



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

Agenda

- I. Call to Order**
- II. Agenda Approval**
- III. Hear the Public**
- IV. Minutes/Notes**
 - a. Consideration of Approving June 10, 2024 Regular Meeting Minutes
 - b. Consideration of Approving June 10, 2024 Public Hearing Minutes
- V. Continuing Business**
 - a. Update on Safe Routes to Schools Project
 - b. Update on SIA Sawmill Road Project
 - c. Update on Facilities Condition
 - d. Capital Outlay Note – Utility
- VI. New Business**
 - a. Consideration of Resolution #18-2024, entitled, “A Resolution of the City of Norris, Tennessee City Council to Approve the 2024 Anderson County Basic Emergency Operations Plan”
 - b. Consideration of Ordinance #690-2024, entitled, “AN ORDINANCE TO AMEND THE ZONING MAP BY REZONING A PORTION OF PARCEL 031 083.00 FROM FAR: FOREST, AGRICULTURE, AND RECREATION AND P-1: PROFESSIONAL AND CIVIC DISTRICT TO C-2: GENERAL COMMERCIAL DISTRICT.”
 - c. Review of SWOT survey for City of Norris Strategic Plan
 - d. Consideration of Mayoral Appointments to Boards and Commissions
- VII. Department Reports**
 - a. City Manager
 - b. Police
 - c. Fire
 - d. Water & Sewer
 - e. Public Works
 - f. Parks & Recreation
- VIII. Bills Payable**
- IX. Minutes and Reports**
 - a. Recreation Commission
 - b. Watershed Board
 - c. Tree Commission
 - d. Animal Shelter Commission
 - e. Community Development Board
 - f. Little Theatre
 - g. Planning/BZA
 - h. Archives Board
- X. Adjourn**

**Norris City Council
Regular Meeting**

**June 10, 2024
6:00 p.m.**

Minutes

The regular meeting of the City Council of Norris Tennessee convened June 10, 2024 at 6:00 pm.

The following Councilmembers were present: Bill Grieve, Will Grinder, Mayor Chris Mitchell, and Loretta Painter. Councilmember Chuck Nicholson arrived late due to attending the Anderson County School Board meeting.

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

No changes

HEAR FROM THE PUBLIC

May Boardman, resident, expressed her appreciation to the community for the support of the “sold out” 75th Anniversary Historic Bus Tour which will take place Saturday, June 15, 2024.

Ron Hill, resident, expressed his appreciation to Kerry Hevel, Public Works Director and staff for their quick response on fixing the sidewalk he reported at the May council meeting.

George Miceli, resident, reported the 75th Anniversary Commemorative Book has been restocked and will be sold on Friday, June 14, 2024 at the Commons, and Saturday, June 15, 2024 at the post office.

Joe Deatherage, resident, wanted to inform everyone that the Real ID is required when voting next year.

MINUTES

APPROVAL OF THE MAY 13, 2024 REGULAR MEETING MINUTES

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

APPROVAL OF THE MAY 13, 2024 PUBLIC HEARING MINUTES

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

APPROVAL OF THE MAY 20, 2024 BEER PERMIT BOARD MINUTES

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

ITEMS MOVED UP FROM NEW BUSINESS

CONSIDERATION OF RESOLUTION #16-2024, ENTITLED, “A RESOLUTION APPROVING A COMMUNICATION IN RESPONSE TO THE CITY OF NORRIS AND NORRIS WATER COMMISSION DIRECTOR’S ORDER PURSUANT TO THE CORRECTIVE ACTION PLAN.”

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

CONSIDERATION OF RESOLUTION #17-2024, ENTITLED, “A RESOLUTION APPROVING AN AMENDMENT TO THE AGREEMENT BETWEEN THE CITY OF NORRIS AND CANNON & CANNON

INC FOR ENGINEERING SERVICES OF THE Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project.”

Councilmember Painter moved 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.”

OLD BUSINESS

SAFE ROUTES TO SCHOOL

Councilmember Nicholson attended the Anderson County School Board workshop prior to the council meeting. During the session, he sought approval to relocate the new sidewalk closer to the school, away from the trees, a request which granted their support. Councilmember Nicholson and Mr. Whited will collaborate on formulating an informal proposal, slated to be presented at the next council meeting. Kerry Hevel expressed willingness to aid in dismantling the existing sidewalk and proving top soil to fill the void left by its removal.

SIA SAWMILL ROAD PROJECT

No new updates

Update on Facilities Condition – Setting a Facilities Meeting - A meeting will be scheduled sometime in August, 2024.

Capital Outlay Note

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

SECOND READING OR ORDINANCE #687, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO MAKE TEXTUAL AMENDMENTS TO VARIOUS ORDINANCES TO PROPERLY MAKE THEM AMENDMENTS TO THE NORRIS MUNICIPAL ZONING ORDINANCE”

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

SECOND READING OF ORDINANCE #688, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025”

Councilmember Grinder moved to approve the ordinance with an additional \$10,000.00 for the Creamery Park and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

NEW BUSINESS

CONSIDERATION OF RESOLUTION #14-2024, ENTITLED, “A RESOLUTION OF THE CITY OF NORRIS, TENNESSEE CITY COUNCIL TO DECLARE CERTAIN PROPERTY OWNED BY THE CITY TO BE SURPLUS TO THE CITY’S NEEDS AND DIRECTING DISPOSAL OF SAME”

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

CONSIDERATION OF RESOLUTION #15-2024, ENTITLED, “A RESOLUTION OF THE CITY OF NORRIS, TENNESSEE CITY COUNCIL TO ESTABLISH A CITY OF NORRIS SOCIAL MEDIA POLICY”

Councilmember Nicholson moved to approve the resolution by removing #11 of the document and Councilmember Painter seconded. The motion passed 3 to 2 by voice vote with Councilmembers Grinder, Nicholson and Mayor Mitchell voting “Aye.” Councilmembers Grieve and Painter voting “Nay.”

CONSIDERATION OF MAYORAL APPOINTMENTS TO BOARDS AND COMMISSIONS – Mayor Mitchell nominated Sandy Pfeiler to the Archives Board and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

Mayor Mitchell motioned to extend Tommy Mariner's position on the Anderson County Library Board and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting "Aye."

DEPARTMENT AND COMMISSIONS REPORTS

CITY MANAGER'S REPORT – A copy of the report as presented is attached as "Exhibit A"

POLICE DEPARTMENT – A copy of the report as presented is attached as "Exhibit B"

FIRE DEPARTMENT – A copy of the report as presented is attached as "Exhibit C"

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

PUBLIC WORKS - A copy of the report as presented is attached as "Exhibit E"

PARKS & RECREATION - Bailey Whited expressed his appreciation to Kerry and his department for his quick response and help with the projects.

BILLS PAYABLE – No report.

MINUTES AND REPORTS (BOARDS AND COMMISSIONS)

RECREATION COMMISSION –Brianne Kibler remarked on the significant progress made in the last six months, surpassing what had been achieved during her seven-year tenure on the commission. She extended her gratitude to the Public Works Department, Office Staff, and Water Department for their diligent efforts, as well as to the committed private citizens contributing to the community. Additionally, Brianne expressed appreciation to Todd Presley for his work in striping the basketball court at Oak Road Park.

WATERSHED BOARD – Councilmember Grieve expressed his appreciation to Joe Feeman for his hard work in the watershed. Joe Feeman reported he is currently working on a list for the watershed crew. He stated there are a lot of trees down in the watershed.

TREE COMMISSION – No report.

ANIMAL SHELTER COMMISSION – Bailey Whited reported the commissions June meeting has been moved to Wednesday, June 19, 2024 at 7:00 p.m.

COMMUNITY DEVELOPMENT – No report.

LITTLE THEATRE – No report.

PLANNING/BZA – Joe Feeman outlined the involvement of the U-Haul facility owners in a recent Planning Commission meeting held in April. During this meeting, it was determined that the facility was not in compliance with certain regulations, leading to the denial of their request. Subsequently, the owners appealed this decision to the Board of Zoning (BZA), but their appeal was also unsuccessful. Following these decisions, the owners were provided with guidance on the necessary steps to achieve compliance. They were instructed to address these issues and report back to the Planning Commission once they have resolved the compliance issues.

Joe Deatherage, Chair of BZA, reported his term will be coming up soon and he has decided to retire, therefore, two positions will be available on the board. Susan Miceli has agreed if the board so chooses to act as the interim chair.

ARCHIVES – Joe Feeman reported they are still looking for another board member. He also reported he has been in contact with the State and they will be receiving some training.

ADJOURNMENT

Councilmember Grieve moved to adjourn at 8:04 p.m. and Councilmember Nicholson 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

July 8, 2024

Chris Mitchell, Mayor

**Norris City Council
Public Hearing**

**May 13, 2024
5:00 p.m.**

Minutes

The public hearing of the City Council of Norris Tennessee convened May 13, 2024, 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, Bailey Whited, Assistant City Manager and Sandy Johnson, City Recorder, representative of the press from Norris Bulletin.

Meeting was called to order by Mayor Mitchell.

PUBLIC HEARINGS WERE HELD ON THE FOLLOWING ORDINANCES:

Ordinance #674, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 1, WATERSHED DEPARTMENT TO ORGANIZE QUORUM AND ANNUAL REPORT"

Ordinance #675, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 5, ANIMAL SHELTER COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Ordinance #676, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 20, CHAPTER 3, NORRIS ARCHIVES TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Ordinance #677, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 2, COMMUNITY DEVELOPMENT BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Ordinance #678, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 7, NORRIS LITTLE THEATRE BOARD TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Ordinance #679, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 1, RECREATION COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Ordinance #680, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE TO AMEND TITLE 2, CHAPTER 3, TREE COMMISSION TO ORGANIZE OFFICERS, QUORUM, AND ANNUAL REPORT"

Ordinance #681, entitled, "AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE INTERNATIONAL BUILDING CODE"

Ordinance #682, entitled, "AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE INTERNATIONAL PLUMBING CODE"

Ordinance #683, entitled, "AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE INTERNATIONAL RESIDENTIAL CODE"

Ordinance #684, entitled, "AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE MOST RECENT EDITION OF THE INTERNATIONAL MECHANICAL CODE"

Ordinance #685, entitled, "AN ORDINANCE TO AMEND THE NORRIS MUNICIPAL CODE TO ADOPT THE 2018 EDITION OF THE INTERNATIONAL ENERGY CONSERVATION CODE"

Ordinance #686, entitled, "AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL, CHAPTER 1: REFUSE, SECTION 17-107, REFUSE COLLECTION FEES"

Mr. Ledford gave a brief overview of each ordinance.

There were three (3) members of the public in attendance.

The public hearing was closed and meeting adjourned at 5:07 p.m.

Sandy Johnson, City Recorder

APPROVED BY CITY COUNCIL

June 10, 2024

Chris Mitchell, Mayor

To: City Council

From: Bailey Whited, Assistant City Manager

Date: July 8, 2024

Subject: Recommendation to Forgo the 2014 Safe Routes to School Grant

Background:

The city has been grappling with a state grant initiated over a decade ago aimed at reconstructing the sidewalk in front of Norris Middle School, along with other safety enhancements including flashing school zone signs and crosswalk restriping. However, numerous challenges including bureaucratic delays and the Covid-19 pandemic in 2020 have hindered progress, making the completion of this project increasingly impractical.

Reasons to Forgo to Grant:

- **Bureaucratic Challenges:** The project has been plagued by lengthy approval processes and stringent state requirements. These issues have only been exacerbated due to turnover at both the state and local levels. These factors continue to obstruct timely progress and impede any desired modifications to the project plan.
- **Cost Considerations:** Current estimates to complete the project far exceed the allotted grant amount approved in 2014. Escalation in construction costs means that the city would bear a significant financial burden beyond what was intended when the grant was initiated. The inclusion of less essential elements within the grant project scope further inflates costs, making it financially impractical to proceed under the grant's terms.
- **Immediate Action Needed:** Forgoing the grant would allow the city to promptly address critical safety improvements such as installing flashing school zone signs, repainting crosswalks, and most importantly, replacing the sidewalk in front of the middle school that many would consider dangerous. These essential measures are currently on hold due to grant restrictions that require state approval to proceed with any construction.

Alternative Approach:

Plans have been formulated to replace the sidewalk utilizing either city resources or external contractors, both of which are expected to be more cost-effective than completing the project under the grant's terms. Discussions have also included the potential relocation of the sidewalk to mitigate concerns about tree damage, pending an agreement with Anderson County Schools.

Conclusion:

Given the persistent challenges and financial implications associated with continuing the grant-funded sidewalk reconstruction project, I recommend that the City Council vote to forgo the grant. This decision would allow the city to proceed promptly with critical safety improvements while exploring more feasible and cost-effective alternatives for sidewalk reconstruction.

Next Steps:

Upon Council approval to forgo the grant, the city would at most be liable only for the funds already received through the grant, approximately \$11,000, though city administration will take steps to potentially negate this liability. This minimal financial exposure makes forgoing the grant the prudent decision as the alternative could leave many safety hazards unaddressed for an indefinite length of time.

Please let me know if you require any further information or clarification on this matter. Thank you for your attention to this recommendation.

Bailey Whited

Assistant City Manager



Resolution 18-2024

A Resolution of the City of Norris, Tennessee City Council to Approve the 2024 Anderson County Basic Emergency Operations Plan”

WHEREAS, emergency response to critical incidents, whether natural or manmade requires integrated professional management; and

WHEREAS, unified command of such incidents is recognized as the management model to maximize the public safety response; and

WHEREAS, the Anderson County Basic Emergency Operations Plan has been updated to address changes in the circumstances and resources available on the local level.

NOW, THEREFORE BE IT RESOLVED, that the Council of the City of Norris approves the updated 2024 Anderson County Basic Emergency Operations Plan.

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

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

Passed and adopted by the Council of the City of Norris, Tennessee, on July 8, 2024.

Mayor

City Recorder

The full document can be found on the Norris City Website under
City Government > City Council > Agenda & Packet > July 2024
or at the following link:

https://www.cityofnorris.com/uploads/1/4/3/7/143740943/anderson_county_beop_2024.pdf

Anderson County



Basic Emergency Operations Plan

September

2024



Ordinance 690-2024

AN ORDINANCE TO AMEND THE ZONING MAP BY REZONING A PORTION OF PARCEL 031 083.00 FROM FAR: FOREST, AGRICULTURE, AND RECREATION AND P-1: PROFESSIONAL AND CIVIC DISTRICT TO C-2: GENERAL COMMERCIAL DISTRICT.

WHEREAS, the Norris City Council, in accordance with Section 13-7-204 of the Tennessee Code Annotated, may amend the zoning ordinance and the “Zoning Map of Norris, Tennessee”; and

WHEREAS, the Norris Planning Commission has forwarded its recommendation of disapproval to the Norris City Council regarding this amendment to the “Zoning Map of Norris, Tennessee.”

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

Section 1. “The Zoning Map of Norris, Tennessee” is hereby amended by rezoning a portion of parcel 031 083.00, from FAR: Forest, Agriculture, and Recreation District and P-1: Professional and Civic District to C-2: General Commercial District, said property being more clearly defined on the attached map, which is made part of this ordinance.

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 ordinance and parts of ordinances which are inconsistent with any provision of this ordinance and hereby repealed to the extend of such inconsistency.

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

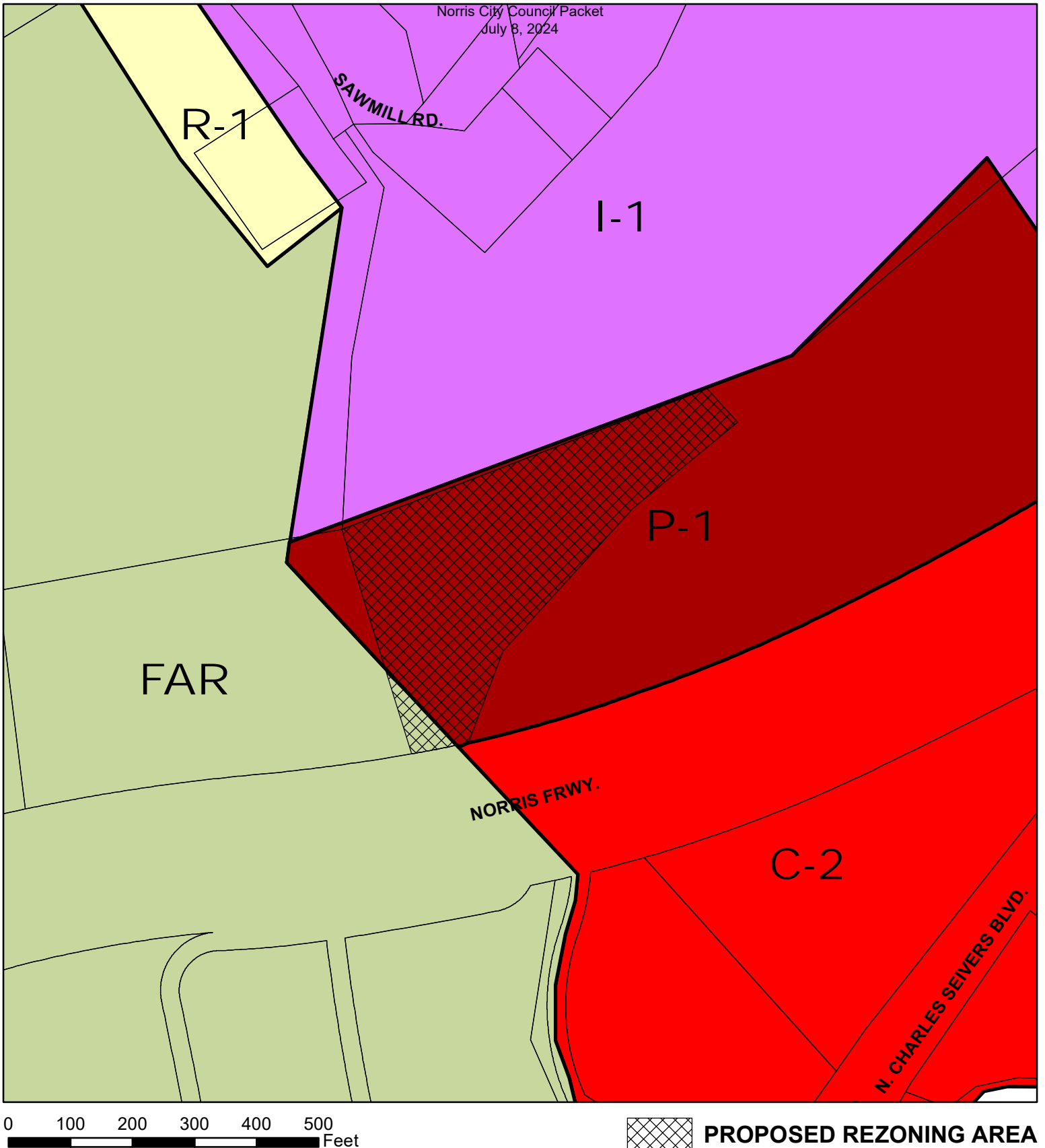
Passed 1st Reading _____

Public Hearing _____

Passed 2nd Reading _____

Mayor

City Manager



PROPOSED REZONING: FAR/P-1 TO C-2

Norris, Tennessee

Map prepared by:
East Tennessee Development District
Geographic Information Systems
Alcoa, TN
Map printed: June 26, 2024
This is not an engineering map.

Map Attachment For Ordinance # _____

City of Norris Goal Setting Session Questionnaire – 2024

The City of Norris' Goal Setting Session will be held on ____, ____, ____, at the Norris Community Building. The purpose of the session will be to identify and prioritize the City's overall goals and objectives for the next three (3) to five (5) years.

In order to prepare for this session, you are requested to identify key issues and potential objectives that will be reviewed and discussed at the session. Please complete **all sections** of this questionnaire.

Which statement best describes you? Mark all that apply:

I live in the City of Norris.

I work in the City of Norris.

I play in the City of Norris.

Identify importance of city priorities for the next five (5) years. For each of the items listed below, please rate your opinion on a scale of 1 to 5, where 5 means "**Very High Priority**" and 1 means "**Very Low Priority.**"

Scale:

1 – Very Low Priority

2 - Low Priority

3 - Moderate Priority

4 – High Priority

5 – Very High Priority

Create/Strengthen Arts and Culture Commissions (e.g., develop or expand budgets and commissions for programs or public arts development and performances)

Downtown Vitality (e.g., continue to improve safety and cleanliness, invest in infrastructure and maintenance in the historic downtown area)

Economic Development (e.g., land development/changes including zoning modifications, create local Chamber organization, any other activities to attract business interests to Norris)

Expand Recreation Programs (e.g., improve/expand Summer Rec offerings, more events through the year)

Facilities Replacement and Maintenance (e.g., Modernize facilities through expansion or replacement, Increase attention and resources on facility management)

Fiscal Sustainability and Responsibility (e.g., continue to implement efficiencies, strategic economic development and plans to address unfunded liabilities)

High-Speed Internet Accessibility (e.g., explore internal and external methods of improving internet accessibility)

Housing (e.g., facilitate increased production of all housing types designed to be economically accessible to the area workforce and low-income residents)

Improve City Identity (e.g., branding program, new signage, etc.)

Increase Fire Safety (e.g., stabilization of personnel, training, equipment, hydrant replacement/repairs)

Increase Morale for City Staff (e.g., pay equity analysis, recognition and wellness programs, and performance management)

Increase Police Safety (e.g., stabilization of personnel, training, equipment)

Increase Sustainability (e.g., improve recycling program campaign, reduce carbon emissions, streetscape beautification/garden beds/rain gardens)

Increase Utilization of Parks (e.g., improve park maintenance programs, new engagement equipment in parks and open spaces)

Infrastructure Maintenance (e.g., maintenance of roads, sidewalks, parks, and other City infrastructure)

Open Space (e.g., preserve and maintain open space, urban growth, and natural areas)

Planning & Zoning Management (e.g., updated management plan, review of ordinances and or zoning map, more aggressive enforcement, more responsive attention to applications, clarification of application process)

Solid Waste Modifications (e.g., additional public waste cans, evaluation of city ran utility or cost/benefit service evaluation)

Storm Sewer Focus (e.g., mapping of city system, seasonal system flushing, formation of individual utility)

Strengthen Communication (e.g., update/replace city website, monthly open house events, social media Facebook, X, etc.)

Support for Seniors (e.g., develop senior-centric educations, social, and/or recreational programming, develop transportation services, etc.)

Sustainable and Multi-Modal Transportation (e.g., enhance accessible transit, bicycle, and pedestrian opportunities)

Utilities Improvements (e.g., coverage, infrastructure, and facilities)

Watershed Management (e.g., improved trail maintenance, erosion control efforts, and open space development and maintenance)

Open-Ended Responses

Please answer the following questions to the best of your ability.

Major Accomplishments

Please list the major city accomplishments over the past two years. These accomplishments could be as large as a street project or as simple as a newly adopted city policy. The items do not need to be in any particular order.

Issues, Concerns, Trends, and Opportunities

Please list specific issues, concerns, trends, and opportunities that affect future city services, policies, finances, or operations (for example, loss of population, major new economic development success or resolving a policy question). You do not need to identify potential solutions to your concerns.

Significant Initiatives or Programs

Please list any initiatives, programs, or policies that you think the City should consider in the next three years (for example, downtown revitalization, updating employee job descriptions, adopting a policy on open burning, conducting an annexation study, reviewing water and sewer rates, etc.)

Organizational Effectiveness

Please list several things that the Mayor/City Council and/or staff could do in the future to improve organizational effectiveness, decision-making process, teamwork, and the ability to accomplish the City's stated goals and objectives.

Norris City Council Packet
July 8, 2024

General Fund Budget Balance Report

	2023-24 Budgeted	2023-24 Jul Actual	2023-24 Aug Actual	2023-24 Sep Actual	2023-24 Oct Actual	2023-24 Nov Actual	2023-24 Dec Actual	2023-24 Jan Actual	2023-24 Feb Actual	2023-24 Mar Actual	2023-24 April Actual	2023-24 May Actual	2023-24 June Actual	2023-24 Actual	
Revenues	\$ 2,091,680	\$ 151,286	\$ 615,366	\$ 208,002	\$ 125,423	\$ 85,630	\$ 65,041	\$ 130,794	\$ 90,689	\$ 70,427	\$ 113,200	\$ 83,311	\$ 129,142	\$ 1,868,311	89.3%
Expenses															
<i>General Government</i>	\$ 868,500	\$ 71,750	\$ 59,227	\$ 105,526	\$ 69,266	\$ 54,311	\$ 45,742	\$ 68,501	\$ 46,938	\$ 47,240	\$ 56,125	\$ 51,046	\$ 37,407	\$ 713,079	82.1%
<i>Police</i>	\$ 953,293	\$ 117,242	\$ 71,913	\$ 85,974	\$ 56,239	\$ 120,572	\$ 52,347	\$ 92,864	\$ 66,825	\$ 124,800	\$ 62,723	\$ 39,251	\$ 46,608	\$ 937,358	98.3%
<i>Fire</i>	\$ 147,600	\$ 5,017	\$ 3,782	\$ 79	\$ 25,694	\$ 4,052	\$ 3,523	\$ 48,035	\$ 1,467	\$ 3,371	\$ 1,316	\$ 3,225	\$ 990	\$ 100,551	68.1%
<i>Public Works</i>	\$ 717,879	\$ 26,267	\$ 192,602	\$ 35,162	\$ 29,514	\$ 29,190	\$ 28,345	\$ 37,279	\$ 28,506	\$ 33,789	\$ 54,741	\$ 25,210	\$ 27,037	\$ 547,642	76.3%
<i>Parks & Recreation</i>	\$ 180,092	\$ 5,011	\$ 5,987	\$ 544	\$ 9,258	\$ 1,071	\$ 342	\$ 428	\$ 2,731	\$ 2,780	\$ 37,038	\$ 33,986	\$ 16,263	\$ 115,439	64.1%
<i>Library & Archives</i>	\$ 33,800	\$ 8,063	\$ -	\$ -	\$ 9,585	\$ -	\$ -	\$ 8,063	\$ -	\$ -	\$ 8,062	\$ -	\$ -	\$ 33,773	99.9%
<i>Conservation of NR - Landscaping</i>	\$ 3,500	\$ -	\$ 37	\$ -	\$ 248	\$ -	\$ 37	\$ 273	\$ 77	\$ -	\$ 646	\$ 877	\$ 104	\$ 2,299	65.7%
<i>Other NR - Animal Shelter</i>	\$ 10,500	\$ 425	\$ 187	\$ 180	\$ 520	\$ 145	\$ 178	\$ 5,478	\$ 1,067	\$ 259	\$ 504	\$ 319	\$ 486	\$ 9,748	92.8%
<i>Community Development</i>	\$ 6,230	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90	\$ 111	\$ 3,014	\$ 976	\$ 300	\$ 4,741	76.1%
Total Expenses	\$ 2,921,395	\$ 234,025	\$ 333,735	\$ 227,465	\$ 200,324	\$ 209,341	\$ 130,514	\$ 260,921	\$ 147,701	\$ 212,350	\$ 224,169	\$ 154,890	\$ 129,195	\$ 2,464,630	84.4%
<i>Transfers & Miscellaneous</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ (829,715)	\$ (82,739)	\$ 281,631	\$ (19,463)	\$ (74,901)	\$ (123,711)	\$ (65,473)	\$ (130,127)	\$ (57,012)	\$ (141,923)	\$ (110,969)	\$ (71,579)	\$ (53)	\$ (596,319)	
Beginning Fund Balance	\$ 2,009,697	\$ 2,009,697	\$ 1,926,958	\$ 2,208,589	\$ 2,189,126	\$ 2,114,225	\$ 1,990,514	\$ 1,925,041	\$ 1,794,914	\$ 1,737,902	\$ 1,595,979	\$ 1,485,010	\$ 1,413,431	\$ 2,009,697	
Ending Fund Balance	\$ 1,179,982	\$ 1,926,958	\$ 2,208,589	\$ 2,189,126	\$ 2,114,225	\$ 1,990,514	\$ 1,925,041	\$ 1,794,914	\$ 1,737,902	\$ 1,595,979	\$ 1,485,010	\$ 1,413,431	\$ 1,413,378	\$ 1,413,378	
Capital Outlays	\$ 908,900	\$ 57,740	\$ 155,339	\$ 39,080	\$ 28,680	\$ 37,023	\$ 6,154	\$ 75,736	\$ 5,808	\$ 90,013	\$ 79,948	\$ 25,976	\$ 11,794	\$ 613,291	67.5%
		\$ (24,999)	\$ 436,970	\$ 19,617	\$ (46,221)	\$ (86,688)	\$ (59,319)	\$ (54,391)	\$ (51,204)	\$ (51,910)	\$ (31,021)	\$ (45,603)	\$ 11,741	\$ 16,972	

State Street Aid Fund Balance Report

	2023-24 Budget	2023-24 Jul Actual	2023-24 Aug Actual	2023-24 Sep Actual	2023-24 Oct Actual	2023-24 Nov Actual	2023-24 Dec Actual	2023-24 Jan Actual	2023-24 Feb Actual	2023-24 Mar Actual	2023-24 April Actual	2023-24 May Actual	2023-24 June Actual	2023-24 Actual	
Revenues	\$ 61,150	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 5,439	\$ 4,638	\$ 6,107	\$ 5,510	\$ 12,200	\$ 4,332	\$ 5,004	\$ 4,700	\$ 69,379	113.5%
Expenses	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 174,145	\$ -	\$ -	\$ 174,145	116.1%
Balance	\$ (88,850)	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 5,439	\$ 4,638	\$ 6,107	\$ 5,510	\$ 12,200	\$ (169,813)	\$ 5,004	\$ 4,700	\$ (104,766)	
Beginning Fund Balance	\$ 167,667	\$ 167,667	\$ 172,562	\$ 177,165	\$ 182,619	\$ 188,966	\$ 194,405	\$ 199,043	\$ 205,150	\$ 210,660	\$ 222,860	\$ 53,047	\$ 58,051	\$ 167,667	
Ending Fund Balance	\$ 78,817	\$ 172,562	\$ 177,165	\$ 182,619	\$ 188,966	\$ 194,405	\$ 199,043	\$ 205,150	\$ 210,660	\$ 222,860	\$ 53,047	\$ 58,051	\$ 62,751	\$ 62,901	

Watershed Fund Balance Report

	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 Dec Actual	2022-23 Jan Actual	2022-23 Feb Actual	2022-23 Mar Actual	2022-23 April Actual	2022-23 May Actual	2022-23 June Actual	2022-23 Actual	
Revenues	\$ 149,820	\$ 24,834	\$ 17,010	\$ 8,089	\$ 12,715	\$ 9,925	\$ 4,166	\$ 12,093	\$ 9,115	\$ 49,155	\$ 6,703	\$ 5,261	\$ 2,978	\$ 162,044	108.2%
Expenses	\$ 155,108	\$ 7,754	\$ 9,005	\$ 1,145	\$ 2,658	\$ 2,245	\$ 1,085	\$ 1,097	\$ 3,036	\$ 5,820	\$ 23,714	\$ 4,970	\$ 49,838	\$ 112,367	72.4%
Balance	\$ (5,288)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 3,081	\$ 10,996	\$ 6,079	\$ 43,335	\$ (17,011)	\$ 291	\$ (46,860)	\$ 49,677	
Transfer to Special Projects	\$ 6,400.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,298	\$ 6,298	
Balance after Transfer	\$ (11,688)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 3,081	\$ 10,996	\$ 6,079	\$ 43,335	\$ (17,011)	\$ 291	\$ (53,158)	\$ 43,379	
Beginning Fund Balance	\$ 318,517	\$ 318,517	\$ 335,597	\$ 343,602	\$ 350,546	\$ 360,603	\$ 368,283	\$ 371,364	\$ 382,360	\$ 388,439	\$ 431,774	\$ 414,763	\$ 415,054	\$ 318,517	
Ending Fund Balance	\$ 306,829	\$ 335,597	\$ 343,602	\$ 350,546	\$ 360,603	\$ 368,283	\$ 371,364	\$ 382,360	\$ 388,439	\$ 431,774	\$ 414,763	\$ 415,054	\$ 361,896	\$ 368,194	
Capital Outlays	\$ 63,500	\$ -	\$ 4,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,360	\$ 21,892	\$ 40	\$ -	\$ 31,192	49.1%

Solid Waste Fund Balance Report

	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 Dec Actual	2022-23 Jan Actual	2022-23 Feb Actual	2022-23 Mar Actual	2022-23 April Actual	2022-23 May Actual	2022-23 June Actual	2022-23 Actual	
Revenues	\$ 157,572	\$ 11,606	\$ 13,288	\$ 13,055	\$ 13,840	\$ 12,471	\$ 13,565	\$ 13,055	\$ 12,868	\$ 12,985	\$ 13,101	\$ 13,621	\$ 13,161	\$ 156,616	99.4%
Expenses	\$ 164,500	\$ 12,815	\$ 13,372	\$ 14,091	\$ 13,841	\$ 14,007	\$ 13,771	\$ 13,820	\$ 13,492	\$ 13,263	\$ 12,914	\$ 14,402	\$ 14,103	\$ 163,891	99.6%
Balance	\$ (6,928)	\$ (1,209)	\$ (84)	\$ (1,036)	\$ (1)	\$ (1,536)	\$ (206)	\$ (765)	\$ (624)	\$ (278)	\$ 187	\$ (781)	\$ (942)	\$ (7,275)	
Beginning Fund Balance	\$ 30,547	\$ 30,547	\$ 29,338	\$ 29,254	\$ 28,218	\$ 28,217	\$ 26,681	\$ 26,475	\$ 25,710	\$ 25,086	\$ 24,808	\$ 24,995	\$ 24,214	\$ 30,547	
Ending Fund Balance	\$ 23,619	\$ 29,338	\$ 29,254	\$ 28,218	\$ 28,217	\$ 26,681	\$ 26,475	\$ 25,710	\$ 25,086	\$ 24,808	\$ 24,995	\$ 24,214	\$ 23,272	\$ 23,272	

Drug Control Fund Balance Report

	2023-24 Budget	2023-24 Actual
Revenues	\$ -	\$ 2,977
Expenses	\$ -	\$ -
Balance	\$ -	\$ 2,977
Beginning Fund Balance	\$ 2,565	\$ 2,565
Ending Fund Balance	\$ 2,565	\$ 5,542

Norris City Council Packet
July 8, 2024

Water Works Fund Balance Report

	2023-24 Budget	2023-24 Jul Actual	2023-24 Aug Actual	2023-24 Sep Actual	2023-24 Oct Actual	2023-24 Nov Actual	2023-24 Dec Actual	2023-24 Jan Actual	2023-24 Feb Actual	2023-24 Mar Actual	2023-24 April Actual	2023-24 May Actual	2023-24 Actual	
Revenues														
Water Billing	\$ 529,000	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 48,391	\$ 44,906	\$ 44,905	\$ 47,256	\$ 47,256	\$ 44,033	\$ 45,044	\$ 561,747	106.2%
Sewer Billing	\$ 510,700	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 43,714	\$ 43,180	\$ 43,179	\$ 43,779	\$ 43,778	\$ 43,734	\$ 44,357	\$ 528,371	103.5%
Water Works Charges	\$ 886,643	\$ 5,558	\$ 744	\$ 1,926	\$ 6,823	\$ 4,755	\$ 3,000	\$ 8,064	\$ 5,781	\$ 4,553	\$ 5,122	\$ 5,617	\$ 67,875	7.7%
Interest Income	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Revenues	\$ 1,926,343	\$ 96,272	\$ 91,409	\$ 99,448	\$ 98,703	\$ 96,860	\$ 91,086	\$ 96,148	\$ 96,816	\$ 95,587	\$ 92,889	\$ 95,018	\$ 1,157,993	60.1%
Expenses														
Admin & General	\$ 352,645	\$ 24,468	\$ 24,948	\$ 26,691	\$ 61,765	\$ 23,415	\$ 20,229	\$ 32,036	\$ 24,074	\$ 25,581	\$ 41,059	\$ 20,347	\$ 359,779	102.0%
Customer Billing	\$ 23,000	\$ 14,765	\$ 2,383	\$ -	\$ -	\$ 1,821	\$ 2,116	\$ 76	\$ -	\$ 136	\$ 2,928	\$ 2,553	\$ 26,778	116.4%
Wastewater Treatment & Dispo	\$ 228,928	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 14,941	\$ 20,882	\$ 21,926	\$ 14,863	\$ 17,443	\$ 18,011	\$ 14,522	\$ 240,638	105.1%
Wastewater Collection	\$ 886,962	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 3,502	\$ 22,363	\$ 15,919	\$ 20,520	\$ 34,193	\$ 22,543	\$ 13,241	\$ 173,695	19.6%
Water Transmission & Dist	\$ 184,037	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 9,409	\$ 12,290	\$ 10,652	\$ 6,882	\$ 6,810	\$ 26,971	\$ 8,262	\$ 143,469	78.0%
Water Purification	\$ 302,532	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 23,397	\$ 21,810	\$ 18,826	\$ 16,269	\$ 15,818	\$ 13,341	\$ 14,437	\$ 204,834	67.7%
Total Expenses	\$ 1,978,104	\$ 79,067	\$ 112,611	\$ 85,992	\$ 132,882	\$ 76,485	\$ 99,690	\$ 99,435	\$ 82,608	\$ 99,981	\$ 124,853	\$ 73,362	\$ 1,149,193	58.1%
Balance	\$ (51,761)	\$ 17,205	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,287)	\$ 14,208	\$ (4,394)	\$ (31,964)	\$ 21,656	\$ 8,800	
Depreciation	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Operating Available Flow	\$ (151,761)	\$ 17,205	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,287)	\$ 14,208	\$ (4,394)	\$ (31,964)	\$ 21,656	\$ 8,800	
Beginning Fund Balance	\$ 1,207,990	\$ 1,207,990	\$ 1,225,195	\$ 1,203,993	\$ 1,217,449	\$ 1,183,270	\$ 1,203,645	\$ 1,195,041	\$ 1,191,754	\$ 1,205,962	\$ 1,201,568	\$ 1,169,604	\$ 1,207,990	
Ending Fund Balance	\$ 1,056,229	\$ 1,225,195	\$ 1,203,993	\$ 1,217,449	\$ 1,183,270	\$ 1,203,645	\$ 1,195,041	\$ 1,191,754	\$ 1,205,962	\$ 1,201,568	\$ 1,169,604	\$ 1,191,260	\$ 1,216,790	
Capital Outlays	\$ 1,028,140	\$ 625	\$ 23,635	\$ 9,511	\$ 16,706	\$ 9,250	\$ 11,676	\$ 10,218	\$ 15,548	\$ 31,021	\$ 34,455	\$ 11,418	\$ 176,636	17.2%

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

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)	280,868.93	12,447.93	104.64%	21,413.14
	Personnel		0.00		0.00			0.00
114			(28,860.00)	(28,860.00)	23,937.95	(4,922.05)	82.95%	2,265.25
	Part-Time Personnel		0.00		0.00			0.00
134			(541.00)	(541.00)	2,641.40	2,100.40	488.24%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(22,783.00)	(22,783.00)	23,214.98	431.98	101.90%	1,786.48
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(50,841.00)	(65,841.00)	76,315.86	10,474.86	115.91%	6,254.88
	Hospital And Health Insurance		(15,000.00)		0.00			0.00
143			(11,154.00)	(11,154.00)	13,170.59	2,016.59	118.08%	1,021.16
	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)	109.06	(240.94)	31.16%	0.00
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	4,245.77	2,745.77	283.05%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(1,400.00)	(1,400.00)	995.18	(404.82)	71.08%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
223			(500.00)	(500.00)	35.00	(465.00)	7.00%	0.00
	Publications, Reports, Etc.		0.00		0.00			0.00
224			(3,600.00)	(3,600.00)	3,599.06	(0.94)	99.97%	335.12
	Duplication (Mimeograph, Multilith, Microfilm,		0.00		0.00			0.00
235			(4,000.00)	(4,000.00)	4,191.60	191.60	104.79%	200.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(2,000.00)	(2,000.00)	1,465.84	(534.16)	73.29%	654.20
	Advertising		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
250			(11,000.00)	(14,000.00)	14,334.18	334.18	102.39%	58.00
	Professional Services		(3,000.00)		0.00			0.00
252			(7,000.00)	(90,000.00)	98,827.42	8,827.42	109.81%	0.00
	Legal Services		(83,000.00)		0.00			0.00
253			(13,000.00)	(14,000.00)	13,782.15	(217.85)	98.44%	0.00
	Accounting And Auditing Services		(1,000.00)		0.00			0.00
255			(16,000.00)	(16,000.00)	12,021.05	(3,978.95)	75.13%	0.00
	Data Processing Services		0.00		0.00			0.00
259			(7,000.00)	(7,000.00)	5,216.32	(1,783.68)	74.52%	375.22
	Other Professional Services		0.00		0.00			0.00
280			(4,500.00)	(4,500.00)	2,698.71	(1,801.29)	59.97%	0.00
	Travel		0.00		0.00			0.00
291			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	6,666.64	3,866.64	238.09%	0.00
	Office Supplies And Materials		0.00		0.00			0.00
320			(500.00)	(500.00)	5,525.50	5,025.50	1105.10%	137.81
	Operating Supplies		0.00		0.00			0.00
510			(36,100.00)	(37,650.00)	37,648.00	(2.00)	99.99%	0.00
	Liability Insurance		(1,550.00)		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)	3,374.85	1,774.85	210.93%	0.00
	Bank Service Charges		0.00		0.00			0.00
900			0.00	(5,400.00)	2,036.00	(3,364.00)	37.70%	0.00
	Capital Outlay		(5,400.00)		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

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
41800 Community Government Buildings								
241			(9,500.00)	(9,500.00)	7,027.12	(2,472.88)	73.97%	0.00
	Electric		0.00		0.00			0.00
242			(3,000.00)	(3,000.00)	3,003.23	3.23	100.11%	246.10
	Water		0.00		0.00			0.00
244			(1,200.00)	(1,200.00)	1,081.24	(118.76)	90.10%	16.88
	Gas		0.00		0.00			0.00
245			(7,200.00)	(7,200.00)	8,003.44	803.44	111.16%	847.51
	Telephone And Other Communications		0.00		0.00			0.00
260			(5,000.00)	(20,000.00)	24,182.26	4,182.26	120.91%	742.71
	Repair And Maintenance Services		(15,000.00)		0.00			0.00
290			(1,400.00)	(1,400.00)	4,154.89	2,754.89	296.78%	455.96
	Other Contractural Services		0.00		0.00			0.00
900			(150,000.00)	(150,000.00)	6,479.65	(143,520.35)	4.32%	0.00
	Capital Outlay		0.00		0.00			0.00
41900 Mcneeley Municipal Building								
241			(5,500.00)	(5,500.00)	3,331.96	(2,168.04)	60.58%	0.00
	Electric		0.00		0.00			0.00
242			(1,600.00)	(1,600.00)	1,488.02	(111.98)	93.00%	81.97
	Water		0.00		0.00			0.00
260			(1,600.00)	(13,600.00)	13,817.46	217.46	101.60%	275.73
	Repair And Maintenance Services		(12,000.00)		0.00			0.00
290			(1,000.00)	(1,000.00)	1,211.65	211.65	121.17%	237.19
	Other Contractural 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

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
42000	Police Dept.							
110			(349,752.00)	(349,752.00)	339,390.88	(10,361.12)	97.04%	21,206.98
	Personnel		0.00		0.00			0.00
112			(30,000.00)	(49,000.00)	58,462.44	9,462.44	119.31%	8,022.44
	Over-Time Personnel		(19,000.00)		0.00			0.00
114			(10,000.00)	(10,000.00)	15,147.99	5,147.99	151.48%	1,112.80
	Part-Time Personnel		0.00		0.00			0.00
119			(2,500.00)	(2,500.00)	1,250.00	(1,250.00)	50.00%	0.00
	Health Insurance Incentive		0.00		0.00			0.00
129			(19,500.00)	(19,500.00)	30,670.82	11,170.82	157.29%	0.00
	Holiday Pay		0.00		0.00			0.00
132			(5,600.00)	(5,600.00)	4,000.00	(1,600.00)	71.43%	0.00
	State Bonus		0.00		0.00			0.00
134			(10,050.00)	(10,050.00)	10,582.80	532.80	105.30%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(32,696.00)	(32,696.00)	34,875.88	2,179.88	106.67%	2,300.27
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(88,297.00)	(88,297.00)	81,224.15	(7,072.85)	91.99%	5,758.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			(25,044.00)	(25,044.00)	22,685.63	(2,358.37)	90.58%	1,766.11
	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)	191.91	(308.09)	38.38%	3.34
	Unemployment Insurance		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	3,234.66	(265.34)	92.42%	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

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
216			(500.00)	(500.00)	766.89	266.89	153.38%	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)	681.50	(818.50)	45.43%	609.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			0.00	0.00	225.20	225.20	No Budget	0.00
		Advertising	0.00		0.00			0.00
241			(6,000.00)	(6,000.00)	4,740.43	(1,259.57)	79.01%	0.00
		Electric	0.00		0.00			0.00
242			(1,200.00)	(1,200.00)	1,366.02	166.02	113.84%	98.97
		Water	0.00		0.00			0.00
244			(1,900.00)	(1,900.00)	1,148.92	(751.08)	60.47%	19.53
		Gas	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	6,018.88	1,018.88	120.38%	750.49
		Telephone And Other Communications	0.00		0.00			0.00
261			(5,000.00)	(5,000.00)	4,126.33	(873.67)	82.53%	123.91
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
264			(500.00)	(500.00)	59.94	(440.06)	11.99%	59.94
		Repair And Maint Traffic Lights, Parking Meters	0.00		0.00			0.00
266			0.00	0.00	4,958.20	4,958.20	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)	(3,000.00)	1,527.87	(1,472.13)	50.93%	0.00
		Travel	(1,500.00)		0.00			0.00
286			0.00	0.00	21.22	21.22	No Budget	21.22
		Vehicle Purchase	0.00		0.00			0.00
290			(8,000.00)	(8,000.00)	10,112.36	2,112.36	126.40%	705.56
		Other Contractual Services	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(360.00)	(360.00)	165.00	(195.00)	45.83%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
298			(500.00)	(500.00)	239.74	(260.26)	47.95%	0.00
	Collection Fees		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	3,538.76	738.76	126.38%	951.63
	Office Supplies And Materials		0.00		0.00			0.00
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)	(5,000.00)	4,200.00	(800.00)	84.00%	0.00
	Clothing And Uniforms		(1,000.00)		0.00			0.00
327			(3,500.00)	(3,500.00)	3,483.00	(17.00)	99.51%	0.00
	Fire Arm Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	11,838.31	8,838.31	394.61%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	12,862.74	(2,137.26)	85.75%	391.74
	Fuel Charges		0.00		0.00			0.00
333			(3,500.00)	(3,500.00)	2,357.70	(1,142.30)	67.36%	0.00
	Other Equipment (Dispatch 911)		0.00		0.00			0.00
334			(2,500.00)	(2,500.00)	930.92	(1,569.08)	37.24%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00
900			(130,000.00)	(269,000.00)	245,948.37	(23,051.63)	91.43%	2,704.60
	Capital Outlay		(139,000.00)		0.00			0.00
42200	Fire Protection And Control							
141			0.00	0.00	371.73	371.73	No Budget	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			0.00	0.00	0.17	0.17	No Budget	0.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			0.00	0.00	25.05	25.05	No Budget	0.00
	Retirement - Current		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148			(3,500.00)	(3,500.00)	4,214.86	714.86	120.42%	0.00
		Employee Education And Training	0.00		0.00			0.00
162			(5,000.00)	(5,000.00)	5,736.46	736.46	114.73%	110.82
		Volunteer Firemen	0.00		0.00			0.00
216			(600.00)	(600.00)	651.95	51.95	108.66%	0.00
		Radio And Tv Services	0.00		0.00			0.00
220			(400.00)	(400.00)	359.15	(40.85)	89.79%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
245			(600.00)	(600.00)	1,056.39	456.39	105.52%	70.54
		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)	7,664.53	(4,335.47)	63.87%	809.84
		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)	6,118.94	(3,881.06)	61.19%	0.00
		Operating Supplies	0.00		0.00			0.00
322			(500.00)	(500.00)	710.77	210.77	142.15%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
329			(600.00)	(2,600.00)	1,827.06	(772.94)	70.27%	0.00
		Other Oper. Supplies	(2,000.00)		0.00			0.00
331			(1,100.00)	(1,100.00)	835.88	(264.12)	75.99%	0.00
		Fuel Charges	0.00		0.00			0.00
333			0.00	0.00	478.00	478.00	No Budget	0.00
		Other Equipment (Dispatch 911)	0.00		0.00			0.00
340			(10,500.00)	(10,500.00)	3,392.69	(7,107.31)	32.31%	0.00
		Norris Volunteer Fire Dept. Expenses	0.00		0.00			0.00
900			(19,000.00)	(88,000.00)	67,107.01	(20,892.99)	76.26%	0.00
		Capital Outlay	(69,000.00)		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
43000		Public Works						
110			(179,199.00)	(179,199.00)	177,852.88	(1,346.12)	99.25%	15,909.00
	Personnel		0.00		0.00			0.00
112			(500.00)	(500.00)	1,129.32	629.32	225.86%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			(4,800.00)	(4,800.00)	5,200.00	400.00	108.33%	400.00
	Part-Time Personnel		0.00		0.00			0.00
134			(6,433.00)	(6,433.00)	2,874.84	(3,558.16)	44.69%	0.00
	Christmas Bonus		0.00		0.00			0.00
135			0.00	0.00	300.00	300.00	No Budget	0.00
	Animal Control Bonus		0.00		0.00			0.00
141			(14,607.00)	(14,607.00)	14,155.97	(451.03)	96.91%	1,233.98
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(51,327.00)	(51,327.00)	54,161.68	2,834.68	105.52%	4,178.32
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,254.00)	(6,254.00)	10,140.56	3,886.56	162.15%	862.08
	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)	104.96	(95.04)	52.48%	5.81
	Unemployment Insurance		0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	25.00	(975.00)	2.50%	0.00
	Employee Education And Training		0.00		0.00			0.00
235			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
241			(2,400.00)	(2,400.00)	2,147.21	(252.79)	89.47%	0.00
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	983.64	(16.36)	98.36%	81.97
	Water		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : 110

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
245			(5,000.00)	(5,000.00)	3,176.32	(1,823.68)	63.53%	467.30
	Telephone And Other Communications		0.00		0.00			0.00
247			(25,000.00)	(25,000.00)	23,421.65	(1,578.35)	93.69%	0.00
	Street Lighting (Electric And Maint.)		0.00		0.00			0.00
261			(8,000.00)	(8,000.00)	11,582.35	3,582.35	144.78%	297.09
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
265			(20,000.00)	(20,000.00)	1,441.80	(18,558.20)	7.21%	613.39
	Repair And Maintenance Grounds And Ground		0.00		0.00			0.00
266			(14,000.00)	(14,000.00)	4,742.01	(9,257.99)	33.87%	151.81
	Repair And Maintenance Buildings		0.00		0.00			0.00
268			(5,000.00)	(7,500.00)	8,059.46	559.46	107.46%	163.38
	Repair And Maintenance Roads And Streets		(2,500.00)		0.00			0.00
269			(12,000.00)	(12,000.00)	3,276.06	(8,723.94)	27.30%	1,200.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
280			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
291			(300.00)	(300.00)	35.00	(265.00)	11.67%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(500.00)	(500.00)	197.15	(302.85)	39.43%	76.80
	Office Supplies And Materials		0.00		0.00			0.00
320			(2,700.00)	(2,700.00)	1,663.29	(1,036.71)	61.60%	57.15
	Operating Supplies		0.00		0.00			0.00
326			(3,000.00)	(3,000.00)	3,782.92	782.92	126.10%	318.86
	Clothing And Uniforms		0.00		0.00			0.00
329			0.00	0.00	59.98	59.98	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	11,415.66	(3,584.34)	76.10%	494.93
	Fuel Charges		0.00		0.00			0.00
334			(2,000.00)	(2,000.00)	223.62	(1,776.38)	11.18%	0.00
	Tires, Tubes And Etc.		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
341			(1,000.00)	(1,000.00)	1,486.41	486.41	148.64%	152.33
	Consumable Tools		0.00		0.00			0.00
342			(600.00)	(600.00)	1,758.82	1,158.82	293.14%	371.21
	Sign Parts And Supplies		0.00		0.00			0.00
471			(5,000.00)	(5,000.00)	4,541.33	(458.67)	90.83%	0.00
	Asphalt And Asphalt Filler		0.00		0.00			0.00
900			(122,000.00)	(134,500.00)	30,014.22	(104,485.78)	22.32%	0.00
	Capital Outlay		(12,500.00)		0.00			0.00
940			(14,000.00)	(186,000.00)	161,439.53	(24,560.47)	86.80%	0.00
	Machinery And Equipment		(172,000.00)		0.00			0.00
44400	Recreation							
110			0.00	0.00	6,009.81	6,009.81	No Budget	1,901.84
	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)	459.75	(37.25)	92.51%	145.49
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
147			(195.00)	(195.00)	18.04	(176.96)	9.25%	5.72
	Unemployment Insurance		0.00		0.00			0.00
237			0.00	(1,000.00)	78.46	(921.54)	7.85%	0.00
	Advertising		(1,000.00)		0.00			0.00
241			(650.00)	(650.00)	514.51	(135.49)	79.16%	0.00
	Electric		0.00		0.00			0.00
242			(3,500.00)	(3,500.00)	3,666.73	166.73	104.76%	288.42
	Water		0.00		0.00			0.00
290			0.00	(5,250.00)	4,600.00	(650.00)	87.62%	0.00
	Other Contractural Services		(5,250.00)		0.00			0.00
291			(300.00)	(300.00)	270.00	(30.00)	90.00%	270.00
	Physical/Drug Testing		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
312			(2,200.00)	(2,200.00)	1,288.13	(911.87)	58.55%	0.00
		Small Items Of Equipment	0.00		0.00			0.00
320			0.00	0.00	8,734.41	8,734.41	No Budget	222.28
		Operating Supplies	0.00		0.00			0.00
325			(8,000.00)	(8,000.00)	7,500.00	(500.00)	93.75%	3,775.00
		Fireworks Supplies	0.00		0.00			0.00
329			(2,000.00)	(2,000.00)	3,055.14	1,055.14	152.76%	563.71
		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
900			(150,000.00)	(150,000.00)	78,894.25	(71,105.75)	52.60%	9,089.07
		Capital Outlay	0.00		0.00			0.00
44800		Libraries						
329			(950.00)	(1,550.00)	1,523.29	(26.71)	98.28%	0.00
		Other Oper. Supplies	(600.00)		0.00			0.00
720			(32,250.00)	(32,250.00)	32,250.00	0.00	100.00%	0.00
		Grants And Donations To Other Institutions	0.00		0.00			0.00
45100		Conservation Of Natural Resources						
269			(200.00)	(200.00)	1,294.78	1,094.78	647.39%	0.00
		Repair And Maintenance Other Repair And	0.00		0.00			0.00
320			(3,300.00)	(3,300.00)	1,003.71	(2,296.29)	30.42%	104.00
		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)	911.27	(88.73)	91.13%	0.00
		Electric	0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	983.64	(16.36)	98.36%	81.97
		Water	0.00		0.00			0.00

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City of Norris
Statement of Expenditures and Encumbrances
June 2024

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Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
329			(6,000.00)	(8,500.00)	7,853.41	(646.59)	92.39%	404.40
		Other Oper. Supplies	(2,500.00)		0.00			0.00
47100		Economic Development Administration						
237			(1,000.00)	0.00	0.00	0.00	No Budget	0.00
		Advertising	1,000.00		0.00			0.00
320			(5,500.00)	(250.00)	250.00	0.00	100.00%	0.00
		Operating Supplies	5,250.00		0.00			0.00
329			(3,000.00)	(5,980.00)	4,491.06	(1,488.94)	75.10%	300.00
		Other Oper. Supplies	(2,980.00)		0.00			0.00
900			(5,400.00)	0.00	0.00	0.00	No Budget	0.00
		Capital Outlay	5,400.00		0.00			0.00
Total For Fund: 110			(2,363,671.00)	(2,918,801.00)	2,464,627.40	(454,173.60)	84.44 %	129,190.35
			(555,130.00)		0.00			0.00

City of Norris

**Statement of Expenditures and Encumbrances
June 2024**

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

Fund : **121**

Monthly Comparative:

100.00%

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)	174,144.50	24,144.50	116.10%	0.00
		Repair And Maintenance Roads And Streets	0.00		0.00			0.00
Total For Fund:	121		(150,000.00)	(150,000.00)	174,144.50	24,144.50	116.10 %	0.00
			0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **123**

Monthly Comparative:

100.00%

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)	1,883.00	883.00	188.30%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
259			0.00	(4,200.00)	4,198.65	(1.35)	99.97%	0.00
	Other Professional Services		(4,200.00)		0.00			0.00
261			(1,500.00)	(1,500.00)	2,393.50	893.50	159.57%	710.12
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
265			(13,500.00)	(15,000.00)	10,940.74	(4,059.26)	72.94%	837.19
	Repair And Maintenance Grounds And Ground		(1,500.00)		0.00			0.00
290			(1,500.00)	(1,500.00)	4,000.00	2,500.00	266.67%	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)	456.47	106.47	130.42%	0.00
	Fuel Charges		0.00		0.00			0.00
342			(400.00)	(400.00)	737.66	337.66	184.42%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
551			(1,670.00)	(1,670.00)	2,288.00	618.00	137.01%	0.00
	Trustee Fees		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **123**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(36,500.00)	(63,500.00)	31,191.54	(32,308.46)	49.12%	0.00
	Capital Outlay		(27,000.00)		0.00			0.00
51600	Operating Transfers Out							
759			(45,290.00)	(45,290.00)	48,290.00	3,000.00	106.62%	48,290.00
	Transfers To General Funds		0.00		0.00			0.00
Total For Fund:	123		(122,408.00)	(155,108.00)	112,364.93	(42,743.07)	72.44 %	49,837.31
			(32,700.00)		0.00			0.00

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

City of Norris
Statement of Expenditures and Encumbrances
June 2024

User:
Date/Time:

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Fund : **128**

Monthly Comparative:

100.00%

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)	49,977.06	2,477.06	105.21%	4,335.44
	Recycle/Residential Contract		0.00		0.00			0.00
249			(75,500.00)	(84,500.00)	80,403.44	(4,096.56)	95.15%	7,020.98
	Refuse/Residential Contract		(9,000.00)		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)	33,510.81	1,010.81	103.11%	2,746.49
	Commercial Refuse		0.00		0.00			0.00
Total For Fund: 128			(155,500.00)	(164,500.00)	163,891.31	(608.69)	99.63 %	14,102.91
			(9,000.00)		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **413**

Monthly Comparative:

100.00%

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)	52,382.80	(17,394.20)	75.07%	3,896.84
	Personnel		0.00		0.00			0.00
112			(3,800.00)	(3,800.00)	3,600.00	(200.00)	94.74%	200.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	43,233.42	33,613.42	449.41%	3,050.35
	Part-Time Personnel		0.00		0.00			0.00
134			(217.00)	(217.00)	216.56	(0.44)	99.80%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(6,512.00)	(6,512.00)	7,496.62	984.62	115.12%	538.49
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(34,539.00)	(34,539.00)	15,664.73	(18,874.27)	45.35%	1,143.36
	Hospital And Health Insurance		0.00		0.00			0.00
143			(2,627.00)	(2,627.00)	1,940.80	(686.20)	73.88%	142.57
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	1,000.13	500.13	200.03%	0.00
	Employee Education And Training		0.00		0.00			0.00
170			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Fees		0.00		0.00			0.00
241			(40,500.00)	(40,500.00)	33,257.24	(7,242.76)	82.12%	0.00
	Electric		0.00		0.00			0.00
244			(6,000.00)	(6,000.00)	3,610.75	(2,389.25)	60.18%	0.00
	Gas		0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	3,511.15	(2,488.85)	58.52%	347.64
	Telephone And Other Communications		0.00		0.00			0.00
260			(15,000.00)	(15,000.00)	6,269.56	(8,730.44)	41.80%	0.00
	Repair And Maintenance Services		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(2,500.00)	(2,500.00)	7,360.65	4,860.65	294.43%	65.99
	Operating Supplies		0.00		0.00			0.00
322			(15,000.00)	(15,000.00)	18,460.82	3,460.82	123.07%	984.11
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			(1,000.00)	(1,000.00)	150.85	(849.15)	15.09%	150.85
	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)	6,675.50	(34,324.50)	16.28%	692.00
	Capital Outlay		0.00		0.00			0.00
52114	Transmission And Distribution							
110			(37,980.00)	(37,980.00)	35,127.94	(2,852.06)	92.49%	3,243.28
	Personnel		0.00		0.00			0.00
112			(4,600.00)	(4,600.00)	6,008.10	1,408.10	130.61%	463.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	9,047.19	(572.81)	94.05%	440.30
	Part-Time Personnel		0.00		0.00			0.00
134			(108.00)	(108.00)	108.28	0.28	100.26%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(4,117.00)	(4,117.00)	3,935.29	(181.71)	95.59%	316.33
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(22,334.00)	(22,334.00)	2,300.14	(20,033.86)	10.30%	119.70
	Hospital And Health Insurance		0.00		0.00			0.00
143			(1,538.00)	(1,538.00)	768.43	(769.57)	49.96%	128.98
	Retirement - Current		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
260			(1,000.00)	(1,000.00)	5,653.87	4,653.87	565.39%	0.00
		Repair And Maintenance Services	0.00		0.00			0.00
291			(240.00)	(240.00)	522.00	282.00	217.50%	0.00
		Physical/Drug Testing	0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	1,084.42	84.42	63.60%	0.00
		Operating Supplies	0.00		0.00			0.00
322			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
329			0.00	0.00	450.00	450.00	No Budget	0.00
		Other Oper. Supplies	0.00		0.00			0.00
331			(9,000.00)	(9,000.00)	8,255.70	(744.30)	91.73%	217.21
		Fuel Charges	0.00		0.00			0.00
332			(3,000.00)	(3,000.00)	3,470.14	470.14	115.67%	293.01
		Motor Vehicle Parts	0.00		0.00			0.00
338			(26,000.00)	(26,000.00)	29,614.30	3,614.30	113.90%	3,940.86
		Repair Parts For Water Or Sewer Lines, Meters,	0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	1,331.55	331.55	133.16%	0.00
		Consumable Tools	0.00		0.00			0.00
391			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Water Meters	0.00		0.00			0.00
900			(44,000.00)	(44,000.00)	26,619.87	(17,380.13)	60.50%	1,256.37
		Capital Outlay	0.00		0.00			0.00
934			(15,000.00)	(15,000.00)	9,172.80	(5,827.20)	61.15%	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)	16,761.40	(2,356.60)	87.67%	1,559.20
		Personnel	0.00		0.00			0.00
112			(6,600.00)	(6,600.00)	2,662.00	(3,938.00)	40.33%	448.54
		Over-Time Personnel	0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(9,620.00)	(9,620.00)	8,587.12	(1,032.88)	89.26%	427.35
	Part-Time Personnel		0.00		0.00			0.00
134			0.00	0.00	108.28	108.28	No Budget	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(2,761.00)	(2,761.00)	2,129.55	(631.45)	77.13%	183.89
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(11,513.00)	(11,513.00)	7,209.06	(4,303.94)	62.62%	752.75
	Hospital And Health Insurance		0.00		0.00			0.00
143			(921.00)	(921.00)	316.62	(604.38)	34.38%	69.87
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	285.00	(215.00)	57.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(1,300.00)	(1,300.00)	985.52	(314.48)	75.81%	0.00
	Electric		0.00		0.00			0.00
260			(7,500.00)	(7,500.00)	18,158.95	10,658.95	242.12%	2,069.66
	Repair And Maintenance Services		0.00		0.00			0.00
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	659.86	(340.14)	65.99%	0.00
	Operating Supplies		0.00		0.00			0.00
900			(10,000.00)	(16,500.00)	13,588.04	(2,911.96)	82.35%	0.00
	Capital Outlay		(6,500.00)		0.00			0.00
934			(815,140.00)	(815,140.00)	102,242.86	(712,897.14)	12.54%	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)	81,412.38	16,815.38	126.03%	6,528.20
	Personnel		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
112			(6,100.00)	(6,100.00)	3,161.76	(2,938.24)	51.83%	200.00
		Over-Time Personnel	0.00		0.00			0.00
134			(2,008.00)	(2,008.00)	108.28	(1,899.72)	5.39%	0.00
		Christmas Bonus	0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Certification Bonus	0.00		0.00			0.00
141			(5,677.00)	(5,677.00)	6,404.35	727.35	112.81%	509.64
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	25,300.69	7,573.69	142.72%	2,065.15
		Hospital And Health Insurance	0.00		0.00			0.00
143			(4,319.00)	(4,319.00)	4,183.57	(135.43)	96.86%	355.10
		Retirement - Current	0.00		0.00			0.00
148			(500.00)	(500.00)	900.00	400.00	180.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
170			(4,000.00)	(4,000.00)	3,217.50	(782.50)	80.44%	350.00
		Fees	0.00		0.00			0.00
241			(35,000.00)	(35,000.00)	29,488.71	(5,511.29)	84.25%	0.00
		Electric	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	5,039.73	39.73	100.79%	623.91
		Telephone And Other Communications	0.00		0.00			0.00
260			(16,500.00)	(16,500.00)	19,898.18	3,398.18	120.60%	565.30
		Repair And Maintenance Services	0.00		0.00			0.00
295			(15,000.00)	(15,000.00)	14,135.15	(864.85)	94.23%	2,358.94
		Landfill Services	0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	3,104.34	(6,895.66)	31.04%	118.38
		Operating Supplies	0.00		0.00			0.00
322			(21,000.00)	(21,000.00)	23,189.18	2,189.18	110.42%	5,548.37
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
326			(5,000.00)	(5,000.00)	6,270.22	1,270.22	125.40%	607.95
		Clothing And Uniforms	0.00		0.00			0.00

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

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Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
329			0.00	0.00	604.87	604.87	No Budget	86.41
	Other Oper. Supplies		0.00		0.00			0.00
934			0.00	(15,000.00)	14,219.25	(780.75)	94.80%	0.00
	Drainage, Water Supply And Storage, Sewage		(15,000.00)		0.00			0.00
52316 Customer Accounting & Collection								
211			(6,000.00)	(6,000.00)	7,118.50	1,118.50	118.64%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
255			(14,000.00)	(17,000.00)	19,659.24	2,659.24	115.64%	0.00
	Data Processing Services		(3,000.00)		0.00			0.00
52317 Administrative & General Expenses								
110			(99,999.00)	(99,999.00)	109,170.52	9,171.52	109.17%	15,038.67
	Personnel		0.00		0.00			0.00
111			(9,000.00)	(9,000.00)	8,076.78	(923.22)	89.74%	692.30
	Secretary/Treasury Personnel		0.00		0.00			0.00
112			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			0.00	0.00	448.20	448.20	No Budget	0.00
	Part-Time Personnel		0.00		0.00			0.00
133			(750.00)	(750.00)	375.00	(375.00)	50.00%	0.00
	City Bonus		0.00		0.00			0.00
134			(217.00)	(217.00)	216.56	(0.44)	99.80%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(6,000.00)	(6,000.00)	6,750.00	750.00	112.50%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(8,566.00)	(8,566.00)	9,499.11	933.11	110.89%	1,197.86
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	19,347.93	1,620.93	109.14%	1,465.86
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,597.00)	(6,597.00)	6,594.72	(2.28)	99.97%	899.34
	Retirement - Current		0.00		0.00			0.00

City of Norris
Statement of Expenditures and Encumbrances
June 2024

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
146			(10,100.00)	(10,100.00)	8,346.00	(1,754.00)	82.63%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(500.00)	(500.00)	2.25	(497.75)	0.45%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(500.00)	(500.00)	125.00	(375.00)	25.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
220			(1,250.00)	(1,250.00)	2,992.81	1,742.81	239.42%	608.16
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
235			(3,000.00)	(3,000.00)	2,667.76	(332.24)	88.93%	30.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			(800.00)	(800.00)	608.95	(191.05)	76.12%	0.00
		Advertising	0.00		0.00			0.00
250			(88,275.00)	(92,375.00)	99,763.71	7,388.71	108.00%	14,607.06
		Professional Services	(4,100.00)		0.00			0.00
252			(800.00)	(800.00)	586.15	(213.85)	73.27%	0.00
		Legal Services	0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	13,782.15	782.15	106.02%	0.00
		Accounting And Auditing Services	0.00		0.00			0.00
256			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Consultant's Services	0.00		0.00			0.00
280			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
310			(2,500.00)	(2,500.00)	2,401.54	(98.46)	96.06%	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)	(29,964.00)	29,905.00	(59.00)	99.80%	0.00
		Liability Insurance	(7,900.00)		0.00			0.00
555			(2,000.00)	(2,000.00)	1,845.38	(154.62)	92.27%	0.00
		Bank Service Charges	0.00		0.00			0.00

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City of Norris
Statement of Expenditures and Encumbrances
June 2024

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Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
734			0.00	0.00	1,957.94	1,957.94	No Budget	0.00
	Customer Reimbursement		0.00		0.00			0.00
900			0.00	(41,000.00)	30,196.63	(10,803.37)	73.65%	0.00
	Capital Outlay		(41,000.00)		0.00			0.00
948			(3,000.00)	(3,000.00)	4,117.35	1,117.35	137.25%	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)	(2,040,605.00)	1,149,189.20	(891,415.80)	56.32 %	82,224.00
			(77,500.00)		0.00			0.00

City of Norris
Statement of Revenues - City
June 2024

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Fund : **110** General Fund

Monthly Comparative

100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
31111	Real Property Taxes (Current)	703,000.00	0.00	(753,256.65)	(50,256.65)	-7.15%
31112	Personal Property Taxes (Current)	73,000.00	0.00	(7,181.36)	65,818.64	90.16%
31120	Public Utilities Property Tax (Current)	6,800.00	0.00	(4,914.00)	1,886.00	27.74%
31200	Property Taxes (Delinquent)	10,000.00	(4,585.74)	(24,501.92)	(14,501.92)	-145.02%
31300	Int, Penalty, And Court Cost On Prop Tax	1,800.00	0.00	(3,072.30)	(1,272.30)	-70.68%
31511	Pay In Lieu Of Tax -Electric Utilities	18,000.00	(1,033.10)	(12,397.14)	5,602.86	31.13%
31600	Local Option Sales Tax	262,000.00	(22,898.80)	(277,319.39)	(15,319.39)	-5.85%
31710	Wholesale Beer Tax	61,500.00	(177.71)	(37,523.22)	23,976.78	38.99%
31720	Wholesale Liquor Tax	44,000.00	(1,244.56)	(36,768.56)	7,231.44	16.44%
31730	Mixed Drink Tax	2,700.00	(752.50)	(10,152.37)	(7,452.37)	-276.01%
31800	Business Taxes	14,000.00	(3,014.67)	(16,049.84)	(2,049.84)	-14.64%
31912	Cable TV Franchise Tax	22,000.00	0.00	(10,137.09)	11,862.91	53.92%
31920	Room Occupancy Tax	0.00	(23.60)	(47.20)	(47.20)	No Budget
32210	Beer Licenses	1,200.00	0.00	(900.00)	300.00	25.00%
32410	Animal Registration	1,000.00	(89.00)	(598.00)	402.00	40.20%
32600	Building And Related Permits	12,415.00	(595.00)	(12,750.50)	(335.50)	-2.70%
33400	Police Supplements - State Grant	87,600.00	0.00	(76,802.82)	10,797.18	12.33%
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	(16,915.45)	(198,274.56)	(8,274.56)	-4.36%
33520	State Income Tax	10,500.00	0.00	0.00	10,500.00	100.00%
33530	State Beer Tax	736.00	0.00	(317.65)	418.35	56.84%
33552	State-City Streets And Transportation	3,234.00	(243.65)	(2,927.94)	306.06	9.46%
33558	State- Transportation Modern Act	0.00	0.00	(47.83)	(47.83)	No Budget
33590	Bank Excise Tax	4,550.00	0.00	0.00	4,550.00	100.00%
33591	Gross Receipts - Tva	19,000.00	(4,951.64)	(19,736.86)	(736.86)	-3.88%
33592	Sports Betting - State Shared Tax	1,500.00	0.00	(2,968.52)	(1,468.52)	-97.90%
33730	Tenn Safety Grant	1,000.00	0.00	(1,500.00)	(500.00)	-50.00%
33800	Local Agency Project	50,000.00	0.00	(50,000.00)	0.00	0.00%
33801	ARPA Funds	0.00	0.00	0.00	0.00	No Budget
34111	Duplicating Services	50.00	(2.55)	(6.90)	43.10	86.20%

City of Norris
Statement of Revenues - City
June 2024

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Template Name: LGC Statement of Revenues -
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Fund : **110** General Fund

Monthly Comparative

100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
34131	Administrative Services	88,275.00	0.00	(84,900.15)	3,374.85	3.82%
35110	City Court Fines And Costs	3,000.00	0.00	(1,612.50)	1,387.50	46.25%
35140	Drug Related Fines	300.00	(22.80)	(525.35)	(225.35)	-75.12%
35160	Court Fines And Costs From County Courts	200.00	0.00	(200.45)	(0.45)	-0.23%
36100	Interest Earnings	78,000.00	0.00	(59,126.86)	18,873.14	24.20%
36211	Community Building Rental	400.00	(260.00)	(2,765.00)	(2,365.00)	-591.25%
36212	Tower Rent	29,000.00	(1,328.52)	(34,814.96)	(5,814.96)	-20.05%
36213	Pavilion Rental	600.00	0.00	(540.00)	60.00	10.00%
36330	Sale Of Equipment	0.00	0.00	(5,795.00)	(5,795.00)	No Budget
36420	Osm Parking Contract	1,000.00	0.00	(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	0.00	(7,733.35)	(1,233.35)	-18.97%
36710	Recreation Comm. Donations	2,500.00	(884.00)	(6,780.82)	(4,280.82)	-171.23%
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	(967.67)	532.33	35.49%
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	(950.00)	19,050.00	95.25%
36960	Operating Transfer In From Other Funds	48,270.00	(48,290.00)	(48,290.00)	(20.00)	-0.04%
36990	Miscellaneous Refunds	1,000.00	0.00	(449.77)	550.23	55.02%
37199	Miscellaneous	65,000.00	(1,222.38)	(31,047.55)	33,952.45	52.23%
Total For Fund: 110		2,091,680.00	(108,535.67)	(1,847,702.05)	243,977.95	11.66 %

City of Norris
Statement of Revenues - City
June 2024

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Fund : **121** State Street Aid Fund

Monthly Comparative 100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
33551	State Gasoline And Motor Fuel Tax	55,900.00	(4,699.26)	(63,380.69)	(7,480.69)	-13.38%
36100	Interest Earnings	5,250.00	0.00	(5,847.82)	(597.82)	-11.39%
Total For Fund:	121	61,150.00	(4,699.26)	(69,228.51)	(8,078.51)	-13.21 %

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Fund : **123** Watershed Fund

Monthly Comparative

100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
36100	Interest Earnings	11,000.00	0.00	(10,840.32)	159.68	1.45%
36212	Tower Rent	28,000.00	(1,328.53)	(34,815.15)	(6,815.15)	-24.34%
36690	Wood Permits	42,020.00	0.00	(45,453.00)	(3,433.00)	-8.17%
36691	Hunting Permits	3,800.00	0.00	(3,700.00)	100.00	2.63%
36693	Rifle Range Permits	64,000.00	(150.00)	(62,976.00)	1,024.00	1.60%
37199	Miscellaneous	1,000.00	0.00	(2,760.00)	(1,760.00)	-176.00%
Total For Fund:	123	149,820.00	(1,478.53)	(160,544.47)	(10,724.47)	-7.16 %

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Fund : **128** Refuse/Recycle Fund

Monthly Comparative

100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
34410	Refuse Collection Charges	28,620.00	(2,451.10)	(30,164.25)	(1,544.25)	-5.40%
34430	Refuse Collection And Disposal Charges	128,952.00	(10,710.00)	(126,452.00)	2,500.00	1.94%
Total For Fund:	128	157,572.00	(13,161.10)	(156,616.25)	955.75	0.61 %

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Fund : **413** Water And Sewer

Monthly Comparative

100.00%

		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	26,603.00	0.00	(31,048.75)	(4,445.75)	-16.71%
37110	Metered Water Sales	525,000.00	(45,618.79)	(558,052.68)	(33,052.68)	-6.30%
37120	Flat Rate Water Sales To Gen Customers	4,000.00	(307.86)	(3,694.32)	305.68	7.64%
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	(390.00)	(5,380.00)	(580.00)	-12.08%
37196	Water Tap Fees	1,100.00	(600.00)	(1,150.00)	(50.00)	-4.55%
37199	Miscellaneous	2,000.00	(3,789.07)	(10,815.83)	(8,815.83)	-440.79%
37210	Sewer Service Charges	510,000.00	(45,897.98)	(527,821.29)	(17,821.29)	-3.49%
37220	Sewer Inspection Fees	550.00	0.00	(550.00)	0.00	0.00%
37290	Other Operating Rev-Sewer Stoppages	150.00	0.00	0.00	150.00	100.00%
37293	Sale Of Parts	0.00	(52.85)	(2,879.68)	(2,879.68)	No Budget
37299	Miscellaneous	500.00	0.00	0.00	500.00	100.00%
37990	Other Revenue	11,000.00	(7,250.00)	(12,750.00)	(1,750.00)	-15.91%
Total For Fund:	413	1,926,043.00	(103,906.55)	(1,154,142.55)	771,900.45	40.08 %

City of Norris
Statement of Revenues - City
June 2024

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Fund : **619** Drug Enforcement Fund

Monthly Comparative

100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
35140	Drug Related Fines	0.00	0.00	(2,976.61)	(2,976.61)	No Budget
Total For Fund:	619	0.00	0.00	(2,976.61)	(2,976.61)	100.00 %

“EXHIBIT A”

TO: Norris City Council
DATE: July 8, 2024
FROM: Adam Ledford
RE: City Manager’s Report

1. 2022-23 Year to Date (End of the Fiscal Year) Budget

Revenues and Expenditures:

- a. General fund projected revenues through June of the fiscal year totaled \$1,868,311 or 89.3% of the plan. The number was behind last year by roughly \$223,369. This shift is directly related to 2 unique revenues from last year that were not anticipated to be continuing sources (the City received \$104,000 from the County as a match associated with a project and the City received COVID direct allocation funds). If you take those 2 numbers out and factor out new grants received in the current year, organically, the current year out performed last year by roughly \$233,963.
- b. General fund expenditures of \$2,464,630 reflect 84.4% of planned expenses, adjusted for proposed budget amendments, giving consideration for annual expenditures planned at the beginning of the fiscal year, rolled over capital projects, legal fees, and anticipated 1-time capital expenditures approved for the current fiscal year. The final number is higher than last year by roughly \$662,795.
- c. General fund expended 67.5%, or \$613,291 of the updated capital expenditures plan for the fiscal year. You will notice this number primarily offsets the difference in expenditures from the previous year (leaving only a \$49,504 increase not realized in one-time activities).
- d. Water/Sewer revenues resulted in \$1,157,993 or 60.1% of the adjusted plan, however if you remove anticipated grant funds, the total represented 104.21% of organic revenue anticipated. The number outpacing last year by roughly \$94,622.
- e. Water/Sewer expenditures totaled \$1,149,193 or 58.1% of the fiscal year adjusted plan. The number more than last year by roughly \$191,660. This increase is partially driven by \$176,636 of planned capital expenditures or 17.2% of the fiscal year budget (This leaves only \$15,024 of organic expenses growth).
- f. Watershed revenues of \$162,044 represents 108.2% of adjusted fiscal year revenue expectations headed by rifle range permits, timber sales, and interest. This is an increase over last year by about \$66,819. It should be remembered that timber sales are not a regularly income, but only once every 4 to 8 years.
- g. Watershed expended \$112,367 or 72.4% of the adjustment planned budget for the fiscal year. This was a \$51,015 increase of the past year. The increase primarily resulting from the \$31,192 or 49.1% of the planned capital expenditures for the fiscal year and properly reflecting the 10% of range permits being transferred to the special fund (\$6,298).
- h. Street Aid revenues of \$69,379 presented a consistent mark beating expectations at 113.5%. This increase is driven by interest on the fund. The City recently completed a planned street improvement of \$174,145 leading to the dramatic modification in balance on hand.
- i. Solid Waste expenditures of \$163,891 reflects 99.6% of anticipated cost. Revenues finished the year at \$156,616 or 99.4% of planned.

2. Facilities Improvements

While the bigger plan for facilities has been linked to the strategic plan under consideration over the next few months, the A/C unit in the gym, which was shared in last month's report is believed to be beyond repair. Replacement estimates suggest this unit will be in the vicinity of \$36,000 to \$48,000.

One possibility for the future of the facility would lead to addition services operating out of the existing/expanded community building. In those models, the likelihood that the gym would not serve as a future garage for municipal vehicles, equipment, and/or evidence may lead to a scenario that doesn't require the entire square footage be cooled.

With the proposed outdoor pickleball expansion currently planned, I would propose operating the facility with circulating fans until long-term community building decisions are finalized.

3. CAP Update

The annual report which included the required communication on the CAP was submitted to TDEC.

4. 2024-25 Budget

The recently passed budget effective July 1, 2023 was submitted to the state prior to the end of June along with copies of all budget amendments approved for the fiscal year ending June 30, 2024.

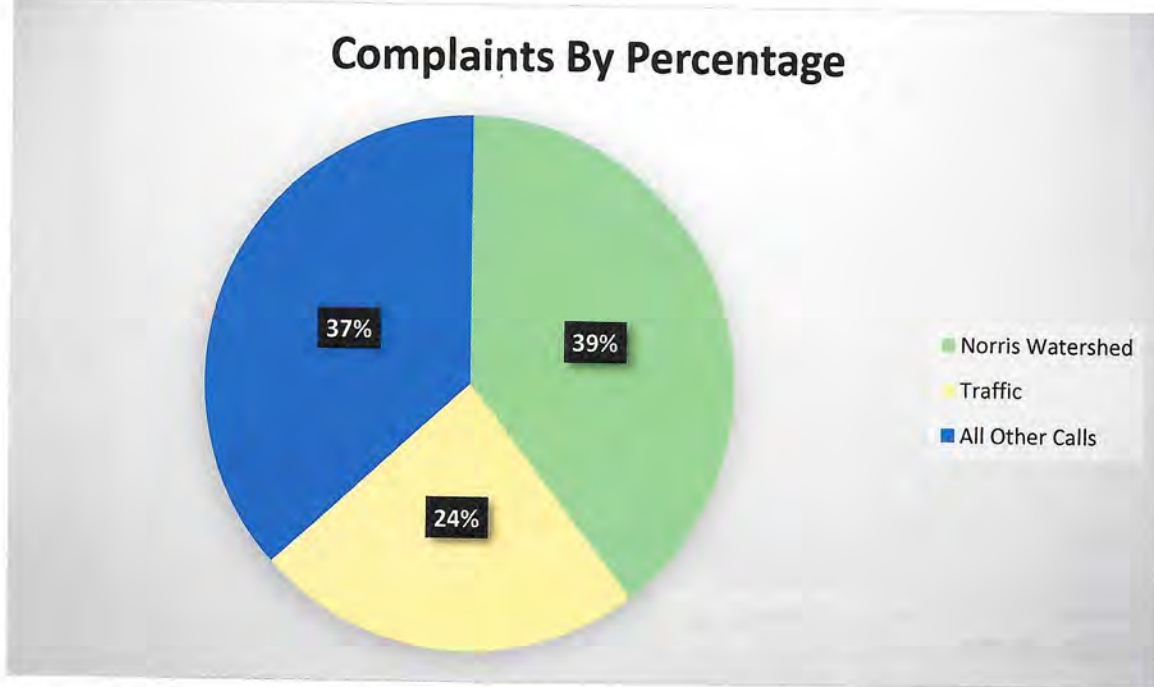
5. Codification

The planned for a recodification during 2024. Bailey and I agree it is time to begin the next phase of the process. We anticipate reaching out to MTAS before the next meeting and reviewing scheduling and cost for their services.

6. Watershed Hunt Raffle

The administration team has been working with the watershed board to organize this year's hunt raffle on August 14th.

To: Adam Ledford, City Manager
From: Mike Poole, Chief
Subject: June Monthly Report
Date: July 2, 2024



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

In the month of May, the Norris Police Department had documented a total of 483 Calls for service. Of the 483 Total entries, 173 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 78 Patrols and 31 property checks in and through the Norris Watershed. An additional 3 calls for service were answered. This accounted for a total of 113 calls for service and 41.98 Total hours spent in or on the Norris Watershed.
- The Norris Rifle Range annual membership ended for the month of year at 824.
- At the time of this report, the Norris Police Department is down two positions. We currently have applicant that is in the final stages of the hiring process. We hope we can bring him on as part of the team. We still have one position free with no viable candidates.

Mike Poole
Chief of Police



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 06/01/2024 00:00 Through 06/30/2024 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
911 HANGUP	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
ALARM -- BURGLAR	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
ALARM -- FIRE	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
ALARM -- PANIC	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
ANIMAL COMPLAINT	0	0	0	0	0	3	0	0	0	0	0	0	3	0.62
BOLO -- APB	0	0	0	0	0	4	0	0	0	0	0	0	4	0.83
BURN PERMIT	0	0	0	0	0	13	0	0	0	0	0	0	13	2.69
BUSINESS CHECK	0	0	0	0	0	50	0	0	0	0	0	0	50	10.35
BUSINESS CHECK WALK THRU	0	0	0	0	0	20	0	0	0	0	0	0	20	4.14
CASE FOLLOW-UP	0	0	0	0	0	5	0	0	0	0	0	0	5	1.04
CIVIL PAPER	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
DISABLED VEHICLE	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
DISTURBANCE	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
DOMESTIC PROBLEM	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
EDP -- MENTAL PERSON	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
(EMS) ALTERED MENTAL STATUS	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
(EMS) BREATHING DIFFICULTY	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
(EMS) BURN	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
(EMS) CPR IN PROGRESS	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
(EMS) DIABETIC EMERGENCY	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
(EMS) FALL	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
(EMS) STROKE	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
(EMS) SUICIDAL/SUICIDE ATTEMPT	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
(EMS) UNCONSCIOUS/UNRESPONSIVE	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
EXTRA PATROL	0	0	0	0	0	5	0	0	0	0	0	0	5	1.04
EXTRA PATROL	0	0	0	0	0	59	0	0	0	0	0	0	59	12.22
FIRE ALARM COMMERCIAL	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
(FIRE) SERVICE CALL-INVESTIGATION	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 06/01/2024 00:00 Through 06/30/2024 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
INTOXICATED DRIVER	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
INVESTIGATION BY OFFICER	0	0	0	0	0	4	0	0	0	0	0	0	4	0.83
LIFT ASSIST	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
MVA -- NON-INJURY	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
MVA -- PROPERTY DAMAGE	0	0	0	0	1	1	0	0	0	0	0	0	1	0.21
OFFICER ASSIST	0	0	0	0	1	1	0	0	0	0	0	0	1	0.21
OUT FOR VEHICLE MAINTENANCE	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
OUT - POLICE BUSINESS	0	0	0	0	0	6	0	0	0	0	0	0	6	1.24
OUT TRAINING	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
PROPERTY CHECK	0	0	0	0	0	76	0	0	0	0	0	0	76	15.73
PUBLIC ASSIST	0	0	0	0	0	5	0	0	0	0	0	0	5	1.04
SPECIAL ASSIGNMENT	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
STATIONARY OBSERVATION	0	0	0	0	0	5	0	0	0	0	0	0	5	1.04
SUICIDAL PERSON	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
SUSPICIOUS ACTIVITY	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
SUSPICIOUS PERSON	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
SUSPICIOUS VEHICLE	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
SUSPICIOUS VEHICLE	0	0	0	0	0	3	0	0	0	0	0	0	3	0.62
THEFT -- SHOPLIFTING	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
THEFT -- VEHICLE	0	0	0	0	0	2	0	0	0	0	0	0	2	0.41
TRAFFIC COMPLAINT	0	0	0	0	0	13	0	0	0	0	0	0	13	2.69
TRAFFIC CONTROL	0	0	0	0	0	4	0	0	0	0	0	0	4	0.83
TRAFFIC ENFORCEMENT	0	0	0	0	0	50	0	0	0	0	0	0	50	10.35
TRAFFIC HAZARD	0	0	0	0	0	4	0	0	0	0	0	0	4	0.83
TRAFFIC STOP	0	0	0	0	0	13	0	0	0	0	0	0	13	2.69
VANDALISM	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
WANTED PERSON -- ADULT	0	0	0	0	0	1	0	0	0	0	0	0	1	0.21
WATER SHED PATROL	0	0	0	0	0	78	0	0	0	0	0	0	78	16.15



NORRIS POLICE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 06/01/2024 00:00 Through 06/30/2024 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
WELFARE CHECK	0	0	0	0	0	11	0	0	0	0	0	0	11	2.28
Totals:	0	0	0	0	0	483	0	0	0	0	0	0	483	



Norris City Council Packet
 July 8, 2024
NORRIS FIRE DEPARTMENT

CAD Summary Statistics By Nature (by Month)

Received Dates From 06/01/2024 00:00 Through 06/30/2024 23:59

Description	Jan	Feb	Mar	April	May	June	July	Aug	Sep	Oct	Nov	Dec	Total	% Total
ALARM -- FIRE	0	0	0	0	0	1	0	0	0	0	0	0	1	3.57
DISABLED VEHICLE	0	0	0	0	0	1	0	0	0	0	0	0	1	3.57
(EMS) BREATHING DIFFICULTY	0	0	0	0	0	4	0	0	0	0	0	0	4	14.29
(EMS) BURN	0	0	0	0	0	1	0	0	0	0	0	0	1	3.57
(EMS) CHEST PAIN/HEART PROBLEMS	0	0	0	0	0	6	0	0	0	0	0	0	6	21.43
(EMS) CPR IN PROGRESS	0	0	0	0	0	1	0	0	0	0	0	0	1	3.57
(EMS) FALL	0	0	0	0	0	2	0	0	0	0	0	0	2	7.14
(EMS) SEIZURES	0	0	0	0	0	2	0	0	0	0	0	0	2	7.14
(EMS) STROKE	0	0	0	0	0	3	0	0	0	0	0	0	3	10.71
FIRE ALARM COMMERCIAL	0	0	0	0	0	2	0	0	0	0	0	0	2	7.14
(FIRE) SERVICE CALL-INVESTIGATION	0	0	0	0	0	2	0	0	0	0	0	0	2	7.14
LIFT ASSIST	0	0	0	0	0	1	0	0	0	0	0	0	1	3.57
MVA -- INJURY	0	0	0	0	0	2	0	0	0	0	0	0	2	7.14
Totals: 0	0	0	0	0	0	28	0	0	0	0	0	0	28	

VI. Continuing OLD Business:

0-1: Benny Carden Memorial: Supt. Wilkerson reports the plaque has been received and a frame is being built and donated for installation, then it can be placed in the Norris Community Building.

0-2: WTP-Telemetry/Tank Project: Supt. Wilkerson reports no new updates, reviewing is still under investigation, currently NWC is back to hardwire telemetry. Also see #6-Supt Report

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

SEWER Rehab Projects:

Short Term STP Upgrades: (July 2024)

Letter of REQUEST to TDEC requesting of delaying SHORT-TERM Improvements was APPROVED by Michael Landcaster, TDEC as long as effluent results are in compliance.

Also see #5 Supt Report pertaining to WWTP

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

0-5: Collection System:

- Customer identified sites-Completed by customers- Response: _18_Qty-continuing to communicate with customers
- NWC is reviewing Public Identified issues/NWC side
- On-going

0-6: Cross Connection: (RPBP) working progress for next several months by Operators Xan Ridenour and Cameron Scott

0-7: Galvanized Pipe replacement/Eliminate Projects

- **NWC IS -IN PROGRESS**, Final inventory is required to be developed and submitted to TDEC no later than Oct. 16, 2024
- **LSLI GRANT APPLICATION: \$250,000**-Received

0-8: Wastewater Regionalization Study-(Grant awarded notification \$ 3.3 M with a match of \$177,000) Open for discussion

0-9: Alt. Water Supply: Open

***0-10: Shoring Panels: Supt Wilkerson** reports to the Board and City Council that the excavation trench panels were used and work GREAT. The Team of the NWC staff appreciates the panels for safety. Supt. Wilkerson reports that "yes" takes more excavating and labor-BUT Safety Is First!! Thank You.*See Provided Picture at meeting

0-11:Vehicle: Supt Wilkerson is in process of reviewing options of a ¾ ton or 1 ton vehicle to replace the 2005 Chev 4x4, continued. No new Update. Will proceed in July 2024

VII. REPORTS

To: Norris Water Commission Board

From: Tony Wilkerson, Waterworks Superintendent

Date: June 17, 2024

RE: **R-1-Superintendent Report**

R-1a.

1. **Water Pumped MG/Sold/% loss**—See attached
Sold to ACWA: Alley 633,500/Alley Rd 405,700/Reservoir Road 1,197,600 – - - each location
2. **Water Budget**-see financial report see attached in packet
3. **Rainfall MAY 7.26” @Water Treatment Plant ”- 26.0 inches YTD Source ok presently**
4. **Operations Building/Equipment Shed.**
NWC Team has been working on installing the side panels of the equipment storage blding.
5. **. WWTP-Non-Compliance- (2) VIOLATIONS in month of May**
Diverted: 5-9-2024 -received 3.43” of rain
5-26-2024-received 1.89” of rain
 - a. Dailey Inspections (84 points to inspect) and Operations
 - i. Recorded Dailey on Log Book and Computer
 - ii. Dailey Testing performed
 - iii. Monthly Reports-NWC Emor/DMR/NDSP Report(3 reports-16 hrs)
 - b. **WWTP-Training-** May 2024 Xan Ridenour in training at STP-Performing Very Well!!
 - c. **Press Sludge-** 6 times this month.
 - d. **Supernatant-** 2 times
 - e. **Pumped Aeration to Digester-** 6 times mth
 - Tons of sludge hauled-1 (7.09 tons)
 - **Rain:- 7.96 inches of rainfall recorded at Wastewater Treatment Plant**
 - Ferm Zone-Dailey mixing/logging
 - Fill PT-190 /Bleach Barrel (chemical barrels-TP and filamentous protection)
 - Ground Maintenance-2 mth
 - EPA Nutrient Removal Case Study Project-Norris, TN-Doug Snelson, Senior Operator and Tony Wilkerson, Supt attended a slide presentation with EPA administrators and Grant Weaver and discussed Norris STP Operation and HOW Norris Operators reduced TN/TP and the delisting of Buffalo Creek. Future Meeting with EPA is scheduled for an on-site visit to Norris in JULY 2024.
6. **WTP-Water Plant:**
 - a. -Reports-Monthly-to TDEC completed (5 monthly-16 hrs)
 - b. -Dailey Inspections conducted (7 days a week) morning-evening inspection (52 points of inspection each time entered the plant) (Sometimes up to 3 times of inspections dailey

R-1b.

- 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- 7 times this month-Requires 6 hours each BW. (coating)
 - i. -Adam Roberson-is training in the operations of the WTP/Distribution System- Performing Well.
Water Samples Collected: Backwash aluminum -SOC samples collected 5-30-2024/THM&Haa5 samples collected 5-22-2024-Sent to Lab-TDEC required
- f. Ground Maintenance- 2 day this month and Reservoir Hill and Spring
- g. Telemetry -working thru the issues-back to hard wired
- h. Chart Recorder-Malfunction-under review-NEED to purchase a new chart recorder-we installed an older equipment and currently figuring Pumpage manually. Until we receive the correct NEW chart recorder. Est. Cost \$6340.00
- i. **Alarms: WTP**
5-8-24-Plant Power-8:00 PMOT/CS
5-22-24-Power Failure-OT/CS and TW-CUB was called-came restored power-8PM-12 Midnight
5-27-2024-Rain Event-(Holiday) OT/DS-9:30am-11:30am and another Turbidity alarm 10:45pm-12 Midnight

6. Distribution System:

- a. -Read Meters/Rereads-4 day
- b.-Bact Samples-Collected 2-regular
- c.-Spring – checked 3 times this month
- d. -Service Calls- for the month of MAY 2024 ____ Qty
- e. Water Valves Inspection-XR/AR-identifying and inspecting (Starting)
- f. 62 Dairy Pond Road—water leak repair-service line-replaced tap saddle-8hours
- g. 176 Oak Road: --Installed Fire Hydrant-Completed
- h. Meter Pits: ACWA (Reservoir Road, Alley Rd x2), TVA and NDSP-READ DAILY
- i. Fire Hydrant-Prep -for Oak Road installation
- j. Oak Road Pool Line-Installed /Completed NEW water line and RPBP-concreted section
- k. SPRING: NWC Team removed a fallen tree out of roadway to spring
- l. 174 Oak Rd: replaced broken yoke valve
- m. SERVICE CALLS-total 90

Check Meter for leak on customer:	4	Install meter:	4
Check Pressure:	2	Read/leave On:	20
Meter Change Out:	4	TN811	:40
- n. Norris Middle School: Fire Line Bursted
DS/TW-responded 5:30am-OT

R-1c.

7. Flushing Program: NWC Team flushed -Orchard Road, Oak Road-Pine Road -West Circle and 2 on Dairy Pond Road

8. Sewer Collection System:

- Sewer stoppages- Supt has a copy and will provide upon request

-Sewer Lift Stations x2- Hickory Trail-checked daily

9. Training/Health & Safety

- May 23, 2024-TWWA meeting – Supt Wilkerson and Operators Cameron, Xan and Adam attended 4 hrs-Regulation Updates-Lafollette TN

-Utilized Shoring Panels-Sewer Project

10. Equipment: service trucks-check weekly

2015-checked-ok

2021 -GMC-checked -ok

2009- F150-checked-ok

1995 Dumptruck-check weekly

Issue-slave cylinder-have to have it checked-keeping fluid topped off-pending

Backhoe-OK

Sewer machine-check weekly

E48 Bobcat-Track hoe: hose blown out

: Bobcat performed 50 hr Maintenance on the machine

: Bobcat installed backup camera and repaired hose



NORRIS WATER COMMISSION MEETING MINUTES
May 20, 2024

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

Absent:

Water Superintendent: Tony Wilkerson

- I. **Call to Order:** The meeting was called to order by Chuck Nicholson at 6:00 pm.
- II. **Approval of the Agenda** – No action was taken at this time.
- III. **Hear the Public** – No public input.
- IV. **Minutes**
 1. **April 15, 2024 NWC Minutes**

A motion was made by Bill Grieve and seconded by Loretta Painter **to approve the April 15, 2024 meeting minutes** as presented.
The proposal passing on a vote of 3 to 0 as follows:
Yes: Loretta Painter, Bill Grieve, Chris Mitchell
Abstain: Chuck Nicholson, Will Grinder
- V. **New Business**
 1. **Norris Day**

Superintendent Wilkerson spoke on plans for hosting a booth again this year for the event.
 2. **SRF Applications**

Adam Ledford notified the Board that copies of SRF letters were in their packet and explained how certain projects were selected to move forward.
- VI. **Old Business**
 1. **Benny Carden Memorial**

Superintendent Wilkerson reported materials were on order and should arrive the week of June 7th. The need to organize a dedication was discussed.
 2. **Activities at the Water Treatment Plant**

Superintendent Wilkerson reported the telemetry is still being tested. He further reported the chart reporter has failed. An older model is being used until a new reporter can be acquired. The high service pump #1 had required repairs over the last month.
 3. **Activities at the Wastewater Treatment Plant**

Superintendent Wilkerson warned the Board that bypass violations will be reported for the month of May during the July meeting. His report concluded with an explanation of the upcoming visit from the EPA related to successes at the facility.

4. **Water Distribution**
Superintendent Wilkerson updated on a recent tap and repairs of a fire hydrant.
5. **Sanitary Sewer Collection System**
Superintendent Wilkerson reported on plans to do work on Pine and East Circle.
6. **Cross Connection Management System**
Superintendent Wilkerson reported the annual process is completed. He reported that he now has 2 certified in this area.
7. **Galvanized Pipe Project**
Superintendent Wilkerson reported he had completed about 25% of the survey required as part of the deadline later this year.
8. **Wastewater Regionalization Study**
Adam Ledford reported that a launching meeting for all stakeholders was scheduled for June 4th, further details would be provided by email.
9. **Alternative Water Supply Study**
No comments of action taken on this topic.

VII. **Reports**

1. **Superintendent Report:** The report is herein attached as part of these minutes. Superintendent Wilkerson shared repairs to the backhoe.
2. **April Financial/Budget Report:** The report is herein attached as part of these minutes. Adam Ledford presented details of the proposed.
3. **April Unaccounted-for Water Report:** The report is herein attached as part of these minutes.

- VIII. **Adjournment: 7:19 p.m.**, Motion by Bill Grieve and seconded by Loretta Painter to adjourn, All: AYE

**CITY OF NORRIS
DEPARTMENT OF PUBLIC WORKS
MONTHLY REPORT
June Year 2024**

Community building Maint.	18.5
Public Works Building Maint.	2
Public Safety Building Maint.	4
McNeeley Building Maint.	14
Lions Pavilion & Gazebo	4
Equip. & Vehicle Maintenance	54
Watershed, Rifle Range, Trash & Litter	132
Street and Roads	86
Mowing	137
Sidewalks	10
Leaf Collection	0
Brush Pickup, Pruning, Mulching, Tree Work	108
Drainage (Gutter/Basins) Maintenance	4
Eric Harold Park	2
Oak Road Park	2
Ridgeway Park	2
Town Clean Up/ garbage, Litter in Town	24
Animal control	10
Signs repair and replace	2
Tree Commission	0
Volunteer Fire Dept.	0
Overtime	4.5
Administration Work	10

Loads	
0	Leaves
18	Brush
0	Chips

Vehicle Report	Current Mileage	Miles for the Month
2017 Chev	64933	728
2013 Chev	57632	413
2000 Ford	n/a	
2005 Dump Truck	57570	0
2022 Kenworth	2674	n/a

Equipment Report

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

PUBLIC WORKS MONTHLY REPORT
Month & Year Work Completed
Page 2

1 Community

a)

2 Community Building

- a) Weekly cleaning and set ups
- b) mow as needed

3 McNeeley Municipal Building

- a) Weekly cleaning
- b) mowing weekly
- c)

4 Lion's Pavillion and Gazebo

- a) Trash in trash cans picked up weekly

5 Vehicles and Equipment

- a) Monthly checklist performed
- b) kubota side by side repaired
- c) pole saw repaired
- d) tires ordered for two mowers

6 Public Works Building

- a) Weekly cleaning

7 Public Safety Building

- a) mow as needed

7 Drainage

- a) Cleaned as needed
- b) Deer Ridge drainage grate foundation repaired

8 Streets / Sidewalks / Right of Ways

- a) Brush pick up
- b) Pot Holes and Water Dept cuts filled
- c) Trees cut Oak Rd and McNeeley Bld
- d) Stumps ground around town

9 Parks

- a) Mow as needed

10 Watershed

- a) Water shed summer trail work being done
Rifle Range
 - 1) 2 boards and mowed 6/6/2024
 - 2) 1 board 6/13
 - 3) 2 boards 6/20
 - 4) 2 boards 6/27

11 Brush Dump

1)

12 Animal Control

- a) Animals fed in the morning daily and walked if needed
- b) mow shelter as needed
- c)

13 Comments:

Parks and Recreation Director's Report

July 8, 2024

1. Concerts on the Commons carried out.
2. Early discussions regarding plan moving forward for the Creamery Park.
3. Support given to Summer Rec Program staff.
4. Still awaiting to hear back on the LPRF Grant application. State has confirmed receipt.

Improvements at Parks and Rec Facilities		
Project	Park(s)	Description
Pavilion	Oak Road Park	Structure complete; close-out in process

Norris Recreation Commission Meeting May 21st, 2024

NRC Members: Lisa Higginbotham(1/26), Brianne Kibler (1/27), Elizabeth Mason (1/27), Sarah Miceli (1/25), Kim Hill (1/25), Chuck Nicholson (12/24), Chris Mitchell (12/24)

Members in Attendance: Lisa Higginbotham, Brianne Kibler, Elizabeth Mason, Sarah Miceli, Kim Hill, Chuck Nicholson

Members Not in Attendance: Chris Mitchell

Guests: Bill Ross, Loretta Painter, Pam Turner, Tyler Moore,

Call to Order: 7:00 pm

Approve Minutes: April meeting minutes approved at Special Called Recreation Workshop.

Old Business:

1. Park & Rec Director Report: (Bailey Whited)
 - Park Updates: improvements have slowed down due to mowing season. Pavilion roof at Oak Road Park roof is supposed to be seamless, was not installed, will be fixed.
Water Fountains- currently EHP is only park with water fountain. No current plan on fixing/replacing
Picnic tables: Brianne note one picnic table at ORP is damaged
 - Budget Update: no changes or revisions from last discussion.
 - LPRF Application Update: Application is ready to submit for May 22nd deadline.
2. Summer Concert on the Commons/ Food Trucks: Bailey confirmed that documents have been signed to confirm all Summer Concert bands.. Brianne: how many food trucks do we think we need. 2 food trucks is the consensus, plus Kona Ice or a dessert truck. Should we have food trucks for the night of July 4th – not for this year. Brianne was approached to see if we would be willing to host a concert on June 28th for community concerts – not this time. Bailey shared NRC would have greater flexibility next year as the Rec Commission would have control over selecting bands/dates/etc.
3. Summer Recreation Program: Brianne is a bit behind on the calendar completion. Plan is to finish it this week and post it by Saturday. “Saturday sign-ups” will be booked for Wed 5/29 and Sat 6/1. AACC are using grant money to do 5-6 events this year at no cost to participants or NRC. Currently assessing yoga and slacklining options per previous years Staff ready to go – Zac and Rachel started today. First program is June 4th. Basketball court at Oak Road will be power washed and re-stripped (volunteer).
4. Norris Disc Golf/ Pickleball: (Tyler) proposing a private disc golf event to benefit the Norris Animal Shelter, adoption event tied in, get more people onto the course and bring outside people in to play. Could become a weekly event on the disc golf calendar. This activity is for all ages and events would bring people to the community. Parameters for the event: would need more loaner discs, permission to use the course on given dates at given times. \$5 entry fee or donation for particular shelter needs, ACE hit holes 50/50 winner and shelter divides funds. Invite businesses to contribute for entry fees and player packs. Tyler could do the advertising. Bailey: will look into logistics on entry fees and donations along with liabilities. May need to make it a “donate” and play (and people who couldn’t donate could still play. Lisa: would like the animal shelter commission to be very involved. Would like to see a written proposal with all of the details. Would like the animal shelter commission to be in on approving it. Pam: bigger donations via check could likely be tax deductible. Bailey will reach out to the animal shelter

commission and loop Tyler in via email and will look into the financials and rules. Tyler will submit a written proposal.

Middle school pickleball has ended for the season this week. Thursday all ages play at 6pm and Saturday all ages play at 10am.

5. Evaluating Park & Rec Program User Needs: Kim: presented ideas for evaluating user wants and needs for recreation programming. Handed out packet. Topic was regarding information-finding and how that would work. Lisa suggested that this type of meeting occur when our programs aren't during their busiest times, such as Fall. Brianne would like to discuss further and put a plan together. Keep as an agenda item and focus in on the planning process for date, format and advertising.
6. Norris Lions Club Workday Coordinator: graffiti at Eric Harold Park. Carey was checking the pool edge at Oak Road Park. Bailey will touch base on both issues. Work day deferred at this time.
7. Adopt a Park Program Coordinator: deferred at this time
8. Norris Recreation Commission Ordinance Review: deferred at this time

New Business:

1. Swing/ Slide Rubber Mat Purchase: Quote Increase: mats are very heavy and shipping is very expensive. \$2,500 was amount asked to be approve, but \$2,650 will be the cost. Need motion to approve the extra \$150 for the purchase. Elizabeth made the motion to approve and Lisa seconds, all in favor.
2. Norris Creamery Update: per Bailey this has not been a high-priority item. Spoke with Spencer, who would like to still be involved. Comfortable with how the project scope has decreased that it can be done. Not performed by in-staff labor so there's more coordination needed. Chuck would like a push to get the project moving.
3. Advertising Recreation Events: Kim would like to see sandwich board advertising for Norris events. Kim is willing to do the writing and updating of the boards. Might add that committee felt it may be a better option to post activities on the bulletin weekly or monthly, and that I am willing to do this. I think we also talked about making this list available in hard copy at the Library and posting on their new website.
4. Disc Golf Course Expansion: Bill Ross: our disc golf course, seeing 5-10k rounds per year. Ranked #1 9-hole disc golf course within 100 mile radius and #2 within 250 mile radius. Gave demographics on players. Gave list of short falls and advantages of our course according to surveys on New Disc. 10-15k to add another 9 holes. Has scouted land to develop (bottom land) for 9 more holes. Proposal is to see if there is any interest in Bill approaching the 7 property owners and gauge their feelings on developing the land in the area of their homes and report back to us. All course expansion labor would be volunteer. Commission agrees that exploring it won't hurt.

Next Meeting Date: June 18th



NORRIS WATERSHED BOARD MINUTES
May 16, 2024

The following members were present:

Chairperson: Ralph Jordan	Present	3yr. Term Expiration – 6/2024
Member: Robin Sain	Present	3yr. Term Expiration – 1/2026
Member: Allen Hendry	Present	3yr. Term Expiration – 1/2026
Member: Gene Lane	Absent	3yr. Term Expiration – 1/2025
Member: Dennis Yankee	Present	3yr. Term Expiration – 6/2024
Member: Don Barger	Absent	3yr. Term Expiration – 1/2027
Member: Bill Grieve	Present	City Council Representative

Quorum Met

I. Call to Order

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

II. Approval of the Agenda

A motion was made by Allen Hendry and seconded by Bill Grieve **to approve the agenda with the addition of Springhead tree removal under Continuing Business.**

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

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

III. Minutes:

A motion was made by Bill Grieve and seconded by Dennis Yankee **to approve the minutes of the April 18, 2024 meeting with corrections to identified locations and seasonal seed.**

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

Yes: Allen Hendry, Dennis Yankee, Don Barger, Bill Grieve

Abstain: Ralph Jordan

IV. Hear the Public:

Loretta Painter – Shared communication related to fire response due to controlled burns.

V. New Business

- **Norris Day 2024** – Ralph Jordan indicated he would reach out to Lions Club to arrange for a booth again this year.

A discussion about a free raffle for a tree was led by Joe Feeman.

Robin Sain requested a budget set towards her efforts to arrange a new t-shirt.

A motion was made by Bill Grieve and seconded by Dennis Yankee **to authorize up to \$3,200 in Watershed funds to design and purchase t-shirts for Norris Day 2024.**

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

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

Ralph Jordan presented the need to fill a schedule for the event. Members volunteered as follows:

Ralph Jordan and Bill Grieve – 9 to 11

Joe Feeman and Robin Sain – 11 to 1

Allen Hendry and Gene Lane – 1 to 3

- **Setting Dates and Details for the 2024 Quota Deer Hunts and Drawings**
Ralph Jordan spoke on a document he had provided suggesting the event take place on August 14, 2024.

Dennis Yankee informed the Board that Lindsay Shaw is planning to attend the meeting in June to present her plan to inventory deer in the watershed.

VI. Old Business

- **Clear Creek Parking Area Improvements** – Joe Feeman reported no new action. An alternative plan to proceed was discussed.
- **Update on Timber Sale** – Joe Feeman reported on some minor road steps the City would resolve when it was dry enough to do so.
- **2024 Cleanup Day Update** – Dennis Yankee provided some final details for the June 1 events.
- **Update on Range Expansion** – Adam Ledford reported he had spoken with a potential engineer and would reach out again to invite them to review the project on a more hands-on approach.
- **Setting Workshop and Discussion on Watershed Management Plan** – The Board discussed several topics related to danger trees, range keys, and gate openings. Ralph Jordan requested members offer some days of the week and times that would work in the next coming months.
- **Springhead Trees** – Ralph Jordan provided an update with the vendor weather has delayed any action to prevent damage to the region.
- **Gates** – Ralph Jordan reported that he and a vendor have reviewed current gates in need of repair/replacement. He should have a better idea of cost in the next few months.

VII. Reports

- **Financials/Budget** – City Manager Ledford lead a review of the current year budget status. He further updated the Board on next year's budget.
- **Norris Public Works** – Written report submitted without comment.

- **Norris Public Safety** – Written report submitted without comment.
- **Resource Management** – Joe Feeman presented his report. He further spoke about success of a recent run. A suggestion was made about asking them to fund replacement of a walking bridge in the watershed.

VIII. Adjournment

Motion by Bill Grieve and seconded by Dennis Yankee to adjourn at 7:29 p.m., All: AYE

Norris Tree Commission – Draft May 2024 Minutes

May 27, 2024

The meeting began at 5:30 pm.

Attendees: Chuck Nicholson, Bill Grieve, Harry Shatz, Phil Cagney, Mike Lyons
Also in attendance: Loretta Painter

HEAR THE PUBLIC

- No comments

OLD BUSINESS

1) Review of minutes: March 25, 2024 meeting

- Minutes approved at submitted. Harry motioned to accept; Bill seconded the motion. Vote was unanimous.

2) Tree Maintenance and Removal

- No change on pending removals.
- A tall shortleaf pine tree at 21 E. Norris near the tunnel is declining and needs to be removed in the near future.

3) Norris Commons Arboretum

- Public volunteer workday on the commons went very well with approximately 15 volunteers participating.
- Boy Scouts were very helpful.
- Harry donated pizza for all who helped that day.
- Mulch was dropped in the grass area by the giant sycamore tree but not enough to finish the job.
- Harry suggested that we order another load of mulch from the city to spread around the sycamore tree.
- The Pin Oak that was planted for the 75th Anniversary commemoration looks weak.
- There are currently approximately 58 species on the Arboretum and 2 shy of the 60 required for Level 2 status.
- There is one additional request for an honor tree. The planting will be planned for this Fall.

4) Byway Planting Project

- Overall, the trees look healthy with good foliage and new stem growth.
- Chuck has removed some of the tree stakes and pruned as needed.

5) Honor Trees

- Currently we are caught up on pending requests.
- One new pending request to be planted this Fall.

6) Honor Tree plaques and stakes

- Chuck is assembling an order and will give it to Jack Black soon.

7) East Norris Sidewalk tree plantings/Creamery Park update

- Chuck, Phil and Mike planted 7 trees aided by the auger that Mike owns.
- The Arbor Tree was planted by Chuck and Spencer. It is a White Red Bud and has been planted uphill and farther from the existing white dogwood.

8) Norris Urban Forest Management Plan

Review and updates to ordinances:

- There has been no action taken yet. Chuck is waiting for the city council to finish the fiscal year budgeting process before submitting the updates to the plan.

9) Tree Commission Facebook Page

- Recent viewing activity of the Tree Commission Facebook page has exceeded 1,000 views.

10) Norris Middle School replacement tree plantings

- 10 replacement trees were planted by Thress Nursery with Chuck provided guidance and oversight.
- Mike, Chuck, and Phil planted one additional tree.
- Chuck has replaced the original tags and will order new tags as needed.

11) Review of March 28, 2024 Arbor Day ceremony

- Great turnout and all went well.
- Spencer Boardman seemed very happy to be the honoree and he was pleased with the celebration.

NEW BUSINESS

1) Norris Day Booth

- The group agreed that we will participate in this year's Norris Day. Chuck will have Will assign a booth for us.
- Some tree pruning along the street will need to be completed before the event.

2) Participation in the Summer Recreation Program

- The Tree Commission is scheduled on June 26th for the Tree Scavenger Hunt at 9:00 am.

Next Meeting – June 24, 2024

Meeting adjourned at 6:14 pm.

Norris City Council Packet
City of NORRIS
COMMUNITY DEVELOPMENT BOARD
MEETING MINUTES: June 27, 2024

Members Present: Will Grinder (exp.: Council Term); Al Lesar (exp.: Mar 31, 2027); George Miceli (exp.: Feb 28, 2027); Alex Munro (exp. Apr 30, 2026)

Members Absent: Lisa Barger (exp.: Sep.30, 2025); Blake Knight (exp. Dec 31, 2025); One vacant position

Location: Norris Community Building



Guest(s) in Attendance: Loretta Painter

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ FOLLOW-UP (Who/What/When)
Called to order TIME	6:00pm: Quorum requirements met with 4 voting members present.	
Hear from the Public	None	
Approval of minutes	APPROVED UNANIMOUSLY: May meeting minutes (Grinder motion, Lesar second)	
Old Business	<p>1. <u>Update on Status of the Norris Non-Profit Initiative:</u> Grinder turned over this portion of the meeting to Miceli for his status report and to lead discussion of next steps. Miceli reported as follows:</p> <ul style="list-style-type: none"> a. Miceli reminded the board of his previous failed efforts to garner support from the Norris Historical Society to take on the role of “friends” of Norris. He went on to say that his communications with the Norris Area Community Foundation (NCAF) was similarly unsuccessful. b. The surprise element that came out of a conversation with NACF founder, Jim Hayes, was his suggestion that CDB solicit the Norris Lions to take on this role of “friends.” He recommended that I meet with him and Lions president elect Randy Kurtz to discuss this matter, stating that he felt it had a high probability of acceptance if CDB committed to bringing on new members into the Lions Club to run the “friends” function. 	

Norris City Council Packet
City of NORRIS
COMMUNITY DEVELOPMENT BOARD
MEETING MINUTES: June 27, 2024

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ FOLLOW-UP (Who/What/When)
	<p>2. Miceli proposed to the board that CDB shift its developmental efforts away from the current approach of creating a draft mission statement and required elements of bylaws to a statement of needs that a “friends” group could satisfy for the Norris community that can be presented to the Lions Club Board. Toward that end, the following needs were identified during group discussion:</p> <ul style="list-style-type: none"> i. Business development ii. Beautification of public spaces iii. Updated city entrance signs iv. Create a vision and strategy to influence in a positive way for Norris the future use of developable properties within the city and its growth zone v. Assist Norris boards and commissions with their special projects, especially those that may have been planned but later dropped due to the barriers presented by the mandates of city governance vi. Take on the roles of the current CDB as described in its charter: <ul style="list-style-type: none"> 1. Act as a think tank and public forum for discussion of ideas, needs and development 2. Foster/strengthen, connection between Norris and surrounding governments, businesses, and developers 3. Assist/support city businesses to help maintain a vibrant community <p>3. <u>CDB BOARD MEMBER ASSIGNMENT:</u> All board members are to review the above list, add their ideas to it, and forward them to Miceli for consolidation and submission to vote at the July meeting.</p>	<p><u>ACTION: ALL</u> – to review paragraph 2 of Old Business, add your ideas, forward to Miceli prior to our July 25th meeting</p>

Norris City Council Packet
City of NORRIS
COMMUNITY DEVELOPMENT BOARD
MEETING MINUTES: June 27, 2024

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ FOLLOW-UP (Who/What/When)
New Business	<p>1. Solicit Replacement for Two Vacancies: CDB is down two members caused by the loss of Laurie Templin and Charlie Murphy. Miceli will request City office staff to publicize these vacancies. </p> <p>2. Transportation from Norris to McGee Tyson Airport: Lesar asked the board if we felt it was within the purview of CDB to investigate if there are any local transportation companies or systems that would be interested in providing transportation from Norris to McGee Tyson airport. </p> <p>APPROVED UNANIMOUSLY: Lesar to investigate this matter with the full endorsement of the CDB (Lesar motion, Munro second).</p>	<p>ACTION: MICELI – to contact city office to post this vacancy</p> <p>ACTION: LESAR – to investigate on behalf of CDB</p>
Adjournment	<p>6:50pm: Unanimous approval to adjourn; (Miceli motion, Lesar second). Next scheduled meeting July 25, 2024; 6pm. Grinder announced he will miss this meeting. Barger is also expected to miss this meeting.</p>	

**MINUTES
NORRIS PLANNING COMMISSION
June 3, 2024**

I. Call to Order:

Chairman Feeman called the meeting to order at 6 pm.

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

Members Absent: Bob Sain

Others Present: Joe Deathridge: Chairman BZA, Adam Leadford: City Manager, Bailey Whited: Assistant City Manager, Kathryn Baldwin: East TN Development District, Shadow Schneider: U-Haul

II. Public Comment

Ms. Schneider, U-Haul requested clarification from Commission members for requirements to obtain approval of a Site Plan for U-Haul. Commission members discussed alternative proposals with Ms. Schneider, including placement of her office within the current commercial structure. In addition, placement of a storage building on site requires an engineered Site Plan, with the structure limited to location behind the current commercial building. Signage for the U-Haul business was also briefly discussed.

III. Adoption of Agenda

Mr. Munro made a motion to adopt the Agenda as presented, seconded by Ms. Painter, motion carried.

IV. Minutes – May 6, 2024

Ms. Painter made a motion to approve the Minutes of the May 6, 2024, Planning Commission meeting as presented. Mr. Munro seconded the motion, all present voted aye. Motion carried.

V. Business Items

1. Zoning Amendment to clarify Site Plan Review Process

Ms. Baldwin presented a draft of a Zoning Amendment to clarify Zoning Ordinance, Section 14-418 with regard to requirements for Site Plan approval. Ms. Johnson made a motion to postpone consideration of Section 14-418 to a later Planning Commission meeting. Motion seconded by Ms. Painter. All present voted aye, motion carried.

2. Norris Freeway Corridor Management Plan

City Manager, Mike Carberry and Joe Feeman presented the designation of Norris Freeway as a National Scenic By-way and the document for administration commissioned by TDOT. Staff explained the government entities involved and the process for adoption. Mr. Carberry stated he had numerous corrections to the document that he would like to have addressed by Regan Smith, consultants for the project. Mr. Carberry made a motion to accept the document with corrections, seconded by Ms. Johnson. Ms. Painter and Mr. Munro abstained; remainder present voted aye; motion carried.

3. Parking/Access to City ROW Section 14-401

City staff discussed issues with residents making unauthorized additions within ROW. Mr. Ledford stated that typical encroachments include placement of mailboxes, curb cuts, improper curb cuts with addition of a small ramp within travel lanes to prevent vehicles “dragging” when accessing private drives, etc. etc. Mayor Mitchell and Ms. Painter also discussed the issue of vehicular parking within the ROW. Ms. Baldwin stated that elements discussed are best addressed in the Municipal Code with regard to curb cuts and associated permits, parking within ROW etc. Requirements may need to be cross-referenced between the Municipal Code and the Zoning Ordinance. No action was taken.

4. Other Business

Ms. Painter discussed residential setback concerns and By-laws for the Planning Commission. No action taken.

V. Adjournment

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

Alex Munro, Secretary

Date

NORRIS BOARD OF ZONING APPEALS
NORRIS TENNESSEE

Meeting Minutes Of June 3, 2024

Members Present: Joe Deatherage, Leesa Marie Campbell, Susan Miceli

Advisor: Kathryn Baldwin, East TN Development Advisor

Absent: Cathy Miller

TOPIC	DISCUSSION/CONCLUSIONS	FOLLOW UP
Meeting Called:	5:00pm	
Review minutes:	Motion to approve September 5, 2023 minutes made by Susan Miceli and seconded by Joe Deatherage. Motion passed.	
Old Business:	None	
New Business:	<p><u>3356 Anderson Highway Administrative Review</u></p> <ul style="list-style-type: none"> • On April 24, 2024 a site plan was submitted to the City Office for a business under the name of D&S Auto Repair & Recovery for a leased portion of the property at 3356 Andersonville Highway. After review by the City office, it was determined that the plan did not meet the requirements that City administration had the authority to approve. (Zoning Ordinance 14-418 (4). It needed approval from the Planning Commission. • On May 6, 2024 the Planning Commission reviewed a site plan and denied approval of the plan based on missing/added items and questionable use of a portable shed on the plan. They requested that Ms. Schneider submit a new site plan. The owner, Shadow Schneider requested an appeal to the Board of Zoning Appeals as she believed the Planning Commission did not interpret the ordinance correctly. • On June 3, 2024 the Board of Zoning Appeals met with Ms. Schneider and reviewed Ordinance 4-418. The BZA function was to determine if the Planning Commission performed their roles properly. After much discussion and guidance from Kathryn Baldwin, Susan Miceli made the motion to back the Planning Commission's decision. Based on the way the ordinance is written, they were correct in denying the site plan. Leesa Campbell seconded the motion and motion unanimously passed. • Joe Deatherage motioned to end the meeting, Susan Miceli seconded. Motion passed unanimously. 	<ul style="list-style-type: none"> • Suggestions were made to Ms. Schneider to work with the City Office to be sure she is covering all the requirements. The storage unit cannot be used as an office
Meeting adjourned	5:50pm	

Minutes approved at the July 1, 2024 meeting.

Respectfully Submitted by: Susan Miceli