



**NORRIS CITY COUNCIL  
REGULAR MEETING  
April 8, 2024 – 6:00 p.m.**

Agenda

- I. Call to Order**
- II. Agenda Approval**
- III. Hear the Public**
- IV. Minutes/Notes**
  - a. Consideration of Approving March 11, 2024 Regular Meeting Minutes
  - b. Consideration of Approving March 11, 2024 Public Hearing Minutes
- V. Old Business**
  - a. Update on Safe Routes to Schools Project
  - b. Update on SIA Sawmill Road Project
  - c. Update on Facilities Condition
    - i. Setting a Facilities Meeting
  - d. Capital Outlay Note – Utility
  - e. Discussion on Storm Sewer System
    - i. Fee Structure
    - ii. Budget
  - f. Consideration of Second Reading of Ordinance #673, entitled, “An Ordinance of the City of Norris, Tennessee, Amending the Annual Budget for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024”
- VI. New Business**
  - a. Consideration of Awarding Bid and Approving Resolution #6-2024, entitled, “A Resolution Approving an Agreement Between the City of Norris and Chris Frith for Sound Services of Norris Little Theatre 75<sup>th</sup> Anniversary Theater Production”
  - b. Consideration of First Reading of Ordinance #674, entitled, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 1, WATERSHED DEPARTMENT TO ORGANIZE QUORUM AND ANNUAL REPORT”
  - c. Consideration of First Reading of Ordinance #675, entitled, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 5, ANIMAL SHELTER COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT”
  - d. Consideration of First Reading of Ordinance #676, entitled, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 3, NORRIS ARCHIVES TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT”
  - e. Consideration of First Reading of Ordinance #677, entitled, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 2, COMMUNITY DEVELOPMENT BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT”
  - f. Consideration of First Reading of Ordinance #678, entitled, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 7, NORRIS LITTLE THEATRE BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT”
  - g. Consideration of First Reading of Ordinance #679, entitled, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 1, RECREATION COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT”

- h. Consideration of First Reading of Ordinance #680, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 3, TREE COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"
- i. Consideration of First Reading of Ordinance #681, entitled, "An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Building Code"
- j. Consideration of First Reading of Ordinance #682, entitled, "An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Plumbing Code"
- k. Consideration of First Reading of Ordinance #683, entitled, "An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Residential Code"
- l. Consideration of First Reading of Ordinance #684, entitled, "An Ordinance to Amend the Norris Municipal Code to Adopt the Most Recent Edition of the International Mechanical Code"
- m. Consideration of First Reading of Ordinance #685, entitled, "An Ordinance to Amend the Norris Municipal Code to Adopt the 2018 Edition of the International Energy Conservation Code"
- n. Consideration of Resolution #8-2024, entitled, "A Resolution Approving the Norris Parks and Recreation Master Plan."
- o. Consideration of Resolution #7-2024, entitled, "A Resolution Approving an Agreement Between the City of Norris and Cannon & Cannon Inc for Engineering Services of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project"
- p. Consideration of the First Reading of Ordinance #686, entitled, "An Ordinance of the City of Norris, Tennessee, to Amend Title 17, Refuse and Trash Disposal, Chapter 1: Refuse, Section 17-107, Refuse Collection Fees"
- q. Consideration of Installing a Fence at Oak Road Park
- r. Consideration of Mayoral Appointments to Boards and Commissions

**VII. Department Reports**

- a. City Manager
- b. Police
- c. Fire
- d. Water & Sewer
- e. Public Works
- f. Parks & Recreation

**VIII. Bills Payable**

**IX. Minutes and Reports**

- a. Recreation Commission
- b. Watershed Board
- c. Tree Commission
- d. Animal Shelter Commission
- e. Community Development Board
- f. Little Theatre
- g. Planning/BZA
- h. Archives Board

**X. Adjourn**

**Norris City Council  
Regular Meeting**

**March 11, 2024  
6:00 p.m.**

**Minutes**

The regular meeting of the City Council of Norris Tennessee convened March 11, 2024 at 6:00 pm.

The following Councilmembers were present: Bill Grieve, Will Grinder, Mayor Chris Mitchell, Chuck Nicholson and Loretta Painter.

Also, present were Charles Adam Ledford, City Manager, Sandy Johnson, City Recorder and representatives of the press from Courier News and the Norris Bulletin.

Meeting was called to order by Mayor Mitchell.

**APPROVAL OF AGENDA**

Councilmember Painter suggested the city manager review the boards and commissions ordinances and update them so they have the same flow and report back to council in April with an overview of the progress. Councilmember Grieve moved to approve the agenda and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

**HEAR FROM THE PUBLIC**

Al Fletcher, resident, spoke in regards to having a memorial for Barbara Fletcher and Adam Ledford suggested he come meet with him and discuss his ideas.

Larry Beeman, 75<sup>th</sup> Anniversary Committee Chair, gave a reminder of several upcoming dates and activities as follows:

- April 7<sup>th</sup> is the 75<sup>th</sup> Anniversary of the City of Norris and there will be a proclamation read and a tree planting ceremony at 2:00 p.m. on the Commons
- April 8<sup>th</sup> the Norris Post Office will provide a stamp that recognizes Norris' 75<sup>th</sup> Birthday and you can bring a blank envelope or piece of paper and get the stamp on it.
- April 12<sup>th</sup> -14<sup>th</sup> will be the Little Theatre play "Where I Belong" at the Museum of Appalachia, tickets are now on sale
- May 18<sup>th</sup> at 4:00 p.m. will be the official birthday celebration and a community photo will be taken near the pavilion
- June 20<sup>th</sup> - Learn the history of our town during the Norris Historical Bus tour beginning at the Norris Dam Visitors Center, and travelling through the watershed and meanders along the streets of the original Norris cottages and buildings.
- Coming soon is the 75<sup>th</sup> Anniversary Commemorative book, this will be a hardback book and filled with photos and will focus on the significant role volunteers play in continuing the living history of Norris.

Mayor Mitchell reported the Recreation Commission will meet March 19, 2024 at 7:00 p.m. and encouraged everyone to review the master plan and give comments and feedback to Bailey. The goal is that we will see it at our next council meeting for approval of the application for a grant.

**MINUTES**

**APPROVAL OF THE FEBRUARY 12, 2024 REGULAR MEETING MINUTES**

Councilmember Nicholson moved to approve once a few suggested changes were made, Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

**OLD BUSINESS**

### **SAFE ROUTES TO SCHOOL**

Mr. Ledford reported he has requested updated estimates on both this topic and SIA Sawmill Road Project. He stated Bailey reached out to the engineer firms and talked with them and they are in the process of developing the estimates and an update will be provided at the next council meeting.

### **SIA SAWMILL ROAD PROJECT**

Mr. Ledford reported he has been notified that this project has been reassigned and he attempted to reach out to them.

### **Update on Facilities Condition – Setting a Facilities Meeting**

Mr. Ledford reported an inspection has been completed and he has provided a copy of that report to Kerry Hevel, Public Works Director, for his review but they have not had time to discuss it together. Mayor Mitchell asked Mr. Ledford to come back with recommendations and what you propose to address at the next council meeting.

### **Capital Outlay Note**

Mayor Mitchell stated he wants to leave this on the agenda until it is needed.

### **Discussion on Storm Sewer System**

#### **Consideration of Second Reading of Ordinance #672, entitled, “An Ordinance of the City of Norris, Tennessee, Establishing a Stormwater Utility and Fee Structure”**

Mayor Mitchell stated we had a public hearing earlier and this ordinance does not have the fee structure or organization chart. Councilmember Nicholson was opposed to section 16-209 because it does establish a flat fee for all residents and he asked if council was ready to approve a flat rate for all residents. Several Councilmembers responded yes, they are ready to move forward and vote. Mayor Mitchell gave Councilmember Nicholson more time to revise the verbiage and they would come back to this item later on in the agenda process. Councilmember Nicholson agreed and was given more time to examine his decision and he eventually moved to approve the ordinance with a proposed amendment which failed due to lack of a second. Councilmember Grinder made a motion to amend the ordinance by eliminating section 16-203 (6) of the ordinance and Mayor Mitchell seconded. The motion passed 4-1 by voice vote with Councilmembers Grieve, Grinder, Painter and Mayor Mitchell voting “Aye.” Councilmember Nicholson abstained.

### **Discussion and Consideration related to City of Norris Online Presence**

Councilmember Nicholson stated after the last council meeting, he had forward to council several nearby entities using Facebook and would like to hear their thoughts on those entities.

Councilmember Grinder stated he uses Facebook and looked at Oak Ridge and Clinton's pages and stated they seem to use theirs for general information, but doesn't appear to have any negative aspects. He believes it could be part of the communication plan.

Councilmember Painter stated she looked at the population of those cities and we are much smaller than those other cities who have Facebook. She stated she is interested in having a workshop to fully discuss this topic. Councilmember Painter stated she is concerned about people being able to make negative comments and the amount of time staff would spend trying to keep up with and monitor, and what are we willing to take off of what they are currently doing. Councilmember Painter feels our web page should be monitored more often and updated more often. She stated she is interested in hearing more information and would like to have a workshop to discuss potential methods of online city communications with the public.

Councilmember Grieve agrees with Councilmember Painter. He questioned who in the office currently has time to monitor a Facebook page.

Councilmember Grinder stated a comprehensive plan from Adam would be very helpful

Mayor Mitchell stated we are currently in a dilemma right now because we currently have organizations who have Facebook, Tree Commission, Recreation Commission and Little Theatre to name a few. He



stated if we are going to have social media, we need a policy that is consistent. Mayor Mitchell stated we need to have a purpose and a goal. Councilmember Painter stated no one knows who has control or clear guidance on the Little Theatre page. Mayor Mitchell asked how do we manage comments.

Councilmember Painter made a motion to schedule a meeting on Monday, April 29, 2024 at 6:00 p.m. and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

### **NEW BUSINESS**

#### **Consideration of Confirming Mayoral Appoints to City Boards, Commissions, and Committees**

Mayor Mitchell moved to nominate Kim Hill to the Recreation Commission; Don Barger to the Watershed Board; and Al Lesar to the Community Development Board and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

#### **Consideration of Approving Watershed Timber Sale**

Councilmember Grieve moved to approve the bid and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

#### **Consideration of Awarding Bid and Approving Resolution #1-2024, entitled, "A Resolution Approving an Agreement Between the City of Norris and Elizabeth H. Cochran for Stage Manager of Norris Little Theatre 75<sup>th</sup> Anniversary Theater Production"**

Councilmember Grinder moved to approve the bid and resolution and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

**Discussion and Consideration of Utility Tree Safety** – Council had a brief discussion regarding tree safety and the need for guidelines regarding planting trees anywhere within the city where roots could potentially impact underground utilities. It was suggested where possible when planting trees to keep a 10 foot barrier from the underground buried utilities.

#### **Consideration of Resolution #2-2024, entitled, "A Resolution Authorizing the Mayor and City Manager to Submit an Application for the Norris Area Community Foundation 2024 Grant."**

Councilmember Grinder moved to approve the resolution and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

#### **Consideration of Resolution #3-2024, entitled, "A Resolution Authorizing the City Manager to Establish a Policy with the Clinton Utilities Board to Require the City's Approval Prior to Utility Service Activation."**

Councilmember Painter moved to approve the bid and Councilmember Grinder seconded. After a brief discussion, Councilmember Painter amended the resolution to read as follows: *"A Resolution Authorizing the City Manager to Establish a Policy with the Clinton Utilities Board to Require the City's Approval Prior to Providing Utility Service Activation"* and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye." The amended original resolution was approved unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

#### **Consideration of First Reading of Ordinance #673, entitled, "An Ordinance of the City of Norris, Tennessee, Amending the Annual Budget for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024"**

Councilmember Nicholson moved to approve the resolution and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye." Councilmember Grinder moved to schedule a public hearing on Monday, April 8, 2024 at 5:00 p.m. and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

**Consideration of Resolution #4-2024, entitled, “A Resolution Approving an Agreement Between the City of Norris and Community Development Partners, LLC for Administrative Consulting Assistance of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project”**

Councilmember Grinder moved to approve the resolution and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

**DEPARTMENT AND COMMISSIONS REPORTS**

**CITY MANAGER’S REPORT** – A copy of the report as presented is attached as “Exhibit A”

**POLICE DEPARTMENT** – A copy of the report as presented is attached as “Exhibit B”

**FIRE DEPARTMENT** – A copy of the report as presented is attached as “Exhibit C”

**NORRIS WATER COMMISSION (NWC)** – A copy of the report as presented is attached as “Exhibit D”

**PUBLIC WORKS** - A copy of the report as presented is attached as “Exhibit E”

**BILLS PAYABLE** – No report.

**MINUTES AND REPORTS (BOARDS AND COMMISSIONS)**

**WATERSHED BOARD** – Joe Feeman reported they plan to have a control burn at the wildlife openings and forest burn with UT on board. He also reported the timber sale is now under contract and will begin soon.

**TREE COMMISSION** – Joe Feeman reported the school board will purchase replacement trees for the Norris Middle School driveway area.

**ANIMAL SHELTER COMMISSION** – No report.

**COMMUNITY DEVELOPMENT** – No report.

**LITTLE THEATRE** – May Boardman reported practice for the 75<sup>th</sup> Anniversary play continues and they are pleased to have Liz on board.

**PLANNING/BZA** – Joe Feeman reported they plan to have both boards meet at the same time.

**ARCHIVES** – Joe Feeman reported they received donations of pottery made by Ernie Wilson.

**ADJOURNMENT**

Councilmember Grieve moved to adjourn at 7:58 p.m. and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

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Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**

April 8, 2024

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Chris Mitchell, Mayor

**Norris City Council  
Public Hearing**

**March 11, 2024  
5:00 p.m.**

**Minutes**

The public hearing of the City Council of Norris Tennessee convened March 11, 2024, at 5:00 pm.

The following council members were present: Bill Grieve Will Grinder, Loretta Painter and Mayor Chris Mitchell. Chuck Nicholson was absent.

Also, present were Charles Adam Ledford, City Manager, and Sandy Johnson, City Recorder, representatives of the press from Clinton Courier and Norris Bulletin.

Meeting was called to order by Mayor Mitchell.

**PUBLIC HEARINGS WERE HELD ON THE FOLLOWING ORDINANCES:**

**Ordinance #672, entitled, “An Ordinance of the City of Norris, Tennessee, Establishing a Stormwater Utility.”**

Mr. Whited Ledford gave a brief overview of the ordinance.

There was seven (7) members of the public.

Several residents spoke in regards to stormwater including: Joseph Fink, Al Fletcher and Geroge Miceli.

The public hearing was closed and meeting adjourned at 5:25 p.m.

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Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**

April 8, 2024

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Chris Mitchell, Mayor

# Memo

**To:** City Council  
**From:** Bailey Whited, Assistant City Manager  
**Date:** April 8, 2024  
**Re:** Safe Routes to School Project

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Dear City Council Members,

I am writing to provide further details regarding the Safe Routes to School (SRTS) project, as outlined in the materials included in the packet. Below is a summary of the current status of the project and descriptions of the attachments for your reference.

## **Project Status Overview:**

As of now, the project is still undergoing the NEPA (Environmental) reevaluation process. The reevaluation was submitted in September of last year with an expected return time of approximately 6 months. Additionally, I have been coordinating the extension with TDOT, and although the deadline has passed, we have been assured that we will still receive the extension.

## **Attachment Descriptions:**

- 1. SRTS – Design Dwgs (5.22.19):**  
These are the current construction design plans reflecting project evolutions after the award. Highlights include replacing the sidewalk in front of the middle school, extending a sidewalk to the rear of the McNeely Building, restriping existing crosswalks, creating a new crosswalk, and installing a total of 18 signs (including two flashing) in the downtown corridor. It is expected that the work will damage the roots of the existing trees.
- 2. SRTS – Approved Grant Amounts:**  
This exhibit from the original contract details the breakdown of awarded grant funds. While the project description on this document is different than the current scope, the award amount remains unchanged, and no additional funds are available. We have received \$10,978.00 of the grant dollars to date, allocated for engineering purposes.
- 3. SRTS Cost Estimate 03.2024:**  
This document presents the most recent cost estimate for the project, reflecting a significant increase from the previous estimate of \$120,288. The current estimate of \$206,030 exceeds the approved grant amount by \$66,546 for construction costs. Anticipated cost increases between now and the bidding date may further increase this number by \$20,000-40,000.

**Conclusion and Considerations:**

Moving forward with the project will require spending from the general fund balance, deviating from the original intent of a "free" grant. While something must be done in relation to address the sidewalk, it is a matter of how we wish to go about fixing it.

**Options for Consideration:**

- Proceeding with the full grant project would entail a complete sidewalk rebuild, potentially costing the city between \$60,000 and \$100,000 from the general fund balance. Additional expenses related to updating the bid document and/or removing the damaged trees may also arise.
- Alternatively, we could repay the \$10,978 already received from the state and transition to addressing the most critical issues such as installing flashing school zone signs and improving sidewalk safety in-house. We estimate this alternative to cost between \$23,000-28,000.

In conclusion, I encourage you to carefully consider the financial implications and the issues we are aiming to address as you evaluate the options regarding the Safe Routes to School project.

Thank you,

Bailey Whited  
Assistant City Manager

# SAFE ROUTES TO SCHOOL APPLICATION CITY OF NORRIS

## ANDERSON COUNTY, TENNESSEE

### SCHEDULE OF DRAWINGS

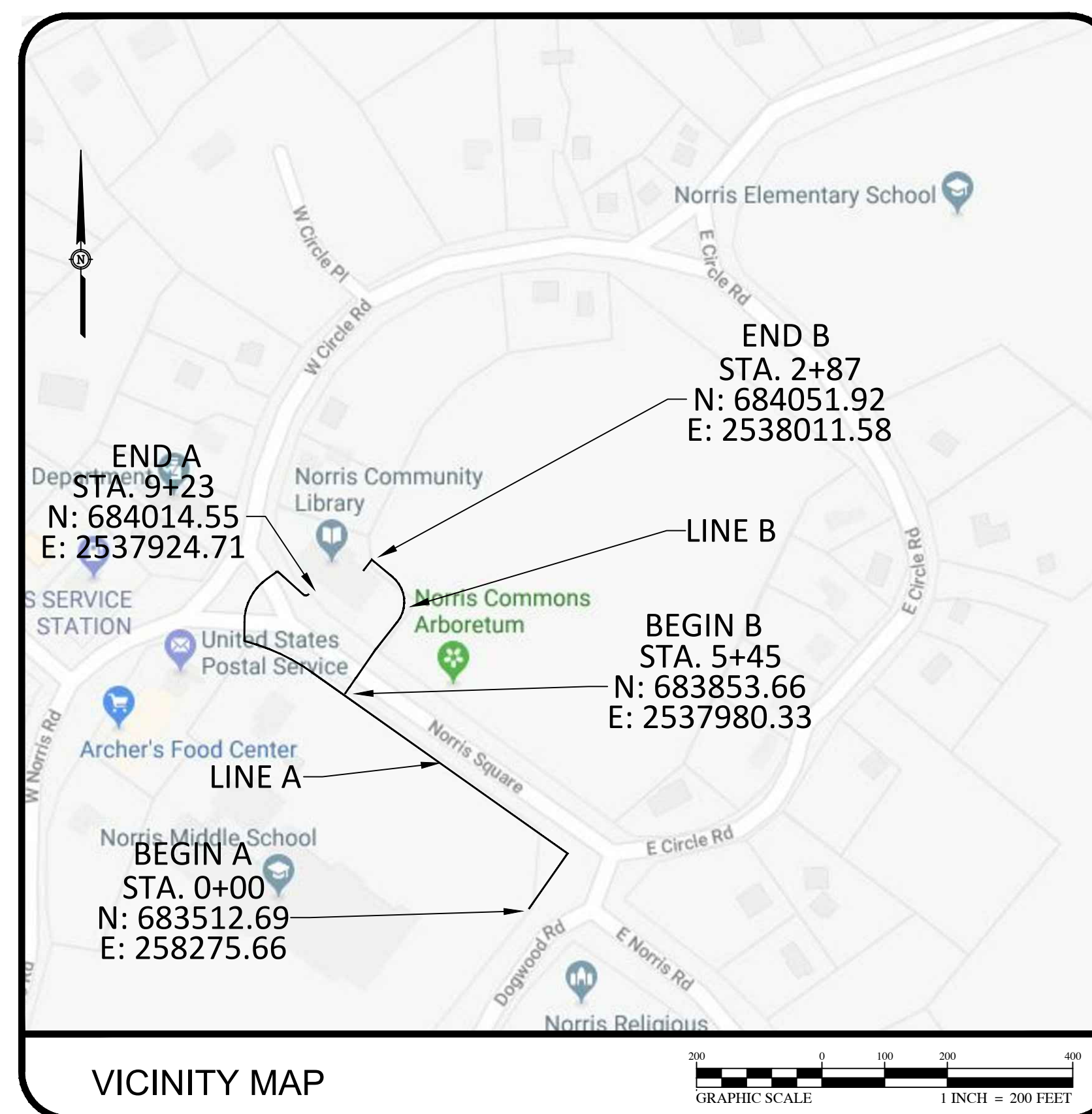
- 1. . . . . COVER SHEET
- 2A . . . . GENERAL NOTES AND ESTIMATED QUANTITIES
- 2B . . . . GENERAL NOTES, SPECIAL NOTES AND EROSION AND SEDIMENT CONTROL NOTES
- 2C . . . . CIVIL DETAILS AND CROSS SECTIONS
- 3A . . . . LAYOUT PLAN
- 4A . . . . PLAN AND PROFILE
- 5A . . . . GRADING, EROSION AND SEDIMENT CONTROL PLAN
- 6A . . . . STRIPING AND SIGNAGE PLAN
- 7A . . . . TRAFFIC CONTROL PLAN

TDOT PIN: 122230.00  
Federal Project No.: SRTS-100(77)  
State Project No.: 01LPLM-F1-033

### CONSULTANT DESIGN CONSTRUCTION

DESIGNED BY: McGILL ASSOCIATES, P.A  
DESIGNER: JOHN GREEAR, P.E.

P.E. NO. 107564  
PIN NO. 122230.00



### NOTES:

1. PROJECT IS LOCALLY MANAGED AND LOCALLY LET
2. PROJECT INCLUDES THE CONSTRUCTION OF APPROXIMATELY 1,000 LINEAR FEET OF 5' WIDE SIDEWALK, 7 A.D.A. ACCESSIBILITY RAMPS, 5 ADDITIONS OF TRUNCATED DOME SURFACE TO EXISTING A.D.A. ACCESSIBILITY RAMPS, 4 CROSSWALK MARKINGS AND MISCELLANEOUS SIGNAGE (FOR CONSTRUCTION). DISTURBED AREA = 0.22 ACRES.
3. PROPOSALS MAY BE REJECTED BY CHRIS MITCHELL, CITY OF NORRIS MAYOR, IF ANY OF THE UNIT PRICES CONTAINED THEREIN ARE OBVIOUSLY UNBALANCED, EITHER EXCESSIVE OR BELOW THE REASONABLE COST ANALYSIS VALUE.
5. THIS PROJECT TO BE CONSTRUCTED UNDER THE STANDARD SPECIFICATIONS OF THE TENNESSEE DEPARTMENT OF TRANSPORTATION DATED JANUARY 1, 2015, AND ADDITIONAL SPECIFICATIONS AND SPECIAL PROVISIONS CONTAINED IN THE PLANS AND IN THE PROPOSAL CONTRACT.
6. ALL IMPROVEMENTS SHALL COMPLY WITH APPLICABLE A.D.A. REQUIREMENTS.
7. LATEST YEAR TRAFFIC DATA  
YEAR: 2016  
STATION: 000023  
ROUTE #: 02456  
ADT: 3361  
DESIGN SPEED: 20 MPH

### TENNESSEE DEPARTMENT OF TRANSPORTATION STANDARD ROADWAY DRAWINGS REFERENCE

DWG. NO.	REV. DATE	TITLE
<b>EROSION PREVENTION AND SEDIMENT CONTROL</b>		
EC-STR-3B	03/16/2017	SILT FENCE
EC-STR-3E	04/01/2008	SILT FENCE FABRIC JOINING DETAILS
EC-STR-34	08/01/2012	EROSION CONTROL BLANKET FOR SLOPE INSTALLATION
EC-STR-39A	08/01/2012	CURB INLET PROTECTION TYPE 3 & 4
<b>ROADWAY AND PAVEMENT APPURTENANCES</b>		
RP-H-3	07/16/2018	DETECTABLE WARNING SURFACE PLACEMENT ON CURB RAMPS
RP-H-4	07/16/2018	PERPENDICULAR CURB RAMP
RP-H-5	07/16/2018	PARALLEL CURB RAMP
RP-H-7	07/16/2018	SINGLE CROSSING CURB RAMP IN CURVE
RP-S-7	05/15/2018	DETAILS FOR CONCRETE SIDEWALK
<b>DESIGN AND TRAFFIC CONTROL</b>		
T-M-4	08/02/2018	STANDARD INTERSECTION PAVEMENT MARKINGS
<b>STANDARD TRAFFIC OPERATIONS DRAWINGS - SIGNS</b>		
T-S-19	07/11/2017	STANDARD STEEL SIGN SUPPORTS
T-S-20	07/11/2017	SIGN DETAILS
T-SG-13	06/27/2016	FLASHING BEACON DETAIL



MAY 2019



**TDOT GENERAL NOTES:**

GRADING

- (1) ANY AREA THAT IS DISTURBED OUTSIDE LIMITS OF CONSTRUCTION DURING THE LIFE OF THIS PROJECT SHALL BE REPAIRED BY THE CONTRACTOR AT HIS EXPENSE.
- (2) CERTIFICATION FOR ALL BORROW PITS MUST BE OBTAINED IN ACCORDANCE WITH SUBSECTION 107.06 OF THE STANDARD SPECIFICATIONS.
- (3) THE CONTRACTOR SHALL NOT DISPOSE OF ANY MATERIAL EITHER ON OR OFF STATE-OWNED R.O.W. IN A REGULATORY FLOOD WAY AS DEFINED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY WITHOUT APPROVAL BY SAME. ALL MATERIAL SHALL BE DISPOSED OF IN UPLAND (NON-WETLAND) AREAS AND ABOVE ORDINARY HIGH WATER OF ANY ADJACENT WATERCOURSE. THIS DOES NOT ELIMINATE THE NEED TO OBTAIN ANY OTHER LICENSES OR PERMITS THAT MAY BE REQUIRED BY ANY OTHER FEDERAL, STATE OR LOCAL AGENCY.

SEEDING AND SODDING

- (1) SOD SHALL BE PLACED AT LOCATIONS SHOWN ON THE PLANS TO PREVENT DAMAGE TO ADJACENT FACILITIES AND PROPERTY DUE TO EROSION ON ALL NEWLY GRADED CUT AND FILL SLOPES AS WORK PROGRESSES.
- (2) ITEM NO. 805-12.03 SHALL BE USED ON SLOPES 3:1 OR STEEPER AND OTHER AREAS AS INDICATED IN THE PLANS THAT ARE INACCESSIBLE FOR MOWING.
- (3) ITEM NO. 801-01, SEEDING (WITH MULCH), SHALL BE USED WHERE EROSION CONTROL BLANKET OR SOD ARE NOT APPLIED.
- (4) ITEM NO. 801-02, SEEDING (WITHOUT MULCH) AND EROSION CONTROL BLANKET, SHALL BE PLACED AT LOCATIONS SHOWN ON THE PLANS AS WELL AS LOCATIONS DIRECTED BY THE ENGINEER.

MISCELLANEOUS

- (1) ALL DETOUR, ACCESS, SERVICE AND FRONTAGE ROADS SHALL BE CONSTRUCTED WITH A MINIMUM OF ONE (1) COURSE OF BASE MATERIAL BEFORE TRAFFIC IS INTERRUPTED ON EXISTING ROADS.
- (2) THE CONTRACTOR SHALL BE REQUIRED TO REMOVE AND RESET MAILBOXES WHERE AND AS DIRECTED BY THE ENGINEER.
- (3) NOTHING IN THE GENERAL NOTES OR SPECIAL PROVISIONS SHALL RELIEVE THE CONTRACTOR FROM HIS RESPONSIBILITIES TOWARD THE SAFETY AND CONVENIENCE OF THE GENERAL PUBLIC AND THE RESIDENTS ALONG THE PROPOSED CONSTRUCTION AREA.

SIGNING

- (1) THE LETTERS, DIGITS, ARROWS, BORDERS, AND ALPHABET ACCESSORIES ON ALL FLAT SHEET SIGNS SHALL BE APPLIED BY SILK SCREENING PROCESS, EXCEPT THAT CUTOUT DIRECT APPLIED COPY SHALL BE USED ON ALL FLAT SHEET SIGNS WITH A GREEN BACKGROUND. THE LETTERS, DIGITS, ARROWS, BORDERS, AND ALPHABET ACCESSORIES ON ALL EXTRUDED PANEL SIGNS SHALL BE DEMOUNTABLE AND ATTACHED TO THE SIGN FACE, AS OUTLINED IN THE STANDARD SPECIFICATIONS. ALL SHIELDS ON GUIDE SIGNS SHALL BE DEMOUNTABLE AND ATTACHED TO THE SIGN FACE AS OUTLINED IN THE STANDARD SPECIFICATIONS.
- (2) THE LENGTHS OF ALL SIGN SUPPORTS SHOWN ON THE SIGN SCHEDULE ARE APPROXIMATE AND ARE FOR ESTIMATING PURPOSES ONLY. THE LENGTHS WERE COMPUTED FROM THE CROSS-SECTIONS CONTAINED IN THE CONSTRUCTION PLANS. IN THE EVENT THE SUPPORT LENGTHS ARE 2 FEET SHORTER OR LONGER THAN SHOWN ON THE PLANS, THE ENGINEER SHALL VERIFY THE SUPPORT TYPE WITH THE ENGINEER.
- (3) THE TOP OF THE SIGN FOOTINGS SHALL BE PLACED LEVEL WITH THE GROUND LINE.
- (4) AFTER THE SIGN LOCATIONS HAVE BEEN STAKED, BUT PRIOR TO ORDERING ANY MATERIAL FOR THE SUPPORTS, THERE SHALL BE A FIELD INSPECTION AND APPROVAL BY THE ENGINEER, JAKE GREEAR (MCGILL ASSOCIATES).
- (5) THE CONTRACTOR SHALL BE REQUIRED TO FURNISH LAYOUT DRAWINGS (3 SETS) OF ALL EXTRUDED PANEL SIGNS WITH SPACING OF ALL LETTERS, NUMERALS, SHIELDS, AND ARROWS. THE LAYOUT DRAWINGS SHALL BE SENT TO THE ENGINEER.
- (6) ALL SIGNS MARKED "TO BE REMOVED" ARE TO BE REMOVED BY THE CONTRACTOR AND PAID FOR UNDER ITEM 713-15.02 AND BECOME THE PROPERTY OF THE CONTRACTOR.
- (7) THE EXISTING FOOTINGS ARE TO BE REMOVED 6 INCHES BELOW GROUND LINE.
- (8) THE LETTERS, DIGITS, ARROWS, BORDERS, AND ALPHABET ACCESSORIES ON ALL FLAT SHEET SIGNS SHALL BE APPLIED BY SILK SCREENING PROCESS, EXCEPT THAT CUT-OUT DIRECT APPLIED COPY SHALL BE USED ON ALL FLAT SHEET SIGNS WITH A GREEN BACKGROUND, OR BROWN BACKGROUND.
- (9) THE LENGTHS OF ALL SIGN SUPPORTS SHOWN ON THE SIGN SCHEDULE ARE APPROXIMATE AND ARE FOR ESTIMATING PURPOSES ONLY. THE CONTRACTOR SHALL VERIFY ALL SUPPORT LENGTHS AT THE SITE PRIOR TO ERECTION.
- (10) THE LETTERS, DIGITS, ARROWS, BORDERS, AND ALPHABET ACCESSORIES ON ALL FLAT SHEET SIGNS SHALL BE APPLIED BY SILK SCREENING PROCESS.

CONSTRUCTION WORK ZONE & TRAFFIC CONTROL

- (1) ADVANCED WARNING SIGNS SHALL NOT BE DISPLAYED MORE THAN FORTY-EIGHT (48) HOURS BEFORE PHYSICAL CONSTRUCTION BEGINS. SIGNS MAY BE ERECTED UP TO ONE WEEK BEFORE NEEDED. IF THE SIGN FACE IS FULLY COVERED.
- (2) IF THE CONTRACTOR MOVES OFF THE PROJECT, HE SHALL COVER OR REMOVE ALL UNNEEDED SIGNS AS DIRECTED BY THE ENGINEER. COSTS OF REMOVAL, COVERING, AND REINSTALLING SIGNS SHALL NOT BE MEASURED AND PAID FOR SEPARATELY, BUT ALL COSTS SHALL BE INCLUDED IN THE ORIGINAL UNIT PRICE BID FOR ITEM NO 712-06, SIGNS (CONSTRUCTION) PER SQUARE FOOT.
- (3) A LONG TERM BUT SPORADIC USE WARNING SIGN, SUCH AS A FLAGGER SIGN, MAY REMAIN IN PLACE WHEN NOT REQUIRED PROVIDED THE SIGN FACE IS FULLY COVERED.
- (4) TRAFFIC CONTROL DEVICES SHALL NOT BE DISPLAYED OR ERECTED UNLESS RELATED CONDITIONS ARE PRESENT NECESSITATING WARNING.
- (5) USE OF BARRICADES, PORTABLE BARRIER RAILS, AND DRUMS SHALL BE LIMITED TO THE IMMEDIATE AREAS OF CONSTRUCTION WHERE A HAZARD IS PRESENT. THESE DEVICES SHALL NOT BE STORED ALONG THE ROADWAY WITHIN THIRTY (30) FEET OF THE EDGE OF THE TRAVELED WAY BEFORE OR AFTER USE UNLESS PROTECTED BY GUARDRAIL, BRIDGE RAIL, AND/OR BARRIERS INSTALLED FOR OTHER PURPOSES FOR ROADWAYS WITH CURRENT ADT'S LESS THAN 1500 AND DESIGN SPEED OF LESS THAN 60 MPH. THIS DISTANCE SHALL INCREASE TO FORTY-FIVE (45) FEET FOR ROADWAYS WITH CURRENT ADT'S OF 1500 OR GREATER AND DESIGN SPEED OF 60 MPH OR GREATER OR ON THE OUTSIDE OF A HORIZONTAL CURVE. THESE DEVICES SHALL BE REMOVED FROM THE CONSTRUCTION WORK ZONE WHEN THE ENGINEER DETERMINES THEY ARE NO LONGER NEEDED. WHERE THERE IS INSUFFICIENT RIGHT-OF-WAY TO PROVIDE FOR THIS REQUIRED SETBACK, THE CONTRACTOR SHALL DETERMINE THE ALTERNATE LOCATIONS AND REQUEST THE ENGINEER'S APPROVAL TO USE THEM.
- (6) THE CONTRACTOR SHALL NOT BE PERMITTED TO PARK ANY VEHICLES OR CONSTRUCTION EQUIPMENT DURING PERIODS OF INACTIVITY, WITHIN THIRTY (30) FEET OF THE EDGE OF PAVEMENT WHEN THE LANE IS OPEN TO TRAFFIC UNLESS PROTECTED BY GUARDRAIL, BRIDGE RAIL, AND/OR BARRIERS INSTALLED FOR OTHER PURPOSES FOR ROADWAYS WITH CURRENT ADT'S LESS THAN 1500 AND DESIGN SPEED OF LESS THAN 60 MPH. THIS DISTANCE SHALL BE INCREASED TO FORTY-FIVE (45) FEET FOR ROADWAYS WITH CURRENT ADT'S OF 1500 OR GREATER AND DESIGN SPEED OF 60 MPH OR GREATER OR ON THE OUTSIDE OF A HORIZONTAL CURVE. PRIVATELY OWNED VEHICLES SHALL NOT BE ALLOWED TO PARK WITHIN THIRTY (30) FEET OF AN OPEN TRAFFIC LANE AT ANY TIME UNLESS PROTECTED AS DESCRIBED ABOVE FOR ROADWAYS WITH CURRENT ADT'S LESS THAN 1500 AND DESIGN SPEED OF LESS THAN 60 MPH. THIS DISTANCE SHALL BE INCREASED TO FORTY-FIVE (45) FEET FOR ROADWAYS WITH CURRENT ADT'S OF 1500 OR GREATER AND DESIGN SPEED OF 60 MPH OR GREATER OR ON THE OUTSIDE OF A HORIZONTAL CURVE. WHERE THERE IS INSUFFICIENT RIGHT-OF-WAY TO PROVIDE FOR THIS REQUIRED SETBACK, THE CONTRACTOR SHALL DETERMINE THE ALTERNATE LOCATIONS AND REQUEST THE ENGINEER'S APPROVAL TO USE THEM. (7) ALL DETOUR AND CONSTRUCTION SIGNING SHALL BE IN STRICT ACCORDANCE WITH THE MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
- (8) ALL DETOURS SHALL BE PAVED, STRIPED, SIGNED AND THE VERTICAL PANELS ARE TO BE IN PLACE BEFORE IT IS OPENED TO TRAFFIC.

EROSION PREVENTION AND SEDIMENT CONTROL:

DISTURBED AREA

- (1) IF DISTURBED ACREAGE IS EQUAL TO ONE ACRE OR MORE, PLEASE CONTACT THE ENGINEER (JAKE GREEAR, MCGILL ASSOCIATES) AS SOON AS POSSIBLE BECAUSE AN NPDES PERMIT WILL BE REQUIRED.

INSPECTION, MAINTENANCE & REPAIR

- (1) REFER TO THE STORM WATER POLLUTION AND PREVENTION PLAN SHEETS (2D,31& 32) FOR SWPPP, PERMITS, AND RECORDS NOTES.

PERMITS, PLANS & RECORDS

- (1) THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR AND OBTAIN ANY NECESSARY ENVIRONMENTAL PERMITS OR APPROVALS, INCLUDING BUT NOT LIMITED TO ARCHAEOLOGY, ECOLOGY, HISTORICAL, HAZARDOUS MATERIALS, AIR AND NOISE, TDEC ARAP/401, USACE SECTION 404, TVA SECTION 26A, AND TDEC NPDES PERMITS, FROM FEDERAL, STATE AND/OR LOCAL AGENCIES REGARDING ANY MATERIAL AND STAGING AREAS AND THE OPERATION OF ANY PROJECT-DEDICATED ASPHALT AND/OR CONCRETE PLANTS TO BE USED. ANY SUCH PERMITS SHALL BE SUPPLIED TO THE ENGINEER, JAKE GREEAR (MCGILL ASSOCIATES), PRIOR TO THE USE OF THE PERMITTED AREA(S).
- (2) ANY DISAGREEMENT BETWEEN THE CONSTRUCTION PLANS, THE PROJECT AS CONSTRUCTED, AND THE PERMIT(S) ISSUED FOR THE PROJECT, SHALL BE BROUGHT TO THE ATTENTION OF THE THE CITY OF NORRIS'S PUBLIC WORKS DIRECTOR, SHALL BE

- CONTACTED IN THESE INSTANCES AND DECIDE WHICH HAS PRECEDENCE AND WHETHER PERMIT OR PLANS REVISIONS ARE NEEDED. IN GENERAL, PERMIT CONDITIONS WILL PREVAIL.
- (3) IF A CHANGE IN PROJECT SCOPE OCCURS DURING CONSTRUCTION, INCLUDING VALUE ENGINEERING, THE ENGINEER, SHALL BE CONTACTED TO DETERMINE WHETHER PERMIT REVISIONS ARE NEEDED. THE ENGINEER SHALL BE CONTACTED TO DETERMINE IF ANY PLAN REVISIONS ARE NEEDED.
  - (4) THE CONTRACTOR SHALL REVIEW ALL EXISTING PERMITS TO ENSURE THAT WORK AT PERMITTED SITES DOES NOT EXCEED EXPIRATION DATE. IF WORK IS GOING TO BE CONTINUED AFTER EXPIRATION DATES, THE CONTRACTOR SHALL CONTACT THE ENGINEER TO COMMENCE PERMIT RENEWAL PROCESS.

GOOD HOUSEKEEPING MEASURES & WASTE DISPOSAL

- (1) THE CONTRACTOR SHALL ESTABLISH AND MAINTAIN A PROACTIVE METHOD TO PREVENT LITTER AND CONSTRUCTION WASTES FROM ENTERING WATERS OF THE STATE/U.S. THESE MATERIALS SHALL BE REMOVED FROM STORMWATER EXPOSURE PRIOR TO ANTICIPATED STORM EVENTS OR BEFORE BEING CARRIED OFFSITE BY WIND, OR OTHERWISE PREVENTED FROM BECOMING A POLLUTANT SOURCE FOR STORMWATER DISCHARGES. AFTER USE, MATERIALS USED FOR EPSC SHALL BE REMOVED FROM THE SITE.
- (2) THE CONTRACTOR SHALL TAKE APPROPRIATE STEPS TO ENSURE THAT PETROLEUM PRODUCTS OR OTHER CHEMICAL POLLUTANTS ARE PREVENTED FROM ENTERING WATERS OF THE STATE/U.S. ALL EQUIPMENT REFUELING, SERVICING, AND STAGING AREAS SHALL COMPLY WITH ALL LOCAL, STATE, AND FEDERAL LAWS, RULES, REGULATIONS, AND ORDINANCES, INCLUDING THOSE OF THE NATIONAL FIRE PROTECTION ASSOCIATION. APPROPRIATE CONTAINMENT MEASURES FOR THESE AREAS SHALL BE USED. CONTRACTORS SHALL PROVIDE DESIGNATED TRUCK WASHOUT AREAS ON THE SITE. THESE AREAS MUST BE SELF CONTAINED, NOT CONNECTED TO ANY STORMWATER OUTLET OF THE SITE, AND PROPERLY SIGNED. WASH DOWN OR WASTE DISCHARGE OF CONCRETE TRUCKS SHALL NOT BE PERMITTED ONSITE UNLESS PROPER SETTLEMENT AREAS HAVE BEEN PROVIDED IN ACCORDANCE WITH BOTH STATE AND FEDERAL REGULATIONS.
- (4) WHEEL WASH WATER SHALL BE COLLECTED AND ALLOWED TO SETTLE OUT SUSPENDED SOLIDS PRIOR TO DISCHARGE. WHEEL WASH WATER SHALL NOT BE DISCHARGED DIRECTLY INTO ANY STORMWATER SYSTEM OR STORMWATER TREATMENT SYSTEM.
- (5) IF PORTABLE SANITARY FACILITIES ARE PROVIDED ON CONSTRUCTION SITES, SANITARY WASTE SHALL BE COLLECTED FROM THE PORTABLE UNITS IN A TIMELY MANNER BY A LICENSED WASTE MANAGEMENT CONTRACTOR OR AS REQUIRED BY ANY REGULATIONS. THE CONTRACTOR SHALL OBTAIN ANY AND ALL NECESSARY PERMITS TO DISPOSE OF SANITARY WASTE.
- (6) ONLY CONSTRUCTION PRODUCTS NEEDED SHALL BE STORED ONSITE BY THE CONTRACTOR. THE CONTRACTOR SHALL STORE ALL MATERIALS UNDER COVER AND IN APPROPRIATE CONTAINERS. PRODUCTS MUST BE STORED IN ORIGINAL CONTAINERS AND LABELED. MATERIAL MIXING SHALL BE CONDUCTED IN ACCORDANCE WITH THE MANUFACTURER'S RECOMMENDATIONS. THE CONTRACTOR'S RESPONSIBLE PARTY SHALL INSPECT MATERIALS STORAGE AREAS REGULARLY TO ENSURE PROPER USE AND DISPOSAL.
- (7) WHEN POSSIBLE, ALL PRODUCTS SHALL BE USED COMPLETELY BEFORE PROPERLY DISPOSING OF THE CONTAINER OFFSITE. THE MANUFACTURER'S DIRECTIONS FOR DISPOSAL OF MATERIALS AND CONTAINERS SHALL BE FOLLOWED.
- (8) ALL PAINT CONTAINERS SHALL BE TIGHTLY SEALED AND STORED WHEN NOT REQUIRED FOR USE. EXCESS PAINT SHALL BE DISPOSED OF ACCORDING TO THE MANUFACTURER'S INSTRUCTIONS AND APPLICABLE STATE AND LOCAL REGULATIONS.
- (9) ALL HAZARDOUS WASTE MATERIALS SHALL BE DISPOSED OF IN A MANNER WHICH IS COMPLIANT WITH LOCAL OR STATE REGULATIONS. SITE PERSONNEL SHALL BE INSTRUCTED IN THESE PRACTICES, AND THE INDIVIDUAL DESIGNATED AS THE CONTRACTOR'S RESPONSIBLE PARTY SHALL BE RESPONSIBLE FOR SEEING THAT THESE PRACTICES ARE FOLLOWED. THE CONTRACTOR SHALL OBTAIN ANY AND ALL NECESSARY PERMITS TO DISPOSE OF HAZARDOUS MATERIAL.
- (10) OPEN BURNING IS PROHIBITED UNLESS IT IS SPECIFICALLY ALLOWED BY LAW. IF ALLOWED, NATURAL VEGETATION, TREES, AND UNTREATED LUMBER SHALL BE THE ONLY MATERIALS THAT CAN BE OPEN BURNED. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL APPLICABLE STATE AND LOCAL PERMITS PRIOR TO ANY BURNING.
- (11) DISPOSAL OF ONSITE VEGETATION AND TREES BY CHIPPING THEM INTO MULCH IS PREFERABLE TO OPEN BURNING. THIS MULCH MAY BE USED AS AN ONSITE SOIL STABILIZATION MEASURE WHERE APPROPRIATE.
- (12) WASTE MATERIAL (EARTH, ROCK, ASPHALT, CONCRETE, ETC.) NOT REQUIRED FOR THE CONSTRUCTION OF THE PROJECT WILL BE DISPOSED OF BY THE CONTRACTOR. IMPACTS TO WATERS OF THE STATE/U.S. SHALL BE AVOIDED IF POSSIBLE. IF UNAVOIDABLE, THE CONTRACTOR WILL OBTAIN ANY AND ALL NECESSARY PERMITS INCLUDING, BUT NOT LIMITED TO NPDES, AQUATIC

Norris City Council Meeting Packet

RESOURCES ALLOCATION PERMIT(S), CORPS OF ENGINEERS SECTION 404 PERMITS, AND TVA SECTION 26A PERMITS TO DISPOSE OF WASTE MATERIALS.

SUPPORT ACTIVITIES

- (1) MATERIALS AND STAGING AREAS SHALL NOT AFFECT ANY WATERS OF THE STATE/U.S. UNLESS THESE AREAS ARE SPECIFICALLY COVERED BY ENVIRONMENTAL PERMITS, OBTAINED SOLELY BY THE CONTRACTOR. THE CONTRACTOR SHALL REVIEW ALL EXISTING PERMITS TO ENSURE THAT WORK AT PERMITTED SITES DOES NOT EXCEED EXPIRATION DATES. IF WORK IS GOING TO BE CONTINUED AFTER EXPIRATION DATES, THE CONTRACTOR SHALL CONTACT THE ENGINEER, JAKE GREEAR (MCGILL ASSOCIATES), TO COMMENCE PERMIT RENEWAL PROCESS.

1	11/5/18	JG	TDOT REVIEW
2	5/22/19	JG	TDOT REVISIONS
NO.	DATE	BY	REVISION DESCRIPTION



SAFE ROUTES TO SCHOOL APPLICATION  
**CITY OF NORRIS**  
 ANDERSON COUNTY, TENNESSEE

JOB NO.: 14-06527  
 DATE: AUGUST 2018  
 DESIGNED BY: JRG  
 CADD BY: BSH  
 DESIGN REVIEW:  
 CONST. REVIEW:  
 Norris sRFS - Base - TDOT  
 REV.dwg

GENERAL NOTES

SHEET  
**2A**





EXISTING CONDITIONS LEGEND

Legend table listing symbols for various infrastructure elements like telephone pedestals, manholes, hydrants, and utility lines.

SUPPLEMENTAL EROSION AND SEDIMENT CONTROL NOTES:

- Notes detailing erosion and sediment control measures, including priority construction activities, drainage requirements, and site assessment procedures.

SUPPLEMENTAL GENERAL NOTES:

- General notes covering surveying, field verification, construction start conditions, and material handling requirements.

- Notes regarding remediation plans, contractor responsibilities for utility coordination, and seeding/mulching requirements.

ESTIMATED QUANTITIES

Table with columns: ITEM #, DESCRIPTION, QUANTITY, UNIT. Lists items like removal of rigid pavement, concrete curbs, and erosion control blankets.

NOTES: 1) UTILITY ADJUSTMENTS WITHIN PUBLIC RIGHT-OF-WAY... 2) PLACING & SPREADING TOPSOIL LINE ITEMS... 3) CONCRETE CURB RAMP LINE ITEMS... 4) FLASHING SCHOOL CROSSING SIGN ASSEMBLY LINE ITEM...

TDOT SPECIAL NOTES:

- Notes regarding erosion prevention, environmental factors, and ecology considerations.



SAFE ROUTES TO SCHOOL APPLICATION CITY OF NORRIS ANDERSON COUNTY, TENNESSEE

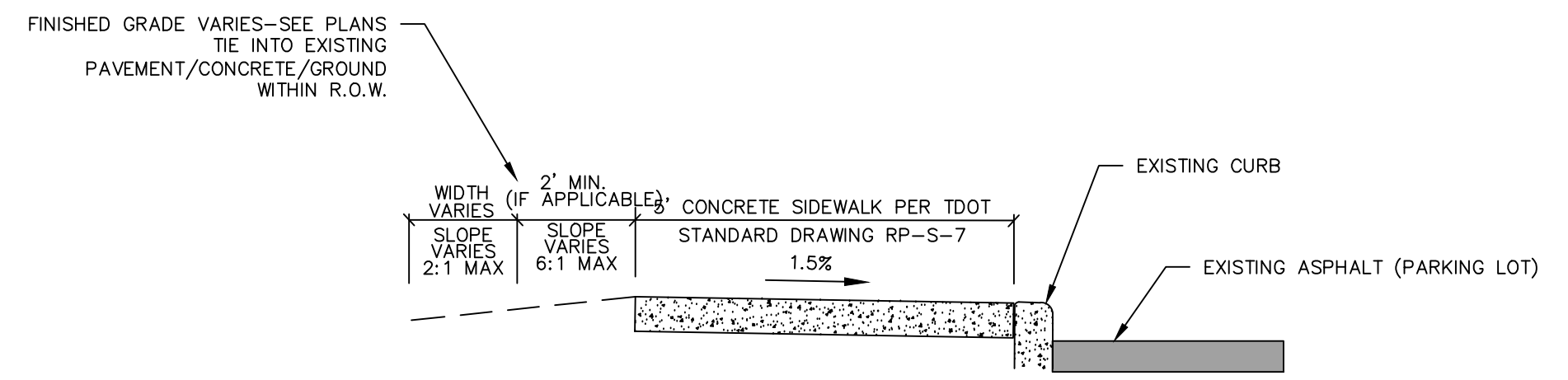
JOB NO.: 14-06527 DATE: AUGUST 2018 DESIGNED BY: JRG CADD BY: BSH DESIGN REVIEW: CONST. REVIEW: Norris sRfTS - Base - TDOT REV.dwg

GENERAL NOTES AND LEGEND, SPECIAL NOTES, EPSC NOTES AND ESTIMATED QUANTITIES

SHEET 2B

Revision table with columns: NO., DATE, BY, REVISION DESCRIPTION. Shows two revisions: TDOT REVIEW and TDOT REVISIONS.

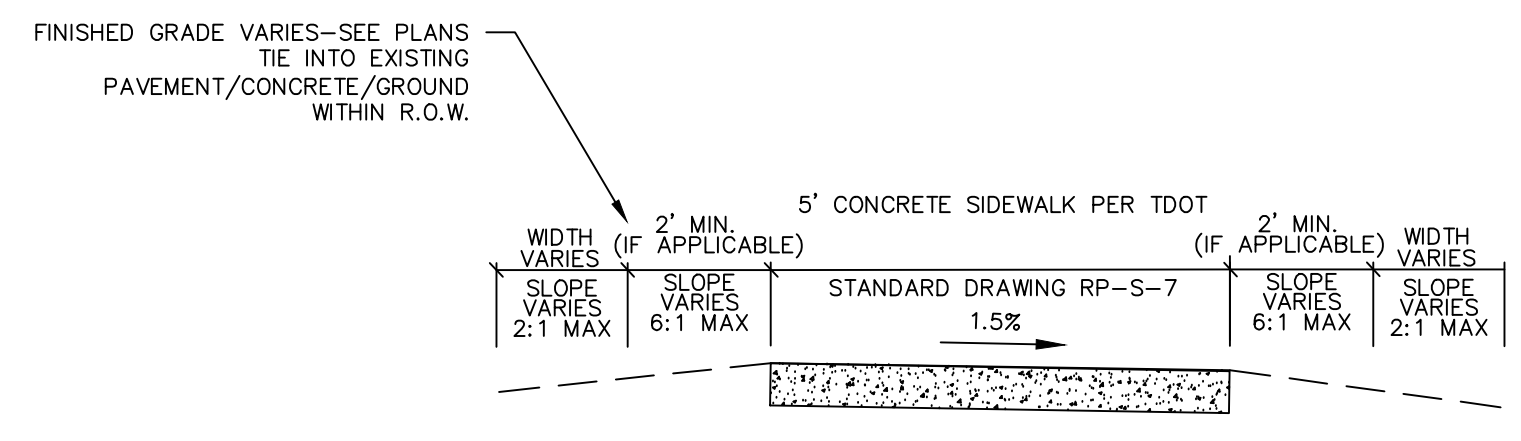




**SECTION "A"**

STA. 0+00 TO STA. 1+30 (WALK A)

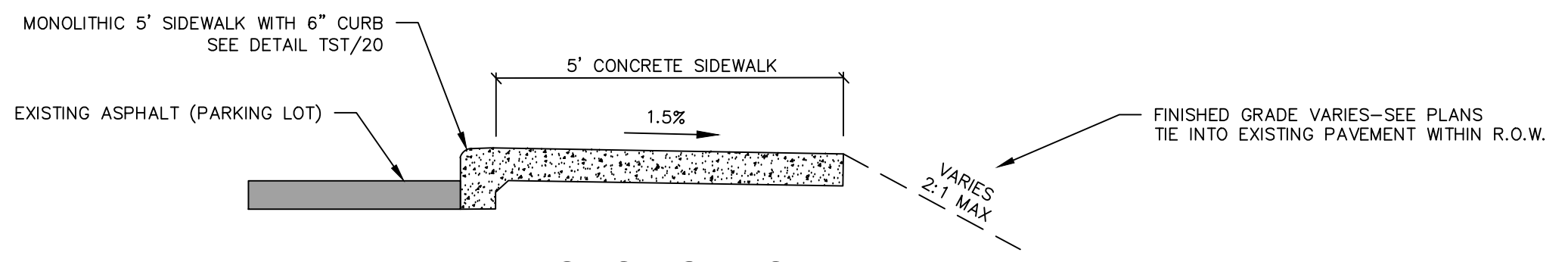
- NOTES:
1. ASPHALT TO MATCH ADJACENT GRADE TO ALLOW SHEET FLOW OF DRAINAGE AND PREVENT ANY PONDING. HOWEVER, UNDER NO CIRCUMSTANCES IS THE CROSS-SLOPE OF THE TRAIL TO EXCEED 2%.



**SECTION "B"**

STA. 1+30 TO STA. 9+40 (WALK A)

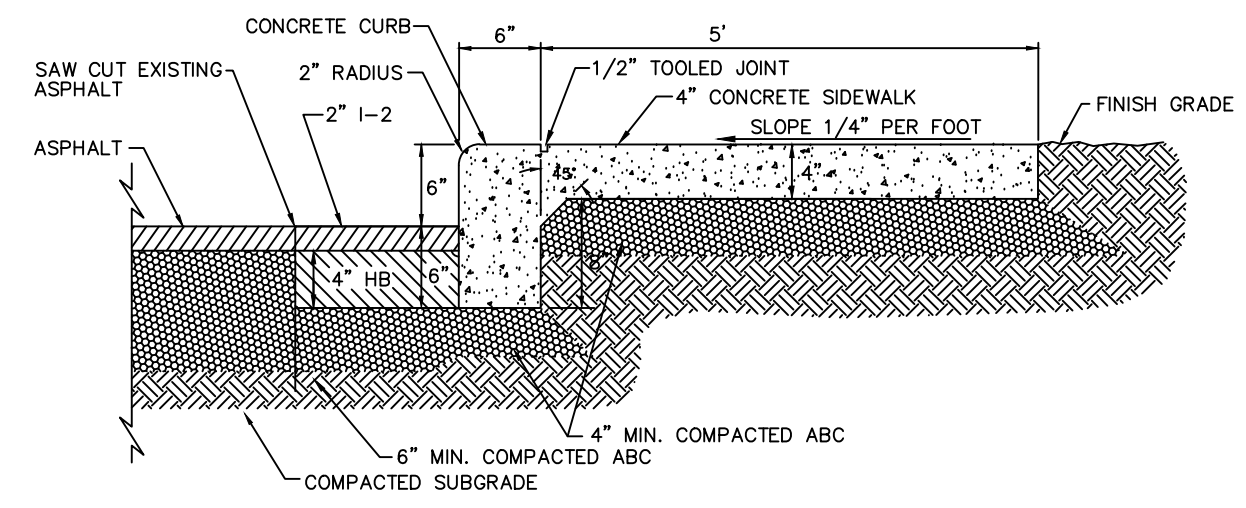
- NOTES:
1. EXISTING ASPHALT SIDEWALK TO BE REMOVED.
  2. PROPOSED CONCRETE SIDEWALK TO FOLLOW CENTERLINE OF EXISTING ASPHALT SIDEWALK.
  3. ASPHALT TO MATCH ADJACENT GRADE TO ALLOW SHEET FLOW OF DRAINAGE AND PREVENT ANY PONDING. HOWEVER, UNDER NO CIRCUMSTANCES IS THE CROSS-SLOPE OF THE TRAIL TO EXCEED 2%.



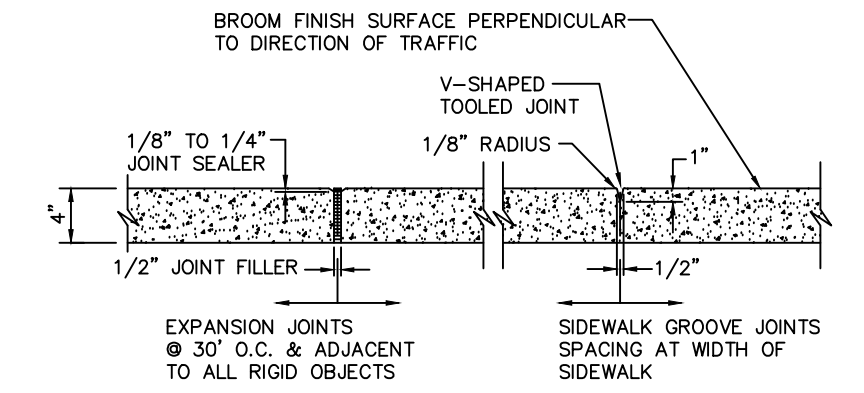
**SECTION "C"**

STA. 0+80 TO STA. 2+56 (WALK B)

- NOTES:
1. ASPHALT TO MATCH ADJACENT GRADE TO ALLOW SHEET FLOW OF DRAINAGE AND PREVENT ANY PONDING. HOWEVER, UNDER NO CIRCUMSTANCES IS THE CROSS-SLOPE OF THE TRAIL TO EXCEED 2%.

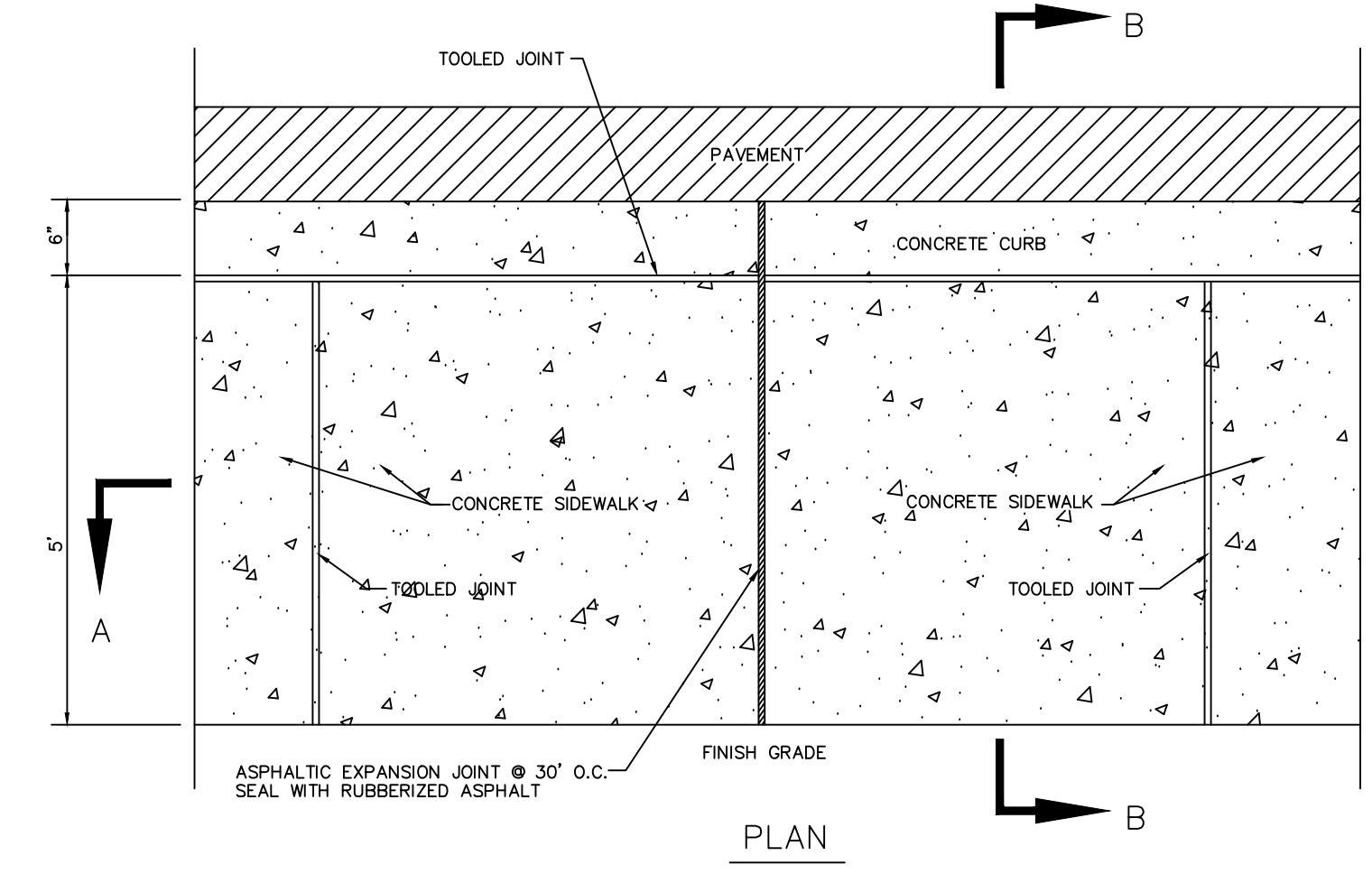


**SECTION B-B**



**SECTION A-A**

- CONSTRUCTION NOTES:**
1. CURB SHALL BE CONSTRUCTED WITH CLASS B 4000 PSI CONCRETE.
  2. SIDEWALK SURFACE SHALL BE GIVEN A LIGHT BROOM FINISH WITH THE BRUSH MARKS PERPENDICULAR TO THE CURB.
  3. CURB SHALL BE GIVEN LIGHT BROOM FINISH PARALLEL TO CURB LINE.



**PLAN**

**TST 20** MONOLITHIC CONCRETE SIDEWALK  
 UPDATED MARCH, 2017  
 NOT TO SCALE



SAFE ROUTES TO SCHOOL APPLICATION  
**CITY OF NORRIS**  
 ANDERSON COUNTY, TENNESSEE

JOB NO.: 14-06527  
 DATE: AUGUST 2018  
 DESIGNED BY: JRG  
 CADD BY: BSH  
 DESIGN REVIEW:  
 CONST. REVIEW:  
 Norris sRFS - Base - TDOT  
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CIVIL DETAILS AND  
 CROSS-SECTIONS

SHEET  
**2C**

NO.	DATE	BY	REVISION DESCRIPTION
1	11/5/18	JG	TDOT REVIEW
2	5/22/19	JG	TDOT REVISIONS



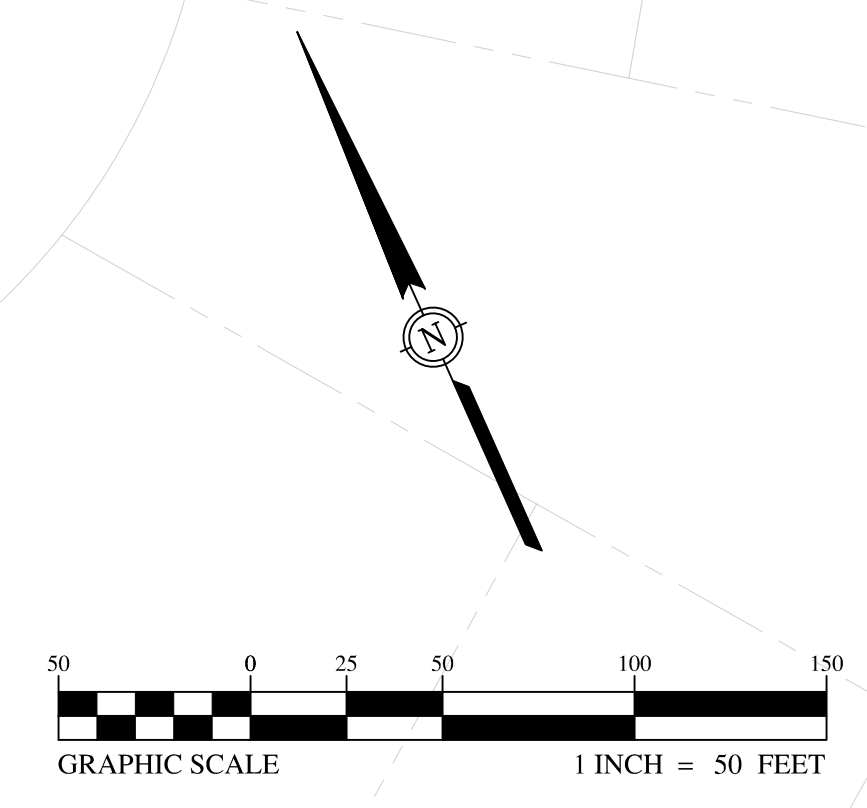
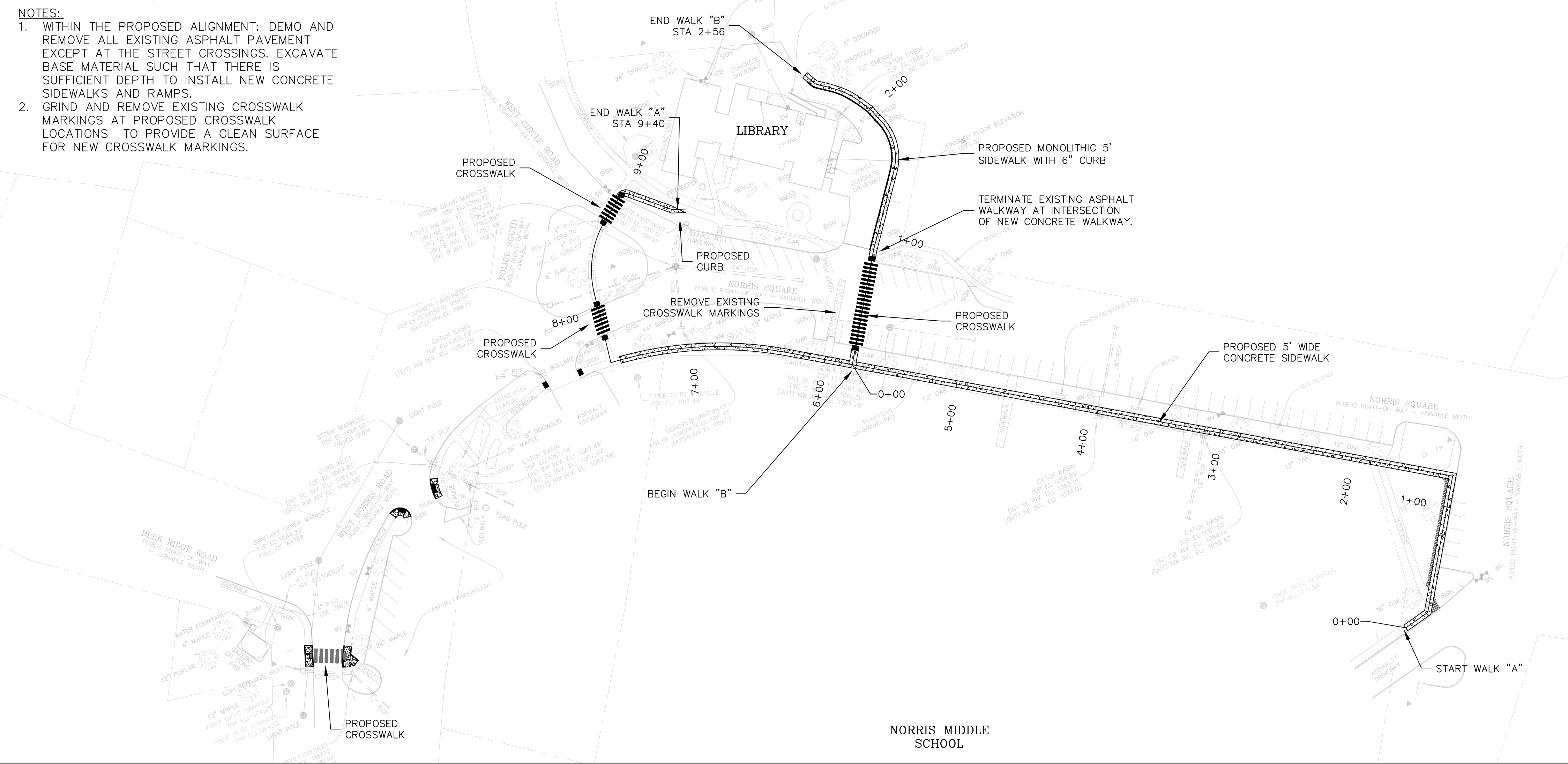






- NOTES:**
1. WITHIN THE PROPOSED ALIGNMENT: DEMO AND REMOVE ALL EXISTING ASPHALT PAVEMENT EXCEPT AT THE STREET CROSSINGS. EXCAVATE BASE MATERIAL SUCH THAT THERE IS SUFFICIENT DEPTH TO INSTALL NEW CONCRETE SIDEWALKS AND RAMPS.
  2. GRIND AND REMOVE EXISTING CROSSWALK MARKINGS AT PROPOSED CROSSWALK LOCATIONS TO PROVIDE A CLEAN SURFACE FOR NEW CROSSWALK MARKINGS.

**ROW CERTIFICATION:**  
 THE CITY OF NORRIS CERTIFIES THAT ALL PROPOSED PROJECT IMPROVEMENTS, AS WELL AS THE SPACE REQUIRED FOR THEIR CONSTRUCTION, ARE LOCATED WITHIN EXISTING CITY MAINTAINED RIGHT-OF-WAY, EXISTING CITY-OWNED PROPERTY (PARCELS 031C-B-1.00 AND 031C-B-9.00), AND EXISTING ANDERSON COUNTY OWNED PROPERTY (PARCEL 031F-C-2.00) AND THAT NO ADDITIONAL PRIVATE PROPERTY ACQUISITION WILL BE NECESSARY.



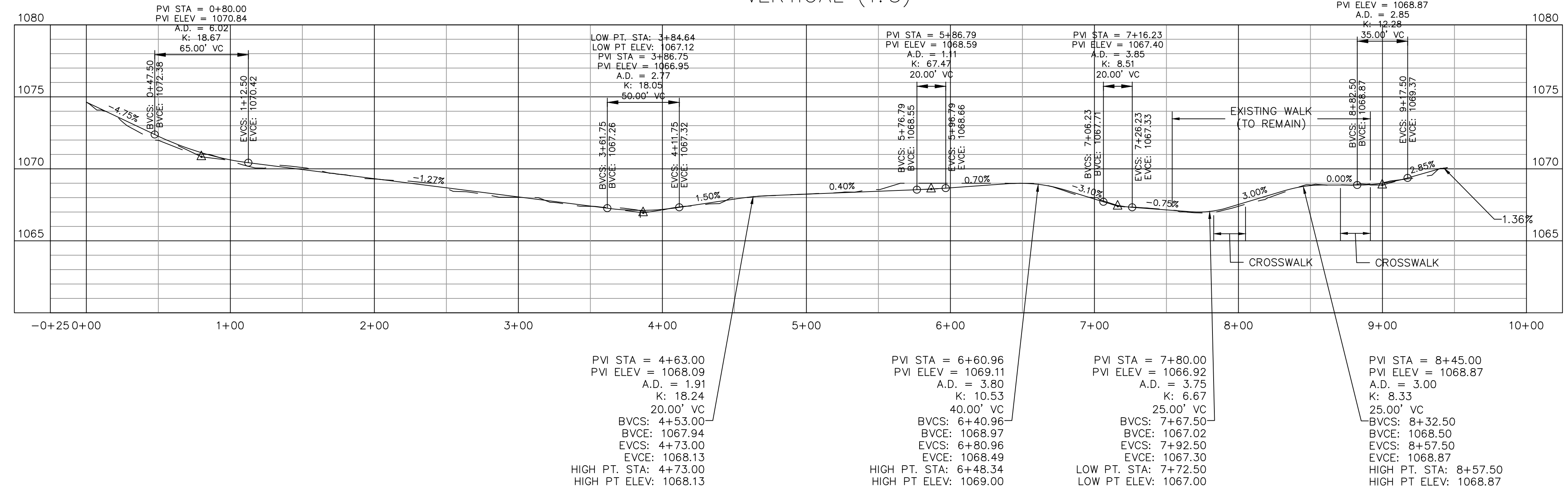
NO.	DATE	BY	REVISION DESCRIPTION
1	11/5/18	JG	TDOT REVIEW



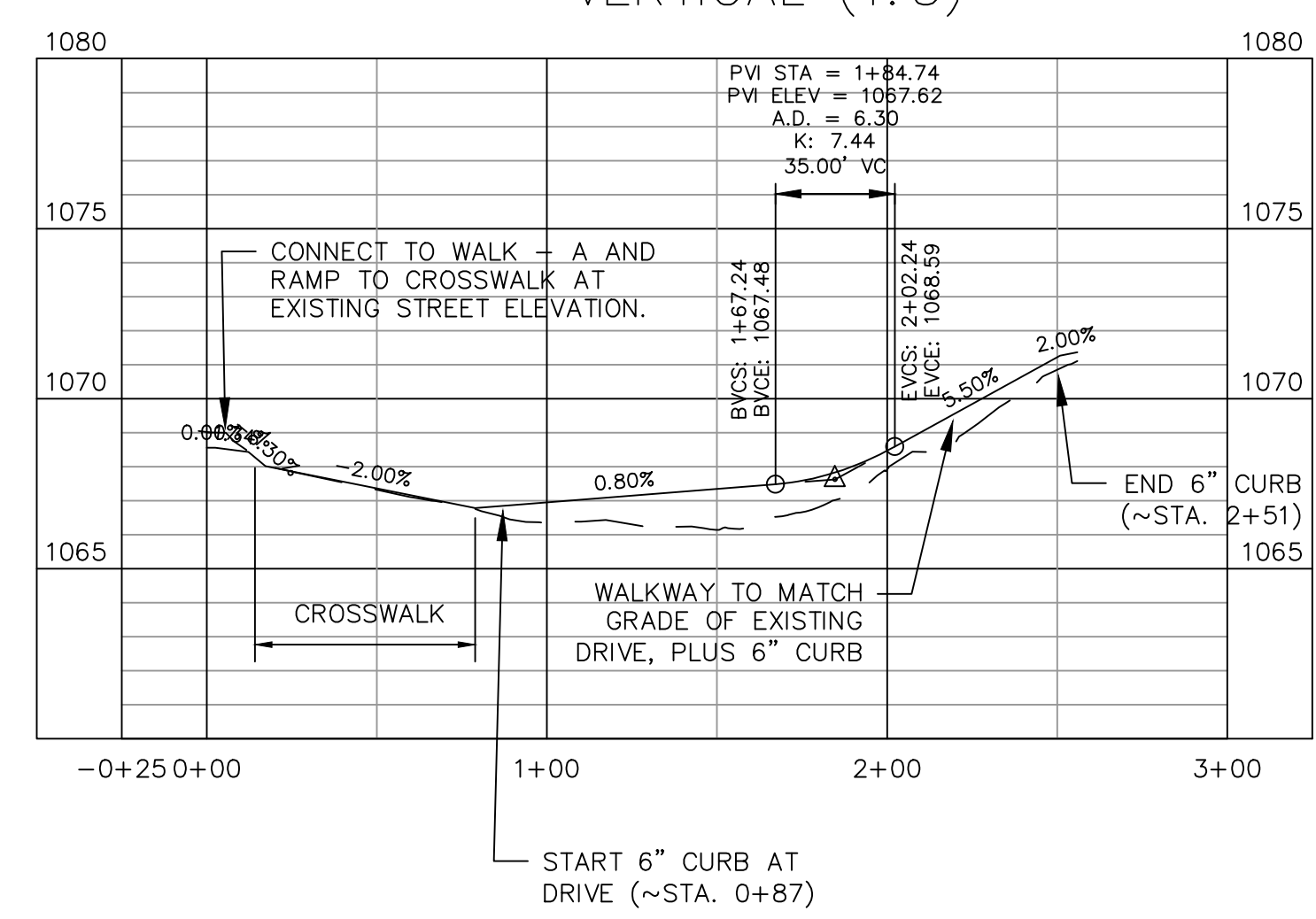
SAFE ROUTES TO SCHOOL APPLICATION  
**CITY OF NORRIS**  
 ANDERSON COUNTY, TENNESSEE

**PROFILE**  
 SCALE: HORIZ. 1"= 50'  
 VERT. 1"= 5'

PROFILE: WALK - A  
 SCALE: HORIZONTAL (1:50)  
 VERTICAL (1:5)



PROFILE: WALK - B  
 SCALE: HORIZONTAL (1:50)  
 VERTICAL (1:5)



JOB NO.: 1406927.000  
 DATE: APRIL 2018  
 DESIGNED BY: JG  
 CADD BY: SHB  
 DESIGN REVIEW:  
 CONST. REVIEW:  
 FILE NAME: S-Bee-BH  
 11.28.18.dwg

PLAN AND PROFILE

SHEET  
**4A**



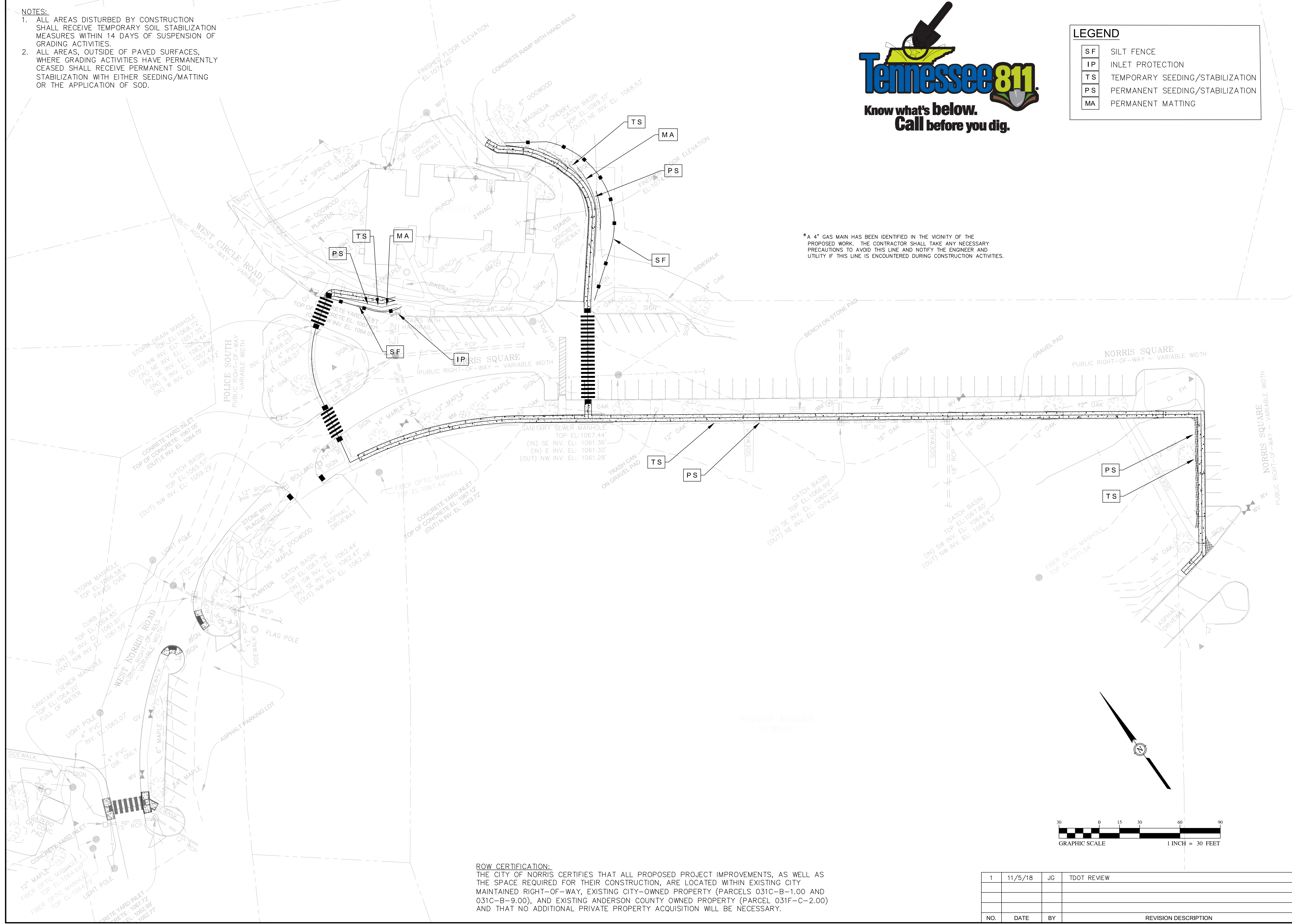
- NOTES:**
1. ALL AREAS DISTURBED BY CONSTRUCTION SHALL RECEIVE TEMPORARY SOIL STABILIZATION MEASURES WITHIN 14 DAYS OF SUSPENSION OF GRADING ACTIVITIES.
  2. ALL AREAS, OUTSIDE OF PAVED SURFACES, WHERE GRADING ACTIVITIES HAVE PERMANENTLY CEASED SHALL RECEIVE PERMANENT SOIL STABILIZATION WITH EITHER SEEDING/MATTING OR THE APPLICATION OF SOD.



**LEGEND**

SF	SILT FENCE
IP	INLET PROTECTION
TS	TEMPORARY SEEDING/STABILIZATION
PS	PERMANENT SEEDING/STABILIZATION
MA	PERMANENT MATTING

\*A 4" GAS MAIN HAS BEEN IDENTIFIED IN THE VICINITY OF THE PROPOSED WORK. THE CONTRACTOR SHALL TAKE ANY NECESSARY PRECAUTIONS TO AVOID THIS LINE AND NOTIFY THE ENGINEER AND UTILITY IF THIS LINE IS ENCOUNTERED DURING CONSTRUCTION ACTIVITIES.



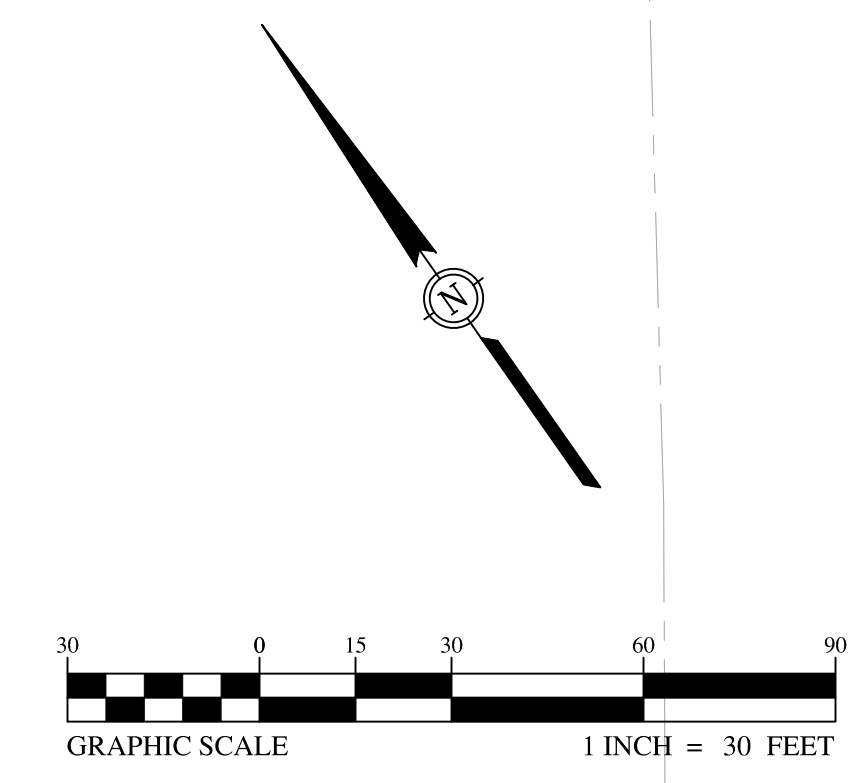
SAFE ROUTES TO SCHOOL APPLICATION  
**CITY OF NORRIS**  
 ANDERSON COUNTY, TENNESSEE

JOB NO.: 1408527.000  
 DATE: APRIL 2018  
 DESIGNED BY: JG  
 CADD BY: SHB  
 DESIGN REVIEW: \_\_\_\_\_  
 CONST. REVIEW: \_\_\_\_\_  
 Norris-SRTS - Base - BH  
 11.28.18.dwg

**GRADING, EROSION AND  
 SEDIMENT CONTROL PLAN**

**SHEET**  
**5A**

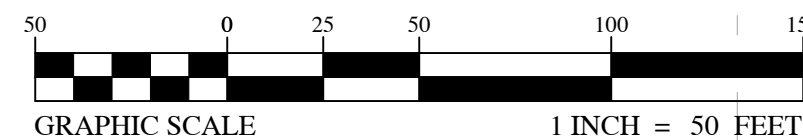
**ROW CERTIFICATION:**  
 THE CITY OF NORRIS CERTIFIES THAT ALL PROPOSED PROJECT IMPROVEMENTS, AS WELL AS THE SPACE REQUIRED FOR THEIR CONSTRUCTION, ARE LOCATED WITHIN EXISTING CITY MAINTAINED RIGHT-OF-WAY, EXISTING CITY-OWNED PROPERTY (PARCELS 031C-B-1.00 AND 031C-B-9.00), AND EXISTING ANDERSON COUNTY OWNED PROPERTY (PARCEL 031F-C-2.00) AND THAT NO ADDITIONAL PRIVATE PROPERTY ACQUISITION WILL BE NECESSARY.



NO.	DATE	BY	REVISION DESCRIPTION
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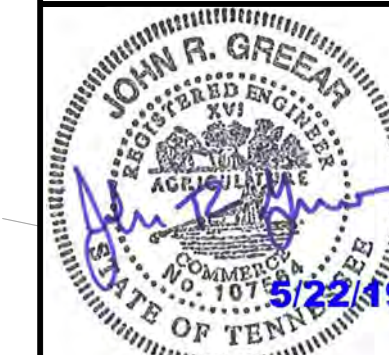


**NOTE:**  
1. ALL SIGNAGE SHALL BE INSTALLED IN ACCORDANCE WITH TDOT AND MANUAL OF UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) REQUIREMENTS.



**ROW CERTIFICATION:**  
THE CITY OF NORRIS CERTIFIES THAT ALL PROPOSED PROJECT IMPROVEMENTS, AS WELL AS THE SPACE REQUIRED FOR THEIR CONSTRUCTION, ARE LOCATED WITHIN EXISTING CITY MAINTAINED RIGHT-OF-WAY, EXISTING CITY-OWNED PROPERTY (PARCELS 031C-B-1.00 AND 031C-B-9.00), AND EXISTING ANDERSON COUNTY OWNED PROPERTY (PARCEL 031F-C-2.00) AND THAT NO ADDITIONAL PRIVATE PROPERTY ACQUISITION WILL BE NECESSARY.

**NOTE:**  
ALL SIGNAGE TO BE PLACED PER TDOT MINIMUM REQUIREMENTS USING U-POST SUPPORTS. REFER TO TDOT STANDARD DRAWINGS T-S-19 AND T-S-20 FOR GUIDANCE.

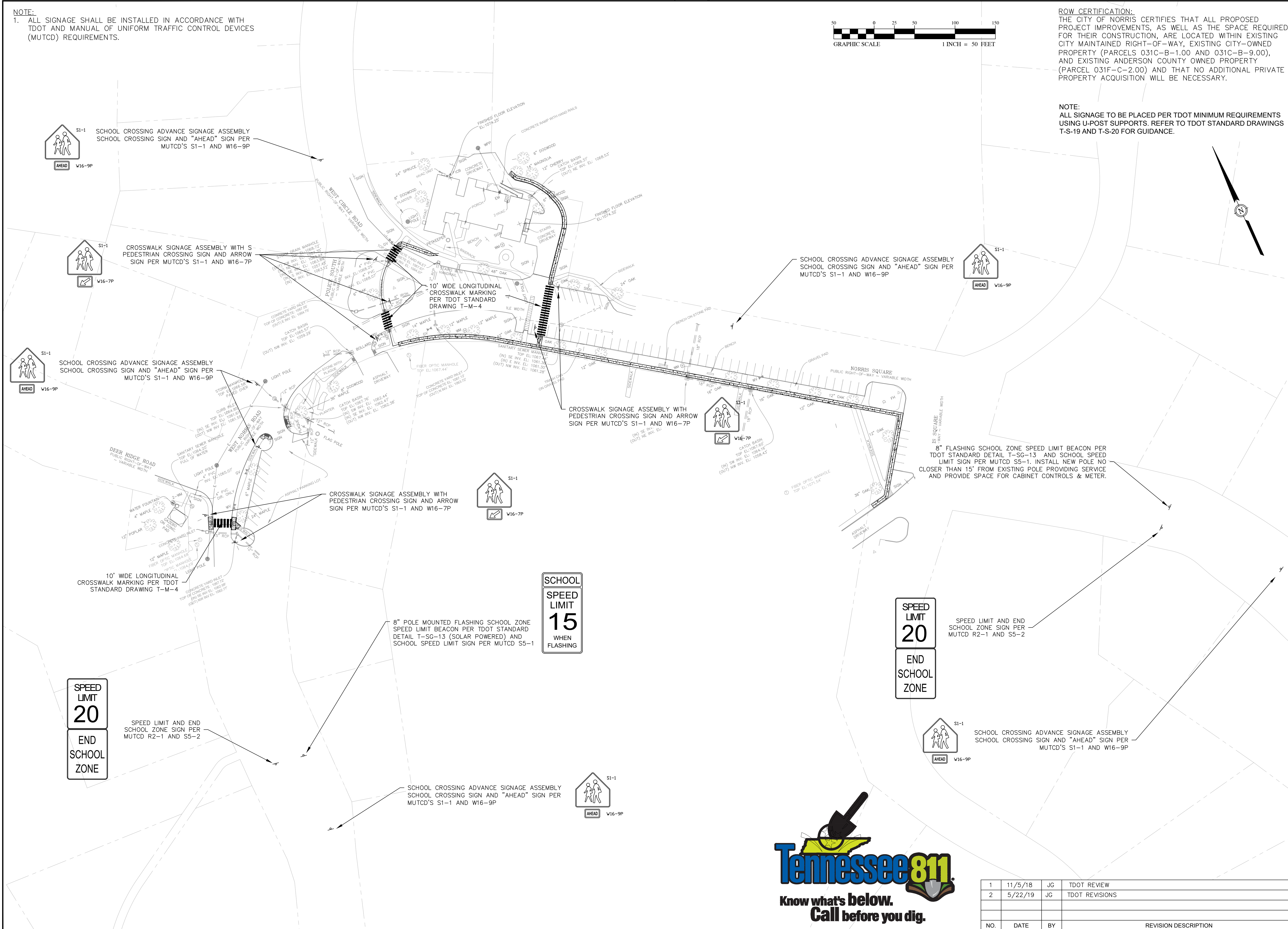


SAFE ROUTES TO SCHOOL APPLICATION  
**CITY OF NORRIS**  
ANDERSON COUNTY, TENNESSEE

JOB NO.: 140827.000  
DATE: NOV 2018  
DESIGNED BY: JG  
CADD BY: SHB  
DESIGN REVIEW:  
CONST. REVIEW:  
Norris SRTS - Base - TDOT  
REV.dwg

STRIPING AND  
SIGNAGE PLAN

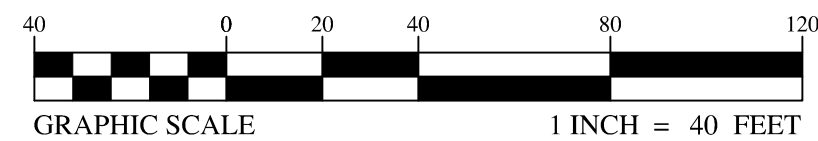
SHEET  
**6A**



NO.	DATE	BY	REVISION DESCRIPTION
1	11/5/18	JG	TDOT REVIEW
2	5/22/19	JG	TDOT REVISIONS

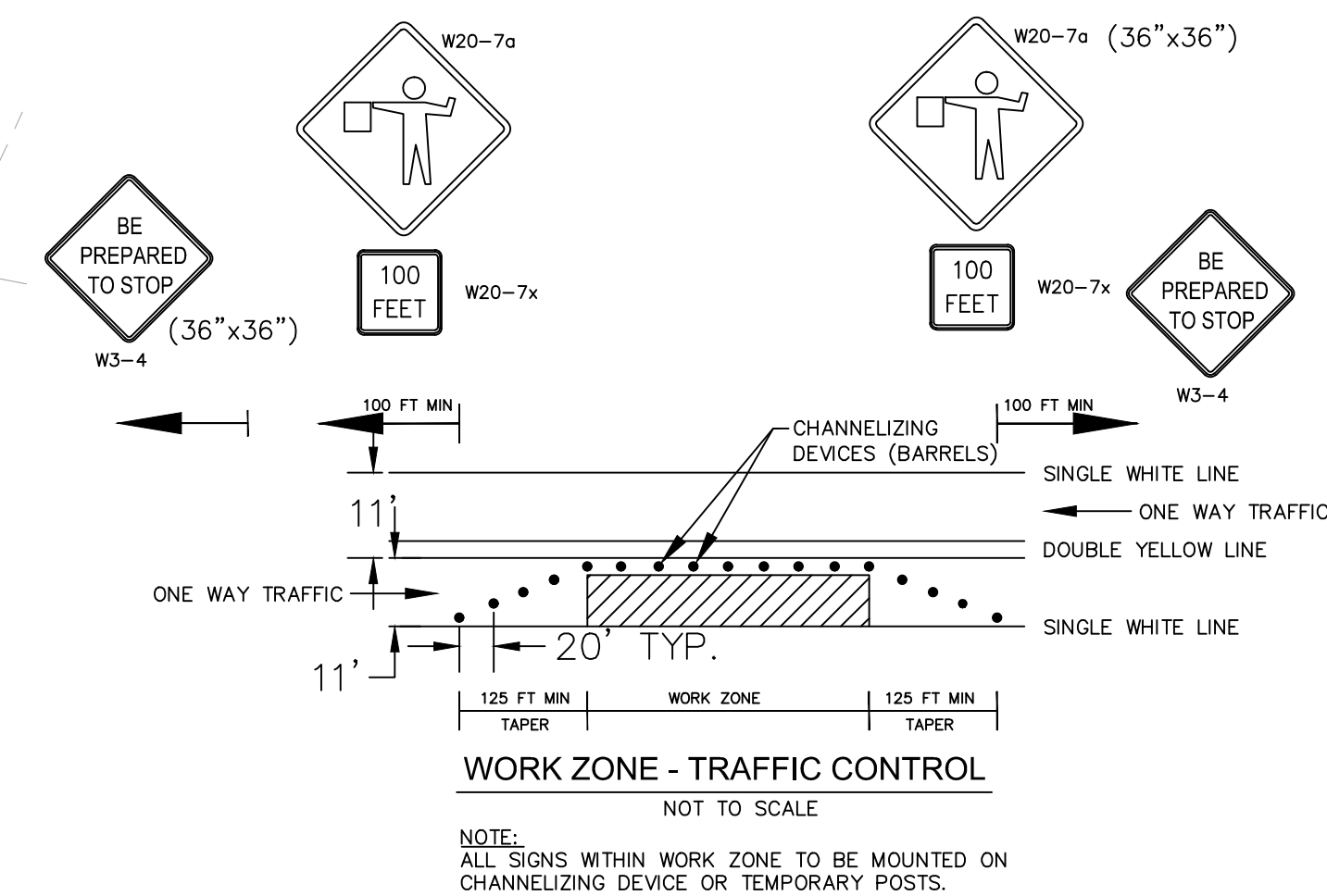


PLAN



NOTES:

1. CONTRACTOR TO PROVIDE FLAGMEN, ADVANCED SIGNAGE, AND DRUM DESIGNATED DELINEATION FOR ALL CONSTRUCTION WORK WITHIN OR DIRECTLY ADJACENT TO PUBLIC STREETS.
2. LANE CLOSURES SHALL BE LIMITED TO ONE LANE AT A TIME. WORK IS TO BE PHASED TO ALLOW PARTIAL ACCESS AT ALL TIMES.
3. ALL FLEXIBLE DRUMS SHALL HAVE A MINIMUM 20' SPACING.
4. ALL TEMPORARY LANES SHALL BE A MINIMUM 11' WIDE.
5. TRAFFIC CONTROL DEVICES FOR ALL ROADS SHALL MEET CURRENT TDOT AND MUTCD STANDARDS.
6. TRAFFIC CONTROL DEVICES SHOWN ARE A MINIMUM REQUIREMENT. ADDITIONAL CONTROLS MAY BE REQUIRED DURING CONSTRUCTION AND SHALL MEET CURRENT TDOT AND MUTCD STANDARDS.
7. CONTRACTOR SHALL PROVIDE "FLAGMAN AHEAD" SIGN (MUTCD W20-7) IN THE EVENT FLAGGING BECOMES NECESSARY.
8. CONTRACTOR SHALL PROVIDE ALL PROPERTY OWNERS ACCESS TO PRIVATE DRIVES FOR THE DURATION OF THE PROJECT. IN THE EVENT A PRIVATE DRIVE MUST BE CLOSED, CONTRACTOR SHALL PROVIDE PROPERTY OWNER WITH 2 DAYS ADVANCED NOTICE.
9. ALL SIGNS TO BE REMOVED OR COVERED WHEN CONDITIONS NECESSITATING THEIR USE ARE NOT PRESENT.
10. ALL SIGNS TO MEET MUTCD CONVENTIONAL ROAD SIZE REQUIREMENTS.
11. AT INTERSECTIONS AND ANY OTHER AREAS WHERE WORK IS PROPOSED AND TRAFFIC CONTROL MEASURES ARE NOT CALLED FOR, TRAFFIC CONTROL MEASURES, INCLUDING BARRELS, FLAGMEN AND SIGNS, SHALL BE USED AS NECESSARY.



▨ - DENOTES WORK AREA WITHIN ROW



SAFE ROUTES TO SCHOOL APPLICATION  
**CITY OF NORRIS**  
ANDERSON COUNTY, TENNESSEE

JOB NO.: 140627.000  
DATE: APRIL 2018  
DESIGNED BY: JG  
CADD BY: SHB  
DESIGN REVIEW:  
CONST. REVIEW:  
Norris\_SPTS - Base - BH  
11.28.18.dwg

TRAFFIC CONTROL PLAN

SHEET  
**7A**



NO.	DATE	BY	REVISION DESCRIPTION
1	11/5/18	JG	TDOT REVIEW



**EXHIBIT "A"**

**Infrastructure Budget**

**CONTRACT NO.:** 160060

**PROJECT IDENTIFICATION NO.:** 122230.00

**PROJECT DESCRIPTION:** Norris Middle and Elementary Schools: Construction of approximately 400 linear feet of 10-foot wide walking trail. Project also includes approximately 15 raised and non-raised crosswalks, flashing signals and ADA accessibility. The purpose of the project is not location dependent. The purpose of this project shall be accomplished in accordance with the project application, budget and/or scope of work on which approval of the project was based and AASHTO standards. The application, budget and/or scope of work may be amended from time to time as agreed to by the parties and when amended will serve as the revised project standard.

**TYPE OF WORK:** Bicycle/Pedestrian Facility

**FUNDING:**

PHASE	FUNDING SOURCE	FED %	STATE %	AGENCY %	ESTIMATED COST
PE - NEPA	Safe Routes To School (SRTS)	100	0	0	\$8,000.00
PE - Final Design	Safe Routes to School (SRTS)	100	0	0	\$11,158.00
ROW	Safe Routes to School (SRTS)	100	0	0	\$1,000.00
CONST	Safe Routes to School (SRTS)	100	0	0	\$139,484.00
CONST- TDOT Engineering Services	Safe Routes to School (SRTS)	100	0	0	\$5,580.00

**INELIGIBLE COST:** One hundred percent (100%) of the actual cost will be paid from Agency funds following expenditure of the funds shown herein above or if the use of said federal funds is ruled ineligible at any time by the Federal Highway Administration.

The Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) provides funding for the development of the herein-described project as denoted above, which is comprised of 100% federal funds.

**LEGISLATIVE AUTHORITY:** The Safe Routes to School Program under Section 1404 of the SAFETEA-LU (23 U.S.C. 402; Public Law 109-59) and Section 1122 of the Moving Ahead For Progress In The 21ST Century Act (23 U.S.C. 213, Public Law 112-141).

**PROJECT FUNDING AND SCOPE LIMITATION:** Once the project is completed per the application and description above, all remaining federal funds will revert to the Department. Project scope revisions and/or additions outside the Safe Routes to School activity are prohibited. Limited project scope revisions consistent with the awarded activity must be reviewed and approved by the Department.

**TDOT ENGINEERING SERVICES (TDOT ES):** In order to comply with all federal and state laws, rules, and regulations, the TDOT Engineering Services line item in Exhibit A is placed there to ensure that TDOT's expenses associated with the project during construction are covered. The anticipated TDOT expenses include but are not necessarily limited to Construction Inspection and Materials and Testing Expenses (Quality Assurance Testing).

For federal funds included in this contract, the CFDA Number is 20.205, Highway Planning and Construction funding provided through an allocation from the US Department of Transportation.

**City of Norris  
Safe Routes to Schools  
Bid Schedule**

Locally Managed Project  
PIN #: 122230.00  
State Const #: 01LPLM-F1-033

ITEM NO.	DESCRIPTION	UNITS	QUANTITY	UNIT COST	TOTAL AMOUNT
(1) 202-03	REMOVAL OF RIGID PAVEMENT, SIDEWALK, ETC.	S.Y.	530	\$ 50.00	\$ 26,500.00
(2) 203-04	PLACING AND SPREADING TOPSOIL	C.Y.	90	\$ 25.00	\$ 2,250.00
209-08.03	TEMPORARY SILT FENCE (WITHOUT BACKING)	L.F.	280	\$ 5.00	\$ 1,400.00
209-09.43	CURB INLET PROTECTION (TYPE 4)	EACH	1	\$ 500.00	\$ 500.00
303-01	MINERAL AGGREGATE, TYPE A BASE GRADING D	TON	130	\$ 50.00	\$ 6,500.00
701-01.01	CONCRETE SIDEWALK (4")	S.F.	5080	\$ 15.00	\$ 76,200.00
701-02.01	CONCRETE CURB RAMP (RETROFIT)	S.F.	320	\$ 50.00	\$ 16,000.00
701-02.03	CONCRETE CURB RAMP	S.F.	40	\$ 50.00	\$ 2,000.00
702-01	CONCRETE CURB	C.Y.	1.5	\$ 2,000.00	\$ 3,000.00
713-16.20	SIGNS (SCHOOL ZONE S1-1)	EACH	15	\$ 650.00	\$ 9,750.00
713-16.21	SIGNS (SCHOOL SPEED LIMIT S5-1)	EACH	2	\$ 650.00	\$ 1,300.00
713-16.22	SIGNS (END SCHOOL ZONE S5-2)	EACH	2	\$ 650.00	\$ 1,300.00
713-16.23	SIGNS (SPEED LIMIT R2-1)	EACH	2	\$ 650.00	\$ 1,300.00
713-16.24	SIGNS (ARROW W16-7P)	EACH	8	\$ 650.00	\$ 5,200.00
713-16.25	SIGNS (AHEAD W16-9P)	EACH	7	\$ 650.00	\$ 4,550.00
716-02.09	PLASTIC PAVEMENT MARKING (LONGITUDINAL CROSS-WALK)	L.F.	112	\$ 60.00	\$ 6,720.00
716-08.03	REMOVAL OF PAVEMENT MARKING (CROSS-WALK)	L.F.	108	\$ 20.00	\$ 2,160.00
(3) 716-10.30	TRUNCATED DOME DETECTABLE WARNING MAT	S.F.	48	\$ 65.00	\$ 3,120.00
717-01	MOBILIZATION	LS	1	\$ 10,000.00	\$ 10,000.00
(4) 730-01.08	SCHOOL SPEED LIMIT FLASHING SIGNAL INSTALLED	EACH	2	\$ 9,000.00	\$ 18,000.00
801-01	SEEDING (WITH MULCH)	UNIT	4	\$ 500.00	\$ 2,000.00
801-01.07	TEMPORARY SEEDING (WITH MULCH)	UNIT	3	\$ 500.00	\$ 1,500.00
801-03	WATER (SEEDING AND SODDING)	M.G.	3	\$ 500.00	\$ 1,500.00
805-12.03	EROSION CONTROL BLANKET (TYPE III)	S.Y.	328	\$ 10.00	\$ 3,280.00
<b>TOTAL CONSTRUCTION COST:</b>				\$	\$ 206,030
<b>TOTAL CONSTRUCTION COST (IN WORDS):</b>					

- NOTES:
- UTILITY ADJUSTMENTS SURROUNDING LINE ITEM 202-03 WITHIN PUBLIC RIGHT-OF-WAY (INCLUDING BUT NOT LIMITED TO POLES, GUY WIRES, VALVES AND BOXES) MUST BE MADE BY THE APPROPRIATE UTILITY COMPANY.
  - PLACING & SPREADING TOPSOIL LINE ITEMS (#203-04) ALSO INCLUDES ALL NECESSARY TOPSOIL STRIPPING & STOCKPILING.
  - CONCRETE CURB RAMP LINE ITEMS (#701-02.01 & 701.02.03) INCLUDE TRUNCATED DOME DETECTABLE WARNING MAT IN CALCULATION AND IS NOT INCLUDED IN THE LINE ITEM (716-10.30) QUANTITY.
  - SCHOOL SPEED LIMIT FLASHING SIGNAL LINE ITEM (#730-01.08) INCLUDES SIGN, MOUNTING POLE, POLE FOUNDATION, CONTROLLER CABINET, FLASHING BEACON, MOUNTING HARDWARE, WIRING, ELECTRICAL SERVICE AND ALL OTHER EQUIPMENT AND WORK NECESSARY TO COMPLETE A FULLY OPERATIONAL SYSTEM THAT COMPLIES WITH TDOT AND MUTCD REQUIREMENTS.



**Stormwater Fund Balance Report**

	2024-25 Budget	2024-25 Jul Actual	2024-25 Aug Actual	2024-25 Sep Actual	2024-25 Oct Actual	2024-25 Nov Actual	2024-25 Dec Actual	2024-25 Jan Actual	2024-25 Feb Actual	2024-25 Mar Actual	2024-25 April Actual	2024-25 May Actual	2024-25 June Actual	2024-25 Actual
Revenues	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses	\$ 36,005	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Ending Fund Balance	\$ 995	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Norris City Council Meeting Packet

**Stormwater Fund Expenses**

	2024-25 Budget	2024-25 Jul Actual	2024-25 Aug Actual	2024-25 Sep Actual	2024-25 Oct Actual	2024-25 Nov Actual	2024-25 Dec Actual	2024-25 Jan Actual	2024-25 Feb Actual	2024-25 Mar Actual	2024-25 April Actual	2024-25 May Actual	2024-25 June Actual	2024-25 Actual
110 Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
112 Overtime Personnel	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
114 PT Personnel	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
137 Certification Bonus	\$ 750	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
141 Payroll Taxes	\$ 134	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
142 Hospital & Health Ins	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
143 Retirement	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
148 Employee Education & Training	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
260 Repairs & Maintenance Services	\$ 8,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
291 Physical/Drug Testing	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
320 Operating Supplies	\$ 500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
900 Capitol Outlay	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 36,005</b>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Norris City Council Meeting Packet

**Stormwater Fund Revenue**

	2024-25 Budget	2024-25 Jul Actual	2024-25 Aug Actual	2024-25 Sep Actual	2024-25 Oct Actual	2024-25 Nov Actual	2024-25 Dec Actual	2024-25 Jan Actual	2024-25 Feb Actual	2024-25 Mar Actual	2024-25 April Actual	2024-25 May Actual	2024-25 June Actual	2024-25 Actual
Collection Charges	\$ 37,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Miscellaneous Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Total</b>	<b>\$ 37,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**ORDINANCE NUMBER 673**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024**

**WHEREAS,** the budget process is one of the most important activities undertaken by governments for the public welfare with the budget process being used to make program services and capital decisions and allocate scarce resources to programs, services, and capital; and

**WHEREAS,** Tennessee Code Annotated § 6-56-208 allows the governing body to amend the annual budget ordinance in the same manner as any other ordinance may be; and

**WHEREAS,** the Municipal Budget Law of 1982 requires that the governing body of each municipality adopt and operate under an annual budget ordinance presenting a financial plan with at least the information required by that state statute, that no municipality may expend any moneys regardless of the source except in accordance with a budget ordinance and that the governing body shall not make any appropriation in excess of estimated available funds; and

**WHEREAS,** the budget ordinance is the legal document whereby the governing body appropriates funds and thereby gives the legal authority for expenditures of the City as required by state law.

**NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORRIS, TENNESSEE THAT THE FOLLOWING AMENDMENTS ARE MADE TO THE BUDGET ORDINANCE FOR THE FISCAL YEAR ENDING JUNE 30, 2024:**

**SECTION 1:** Ordinance 648 is hereby amended as follows:

General Fund	Description	Increase/(Decrease)
Revenue		
<u>110-37199 (Gen Rev)</u>	Misc. Revenue	\$25,000
Total Revenue		\$25,000
Expenditures		
45160-329 (Animal Shelter)	Op Supplies	\$2,500
42000-112 (Police)	Overtime	\$16,000
41800-260 (Com BLDG)	Repair & Maintenance	\$15,000
41000-253 (Gen Gov)	Accounting	\$1,000
41000-250 (Gen Gov)	Prof Services	\$3,000
41900-260 (McNeeley BLDG)	Repair & Maint.	\$12,000
<u>43000-940 (Public Works)</u>	Capital Outlay	\$27,000
Total Expenditures		\$76,500

Water Works Fund	Description	Increase/(Decrease)
Expenditures		
52213-934 (WW Treatment)	Drainage & Sewage	\$15,000
52317-510 (General Admin)	Liability Ins	\$7,900
52317-250 (General Admin)	Prof Services	\$4,100
<u>52317-900 (General Admin)</u>	Capital Outlay	\$27,000
Total Expenditures		\$54,000

Watershed Fund	Description	Increase/(Decrease)
Revenue		
123-36690 (Watershed)	Wood Permits	\$42,000
123-36693 (Watershed)	Rifle Range Permits	\$5,000
Total Revenue		\$47,000
Expenditures		
<b>45100-259 (Watershed)</b>	<b>Other Prof. Services</b>	<b>\$4,200</b>
<b>45100-265 (Watershed)</b>	<b>Repair &amp; Maint</b>	<b>\$1,500</b>
45100-900 (Watershed)	Capital Outlay	\$27,000
Total Expenditures		\$32,700

Solid Waste Fund	Description	Increase/(Decrease)
Expenditures		
43230-249 (Solid Waste)	Refuse	\$9,000
Total Expenditures		\$9,000

Street Aid Fund	Description	Increase/(Decrease)
Revenue		
121-36100 (Street Aid)	Interest	\$5,250
Total Revenue		\$5,250

**SECTION 2:** The City Council of the City of Norris authorizes the City Recorder to make said changes in the account system.

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager



RESOLUTION NO. 6-2024

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS AND CHRIS FRITH FOR SOUND SERVICES OF NORRIS LITTLE THEATRE 75<sup>TH</sup> ANNIVERSARY THEATRE PRODUCTION

WHEREAS, the City of Norris created the Norris Little Theatre for the purpose of conducting public theatre events, and;

WHEREAS, it is the desire of the Norris Little Theatre the City contract for the services of Chris Frith to provide sound management for a play as described within the agreement, and;

WHEREAS, the Council of the City of Norris desires to enter into a contract with Chris Firth to complete said work,

**NOW, THEREFORE BE IT RESOLVED** that in consideration of the mutual covenants herein contained, the Council of the City of Norris shall enter into a Contract with Chris Frith, attached hereto, and the Mayor is hereby authorized to execute said Contract on behalf of the City.

**BE IT FURTHER RESOLVED**, that all resolutions and partial resolutions in conflict herewith would be and that the same hereby are repealed or modified as the case may be.

**BE IT FURTHER RESOLVED**, that this Resolution shall take effect from and after its adoption, welfare demanding it.

Passed and approved this 8<sup>th</sup> day of April, 2024.

\_\_\_\_\_  
Mayor

Attest

\_\_\_\_\_  
City Recorder

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of April 8, 2024

\_\_\_\_\_  
City Recorder

**ORDINANCE 674**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 1, WATERSHED DEPARTMENT TO ORGANIZE QUORUM AND ANNUAL REPORT**

**WHEREAS,** the Watershed Department was established to operate and manage the Norris Watershed; and

**WHEREAS,** the City Council of the City of Norris wishes to clarify certain operational elements of the Watershed Department.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 20, Chapter 1, Watershed Department be amended by modifying section 20-107. Annual report, as follows:

20-107. Annual report. The department shall submit an annual report to council within **four (4)** weeks after the close of each **calendar** year. This report shall summarize accomplishments for the year and reconcile activities and expenditures with those planned and approved in advance.

**SECTION 1:** Title 20, Chapter 1, Watershed Department be amended by adding the additional language to the end of section 20-102. Governing board:

**A majority of the members shall be a quorum for the transaction of business.**

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

**ORDINANCE 675**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 5, ANIMAL SHELTER COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT**

**WHEREAS,** the Animal Shelter Commission was established to operate and maintain temporary holding facilities for dogs and cats; and

**WHEREAS,** the City Council of the City of Norris wishes to clarify certain details about the Animal Shelter Commission.

**NOW THEREFORE BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 2, Chapter 5, Section 2-505. Annual Report shall be amended as follows:

**2-505. Annual report.** The commission shall submit an annual report to council within **four (4)** weeks after close of each **calendar** year. This report shall summarize accomplishments for the year. The commission shall also submit in its annual report a work plan for council’s approval. The plan will include public education, volunteer, recruitment, and supervision.

**SECTION 2:** Title 2, Chapter 5, Animal Shelter Commission shall be amended by adding additional language to 2-504. General powers and duties:

**A commission chairperson, vice-chairperson, and secretary shall be elected by the governing commission. Terms of said officers shall be for one (1) year, and shall be elected in January of each year.**

**A majority of the members shall be a quorum for the transaction of business.**

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager



**ORDINANCE 676**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 3, NORRIS ARCHIVES TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT**

**WHEREAS,** the Norris Archives were established to have custody, direction, and control of archives material; and

**WHEREAS,** the City Council of the City of Norris wishes to organize elements of the Norris Archives.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 20, Chapter 3, Norris Archives shall be amended by adding the additional Section 20-303. General powers and duties:

**20-303. General powers and duties. A committee chairperson, vice-chairperson, and secretary shall be elected by the governing commission. Terms of said officers shall be for one (1) year, and shall be elected in January of each year.**

**A majority of the members shall be a quorum for the transaction of business.**

**SECTION 2:** Title 20, Chapter 3, Norris Archives shall be amended by adding the additional section 20-304. Gifts for archives purposes:

**20-304. Annual report. The committee shall submit an annual report to council within four (4) weeks after close of each calendar year. This report shall summarize accomplishments for the year. The committee shall also submit in its annual report a work plan for council's approval. The plan will include public education, volunteer, recruitment, and supervision.**

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

**ORDINANCE 677**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 2, COMMUNITY DEVELOPMENT BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT**

**WHEREAS,** the Community Development Board was established to promote the enhancement of Norris’ natural, historical, and economic resources by engaging with and educating the public, acting as a “think tank,” and strengthening connections between the City of Norris and other governments, businesses, and development initiatives; and

**WHEREAS,** the City Council of the City of Norris wishes to clarify certain details about the Community Development Board.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 2, Chapter 2, Section 2-205 shall be amended as follows:

2-205. Annual report. The commission shall submit an annual report to council within **four (4)** weeks after close of each **calendar** year. The plan will include accomplishments and problems of the board for the year.

**SECTION 2:** Title 2, Chapter 2, Section 2-202 shall be amended as follows:

2-202(3). Compensation and quorum. Both voting and non-voting members shall serve without pay. A quorum of the board shall consist of **a majority of** voting members.

**SECTION 3:** Title 2, Chapter 2, Section 2-204 shall be amended by adding the following:

**The officers shall include a chairperson, vice-chairperson, and secretary elected by the governing commission.**

**Terms of said officers shall be for one (1) year, and shall be elected in January of each year. A majority of the members shall be a quorum for the transaction of business.**

**SECTION 4:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 5:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 6:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_  
Public Hearing: \_\_\_\_\_  
Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

**ORDINANCE 678**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 7, NORRIS LITTLE THEATRE BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT**

**WHEREAS,** the Recreation Commission was established to conduct a supervised recreation program for residents within the City of Norris; and

**WHEREAS,** the City Council of the City of Norris wishes to clarify certain details about the Recreation Commission.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 2, Chapter 7, Norris Little Theatre Board be shall be amended by modifying Section 2-703. Operation:

2-703. Operation. The board shall choose its own officers, make its own rules and regulations, and keep a journal of its proceedings. **The officers shall include a chairperson, vice-chairperson, and secretary elected by the governing commission. The commission officers shall additionally include an “artistic director” who shall have veto powers regarding decisions of a creative nature.** Terms of said officers shall be for one (1) year, and shall be elected in January of each year. A majority of the members shall be a quorum for the transaction of business.

**SECTION 2:** Title 2, Chapter 7, Norris Little Theatre Board be amended by adding the additional section 2-706. Annual report:

**2-706. Annual report. The commission shall submit an annual report to council within four (4) weeks after close of each calendar year. This report shall summarize accomplishments for the year. The commission shall also submit in its annual report a work plan for council’s approval. The plan will include public education, volunteer, recruitment, and supervision.**

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

**ORDINANCE 679**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 1, RECREATION COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT**

**WHEREAS,** the Recreation Commission was established to conduct a supervised recreation program for residents within the City of Norris; and

**WHEREAS,** the City Council of the City of Norris wishes to clarify certain details about the Recreation Commission.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 2, Chapter 1, Recreation Commission be shall be amended by adding additional language to 2-102. General powers and duties:

**A commission chairperson, vice-chairperson, and secretary shall be elected by the governing commission. Terms of said officers shall be for one (1) year, and shall be elected in January of each year.**

**A majority of the members shall be a quorum for the transaction of business.**

**SECTION 2:** Title 2, Chapter 3, Tree Commission be amended by adding the additional section 2-105. Annual report:

**2-311. Annual report. The commission shall submit an annual report to council within four (4) weeks after close of each calendar year. This report shall summarize accomplishments for the year. The commission shall also submit in its annual report a work plan for council's approval. The plan will include public education, volunteer, recruitment, and supervision.**

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

**ORDINANCE 680**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 3, TREE COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT**

**WHEREAS,** the Tree Commission was established to administer a plan for the planting, maintenance, and removal of trees or other growth on all municipal lands within the City of Norris; and

**WHEREAS,** the City Council of the City of Norris wishes to clarify certain details about the Tree Commission.

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Title 2, Chapter 3, Tree Commission be shall be amended by adding additional language to 2-303. Operation:

**A commission chairperson, vice-chairperson, and secretary shall be elected by the governing commission. Terms of said officers shall be for one (1) year, and shall be elected in January of each year.**

**A majority of the members shall be a quorum for the transaction of business.**

**SECTION 2:** Title 2, Chapter 3, Tree Commission be amended by adding the additional section 2-311. Annual report:

**2-311. Annual report. The commission shall submit an annual report to council within four (4) weeks after close of each calendar year. This report shall summarize accomplishments for the year. The commission shall also submit in its annual report a work plan for council's approval. The plan will include public education, volunteer, recruitment, and supervision.**

**SECTION 3:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 4:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 5:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Adopted First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

Ordinance 681

AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE *INTERNATIONAL BUILDING CODE*

WHEREAS, the City of Norris has adopted the 2015 edition of the *International Building Code (IBC)* published by the International Codes Council (ICC); and

WHEREAS, Tennessee Code Annotated § 68-120-101 requires adopted building construction safety codes to be current within seven years of the most recent publications; and

WHEREAS, the most recent publications of the ICC Codes are from 2024.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Norris Tennessee that:

Section 1. Section 12-101. Building code adopted of the Norris Municipal Code is amended to replace the words and figures “2015 edition, as published by the International Code Council, with the deletion of Part VI (Gas Inspections), Part VIII (Electrical Inspections)” with “2024 edition.”

Section 2. Section 12-106. Exception of the Norris Municipal code is amended to replace the words and figures “2015 edition” with “2024 edition.”

Section 3. This ordinance shall take effect and be in force from and after its approval as required by law.

Passed 1<sup>st</sup> Reading \_\_\_\_\_

Public Hearing \_\_\_\_\_

Passed 2<sup>nd</sup> Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager

Ordinance 682

AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE *INTERNATIONAL PLUMBING CODE*

WHEREAS, the City of Norris has adopted the 2015 edition of the *International Plumbing Code (IPC)* published by the International Codes Council (ICC); and

WHEREAS, Tennessee Code Annotated § 68-120-101 requires adopted building construction safety codes to be current within seven years of the most recent publications; and

WHEREAS, the most recent publications of the ICC Codes are from 2024.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Norris Tennessee that:

Section 1. Section 12-201. Plumbing code Adopted of the Norris Municipal Code is amended to replace the words and figures “2015 edition, as published by the International Code Council, with the deletion of Part VI (Gas Inspections), Part VIII (Electrical Inspections)” with “2024 edition.”

Section 2. Section 12-205. Exception of the Norris Municipal code is amended to replace the words and figures “2015 edition” with “2024 edition.”

Section 3. This ordinance shall take effect and be in force from and after its approval as required by law.

Passed 1<sup>st</sup> Reading \_\_\_\_\_

Public Hearing \_\_\_\_\_

Passed 2<sup>nd</sup> Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager

Ordinance 683

AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE *INTERNATIONAL RESIDENTIAL CODE*

WHEREAS, the City of Norris has adopted the 2015 edition of the *International Residential Code (IRC)* published by the International Codes Council (ICC); and

WHEREAS, Tennessee Code Annotated § 68-120-101 requires adopted building construction safety codes to be current within seven years of the most recent publications; and

WHEREAS, the most recent publications of the ICC Codes are from 2024.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Norris Tennessee that:

Section 1. Section 12-301. Residential code adopted of the Norris Municipal Code is amended to replace the words and figures “2015 edition, as published by the International Code Council, with the deletion of Part VI (Gas Inspections), Part VIII (Electrical Inspections)” with “2024 edition.”

Section 2. Section 12-304. Exception of the Norris Municipal code is amended to replace the words and figures “2015 edition” with “2024 edition.”

Section 3. This ordinance shall take effect and be in force from and after its approval as required by law.

Passed 1<sup>st</sup> Reading \_\_\_\_\_

Public Hearing \_\_\_\_\_

Passed 2<sup>nd</sup> Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager



Ordinance 684

AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE *INTERNATIONAL MECHANICAL CODE*

WHEREAS, the City of Norris has adopted the 2015 edition of the *International Mechanical Code (IMC)* published by the International Codes Council (ICC); and

WHEREAS, Tennessee Code Annotated § 68-120-101 requires adopted building construction safety codes to be current within seven years of the most recent publications; and

WHEREAS, the most recent publications of the ICC Codes are from 2024.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Norris Tennessee that:

Section 1. Section 12-501. Mechanical code adopted of the Norris Municipal Code is amended to replace the words and figures “2015 edition, as published by the International Code Council, with the deletion of Part VI (Gas Inspections), Part VIII (Electrical Inspections)” with “2024 edition.”

Section 2. Section 12-504. Exception of the Norris Municipal code is amended to replace the words and figures “2015 edition” with “2024 edition.”

Section 3. This ordinance shall take effect and be in force from and after its approval as required by law.

Passed 1<sup>st</sup> Reading \_\_\_\_\_

Public Hearing \_\_\_\_\_

Passed 2<sup>nd</sup> Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager

Ordinance 685

AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE 2018 EDITION OF THE *INTERNATIONAL ENERGY CONSERVATION CODE*

WHEREAS, the City of Norris has adopted the 1992 edition of the *Model Energy Code* published by the Council on American Building Officials; and

WHEREAS, the state minimum standard for energy conservation code is the 2018 Edition of the *International Energy Conservation Code* published by the International Codes Council.

NOW THEREFORE BE IT ORDAINED by the City Council of the City of Norris Tennessee that:

Section 1. Title 12, Chapter 4 Model Energy Code is hereby repealed and replaced with the attached Exhibit A.

Section 2. This ordinance shall take effect and be in force from and after its approval as required by law.

Passed 1<sup>st</sup> Reading \_\_\_\_\_

Public Hearing \_\_\_\_\_

Passed 2<sup>nd</sup> Reading \_\_\_\_\_

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Manager

## **EXHIBIT A**

### CHAPTER 4

#### ENERGY CONSERVATION CODE

##### SECTION

12-401. Energy conservation code adopted

12-402. Modifications

12-403. Available in manager's office

12-404. Violation and penalty

12-401. Energy conservation code adopted. Pursuant to authority granted by *Tennessee Code Annotated* §§ 6-54-501 through 6-54-506, and for the purpose of regulating the design and construction of buildings for the effective use and conservation of energy over the useful life of each building, the *International Energy conservation Code* 2018 edition, as prepared and maintained by the International Codes Council, is hereby adopted and incorporated by reference as a part of this code, and is hereinafter referred to as the energy conservation code.

12-402. Modifications. Wherever the energy conservation code refers to the "Building Official" it shall mean the person appointed or designated by the city manager to administer and enforce the provisions of the housing code. Wherever the "Chief Appointing Authority" is referred to it shall mean the city manager.

12-403. Available in manager's office. Pursuant to the requirements of *Tennessee Code Annotated* § 6-54-502, one (1) copy of the plumbing code has been placed on file in the city manager's office and shall be kept there for the review and inspection of the public.

12-404. Violations and penalty. It shall be unlawful for any person to violate or fail to comply with any provision of the *Internation Energy Conservation Code* as herein adopted by reference and modified. The violation of any section of this chapter shall be punishable by a penalty of up to fifty dollars (\$50). Each day a violation is allowed to continue shall constitute a separate offense.



RESOLUTION NO. 8-2024

A RESOLUTION APPROVING THE NORRIS PARKS AND RECREATION MASTER PLAN

WHEREAS, the City of Norris has contracted Community Development Partners to assist in the development of a parks and recreation master plan; and

WHEREAS, the Norris Parks and Recreation Master Plan has been developed through multiple public meetings, public surveys, and a needs assessment; and

WHEREAS, the Norris City Council wishes to adopt the Norris Parks and Recreation Master Plan to serve as a blueprint for parks and recreation improvements in the City of Norris.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norris, Tennessee that the City of Norris 2024 Parks and Recreation Master Plan.

Passed and approved this 8<sup>th</sup> day of April 2024.

\_\_\_\_\_  
Mayor

Attest

\_\_\_\_\_  
City Recorder

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of April 8, 2024.

\_\_\_\_\_  
City Recorder



STATE OF TENNESSEE  
**DEPARTMENT OF ENVIRONMENT AND CONSERVATION**

Division of Water Resources  
William R. Snodgrass Tennessee Tower  
312 Rosa L. Parks Avenue, 12<sup>th</sup> Floor  
Nashville, Tennessee 37243

November 2, 2023

Chris Mitchell  
PO Box 1090 Norris TN 37828

RE: City of Norris  
ARP Competitive Grant Application: Regionalization  
2023-9767

Dear Chris Mitchell,

Congratulations! The Tennessee Department of Environment and Conservation (TDEC) and the State Water Infrastructure Grants (SWIG) Program is excited to inform you and the Anderson County Water Authority, Clinton Utilities Board that your competitive grant for Regionalization has been fully approved. City of Norris will receive 100% of funding requested, totaling \$3,372,500.00.

In the coming weeks you will receive an official notice with a copy of the grant contract, which you and your partners should review before signing. We recommend that you carefully read all terms and conditions of the grant contract and contact our staff if you need clarification.

Grantees will need to work with the SWIG team to correct any application errors and ensure all categories are accurate, including budget categories. Only goods and services identified in the application and authorized in the grant contract will be funded. No-cost modifications will be the only adjustments allowed under this grant contract. If the project exceeds the grant budget, grantees should pursue a loan through the State Revolving Fund or other financial assistance to complete the scope of work before the contract end date of September 30, 2026.

As a reminder, the grant will expire on September 30, 2026, and all deliverables and construction projects must be finalized before the expiration date. Procurement for goods and services should begin once you receive the executed grant contract. Details on procurement procedures and other relevant information can be accessed in the [American Rescue Plan Grant Implementation Guide](#). Additional information on reimbursements, deliverables, and site inspections can also be found in the guidance document.

Finally, this is cause for a celebration! Securing this competitive grant for Regionalization will benefit the citizens in your community for years to come.

If you have any questions concerning this grant, please contact the SWIG team via email at [tdec.arp@tn.gov](mailto:tdec.arp@tn.gov).

Sincerely,

*Vena Jones*

Vena Jones  
Manager, State Water Infrastructure Grants  
Division of Water Resources  
CC: Paula Mitchell, Deputy Director DWR



RESOLUTION NO. 7-2024

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS AND CANNON & CANNON INC FOR ENGINEERING SERVICES OF THE CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND (SLFRF) OF THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION AMERICAN RESCUE PLAN ACT COMPETITIVE PROJECT

WHEREAS, the City of Norris has been notified by the Tennessee Department of Environment and Conservation of their award to study and design a regional solution to sanitary sewer; and

WHEREAS, the Norris City Council wishes to contract for engineering services related to potential sewer treatment regionalization and the study therein associated.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Norris, Tennessee, as follows:

Section 1. That the Mayor is hereby authorized to sign the finalized agreement with Cannon & Cannon Inc for engineering services associated with the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project.

Section 2. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Passed and approved this 8<sup>th</sup> day of April 2024.

\_\_\_\_\_  
Mayor

Attest

\_\_\_\_\_  
City Recorder

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of April 8, 2024.

\_\_\_\_\_  
City Recorder



March 13, 2024

The Honorable Chris Mitchell  
Mayor, City of Norris, TN  
P.O. Box 1090  
20 Chestnut Drive  
Norris, TN 37828

RE: City of Norris, ACWA, and CUB Wastewater Regionalization – ARP Competitive Grant  
Phase I – Regional Wastewater Master Plan  
Proposal for Engineering Services

Mayor Mitchell,

Cannon & Cannon, Inc. (CCI) appreciates the opportunity to prepare this proposal to provide professional engineering services to the City of Norris for design of the Norris, Anderson County Water Authority (ACWA), and Clinton Utilities Board (CUB) Sewer Regionalization Project, as funded by the federal American Rescue Plan Act (ARPA). This project represents a partnership between the three entities to improve wastewater availability, conveyance reliability, and treatment capacity between the three wastewater systems for the benefit of Anderson County's residents. In accordance with project requirements, the following is a summary of our proposed scope of work, fee structure, and project schedule.

We look forward to working with you on this project. Please do not hesitate to contact us with any questions or if you require additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read 'H. E. Daugherty', is written over a light blue circular stamp.

Houston E. Daugherty, P.E.  
Chief Executive Officer



## AUTHORIZATION TO PROCEED:

By: \_\_\_\_\_ Date: \_\_\_\_\_

Printed Name and Title: \_\_\_\_\_

- Attachments:
- CCI Standard Terms and Conditions (ARPA Funding)
  - State of Tennessee Byrd Anti-Lobbying Amendment Certification
  - State of Tennessee Certification Regarding Debarment, Suspension and Other Responsibility Matters
  - State of Tennessee Iran Divestment Act Certification
  - State of Tennessee Non-Boycott of Israel Certification





## PROJECT UNDERSTANDING

As part of a previous ARP projects, Anderson County chose to use a portion of its non-competitive ARPA funds to complete a utility survey and comprehensive map in order to better understand the existing limits/bottlenecks of the utility systems and determine areas where infrastructure improvements/growth could be targeted. All communities except for Oak Ridge participated in this effort. The results of the survey showed that sewer service is readily available within the incorporated areas but does not exist in most of the surrounding, unincorporated areas of Anderson County.

One area where sewer infrastructure is noticeably lacking is in the eastern part of the county. Currently, ACWA provides sewer service to Andersonville. However, to the northeast of Andersonville, along Andersonville Highway (SR-61), no public sanitary sewer service exists, despite readily available land and nearby access to Norris Lake. Adjacent to Andersonville to the west, the City of Norris (CLIENT) provides sewer service within its City limits, but Norris currently does not accept any sewer from adjacent communities.

As such, ACWA currently sends the majority of its sewer flows to CUB's Wastewater Treatment Plant (WWTP) via more than seventeen miles of 8-inch force main sewer, including several transfer pumping stations. Given this background, the regionalization project looks to provide the eastern Anderson County region, through efforts by Norris, CUB, and ACWA, with a plan to ensure their wastewater systems complement each other and provide the necessary infrastructure for responsible growth well into the future.

The City of Norris (CLIENT) has requested professional engineering services from Cannon & Cannon, Inc. (CCI or CONSULTANT) for the planning and design of various wastewater system improvements as outlined in the ARPA grant application. Considering the extensive nature of the long-term planning and design scope of work for this project, this agreement will provide the initial phase of planning level study evaluation and recommendations for subsequent detailed design phases. As such, the evaluation of initial planning study improvements includes:

1. Analyzing the option of re-routing a portion of ACWA wastewater flows to Norris' plant for treatment instead of to CUB. A portion of ACWA flows that currently are treated by CUB's plant would be removed, providing additional capacity at the CUB plant in the interim. Norris plant capacity would be analyzed to ensure all flows could be treated; and
2. Analyzing the option of abandoning the Norris treatment plant and re-routing all of Norris' wastewater flows to CUB through ACWA's system. Existing ACWA infrastructure would be analyzed and upgrades required to convey the flows would be identified; and
3. Analyzing the option of abandoning the Norris treatment plant and re-routing all of Norris' wastewater flows directly to CUB via force main bypassing ACWA's system completely; and



4. Analyzing the option of building a central “Regional Wastewater Treatment Facility” that collects and treats wastewater from Norris, ACWA, and CUB for eastern Anderson County.

This proposal includes engineering services including development of a regional wastewater master plan report, limited survey, permitting, and project management. Survey services include limited topographical field survey of the Norris WWTP. No easements are anticipated to be needed for this project. CLIENT along with ACWA and CUB have secured a Regionalization Grant from TDEC that is funded by the federal American Rescue Plan Act (ARPA), to pay for the investigation, planning, and design of the proposed project.

Based on this project understanding, the following scope of services is proposed:

## SCOPE OF WORK

### A. TASK 1 – REGIONAL WASTEWATER MASTER PLAN

The CONSULTANT will prepare a regional wastewater master plan that encompasses the following:

- i. Review the application documentation that was submitted to TDEC for grant acceptance;
- ii. Develop an outline for a regional wastewater facility master plan to determine what system information may be required from CLIENT and ACWA and CUB. The scope of work to be included in the master plan by the CONSULTANT includes:
  - Expanding the Norris WWTP and re-routing some or all of ACWA wastewater flows to Norris’ plant for treatment;
  - Abandoning the Norris WWTP and re-routing all of Norris’ wastewater flows to CUB through ACWA’s system;
  - Abandoning the Norris WWTP and re-routing all of Norris’ wastewater flows directly to CUB via new force main, bypassing ACWA’s system completely;
  - Building a central “Regional Wastewater Treatment Facility” that collects and treats wastewater from Norris, ACWA, and CUB for eastern Anderson County.
- iii. Coordinate with CLIENT and ACWA and CUB personnel for information required to complete the master plan report;
- iv. Conduct master plan report kickoff meeting with CLIENT to discuss and confirm objectives;
- v. Perform site visits of the CLIENT’s wastewater treatment plant, CUB wastewater treatment plant, and ACWA lift stations (3 maximum) within the northeast service area;
- vi. Collect and review data logger or similar data output of the 3 existing ACWA lift stations within the study area to evaluate pump run times and calculate approximate flow rates;
- vii. Review 3-years of Monthly Operating Reports (MORs) for the CLIENT’s wastewater treatment plant as well as CUB’s wastewater treatment plant;



- viii. Perform population projections to forecast anticipated population growth for northeast Anderson County. This includes currently unsewered areas to the east of Andersonville out to Norris Lake. Data from economic development institutes, as well as an analysis of developable land, will be reviewed to make recommendations on potential build-out, should wastewater service be extended;
- ix. Determine future wastewater flow projections for a 20-yr planning period within the northeast Anderson County study area. Per capita flow projections will be based on estimated wastewater flows as established by TDEC and utility industry standards;
- x. CONSULTANT will install up to two (2) temporary flow monitors at critical locations along the ACWA sewer system to capture and evaluate wastewater flows. This monitoring period is limited to 3 weeks or less. This data will be used for desktop analysis and, as such, no detailed hydraulic modeling will be performed;
- xi. Perform desktop analysis of existing gravity trunk sewer hydraulic capacities of ACWA trunk sewer starting at Andersonville along Highway 61 to the existing CUB lift station located on Buffalo Rd for a distance of approximately 10,000 LF and 40 manholes. This analysis includes excel based calculations and assumes all pipe inverts are accurate as contained within previously acquired GIS information used as part of the comprehensive Anderson County Utility Map. No hydraulic modeling or modeling software will be performed;
- xii. Perform pump station hydraulic evaluation of the existing ACWA Buffalo Road pump station, including analysis of 17 miles of existing force main connecting the station to the CUB wastewater treatment plant. Evaluation includes determining existing pump capacity and hydraulic capacity of the force main and potential for expandability. No detailed inspection or structural evaluation of the station will be performed;
- xiii. Perform hydraulic calculations for sizing a central lift station and forcemain at the existing Norris wastewater treatment plant to divert all Norris wastewater flows (raw sewage) to ACWA and CUB. This evaluation includes abandonment of the existing Norris wastewater plant. No detailed evaluation of the CUB wastewater treatment plant will be performed. This task is assumed to be performed by others;
- xiv. Once flow projections are finalized, CONSULTANT will review and update information as previously developed under the Norris WWTP Facility Plan (separate project) to account for additional flows under the regionalization alternative in which a portion of ACWA service area wastewater flows generally between Highway 441 thru Andersonville would be diverted to the Norris WWTP;
- xv. Updates to the Norris WWTP Facility Plan include evaluation and re-sizing of:
  - Equalization Tank and Storage;
  - Headworks;
  - New Biological Process Basin(s);
  - Digester Improvements;



- Dewatering Improvements;
- Disinfection Improvements;
- Outfall Pipe\*;
- Other miscellaneous improvements\*.

Note\* - Evaluation of process improvements and/or expansion at the Norris WWTP will be based on existing NPDES permit limits at POD at Buffalo Creek. No evaluation of tertiary treatment, filtration or chemical addition will be performed. No evaluation of new discharge limits or location will be performed. This can be provided as additional services should this alternative be selected by the CLIENT for further evaluation as part of WLA study efforts;

- xvi. Perform hydraulic calculations for sizing a central lift station and forcemain at the confluence of Highway 441 and Andersonville Highway to divert a portion of ACWA wastewater flows to the Norris WWTP;
- xvii. Evaluate site selection (up to 3 sites) for locating a new “Regional Wastewater Treatment Plant” which will collect and treat 100% of the flows from Norris, and a portion of flows from ACWA, and CUB generally confined to the corner of northeast Anderson County. The anticipated service area will be along I-75 and Anderson Highway. A new regional service area of approximately 15,000 acres (to be confirmed) is assumed for this study. Additional tasks associated with this alternative includes:
  - Determine projected wastewater flows within the regional service area;
  - Determine pump station and pipe routing for both influent lines to the new regional plant as well as effluent outfall lines to the new discharge location;
  - Perform desktop analysis of both hydraulic and biological processes needed for the regional plant to understand needed footprint;
  - Determine approximate shared costs and revenue generation of operating the new regional plant for Norris, ACWA, and CUB;
- xviii. Develop 15% concept schematic design of the proposed improvements for each alternative, including approximate location and capacities to be incorporated into report as exhibits;
- xix. Develop a master plan report in accordance with TDEC’s report requirements for ARPA funded projects. The master plan report outline will follow the Interagency Preliminary Engineering Memorandum template format;
- xx. CONSULTANT will also develop an opinion of probable construction cost (OPCC) for each alternative. CONSULTANT’S OPCC shall be based on concept preliminary design (AACE Class 4: Contingency of -10% to +30%);
- xxi. Calculate operation and maintenance costs (O&M) for each alternative to determine life cycle cost and present worth evaluation;
- xxii. Develop schedules for implementation of each alternative for planning and budget forecasting;
- xxiii. Submit the draft master plan report to CLIENT for review and comment;



- xxiv. Attend a meeting with CLIENT to review comments;
- xxv. Chair and present draft findings of the master plan to joint meeting between Norris, ACWA, Clinton and Anderson County;
- xxvi. Solicit input from all parties and incorporate comments into master plan report;
- xxvii. Revise and submit the revised master plan report to the CLIENT for final comments;
- xxviii. Submit the final master plan report to TDEC for review and acceptance; and
- xxix. Finalize the master plan report for subsequent design phases.

## B. TASK 2 – LIMITED SURVEY

CONSULTANT will provide limited topographical survey of the Norris WWTP site in order to verify available land area for potential expansion and improvements. This task will include the following:

- i. The property at the Norris WWTP is currently owned by CLIENT, and CONSULTANT has previously performed a boundary survey of the property. Field survey to support design of WWTP improvements will be necessary and include limited planimetric and topographic survey of the CLIENT's property and this new survey will update the data previously obtained as part of previous project. No boundary survey will be performed;
- ii. Planimetric and topographic survey area will be limited to approximately 4 acres generally covering the southeast corner of the existing property where proposed expansion would likely occur;
- iii. CONSULTANT will contact TDOT regarding existing right-of-way along state highway 441 to acquire drawings and/or mapping for evaluation;
- iv. CONSULTANT will contact TN One-Call so existing utilities are located and marked prior to field survey. CLIENT is responsible for marking their known utilities within the area to be surveyed;
- v. Planimetric and topographical survey will include features along the existing surface of the plant site. No measure downs within existing process basins or survey of hydraulic grade lines will be performed, however, it is anticipated these measurements will be performed as part of later tasks associated with detailed design of these improvements should this alternative be selected by the CLIENT. This effort would be considered additional services.

## C. TASK 3 – GENERAL TDEC PERMIT COORDINATION

CONSULTANT will provide general permit coordination with TDEC for basic inquiries of permitting requirements for all alternatives considered as part of regional master plan report including:

- i. Coordinate and perform basic communication with TDEC regarding permitting efforts and requirements. Communication is limited to general email and phone inquiries. Up to 2 virtual meetings and 1 in-person meeting is also anticipated for this task;
- ii. Determine anticipated permit requirements for new point of discharge (POD) at Buffalo Creek (current POD), Clinch River, and Norris Lake, to understand impacts to treatment



requirements for the Norris wastewater treatment plant. Solicit feedback from TDEC regarding waste load allocation study (WLA) requirements and whether desktop analysis is acceptable or if more detailed model verification and calibration will be required. No WLA study will be performed as part of this initial effort, but can be provided as part of future tasks and phases;

- iii. Coordinate and address comments received from agencies with CLIENT as part of master plan report review and revise as necessary.

#### D. **TASK 4 – PROJECT MANAGEMENT AND ARPA COORDINATION**

The CONSULTANT understands coordination with the grant funding administrator (Community Development Partners, LLC.) will be required throughout the initial phase of the project to ensure the project is meeting ARPA requirements. In addition, coordination with TDEC as part of this initial phase of the project will also be required. As such, the CONSULTANT will provide general project management duties in relation to grant funding requirements for this phase as outlined below:

- i. Initiate project setup and project management software including billing and invoice structure, resource planning and scheduling, and project file structure;
- ii. Perform necessary coordination with the grant administrator including contract setup, monthly reporting and invoicing;
- iii. Coordinate with TDEC as required for project approval including necessary revisions and acceptance of master plan report.

## **INFORMATION PROVIDED BY CLIENT**

CLIENT will do the following at CLIENT's expense and in a timely manner, so as to permit CONSULTANT's services to proceed expeditiously:

- Provide criteria and information as to CLIENT's requirements, including design objectives, space, capacity and performance requirements, expandability, and any budgetary limitations.
- Provide record drawings, GIS data, and locate and mark on ground existing buried water and sanitary sewer utilities at the Norris WWTP.
- Furnish to CONSULTANT data and professional interpretations prepared by, or services of others, including borings, probing and subsurface explorations, hydrographic surveys, laboratory tests and inspections of samples, materials and equipment; environmental assessment and impact statements;



property descriptions, boundary, easement, right-of-way, topographic and utility surveys; and geographic boundaries of wetlands and zoning, deed and other land use restrictions.

## ADDITIONAL SERVICES

If authorized in writing by CLIENT, CONSULTANT will furnish or obtain from others Additional Services of the following types which are not included as part of the Basic Services and will be paid for by CLIENT separate of this Work Authorization. The following services along with any services not included in this proposal may require an amended budget:

1. Preparation of applications and supporting documents for grants, loans, or advances in connection with the Project other than those stated herein.
2. Preparation or review of environmental assessments and impact statements including, but not limited to: wetland delineations, archeological surveys, habitat assessments, or similar studies.
3. Preparation or submission of permit or approval applications not specifically referenced herein.
4. Services to make measured drawings of or to investigate existing conditions or facilities other than those stated herein.
5. Services resulting from significant changes in the general scope, extent or character of the Project or its design including, but not limited to, changes in size, complexity, CLIENT's schedule, character of construction or method of financing.
6. Providing models for CLIENT's use.
7. Services during out-of-town travel required of CONSULTANT other than visits to the site or CLIENT's office as required by Section 2.
8. Preparing to serve or serving as a consultant or witness for CLIENT in any litigation, arbitration or other legal or administrative proceeding involving the Project.
9. Services in connection with Work Directive Changes and Change Orders to reflect changes requested by CLIENT if the resulting change in compensation for Basic Services is not commensurate with the Additional Services rendered.
10. Services related to the acquisition of property or the preparation of permanent and temporary easement exhibits except for those described herein.
11. Evaluation or design of improvements to the Clinton Utilities Board wastewater treatment plant.
12. Hydraulic Sewer Modeling using Info Sewer or similar software.
13. Flow monitoring other than what is specified under the Scope of Work.
14. Boundary survey.
15. Planimetric or topographic survey other than what is described under the Scope of Work.
16. Easement negotiation and acquisition.
17. Waste Load Allocation (WLA) study.
18. Detailed design, bidding, or construction phase services.





## PROJECT SCHEDULE

Understanding that schedule is of the essence, both parties understand and agree that full and final approval of this contract is contingent upon associated grant funding allocation being fully executed to the City of Norris by the funding agency. At the time of final funding allocation, this contract becomes fully approved.

Both parties further understand and agree that the CONSULTANT will begin work at risk during time-period between the date of this contract and full execution of grant funding to the CLIENT or for a period of 30-days, whichever comes first. If for any reason the grant funding is not executed, both parties agree to stop work immediately or at 30-days from date of this contract, whichever comes first.

CONSULTANT will proceed with providing services set forth in Section 2 immediately upon receiving written notice to proceed (NTP). Table 1 presents a schedule of calendar days for the submission of deliverables once written authorization is received to begin each phase of the Project:

Table 1 – Schedule of Calendar Days

<b>Project Task</b>	<b>Duration to Complete</b>
Task 1 - Regional Wastewater Master Plan	<ul style="list-style-type: none"> <li>- Submit draft PER to CLIENT for review within 150 calendar days of NTP.</li> <li>- Submit stamped PER to TDEC for review and acceptance with 30 calendar days of receiving CLIENT comments.</li> <li>- TDEC approval estimated to be received approximately 60 calendar days from submittal.</li> </ul>
Task 2 - Limited Survey	<ul style="list-style-type: none"> <li>- Performed simultaneous to Task 1.</li> <li>- Actual survey time is anticipated to be completed within 45 days of NTP.</li> </ul>
Task 3 - General TDEC Permit Coordination	<ul style="list-style-type: none"> <li>- Performed simultaneous to Task 1.</li> <li>- Permitting coordination is anticipated to be completed within 210 days of NTP, depending on TDEC response time.</li> </ul>
Task 4 - Project Management and ARPA Coordination	<ul style="list-style-type: none"> <li>- Performed simultaneous to Task 1.</li> <li>- ARPA coordination is anticipated to be completed within 210 days of NTP, depending on TDEC response time.</li> </ul>

All CLIENT review periods are assumed to be 15 calendar days. It is estimated that all services under this Work Authorization will be completed within approximately 210 calendar days of the NTP.





## FEE STRUCTURE

CCI will invoice Tasks No. 1, 2, 3 and 4 with monthly invoices to be issued in accordance with monthly estimates of the percent completion of the project. The total lump sum fee for these tasks is \$267,000.

## SCHEDULE OF FEES

Task 1 – Regional Wastewater Master Plan Report	\$225,000
Task 2 – Limited Survey	\$8,000
Task 3 – General TDEC Permitting Coordination	\$14,000
Task 4 - Project Management and ARPA Coordination	\$20,000

Additional services that may become necessary beyond the project scope of work will be invoiced on an hourly basis at the then-current CCI standard hourly rates. In the unforeseen event the scope of work significantly changes requiring an amended budget, a revised proposal will be submitted for your approval prior to proceeding.

CCI will start work immediately upon authorization to proceed.

Reference is made to the attached CCI Standard Terms and Conditions to be included as part of this proposal as well as other ARPA attachments.



## STANDARD TERMS AND CONDITIONS

**PROJECT:** Norris, ACWA, and CUB Wastewater Regionalization  
ARPA Competitive Grant

**CLIENT:** Mr. Chris Mitchell, Mayor  
City of Norris  
PO Box 1090  
Norris, TN 37828

### 1. ACCESS TO THE SITE / JOBSITE SAFETY:

Unless otherwise stated, CANNON & CANNON, INCORPORATED, hereinafter 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 from these activities, but has not included in the project fee the cost of restoration of any damage.

The CLIENT understands that the CONSULTANT has not been retained and is not responsible, in any way, for the means, methods, sequence, procedures, techniques, scheduling of construction related activities, nor jobsite safety. The CONSULTANT will not be responsible for any losses or injuries that occur at the Project site.

### 2. INDEMNIFICATIONS:

If any claim is brought against either the CLIENT or the CONSULTANT by any third party, relating in whole or in part to the negligence of the CLIENT or the CONSULTANT, each party shall indemnify the other against any loss or judgment, including attorneys' fees and costs, to the extent that such loss or expense is caused by the party's negligence.

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 CONSULTANT from claims of negligence, bodily injury, death, or property damage which may arise from the performance of 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 arising out of this agreement from cause or causes, shall not exceed the amount of the CONSULTANT'S fee or Twenty-Five Thousand (\$25,000) dollars, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

### 5. OWNERSHIP AND REUSE OF DOCUMENTS:

All drawings, specifications (i.e., the Contract Documents) and other work products of the CONSULTANT pursuant to this Agreement shall remain property of the CONSULTANT and are instruments of service in respect to the Project only. They are not intended or represented to be suitable for reuse by the CLIENT or others on extensions of the Project or on any other project. Any reuse without written verification or adaptation

by the CONSULTANT for the specific purpose intended will be at the CLIENT'S sole risk and without liability or legal exposure to the CONSULTANT; and the CLIENT shall indemnify and hold harmless the CONSULTANT from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle the CONSULTANT to further compensation.

**6. OPINIONS OF CONSTRUCTION COST:**

Any opinion of probable construction cost prepared by the CONSULTANT represents the CONSULTANT'S judgment as design professionals and is supplied for general guidance of the CLIENT. Since the CONSULTANT has no control over the construction marketplace, the CONSULTANT does not guarantee the accuracy of such opinions as compared to contractor bids or actual cost to the CLIENT.

**7. DESIGN WITHOUT CONSTRUCTION PHASE SERVICES:**

Where it is understood and agreed to that said Agreement does not include project observation or the review of the Contractor's performance or any construction phase services, the CLIENT shall be responsible at their sole discretion for such services. 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 these services as provided for in the Agreement.

**8. OTHER CONDITIONS:**

Not Applicable

**9. ACCESS TO RECORDS:**

The CONSULTANT agrees to provide the CLIENT, and any other funding agencies that have provided funds for the project such as State or Federal Agencies access to any books, documents, papers, and records of the CONSULTANT which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts, or transcriptions. The CONSULTANT also agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.

**10. COMPLIANCE WITH FEDERAL LAW, REGULATIONS AND EXECUTIVE ORDERS:**

This is acknowledgement that the Treasury ARP (American Rescue Plan) SLFRF (State and Local Fiscal Recovery Funds) financial assistance will be used to fund all or a portion of this contract. The CONSULTANT will comply with all applicable Federal law, regulations, executive orders, Treasury policies, procedures, and directives.

**11. TERMINATION:**

The obligation to provide further services under this Agreement may be terminated without cause by either party upon seven (7) days written notice. On termination by either the CLIENT or the CONSULTANT, the CLIENT shall pay the CONSULTANT with respect to any services performed to the date of termination (including all reimbursable expenses incurred).

**12. DISPUTES RESOLUTION:**

It is agreed by both parties that all violations or breaches of contract, unsettled claims, counterclaims, disputes or other matters in question arising out of or related to this Agreement shall first be attempted to be resolved by mediation. This provision can be waived by the mutual consent of the parties or by either party if its rights would be irrevocably prejudiced by a delay in initiating arbitration or the right to file a lawsuit.

**13. GOVERNING LAW:**

Unless otherwise specified within this Agreement, this Agreement shall be governed by the Law of the State of Tennessee.

END OF TERMS AND CONDITIONS



## STATE OF TENNESSEE

### BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION

Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352.

Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

#### **APPENDIX A, 44 C.F.R. PART 18 – CERTIFICATION REGARDING LOBBYING – REQUIRED FOR CONTRACTS OVER \$100,000** *Certification for Contracts, Grants, Loans, and Cooperative Agreements*

The undersigned certifies, to the best of his or her knowledge and belief, that:


No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The Contractor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. Chap. 38, Administrative Remedies for False Claims and Statements, apply to this certification and disclosure, if any.

	06/22/2023
<b>Signature of Authorized Representative</b>	<b>Date</b>
Timothy F. Tucker, P.E. / COO	(865) 670-8555 / ttucker@cannon-cannon.com
<b>Printed Name and Title</b>	<b>Phone Number / Email Address</b>



**STATE OF TENNESSEE  
CERTIFICATION REGARDING DEBARMENT, SUSPENSION  
AND OTHER RESPONSIBILITY MATTERS**

The prospective participant certifies to the best of its knowledge and belief that it and its principals:

- Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
- Have not within a three-year period preceding this proposal been convicted of or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- Are not presently indicted for or otherwise criminally or civilly charged by a government entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and
- Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

I understand that a false statement on this certification may be grounds for rejection of this proposal or termination of the award. In addition, under 18 USC Sec. 1001, a false statement may result in a fine of up to \$10,000 or imprisonment for up to 5 years, or both.

	06/22/2023
<b>Signature of Authorized Representative</b>	<b>Date</b>
Timothy F. Tucker, P.E. / COO	(865) 670-8555 / ttucker@cannon-cannon.com
<b>Printed Name</b>	<b>Phone Number / Email Address</b>

I am unable to certify to the above statements. Explanation is attached.





**STATE OF TENNESSEE  
IRAN DIVESTMENT ACT CERTIFICATION**

<b>SUBJECT CONTRACT NUMBER(S):</b>	
<b>CONTRACTOR LEGAL ENTITY NAME:</b>	Cannon & Cannon, Inc.
<b>EDISON SUPPLIER IDENTIFICATION NUMBER:</b>	0000093929

The Iran Divestment Act, Tenn. Code Ann. § 12-12-101 et. seq. requires a person that attempts to contract with the state, including a contract renewal or assumption, to certify at the time the bid is submitted or the contract is entered into, renewed, or assigned, that the person or the assignee is not identified on a list created pursuant to § 12-12-106.

Currently, the list is available online at the following website: <https://www.tn.gov/generalservices/procurement/central-procurement-office--cpo-/library-/public-information-library.html>

The Contractor, identified above, certifies by signature below that it is not included on the list of persons created pursuant to Tenn. Code Ann. § 12-12-106 of the Iran Divestment Act.

**CONTRACTOR SIGNATURE**

NOTICE: This certification MUST be signed by an individual with legal capacity to contractually bind the Contractor.

Timothy F. Tucker, P.E. / COO

**PRINTED NAME AND TITLE OF SIGNATORY**

06/22/2023

**DATE**





**STATE OF TENNESSEE  
NON-BOYCOTT OF ISRAEL CERTIFICATION**

The Bidder certifies that it is not currently engaged in, and will not for the duration of the contract engage in, a boycott of Israel as defined by Tenn. Code Ann. § 12-4-119. This provision shall not apply to contracts with a total value of less than two hundred fifty thousand dollars (\$250,000) or to contractors with less than ten (10) employees.

According to the law, a boycott of Israel means engaging in refusals to deal, terminating business activities, or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by, or organized under the laws of the State of Israel to do business, or persons or entities doing business in Israel, when such actions are taken:

- 1) In compliance with, or adherence to, calls for a boycott of Israel, or
- 2) In a manner that discriminates on the basis of nationality, national origin, religion, or other unreasonable basis, and is not based on a valid business reason. Tenn. Code Ann. § 12-4-119.

	06/22/2023
<b>Signature of Authorized Representative</b>	<b>Date</b>
Timothy F. Tucker, P.E. / COO	(865) 670-8555 / ttucker@cannon-cannon.com
<b>Printed Name</b>	<b>Phone Number / Email Address</b>



**ORDINANCE NO. 686**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL, CHAPTER 1: REFUSE, SECTION 17-107, REFUSE COLLECTION FEES**

**WHEREAS**, the City of Norris has not adjusted refuse collection fees since 2023; and

**WHEREAS**, the multiple year agreement with Waste Connections includes annual rate increases; and

**WHEREAS**, refuse collection fees continue to increase due to increases in operating costs, including world economic factors; and

**NOW THEREFORE, BE IT ORDAINED** by the City Council of the City of Norris, Tennessee that:

**SECTION 1:** Section 17-207, Refuse/Recycle Collection Fees is amended as follows:

17-107. Refuse/Recycle Collection Fees. The following rates shall be applicable on July 1, 2024

Residential

~~\$17.00~~ **17.55** per month/per household

Commercial

Container Size	Monthly Rental	Service Price
8 Yard	<del>\$27.50</del> <b>28.00</b>	<del>\$19.00</del> <b>\$19.25</b>
6 Yard	<del>\$21.75</del> <b>22.25</b>	<del>\$14.50</del> <b>\$14.75</b>
4 Yard	<del>\$20.75</del> <b>21.25</b>	<del>\$11.00</del> <b>\$11.25</b>

The following rates shall be applicable on January 1, 2025

Residential

~~\$17.55~~ **18.10** per month/per household

Commercial

Container Size	Monthly Rental	Service Price
8 Yard	<del>\$28.00</del> <b>28.50</b>	<del>\$19.25</del> <b>\$19.50</b>
6 Yard	<del>\$22.25</del> <b>22.75</b>	<del>\$14.75</del> <b>\$15.00</b>
4 Yard	<del>\$21.25</del> <b>21.75</b>	<del>\$11.25</del> <b>\$11.50</b>

**SECTION 2:** Severability. Each section, paragraph, sentence, and clause of this ordinance is declared to be separate and severable. The invalidity of any section, subsection, paragraph, sentence, or clause shall not affect the validity of any other provision of the ordinance.

**SECTION 3:** Repealer. All ordinances and parts of ordinances which are inconsistent with any provision of this ordinance are hereby repealed to the extent of such inconsistency.

**SECTION 4:** Effective. This ordinance shall take effect and be in force from and after its approval as required by law.

Public Hearing: \_\_\_\_\_

Adopted Second Reading: \_\_\_\_\_

\_\_\_\_\_  
Signed, Mayor

\_\_\_\_\_  
Attest, City Manager

Norris City Council Meeting Packet

General Fund Budget Balance Report

	2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2022-23	
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budgeted	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Actual	
Revenues	\$ 1,466,131	\$ 1,818,338	\$ 1,701,743	\$ 2,182,164	\$ 2,066,680	\$ 151,286	\$ 615,366	\$ 208,002	\$ 131,663	\$ 85,630	\$ 63,421	\$ 124,449	\$ 118,090	\$ 63,334	\$ 1,561,241	75.5%
Expenses																
<i>General Government</i>	\$ 273,423	\$ 281,555	\$ 298,842	\$ 474,205	\$ 837,500	\$ 71,750	\$ 59,227	\$ 105,526	\$ 69,266	\$ 54,311	\$ 45,742	\$ 68,501	\$ 46,938	\$ 46,757	\$ 568,018	67.8%
<i>Police</i>	\$ 507,317	\$ 487,500	\$ 529,446	\$ 580,704	\$ 935,109	\$ 117,242	\$ 71,913	\$ 85,974	\$ 56,239	\$ 120,572	\$ 52,347	\$ 92,864	\$ 66,825	\$ 124,759	\$ 788,735	84.3%
<i>Fire</i>	\$ 38,986	\$ 26,301	\$ 37,514	\$ 60,316	\$ 147,600	\$ 5,017	\$ 3,782	\$ 79	\$ 25,694	\$ 4,052	\$ 3,523	\$ 48,035	\$ 1,467	\$ 3,371	\$ 95,020	64.4%
<i>Public Works</i>	\$ 392,034	\$ 602,037	\$ 311,520	\$ 603,971	\$ 717,879	\$ 26,267	\$ 192,602	\$ 35,162	\$ 29,514	\$ 29,190	\$ 28,345	\$ 37,279	\$ 28,506	\$ 34,105	\$ 440,970	61.4%
<i>Parks &amp; Recreation</i>	\$ 5,629	\$ 13,917	\$ 20,121	\$ 31,725	\$ 180,092	\$ 5,011	\$ 5,987	\$ 544	\$ 9,258	\$ 1,071	\$ 342	\$ 428	\$ 2,731	\$ 2,780	\$ 28,152	15.6%
<i>Library &amp; Archives</i>	\$ 32,246	\$ 32,246	\$ 32,246	\$ 32,252	\$ 33,800	\$ 8,063	\$ -	\$ -	\$ 9,585	\$ -	\$ -	\$ 8,063	\$ -	\$ -	\$ 25,711	76.1%
<i>Conservation of NR - Landscaping</i>	\$ 678	\$ 1,595	\$ 3,180	\$ 5,716	\$ 3,500	\$ -	\$ 37	\$ -	\$ 248	\$ -	\$ 37	\$ 273	\$ 77	\$ -	\$ 672	19.2%
<i>Other NR - Animal Shelter</i>	\$ 4,566	\$ 5,195	\$ 5,742	\$ 6,927	\$ 8,000	\$ 425	\$ 187	\$ 180	\$ 520	\$ 145	\$ 178	\$ 5,478	\$ 1,067	\$ 259	\$ 8,439	105.5%
<i>Community Development</i>	\$ -	\$ 5,000	\$ 5,608	\$ 6,019	\$ 6,230	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90	\$ 111	\$ 451	7.2%
Total Expenses	\$ 1,254,879	\$ 1,455,346	\$ 1,244,219	\$ 1,801,835	\$ 2,869,711	\$ 234,025	\$ 333,735	\$ 227,465	\$ 200,324	\$ 209,341	\$ 130,514	\$ 260,921	\$ 147,701	\$ 212,142	\$ 1,956,168	68.2%
<i>Transfers &amp; Miscellaneous</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 211,252	\$ 362,992	\$ 457,524	\$ 380,329	\$ (803,031)	\$ (82,739)	\$ 281,631	\$ (19,463)	\$ (68,661)	\$ (123,711)	\$ (67,093)	\$ (136,472)	\$ (29,611)	\$ (148,808)	\$ (394,927)	
Beginning Fund Balance	\$ 662,003	\$ 873,255	\$ 1,189,192	\$ 1,682,506	\$ 2,062,835	\$ 2,062,835	\$ 1,980,096	\$ 2,261,727	\$ 2,242,264	\$ 2,173,603	\$ 2,049,892	\$ 1,982,799	\$ 1,846,327	\$ 1,816,716	\$ 2,062,835	
Ending Fund Balance	\$ 873,255	\$ 1,189,192	\$ 1,682,506	\$ 2,062,835	\$ 1,259,804	\$ 1,980,096	\$ 2,261,727	\$ 2,242,264	\$ 2,173,603	\$ 2,049,892	\$ 1,982,799	\$ 1,846,327	\$ 1,816,716	\$ 1,667,908	\$ 1,667,908	
Capital Outlays					\$ 908,900	\$ 57,740	\$ 155,339	\$ 39,080	\$ 28,680	\$ 37,023	\$ 9,180	\$ 75,736	\$ 5,808	\$ 90,013	\$ 498,599	54.9%
						\$ (24,999)	\$ 436,970	\$ 19,617	\$ (39,981)	\$ (86,688)	\$ (57,913)	\$ (60,736)	\$ (23,803)	\$ (58,795)	\$ 103,672	

**State Street Aid Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	2023-24	
																Actual	
Revenues	\$ 57,638	\$ 53,195	\$ 57,023	\$ 61,919	\$ 61,919	\$ 55,900	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 5,439	\$ 4,638	\$ 4,542	\$ 4,768	\$ 11,392	\$ 55,085	98.5%
Expenses	\$ -	\$ -	\$ 148,710	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Balance	\$ 57,638	\$ 53,195	\$ (91,687)	\$ 61,919	\$ 61,919	\$ (94,100)	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 5,439	\$ 4,638	\$ 4,542	\$ 4,768	\$ 11,392	\$ 55,085	
Beginning Fund Balance	\$ 176,944	\$ 234,582	\$ 287,777	\$ 196,090	\$ 221,529	\$ 258,009	\$ 258,009	\$ 262,904	\$ 267,507	\$ 272,961	\$ 279,308	\$ 284,747	\$ 289,385	\$ 293,927	\$ 298,695	\$ 258,009	
Ending Fund Balance	\$ 234,582	\$ 287,777	\$ 196,090	\$ 258,009	\$ 283,448	\$ 163,909	\$ 262,904	\$ 267,507	\$ 272,961	\$ 279,308	\$ 284,747	\$ 289,385	\$ 293,927	\$ 298,695	\$ 310,087	\$ 313,094	

Norris City Council Meeting Packet

**Watershed Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2023-24	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2024-25
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Actual		Budget
Revenues	\$ 69,188	\$ 76,585	\$ 74,189	\$ 95,225	\$ 102,820	\$ 24,834	\$ 17,010	\$ 8,089	\$ 12,715	\$ 9,925	\$ 4,166	\$ 12,093	\$ 9,115	\$ 49,003	\$ 146,950	142.9%	\$ 104,225
Expenses	\$ 45,929	\$ 29,701	\$ 60,548	\$ 61,352	\$ 149,408	\$ 7,754	\$ 9,005	\$ 1,145	\$ 2,658	\$ 2,245	\$ 1,085	\$ 1,097	\$ 3,036	\$ 5,820	\$ 33,845	22.7%	\$ 102,596
Balance	\$ 23,259	\$ 46,884	\$ 13,641	\$ 33,873	\$ (46,588)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 3,081	\$ 10,996	\$ 6,079	\$ 43,183	\$ 113,105		\$ 1,629
Transfer to Special Projects					\$ 5,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ 5,900.00
Balance after Transfer					\$ (52,488)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 3,081	\$ 10,996	\$ 6,079	\$ 43,183	\$ 113,105		\$ (4,271)
Beginning Fund Balance	\$ 178,621	\$ 201,880	\$ 248,764	\$ 262,405	\$ 296,278	\$ 296,278	\$ 313,358	\$ 321,363	\$ 328,307	\$ 338,364	\$ 346,044	\$ 349,125	\$ 360,121	\$ 366,200	\$ 296,278		\$ 243,790
Ending Fund Balance	\$ 201,880	\$ 248,764	\$ 262,405	\$ 296,278	\$ 243,790	\$ 313,358	\$ 321,363	\$ 328,307	\$ 338,364	\$ 346,044	\$ 349,125	\$ 360,121	\$ 366,200	\$ 409,383	\$ 409,383		\$ 239,519
Capital Outlays					\$ 63,500	\$ -	\$ 4,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,360	\$ 9,260	14.6%	\$ 14,000

**Solid Waste Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2023-24	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Actual	
Revenues	\$ 132,040	\$ 137,997	\$ 138,817	\$ 125,653	\$ 157,572	\$ 11,606	\$ 13,288	\$ 13,055	\$ 13,840	\$ 12,471	\$ 13,565	\$ 13,055	\$ 12,868	\$ 12,441	\$ 116,189	73.7%
Expenses	\$ 127,502	\$ 122,540	\$ 146,737	\$ 156,019	\$ 155,500	\$ 12,815	\$ 13,372	\$ 14,091	\$ 13,841	\$ 14,007	\$ 13,771	\$ 13,820	\$ 13,492	\$ 13,263	\$ 122,472	78.8%
Balance	\$ 4,538	\$ 15,457	\$ (7,920)	\$ (30,366)	\$ 2,072	\$ (1,209)	\$ (84)	\$ (1,036)	\$ (1)	\$ (1,536)	\$ (206)	\$ (765)	\$ (624)	\$ (822)	\$ (6,283)	
Beginning Fund Balance	\$ 38,840	\$ 43,378	\$ 58,835	\$ 50,915	\$ 20,549	\$ 20,549	\$ 19,340	\$ 19,256	\$ 18,220	\$ 18,219	\$ 16,683	\$ 16,477	\$ 15,712	\$ 15,088	\$ 20,549	
Ending Fund Balance	\$ 43,378	\$ 58,835	\$ 50,915	\$ 20,549	\$ 22,621	\$ 19,340	\$ 19,256	\$ 18,220	\$ 18,219	\$ 16,683	\$ 16,477	\$ 15,712	\$ 15,088	\$ 14,266	\$ 14,266	

Norris City Council Meeting Packet

Water Works Fund Balance Report

	2019-20 ADJ Totals	2020-21 ADJ Totals	2021-22 ADJ Actual	2022-23 ADJ Actual	2023-24 Budget	2023-24 Jul Actual	2023-24 Aug Actual	2023-24 Sep Actual	2023-24 Oct Actual	2023-24 Nov Actual	2023-24 Dec Actual	2023-24 Jan Actual	2023-24 Feb Actual	2023-24 Mar Actual	2023-24 Actual	
<b>Revenues</b>																
<i>Water Billing</i>	\$ 455,106	\$ 507,434	\$ 484,052	\$ 521,523	\$ 529,000	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 48,391	\$ 44,906	\$ 44,905	\$ 47,256	\$ 47,256	\$ 426,743	80.7%
<i>Sewer Billing</i>	\$ 420,373	\$ 418,523	\$ 425,397	\$ 493,633	\$ 510,700	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 43,714	\$ 43,180	\$ 43,179	\$ 43,779	\$ 43,778	\$ 394,382	77.2%
<i>Water Works Charges</i>	\$ 46,446	\$ 43,576	\$ 53,837	\$ 22,569	\$ 886,643	\$ 6,162	\$ 744	\$ 1,926	\$ 6,823	\$ 4,755	\$ 3,000	\$ 7,839	\$ 5,781	\$ 4,219	\$ 41,249	4.7%
<i>Interest Income</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Revenues</b>	\$ 921,925	\$ 969,533	\$ 963,286	\$ 1,037,725	\$ 1,926,343	\$ 96,876	\$ 91,409	\$ 99,448	\$ 98,703	\$ 96,860	\$ 91,086	\$ 95,923	\$ 96,816	\$ 95,253	\$ 862,374	44.8%
<b>Expenses</b>																
<i>Admin &amp; General</i>	\$ 254,371	\$ 245,123	\$ 186,711	\$ 276,417	\$ 340,645	\$ 24,468	\$ 24,948	\$ 26,691	\$ 61,765	\$ 23,415	\$ 20,229	\$ 32,036	\$ 24,074	\$ 25,417	\$ 263,043	77.2%
<i>Customer Billing</i>	\$ 13,996	\$ 11,335	\$ 12,849	\$ 16,453	\$ 23,000	\$ 14,765	\$ 2,383	\$ -	\$ -	\$ 1,821	\$ 2,116	\$ 76	\$ -	\$ 136	\$ 21,297	92.6%
<i>Wastewater Treatment &amp; Dispo</i>	\$ 172,800	\$ 175,163	\$ 154,499	\$ 196,258	\$ 213,928	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 14,941	\$ 20,882	\$ 21,926	\$ 14,863	\$ 17,443	\$ 188,188	88.0%
<i>Wastewater Collection</i>	\$ 29,325	\$ 34,139	\$ 177,102	\$ 50,248	\$ 886,962	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 3,502	\$ 22,363	\$ 15,919	\$ 20,520	\$ 34,193	\$ 132,399	14.9%
<i>Water Transmission &amp; Dist</i>	\$ 61,579	\$ 95,431	\$ 108,268	\$ 59,283	\$ 184,037	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 9,409	\$ 12,290	\$ 10,652	\$ 6,882	\$ 6,810	\$ 97,817	53.2%
<i>Water Purification</i>	\$ 111,894	\$ 108,789	\$ 122,416	\$ 213,445	\$ 302,532	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 23,397	\$ 21,810	\$ 18,826	\$ 16,269	\$ 15,818	\$ 165,843	54.8%
<b>Total Expenses</b>	\$ 643,965	\$ 669,980	\$ 761,845	\$ 812,104	\$ 1,951,104	\$ 79,067	\$ 112,611	\$ 85,992	\$ 132,882	\$ 76,485	\$ 99,690	\$ 99,435	\$ 82,608	\$ 99,817	\$ 868,587	44.5%
<b>Balance</b>	\$ 277,960	\$ 299,553	\$ 201,441	\$ 225,621	\$ (24,761)	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,512)	\$ 14,208	\$ (4,564)	\$ (6,213)	
<b>Depreciation</b>	\$ 98,000	\$ 104,004	\$ 107,316	\$ 32,374	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Operating Available Flow</b>	\$ 179,960	\$ 195,549	\$ 94,125	\$ 193,247	\$ (124,761)	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,512)	\$ 14,208	\$ (4,564)	\$ (6,213)	
<b>Beginning Fund Balance</b>	\$ 728,258	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,391,139	\$ 1,391,139	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,398	\$ 1,378,794	\$ 1,375,282	\$ 1,389,490	\$ 1,391,139	
<b>Ending Fund Balance</b>	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,391,139	\$ 1,266,378	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,398	\$ 1,378,794	\$ 1,375,282	\$ 1,389,490	\$ 1,384,926	\$ 1,384,926	
<b>Capital Outlays</b>					\$ 1,013,140	\$ 625	\$ 23,635	\$ 9,511	\$ 16,706	\$ 9,250	\$ 11,676	\$ 10,218	\$ 15,548	\$ 31,021	\$ 128,190	12.7%



**Drug Control Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24
	ADJ Totals	ADJ Totals	Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Mar Actual	Actual
Revenues	\$ 71	\$ 34	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 71	\$ 34	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Beginning Fund Balance	\$ 1,459	\$ 1,530	\$ 1,531	\$ 1,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531
Ending Fund Balance	\$ 1,530	\$ 1,564	\$ 1,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531	\$ 2,531

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City of Norris  
 Statement of Expenditures and Encumbrances  
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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>41000</b>	<b>General Government</b>							
110			(268,421.00)	(268,421.00)	216,537.53	(51,883.47)	80.67%	21,465.70
	Personnel		0.00		0.00			0.00
114			(28,860.00)	(28,860.00)	17,771.20	(11,088.80)	61.58%	2,116.50
	Part-Time Personnel		0.00		0.00			0.00
134			(541.00)	(541.00)	2,641.40	2,100.40	488.24%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(22,783.00)	(22,783.00)	17,896.63	(4,886.37)	78.55%	1,779.12
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(50,841.00)	(50,841.00)	57,551.22	6,710.22	113.20%	6,254.88
	Hospital And Health Insurance		0.00		0.00			0.00
143			(11,154.00)	(11,154.00)	10,103.92	(1,050.08)	90.59%	1,022.98
	Retirement - Current		0.00		0.00			0.00
146			(1,200.00)	(1,200.00)	991.67	(208.33)	82.64%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(350.00)	(350.00)	104.58	(245.42)	29.88%	6.35
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	3,393.73	1,893.73	226.25%	425.00
	Employee Education And Training		0.00		0.00			0.00
211			(1,400.00)	(1,400.00)	930.63	(469.37)	66.47%	136.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
223			(500.00)	(500.00)	35.00	(465.00)	7.00%	0.00
	Publications, Reports, Etc.		0.00		0.00			0.00
224			(3,600.00)	(3,600.00)	2,687.31	(912.69)	74.65%	305.09
	Duplication (Mimeograph, Multilith, Microfilm,		0.00		0.00			0.00
235			(4,000.00)	(4,000.00)	3,991.60	(8.40)	99.79%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(2,000.00)	(2,000.00)	556.64	(1,443.36)	27.83%	0.00
	Advertising		0.00		0.00			0.00

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City of Norris  
 Statement of Expenditures and Encumbrances  
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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
250			(11,000.00)	(11,000.00)	13,904.26	2,904.26	126.40%	0.00
	Professional Services		0.00		0.00			0.00
252			(7,000.00)	(7,000.00)	77,038.68	70,038.68	1100.55%	2,907.00
	Legal Services		0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	13,782.15	782.15	106.02%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
255			(16,000.00)	(16,000.00)	12,021.05	(3,978.95)	75.13%	0.00
	Data Processing Services		0.00		0.00			0.00
259			(7,000.00)	(7,000.00)	3,821.10	(3,178.90)	54.59%	1,862.61
	Other Professional Services		0.00		0.00			0.00
280			(4,500.00)	(4,500.00)	1,943.99	(2,556.01)	43.20%	0.00
	Travel		0.00		0.00			0.00
291			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	6,283.00	3,483.00	224.39%	620.27
	Office Supplies And Materials		0.00		0.00			0.00
320			(500.00)	(500.00)	5,357.84	4,857.84	1071.57%	1,059.71
	Operating Supplies		0.00		0.00			0.00
510			(36,100.00)	(36,100.00)	37,648.00	1,548.00	104.29%	0.00
	Liability Insurance		0.00		0.00			0.00
551			(500.00)	(500.00)	1,052.00	552.00	210.40%	0.00
	Trustee Fees		0.00		0.00			0.00
555			(1,600.00)	(1,600.00)	2,480.39	880.39	155.02%	0.00
	Bank Service Charges		0.00		0.00			0.00
948			(8,000.00)	(8,000.00)	331.25	(7,668.75)	4.14%	0.00
	Computer Equipment		0.00		0.00			0.00
<b>41800</b>	<b>Community Government Buildings</b>							
241			(9,500.00)	(9,500.00)	5,926.83	(3,573.17)	62.39%	728.90
	Electric		0.00		0.00			0.00

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City of Norris  
 Statement of Expenditures and Encumbrances  
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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(3,000.00)	(3,000.00)	2,260.21	(739.79)	75.34%	248.93
	Water		0.00		0.00			0.00
244			(1,200.00)	(1,200.00)	911.41	(288.59)	75.95%	366.62
	Gas		0.00		0.00			0.00
245			(7,200.00)	(7,200.00)	5,922.91	(1,277.09)	82.26%	336.37
	Telephone And Other Communications		0.00		0.00			0.00
260			(5,000.00)	(5,000.00)	20,311.95	15,311.95	406.24%	1,691.86
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,400.00)	(1,400.00)	3,454.68	2,054.68	246.76%	984.62
	Other Contractual Services		0.00		0.00			0.00
900			(150,000.00)	(150,000.00)	1,081.65	(148,918.35)	0.72%	1,081.65
	Capital Outlay		0.00		0.00			0.00
<b>41900</b>	<b>Mcneeley Municipal Building</b>							
241			(5,500.00)	(5,500.00)	3,295.19	(2,204.81)	59.91%	607.70
	Electric		0.00		0.00			0.00
242			(1,600.00)	(1,600.00)	1,232.73	(367.27)	77.05%	81.97
	Water		0.00		0.00			0.00
260			(1,600.00)	(1,600.00)	11,864.81	10,264.81	741.55%	445.08
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,000.00)	(1,000.00)	896.46	(103.54)	89.65%	220.82
	Other Contractual Services		0.00		0.00			0.00
329			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
900			(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>42000</b>	<b>Police Dept.</b>							
110			(349,752.00)	(349,752.00)	275,635.38	(74,116.62)	78.81%	20,172.86
	Personnel		0.00		0.00			0.00
112			(30,000.00)	(30,000.00)	42,889.68	12,889.68	142.97%	2,016.82
	Over-Time Personnel		0.00		0.00			0.00

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City of Norris  
 Statement of Expenditures and Encumbrances  
 March 2024

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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(10,000.00)	(10,000.00)	11,531.39	1,531.39	115.31%	1,112.80
	Part-Time Personnel		0.00		0.00			0.00
119			(2,500.00)	(2,500.00)	1,250.00	(1,250.00)	50.00%	0.00
	Health Insurance Incentive		0.00		0.00			0.00
129			(19,500.00)	(19,500.00)	26,272.20	6,772.20	134.73%	3,078.62
	Holiday Pay		0.00		0.00			0.00
132			(5,600.00)	(5,600.00)	4,000.00	(1,600.00)	71.43%	0.00
	State Bonus		0.00		0.00			0.00
134			(10,050.00)	(10,050.00)	10,582.80	532.80	105.30%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(32,696.00)	(32,696.00)	28,256.78	(4,439.22)	86.42%	1,997.23
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(88,297.00)	(88,297.00)	63,950.15	(24,346.85)	72.43%	5,758.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			(25,044.00)	(25,044.00)	17,821.62	(7,222.38)	71.16%	1,423.23
	Retirement - Current		0.00		0.00			0.00
146			(14,000.00)	(14,000.00)	11,569.37	(2,430.63)	82.64%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(500.00)	(500.00)	181.05	(318.95)	36.21%	3.34
	Unemployment Insurance		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	3,014.66	(485.34)	86.13%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
216			(500.00)	(500.00)	77.13	(422.87)	15.43%	0.00
	Radio And Tv Services		0.00		0.00			0.00
220			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
235			(1,500.00)	(1,500.00)	72.50	(1,427.50)	4.83%	7.50
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00

**Template Name:** LGC Stmt of Exp & Enc - City  
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**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**March 2024**

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Fund : **110**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
237			0.00	0.00	75.20	75.20	No Budget	0.00
	Advertising		0.00		0.00			0.00
241			(6,000.00)	(6,000.00)	3,961.33	(2,038.67)	66.02%	410.74
	Electric		0.00		0.00			0.00
242			(1,200.00)	(1,200.00)	1,010.99	(189.01)	84.25%	98.97
	Water		0.00		0.00			0.00
244			(1,900.00)	(1,900.00)	842.65	(1,057.35)	44.35%	226.37
	Gas		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	4,479.10	(520.90)	89.58%	373.51
	Telephone And Other Communications		0.00		0.00			0.00
261			(5,000.00)	(5,000.00)	3,477.70	(1,522.30)	69.55%	362.20
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
264			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Repair And Maint Traffic Lights, Parking Meters		0.00		0.00			0.00
266			0.00	0.00	4,887.95	4,887.95	No Budget	3,779.95
	Repair And Maintenance Buildings		0.00		0.00			0.00
269			(1,000.00)	(1,000.00)	270.00	(730.00)	27.00%	0.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
280			(1,500.00)	(1,500.00)	1,527.87	27.87	101.86%	0.00
	Travel		0.00		0.00			0.00
286			0.00	0.00	0.00	0.00	No Budget	0.00
	Vehicle Purchase		0.00		0.00			0.00
290			(8,000.00)	(8,000.00)	3,928.80	(4,071.20)	49.11%	372.28
	Other Contractural Services		0.00		0.00			0.00
291			(360.00)	(360.00)	165.00	(195.00)	45.83%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
298			(500.00)	(500.00)	142.37	(357.63)	28.47%	0.00
	Collection Fees		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	1,921.14	(878.86)	68.61%	313.19
	Office Supplies And Materials		0.00		0.00			0.00

Template Name: LGC Stmt of Exp & Enc - City  
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City of Norris  
 Statement of Expenditures and Encumbrances  
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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
320			(500.00)	(500.00)	2,482.51	1,982.51	496.50%	0.00
	Operating Supplies		0.00		0.00			0.00
326			(4,000.00)	(4,000.00)	4,200.00	200.00	105.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
327			(3,500.00)	(3,500.00)	3,483.00	(17.00)	99.51%	0.00
	Fire Arm Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	11,838.31	8,838.31	394.61%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	10,140.33	(4,859.67)	67.60%	982.80
	Fuel Charges		0.00		0.00			0.00
333			(3,500.00)	(3,500.00)	357.70	(3,142.30)	10.22%	0.00
	Other Equipment (Dispatch 911)		0.00		0.00			0.00
334			(2,500.00)	(2,500.00)	930.92	(1,569.08)	37.24%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
900			(130,000.00)	(130,000.00)	231,507.37	101,507.37	178.08%	82,271.74
	Capital Outlay		0.00		0.00			0.00
<b>42200</b>	<b>Fire Protection And Control</b>							
141			0.00	0.00	206.55	206.55	No Budget	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			0.00	0.00	0.17	0.17	No Budget	0.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			0.00	0.00	25.05	25.05	No Budget	0.00
	Retirement - Current		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	4,214.86	714.86	120.42%	2,603.01
	Employee Education And Training		0.00		0.00			0.00
162			(5,000.00)	(5,000.00)	3,465.64	(1,534.36)	69.31%	0.00
	Volunteer Firemen		0.00		0.00			0.00
216			(600.00)	(600.00)	651.95	51.95	108.66%	0.00
	Radio And Tv Services		0.00		0.00			0.00

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City of Norris  
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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
220			(400.00)	(400.00)	350.00	(50.00)	87.50%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
245			(600.00)	(600.00)	950.58	350.58	87.89%	35.31
		Telephone And Other Communications	0.00		0.00			0.00
246			(12,200.00)	(12,200.00)	0.00	(12,200.00)	0.00%	0.00
		Fire Hydrant Rental	0.00		0.00			0.00
261			(12,000.00)	(12,000.00)	6,170.59	(5,829.41)	51.42%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
291			(600.00)	(600.00)	0.00	(600.00)	0.00%	0.00
		Physical/Drug Testing	0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	5,266.61	(4,733.39)	52.67%	733.02
		Operating Supplies	0.00		0.00			0.00
322			(500.00)	(500.00)	710.77	210.77	142.15%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
329			(600.00)	(600.00)	1,827.06	1,227.06	304.51%	0.00
		Other Oper. Supplies	0.00		0.00			0.00
331			(1,100.00)	(1,100.00)	713.68	(386.32)	64.88%	0.00
		Fuel Charges	0.00		0.00			0.00
333			0.00	0.00	478.00	478.00	No Budget	0.00
		Other Equipment (Dispatch 911)	0.00		0.00			0.00
340			(10,500.00)	(10,500.00)	2,880.22	(7,619.78)	27.43%	0.00
		Norris Volunteer Fire Dept. Expenses	0.00		0.00			0.00
900			(19,000.00)	(19,000.00)	67,107.01	48,107.01	353.19%	0.00
		Capital Outlay	0.00		0.00			0.00
<b>43000</b>		<b>Public Works</b>						
110			(179,199.00)	(179,199.00)	135,082.28	(44,116.72)	75.38%	13,483.48
		Personnel	0.00		0.00			0.00
112			(500.00)	(500.00)	1,129.32	629.32	225.86%	188.22
		Over-Time Personnel	0.00		0.00			0.00



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Fund : **110**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(4,800.00)	(4,800.00)	4,000.00	(800.00)	83.33%	400.00
	Part-Time Personnel		0.00		0.00			0.00
134			(6,433.00)	(6,433.00)	2,874.84	(3,558.16)	44.69%	0.00
	Christmas Bonus		0.00		0.00			0.00
135			0.00	0.00	300.00	300.00	No Budget	0.00
	Animal Control Bonus		0.00		0.00			0.00
141			(14,607.00)	(14,607.00)	10,833.19	(3,773.81)	74.16%	1,061.79
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(51,327.00)	(51,327.00)	41,626.72	(9,700.28)	81.10%	4,545.83
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,254.00)	(6,254.00)	7,589.80	1,335.80	121.36%	859.97
	Retirement - Current		0.00		0.00			0.00
146			(7,560.00)	(7,560.00)	6,247.51	(1,312.49)	82.64%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(200.00)	(200.00)	96.75	(103.25)	48.38%	1.20
	Unemployment Insurance		0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	25.00	(975.00)	2.50%	0.00
	Employee Education And Training		0.00		0.00			0.00
235			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
241			(2,400.00)	(2,400.00)	1,781.48	(618.52)	74.23%	196.71
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	737.73	(262.27)	73.77%	81.97
	Water		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	2,430.85	(2,569.15)	48.62%	112.28
	Telephone And Other Communications		0.00		0.00			0.00
247			(25,000.00)	(25,000.00)	20,017.58	(4,982.42)	80.07%	2,439.40
	Street Lighting (Electric And Maint.)		0.00		0.00			0.00
261			(8,000.00)	(8,000.00)	10,837.65	2,837.65	135.47%	153.99
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
265			(20,000.00)	(20,000.00)	828.41	(19,171.59)	4.14%	122.07
	Repair And Maintenance	Grounds And Ground	0.00		0.00			0.00
266			(14,000.00)	(14,000.00)	4,280.88	(9,719.12)	30.58%	3,239.05
	Repair And Maintenance	Buildings	0.00		0.00			0.00
268			(5,000.00)	(5,000.00)	7,867.10	2,867.10	157.34%	27.99
	Repair And Maintenance	Roads And Streets	0.00		0.00			0.00
269			(12,000.00)	(12,000.00)	1,883.73	(10,116.27)	15.70%	0.00
	Repair And Maintenance	Other Repair And	0.00		0.00			0.00
280			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
291			(300.00)	(300.00)	35.00	(265.00)	11.67%	35.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(500.00)	(500.00)	79.98	(420.02)	16.00%	0.00
	Office Supplies And Materials		0.00		0.00			0.00
320			(2,700.00)	(2,700.00)	1,568.15	(1,131.85)	58.08%	738.68
	Operating Supplies		0.00		0.00			0.00
326			(3,000.00)	(3,000.00)	2,856.55	(143.45)	95.22%	250.16
	Clothing And Uniforms		0.00		0.00			0.00
329			0.00	0.00	59.98	59.98	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	8,438.94	(6,561.06)	56.26%	1,212.35
	Fuel Charges		0.00		0.00			0.00
334			(2,000.00)	(2,000.00)	200.14	(1,799.86)	10.01%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	1,185.91	185.91	118.59%	0.00
	Consumable Tools		0.00		0.00			0.00
342			(600.00)	(600.00)	1,387.61	787.61	231.27%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
471			(5,000.00)	(5,000.00)	3,285.12	(1,714.88)	65.70%	594.75
	Asphalt And Asphalt Filler		0.00		0.00			0.00

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**City of Norris**  
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Fund : 110

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(122,000.00)	(122,000.00)	0.00	(122,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
940			(14,000.00)	(14,000.00)	161,399.65	147,399.65	1152.85%	4,360.00
	Machinery And Equipment		0.00		0.00			0.00
<b>44400</b>	<b>Recreation</b>							
110			0.00	0.00	4,107.97	4,107.97	No Budget	0.00
	Personnel		0.00		0.00			0.00
114			(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
	Part-Time Personnel		0.00		0.00			0.00
141			(497.00)	(497.00)	314.26	(182.74)	63.23%	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
147			(195.00)	(195.00)	12.32	(182.68)	6.32%	0.00
	Unemployment Insurance		0.00		0.00			0.00
237			0.00	0.00	78.46	78.46	No Budget	0.00
	Advertising		0.00		0.00			0.00
241			(650.00)	(650.00)	429.99	(220.01)	66.15%	42.62
	Electric		0.00		0.00			0.00
242			(3,500.00)	(3,500.00)	3,161.54	(338.46)	90.33%	0.00
	Water		0.00		0.00			0.00
291			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
312			(2,200.00)	(2,200.00)	1,281.14	(918.86)	58.23%	344.48
	Small Items Of Equipment		0.00		0.00			0.00
320			0.00	0.00	6,522.66	6,522.66	No Budget	2,257.30
	Operating Supplies		0.00		0.00			0.00
325			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Fireworks Supplies		0.00		0.00			0.00
329			(2,000.00)	(2,000.00)	1,088.98	(911.02)	54.45%	135.57
	Other Oper. Supplies		0.00		0.00			0.00

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Fund : **110**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
720			0.00	0.00	350.00	350.00	No Budget	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00
900			(150,000.00)	(150,000.00)	10,805.18	(139,194.82)	7.20%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>44800</b>	<b>Libraries</b>							
329			(950.00)	(950.00)	1,523.29	573.29	160.35%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
720			(32,250.00)	(32,250.00)	24,187.50	(8,062.50)	75.00%	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00
<b>45100</b>	<b>Conservation Of Natural Resources</b>							
269			(200.00)	(200.00)	321.81	121.81	160.91%	0.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
320			(3,300.00)	(3,300.00)	349.72	(2,950.28)	10.60%	0.00
	Operating Supplies		0.00		0.00			0.00
551			0.00	0.00	0.00	0.00	No Budget	0.00
	Trustee Fees		0.00		0.00			0.00
<b>45160</b>	<b>Other Natural Resources</b>							
241			(1,000.00)	(1,000.00)	750.28	(249.72)	75.03%	113.90
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	737.73	(262.27)	73.77%	81.97
	Water		0.00		0.00			0.00
329			(6,000.00)	(6,000.00)	6,951.01	951.01	115.85%	62.98
	Other Oper. Supplies		0.00		0.00			0.00
<b>47100</b>	<b>Economic Development Administration</b>							
237			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Advertising		0.00		0.00			0.00
320			(5,500.00)	(5,500.00)	250.00	(5,250.00)	4.55%	0.00
	Operating Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	200.55	(2,799.45)	6.69%	110.55
	Other Oper. Supplies		0.00		0.00			0.00

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Fund : **110**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(5,400.00)	(5,400.00)	0.00	(5,400.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>Total For Fund:</b>	<b>110</b>		(2,363,671.00)	(2,363,671.00)	1,956,161.53	(407,509.47)	82.76 %	212,143.48
			0.00		0.00			0.00

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Fund : **121**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>43100</b>	<b>Highways And Streets</b>							
268			(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00%	0.00
	Repair And Maintenance	Roads And Streets	0.00		0.00			0.00
<b>Total For Fund:</b>	<b>121</b>		(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00 %	0.00
			0.00		0.00			0.00

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Fund : 123

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>45100</b>	<b>Conservation Of Natural Resources</b>							
114			(18,600.00)	(18,600.00)	5,517.15	(13,082.85)	29.66%	0.00
	Part-Time Personnel		0.00		0.00			0.00
141			(1,423.00)	(1,423.00)	422.05	(1,000.95)	29.66%	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
147			(30.00)	(30.00)	16.56	(13.44)	55.20%	0.00
	Unemployment Insurance		0.00		0.00			0.00
220			(1,000.00)	(1,000.00)	1,883.00	883.00	188.30%	170.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
259			0.00	0.00	4,198.65	4,198.65	No Budget	0.00
	Other Professional Services		0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	1,115.76	(384.24)	74.38%	380.06
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
265			(13,500.00)	(13,500.00)	8,297.13	(5,202.87)	61.46%	647.15
	Repair And Maintenance Grounds And Ground		0.00		0.00			0.00
290			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Other Contractual Services		0.00		0.00			0.00
291			(360.00)	(360.00)	0.00	(360.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(85.00)	(85.00)	0.00	(85.00)	0.00%	0.00
	Office Supplies And Materials		0.00		0.00			0.00
320			(200.00)	(200.00)	29.61	(170.39)	14.81%	0.00
	Operating Supplies		0.00		0.00			0.00
331			(350.00)	(350.00)	456.47	106.47	130.42%	263.97
	Fuel Charges		0.00		0.00			0.00
342			(400.00)	(400.00)	359.97	(40.03)	89.99%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
551			(1,670.00)	(1,670.00)	2,288.00	618.00	137.01%	0.00
	Trustee Fees		0.00		0.00			0.00

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Fund : **123**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(36,500.00)	(36,500.00)	9,260.00	(27,240.00)	25.37%	4,360.00
	Capital Outlay		0.00		0.00			0.00
<b>51600</b>	<b>Operating Transfers Out</b>							
759			(45,290.00)	(45,290.00)	0.00	(45,290.00)	0.00%	0.00
	Transfers To General Funds		0.00		0.00			0.00
<b>Total For Fund:</b>	<b>123</b>		(122,408.00)	(122,408.00)	33,844.35	(88,563.65)	27.65 %	5,821.18
			0.00		0.00			0.00



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Fund : **128**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>43230</b>	<b>Solid Waste Collection</b>							
248			(47,500.00)	(47,500.00)	37,195.73	(10,304.27)	78.31%	4,107.37
	Recycle/Residential Contract		0.00		0.00			0.00
249			(75,500.00)	(75,500.00)	59,565.49	(15,934.51)	78.89%	6,608.45
	Refuse/Residential Contract		0.00		0.00			0.00
254			0.00	0.00	0.00	0.00	No Budget	0.00
	Architectural, Engineering, And Landscaping		0.00		0.00			0.00
258			(32,500.00)	(32,500.00)	25,711.45	(6,788.55)	79.11%	2,547.62
	Commercial Refuse		0.00		0.00			0.00
<b>Total For Fund:</b>	<b>128</b>		(155,500.00)	(155,500.00)	122,472.67	(33,027.33)	78.76 %	13,263.44
			0.00		0.00			0.00

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Fund : 413

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>52113</b>	<b>Purification</b>							
110			(69,777.00)	(69,777.00)	40,692.28	(29,084.72)	58.32%	3,896.84
	Personnel		0.00		0.00			0.00
112			(3,800.00)	(3,800.00)	3,000.00	(800.00)	78.95%	200.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	33,359.59	23,739.59	346.77%	3,656.60
	Part-Time Personnel		0.00		0.00			0.00
134			(217.00)	(217.00)	216.56	(0.44)	99.80%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(6,512.00)	(6,512.00)	5,826.10	(685.90)	89.47%	584.25
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(34,539.00)	(34,539.00)	12,204.43	(22,334.57)	35.34%	1,227.58
	Hospital And Health Insurance		0.00		0.00			0.00
143			(2,627.00)	(2,627.00)	1,513.07	(1,113.93)	57.60%	142.58
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	1,000.13	500.13	200.03%	0.00
	Employee Education And Training		0.00		0.00			0.00
170			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Fees		0.00		0.00			0.00
241			(40,500.00)	(40,500.00)	26,540.73	(13,959.27)	65.53%	3,185.38
	Electric		0.00		0.00			0.00
244			(6,000.00)	(6,000.00)	3,610.75	(2,389.25)	60.18%	966.82
	Gas		0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	2,900.45	(3,099.55)	48.34%	274.78
	Telephone And Other Communications		0.00		0.00			0.00
260			(15,000.00)	(15,000.00)	6,269.56	(8,730.44)	41.80%	1,682.94
	Repair And Maintenance Services		0.00		0.00			0.00

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75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(2,500.00)	(2,500.00)	7,294.66	4,794.66	291.79%	0.00
	Operating Supplies		0.00		0.00			0.00
322			(15,000.00)	(15,000.00)	15,430.04	430.04	102.87%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
389			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Independent Lab Analysis		0.00		0.00			0.00
900			(41,000.00)	(41,000.00)	5,983.50	(35,016.50)	14.59%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>52114</b>	<b>Transmission And Distribution</b>							
110			(37,980.00)	(37,980.00)	25,452.91	(12,527.09)	67.02%	2,932.69
	Personnel		0.00		0.00			0.00
112			(4,600.00)	(4,600.00)	4,474.45	(125.55)	97.27%	489.30
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	7,380.35	(2,239.65)	76.72%	754.80
	Part-Time Personnel		0.00		0.00			0.00
134			(108.00)	(108.00)	108.28	0.28	100.26%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(4,117.00)	(4,117.00)	2,857.06	(1,259.94)	69.40%	319.27
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(22,334.00)	(22,334.00)	721.26	(21,612.74)	3.23%	35.48
	Hospital And Health Insurance		0.00		0.00			0.00
143			(1,538.00)	(1,538.00)	378.38	(1,159.62)	24.60%	119.09
	Retirement - Current		0.00		0.00			0.00

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75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
260			(1,000.00)	(1,000.00)	4,661.78	3,661.78	466.18%	449.43
	Repair And Maintenance Services		0.00		0.00			0.00
291			(240.00)	(240.00)	456.00	216.00	190.00%	101.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	1,068.46	68.46	62.00%	0.00
	Operating Supplies		0.00		0.00			0.00
322			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			0.00	0.00	450.00	450.00	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(9,000.00)	(9,000.00)	6,312.51	(2,687.49)	70.14%	541.45
	Fuel Charges		0.00		0.00			0.00
332			(3,000.00)	(3,000.00)	1,843.83	(1,156.17)	61.46%	0.00
	Motor Vehicle Parts		0.00		0.00			0.00
338			(26,000.00)	(26,000.00)	23,257.35	(2,742.65)	89.45%	1,068.24
	Repair Parts For Water Or Sewer Lines, Meters,		0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	1,331.55	331.55	133.16%	0.00
	Consumable Tools		0.00		0.00			0.00
391			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Water Meters		0.00		0.00			0.00
900			(44,000.00)	(44,000.00)	10,728.57	(33,271.43)	24.38%	0.00
	Capital Outlay		0.00		0.00			0.00
934			(15,000.00)	(15,000.00)	6,335.00	(8,665.00)	42.23%	0.00
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
<b>52211</b>	<b>Sewer Collection (Lines)</b>							
110			(19,118.00)	(19,118.00)	12,083.80	(7,034.20)	63.21%	1,559.20
	Personnel		0.00		0.00			0.00
112			(6,600.00)	(6,600.00)	1,579.54	(5,020.46)	23.93%	390.06
	Over-Time Personnel		0.00		0.00			0.00

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75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(9,620.00)	(9,620.00)	6,969.29	(2,650.71)	72.45%	732.60
	Part-Time Personnel		0.00		0.00			0.00
134			0.00	0.00	108.28	108.28	No Budget	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(2,761.00)	(2,761.00)	1,572.21	(1,188.79)	56.94%	203.12
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(11,513.00)	(11,513.00)	4,992.25	(6,520.75)	43.36%	749.49
	Hospital And Health Insurance		0.00		0.00			0.00
143			(921.00)	(921.00)	116.17	(804.83)	12.61%	67.83
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	285.00	(215.00)	57.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(1,300.00)	(1,300.00)	795.89	(504.11)	61.22%	93.41
	Electric		0.00		0.00			0.00
260			(7,500.00)	(7,500.00)	15,806.04	8,306.04	210.75%	0.00
	Repair And Maintenance Services		0.00		0.00			0.00
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	659.86	(340.14)	65.99%	0.00
	Operating Supplies		0.00		0.00			0.00
900			(10,000.00)	(10,000.00)	13,588.04	3,588.04	135.88%	0.00
	Capital Outlay		0.00		0.00			0.00
934			(815,140.00)	(815,140.00)	73,842.51	(741,297.49)	9.06%	30,396.87
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
<b>52213</b>	<b>Sewer Treatment And Disposal</b>							
110			(64,597.00)	(64,597.00)	61,827.78	(2,769.22)	95.71%	6,528.20
	Personnel		0.00		0.00			0.00

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75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
112			(6,100.00)	(6,100.00)	2,561.76	(3,538.24)	42.00%	200.00
	Over-Time Personnel		0.00		0.00			0.00
134			(2,008.00)	(2,008.00)	108.28	(1,899.72)	5.39%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(5,677.00)	(5,677.00)	4,877.99	(799.01)	85.93%	508.74
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	19,063.80	1,336.80	107.54%	2,068.41
	Hospital And Health Insurance		0.00		0.00			0.00
143			(4,319.00)	(4,319.00)	3,118.27	(1,200.73)	72.20%	355.10
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	900.00	400.00	180.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
170			(4,000.00)	(4,000.00)	2,867.50	(1,132.50)	71.69%	0.00
	Fees		0.00		0.00			0.00
241			(35,000.00)	(35,000.00)	24,663.31	(10,336.69)	70.47%	2,360.82
	Electric		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	3,280.99	(1,719.01)	65.62%	471.12
	Telephone And Other Communications		0.00		0.00			0.00
260			(16,500.00)	(16,500.00)	18,026.73	1,526.73	109.25%	1,164.45
	Repair And Maintenance Services		0.00		0.00			0.00
295			(15,000.00)	(15,000.00)	10,949.79	(4,050.21)	73.00%	1,240.12
	Landfill Services		0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	2,985.96	(7,014.04)	29.86%	648.28
	Operating Supplies		0.00		0.00			0.00
322			(21,000.00)	(21,000.00)	13,736.01	(7,263.99)	65.41%	838.37
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
326			(5,000.00)	(5,000.00)	4,567.96	(432.04)	91.36%	972.72
	Clothing And Uniforms		0.00		0.00			0.00

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75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
329			0.00	0.00	432.05	432.05	No Budget	86.41
	Other Oper. Supplies		0.00		0.00			0.00
934			0.00	0.00	14,219.25	14,219.25	No Budget	0.00
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
<b>52316</b>	<b>Customer Accounting &amp; Collection</b>							
211			(6,000.00)	(6,000.00)	4,555.82	(1,444.18)	75.93%	136.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
255			(14,000.00)	(14,000.00)	16,740.74	2,740.74	119.58%	0.00
	Data Processing Services		0.00		0.00			0.00
<b>52317</b>	<b>Administrative &amp; General Expenses</b>							
110			(99,999.00)	(99,999.00)	79,516.45	(20,482.55)	79.52%	7,307.70
	Personnel		0.00		0.00			0.00
111			(9,000.00)	(9,000.00)	5,999.88	(3,000.12)	66.67%	692.30
	Secretary/Treasury Personnel		0.00		0.00			0.00
112			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			0.00	0.00	448.20	448.20	No Budget	0.00
	Part-Time Personnel		0.00		0.00			0.00
133			(750.00)	(750.00)	375.00	(375.00)	50.00%	0.00
	City Bonus		0.00		0.00			0.00
134			(217.00)	(217.00)	216.56	(0.44)	99.80%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(6,000.00)	(6,000.00)	6,750.00	750.00	112.50%	750.00
	Certification Bonus		0.00		0.00			0.00
141			(8,566.00)	(8,566.00)	7,085.94	(1,480.06)	82.72%	664.36
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	14,950.35	(2,776.65)	84.34%	1,465.86
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,597.00)	(6,597.00)	4,796.58	(1,800.42)	72.71%	449.40
	Retirement - Current		0.00		0.00			0.00

**Template Name:** LGC Stmt of Exp & Enc - City  
**Created by:** LGC

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**March 2024**

**User:**  
**Date/Time:**

Sandy Johnson  
 4/1/2024 10:34 AM  
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Fund : **413**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
146			(10,100.00)	(10,100.00)	8,346.00	(1,754.00)	82.63%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(500.00)	(500.00)	2.25	(497.75)	0.45%	2.25
	Unemployment Insurance		0.00		0.00			0.00
148			(500.00)	(500.00)	125.00	(375.00)	25.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
220			(1,250.00)	(1,250.00)	2,187.59	937.59	175.01%	159.48
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
235			(3,000.00)	(3,000.00)	2,243.76	(756.24)	74.79%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(800.00)	(800.00)	160.00	(640.00)	20.00%	0.00
	Advertising		0.00		0.00			0.00
250			(88,275.00)	(88,275.00)	70,444.01	(17,830.99)	79.80%	7,356.32
	Professional Services		0.00		0.00			0.00
252			(800.00)	(800.00)	586.15	(213.85)	73.27%	0.00
	Legal Services		0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	13,782.15	782.15	106.02%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
256			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Consultant's Services		0.00		0.00			0.00
280			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
310			(2,500.00)	(2,500.00)	2,371.55	(128.45)	94.86%	0.00
	Office Supplies And Materials		0.00		0.00			0.00
320			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Operating Supplies		0.00		0.00			0.00
510			(22,064.00)	(22,064.00)	29,905.00	7,841.00	135.54%	0.00
	Liability Insurance		0.00		0.00			0.00
555			(2,000.00)	(2,000.00)	1,354.36	(645.64)	67.72%	0.00
	Bank Service Charges		0.00		0.00			0.00



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**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**March 2024**

**User:**  
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Fund : **413**

75.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
734			0.00	0.00	1,957.94	1,957.94	No Budget	0.00
	Customer Reimbursement		0.00		0.00			0.00
900			0.00	0.00	5,946.35	5,946.35	No Budget	5,946.35
	Capital Outlay		0.00		0.00			0.00
948			(3,000.00)	(3,000.00)	3,492.45	492.45	116.42%	624.90
	Computer Equipment		0.00		0.00			0.00
<b>52523</b>	<b>Depreciation</b>							
540			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
	Depreciation		0.00		0.00			0.00
<b>Total For Fund:</b>	<b>413</b>		(1,963,105.00)	(1,963,105.00)	868,585.98	(1,094,519.02)	44.25 %	99,818.76
			0.00		0.00			0.00

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**City of Norris**  
**Statement of Revenues - City**  
**March 2024**

**User:** Sandy Johnson  
**Date/Time:** 4/1/2024 10:37 AM  
 Page 1 of 6  
 75.00%

Fund : **110** General Fund

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Monthly Comparative Unrealized</b>	<b>% UnRealized</b>
31111	Real Property Taxes (Current)	703,000.00	(924.84)	(753,256.65)	#	-7.15%
31112	Personal Property Taxes (Current)	73,000.00	0.00	(7,159.36)	#	90.19%
31120	Public Utilities Property Tax (Current)	6,800.00	(3,182.00)	(4,914.00)	#	27.74%
31200	Property Taxes (Delinquent)	10,000.00	0.00	(19,916.18)	#	-99.16%
31300	Int, Penalty, And Court Cost On Prop Tax	1,800.00	(80.00)	(3,072.30)	#	-70.68%
31511	Pay In Lieu Of Tax -Electric Utilities	18,000.00	(1,033.10)	(9,297.84)	#	48.35%
31600	Local Option Sales Tax	262,000.00	(18,483.61)	(207,764.76)	#	20.70%
31710	Wholesale Beer Tax	61,500.00	(3,407.28)	(28,552.33)	#	53.57%
31720	Wholesale Liquor Tax	44,000.00	(2,084.21)	(30,272.64)	#	31.20%
31730	Mixed Drink Tax	2,700.00	(716.50)	(7,515.91)	#	-178.37%
31800	Business Taxes	14,000.00	(296.61)	(5,158.08)	#	63.16%
31912	Cable TV Franchise Tax	22,000.00	0.00	0.00	#	100.00%
32210	Beer Licenses	1,200.00	0.00	(400.00)	#	66.67%
32410	Animal Registration	1,000.00	(20.00)	(479.00)	#	52.10%
32600	Building And Related Permits	12,415.00	(542.00)	(10,585.50)	#	14.74%
33400	Police Supplements - State Grant	5,600.00	0.00	(39,833.32)	#	-611.31%
33430	T Dot Enhancement Grant	122,000.00	0.00	0.00	#	100.00%
33480	Local Planning Grant	5,400.00	0.00	0.00	#	100.00%
33510	State Sales Tax	190,000.00	(14,647.38)	(148,531.37)	#	21.83%
33520	State Income Tax	10,500.00	0.00	0.00	#	100.00%
33530	State Beer Tax	736.00	0.00	0.00	#	100.00%
33552	State-City Streets And Transportation	3,234.00	(244.11)	(2,196.99)	#	32.07%
33590	Bank Excise Tax	4,550.00	0.00	0.00	#	100.00%
33591	Gross Receipts - Tva	19,000.00	(41.69)	(9,839.63)	#	48.21%
33592	Sports Betting - State Shared Tax	1,500.00	0.00	(2,125.59)	#	-41.71%
33730	Tenn Safety Grant	1,000.00	0.00	0.00	#	100.00%
33800	Local Agency Project	0.00	0.00	(50,000.00)	#	No Budget
33801	ARPA Funds	0.00	0.00	0.00	#	No Budget
34111	Duplicating Services	50.00	0.00	0.00	#	100.00%
34131	Administrative Services	88,275.00	0.00	(55,474.87)	#	37.16%
35110	City Court Fines And Costs	3,000.00	(391.25)	(1,385.00)	#	53.83%

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**City of Norris**  
**Statement of Revenues - City**  
**March 2024**

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75.00%

Fund : **110** General Fund

**Monthly Comparative**

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% UnRealized</b>
35140	Drug Related Fines	300.00	0.00	(462.65)	#	-54.22%
35160	Court Fines And Costs From County Courts	200.00	0.00	(120.65)	#	39.68%
36100	Interest Earnings	38,000.00	0.00	(40,319.90)	#	-6.11%
36211	Community Building Rental	400.00	(240.00)	(1,925.00)	#	-381.25%
36212	Tower Rent	29,000.00	0.00	(26,625.12)	#	8.19%
36213	Pavilion Rental	600.00	0.00	(420.00)	#	30.00%
36420	Osm Parking Contract	1,000.00	0.00	(1,000.00)	#	0.00%
36550	Tree Commission	3,000.00	0.00	0.00	#	100.00%
36700	Animal Shelter Contri And Donations	6,500.00	(1,100.00)	(7,533.35)	#	-15.90%
36710	Recreation Comm. Donations	2,500.00	0.00	(896.82)	#	64.13%
36710	CDB Contri And Donations-Businesses	5,500.00	0.00	0.00	#	100.00%
36721	Contri And Donations-Organizations No.-1	650.00	0.00	0.00	#	100.00%
36730	Norris Recreation Comms. Donations	5,000.00	0.00	(50.00)	#	99.00%
36732	Trail Benches	1,500.00	(547.67)	(547.67)	#	63.49%
36735	Norris Little Theatre Donations	3,000.00	0.00	0.00	#	100.00%
36738	Norris Vol. Fire Dept. Donations	20,000.00	0.00	(700.00)	#	96.50%
36960	Operating Transfer In From Other Funds	45,290.00	0.00	0.00	#	100.00%
36990	Miscellaneous Refunds	1,000.00	0.00	(173.27)	#	82.67%
37199	Miscellaneous	20,000.00	(1,494.32)	(61,521.93)	#	-207.61%
<b>Total For Fund:</b>	<b>110</b>	<b>1,871,700.00</b>	<b>(49,476.57)</b>	<b>(1,540,027.68)</b>		<b>17.72 %</b>

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**City of Norris**  
**Statement of Revenues - City**  
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Fund : **121** State Street Aid Fund

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75.00%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Monthly Comparative Unrealized</b>	<b>% UnRealized</b>
33551	State Gasoline And Motor Fuel Tax	55,900.00	(11,391.68)	(49,898.52)	#	10.74%
36100	Interest Earnings	0.00	0.00	(4,486.50)	#	No Budget
<b>Total For Fund:</b>	<b>121</b>	<b>55,900.00</b>	<b>(11,391.68)</b>	<b>(54,385.02)</b>		<b>2.71 %</b>

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 75.00%

Fund : **123** Watershed Fund

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Monthly Comparative Unrealized</b>	<b>% UnRealized</b>
36100	Interest Earnings	0.00	0.00	(6,306.30)	#	No Budget
36212	Tower Rent	28,000.00	0.00	(26,625.27)	#	4.91%
36690	Wood Permits	20.00	(45,453.00)	(45,453.00)	#	-227165.00%
36691	Hunting Permits	3,800.00	0.00	(3,500.00)	#	7.89%
36693	Rifle Range Permits	59,000.00	(2,250.00)	(61,026.00)	#	-3.43%
37199	Miscellaneous	1,000.00	0.00	(2,740.00)	#	-174.00%
<b>Total For Fund:</b>	<b>123</b>	<b>91,820.00</b>	<b>(47,703.00)</b>	<b>(145,650.57)</b>		<b>-58.63 %</b>

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**Statement of Revenues - City**  
**March 2024**

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Fund : **128** Refuse/Recycle Fund

**Monthly Comparative**  
 75.00%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% UnRealized</b>
34410	Refuse Collection Charges	28,620.00	(1,833.00)	(21,696.65)	#	24.19%
34430	Refuse Collection And Disposal Charges	128,952.00	(10,608.00)	(94,492.00)	#	26.72%
<b>Total For Fund:</b>	<b>128</b>	<b>157,572.00</b>	<b>(12,441.00)</b>	<b>(116,188.65)</b>		<b>26.26 %</b>

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**City of Norris**  
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 75.00%

Fund : **413** Water And Sewer

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Monthly Comparative Unrealized</b>	<b>% UnRealized</b>
33100	Federal Grants	815,140.00	0.00	0.00	#	100.00%
36100	Interest Earnings	3.00	0.00	(19,625.05)	#	-654068.33%
37110	Metered Water Sales	525,000.00	(46,947.86)	(423,972.05)	#	19.24%
37120	Flat Rate Water Sales To Gen Customers	4,000.00	(307.86)	(2,770.74)	#	30.73%
37130	Fire Service And Hydrant Rentals	12,200.00	0.00	0.00	#	100.00%
37191	Forfeited Discounts And Penalties	13,000.00	0.00	0.00	#	100.00%
37195	Installation Charges	4,800.00	(325.00)	(3,150.00)	#	34.38%
37196	Water Tap Fees	1,100.00	0.00	0.00	#	100.00%
37199	Miscellaneous	2,000.00	0.00	(7,073.96)	#	-253.70%
37210	Sewer Service Charges	510,000.00	(43,778.62)	(394,382.42)	#	22.67%
37220	Sewer Inspection Fees	550.00	0.00	0.00	#	100.00%
37290	Other Operating Rev-Sewer Stoppages	150.00	0.00	0.00	#	100.00%
37293	Sale Of Parts	0.00	(393.60)	(2,399.63)	#	No Budget
37299	Miscellaneous	500.00	0.00	0.00	#	100.00%
37990	Other Revenue	11,000.00	0.00	(5,500.00)	#	50.00%
<b>Total For Fund:</b>	<b>413</b>	<b>1,899,443.00</b>	<b>(91,752.94)</b>	<b>(858,873.85)</b>		<b>54.78 %</b>

**TO: Norris City Council**  
**DATE: April 8, 2024**  
**FROM: Adam Ledford**  
**RE: City Manager's Report**

**1. 2023-24 Year to Date Budget**

Revenues and Expenditures:

- a. General fund projected revenues through the 3<sup>rd</sup> Quarter of the fiscal year totaled \$1,561,241 or 75.5% of the plan, slightly above the level loaded average of 75%. The number was behind last year at this time by roughly \$355,126. This shift is directly related to 2 unique revenues from last year that were not anticipated to be continuing sources (the City received \$104,000 from the County as a match associated with a project and the City received COVID direct allocation funds). If you take those 2 numbers out, organically, the current year is out performing last year by roughly \$244,209.
- b. General fund expenditures of \$1,956,168 reflect 68.2% of planned expenses, adjusted for proposed budget amendments, giving consideration for annual expenditures planned at the beginning of the fiscal year, rolled over capital projects, legal fees, and anticipated 1-time capital expenditures approved for the current fiscal year. The 3<sup>rd</sup> Quarter number higher than last year by roughly \$540,236.
- c. General fund expended 54.9%, or \$498,599 of the updated capital expenditures plan for the fiscal year.
- d. Water/Sewer revenues resulted in \$862,374 or 44.8% of the adjusted plan, however if you remove anticipated grant funds, the total represented 77.6% of organic revenue anticipated. The number outpacing last year by roughly \$100,712.
- e. Water/Sewer expenditures totaled \$868,587 or 44.5% of the fiscal year adjusted plan. The number more than last year by roughly \$237,957. This increase is partially driven by \$128,190 of planned capital expenditures or 12.7% of the fiscal year budget.
- f. Watershed revenues of \$146,950 represents 142.9% of adjusted fiscal year revenue expectations headed by rifle range permits, timber sales, and interest. This is an increase over last year by about \$60,240 through the same period. It should be remembered that timber sales are not a regularly income, but only once every 4 to 8 years.
- g. Watershed expended 14.6%, or \$9,260 of the planned capital expenditures for the fiscal year. The remaining expenditures are backend loaded for the 4<sup>th</sup> quarter of the fiscal year.
- h. Street Aid revenues of \$55,085 presented a consistent mark beating expectations at 98.5%. This increase is driven by interest on the fund. It is anticipated that the City will realize the roughly \$170,000 expenditure for current projects over the next month.
- i. Solid Waste expenditures are currently \$122,472 which is 78.8% of anticipated cost. Revenues are at \$116,189 or 73.7% of planned. This shows that after city's fee adjustment and the contractor's annual rate increase the City is slightly behind matching revenues to expenses. I will remind the Council that negotiations to reduce contract expenses through adjustments in services was rejected by the contractor. The agreement will be up for reconsideration in the next 1.5 years. Today I am recommended an adjustment to correct the ongoing overrun.

**2. Paving Project**

The project has been ongoing for the last week or more. Assuming weather stays on our side, the project should be completed within the next week.

**3. New Lighting at Community Building**

The parking lot lighting for the community building was recently replaced. Only 2 of the lights were working, but with CUB's help, all have been restored. CUB also replaced several of the poles servicing the lights. As part of the project, a new transformer is being installed behind the building. The new unit will be smaller and cost the City less monthly. The previous unit was in need of replacement and oversized for our service needs.



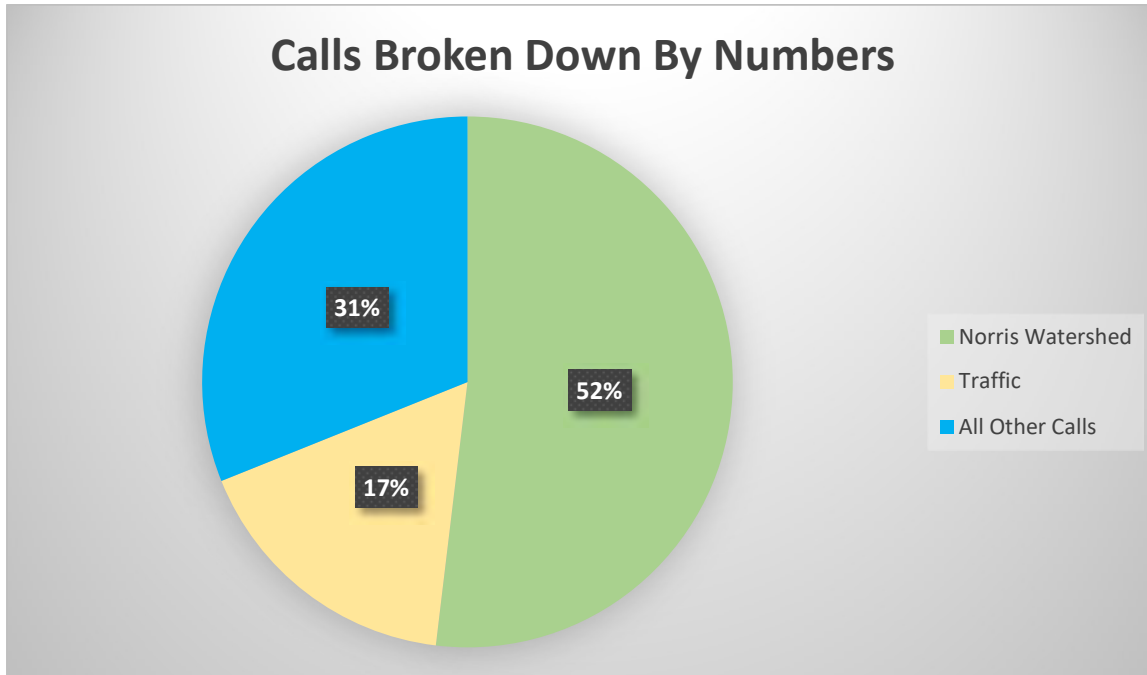
4. **Community Building Improvements**

Public Works has taken steps to resolve roughly 50% of the items identified on the facility inspection recently conducted. With the onset of warmer weather, we discovered the condenser for the office portion was not working so the AC unit needs significant repair. Quotes are being conducted as we speak.

5. **Police/Fire Roof Project**

The vendor should be complete by the end of this week after installing gutters.

To: Adam Ledford, City Manager  
 From: Mike Poole, Chief  
 Subject: March Monthly Report  
 Date: April 2<sup>nd</sup>, 2024



The Above is the total number of calls broken down into three categories. “Norris Watershed”, includes all calls for service and patrols conducted inside the watershed. Traffic Enforcement is the total amount of all documented sessions and stops within the city. The “All Other Calls” category includes all other calls for service, both officer-initiated calls and incoming calls from residents are grouped into this category.

Below are some of the calls taken by police this month:

<b>Accident – Motor Vehicle</b>	<b>4</b>	<b>Arrest of a Wanted Subject</b>	<b>1</b>
<b>911 Open Line – Hang up</b>	<b>2</b>	Assist Other Agency (Police)	2
<b>Alarm Calls</b>	<b>3</b>	Public Assist	6
<b>Animal Complaint</b>	<b>5</b>	Open Door / Gate	2
<b>B.O.L.O – A.P.B.</b>	<b>3</b>	Trespassing	2
<b>Case Follow Up Investigations</b>	<b>11</b>	Suspicious Person-vehicle-Activity	13
<b>Civil Matter</b>	<b>2</b>	Theft of Property	1
<b>Disturbance</b>	<b>2</b>	Traffic Enforcement	43
<b>Disabled Vehicle</b>	<b>4</b>	Traffic Complaint-Control-Hazard	12
<b>Drug Activity</b>	<b>2</b>	Traffic Stops	14
<b>EDP / Suicidal Person</b>	<b>3</b>	Recovery of Property (Property Found)	1
<b>Juvenile Problem</b>	<b>3</b>	Watershed Patrol/property checks	133
<b>Community Event</b>	<b>2</b>	Welfare Check	4
<b>Officer Investigations</b>	<b>3</b>	Stationary Observation at Norris Dam	1
<b>Assist E.M.S.</b>	<b>8</b>		
<b>Assist Fire</b>	<b>1</b>		

In the month of March, the Norris Police Department had documented a total of 613 Calls for service. Of the 613 Total entries, 161 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 120 Patrols and 37 property checks in and through the Norris Watershed. An additional 3 calls for service were answered. This accounted for a total of 160 calls for service and 47.42 Total hours spent in or on the Norris Watershed.
- The Norris Rifle Range annual membership ended September at 792, which is up 17 permits from last year (2022-2023).
- At the time of this report, the roof for the fire bay is almost complete. All the roofing is up and in place. We are currently waiting on guttering and trim to be completed.
- Norris Police Department lost an officer who took a job with another agency. His last day will be the 17<sup>th</sup> of April. We will be working to fill this position as soon as possible.

---

Mike Poole  
Chief of Police



## Monthly Fire Report

To: City Manager

From: Rick Roach (Fire Chief)

Date: 03/31/2024

The Norris Fire Department was dispatched to 31 calls for service, most being medical calls, but were only able to respond to 19 due to volunteers working.

The Norris Fire Department added a new member to our ranks this month. The new firefighter holds the certification as an Emergency Medical Technician (EMT), and Fire Fighter II, an advanced level of firefighting.

The Norris Fire Department will be training around town in the upcoming month of April. The department will train at the city office, and both schools, scheduling permitted. If you see your firefighters in action, feel free to stop by and say hello.

The Norris Fire Department has concluded its annual state mandated training, which enables the firefighters to receive the Volunteer Firefighter Education Incentive Supplement.

Overall, it's been a very good month for firefighting, however, we do ask that the citizens be patient with regarding outdoor burning due to the recent windy days. The long hot days with no wind will be here soon, perfect for burning.

Rick Roach  
Norris Fire Chief

**V. Old Business:**

**0-1: Benny Carden Memorial:** Supt. Wilkerson has been in contact with the supplier and has received the drawing and is in ordering process.

**0-2: WTP-Telemetry/Tank Project:** Supt. Wilkerson reports We are in process of calibrating parameters in closer. As for wireless On/Off of high service pumps, plan is to have it in place by end of month in Feb 2024 and weather permitting, NWC Team perform a TRIAL RUN.

**0-3: WWTP:** Update on the following Directors Order/ City Council Update, CCI up-date-Open for Discussion

**SEWER Rehab Projects: Supt Mr. Wilkerson and City Manager Leford meeting with Cannon & Cannon Engineers on discussion of projects and time line for progress with ARPA funds in the year 2024.**

**Short Term STP Upgrades: (July 2024)**

2- recirculating pumps	\$5,000.00
1- Mobile building (to house equipment)	\$2,500.00
1- Electric install	\$2,500.00
1- Piping/Fittings	\$1,500.00
1- Baffle Wall-(RTE review/quote)	\$7,000.00-\$10,000.00 reviewed and discussed with Engineers and RTE and design has been reduced BUT still will work as per CAP Plan.

- **(Letter of REQUEST to TDEC concerning SHORT-TERM Improvements) Update**

Also see #4 Supt Report pertaining to WWTP

**0-4: Distribution System:** See #7 in Supt Report

**0-5: Collection System:** See #9 Supt Report and

- NWC Staff visited 79 residents with Private identified Issues/NWC will need to re-smoke some areas identified
- Customer identified sites-Completed by customers- Response: \_16\_Qty-continuing to communicate with customers
- NWC is reviewing Public Identified issues-NWC side
- 127 Pine Road-8" Sewer Line Repair
- 114 Pine Road-sewer repair
- Sewer backup-After hours-during snow/cold event Sat. Night-XR/AR-72 Pine Road  
Supt Wilkerson reviewed area of stoppage on the City/NWC-Large tree in area creating issue-ROOTS-to dig and repair **(review tree ability to stand) Safety of employees**

**0-6: Cross Connection: (RPBP)**

- All completed except STP-blower room

**0-7: Galvanized Pipe replacement/Eliminate Projects**

- **NWC IS -IN PROGRESS**, Final inventory is required to be developed and submitted to TDEC no later than Oct. 16, 2024
- Visual Inspections are being conducted by NWC Team-It definitely will be time consuming and consist of manually hand digging/machine digging some service lines to identify ( Sites 65 locations inspected -Up to Date) Oak Road/Ridgeway Road-Completed
- Qty in need of replacement at this time is undetermined. Researching process in progress.- LSLI \$250,000 Grant 80/20 has been submitted-Thank You CDP-Evans Sanders

and the Mayor Chris Mitchell for both of their involvement, and for getting the grant submitted by the deadline, January 16, 2024.

- ***Cannon & Cannon Engineers will be meeting with Supt Wilkerson and City Mgr. Ledford with updates concerning LSLI Grant Updates from EPA.***

**0-8: SB845 TN Board of Utility Regulation**

**0-9: Wastewater Regionalization Study-**( Grant awarded notification \$ 3.3 M with a match of \$177,000) Open for discussion

**0-10: Update Trees Near Fire Hydrants and Lines:** No new updates

**0-11: Reservoir Hill:-**Fence Quote-No New updates and weather permitting , move forward in March 2024.

**0-12: Capitol Equipment Discussion:** Mini – Excavator//Jet Machine **Thank You City Council for the approval of the Purchase of new Bobcat E48-R mini excavator. Thank the City, NWC and the Watershed Board for the TEAM effort of this purchase.** Supt. Wilkerson provided a purchase Order to Bobcat of Knoxville and paper work is being completed by the City staff, providing needed information to proceed and acquire the equipment. We are excited and hope to have soon.!!

**NEW BUSINESS:**

**Shoring Panels: ON ORDER-Core & Main**

**Safety Trailer: 6.5 x 16' trailer ON ORDER-Allstate Trailers**

**Trailer to Haul NEW mini excavator:** Supt Wilkerson and Public Works Dir. Hevel along with Staff are reviewing trailer options. (type, size etc..)

**Vehicle:** Supt Wilkerson is in process of reviewing options of a ¾ ton or 1 ton vehicle to replace the 2005 Chev 4x4 in the Water Department. This vehicle will be utilized to pull the safety trailer and daily use. Possibly a small landscape dump truck.

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: February 21, 2024

RE: Superintendent Report

1. **Water Pumped MG/Sold/% loss**—See attached  
**Sold to ACWA: Alley 729,000- /Alley Road-362,700/Res. 1,200,600-** - each location
2. **Water Budget**-see financial report see attached in packet
3. **Rainfall** January -6.47\_” 7.19”-YTD Source ok presently-January 2024 rain/snows does help the source.
  - **Operations Building:** clean as needed, reviewing lighting options in our Equipment Storage bldg. and ConX containers where pipe fittings etc.. are stored. And having excess to electric 110 outlets in the ConX.
  - NWC Team prepared for January 2024 Snow/Cold Event  
Filled oil Heater with oil, extra visual inspections thru out system of meter box lids, extra insulation (for meter boxes), propane torches( frozen pipes) hand warmers for staff, and all PPE needed for these types of events.  
  
*Additional Team member on call to assist and thru out entire weekend plant inspections, (driving conditions)*
- 4 . **WWTP-Non-Compliance-VIOLATIONS**—(3-times /1-9-24/2.14”  
1-24-24 melting snow/rain 6.5”  
1-27-24/2.21” In the month of January 2023-
- 5 -Reports-Monthly to TDEC-(3 monthly-12 hours)
  - a. Dailey Inspections (84 points to inspect) and Operations
    - i. Recorded Dailey on Log Book and Computer
    - ii. Dailey Testing performed
  - b. **WWTP-Training-** January 2024 Xan Ridenour in training at STP
  - c. **Press Sludge-** 2 times this month.
  - d. **Supernatant-** 0 times
  - e. **Pumped Aeration to Digester-** 3 times mth
    - Tons of sludge hauled-9.50
    - Rain:- 5.08” ” at STP not including 6.5” of snowfall

- Ferm Zone-Dailey mixing/logging
- Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection) Twice
- Drum Assembly-REPLACED solenoid valve
- Xan Ridenour-training at the STP

#### 5. WTP-Water Plant:

- a. -Reports-Monthly-to TDEC completed (5 monthly-12 hrs)
- b. -Dailey Inspections conducted (7 days a week) morning-evening inspection (52 points of inspection each time entered the plant)
- c. Dailey Testing conducted morning /evening
  - i. Record Dailey on Log Book and Computer
- d. – Samples- Bacteriological ,Lagoon and quarterly Samples collected
- e. -Backwashed Filters- 5 this month-Requires 6 hours each BW. (coating)
  - i. -Adam Roberson-is training in the operations of the WTP/Distribution System
- f. Propane-ordered filled container-January 2024
- g. Water Samples Collected: Backwash aluminum and fluoride quarterly
- h. *Chlorine Room*: replaced  $\frac{3}{4}$ " discharge line leaking-replaced 110 outlets -(wire malfunction) -replaced chlorine cylinder-Repaired Heater @ ceiling  
*Chlorinator head assembly*-worked on (Ordered two NEW head assemblies to replace existing set up) Current ones are Enchlor and parts are an issue and malfunctions frequently. The Team has kept
- i. Painting-started painting feed lines within plant and Labeling them

#### 6. Distribution System:

- a. -Read Meters/Rereads-4 day
- b.-Bact Samples-Collected 2-regular
- c.-Spring – checked 4 times this month
- d. -Service Calls- for the month of January 2024 44 Qty
- e. Water Valves Inspection-XR/AR-identifying and inspecting (Starting)
- f. 85 Dale Road-replaced yoke valve
- g. 19 Chestnut Drive-checked -line froze  
Snow/Cold Event Related in January 2024
- h. (Call after hours)Covenant Life Church-alarm-busted water pipes  
Communication Process via phone- with Police Officer Gabe Hackler and Fire Fighter Tyler Keck-Supt Wilkerson appreciates and compliments the action response of these two Team Members
- i. (Call/ Supt responded after hours)Archers Building- water line busted
- j. East Norris Road-leak at facility-NWC responded
- k. Norris Middle School-leak at facility-NWC responded
- l. NWC Team (Supt and 3 Operators)-Leak Detection-OT-Sunday-4 hours before rain event/melting snow



[Distribution continued](#)

- m. Meter Pits: ACWA (Reservoir Road, Alley Rd x2), TVA and NDSP-READ DAILY
- 7. **Flushing Program:** NWC Team flushed -Orchard Road, Oak Road-Pine Road
- 8. **Sewer Collection System:**
  - Sewer stoppages-
  - 127 Pine Road-72 Pine Road: Resolved
  - Sewer Lift Stations x2- Hickory Trail-checked daily



**NORRIS WATER COMMISSION MEETING MINUTES**  
**February 21, 2024**

Members Present: Loretta Painter, Will Grinder, Bill Grieve, Chris Mitchell and Charles Nicholson  
Absent:

Secretary/Treasurer: Charles A. Ledford

Water Superintendent: Tony Wilkerson

- I. **Call to Order:** The meeting was called to order by Chuck Nicholson at 6:00 pm.
- II. **Approval of the Agenda** – Loretta Painter mentioned the lack of an agenda item related to tree risk associated with utility infrastructure. She presented her desire the issue be moved from the commission to the city council as a safety issue.
- III. **Hear the Public** – Dennis Day expressed he was in attendance to hear about the Benny Carden Memorial with further comments reserved for the agenda item.
- IV. **Minutes**
  1. **January 22, 2024 NWC Minutes**

A motion was made by Bill Grieve and seconded by Loretta Painter **to approve the January 22, 2024 meeting minutes** as presented.  
The proposal passing on a vote of 5 to 0 as follows:  
Yes: Will Grinder, Loretta Painter, Bill Grieve, Chris Mitchell, Chuck Nicholson
- V. **New Business**
  1. **Discussion with Candace Vannasdale, a Representative from the Tennessee Board of Utility Regulation (TBOUR)**

This discussion was postponed until the March meeting due to scheduling conflicts.
  2. **Capital Equipment and Project Planning Discussion**

City Manager Ledford and Superintendent Wilkerson reviewed the current capital plan and changes being planned for the next fiscal year.
- VI. **Old Business**
  1. **Benny Carden Memorial**

Superintendent Wilkerson notified the commission the planned second plaque is expected to be 16 inches wide and 24 inches long and made of bronze. The price was anticipated to be around \$2,500. The delivery expected to take up to 90 days. Dennis Day inquired about the financing for the memorial. The Superintendent responded that private donations were being used for purchasing while the City's support was focused on in-kind.
  2. **Activities at the Water Treatment Plant**

Superintendent Wilkerson reported the telemetry is being calibrated, but should be done by the next meeting.

3. **Activities at the Wastewater Treatment Plant**  
Superintendent Wilkerson reported tomorrow's meeting with Cannon and Cannon will serve to advance this project in tandem with all other projects.  
  
Concerns about advancing beyond CAP activities before the official grant of the regional study project were discussed.  
  
City Manager Ledford reported a draft of the previously requested letter to TDEC was under consideration and should be mailed in the next few days.
4. **Water Distribution**  
Superintendent Wilkerson and City Manager Ledford presented information within current Norris Code related to costs associated with customer fire suppression systems. Cost and fines for repairs could be charged, but there was nothing associated with water usage.  
  
Mayor Mitchell reported that, after speaking with other communities, he learned that the creation of a fee for fire suppression service was not unusual.
5. **Sanitary Sewer Collection System**  
Superintendent Wilkerson reported on a repair at Pine Road. He pointed out this was within one of the main repair areas identified for the major project.
6. **Cross Connection Management System**  
Superintendent Wilkerson shared that he is having a second employee certified for management of this segment of operations.
7. **Galvanized Pipe Project**  
Superintendent Wilkerson reported that efforts related to this project had been paused while we await a response from the grant application and attendant upcoming training.
8. **SB845 New TN Board of Utility Regulation**  
No comments of action taken on this topic.
9. **Wastewater Regionalization Study**  
Mayor Mitchell reported that the state has yet to send out documents.
10. **Alternative Water Supply Study**  
No comments of action taken on this topic.
11. **Trees**  
As a result of the decision to move this to the next council meeting no further comments or action taken on this topic.
12. **New Security Fencing**  
Superintendent Wilkerson reported he is still fielding estimates for this project. Prompted by questions from Loretta Painter, the Superintendent informed the commission that he had not yet starting fielding pricing for potentially including cameras at the location.

## VII. Reports

1. **Superintendent Report:** The report is herein attached as part of these minutes. Superintendent Wilkerson further reported that both plants had replaced their chlorine injection systems. The old units were obsolete and parts had become a problem to find.
2. **December Financial Report:** The report is herein attached as part of these minutes.

3. **December Unaccounted-for Water Report:** The report is herein attached as part of these minutes.
4. **Bad Debts:** Mayor Mitchell asked about bad debts and the details and timeline for consideration.

VIII. **Adjournment: 7:04 p.m.**, Motion by Bill Grieve and seconded by Loretta Painter to adjourn, All:  
AYE

**NORRIS WATER COMMISSION Unaccounted for Water Report July2023-June 2024**

MONTH	WATER PUMPED	WATER SOLD/ METERED	METERED FOR CONSUMPTION	FIRE DEPT. USAGE	FLUSHING	Tank Clean/Fill	Water BILL ADJ.	Water LOST	% LOST	# Cust.
			NOT SOLD							
July	8,067,000	6,329,600	653,400	5,000	580,000		31,600	472,400	5.86%	798
August	8,644,000	7,391,800	714,200		505,000		8,900	24,100	0.28%	798
Sept.	7,382,000	6,372,700	576,400		425,000			7,900	0.11%	798
Oct.	7,545,000	6,435,400	775,600		290,000			44,000	0.58%	
Nov.								0	#DIV/0!	
Dec.	7,645,000	5,355,600	593,000		1,010,000			686,400	8.98%	
Jan.	7,798,000	6,165,500	550,700		380,000			701,800	9.00%	
Feb.	6,570,000	5,304,200	560,200		355,000			350,600	5.34%	
March								0	#DIV/0!	
April								0	#DIV/0!	
May								0	#DIV/0!	
June								0	#DIV/0!	
<b>Total</b>	<b>53,651,000</b>	<b>43,354,800</b>	<b>4,423,500</b>	<b>5,000</b>	<b>3,545,000</b>	<b>0</b>	<b>8,900</b>	<b>2,287,200</b>		

A	B	C	D	E	F	G	H	I	J
February	2024								
	West Norris Road-Valve								
	West Circle-Valve			30,000					
	Fire Hydrant/Deadend Flushing			150,000					
	Catholic Church 2"-			75,000					
	Lenior Museum-Fire Line			100,000					
				355,000					

Tony Wilkerson  
Superintendent

**CITY OF NORRIS  
DEPARTMENT OF PUBLIC WORKS  
MONTHLY REPORT  
December March Year 2024**

Community building Maint.	74
Public Works Building Maint.	22.5
Public Safety Building Maint.	2
McNeeley Building Maint.	11
Lions Pavilion & Gazebo	0
Equip. & Vehicle Maintenance	24
Watershed, Rifle Range, Trash & Litter	17
Street and Roads	2
Mowing	50
Sidewalks	2
Leaf Collection	0
Brush Pickup, Pruning, Mulching, Tree Work	120.5
Drainage (Gutter/Basins) Maintenance	5
Eric Harold Park	4
Oak Road Park	112
Ridgeway Park	9
Town Clean Up/ garbage, Litter in Town	38.5
Animal control	16.5
Signs repair and replace	6
Tree Commission	0
Volunteer Fire Dept.	0
Overtime	2
<b>Administration Work</b>	<b>10</b>

**Loads**

0	Leaves
14	Brush
2	Chips

**City Ordinance Department**


**Vehicle Report**    Current    Miles for  
Mileage    the Month

2017 Chev	62676	770
2013 Chev	56354	303
2000 Ford		
2005 Dump Truck	57188	192
2022 Kenworth	3106	57

**Equipment Report**

Chipper, Vermeer 1995		CUB Walk Behin	
Leaf Vacuum 2000			
		Hustler	
Bobcat		CUB	
Kubota		Kubota Tractor	

**PUBLIC WORKS MONTHLY REPORT**  
**Month & Year Work Completed**  
**Page 2**

**1 Community**

a)

**2 Community Building**

- a) Weekly cleaning and set ups
- b) Mow as needed
- c) Working on list of repairs. 2 new toilets, exit & emergency lights, exterior issues , electrical covers and etc.
- d) Moved files to closets down stairs

**3 McNeeley Municipal Building**

- a) Weekly cleaning
- b) mow as needed
- c) Lock at recreation side of building

**4 Lion's Pavillion and Gazebo**

- a) Trash in trash cans picked up weekly

**5 Vehicles and Equipment**

- a) Monthly checklist performed
- b) Oil changed in mowers and tune up

**6 Public Works Building**

- a) Weekly cleaning
- b) New gutters for building

**7 Public Safety Building**

a)

**7 Drainage**

- a) Cleaned as needed
- b)

**8 Streets / Sidewalks / Right of Ways**

- a) Cleaned as needed
- b) Pavinf on Butternut and Hickory

**9 Parks**

- a) Oak Park playground got rubber mulch and barriers
- b) Oak Park Pavilion is up but not finished yet
- c) Set up forms for Ridgeway park sidewalk

**10 Watershed**

- a) Helped with Wildlife opening burn
- b) Installed signs for Forresty work on High Point
- c) Rifle Range
  - 1) 3/7 2 Boards replaced
  - 2) 3/14 1 Board replaced
  - 3) 3/28 2 Boards replaced

**11 Brush Dump**

1)

**12 Animal Control**

- a) Animals fed in the morning daily and walked if needed
- b) 1 Dog in and 1 cat in
- c) I dog was adopted

**13 Comments:**

## Parks and Recreation Director’s Report

April 8, 2024

1. Continued coordination with Hicks Construction on the Pavilion project at Oak Rd. Park.
2. Researched and gathered documents to assist CDP with the completion of the Norris Parks and Rec Master Plan.
3. Continued development of 2024-2025 Budget for Parks and Recreation activities
4. Continued work on 2024 LPRF Grant application process.

<b>Improvements at Parks and Rec Facilities</b>		
<b>Project</b>	<b>Park(s)</b>	<b>Description</b>
Pavilion	Oak Road Park	Structure nearing completion
Surface Improvements	Oak Road Park	New barriers and rubber mulch installed under play equipment at Oak Road Park
Walkway Paving	Ridgeway Park	Plan to pave walkway; currently facing asphalt-related delays



## Norris Recreation Commission Meeting February 20th, 2024

**NRC Members:** Lisa Higginbotham(1/26), Brianne Kibler (5/26), Elizabeth Mason (1/27), Sarah Miceli (1/25), Kathie Murphy (8/2025), Chuck Nicholson (12/24), Chris Mitchell (12/24)

**Members in Attendance:** Lisa Higginbotham(1/26), Brianne Kibler (5/26), Elizabeth Mason (1/27), Sarah Miceli (1/25), Chuck Nicholson (12/24), Chris Mitchell (12/24) (late)

**Members Not in Attendance:** Kathie Murphy (resigned)

**Guests:** Pam Turner, Loretta Painter, Bailey Whited

**Call to Order: 7:02 pm**

**Approve Minutes:** Regular meeting minutes for 12/2023. #9 re-wording fundraiser/selling items (selling items pertains to things like bricks) We cannot solicit donations. We can sell items if we limit the sales to two 30-day periods. (Chuck) Special called meeting: next meeting should be 3<sup>rd</sup> Tuesday (chg 2/13 to 2/20) (Chuck) Chuck motion to accept minutes as amended and Sarah 2<sup>nd</sup> motion, all in favor.

### Old Business:

- Park & Rec Director Report: (Bailey Whited): ORP Pavilion, Park Maintenance Updates:
  - TLC to parks, cleaned up signs and equipment, kiosks installed, OR pavilion got behind because of weather and work will begin again once NPD roof is completed. Brianne noted that the group had spent a long time discussing what type of kiosks were wanted and the ones installed aren't what we had planned, would like better communication in the future for add-ins. We are very happy that they are done.
- City of Norris Park & Rec Master Plan (Community Development Partners): Andreas just sent a new set of concept maps for us to review. The concept maps don't match up. May need a special called meeting with Andreas to clarify and discuss. Lisa will re-work sections we have now based on group feedback, on Sunday. Submit feedback to Lisa via email. The copy should go back to Andreas for corrections (possibly Monday or Tuesday). After that, we may need to meet with Andreas to review and also review concept maps. Draft needs to go to Bailey by 3/6/24 to get on Council agenda. Public workshop to discuss the draft document 3/5/24 at 6pm.
- LPRF Intent to Apply Application: Bailey and Evan Sanders worked on the document and it has been submitted on 2/20/24. They think we can do it within the 750k parameters. Some work may be able to be done in-house.
- Norris Disc Golf/ Pickleball: Several people have reached out about changes to the disc golf course due to changes with the recreational facility.
- Norris Lions Club Workday Coordinator: looking for someone to coordinate (Bailey could possible coordinate with Public Works to help with this)
- Adopt a Park Program Coordinator: looking for someone to coordinate (again this may fall under Public Works or volunteer help) Chuck suggested this could run similar to the Adopt-a-Trail program and this would be complimentary to what Public Works is already doing.
- Norris Recreation Commission Charter Review: defer Bailey will send out the charter to the group

**New Business:**

1. Creamery Park Water Source Request: Spencer Boardman has requested a water source at the Creamery Park for cement work and other tasks that require water. Chuck: not needed for landscaping work. Water fountain is not necessary for that site. Cost outweighs benefits. Several members agree for now that this is not necessary but Spencer is welcome to come to a future meeting with financials to discuss.
2. Summer Concerts on the Commons: Bailey: this year is a transition to NRC taking over. Has a list of contacts from Will. This year, Bailey will handle the management of the concerts but it may be better served if the commission handles in the future. Brianne requested Bailey share the dates of the concerts and he will email. Loretta would like to know if the donation was made to pay for the concerts. It has not been made as of yet. Brianne will reach out to contact at PCUD to obtain donation (historically 5k) How would we attract more Norris residents to attend? More local talent on the front end as openers. Pam Turner: local youth and talent in the community has sent messages wanting to be part of the concerts but were told that it was already booked.
3. Summer Recreation Summer Program: will discuss next meeting
4. Card Tables: Loretta presenting: a group of people meet on Tuesdays to play mahjong and have to bring their own tables. Would be good if building had 4 card tables. The tables are multipurpose for mahjong, cards, dominoes, etc. 4 tables \$344.48 (no city tax). Elizabeth makes a motion to approve, Lisa seconds, unanimously approved.

**Next Meeting Date: March 19th**



**NORRIS WATERSHED BOARD MINUTES**

**February 15, 2024**

The following members were present:

Chairperson: Ralph Jordan	Absent	3yr. Term Expiration – 6/2024
Member: Robin Sain	Present	3yr. Term Expiration – 1/2026
Member: Allen Hendry	Present	3yr. Term Expiration – 1/2026
Member: Gene Lane	Present	3yr. Term Expiration – 1/2025
Member: Dennis Yankee	Present	3yr. Term Expiration – 6/2024
Member: OPEN	Absent	2yr. Term Expiration – OPEN
Member: Bill Grieve	Present	City Council Representative

**Quorum Met**

**I. Call to Order**

The meeting was called to order by Allen Hendry at 6:00 pm.

**II. Approval of the Agenda**

Vice Chairperson Allen Hendry announced he was adding a report by Joe Feeman to New Business and lawsuit update on Reports.

**III. Minutes:**

A motion was made by Robin Sain and seconded by Bill Grieve **to approve the minutes of the January 18, 2024 meeting while correcting minor adjustments.**

The proposal passing on a vote of 5 to 0 as follows:

Yes: Gene Lane, Allen Hendry, Bill Grieve, Dennis Yankee, Robin Sain

**IV. Hear the Public:**

No public comments.

**V. New Business**

- **Update on Range Expansion** – Allen Hendry reported that a party of stakeholders met at the range to further discuss development of additional lanes.
- **Joe Feeman Recommendations** – Timber RFBs are published and due back by the end of February. He reported the details for closing some roads and providing communication to the public.

A motion was made by Bill Grieve and seconded by Gene Lane **to purchase some metal signage.**

The proposal passing on a vote of 5 to 0 as follows:

Yes: Gene Lane, Allen Hendry, Bill Grieve, Dennis Yankee, Robin Sain

- **Setting of 2024 Cleanup Day and Time** – Allen Hendry opened the floor to discuss the possibility of having a spring cleanup day again this year. Joe Feeman suggested Carson Brewer in addition to Upper Lower Clear Creek. Dennis Yankee was asked to schedule a day with the boy scouts to lead the volunteer efforts.

Gene Lane motioned and Dennis Yankee seconded **to authorize refreshments for the volunteers for the upcoming cleanup day event.**

The proposal passing on a vote of 5 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Bill Grieve, Dennis Yankee, Robin Sain

## VI. Old Business

- **Clark Creek Springhead** – City Manager Ledford reported Mr. McGhee was awaiting dry weather but had the order to proceed with removal of the trees consistent with terms agreed to during his meeting with Ralph Jordan.
- **Clear Creek Parking Area/Stream Bank Stabilization** – Joe Feeman had no new information to share.
- **Boundary Trail Tree Removal/Cleanup** – City Manager Ledford reported that the homeowner and the city's insurance company have been speaking and inspecting the matter.
- **Tree Complaint Policies** – A deeper review of laws and responsibility was discussed before updating the current policies on tree removal.
- **Watershed Ordinance Update** – City Manager Ledford notified the board the recent changes to the governing watershed board ordinance to alter the NWC member to an at-large position.

## VII. Reports

- **Financials/Budget** – City Manager Ledford lead a review of the current year budget status. He further presented his initial proposal for next year's budget.
- **Norris Public Works** – Written report submitted without comment.
- **Norris Public Safety** – Written report submitted without comment.
- **Resource Management** – Joe Feeman spoke about some burns he was planning soon and some updates he suggested to the website to include descriptions of trails. Joe indicated he would need to review and update the previously used information prior to posting. As a final recommendation Joe recommended hiring Stephen Bakaletz to assist him and cleaning up some locations through the end of the fiscal year.

A motion was made by Gene and seconded by Robin Sain **to hire a field assistant through June 30, 2024.**

The proposal passing on a vote of 5 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Bill Grieve, Dennis Yankee, Robin Sain

- **Lawsuit Update** – City Manager Ledford reported that the case against the watershed had been dropped.

## VIII. Adjournment

Motion by Bill Grieve and seconded by Dennis Yankee to adjourn at 7:12 p.m., All: AYE



**NORRIS WATERSHED SPECIAL BOARD MEETING MINUTES**

**March 7, 2024**

The following members were present:

Chairperson: Ralph Jordan	Present	3yr. Term Expiration – 6/2024
Member: Robin Sain	Absent	3yr. Term Expiration – 1/2026
Member: Allen Hendry	Present	3yr. Term Expiration – 1/2026
Member: Gene Lane	Present	3yr. Term Expiration – 1/2025
Member: Dennis Yankee	Present	3yr. Term Expiration – 6/2024
Member: OPEN	Absent	2yr. Term Expiration – OPEN
Member: Bill Grieve	Absent	City Council Representative

**Quorum Met**

**I. Call to Order**

The meeting was called to order by Ralph Jordan at 6:00 pm.

**II. Approval of the Agenda**

A motion **to approve the agenda** was made by Dennis Yankee and seconded by Gene Lane.

The proposal passing on a vote of 4 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Dennis Yankee, Gene Lane

**III. Hear the Public:**

No comments.

**IV. Business**

- **Update on Range Expansion Discussion** - Ralph Jordan updated the Board on information he has collected on mitigating lead using a lead and copper harvesting company. He suggesting it might be an option to reuse the dirt spoils to level an area for new lanes.
- **Range Key Replacement Policy** – Ralph Jordan shared that recently someone lost their range key. He wanted to discuss the policy for replacement.
- **2024 Cleanup Day** – Ralph Jordan reminded the Board that March 23 was the day selected for 2023. Upper Lower Clear Creek was the selected area for target of the event. Dennis Yankee reported that the meetup time was 9 am at the water plant.

A motion was made by Gene Lane and seconded by Dennis Yankee **to authorize the purchase of refreshments for the cleanup day volunteers.**

The proposal passing on a vote of 4 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Dennis Yankee, Gene Lane

- **Proposed Modifications to Burn Plan and Associated Budget** – Joe Feeman reported that the current plan and budget called for a 50-acre burn on Mockingbird, however he was proposing an additional a 32-acre area on East Trail up to Gooseneck. A request to include UT in the burn has been made, but no commitment is currently in place.

A motion was made by Dennis Yankee and seconded by Gene Lane **to adjust the work plan to include the 32-acre East Trail burn proposed by Joe Feeman.**

The proposal passing on a vote of 4 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Dennis Yankee, Gene Lane

A motion was made by Allen Hendry and seconded by Gene Lane **to recommend an adjustment to the budget of \$1,500 for the 32-acre East Trail burn proposed by Joe Feeman.**

The proposal passing on a vote of 4 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Dennis Yankee, Gene Lane

- **Consideration of Awarding Timber Sale** – Joe Feeman presented a comparison of the proposed bids this year to the last burn in 2014 which concluded with his recommendation to award the bid to Straight Fork Timber LLC.

A motion was made by Allend Hendry and seconded by Gene Lane **to proposed city council award the timber sale to Straight Fork Timber LLC.**

The proposal passing on a vote of 4 to 0 as follows:

Yes: Ralph Jordan, Allen Hendry, Dennis Yankee, Gene Lane

- **Watershed Management Plan** – Ralph Jordan suggested the board members review and be prepared to discuss updates to the plan over the next few meetings.

## V. Adjournment

Motion by Gene Lane and seconded by Allen Hendry to adjourn at 6:46 p.m., All: AYE

**MINUTES  
NORRIS PLANNING COMMISSION  
March 4, 2024**

**I. Call to Order:**

Chairman Feeman called the meeting to order at 6pm.

**Members Present:** Joe Feeman: Chairman, Loy Johnson: Vice Chairman, Chris Mitchell: Mayor, Loretta Painter, Alex Munro: Secretary, Bob Sain, and Mike Carberry

**Members Absent:** None

**Others Present:** Joe Deathridge: Chairman BZA, Bailey Whited: Assistant City Manager, Kathryn Baldwin: East TN Development District

**II. Adoption of Agenda**

Mr. Munro requested to add appointment to the Community Development Board.

**III. Minutes – February 5, 2024**

Ms. Johnson made a motion to approve the Minutes of the February 5, 2024, Planning Commission meeting as presented. Mr. Sain seconded the motion, all present voted aye. Motion carried.

**IV. Business Items**

1. Revision to Article 4, Norris Zoning Ordinance

Commission members had a discussion of potential changes to Article 4 of the Zoning Ordinance with regard to landscaping requirements. No action was taken. Also discussed were the allowable uses within the C-1 district. Discussion will continue next month.

2. Mr Munro clarified his appointment to the Community Development Board. No action was taken.

**V. Adjournment**

Mr. Munro made a motion to adjourn the Planning Commission meeting at 7:150, seconded by Mr. Carberry. All present voted aye. Motion carried.

Two (2) hours of training was conducted prior to and after the meeting.

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**Alex Munro, Secretary** **Date**