

**NORRIS CITY COUNCIL
REGULAR MEETING
December 11, 2023 – 6:00 p.m.**

Agenda

- I. Call to Order**
- II. Agenda Approval**
- III. Hear the Public**
- IV. Minutes/Notes**
 - a. Consideration of Approving November 13, 2023 Regular Meeting Minutes
 - b. Consideration of Approving November 13, 2023 Public Hearing Minutes
 - c. Consideration of Approving November 20, 2023 Special Meeting 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. Consideration of the Second Reading of Ordinance #644, entitled, “An Ordinance of the City of Norris, Tennessee, Amending Title 18, Water and Sewer, Section 18-102, Composition and Term of Commission, Section 18-110, Reading of Meters and Billing Date, and Section 18-113, Discontinuance of Service to Delinquent Customers”
 - f. Consideration of the Second Reading of Ordinance #662, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Title 15 Motor Vehicles, Traffic and Parking, Chapter 6 Parking.”
 - g. Consideration of the First Reading of Ordinance #663, entitled, “An Ordinance of the City of Norris, Tennessee, To Repeal and Replace Title 9, Chapter 1, Peddlers, Solicitors, ETC
 - h. Consideration of the Second Reading of Ordinance #664, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Chapter 18, Water and Sewer, By Creating Section 18-125, Test Fire Hydrants, and Section 18-126, Leak Adjustment Policy”
 - i. Consideration of the Second Reading of Ordinance #665, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 2, Chapter 3, Tree Commission to Authorize the Hosting of Events and the Collection of Donations”
 - j. Consideration of the Second Reading of Ordinance #667, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 2, Chapter 5, Animal Shelter Commission to Authorize the Collection of Donations and the Utilization of Appropriated Funds”
 - k. Consideration of the Second Reading of Ordinance #668, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 20, Chapter 1, Watershed Department to Authorize the Hosting of Events and the Collection of Donations”
 - l. Consideration of the Second Reading of Ordinance #669, entitled, “An Ordinance of the City of Norris, Tennessee to Amend Title 20, Chapter 3, Norris Archives to Authorize the Digital Storage of Archived Materials, the Collection of Donations, and the Utilization of Appropriated Funds”
 - m. Review and Consideration of Awarding Bids for Oak Road Park Pavilion Project

- n. Consideration of Resolution #12-2023, entitled, “A Resolution Authorizing the Mayor and City Manager to Enter into an Agreement with _____ for the Oak Road Park Pavilion Project”
- o. Review and Consideration of Awarding Bids for Police & Fire Roof Replacement Project
- p. Consideration of Resolution #13-2023, entitled, “A Resolution Authorizing the Mayor and City Manager to Enter into an Agreement with _____ for the Police and Fire Roof Replacement Project”
- q. Review and Consideration of Awarding Bids for Law Enforcement Side-by-Side
- r. Discussion and Possible Going Out for Bids on Equipment Purchases/Leases for Multiple Department Needs
- s. Discussion on Storm Sewer System

VI. New Business

- a. Consideration of the First Reading of Ordinance #670, entitled, “An Ordinance Authorizing the Vacation of Alley and Street Easements Within Parcel 043-022.05, City of Norris, Anderson County, Tennessee
- b. Consideration of the First Reading of Ordinance #671, 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”

VII. Department Reports

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

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
Public Hearing**

**November 13, 2023
5:00 p.m.**

Minutes

The public hearing of the City Council of Norris Tennessee convened November 13, 2023, at 5:00 pm.

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

Also present were Charles Adam Ledford, City Manager and Bailey Whited, Assistant City Manager, representatives of the press from Courier News and the Norris Bulletin, and 20 members of the public.

Meeting was called to order by Mayor Mitchell.

A PUBLIC HEARING OF THE FOLLOWING ORDINANCES:

“ORDINANCE #661, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 9, CHAPTER 4, MOBILE FOOD VENDING.”

Mr. Whited gave a brief description of the ordinance. No public comment was given.

The public hearing was closed at 5:10

“ORDINANCE #662, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 15 MOTOR VEHICLES, TRAFFIC AND PARKING, CHAPTER 6 PARKING.”

Mr. Whited gave a brief description of the ordinance. Approximately 20 residents spoke in regards to this ordinance and many gave advise on ways to make changes without creating hardship on any resident and/or our public safety team. Staff will go back and work on this ordinance and will resubmit at a public hearing on Tuesday, December 5, 2023 at 6 p.m.

The public hearing was closed and the meeting adjourned at 5:50 p.m.

Sandy Johnson, City Recorder

APPROVED BY CITY COUNCIL

December 13, 2023

Chris Mitchell, Mayor

**Norris City Council
Regular Meeting**

**November 13, 2023
6:00 p.m.**

Minutes

The regular meeting of the City Council of Norris Tennessee convened November 13, 2023 at 6:00 pm.

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

Also present were Charles Adam Ledford, City Manager and Bailey Whited, Assistant 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

Charles Ledford, City Manager requested Council to un-table Item H under New Business and approve on the agenda. Councilmember Grinder made a motion to approve the removal of Item H 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

Joanna Mansur and Jan Cagle both from Ridgeview Behavioral Health Services thanked the city for the use of Norris Community Room to allow them to present their program here. CIT training is a specialized, 40-hour program for law enforcement officers, and in conjunction with robust community partnerships, the goal is to improve outcomes of encounters with people living with behavioral health challenges. In the 30 plus years since it was created, the CIT model has spread across the nation and even been replicated around the world. After this training session here, there were twenty-five (25) graduates who came and participated from all over East Tennessee.

George Miceli, resident, applauded employees at the Norris Library and what an outstanding job they've done getting everything back into place after the renovations of the library.

MINUTES

APPROVAL OF THE OCTOBER 9, 2023 REGULAR MEETING MINUTES – Councilmember Grieve made a motion to approve the minutes, and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

APPROVAL OF THE OCTOBER 9, 2023 PUBLIC HEARING MEETING MINUTES – Councilmember Grieve made a motion to approve the minutes, and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

APPROVAL OF THE OCTOBER 24, 2023 SPECIAL CALLED MEETING MINUTES – Councilmember Nicholson made a motion to approve the minutes, and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

APPROVAL OF THE OCTOBER 24, 2023 TRAINING NOTES – Councilmember Grieve made a motion to approve the minutes, and 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. Whited reported he is still in the process of getting approval from the state.

SIA SAWMILL ROAD PROJECT- Mr. Ledford stated he was expecting to hear something in December.

UPDATE ON FACILITIES CONDITION – Mr. Ledford reported there were two (2) Contractors express interest in the replacement of the library’s exterior siding, but no formal bids have been received. He stated we still need to have a conversation regarding the community building.

CAPITAL OUTLAY NOTE – Mayor Mitchell reported no need to identify any use at this time however, he distributed a document the City of Norris received a grant for \$3.55 million for use towards regional wastewater treatment. This grant has a 5% match.

Consideration of Confirming Mayoral Appointments to City Boards, Commission and Committees - Mayor Mitchell nominated Linda Tafelski to the Archives Committee, Councilmember Grieve seconded. The nomination passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Mayor Mitchell instructed the city manager to move forward with advertising for the upcoming boards whose terms will be ending soon.

SECOND READING OF ORDINANCE #661, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 9, CHAPTER 4, MOBILE FOOD VENDING.” Mr. Whited gave a brief description of the current ordinance we have in place and stated in Section 9-403 would strike out the “per month” and the new ordinance would change that to reflect “annual” permit fee of fifty dollars (\$50.00). The other change would be the restriction of hours in Section 4 by adding mobile food vendors may not operate between the hours of 11:00 p.m. and 7:00 a.m. Councilmember Painter made a motion to approve the ordinance, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

SECOND READING OF ORDINANCE #662, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 15 MOTOR VEHICLES, TRAFFIC AND PARKING, CHAPTER 6 PARKING.” After a lengthy discussion between council, staff and residents, given the information and comments, Councilmembers agreed this ordinance should go back to staff to address comments that were given tonight. Mayor Mitchell stated this is an important safety issue and it needs to be addressed therefore, he made a motion to table this item until the regular December meeting and have a special called workshop on Tuesday, December 5, 2023 at 6:00 p.m., and a public hearing on Monday, December 11, 2023 at 5:30 p.m., and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

FIRST READING OF ORDINANCE #644, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING TITLE 18, WATER AND SEWER, SECTION 18-102, COMPOSITION AND TERM OF COMMISSION, SECTION 18-110, READING OF METERS AND BILLING DATE, AND SECTION 18-113, DISCONTINUANCE OF SERVICE TO DELINQUENT CUSTOMERS.” Council un-tabled this ordinance earlier. Councilmember Nicholson made a motion to approve the first reading and Councilmember Painter seconded. Mr. Ledford suggested they make an amendment to the ordinance, according to the October 16, 2023 Norris Water Commission Meeting minutes the board voted unanimously to amend Ordinance 644 Sections 18-110 - Reading of meters and billing date. (Water and Sewers) and 18-113- Discontinuance of service to delinquent customers. (Water and Sewers). Councilmember Nicholson made a motion to accept the proposed amendments and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grinder stated he does not support Council being the Norris Water Commissioners indefinitely.

Councilmember Nicholson made a motion to approve the original ordinance as amended and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Painter made a motion to schedule a public hearing on Monday, December 11, 2023 at 5:15 p.m. and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

Ms. Sellers, resident, asked Council if they would consider forgiveness on her water bill due to a leak issue she had. She stated she attended one meeting and the Commission never voted on the issue. Councilmember Nicholson, NWC Chair, advised Ms. Sellers to attend the NWC meeting on November 20, 2023 and they would discuss this issue then.

DISCUSSION ON TRAINING FOR ELECTED OFFICIALS – Information only no action taken.

CONSIDERATION AND REVIEW OF BENNY CARDEN MEMORIAL(S) – Tony Wilkerson, Water Superintendent, reported a bronze plaque will be placed in the Community Center honoring Mr. Carden for his service on NWC. The existing plaque that had been on temporary display in the Community Center will be placed at the Reservoir Road location behind the fence. Councilmember Grinder made a motion to accept the plaque and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

DISCUSSION AND CONSIDERATION OF APPROVING 2023 CITY OF NORRIS STRATEGIC PLAN GOAL SETTING – A meeting will be set at a future city council meeting.

REVIEW AND CONSIDERATION OF AWARDING BIDS FOR LAW ENFORCEMENT SIDE-BY-SIDE – Mr. Ledford gave a brief explanation of the staff of the winning bidder and how they failed to follow through within the allotted time they had allowed. Councilmember Painter made a motion to reject all current bids and go out for re-bid and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

DISCUSSION ON EQUIPMENT PURCHASES/LEASES FOR MULTIPLE DEPARTMENT NEEDS – No action taken. This item will remain on the agenda.

CITY BOARDS, COMMISSIONS, AND COMMITTEE EVENTS, FUNDING, AND DONATION AUTHORIZATION – Mr. Ledford identified four boards (Tree Commission; Animal Shelter Commission; Watershed; and Norris Archives as having ordinances that failed to authorize them to accept any donations. Councilmember Nicholson motioned to accept and move forward with the new ordinances and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

COMMUNITY DEVELOPMENT BOARD (DONATIONS, EVENTS, APPROPRIATIONS) – Mayor Mitchell suggest we form a Chamber of Commerce and would like to see some residents take authority.

CONSIDERATION OF FIRST READING OF ORDINANCE #665 - TREE COMMISSION (DONATIONS, EVENTS) – Councilmember Nicholson made a motion to amend the Tree Commission's ordinance Section 2-310 to change "urban growth management" to "the city's urban forest management" and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

MAYOR MITCHELL SUGGESTED WE VOID ORDINANCE #666

Councilmember Grinder made a motion to schedule a public hearing for the following ordinances: ORDINANCE #665 - TREE COMMISSION (DONATIONS, EVENTS); ORDINANCE #667 ANIMAL SHELTER COMMISSION (DONATIONS, APPROPRIATIONS); ORDINANCE #668 WATERSHED DEPARTMENT (DONATIONS, EVENTS); and ORDINANCE #669 NORRIS ARCHIVES (DONATIONS, APPROPRIATIONS) on Monday, December 11, 2023 at 5:00 p.m. and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

UPDATE ON CREAMERY PARK PLANS – Councilmember Nicholson reported Brianne Kibler had asked him to give the update on the park. He stated the proposal came up approximately 3 years ago and Recreation Commission had requested up to \$10,000.00 to be added into the budget to develop the park. Councilmember Nicholson made a motion to proceed with the concrete pad, benches, and interpretive signage and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

NEW BUSINESS

FIRST READING OF ORDINANCE #663, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO REPEAL AND REPLACE TITLE 9, CHAPTER 1, PEDDLERS, SOLICITORS, ETC.” – Councilmember Painter made a motion to table until the December meeting and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

FIRST READING OF ORDINANCE #664, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND CHAPTER 18, WATER AND SEWER, BY CREATING SECTION 18-125, TEST FIRE HYDRANTS, AND SECTION 18-126, LEAK ADJUSTMENT POLICY.” - Councilmember Painter made a motion to table and send back to the NWC and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grinder made a motion to schedule a city council special called meeting after the NWC meeting for a first reading and setting a date for a public hearing on this ordinance on Monday, November 20, 2023 at 7:30 p.m. and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

Councilmember Grinder made a motion to amend the motion to add a bulk rate schedule into Ordinance #664, councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

RESOLUTION #19-2023, ENTITLED, “A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS AND IMANAGE SOLUTIONS, LLC FOR UTILITY AUDIT SERVICES.” – Councilmember Nicholson made a motion to approve the resolution and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

RESOLUTION #20-2023, ENTITLED, “A RESOLUTION UPDATING THE JOB DESCRIPTION FOR ASSISTANT CITY MANAGER.” - Councilmember Nicholson made a motion 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.”

RESOLUTION #21-2023, ENTITLED, “A RESOLUTION ADOPTING THE 2023 NORRIS URBAN FOREST MANAGEMENT PLAN.” - Councilmember Painter made a motion to approve the resolution and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

DISCUSSION ON STORM SEWER SYSTEM – No action taken

DISCUSSION ON THE ESTABLISHMENT OR DEVELOPMENT OF A NORRIS CHAMBER OF COMMERCE – No action taken

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 – Nothing to report

MINUTES AND REPORTS (BOARDS AND COMMISSIONS)

RECREATION COMMISSION – No report

WATERSHED BOARD – Councilmember Grieve reported the deer hunt for shotgun and muzzleloader opens this coming November 18-26, 2023. He indicated everyone should stay off the trails unless you are hunting. Joe Feeman, Chair, reported they do plan to have a timber sale soon, and they would like to have a safe access on Clear Creek to access shoreline work.

TREE COMMISSION – No report

ANIMAL SHELTER COMMISSION – They currently have 2 kittens in the shelter available for adoption.

COMMUNITY DEVELOPMENT – Mayor Mitchell reiterated his desire for the city to create a Chamber of Commerce. He asked council to consider authorizing \$1,500- \$2,000 to help pay for the startup costs. These monies would be payable to any private citizen who successfully sets up a Norris Chamber. Mayor Mitchell requested that any and all community residents who are interested in establishing a Norris Chamber of Commerce should contact the city office, so that all parties can be put in contact with each other.

LITTLE THEATRE – No report

PLANNING/BZA – Joe Feeman reported the Subdivision Regulations are now being enforced.

ARCHIVES – Joe Feeman stated Sally Jackson and Linda Talefski has been helping out.

ADJOURNMENT

Councilmember Grieve made a motion to adjourn at 8:50 p.m. Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

Sandy Johnson, City Recorder

APPROVED BY CITY COUNCIL

December 11, 2023

Chris Mitchell, Mayor

**Norris City Council
Special Meeting**

**November 20, 2023
7:30 p.m.**

Minutes

The special meeting of the City Council of Norris Tennessee convened November 20, 2023, at 7:30 pm.

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

Absent: Chuck Nicholson

Also present were Charles Adam Ledford, City Manager and Tony Wilkerson, Waterworks Superintendent, and representatives of the press from the Norris Bulletin.

Meeting was called to order by Mayor Mitchell.

APPROVAL OF AGENDA

No changes were made to the agenda.

HEAR FROM THE PUBLIC

No public input given.

NEW BUSINESS

CONSIDERATION OF THE FIRST READING OF ORDINANCE #664, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 18, WATER AND SEWER, BY CREATING SECTION 18-125, TEST FIRE HYDRANTS, SECTION 18-126, LEAK ADJUSTMENT POLICY, AND ORDINANCE 633, AN ORDINANCE TO ADOPT A FEE SCHEDULE FOR THE NORRIS MUNICIPAL CODE, TITLE 18, UTILITIES AND SERVICES, SCHEDULE OF CHARGES FOR WATER AND SEWER SERVICES BY ADDING BULK WATER AND SEWER RATES” – Mr. Ledford described the ordinance. After discussion, Councilmember Grinder motioned to approve the first reading of the ordinance, Councilmember Grinder seconded. The motion passed unanimously by those present (4-0).

CONSIDERATION OF SETTING DATE FOR PUBLIC HEARING FOR ORDINANCES

Councilmember Grinder moved to set a public hearing date for Ordinances 664 on December 11, 2023, at 5:10 p.m., and Councilmember Grieve seconded. The motion passed unanimously by those present (4-0).

ADJOURNMENT

Councilmember Grinder made a motion to adjourn at 7:35 p.m. Councilmember Grieve seconded. The motion passed unanimously by those present (4-0).

Charles A. Ledford, City Manager

APPROVED BY CITY COUNCIL

December 11, 2023

Chris Mitchell, Mayor



ORDINANCE NUMBER 644

An Ordinance of the City of Norris, Tennessee, Amending Title 18, Water and Sewer, Section 18-102, Composition and Term of Commission, Section 18-110, Reading of Meters and Billing Date, and Section 18-113, Discontinuance of Service to Delinquent Customer

WHEREAS, Title 18 of the City of Norris Tennessee Municipal Code establishes rules regarding board membership; and

WHEREAS, pursuant to the Tennessee Code Annotated (7-35-406) the governing board may serve as the utility board or commission; and

WHEREAS, The City Council of the City of Norris wishes serve in said capacity;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORRIS AS FOLLOWS:

SECTION 1: Ordinance 18-102, Composition and Term of Commission is hereby repealed in its entirety and replaced with the follow:

18-102. Composition and Term of Commission.

The Norris Water Commission shall consist of duly elected and appointed members of the Norris City Council. The term of each member shall be consistent with elected or appointed terms of office.

SECTION 2: Ordinance 18-110, Reading of meters and billing date (Water and Sewers) is hereby repealed in its entirety and replaced with the follow:

18-110. Reading of meters and billing date. (Water and Sewers)

All water meters shall be read monthly to the nearest one hundred (100) gallons and bills rendered on or as nearly as practicable to the tenth (10th) of each month, based on such reading. In the event of extreme weather conditions or other calamity, meter readings may be estimated based on the customer's average usage for the previous twelve (12) months. Any decision to issue a billing based on average usage will be made jointly by the waterworks superintendent and ~~secretary/treasurer~~ **city manager**, and billings will be noted "This billing is estimated based on customer average use." All bills shall be due and payable from and after the date such bills are rendered, at the office of the system, during the regular hours of business **or by online payment.**

SECTION 3: Ordinance 18-113, Discontinuance of service to delinquent customers (Water and Sewers) is hereby repealed in its entirety and replaced with the follow:

18-113. Discontinuance of service to delinquent customers. (Water and Sewers)

If any bill for water or sewer service remains past due and unpaid thirty (30) days after the initial billing, the city will send a delinquent customer notice. The water commission will disconnect delinquent customers after forty-three (43) days from the initial billing, and the customer will not be reconnected until all past due bills have been paid in full, together with a reconnection charge as defined in the fee schedule ordinance adopted by city council. It shall be the duty of the **waterworks** superintendent ~~of the system~~ to notify the operator of the system of such delinquency. The operator shall proceed to the premises of the user so in arrears and disconnect service. The arrival of the operator at the premises constitutes a charge to the delinquent customer. ~~If the customer desires to pay the bill at that time, a collection fee as defined in the fee schedule ordinance adopted by city council must be paid along with all other past due bills or the water service must be disconnected.~~ The **waterworks** superintendent ~~of the system~~ shall have discretion in instances where strict compliance is not enforced based upon knowledge of unique problems or

circumstances of the residents involved; for instance, a death in the family or other hardship; ~~in the absence of the superintendent, the secretary/treasurer shall have the same discretion.~~

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

AS ADOPTED ON FIRST READING



ORDINANCE NO. 662

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 15, CHAPTER 6, PARKING

- WHEREAS,** Title 15, Chapter 6, Parking of the Norris Municipal Code addresses public parking regulations within the City of Norris; and
- WHEREAS,** the current parking regulations do not adequately address the safety needs of the community; and
- WHEREAS,** the Norris City Council wishes to prohibit street parking on certain roadways to allow for clearer, safer, and more easily traversable streets.

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

Section 1. Title 15, Chapter 6, Parking, section 15-604. Where prohibited be amended by adding the following item (14):

(14): On all city streets except Hickory Trail and Chestnut Dr.

This prohibition shall not apply to drivers of delivery vehicles when actively making deliveries and off-street parking is unavailable, provided that such parking is not in violation of any other part of this code and so long as the parked delivery vehicle has flashing lights, is visible from a distance of 200 feet in each direction, and maintains at least 12 feet of clearance in the roadway. Nor shall this prohibition apply to emergency services, city employees acting in their official duties, or anyone performing official duties on behalf of the city.

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.

Adopted First Reading: _____

Public Hearing: _____

Adopted Second Reading: _____

Signed, Mayor

Attest, City Manager

DRAFT PROPOSAL



ORDINANCE NO. 662

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 15, CHAPTER 6, PARKING

- WHEREAS,** Title 15, Chapter 6, Parking of the Norris Municipal Code addresses public parking regulations within the City of Norris; and
- WHEREAS,** the Norris City Council wishes to prohibit street parking on certain roadways that due to either narrowness or their status as a main throughway are not suitable for street parking; and
- WHEREAS,** the prohibition of street parking on certain streets will create easier enforcement of parking regulations for city staff.

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

Section 1. Title 15, Chapter 6, Parking, section 15-604. Where prohibited be amended by adding the following item (14):

(14): On the following streets:

- | | |
|------------------|---------------------|
| Dairy Pond Road | Pine Road |
| Dale Road | Reservoir Hill Road |
| East Norris Road | Reservoir Road |
| Garden Road | West Norris Road |
| Oak Road | |

This prohibition shall not apply to drivers of delivery vehicles when actively making deliveries and off-street parking is unavailable. Nor shall this prohibition apply to emergency services, city employees acting in their official duties, or anyone performing official duties on behalf of the city.

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.

Adopted First Reading: _____

Public Hearing: _____

Adopted Second Reading: _____

Signed, Mayor

Attest, City Manager



ORDINANCE NO. 663

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO REPEAL AND REPLACE TITLE 9, CHAPTER 1, PEDDLERS, SOLICITORS, ETC.

WHEREAS, Title 9, Chapter 1, Peddlers, Solicitors, Etc. of the Norris Municipal Code addresses the regulation of peddlers, solicitors, and transient vendors within the City of Norris; and
WHEREAS, the Norris City Council wishes to clarify the regulations surrounding peddlers, solicitors, and transient vendors.

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

- Section 1.** Title 9, Chapter 1, Peddlers, Solicitors, Etc. be repealed and replaced with the attached Exhibit A.
- 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.

Adopted First Reading: _____

Public Hearing: _____

Adopted Second Reading: _____

Signed, Mayor

Attest, City Manager

EXHIBIT A

CHAPTER 1

PEDDLERS, SOLICITORS, ETC.

SECTION

- 9-101. Definitions.
- 9-102. Exemptions.
- 9-103. Permit required.
- 9-104. Permit procedure.
- 9-105. Restrictions on peddlers and solicitors.
- 9-106. Restrictions on transient vendors.
- 9-107. Display of permit.
- 9-108. Suspension or revocation of permit.
- 9-109. Expiration and renewal of permit.
- 9-110. Violations and penalty.

9-101. Definitions. Unless otherwise expressly stated, whenever used in this chapter, the following words shall have the meaning given to them in this section:

(1) "Peddler" means any person, firm or corporation, either a resident or a nonresident of the city/town, who has no permanent regular place of business and who goes from dwelling to dwelling, business to business, place to place, or from street to street, carrying or transporting goods, wares or merchandise and offering or exposing the same for sale.

(2) "Solicitor" means any person, firm or corporation who goes from dwelling to dwelling, business to business, place to place, or from street to street, taking or attempting to take orders for any goods, wares or merchandise, or personal property of any nature whatever for future delivery, except that the term shall not include solicitors for charitable and religious purposes and solicitors for subscriptions as those terms are defined below.

(3) "Solicitor for charitable or religious purposes" means any person, firm, corporation or organization who or which solicits contributions from the public, either on the streets of the city/town or from door to door, business to business, place to place, or from street to street, for any charitable or religious organization. No organization shall qualify as a "charitable" or "religious" organization unless the organization meets one of the following conditions:

(a) Has a current exemption certificate from the Internal Revenue Service issued under section 501(c)(3) of the Internal Revenue Service Code of 1954, as amended.

(b) Is a member of United Way, Community Chest or similar "umbrella" organizations for charitable or religious organizations.

(c) Has been in continued existence as a charitable or religious organization in Anderson County for a period of two (2) years prior to the date of its application for registration under this chapter.

(4) "Solicitor for subscriptions" means any person who solicits subscriptions from the public, either on the streets of the city/town, or from door to door, business to business, place to

place, or from street to street, and who offers for sale subscriptions to magazines or other materials protected by provisions of the Constitution of the United States.

(5) "Transient vendor"¹ means any person who brings into temporary premises and exhibits stocks of merchandise to the public for the purpose of selling or offering to sell the merchandise to the public. Transient vendor does not include any person selling goods by sample, brochure, or sales catalog for future delivery; or to sales resulting from the prior invitation to the seller by the owner or occupant of a residence. For purposes of this definition, "merchandise" means any consumer item that is or is represented to be new or not previously owned by a consumer, and "temporary premises" means any public or quasi-public place including a hotel, rooming house, storeroom, building or part of a building, tent, vacant lot, railroad car, or motor vehicle which is temporarily occupied for the purpose of exhibiting stocks of merchandise to the public. Premises are not temporary if the same person has conducted business at those premises for more than six (6) consecutive months or has occupied the premises as his or her permanent residence for more than six (6) consecutive months.

9-102. Exemptions. The terms of this chapter shall neither apply to persons selling at wholesale to dealers, nor to newsboys, nor to bona fide merchants who merely deliver goods in the regular course of business.

9-103. Permit required. No person, firm or corporation shall operate a business as a peddler, transient vendor or solicitor, and no solicitor for charitable or religious purposes or solicitor for subscriptions shall solicit within the city/town unless the same has obtained a permit from the city/town in accordance with the provisions of this chapter.

9-104. Permit procedure. (1) Application form. A sworn application containing the following information shall be completed and filed with the recorder by each applicant for a permit as a peddler, transient vendor or solicitor, and by each applicant for a permit as a solicitor for charitable or religious purposes or as a solicitor for subscriptions:

- (a) The complete name and permanent address of the business or organization the applicant represents.
- (b) A brief description of the type of business and the goods to be sold.
- (c) The dates for which the applicant intends to do business or make solicitations.
- (d) The names and permanent addresses of each person who will make sales or solicitations within the city/town.
- (e) The make, model, complete description, and license tag number and state of issue, of each vehicle to be used to make sales or solicitations, whether or not such vehicle is owned individually by the person making sales or solicitations, by the business or organization itself, or rented or borrowed from another business or person.
- (f) Tennessee state sales tax number, if applicable.

¹ State law references

The definition of "transient vendors" is taken from *Tennessee Code Annotated*, § 62-30-101(3). Note also that *Tennessee Code Annotated*, § 67-4-710(a)(2) prescribes that transient vendors that do not have an established location in Tennessee shall pay a tax of \$50.00 in each county and/or municipality in which such vendors sell or offer to sell merchandise.

(2) Permit fee. Each applicant for a permit as a peddler, transient vendor or solicitor shall submit with his application a nonrefundable fee of fifty dollars (\$50.00). No fee shall be assessed charitable, religious, educational, or philanthropic organizations nor to farmers, gardeners, or horticulturists selling products from their own farms, orchards, or gardens of their own raising or productions, or individuals engaged in incidental services to homeowners such as raking leaves, mowing yards, or shoveling snow.

(3) Permit issued. Upon the completion of the application form and the payment of the permit fee, where required, the recorder shall issue a permit and provide a copy of the same to the applicant.

(4) Submission of application form to chief of police. Immediately after the applicant obtains a permit from the recorder, the recorder shall submit to the chief of police a copy of the application form and the permit.

9-105. Requested by residents to enter upon private property.² The practice of going in and upon private residences in the City of Norris by solicitors, peddlers, hawkers, itinerant merchants or transient vendors of merchandise not having been requested or invited so to do by the owner or owners, occupant or occupants of said private residences for the purpose of soliciting orders for the sale of goods, wares and merchandise and/or disposing of and/or peddling or hawking the same is declared to be a nuisance and punishable as such nuisance as a misdemeanor.

9-106. Restrictions on peddlers and solicitors. No peddler, solicitor, solicitor for charitable purposes, or solicitor for subscriptions shall:

(1) Be permitted to set up and operate a booth or stand on any street or sidewalk, or in any other public area within the city.

(2) Stand or sit in or near the entrance to any dwelling or place of business, or in any other place which may disrupt or impede pedestrian or vehicular traffic.

(3) Offer to sell goods or services or solicit in vehicular traffic lanes, or operate a "roadblock" of any kind.

(4) Call attention to his business or merchandise or to his solicitation efforts by crying out, by blowing a horn, by ringing a bell, or creating other noise.

(5) Enter in or upon any premises or attempt to enter in or upon any premises wherein a sign or placard bearing the notice "Peddlers or Solicitors Prohibited," or similar language carrying the same meaning, is located.

9-107. Restrictions on transient vendors. (1) A transient vendor shall not advertise, represent, or hold forth a sale of goods, wares or merchandise as an insurance, bankrupt, insolvent, assignee, trustee, estate, executor, administrator, receiver's manufacturer's wholesale, cancelled order, or misfit sale, or closing-out sale, or a sale of any goods damaged by smoke, fire, water or otherwise, unless such advertisement, representation or holding forth is actually of the character it is advertised, represented or held forth.

² State law reference

Breard v. City of Alexandria, 95 L. Ed. 838 (6/4/51) U.S. Supreme Court decision

(2) **Transient vendors shall not be permitted to set up and operate a booth or stand on any street or sidewalk, or in any other public area within the city without written permission from the City Manager.**

9-108. Display of permit. Each peddler, solicitor, solicitor for charitable purposes or solicitor for subscriptions is required to have in his possession a valid permit while making sales or solicitations, and shall be required to display the same to any police officer upon demand.

9-109. Suspension or revocation of permit. (1) Suspension by the recorder. The permit issued to any person or organization under this chapter may be suspended by the recorder for any of the following causes:

- (a) Any false statement, material omission, or untrue or misleading information which is contained in or left out of the application; or
- (b) Any violation of this chapter.

(2) Suspension or revocation by the board of mayor and aldermen. The permit issued to any person or organization under this chapter may be suspended or revoked by the board of mayor and aldermen, after notice and hearing, for the same causes set out in paragraph (1) above. Notice of the hearing for suspension or revocation of a permit shall be given by the recorder in writing, setting forth specifically the grounds of complaint and the time and place of the hearing. Such notice shall be mailed to the permit holder at his last known address at least five (5) days prior to the date set for hearing, or it shall be delivered by a police officer in the same manner as a summons at least three (3) days prior to the date set for hearing.

9-110. Expiration and renewal of permit. The permit of peddlers, solicitors and transient vendors shall expire on the same date that the permit holder's privilege license expires. The registration of any peddler, solicitor, or transient vendor who for any reason is not subject to the privilege tax shall be issued for thirty (30) days. The permit of solicitors for religious or charitable purposes and solicitors for subscriptions shall expire on the date provided in the permit, not to exceed thirty (30) days.

9-111. Violations and penalty. In addition to any other action the city/town may take against a permit holder in violation of this chapter, such violation shall be punishable under the general penalty provision of this code. Each day a violation occurs shall constitute a separate offense.



ORDINANCE NUMBER 664

An Ordinance of the City of Norris, Tennessee, to Amend Title 18, Water and Sewer, by Creating Section 18-125, Test Fire Hydrants, and Section 18-126, Leak Adjustment Policy and Amending Ordinance 633, An Ordinance to Adopt a Fee Schedule for the Norris Municipal Code, Title 18, Utilities and Services, Schedule of Charges for Water and Sewer Services by Adding Bulk Rates

WHEREAS, Title 18 of the City of Norris Tennessee Municipal Code establishes rules and policies within the water and sanitary sewer utilities; and

WHEREAS, The City Council of the City of Norris wishes to clarify the city's position related to certain actions and request made before the utility;

NOW THEREFORE BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF NORRIS AS FOLLOWS:

SECTION 1: Ordinance 18-125, Test Fire Hydrants is hereby approved and established as follows:

18-125. Test Fire Hydrants.

While the city will take responsible precautions, the city reserves the right to use or test fire hydrants without liability for any damage claims resulting from water discoloration, erosion, or chemical or other change that might be caused by such practice.

SECTION 2: Ordinance 18-126, Leak Adjustment Policy is hereby approved and established as follows:

18-126. Leak Adjustment Policy.

Whenever the Norris Water Department detects a meter that has an unusually high reading the department will conduct an investigation within five (5) working days to determine if the meter was misread. The Norris Water Department will then notify the customer either in person or currently provided forms of communication informing them of a possible leak.

(1) When the Norris Water Department receives a complaint of excessive billing, the department will first determine if the meter was misread.

(2) If the meter was misread, the City Manager or Waterworks Superintendent may adjust the customer's bill based on an average water and sanitary sewer bill of the last six months in which no leak was recorded.

(3) If the City Manager or Waterworks Superintendent finds no grounds for a misread adjustment, an adjustment may be made under the following conditions:

A. Adjustments:

1. The customer completes an application for adjustment.
2. An excessive bill must be at least twice the last six months' average.
3. An excessive bill may be adjusted only twice in any twelve-month period.
4. Customer provides proof that the leak has been permanently repaired, and submits a written statement describing the repair.
5. When approved, the water portion of the bill will be adjusted to indicate bulk rate usage for any usage beyond the average of the last six months or minimum bill usage, whichever is greater. Bulk rate is determined by the Norris City Council as part of the Water Rate Ordinance.
6. The customer will not pay a late charge if the adjustment procedure delays payment past the penalty date.
7. A customer may apply for additional adjustment for sanitary sewer only if:
 - i. All the requirements of Section A, 1-6 are satisfied and the City Manager or Waterworks Superintendent was able to reasonably determine the excessive water did not discharge into the sanitary sewer

system. For the purposes of this determination, it is the burden of the customer to provide sufficient evidence.

The sanitary sewer bill will be adjusted to reflect an amount consistent with the average of the last six months in which no leak was recorded or a minimum bill, whichever is greater.

- 8. For purposes of complying with section A, a leak is defined as unanticipated water usage due to failure of the lateral service line beyond the water meter or the customer’s plumbing extensions under or into the structures beyond the main lateral service line. No bulk rate adjustment will be made for non-leak activities. Examples of non-leak activities include, but are not limited to: malfunctioning or leaking commodes; busted water hoses; pressure washing; car washing; malfunctioning or leaking faucets; malfunctioning equipment or appliances; water for lawns, gardens, pools, and hot tubs; etc.

SECTION 3: Ordinance 633, An Ordinance to Adopt a Fee Schedule for the Norris Municipal Code, Title 18, Utilities and Services, Schedule of Charges for Water and Sewer Service is hereby amended as follows:

Bulk Rates

Water Bulk Rate - \$2.52 per 1,000 gallons
Sewer Bulk Rate - \$2.52 per 1,000 gallons

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 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 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 665

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 3, TREE COMMISSION TO AUTHORIZE THE HOSTING OF EVENTS AND THE COLLECTION OF DONATIONS

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 expand the powers beholden to 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 3, Tree Commission be amended by adding the additional section 2-309. Gifts for tree commission purposes:

2-309. Gifts for Tree Commission purposes: The Tree Commission may accept any grant or devise of real estate or any gift or bequest of money or other personal property or any donation to be applied, principal or income, for either temporary or permanent use for Tree Commission purposes, but if the acceptance thereof for such purpose will subject the city to additional expense for improvement, maintenance, or renewal, the acceptance of any grant or devise of real estate shall be subject to the approval of the city council. Money received for such purpose, unless otherwise provided by the terms of the gift or bequest, shall be deposited by the treasurer of the city to the account of the Tree Commission and the same may be withdrawn and paid out in the same manner as money appropriated for Tree Commission purposes.

SECTION 2: Title 2, Chapter 3, Tree Commission be amended by adding the additional section 2-310. Hosting of Events:

2-310. Hosting of Events. The commission may at times be authorized to host special events for the purpose of bringing attention to the city’s urban forest management and/or furthering the mission of the commission, utilizing any appropriations as the city council may designate.

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 667

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 5, ANIMAL SHELTER COMMISSION TO AUTHORIZE THE COLLECTION OF DONATIONS AND THE UTILIZATION OF APPROPRIATED FUNDS

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 expand the powers beholden to 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 2-504. General powers and duties shall be repealed and replaced with the following:

2-504. General powers and duties. The animal shelter commission is hereby empowered and directed to provide animals with sufficient and wholesome food and water, proper shelter and protection from the weather, veterinary care when needed to prevent suffering and with humane care and treatment, utilizing such facilities and appropriations as the city council may designate or appropriate for animal shelter activities. It shall be the responsibility of the commission reporting to the city manager (and through him city council) and working with other city departments as needed, to operate an effective and economical animal shelter for the city. The commission shall choose its own officers and maintain records of all activities and actions. Minutes and reports will be forwarded to city council.

SECTION 2: Title 2, Chapter 5, Animal Shelter Commission shall be amended by adding the additional section 2-508. Gifts for animal shelter purposes:

2-508. Gifts for animal shelter purposes. The animal shelter may accept any grant or devise of real estate or any gift or bequest of money or other personal property or any donation to be applied, principal or income, for either temporary or permanent use for animal shelter purposes, but if the acceptance thereof for such purpose will subject the city to additional expense for improvement, maintenance, or renewal, the acceptance of any grant or devise of real estate shall be subject to the approval of the city council. Money received for such purpose, unless otherwise provided by the terms of the gift or bequest, shall be deposited by the treasurer of the city to the account of the animal shelter and the same may be withdrawn and paid out in the same manner as money appropriated for animal shelter purposes.

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 668

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 1, WATERSHED DEPARTMENT TO AUTHORIZE THE HOSTING OF EVENTS AND THE COLLECTION OF DONATIONS

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 expand the powers beholden to 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 20-102. Governing Board, as follows:

20-102. Governing Board. The governing board of the department shall be comprised of seven (7) members.

Five ~~(5)~~ Six **(6)** of these members shall be appointed by the mayor with the advice and consent of the council. The term of each these ~~five (5)~~ six **(6)** members shall be for (3) three years, except that the original appointments shall be for (1) one, (2) two, and (3) years.

One (1) member shall be a current member of the Norris City Council, as determined by city council, and whose term shall be concurrent with the two (2) year elected term of council.

~~One (1) member shall be a current commissioner of the Norris Water Commission, as determined by the Norris Water Commission, whose term shall be two (2) years, but that the term shall begin and end in years off-set from the city council member term.~~

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

SECTION 1: Title 20, Chapter 1, Watershed Department be amended by adding the additional section 20-112. Gifts for watershed purposes:

20-112. Gifts for watershed purposes. The Watershed Department may accept any grant or devise of real estate or any gift or bequest of money or other personal property or any donation to be applied, principal or income, for either temporary or permanent use for Watershed Department purposes, but if the acceptance thereof for such purpose will subject the city to additional expense for improvement, maintenance, or renewal, the acceptance of any grant or devise of real estate shall be subject to the approval of the city council. Money received for such purpose, unless otherwise provided by the terms of the gift or bequest, shall be deposited by the treasurer of the city to the account of the Watershed Department and the same may be withdrawn and paid out in the same manner as money appropriated for Watershed Department purposes.

SECTION 2: Title 20, Chapter 1, Watershed Department be amended by adding the additional section 20-113. Hosting of events:

20-113. Hosting of events. The commission may at times be authorized to host special events for the purpose of furthering the mission of the Watershed Department, utilizing any appropriations as the city council may designate.

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 669

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 3, NORRIS ARCHIVES TO AUTHORIZE THE DIGITAL STORAGE OF ARCHIVED MATERIALS, THE COLLECTION OF DONATIONS, AND THE UTILIZATION OF APPROPRIATED FUNDS

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 expand the powers beholden to 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, Section 20-301. Establishment, etc. shall be amended by adding the additional items (5) and (6):

(5) The Norris Archives shall utilize facilities and appropriations as designated and appropriated by the city council.

(6) When practicable, archives should also be stored in a digital format with attention given to the security of the system.

SECTION 2: Title 20, Chapter 3, Norris Archives shall be amended by adding the additional section 20-302. Gifts for archives purposes:

20-302. Gifts for archives purposes. The Norris Archives may accept any grant or devise of real estate or any gift or bequest of money or other personal property or any donation to be applied, principal or income, for either temporary or permanent use for archives purposes, but if the acceptance thereof for such purpose will subject the city to additional expense for improvement, maintenance, or renewal, the acceptance of any grant or devise of real estate shall be subject to the approval of the city council. Money received for such purpose, unless otherwise provided by the terms of the gift or bequest, shall be deposited by the treasurer of the city to the account of the Norris Archives and the same may be withdrawn and paid out in the same manner as money appropriated for archives purposes.

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



RESOLUTION NO. 12-2023

A RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO AN AGREEMENT WITH _____ FOR THE OAK ROAD PARK PAVILION PROJECT

WHEREAS, the Norris City Council recognizes the need to add, replace, or repair the Oak Road Park Pavilion, and;

WHEREAS, it is in the best interests of the City and its residents that an agreement be entered into with _____,

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

Section 1. That the Mayor and City Manager are hereby authorized to enter into an Agreement with _____ for the addition, replacement, or repair of the Oak Road Park Pavilion.

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

Passed and approved this 11th day of December, 2023.

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 December 11, 2023.

City Recorder



RESOLUTION NO. 13-2023

A RESOLUTION AUTHORIZING THE MAYOR AND CITY MANAGER TO ENTER INTO AN AGREEMENT WITH _____ FOR THE POLICE AND FIRE ROOF REPLACEMENT PROJECT

WHEREAS, the Norris City Council recognizes the need to add, replace, or repair the roof on the police and fire hall, and;

WHEREAS, it is in the best interests of the City and its residents that an agreement be entered into with _____,

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

Section 1. That the Mayor and City Manager are hereby authorized to enter into an Agreement with _____ for the addition, replacement, or repair of the police and fire hall roof.

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

Passed and approved this 11th day of December, 2023.

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 December 11, 2023.

City Recorder



City of Norris, Tennessee
P.O. Box 1090
Norris, Tennessee 37828

INVITATION TO BID

January 2, 2023

Competitive sealed bids will be received by the City of Norris, Tennessee for the following:

One (1) New 2023 or Newer Mini Excavator

Bids will be accepted in the City Office at Norris Community Center, 20 Chestnut Drive, Norris, Tennessee 37828 or by mail delivery at PO Box 1090, Norris, Tennessee 37828 until February 9, 2024 at 2:00 PM, prevailing local time, at which time the bids will be publicly opened and read. Include "Mini X Bid" on the bid envelope.

Contact Charles Adam Ledford at (865)494-7645 if you have technical or bidding questions.



City of Norris, Tennessee
Invitation to Bid

TABLE OF CONTENTS

	Enclosed
I. Description of Requirements and Specifications	3-4
II. Bid Pricing Sheet	5
III. Instructions to Bidders	6
IV. General Conditions	7-9
V. Requirement of Iran Divestment Act	10

City of Norris, Tennessee

Description of Minimum Requirements and Specifications

One (1) New 2023 or Newer Mini Excavator

General

This equipment will be used for routine maintenance and construction type activities. Models meeting the desired specifications include Takeuchi TB290, Komatsu PC88MR-10 and Cat 308 CR. It is our intent in writing these specifications that the aforementioned models be representative of the equipment desired. The City will not accept smaller or otherwise nonconforming models.

	Yes	Specify if Different
Arm: Standard with quick coupler	_____	_____
Auxiliary hydraulics	_____	_____
Blade: 4-way	_____	_____
Buckets: 12" with teeth	_____	_____
18" with teeth	_____	_____
24" with teeth	_____	_____
Bucket Digging Force: 9000 LBS. minimum	_____	_____
Cab: Enclosed with heat and air conditioning	_____	_____
Full gauges	_____	_____
Rear view mirrors	_____	_____
Camera showing behind machine	_____	_____
Controls: Joystick (Selectable SAE or ISO)	_____	_____
Digging Depth: 10.4' minimum	_____	_____
Engine: Diesel, 38 HP minimum	_____	_____
Keys: Four (4) Sets	_____	_____
Manuals: Parts/Service, paper or electronic	_____	_____
Max Reach: 17' minimum	_____	_____
Seat: with seat belts	_____	_____
Track: Rubber Tracks	_____	_____
Travel: 2 sped	_____	_____
GVW: not to exceed 13,000 LBS.	_____	_____
Work Lights: Front	_____	_____

Manufacturer's Standard Warranty: Equipment: _____

Distance of Manufacturer's Certified Service Facility from Zip Code 37828: _____

Estimated Delivery Date MM/DD/YYYY: _____/_____/_____

Additional Provisions for Vehicle:

- Remove any unnecessary manufacturer's tape, stickers, decals, labels.
- Descriptive literature and specifications shall be submitted with bid.
- Manufacturer shall furnish operator, parts, and complete mechanics service manuals with electrical diagrams on engine, drive train, cab, and chassis at time of delivery.
- Equipment shall have all required federal safety equipment.
- Equipment is to be completely serviced per the manufacturer's specifications prior to delivery. Servicing and warranty issues must be performed in an authorized dealer's service facility for the make and model being quoted.

Additional Terms and Conditions:

- Delivery – All deliveries are to be made between the hours of 8:00 a.m. and 4:00 p.m., Monday through Friday at the following location: 20 Chestnut Drive, Norris, Tennessee.
- Acceptance – Delivery does not mean acceptance. All vehicles are subject to inspection to establish conformity to specifications prior to acceptance.

Please List Any Exceptions to These Minimum Requirements and Specifications:

City of Norris, Tennessee
BID PRICING SHEET

One (1) New 2023 or Newer Mini Excavator

Total Price: \$ (Price in Numbers) _____

(Price in Words) _____

Non-Collusive Bid Statement: The undersigned bidder, having fully informed himself regarding the accuracy of the statements made herein, certifies that: (1) The bid has been arrived at by the bidder independently and has been submitted without collusion with, and without any agreement, understanding, or planned common course of action with any other vendor of materials, supplies, equipment, or services described in the bid, designed to limit independent bidding or competition, and (2) The contents of the bid have not been communicated by the bidder or its employees or agents to any person not any employee or agent of the bidder or its surety on any bond furnished with the bid, and will not be communicated by any such person prior to the official opening of the bid.

Signature of Authorized Official _____

Name and Title (Printed) _____

Legal Name of Business _____

Physical Address _____

Mailing Address _____

Telephone Number _____

Fax Number _____

Email _____

Date _____

City of Norris, Tennessee
Invitation to Bid

INSTRUCTION TO BIDDERS

1. Each bid must be signed by the bidder with his/her original signature on the Bid Pricing Sheet for consideration. Bids by a Partnership must be signed with the partnership name by one of the members of the partnership, or by an authorized representative, followed by the signature and title of the person signing. Bids by Corporations must be signed with the name of the corporation, followed by the signature and designation of the president, secretary, or person authorized to legally bind the corporation.
2. Bids must be received prior to the specified time of closing as designated in the invitation. Bids received late will be returned unopened to the bidder.
3. Envelopes must be sealed when submitted and must be properly noted with the description of the bid item, "Mini X Bid". The City will not be held responsible for the premature opening of unmarked envelopes if sent through regular mailing system. Facsimile transmissions of bidding documents will not be accepted.
4. Bids containing erasures or corrections thereon will be rejected unless said erasures or corrections are noted over the initials or signature of the bidder.
6. References in the Description of Requirements and Specifications describing the material, supplies, or services required of a particular trade name, catalog or model number are made for descriptive purposes to guide the bidder in interpreting the type of material or supplies or nature of the work described. They should not be construed as excluding offers on other type of materials and supplies or of performing the work in a manner other than specified. However, the bidder's attention is called to Paragraph 6 of the General Conditions which must be strictly adhered to.
7. All bids shall remain valid for a period of sixty (60) days after bid opening.
8. Bids are to be mailed to or delivered to the Norris City Office, Norris Community Center, PO Box 1090, 20 Chestnut Drive, Norris, Tennessee 37828. One original and one copy of each bid proposal must be submitted for review, unless otherwise stated.
9. The City of Norris is tax-exempt and sales taxes are not to be included on the bid. Any bid including sales taxes will be adjusted at the time of the bid opening. The City's sales tax exemption number will be provided to the successful bidder.
10. In the event bidder fails to honor bid, they will be declared non-responsible and removed from future bid opportunities. If bidder is submitting equipment from current inventory, the bid must be valid for a period of sixty (60) days after bid opening and cannot be subject to prior sale provisions.
11. In accordance with T.C.A. 62-6-119 all contractor license information must be listed on the outside of the bid envelope for projects of \$25,000 or more.

City of Norris, Tennessee
Invitation to Bid

GENERAL CONDITIONS

1. The City of Norris reserves the right to reject any and all bids or parts thereof, and unless otherwise specified by the bidder, to accept any item in the bid. In case of error in extending the total amount of the bid, the unit price will govern. Bid pricing should be stated in both words and numbers. In the case of a discrepancy, the price in words will govern. The City also reserves the right to waive informalities on all or any part of any bid as deemed to be in the best interests of the City.
2. The purchaser is a municipality and invoices are processed for payment not less than twice a month. It shall be understood that the cash discount period will be extended to the date that invoices are paid. Payment will commence or be made in full after delivery and/or completion of the project and acceptance of equipment. All documents, invoice, title, and exception certificate shall be presented to the Norris City Office, PO Box 1090, 20 Chestnut Drive, Norris, Tennessee 37828.
3. In case of default by the bidder or contractor, the City of Norris may procure the articles or services from other sources and hold the bidder or contractor responsible for any excess cost occasioned thereby.
4. All prices quoted shall be United States currency. Prices shall be stated in units of quantities specified.
5. Prices quoted, unless otherwise stated by bidder, will be considered as being based on delivery to destination as designated and to include any charges for packing, crating, containers, etc., and being in strict accordance with specifications as shown.
6. Whenever a reference is made in the specifications or in describing the materials, supplies or services required, or a particular trade name, manufacturer's catalog, or model number, the bidder, if awarded a contract, will be required to furnish the particular item referred to in strict accordance with the specifications or description unless a departure or substitution is clearly noted and described in the proposal by the bidder.
7. It is the intent of these specifications to secure and to ensure the delivery of the specified unit(s) complete and ready to withstand the service and continuous use encountered by the City in the course of the work for which the unit(s) is/are intended. Omission of any essential detail from these specifications does not relieve the supplier from furnishing such unit.
8. The bidder, by executing a contract or bid proposal on the terms of the invitation to bid, warrants the product that is supplied to the buyer shall remain fully in accordance with the specifications and to be of the highest quality. All bids must be for new equipment. This provision excludes surplus, used or demonstrator products unless so stated in the specifications.
9. In the event the product as supplied to the buyer is found to be defective or does not conform to the specifications, the buyer reserves the right to cancel the order upon written notice to the supplier and return such product to the supplier at the supplier's expenses.

10. All parts not specifically mentioned herein, but which are necessary in order to furnish complete materials and installation shall be supplied by the bidder. Each product furnished to the City shall conform to the best-known practices for the most recent unit.

11. If a bidder has any exceptions to these specifications, such exceptions must be stated in writing and describe in detail what is proposed to be furnished in lieu of the specified requirements. When the detailed specifications require specific brand names, model numbers, dimensions, or capacities of components, it is because they have been carefully selected and specified for the intended service due to their reliability and/or availability of replacement parts on a local basis.

12. The bidder, if awarded an order or contract, agrees to protect, defend, and save harmless the City against any demand for the use of any patented materials, process, article, or device, that may enter into the manufacture, construction, or form a part of the work covered by either order or contract and he further agrees to indemnify and save harmless the City from suits or actions of every nature and description brought against it, for or on account of any injuries or damages received or sustained by any party or parties, by or from any of the acts of the contractor, his servants, or agents.

13. It is the policy of the City of Norris, Tennessee to ensure equal opportunity in all aspects of its programs and services without regard to race, color, sex, or national origin under Title VI of the Civil Rights Act of 1964. This policy applies to the administration of programs, facilities, benefits, or services that receive assistance from the Federal government. During the performance of this contract, the successful vendor agrees as follows:

A. To comply with the regulations relative to nondiscrimination in federally assisted programs of the Department of Transportation, Title 49, Code of Federal Regulations, Part 21, (hereafter referred to as "Regulations") as they may be amended.

B. To ensure nondiscrimination on the grounds of race, color, sex, or national origin in the selection and retention of subcontractors, including procurement of materials and lease of equipment. The vendor shall not participate either directly or indirectly in discrimination prohibited by Section 21.5 of the Regulations, including employment practices.

C. That during solicitations either by competitive bidding or negotiation made by the vendor for work to be performed under a subcontract, including procurement of materials or lease of equipment, all potential subcontractors be notified by the vendor of their obligations under this contract and Regulations relative to nondiscrimination on the grounds of race, color, sex, or national origin.

D. That all information and reports required by the Regulations be readily accessible by the City of Norris, Tennessee or the Tennessee Department of Transportation as may be pertinent to ascertain compliance with the Regulations.

E. That in the event of noncompliance with the nondiscrimination provisions of the contract, the City shall impose contract sanctions as it or the Tennessee Department of Transportation may determine to be appropriate, including but not limited to:

1. Withholding payments until compliance is made, and/or

2. Cancellation, termination, or suspension of the contract, in whole or in part.

F. That the vendor includes these provisions in all subcontracts, including procurement of materials and leases of equipment.

14. Samples, when requested, must be furnished free of expense prior to the opening of bids and if not destroyed will, upon request, be returned at the bidder's expense.

15. Terms and conditions, unless stated otherwise herein, are to be effective for one year from the date of bid acceptance by the City Council.

16. All federal, state, and local law requirements must be followed.

17. The City accepts responsibility of merchandise upon receipt at the City's delivery point unless otherwise noted herein.

18. The City reserves the right to purchase more or less of the Bid Items at the unit price listed on the Bid Pricing Sheet.

19. Special Conditions, if any, are enclosed and listed in the Table of Contents. A conflict between Special Conditions and General Conditions shall be construed in favor of the Special Conditions.

20. The Description of Requirements and Specifications for the procurement are enclosed herewith.

21. The specifications set forth are the minimum that are acceptable. The City of Norris reserves the right to consider differences or variations in the character, quality or workmanship of the items offered, to reject any or all bids, and to accept any bid that it may deem to be in the best interest of the City.

REQUIREMENTS OF IRAN DIVESTMENT ACT

Name of Bidder: _____

By submission of this bid, each bidder and each person signing on behalf of any bidder certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief that each bidder is not on the Iran investment activities list created pursuant to T.C.A. § 12-12-106.

Name of & Title of Signer
(Print or Type): _____

Signature: _____

Date: _____

Complete and return with bid package.

CHAPTER 6

STORMWATER MANAGEMENT PROGRAM

SECTION

- 14-601. Legislative findings and policy.
- 14-602. Creation of stormwater management program.
- 14-603. Definitions.
- 14-604. Funding of stormwater management program.
- 14-605. Stormwater fund.
- 14-606. Operating budget.
- 14-607. Stormwater user's fees established.
- 14-608. Equivalent Residential Unit (ERU).
- 14-609. Property classification for stormwater user's fee.
- 14-610. Base rate.
- 14-611. Adjustments to stormwater user's fees.
- 14-612. Property owners to pay charges.
- 14-613. Billing procedures and penalties for late payment.
- 14-614. Appeals of fees.
- 14-615. Enforcement, abatement, penalties, and appeals.

14-601. Legislative findings and policy. The Mayor and the City Council of the City of Norris, Tennessee; finds, determines, and declares that the stormwater system which provides for the collection, treatment, storage, and disposal of stormwater provides benefits and services to all property within the incorporated city limits. Such benefits include, but are not limited to: the provision of adequate systems of collection, conveyance, detention, treatment, and release of stormwater; the reduction of hazards to property and life resulting from stormwater runoff; improvements in general health and welfare through reduction of undesirable stormwater conditions; and improvements to the water quality in the stormwater and surface water system and its receiving waters.

14-602. Creation of stormwater management program. For those purposes of the Federal Clean Water Act and of Tennessee Code Annotated, § 68-221-1101, et seq., there is created a stormwater management program which shall consist of a manager or director and such staff as designated and appointed by the city manager of the city. The stormwater management program shall be under direction and control of the city manager and shall:

(1) Administer the acquisition, design, construction, maintenance, and operation of the stormwater system, including operational and material expenses, and capital improvements designated in the capital improvement program;

(2) Administer and enforce the ordinance comprising this chapter and all regulations and procedures adopted relating to the design, construction, maintenance, operation, and alteration of the stormwater system, including, but not limited to, the quantity and quality of the stormwater conveyed thereby;

(3) Advise the city manager on matters relating to the stormwater fund, Equivalent Residential Units (ERU), user fee and other appropriate terms and conditions which affect the financial stability of the fund.

(4) Prepare, revise, and amend a comprehensive stormwater management plan for adoption by the municipality's governing body;

(5) Review construction plans and approve or deny, inspect, and accept extensions and connections to the city's stormwater system;

(6) Assist in the enforcement of regulations to protect and maintain water quality and quantity within the system in compliance with water quality standards established by local, state, and/or federal agencies as now adopted or hereafter amended;

(7) Annually analyze the cost of services and benefits provided, and the system and structure of fees, charges, civil penalties, and other revenues of the program.

14-603. Definitions. For the purpose of this chapter, the following definitions shall apply: Words used in the singular shall include the plural, and the plural shall include the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined in this section shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

(1) "Base rate" means the stormwater user's fee for a detached single family residential property in the city.

(2) "Construction" means the erection, building, acquisition, alteration, reconstruction, improvement, or extension of stormwater facilities; preliminary planning to determine the economic and engineering feasibility of stormwater facilities; the engineering, architectural, legal, fiscal, and economic investigations and studies, surveys, designs, plans, working drawings, specifications, procedures, and other action necessary in the construction of stormwater facilities; and the inspection and supervision of the construction of stormwater facilities.

(3) "Developed property" means real property which has been altered from its natural state by the creation or addition of impervious areas, by the addition of any buildings, structures, pavement, or other improvements.

(4) "Dry Detention Pond" is an impoundment or excavated basin for the short-term detention of stormwater runoff from a completed development that allows a controlled release from the structure at downstream, pre-development flow rates.

(5) "Equivalent Residential Unit" or "ERU" means the average impervious area associated within a detached single family residential property determined pursuant to this chapter.

(6) "Exempt property" means all properties of the federal, state, county, and city governments, and any of their divisions or subdivisions, and property that does not discharge stormwater runoff into the stormwater or flood control facilities of the municipality.

(7) "Fee" or "stormwater user's fee" means the charge established under this ordinance and levied on owners or users of parcels or pieces of real property to fund the costs of stormwater management and of operating, maintaining, and improving the stormwater system in the municipality. The stormwater user's fee is in addition to any other fee that the municipality has the right to charge under any other rule or regulation of the municipality.

(8) "Fiscal year" means July 1 of a calendar year to June 30 of the next calendar year, both inclusive.

(9) "Impervious surface" means a surface which is compacted or covered with material that is resistant to infiltration by water, including, but not limited to, most conventionally surfaced streets, roofs, sidewalks, patios, driveways, parking lots, and any other oiled, graveled, graded, compacted, or any other surface which impedes the natural infiltration of surface water.

(10) "Impervious surface area" means the number of square feet of horizontal surface covered by buildings, and other impervious surfaces. All building measurements shall be made between exterior faces of walls, foundations, columns or other means of support or enclosure.

(11) "Other developed property" means developed property other than single-family residential property. Such property shall include, but not be limited to, commercial properties, industrial properties, parking lots, hospitals, schools, recreational and cultural facilities, hotels, offices, and churches.

(12) "Parcel" means any area of land described by a single legal description.

(13) "Person" means any and all persons, natural or artificial, including any individual, firm or association, and any municipal or private corporation organized or existing under the laws of this or any other state or country.

(14) "Property owner" means the property owner of record as listed in the county's assessment roll. A property owner includes any individual, corporation, firm, partnership, or group of individuals acting as a unit, and any trustee, receiver, or personal representative.

(15) "Retention Pond" is a pond or pool designed with additional storage capacity to attenuate surface runoff during rainfall events. They consist of a permanent pond area with landscaped banks and surroundings to provide additional storage capacity during rainfall events.

(16) "Single family residential property" means a developed property which serves the primary purpose of providing a permanent dwelling unit to a single family. A single-family detached dwelling or a townhouse containing an accessory apartment or second dwelling unit is included in this definition.

(17) "Stormwater" means stormwater runoff, snow melt runoff, surface runoff, street wash waters related to street cleaning or maintenance, infiltration, and drainage.

(18) "Stormwater facilities" means the drainage structures, conduits, conveyances, waterways, combined sewers, sewers, and all device appurtenances by means of which stormwater is collected, transported, pumped, treated, or disposed of.

(19) "Stormwater management fund" or "fund" means the fund created by this chapter to operate, maintain, and improve the city's stormwater system.

(20) "Stormwater management program" means the planning, design, construction, regulation, improvement, repair, maintenance, and operation of facilities and programs relating to water quality and quantity.

(21) "Surface water" includes waters upon the surface of the earth in bounds created naturally or artificially including, but not limited to, streams, other water courses, lakes, and reservoirs.

(22) "User" shall mean the owner of record of property subject to the stormwater user's fee imposed by this chapter.

(23) "Undisturbed property" means real property, which has not been altered from its natural state by dredging, filling, removal of trees and vegetation or other activities, which have disturbed or altered the topography of soils on the property.

14-604. Funding of stormwater management program. Funding for the stormwater management program may include, but not be limited to, the following:

(1) Stormwater user's fees.

(2) Civil penalties and damage assessments imposed for or arising from the violation of the city's stormwater management program ordinance.

(3) Stormwater permit and inspection fees.

(4) Other funds or income obtained from federal, state, local, and private grants, or revolving funds, and from the Local Government Public Obligations Act of 1986.

To the extent that the stormwater drainage fees collected are insufficient to construct needed stormwater drainage facilities, the cost of the same may be paid from such city funds as may be determined by the municipality's governing body.

14-605. Stormwater fund. All revenues generated by or on behalf of the stormwater program shall be deposited in a stormwater program fund and used exclusively for the stormwater program.

14-606. Operating budget. The municipality's governing body shall adopt an operating budget for the stormwater program each fiscal year. The operating budget shall set forth for such fiscal year the estimated revenues and the estimated costs for operations and maintenance, extension, and replacement and debt service.

14-607. Stormwater user's fees established. There shall be imposed on each and every developed property in the city, except exempt property, a stormwater user's fee, which shall be set from time to time by ordinance and in the manner and amount prescribed by this ordinance.

14-608. Equivalent Residential Unit (ERU).

(1) Establishment. There is established for purposes of calculating the stormwater user's fee the Equivalent Residential Unit (ERU) equal to six thousand (6,000) square feet of impervious surface area.

(2) Setting the ERU. The ERU shall be amended by the municipality's governing body from time to time by ordinance.

(3) Source of ERU. The municipality's governing body shall have the discretion to determine the source of the data from which the ERU is established, taking into consideration the general acceptance and use of such source on the part of other stormwater systems, and the reliability and general accuracy of the source. The municipality's governing body shall have the discretion to determine the impervious surface area of other developed property through property tax assessor's rolls or site examination, mapping information, aerial photographs, and other reliable information.

14-609. Property classification for stormwater user's fee.

(1) Property classifications. For purposes of determining the stormwater user's fee, all properties in the city are classified into one (1) of the following classes:

- (a) Single family residential property;
- (b) Developed property;
- (c) Undeveloped property;
 - (i) Disturbed (farm land);
 - (ii) Undisturbed (grass land);
- (d) Exempt property.

(2) Single family residential property and fee. The municipality's governing body finds that the intensity of development of most parcels of real property in the municipality classified as single family residential is similar and that it would be excessively and unnecessarily expensive to determine precisely the square footage of the improvements (such as buildings, structures, and other impervious areas) on each such parcel. Therefore, all single-family residential properties in the city shall be charged a flat stormwater management fee, equal the base rate, regardless of the size of the parcel or the improvements.

(3) Developed property and fee. The fee for developed property (i.e., non-single-family residential property) in the municipality shall be the base rate multiplied by the numerical factor obtained by dividing the total impervious surface area (square feet) of the property by one (1) ERU times a correction factor based on the following onsite improvements. The improvements and the correction factors are as follows:

(a) For developed properties that discharge into onsite retention or dry detention ponds that regulate discharges not to exceed the historical flow-rate, the correction factor shall be 0.40.

(b) For developed properties that utilize other onsite structures that meet the Tennessee Department of Environment and Conservation best management practices that reduce runoff volumes to within five percent (5%) of the historical flow-rates and can demonstrate the improvement of stormwater runoff quality by means of engineering principles, the correction factor shall be 0.55.

(c) If no onsite improvements exist, the correction factor shall be 1.0.

All stormwater runoff from the developed site shall be covered by the improvements listed above in order to receive a correction factor for the entire site. The minimum stormwater management fee for other developed property shall equal the base rate for single family residential property.

(4) Undeveloped property.

(a) Disturbed (farm land). Parcels which are disturbed by farming activities which results in an annual cycle of planting and harvest will be charged a stormwater fee of one (1) ERU unless significant erosion is allowed to occur due to an increase in stormwater runoff.

(b) Undisturbed parcels which are undisturbed and remain in a natural state of vegetative growth (grass land) and are maintained to prevent erosion by periodic mowing or other appropriate means will not be charged a stormwater fee. Undisturbed parcels that are not maintained in appropriate conservation practices will be considered to be disturbed and a stormwater user's fee shall be assessed in accordance with procedures outlined herein this chapter.

(5) Exempt property. There shall be no stormwater user's fee for exempt property.

14-610. Base rate. The municipality's governing body shall, by ordinance, establish the base rate for the stormwater user's fee. The base rate shall be calculated to ensure adequate revenues to fund the costs of stormwater management and to provide for the operation, maintenance, and capital improvements of the stormwater system in the city.

14-611. Adjustments to stormwater user's fees. The stormwater program shall have the right on its own initiative to adjust upward or downward the stormwater user's fees with respect to any property, based on the approximate percentage on any significant variation in the volume or rate of stormwater, or any significant variation in the quality of stormwater, emanating from the property, compared to other similar properties. In making determinations of the similarity of property, the stormwater program shall take into consideration the location, geography, size, use, impervious area, stormwater facilities on the property, and any other factors that have a bearing on the variation.

14-612. Property owners to pay charges. The owner of each non-exempt lot or parcel shall pay the stormwater user's fees and charges as provided in this chapter.

14-613. Billing procedures and penalties for late payment.

(1) Rate and collection schedule. The stormwater user's fee will be set at a rate, and collected on a schedule established by ordinance. The stormwater fee shall reflect the nature of the property classification by the Norris Water Commission utility billing. The stormwater user fee for single-family residential and non-residential developed property shall be billed and collected monthly. Apartment buildings will be billed monthly to either a master meter (base rate times the number of individual

apartments) or to the individual meters for each apartment resident, whichever the case may be. The owner of a mobile home park will receive a monthly bill for the entire complex (base rate times the number of individual mobile home sites). Undeveloped properties will be billed monthly at the rate established by this ordinance if the property is utilized for farming activities and allowed to erode and contribute to pollution of streams, rivers, and ponds here in Norris.

(2) Delinquent bills. The stormwater user's fee shall be billed through the Norris Water Commission and paid by mail, online, or in person as per their requirements; and shall become delinquent as of the twenty-seventh (27th) of the month of issue, there shall be an additional charge of ten percent (10%) added thereto. The water commission will disconnect delinquent customers after forty-three (43) days from the initial billing, and not be reconnected until all past due bills have been paid in full.

14-614. Appeals of fees.

(1) The City of Norris City Council shall hear and decide appeals and requests for variances from the requirements of this chapter.

(2) Variances may be issued in regards to the stormwater user fees and/or property classification. The stormwater management plan operating budget shall not be appealed.

(3) In passing upon such variances, the Council shall consider all technical evaluations, all relevant factors such as practices that meet the Tennessee Department of Environment and Conservation best management practices, historical flows versus developed flows, and all standards specified in other sections of this chapter, and,

(4) Upon consideration of the factors listed above, and the purposes of this chapter, the Council may attach such conditions to the granting of variances, as it deems necessary to effectuate the purposes of this chapter.

(5) Request for variances may be appealed within thirty (30) calendar days from the date of the last bill containing stormwater user's fees charges.

(6) Variances may be issued upon a determination that the variance is the minimum relief necessary, considering the amount of the fee and/or the property classification.

(7) Variances shall only be issued upon:

(a) A showing of good and sufficient cause;

(b) A determination that failure to grant the variance would result in exceptional hardship compared to other similarly assessed property; and

(c) A determination that the granting of a variance will not result in conflict with existing local laws or ordinances.

(8) Written notice. Any applicant to whom a variance is granted shall be given written notice by the City of Norris.

(9) Record keeping and reporting. The City of Norris shall maintain the record of all appeal actions.

(10) All appeals shall be reviewed and a decision rendered within forty-five days (45) days after the appeal is filed.

14-615. Enforcement, abatement, penalties, and appeals.

(1) Enforcement and abatement authority. The city manager or his designees shall have the authority to issue notices of violation and citations, and to impose the civil penalties provided in this section.

(2) Notification of violation.

(a) Written notice. Whenever the city manager or his/her designee finds that any permittee or any other person discharging stormwater has violated or is violating this chapter or a permit or order issued hereunder, the city manager may serve upon such person written notice of the violation. Within ten (10) days of this notice, an explanation of the violation and a plan for the satisfactory correction and prevention thereof, to include specific required actions, shall be submitted to the city manager. Submission of this plan in no way relieves the discharger of liability for any violations occurring before or after receipt of the notice of violation.

(b) Consent orders. The city manager or his/her designee is empowered to enter into consent orders, assurances of voluntary compliance, or other similar documents establishing an agreement with the person responsible for the noncompliance. Such orders will include specific action to be taken by the person to correct the noncompliance within a time period also specified by the order. Consent orders shall have the same force and effect as administrative orders issued pursuant to paragraphs (d) and (e) below.

(c) Show cause hearing. The city manager may order any person who violates this chapter or permit or order issued hereunder, to show cause why a proposed enforcement action should not be taken. Notice shall be served on the person specifying the time and place for the meeting, the proposed enforcement action, and the reasons for such action, and a request that the violator show cause why this proposed enforcement action should not be taken. The notice of the meeting shall be served personally or by registered or certified mail (return receipt requested) at least ten (10) days prior to the hearing.

(d) Compliance order. When the city manager or his/her designee finds that any person has violated or continues to violate this chapter or a permit or order issued thereunder, he/she may issue an order to the violator directing that, following a specific time period, adequate structures, devices, be installed or procedures implemented and properly operated. Orders may also contain such other requirements as might be reasonably necessary and appropriate to address the noncompliance, including the construction of appropriate structures, installation of devices, self-monitoring, and management practices.

(e) Cease and desist orders. When the city manager or his/her designee finds that any person has violated or continues to violate this ordinance or any permit or order issued hereunder, the city manager may issue an order to cease and desist all such violations and direct those persons in noncompliance to:

(i) Comply forthwith; or

(ii) Take such appropriate remedial or preventive action as may be needed to properly address a continuing or threatened violation, including halting operations and terminating the discharge.

(3) Penalties. Any person who shall commit any act declared unlawful under this chapter, who violates any provision of this chapter, who violates the provisions of any permit issued pursuant to this ordinance, or who fails or refuses to comply with any lawful communication or notice to abate or take corrective action by the city manager or his/her designee, shall be guilty of a civil offense.

(4) Under the authority provided in Tennessee Code Annotated, § 68-221-1106, the municipality declares that any person violating the provisions of this chapter may be assessed a civil penalty by the

city manager or his/her designee of not less than fifty dollars (\$50.00) and not more than five thousand dollars (\$5,000.00) per day for each day of violation. Each day of violation shall constitute a separate violation.

(5) Measuring civil penalties. In assessing a civil penalty, the city manager or his/her designee may consider:

- (a) The harm done to the public health or the environment;
- (b) Whether the civil penalty imposed will be a substantial economic deterrent to the illegal activity;
- (c) The economic benefit gained by the violator;
- (d) The amount of effort put forth by the violator to remedy this violation;
- (e) Any unusual or extraordinary enforcement costs incurred by the municipality;
- (f) The amount of penalty established by ordinance or resolution for specific categories of violations; and
- (g) Any equities of the situation which outweigh the benefit of imposing any penalty or damage assessment.

(6) Recovery of damages and costs. In addition to the civil penalty in subsection (2) above, the municipality may recover;

- (a) All damages proximately caused by the violator to the municipality, which may include any reasonable expenses incurred in investigating violations of, and enforcing compliance with, this chapter, or any other actual damages caused by the violation.
- (b) The costs of the municipality's maintenance of stormwater facilities when the user of such facilities fails to maintain them as required by this section.

(7) Other remedies. The municipality may bring legal action to enjoin the continuing violation of this chapter, and the existence of any other remedy, at law or equity, shall be no defense to any such actions.

(8) Remedies cumulative. The remedies set forth in this section shall be cumulative, not exclusive, and it shall not be a defense to any action, civil or criminal, that one (1) or more of the remedies set forth herein has been sought or granted.

(9) Appeals. Pursuant to Tennessee Code Annotated, § 68-221-1106(d), any person aggrieved by the imposition of a civil penalty or damage assessment as provided by this chapter may appeal said penalty or damage assessment to the Norris City Council.

- (a) Appeals to be in writing. The appeal shall be in writing and filed with the city recorder within fifteen (15) days after the civil penalty and/or damage assessment is served in any manner authorized by law.
- (b) Public hearing. Upon receipt of an appeal, the Norris City Council shall hold a public hearing within thirty (30) days. Ten (10) days prior notice of the time, date, and location of said hearing shall be published in a daily newspaper of general circulation. Ten (10) days notice by registered mail shall also be provided to the aggrieved party, such notice to be sent to the address provided by the aggrieved party at the time of appeal. The decision of the Norris City Council shall be final.
- (c) Appealing decisions of the Norris City Council. Any alleged violator may appeal a decision of the board of appeals pursuant to the provisions of Tennessee Code Annotated, title 27, chapter 8.



ORDINANCE NO. 670

AN ORDINANCE AUTHORIZING THE VACATION OF ALLEY AND STREET EASEMENTS WITHIN PARCEL 043-022.05, CITY OF NORRIS, ANDERSON COUNTY, TENNESSEE

- WHEREAS,** The Norris Planning Commission conducted a public hearing including the potential release of any and all alley or street easements within Parcel 043-022.05 on February 6, 2023; and
- WHEREAS,** The Norris Planning Commission resolved to abandon public right-of-way present on said parcel on March 6, 2023; and
- WHEREAS,** The City Council held a public hearing on March 20, 2023 which included the possible vacation of alley and street easements or right-of-way within said parcel; and
- WHEREAS,** The public hearing offered little or no negative comments on the City potentially vacating interest on said property; and
- WHEREAS,** **Anderson County nor the City of Norris recognize the existence of interest on said property;**

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

- Section 1:** Any alley or street easements within Parcel 043-022.05, City of Norris, Anderson County, Tennessee is hereby vacated.
- 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.

Adopted First Reading: _____

Public Hearing: _____

Adopted Second Reading: _____

Signed, Mayor

Attest, City Manager



ORDINANCE NUMBER 671
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)
Revenues		
Total Revenues		
110-37199 (General Gov)	Misc Revenue	\$13,000
110-36100 (General Gov)	Interest Income	<u>\$40,000</u>
Total Appropriations		\$53,000
Appropriations		
Expenditures		
44800-329 (Archives)	Other Op Supplies	\$600
42000-280 (Police)	Travel	\$1,500
42200-329 (Fire)	Op Expenses (Software)	\$2,000
43000-268 (Public Works)	Repair Roads & Streets	\$2,500
41000-252 (General Gov)	Legal Services	\$83,000
41000-510 (General Gov)	Liability Ins	\$1,550
41000-142 (General Gov)	Hospital & Health Ins	<u>\$15,000</u>
Total Appropriations		\$106,150

Water Works Fund	Description	Increase/(Decrease)
Revenues		
Total Revenues		
413-36100 (Waterworks Rev)	Interest Earnings	\$26,600
Total Appropriations		\$26,600
Appropriations		
Expenditures		
52316-255 (Cust Billing)	Data Processing	\$3,000
Total Appropriations		\$3,000

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

TO: Norris City Council
DATE: December 11, 2023
FROM: Adam Ledford
RE: City Manager's Report

1. 2023-24 Year to Date Budget

Revenues and expenditures:

- a. General fund revenues through 5 months totaled \$1,190,821 or 59.6% of the plan, well above the level loaded average of 46.67%. The 5-month number was behind last year by roughly \$203,745. This shift is directly related to 2 unique revenues from last year 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 the 2nd half of the COVID direct allocation totaling \$237,667). If you take those 2 numbers out, organically, the current year is out performing last year by roughly \$88,000.
- b. General fund expenditures of \$1,203,718 reflects 44.3% of planned expenses, ahead of plan mostly associated with 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 November number higher than last year by roughly \$335,359.
- c. General fund expended 32.4%, or \$281,814 of the planned capital expenditures for the fiscal year.
- d. Water/Sewer revenues is estimated to be \$483,296 or 17.9% of the plan, however if you adjust for anticipated grant funds, the total represented 44.6% of organic revenue anticipated. The 5-month number outpacing last year by roughly \$66,500.
- e. Water/Sewer expenditures totaled \$486,498 or 25.5% of the fiscal year plan. The 5-month number more than last year by roughly \$106,548. This increase is partially driven by \$59,727 planned capital expenditures or 6.1% of the fiscal year budget.
- f. Watershed revenues of \$72,573 represents 79.0% of fiscal year revenue expectations headed by rifle range permits. This is a slight increase of last year by about \$5,800 through the same period.
- g. Watershed expended 13.4%, or \$4,900 of the planned capital expenditures for the fiscal year. The remaining expenditures are backend loaded for the 4th quarter of the fiscal year.
- h. Street Aid revenues of \$26,783 presented a consistent mark slightly beating expectations at 47.9%.
- i. Solid Waste expenditures are currently \$68,126 which is 43.8% of anticipated cost. Revenues are at \$64,260 or 40.8% 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.

2. Sole Enterprise Software Integration

We continue some fine tuning of the system, most notably on the low or high consumption usage reporting, but this project is now considered complete.

3. Utility Audit Services

The vendor and I are planning for a rollout of the project in January of 2024.

4. **Council Items**

There are a few items currently schedule for consideration by the council in January:

- a. 2022-23 Audit Report by Pugh
- b. Storm Sewer System Utility Ordinance

5. **Strategic Planning**

The Council is set to meet in January to review and set a calendar for implementing the next step in this process (Goal Setting).

6. **Street Project**

The vendor has indicated an early season plan for the 2024 season. That will be somewhat determined by the weather in that spring timeframe.

7. **Refuse Contract Review**

The current contract expires July 1, 2025. There will be activity on this contract during the second half of 2024.

8. **Recodification**

The administration team anticipates completing the review and updates of many of our ordinances by the end of February of 2024. This will begin the next step of the process and complete a recodification during the calendar year.

9. **Commercial Audit Results**

The City is awaiting results of our petition to the State on modifications to the sales tax collected. Our efforts are ongoing and there is a possible verbal update that will be presented by the time of this meeting.

10. **Ordinance 671 – Budget Amendment**

Proposed tonight is Ordinance 671. This would factor in modifications related to changes necessary after evaluating the first half of the year. The following impacts are reflected:

- Interest Income resulting from the investment of balance funds
- Legal fees for ongoing issues
- Changes to medical coverage
- Archives computer equipment
- Insurance coverage adjustments unknown at time of planning
- Cost to continue legacy utility software during integration period

City of Norris
Statement of Revenues - City
November 2023

Fund : **110** General Fund

Monthly Comparative

41.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
31111	Real Property Taxes (Current)	703,000.00	(12,266.00)	(743,370.57)	(40,370.57)	-5.74%
31112	Personal Property Taxes (Current)	73,000.00	0.00	(6,944.44)	66,055.56	90.49%
31120	Public Utilities Property Tax (Current)	6,800.00	0.00	0.00	6,800.00	100.00%
31200	Property Taxes (Delinquent)	10,000.00	(9.73)	(18,482.65)	(8,482.65)	-84.83%
31300	Int, Penalty, And Court Cost On Prop Tax	1,800.00	(675.98)	(2,302.36)	(502.36)	-27.91%
31511	Pay In Lieu Of Tax -Electric Utilities	18,000.00	(940.04)	(5,165.44)	12,834.56	71.30%
31600	Local Option Sales Tax	262,000.00	(21,425.48)	(116,725.92)	145,274.08	55.45%
31710	Wholesale Beer Tax	61,500.00	(3,119.58)	(17,905.14)	43,594.86	70.89%
31720	Wholesale Liquor Tax	44,000.00	(3,136.60)	(19,438.67)	24,561.33	55.82%
31730	Mixed Drink Tax	2,700.00	(1,085.73)	(4,784.91)	(2,084.91)	-77.22%
31800	Business Taxes	14,000.00	(54.78)	(3,700.57)	10,299.43	73.57%
31912	Cable TV Franchise Tax	22,000.00	0.00	0.00	22,000.00	100.00%
32210	Beer Licenses	1,200.00	0.00	0.00	1,200.00	100.00%
32410	Animal Registration	1,000.00	(32.00)	(370.00)	630.00	63.00%
32600	Building And Related Permits	12,415.00	(110.00)	(7,426.50)	4,988.50	40.18%
33400	Police Supplements - State Grant	5,600.00	0.00	0.00	5,600.00	100.00%
33430	T Dot Enhancement Grant	122,000.00	0.00	0.00	122,000.00	100.00%
33480	Local Planning Grant	5,400.00	0.00	0.00	5,400.00	100.00%
33510	State Sales Tax	190,000.00	(15,816.74)	(79,903.82)	110,096.18	57.95%
33520	State Income Tax	10,500.00	0.00	0.00	10,500.00	100.00%
33530	State Beer Tax	736.00	0.00	0.00	736.00	100.00%
33552	State-City Streets And Transportation	3,234.00	(244.11)	(1,220.55)	2,013.45	62.26%
33590	Bank Excise Tax	4,550.00	0.00	0.00	4,550.00	100.00%
33591	Gross Receipts - Tva	19,000.00	(4,898.97)	(4,898.97)	14,101.03	74.22%
33592	Sports Betting - State Shared Tax	1,500.00	(559.82)	(1,195.17)	304.83	20.32%
33730	Tenn Safety Grant	1,000.00	0.00	0.00	1,000.00	100.00%
33800	Local Agency Project	0.00	0.00	(50,000.00)	(50,000.00)	No Budget
33801	ARPA Funds	0.00	0.00	0.00	0.00	No Budget
34111	Duplicating Services	50.00	0.00	0.00	50.00	100.00%
34131	Administrative Services	88,275.00	(7,356.32)	(36,781.60)	51,493.40	58.33%
35110	City Court Fines And Costs	3,000.00	(391.25)	(993.75)	2,006.25	66.88%

Fund : **110** General Fund

Monthly Comparative

41.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
35140	Drug Related Fines	300.00	0.00	(391.40)	(91.40)	-30.47%
35160	Court Fines And Costs From County Courts	200.00	(47.50)	(71.25)	128.75	64.38%
36100	Interest Earnings	38,000.00	(7,727.72)	(18,851.16)	19,148.84	50.39%
36211	Community Building Rental	400.00	(115.00)	(955.00)	(555.00)	-138.75%
36212	Tower Rent	29,000.00	(3,489.70)	(16,578.07)	12,421.93	42.83%
36213	Pavilion Rental	600.00	0.00	(420.00)	180.00	30.00%
36420	Osm Parking Contract	1,000.00	(1,000.00)	(1,000.00)	0.00	0.00%
36550	Tree Commission	3,000.00	0.00	0.00	3,000.00	100.00%
36700	Animal Shelter Contri And Donations	6,500.00	(270.00)	(4,320.35)	2,179.65	33.53%
36710	Recreation Comm. Donations	2,500.00	(231.00)	(522.00)	1,978.00	79.12%
36710	CDB Contri And Donations-Businesses	5,500.00	0.00	0.00	5,500.00	100.00%
36721	Contri And Donations-Organizations No.-1	650.00	0.00	0.00	650.00	100.00%
36730	Norris Recreation Comms. Donations	5,000.00	0.00	(50.00)	4,950.00	99.00%
36732	Trail Benches	1,500.00	0.00	0.00	1,500.00	100.00%
36735	Norris Little Theatre Donations	3,000.00	0.00	0.00	3,000.00	100.00%
36738	Norris Vol. Fire Dept. Donations	20,000.00	0.00	(500.00)	19,500.00	97.50%
36960	Operating Transfer In From Other Funds	45,290.00	0.00	0.00	45,290.00	100.00%
36990	Miscellaneous Refunds	1,000.00	(173.27)	(173.27)	826.73	82.67%
37199	Miscellaneous	20,000.00	(450.00)	(26,502.87)	(6,502.87)	-32.51%
Total For Fund:	110	1,871,700.00	(85,627.32)	(1,191,946.40)	679,753.60	36.32 %

Template Name: LGC Statement of Revenues -
 Created by: LGC

City of Norris
Statement of Revenues - City
November 2023

User: Bailey Whited
 Date/Time: 12/7/2023 1:45 PM
 Page 3 of 6

Fund : **121** State Street Aid Fund

Monthly Comparative 41.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
33551	State Gasoline And Motor Fuel Tax	55,900.00	(4,700.22)	(24,559.17)	31,340.83	56.07%
36100	Interest Earnings	0.00	(738.73)	(2,179.05)	(2,179.05)	No Budget
Total For Fund: 121		55,900.00	(5,438.95)	(26,738.22)	29,161.78	52.17 %

City of Norris
Statement of Revenues - City
November 2023

Fund : **123** Watershed Fund

Monthly Comparative 41.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
36100	Interest Earnings	0.00	(1,335.14)	(2,153.75)	(2,153.75)	No Budget
36212	Tower Rent	28,000.00	(3,489.73)	(16,578.12)	11,421.88	40.79%
36690	Wood Permits	20.00	0.00	0.00	20.00	100.00%
36691	Hunting Permits	3,800.00	0.00	(3,500.00)	300.00	7.89%
36693	Rifle Range Permits	59,000.00	(5,100.00)	(47,601.00)	11,399.00	19.32%
37199	Miscellaneous	1,000.00	0.00	(2,740.00)	(1,740.00)	-174.00%
Total For Fund: 123		91,820.00	(9,924.87)	(72,572.87)	19,247.13	20.96 %

City of Norris
Statement of Revenues - City
November 2023

Fund : **128** Refuse/Recycle Fund

Monthly Comparative 41.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
34410	Refuse Collection Charges	28,620.00	(1,829.10)	(12,267.90)	16,352.10	57.14%
34430	Refuse Collection And Disposal Charges	128,952.00	(21,318.00)	(51,992.00)	76,960.00	59.68%
Total For Fund:	128	157,572.00	(23,147.10)	(64,259.90)	93,312.10	59.22 %

City of Norris
Statement of Revenues - City
November 2023

Fund : **413** Water And Sewer

Monthly Comparative 41.67%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
33100	Federal Grants	815,140.00	0.00	0.00	815,140.00	100.00%
36100	Interest Earnings	3.00	(3,792.02)	(8,168.44)	(8,165.44)	-272181.33%
37110	Metered Water Sales	525,000.00	(48,083.92)	(240,881.45)	284,118.55	54.12%
37120	Flat Rate Water Sales To Gen Customers	4,000.00	(307.86)	(1,539.30)	2,460.70	61.52%
37130	Fire Service And Hydrant Rentals	12,200.00	0.00	0.00	12,200.00	100.00%
37191	Forfeited Discounts And Penalties	13,000.00	0.00	0.00	13,000.00	100.00%
37195	Installation Charges	4,800.00	(695.00)	(2,150.00)	2,650.00	55.21%
37196	Water Tap Fees	1,100.00	0.00	0.00	1,100.00	100.00%
37199	Miscellaneous	2,000.00	0.00	(7,073.96)	(5,073.96)	-253.70%
37210	Sewer Service Charges	510,000.00	(43,714.10)	(220,466.42)	289,533.58	56.77%
37220	Sewer Inspection Fees	550.00	0.00	0.00	550.00	100.00%
37290	Other Operating Rev-Sewer Stoppages	150.00	0.00	0.00	150.00	100.00%
37293	Sale Of Parts	0.00	(267.60)	(267.60)	(267.60)	No Budget
37299	Miscellaneous	500.00	0.00	0.00	500.00	100.00%
37990	Other Revenue	11,000.00	(2,750.00)	(5,500.00)	5,500.00	50.00%
Total For Fund: 413		1,899,443.00	(99,610.50)	(486,047.17)	1,413,395.83	74.41 %

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41000	General Government							
110			(268,421.00)	(268,421.00)	120,184.10	(148,236.90)	44.77%	22,405.80
	Personnel		0.00		0.00			0.00
114			(28,860.00)	(28,860.00)	10,461.20	(18,398.80)	36.25%	2,040.00
	Part-Time Personnel		0.00		0.00			0.00
134			(541.00)	(541.00)	1,725.00	1,184.00	318.85%	1,050.00
	Christmas Bonus		0.00		0.00			0.00
141			(22,783.00)	(22,783.00)	10,007.89	(12,775.11)	43.93%	1,925.49
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(50,841.00)	(50,841.00)	29,404.26	(21,436.74)	57.84%	6,254.88
	Hospital And Health Insurance		0.00		0.00			0.00
143			(11,154.00)	(11,154.00)	5,505.32	(5,648.68)	49.36%	1,026.14
	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)	4.06	(345.94)	1.16%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	2,773.73	1,273.73	184.92%	110.00
	Employee Education And Training		0.00		0.00			0.00
211			(1,400.00)	(1,400.00)	700.86	(699.14)	50.06%	100.30
	Postage, Box Rent, Etc.		0.00		0.00			0.00
223			(500.00)	(500.00)	35.00	(465.00)	7.00%	35.00
	Publications, Reports, Etc.		0.00		0.00			0.00
224			(3,600.00)	(3,600.00)	1,559.07	(2,040.93)	43.31%	0.00
	Duplication (Mimeograph, Multilith, Microfilm,		0.00		0.00			0.00
235			(4,000.00)	(4,000.00)	2,976.60	(1,023.40)	74.42%	925.60
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(2,000.00)	(2,000.00)	403.34	(1,596.66)	20.17%	0.00
	Advertising		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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)	9,216.51	(1,783.49)	83.79%	3,501.92
	Professional Services		0.00		0.00			0.00
252			(7,000.00)	(7,000.00)	55,701.36	48,701.36	795.73%	10,366.89
	Legal Services		0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	7,000.00	(6,000.00)	53.85%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
255			(16,000.00)	(16,000.00)	11,557.50	(4,442.50)	72.23%	0.00
	Data Processing Services		0.00		0.00			0.00
259			(7,000.00)	(7,000.00)	1,125.66	(5,874.34)	16.08%	375.22
	Other Professional Services		0.00		0.00			0.00
280			(4,500.00)	(4,500.00)	1,856.39	(2,643.61)	41.25%	57.38
	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)	4,868.13	2,068.13	173.86%	643.80
	Office Supplies And Materials		0.00		0.00			0.00
320			(500.00)	(500.00)	2,860.35	2,360.35	572.07%	429.39
	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)	1,485.57	(114.43)	92.85%	295.66
	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
41800	Community Government Buildings							
241			(9,500.00)	(9,500.00)	2,609.21	(6,890.79)	27.47%	509.12
	Electric		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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)	1,256.93	(1,743.07)	41.90%	252.71
	Water		0.00		0.00			0.00
244			(1,200.00)	(1,200.00)	74.99	(1,125.01)	6.25%	16.99
	Gas		0.00		0.00			0.00
245			(7,200.00)	(7,200.00)	3,827.36	(3,372.64)	53.16%	696.34
	Telephone And Other Communications		0.00		0.00			0.00
260			(5,000.00)	(5,000.00)	15,613.41	10,613.41	312.27%	596.07
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,400.00)	(1,400.00)	1,953.44	553.44	139.53%	39.00
	Other Contractual Services		0.00		0.00			0.00
900			(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
41900	Mcneeley Municipal Building							
241			(5,500.00)	(5,500.00)	2,014.71	(3,485.29)	36.63%	367.89
	Electric		0.00		0.00			0.00
242			(1,600.00)	(1,600.00)	904.85	(695.15)	56.55%	188.85
	Water		0.00		0.00			0.00
260			(1,600.00)	(1,600.00)	10,012.54	8,412.54	625.78%	59.05
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,000.00)	(1,000.00)	376.82	(623.18)	37.68%	39.00
	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
42000	Police Dept.							
110			(349,752.00)	(349,752.00)	156,915.46	(192,836.54)	44.86%	29,290.78
	Personnel		0.00		0.00			0.00
112			(30,000.00)	(30,000.00)	31,071.58	1,071.58	103.57%	5,333.23
	Over-Time Personnel		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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)	6,523.79	(3,476.21)	65.24%	1,251.90
	Part-Time Personnel		0.00		0.00			0.00
119			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Health Insurance Incentive		0.00		0.00			0.00
129			(19,500.00)	(19,500.00)	21,654.27	2,154.27	111.05%	21,654.27
	Holiday Pay		0.00		0.00			0.00
132			(5,600.00)	(5,600.00)	0.00	(5,600.00)	0.00%	0.00
	State Bonus		0.00		0.00			0.00
134			(10,050.00)	(10,050.00)	8,700.00	(1,350.00)	86.57%	4,425.00
	Christmas Bonus		0.00		0.00			0.00
141			(32,696.00)	(32,696.00)	17,184.26	(15,511.74)	52.56%	4,813.87
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(88,297.00)	(88,297.00)	35,481.28	(52,815.72)	40.18%	6,488.82
	Hospital And Health Insurance		0.00		0.00			0.00
143			(25,044.00)	(25,044.00)	10,261.17	(14,782.83)	40.97%	2,947.92
	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)	1,270.44	770.44	254.09%	1,251.26
	Unemployment Insurance		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	1,228.66	(2,271.34)	35.10%	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)	0.00	(500.00)	0.00%	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)	0.00	(1,500.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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	75.20
	Advertising		0.00		0.00			0.00
241			(6,000.00)	(6,000.00)	2,141.22	(3,858.78)	35.69%	381.77
	Electric		0.00		0.00			0.00
242			(1,200.00)	(1,200.00)	615.11	(584.89)	51.26%	136.47
	Water		0.00		0.00			0.00
244			(1,900.00)	(1,900.00)	74.99	(1,825.01)	3.95%	16.99
	Gas		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	2,801.46	(2,198.54)	56.03%	550.04
	Telephone And Other Communications		0.00		0.00			0.00
261			(5,000.00)	(5,000.00)	2,389.41	(2,610.59)	47.79%	1,612.81
	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	753.00	753.00	No Budget	0.00
	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%	397.92
	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)	2,439.68	(5,560.32)	30.50%	705.56
	Other Contractural 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
298			(500.00)	(500.00)	112.37	(387.63)	22.47%	15.00
	Collection Fees		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	800.69	(1,999.31)	28.60%	0.00
	Office Supplies And Materials		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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)	2,896.00	(604.00)	82.74%	0.00
	Fire Arm Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	8,232.11	5,232.11	274.40%	2,500.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	6,180.37	(8,819.63)	41.20%	1,489.59
	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)	0.00	(2,500.00)	0.00%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
900			(130,000.00)	(130,000.00)	111,730.98	(18,269.02)	85.95%	35,234.32
	Capital Outlay		0.00		0.00			0.00
42200	Fire Protection And Control							
141			0.00	0.00	206.55	206.55	No Budget	11.48
	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	5.22
	Retirement - Current		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	1,611.85	(1,888.15)	46.05%	215.60
	Employee Education And Training		0.00		0.00			0.00
162			(5,000.00)	(5,000.00)	3,340.64	(1,659.36)	66.81%	165.99
	Volunteer Firemen		0.00		0.00			0.00
216			(600.00)	(600.00)	447.88	(152.12)	74.65%	447.88
	Radio And Tv Services		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
220			(400.00)	(400.00)	276.10	(123.90)	69.03%	193.57
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
245			(600.00)	(600.00)	810.41	210.41	64.52%	34.77
		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)	2,229.05	(9,770.95)	18.58%	1,378.00
		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)	3,500.42	(6,499.58)	35.00%	890.79
		Operating Supplies	0.00		0.00			0.00
322			(500.00)	(500.00)	588.80	88.80	117.76%	301.54
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
329			(600.00)	(600.00)	1,817.08	1,217.08	302.85%	203.32
		Other Oper. Supplies	0.00		0.00			0.00
331			(1,100.00)	(1,100.00)	506.03	(593.97)	46.00%	54.38
		Fuel Charges	0.00		0.00			0.00
333			0.00	0.00	15,484.82	15,484.82	No Budget	0.00
		Other Equipment (Dispatch 911)	0.00		0.00			0.00
340			(10,500.00)	(10,500.00)	2,846.33	(7,653.67)	27.11%	151.13
		Norris Volunteer Fire Dept. Expenses	0.00		0.00			0.00
900			(19,000.00)	(19,000.00)	4,932.99	(14,067.01)	25.96%	0.00
		Capital Outlay	0.00		0.00			0.00
43000		Public Works						
110			(179,199.00)	(179,199.00)	73,167.88	(106,031.12)	40.83%	13,351.60
		Personnel	0.00		0.00			0.00
112			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Over-Time Personnel	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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)	2,000.00	(2,800.00)	41.67%	400.00
	Part-Time Personnel		0.00		0.00			0.00
134			(6,433.00)	(6,433.00)	2,550.00	(3,883.00)	39.64%	1,275.00
	Christmas Bonus		0.00		0.00			0.00
135			0.00	0.00	300.00	300.00	No Budget	150.00
	Animal Control Bonus		0.00		0.00			0.00
141			(14,607.00)	(14,607.00)	5,894.97	(8,712.03)	40.36%	1,147.36
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(51,327.00)	(51,327.00)	22,456.77	(28,870.23)	43.75%	4,178.32
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,254.00)	(6,254.00)	3,629.76	(2,624.24)	58.04%	847.94
	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)	6.73	(193.27)	3.37%	1.20
	Unemployment Insurance		0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	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)	966.77	(1,433.23)	40.28%	184.41
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	409.85	(590.15)	40.99%	81.97
	Water		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	1,586.22	(3,413.78)	31.72%	325.22
	Telephone And Other Communications		0.00		0.00			0.00
247			(25,000.00)	(25,000.00)	10,847.17	(14,152.83)	43.39%	2,558.88
	Street Lighting (Electric And Maint.)		0.00		0.00			0.00
261			(8,000.00)	(8,000.00)	8,264.12	264.12	103.30%	1,124.75
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

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)	638.55	(19,361.45)	3.19%	47.34
		Repair And Maintenance Grounds And Ground	0.00		0.00			0.00
266			(14,000.00)	(14,000.00)	407.08	(13,592.92)	2.91%	24.17
		Repair And Maintenance Buildings	0.00		0.00			0.00
268			(5,000.00)	(5,000.00)	4,929.41	(70.59)	98.59%	0.00
		Repair And Maintenance Roads And Streets	0.00		0.00			0.00
269			(12,000.00)	(12,000.00)	1,000.00	(11,000.00)	8.33%	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)	0.00	(300.00)	0.00%	0.00
		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)	177.42	(2,522.58)	6.57%	40.09
		Operating Supplies	0.00		0.00			0.00
326			(3,000.00)	(3,000.00)	1,714.58	(1,285.42)	57.15%	231.28
		Clothing And Uniforms	0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	4,767.64	(10,232.36)	31.78%	681.17
		Fuel Charges	0.00		0.00			0.00
334			(2,000.00)	(2,000.00)	31.95	(1,968.05)	1.60%	21.95
		Tires, Tubes And Etc.	0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	993.94	(6.06)	99.39%	(38.41)
		Consumable Tools	0.00		0.00			0.00
342			(600.00)	(600.00)	577.61	(22.39)	96.27%	0.00
		Sign Parts And Supplies	0.00		0.00			0.00
471			(5,000.00)	(5,000.00)	2,390.50	(2,609.50)	47.81%	764.00
		Asphalt And Asphalt Filler	0.00		0.00			0.00
900			(122,000.00)	(122,000.00)	0.00	(122,000.00)	0.00%	0.00
		Capital Outlay	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
940			(14,000.00)	(14,000.00)	156,696.58	142,696.58	1119.26%	1,788.44
		Machinery And Equipment	0.00		0.00			0.00
44400		Recreation						
110			0.00	0.00	4,107.97	4,107.97	No Budget	390.70
		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%	29.88
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
147			(195.00)	(195.00)	12.32	(182.68)	6.32%	1.17
		Unemployment Insurance	0.00		0.00			0.00
237			0.00	0.00	78.46	78.46	No Budget	78.46
		Advertising	0.00		0.00			0.00
241			(650.00)	(650.00)	208.16	(441.84)	32.02%	44.00
		Electric	0.00		0.00			0.00
242			(3,500.00)	(3,500.00)	3,079.57	(420.43)	87.99%	423.38
		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)	586.34	(1,613.66)	26.65%	103.70
		Small Items Of Equipment	0.00		0.00			0.00
320			0.00	0.00	4,059.87	4,059.87	No Budget	0.00
		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)	953.41	(1,046.59)	47.67%	0.00
		Other Oper. Supplies	0.00		0.00			0.00
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

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(150,000.00)	(150,000.00)	8,121.68	(141,878.32)	5.41%	0.00
	Capital Outlay		0.00		0.00			0.00
44800	Libraries							
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)	16,125.00	(16,125.00)	50.00%	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00
45100	Conservation Of Natural Resources							
269			(200.00)	(200.00)	284.66	84.66	142.33%	0.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
320			(3,300.00)	(3,300.00)	0.00	(3,300.00)	0.00%	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
45160	Other Natural Resources							
241			(1,000.00)	(1,000.00)	257.75	(742.25)	25.78%	62.99
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	409.85	(590.15)	40.99%	81.97
	Water		0.00		0.00			0.00
329			(6,000.00)	(6,000.00)	788.92	(5,211.08)	13.15%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
47100	Economic Development Administration							
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)	0.00	(3,000.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
900			(5,400.00)	(5,400.00)	0.00	(5,400.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **110**

Monthly Comparative: 41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
Total For Fund:	110		(2,363,671.00)	(2,363,671.00)	1,204,888.70	(1,158,782.30)	50.98 %	209,337.81
			0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **121**

Monthly Comparative:

41.67%

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

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **123**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
45100		Conservation Of Natural Resources						
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)	1,713.00	713.00	171.30%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
259			0.00	0.00	2,675.00	2,675.00	No Budget	0.00
		Other Professional Services	0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	571.25	(928.75)	38.08%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
265			(13,500.00)	(13,500.00)	5,717.29	(7,782.71)	42.35%	2,244.74
		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 Contractural 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)	192.50	(157.50)	55.00%	0.00
		Fuel Charges	0.00		0.00			0.00
342			(400.00)	(400.00)	0.00	(400.00)	0.00%	0.00
		Sign Parts And Supplies	0.00		0.00			0.00
551			(1,670.00)	(1,670.00)	1,052.00	(618.00)	62.99%	0.00
		Trustee Fees	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **123**

Monthly Comparative:

41.67%

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)	4,900.00	(31,600.00)	13.42%	0.00
	Capital Outlay		0.00		0.00			0.00
51600 Operating Transfers Out								
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
Total For Fund: 123			(122,408.00)	(122,408.00)	22,806.41	(99,601.59)	18.63 %	2,244.74
			0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **128**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43230 Solid Waste Collection								
248			(47,500.00)	(47,500.00)	20,578.42	(26,921.58)	43.32%	4,231.28
	Recycle/Residential Contract		0.00		0.00			0.00
249			(75,500.00)	(75,500.00)	32,943.88	(42,556.12)	43.63%	6,732.36
	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)	14,603.79	(17,896.21)	44.93%	3,044.26
	Commercial Refuse		0.00		0.00			0.00
Total For Fund: 128			(155,500.00)	(155,500.00)	68,126.09	(87,373.91)	43.81 %	14,007.90
			0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
52113		Purification						
110			(69,777.00)	(69,777.00)	23,156.50	(46,620.50)	33.19%	5,845.64
	Personnel		0.00		0.00			0.00
112			(3,800.00)	(3,800.00)	2,000.00	(1,800.00)	52.63%	400.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	18,992.50	9,372.50	197.43%	3,178.30
	Part-Time Personnel		0.00		0.00			0.00
134			(217.00)	(217.00)	0.00	(217.00)	0.00%	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)	3,330.41	(3,181.59)	51.14%	711.80
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(34,539.00)	(34,539.00)	6,961.94	(27,577.06)	20.16%	1,263.06
	Hospital And Health Insurance		0.00		0.00			0.00
143			(2,627.00)	(2,627.00)	868.00	(1,759.00)	33.04%	217.36
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	236.77	(263.23)	47.35%	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)	13,407.38	(27,092.62)	33.10%	3,239.58
	Electric		0.00		0.00			0.00
244			(6,000.00)	(6,000.00)	721.71	(5,278.29)	12.03%	663.71
	Gas		0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	2,183.95	(3,816.05)	36.40%	1,111.35
	Telephone And Other Communications		0.00		0.00			0.00
260			(15,000.00)	(15,000.00)	507.50	(14,492.50)	3.38%	0.00
	Repair And Maintenance Services		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

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)	5,131.18	2,631.18	205.25%	782.80
	Operating Supplies		0.00		0.00			0.00
322			(15,000.00)	(15,000.00)	9,637.18	(5,362.82)	64.25%	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 Anaylsis		0.00		0.00			0.00
900			(41,000.00)	(41,000.00)	5,983.50	(35,016.50)	14.59%	5,983.50
	Capital Outlay		0.00		0.00			0.00
52114	Transmission And Distribution							
110			(37,980.00)	(37,980.00)	10,986.04	(26,993.96)	28.93%	2,804.80
	Personnel		0.00		0.00			0.00
112			(4,600.00)	(4,600.00)	1,843.85	(2,756.15)	40.08%	200.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	4,141.03	(5,478.97)	43.05%	616.40
	Part-Time Personnel		0.00		0.00			0.00
134			(108.00)	(108.00)	0.00	(108.00)	0.00%	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)	1,296.21	(2,820.79)	31.48%	277.02
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(22,334.00)	(22,334.00)	279.98	(22,054.02)	1.25%	0.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			(1,538.00)	(1,538.00)	94.97	(1,443.03)	6.17%	0.00
	Retirement - Current		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

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)	4,212.35	3,212.35	421.24%	13.99
		Repair And Maintenance Services	0.00		0.00			0.00
291			(240.00)	(240.00)	355.00	115.00	147.92%	0.00
		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	150.00
		Other Oper. Supplies	0.00		0.00			0.00
331			(9,000.00)	(9,000.00)	3,955.95	(5,044.05)	43.96%	965.58
		Fuel Charges	0.00		0.00			0.00
332			(3,000.00)	(3,000.00)	1,469.83	(1,530.17)	48.99%	514.62
		Motor Vehicle Parts	0.00		0.00			0.00
338			(26,000.00)	(26,000.00)	13,767.33	(12,232.67)	52.95%	1,557.61
		Repair Parts For Water Or Sewer Lines, Meters,	0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	199.05	(800.95)	19.91%	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%	2,307.27
		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
52211		Sewer Collection (Lines)						
110			(19,118.00)	(19,118.00)	5,067.40	(14,050.60)	26.51%	1,559.20
		Personnel	0.00		0.00			0.00
112			(6,600.00)	(6,600.00)	0.00	(6,600.00)	0.00%	0.00
		Over-Time Personnel	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

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)	3,825.20	(5,794.80)	39.76%	598.30
		Part-Time Personnel	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)	676.01	(2,084.99)	24.48%	162.89
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(11,513.00)	(11,513.00)	1,690.05	(9,822.95)	14.68%	676.02
		Hospital And Health Insurance	0.00		0.00			0.00
143			(921.00)	(921.00)	0.00	(921.00)	0.00%	0.00
		Retirement - Current	0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
241			(1,300.00)	(1,300.00)	428.38	(871.62)	32.95%	93.95
		Electric	0.00		0.00			0.00
260			(7,500.00)	(7,500.00)	6,840.97	(659.03)	91.21%	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%	80.00
		Operating Supplies	0.00		0.00			0.00
900			(10,000.00)	(10,000.00)	13,217.00	3,217.00	132.17%	332.09
		Capital Outlay	0.00		0.00			0.00
934			(815,140.00)	(815,140.00)	7,000.00	(808,140.00)	0.86%	0.00
		Drainage, Water Supply And Storage, Sewage	0.00		0.00			0.00
52213		Sewer Treatment And Disposal						
110			(64,597.00)	(64,597.00)	32,450.88	(32,146.12)	50.24%	6,528.20
		Personnel	0.00		0.00			0.00
112			(6,100.00)	(6,100.00)	1,361.76	(4,738.24)	22.32%	200.00
		Over-Time Personnel	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
134			(2,008.00)	(2,008.00)	0.00	(2,008.00)	0.00%	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)	2,558.77	(3,118.23)	45.07%	508.17
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	9,685.45	(8,041.55)	54.64%	2,141.88
		Hospital And Health Insurance	0.00		0.00			0.00
143			(4,319.00)	(4,319.00)	1,665.64	(2,653.36)	38.57%	300.84
		Retirement - Current	0.00		0.00			0.00
148			(500.00)	(500.00)	800.00	300.00	160.00%	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)	14,690.87	(20,309.13)	41.97%	2,201.02
		Electric	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	1,580.49	(3,419.51)	31.61%	207.93
		Telephone And Other Communications	0.00		0.00			0.00
260			(16,500.00)	(16,500.00)	13,493.70	(3,006.30)	81.78%	0.00
		Repair And Maintenance Services	0.00		0.00			0.00
295			(15,000.00)	(15,000.00)	5,205.45	(9,794.55)	34.70%	1,668.34
		Landfill Services	0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	2,316.74	(7,683.26)	23.17%	605.33
		Operating Supplies	0.00		0.00			0.00
322			(21,000.00)	(21,000.00)	7,407.18	(13,592.82)	35.27%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
326			(5,000.00)	(5,000.00)	2,511.25	(2,488.75)	50.23%	499.78
		Clothing And Uniforms	0.00		0.00			0.00
329			0.00	0.00	259.23	259.23	No Budget	80.81
		Other Oper. Supplies	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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
52316 Customer Accounting & Collection								
211			(6,000.00)	(6,000.00)	2,228.40	(3,771.60)	37.14%	91.50
		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%	1,730.00
		Data Processing Services	0.00		0.00			0.00
52317 Administrative & General Expenses								
110			(99,999.00)	(99,999.00)	46,631.80	(53,367.20)	46.63%	7,307.70
		Personnel	0.00		0.00			0.00
111			(9,000.00)	(9,000.00)	2,538.36	(6,461.64)	28.20%	461.52
		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)	0.00	(217.00)	0.00%	0.00
		Christmas Bonus	0.00		0.00			0.00
137			(6,000.00)	(6,000.00)	6,000.00	0.00	100.00%	3,000.00
		Certification Bonus	0.00		0.00			0.00
141			(8,566.00)	(8,566.00)	4,251.72	(4,314.28)	49.63%	819.51
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	8,353.98	(9,373.02)	47.13%	1,465.86
		Hospital And Health Insurance	0.00		0.00			0.00
143			(6,597.00)	(6,597.00)	2,762.24	(3,834.76)	41.87%	441.36
		Retirement - Current	0.00		0.00			0.00
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

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
147			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
220			(1,250.00)	(1,250.00)	1,556.61	306.61	124.53%	724.09
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
235			(3,000.00)	(3,000.00)	925.84	(2,074.16)	30.86%	925.84
		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)	36,993.10	(51,281.90)	41.91%	7,356.32
		Professional Services	0.00		0.00			0.00
252			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
		Legal Services	0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	7,000.00	(6,000.00)	53.85%	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)	1,908.98	(591.02)	76.36%	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)	831.18	(1,168.82)	41.56%	230.16
		Bank Service Charges	0.00		0.00			0.00
734			0.00	0.00	56.09	56.09	No Budget	56.09
		Customer Reimbursement	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
November 2023

Fund : **413**

Monthly Comparative:

41.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
948			(3,000.00)	(3,000.00)	2,242.65	(757.35)	74.76%	624.90
	Computer Equipment		0.00		0.00			0.00
52523 Depreciation								
540			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
	Depreciation		0.00		0.00			0.00
Total For Fund: 413			(1,963,105.00)	(1,963,105.00)	487,037.06	(1,476,067.94)	24.81 %	76,483.99
			0.00		0.00			0.00

General Fund Budget Balance Report

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 ADJ Totals	2020-21 ADJ Totals	2021-22 ADJ Actual	2022-23 Jul Actual	2022-23 Aug Actual	2022-23 Sep Actual	2022-23 Oct Actual	2022-23 Nov Actual	2022-23 ADJ Actual	2023-24 Budgeted	2023-24 Jul Actual	2023-24 Aug Actual	2023-24 Sep Actual	2023-24 Oct Actual	2023-24 Nov Actual	2022-23 Actual	
Revenues	\$ 1,201,840	\$ 1,264,879	\$ 1,284,472	\$ 1,466,131	\$ 1,827,438	\$ 1,939,410	\$ 135,691	\$ 613,897	\$ 219,222	\$ 115,042	\$ 310,714	\$ 1,944,496	\$ 1,998,700	\$ 151,286	\$ 615,366	\$ 208,002	\$ 131,663	\$ 84,504	\$ 1,190,821	59.6%
Expenses																				
<i>General Government</i>	\$ 239,919	\$ 239,392	\$ 235,501	\$ 273,423	\$ 281,555	\$ 298,842	\$ 31,663	\$ 32,926	\$ 37,597	\$ 35,777	\$ 37,122	\$ 474,205	\$ 732,550	\$ 71,750	\$ 59,227	\$ 105,526	\$ 69,266	\$ 53,835	\$ 359,604	49.1%
<i>Police</i>	\$ 498,266	\$ 494,320	\$ 477,309	\$ 507,317	\$ 487,500	\$ 529,446	\$ 64,189	\$ 51,598	\$ 48,328	\$ 34,721	\$ 35,243	\$ 580,704	\$ 929,199	\$ 117,242	\$ 71,913	\$ 85,974	\$ 56,239	\$ 120,063	\$ 451,431	48.6%
<i>Fire</i>	\$ 45,966	\$ 25,467	\$ 36,458	\$ 38,986	\$ 26,301	\$ 37,514	\$ 1,117	\$ 2,174	\$ 1,554	\$ 9,079	\$ 69	\$ 60,316	\$ 145,600	\$ 5,017	\$ 3,782	\$ 79	\$ 25,694	\$ 4,052	\$ 38,624	26.5%
<i>Public Works</i>	\$ 294,140	\$ 350,749	\$ 297,893	\$ 392,034	\$ 602,037	\$ 311,520	\$ 248,244	\$ 29,808	\$ 41,660	\$ 60,820	\$ 30,236	\$ 603,971	\$ 675,879	\$ 26,267	\$ 192,602	\$ 35,162	\$ 29,514	\$ 29,003	\$ 312,548	46.2%
<i>Parks & Recreation</i>	\$ 15,228	\$ 25,208	\$ 15,999	\$ 5,629	\$ 13,917	\$ 20,121	\$ 7,392	\$ 2,436	\$ 728	\$ 457	\$ 1,449	\$ 31,725	\$ 173,842	\$ 5,011	\$ 5,987	\$ 544	\$ 9,258	\$ 1,071	\$ 21,871	12.6%
<i>Library & Archives</i>	\$ 32,246	\$ 32,246	\$ 32,246	\$ 32,246	\$ 32,246	\$ 32,246	\$ 8,062	\$ -	\$ -	\$ 8,061	\$ -	\$ 32,252	\$ 33,200	\$ 8,063	\$ -	\$ -	\$ 9,585	\$ -	\$ 17,648	53.2%
<i>Conservation of NR - Landscaping</i>	\$ 1,900	\$ 2,586	\$ 2,091	\$ 678	\$ 1,595	\$ 3,180	\$ 651	\$ 52	\$ -	\$ -	\$ 24	\$ 5,716	\$ 3,500	\$ -	\$ 37	\$ -	\$ 248	\$ -	\$ 285	8.1%
<i>Other NR - Animal Shelter</i>	\$ 6,465	\$ 7,580	\$ 12,810	\$ 4,566	\$ 5,195	\$ 5,742	\$ 120	\$ 1,871	\$ 1,309	\$ 134	\$ 1,250	\$ 6,927	\$ 8,000	\$ 425	\$ 187	\$ 180	\$ 520	\$ 145	\$ 1,457	18.2%
<i>Community Development</i>	\$ 14,782	\$ 12,291	\$ 7,157	\$ -	\$ 5,000	\$ 5,608	\$ 188	\$ 250	\$ -	\$ -	\$ -	\$ 6,019	\$ 14,900	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ 250	1.7%
Total Expenses	\$ 1,148,912	\$ 1,189,839	\$ 1,117,464	\$ 1,254,879	\$ 1,455,346	\$ 1,244,219	\$ 361,626	\$ 121,115	\$ 131,176	\$ 149,049	\$ 105,393	\$ 1,801,835	\$ 2,716,671	\$ 234,025	\$ 333,735	\$ 227,465	\$ 200,324	\$ 208,169	\$ 1,203,718	44.3%
<i>Transfers & Miscellaneous</i>	\$ 19,144	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Balance	\$ 33,784	\$ 75,040	\$ 167,008	\$ 211,252	\$ 372,092	\$ 695,191	\$ (225,935)	\$ 492,782	\$ 88,046	\$ (34,007)	\$ 205,321	\$ 142,661	\$ (717,971)	\$ (82,739)	\$ 281,631	\$ (19,463)	\$ (68,661)	\$ (123,665)	\$ (12,897)	
Beginning Fund Balance	\$ 386,171	\$ 419,955	\$ 494,995	\$ 662,003	\$ 873,255	\$ 1,189,192	\$ 1,884,383	\$ 1,658,448	\$ 2,151,230	\$ 2,239,276	\$ 2,205,269	\$ 1,884,383	\$ 2,027,044	\$ 2,027,044	\$ 1,944,305	\$ 2,225,936	\$ 2,206,473	\$ 2,137,812	\$ 2,027,044	
Ending Fund Balance	\$ 419,955	\$ 494,995	\$ 662,003	\$ 873,255	\$ 1,189,192	\$ 1,884,383	\$ 1,658,448	\$ 2,151,230	\$ 2,239,276	\$ 2,205,269	\$ 2,410,590	\$ 2,027,044	\$ 1,309,073	\$ 1,944,305	\$ 2,225,936	\$ 2,206,473	\$ 2,137,812	\$ 2,014,147	\$ 2,014,147	
Capital Outlays													\$ 869,400	\$ 50,575	\$ 155,339	\$ 25,204	\$ 13,673	\$ 37,023	\$ 281,814	32.4%
														\$ (32,164)	\$ 436,970	\$ 5,741	\$ (54,988)	\$ (86,642)		

State Street Aid Fund Balance Report

	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	
	Actual	Actual	Actual	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Actual	
Revenues	\$ 45,399	\$ 54,014	\$ 57,035	\$ 57,638	\$ 53,195	\$ 57,023	\$ 61,919	\$ 61,919	\$ 55,900	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 4,700	\$ 26,783	47.9%
Expenses	\$ 6,500	\$ 2,919	\$ 63,523	\$ -	\$ -	\$ 148,710	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Balance	\$ 38,899	\$ 51,095	\$ (6,488)	\$ 57,638	\$ 53,195	\$ (91,687)	\$ 61,919	\$ 61,919	\$ (94,100)	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 4,700	\$ 26,783	
Beginning Fund Balance	\$ 93,438	\$ 132,337	\$ 183,432	\$ 176,944	\$ 234,582	\$ 287,777	\$ 196,090	\$ 221,529	\$ 258,009	\$ 258,009	\$ 262,904	\$ 267,507	\$ 272,961	\$ 279,308	\$ 258,009	
Ending Fund Balance	\$ 132,337	\$ 183,432	\$ 176,944	\$ 234,582	\$ 287,777	\$ 196,090	\$ 258,009	\$ 283,448	\$ 163,909	\$ 262,904	\$ 267,507	\$ 272,961	\$ 279,308	\$ 284,008	\$ 284,792	

Watershed Fund Balance Report

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 ADJ Totals	2020-21 ADJ Totals	2021-22 ADJ Actual	2022-23 Jul Actual	2022-23 Aug Actual	2022-23 Sep Actual	2022-23 Oct Actual	2022-23 Nov Actual	2022-23 ADJ Actual	2023-24 Budget	2022-23 Jul Actual	2022-23 Aug Actual	2022-23 Sep Actual	2022-23 Oct Actual	2022-23 Nov Actual	2022-23 Actual	
Revenues	\$ 87,455	\$ 75,055	\$ 73,816	\$ 69,188	\$ 76,585	\$ 74,189	\$ 20,552	\$ 21,136	\$ 8,793	\$ 7,661	\$ 8,717	\$ 95,225	\$ 91,820	\$ 24,834	\$ 17,010	\$ 8,089	\$ 12,715	\$ 9,925	\$ 72,573	79.0%
Expenses	\$ 76,179	\$ 91,030	\$ 58,880	\$ 45,929	\$ 29,701	\$ 60,548	\$ 4,233	\$ 5,100	\$ 420	\$ 76	\$ -	\$ 61,352	\$ 122,408	\$ 7,754	\$ 9,005	\$ 1,145	\$ 2,658	\$ 2,245	\$ 22,807	18.6%
Balance	\$ 11,276	\$ (15,975)	\$ 14,936	\$ 23,259	\$ 46,884	\$ 13,641	\$ 16,319	\$ 16,036	\$ 8,373	\$ 7,585	\$ 8,717	\$ 33,873	\$ (30,588)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 49,766	
Transfer to Special Projects													\$ 5,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance after Transfer													\$ (36,488)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 49,766	
Beginning Fund Balance	\$ 168,384	\$ 179,660	\$ 163,685	\$ 178,621	\$ 201,880	\$ 248,764	\$ 262,405	\$ 278,724	\$ 294,760	\$ 303,133	\$ 310,718	\$ 262,405	\$ 296,278	\$ 296,278	\$ 313,358	\$ 321,363	\$ 328,307	\$ 338,364	\$ 296,278	
Ending Fund Balance	\$ 179,660	\$ 163,685	\$ 178,621	\$ 201,880	\$ 248,764	\$ 262,405	\$ 278,724	\$ 294,760	\$ 303,133	\$ 310,718	\$ 319,435	\$ 296,278	\$ 259,790	\$ 313,358	\$ 321,363	\$ 328,307	\$ 338,364	\$ 346,044	\$ 346,044	
Capital Outlays													\$ 36,500	\$ -	\$ 4,900	\$ -	\$ -	\$ -	\$ 4,900	13.4%

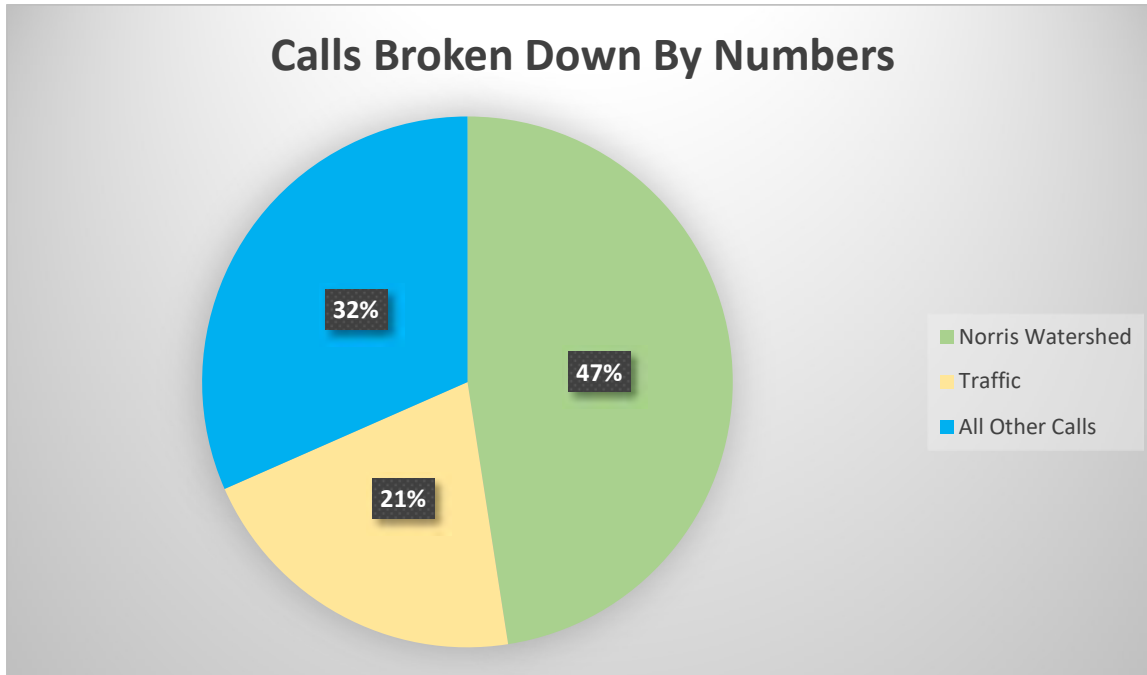
Solid Waste Fund Balance Report

	2016-17 Actual	2017-18 Actual	2018-19 Actual	2019-20 ADJ Totals	2020-21 ADJ Totals	2021-22 ADJ Actual	2022-23 Jul Actual	2022-23 Aug Actual	2022-23 Sep Actual	2022-23 Oct Actual	2022-23 Nov Actual	2022-23 ADJ Actual	2023-24 Budget	2022-23 Jul Actual	2022-23 Aug Actual	2022-23 Sep Actual	2022-23 Oct Actual	2022-23 Nov Actual	2022-23 Actual	
Revenues	\$ 125,906	\$ 126,015	\$ 127,783	\$ 132,040	\$ 137,997	\$ 138,817	\$ 12,578	\$ 11,723	\$ 11,792	\$ 11,963	\$ 12,245	\$ 125,653	\$ 157,572	\$ 11,606	\$ 13,288	\$ 13,055	\$ 13,840	\$ 12,471	\$ 64,260	40.8%
Expenses	\$ 110,947	\$ 120,847	\$ 126,446	\$ 127,502	\$ 122,540	\$ 146,737	\$ 12,237	\$ 13,030	\$ 13,273	\$ 13,091	\$ 12,927	\$ 156,019	\$ 155,500	\$ 12,815	\$ 13,372	\$ 14,091	\$ 13,841	\$ 14,007	\$ 68,126	43.8%
Balance	\$ 14,959	\$ 5,168	\$ 1,337	\$ 4,538	\$ 15,457	\$ (7,920)	\$ 341	\$ (1,307)	\$ (1,481)	\$ (1,128)	\$ (682)	\$ (30,366)	\$ 2,072	\$ (1,209)	\$ (84)	\$ (1,036)	\$ (1)	\$ (1,536)	\$ (3,866)	
Beginning Fund Balance	\$ 17,376	\$ 32,335	\$ 37,503	\$ 38,840	\$ 43,378	\$ 58,835	\$ 50,915	\$ 51,256	\$ 49,949	\$ 48,468	\$ 47,340	\$ 50,915	\$ 20,549	\$ 20,549	\$ 19,340	\$ 19,256	\$ 18,220	\$ 18,219	\$ 20,549	
Ending Fund Balance	\$ 32,335	\$ 37,503	\$ 38,840	\$ 43,378	\$ 58,835	\$ 50,915	\$ 51,256	\$ 49,949	\$ 48,468	\$ 47,340	\$ 46,658	\$ 20,549	\$ 22,621	\$ 19,340	\$ 19,256	\$ 18,220	\$ 18,219	\$ 16,683	\$ 16,683	

Water Works Fund Balance Report

		2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24
		Actual	Actual	Actual	ADJ Totals	ADJ Totals	ADJ Actual	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Actual	
Revenues																					
	<i>Water Billing</i>	\$ 381,232	\$ 388,739	\$ 378,048	\$ 455,106	\$ 507,434	\$ 484,052	\$ 43,590	\$ 42,108	\$ 84,721	\$ -	\$ 47,314	\$ 521,523	\$ 529,000	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 48,391	\$ 242,420	45.8%
	<i>Sewer Billing</i>	\$ 367,719	\$ 395,322	\$ 398,576	\$ 420,373	\$ 418,523	\$ 425,397	\$ 35,096	\$ 34,115	\$ 78,329	\$ -	\$ 44,393	\$ 493,633	\$ 510,700	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 43,714	\$ 220,466	43.2%
	<i>Water Works Charges</i>	\$ 227,286	\$ 119,471	\$ 47,681	\$ 46,446	\$ 43,576	\$ 53,837	\$ 425	\$ 240	\$ 3,040	\$ -	\$ 3,425	\$ 22,569	\$ 1,660,043	\$ 6,162	\$ 744	\$ 1,926	\$ 6,823	\$ 4,755	\$ 20,410	1.2%
	<i>Interest Income</i>	\$ -	\$ -	\$ 2	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Revenues		\$ 976,237	\$ 903,532	\$ 824,307	\$ 921,925	\$ 969,533	\$ 963,286	\$ 79,111	\$ 76,463	\$ 166,090	\$ -	\$ 95,132	\$ 1,037,725	\$ 2,699,743	\$ 96,876	\$ 91,409	\$ 99,448	\$ 98,703	\$ 96,860	\$ 483,296	17.9%
Expenses																					
	<i>Admin & General</i>	\$ 243,235	\$ 256,466	\$ 245,752	\$ 254,371	\$ 245,123	\$ 186,711	\$ 40,726	\$ 22,379	\$ 46,361	\$ 16,075	\$ 23,378	\$ 276,417	\$ 299,645	\$ 24,468	\$ 24,948	\$ 26,691	\$ 61,765	\$ 23,252	\$ 161,124	53.8%
	<i>Customer Billing</i>	\$ 12,485	\$ 10,132	\$ 10,028	\$ 13,996	\$ 11,335	\$ 12,849	\$ -	\$ 5,547	\$ 241	\$ -	\$ 1,730	\$ 16,453	\$ 20,000	\$ 14,765	\$ 2,383	\$ -	\$ -	\$ 1,821	\$ 18,969	94.8%
	<i>Wastewater Treatment & Disposal</i>	\$ 150,560	\$ 154,273	\$ 171,334	\$ 172,800	\$ 175,163	\$ 154,499	\$ 24,087	\$ 20,364	\$ 12,795	\$ 16,916	\$ 17,201	\$ 196,258	\$ 213,928	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 14,941	\$ 113,074	52.9%
	<i>Wastewater Collection</i>	\$ 27,289	\$ 40,072	\$ 31,649	\$ 29,325	\$ 34,139	\$ 177,102	\$ 4,371	\$ 1,445	\$ 1,783	\$ 3,023	\$ 4,132	\$ 50,248	\$ 886,962	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 3,502	\$ 39,404	4.4%
	<i>Water Transmission & Distribution</i>	\$ 62,172	\$ 91,786	\$ 79,648	\$ 61,579	\$ 95,431	\$ 108,268	\$ 4,891	\$ 4,301	\$ 7,197	\$ 9,856	\$ 5,942	\$ 59,283	\$ 184,037	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 9,033	\$ 60,807	33.0%
	<i>Water Purification</i>	\$ 106,751	\$ 106,384	\$ 118,451	\$ 111,894	\$ 108,789	\$ 122,416	\$ 23,277	\$ 13,652	\$ 16,653	\$ 16,398	\$ 15,229	\$ 213,445	\$ 302,532	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 23,397	\$ 93,120	30.8%
Total Expenses		\$ 602,492	\$ 659,113	\$ 656,862	\$ 643,965	\$ 669,980	\$ 761,845	\$ 97,352	\$ 67,688	\$ 85,030	\$ 62,268	\$ 67,612	\$ 812,104	\$ 1,907,104	\$ 79,067	\$ 112,611	\$ 85,992	\$ 132,882	\$ 75,946	\$ 486,498	25.5%
Balance		\$ 373,745	\$ 244,419	\$ 167,445	\$ 277,960	\$ 299,553	\$ 201,441	\$ (18,241)	\$ 8,775	\$ 81,060	\$ (62,268)	\$ 27,520	\$ 225,621	\$ 792,639	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,914	\$ (3,202)	
Depreciation		\$ 90,000	\$ 94,008	\$ 95,000	\$ 98,000	\$ 104,004	\$ 107,316	\$ 9,080	\$ -	\$ 5,264	\$ 300	\$ -	\$ 32,374	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Available Flow		\$ 283,745	\$ 150,411	\$ 72,445	\$ 179,960	\$ 195,549	\$ 94,125	\$ (27,321)	\$ 8,775	\$ 75,796	\$ (62,568)	\$ 27,520	\$ 193,247	\$ 692,639	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,914	\$ (3,202)	
Beginning Fund Balance		\$ 221,657	\$ 505,402	\$ 655,813	\$ 728,258	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,170,571	\$ 1,179,346	\$ 1,255,142	\$ 1,192,574	\$ 1,197,892	\$ 1,391,139	\$ 1,391,139	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,391,139	
Ending Fund Balance		\$ 505,402	\$ 655,813	\$ 728,258	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,170,571	\$ 1,179,346	\$ 1,255,142	\$ 1,192,574	\$ 1,220,094	\$ 1,391,139	\$ 2,083,778	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,937	\$ 1,387,937	
Capital Outlays													\$ 972,140	\$ 625	\$ 23,635	\$ 9,511	\$ 16,706	\$ 9,250	\$ 59,727	6.1%	

To: Adam Ledford, City Manager
 From: Mike Poole, Chief
 Subject: November Monthly Report
 Date: December 6th, 2023



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:

911 Hangup	1	Investigation by Officer	8
Abandoned Vehicle	1	Motor Vehicle Accidents	5
Alarm – Burglar / Fire	6	Noise Complaint	1
Animal Complaint	7	Open Door / Gate	3
BOLO	1	Public Assist	4
Case Follow Up Investigations	8	Suspicious Person-vehicle-Activity	11
Child Custody Issue	1	Threats	1
Civil Matter	1	Traffic Enforcement	45
Disabled Vehicle	3	Traffic Complaint-Control-Hazard	9
Domestic Problem-Standby	1	Traffic Stops	19
EDP / Suicidal Person	4	Trespassing	3
E.M.S. Assist / Lift Assist	17	Watershed Patrol/property checks	138
Firearms Complaint	1	Welfare Check	1
Fraud Investigations	3	Missing Adult	1
Harassment	1	Contact or Locate Subject	1
Illegal Parking	1		

In the month of November, the Norris Police Department had documented a total of 607 Calls for service. Of the 607 Total entries, 161 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 116 Patrols and 23 property checks in and through the Norris Watershed. An additional 7 calls for service were answered. This accounted for a total of 146 calls for service and 41.48 Total hours spent in or on the Norris Watershed.
- The Norris Rifle Range annual membership ended September at 621, which is up 2 permits from last year (2022-2023).
- The Norris Police Department has received our new digital radios which were purchased through the Violent Crimes Grant. We are now able to better communicate with area agencies. All radios have been assigned and are currently in use.
- With the bid closing for the Side by Side, we hope to make that purchase in the upcoming weeks.
- Overall, November was an uneventful month. We had no major incidents and now look forward to Christmas and the New Years Holidays.

Mike Poole
Chief of Police



November Monthly Fire Report

To: City Manager

From: Rick Roach (Fire Chief)

Date: 11/30/2023

The Norris Fire Department was called upon regarding several requests for mutual aid from area fire departments, as well as, lift assists from the Anderson County Ambulance Service.

November proved itself to be a month of Wildland fires that scorched several hundred acres in our area. The Norris Fire Department was called for mutual aid on several Wildland fires throughout the month. The public has been notified through different means of media that the fire season is October 15 thru May 15 of each year. Until weather conditions change for the positive, outdoor burning will be accessed on a daily basis.

The fire department is proud of their new fire fighters who completed their basic firefighting courses and are now scheduled to finish with a Live Burn practical for their certification. The 6-month training journey has been challenging but rewarding.

The Norris Firefighters continue to collect new and unwrapped toys for their annual Fire Santa event on December 9th. However, the donations this year, thus far, have proved to be much less than previous years. The annual event is one the firefighters look forward to because of the interactions with the kids and the smiles they offer.

Rick Roach
Norris Fire Chief

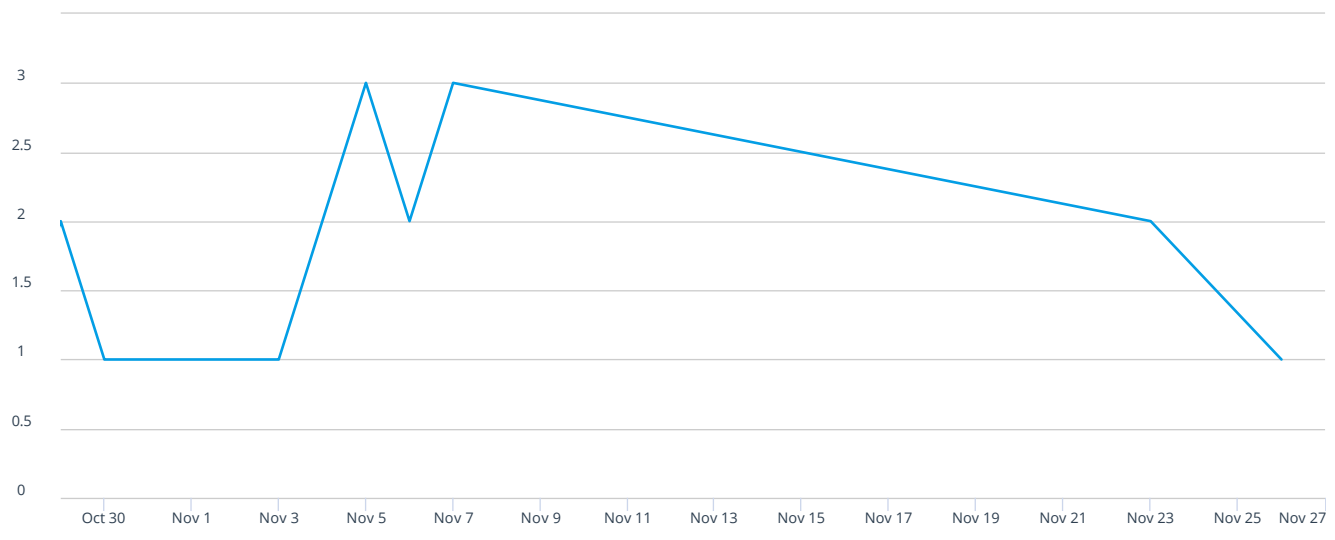
Custom ▾ Oct 29, 2023 - Nov 27, 2023 ▾

42%
FIRE
 Percentage of Total Incidents

58%
EMS
 Percentage of Total Incidents

19
INCIDENTS
 In Selected Time Slice

30
DAYS
 In Selected Time Slice



Counts | % Rows | % Columns | % All

Week Ending	10/29/23	11/5/23	11/12/23	11/19/23	11/26/23	12/3/23	12/10/23	12/17/23	12/24/23	12/31/23	1/7/24	1/14/24	1/21/24	Total
Station 1	2	9	5		3									19
Total	2	9	5		3									19

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: November 20, 2023

RE: Superintendent Report

1. **Water Pumped MG/Sold/% loss**—See attached
Sold to ACWA: Alley-709,000/Alley Road-366,000/Res.1,353,500- each location
2. **Water Budget**-see financial reports thru 2023

Rainfall October 2023 -1.02_”-YTD-40.07:”(55.05 YTD AVG)5.8” behind) Source ok presently-RAIN would be OK...

3. **Operations Building:** clean
- 4 . **WWTP-Non-Compliance-VIOLATIONS**—(NO VIOLATIONS)- In the month of October 2023

- a. -Reports-Monthly to TDEC-(3 monthly-12 hours)
- b. Dailey Inspections (84 points to inspect) and Operations
 - i. Recorded Dailey on Log Book and Computer
 - ii. Dailey Testing performed
- c. **WWTP-Training**-Adam Roberson-continuing
- d. **Press Sludge**-__5_ times this month.
- e. **Supernatant**- _2___ times
- f. **Pumped Aeration to Digester**-_11___times mth
 - Tons of sludge hauled-
 - Rain:- .86 ” at STP
 - Ferm Zone-Dailey mixing/logging
 - Ground Maintenance-every two weeks
 - Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection) Twice

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-__1__ this month-Requires 6 hours each BW. (coating)
 - i. -Xan Ridenour-is training in the operations of the WTP/Distribution System
- f. Ground Maintenance -every two weeks

6. Distribution System:

- a. -Read Meters/Rereads-4 day
- b. b.-Bact Samples-Collected 2-regular -1-repair sample
- c. c.-Spring – checked 4 times this month
 - a. Ground Maintenance
- d. -Service Calls- for the month of October 2023 __64__Qty
- e. Meters-changed 3
- f. Meter box lids-replaced three
- g. 105 Reservoir Road-repaired 1” service line leaking
- h. 92 Orchard Road-NEW Fire Hydrant replaced-COMPLETED
- i. 92 Orchard Road-repaired 4” cast iron pipe leaking
- j. 154 Oak Road-replaced meter yoke valve
- k. Pine Road-replaced stone ditch-from previous water leak
- l. Water Valves Inspection-XR/AR-identifying and inspecting (Starting)
- m. Dressed Up areas from NWC digging: raked, seeded and strawed
Dairy Pond/Dale Road/Orchard Road

7. Flushing Program: NWC Team flushed -Orchard Road, Oak Road-Pine Road -

8. Sewer Collection System:

- Sewer Stoppages __3__Qty

-LIFTSTATION #1-Hickory Trail-Pulled #1 Pump out and replaced check valve and gasket-reinstalled pump



NORRIS WATER COMMISSION MEETING MINUTES
November 20, 2023

Members Present: Loretta Painter, Will Grinder, Bill Grieve, Mayor Chris Mitchell

Absent: Charles Nicholson

Secretary/Treasurer: Charles A. Ledford

Water Superintendent: Tony Wilkerson

Quorum Met

I. **Call to Order:** The meeting was called to order by Will Grinder at 6:00 pm.

II. **Approval of the Agenda:**

Hear the Public: Debra Sellars returned for reconsideration of her request for an adjustment on a utility bill related to abnormal usage. The request directed at an adjustment to her sanitary sewer bill. The commission discussed if the request meets the standards for previous adjustments for altering just the sewer portion based on use.

A motion was made by Will Grinder **to adjust the sanitary sewer portion of the bill by refunding 50% (fifty) percent of usage.**

The motion failed for lack of a second.

No further action was taken.

III. **Minutes**

1. **October 16, 2023 NWC Minutes**

A motion was made by Bill Grieve and seconded by Loretta Painter **to approve the October 16, 2023 meeting minutes.**

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

Yes: Will Grinder, Loretta Painter, Bill Grieve, Mayor Chris Mitchell

A motion **to reconsider the minutes** was made by Loretta Painter and seconded by Bill Grieve.

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

Yes: Will Grinder, Loretta Painter, Bill Grieve, Mayor Chris Mitchell

A **motion to correct language related to the Benny Carden Memorial and approve the October 16, 2023 meeting minutes** was made by Loretta Painter and seconded by Bill Grieve.

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

Yes: Will Grinder, Loretta Painter, Bill Grieve, Mayor Chris Mitchell

IV. **Old Business**

1. **Benny Carden Memorial**
No update was reported.

2. **WTP/Telemetry**
Superintendent Wilkerson reported on a malfunctioning transducer. Its replacement, at the vendor's cost, will allow for the wireless SCADA system to go live.
3. **WWTP/Grants Update**
Superintendent Wilkerson a new employee was training at the facility and things were going well at the plant. Loretta Painter had questions related to schedule associated with the corrective action plan. The superintendent and city manager expressed that some of the schedule may be influenced by the regional study. Mayor Mitchell expressed an interest to incorporate internal cost into the grant funding.
4. **Water Distribution**
Superintendent Wilkerson reported that he is incorporating new staff in the process of addressing leaks. City Manager Ledford reported on the utility's efforts to replace the water line in Oak Road Park. The cost to be paid by the general fund.
5. **Collection System**
Superintendent Wilkerson reported lift station #1 had a check value issue. It was replaced and working correctly again.
6. **Cross Connection**
Superintendent Wilkerson shared 3 on the system were still to be tested to complete the annual program.
7. **Galvanized Pipe Project**
Superintendent Wilkerson reported that work continues, 43 locations have been inspected to date.
8. **SB845 New TN Board of Utility Regulation**
Mayor Mitchell has invited a member of the state utility regulatory board to attend the December meeting. The focus of her visit will be to discuss what triggers state review of financial status and how the process works if you are required to provide a report before the board. Negative net income was an example of a potential situation NWC may face in the next few years.

A motion was made by Mayor Chris Mitchell and seconded by Loretta Painter **to authorize \$100 for Candace Vannasdale's travel expenses.**

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

Yes: Will Grinder, Loretta Painter, Bill Grieve, Mayor Chris Mitchell

Superintendent Wilkerson reported back on discussions with representatives from the State related to depreciation.

9. **Review of Policies and Procedures (Bill Adjustments, Disconnections, Bad Debt, Deposits, Service Connection Fees, Penalty Distribution)**
City Manager Ledford lead a review of policies planned for codification, presented an updated version after further conversation with Superintendent Wilkerson and Commissioner Nicholson.

A motion was made by Mayor Chris Mitchell and seconded by Loretta Painter **to propose Ordinance 664 be to city council** as follows:

18-125. Test Fire Hydrants.

While the city will take responsible precautions, the city reserves the right to use or test fire hydrants without liability for any damage claims resulting

from water discoloration, erosion, or chemical or other change that might be caused by such practice.

18-126. Leak Adjustment Policy.

Whenever the Norris Water Department detects a meter that has an unusually high reading the department will conduct an investigation within five (5) working days to determine if the meter was misread. The Norris Water Department will then notify the customer either in person or currently provided forms of communication informing them of a possible leak.

- (1) When the Norris Water Department receives a complaint of excessive billing, the department will first determine if the meter was misread.
- (2) If the meter was misread, the City Manager or Waterworks Superintendent may adjust the customer's bill based on an average water and sanitary sewer bill of the last six months in which no leak was recorded.
- (3) If the City Manager or Waterworks Superintendent finds no grounds for a misread adjustment, an adjustment may be made under the following conditions:
 - A. Adjustments:
 1. The customer completes an application for adjustment.
 2. An excessive bill must be at least twice the last six months' average.
 3. An excessive bill may be adjusted only twice in any twelve-month period.
 4. Customer provides proof that the leak has been permanently repaired, and submits a written statement describing the repair.
 5. When approved, the water portion of the bill will be adjusted to indicate bulk rate usage for any usage beyond the average of the last six months or minimum bill usage, whichever is greater. Bulk rate is determined by the Norris City Council as part of the Water Rate Ordinance.
 6. The customer will not pay a late charge if the adjustment procedure delays payment past the penalty date.
 7. A customer may apply for additional adjustment for sanitary sewer only if:
 - i. All the requirements of Section A, 1-6 are satisfied and the City Manager or Waterworks Superintendent was able to reasonably determine the excessive water did not discharge into the sanitary sewer system. For the purposes of this determination, it is the burden of the customer to provide sufficient evidence.

The sanitary sewer bill will be adjusted to reflect an amount consistent with the average of the last six months in which no leak was recorded or a minimum bill, whichever is greater.

8. For purposes of complying with section A, a leak is defined as unanticipated water usage due to failure of the lateral service line beyond the water meter or the customer's plumbing extensions under or into the structures beyond the main lateral service line. No bulk rate adjustment will be made for non-leak activities. Examples of non-leak activities include, but are not limited to: malfunctioning or leaking commodes; busted water hoses; pressure washing; car washing; malfunctioning or leaking faucets; malfunctioning equipment or appliances; water for lawns, gardens, pools, and hot tubs; etc.

Ordinance 633, An Ordinance to Adopt a Fee Schedule for the Norris Municipal Code, Title 18, Utilities and Services, Schedule of Charges for Water and Sewer Service is hereby amended as follows:

Bulk Rates

Water Bulk Rate - \$2.52 per 1,000 gallons

Sewer Bulk Rate - \$2.52 per 1,000 gallons

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

Yes: Will Grinder, Loretta Painter, Bill Grieve, Mayor Chris Mitchell

10. **Wastewater Regionalization Study**

Mayor Mitchell reminded those in attendance that the grant towards this solution was awarded. He further offered to continue to serve as lead contact on this project.

11. **Commission Training Requirements**

Mayor Mitchell shared that the state utility regulatory board member will address this issue again.

12. **Reservoir Hill – Fence Quote**

Water Superintendent Wilkerson presented a quote to fence and gate the water tank.

A motion was made by Loretta Painter and seconded by Bill Grieve **to approve \$12,500 of fencing to be installed at the water tank following the purchasing policy.**

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

Yes: Will Grinder, Loretta Painter, Bill Grieve, Mayor Chris Mitchell

13. **List of Sites – Fire Hydrant/Trees**

Water Superintendent Wilkerson presented a list of trees offering risk to water lines and hydrants. The list will now be presented to tree commission to review and give their feedback before proceeding. Loretta Painter requested City Manager Ledford review the ordinances that pertain to tree planting.

14. **Equipment Update – Mini Excavator/Jetter/Skid Steer**

No new update was provided.

V. **New Business**

1. **Norris STP – Stream Study Report**

Water Superintendent Wilkerson notified the board that no unusual findings were reported as part of the report.

2. **Vehicle – 2005 Chevy**

Water Superintendent Wilkerson reported that a damaged vehicle was turned over to the insurance company since the cost to repair outweighed the value. The need for a small replacement was suggested to support meter reading.

VI. **Reports**

1. **Superintendent Report:** The report is herein attached as part of these minutes.

2. **October Financial Report:** The report is herein attached as part of these minutes.

3. **October Unaccounted-for Water Report:** The report is herein attached as part of these minutes.

VII. **Adjournment: 7:18 p.m.,** Motion by Bill Grieve and seconded by Loretta Painter to adjourn, All: AYE

**CITY OF NORRIS
DEPARTMENT OF PUBLIC WORKS
MONTHLY REPORT
November Year 2023**

Community building Maint.	32
Public Works Building Maint.	17
Public Safety Building Maint.	0
McNeeley Building Maint.	9
Lions Pavilion & Gazebo	3
Equip. & Vehicle Maintenance	10
Watershed, Rifle Range, Trash & Litter	61
Street and Roads	50.5
Mowing	0
Sidewalks	4
Leaf Collection	250
Brush Pickup, Pruning, Mulching, Tree Work	45.5
Drainage (Gutter/Basins) Maintenance	15
Eric Harold Park	1
Oak Road Park	4
Ridgeway Park	1
Town Clean Up/ garbage, Litter in Town	37
Animal control	18.5
Signs repair and replace	1
Tree Commission	0
Volunteer Fire Dept.	0
Overtime	0
Administration Work	6

Loads	
24	Leaves
9	Brush
0	Chips

City Ordinance Department

Permits Issued	
Inspections (Number)	
Ordinance Dept Hours	

Vehicle Report	Current Mileage	Miles for the Month
2017 Chev	60090	429
2013 Chev	54489	252
2000 Ford	n/a	
2005 Dump Truck	56743	67
2022 Kenworth	2773	159

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) Christmas lights installed on streets

2 Community Building

- a) Weekly cleaning and set ups
- b) Leafs blown off yard
- c)

3 McNeeley Municipal Building

- a) Weekly cleaning
- b) Leafs picked up

4 Lion's Pavilion and Gazebo

- a) Trash in trash cans picked up weekly
- b) Winterized pavilion

5 Vehicles and Equipment

- a) Monthly checklist performed

6 Public Works Building

- a) Weekly cleaning
- b) leafs removed

7 Public Safety Building

- a)

7 Drainage

- a) Cleaned as needed
- b) Picked up leafs

8 Streets / Sidewalks / Right of Ways

- a) Leaf pick up
- b) Patched asphalt cuts for Water Dept.

9 Parks

- a) Monthly checklist performed
- b) Blew leafs
- c) Removed Shelter at Oak Park

10 Watershed

- a) Opened Gates for hunt and installed Closed Signs
- b) Closed Rifle Range for hunts
- c) Removed all signs and closed Watershed gates after hunt
Rifle Range
 - 1) 11/4 2 boards replaced
 - 2) 11/18 2 boards replaced

11 Brush Dump

- 1)

12 Animal Control

- a) Animals fed in the morning daily and walked if needed
- b) 1 dog adopted 1 dog owner picked up
- c) 2 cats in shelter 1 adopted

13 Comments:

Resource Management Report
11 November 2023

I met with Andrea Ludwig (UT Extension) and Seth Whitehouse (Anderson County Extension) at Clear Creek to look at the shoreline. We talked about several options to help the area. Andrea was going to talk to some people in North Carolina that are doing similar work and see if they had some suggestions. I'm looking forward to hearing back from her. I am meeting with Josh Frazer (TDEC) on Thursday morning to look at it the area.

I'm working on the timber sale announcement. I had Rick Sluss (F&W Forestry), forestry consultant, come out last week to look at the area. He does lots of timber sales and has been working here for over 25 years. Rick was impressed with the burn results and the quantity and quality of the timber. But the problem he sees is the composition of the timber. Red Oaks make up about 50% of the volume (76.7 MBF). MBF is thousand board feet. Red oak is not in demand now and he thinks it will be hard to sell or won't bring much money. White oak and chestnut oak are the valuable trees and they only make up 27% of the volume (43.5 MBF). Prime red oak is bringing \$600/MBF, white oak \$1200, and chestnut oak \$1500. Yellow poplar (30 MBF) brings \$550. There is no pulpwood market. I don't think revenue is the most important aspect of the sale; regenerating oaks is the priority. We have always put timber sales out for bid and gotten a good price. I was hoping to get this sold soon so white oak could be planted, but that doesn't seem feasible. There is apparently a scarcity of loggers and they are cutting the valuable trees. Logging costs are near \$300/MBF. We have always required payment in full at the contract signing (within 10 days of the bid opening) when it is sold and given 1 or 2 years to cut. This lump sum payment knocks out small loggers. If we could require payment of 25% at signing and then require payment when 50%, 75%, etc. of the timber is cut that would probably get more interest. I would like the contract length to be 1 year so we can get white oaks planted in 2025. We tallied the volume of timber in the clearcut area but don't have a volume estimate for the trees in the shelterwood. I am going to see if some UT students will come out and take some sample points to get an estimate for that area for the sale. If I can't get help, I will go out and take points. I did talk to Wesley Wilkerson, and he would like to look at the area. He would be a good choice because they are a small operation and know the watershed well. In the private world timber sales without a consultant are most often sold on a percentage basis; loggers cut the trees and take them to the mill and keep the sales tickets and then give the landowner a percentage of the proceeds. This can be good and bad. The logger must be a trusted contractor because if only a couple of loads are not tallied for the seller, that can be a lot of money lost. And loggers sometimes don't take all of the merchantable logs to the mill because of lower value. The percentage varies from 50-50 to 40-60 (seller getting the 40). This depends on the quality (value) of sawtimber, ease of access, and distance from the log yard or mill. I am attaching the final timber talley for the clearcut area, and sale map.

I will be putting together information on roadwork to get quotes from contractors on the Boundary re-route and other road sections that need regrading and dip work.

I still have creation of a wildlife opening on this years workplan. Currently we have 9.5 acres (4 openings) that are managed by control burning and bush hogging. These are high quality grasslands with forbs and briers. There are 9 other openings from 0.3 to 2.1 acres in size totaling 7.7 acres that are in various states of openness and value. The 1-acre opening on Boundary has reverted to shortleaf pine, which is good. (I do want to start burning this one soon). If you use the total of all (17.2 acres) that

gives a percentage 0.7% of the watershed area in openings. Most resource managers recommend 3-8 percent for optimum wildlife habitat. We had set out to get closer to this number. There are not many farm fields near most of the watershed. I think the board needs to decide if this is a serious goal. These openings provide needed habitat diversity for wildlife.

I would like to recommend burning more forest this year. Currently we have 50 acres in the workplan. There seems to be more oak mortality in general in the watershed and it would be good to start preparing more areas for harvest. It may take years to suppress and knock back the species that hamper oak regeneration (red maple, beech, sourwood, blackgum, etc.). If we can get more areas prepared for burns by building fire breaks and have a schedule for burns, it would benefit the forest in the long term. I am going to get out and map some areas for burns and will present that to the board. I talked to TDF and will sit down with them this winter to plan a strategy and look at how many acres they can handle. This would also require a budget amendment.

Norris Animal Shelter Commission

November 15, 2023

Current ASC Members: Lee Borgers (4/2024), Maggie Sheehy (6/2024), Hannah Lawson (1/2026), Tracy Haley (10/2024), Debbie Grinder (4/2025), Leesa Campbell (10/2026)

Members present: Lee Borgers, Maggie Sheehy, Hannah Lawson, Tracy Haley, Debbie Grinder, Leesa Campbell

Public Present: none

Meeting called to order at 7:01 pm

Hear the public: none

Approval of minutes: Tracy moved to accept as written, Debbie seconded. Motion passed.

Shelter Report: *Maggie*

Cats:

Nora and Jelly Bean- a woman was supposed to come to adopt them but canceled because of illness.

Queen Honey Bee- adopted and doing very well

Cricket- now in Oak Ridge, doing really well, they love her

Found cat- public works brought a cat to the shelter, it's owner came from Rocky Top within the hour, returned to owner.

Dogs:

Little Bit- adopted by foster, they had considered returning but the family would've been broken hearted so they adopted.

Eddie- and Australian shepherd, seen around town several times, reclaimed monday

Ranger- adopted and "living the life", so happy. His new owner and kids adore him, take him to the dog park and lots of walkies. Chews a bit but adjusting well.

Monty- most recent dog in, possible mountain steiff, not housebroken at all, pees everywhere! Does walk on a leash well, probably a hunting dog. Underweight and very hungry. Picked up at the brewery.

Penny- Lindsay reported to Tracy that Animal Control has checked on the owner a couple times. There are currently dogs in residence but they seem to be cared for adequately. They are planning to continue their monitoring of the situation.

Financial Report: We have received \$420 in donations and contributions this month. Year to date, our donations are \$4,050. We have paid out \$395 in veterinary costs, etc. Information about our perpetual account is still unavailable.

Old Business:

Winter Festival- Tracy is going to set up at 9 am on December 9th. She is going to wrap several boxes to look like Christmas presents, Lee will do some too. Tracy made a sheet to keep track of people's names/addresses/phone numbers. The photographer is making a Drop box online for people to retrieve their photos. Maggie has a canopy that has been loaned to us for the day if we need it. Tracy has a multi outlet and a table to use. Our location is to the right of the pavilion, possibly can use side of pavilion as the back drop. Hannah has a few fun hats for the dogs to wear and will bring them and the tshirt box, money box, donation jar, and banner to Tracy's house. Hannah will also contact Lindsay to get something in the paper.

New Business:

Ordinance change to correctly allow donations- Leesa reported that at the latest council meeting MTAS said our current ordinances do not properly allow for donations. The city manager is going to write new ordinances to address this problem.

Downside of dog parks- Tracy brought and informative handout about the dangers of dog parks.

December meeting- we will not have a December meeting. Our next meeting will be January 15th, 2024.

Commission meeting adjourned at 7:51 pm

Respectfully submitted, Hannah Lawson

Norris Little Theatre Board Meeting

November 9, 2023

Members Present:

May Boardman
Loretta Painter
Marlene Kibler
Vicki Smith
Cynthia Wyse

Guests Present:

Ann Lesar – Norris Historical Society

The August Norris Little Theatre (NLT) meeting was called to order by Chair Marlene Kiber at 7:00 p.m.

- A motion was made by Loretta and seconded by Vicki to approve the October meeting minutes as read. Motion carried.
- Ann Lesar gave us an update on the banner being made for the play. It will be ready tomorrow. She also discussed advertisement for play auditions and general publicity.
- Martin had texted us a draft flyer to be handed out during Winterfest. After some discussion, Marlene said she would get back with Martin regarding our suggestions for the flyer.
- Ann also discussed ticket price (\$20 for a performance and \$40 to include a meal). They will need to sell 600 tickets to break even. \$1,250 is due to the museum on February 12, and the \$1,250 balance is due March 12.
- There was a discussion about a sound system for the play, including dates we would need it. Marlene will clarify with Martin, along with audition dates.
- Since we have not hired a Stage Manager, Vicki offered to contact David Alley at UT to see if he had some contacts who may be able to help us.
- There will be a workshop on November 30.
- The next NLT meeting will be Thursday, December 14, at 7:00 p.m.
- Vicki made a motion, seconded by May, to adjourn the meeting at 8:30 p.m. Motion carried. Meeting adjourned.

Submitted by May Boardman

November 2023

MINUTES
NORRIS PLANNING COMMISSION PUBLIC HEARING
NORRIS SUBDIVISION REGULATIONS
November 6, 2023
5 p.m.

Don Barger, 79 Dairy Pond, Norris TN

Mr. Barger questioned the intent of the amendment as it pertains to FAR zoning. Mr. Whited commented that the Resolution does not change the required frontage for properties zoned Forest, Agriculture Recreation (FAR).

Ann Lesar, 103 Orchard Road, Norris TN

Verified that Service Drives are not eligible to serve as minimum road frontage when subdividing property.

Public Hearing closed at 5:40

MINUTES
NORRIS PLANNING COMMISSION
November 6, 2023

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

Members Absent: Bob Sain

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

Call to Order: Joe Feeman: Chairman, called the meeting to order at 6:00 pm.

I. Minutes – October 2, 2023

Mr. Munro made a motion to approve the Minutes of the October 2, 2023, Planning Commission meeting as presented. Mr. Carberry seconded the motion, all present voted aye. Mayor Mitchel abstained. Motion carried.

II. Business Items

Adoption of Amendments to the Norris Subdivision Regulations

Commission members discussed the final draft of Amendments. Following discussion. Mr. Mitchel made a motion to approve Amendments to the

Subdivision Regulations as presented and discussed in the scheduled Public Hearing, seconded by Mr. Munro. All present voted aye. Motion carried.

1. New Business

Commission members discussed a training schedule to be addressed during 2024. Zoning amendments will be considered during the new year with the priority to be language regarding the Board of Zoning Appeals (BZA).

Adjournment:

Mr. Munro made a motion to adjourn the Planning Commission meeting at 7:30, seconded by Ms. Johnson. All present voted aye. Motion carried.

Alex Munro, Secretary

Date

**ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION
EXECUTIVE COMMITTEE MEETING MINUTES
August 16, 2023**

The Anderson County Economic Development Association Executive Committee met on August 16, 2023, at the ACEDA office. Those attending were Greg Fay, Leonard Abbatiello, Scott Burton, Terry Frank, and Roger Houck.

Meeting minutes from June 21, 2023. Motion made by Leonard Abbatiello and seconded by Scott Burton. Previous meeting minutes approved.

After reviewing the Full Board Agenda, Guest Speaker Hancen Sale will move to the top of the agenda.

President Andy Wallace reviewed a “Executive Committee – What you need to know” report to the group.

Industrial Property ACEDA continues to work to expand or grow our existing industrial parks. This would be our best option with the least amount of time to the market. I am in contact with a group that has property adjacent to one of our parks and I continue to keep an open dialogue with them.

A new industrial park – A location has been identified, but it is not without its challenges. I have discussed with a third party about helping with the initial conversation.

First Quality Dr, David Jones Industrial Park – Prebid meeting went well with twelve individuals representing five companies were present. Bid Day did not go so well, zero bids submitted. SM&E contacted the bidders and is restructuring the bid parameters.

Finances

ACEDA ended the year at \$11,805 under the projected expenses.

Current Checking	\$208,630.07	less Project \$182,630
Current CD	\$136,143.05 @ 4.16%	
Cash from Project	\$ 26,000.00	

Current CD rates

8 month	5.00%
1 month	0.01%
Money Market	2.00% - 3.50% (6 withdrawals per month)

Numbers

\$100,000	Recommendation move to Money Market Account
\$86,630	Balance in checking
\$64,125	Remittance 1 st quarter (AC, Clinton, Oak Ridge, CUB)
\$48,500	One quarter of expenses
\$98,755	Estimated balance in checking (not including \$26,000 “cash from project”)

Attendance Contacted all Executive Committee members by phone or email prior to sending out the meeting notification. Visited the offices of Norris, Oliver Springs, and Rocky Top to personally invite the mayors or their representatives to the meeting.

Called, emailed, and/or texted Full Board members to remind them of the meeting.

Set up sandwiches, wraps, chips, cookies, and drinks for the members. Cost \$250.

Economic Impact Study

I would like Board approval to investigate have the study updated by UT. The last studies were completed in 1997 & 1998.

Mayor Terry Frank made motion, and second by Leonard Abbatiello to research CD and Money Market Rates, confirm with Chairman Greg Fay and proceed to transfer checking account funds to higher yield accounts.

Adjournment: Chairman Greg Fay adjourned meeting.

Greg Fay
Board Chairman - ACEDA

ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION
BOARD OF DIRECTOR'S MEETING Minutes
August 16, 2023

The Anderson County Economic Development Association Board of Directors met on August 16, 2023, in the Board Room of the ACEDA offices. Those attending were:

ANDERSON COUNTY: Leonard Abbatiello, Terry Frank, Bear Stephenson, Tim Isbel, Zach Farrar, Ashely Sexton

CLINTON: Scott Burton, Robert Baird, Roger Houch

CLINTON UTILITIES BOARD: Greg Fay

OAK RIDGE: George Cleveland

ROCKY TOP:

OLIVER SPRING: Jason Stilner, Cory Jenkins

PCUD:

NORRIS:

ACEDA: James "Andy" Wallace

AC Chamber:

Chairman Greg Fay called the meeting to order.

APPROVAL OF PREVIOUS MINUTES: Leonard Abbatiello made a motion to approve the minutes from the June 21, 2023, ACEDA Board of Director's Meeting Terry Frank seconded the motion. The motion passed.

FINANCIAL REPORT/Budget Approval: Scott Burton made a motion to approve the financial as presented, Bear Stephenson seconded the motion. The motion passed.

President will start looking at options to move money from ACEDA's checking account to a CD and/or Money Market.

President's Report

PROSPECT ACTIVITY

Office space in the TA-162 building is in negotiations.

Building 110 (Mlily) has an interested party.

Delta Apparel building is listed 202X300 61K sqft production w/ 7K office. We (ACEDA, TNECD, TVA) are collaborating with a company located in New York.

Food Lion Drivers building 102K sqft.

EXISTING INDUSTRY

Grand Steel was purchased by a Michigan steel company (Barnett) and is looking to expand (Production Components). Working with TNECD and R J Corman Railroad.

Working with 3M, Aisin, SL TN, Magna, PowderCote II, Boys & Girls Club, and the City of Clinton on a solution for Childcare.

Jobs are available in every Industrial Park.

OTHER ACTIVITIES

- Meeting with BCA Environmental
- Meeting with Mike MaGill
- Chamber meetings
- Aisin site visit with Senator Hagerty & staff
- Site visit with Heritage Cabinets
- Phone conversation with BSH Regional Director Aaron Bakos
- Bid Opening for First Quality Dr Project
- Grand Steel Meeting with TNECD
- Meeting with Joesph Construction
- GEON site visit
- PCUD Coffee – Anderson County/Campbell County Chamber of Commerce
- The new Website is under development design is set and working on content.
- ETEDA Advisory Committee meeting
- Economic Alignment – Oak Ridge
- Kairos Power Supply & Procurement Meet & Greet
- Industrial HR Meeting
- Community Service – Serve Day

NEW BUSINESS

- A. 2023 ACEDA Meeting Schedule
4th QTR November 15th, 2023 @ 6:00
- B. David Jones Project Update
- C. ACEDA Investments
- D. Economic Impact Study

Old Business

- A. SEUS Conference
- B. Website

OPEN DISCUSSION – Moved to the top of the agenda.

- A. Hancen Sale – Governmental Affairs and Policy Director
East Tennessee REALORS®
- B. Q & A

ADJOURNMENT

With no other business to discuss Chairman Greg Fay asked for a motion to adjourn. Motion was made by Scott Burton and was second by Leonard Abbatiello.

Greg Fay
Board Chairman ACEDA

ANDERSON COUNTY SR-9 US-25W

PIN: 124128.00

BRIDGE OVER BULL RUN CREEK, LM 16.10 (IA)

Length - 0.1 (Bridge Replacement)

The Preliminary Engineering (PE-Design) is underway.

ANDERSON COUNTY SR-9 US-25W

PIN: 132352.00

(US-25W, CLINCH AVENUE), FROM NEAR CARDEN FARM DRIVE TO NEAR YARNELL ROAD (ASPIRE PARK SUPPORT PROJECT)~

Length - 0.8 (Bicycles and Pedestrian Facility)

Development of Project has not started.

ANDERSON COUNTY SR-61

PIN: 124125.00

BRIDGE OVER BRUSHY CREEK, LM 3.98 (IA)

Length - 0.0 (Bridge Replacement)

The Right-of-Way and/or Utility process is underway.

ANDERSON COUNTY SR-170

PIN: 124121.00

FROM SR-62 (OAK RIDGE HIGHWAY) TO SR-9 (US-25W, CLINTON HIGHWAY) (IA)

Length - 6.2 (Location and Environmental Study)

The Preliminary Engineering (PE-Design) is underway.

ANDERSON COUNTY SR-170

PIN: 124121.01

FROM SR-62 (OAK RIDGE HIGHWAY) TO NEAR MELTON LAKE DRIVE (IA)~

Length - 2.6 (Reconstruction)

The Preliminary Engineering (PE-Design) is underway.

ANDERSON COUNTY SR-170

PIN: 124121.02

FROM NEAR MELTON LAKE DRIVE TO SR-9 (US-25W, CLINTON HIGHWAY) (IA)

Length - 3.6 (Reconstruction)

The Preliminary Engineering (PE-Design) is underway.

ANDERSON COUNTY

PIN: 125450.04

VARIOUS LOCAL ROADS IN ANDERSON COUNTY (LOCAL ROADS SAFETY INITIATIVE)

(Miscellaneous Safety Improvements)

A contract for construction is scheduled to be let in the 1st Quarter Calendar Year 2024.

ANDERSON COUNTY Old State Circle

PIN: 124113.00

OLD STATE CIRCLE, BRIDGE OVER BULL RUN CREEK, LM 0.39 (IA)~

Length - 0.1 (Bridge Replacement)

The Preliminary Engineering (PE-Design) is underway.



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
Project Status

11/20/2023

ANDERSON COUNTY SIA

PIN: 128962.00

STATE INDUSTRIAL ACCESS SERVING NORRIS INDUSTRIAL PARK
Length - 0.3 (Construction-New)
The Right-of-Way and/or Utility process is underway.

KNOX - ANDERSON COUNTIES I-75

PIN: 124453.00

FROM NEAR MM 109.6 TO NEAR SR-61 (EXIT 122) (IA)~
Length - 13.5 (Intelligent Transportation System)
The Environmental Document is Complete



STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION
Project Status

11/20/2023

ANDERSON COUNTY SR-9 US-25W

PIN: 130386.00

FROM INDUSTRIAL PARK ROAD TO NEAR LONGMIRE ROAD (RESURFACE & SAFETY) LENGTH - 7.290

CONTRACT NO: CNW187
 LET TO CONTRACT: 5/13/2022
 CONTRACTOR: ROGERS GROUP, INC.
 BID PRICE: \$1,401,697.38
 EST COMPLETION DATE: NOVEMBER, 2023

ANDERSON COUNTY SR-95

PIN: 130413.00

FROM NEAR SR-62 TO NEAR SR-61 (RESURFACE & SAFETY) LENGTH - 5.470

CONTRACT NO: CNX207
 LET TO CONTRACT: 6/2/2023
 CONTRACTOR: ROGERS GROUP, INC.
 BID PRICE: \$3,098,543.10
 EST COMPLETION DATE: NOVEMBER, 2023

ANDERSON COUNTY SR-9 US-25W

PIN: 127108.00

FROM NEAR LONGMIRE ROAD TO NEAR LYNNWOOD STREET (RESURFACE & SAFETY) LENGTH - 2.960

CONTRACT NO: CNX209
 LET TO CONTRACT: 6/2/2023
 CONTRACTOR: ROGERS GROUP, INC.
 BID PRICE: \$1,061,272.20
 EST COMPLETION DATE: NOVEMBER, 2023

ANDERSON COUNTY SR-330

PIN: 130433.00

FROM ROANE COUNTY LINE TO SR-116 (RESURFACING) LENGTH - 8.760

CONTRACT NO: CNX253
 LET TO CONTRACT: 6/23/2023
 CONTRACTOR: ROGERS GROUP, INC.
 BID PRICE: \$1,439,864.60
 EST COMPLETION DATE: NOVEMBER, 2023

ANDERSON COUNTY SR-9 US-25W

PIN: 083910.01

BRIDGE OVER CLINCH RIVER IN CLINTON, LM 10.71 (BRIDGE REPLACEMENT) LENGTH - 0.200

CONTRACT NO: CNS234
 LET TO CONTRACT: 8/17/2018
 CONTRACTOR: CHARLES BLALOCK & SONS, INC.
 BID PRICE: \$27,735,269.71
 EST COMPLETION DATE: DECEMBER, 2023



**STATE OF TENNESSEE
DEPARTMENT OF TRANSPORTATION**

11/20/2023

Project Status

KNOX - ANDERSON - ROANE - MONROE - CLAIBORNE - SEVIER COUNTIES SR

PIN: 132284.02

ADA CURB RAMP UPGRADES ON VARIOUS ROUTES IN DISTRICT 18 & 19 (SAFETY) LENGTH - 15.400

CONTRACT NO: CNW296
LET TO CONTRACT: 8/19/2022
CONTRACTOR: WHALEY CONSTRUCTION, LLC
BID PRICE: \$1,078,489.00
EST COMPLETION DATE: NOVEMBER, 2023