



**TOWN OF SMYRNA
SISTER CITY COMMITTEE
AGENDA
April 7, 2026
Town Hall
5:30 PM**



1. Public Comment

Note: The Town's Public Comment Period shall be reserved for those citizens that have signed up to address the Town Council, or a Board or Committee, at least twenty-four (24) hours in advance of the meeting, pursuant to the Town's Public Comment Policy as outlined above.

2. Call to Order

3. Approval or Correction of Minutes

March 3, 2026 Draft Minutes

- a. March 3, 2026 Draft Minutes

4. Financial Status

- a. March Statement 2026

5. Zama Communications

- a. Zoom Meeting Review March 9th

6. Unfinished Business

- a. Chili Supper Review
- b. Follow up on previous student application

7. New Business

- a. New Applicant
- b. Committee Member Updates

8. Other

9. Adjournment

Sister City Committee
Minutes of Meeting
March 3rd, 2026

Public Comment

The Town's Public Comment Period shall be reserved for those citizens that have signed up to address a Board or Committee, at least twenty-four (24) hours in advance of the meeting, pursuant to the Town's Public Comment Policy. Speakers are limited to three (3) minutes. Additional comments may be submitted in writing.

1. Call the Meeting to Order

Marc called the meeting to order at 5:32p.m. The following were present:

Marc Michaelson
Shelby Sallee
Fran Dunne
Bobbie Ibarra
Amy Wise
Gregory Creasey
Melody Villalobos

Not Present:

Gerry Short
Natalie Schuette

2. Approval of Feb. 3rd, 2026 Minutes

Fran made a motion to approve the minutes as written. The motion was seconded by Bobbie and passed unanimously.

3. Financial Status

- The monthly reconciliation for February '26 was reviewed with a balance of \$88,513.26

5. Zama Communications

- Marc discussed with the committee about the zoom meeting review; Fran mentioned she felt that it was disorganized on Zamas' end. The Committee agreed this would be a good thing to have in the fall when they come back from a trip.
- Marc discussed with the committee that there will be a zoom meeting with Zama on March 9th time to be determined.

6. Unfinished Business

- a. Chili Supper: The committee discussed the upcoming chili supper with which students haven't picked up tickets yet; Fran discussed cutting back on how much chili is prepared. The committee discussed what obligations they will have with tickets/ sponsors. Shelby discussed what jobs each student will be doing during the event. Amy will be reaching out to Keisha to get paper products from Town Hall. Fran discussed the committee getting ahead of fundraisers so that there isn't much daily. The committee discussed potential opportunities to improve fundraising moving forward. Melody read an email that was sent discussing the chili supper.
- b. The committee discussed waiting for the World's Greatest chocolate fundraiser until the fall.
- c. Follow up on student application: Amy discussed with the committee that she has not followed up with the new application; she will be following up with the student in the next few weeks.
- d. Monthly Newsletter: Shelby discussed with the committee the monthly newsletter and if any changes needed to be made. Shelby will send this out soon.

7. New Business

- a. The committee discussed trying to recruit students and what marketing to do.
- b. Shelby discussed an upcoming student application that might be coming in

8. Other

- Next meeting will be held on April 7th

9. Adjournment

With no further business before the committee, a motion was made to adjourn by Fran and seconded by Bobbie at 6:36p.m.

Mar-26

Smyrna Sister City

Reconciliation Detail

Period Ending 3/31/2026

FEB Statement Balance	2/28/2026	\$ 88,513.26
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Interest Allocation	\$ 156.05
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Beginning Balance	3/1/2026	\$ 88,669.31
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Transaction Detail

Name	Date	Type	Note	GL Account	Amount
Interest	3/31/2026	Deposit	Interest Allocation	601-36100	TBD
Sponsorships	3/17/2026	Deposit	Randy Allen	601-30010	\$250.00
Sponsorships	3/17/2026	Deposit	Taylor Farms	601-30010	\$250.00
Sponsorships	3/17/2026	Deposit	Fast & Fresh Vending - Chili Supper Sponsor	601-30010	\$100.00
Sister City Fundraising	3/4/2026	Deposit	Dottie Perry Sims Smyrna Sister City	601-30011	\$100.00
Sister City Fundraising	3/4/2026	Deposit	Rick & Amy Wise SCAF - Sister City Chili Supper Sponsorship	601-30011	\$100.00
Sister City Fundraising	3/4/2026	Deposit	Frances W Dunne Smyrna Sister City Hannah M.	601-30011	\$100.00
Sister City Fundraising	3/5/2026	Deposit	Mary Esther & Britt Reed SCAF - Sister City Chili Supper	601-30011	\$100.00
Sister City Fundraising	3/6/2026	Deposit	Racquel Peebles SCAF - Chili Supper Sponsor Jordan Bryson	601-30011	\$100.00
Sister City Fundraising	3/6/2026	Deposit	Fox-Lox, Llc SCAF - Sister City Donation Bryson Jordan	601-30011	\$100.00
Sister City Fundraising	3/6/2026	Deposit	Accents With Love Florist SCAF - Sister City 8 Ticket Donation - Chili Sup	601-30011	\$250.00
Sister City Fundraising	3/6/2026	Deposit	Marcum G Adkins Sister City - Bronze Sponsor/Chili Supper Bryson	601-30011	\$100.00
Sister City Fundraising	3/6/2026	Deposit	Jerome & Teresa Dempsey Bryson Jordan Smyrna Sister City - Chili Supper	601-30011	\$100.00
Sister City Fundraising	3/9/2026	Deposit	Gilbert & Annette Olerud SCAF - Sister City Chili Sponsor	601-30011	\$100.00
Sister City Fundraising	3/10/2026	Deposit	Dow Smith Contracting Company Inc SCAF Sister City Bryson Jordan Dow Smith Contr	601-30011	\$250.00
Sister City Fundraising	3/12/2026	Deposit	Jason Surratt SCAF - Sister City Spag. Dinner Morgan	601-30011	\$300.00
Sister City Fundraising	3/16/2026	Deposit	Gerry Short	601-30011	\$1,060.00
Sister City Fundraising	3/16/2026	Deposit	Madeline Green	601-30011	\$315.00
Sister City Fundraising	3/16/2026	Deposit	Cohen Mann	601-30011	\$150.00
Sister City Fundraising	3/16/2026	Deposit	Bryson Jordan	601-30011	\$180.00
Sister City Fundraising	3/16/2026	Deposit	Fineis	601-30011	\$40.00
Sister City Fundraising	3/16/2026	Deposit	Fran Dunne	601-30011	\$120.00
Sister City Fundraising	3/17/2026	Deposit	Sister City - Sales At Door Sales at Door	601-30011	\$970.00
Sister City Fundraising	3/17/2026	Deposit	Sister City Auction Auction	601-30011	\$80.00
Sister City Fundraising	3/17/2026	Deposit	Jael Intriago Sister City	601-30011	\$70.00
Sister City Fundraising	3/26/2026	Deposit	Stewarts Creek High School CHILI SUPPER SPONSORSHIP - GRACIE WAYNE	601-30011	\$250.00
Sister City Fundraising	3/26/2026	Deposit	Stewarts Creek High School CHILI SUPPER SPONSORSHIP - GRACIE WAYNE	601-30011	\$100.00
Reimbursement	3/10/2026	Withdrawal	CK 251565 Amy Wise - Reimburse for Pizza for Zama Zoom Call party	601-44003-320	(\$130.19)
Reimbursement	3/26/2026	Withdrawal	CK 251821 Fran Dunne - Reimburse for Chili Supper Fundraiser	601-44003-285	(\$539.42)

\$ 4,965.39

Ending Balance	3/31/2026	\$ 93,634.70
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Town of Smyrna Sister City Committee
Zama, Japan Student Exchange
Student Application



Date: 9/27/25

Please complete using black ink

Student Name: Allie Wayne

Gender: Female Student DOB: 04-15-2013

Address: 2408 Trevor Trail

City: Murfreesboro State: Tennessee Zip Code: 37128

Home phone: N/A Student Email: awaynes157@student.vcschools.net

Student cell phone: 615-995-4073 Grade: 7th School: Stewarts Creek Middle

Preferred Method of Contact: Text Email Home Phone Cell Phone

Facebook Name or Social Media Account Names: None

alliewayne99@gmail.com

Please tell us about everyone living inside your home:

Name each adult family member address home phone cell phone email address
(Please circle preferred contact number for each member of the family)

Father:

Stephen Wayne N/A 615-785-3086 3128shaylin@gmail.com

Mother:

Lindsay Wayne N/A 615-785-0447

Other (i.e.-step-parent, grandparent, etc.):

Other (i.e.-step-parent, grandparent, etc.):

Name each child in the family	age	gender	grade	school
<u>Gracie Wayne</u>	<u>15</u>	<u>female</u>	<u>10</u>	<u>Stewarts Creek High</u>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

How did you hear about the Sister City Student Exchange Program (i.e. - website, school, social media, former student, etc.)? My Sister, Gracie Wayne was in the program and went to Japan.

Do you have a passport? yes If yes, please provide color copy with application.

What are your main interests and favorite subjects in school? Tennis, design, Math and history.

Do you have a job or are you involved with a team sport? If so, will either of these affect your ability to participate in fundraising events, attend group orientations, travel to Zama, or host a student? The program requires 75% participation in all fundraising activities. I am involved in cheer and tennis. I may miss some meetings, but will attend everything possible outside of sports.

Please list activities in which your family engages (i.e. recreational, social, cultural, musical, religious) Church (fit team, bible study), athletics, and traveling.

What hobbies or activities do you enjoy doing in your spare time? I enjoy shopping, tennis, reading my bible, and watching TV.

Do you have any allergies to food, pets, medicines or plants? If so, what? I am allergic to cats.

Do you require any special medication, medical treatment or foods? NIA

Have you ever traveled outside the United States? If so, where? Ireland, Scotland, Wales, England, Mexico, a bunch of islands in South America.

Have you ever been away from your family for any length of time? If so, where did you go and how long were you away? If so, did you experience any problems when you were away from your family?

Church camp for five days, and I had no problems.

Is transportation available during the day for you and your guest student when they arrive? yes.

List pets you have in your home: 2 dogs (1 golden retriever named Beckham, and 1 yorkie named cash)

Does anyone smoke inside the home? Yes No

Is WIFI available in your home? Yes No

Would guest student share a room? Yes No If so, with whom? _____

The giving of gifts to family is an important part of the Japanese culture. Would providing small gifts for your student and their family be an acceptable practice within your family? yes

Have any adult members of your household ever been charged or convicted of a felony? Yes No

Have any adult members of your household ever been charged of a crime against another person?
 Yes No If you answered yes on either of the two questions above, please provide a statement of the circumstances on a separate sheet of paper with your application. *All adult members of the household will be required to submit to a background check.*

Complete the following sentences:

I consider myself to be outgoing, athletic, fun, happy/positive personality,
a christian, and talkative.

Other people would say I'm a good friend, caring, a christian, outgoing,
type-A personality, and a detailed person.

Please attach the following with this application:

1. A handwritten self-introduction. This will be provided to Zama, should you be selected to participate. Include your likes and dislikes, information about your family and yourself.
2. A recent formal or school headshot of yourself, which will be sent to Zama, Japan with your application. Preferably a wallet or 2x3 size print.
3. Two letters of recommendation from non-family members and one letter of recommendation from an affiliate with your school (i.e.-teacher, principal, guidance counselor, etc.).
4. Official attendance record from your current school.

*Deliver, email or mail: Attention: Lisa Winters
Town of Smyrna
315 South Lowry Street
Smyrna, TN 37167
Email: Lisa.Winters@townofsmymrna.org
Phone: 615-459-2553 Ext. 2212

Allie Washe
Student signature

9-27-25
Date

[Signature]
Parent/Guardian signature

9-27-25
Date

Parent/Guardian signature

9-27-25
Date

Hi, My name is Allie Wayne, I am 13 years old, and I am in 7th grade. I am involved in a lot inside and outside of school for example, Student Council, Beta Club, I am the leader of FCA, I play tennis, my cheer season just ended and I am not doing it anymore, and I serve at church almost every Sunday. Me and my family are super close, I have one sister she is 16 years old, and her name is Gracie Wayne, and she is in this program and she went to Zambia last year and loved it. My mom's name is Lindsay Wayne and my dad's name is Stephen Wayne, lastly, I have two dogs, Beckham and Cash, Beckham is a Golden Retriever, and Cash is a Yorkie. My family is super supportive of everything I do and that is something I am very grateful for. My number one priority is God and being in His word everyday. I love traveling and exploring and learning new things. Me and my family travel almost every week we get. I love shopping and walking around new places. I am definitely an extrovert where ever I go, I love talking to new people, starting conversations, and making new friends. I definitely have a Type A Personality, I am allergic to cats sadly, because I love animals. I love trying new foods especially sea food and new experiences, and seeing the culture every where. I love reading it is one of my favorite things to do. The books I like to read are romance and mystery books. Reading to me takes me to a whole different universe where I can just imagine and be relaxed. I love taking pictures and creating memories with people. Overall, I would be greatly honored to be invited into this amazing exchange program and experience different things from across the world.

Sincerely, Allie Wayne

Allen Kessinger
Stewarts Creek Middle School
400 Red Hawk Blvd
Smyrna. TN 37167

January 7, 2026

To Whom it May Concern:

It is with great honor that I present to you this letter of recommendation on behalf of Ms. Allie Wayne for your consideration for her inclusion in the Sister City Student Leadership Team. I have known Ms. Wayne and her family for over a decade and have enjoyed the privilege of being one of her trusted teacher mentors for the past two. As such, I can personally attest to her leadership capacity, impeccable character, and un-bridled enthusiasm for her community.

As member of the student council, the cheer team and a student, Ms. Wayne has displayed uncommon leadership attitudes and attributes separating her apart from her peers. Along with her impeccable work ethic and positive attitude, Alley also demonstrates a talent for team building, addressing challenges head-on with a congenial personality that facilitates cooperation and problem-solving within a group setting. Additionally, she is motivated and prepared for this task as her sister, Gracie, was given the privilege and honor last year, provoking excitement and curiosity with Allie.

In short: Ms. Allie's leadership attitude and attributes coupled with her unwavering commitment to goal setting and achievement make her an asset to any organization or team. I am proud to know her and even more proud that she is seeking selection to participate in this endeavor, which alone is a key indicator of her character.

Sincerely,



Allen Kessinger
Teacher
US History
Stewarts Creek Middle School



Stewarts Creek Middle School

400 Red Hawk Parkway, Smyrna Tennessee 37167 Phone: 615.904.6700 Fax: 615.904.6701

Letoni R. Murry
Principal

November 4, 2025

Dear Members of the Selection Committee,

It is with great pleasure that I write this letter of recommendation for Allie Wayne for selection in the Smyrna Sister City Exchange Program. As a modeled and excellent student, Allie has consistently demonstrated the qualities of leadership, commitment, and a genuine passion for community service that align perfectly with the objectives of this program.

Allie has been actively involved in the Student Council and Beta Club, contributing to its various service initiatives with enthusiasm and dedication. Her participation in the Yearbook staff allowed her to channel her creativity and attention to detail, ensuring that our yearbook was a memorable and well-organized reflection of our school year. Allie also participates in Cheerleading and Tennis teams, where she demonstrated her ability to motivate and unify a team, both on and off the field. Her commitment to excellence and her supportive nature made her a natural leader and a role model for her teammates.

Furthermore, Allie's involvement with the Fellowship of Christian Athletes (FCA) and her active participation in her church community underscore her dedication to serving others and her strong moral character.

Allie's multifaceted involvement in these activities illustrates her exceptional organizational skills, and her unwavering commitment to making a positive impact on her community. She is a student who excels academically and contributes meaningfully to every endeavor she undertakes.

I am confident that Allie Wayne will be an outstanding representative for the Smyrna Sister City Exchange Program.

Sincerely,

Letoni Murry

Principal

Stewarts Creek Middle School

“Soaring To Excellence”



SIXTEENTH JUDICIAL DISTRICT

CIRCUIT COURT

DIVISION II

RUTHERFORD & CANNON COUNTIES

JAMES A. TURNER
Circuit Judge
TERRI RIEDLEY
Judicial Assistant

Rutherford County Judicial Center
116 West Lytle Street, Suite 6120
Murfreesboro, Tennessee 37130
(615) 898-8001 FAX (615) 713-3489
E-MAIL jturner@rutherfordcountyttn.gov

December 23, 2025

Lisa Winters
Town of Smyrna Sister City Program
315 South Lowry Street
Smyrna, TN 37167

**RE: Allie Wayne
Smyrna Sister City Program**

Please accept this letter as my support and recommendation for Ms. Allie Wayne to participate in the Town of Smyrna's Sister City Program. Allie is a thoughtful, dependable and engaged young lady. She consistently demonstrates curiosity about other cultures and a genuine interest in community involvement.

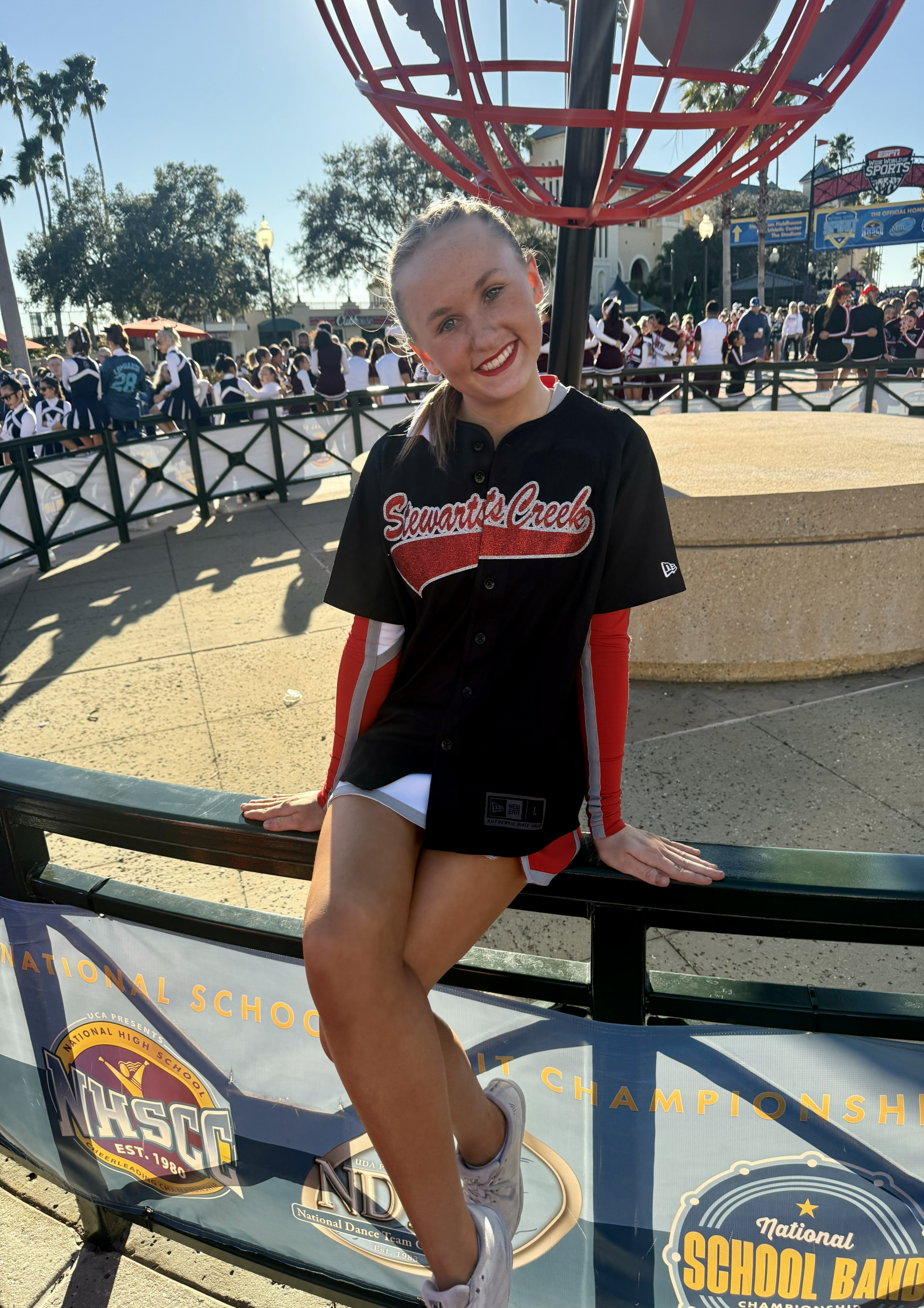
I have known Allie and her family for many years. I have seen her in different settings, and she is always steadfast in her character. I am confident that she will represent the Town of Smyrna and Rutherford County well as an ambassador in this program.

Should you have any questions, please do not hesitate to contact me.

Sincerely,

James A. Turner

cc: Mary Esther Reed, Mayor, Town of Smyrna



Stewart's Creek

NEW ERA

NEW ERA AUTHENTIC BUILT 2000

NATIONAL SCHOOL

UCA PRESENTS
NATIONAL HIGH SCHOOL
NHSAA
EST. 1980
CHEERLEADING CHAMPIONSHIP

UDA P...
ND
National Dance Team C...
Est. 1983

CHAMPIONSHIP

National
SCHOOL BAND
CHAMPIONSHIP