



City of East Ridge

1517 Tombras Avenue
East Ridge, Tennessee 37412
(423)867-7711 • www.eastridgetn.gov

Office of the City Manager
J. Scott Miller

MONTHLY REPORT

FOR

JUNE 2025

J. SCOTT MILLER

CITY MANAGER

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Office of the City Manager
J. Scott Miller

CITY MANAGER REPORT JUNE 2025

To: Mayor and Councilmembers, City Staff, and Residents of East Ridge

Please find attached the June 2025 City Manager's Monthly Report. This report includes information submitted by the various departments which is then organized and compiled for your review.

This report recognizes the City's efforts to remain transparent and to keep the City moving forward in a positive direction.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

J. Scott Miller
City Manager



City of East Ridge

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Jennifer Deitrick
City Clerk
Administration Department

June 2025 Business License and Beer Permits Monthly Report

BUSINESS LICENSE:

<i>DATE</i>	<i>BUSINESS NAME</i>	<i>ADDRESS</i>
06/01/2025	Temp-Masters, Inc.	5975 N 300 W Uniondale, IN 46791
06/01/2025	Sapphire Companies, LLC	790 Howard Ave Unit A, Biloxi, MS 39530
06/01/2025	Noah's Roofing & Remodeling, LLC	1509 S Smith St Ste 8, East Ridge, TN 37412
06/03/2025	Goins Heating & Air Conditioning	132 Pikeville Ave, Graysville, TN 37338
06/09/2025	Café Campesino, Inc.	323 Camp Jordan Pkwy, East Ridge, TN 37412
06/12/2025	Sports Resale Chattanooga, LLC	1467 N Mack Smith Road, East Ridge, TN 37412
06/14/2025	Icon Home Construction	4 Bloom Road, Chattanooga, TN 37412
06/15/2025	Nixon Motor Company, LLC	3307 Ringgold Road, Chattanooga, TN 37412
06/18/2025	Carlos Lawn Care and Landscaping, LLC	814 Belvoir Hills Cir, Chattanooga, TN 37412

BEER PERMITS

<i>DATE</i>	<i>BUSINESS NAME</i>	<i>ADDRESS</i>
NONE		



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Cameron McAllister
Administrator
Economic & Community Development

June 2025 Economic & Community Development Monthly Report

GRANT MANAGEMENT:

<i>Fiscal Year</i>	<i>Grant Name</i>	<i>Project</i>	<i>Department</i>	<i>Status</i>
FY15	PIN 131488.00	John Ross Road Resurfacing	Administration	Active
FY22	Tennessee American Water	Rain Gardens	Parks & Recreation	Active
FY23	Local Parks & Recreation Fund	Community Center Renovation	Parks & Recreation	Active
FY23	Bureau of Justice BVP	Vest Replacement	Police Department	Closed
FY24	Safe Streets for All	Safety & Crash Statistic Plan	Administration	Active
FY25	Statewide School Resource Officer Endowment	School Resource Officers	Police Department	Active
FY25	THSO High Visibility	Saturation	Police Department	Active
FY25	Bureau of Justice BVP	Vest Replacement	Police Department	Active
FY25	Domestic Preparedness Homeland Security	AVON Protective Mask Kit(s)	Police Department	Active
FY25	AWCF Water and Environment Grant	Canoe Launch Reconfiguration and River Rescue Funding	Administration/Parks & Recreation	Active
FY25	Transportation Improvement Plan	Scruggs Road Reconstruction	Administration	Active
FY25	Brownfield Assessment	Multi-County Development	Administration	Active
FY26	Animal Friendly Grant	Spay & Neuter Program	Animal Services	Application Pending Approval
FY25	State and Local Cybersecurity	Vulnerability Assessment	Information Technology	Application Pending Approval
FY26	THSO High Visibility	Radar(s) & Saturation	Police Department	Application Pending Approval
FY26	Hamilton County Leaning into Communities Grant	Springvale Park Redevelopment Project	Parks & Recreation	Application in Progress
FY26	PEP Safety Partners Grant	Safety/Hazard Equipment	Public Works	Application in Progress
FY26	Firehouse Public Safety Grant	Emergency Personnel ATV	Fire Department	Application in Progress

GRANT REIMBURSEMENT(S) RECEIVED:

<i>Date</i>	<i>Grant</i>	<i>Project</i>	<i>Vendor</i>	<i>Amount</i>
6/2/2025	Local Parks & Recreation Fund	Community Center Renovation	Kimley-Horn & Associates	\$4,000.00
6/27/2025	PIN 131488.00	John Ross Resurfacing	Volkert Engineering	\$1,616.93
6/30/2025	BOJ Bulletproof Vest	Vest Reimbursement	Premier Body Armor	\$7,287.02

PUBLIC RELATIONS/COMMUNITY OUTREACH:

Facebook (@City of East Ridge – Government)
Number of posts – 32

Platform Followers: 9,613

Instagram (@CityofEastRidge)
Number of posts – 19

Platform Followers: 853

Twitter (@CityofEastRidge)
Number of posts – 17

Platform Followers: 697

<i>Event Date</i>	<i>Program Name</i>	<i>Department</i>
6/2/2025	Game Night	City Library
6/4/2025	Teen Tween	City Library
6/4/2025	Diamond Art Club	City Library
6/4/2025	Show of Many Colors	City Library
6/5/2025	Bingo	City Library
6/7/2025	Optimist Club Fishing Rodeo	Parks & Recreation – Camp Jordan
6/7/2025	Spring into Safety Event	Police Department
6/7/2025	Lego Club	City Library
6/9/2025	STEAM Family Night	City Library
6/11/2025	Teen Tween	City Library
6/14/2025	Novel Idea Book Club	City Library
6/16/2025	Bedtime Storytime	City Library
6/18/2025	Paint A Bear Workshop	City Library
6/18/2025	Teen Tween	City Library
6/21/2025 – 6/22/2025	Birdytown Exotic Pet Show	Parks & Recreation – Camp Jordan
6/21/2025	Draw with Mr. Alex	City Library
6/23/2025	Diamond Art Club	City Library
6/25/2025	Teen Tween	City Library
6/26/2025	Stuff Animal Sleepover	City Library
6/28/2025 – 6/29/2025	RK Gun Show	Parks & Recreation – Camp Jordan



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Michelle Sinigaglio
Human Resources Director
Administration Department

June 2025 City of East Ridge Human Resources Monthly Report

EMPLOYEE DATA:

<i>HEADCOUNT</i>	<i>BUDGET</i>	<i>ACTUAL</i>
Full-Time Employees	155	149
Part-Time Employees	24	21
TOTAL:	179	170

New Hires	2
Patrol Officer	1
Streets Laborer	1

Terminations	3
SRO	1
Streets Laborer	1
Firefighter	1

Transfers	0
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In Onboarding Process

Firefighter
PT Park Attendants

Recruiting For

Patrol Officer
Groundskeeper
Streets Laborer
PT Park Attendant
Seasonal PT Park Attendant

Police Department Reservists	7
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Volunteer Firefighters	4
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Pending Retirements	0
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Admin and/or Medical Leave	1
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Patricia Cassidy
Court Clerk
Municipal Court

June 2025

City of East Ridge Municipal Court Monthly Report

Number of Citations Issued June 2025: 49 Traffic Citations

COURT APPEARANCES:

<i>DATE</i>	<i>CRIMINAL</i>	<i>TRAFFIC</i>	<i>COME BACKS (To Pay)</i>
06/03/2025	36	25	31
06/10/2025	48	18	12
06/17/25	40	50	15
06/24/2025	43	39	21
TOTAL:	167	132	79 (Less than half show)



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Clint Uselton
Police Chief
Police Department

June 2025

City of East Ridge Police Chief's Monthly Report

The City of East Ridge Police Department responded to a total of 1,746 calls for service during June 2025.

The department filled a total of 31 open records requests from citizens and the District Attorney's Office.

A total of 499 citations were issued.

The East Ridge Police Department made a total of 93 physical arrests that included 131 misdemeanor charges and 43 felony charges.

The East Ridge Police Department answered 3 calls within the City of Ridgeside and conducted daily self-initiated (directed patrols, park and walks, etc.) activities.



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Clint Uselton
Police Chief
Police Department

June 2025 City of East Ridge Police Department Administrative Division Monthly Report

Records Division / Property and Evidence Division / Open Records /
Training / General Administration / School Resource Officer

ERPD Administrative Division

Lieutenant Rogers
Car 14 – 45,983 miles

East Ridge Police Department Open Records / Court Operations / Fleet Maintenance / Station Officer, Quartermaster, IT Liaison, School Resource Officer

- General Admin Duties
- Met with Records Division, Warrants/Fugitive Division, Property and Evidence Division, Training Sgt., School Resource Officer
- Assisted officers, personnel, and citizens with various requests.
- Mediated technical problems with software/databases and hardware.
- Worked on TylerRMS property module
- IT Issues
 - Troubleshoot / replace dash camera monitor in Vehicle 24
 - Troubleshoot / repair power issue for dash camera in Vehicles 13 and 81
 - Troubleshoot / repair tablet power issue
 - Squad room printer repair (RJ Young)
- Assist with LPR issues
- Fleet Maintenance
 - Installed radio in Vehicles 14, 80, 82, and 86
 - Installed tablet mount in Vehicles 24 and 33
- Report Hamilton Counted Data
- Dash/Body camera maintenance
- City Court duties
- Lab trip
- Officer account setup and resolving various account issues

- Policy review
- Issued equipment to Officers
- V-Academy
- Citizens Police Academy
- Policy updates
- Assisted / assigned open records requests
- School Resource Officer interviews
- Meeting regarding tablets and vehicle mounts

Station Officer

Corporal M. Crisp

Car 51 – 94,042 miles

CITIZEN CONTACTS:

Citizen Contacts / Reports for Citizens in Lobby	5
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OPEN RECORDS:

Open Records Requests Received / Completed	31
Open Records Preparation Time	23 Hours

COURT OPERATIONS:

Hamilton County Grand Jury Cases Presented	12
Hamilton County Grand Jury Cases Requested	13
Total Hamilton County Grand Jury Appearances	3
Hamilton County Grand Jury File Preparation Time	12 Hours
East Ridge Municipal Court Appearances	4
East Ridge Municipal Court Prisoner Transport Assists	0

ERPD Records Division

Candace Brown, Pam Aalberg, Myra Miracle

<i>INCIDENT REPORTS</i>	<i>ARREST REPORTS</i>	<i>CITATIONS ISSUED</i>	<i>CALLS FOR SERVICE</i>
243	103	90	2,006

- NCIC Transactions – varies daily.
- NCIC entries made by HC 911 Communications are checked by East Ridge Records staff daily.
- Temporary Protection Orders are checked and/or modified daily.
- Validations – vary by month and include 10-50 entries per month.
- NCIC testing and training.
- Emails from HC 911 Communications are checked daily.
- E-Agent checked daily to ensure no unauthorized transactions have taken place.
- Answered multiple phone calls and emails for police department daily.
- Assisted visitors inside the police/fire departments daily.
- Assisted multiple officers/detectives in case investigations and background checks.
- Fire Department reports checked for accuracy and compliance.
- Entered Fire Department reports in Fire Program and corrections made when needed.
- Reports sent weekly to NFIRS (state program) – reports validated and corrected.
- Answered emails and phone calls daily regarding Police and Fire Department related questions.
- Work with HC 911 with CAD assignments on new Officers

ERPD Property and Evidence Division

Brandy Dove

Items Entered	174
Items Disposed	22
Narcotics Disposed	17
Firearms – prepared for trade / sale	0
Firearms traded / sold (Compass Auctions)	0
Other items sold on Compass - TOTAL	0
Vehicles sold on Compass	0
General Items	0

DRUGS SEIZED:

Pills (dosage units)	35.5
Pills (grams)	0
Crack Cocaine (grams)	1
Cocaine (grams)	0.3
Meth (grams)	21.2
Marijuana (grams)	57.5
MDMA (grams)	0
Fentanyl (grams)	1.9
Fentanyl (pills)	2
Ecstasy (du)	7
Mushrooms (grams)	0

Training Sergeant

Sergeant J. Massengale

Car 53 – 54,658 miles

- Continued work on policy updates
- Continued yearly in-service preparation
- Entered Supplemental Training records for officers in ACADIS
 - Officer Hightower
 - Officer Wilson
- Took two flat tires from Vehicle 39 and five spare tires and rims in sallyport to be repaired / replaced
- Utilized Vehicle 39 for funeral procession of Captain Tim Mullinax at Lane Funeral Home
- Replaced buffer springs in all department-issued SBR rifles
- Installed a red dot sight on Officer Valderaz's off-duty backup firearm
- Performed weapons maintenance on several department-issued SBR AR-15 rifles following malfunctions experienced at the range
- Completed new hire paperwork for Officer Neighbors, including the POST application and ACADIS portal entry
- Procured new duty gear for Officer Neighbors from GT Distributors
- Began scheduling officer training classes for the upcoming budget year
- Continued planning for the Citizens Academy, including range coordination

School Resource Officers

East Ridge High School

Officer Hightower – Assigned to Crime Suppression Unit

East Ridge Middle School

VACANT

East Ridge Elementary School

Cpl. Chadwick – Vehicle#58 Mileage 65,846
5 Calls For Service
25 Call Assists
84 SIA

Spring Creek Elementary School

Officer Chavez – No stats / Not on duty

Reserve Officers

OFFICER HOURS:

<i>OFFICER</i>	<i>COURT HOURS</i>	<i>PATROL HOURS</i>
Officer Bailey	0.0	0.0
Officer Lowrance	6.0	0.0
Officer Staton	6.0	7.0
Officer Roberts	0.0	0.0
Officer Avans	30.0	43.0
Officer Brackett	9.5	0.0
Officer Bambrick	6.0	19.5
Officer Duncan (ER Fire Dept.)	0.0	0.0
Officer Williams (ER Fire Dept.)	0.0	0.0
TOTAL:	57.5	69.5

Total Reserve hours for June 2025: 127.0



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Clint Uselton
Police Chief
Police Department

June 2025

City of East Ridge Police Department CID / CSU / K-9 Summary Monthly Report

CRIMINAL INVESTIGATION DIVISION (CID) STATS:

NAME	PREVIOUS MO.	REACTIVATED	NEW CASES	CLEARED CASES	CHARGES	INACTIVE	CARRIED OVER	CLEARANCE RATE
S. Stojnic	12	0	5	4	8	0	13	80%
G. Hawks	5	0	6	1	0	4	6	17%
W. Johnson	15	0	6	8	4	2	11	133%
J. Davis	17	0	5	5	5	2	15	100%
TOTAL:	51	0	22	18	17	8	45	82%

CID Total New Case Assignments 22

CID Total Cases Cleared 18

CID Monthly Clearance Rate 82%

CID NOTE: The Detective Division continues to investigate a variety of alleged criminal offenses occurring within the confines of the City. The Detective Division routinely networks with other law enforcement agencies in sharing intelligence affecting the region.

Detective Hawks, as part of the USMS Fugitive Task Force, has assisted in the search and/or apprehensions of nine (9) individuals wanted for a variety of criminal charges to include the following:

- Patirion Barrett - Shooting in a dwelling in Mississippi
- Eddie Bates - Rape of a child
- Sam Goins - Federal Probation Violation
- Chris Castillo - Weapons Charges
- Joshua Crabtree - Escape
- Quinton Hall - Escape
- Davarus Delaney - Rape / Kidnapping
- Jose Fernandez - Rape of Mentally Handicapped (Located and apprehended in East Ridge)
- William Burkhead - Federal Probation Violation

CRIME SUPPRESSION UNIT (CSU) CUMULATIVE STATS:

Self-Initiated Arrests - MIS	9
Self-Initiated Arrests - FEL	1
Warrant Service - MIS	5
Warrant Service - FEL	26
Meth (grams)	2.0
Marijuana Seizures (grams)	3.0
Cocaine Seizures (grams)	0.0
Crack Cocaine Seizures (grams)	0.0
Fentanyl Seizures (grams)	1.3
Mushroom Seizures (grams)	0.0
Firearms Seizures	1
Assets Seizures	0
Stolen Auto Recoveries	1
Search Warrants - Sought	2
Search Warrants - Executed	4
Referrals for Federal Prosecution	0
Gang Contacts / Validations	1
Cases Opened	1
Cases Closed	2
NIBIN Submissions	1

CSU NOTE: CSU has been developing intelligence and has shared it with cooperating agencies to ultimately combat various types of criminal activity within the city. CSU is continuing to conduct follow-up investigations on a variety of cases to include narcotics, fugitive, and vice-related offenses. CSU has taken a very proactive approach to initiating and clearing several good drug-related cases. CSU continues to make relevant transactions with the CPD-NIBIN unit to establish a more proactive approach to gun-related criminal activity. CSU coordinates with relevant patrol officers on follow up activities such as assisting them with continued investigation and/or recommending prosecution based on their findings.

K-9:

Primary Officer Calls	7
Back-up / Assist Calls	53
Physical Arrests	2
Vehicle Sniffs	5
Building Search	1
Area Search	2
Tracks	1
Traffic Stops	23
Call Outs	0
Warrant Services	3
Assist Other Agency Warrants	1
K9 Training Hours	20.5
Public Events / Demonstrations	0
K9 Apprehensions	0
Methamphetamine Seizures	0.0 grams
Crack Cocaine Seizures	0.0 grams
Fentanyl Seizures	0.0 grams
Currency Seizures	0
Marijuana / THC Seizures	30.5 grams
Vehicle Seizures	0
Firearm Seizures	0

K9 NOTE: The K9 team, comprised of Cpl. Beadle, and K9 Quest, continue to employ proactive efforts to mitigate the influx of drugs into the community. The K9 Team has worked closely with the Crime Suppression Unit to build cases and develop additional intelligence. The K9 Team continues to work during more widely varying time periods and is also assists the Patrol Division.

WARRANTS DIVISION CUMULATIVE STATS:

New Warrants Received	117
Warrant Service - MIS	15
Warrant Service - FEL	17
Misdemeanor Citation Service	5
Civilian Fingerprints	9
NCIC Entries	54

WARRANTS DIVISION NOTE: The Warrants Division continues to seek solutions to streamline the warrants processes and implement appropriate measures. To date, the Warrants Division has had a measurable increase in the number of warrants served. The changes implemented over the preceding months has enabled the Division to extradite more arrestees from surrounding jurisdictions, to include those within Georgia and Alabama.

VEHICLE ASSIGNMENTS:

<i>DRIVER</i>	<i>VEHICLE</i>	<i>MILEAGE</i>	<i>MAKE</i>	<i>MODEL</i>
R. Landrum	15	30,295	Chevrolet	Colorado
G. Beck	29	147,775	GMC	Canyon
B. Beadle	89	20,812	Ford	PIU
M. Crisp	50	94,042	Ford	Explorer
J. Goddard	52	93,987	Ford	Explorer
K. Kimsey	28	55,988	Ford	PIU
J. Daverson	6	41,103	Ford	PIU
S. Stojnic	4	3,458	Chevrolet	Colorado
G. Hawks	25	UNK	Chevrolet	Colorado
J. Davis	41	9,691	Chevrolet	Colorado
W. Johnson	44	8,101	Chevrolet	Colorado
SPARE-LINE	54	73,586	Dodge	Journey



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Clint Uselton
Police Chief
Police Department

June 2025

City of East Ridge Police Department Patrol / Traffic Division Monthly Report

Officer	Days Worked	Warrants Obtained	Physical Arrest	Charges Misd.	Charges Felony	Reports (d1, d2)	Field Interview	SIA	Crash Reports	Traffic Stops	Traffic Citations	Service Calls	Assist Calls	Other Warrants	Warrant Service
HINSCH	15	0	0	0	0	2	2	2	0	5	2	25	47	0	1
MCLOUD	11	1	0	1	0	1	0	0	16	6	8	40	16	0	0
MAGANA	13	1	4	5	0	7	0	3	0	7	7	19	23	0	2
MAHAFFEY	15	10	0	1	0	17	0	3	1	9	9	61	37	0	6
BAILEY	12	0	2	2	1	15	1	53	2	29	14	50	19	1	0
VALDEREZ	14	0	7	5	0	13	2	143	2	12	15	58	17	0	1
MASSENGALE	12	0	0	0	0	6	0	56	1	1	3	17	29	0	0
ALLEN	15	0	5	5	2	10	0	48	0	33	26	51	19	3	5
DARWIN	12	0	1	2	0	3	1	21	0	23	30	19	12	0	1
HUSKINS	14	0	3	5	2	11	1	61	0	29	19	64	27	0	0
KIRBY	15	0	3	4	2	13	0	60	0	32	34	46	33	1	3
PARTIN	14	0	4	7	3	8	0	63	0	57	15	49	51	0	0
SMITH	15	0	0	2	0	2	0	41	0	2	0	6	21	0	2
RESENDIZ	15	0	1	0	0	1	7	51	38	90	110	71	75	0	0
ALEXANDER	17	0	0	0	0	1	0	9	0	0	0	14	47	0	0
BRISOLDEN	15	8	14	13	14	26	0	51	2	21	0	66	46	2	6
BURGESS	9	0	2	6	0	5	0	10	2	5	0	42	34	1	1
JOHNSON	17	7	12	32	2	23	0	40	7	17	24	67	29	0	0
MILLER	7	2	2	2	0	5	0	81	0	6	2	29	28	0	0
RHUDY	16	0	0	0	0	6	0	44	0	5	0	20	56	0	0

Officer	Days Worked	Warrants Obtained	Physical Arrest	Charges Misd.	Charges Felony	Reports (d1, d2)	Field Interview	SIA	Crash Reports	Traffic Stops	Traffic Citations	Service Calls	Assist Calls	Other Warrants	Warrant Service
SHARP	15	6	12	11	1	13	0	26	1	24	3	43	29	3	0
WILSON	15	0		9	0	2	0	60	9	71	84	21	41	0	2
BLACKBURN	15	5	9	5	2	10	0	37	6	27	37	63	31	2	2
COX	15	0	0	0	0	6	0	43	0	15	8	44	52	0	3
ESTERMYER	16	0	5	4	6	8	0	14	1	26	25	32	17	1	2
CORNELIUS	14	0	6	10	7	15	0	0	0	14	18	60	32	0	0
ROMANS	14	0	1	0	0	0	0	14	0	25	6	15	44	0	1
LIVELY	13	0	0	0	1	1	0	21	0	4	0	15	44	1	3
Total	390	40	93	131	43	230	14	1055	88	595	499	1107	956	15	41



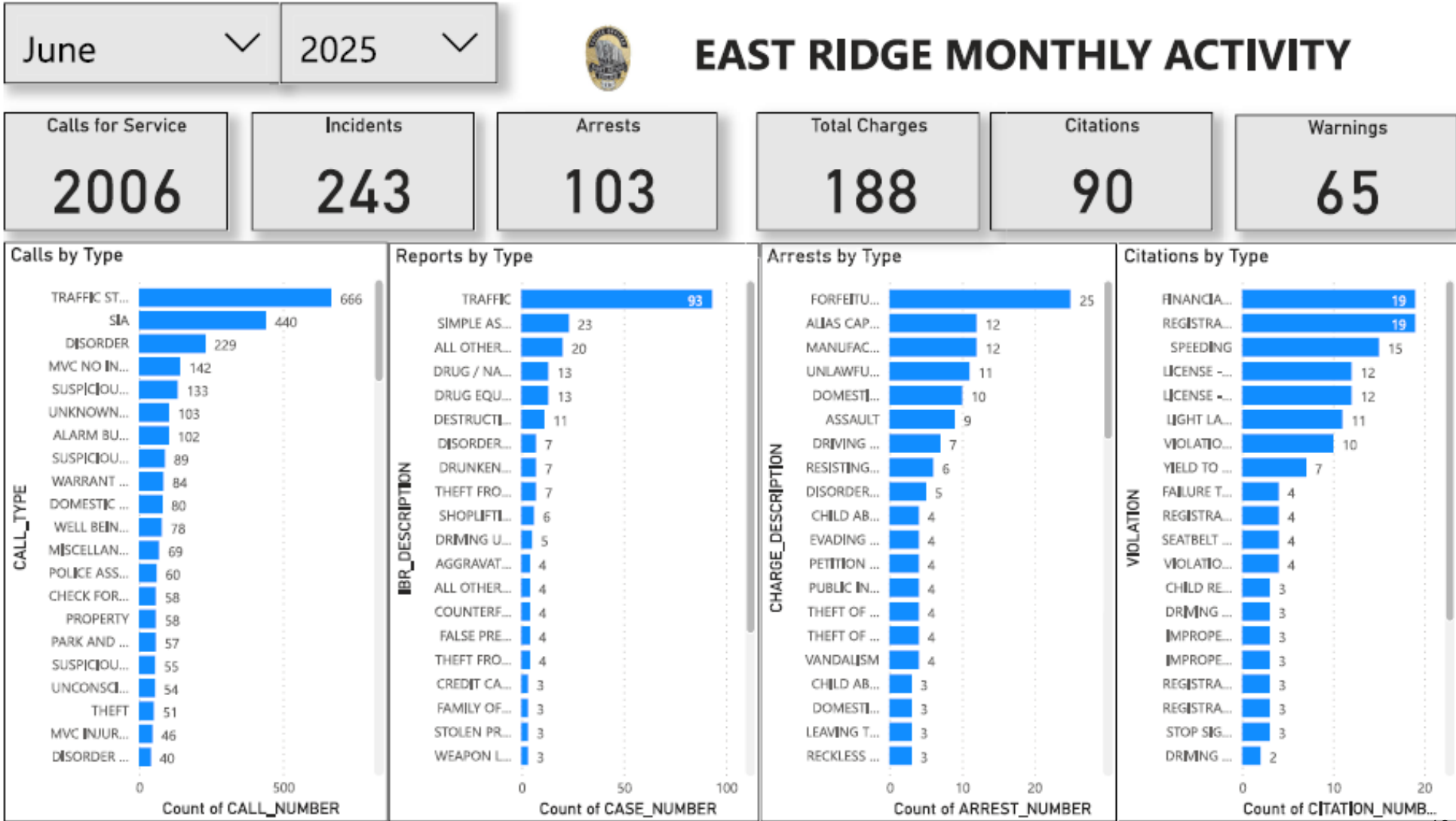
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Clint Uselton
Police Chief
Police Department

June 2025

City of East Ridge Police Department Monthly Activity Report





City of East Ridge

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Clint Uselton
Police Chief
Police Department

June 2025 City of East Ridge Police Department Monthly Crime Report

MAJOR CRIMES:

Weapon Law Violations	3
Theft from Motor Vehicle	4
Motor Vehicle Theft	3
Kidnapping/Abduction	2
Drug / Narcotic Violation	16
Driving Under Influence	6
Burglary	3
Aggravated Assault	5

ACTIVITY TOTALS:

Calls for Service	2,006
Reports Written	243
Citations	90
Warnings	65



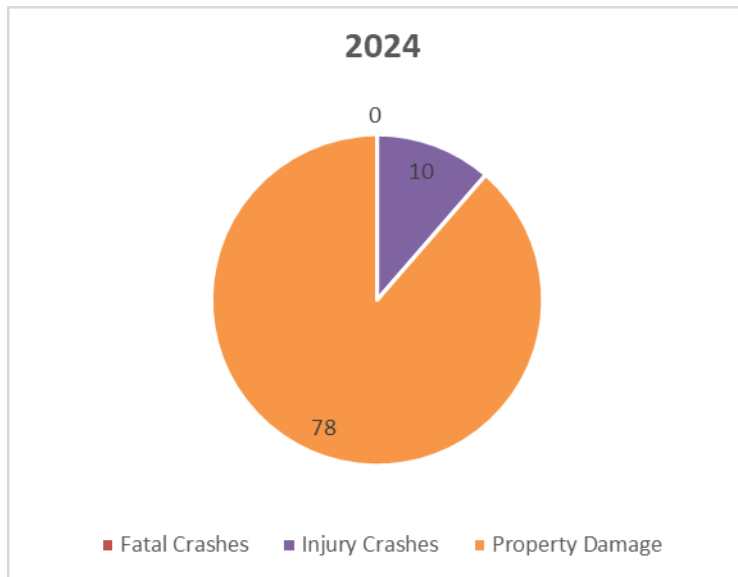
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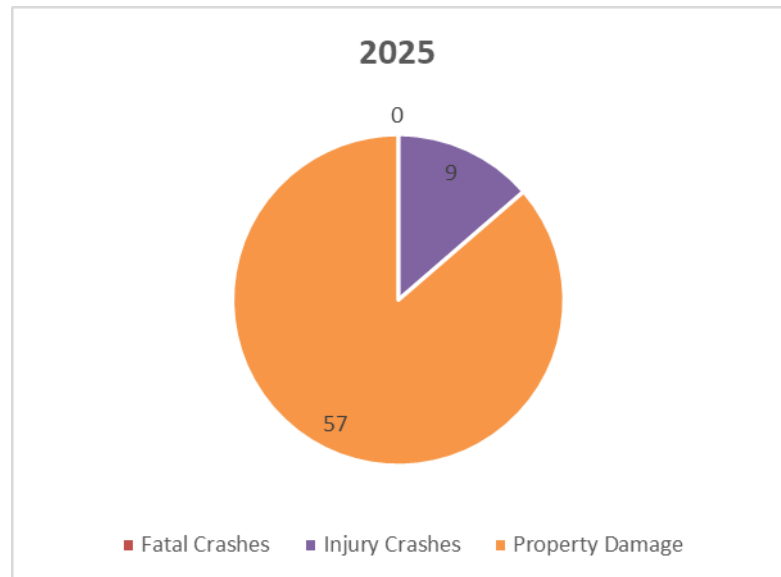
Clint Uselton
Police Chief
Police Department

June 2025 City of East Ridge Police Department TITAN Crash Monthly Report

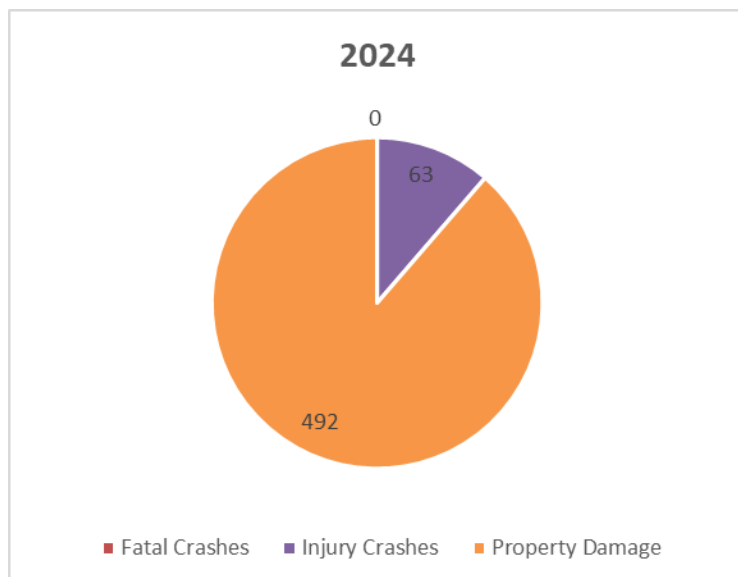
2024
88



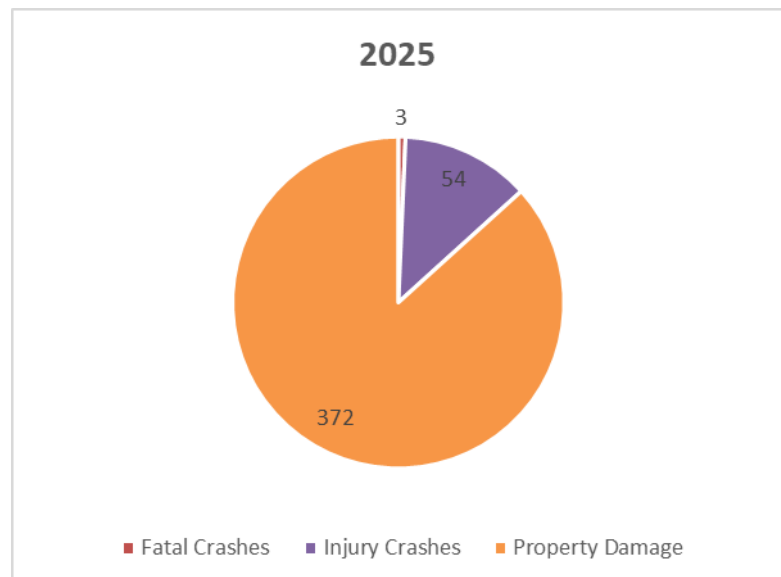
2025
66



YTD
555



YTD
429





City of East Ridge

5302 Stone Street
East Ridge, Tennessee 37412
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Clint Uselton
Police Chief
Police Department

June 2025 City of East Ridge Animal Services Monthly Report

41 cats housed at the shelter and 9 cats in foster care.

33 dogs housed at the shelter and 2 in foster care.

Responded to 128 calls for service.

Responded to 8 injured and/or sick animals.

Responded to 8 dead animals and transported them to the shelter for disposal.

Responded to 8 police assistances.

13 feral cat traps set.

9 feral cats released back to the wild.

15 cat adoptions, 3 cats returned to owners, and 2 cats transferred to another shelter/rescue.

10 dog adoptions, 9 dogs returned to owners, 2 dogs transferred to a rescue, and 1 dog transferred in from rescue.

2 cats and 0 dogs transported for euthanasia.

2 neonatal kittens passed away in foster care.

8 cats and 1 dog taken to a veterinarian.



City of East Ridge

4214 Ringgold Road
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(423)867-7711 • www.eastridgetn.gov

Mike Williams
Fire Chief
Fire Department

June 2025 City of East Ridge Fire Rescue Monthly Report



Fire Operations

The Department responded to **205** calls for service in the month of **June 2025**.

Fire Administration

- Staff scheduled fire inspections and training for each shift.
- Staff came up with the idea of installing a small extinguishing system on our department side by side to be used for vehicle fires in the park.
- Staff scheduled several public safety events during the month of June.
- Staff has been working on safety plans for the Thrillville Fair that is coming in July to Camp Jordan. This is a weeklong event and a lot of concerns must be addressed.
- Staff has been waiting on the budget to pass to order additional public education materials for our City Festival.
- Due to June being our last month in the budget, we monitored all expenses to emergency only to help close out unpaid invoices to assist Finance.
- Staff is currently working on Fire Department budget needs starting in July. Staff will start ordering equipment, scheduling training, and purchasing. These were all budgeted items.
- Staff continues to work with large vendors in the park for upcoming events. The Fire department will have crews establish a unified command post for the larger events to handle any potential incidents such as monitoring weather, medical needs, security needs, and any other potential hazards.

Training

Each shift completes a minimum of two hours of training each shift. Training topics included:

1. Facility: SCBA Evolution, RIT Operations. (2/hour minimum).
2. Company: Ground Ladders, Ref. Essentials 7 Ch. 8. (2/hour minimum).

3. Rescue: Z-Rig\Tension Diagonal, Equipment Familiarization, Maintenance, and Use. (2/hour minimum).
4. Company: Forcible Entry, Ref. Essentials 7 Ch. 9. (2/hour minimum).
5. Company: Structural Search and Rescue, Ref. Essentials 7 Ch.10. (2/hour minimum).
6. Driver Training: Pump Operations, Commercial Setup. (2/hour minimum).
7. Company: Tactical Ventilation, Ref. Essentials 7 Ch. 11. (2/hour minimum).
8. EMS: Ref. First Responder Protocol Manual, Trauma PROT-0017 to PROT-024. (2/hour minimum).
9. Fire Service: Fire Hose, Ref. Essentials 7 Ch. 12. (2/hour minimum).
10. Hazardous Materials: Recognition and ID. (2/hour minimum).

Two members are currently attending a First Responder Class at Dallas Bay Fire Department.

Maintenance

- Oil change PM on Car 1.
- Ordered two AED batteries.
- Repaired bolt in Rescue One's tire

Special Projects

- Working on installing a CLFS system on our department side by side for extinguishing vehicle fires in the park during large crowded events.
- Staff is working to update all our department Standard Operating Procedure (SOP). Staff normally complete the update about every five years.
- Over seeing that all Employee evaluations have been completed for every fire department member as required by Human Resources.

Incident Reports by Incident Type Series June 2025

TYPE OF INCIDENT	NUMBER
Passenger Vehicle Fire	1
Outside rubbish, trash, or waste fire	2
Medical Assist	76
Emergency Medical Incident, Other	1
EMS Call, excluding vehicle accident with injuries.	6
Motor Vehicle Accidents with Injuries	18
Motor Vehicle with no injuries	3
Extrication, rescue, other	1
Removal of victims from stalled elevator	2
Swiftwater rescue	1
Gas leak	4
Power line down	4
Vehicle Accident General Clean Up	1
Person in distress, other	1
Lock out	1
Vehicle Accident or general clean up	3
Person in distress	1
Lock-out	1
Public Service Assistance	4
Assist Police or Government Agency	4
Police Matter	5
Assist Invalid	20
Dispatched and canceled en route	21
Wrong Location	1
False Alarm	3
Municipal Alarm System, Malicious False	1
Alarm system sounded due to malfunction	2
Smoke detector activation due to malfunction	2
Alarm system sounded due to a malfunction	4
CO detector activation due to malfunction	1
Smoke detector activation, no fire, unintentional	10
Alarm system activation, no fire, unintentional	7
Carbon Monoxide detector activation, no CO	1
Flood Assessment	2
Total alarms for April 2025	205
Fire Property Loss	\$2750
Fire Property Saved	0
Civilian Deaths	0
Civilian Injury	0
Firefighter Injuries	0
Firefighter Deaths	0

MUTUAL AID REPORT

Mutual Aid Received	0
Mutual Aid Given	0
Auto Aid Given / Joint Response District	16
Auto Aid Received / Joint Response District	2
TOTAL MUTUAL AID CALLS:	19

CALLS TO THE CITY OF RIDGESIDE

Medical, citizen assist, non-fire related calls	0
Fire related calls	1
TOTAL CITY OF RIDGESIDE CALLS:	1

FIRE MARSHAL'S OFFICE

Annual Inspections	29
New Inspections	12
Public Education Events	6
Plan Reviews	7

OPEN RECORDS REQUESTS

NFIRS Report(s) Requested	0
Other (Fire Marshal's Office)	0



City of East Ridge

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Chris Gilbert
Supervisor
Building Maintenance

June 2025 City of East Ridge Building Maintenance Monthly Report

- Constructed training doors for the SWAT team.
- Mowed and trimmed weeds at City Hall, Community Center and Pioneer Playground (06/03/25).
- Replaced the diaphragm in the flush valve of a toilet in the Building Maintenance facility.
- Repaired the backstop for the control arm on Truck 27 for the Sanitation department.
- Pruned the lower limbs of all the trees that are mowed around City Hall, the Community Center and the Pioneer Playground.
- Adjusted the activation button on the water fountain at Pioneer Playground.
- Replaced the flush valve and diaphragm in the small stall of the women's restroom at Pioneer Playground.
- Installed a laptop bracket and radar in one of the police SUV's (06/05/25).
- Trimmed bushes around City Hall and removed the dead bushes (06/10/25)
- Repaired the claw on truck 27 for the Sanitation department.
- Relocated desks, tables and a refrigerator from the Community Center to the History Museum.
- Mowed and trimmed weeds at City Hall, Community Center and Pioneer Playground (06/11/25).
- Vacuumed and mopped the office area at the Building Maintenance facility (06/11/25).
- Sprayed weeds around City Hall, Community Center and Pioneer Playground (06/12/25).
- Trimmed bushes around the Community Center and City Hall (06/17/25 – 06/18/25).
- Mowed and trimmed weeds at City Hall, Community Center, Pioneer Playground and Animal Shelter (06/17/25).
- Edged walkways and landscaping around City Hall (06/17/25)
- Delivered two (2) containers of Clorox wipes to each department for time clock sanitation.
- Repaired the water hose at the Animal Shelter.
- Mounted the veterinarian scale at the Animal Shelter.
- Added mulch to the garden beds in front of City Hall.
- Extracted and replaced a sheared bolt from one of the Splash Pad features.
- Modified a faulty door latch at the Animal Shelter.
- Picked up water from Sam's Club (06/23/25).
- Installed two (2) multifold paper towel dispensers at the Streets and Sanitation departments.
- Replaced all the HVAC filters at the Animal Shelter (06/24/25).
- Replaced the door lock to the Court Records room.
- Mowed and trimmed weeds at the Animal Shelter (06/24/25).
- Identified multiple issues with the HVAC ductwork and dampers at the Animal Shelter (06/25/25 – 06/27/25).



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Robert Parker
Supervisor
Solid Waste Department

June 2025 City of East Ridge Solid Waste Monthly Report

SOLID WASTE REPORT:

Solid Waste Collected	665.78 tons
Recycled Materials Collected	41.67 tons
Dumpster Junk	83.49 tons
Dumpster Rentals	6
Brush Collected	68 loads
Metal Collected	2 tons
Cart Repairs / Replacement (lids / cans)	59
New / Extra Garbage Cans	16
New Recycle Cans	3



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Chris Vaughn
Supervisor
Street Department

June 2025 City of East Ridge Street Department Monthly Report

WORK ORDERS:

<i>TYPE</i>	<i>PRODUCED</i>	<i>NOTES</i>
Drain Patrol	84 Locations	Checked and cleaned
Ditch Cleaning	15 Locations	Cleaned out with back-hoe
Jettied Out Pipes	19 Locations	Water jet trailer
Street Sweeper	9 Locations	Various streets swept
Asphalt Repairs	13 Locations	Various streets repaired
Pothole Repairs	3 Locations	Bags of asphalt put out
Litter Collection	10 Locations	Trash picked up
Mowing	24 Locations	City lots
Exit 1	1 Times	Mowing and trimming
Code Yards	8 Locations	Mowing and trimming
Miscellaneous	54 Locations	Various work completed



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Jeff Crowe
Supervisor
Traffic Control

June 2025 City of East Ridge Traffic Control Monthly Report

WORK ORDERS:

<i>TYPE</i>	<i>QUANTITY</i>
New Signage	13
Signs Installed	3
Sign Maintenance	156
Shop Tasks	11
Miscellaneous	48
Resident Requests	7
Street Light Requests	2
Banners	6
Signal Repairs	29
Traffic Studies	7
ER Police Department Requests	8
ER Fire Department Requests	0



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Michael Howell
Chief Building Official
Building and Codes Department

June 2025 City of East Ridge Building and Codes Department Monthly Report

Number of Employees: 5

Michael Howell	Chief Building Official
Melissa Mahoney	Administrative Assistant / Permit Technician
Torrey Holder	Residential Building Inspector
Michael Pettyjohn	Codes Enforcement Officer
Ethan Palmer	Codes Enforcement Officer

Purpose: The purpose of the Codes Department is to ensure that all citizens and contractors are assisted concerning the issues of Building Codes and Safety and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certified and professional manner.

WORK ORDERS:

ACTIVITY	SCOPE	TOTAL
Issuing of Permits	Building (Comm. & Res.), Electrical, Plumbing, Mechanical, Fire, Sign	55 Permits
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy	131 Inspections
Re-Inspections	Trades that have failed the first inspection	13
Street Cut Permits	WWTA, Chattanooga Gas, & TAW street cut permits	6
Signs Removed	Illegal signs removed from City limits	0
Continuing Education	Training for the departments, required certification test / International Building Certification	0 Hours
Property Maintenance Liens	Unpaid property maintenance issues, including grass cutting, demo of unsafe structures, etc.	11 Liens
Housing Board	Cases involving repair or demo of the structure	5 Cases
Zoning Board	Cases involving the Zoning Ordinance	0 Cases
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing	1 Case
Plan Reviews	In-house plan reviews Commercial / Residential – Plat Reviews	14 Reviews
Unsafe Structure Abatement	Demolition of an unsafe structure	0
Code Violations	TOTAL	120
	Open Storage	32
	Disabled Vehicles	11
	Trash & Debris	11
	Post for Cleanups	40
	Other (Premise ID, Fence, Soffits, Fascia Boards, Gutters, Windows, etc.)	23
Customer Service Calls	Facilitate calls & inquiries from citizens / contractors	Daily



City of East Ridge

323 Camp Jordan Parkway
East Ridge, Tennessee 37412
(423)867~7711 • www.eastridgeparksandrec.com

Shawwna Skiles
Director
Parks and Recreation

April 2025 City of East Ridge Parks and Recreation Department Monthly Report

Admin

- Chamber Meeting
- Fall Festival planning
- Meeting with other leagues on going monthly as the season is in play
- LRPF pre-construction meeting
- Meeting with Food City about Fall Festival
- Pre-meetings with weekly events
- Golden Gloves pre-event meeting
- Facebook event post
- Interviews for full-time and part-time park workers
- A/V meeting for Venue 1921 at East Ridge

Athletic Programming Rec

- Summer 13-17 Rec Baseball League

Maintenance / Projects – Parks and Recreation

- Repaired missing bolt on foul pole on Field 5
- Fixed another foul pole that came out of the ground b/c of a kid swinging on it
- Fixed a flushing issued with a urinal in the Arena
- Worked on repairing broken tables in the Arena
- Fixed a breaker main quad
- Replaced starter on the Gator
- Worked on repairing the fencing on baseball Field 3
- Fixed belts on mowers 2 and 3

Camp Jordan Arena/Park Events

- Chattanooga Roller Derby
- Paddle Georgia
- Birdy Town Exotics
- RK Gun Show
- Flip Trade Show
- Compass Rose – GE Stamp Picnic
- Firefighters Concert

Tournaments / Athletic Events at Camp Jordan

- Baseball:
 - Perfect Game
 - Athletix World Series
 - National Champions World Series
- Softball
 - Southern Softball Association
 - Connect Summer Slam – Softball Showcase

Community Center

- 6 Aerobics memberships
- 123 Senior Programming Memberships
- 0 open gym memberships
- Prepared for renovations and closure of the Community Center
- Senior Fitness Programming relocated to the East Ridge United Methodist Church
- Prepared for Fall Festival
- Maintained the splashpad, playground and dog park
- Hosted a Senior Luncheon Picnic on June 18, 2025
- Resurfaced counters that will remain in the Community Center post-renovations
- Met with Girl Scouts leadership to discuss a partnership project for a Sensory Walk at the Pioneer Playground
- Various networking, planning, and partnership meetings



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Patty Weaver
Head Librarian
Library Department

FY24/25 Library Services Statistics as of June 30, 2025

	JULY FY24	AUG. FY24	SEPT. FY24	OCT. FY24	NOV. FY24	DEC. FY24	JAN. FY25	FEB. FY25	MAR. FY25	APR. FY25	MAY FY25	JUNE FY25	FY24/25 TOTAL
CIRCULATION (BOOKS/AUDIO)	3,436	3,302	2,700	3,053	2,517	2,749	2,939	2,268	2,860	2,800	2,761	3,082	34,467
CIRCULATION E-BOOKS	170	256	283	264	238	251	326	265	312	343	347	345	3,400
COMPUTER USERS	196	200	219	239	183	238	203	186	199	205	197	177	2,442
NEW CARDS ISSUED	42	42	25	27	33	27	28	25	39	27	24	46	385
PROGRAMS/ ATTENDANCE	17 / 413	14 / 149	23 / 955	30 / 679	16 / 207	18 / 353	20 / 170	25 / 244	25 / 277	28 / 436	22 / 333	35 / 433	273 / 4,649
DOCUMENTS NOTORIZED	12	18	20	14	10	11	16	11	4	19	8	14	157
PAGES FAXED	24	32	8	60	69	70	16	40	24	8	212	21	584
PAGES SCANNED	49	19	15	25	4	84	21	46	212	59	139	183	856
COPIES MADE	2,947	3,069	2,684	2,276	2,661	2,371	1,893	2,824	5,680	2,657	2,602	3,141	34,805
IN-DEPTH COMP ASSISTANCE	40	34	30	34	27	54	40	45	42	35	38	33	452
ITEMS CATALOGUED	91	101	114	140	94	73	115	77	91	124	90	96	1,206
ITEMS DELETED	7	18	20	16	118	7	286	122	8	58	4	100	764

46 new cards issued (35 Adult/11 Juvenile)

1 Adult Book Club - 6 participants

2 Diamond Art Club - 22 participants

4 Teen / Tween Time - 10 participants

1 Game Night - 8 participants

1 STEAM Night - 19 participants

1 Drawing w/ Mr. Alex - 11 participants

4 Story Times - 93 participants

4 Baby Story Times - 37 participants

1 Lego Club - 11 participants

1 Adult Bingo - 6 participants

3 Knitting Club - 12 participants

1 Bedtime Story Time - 4 participants

8 Watercolor Classes - 127 participants

Barry Mitchell Puppet Show - 29 participants

Stuffed Animal Sleepover - 12 participants

Build / Paint a Bear - 26 participants