

**REGULAR MEETING OF THE CITY COUNCIL  
OF THE CITY OF EAST RIDGE**

**November 9, 2023**

**6:00 pm**

The East Ridge City Council met pursuant to notice on November 9, 2023, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Robert Jones gave the invocation. All joined in the Pledge of Allegiance to the Flag.

**Present:** Mayor Williams, Vice Mayor Haynes, Councilmember Cagle, Councilmember Tyler, Councilmember Witt, City Manager Miller, City Attorney Litchford, and City Recorder Middleton.

**Attendance:** 15

**Milestone Awards for October 2023** – Mayor Williams announced that Jacob Seward has 10 years of service with the City. He also stated he appreciates all City employees.

**Presentation by Kimley-Horn – Draft of the Parks & Recreation Master Plan**

- Development Administrator McAllister introduced Ashley Akers with Kimley-Horn to make the presentation. Ms. Akers stated the City must have a master plan to receive grant funding. She discussed items that were accomplished during the last master plan, such as Pioneer Playground, the splashpad, renovation to the concession stand, shade structures at the park, and a dog park. TDOT requires community engagement for LPRF grants so an online survey of 15 questions was added to social media, the website and provided at the fall festival. The top items citizens want were a community pool, more walking trails, more pickle ball courts, more festivals, etc. Ms. Akers also discussed recommendations in the Master Plan including expansion and upgrades of the Community Center, shade structures at the dog park and splash pad, walking paths and more security at Springvale Park, etc.
- Comments from Mayor and Councilmembers
  - Councilmember Cagle stated it is a plus for the city that we have already implemented the items in the current plan.
  - Mayor Williams stated we are proud of Camp Jordan Park, and we are working on the open-air pavilion and expanding the Community Center. He also appreciates the work put into this draft plan.
- Comments from Public: None at this time. People can fill out comment cards and use the QR code on the website.

**Approval of Minutes October 26, 2023 Council Meeting** – Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve the minutes. The vote was unanimous.

**Communication from Citizens:** None

## **Communication from Councilmembers:**

Councilmembers Witt, Tyler, Cagle, and Vice Mayor Haynes had nothing at this time.

Mayor Williams discussed the following:

- Library
  - November 20 @ 6:30 pm – Movie Night, no registration, popcorn and drinks will be served.
  - East Ridge Knit Wits is a local group that meets at the East Ridge Library. They have knitted hats and earmuffs, scarves, blankets, and pillows. These items will go to the Mary Ellen Locher Breast Center, the Chattanooga Rescue Mission, as well as local veterans groups. The Mayor thanked the members of the group, Janie Dent, Linda Tallant, Colleen Williams, Maureen Winfrey, Linda Henson, Cher Kiander, and Katie Walters.
- Parks and Recreation
  - November 17<sup>th</sup> – Deadline for Basketball Registration
  - November 27<sup>th</sup> – Deadline for Indoor Soccer Registration
  - November 18<sup>th</sup> – Christmas Parade
  - November 22<sup>nd</sup> – Community Thanksgiving meal at the Community Center. Registration is required. Last day to register is November 15<sup>th</sup> or until full.

## **Communication from City Manager**

- Leaf pickup – Pick-up began October 30<sup>th</sup> moving from east to west. Staff has completed the first round and is currently working on the second round.
- East Ridge Animal Shelter – The bid was awarded to JC Curtis Construction. We hope to have the groundbreaking the first full week of December. Construction should start in the middle of December or the first part of January, with ten to twelve months for completion
- Multi-modal Update – Boyd Street will be closed at Ringgold Road for up to five days beginning November 13<sup>th</sup> to install storm sewer piping. Talley Construction will continue to install gutter, curb, and sidewalks on the north side of Ringgold Road from Jack’s Restaurant heading east and at McBrien Road heading west. A retaining wall will be installed on the hillside west of Broome’s to keep the hillside in place. The tentative completion date is June 2024.

## **Old Business:**

**ORDINANCE NO. 1198 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (2<sup>nd</sup> and final reading) -** City Attorney Litchford read on caption. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1198 on second and final reading. The vote was unanimous. Motion approved.

**New Business:**

**PUBLIC HEARING FOR RESOLUTION NO. 3462 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3607 FOUNTAIN AVENUE, EAST RIDGE, TENNESSEE** - City Attorney Litchford read on caption. Mayor Williams opened the public hearing. Mr. Litchford stated this is an appeal hearing that comes from a decision of the Housing Commission. Torrie Holder, Codes Enforcement Officer, presented information for the City. Kevin Huff, the owner of 3607 Fountain Avenue was present. Mr. Litchford swore in both Ms. Holder and Mr. Huff.

Ms. Holder stated this case has been before the Housing Commission for some time but only assigned to her in 2023. The Housing Commission issued an order of demolition in June 2023 after Mr. Huff never attended any Commission meetings regarding his property. The order was later lifted to give Mr. Huff time to make repairs but again nothing was done, so the order was reinstated in September. Ms. Holder passed out pictures of the interior and exterior of the house which will become part of the official record. Mr. Huff stated he would like to work on the house, one room at a time and begin construction in January. Mr. Litchford stated the Council could reaffirm the decision of the Housing Commission to demolish, or they could overturn or modify the order. Mayor Williams closed the public hearing.

**RESOLUTION NO. 3462 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3607 FOUNTAIN AVENUE, EAST RIDGE, TENNESSEE** - City Attorney Litchford read on caption. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3462, reaffirming the recommendation of the Housing Commission for demolition. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3463 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE INFRASTRUCTURE IMPROVEMENTS AND UPGRADES TO CAMP JORDAN PARK, PHASE III, TO INCLUDE SOCCER FIELD LIGHTING, ARENA ROOF AND SIGNAGE, COMPRESSORS FOR THE ARENA, AND RESTROOM AND INTERIOR UPDATES IN THE ARENA WITH FUNDING TO BE INITIATED THROUGH A BOND ISSUE IN AN AMOUNT NOT TO EXCEED \$1.5 MILLION** - City Attorney Litchford read on caption. Assistant Director Ayers discussed repairs and updates as follows:

- Replace lighting on various soccer fields.
- Replace roof on Arena, due to numerous leaks.
- Replace sign on front of Arena.
- Install new compressors.
- Update restrooms and interior at Arena.

Cost of these projects is estimated at \$1.5 million. City Manager Miller stated Fields 7 and 8 have old wooden poles for the lighting and these poles need to be replaced with steel poles. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3463. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3464 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN ARCHITECTURAL SERVICES AGREEMENT WITH HEFFERLIN + KRONENBERG ARCHITECTS FOR ARCHITECTURAL SERVICES TO INCLUDE THE DESIGN AND DEVELOPMENT OF PLANS AND SPECIFICATIONS FOR A MULTI-PURPOSE PAVILION TO BE BUILT BEHIND CITY HALL AND THE COMMUNITY CENTER** - City Attorney Litchford read on caption. City Manager Miller stated this item was discussed in the September meetings with a consensus from Council to proceed. Some of the features would be a pavilion with 10,000 square feet to seat up to 500 people, with restrooms, storage, and mechanical. It would have garage doors that open up during good weather, a catering kitchen, a fireplace, heat and air, with the location in the grassy area behind City Hall and the Community Center. The architectural fee for Hefferlin + Kronenberg will be \$371,124.30. Cost of the project is approximately \$6.4 million. This will also include site development and a 150-space parking area. Mr. Miller is recommending a bond issue for the funding in the amount of \$7.9 million to include the cost of the pavilion and the improvements at Camp Jordan Park. He would like to go out on the market, not the Tennessee Municipal Bond Fund, to get a better interest rate. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3464. Councilmember Cagle asked what we are going to do with the “eyesore” that is going to sit next to this beautiful new building. He believes we should allocate funds to do something with it at the same time. Mr. Miller stated he talked to a construction company that has offered to do an assessment of the school to see if it can be rehabilitated for a reasonable cost. He should have the information by the December 14<sup>th</sup> meeting. Mayor Williams does not disagree with Mr. Cagle but does not want to delay the pavilion project. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3465 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY MAYOR WILLIAMS TO THE EAST RIDGE BEER BOARD** - City Attorney Litchford read on caption. The Mayor appointed Eric Avans. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3465 with the appointment of Eric Avans. Councilmember Tyler and Mayor Williams thanked Leonard Ezell for his service to the Beer Board. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3466 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER WITT TO THE EAST RIDGE BEER BOARD** - City Attorney Litchford read on caption. Councilmember Witt appointed Josh Walker. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3466 with the appointment of Josh Walker. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3467 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO MEMORIALIZE THE MAYOR’S APPOINTMENT OF THE CHAIRPERSON OF THE BEER BOARD** - City Attorney Litchford read on caption. Mayor Williams appointed Roy Keown as Chairperson. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3467, with the appointment of Roy Keown. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3468 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER TYLER TO FILL AN UNEXPIRED TERM ON THE EAST RIDGE LIBRARY BOARD** - City Attorney Litchford read on caption. Councilmember Tyler appointed Kimberly Meyers. Councilmember Witt made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3468 with the appointment of Kimberly Meyers. Mayor Williams thanked Jill Morgan for her service on the Library Board. The vote was unanimous.

**RESOLUTION NO. 3469 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CENTRAL SQUARE TO PROVIDE HISTORICAL DATA TO THE EAST RIDGE POLICE DEPARTMENT** - City Attorney Litchford read on caption. Development Administrator McAllister presented the information for the resolution. Central Square requires a one-time fee of \$17,342 to provide the data in a format that can be integrated with the City's records management system in order for our police department to access the data. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3469. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3470 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE PURCHASE OF CYBER SECURITY INSURANCE FROM CFC TO PROTECT THE CITY AGAINST CYBER ATTACKS AND DATA BREACHES** - City Attorney Litchford read on caption. Human Resources Director Sinigaglio stated the policy would protect the City from cybercrimes, privacy breaches, and ransom wear attacks, with coverage up to \$2 million. The cost is \$19,247.03 annually. She introduced Bill Bowman and Tim Sotelo, representing CFC. Mr. Bowman stated this policy would cover gaps in our basic policy that we already have with Public Entity Partners. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3470. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3471 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE ONE (1) 2022 MERCEDES SPRINTER 2500 VAN FROM CARMAX FOR THE EAST RIDGE POLICE DEPARTMENT** - City Attorney Litchford read on caption. Assistant Chief Creel stated this is one of the expenditures from the Violent Crime Intervention Fund grant that the City recently received. It will be used as a command vehicle. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3471. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3472 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3427 TO AUTHORIZE THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY HORN AND ASSOCIATES FOR THE DESIGN AND IMPLEMENTATION OF A TEN-YEAR PARKS AND RECREATION PLAN** - City Attorney Litchford read on caption. Development Administration McAllister stated when Resolution No. 3427 was approved in August, it was approved as a five-year plan. The Tennessee Department of Environment and Conservation now requires a ten-year plan. Vice Mayor Haynes made a

motion, seconded by Councilmember Tyler, to approve Resolution No. 3472. The vote was unanimous. Motion approved.

**RESOLUTION NO. 3473 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A DRONE PACKAGE FROM SAFEWARE, INC. THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATE-WIDE CONTRACT #833, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b)** - City Attorney Litchford read on caption. Assistant Chief Creel stated this is part of the Violent Crime Intervention Fund reimbursement grant. The drone will be used for rescue operations in neighborhoods and parks that currently must be searched on foot. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3473. The vote was unanimous. Motion approved.

### **Discussion of Tentative Agenda Items for the December 14, 2023 Council Meeting**

- **Milestone Awards for November 2023** – We recognize employees who have reached milestone events in their employment.
- **Presentation of Christmas Parade Awards** – We will present awards to the winners of the various categories in the parade.
- **Presentation of FY2023 Audit** – Finance Director Qualls stated HHM is hoping to have everything ready to present at the next meeting.
- **Old Business: None**
- **New Business:**
  - **RESOLUTION NO. \_\_\_\_ - Appointment to Library Board – Mayor Williams** – no discussion
  - **RESOLUTION NO. \_\_\_\_ - Appointment to Library Board – Council Appointment** – no discussion
  - **RESOLUTION NO. \_\_\_\_ - Reimbursement Resolution Declaring Official Intent for Reimbursement of Certain Capital Expenditures – Camp Jordan Phase III and the Multi-Purpose Pavilion** – Mr. Miller stated this would be a reimbursement resolution of the City to do upgrades to Camp Jordan and to construct the Multi-Purpose Pavilion through a bond issue.
  - **RESOLUTION NO. \_\_\_\_ - Approval of an Agreement between the City and Victus Advisors for the completion of a sports facility feasibility study of Camp Jordan Park** – Mr. Miller stated that Council approved Victus for this study on October 26<sup>th</sup>. Consideration for the approval of the contract will be at the next meeting.

- **RESOLUTION NO. \_\_\_\_ - Approval to cancel the second meeting in December** - Mayor Williams stated Council normally cancels the second meeting in December since it is the week of Christmas.
- **RESOLUTION NO. \_\_\_\_ - Approval of bids for Traffic Strain Pole** – Mr. Miller stated this pole is for the intersection of John Ross Road and Ringgold Road. The existing pole will need to be moved but is not reusable.
- **RESOLUTION NO. \_\_\_\_ - Approval of bids for the N. Mack Smith Road Widening Project** – City Manager Miller stated the bid opening is November 30<sup>th</sup>. Staff will review the two lowest bids and have a recommendation for the December 14<sup>th</sup> meeting.

Mayor Williams wished everyone a Happy Thanksgiving.

Being no further business, the meeting was adjourned.