

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

**June 27, 2024
6:00 pm**

1. Call to Order
2. Invocation
3. Roll Call
4. Consent Agenda:
 - A. Approval of Minutes June 13, 2024 Council Meeting
 - B. Approval of May 2024 Financial Report
 - C. Declaration of Surplus Property – Fire Department/Library
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business:
 - A. **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)
 - B. **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)
 - C. **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. 3560** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE DELIVERY AND RECEIPT OF A SPORTS FACILITY FEASIBILITY STUDY PERFORMED BY VICTUS ADVISORS RELATED TO THE POTENTIAL EXPANSION AND ENHANCEMENT OF INDOOR AND OUTDOOR FACILITIES LOCATED AT CAMP JORDAN PARK
- B. **RESOLUTION NO. 3561** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE ASSESSMENTS PERFORMED AS THEY RELATE TO THE MCBRIEN SCHOOL BUILDING LOCATED AT 1501 TOMBRAS AVENUE AND DECIDING THE DISPOSITION OF THE STRUCTURE
- C. **RESOLUTION NO. 3562** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO PURCHASE A USED PICK-UP TRUCK FOR THE EAST RIDGE FIRE DEPARTMENT
- D. **RESOLUTION NO. 3563** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR MASONRY SAND TO TOP DRESS ATHLETIC FIELDS AT CAMP JORDAN PARK FOR FISCAL YEAR 2024 – 2025
- E. **RESOLUTION NO. 3564** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR FALL/WINTER UNIFORMS FOR THE 2024 SPORTS SEASON FOR THE PARKS AND RECREATION DEPARTMENT
- F. **RESOLUTION NO. 3565** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO HAVE AN APPRAISAL PERFORMED ON PROPERTY LOCATED ADJACENT TO JORDAN RUN ROAD
- G. **RESOLUTION NO. 3566** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST #003 FROM JC CURTIS CONSTRUCTION CO., LLC IN REGARD TO THE CONSTRUCTION OF THE NEW EAST RIDGE ANIMAL SHELTER
- H. Discussion of Tentative Agenda Items for the **July 11, 2024** City Council Meeting (see Attachment A)

10. Adjourn

**ATTACHMENT A
TENTATIVE AGENDA
July 11, 2024**

3. B. Milestone Awards for June 2024

C. Special Proclamation

8. **Old Business:** None

9. **New Business:**

A. **RESOLUTION NO. ____** - Purchase of New Ladder Truck for Fire Department

B. **RESOLUTION NO. ____** - Approval of Bids for Parks and Recreation Baseball/Softball Field Supplies

C. **RESOLUTION NO. ____** - Approval of Memorandum of Understanding for the SRO Program

D. **RESOLUTION NO. ____** - Approval to Purchase two mowers for Parks/Recreation and Street Department

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

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

The East Ridge City Council met pursuant to notice on June 13, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Danny Lance, True Life Church, gave the invocation. All joined in the Pledge of Allegiance to the Flag.

Present: Mayor Williams, Vice Mayor Haynes, Councilmember Cagle, Councilmember Tyler, Councilmember Witt, City Manager Miller, City Attorney Litchford, and Deputy City Recorder Qualls. City Recorder Middleton was not present.

Milestone Awards:

Mayor Williams announced the following milestone awards:

- Eric Chadwick – 20 years
- Andre Ballard – 10 years

The Mayor stated he appreciates these two employees and all the employees that help make the City great.

Consent Agenda:

- A. Approval of Minutes May 23, 2024 Council Meeting
- B. Approval of April 2024 Financial Report

Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve the Consent Agenda. Councilmember Cagle stated he had a correction to the minutes which Mr. Miller read as follows:

Councilmember Cagle thanked Danny Lance of Local Coffee as well as Action Church and the City for allowing the local schools to have their graduation ceremonies on their properties this week.

Councilmember Cagle made a motion, seconded by Councilmember Tyler, to amend the minutes with the correction. The vote was unanimous. Motion approved. Vote on the original motion, as amended, was unanimous.

Communication from Councilmembers:

Councilmember Cagle had nothing at this time.

Vice Mayor Haynes thanked the City and Staff for the flowers and cards on the passing of her mother-in-law.

Councilmember Witt had nothing at this time.

Councilmember Tyler announced the following:

- He stated the Fishing Rodeo was a success. They had over 200 kids participate. He thanked their sponsors Patriot Insurance, Professional Flooring Supplies, Jack's Bait and Tackle and Bass Pro
- East Ridge Optimist Club Kars 4 Kids will be on July 13th. Registration is now open on the Optimist club website.

Mayor Williams discussed the following:

- Library
 - June 27th – Stuffed Animal Sleepover – contact the Library for registration
- Parks and Recreation
 - June 15th – Community Center – Father's Day Field Day – it will feature athletic activities, yard games, and food from 1 – 3 pm. Top Golf will provide inflatables.
 - Mayor Williams had Director Skiles come up to discuss the events in the park, such as adult softball, flag football, tackle football, fall baseball, regular baseball, rec softball, cheerleading, fall soccer, and the fall festival.

Communication from City Manager:

- The Ringgold Road/Multi Modal project is substantially completed.
- East Ridge Animal Shelter - Gas lines have been installed, power will be installed by tomorrow, concrete has been poured, paving next week, installation of stone, store front, and door and hardware will be done next week. He believes completion should be done by the second week in July.
- N. Mack Smith Road – EPB will install new power poles, Chattanooga Gas will relocate gas main from Ringgold Road to the Budgetel. Adams Contracting will resume construction around August 1st.

Old Business:

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 – City Attorney Litchford read on caption. Councilmember Cagle nominated Mr. Larry Green to the Board. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve the nomination of Larry Green to the IDB. The vote was unanimous. Motion approved.

New Business:

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) - City Attorney Litchford read on caption. Mayor Williams opened the public hearing. P J Patel spoke representing the store owners that were in attendance. Mr. Patel gave each of the council members a suggestion list that they had prepared as a counter proposal. After the council has reviewed the suggestions, the owners would like to have a meeting. Councilmember Witt stated that we need to give more time to study the issue. Mayor William closed the public hearing.

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) - City Attorney Litchford read on caption. Vice Mayor Haynes made the motion to table Ordinance 1205. Second: Councilmember Cagle. The vote was unanimous. Motion approved.

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) - City Attorney Litchford read on caption. City Manager Miller stated that there would be no tax increase and that East Ridge has the third lowest tax rate in the County. Only Walden and Lakesite have lower tax rates. Councilmember Tyler made the motion to approve Ordinance 1206 on first reading. Second: Councilmember Witt. The vote was unanimous. Motion approved.

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) - City Attorney Litchford read on caption. City Manager Miller went over the highlights from his budget presentation again and stated that there had been no changes to the budget since it was presented to Council. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1207 on first reading. The vote was unanimous. Motion approved.

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) - City Attorney Litchford read on caption. Finance Director Qualls explained that this was the final budget amendment of the year and included the final payment on the new sanitation truck that arrived in May. Staff had expected it to be delivered in FY 2025 as production had been behind. Councilmember Tyler made the motion to approve Ordinance 1208 on first reading. Second: Councilmember Witt. The vote was unanimous. Motion approved.

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 - City Attorney Litchford read on caption. Economic Development Administrator McAllister explained that this project has been in the process for

some time and that the staff was asking for approval of the bid. Vice Mayor Haynes made the motion to approve Resolution 3558. Second; Councilmember Tyler. Roll call vote: Vice Mayor Haynes - yes; Councilmember Cagle - abstain; Councilmember Tyler - yes; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

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 - City Attorney Litchford read on caption. Mr. McAllister explained that a Land Survey was a requirement for the LPRF Grant to be completed. Councilmember Cagle asked if the work had already been done. Mr. McAllister stated that it has been done due to time constraints. Councilmember Witt made the motion to approve Resolution 3559. Second; Councilmember Tyler. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the June 27, 2024 City Council Meeting

- **Old Business:**

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) - This ordinance was tabled earlier in the meeting.

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) – No further discussion.

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) – No further discussion.

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) – No further discussion.

- **New Business:**

RESOLUTION NO. ____ - Approval of the Victus Proposal for a Sports Facility Feasibility Study for Camp Jordan Park – City Manager Miller stated Victus will give the presentation of this study on June 27th. The next morning, Victus will meet with the County Mayor and his staff to give the presentation, since the County provided funding for this study. Contact Mr. Miller with any questions or comments.

RESOLUTION NO. ____ - Approval of Assessments for McBrien School – Mr. Miller stated this item was discussed this past January and at that time, Council approved doing three assessments on the property, one for asbestos and lead paint, one for an inspection by a structural engineer, and one for an inspection by a licensed contractor.

RESOLUTION NO. ____ - Approval to Purchase a Used Pick-up Truck for the Fire Department – Chief Williams stated the truck would be purchased from funds received from the sale of a Rosenbauer rescue engine, which sold for \$37,000. The Chief is requesting to use \$30,000 of those funds.

RESOLUTION NO. ____ - Approval of Masonry Sand Bids for Parks and Recreation – Director Skiles stated bids were opened on June 12th and they will be presented on June 27th.

RESOLUTION NO. ____ - Approval of Fall/Winter Uniform Bids for Parks and Recreation – Director Skiles stated bids would be opened on June 19th and they will be presented to Council on June 27th.

RESOLUTION NO. ____ - Sale of Flood Property on Jordan Run Road – City Manager Miller stated a resident approached him about purchasing 5.89 acres that adjoin his property. The property would have to be declared surplus and an appraisal done. The resident will pay for the appraisal and pay the appraised value of the property. The resident will decide if he wants to purchase the property when the appraisal is done.

RESOLUTION NO. ____ - Approval of Change Order #003 for East Ridge Animal Shelter – Extension of five (5) days to contract time – Mr. Miller stated the change order is for the extension of a sewer line, which he approved, so a sidewalk will not have to be dug up in the future. The change order would also include the installation of a grinder pump. These changes are for future expansion of the shelter.

Being no further business, the meeting was adjourned.

City of East Ridge

Summary Financial Statement of Revenues and Expenditures
May-24

Unaudited Spent YTD 91.67%

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	6,173,104	6,434,733	97.96%	91.67%
31200	Property Taxes (Delinquent)	500,000	592,862	224,734	44.95%	91.67%
31610	Local Sales Tax - Co. Trustee	3,600,000	3,598,506	3,851,018	106.97%	91.67%
31611	Incremental State Sales Tax	9,304,398	6,237,367	7,397,436	79.50%	91.67%
31710	Wholesale Beer Tax	420,000	402,315	404,808	96.38%	91.67%
31800	State Net Allocation	290,000	310,165	323,024	111.39%	91.67%
31810	Minimum Business Licenses	7,000	9,217	3,423	48.91%	91.67%
31824	Solicitors Permit	0	0	115	0.00%	91.67%
31827	5% State Commission	22,000	24,441	30,965	140.75%	91.67%
31912	* Cable TV Franchise Tax	200,000	164,226	143,286	71.64%	91.67%
31961	Liens Collected by Trustee	25,000	39,527	28,881	115.52%	91.67%
32120	Wrecker Licenses	350	350	400	114.29%	91.67%
32200	Alcoholic Beverage Tax	200,000	226,191	217,394	108.70%	91.67%
32210	Beer Licenses & Etc.	8,000	7,964	7,868	98.34%	91.67%
32220	Liquor Licenses	3,500	3,450	450	12.86%	91.67%
32225	Fireworks Fees/Permits	3,000	1,000	5,000	166.67%	91.67%
32226	Annual Fireworks Permit Fee	300	100	500	166.67%	91.67%
32610	Building Permits	200,000	186,800	86,615	43.31%	91.67%
32615	Fire Preventions/Permits	1,000	1,795	2,330	233.00%	91.67%
32620	Electrical Permits	30,000	29,195	17,045	56.82%	91.67%
32630	Plumbing Permits	15,000	20,823	12,137	80.91%	91.67%
32640	Natural Gas Permits	2,000	1,695	2,065	103.25%	91.67%
32650	Excavating Permits (St. Opening	4,000	4,630	18,400	460.00%	91.67%
32660	Zoning Permits	4,000	4,425	3,950	98.75%	91.67%
32671	Regular Sign Permits	3,500	3,985	3,920	112.00%	91.67%
32672	Temporary Sign Permits	300	75	0	0.00%	91.67%
32690	Plan Review Fees	100	0	0	0.00%	91.67%
32691	Tree Trimming Permits	100	20	40	30.00%	91.67%
32905	Other Code Enforcement Fees	25,000	46,628	28,893	115.57%	91.67%
32960	Yard Sale Permits	200	10	50	25.00%	91.67%
32990	Mechanical Permits	15,000	24,406	20,078	128.65%	91.67%
33140	ARPA Funds - Federal	0	3,142,492	0	0.00%	91.67%
33190	FEMA/TEMA FY 2021	0	18,280	22,482	0.00%	91.67%
33191	Direct Appropriation State of TN	300,000	5,000,000	300,000	100.00%	91.67%
33410	State Law Enforcement Education	37,600	31,200	31,200	82.98%	91.67%
33430	State Fire Service Educational Gra	19,200	20,000	0	0.00%	91.67%
33510	State Sales Tax	2,627,122	2,176,901	2,250,357	85.66%	91.67%
33511	Interstate Telecom. Sales Tax	5,000	3,313	3,963	79.27%	91.67%
33512	Sportsbetting	32,000	36,154	41,153	128.60%	91.67%
33513	Occupancy Tax	1,500	1,214	1,994	132.91%	91.67%
33515	State Sales Tax/Telecommunication	500	793	0	0.00%	91.67%
33520	State Income Tax	0	0	0	0.00%	91.67%
33530	** State Beer Tax	10,192	10,122	9,743	95.60%	91.67%
33540	State Mixed Drink Tax	95,000	85,783	107,030	112.66%	91.67%
33552	State-City Streets And Transportati	40,565	30,458	33,828	83.39%	91.67%
33560	Seized/Awarded by State	0	0	0	0.00%	91.67%
33591	* TVA - Gross Receipts Tax	266,004	203,274	203,971	76.68%	91.67%
33593	Corporate Excise Tax	6,000	6,139	1,386	23.10%	91.67%
34121	Clerks' Fees - Business Tax	2,000	2,675	2,369	118.45%	91.67%
34211	Accident Report Charges	2,000	2,787	1,636	81.80%	91.67%

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%	91.67%
34221	Ridgeside Fire Service Contract	116,604	93,074	106,887	91.67%	91.67%
34231	Police Services	0	1,157	882	0.00%	91.67%
34314	Mowing	9,800	0	0	0.00%	91.67%
34500	Donations - New Animal Shelter	5,000	8,396	4,580	81.61%	91.67%
34515	Rabies & Spay/Neuter Cert.	500	0	240	48.00%	91.67%
34516	Registration	500	195	1,748	349.60%	91.67%
34517	Adoption	1,000	185	1,412	141.20%	91.67%
34518	Board & Impound Fees	1,000	165	560	56.00%	91.67%
34520	A/S Donations-Designated	1,000	1,091	300	30.00%	91.67%
34641	Indoor Soccer Income	178,350	139,944	180,396	101.15%	91.67%
34642	Community Center Income	40,000	36,138	40,085	100.21%	91.67%
34643	Outdoor Soccer Fees	70,000	67,590	84,045	120.06%	91.67%
34644	Baseball Fees	35,000	35,947	49,006	140.02%	91.67%
34645	Softball Fees	25,000	27,208	17,303	69.21%	91.67%
34646	Gate	30,000	41,608	53,587	178.62%	91.67%
34648	Adult League - Softball	30,000	28,500	29,815	95.38%	91.67%
34649	Concerts/Events - Camp Jordan	10,000	6,638	715	7.15%	91.67%
34651	Multi-Purpose Building (Arena)	140,000	151,513	131,050	93.61%	91.67%
34652	Pavilion Rental	18,000	11,225	20,076	111.53%	91.67%
34653	Track Rental	2,000	678	1,537	76.85%	91.67%
34654	Field Rental	62,000	63,572	66,519	107.29%	91.67%
34655	Amphitheater	14,000	13,150	11,536	82.40%	91.67%
34656	Concessions	40,000	38,696	55,775	139.44%	91.67%
34657	Overnight - Rv Rental	18,000	18,525	15,733	87.40%	91.67%
34658	Tournament Team Fees	1,500	2,399	3,975	265.00%	91.67%
34712	Sponsorship/Parks & Rec	5,000	4,700	4,650	93.00%	91.67%
34720	Football Gate	3,000	0	7,023	234.10%	91.67%
34751	Basketball Gate	18,000	16,851	17,433	96.85%	91.67%
34742	Basketball Player Fees	16,000	15,730	22,470	140.44%	91.67%
34743	Football Player Fees	11,000	10,090	21,063	191.49%	91.67%
34744	Photography	1,200	1,135	1,028	85.70%	91.67%
34745	Vending/Concessions	8,000	5,847	15,409	192.61%	91.67%
34746	Cheerleading	2,000	1,608	940	47.00%	91.67%
34747	Rent-Arena Equipment	25,000	6,121	25,517	102.07%	91.67%
34749	Soccer Field Rentals	60,000	48,030	64,511	107.52%	91.67%
34760	Library Charges	1,200	882	686	57.16%	91.67%
34761	Library - Copies	1,500	534	737	49.15%	91.67%
34794	Community Center M. Fee	1,000	565	1,655	165.50%	91.67%
35100	Municipal Court Fines & Costs	400,000	338,096	307,331	76.83%	91.67%
35110	Fortfeiture of Bond	0	0	7,500	0.00%	91.67%
35120	Public Defender Fees	500	25	0	0.00%	91.67%
35150	Diversion Filing	300	0	0	0.00%	91.67%
36100	Interest Earnings	5,000	9,623	9,191	183.81%	91.67%
36211	Rent - Cell Tower	42,925	11,848	41,848	97.49%	91.67%
36310	Sale of Land	0	250,000	0	0.00%	91.67%
36330	Sale Of Equipment	10,000	25,509	4,356	43.56%	91.67%
36350	Insurance Recoveries	50,000	55,165	57,234	114.47%	91.67%
36901	Pipes/Culverts	3,000	5,246	1,824	60.79%	91.67%
36902	Repayment - Damages- Traffic Dev	0	0	0	0.00%	91.67%
36903	Christmas Parade	500	645	595	105.76%	91.67%
36905	Police - Sale of Surplus	15,000	22,461	33,951	226.34%	91.67%
36906	Fire - Sale of Surplus	5,000	14,931	36,766	735.33%	91.67%
36990	Miscellaneous Revenues	25,000	19,978	13,753	55.01%	91.67%
36992	Hamilton County	20,000	0	0	0.00%	91.67%
37200	AHO - Fines/Court Costs	1,500	300	0	0.00%	91.67%
	Use of Fund Balance	245,450	0	0	0.00%	91.67%

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	30,540,587	23,857,432	90.09%	91.67%
	EXPENDITURES					
41000	General Government	1,308,188	1,129,311	1,233,332	94.28%	91.67%
41100	Administrative	1,051,215	958,419	955,858	90.93%	91.67%
41111	City Council	99,490	95,920	92,296	92.77%	91.67%
41210	Municipal Court	395,640	338,840	323,336	81.72%	91.67%
41520	City Attorney	137,075	136,313	100,942	73.64%	91.67%
41800	Buildings & Grounds Maintenance	362,274	285,368	234,885	64.84%	91.67%
41900	City Hall Complex	51,975	49,634	44,282	85.20%	91.67%
42100	Police	2,525,428	2,170,734	2,150,692	85.16%	91.67%
42121	Criminal Investigation	879,088	595,984	667,525	75.93%	91.67%
42123	Patrol	2,811,004	2,339,212	2,720,604	96.78%	91.67%
42125	School Resource	300,000	0	140,894	46.96%	91.67%
42125	Traffic Division	343,290	151,216	134,424	39.16%	91.67%
42200	Fire Department	3,654,114	3,205,586	3,449,306	94.40%	91.67%
42400	Building/Planning/Zoning	688,506	500,826	519,050	75.39%	91.67%
43110	Highway And Street	640,288	452,648	539,091	84.20%	91.67%
43120	Traffic Control & Street Markers	389,132	298,030	368,929	94.81%	91.67%
43170	Transfer Station/Brush Pit/Fleet	9,600	11,253	13,806	143.81%	91.67%
44140	Animal Control	339,617	298,489	293,502	86.42%	91.67%
44410	Parks and Recreation	1,151,350	778,416	975,687	84.74%	91.67%
44420	Multi-Purpose Recreation Bldg	278,454	233,120	241,230	86.63%	91.67%
44430	Community Center	303,540	173,510	282,706	93.14%	91.67%
44450	McBrien Complex	1,400	991	919	65.61%	91.67%
44610	Soccer - Recreation	69,400	45,571	74,753	107.71%	91.67%
44620	Soccer - Indoor	72,700	88,300	110,256	151.66%	91.67%
44630	Baseball/Softball	82,700	59,713	87,460	105.76%	91.67%
44640	Football/Cheer	17,550	13,893	24,611	140.24%	91.67%
44650	Adult Softball	54,800	31,442	36,591	66.77%	91.67%
44700	Basketball	18,000	17,736	24,281	134.90%	91.67%
44800	Libraries	301,906	223,984	228,601	75.72%	91.67%
44810	History Museum	1,225	903	654	53.38%	91.67%
46500	Community Development Programs	10,000	11,018	3,863	38.63%	91.67%
43530	Transfer to ARPA Fund	0	3,142,192	0	0.00%	91.67%
47200	Economic Development	6,705,798	9,282,699	6,386,341	95.24%	91.67%
49100	Debt Service	96,013	497,305	96,013	100.00%	91.67%
49400	Capital Projects - Transfer Out	2,279,613	375,000	0	0.00%	91.67%
	Total Expenditures	26,725,760	27,993,577	22,556,718	84.40%	91.67%
Total	## General Fund	0	2,547,782	1,300,714		

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%	91.67%
33460	State Grant - HIP Funds	260,000	9,785	22,665	4.91%	91.67%
33550	2017 Gas Tax Improve	200,000	165,885	129,656	64.83%	91.67%
33551	State Gasoline And Motor Fuel Tax	570,000	478,045	424,421	74.46%	91.67%
33558	City Transport Mod Tax (Electric)	0	0	1,241	0.00%	91.67%
36100	Interest Earnings	100	167	172	171.68%	91.67%
36330	Sale of Equipment	0	0	0	0.00%	91.67%
	Use of Fund Balance	1,474,849	151,226	100,391	0.00%	91.67%
	Total Revenues and Other Sources	2,919,949	808,214	680,394	40.14%	91.67%
EXPENDITURES						
43190	State Street Aid	2,919,949	808,214	680,394	23.30%	91.67%
	Total Expenditures	2,919,949	808,214	680,394	23.30%	91.67%
Total	## State Street Aid 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 %
122 Grant Fund						
REVENUE						
33109	CSX Transportation Grant - 2022	0	25,000	0	0.00%	91.67%
33114	TML Driver Safety Grant	4,000	4,000	0	0.00%	91.67%
33120	TDOT 2015 Multi Modal Grant	0	1,054,000	0	0.00%	91.67%
33425	Aquatic Stream Clean Grant	1,000	443	0	0.00%	91.67%
33493	TML Safety Grant	3,000	3,000	3,000	100.00%	91.67%
36100	Interest Earnings	0	18	1	0.00%	91.67%
36420	Police Traffic Safety Grant	0	4,548	0	0.00%	91.67%
36421	TN AM Grants	0	1,000	1,000	0.00%	91.67%
36422	Target Grant	0	0	0	0.00%	91.67%
36423	Animal Foundation Grants	0	0	425	0.00%	91.67%
36711	Safety Conservation Grant	4,000	4,750	0	0.00%	91.67%
36920	THS089-Police	0	1,120	0	0.00%	91.67%
36921	Homeland Security - Police	0	0	0	0.00%	91.67%
36922	Homeland Security - Fire	0	0	0	0.00%	91.67%
36925	Violent Crime Intervention Grant	190,000	0	190,751	100.40%	91.67%
36962	Operating Transfers-Capital Project	0	0	0	0.00%	91.67%
	Use of Fund Balance	8,000	0	4,251	0.00%	91.67%
	Total Revenues and Other Sources	210,000	1,097,879	199,429	96.62%	91.67%
EXPENDITURES						
43150	Grants	210,000	62,438	199,429	93.30%	91.67%
	Total Expenditures	210,000	61,831	199,429	93.30%	91.67%
Total	## Grant Fund	0	1,035,441	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%	91.67%
33560	Seized/Awarded by State	35,000	99,222	48,729	139.23%	91.67%
35200	Drug Fines	20,000	40,018	12,763	63.82%	91.67%
35400	Sale of Confiscated Property	2,000	519	0	0.00%	91.67%
36990	Misc. Revenues	0	0	8,330	0.00%	91.67%
	Use of Fund Balance	0	0	0	0.00%	91.67%
	Total Revenues and Other Sources	67,000	139,760	75,997	113.43%	91.67%
EXPENDITURES						
42129	Drug Investigation and Control	67,000	18,273	17,653	26.35%	91.67%
	Total Expenditures	67,000	18,273	17,653	26.34%	91.67%
Total	## Drug Investigation Fund	0	121,487	58,344		

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	4,265,002	6,260,218	94.44%	91.67%
33191	Direct Appropriation-State of TN	0	1,287,500	0	0.00%	91.67%
36100	Interest Earnings	0	19	31	0.00%	91.67%
	Transfer In	0	0	0	0.00%	91.67%
	Use of Fund Balance	0	0	0	0.00%	91.67%
	Total Revenues and Other Sources	6,628,998	5,552,521	6,260,249	94.44%	91.67%
EXPENDITURES						
	Economic Development	5,557,478	3,824,836	5,188,698	93.36%	91.67%
	Debt Payment	1,071,520	0	1,071,520	100.00%	91.67%
	Total Expenditures	6,628,998	3,824,836	6,260,218	94.44%	91.67%
Total	## Economic Development Fund	0	1,727,685	31		

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%	91.67%
34416	Special Assessment - Garbage	1,629,279	1,476,592	1,488,950	91.39%	91.67%
34418	Extra Cans	1,500	1,845	1,470	98.00%	91.67%
34420	Dumpster Rentals	6,000	4,566	5,200	86.67%	91.67%
34422	Recycling - Transfer Station	2,000	4,982	3,743	187.15%	91.67%
34426	Sale Of Mulch	200	86	44	22.00%	91.67%
34430	Refuse Collection And Disposal	2,000	882	657	32.82%	91.67%
36330	Sale of Equipment	0	0	0	0.00%	91.67%
36350	Insurance Recoveries	0	0	0	0.00%	91.67%
	Use of Fund Balance	0	579,273	320,080	0.00%	91.67%
	Total Revenues and Other Sources	1,640,979	2,068,227	1,820,144	91.41%	91.67%
EXPENDITURES						
43200	Solid Waste	1,906,979	2,068,227	1,820,144	91.82%	91.67%
	Total Expenditures	1,906,979	2,068,227	1,820,144	91.82%	91.67%
Total	## Solid Waste Fund	-266,000	0	0		

Budget amended to show use of fund balance to purchase equipment

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	591,006	600,228	95.14%	91.67%
36100	Interest Earnings	1,000	49,538	89,155	10036.41%	91.67%
37940	Transfer In	1,401,000	771,475	1,401,000	100.00%	91.67%
	Use of Fund Balance	0	23,720	0	0.00%	91.67%
	Total Revenues and Other Sources	2,115,774	1,435,739	2,090,383	98.80%	91.67%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	145,564	144,872	144,230	99.08%	91.67%
49114	Refunding Bond Issue - 2021	836,763	835,963	837,263	100.06%	91.67%
49300	Series 2022 Bond Issue	726,325	18,915	490,772	67.57%	91.67%
49310	2015 - Exit One/Capital Projects	208,875	210,750	208,875	100.00%	91.67%
49410	Public Safety Capital Outlay Note	0	53,969	0	0.00%	91.67%
49411	Public Safety Capital Outlay Note	0	34,962	0	0.00%	91.67%
49412	Public Safety - Lease Purchase	37,800	30,000	0	0.00%	91.67%
49413	Public Safety - Capital Outlay Note	106,917	106,309	102,041	99.46%	91.67%
49414	Public Safety - Lease Purchase	53,530	0	53,530	100.00%	91.67%
	Total Expenditures	2,115,774	1,435,739	1,836,710	87.01%	91.67%
Total	## TML Loan Fund	0	0	339,467		

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%	91.67%
33120	TDOT 2015 Multi Modal Grant	3,000,000	231,386	776,988	25.90%	91.67%
33123	Dog Dash Grant	0	0	0	0.00%	91.67%
34510	Dog Park Donations	0	0	0	0.00%	91.67%
36421	TN American Water Grant	0	250,000	0	0.00%	91.67%
36915	Bond Proceeds	7,000,000	2,645,221	2,289,244	32.70%	91.67%
36990	Misc. Revenues	0	4,126	0	0.00%	91.67%
36992	Hamilton County	1,000,000	0	0	0.00%	91.67%
37940	Operating Transfers - Other Funds	2,279,613	2,297,127	0	0.00%	91.67%
	Use of Fund Balance	0	0	1,672,228	0.00%	91.67%
	Total Revenues and Other Sources	13,279,613	5,427,860	4,738,460	23.09%	91.67%
EXPENDITURES						
41800	Bldg & Grounds/Maintenance	500,000	52,366	321,602	64.32%	91.67%
41920	Multi Purpose Pavillion - Town Ctr	0	0	202,759	0.00%	91.67%
43110	Multi Modal Project - Ringgold Road	4,000,000	3,364,848	3,024,339	75.61%	91.67%
43121	North Mack Smith Road	4,850,000	730,663	656,903	13.54%	91.67%
43122	Resurfacing Projects	500,000	516,655	1,800	0.36%	91.67%
43123	Park Ridge Access Road	0	4,543	0	0.00%	91.67%
44410	Parks & Recreation	0	63,711	228,549	0.00%	91.67%
44421	Splash Pad/Playground	0	0	0	0.00%	91.67%
44423	Dog Park - Town Center	0	0	0	0.00%	91.67%
44424	Animal Shelter Building	1,600,000	41,905	217,340	13.58%	91.67%
44425	Dickert Pond Boardwalk & Pier	77,417	113,225	52,623	67.97%	91.67%
44426	Fuel Tank - Public Safety Facility	125,000	0	0	0.00%	91.67%
44430	Community Center - Upgrade	0	0	12,545	0.00%	91.67%
47200	Economic Development	50,000	39,906	20,000	40.00%	91.67%
	Total Expenditures	11,702,417	4,927,821	4,738,460	40.49%	91.67%
Total	## Capital Projects Fund	1,577,196	500,039	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	3,142,192		0.00%	91.67%
	Use of Fund Balance	4,142,192	0	1,466,133	35.39%	91.67%
	Total Revenues and Other Sources	4,142,192	3,142,192	1,466,133	0.00%	91.67%
	EXPENDITURES					
44424	Animal Shelter Facility	3,142,192	0	839,594	26.72%	91.67%
46490	Stormwater Projects - Ringgold Road	1,000,000	2,142,974	626,539	15.13%	91.67%
	Total Expenditures	4,142,192	2,142,974	1,466,133	20.13%	91.67%
Total	## Capital Projects Fund	0	999,218	0		

ORDINANCE NO. 1206 & NO. 1207

**AGENDA MEMORANDUM
FISCAL YEAR 2024-2025 BUDGET**

June 27, 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 City was recently notified by CARTA that the cost of the CARE-A-VAN service would be increased from \$10 per trip (a round trip would cost \$20) to \$20 per trip (a round trip would

cost \$40). CARTA officials mentioned that they have enough grant funds available to fund our program at \$10 per trip for approximately 5 months. Thereafter, CARTA will have to increase the ridership rates. There is an appropriation in the FY 24-25 budget under Community Development Programs in the amount of \$10,000. Staff suggests that we amend the budget at the time the rate increase goes into effect.

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 second and final reading.

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>
TOTAL REVENUES	<u>29,299,432</u>	<u>24,781,195</u>	<u>27,265,597</u>

EXPENDITURES

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>
TOTAL	<u>4,157,080</u>	<u>4,165,791</u>	<u>4,676,503</u>

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>
TOTAL	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>
TOTAL	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>
TOTAL	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
TOTAL	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>
TOTAL	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
<i>VARIANCE</i>	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>
<i>VARIANCE</i>	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>
<i>VARIANCE</i>	-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>
<i>VARIANCE</i>	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>
<i>VARIANCE</i>	1	10	0

Solid Waste Fund			
<u>REVENUE BUDGET</u>			
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
<u>EXPENDITURE BUDGET</u>			
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
<i>VARIANCE</i>	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

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 27, 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. 3560

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 prepared to make a presentation of their summary and findings to the Mayor and City Council at the regular business meeting of June 27, 2024.

Since Hamilton County, via Mayor Weston Wamp, contributed \$20,000 towards this study Victus Advisors will be making a presentation to him and his staff on June 28, 2024.

Attachment

JSM/

RESOLUTION NO. 3560

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
ACCEPTING THE DELIVERY AND RECEIPT OF A
SPORTS FACILITY FEASIBILITY STUDY
PERFORMED BY VICTUS ADVISORS RELATED TO
THE POTENTIAL EXPANSION AND ENHANCEMENT
OF INDOOR AND OUTDOOR FACILITIES LOCATED
AT CAMP JORDAN PARK**

WHEREAS, on December 14, 2023, the East Ridge City Council approved Resolution No. 3476 authorizing the City to enter into a professional services agreement with Victus Advisors to perform a Sports Facility Feasibility Study related to the potential expansion and enhancement of indoor and outdoor facilities located at Camp Jordan Park; and

WHEREAS, Victus Advisors has now completed the study and presented their summary and findings of the study to the East Ridge City Council on June 27, 2024.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Council hereby accepts the delivery and receipt of the summary and findings of the Sports Facility Feasibility Study performed by Victus Advisors related to the potential expansion and enhancement of indoor and outdoor facilities located at Camp Jordan Park and reserves the right to undertake further action at the sole discretion of the Council.

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

DRAFT
Subject to Change

VICTUS

ADVISORS

EXECUTIVE SUMMARY:
CAMP JORDAN SPORTS FACILITIES
FEASIBILITY STUDY

JUNE 6, 2024 // DRAFTv2





PROJECT BACKGROUND & METHODOLOGY



Project Background - Victus Advisors (or "Victus") was engaged in December 2023 by the City of East Ridge ("East Ridge" or the "City") to conduct a sports facility feasibility study for the potential expansion and/or enhancement of indoor and outdoor facilities located at the City's Camp Jordan Park:

Phase 1 -

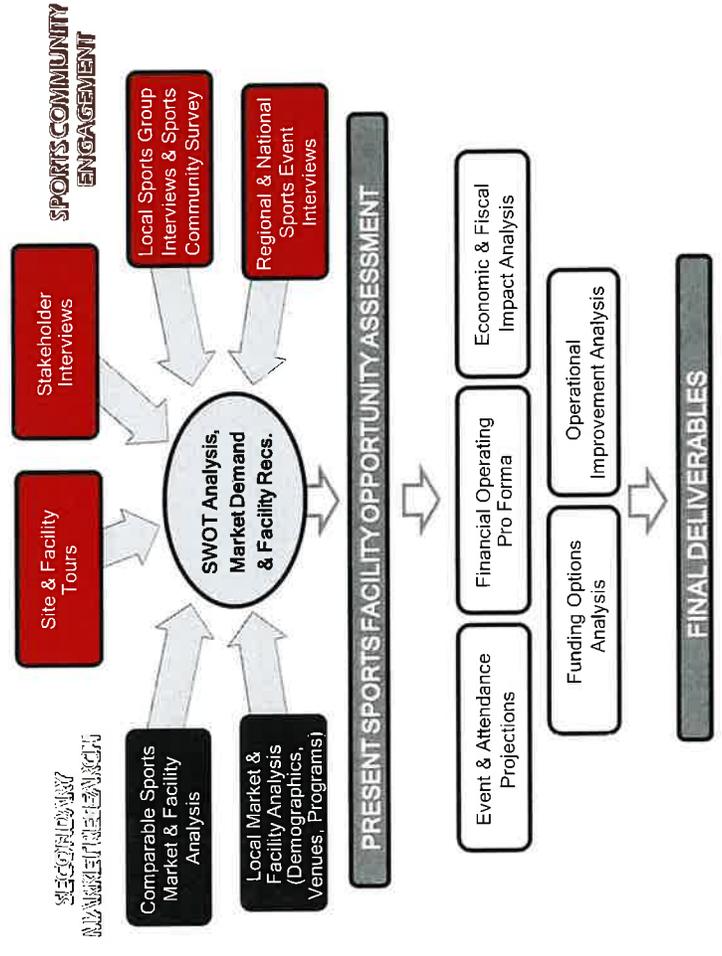
- a) **Local Market & Facility Analysis** - Conduct a historical review of the operations of Camp Jordan Park, as well as analyze additional local sports programs and facilities within the East Ridge/Chattanooga area.
- b) **Market Demand Analysis** - Develop a comprehensive profile of the strengths/weaknesses of East Ridge as a sports market.
- c) **Sports Tourism Market & Facility Opportunity Analysis** - Develop an analysis of sports tourism market and facility opportunities for East Ridge.

Phase 2 -

- c) **Operating & Financial Analysis** - Develop recommended operating model and custom financial pro forma for the potential expansion and/or enhancement of indoor and outdoor facilities at Camp Jordan.
- d) **Economic/Fiscal Impact & Funding Analysis** - Estimate the economic/fiscal impacts that could be generated by the potential expansion and/or enhancement of indoor and outdoor facilities at Camp Jordan.

The flow chart at right shows a more detailed visualization of our study methodology.

Study Methodology -



Please Note: This Executive Summary only contains select highlights from our research and analysis, and our full report should be read in its entirety in order to understand all of our research, recommendations, analyses, and conclusions.



HISTORICAL REVIEW OF CAMP JORDAN



Overview - The development of Camp Jordan started in 1978 with two (2) ball fields. The footprint of the Complex is about 275 acres and has the following features and amenities:

- 34,000 sq. ft. arena with 3,500 to 5,000-seat capacity (depending on event type)
- Amphitheater with fenced area (10,000-person capacity concerts)
- Picnic pavilions
- 13 grass lighted baseball/softball fields with seating for 50 people per field (all are lighted)
- 14 grass soccer fields (8 lighted)
- Lighted soccer stadium with 200-seat capacity
- 2 beach volleyball courts
- Scenic 2-mile paved walking/running trail
- 2-mile nature trail
- 2 canoe/kayak launch
- 18-hole disc golf course
- Fishing pond with a boardwalk and pier
- Zipline and ropes course
- Grassy areas for passive, leisure activities
- RV campground with 58 spaces
- 1,765 hard-surfaced parking spaces.

Sports Event Activity - Camp Jordan hosted nearly 69 sports events/tournaments in 2023, while there are over 50 sports events/tournaments that have already been held or will be hosted in 2024. The diamond fields at Camp Jordan have hosted the most sports events/tournaments over the last two (2) years.

Sports Tourism Activity - Sports tourism events at Camp Jordan (including the Arena) have generated an average of 10,873 annual room nights and an annual average of approximately \$13.1 million dollars of estimated economic impact over the last three (3) years.

Event Rainouts - Due to the lack of artificial turf fields, events held on Camp Jordan's sports fields have been prone to rainouts. For example, in the first four-and-a-half months of 2024, 12 sports event days were cancelled due to rain.

Recent Capital Improvements - The City of East Ridge recently approved \$1.5 million in improvements at Camp Jordan. It should also be noted that the City recently made over \$4.1 in improvements (since 2018) to the outdoor fields, including re-fencing the fields, adding dugout gates, infield renovations, and adding four new rectangular fields among other upgrades.

2023 East Ridge Master Plan - The City's recent master plan called for several short and long-term improvements at Camp Jordan including upgrading several of the soccer and baseball fields to artificial turf.



DEMOGRAPHIC & SOCIOECONOMIC ANALYSIS



City of East Ridge - East Ridge has a population of 22,360.

Hamilton County - Hamilton County has a population of 374,183. Chattanooga is the County seat.

2023 Population Data -

- Over the past 20 years, the population of the City of East Ridge has grown at 0.3% annually, while Hamilton County has grown at nearly 1%.
- The City of East Ridge, Hamilton County, and the Chattanooga MSA's median age are higher than the national average. A lower median age tends to represent a large presence of working-age populations and families, which can be a positive indicator for youth/amateur sports and community recreation demand.
- The City of East Ridge, Hamilton County, and the Chattanooga MSA also have a smaller percentage of their populations under the age of 18 than the national average.
- The City of East Ridge and Hamilton County have a lower percentage of households with children than both the Chattanooga MSA and the U.S. average. A high percentage of households with children can be a positive indicator for youth sports/recreation participation demand in the local area.
- After accounting for cost-of-living indexes (COLI), the COLI-adjusted median household income in East Ridge is lower than Hamilton County, the Chattanooga MSA, and the U.S. median income, however Hamilton County as a whole is greater than the U.S. average.

Weekday Sports Usage Drive-Time Zones - There is a population of just under 169,000 people within a 15-minute drive time of Camp Jordan, and over 515,000 people within a 30-minute drive time of Camp Jordan.

Regional Tournament Drive-Time Zones - There is a population of over 12.6 million people within a 2.5-hour drive time of East Ridge, and over 28 million people within a 5-hour drive time of East Ridge, to potentially draw from for sports tourism events.

East Ridge Hotels, Restaurants & Retail - Despite East Ridge's relatively small population, the City features a strong hotel inventory and popular attractions such as Bass Pro Shops and Topgolf. Victus Advisors found over 10 hotels (minimum 2-star hotel class) in East Ridge, including several that are conveniently located near the entrance to Camp Jordan Park. Victus also found numerous dining options within walking distance of Camp Jordan including Dairy Queen, Chick-fil-A, and Jonathan's Grille. Retail options off Ringgold Rd in East Ridge include Walmart Neighborhood Market and Tennessee's First Shopping Center.



CHATTANOOGA AREA SPORTS FACILITY INVENTORY & ANALYSIS



Chattanooga Sports Tourism Facilities - Victus Advisors identified a sample of sports facilities located within the greater Chattanooga MSA.

Facility
1 AT&T Field
2 Camp Jordan
3 Champions Club Tennis Complex
4 Chattanooga Convention Center
5 Finley Stadium
6 Frost Stadium
7 Girls Preparatory School Tennis Center
8 McKenzie Arena
9 Middle Valley Park
10 Redoubt Soccer Complex
11 Spears Stadium
12 Strang-Voges Tennis Center
13 Summit of Softball Complex
14 Warner Park Softball Complex

Chattanooga Sports Tourism Facility Inventory - As shown below, there are over 33 multi-use fields and over 40 ball fields (baseball or softball). From a basketball/volleyball standpoint, there is no facility with more than one (1) multi-use court. Additionally, there are over 60 tennis courts in the market.

Facility	Location	Multi-Use Courts	Multi-Use Fields	Ball Fields	Tennis Courts
AT&T Field	Chattanooga	1	-	1	-
Camp Jordan	East Ridge	-	13	13	-
Champions Club Tennis Complex	Chattanooga	-	-	-	26
Chattanooga Convention Center	Chattanooga	-	-	-	-
Finley Stadium	Chattanooga	1	-	-	-
Frost Stadium	Chattanooga	-	-	1	-
Girls Preparatory School Tennis Center	Chattanooga	1	-	-	12
McKenzie Arena	Chattanooga	-	-	-	-
Middle Valley Park	Hixson	-	5	10	8
Redoubt Soccer Complex	Chattanooga	-	8	-	-
Spears Stadium	Chattanooga	-	1	-	-
Strang-Voges Tennis Center	Chattanooga	-	-	2	14
Summit of Softball Complex	Ooltewah	-	5	8	-
Warner Park Softball Complex	Chattanooga	-	-	5	-
TOTAL		1	33	40	60

Chattanooga Sports Tourism Activity* -

**Based solely on events brought in, supported, or created by Chattanooga Sports*

Camp Jordan has hosted more events than any of the other profiled facilities in the last three (3) years). On average, Camp Jordan hosts approximately 15 sports tourism events per year.

Facility	Total Events ('21-'23)	Average Annual Events
Camp Jordan	45	15
Summit of Softball Complex	44	15
Champions Club Tennis Complex	23	8
Chattanooga Convention Center	15	5
Finley Stadium	7	2
Warner Park Softball Complex	7	2
Girls Preparatory School Tennis Center	3	1
Redoubt Soccer Complex	3	1
Spears Stadium	3	1
Strang-Voges Tennis Center	3	1
Frost Stadium	2	1
McKenzie Arena	2	1
Middle Valley Park	2	1
AT&T Field	1	1

Camp Jordan also generated more than 10,800 annual room nights over the last three (3) years, which is the second most room nights from sports tourism events over the last three (3) years.

Camp Jordan has generated approximately \$13.1 million in annual estimated economic impact, which ranks second most among the profiled Chattanooga MSA facilities.



COMPETITIVE & COMPARABLE SPORTS MARKET ANALYSIS



Sports Tourism Trends -

- “Sports Tourism” is regional or national travel to observe or participate in a sporting event.
- The typical sports tourism traveler is a family traveling via car within a 3-to-6 hour drive range for youth/amateur sports tournaments.
- Visitor spending via sports tourism is typically captured via room nights/hotel spending, restaurants, retail, and local entertainment and cultural attractions.
- In 2023, US sports tourism exceeded \$52.2 billion in annual spending by sports travelers, event organizers.

Benchmark Facilities (Indoor Sports Centers) - As shown below, the indoor courts facilities profiled have at least six (6) basketball courts and/or at least 9 volleyball courts. On average, they have 8.3 basketball courts and 16.6 volleyball courts. Comparatively, Camp Jordan does not currently have any basketball/volleyball courts.

Facility	Location	Owner	Operator	Basketball Courts*	Volleyball Courts**
Camp Jordan	East Ridge, TN	Public	Public	-	-
Birmingham Crossplex	Birmingham, AL	Public	Private	-	9
LakePoint Sports	Emerson, GA	Private	Private	12	24
Memphis Sports & Events Center	Memphis, TN	Public	Private	8	16
Myrtle Beach Sports Center	Myrtle Beach, SC	Public	Private	8	16
Pacers Athletic Center	Westfield, IN	Private	Private	8	10
Rock Hill Sports & Events Center	Rock Hill, SC	Public	Public	10	18
Rocky Top Sports World	Gallinburg, TN	Public	Private	6	12
Round Rock Sports Center	Round Rock, TX	Public	Public	6	12
HIGH				12	24
AVERAGE				8.3	14.6
LOW				6	9

Benchmark Facilities (Outdoor Sports Complexes) -

As shown below, the outdoor sports complexes we profiled average more than twelve (12) rectangular fields and more than twelve (12) baseball/softball diamonds. Comparatively, Camp Jordan is above the average in terms of both rectangular fields (14) and diamonds (13).

Facility	Location	Owner	Operator	Rectangular Fields	Ball Diamonds
Camp Jordan	East Ridge, TN	Public	Public	14	13
Elizabethtown Sports Park	Elizabethtown, KY	Public	Public	12	12
Foley Sports Complex	Foley, AL	Public	Public	5	10
Foley Sports Tourism Complex	Foley, AL	Public	Public	16	-
Grand Park Sports Campus	Westfield, IN	Public	Private	31	26
LakePoint Sports	Emerson, GA	Private	Private	3	8
Manchester Meadows Park	Rock Hill, SC	Public	Public	8	-
Richard Siegel Soccer Complex	Murfreesboro, TN	Public	Private	20	-
Rocky Top Sports World	Gallinburg, TN	Public	Private	7	-
The Ripken Experience Pigeon Forge	Pigeon Forge, TN	Public	Private	-	6
USSSA Space Coast Complex	Viera, FL	Private	Private	-	15
HIGH				31	26
AVERAGE				12.8	12.8
LOW				3	6

Conclusions for East Ridge -

- **Outdoor** - Camp Jordan has a large inventory of rectangular fields and diamonds, however the facility’s positioning for tournaments could be improved with at least half of its fields having lights and artificial turf.
- **Indoor** - In order for East Ridge to draw sports tourism activity similar to competitive and comparable markets and facilities, it would need greater than six (6) basketball courts, which could be converted to more volleyball courts (at a 2-to-1 ratio) for an indoor sports center.



STAKEHOLDER INTERVIEWS



Overview - From January to March 2024, Victus conducted in-person, virtual and telephone interviews with representatives from the following 17 stakeholder groups (in alphabetical order):

- ASA Engineering
- Buddy's BBQ
- Camp Jordan Park
- Chattanooga Sports
- City of East Ridge
- Connect Sports Events
- East Ridge Economic & Community Development
- East Ridge Planning Commission
- East Ridge Planning Commission
- Family Concessions, LLC
- Hamilton County
- LBA Hospitality
- Local business owners
- Top Golf
- Vision Hospitality
- Wolfveer Development

Stakeholder Feedback Summary -

- **General Feedback:** In general, stakeholders felt that the facilities at Camp Jordan are outdated, as many interviewees mentioned the specific need for artificial turf on both rectangular fields and ball fields. Additionally, multiple stakeholders mentioned that East Ridge currently lacks the indoor facilities to accommodate indoor sports events (i.e. basketball and volleyball tournaments)
- **Perception of East Ridge as a Sports Tourism Destination:** Interviewees felt strongly about East Ridge as a potential destination for regional and national sports tournaments and events. One interviewee mentioned that East Ridge "is in the perfect location right off of the interstate (I-75)."
- **Indoor Sports Center Demand:** Stakeholders also confirmed the need to add an indoor facility with multiple multi-use courts. Interviewees felt that East Ridge could be a destination for basketball, cheer, wrestling and volleyball tournaments, as several stakeholders mentioned volleyball as a sport that is expanding both locally and regionally.

Stakeholder Summary (Cont.) -

- **Potential Partnerships:** Interviewees stated that Hamilton County has a strong partnership with the City of Chattanooga and felt a similar partnership could be developed with the City of East Ridge.
- **Overall Conclusions:**
 - Feedback from interviewees suggested the need for artificial turf fields for both the rectangular fields and ball fields in order to sustain sports tourism activity for outdoor sports.
 - The addition of an indoor sports center at Camp Jordan could make the complex year-round for sports tourism activity.
 - There appears to be potential partnership interest from Hamilton County.



EXISTING EVENT INTERVIEWS



Overview - In January, February, and March 2024, Victus Advisors conducted in-person, virtual and telephone interviews with representatives from the following 14 existing sports and event organizers (in alphabetical order):

- All or Nothing Fights
- Birdytown Exotics
- Chattanooga Flying Disc Club
- Chattanooga FC
- D-BAT Chattanooga
- Guns and Hoses Chattanooga
- Just Between Friends
- Kid Quest
- National Soccer Events
- Chattanooga Red Wolves SC
- Southern Softball Association
- Touch The Sky Events
- USSSA Baseball
- The University of Tennessee at Chattanooga Cross Country and Track & Field

Interview Summaries -

- **Strengths of Camp Jordan:** Interviewees spoke very highly of the staff at Camp Jordan Park. One interviewee stated that Camp Jordan is their favorite facility because of the staff, as they are communicative and responsive.
- **Weaknesses of Camp Jordan:** Interviewees mentioned that the arena needs to be updated with better lighting, more modern technological features, and more convertible space for event organizers.
- **Flooding of Fields:** Several interviewees noted that flooding is an issue at Camp Jordan Park when it rains. Interviewees mentioned that they would like to see improved drainage system and/or a conversion of both rectangular fields and ball fields to artificial turf. Existing event organizers confirmed that this would help them avoid cancellations due to inclement weather.

Interview Summaries (Cont.) -

- **Suggested Improvements:** Interviewees requested several improvements to Camp Jordan including; converting many or all fields to artificial turf, adding in lights to existing fields, and major renovations to the arena (A/V, electrical, etc.)
- **Conclusion for East Ridge:** Feedback from interviewees suggested that Camp Jordan would be more successful (locally and regionally) with artificial turf fields, significant updates to lighting, bathrooms, and concessions, and an indoor arena capable of hosting more event types.



PROSPECT EVENT INTERVIEWS



Overview - In January, February, and March 2024, Victus Advisors conducted in-person, virtual and telephone interviews with representatives from the following 20 prospective sports and event organizers (in alphabetical order):

- American Youth Soccer Organization
- AAU Volleyball - Southeastern Region
- Atlantic Coast Events
- Club Unite Volleyball
- Grand Slam Sports Tournaments
- High School Cup
- Inside Pickleball
- JVC Tournaments
- Middle Tennessee Basketball Showcase
- NXT Lacrosse
- On The Radar Hoops
- Phenom Hoops
- Pop Warner Little Scholars
- ShowTime Events
- Teammate Basketball
- Tennessee Fast Pitch
- Tennessee State Soccer Association
- Trademark Player 7v7
- USA Softball
- USSSA Fastpitch

Interview Summaries -

- **Perception of East Ridge as a Host of Regional/National Events:** Generally, interviewees spoke highly of East Ridge as a host for regional and national sporting events. One interviewee stated that the location profiles “really well” and that they “would love to hold tournaments there.” More specifically, interviewees who were familiar with Camp Jordan Park mentioned that it is conveniently located right off of the interstate, and that there are plenty of affordable restaurants and lodging options in close proximity to the facility.
- **Baseball/Softball Interest:** All of the groups expressed interest in using a renovated/improved outdoor baseball/softball facility at Camp Jordan Park. Overall, we found initial interest for up to nine (9) total annual tournaments/weekend events.
- **Indoor Sports Interest:** All of the groups expressed interest in using a new indoor sports facility at Camp Jordan. Overall, we found initial interest for up to 20 total annual tournaments/weekend events.

DRAFT - Subject to Change

Interview Summaries (Cont.) -

- **Conclusions for East Ridge:**
 - **Outdoor** - Almost all outdoor groups Victus interviewed expressed interest in hosting events at a renovated/improved Camp Jordan Park. We found initial interest for up to nine (9) baseball/softball and six (6) soccer and football annual tournaments/weekend events.
 - **Indoor** - We found significant demand for an indoor sports center that had a minimum of at least six (6) basketball courts that could be convertible to 12 or more volleyball courts.



CAMP JORDAN SPORTS COMMUNITY SURVEY



Overview - In addition to in-person and phone interviews, Victus Advisors also conducted online surveys with 456 athletes, parents, and coaches of local sports organizations who have used Camp Jordan in the past. Respondent profile:

- 44% Male, 55% Female, 1% Other
- 80% between the ages of 18 and 59
- 89% White (Non-Hispanic), 4% African-American, 2% Hispanic, 5% Other
- 72% had at least one (1) child under 18 years of age in their household
- Median Household Income: \$100,000 to \$149,999
- Residence:
- 73% Hamilton County
- 20% Catoosa County (Georgia)
- 4% Walker County (Georgia)
- 3% Other

Survey Results -

- **Overall Satisfaction with Camp Jordan:** Respondents rated Overall Satisfaction with the Camp Jordan with a Top-2 box score of 49%, which is considered a roughly "Average" level of customer satisfaction.
- **Satisfaction with Camp Jordan Elements:** The location of the complex within Hamilton County was the only element about Camp Jordan that received a "Good" (65% or better) satisfaction score. The lowest scores were given to Restrooms, Concessions, and Scoreboards/Sound Systems (20% or higher Bottom-3 Box).

Survey Results (Cont.) -

- **Importance of Potential Camp Jordan Improvements:** The highest rated potential improvements for Camp Jordan include improved drainage for outdoor fields, improved/modernized restrooms, and more restrooms.
- **Other Sports Destinations vs. Camp Jordan/East Ridge:** Respondents rated Camp Jordan and East Ridge poorly as a sports destination (relative to other sports travel destinations they've visited) in terms of the "quality of sports facilities" and "markets itself as a top amateur sports destination". However, Camp Jordan/East Ridge was rated higher than other destinations in terms of the Presence of Nearby Lodging, Family Entertainment, and Restaurants, as well as Ease of Travel Access.

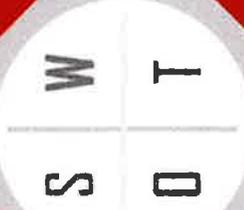


SPORTS TOURISM SWOT ANALYSIS FOR EAST RIDGE & CAMP JORDAN



Strengths

1. Strong Hotel/Dining/Entertainment Inventory
2. Successful Track Record of Hosting Sports Tourism Events
3. Convenient Location & Access
4. Camp Jordan Staff



Weaknesses

1. Outdated Facilities at Camp Jordan
2. Flooding at Camp Jordan
3. Lack of Indoor Sports Courts

Opportunities

1. Attract More Visitors from Drive Markets
2. Opportunities to Expand Existing Outdoor Events
3. Lack of an Indoor Sports Tourism Facility in the Chattanooga Market
4. Demand for Indoor Sports Court Facility at Camp Jordan

Threats

1. Regional Facility Competition
2. Future Facility Construction



SPORTS FACILITY OPPORTUNITY ANALYSIS FOR CAMP JORDAN



Initial Identification of Potential Sports Facility Opportunities -

Indoor Sports

- **Hotel Availability:** East Ridge hotel occupancy was below 50% for four (4) months of 2023 (in particular January and December), which implies that there could be significant hotel availability in the winter months to help service sports tourism events if a facility was built to attract indoor events. Furthermore, East Ridge hotels' ADR of \$94 in 2023 is well below the 2023 national average of \$156 which can be a competitive advantage in drawing sports tourism travelers.

- **Indoor Court Sports:** Multiple stakeholders mentioned that East Ridge currently lacks the indoor facilities to accommodate indoor sports events (i.e. basketball tournaments, volleyball tournaments).

Outdoor Sports

Several interviewees noted that flooding is an issue at Camp Jordan Park when it rains. Interviewees mentioned that they would like to see improved drainage system and/or a conversion of both rectangular fields and ball fields to artificial turf. Existing event organizers confirmed that this would help them avoid cancellations due to inclement weather.

Other Recommendations

Interviewees confirmed that the arena needs better lighting and more electrical outlets throughout the space. Additionally, users noted that audio/visual (AV) systems need to be improved, as well as the general acoustics in the facility.

Initial Camp Jordan Recommendations -

1. Immediate Improvements to Existing Infrastructure

- Fix drainage/flooding issues
- Upgrade restrooms, concessions, and A/V improvements
- Convert grass sports fields to artificial turf. We recommend converting at least six (6) lit rectangular fields and six (6) lit ball diamonds to artificial turf to ensure that event organizers can operate their tournaments in rainy conditions.

2. New Indoor Sports Court Facility

- Stakeholders and event organizers alike stressed the need for an indoor sports center in the Chattanooga Market, stating that the best opportunity for additional sports tourism would be an indoor sports center. There is demand for up to eight (8) to 10 hardwood basketball courts, which would also be convertible for volleyball, pickleball, wrestling, cheer, etc.
- Chattanooga Sports mentioned that the last time they hosted a large basketball event was in 2014, and they had to use 12 different venues. For smaller events, they have occasionally used the Chattanooga Convention Center, but have had to bring in temporary sports flooring.

3. Additional Rectangular Fields

- Chattanooga Sports felt that there are not enough rectangular fields regionally, and that they could work to host more and larger tournaments with access to more rectangular fields.
- Larger regional and national soccer events have interest in using upwards



SPORTS FACILITY USAGE PROJECTIONS



Overview - Based on input from the City, we created the following two (2) models for analysis:

Upgraded Outdoor Complex

- Features: Conversion of six (6) rectangular fields and six (6) ball diamonds to artificial turf. It is recommended that all of the artificial turf fields should have lights.

New Indoor Sports Center (approximately 150,000 sq. ft.)

- Features: 10 hardwood basketball courts, convertible to 16 to 20 volleyball courts, as well as capabilities for other sports uses such as pickleball, wrestling, cheer, etc.

Outdoor Sports Complex Incremental Annual Utilization - As shown at below, we are estimating at least 15 incremental sports tournaments/events per year with an upgraded outdoor complex. It should be noted that the incremental events would be a mix of 1-day and 2-days events:

Venue	ANNUAL EVENTS		
	2023-2024 Average	Upgraded Increment	Stable Year
Diamond Fields	33	7	40
Rectangular Fields	12	8	20
TOTAL	45	15	60

Outdoor Sports Complex Out-of-Market Visitation - It is estimated that visitors from outside of the Chattanooga MSA could account for about 80% of incremental annual attendance at an upgraded outdoor complex:

	TOTAL
In-Market Visits	16,000
Out-of-Market Visits	65,000
TOTAL VISITORS	81,000

New Indoor Sports Center Estimated Annual Visitation - It is estimated that an indoor sports center in East Ridge could host approximately 22 annual sports tournaments, primarily on the weekends or during holidays:

Estimated Annual Basketball Tournaments: 8
Estimated Annual Volleyball Tournaments: 12
Estimated Annual Other Sports Tournaments: 2
Estimated Annual Non-Sports Events: 22
Total Estimated Annual Visits: 302,400**

New Indoor Sports Center Estimated Out-of-Market Visitation - It is estimated that visitors from outside of the Chattanooga MSA could account for about 63% of annual attendance at a potential indoor sports center:

	Weekday	Weekend	TOTAL
In-Market Visits	104,400	8,600	113,000
Out-of-Market Visits	26,100	163,300	189,400
TOTAL VISITORS	130,500	171,900	302,400



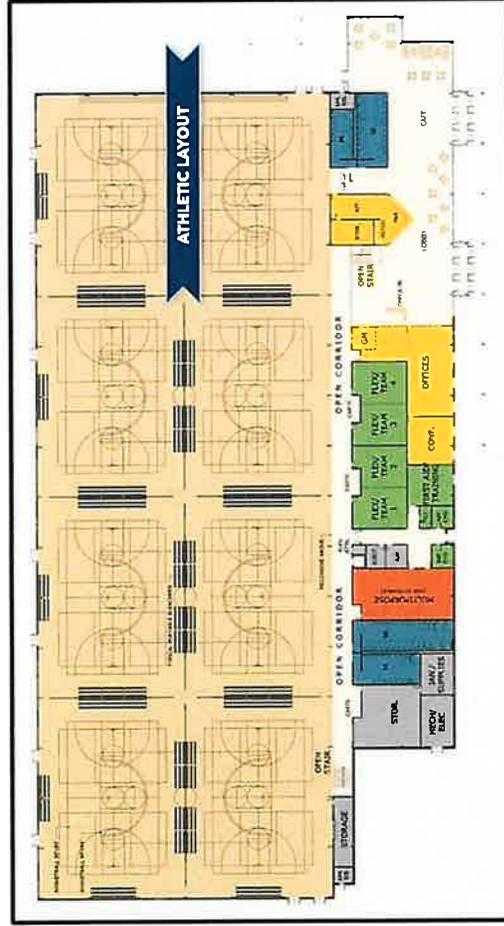
SAMPLE COMPARABLE INDOOR SPORTS CENTER FLOOR PLANS



Myrtle Beach Sports Center -



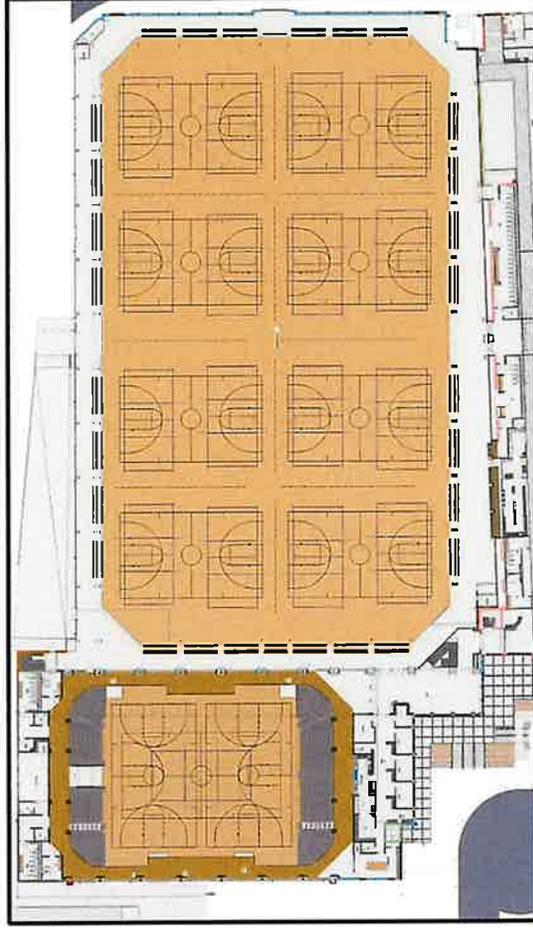
- Opened: 2015
- Construction Cost: \$18.3M in Q4 2023 dollars*
- Owner: City of Myrtle Beach
- Operator: Private Manager (City Contract)
- Venue Footprint: 100,000 sq. ft.
- Features:
 - 8 basketball courts convertible to 16 volleyball courts
 - 4 flex rooms (for locker rooms, etc.) and a snack bar



Rock Hill Sports & Events Center -



- Opened: 2020
- Construction Cost: \$32M in Q4 2023 dollars*
- Owner/Operator: City of Rock Hill
- Venue Footprint: 170,000 sq. ft.
- Features:
 - 10 basketball courts convertible to 18 volleyball courts
 - Championship court with 1,200 seats
 - 8,000 sq. ft. event space, plus small conference rooms





CAMP JORDAN OPERATIONS REVIEW & RECOMMENDATIONS



Current Camp Jordan Operating Model - The City of East Ridge's current system of operating Camp Jordan via East Ridge Parks & Recreation has benefited the City in a number of key ways, including but not limited to:

- Generally speaking, the City has had a consistent approach to programming for local residents, renting to local groups, and hosting sports tourism events.
- As the owners and operators of Camp Jordan, the City of East Ridge has the discretion of how to balance local use and access during the week and generating economic impact during the weekends via sports tournaments and events.
- Several interviewees were complimentary of the operations and management aspect of Camp Jordan. One interviewee spoke highly of the staff and asserted that they communicate well, and also do their best to ensure events are able to take place even in the case of inclement weather. Another interviewee asserted that "the staff takes pride in the facility" and that they are responsive and honest.

Disadvantages -

- The City has a larger parks/recreation department that includes significant facility management and sports programming headcount.
- The parks/recreation department doesn't always have enough access to other key municipal resources, such as marketing and communications.

Recommendations for the City of East Ridge -

Regarding the operations of the upgraded outdoor complex, Victus recommends that the East Ridge Parks & Recreation department should continue as operator. The staff has established a local and regional reputation for servicing programs and events and is a key strength of Camp Jordan.

Whereas for a new indoor facility, the City will have the option of:
a) operating it via their Parks & Recreation department, b) partnering with the County for operations of the indoor facility, or c) hiring a private management firm. While operating the new indoor facility within the City's Parks & Recreation department is certainly a viable option (with many of the same pros/cons as previously discussed), it may be necessary for the City to explore other options if funding of construction of a new indoor sports center requires new public-public and/or public-private partnerships.

Regardless of eventual operating model for the indoor sports center, it will be important for the City to improve the long-term success for a renovated Camp Jordan and/or a new indoor sports center at Camp Jordan by investing in marketing/branding efforts to position the Camp Jordan Sports Complex as a premier regional destination for sports tournaments in activities (as detailed in our full report).



ECONOMIC/FISCAL IMPACT & RETURN ON INVESTMENT ANALYSIS



Summary of Net Economic & Fiscal Impacts Over 30 Years - Over a 30-year period, it is estimated that the proposed new and improved sports tourism facilities at Camp Jordan could generate overall long-term impacts within Hamilton County with a net present value (NPV) of:

- **Economic Impacts (NPV)**
- \$650 million in combined total economic output
- 488 combined sustainable annual jobs
- \$622 million in combined total labor income

Model	ECONOMIC IMPACTS (30-YR NPV)		
	Total Output	Employment	Labor Income
Upgraded Outdoor Fields	\$194,521,000	145	\$186,107,000
Indoor Sports Center	\$456,161,000	343	\$436,218,000
TOTAL	\$650,682,000	488	\$622,325,000

Fiscal Impacts (NPV)

- \$7.6 million in combined City sales and hotel taxes
- \$8.7 million in combined County sales and hotel taxes

Model	FISCAL IMPACTS (30-YR NPV)			
	County Sales Tax (1.125%)	County Hotel Tax (4%)	City Sales Tax (1.125%)	City Hotel Tax (4%)
Upgraded Outdoor Fields	\$1,341,000	\$1,276,000	\$1,211,000	\$1,082,000
Indoor Sports Center	\$2,920,000	\$3,158,000	\$2,639,000	\$2,682,000
TOTAL	\$4,261,000	\$4,434,000	\$3,850,000	\$3,764,000
				\$7,614,000

Return on Investment Analysis - As shown below, based on an analysis of estimated total capitalized project costs (construction, operations, and maintenance reserves) versus incremental annual direct spending generated from new visitors, both the upgraded outdoor fields and indoor sports center are expected to have a positive return on investment (ROI).

When measured against net new direct spending attracted to the area via new sports tourism visitors:

- Outdoor field upgrades are expected to have an internal rate of return (IRR) of 37% and a payback period of 3.5 years
- A new indoor sports center is estimated to have an IRR of 28% and a payback period of 5.2 years.

Outdoor Fields ROI Analysis

Estimated Construction Cost	\$13,000,000
Capitalized Operating Cost (30 Years)	\$474,905
Total Capitalized Project Cost	\$13,474,905
Incremental Annual Direct Spending (Year 1)	\$3,252,000
Internal Rate of Return (IRR)*	37%
Payback Period (Years)	3.5

Indoor Sports Center ROI Analysis

Estimated Construction Cost	\$40,000,000
Capitalized Operating Cost (30 Years)	\$16,065,087
Total Capitalized Project Cost	\$56,065,087
Incremental Annual Direct Spending (Year 1)	\$7,214,400
Internal Rate of Return (IRR)*	28%
Payback Period (Years)	5.2



FUNDING OPTIONS ANALYSIS



Overview - The analysis in this section is organized into two primary sections, with sample debt-related financing vehicles presented at the beginning, followed by a summary of various revenues streams or cash sources that are often used to pay for sports and event center debt service and/or upfront capital costs:

Public Debt Financing Tools:

- General Obligation Bonds
- Revenue Bonds
- Special Tax Districts & Tax Increment Financing (TIF)

Potential Revenue Source:

- Ad Valorem Taxes
- Hotel Taxes
- Contractually Obligated Revenue Streams

Potential Public Debt Financing Options (Cont.) -

- *Tax Increment Financing:* TIF or other special tax districts can be a powerful tool for financing sports tourism facilities using incremental (or temporary new) tax revenues resulting from development in a designated area. However, in order for TIF to be viable, the proposed facilities must be a component of a larger redevelopment area, and approvals typically must be obtained from all of the relevant taxing authorities within the district.

Potential Revenue Sources -

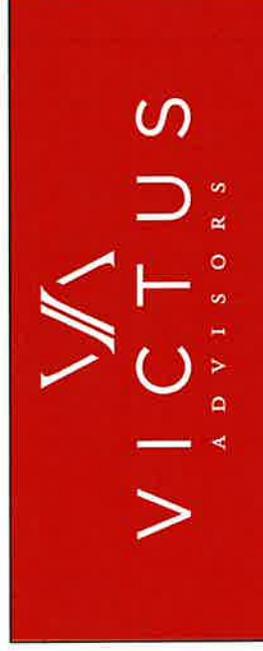
- *Ad Valorem Taxes:* The City of East Ridge currently does not assess a sales tax, but receives a share from the 2.25% sales tax assessed by Hamilton County. If a partnership between Hamilton County and the City of East Ridge were to come to pass, Hamilton County could consider a sales tax increase to fund Camp Jordan improvements and additions.
- *Hotel Taxes:* Currently the City of East Ridge and Hamilton County assess a 4% hotel tax each (Chattanooga and Collegedale also assess a 4% hotel tax). The City of East Ridge and/or Hamilton County (via a partnership) could consider hotel tax revenues as a key source to help fund Camp Jordan improvements and additions.
- *Contractually Obligated Revenue Streams:* Contractually Obligated Revenue is facility-related revenue that is typically generated by multi-year contracts on commercial leases and naming rights. It should be noted that current youth sports complex naming rights deals in our national database range from \$100,000 to \$333,000 per year.

Potential Public Debt Financing Options -

- *General Obligation Bonds:* A G.O. bond issue for sports tourism projects may be difficult to pass if it is perceived as taking away funds that could be allocated to other uses that the public may favor, such as other capital projects, improvements to services or infrastructure, etc.
- *Revenue Bonds:* One advantage to revenue bonds is that they are project specific, and thus do not diminish the City's bonding capacity for future G.O. bonds. One disadvantage is that they typically carry a higher interest rate than G.O. bonds, and due to debt service reserve requirements and other credit enhancements, the bonds are usually larger with higher payment terms. However, the biggest disadvantage in this case is that since the annual operations of the proposed facilities could require annual financial support, operating revenues are not likely to be a viable funding source for debt service payments. Therefore, any revenue bonds would need to be funded by a dedicated tax revenue source.



CONTACT INFORMATION



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RESOLUTION NO. 3561

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. A synopsis of the reports are as follows:

- S&ME – Identified asbestos-containing materials in the building included 25,000 square feet of vinyl tile, 1,600 linear feet of insulation, and 50 elbows of insulation. Lead paint results were found to be below the level for removal. A ballpark cost of removal could run between \$150,000-\$175,000. A proposal for asbestos abatement design and project monitoring services by S&ME has been quoted at \$19,780. See attached background information.
- PDM - Said report details the structural integrity of the building (sound foundation) and details the various building components' current conditions and the probable costs for immediate and future corrective actions. Immediate work estimated at a cost of \$1,066,470 and future corrective actions estimated at a cost of 7,577,325. See attached excerpt of the report.
- BP Construction – The estimated costs for the repair/updating of the shell (exterior) are \$8,100,000 to \$9,450,000 and the buildout costs (interior) are \$8,910,000 to \$10,800,000. See attached report.

The resolution before the City Council for consideration at this meeting approves moving forward with either the demolition or the rehabilitation of the McBrien School. Please be

advised that either decision made will warrant the removal/abatement of the identified asbestos-containing materials in the school building.

Attachments

JSM/

RESOLUTION NO. 3561

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
ACCEPTING THE ASSESSMENTS PERFORMED AS
THEY RELATE TO THE MCBRIEN SCHOOL BUILDING
LOCATED AT 1501 TOMBRAS AVENUE AND DECIDING
THE DISPOSITION OF THE STRUCTURE**

WHEREAS, on January 11, 2024, the East Ridge City Council approved Resolution No. 3492 authorizing the City to undertake and complete asbestos and lead paint assessments, a structural assessment, and a contractor's assessment on the McBrien School building; and

WHEREAS, the assessments have been completed and presented to Council.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Council hereby accepts the assessments performed related to the McBrien School structure.

BE IT FURTHER RESOLVED that the East Ridge City Council hereby approves moving forward with the _____ **(demolition) or (rehabilitation)** of the McBrien School building located at 1501 Tombras Avenue.

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
McBRIEN SCHOOL
ABATEMENT/REMEDICATION OF ASBESTOS MATERIALS

February 22, 2024

Submitted By:

J. Scott Miller, City Manager

SUBJECT:

S&ME was commissioned by the City to perform a pre-demolition asbestos and lead paint assessment on McBrien School per approval of the City Council at their regular business meeting of January 11, 2024. The on-site inspection of McBrien School took place on January 24 and 25, 2024 by Will Sharpton, Associate Project Manager, and his staff from S&ME. A report of their analysis and findings dated February 9, 2024 was presented to the City Manager's office and reviewed by myself.

I met with Will Sharpton and Barry Burnette, ENV Operations Manager, on Monday, February 19, 2024 to review the analysis and findings of the report; specifically, the extent of the asbestos materials and lead paint existent in the building today. Attached hereto please find pages 5 and 6 of the report listing and identifying the asbestos-containing materials and lead paint analysis.

In summary the findings on identified asbestos-containing materials in the building included 25,000 square feet of vinyl tile, 1,600 linear feel of insulation, and 50 elbows of insulation. The lead paint results were found to be below the level for removal; therefore, nothing needs to be done; however, the contractor(s) who will be involved in the demolition or renovation of the building must be notified of the lead results.

The next step in this process is to determine whether the City desires to reuse and renovate McBrien School or demolish the building. This decision will have a bearing on the development and specifications of an abatement plan (removal of asbestos materials) for the school; specifically, reuse/renovate or demolish. Whichever route is decided upon, the remediation and abatement of asbestos materials in McBrien School must take place. A ballpark cost could run around \$150,000.

I have requested a proposal from S&ME for the design of an abatement plan for the contractor to follow; the monitoring of the work; and a close out file for TDEC.

Limited Pre-demolition Asbestos and Lead Paint Assessment
Former McBrien Elementary School
 1501 Tombras Avenue
 Chattanooga, Tennessee 37412
 S&ME Project No. 23810388



Table 4-1 – Identified Asbestos-containing Materials

HA	Material Description	Location	Category	Approximate Quantity
C	9x9" Vinyl tile – grey, green, and tan with black mastic	Second floor classrooms	Category II, Non-Friable	9,000SF
I	Black and Tan glue dots behind blackboards	Second floor classrooms	Category I, Non-Friable	~25 boards
L	9x9" Vinyl tile – grey, green, red, and tan with black mastic	First floor classrooms	Category II, Non-Friable	12,500SF
N	Black and Tan glue dots behind blackboards	First floor classrooms	Category I, Non-Friable	~40 boards
Q	TSI – corrugated paper with paper wrap	First floor central hallway above drop-ceiling	Friable	300LF
R	TSI – white corrugated paper with fabric wrap	First floor central hallway above drop-ceiling	Friable	300LF
S	TSI – patch at elbows	First floor central hallway above drop-ceiling	Friable	20 elbows
CC	9x9" Vinyl tile – grey and green with black mastic	South addition classrooms	Category II, Non-Friable	3,000SF
DD	TSI – corrugated paper with paper wrap	Ceiling mounted pipe runs in kitchen	Friable	1,000LF
EE	TSI – Fabris wrap and patches	Ceiling mounted pipe runs in kitchen	Friable	30 elbows
FF	12x12" Vinyl tile – Tan with grey streaks and black mastic	Kitchen Storage	Friable	500SF

THEMAL SYSTEMS INSULATIONS (TSI)

HA = Homogeneous Area SF = Square feet LF = Linear feet CF = Cubic Feet

*Refer to Appendix II for specific sample locations.

^bQuantities are approximate and are not to be used for cost estimates or bidding purposes.

25,000 □' TILE
 1,600 LF TSI
 50 ELBOWS

The summary of bulk asbestos results is provided in Appendix I. A figure showing the bulk sample locations and location of ACM is provided in Appendix II. Representative photographs of each homogeneous area are provided in Appendix III. A copy of the asbestos inspector's license/accreditation is provided in Appendix IV. The laboratory report and chain of custody records are provided in Appendix V.

4.2 Lead Paint

Analytical results of lead paint sampling indicated lead present below the method detection limit in eleven of eleven paint samples and eleven of the samples had lead present below the EPA and TDEC limit (0.5% by weight) established for lead paint abatement. A summary of lead paint analysis for samples is presented below:



Table 4-2 - Summary of Lead Paint Sample Analysis

Sample No.	Sample Location	Color	Substrate	Percent Lead by weight
LP1	Central hallways and stairwells	White over teal and yellow	Concrete block	<0.0080%
LP2	First floor central hallway and classrooms	Off-white over teal	Concrete block	<0.0080%
LP3	North addition walls	White	Concrete block	<0.0080%
LP4	First and second floor radiators	White over red	Metal	0.12%
LP5	Cafeteria entrances	White	Brick	<0.0080%
LP6	Kitchen and classroom windows	White over blue	Metal	0.031%
LP7	First floor exterior entrances	Blue over tan	Metal	0.11%
LP8	Cafeteria walls	White over teal and yellow	Concrete block	0.017%
LP9	Kitchen exterior entrances	White over teal	Metal	0.083%
LP10	Mechanical Equipment Room entrance	White	Metal	<0.011%
LP11	Mechanical Equipment Room piping	Tan	Metal	0.40%

Paint samples were collected from representative surfaces from the site as a whole. Lead paint analysis sheets and chain of custody are included in Appendix V.

5.0 Conclusion and Recommendations

ACM was identified in areas to be affected by the demolition. Due to the planned activities, we recommend proper removal and disposal of the ACM by a licensed asbestos abatement contractor, prior to activities that may disturb an ACM. State and Federal regulations should be carefully considered in order to verify compliance before any actions are initiated that may disturb an ACM. If additional suspect ACMs not included in this report are discovered and will be disturbed by renovation/demolition activities, bulk samples must be collected by a licensed asbestos inspector and analyzed for asbestos content, prior to disturbance of the suspect material(s).

Asbestos removal requires written notification to TDEC and Chattanooga-Hamilton County Air Pollution Control specific removal procedures, proper transportation, and disposal per state and federal regulations. The identification and proper removal of ACM prior to demolition or renovation will aid in the prevention of occupational exposures and/or environmental releases of airborne asbestos.

**FACILITY ASSESSMENT REPORT
MCBRIEN SCHOOL REDEVELOPMENT
EAST RIDGE, TENNESSEE
PROJECT NO. PDM-2404**

1.0 EXECUTIVE SUMMARY

The McBrien School facility was observed by professionals from PDM Engineering Associates, LLC in March, and April 2024 to assess the existing condition of the facility related to future use. This executive summary contains the highlights of the Facility Assessment Report for the convenience of the reader. It should not be used in lieu of reading the entire report as it contains information and limitations pertinent to the executive summary. Our assessment included visually reviewing the following items:

- Site – Topography; Stormwater Drainage; Access/Egress; Pavement; Flatwork; Landscaping; and Utilities.
- Structural Frame and Building Envelope – Foundation; Floor Slabs; Building Frame; Windows and Doors; Facades; and Roofing.
- Mechanical, Electrical, and Plumbing Systems – Heating; Ventilation; Air Conditioning; Electrical; and Plumbing.
- Vertical Transportation
- Limited Life Safety/Fire Protection
- Interior Elements
- Limited ADA Assessment
- Other Considerations

The facility is located at 1501 Tombras Avenue, west of the existing East Ridge City Hall and south of the current Fire and Police Services Center. The property includes approximately 6.5 acres of land with a two-story building that formerly housed McBrien Elementary School. The City of East Ridge is evaluating the potential for renovating this structure for a future Police Services Center and a Community/Arts Center.

Despite the age of the building, it appears to be in good condition. However, the age of the facility dictates the need to either replace or update the several existing building systems, except the building structure.

Based on our observations, the following issues were noted during our assessment that would require expenditures for **immediate correction**. Our opinion of the probable cost for the immediate corrective actions is approximately **\$1,066,470**.

- Remove all overgrown shrubs around the entire building.
- Repair chimney masonry.
- Board up broken windows.
- Protect exterior doors until the construction phase commences.
- Remove and replace the roof system.
- During demolition of the roof system, remove all rooftop units.
- Repair all damaged downspouts and discharge water away from building foundation.
- During roofing install, replace all roof drains as per the governing code.
- During roofing install, repair and/or replace the existing skylight.
- Prepare an asbestos abatement plan.
- Repair alligator cracking in the access drive.

Capital expenditures anticipated for the property, in addition to the immediate repairs, are presented in the Capital Reserve Analysis Table in Appendix D. The capital reserve replacement analysis summarizes the costs anticipated for major maintenance and replacement over the evaluation period (5 years) or for the renovations. Based on our observations and the estimated age of the facility components, the following corrective actions will be required. Our opinion of the probable cost for **the future corrective action** is about **\$6,220,000** and should be coordinated with the proposed future renovations.

\$7,577,325.

- Seal cracks in access drive within two years.
- Re-stripe pavement as per design site plan.
- Construct additional parking areas coordinating with future use design site plan.
- Reconstruct sidewalks and concrete entry aprons around the facility as per future design plans.
- Install exterior and parking area lighting as well as sidewalk lighting per design plans.
- Replace all exterior windows as per architectural plans for the proposed future uses.
- Remove and refurbish exterior and interior doors for re-use in proposed future Police Services Center and Community/Arts Center.
- Install new zoned HVAC systems per proposed future use of spaces.

- Demolish and replace all electrical system components as per Teems Electric and future MEP plans consistent with space use..
- Remove and replace all plumbing fixtures as per architectural/MEP plans for future spaces. Existing in-slab drains will be videoed via camera access and utilized if possible for future uses.
- Install an elevator as required by future space usage and as per architectural plans for said spaces.
- Remove all carpet.
- Re-finish wood stage floor as the auditorium is renovated for future use.
- Remove and install new flooring throughout the facility as per finish schedules for future uses.
- Clean and re-paint all exterior and interior spaces as per finish schedules for future uses.
- Remove and install new ceiling materials as per architectural plans for future space uses.

2.0 PURPOSE AND SCOPE

The purpose of the Facility Assessment was to conduct a non-intrusive, non-destructive visual observation of the present condition of the facility and to observe certain features of the facility to assess their condition. The objective is to document conditions at the time of our assessment, identify existing or potential problems, provide general recommendations for addressing those problems, and our opinion of probable costs for repairing or replacing facility components as needed. This report reflects the conditions observed at the time of our site visit by appropriately qualified and experienced individuals. Our services were performed in general accordance with ASTM E 2018-08 and our proposal dated February 19, 2024, accepted by you.

We understand the primary interest of the City of East Ridge is to document the existing conditions of the facility and to locate and evaluate obvious building system defects that might significantly affect the planned redevelopment of the facility. The city plans to use this building as a Police Services Center, a future Community/Arts Facility, and potentially other uses.

The following building components were reviewed during our fieldwork:

- Site – Topography; Stormwater Drainage; Access/Egress; Pavement; Flatwork; Landscaping; and Utilities.
- Structural Frame and Building Envelope – Foundation; Floor Slabs; Building Frame; Windows and Doors; Facades; and Roofing.

The landscape areas around the building perimeter are overgrown and we recommend removing all shrubs and plants within this area.

We did not observe an irrigation system on the site.

Based on our observations of the landscaping, the following immediate repairs or replacements are needed:

- Remove all shrubs and plants from the landscape areas around the perimeter of the building.
- Replant areas around the perimeter of the building as per the Landscape Plans prepared during the design phase to ensure drainage away from the building.

Exterior site lighting is limited to building mounted lights. The lights are either broken or in poor condition. We recommend removing the exterior lights during the electrical demolition as a part of the construction phase and replacing them as per the MEP Plans for future uses.

Based on our observations on the site lighting, we do not recommend any immediate repairs or replacements.

Based on our observations and the estimated age of the site lighting, the following repairs and replacements are expected during the construction phase:

- Install pole mounted lights in the parking areas and along sidewalks during the design and construction phases.
- Install exterior lighting on the building as per the MEP Plans for the renovations of the building.

3.3 Structural Frame and Building Envelope

The following sections summarize the assessment of the structural frame and building envelope. Our observations included the following items:

- Foundations
- Structural Frame
- Grade supported slab
- Elevated slab

- Exterior Walls (masonry, brickwork, stucco, etc.)
- Exterior Paint
- Windows, Doors, and Caulking
- Steps, Stairs, Balconies, Loading Docks, etc.
- Canopies (when applicable)

From review of the construction plans, the building is supported by shallow, spread footing foundations. We could not physically observe the foundations. Based on our observations of the exterior walls, interior support walls, and floor slabs, there were no observed indications of distress that would indicate deficiencies in the foundation system. Therefore, we believe the foundations are performing as designed.

The floor slabs are grade supported slabs which are concrete slab-on-grade. The floors are covered with various floor coverings. We did not observe any indications of slab cracking or movement that would indicate issues with the floor slabs. Therefore, we believe the floor slabs are performing as designed.

Elevated slabs are concrete slabs supported on a combination of concrete beams, CMU walls, and concrete planks. We did not observe any cracking or sagging that would indicate issues with the elevated concrete floors. Therefore, we believe that the elevated concrete floors are performing as designed and do not believe any repairs or replacements are needed at this time.

Based on our review of the construction plans and our field observations, the building/structural frame is a combination of cast-in-place concrete columns and beams, CMU walls, precast concrete joists, and concrete planks. No visible evidence of distress such as settlement cracking, excessive deflection at lintels or beams, or corrosion was noted during our walk-through. Therefore, based on our observations of the building/structural frame, no repairs or replacements are needed as long as floor loads are consistent with the design capacity.

The exterior walls are mainly brick masonry and exposed concrete. Some areas are painted CMU block. The exterior walls appear to be in good condition except for the chimney at the mechanical room. We observed cracked masonry on the outer shell of the chimney. We recommend repairing the cracked masonry units.

Based on our observations of the exterior walls, the following immediate repairs or replacements are needed:

BP CONSTRUCTION

residential | commercial | development

MAY 28 24 PM 02:31

May 28, 2024

Mr. Cameron McAllister
City of East Ridge
Administer of Economic & Community Development

RE: McBrien Elementary Repurpose

Cameron,

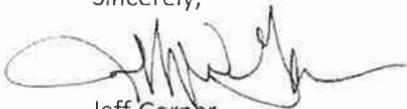
BP Construction Co., Inc. is pleased to provide our opinions and rough budget costs for the repurpose of the McBrien Elementary property in East Ridge. Despite the age of the building itself, the structure of the building itself appears to be in good condition and suitable for the repurpose plan we discussed. We have included a list of items we observed that you can share with your design team and our suggestions for what should be considered to address these items.

Our suggestions for next steps would be for the building to be assessed by a structural engineer to confirm the structural integrity of the building, have an assessment of the existing mechanical and electrical systems to determine the extent of work required, conduct an environmental and asbestos report to determine the extent of remediation required and conduct an energy code study to determine the steps required for the new energy code. Performing these tasks will help to guide your decision on the feasibility of moving forward and provide valuable information for your design team.

We have calculated a rough budget range based upon the information we discussed and the field assessment, but please keep in mind there are numerous unknown variables that will affect the final costs. The costs for the repair/updating of the shell are between \$ 8,100,000.00 to \$ 9,450,000.00. Build out costs based upon our discussions are between \$ 8,910,000.00 to \$ 10,800,000.00.

Please see the enclosed list of observations and comments. If we can be of any assistance with your continued assessment or continued planning of the property do not hesitate to let us know.

Sincerely,



Jeff Garner
President

**McBrien Elementary Property
Site Assessment/Observations**

EXTERIOR

- Replace windows with new energy efficient storefront windows
- Possibly infill some existing openings for energy efficiency
- Point and tuck masonry
- Caulk and repaint existing painted surfaces
- Consider painting existing brick veneer as a design feature
- Remove existing shrubs from perimeter of the building to eliminate foundation issues
- Replace exterior doors and hardware with either storefront material or hollow metal
- Gutters and downspouts appear to be in good condition but need to be piped away from the building for better drainage away from the building
- Replace asphalt paving, striping, curbs and signage for drive and parking
- Replace roof and roofing accessories
- Replace exterior and site lighting
- Inspect sanitary sewer and storm drainage and replace as needed
- Inspect existing utility connections and upgrade as needed
- Sidewalks are in fair condition, replace as needed for access and future plans
- Canopies appear to be reworkable if they work with new design

INTERIOR

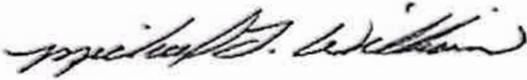
- Perform required abatement activities
- Selective demo and patching as needed for new design
- Install new HVAC system
- Install new electrical switchgear and distribution panels
- Install new domestic water plumbing lines
- Inspect and replace sanitary sewer lines as needed
- Install fire sprinkler system for new design
- Install new fire alarm system
- Install new doors, frames and hardware for new design
- Verify accessibility and add stairs as required
- Install either two elevators or one shared elevator
- Add additional insulation as required for energy code
- Install new acoustical ceilings for new design
- Add walls and paint for new design
- Paint and patch existing walls to remain
- Add new restrooms as needed for new design
- Add desired flooring for new design
- Rework/refinish stage area
- Design/install seating for auditorium area
- Install new lighting, communication and data systems
- Upgrade accessibility requirements per new codes

RESOLUTION NO. 3562

**AGENDA MEMORANDUM
APPROVAL TO PURCHASE
USED PICK-UP TRUCK
FIRE DEPARTMENT**

June 27, 2024

Submitted by:



Michael Williams, Fire Chief

SUBJECT:

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.

RESOLUTION NO. 3562

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO PURCHASE A USED PICK-UP TRUCK FOR THE EAST RIDGE FIRE DEPARTMENT

WHEREAS, the East Ridge Fire Department is in need of a pick-up truck to replace a 2012 Ford Taurus that is in poor condition; and

WHEREAS, pursuant to T.C.A. 12-3-1202 (a)(b), the City is allowed to purchase used vehicles without going through the competitive bid process; and

WHEREAS, staff is requesting that \$30,000 from the sale of the 2010 Rosenbauer Rescue Engine be used to fund the purchase of the pick-up truck.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Ridge, Tennessee that the City Manager is authorized to purchase a used pick-up truck for the Fire Department to replace a 2012 Ford Taurus.

BE IT FURTHER RESOLVED that \$30,000 from the sale of the 2010 Rosenbauer Rescue Engine will be used to fund the purchase of the pick-up truck.

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 to Form:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3563

AGENDA MEMORANDUM
Masonry Sand Bid

June 27, 2024

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

SUBJECT:

The Parks and Recreation Department accepted sealed bids for Masonry Sand for top dressing fields at Camp Jordan Park for the fiscal year 2024-2025. We opened bids on June 12, 2024.

We received (two) bids from the following companies;

1. TJ Hunt, LLC for \$44.50 per ton.
2. Riverside Industries, LLC for \$44.00 per ton from July 1st - December 31, 2024 then \$46.00 per ton January 1 - June 30, 2025.

At this time the Parks and Rec Department is asking permission to accept the bid for Masonry Sand from TJ Hunt, LLC.

Attachment

SS

RESOLUTION NO. 3563

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR MASONRY SAND TO TOP DRESS ATHLETIC FIELDS AT CAMP JORDAN PARK FOR FISCAL YEAR 2024 – 2025

WHEREAS, on May 12, 2024, the City of East Ridge advertised for bids for masonry sand to top dress athletic fields at Camp Jordan Park for fiscal year 2024 – 2025.

WHEREAS, sealed bids were opened and publicly read on June 12, 2024, beginning at 2:30 p.m. at East Ridge City Hall; and

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

WHEREAS, after conducting a public bid opening and after reviewing the bid documents, City staff recommends the bid for masonry sand for fiscal year 2024 - 2025 be awarded to T. J. Hunt LLC in the amount of \$44.50 per ton.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the bid for the masonry sand to top dress athletic fields at Camp Jordan Park for fiscal year 2024 – 2025 be awarded T. J. Hunt LLC in the amount of \$44.50 per ton

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 T. J. Hunt LLC 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. 3564

AGENDA MEMORANDUM
FALL-WINTER REC UNIFORM BID

JUNE 27, 2024

Submitted By:

Shawwna Skiles
Shawwna Skiles, Parks and Recreation Director

SUBJECT:

The Parks and Rec Department opened sealed bids on June 19, 2024 for the Fall-Winter Uniform bid. Three (3) bids were received. Staff recommends awarding Krown USA Inc. for the Fall-Winter 2024 season as they met all bid specifications.

Bid Tabulations:

- Krown Sports \$36,050.00 meets all bid specifications.
- Home Team Athletics \$99,790.00 meets all bid specifications.
- Riddell /All American \$29,108.00 only bid on football and basketball uniforms.

Attachment

SS

RESOLUTION NO. 3564

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR FALL/WINTER UNIFORMS FOR THE 2024 SPORTS SEASON FOR THE PARKS AND RECREATION DEPARTMENT

WHEREAS, on May 12, 2024, the City of East Ridge advertised for bids for fall/winter uniforms for the 2024 sports season for the Parks and Recreation Department; and

WHEREAS, sealed bids were opened and publicly read on June 19, 2024, beginning at 2:30 p.m. at East Ridge City Hall; and

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

WHEREAS, after conducting a public bid opening and after reviewing the bid documents, City staff recommends the bid for fall/winter uniforms for the 2024 sports season be awarded to Krown USA, Inc. in the amount of \$36,050.00.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the bid for the fall/winter uniforms for the 2024 sports season be awarded to Krown USA, Inc. in the amount of \$36,050.00

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 Krown USA, 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

TERMS AND CONDITIONS GOVERNING THIS BID

Pursuant to Tennessee State Law, the Iran Divestment Act Certification attached must be completed, notarized, and returned with the bid in order for the bid to be considered and awarded.

All bids must be sealed and properly marked "2024 East Ridge Parks and Rec Fall/Winter Uniforms" on the outside of the envelope. Late bids will not be considered under any circumstances.

Contact Parks and Recreation Director Shawna Skiles at 423-260-9190 or sskiles@eastridgetn.gov to schedule an appointment to inspect the project area. Bidders are strongly encouraged to visit the site of the work.

Bids for the Parks and Rec Fall/Winter Uniforms will be received up and until 2:30 pm EST on Wednesday, June 19, 2024 at the Office of the City Recorder, 1517 Tombras Avenue, East Ridge, Tennessee, 37412. At that time, bids received will be opened and read aloud. **All questions on this project should be directed to Shawna Skiles at 423-260-9190 or sskiles@eastridgetn.gov.**

The City of East Ridge reserves the right to reject any or all bids, to waive technicalities therein, and to award the bid in the City's best interest.

2024 East Ridge Parks and Rec Fall/Winter Uniforms Bid Specifications

Bid Opening

Wednesday, June 19, 2024 at 2:30 pm

**East Ridge City Hall
1517 Tombras Avenue
East Ridge, TN 37412**

COMPANY: Home Team Athletics

ADDRESS: 242 Wilmington Hwy

Jacksonville, NC 28540

PHONE: 843.685.2878 cell 910.938.0862 office

E-MAIL: Dyank25@gmail.com or Horneteamathletics@embarqmail.com

PRINT NAME: Debbie Yankovich

SIGNED: 

DATE: June 13, 2024

**2024 East Ridge Parks and Rec Fall/Winter Uniforms Bid Specifications
 Bid Opening
 Wednesday June 19, 2024 at 2:30 pm**

**East Ridge City Hall
 1517 Tombras Avenue
 East Ridge Tn 37412**

All Items Must Include Customization Option. All Uniforms must meet a 2 week turn around date from the day the order is placed.

All quantities are best estimates and are not a contracted purchase amount.

<u>SEASON</u>	<u>SPORT</u>	<u>ITEM</u>	<u>QTY</u>	<u>PRICE EACH</u>	<u>TOTAL PRICE (QTY X PRICE EACH)</u>
Fall	Baseball	Coolmax Jersey with Hat - to include number on jersey with two color team design	300	\$36.00	\$10,800.00
Fall	Softball	Coolmax Jersey with Visor - to include number on jersey with two color team design	120	\$36.00	\$4,320.00
Fall	Soccer	Reversible Jersey with number, shorts, socks	450	\$53.00	\$23,850.00
Fall	Football	Sublimated Jersey, game integrated pants	40	\$78.00	\$3,120.00
Fall	Cheer	Sublimated Top, Skirt - to include Briefs/Bloomers, Pom Poms	40	\$85.00	\$3,400.00
Winter	Basketball	Sublimated Reversible Game Jersey, Reversible Game Shorts	200	\$76.00	\$15,200.00
Winter	Indoor	Coolmax Game Jersey with #	1700	\$23.00	\$39,100.00
				Grand Total	<u>\$99,790.00</u>

TERMS AND CONDITIONS GOVERNING THIS BID

Pursuant to Tennessee State Law, the Iran Divestment Act Certification attached must be completed, notarized, and returned with the bid in order for the bid to be considered and awarded.

All bids must be sealed and properly marked “**2024 East Ridge Parks and Rec Fall/Winter Uniforms**” on the outside of the envelope. Late bids will not be considered under any circumstances.

Contact Parks and Recreation Director Shawna Skiles at 423-260-9190 or sskiles@eastridgetn.gov to schedule an appointment to inspect the project area. Bidders are strongly encouraged to visit the site of the work.

Bids for the Parks and Rec Fall Uniforms will be received up and until 2:30 pm EST on Wednesday, June 19, 2024 at the Office of the City Recorder, 1517 Tombras Avenue, East Ridge, Tennessee, 37412. At that time, bids received will be opened and read aloud. **All questions on this project should be directed to Shawna Skiles at 423-260-9190 or sskiles@eastridgetn.gov.**

The City of East Ridge reserves the right to reject any or all bids, to waive technicalities therein, and to award the bid in the City’s best interest.

**2024 East Ridge Parks and Rec Fall/Winter Uniforms Bid Specifications
Bid Opening
Wednesday, June 19, 2024 at 2:30 pm
East Ridge City Hall
1517 Tombras Avenue
East Ridge, TN 37412**

COMPANY: KROWN USA INC

ADDRESS: 278 LAREDO DR,
DECATUR GA 30030

PHONE: 404-822-7739

E-MAIL: aj@krownsports.com

PRINT NAME: AMJAD JAVAID

SIGNED: 

DATE: 05/14/2024

2024 East Ridge Parks and Rec Fall/Winter Uniforms Bid Specifications

Bid Opening

Wednesday June 19th, 2024 at 2:30 pm

**East Ridge City Hall
1517 Tombras Avenue
East Ridge Tn 37412**

All Items Must Include Customization Option. All Uniforms must meet a 2 week turn around date from the day the order is placed.

All quantities are best estimates and are not a contracted purchase amount.

<u>SEASON</u>	<u>SPORT</u>	<u>ITEM</u>	<u>QTY</u>	<u>PRICE EACH</u>	<u>TOTAL PRICE (QTY X PRICE EACH)</u>
Fall	Baseball	Coolmax Jersey with Hat - to include number on jersey with two color team design	300	<u>\$15.00</u>	<u>\$4500.00</u>
Fall	Softball	Coolmax Jersey with Visor - to include number on jersey with two color team design	120	<u>\$15.00</u>	<u>\$1800.00</u>
Fall	Soccer	Reversible Jersey with number, shorts, socks	450	<u>\$20.00</u>	<u>\$9000.00</u>
Fall	Football	Sublimated Jersey, game integrated pants	40	<u>\$50.00</u>	<u>\$2000.00</u>
Fall	Cheer	Sublimated Top, Skirt - to include Briefs/Bloomers, Pom Poms	40	<u>\$60.00</u>	<u>\$2400.00</u>
Winter	Basketball	Sublimated Reversible Game Jersey, Reversible Game Shorts	200	<u>\$35.00</u>	<u>\$7000.00</u>
Winter	Indoor	Coolmax Game Jersey with #	1700	<u>\$5.50</u>	<u>\$9350.00</u>
Grand Total					<u>\$36050.00</u>

TERMS AND CONDITIONS GOVERNING THIS BID

Pursuant to Tennessee State Law, the Iran Divestment Act Certification attached must be completed, notarized, and returned with the bid in order for the bid to be considered and awarded.

All bids must be sealed and properly marked "2024 East Ridge Parks and Rec Fall/Winter Uniforms" on the outside of the envelope. Late bids will not be considered under any circumstances.

Contact Parks and Recreation Director Shawna Skiles at 423-260-9190 or sskiles@eastridgetn.gov to schedule an appointment to inspect the project area. Bidders are strongly encouraged to visit the site of the work.

Bids for the Parks and Rec Fall/Winter Uniforms will be received up and until 2:30 pm EST on Wednesday, June 19, 2024 at the Office of the City Recorder, 1517 Tombras Avenue, East Ridge, Tennessee, 37412. At that time, bids received will be opened and read aloud. **All questions on this project should be directed to Shawna Skiles at 423-260-9190 or sskiles@eastridgetn.gov.**

The City of East Ridge reserves the right to reject any or all bids, to waive technicalities therein, and to award the bid in the City's best interest.

**2024 East Ridge Parks and Rec Fall/Winter Uniforms Bid Specifications
Bid Opening
Wednesday, June 19, 2024 at 2:30 pm
East Ridge City Hall
1517 Tombras Avenue
East Ridge, TN 37412**

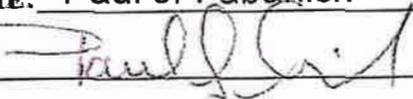
COMPANY: RIDDELL / ALL AMERICAN

ADDRESS: 7501 Performance Lane
North Ridgeville, Ohio 44039

PHONE: 440-353-8600

E-MAIL: bids@riddellsales.com

PRINT NAME: Paul J. Fabanich

SIGNED: 

DATE: 6/17/2024

RESOLUTION NO. 3565

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 from a resident living at the end of 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 to the east and is located predominantly in the 100-year flood zone. There is a sliver of land that runs the entire length of the northern edge of the parcel that abuts the creek that is located in the floodway zone. Please see the attached map for details.

The Building Official has informed me that a building(s) may be built in the flood zone; however, only if the lands are significantly raised in height to the appropriate building elevation. There can be no buildings constructed in the floodway.

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.

If the resident ends up acquiring the property I would recommend that a restriction be placed on the deed that would state that the lands within the 5.89 acres can never be built upon. I have talked with the resident about this deed restriction, and he has no problem with it.

The question is whether the City of East Ridge wishes to sell this 5.89 acres of flood property. If the response is yes, then the commissioning of an appraisal is in order.

Attachments

JSM/

RESOLUTION NO. 3565

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO HAVE AN
APPRAISAL PERFORMED ON PROPERTY LOCATED
ADJACENT TO JORDAN RUN ROAD**

WHEREAS, the City of East Ridge owns a 5.89-acre parcel of land which is adjacent to Jordan Run Road; and

WHEREAS, the City has been approached by a resident who has property located adjacent to the 5.89-acre parcel and wishes to purchase the parcel if the appraisal is affordable to him; and

WHEREAS, the City Manager is requesting permission to obtain an appraisal from Appraiser Shannon Spillman at a cost of \$1,200.00.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager is authorized to obtain an appraisal from Appraiser Shannon Spillman for a 5.89-acre parcel of land located adjacent to Jordan Run Road at a cost of \$1,200.00

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

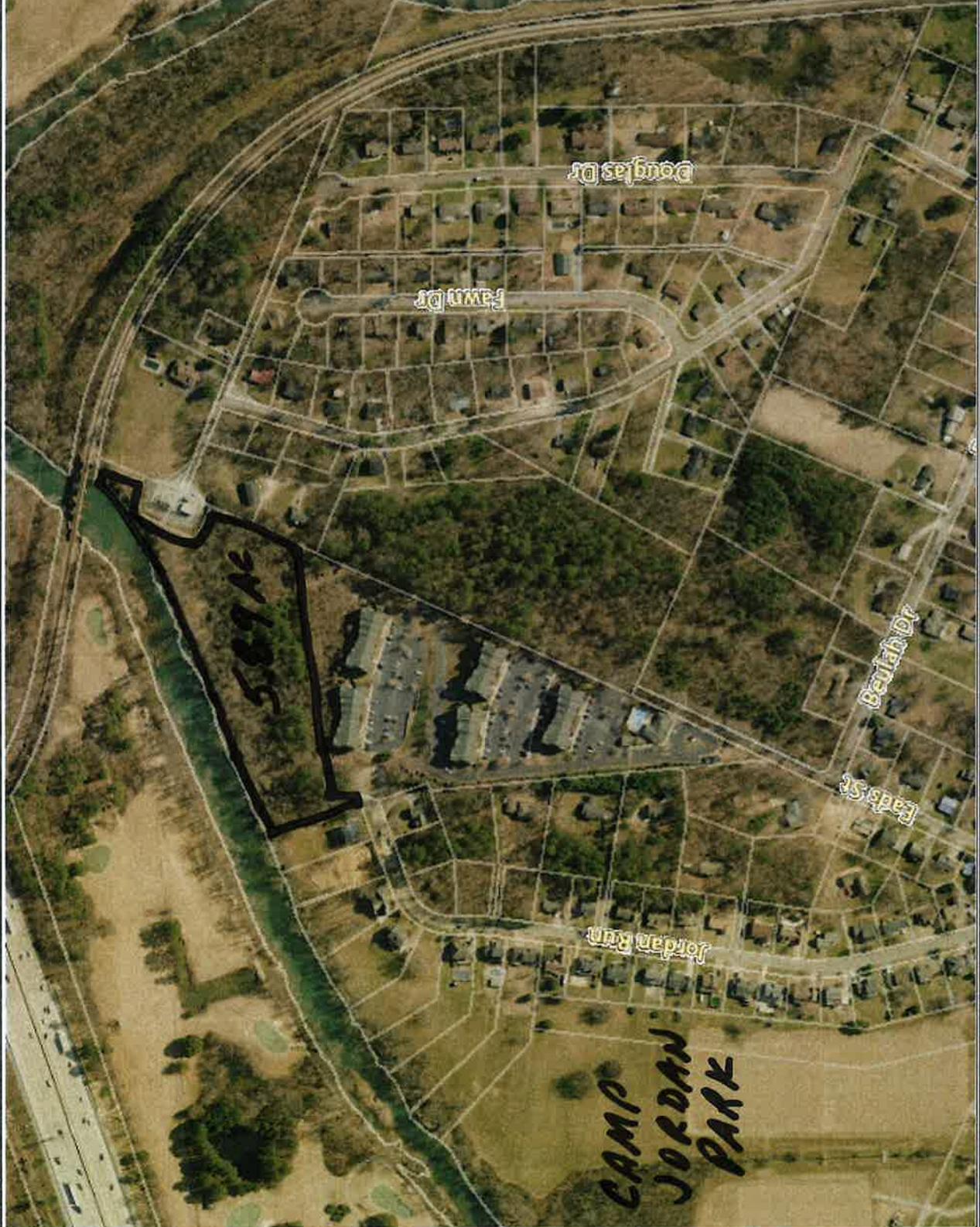
Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

GISMO 5



Legend
□ Parcels

Disclaimer: This map is to be used for reference only, and no other use or reliance on the same is authorized. This map was automatically generated using HCGIS Mapping System. Parcel lines are shown for reference only and are not intended for conveyances, nor is it intended to substitute for a legal survey or property abstract.



0 400.00 800.00 Feet

NAD_1983_StatePlane_Tennessee_FIPS_4100_Feet
© Latitude Geographics Group Ltd.

RESOLUTION NO. 3566

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/

RESOLUTION NO. 3566

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO APPROVE THE
ATTACHED CHANGE ORDER REQUEST #003 FROM JC
CURTIS CONSTRUCTION CO., LLC IN REGARD TO THE
CONSTRUCTION OF THE NEW EAST RIDGE ANIMAL
SHELTER**

WHEREAS, JC Curtis Construction Co., LLC was awarded the bid for the construction of the new Animal Shelter on October 26, 2023; and

WHEREAS, per the contract, JC Curtis Construction had 180 days from December 4, 2023 to complete the project; and

WHEREAS, due to an addition of a sewer line and the installation of a grinder-sewage pump for future expansion of the Animal Shelter, delays were cause to the Developer to other scopes of work related to the project such as storm sewer, roof drains, HVAC units, etc; and

WHEREAS, JC Curtis Construction Co., LLC is requesting that an additional five (5) days be added to the contract time of 180 days due to the inclement weather; and

WHEREAS, the City Council deems the completion of the project, including the addition of the necessary time, to be in the best interest of the citizens of East Ridge.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager is authorized to approve Change Order Request #003 from JC Curtis Construction Co., LLC to extend the Animal Shelter project contract time by five (5) additional days due to an addition of a sewer line and the installation of a grinder-sewage pump for future expansion of the Animal Shelter.

BE IT FURTHER RESOLVED that there will be no additional cost to the Animal Shelter project associated with change order #003.

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
APPROVAL FOR THE PURCHASE OF A
NEW LADDER TRUCK

July 11, 2024

Submitted by:



Michael Williams, Fire Chief

SUBJECT:

The Fire Department staff has been working on vehicle replacements for several years. We are currently asking to replace a 1993 55-foot Quint that was one of the original apparatus purchased when the city started its own fire department, over 30 years ago. This 55-foot Quint did not pass the last inspection due to wiring issues that operate the aerial and nozzle. Due to its age we cannot find replacement parts.

The last two engines (pumpers) were purchased through HGAC Buy from Pierce. We are requesting that a New Ladder Truck be purchased through HGAC Buy from Pierce, Siddons-Martin Emergency Group. This new ladder will last our department for over twenty years, meeting the needs of our community. The estimated lead time (Time to build) is 40-41 months.

Below is a quote from Pierce, Siddons-Martin Emergency Group.

Vehicle Price-	\$ 2,337,452.00
\$ 1,000,000.00 Prepay at time of order discount	(\$ 140,000.00)
Siddons-Martin additional discount with \$1,000,000.00	(\$ 33,853.23)
Prepaid at Time of Order	
Total discount savings	(\$173,853.23)
Total Price	\$ 2,163,598.77

We are requesting the Mayor and councilmembers approve this purchase through HGAC Buy for a new ladder truck from Pierce Siddons-Martin Emergency Group in the amount of \$ 2,163,598.77

AGENDA MEMORANDUM

Athletic Field Supplier Baseball/Softball
JULY 11, 2024

Submitted By:

Shawna Skiles

Shawna Skiles, Parks and Recreation Director

SUBJECT:

The City of East Ridge is accepting sealed bids from experienced Athletic Field Suppliers for Baseball and Softball Fields within Camp Jordan Park. The Parks and Recreation Department is seeking items for purchase within the fiscal year of July 2024-June 2025. To be considered for this bid, interested parties must submit sealed bids on or before 2:30 pm, EDT, Wednesday, June 26, 2024.

SS

AGENDA MEMORANDUM

Statewide SRO Grant Program Memorandum of Understanding

Date: July 11, 2024

Submitted by:

Josh Creel, Assistant Chief of Police

Name, Title

SUBJECT:

The East Ridge Police Department has renewed our application for funding for fiscal year 24-25 via the Statewide SRO Grant program.

The program would provide up to a \$300,000 endowment (\$75,000 per officer serving four schools). A Memorandum of Understanding (MOU) is required for the application.

The purpose of this MOU is to set forth the obligations of the Parties with respect to the placement of School Resource Officers (“SROs”) in schools and with respect to planning and funding related thereto for the purpose of providing a law enforcement presence at each school.

The East Ridge Police Department is requesting that the East Ridge City Council accept the referenced and attached memorandum.

Attachment: TDOS Template MOU May 2024; Statewide SRO Grant Program

MEMORANDUM OF UNDERSTANDING
BETWEEN
City of East Ridge
AND
East Ridge Police Department
AND
HAMILTON COUNTY DEPARTMENT OF
EDUCATION

THIS MEMORANDUM OF UNDERSTANDING ("MOU") is entered into by and between the above-named parties. Each individually as "Party" or collectively as "Parties".

WHEREAS, well developed School Resource Officer ("SRO") programs provide the crucial link between schools and law enforcement agencies in their continued efforts to establish and maintain safe and secure learning environments. An SRO, as part of his/her day-to-day operations, will be responsible for responding to all criminal acts committed at the school.

WHEREAS, the term School Resource Officer ("SRO") has the same meaning as in Tennessee Code Annotated § 49-6-4202(6). "School resource officer" means a law enforcement officer, as defined under § 39-11-106, who is in compliance with all laws, rules, and regulations of the peace officers standards and training commission and who has been assigned to a school in accordance with a memorandum of understanding between the chief of the appropriate law enforcement agency and the LEA." The term "law enforcement officer" as defined under § 39-11-106 means an "officer, employee, or agent of government who has a duty imposed by law to (a) maintain public order; or (b) make arrests for offenses, whether that duty extends to all offenses or is limited to specific offenses; and (c) investigate the commission or suspected commission of offenses." An SRO acts as a liaison between the police agency, the school, and the community. This does not include a School Safety Officer or a School Security Officer.

WHEREAS, the term Local Education Agency ("LEA") has the same meaning as in Tennessee Code Annotated § 49-1-103(2). "Local education agency (LEA)", "school system", "public school system", "local school system", "school district", or "local school district" means any county school system, city school system, special school district, unified school system, metropolitan school system, or any other local public school system or school district created or authorized by the general assembly."

NOW THEREFORE, in consideration of the mutual promises contained herein, the sufficiency of which is hereby acknowledged, the Parties agree as follows:

1. **PURPOSE OF MOU.** The purpose of this MOU is to set forth the obligations of the Parties with respect to the placement of School Resource Officers ("SROs") in schools and with respect to planning and funding related thereto for the purpose of providing a law enforcement presence at each school. For the purposes of selecting and assigning SROs, the term "Sheriff" shall include

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the duly elected Sheriff or an authorized Sheriff Deputy designated by the Sheriff to oversee the SRO program. The term "Chief of Police" shall include the appointed Chief of Police or an authorized Officer designated by the Chief of Police to oversee the SRO program.

- II. AUTHORITY. This MOU is to serve as the template MOU for the SRO grant funded program authorized by Public Chapter 418 of the 113th Tennessee General Assembly and shall be executed between a local law enforcement entity and the LEA or public charter school and presented to the Tennessee Department of Safety and Homeland Security as part of the application process for grant funding.

This MOU is also made and entered into pursuant to the authority contemplated by Tennessee Code Annotated Sections 49-6-4201 et seq., and specifically the authority granted to the Parties under Tennessee Code Annotated Section 12-9-101 et seq., which provides that one (1) or more public agencies may contract with any one (1) or more public agencies to perform any governmental service, activity, or undertaking which each public agency entering into is authorized by law to perform; provided that such MOU shall be authorized by the governing body of each Party. Contracts entered into pursuant to Tennessee Code Annotated § 12-9-108 need not conform to the requirements set forth in this chapter for joint undertakings.

III. GENERAL RESPONSIBILITIES OF LOCAL EDUCATION AGENCY (LEA) or PUBLIC CHARTER SCHOOL.

- A. Shall provide materials and facilities at each school location as are necessary for the SRO's performance of his/her function as an SRO at the assigned schools including, but not limited to the following:
- i. A secured climate-controlled and properly lighted office large enough, at a minimum, to adequately accommodate a desk, two (2) chairs, a gun safe, and a lockable file cabinet and be located as reasonably possible near the main office;
 - ii. A landline telephone to be located in the office;
 - iii. Access to a computer work station; and
 - iv. Secretarial assistance when needed by the SRO.
- B. Shall allow the SRO assigned to schools untethered access to the school facilities as required for the SRO to perform his/her duties on school property.
- C. Shall be responsible for all aspects and costs of operation of its schools and nothing herein shall place any monetary obligation on the County or City unless specifically provided for herein.

- D. Shall assist the SRO in the provision of his/her duties and responsibilities if requested by the Sheriff's Office or the assigned SRO.

IV. GENERAL RESPONSIBILITIES OF SHERIFF'S OFFICE or POLICE DEPARTMENT. The Sheriff or Chief of Police, on behalf of the County or City, shall have the following responsibilities:

- A. The Sheriff or Chief of Police shall have the sole authority to conduct background checks, hire, select, discharge, discipline, outfit, provide equipment, and determine (within the parameters established by state law) the qualifications of SROs. The Sheriff or Chief of Police may involve school administrators in the selection process at his/her discretion.
- B. Assign supervisors to oversee the SRO program and to perform non-scheduled visits to schools in which an SRO has been assigned.
- C. Assign SROs to the schools within the jurisdiction of the Local Education Agency (LEA) or Public Charter School pursuant to a full-time schedule. The grant funding is for a full-time SRO to be dedicated to each particular school.
- D. The sole authority to determine the duty hours of the SRO and the qualifications thereof, subject to the provision of IV.E. below.
- E. To the degree required by applicable law, ensure that all SROs maintain qualifications and satisfactorily accomplish continuing training and continuing education required for the SROs to maintain state required qualifications as provided in Tennessee Code Annotated § 49-6-4217. The County or City will remain responsible for the costs associated with the obligations contained in this Section IV.E.

V. QUALIFICATIONS OF AN SRO.

- A. An SRO must be a POST-certified, sworn officer of a law enforcement agency within the jurisdiction that includes the school community being served.
- B. An SRO is recommended to have at least two (2) years' experience as a police officer or the equivalent in order to be able to draw upon the expertise and experience of traditional police work when performing their duties in a school setting.
- C. An SRO should not only be selected based on specific qualifications, but on a genuine desire to work with youth. Due to the nature of the SRO position, the majority of the time is spent interacting with youth. The ability of an SRO to connect with students and provide positive and enriching relationships is a very important trait that will have a positive effect on the school's overall climate.

VI. TRAINING FOR AN SRO AND SCHOOL PERSONNEL.

- A. An SRO should receive forty (40) hours of specialized training provided by the Department of Justice, the National Association of School Resource Officers, Tennessee Association of School Resource Officers, Tennessee Law Enforcement Training Academy (TLETA), or other appropriate and recognized entity within one (1) year of being hired or assigned to a school, whichever is earlier. Due to the nature of the role of an SRO, it being significantly different than that of a traditional patrol officer, the SRO position requires skills and knowledge that may not be addressed in traditional law enforcement training. Therefore, it is important for an SRO to receive specialized training that will prepare him/her to work in a school setting.
- B. After the initial forty (40) hours of specialized training, an SRO should attend sixteen (16) hours per year of training specific to his/her SRO duties in addition to the twenty-four (24) hours of POST-certified training that is annually required. Annual training ensures an SRO remains up-to-date with school related issues, trends, and best practices and provides the SRO with the knowledge and ongoing professional development necessary to perform the duties of an SRO.
- C. Planning and training for emergencies and school safety should be conducted collaboratively by SROs and school personnel. Both should take an active role in training school personnel regarding emergency management issues. The development and implementation of school safety plans should be a collaborative effort, and school personnel should include and engage other first responders in the community.

VII. INFORMATION EXCHANGE. To best serve both the school and the law enforcement agency, it is important that lasting, long-term collaborations take place. The school and the law enforcement agency should participate in an open exchange of information and resources to better serve the students and the community. It may be necessary to formalize information-sharing procedures in order to address student confidentiality concerns.

VIII. GENERAL DUTIES OF AN SRO.

- A. The SRO shall not act as school disciplinarians, nor make decisions regarding school discipline. The SRO shall not be involved in the enforcement of disciplinary infractions that do not constitute violations of the law. The SRO shall retain full law enforcement authority and will take law enforcement action as appropriate. As soon as practical, the SRO will notify the head of the school of any such action. The SRO will comply with applicable state and federal law as they apply to SROs regarding special education students.

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- B. The basic duties of SROs include monitoring those who visit schools, providing assistance for disruptive students, and enforcing applicable laws.
- C. An SRO may assist in any class as a guest speaker if requested by the head of the school in which the SRO is assigned.
- D. To the extent that the SRO may do so under the authority of law, the SRO will take appropriate law enforcement action as the SRO deems is appropriate including, but not limited to action against intruders and unwanted guests who may appear at the school and related school functions. As practical, the SRO will advise the head of the school before requesting additional police assistance on campus.
- E. The SRO may establish new programs relating to security and safety of the students and faculty but only after permission is granted by the Sheriff or Chief of Police and the head of the school in which the SRO is assigned.
- F. The SRO will assist other law enforcement officers in matters regarding his/her school assignment whenever necessary.
- G. The SRO shall make examination of all exterior doors to ensure they are locked or secured.
- H. SROs may have other specific duties and responsibilities as defined by the Sheriff's Office or Police Department.

IX. ADDITIONAL DUTIES OF AN SRO FOR MIDDLE AND HIGH SCHOOLS.

- A. The SRO will become familiar with all community agencies that offer assistance to youth and their families including, but not limited to school-based behavioral health liaisons, mental health clinics, mental health liaisons, and drug treatment centers. The SRO may recommend referrals to such agencies once the SRO notifies the head of the school.
- B. If requested by the head of the school and upon approval of the Sheriff or Chief of Police, the SRO may attend parent/faculty meetings to promote support and understanding of the SRO program.
- C. If an SRO determines it necessary, the SRO may, in accordance with applicable state and federal laws regarding the questioning of juveniles, conduct formal police interviews with students and faculty. The interviews shall also be conducted in conformance with the SRO's employing agency's policies and procedures, the LEA or Public Charter School policies, and all applicable laws.

- D. The SRO may act as an instructor for the Drug Abuse Resistance Education ("D.A.R.E.") and for other related short-term programs at the assigned school if requested by the head of the school and approved by the Sheriff or Chief of Police.
- E. Upon approval of the Sheriff or Chief of Police, an SRO may be assigned to investigate incidents relating to thefts, alcohol or drug use, or any other crime occurring at the school in which the SRO is assigned.
- X. DISMISSAL AND REASSIGNMENT OF AN SRO. In the event the head of the school to which an SRO is assigned determines that the assigned SRO has failed to perform his/her duties and responsibilities, he/she may make a written request to the Superintendent or Director to request reassignment of the SRO including the reasons supporting the request. If the Superintendent or Director determines the request is valid, the Superintendent or Director shall promptly forward the written request to the Sheriff or Chief of Police for his/her consideration. The Sheriff or Chief of Police may, in his/her complete discretion, request a meeting with the head of the school to which an SRO is assigned and the SRO to determine whether reassignment is appropriate. The Sheriff or Chief of Police may request the Superintendent or Director to attend the meeting. If a meeting is held, the Sheriff or Chief of Police shall take the comments and written request into consideration in determining whether the SRO will be reassigned. Should the Sheriff or Chief of Police determine a meeting with the head of the school to which an SRO is assigned would not be advantageous, the Sheriff or Chief of Police shall determine whether the SRO shall be reassigned based on the information provided to him/her. The authority to reassign an SRO shall be in the complete discretion of the Sheriff or Chief of Police.
- XI. RECORDS. The SRO will maintain detailed and accurate records of all actions taken by the SRO and general operations relating to the SRO program and shall submit those records to the Sheriff's Office or Police Department.
- XII. TERM. The initial term of this MOU shall commence on the date this MOU is fully executed by the Parties and shall continue until June 30, 2025. The grant funding program requires an annual application for funding and an annual execution of an MOU.
- XIII. TERMINATION.
- A. Termination for Convenience. Any Party may terminate this MOU at any time by providing thirty (30) calendar days' written notice to the other Parties. Notice shall also be given to the Tennessee Department of Safety and Homeland Security. Such termination shall not affect in any manner any prior existing obligations between the

Parties. Any unspent grant funding shall be returned to the Tennessee Department of Safety and Homeland Security.

- B. Termination for Lack of Funding. Should any Party fail, after exercising good faith effort, to obtain the grant funding for the provision of SROs, this MOU shall be terminated immediately upon receiving written notice from the Tennessee Department of Safety and Homeland Security that the requirements for grant funding were not met. Termination for lack of funding shall not be deemed termination for breach.

XIV. RELATIONSHIP OF THE PARTIES. The SROs assigned to schools shall be considered employees of County, Sheriff's Office, City, or Police Department and shall be subject to the employing agency's control, supervision, and chain of command. The assigned SROs shall not be considered employees of the Local Education Agency (LEA) or the Public Charter School. Assigned SROs will be subject to current procedures and policies in effect for his/her employing agency, including attendance at all mandated training and testing to maintain state law enforcement certification. This MOU is not intended to and will not constitute, create, give rise to, or otherwise recognize a joint venture, partnership, or formal business association or organization of any kind between the Parties, and the rights and obligations of the Parties shall be only those expressly set forth in this MOU.

XV. COOPERATION. The Parties agree to cooperate fully in order to successfully execute the terms and conditions of this MOU, including obtaining all regulatory and governmental approvals required by this MOU recognizing that the intent of each party to other parties is to serve the individual interests of each party while respecting the conditions and obligations of this MOU.

XVI. ADMINISTRATION. This MOU shall be administered by the head of the Local Education Agency (LEA) or Public Charter School for the Local Education Agency (LEA) or Public Charter School and the Sheriff or Chief of Police shall administer this MOU on behalf of the County or City.

XVII. LIMITATION ON LIABILITY. Each Party shall be responsible for its own actions and the actions of its employees, contractors, subcontractors, and agents conducted pursuant to this MOU. No Party shall be liable for claims against another party unless liability is imposed under the Tennessee Governmental Tort Liability Act.

XVIII. GENERAL TERMS.

- A. Choice of Law and Forum. This MOU shall be exclusively governed by the laws of the State of Tennessee. In the event that any section and/or term of this MOU, or any exhibits hereto, becomes subject to litigation, the venue for such action will be exclusively

maintained in a court of competent jurisdiction sitting in the County in which the Local Education Agency (LEA) or Public Charter School is located.

- B. Notices. All notices, demands, and requests to be given hereunder by any Party shall be in writing and must be sent by certified or registered mail and shall be deemed properly given if tendered at the address below or at such other address as any Party shall designate by written notice to the other Parties.

County or City: City of East Ridge
ATTN: J. Scott Miller, City Manager
1517 Tombras Avenue
East Ridge, TN 37412

Sheriff or Chief of Police: Clint Uselton, Chief of Police
4214 Ringgold Road
East Ridge, TN 37412

LEA or Public Charter School: Hamilton County Department of Education
3074 Hickory Valley Road
Chattanooga, TN 37421

ATTN: Dr. Justin Robertson, School Superintendent

- C. Entire Understanding and Modifications in Writing. This MOU and any exhibits included herewith at the time of execution of this MOU contain the entire MOU between the parties, and no statement, promises, or inducements made by any party or agency of any party that is not contained in this MOU shall be valid or binding and this MOU may not be enlarged, modified, or altered except in writing and signed by the parties and attached hereto.
- D. Dispute Resolution. The Parties may agree to participate in non-binding mediation in an attempt to resolve any disputes. Notwithstanding the foregoing statement, any claims, disputes, or other matters in question between the Parties to this MOU, arising out of or relating to this MOU or breach thereof, shall be subject to and decided by a court of law.
- E. Assignment. The rights and obligations of this MOU are not assignable.

- F. Waiver. No waiver of any provision of this MOU shall be valid unless in writing and signed by the parties against who charged.
- G. Headings. The headings in the MOU are for convenience and reference and are not intended to define or limit the scope of any provision of this MOU.
- H. Employment Practices. No party shall subscribe to any personnel policy which permits or allows for the promotion, demotion, employment, dismissal, or laying off of any individual due to race, creed, color, national origin, age, sex, or which is in violation of applicable laws concerning the employment of individuals with disabilities. The Parties shall not knowingly hire any unauthorized employees or fail to comply with record keeping requirements set forth in the Federal Immigration Reform and Control Act of 1986, Chapter 878 of the 2006 Tennessee Public Acts, and all other applicable laws.
- I. Independent Contractor. The relationship of the Parties shall be that of an independent contractor. No principal-agent or employer-employee relationship is created by this MOU. No party shall hold itself out in a manner contrary to the terms of this paragraph. No party shall become liable for any presentation, act, or omission of any other party contrary to the terms of this paragraph.
- J. Severability. If any one or more of the covenants, agreements, or provisions of this MOU shall be held contrary to any expressed provisions of law or contrary to any policy of expressed law, although not expressly prohibited, or contrary to any express provision of public policy, or shall for any reason whatsoever be held invalid, then such covenants, agreements, or provisions shall be null and void and shall be deemed separate from the remaining covenants, agreements, or provisions of this MOU.
- K. Specific Performance. The Parties recognize that the rights afforded to each under this MOU are unique and, accordingly, County or City shall, in addition to such other remedies as may be available to them in equity, have the right to enforce their respective rights hereunder by an action for Injunctive relief and/or specific performance to the extent permitted by law.
- L. Compliance with Laws. The Parties shall comply with all laws of the United States of America, the State of Tennessee, and local laws and shall secure all necessary permits and licenses and keep the same in force during the term of this MOU.
- M. Property. Each party shall be responsible for acquiring, holding, and disposing of real and personal property used in the provisions of the services and obligations provided herein.

- N. Press Releases. In connection with the provision of SROs or the obligations or duties contained in this MOU, the Parties hereby agree that no party shall issue a press release or other similar external communications regarding this MOU, or otherwise related to the obligations or duties provided herein without written permission from all Parties. The Parties shall mutually agree on the language of any press release, provided that no Party shall unreasonably withhold its approval of the language. The Local Education Agency (LEA) or Public Charter School shall not publicly comment on the actions of a particular SRO without first consulting with the Sheriff or Chief of Police or designee.
- O. List of Schools. The schools covered by this MOU are those listed on Attachment A.
- P. Effective Date. This MOU shall be binding and effective on the date it has been signed by the authorized representative of the Local Education Agency (LEA) or Public Charter School and the Sheriff or Chief of Police.

IN WITNESS WHEREOF, the Parties have executed this MOU effective as of the date and year written below.

[Signature]
Signature of LEA or Public Charter School

[Signature]
Signature of Sheriff or Chief of Police

DATE: 6/24/24

DATE: 6-24-24

Attachment A follows this page

**ATTACHMENT A
 SCHOOLS COVERED BY THIS MOU**

School Name East Ridge High	
Address 4320 Bennett Road	
City East Ridge	TDOE Directory School # 70

School Name East Ridge Middle	
Address 4400 Bennett Road	
City East Ridge	TDOE Directory School # 75

School Name East Ridge Elementary	
Address 1014 John Ross Road	
City East Ridge	TDOE Directory School # 65

School Name Spring Creek Elementary	
Address 1100 Spring Creek Road	
City East Ridge	TDOE Directory School # 235

School Name	
Address	
City	TDOE Directory School #

School Name	
Address	
City	TDOE Directory School #

School Name	
Address	
City	TDOE Directory School #

AGENDA MEMORANDUM
PURCHASE OF TWO NEW MOWER
FOR PARKS AND RECREATION
AND STREET DEPARTMENT

JULY 11, 2024

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

Chris Vaughn

Chris Vaughn, Street Department Supervisor

SUBJECT:

The Parks and Recreation Department and Street Department are seeking approval to purchase two 40 HP w/72" cutting width Briggs and Stratton mowers through the Buyboard cooperative purchasing agreement in the amount of \$16,369.17 each for a total of \$32,738.34. Both are budgeted items.

The new mower for Parks and Recreation will replace the John-Deere that has 4,487.00 hours.

See attached specifications and quote.

SS

