

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

**June 13, 2024
6:00 pm**

1. Call to Order
2. Invocation
3. A. Roll Call
B. Milestone Awards for May 2024
4. Consent Agenda:
 - A. Approval of Minutes May 23, 2024 Council Meeting
 - B. Approval of April 2024 Financial Report
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business:
 - A. **RESOLUTION NO. 3557** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE THE NOMINATION OF _____ BY COUNCILMEMBER CAGLE TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD
9. New Business:
 - A. **PUBLIC HEARING FOR ORDINANCE NO. 1205** – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND ORDINANCE NO. 1028 TO ADD AN ADDITIONAL SECTION THERETO, BEING SECTION 111 OF ARTICLE VI (SUPPLEMENTAL REGULATIONS AND EXCEPTIONS), IN THE EAST RIDGE ZONING ORDINANCE (1st reading)
 - B. **ORDINANCE NO. 1205** – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND ORDINANCE NO. 1028 TO ADD AN ADDITIONAL SECTION THERETO, BEING SECTION 111 OF ARTICLE VI (SUPPLEMENTAL REGULATIONS AND EXCEPTIONS), IN THE EAST RIDGE ZONING ORDINANCE (1st reading)
 - C. **ORDINANCE NO. 1206** – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL MAKING AND FIXING THE ANNUAL APPROPRIATIONS OF THE SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025 (1st reading)

- D. **ORDINANCE NO. 1207** – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL SETTING THE PROPERTY TAX RATE FOR THE YEAR 2024 AT THE RATE OF \$1.2500 FOR EVERY ONE-HUNDRED DOLLARS OF ASSESSED REAL PROPERTY IN THE CITY OF EAST RIDGE (1st reading)
- E. **ORDINANCE NO. 1208** – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (1st reading)
- F. **RESOLUTION NO. 3558** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR THE INSTALLATION OF THE CITY SEAL IN THE ATRIUM OF CITY HALL
- G. **RESOLUTION NO. 3559** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH ASA ENGINEERING AND CONSULTING, INC. FOR LAND SURVEY AND SITE DESIGN SERVICES FOR THE EAST RIDGE COMMUNITY CENTER LOCAL PARKS AND RECREATION FUND GRANT PROJECT
- H. Discussion of Tentative Agenda Items for the **June 27, 2024** City Council Meeting (see Attachment A)

10. Adjourn

ATTACHMENT A
TENTATIVE AGENDA
June 27, 2024

8. Old Business:

- A. **ORDINANCE NO. 1205** - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND ORDINANCE NO. 1028 TO ADD AN ADDITIONAL SECTION THERETO, BEING SECTION 111 OF ARTICLE VI (SUPPLEMENTAL REGULATIONS AND EXCEPTIONS), IN THE EAST RIDGE ZONING ORDINANCE (2nd and final reading)
- B. **ORDINANCE NO. 1206** – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL SETTING THE PROPERTY TAX RATE FOR THE YEAR 2024 AT THE RATE OF \$1.2500 FOR EVERY ONE-HUNDRED DOLLARS OF ASSESSED REAL PROPERTY IN THE CITY OF EAST RIDGE (2nd and final reading)
- C. **ORDINANCE NO. 1207** – AN ORDINANCE OF THE CITY OF EAST RIDGE, TENNESSEE, MAKING AND FIXING THE ANNUAL APPROPRIATIONS OF THE SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025 (2nd and final reading)
- D. **ORDINANCE NO. 1208** - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (2nd and final reading)

9. New Business:

- A. **RESOLUTION NO. ____** - Approval of the Victus Proposal for a Sports Facility Feasibility Study for Camp Jordan Park
- B. **RESOLUTION NO. ____** - Approval of Assessments for McBrien School
- C. **RESOLUTION NO. ____** - Approval to Purchase a Used Pick-up Truck for the Fire Department
- D. **RESOLUTION NO. ____** - Approval of Masonry Sand Bids for Parks and Rec
- E. **RESOLUTION NO. ____** - Approval of Fall/Winter Uniform Bids for Parks and Rec
- F. **RESOLUTION NO. ____** - Sale of Flood Property on Jordan Run Road
- G. **RESOLUTION NO. ____** - Approval of Change Order #003 for East Ridge Animal Shelter – Extension of five (5) days to contract time

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

**May 23, 2024
6:00 pm**

The East Ridge City Council met pursuant to notice on May 23, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Pamela Beard, Action Church, gave the invocation. All joined in the Pledge of Allegiance to the Flag.

Present: Mayor Williams, Councilmember Cagle, Councilmember Tyler, Councilmember Witt, City Manager Miller, and City Recorder Middleton. Vice Mayor Haynes and City Attorney Litchford were not present. Attorney Michael Holloway was present for City Attorney Litchford.

Attendance: 5

Consent Agenda:

- A. Approval of Minutes May 9, 2024 Council Meeting
- B. Approval of March 2024 Financial Report

Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve the Consent Agenda. The vote was unanimous. Motion approved.

Communication from Citizens:

Aaron Oliver, 3934 South Mission Oaks Drive, discussed drainage problems coming from the road onto his property.

Communication from Councilmembers:

Councilmember Cagle thanked Rev. Danny Lance for allowing the schools to hold graduations on the Action Church property.

Councilmember Witt expressed her condolences to the Haynes family on the passing of Vice Mayor Haynes mother-in-law. She also wished Councilmember Tyler a Happy Birthday. She thanked Police Office Sharp for her ride-along on the previous Friday.

Councilmember Tyler wished Councilmember Witt and her husband a Happy Anniversary. He also stated the Optimist Club fishing rodeo will be held on Saturday, June 8th at Camp Jordan. Registration begins at 8:30, and fishing begins at 9 am. There will be trophies, food, and door prizes.

Mayor Williams announced the following:

- Library
 - Messtival – May 29, 2024, 3:00 – 4:30 pm - Kickoff for Summer Reading Program, includes foam/bubble machine, popcorn, and snocones.
 - Novel Idea Book Club – Next meeting is June 8th at 11 am.
- Park and Recreation
 - Various sporting events, festivals, car shows, check out the website calendar for all events.
 - National Senior Fitness Day, May 29, 2024, 7:00 am – 10:00 am - walk around the playground.
 - Fall festival September 28th – vendor booths, foods, entertainment, etc.
- Condolences to the Haynes family on the passing of Vice Mayor Haynes’ mother-in-law.
- Happy Birthday to Councilmember Tyler and Happy Anniversary to Councilmember Witt and her husband.

Communication from City Manager:

- Multi Modal Project – Mr. Miller stated the last progress meeting was held this morning. Talley Construction is working on the punch list of outstanding items. Two items that need to be completed are:
 - Thermal striping on McBrien Road, Marlboro Road, and Belvoir Avenue at the Ringgold Road intersections.
 - Installing handrails on the south side of Ringgold Road at the curb drop offs. This work should be done in about two weeks and the State will do their inspections.
- The west side of McBrien Road will be closed for one week beginning June 3, 2024 in order to run water to the new Animal Shelter.
- Animal Services will be temporarily closed for the next two weeks due to an outbreak of parvo. There is no risk to the public and operations should resume on June 5th. Mayor Williams asked if the City would need to shut down the dog park. City Manager Miller stated there is no justification at this time to shut down the park.

Old Business: None

New Business:

RESOLUTION NO. 3550 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY HORN AND ASSOCIATES TO PROVIDE GRANT ADMINISTRATION AND DESIGN SERVICES FOR A LOCAL PARKS AND RECREATION FUND (“LPRF”) PROJECT AT THE EAST RIDGE COMMUNITY CENTER – Attorney Holloway read on caption. City Manager Miller stated the City advertised for Requests for Qualifications (“RFQs) for this project, receiving four. This is for an LPRF grant of \$1.2 million with the City responsible for 50%. The City received four proposals from Allen & Hoshall, 45 Architecture & Interiors, Kimley Horn, and Artech Design Group. After interviewing all four firms, staff is recommending Kimley Horn, because they are the only firm that has LPRF grant administration

experience. Mr. Miller stated the fees for project management, design, construction drawings, grant admin, etc. will be \$160,000. The grant is for enlarging the gym, enhancing the senior room, remodeling the kitchen, and making the restrooms in the senior area ADA compliant. It does not cover lobby restrooms. There are funds in the 2024-2025 budget in the Capital Improvements Fund for this project. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3550. The vote was unanimous. Motion approved.

RESOLUTION NO. 3551 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR THE REPLACEMENT OF THE EXTERIOR SIDING AND THE PAINTING OF THE SANITATION AND STREETS 2-STORY BUILDING LOCATED AT 1015 YALE STREET – Attorney Holloway read on caption. City Manager Miller stated the City bid out this project with three bids being received. Williams Development LLC was the lowest bid at \$18,900. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3551. The vote was unanimous. Motion approved.

RESOLUTION NO. 3552 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF THE EAST RIDGE COMMUNITY CENTER FOR BI-MONTHLY OPTIMIST CLUB MEETINGS – Attorney Holloway read on caption. City Manager Miller stated the Optimist Club has held their meetings at the Center for many years. Councilmember Witt made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3552. Roll call vote: Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3553 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF CAMP JORDAN ARENA BY THE EAST RIDGE OPTIMIST CLUB FOR A KARS FOR KIDS AUTO AND MOTORCYCLE SHOW FUNDRAISER – Attorney Holloway read on caption. City Manager Miller stated that proceeds from this event help fund youth activities such as the fishing rodeo, oratorical contest, etc. Councilmember Witt made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3553. Roll call vote: Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3554 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO ALLOW THE EAST RIDGE OPTIMIST CLUB TO USE THE CITY HALL FRONT PARKING LOT FOR THEIR ANNUAL BOO-B-QUE FUNDRAISER – Attorney Holloway read on caption. City Manager Miller stated this is the Optimist Club's annual barbecue. Roll call vote: Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3555 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST #002 FROM JC CURTIS CONSTRUCTION CO., LLC IN REGARD TO THE CONSTRUCTION OF THE NEW EAST RIDGE ANIMAL SHELTER – Attorney Holloway read on caption. City Manager Miller stated due to inclement weather in the month of March, JC Curtis was not able to work on the Animal Shelter for ten

days out of the month. Subtracting the baseline of eight days, it leaves two days to add to the change order. There is no cost to the City associated with this change order, only the extension of two days. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3555. The vote was unanimous. Motion approved.

RESOLUTION NO. 3556 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE THE NOMINATION OF _____ BY COUNCILMEMBER WITT TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD – Attorney Holloway read on caption. Councilmember Witt thanked Estes Cocke for his service on the IDB. Ms. Witt nominated Jessica Crowe. Councilmember Tyler made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3556, appointing Jessica Crowe. The vote was unanimous. Motion approved.

RESOLUTION NO. 3557 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE THE NOMINATION OF _____ BY COUNCILMEMBER CAGLE TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD – Attorney Holloway read on caption. Councilmember Cagle nominated Richard Cook. No motion was made for this nomination. This item will move forward to the June 13, 2024 agenda.

Discussion of Tentative Agenda Items for the **June 13, 2024** City Council Meeting

- Milestone Awards for May 2024
- Old Business:
 - Nomination for the Industrial Development Board will carry over to the June 13th meeting
- New Business:
 - **PUBLIC HEARING FOR ORDINANCE NO. ____ - Amendments to Ordinance 481 relating to the East Ridge Sign Ordinance No. 1028 (1st reading)** – Chief Building Official Howell presented amendments to the sign ordinance as follows:
 - Lights that outline or are placed on windows and doors, and door openings, either inside or outside the business and which are visible to the public are prohibited, such as strobe lights, lights that mimic flashing emergency lights, neon lights or strips, rope lights, etc.
 - Total maximum front window space occupied by signs or merchandise shall not exceed 50% of the total front window area. The word canopy from storefront lighting requirements will be removed, and allow non-flashing “open” signs that meet the requirements of the ordinance.
 - Blinds in windows shall not be completely engaged in a down position for more than 50% of the time the business is open.
 - Multi-tenant detached monument signs – size and height will be based on square footage of the development.

Mr. Howell stated the City is trying to mimic the City of Gatlinburg regarding LED strip lighting to cut down on light pollution that bleeds into residential areas. Councilmember Tyler asked if the amendments will cover neon beer signs in stores and restaurants. Mr. Howell stated that it would. Mr. Tyler stated that could be overreaching.

- **ORDINANCE NO. ____ - Amendments to Ordinance 481 relating to the East Ridge Sign Ordinance No. 1028 (1st reading)** – No further discussion.
- **ORDINANCE NO. ____ - Approval to Set the Property Tax Rate For The Year 2024 at \$1.2500 (1st reading)** – Mr. Miller stated this will be first reading of the tax rate ordinance followed by first reading of the ordinance to approve the FY 2024-2025 budget.
- **ORDINANCE NO. ____ - Approval of the FY 2024-2025 Budget (1st reading)** – No further discussion
- **ORDINANCE NO. ____ - Budget Amendment (1st reading)** – Finance Director Qualls stated this amendment will be the last for the fiscal year and is just to account for unexpected revenues or expenditures.

City Manager Miller stated he read an article in the Times Free Press that stated East Ridge has the lowest tax rate in Hamilton County except for the towns of Walden and Lakesite.

Mayor Williams thanked Attorney Michael Holloway for representing City Attorney Litchford. The Mayor wished everyone a safe holiday weekend.

Being no further business, the meeting was adjourned.

City of East Ridge

Summary Financial Statement of Revenues and Expenditures
Apr-24

Unaudited		Spent YTD			83.33%	
FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
110 General Fund						
REVENUE						
31100	Property Taxes	6,569,000	6,103,642	6,373,389	97.02%	83.33%
31200	Property Taxes (Delinquent)	500,000	549,905	209,540	41.91%	83.33%
31610	Local Sales Tax - Co. Trustee	3,600,000	3,255,441	3,505,859	97.38%	83.33%
31611	Incremental State Sales Tax	9,304,398	6,237,367	7,397,436	79.50%	83.33%
31710	Wholesale Beer Tax	420,000	362,381	354,775	84.47%	83.33%
31800	State Net Allocation	290,000	117,845	109,872	37.89%	83.33%
31810	Minimum Business Licenses	7,000	9,217	3,423	48.91%	83.33%
31824	Solicitors Permit	0	0	115	0.00%	83.33%
31827	5% State Commission	22,000	4,612	9,364	42.56%	83.33%
31912	* Cable TV Franchise Tax	200,000	112,756	115,839	57.92%	83.33%
31961	Liens Collected by Trustee	25,000	39,527	28,374	113.49%	83.33%
32120	Wrecker Licenses	350	350	400	114.29%	83.33%
32200	Alcoholic Beverage Tax	200,000	189,023	206,039	103.02%	83.33%
32210	Beer Licenses & Etc.	8,000	7,964	7,454	93.17%	83.33%
32220	Liquor Licenses	3,500	3,450	450	12.86%	83.33%
32225	Fireworks Fees/Permits	3,000	1,000	5,000	166.67%	83.33%
32226	Annual Fireworks Permit Fee	300	100	500	166.67%	83.33%
32610	Building Permits	200,000	168,766	82,118	41.06%	83.33%
32615	Fire Preventions/Permits	1,000	1,795	1,835	183.50%	83.33%
32620	Electrical Permits	30,000	24,777	15,147	50.49%	83.33%
32630	Plumbing Permits	15,000	17,245	11,419	76.13%	83.33%
32640	Natural Gas Permits	2,000	1,359	1,784	89.20%	83.33%
32650	Excavating Permits (St. Opening	4,000	4,630	16,400	410.00%	83.33%
32660	Zoning Permits	4,000	4,125	4,050	101.25%	83.33%
32671	Regular Sign Permits	3,500	3,460	3,790	108.29%	83.33%
32672	Temporary Sign Permits	300	75	0	0.00%	83.33%
32690	Plan Review Fees	100	0	0	0.00%	83.33%
32691	Tree Trimming Permits	100	0	30	30.00%	83.33%
32905	Other Code Enforcement Fees	25,000	46,528	16,460	65.84%	83.33%
32960	Yard Sale Permits	200	0	40	20.00%	83.33%
32990	Mechanical Permits	15,000	22,726	19,298	128.65%	83.33%
33140	ARPA Funds - Federal	0	3,142,492	0	0.00%	83.33%
33190	FEMA/TEMA FY 2021	0	18,280	0	0.00%	83.33%
33191	Direct Appropriation State of TN	300,000	5,000,000	300,000	100.00%	83.33%
33410	State Law Enforcement Education	37,600	31,200	31,200	82.98%	83.33%
33430	State Fire Service Educational Grant	19,200	20,000	0	0.00%	83.33%
33510	State Sales Tax	2,627,122	1,942,907	2,013,269	76.63%	83.33%
33511	Interstate Telecom. Sales Tax	5,000	2,894	3,606	72.13%	83.33%
33512	Sportsbetting	32,000	25,375	29,467	92.08%	83.33%
33513	Occupcity Tax	1,500	1,152	1,690	112.64%	83.33%
33515	State Sales Tax/Telecommunications	500	793	0	0.00%	83.33%
33520	State Income Tax	0	0	0	0.00%	83.33%
33530	** State Beer Tax	10,192	10,122	9,743	95.60%	83.33%
33540	State Mixed Drink Tax	95,000	76,153	95,023	100.02%	83.33%
33552	State-City Streets And Transportation	40,565	27,073	30,451	75.07%	83.33%
33560	Seized/Awarded by State	0	0	0	0.00%	83.33%
33591	* TVA - Gross Receipts Tax	266,004	203,274	203,971	76.68%	83.33%
33593	Corporate Excise Tax	6,000	6,139	1,386	23.10%	83.33%
34121	Clerks' Fees - Business Tax	2,000	2,240	1,895	94.75%	83.33%
34211	Accident Report Charges	2,000	2,355	1,438	71.90%	83.33%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
34212	Driver Licenses Reinstatement Fee	2,000	1,765	1,530	76.50%	83.33%
34221	Ridgeside Fire Service Contract	116,604	83,731	97,170	83.33%	83.33%
34231	Police Services	0	187	882	0.00%	83.33%
34314	Mowing	9,800	0	0	0.00%	83.33%
34500	Donations - New Animal Shelter	5,000	8,396	4,080	81.61%	83.33%
34515	Rabies & Spay/Neuter Cert.	500	0	240	48.00%	83.33%
34516	Registration	500	175	1,563	312.60%	83.33%
34517	Adoption	1,000	185	1,337	133.70%	83.33%
34518	Board & Impound Fees	1,000	95	560	56.00%	83.33%
34520	A/S Donations-Designated	1,000	500	300	30.00%	83.33%
34641	Indoor Soccer Income	178,350	139,944	180,396	101.15%	83.33%
34642	Community Center Income	40,000	32,773	38,340	95.85%	83.33%
34643	Outdoor Soccer Fees	70,000	67,590	83,970	119.96%	83.33%
34644	Baseball Fees	35,000	33,488	42,087	120.25%	83.33%
34645	Softball Fees	25,000	27,208	17,303	69.21%	83.33%
34646	Gate	30,000	30,342	41,806	139.35%	83.33%
34648	Adult League - Softball	30,000	29,319	28,615	95.38%	83.33%
34649	Concerts/Events - Camp Jordan	10,000	6,638	715	7.15%	83.33%
34651	Multi-Purpose Building (Arena)	140,000	133,130	116,437	83.17%	83.33%
34652	Pavilion Rental	18,000	9,755	17,376	96.53%	83.33%
34653	Track Rental	2,000	288	1,102	55.10%	83.33%
34654	Field Rental	62,000	57,522	50,390	81.27%	83.33%
34655	Amphitheater	14,000	10,500	11,536	82.40%	83.33%
34656	Concessions	40,000	31,418	43,218	108.04%	83.33%
34657	Overnight - Rv Rental	18,000	17,500	12,752	70.84%	83.33%
34658	Tournament Team Fees	1,500	1,967	3,290	219.33%	83.33%
34712	Sponsorship/Parks & Rec	5,000	4,700	4,650	93.00%	83.33%
34720	Football Gate	3,000	0	4,939	164.64%	83.33%
34751	Basketball Gate	18,000	16,851	17,433	96.85%	83.33%
34742	Basketball Player Fees	16,000	15,730	22,470	140.44%	83.33%
34743	Football Player Fees	11,000	10,090	21,063	191.49%	83.33%
34744	Photography	1,200	1,135	1,028	85.70%	83.33%
34745	Vending/Concessions	8,000	5,113	14,353	179.42%	83.33%
34746	Cheerleading	2,000	1,608	940	47.00%	83.33%
34747	Rent-Arena Equipment	25,000	6,121	20,567	82.27%	83.33%
34749	Soccer Field Rentals	60,000	47,120	63,811	106.35%	83.33%
34760	Library Charges	1,200	855	679	56.58%	83.33%
34761	Library - Copies	1,500	450	702	46.83%	83.33%
34794	Community Center M. Fee	1,000	565	1,485	148.50%	83.33%
35100	Municipal Court Fines & Costs	400,000	309,748	258,904	64.73%	83.33%
35110	Forfeiture of Bond	0	0	7,500	0.00%	83.33%
35120	Public Defender Fees	500	25	0	0.00%	83.33%
35150	Diversion Filing	300	0	0	0.00%	83.33%
36100	Interest Earnings	5,000	8,084	8,460	169.20%	83.33%
36211	Rent - Cell Tower	42,925	10,771	40,771	94.98%	83.33%
36310	Sale of Land	0	250,000	0	0.00%	83.33%
36330	Sale Of Equipment	10,000	16,046	3,974	39.74%	83.33%
36350	Insurance Recoveries	50,000	55,165	57,234	114.47%	83.33%
36901	Pipes/Culverts	3,000	3,203	1,824	60.79%	83.33%
36902	Repayment - Damages- Traffic Device	0	0	0	0.00%	83.33%
36903	Christmas Parade	500	645	595	105.76%	83.33%
36905	Police - Sale of Surplus	15,000	22,453	15,864	105.76%	83.33%
36906	Fire - Sale of Surplus	5,000	14,931	36,766	735.33%	83.33%
36990	Miscellaneous Revenues	25,000	19,263	13,099	52.39%	83.33%
36992	Hamilton County	20,000	0	0	0.00%	83.33%
37200	AHO - Fines/Court Costs	1,500	300	0	0.00%	83.33%
	Use of Fund Balance	245,450	0	0	0.00%	83.33%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
	Total Revenues	26,725,760	29,347,899	22,639,448	85.50%	83.33%
	EXPENDITURES					
41000	General Government	1,308,188	1,079,165	1,197,150	91.51%	83.33%
41100	Administrative	1,051,215	885,454	838,441	79.76%	83.33%
41111	City Council	99,490	88,008	76,100	76.49%	83.33%
41210	Municipal Court	395,640	308,792	290,042	73.31%	83.33%
41520	City Attorney	137,075	125,564	86,365	63.01%	83.33%
41800	Buildings & Grounds Maintenance	362,274	260,026	201,850	55.72%	83.33%
41900	City Hall Complex	51,975	46,692	41,076	79.03%	83.33%
42100	Police	2,525,428	1,899,324	1,958,456	77.55%	83.33%
42121	Criminal Investigation	879,088	549,493	565,674	64.35%	83.33%
42123	Patrol	2,811,004	2,150,761	2,383,855	84.80%	83.33%
42125	School Resource	300,000	0	122,584	40.86%	83.33%
42125	Traffic Division	343,290	137,843	123,726	36.04%	83.33%
42200	Fire Department	3,654,114	2,761,401	3,128,463	85.61%	83.33%
42400	Building/Planning/Zoning	688,506	460,619	476,436	69.20%	83.33%
43110	Highway And Street	640,288	383,462	490,227	76.56%	83.33%
43120	Traffic Control & Street Markers	389,132	274,262	340,492	87.50%	83.33%
43170	Transfer Station/Brush Pit/Fleet	9,600	9,450	13,603	141.69%	83.33%
44140	Animal Control	339,617	277,342	257,311	75.77%	83.33%
44410	Parks and Recreation	1,151,350	698,337	869,066	75.48%	83.33%
44420	Multi-Purpose Recreation Bldg	278,454	212,026	212,627	76.36%	83.33%
44430	Community Center	303,540	159,631	244,877	80.67%	83.33%
44450	McBrien Complex	1,400	937	863	61.61%	83.33%
44610	Soccer - Recreation	69,400	42,953	58,688	84.56%	83.33%
44620	Soccer - Indoor	72,700	83,862	110,256	151.66%	83.33%
44630	Baseball/Softball	82,700	52,944	76,230	92.18%	83.33%
44640	Football/Cheer	17,550	13,893	18,466	105.22%	83.33%
44650	Adult Softball	54,800	25,875	27,737	50.61%	83.33%
44700	Basketball	18,000	17,736	24,281	134.90%	83.33%
44800	Libraries	301,906	204,794	201,709	66.81%	83.33%
44810	History Museum	1,225	844	600	48.97%	83.33%
46500	Community Development Programs	10,000	9,810	3,863	38.63%	83.33%
43530	Transfer to ARPA Fund	0	0	0	0.00%	83.33%
47200	Economic Development	6,705,798	7,398,801	6,380,315	95.15%	83.33%
49100	Debt Service	96,013	0	96,013	100.00%	83.33%
49400	Capital Projects - Transfer Out	2,279,613	375,000	0	0.00%	83.33%
	Total Expenditures	26,725,760	20,995,100	20,917,438	78.27%	83.33%
Total ## General Fund		0	8,352,800	1,722,009		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
121 State Street Aid						
REVENUE						
33450	State Grant - TIP Funds	415,000	3,107	1,847	0.45%	83.33%
33460	State Grant - HIP Funds	260,000	8,276	12,773	4.91%	83.33%
33550	2017 Gas Tax Improve	200,000	148,741	129,656	64.83%	83.33%
33551	State Gasoline And Motor Fuel Tax	570,000	430,135	424,421	74.46%	83.33%
33558	City Transport Mod Tax (Electric)	0	0	1,241	0.00%	83.33%
36100	Interest Earnings	100	149	158	157.61%	83.33%
36330	Sale of Equipment	0	0	0	0.00%	83.33%
	Use of Fund Balance	1,474,849	0	78,138	0.00%	83.33%
	Total Revenues and Other Sources	2,919,949	590,409	648,235	39.45%	83.33%
EXPENDITURES						
43190	State Street Aid	2,919,949	279,076	648,235	22.20%	83.33%
	Total Expenditures	2,919,949	279,076	648,235	22.20%	83.33%
Total	## State Street Aid Fund	0	311,332	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
122 Grant Fund						
REVENUE						
33109	CSX Transportation Grant - 2022	0	25,000	0	0.00%	83.33%
33114	TML Driver Safety Grant	4,000	4,000	0	0.00%	83.33%
33120	TDOT 2015 Multi Modal Grant	0	0	0	0.00%	83.33%
33425	Aquatic Stream Clean Grant	1,000	443	0	0.00%	83.33%
33493	TML Safety Grant	3,000	3,000	3,000	100.00%	83.33%
36100	Interest Earnings	0	15	1	0.00%	83.33%
36420	Police Traffic Safety Grant	0	4,548	0	0.00%	83.33%
36421	TN AM Grants	0	1,000	1,000	0.00%	83.33%
36422	Target Grant	0	0	0	0.00%	83.33%
36423	Animal Foundation Grants	0	0	425	0.00%	83.33%
36711	Safety Conservation Grant	4,000	4,750	0	0.00%	83.33%
36920	THS089-Police	0	1,120	0	0.00%	83.33%
36921	Homeland Security - Police	0	0	0	0.00%	83.33%
36922	Homeland Security - Fire	0	0	0	0.00%	83.33%
36925	Violent Crime Intervention Grant	190,000	0	123,322	64.91%	83.33%
36962	Operating Transfers-Capital Projects	0	0	0	0.00%	83.33%
	Use of Fund Balance	8,000	17,955	71,468	0.00%	83.33%
	Total Revenues and Other Sources	210,000	61,831	199,216	63.24%	83.33%
EXPENDITURES						
43150	Grants	210,000	61,831	199,216	93.30%	83.33%
	Total Expenditures	210,000	61,831	199,216	93.30%	83.33%
Total	## Grant Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
127 Drug Investigation Fund						
REVENUE						
33197	Federal/State Grants	10,000	0	6,175	61.75%	83.33%
33560	Seized/Awarded by State	35,000	99,222	44,302	126.58%	83.33%
35200	Drug Fines	20,000	38,767	12,661	63.30%	83.33%
35400	Sale of Confiscated Property	2,000	519	0	0.00%	83.33%
36990	Misc. Revenues	0	0	500	0.00%	83.33%
	Use of Fund Balance	0	0	0	0.00%	83.33%
	Total Revenues and Other Sources	67,000	138,508	63,638	94.98%	83.33%
EXPENDITURES						
42129	Drug Investigation and Control	67,000	18,273	15,453	23.06%	83.33%
	Total Expenditures	67,000	18,273	15,453	23.06%	83.33%
Total	## Drug Investigation Fund	0	120,236	48,185		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
130 Economic Development Fund						
REVENUE						
31611	Incremental State Sales Tax Rev	6,628,998	3,669,829	6,260,249	94.44%	83.33%
36100	Interest Earnings	0	7	31	0.00%	83.33%
	Transfer In	0	0	0	0.00%	83.33%
	Use of Fund Balance	0	155,000	0	0.00%	83.33%
	Total Revenues and Other Sources	6,628,998	3,824,836	6,260,280	94.44%	83.33%
EXPENDITURES						
	Economic Development	5,557,478	3,824,836	5,188,698	93.36%	83.33%
	Debt Payment	1,071,520	0	1,071,520	100.00%	83.33%
	Total Expenditures	6,628,998	3,824,836	6,260,218	94.44%	83.33%
Total ## Economic Development Fund		0	0	31		83.33%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
131 Solid Waste Fund						
REVENUE						
33190	FEMA/TEMA 2021	0	0	0	0.00%	83.33%
34416	Special Assessment - Garbage	1,629,279	1,457,492	1,470,907	90.28%	83.33%
34418	Extra Cans	1,500	1,605	1,350	90.00%	83.33%
34420	Dumpster Rentals	6,000	4,166	4,240	70.67%	83.33%
34422	Recycling - Transfer Station	2,000	4,620	3,743	187.15%	83.33%
34426	Sale Of Mulch	200	86	44	0.00%	83.33%
34430	Refuse Collection And Disposal	2,000	862	656	26.82%	83.33%
36330	Sale of Equipment	0	0	0	0.00%	83.33%
36350	Insurance Recoveries	0	0	0	0.00%	83.33%
	Use of Fund Balance	0	327,578	175,025	0.00%	83.33%
	Total Revenues and Other Sources	1,640,979	1,796,409	1,655,966	90.25%	83.33%
EXPENDITURES						
43200	Solid Waste	1,906,979	1,796,409	1,655,966	83.55%	83.33%
	Total Expenditures	1,906,979	1,796,409	1,655,966	83.55%	83.33%
Total	## Solid Waste Fund	-266,000	0	0		

Budget amended to reflect payment of garbage truck ordered in FY 2023.

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
212 TML Loan Fund						
REVENUE						
31920	Room Occupancy Tax	713,774	520,538	600,228	84.09%	83.33%
36100	Interest Earnings	1,000	42,407	89,155	8915.46%	83.33%
37940	Transfer In	1,401,000	0	1,401,000	23.52%	83.33%
	Use of Fund Balance	0	95,319	0	0.00%	83.33%
	Total Revenues and Other Sources	2,115,774	658,264	2,090,383	98.80%	83.33%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	145,564	144,872	144,230	99.08%	83.33%
49114	Refunding Bond Issue - 2021	836,763	97,981	837,263	100.06%	83.33%
49300	Series 2022 Bond Issue	726,325	18,915	490,772	67.57%	83.33%
49310	2015 - Exit One/Capital Projects	208,875	210,750	208,875	100.00%	83.33%
49410	Public Safety Capital Outlay Note	0	48,955	0	0.00%	83.33%
49411	Public Safety Capital Outlay Note	0	482	0	0.00%	83.33%
49412	Public Safety - Lease Purchase	37,800	30,000	0	0.00%	83.33%
49413	Public Safety - Capital Outlay Note	106,917	106,309	102,041	95.44%	83.33%
49414	Public Safety - Lease Purchase	53,530	0	53,530	100.00%	83.33%
	Total Expenditures	2,115,774	658,264	1,836,710	86.81%	83.33%
Total	## TML Loan Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
341 Capital Projects Fund						
REVENUE						
33113	LPRF 2018 - Pioneer Playground	0	0	0	0.00%	83.33%
33120	TDOT 2015 Multi Modal Grant	3,000,000	0	776,988	25.90%	83.33%
33123	Dog Dash Grant	0	0	0	0.00%	83.33%
34510	Dog Park Donations	0	0	0	0.00%	83.33%
36421	TN American Water Grant	0	250,000	0	0.00%	83.33%
36915	Bond Proceeds	7,000,000	2,645,221	2,289,244	32.70%	83.33%
36992	Hamilton County	1,000,000	0	0	0.00%	83.33%
37940	Operating Transfers - Other Funds	2,279,613	1,361,442	0	0.00%	83.33%
	Use of Fund Balance	0	0	650,065	0.00%	83.33%
	Total Revenues and Other Sources	13,279,613	4,256,662	3,716,297	23.09%	83.33%
EXPENDITURES						
41800	Bldg & Grounds/Maintenance	500,000	31,415	284,859	56.97%	83.33%
41920	Multi Purpose Pavillion - Town Ctr	0	0	142,544	0.00%	83.33%
43110	Multi Modal Project - Ringgold Road	4,000,000	3,494,455	2,695,605	67.39%	83.33%
43121	North Mack Smith Road	4,850,000	437,975	246,781	5.09%	83.33%
43122	Resurfacing Projects	500,000	16,655	1,800	0.36%	83.33%
43123	Park Ridge Access Road	0	3,094	0	0.00%	83.33%
44410	Parks & Recreation	0	63,711	46,248	0.00%	83.33%
44421	Splash Pad/Playground	0	0	0	0.00%	83.33%
44423	Dog Park - Town Center	0	0	0	0.00%	83.33%
44424	Animal Shelter Building	1,600,000	14,000	213,292	13.33%	83.33%
44425	Dickert Pond Boardwalk & Pier	77,417	68,225	52,623	67.97%	83.33%
44426	Fuel Tank - Public Safety Facility	125,000	0	0	0.00%	83.33%
44430	Community Center - Upgrade	0	0	12,545	0.00%	83.33%
47200	Economic Development	50,000	39,906	20,000	40.00%	83.33%
	Total Expenditures	11,702,417	4,169,436	3,716,297	31.76%	83.33%
Total	## Capital Projects Fund	1,577,196	82,226	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
410 ARPA FUND						
REVENUE						
37940	Transfer In	0	0		0.00%	83.33%
	Use of Fund Balance	4,142,192	1,207,289	1,466,133	0.00%	83.33%
	Total Revenues and Other Sources	4,142,192	1,207,289	1,466,133	0.00%	83.33%
EXPENDITURES						
44424	Animal Shelter Facility	3,142,192	0	835,594	26.72%	83.33%
46490	Stormwater Projects - Ringgold Road	1,000,000	1,207,289	626,539	15.13%	83.33%
	Total Expenditures	4,142,192	1,207,289	1,466,133	20.13%	83.33%
Total	## Capital Projects Fund	0	0	0		

RESOLUTION NO 3557

**AGENDA MEMORANDUM
INDUSTRIAL DEVELOPMENT BOARD
APPOINTMENT
June 13, 2023**

Submitted by:


Janet Middleton, City Recorder

SUBJECT:

Appointment to the Industrial Development Board will need to be made for the following term that expired on June 11, 2024:

Member:	Appointed by:	Current Term:
Jeff Ezell	Councilmember Cagle	02/09/23 – 6/11/24
		<i>Filled unexpired term of</i>
		<i>Susan Thomas</i>

The appointment is for a six-year term.

RESOLUTION NO. 3557

**A RESOLUTION OF THE EAST RIDGE CITY
COUNCIL TO APPROVE THE NOMINATION OF
_____ BY COUNCILMEMBER CAGLE TO
THE EAST RIDGE INDUSTRIAL DEVELOPMENT
BOARD**

WHEREAS, the City of East Ridge, Tennessee established the East Ridge Industrial Development Board (“IDB”) in accordance with T.C.A. § 6-2808 *et seq.* (now codified at T.C.A. § 7-53-101 *et seq.*) pursuant to a resolution duly adopted by the then Mayor and City Commission for the City of East Ridge on November 8, 1979; and

WHEREAS, the East Ridge Industrial Development Board fulfills an important role with regard to new development in the City; and

WHEREAS, the City Council elects certain of the citizens of the City of East Ridge in accordance with T.C.A. § 7-53-301 to be directors of the IDB.

WHEREAS, the term for current IDB director Jeff Ezell is set to expire on June 11, 2024 and pursuant to T.C.A. §7-53-301, the City Council shall elect citizens of the City of East Ridge for a term of six (6) years to fill the vacant director positions.

NOW, THEREFORE, BE IT RESOLVED that the City Council for the City of East Ridge hereby approves the nomination of _____ by Councilmember Cagle to be a director on the Industrial Development Board for a six (6) year term from June 12, 2024 – June 11, 2030.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately after its passage, the public welfare of the City requiring it.

Adopted this _____ day of _____ 2024.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

ORDINANCE NO. 1205

AGENDA MEMORANDUM

Amendments to Ordinance 481 relating to Ordinance 1028 the East Ridge Sign Ordinance

Date: June 13, 2024

Submitted by:


Michael Howell, Chief Building Official

SUBJECT:

On May 6, 2024, Building Department Staff requested the East Ridge Planning Commission to review and discuss amending Ordinance 481 relating to Title 14, chapter 2, Article 6, sections 108 through 110 for on-premises and off-premises signs and billboard regulation. (Ordinance 1028)

The proposed amendments aim to introduce additional regulations for accent/storefront lighting, storefront sign display, and multi-tenant detached monument signs in all commercial, office, and manufacturing districts.

After reviewing the proposed amendments, the East Ridge Planning Commission requested additional changes and has approved the request to move forward to the city council for review.

ORDINANCE NO. 1205

**AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL
TO AMEND ORDINANCE 1028 TO ADD AN
ADDITIONAL SECTION THERETO, BEING SECTION
111 OF ARTICLE VI (SUPPLEMENTAL REGULATIONS
AND EXCEPTIONS), IN THE EAST RIDGE ZONING
ORDINANCE**

WHEREAS, the City of East Ridge previously adopted the East Ridge Zoning Ordinance, No. 481, which is codified at Chapter 2 of Title 14 of the East Ridge City Code; and

WHEREAS, the City of East Ridge adopted Ordinance 1028 which amended Article VI, Sections 108-110, of Ordinance 481 relative to on-premise and off-premise sign regulations; and

WHEREAS, the City of East Ridge seeks to establish additional regulations regarding lighting and storefront displays and multiple-tenant monument signs within the City to protect the health, safety, and welfare of the inhabitants and visitors to the City of East Ridge and to promote and enhance the aesthetic designs and/or display character and value of and throughout the City; and

WHEREAS, the City of East Ridge currently has lighting regulations as set forth in Article VI, Section 107; and

WHEREAS, reasonable regulations on lighting and storefront displays and monument signs are also necessary to promote an aesthetic and visually attractive environment that makes the City of East Ridge a desirable place to shop and visit and thereby contributes to the success of all businesses within the City of East Ridge; and

WHEREAS, the City of East Ridge recognizes the need to create reasonable regulations for lighting display, storefront displays, and multiple-tenant monument signs in order to protect the residents, business owners and visitors from the negative effects of excessive, distractive, unnecessary and inefficient lighting and to encourage lighting practices that protect against vehicular distraction, driving interference, and flashing light disturbances; and

WHEREAS, the East Ridge Planning Commission unanimously approved the request for these amendments at its meeting on May 6, 2024; and

WHEREAS, the adoption of this ordinance would be in the best interests of the health, safety and welfare of the citizens, residents and visitors of the City of East Ridge.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that Ordinance No. 1028 is hereby amended by

adding an additional section thereto, being Section 111 of Article VI (Supplemental Regulations and Exceptions), in the East Ridge Zoning Ordinance, as follows:

111 Lighting and Storefront Displays and Multiple-Tenant Monument Sign Displays

The purpose and intent of this section is to promote the health, safety, and welfare of the inhabitants of and visitors to the City of East Ridge by establishing regulations to protect against the negative effects of excessive, distractive, unnecessary and inefficient lighting and to encourage lighting practices that protect against vehicular distraction, driving interference, and flashing light disturbances, as well as to preserve, protect and enhance the aesthetic designs and/or display character and value of and throughout the City by creating reasonable regulations for lighting display, storefront displays, and multiple-tenant monument signs.

This section shall provide additional business activity and design guidelines and prohibitions for businesses and establishes display restrictions and lighting display location and lumens guidelines for businesses and monument signs. Signs, lighting displays and storefront displays which are not visible to from the public streets and rights-of-way and/or sidewalks are exempt from these regulations.

A. Lighting Display Regulations for Business Storefronts.

- i. This subsection shall provide additional business activity and design guidelines and prohibitions for businesses located within all commercial, office and manufacturing zoned properties or districts.
- ii. “Accent/Storefront Lighting” shall be defined as lighting which outlines or is attached or affixed on a window, door, door opening, or any portion of a window with the intention to attract customers or attention to a storefront. Lights which outline or are placed on windows, doors, or door openings, either inside or outside of a business, and which are visible to the public, are prohibited.
- iii. Accent/Storefront lighting under this regulation shall include the following: strobe lights, lights that mimic flashing emergency lights, neon lights or strips, rope lights or string of lights, a string of bulbs with LED and/or fluorescent light, incandescent, halogen, or similar.
- iv. Holiday lights installed at the start of the East Ridge Christmas parade and ending on January 7 are exempt from this requirement. Holiday lights which are utilized during this time must be removed or turned off not later than January 7 of each year.

B. Storefront Display Regulations.

- i. This subsection shall provide additional business activity and design guidelines and prohibitions for businesses located within all commercial, office and manufacturing zoned properties or districts.

- ii. The total maximum window space occupied by signs shall not exceed 50% of each window. This shall apply to the surface area of each individual window panel or transparent opening or glass to which the signs are attached.
- iii. These provisions shall apply to each floor of the building where the business is located (i.e., if a business is designed with a large expanse of glass window covering/extending more than one floor, the provisions shall apply to each floor.)

C. Multi-Tenant Detached Monument or Directory Sign Regulations.

- i. This section shall provide additional design guidelines for monument & directory signs within all commercial, office and manufacturing zoned properties or districts.
- ii. Max sign height shall not exceed 15 feet in height. *See Table 1- size requirements*
- iii. Max sign area shall not exceed 125 sq ft in area per side.
- iv. The sign shall be constructed of the same or similar architectural elements and in similar materials and colors as the buildings as described in Section 109, subsection G, parts (1)(a) – (1)(e).

<u>Table 1</u>
<u>Commercial, Office & Manufacturing, Development’s max leasable sq ft.</u>
<p>If Square Footage of development is between 0 – 15,000SF, then:</p> <ul style="list-style-type: none"> • Max Sign Area including supporting structure may not exceed 80SF • Max Height of Sign may not exceed 11ft. <p>If Square Footage of development between 15,000SF – 50,000SF, then:</p> <ul style="list-style-type: none"> • Max Sign Area including supporting structure may not exceed 100SF • Max Height of Sign may not exceed 13ft. <p>If Square Footage of development between 50,000SF – 100,000SF, then:</p> <ul style="list-style-type: none"> • Max Sign Area including supporting structure may not exceed 125SF • Max Height of Sign may not exceed 15ft.

BE IT FURTHER ORDAINED that all businesses shall have sixty (60) days from the effective date of this ordinance to bring such business into compliance with this ordinance.

BE IT FURTHER ORDAINED that if any section, subsection, sentence, clause, phrase, or portion of this ordinance is for any reason held invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of the remaining portions hereof.

BE IT FURTHER ORDAINED that this Ordinance shall take effect immediately after its final passage of second reading, the public welfare of the City requiring it.

Approved on first reading _____ 2024

Approved on second reading _____ 2024

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to form:

Mark W. Litchford, City Attorney

THE ORIGINAL PROPOSED AMENDMENTS TO THE EAST RIDGE SIGN ORDINANCE

**Presented to the Planning Commission on May 6th,
2024**

Lighting Display Regulations.

This section shall provide additional business activity and design guidelines and prohibitions for businesses within all commercial districts, office districts & manufacturing districts.

Accent/Store Front Lighting - shall be defined as lighting that outlines or is attached to, a window, canopy, door, door opening, or any portion of a window with the intention to attract customers or attention to a storefront. ***Lights that outline or are placed on windows, doors, or door openings, either inside or outside of the business, and which are visible to the public, are prohibited.***

Accent/Storefront lighting shall include the following: Strobe lights, lights that mimic flashing emergency vehicle lights, neon lights or light strips, rope lights or string of lights, a string of bulbs with LED and/or fluorescent light, incandescent, halogen, or similar:

Note: Holiday lights installed at the start of the East Ridge Christmas parade and ending on January 7th are exempt from this requirement. Holiday Lights which are utilized during this time must be removed or turned off on January 7th.

Storefront Display Regulations.

This section shall provide additional business activity and design guidelines and prohibitions for businesses located within all commercial districts, office districts & manufacturing districts.

The total maximum window space occupied by signs shall not exceed 50% of each window. This shall apply to the surface area of each individual window panel or transparent opening or glass to which the signs are attached.

1. These provisions shall apply to each floor of the building where the business is located, i.e., if a business is designed with a large expanse of glass window covering/extending more than one floor, the provisions shall apply to each floor.

Multi-Tenant Detached Monument or Directory Sign Regulations.

This section shall provide additional design guidelines for monument & directory signs within all commercial districts, office districts & manufacturing districts.

1. Max sign height shall not exceed 15 feet in height. **See Table 1- size requirements.**
2. Max sign area shall not exceed 125 sq ft in area per side.

3. The sign shall be constructed of the same or similar architectural elements and in similar materials and colors as the buildings as described in section 109 – subsection G – section 1. a-e.

Table 1

Commercial, Office & Manufacturing, Development’s max leasable sq ft.

Square Feet of development 0 -15,000
Max Sign Area including supporting structure - 80 sqft
Max Height of Sign - 11 feet

Square feet of development 15,000 – 50,000
Max Sign Area including supporting structure – 100 sq ft
Max Height of Sign – 13 feet

Square feet of development 50,000 – 100,000
Max Sign Area including supporting structure – 125 sq ft
Max Height of Sign – 15 feet

NOTE: Below are the changes requested by the Planning Commission on May 6th, 2024, and possible other amendments regarding the storefront and lighting display.

Planning Commission requested changes

The proposed changes would remove the word canopy from the storefront lighting requirements, allow non-flashing open signs not exceeding 50% window space ratio, and not exceed 2 ft x 3 ft in size. Existing businesses will have 60 days to come into compliance with the new requirements set forth.

Storefront Display Regulations changes

The wording “each window” shall be removed and replaced with “total front window area” and “merchandise” will be added as follows.

(1). The total maximum window space occupied by signs (or merchandise) shall not exceed 50% of the total front window area and

(2.) Blinds in windows shall not be completely engaged in a down position for more than 50% of the time the business is open

Lighting Display Regulations

The wording "neon lights" shall be removed from prohibited accent storefront lighting.

ORDINANCE NO. 1206

AGENDA MEMORANDUM
FISCAL YEAR 2024-2025 BUDGET

June 13, 2024

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

The proposed budget for fiscal year 2024-2025 (July 1, 2024 to June 30, 2025) was presented to the City Council at the regular business meeting of May 9, 2024 with a projected General Fund budget totaling \$27,265,597 (forecasted revenue matching anticipated expenditures). The tax rate remains the same as FY 2023-2024 at 1.25. There have been no revisions or amendments to the financial document since its presentation on May 9th.

Several highlights of the annual budget for FY 2024-2025 are as follows:

- The budget proposes no rate or permit/license increases. A slight increase was implemented for sports registration and rental of facilities at Camp Jordan Park.
- The budget does not draw upon the fund balance.
- Maintains a healthy fund balance projected at \$12,739,909.
- The budget proposes a 3% cost of living adjustment for all employees and a 10% increase in medical insurance premiums.
- The budget funds a performance evaluation program whereby every employee on their anniversary date of hire will be eligible to receive a merit increase of 0% to 2% based on their performance.
- The budget proposes a promotion of three (3) existing Firefighters to Firefighter-Engineer; the addition of an Arena Attendant for the Arena; the addition of a Groundskeeper for Camp Jordan Park; the reclassification of a part-time Animal Control Officer to a full-time status; the elimination of two (2) Crossing Guards; and the elimination of a vacant worker in the Streets Department and a vacant worker in the Traffic Control Department.
- A raise in pay for all sworn Police Officers in an inverted graduated amount with Police Officers to receive \$3,822 and the high ranks to receive a lesser amount to be commensurate with and competitive with other Hamilton County Cities.
- The budget proposes vehicle and equipment replacements in the General Fund Capital Outlay totaling \$517,563.
- The Capital Improvement Fund allocates \$1,437,976 for street resurfacing.

The ordinance before the City Council at this meeting is the consideration for adoption of the tax rate and the annual budget for the fiscal year beginning July 1, 2024 and ending June 30,

2025 on first reading. The consideration for adoption of the ordinance adopting the tax rate and the budget on second and final reading is scheduled for Thursday, June 27, 2024.

Attachment

JSM/

ORDINANCE NO. 1206

AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL MAKING AND FIXING THE ANNUAL APPROPRIATIONS OF THE SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2024, AND ENDING JUNE 30, 2025

BE IT ORDAINED BY THE CITY OF EAST RIDGE, TENNESSEE, AS FOLLOWS:

SECTION 1. Along with the noted amounts for FY 2023 and FY 2024 shown in accordance with TCA 6-56-203, the following appropriations for the fiscal year beginning July 1, 2024, and ending June 30, 2025, are hereby made for the use of the several departments to the City of East Ridge, Tennessee, in the amounts, to wit:

	<u>FY 2023</u> <u>ACTUAL</u>	<u>FY 2024</u> <u>FORECAST</u>	<u>FY 2025</u> <u>REQUEST</u>
<u>GENERAL FUND</u>			
<u>REVENUES</u>			
Local Taxes	18,425,691	19,462,868	21,275,015
Licenses and Permits	904,319	748,441	813,850
Intergovernmental Revenue	8,184,053	3,061,197	3,596,649
Other Revenue	1,785,369	1,508,689	1,580,086
Contribution From Fund Balance	<u>0</u>	<u>0</u>	<u>0</u>
<i>TOTAL REVENUES</i>	29,299,432	24,781,195	27,265,597
<u>EXPENDITURES</u>			
General Government:			
General Government	1,186,462	1,292,830	1,410,855
Administration	1,103,913	1,043,283	1,186,508
Mayor and Council	101,357	100,834	119,117
Judicial	382,266	344,769	430,074
City Attorney	151,044	136,030	136,875
City Hall Complex	53,955	50,178	56,500
Library	252,817	242,414	296,906
History Museum	400	414	560
Codes/Planning	585,395	621,473	663,399
Animal Services	<u>339,471</u>	<u>333,566</u>	<u>375,709</u>
<i>TOTAL</i>	4,157,080	4,165,791	4,676,503

Economic/Community Development			
Community Dev. Programs	11,018	3,863	10,000
Economic Development	<u>4,918,309</u>	<u>6,365,932</u>	<u>8,224,869</u>
<i>TOTAL</i>	4,929,327	6,369,795	8,234,869
Public Safety:			
Police Department			
Administration	2,335,430	2,469,569	2,627,428
Criminal Investigations (CID)	674,222	881,587	962,325
Patrol	2,643,356	2,702,821	2,728,973
SRO	0	195,665	349,475
Traffic	<u>183,356</u>	<u>145,899</u>	<u>356,976</u>
<i>TOTAL</i>	5,836,364	6,395,541	7,025,177
Fire Department			
Fire	<u>3,486,400</u>	<u>3,647,211</u>	<u>3,532,341</u>
<i>TOTAL</i>	3,486,400	3,647,211	3,532,341
Public Service:			
Parks & Recreation			
General Recreation	885,040	1,174,353	1,169,777
Arena	271,051	264,329	324,649
Community Center	192,134	314,643	302,548
McBrien Complex	1,046	927	1,200
Soccer- Recreation	47,564	64,481	69,400
Soccer- Indoor	88,920	106,681	108,200
Baseball/Softball	69,484	87,532	83,400
Football/Cheerleading	13,893	19,144	26,550
Adult Softball	37,008	28,768	39,250
Basketball	17,726	24,282	29,050
<i>TOTAL</i>	1,623,866	2,085,140	2,154,024
Other General Government:			
Public Works			
Building Maintenance	320,331	318,558	354,585
Streets	511,278	576,137	582,500
Transfer Station	12,785	5,817	12,100
Traffic Control	<u>336,495</u>	<u>381,634</u>	<u>310,121</u>
<i>TOTAL</i>	1,180,889	1,282,146	1,259,306

Transfer Out Debt Service	497,305	96,013	106,720
Transfer Out Capital Projects Fund	375,000	0	276,657
Transfer Out ARPA Fund	<u>0</u>	0	0
TOTAL EXPENDITURES	21,461,960	24,082,723	27,265,597
TOTAL REVENUES	29,299,432	24,781,495	27,265,597
VARIANCE	7,837,472	698,772	0

SPECIAL REVENUE FUNDS

State Street Aid Fund			
Revenue	845,225	2,372,288	1,299,238
Expenditure	<u>845,225</u>	<u>2,372,288</u>	<u>1,299,238</u>
VARIANCE	0	0	0

Grant Fund			
Revenue	1,098,880	216,925	19,000
Expenditure	<u>1,116,438</u>	<u>203,010</u>	<u>19,000</u>
VARIANCE	-17,558	13,915	0

Drug Fund			
Revenue	159,228	87,629	204,402
Expenditure	<u>20,915</u>	<u>34,453</u>	<u>204,402</u>
VARIANCE	138,313	53,176	0

Economic Development Fund			
Revenue	4,420,010	6,227,457	8,174,869
Expenditure	<u>4,420,009</u>	<u>6,227,447</u>	<u>8,174,869</u>
VARIANCE	1	10	0

Solid Waste Fund			
REVENUE BUDGET			
Sanitation Charges	1,580,199	1,489,078	1,580,200
Other	<u>1,604,921</u>	<u>271,221</u>	<u>61,396</u>
TOTAL REVENUES	3,185,120	1,760,299	1,641,596
EXPENDITURE BUDGET			
Solid Waste Expenses	<u>2,056,106</u>	<u>1,811,244</u>	<u>1,641,596</u>
TOTAL EXPENDITURES	2,056,106	1,811,244	1,641,596
VARIANCE	1,129,014	-50,945	0

Debt Service Fund				
Revenue		2,158,947	2,226,000	2,531,833
Expenditure		<u>1,435,739</u>	<u>2,073,098</u>	<u>1,961,851</u>
	<i>VARIANCE</i>	723,208	152,902	569,982
 Capital Projects Fund				
Revenue		6,972,061	6,900,718	13,452,976
Expenditure		<u>5,699,290</u>	<u>6,539,962</u>	<u>13,452,976</u>
	<i>VARIANCE</i>	1,272,770	360,756	0
 ARPA Fund				
Revenue		6,284,684	4,141,710	436,171
Expenditure		<u>2,142,974</u>	<u>3,705,539</u>	<u>436,171</u>
	<i>VARIANCE</i>	4,141,710	436,171	0

SECTION 2. The Governing Body recognizes that the municipality has bonded, and other indebtedness as follows:

Bonded or Other Indebtedness	Debt Redemption	Interest Requirements	Debt Authorized and Unissued	Condition of Sinking Fund
Bonds	\$ 1,059,000	\$ 700,018	N/A	N/A
Notes	\$ 98,000	\$ 7,508	N/A	N/A
Capital Leases	\$ 97,325	\$ -	N/A	N/A
Other Debt	\$ -	\$ -	N/A	N/A

SECTION 3. During the coming fiscal year the Governing Body has planned capital projects and proposed funding as follows:

Proposed Capital Projects	Proposed Amount Financed by Appropriations	Proposed Amount Financed by Debt
Capital Projects Fund 341	\$ 1,452,976	\$ 12,000,000

SECTION 4. The City Manager is hereby authorized to transfer funds between line items within the department budget as he may deem necessary provided that the amount transferred is not needed in the categories for which they were originally appropriate. Any transfer of appropriations between Departments shall be made only upon the authorization by ordinance of the City Council.

SECTION 5. At the end of the fiscal year, which is fixed as June 30, the Director of Finance is hereby authorized to transfer funds as necessary in order that budgeted appropriations not be exceeded in each Department and that the transfer of funds shall not result in an increase in the total Fiscal Year 2025 budget.

SECTION 6. When any obligation has been incurred by order, contract, agreement to purchase, hire, receive or otherwise obtain anything of value for the use of the City by the joint action of the respective Department Directors, a liability shall be construed to have been created against the appropriation of the Department affected and the respective Department Directors in charge and other persons are prohibited from incurring liabilities in excess of the amount appropriated for each budget of each Department, the totals of which are set out herein, and of additional amounts which may hereafter be authorized by the City Council.

SECTION 7. The Municipal Budget for the fiscal year July 1, 2024, to June 30, 2025, a copy of which is attached hereto as Exhibit A., is hereby adopted, and made a part of this Ordinance as fully and completely as though specifically copied herein.

SECTION 8. This Ordinance shall take effect from and after the date of its final passage, the public welfare of the City requiring it.

SECTION 9. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

Approved on first
reading _____

Approved on second
reading _____

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

ORDINANCE NO. 1207

AGENDA MEMORANDUM

June 13, 2024

Submitted by:

Diane Qualls

Diane Qualls, Finance Director

SUBJECT: Tax Rate-FY 2025

Per T.C.A. 67-1-701 each City/County must set their tax rate each year for the current year. The tax rate is retroactive back to January 1 of that year but becomes due in October of that year, FY 2025. This is one of the funding sources for the FY 2025 budget. The tax rate will be \$ 1.25. There is no increase in the tax rate

ORDINANCE NO. 1207

AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL SETTING THE PROPERTY TAX RATE FOR THE YEAR 2024 AT THE RATE OF \$1.2500 FOR EVERY ONE-HUNDRED DOLLARS OF ASSESSED REAL PROPERTY IN THE CITY OF EAST RIDGE

WHEREAS, the property tax rate for the year 2024 must be set by the East Ridge City Council; and

WHEREAS, the East Ridge City Council has complied with all applicable requirements prior to the setting of the tax rate for 2024.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of East Ridge, Tennessee that the property tax rate for the City of East Ridge for the year 2024 shall be \$1.2500 for every one-hundred dollars of assessed real property in the City of East Ridge, Tennessee, which are not exempt from taxation by the constitution and laws of this State situated within the corporate limits of the City of East Ridge.

BE IT FURTHER ORDAINED that any person failing to pay their taxes by the deadline set forth by applicable law shall be subject to the maximum penalties thereon allowed by law to be collected on delinquent taxes. All delinquent taxes shall bear interest at the highest per annum interest rate allowed by law to be collected on delinquent taxes and shall bear interest from the date of delinquency until fully paid.

BE IT FURTHER ORDAINED that the Hamilton County Tax Assessor is hereby authorized to assess and collect the taxes of the City of East Ridge, Tennessee employing the above tax rate.

BE IT FURTHER ORDAINED that the Finance Director for the City of East Ridge shall keep accurate and complete records of all monies collected under this Ordinance and the purposes for which the same are expended.

BE IT FURTHER ORDAINED that this Ordinance take effect immediately, the public welfare of the City requiring it.

Approved on first reading _____

Approved on second reading _____

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

ORDINANCE NO. 1208

AGENDA MEMORANDUM

June 13, 2024

Submitted by:

Diane Qualls

Diane Qualls, Finance Director

SUBJECT: FY 2024 Final Budget Amendment

At the June 13th Council Meeting I will be doing the final budget amendment for the year. This amendment will take care of any unexpected revenues or expenditures that may have occurred since the last budget amendment approved by Council. This will involve various funds. For example, the new sanitation truck ordered last fall and not expected to arrive for some time should be in our possession before the end of May.

ORDINANCE NO. 1208

**AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL
TO AMEND THE FISCAL YEAR 2024 OPERATING
BUDGET, ORDINANCE NO. 1186, BY CHANGING THE
REVENUES AND EXPENDITURES OF VARIOUS FUNDS**

WHEREAS, Ordinance No. 1186 provided for the revenue for the City of East Ridge, Tennessee, for the fiscal year July 1, 2023 to June 30, 2024 and appropriated such revenue for the payment of expenses of the municipal government, and made certain other provisions with respect to the financial operation of the City of East Ridge, and

WHEREAS it is necessary and appropriate that said Ordinance No. 1186 be amended by changing the revenues and expenditures of various funds; and

WHEREAS T.C.A. §6-56-208 allows the governing body of a municipality to amend the annual budget ordinance in the same manner as any other ordinance may be amended; and

WHEREAS the Council finds that the proposed budget amendment is for legitimate municipal purposes and consistent with applicable law; and

WHEREAS, the Council has general authority to adopt an ordinance relative to the management and control of the finances of the municipality that is for the good of the government, protection of its citizens, and necessary and proper for carrying out the power granted to the Council pursuant to applicable law.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE that pursuant to the Municipal Budget Law of 1982, as amended and codified at Tennessee Code Annotated §6-56-201 *et seq.*, Ordinance No. 1186 is and the same hereby shall be amended as follows:

General Fund	Budget	Amendment	Final
Expenditures			
General Government	1,308,188	60,000	1,368,188
Administration	1,051,215	15,000	1,066,215
Police – Patrol	2,811,004	50,000	2,861,004
Fire Department	3,654,114	50,000	3,704,114
Traffic Control/P Works	389,132	20,000	409,132
Transfer/Brush Pit	9,600	5,500	15,100
Multi-Purpose Building	278,454	10,000	288,454
Rec Soccer	69,400	5,500	74,900
Indoor Soccer	72,700	38,000	110,700
Baseball/Softball	82,700	20,000	102,700
Football/Cheer	17,550	15,000	27,550
Basketball	18,000	7,000	25,000
Transfer Out	1,575,000	-296,000	1,279,000
Total Budget (Amended)	26,725,760	0	26,725,760

Solid Waste Fund	Budget	Amendment	Final
Revenues			
Use of Fund Balance	341,000	173,000	514,000
Total Budget (Amended)	1,981,979	173,000	2,154,979
Expenditures			
Vehicle Parts & Repairs	185,000	20,000	205,000
Transportation Equipment	266,000	153,000	419,000
Total Budget (Amended)	1,981,979	173,000	2,154,979

Capital Projects Fund			
Revenues			
Bond Proceeds	7,000,000	8,000,000	15,000,000
Total Budget	13,279,613	8,000,000	21,279,613
Expenditures			
Multi-Purpose Pavilion	0	6,000,000	6,000,000
Parks & Rec. Phase III	0	2,000,000	2,000,000
Community Center	0	25,000	25,000
Economic Development	50,000	-50,000	0
Economic Development	0	50,000	50,000
Total Budget (Amended)	11,702,417	8,025,000	19,727,417

BE IT FURTHER ORDAINED, that to the extent required, a true and correct copy of this ordinance showing the approved budget amendments shall be filed with the applicable agency or entity as required by law.

BE IT FURTHER ORDAINED, that if any section, clause, provision, or portion of this Ordinance is held to be invalid or unconstitutional by any Court of competent jurisdiction, such holdings shall not affect any other section, clause, provision, or portion of this Ordinance.

BE IT FURTHER AND FINALLY ORDAINED, that this Ordinance takes effect immediately after its passage, the public welfare of the City requiring it.

Approved on first reading _____, 2024

Approved on second reading _____, 2024

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3558

AGENDA MEMORANDUM

**Approval of Sealed Bids
City Hall Atrium Seal Project**

**Chattanooga Flooring Center
June 13, 2024**

Submitted by:

Cameron McAllister

Administrator of Economic & Community Development

SUBJECT: Approval of Chattanooga Flooring Center to provide construction and design services for the City Hall atrium seal project

City Administration is asking for the approval from the Mayor and Council for the acceptance of a proposal by Chattanooga Flooring Center to provide construction, demolition, and design services for the atrium seal project at East Ridge City Hall.

An advertisement for sealed bids for installation of a city seal at East Ridge City Hall was run on February 4, 2024, in Chattanooga Times Free Press. Sealed bids were received by the City Recorder's officer until 2pm EST on February 20, 2024, at which time all bids were opened and publicly read. Prior to the submission deadline, staff received two sealed bids from Luxury Tile of Chattanooga and Chattanooga Flooring Center. Following the bid opening, staff met individually with each company to discuss the specifications of the project.

Luxury Tile of Chattanooga submitted a proposal in the amount of \$19,688.21 to include demolition, concrete work, new tile installation, and logo graphic work. Chattanooga Flooring Center submitted a proposal in the amount of \$22,002.84 to include demolition and removal of existing debris, ceramic tile and concrete work, computer-aided design for approval, and custom cut/waterjet design of the City's seal in ceramic tile.

Staff recommends Chattanooga Flooring Center to complete this project due to their extensive experience and expertise working with custom waterjet projects involving ceramic tile.

Following the approval from the Mayor and Council, Chattanooga Flooring Center will begin the process of creating a digital design for approval. Once approved, the design will be sent to the manufacturer for creation. Manufacturing is expected to take up to (30) days with a construction timeline of (10) days including demolition. Chattanooga Flooring Center has been informed of regularly scheduled meetings and court hearings that may interfere with their installation schedule. Adjustments will be made accordingly.

RESOLUTION NO. 3558

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR THE INSTALLATION OF THE CITY SEAL IN THE ATRIUM OF CITY HALL

WHEREAS, on February 4, 2024, the City of East Ridge advertised for bids for the installation of the City Seal in the atrium of City Hall; and

WHEREAS, sealed bids were opened and publicly read on February 20, 2024, beginning at 2:00 p.m. at East Ridge City Hall; and

WHEREAS, City staff has maintained a file of the two bids which were submitted; and

WHEREAS, after conducting a public bid opening and after reviewing the bid documents, City staff recommends the bid for installation of the City Seal in the atrium at City Hall be awarded to Chattanooga Flooring Center in the amount of \$22,002.84 due to their experience and expertise in custom waterjet ceramic tile projects; and

WHEREAS, the project also includes demolition and removal of the existing debris, ceramic tile and concrete work, computer-aided design for approval, and custom cut/water jet design of the City Seal in ceramic tile.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the bid for installation of the City Seal and related work in the atrium of City Hall be awarded to Chattanooga Flooring Center in the amount of \$22,002.84.

BE IT FURTHER RESOLVED that the Mayor, or his designee, is hereby authorized to execute any contract or agreement necessary between the City of East Ridge and Chattanooga Flooring Center subject to approval of the City Attorney, in the amount stated herein.

BE IT FURTHER AND FINALLY RESOLVED that this resolution shall take effect immediately after its passage, the public welfare of the City requiring it.

Adopted this _____ day of _____, 2024.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3559

AGENDA MEMORANDUM

**Approval of Consultant Proposal
Asa Engineering & Consulting, INC.**

**East Ridge Community Center
Local Parks & Recreation Fund Project**

June 13, 2024

Submitted by:

Cameron McAllister

Administrator of Economic & Community Development

SUBJECT: Approval of Asa Engineering & Consulting, Inc. to provide Land Survey and Site Design Services for East Ridge Community Center LPRF Project

City Administration is asking for the approval from the Mayor and Council for the acceptance of a proposal by Asa Engineering & Consulting, Inc. to provide land survey and site design services for the LPRF project at East Ridge Community Center.

On May 23, 2024, the Mayor and Council approved Resolution No. 3550 for the City of East Ridge to enter into an agreement with Kimley-Horn and Associates for architectural design services and grant administration regarding the LPRF project at the East Ridge Community Center. Since that time, an agreement between the client (City of East Ridge) and the consultant (Kimley-Horn) has been fully executed.

However, due to additional requirements set forth by TDEC's Recreational Resource Division, the City must complete an existing conditions survey to include underground utility assets (manholes, storm drains, etc.) and preliminary construction plans to include a grading and drainage plan (proposed contours, key spot grades, and limits of disturbance).

Staff recommends Asa Engineering & Consulting, Inc. to complete this portion of the project due to their extensive experience and expertise working with East Ridge Community Center regarding the City's existing ADA accessibility plan and road realignment project due to the City's Town Center project. Estimated fees are in an amount not to exceed \$14,000.

Following the approval from the Mayor and Council, Asa Engineering will begin the process of completing the land survey and site design services. According to FEMA/FIRM Community Panel 47065C0476G, dated 2/3/2016, the Community Center Building Expansion project appears to be outside of the floodway and 100-year floodplain, with no previously identified streams or wetland areas.

Additionally, the City anticipates that the total land disturbance associated with the Community Center Expansion will be less than 1-acre, thereby eliminating the need for land disturbance permit.

RESOLUTION NO. 3559

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE MAYOR OR HIS DESIGNEE TO
ENTER INTO AN AGREEMENT WITH ASA
ENGINEERING AND CONSULTING, INC. FOR LAND
SURVEY AND SITE DESIGN SERVICES FOR THE EAST
RIDGE COMMUNITY CENTER LOCAL PARKS AND
RECREATION FUND GRANT PROJECT**

WHEREAS, the City of East Ridge was awarded a Tennessee Department of Environment and Conservation (“TDEC”) Local Parks and Recreation Fund (“LPRF”) Grant in the amount of \$1.2 million with a 50% match from the City, for the renovation of the East Ridge Community Center; and

WHEREAS, on May 23, 2024, the City approved an agreement with Kimley-Horn and Associates for architectural design services and grant administration for the project; and

WHEREAS, due to additional requirements set forth by the TDEC, the City must complete an existing conditions survey to include underground assets, and preliminary construction plans to include a grading and drainage plan; and

WHEREAS, staff recommends Asa Engineering and Consulting, Inc. for completion of the TDEC requirements due to their experience and expertise with other projects regarding the East Ridge Community Center and the City’s Town Center Project; and

WHEREAS, estimated fees for the services of Asa Engineering for this project are in an amount not to exceed \$14,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Council hereby authorizes the Mayor or his designee to enter into an agreement with Asa Engineering and Consulting, Inc. for completion of an existing conditions survey to include underground assets, and preliminary construction plans to include a grading and drainage plan.

BE IT FURTHER RESOLVED that the Mayor, or his designee, is hereby authorized to execute any contract or agreement necessary between the City of East Ridge and Asa Engineering and Consulting, Inc. subject to approval of the City Attorney, in the amount stated herein.

BE IT FURTHER AND FINALLY RESOLVED that this resolution shall take effect immediately after its passage, the public welfare of the City requiring it.

Adopted this _____ day of _____ 2024.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

AGENDA MEMORANDUM
PRESENTATION BY VICTUS ADVISORS
SPORTS FACILITY FEASIBILITY STUDY

June 27, 2024

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

The City Council at their regular business meeting of December 14, 2024 approved Resolution No. 3476 authorizing the City to enter into a professional services agreement with Victus Advisors to perform a Sports Facility Feasibility Study as it relates to the potential expansion and enhancement of indoor and outdoor facilities located at Camp Jordan Park.

Victus Advisors has completed the study and is ready to make a presentation of their summary and findings to the Mayor and City Council at an upcoming regular business meeting. A copy of the draft report and the executive summary were forwarded to you on June 4, 2024.

Since Hamilton County, via Mayor Weston Wamp, contributed \$20,000 towards this study we want to give them the opportunity to hear a presentation from Victus Advisors on the report during their same trip to Chattanooga. Therefore, we are attempting to schedule a presentation before the City Council at a regular business meeting and a presentation before Mayor Wamp and his staff the following morning. We are hopeful that the presentation before the City Council will occur on June 27th; however, it could end up falling on July 11th.

JSM/

AGENDA MEMORANDUM
McBRIEN SCHOOL

June 27, 2024

Prepared By:


J. Scott Miller, City Manager

SUBJECT:

A decision needs to be made about the future of McBrien School; specifically, to rehabilitate the existing building for reuse or demolish it. At the regular business meeting on January 11, 2024 the City Council discussed this subject and agreed to move forward with Staff's recommendations to undertake and complete the following assessments and/or studies before a resolution of the building is reached (per Resolution No. 3492):

- An asbestos and lead paint assessment on the former school. Completed by S&ME.
- As assessment of the former school by a structural engineer. Completed by PDM Engineering Associates, LLC.
- An assessment of the former school by a contractor. Completed by BP Construction.

The aforementioned assessments/studies have been completed and reports have been drafted from each entity and submitted to the City. The report from PDM Engineering is considered an important one since it details the structural integrity of the building and details the various building components' current conditions and the probable costs for immediate and future corrective actions ; ie. site, pavements, structural frame, building envelope, interiors, mechanical, electrical, plumbing, vertical transport, life safety and ADA.

JSM/



City of East Ridge

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

Mike Williams
Fire Chief

To: Mayor and Councilmembers
From: Mike Williams
Date: June 27, 2024
Reference: Purchase of Used Pick-up

Mayor and Councilmembers,

The Fire Department sold a 2010 Rosenbauer Rescue Engine through Compass Auction Company. This vehicle had been declared surplus prior to the sale. The City received a check for approximately \$ 37,000.00 for the 2010 Rosenbauer Rescue Engine.

The Fire Department had requested two used pick-up trucks in the upcoming budget. However only one was able to be funded.

I am requesting that the fire department use \$ 30,000.00 of this amount for the purchase of a used pick-up truck to replace one of our fire investigator vehicles. Currently the Fire Investigator is assigned a 2012 Ford Taurus with 127,000 miles that is in poor condition and was handed down from the Police department several years ago. This Ford Taurus vehicle will then be declared as surplus and sold through Compass Auction Company as well.

Respectfully,

Mike Williams

AGENDA MEMORANDUM
Masonry Sand Bid

June 27, 2024

Submitted By:

Shawna Skiles

Shawna Skiles, Parks and Recreation Director

SUBJECT:

The Parks and Recreation Department will accept sealed bids for Masonry Sand for Top dressing fields at Camp Jordan Park, bids will be opened on Wednesday June 12th, 2024. We will present these bids to the City Council at the June 27, 2024 Council Meeting.

SS

AGENDA MEMORANDUM
Fall and Winter Uniform Bid

June 27, 2024

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

SUBJECT:

The City of East Ridge will accept sealed bids for the City's Parks and Recreation Fall and Winter 2024 uniforms. Bids will be received by Janet Middleton, City Recorder at East Ridge City Hall, 1517 Tombras Avenue, East Ridge, TN 37412 until 2:30 pm., Wednesday, June 19th, 2024, at which time all bids will be opened. Copies of the bid requirements and specifications may be obtained at East Ridge City Hall, Mon – Fri., 8:00 a.m. – 4:30 p.m., except holidays or at www.eastridgetn.gov.

The Parks and Recreation Department will present bids to the City Council on June 27, 2024 for final approval.

SS

AGENDA MEMORANDUM
SALE OF FLOOD PROPERTY
5.89 ACRES OWNED BY CITY OF EAST RIDGE

June 27, 2024

Prepared By:



J. Scott Miller, City Manager

SUBJECT:

My office has received a request form a resident living on Jordan Run Road to purchase a 5.89-acre parcel of land that is owned by the City of East Ridge. Said property adjoins his property and is located entirely in the flood zone; and thus, nothing can ever be built within its boundaries.

I have inquired of all Department Staff as to whether any of them knew of any plans for the use of this land or if any of them had any plans for the use of this land. All Staff replied “no.”

If the City wishes to dispose of the flood property the City Council would first need to declare the property surplus and then obtain an appraisal on it. The resident has stated to me that he would pay for the appraisal, and if the appraisal comes back at a price which is affordable the resident would purchase it at that price.

The question is whether the City of East Ridge wishes to sell this 5.89 acres of flood property.

JSM/

AGENDA MEMORANDUM
EAST RIDGE ANIMAL SHELTER
CHANGE ORDER NO 3 – EXTENSION FOR FUTURE SEWER

June 27, 2024

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

The City of East Ridge entered into a contract with J C Curtis Construction to construct a 4,800 square foot animal shelter at the eastern end of Stone Street. The Notice to Proceed (NTP) was issued by the City on November 17, 2023 notifying J C Curtis that the contract time will commence on December 4, 2023. Per the contract J C Curtis has 180 calendar days to achieve substantial completion of the building project. The contract was awarded by the City to J C Curtis in the amount of \$3,079,000 which amount included an allocation allowance of \$300,000 to account for additional costs for unforeseen conditions.

At a progress meeting on April 4, 2024 the subject of extending a sewer line on the east side of the building for a future expansion of the animal shelter came up for discussion. Per the site plans, a sidewalk is to be constructed on the east side of the building. If in the future the sewer line was to be extended, we would have to dig up the sidewalk, install the line, and re-pour the sidewalk. Since there is a very high probability that there will be an expansion of the animal shelter in the decades to come, I made the decision to extend a sewer line at this time. The cost came to \$25,480 and said amount will be charged to the allocated allowance.

At the same progress meeting the subject of connecting the sewer line down Stone Street from the Animal Shelter to McBrien Road was discussed. It was determined that there was not enough fall in the sewer gravity line to properly discharge into the main in McBrien Road without a sewage pump. A plan was developed to connect the sewer line immediately north of the building in Stone Street and add a grinder-sewage pump to discharge into the public sewer elevation. The cost came to \$32,034.06 and said amount will be charged to the allocated allowance.

Due to the addition of the future sewer line and the grinder-sewage pump, delays were caused to the Developer to other scopes of work in these areas (storm sewer, roof drains, HVAC units, etc.). Therefore, J C Curtis is requesting five (5) days be added to the contract time. Said request has been determined to be justified and was approved by MBI Companies, Inc., architects for this project.

Change Order Number 1, approved by the City Council on February 22, 2024, accounted for weather delays by adding 9 days to the contract time of 180 days. Change Order Number 2, approved by the City Council on May 23, 2024, accounted for weather delays by adding 2 days to the contract time. Change Order Number 3 noted above would add 5 days to the contract time. There are no costs associated with this change order.

Attachment

JSM/



PCCO #003

J.C. Curtis Construction Company, LLC
 1507 Wilder Street
 Chattanooga, Tennessee 37406
 Phone: (423) 894-5480

Project: ERAS-01 - ER Animal Shelter-East Ridge TN-New Const
 5302 Stone Street
 East Ridge, Tennessee 37412

Prime Contract Change Order #003: Extension for Future Sewer

TO: City of East Ridge, Tennessee
 1517 Tombras Ave.
 East Ridge, Tennessee 37412

FROM: JC Curtis Construction Co., LLC
 JC Curtis Construction CO., LLC PO Box 5127
 Chattanooga Tennessee 37406

DATE CREATED: 5/02/2024

SCHEDULE IMPACT: 5 days

DUE DATE:

TOTAL AMOUNT: \$ 0.00

CONTRACT FOR: 1:ERAS-01 East Ridge Animal Shelter

DESCRIPTION:

The addition of the future sewer line and grinder pump caused delays to other scopes of work in these areas (storm sewer, roof drains, HVAC units, etc.). This no cost change order is to reflect the amounts of days lost due to these additions.

ATTACHMENTS:

POTENTIAL CHANGE ORDERS IN THIS CHANGE ORDER:

PCO #	Title	Schedule Impact	Amount
003	Extension for Future Sewer	5 days	0.00
TOTAL:			\$ 0.00

CHANGE ORDER LINE ITEMS:

PCO # 003 : Extension for Future Sewer

The original (Contract Sum) \$ 3,079,000.00
 Net change by previously authorized Change Orders \$ 0.00
 The contract sum prior to this Change Order was \$ 3,079,000.00
 The contract sum would be changed by this Change Order in the amount of \$ 0.00
 The new contract sum including this Change Order will be \$ 3,079,000.00
 The contract time will be increased by this Change Order by 5 days

MBI Companies, Inc
 651 E Fourth Street
 Chattanooga, TN 37403

City of East Ridge, Tennessee
 1517 Tombras Ave.

 East Ridge Tennessee 37412

JC Curtis Construction Co., LLC
 JC Curtis Construction CO., LLC PO Box
 5127
 Chattanooga Tennessee 37406

 5/31/24
 SIGNATURE DATE

 SIGNATURE DATE

 SIGNATURE DATE