



AGENDA

Johnson City Development Authority Board Meeting

Friday, April 28, 2023 @ 8:00 AM
510 Bert St. Johnson City, TN 37604

1. CALL TO ORDER

- 1.1. Call to Order and Quorum Confirmation: 6/11 of Current Members Required
[Quorum Sheet for April 28 2023](#)
- 1.2. Claim for Member Conflict of Interest
- 1.3. Additional Action Item to Agenda

2. ADOPTION OF MINUTES

- 2.1. ACTION: Review and Adoption of the Previous Regular JCDA Meeting Minutes
[Johnson City Development Authority - Mar 31 2023 - Minutes - Pdf](#)

3. COMMITTEE REPORTS

- 3.1. ACTION: John Sevier Center Operations Report
[John Sevier Operations Report April 2023](#)
- 3.2. John Sevier Center Disposition Report
[John Sevier Disposition Report April 2023](#)
- 3.3. ACTION: TIF Advisory Committee Report
[TIF Advisory Committee Report to JCDA April 2023](#)
- 3.4. Downtown Centre Report
[Downtown Centre and Parking Garage Report April 2023](#)
- 3.5. Human Resources Report - No Report
- 3.6. Finance Committee Report
[Finance Committee Report April 2023](#)

4. FINANCIALS

- 4.1. ACTION: Johnson City Development Authority General Operating Fund Financial Statement
[JCDA General Fund Financial Statements- Mar 2023](#)
- 4.2. ACTION: Johnson City Development Authority Tax Increment Financing (TIF) Special Fund Financial Statement
[TIF Statements- JCDA March 2023](#)
- 4.3. ACTION: John Sevier Center Financials
[John Sevier Center Financial Statements 03.31.23](#)

5. STAFF REPORTS

- 5.1. Main Street America Program Report, in conjunction with the Downtown Johnson City Foundation
[Main Street America JCDA April 2023 Report](#)
- 5.2. Executive Director's Report

6. CHAIR REPORT

Comments from the Chairman

7. ADJOURNMENT

Agenda Item #1.1.1.

1.1 Call to Order and Confirm Member Quorum

The Johnson City Development Authority (JCDA) consists of eleven active members, with no vacant seats. A majority (6 of 11 voting members) is required for quorum in order to conduct business. *

**JCDA By-Laws: Section 23. Quorum*

April 28, 2023 Meeting

Member	Term Expires	Present	Not Present
Hank Carr, Chairman	June 30, 2025 (3 year term)		
Shannon Castillo, Vice Chairman	June 30, 2024 (2 year term)		
Seth Thomas, Treasurer	June 30, 2023 (1 year term)		
Ernest Campbell	June 30, 2024 (fulfill unexpired)		
Jim Fickley	June 30, 2025 (3 year term)		
Commissioner Jodi Jones	County Commissioner Seat		
Commissioner Freddie Malone	County Commissioner Seat		
Commissioner Aaron Murphy	June 30, 2024 (2 year term)		
Jack Simpson	June 30, 2025 (3 year term)		
Robert Williams	June 30, 2023 (1 year term)		
Mayor Joe Wise	City Commission Seat		
Patricia C. Oldham, AICP, TCED	Executive Director- Non-Voting		



Minutes
Johnson City Development Authority
Friday, March 31, 2023 @ 8:00 AM
510 Bert St. Johnson City, TN 37604

CALL TO ORDER

Call to Order and Quorum Confirmation: 6/11 of Current Members Required

The regular meeting of the Johnson City Development Authority was called to order at 8:02am by Chairman, Hank Carr. Chairman Carr confirmed the presence of a quorum.

Present: J. Simpson, A. Murphy, S. Castillo, H. Carr, J. Wise, J. Jones, R. Williams

Absent: F. Malone, J. Fickley, E. Campbell, S. Thomas

JCDA Present: D. McIntosh, Finance Manager, P. Oldham, AICP, TCEcD, Executive Director, and Sydni Leonard, M.Ed., Administrative Coordinator to the Executive Director

Others Present: T. Korade, Johnson City Resident

[JCDA March 31 2023 Attendance](#)

Claim for Member Conflict of Interest

None

Additional Action Item to Agenda

None

ADOPTION OF MINUTES

Review and Adoption of the Previous Regular JCDA Meeting Minutes

Commissioner Simpson made the motion to adopt the February 2023 minutes as presented, seconded by **County Commissioner Jones**. The motion passed with all present in favor.

COMMITTEE REPORTS

John Sevier Center Operations Report

The Chairman asked the Finance Manager, Daniel McIntosh to present the John Sevier Center Operations Report. He said that there were limited updates to share. Roof repair that was intended to begin in the week of March 27th has been delayed. Upon inspection of the fire systems in the John Sevier Center, the Fire Marshall indicated key issues with mag locks, the fire panel, and inoperable fire safety doors. LHP and Fleenor have been working together to ensure that these issues are addressed with priority.

Next, he revisited an ongoing discussion regarding security. Chairman Carr stated that the initial contract was approved by the board of Commissioners in the December 2022 meeting. McIntosh noted that security from the Harroll Group has provided safety and security to the residents of the John Sevier Center. LHP provided recommendation to the Board that security remained ongoing with a renewed contract. Contracted Services with the Harroll Group are on a month-to-month basis. The Finance Committee approved the recommendation and forward the motion to the Board.

The Board further discussed the positive changes in the atmosphere at the John Sevier under the management of General Manager, Susan Charlton. County Commissioner Jones noted that she had joined JCDA Staff members on a tour of the John Sevier Center on March 30th. In the Board meeting, County Commissioner Jones noted that the cleanliness and organization of the facility seems to be in much better condition due to the management of Manger, Charlton.

The Board voted to renew a contract with the Harrell Group though the remainder of the fiscal year, a 90 day period to the end of June 30, 2023. **County Commissioner Jones** made the motion to renew the contract and the motion was seconded by **City Commissioner Murphy**.

Following the vote, Executive Director, Oldham, discussed the John Sevier TIF potential and Letter on the John Sevier building renovations from James Murphy dated January 4, 2022 to the former Director. The Executive Director and JCDA staff recommended that the Board approve an application of \$350,000 for TIF funds to the Washington County Board of Commissioners. Mayor Wise, Chairman Carr, and Commissioner Williams recommended that JCDA staff provide clarity in the vision and outlook of redevelopment of the John Sevier Center before inquiring about the County agenda for presentation.

(Please note that the updated agreement with the County required that any project exceeding \$24,999 must be referred to the County CIA Committee and then the Washington County Commission.)

The Board has asked staff to return the action item until after the April 19th TIF Advisory Committee Meeting where they intend to provide direction and recommendation on a proposed TIF amount request.

John Sevier Center Disposition Report

No further discussion

Tax Increment Fund Advisory Committee Report

The Johnson City Development Authority TIF Advisory Committee will be called to meet April 19th.

The Tax Increment Fund Advisory Board shall be composed of the JCDA Chair, two JCDA Commissioners appointed by the Chair, the City Commission Representative, one additional City Commission appointee, the County Commission Representative and one additional Washington County appointee.

The TIF Advisory Committee Members are:

Hank Carr, Shannon Castillo, John Hunter, Joe Wise, Jodi Jones, Freddie Malone, and the JCDA Executive Director (non-voting). One additional member will be added when Washington County, TN appoint one additional member.

Downtown Center/Parking Report

Staff recommended that the JCDA Commissioners make a motion to allow staff and the Finance Committee the latitude to negotiate a rate and building use proposal with Northeast State during April and to report back to the full board during the May meeting with the final lease rate, terms, and conditions for final approval. The JCDA also will keep the City of Johnson City informed and involved in the discussions.

Commissioner Robert Williams made the motion to allow JCDA staff to meet for renegotiations with NeSCC. The motion was seconded by **Vice-Chair, Shannon Castillo**.

That meeting is scheduled for April 10th.

Human Resources Report

The Executive Director introduced the new JCDA and Downtown Johnson City Foundation staff member, Sydni Leonard, to the Board of Commissioners. Ms. Leonard will serve as the Administrative Coordinator to the Executive Director. Her salary was set in keeping with the 2023 budget approved by the board.

Finance Committee Report

Finance Manager, Daniel McIntosh reviewed the Finance Committee meeting report and recommendations. The Finance Committee recommended the following:

1. Security services continue for another 90-day or three-month period to be re-evaluated in June 2023. (See also John Sevier Operations Report);
2. To reduce the payback amount from the current amount of \$25,000 from the John Sevier to \$20,000 and allocate it towards paying back a TIF Due to liability that was created from the FY22 audit findings and moving any net remaining pay back into savings;

The Finance Committee made the recommendation and motion to reduce the payback amount from the current amount of \$25,000 from the John Sevier to \$20,000, the motion was carried by Vice-Chairman and Commissioner, Shannon Castillo.

3. The JCDA apply for \$350,000 from TIF funds as reimbursement against John Sevier expenses.

The current approved budgeted payback amount from the John Sevier to the JCDA is \$25,000 a month. In November, the board approved splitting the \$25,000 each month to pay back the line of credit and increase depleted JCDA savings. The pay back reduced the line of credit to a \$0 amount as of this month (March).

FINANCIALS

Johnson City Development Authority General Operating Fund Financial Statement

Commissioner Jack Simpson made the motion to adopt the JCDA General Fund Financial Statements, which was seconded by **City Commissioner Aaron Murphy**. The motion passed unanimously.

Johnson City Development Authority Tax Increment Financing (TIF) Special Fund Financial Statement

Commissioner Jack Simpson made the motion to accept the JCDA TIF Special Revenue Fund, which was seconded by **County Commissioner Jodi Jones**. The motion passed unanimously.

John Sevier Center Financials

Commissioner Robert Williams made the motion to accept the John Sevier Financial Statements, which was seconded by **Vice-Chair, Shannon Castillo**. The motion passed unanimously.

STAFF REPORTS

Main Street America Program Report, in conjunction with Downtown Johnson City Foundation

Executive Director, Oldham, began the report by stating that the Letter of Recertification for the Downtown Johnson City Foundation's participation in the Main Street America Program has been officially submitted to the Main Street America program. The Downtown Johnson City Foundation Board intends to meet in April. The Executive Director intends to coordinate training for the Foundation's Board of Directors in conjunction with the State of Tennessee.

Good news was shared about the Placemaking Grant. Per the national Main Street Program, the funds average a production of approximately 15 micro-businesses. In Johnson City, those funds aided Hometown Cottage and The Generalist, producing approximately 65 accessible micro-businesses and vendors was direct accessibility to the public. The Executive Director noted that State of Tennessee Main Street America intends on recognizing Johnson City's accomplishment on a national level in the near future. Previously, the Downtown Johnson City Foundation has taken charge of many large scale events within the Johnson City area. The Executive Director requested that conversations be held to widen the scope of responsibility to other Johnson City resources and organizations due to the success and growth of the programs.

The Downtown Johnson City Foundation is planning to host a Spring "Sip and Stroll" event and materials have been ordered for the administration of that event.

An annual work plan also was developed and submitted as part of the Tennessee Main Street Annual report with specific goals, tasks, and deliverables based upon the expectations of the State and National programs and local merchant needs. Staff will be certain to make the report available for the board.

Executive Director's Report

CHAIR REPORT

ADJOURNMENT

The meeting was adjourned at 9:05 am with a motion by **Chairman, Hank Carr**, which was seconded by **Commissioner Jack Simpson**.

Chair:

Treasurer:

These minutes were approved in an open meeting on ___ day of ____, 2021.

Agenda Item #1.1.1.

1.1 Call to Order and Confirm Member Quorum

The Johnson City Development Authority (JCDA) consists of eleven active members, with no vacant seats. A majority (6 of 11 voting members) is required for quorum in order to conduct business. *

*JCDA By-Laws: Section 23. Quorum

March 31, 2023 Meeting

Member	Term Expires	Present	Not Present
Hank Carr, Chairman	June 30, 2025 (3 year term)	X, Chaired	
Shannon Castillo, Vice Chairman	June 30, 2024 (2 year term)	X	
Seth Thomas, Treasurer	June 30, 2023 (1 year term)		X
Ernest Campbell	June 30, 2024 (fulfill unexpired)		X
Jim Fickley	June 30, 2025 (3 year term)		X
Commissioner Jodi Jones	County Commissioner Seat	X	
Commissioner Freddie Malone	County Commissioner Seat		X
Commissioner Aaron Murphy	June 30, 2024 (2 year term)	X	
Jack Simpson	June 30, 2025 (3 year term)	X	
Robert Williams	June 30, 2023 (1 year term)	X	
Mayor Joe Wise	City Commission Seat	X	
Patricia C. Oldham, AICP, TCED	Executive Director- Non-Voting	X	

Organizational:

Daniel McIntosh, Finance Manager

Sydni Leonard, Administrative Coordinator to the Executive Director

Community:

Tricia Korade, Johnson City Resident

Johnson City Development Authority

John Sevier Center Operations Report

April 2023

1. Water Usage

The water usage has remained at an expected usage level.

2. Security Presence and Impact

Continuing positive report with residents reaching out to LHP to share their approval of the security presence.

3. Fire System Inspection

Everything identified during the previous inspection has been repaired to operational condition, except for the repairs of magnetic locks are still outstanding with the contractor. We anticipate an update by the time of the board meeting.

4. Roof Repair

Scheduled roof repair did not take place as originally planned. LHP will continue to follow up with the contractor to ensure the repairs are completed.

5. Pending/Potential Projects or Issues

REAC Inspection

LHP informed the operations committee of changes from HUD concerning site inspections. The previous REAC inspection protocol, UPCS, will change to NSPIRE starting October 2023. At this time, it is unclear if the John Sevier Center will be subject to another inspection and if one is required, what the time frame of an inspection would be.

6. Occupancy Rate

Occupancy continues to be very high, which at the time of the meeting, was 99.3 %. The general manager continues to do excellent work managing the business side of the facility and is hitting all the goals established by LHP.

7. (ACTION) HUD Rent Assessment Application and Mark Up to Market (MUTM)

On March 27, 2023, the Johnson City Development Authority received the new rent comparability study (RCS) from CBRE (the real estate study firm hired by JCDA and LHP) to provide the necessary comparisons for the application to the U.S. Department of Housing and Urban Development. The Rent Comparability Study performed on the John Sevier Center Project Based Section 8 subsidized units located at 141 East Market Street recommended that the efficiency units be changed from 965 to \$1,055. The one-bedroom units would be changed from 1,050 to \$1,125.

Agenda Item #3.3.1.

According to LHP correspondence, “The current annual contract rent potential for John Sevier is \$1,825,740. The proposed annual contract rent potential using the market rents on the Rent Comparability Study is \$1,972,080. This is a potential \$146,340 (8.02%) increase to John Sevier rents that would go into effect on 8/1/2023”

The federally required 30-day tenant comment period would begin on the date of the notice to allow the tenants ample time to request a copy of the materials submitted to HUD. Materials will be available in the office at the John Sevier during business hours. The deadline for the application is the date of the JCDA meeting, April 29, 2023. As will be discussed further in the finance committee report, a recommendation has been forwarded to the JCDA in favor of submitting the application and authorizing Chairman Hank Carr to sign on behalf of the JCDA.

Staff Recommendation:

Staff concurs with the recommendation of the JCDA Finance Committee to proceed with the application to submit the application for the mark-up-to-market (MUTM) to allow for the potential increase in the contract rent for the John Sevier Center Project.

(Note: The mark-up-to-market (MUTM) application process will allow for the John Sevier Center to be reviewed to determine if it can receive additional revenue from the U.S. Department of Housing and Urban Development. If approved, the tenant will not pay the market rate, but will have rent based on their income. All residents go through “recertification” annually, which is a separate process from the MUTM study. Tenants have been encouraged to contact the John Sevier Center manager, with any questions they may have.)

Johnson City Development Authority

John Sevier Center Disposition Report

April 2023

There are no updates in the schedule for the disposition of the John Sevier Center Project, Section 8 subsidized housing. The application to the U.S. Department of Housing and Urban Development is on going. LHP and the JCDA Staff remain in regular contact about the process. The anticipated start date for construction of Tapestry at Roan Hil, located on South Roan Street, remains the fall of 2023. If staff receives additional information before the meeting, the presentation will include any further details.

Johnson City Development Authority

Tax Increment Fund Advisory Committee Report

April 2023

The Johnson City Development Authority TIF Advisory Committee met April 19th, 2023 at the JCDA office. Commissioner Freddie Malone served as Chairman and Commissioner John Hunter served as Vice-Chairman. Per the by-laws, the following individuals attended: *the JCDA Chair: **Hank Carr**; two JCDA Commissioners appointed by the Chair: **Commissioner Freddie Malone and JCDA Vice-Chairman, Shannon Castillo**; the City Commission Representative: **Commissioner Joe Wise**; one additional City Commission appointee: **Commissioner John Hunter**; the County Commission Representative: **Commissioner Jodi Jones**, and one additional Washington County appointee: **to be appointed by County Commission**.* [Note: The Executive Director serves on all committees as a non-voting member, unless the JCDA Chairman specifies a voting role.]

The members reviewed and discussed the revised Façade Grant Application and Guide and the TIF Financing Program Guide with Policies and Procedures. Finance Manager, Daniel McIntosh, reviewed the current debt and amortization schedules for existing TIF projects. He also presented the current financial positions of the TIF accounts, revenues from the city and the county, as well as the potential for the TIF funding availability through the 2029 TIF program term. The committee further discussed that the City Manager's office is examining the 5% administrative fee that had in years past been retained by the City of Johnson City, which the JCDA could utilize for TIF administrative expenses.

The Executive Director and Finance Manager also will be preparing additional matters to bring back to the committee: clarification of the decision making step between the JCDA and the county; if the TIF advisory committee and JCDA have the authority to expedite specific smaller façade grants via staff approvals; and the possibility of hearing a TIF request from the JCDA for the John Sevier Center project, in respect to the funding already invested directly from the JCDA General Operating Fund, as well as potential improvements to the Downtown Centre that may be necessary in the coming months.

As applications had not been released, yet, the committee did not review any requests. In anticipation of façade applications for the historic district and the redevelopment plan area, staff and members noted that the façade grant maximum base level had remained the same since set by the JCDA in 2008. Considering the increase in construction costs and materials since then, plus pandemic and inflationary price pressures, the committee made the recommendation to double the base amount, as stated in the recommendation below. (Please note that the updated agreement with the County required that any project exceeding \$24,999 must be referred to the County CIA Committee and then approved by the County Commission.)

ACTION: Staff Recommendation:

Staff concurs with the recommendation of the TIF Advisory Committee that the JCDA vote to double the base TIF funding available for façade grant investment applicants from \$5,000 per primary façade to \$10,000 and \$2,500 to \$5,000 for street facing facades.

Johnson City Development Authority

Downtown Centre Report

April 2023

On April 10, 2023, various representatives from the JCDA and the City Manager's office met with President Dr. Jeff McCord and Northeast State Community College officials. One week later, on April 17, 2023, President Dr. Jeff McCord notified Executive Director Oldham by email that Northeast State would not extend the lease, which was set to expire in December 2023. President McCord wrote that they would communicate further with the JCDA consistent with the lease concerning the conclusion of the partnership. No further correspondence has been received, but the Executive Director contacted the President's Office April 21st to confirm contact information details.

JCDA staff, Chairman Carr, and Vice-Chairman Castillo, met with the City Manager and staff on April 21st to examine the lease further and to discuss the costs of operating the building. The Chairman and Vice-Chairman noted that a Downtown Centre Committee already had been in development and suggested that the City and the JCDA collaborate to have key staff and board/committee members on that committee jointly examine the short and long term future of the building. Additionally, the conversation led to the decision that following the announcement by Northeast State, it now was time to seek mutually beneficial redevelopment opportunities for the John Sevier Center and the Downtown Centre as a block, particularly in respect to the parking and the desire to increase ground level pedestrian and economic activity in the vicinity of Market, Roan, and Buffalo Streets. JCDA staff, per Chairman Carr's direction, will continue to seek development consultants to examine the full potential and create the best investment opportunity and prospective materials for the block to be a downtown catalyst. Those options will be brought back to the JCDA board and will include the City Manager, as well.

As the redevelopment organization, JCDA will lead the initiative and maintain close, regular contact with the City Manager and the city's economic development staff by meeting, providing access to information and materials, and working across organizations to achieve a shared redevelopment outcome. JCDA staff immediately is creating a collaborative online workspace for use by the city and JCDA staff. JCDA staff will continue to research and examine a number of matters, from security, building information, parking opportunities, and possible occupancy uses. We also will be scheduling a tour of the facility for the JCDA Board of Commissioners, the City Manager and city staff, and other city officials to examine the layout of the block and the building.

Finally, JCDA staff will bring further information to the JCDA Board soon regarding the cost for and the plans for facility security and staffing.

Johnson City Development Authority

Finance Committee Report

April 2023

The JCDA Finance Committee convened at 12:30 PM on April 20, 2023, at the JCDA office, with Board of Director members Freddie Malone, Jack Simpson, Seth Thomas, Ernest Campbell, Executive Director Patricia “Tish” Oldham, and Finance Manager Daniel McIntosh in attendance. Absent from the meeting was member Hank Carr.

Items reviewed included:

1. JCDA General Fund Financials
2. JCDA Special Reserve TIF Fund Financials
3. John Sevier Center Financials
4. Markup to Market
5. Discussion on TIF project proposal to County for John Sevier Center
6. Discussion on current JCDA internal controls
7. Downtown Centre potential costs if vacant

The following is a summary of the meeting and review by the Finance Committee, as related to the JCDA meeting agenda items.

4.1.1 APPROVE MARCH 2023 JCDA GENERAL FUND FINANCIALS

Summary / Action

The March 2023 JCDA General Fund Financials, as prepared by the David M Ellis Firm, Certified Public Accountants were reviewed by the Finance Committee with a unanimous recommendation to accept and forward to the JCDA for approval of the financial statement. (Motion Simpson/Thomas) Motion passed.

4.1.2 APPROVE MARCH 2023 JCDA SPECIAL RESERVE TIF FUND FINANCIALS

Summary / Action

The March 2023 JCDA Special Reserve TIF Fund Financials, as prepared by the David M Ellis Firm, Certified Public Accountants, were reviewed by the Finance Committee with a unanimous recommendation to accept and forward to the JCDA for approval of the financial statement. (Motion Simpson/Thomas) Motion passed.

4.1.3 FORWARD MARCH 2023 JOHN SEVIER CENTER FINANCIALS

Summary / Action

The March 2023 John Sevier Financials, prepared by LHP, were reviewed by the Finance Committee and forwarded to the JCDA for review. (Motion Thomas/Campbell) Motion passed.

Additional discussion included:

- The markup to market rent increase application submitted by LHP was discussed in committee. After reviewing the recommendation based on a rent appraisal initiated by LHP, the finance committee supported the application for the markup to market rent increase and moved for it to be put forward to the JCDA for approval. (Motion Thomas/Simpson) For further discussion on markup to market, see the John Sevier Operations report.
- JCDA staff after review of the current internal controls and bylaws brought before the finance committee areas identified as needing updated. Current internal controls do not adequately address electronic payment methods and the bylaws limit the expenditure limit needing dual signature to \$500. After review, the committee asked staff to bring a proposal for changes to the next finance meeting.
- After public comments shared by Northeast State Community College (NeSCC) concerning its intent to leave the Downtown Centre before the start of summer session classes, the finance committee had discussion about the current lease agreement between NeSCC and the JCDA and what the potential maintenance cost of the property would be if it became vacant. Staff informed the committee of an upcoming meeting with the city to discuss the potential of a more sudden vacancy and would produce estimates of maintenance costs for the meeting. The finance committee also advised staff to have external legal counsel review the lease agreement, if needed, in ongoing lease negotiations with NeSCC.
- Discussion continued concerning the John Sevier Center TIF project proposal. Staff informed the finance committee of the TIF Advisory Committee's meeting the day before and that committee's recommendation for staff to bring back a proposal for the John Sevier TIF project proposal to the next TIF Advisory meeting, which if approved, would be brought before the JCDA for final approval. The finance committee concurred with this recommendation.

DAVID M. ELLIS

Certified Public Accountant
Member, American Institute of
Certified Public Accountants

Member, Tennessee Society of
Certified Public Accountants

JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND

FINANCIAL STATEMENTS

For the Nine Months Ended March 31, 2023

**JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND
BALANCE SHEET
March 31, 2023**

ASSETS

Current Assets

Cash

HomeTrust Operating	\$	60,900
Home Trust Savings		<u>95,725</u>

Total Cash 156,625

Rental Security Deposits		600
Johnson City Elevator Fund		385,600
Due to/From Other Funds		458,403
John Sevier Capital Repair Loan		<u>216,534</u>

Total Current Assets \$ 1,217,762

LIABILITIES

TIF Repayment	\$	53,606
Accounts Payable		569
Line of Credit		<u>-</u>

Total Liabilities 54,175

FUND BALANCES

Unassigned		<u>1,163,587</u>
------------	--	------------------

Total Fund Balances 1,163,587

Total Liabilities and Fund Balances \$ 1,217,762

**JOHNSON CITY DEVELOPMENT AUTHORITY
GENERAL FUND**

**STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Nine Months Ended March 31, 2023**

REVENUE

Operating Revenue - City of JC	\$	255,000
Festival Allocation		15,000
Lease Income - Downtown Centre		9,000
Miscellaneous Income		400,162
Interest Income		289
		679,451
Total Revenue		679,451

EXPENSE

Salaries	\$	147,864
Audit Fees		15,000
Office Rent		12,065
Payroll Taxes		11,228
Health Insurance		7,722
Internet		7,650
Computer/IT Support		7,592
Accounting Fees		6,966
Outside Contract Services		5,720
Property Coverage		5,492
Office Furnishings		5,097
Directors and Officers Insurance		3,966
Conference/Education		2,685
Office Supplies		1,540
Flood Policy		1,460
Cell and Office Phones		1,256
Payroll Service Fees		1,251
Retirement Contributions		875
Miscellaneous		826
Bank Fees		740
Worker's Compensation Insurance		397
Memberships/Dues/Subscriptions		317
Meals & Entertainment		251
Marketing/Advertising		79
Legal Fees		78
		248,117
Total Expenses		248,117

Excess (Deficiency) of Revenues Over (Under) Expenditures		431,334
Fund Balances, Beginning of Fiscal Year		732,253
Fund Balances, End of Nine Months		\$ 1,163,587

JOHNSON CITY DEVELOPMENT AUTHORITY

BUDGET TO ACTUAL

For the Nine Months Ended March 31, 2023

	March Actual	March Budget	March Variance	Year to Date Actual	Year to Date Budget	Year to Date Variance
REVENUE						
Operating Revenue - City of JC	\$ -	\$ -	\$ -	\$ 255,000	319,276	(64,276)
Festival Allocation	-	-	-	15,000	15,000	-
Lease Income - Downtown Centre	1,000	1,000	-	9,000	9,000	-
Miscellaneous Income	-	-	-	400,162	3,850	396,312
Interest Income	37	133	(96)	289	1,200	(911)
Total Revenue	1,037	1,133	(96)	679,451	348,326	331,125
EXPENSE						
Salaries	13,843	20,629	(6,786)	\$ 147,864	\$ 185,662	(37,798)
Audit Fees	-	-	-	15,000	38,350	(23,350)
Payroll Taxes	1,070	1,700	(630)	11,228	15,300	(4,072)
Office Rent	1,933	1,933	-	12,065	12,065	-
Accounting Fees	(1,259)	1,167	(2,426)	6,966	10,500	(3,534)
Health Insurance	327	882	(555)	7,722	7,939	(217)
Internet	850	500	350	7,650	4,500	3,150
Computer/IT Support	49	333	(284)	7,592	7,125	467
Outside Contract Services	-	-	-	5,720	6,000	(280)
Property Coverage	-	-	-	5,492	2,100	3,392
Office Furnishings	-	-	-	5,097	7,500	(2,403)
Directors and Officers Insurance	-	-	-	3,966	600	3,366
Conference/Education	-	-	-	2,685	1,650	1,035
Flood Policy	-	-	-	1,460	1,800	(340)
Office Supplies	244	250	(6)	2,082	2,250	(168)
Cell and Office Phones	21	233	(212)	1,256	2,100	(844)
Payroll Service Fees	184	117	67	1,251	1,050	201
Retirement Contributions	-	542	(542)	875	4,875	(4,000)
Miscellaneous	1,179	1,247	(68)	230	3,697	(3,467)
Worker's Compensation Insurance	-	75	(75)	397	1,475	(1,078)
Memberships/Dues/Subscriptions	-	100	(100)	317	900	(583)
Bank Fees	465	42	423	740	375	365
Meals & Entertainment	42	25	17	251	225	26
Marketing/Advertising	(86)	275	(361)	133	2,475	(2,342)
Legal Fees	-	417	(417)	78	3,750	(3,672)
Downtown Development	-	100	(100)	-	44,400	(44,400)
Downtown Events/Programs	-	-	-	-	12,825	(12,825)
Total Expenses	18,862	30,567	(11,705)	248,117	381,488	(133,371)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (17,825)	\$ (29,434)	\$ 11,609	\$ 431,334	\$ (33,162)	\$ 464,496

DAVID M. ELLIS

Certified Public Accountant
Member, American Institute of
Certified Public Accountants

Member, Tennessee Society of
Certified Public Accountants

JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND - TIF

FINANCIAL STATEMENTS

For the Nine Months Ended March 31, 2023

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
BALANCE SHEET
March 31, 2023**

ASSETS		
Current Assets		
Cash		
HomeTrust Bank Money Market	\$ 1,383,132	
HomeTrust Bank Downtown Centre Fund	202,619	
Eastman Credit Union Savings	<u>7</u>	
Total Current Assets		\$ 1,585,758
Accounts Receivable		
TIF Repayment	<u>53,606</u>	
Total Accounts Receivable		<u>53,606</u>
Total Assets		<u><u>\$ 1,639,364</u></u>
FUND BALANCES		
Restricted for Tax Increment Financing Projects	\$ 1,594,364	
Assigned	<u>45,000</u>	
Total Fund Balances		<u>1,639,364</u>
Total Fund Balances		<u><u>\$ 1,639,364</u></u>

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE
For the Nine Months Ended March 31, 2023**

REVENUE		
City of Johnson City Funding	\$	459,597
Interest Income		<u>9,304</u>
Total Revenue		\$ 468,901
EXPENSE		
Administrative		
Legal Fees		155
TIF Projects		
University Edge		201,409
Debt Service		
Downtown Centre - Principal		155,230
Downtown Centre - Interest		44,277
Downtown Pavilion - Principal		109,725
Downtown Pavilion - Interest		25,167
Model Mill - Interest		31,238
Triple G - Interest		9,175
MMM Enterprises - Interest		<u>5,545</u>
Total Expenditures		<u>581,921</u>
Excess (Deficiency) of Revenues Over (Under) Expenditures		(113,020)
Fund Balances, Beginning of Fiscal Year		<u>1,752,384</u>
Fund Balances, End of Nine Months		<u><u>\$ 1,639,364</u></u>

**JOHNSON CITY DEVELOPMENT AUTHORITY
SPECIAL REVENUE FUND-TIF
BUDGET TO ACTUAL
For the Nine Months Ended March 31, 2023**

	March Actual	March Budget	Variance	Year to Date Actual	Year to Date Budget	Variance
REVENUE						
City of Johnson City Funding	-	101,880	(101,880)	\$ 459,597	527,000	(67,403)
Interest Income	1,054	-	1,054	9,304	2,500	6,804
Total Revenue	1,054	101,880	(100,826)	468,901	\$ 529,500	(60,599)
EXPENDITURES						
Legal Fees	-	-	-	155	2,625	(2,470)
TIF Projects						
University Edge	201,409	199,961		201,409	199,961	
Debt Service						-
Downtown Centre - Principal	-	-	-	155,230	150,545	4,685
Downtown Centre - Interest	-	-	-	44,277	48,962	(4,685)
Downtown Centre-Other	-	-	-	-	4,163	(4,163)
Downtown Pavilion - Principal	-	-	-	109,725	103,950	5,775
Downtown Pavilion - Interest	-	-	-	25,167	28,639	(3,472)
Model Mill - Interest	-	-	-	31,238	34,903	(3,665)
Triple G - Interest	-	-	-	9,175	11,406	(2,231)
MMM Enterprises - Interest	-	-	-	5,545	6,894	(1,349)
Buffalo Street Boardwalk	-	-	-	-	33,750	(33,750)
Total Expenditures	201,409	199,961	1,448	581,921	625,798	(43,877)
Excess (Deficiency) of Revenues Over (Under) Expenditures	\$ (200,355)	\$ (98,081)	\$ (102,274)	\$ (113,020)	\$ (96,298)	\$ (16,722)

John Sevier Center

Monthly Financial Reports

Balance Sheet
Income Statement

March 31, 2023

John Sevier Center (1415)
Balance Sheet
As of Mar 2023

Accrual YE13

Mar 2023

4/12/2023 6:23

ASSETS

CASH

Current Assets

Cash-Operating	99,754.22
Cash-Petty Cash	100.00
Cash-Restricted Reserve	8,515.07
Tenant AR	7,369.50
Allowance Doubtful Accts	(2,073.87)
AR/AP-HUD	19,481.00
Security Deposits	33,982.13
Prepaid Expenses	3,936.49
Prepaid Insurance	450.00

TOTAL CURRENT ASSETS 171,514.54

FIXED ASSETS

Land	79,300.00
Buildings	4,650,395.00
Furniture for Project Use	34,952.00
Accumulated Depreciation	(397,358.84)

TOTAL FIXED ASSETS 4,367,288.16

OTHER ASSETS

TOTAL OTHER ASSETS 0.00

TOTAL ASSETS 4,538,802.70

John Sevier Center (1415)
Balance Sheet
As of Mar 2023

Accrual YE13

Mar 2023

4/12/2023 6:23

LIABILITIES & CAPITAL

LIABILITIES

Current Liabilities

AP - Operations	37,832.09
AP - Other	28,991.57
Accrued Wages Payable	9,591.74
Accrued Mgmt Fee Payable	11,432.70
Accrued Interest-1st Mort	15,162.56
Accrued Property Taxes	10,619.79
Accrued Expenses	5,137.40
Accrued Audit Fees	1,681.26
AP-Related Party	1,090.87
Insurance Events Accrued	(2,525.39)
Security Deposit	29,511.00
Pet Deposit	1,100.00
Prepaid/Unearned Rent	11,561.61
Prepaid HUD	7,817.00

TOTAL CURRENT LIABILITIES 169,004.20

OTHER LIABILITIES

N/P - Operating	158,402.97
N/P-Entity	902,133.53
Mortgage Payable - 1st	3,867,510.19

TOTAL OTHER LIABILITIES 4,928,046.69

TOTAL LIABILITIES 5,097,050.89

CAPITAL

Owner Equity	(338,832.43)
Net Profit (Loss)	(219,415.76)
TOTAL CAPITAL	(558,248.19)

TOTAL LIABILITIES & CAPITAL 4,538,802.70

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending March 31, 2023

4/12/2023 6:25

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
Revenue						
Tenant Rent Revenue	30,630.00	152,145.00	(121,515.00)	274,429.00	1,306,425.00	(1,031,996.00)
HUD Assistance	121,515.00	0.00	121,515.00	1,031,996.00	0.00	1,031,996.00
Total Gross Potential	152,145.00	152,145.00	0.00	1,306,425.00	1,306,425.00	0.00
VACANCY LOSS & CONCESSIONS						
Special Claims Revenue	8,754.00	1,115.67	7,638.33	13,085.00	10,041.03	3,043.97
Apartment Vacancy	(3,150.00)	(3,380.83)	230.83	(34,899.00)	(30,427.47)	(4,471.53)
Total Vacancy Loss & Concessions	5,604.00	(2,265.16)	7,869.16	(21,814.00)	(20,386.44)	(1,427.56)
OTHER INCOME						
Other	0.00	0.00	0.00	1,116.50	0.00	1,116.50
Laundry & Vending Revenue	85.63	66.67	18.96	2,426.93	600.03	1,826.90
Misc Tenant Charges	1,801.88	324.17	1,477.71	6,274.31	2,917.53	3,356.78
Late Fees	108.10	476.33	(368.23)	2,869.19	4,286.97	(1,417.78)
Damages	683.00	721.67	(38.67)	3,061.44	6,495.03	(3,433.59)
Other Income	204.39	250.00	(45.61)	1,718.84	2,250.00	(531.16)
Total Other Income	2,883.00	1,838.84	1,044.16	17,467.21	16,549.56	917.65
BAD DEBT						
Bad Debts	0.00	(293.81)	293.81	(20,733.52)	(2,644.29)	(18,089.23)
Bad Debts - Admin	(830.00)	0.00	(830.00)	(10,601.07)	0.00	(10,601.07)
Allowance for Bad Debts	0.00	0.00	0.00	5,294.09	0.00	5,294.09
Total Bad Debt	(830.00)	(293.81)	(536.19)	(26,040.50)	(2,644.29)	(23,396.21)
Effective Gross Income (EGI)	159,802.00	151,424.87	8,377.13	1,276,037.71	1,299,943.83	(23,906.12)
Expense						
OPERATING EXPENSES						
UTILITIES						
Electricity	2,506.94	3,337.60	830.66	23,288.82	28,042.69	4,753.87
Electricity-Vacants	443.22	0.00	(443.22)	4,433.50	0.00	(4,433.50)
Water	(16,041.59)	1,747.91	17,789.50	24,628.88	17,985.86	(6,643.02)
Gas	263.71	154.50	(109.21)	1,982.78	1,354.45	(628.33)
Sewer	(34,470.01)	3,605.00	38,075.01	58,470.96	38,927.82	(19,543.14)

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending March 31, 2023

4/12/2023 6:25

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
Total Utilities	(47,297.73)	8,845.01	56,142.74	112,804.94	86,310.82	(26,494.12)
CONTRACT SERVICES						
Contract-Exterminating	3,200.00	500.00	(2,700.00)	14,400.00	4,500.00	(9,900.00)
Contract-Elevator	0.00	3,956.33	3,956.33	29,500.05	35,606.97	6,106.92
Contract-Fire Alarm	4,018.34	628.75	(3,389.59)	12,275.24	5,658.75	(6,616.49)
Contract-Plumbing	472.50	347.17	(125.33)	1,501.25	3,124.53	1,623.28
Contract-Cable TV	7,691.28	3,375.00	(4,316.28)	7,691.28	30,375.00	22,683.72
Contract-Other	2,513.75	2,874.83	361.08	30,430.56	25,873.47	(4,557.09)
Garbage & Trash Removal	1,594.63	1,287.92	(306.71)	12,721.09	11,591.28	(1,129.81)
Contract-Security	15,653.91	766.67	(14,887.24)	36,937.12	6,900.03	(30,037.09)
Total Contract Services	35,144.41	13,736.67	(21,407.74)	145,456.59	123,630.03	(21,826.56)
REPAIRS & MAINTENANCE						
Janitorial Supplies	1,247.31	369.63	(877.68)	6,767.89	3,326.67	(3,441.22)
Maintenance Supplies	1,061.89	1,467.45	405.56	9,011.33	13,207.05	4,195.72
Decorating Supplies	1,031.58	333.33	(698.25)	2,398.14	2,999.97	601.83
Plumbing Supplies	798.49	1,251.30	452.81	14,552.01	11,261.70	(3,290.31)
Electrical Supplies	174.27	354.00	179.73	1,130.36	3,186.00	2,055.64
HVAC R & M	0.00	416.67	416.67	3,946.15	3,750.03	(196.12)
Appliances	480.62	244.42	(236.20)	5,647.37	2,199.78	(3,447.59)
Carpentry	562.15	9.67	(552.48)	985.18	87.03	(898.15)
Uniform Expense	0.00	0.00	0.00	1,002.18	500.00	(502.18)
NonRoutine Maintenance	0.00	2,047.08	2,047.08	1,692.30	18,423.72	16,731.42
Total Repairs & Maintenance	5,356.31	6,493.55	1,137.24	47,132.91	58,941.95	11,809.04
TURNOVER						
Painting & Paint Supplies	1,159.28	668.19	(491.09)	5,210.58	6,013.71	803.13
Contract-Janitorial	158.50	0.00	(158.50)	983.50	0.00	(983.50)
Contract-Carpet Cleaning	0.00	10.75	10.75	0.00	96.75	96.75
Contract-Paint	366.00	0.00	(366.00)	1,041.00	0.00	(1,041.00)
Total Turnover	1,683.78	678.94	(1,004.84)	7,235.08	6,110.46	(1,124.62)
ADMINISTRATIVE						
Conventions & Meetings	460.32	30.00	(430.32)	467.73	915.00	447.27
Office Equipment-Lease & Maint	61.39	70.58	9.19	582.35	635.22	52.87
Office Supplies	232.11	304.84	72.73	2,509.43	2,743.56	234.13
Postage	105.86	59.65	(46.21)	1,171.16	536.85	(634.31)
Telephone/Data/Cable/Answering Svc	1,127.43	170.00	(957.43)	7,491.55	1,530.00	(5,961.55)
Legal Exp-Collection/Evictions	1,513.50	245.42	(1,268.08)	5,041.36	2,208.78	(2,832.58)

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending March 31, 2023

4/12/2023 6:25

Account	Current Period			Year-To-Date		
	Actual	Budget	Variance	Actual	Budget	Variance
Misc Admin Expense	511.92	174.75	(337.17)	2,550.07	1,572.75	(977.32)
Meals & Entertainment	0.00	215.92	215.92	745.17	1,943.28	1,198.11
Computer Expense	931.53	626.90	(304.63)	9,334.93	5,642.10	(3,692.83)
Travel Expenses	0.00	393.83	393.83	49.48	3,544.47	3,494.99
Bank Charges	462.12	184.58	(277.54)	2,919.44	1,661.22	(1,258.22)
Dues & Subscriptions	0.00	0.00	0.00	235.00	0.00	(235.00)
Professional Fees	6,033.75	1,000.00	(5,033.75)	6,157.86	9,000.00	2,842.14
Mileage	823.99	249.42	(574.57)	3,674.30	2,244.78	(1,429.52)
Total Administrative	12,263.92	3,725.89	(8,538.03)	42,929.83	34,178.01	(8,751.82)
MARKETING & RESIDENT RETENTION						
Advertising & Marketing	0.00	2.58	2.58	40.00	23.22	(16.78)
Screening Expense	294.00	317.17	23.17	2,748.00	2,854.53	106.53
Tenant Promotions	196.64	375.00	178.36	4,914.36	3,375.00	(1,539.36)
Total Marketing & Resident Retention	490.64	694.75	204.11	7,702.36	6,252.75	(1,449.61)
PERSONNEL						
Office Payroll	3,411.98	3,192.87	(219.11)	22,617.19	26,547.03	3,929.84
Office Payroll CC	0.00	542.53	542.53	2,055.87	4,882.77	2,826.90
Manager Payroll	5,732.34	4,704.49	(1,027.85)	49,966.96	34,369.32	(15,597.64)
Payroll Processing Fees	0.00	117.07	117.07	765.77	1,053.63	287.86
Repairs & Maint Payroll	12,709.82	11,122.45	(1,587.37)	105,321.90	91,267.17	(14,054.73)
Payroll Tax Expense	1,378.91	1,483.81	104.90	13,242.24	11,895.95	(1,346.29)
Employee Benefits & Insur	5,041.73	7,373.87	2,332.14	46,149.97	66,364.83	20,214.86
Total Personnel	28,274.78	28,537.09	262.31	240,119.90	236,380.70	(3,739.20)
Total Controllable Operating Expenses	35,916.11	62,711.90	26,795.79	603,381.61	551,804.72	(51,576.89)
Controllable NOI	123,885.89	88,712.97	35,172.92	672,656.10	748,139.11	(75,483.01)
AUDIT EXPENSE						
Audit Expense	560.42	560.42	0.00	1,681.26	5,043.78	3,362.52
Total Audit Expense	560.42	560.42	0.00	1,681.26	5,043.78	3,362.52
MANAGEMENT & BOOKKEEPING						
Management Fees	11,432.70	10,232.94	(1,199.76)	88,913.81	92,096.46	3,182.65
Total Management & Bookkeeping	11,432.70	10,232.94	(1,199.76)	88,913.81	92,096.46	3,182.65

**John Sevier Center (1415)
Comparative Income Statement**

Accrual^YE13
For the period ending March 31, 2023

4/12/2023 6:25

Account	Actual	Current Period Budget	Variance	Actual	Year-To-Date Budget	Variance
TAXES & INSURANCE						
Real Estate Taxes	3,692.50	3,692.50	0.00	32,760.36	33,232.50	472.14
Property & Liability Insu	15,230.32	6,357.75	(8,872.57)	61,284.95	57,219.75	(4,065.20)
Workers Compensation Insu	450.00	232.44	(217.56)	10,066.33	2,091.96	(7,974.37)
License & Permits	0.00	0.00	0.00	285.00	345.00	60.00
Franchise & Excise Tax	0.00	15.77	15.77	0.00	141.93	141.93
Taxes-Other	0.00	37.50	37.50	462.00	337.50	(124.50)
Total Taxes & Insurance	19,372.82	10,335.96	(9,036.86)	104,858.64	93,368.64	(11,490.00)
TOTAL NON-CONTROLLABLE OPERATING	31,365.94	21,129.32	(10,236.62)	195,453.71	190,508.88	(4,944.83)
TOTAL OPERATING EXPENSES	67,282.05	83,841.22	16,559.17	798,835.32	742,313.60	(56,521.72)
NET OPERATING INCOME	92,519.95	67,583.65	24,936.30	477,202.39	557,630.23	(80,427.84)
NON-OPERATING EXPENSES						
Depreciation	9,217.81	0.00	(9,217.81)	82,960.29	0.00	(82,960.29)
Cap Ex-Appliances	0.00	672.50	672.50	10,205.26	6,052.50	(4,152.76)
Cap Ex-Unit Flooring	10,804.07	2,916.67	(7,887.40)	40,904.07	26,250.03	(14,654.04)
Cap Ex-Plumbina	0.00	483.75	483.75	3,260.31	4,353.75	1,093.44
Cap Ex-HVAC	850.76	466.92	(383.84)	6,509.06	4,202.28	(2,306.78)
Cap Ex-Upgrades-Furniture/Fixtures	0.00	0.00	0.00	2,573.47	0.00	(2,573.47)
Cap Ex-Upgrades-Building	0.00	0.00	0.00	412,387.99	0.00	(412,387.99)
Mortgage Interest-1st	15,162.56	13,719.43	(1,443.13)	135,169.69	134,864.30	(305.39)
Interest - Other	105.11	0.00	(105.11)	2,648.01	0.00	(2,648.01)
Total Non-Operating Expenses	36,140.31	18,259.27	(17,881.04)	696,618.15	175,722.86	(520,895.29)
NET INCOME	56,379.64	49,324.38	7,055.26	(219,415.76)	381,907.37	(601,323.13)
CASH FLOW ITEMS						
Principal Pmts-1st Mortga	9,331.66	9,333.92	2.26	72,533.69	72,645.85	112.16
Principal Pmts-2nd Mortga	0.00	25,000.00	25,000.00	0.00	175,000.00	175,000.00
Depreciation	(9,217.81)	0.00	9,217.81	(82,960.29)	0.00	82,960.29
TOTAL CASH FLOW ITEMS	113.85	34,333.92	34,220.07	(10,426.60)	247,645.85	258,072.45
Net Income after Cap Ex and DS	56,265.79	14,990.46	41,275.33	(208,989.16)	134,261.52	(343,250.68)

April 2023
Main Street America Program
Administered by the Downtown Johnson City Foundation, Inc. 501 (c) 3

New Newsletter Launch

The Spring Edition of the Downtown Johnson City Newsletter launched on April 6th. It has increased our interaction with the electronic letter by 30% and increased our website traffic to 300 visits per day on Easter weekend. Because of Ms. Leonard's social media efforts, our marketing presence has increased to over 150 site visits per day. We plan to release frequent editions of the newsletter- the next edition is planned for June.

May the 4th Be With You Sip and Stroll

The Foundation will be hosting a May the 4th Sip & Stroll event from 5pm to 8pm. Administrative Coordinator, Sydni Leonard, has orchestrated the Sip and Stroll event for the upcoming May 4th event. Thanks to her efforts and door to door visits with merchants, there are 26 participating downtown partners for this event. Partners can be identified in Downtown by an exclusive poster print posted in their windows. Staff has made efforts to promote the event across Downtown through physical posters, social media posts, and incentivizing purchases/promotions with a selfie giveaway. Please visit the following link for additional information and to purchase tickets: <https://www.downtownjc.com/sip>

Fridays After Five

The Downtown Johnson City Foundation, Inc (the non-profit organization of the JCDA), The City of Johnson City, and The Chamber of Commerce Young Professionals have spent the last month collaborating to support the successful Fridays After Five program. The event will feature six events from June 9 to July 14 in King Commons. Downtown Johnson City Foundation Chairman, Tracy Johnson, has secured numerous sponsors for the event, as of today \$18,000. Staff will continue to contact additional sponsors during April. City of Johnson City Special Events Manager, Lindsey Jones, is coordinating entertainment for the six evenings. McKenzie Templeton, Chamber of Commerce Director of Young Professional Development, is spearheading logistics, permitting, and YP volunteer engagement for the ABC qualified beer and beverage service and has agreed to be present at each event. Daniel McIntosh has established accounting and financial protocols and worked with everyone to confirm a reasonable budget based upon previous year expenditures. JCDA is continuing to manage financial matters, band contracts, and maintain the communication/information clearinghouse and file sharing across groups, in collaboration with the Downtown Johnson City Foundation, Inc. and JCDA board membership. JCDA also will be lending Square reader registers, various resources, and equipment for the event. Marketing collateral and graphics have been revised and created by Sydni Leonard and can be shared across all three organization's social media platforms. We will keep everyone updated.