



**NORRIS CITY COUNCIL  
REGULAR MEETING  
March 11, 2024 – 6:00 p.m.**

Agenda

- I. Call to Order**
- II. Agenda Approval**
- III. Hear the Public**
- IV. Minutes/Notes**
  - a. Consideration of Approving February 12, 2024 Regular Meeting Minutes
- V. Old Business**
  - a. Update on Safe Routes to Schools Project
  - b. Update on SIA Sawmill Road Project
  - c. Update on Facilities Condition
    - i. Setting a Facilities Meeting
  - d. Capital Outlay Note – Utility
  - e. Discussion on Storm Sewer System
    - i. Consideration of Second Reading of Ordinance #672, entitled, “An Ordinance of the City of Norris, Tennessee, Establishing a Stormwater Utility”
    - ii. Fee Structure
  - f. Discussion and Consideration related to City of Norris Online Presence
- VI. New Business**
  - a. Consideration of Confirming Mayoral Appoints to City Boards, Commissions, and Committees
  - b. Consideration of Approving Watershed Timber Sale
  - c. Consideration of Awarding Bid and Approving Resolution #1-2024, entitled, “A Resolution Approving an Agreement Between the City of Norris and Elizabeth H. Cochran for Stage Manager of Norris Little Theatre 75<sup>th</sup> Anniversary Theater Production”
  - d. Discussion and Consideration of Utility Tree Safety
  - e. Consideration of Resolution #2-2024, entitled, “A Resolution Authorizing the Mayor and City Manager to Submit an Application for the Norris Area Community Foundation 2024 Grant.”
  - f. Consideration of Resolution #3-2024, entitled, “A Resolution Authorizing the City Manager to Establish a Policy with the Clinton Utilities Board to Require the City’s Approval Prior to Utility Service Activation.”
  - g. Consideration of First Reading of Ordinance #673, entitled, “An Ordinance of the City of Norris, Tennessee, Amending the Annual Budget for the Fiscal Year Beginning July 1, 2023 and Ending June 30, 2024”
  - h. Consideration of Resolution #4-2024, entitled, “A Resolution Approving an Agreement Between the City of Norris and Community Development Partners, LLC for Administrative Consulting Assistance of the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project”
- 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**

**February 12, 2024  
6:00 p.m.**

**Minutes**

The regular meeting of the City Council of Norris Tennessee convened February 12, 2024 at 6:00 pm.

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

Also, present were Charles Adam Ledford, City Manager, 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**

Mayor Mitchell moved item #1 up from New Business, the representative of Pugh CPA up and also moved up Minutes and Reports (Boards and Commissions) Recreation Commission, Brianne Kibler, Chair, Recreation Commission, before Minutes.

**HEAR FROM THE PUBLIC** – No comments

**MINUTES**

**APPROVAL OF THE JANUARY 8, 2024 REGULAR MEETING MINUTES**

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

**APPROVAL OF THE JANUARY 8, 2024 PUBLIC HEARING MEETING MINUTES**

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

**OLD BUSINESS**

**SAFE ROUTES TO SCHOOL**

Mr. Whited reported the project deadline of March 31, 2024 is approaching therefore, we are at a crossroad of either extending or terminating the contract. He explained this project has been on-going since 2014 and it would require the city to pay back approximately \$10,500.00 if we were to terminate the project. Councilmember Nicholson made a motion to extend and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

**SIA SAWMILL ROAD PROJECT**

Mr. Ledford reported TDOT is still in the process of hiring someone to handle the property valuations needed for the project to proceed.

**UPDATE ON FACILITIES CONDITION**

Mr. Ledford reported the contractor requested to reschedule for later this month. He stated he will have information to council at the March meeting.

**CAPITAL OUTLAY NOTE**

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

### **DISCUSSION ON STORM SEWER SYSTEM AND FIRST READING OF ORDINANCE**

Mr. Ledford provided an overview of the ordinance. Mayor Mitchell explained this would be a four-step process: 1) Put the ordinance in place; 2) Establish a fee structure; 3) Create a budget; 4) Create the organizational structure to administer it. After a brief discussion, Councilmember Grinder moved to approve the first reading of ordinance as presented and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

Councilmember Painter moved to schedule a public hearing on Ordinance #672, entitled, "An Ordinance of the City of Norris, Tennessee, establishing a Stormwater Utility on March 11, 2025 at 5:00 p.m. and a Workshop to discuss methods and development of fee structure for Stormwater Utility, March 11, 2024 at 5:15 p.m., and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye."

### **REVIEW AND CONSIDERATION OF AWARDED BID FOR MINI-EXCAVATOR**

Mr. Ledford reported back in December 2023, bids were sent out and on Friday, February 9, 2024 at 2:00 p.m. Bailey Whited, Tony Wilkerson, Water Superintendent and Kerry Hevel, Public Works Director, opened the 5 bids and after deliberating, staff decided the Bobcat E48-R2 best fits their needs. They are also looking to purchase a trailer to haul the equipment that will cost approximately \$15,500.00. Mr. Ledford reported the equipment would be split between the Watershed, Public Works and Water Department. Councilmember Painter moved to approve the bid from Bobcat of Knoxville for the purchase of the equipment in the amount of \$65,675.01.

### **REVIEW AND DISCUSSION ON NORRIS ENTRANCE SIGN PROJECT**

Councilmember Grinder gave a brief description of the proposed signs the Community Development Board (CDB) presented earlier at a City Council workshop. Mayor Mitchell encouraged Councilmember Grinder and CDB to wait until more funds are available from the hotel/motel tax revenue from the Appalachian Museum RV Park. He stated with just a small budget of \$5000.00, it just makes sense to wait for more funds to go along with the funds they have now for bigger and better signs. Laurie Templin, CDB member, asked for guidance and directions on how the board should move forward. Mayor Mitchell stated he would advise the board to have a public meeting and get a broader view and get the residents consensus and it should be done with great respect and represent the style and how proud we are of our community and should be first class. Many residents spoke in regards to the signs and their desires of what the signs should represent and their locations. George Miceli, CDB member, asked for clarification of what he believes the council and members of the audience are suggesting, a comprehensive "50 year" plan, and communicate "pride of place and history" in their decisions. Councilmember Grinder made a motion to refer this project back to the Community Development Board for further review and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting "Aye"

### **NEW BUSINESS**

#### **DISCUSSION AND CONSIDERATION RELATED TO CITY OF NORRIS ONLINE PRESENCE**

Mr. Ledford reported that Councilmember Nicholson requested him to add this item to the agenda. Councilmember Nicholson stated interest in the city having a Facebook account to keep residents informed of things going on in within the city. Several Council members spoke against the use of Facebook, some spoke in favor of having some sort of push notification process to communicate emergencies. There were also discussions of relying more on the City's website for helpful and emergency information. Mr. Ledford stated his concern of having a Facebook was about monitoring it on a daily basis and the manpower necessary to incorporate it. He also stated that his concern was it might start small then turn into something much larger than we can handle.

#### **DISCUSSION & CONSIDERATION OF THE PROJECT FOR LOCAL PARKS & RECREATION FUND (LPRF) INTENT TO APPLY PROCESS**

Mayor Mitchell distributed a draft copy outline of a master plan for city parks for review. An application to apply for a 50/50 match grant will be used to renovate the tennis courts with dual use capability for pickleball, adding a basketball court and possibly refurbishing of the bathrooms. Councilmember Nicholson moved to approve Mayor Mitchell signing the application for the grant and Councilmember



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

Mayor Mitchell summarized council’s overall efforts to improve Norris for its residents. Efforts have focused on better wages and working conditions for employees, better equipment for them to do their jobs, and improvements in infrastructure – this proposed outdoor sports center being one of those improvements.

**DEPARTMENT AND COMMISSIONS REPORTS**

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

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

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

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

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

**BILLS PAYABLE** – No report.

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

**WATERSHED BOARD** – Joe Feeman reported they have scheduled a timber sale for Thursday, February 29, 2024.

**TREE COMMISSION** – Councilmember Nicholson, Chair of Tree Commission, reported they plan to begin planting trees in the Spring in the Creamery Park and the Arbor Day Celebration will be March 28, 2024.

**ANIMAL SHELTER COMMISSION** – No report.

**COMMUNITY DEVELOPMENT** – No report.

**LITTLE THEATRE** – Councilmember Painter reported the cast has been picked and practice has begun.

**PLANNING/BZA** – Joe Feeman reported they approved the Big Creek Marine’s building site plan.

**ARCHIVES** – Joe Feeman reported they are still trying to get the data off the old computer.

**ADJOURNMENT**

Councilmember Grinder moved to adjourn at 8:35 p.m. and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter and Mayor Mitchell voting “Aye.”

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Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**

March 11, 2024

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Chris Mitchell, Mayor

AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, ESTABLISHING A STORMWATER UTILITY

ORDINANCE NO. 672

WHEREAS, The Federal Clean Water Act, 33 U.S.C. 1251 et seq., requires certain political entities, such as the City of Norris, to implement stormwater management programs within prescribed time frames, and the Environmental Protection Agency, pursuant to the Federal Clean Water Act, 33 U.S.C. 1251 et seq., has published rules for stormwater outfall permits;

WHEREAS, Tennessee Code Annotated, § 68-221-1101, provides that the purpose of the stormwater management statute is to facilitate municipal compliance with the Water Quality Act of 1977, and applicable EPA regulations, particularly those arising from § 405 of the Water Quality Act of 1987, and § 402(p) of the Clean Water Act of 1977, and to enable municipalities to regulate stormwater discharges, establish a system of drainage facilities, construct and operate a system of stormwater management and flood control facilities, and to “fix and require payment of fees for the privilege of discharging stormwater,”

WHEREAS, Tennessee Code Annotated, § 68-221-1105 provides that among other powers municipalities have with respect to stormwater facilities, is the power by ordinance or resolution to:

- (1) Exercise general regulation over the planning, location, construction, and operation and maintenance of stormwater facilities in the municipality, whether or not owned and operated by the municipality;
- (2) Adopt any rules and regulations deemed necessary to accomplish the purposes of this statute, including the adoption of a system of fees for services and permits;
- (3) Establish standards to regulate the quantity of stormwater discharged and to regulate stormwater contaminants as may be necessary to protect water quality;
- (4) Review and approve plans and plats for stormwater management in proposed subdivisions or commercial developments;
- (5) Issue permits for stormwater discharges, and for the construction, alteration, extension, or repair of stormwater facilities;
- (6) Suspend or revoke permits when it is determined that the permittee has violated any applicable ordinance, resolution, or condition of the permit;
- (7) Regulate and prohibit discharges into stormwater facilities of sanitary, industrial, or commercial sewage or waters that have otherwise been contaminated;
- (8) Expend funds to remediate or mitigate the detrimental effects of contaminated land or other sources of stormwater contamination, whether public or private; and

WHEREAS, The City of Norris desires to develop a stormwater utility to be responsible for the operation, construction, and maintenance of stormwater facilities; for stormwater system planning, and for review of stormwater development plans for compliance with stormwater management codes.

NOW THEREFORE, BE IT ENACTED BY THE MAYOR AND COUNCIL OF THE CITY OF NORRIS, TENNESSEE, THAT:

SECTION 1: Title 16, Chapter 2 be passed and established as presented as the attachment Exhibit A.

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

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

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

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

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

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

\_\_\_\_\_

Signed, Mayor

\_\_\_\_\_

Attest, City Manager

Exhibit A

CHAPTER 2

**STORMWATER MANAGEMENT PROGRAM**

**SECTION**

- 16-201. Legislative findings and policy.
- 16-202. Creation of stormwater management program.
- 16-203. Definitions.
- 16-204. Funding of stormwater management program.
- 16-205. Stormwater fund.
- 16-206. Operating budget.
- 16-207. Stormwater user's fees established.
- 16-208. Equivalent Residential Unit (ERU).
- 16-209. Property classification for stormwater user's fee.
- 16-210. Base rate.
- 16-211. Adjustments to stormwater user's fees.
- 16-212. Property owners to pay charges.
- 16-213. Billing procedures and penalties for late payment.
- 16-214. Appeals of fees.
- 16-215. Enforcement, abatement, penalties, and appeals.

**16-201. Legislative findings and policy.** The Mayor and the City Council of the City of Norris, Tennessee; finds, determines, and declares that the stormwater system which provides for the collection, treatment, storage, and disposal of stormwater provides benefits and services to all property within the incorporated city limits. Such benefits include, but are not limited to: the provision of adequate systems of collection, conveyance, detention, treatment, and release of stormwater; the reduction of hazards to property and life resulting from stormwater runoff; improvements in general health and welfare through reduction of undesirable stormwater conditions; and improvements to the water quality in the stormwater and surface water system and its receiving waters.

**16-202. Creation of stormwater management program.** For those purposes of the Federal Clean Water Act and of Tennessee Code Annotated, § 68-221-1101, et seq., there is created a stormwater management program which shall consist of a manager or director and such staff as designated and appointed by the city manager of the city. The stormwater management program shall be under direction and control of the city manager and shall:

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

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

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

- (4) Prepare, revise, and amend a comprehensive stormwater management plan for adoption by the municipality's governing body;
- (5) Review construction plans and approve or deny, inspect, and accept extensions and connections to the city's stormwater system;
- (6) Assist in the enforcement of regulations to protect and maintain water quality and quantity within the system in compliance with water quality standards established by local, state, and/or federal agencies as now adopted or hereafter amended;
- (7) Annually analyze the cost of services and benefits provided, and the system and structure of fees, charges, civil penalties, and other revenues of the program.

**16-203. Definitions.** For the purpose of this chapter, the following definitions shall apply: Words used in the singular shall include the plural, and the plural shall include the singular; words used in the present tense shall include the future tense. The word "shall" is mandatory and not discretionary. The word "may" is permissive. Words not defined in this section shall be construed to have the meaning given by common and ordinary use as defined in the latest edition of Webster's Dictionary.

- (1) "Base rate" means the stormwater user's fee for a detached single family residential property in the city.
- (2) "Construction" means the erection, building, acquisition, alteration, reconstruction, improvement, or extension of stormwater facilities; preliminary planning to determine the economic and engineering feasibility of stormwater facilities; the engineering, architectural, legal, fiscal, and economic investigations and studies, surveys, designs, plans, working drawings, specifications, procedures, and other action necessary in the construction of stormwater facilities; and the inspection and supervision of the construction of stormwater facilities.
- (3) "Developed property" means real property which has been altered from its natural state by the creation or addition of impervious areas, by the addition of any buildings, structures, pavement, or other improvements.
- (4) "Dry Detention Pond" is an impoundment or excavated basin for the short-term detention of stormwater runoff from a property undergoing development or from a completed development that allows a controlled release from the structure at downstream, pre-development flow rates.
- (5) "Equivalent Residential Unit" or "ERU" means the average impervious area associated within a detached single family residential property determined pursuant to this chapter.
- (6) "Exempt property" means all properties of the federal, state, county, and city governments, and any of their divisions or subdivisions, and property that does not **convey or discharge, directly or indirectly,** stormwater runoff into the stormwater or flood control facilities of the municipality.
- (7) "Fee" or "stormwater user's fee" means the charge established under this ordinance and levied on owners or users of parcels or pieces of real property to fund the costs of stormwater management and of operating, maintaining, and improving the stormwater system in the municipality. The stormwater user's fee is in addition to any other fee that the municipality has the right to charge under any other rule or regulation of the municipality.
- (8) "Fiscal year" means July 1 of a calendar year to June 30 of the next calendar year, both inclusive.
- (9) "Impervious surface" means a surface which is compacted or covered with material that is resistant to infiltration by water, including, but not limited to, most conventionally surfaced streets, roofs, sidewalks, patios, driveways, parking lots, and any other oiled, graveled, graded, compacted, or any other surface which impedes the natural infiltration of surface water.

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

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

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

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

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

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

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

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

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

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

(20) "Stormwater management program" means the planning, design, construction, regulation, improvement, repair, maintenance, and operation of facilities and programs for minimizing the adverse impacts of stormwater runoff, not limited to, but including quality and quantity.

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

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

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

**16-204. Funding of stormwater management program.** Funding for the stormwater management program may include, but not be limited to, the following:

(1) Stormwater user's fees.

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

(3) Stormwater permit and inspection fees.

**(4) Grants and any other viable and legal awards.**

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

(Tennessee Code Annotated, title 9, chapter 21).

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

**16-205. Stormwater fund.** All revenues generated by or on behalf of the stormwater program shall be deposited in a stormwater program fund and used exclusively for the stormwater program.

**16-206. Operating budget.** The municipality's governing body shall adopt an operating budget for the stormwater program each fiscal year. The operating budget shall set forth for such fiscal year the estimated revenues and the estimated costs for operations and maintenance, extension, and replacement and debt service.

**16-207. Stormwater user's fees established.** There shall be imposed on each and every developed property in the city, except exempt property, a stormwater user's fee, which shall be set from time to time by ordinance and in the manner and amount prescribed by this ordinance.

Prior to establishing or amending user's fees, the municipality shall advertise its intent to do so by publishing notice in a newspaper of general circulation in the city at least thirty (30) days in advance of the meeting of the municipality's governing body which shall consider the adoption of the fee or its amendment.

**16-208. Equivalent Residential Unit (ERU).**

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

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

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

**16-209. Property classification for stormwater user's fee.**

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

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

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

stormwater management fee, equal the base rate, regardless of the size of the parcel or the improvements.

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

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

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

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

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

(4) Undeveloped property.

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

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

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

**16-210. Base rate.** The municipality's governing body shall, by ordinance, establish the base rate for the stormwater user's fee. The base rate shall be calculated to ensure adequate revenues to fund the costs of stormwater management and to provide for the operation, maintenance, and capital improvements of the stormwater system in the city.

**16-211. Adjustments to stormwater user's fees.** The stormwater program shall have the right on its own initiative to adjust upward or downward the stormwater user's fees with respect to any property, based on the approximate percentage on any significant variation in the volume or rate of stormwater, or any significant variation in the quality of stormwater, emanating from the property, compared to other similar properties. In making determinations of the similarity of property, the stormwater program shall take into consideration the location, geography, size, use, impervious area, stormwater facilities on the property, and any other factors that have a bearing on the variation.



**16-212. Property owners to pay charges.** The owner of each non-exempt lot or parcel shall pay the stormwater user's fees and charges as provided in this chapter.

**16-213. Billing procedures and penalties for late payment.**

(1) Rate and collection schedule. The stormwater user's fee will be set at a rate, and collected on a schedule established by ordinance. The stormwater fee shall reflect the nature of the property classification by the Norris Water Commission utility billing. The stormwater user fee for single-family residential and non-residential developed property shall be billed and collected monthly. Undeveloped properties will be billed monthly at the rate established by this ordinance if the property is utilized for farming activities and allowed to erode and contribute to pollution of streams, rivers, and ponds here in Norris.

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

(3) Penalties for late payment. Stormwater user's fees shall be subject to a late fee established by ordinance or resolution. The municipality shall be entitled to recover attorney's fees incurred in collecting delinquent drainage fees. Any charge due under this ordinance which shall not be paid may be recovered at law by the municipality.

(4) Mandatory statement. Pursuant to Tennessee Code Annotated § 68-221-1112, each bill that shall contain stormwater user's fees shall contain the following statement in bold:

**THIS FEE HAS BEEN MANDATED BY CONGRESS**

**16-214. Appeals of fees.**

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

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

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

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

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

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

(7) Variances shall only be issued upon:

(a) A showing of good and sufficient cause;

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

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

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

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

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

**16-215. Enforcement, abatement, penalties, and appeals.**

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

(2) Notification of violation.

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

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

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

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

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

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

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

(4) Under the authority provided in Tennessee Code Annotated, § 68-221-1106, the municipality declares that any person violating the provisions of this chapter may be assessed a civil penalty by the city manager or his/her designee of not less than fifty dollars (\$50.00) and not more than five thousand dollars (\$5,000.00) per day for each day of violation. Each day of violation shall constitute a separate violation.

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

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

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

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

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

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

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

- (a) Appeals to be in writing. The appeal shall be in writing and filed with the city recorder within fifteen (15) days after the civil penalty and/or damage assessment is served in any manner authorized by law.
- (b) Public hearing. Upon receipt of an appeal, the Norris City Council shall hold a public hearing within thirty (30) days. Ten (10) days prior notice of the time, date, and location of said hearing shall be published in a daily newspaper of general circulation. Ten (10)

day notice by registered mail shall also be provided to the aggrieved party, such notice to be sent to the address provided by the aggrieved party at the time of appeal. The decision of the Norris City Council shall be final.

(c) Appealing decisions of the Norris City Council. Any alleged violator may appeal a decision of the board of appeals pursuant to the provisions of Tennessee Code Annotated, title 27, chapter 8.

## APPENDIX A Calculating Stormwater User Fees

Calculating Stormwater User Fees can be done in a simple, equitable manner. The annual budget of the Stormwater Utility is divided by the total number of Equivalent Residential Units (ERU's) in the Stormwater System limits. Division of the result by 12 would yield the monthly fee per ERU. An Equivalent Residential Unit is based on the average square footage of a detached single residential family property. This average can be obtained from a variety of sources. If the average is not available through your tax assessor or another internal department, averages may be obtained from the U.S. Census Bureau, your local Area Association of Realtors, or some other credible source. Each detached single residential family property would be one (1) ERU. Other developed proposer users would divide their total amount of impervious surface area (in square feet) by the number of square feet in an ERU, to get the number of ERU's for that property. The sum of all other developed property ERU's and single family residential ERU's would be the total number of ERU's.

**Annual Budget.** The annual costs for the storm drainage system includes permitting, maintaining, planning, designing, reconstructing, constructing, environmentally restoring, regulating, testing, inspection of the system, management and administration, and the establishment of a reserve balance.

**Equivalent Residential Unit (ERU).** The average square footage of a single family residential property is equivalent to one ERU.\*

**Total ERU's.** The Total ERU's within the limits of the stormwater utility is calculated according to the following formula:

$$\text{Total ERU's} = \text{Other Developed Property ERU's} + \text{Single Family Residential ERU's}$$

**Single Family Residential User Fee.** The fee that residential users within the limits of the stormwater utility pay for their share of the annual budget. The fee is calculated according to the following formula:

$$\text{Single Family Residential User Fee} = \text{Annual Budget} / \text{Total ERU's within Stormwater Utility limits}$$

This number should be divided by 12 to establish the monthly User Fee:

$$\text{Single Family Residential User Fee} / 12 = \text{Monthly Single Family Residential User Fee}$$

**Other Developed Property User Fee.** The fee that other developed property users within the limits of the stormwater utility pay for their share of the annual budget. The fee is calculated according to the following formula:

$$\text{Other Developed Property ERU's} = \text{Impervious Surface Area square feet} / \text{ERU square feet}$$

$$\text{Other Developed Property User Fee} = \text{Single Family Residential User Fee} \times \text{Other Developed Property ERU's}$$

$$\text{Other Developed Property User Fee} / 12 = \text{Monthly Other Developed Property User Fee}$$

*\* The average square footage of a single-family residential property should be determined by a recognized source.*

*For example:*

*The U.S. Census Bureau reports the median square footage in the South is 1,648 square feet.*

Or:

*In Jackson, Tennessee, the average square footage for all such properties sold in 2001 was 1,932 square feet, according to the Jackson Area Association of Realtors®.*

*A comparable source should be used for setting ERU square footage.*

## APPENDIX B

Tennessee Code Annotated, § 68-221-1107(a), provides that, “All municipalities constructing, operating, or maintaining stormwater or flood control facilities are authorized to establish a graduated stormwater user’s fee which may be assessed and collected from each *user* of the stormwater facilities provided by the municipality....” It does not define “user,” providing only that, “To ensure a proportionate distribution of all costs to each user or user class, the user’s contribution shall be based on factors such as the amount of impervious area utilized by the user, the water quality of user’s stormwater runoff or the volume or rate of stormwater runoff....” It also provides that:

§ “Users whose stormwater runoff is not discharged into or through the stormwater and/or flood control facilities of the municipality shall be exempted from the payment of the graduated stormwater user fee authorized by this section.”

§ “The fee structure shall provide adjustments for users who construct facilities to retain and control the quantity of stormwater runoff.”

Generally, the term “user” with respect to utilities probably means the beneficial user of the utility rather than the title holder of the property. In Village of Sauget v. Cohn, 610 N.E.2d 104 (Ill. App. 5<sup>th</sup> Dist. 1993), an ordinance required that the “user” pay sewer charges, but did not define the term “user.” The Court held that the title holder of the property was not the “user,” reasoning that:

This is consistent with the Black’s Law Dictionary definition of user. Black’s defines a user as “[t]he actual exercise or enjoyment of any right, property, drugs, franchise, etc.” ... Because the defendant [the title holder of the property] is not the person who receives the services, he is not the person who actually exercises or enjoys the benefits provided by American Bottoms. He is, at most, an indirect beneficiary of the services, i.e., his properties are more marketable because they have indoor plumbing.” [At 108]

It is not clear from Tennessee Code Annotated, § 68-221-1107(a) that the municipality can make the landowner rather than the tenant or occupant of the property a “user” for the purposes of the stormwater user’s fee. Arguably it limits the city to the actual or beneficial user. Tennessee Code Annotated, § 68-221-1107(b), appears by implication to support that conclusion because it provides that the stormwater utility is authorized to enter into a contract with any other public or private utility (except an electrical cooperative organized under the Electric Cooperative Law) or city or town to bill and collect stormwater fees as a designated item on its utility bill, and to discontinue utility services where the stormwater utility fee is not paid. In most cases any utility bills would be in the name of the actual or beneficial user or users of the property. But that statute may reflect only a method for municipalities to collect stormwater management fees through various utility entities rather than an implication that cities must impose stormwater management fees on the beneficial users of the stormwater utility as opposed to land owners.

An argument can also be made that Tennessee Code Annotated, § 68-221-1107(a), authorizes a city to name the property owner the “user” within the meaning of that statute. A number of cases from other jurisdictions declare that utility user fees differ from taxes in that the payment of utility service fees is voluntary while the payment of taxes is involuntary. [See Pinellas County v. State, 776 So.2d 262 (Fla. 2001); City of Gary v. Indiana Bell Telephone Co., Inc., 732 N.E.2d 149 (Ind. 2000); Bolt v. City of Lansing, 587 N.W.2d 264 (Mich. 1998); State v. City of Port Orange, 650 So.2d 1 (Fla. 1994).] But our sister State of Arkansas has held that mandatory fees levied on property owners under the state’s police powers are still user fees rather than taxes. [See Holman v. City of Dierks, 233 S.W.2d 392 (Ark. 1950); Vandiver v. Washington County, 628 S.W.2d 1 (Ark. 1982).]

In either case, a person who obtains or continues electric, water, even sewer, or most other utility services is a voluntary “user” of the service to a degree that does not typically apply to the user of a stormwater utility. In providing that the “user’s contribution [fee] shall be based on factors such as the amount of *impervious areas utilized by the user*, the water quality of user’s stormwater runoff or the volume or rate of stormwater runoff,” Tennessee Code Annotated, § 68-221-1107, contemplates that virtually all developed property will be subject to a mandatory stormwater management fee. In addition, the stormwater user’s fee connected to the impervious areas of land under that statute is more closely tied to the land than is the fee for most other utility services. The stormwater utility service is always “on” with respect to the impervious surface of the land no matter who is the beneficial user of other utility services that serve the land. The decision to develop the land on the part of its owner (or even by its occupant) may be voluntary, but any development that leads to the creation of impervious area leads to the involuntary subjection of the land to a stormwater user’s fee. The only way the owner (or occupant) of the land can voluntarily “shut-off” the stormwater utility service is perhaps to return the land to its natural state. Finally, the impervious area component of stormwater management would necessarily apply to *all* developed land, including presently-developed land for which development decisions have already been made, many years ago. Generally, the extent to which property is developed is a function of the past and future decisions of the owner of the property.

Some of the literature dealing with stormwater utilities also distinguishes between stormwater “user” fees which are billed to utility customers in much the same manner as are other utility bills, and stormwater assessment fees, which are billed to property owners. There is no general law in Tennessee authorizing cities to impose special assessments for stormwater purposes, but some cities may have provisions in their charters generally authorizing them to levy special assessments on property. Those provisions in *some* cases may be sufficient authority for a particular city to impose the stormwater user’s fee as a special assessment on property. Special assessments are generally not taxes. The question of whether a particular charter permits the stormwater user’s fee to be levied as a special assessment should be determined on a case-by-cases basis.

## Appendix C

### **Section 68-221-1101 - Legislative purpose**

The purpose of this part is to facilitate compliance with the Water Quality Act of 1977, by municipalities which are affected by environmental protection agency (EPA) storm water regulations, particularly those arising from § 405 of the Water Quality Act of 1987, and § 402(p) of the Clean Water Act of 1977, regulating storm water discharges to protect water quality. This part shall enable municipalities to regulate such discharges, to establish a system of drainage facilities, and to fix and require payment of fees for the privilege of discharging storm water. This part shall also enable municipalities to construct and operate a system of drainage facilities for storm water management and flood control.

### **Section 68-221-1102 - Part definitions**

As used in this part, unless the context otherwise requires:

**(1)** "Agricultural land" means land used for agriculture, as defined in § 1-3-105;

*§ 1-3-105 (2) (A) Agriculture means:*

*(i) The land, buildings and machinery used in the commercial production of farm products and nursery stock;*

*(ii) The activity carried on in connection with the commercial production of farm products and nursery stock; and*

*(iii) Recreational and educational activities on land used for the commercial production of farm products and nursery stock;*

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

**(3)** "Contaminant" means any physical, chemical, biological, or radiological substance or matter in water;

**(4)** "Municipality" means any incorporated city or town, county, metropolitan or consolidated government, or special district of this state empowered to provide storm water facilities;

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

**(6)** "Qualified farmer or nurseryman" has the meaning as defined in § 67-6-207;

*§ 67-6-207 ((E) For purposes of this section, "a qualified farmer or nurseryman" means a person who meets one (1) or more of the following criteria:*

*1. The person is the owner or lessee of agricultural land from which one thousand dollars (\$1,000) or more of agricultural products were produced and sold during the year, including payments from government sources;*

*2. The person is in the business of providing for-hire custom agricultural services for the plowing, planting, harvesting, growing, raising or processing of agricultural products or for the maintenance of agricultural land;*

*3. The person is the owner of land that qualifies for taxation under the Agricultural Forest and Open Space Land Act of 1976, compiled in chapter 5, part 10 of this title;*

*4. The person's federal income tax return contains one (1) or more of the following:*

*a. Business activity on IRS schedule F, profit or loss from farming; and*

*b. Farm rental activity on IRS form 4835, farm rental income and expenses or schedule E, supplemental income and loss; and*

*5. The person otherwise establishes to the satisfaction of the commissioner that the person is actively engaged in the business of raising, harvesting or otherwise producing agricultural commodities as defined in § 67-6-301(c)(2).*



**(7)** "Storm water" means storm water runoff, snow melt runoff, surface runoff, street wash waters related to street cleaning or maintenance, infiltration (other than infiltration contaminated by seepage from sanitary sewers or by other discharges) and drainage;

**(8)** "Storm water facilities" means the drainage structures, conduits, combined sewers, sewers, and all device appurtenances by means of which storm water is collected, transported, pumped, treated or disposed of; and

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

### **Section 68-221-1103 - Authorization of storm water facilities or flood control improvements by municipality**

The governing body of any municipality may authorize the construction, extension, enlargement, or acquisition of necessary storm water facilities or flood control improvements within its corporate boundaries. The improvements may include, but are not limited to, the extension, enlargement, construction, or acquisition of storm water facilities or flood control improvements; the widening, straightening, or relocating of streams, surface waters, or water courses; and the acquisition, extension, enlargement, or construction of any works necessary to regulate the quantity or quality of water for the protection of streams, water courses, surface waters, life, and property; provided, that the municipality obtains all applicable permits and complies with all applicable state and federal laws.

### **Section 68-221-1105 - Municipal authority**

**(a)** In order to protect the public health, municipalities authorized to provide storm water and flood control facilities by this part are authorized by appropriate ordinance or resolution to:

- (1)** Exercise general regulation over the planning, location, construction, and operation and maintenance over storm water facilities in the municipality, whether owned and operated by the municipality or not;
- (2)** Adopt any rules and regulations deemed necessary to accomplish the purposes of this part, including the adoption of a system of fees for services and permits;
- (3)** Establish standards to regulate the quantity of storm water discharged and to regulate storm water contaminants as may be necessary to protect water quality;
- (4)** Review and approve plans and plats for storm water management in proposed subdivisions or commercial developments;
- (5)** Issue permits for storm water discharges, or for the construction, alteration, extension, or repair of storm water facilities;
- (6)** Suspend or revoke permits when it is determined that the person has violated any applicable ordinance, resolution, or condition of the permit;
- (7)** Regulate and prohibit discharges into storm water facilities of sanitary, industrial, or commercial sewage or waters that have otherwise been contaminated; and
- (8)** Expend funds to remediate or mitigate the detrimental effects of contaminated land or other sources of storm water contamination, whether public or private.

**(b)** Municipalities may only exercise the authority granted by subsection (a) in a manner consistent with all requirements of state and federal law that apply to such activities.

**(c)** In counties with a metropolitan form of government, the legislative body may, by ordinance, assign responsibility for the planning, location, construction, and operation and maintenance over storm water facilities in the metropolitan county to any department, board or commission.

**(d)** In counties having governments other than metropolitan or consolidated governments, the county shall only be empowered to exercise the authority granted by this part outside the jurisdiction of an incorporated city or town.

**Section 68-221-1106 - Civil penalty for violation of ordinance**

(a) A municipality may establish by ordinance or resolution that any person who violates any ordinance or resolution regulating storm water discharges or facilities shall be subject to a civil penalty of not less than fifty dollars (\$50.00) or more than five thousand dollars (\$5,000) per day for each day of violations. Each day of violation may constitute a separate violation. A municipality shall give the violator reasonable notice of the assessment of any penalty. A municipality may also recover all damages proximately caused to the municipality by such violations.

(b) In assessing a civil penalty, the following factors may be considered:

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

(c) The municipality may also assess damages proximately caused by the violator to the municipality which may include any reasonable expenses incurred in investigating and enforcing violations of this part, or any other actual damages caused by the violation.

(d) The municipality shall establish a procedure for a review of the civil penalty or damage assessment by either the governing body of the municipality or by a board established to hear appeals by any person incurring a damage assessment or a civil penalty. If a petition for review of such damage assessment or civil penalty is not filed within thirty (30) days after the damage assessment or civil penalty is served in any manner authorized by law, the violator shall be deemed to have consented to the damage assessment or civil penalty and it shall become final. The alleged violator may appeal a decision of the governing body or board pursuant to title 27, chapter 8.

(e) Whenever any damage assessment or civil penalty has become final because of a person's failure to appeal the municipality's damage assessment or civil penalty, the municipality may apply to the appropriate chancery court for a judgment and seek execution of such judgment. The court, in such proceedings, shall treat the failure to appeal such damage assessment or civil penalty as a confession of judgment.

**Section 68-221-1107 - Facilities user's fee**

(a) All municipalities constructing, operating, or maintaining storm water or flood control facilities are authorized to establish a **graduated** storm water user's fee which may be assessed and collected from each user of the storm water facilities provided by the municipality. These fees shall be reasonable in amount and used exclusively by the municipality for purposes set forth in this part. **Such a graduated storm water user's fee shall be based on actual or estimated use of the storm water and/or flood control facilities of the municipality,** and each user or user class shall only be required to pay its proportionate share of the construction, administration, operation and maintenance including replacement costs of such facilities based on the user's actual or estimated proportionate contribution to the total storm water runoff from all users or user classes. **To ensure a proportionate distribution of all costs to each user or user class, the user's contribution shall be based on factors such as the amount of impervious area utilized by the user, the water quality of user's storm water runoff or the volume or rate of storm**

water runoff. Persons whose storm water runoff is not discharged into or through the storm water or flood control facilities, or both, of the municipality; and owners and/or operators of agricultural land, in the municipality, upon which the owner and/or operator conducts activities that enable the owner and/or operator to satisfy the requirements of a qualified farmer or nurseryman shall be exempted from payment of the graduated storm water user fee authorized by this section. The fee structure shall provide adjustments for users who construct facilities to retain and control the quantity of storm water runoff. Prior to establishing or amending such user's fees, the municipality shall advertise its intent to do so by notice published in a newspaper of general circulation in such municipality at least thirty (30) days in advance of the meeting of the governing body which shall consider such adoption or amendment.

**(b)** The municipality providing such service is authorized to enter into a contract for the collection of such storm water facilities fees with any public or private corporation or municipal utilities board or commission operating a water, gas, or electric system other than an electric cooperative incorporated under the Electric Cooperative Law, compiled in title 65, chapter 25, part 2, in the area of the storm water facilities or to make contracts with any other city, town, or utility district to bill and collect storm water fees as a designated item on its utility bill or, in any county which is not in the state's computer assisted appraisal system (CAAS), to enter into a contract or interlocal agreement with the county in which such municipality is located to bill and collect storm water fees for the municipality as a designated item on the ad valorem tax notice issued by the county trustee. In addition, if any county which is not in the state's CAAS constructs, operates or maintains storm water or flood control facilities and establishes and assesses on each user of the storm water facilities provided by the county a graduated storm water user's fee in accordance with this chapter, then the county trustee of such county is authorized to bill and collect such storm water fees for such county as a designated item on the ad valorem tax notice issued by the county trustee. The contract may provide for the discontinuance of utility service to storm water facility users who fail or refuse to pay storm water facility user charges, including the right not to accept payment of the utility bill from any user without receiving at the same time payment of any storm water facility charges owed by such user and not to re-establish utility services until such time as all past due storm water facility service charges owed by such user have been paid and/or the user of the storm water facility has performed all acts and discharged all obligations required by the ordinances or resolutions of the municipality.

#### **Section 68-221-1108 - Financing of facilities**

A municipal legislative body may finance storm water facilities under the Local Government Public Obligations Act of 1986, compiled in title 9, chapter 21. To protect the public health and to assure payment of bonds issued for storm water facilities, the municipality may by appropriate ordinance or resolution use the procedures set forth in §§ 68-221-208 and 68-221-209, for payment and collection of charges.

#### **Section 68-221-1110 - Permit conditions for discharges**

To the extent practicable, municipalities shall provide permit conditions for storm water discharges associated with industrial activities that are consistent with any permits issued pursuant to the National Pollution Discharge Elimination System (NPDES), unless the discharge contains hazardous substances in excess of reporting quantities, or the facility and the municipality are not in compliance with applicable provisions of the NPDES permits issued to them for storm water, or the discharge materially affects the municipal storm water facilities through either the quantity of wastewater or its contamination.

#### **Section 68-221-1111 - Water quality regulation authority not limited by this part**

Nothing herein shall be construed to limit the power or authority of the department of environment and conservation or of the Tennessee board of water quality, oil and gas with respect to regulation of the

waters of the state. Any ordinances or regulations adopted or imposed by municipalities shall be subject to regulation and oversight by the department of environment and conservation or the Tennessee board of water quality, oil and gas.

Amended by 2018 Tenn. Acts, ch. 839, s 24, eff. eight (8) months immediately following the receipt of notification from the secretary of the interior that this state has been approved to exercise primacy over the regulation of surface coal mining and reclamation operations within its territorial boundaries. Acts 1993, ch. 257, § 11.

**Section 68-221-1112 - Notice of federally mandated charges**

Any bill rendered as a result of this part shall contain the following statement with respect to the charges assessed under this part, which statement shall be printed in bold-faced type:

**"THIS FEE HAS BEEN MANDATED BY CONGRESS."**

**BID SHEET**


**To Place Your Bid:**

1. Print the total dollars you are bidding for both sale areas under "Total Amount Bid" below. (Do **not** include performance deposit amount in this figure.
2. Sign your name and date and print your complete address and telephone number.
3. Put this BID SHEET in an envelope marked "SEALED BID - Norris Watershed Timber Sale" and mail or deliver to 'City of Norris, P.O. Box 1090, 20 Chestnut Drive, Norris, TN 37828'

**ALL BIDS MUST BE IN OUR HANDS NO LATER THAN 12 NOON, February 29, 2024.**

4. Bids will be opened at 12 noon, February 29, 2024, at the Norris City Office, 20 Chestnut Drive. You are invited to the opening. The successful bidder will be notified within ten (10) days.

Sale Name	Total Amount Bid
Norris Watershed 2024 Clearcut & Shelterwood Harvest	\$ 41,453 <sup>00</sup>

  
Signature of Bidder

P.O. Box 502  
Street, Route No., and /or P.O. Box No.

(423)663-9776  
(Area Code) Telephone Number

Huntsville TN 37756  
City, State, and Zip Code

**PAYMENT** - Full payment of the total acceptable bid amount plus performance deposit must be made to the City of Norris within ten (10) days of notification of successful bid, and before any trees are cut.



RESOLUTION NO. 1-2024

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS AND ELIZABETH COCHRAN FOR STAGE MANAGER OF NORRIS LITTLE THEATRE 75<sup>TH</sup> ANNIVERSARY THEATRE PRODUCTION

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

WHEREAS, it is the desire of the Norris Little Theatre the City retain the services of Elizabeth to serve as stage manager for a play as described within the agreement, and;

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

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

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

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

Passed and approved this 11<sup>th</sup> day of March, 2024.

\_\_\_\_\_  
Mayor

Attest

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

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of March 11, 2024

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



# NORRIS LITTLE THEATRE

## STAGE MANAGER AGREEMENT

Made by and between

**City of Norris**  
acting by and through its Norris Little Theatre Board,  
(Hereinafter referred to as "the City")

and

Elizabeth H Cochran  
(Hereinafter referred to as "Manager")

The parties hereto, agree to be bound, and agree as follows:

1. The Manager is hereby retained by the City to ~~Direct~~ Stage manage  
Norris: Where I Belong  
(Hereinafter referred to as "Play")

For the payment of:

\$500

The following is a list of duties and responsibilities of the manager. These duties are to be performed in conjunction with your staff and producer (to be appointed by the Board):

The main purpose of the Stage Manager (SM) is to ensure the smooth running of auditions and rehearsals, and to be the lead technical director of the play once it is running. The SM acts as chief assistant to Director, and they are the point of contact between the Director and the Actors, Stage Crew and Technical Staff.

- AUDITIONS
  - Distribute audition info (script pages, contact forms) to actors & collect when they are done
  - Keep track of who is here for what roles
  - Take photo if they did not bring one
  - Usher them into and out of audition room to waiting area
- REHEARSALS
  - Ensure that cast know their call times; checks in on any late arrivals
  - Keeps track of time (when break is called, when rehearsal is over, etc.)
  - Takes down all blocking and technical notes given to cast by Director
  - When cast is "off book," follows closely in script to provide a forgotten line upon request

- PERFORMANCES
  - Gives backstage actors their call times (“Half hour to curtain” etc.) and cues to enter
  - Ensures that dressing areas & green room are well maintained and orderly
  - Gives cues for light and sound, or, flips the switches themselves (more likely in our case)
- SET CONSTRUCTION & STRIKE
  - Oversees set construction & strike
  - Maintains inventory of all costumes, props and set pieces
  - Since our set will need to be taken down and re-assembled, takes photos of set arrangement so it can be easily re-set
  - Orders the pizza when it is provided
- OTHER DUTIES
  - SM’s are often called upon to do a myriad of ad hoc tasks that are hard to anticipate.

2. All payments shall be made via City check on the date of the Play. The Manager shall only be entitled to the payment identified above, unless additional payments are mutually agreed to in writing. Union fees, welfare and insurance obligations are part of the cost of production and are included in the compensation specified in this Agreement.

3. The City reserves the right to refuse access to any agent or guest of the Manager, upon reasonable non-discriminatory grounds.

4. For safety reason, members of the crowd are not permitted on stage for any reason. Manager agrees to actively discourage any such behavior, Manager shall request that the audience comply with such behavior, or suspend performance until compliance occurs.

5. Alcohol is not permitted in any City facility without written consent from the City. Alcohol is never permitted in the performance area. Smoking is prohibited in all City facilities. The City cannot purchase any alcohol or tobacco products. If the Manager arrives at the any rehearsals or plays noticeably under the influence of intoxicating beverages, narcotics, or drugs, the City may cancel the Agreement at its sole discretion and with no liability whatsoever.

6. The City shall not be liable for the payment of taxes, late charges, or penalties of any nature relating to the Services or any revenue received by, or payments made to, the Manager in respect to the Services. The Manager shall pay and/or collect and discharge as they become due, promptly and before delinquency, all taxes, assessments, rates, damages.

7. Notwithstanding the availability and policy limits of any insurance the Manager, shall defend, indemnify and hold harmless the City and its trustees, officers, agents, representatives and employees ("City's Indemnified Parties") against any claims made or legal actions brought against any City's Indemnified Party(ies) by any person or entity as a result of injuries, damages, expenses and losses actually or allegedly incurred by such a person or entity ("Liabilities") arising out of or relating to the Manager's performance or failure to perform pursuant to this Agreement, except where the Liabilities are the result of the Indemnified Party's own direct and sole negligence. Manager's obligation shall include the cost of the City's Indemnified Party(ies)' defense against such claims or actions. This obligation shall survive the termination, completion, or expiration of this Agreement.

8. The City shall defend, indemnify and hold harmless the Manager, its representatives, agents, or employees ("Manager's Indemnified Parties") against any claims made or legal actions brought against any Indemnified Party(ies) by any person or entity as a result of injuries, damages, expenses and losses actually or allegedly incurred by such a person or entity ("Liabilities") arising out of or relating to the City's performance or failure to perform pursuant to this Agreement, except where the Liabilities are the result of the Manager's Indemnified Party's own direct and sole negligence. The City's obligation shall include the cost of the Manager's Indemnified Party(ies)' defense against such claims or actions. This obligation shall survive the termination, completion, or expiration of this Agreement.

9. In the event of a breach of the terms and conditions of this Agreement, the non-breaching party may, at its option, upon written notice to the breaching party, terminate this Agreement.

10. Decisions regarding the safety of the performance due to weather conditions will be a joint decision between the Manager and the City.

11. The City reserves the right to allow photographers and reporters from legitimate news organizations a



limited time to photograph the Manager, rehearsals, or the play. The City reserves the right to shoot still photographs of the Manager for archival purposes and reserves the right to use surveillance video for security purposes.

12. This Agreement shall be binding upon and inure to the benefit of the parties named herein and their respective permitted successors and assigns. Neither party may assign, subcontract, transfer, or delegate, in whole or in part, its rights or obligations under this Agreement except with the prior written approval of the other. Any changes to this Agreement shall be in writing, signed by both parties.

13. This Agreement shall not confer any rights or remedies upon any person or entity other than the parties hereto and their respective permitted successors and assigns and shall not be construed to create any partnership or joint venture between the parties.

14. The rights and obligations of the parties hereunder shall be governed by and determined according to the laws of the State of Tennessee. Any controversy, claim or dispute arising out of or relating to this Agreement or the breach thereof, shall be adjudicated in the courts of Anderson County, Tennessee, to which the parties' consent to personal jurisdiction.

15. The invalidity or unenforceability of any particular provision, or part of any provision, of the Agreement shall not affect the other provisions or parts hereof, and this Agreement shall be construed in all respects as if such invalid or unenforceable provisions or parts were omitted.

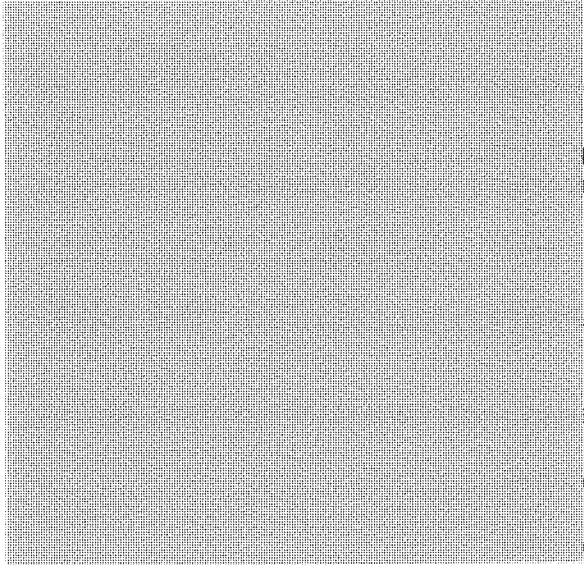
IN WITNESS WHEREOF, the parties have executed this Agreement, by their respective officers hereunto duly authorized, the day and year written above.

AGREED TO AND ACCEPTED:

FOR CITY OF NORRIS, TENNESSEE

By \_\_\_\_\_ (Mayor)      By \_\_\_\_\_ (City Manager)  
\_\_\_\_\_ (Date)                      \_\_\_\_\_ (Date)

ARTIST OR DULY AUTHORIZED ARTIST REPRESENTATIVE



e)  
pe Name)  
e "Doing Business As" space below is completed)  
gency federal tax id or social security  
number)  
ss As)  
Agency street address)  
Agency city, state, zip)





RESOLUTION NO. 2-2024

A RESOLUTION AUTHORIZING THE CITY MANAGER TO SUBMIT AN APPLICATION FOR THE NORRIS AREA COMMUNITY FOUNDATION 2024 GRANT

WHEREAS, the Norris Area Community Foundation is accepting applications for their 2024 grant cycle with stated priorities including “support for seniors”; and

WHEREAS, it is the desire of the Norris City Council to provide recreational opportunities accessible to all members of the community.

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

Section 1. That the Mayor and City Manager are hereby authorized to submit an application for the Norris Area Community Foundation 2024 Grant to fund a recreational project catering to all members of the community, especially seniors.

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

Passed and approved this 11<sup>th</sup> day of March 2024.

\_\_\_\_\_  
Mayor

Attest

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

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of March 11, 2024.

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



RESOLUTION NO. 3-2024

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ESTABLISH A POLICY WITH THE CLINTON UTILITIES BOARD TO REQUIRE THE CITY’S APPROVAL PRIOR TO UTILITY SERVICE ACTIVATION

WHEREAS, the Clinton Utilities Board (CUB) currently services electricity within the City of Norris; and

WHEREAS, other governmental jurisdictions serviced by CUB require a release to be submitted by the governmental entity prior to utility service activation; and

WHEREAS, the Norris City Council wishes to ensure that all building and zoning codes are being properly enforced.

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

Section 1. That the City Manager is hereby authorized to establish a policy with the Clinton Utilities Board which would require the city’s release prior to service activation within the Norris city limits.

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

Passed and approved this 11<sup>th</sup> day of March 2024.

\_\_\_\_\_  
Mayor

Attest

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

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of March 11, 2024.

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

**ORDINANCE NUMBER 673**

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

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

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

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

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

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

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

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

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

Watershed Fund	Description	Increase/(Decrease)
Revenue		
123-36690 (Watershed)	Wood Permits	\$42,000
123-36693 (Watershed)	Rifle Range Permits	\$5,000
Total Revenue		\$47,000
Expenditures		
45100-900 (Watershed)	Capital Outlay	\$27,000
Total Expenditures		\$27,000

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

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

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

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

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

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

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

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

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

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

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

# CONSULTING CONTRACT

between

**Community Development Partners, LLC**

and

**City of Norris, Tennessee**

---

THIS CONSULTING CONTRACT, effective on this the 22nd day of February, 2024 by and between COMMUNITY DEVELOPMENT PARTNERS, LLC (“*CONSULTANT*”) and the City of Norris, TENNESSEE (“*CLIENT*”). This Contract pertains to the TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION AMERICAN RESCUE PLAN ACT COMPETITIVE FUNDING (TDEC-ARPA).

Whereas the *CLIENT* desires to engage the *CONSULTANT* to render professional administrative consulting services (professional services) and to advise the *CLIENT* on the *CLIENT*’S compliance with funding allocated under the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Round; and the *CONSULTANT* agrees to provide such professional advice to the *CLIENT*. Therefore, the *CLIENT* and the *CONSULTANT* do mutually agree as follows:

## **ARTICLE I – SCOPE of SERVICES for ADMINISTRATIVE CONSULTING ASSISTANCE**

The *CONSULTANT* shall provide professional administrative services to the *CLIENT*, to assist the Client in complying with the ARPA, including, but not limited to, the activities described in Attachment A.

## **ARTICLE II – TIME for PERFORMANCE**

The services to be provided shall commence upon execution of this Contract by both parties and will remain in effect until completion and closeout of TDEC-ARPA activities unless earlier terminated in writing by either party pursuant to Article V(a) or (b).

## **ARTICLE III – GENERAL PROVISIONS**

- a. **Personnel:** The *CONSULTANT* warrants that it has the professional personnel capable of performing the services as called for herein, in a satisfactory and proper manner, or will secure the services of such personnel as may be required to perform these services.
- b. **Subcontracting:** No work or services covered by this Contract shall be subcontracted without the prior consent of the *CLIENT*. Any work or services subcontracted hereunder shall be specified by written agreement and shall be subject to each provision of this Contract.
- c. **Access to Materials:** The *CLIENT* agrees to make available to the *CONSULTANT* any documents, planning materials, or any other information in its possession or otherwise readily available which has a bearing on the TDEC-ARPA funding for the *CLIENT*, at no expense to the *CONSULTANT*.

## **ARTICLE IV – COMPENSATION and METHOD of PAYMENT**

For services rendered under this Contract, the *CLIENT* agrees to pay the *CONSULTANT* for all costs, both direct and indirect, attributable to the services rendered (as described in ARTICLE I of this Contract). Such payment shall be due upon the presentation of periodic invoices certifying such amounts are due and payable. The total amount to be paid under this section for services and costs shall be One Hundred Fifty Thousand Dollars (\$150,000).

## ARTICLE V – TERMS and CONDITIONS

- a. **Termination of Contract for Cause/Breach of Contract:** If either party fails to fulfill in a timely and proper manner its obligations under this Contract, or if a party breaches any of the covenants, agreements, or stipulations of this Contract, the non-breaching party shall thereupon have the right to terminate this Contract only if such breach is not cured within ten (10) days from receipt of written notice from the non-breaching party to the breaching party of such breach. In such an event, all finished or unfinished documents, data, studies, surveys, drawings, maps, models, photographs, and reports or other materials prepared by the *CONSULTANT* under this Contract shall, at the option of the *CLIENT*, become the *CLIENT*'s property, and the *CONSULTANT* shall be entitled to receive compensation for any work completed on such documents or material or otherwise through the date of termination.
- b. **Termination for Convenience:** The *CLIENT* or *CONSULTANT* may terminate this Contract at any time by giving written notice of such termination and specifying the effective date thereof at least fifteen (15) days prior to the effective date of such termination. In such case, all finished or unfinished documents and other materials as described in the above clause, shall, at the discretion of the *CLIENT*, become *CLIENT*'S property.

If the Contract is terminated by the *CLIENT* as provided herein, the *CONSULTANT* shall be entitled to receive compensation for any work completed on such documents and materials or otherwise through the date of termination. The *CONSULTANT* shall also be reimbursed (in addition to the above payment) for that portion of the actual out-of-pocket expenses not otherwise reimbursed under this Contract, that have been incurred by the *CONSULTANT* during the Contract period and are directly attributable to the uncompleted portion of the services covered by this Contract.

- c. **Changes:** The *CLIENT* may periodically request changes of the *CONSULTANT* in the Scope of Services to be performed hereunder. Such changes, or renegotiation, including any increase or decrease in the amount of the *CONSULTANT*'s compensation mutually agreed upon by and between the *CLIENT* and the *CONSULTANT*, shall be incorporated in written Amendments to this Contract. The Contract can be extended under mutually agreed provisions through a written Amendment to this document.
- d. **Assignability:** The *CONSULTANT* shall not assign any interest on this Contract and shall not transfer any interest in the same without the prior written consent of the *CLIENT*, provided, however, that claims for money by the *CONSULTANT* from the *CLIENT* under this Contract may be assigned to a bank, trust company, or other financial institution without such approval. Written notice of any such assignment or transfer shall be promptly furnished to the *CLIENT*.
- e. **Confidentiality:** All of the reports, information, data, etc., given to, prepared, or assembled by the *CONSULTANT* under this Contract are confidential, and the *CONSULTANT* agrees that they shall not be made available to any individual or organization without the prior written approval of the *CLIENT*, subject to applicable legal requirements.
- f. **Publication, Reproduction and Use of Material:** No material produced in whole or in part under this Contract shall be subject to copyright by or on behalf of the *CONSULTANT* in the United States or in any other country. The *CLIENT* shall have unrestricted authority to publish, disclose, distribute, and otherwise use, in whole or in part, any reports, data, or other materials prepared under this Contract.



## ARTICLE VI – COMPLIANCE with APPLICABLE LAWS and REGULATIONS

- a. **Regulations:** The CONSULTANT shall comply with applicable laws, regulations, ordinances, executive orders, and codes of the United States Government, the State of Tennessee, and local government(s) with respect to the CONSULTANT's engagement as a consultant to the CLIENT hereunder, including those cited in this Article VI. Without limiting the foregoing, this is an acknowledgement that Treasury ARP SLFRF financial assistance will be used to fund all or a portion of this Contract, and the CONSULTANT will comply with applicable Treasury policies, procedures, and directives.
- b. **Audits and Inspection/Access to Records/Record Retention:**
  - (1) At any time during normal business hours, the CONSULTANT agrees to provide CLIENT, Treasury, the Comptroller General of the United States, or any of their authorized representatives access to any books, documents, papers, and records of the CONSULTANT which are directly pertinent to this Contract for the purposes of making audits, examinations, excerpts, and transcriptions.
  - (2) The CONSULTANT agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
  - (3) The CONSULTANT shall retain all such documents, papers and records which are directly pertinent to this Contract for the longer period of either five (5) years following completion of the contracted work and expiration of the Contract or the federally required retention period.
- c. **Title VI Civil Rights Act of 1964:** Under Title VI of the Civil Rights Act of 1964, no person shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving Federal financial assistance.

The CONSULTANT shall be in compliance with the CLIENT's Title VI policy of non-discrimination on the basis of race, color, national origin, age, sex, or disability in its hiring and employment practices, or in admission to, access to, or operation of its programs, services, or activities.
- d. **The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.):** This act prohibits discrimination in housing based on race, color, religion, national origin, sex, familial status, or disability.
- e. **Interest of Members of the CLIENT and Other Local Public Officials:** No officer, member, or employee of the CLIENT; no member of the local governing body; and no other public official of the governing body of the locality or localities in which the project is situated or being carried out, who exercises any functions or responsibilities in the review or approval of the undertaking or carrying out of this project, shall participate in any decision relating to this Contract which affects his personal interest or the interest of any corporation, partnership, or association in which he is directly or indirectly interested or has any personal or pecuniary interest, direct or indirect, in this Contract or the proceeds thereof. The CLIENT shall take appropriate steps to assure compliance.
- f. **Interest of the CONSULTANT:** The CONSULTANT covenants that it presently has no interest and shall not acquire any interest, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this Contract. The CONSULTANT further covenants that in the performance of this Contract, no person having any such interest shall be employed.
- g. **Officials Not to Benefit:** No members of or delegate to the Congress of the United States of America, and no Resident Commissioner, shall be admitted to any share or part hereof, or to any benefit to arise here from.
- h. **Section 504 of the Rehabilitation Act of 1973, as amended:**

The CONSULTANT will not discriminate against any employee or applicant for employment because of physical or mental handicap regarding any position for which the employee or applicant for employment is qualified. The CONSULTANT agrees to take affirmative action to employ, advance in employment, and otherwise treat qualified handicapped individuals without discrimination based upon their physical or mental handicap in all employment practices such as the following:

employment, upgrading, demotion or transfer, recruitment, advertising, layoff or termination, rates of pay or other forms of compensation, and selection for training, including apprenticeship. The CONSULTANT agrees to comply with the rules, regulations, and relevant orders of the Secretary of Labor issued pursuant to this Act.

- i. **Title II of the Americans with Disabilities Act of 1990, as amended:** This act prohibits discrimination based on disability under programs, activities, and services provided or made available by state and local governments, instrumentalities, or agencies thereto.
- j. **Age Discrimination Act of 1975 (Applicable to Contracts of \$2,000 or greater):** No persons in the United States, based on age, shall be excluded from participation in, be denied the benefits of, or be subjected to discrimination in receiving Federal financial assistance.
- k. **False Claims Act, 31 U.S.C § 38:** The CONSULTANT acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the CONSULTANT'S actions pertaining to this Contract.
- l. **Byrd Anti-Lobbying Amendment, 31 U.S.C. § 1352:** Contractors who apply or bid for an award of \$100,000 or more shall file the required certification. Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, officer or employee of Congress, or an employee of a Member of Congress in connection with obtaining any Federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Each tier shall also disclose any lobbying with non-Federal funds that takes place in connection with obtaining any Federal award. Such disclosures are forwarded from tier to tier up to the recipient who in turn will forward the certification(s) to the awarding agency.

m. **Suspension and Debarment:**

(1) This Contract is a covered transaction for purposes of 2 C.F.R. pt. 180 and 2 C.F.R. pt. 3000. As such, the CONSULTANT is required to verify that none of the CONSULTANT'S principals (defined at 2 C.F.R. § 180.995) or its affiliates (defined at 2 C.F.R. § 180.905) are excluded (defined at 2 C.F.R. § 180.940) or disqualified (defined at 2 C.F.R. § 180.935).

(2) The CONSULTANT must comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, and must include a requirement to comply with these regulations in any lower tier covered transaction it enters into.

(3) This certification is a material representation of fact relied upon by the CLIENT. If it is later determined that the CONSULTANT did not comply with 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C, in addition to remedies available to the CLIENT, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment.

(4) The bidder or proposer agrees to comply with the requirements of 2 C.F.R. pt. 180, subpart C and 2 C.F.R. pt. 3000, subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

## **ARTICLE VII – ADDITIONAL SERVICES OF CONSULTANT**

If authorized in writing by the CLIENT, the CONSULTANT shall furnish additional services which are not part of the services described in Attachment A. Under this Contract, all fees and costs for additional services will be negotiated as to activities and compensation. Upon mutual agreement between the CLIENT and the CONSULTANT, and written authorization from the CLIENT to proceed, the CONSULTANT will provide the additional service(s).

**ARTICLE VIII – INDEPENDENT CONTRACTOR**

CONSULTANT is an independent contractor of the CLIENT, and this Contract shall not be construed to create any associate, partnership, joint venture, employment, or agency relationship between the CONSULTANT and the CLIENT for any purpose. The CONSULTANT shall have no authority (and shall not hold itself out as having authority) to bind the CLIENT.

**ARTICLE IX – MUTUAL INDEMNIFICATION**

To the extent permitted by applicable law, each party (as “Indemnifying Party”) shall indemnify, hold harmless, and defend the other party and its officers, directors, employees, agents, affiliates, and assigns (collectively, “Indemnified Party”) against any and all losses, damages, liabilities, claims, actions, judgments, penalties, fines, costs, or expenses of whatever kind, including professional fees and attorneys’ fees, that are incurred by Indemnified Party arising out of any breach of any representation, warranty, or covenant made under this Agreement by Indemnifying Party.

IN WITNESS WHEREOF, the *CLIENT* and the CONSULTANT have caused this Contract to be executed by their duly authorized officers and effective on this date first above written.

City of Norris

\_\_\_\_\_  
Mayor Date  
Attest:

\_\_\_\_\_  
Community Development Partners, LLC  
 2/22/2024  
\_\_\_\_\_  
President Date

Attest:  
  
\_\_\_\_\_

# ATTACHMENT A

## DETAIL OF ADMINISTRATIVE CONSULTING SERVICES

**Name of project:** The **City of Norris** Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the American Rescue Plan Act (Competitive TDEC-ARPA).

**Name of person or company providing services:**  
**Community Development Partners, LLC.**

TASKS	AMOUNT
<b>1 Planning</b>	<b>\$22,500.00</b>
<ul style="list-style-type: none"> <li>A. Coordinate TDEC planning process</li> <li>B. Collect, assemble, and submit application(s) and funding packages</li> </ul>	
<b>2 Project Files/General Management</b>	<b>\$16,500.00</b>
<ul style="list-style-type: none"> <li>A. Create, complete, and maintain filing system of documentation and data for use of funds</li> <li>B. Periodic maintenance/updates</li> </ul>	
<b>3 Reporting and Monitoring</b>	<b>\$18,000.00</b>
<ul style="list-style-type: none"> <li>A. Prepare and coordinate with the <b>City's</b> staff to submit Performance and Financial Reports as required</li> <li>B. Prepare and coordinate with the <b>City's</b> staff to submit spending plans where required</li> <li>C. Provide periodic status report regarding use and status of funds</li> <li>D. Maintain electronic and other communications with local, state, and federal entities</li> </ul>	
<b>4 Equal Opportunity/Title VI</b>	<b>\$7,500.00</b>
<ul style="list-style-type: none"> <li>A. Advise on Title IV compliance</li> <li>B. DBE Solicitation for competitive bid</li> <li>C. On-site poster documentation</li> </ul>	

<b>TASKS</b>	<b>AMOUNT</b>
<b>5 Project Management</b>	<b>\$45,000.00</b>
<ul style="list-style-type: none"> <li>A. Review sub-recipient, contractor, and eligibility, including suspension and debarment monitoring</li> <li>B. Coordinate with the <b>City's</b> staff, technical consultants/engineers to formulate and review front-end bid manual</li> <li>C. Review contracts, requests for payments and other purchasing documents</li> <li>D. Collect, evaluate, and manage programmatic documents and data for each project</li> <li>E. For any construction project, assist in establishing applicable labor standards, contractor reporting requirements, and monitor contractors when applicable (does not include inspection services)</li> </ul>	
<b>6 Financial Management</b>	<b>\$37,500.00</b>
<ul style="list-style-type: none"> <li>A. Develop/create tracking system</li> <li>B. Work with the <b>City's</b> staff to track TDEC-ARPA funds</li> <li>C. Coordinate payment set up</li> <li>D. Work with the <b>City's</b> staff to review payment request</li> <li>E. Periodic monitoring of expenditures</li> </ul>	
<b>7 Audit and Closeout</b>	<b>\$3,000.00</b>
<ul style="list-style-type: none"> <li>A. Work with the <b>City's</b> staff to prepare for single audits of expenditures and work with the <b>City's</b> auditors as needed</li> <li>B. Final Closeout/Performance Reports</li> </ul>	
<b>GRAND TOTAL</b>	<b>\$150,000.00</b>

The proposed amount identifies and includes all professional administrative services, expected costs, and expenditures that are deemed necessary to carry out those activities. Periodic invoices shall be submitted on a monthly basis. The cumulative amount invoiced shall not exceed the maximum limit established in this agreement unless otherwise amended.






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

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

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

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

	2/22/2024
<b>Signature of Authorized Representative</b>	<b>Date</b>
Evan Sanders, President	615-386-0222 esanders@cdpllc.com
<b>Printed Name</b>	<b>Phone Number / Email Address</b>

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

**IRAN DIVESTMENT  
ACT**

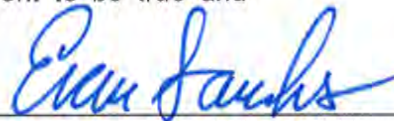
In compliance with the Iran Divestment Act (State of Tennessee 2016, Public Chapter No. 817), which became effective on July 1, 2016, certification is required of all bidders on contracts over \$1,000.

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

*I affirm, under the penalties of perjury, this statement to be true and correct.*

2/22/2024

Date



Signature of Bidder

Community Development Partners, LLC

Company

A bid shall not be considered for award nor shall award be made where the foregoing certification has been complied with; provided, however, that if in any case the bidder cannot make the foregoing certification, the bidder shall so state and shall furnish with the bid a signed statement which sets forth in detail the reasons therefor. The **City/County of Norris** may award a bid to a bidder who cannot make the certification, on case-by-case basis, if:

1. The investment activities in Iran were made before July 1, 2016, the investment activities in Iran have not been expanded or reviewed on or after July 1, 2016, and the person has adopted, publicized, and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran; or
2. The **City/County of Norris** makes a determination that the goods or services are necessary for the **City/County of Norris** to perform its functions and that, absent such an exemption, the political subdivision will be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

## CERTIFICATION OF NON-BOYCOTT OF ISRAEL

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

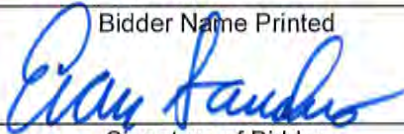
According to the law, a boycott of Israel means engaging in refusals to deal, terminating business activities, or other commercial actions that are intended to limit commercial relations with Israel, or companies doing business in or with Israel or authorized by, licensed by, or organized under the laws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

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

I certify this statement to be true and correct.

Evan Sanders

\_\_\_\_\_  
Bidder Name Printed



\_\_\_\_\_  
Signature of Bidder

2/22/2024

\_\_\_\_\_  
Date

Community Development Partners, LLC

\_\_\_\_\_  
Company





STATE OF TENNESSEE

BYRD ANTI-LOBBYING AMENDMENT CERTIFICATION

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

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

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

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

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

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

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

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

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

	2/22/2024
Signature of Authorized Representative	Date
Evan Sanders, President	(615) 386-0222 esanders@cdpllc.com
Printed Name and Title	Phone Number / Email Address



RESOLUTION NO. 4-2024

A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS AND COMMUNITY DEVELOPMENT PARTNERS, LLC FOR ADMINISTRATIVE CONSULTING ASSISTANCE OF THE CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUND (SLFRF) OF THE TENNESSEE DEPARTMENT OF ENVIRONMENT AND CONSERVATION AMERICAN RESCUE PLAN ACT COMPETITIVE PROJECT

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

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

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

Section 1. That the Mayor is hereby authorized to sign the attached agreement with Community Development Partners, LLC for administrative consulting services associated with the Coronavirus State and Local Fiscal Recovery Fund (SLFRF) of the Tennessee Department of Environment and Conservation American Rescue Plan Act Competitive Project.

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

Passed and approved this 11<sup>th</sup> day of March 2024.

\_\_\_\_\_  
Mayor

Attest

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

I, Sandy Johnson, City Recorder for the City of Norris, Tennessee, certify that the above resolution is part of the minutes of March 11, 2024.

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

Norris City Council Meeting  
**City of Norris**  
**Statement of Revenues - City**  
**February 2024**

Fund : **110** General Fund

**Monthly Comparative**

66.67%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
31111	Real Property Taxes (Current)	703,000.00	(6,129.00)	(751,095.81)	(48,095.81)	-6.84%
31112	Personal Property Taxes (Current)	73,000.00	0.00	(7,159.36)	65,840.64	90.19%
31120	Public Utilities Property Tax (Current)	6,800.00	(1,732.00)	(1,732.00)	5,068.00	74.53%
31200	Property Taxes (Delinquent)	10,000.00	0.00	(19,916.18)	(9,916.18)	-99.16%
31300	Int, Penalty, And Court Cost On Prop Tax	1,800.00	(689.94)	(2,992.30)	(1,192.30)	-66.24%
31511	Pay In Lieu Of Tax -Electric Utilities	18,000.00	(1,033.10)	(8,264.74)	9,735.26	54.08%
31600	Local Option Sales Tax	262,000.00	(25,632.59)	(189,281.15)	72,718.85	27.76%
31710	Wholesale Beer Tax	61,500.00	(97.07)	(25,145.05)	36,354.95	59.11%
31720	Wholesale Liquor Tax	44,000.00	(2,486.09)	(28,188.43)	15,811.57	35.94%
31730	Mixed Drink Tax	2,700.00	(878.50)	(6,799.41)	(4,099.41)	-151.83%
31800	Business Taxes	14,000.00	(1,064.53)	(4,861.47)	9,138.53	65.28%
31912	Cable TV Franchise Tax	22,000.00	0.00	0.00	22,000.00	100.00%
32210	Beer Licenses	1,200.00	0.00	(400.00)	800.00	66.67%
32410	Animal Registration	1,000.00	(50.00)	(459.00)	541.00	54.10%
32600	Building And Related Permits	12,415.00	(2,392.00)	(10,043.50)	2,371.50	19.10%
33400	Police Supplements - State Grant	5,600.00	(4,800.00)	(39,833.32)	(34,233.32)	-611.31%
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	(21,705.95)	(133,883.99)	56,116.01	29.53%
33520	State Income Tax	10,500.00	0.00	0.00	10,500.00	100.00%
33530	State Beer Tax	736.00	0.00	0.00	736.00	100.00%
33552	State-City Streets And Transportation	3,234.00	(244.11)	(1,952.88)	1,281.12	39.61%
33590	Bank Excise Tax	4,550.00	0.00	0.00	4,550.00	100.00%
33591	Gross Receipts - Tva	19,000.00	0.00	(9,797.94)	9,202.06	48.43%
33592	Sports Betting - State Shared Tax	1,500.00	(930.42)	(2,125.59)	(625.59)	-41.71%
33730	Tenn Safety Grant	1,000.00	0.00	0.00	1,000.00	100.00%
33800	Local Agency Project	0.00	0.00	(50,000.00)	(50,000.00)	No Budget
33801	ARPA Funds	0.00	0.00	0.00	0.00	No Budget
34111	Duplicating Services	50.00	0.00	0.00	50.00	100.00%
34131	Administrative Services	88,275.00	0.00	(55,474.87)	32,800.13	37.16%
35110	City Court Fines And Costs	3,000.00	0.00	(993.75)	2,006.25	66.88%

Fund : **110** General Fund

**Monthly Comparative**

66.67%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
35140	Drug Related Fines	300.00	0.00	(462.65)	(162.65)	-54.22%
35160	Court Fines And Costs From County Courts	200.00	(25.65)	(120.65)	79.35	39.68%
36100	Interest Earnings	38,000.00	0.00	(33,752.92)	4,247.08	11.18%
36211	Community Building Rental	400.00	(505.00)	(1,685.00)	(1,285.00)	-321.25%
36212	Tower Rent	29,000.00	(3,855.72)	(26,625.12)	2,374.88	8.19%
36213	Pavilion Rental	600.00	0.00	(420.00)	180.00	30.00%
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	(390.00)	(6,433.35)	66.65	1.03%
36710	Recreation Comm. Donations	2,500.00	(374.82)	(896.82)	1,603.18	64.13%
36710	CDB Contri And Donations-Businesses	5,500.00	0.00	0.00	5,500.00	100.00%
36721	Contri And Donations-Organizations No.-1	650.00	0.00	0.00	650.00	100.00%
36730	Norris Recreation Comms. Donations	5,000.00	0.00	(50.00)	4,950.00	99.00%
36732	Trail Benches	1,500.00	0.00	0.00	1,500.00	100.00%
36735	Norris Little Theatre Donations	3,000.00	0.00	0.00	3,000.00	100.00%
36738	Norris Vol. Fire Dept. Donations	20,000.00	(200.00)	(700.00)	19,300.00	96.50%
36960	Operating Transfer In From Other Funds	45,290.00	0.00	0.00	45,290.00	100.00%
36990	Miscellaneous Refunds	1,000.00	0.00	(173.27)	826.73	82.67%
37199	Miscellaneous	20,000.00	(27,714.32)	(60,027.61)	(40,027.61)	-200.14%
<b>Total For Fund:</b>	<b>110</b>	<b>1,871,700.00</b>	<b>(102,930.81)</b>	<b>(1,482,748.13)</b>	<b>388,951.87</b>	<b>20.78 %</b>

Norris City Council Meeting  
**City of Norris**  
**Statement of Revenues - City**  
**February 2024**

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

**User:** Bailey Whited  
**Date/Time:** 3/7/2024 8:39 AM  
Page 3 of 6

Fund : **121** State Street Aid Fund

**Monthly Comparative** 66.67%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
33551	State Gasoline And Motor Fuel Tax	55,900.00	(4,767.73)	(38,506.84)	17,393.16	31.11%
36100	Interest Earnings	0.00	0.00	(3,744.11)	(3,744.11)	No Budget
<b>Total For Fund:</b>	<b>121</b>	<b>55,900.00</b>	<b>(4,767.73)</b>	<b>(42,250.95)</b>	<b>13,649.05</b>	<b>24.42 %</b>

Fund : **123** Watershed Fund

**Monthly Comparative** 66.67%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
36100	Interest Earnings	0.00	0.00	(4,970.96)	(4,970.96)	No Budget
36212	Tower Rent	28,000.00	(3,855.76)	(26,625.27)	1,374.73	4.91%
36690	Wood Permits	20.00	0.00	0.00	20.00	100.00%
36691	Hunting Permits	3,800.00	0.00	(3,500.00)	300.00	7.89%
36693	Rifle Range Permits	59,000.00	(3,925.00)	(58,776.00)	224.00	0.38%
37199	Miscellaneous	1,000.00	0.00	(2,740.00)	(1,740.00)	-174.00%
<b>Total For Fund:</b>	<b>123</b>	<b>91,820.00</b>	<b>(7,780.76)</b>	<b>(96,612.23)</b>	<b>(4,792.23)</b>	<b>-5.22 %</b>

Norris City Council Meeting  
**City of Norris**  
**Statement of Revenues - City**  
**February 2024**

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

**User:** Bailey Whited  
**Date/Time:** 3/7/2024 8:39 AM  
Page 5 of 6

Fund : **128** Refuse/Recycle Fund

**Monthly Comparative** 66.67%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
34410	Refuse Collection Charges	28,620.00	(2,259.50)	(19,863.65)	8,756.35	30.60%
34430	Refuse Collection And Disposal Charges	128,952.00	0.00	(73,276.00)	55,676.00	43.18%
<b>Total For Fund:</b>	<b>128</b>	<b>157,572.00</b>	<b>(2,259.50)</b>	<b>(93,139.65)</b>	<b>64,432.35</b>	<b>40.89 %</b>



Fund : **413** Water And Sewer

**Monthly Comparative**

66.67%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
33100	Federal Grants	815,140.00	0.00	0.00	815,140.00	100.00%
36100	Interest Earnings	3.00	0.00	(16,007.20)	(16,004.20)	-533473.33%
37110	Metered Water Sales	525,000.00	(46,947.86)	(377,024.19)	147,975.81	28.19%
37120	Flat Rate Water Sales To Gen Customers	4,000.00	(307.86)	(2,462.88)	1,537.12	38.43%
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	(425.00)	(2,825.00)	1,975.00	41.15%
37196	Water Tap Fees	1,100.00	0.00	0.00	1,100.00	100.00%
37199	Miscellaneous	2,000.00	0.00	(7,073.96)	(5,073.96)	-253.70%
37210	Sewer Service Charges	510,000.00	(43,778.62)	(350,603.80)	159,396.20	31.25%
37220	Sewer Inspection Fees	550.00	0.00	0.00	550.00	100.00%
37290	Other Operating Rev-Sewer Stoppages	150.00	0.00	0.00	150.00	100.00%
37293	Sale Of Parts	0.00	(1,738.43)	(2,006.03)	(2,006.03)	No Budget
37299	Miscellaneous	500.00	0.00	0.00	500.00	100.00%
37990	Other Revenue	11,000.00	0.00	(5,500.00)	5,500.00	50.00%
<b>Total For Fund:</b>	<b>413</b>	<b>1,899,443.00</b>	<b>(93,197.77)</b>	<b>(763,503.06)</b>	<b>1,135,939.94</b>	<b>59.80 %</b>

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>41000</b>	<b>General Government</b>							
110			(268,421.00)	(268,421.00)	195,071.83	(73,349.17)	72.67%	21,387.23
	Personnel		0.00		0.00			0.00
114			(28,860.00)	(28,860.00)	15,654.70	(13,205.30)	54.24%	867.00
	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)	16,117.51	(6,665.49)	70.74%	1,677.52
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(50,841.00)	(50,841.00)	51,296.34	455.34	100.90%	6,254.88
	Hospital And Health Insurance		0.00		0.00			0.00
143			(11,154.00)	(11,154.00)	9,080.94	(2,073.06)	81.41%	1,020.25
	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)	98.23	(251.77)	28.07%	10.98
	Unemployment Insurance		0.00		0.00			0.00
148			(1,500.00)	(1,500.00)	2,968.73	1,468.73	197.92%	0.00
	Employee Education And Training		0.00		0.00			0.00
211			(1,400.00)	(1,400.00)	794.63	(605.37)	56.76%	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)	2,382.22	(1,217.78)	66.17%	268.83
	Duplication (Mimeograph, Multilith, Microfilm,		0.00		0.00			0.00
235			(4,000.00)	(4,000.00)	3,991.60	(8.40)	99.79%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(2,000.00)	(2,000.00)	556.64	(1,443.36)	27.83%	0.00
	Advertising		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
250			(11,000.00)	(11,000.00)	13,904.26	2,904.26	126.40%	0.00
	Professional Services		0.00		0.00			0.00
252			(7,000.00)	(7,000.00)	74,131.68	67,131.68	1059.02%	3,541.50
	Legal Services		0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	13,782.15	782.15	106.02%	3,247.15
	Accounting And Auditing Services		0.00		0.00			0.00
255			(16,000.00)	(16,000.00)	12,021.05	(3,978.95)	75.13%	463.55
	Data Processing Services		0.00		0.00			0.00
259			(7,000.00)	(7,000.00)	1,958.49	(5,041.51)	27.98%	457.61
	Other Professional Services		0.00		0.00			0.00
280			(4,500.00)	(4,500.00)	1,943.99	(2,556.01)	43.20%	0.00
	Travel		0.00		0.00			0.00
291			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	5,662.73	2,862.73	202.24%	242.64
	Office Supplies And Materials		0.00		0.00			0.00
320			(500.00)	(500.00)	4,298.13	3,798.13	859.63%	205.63
	Operating Supplies		0.00		0.00			0.00
510			(36,100.00)	(36,100.00)	37,648.00	1,548.00	104.29%	0.00
	Liability Insurance		0.00		0.00			0.00
551			(500.00)	(500.00)	1,052.00	552.00	210.40%	0.00
	Trustee Fees		0.00		0.00			0.00
555			(1,600.00)	(1,600.00)	2,180.38	580.38	136.27%	0.00
	Bank Service Charges		0.00		0.00			0.00
948			(8,000.00)	(8,000.00)	331.25	(7,668.75)	4.14%	0.00
	Computer Equipment		0.00		0.00			0.00
<b>41800</b>	<b>Community Government Buildings</b>							
241			(9,500.00)	(9,500.00)	5,197.93	(4,302.07)	54.72%	994.68
	Electric		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(3,000.00)	(3,000.00)	2,011.28	(988.72)	67.04%	246.10
	Water		0.00		0.00			0.00
244			(1,200.00)	(1,200.00)	544.79	(655.21)	45.40%	268.25
	Gas		0.00		0.00			0.00
245			(7,200.00)	(7,200.00)	5,404.01	(1,795.99)	75.06%	711.46
	Telephone And Other Communications		0.00		0.00			0.00
260			(5,000.00)	(5,000.00)	18,620.09	13,620.09	372.40%	2,270.94
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,400.00)	(1,400.00)	2,470.06	1,070.06	176.43%	78.00
	Other Contractual Services		0.00		0.00			0.00
900			(150,000.00)	(150,000.00)	0.00	(150,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>41900</b>	<b>Mcneeley Municipal Building</b>							
241			(5,500.00)	(5,500.00)	2,687.49	(2,812.51)	48.86%	964.95
	Electric		0.00		0.00			0.00
242			(1,600.00)	(1,600.00)	1,150.76	(449.24)	71.92%	81.97
	Water		0.00		0.00			0.00
260			(1,600.00)	(1,600.00)	11,419.73	9,819.73	713.73%	1,116.56
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,000.00)	(1,000.00)	675.64	(324.36)	67.56%	78.00
	Other Contractual Services		0.00		0.00			0.00
329			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
900			(40,000.00)	(40,000.00)	0.00	(40,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>42000</b>	<b>Police Dept.</b>							
110			(349,752.00)	(349,752.00)	255,462.52	(94,289.48)	73.04%	32,575.66
	Personnel		0.00		0.00			0.00
112			(30,000.00)	(30,000.00)	40,872.86	10,872.86	136.24%	2,489.84
	Over-Time Personnel		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(10,000.00)	(10,000.00)	10,418.59	418.59	104.19%	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)	23,193.58	3,693.58	118.94%	1,539.31
		Holiday Pay	0.00		0.00			0.00
132			(5,600.00)	(5,600.00)	4,000.00	(1,600.00)	71.43%	4,000.00
		State Bonus	0.00		0.00			0.00
134			(10,050.00)	(10,050.00)	10,582.80	532.80	105.30%	800.00
		Christmas Bonus	0.00		0.00			0.00
141			(32,696.00)	(32,696.00)	26,259.55	(6,436.45)	80.31%	3,226.91
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(88,297.00)	(88,297.00)	58,192.15	(30,104.85)	65.91%	6,488.82
		Hospital And Health Insurance	0.00		0.00			0.00
143			(25,044.00)	(25,044.00)	16,398.39	(8,645.61)	65.48%	2,201.26
		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)	177.71	(322.29)	35.54%	20.92
		Unemployment Insurance	0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	3,014.66	(485.34)	86.13%	0.00
		Employee Education And Training	0.00		0.00			0.00
211			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
216			(500.00)	(500.00)	77.13	(422.87)	15.43%	0.00
		Radio And Tv Services	0.00		0.00			0.00
220			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
235			(1,500.00)	(1,500.00)	65.00	(1,435.00)	4.33%	65.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
237			0.00	0.00	75.20	75.20	No Budget	0.00
	Advertising		0.00		0.00			0.00
241			(6,000.00)	(6,000.00)	3,550.59	(2,449.41)	59.18%	556.16
	Electric		0.00		0.00			0.00
242			(1,200.00)	(1,200.00)	912.02	(287.98)	76.00%	98.97
	Water		0.00		0.00			0.00
244			(1,900.00)	(1,900.00)	616.28	(1,283.72)	32.44%	152.41
	Gas		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	4,105.59	(894.41)	82.11%	650.22
	Telephone And Other Communications		0.00		0.00			0.00
261			(5,000.00)	(5,000.00)	3,115.50	(1,884.50)	62.31%	375.00
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
264			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Repair And Maint Traffic Lights, Parking Meters		0.00		0.00			0.00
266			0.00	0.00	1,108.00	1,108.00	No Budget	355.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
269			(1,000.00)	(1,000.00)	270.00	(730.00)	27.00%	0.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
280			(1,500.00)	(1,500.00)	1,527.87	27.87	101.86%	0.00
	Travel		0.00		0.00			0.00
286			0.00	0.00	0.00	0.00	No Budget	0.00
	Vehicle Purchase		0.00		0.00			0.00
290			(8,000.00)	(8,000.00)	3,556.52	(4,443.48)	44.46%	411.28
	Other Contractural Services		0.00		0.00			0.00
291			(360.00)	(360.00)	165.00	(195.00)	45.83%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
298			(500.00)	(500.00)	142.37	(357.63)	28.47%	0.00
	Collection Fees		0.00		0.00			0.00
310			(2,800.00)	(2,800.00)	1,607.95	(1,192.05)	57.43%	218.76
	Office Supplies And Materials		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
320			(500.00)	(500.00)	2,482.51	1,982.51	496.50%	0.00
	Operating Supplies		0.00		0.00			0.00
326			(4,000.00)	(4,000.00)	4,200.00	200.00	105.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00
327			(3,500.00)	(3,500.00)	3,483.00	(17.00)	99.51%	587.00
	Fire Arm Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	11,838.31	8,838.31	394.61%	3,606.20
	Other Oper. Supplies		0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	9,157.53	(5,842.47)	61.05%	934.92
	Fuel Charges		0.00		0.00			0.00
333			(3,500.00)	(3,500.00)	357.70	(3,142.30)	10.22%	0.00
	Other Equipment (Dispatch 911)		0.00		0.00			0.00
334			(2,500.00)	(2,500.00)	930.92	(1,569.08)	37.24%	930.92
	Tires, Tubes And Etc.		0.00		0.00			0.00
900			(130,000.00)	(130,000.00)	149,235.63	19,235.63	114.80%	3,125.00
	Capital Outlay		0.00		0.00			0.00
<b>42200</b>	<b>Fire Protection And Control</b>							
141			0.00	0.00	206.55	206.55	No Budget	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			0.00	0.00	0.17	0.17	No Budget	0.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			0.00	0.00	25.05	25.05	No Budget	0.00
	Retirement - Current		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	1,611.85	(1,888.15)	46.05%	0.00
	Employee Education And Training		0.00		0.00			0.00
162			(5,000.00)	(5,000.00)	3,465.64	(1,534.36)	69.31%	125.00
	Volunteer Firemen		0.00		0.00			0.00
216			(600.00)	(600.00)	651.95	51.95	108.66%	0.00
	Radio And Tv Services		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
220			(400.00)	(400.00)	350.00	(50.00)	87.50%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
245			(600.00)	(600.00)	915.27	315.27	82.00%	70.09
		Telephone And Other Communications	0.00		0.00			0.00
246			(12,200.00)	(12,200.00)	0.00	(12,200.00)	0.00%	0.00
		Fire Hydrant Rental	0.00		0.00			0.00
261			(12,000.00)	(12,000.00)	6,170.59	(5,829.41)	51.42%	505.10
		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)	4,533.59	(5,466.41)	45.34%	764.62
		Operating Supplies	0.00		0.00			0.00
322			(500.00)	(500.00)	710.77	210.77	142.15%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
329			(600.00)	(600.00)	1,827.06	1,227.06	304.51%	0.00
		Other Oper. Supplies	0.00		0.00			0.00
331			(1,100.00)	(1,100.00)	713.68	(386.32)	64.88%	0.00
		Fuel Charges	0.00		0.00			0.00
333			0.00	0.00	478.00	478.00	No Budget	0.00
		Other Equipment (Dispatch 911)	0.00		0.00			0.00
340			(10,500.00)	(10,500.00)	2,880.22	(7,619.78)	27.43%	0.00
		Norris Volunteer Fire Dept. Expenses	0.00		0.00			0.00
900			(19,000.00)	(19,000.00)	67,107.01	48,107.01	353.19%	0.00
		Capital Outlay	0.00		0.00			0.00
<b>43000</b>		<b>Public Works</b>						
110			(179,199.00)	(179,199.00)	121,598.80	(57,600.20)	67.86%	13,430.80
		Personnel	0.00		0.00			0.00
112			(500.00)	(500.00)	941.10	441.10	188.22%	0.00
		Over-Time Personnel	0.00		0.00			0.00



Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(4,800.00)	(4,800.00)	3,600.00	(1,200.00)	75.00%	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)	9,771.40	(4,835.60)	66.90%	1,044.41
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(51,327.00)	(51,327.00)	37,080.89	(14,246.11)	72.24%	4,178.32
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,254.00)	(6,254.00)	6,729.83	475.83	107.61%	844.34
	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)	95.55	(104.45)	47.78%	18.00
	Unemployment Insurance		0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	25.00	(975.00)	2.50%	0.00
	Employee Education And Training		0.00		0.00			0.00
235			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
241			(2,400.00)	(2,400.00)	1,584.77	(815.23)	66.03%	235.85
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	655.76	(344.24)	65.58%	81.97
	Water		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	2,318.57	(2,681.43)	46.37%	458.54
	Telephone And Other Communications		0.00		0.00			0.00
247			(25,000.00)	(25,000.00)	17,578.18	(7,421.82)	70.31%	3,026.49
	Street Lighting (Electric And Maint.)		0.00		0.00			0.00
261			(8,000.00)	(8,000.00)	10,683.66	2,683.66	133.55%	406.88
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
265			(20,000.00)	(20,000.00)	706.34	(19,293.66)	3.53%	67.79
		Repair And Maintenance Grounds And Ground	0.00		0.00			0.00
266			(14,000.00)	(14,000.00)	1,041.83	(12,958.17)	7.44%	245.54
		Repair And Maintenance Buildings	0.00		0.00			0.00
268			(5,000.00)	(5,000.00)	7,839.11	2,839.11	156.78%	2,909.70
		Repair And Maintenance Roads And Streets	0.00		0.00			0.00
269			(12,000.00)	(12,000.00)	1,883.73	(10,116.27)	15.70%	0.00
		Repair And Maintenance Other Repair And	0.00		0.00			0.00
280			(200.00)	(200.00)	0.00	(200.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
291			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
		Physical/Drug Testing	0.00		0.00			0.00
310			(500.00)	(500.00)	79.98	(420.02)	16.00%	0.00
		Office Supplies And Materials	0.00		0.00			0.00
320			(2,700.00)	(2,700.00)	829.47	(1,870.53)	30.72%	329.88
		Operating Supplies	0.00		0.00			0.00
326			(3,000.00)	(3,000.00)	2,606.39	(393.61)	86.88%	247.17
		Clothing And Uniforms	0.00		0.00			0.00
329			0.00	0.00	59.98	59.98	No Budget	59.98
		Other Oper. Supplies	0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	7,226.59	(7,773.41)	48.18%	400.00
		Fuel Charges	0.00		0.00			0.00
334			(2,000.00)	(2,000.00)	200.14	(1,799.86)	10.01%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	1,185.91	185.91	118.59%	121.13
		Consumable Tools	0.00		0.00			0.00
342			(600.00)	(600.00)	1,387.61	787.61	231.27%	0.00
		Sign Parts And Supplies	0.00		0.00			0.00
471			(5,000.00)	(5,000.00)	2,690.37	(2,309.63)	53.81%	0.00
		Asphalt And Asphalt Filler	0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
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Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(122,000.00)	(122,000.00)	0.00	(122,000.00)	0.00%	0.00
	Capital Outlay		0.00		0.00			0.00
940			(14,000.00)	(14,000.00)	157,039.65	143,039.65	1121.71%	0.00
	Machinery And Equipment		0.00		0.00			0.00
<b>44400</b>	<b>Recreation</b>							
110			0.00	0.00	4,107.97	4,107.97	No Budget	0.00
	Personnel		0.00		0.00			0.00
114			(6,500.00)	(6,500.00)	0.00	(6,500.00)	0.00%	0.00
	Part-Time Personnel		0.00		0.00			0.00
141			(497.00)	(497.00)	314.26	(182.74)	63.23%	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
147			(195.00)	(195.00)	12.32	(182.68)	6.32%	0.00
	Unemployment Insurance		0.00		0.00			0.00
237			0.00	0.00	78.46	78.46	No Budget	0.00
	Advertising		0.00		0.00			0.00
241			(650.00)	(650.00)	387.37	(262.63)	59.60%	47.77
	Electric		0.00		0.00			0.00
242			(3,500.00)	(3,500.00)	3,161.54	(338.46)	90.33%	0.00
	Water		0.00		0.00			0.00
291			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
312			(2,200.00)	(2,200.00)	936.66	(1,263.34)	42.58%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
320			0.00	0.00	4,265.36	4,265.36	No Budget	0.00
	Operating Supplies		0.00		0.00			0.00
325			(8,000.00)	(8,000.00)	0.00	(8,000.00)	0.00%	0.00
	Fireworks Supplies		0.00		0.00			0.00
329			(2,000.00)	(2,000.00)	953.41	(1,046.59)	47.67%	0.00
	Other Oper. Supplies		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **110**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
720			0.00	0.00	350.00	350.00	No Budget	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00
900			(150,000.00)	(150,000.00)	10,805.18	(139,194.82)	7.20%	2,683.50
	Capital Outlay		0.00		0.00			0.00
<b>44800</b>	<b>Libraries</b>							
329			(950.00)	(950.00)	1,523.29	573.29	160.35%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
720			(32,250.00)	(32,250.00)	24,187.50	(8,062.50)	75.00%	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00
<b>45100</b>	<b>Conservation Of Natural Resources</b>							
269			(200.00)	(200.00)	321.81	121.81	160.91%	0.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
320			(3,300.00)	(3,300.00)	349.72	(2,950.28)	10.60%	76.72
	Operating Supplies		0.00		0.00			0.00
551			0.00	0.00	0.00	0.00	No Budget	0.00
	Trustee Fees		0.00		0.00			0.00
<b>45160</b>	<b>Other Natural Resources</b>							
241			(1,000.00)	(1,000.00)	636.38	(363.62)	63.64%	155.61
	Electric		0.00		0.00			0.00
242			(1,000.00)	(1,000.00)	655.76	(344.24)	65.58%	81.97
	Water		0.00		0.00			0.00
329			(6,000.00)	(6,000.00)	6,888.03	888.03	114.80%	829.57
	Other Oper. Supplies		0.00		0.00			0.00
<b>47100</b>	<b>Economic Development Administration</b>							
237			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Advertising		0.00		0.00			0.00
320			(5,500.00)	(5,500.00)	250.00	(5,250.00)	4.55%	0.00
	Operating Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	90.00	(2,910.00)	3.00%	90.00
	Other Oper. Supplies		0.00		0.00			0.00

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Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

User: Sandy Johnson  
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Fund : **110**

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(5,400.00)	(5,400.00)	0.00	(5,400.00)	0.00%	0.00
		Capital Outlay	0.00		0.00			0.00
<b>Total For Fund:</b>	<b>110</b>		(2,363,671.00)	(2,363,671.00)	1,743,535.51	(620,135.49)	73.76 %	146,914.78
			0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **121**

Monthly Comparative: 66.67%

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

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **123**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>45100</b>	<b>Conservation Of Natural Resources</b>							
114			(18,600.00)	(18,600.00)	5,517.15	(13,082.85)	29.66%	0.00
	Part-Time Personnel		0.00		0.00			0.00
141			(1,423.00)	(1,423.00)	422.05	(1,000.95)	29.66%	0.00
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
147			(30.00)	(30.00)	16.56	(13.44)	55.20%	0.00
	Unemployment Insurance		0.00		0.00			0.00
220			(1,000.00)	(1,000.00)	1,713.00	713.00	171.30%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
259			0.00	0.00	4,198.65	4,198.65	No Budget	402.50
	Other Professional Services		0.00		0.00			0.00
261			(1,500.00)	(1,500.00)	735.70	(764.30)	49.05%	164.45
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
265			(13,500.00)	(13,500.00)	7,649.98	(5,850.02)	56.67%	1,231.89
	Repair And Maintenance Grounds And Ground		0.00		0.00			0.00
290			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Other Contractural Services		0.00		0.00			0.00
291			(360.00)	(360.00)	0.00	(360.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(85.00)	(85.00)	0.00	(85.00)	0.00%	0.00
	Office Supplies And Materials		0.00		0.00			0.00
320			(200.00)	(200.00)	29.61	(170.39)	14.81%	0.00
	Operating Supplies		0.00		0.00			0.00
331			(350.00)	(350.00)	192.50	(157.50)	55.00%	0.00
	Fuel Charges		0.00		0.00			0.00
342			(400.00)	(400.00)	359.97	(40.03)	89.99%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
551			(1,670.00)	(1,670.00)	2,351.00	681.00	140.78%	1,299.00
	Trustee Fees		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **123**

Monthly Comparative: 66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
900			(36,500.00)	(36,500.00)	4,900.00	(31,600.00)	13.42%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>51600</b>	<b>Operating Transfers Out</b>							
759			(45,290.00)	(45,290.00)	0.00	(45,290.00)	0.00%	0.00
	Transfers To General Funds		0.00		0.00			0.00
<b>Total For Fund:</b>	<b>123</b>		(122,408.00)	(122,408.00)	28,086.17	(94,321.83)	22.94 %	3,097.84
			0.00		0.00			0.00



Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **128**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>43230</b>		<b>Solid Waste Collection</b>						
248			(47,500.00)	(47,500.00)	33,088.36	(14,411.64)	69.66%	4,047.38
		Recycle/Residential Contract	0.00		0.00			0.00
249			(75,500.00)	(75,500.00)	52,957.04	(22,542.96)	70.14%	6,548.44
		Refuse/Residential Contract	0.00		0.00			0.00
254			0.00	0.00	0.00	0.00	No Budget	0.00
		Architectural, Engineering, And Landscaping	0.00		0.00			0.00
258			(32,500.00)	(32,500.00)	23,163.83	(9,336.17)	71.27%	2,896.70
		Commercial Refuse	0.00		0.00			0.00
<b>Total For Fund:</b>	<b>128</b>		(155,500.00)	(155,500.00)	109,209.23	(46,290.77)	70.23 %	13,492.52
			0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>52113</b>		<b>Purification</b>						
110			(69,777.00)	(69,777.00)	36,795.44	(32,981.56)	52.73%	3,896.84
	Personnel		0.00		0.00			0.00
112			(3,800.00)	(3,800.00)	2,800.00	(1,000.00)	73.68%	200.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	29,702.99	20,082.99	308.76%	2,935.16
	Part-Time Personnel		0.00		0.00			0.00
134			(217.00)	(217.00)	216.56	(0.44)	99.80%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,700.00)	(1,700.00)	0.00	(1,700.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(6,512.00)	(6,512.00)	5,241.85	(1,270.15)	80.50%	528.97
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(34,539.00)	(34,539.00)	10,976.85	(23,562.15)	31.78%	1,240.23
	Hospital And Health Insurance		0.00		0.00			0.00
143			(2,627.00)	(2,627.00)	1,370.49	(1,256.51)	52.17%	142.58
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	1,000.13	500.13	200.03%	663.36
	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)	23,355.35	(17,144.65)	57.67%	3,500.67
	Electric		0.00		0.00			0.00
244			(6,000.00)	(6,000.00)	2,643.93	(3,356.07)	44.07%	0.00
	Gas		0.00		0.00			0.00
245			(6,000.00)	(6,000.00)	2,625.67	(3,374.33)	43.76%	179.09
	Telephone And Other Communications		0.00		0.00			0.00
260			(15,000.00)	(15,000.00)	4,586.62	(10,413.38)	30.58%	2,158.49
	Repair And Maintenance Services		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(2,500.00)	(2,500.00)	7,294.66	4,794.66	291.79%	0.00
	Operating Supplies		0.00		0.00			0.00
322			(15,000.00)	(15,000.00)	15,430.04	430.04	102.87%	826.41
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
389			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Independent Lab Anaylsis		0.00		0.00			0.00
900			(41,000.00)	(41,000.00)	5,983.50	(35,016.50)	14.59%	0.00
	Capital Outlay		0.00		0.00			0.00
<b>52114</b>	<b>Transmission And Distribution</b>							
110			(37,980.00)	(37,980.00)	22,520.22	(15,459.78)	59.29%	2,877.88
	Personnel		0.00		0.00			0.00
112			(4,600.00)	(4,600.00)	3,985.15	(614.85)	86.63%	200.00
	Over-Time Personnel		0.00		0.00			0.00
114			(9,620.00)	(9,620.00)	6,625.55	(2,994.45)	68.87%	698.18
	Part-Time Personnel		0.00		0.00			0.00
134			(108.00)	(108.00)	108.28	0.28	100.26%	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(4,117.00)	(4,117.00)	2,537.79	(1,579.21)	61.64%	288.71
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(22,334.00)	(22,334.00)	685.78	(21,648.22)	3.07%	22.83
	Hospital And Health Insurance		0.00		0.00			0.00
143			(1,538.00)	(1,538.00)	259.29	(1,278.71)	16.86%	107.10
	Retirement - Current		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
260			(1,000.00)	(1,000.00)	4,212.35	3,212.35	421.24%	0.00
		Repair And Maintenance Services	0.00		0.00			0.00
291			(240.00)	(240.00)	355.00	115.00	147.92%	0.00
		Physical/Drug Testing	0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	1,068.46	68.46	62.00%	0.00
		Operating Supplies	0.00		0.00			0.00
322			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
329			0.00	0.00	450.00	450.00	No Budget	0.00
		Other Oper. Supplies	0.00		0.00			0.00
331			(9,000.00)	(9,000.00)	5,771.06	(3,228.94)	64.12%	704.31
		Fuel Charges	0.00		0.00			0.00
332			(3,000.00)	(3,000.00)	1,843.83	(1,156.17)	61.46%	0.00
		Motor Vehicle Parts	0.00		0.00			0.00
338			(26,000.00)	(26,000.00)	22,189.11	(3,810.89)	85.34%	1,481.87
		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%	500.00
		Consumable Tools	0.00		0.00			0.00
391			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Water Meters	0.00		0.00			0.00
900			(44,000.00)	(44,000.00)	10,728.57	(33,271.43)	24.38%	0.00
		Capital Outlay	0.00		0.00			0.00
934			(15,000.00)	(15,000.00)	6,335.00	(8,665.00)	42.23%	0.00
		Drainage, Water Supply And Storage, Sewage	0.00		0.00			0.00
<b>52211</b>		<b>Sewer Collection (Lines)</b>						
110			(19,118.00)	(19,118.00)	10,524.60	(8,593.40)	55.05%	1,559.20
		Personnel	0.00		0.00			0.00
112			(6,600.00)	(6,600.00)	1,189.48	(5,410.52)	18.02%	609.36
		Over-Time Personnel	0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
114			(9,620.00)	(9,620.00)	6,236.69	(3,383.31)	64.83%	677.66
	Part-Time Personnel		0.00		0.00			0.00
134			0.00	0.00	108.28	108.28	No Budget	0.00
	Christmas Bonus		0.00		0.00			0.00
137			(750.00)	(750.00)	0.00	(750.00)	0.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(2,761.00)	(2,761.00)	1,369.09	(1,391.91)	49.59%	215.26
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(11,513.00)	(11,513.00)	4,242.76	(7,270.24)	36.85%	771.00
	Hospital And Health Insurance		0.00		0.00			0.00
143			(921.00)	(921.00)	48.34	(872.66)	5.25%	48.34
	Retirement - Current		0.00		0.00			0.00
148			(500.00)	(500.00)	285.00	(215.00)	57.00%	185.00
	Employee Education And Training		0.00		0.00			0.00
241			(1,300.00)	(1,300.00)	702.48	(597.52)	54.04%	95.93
	Electric		0.00		0.00			0.00
260			(7,500.00)	(7,500.00)	15,806.04	8,306.04	210.75%	1,123.79
	Repair And Maintenance Services		0.00		0.00			0.00
291			(240.00)	(240.00)	0.00	(240.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	659.86	(340.14)	65.99%	0.00
	Operating Supplies		0.00		0.00			0.00
900			(10,000.00)	(10,000.00)	13,588.04	3,588.04	135.88%	0.00
	Capital Outlay		0.00		0.00			0.00
934			(815,140.00)	(815,140.00)	43,445.64	(771,694.36)	5.33%	15,235.13
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
<b>52213</b>	<b>Sewer Treatment And Disposal</b>							
110			(64,597.00)	(64,597.00)	55,299.58	(9,297.42)	85.61%	6,528.20
	Personnel		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
112			(6,100.00)	(6,100.00)	2,361.76	(3,738.24)	38.72%	400.00
		Over-Time Personnel	0.00		0.00			0.00
134			(2,008.00)	(2,008.00)	108.28	(1,899.72)	5.39%	0.00
		Christmas Bonus	0.00		0.00			0.00
137			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Certification Bonus	0.00		0.00			0.00
141			(5,677.00)	(5,677.00)	4,369.25	(1,307.75)	76.96%	523.81
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	16,995.39	(731.61)	95.87%	2,046.90
		Hospital And Health Insurance	0.00		0.00			0.00
143			(4,319.00)	(4,319.00)	2,763.17	(1,555.83)	63.98%	339.61
		Retirement - Current	0.00		0.00			0.00
148			(500.00)	(500.00)	900.00	400.00	180.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
170			(4,000.00)	(4,000.00)	2,867.50	(1,132.50)	71.69%	0.00
		Fees	0.00		0.00			0.00
241			(35,000.00)	(35,000.00)	22,302.49	(12,697.51)	63.72%	2,818.38
		Electric	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	2,809.87	(2,190.13)	56.20%	384.68
		Telephone And Other Communications	0.00		0.00			0.00
260			(16,500.00)	(16,500.00)	16,862.28	362.28	102.20%	1,765.00
		Repair And Maintenance Services	0.00		0.00			0.00
295			(15,000.00)	(15,000.00)	9,709.67	(5,290.33)	64.73%	0.00
		Landfill Services	0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	2,337.68	(7,662.32)	23.38%	20.94
		Operating Supplies	0.00		0.00			0.00
322			(21,000.00)	(21,000.00)	12,897.64	(8,102.36)	61.42%	34.18
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
326			(5,000.00)	(5,000.00)	3,595.24	(1,404.76)	71.90%	0.00
		Clothing And Uniforms	0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
329			0.00	0.00	345.64	345.64	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
934			0.00	0.00	14,219.25	14,219.25	No Budget	0.00
	Drainage, Water Supply And Storage, Sewage		0.00		0.00			0.00
<b>52316 Customer Accounting &amp; Collection</b>								
211			(6,000.00)	(6,000.00)	4,419.82	(1,580.18)	73.66%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
255			(14,000.00)	(14,000.00)	16,740.74	2,740.74	119.58%	0.00
	Data Processing Services		0.00		0.00			0.00
<b>52317 Administrative &amp; General Expenses</b>								
110			(99,999.00)	(99,999.00)	72,208.75	(27,790.25)	72.21%	7,307.70
	Personnel		0.00		0.00			0.00
111			(9,000.00)	(9,000.00)	5,307.58	(3,692.42)	58.97%	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)	6,000.00	0.00	100.00%	0.00
	Certification Bonus		0.00		0.00			0.00
141			(8,566.00)	(8,566.00)	6,421.58	(2,144.42)	74.97%	607.67
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(17,727.00)	(17,727.00)	13,484.49	(4,242.51)	76.07%	1,465.86
	Hospital And Health Insurance		0.00		0.00			0.00
143			(6,597.00)	(6,597.00)	4,347.18	(2,249.82)	65.90%	449.40
	Retirement - Current		0.00		0.00			0.00

Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

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)	0.00	(500.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(500.00)	(500.00)	125.00	(375.00)	25.00%	100.00
		Employee Education And Training	0.00		0.00			0.00
220			(1,250.00)	(1,250.00)	2,028.11	778.11	162.25%	297.88
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
235			(3,000.00)	(3,000.00)	2,243.76	(756.24)	74.79%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			(800.00)	(800.00)	160.00	(640.00)	20.00%	0.00
		Advertising	0.00		0.00			0.00
250			(88,275.00)	(88,275.00)	63,087.69	(25,187.31)	71.47%	7,401.32
		Professional Services	0.00		0.00			0.00
252			(800.00)	(800.00)	586.15	(213.85)	73.27%	0.00
		Legal Services	0.00		0.00			0.00
253			(13,000.00)	(13,000.00)	13,782.15	782.15	106.02%	3,247.15
		Accounting And Auditing Services	0.00		0.00			0.00
256			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Consultant's Services	0.00		0.00			0.00
280			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Travel	0.00		0.00			0.00
310			(2,500.00)	(2,500.00)	2,371.55	(128.45)	94.86%	120.84
		Office Supplies And Materials	0.00		0.00			0.00
320			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Operating Supplies	0.00		0.00			0.00
510			(22,064.00)	(22,064.00)	29,905.00	7,841.00	135.54%	0.00
		Liability Insurance	0.00		0.00			0.00
555			(2,000.00)	(2,000.00)	1,184.66	(815.34)	59.23%	0.00
		Bank Service Charges	0.00		0.00			0.00



Norris City Council Meeting  
**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**February 2024**

Fund : **413**

Monthly Comparative:

66.67%

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	1,901.85
	Customer Reimbursement		0.00		0.00			0.00
948			(3,000.00)	(3,000.00)	2,867.55	(132.45)	95.59%	312.45
	Computer Equipment		0.00		0.00			0.00
<b>52523 Depreciation</b>								
540			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
	Depreciation		0.00		0.00			0.00
<b>Total For Fund: 413</b>			(1,963,105.00)	(1,963,105.00)	768,597.52	(1,194,507.48)	39.15 %	82,439.47
			0.00		0.00			0.00

Norris City Council Meeting

General Fund Budget Balance Report

	2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2022-23	
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budgeted	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Actual	
Revenues	\$ 1,466,131	\$ 1,818,338	\$ 1,701,743	\$ 2,182,164	\$ 2,066,680	\$ 151,286	\$ 615,366	\$ 208,002	\$ 131,663	\$ 85,630	\$ 63,421	\$ 124,449	\$ 109,498	\$ 1,489,315	72.1%
Expenses															
<i>General Government</i>	\$ 273,423	\$ 281,555	\$ 298,842	\$ 474,205	\$ 837,500	\$ 71,750	\$ 59,227	\$ 105,526	\$ 69,266	\$ 54,311	\$ 45,742	\$ 68,501	\$ 46,455	\$ 520,778	62.2%
<i>Police</i>	\$ 507,317	\$ 487,500	\$ 529,446	\$ 580,704	\$ 935,109	\$ 117,242	\$ 71,913	\$ 85,974	\$ 56,239	\$ 120,572	\$ 52,347	\$ 92,864	\$ 66,526	\$ 663,677	71.0%
<i>Fire</i>	\$ 38,986	\$ 26,301	\$ 37,514	\$ 60,316	\$ 147,600	\$ 5,017	\$ 3,782	\$ 79	\$ 25,694	\$ 4,052	\$ 3,523	\$ 48,035	\$ 1,467	\$ 91,649	62.1%
<i>Public Works</i>	\$ 392,034	\$ 602,037	\$ 311,520	\$ 603,971	\$ 717,879	\$ 26,267	\$ 192,602	\$ 35,162	\$ 29,514	\$ 29,190	\$ 28,345	\$ 37,279	\$ 28,506	\$ 406,865	56.7%
<i>Parks &amp; Recreation</i>	\$ 5,629	\$ 13,917	\$ 20,121	\$ 31,725	\$ 180,092	\$ 5,011	\$ 5,987	\$ 544	\$ 9,258	\$ 1,071	\$ 342	\$ 428	\$ 2,731	\$ 25,372	14.1%
<i>Library &amp; Archives</i>	\$ 32,246	\$ 32,246	\$ 32,246	\$ 32,252	\$ 33,800	\$ 8,063	\$ -	\$ -	\$ 9,585	\$ -	\$ -	\$ 8,063	\$ -	\$ 25,711	76.1%
<i>Conservation of NR - Landscaping</i>	\$ 678	\$ 1,595	\$ 3,180	\$ 5,716	\$ 3,500	\$ -	\$ 37	\$ -	\$ 248	\$ -	\$ 37	\$ 273	\$ 77	\$ 672	19.2%
<i>Other NR - Animal Shelter</i>	\$ 4,566	\$ 5,195	\$ 5,742	\$ 6,927	\$ 8,000	\$ 425	\$ 187	\$ 180	\$ 520	\$ 145	\$ 178	\$ 5,478	\$ 1,067	\$ 8,180	102.3%
<i>Community Development</i>	\$ -	\$ 5,000	\$ 5,608	\$ 6,019	\$ 6,230	\$ 250	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90	\$ 340	5.5%
Total Expenses	\$ 1,254,879	\$ 1,455,346	\$ 1,244,219	\$ 1,801,835	\$ 2,869,711	\$ 234,025	\$ 333,735	\$ 227,465	\$ 200,324	\$ 209,341	\$ 130,514	\$ 260,921	\$ 146,919	\$ 1,743,244	60.7%
<i>Transfers &amp; Miscellaneous</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance	\$ 211,252	\$ 362,992	\$ 457,524	\$ 380,329	\$ (803,031)	\$ (82,739)	\$ 281,631	\$ (19,463)	\$ (68,661)	\$ (123,711)	\$ (67,093)	\$ (136,472)	\$ (37,421)	\$ (253,929)	
Beginning Fund Balance	\$ 662,003	\$ 873,255	\$ 1,189,192	\$ 1,682,506	\$ 2,062,835	\$ 2,062,835	\$ 1,980,096	\$ 2,261,727	\$ 2,242,264	\$ 2,173,603	\$ 2,049,892	\$ 1,982,799	\$ 1,846,327	\$ 2,062,835	
Ending Fund Balance	\$ 873,255	\$ 1,189,192	\$ 1,682,506	\$ 2,062,835	\$ 1,259,804	\$ 1,980,096	\$ 2,261,727	\$ 2,242,264	\$ 2,173,603	\$ 2,049,892	\$ 1,982,799	\$ 1,846,327	\$ 1,808,906	\$ 1,808,906	
Capital Outlays					\$ 908,900	\$ 50,575	\$ 155,339	\$ 25,204	\$ 28,680	\$ 37,023	\$ 6,154	\$ 75,736	\$ 5,808	\$ 384,519	42.3%
						\$ (32,164)	\$ 436,970	\$ 5,741	\$ (39,981)	\$ (86,688)	\$ (60,939)	\$ (60,736)	\$ (31,613)	\$ 130,590	

**State Street Aid Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Actual	
Revenues	\$ 57,638	\$ 53,195	\$ 57,023	\$ 61,919	\$ 61,919	\$ 55,900	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 5,439	\$ 4,638	\$ 4,542	\$ 4,768	\$ 42,993	76.9%
Expenses	\$ -	\$ -	\$ 148,710	\$ -	\$ -	\$ 150,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	0.0%
Balance	\$ 57,638	\$ 53,195	\$ (91,687)	\$ 61,919	\$ 61,919	\$ (94,100)	\$ 4,895	\$ 4,603	\$ 5,454	\$ 6,347	\$ 5,439	\$ 4,638	\$ 4,542	\$ 4,768	\$ 42,993	
Beginning Fund Balance	\$ 176,944	\$ 234,582	\$ 287,777	\$ 196,090	\$ 221,529	\$ 258,009	\$ 258,009	\$ 262,904	\$ 267,507	\$ 272,961	\$ 279,308	\$ 284,747	\$ 289,385	\$ 293,927	\$ 258,009	
Ending Fund Balance	\$ 234,582	\$ 287,777	\$ 196,090	\$ 258,009	\$ 283,448	\$ 163,909	\$ 262,904	\$ 267,507	\$ 272,961	\$ 279,308	\$ 284,747	\$ 289,385	\$ 293,927	\$ 298,695	\$ 301,002	

**Watershed Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2023-24	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Actual	
Revenues	\$ 69,188	\$ 76,585	\$ 74,189	\$ 95,225	\$ 102,820	\$ 24,834	\$ 17,010	\$ 8,089	\$ 12,715	\$ 9,925	\$ 4,166	\$ 12,093	\$ 9,115	\$ 97,947	95.3%
Expenses	\$ 45,929	\$ 29,701	\$ 60,548	\$ 61,352	\$ 149,408	\$ 7,754	\$ 9,005	\$ 1,145	\$ 2,658	\$ 2,245	\$ 1,085	\$ 1,097	\$ 3,099	\$ 28,088	18.8%
Balance	\$ 23,259	\$ 46,884	\$ 13,641	\$ 33,873	\$ (46,588)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 3,081	\$ 10,996	\$ 6,016	\$ 69,859	
Transfer to Special Projects					\$ 5,900.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Balance after Transfer					\$ (52,488)	\$ 17,080	\$ 8,005	\$ 6,944	\$ 10,057	\$ 7,680	\$ 3,081	\$ 10,996	\$ 6,016	\$ 69,859	
Beginning Fund Balance	\$ 178,621	\$ 201,880	\$ 248,764	\$ 262,405	\$ 296,278	\$ 296,278	\$ 313,358	\$ 321,363	\$ 328,307	\$ 338,364	\$ 346,044	\$ 349,125	\$ 360,121	\$ 296,278	
Ending Fund Balance	\$ 201,880	\$ 248,764	\$ 262,405	\$ 296,278	\$ 243,790	\$ 313,358	\$ 321,363	\$ 328,307	\$ 338,364	\$ 346,044	\$ 349,125	\$ 360,121	\$ 366,137	\$ 366,137	
Capital Outlays					\$ 63,500	\$ -	\$ 4,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,900	7.7%

**Solid Waste Fund Balance Report**

	2019-20	2020-21	2021-22	2022-23	2023-24	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	2022-23	
	ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Actual	
Revenues	\$ 132,040	\$ 137,997	\$ 138,817	\$ 125,653	\$ 157,572	\$ 11,606	\$ 13,288	\$ 13,055	\$ 13,840	\$ 12,471	\$ 13,565	\$ 13,055	\$ 12,902	\$ 103,782	65.9%
Expenses	\$ 127,502	\$ 122,540	\$ 146,737	\$ 156,019	\$ 155,500	\$ 12,815	\$ 13,372	\$ 14,091	\$ 13,841	\$ 14,007	\$ 13,771	\$ 13,820	\$ 13,492	\$ 109,209	70.2%
Balance	\$ 4,538	\$ 15,457	\$ (7,920)	\$ (30,366)	\$ 2,072	\$ (1,209)	\$ (84)	\$ (1,036)	\$ (1)	\$ (1,536)	\$ (206)	\$ (765)	\$ (590)	\$ (5,427)	
Beginning Fund Balance	\$ 38,840	\$ 43,378	\$ 58,835	\$ 50,915	\$ 20,549	\$ 20,549	\$ 19,340	\$ 19,256	\$ 18,220	\$ 18,219	\$ 16,683	\$ 16,477	\$ 15,712	\$ 20,549	
Ending Fund Balance	\$ 43,378	\$ 58,835	\$ 50,915	\$ 20,549	\$ 22,621	\$ 19,340	\$ 19,256	\$ 18,220	\$ 18,219	\$ 16,683	\$ 16,477	\$ 15,712	\$ 15,122	\$ 15,122	

Norris City Council Meeting

**Water Works Fund Balance Report**

		2019-20	2020-21	2021-22	2022-23	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	2023-24	
		ADJ Totals	ADJ Totals	ADJ Actual	ADJ Actual	Budget	Jul Actual	Aug Actual	Sep Actual	Oct Actual	Nov Actual	Dec Actual	Jan Actual	Feb Actual	Actual	
<b>Revenues</b>																
	<i>Water Billing</i>	\$ 455,106	\$ 507,434	\$ 484,052	\$ 521,523	\$ 529,000	\$ 47,818	\$ 47,769	\$ 50,094	\$ 48,348	\$ 48,391	\$ 44,906	\$ 44,905	\$ 47,256	\$ 379,487	71.7%
	<i>Sewer Billing</i>	\$ 420,373	\$ 418,523	\$ 425,397	\$ 493,633	\$ 510,700	\$ 42,896	\$ 42,896	\$ 47,428	\$ 43,532	\$ 43,714	\$ 43,180	\$ 43,179	\$ 43,779	\$ 350,604	68.7%
	<i>Water Works Charges</i>	\$ 46,446	\$ 43,576	\$ 53,837	\$ 22,569	\$ 886,643	\$ 6,162	\$ 744	\$ 1,926	\$ 6,823	\$ 4,755	\$ 3,000	\$ 7,839	\$ 5,781	\$ 37,030	4.2%
	<i>Interest Income</i>	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Total Revenues</b>		\$ 921,925	\$ 969,533	\$ 963,286	\$ 1,037,725	\$ 1,926,343	\$ 96,876	\$ 91,409	\$ 99,448	\$ 98,703	\$ 96,860	\$ 91,086	\$ 95,923	\$ 96,816	\$ 767,121	39.8%
<b>Expenses</b>																
	<i>Admin &amp; General</i>	\$ 254,371	\$ 245,123	\$ 186,711	\$ 276,417	\$ 340,645	\$ 24,468	\$ 24,948	\$ 26,691	\$ 61,765	\$ 23,415	\$ 20,229	\$ 32,036	\$ 23,905	\$ 237,457	69.7%
	<i>Customer Billing</i>	\$ 13,996	\$ 11,335	\$ 12,849	\$ 16,453	\$ 23,000	\$ 14,765	\$ 2,383	\$ -	\$ -	\$ 1,821	\$ 2,116	\$ 76	\$ -	\$ 21,161	92.0%
	<i>Wastewater Treatment &amp; Disposal</i>	\$ 172,800	\$ 175,163	\$ 154,499	\$ 196,258	\$ 213,928	\$ 18,587	\$ 31,386	\$ 28,540	\$ 19,620	\$ 14,941	\$ 20,882	\$ 21,926	\$ 14,863	\$ 170,745	79.8%
	<i>Wastewater Collection</i>	\$ 29,325	\$ 34,139	\$ 177,102	\$ 50,248	\$ 886,962	\$ 1,001	\$ 22,999	\$ 4,423	\$ 7,479	\$ 3,502	\$ 22,363	\$ 15,919	\$ 20,520	\$ 98,206	11.1%
	<i>Water Transmission &amp; Distribution</i>	\$ 61,579	\$ 95,431	\$ 108,268	\$ 59,283	\$ 184,037	\$ 2,921	\$ 5,379	\$ 12,812	\$ 30,662	\$ 9,409	\$ 12,290	\$ 10,652	\$ 6,882	\$ 91,007	49.5%
	<i>Water Purification</i>	\$ 111,894	\$ 108,789	\$ 122,416	\$ 213,445	\$ 302,532	\$ 17,325	\$ 25,516	\$ 13,526	\$ 13,356	\$ 23,397	\$ 21,810	\$ 18,826	\$ 16,269	\$ 150,025	49.6%
<b>Total Expenses</b>		\$ 643,965	\$ 669,980	\$ 761,845	\$ 812,104	\$ 1,951,104	\$ 79,067	\$ 112,611	\$ 85,992	\$ 132,882	\$ 76,485	\$ 99,690	\$ 99,435	\$ 82,439	\$ 768,601	39.4%
<b>Balance</b>		\$ 277,960	\$ 299,553	\$ 201,441	\$ 225,621	\$ (24,761)	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,512)	\$ 14,377	\$ (1,480)	
<b>Depreciation</b>		\$ 98,000	\$ 104,004	\$ 107,316	\$ 32,374	\$ 100,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
<b>Operating Available Flow</b>		\$ 179,960	\$ 195,549	\$ 94,125	\$ 193,247	\$ (124,761)	\$ 17,809	\$ (21,202)	\$ 13,456	\$ (34,179)	\$ 20,375	\$ (8,604)	\$ (3,512)	\$ 14,377	\$ (1,480)	
<b>Beginning Fund Balance</b>		\$ 728,258	\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,391,139	\$ 1,391,139	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,398	\$ 1,378,794	\$ 1,375,282	\$ 1,391,139	
<b>Ending Fund Balance</b>		\$ 908,218	\$ 1,103,767	\$ 1,197,892	\$ 1,391,139	\$ 1,266,378	\$ 1,408,948	\$ 1,387,746	\$ 1,401,202	\$ 1,367,023	\$ 1,387,398	\$ 1,378,794	\$ 1,375,282	\$ 1,389,659	\$ 1,389,659	
<b>Capital Outlays</b>						\$ 1,013,140	\$ 625	\$ 23,635	\$ 9,511	\$ 16,706	\$ 9,250	\$ 11,676	\$ 10,218	\$ 15,548	\$ 97,169	9.6%

**Drug Control Fund Balance Report**

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

**TO: Norris City Council**  
**DATE: March 11, 2024**  
**FROM: Adam Ledford**  
**RE: City Manager's Report**

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

Revenues and Expenditures:

- a. General fund revenues through the first 8 months of the fiscal year totaled \$1,489,315 or 72.1% of the plan, well above the level loaded average of 66.7%. The number was behind last year at this time by roughly \$362,173. This shift is directly related to 2 unique revenues from last year that were not anticipated to be continuing sources (the City received \$104,000 from the County as a match associated with a project and the City received COVID direct allocation funds). If you take those 2 numbers out, organically, the current year is out performing last year by roughly \$217,162.
- b. General fund expenditures of \$1,743,244 reflect 60.7% 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 February number higher than last year by roughly \$484,388.
- c. General fund expended 42.3%, or \$384,519 of the updated capital expenditures plan for the fiscal year.
- d. Water/Sewer revenues resulted in \$767,121 or 39.8% of the adjusted plan, however if you remove anticipated grant funds, the total represented 69% of organic revenue anticipated. The number outpacing last year by roughly \$87,578.
- e. Water/Sewer expenditures totaled \$768,601 or 39.4% of the fiscal year adjusted plan. The number more than last year by roughly \$217,479. This increase is partially driven by \$97,169 of planned capital expenditures or 9.6% of the fiscal year budget.
- f. Watershed revenues of \$97,947 represents 95.3% of adjusted fiscal year revenue expectations headed by rifle range permits and interest. This is an increase over last year by about \$15,531 through the same period.
- g. Watershed expended 7.7%, or \$4,900 of the planned capital expenditures for the fiscal year. The remaining expenditures are backend loaded for the 4<sup>th</sup> quarter of the fiscal year.
- h. Street Aid revenues of \$42,993 presented a consistent mark beating expectations at 76.9%. This increase is driven by interest on the fund.
- i. Solid Waste expenditures are currently \$109,209 which is 70.2% of anticipated cost. Revenues are at \$103,782 or 65.9% of planned. This shows that after city's fee adjustment and the contractor's annual rate increase the City is slightly behind matching revenues to expenses. I will remind the Council that negotiations to reduce contract expenses through adjustments in services was rejected by the contractor. The agreement will be up for reconsideration in the next 1.5 years.

**2. Utility Audit Services**

The vendor is currently conducting the audit and should have results in the next 2 weeks.

**3. Oak Road Park Pavilion Project**

The vendor has started and is anticipated to complete the project on time in late April.

**4. Paving Project**

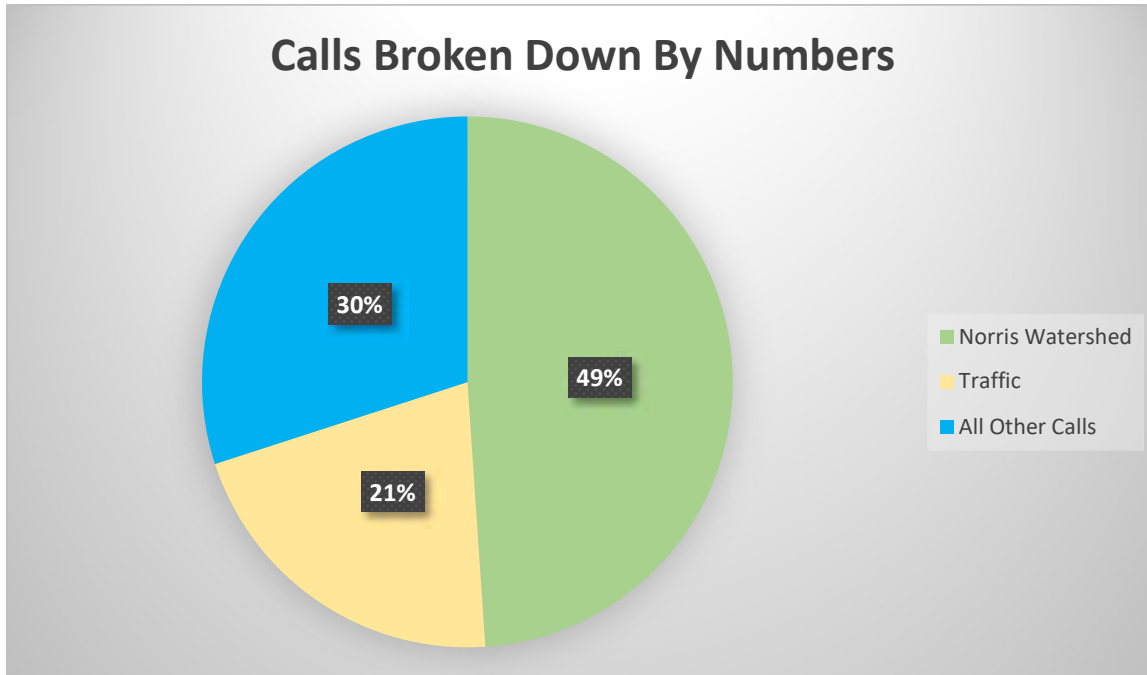
The vendor has started making final arrangements with public works and anticipates beginning work in the next 2 weeks.

**5. Police/Fire Roof Project**

The vendor is roughly 95% done with the project. Once gutters are complete public works will resolve lingering water runoff issues.



To: Adam Ledford, City Manager  
 From: Mike Poole, Chief  
 Subject: February Monthly Report  
 Date: March 1<sup>st</sup>, 2024



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

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

<b>Accident – Motor Vehicle</b>	<b>3</b>	<b>Arrest of a Wanted Subject</b>	<b>1</b>
<b>Abandoned Vehicle</b>	<b>1</b>	Assist Other Agency	1
<b>Public Assist</b>	<b>2</b>	Intoxicated Person	1
<b>Animal Complaint</b>	<b>3</b>	Open Door / Gate	1
<b>B.O.L.O – A.P.B.</b>	<b>2</b>	Threats/Assault	1
<b>Case Follow Up Investigations</b>	<b>15</b>	Suspicious Person-vehicle-Activity	10
<b>Contact or Locate Person</b>	<b>1</b>	Theft of Property	1
<b>Disturbance</b>	<b>2</b>	Traffic Enforcement	41
<b>Disabled Vehicle</b>	<b>4</b>	Traffic Complaint-Control-Hazard	11
<b>Domestic Problem- Domestic Standby</b>	<b>3</b>	Traffic Stops	18
<b>EDP / Suicidal Person</b>	<b>2</b>	Recovery of Property	2
<b>Death investigation</b>	<b>1</b>	Watershed Patrol/property checks	133
<b>Fraud Investigation</b>	<b>2</b>	Welfare Check	4
<b>Officer Investigations</b>	<b>5</b>	Stationary Observation at Norris Dam	1
<b>Illegal Parking</b>	<b>2</b>	Vandalism	1
<b>Aggravated Stalking</b>	<b>1</b>		

In the month of February, the Norris Police Department had documented a total of 576 Calls for service. Of the 576 Total entries, 143 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 105 Patrols and 28 property checks in and through the Norris Watershed. An additional 4 calls for service were answered. This accounted for a total of 137 calls for service and 42.37 Total hours spent in or on the Norris Watershed.
- The Norris Rifle Range annual membership ended September at 760, which is up 29 permits from last year (2022-2023).
- At the time of this report, the roof for the fire bay is almost complete. All the roofing is up and in place. We are currently waiting on guttering and trim. However, I can report that the Fire Bay is dry.
- Norris Police Department lost one officer who took a job with another agency during the month of February. We will be working to fill this position as soon as possible.

---

Mike Poole  
Chief of Police



## Monthly Fire Report

To: City Manager

From: Rick Roach (Fire Chief)

Date: 03/01/2024

The Norris Fire Department was dispatched to 24 calls for service inside the city in the month of February. The fire department was also requested for mutual aid for an additional 14 calls.

The fire department is coordinating with the Norris Watershed Commission to help with a controlled burn sometime in mid to late March.

The fire department has added two new members to their roster, one a returning firefighter, and one who will need to complete the fire academy.

The fire department is also working with the Anderson County Dispatch Center to transition from the UHF channel to the Tennessee Valley System. This move will enhance the interoperability of both the dispatch center and the responding fire departments.

Anderson County Government, along with the Anderson County Fire Commission has received 300 new digital portable radios that will be programmed to the TN Valley System, and distributed to county firefighters. Since the Norris Fire Department has already purchased the same radios, from Anderson County funds, we will only receive new radios when we have a new firefighter join our department. However, this will eliminate future costs of portable radios as long as Anderson County continues the radio program.

Rick Roach  
Norris Fire Chief

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

Community building Maint.	49
Public Works Building Maint.	28
Public Safety Building Maint.	2
McNeeley Building Maint.	24
Lions Pavilion & Gazebo	0
Equip. & Vehicle Maintenance	120
Watershed, Rifle Range, Trash & Litter	151.5
Street and Roads	12
Mowing	0
Sidewalks	0
Leaf Collection	0
Brush Pickup, Pruning, Mulching, Tree Work	27
Drainage (Gutter/Basins) Maintenance	22
Eric Harold Park	10
Oak Road Park	8
Ridgeway Park	32.5
Town Clean Up/ garbage, Litter in Town	35.5
Animal control	24
Signs repair and replace	2
Tree Commission	1
Volunteer Fire Dept.	1
Overtime	0
Administration Work	4

<b>Loads</b>	
0	Leaves
2	Brush
0	Chips

**Vehicle Report**

	Current Mileage	Miles for the Month
2017 Chev	61906	788
2013 Chev	560541	493
2000 Ford	n/a	n/a
2005 Dump Truck	56996	100
2022 Kenworth	3049	99

**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) Repair garbage can lids around town
- b) New bench installed at Ridgeway Rd Island

**2 Community Building**

- a) Weekly cleaning and set ups
- b) Buffed floors
- c) Cleaned out closets in Gym to use as storage
- d) Picked up new racks
- e) Worked on New lighting for parking lot

**3 McNeeley Municipal Building**

- a) Weekly cleaning
- b) New locks for Archives door
- c) New keys for museum entrance doors
- d) Finished up repairs in kitchen storage room of museum

**4 Lion's Pavillion and Gazebo**

- a) Trash in trash cans picked up weekly

**5 Vehicles and Equipment**

- a) Monthly checklist performed
- b) Repaired plow disc
- c) Repaired brakes and lighting on utility trailer
- d) Repair work truck heating and air controller
- e) Repaired wiring for truck trailer brakes
- f) Installed new brake controller on 2017 Chevy
- g) Repaired 2013 Chevy door latch
- h) Repaired side by side tires

**6 Public Works Building**

- a) Weekly cleaning

**7 Public Safety Building**

- a) Worked with contractor with electrical issues
- b) Fire extinguishers took to firehall for yearly check

**7 Drainage**

- a) Cleaned as needed

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

- a) Brush pick up performed monthly

**9 Parks**

- a) New Pavilion started at Oak Park
- b) Signs repaired, repainted, and installed
- c) New bench at Ridgeway Park
- d) Oak Park will be getting rubber mulch and new barriers
- e) New kiosks installed at all parks

**10 Watershed**

- a) Bush hogged openings to be burned
- b) Disc or plowed around edges of wildlife openings to be burned
- c) Ordered more marking paint for clear cut
- d) Ordered signs for Clear cut
- e) Repaired gate at high point and Upper Clear creek
- f) Removed fallen trees off trails
- g) Cleaned out Summer crew storage shed

Rifle Range

- 1) removed all shell casings and installed new gravel around shooting sheds.
- 2) Filled Mud hole with gravel
- 3) Blew shed roofs off shooting sheds
- 4) Met with Ralph about new shooting lane
- 5) 2/8 2 boards replaced
- 6) 2/15 1 board replaced
- 7) 2/29 2 boards replaced

**12 Animal Control**

- a) Fed daily and kennels cleaned
- b) One cat in and one was adopted

## Parks and Recreation Director's Report

February 2024

1. Continued coordination with Hicks Construction on the Pavilion project at Oak Rd. Park.
2. Researched and gathered documents to assist CDP with the completion of the Norris Parks and Rec Master Plan.
3. Developed early 2024-2025 Budget for Parks and Recreation activities and communicated with the City Manager
4. Developed plans for Creamery Park project approved by City Council.
5. Continued work on 2024 LPRF Grant application process.

Improvements at Parks and Rec Facilities		
Project	Park(s)	Description
Kiosks	Eric Harold, Oak Road, Ridgeway	Kiosks installed at each facility by Public Works
Pavilion	Oak Road Park	Ground broken; foundation work being done.

## Norris Recreation Commission Meeting December 19th, 2023

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

**Members in Attendance:** Lisa Higginbotham, Brianne Kibler, Elizabeth Mason, Sarah Miceli, Chuck Nicholson, Chris Mitchell

**Members Not in Attendance:** Kathie Murphy

**Guests:** Loretta Painter, Bailey Whited

**Call to Order:** 7:02 p.m.

**Approve Minutes:** all in favor of approval

### Old Business:

1. City Council Update: Chris M. advises that we start thinking about how we will spend the next lump sum of Recreation money. Would like to see us talk about the process of the pavilion for Oak Road Park and the process of starting the next pavilion at Eric Harold park. Bailey will report back to us next meeting with a park assessment and regarding safety of equipment. Bailey will also share some older assessment documents with the group. Chris M would like to get tennis court bids for us to review. Re-do, repair, multi-function pickleball/tennis courts etc. Bailey will work on this. Lisa H. make sure to check the safety of the parks, especially if insurance has noted unsafe conditions in the parks. Chris M. safety items will definitely be funded, it is not an either/or situation. Chris M. makes a motion that Bailey be given the task of bringing executable bid options for tennis courts, multi-purpose, re-do or replace, change location etc. for us to consider to recommend to council by next Recreation meeting. Elizabeth seconds the motion. All in agreement, motion passed.
2. City of Norris Park & Rec 10 Year Plan (Community Development Partners): group discussed the Norris short-term and long-term priorities list in detail.
3. Update on Capital Improvements (Bailey Whited): OR Park pavilion, tennis court discussion
4. Update on NRC Donation Perpetual Fund (Tennis Facility, etc) (Bailey Whited): discussion of audit numbers and perpetual funds with the group
5. Norris Disc Golf: no updates
6. Pickleball: request that pickleball nets be replaced, would like nets on wheels for convenience, Franklin brand \$159 x 2 (2 nets), Kathie and Katie offered to fund raise to try to recover some of the cost. Small items of equipment budget available. Brianne requests a motion to authorize up to \$500 from the Recreation budget to purchase 2 Franklin portable pickleball nets and indoor pickleball balls. Sarah seconds, all in favor. Motion passed.
7. Norris Lions Club Workday: no plans as of right now, deferred for early spring
8. Adopt a Park Program: no plans as of right now
9. Fundraising Opportunities: We cannot solicit donations. We can sell items if we limit the sales to two 30-day periods
10. Norris Recreation Commission Charter Review: will sit down at some point to look at charter, Brianne will send it out to the commission

11. Halloween Events Recap: Brianne has a list of feedback and will send it out to the group. Events went really well. Elizabeth was really taken aback at how great the big Halloween trail event went.
12. Norris Shines: Scavenger hunt, Norris Shines event doing really well.

**New Business:**

1. Schedule Park Walk Through: 1/10/23 @ Eric Harold Park at 1:00 p.m.

**Next Meeting Date: 1/16/23**

.



## Norris Recreation Commission Special Called Meeting February 6th, 2024

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

**Members in Attendance:** Brianne, Sarah, Kathie, Chuck, Chris, Lisa, Elizabeth

**Members Not in Attendance:** n/a

**Guests:** Loretta, Pam, Sue Hill, Kim Hill, Bailey Whited

**Call to Order: 6:00 p.m.**

### New Business:

1. Park & Rec Master Plan Implementation Tables: discussion of edits needed for Master Plan power point. Several things left out. Rewording of 'goals' vs 'action list' and vision statement (broad). Discussion of which slides to eliminate. Chris would like it changed tonight so that he can submit the letter of intent to Council next week. Major items that need to be referenced.

Discussion of scope of plan: big projects over the next 3 years, keep ideas broad so that there can be flexibility in the coming months. Each member went through what they'd like to add to the list, Bailey keeping list. Chris suggests fundraising if allowed – for grant matching.

PUBLIC: Sue Hill would like NRC to consider activities for seniors, considering the population of seniors. Kim Hill would like to see more senior activities out and available. Loretta would like to see money coming from ACS to get money for the tennis courts if the schools plan on using them. Chris also suggests TVA, Walmart, etc.

List of proposed items: dual use tennis/pickle ball courts, post tension concrete, lighting, basketball, bathrooms w/ ADA, ADA walkways/entrances/connectivity and pavilion improvements, ADA parking lots, address ADA accessibility in parks.

**Motion (Chuck) to proceed with working on the grant application based on the proposed list (Kathy) seconds.**

2. Grant Intent Application

**Next Meeting Date: 2/20/24 (regular meeting)**



**NORRIS WATERSHED BOARD MINUTES**

**January 18, 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: OPEN	Absent	2yr. Term Expiration – OPEN
Member: Bill Grieve	Present	City Council Representative

**Quorum Met**

**I. Call to Order**

The meeting was called to order by Ralph Jordan at 5:00 pm.

**II. Approval of the Agenda**

No action was taken.

**III. Minutes:**

A motion was made by Bill Grieve and seconded by Allen Hendry **to approve the minutes of the November 15, 2023 meeting while correcting minor adjustments.**

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

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

**IV. Hear the Public:**

Norris Chief of Police Mike Poole requested development of a training range attached to the existing shooting range in the watershed. The concept was well received and plans for further development arranged.

**V. New Business**

- **Election of Chairperson and Vice Chairperson** - Ralph Jordan opened the floor for nomination for Chair and Vice Chair.

A motion was made by Bill Grieve and seconded by Robin Sain **to appoint Ralph Jordan Chairperson and Allen Hendry Vice Chairperson of the Norris Watershed Board for 2024.**

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

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

- **Setting of Future Meeting Day and Time** – Ralph Jordan presented options for setting the date and time for meetings moving forward. After a brief discussion by members on available Allen Hendry motioned and Dennis Yankee seconded **to set 6 p.m. on the 3<sup>rd</sup> Thursday of each month to be the official time and date of Watershed Board meetings.**

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

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

## VI. Old Business

- **Clark Creek Springhead** – Ralph Jordan updated that he and the contractor had been unable to meet up before this meeting.
- **Clear Creek Parking Area/Stream Bank Stabilization** – No update was given.
- **Boundary Trail Tree Removal/Cleanup** – Ralph Jordan provided details about 2 trees coming down in the watershed at Boundary. The tops of the trees making it across the road and damaging Dan Ott's property.
- **Tree Complaint Policies** – A deeper review of laws and responsibility was discussed before updating the current policies on tree removal.
- **Mini Excavator** – City Manager Ledford asked the Board to take part in the joint purchase of equipment currently out for bid. The general fund and utility fund having already committed to the project. A motion was made by Dennis Yankee and seconded by Robin Sain **to authorize a commitment of the watershed fund of 1/3 of the cost up to, but not to exceed \$30,000.00.**  
The proposal passing on a vote of 5 to 0 as follows:  
Yes: Ralph Jordan, Allen Hendry, Bill Grieve, Dennis Yankee, Robin Sain
- **Lumber Sale** – Joe Feeman presented his plan to go out for a lumber sale in the watershed.

## VII. Reports

- **Financials** – Written report submitted, submitted without comment.
- **Norris Public Works** – Written report submitted without comment.
- **Norris Public Safety** – Written report submitted without comment.
- **Resource Management** – Written report submitted without comment.

## VIII. Adjournment

Motion by Bill Grieve and seconded by Dennis Yankee to adjourn at 6:08 p.m., All: AYE

Norris City Council Meeting  
**Norris Animal Shelter Commission**  
February 19, 2024

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

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

**Public Present:** none

**Meeting called to order at 7:03 pm**

**Hear the public:** none

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

**Shelter Report:** *Maggie*

**Cats:**

*Freya*-returned to the shelter. She had been with the same family that adopted Piper, who was very unhappy having another cat in the house.

*Annie*-adopted

**Dogs:**

*Monty*- currently at the clinic, scheduled for his 2<sup>nd</sup> injection tomorrow morning then he will return to his current foster home. Hopefully they will decide to adopt him!

Maggie reported that we have had several monetary donations for which thank you cards have been written. Heather Archer organized a food donation drive for the shelter. If any of it is close to expiring, it can be donated to Anderson County. Maggie has been trying to help Nancy Boody trap a cat "Bubba" to neuter him but he has been very evasive.

Update on Bonnie and Clyde, they are both doing very well and happy in their new families!

**Financial Report:** did not receive a report

**Old Business:** none

**New Business:**

**Community Development Board-** they sent an offer of help with anything we may need. Hannah suggested a representative of the CDB join us for our next meeting to explain more about what they have in mind.

**Possible neglect case-** Tracy concerned for a dog at a neighbor's house that has a history of neglect. Another neighbor thinks they dog may have died. Tracy has contacted the police department several times requesting a check of the animal but it has not happened. Hannah suggested at this point she may need to contact Adam if they are going against city ordinances and the police refuse to intervene. Leesa said to let her discuss the matter with her husband, who is on the police force. We will wait and see what he says and go from there.

**Our next meeting is scheduled for March 18, 2024 at 7pm.**

**Commission meeting adjourned at 7:37 pm**

Respectfully submitted, Hannah Lawson

**COMMUNITY DEVELOPMENT BOARD**  
**MEETING MINUTES: January 25, 2024**

**Members Present:** Will Grinder (exp.: Council Term), George Miceli (exp.: Mar 31, 2024), Laurie Templin (exp.: April 30, 2024), Lisa Barger (exp.: Sep.30, 2025), Charlie Murphy (exp.: Feb 28, 2026), Alex Munro (exp.: April 30, 2026)

**Members Absent:** Blake Knight (exp. Nov 30, 2025)

**Location:** Norris Community Building

**Guest (s) in Attendance:** Bailey Whited

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/FOLLOW UP (Who/What/When)
Called To Order Time	6:00 PM	
Hear From the Public		
Approval of Minutes	<ul style="list-style-type: none"> <li>■ Revisions needed to December minutes, Murphy to complete and distribute.</li> </ul>	
Old Business		
New Business	<ul style="list-style-type: none"> <li>■ The group discussed options for updating the city's entrance signage. George Miceli presented two design concepts to be shared at the upcoming city council workshop. It was suggested that George Reedy evaluate the structural integrity of the existing stone pillars supporting one of the signs. If found to be unsound, rebuilding the structure was</li> </ul>	<ul style="list-style-type: none"> <li>- Have George Reedy evaluate the structural integrity of the existing sign pillars</li> <li>- Reach out to a concrete contractor about pouring a solid base for a new</li> </ul>

**COMMUNITY DEVELOPMENT BOARD**  
**MEETING MINUTES: January 25, 2024**

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/FOLLOW UP (Who/What/When)
	<p>recommended. Don offered to get a quote for poured concrete caps/edges to mimic a stone look for the new designs. Concerns around visibility and aesthetics from different angles were raised. Landscaping the area was proposed to complement any new signage. The PowerPoint presentation for the workshop and next steps were assigned accordingly.</p>	<p>sign design                      - Put together a PowerPoint presentation for the city council workshop on signs                      - Circulate the group's bylaws for any proposed changes ahead of the next meeting                      - Follow up on landscaping ideas to enhance the appearance of any new signage</p>
Adjournment	<p>■ Meeting adjourned at 6:36 PM</p>	

**COMMUNITY DEVELOPMENT BOARD**  
**MEETING MINUTES: February 28, 2024**

**Members Present:** Will Grinder (exp.: Council Term), George Miceli (exp.: Feb 28, 2027),  
Laurie Templin (exp.: April 30, 2024), Lisa Barger (exp.: Sep.30, 2025),  
Alex Munro (exp. Apr 30, 2026), Charlie Murphy (exp.: Feb 28, 2026)

**Members Absent:** Blake Knight ( exp. Dec 31, 2025),

**Location:** Norris Community Building

**Guest(s) in Attendance:** Loretta Painter

TOPIC	DISCUSSION/CONCLUSIONS	RECOMMENDATIONS/ FOLLOW UP (Who/What/When)
Called to order TIME	6:02 Quorum requirements meet with 5 voting members present	
Hear from the Public	None	
Approval of minutes	<b>APPROVED UNANIMOUSLY:</b> To approve January meeting minutes (Munro motion, Miceli seconded)	





**COMMUNITY DEVELOPMENT BOARD**  
**MEETING MINUTES: February 28, 2024**

<p>New Busine ss</p>	<p>1. <b><u>Discussion of Animal Shelter request:</u></b> Lee Borger request that a CDB member to attend the March 18, 2024 (7pm) Animal Shelter meeting. Miceli and Barger to attend.</p> <p>2. <b><u>Discussion CDB role in the formation of a 501(c)3 non-profit.</u></b></p> <p>a. Grinder stated it's relatively easy to do. It only takes three people willing to handle the paperwork – chairperson (marketer), treasurer (bookkeeper/accountant, and secretary (recorder). Having someone able to handle the financials is critical.</p> <p>b. <b>Discussion of a Chamber of Commerce:</b> All agreed that Norris would benefit from having its own chamber of commerce that focused on businesses in Norris. Non-business community development projects are already handled by the Norris Area Community Foundation.</p> <p>All agreed that the absolute pre-requisite was finding a person willing to take on the role of being founder/promoter/champion. No one in the group expressed any interest in being that person</p> <p>Miceli suggested CDB could sponsor a town hall/public to get community input and generate interest in Norris residents creating a Norris chamber of commerce. This would need to be a formatted agenda for a town hall/public forum to be further discussed at the CDB March meeting.</p> <p>c. <b>Grocery Store Non-Profit:</b> Setting up a non-profit to take over the Archer's grocery store was also discussed. Currently a group of Norris residents are meeting with the Knoxville Food Co-op to pursue that possibility.</p> <p>d. All present agreed that forming any kind of non-profit was not something that CDB as a city board could do. However, CDB members can participate as private citizens.</p>	<p><b><u>ACTION:</u></b> Miceli will explain the ordinance mandate of CDB to see if Shelter members see any need for CDB assistance</p> <p><b><u>ACTION:</u></b> ALL CDB MEMBERS - will focus on what it would take to form a Chamber of Commerce and therefore how to run a town hall in this regard.</p>
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**COMMUNITY DEVELOPMENT BOARD**  
**MEETING MINUTES: February 28, 2024**

<b>TOPIC</b>	<b>DISCUSSION/CONCLUSIONS</b>	<b>RECOMMENDATIONS/ FOLLOW UP (Who/What/When)</b>
Adjournment	7:40pm: Motion Miceli, second Templin; unanimous approval to adjourn	

## Norris Little Theatre Board Meeting

February 15, 2024

### Members Present:

Marlene Kibler  
Loretta Painter  
Vicki Smith  
Cynthia Wyse  
Absent – May Boardman

### Guests Present:

Martin Hennessee – Play Director  
Adam Ledford – City Manager

The February Norris Little Theatre (NLT) meeting was called to order by Chair Marlene Kibler at 7:03 p.m.

Hear from the Public – nothing to report

Loretta made a motion to approve the January minutes, and Vicki seconded. Motion carried.

- Martin discussed his concerns for the play and informed us about auditions starting Friday at the church, along with the possibility of 12 people coming to try for the part of Liza. Rehearsal time and places were also discussed.
  - Liz will sign the Stage Manager agreement, and give it to Adam Ledford, City Manager.
  - Saturday, April 6, will be the play “set-up” date at the Museum.
  - Loretta nominated officers for the 2024 Board members:
    - Marlene Kibler –Chairperson
    - Loretta Painter – Vice Chairperson
    - May Boardman – Secretary
- Vicki seconded. The motion carried.

The next meeting will be Thursday, March 21, at 7 p.m. We will go back to our regular schedule of the Third Thursday in each month.

Vicki made a motion, seconded by Loretta, to adjourn the meeting. The motion carried.

Submitted by Vicki Smith

**MINUTES  
NORRIS PLANNING COMMISSION  
February 5, 2024**

**I. Call to Order:**

Chairman Feeman called the meeting to order at 6pm.

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

**Members Absent:** None

**Others Present:** Mr. Broyles: Big Creek Marine owner, Tony Crutchfield: Surveyor, Joe Deathridge: Chairman BZA, Bailey Whited: Assistant City Manager, Kathryn Baldwin: East TN Development District

**II. Adoption of Agenda**

Mayor requested to add report of individual projects referenced in the ETDD monthly report for discussion.

**III. Minutes – January 2, 2024**

Mr. Sain made a motion to approve the Minutes of the January 2, 2024, Planning Commission meeting as presented. Ms. Painter seconded the motion, all present voted aye. Motion carried.

**IV. Business Items**

**1. Big Creek Marine – Final Plat**

The two-lot Final Plat for Big Creek Marina site was presented. The plat identifies a lot line to separate the property into two lots. One lot will support the Boat sales and showroom area with frontage on the Andersonville Hwy and is zoned C-2. The

second lot will house a self-storage facility zoned I-1. The plat also identifies the abandoned ROW recently approved by the Norris City Council. Commission members discussed details of the plat and the abandonment of ROW. Following discussion Mr. Munro made a motion to approve the plat with all staff comments (noted below) seconded by Mr. Sain. All present voted aye, motion carried.

- Identify Zone District for each individual lot. This information can be identified on Plat or referenced in Note section.
- Identify all setbacks required by Zone designation. This information can be delineated on Plat or referenced in Note section.
- Norris is a Municipal Planning Commission. Please correct references to “Regional Planning Commission.”
- Recommend Signature Block for City to relinquish any and all interests in the ROW which has been abandoned. Include reference of Ordinance number which abandoned ROW and date of enactment.
- Label ROW “to be abandoned”.
- 12’ Utility Easement required adjacent all rear and side lot lines. Please add to Note section or delineate on Final Plat.

## **2. Big Creek Marine – Site Plan**

The Site Plan for Big Creek Marine was considered which identified all improvements and support infrastructure to accommodate both the Sales/Service area and the Self-Storage Warehousing. Commission members discussed the details of the Plan and staff comments. Following discussion Mr. Munro made a motion to approve the Site Plan with all staff comments (noted below) with the exception of the Landscaping Plan and Architectural details which can be reviewed by staff and referred to Planning Commission if necessary. Ms. Johnson seconded the motion, all present voted aye. Motion carried.

- Please remove references to Subdivision Plat on Site Plan to determine compliance with Zoning requirements.
- Identify Zone District for each individual lot.

- Identify distance of building from lot line to determine compliance with C-2 Zoning setback requirements.
- Identify distance of building from lot line to determine compliance with I-1 Zoning setback requirements.
- Please delineate the extent of the paved area for retail space.
- Identify method of capturing stormwater and method of disposal in paved area on Showroom lot.
- Size and dimensions of proposed buildings omitted.
- No parking spaces are shown. Please delineate and provide dimensions of parking spaces. See Section #14-405.
- Utility connections to serve buildings are omitted.
- Location and dimensions of proposed signage omitted. Please see Section #14-411, Items #5 and #7. A separate sign permit is required prior to erection of signage.
- Curb cuts to State Hwy. #61 and/or Acuff lane omitted. Please delineate and provide dimensions of individual points of access including turning radius for boat delivery. No State or City ROW may be used to unload deliveries. Please see section #14-401 item #10 for Access Control.
- Seal of professional who prepared the Site Plan omitted.
- Please identify loading and unloading area for C-2 lot. Please see Section #14-406.
- No Landscaping is shown; compliance cannot be determined at this time. Please see section #14-417 and #14-420 for Landscaping and buffering requirements.
- No site work or disturbance is allowed pending submittal of a Storm Water Prevention Plan Permit (SWPP) is obtained from TDEC and a copy provided to City Staff.

### **3. Election of Officers:**

Chairman: Ms. Johnson made a motion to elect Mr. Feeman as Chairman, seconded by Mr. Munro. All present voted aye, motion carried.

Vice Chairman: Mr. Munro made a motion to elect Ms. Johnson as Vice Chairman, seconded by Mr. Sain. All present voted aye, motion carried.

Secretary: Mr. Feeman made a motion to elect Mr. Munro as Secretary, seconded by Ms. Painter. All present voted aye, motion carried.

**V. New Business**

**1. Shane Carney: ETDD**

Mayor Mitchell discussed the Monthly reports distributed by the ETDD with Ms. Baldwin who explained the process. No action taken.

**VI. Adjournment**

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

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

ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION  
Norris City Council Meeting  
Full Board

February 21, 2024 @ 6:00

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. Speaker  
Brad Maul – President and CEO East Tennessee Economic  
Development Agency (ETEDA)
- IV. APPROVAL OF PREVIOUS MEETING MINUTES 11/15/2023
- V. FINANCIAL REPORT  
Audit Report – Dale Isabell  
Engagement Letter – ACEDA/Dale Isabell  
Bank Statements  
YTD Budget
- VI. PRESIDENT’S REPORT
- VII. NEW BUSINESS
  - A. 2024 ACEDA Meeting Schedule

2 <sup>th</sup> QTR	April 17th, 2024 @ 6:00
3 <sup>th</sup> QTR	July 17th, 2024 @ 6:00
4 <sup>th</sup> QTR	October 15th, 2024 @ 6:00
  - B. David Jones Project Update – Twin K Construction
  - C. Website Preview
  - D. Project Infinity – Type One Energy
  - E. TNECD – Rural Economic Development Forum  
February 29 9:00-4:00 JA Biztown
  - F. Internal Control Policy
- VIII. OLD BUSINESS
- IX. OPEN DISCUSSION
- X. ADJOURNMENT



**SPEAKER**

**Brad Maul – President and CEO, East Tennessee  
Economic Development Agency (ETEDA)**

**Topic: Overview of Economic Development Activity  
in the 15 County Region**

**Brad Maul**  
**President and CEO**

T 865-777-3833  
M 865-771-1391  
bmaul@eteda.org



Brad Maul joined the East Tennessee Economic Development Agency (ETEDA) in January 2021 as its President and CEO. Maul is responsible for leading ETEDA's efforts to market and support economic growth opportunities throughout the 15-county Knoxville-Oak Ridge-Smoky Mountains region of Tennessee. He brings over 20 years of public and private sector economic development, real estate, site selection, and utilities experience to his current role. He has a strong background in site selection and location analysis spending most of his career working with domestic and international clients across a vast spectrum of industry sectors.

Before coming to ETEDA, Maul was most recently a Director in the Industrial Business Unit for Clayco, Inc., one of the nation's largest privately-owned real estate, engineering, design-build and construction firms.

Maul also served as a Manager in KPMG's Global Location and Expansion Services Group providing location analysis, site selection, and incentives negotiation services for corporate and government throughout the United States and globally.

Brad worked in TVA's economic development group from 2012-2018 where he managed the recruitment of capital and resource intensive projects and worked with community partners to develop publicly owned industrial and commercial property throughout the agency's 7-state service territory.

Prior to joining TVA, Maul held local and regional economic development leadership positions in east Tennessee and his home state of Nebraska, including a stint as ETEDA's director of business development from 2005-2008.

A native of Nebraska, Brad graduated with honors from the University of Nebraska at Kearney where he majored in business administration and finance. Maul currently resides in Knoxville with his wife Irene and two sons, Baker and Brady.



# **PREVIOUS MEETING MINUTES**

## **Full BOD 11/15/2023**

**ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION  
BOARD OF DIRECTOR'S MEETING Minutes  
November 15, 2023**

The Anderson County Economic Development Association Board of Directors met on November 15, 2023, in the Board Room of the ACEDA offices. Those attending were:

**ANDERSON COUNTY:** Leonard Abbatiello, Terry Frank, Bear Stephenson, Tim Isbel, Ashely Sexton, John Alley, Ernie Bowles

**CLINTON:** Scott Burton

**CLINTON UTILITIES BOARD:** Greg Fay, Todd Loggins

**OAK RIDGE:** Warren Gooch, Randy Hemann, Jonathan Black

**ROCKY TOP:**

**OLIVER SPRING:**

**PCUD:**

**NORRIS:**

**ACEDA:** James "Andy" Wallace

**AC Chamber:** Rick Meredith

**Oak Ridge Chamber:** Christine Micheals

**SPEAKER:** Jessie Smith ORNL

Chairman Greg Fay called the meeting to order.

**APPROVAL OF PREVIOUS MINUTES:** Warren Gooch made a motion to approve the minutes from the August 16, 2023, ACEDA Board of Director's Meeting Leonard Abbatiello seconded the motion. The motion passed.

**Speaker:** Jesse Smith – Manager, Industrial and Economic Development Partnerships  
Topic: Economic Development and Industrial Partnerships

**FINANCIAL REPORT:** Warren Gooch made a motion to approve the financial as presented, Scott Burton seconded the motion. The motion passed.

### **President's Report**

### **PROSPECT ACTIVITY**

Office space in the TA-162 building, I have notified TVA & TNECD about the space.

Building 110 (Mlily) is up for sale (showing)

Delta Apparel building is listed 202X300 61K sqft production w/ 7K office. We (ACEDA, TNECD, TVA) are collaborating with MetPar located in New York. I have reached out to Vinny Salierno with MetPar.

Food Lion Drivers building 102K sqft.

A Building in the Eagle Bend Industrial Park is being renovated and coming up for rent in the next 2 months, 60-66K Sqft.

Developer looking at a new 100K Sqft building in the Eagle Bend Industrial Park. The initial meeting will be in early December.

### **EXISTING INDUSTRY**

Grand Steel was purchased by a Michigan steel company (Barnett) and is looking to expand (Production Components). Working with TNECD and R J Corman Railroad. Purchase of the building is complete, and renovations have started. Next meeting is 12/14 @ 10:00.

Meeting and Tour with Dura-Line, discussed operations, employee training.

Started conversations with an existing industry on rail access and second building.

Spoke with a developer who is looking at building a new 100K sqft building.

Visited Ace World Companies with Riley Lovingood

Visited with Aisin Group Manager External Affairs Hiroaki Furuyama in Tokyo

Visited with Matix Executive Vice President Masaya Okada in Nishio City

Visited with Asano, Shiji, Ito, Mori, Kawada with Toyota Tsusho in Nagoya

## **OTHER ACTIVITIES**

- Bid Opening for First Quality Dr Project
- Governor's Convention in Chattanooga
- Clinch River Site Tour
- ETDD 56<sup>th</sup> Annual District Celebration
- ETEDA Advisory Committee Meeting
- CEDS Committee Meeting
- Working with Caryville Mayor Stooksbury on property value
- Attended Roane Alliance Project Announcement
- U.S. Japan Embassy Meeting via conference call
- Met with local architect concerning placing a virtual building on First Quality Dr
- Japan – US Southeast Conference in Tokyo
- Meeting with Christa Rosenberg Senior Advisor Commercial Realtor
- Meeting with Allison Oaks – Prince Technologies
- Meeting with Joseph Roy – Hammrtech
- Meetings with S&ME – Lydia Burk and Tyler Rutherford
- Meeting with Brad Maul, ETEDA discussing property and marketing package for First Quality Dr
- Chamber meetings
- Meeting with Joesph Construction
- The new website is about 75-85% complete.
- ETEDA Advisory Committee meeting
- Community Service – Sleep in Heavenly Peace (SHPbeds), building beds and provided bedding for children.
- Community Service – Mentoring 7 young married couple in a small group called “Better Together”

## **NEW BUSINESS**

### **A. Twin K Construction – First Quality Dr Project**

President Wallace recommends that the ACEDA Board accepts Twin K Construction's bid as the lowest and best bid for the First Quality Dr. Chairman Fay added that the acceptance be based on Twin K's meeting all the TNECD and TVA's criteria. Chairman Fay asked for a motion to authorize the Chairman to draft a letter in Support of the Project from the ACEDA Board. Bear Stephenson made the motion, Scott Burton 2<sup>nd</sup> the motion. Motion Passed.

### **B. Economic Studies – Boyd Center**

No further action will be taken on the matter.

### **C. Preview Website**

Website will be sent out for members to review and comment.

### **D. Speaker – Jesse Smith ORNL**

Jessie Spoke on Economic Development and Industrial Partnerships

### **E. ACEDA/Chamber/Tourism Christmas Party Reminder**

**F. 2024 ACEDA Meeting Schedule (Executive 5:30, Full BOD 6:00)**

1 <sup>st</sup> QTR	February 21, 2024 @ 5:30 & 6:00
2 <sup>nd</sup> QTR	April 17, 2024 @ 5:30 & 6:00
3 <sup>rd</sup> QTR	August 21, 2024 @ 5:30 & 6:00
4 <sup>th</sup> QTR	October 16, 2024 @ 5:30 & 6:00

**G. Japan Recap**

President Wallace gave a recap of the industries visited while in Japan.

**Old Business**

None

**OPEN DISCUSSION**

None

**ADJOURNMENT**

With no other business to come before the ACEDA Full BOD, Scott Burton made the motion to adjourn the meeting, 2<sup>nd</sup> by Warren Gooch. Motion Passed

Greg Fay

Board Chairman ACEDA

# **FINANCIAL REPORT**

Audit Report – Dale Isabell

Engagement Letter – ACEDA/Dale Isabell

Bank Statement as of 02/21/2023

YTD Income/Budget Report Dec 31, 2023

**DALE C. ISABELL**

*Certified Public Accountant*

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Clinton, Tennessee 37716

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[isabellcpa@comcast.net](mailto:isabellcpa@comcast.net)

February 20, 2024

Anderson County Economic Development Association

Andy Wallace Executive Director

245 North Main Street

Clinton, TN. 37716

I am pleased to confirm our understanding of the services I am to provide Anderson County Economic Development Association for the year ending June 30, 2024.

**Audit Scope and Objectives**

I will audit the financial statements of the governmental activities, and each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of Anderson County Economic Development Association as of and for the year ending June 30, 2024.

Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), Schedule of changes in Net Pension Liability (Asset) and Related Ratios Based on Participation in the Public Employee Plan of TCRS, Schedule of Government's Contribution Based on Participation in the Public Employee Pension Plan of TCRS to supplement Anderson County Economic Development Association basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic and historical context. As part of my engagement, I will apply certain limited procedures to Anderson County Economic Development Association RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to my inquiries, the basic financial statements, and other knowledge I will obtain during my audit of the basic financial statements. I will not express an opinion or provide any assurance on the information because the limited procedures will not provide me with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures but will not be audited:

1. Management's discussion and analysis
2. Schedule of Changes in Net Pension Liability (Asset) and Related Ratios Based On Participation in the Public Employee Plan of TCRS.



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Anderson County Economic Development Association  
June 20, 2024

3. Schedule of Government's Contribution Based on Participation in the Public Employee Pension Plan of TCRS

I have also been engaged to report on supplementary information other than RSI that accompanies Anderson County Economic Development Association financial statements. I will subject the following supplementary information to the auditing procedures applied in my audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America GAAS and will provide an opinion on it in relation to the financial statements as a whole:

1. Investments
2. Schedule of Change In Long Term Debt
3. Expenditures of federal awards and state financial assistance

Any additional supplementary information accompanying the financial statements will not be subjected to the auditing procedures applied in my audit of the basic financial statements. My auditors' report will not provide an opinion or any assurance on this additional supplementary information.

The objectives of my audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditor's report that includes my opinion about whether your financial statements are fairly presented, in all material respects, in conformity with accounting principles generally accepted in the United States of America and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with auditing standards generally accepted in the United States of America (GAAS) and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objectives also include reporting on internal control over financial reporting and compliance with provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.

**Auditors' Responsibilities for the Audit of the Financial Statements**

I will conduct my audit in accordance with GAAS, the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and will include tests of your accounting records and other procedures I consider necessary to enable me to express such an opinion. As part of an audit in accordance with GAAS, *Government Auditing Standards* I will exercise professional judgment and maintain professional skepticism throughout the audit.

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Anderson County Economic Development Association  
June 20, 2024

I will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. I will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. I will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to Anderson County Economic Development Association or to acts by management or employees acting on behalf of Anderson County Economic Development Association. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because I will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS, *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, I will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to my attention. I will also inform the appropriate level of management of any violations of laws or governmental regulations that come to my attention, unless clearly inconsequential. My responsibility as auditors is limited to the period covered by my audit and does not extend to any later periods for which I am not engaged as auditors.

I will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Anderson County Economic Development Association ability to continue as a going concern for a reasonable period of time.

My procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. I may request written representations from your attorneys as part of the engagement.

I have not identified any significant risks, however the planning for my audit has not concluded and modifications may be made to my risk assessment.

### **Audit Procedures – Internal Control**

I will obtain an understanding of Anderson County Economic Development Association and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for

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Anderson County Economic Development Association  
June 20, 2024

my opinion. Tests of controls may be performed to test the effectiveness of certain controls that I consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. My tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in my report on internal control issued pursuant to *Government Auditing Standards*. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, I will express no such opinion. However, during the audit, I will communicate to you and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and *Government Auditing Standards*.

### **Audit Procedures – Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, I will perform tests of Anderson County Economic Development Association compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of my audit will not be to provide an opinion on overall compliance and I will not express such an opinion in my report on compliance issued pursuant to *Government Auditing Standards*.

### **Other Services**

I will also assist in preparing the financial statements and related notes of Anderson County Economic Development Association in conformity with accounting principles generally accepted in the United States of America based on information provided by you. Also, based on information provided by you, I will prepare journal entries to convert the accounting records from cash basis to accrual basis, maintain a fixed asset listing, record asset additions and disposals, compute and recorded depreciation expense, and prepare the Schedule of Expenditures of Federal Awards. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. I will perform the services in accordance with applicable professional standards. The other services are limited to the services previously defined. I, in my sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services I provide. You will be required to acknowledge in the management representation letter my assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to the issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services and accept responsibility for them.

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Anderson County Economic Development Association  
June 20, 2024

### **Responsibilities of Management for the Financial Statements**

My audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, establishing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, and for evaluating and monitoring ongoing activities to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with accounting principles generally accepted in the United States of America, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

You are also responsible for making drafts of financial statements, the schedule of expenditures of federal awards, all financial records, and related information available to me and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing me with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that I may request for the purpose of the audit; and (3) unrestricted access to persons within Anderson County Economic Development Association from whom we determine it necessary to obtain audit evidence. At the conclusion of my audit, I will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by GAAS and *Government Auditing Standards*.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting Anderson County Economic Development Association involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting

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Anderson County Economic Development Association  
June 20, 2024

Anderson County Economic Development Association received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that Anderson County Economic Development Association complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that I report.

You are responsible for the preparation of the supplementary information, which I have been engaged to report on, in conformity with accounting principles generally accepted in the United States of America. You agree to include my report on the supplementary information in any document that contains, and indicates that I have reported on, the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes my report thereon.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or other engagements or studies. Anderson County Economic Development Association is also responsible for providing management's views on my current findings, conclusions, and recommendations, as well as your planned corrective actions for the report, and for the timing and format for providing that information. You agree to assume all management responsibilities for the tax services, financial statements, related notes, and any other nonaudit services I provide. You will be required to acknowledge in the management representation letter the tax services provided and my assistance with the preparation of the financial statements and related notes and that you have evaluated the adequacy of my services and have reviewed and approved the results of the services, the financial statements, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### **Engagement Administration, Fees, and Other**

Dale C Isabell CPA is the engagement CPA and is responsible for supervising the engagement and signing the reports.

I will provide copies of my reports to Anderson County Economic Development Association and the Tennessee Comptroller of the Treasury; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of my reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Dale C. Isabell CPA and constitutes confidential information. However, pursuant to authority given by law or regulation, I may be requested to make certain

Anderson County Economic Development Association  
June 20, 2024

audit documentation available to the Comptroller of the Treasury or his representatives, agents and legal counsel, a federal agency providing direct or indirect funding, to resolve audit findings, or to carry out oversight responsibilities. I will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Dale C. Isabell, CPA personnel. Furthermore, upon request, I may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the Tennessee Comptroller of the Treasury. If I am aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, I will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Parties to this engagement agree that any dispute that may arise regarding the meaning, performance, or enforcement of this engagement will, prior to resorting to litigation, be submitted to mediation upon the written request of any party to the engagement. All mediation initiated as a result of this engagement shall be administered by the American Arbitration Association (AAA) and in accordance with the "Mediation Rules for Professional Accounting and Related Disputes" as then adopted by the AAA. The results of this mediation shall be binding only upon agreement of each party to be bound. Costs of any mediation proceedings shall be shared equally by both parties.

As a result of my services to you, I may be required or requested to provide information or documents to you or a third-party in connection with a legal or administrative proceeding (including a grand jury investigation) in which I am not a party. If this occurs, my efforts in complying with such requests or demands will be deemed a part of this engagement and I shall be entitled to compensation for my time and reimbursement for my reasonable out-of-pocket expenditures (including legal fees) in complying with such requests or demands, and will render additional invoices for the time and expenses incurred.

This is not intended, however, to relieve me of my duty to observe the confidentiality requirements of my profession.

My fees for these services will be \$ 7,500.00 for the audit, my invoices will be rendered as work progresses and are payable upon presentation. This fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, I will discuss it with you and arrive at a new fee estimate before I incur the additional costs.

### **Reporting**

I will issue a written report upon completion of my audit of Anderson County Economic Development Association financial statements and my report will be addressed to Board of Anderson County Economic Development Association. Circumstances may arise in which my report may differ from its expected form and

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Anderson County Economic Development Association  
June 20, 2024

content based on the results of my audit. Depending on the nature of these circumstances, it may be necessary for me to modify my opinion, add a separate section, or add an emphasis-of-matter or other-matter paragraph to my auditor's report, or if necessary, withdraw from this engagement. If my opinion is other than unmodified, I will discuss the reasons with you in advance. If, for any reason, I am unable to complete the audit or are unable to form or have not formed an opinion, I may decline to express an opinion or issue reports, or I may withdraw from this engagement. I will also provide a report (which does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*. The report on internal control and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The report will also state that the report is not suitable for any other purpose. If during my audit I become aware that Anderson County Economic Development Association is subject to an audit requirement that is not encompassed in the terms of this engagement, I will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in *Government Auditing Standards* may not satisfy the relevant legal, regulatory, or contractual requirements.

I appreciate the opportunity to be of service to Anderson County Economic Development Association and believe this letter accurately summarizes the significant terms of my engagement. If you have any questions, please let me know. If you agree with the terms of our engagement as described in this letter, please sign below.

Best regards,

*Dale C. Isabell, CPA*

Dale C. Isabell, CPA

RESPONSE:

This letter correctly sets forth the understanding of Anderson County Economic Development Association

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

## ANDERSON COUNTY ECONOMIC DEVEL

Important updates to your Regions Online Banking Terms and Conditions revised as of January 21, 2024. [Learn More.](#)

Alerts

### Spend

TOTAL AVAILABLE BALANCE **\$13,554.63**

LIFEGREEN CHECKING FOR BUSINESSES **\$13,554.63**

Innovative online and contactless payment solutions with Regions Merchant Services by Elavon. [Learn More](#)

### BUDGET SMARTER



[Enroll in My GreenInsights](#)

### Save

TOTAL BALANCE **\$472,504.55**

COMM CD GT \$100,000 & LT \$1MM **\$250,000.00**

COMMERCIAL MONEY MARKET **\$83,477.47**

SMALL BUSINESS JUMBO CD GT 100 **\$139,027.08**

Save as you go. Manage your money with confidence with the Regions Spend & Save program. [Save now](#)



### Business Services

Add users, send funds, stop fraud & more.  
[Enroll Now](#)

### Priority Banking Center

1-800-761-BANK (2265)

Hours of Operation

Meet our priority bankers



Be informed and alert. Discover best practices to secure payments and protect your business against fraud. [Learn more.](#)

[Message Us](#)

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ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION  
 Norris City Council Meeting  
 Income Statement - Budget Comparison  
 For The Six Months Ended December 31, 2023

	Actual YTD	2023-2024 Budget	Variance	
<b>REVENUES:</b>				
Anderson County	\$ 62,250.00	\$ 124,500.00	\$ (62,250.00)	2/20/2024 received \$62,500
City of Clinton	10,500.00	21,000.00	(10,500.00)	Sent January
Clinton Utilities Board	15,000.00	15,000.00	-	
City of Norris	1,000.00	1,000.00	-	
City of Oliver Springs	1,000.00	1,000.00	-	
Town of Rocky Top	1,000.00	1,000.00	-	
TVA	-	-	-	
City of Oak Ridge	7,500.00	15,000.00	(7,500.00)	02/02/2024 received \$7,500
Powell Clinch Utility District	5,000.00	5,000.00	-	
Interest Earned	4,691.00	-	4,691.00	
Refunds/Miscellaneous	-	-	-	
ETEDA	6,360.00	5,000.00	1,360.00	Japn Reimbursement - Sent Jan
<b>TOTAL ANNUAL BUDGETED REVENUES</b>	<b>114,301.00</b>	<b>188,500.00</b>	<b>(74,199.00)</b>	
Other Donations	-	-	-	
<b>TOTAL ANNUAL ACTUAL REVENUES</b>	<b>114,301.00</b>	<b>188,500.00</b>	<b>(74,199.00)</b>	
Reserve Funds @ Year Start	336,210.00	336,210.00	-	
<b>TOTAL AVAILABLE FUNDS</b>	<b>450,511.00</b>	<b>524,710.00</b>	<b>(74,199.00)</b>	
<b>FIXED PROGRAM EXPENSES:</b>				
President's Salary (Gross)	51,692.00	103,384.00	51,692.00	
Contract Consulting Fee	-	-	-	
Performance Bonus	1,000.00	1,000.00	-	
Taxable Employee Benefits	5,700.00	11,400.00	5,700.00	
Administrative Assistant	6,000.00	12,000.00	6,000.00	
Janitorial Services	600.00	1,200.00	600.00	
Payroll Taxes	4,467.00	10,086.00	5,619.00	
Health and Medical Expense	-	-	-	
Pension and 457(b)	6,471.00	16,890.00	10,419.00	
Telephone and Internet	570.00	1,256.00	686.00	
Office Expense	-	400.00	400.00	
Fiscal Control/Audit	2,000.00	6,500.00	4,500.00	
Office Rent	2,158.00	4,316.00	2,158.00	
Liability and Auto Insurance	1,036.00	1,031.00	(5.00)	
BOD Insurance	-	1,200.00	1,200.00	
Travel	-	3,000.00	3,000.00	
Depreciation Expense	-	-	-	
<b>TOTAL FIXED PROGRAM EXPENSES</b>	<b>81,694.00</b>	<b>173,663.00</b>	<b>91,969.00</b>	
<b>DISCRETIONARY PROGRAM EXPENSES:</b>				
Web Site Development	187.00	2,500.00	2,313.00	
Advertising	817.00	1,500.00	683.00	
Meetings & Conferences	10,586.00	6,000.00	(4,586.00)	
Prospect Development	68.00	1,500.00	1,432.00	
Memberships & Subscriptions	500.00	1,000.00	500.00	
Miscellaneous Expense	3,444.00	2,000.00	(1,444.00)	
Operating Expense	1,000.00	1,000.00	-	
Mkt Materials	-	500.00	500.00	
<b>TOTAL DISCRETIONARY PROGRAM EXPENSES</b>	<b>16,602.00</b>	<b>16,000.00</b>	<b>(602.00)</b>	
<b>CAPITAL EQUIPMENT EXPENSES:</b>				
Furnishings/Equipment	-	300.00	300.00	
Office Improvements	-	750.00	750.00	
Computer Hardware and Software	664.00	1,000.00	336.00	
<b>TOTAL OTHER PROGRAM EXPENSES</b>	<b>17,266.00</b>	<b>18,050.00</b>	<b>784.00</b>	
<b>TOTAL ANNUAL EXPENSES</b>	<b>98,960.00</b>	<b>191,713.00</b>	<b>92,753.00</b>	
Excess(Def.)Revenues Over Expenses	<b>\$ 351,551.00</b>	<b>\$ 332,997.00</b>	<b>\$ 18,554.00</b>	
<b>REMAINING RESERVE ACCOUNT @ YEAR-END</b>		<b>\$ 332,997.00</b>		

ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION  
 BALANCE SHEET  
 December 31, 2023

ASSETS:

CURRENT ASSETS:

CASH IN CHECKING - , REGIONS BANK	\$4,633.00
CASH IN CD #1 - REGIONS BANK	139,027.00
CASH IN CD #2 - REGIONS BANK	250,000.00
CASH IN MONEY MARKET - REGIONS BANK	42,402.00
PREPAID EXPENSES	0.00
ACCOUNTS RECEIVABLE	0.00
TOTAL CURRENT ASSETS	<u>436,062.00</u>

FIXED ASSETS:

OFFICE EQUIPMENT	5,082.00
ACCUMULATED DEPRECIATION	<u>(4,877.00)</u>
TOTAL FIXED ASSETS	<u>205.00</u>

TOTAL ASSETS	<u><u>\$436,267.00</u></u>
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LIABILITIES AND FUND EQUITY:

LIABILITIES:

CURRENT LIABILITIES:	
ACCOUNTS PAYABLE	\$ -
RETIREMENT PAYABLE	-
TOTAL LIABILITIES	<u>-</u>

FUND EQUITY	<u>436,267.00</u>
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TOTAL LIABILITIES AND FUND EQUITY	<u><u>\$ 436,267.00</u></u>
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# **PRESIDENT'S REPORT**

Norris City Council Meeting  
**ANDERSON COUNTY ECONOMIC DEVELOPMENT ASSOCIATION**  
**PRESIDENT'S REPORT 02/21/2024**

**PROSPECT ACTIVITY**

Office space in the TA-162 building, I have notified TVA & TNECD about the space. Space has been updated to show as a Class A Daylighted Warehouse.

Building 110 (Mlily) is up for sale (showing)

Food Lion Drivers building 102K sqft. SOLD to an investment group.

125 E. Center Stage is for Sale or Lease, 47K square feet.

Developer looking at a new 100K Sqft building in the Eagle Bend Industrial Park. Property has been subdivided and RJ Corman has designed an option for rail. I have had multiple talks with the owner.

**NEW INDUSRTY**

Project Infinity – Type One Energy announced 02/21/2024.

**EXISTING INDUSTRY**

Grand Steel was purchased by a Michigan steel company (Barnett) and is looking to expand (Production Components). Working with TNECD and R J Corman Railroad. Purchase of the building is complete, and renovations have started. Met with the team on 12/14/2023. Next meeting with RJ Corman 02/29/2024. Design is set to be presented to the Clinton Regional Planning Committee in March.

Met and Tour with Carter Logistics (David Schmidt).

Met with leadership of Geon.

**OTHER ACTIVITIES**

- The website is up and running. New video Spring 2024
- Anderson County IDB meeting
- Met with Phil Crye and Bear Stephenson on Project Infinity
- Attended TVA Electricity 101
- ETEDA Advisory Committee Meeting
- CEDS Committee Meeting
- Attended Caryville Industry Announcement United Rare Earth
- New Market Tax Credit Workshop
- Congressman Fleishman's Visit
- First Quality Dr Construction Meeting
- Regional Legislative Breakfast
- Tour JA Biztown with TNCED Gary Human
- Attended Dr Matthew Harris – Economic Outlook
- Lunch with Riley Lovingood
- Met with Todd Mason IT Security (theitco)
- Met with Oak Ridge City Manager Randy Hemann
- Chamber meetings
- ETEDA Advisory Committee meeting
- Community Service – Mentoring 7 young married couples in a small group called “Better Together”

## NEW BUSINESS

- A. 2024 ACEDA Meeting Schedule
  - 2<sup>nd</sup> QTR April 17th, 2024 @ 6:00
  - 3<sup>rd</sup> QTR July 17th, 2024 @ 6:00
  - 4<sup>th</sup> QTR October 15th, 2024 @ 6:00
- B. David Jones Project – Twin K Construction
- C. Website Preview
- D. Project Infinity – Type One Energy
- E. TNECD – Rural Economic Development Forum
  - February 29, 2024 9:30-4:00 @ JA Biztown
- F. Internal Control Policy

## **OLD BUSINESS**

# **OPEN DISCUSSION**

# ADJOURNMENT