

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

**September 11, 2025  
6:00 p.m.**

The East Ridge City Council met pursuant to the meeting notice on September 11, 2025, at 6:00 p.m. in the East Ridge City Hall Council Chambers. Mayor Williams called the meeting to order.

Bishop Terry Arnold gave the invocation. All joined in for the Pledge of Allegiance.

**Present:** Mayor Brian Williams, Vice Mayor David Tyler, Councilmember Jacky Cagle, Councilmember Jeff Ezell, Councilmember Andrea Witt, City Manager Scott Miller, City Attorney Mark Litchford, Finance Director Diane Qualls, and City Clerk Jennifer Deitrick

**Attendance:** Fifteen

**Milestone Award**

Mayor Williams recognized Matrika Santaude for 5 years of service with the East Ridge Municipal Court.

**Approval of Consent Agenda**

Councilmember Witt moved to approve the Consent Agenda. Seconded by Vice Mayor Tyler.

There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**Communication from Citizens**

Melody Modero, 1516 Melody Lane, expressed concern regarding drainage causing a hole in her yard. Asked for ditches to be dug along the roadside to better channel water. City Manager Miller stated that he would have the Street Department Supervisor follow up with Ms. Modero.

**Communication from Councilmembers**

Vice Mayor Tyler, Councilmember Cagle and Councilmember Ezell had no comments.

Councilmember Witt requested that everyone remember the first responders for 9/11.

Mayor Williams reflected on the significance of September 11, 2001, honoring the families, first responders, survivors, and the unity that brought the nation together. He encouraged all to renew their commitment to unity, service, and hope for the future. He highlighted upcoming Parks and Recreation activities, including the expanded two-day Fall Festival on September 27–28, and noted that the East Ridge Library continues to offer a variety of programs for all ages. Mayor Williams also announced that the City has been awarded the Best Managed City designation by *Business View Magazine* and congratulated the Council, staff, and employees for this recognition.

**Communication from City Manager**

City Manager Miller reported that approval was received for a Capital Outlay Note to purchase new equipment and provided updates on several projects, including Venue 1921 at East Ridge, the Community Center expansion, North Mack Smith Road widening, and John Ross Road resurfacing. He noted that the Splashpad has closed for the season and Pioneer Park has reopened. He also reported that the Optimist Club hosted a 9/11 ceremony at Fire Station 1 and that the Police Officer of the Year award was presented to Sergeant Clayton Smith and the Firefighter of the Year award was presented to Battalion Chief Eric Bowen. Additionally, he announced that National Night Out is scheduled for October 21 and that loans through U.S. Small Business Administration are available through September 19 for those impacted by the August 12 flooding.

Mayor Williams thanked Hamilton County and Tennessee Emergency Management Association for reaching out regarding the Small Business Administration loan program. Mayor Williams also introduced Grant Braaksma, Congressman Fleschman's field representative for the area.

#### **Old Business**

NONE

#### **New Business**

#### **PUBLIC HEARING FOR ORDINANCE NO. 1232 - AN ORDINANCE TO AMEND EAST RIDGE CITY CODE, ARTICLE 12, CHAPTER 3, SECTION 12-301, IN ORDER TO ADOPT THE 2023 NATIONAL ELECTRICAL CODE AS THE OFFICIAL ELECTRICAL CODE OF THE CITY OF EAST RIDGE**

City Attorney Litchford read the ordinance by caption. Mayor Williams opened the public hearing.

Chief Building Official Howell stated that the City of East Ridge is an exempt jurisdiction for commercial buildings and to maintain the exempt status codes must be adopted within seven years of the most recently published edition.

Following no citizen comments, Mayor Williams closed the public hearing.

#### **ORDINANCE NO. 1232 - AN ORDINANCE TO AMEND EAST RIDGE CITY CODE, ARTICLE 12, CHAPTER 3, SECTION 12-301, IN ORDER TO ADOPT THE 2023 NATIONAL ELECTRICAL CODE AS THE OFFICIAL ELECTRICAL CODE OF THE CITY OF EAST RIDGE (1<sup>st</sup> READING)**

City Attorney Litchford read the ordinance by caption.

Councilmember Ezell moved to approve Ordinance No. 1232. Seconded by Vice Mayor Tyler.

There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

#### **RESOLUTION NO. 3734 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER REQUEST NO. 6 FOR THE NORTH MACK SMITH ROAD WIDENING AND IMPROVEMENTS PROJECT TO ADDRESS 16,250 SQUARE FEET UNSUITABLE SOIL**

City Attorney Litchford read the resolution by caption.

City Manager Miller explained that approximately 16,250 square feet of unsuitable soil was discovered. The estimated cost of the change order to address the area of unsuitable soil is \$156,214.18.

Councilmember Witt moved to approve Resolution No. 3734. Seconded by Vice Mayor Tyler.

Following brief discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

#### **RESOLUTION NO. 3735 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A CHANGE ORDER WITH CALDWELL PAVING & GRADING, LLC FOR ROADWAY IMPROVEMENTS ON MCDONALD ROAD IN AN AMOUNT NOT TO EXCEED \$48,495.50**

City Attorney Litchford read the resolution by caption.

City Manager Miller explained that during discussions with Whataburger earlier this year, concerns were raised about the condition of the intersection at McDonald Road and Ringgold Road. Caldwell Paving & Grading, LLC, which is currently performing the City's resurfacing program, has estimated the cost of the roadway improvements and resurfacing to be \$48,495.50. Funding will come from the Fiscal Year 2025–2026 road resurfacing budget.

Vice Mayor Tyler moved to approve Resolution No. 3735. Seconded by Councilmember Witt.

Clarification was sought regarding the scope of the project. City Manager Miller stated the work will include leveling the hump at the intersection and resurfacing McDonald Road almost to Slater Road, noting that the area at Slater Road is private property.

Following additional discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**RESOLUTION NO. 3736 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY'S PARTICIPATION IN FUNDING A CAPITAL CAMPAIGN FEASIBILITY STUDY FOR A POTENTIAL YMCA FACILITY AT CAMP JORDAN PARK**

City Attorney Litchford read the resolution by caption.

City Manager Miller stated that a feasibility study was conducted to determine the viability of building a YMCA facility at Camp Jordan Park. The response to that study was favorable. Since the YMCA is nonprofit, the next step in the process is to conduct a capital campaign feasibility study to determine the potential fundraising capability. Triangle 2 submitted a proposal to conduct the study at a cost of \$30,000 which would be split equally between the YMCA and the City.

Councilmember Ezell inquired whether travel expenses would be covered by the YMCA or shared between the YMCA and the City. City Manager Miller stated the cost would be split.

Councilmember Cagle inquired about the initial feasibility study's participants. Kathy Teufel, a YMCA representative, stated the participants were selected within a 10-to-15-minute drive of East Ridge.

Vice Mayor Tyler moved to approve Resolution No. 3736. Seconded by Councilmember Witt.

There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – no; Councilmember Ezell – no; Councilmember Witt – yes; Mayor Williams – yes. Motion carried.

**RESOLUTION NO. 3737 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE PURCHASE OF TWO FORD EXPLORER SPORT UTILITY VEHICLES FROM LONNIE COBB FORD THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATEWIDE CONTRACT LISTING #209, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b), FOR USE BY THE EAST RIDGE POLICE DEPARTMENT CRIME SUPPRESSION UNIT**

City Attorney Litchford read the resolution by caption.

Chief Uselton stated that the East Ridge Police Department is requesting approval to purchase two vehicles through the state contract for a total amount of \$100,050 and the purchase is included in the current fiscal year budget.

Councilmember Ezell moved to approve Resolution No. 3737. Seconded by Vice Mayor Tyler.

Following brief discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**RESOLUTION NO. 3738 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE PURCHASE OF AN EAGLE PRINT FINGERPRINT SYSTEM FROM EAGLE ADVANTAGE SOLUTIONS, INC. FOR THE EAST RIDGE POLICE DEPARTMENT**

City Attorney Litchford read the resolution by caption.

Chief Uselton stated the East Ridge Police Department is requesting to purchase a fingerprint system at a cost of \$13,180.86

Councilmember Witt moved to approve Resolution No. 3738. Seconded by Vice Mayor Tyler.

There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**RESOLUTION NO. 3739 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE ACCEPTANCE OF THE FEDERAL FISCAL YEAR 2026 TENNESSEE HIGHWAY SAFETY OFFICE HIGH VISIBILITY GRANT IN THE AMOUNT OF \$10,000**

City Attorney Litchford read the resolution by caption.

Development Administrator McAllister stated that a grant was awarded to the City in the amount of \$10,000 and requires no matching funds.

Vice Mayor Tyler moved to approve Resolution No. 3739. Seconded by Councilmember Ezell.

There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**RESOLUTION NO. 3740 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE SUBMISSION OF A GRANT APPLICATION TO THE HAMILTON COUNTY HEALTH DEPARTMENT STEP ONE TEACHING GARDEN GRANT PROGRAM**

City Attorney Litchford read the resolution by caption.

City Library Weaver stated that the Library is requesting approval to apply for the Hamilton County Health Department Step One Teaching Garden Grant in the amount of \$1,000 and summarized the intended use of the funds if the grant is awarded.

Councilmember Witt moved to approve Resolution No. 3740. Seconded by Vice Mayor Tyler.

There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**Discussion of update to City Charter Review Commission.**

City Attorney Litchford stated on April 10, 2025, the Council directed City Manager Miller to contact MTAS to conduct a review of the City's Charter. MTAS consultant Hona Rogers is currently reviewing the charter for legality based on any new case law. City Attorney Litchford stated that he also spoke with Ms. Rogers regarding MTAS's ability to make recommendations to city charters.

Councilmember Cagle inquired about the process to form a committee to review Council-recommended versus MTAS-recommended amendments and how such a committee would be appointed. He also identified a section of the Charter for potential amendments and indicated he would compile proposals for MTAS review. City Attorney Litchford stated that decisions regarding a committee would be made by the Council and noted that Council members may submit their recommendations to City Manager Miller, who is working with MTAS during the review process.

City Attorney Litchford reviewed the process for placing Charter amendments on the ballot for voter approval.

Councilmember Cagle noted that the Charter reflects that amendments were made but does not include specific details about the amendments. City Attorney Litchford stated that the Charter references the ordinances that amended it, and those ordinances can be reviewed to determine the specific changes.

**Discussion of Tentative Agenda for the September 25, 2025 City Council Meeting (see Attachment A)**

**ATTACHMENT A  
TENTATIVE AGENDA  
September 25, 2025**

**Old Business**

**ORDINANCE NO. 1232 - AN ORDINANCE TO AMEND EAST RIDGE CITY CODE, ARTICLE 12, CHAPTER 3, SECTION 12-301, IN ORDER TO ADOPT THE 2023 NATIONAL ELECTRICAL CODE AS THE OFFICIAL ELECTRICAL CODE OF THE CITY OF EAST RIDGE (2nd READING)**

No Discussion

**New Business**

**PUBLIC HEARING FOR ORDINANCE NO. \_\_\_\_\_ - AN ORDINANCE ADOPTED FOR THE PURPOSE OF AMENDING THE CITY OF EAST RIDGE, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF CITY OF EAST RIDGE, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM**

Chief Building Official Howell stated that FEMA completed a comprehensive update to the Flood Insurance Rate Maps (FIRMs) which the City must adopt by November 28, 2025 to remain in good standing with the National Flood Insurance Program. The ordinance to adopt the updated FIRMs will be presented to Planning Commission on October 6, 2025. The ordinance will then be presented to City Council on October 9, 2025, for first reading and October 23, 2025 for public hearing and second reading.

**ORDINANCE NO. \_\_\_\_\_ - AN ORDINANCE ADOPTED FOR THE PURPOSE OF AMENDING THE CITY OF EAST RIDGE, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF CITY OF EAST RIDGE, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM (1st READING)**

No Discussion

**ORDINANCE NO. \_\_\_\_\_ - An ordinance to amend the Fiscal Year 2026 Operating Budget, Ordinance No. 1226 (1st Reading)**

Finance Director Qualls stated the ordinance will reflect amendments to the Grant Fund, Solid Waste Fund, and Capital Improvement Fund.

**RESOLUTION NO. \_\_\_\_\_ - A Approving a bid for a trophy vendor to supply trophies for various sports programs for the Parks and Recreation Department**

Parks and Recreation Director Skiles stated that bids will be opened on September 17, 2025 and a recommendation for approval will be presented to Council on September 25, 2025.

**Discussion of the service of alcohol at Venue 1921 at East Ridge**

Parks and Recreation Director Skiles stated that Venue 1921 at East Ridge will need to be added to the City's existing ordinance regarding the sale of beer and alcohol in order permit such sales when the facility is rented and staff is requesting Council's approval to proceed with drafting an ordinance to allow beer and alcohol sales at Venue 1921 at East Ridge.

Councilmember Cagle stated that the definitions of beer and alcohol in the current ordinance may need to be reviewed and asked about alcohol sales at Camp Jordan Arena. Director Skiles explained that the concessionaire at the Arena is only authorized to sell beer, as liquor and wine are not approved for the Arena under the current ordinance.

Councilmember Cagle inquired about setback requirements for a property at the corner of Prigmore Road and Ringgold Road. Chief Building Official Howell explained the setback requirements for the property.

City Manager Miller added an agenda item to approve an Audio-Visual Maintenance Agreement for Venue 1921 at East Ridge for four additional years after the one-year warranty.

**Adjournment**

There being no further business, the September 11, 2025, Regular Meeting of the City Council of the City of East Ridge was adjourned at 7:30 p.m.

APPROVED:

  
MAYOR

  
CITY CLERK

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

**September 25, 2025  
6:00 p.m.**

The East Ridge City Council met pursuant to the meeting notice on September 25, 2025, at 6:00 p.m. in the East Ridge City Hall Council Chambers. Mayor Williams called the meeting to order.

Senior Pastor Jeff Baden, Hamilton Life Church, gave the invocation. All joined in for the Pledge of Allegiance.

**Present:** Mayor Brian Williams, Vice Mayor David Tyler, Councilmember Jacky Cagle, Councilmember Jeff Ezell, Councilmember Andrea Witt, City Manager Scott Miller, Attorney Harry Cash for City Attorney Mark Litchford, Finance Director Diane Qualls, and City Clerk Jennifer Deitrick

**Attendance:** Thirteen

**Approval of Minutes September 11, 2025**

Vice Mayor Tyler moved to approve the September 11, 2025 minutes. Seconded by Councilmember Ezell. There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

**Communication from Citizens**

Pam Whaley, 1515 Springvale Road, expressed concerns regarding property maintenance on her street, vehicles racing, noise from vehicles, and storm-related flooding damage to a neighboring residence.

Aaron Oliver, 3934 South Mission Oaks Drive, requested a crossing guard and additional traffic control on Bennett Road during school hours and game days. Chief Uselton provided an update on the crossing guard positions.

**Communication from Councilmembers**

Vice Mayor Tyler, Councilmember Cagle Councilmember Ezell and Councilmember Witt had no comments.

Mayor Williams asked Parks and Recreation Director Skiles to announce the upcoming Parks and Recreation events. Director Skiles announced the Fall Festival on September 27-28 and the Christmas Parade on November 22.

Mayor Williams reported that the Library is accepting donations of trick-or-treat candy.

**Communication from City Manager**

City Manager Miller reported on several projects including WWTAs manhole rehabilitation on John Ross Road, the resurfacing of John Ross Road through an 80/20 split grant with the state, North Mack Smith Road widening, Venue 1921 at East Ridge, and the Community Center expansion.

**Old Business**

**ORDINANCE NO. 1232 - AN ORDINANCE TO AMEND EAST RIDGE CITY CODE, ARTICLE 12, CHAPTER 3, SECTION 12-301, IN ORDER TO ADOPT THE 2023 NATIONAL ELECTRICAL CODE AS THE OFFICIAL ELECTRICAL CODE OF THE CITY OF EAST RIDGE (2nd READING)**

Attorney Cash read the ordinance by caption.

Chief Building Official stated that for the City to maintain its status as an exempt jurisdiction for commercial buildings, codes must be adopted within seven years of the most recently published edition.

Councilmember Ezell moved to approve Ordinance No. 1232. Seconded by Councilmember Witt. There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

## **New Business**

### **ORDINANCE NO. 1233 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE FISCAL YEAR 2026 OPERATING BUDGET, ORDINANCE NO. 1226, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (1st READING)**

Attorney Cash read the ordinance by caption.

Finance Director Qualls explained that the amendment updates the General Fund, Grant Fund, Solid Waste Fund, and Capital Improvements Fund. She also reviewed corrected figures that will be updated for the second reading.

Councilmember Witt moved to approve Ordinance No. 1233. Seconded by Vice Mayor Tyler. There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

### **RESOLUTION NO. 3741 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY TO ACCEPT TWO DONATIONS IN THE TOTAL AMOUNT OF THREE THOUSAND DOLLARS FROM THE EAST RIDGE SEVENTH-DAY ADVENTIST CHURCH TO BENEFIT THE EAST RIDGE POLICE DEPARTMENT AND THE EAST RIDGE FIRE DEPARTMENT**

Attorney Cash read the resolution by caption.

Chief Uselton stated that East Ridge Seventh-Day Adventist Church donated \$1,500 each to the Police Department and Fire Department.

Vice Mayor Tyler moved to approve Resolution No. 3741. Seconded by Councilmember Ezell. There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

### **RESOLUTION NO. 3742 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN ADDITION TO THE AUDIO-VISUAL (AV) CONTRACT FOR VENUE 1921 AT EAST RIDGE THROUGH AVI-SPL'S GLOBAL SUPPORT AND MAINTENANCE PROGRAM**

Attorney Cash read the resolution by caption.

Parks and Recreation Director Skiles stated that the first year of maintenance is included under the warranty and the cost for an additional four years of maintenance would be \$15,586.03. Director Skiles noted that the date of the maintenance agreement will be adjusted based on substantial completion of the project. City Manager Miller requested that this adjustment be documented in writing.

Councilmember Witt moved to approve Resolution No. 3742. Seconded by Vice Mayor Tyler. Following brief discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

### **RESOLUTION NO. 3743 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR A TROPHY VENDOR TO SUPPLY TROPHIES FOR VARIOUS SPORTS PROGRAMS FOR THE PARKS AND RECREATION DEPARTMENT EFFECTIVE FROM SEPTEMBER 2025 THROUGH AUGUST 2026**

Attorney Cash read the resolution by caption.

Parks and Recreation Director Skiles stated that three bids were received through the solicitation process and staff recommend accepting the bid from Awards of Excellence.

Vice Mayor Tyler moved to approve Resolution No. 3743. Seconded by Councilmember Witt. There being no discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes; Councilmember Cagle – yes; Councilmember Ezell – yes; Councilmember Witt – yes; Mayor Williams – yes. Motion carried unanimously.

### **Discussion of the service of alcohol at Venue 1921 at East Ridge**

Parks and Recreation Director Skiles stated that City ordinances must be updated to allow alcohol service at Venue 1921 at East Ridge. She clarified that City staff would not serve alcohol and that the City is not required to obtain a permit from the Tennessee Alcoholic Beverage Commission.

City Manager Miller presented a draft ordinance prepared by the City Attorney, which authorizes the City Manager to approve alcohol service at the facility and allows City Council to establish conditions for service by resolution. He noted that Section 3 permits the consumption of alcoholic beverages and Section 4 permits the consumption of beer.

Vice Mayor Tyler asked about enforcement for violations. Director Skiles stated that security or law enforcement would be required when alcohol is served. City Manager Miller added that violations could be brought before City Council and could result in removal from the preferred vendor list.

### **Discussion of Tentative Agenda for the October 9, 2025 City Council Meeting (see Attachment A)**

## **ATTACHMENT A TENTATIVE AGENDA October 9, 2025**

### **Old Business**

#### **ORDINANCE NO. 1233 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE FISCAL YEAR 2026 OPERATING BUDGET, ORDINANCE NO. 1226, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (2<sup>nd</sup> READING)**

Finance Director Qualls stated the figures will be corrected before the second reading.

### **Discussion of Mobile Food Trucks**

Chief Building Official Howell stated that an overlay zone has been designated as Food Truck Alley and identified zoning districts that allow food trucks. He stated that all food trucks operating in the City must pass a fire inspection and obtain a permit, except when participating in City events, and noted a correction regarding canteen trucks.

Mayor Williams asked about events lasting more than two days, distance from brick-and-mortar restaurants, hours of operations, beer permits and sales tax. Chief Building Official Howell explained that distance requirements were not included since property owner permission is required and noted that Section 5 of the draft addresses sales tax. Finance Director Qualls confirmed that the City receives sales tax from mobile vendors at Camp Jordan Arena and will research other cities' practices.

Councilmember Cagle asked about restroom and garbage requirements and permanent food trucks. Chief Building Official Howell responded that restroom requirements were not included and that vendors must remove their garbage. He then explained that one food truck per property may remain overnight with the property owner's permission and specified setbacks must be met. Councilmember Ezell confirmed that the setback is 20 feet from any structure.

Councilmember Witt requested that the City Attorney draft an ordinance for Council consideration.

### **New Business**

#### **ORDINANCE NO. \_\_\_\_ - AN ORDINANCE ADOPTED FOR THE PURPOSE OF AMENDING THE CITY OF EAST RIDGE, TENNESSEE MUNICIPAL ZONING ORDINANCE REGULATING DEVELOPMENT WITHIN THE CORPORATE LIMITS OF CITY OF EAST RIDGE, TENNESSEE, TO MINIMIZE DANGER TO LIFE AND PROPERTY DUE TO FLOODING, AND TO MAINTAIN ELIGIBILITY FOR PARTICIPATION IN THE NATIONAL FLOOD INSURANCE PROGRAM (1<sup>st</sup> READING)**

Chief Building Official Howell stated that the updated Flood Insurance Rate Maps must be adopted by November 28. The ordinance will be presented to the Planning Commission on October 6, then presented to Council for First Reading on October 9.

**RESOLUTION NO. \_\_\_\_ - A resolution authorizing the sale of approximately 47 square feet of city-owned property to ERWD, LLC**

City Manager Miller stated that City previously acquired approximately 2,275 square feet of property that is now owned by ERWD LLC, for the widening of North Mack Smith Road. A newly constructed retaining wall is encroaching on approximately 47 square feet of City-owned property which the City will sell back to the current property owner at the same cost per square foot that the City originally paid, totaling \$2,367.86.

**RESOLUTION NO. \_\_\_\_ - A resolution approving bids to replace a portion of the roof of the City Hall complex over Administration**

City Manager Miller stated that sections of the roof over the Council Chambers, Court, Atrium and Library have been replaced, and the final section to be replaced is over Administration. Bids for the roof replacement will be opened September 30, with a recommendation for award presented to Council on October 9.

Councilmember Ezell asked whether the replacement would be metal. City Manager Miller responded that the section will be replaced with the same material as the other parts of the roof.

**RESOLUTION NO. \_\_\_\_ - A resolution approving a proposal to provide professional landscaping services for City-designated outdoor spaces**

Parks and Recreation Director Skiles stated that the city opened Request for Qualifications proposals on September 24, 2025 and a recommendation for award will be presented to Council on October 9, 2025.

**Discussion of a Stormwater Master Plan**

City Manager Miller stated the City does not have an inventory of stormwater infrastructure, stormwater maps, an asset management plan, or Stormwater Master Plan. He recommended issuing a Request for Qualifications (RFQ) to engage an engineering firm to create a plan that would inventory and evaluate the drainage system, identify problem areas, develop a capital improvement program and propose a funding source

Councilmember Ezell asked when City-owned culverts would be replaced and how the work would be funded. Miller stated that repairs must go to bid and, at present, could only be funded through the road resurfacing program. He noted that money has been allocated in the current fiscal year, but a program has not yet been created.

Councilmember Cagle asked if the field turf project could be delayed until three identified culverts are repaired. Miller responded that the City is under contract for the turf project. Cagle suggested the City could pay a fine to delay it, and Miller stated that decision would have to be made by Council.

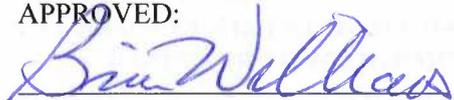
City Council directed the City Manager to proceed with the RFQ process to develop a Stormwater Master Plan.

Mayor Williams asked if there are any other items to be added to the October 9, 2025 agenda. City Manager Miller requested to add the approval of an electrical easement agreement for the City's welcome sign. He explained that the City received the agreement for the electrical easement, and once signed, the City can authorize Ortwein Signs to light the welcome sign.

**Adjournment**

There being no further business, the September 25, 2025, Regular Meeting of the City Council of the City of East Ridge was adjourned at 7:53 p.m.

APPROVED:

  
MAYOR

  
CITY CLERK