26/22	3,150.60	3,054.03	96.57	53,016.82
021 10/26/22	3,150.60	3,062.24	88.36	49,954.58
022 11/26/22	3,150.60	3,064.57	86.03	46,890.01
023 12/26/22	3,150.60	3,072.45	78.15	43,817.56
Annual Total	37,807.20	36,516.78	1,290.42	
024 01/26/23	3,150.60	3,075.14	75.46	40,742.42
025 02/26/23	3,150.60	3,080.43	70.17	37,661.99
026 03/26/23	3,150.60	3,092.01	58.59	34,569.98
027 04/26/23	3,150.60	3,091.07	59.53	31,478.91
028 05/26/23	3,150.60	3,098.13	52.47	28,380.78
029 06/26/23	3,150.60	3,101.72	48.88	25,279.06
030 07/26/23	3,150.60	3,108.47	42.13	22,170.59
031 08/26/23	3,150.60	3,112.42	38.18	19,058.17
032 09/26/23	3,150.60	3,117.78	32.82	15,940.39
033 10/26/23	3,150.60	3,124.03	26.57	12,816.36
034 11/26/23	3,150.60	3,128.53	22.07	9,697.83
035 12/26/23	3,150.60	3,134.45	16.15	6,553.38
Annual Total	37,807.20	37,264.18	543.02	
036 01/26/24	3,150.60	3,139.31	11.29	3,414.07
037 02/26/24	3,150.60	3,144.72	5.88	269.35
038 03/26/24	269.78	269.35	.43	.00
Annual Total	6,570.98	6,553.38	17.60	
Grand Total	116,841.98	113,168.10	3,673.88	

End of Report

TOWN OF UNICOI

Computation Interval: Monthly

Nominal Annual Rate: 2.670%

Cash Flow Data - Loans and Payments

Event	Date	Amount	Number	Period	End Date
1 Loan	03/30/2017	925,000.00	1		
2 Payment	10/01/2017	Interest Only	1		
3 Payment	04/01/2018	Fixed Principal	1		
Principal payment amount		63,500.00			
4 Payment	10/01/2018	Interest Only	1		
5 Payment	04/01/2019	Fixed Principal	1		
Principal payment amount		66,500.00			
6 Payment	10/01/2019	Interest Only	1		
7 Payment	04/01/2020	Fixed Principal	1		
Principal payment amount		69,000.00			
8 Payment	10/01/2020	Interest Only	1		
9 Payment	04/01/2021	Fixed Principal	1		
Principal payment amount		71,000.00			
10 Payment	10/01/2021	Interest Only	1		
11 Payment	04/01/2022	Fixed Principal	1		
Principal payment amount		73,000.00			
12 Payment	10/01/2022	Interest Only	1		
13 Payment	04/01/2023	Fixed Principal	1		
Principal payment amount		75,500.00			
14 Payment	10/01/2023	Interest Only	1		
15 Payment	04/01/2024	Fixed Principal	1		
Principal payment amount		78,000.00			
16 Payment	10/01/2024	Interest Only	1		
17 Payment	04/01/2025	Fixed Principal	1		
Principal payment amount		80,500.00			
18 Payment	10/01/2025	Interest Only	1		
19 Payment	04/01/2026	Fixed Principal	1		
Principal payment amount		83,000.00			
20 Payment	10/01/2026	Interest Only	1		

TOWN OF UNICOI

Event	Date	Amount	Number	Period	End Date
21 Payment	04/01/2027	Fixed Principal	1		
Principal payment amount		85,500.00			
22 Payment	10/01/2027	Interest Only	1		
23 Payment	04/01/2028	Fixed Principal	1		
Principal payment amount		88,500.00			
24 Payment	10/01/2028	Interest Only	1		
25 Payment	04/01/2029	Fixed Principal	1		
Principal payment amount		91,000.00			

TVale Amortization Schedule - U.S. Rule, 30E3/360

	Date	Payment	Interest	Principal	Balance
Loan	03/30/2017				925,000.00
1	10/01/2017	12,417.35	12,417.35	0.00	925,000.00
2017 Totals		12,417.35	12,417.35	0.00	
2	04/01/2018	75,848.75	12,348.75	63,500.00	861,500.00
3	10/01/2018	11,501.03	11,501.03	0.00	861,500.00
2018 Totals		87,349.78	23,849.78	63,500.00	
4	04/01/2019	78,001.03	11,501.03	66,500.00	795,000.00
5	10/01/2019	10,613.25	10,613.25	0.00	795,000.00
2019 Totals		88,614.28	22,114.28	66,500.00	
6	04/01/2020	79,613.25	10,613.25	69,000.00	726,000.00
7	10/01/2020	9,692.10	9,692.10	0.00	726,000.00
2020 Totals		89,305.35	20,305.35	69,000.00	
8	04/01/2021	80,692.10	9,692.10	71,000.00	655,000.00
9	10/01/2021	8,744.25	8,744.25	0.00	655,000.00
2021 Totals		89,436.35	18,436.35	71,000.00	
10	04/01/2022	81,744.25	8,744.25	73,000.00	582,000.00
11	10/01/2022	7,769.70	7,769.70	0.00	582,000.00
2022 Totals		89,513.95	16,513.95	73,000.00	
12	04/01/2023	83,269.70	7,769.70	75,500.00	506,500.00
13	10/01/2023	6,761.78	6,761.78	0.00	506,500.00
2023 Totals		90,031.48	14,531.48	75,500.00	
14	04/01/2024	84,761.78	6,761.78	78,000.00	428,500.00
15	10/01/2024	5,720.48	5,720.48	0.00	428,500.00
2024 Totals		90,482.26	12,482.26	78,000.00	

TOWN OF UNICOI

	Date	Payment	Interest	Principal	Balance
16	04/01/2025	86,220.48	5,720.48	80,500.00	348,000.00
17	10/01/2025	4,645.80	4,645.80	0.00	348,000.00
2025 Totals		90,866.28	10,366.28	80,500.00	
18	04/01/2026	87,645.80	4,645.80	83,000.00	265,000.00
19	10/01/2026	3,537.75	3,537.75	0.00	265,000.00
2026 Totals		91,183.55	8,183.55	83,000.00	
20	04/01/2027	89,037.75	3,537.75	85,500.00	179,500.00
21	10/01/2027	2,396.33	2,396.33	0.00	179,500.00
2027 Totals		91,434.08	5,934.08	85,500.00	
22	04/01/2028	90,896.33	2,396.33	88,500.00	91,000.00
23	10/01/2028	1,214.85	1,214.85	0.00	91,000.00
2028 Totals		92,111.18	3,611.18	88,500.00	
24	04/01/2029	92,214.85	1,214.85	91,000.00	0.00
2029 Totals		92,214.85	1,214.85	91,000.00	
Grand Totals		1,094,960.74	169,960.74	925,000.00	

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
2.670%	\$169,960.74	\$925,000.00	\$1,094,960.74

TOWN OF UNICOI

Computation Interval: Monthly

Nominal Annual Rate: 2.300%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	03/30/2017	925,000.00	1		
2	Payment	10/01/2017	Interest Only	1		
3	Payment	04/01/2018	Fixed Principal	1		
	Principal payment amount		63,500.00			
4	Payment	10/01/2018	Interest Only	1		
5	Payment	04/01/2019	Fixed Principal	1		
	Principal payment amount		66,500.00			
6	Payment	10/01/2019	Interest Only	1		
7	Payment	04/01/2020	Fixed Principal	1		
	Principal payment amount		69,000.00			
8	Payment	10/01/2020	Interest Only	1		
9	Payment	04/01/2021	Fixed Principal	1		
	Principal payment amount		71,000.00			
10	Payment	10/01/2021	Interest Only	1		
11	Payment	04/01/2022	Fixed Principal	1		
	Principal payment amount		73,000.00			
12	Payment	10/01/2022	Interest Only	1		
13	Payment	04/01/2023	Fixed Principal	1		
	Principal payment amount		75,500.00			
14	Payment	10/01/2023	Interest Only	1		
15	Payment	04/01/2024	Fixed Principal	1		
	Principal payment amount		78,000.00			
16	Payment	10/01/2024	Interest Only	1		
17	Payment	04/01/2025	Fixed Principal	1		
	Principal payment amount		80,500.00			
18	Payment	10/01/2025	Interest Only	1		
19	Payment	04/01/2026	Fixed Principal	1		
	Principal payment amount		83,000.00			
20	Payment	10/01/2026	Interest Only	1		

TOWN OF UNICOI

Event	Date	Amount	Number	Period	End Date
21 Payment	04/01/2027	Fixed Principal	1		
Principal payment amount		85,500.00			
22 Payment	10/01/2027	Interest Only	1		
23 Payment	04/01/2028	Fixed Principal	1		
Principal payment amount		88,500.00			
24 Payment	10/01/2028	Interest Only	1		
25 Payment	04/01/2029	Fixed Principal	1		
Principal payment amount		91,000.00			

TValue Amortization Schedule - U.S. Rule, 30E3/360

Date	Payment	Interest	Principal	Balance
Loan 03/30/2017				925,000.00
1 10/01/2017	10,696.60	10,696.60	0.00	925,000.00
2017 Totals	10,696.60	10,696.60	0.00	
2 04/01/2018	74,137.50	10,637.50	63,500.00	861,500.00
3 10/01/2018	9,907.25	9,907.25	0.00	861,500.00
2018 Totals	84,044.75	20,544.75	63,500.00	
4 04/01/2019	76,407.25	9,907.25	66,500.00	795,000.00
5 10/01/2019	9,142.50	9,142.50	0.00	795,000.00
2019 Totals	85,549.75	19,049.75	66,500.00	
6 04/01/2020	78,142.50	9,142.50	69,000.00	726,000.00
7 10/01/2020	8,349.00	8,349.00	0.00	726,000.00
2020 Totals	86,491.50	17,491.50	69,000.00	
8 04/01/2021	79,349.00	8,349.00	71,000.00	655,000.00
9 10/01/2021	7,532.50	7,532.50	0.00	655,000.00
2021 Totals	86,881.50	15,881.50	71,000.00	
10 04/01/2022	80,532.50	7,532.50	73,000.00	582,000.00
11 10/01/2022	6,693.00	6,693.00	0.00	582,000.00
2022 Totals	87,225.50	14,225.50	73,000.00	
12 04/01/2023	82,193.00	6,693.00	75,500.00	506,500.00
13 10/01/2023	5,824.75	5,824.75	0.00	506,500.00
2023 Totals	88,017.75	12,517.75	75,500.00	
14 04/01/2024	83,824.75	5,824.75	78,000.00	428,500.00
15 10/01/2024	4,927.75	4,927.75	0.00	428,500.00
2024 Totals	88,752.50	10,752.50	78,000.00	

TOWN OF UNICOI

	Date	Payment	Interest	Principal	Balance
16	04/01/2025	85,427.75	4,927.75	80,500.00	348,000.00
17	10/01/2025	4,002.00	4,002.00	0.00	348,000.00
2025 Totals		89,429.75	8,929.75	80,500.00	
18	04/01/2026	87,002.00	4,002.00	83,000.00	265,000.00
19	10/01/2026	3,047.50	3,047.50	0.00	265,000.00
2026 Totals		90,049.50	7,049.50	83,000.00	
20	04/01/2027	88,547.50	3,047.50	85,500.00	179,500.00
21	10/01/2027	2,064.25	2,064.25	0.00	179,500.00
2027 Totals		90,611.75	5,111.75	85,500.00	
22	04/01/2028	90,564.25	2,064.25	88,500.00	91,000.00
23	10/01/2028	1,046.50	1,046.50	0.00	91,000.00
2028 Totals		91,610.75	3,110.75	88,500.00	
24	04/01/2029	92,046.50	1,046.50	91,000.00	0.00
2029 Totals		92,046.50	1,046.50	91,000.00	
Grand Totals		1,071,408.10	146,408.10	925,000.00	

ANNUAL PERCENTAGE RATE	FINANCE CHARGE	Amount Financed	Total of Payments
The cost of your credit as a yearly rate.	The dollar amount the credit will cost you.	The amount of credit provided to you or on your behalf.	The amount you will have paid after you have made all payments as scheduled.
2.300%	\$146,408.10	\$925,000.00	\$1,071,408.10

January 29, 2021

Mr. Roger Cooper
Town of Unicoi
P.O. Box 39
Unicoi, TN 37650

Phone: (423) 676-5113
E-mail: rcoop@att.net

**RE: Massachusetts Avenue Improvement Study
 Unicoi, TN
 TH&P Proposal No. 2011901C**

Dear Mr. Cooper:

Tysinger, Hampton & Partners, Inc. appreciates the opportunity to provide you with this proposal for surveying and engineering services associated with the above referenced project. The scope of this study includes development of preliminary roadway plans to widen approximately ± 0.7 miles of Massachusetts Avenue (from $\pm 300'$ east of Jess Hopson Road to I-26) to two travel lanes along the existing alignment, and provision of an opinion of probable construction cost. This proposal is based on the following assumptions:

1. The roadway will be widened to accommodate two 11' wide travel lanes and 3' wide shoulders.
2. The blue line stream paralleling Massachusetts Avenue may need to be relocated to accommodate the proposed roadway improvements; however, it is unknown whether the stream is a water of Tennessee. This proposal assumes that the stream is not a water of Tennessee and the following items are not included in this proposal:
 - a) hydrologic determination to ascertain whether the stream is a water of Tennessee
 - b) stream mitigation designs
 - c) estimates of stream mitigation costs

Should the above items become necessary for use in the study, they will be priced separately and an addendum to our contract will be requested.

3. The existing sanitary sewer line along the project route requires correction to repair settlement that has occurred in the roadway pavement; however, the

cause of the settlement is unknown. It is assumed that spot excavations of the sanitary sewer will be performed by others to aid in determining the cause of the settlement. If it is determined that the sanitary sewer lines do not need to be relocated, recommendations will be provided to remediate the settlement in-place based on the findings of the spot excavations.

This proposal is outlined as follows:

I. SCOPE OF SERVICES

PART A – DATA COLLECTION

1. **430 TH&P** to obtain existing available mapping (LiDAR, tax maps, FEMA mapping, etc.) for use in developing preliminary roadway improvement plans. \$ 300.00
2. **430 TH&P** to provide a strip topographic survey (± 50 -feet wide x ± 0.7 miles) along the project route (± 4 acres), for use in developing preliminary roadway improvement plans. \$ 7,000.00

PART A SUB TOTAL \$ 7,300.00

PART B – PRELIMINARY DESIGN

1. **130 TH&P** to provide a preliminary roadway improvement plan to evaluate the feasibility of the improvements and provide tools for discussion. The preliminary plan is anticipated to include the following items:
 1. Cover Sheet
 2. Existing Conditions/Demolition Plan
 3. Layout Plan
 4. Grading and Stormwater Drainage Plan
 5. Roadway Profiles (as necessary)
 6. Utility Relocation Plan
 7. Utility Profiles (sanitary and storm sewer, as necessary)

PRELIMINARY ROADWAY IMPROVEMENT PLANS \$ 23,700.00
2. **130 TH&P** to provide an opinion of construction cost based on the preliminary roadway improvement plan. \$ 3,100.00

Please note: **TH&P** recommends that the client engage the services of a qualified general contractor or construction estimator to identify the costs of construction associated with the design. The opinion of construction

cost being provided represents a judgment as a design professional and is supplied for the general guidance of the client only.

PART B SUB TOTAL \$ 26,800.00

PART C – MEETINGS & REIMBURSABLE EXPENSES

Meetings and reimbursable expenses will be invoiced at hourly unit rates in accordance with the attached *2020 Rate Schedule*. Estimated costs are provided below for budgeting purposes.

1. **810** Meetings with owner, city, contractor or regulatory agencies will be invoiced at unit rates. Estimated Budget Cost \$ 900.00
2. **990** Reimbursable expenses (time and expenses related to copies, prints, faxes, postage, emails, etc.) Estimated Budget Cost \$ 100.00

PART C SUB TOTAL \$ 1,000.00

TOTAL \$ 35,100.00

II. NOT INCLUDED IN THIS PROPOSAL BUT CAN BE PROVIDED

1. Spot Excavations (Equipment, Labor, Materials, etc.)
2. Preliminary Engineering Report (PER)
3. Construction Drawings
4. Bridge Design
5. Traffic Study
6. Environmental Studies
7. ALTA, Boundary, & As-built Surveys
8. Geotechnical Exploration
9. Asbestos Containing Materials (ACM) Surveys
10. Master Planning Services
11. Architectural Designs
12. Landscaping Plan
13. Irrigation Plan
14. Site Photometric and Lighting Plan
15. Electrical and Telecommunications Plan
16. Natural Gas Piping

17. Structural Designs (Retaining Walls, Buildings, Signs, etc.)
18. Pump Station Design
19. Permit Assistance
20. Permit Fees (by owner). (Checks for permit fees can either be written to the respective permitting entity by the owner or TH&P. If TH&P writes the check, the owner will be assessed a service fee of 15% which will be included as a reimbursable expense on the invoice.)
21. FEMA Permitting
22. Flood Study
23. Wetlands or Stream Identification/Mitigation
24. Hydrologic Determinations
25. Zoning Issues
26. Bidding Services
27. Construction Services
 - a. Construction Staking
 - b. Construction Administration
 - c. Shop Drawing Reviews
 - d. Records and Reports
 - e. Submittal Reviews
 - f. Construction Meetings
 - g. Change Order Requests
 - h. Pay Requests
 - i. Resident Project Observation
 - j. One Year Warranty Inspection(s)
28. Off-site Surveys for Improvements to Existing Roadways, Gravity Sewers, Sanitary Pump Stations, etc.
29. Off-site Utilities and Roadway Designs
30. Off-site Stormwater Design and Permitting
31. Any item not specifically stated in the Scope of Services

III. SPECIAL CONDITIONS

1. Utilities:

Location of existing utilities shall be determined by:

- Observed evidence collected on or above the surface of the surveyed area and observed in the process of conducting the fieldwork. Examples of such

evidence include pipeline markers, manholes, valves, meters, transformers, pedestals, clean-outs, utility poles, overhead lines and guy wires, etc.

- Evidence from plans obtained from utility companies and/or provided by the client (with reference as to the sources of information).
- Markings requested pursuant to an 811 utility locate or similar request.

Please note: Source information from plans and markings will be combined with observed evidence of utilities to develop a view of the underground utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, in some jurisdictions, 811 or other similar utility located requests from surveyors may be ignored or result in an incomplete response, in which case TH&P shall note on the survey how this affected the surveyor's assessment of the location of the utilities. Where additional or more detailed information is required, the client is advised that excavation and/or private utility locate request may be necessary.

2. Schedule

Our schedule will permit us to start upon receipt of notice to proceed. We will put forth our best effort to meet any schedule you feel may be necessary.

3. Payment

- Invoices will be based on percentage of work completed.
- **A MONTHLY SERVICE CHARGE of 2% (24% per annum)** will be added on all accounts outstanding over 15 days from date of invoice.

4. Revisions

Minor plan changes resulting from owner comments, regulatory changes, etc. are anticipated and included in the fees outlined in this proposal. Should excessive revisions necessitate substantial reworking of our original scope of services, then additional engineering fees may apply. These additional fees will be identified to the client prior to continuation of the work and will either be billed at unit rates or a negotiated price, as mutually agreed.

5. Fees:

The above prices are valid for thirty days only.

6. Plans:

All plans, including but not limited to surveys, plats, exhibits and construction drawings, will be prepared using an AutoCAD format.

Mr. Roger Cooper
Massachusetts Avenue Improvements
January 29, 2021

Thank you for the consideration to work with you on this project. If you would like to initiate our services on this project, please sign in the space provided on the attached agreement and we will use this correspondence as notice to proceed with the work.

Sincerely,
Tysinger, Hampton & Partners, Inc.

A handwritten signature in blue ink that reads "Thomas O. Patton, Jr." The signature is written in a cursive, flowing style.

Thomas O. Patton, Jr., PE
President



2011901C



Civil Engineering
Surveying
Environmental Consulting

Tysinger, Hampton & Partners, Inc.

**2020 RATE SCHEDULE
EFFECTIVE 09/01/2020**

CIVIL		SURVEYING	
Expert Witness-All Fields	\$255.00 per hr.	Professional Land Surveyor	\$130.00 per hr.
Principals	\$185.00 per hr.	Project Manager/Surveyor	\$95.00 per hr.
Engineering Manager	\$165.00 per hr.	Technician 1 – Surveying	\$85.00 per hr.
Senior Project Leader – Civil	\$130.00 per hr.	Technician 3 – Surveying	\$55.00 per hr.
Project Leader – Civil	\$110.00 per hr.	Survey Crew	\$140.00 per hr.
Project Manager – Civil	\$95.00 per hr.		
Stormwater Reporting	\$80.00 per hr.		
Senior Designer – Civil	\$80.00 per hr.		
Designer - Civil	\$75.00 per hr.		
CADD	\$70.00 per hr.	ADMINISTRATIVE	
Technician – Civil	\$55.00 per hr.	Administrative Support	\$60.00 per hr.
CEI/Engineer's Field Representative	\$80.00 per hr.		

Mileage	IRS Standard Business Rate
Materials	
Specifications and other xerographic reproductions	
8.5x11, 8.5x14 & 11x17	\$0.25 per sheet
Binders	
0" to 1.5"	
2.0" to 3.0"	\$2.50 each
Oversized	\$4.00 each
Fax	At Cost
CD's & DVD's	\$0.50 per sheet
Paper Plans (including those required for submittals)	
18x24, 22x36, 24x36, 30x42 & 36x48	\$2.00 per sheet
Mylar	
18x24, 22x36, 24x36, 30x42 & 36x48	\$12.00 per sheet
Specialty Monuments (with Surveyor Certification)	
Deed Research (printout)	\$20.00 each

Long distance telephone calls, special mailings (overnight, express, etc.), governmental maps, deeds, reductions, etc. (as noted above) required for project use, will be billed at actual expense incurred. Submittal fees required by governmental agencies are the responsibility of the client. (Submittal fees required by governmental agencies that are paid by TH&P will be billed as an extra and shall include a markup of 15%.) Travel expenses outside the Tri-Cities area will be billed at actual expense incurred.

PRICES SUBJECT TO CHANGE WITHOUT NOTICE.



☒ E-mail Instructions:

Please find attached a copy of our Agreement for Professional Services. If you would like to initiate our services, **please sign the agreement on page 3, initial pages 1 and 2 (as indicated) and return to:**

Contract Department
E-mail: owalker@tysinger-engineering.com

Upon receipt we will execute and return to you for your files.

☐ Facsimile Instructions:

Please find attached a copy of our Agreement for Professional Services. If you would like to initiate our services, **please sign the agreement on page 3, initial pages 1 and 2 (as indicated) and return to:**

Contract Department
Attn: Olivia Walker
Fax: (423) 282-1621

Upon receipt we will execute and return to you for your files.

☐ Mailing Instructions:

Please find enclosed 2 copies of our Agreement for Professional Services. If you would like to initiate our services, **please sign both copies of the agreement on page 3, initial pages 1 and 2 (as indicated) and return both to:**

Contract Department, Attn: Olivia Walker
Tysinger, Hampton & Partners, Inc.
P.O. Box 982
Johnson City, TN 37605-0982

Upon receipt we will execute one copy and return to you for your files.

Thank you for the consideration to work with you on this project.

Project: Massachusetts Avenue Improvement Study
Number/Client: 2011901C/Town of Unicoi

Tysinger Hampton & Partners, Inc.

AGREEMENT FOR PROFESSIONAL SERVICES

Project Number: 2011901C Date: January 29, 2021
Client's Name: Town of Unicoi
Address: P.O. Box 39
City, State Zip
Code: Unicoi, TN 37650
Phone: (423) 676-5113 Fax: _____
E-mail: rcoop@att.net

Project Name: Massachusetts Avenue Improvement Study
Location/Address _____
City, State Zip Code Unicoi, TN

Project Description : See the attached proposal dated 01/29/2021.

Scope of Services: See the attached proposal dated 01/29/2021.

Compensation for Services: See the attached proposal dated 01/29/2021.

Special Conditions:

- If surveying of existing utilities is being provided as a part of the scope of services, TH&P recommends that the client engage the services of a qualified utilities locator to identify the location of underground utilities prior to TH&P initiating surveying activities. TH&P will only survey visible utilities or utilities identified by others. Any utilities or underground facilities requested by the client to be surveyed after completion of surveying services will be considered an extra and will be billed at unit rates or at a negotiated price.

The above price(s) is valid for thirty days from date offered.

**THE TERMS AND CONDITIONS ON THE FOLLOWING PAGES (2 THROUGH 3)
ARE AN INTEGRAL PART OF THIS AGREEMENT.**

_____ Client (Initials) _____ TH&P (Initials)

TERMS & CONDITIONS

1. ACCESS TO THE SITE/JOBSITE SAFETY:

Unless otherwise stated, Tysinger, Hampton & Partners, Inc. (TH&P), herein referred to as the CONSULTANT, will have access to the site for activities necessary for the performance of the services. The CONSULTANT will take precautions to minimize damage resulting for these activities, but has not included in the project fee the cost of restoration of any resulting damage.

The CONSULTANT has not been retained or compensated to provide design and construction observation services relating to the CONTRACTOR's safety precautions or to means, methods, techniques, sequences or procedures for the CONTRACTOR to perform his work. The CLIENT understands that the CONSULTANT is not responsible, in any way, for the means, methods, techniques, sequences, procedures, or scheduling of construction, or for jobsite safety, and will not be responsible for any losses or injuries that occur at the Project site.

2. INDEMNIFICATION:

The CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damages, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the CONSULTANT's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her sub-consultants or anyone for whom the CONSULTANT is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement.

The CONSULTANT is not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence.

3. INSURANCE:

The CONSULTANT shall secure and endeavor to maintain such insurance as will protect the CLIENT from claims of negligence, bodily injury, death, or property damage that may arise out of the performance of the Consultants' services under this agreement.

4. RISK ALLOCATION/LIMITATION OF LIABILITY:

In recognition of the relative risks, rewards and benefits of the Project to both the CLIENT and the CONSULTANT, the risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, the CONSULTANT's total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses, including attorney's fees, arising out of this Agreement, from any cause or causes, shall not exceed the total amount of the CONSULTANT's fee or \$50,000.00, whichever is greater for any claim arising out of the CONSULTANT's negligence.

5. TERMINATION OF SERVICES:

This Agreement may be terminated by the CLIENT or by the CONSULTANT upon not less than seven days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating termination. If this Agreement is terminated by the CLIENT, the CONSULTANT shall be paid for services performed to the termination notice date, including reimbursable expenses due plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributable to termination, plus 15% of the total compensation earned to the time of termination to account for the CONSULTANT's rescheduling adjustments, reassignment of personnel and related costs incurred due to termination.

6. REIMBURSABLE EXPENSES:

Reimbursable expenses include actual expenditures made by the CONSULTANT, his employees, or his SUB-CONSULTANTS on behalf of the Project. Reimbursable expenses include, but are not necessarily limited to, the following: (a) expenses of transportation and living when

traveling in connection with the Project; long distance calls; overnight mail; telecopies;; (b) expenses of printing, reproduction, postage and handling of drawings and specifications, including duplicate sets at the completion of each phase of the Project for the CLIENT's review and approval. These reimbursable expenses shall be billed as a multiple of 1.0 times the cost incurred by the CONSULTANT. Fees paid by CONSULTANT for (c) testing and/or for securing approval of authorities having jurisdiction over the Project and (d) expenses related to SUB-CONSULTANTS and specialists when authorized by the CLIENT, shall be billed as a multiple of 1.15 times the cost paid by the CONSULTANT.

7. DISPUTES RESOLUTION:

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof shall be presented to non-binding mediation, subject to the parties agreeing to a mediator.

8. OWNERSHIP OF DOCUMENTS:

It is understood by and between the parties to this Agreement that all drawings, specifications and other work products of the CONSULTANT for this Project shall remain the property of the CONSULTANT and are instruments of the service for this Project only and shall apply to this particular Project and any reuse of the instruments of service of the CONSULTANT by the CLIENT for any extensions of the Project or for any other project without the written permission of the CONSULTANT shall be at the CLIENT's sole risk, and the CLIENT agrees to defend, indemnify and hold harmless the CONSULTANT from all claims, damages and expenses, including attorney's fees, arising out of any unauthorized reuse of the CONSULTANT's instruments of service by the CLIENT or by others acting through or on behalf of the CLIENT. Any reuse or adaption of the CONSULTANT's instruments of service on other projects shall entitle the CONSULTANT to additional compensation in an amount to be agreed upon by the CLIENT and the CONSULTANT.

9. GOVERNING LAW:

Unless otherwise specified within this Agreement, this Agreement shall be governed by the law of the State of Tennessee. In the event any provisions of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be valid and binding upon the parties. One or more waivers by either party of any provision, term, condition or covenant shall not be construed by the other party was a waiver of a subsequent breach of the same by the other party.

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Fees for services shall be as provided in this Agreement. Where the approximate total fee is based on a manpower estimate and is to be billed on an hourly basis per the CONSULTANT's Standard Fee Schedule, this total fee shall be understood to be an estimate. If the CONSULTANT's estimate is exceeded by more than ten percent (10%), the CLIENT shall be so notified in advance.

Progress payments shall be made in proportion to services rendered and will be invoiced on a semimonthly basis, unless otherwise stated on page one. Invoice amounts are due when rendered and shall be considered past due if not paid within Fifteen (15) days after issue date. At the sole discretion of the CONSULTANT, unpaid amounts may be subject to a monthly service charge of 2% of the then unpaid balance (24.0% true annual rate), from the fifteenth (15th) day, with a minimum charge of 2%.

If the CLIENT fails to make payments when due the CONSULTANT, the CONSULTANT may, after giving seven days written notice to the CLIENT, suspend services under this Agreement and retain all work products deliverable to the CLIENT until full payment. The project completion date shall be automatically extended by the number of days services are suspended.

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Client (Initials) TH&P (Initials)

If the Project is delayed or if the CONSULTANT's services for the Project are delayed or suspended for more than three months for reasons beyond the CONSULTANT's control, the CONSULTANT may, after giving seven days written notice to the CLIENT, terminate this Agreement, and the CLIENT shall compensate the CONSULTANT in accordance with the termination provision contained in this Agreement.

11. CLIENT'S RESPONSIBILITIES:

The CLIENT shall designate a person to act with authority on his behalf in respect to all aspects of the Project, shall examine and respond promptly to CONSULTANT's submissions, and shall give prompt written notice to the CONSULTANT whenever he observes or otherwise becomes aware of any defect in or problem with the Project.

The CLIENT shall also provide to the CONSULTANT all criteria and full information as to his requirements for the Project, and shall:

- Guarantee access to and make all provisions for the CONSULTANT to enter upon public and private properties as necessary to accomplish the work;
- Provide such legal, accounting, independent cost estimating, and insurance counseling services as may be required for the Project.
- Furnish approvals and permits from all governmental authorities and/or agencies having jurisdiction over the Project;
- Provide the CONSULTANT with escorts and means of access to all areas of the Project; this being necessary for the orderly progress of the work, the CONSULTANT shall be entitled to rely upon the efficiency and completeness thereof; and
- Compensate the CONSULTANT for services rendered under this Agreement and pay all costs incidental to CLIENT furnished items.

12. EXTENT OF AGREEMENT:

This Agreement represents the entire and integrated Agreement between the CLIENT and the CONSULTANT and supersedes all prior negotiations, or agreements, either written or oral. This Agreement may be amended only by written instrument signed by both the CLIENT and the CONSULTANT.

The CONSULTANT intends to render services under the terms of this Agreement in accordance with generally accepted professional practices consistent with the intended use of the Project and makes no warranty either expressed or implied.

Any opinion of construction cost prepared by the CONSULTANT represents his judgement as a design professional and is supplied for the general guidance of the CLIENT. Since the CONSULTANT has no control over the cost of labor and material, or over competitive bidding or market conditions, the CONSULTANT does not guarantee the accuracy of such opinions as compared to CONTRACTOR bids or actual cost to the CLIENT.

13. CHANGES IN THE SCOPE OF SERVICES:

The CLIENT may request changes in the *Scope of Services* of the Agreement to be performed hereunder. Such changes, including any increase or decrease in the amount of the CONSULTANT's compensation, which are mutually agreed upon by and between the CLIENT and the CONSULTANT shall be incorporated into this Agreement by written amendment. Any changes made to the construction documents by the CLIENT, or by the CLIENT's representatives, are strictly prohibited without the knowledge and written consent of the CONSULTANT. The CONSULTANT shall be released from any liability resulting from damages, injuries, and or death resulting from the unauthorized alteration of construction documents.

14. EXISTING AND/OR HIDDEN CONDITIONS:

A condition is hidden if it is concealed by existing finishes or features or if it cannot be investigated by reasonable visual observation. If the CONSULTANT has reason to believe that such a condition may exist, the CONSULTANT will notify the CLIENT who then shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the CLIENT fails to authorize such investigation or correction after due notification, or (2) the CONSULTANT has no reason to believe that such a condition exists, the CLIENT is responsible for all risks associated with this condition, and the CONSULTANT shall not be responsible for the

existing condition nor any resulting damages to persons or property. Further, the CONSULTANT will not be required to execute any document that would result in certifying, guaranteeing or warranting the existence of conditions whose existence the CONSULTANT cannot reasonably ascertain.

15. DESIGN WITHOUT CONSTRUCTION PHASE SERVICES:

It is understood and agreed that if CONSULTANT's *Basic Services* under this Agreement do not include project observation or review of the CONTRACTOR's performance or any of the construction phase services, and that such services will be provided by the CLIENT or by another party selected at the sole discretion of the CLIENT. Further, the CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and/or supervision and waives any claims against the CONSULTANT that may be in any way connected thereto.

In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any loss, claim or cost, including reasonable attorney's fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the CONSULTANT.

If the CLIENT requests in writing that the CONSULTANT provide any specific construction phase services and if the CONSULTANT agrees in writing to provide such services, then the CONSULTANT shall be compensated for Additional Services as provided in this Agreement.

16. WAIVER

In consideration of the substantial risks to the Engineer in rendering professional services in connection with this Project, the Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against the Engineer, its officers, directors, employees and subconsultants (collectively, Engineer), which may arise out of or in connection with this Project or the performance, by any of the parties above named, of the services under this agreement.

Accepted By: _____

(Client's Company Name)

(Client's Signature)

(Date Accepted)

(Print Client's Name and Title)

Tysinger Hampton & Partners, Inc.

(Consultant's Signature)

(Date Accepted)

Thomas O. Patton Jr., President

(Print Consultant's Name and Title)

January 29, 2021

Mr. Roger Cooper
Town of Unicoi
P.O. Box 39
Unicoi, TN 37650

Phone: (423) 676-5113
E-mail: rcoop@att.net

**RE: Paddle Creek Road Improvements Study
Unicoi, TN
TH&P Proposal No. 2011902C**

Dear Mr. Cooper:

Tysinger, Hampton & Partners, Inc. appreciates the opportunity to provide you with this proposal for surveying and engineering services associated with the above referenced project. The scope of this study includes development of preliminary roadway plans to widen approximately ± 0.5 miles of Paddle Creek Road (between Anderson Road and Whispering Pines Road) to two travel lanes along the existing alignment, and provision of an opinion of probable construction cost. This proposal is outlined as follows:

I. SCOPE OF SERVICES

PART A – DATA COLLECTION

1. **430 TH&P** to obtain existing available mapping (LiDAR, tax maps, surface water mapping, etc.) for use in developing preliminary roadway improvement plans. \$ 300.00
2. **430 TH&P** to provide a strip topographic survey (± 50 -foot wide x ± 0.5 miles) along the project route (± 3 acres), for use in developing preliminary roadway improvement plans. \$ 5,000.00

PART A SUB TOTAL \$ 5,300.00

PART B – PRELIMINARY DESIGN

1. **130 TH&P** to provide a preliminary roadway improvement plan to widen the existing roadway to two travel lanes along the existing alignment. The preliminary plan is anticipated to include the following items:

1. Cover Sheet
2. Existing Conditions/Demolition Plan
3. Layout Plan
4. Grading and Stormwater Drainage Plan
5. Roadway Profiles (as necessary)
6. Utility Relocation Plan
7. Utility Profiles (sanitary and storm sewer, as necessary)

PRELIMINARY ROADWAY IMPROVEMENT PLANS \$ 16,100.00

2. **130 TH&P** to provide an opinion of construction cost based on the preliminary roadway improvement plan..... \$ 3,100.00

Please note: **TH&P** recommends that the client engage the services of a qualified general contractor or construction estimator to identify the costs of construction associated with the design. The opinion of construction cost being provided represents a judgment as a design professional and is supplied for the general guidance of the client only.

PART B SUB TOTAL \$ 19,200.00

PART C – MEETINGS & REIMBURSABLE EXPENSES

Meetings and reimbursable expenses will be invoiced at hourly unit rates in accordance with the attached *2020 Rate Schedule*. Estimated costs are provided below for budgeting purposes.

1. **810** Meetings with owner, city, contractor or regulatory agencies will be invoiced at unit rates. Estimated Budget Cost \$ 900.00
2. **990** Reimbursable expenses (time and expenses related to copies, prints, faxes, postage, emails, etc.). Estimated Budget Cost \$ 100.00

PART C SUB TOTAL \$ 1,000.00

TOTAL \$ 25,500.00

II. NOT INCLUDED IN THIS PROPOSAL BUT CAN BE PROVIDED

1. Construction Drawings
2. Preliminary Engineering Report (PER)
3. Traffic Study
4. Environmental Studies
5. ALTA, Boundary, & As-built Surveys
6. Geotechnical Exploration
7. Asbestos Containing Materials (ACM) Surveys
8. Master Planning Services
9. Architectural Designs
10. Landscaping Plan
11. Irrigation Plan
12. Site Photometric and Lighting Plan
13. Electrical and Telecommunications Plan
14. Natural Gas Piping
15. Structural Designs (Retaining Walls, Buildings, Signs, etc.)
16. Pump Station Design
17. Permit Assistance
18. Permit Fees (by owner). (Checks for permit fees can either be written to the respective permitting entity by the owner or TH&P. If TH&P writes the check, the owner will be assessed a service fee of 15% which will be included as a reimbursable expense on the invoice.)
19. FEMA Permitting
20. Flood Study
21. Wetlands or Stream Identification/Mitigation
22. Hydrologic Determinations
23. Zoning Issues
24. Bidding Services
25. Construction Services
 - a. Construction Staking
 - b. Construction Administration
 - c. Shop Drawing Reviews
 - d. Records and Reports
 - e. Submittal Reviews
 - f. Construction Meetings
 - g. Change Order Requests
 - h. Pay Requests

- i. Resident Project Observation
 - j. One Year Warranty Inspection(s)
26. Off-site Surveys for Improvements to Existing Roadways, Gravity Sewers, Sanitary Pump Stations, etc.
27. Off-site Utilities and Roadway Designs
28. Off-site Stormwater Design and Permitting
29. Any item not specifically stated in the Scope of Services

III. SPECIAL CONDITIONS

1. Utilities:

Location of existing utilities shall be determined by:

- Observed evidence collected on or above the surface of the surveyed area and observed in the process of conducting the fieldwork. Examples of such evidence include pipeline markers, manholes, valves, meters, transformers, pedestals, clean-outs, utility poles, overhead lines and guy wires, etc.
- Evidence from plans obtained from utility companies and/or provided by the client (with reference as to the sources of information).
- Markings requested pursuant to an 811 utility locate or similar request.

Please note: Source information from plans and markings will be combined with observed evidence of utilities to develop a view of the underground utilities. However, lacking excavation, the exact location of underground features cannot be accurately, completely, and reliably depicted. In addition, in some jurisdictions, 811 or other similar utility located requests from surveyors may be ignored or result in an incomplete response, in which case TH&P shall note on the survey how this affected the surveyor's assessment of the location of the utilities. Where additional or more detailed information is required, the client is advised that excavation and/or private utility locate request may be necessary.

2. Schedule

Our schedule will permit us to start upon receipt of notice to proceed. We will put forth our best effort to meet any schedule you feel may be necessary.

3. Payment

- Invoices will be based on percentage of work completed.
- **A MONTHLY SERVICE CHARGE of 2% (24% per annum)** will be added on all accounts outstanding over 15 days from date of invoice.

4. Revisions

Minor plan changes resulting from owner comments, regulatory changes, etc. are anticipated and included in the fees outlined in this proposal. Should excessive revisions necessitate substantial reworking of our original scope of services, then additional engineering fees may apply. These additional fees will be identified to the client prior to continuation of the work and will either be billed at unit rates or a negotiated price, as mutually agreed.

5. Fees:

The above prices are valid for thirty days only.

6. Plans:

All plans, including but not limited to surveys, plats, exhibits and construction drawings, will be prepared using an AutoCAD format.

Thank you for the consideration to work with you on this project. If you would like to initiate our services on this project, please sign in the space provided on the attached agreement and we will use this correspondence as notice to proceed with the work.

Sincerely,

Tysinger, Hampton & Partners, Inc.



Thomas O. Patton, Jr., PE
President



Civil Engineering
Surveying
Environmental Consulting

Tysinger, Hampton & Partners, Inc.

2020 RATE SCHEDULE EFFECTIVE 09/01/2020

CIVIL		SURVEYING	
Expert Witness-All Fields	\$255.00 per hr.	Professional Land Surveyor	\$130.00 per hr.
Principals	\$185.00 per hr.	Project Manager/Surveyor	\$95.00 per hr.
Engineering Manager	\$165.00 per hr.	Technician 1 – Surveying	\$85.00 per hr.
Senior Project Leader – Civil	\$130.00 per hr.	Technician 3 – Surveying	\$55.00 per hr.
Project Leader – Civil	\$110.00 per hr.	Survey Crew	\$140.00 per hr.
Project Manager – Civil	\$95.00 per hr.		
Stormwater Reporting	\$80.00 per hr.		
Senior Designer – Civil	\$80.00 per hr.		
Designer - Civil	\$75.00 per hr.	ADMINISTRATIVE	
CADD	\$70.00 per hr.	Administrative Support	\$60.00 per hr.
Technician – Civil	\$55.00 per hr.		
CEI/Engineer's Field Representative	\$80.00 per hr.		

Mileage	IRS Standard Business Rate
Materials	
Specifications and other xerographic reproductions	
8.5x11, 8.5x14 & 11x17	\$0.25 per sheet
Binders	
0" to 1.5"	
2.0" to 3.0"	\$2.50 each
Oversized	\$4.00 each
Fax	At Cost
CD's & DVD's	\$0.50 per sheet
Paper Plans (including those required for submittals)	
18x24, 22x36, 24x36, 30x42 & 36x48	\$2.00 per sheet
Mylar	
18x24, 22x36, 24x36, 30x42 & 36x48	\$12.00 per sheet
Specialty Monuments (with Surveyor Certification)	
Deed Research (printout)	\$20.00 each

Long distance telephone calls, special mailings (overnight, express, etc.), governmental maps, deeds, reductions, etc. (as noted above) required for project use, will be billed at actual expense incurred. Submittal fees required by governmental agencies are the responsibility of the client. (Submittal fees required by governmental agencies that are paid by TH&P will be billed as an extra and shall include a markup of 15%.) Travel expenses outside the Tri-Cities area will be billed at actual expense incurred.

PRICES SUBJECT TO CHANGE WITHOUT NOTICE.



☒ E-mail Instructions:

Please find attached a copy of our Agreement for Professional Services. If you would like to initiate our services, **please sign the agreement on page 3, initial pages 1 and 2 (as indicated) and return to:**

Contract Department
E-mail: owalker@tysinger-engineering.com

Upon receipt we will execute and return to you for your files.

☐ Facsimile Instructions:

Please find attached a copy of our Agreement for Professional Services. If you would like to initiate our services, **please sign the agreement on page 3, initial pages 1 and 2 (as indicated) and return to:**

Contract Department
Attn: Olivia Walker
Fax: (423) 282-1621

Upon receipt we will execute and return to you for your files.

☐ Mailing Instructions:

Please find enclosed 2 copies of our Agreement for Professional Services. If you would like to initiate our services, **please sign both copies of the agreement on page 3, initial pages 1 and 2 (as indicated) and return both to:**

Contract Department, Attn: Olivia Walker
Tysinger, Hampton & Partners, Inc.
P.O. Box 982
Johnson City, TN 37605-0982

Upon receipt we will execute one copy and return to you for your files.

Thank you for the consideration to work with you on this project.

Project: Paddle Creek Road Improvements Study
Number/Client: 2011902C/Town of Unicoi

Tysinger Hampton & Partners, Inc.

AGREEMENT FOR PROFESSIONAL SERVICES

Project Number: 2011902C Date: January 29, 2021
Client's Name: Town of Unicoi
Address: P.O. Box 39
City, State Zip
Code: Unicoi, TN 37650
Phone: (423) 676-5113 Fax: _____
E-mail: rcoop@att.net

Project Name: Paddle Creek Road Improvements Study
Location/Address
City, State Zip Code Unicoi, TN

Project Description : See the attached proposal dated 01/29/2021.

Scope of Services: See the attached proposal dated 01/29/2021.

Compensation for
Services: See the attached proposal dated 01/29/2021.

Special Conditions:

- If surveying of existing utilities is being provided as a part of the scope of services, TH&P recommends that the client engage the services of a qualified utilities locator to identify the location of underground utilities prior to TH&P initiating surveying activities. TH&P will only survey visible utilities or utilities identified by others. Any utilities or underground facilities requested by the client to be surveyed after completion of surveying services will be considered an extra and will be billed at unit rates or at a negotiated price.

The above price(s) is valid for thirty days from date offered.

**THE TERMS AND CONDITIONS ON THE FOLLOWING PAGES (2 THROUGH 3)
ARE AN INTEGRAL PART OF THIS AGREEMENT.**

_____ Client (Initials) _____ TH&P (Initials)

TERMS & CONDITIONS

1. ACCESS TO THE SITE/JOBSITE SAFETY:

Unless otherwise stated, Tysinger, Hampton & Partners, Inc. (TH&P), herein referred to as the CONSULTANT, will have access to the site for activities necessary for the performance of the services. The CONSULTANT will take precautions to minimize damage resulting for these activities, but has not included in the project fee the cost of restoration of any resulting damage.

The CONSULTANT has not been retained or compensated to provide design and construction observation services relating to the CONTRACTOR's safety precautions or to means, methods, techniques, sequences or procedures for the CONTRACTOR to perform his work. The CLIENT understands that the CONSULTANT is not responsible, in any way, for the means, methods, techniques, sequences, procedures, or scheduling of construction, or for jobsite safety, and will not be responsible for any losses or injuries that occur at the Project site.

2. INDEMNIFICATION:

The CONSULTANT agrees, to the fullest extent permitted by law, to indemnify and hold the Client harmless from any damages, liability or cost (including reasonable attorneys' fees and costs of defense) to the extent caused by the CONSULTANT's negligent acts, errors or omissions in the performance of professional services under this Agreement and those of his or her sub-consultants or anyone for whom the CONSULTANT is legally liable.

The Client agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any damage, liability or cost (including reasonable attorney's fees and costs of defense) to the extent caused by the Client's negligent acts, errors or omissions and those of his or her contractors, subcontractors or consultants or anyone for whom the Client is legally liable, and arising from the project that is the subject of this agreement.

The CONSULTANT is not obligated to indemnify the Client in any manner whatsoever for the Client's own negligence.

3. INSURANCE:

The CONSULTANT shall secure and endeavor to maintain such insurance as will protect the CLIENT from claims of negligence, bodily injury, death, or property damage that may arise out of the performance of the Consultants' services under this agreement.

4. RISK ALLOCATION/LIMITATION OF LIABILITY:

In recognition of the relative risks, rewards and benefits of the Project to both the CLIENT and the CONSULTANT, the risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, the CONSULTANT's total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses, including attorney's fees, arising out of this Agreement, from any cause or causes, shall not exceed the total amount of the CONSULTANT's fee or \$50,000.00, whichever is greater for any claim arising out of the CONSULTANT's negligence.

5. TERMINATION OF SERVICES:

This Agreement may be terminated by the CLIENT or by the CONSULTANT upon not less than seven days written notice should the other party fail to substantially perform in accordance with the terms of this Agreement through no fault of the party initiating termination. If this Agreement is terminated by the CLIENT, the CONSULTANT shall be paid for services performed to the termination notice date, including reimbursable expenses due plus termination expenses. Termination expenses are defined as reimbursable expenses directly attributable to termination, plus 15% of the total compensation earned to the time of termination to account for the CONSULTANT's rescheduling adjustments, reassignment of personnel and related costs incurred due to termination.

6. REIMBURSABLE EXPENSES:

Reimbursable expenses include actual expenditures made by the CONSULTANT, his employees, or his SUB-CONSULTANTS on behalf of the Project. Reimbursable expenses include, but are not necessarily limited to, the following: (a) expenses of transportation and living when

traveling in connection with the Project; long distance calls; overnight mail; telecopies;; (b) expenses of printing, reproduction, postage and handling of drawings and specifications, including duplicate sets at the completion of each phase of the Project for the CLIENT's review and approval. These reimbursable expenses shall be billed as a multiple of 1.0 times the cost incurred by the CONSULTANT. Fees paid by CONSULTANT for (c) testing and/or for securing approval of authorities having jurisdiction over the Project and (d) expenses related to SUB-CONSULTANTS and specialists when authorized by the CLIENT, shall be billed as a multiple of 1.15 times the cost paid by the CONSULTANT.

7. DISPUTES RESOLUTION:

All claims, counterclaims, disputes and other matters in question between the parties hereto arising out of or relating to this Agreement or breach thereof shall be presented to non-binding mediation, subject to the parties agreeing to a mediator.

8. OWNERSHIP OF DOCUMENTS:

It is understood by and between the parties to this Agreement that all drawings, specifications and other work products of the CONSULTANT for this Project shall remain the property of the CONSULTANT and are instruments of the service for this Project only and shall apply to this particular Project and any reuse of the instruments of service of the CONSULTANT by the CLIENT for any extensions of the Project or for any other project without the written permission of the CONSULTANT shall be at the CLIENT's sole risk, and the CLIENT agrees to defend, indemnify and hold harmless the CONSULTANT from all claims, damages and expenses, including attorney's fees, arising out of any unauthorized reuse of the CONSULTANT's instruments of service by the CLIENT or by others acting through or on behalf of the CLIENT. Any reuse or adaption of the CONSULTANT's instruments of service on other projects shall entitle the CONSULTANT to additional compensation in an amount to be agreed upon by the CLIENT and the CONSULTANT.

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Client (Initials) TH&P (Initials)

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- Furnish approvals and permits from all governmental authorities and/or agencies having jurisdiction over the Project;
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It is understood and agreed that if CONSULTANT's *Basic Services* under this Agreement do not include project observation or review of the CONTRACTOR's performance or any of the construction phase services, and that such services will be provided by the CLIENT or by another party selected at the sole discretion of the CLIENT. Further, the CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and/or supervision and waives any claims against the CONSULTANT that may be in any way connected thereto.

In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any loss, claim or cost, including reasonable attorney's fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract Documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the CONSULTANT.

If the CLIENT requests in writing that the CONSULTANT provide any specific construction phase services and if the CONSULTANT agrees in writing to provide such services, then the CONSULTANT shall be compensated for Additional Services as provided in this Agreement.

16. WAIVER

In consideration of the substantial risks to the Engineer in rendering professional services in connection with this Project, the Client agrees to make no claim and hereby waives, to the fullest extent permitted by law, any claim or cause of action of any nature against the Engineer, its officers, directors, employees and subconsultants (collectively, Engineer), which may arise out of or in connection with this Project or the performance, by any of the parties above named, of the services under this agreement.

Accepted By: _____
(Client's Company Name)

(Client's Signature) (Date Accepted)

(Print Client's Name and Title)

Tysinger Hampton & Partners, Inc.

(Consultant's Signature) (Date Accepted)

Thomas O. Patton Jr., President

(Print Consultant's Name and Title)

January 2021 Usage Summary & Trends

- MHK was rented for 125 hours to 4 processing members, about 31.25 hours/week
- Hours rented have increased and storage usage is dramatically higher than previous years, over 240%
- MHK hosted virtual workshops for food producers are in preparation for launch this Spring

Table 1. 2018-2021 January Activity Summary

Date	Year 4 Jan 2021	Year 3 Jan 2020	Year 2 Jan 2019	Year 1 Jan 2018	
# of Classes	0	1	2	2	
# of Class Participants	0	10	47	27	
Class Revenue	\$0	\$0	\$540	\$540	
# Hours Rented	125	85	71	0	47.1% increase 2020 to 2021
# Clients Processing	4	3	5	0	
Hourly Booking Revenue	\$1,642	\$1,378	\$1,454	\$0	
# Storage Clients	7	5	6	1	40.0% increase 2020 to 2021
Storage Revenue	\$600	\$175	\$225	\$25	242.9% increase 2020 to 2021
Fee Revenue	\$0	\$0	\$0	\$90	
Food Truck Revenue	\$80	\$80	\$40	\$40	0.0% increase 2020 to 2021
Training Revenue	\$0	\$50	\$100	\$40	
Total Earned Revenue	\$2,322.00	\$1,683.00	\$2,359.00	\$1,014.75	38.0% increase 2020 to 2021

Facility Updates

- Cooler Project: Weather conditions are responsible for cooler delays. Latest proposed date for installation is 2/10.
- Installation of the large steam kettle (80-gallons) with automatic agitation is complete and the new kettle was used on 2/7 for the first time.

Client Updates

- Several potential new clients have expressed interest in working at MHK and selling their products next Farmers Market season, Spring 2021.
- Steamin' Steve's has launched a new product, a West African spice blend, available on their website.
- Crumb & Lazy Lady Baking Co. are nearing completion for the build-out of their permanent locations.
- JC Spice completed their product development phase at MHK and plans to start producing their three hot sauces as soon as permitting requirements are met.

PARKS AND RECREATION

Tourist Information Center (TIC)
106 Unicoi Village Place
Unicoi, TN 37692

Staff

Ashley Shelton, Director
Patricia Bennett, Aide

JAN-FEB PROGRESS REPORT

EVENTS UPDATE

Christmas at the Caboose Financial Report

★ Light Display Expenses	\$6,550 (\$550 for lift)
★ All Other Expenses	+ \$1,419.74
★ Total Expenses	\$7,969.74
★ Sponsorship Revenues	- \$3,080.34
★ Net Cost	\$4,889.40
★ The Fall Festival line item was never meant to handle as much as it did this year. It usually only covers two movies (cheaper versions than the drive-in), the Christmas parade and an open house ... with the open house being the most expensive at around \$1,000	
★ Because of COVID, three movies, Christmas at the Caboose and Santa Squad Toy Drive were all run through this line item. The toy drive was a wash regarding money, the movies cost roughly \$1,000 per event and the Christmas event was larger than anything we had hosted at Christmas yet, so \$6,000 from the 2020 Freedom Fest (which didn't occur because of COVID) has been moved to the Fall Festival line item to help cover unforeseen costs associated with delayment of events and creation of new events	

Strawberry Festival

- ★ Planning has already begun ... have been working with new administration to set pricing and entry guidelines, and working with fire department to decide a better layout that will accomodate more booths and activities
- ★ Met with "Model-A Mac" (Mike McIntosh) to discuss adding the Model-A Restorers' Car Show to the Strawberry Festival since the Fiddlers & Fiddleheads Festival has been canceled (the car show is usually presented as part of that festival instead)
- ★ Meeting with advertising contacts to get pricing and set ad budget for the festival (three meetings down, one still to go)
- ★ Band recruitment will start within the next few weeks

British Car Show

- ★ Saturday, May 29, 9 a.m. to Noon at the Tourist Information Center (in planning phase)
- ★ Celebrates "Drive Your British Car Week"
- ★ 30 or more cars expected, which will most likely generate revenue for our local restaurants during and after the event
- ★ Will be approaching restaurants in case they want to provide coupons to entice attendees to become customers

PARKS & RECREATION

Red Cross Shelter

- ★ The town has historically opened the Buffalo Conference Room to those in need during emergencies or disasters, but without official support from the Red Cross the town is at a disadvantage regarding proper supplies and any possible liability incurred
- ★ Met with Red Cross representatives for a tour of the Tourist Information Center and discussions regarding designating the BCR as an official Red Cross Shelter
- ★ They were extremely pleased with the facility and believe it is a perfect location for a shelter as well as meets the main amenity requirements
- ★ Red Cross involvement means that when the shelter is opened ... Red Cross volunteers will come man the shelter, provide food (ordered from local restaurants), and assume liability for the facility they are using
- ★ Mayor Bullen approved moving forward and paperwork will hopefully be signed within the next couple of weeks
- ★ This will directly benefit citizens during flooding and other emergencies as the closest shelter is currently Rock Creek

Crime Report Summary

Incident Date/Clearance Date Range January 18, 2021 - February 10, 2021

Zone - ALL

Offense Code - ALL

(29 REPORTS)

Offense Code Case No.	Incident Date	Clear Date	Incident	Clearance Status	Report Officer	Zone	Location	
39-13-101 - ASSAULT SIMPLE								
202101-0033	01/29/2021	01/30/2021	39-13-101	EXCEPTIONALLY CLEARED	EMBLER, AARON	2 - ZONE TWO	115 WILLOW POND ROAD	
39-13-111 - DOMESTIC ASSAULT								
202101-0029	01/28/2021	01/28/2021	39-13-111	CLEARED BY ARREST	SLAGLE, ANDY	2 - ZONE TWO	508 TIPTON DRIVE	
39-13-113 - VIOLATION ORDER OF PROTECTION								
202102-0004	02/03/2021	/ /	39-13-113	NONE	SLAGLE, ANDY	2 - ZONE TWO	3800 MARBLETON ROAD	
39-14-103 - THEFT (\$60,000 OR MORE)								
202101-0025	08/06/2020	02/04/2021	39-14-103	CLEARED BY ARREST	DUNCAN, HARMON	1 - ZONE ONE	3615 UNICOI DRIVE	
202101-0025	08/06/2020	02/04/2021	39-14-103	CLEARED BY ARREST	DUNCAN, HARMON		3615 UNICOI DRIVE	
202101-0002	01/31/2021	01/31/2021	39-14-103	CLEARED BY ARREST	EMBLER, AARON		110 ROCKY BOTTOM ROAD	
202101-0023	01/22/2021	/ /	39-14-103	EXCEPTIONALLY CLEARED	ERWIN, JIMMY	1 - ZONE ONE	601 MASSACHUSETTS AVENUE	
39-14-115 - CRIMINAL SIMULATION (\$1,000-\$10,000)								
202101-0018	01/20/2021	/ /	39-14-115	NONE	DUNCAN, HARMON	1 - ZONE ONE	110 ROCKY BOTTOM ROAD	
39-14-118 - FRAUD USE OF CREDIT CARD (\$60,000 OR MORE)								
202101-0023	01/22/2021	/ /	39-14-118	EXCEPTIONALLY CLEARED	ERWIN, JIMMY		601 MASSACHUSETTS AVENUE	
39-14-403 - AGGRAVATED BURGLARY								
202102-0003	02/01/2021	/ /	39-14-403	CLEARED BY ARREST	SLAGLE, ANDY	2 - ZONE TWO	111 STEVENSON ROAD	
39-14-409 - TRESSPASSING								
202101-0024	01/21/2021	01/21/2021	39-14-409	CLEARED BY ARREST	EMBLER, AARON	2 - ZONE TWO	185 GOLF COURSE ROAD	
39-15-401 - CHILD ABUSE AND NEGLECT								
202101-0032	01/29/2021	02/04/2021	39-15-401	UNFOUNDED	EMBLER, AARON	1 - ZONE ONE	208 LEE STREET	
39-17-308 - HARASSMENT								
202102-0015	02/09/2021	/ /	39-17-308	EXCEPTIONALLY CLEARED	BARE, ELI	2 - ZONE TWO	119 FAIRWAY PT	

Crime Report Summary

Incident Date/Clearance Date Range January 18, 2021 - February 10, 2021

Zone - ALL

Offense Code - ALL

Offense Code	Case No.	Incident Date	Clear Date	Incident	Clearance Status	Report Officer	Zone	Location
	202101-0033	01/29/2021	01/30/2021	39-17-308	EXCEPTIONALLY CLEARED	EMBLER, AARON	2 - ZONE TWO	115 WILLOW POND ROAD
39-17-417 - SCHEDULE II DRUGS: COCAINE < 1/2 GRAM								
	202101-0024	01/21/2021	01/21/2021	39-17-417	CLEARED BY ARREST	EMBLER, AARON	2 - ZONE TWO	185 GOLF COURSE ROAD
39-17-425 - UNLAWFUL DRUG PARA.								
	202101-0024	01/21/2021	01/21/2021	39-17-425	CLEARED BY ARREST	EMBLER, AARON	2 - ZONE TWO	185 GOLF COURSE ROAD
55-10-401 - DUI								
	202102-0009	02/06/2021	02/06/2021	55-10-401	CLEARED BY ARREST	EMBLER, AARON	1 - ZONE ONE	2600 ZANE WHITSON DRIVE
55-12-139 - VIOL OF PROOF OF INSURANCE LAW								
	202102-0010	02/06/2021	02/06/2021	55-12-139	CLEARED BY ARREST	SLAGLE, ANDY	1 - ZONE ONE	UNICOI ROAD
	202101-0019	01/20/2021	/ /	55-12-139	CLEARED BY ARREST	SLAGLE, ANDY	1 - ZONE ONE	INTERSTATE 26
55-50-504 - DRIVING ON SUSPENDED/REVOKED LICENSE								
	202102-0008	02/05/2021	02/05/2021	55-50-504	CLEARED BY ARREST	EMBLER, AARON	0 -	ZANE WHITSON DRIVE
	202102-0010	02/06/2021	02/06/2021	55-50-504	CLEARED BY ARREST	SLAGLE, ANDY	1 - ZONE ONE	UNICOI ROAD
55-50-504.1 - DRIVING ON REVOKED DRIVER LICENSE								
	202101-0030	01/27/2021	/ /	55-50-504.1	CLEARED BY ARREST	ERWIN, JIMMY	2 - ZONE TWO	185 GOLF COURSE ROAD
55-50-504.2 -								
	202101-0002	01/31/2021	01/31/2021	55-50-504.2		EMBLER, AARON	1 - ZONE ONE	110 ROCKY BOTTOM ROAD
	202101-0019	01/20/2021	/ /	55-50-504.2		SLAGLE, ANDY	1 - ZONE ONE	INTERSTATE 26
55-8-115 - WRONG WAY/DIRECTION, FAIL TO KEEP RIGHT								
	202102-0009	02/06/2021	02/06/2021	55-8-115	CLEARED BY ARREST	EMBLER, AARON	1 - ZONE ONE	2600 ZANE WHITSON DRIVE
55-8-136 - DRIVERS EXERCISE TO DUE CARE								
	202101-0028	01/27/2021	/ /	55-8-136	NONE	SLAGLE, ANDY	2 - ZONE	UNICOI DRIVE

Crime Report Summary

Incident Date/Clearance Date Range January 18, 2021 - February 10, 2021

Zone - ALL

Offense Code - ALL

Offense Code	Case No.	Incident Date	Clear Date	Incident	Clearance Status	Report Officer	Zone	Location
55-8-152 - SPEEDING								
	202102-0009	02/06/2021	02/06/2021	55-8-152	CLEARED BY ARREST	EMBLER, AARON	TWO	2600 ZANE WHITSON DRIVE
92-10-001 - JUVENILE-RUNAWAY								
	202102-0012	02/05/2021	02/08/2021	92-10-001		ERWIN, JIMMY	1 - ZONE ONE	110 ROCKY BOTTOM ROAD
DEATH - UNATTENDED DEATH (NO CRIME)								
	202102-0007	02/05/2021	/ /	DEATH	NONE	SLAGLE, ANDY	2 - ZONE TWO	3800 MARBLETON ROAD

CASE REPORTS SEARCH RESULTS

UNICOI POLICE DEPARTMENT

Start Date: 01/18/2021

Print Date: 02/10/2021 12:51:10 PM

Stop Date: 02/10/2021

(11 REPORTS)

Case#	Date	Offender Name	Violation	Location / Zone	Rpt Officer	CID Officer	Appr Officer
202102-0010	02/06/2021	GILL, AUSTIN DENVER	55-50-504 DRIVING ON SUSPENDED/REVOKED LICENSE	UNICOI ROAD / 1	SLAGLE, ANDY		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202102-0003	02/01/2021	KING, CONNER	39-14-403 AGGRAVATED BURGLARY	111 STEVENSON ROAD / 2	SLAGLE, ANDY		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202101-0029	01/28/2021	PROFFITT, DANIEL RAY	39-13-111 DOMESTIC ASSAULT	508 TIPTON DRIVE / 2	SLAGLE, ANDY		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202101-0019	01/20/2021	SIFFERD, JOSEPH ANDERSON	55-50-504.2 DRIVING ON SUSPENDED DRIVER LICENSE	INTERSTATE 26 / 1	SLAGLE, ANDY		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202101-0025	01/25/2021	ESPINOZA, SANDRA	39-14-103 THEFT OF PROPERTY - \$500-\$1,00	3615 UNICOI DRIVE	DUNCAN, HARM	DUNCAN, HARM	SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202102-0009	02/06/2021	ESTRADA, RAMON	55-10-401 DRIVING UNDER THE INFLUENCE	2600 ZANE WHITSON DRIVE / 1	EMBLER, AARON		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202102-0008	02/05/2021	GALLUCCI, ROBIN	55-50-504 DRIVING ON SUSPENDED/REVOKED LICENSE	ZANE WHITSON DRIVE / 0	EMBLER, AARON		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202101-0002	01/31/2021	HOWELL, DANIEL RYAN	39-14-103 THEFT OF PROPERTY - \$500-\$1,00	110 ROCKY BOTTOM ROAD / 1	EMBLER, AARON		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202101-0024	01/24/2021	HAYWOOD, KIMBERLY SUSAN	39-17-425 CTL-SUB: POSSESSION DRUG PARAPHERNALIA	185 GOLF COURSE ROAD / 2	EMBLER, AARON		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							
202102-0012	02/07/2021	WILSON, JADEN	92-10-001 JUVENILE-RUNAWAY	110 ROCKY BOTTOM ROAD / 1	ERWIN, JIMMY		SLAGLE, ANDY
Clearance Status:							
202101-0030	01/27/2021	CHAPMAN, JONATHAN	55-50-504.1 DRIVING ON REVOKED DRIVER LICENSE	185 GOLF COURSE ROAD / 2	ERWIN, JIMMY		SLAGLE, ANDY
Clearance Status: CLEARED BY ARREST							

CITATIONS SEARCH RESULTS

(18 TICKETS)

UNICOI POLICE DEPARTMENT

(0 WARNINGS)

Print Date: 02/10/2021 12:47:25 PM

Start Date: 01/18/2021

Stop Date: 02/10/2021

Citation #:	Date	Case Number	Offender Name	Tag No.	Violation	Location	Reporting Officer
324100125	01/18/2021		BURLESON, BRITTANY	3W79Y7	55-8-152 SPEEDING	UNICOI DRIVE	10 SLAGLE, ANDY
324100126	01/18/2021		BURLESON, BRITTANY	3W79Y7	55-12-139 VIOL OF PROOF OF INSURANCE L	UNICOI DRIVE	10 SLAGLE, ANDY
324100127	01/20/2021		CARPENTER, CHERYL	G8158Y	55-8-149 RUN STOP SIGN	TENNESSEE STREET	10 SLAGLE, ANDY
324100129	01/20/2021	202101-0019	SIFFERD, JOSEPH AND	CHD018	55-12-139 VIOL OF PROOF OF INSURANCE L	INTERSTATE 26	10 SLAGLE, ANDY
324100128	01/20/2021	202101-0019	SIFFERD, JOSEPH AND	CHD018	55-50-504.2 DRIVING ON SUSPENDED DRIV	INTERSTATE 26	10 SLAGLE, ANDY
324100131	01/21/2021		COX, DENNIS JAMES	3C1-4F3	15-201 RULES OF ROAD- TRAFFIC VIOLATIO	UNICOI DRIVE	16 BARE, ELI
99900012	01/21/2021		COX, DENNIS JAMES	3C1-4F3	55-8-152 SPEEDING	UNICOI DRIVE	16 BARE, ELI
99900010	01/21/2021		MCGEE, MATTHEW CO	DBY 588	55-8-152 SPEEDING	UNICOI DRIVE	13 EMBLER, AARON
313600172	01/21/2021		MCGEE, MATTHEW CO	DBY 588	15-201 RULES OF ROAD- TRAFFIC VIOLATIO	UNICOI DRIVE	13 EMBLER, AARON
324100133	01/22/2021		TYSON, JONATHAN WIL	CXF-283	15-201 RULES OF ROAD- TRAFFIC VIOLATIO	UNICOI DRIVE	16 BARE, ELI
99900014	01/22/2021		TYSON, JONATHAN WIL	CXF-283	55-8-152 SPEEDING	UNICOI DRIVE	16 BARE, ELI
99900016	01/23/2021		HUSKINS, AUSTIN BRIA	6H95V1	55-8-199 HANDS FREE DEVICE	MASSACHUSETTS AVENUE	10 SLAGLE, ANDY
99900015	01/23/2021		HUSKINS, AUSTIN BRIA	6H95V1	55-8-149 RUN STOP SIGN	MASSACHUSETTS AVENUE	10 SLAGLE, ANDY
313600173	01/29/2021		MORAN, JAIME MORAN	HKF 794	55-8-152 SPEEDING	UNICOI DRIVE	13 EMBLER, AARON
313600174	02/05/2021	202102-0008	GALLUCCI, ROBIN	DP11452	55-50-504.2 DRIVING ON SUSPENDED DRIV	ZANE WHITSON DRIVE	13 EMBLER, AARON
324100135	02/09/2021		TEHANDON, SAMANTH	TDY3783	55-8-152 SPEEDING	UNICOI DRIVE	10 SLAGLE, ANDY
324100136	02/09/2021		ROSE, JACK ALLEN	4V8-1J7	55-8-152 SPEEDING	UNICOI DRIVE	16 BARE, ELI
324100137	02/09/2021		ROSE, JACK ALLEN	4V8-1J7	55-12-139 VIOL OF PROOF OF INSURANCE L	UNICOI DRIVE	16 BARE, ELI

UNICOI MUNICIPAL COURT
MONTHLY FUND BREAKDOWN SUMMARY
January 1, 2021 - January 31, 2021

State Fund Calculations

1. Litigation Tax:			Gross Tax	Commission		Net Lit. Tax
(a) City Court Cases:	11	X \$13.75	151.25	0.02	-3.03	148.23
(b) Municipal Parking Tickets:	0	X \$1.00	0.00	0.02	0.00	0.00
Net Litigation Tax:						148.23
				Commission		Net CLF Fees
2. Crime Lab Fees:	0	X \$13.75	0.00	0.05	0.00	0.00
				Commission		Net D.O.S. Fines
3. Dept. Of Safety Fines:	0		\$0.00	\$ 5.00	\$0.00	\$0.00
	16		\$80.00	0.05 %	\$-4.00	\$76.00
				Commission		Net MTE Fees
4. Municipal Training/Educ. Fees:	17	X \$1.00	17.00	0.05	-0.85	16.15

2,401.25 Total Payments to Disburse for this Reporting Month

-148.23 Litigation Tax

0.00 Crime Lab Fee

-76.00 Dept. Of Safety Fines

-16.15 Municipal Training/Educ. Fees

-425.00 REI Fees

0.00 Admin. Fees

0.00 Other Charges

1,735.87 Net Disbursement Revenue for this Reporting Month

* Note: No litigation taxes are calculated for seat belt violations, see 55-9-603(e) or 55-9-602(g)(3)

TICKET LISTING

INTERNAL USE ONLY

Tickets with Violation-Dates From 01/01/2021 To 01/31/2021

Ticket-Nbr	Name	Race/Sex Officer	Violation	Viol. Date	Court Date	Fines Fees	Amt Paid	Balance
T324100116	CAMPBELL, LINDA LOUISE	W/M SLAGLE, ANDY	55-12-139: VIOL OF PROOF OF INSURANCE LAW	01/12/2021	03/02/2021	50.00	0.00	50.00
T324100119	WOODY, TIMOTHY	W/M BARE, ELI	55-12-139: VIOL OF PROOF OF INSURANCE LAW	01/14/2021	03/02/2021	0.00	0.00	0.00
T324100126	BURLESON, BRITTANY LASHE	W/F SLAGLE, ANDY	55-12-139: VIOL OF PROOF OF INSURANCE LAW	01/18/2021	03/02/2021	50.00	0.00	50.00

			Fines Fees	Amt Paid	Balance
Total for Violation Code: 55-12-139			100.00	0.00	100.00
			3		

Ticket-Nbr	Name	Race/Sex Officer	Violation	Viol. Date	Court Date	Fines Fees	Amt Paid	Balance
T324100127	CARPENTER, CHERYL LYNN	W/F SLAGLE, ANDY	55-8-149: RUN STOP SIGN	01/20/2021	03/02/2021	163.75	0.00	163.75
T99900015	HUSKINS, AUSTIN BRIAN	W/M SLAGLE, ANDY	55-8-149: RUN STOP SIGN	01/23/2021	03/02/2021	0.00	0.00	0.00

Total for Violation Code: 55-8-149

			Fines Fees	Amt Paid	Balance
			163.75	0.00	163.75
			2		

Ticket-Nbr	Name	Race/Sex Officer	Violation	Viol. Date	Court Date	Fines Fees	Amt Paid	Balance
T313600166	BENTON, AMANDA EDWARDS	W/F EMBLER, AARON	55-8-152: SPEEDING (60/35)	01/04/2021	03/02/2021	163.75	0.00	163.75
T313600169	LIVARCHUK, YURIV V	W/M EMBLER, AARON	55-8-152: SPEEDING (57/30)	01/08/2021	03/02/2021	163.75	0.00	163.75
T313600171	THORNBURG, BRYAN WHITNEY	W/M BARE, ELI	55-8-152: SPEEDING (48/30)	01/12/2021	03/02/2021	163.75	0.00	163.75
T313600173	MORAN, JAIME MORAN	H/M EMBLER, AARON	55-8-152: SPEEDING (49/30)	01/29/2021	03/02/2021	163.75	0.00	163.75
T324100112	PEREGRINE, SUSAN A	W/F SLAGLE, ANDY	55-8-152: SPEEDING (54/35)	01/04/2021	03/02/2021	163.75	163.75	0.00
T324100113	YATES, LEO JUSTIN	W/M SLAGLE, ANDY	55-8-152: SPEEDING (45/30)	01/06/2021	03/02/2021	163.75	0.00	163.75
T324100114	SMITH, HENRY HARTZELL	W/M SLAGLE, ANDY	55-8-152: SPEEDING (54/35)	01/11/2021	03/02/2021	163.75	163.75	0.00
T324100115	CAMPBELL, LINDA LOUISE	W/M SLAGLE, ANDY	55-8-152: SPEEDING (48/35)	01/12/2021	03/02/2021	163.75	0.00	163.75
T324100118	WOODY, TIMOTHY	W/M BARE, ELI	55-8-152: SPEEDING (49/30)	01/14/2021	03/02/2021	163.75	0.00	163.75
T324100121	DELOACH, PAIGE NICOLE	W/M BARE, ELI	55-8-152: SPEEDING (57/30)	01/14/2021	03/02/2021	163.75	0.00	163.75
T324100123	BAILEY, MATHEW BAILEY	W/M BARE, ELI	55-8-152: SPEEDING (47/30)	01/14/2021	03/02/2021	163.75	0.00	163.75
T324100124	JOHNSON, TODD	W/M ERWIN, JIMMY	55-8-152: SPEEDING (44/30)	01/13/2021	03/02/2021	163.75	0.00	163.75
T324100125	BURLESON, BRITTANY LASHE	W/F SLAGLE, ANDY	55-8-152: SPEEDING (47/30)	01/18/2021	03/02/2021	163.75	0.00	163.75

UNICOI MUNICIPAL COURT
TICKET LISTING

02/09/2021

INTERNAL USE ONLY

Tickets with Violation-Dates From 01/01/2021 To 01/31/2021

Ticket-Nbr	Name	Race/Sex Officer	Violation	Viol. Date	Court Date	Fines Fees	Amt Paid	Balance
Total for Violation Code: 55-8-152				13		2,128.75	327.50	1,801.25

Ticket-Nbr	Name	Race/Sex Officer	Violation	Viol. Date	Court Date	Fines Fees	Amt Paid	Balance
T324100117	HAYDEN, TAMMY RAE	WM SLAGLE, ANDY	55-8-160.1: HANDICAP PARKING	01/13/2021	03/02/2021	0.00	0.00	0.00
Total for Violation Code: 55-8-160.1				1		0.00	0.00	0.00

Ticket-Nbr	Name	Race/Sex Officer	Violation	Viol. Date	Court Date	Fines Fees	Amt Paid	Balance
T99900016	HUSKINS, AUSTIN BRIAN	WM SLAGLE, ANDY	55-8-199: HANDS FREE DEVICE	01/23/2021	03/02/2021	0.00	0.00	0.00
Total for Violation Code: 55-8-199				1		0.00	0.00	0.00

TOTAL TICKETS LISTED:
20

Fines Fees	Amt Paid	Balance
2,392.50	327.50	2,065.00

City Recorder's Report – February 18th, 2021

Mickey Ellis, CPA Firm's auditor has finished the field work papers and she has forwarded those work papers to be reviewed by Mr. Ellis. We will then schedule him to present the 2019-2020 audit to the BMA.

R. W. Estates Drive Bridge – TDOT Project City Attorney, Lois Shults Davis is securing the last couple of signatures from members of the Black family. Tysinger, Hampton & Partners are wanting to bid the project as soon as possible.

Indian Creek Bridge – TDOT Project – No update

MHK ARC Grant (kitchen equipment)– Fiscal year 2020-2021 YTD TOU has spent \$71,702.00 through February and has been reimbursed \$53,228.77.

TN Care Act Corona Grant – Cooler \$95,000.00 100% Grant YTD spending \$34,056 and we have issued a PO for \$31,158.49 and we have requested two reimbursements: \$7,800.00 and \$26,075.00.00 and have not received. If we do not receive the money in February, we will setup a receivable for February and recognize the revenue in February.

MHK Revenue budgeted for rent \$24,000.00 – YTD Actual Realized through February 2021, 2021 is \$24,574.88.

Tn Care Grant – COVID-19 - YTD received \$53,655.00 that is what our awarded grant was for however, we have submitted expenses in the amount of \$4,277.45 above the amount awarded

to the TOU in case the state goes back and awards additional funds.

Governor Lee has proposed that \$200 million in non-recurring state funds be dedicated to providing Local Government Recovery and Rebuilding Direct Appropriation Grants to each of Tennessee's municipalities and counties. In announcing his proposal, the governor indicated these local government infrastructure grants are being provided to help local government and communities to recover from COVID-19 more quickly.

At this point this is the governor's proposal. Whether this proposal is adopted, and in what form, is a function of the legislative process. The specific details will not be certain until the legislature adopts the final FY21-22 budget. TOU's award is \$108,643.00.

Mark Ramsey and his crew picked up litter along Unicoi Drive and 107 up to the dump. They picked up 97 bags 30 gal. size bags with an average weight of 30 lbs. This translates to roughly 2,910 pounds.

Danny Coffee and Tony Street with the maintenance department drove 535 miles in the snow over the first week of February. Feb. 1st, Feb 2nd, Feb 3rd, Feb 7th, which was a Sunday. Tony worked 30.5 hours doing snow removal and Danny worked 37 hrs. hours removing snow. They spread 14 tons of salt. They did a great job!

Fund : 110 General Fund				Balance
Account Number		Account Description		
Assets				
110-11100- - -		Petty Cash On Hand		600.00
110-11211- - -		Cash In The Bank - Checking Account - BOT		141,821.22
110-11212- - -		Cash In Bank Account - Checking - MCB		471,170.63
110-11220- - -		Cash In Bank - Savings - MCB		486,776.94
110-11250- - -		State Investment Pool		162.61
110-12112- - -		Certificates Of Deposit (Unrestricted)		113,618.45
110-13210- - -		Accounts Receivable		16,730.98
110-13700- - -		Due from MHK Fund		124,999.89
110-13732- - -		Due from ST - Parks/Rec Grant		0.00
110-13740- - -		Due From State Of Tennessee		115,375.39
110-13750- - -		Due From St Of Tenn - Other St Rev Alloc		0.00
110-13760- - -		Due From Erwin - ARC Power Grant		0.00
110-13770- - -		Due From Unicoi County		209,000.92
110-15100- - -		Prepaid Expenses		13,501.00
Total Assets				1,693,758.03
Total Assets and Deferred Outflows of Resources				1,693,758.03
Liabilities				
110-21100- - -		Accounts Payable		0.00
110-21211- - -		Social Security Taxes Payable		0.00
110-21212- - -		Federal Withholding Taxes Payable		0.00
110-21214- - -		Medicare Taxes Payable		0.00
110-21220- - -		Due To Aflac Insurance		3.52
110-21221- - -		Due To Liberty Insurance		(369.92)
110-21241- - -		Tn State Retirement System Payable		(4,511.31)
110-21242- - -		TN State Litigation Payable		(109.18)
110-21410- - -		Due To Mount Harvest Kitchen Fund		(27,445.88)
110-21820- - -		Accrued Wages Payable		0.00
110-21910- - -		Customer Deposits		0.00
110-26250- - -		Fund Balance - Restricted for State Street Aid		(97,404.38)
110-26385- - -		Committed for Capital Projects		(93,998.53)
110-26425- - -		Assigned for Public Safety		0.00
110-27100- - -		Fund Balance - Unappropriated		(883,675.15)
110-27105- - -		Fund Balance - Restricted		(123,213.31)
110-27200- - -		Fund Balance - Nonspendable		(13,501.00)
Total Liabilities				(1,244,225.14)
Total Liabilities, Deferred Inflows of Resources, and Fund Bala				(1,244,225.14)
Net Revenue\Expenditures				
				(449,532.89)
Total Net Revenue\Expenditures				(449,532.89)
Total				(449,532.89)
Fund Totals: 110				0.00

TOWN OF UNICOI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
GENERAL FUND
Jan-21

	YEAR TO DATE BUDGET	JANUARY 2021 ACTUAL	YEAR TO DATE ACTUAL	YTD % OF BUDGET
REVENUES				
Local Sales Tax - UC Trustee	\$ 692,000	\$ 100,553	\$ 587,810	85%
Wholesale Beer Tax	62,000	4,087	30,294	49%
Wholesale Liquor Tax	34,000	5,593	26,535	78%
Retail Liquor Fee	1,000	0	0	0%
Beer Licenses - Privilege Tax	300	0	400	133%
Building Permits	6,200	125	5,475	88%
Tower Permit Renewal Fees	4,000	4,000	4,000	100%
Driveway Permits	300	0	0	0%
Utility Cut Permit Fee	1,300	50	550	42%
State Law Enforcement Equipment Gra	15,000	0	0	0%
High Visibility Grant	5,000	0	0	0%
Homeland Security Grant	10,000	0	0	0%
ARC POWER Grant	300,000	0	0	0%
LPRF Grant	248,000	0	0	0%
RW Estates Dr. Grant	496,890	0	0	0%
Gov. Lee's State Grant	108,939	0	108,938	100%
TN Care Grant - COVID	53,655	0	47,543	89%
State Sales Tax	305,088	29,728	203,221	67%
State Income Tax	7,500	0	10,373	138%
State Beer Tax - Semi-Annually	1,816	0	896	49%
State Alcohol Beverage Taxes	3,300	315	25,583	775%
Interstate Mowing Contract	45,083	942	22,534	50%
State Gasoline & Motor Fuel Tax	119,856	10,327	76,143	64%
State - City Street & Transportation Ta	7,264	601	4,206	58%
Tva - In Lieu Of Tax - Quarterly	43,584	10,379	20,758	48%
Municipal Court Fines And Costs	40,000	2,040	21,822	55%
Municipal Commission Safety	0	3	14	
Interest Earnings	6,000	5	1,085	18%
Insurance Settlement	5,000	0	3,146	63%
Straberry Festival - Booth Spaces	2,700	0	0	0%
Parks & Rececreation Misc.	0	10	405	
Booth Spaces	0	0	0	
Strawberry Festival - T-Shirt Sales	3,400	0	0	0%
Strawberry Festival - T-Shirt Sponsors	3,400	0	0	0%
Strawberry Festival - Other Sponsorshi	1,000	0	0	0%
Fall Festival Donations	0	710	3,511	
Visitor Center Merchandise	100	13	48	48%
Uba Donations	200	0	0	0%
Pinnac Trail T-Shirts	0	0	30	
Miscellaneous Donations	0	0	3,600	
Caboose Donations	500	0	100	20%
Miscellaneous Revenues	1,000	0	943	94%
TOTAL REVENUE	\$ 2,635,375	\$ 169,481	\$ 1,209,963	46%

	YEAR TO DATE BUDGET	JANUARY 2021 ACTUAL	YEAR TO DATE ACTUAL	YTD % OF BUDGET
EXPENDITURES				
Legislative	\$ 69,986	\$ 7,352	\$ 40,430	58%
Judicial	3,010	215	1,507	50%
City Attorney	65,665	4,978	31,098	47%
Central Staff Agencies	248,912	16,942	108,402	44%
City Hall Land & Buildings	24,037	1,684	10,484	44%
Visitor Center Land & Buildings	37,801	2,417	14,950	40%
MHK Land & Buildings	144,606	-	-	0%
Other Government Expenses	1,101,620	5,850	36,034	3%
Police Protection	167,726	19,873	101,219	60%
Fire Protection & Control	40,800	10,200	20,400	50%
Communication Services	7,500	-	7,500	100%
Animal Control	45,000	11,250	22,500	50%
Ambulance Services	28,340	-	21,603	76%
Highways And Streets	536,027	19,336	186,477	35%
Gateway Enhancement	9,160	(1,287)	2,889	32%
Public Welfare	24,700	5,750	13,000	53%
Recreation - Tou Snider Properties	325	-	172	53%
Parks and Recreation	120,942	13,065	72,639	60%
Economic Development	54,909	1,710	6,832	12%
Recreation - Tou Bowman Property	3,600	95	916	25%
Rural Development Sewer Bond	53,413	4,451	31,157	58%
Capital Outlay Notes 2 - Bt	37,808	3,151	22,054	58%
Bank of TN Capital Outlay Note	90,385	-	9,667	11%
TOTAL EXPENDITURES	\$ 2,916,272	127,032	761,930	26%
 NET INCOME (LOSS)	 \$ (280,897)	 \$ 42,449	 \$ 448,033	

Fund : 122 Mountain Harvest Kitchen

Account Number	Account Description	Balance
Assets		
122-11212- - -	Cash In Bank Account - Checking - MCB	0.00
122-13700- - -	Due from General Fund	27,445.88
Total Assets		27,445.88
Total Assets and Deferred Outflows of Resources		27,445.88
Liabilities		
122-21100- - -	Accounts Payable	0.00
122-21411- - -	Due To General Fund	(124,999.89)
122-21910- - -	Customer Deposits	(2,600.00)
Total Liabilities		(127,599.89)
Total Liabilities, Deferred Inflows of Resources, and Fund Bala		(127,599.89)
Net Revenue\Expenditures		
		100,154.01
Total Net Revenue\Expenditures		100,154.01
Total		100,154.01
		0.00
Fund Totals:	122	

TOWN OF UNICOI
STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE
MOUNTAIN HARVEST KITCHEN
1 /31/2021

	YEAR TO DATE BUDGET	JANUARY 2021 ACTUAL	YEAR TO DATE ACTUAL	YTD % OF BUDGET
REVENUE				
EDA/ARC GRANT REIMBURSEMENT	30,000	0	0	0.00
ARC POWER GRANT	90,900	44,795	53,229	0.59
TN CARES ACT CORONA AGRIC.	95,000			0.00
MHK REVENUE	24,000	3,433	24,575	1.02
TRANSFER FROM GENERAL FUND	144,606	0	0	0.00
TOTAL REVENUES	384,506	48,228	77,804	0.20
MHK PERSONNEL	85,336	9,554	49,136	0.58
MHK GRANTS & EQUIPMENT	225,000	13,343	143,695	0.64
MHK LAND & BUILDINGS & OTHER	74,170	3,910	23,511	0.32
TOTAL EXPENDITURES	384,506	26,807	216,342	0.56
NET INCOME (LOSS)	0	21,421	(138,538)	

Fund : 127 Drug Fund			Balance
Account Number	Account Description		
		Assets	
127-11213- - -	Cash in Bank - Drug Fund		1,665.09
	Total Assets		1,665.09
	Total Assets and Deferred Outflows of Resources		1,665.09
		Liabilities	
127-26490- - -	Seized Funds Pending		(1,336.00)
127-27100- - -	Fund Balance - Unappropriated		(27.00)
	Total Liabilities		(1,363.00)
	Total Liabilities, Deferred Inflows of Resources, and Fund Bala		(1,363.00)
	Net Revenue\Expenditures		(302.09)
	Total Net Revenue\Expenditures		(302.09)
	Total		(302.09)
Fund Totals:	127		0.00

TOWN OF UNICOI STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCE DRUG FUND 1/31/2021

		<u>YEAR TO DATE BUDGET</u>	<u>JANUARY 2021 ACTUAL</u>	<u>YEAR TO DATE ACTUAL</u>	<u>YTD % OF BUDGET</u>
REVENUE					
COURT FINES		5,000	0	302	0.06
Total	Revenues	5,000	0	302	
OPERATING SUPPLIES		5,000			
Total	Expenditures	5,000	0	0	
NET INCOME (LOSS)		0	0	302	

110	General Fund	Account	Description	Budget Estimate	Year-To-Date		Monthly Comparative:		
					Actual	% of Budget	Estimate Avg/Mth	Month-To-Date Actual	% of Avg
Revenues									
31610			Local Sales Tax - Uc Trustee	692,000.00	(587,809.57)	84.94%	57,666.67	(100,553.28)	174.37%
31710			Wholesale Beer Tax	62,000.00	(30,294.24)	48.86%	5,166.67	(4,087.04)	79.10%
31720			Wholesale Liquor Tax	34,000.00	(26,534.39)	78.04%	2,833.33	(5,592.94)	197.40%
32200			Retail Liquor Fee	1,000.00	0.00	0.00%	83.33	0.00	0.00%
32210			Beer Licenses - Privilege Tax	300.00	(400.00)	133.33%	25.00	0.00	0.00%
32600			Building Permits	6,200.00	(5,475.00)	88.31%	516.67	(125.00)	24.19%
32610			Tower Permit Renewal Fees	4,000.00	(4,000.00)	100.00%	333.33	(4,000.00)	1,200.00%
32620			Driveway Permits	300.00	0.00	0.00%	25.00	0.00	0.00%
32650			Utility Cut Permit Fee	1,300.00	(550.00)	42.31%	108.33	(50.00)	46.15%
33420			State Law Enforcement Equipment	15,000.00	0.00	0.00%	1,250.00	0.00	0.00%
33421			High Visibility Grant	5,000.00	0.00	0.00%	416.67	0.00	0.00%
33422			Homeland Security Grant	10,000.00	0.00	0.00%	833.33	0.00	0.00%
33449			ARC POWER Grant	300,000.00	0.00	0.00%	25,000.00	0.00	0.00%
33490			LPRF Grant	248,000.00	0.00	0.00%	20,666.67	0.00	0.00%
33496			RW Estates Dr. Grant	496,890.00	0.00	0.00%	41,407.50	0.00	0.00%
33497			Gov. Lee's State Grant	108,939.00	(108,938.00)	100.00%	9,078.25	0.00	0.00%
33498			TN Care Grant - Covid	53,655.00	(47,543.35)	88.61%	4,471.25	0.00	0.00%
33510			State Sales Tax	305,088.00	(203,221.15)	66.61%	25,424.00	(29,728.09)	116.93%
33520			State Income Tax	7,500.00	(10,372.88)	138.31%	625.00	0.00	0.00%
33530			State Beer Tax - Semi-Annually	1,816.00	(895.70)	49.32%	151.33	0.00	0.00%
33540			State Alcohol Beverage Taxes	3,300.00	(25,583.37)	775.25%	275.00	(314.50)	114.36%
33550			Interstate Mowing Contract	45,083.00	(22,533.75)	49.98%	3,756.92	(942.00)	25.07%
33551			State Gasoline & Motor Fuel Tax	119,856.00	(76,143.40)	63.53%	9,988.00	(10,326.77)	103.39%

110	General Fund	Account	Description	Year-To-Date			Monthly Comparative:		
				Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
33552			State - City Street & Transportation	7,264.00	(4,206.23)	57.91%	605.33	(600.89)	99.27%
33591			Tva - In Lieu Of Tax - Quarterly	43,584.00	(20,757.94)	47.63%	3,632.00	(10,378.97)	285.76%
35110			Municipal Court Fines And Costs	40,000.00	(21,822.09)	54.56%	3,333.33	(2,039.90)	61.20%
35115			Municipal Commission - Safety	0.00	(14.31)	0.00%	0.00	(3.30)	0.00%
36120			Interest Earnings	6,000.00	(1,085.27)	18.09%	500.00	(5.11)	1.02%
36350			Insurance Settlement	5,000.00	(3,146.00)	62.92%	416.67	0.00	0.00%
36720			Straberry Festival - Booth Spaces	2,700.00	0.00	0.00%	225.00	0.00	0.00%
36721			Parks & Recreation Misc. Revenue	0.00	(405.00)	0.00%	0.00	(10.00)	0.00%
36722			Strawberry Festival - T-Shirt Sales	3,400.00	0.00	0.00%	283.33	0.00	0.00%
36723			Strawberry Festival - T-Shirt	3,400.00	0.00	0.00%	283.33	0.00	0.00%
36724			Strawberry Festival - Other	1,000.00	0.00	0.00%	83.33	0.00	0.00%
36727			Fall Festival Donations	0.00	(3,511.34)	0.00%	0.00	(710.00)	0.00%
36729			Visitor Center Merchandise	100.00	(47.50)	47.50%	8.33	(12.50)	150.00%
36736			Uba Donations	200.00	0.00	0.00%	16.67	0.00	0.00%
36737			Pinnacle Trail T-Shirts	0.00	(30.00)	0.00%	0.00	0.00	0.00%
36738			Miscellaneous Donations	0.00	(3,600.00)	0.00%	0.00	0.00	0.00%
36739			Caboose Donations	500.00	(100.00)	20.00%	41.67	0.00	0.00%
36990			Miscellaneous Revenues	1,000.00	(942.75)	94.28%	83.33	0.00	0.00%
Total Revenues				2,635,375.00	(1,209,963.23)	45.91%	219,614.58	(169,480.29)	77.17%
Expenditures									
41100			Legislative	(69,986.00)	40,430.47	57.77%	(5,832.17)	7,351.56	126.05%
41200			Judicial	(3,010.00)	1,507.10	50.07%	(250.83)	215.30	85.83%
41520			City Attorney	(65,665.00)	31,098.48	47.36%	(5,472.08)	4,977.74	90.97%
41600			Central Staff Agencies	(248,912.00)	108,401.85	43.55%	(20,742.67)	16,942.00	81.68%
				58.33%					

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Town of Unicoi
Summary Financial Statement - City
January 2021

User: Debbie Kessler
Date/Time: 2/8/2021 3:21 PM
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122		Mountain Harvest Kitchen	Monthly Comparative:				58.33%
			Year-To-Date		Month-To-Date		
Account	Description	Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	Actual	% of Avg
Revenues							
33447	EDA/ARC Grant Reimbursement	30,000.00	0.00	0.00%	2,500.00	0.00	0.00%
33449	ARC POWER Grant	90,900.00	(53,228.77)	58.56%	7,575.00	(44,794.91)	591.35%
33450	TN CARES Act Corona Agriculture	95,000.00	0.00	0.00%	7,916.67	0.00	0.00%
36730	MHK Revenue	24,000.00	(24,574.88)	102.40%	2,000.00	(3,433.00)	171.65%
36900	Transfer from General Fund	144,606.00	0.00	0.00%	12,050.50	0.00	0.00%
Total Revenues		384,506.00	(77,803.65)	20.23%	32,042.17	(48,227.91)	150.51%
Expenditures							
41812	MHK Land & Buildings	(384,506.00)	216,342.03	56.26%	(32,042.17)	26,807.15	83.66%
Total Expenditures		(384,506.00)	216,342.03	56.26%	(32,042.17)	26,807.15	83.66%
Total	122	0.00	138,538.38	100.00%	0.00	(21,420.76)	0.00%

127 Drug Fund		Monthly Comparative:				58.33%
Account	Description	Year-To-Date		Month-To-Date		% of Avg
		Budget Estimate	Actual	% of Budget	Estimate Avg/Mth	
Revenues						
35160	Court Fines and Costs	5,000.00	(302.09)	6.04%	416.67	0.00 0.00%
	Total Revenues	5,000.00	(302.09)	6.04%	416.67	0.00 0.00%
Expenditures						
42129	Drug Investigation And Control	(5,000.00)	0.00	0.00%	(416.67)	0.00 0.00%
	Total Expenditures	(5,000.00)	0.00	0.00%	(416.67)	0.00 0.00%
Total 127	Drug Fund	0.00	(302.09)	100.00%	0.00	0.00 0.00%

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 110			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41100	Legislative							
119			(29,500.00)	(29,500.00)	14,750.00	(14,750.00)	50.00%	1,925.00
	Salaries - Bma		0.00		0.00			0.00
120			(6,500.00)	(6,500.00)	3,000.00	(3,500.00)	46.15%	0.00
	Salaries - Bza / Pc		0.00		0.00			0.00
141			(2,754.00)	(2,754.00)	1,557.16	(1,196.84)	56.54%	171.62
	Payroll Taxes		0.00		0.00			0.00
142			(3,822.00)	(3,822.00)	2,548.00	(1,274.00)	66.67%	318.50
	Hospital & Health Insurance		0.00		0.00			0.00
148			(4,000.00)	(4,000.00)	720.00	(3,280.00)	18.00%	420.00
	Education & Training		0.00		0.00			0.00
172			(3,800.00)	(4,332.00)	4,331.17	(0.83)	99.98%	0.00
	Election Fees		(532.00)		0.00			0.00
239			(1,275.00)	(2,405.00)	2,405.00	0.00	100.00%	0.00
	Membership Dues		(1,130.00)		0.00			0.00
245			(1,500.00)	(1,500.00)	950.00	(550.00)	63.33%	125.00
	Telephone & Internet		0.00		0.00			0.00
255			0.00	(200.00)	27.96	(172.04)	13.98%	13.98
	Data Processing Services		(200.00)		0.00			0.00
280			(7,500.00)	(4,638.00)	0.00	(4,638.00)	0.00%	0.00
	Travel		2,862.00		0.00			0.00
299			0.00	(1,000.00)	884.45	(115.55)	88.45%	155.46
	Miscellaneous Expenses		(1,000.00)		0.00			0.00
319			0.00	(9,335.00)	9,256.73	(78.27)	99.16%	4,222.00
	Covid Related		(9,335.00)		0.00			0.00
41200	Judicial							
108			(2,400.00)	(2,400.00)	1,400.00	(1,000.00)	58.33%	200.00
	Judicial Services		0.00		0.00			0.00
141			(360.00)	(360.00)	107.10	(252.90)	29.75%	15.30
	Payroll Taxes		0.00		0.00			0.00

Fund : 110			Monthly Comparative:				58.33%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
239		Membership Dues	(150.00)	(150.00)	0.00	(150.00)	0.00%	0.00
			0.00		0.00			0.00
299		Miscellaneous Expenses	(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
			0.00		0.00			0.00
41520	City Attorney							
141		Payroll Taxes	(4,590.00)	(4,590.00)	2,207.48	(2,382.52)	48.09%	353.74
			0.00		0.00			0.00
148		Education & Training	(325.00)	(325.00)	0.00	(325.00)	0.00%	0.00
			0.00		0.00			0.00
239		Membership Dues	(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
			0.00		0.00			0.00
252		Legal Services	(60,000.00)	(60,000.00)	28,856.00	(31,144.00)	48.09%	4,624.00
			0.00		0.00			0.00
280		Travel	(500.00)	(400.00)	0.00	(400.00)	0.00%	0.00
			100.00		0.00			0.00
299		Miscellaneous Expenses	0.00	(100.00)	35.00	(65.00)	35.00%	0.00
			(100.00)		0.00			0.00
41600	Central Staff Agencies							
110		Salary - City Recorder	(60,000.00)	(60,000.00)	35,034.06	(24,965.94)	58.39%	6,948.07
			0.00		0.00			0.00
116		Wages - P/T Office Assistant	(25,000.00)	0.00	0.00	0.00	No Budget	0.00
			25,000.00		0.00			0.00
118		Accountant/Court Clerk	(20,000.00)	(40,000.00)	23,076.90	(16,923.10)	57.69%	4,615.38
			(20,000.00)		0.00			0.00
129		Building Inspector	(5,000.00)	(5,000.00)	2,425.00	(2,575.00)	48.50%	525.00
			0.00		0.00			0.00
130		Temporary Employee Salaries	0.00	(2,010.00)	462.00	(1,548.00)	22.99%	0.00
			(2,010.00)		0.00			0.00
141		Payroll Taxes	(8,415.00)	(8,415.00)	4,621.27	(3,793.73)	54.92%	917.18
			0.00		0.00			0.00

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 110			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142			(21,200.00)	(21,200.00)	11,752.80	(9,447.20)	55.44%	1,754.40
		Hospital & Health Insurance	0.00		0.00			0.00
143			(4,632.00)	(4,632.00)	3,340.50	(1,291.50)	72.12%	668.10
		State Retirement	0.00		0.00			0.00
146			(10,500.00)	(10,500.00)	0.00	(10,500.00)	0.00%	0.00
		Worker's Compensation	0.00		0.00			0.00
147			(2,000.00)	(2,000.00)	315.00	(1,685.00)	15.75%	106.32
		Unemployment Insurance	0.00		0.00			0.00
148			(2,000.00)	(1,990.00)	50.00	(1,940.00)	2.51%	0.00
		Education & Training	10.00		0.00			0.00
149			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Optional Insurance - AFLAC 21220	0.00		0.00			0.00
239			(400.00)	(400.00)	65.00	(335.00)	16.25%	0.00
		Membership Dues	0.00		0.00			0.00
245			(2,200.00)	(2,200.00)	0.00	(2,200.00)	0.00%	0.00
		Telephone & Internet	0.00		0.00			0.00
253			(20,000.00)	(20,000.00)	5,550.00	(14,450.00)	27.75%	1,000.00
		Accounting & Auditing Services	0.00		0.00			0.00
255			(10,000.00)	(10,000.00)	0.00	(10,000.00)	0.00%	0.00
		Data Processing Services	0.00		0.00			0.00
280			(2,500.00)	(2,389.00)	0.00	(2,389.00)	0.00%	0.00
		Travel	111.00		0.00			0.00
290			(1,600.00)	(1,600.00)	796.77	(803.23)	49.80%	43.00
		Other Contractual Services	0.00		0.00			0.00
299			(500.00)	(611.00)	405.59	(205.41)	66.38%	0.00
		Miscellaneous Expenses	(111.00)		0.00			(204.96)
310			(22,000.00)	(22,000.00)	3,800.85	(18,199.15)	17.28%	569.51
		Office Supplies	0.00		0.00			0.00
312			(1,800.00)	(4,800.00)	89.40	(4,710.60)	1.86%	0.00
		Office Equipment	(3,000.00)		0.00			0.00

Town of Unicoi
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Fund : 110			Monthly Comparative:				58.33%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	YTD		Funds Available	% Used	MTD Actual/ Encumbrance
				Total Budget	Expenditures/ Encumbrances			
319			0.00	(2,465.00)	0.00	(2,465.00)	0.00%	0.00
	Covid Related		(2,465.00)		0.00			0.00
328			(1,000.00)	(1,000.00)	211.71	(788.29)	21.17%	0.00
	Educational Supplies & Reference Books		0.00		0.00			0.00
510			(24,000.00)	(24,000.00)	16,405.00	(7,595.00)	68.35%	0.00
	General Liability Insurance		0.00		0.00			0.00
555			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Bank Service Charges		0.00		0.00			0.00
41810		City Hall Land & Buildings						
241			(4,400.00)	(4,400.00)	1,810.75	(2,589.25)	41.15%	480.44
	Electric		0.00		0.00			0.00
242			(1,904.00)	(1,904.00)	413.88	(1,490.12)	21.74%	68.98
	Water		0.00		0.00			0.00
244			(633.00)	(633.00)	169.54	(463.46)	26.78%	102.64
	Gas		0.00		0.00			0.00
245			(5,900.00)	(5,900.00)	3,692.58	(2,207.42)	62.59%	673.96
	Telephone & Internet		0.00		0.00			0.00
265			(500.00)	(500.00)	61.94	(438.06)	12.39%	49.98
	Grounds Maintenance		0.00		0.00			0.00
266			(1,700.00)	(1,700.00)	561.47	(1,138.53)	33.03%	43.46
	Building Maintenance		0.00		0.00			0.00
276			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
	Building Security		0.00		0.00			0.00
290			(2,500.00)	(2,500.00)	1,320.00	(1,180.00)	52.80%	264.00
	Other Contractual Services		0.00		0.00			0.00
299			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Miscellaneous Expenses		0.00		0.00			0.00
521			(2,500.00)	(2,500.00)	2,453.89	(46.11)	98.16%	0.00
	Building Insurance		0.00		0.00			0.00

Town of Unicoi
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Fund : 110			Monthly Comparative:				58.33%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41811	Visitor Center Land & Buildings							
241		Electric	(4,289.00) 0.00	(4,289.00)	2,028.72 0.00	(2,260.28)	47.30%	734.26 0.00
242		Water	(324.00) 0.00	(324.00)	206.94 0.00	(117.06)	63.87%	34.49 0.00
244		Gas	(396.00) 0.00	(396.00)	179.30 0.00	(216.70)	45.28%	103.91 0.00
245		Telephone & Internet	(4,641.00) 0.00	(4,641.00)	2,424.24 0.00	(2,216.76)	52.24%	400.21 0.00
265		Grounds Maintenance	(10,500.00) 0.00	(10,500.00)	304.47 0.00	(10,195.53)	2.90%	304.47 0.00
276		Building Security	(482.00) 0.00	(482.00)	279.00 0.00	(203.00)	57.88%	0.00 0.00
278		Building Maintenance	(475.00) (100.00)	(575.00)	488.98 0.00	(86.02)	85.04%	31.50 0.00
290		Other Contractual Services	(4,000.00) 100.00	(3,900.00)	2,100.00 0.00	(1,800.00)	53.85%	420.00 0.00
299		Miscellaneous Expenses	(141.00) 0.00	(141.00)	1.99 0.00	(139.01)	1.41%	0.00 0.00
310		Office Supplies	(1,653.00) 0.00	(1,653.00)	1,386.99 0.00	(266.01)	83.91%	388.22 0.00
318		Merchandise Purchases	(400.00) (400.00)	(400.00)	0.00 0.00	(400.00)	0.00%	0.00 0.00
319		Covid Related	(400.00) (4,600.00)	(5,000.00)	457.95 0.00	(4,542.05)	9.16%	0.00 0.00
521		Building Insurance	(5,500.00) 0.00	(5,500.00)	5,091.43 0.00	(408.57)	92.57%	0.00 0.00
41812	MHK Land & Buildings							
590		Transfer To Fund 122	(144,606.00) 0.00	(144,606.00)	0.00 0.00	(144,606.00)	0.00%	0.00 0.00

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Fund : 110			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41990	Other Government Expenses							
209			(1,600.00)	(1,600.00)	950.00	(650.00)	59.38%	250.00
		Building Inspector Expenses	0.00		0.00			0.00
249			(8,340.00)	(8,340.00)	8,340.00	0.00	100.00%	4,170.00
		FTDD Planning Services	0.00		0.00			0.00
256			(500.00)	(500.00)	500.00	0.00	100.00%	0.00
		NETTA	0.00		0.00			0.00
259			(1,130.00)	(1,130.00)	0.00	(1,130.00)	0.00%	0.00
		Other Professional Services	0.00		0.00			0.00
299			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
		Miscellaneous Expenses	0.00		0.00			0.00
700			(12,850.00)	(5,177.00)	0.00	(5,177.00)	0.00%	0.00
		4th Of July Freedom Fest	7,673.00		0.00			0.00
701			(11,500.00)	(11,500.00)	313.74	(11,186.26)	2.73%	89.64
		Strawberry Festival	0.00		0.00			0.00
702			(7,000.00)	(13,000.00)	10,993.35	(2,006.65)	84.56%	883.13
		Fall Festivals	(6,000.00)		0.00			0.00
704			(450.00)	(450.00)	0.00	(450.00)	0.00%	0.00
		Spring Festivals	0.00		0.00			0.00
705			(2,000.00)	(2,000.00)	680.61	(1,319.39)	34.03%	223.52
		History Committee	0.00		0.00			0.00
774			0.00	(1,673.00)	1,672.78	(0.22)	99.99%	0.00
		Trail Extension Grant (CTPG)	(1,673.00)		0.00			0.00
775			(248,000.00)	(248,000.00)	3,500.00	(244,500.00)	1.41%	0.00
		LPRF Grant	0.00		0.00			0.00
779			(362,000.00)	(362,000.00)	190.00	(361,810.00)	0.05%	190.00
		ARC POWER - Trail Grant	0.00		0.00			0.00
795			(446,000.00)	(446,000.00)	8,894.00	(437,106.00)	1.99%	44.00
		RW Estates Dr. Bridge Grant	0.00		0.00			0.00

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Fund : 110			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42100	Police Protection							
112			(30,000.00)	(30,000.00)	20,853.75	(9,146.25)	69.51%	4,830.00
		Wages - P/T Police	0.00		0.00			0.00
124			(40,000.00)	(40,000.00)	23,276.90	(16,723.10)	58.19%	4,615.38
		Wages - Police Chief	0.00		0.00			0.00
141			(5,355.00)	(5,355.00)	3,366.21	(1,988.79)	62.86%	721.18
		Payroll Taxes	0.00		0.00			0.00
142			(10,600.00)	(10,600.00)	5,876.40	(4,723.60)	55.44%	877.20
		Hospital & Health Insurance	0.00		0.00			0.00
143			(2,316.00)	(2,316.00)	1,336.20	(979.80)	57.69%	267.24
		State Retirement	0.00		0.00			0.00
146			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Worker's Compensation	0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	805.00	(195.00)	80.50%	0.00
		Education & Training	0.00		0.00			0.00
150			(1,000.00)	(3,490.00)	3,490.00	0.00	100.00%	0.00
		Personal Liability Insurance	(2,490.00)		0.00			0.00
235			0.00	(338.00)	305.53	(32.47)	90.39%	268.03
		Seminar Registration Fees	(338.00)		0.00			0.00
239			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Membership Dues	0.00		0.00			0.00
241			(2,400.00)	(2,400.00)	547.25	(1,852.75)	22.80%	274.66
		Electric	0.00		0.00			0.00
242			(400.00)	(400.00)	72.13	(327.87)	18.03%	12.15
		Water	0.00		0.00			0.00
245			(1,200.00)	(1,200.00)	883.95	(316.05)	73.66%	246.33
		Telephone & Internet	0.00		0.00			0.00
261			(500.00)	(500.00)	205.00	(295.00)	41.00%	0.00
		Equipment Repair - Motor Vehicles	0.00		0.00			0.00

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Fund : 110				Monthly Comparative:		58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
266			0.00	(3,100.00)	297.60	(2,802.40)	9.60%	239.50
	Building Maintenance		(3,100.00)		0.00			0.00
280			(800.00)	(800.00)	55.13	(744.87)	6.89%	0.00
	Travel		0.00		0.00			0.00
299			0.00	(400.00)	400.00	0.00	100.00%	0.00
	Miscellaneous Expenses		(400.00)		0.00			0.00
303			(2,500.00)	(2,500.00)	2,321.85	(178.15)	92.87%	610.97
	Uniforms & Body Armor		0.00		0.00			0.00
310			0.00	(400.00)	252.40	(147.60)	63.10%	0.00
	Office Supplies		(400.00)		0.00			0.00
312			(2,500.00)	(2,500.00)	344.85	(2,155.15)	13.79%	0.00
	Office Equipment		0.00		0.00			0.00
319			0.00	(16,815.00)	552.82	(16,262.18)	3.29%	552.82
	Covid Related		(16,815.00)		0.00			(452.84)
320			(1,000.00)	(1,000.00)	411.30	(588.70)	41.13%	13.99
	Operating Supplies		0.00		0.00			0.00
327			(2,500.00)	(4,000.00)	2,317.68	(182.32)	95.44%	1,462.00
	Other Police Equipment		(1,500.00)		1,500.00			38.00
331			(3,500.00)	(3,500.00)	3,273.73	(226.27)	93.54%	736.85
	Gas, Oil, Diesel Fuel, Grease, Etc.		0.00		0.00			0.00
332			(2,000.00)	(11,100.00)	10,352.40	(747.60)	93.26%	3,910.94
	Motor Vehicle Repair		(9,100.00)		0.00			0.00
510			(700.00)	(2,262.00)	2,262.00	0.00	100.00%	0.00
	General Liability Insurance		(1,562.00)		0.00			0.00
521			(2,400.00)	(2,200.00)	1,438.07	(761.93)	65.37%	0.00
	Building Insurance		200.00		0.00			0.00
562			(2,000.00)	(6,800.00)	3,871.60	(2,928.40)	56.94%	599.45
	Municipal Court Expenses		(4,800.00)		0.00			0.00
940			(15,000.00)	(10,550.00)	10,549.31	(0.69)	99.99%	49.00
	Police Vehicle Purchase		4,450.00		0.00			0.00

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Fund : 110		Monthly Comparative:				58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42200	Fire Protection & Control							
790			(40,800.00)	(40,800.00)	20,400.00	(20,400.00)	50.00%	10,200.00
		Unicoi Volunteer Fire Dept. Donation	0.00		0.00			0.00
42251	Communication Services							
801			(7,500.00)	(7,500.00)	7,500.00	0.00	100.00%	0.00
		Unicoi County 9-1-1 Service	0.00		0.00			0.00
42300	Animal Control							
114			(45,000.00)	(45,000.00)	22,500.00	(22,500.00)	50.00%	11,250.00
		Wages - Animal Control	0.00		0.00			0.00
42610	Ambulance Services							
291			(28,340.00)	(28,340.00)	21,603.00	(6,737.00)	76.23%	0.00
		Ambulance, Clinic, And Hospital Services	0.00		0.00			0.00
43100	Highways, Streets & Roads							
115			(42,800.00)	(42,800.00)	25,115.00	(17,685.00)	58.68%	5,250.00
		Wages - F/T Year-Around Maintenance Lead	0.00		0.00			0.00
122			(40,660.00)	(40,660.00)	23,560.50	(17,099.50)	57.95%	4,845.00
		Wages - F/T Year-Around Maintenance	0.00		0.00			0.00
141			(6,385.00)	(6,385.00)	3,644.96	(2,740.04)	57.09%	763.73
		Payroll Taxes	0.00		0.00			0.00
142			(21,600.00)	(21,600.00)	11,752.80	(9,847.20)	54.41%	1,754.40
		Hospital & Health Insurance	0.00		0.00			0.00
143			(4,832.00)	(4,832.00)	2,795.17	(2,036.83)	57.85%	584.51
		State Retirement	0.00		0.00			0.00
149			0.00	(600.00)	350.28	(249.72)	58.38%	50.04
		Optional Insurance - AFLAC 21220	(600.00)		0.00			0.00
241			(275.00)	(275.00)	168.77	(106.23)	61.37%	54.82
		Electric	0.00		0.00			0.00
247			(4,000.00)	(4,000.00)	1,956.56	(2,043.44)	48.91%	550.67
		Street Lighting	0.00		0.00			0.00

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Fund : 110

Monthly Comparative: 58.33%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261		Equipment Repair - Motor Vehicles	(3,200.00)	(2,838.00)	363.14	(2,474.86)	12.80%	0.00
			362.00		0.00			0.00
262			(500.00)	(500.00)	205.86	(294.14)	41.17%	0.00
		Small Mtce Equipment & Hand Tools	0.00		0.00			0.00
266		Building Maintenance	(100.00)	(5,100.00)	1,471.72	(3,628.28)	28.86%	1,460.00
			(5,000.00)		0.00			0.00
268		Street Maintenance & Repair	(351,000.00)	(351,000.00)	91,607.73	(259,392.27)	26.10%	287.29
			0.00		0.00			0.00
269		Maintenance Equipment Storage	(325.00)	(325.00)	0.00	(325.00)	0.00%	0.00
			0.00		0.00			0.00
270		New Equipment Purchase	(2,000.00)	(2,000.00)	649.95	(1,350.05)	32.50%	0.00
			0.00		0.00			0.00
281		Maintenance Building	(10,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
			5,000.00		0.00			0.00
299		Miscellaneous Expenses	(500.00)	(500.00)	73.05	(426.95)	14.61%	35.98
			0.00		0.00			0.00
319		Covid Related	(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
			0.00		0.00			0.00
326		Interstate Mowing	(45,500.00)	(45,500.00)	22,350.00	(23,150.00)	49.12%	3,700.00
			0.00		0.00			0.00
345		Road Sign Replacement	(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
			0.00		0.00			0.00
521		Building Insurance	(650.00)	(412.00)	411.16	(0.84)	99.80%	0.00
			238.00		0.00			0.00
43120		Gateway Enhancement						
241		Electric	(360.00)	(360.00)	165.76	(194.24)	46.04%	47.57
			0.00		0.00			0.00
299		Miscellaneous Expenses	0.00	(150.00)	35.39	(114.61)	23.59%	0.00
			(150.00)		0.00			0.00

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 110					Monthly Comparative:		58.33%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
321			(1,600.00)	(1,600.00)	318.50	(1,281.50)	19.91%	0.00
		Landscaping Program	0.00		0.00			0.00
323			(3,200.00)	(2,785.00)	2,108.99	(676.01)	75.73%	1,440.00
		Unicoi Town Banners	415.00		0.00			0.00
326			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	(2,775.00)
		Interstate Mowing	0.00		0.00			0.00
521			0.00	(265.00)	260.23	(4.77)	98.20%	0.00
		Building Insurance	(265.00)		0.00			0.00
44200		Public Welfare						
299			(1,200.00)	(1,200.00)	0.00	(1,200.00)	0.00%	0.00
		Miscellaneous Expenses	0.00		0.00			0.00
721			(2,000.00)	(2,000.00)	1,000.00	(1,000.00)	50.00%	500.00
		Chips Donation	0.00		0.00			0.00
724			(2,000.00)	(2,000.00)	1,000.00	(1,000.00)	50.00%	500.00
		4-H Club Donation	0.00		0.00			0.00
725			(2,000.00)	(2,000.00)	1,000.00	(1,000.00)	50.00%	500.00
		Unicoi County Little League Donation	0.00		0.00			0.00
727			(2,500.00)	(2,500.00)	1,250.00	(1,250.00)	50.00%	625.00
		Heritage Museum Donation	0.00		0.00			0.00
728			(4,000.00)	(4,000.00)	2,000.00	(2,000.00)	50.00%	1,000.00
		Uc Public Library Donation	0.00		0.00			0.00
730			(3,000.00)	(3,000.00)	1,500.00	(1,500.00)	50.00%	750.00
		Clinchfield Senior Adult Center Donation	0.00		0.00			0.00
732			(1,000.00)	(1,000.00)	500.00	(500.00)	50.00%	250.00
		Second Harvest Food Bank Donation	0.00		0.00			0.00
734			(2,000.00)	(2,000.00)	1,000.00	(1,000.00)	50.00%	500.00
		Unicoi Church Of God Food Bank Donation	0.00		0.00			0.00
735			(1,000.00)	(1,000.00)	1,000.00	0.00	100.00%	500.00
		Children's Advocacy Center	0.00		0.00			0.00

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 110		Monthly Comparative:				58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
740			(2,500.00)	(2,500.00)	1,250.00	(1,250.00)	50.00%	625.00
	Uc Soil Conservation District		0.00		0.00			0.00
743			(500.00)	(500.00)	500.00	0.00	100.00%	0.00
	Mock Trial Team		0.00		0.00			0.00
744			(500.00)	(500.00)	500.00	0.00	100.00%	0.00
	Veterans Affairs		0.00		0.00			0.00
794			(500.00)	(500.00)	500.00	0.00	100.00%	0.00
	Imagination Library		0.00		0.00			0.00
44300	Recreation - Tou Snider Properties							
329			(50.00)	(250.00)	171.94	(78.06)	68.78%	0.00
	Other Operating Supplies		(200.00)		0.00			0.00
342			(75.00)	(75.00)	0.00	(75.00)	0.00%	0.00
	Town Of Unicoi Signage		0.00		0.00			0.00
44730	Parks and Recreation							
121			(45,000.00)	(45,000.00)	26,161.55	(18,838.45)	58.14%	5,192.31
	Parks & Recreation Director		0.00		0.00			0.00
127			(25,700.00)	(25,700.00)	15,545.00	(10,155.00)	60.49%	2,880.00
	Assistant -Park & Recreation		0.00		0.00			0.00
141			(5,409.00)	(5,409.00)	3,151.74	(2,257.26)	58.27%	610.74
	Payroll Taxes		0.00		0.00			0.00
142			(21,200.00)	(21,200.00)	11,752.80	(9,447.20)	55.44%	1,754.40
	Hospital & Health Insurance		0.00		0.00			0.00
143			(4,093.00)	(4,093.00)	2,391.61	(1,701.39)	58.43%	467.37
	State Retirement		0.00		0.00			0.00
239			(150.00)	(150.00)	0.00	(150.00)	0.00%	0.00
	Membership Dues		0.00		0.00			0.00
241			(3,400.00)	(3,400.00)	1,229.39	(2,170.61)	36.16%	637.77
	Electric		0.00		0.00			0.00
242			(1,015.00)	(1,015.00)	350.22	(664.78)	34.50%	45.10
	Water		0.00		0.00			0.00

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 110			Monthly Comparative:				58.33%	
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245		Telephone & Internet	(275.00)	(275.00)	175.00	(100.00)	63.64%	25.00
			0.00		0.00			0.00
266		Building Maintenance	(1,700.00)	(640.00)	139.99	(500.01)	21.87%	0.00
			1,060.00		0.00			0.00
280		Travel	(900.00)	(900.00)	534.75	(365.25)	59.42%	0.00
			0.00		0.00			0.00
290		Other Contractual Services	0.00	(100.00)	43.00	(57.00)	43.00%	43.00
			(100.00)		0.00			0.00
299		Miscellaneous Expenses	(100.00)	(350.00)	280.60	(69.40)	80.17%	20.60
			(250.00)		0.00			0.00
310		Office Supplies	(1,700.00)	(1,150.00)	89.15	(1,060.85)	7.75%	0.00
			550.00		0.00			0.00
312		Office Equipment	(100.00)	(100.00)	31.83	(68.17)	31.83%	0.00
			0.00		0.00			0.00
319		Covid Related	0.00	(500.00)	100.00	(400.00)	20.00%	0.00
			(500.00)		0.00			0.00
324		Janitorial Supplies	(300.00)	(300.00)	279.17	(20.83)	93.06%	74.35
			0.00		0.00			0.00
325		Recreation Projects & Equipment	(8,000.00)	(8,000.00)	7,922.92	(77.08)	99.04%	1,313.98
			0.00		0.00			0.00
329		Other Operating Supplies	(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
			0.00		0.00			0.00
521		Building Insurance	(1,400.00)	(2,460.00)	2,459.80	(0.20)	99.99%	0.00
			(1,060.00)		0.00			0.00
47000	Economic Development							
236		Public Relations, Good Will	(2,000.00)	(2,000.00)	705.56	(1,294.44)	35.28%	0.00
			0.00		0.00			0.00
258		Economic Development Membership	(22,909.00)	(22,909.00)	0.00	(22,909.00)	0.00%	0.00
			0.00		0.00			0.00

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 110			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
280			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
299			(200.00)	(200.00)	39.00	(161.00)	19.50%	0.00
		Miscellaneous Expenses	0.00		0.00			0.00
310			(300.00)	(300.00)	132.00	(168.00)	44.00%	0.00
		Office Supplies	0.00		0.00			0.00
313			(500.00)	(650.00)	636.37	(13.63)	97.90%	105.08
		Computer Software & Website Development	(150.00)		0.00			0.00
315			(18,000.00)	(17,850.00)	5,319.32	(12,530.68)	29.80%	1,605.01
		Advertising, Brochures, Literature, Etc.	150.00		0.00			0.00
360			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
		Economic Development Plan	0.00		0.00			0.00
361			(3,000.00)	(3,000.00)	0.00	(3,000.00)	0.00%	0.00
		Business Alliance Development	0.00		0.00			0.00
47200		Recreation - Tou Bowman Property						
266			(1,500.00)	(1,500.00)	812.00	(688.00)	54.13%	95.00
		Building Maintenance	0.00		0.00			0.00
276			(2,000.00)	(2,000.00)	103.90	(1,896.10)	5.20%	0.00
		Building Security	0.00		0.00			0.00
299			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
		Miscellaneous Expenses	0.00		0.00			0.00
49200		Rural Development Sewer Bond						
614			(18,299.00)	(18,299.00)	10,644.28	(7,654.72)	58.17%	1,527.52
		Sewer Bond Principal	0.00		0.00			0.00
631			(35,114.00)	(35,114.00)	20,512.72	(14,601.28)	58.42%	2,923.48
		Sewer Bond Interest	0.00		0.00			0.00
49431		Capital Outlay Notes 2 - Bt						
615			(33,704.00)	(33,704.00)	19,505.01	(14,198.99)	57.87%	2,806.15
		New Office Loan Principal	0.00		0.00			0.00

Fund : 110			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
633		New Office Loan Interest	(4,104.00) 0.00	(4,104.00)	2,549.19 0.00	(1,554.81)	62.11%	344.45 0.00
49441		Bank of TN Capital Outlay Note						
610			(71,000.00) 0.00	(71,000.00)	0.00 0.00	(71,000.00)	0.00%	0.00 0.00
630		Capital Outlay Notes 1 Principal -	(19,385.00) 0.00	(19,385.00)	9,666.51 0.00	(9,718.49)	49.87%	0.00 0.00
		Capital Outlay Notes 1 Interest						
Total For Fund: 110			(2,862,617.00) (53,655.00)	(2,916,272.00)	760,430.34 1,500.00	(2,154,341.66)	26.13%	127,650.38 (619.80)

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 122			Monthly Comparative:			58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41812	MHK Land & Buildings							
125			(65,000.00)	(65,000.00)	37,636.55	(27,363.45)	57.90%	7,487.31
		Wages - Kitchen Manager	0.00		0.00			0.00
141			(4,972.00)	(4,972.00)	2,879.20	(2,092.80)	57.91%	572.78
		Payroll Taxes	0.00		0.00			0.00
142			(10,600.00)	(10,600.00)	5,876.40	(4,723.60)	55.44%	877.20
		Hospital & Health Insurance	0.00		0.00			0.00
143			(3,764.00)	(3,764.00)	2,167.65	(1,596.35)	57.59%	433.53
		State Retirement	0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	150.00	(850.00)	15.00%	0.00
		MHK Instructors	0.00		0.00			0.00
149			0.00	(400.00)	327.36	(72.64)	81.84%	183.04
		Optional Insurance - AFLAC 21220	(400.00)		0.00			0.00
157			(770.00)	(770.00)	0.00	(770.00)	0.00%	0.00
		MHK Permits	0.00		0.00			0.00
158			(2,000.00)	0.00	0.00	0.00	No Budget	0.00
		MHK Education Supplies	2,000.00		0.00			0.00
239			(100.00)	(100.00)	99.00	(1.00)	99.00%	0.00
		Membership Dues	0.00		0.00			0.00
241			(9,600.00)	(9,600.00)	6,130.39	(3,469.61)	63.86%	1,675.72
		Electric	0.00		0.00			0.00
242			(900.00)	(900.00)	584.42	(315.58)	64.94%	92.86
		Water	0.00		0.00			0.00
244			(2,700.00)	(2,700.00)	992.90	(1,707.10)	36.77%	329.79
		Gas	0.00		0.00			0.00
245			(3,600.00)	(3,600.00)	2,624.27	(975.73)	72.90%	390.36
		Telephone & Internet	0.00		0.00			0.00
261			(4,000.00)	(4,000.00)	590.31	(3,409.69)	14.76%	0.00
		Equipment Repair - Motor Vehicles	0.00		0.00			0.00

Town of Unicoi
Statement of Expenditures and Encumbrances
January 2021

Fund : 122		Monthly Comparative:				58.33%		
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
262			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
		Small Mtce Equipment & Hand Tools	0.00		0.00			0.00
265			(500.00)	(500.00)	322.20	(177.80)	64.44%	210.00
		Grounds Maintenance	0.00		0.00			0.00
276			(1,200.00)	(1,200.00)	420.00	(780.00)	35.00%	0.00
		Building Security	0.00		0.00			0.00
278			(1,000.00)	(1,000.00)	788.64	(211.36)	78.86%	429.80
		Building Maintenance	0.00		0.00			0.00
280			(1,000.00)	(1,000.00)	13.07	(986.93)	1.31%	0.00
		Travel	0.00		0.00			0.00
290			(5,000.00)	(2,944.00)	2,623.00	(321.00)	89.10%	559.00
		Other Contractual Services	2,056.00		0.00			0.00
299			(1,000.00)	(1,000.00)	1,157.71	157.71	115.77%	55.86
		Miscellaneous Expenses	0.00		0.00			0.00
304			(4,000.00)	(4,000.00)	1,348.44	(2,651.56)	33.71%	166.94
		Trash & Waste Disposal	0.00		0.00			0.00
305			(500.00)	(500.00)	44.43	(455.57)	8.89%	0.00
		Mhk Equipment	0.00		0.00			0.00
310			(1,700.00)	(1,700.00)	51.98	(1,648.02)	3.06%	0.00
		Office Supplies	0.00		0.00			0.00
312			(500.00)	(500.00)	79.90	(420.10)	15.98%	0.00
		Office Equipment	0.00		0.00			0.00
315			(2,000.00)	(2,000.00)	82.85	(1,917.15)	4.14%	0.00
		Advertising, Brochures, Literature, Etc.	0.00		0.00			0.00
521			(2,000.00)	(5,656.00)	5,655.42	(0.58)	99.99%	0.00
		Building Insurance	(3,656.00)		0.00			0.00
771			(130,000.00)	(130,000.00)	70,855.30	(51,918.82)	60.06%	631.70
		ARC POWER - Equipment Grant	0.00		7,225.88			7,225.88
776			0.00	(95,000.00)	34,056.27	(29,785.24)	68.65%	7,800.00
		TN Care Act Corona Grant	(95,000.00)		31,158.49			(2,714.62)

Fund : 122

Monthly Comparative: 58.33%

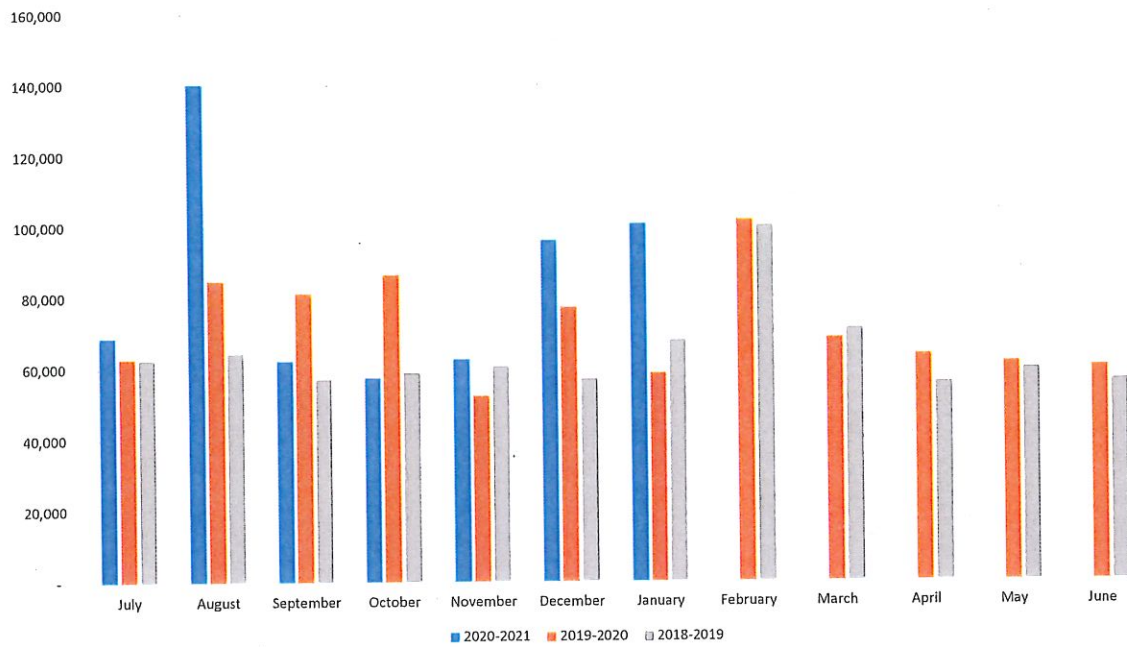
Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
778			0.00	0.00	0.00	0.00	No Budget	0.00
		TN CARE Act Corona Agriculture & Forestry	0.00		0.00			0.00
779			(30,000.00)	(30,000.00)	400.00	(29,600.00)	1.33%	400.00
		TNECD - Grant	0.00		0.00			0.00
Total For Fund: 122			(289,506.00)	(384,506.00)	177,957.66	(168,163.97)	56.26%	22,295.89
			(95,000.00)		38,384.37			4,511.26

Town of Unicoi
Local Option Sales Tax Received

Column1	Fiscal Year	Fiscal Year2	Fiscal Year3
	20-21	19-20	18-19
July	68,761	62,886	62,381
August	140,240	84,870	64,357
September	62,206	81,277	56,996
October	57,460	86,370	58,757
November	62,652	52,243	60,495
December	95,937	77,106	56,801
January	100,553	58,584	67,821
February	-	101,603	99,901
March	-	68,430	71,066
April	-	63,695	55,802
May	-	61,537	59,572
June	-	60,222	56,368

TOTAL \$ 587,810.00 \$ 858,823.00 \$ 770,317.00

Local Option Sales Tax



State Shared Taxes
TOWN OF UNICOI

PERIOD	2020-2021	2019-2020	2018-2019
July	28,220	28,391	27,004
August	30,502	28,551	27,788
September	25,960	23,777	22,234
October	28,729	28,090	26,789
November	29,617	27,824	26,253
December	30,465	28,216	26,996
January	29,728	27,686	26,611
February		36,010	33,086
March		25,404	23,687
April		24,660	23,960
May		26,560	28,126
June		23,943	27,441

TOTAL \$ 203,222.00 \$ 329,112.00 \$ 319,975.00

TOWN OF UNICOI

STATE SHARED SALES TAX

