

**NORRIS CITY COUNCIL**  
**REGULAR MEETING**  
**July 10, 2023 – 6:00 p.m.**

Agenda

- I. Call to Order**
- II. Hear the Public**
- III. Minutes/Notes**
  - a) Consideration of Approving June 12, 2023 Public Hearing Minutes
  - b) Consideration of Approving June 12, 2023 Regular Meeting Minutes
  - c) Consideration of Approving June 26, 2023 Public Hearing Minutes
  - d) Consideration of Approving June 26, 2023 Special Meeting Minutes
- IV. Old Business**
  - a) Update on Safe Routes to Schools Project
  - b) Update on SIA Sawmill Road Project
  - c) Update on Facilities Condition
  - d) Capital Outlay Note – Utility
  - e) Consideration of Forgiveness of Property Tax Penalties
- V. New Business**
  - a) Consideration of the First Reading of Ordinance #656, entitled, “An Ordinance of the City of Norris, Tennessee, to Establish New Purchasing Policies”
  - b) Consideration of Resolution #7-2023, entitled, “A Resolution Approving an Agreement Between the City of Norris and Cannon & Cannon Inc for NWC Alternative Water Supply Study”
  - c) Consideration of the First Reading of Ordinance #657, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Title (18) Eighteen, Water and Sewer Chapter (1) One, Water and Sewers Sections 18-116, 18-118, and 18-119, Water and/or Sewer Service to be Initiated or Terminated Only Authorized Personnel, Water and Sewer Service to be Charged for as a Unit, and Repair and Maintenance Services and Supplies and Charges Therefor”
  - d) Consideration of the First Reading of Ordinance #658, entitled, “An Ordinance of the City of Norris, Tennessee, to Amend Title (4) Four, Municipal Personnel, by Repealing Chapter (4) Four, Sexual Harassment and Section 4-204, Workplace Harassment of Chapter (2) Two”
  - e) Consideration of Resolution #8-2023, entitled, “A Resolution Approving an Agreement Between the City of Norris and East Tennessee Development District for Local Planning Advisory Services”
- VI. Department Reports**
  - a) City Manager
  - b) Police
  - c) Fire
  - d) Water & Sewer
  - e) Public Works
- VIII. 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
- IX. Adjourn**

**Norris City Council  
Special Called Meeting  
Public Hearings**

**June 12, 2023  
6:00 p.m.**

**Minutes**

The special called meeting of the City Council of Norris Tennessee convened June 12, 2023 at 6:00 pm.

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

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

Meeting was called to order by Mayor Mitchell.

Public hearing was opened at 6:00 p.m.

**PUBLIC HEARING OF ORDINANCE #648, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024”.** Public hearing was closed at 6:06 p.m.

Public hearing was opened at 6:06 p.m

**PUBLIC HEARING OF ORDINANCE #646, ENTITLED, “AN ORDINANCE AMENDING TITLE 10, CHAPTER 2, DOGS AND CATS, BY ADDING LANGUAGE TO REGULATE THE DISPOSAL OF ANIMAL WASTE AND INTRODUCE A TRIAL PERIOD FOR ADOPTING PETS”.** Public hearing was closed at 6:13 p.m.

Public hearing was opened at 6:13 p.m

**PUBLIC HEARING OF ORDINANCE #646, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023”.** Public hearing was closed at 6:15 p.m.

Public hearing was opened at 6:15 p.m

**PUBLIC HEARING OF ORDINANCE #649, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING TITLE 1, CHAPTER 1, CITY COUNCIL, BY CHANGING THE TIME OF REGULAR MEETINGS”.** Public hearing was closed at 6:20 p.m.

---

Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**

July 10, 2023

---

Chris Mitchell, Mayor

**Norris City Council  
Regular Meeting**

**June 12, 2023  
7:00 p.m.**

**Minutes**

The regular meeting of the City Council of Norris Tennessee convened June 12, 2023 at 7:00 pm.

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

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

Meeting was called to order by Mayor Mitchell.

**APPROVAL OF AGENDA**

No changes were made.

**HEAR FROM THE PUBLIC**

Spencer Boardman, resident of Reservoir Road, requested the City Manager to contact AT&T for assistance in removing a fallen branch tangled in their wires on his property.

Ms. Chris Campbell, resident of Oak Ridge, asked Council how to get Norris properly posted on Google Maps as she is having issues with delivery persons finding Norris. Council did not have an answer to the issue.

Several citizens requested that the Council speak louder so that everyone can hear their comments.

George Miceli, resident of Butternut Drive, asked if a downed tree totally blocking the utility right of way behind his home could be reported to CUB for tree removal.

**MINUTES**

**APPROVAL OF THE MAY 8, 2023 REGULAR MEETING** – Councilmember Painter made a motion to approve the minutes, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**APPROVAL OF THE MAY 8, 2023 PUBLIC HEARINGS** - Councilmember Grieve made a motion to approve the minutes, and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**APPROVAL OF THE MAY 2, 2023 SPECIAL MEETING** - Councilmember Grieve made a motion to approve the minutes, and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**APPROVAL OF THE MAY 22, 2023 SPECIAL MEETING** - Councilmember Nicholson made a motion to approve the minutes, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**OLD BUSINESS**

**(This item was moved from New Business)**

Linda Tafelski, resident, addressed council to request “forgiveness” on property tax penalties and the ensuing recoupment lawsuit filed by the county on behalf of the city. According to Ms. Tafelski she never received her tax bill for her adjacent empty lot however, she did receive her property tax notice for her residence. According to Mr. Ledford, delinquent letters were mailed out in March and were later turned over to the county attorney to pursue further action. Councilmember Grinder made a motion to grant forgiveness and Councilmember Grieve seconded. After further discussion, Councilmembers Grinder and Grieve withdrew their motion and Mayor Mitchell suggested we table the item to the July 10, 2023

council meeting to give staff more time to communicate with County Attorney, Mr. Yager regarding their process of the summons. He also requested staff have a process regarding policies on how property tax delinquent notifications should be sent to residents. Ms. Johnson, City Recorder, stated this year we should put a notice in the Norris Bulletin and also on the water bills for the month of July.

**SAFE ROUTES TO SCHOOL, SIA SAWMILL ROAD PROJECT-** Mr. Ledford reported he has no new updates.

**HWY 61/441 LIGHTING PROJECT** – Mr. Ledford reported a traffic study had been performed and the State didn't think a traffic light was needed however, their recommendation was to add signage and repaint traffic lines.

**UPDATE ON FACILITIES CONDITION** - Mr. Ledford reported the maintenance actions continue and he also emphasized the air conditioning in the Library/Recreation room would cost approximately \$11,000.00 to repair.

**CAPITAL OUTLAY NOTE** – No update

**ORDINANCE#646, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AN ORDINANCE AMENDING TITLE 10, CHAPTER 2, DOGS AND CATS, BY ADDING LANGUAGE TO REGULATE THE DISPOSAL OF ANIMAL WASTE AND INTRODUCE A TRIAL PERIOD FOR ADOPTING PETS”** - Councilmember Grinder made a motion to approve as written, and Councilmember Grieve seconded. After further discussion, the motion failed.

Councilmember Nicholson made a motion to amend the ordinance to change section 10-221 (1) to read “This section shall not apply in the W-1 Watershed District” and the phrase “belonging to” to “owned/rented by”, and Mayor Mitchell seconded. The motion passed by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

The original motion was voted on as amended. The motion passed by voice vote with Councilmembers Grieve, Grinder, Painter, and Mayor Mitchell voting “Aye.” Councilmember Nicholson voted “Nay.”

**ORDINANCE #647, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2022 AND ENDING JUNE 30, 2023.”** - Councilmember Nicholson made a motion to approve the ordinance, and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**ORDINANCE #649, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING TITLE 1, CHAPTER 1, CITY COUNCIL, BY CHANGING THE TIME OF REGULAR MEETINGS.”** - Councilmember Nicholson made a motion to approve the ordinance, and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**RESOLUTION #3-2023, ENTITLED, “A RESOLUTION APPROVING AGREEMENTS BETWEEN THE CITY OF NORRIS/NORRIS WATER COMMISSION AND EXEMPT EMPLOYEES.”** Councilmember Nicholson made a motion to approve the three agreements and discuss the water superintendents at the NWC meeting on Monday, July 19, 2023 and Councilmember Painter seconded. The motion passed by voice vote with Councilmembers Grieve, Nicholson, Painter, and Mayor Mitchell voting “Aye.” Councilmember Grinder opposed.

**ORDINANCE #648, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, AMENDING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023, AND ENDING JUNE 30, 2024.”** – Councilmember Grinder made a motion to table this item and discuss further details at a special called meeting and public hearing on Monday, May 22, 2023 at 6:00 p.m. and Councilmember Painter seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**SETTING A DATE ON A MEETING SURROUNDING THE FUTURE OF THE COMMUNITY BUILDING –**

Councilmember Painter made a motion to schedule a public input and discussion meeting on Tuesday, August 8, 2023 at 6:00 p.m.

**NEW BUSINESS**

**RESOLUTION #4-2023, ENTITLED, “A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS AND COMMUNITY DEVELOPMENT PARTNERS, LLC FOR PARKS AND RECREATION MASTER PLAN.”**

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

**FIRST READING OF ORDINANCE #651, ENTITLED, “AN ORDINANCE TO TITLE 3 OF THE NORRIS MUNICIPAL CODE REGARDING MUNICIPAL COURTS.”**

- Councilmember Grinder made a motion to approve the ordinance and the ordinance failed due to lack of a second. Councilmember Nicholson made a motion to amend the ordinance by removing the age requirement and accept the \$50.00 fine and Councilmember Grinder seconded. After further discussion, the motion failed. Mayor Mitchell made a motion to amend the ordinance to strike the entire section regarding the fines and Councilmember Grinder seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

**FIRST READING OF ORDINANCE #650, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL, CHAPTER 1: REFUSE, SECTION 17-107, REFUSE COLLECTION FEES.”**

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

**CONSIDERATION OF GOING OUT FOR BIDS ON 2023-24 STREET IMPROVEMENT PROJECTS -**

Councilmember Grinder made a motion to approve, and Councilmember Painter seconded. Mayor Mitchell abstained. The motion failed. After a lengthy discussion regarding curb maintenance, Councilmember Grinder made a motion to table this item to the July 10, 2023 City Council meeting, and Mayor Mitchell seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Nicholson, Painter, and Mayor Mitchell voting “Aye.”

***FIRST READING OF ORDINANCES #652-654 WERE CONNECTED AND VOTED ON ALL TOGETHER, THEY ARE AS FOLLOWS:***

**ORDINANCE #653, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (1), GENERAL ADMINISTRATION CHAPTER (3), CITY MANAGER, SECTION 1-305 EXCEPTIONS TO MANAGER’S POWERS, DUTIES, AND RESPONSIBILITIES.”**

**ORDINANCE #654, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (18), WATER AND SEWER CHAPTER (1), WATER AND SEWERS, SECTIONS 18-101, 18-104, AND 18-110.”**

**ORDINANCE #652, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND THE PERSONNEL POLICY OF THE CITY OF NORRIS.”**

Councilmember Nicholson made a motion to approve the ordinances on first reading, and Councilmember Painter seconded. The motion passed by voice vote with Councilmembers Grieve, Nicholson, Painter, and Mayor Mitchell voting “Aye.” Councilmember Grinder stated he will not support the three ordinances therefore, voted “Nay”.

**MESSAGE FROM THE MAYOR –** The Norris City Council is in a process of building on the progress/successes of the previous Norris Water Commission (NWC). We are currently serving as NWC and in the process of the Operations transiting to be a department. The purpose of the change is to provide the Superintendent with additional support to address increased regulations in both Water and Sewer scopes.

**FIRST READING OF ORDINANCE #655, ENTITLED, “AN ORDINANCE TO AMEND TITLE 16 OF THE NORRIS MUNICIPAL CODE REGARDING OUTDOOR ADVERTISING”** - Councilmember Painter made

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

**DISCUSSION ON THE CITY OF NORRIS PURCHASING POLICIES** – This item will be on the July 10, 2023 agenda, no action taken.

*THE FOLLOWING ITEMS WERE SCHEDULED FOR MONDAY, JUNE 26, 2023 at 6:30 p.m. –*  
Public Hearings: Ordinance #650, #651, #652, #653, 654 and 655

*THE ITEM BELOW WAS SCHEDULED FOR MONDAY, JUNE 26, 2023 at 7:00 p.m. –*  
Second Reading of Ordinance #648, #650, #651, #652, #653, 654 and 655

**DEPARTMENT AND COMMISSIONS REPORTS**

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

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

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

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

**PUBLIC WORKS**

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

**BILLS PAYABLE** – Nothing to report

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

**RECREATION COMMISSION** – Brianna Kibler, Chair, reported everything was going great with the Recreation Program.

**WATERSHED BOARD** – No report

**TREE COMMISSION** – No report

**ANIMAL SHELTER COMMISSION** – 1 cat and 1 puppy has been adopted.

**COMMUNITY DEVELOPMENT** – No report.

**LITTLE THEATRE** – May Boardman reported they are on tract for their commitment to the City's 75<sup>th</sup> Anniversary Celebration play in 2024.

**PLANNING/BZA** – No report.

**ADJOURNMENT**

Councilmember Grinder made a motion to adjourn at 9:49 p.m. Councilmember Nicholson seconded. The motion passed unanimously by voice vote with Councilmembers Grieve, Grinder, Painter and Mayor Mitchell voting "Aye."

---

Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**

July 10, 2023

---

Chris Mitchell, Mayor

**Norris City Council  
Special Called Meeting  
Public Hearing**

**June 26, 2023  
6:30 p.m.**

**Minutes**

The special called meeting of the City Council of Norris Tennessee convened June 26, 2023 at 6:30 pm.

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

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

Meeting was called to order by Mayor Mitchell.

**A PUBLIC HEARING OF THE FOLLOWING ORDINANCES:**

**ORDINANCE #650, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL, CHAPTER 1: REFUSE, SECTION 17-107, REFUSE COLLECTION FEES”**

**ORDINANCE #651, ENTITLED, “AN ORDINANCE TO TITLE 3 OF THE NORRIS MUNICIPAL CODE REGARDING MUNICIPAL COURTS”**

**ORDINANCE #652, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND THE PERSONNEL POLICY OF THE CITY OF NORRIS”**

**ORDINANCE #653, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (1), GENERAL ADMINISTRATION CHAPTER (3), CITY MANAGER, SECTION 1-305 EXCEPTIONS TO MANAGER’S POWERS, DUTIES, AND RESPONSIBILITIES”**

**ORDINANCE #654, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (18), WATER AND SEWER CHAPTER (1), WATER AND SEWERS, SECTIONS 18-101, 18-104, AND 18-110”**

**ORDINANCE #655, ENTITLED, “AN ORDINANCE TO AMEND TITLE 16 OF THE NORRIS MUNICIPAL CODE REGARDING OUTDOOR ADVERTISING”**

The public hearing was closed and meeting adjourned at 6:40 p.m.

---

Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**  
July 10, 2023

---

Chris Mitchell, Mayor

**Norris City Council  
Special Called Meeting**

**June 26, 2023  
7:00 p.m.**

**Minutes**

The special called meeting of the City Council of Norris Tennessee convened June 26, 2023 at 7:00 pm.

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

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

Meeting was called to order by Mayor Mitchell.

**RESOLUTION #5-2023, ENTITLED, “A RESOLUTION APPROVING AN AGREEMENT BETWEEN THE CITY OF NORRIS/NORRIS WATER COMMISSION AND EXEMPT EMPLOYEE – WATERWORKS SUPERINTENDENT.”** Councilmember Nicholson moved to approve the resolution as written, and Councilmember Painter seconded. During Discussion, Tony Wilkerson asked if the contract was consistent with the ones presented to other Exempt employees. City Manager Ledford stated that there was a difference in the length of the contract with other employees lasting 5 years with Mr. Wilkerson’s lasting only 3 years. After further discussion, Councilmember Nicholson moved to amend the contract to last for 5 years rather than 3, and Councilmember Grinder seconded. The motion passed unanimously by a voice vote with all councilmembers voting “Aye.”

Further discussion was held regarding the change from Water Superintendent to Waterworks Superintendent. Mayor Mitchell stated that the change was of a nominal nature only and did not qualify as a change of employment for the purposes of leave accrual or other benefits resetting. A vote was called on the original motion as amended. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

**SECOND READING OF ORDINANCE #648, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, ADOPTING THE ANNUAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024.”** Councilmember Grinder moved to approve the ordinance as written, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

**SECOND READING OF ORDINANCE #650, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL, CHAPTER 1: REFUSE, SECTION 17-107, REFUSE COLLECTION FEES.”** Councilmember Grieve moved to approve the ordinance as written, and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

**SECOND READING OF ORDINANCE #651, ENTITLED, “AN ORDINANCE TO TITLE 3 OF THE NORRIS MUNICIPAL CODE REGARDING MUNICIPAL COURTS.”** Councilmember Grinder moved to approve the ordinance as written, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

**SECOND READING OF ORDINANCE #652, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND THE PERSONNEL POLICY OF THE CITY OF NORRIS.”** Councilmember Grieve moved to approve the ordinance as written, and Councilmember Nicholson seconded. The motion passed by a voice vote of 4-1 with Councilmembers Grieve, Mitchell, Nicholson, and Painter voting “Aye,” and Councilmember Grinder voting “Nay.”

**SECOND READING OF ORDINANCE #653, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (1), GENERAL ADMINISTRATION CHAPTER (3), CITY MANAGER, SECTION 1-305 EXCEPTIONS TO MANAGER’S POWERS, DUTIES, AND RESPONSIBILITIES.”**



Councilmember Painter moved to approve the ordinance as written, and Councilmember Nicholson seconded.

After discussion, Councilmember Nicholson moved to amend the ordinance to replace uses of the pronouns “his” and “he” with “the manager’s” and “the manager,” respectively, and Councilmember Painter seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

The vote was called on the original motion as amended. The motion passed by a voice vote of 4-1 with Councilmembers Grieve, Mitchell, Nicholson, and Painter voting “Aye,” and Councilmember Grinder voting “Nay.”

**SECOND READING OF ORDINANCE #654, ENTITLED, “AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO AMEND TITLE (18), WATER AND SEWER CHAPTER (1), WATER AND SEWERS, SECTIONS 18-101, 18-104, AND 18-110.”** Councilmember Nicholson moved to approve the ordinance as written, and Councilmember Grieve seconded.

After discussion, Councilmember Nicholson moved to amend the ordinance by changing the word “him” to “the city manager” in Section 1, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

After further discussion, Councilmember Painter moved to amend the ordinance by changing the phrase “Water Commission Superintendent” to “Waterworks Superintendent” in Section 3, and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

After further discussion, Councilmember Nicholson moved to amend the ordinance by changing the word “operation” with “oversight” in the phrase “...to proceed with all matters and perform everything necessary to the proper **operation** of the works and collection of charges for services rendered...” in Section 2, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

The vote was called on the original motion as amended. The motion passed by a voice vote of 4-1 with Councilmembers Grieve, Mitchell, Nicholson, and Painter voting “Aye,” and Councilmember Grinder voting “Nay.”

**SECOND READING OF ORDINANCE #655, ENTITLED, “AN ORDINANCE TO AMEND TITLE 16 OF THE NORRIS MUNICIPAL CODE REGARDING OUTDOOR ADVERTISING.”** Councilmember Painter made a motion to approve the ordinance as written, and Councilmember Grieve seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

**RESOLUTION #6-2023, ENTITLED, “A RESOLUTION APPROVING A COMMUNICATION IN RESPONSE TO THE CITY OF NORRIS AND NORRIS WATER COMMISSION DIRECTOR’S ORDER PURSUANT TO THE CORRECTIVE ACTION PLAN.”** Councilmember Grinder moved to approve the resolution as written, and Councilmember Nicholson seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.”

Councilmember Painter made a motion to adjourn, and Councilmember Grinder seconded. The motion passed unanimously by voice vote with all councilmembers voting “Aye.” The meeting adjourned at 7:28 p.m.

---

Sandy Johnson, City Recorder

**APPROVED BY CITY COUNCIL**  
July 10, 2023

---

Chris Mitchell, Mayor

Run by: Sandy Johnson  
 Run at: 4/19/2023 9:12:47 AM  
 Name/Address  
 Tax Year: 2022

City of Norris  
 Delinquent Personal Tax Report  
 Assessed Total Tax:

As Of Date: 04/04/2023

Year Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$18.00	\$2.88	\$20.88
			\$0.00	\$16.00	\$2.56	\$18.56
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$7.00	\$1.12	\$8.12
			\$0.00	\$17.00	\$2.72	\$19.72
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$10.00	\$1.60	\$11.60
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$149.00	\$23.84	\$172.84
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$309.00	\$49.44	\$358.44
			\$0.00	\$7.00	\$1.12	\$8.12
			\$0.00	\$7.00	\$1.12	\$8.12
			\$0.00	\$69.00	\$11.04	\$80.04
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$593.00	\$94.88	\$687.88
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$8.00	\$1.28	\$9.28
			\$0.00	\$188.00	\$30.08	\$218.08
			\$0.00	\$188.00	\$30.08	\$218.08
			\$0.00	\$1,462.00	\$233.92	\$1,695.92
<b>Tax Year Totals:</b>	#	#				

Run by: Sandy Johnson  
 Run at: 4/19/2023 9:12:47 AM

City of Norris  
 Delinquent Personal Tax Report

As Of Date: 04/04/2023

Tax Year	Tax Type	Count	Assessed Value	Total Tax	Tax Paid	Tax Owed	Calc Interest	Total Due
2022	Tax Roll	21	94,625.00	##	#	#	#	1,695.92
<b>Tax Year Totals:</b>		21	#	##	#	#	#	1,695.92
<b>Grand Totals:</b>		21	#####	#	0.00	#	#	1,695.92

Run by: Sandy Johnson  
 Run at: 4/18/2023 9:30:23 AM  
 Name/Address  
 Tax Year: 2022

City of Norris  
 Delinquent Real Tax Report  
 Assessed

As Of Date: 04/18/2023

Year Receipt

Total Tax:

Tax Paid:

Tax Owed:

Calc Interest:

Total Due:

Year Receipt	Assessed	Total Tax:	Tax Paid:	Tax Owed:	Calc Interest:	Total Due:
			\$0.00	\$474.00	\$75.84	\$549.84
			\$0.00	\$798.00	\$127.68	\$925.68
			\$0.00	\$1,478.00	\$236.48	\$1,714.48
			\$0.00	\$251.00	\$40.16	\$291.16
			\$0.00	\$513.00	\$82.08	\$595.08
			\$0.00	\$755.00	\$120.80	\$875.80
			\$0.00	\$1,521.00	\$243.36	\$1,764.36
			\$0.00	\$601.00	\$96.16	\$697.16
			\$0.00	\$1,320.00	\$211.20	\$1,531.20
			\$0.00	\$478.00	\$76.48	\$554.48
			\$0.00	\$25.00	\$4.00	\$29.00
			\$0.00	\$199.00	\$31.84	\$230.84
			\$0.00	\$945.00	\$151.20	\$1,096.20
			\$0.00	\$3,741.00	\$598.56	\$4,339.56
			\$0.00	\$594.00	\$95.04	\$689.04
			\$0.00	\$469.00	\$75.04	\$544.04
			\$0.00	\$191.00	\$30.56	\$221.56
			\$0.00	\$1,004.00	\$160.64	\$1,164.64
			\$0.00	\$545.00	\$87.20	\$632.20
			\$0.00	\$847.00	\$135.52	\$982.52
			\$0.00	\$298.00	\$47.68	\$345.68
			\$0.00	\$281.00	\$44.96	\$325.96
			\$0.00	\$865.00	\$138.40	\$1,003.40
			\$0.00	\$260.00	\$41.60	\$301.60
			\$0.00	\$1,167.00	\$186.72	\$1,353.72
			\$0.00	\$561.00	\$89.76	\$650.76
			\$0.00	\$201.00	\$32.16	\$233.16
			\$0.00	\$300.00	\$48.00	\$348.00
			\$0.00	\$563.00	\$90.08	\$653.08
			\$0.00	\$970.00	\$155.20	\$1,125.20
<b>Tax Year Totals:</b>	<b>Delinquent Real Tax</b>		\$0.00	\$ 22,215.00	\$ 3,554.40	\$ 25,769.40



**ORDINANCE NO. 656**

**AN ORDINANCE OF THE CITY OF NORRIS, TENNESSEE, TO ESTABLISH NEW PURCHASING  
POLICIES**

**WHEREAS**, Title five (5), Chapter six (6), Purchasing Procedures of the City Code of the City of Norris; and

**WHEREAS**, T.C.A. § 6-19-104 provides that competitive prices for all purchases and public improvements shall be obtained whenever practicable and in accordance with regulations established by ordinance, and T.C.A § 12-3-1212 established that formal sealed bids shall be obtained in all transactions involving expenditures of an amount to be set by ordinance, but not to exceed \$25,000; and

**WHEREAS**, T.C.A. § 6-19-104 provides that the city manager shall be responsible for all city purchasing, and T.C.A. § 6-21-108 provides that one of the duties of the city manager is to act as the purchasing agent for the city and to purchase all material, supplies, and equipment for the proper conduct of the city's business as provided in T.C.A. § 6-19-104; and

**WHEREAS**, it is in the best interest of the city to authorize the purchase by the city manager, without formal sealed bid, of material, supplies, and equipment not to exceed the amount set by T.C.A., Title 12, Chapter 3, Part 1212, (\$25,000) and to give the city manager flexibility to make purchases on behalf of the city;

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

**Section 1.** Title 5, Chapter 6, Purchasing Procedure is hereby repealed and replaced with the attached policy In accordance with T.C.A. § 6-19-104 and T.C.A. § 12-3-1212.

**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

## CHAPTER 6

### PURCHASING PROCEDURES

#### SECTION

5-601. Purchasing Establishment

5-602. Purchases less than ~~\$2,500~~ **\$10,000**.

5-603. Purchases from ~~\$2,500~~ **\$10,000** to \$25,000 for general fund or utility operations.

5-604. Purchases greater than \$25,000 for general fund or utility operations.

5-605. Sealed bids and public advertisement.

**5-601. Purchasing Establishment.** (1) As provided in T.C.A. §. 6-56-301 through 304 and T.C.A. § 12-3-1201 through 1212, et seq., the office of purchasing agent is hereby created and the city manager shall faithfully discharge the duties of said office.

**5-602. Purchases less than ~~\$2,500~~ **\$10,000**.** (1) All purchases of any single item or multiple items totaling less than ~~two thousand five hundred dollars~~ **ten thousand dollars** (~~\$2,500.00~~) (**\$10,000.00**) are at the discretion of the **city manager** ~~respective department head~~ and require no public advertisement or competitive bidding. Nonetheless, the department head should obtain at least three (3) quotes from vendors or service providers, unless this requirement is waived by the city manager. Department heads or others authorized to make purchases on behalf of the city will not divide the quantity of items required into multiple purchases totaling less than ~~two thousand five hundred dollars~~ **ten thousand dollars** (~~\$2,500.00~~) (**\$10,000.00**) or otherwise contrive to circumvent the provisions of this section and/or subsequent sections. (T.C.A. § 6-56-304)

**5-603. Purchases from ~~\$2,500~~ **\$10,000** to \$25,000 for general fund or utility operations.** Purchases equal to or greater than ~~two thousand five hundred dollars~~ **ten thousand dollars** (~~\$2,500.00~~) (**\$10,000.00**) but equal to or less than twenty-five thousand dollars (\$25,000.00) for general fund operations or twenty-five thousand dollars (\$25,000.00) for utility operations will be made only after obtaining at least three (3) documented bids unless there are less than three (3) vendors that can supply the good or service. For purposes of this section, a vendor that fails to respond to an invitation to bid, resulting in a no bid, constitutes a documented bid. Competitive bidding and public advertisement are not required. Bids may be received via fax, telephone, internet, and the like. The bid will be awarded to the lowest and best bidder conforming to the specifications and delivery requirements, provided that the city manager or his/her designee approves the bid and purchase. (T.C.A. § 12-3-1212 (b)&(c))

**5-604. Purchases greater than \$25,000 for general fund or utility operations.** Unless otherwise provided by statute, competitive bidding and public advertising will be required for all purchases **greater than** ~~over~~ twenty-five thousand dollars (\$25,000.00) for general fund and utility operations, except for:

- (1) Purchases for goods or services that are subject to daily price changes (e.g., gasoline). Such purchases will be made pursuant to the provisions of § 5-603;
- (2) Purchases for goods or services that are sold, distributed, or manufactured by a single source ("single source purchases"); and

(3) Purchases made during a declared area-wide emergency or for immediate delivery in actual emergencies arising from unforeseen causes, including delays by contractors or transportation or an unanticipated volume of work ("emergency purchases").

**5-605. Sealed bids and public advertisement.** Formal sealed bids will be obtained and public advertisement will be issued for all purchases requiring competitive bidding, as follows:

(1) Formal sealed bids will be received by the purchasing division or user department up to the date and time scheduled for the opening at which time the bids will be opened and read aloud. The purchasing agent or, when authorized, the director of the user department will select a date, time, and place where the bids will be publicly opened.

(2) Correct and complete specifications and a formal invitation to bid will be submitted/offered to all vendors on the bidders' list for the particular material, supply, or service.

(3) A public notice of the time, date, and place set for the public opening of bids will be published in a newspaper of general circulation for a minimum of five (5) days prior to the opening.

(4) Bids will be awarded to the lowest and best bidder(s) conforming to the bid evaluations, specifications, qualities, delivery requirements and other appropriate considerations.

(5) For purposes of this section, approval by the City of Norris City Council will be required for all budgeted capital expenditures which:

- (a) Exceed the amount previously appropriated by the board of commissioners; or
- (b) Result in the lowest bid being rejected.



## Resolution 7-2023

### **A Resolution Approving an Agreement Between the City of Norris and Cannon & Cannon Inc for Norris Water Commission (NWC) Alternative Water Supply Study**

**WHEREAS**, the City of Norris and NWC conducted a sealed bid request for qualifications (RFQ) for a study on alternative water supply options: and

**WHEREAS**, it is the desire of the Council of the City of Norris that Cannon & Cannon Inc establish, develop, and present a study on alternative water supply for the NWC; and

**WHEREAS**, the Council of the City of Norris desires to enter into a contract with Cannon & Cannon Inc.

**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 Cannon & Cannon Inc, 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 adopted by the Council of the City of Norris, Tennessee, on July 10, 2023.

---

Mayor

---

City Recorder



July 6, 2023

Norris Water Commission  
20 Chestnut Drive  
P.O. Box 1090  
Norris, TN 37828  
865.494.7645

**RE: Preliminary Engineering Report  
Norris Water System Redundancy  
Proposal for Engineering Services**

Dear Commissioners,

Cannon & Cannon, Inc., (CCI) is pleased to submit this proposal to identify improvement options for water interconnections to improve the reliability of Norris' drinking water service. Our project understanding, scope of services, and fee are provided below.

## PROJECT UNDERSTANDING

Norris Water Commission (NWC), as a chartered entity under the Town of Norris, TN, provides water and sewer services for customers within the town's limits. Drinking water services are provided via an existing water treatment plant (WTP), which is fed by a spring along Clear Creek, to the northeast of the town. The WTP, located on Lower Clear Creek Road, treats the spring source water before pumping through high service pumps to water storage tanks and into the larger distribution system.

Norris has two water storage tanks in operation, located on Reservoir Hill and accessible by Reservoir Hill Road. Norris' oldest tank is original to the construction of the town by the Tennessee Valley Authority in 1934. This tank is a below-grade concrete reservoir with a spherical base and with an approximate storage volume of 100,000 gallons. A second, larger tank was installed in 1989. This tank is a 500,000-gallon cylindrical concrete storage tank and was constructed by Crom Corporation.

Norris maintains existing water interconnections with Anderson County Water Authority (ACWA), located at E Norris Road off of Andersonville Highway, as well as off of Alley Road at Norris Freeway. Additionally, Norris provides water to ACWA through a master meter on Reservoir Hill Road, including customers on Red Hill Road and Mill Creek Road.

However, recent changes to ACWA system operations have limited the amount of water supply that Norris can rely on from these ACWA interconnections. Under current ACWA and Norris system conditions, Norris does not have a reliable alternative to provide its customers drinking water in the event of issues at the WTP or with the spring-fed water source.

Norris is interested in exploring options to provide a redundant water connection capable of providing temporary emergency service for its entire community and has requested CCI's assistance with this investigation. As described in more detail below, CCI will provide a preliminary engineering report (PER) and analysis of alternatives, including preliminary costs, exhibits, and recommendations.

## SCOPE OF SERVICES

CCI will provide the engineering services necessary for the Preliminary Engineering Report, analyzing the following options:

- a. Review existing Norris water record drawings and confirm existing system information and connectivity with Norris GIS and ACWA GIS.
- b. Analyze possible options using ACWA's existing tanks and their ability or inability to fill Norris' tanks.
- c. Analyze pressure and flow availability, using ACWA system information, for a feed from Lamdin Road to the Norris WTP. Discuss operations of valves and effects on existing ACWA customers that are fed by Norris on Reservoir Road, Red Hill Road, and Mill Creek Road.
- d. Analyze improvement options for a water booster station, generally located at Lamdin Road to the Norris Tank, able to fill the Norris tanks using the existing water mains on Reservoir Hill Road. Discuss operation of valves and effects on broader system.
- e. Analyze ACWA's ability to provide service through the existing Alley Rd interconnection, including existing conditions and improvements required to provide service to all Norris customers.
- f. Analyze supplying the Norris system through the existing Andersonville Highway interconnection, and a proposed booster pump station from ACWA's Industrial Park Zone.
- g. Develop high-level, preliminary cost opinions of each alternative evaluated. The cost opinions will include a 30% contingency to reflect desktop level accuracy, rather than detailed design accuracy.
- h. Submit a draft report to NWC for review and comment.
- i. Host a workshop (anticipated to be 2-hours) with NWC, including review of options and comments.
- j. Incorporate comments and feedback from workshop into final report.
- k. Finalize recommendations and submit to NWC.

## ADDITIONAL SERVICES

If authorized in writing by Client, Consultant will furnish or obtain from others, Additional Services of the following types which are not included as part of the Basic Services and will be paid for by Client as indicated in of this Work Authorization:

- A. Analysis of water treatment plant construction or new source water
- B. Field survey such as topographic survey or boundary survey.
- C. Design phase services which include the development of detailed design drawings or technical specifications.
- D. Bidding phase services and deliverables required for the CLIENT to submit bids or pricing from contractors for the proposed Work.
- E. Preparation of applications and supporting documents for grants, loans, or advances in connection with the Project.
- F. Preparation or review of environmental assessments and impact statements.
- G. Preparation of subsurface geotechnical investigations, reports, and coordination with such consultants.
- H. Services to make measured drawings of or to investigate existing conditions or facilities beyond those outlined herein.
- I. Services resulting from significant changes in the general scope, extent or character of the Project or its design including, but not limited to, changes in size, length, complexity, CLIENT's schedule, character of construction or method of financing.
- J. Preparation or submission of permits or approval applications not specifically referenced herein.

- K. Preparing to serve or serving as a consultant or witness for CLIENT in any litigation, arbitration or other legal or administrative proceeding involving the Project.
- L. Easement preparation and acquisition.
- M. Construction Admin or Resident Project Representative services.

SCHEDULE

Upon receipt of a signed Authorization to Proceed, CCI will complete a draft Preliminary Engineering Report within 20 weeks and send to NWC for review and comment. CCI will host a workshop with NWC within 4 weeks of receiving comments. A final report will be prepared within 4 weeks of the workshop.

FEE

The total not-to-exceed hourly fee for the identified scope of services is listed below. Consultant will invoice monthly and the Client will compensate CCI for providing the services set forth in accordance with the agreement.

Preliminary Engineering Report	\$15,895.00
--------------------------------	-------------

Additional services such as attendance at outside meetings or other activities that may become necessary beyond the above project scope, will be invoiced on an hourly basis at CCI standard rates. The additional work and related charges will be clearly communicated to the client in advance of performing the work.

In the unforeseen event the scope of services changes requiring an amended budget; a revised proposal will be submitted to NWC approval prior to proceeding. Reference is made to the attached Standard Terms and Conditions (two pages) to be included as part of this proposal.

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

Sincerely,



Will Littlejohn, P.E.  
Project Manager

Attachments:  
Standard Terms and Conditions  
Standard Rates

AUTHORIZATION TO PROCEED:

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

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

## STANDARD TERMS AND CONDITIONS

**PROJECT:** Preliminary Engineering Report for Water System Redundancy  
Norris, TN

**CLIENT:** Mr. Tony Wilkerson  
Norris Water Commission  
20 Chestnut Drive  
Norris, TN 37828

**1. ACCESS TO THE SITE / JOBSITE SAFETY:** Unless otherwise stated, CANNON & CANNON, INCORPORATED, hereinafter referred to as the CONSULTANT will have access to the site for activities necessary for the performance of the services. The CONSULTANT will take precautions to minimize damage resulting from these activities, but has not included in the project fee the cost of restoration of any damage.

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

### 2. INDEMNIFICATIONS:

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

The CONSULTANT is not obligated to indemnify the CLIENT in any manner whatsoever for the CLIENT'S own negligence.

### 3. INSURANCE:

The CONSULTANT shall secure and endeavor to maintain such insurance as will protect the CONSULTANT from claims of negligence, bodily injury, death, or property damage which may arise from the performance of services under this Agreement.

### 4. RISK ALLOCATION / LIMITATION OF LIABILITY:

In recognition of the relative risks, rewards and benefits of the project to both the CLIENT and the CONSULTANT, the risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, the CONSULTANT'S total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this agreement from cause or causes, shall not exceed the amount of the CONSULTANT'S fee or Twenty-Five Thousand (\$25,000) dollars, whichever is greater. This limitation shall apply regardless of the cause of action or legal theory pled or asserted.

### 5. OWNERSHIP AND REUSE OF DOCUMENTS:

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

or legal exposure to the CONSULTANT; and the CLIENT shall indemnify and hold harmless the CONSULTANT from all claims, damages, losses and expenses including attorneys' fees arising out of or resulting therefrom. Any such verification or adaptation will entitle the CONSULTANT to further compensation.

**6. OPINIONS OF CONSTRUCTION COST:**

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

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

Where it is understood and agreed to that said Agreement does not include project observation or the review of the Contractor's performance or any construction phase services, the CLIENT shall be responsible at their sole discretion for such services. Further, the CLIENT assumes all responsibility for interpretation of the Contract Documents and for construction observation and/or supervision and waives any claims against the CONSULTANT that may be in any way connected thereto.

In addition, the CLIENT agrees, to the fullest extent permitted by law, to indemnify and hold the CONSULTANT harmless from any loss, claim or cost, including reasonable attorney's fees and costs of defense, arising or resulting from the performance of such services by other persons or entities and from any and all claims arising from modifications, clarifications, interpretations, adjustments or changes made to the Contract documents to reflect changed field or other conditions, except for claims arising from the sole negligence or willful misconduct of the CONSULTANT.

If the CLIENT requests in writing that the CONSULTANT provide any specific construction phase services and if the CONSULTANT agrees in writing to provide such services, then the CONSULTANT shall be compensated for these services as provided for in the Agreement.

**8. OTHER CONDITIONS:**

Not Applicable

**9. TERMINATION:**

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

**10. DISPUTES RESOLUTION:**

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

**11. GOVERNING LAW:**

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

END OF TERMS AND CONDITIONS

**SCHEDULE OF CHARGES – HOURLY RATE BASIS**

**CIVIL PROJECT MANAGEMENT & DESIGN**

Senior Civil Project Manager.....	\$215.00 per hour
Civil Project Manager.....	\$190.00 per hour
Senior Civil Project Engineer.....	\$170.00 per hour
Civil Project Engineer.....	\$160.00 per hour
Senior Civil Engineering Designer.....	\$135.00 per hour
Civil Engineering Designer.....	\$125.00 per hour
Project Technician II.....	\$110.00 per hour
Project Technician I .....	\$90.00 per hour

**FIELD SURVEYING**

Senior Project Manager.....	\$215.00 per hour
Project RLS.....	\$155.00 per hour
Senior Survey Technician.....	\$140.00 per hour
Field Crew.....	\$175.00 per hour
Drone Services (including pilot) .....	\$380.00 per hour
Survey Technician.....	\$110.00 per hour

**CONSTRUCTION PHASE SERVICES & ASSESSMENTS**

Senior Project Manager.....	\$215.00 per hour
Project Manager .....	\$190.00 per hour
Senior Project Engineer.....	\$170.00 per hour
Project Engineer.....	\$160.00 per hour
Senior Resident Project Representative .....	\$155.00 per hour
Resident Project Representative.....	\$90.00 to \$110.00 per hour

Rates for Principles and other Professionals/Experts provided upon request as specific project necessitates.

Unless otherwise noted in the Agreement; outside services contracted for a specific project, including but not limited to professional and technical consultants, laboratory testing, reprographics, photography, etc. will be invoiced at the amount of the subcontractor’s statement plus 10 percent.

Other expenses which are properly chargeable to the work will be invoiced as follows:

- Travel by company or private vehicle at reimbursable rate per Federal guidelines at time expense is incurred.
- Travel, living and per diem expenses for all personnel when required to be away from office in connection with the project will be evaluated on a project by project basis and provided for in the project contract.

Statements will be issued on a monthly basis and are due upon receipt.

Effective: January 2023



ORDINANCE NO. 657

**An Ordinance of the City of Norris, Tennessee, to Amend Title (18) Eighteen, Water and Sewer Chapter (1) One, Water and Sewers Sections 18-116, 18-118, and 18-119, Water and/or Sewer Service to be Initiated or Terminated Only Authorized Personnel, Water and Sewer Service to be Charged for as a Unit, and Repair and Maintenance Services and Supplies and Charges Therefor**

**WHEREAS**, the Norris City Council established the Norris Water Commission and maintains the authority to alter organizational structure; and

**WHEREAS**, the Norris City Council wishes to reorganize the water and sewer utility under the authority of the Norris City Manager; and

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

**SECTION 1:** Section 18-116, is amended as follows:

**Section 18-116. Water and/or sewer service to be initiated or terminated only by authorized personnel.** Only employees of the **department** ~~commission~~ will be permitted to initiate or terminate water and/or sewer service, or to reconnect service when it shall have been discontinued for non-payment of a bill for service. No reconnection for non-payment or other reasons shall be made until such bill shall have been paid in full, including the reconnection fee. It shall be unlawful for any person or persons to tamper with or change any water meter, or to make any connection or reconnection to the water or sewer system. (as added by Ord. #529, June 2011)

**SECTION 1:** Section 18-116, is amended as follows:

**Section 18-116. Water and/or sewer service to be initiated or terminated only by authorized personnel.** Only employees of the **department** ~~commission~~ will be permitted to initiate or terminate water and/or sewer service, or to reconnect service when it shall have been discontinued for non-payment of a bill for service. No reconnection for non-payment or other reasons shall be made until such bill shall have been paid in full, including the reconnection fee. It shall be unlawful for any person or persons to tamper with or change any water meter, or to make any connection or reconnection to the water or sewer system. (as added by Ord. #529, June 2011)

**SECTION 2:** Section 18-118, is amended as follows:

**Section 18-118. Water and sewer service to be charged for as a unit.** The Norris Water **Department** ~~Commission~~ will combine charges for sewer and water service to the users thereof in

one (1) statement and will bill the users of such services in such manner as to require the payment of both charges. (as added by Ord. #529, June 2011)

**SECTION 3:** Section 18-119, is amended as follows:

**Section 18-119. Repair and maintenance services and supplies and charges therefor.**

The Norris Water ~~Department~~ ~~Commission~~ is hereby authorized and empowered to contract for or render directly all supplies and/or construction, repair, or maintenance services necessary for or incidents to the providing of water and/or sewer services ~~in accordance with the authority of the commission~~, and to recommend to council equitable rates and/or charges to be paid by users, customers, and/or consumers for such supplies and/or construction, repair, or maintenance services. Such rates and charges shall be based upon actual or estimated costs plus twenty percent (20%) overhead, and are to be charged to the user, customer, or consumer for whom such supplies are furnished or for whom construction, repair, or maintenance services are rendered. The commission is authorized and empowered to **propose** ~~establish~~ the necessary rules and regulations to insure the orderly and uniform handling of such service charges. (as added by Ord. #529, June 2011)

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

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

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

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

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

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

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

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





ORDINANCE NO. 658

**An Ordinance of the City of Norris, Tennessee, to Amend Title (4) Four, Municipal Personnel, by Repealing Chapter (4) Four, Sexual Harassment and Section 4-204, Workplace Harassment of Chapter (2) Two**

**WHEREAS**, the Norris City Council has updated the Sexual Harassment and Workplace Harassment policies by passage of a revised personnel policies under ordinance 642; and

**WHEREAS**, the revised personnel policies are codified under Title (4) four, Municipal Personnel, Chapter (2) Two, Personnel Policy, Section 4-201, General personnel policy.

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

**SECTION 1:** Chapter 4 Sexual Harassment, is repealed in its entirety.

**SECTION 2:** Section 4-204. Workplace harassment, is repealed in its entirety.

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

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

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

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

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

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

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

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



## Resolution 8-2023

### A Resolution Approving an Agreement Between the City of Norris and East Tennessee Development District for Local Planning Advisory Services

**WHEREAS**, it is the desire of the Council of the City of Norris that East Tennessee Development District to continue to provide planning support and advice; and

**WHEREAS**, the Council of the City of Norris desires to enter into a contract with East Tennessee Development District.

**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 East Tennessee Development District, 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 adopted by the Council of the City of Norris, Tennessee, on July 10, 2023.

---

Mayor

---

City Recorder

**A Contract Between the**  
**EAST TENNESSEE DEVELOPMENT DISTRICT**  
**AND**  
**CITY OF NORRIS, TENNESSEE**  
**PROVIDING FOR LOCAL PLANNING ADVISORY SERVICES**

This **CONTRACT**, entered into as of the first day of July, 2023 by the East Tennessee Development District, an agency composed of member governments in mid-east Tennessee, and the City of Norris, Tennessee.

**I. FINDINGS & DECLARATIONS**

**A.** Tennessee Code Annotated, §13-14-101 and the following sections establish a delineation of regions deemed viable to the economic development of the state, and allow for the creation of development districts for these regions, encompassing one (1) or more counties or parts of counties, so they are conducive to efficient planning and orderly economic development of the state.

**B.** Tennessee Code Annotated, §13-14-101 to 13-14-114 established the East Tennessee Development District (ETDD), a public body on behalf of the counties of Anderson, Blount, Campbell, Claiborne, Cocke, Grainger, Hamblen, Jefferson, Knox, Loudon, Monroe, Morgan, Roane, Scott, Sevier, and Union and all incorporated municipalities and metropolitan governments located within these counties.

**C.** ETDD is empowered, among other duties, “to receive and expend funds from any sources for staffing, for research, planning, coordination, economic development, demonstration projects and other activities deemed necessary to promote the efficient, harmonious and economic development of the region.”

**D.** the City of Norris, Tennessee, requests ETDD to provide planning advisory services, and agrees to appropriate the necessary funds for these services.

## II. CONTRACT

In consideration of these findings and declarations and other valuable considerations, the parties agree as follows:

A. During the twenty-four (24) month period beginning July 1, 2023, and ending June 30, 2025, ETDD agrees to furnish the services of professionally trained planning advisors who will confer with the local planning commission, board of zoning appeals and other local officials with respect to all phases of the comprehensive planning program. Planning recommendations are advisory only; local communities and their appropriate representatives have the sole authority to enact and enforce ordinances and other regulatory tools. A work program derived from the elements listed below will be developed jointly between ETDD and contracting community within 30 days of the signing of the planning contract by both parties. Other activities may be included depending on the scope and nature of the desired services and ETDD capacity. All activities must be agreed upon mutually by the community and ETDD. Planning services may include but are not limited to the following activities:

1. Attendance at planning commission and/or boards of zoning appeals meetings; assistance in the preparation or review of the long-range work program of the planning commission; preparation of comprehensive plans, Public Chapter 1101 Growth Management Plans and amendments, and other planning studies and documents.

2. Preparation of land use controls for adoption, implementation, and enforcement by local community officials, including but not limited to zoning ordinances, subdivision regulations, flood plain management regulations, or other land use controls; review of development proposals; advice and assistance to administrators of zoning, subdivision regulations, and other land use controls.

3. Access to the resources of a regional office including drafting, mapping, and geographic information systems support; planning related research.

4. Specialty training for planning commissions, boards of zoning appeal and local administrators; assistance in providing information on planning activities and interpreting planning programs and activities to the public through meetings and conferences, news releases and presentations before various groups.

5. Advice and assistance on all matters relating to state, federal, and regional programs that affect planning and implementation for the locality.

B. Payment for services provided by ETDD to the City of Norris, Tennessee, will be based on the agreed-upon activities requested in Section II.A. For the purpose of providing funds necessary to carry out the provisions of this contract, **IT IS AGREED** that the chief legislative body will pay to ETDD the sum of **\$8,917.50** annually, payable in total upon the effective date of this contract, or in bi-annual installments of **\$4,458.75**, due and

payable on the first day of July 2023 and the first day of January 2024, the first day of July 2024 and the first day of January 2025. The contracting community hereby authorizes ETDD to apply on the community's behalf for any eligible funds from State sources to supplement the planning contract amount and to use such grant funds to cover the cost of providing planning services to the community.

- C. Either party may terminate this contract by giving written notice to the other party specifying the date of termination, at least ninety (90) days before the termination date. Upon termination of the contract, the obligation of ETDD to conduct and carry on the program agreed to under this Contract shall cease, the financial obligation of the chief legislative body as described in this Contract above likewise ceases. If prepayment has been made by the chief legislative body, ETDD will determine, by prorating, the amount to be refunded.
- D. This contract is for a period of twenty-four (24) months. A new twenty-four (24) month contract and fee schedule will be presented for FY 2026-27. Local governments are under no obligation to continue ETDD planning services beyond the dates specified in this contract.
- E. In all matters relating to the performance of this contract, the ETDD Executive Director acts for ETDD, and the Mayor acts for the City of Norris, Tennessee.

The parties execute this contract through their duly authorized representatives.

**For the East Tennessee Development District:**

By:   
Richard Yakubic  
Executive Director  
East Tennessee Development District

**For the City of Norris, Tennessee:**

By: \_\_\_\_\_  
Honorable Chris Mitchell  
Mayor, City of Norris

**TO: Norris City Council**  
**DATE: July 10, 2023**  
**FROM: Adam Ledford**  
**RE: City Manager's Report**

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

Revenues and expenditures:

- a. General fund revenues did not meet the budget target (75.15%). I will again remind you the low numbers are misleading as the anticipation is directly related to grants related to the ARPA funds that are directly related to the utilities. At the end of 2021/22, the General fund had collected 1,939,410 compared to 1,944,497 this year (+00.26% difference).
- b. General fund expenditures ended at \$1,801,831 (75.25%), however, a few programs exceeded original budgetary plans, but all expenditures were factored into budget amendments approved throughout the fiscal year.
- c. Water/Sewer revenues were slightly under revenue expectations at \$1,037,725 (97.16%), but outperformed the previous year by \$74,439.
- d. Water/Sewer expenditures are also under anticipated plans \$844,480 (42.34%).
- e. Watershed revenues of \$95,225 exceeded expectations by roughly \$33,855 (+55.17%), expenses ended the year at \$61,353.
- f. Street Aid revenues of \$61,919 exceeded expectations by roughly \$6,919 (+12.58%).

**2. Facilities Improvements**

We are awaiting a recommendation by the users of the building on siding to use to complete the segment of the project by the fall. The changes to the kitchen area have been implemented. An A/C for the building has gone out. Last week of June we authorized a vendor to proceed with the repairs.

The ADT system for the Community Building was in need of repairs. The vendor was able to complete those repairs the last week of June. The City's TOSHA inspection identified the need to have a fire extinguisher updated that was missed in the system inspection earlier this year along with requesting some minor safety updated to a circuit box. Those updated on scheduled to be completed by the end of July. We are ready to proceed forward with repairing the Community Building A/C, however, considering the cost and time of a bidding process, it would be more expedient, assuming the council moves forward with updating the purchasing policy, to update the ordinance.

**3. Cyber Plan**

Training of staff will be completed by the end of this month.

**4. Reserve Investment**

The City has been meeting with potential vendors to provide banking and investment needs. We plan to have completed the process in the next 2 weeks and implement any transitions.

**5. Laterals Plan**

The annual report which included the required communication on the state of lateral ordinances and plan was submitted to TDEC.

6. **Compliance & Tax Inspections**

Bailey and I are currently working through flagging items in the state's data for follow up. Already inquires for additional data and information have been requested of the state.

7. **Website Updates**

We are on pace to update the pictures, links, while adding additional content during the month of July.

8. **Solid Waste & Recycling**

I have a meeting scheduled with Waste Connections to review the results of my request for altering the current contract in an effort to reduce the spoke of cost we are experiencing.

9. **2023-24 Budget**

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

10. **Watershed Hunt Raffle**

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

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>41000</b>	<b>General Government</b>							
110			(130,000.00)	(130,000.00)	186,822.72	56,822.72	143.71%	17,298.52
	Personnel		0.00		0.00			0.00
114			(12,000.00)	(12,000.00)	12,761.03	761.03	106.34%	896.40
	Part-Time Personnel		0.00		0.00			0.00
134			(8,000.00)	(8,000.00)	4,183.12	(3,816.88)	52.29%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(11,500.00)	(11,500.00)	15,558.56	4,058.56	135.29%	1,385.48
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(10,000.00)	(10,000.00)	19,406.82	9,406.82	194.07%	1,489.66
	Hospital And Health Insurance		0.00		0.00			0.00
143			(7,500.00)	(7,500.00)	5,173.92	(2,326.08)	68.99%	499.20
	Retirement - Current		0.00		0.00			0.00
146			(1,000.00)	(1,000.00)	945.06	(54.94)	94.51%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(150.00)	(150.00)	163.55	13.55	109.03%	2.68
	Unemployment Insurance		0.00		0.00			0.00
148			(2,000.00)	(2,000.00)	2,332.96	332.96	116.65%	375.22
	Employee Education And Training		0.00		0.00			0.00
211			(1,430.00)	(1,430.00)	726.07	(703.93)	50.77%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
223			(600.00)	(600.00)	471.00	(129.00)	78.50%	0.00
	Publications, Reports, Etc.		0.00		0.00			0.00
224			(3,500.00)	(3,500.00)	3,565.81	65.81	101.88%	334.33
	Duplication (Mimeograph, Multilith, Microfilm,		0.00		0.00			0.00
235			(3,000.00)	(3,000.00)	3,340.57	340.57	111.35%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
237			(2,000.00)	(2,000.00)	3,390.00	1,390.00	169.50%	655.00
	Advertising		0.00		0.00			0.00



**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
250			(13,000.00)	(13,000.00)	14,242.34	1,242.34	109.56%	0.00
	Professional Services		0.00		0.00			0.00
252			(6,000.00)	(6,000.00)	77,556.75	71,556.75	1292.61%	0.00
	Legal Services		0.00		0.00			0.00
253			(12,000.00)	(12,000.00)	19,150.00	7,150.00	159.58%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
255			(15,200.00)	(15,200.00)	11,539.84	(3,660.16)	75.92%	0.00
	Data Processing Services		0.00		0.00			0.00
259			(2,000.00)	(2,000.00)	3,468.26	1,468.26	173.41%	457.61
	Other Professional Services		0.00		0.00			0.00
280			(1,250.00)	(1,250.00)	8,533.85	7,283.85	682.71%	143.45
	Travel		0.00		0.00			0.00
291			(150.00)	(150.00)	675.00	525.00	450.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(3,500.00)	(3,500.00)	3,135.12	(364.88)	89.57%	471.93
	Office Supplies And Materials		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	1,179.01	179.01	117.90%	0.00
	Operating Supplies		0.00		0.00			0.00
510			(29,000.00)	(29,000.00)	31,965.50	2,965.50	110.23%	0.00
	Liability Insurance		0.00		0.00			0.00
551			(1,800.00)	(1,800.00)	0.00	(1,800.00)	0.00%	0.00
	Trustee Fees		0.00		0.00			0.00
555			(1,300.00)	(1,300.00)	2,756.97	1,456.97	212.07%	0.00
	Bank Service Charges		0.00		0.00			0.00
948			(2,500.00)	(2,500.00)	4,126.13	1,626.13	165.05%	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)	8,490.09	(1,009.91)	89.37%	397.80
	Electric		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(3,000.00)	(3,000.00)	2,621.99	(378.01)	87.40%	246.10
	Water		0.00		0.00			0.00
244			(1,200.00)	(1,200.00)	978.95	(221.05)	81.58%	10.00
	Gas		0.00		0.00			0.00
245			(7,200.00)	(7,200.00)	10,028.11	2,828.11	139.28%	444.13
	Telephone And Other Communications		0.00		0.00			0.00
260			(65,000.00)	(65,000.00)	3,666.64	(61,333.36)	5.64%	247.12
	Repair And Maintenance Services		0.00		0.00			0.00
290			(1,300.00)	(1,300.00)	1,831.05	531.05	140.85%	593.88
	Other Contractual Services		0.00		0.00			0.00
<b>41900</b>	<b>Mcneeley Municipal Building</b>							
241			(4,500.00)	(4,500.00)	4,231.43	(268.57)	94.03%	(1,047.10)
	Electric		0.00		0.00			0.00
242			(1,500.00)	(1,500.00)	1,233.50	(266.50)	82.23%	98.85
	Water		0.00		0.00			0.00
260			(1,500.00)	(1,500.00)	1,862.38	362.38	124.16%	285.12
	Repair And Maintenance Services		0.00		0.00			0.00
266			(20,000.00)	(20,000.00)	600.67	(19,399.33)	3.00%	129.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
290			(1,500.00)	(1,500.00)	1,487.69	(12.31)	99.18%	220.82
	Other Contractual Services		0.00		0.00			0.00
329			(300.00)	(300.00)	0.00	(300.00)	0.00%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
<b>42000</b>	<b>Police Dept.</b>							
110			(301,000.00)	(301,000.00)	225,639.40	(75,360.60)	74.96%	22,835.40
	Personnel		0.00		0.00			0.00
112			(30,000.00)	(30,000.00)	28,267.38	(1,732.62)	94.22%	1,316.72
	Over-Time Personnel		0.00		0.00			0.00
114			(10,000.00)	(10,000.00)	16,485.60	6,485.60	164.86%	1,112.80
	Part-Time Personnel		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
119			(2,500.00)	(2,500.00)	0.00	(2,500.00)	0.00%	0.00
	Health Insurance Incentive		0.00		0.00			0.00
129			(19,000.00)	(19,000.00)	16,724.16	(2,275.84)	88.02%	0.00
	Holiday Pay		0.00		0.00			0.00
132			(5,600.00)	(5,600.00)	4,000.00	(1,600.00)	71.43%	0.00
	State Bonus		0.00		0.00			0.00
134			(25,000.00)	(25,000.00)	24,682.86	(317.14)	98.73%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(27,500.00)	(27,500.00)	25,993.00	(1,507.00)	94.52%	1,919.17
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(128,000.00)	(128,000.00)	78,940.36	(49,059.64)	61.67%	6,074.70
	Hospital And Health Insurance		0.00		0.00			0.00
143			(32,000.00)	(32,000.00)	41,663.00	9,663.00	130.20%	1,264.92
	Retirement - Current		0.00		0.00			0.00
146			(12,000.00)	(12,000.00)	12,915.82	915.82	107.63%	0.00
	Workmen's Compensation		0.00		0.00			0.00
147			(300.00)	(300.00)	2,679.09	2,379.09	893.03%	12.04
	Unemployment Insurance		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	2,749.54	(750.46)	78.56%	395.00
	Employee Education And Training		0.00		0.00			0.00
211			(200.00)	(200.00)	24.50	(175.50)	12.25%	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
216			(1,200.00)	(1,200.00)	562.50	(637.50)	46.88%	0.00
	Radio And Tv Services		0.00		0.00			0.00
220			(800.00)	(800.00)	513.00	(287.00)	64.13%	0.00
	Printing, Duplicating, Typing, And Binding		0.00		0.00			0.00
235			(1,000.00)	(1,000.00)	971.81	(28.19)	97.18%	0.00
	Memberships, Registration Fees, And Tuition		0.00		0.00			0.00
241			(6,300.00)	(6,300.00)	5,220.91	(1,079.09)	82.87%	359.35
	Electric		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
242			(1,200.00)	(1,200.00)	1,133.66	(66.34)	94.47%	124.22
	Water		0.00		0.00			0.00
244			(2,300.00)	(2,300.00)	1,486.59	(813.41)	64.63%	90.83
	Gas		0.00		0.00			0.00
245			(5,300.00)	(5,300.00)	10,978.63	5,678.63	207.14%	487.52
	Telephone And Other Communications		0.00		0.00			0.00
261			(5,000.00)	(5,000.00)	4,233.32	(766.68)	84.67%	1,580.11
	Repair And Maintenance Motor Vehicles		0.00		0.00			0.00
264			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Repair And Maint Traffic Lights, Parking Meters		0.00		0.00			0.00
266			(65,000.00)	(65,000.00)	3,582.96	(61,417.04)	5.51%	2,300.00
	Repair And Maintenance Buildings		0.00		0.00			0.00
269			(1,000.00)	(1,000.00)	611.00	(389.00)	61.10%	0.00
	Repair And Maintenance Other Repair And		0.00		0.00			0.00
280			(1,500.00)	(1,500.00)	2,342.41	842.41	156.16%	353.22
	Travel		0.00		0.00			0.00
286			(54,000.00)	(54,000.00)	0.00	(54,000.00)	0.00%	0.00
	Vehicle Purchase		0.00		0.00			0.00
290			(12,000.00)	(12,000.00)	10,980.09	(1,019.91)	91.50%	580.28
	Other Contractual Services		0.00		0.00			0.00
291			(500.00)	(500.00)	135.00	(365.00)	27.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
298			(500.00)	(500.00)	121.27	(378.73)	24.25%	0.00
	Collection Fees		0.00		0.00			0.00
310			(5,000.00)	(5,000.00)	2,384.68	(2,615.32)	47.69%	121.05
	Office Supplies And Materials		0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	1,017.01	17.01	101.70%	552.62
	Operating Supplies		0.00		0.00			0.00
326			(3,500.00)	(3,500.00)	3,500.00	0.00	100.00%	0.00
	Clothing And Uniforms		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
327			(3,000.00)	(3,000.00)	3,035.06	35.06	101.17%	0.00
		Fire Arm Supplies	0.00		0.00			0.00
329			(8,000.00)	(8,000.00)	4,975.35	(3,024.65)	62.19%	998.35
		Other Oper. Supplies	0.00		0.00			0.00
331			(15,000.00)	(15,000.00)	12,878.73	(2,121.27)	85.86%	404.95
		Fuel Charges	0.00		0.00			0.00
333			(38,000.00)	(38,000.00)	28,247.24	(9,752.76)	74.33%	0.00
		Other Equipment (Dispatch 911)	0.00		0.00			0.00
334			(1,600.00)	(1,600.00)	928.32	(671.68)	58.02%	0.00
		Tires, Tubes And Etc.	0.00		0.00			0.00
341			0.00	0.00	98.98	98.98	No Budget	0.00
		Consumable Tools	0.00		0.00			0.00
<b>42200</b>	<b>Fire Protection And Control</b>							
141			(250.00)	(250.00)	204.56	(45.44)	81.82%	0.00
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
147			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(1,250.00)	(1,250.00)	605.83	(644.17)	48.47%	0.00
		Employee Education And Training	0.00		0.00			0.00
162			(5,000.00)	(5,000.00)	8,257.37	3,257.37	165.15%	414.43
		Volunteer Firemen	0.00		0.00			0.00
216			(1,000.00)	(1,000.00)	786.74	(213.26)	78.67%	0.00
		Radio And Tv Services	0.00		0.00			0.00
220			(200.00)	(200.00)	102.00	(98.00)	51.00%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
245			(750.00)	(750.00)	423.27	(326.73)	4.62%	34.65
		Telephone And Other Communications	0.00		0.00			0.00
246			(12,200.00)	(12,200.00)	12,200.00	0.00	100.00%	12,200.00
		Fire Hydrant Rental	0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
261			(10,000.00)	(10,000.00)	6,344.48	(3,655.52)	63.44%	0.00
	Repair And Maintenance	Motor Vehicles	0.00		0.00			0.00
291			(800.00)	(800.00)	0.00	(800.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(15,000.00)	(15,000.00)	16,587.76	1,587.76	110.59%	3,228.40
	Operating Supplies		0.00		0.00			0.00
322			(600.00)	(600.00)	0.00	(600.00)	0.00%	0.00
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			(1,800.00)	(1,800.00)	1,474.40	(325.60)	81.91%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(1,200.00)	(1,200.00)	905.20	(294.80)	75.43%	45.34
	Fuel Charges		0.00		0.00			0.00
333			(10,000.00)	(10,000.00)	7,155.53	(2,844.47)	71.56%	4,515.46
	Other Equipment (Dispatch 911)		0.00		0.00			0.00
340			(5,000.00)	(5,000.00)	5,268.54	268.54	105.37%	374.40
	Norris Volunteer Fire Dept. Expenses		0.00		0.00			0.00
<b>43000</b>	<b>Public Works</b>							
110			(162,000.00)	(162,000.00)	166,328.43	4,328.43	102.67%	12,466.36
	Personnel		0.00		0.00			0.00
112			(500.00)	(500.00)	997.97	497.97	199.59%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			(6,000.00)	(6,000.00)	5,500.00	(500.00)	91.67%	400.00
	Part-Time Personnel		0.00		0.00			0.00
134			(16,000.00)	(16,000.00)	16,383.13	383.13	102.39%	0.00
	Christmas Bonus		0.00		0.00			0.00
141			(14,000.00)	(14,000.00)	14,335.86	335.86	102.40%	973.54
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(73,000.00)	(73,000.00)	38,573.57	(34,426.43)	52.84%	3,308.56
	Hospital And Health Insurance		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
143			(17,500.00)	(17,500.00)	6,549.95	(10,950.05)	37.43%	534.72
		Retirement - Current	0.00		0.00			0.00
146			(6,200.00)	(6,200.00)	7,560.48	1,360.48	121.94%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(250.00)	(250.00)	154.94	(95.06)	61.98%	8.94
		Unemployment Insurance	0.00		0.00			0.00
148			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
220			0.00	0.00	102.00	102.00	No Budget	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
235			(300.00)	(300.00)	142.42	(157.58)	47.47%	0.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
241			(2,400.00)	(2,400.00)	2,331.43	(68.57)	97.14%	170.15
		Electric	0.00		0.00			0.00
242			(1,300.00)	(1,300.00)	861.32	(438.68)	66.26%	81.97
		Water	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	8,123.07	3,123.07	162.46%	235.10
		Telephone And Other Communications	0.00		0.00			0.00
247			(24,000.00)	(24,000.00)	24,819.85	819.85	103.42%	1,830.70
		Street Lighting (Electric And Maint.)	0.00		0.00			0.00
261			(8,000.00)	(8,000.00)	15,912.54	7,912.54	198.91%	3,449.39
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
265			(22,000.00)	(22,000.00)	13,622.72	(8,377.28)	61.92%	1,217.82
		Repair And Maintenance Grounds And Ground	0.00		0.00			0.00
266			(4,000.00)	(4,000.00)	2,724.06	(1,275.94)	68.10%	237.23
		Repair And Maintenance Buildings	0.00		0.00			0.00
268			(60,000.00)	(60,000.00)	1,400.28	(58,599.72)	2.33%	0.00
		Repair And Maintenance Roads And Streets	0.00		0.00			0.00
269			(10,000.00)	(10,000.00)	3,125.42	(6,874.58)	31.25%	1,600.00
		Repair And Maintenance Other Repair And	0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
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)	135.00	(165.00)	45.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			(500.00)	(500.00)	27.92	(472.08)	5.58%	5.98
	Office Supplies And Materials		0.00		0.00			0.00
320			(2,700.00)	(2,700.00)	2,850.99	150.99	105.59%	50.37
	Operating Supplies		0.00		0.00			0.00
326			(3,000.00)	(3,000.00)	2,619.93	(380.07)	87.33%	136.00
	Clothing And Uniforms		0.00		0.00			0.00
329			0.00	0.00	572.69	572.69	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
331			(10,000.00)	(10,000.00)	13,423.69	3,423.69	134.24%	382.91
	Fuel Charges		0.00		0.00			0.00
334			(1,500.00)	(1,500.00)	1,532.72	32.72	102.18%	106.98
	Tires, Tubes And Etc.		0.00		0.00			0.00
341			(750.00)	(750.00)	1,833.04	1,083.04	244.41%	37.71
	Consumable Tools		0.00		0.00			0.00
342			(600.00)	(600.00)	502.68	(97.32)	83.78%	0.00
	Sign Parts And Supplies		0.00		0.00			0.00
471			(6,000.00)	(6,000.00)	2,649.87	(3,350.13)	44.16%	306.94
	Asphalt And Asphalt Filler		0.00		0.00			0.00
735			(220,000.00)	(220,000.00)	208,408.08	(11,591.92)	94.73%	0.00
	Local Agency Project - Norris Ind. Park		0.00		0.00			0.00
776			(122,000.00)	(122,000.00)	0.00	(122,000.00)	0.00%	0.00
	Safe Route To School Grant		0.00		0.00			0.00
940			(160,000.00)	(160,000.00)	39,865.00	(120,135.00)	24.92%	0.00
	Machinery And Equipment		0.00		0.00			0.00



**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>44400</b>		<b>Recreation</b>						
110			0.00	0.00	5,967.14	5,967.14	No Budget	2,022.14
	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			(600.00)	(600.00)	456.47	(143.53)	76.08%	154.69
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
147			(120.00)	(120.00)	17.92	(102.08)	14.93%	6.07
	Unemployment Insurance		0.00		0.00			0.00
241			(650.00)	(650.00)	521.74	(128.26)	80.27%	40.14
	Electric		0.00		0.00			0.00
242			(3,500.00)	(3,500.00)	3,628.27	128.27	103.66%	519.27
	Water		0.00		0.00			0.00
291			(300.00)	(300.00)	135.00	(165.00)	45.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
310			0.00	0.00	111.78	111.78	No Budget	0.00
	Office Supplies And Materials		0.00		0.00			0.00
312			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
	Small Items Of Equipment		0.00		0.00			0.00
320			(75,000.00)	(75,000.00)	8,726.23	(66,273.77)	11.63%	610.00
	Operating Supplies		0.00		0.00			0.00
325			(7,000.00)	(7,000.00)	10,875.00	3,875.00	155.36%	3,775.00
	Fireworks Supplies		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	1,284.91	(1,715.09)	42.83%	409.39
	Other Oper. Supplies		0.00		0.00			0.00
720			(32,250.00)	(32,250.00)	0.00	(32,250.00)	0.00%	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00
<b>44800</b>		<b>Libraries</b>						
720			0.00	0.00	32,252.00	32,252.00	No Budget	0.00
	Grants And Donations To Other Institutions		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **110**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>45100 Conservation Of Natural Resources</b>								
269			(200.00)	(200.00)	1,954.64	1,754.64	977.32%	231.07
	Repair And Maintenance	Other Repair And	0.00		0.00			0.00
320			(300.00)	(300.00)	3,143.49	2,843.49	1047.83%	228.66
	Operating Supplies		0.00		0.00			0.00
551			0.00	0.00	618.00	618.00	No Budget	0.00
	Trustee Fees		0.00		0.00			0.00
<b>45160 Other Natural Resources</b>								
241			(1,000.00)	(1,000.00)	907.64	(92.36)	90.76%	38.81
	Electric		0.00		0.00			0.00
242			(500.00)	(500.00)	968.30	468.30	193.66%	81.97
	Water		0.00		0.00			0.00
329			(3,000.00)	(3,000.00)	5,050.57	2,050.57	168.35%	0.00
	Other Oper. Supplies		0.00		0.00			0.00
<b>47100 Economic Development Administration</b>								
211			0.00	0.00	275.00	275.00	No Budget	0.00
	Postage, Box Rent, Etc.		0.00		0.00			0.00
237			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Advertising		0.00		0.00			0.00
320			(5,200.00)	(5,200.00)	5,744.05	544.05	110.46%	155.65
	Operating Supplies		0.00		0.00			0.00
<b>Total For Fund: 110</b>			(2,394,450.00)	(2,394,450.00)	1,801,830.57	(592,619.43)	75.25 %	125,145.36
			0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **121**

Monthly Comparative: 100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>43100</b>		<b>Highways And Streets</b>						
268			(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00%	0.00
		Repair And Maintenance Roads And Streets	0.00		0.00			0.00
<b>Total For Fund:</b>	<b>121</b>		(100,000.00)	(100,000.00)	0.00	(100,000.00)	0.00 %	0.00
			0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **123**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>45100</b>		<b>Conservation Of Natural Resources</b>						
114			(15,000.00)	(15,000.00)	11,116.70	(3,883.30)	74.11%	3,406.70
		Part-Time Personnel	0.00		0.00			0.00
141			(1,200.00)	(1,200.00)	850.44	(349.56)	70.87%	260.62
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
147			0.00	0.00	33.37	33.37	No Budget	10.23
		Unemployment Insurance	0.00		0.00			0.00
220			(3,000.00)	(3,000.00)	253.00	(2,747.00)	8.43%	0.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
259			0.00	0.00	2,700.00	2,700.00	No Budget	0.00
		Other Professional Services	0.00		0.00			0.00
261			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Repair And Maintenance Motor Vehicles	0.00		0.00			0.00
265			(25,000.00)	(25,000.00)	2,870.41	(22,129.59)	11.48%	434.87
		Repair And Maintenance Grounds And Ground	0.00		0.00			0.00
290			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Other Contractural Services	0.00		0.00			0.00
291			(500.00)	(500.00)	135.00	(365.00)	27.00%	0.00
		Physical/Drug Testing	0.00		0.00			0.00
310			(100.00)	(100.00)	0.00	(100.00)	0.00%	0.00
		Office Supplies And Materials	0.00		0.00			0.00
320			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
		Operating Supplies	0.00		0.00			0.00
331			(350.00)	(350.00)	62.30	(287.70)	17.80%	0.00
		Fuel Charges	0.00		0.00			0.00
342			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Sign Parts And Supplies	0.00		0.00			0.00
551			(1,670.00)	(1,670.00)	618.00	(1,052.00)	37.01%	0.00
		Trustee Fees	0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **123**

Monthly Comparative: 100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>51600</b>		<b>Operating Transfers Out</b>						
759			0.00	0.00	42,714.00	42,714.00	No Budget	42,714.00
		Transfers To General Funds	0.00		0.00			0.00
<b>Total For Fund:</b>	<b>123</b>		(53,320.00)	(53,320.00)	61,353.22	8,033.22	115.07 %	46,826.42
			0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **128**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>43230</b>		<b>Solid Waste Collection</b>						
248			(42,000.00)	(42,000.00)	47,486.07	5,486.07	113.06%	3,876.75
		Recycle/Residential Contract	0.00		0.00			0.00
249			(67,000.00)	(67,000.00)	75,639.19	8,639.19	112.89%	6,237.90
		Refuse/Residential Contract	0.00		0.00			0.00
258			(31,000.00)	(31,000.00)	32,894.24	1,894.24	106.11%	2,928.41
		Commercial Refuse	0.00		0.00			0.00
329			(500.00)	(500.00)	0.00	(500.00)	0.00%	0.00
		Other Oper. Supplies	0.00		0.00			0.00
<b>Total For Fund:</b>	<b>128</b>		(140,500.00)	(140,500.00)	156,019.50	15,519.50	111.05 %	13,043.06
			0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
<b>52113</b>		<b>Purification</b>						
110			(55,200.00)	(55,200.00)	69,783.89	14,583.89	126.42%	3,813.40
	Personnel		0.00		0.00			0.00
112			(4,000.00)	(4,000.00)	338.13	(3,661.87)	8.45%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			(8,500.00)	(8,500.00)	21,104.16	12,604.16	248.28%	3,037.81
	Part-Time Personnel		0.00		0.00			0.00
134			(5,500.00)	(5,500.00)	2,716.56	(2,783.44)	49.39%	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			(4,700.00)	(4,700.00)	7,042.12	2,342.12	149.83%	514.37
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(28,000.00)	(28,000.00)	29,511.68	1,511.68	105.40%	1,906.51
	Hospital And Health Insurance		0.00		0.00			0.00
143			(3,400.00)	(3,400.00)	1,518.31	(1,881.69)	44.66%	118.98
	Retirement - Current		0.00		0.00			0.00
148			(3,500.00)	(3,500.00)	61.65	(3,438.35)	1.76%	0.00
	Employee Education And Training		0.00		0.00			0.00
170			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Fees		0.00		0.00			0.00
241			(32,000.00)	(32,000.00)	40,092.44	8,092.44	125.29%	3,214.45
	Electric		0.00		0.00			0.00
244			(4,000.00)	(4,000.00)	5,291.10	1,291.10	132.28%	0.00
	Gas		0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	3,352.80	(1,647.20)	67.06%	182.12
	Telephone And Other Communications		0.00		0.00			0.00
260			(22,000.00)	(22,000.00)	18,067.95	(3,932.05)	82.13%	6,680.00
	Repair And Maintenance Services		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(150.00)	(150.00)	0.00	(150.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(6,000.00)	(6,000.00)	318.19	(5,681.81)	5.30%	0.00
	Operating Supplies		0.00		0.00			0.00
322			(15,000.00)	(15,000.00)	14,076.26	(923.74)	93.84%	3,270.64
	Chemical, Laboratory, And Medical Supplies		0.00		0.00			0.00
329			0.00	0.00	169.99	169.99	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
389			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Independent Lab Anaylsis		0.00		0.00			0.00
<b>52114</b>	<b>Transmission And Distribution</b>							
110			(35,000.00)	(35,000.00)	8,290.08	(26,709.92)	23.69%	840.06
	Personnel		0.00		0.00			0.00
112			(4,000.00)	(4,000.00)	104.04	(3,895.96)	2.60%	0.00
	Over-Time Personnel		0.00		0.00			0.00
114			(8,500.00)	(8,500.00)	7,287.92	(1,212.08)	85.74%	418.09
	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			(3,100.00)	(3,100.00)	1,189.28	(1,910.72)	38.36%	94.37
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(23,000.00)	(23,000.00)	3,716.08	(19,283.92)	16.16%	362.82
	Hospital And Health Insurance		0.00		0.00			0.00
143			(1,000.00)	(1,000.00)	238.35	(761.65)	23.84%	26.21
	Retirement - Current		0.00		0.00			0.00
260			(1,000.00)	(1,000.00)	649.11	(350.89)	64.91%	0.00
	Repair And Maintenance Services		0.00		0.00			0.00



**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
291			(250.00)	(250.00)	340.00	90.00	136.00%	0.00
		Physical/Drug Testing	0.00		0.00			0.00
320			(1,000.00)	(1,000.00)	448.42	(551.58)	44.84%	230.00
		Operating Supplies	0.00		0.00			0.00
322			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
331			(7,500.00)	(7,500.00)	8,382.15	882.15	111.76%	262.11
		Fuel Charges	0.00		0.00			0.00
332			(4,000.00)	(4,000.00)	752.11	(3,247.89)	18.80%	173.62
		Motor Vehicle Parts	0.00		0.00			0.00
338			(19,000.00)	(19,000.00)	25,970.06	6,970.06	136.68%	457.25
		Repair Parts For Water Or Sewer Lines, Meters,	0.00		0.00			0.00
341			(1,000.00)	(1,000.00)	850.32	(149.68)	85.03%	230.00
		Consumable Tools	0.00		0.00			0.00
391			0.00	0.00	958.72	958.72	No Budget	0.00
		Water Meters	0.00		0.00			0.00
<b>52211</b>		<b>Sewer Collection (Lines)</b>						
110			(16,000.00)	(16,000.00)	14,260.27	(1,739.73)	89.13%	366.39
		Personnel	0.00		0.00			0.00
112			(4,000.00)	(4,000.00)	0.00	(4,000.00)	0.00%	0.00
		Over-Time Personnel	0.00		0.00			0.00
114			(8,500.00)	(8,500.00)	8,022.39	(477.61)	94.38%	405.79
		Part-Time Personnel	0.00		0.00			0.00
134			(1,400.00)	(1,400.00)	1,250.00	(150.00)	89.29%	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			(1,400.00)	(1,400.00)	1,761.75	361.75	125.84%	57.06
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
142			(5,000.00)	(5,000.00)	8,221.61	3,221.61	164.43%	416.08
	Hospital And Health Insurance		0.00		0.00			0.00
143			(975.00)	(975.00)	137.63	(837.37)	14.12%	11.43
	Retirement - Current		0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
	Employee Education And Training		0.00		0.00			0.00
241			(1,000.00)	(1,000.00)	3,524.35	2,524.35	352.44%	2,345.54
	Electric		0.00		0.00			0.00
260			(20,000.00)	(20,000.00)	13,070.15	(6,929.85)	65.35%	6,703.69
	Repair And Maintenance Services		0.00		0.00			0.00
291			(250.00)	(250.00)	0.00	(250.00)	0.00%	0.00
	Physical/Drug Testing		0.00		0.00			0.00
320			(1,500.00)	(1,500.00)	0.00	(1,500.00)	0.00%	0.00
	Operating Supplies		0.00		0.00			0.00
<b>52213</b>	<b>Sewer Treatment And Disposal</b>							
110			(63,000.00)	(63,000.00)	62,546.48	(453.52)	99.28%	4,824.30
	Personnel		0.00		0.00			0.00
112			(4,000.00)	(4,000.00)	2,939.30	(1,060.70)	73.48%	0.00
	Over-Time Personnel		0.00		0.00			0.00
134			(2,608.00)	(2,608.00)	3,858.28	1,250.28	147.94%	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			(5,200.00)	(5,200.00)	5,245.90	45.90	100.88%	364.52
	Payroll Taxes (Ssa-Med.)		0.00		0.00			0.00
142			(19,000.00)	(19,000.00)	15,990.60	(3,009.40)	84.16%	1,332.20
	Hospital And Health Insurance		0.00		0.00			0.00
143			(9,200.00)	(9,200.00)	4,587.20	(4,612.80)	49.86%	322.74
	Retirement - Current		0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
148			(1,000.00)	(1,000.00)	0.00	(1,000.00)	0.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
170			(4,000.00)	(4,000.00)	3,857.10	(142.90)	96.43%	650.00
		Fees	0.00		0.00			0.00
241			(38,000.00)	(38,000.00)	27,433.42	(10,566.58)	72.19%	88.86
		Electric	0.00		0.00			0.00
245			(5,000.00)	(5,000.00)	8,735.99	3,735.99	174.72%	433.10
		Telephone And Other Communications	0.00		0.00			0.00
260			(12,500.00)	(12,500.00)	13,138.26	638.26	105.11%	269.81
		Repair And Maintenance Services	0.00		0.00			0.00
295			(15,000.00)	(15,000.00)	14,097.31	(902.69)	93.98%	1,020.76
		Landfill Services	0.00		0.00			0.00
320			(10,000.00)	(10,000.00)	8,758.52	(1,241.48)	87.59%	0.00
		Operating Supplies	0.00		0.00			0.00
322			(23,000.00)	(23,000.00)	20,036.59	(2,963.41)	87.12%	2,565.19
		Chemical, Laboratory, And Medical Supplies	0.00		0.00			0.00
326			(5,000.00)	(5,000.00)	4,575.17	(424.83)	91.50%	313.84
		Clothing And Uniforms	0.00		0.00			0.00
329			(39,628.00)	(39,628.00)	459.20	(39,168.80)	1.16%	62.68
		Other Oper. Supplies	0.00		0.00			0.00
<b>52316</b>	<b>Customer Accounting &amp; Collection</b>							
211			(5,500.00)	(5,500.00)	4,936.37	(563.63)	89.75%	0.00
		Postage, Box Rent, Etc.	0.00		0.00			0.00
255			(16,000.00)	(16,000.00)	11,516.97	(4,483.03)	71.98%	0.00
		Data Processing Services	0.00		0.00			0.00
<b>52317</b>	<b>Administrative &amp; General Expenses</b>							
110			(130,000.00)	(130,000.00)	139,914.63	9,914.63	107.63%	10,245.38
		Personnel	0.00		0.00			0.00
111			(9,000.00)	(9,000.00)	4,384.00	(4,616.00)	48.71%	461.52
		Secretary/Treasury Personnel	0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
112			0.00	0.00	306.03	306.03	No Budget	0.00
		Over-Time Personnel	0.00		0.00			0.00
114			(13,000.00)	(13,000.00)	13,425.48	425.48	103.27%	896.40
		Part-Time Personnel	0.00		0.00			0.00
133			0.00	0.00	750.00	750.00	No Budget	0.00
		City Bonus	0.00		0.00			0.00
134			(7,200.00)	(7,200.00)	6,466.56	(733.44)	89.81%	0.00
		Christmas Bonus	0.00		0.00			0.00
137			(4,000.00)	(4,000.00)	6,000.00	2,000.00	150.00%	0.00
		Certification Bonus	0.00		0.00			0.00
141			(14,000.00)	(14,000.00)	12,894.22	(1,105.78)	92.10%	871.49
		Payroll Taxes (Ssa-Med.)	0.00		0.00			0.00
142			(28,000.00)	(28,000.00)	26,641.69	(1,358.31)	95.15%	2,049.36
		Hospital And Health Insurance	0.00		0.00			0.00
143			(15,000.00)	(15,000.00)	8,066.61	(6,933.39)	53.78%	576.02
		Retirement - Current	0.00		0.00			0.00
146			(10,000.00)	(10,000.00)	10,080.64	80.64	100.81%	0.00
		Workmen's Compensation	0.00		0.00			0.00
147			(650.00)	(650.00)	0.00	(650.00)	0.00%	0.00
		Unemployment Insurance	0.00		0.00			0.00
148			(1,000.00)	(1,000.00)	560.00	(440.00)	56.00%	0.00
		Employee Education And Training	0.00		0.00			0.00
220			(2,000.00)	(2,000.00)	1,720.02	(279.98)	86.00%	49.00
		Printing, Duplicating, Typing, And Binding	0.00		0.00			0.00
235			(4,000.00)	(4,000.00)	2,143.00	(1,857.00)	53.58%	450.00
		Memberships, Registration Fees, And Tuition	0.00		0.00			0.00
237			(800.00)	(800.00)	1,461.36	661.36	182.67%	461.70
		Advertising	0.00		0.00			0.00
252			(800.00)	(800.00)	713.89	(86.11)	89.24%	0.00
		Legal Services	0.00		0.00			0.00

**City of Norris**  
**Statement of Expenditures and Encumbrances**  
**June 2023**

Fund : **413**

Monthly Comparative:

100.00%

Object	Cost Center	Sub Object	Original Budget/ Amendments	Total Budget	YTD Expenditures/ Encumbrances	Funds Available	% Used	MTD Actual/ Encumbrance
253			(12,000.00)	(12,000.00)	12,150.00	150.00	101.25%	0.00
	Accounting And Auditing Services		0.00		0.00			0.00
256			(2,000.00)	(2,000.00)	0.00	(2,000.00)	0.00%	0.00
	Consultant's Services		0.00		0.00			0.00
280			(900.00)	(900.00)	0.00	(900.00)	0.00%	0.00
	Travel		0.00		0.00			0.00
310			(2,500.00)	(2,500.00)	1,899.77	(600.23)	75.99%	434.74
	Office Supplies And Materials		0.00		0.00			0.00
320			(3,000.00)	(3,000.00)	191.33	(2,808.67)	6.38%	0.00
	Operating Supplies		0.00		0.00			0.00
329			0.00	0.00	8.88	8.88	No Budget	0.00
	Other Oper. Supplies		0.00		0.00			0.00
510			(20,000.00)	(20,000.00)	20,149.50	149.50	100.75%	0.00
	Liability Insurance		0.00		0.00			0.00
555			(2,500.00)	(2,500.00)	1,579.64	(920.36)	63.19%	0.00
	Bank Service Charges		0.00		0.00			0.00
741			(5,000.00)	(5,000.00)	0.00	(5,000.00)	0.00%	0.00
	Bad Debt Expense		0.00		0.00			0.00
948			(5,000.00)	(5,000.00)	4,907.74	(92.26)	98.15%	312.45
	Computer Equipment		0.00		0.00			0.00
<b>52523</b>	<b>Depreciation</b>							
540			(1,047,369.00)	(1,047,369.00)	32,374.15	(1,014,994.85)	3.09%	0.00
	Depreciation		0.00		0.00			0.00
<b>Total For Fund: 413</b>			(1,994,738.00)	(1,994,738.00)	844,480.10	(1,150,257.90)	42.34 %	65,194.85
			0.00		0.00			0.00

**City of Norris**  
**Statement of Revenues - City**  
**June 2023**

Fund : **110** General Fund

**Monthly Comparative**

100.00%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
31111	Real Property Taxes (Current)	735,000.00	0.00	(673,792.05)	61,207.95	8.33%
31112	Personal Property Taxes (Current)	2,000.00	0.00	(75,203.67)	(73,203.67)	-3660.18%
31120	Public Utilities Property Tax (Current)	7,400.00	0.00	0.00	7,400.00	100.00%
31200	Property Taxes (Delinquent)	4,000.00	(12,649.48)	(24,226.52)	(20,226.52)	-505.66%
31300	Int, Penalty, And Court Cost On Prop Tax	2,000.00	0.00	(2,416.85)	(416.85)	-20.84%
31511	Pay In Lieu Of Tax -Electric Utilities	20,000.00	(1,056.35)	(13,263.65)	6,736.35	33.68%
31600	Local Option Sales Tax	200,000.00	(21,134.95)	(264,038.58)	(64,038.58)	-32.02%
31710	Wholesale Beer Tax	70,000.00	(4,067.07)	(56,945.20)	13,054.80	18.65%
31720	Wholesale Liquor Tax	60,000.00	(3,915.84)	(41,081.61)	18,918.39	31.53%
31730	Mixed Drink Tax	5,500.00	(1,704.00)	(5,656.95)	(156.95)	-2.85%
31800	Business Taxes	14,000.00	(1,846.84)	(18,847.41)	(4,847.41)	-34.62%
31912	Cable TV Franchise Tax	22,000.00	0.00	(16,021.31)	5,978.69	27.18%
32210	Beer Licenses	1,000.00	0.00	(1,980.00)	(980.00)	-98.00%
32410	Animal Registration	900.00	(32.00)	(1,598.00)	(698.00)	-77.56%
32600	Building And Related Permits	9,000.00	(295.00)	(20,487.00)	(11,487.00)	-127.63%
33400	Police Supplements - State Grant	5,600.00	0.00	(4,800.00)	800.00	14.29%
33430	T Dot Enhancement Grant	122,000.00	0.00	0.00	122,000.00	100.00%
33480	Local Planning Grant	0.00	(5,375.00)	(5,375.00)	(5,375.00)	No Budget
33510	State Sales Tax	190,000.00	(16,201.46)	(192,119.67)	(2,119.67)	-1.12%
33520	State Income Tax	10,000.00	0.00	(5,278.15)	4,721.85	47.22%
33530	State Beer Tax	900.00	0.00	(730.13)	169.87	18.87%
33552	State-City Streets And Transportation	3,000.00	(244.11)	(4,188.99)	(1,188.99)	-39.63%
33590	Bank Excise Tax	4,500.00	0.00	0.00	4,500.00	100.00%
33591	Gross Receipts - Tva	18,000.00	(4,806.30)	(19,225.50)	(1,225.50)	-6.81%
33592	Sports Betting - State Shared Tax	1,300.00	0.00	(2,296.42)	(996.42)	-76.65%
33710	Fema-Tema State Grant	1,000.00	0.00	0.00	1,000.00	100.00%
33800	Local Agency Project	35,000.00	0.00	0.00	35,000.00	100.00%
33801	ARPA Funds	920,563.00	0.00	(237,667.49)	682,895.51	74.18%
34111	Duplicating Services	50.00	0.00	(100.00)	(50.00)	-100.00%
35110	City Court Fines And Costs	3,000.00	(163.75)	(2,961.25)	38.75	1.29%
35140	Drug Related Fines	100.00	(1,610.54)	(1,962.04)	(1,862.04)	-1862.04%

**City of Norris**  
**Statement of Revenues - City**  
**June 2023**

Fund : **110** General Fund

**Monthly Comparative**

100.00%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
35160	Court Fines And Costs From County Courts	200.00	0.00	(594.19)	(394.19)	-197.10%
36100	Interest Earnings	5.00	0.00	(1.39)	3.61	72.20%
36211	Community Building Rental	0.00	0.00	(125.00)	(125.00)	No Budget
36212	Tower Rent	29,000.00	(2,026.92)	(28,700.06)	299.94	1.03%
36213	Pavilion Rental	600.00	(60.00)	(860.00)	(260.00)	-43.33%
36330	Sale Of Equipment	0.00	0.00	(2,285.00)	(2,285.00)	No Budget
36420	Osm Parking Contract	1,000.00	0.00	(1,000.00)	0.00	0.00%
36700	Animal Shelter Contri And Donations	4,000.00	(40.00)	(5,205.00)	(1,205.00)	-30.13%
36710	Recreation Comm. Donations	5,000.00	(744.00)	(6,840.00)	(1,840.00)	-36.80%
36710	CDB Contri And Donations-Businesses	5,500.00	0.00	0.00	5,500.00	100.00%
36720	Recreation - Tennis Court Impro.	2,000.00	0.00	0.00	2,000.00	100.00%
36721	Contri And Donations-Organizations No.-1	150.00	0.00	0.00	150.00	100.00%
36730	Norris Recreation Comms. Donations	5,000.00	0.00	(1,999.10)	3,000.90	60.02%
36732	Trail Benches	1,500.00	(50.00)	(663.00)	837.00	55.80%
36738	Norris Vol. Fire Dept. Donations	5,000.00	0.00	(3,633.05)	1,366.95	27.34%
36739	Recycle Commission Donations	100.00	0.00	0.00	100.00	100.00%
36960	Operating Transfer In From Other Funds	42,714.00	(42,714.00)	(42,714.00)	0.00	0.00%
37199	Miscellaneous	15,000.00	(105.98)	(157,613.86)	(142,613.86)	-950.76%
37494	Sale Of Material	3,000.00	0.00	0.00	3,000.00	100.00%
<b>Total For Fund:</b>	<b>110</b>	<b>2,587,582.00</b>	<b>(120,843.59)</b>	<b>(1,944,497.09)</b>	<b>643,084.91</b>	<b>24.85 %</b>

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

City of Norris  
Statement of Revenues - City  
June 2023

User: Sandy Johnson  
Date/Time: 7/5/2023 4:09 PM  
Page 3 of 7

Fund : **121** State Street Aid Fund

Monthly Comparative 100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
33551	State Gasoline And Motor Fuel Tax	55,000.00	(4,979.01)	(61,918.98)	(6,918.98)	-12.58%
<b>Total For Fund:</b>	<b>121</b>	<b>55,000.00</b>	<b>(4,979.01)</b>	<b>(61,918.98)</b>	<b>(6,918.98)</b>	<b>-12.58 %</b>



Fund : **123** Watershed Fund

Monthly Comparative 100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
36212	Tower Rent	0.00	(2,026.92)	(28,699.96)	(28,699.96)	No Budget
36690	Wood Permits	20.00	0.00	(30.00)	(10.00)	-50.00%
36691	Hunting Permits	3,750.00	0.00	(4,150.00)	(400.00)	-10.67%
36693	Rifle Range Permits	57,500.00	(300.00)	(61,390.00)	(3,890.00)	-6.77%
37199	Miscellaneous	100.00	0.00	(955.00)	(855.00)	-855.00%
<b>Total For Fund: 123</b>		<b>61,370.00</b>	<b>(2,326.92)</b>	<b>(95,224.96)</b>	<b>(33,854.96)</b>	<b>-55.17 %</b>

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

City of Norris  
Statement of Revenues - City  
June 2023

User: Sandy Johnson  
Date/Time: 7/5/2023 4:09 PM  
Page 5 of 7

Fund : **128** Refuse/Recycle Fund

Monthly Comparative 100.00%

		<b>Total Estimated</b>	<b>MTD Realized</b>	<b>YTD Realized</b>	<b>Unrealized</b>	<b>% Unrealized</b>
34410	Refuse Collection Charges	28,000.00	(2,430.75)	(27,811.74)	188.26	0.67%
34430	Refuse Collection And Disposal Charges	119,000.00	0.00	(97,841.49)	21,158.51	17.78%
<b>Total For Fund:</b>	<b>128</b>	<b>147,000.00</b>	<b>(2,430.75)</b>	<b>(125,653.23)</b>	<b>21,346.77</b>	<b>14.52 %</b>

**City of Norris**  
**Statement of Revenues - City**  
**June 2023**

Fund : **413** Water And Sewer

**Monthly Comparative**

100.00%

		<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	(2.68)	(2.68)	No Budget
37110	Metered Water Sales	517,103.00	(50,959.50)	(517,505.31)	(402.31)	-0.08%
37120	Flat Rate Water Sales To Gen Customers	4,000.00	(307.86)	(4,017.93)	(17.93)	-0.45%
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	(5,270.40)	7,729.60	59.46%
37195	Installation Charges	6,500.00	(115.00)	(1,690.00)	4,810.00	74.00%
37196	Water Tap Fees	1,100.00	0.00	0.00	1,100.00	100.00%
37199	Miscellaneous	2,000.00	(508.16)	(7,356.31)	(5,356.31)	-267.82%
37210	Sewer Service Charges	499,396.00	(45,923.33)	(493,632.56)	5,763.44	1.15%
37220	Sewer Inspection Fees	1,100.00	0.00	0.00	1,100.00	100.00%
37290	Other Operating Rev-Sewer Stoppages	150.00	0.00	0.00	150.00	100.00%
37299	Miscellaneous	500.00	0.00	0.00	500.00	100.00%
37990	Other Revenue	11,000.00	0.00	(8,250.00)	2,750.00	25.00%
<b>Total For Fund:</b>	<b>413</b>	<b>1,068,049.00</b>	<b>(97,813.85)</b>	<b>(1,037,725.19)</b>	<b>30,323.81</b>	<b>2.84 %</b>

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

City of Norris  
Statement of Revenues - City  
June 2023

User: Sandy Johnson  
Date/Time: 7/5/2023 4:09 PM  
Page 7 of 7

Fund : **619** Drug Enforcement Fund

Monthly Comparative 100.00%

		Total Estimated	MTD Realized	YTD Realized	Unrealized	% Unrealized
35140	Drug Related Fines	0.00	0.00	(1,000.00)	(1,000.00)	No Budget
<b>Total For Fund:</b>	<b>619</b>	<b>0.00</b>	<b>0.00</b>	<b>(1,000.00)</b>	<b>(1,000.00)</b>	<b>100.00 %</b>



## Monthly Fire Report

To: City Manager

From: Rick Roach (Fire Chief)

Date: 06/30/2023

The Norris Fire Department has seen an increase in requests for mutual aid from area fire departments, as well as, lift assists from the Anderson County Ambulance Service. The increase has been reported county-wide, which is related to summer activities in the area.

The Norris Fire Department responded to a wide variety of calls this month. The fire department responded to 41 calls in June, most were medical.

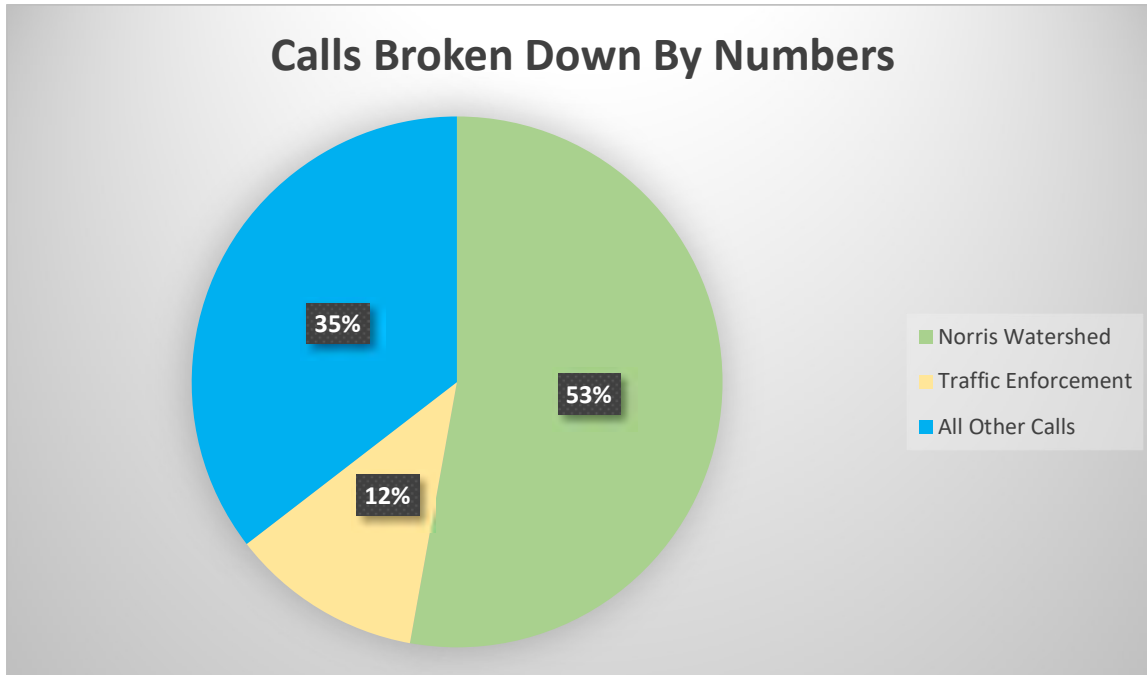
The Norris Fire Department will be training throughout the city in July. The firefighters will be conducting hose drills, mock scenarios, and incidents that incorporate the department's medical staff.

The Norris Fire Department is continuing to seek avenues of support for Wildland fire fighting gear. The full expense of the gear would significantly impact the department's annual budget.

The Norris Fire Department attended the Smokey Mountain Weekend fire training event in Gatlinburg, which allowed one of our firefighters to obtain his state license to teach the basic fire program at a local level. This allows those wanting to enter the fire service, but are unable to take off work and relocate to the state fire academy in Nashville for two weeks, to attend training close to home. This is a huge accomplishment by firefighter Zach Kennedy. Zach is also a full-time firefighter for the City of Rocky Top and lives in Norris.

Rick Roach  
Norris Fire Chief

To: Adam Ledford, City Manager  
 From: Mike Poole, Chief  
 Subject: June Monthly Report  
 Date: July 6<sup>th</sup>, 2023



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

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

<b>Traffic Enforcement</b>	<b>20</b>	<b>Disabled Vehicle</b>	<b>2</b>
<b>Traffic Stops</b>	17	Suicidal Person – Emotionally Disturbed	5
<b>Watershed Patrols</b>	160	Sexual Assault / Rape	1
<b>Other Agency B.O.L.O.</b>	1	Intoxicated Driver/Person	1
<b>Assist E.M.S.</b>	11	Harassment	1
<b>Assist Public</b>	7	Elder Abuse	1
<b>Traffic Complaint / Hazard /control</b>	19	Domestic Problem	1
<b>Welfare Check</b>	7	Wanted Person	1
<b>Animal Complaint</b>	9	Shop Lifting (Theft)	2
<b>Follow up investigations</b>	11	Felony Theft	1
<b>Noise Complaint</b>	4	Threats	1
<b>Alarm – Burglar/Panic</b>	3	Suspicious Person/vehicle/Activity/Prowler	13
<b>Illegal Dumping</b>	1	Juvenile Problem	1
<b>Civil Matter – Child Custody</b>	2	Disturbance	1
<b>Open Gate / Door</b>	1	Contact or Locate Person	2
<b>Motor Vehicle Accidents</b>	7	Drug Activity	1

In the month of June, the Norris Police Department had documented a total of 624 Calls for service. Of the 624 Total entries, 156 came in by complainant or were self-initiated and required some type of police action.

- Officers conducted a total of 135 Patrols and 25 property checks in and through the Norris Watershed. An additional 7 calls for service were answered. This accounted for a total of 138 calls for service and 46.33 Total hours spent in or on the Norris Watershed.
- The Norris Rifle Range annual membership had ended the year at 807. We ended the year down 25 permits from the previous years total of 837 (2021-2022).
- Norris Police and Fire department worked a motor vehicle accident on Upper Clear Creek rd. in June that lasted several hours while local fire departments cut the driver from the vehicle. He was later transported to an area hospital by ambulance. Officers assisted the Tennessee Highway Patrol with an investigation that followed.
- Norris Police Department worked five calls in reference to Suicidal persons. Most were transported to an area hospital.
- Both Police and Fire Departments had a significant increase in Traffic Hazards during the month. This was due to severe storms moving through the area.
- A business on Andersonville Highway had a boat stolen from the parking lot. Police are currently investigating this and have several suspects.

---

Mike Poole  
Chief of Police

To: Norris Water Commission (Interim) Board

From: Tony Wilkerson, Water Superintendent

Date: June 19 ,2023

RE: Superintendent Report

1. **Water Pumped MG/Sold/% loss**—See attached  
**Sold to ACWA: Alley-647,500/Alley Road-419,400/Res.-1.3 MG** each location
2. **Water Budget**-see financial reports thru 2023
- a) **Rainfall** May 2023 - 1.47 " 20.73 -YTD:" Source ok presently-
3. **Operations Building:** clean
4. **5. WWTP-Non-Compliance-VIOLATIONS**—(NO VIOLATIONS)- In the month of May 2023
  - a. -Reports-Monthly to TDEC-completed Water and Sewer
  - b. **Dailey Inspections and Operations**
  - c. **WWTP-Training-Cameron Scott**
  - d. **Press Sludge**- 6 times this month.
  - e. **Supernatant**- 3 times
  - f. **Pumped Aeration to Digester**- 10 times mth
    - Tons of sludge hauled-8.75 tons
    - Rain:-.42/.46/.40/.03/.34 (5recorded days)
    - Ferm Zone-Dailey mixing/logging
    - Ground Maintenance-mowe/weedeat around facility
6. **WTP-Water Plant:**
  - a. -Reports-Monthly-to TDEC completed
  - b. -Dailey Inspections conducted (7 days a week) morning-evening inspection
  - c. – Samples-Lagoon Sample and Haa5 distribution sample collected
  - d. -Backwashed Filters- 2 this month
    - i. -Kevin Jeffer-PTE-is training in the operations of the WTP/NDSP
  - e. Labtronix-Calibration Check-TDEC required-replaced bulb in Bench Top
  - f. Ground Maintenance -mowe/weed-eat inside and outside of facility
7. **Flushing Program:** NWC Team flushed -Orchard Road-Fire Hydrant, Oak Road-Pine Road
8. **Distribution System:**
  - a. -Read Meters/Rereads-4 days
  - b.-Bact Samples-Collected 2-regular
  - c.-Spring – checked 8 times this month
  - d. -Service Calls- for the month of May 2023 (See attached)
  - e. Fire Hydrant- Weed-eat around and Painting Started



## 9. Sewer Collection System:

- Sewer Stoppages (see service calls list)
- Lift Station #1-Pulled pump out/checked/reinstalled a replacement pump-Process
- Dale Road-NWC Team-dug up 4" clay tile and replaced 75' with 6" PVC and tied 2 services into 6" pipe. ELIMINATED Overtime/sewer stoppages/Inflow-Infiltration
- NMS-Sewer Line-Prepared for installation of new 6" PVC line

### Old Business:

**O-1:-Benny Carden-Memorial**-Ray Tackett Jr.-RTE- work in progress

**\*O-2: -Spring Fence:** Supt. Wilkerson reports that Phillips Fencing has fence installed (**COMPLETED**)around Spring Source\*

**O-3: WWTP:** Update on the following-

Directors Order Schedule

Developing Funds- **7/8/23**-\$ 682,000 Federal funds + 245,000 AC Govt+ NWC match

Private Sanitary Sewer Lateral Ordinance: See attached Process **7-8-23**

Interim WWTP- **Start 7-2023**-----**Complete by 7-9-2024** est Funds needed \$122,500

City Council Update, CCI update-Open for any discussion

**\*O-4: Sewer Lateral Lines on Private Property:** Supt Wilkerson, City Mgr. Adam Ledford meet with NWC Board Member Loretta Painter and reviewed letter and Q/A sheet. SEE ATTACHED: Open for discussion

O-5: **Alternative water supply project:** Supt Wilkerson reports RFQ bid opening COMPLETED. Cannon/Cannon was only engineer firm that presented a RFQ. The Board will need (if desire to move forward for grants on this project.) Motion needed to accept CCI.

**O-6: BILLING OPTION-Hwy 61:** Supt. Wilkerson contacted ACWA on June 15, 2023 and requesting, ACWA hasn't provided any cost per thousand rate yet.

**\*O-7: TDEC-LSLI Inventory Process:** NWC Team is in working process on conducting site inspections of required residents. Supt. Wilkerson is working on List of residents built before 1988. Just to inform the Board, this will be take some time to complete and manhours. And follow up will be required to address (PR) with the residents effected. We have until October 24, 2024 to have all paper work completed and returned to TDEC.

**Norris Water Commission** also has Galvanized Piping that is on Capitol Plan to be replaced. Supt. Wilkerson has identified NWC's lines. It will take funding in the 2024/2025 Budget.

**O-8: Sewer Lift stations-Pump**-Supt Wilkerson ordered a new replacement Pump-est \$6,500.00. currently waiting on arrival.

**O-9:** -Norris Middle School- Supt Wilkerson reports NWC Team installed the 6" sewer line down to existing sewer tap, Progress made- GOOD JOB NWC TEAM!! In the month of July 2023, road closure will be in process for Contractor to Dig in the Street and address sewer tap, NWC and Norris Police Department will be assisting. Also residents in the effected area will be notified of detour route.

**O-10:**Comptrollers Office Legislation (SB845) new TN Board of Utility Regulation-Open for discussion

**O-11:**Disconnect and Bad Debt Policy-Open for discussion

**O-12:**Customer Deposit Policy-Open

**O-13:** Water Bill Adjustment Policy-Pool Filling (sewer charge) Supt Wilkerson reports in current policy-pool's are not included. If someone asks for adjustment on sewer-pool filling-it is declined. Customers have the option of installing a lawn meter tap for filling pools. Open for Discussion

**O-14:** Telemetry-Tank to Water Plant ( 23-24 Budget) Supt Wilkerson addresses this concern of need, to help with eliminating trees falling and disconnecting the hard wire line. Supt has obtained a quote of est. of \$5,500.00. Open for discussion

## **NEW BUSINESS**

**N-15:** Process of Developing the NWC Agenda

**N-16:** Superintendent Employee Agreement -Approval

**N-17:** NPDES DRAFT PERMIT -STP: Supt Wilkerson is informing the Board the DRAFT is out for comment period of 30 days. Thereafter Wade Murphy , Permit writer TDEC will be back in contact with Mr. Wilkerson. A good note proposed limits on some of required monitoring has been raised. Open for discussion.

**N-18:** Operations:

W/WW line locator-New one Purchased

1993 Model Backhoe-Supt Wilkerson is obtaining a quote on repacking all /some of the leaking cylinders by the John Deere Dealer.

**N-19:** 4<sup>th</sup> of July Booth-NWC has in the past set up a booth for Norris Day- Open for Discussion

**N-20:** Staffing-Interviews-Update



## NORRIS WATER COMMISSION MEETING MINUTES

May 15, 2023

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

**Absent:** Charles Nicholson

**Secretary/Treasurer:** Adam Ledford

**Water Superintendent:** Tony Wilkerson

### Quorum Met

I. **Call to Order:** The meeting was called to order by Mayor Chris Mitchell at 7:30 pm.

II. **Election of Interim Chairperson and Vice Chairperson**

The council discussed the role and available of members to serve as chairperson.

A motion was made by Bill Grieve and seconded by Mayor Chris Mitchell **to appoint Will Grinder as the presiding officer for the meeting.**

The proposal passing on a vote of 3 to 0 as follows:

Yes: Bill Grieve, Mayor Chris Mitchell, Loretta Painter

Absent: Charles Nicholson

Abstain: Will Grinder

Will Grinder assumed the role of presiding officer.

III. **Hear the Public**

Ploomie Granado – Wants to bring back previous members of the NWC.

John Aslanian – Expressed his confusion on the issue.

Corky Phillips – Shared his frustration with the council.

Nancy Sickau – Stood to express her agreement with Mr. Phillip's frustration.

Loy Johnson – Shared her shock and concern about the state of the NWC.

Jim Wilson – Expressed the need to identify the problems that exist.

IV. **Minutes**

1. **April 17, 2023**

A motion was made by Bill Grieve and seconded by Loretta Painter **to approve the April 17, 2023 minutes as updated to correct date error.**

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

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

Absent: Charles Nicholson

## V. **Superintendent Report**

The report is herein attached as part of these minutes.

## VI. **Old Business**

1. **WWTP**  
City Manager Ledford updated on the state of contact with Community Development Partners (CDP). The superintendent is the main contact with CDP.
2. **Benny Carden Memorial**  
Superintendent Wilkerson asked if anyone had questions otherwise the plans were in place and ongoing.
3. **Alternative Water Supply (AWS)**  
City Manager Ledford reported that at the next regular meeting of the NWC, RFQ's related to conducting a study of AWS would be ready for their consideration. The timing setup to allow for potential application of grants.
4. **Shared Customer Billing Option**  
Superintendent Wilkerson reported no update.
5. **Leave Agreement Update**  
Superintendent Wilkerson reported that the agreement was working its way through signatures as a final step.
6. **Personnel Policy Update**  
Superintendent Wilkerson reported that the updated policy was in the last stages of being approved by council.
7. **Cybersecurity Plan**  
Superintendent Wilkerson reported that he and the City Manager have been working to meet the new state statute. Both are moving forward with the intent to extend the plan beyond the utility to cover the entire city services by the July 1, 2023 deadline.
8. **Spring Wellhead Update**  
Superintendent Wilkerson shared that the contractor was scheduled to install the new security fence on June 5, 2023.
9. **Norris Middle School Project**  
Superintendent Wilkerson updated that the water tap was complete, but the sewer tap was not yet ready. He continues to coordinate with school and contractor. A temporary road closing will be needed as part of the process.
10. **Distribution System Updates**  
Superintendent Wilkerson provided a brief description of what is required, the NWC plan to implement, and the timeline involved. He notified the commission that several identified needs on NWC owned infrastructure was already being addressed and documented. The timeline involves a 3-year plan.

**11. Telemetry**

Superintendent Wilkerson reported that he was in the process of updating the telemetry testing and tracking equipment from the water holding tank to the water plant. The cost was anticipated for final completion was \$5,000.

**12. Corrective Action Plan (CAP) – Laterals**

City Manager Ledford and Superintendent Wilkerson updated the commission on plans to respond to the state on the CAP by the deadline of July 8, 2023.

**VII. New Business**

**1. Biological Sampling Services**

Superintendent Wilkerson shared that sampling is a 5-year requirement that had previously been conducted by SM&E on the water source. He would be moving forward with anticipated cost at \$5,900 and would submit to the state by the end of May.

**2. Staff Issues**

Superintendent Wilkerson reported turnover concerns recently.

**VIII. Old Business (Continued)**

**13. 2023-24 NWC Budget**

City Manager Ledford updated the commission that prior authorization of the NWC had finalized the Capital Investment/Improvement Plan (CIP) proposal. An O&M budget was not finalized so in the absence of a quorum of the commission existing, he and Superintendent Wilkerson had finished a proposed budget which had been submitted to the council on May 8<sup>th</sup>. The commission discussed compensation for staff in deeper details.

A motion was made by Loretta Painter and seconded by Mayor Chris Mitchell **to set a special NWC meeting on May 31, 2023 at 5 pm to elect commission officers and consider the date and time for future NWC meetings.**

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

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

Absent: Charles Nicholson

**IX. Adjournment: 8:53 p.m.,** Motion by Bill Grieve and seconded by Mayor Chris Mitchell to adjourn,  
All: AYE



## NORRIS WATER COMMISSION SPECIAL MEETING MINUTES

May 31, 2023

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

**Absent:**

**Secretary/Treasurer:** Adam Ledford

**Water Superintendent:** Tony Wilkerson

### Quorum Met

I. **Call to Order:** The meeting was called to order by Mayor Chris Mitchell at 5:00 pm.

II. **Business:**

1. **Consideration of Electing a Chair and Vice Chair**

The Commission discussed the factors under consideration in order to select officers.

A motion was made by Mayor Chris Mitchell and seconded by Bill Grieve **to appoint Charles Nicholson NWC Chairperson.**

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

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

Absent:

Chairperson Charles Nicholson assumed the role of presiding officer.

A motion was made by Bill Grieve and seconded by Chairperson Charles Nicholson **to appoint Loretta Painter NWC Vice Chairperson.**

After a brief discussion the motion and second were both withdrawn.

A motion was made by Chairperson Charles Nicholson and seconded by Mayor Chris Mitchell **to appoint Will Grinder NWC Vice Chairperson.**

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

Yes: Bill Grieve, Mayor Chris Mitchell, Charles Nicholson, Loretta Painter

Absent:

Abstain: Will Grinder

2. **Consideration of Setting the Date and Time for Future NWC Meetings**

A motion was made by Will Grinder and seconded by Loretta Painter **to set 6 pm on the 3<sup>rd</sup> Monday of each month as the regular meeting date and time for NWC meetings.**

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

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

Absent:

**III. Hear the Public:**

Margueritte Wilson – Inquired on the timing and decision to move the utility to a department. Mayor Chris Mitchell provided a response to the inquiry.

Jim Wilson – Asked for clarification on the meeting’s agenda.

Sue Hill – Expressed a refocus on needs, development of a strategic plan.

Ralph Jordan – Spoke on the need to focus on the future.

George Micelli – Spoke his support for making the utility a department and long-term transitioning to a volunteer-based commission.

Ploomie Granado – Expressed support of how the organization had historically been structured.

Susan Micelli – Asked for clarification on the need and process of hiring to support the utility.

Kayla Irwin – Inquired if an organizational chart existed to express the proposed new organizational framework. Chairperson Charles Nicholson addressed the question. Mrs. Irwin presented a follow-up question about the status of the proposed service agreements previously approved. City Manager Ledford provided a response.

**IV. Adjournment: 6:27 p.m.,** Motion by Mayor Chris Mitchell and seconded by Will Grinder to adjourn, All: AYE

**CITY OF NORRIS  
DEPARTMENT OF PUBLIC WORKS  
MONTHLY REPORT**

**June Year 2023**

Community building Maint.	21.5
Public Works Building Maint.	29
Public Safety Building Maint.	4
McNeeley Building Maint.	26
Lions Pavilion & Gazebo	2
Equip. & Vehicle Maintenance	59
Watershed, Rifle Range, Trash & Litter	81
Street and Roads	15
Mowing	171
Sidewalks	40
Leaf Collection	0
Brush Pickup, Pruning, Mulching, Tree Work	42.5
Drainage (Gutter/Basins) Maintenance	24
Eric Harold Park	9.5
Oak Road Park	2.5
Ridgeway Park	2
Town Clean Up/ garbage, Litter in Town	73
Animal control	20
Signs repair and replace	3
Tree Commission	0
Volunteer Fire Dept.	0
Overtime	0
<b>Administration Work</b>	<b>20</b>

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

**City Ordinance Department**

Permits Issued	
Inspections (Number)	
Ordinance Dept Hours	

<b>Vehicle Report</b>	Current Mileage	Miles for the Month
2017 Chev	56922	
2013 Chev	52888	
2000 Ford		
2005 Dump Truck	55818	

**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) Getting the town ready for the 4th

**2 Community Building**

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

**3 McNeeley Municipal Building**

- a) Weekly cleaning
- b) mow as needed
- c) Heating and air unit quotes
- d) New kitchen sink and vanity
- e) repaired leak in roof vent

**4 Lion's Pavillion and Gazebo**

- a) Trash in trash cans picked up weekly
- b) mow as needed

**5 Vehicles and Equipment**

- a) Monthly checklist performed
- b) mower belt
- c) mower blades
- d) trimmer heads
- e) trimmer shafts
- f) bobcat seal kit

**6 Public Works Building**

- a) Weekly cleaning
- b) mow as needed

**7 Public Safety Building**

- a) mow as needed

**7 Drainage**

- a) Cleaned as needed

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

- a) to wet for pot hole patching
- b) July planning for sidewalk repairs and pot holes

**9 Parks**

- a) Monthly checklist performed
- b) New chips Eric Harold and Oak Parks
- c) mow as needed
- d) rubber mulch ordered
- e) Branches and litter picked up

**10 Watershed**

- a) Trail Crew still working on trails
- b) Gravel added to gooseneck trail
- c) bush hogging main trails
- d) All new keys and locks installed on all gates/ Same key Rifle Range
  - 1) 6/8 1 board
  - 2) 6/15 1 board
  - 3) 6/29 1 board
  - 4) New keys and locks for 2023/24

**11 Brush Dump**

- 1) pushed
- 2) added gravel

**12 Animal Control**

- a) Animals fed in the morning daily and walked if needed
- b) 5 kittens in 1 adopted
- c) 2 puppies being fostered

**13 Comments:**



## NORRIS WATERSHED BOARD MINUTES

May 18, 2023

**Members Present:** Ralph Jordan (RJ), Robin Sain (RS), Dennis Yankee (DY), Allen Hendry (AH), Bill Grieve (BG)

**Secretary/Treasurer:** Adam Ledford (AL)

**Absent:** Gene Lane (GL)

### Quorum Met

I. **Call to Order:** The meeting was called to order by Ralph Jordan at 5:00 pm.

II. **Minutes:**

A motion was made Allen Hendry and seconded by Bill Grieve **to approve the minutes of March 22 and April 19 meetings.**

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

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

Absent: Gene Lane, Robin Sain

III. **Hear the Public:**

Will Grinder – Expressed his support for the board. Asked the board to consider making changes to the rifle range permits to allow for short-term use and offer use to city staff.

Robin Sain arrives.

Ralph Jordan – Relayed to the board a communication from Andy Bullock associated with downed trees in the watershed. He directed Mr. Bullock to contact TVA for trees associated with their managed area. Mr. Jordan further indicated that Mr. Bullock had expressed interest in volunteering for the board in the watershed this season.

IV. **Old Business**

- **Clear Creek Spring Enclosure** – Ralph Jordan notified the board he was planning to meet with a potential vendor for the enclosure for the springhead on May 19<sup>th</sup>. The discussion was intended to focus on a 4-post structure. The board heard that a new chain link fence was scheduled to be installed around the springhead on June 5<sup>th</sup>. Will Grinder and Ralph Jordan lead a further conversation related to security, cost, and safety in relation to the responsibilities of the watershed or water commission.

A motion was made Dennis Yankee and seconded by Allen Hendry **to go out for estimates on removing the 3 previously identified trees believed to be the greatest risk to the springhead.**

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

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

Absent: Gene Lane

- **Rifle Range Gate** – Ralph Jordan reported at a recent meeting with John Cox and Kerry Hevel. Mr. Hevel had expressed concern that his public works team did not have the experience to install the new gate as was requested by the watershed board. Based on that conversation and Mr. Hevel’s recommendation, Ralph suggested the board authorize an additional \$1,900 to have Mr. Cox install the new gate. He indicated the work is to be completed by July 1, 2023.

A motion was made Allen Hendry and seconded by Bill Grieve **to approve outsourcing installation of the new rifle range gate for \$1,900.**

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

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

Absent: Gene Lane

- **Parking Area/Stream Bank Stabilization** – Ralph Jordan reported that Joe Feeman should have more to update in the future. He further indicated his position that some barriers to separate the parking area from the recreational area should be added. It was noted that some permitting by the State might likely be necessary. Ralph Jordan and Dennis Yankee would look further at inclusion and steps.
- **Donations** – City Manager Ledford explained that the UT Wildlife donation had been expended once he received documentation to support it.
- **Seasonal Staffing** – City Manager Ledford notified the board that 2 previous employees had been hired to return with a start date scheduled after Memorial Day.
- **Burning** – Dennis Yankee expressed his opinion that recent burnings looked to be very successful.

#### V. New Business

- **Summer Volunteer Offer** – Ralph Jordan indicated he would reach out to Mr. Bullock and have him communicate his desire to volunteer to the city office.
- **Board Vacancy** – Ralph Jordan updated the board on the status of the vacancy created by Margueritte Wilson’s resignation. City Manager Ledford notified the board that the appointment of that seat was the right of the Norris Water Commission. Since the Norris City Council was currently serving as the interim commission, that appointment could only be resolved once the Council determined how to move forward on filling that seat.
- **T-Shirts/Civic Event** – Robin Sain provided mockups on 2023 Watershed t-shirts. Ralph Jordan reminded members that at the next meeting they needed to plan out the board’s booth.

#### VI. Reports

- **Norris Public Works** – Adam Ledford presented the Norris Public Works’ report.
- **Norris Public Safety** – Ralph Jordan requested that moving forward, the City provide a copy of the monthly public safety report to the Watershed so they could monitor for public safety activity in the Watershed.
- **Financials/Budget Planning** – Adam Ledford provided a brief upon the monthly budget figures.
- **Resource Management** – No update was provided. Ralph Jordan reminded members that Joe Feeman would be updating with feedback on the Opening at Mockingbird Lane related to water quality and amphibian breeding habitat.

#### VII. Adjournment: 6:07 p.m., Motion by Bill Grieve and seconded by Dennis Yankee to adjourn, All: AYE



## NORRIS WATERSHED BOARD MINUTES

June 15, 2023

**Members Present:** Ralph Jordan (RJ), Robin Sain (RS), Allen Hendry (AH), Bill Grieve (BG), Gene Lane (GL)

**Secretary/Treasurer:** Adam Ledford (AL)

**Absent:** Dennis Yankee (DY)

### Quorum Met

I. **Call to Order:** The meeting was called to order by Ralph Jordan at 5:00 pm.

II. **Minutes:**

A motion was made Allen Hendry and seconded by Bill Grieve **to approve the minutes of the May 18, 2023 meeting.**

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

Yes: Ralph Jordan, Allen Hendry, Bill Grieve, Gene Lane, Robin Sain

Absent: Dennis Yankee

III. **Hear the Public:**

Loretta Painter – Share with the board plans of the City of host an open meeting to discuss the future of the Norris Community Building scheduled for August 8, 2023.

IV. **New Business**

- **Norris Day Planning** – Ralph Jordan reported on their need for chairs, tables, cash box, map, and tent from the city and confirm their location with the Lion’s Club. The conversation lead into a scheduling of coverage for the booth. A new banner and shirts were reviewed to finalize plans for being prepared for the event. Ralph Jordan committed to arrange with the city office and replacing the banner.

Robin Sain presented final plans for the new shirts.

A motion was made Allen Hendry and seconded by Gene Lane **to approve \$2,000 to be spent on the purchase of new shirts.**

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

Yes: Ralph Jordan, Gene Lane, Allen Hendry, Bill Grieve, Robin Sain

Absent: Dennis Yankee

- **Pet Waste Dispensers** – Adam Ledford shared a recent request made before the council to have pet waste bag dispensers and disposal stations added in the watershed. The board took no action on the suggestion.
- **Rifle Range Permits** – Ralph Jordan presented a proposal suggested to him by Will Grinder to consider short-term range permits in addition to considering use permits to city staff. It was clarified that the permits for city staff were not in the line of duty, but as a personal benefit. The board took no action on the suggestion.

## V. Old Business

- **Summer Trail Crew** – Ralph Jordan shared that a review of the trail crew program was necessary. Adam Ledford shared his concern that some of the issue might be hidden by the fact that all the seasonal staff was returning for the 2023 summer. A review this offseason that might include a joint management of watershed and parks was proposed.
- **Rifle Range Gate** – Ralph Jordan reported that the gate being built by John Cox did not include painting. It was requested that Adam Ledford speak with Kerry Hevel on having the new gate painted orange.
- **Clear Creek Parking Area/Stream Bank Stabilization** – Ralph Jordan reviewed some local boulders that might be available to the board, but his opinion was they may be too large and cost prohibitive to move. He suggested purchasing boulders available through a vendor more suitable for the size and use they want. The need to plan out the location before acting was identified.
- **Norris Fire Department Equipment** – Ralph expressed his concern over the necessary cost per firemen in comparison to the risk or need for the equipment. The board took no action on the request.

## VI. Reports

- **Resource Management** – Joe Feeman reported that it was his opinion that there was not enough room to do an alternative Mockingbird Lane opening. Ralph Jordan expressed concerns about water quality impact.
- **Financials** – Adam Ledford provided a brief upon the monthly budget figures.
- **Norris Public Works** – Adam Ledford presented the Norris Public Works' report.
- **Norris Public Safety** – Adam Ledford presented the Norris Public Safety's report.

## VII. Adjournment: 6:37 p.m., Motion by Bill Grieve and seconded by Gene Lane to adjourn, All: AYE

# Norris Tree Commission – Draft April 2023 Minutes

---

Monday, April 24, 2023

Attendees – Chuck Nicholson, Spencer Boardman, Harry Shatz, Kathie Murphy, Phil Cagney

## **Meeting called to order at 5:30 PM**

### HEAR THE PUBLIC

- None in attendance.

### OLD BUSINESS

#### 1) Norris Commons planting

- All new and replacement trees have been planted, mulched, and watered.

#### 2) Byway planting project

- All trees have been planted, mulched, and initial watering.
- City maintenance will remove excess rock, asphalt, gravel, and bad soil.
- Topsoil is still on site and will be used for future planting projects.

#### 3) Honor trees

- Commission members asked to continue to monitor assigned trees.
- Prune, weed, maintenance as needed.
- Inform Chuck of any concerns that need immediate attention.
- Discussed ways to record results of monitoring. Using Google Docs is a possibility.

#### 4) Honor Tree plaques and stakes

- Chuck will order replacement tags for existing Honor Trees
- Will follow up with an order for new tags.

#### 5) Tree Maintenance

- Chuck plans to work with Public Works to hire an arborist with a bucket truck for tree pruning during the next fiscal years.
- Several trees in recent byway and Commons plantings need staking.

#### 6) NEW BUSINESS

- Spencer led group discussion on weeding and mulching the Foster Garden
- Spencer will get mulch and deliver to the site.
- Date TBD in May

Next meeting – Wednesday, May 31<sup>st</sup>

Meeting adjourned at 6:15 PM

**MINUTES**  
**NORRIS PLANNING COMMISSION**  
**June 5, 2023**

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

**Members Absent:** None

**Others Present:** Joe Deathridge: Chairman BZA, Kathryn Baldwin - East TN Development District, George McGrew and Alex McGrew, Surveyors

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

**1. Minutes – May 1, 2023**

Mr. Carberry made a motion to approve the Minutes of the May 1, 2023, Planning Commission meeting as presented. Ms. Painter seconded the motion, all present voted aye. Motion carried.

**2. Business Items**

**A. Ridgeway Road – Final Plat**

The Final Plat was reviewed for compliance with the City of Norris Subdivision Regulations. The following omissions were noted from the Plat submitted. Corrections should be made prior to recording in Anderson County Register of Deeds office. Ms. Baldwin explained her comments followed by a brief discussion by Commission members. Following discussion Ms. Painter made a motion to approve the Final Plat with the following staff comments. Seconded by Mr. Munro, all present voted aye with the exception of Mayor Mitchel who abstained. Motion carried.

- Please provide a Signature Block for addresses to be assigned by Anderson Co. 911 Services.
- Please provide width of ROW for Ridgeway Road and Oak Road.
- Add statement regarding public utilities, both sewer and water, and general location if outside public ROW.
- Provide an appropriate Signature Block for both public sewer and water services.

- Remove Signature Block for TDEC related to septic approval.
- Width at building setback is 100' for P-1 Zone designation. Please add reference in Note section.
- Electric Utility Easements are based on voltage. Please provide width of easement for overhead electric service.
- A 15' Buffer Zone is required in P-1 Zone designation for lot lines adjacent residential properties. Please provide reference in the Note section.

## B. Service Road – Final Plat

The Final Plat for West Norris Service Road was reviewed for compliance with the City of Norris Subdivision Regulations. The following omissions were noted from the Plat submitted. Corrections may be made prior to recording in Anderson County Register of Deeds office. Ms. Baldwin explained her comments. Members discussed the merits of the Final Plat with the owner's representatives with specific concerns for the roadway designation of the Service Road. Following discussion Ms. Painter made a motion to approve the Final Plat with the following staff comments, seconded by Mr. Munro. Ms. Painter, Mr. Munro, Mr. Feeman, and Mayor Mitchel voted aye. Ms. Johnson, Mr. Carberry, and Ms. Shirley voted no. Motion carried.

- Please provide a Signature Block for addresses to be assigned by Anderson Co. 911 Services.
- Dedicate a 25' Access Easement from the centerline of West Norris Service Road.
- Add statement regarding public utilities, both sewer and water, and general location if outside public ROW.
- Provide an appropriate Signature Block for both public sewer and water services.
- Remove Signature Block for TDEC related to septic approval.
- Width at building setback is 100' for R-1 Zone designation. Please add reference in Note section.
- Electric Utility Easements are based on voltage. Please provide width of easement for overhead electric service.
- A 12' Utility Easement is required adjacent side and rear lot lines. Please correct Note #5.



**C. Adjournment:**

Mr. Munro made a motion to adjourn the Planning Commission meeting at 6:45, seconded by Ms. Shirey. All present voted aye. Motion carried.

**NOTE:** A training Work Session was held from 5:00 - 6:00 pm. Ms. Baldwin provided information and led the discussion on the TCA Zoning enabling legislation and the Norris Zoning Ordinance.

---

Alex Munro, Secretary

---

Date