

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

**AGENDA
May 8, 2025
6:00 pm**

1. Call to Order
2. Invocation
3.
 - A. Roll Call
 - B. Special Presentation
 - C. Public Works Week Proclamation
 - D. April Milestone Award
4. Consent Agenda
 - A. Approval of Minutes April 24, 2025
 - B. March 2025 Financial Report
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business
 - A. **ORDINANCE NO. 1217** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND TITLE 14, ZONING AND LAND USE CONTROL, CHAPTER 3, SECTION 301, REGARDING THE EAST RIDGE BOARD OF ZONING APPEALS (1st Reading)
 - B. **ORDINANCE NO. 1218** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND TITLE 13, PROPERTY MAINTENANCE REGULATIONS, CHAPTER 3, SECTION 303, REGARDING THE EAST RIDGE HOUSING COMMISSION (2nd Reading)
 - C. **ORDINANCE NO. 1219** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND TITLE 2, BOARDS AND COMMISSIONS, CHAPTER 2, SECTION 101, REGARDING THE EAST RIDGE LIBRARY BOARD (2nd Reading)
9. New Business
 - A. **RESOLUTION NO. 3681** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO ACCEPT THE HAMILTON COUNTY 2025 HOMELAND SECURITY GRANT FOR THE EAST RIDGE FIRE DEPARTMENT

- B. **RESOLUTION NO. 3682** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING A BUDGET AMENDMENT FOR THE EAST RIDGE COMMUNITY CENTER RENOVATION PROJECT
- C. **RESOLUTION NO. 3683** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR THE CITY OF EAST RIDGE TO PROVIDE MOWING SERVICES AT THE I-75, EXIT 1 INTERCHANGE, FOR TWENTY-FOUR (24) MONTHS, ON A REIMBURSEMENT BASIS
- D. **RESOLUTION NO. 3684** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ALLOWING THE EAST RIDGE NEEDY CHILD FUND TO USE CAMP JORDAN ARENA AND WAIVE THE FEES FOR SUCH USAGE
- E. Presentation of the FY2025-2026 Budget
- F. Discussion of Tentative Agenda for the **May 22, 2025** City Council Meeting (see Attachment A)

10. Adjournment

ATTACHMENT A
TENTATIVE AGENDA
May 22, 2025

8. Old Business

NONE

9. New Business

- A. **ORDINANCE NO. ____** – Property located at 1512 John Ross Road, Tax Map ID # 168N-K-037, rezone from R-1 Residential District to R-2 Duplex District
- B. **ORDINANCE NO. ____** – Property located at 6510 Ringgold Road, Tax Map ID # 169L-M-017 and Tax Map ID # 169-L-M-017.01, rezone from C-1 Tourism Commercial District to C-4 Planned Commerce Center District
- C. **ORDINANCE NO. ____** – Property located at an Unaddressed Property, Tax Map ID # 169E-D-008, rezone from C-4 Planned Commerce Center District to RZ-1 Zero Lot Line Residential District
- D. **ORDINANCE NO. ____** – Property located at 6419 McCall Road, Tax Map ID # 169-E-D-005, rezone from R-2 Duplex District to C-4 Planned Commerce Center District
- E. **RESOLUTION NO. ____** – Property located at 3611 Ringgold Road Sign Variance
- F. **RESOLUTION NO. ____** – Approval of Insurance Contracts for Liability, Property, and Worker Compensation Insurance

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

**April 24, 2025
6:00 p.m.**

The East Ridge City Council met pursuant to the meeting notice on April 24, 2025, at 6:00 p.m. in the East Ridge City Hall Council Chambers. Mayor Williams called the meeting to order.

Charles Cochran, East Ridge Church of Christ, gave the invocation. All joined in for the Pledge of Allegiance.

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

Attendance: Fourteen

Consent Agenda:

A. Approval of Minutes from April 10, 2025 Council Meeting

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve the Consent Agenda.

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

Communication from Citizens:

NONE

Communication from Councilmembers:

Vice Mayor Tyler reported that the East Ridge Optimist Club annual food drive will be held on Saturday, May 10 from 10 a.m. to 1 p.m. at Southern Honda Powersports with all proceeds going to the East Ridge Community Food Pantry.

Councilmember Cagle reported that former employee Robert Alexander passed away. He also reported that the state declared this week as Safety Awareness Week and thanked Chief Building Official Howell and City Manager Miller for checking on two fire hydrants that were out of operation.

Councilmember Witt – Nothing at this time.

Councilmember Ezell – Nothing at this time.

Mayor Williams reported that the East Ridge High School Health Fair will be held on Saturday, April 26 and reported the upcoming Parks and Recreation and Library events and programs.

Communication from City Manager:

- The City received a letter from the Tennessee Comptroller of the Treasury stating that the City is in compliance with the annual CMFO certification requirements for 2024.
- Cameron McAllister, Administrator of Economic & Community Development, received a letter from Tennessee Safety and Homeland Security regarding the audit of the School Resource Officer Program stating the City is in compliance with all state regulations pertaining to staffing and expenditures.

Old Business:

NONE

New Business:

ORDINANCE NO. 1217 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND TITLE 14, ZONING AND LAND USE CONTROL, CHAPTER 3, SECTION 301, REGARDING THE EAST RIDGE BOARD OF ZONING APPEALS (1st READING)

City Attorney Litchford read the ordinance by caption.

It was moved by Councilmember Ezell and seconded by Councilmember Witt to accept Ordinance No. 1217.

Councilmember Witt stated that since the decision of the Board of Zoning Appeals is the final decision, she would like at least three of the five positions on the board to have specific knowledge or experience.

Councilmember Witt proposed an amendment to the motion to stipulate that at least three members of the board have knowledge of or experience in one of the following fields: architect, building and site construction, civil engineering, comprehensive land use planning, real estate, or development.

It was moved by Vice Mayor Tyler and seconded by Councilmember Ezell to table the ordinance. Mayor Williams asked for a roll call vote on the motion to table. Vice Mayor Tyler – yes, Councilmember Cagle – yes, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried unanimously.

ORDINANCE NO. 1218 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND TITLE 13, PROPERTY MAINTENANCE REGULATIONS, CHAPTER 3, SECTION 303, REGARDING THE EAST RIDGE HOUSING COMMISSION (1st READING)

City Attorney Litchford read the ordinance by caption.

It was moved by Vice Mayor Tyler and seconded by Councilmember Ezell to approve Ordinance No. 1218.

It was moved by Councilmember Witt to amend the motion to stipulate that at least three of the five appointments to the Housing Commission have experience in building and site construction, real estate, or property management. The motion died for lack of a second.

There being no further discussion, Mayor Williams asked for a roll call vote on the original motion to approve Ordinance 1218. Vice Mayor Tyler – yes, Councilmember Cagle – yes, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried unanimously.

ORDINANCE NO. 1219 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND TITLE 2, BOARDS AND COMMISSIONS, CHAPTER 2, SECTION 101, REGARDING THE EAST RIDGE LIBRARY BOARD (1ST READING)

City Attorney Litchford read the ordinance by caption.

It was moved by Vice Mayor Tyler and seconded by Councilmember Witt to approve Ordinance No. 1219.

Councilmember Cagle inquired about the term limits for service on the Library Board.

City Attorney Litchford responded that, according to State law, an individual can serve a maximum of two consecutive three-year terms and must wait a minimum of three years before being eligible for reappointment.

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

RESOLUTION NO. 3676 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO APPROVE A VARIANCE TO THE CITY'S SIGN ORDINANCE NO. 1028 FOR THE PROPERTY LOCATED AT 6521 RINGGOLD ROAD, TAX MAP # 169L-L-004.01

City Attorney Litchford read the resolution by caption.

Chief Building Official Howell reviewed the variance request submitted by Huston Woodis, representing Huston General Sign Company, on behalf of BKW Properties to install two signs at the proposed Whataburger location at 6521 Ringgold Road. Mr. Woodis is seeking approval for a 90-foot pylon sign with two sign faces, 363 square feet in size, and a monument sign 12 feet in height with two sign faces, 67 square feet in size.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve Resolution No. 3676.

Councilmember Cagle reviewed the sign moratorium and the City of East Ridge Sign Ordinance No. 1028.

Councilmember Ezell inquired if the variance is legal.

Chief Building Official Howell stated that he contacted the Tennessee Department of Transportation on the variance request, and they had objections.

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

RESOLUTION NO. 3677 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING A REQUEST TO OPERATE A MEDICAL CLINIC AT THE PROPERTY LOCATED AT 842 SOUTH GERMANTOWN ROAD, LOCATED WITHIN THE R-1 RESIDENTIAL DISTRICT

City Attorney Litchford read the resolution by caption.

Chief Building Official Howell reviewed the request submitted by Aline Defiglia to operate a medical clinic at 842 South Germantown Road.

It was moved by Vice Mayor Tyler and seconded by Councilmember Witt to approve Resolution No. 3677.

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

RESOLUTION NO. 3678 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE PROPOSAL FOR THE OPERATION OF FOOD AND REFRESHMENT CONCESSIONS FOR THE EAST RIDGE PARKS AND RECREATION DEPARTMENT

City Attorney Litchford read the resolution by caption.

Parks and Recreation Director Skiles recommended the Council approve the proposal submitted by WWRD Concessions providing for a return to the City of twenty-five percent (25%) of gross receipts after calculation of required Tennessee state sales taxes.

It was moved by Councilmember Witt and seconded by Councilmember Ezell to approve Resolution No. 3678.

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

RESOLUTION NO. 3679 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER REQUEST NO. 1 FROM INPUT GROUP FOR THE SOUND ATTENUATION SYSTEM AT THE EAST RIDGE ANIMAL SHELTER

City Attorney Litchford read the resolution by caption.

City Manager Miller requested the City Council approve Change Order Request No. 1 from Input Group in the amount of \$8,000.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve Resolution No. 3679.

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

RESOLUTION NO. 3680 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER REQUEST NO. 2 AND CHANGE ORDER REQUEST NO. 3 FOR THE NORTH MACK SMITH ROAD WIDENING AND IMPROVEMENTS PROJECT FOR NECESSARY MODIFICATIONS TO THE DRAINAGE SYSTEM

City Attorney Litchford read the resolution by caption.

Jeffrey Sikes from ASA Engineering was present to answer any questions from the City Council and provided details related to the drainage system modifications.

It was moved by Vice Mayor Tyler and seconded by Councilmember Witt to approve Resolution No. 3680.

Mayor Williams asked if the project will be delayed due to the modifications.

Mr. Sikes stated that there is no change to the timeline.

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

Discussion of Chattanooga Area Regional Transportation Authority (CARTA) Care-A-Van Service

City Manager Miller provided background on the CARTA Care-A-Van service and historical information on the cost per trip since 2018 and reported that City staff met with CARTA CEO Charlese Frazier and other CARTA staff members regarding the increase in cost per trip.

City Manager Miller reported possible service options that could decrease the City’s annual appropriation, including cutting the hours of operation for the service; providing the service for essential trips only such as medical, dental and dialysis; and implementing a monthly trip limit;

setting a monthly upset cost and once reached the service will be cut off for the remainder of that month; increasing the passenger charge per trip; and setting a limit on trips outside the City of East Ridge corporate limits.

Vice Mayor Tyler stated that there are ride-share services and programs and services available to deliver groceries and prescriptions.

Councilmember Cagle stated he is in favor of cutting the hours.

Mayor Williams stated that he is in favor of limiting the trips to medical, dental and dialysis only and would like to know what CARTA classifies as medical.

Vice Mayor Tyler stated that if the City is going to narrow the scope of services, he would like the City to offer some adult education classes on how to use some of the other services that are available.

City Manager Miller will continue discussions and negotiations with CARTA.

Discussion of Tentative Agenda for the May 8, 2025 City Council Meeting (see Attachment A)

Old Business:

Ordinance No. 1217 was tabled and will be discussed during the May 8, 2025 meeting.

New Business:

RESOLUTION NO. _____ - Authorization to accept the Homeland Security Grant for the East Ridge Fire Department

Chief Williams reported that the 2025 Hamilton County Homeland Security Grant provides ballistic vests to fire departments across Hamilton County and would provide the East Ridge Fire Department with twelve (12) ballistic vests at no cost to the City.

Presentation of FY2025-2026 Operating Budget

City Manager Miller will present the FY2025-2026 Operating Budget during the May 8, 2025 meeting with the first reading of the budget on June 12, 2025, and the second reading of the budget on June 26, 2025.

Adjournment

There being no further business, the April 24, 2025 Regular Meeting of the City Council of the City of East Ridge was adjourned at 7:40 p.m.

APPROVED:

MAYOR

CITY CLERK

Summary Financial Statement of Revenues and Expenditures
Mar-25

Unaudited		Spent YTD			75.00%	
FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
110						
REVENUES						
31100	Property Taxes	6,657,579	6,213,144	6,055,603	90.96%	75.00%
31200	Property Taxes (Delinquent)	500,000	195,603	385,274	77.05%	75.00%
31610	Local Sales Tax - Co. Trustee	4,740,000	3,160,376	3,225,853	68.06%	75.00%
31611	Incremental State Sales Tax	8,597,436	7,397,436	7,902,012	91.91%	75.00%
31710	Wholesale Beer Tax	440,000	313,612	298,149	67.76%	75.00%
31800	State Net Allocation	300,000	73,230	87,177	29.06%	75.00%
31810	Minimum Business Licenses	10,000	3,423	1,337	13.37%	75.00%
31824	Solicitors Permit	0	90	0	0.00%	75.00%
31827	5% State Commission	30,000	5,123	8,213	27.38%	75.00%
31912	Cable TV Franchise Tax	196,000	98,030	85,704	43.58%	75.00%
31961	Liens Collected by Trustee	25,000	25,687	28,576	114.31%	75.00%
32120	Wrecker Licenses	350	400	350	100.00%	75.00%
32200	Alcoholic Beverage Tax	240,000	179,068	174,513	72.71%	75.00%
32210	Beer Licenses & Etc.	9,500	7,131	6,355	66.89%	75.00%
32220	Liquor Licenses	3,500	1,450	2,550	72.86%	75.00%
32225	Fireworks Fees/Permits	3,000	400	0	0.00%	75.00%
32226	Annual Fireworks Permit Fee	300	4,000	0	0.00%	75.00%
32227	Vacation Rental Fee	0	0	501	0.00%	75.00%
32610	Building Permits	225,000	78,750	88,749	39.44%	75.00%
32615	Fire Preventions/Permits	1,000	1,390	1,940	194.00%	75.00%
32620	Electrical Permits	30,000	14,187	16,576	55.25%	75.00%
32630	Plumbing Permits	15,000	10,269	13,491	89.94%	75.00%
32640	Natural Gas Permits	2,000	1,784	1,014	50.68%	75.00%
32650	Excavating Permits	8,000	11,400	5,600	70.00%	75.00%
32660	Zoning Permits	3,000	2,850	1,650	55.00%	75.00%
32671	Regular Sign Permits	3,500	3,630	2,105	60.14%	75.00%
32672	Temporary Sign Permits	300	0	0	0.00%	75.00%
32690	Plan Review Fees	100	0	0	0.00%	75.00%
32691	Tree Trimming Permits	100	30	20	20.00%	75.00%
32905	Other Code Fees	28,000	21,620	4,698	16.78%	75.00%
32960	Yard Sale Permits	200	30	100	50.00%	75.00%
32990	Mechanical Permits	20,000	16,591	13,154	65.77%	75.00%
33191	Appropriation St. of TN	300,000	300,000	300,000	100.00%	75.00%
33410	Police In-Service	37,600	31,200	0	0.00%	75.00%
33420	Police Bonus Sup.	0	0	30,400	0.00%	75.00%
33430	Fire In-Service	24,800	0	22,400	90.32%	75.00%
33490	Police Retention	0	0	12,000	0.00%	75.00%
33510	State Sales Tax	2,754,000	1,800,930	1,848,320	67.11%	75.00%
33511	Telecom Sales Tax	5,000	3,185	3,172	63.45%	75.00%
33512	Sportsbetting	38,000	29,467	35,062	92.27%	75.00%
33513	Occupcity Tax	1,500	1,547	1,169	77.88%	75.00%
33515	State Tax/Telecom	500	0	0	0.00%	75.00%
33530	State Beer Tax	10,680	5,340	5,089	47.65%	75.00%
33540	State Mixed Drink Tax	110,000	84,253	85,104	77.37%	75.00%
33552	State City Streets	40,565	27,073	26,987	66.53%	75.00%
33591	TVA Gross Receipts	266,004	136,057	134,651	50.62%	75.00%

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
33593	Corporate Excise Tax	6,000	1,386	430	7.16%	75.00%
34121	Clerks' Fees - Business Tax	2,000	1,490	1,185	59.25%	75.00%
34211	Accident Report Charges	2,000	1,316	1,564	78.19%	75.00%
34212	DL Reinstatement Fee	2,000	730	1,815	90.75%	75.00%
34221	Ridgeside Contract	121,268	87,453	90,951	75.00%	75.00%
34231	Police Services	1,000	882	3,668	366.77%	75.00%
34314	Mowing	9,800	0	0	0.00%	75.00%
34500	Donations New Shelter	5,000	3,930	2,560	51.20%	75.00%
34515	Rabies/Spay	500	225	0	0.00%	75.00%
34516	Registration	1,000	1,468	380	38.00%	75.00%
34517	Adoption	1,500	1,077	1,335	89.00%	75.00%
34518	Board & Impound Fees	1,000	535	395	39.50%	75.00%
34520	A/S Donations-Designated	1,000	300	1,516	151.60%	75.00%
34641	Indoor Soccer Income	188,760	180,246	198,883	105.36%	75.00%
34642	Community Center Income	43,000	34,975	34,839	81.02%	75.00%
34643	Outdoor Soccer Fees	81,320	83,970	89,134	109.61%	75.00%
34644	Baseball Fees	41,550	42,303	39,330	94.66%	75.00%
34645	Softball Fees	28,510	17,303	31,218	109.50%	75.00%
34646	Gate	30,000	19,261	24,794	82.65%	75.00%
34647	McBrien Complex	0	0	0	0.00%	75.00%
34648	Adult League - Softball	30,000	28,615	29,890	99.63%	75.00%
34649	Concerts/Events	10,000	715	6,514	65.14%	75.00%
34651	Arena	145,000	95,457	110,113	75.94%	75.00%
34652	Pavilion Rental	22,000	12,920	13,052	59.33%	75.00%
34653	Track Rental	2,000	1,102	1,000	50.00%	75.00%
34654	Field Rental	62,000	35,787	57,301	92.42%	75.00%
34655	Amphitheater	16,000	10,679	7,517	46.98%	75.00%
34656	Concessions	50,000	34,008	51,306	102.61%	75.00%
34657	Overnight - Rv Rental	24,000	10,817	16,815	70.06%	75.00%
34658	Tournament Team Fees	4,000	2,375	1,719	42.98%	75.00%
34712	Sponsorship/Parks & Rec	5,000	4,650	9,880	197.60%	75.00%
34720	Football Gate	5,000	4,939	4,246	84.91%	75.00%
34751	Basketball Gate	20,000	17,433	17,459	87.30%	75.00%
34742	Basketball Player Fees	22,850	22,470	15,578	68.17%	75.00%
34743	Football Player Fees	23,530	21,063	31,934	135.72%	75.00%
34744	Photography	1,200	567	0	0.00%	75.00%
34745	Vending/Concessions	15,000	14,215	5,975	39.83%	75.00%
34746	Cheerleading	2,270	940	2,750	121.15%	75.00%
34747	Rent-Arena Equipment	25,000	17,519	33,054	132.22%	75.00%
34749	Soccer Field Rentals	80,000	61,013	73,304	91.63%	75.00%
34760	Library Charges	1,000	580	924	92.37%	75.00%
34761	Library - Copies	1,000	643	1,801	180.07%	75.00%
34794	C Center M. Fees	1,000	1,170	800	80.00%	75.00%
35100	Court Fines & Costs	325,000	234,788	243,422	74.90%	75.00%
35110	Fortfeiture of Bond	0	6,000	0	0.00%	75.00%
35120	Public Defender Fees	0	0	0	0.00%	75.00%
35150	Diversion Filing	0	0	0	0.00%	75.00%
36100	Interest Earnings	6,500	7,752	33,457	514.73%	75.00%
36211	Rent - Cell Tower	12,925	39,694	9,694	75.00%	75.00%
36310	Sale of Land	0	0	18,000	0.00%	75.00%
36330	Sale Of Equipment	10,000	1,625	3,609	36.09%	75.00%
36350	Insurance Recoveries	50,000	57,234	29,392	58.78%	75.00%

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
36901	Pipes/Culverts	3,000	656	904	30.13%	75.00%
36902	Damages- Traffic C.	0	0	0	0.00%	75.00%
36903	Christmas Parade	600	595	550	91.67%	75.00%
36905	Police - Sale of Surplus	15,000	15,863	0	0.00%	75.00%
36906	Fire - Sale of Surplus	5,000	766	0	0.00%	75.00%
36990	Miscellaneous Revenues	25,000	10,551	2,157	8.63%	75.00%
36992	Hamilton County	0	0	0	0.00%	75.00%
37200	AHO - Fines/Court Costs	0	0	424	0.00%	75.00%
	Use of Fund Balance	0	0	0	0.00%	75.00%
	Total Revenues	27,265,597	21,513,835	22,274,152	66.98%	75.00%
EXPENDITURES						
41000	General Government	1,410,855	1,164,574	1,256,349	89.05%	75.00%
41100	Administrative	1,186,508	756,489	841,672	70.94%	75.00%
41111	City Council	119,117	69,884	73,411	61.63%	75.00%
41210	Municipal Court	430,074	262,600	294,549	68.49%	75.00%
41520	City Attorney	136,875	69,359	77,944	56.95%	75.00%
41800	Buildings & Grounds Maintenance	354,585	183,244	257,862	72.72%	75.00%
41900	City Hall Complex	56,500	37,048	48,687	86.17%	75.00%
42100	Police	2,627,428	1,814,180	2,071,932	78.86%	75.00%
42121	Criminal Investigation	962,325	496,255	755,264	78.48%	75.00%
42123	Patrol	2,728,973	2,149,648	2,336,506	85.62%	75.00%
42125	School Resource	349,475	70,809	180,388	51.62%	75.00%
42125	Traffic Division	356,976	116,321	23,485	6.58%	75.00%
42200	Fire Department	4,532,341	2,891,247	3,603,500	79.51%	75.00%
42400	Building/Planning/Zoning	663,399	447,068	428,632	64.61%	75.00%
43110	Highway And Street	582,500	450,048	379,136	65.09%	75.00%
43120	Traffic Control & Street Markers	310,121	293,648	226,809	73.14%	75.00%
43170	Transfer Station/Brush Pit/Fleet	12,100	10,863	18,157	150.06%	75.00%
44140	Animal Control	375,709	227,080	295,765	71.36%	75.00%
44410	Parks and Recreation	1,169,777	793,158	797,761	68.20%	75.00%
44420	Multi-Purpose Recreation Bldg	324,649	183,947	236,983	73.00%	75.00%
44430	Community Center	302,548	226,098	186,270	61.57%	75.00%
44450	McBrien Complex	1,200	714	3,534	294.46%	75.00%
44610	Soccer - Recreation	69,400	37,036	66,380	95.65%	75.00%
44620	Soccer - Indoor	108,200	109,896	99,839	92.27%	75.00%
44630	Baseball/Softball	83,400	46,344	49,022	58.78%	75.00%
44640	Football/Cheer	26,550	17,373	17,909	67.45%	75.00%
44650	Adult Softball	39,250	24,531	32,045	81.64%	75.00%
44700	Basketball	29,050	24,281	15,245	52.48%	75.00%
44800	Libraries	296,906	182,627	203,363	68.49%	75.00%
44810	History Museum	560	415	1,084	193.49%	75.00%
46500	Community Development Programs	10,000	3,863	0	0.00%	75.00%
47200	Economic Development	8,829,193	6,336,993	6,027,100	68.26%	75.00%
49100	Debt Service	106,720	96,013	0	0.00%	75.00%
49400	Capital Projects - Transfer Out	276,657	0	0	0.00%	75.00%
	Total Expenditures	28,869,921	19,593,654	20,906,580	72.42%	75.00%
Total	General Fund		1,920,181	1,367,274		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
121 State Street Aid						
REVENUES						
33450	State Grant - TIP Funds	0	1,847	0	0.00%	75.00%
33460	State Grant - HIP Funds	234,000	12,773	5,992	2.56%	75.00%
33550	2017 Gas Tax Improve	200,000	115,247	121,382	60.69%	75.00%
33551	State Gasoline And Motor Fuel Tax	570,000	383,828	379,310	66.55%	75.00%
33558	City Transport Mod Tax (Electric)	1,000	578	20,264	2026.40%	75.00%
36100	Interest Earnings	200	141	24	11.78%	75.00%
36330	Sale of Equipment	0	0	0	0.00%	75.00%
	Use of Fund Balance	294,038	0	0	0.00%	75.00%
	Total Revenues and Other Sourc	1,299,238	514,415	526,971	58.29%	75.00%
EXPENDITURES						
43190	State Street Aid	1,299,238	227,133	181,095	13.94%	75.00%
	Total Expenditures	1,299,238	227,133	181,095	13.94%	75.00%
Total	State Street Aid Fund	0	287,282	345,877		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
122 Grant Fund						
REVENUES						
33109	CSX Transportation Grant - 2022	0	0	0	0.00%	75.00%
33111	PEP Cyber Security Grant	0	0	1,900	0.00%	75.00%
33114	TML Driver Safety Grant	4,000	0	2,000	50.00%	75.00%
33120	TDOT 2015 Multi Modal Grant	0	0	0	0.00%	75.00%
33425	Aquatic Stream Clean Grant	1,000	0	0	0.00%	75.00%
33493	TML Safety Grant	3,000	3,000	0	0.00%	75.00%
36100	Interest Earnings	0	1	1	0.00%	75.00%
36420	Police Traffic Safety Grant	0	0	117	1.17%	75.00%
36421	TN AM Grants	0	1,000	1,000	0.00%	75.00%
36423	Animal Foundation Grants	425	425	0	0.00%	75.00%
36711	Safety Conservation Grant	4,000	0	4,000	100.00%	75.00%
36920	THS089-Police	10,000	0	0	0.00%	75.00%
36921	Homeland Security - Police	0	0	0	0.00%	75.00%
36922	Homeland Security - Fire	0	0	0	0.00%	75.00%
36925	Violent Crime Intervention Grant	0	123,322	0	0.00%	75.00%
	Use of Fund Balance	6,575	62,824	29,015	0.00%	75.00%
	Total Revenues and Other Sourc	29,000	190,571	38,032	40.21%	75.00%
EXPENDITURES						
43150	Grants	29,000	190,571	38,032	131.15%	75.00%
	Total Expenditures	29,000	190,571	38,032	131.15%	75.00%
Total	Grant Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
127 Drug Fund						
REVENUES						
33197	Federal/State Grants	10,000	6,175	6,789	67.89%	75.00%
33560	Seized/Awarded by State	35,000	41,814	6,936	19.82%	75.00%
35200	Drug Fines	20,000	8,911	21,734	108.67%	75.00%
35400	Sale of Confiscated Property	0	0	0	0.00%	75.00%
36990	Misc. Revenues	0	500	0	0.00%	75.00%
	Use of Fund Balance	139,402	0	21,045	0.00%	75.00%
	Total Revenues and Other Sources	204,402	57,400	56,505	54.55%	75.00%
EXPENDITURES						
42129	Drug Investigation and Control	204,402	15,453	56,505	27.64%	75.00%
	Total Expenditures	204,402	15,453	56,505	27.64%	75.00%
Total	Drug Investigation Fund	0	41,947	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
130 Economic Development Fund						
REVENUE						
31611	Inc. Sales Tax (BR)	8,779,193	6,227,447	5,484,590	62.47%	75.00%
33191	Direct App. - State	0	0	0	0.00%	75.00%
36100	Interest Earnings	0	9	3	0.00%	75.00%
	Transfer In	0	0	0	0.00%	75.00%
	Use of Fund Balance	0	0	0	0.00%	75.00%
	Total Revenues and Other Sources	8,779,193	6,227,456	5,484,590	62.47%	75.00%
EXPENDITURES						
	Economic Development	6,787,697	5,155,927	5,484,590	80.80%	75.00%
	Debt Payment	1,991,496	0	0	0.00%	75.00%
	Total Expenditures	8,779,193	5,155,927	5,484,590	78.00%	75.00%
Total	Economic Development Fund	0	1,071,529	3		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
131 Solid Waste Fund						
REVENUES						
33190	FEMA/TEMA 2021	0	0	0	0.00%	75.00%
34415	Delinquent Fees	0	0	8,468	0.00%	75.00%
34416	Sanitation Fees	1,580,200	1,431,169	1,437,515	90.97%	75.00%
34418	Extra Cans	1,500	1,350	1,200	80.00%	75.00%
34420	Dumpster Rentals	9,000	4,240	4,500	50.00%	75.00%
34422	Recycling - Transfer Station	4,000	3,743	4,181	104.53%	75.00%
34426	Sale Of Mulch	100	0	127	127.00%	75.00%
34430	Refuse Collection And Disposal	2,500	536	648	25.92%	75.00%
36330	Sale of Equipment	0	0	0	0.00%	75.00%
36350	Insurance Recoveries	0	0	0	0.00%	75.00%
	Use of Fund Balance	44,296	66,545	0	0.00%	75.00%
	Total Revenues and Other Sourc	1,641,596	1,507,584	1,456,639	91.19%	75.00%
EXPENDITURES						
43200	Solid Waste	1,641,596	1,507,584	1,246,695	75.94%	75.00%
	Total Expenditures	1,641,596	1,507,584	1,246,695	75.94%	75.00%
Total	Solid Waste Fund	0	0	209,944		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
212 Debt Service Fund						
REVENUES						
31920	Room Occupancy Tax	750,000	492,782	612,904	81.72%	75.00%
36100	Interest Earnings	50,000	79,515	85,701	171.40%	75.00%
37940	Transfer In	2,336,157	329,480	0	0.00%	75.00%
	Use of Fund Balance	0	167,104	688,765	0.00%	75.00%
	Total Revenues and Other Sources	3,136,157	1,068,881	1,387,371	22.28%	75.00%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	144,525	125,282	126,948	87.84%	75.00%
49114	Refunding Bond Issue - 2021	681,963	88,381	78,481	11.51%	75.00%
49300	Series 2022 Bond Issue	725,717	490,772	624,267	86.02%	75.00%
49310	2015 - Exit One/Capital Projects	206,813	208,875	206,813	100.00%	75.00%
49320	Capital Projects - Series 2024	604,324	0	151,311	25.04%	75.00%
49410	Public Safety Capital Outlay Note	0	0	43,795	100.00%	75.00%
49411	Public Safety Capital Outlay Note	0	0	0	0.00%	75.00%
49412	Public Safety - Lease Purchase	43,795	0	0	0.00%	75.00%
49413	Public Safety - Capital Outlay Note	105,508	102,041	102,227	96.89%	75.00%
49414	Public Safety - Lease Purchase	53,530	53,530	53,530	100.00%	75.00%
	Total Expenditures	2,566,175	1,068,881	1,387,371	54.06%	75.00%
Total	TML Loan Fund	569,982	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
341 Capital Improvement Fund						
REVENUES						
33113	LPRF 2024 - C. CENTER	600,000	0	61,150	10.19%	75.00%
33120	2015 Multi Modal	0	146,234	0	0.00%	75.00%
36100	Interest	0	0	274,840	0.00%	75.00%
36421	TN Am Water Grant	0	0	0	0.00%	75.00%
36915	Bond Proceeds	12,000,000	2,289,244	1,186,650	9.89%	75.00%
36990	Misc. Revenues	0	0	6,000	0.00%	75.00%
36992	Hamilton County	1,000,000	0	0	0.00%	75.00%
37940	Operating Transfers - Other Funds	276,657	0	0	0.00%	75.00%
	Use of Fund Balance	1,209,319	703,725	1,860,282	0.00%	75.00%
	Total Revenues and Other Sourc	15,085,976	3,139,204	3,388,921	11.13%	75.00%
EXPENDITURES						
41100	Administrative	15,500	0	9,940	64.13%	75.00%
41800	Bldg/Grounds Maint.	400,000	284,859	184,499	46.12%	75.00%
41900	City Hall Complex	0	0	15,497	0.00%	75.00%
41920	Multi Purpose Pavillion	6,000,000	79,893	1,051,148	17.52%	75.00%
43110	Multi Modal Project	400,000	2,248,359	436,810	109.20%	75.00%
43121	N. Mack Smith	4,500,000	210,081	97,752	2.17%	75.00%
43122	Resurfacing Projects	937,976	1,800	25,911	2.76%	75.00%
43126	Spring Creek Project	0	0	106,224	0.00%	75.00%
44410	Parks & Recreation	1,440,000	46,248	1,283,872	89.16%	75.00%
44421	Splash Pad/Playground	0	0	0	0.00%	75.00%
44423	Dog Park - Town Center	0	0	0	0.00%	75.00%
44424	Animal Shelter Building	0	204,306	0	0.00%	75.00%
44425	Dickert Pond Pier	10,000	32,623	9,957	99.57%	75.00%
44426	Fuel Tank-Public Safety	125,000	0	0	0.00%	75.00%
44430	C Center Upgrad	1,200,000	11,035	143,840	11.99%	75.00%
44450	McBrien Complex	7,500	0	7,500	100.00%	75.00%
46511	Community Development	50,000	20,000	15,971	31.94%	75.00%
	Total Expenditures	15,085,976	3,139,204	3,388,921	22.46%	75.00%
Total	Capital Projects Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
410 ARPA Fund						
REVENUES						
37940	Transfer In	0	0	0	0.00%	75.00%
	Use of Fund Balance	436,171	996,611	868,482	0.00%	75.00%
	Total Revenues and Other Sources	436,171	996,611	868,482	0.00%	75.00%
EXPENDITURES						
44424	Animal Shelter Facility	0	370,072	868,482	0.00%	75.00%
46490	Stormwater Projects - Ringgold Road	436,171	626,539	0	0.00%	75.00%
	Total Expenditures	436,171	996,611	868,482	199.11%	75.00%
Total	Capital Projects Fund	0	0	0		

ORDINANCE NO. 1217



BRIAN WILLIAMS
Mayor

JACKY CAGLE
Councilmember

ANDREA WITT
Councilmember

DAVID TYLER
Vice Mayor

JEFFREY EZEL
Councilmember

J. SCOTT MILLER
City Manager

City of East Ridge

*1517 Tombras Avenue
East Ridge, Tennessee 37412
(423) 867-7711*

MEMORANDUM

TO: City Council

FROM: Mark Litchford, City Attorney

DATE: April 21, 2025

RE: Amending Title 14, Chapter 3, Section 301 – Board of Zoning Appeals Appointments

At the last City Council meeting on April 10, 2025, I was tasked with preparing an ordinance amending Title 14, Chapter 3, Section 301 relative to board of zoning appeal appointments to effectuate the following: having each councilmember the opportunity to appoint one member to said board. The attached draft ordinance accomplishes this directive.

As an additional note, there are some jurisdictions that have criteria/qualifications for board seats relative to boards that have zoning jurisdictions such as variances, waivers, historical preservation, set-back, etc. authority. I spoke with some additional municipal attorneys who advised that their municipalities have had positive impacts on land-use boards which required certain qualifications (i.e. construction board for Signal Mountain 2-502; strategic planning commission for Red Bank 2-101; Maryville Design Review Board 14-203; Maryville historic zoning commission 14-301). If it is the will of the council to incorporate certain qualifications, please let me know and I will redraft this ordinance.

ORDINANCE NO. 1217

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE,
TENNESSEE, TO AMEND TITLE 14,
ZONING AND LAND USE CONTROL,
CHAPTER 3, SECTION 301, REGARDING
THE EAST RIDGE BOARD OF ZONING
APPEALS**

WHEREAS, the East Ridge City Council has created a Board of Zoning Appeals codified in Title 14, Chapter 3, Section 301 of the East Ridge City Code; and

WHEREAS, pursuant to Section 301, the board consists of five (5) residents of the City to be appointed by the City Council; and

WHEREAS, the City Council deems it desirable to amend Section 301 by incorporating a provision that allows each councilmember to have one (1) appointment to said board; and

WHEREAS, the City Council deems it in the best interest of the City to amend Title 14, Chapter 3, Section 301 as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that Title 14, Chapter 3, Section 301 of the East Ridge City Code is hereby amended as follows:

SECTION 1. Title 14, Chapter 3, Section 301 is hereby amended by adding “*with each councilmember having one (1) appointment to said board*” at the end of the first sentence such that the first sentence in Title 13, Chapter 3, Section 303 reads as follows in its entirety:

There is hereby created and established a board of zoning appeals, to consist of five (5) residents of the city, to be appointed by the city council with each councilmember having one (1) appointment to said board.

SECTION 2. **BE IT FURTHER ORDAINED** that all other parts to Title 14, Chapter 3, Section 301 shall remain unchanged.

SECTION 3. **BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately as provided by law, the public welfare of the City requiring it.

PASSED on First Reading _____, 2025.

PASSED on Second Reading _____, 2025.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

ORDINANCE NO. 1218



BRIAN WILLIAMS
Mayor

JACKY CAGLE
Councilmember

ANDREA WITT
Councilmember

DAVID TYLER
Vice Mayor

JEFFREY EZEL
Councilmember

J. SCOTT MILLER
City Manager

City of East Ridge

*1517 Tombras Avenue
East Ridge, Tennessee 37412
(423) 867-7711*

MEMORANDUM

TO: City Council

FROM: Mark Litchford, City Attorney

DATE: April 21, 2025

RE: Amending Title 13, Chapter 3, Section 303 – Housing Commission Appointments

At the last City Council meeting on April 10, 2025, I was tasked with preparing an ordinance amending Title 13, Chapter 3, Section 303 relative to housing commission appointments to effectuate the following: having each councilmember the opportunity to appoint one member to said commission. The attached draft ordinance accomplishes this directive.

ORDINANCE NO. 1218

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE,
TENNESSEE, TO AMEND TITLE 13,
PROPERTY MAINTENANCE
REGULATIONS, CHAPTER 3, SECTION
303, REGARDING THE EAST RIDGE
HOUSING COMMISSION**

WHEREAS, the East Ridge City Council has created a housing commission codified in Title 13, Chapter 3, Section 303 of the East Ridge City Code; and

WHEREAS, pursuant to Section 303, the commission consists of five (5) residents of the City to be appointed by the City Council; and

WHEREAS, the City Council deems it desirable to amend Section 303 by incorporating a provision that allows each councilmember to have one (1) appointment to said commission; and

WHEREAS, the City Council deems it in the best interest of the City to amend Title 13, Chapter 3, Section 303 as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that Title 13, Chapter 3, Section 303 of the East Ridge City Code is hereby amended as follows:

SECTION 1. Title 13, Chapter 3, Section 303 is hereby amended by adding “*with each councilmember having one (1) appointment to said commission*” at the end of the first sentence such that the first sentence in Title 13, Chapter 3, Section 303 reads as follows in its entirety:

There is hereby created and established a housing commission, to consist of five (5) residents of the city, to be appointed by the city council with each councilmember having one (1) appointment to said commission.

SECTION 2. **BE IT FURTHER ORDAINED** that all other parts to Title 13, Chapter 3, Section 303 shall remain unchanged.

SECTION 3. **BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately as provided by law, the public welfare of the City requiring it.

PASSED on First Reading _____, 2025.

PASSED on Second Reading _____, 2025.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

ORDINANCE NO. 1219



BRIAN WILLIAMS
Mayor

JACKY CAGLE
Councilmember

ANDREA WITT
Councilmember

DAVID TYLER
Vice Mayor

JEFFREY EZEL
Councilmember

J. SCOTT MILLER
City Manager

City of East Ridge

*1517 Tombras Avenue
East Ridge, Tennessee 37412
(423) 867-7711*

MEMORANDUM

TO: City Council

FROM: Mark Litchford, City Attorney

DATE: April 21, 2025

RE: Amending Title 2, Chapter 2, Section 101 – Library Board Appointments

At the last City Council meeting on April 10, 2025, I was tasked with preparing an ordinance amending Title 2, Chapter 2, Section 101 relative to library board appointments to effectuate the following: having each councilmember the opportunity to appoint one member to said board. The attached draft ordinance accomplishes this directive.

ORDINANCE NO. 1219

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF EAST RIDGE,
TENNESSEE, TO AMEND TITLE 2,
BOARDS AND COMMISIONS, CHAPTER
2, SECTION 101, REGARDING THE EAST
RIDGE LIBRARY BOARD**

WHEREAS, the East Ridge City Council has created a library board codified in Title 2, Chapter 2, Section 101 of the East Ridge City Code; and

WHEREAS, pursuant to Section 101, the board consists of five (5) residents of the City to be appointed by the City Council; and

WHEREAS, the City Council deems it desirable to amend Section 101 by incorporating a provision that allows each councilmember to have one (1) appointment to said board; and

WHEREAS, the City Council deems it in the best interest of the City to amend Title 2, Chapter 2, Section 101 as set forth herein.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that Title 2, Chapter 2, Section 101 of the East Ridge City Code is hereby amended as follows:

SECTION 1. Title 2, Chapter 2, Section 101 is hereby amended by adding “*with each councilmember having one (1) appointment to said board*” at the end of the first sentence such that the first sentence in Title 2, Chapter 2, Section 101 reads as follows in its entirety:

There is hereby created and established a library board to consist of five (5) residents of the city, to be appointed by the city council with each councilmember having one (1) appointment to said board.

SECTION 2. **BE IT FURTHER ORDAINED** that all other parts to Title 2, Chapter 2, Section 101 shall remain unchanged.

SECTION 3. **BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately as provided by law, the public welfare of the City requiring it.

PASSED on First Reading _____, 2025.

PASSED on Second Reading _____, 2025.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3681

AGENDA MEMORANDUM

**APPROVAL TO ACCEPT THE HOMELAND SECURITY GRANT FROM HAMILTON
COUNTY FOR BALLISTIC VESTS**

May 8, 2025

Submitted by:

A handwritten signature in black ink, appearing to read "Michael Williams".

Michael Williams, Fire Chief

SUBJECT:

I am requesting that the Mayor and Councilmembers approve to accept the Homeland Security Grant from Hamilton County. This grant is to provide firefighters across Hamilton County fire departments with Ballistic Vests for active shooter situations.

East Ridge firefighters will receive 12 Ballistic vests to be placed on all first out response vehicles at no cost to the City of East Ridge.

RESOLUTION NO. 3681

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF EAST RIDGE, TENNESSEE,
AUTHORIZING THE CITY MANAGER OR HIS
DESIGNEE TO ACCEPT THE HAMILTON
COUNTY 2025 HOMELAND SECURITY GRANT
FOR THE EAST RIDGE FIRE DEPARTMENT**

WHEREAS, Hamilton County applied for and was awarded the 2025 Homeland Security Grant; and

WHEREAS, this grant is to provide fire departments across Hamilton County with ballistic vests; and

WHEREAS, Hamilton County is providing the City of East Ridge Fire Department twelve (12) ballistic vests at no cost to the City; and

WHEREAS, the City of East Ridge Fire Department wishes to place the twelve (12) ballistic vests on all first out response vehicles.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee is hereby authorized to accept the twelve (12) ballistic vests for the East Ridge Fire Department provided by the Hamilton County 2025 Homeland Security Grant.

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 _____ 2025.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3682

AGENDA MEMORANDUM

**Approval of Budget Amendment
Local Parks & Recreation Fund Grant
East Ridge Community Center Renovation Project**

May 8, 2025

Submitted by:

Cameron McAllister

Administrator of Economic & Community Development

SUBJECT: Approval of Budget Amendment for East Ridge Community Center Renovations

City Administration respectfully requests approval from the Mayor and Council to accept additional funding from the Tennessee Department of Environment and Conservation's Recreational Resource Division (RRD) for the East Ridge Community Center Renovation Project.

On March 28, 2025, the City of East Ridge formally requested an increase of \$678,000 in grant funding to address unforeseen permitting requirements, specifically the addition of a fire suppression sprinkler system. The City committed to a 50% local match of \$339,000, which would have increased the total project budget to \$1,878,000.

After thorough review, the State determined that, due to the volume of obligated projects and funding requests in the 2025 grant cycle, only a 5% increase to the original project budget could be entertained. This adjustment would provide an additional \$60,000 in grant funds, matched by an additional \$60,000 from the City of East Ridge.

If approved, the total project budget would increase from **\$1,200,000** to **\$1,320,000**. Specifically, the project's construction budget—currently at **\$1,040,000**—would increase by **\$120,000** to a new total of **\$1,160,000**.

Attached to this memorandum are the original budget request letter and the State's response for your reference.

RESOLUTION NO. 3682

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF EAST RIDGE, TENNESSEE, APPROVING
A BUDGET AMENDMENT FOR THE EAST RIDGE
COMMUNITY CENTER RENOVATION PROJECT**

WHEREAS, the City of East Ridge desires to further develop City-owned property to expand recreational opportunities available for the citizens of the community and surrounding area; and

WHEREAS, the City of East Ridge was approved for a grant from the State of Tennessee Department of Environment and Conservation Local Parks and Recreation Fund; and

WHEREAS, on May 28, 2025, the City of East Ridge formally requested an increase of \$678,000 in grant funding to address unforeseen permitting requirements related to the addition of a fire suppression sprinkler system; and

WHEREAS, the State determined that due to the volume of projects and funding requests in the 2025 grant cycle, only a five percent (5%) increase to the original project budget could be approved, providing an additional \$60,000 in grant funds to be matched by an additional \$60,000 from the City of East Ridge; and

WHEREAS, the additional funding from the State and matching funds from the City would increase the construction budget of the Community Center Renovation project from \$1,040,000 to \$1,160,000, increasing the total project budget from \$1,200,000 to \$1,320,000.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that either the Mayor, or his designee are authorized to execute such documents as may be necessary for the acceptance of additional grant funding from the Local Parks and Recreation Fund Grant Program of up to \$60,000.

BE IT FURTHER RESOLVED that the City of East Ridge agrees to provide the required local match of up to or greater than \$60,000.

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 _____ 2025.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



City of East Ridge

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

March 28, 2025

Mr. Brian Clifford
Office of Outdoor Recreation
Department of Environment and Conservation
312 Rosa L Parks Avenue
2nd Floor, William R Snodgrass Tennessee Tower
Nashville, TN 37243-0341

To: Tennessee Department of Environment and Conservation (TDEC) – Office of Outdoor Recreation

Re: Request for Additional Grant Funds on East Ridge 2023 LPRF Community Center Expansion

Dear Director Clifford,

The City of East Ridge is formally requesting an increase in grant funding due to an unforeseen requirement that emerged during the permitting process. Initially, our understanding was that only the new addition to the building would need to be equipped with a sprinkler system. However, during the permitting process, we were informed by the City's Building/Codes Department that it is necessary to sprinkle the entire building.

To comply with this updated requirement, we are requesting an additional \$678,000 in funding. The City of East Ridge is committed to matching this additional cost 50/50, contributing \$339,000. This adjustment would increase the capital purchase total to \$1,718,000 and bring the overall grant request to \$1,878,000, with each party contributing a total of \$339,000 as part of the matching funds.

We appreciate your understanding and consideration of this request. Your assistance is crucial to ensuring we meet the safety standards and complete our project successfully.

Best Regards,

Mayor Brian Williams

J. Scott Miller, City Manager

Cameron McAllister,
Administrator of Economic & Community Development

Brian Williams
Mayor

David Tyler
Vice-Mayor

Jacky Cagle
Councilmember

Andrea Witt
Councilmember

Jeff Ezell
Councilmember

J. Scott Miller
City Manager



STATE OF TENNESSEE
DEPARTMENT OF ENVIRONMENT AND CONSERVATION

Recreation Resources Division
Davy Crockett Tower
500 James Robertson Parkway, 8th Floor
Nashville, Tennessee 37243

April 24, 2025

Mayor Brian Williams
City of East Ridge
1517 Tombras Avenue
East Ridge, TN 37412

RE: 2023 LPRF – City of East Ridge – East Ridge Community Center Expansion- Additional Funds Request

Dear Mayor Williams,

We are in receipt of the City of East Ridge's Additional Funds Request Letter dated March 28, 2025.

Due to factors such as the current number of obligated projects and amount of funds requested in our 2025 annual grant cycle, ORec's policy as of 2025 is that we can entertain a 5% increase to the total project amount per request of the grantee based on justification provided. For this reason, we are not able to honor the request for an additional \$339,000.00. However, we would like to assist you by providing the 5% increase to your Total Project amount of \$1,200,000. This would be an increase of \$60,000 in Grant Funding with an additional \$60,000 in Match required. Please provide a response letter accepting this amount along with your new budget breakdown, and we will proceed with amending your Grant Contract.

Should you have any questions, please contact our Grants Program Manager, Shelby Pressley, at (615) 552-8029 or Shelby.Pressley@tn.gov or Mark Stanfill, your Grant Specialist, at Mark.Stanfill@tn.gov or (615) 574-5176.

Sincerely,

A handwritten signature in blue ink that reads "B-M. Clifford".

Brian Clifford, Director
Office of Outdoor Recreation

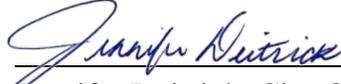
RESOLUTION NO. 3683

AGENDA MEMORANDUM

**APPROVAL OF TDOT MOWING CONTRACT
FOR A 24-MONTH PERIOD EFFECTIVE JULY 1, 2025**

May 8, 2025

Submitted by:



Jennifer Deitrick, City Clerk

TDOT is responsible for the maintenance of the state rights-of way; however, TDOT is also authorized to enter into contracts with municipalities which allow cities to mow the state rights-of-way and then be reimbursed by TDOT. The City of East Ridge has contracted with TDOT over the last several years for the City to provide mowing services at the Ringgold Road, I-75, Exit 1 Interchange.

This agenda item is to approve a contract with TDOT for the City of East Ridge to mow the sections of right-of-way identified in Exhibit A. TDOT will reimburse the City an amount not to exceed \$9,800 for six mowing cycles of the rights-of-way per 12-month period, totaling a maximum reimbursement of \$19,600 for 12 mowing cycles of the rights-of-way for the contract term of 24 months.

RESOLUTION NO. 3683

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION (TDOT) FOR THE CITY OF EAST RIDGE TO PROVIDE MOWING SERVICES AT THE I-75, EXIT 1 INTERCHANGE, FOR TWENTY-FOUR (24) MONTHS, ON A REIMBURSEMENT BASIS

WHEREAS, Tenn. Code Ann. §§ 54-5-201 – 54-5-203, provide that TDOT is responsible for the maintenance of the streets in municipalities over which traffic on State highways is routed and authorizes the state to enter into contracts on a reimbursement basis with municipalities that are organized to care for streets; and

WHEREAS, since the City of East Ridge is organized for the care of its own streets, the State and the City wish to enter into a twenty-four (24) month contract for the City to provide for the maintenance of those sections of rights-of-way identified in “Exhibit A”; and

WHEREAS, TDOT will reimburse the City an amount not to exceed \$9,800 for six (6) mowing cycles of the rights-of-way per twelve (12) month period.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Ridge, Tennessee that the Mayor, or his designee, is authorized to enter into the attached contract with TDOT for the City to provide mowing services at the Ringgold Road, I-75, Exit 1 Interchange for a twenty-four (24) month period effective July 1, 2025, on a reimbursement basis, as identified in “Exhibit A.”

BE IT FURTHER RESOLVED, that TDOT will reimburse the City an amount not to exceed \$9,800 for six (6) mowing cycles of the rights-of-way per twelve (12) month period, totaling a maximum reimbursement of \$19,600 for twelve (12) mowing cycles of the rights-of-way for the contract term of twenty-four (24) months.

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

Adopted this _____ day of _____ 2025.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

**CONTRACT
BETWEEN THE STATE OF TENNESSEE,
DEPARTMENT OF TRANSPORTATION
AND
CITY OF EAST RIDGE**

This Contract, by and between the State of Tennessee, Department of Transportation, hereinafter referred to as the 'State' and City of East Ridge, hereinafter referred to as the "Contractor," is for the provision of a special agreement for mowing, as further defined in the "SCOPE OF SERVICES."

Contractor Edison Registration ID # 0000002874
Contract #: CMA 2635

A. SCOPE OF SERVICES:

- A.1. The Contractor shall provide all service and deliverables as required, described, and detailed herein and shall meet all service and delivery timelines as specified by this Contract.
- A.2. Tenn. Code Ann. § 54-5-201 provides that the State is authorized to enter into contracts with municipalities regarding the improvement and maintenance of streets over which traffic on state highways is routed.
- A.3. Tenn. Code Ann. § 54-5-202 provides that streets constructed, reconstructed, improved and maintained by the State shall be of a width and type that the State deems proper, but the width so constructed, reconstructed, improved and maintained shall not be less than eighteen feet (18'); and, in the case of resurfacing and maintenance, from curb to curb where curbs exist, or the full width of the roadway where no curbs exist.
- A.4. Tenn. Code Ann. § 54-5-203 provides that the State is authorized to enter into contracts with municipalities that are organized to care for streets to reimburse, subject to the approval of the State, for improvements and maintenance.
- A.5. Tenn. Code Ann. § 54-16-106 provides that the highway authorities of the state, counties, cities, and town are authorized to enter into agreements with each other respecting the improvement and maintenance of controlled-access facilities, defined by Tenn. Code Ann. § 54-16-101 as a highway or street specially designed for through traffic, and over, from or to which owners or occupants of abutting land or other persons have no right or easement of access from abutting properties.
- A.6. Tenn. Code Ann. § 54-5-139 provides that the State may enter into a contract with a qualified county to perform maintenance activities upon the rights-of-way of state highways located outside of municipalities and metropolitan governments; and, that the reimbursement shall be on an actual cost basis.
- A.7. The State is hereby contracting with the Contractor for the improvements and maintenance specified in Attachment "Exhibit A" titled "Guidelines Covering Maintenance of State Highways through Municipalities," attached and incorporated hereto as part of this Contract.

B. TERM OF CONTRACT:

This Contract shall be effective on July 1, 2025 ("Effective Date"), and extend for a period of twenty-four (24) months after the Effective Date ("Term"). The State shall have no obligation for goods or services provided by the Contractor prior to the Effective Date.

C. PAYMENT TERMS AND CONDITIONS:

C.1. Maximum Liability. In no event shall the maximum liability of the State under this Contract exceed Nineteen Thousand Six Hundred Dollars and Zero Cents (\$19,600.00). The payment rates in section C.3 shall constitute the entire compensation due the Contractor for all service and Contractor obligations hereunder regardless of the difficulty, materials or equipment required. The payment rates include, but are not limited to, all applicable taxes, fees, overheads, and all other direct and indirect costs incurred or to be incurred by the Contractor.

The Contractor is not entitled to be paid the maximum liability for any period under the Contract or any extensions of the Contract for work not requested by the State. The maximum liability represents available funds for payment to the Contractor and does not guarantee payment of any such funds to the Contractor under this Contract unless the State requests work and the Contractor performs said work. In which case, the Contractor shall be paid in accordance with the payment rates detailed in section C.3. The State is under no obligation to request work from the Contractor in any specific dollar amounts or to request any work at all from the Contractor during any period of this Contract.

C.2. Compensation Firm. The payment rates and the maximum liability of the State under this Contract are firm for the duration of the Contract and are not subject to escalation for any reason unless amended.

C.3. Payment Methodology. The Contractor shall be compensated based on the payment rates herein for units of service authorized by the State in a total amount not to exceed the Contract Maximum Liability established in section C.1.

- a. The Contractor’s compensation shall be contingent upon the satisfactory completion of units, milestones, or increments of service defined in section A.
- b. The Contractor shall be compensated for said units, milestones, or increments of service based upon the following payment rates:

Service Description	Amount (per compensable increment)
"Exhibit A" titled "Guidelines Covering Maintenance of State Highways through Municipalities"	See Exhibit A

C.4. Travel Compensation. The Contractor shall not be compensated or reimbursed for travel, meals, or lodging.

C.5. Invoice Requirements. The Contractor shall invoice the State only for completed increments of service and for the amount stipulated in section C.3, above, and present said invoices no more often than monthly, with all necessary supporting documentation, to:

Stephen Delashmitt
Administrative Services Assistant
Tennessee Department of Transportation
7474 Volkswagen Drive, Bldg. H
Chattanooga, TN 37416

- a. Each invoice shall clearly and accurately detail all of the following required information (calculations must be extended and totaled correctly).
 - (1) Invoice Number (assigned by the Contractor)
 - (2) Invoice Date
 - (3) Contract Number (assigned by the State)

- (4) Customer Account Name: Tennessee Department of Transportation
- (5) Customer Account Number (assigned by the Contractor to the above-referenced Customer)
- (6) Contractor Name
- (7) Contractor Tennessee Edison Registration ID Number Referenced in Preamble of this Contract
- (8) Contractor Contact for Invoice Questions (name, phone, and/or fax)
- (9) Contractor Remittance Address
- (10) Description of Delivered Service
- (11) Complete Itemization of Charges, which shall detail the following:

- i. Service or Milestone Description (including name & title as applicable) of each service invoiced
- ii. Number of Completed Units, Increments, Hours, or Days as applicable, of each service invoiced
- iii. Applicable Payment Rate (as stipulated in Section C.3.) of each service invoiced
- iv. Amount Due by Service
- v. Total Amount Due for the invoice period

b. The Contractor understands and agrees that an invoice under this Contract shall:

- (1) include only charges for service described in Contract Section A and in accordance with payment terms and conditions set forth in Contract Section C;
- (2) only be submitted for completed service and shall not include any charge for future work;
- (3) not include sales tax or shipping charges; and
- (4) initiate the timeframe for payment (and any discounts) only when the State is in receipt of the invoice, and the invoice meets the minimum requirements of this section C.5.

C.6. Payment of Invoice. A payment by the State shall not prejudice the State's right to object to or question any payment, invoice, or matter in relation thereto. A payment by the State shall not be construed as acceptance of any part of the work or service provided or as approval of any amount invoiced.

C.7. Invoice Reductions. The Contractor's invoice shall be subject to reduction for amounts included in any invoice or payment theretofore made which are determined by the State, on the basis of audits conducted in accordance with the terms of this Contract, not to constitute proper remuneration for compensable services.

C.8. Deductions. The State reserves the right to deduct from amounts, which are or shall become due and payable to the Contractor under this or any contract between the Contractor and the State of Tennessee any amounts, which are or shall become due and payable to the State of Tennessee by the Contractor.

C.9. Prerequisite Documentation. The Contractor shall not invoice the State under this Contract until the State has received the following documentation properly completed.

- a. The Contractor shall complete, sign, and present to the State the "Authorization Agreement for Automatic Deposit Form" provided by the State. By doing so, the Contractor acknowledges and agrees that, once this form is received by the State, payments to the Contractor, under this or any other contract the Contractor has with the State of Tennessee, may be made by ACH; and
- b. The Contractor shall complete, sign, and return to the State the State-provided W-9 form. The taxpayer identification number on the W-9 form must be the same as the Contractor's Federal Employer Identification Number or Social Security Number referenced in the Contractor's Edison registration information.

D. STANDARD TERMS AND CONDITIONS:

- D.1. Required Approvals. The State is not bound by this Contract until it is signed by the contract parties and approved by appropriate officials in accordance with applicable Tennessee laws and regulations (depending upon the specifics of this contract, said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.2. Modification and Amendment. This Contract may be modified only by a written amendment signed by all parties hereto and approved by both the officials who approved the base contract and, depending upon the specifics of the contract as amended, any additional officials required by Tennessee laws and regulations (said officials may include, but are not limited to, the Commissioner of Finance and Administration, the Commissioner of Human Resources, and the Comptroller of the Treasury).
- D.3. Termination for Convenience. The State may terminate this Contract without cause for any reason. Said termination shall not be deemed a breach of contract by the State. The State shall give the Contractor at least thirty (30) days written notice before the effective termination date. The Contractor shall be entitled to compensation for satisfactory, authorized service completed as of the termination date, but in no event shall the State be liable to the Contractor for compensation for any service which has not been rendered. Upon such termination, the Contractor shall have no right to any actual general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- D.4. Termination for Cause. If the Contractor fails to properly perform its obligations under this Contract in a timely or proper manner, or if the Contractor violates any terms of this Contract, the State shall have the right to immediately terminate the Contract and withhold payments in excess of fair compensation for completed services. Notwithstanding the above, the Contractor shall not be relieved of liability to the State for damages sustained by virtue of any breach of this Contract by the Contractor.
- D.5. Subcontracting. The Contractor shall not assign this Contract or enter into a subcontract for any of the services performed under this Contract without obtaining the prior written approval of the State. If such subcontracts are approved by the State, each shall contain, at a minimum, sections of this Contract below pertaining to "Conflicts of Interest," "Nondiscrimination," and "Records" (as identified by the section headings). Notwithstanding any use of approved subcontractors, the Contractor shall be the prime contractor and shall be responsible for all work performed.
- D.6. Conflicts of Interest. The Contractor warrants that no part of the total Contract Amount shall be paid directly or indirectly to an employee or official of the State of Tennessee as wages, compensation, or gifts in exchange for acting as an officer, agent, employee, subcontractor, or consultant to the Contractor in connection with any work contemplated or performed relative to this Contract.
- D.7. Nondiscrimination. The Contractor hereby agrees, warrants, and assures that no person shall be excluded from participation in, be denied benefits of, or be otherwise subjected to discrimination in the performance of this Contract or in the employment practices of the Contractor on the grounds of handicap or disability, age, race, color, religion, sex, national origin, or any other classification protected by Federal, Tennessee State constitutional, or statutory law. The Contractor shall, upon request, show proof of such nondiscrimination and shall post in conspicuous places, available to all employees and applicants, notices of nondiscrimination.
- D.8. Records. The Contractor shall maintain documentation for all charges under this Contract. The books, records, and documents of the Contractor, insofar as they relate to work performed or money received under this Contract, shall be maintained for a period of three (3) full years from the date of the final payment and shall be subject to audit at any reasonable time and upon reasonable notice by the State, the Comptroller of the Treasury, or their duly appointed

representatives. The financial statements shall be prepared in accordance with generally accepted accounting principles.

- D.9. Prevailing Wage Rates. All contracts for construction, erection, or demolition or to install goods or materials that involve the expenditure of any funds derived from the State require compliance with the prevailing wage laws as provided in *Tennessee Code Annotated*, Section 12-4-401 *et seq.*
- D.10. Monitoring. The Contractor's activities conducted and records maintained pursuant to this Contract shall be subject to monitoring and evaluation by the State, the Comptroller of the Treasury, or their duly appointed representatives.
- D.11. Progress Reports. The Contractor shall submit brief, periodic, progress reports to the State as requested.
- D.12. Strict Performance. Failure by any party to this Contract to insist in any one or more cases upon the strict performance of any of the terms, covenants, conditions, or provisions of this Contract shall not be construed as a waiver or relinquishment of any such term, covenant, condition, or provision. No term or condition of this Contract shall be held to be waived, modified, or deleted except by a written amendment signed by the parties hereto.
- D.13. Independent Contractor. The parties hereto, in the performance of this Contract, shall not act as employees, partners, joint venturers, or associates of one another. It is expressly acknowledged by the parties hereto that such parties are independent contracting entities and that nothing in this Contract shall be construed to create an employer/employee relationship or to allow either to exercise control or direction over the manner or method by which the other transacts its business affairs or provides its usual services. The employees or agents of one party shall not be deemed or construed to be the employees or agents of the other party for any purpose whatsoever.

The Contractor, being a Tennessee governmental entity, is governed by the provisions of the Tennessee Government Tort Liability Act, *Tennessee Code Annotated*, Sections 29-20-101 *et seq.*, for causes of action sounding in tort. Further, no contract provision requiring a Tennessee political entity to indemnify or hold harmless the State beyond the liability imposed by law is enforceable because it appropriates public money and nullifies governmental immunity without the authorization of the General Assembly.

- D.14. State Liability. The State shall have no liability except as specifically provided in this Contract.
- D.15. Force Majeure. The obligations of the parties to this Contract are subject to prevention by causes beyond the parties' control that could not be avoided by the exercise of due care including, but not limited to, natural disasters, riots, wars, epidemics, or any other similar cause.
- D.16. State and Federal Compliance. The Contractor shall comply with all applicable State and Federal laws and regulations in the performance of this Contract.
- D.17. Governing Law. This Contract shall be governed by and construed in accordance with the laws of the State of Tennessee. The Contractor agrees that it will be subject to the exclusive jurisdiction of the courts of the State of Tennessee in actions that may arise under this Contract. The Contractor acknowledges and agrees that any rights or claims against the State of Tennessee or its employees hereunder, and any remedies arising therefrom, shall be subject to and limited to those rights and remedies, if any, available under *Tennessee Code Annotated*, Sections 9-8-101 through 9-8-407.
- D.18. Completeness. This Contract is complete and contains the entire understanding between the parties relating to the subject matter contained herein, including all the terms and conditions of the parties' agreement. This Contract supersedes any and all prior understandings, representations, negotiations, and agreements between the parties relating hereto, whether written or oral.

- D.19. Severability. If any terms and conditions of this Contract are held to be invalid or unenforceable as a matter of law, the other terms and conditions hereof shall not be affected thereby and shall remain in full force and effect. To this end, the terms and conditions of this Contract are declared severable.
- D.20. Headings. Section headings of this Contract are for reference purposes only and shall not be construed as part of this Contract.

E. SPECIAL TERMS AND CONDITIONS:

- E.1. Conflicting Terms and Conditions. Should any of these special terms and conditions conflict with any other terms and conditions of this Contract, these special terms and conditions shall control.
- E.2. Communications and Contacts. All instructions, notices, consents, demands, or other communications required or contemplated by this Contract shall be in writing and shall be made by certified, first class mail, return receipt requested and postage prepaid, by overnight courier service with an asset tracking system, or by EMAIL or facsimile transmission with recipient confirmation. Any such communications, regardless of method of transmission, shall be addressed to the respective party at the appropriate mailing address, facsimile number, or EMAIL address as set forth below or to that of such other party or address, as may be hereafter specified by written notice.

The State:

Abbas Shahid
Tennessee Department of Transportation
7474 Volkswagen Drive, Bldg. H
Chattanooga, TN 37416
Abbas.Shahid@tn.gov
Telephone # (423)305-3990
FAX # (423)510-1155

The Contractor:

Jennifer Deitrick, City Clerk
City of East Ridge
1517 Tombras Avenue
East Ridge, TN 37412
jdeitrick@eastridgetn.gov
Telephone # (423)867-7711
FAX # (423)867-7340

All instructions, notices, consents, demands, or other communications shall be considered effectively given upon receipt or recipient confirmation as may be required.

- E.3. Subject to Funds Availability. The Contract is subject to the appropriation and availability of State and/or Federal funds. In the event that the funds are not appropriated or are otherwise unavailable, the State reserves the right to terminate the Contract upon written notice to the Contractor. Said termination shall not be deemed a breach of Contract by the State. Upon receipt of the written notice, the Contractor shall cease all work associated with the Contract. Should such an event occur, the Contractor shall be entitled to compensation for all satisfactory and authorized services completed as of the termination date. Upon such termination, the Contractor shall have no right to recover from the State any actual, general, special, incidental, consequential, or any other damages whatsoever of any description or amount.
- E.4. MUTCD. In accordance with Tenn. Code Ann. 54-5-108, the Contractor shall conform to and act in accordance with the current edition of the Manual on Uniform Traffic Control Devices (MUTCD) as adopted by rules of the State. Particularly, the Contractor shall sign work-zones associated with this Contract in accordance with the aforesaid MUTCD.

E. 5. Maintenance. Nothing contained in this Contract shall change the maintenance obligations governed by the laws of the State of Tennessee, it being the intent of this Contract not to enlarge the present maintenance obligations of the State.

IN WITNESS WHEREOF,

CITY OF EAST RIDGE:

CONTRACTOR SIGNATURE

DATE

PRINTED NAME AND TITLE OF CONTRACTOR SIGNATORY (above)

APPROVED AS TO FORM AND LEGALITY

CONTRACTOR ATTORNEY SIGNATURE

DATE

PRINTED NAME AND TITLE OF CONTRACTOR ATTORNEY SIGNATORY (above)

STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION:

HOWARD H. ELEY, COMMISSIONER

DATE

APPROVED AS TO FORM AND LEGALITY

LESLIE SOUTH, GENERAL COUNSEL

DATE

“EXHIBIT A”
GUIDELINES COVERING MAINTENANCE
OF STATE HIGHWAYS THROUGH MUNICIPALITIES

The following items where applicable are eligible for reimbursement by the State to the Contractor under the Special Maintenance Agreement:

Activity	Maintenance Work Type	Unit Of Measure
435	Machine Mowing**	Acres

** Work must be inside the area eligible for reimbursements as detailed in "CITY MAINTENANCE ROADWAY TYPICAL SECTIONS".

Machine Mowing work shall consist of cutting or trimming vegetation primarily consisting of, but not limited to, grasses and invasive weeds on State rights-of-way as detailed below to provide a consistent and aesthetically pleasing standing vegetation height as directed by the State.

Litter Removal Work shall consist of removal of litter from the entire highway rights-of-way where accessible (fence to fence where applicable), including shoulders and excluding the travel lanes on interstate and state routes as detailed below.

Mechanical Sweeping and Street Flushing work shall consist of removing dirt and debris accumulated on the roadway along curbs, gutters, median barriers, bridge curbs and gore areas, and ramps at interchanges by mechanical sweeping or other approved means, as detailed below.

INVENTORY OF ELIGIBLE MACHINE MOWING FOR THE MAINTENANCE
OF STATE HIGHWAYS THROUGH MUNICIPALITIES

The following Table itemizes the eligible **mowing area in acres to be maintained in a 12-Month period**. For a 24-Month contract, the following quantities will be doubled. All eligible mowing areas shall be maintained by the Contractor under the terms of this contract. The State agrees to reimburse said Contractor in the amount actually expended for machine mowing, not to exceed the number of cycles and the price per acre as detailed below.

			Approved Mowing Reimbursement Per Acre:	\$ 50.00				
			Calculated Maximum Annual Reimbursement (Mowing):	\$ 9,800.00				
			Total Maximum Reimbursement (Mowing):	\$ 19,600.00				
Mowing Inventory Worksheet								
Route Number	Roadway Type	Begin Termini (LM)	End Termini(LM)	Median Area (acres)	Controlled Access Area (acres)	Segment Total Area (acres)	Number of Mowing Cycles	Contract Segment Total Area (acres)
I0075	2B	0	0.09		3.3	3.3	6	19.8
I0075	2B	0.09	0.48		14.2	14.2	6	85.2
I0075	2B	0.48	0.58		3.6	3.6	6	21.6
I0075	2B	0.58	0.71		4.7	4.7	6	28.2
SR008	1D	0.723	0.73		0.1	0.1	6	0.6
SR008	1G	0.73	0.92	0.6	2.5	3.1	6	18.6
SR008	1G	0.92	1	0.3	1.1	1.4	6	8.4
SR008	1G	1	1.13	0.4	1.7	2.1	6	12.6
SR008	1D	1.13	1.138		0.1	0.1	6	0.6
							Total Contract Area (acres):	196

CITY MAINTENANCE ROADWAY TYPICAL SECTIONS

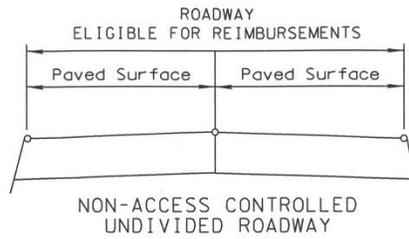


FIGURE 1A

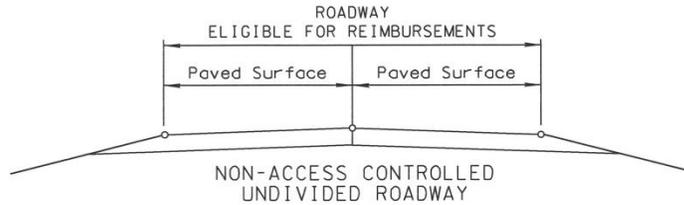


FIGURE 1B

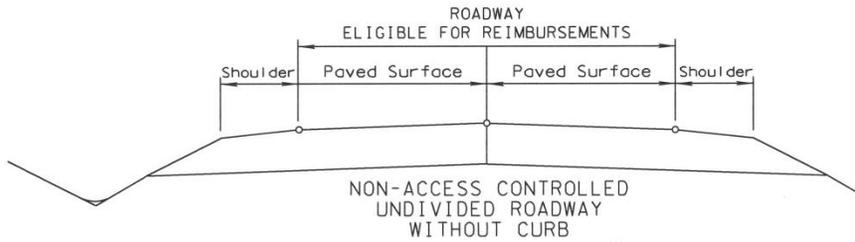


FIGURE 1C

NOTE: IN FIGURES 1A, 1B, AND 1C FOR NON-CONTROLLED ROUTES THE PAVED SURFACE WILL INCLUDE PAVED SHOULDERS.

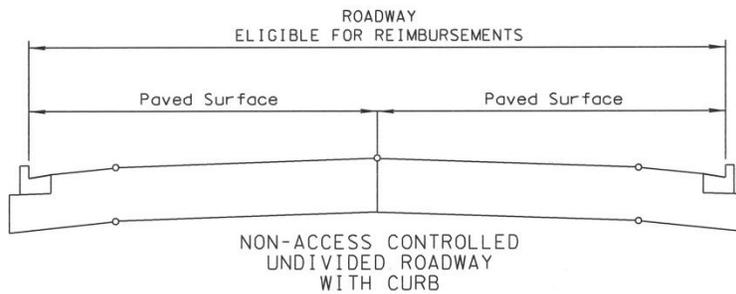


FIGURE 1D

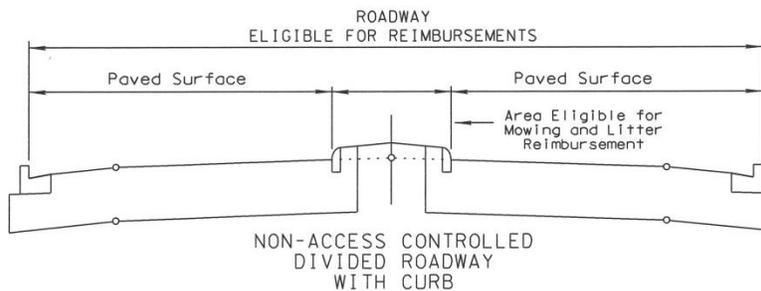


FIGURE 1E

CITY MAINTENANCE
ROADWAY TYPICAL SECTIONS

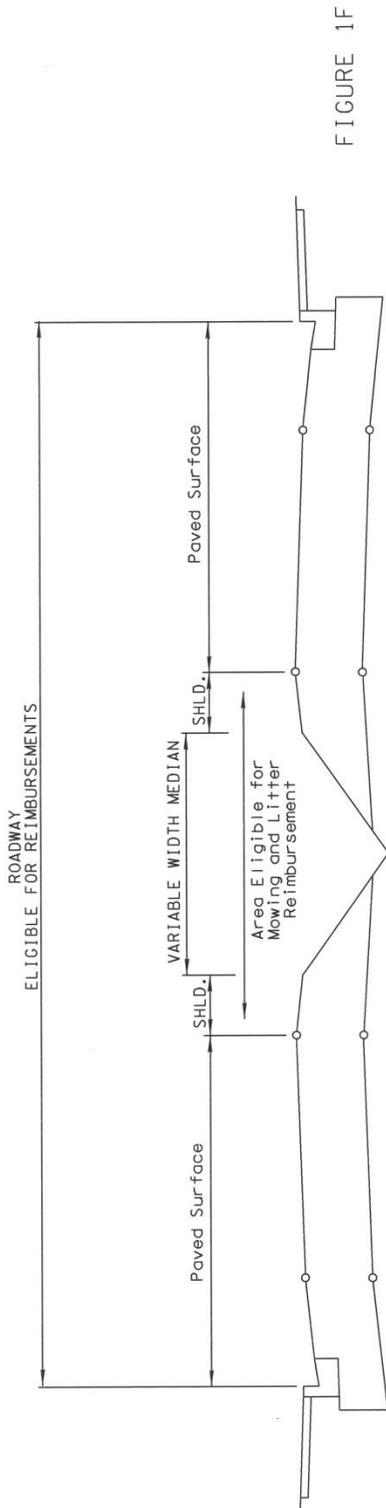


FIGURE 1F

NON-ACCESS CONTROLLED
DIVIDED ROADWAY WITH CURB

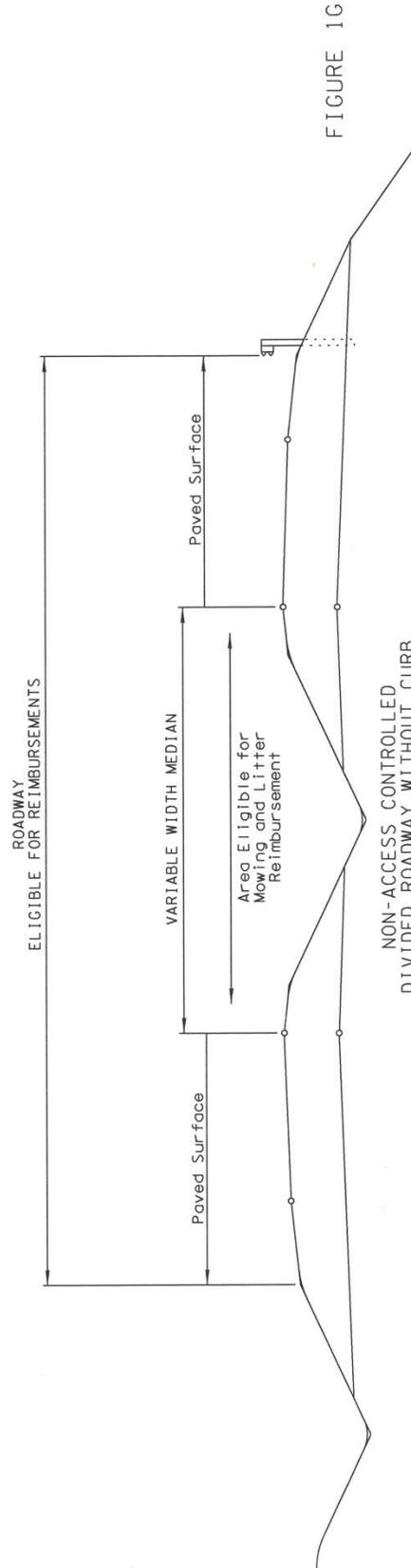


FIGURE 1G

NON-ACCESS CONTROLLED
DIVIDED ROADWAY WITHOUT CURB

NOTE:
IF FIGURES 1F AND 1G FOR NON-ACCESS CONTROLLED ROUTES
THE PAVED SURFACE WILL INCLUDE PAVED SHOULDERS.

CITY MAINTENANCE
ROADWAY TYPICAL SECTIONS

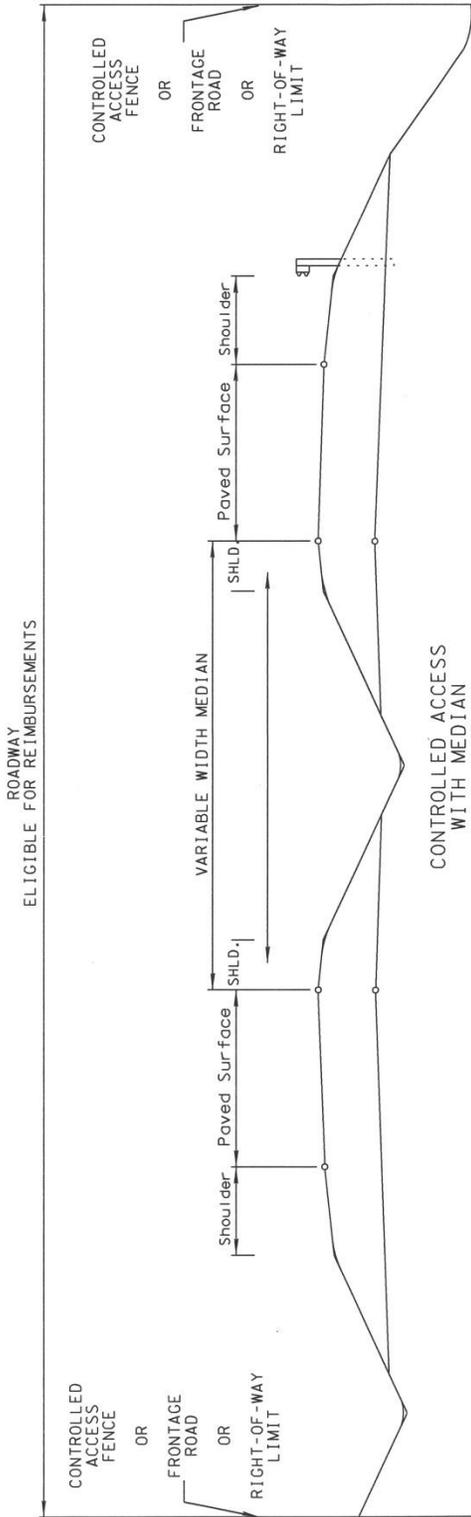


FIGURE 2A

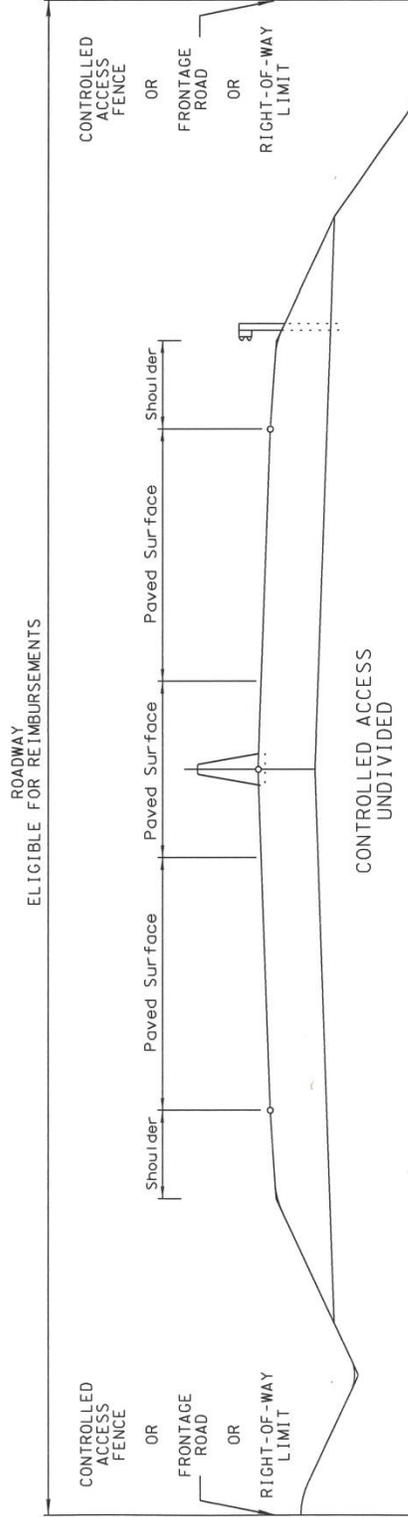


FIGURE 2B

RESOLUTION NO. 3684

AGENDA MEMORANDUM
EAST RIDGE NEEDY CHILD FUND TOY/CAR SHOW

May 8th, 2025

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

SUBJECT: Request to Waive Rental Fees for Annual Toy and Car Show

The East Ridge Needy Child Fund, a 501(c)(3) non-profit organization, has requested the use of Camp Jordan Arena from 7 AM to 10 PM on August 9, 2025, to host their Annual Toy and Car Show. Gail Phillips, a representative of the East Ridge Needy Child Fund, is asking the city to waive the \$1,300.00 rental fees for the day.

In previous events, they have raised approximately \$5,000.00, with all proceeds benefiting the East Ridge Needy Child Fund. The club's mission is to sponsor and support needy children and families within the City of East Ridge. They have met all requirements of the Facility Waiver Policy established in 2023, and all necessary paperwork is on file with the City Recorder.

Staff recommends waiving the facility fees to support this event.

SS

RESOLUTION NO. 3684

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ALLOWING THE EAST RIDGE NEEDY CHILD FUND TO USE CAMP JORDAN ARENA AND WAIVE THE FEES FOR SUCH USAGE

WHEREAS, The East Ridge Needy Child Fund, a 501 (c)(3) non-profit organization, has requested the use of Camp Jordan Arena from 7 AM to 10 PM on August 9, 2025 to host their Annual Toy and Car Show; and

WHEREAS, The East Ridge Needy Child Fund is asking the City of East Ridge to waive the fees for use of Camp Jordan Arena; and

WHEREAS, The East Ridge Needy Child Fund has met all the requirements of the Facility Waiver Policy established in 2023.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that East Ridge Needy Child Fund will be allowed to use Camp Jordan Arena from 7 AM to 10 PM on August 9, 2025 to host their Annual Toy and Car Show and the fees for such usage will be waived.

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 _____ 2025.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



City of East Ridge

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

gail

Parks and Recreation

Shawwna Skiles

Facility Fee Waiver Policy

Facility fees charged for the use of City facilities may be waived by the City of East Ridge, in certain limited cases. Any applicant requesting such a waiver must submit the appropriate documents demonstrating that the applicant or intended use fall within the following categories:

- I. Intergovernmental Cooperation;
- II. Department Sponsored Program;
- III. Non-Profit Organization (*must provide a legitimate service and/or benefit to the East Ridge Community*).
- IV. IV. Financial Hardship

Any applicant requesting consideration of its waiver must perform the following:

1. Submit a letter to the Parks & Recreation Director on the applicant's letterhead requesting a specific location, date and time for each facility fee waiver. The letter must be signed by an authorized representative of the applicant.
2. Complete a Facility Reservation Permit Application.
3. Submit a copy of the applicant's 501(c)(3) or (c)(4) non-profit organization documents or any other documents as may be required to show the applicant's organizational paperwork.
4. Submit a copy of the applicant's mission statement.
5. Submit a copy of the applicant's appropriate insurance naming the City of East Ridge as an additional insured.
6. Submit a copy of the applicant's previous 12-mo. financial statements showing revenues and expenses.
7. Submit a copy of any other documents as may be required by the Parks & Recreation director and/or his/her designee.

The City of East Ridge may waive fees for Intergovernmental cooperation for special events or temporary uses when the applicant is another government agency and the use is related to the performance of its normal functions and is a benefit to residents of the City of East Ridge. Fee waiver requests for the ongoing use of City facilities by other governmental agencies will be sent to the Parks & Recreation Director for consideration and then to the City Manager for final approval.

FACILITY RENTAL FEE WAIVER REQUEST FORM

Organization Name: EAST RIDGE NEEDY CHILD FUND

Contact Name: Email: gaphillips1@comcast.net - GAIL Phillips

Address: 1312 Spring Creek Road, ER 37412 - SUITE 104

of Type of Organization: 501(c)(3) 501(c)(4), Governmental Agency, Other

If "Other" Please Specify: _____

Date(s) of event: Facility(s) requested: August 9, 2025 - Camp JORDAN Arena

Name and Purpose of Event: _____

Toy Show / Cruise - IN

- To provide opportunity for vendors, car show enthusiasts to enjoy a day of fun @ Camp JORDAN. The Toy Show vendors bring a variety of toys for young & old.

- The car show enthusiasts have the opportunity to show off their vehicles and admire other

Describe Frequency of Event:

Ann. All the money raised will be benefit the East Ridge Needy Child Fund.

I have read the Facility Rental Fee Waiver policy. I am applying for a fee waiver based on the understanding and belief that my organization qualifies based on criteria identified in the Facility Fee Waiver Policy.

If approved this waiver will be valid unless there is a break in services greater than three consecutive years.

Signature: Gail Phillips

Date: 5/01/25

Printed Name: GAIL Phillips

Title: President



East Ridge Needy Child Fund

May 1, 2025

City of East Ridge
1517 Tombras Ave.
East Ridge, TN 37412

Dear Shawwna Skiles,

We would like to request the use of Camp Jordan Arena for Saturday, August 9, 2025 for a Toy Show and Car Show.

The East Ridge Needy Child Fund will be the benefactor of this event. Our mission: To ensure every child in East Ridge is not forgotten, especially at Christmas Time.

Our Goal: To provide as needed, clothing, shoes, a warm winter coat, school supplies, toys and food for the neediest of our youngest citizens and their families.

Sincerely yours,

Gail Phillips, President
East Ridge Needy Child Fund

The East Ridge Needy Child Fund is a 501(c)(3) organization. Your contribution is tax deductible to the extent allowed by law. No goods or services were provided in exchange for your donation.



STATE OF TENNESSEE
DEPARTMENT OF REVENUE

EIN: 82-1893459

EAST RIDGE NEEDY CHILD FUND
1517 TOMBRAS AVE
EAST RIDGE TN 37412-2767

Effective Date: July 1, 2023
Expiration Date: June 30, 2027
Account No: 1000455629-SLC
Exemption No: 1687351552
Facility Address:
EAST RIDGE NEEDY CHILD FUND
1501 TOMBRAS AVE
EAST RIDGE TN 37412-2719

**Exempt Organizations or Institutions
Sales and Use Tax Certificate of Exemption**

This organization or institution qualifies for the authority to make sales and use tax exempt purchases of goods and services that it will use, consume or give away.

This authorization for exemption is limited to sales made directly to the referenced organization. This exemption certificate may not be used for sales made to individuals paying with personal checks or personal debit or credit cards, even if the individual is a representative or employee of the organization, and he or she will be reimbursed for the purchase. Sellers must refuse to accept the certificate when the sale is made to someone other than the organization.

This exemption certificate may not be used to make purchases without the payment of sales and use tax for other locations and may not be transferred to or used by any other person.

Ensure this lower portion is properly completed and signed before presenting to a vendor.

Seller's Name

Seller's Address (City & State)

I, _____ as an authorized representative of the taxpayer named above, affirm that the purchases qualify for the exemption and will be used at the location of the facility address referenced above. Under penalty of perjury, I affirm this to be a true and correct statement.

Print Name of Authorized Representative

Signature of Authorized Representative

Date

The supplier must maintain a copy of this document as evidence of the sales tax exemption.

Dear Valued Policyholder,

Slips, trips and falls are among the most frequent causes of loss. What might surprise you is that, many times, they result in claims and judgments in the hundreds of thousands of dollars, which ultimately impact your insurance premium. In most instances, these claims can be lessened or prevented entirely simply by addressing the most common causes of such losses listed below.

Most Common Causes

Spills, wet or icy walking surfaces

Uneven or worn floors/carpets/steps/sidewalks

Inadequate or poorly maintained lighting

Obstructed views

Poor housekeeping - Excess clutter/trash in walkways or near open flames or hot surfaces

We encourage you to please take the time to periodically inspect your premises to see if any of these conditions exist and work to eliminate them where possible. Your efforts may save you money on future insurance premiums and, quite possibly, save your business.

Thank you for choosing and trusting us to help protect your business!

"An ounce of prevention is worth a pound of cure."

-Benjamin Franklin

Regards,

A handwritten signature in black ink that reads "Thomas P. Nerney". The signature is fluid and cursive, with a large, sweeping flourish at the end of the name.

Thomas P. Nerney
Chairman, President and CEO

ORDINANCE NO. _____

AGENDA MEMORANDUM

REZONE

Date: May 22nd, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On April 14, 2025, Camille Stone from Source Stone Management submitted a petition to the East Ridge Planning Commission to rezone the property located at 1512 John Ross Road (Tax Map ID# 168K-N-037) from R-1 Residential District to R-2 Duplex District. The purpose of this rezoning request was to utilize the structure as a short-term vacation rental.

The East Ridge Planning Commission denied the request to rezone.



CASE NUMBER: 2025-0048	Date Submitted: 2/7/2025
-------------------------------	---------------------------------

Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed

1 Applicant Request

Rezone From: R-1	Rezone To: R-2	Total acres in request area: 0.88
------------------	----------------	-----------------------------------

2 Applicant Requested Conditions Yes: No:

3 Proposed Conditions – Attach a separate page if conditions won't fit in this box

N/A

4 Property Information

Property Address: 1512 John Ross Rd	Property Tax Map Number: 168K-N-037
-------------------------------------	-------------------------------------

5 Proposed Development

Reason for request/Project description:	Owner Occupied Short Term Vacation Rental (STVR)
---	--

6 Site Characteristics

Current Use:	Single Family Residential
Adjacent Uses:	Residential

7 Applicant Information

Name: Camille Stone with Stone Source Management
 Address (street, city, state, zip): 6574 E Brainerd Rd, Apt 1804, Chattanooga, TN 37421
 Phone: 423-260-1916 Email: empower@camillestone.org
 Primary Contact (if different than applicant information):
 Address (street, city, state, zip):
 Phone: Email:

← If the Applicants Information is the same as the Property Owners, please check the box to the left.

8 Property Owner Information *Only fill out this section if applicant is **not** the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.*

Name: Richard Altman
 Address (street, city, state, zip): 1512 John Ross Rd, Chattanooga, TN 37412
 Phone: 423-260-2388 Email: twenty15designs@gmail.com

9 Applicant Signature and Consent

By signing below, I verify that am the property owner, or have been authorized to act as an agent on behalf of the applicant or owner. I have read and understand the information provided in the RPA Application Policy, and agree to adhere to the policies of the RPA and responsibilities of the applicant as outlined.

Signature: See Submitted Application Date: _____

Office Use Only:

Checklist					
x	Application	x	Site Plan	x	Ownership Authorization
x	Property Cards	x	Deeds	x	Plats
x	Application Fee: \$150	x	Cash	x	Credit
x	Notice signs	Number of notice signs: 2			
Municipality: East Ridge		Planning District: 6		Neighborhood: None	
County Commission District: 8			City Council District: 0		
PC meeting date: East Ridge			Application processed by: Jennifer Ware		
Staff Recommendation :		PC Action/Date:		Legislative Action/Date/Ordinance:	

**Chattanooga-Hamilton County Regional Planning Agency
PLANNING COMMISSION STAFF REPORT**

CASE NUMBER: 2025-0048

APPLICANT: Camille Stone, Source Management

PROPERTY OWNER: Richard Altman

PROPERTY ADDRESS: 1512 John Ross Road

TAX MAP PARCEL ID: 168K-N-037

JURISDICTION: East Ridge

SIZE OF PROPERTY: 0.88 acres

REQUEST: Rezone from R-1 Residential District to R-2 Residential Duplex District for an owner-occupied short-term vacation rental.

PROPERTY DESCRIPTION

EXISTING LAND USE

Single-Unit Detached Residential

SURROUNDING LAND USES

North: Single-Unit Detached Residential & Multi-Unit Residential

East: Single-Unit Detached Residential

South: Single-Unit Detached Residential & Vacant Land

West: Single-Unit Detached Residential

ACCESS

John Ross Road

TRANSPORTATION

John Ross Road is an Urban Minor Arterial.

PROPOSED RESIDENTIAL DENSITY
1.13 du/ac

ADJACENT RESIDENTIAL DENSITY
~2.5 du/ac

NATURAL RESOURCES

N/A

ZONING

ZONING HISTORY

- There is no recent zoning history for the site.
- Property to the west of the site on Shirl Jo Lane is zoned R-2 Residential Duplex District.

ZONE DISTRICT COMPATIBILITY

USE

Single-Unit Detached Residential

Two-Unit Residential

Short Term Vacation Rental

Institutional

DEVELOPMENT STANDARDS

Lot Size

Lot Frontage

Setbacks

Building Height

CURRENT R-1 DISTRICT

CURRENT R-1 DISTRICT

10,000 sf

75'

Front: 25'

Side: 25' for corner lot along R-O-W & 10' for interior

Rear: 25'

2.5 stories or 35'

PROPOSED R-2 DISTRICT

PROPOSED R-2 DISTRICT

10,000 sf

75'

Front: 25'

Side: 25' for corner lot along R-O-W & 10' for interior

Rear: 25':

2.5 stories or 35'

DISCUSSION OF STAFF RECOMMENDATION

Yes No See Comments

COMPATIBILITY WITH ADJACENT LAND USES

The site is surrounded by single-unit detached, two-unit residential, and multi-unit residential land uses.

Yes No See Comments

COMPATABILITY WITH DEVELOPMENT FORM

The applicant is proposing to use an existing single-unit detached dwelling for a short-term vacation rental. The development form of the area is residential. There are no proposed changes to the residential existing dwelling.

Yes

No

See Comments

CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT

The property is located in a residential area. The applicant is requesting an owner-occupied rental. The presence of the owner on the property should limit the potential nuisances to adjacent property.

I, Richard Altman,
want to rezone my
property, 1512 John Ross Rd,
from R1 to R2.

X Bill C. Brown

Feb 7, 2025



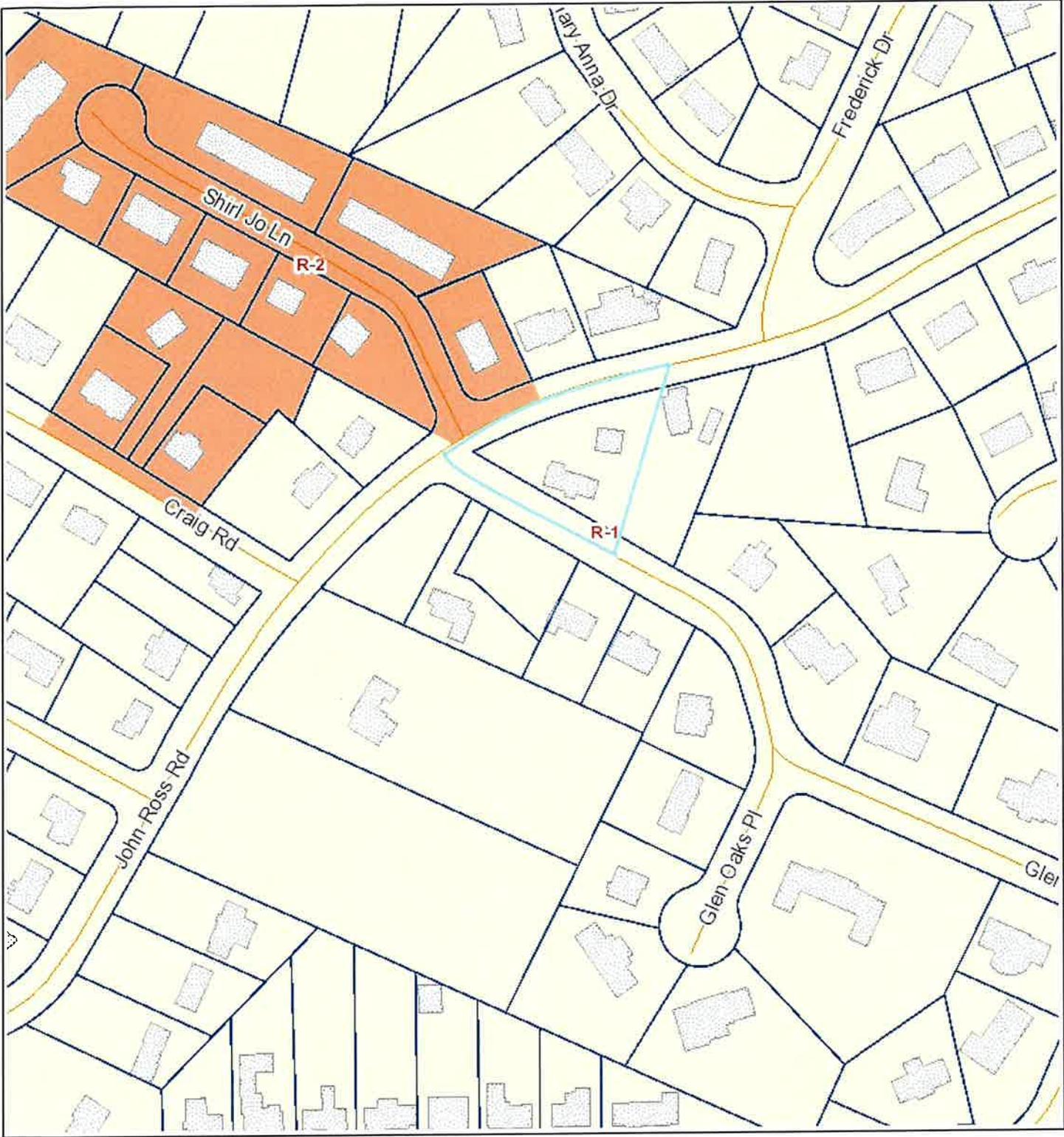
DISCLAIMER

Site plans submitted as part of rezoning application are for informational purposes only, with the exception of Planned Unit Development Plans. Approval of the rezoning does not grant the applicant all development rights prescribed in the zoning district. Approval of the rezoning does not approve the development layout indicated on the site plan for a required land disturbing permit, grading permit, building permit, or compliance with the requirements of the zoning regulations.

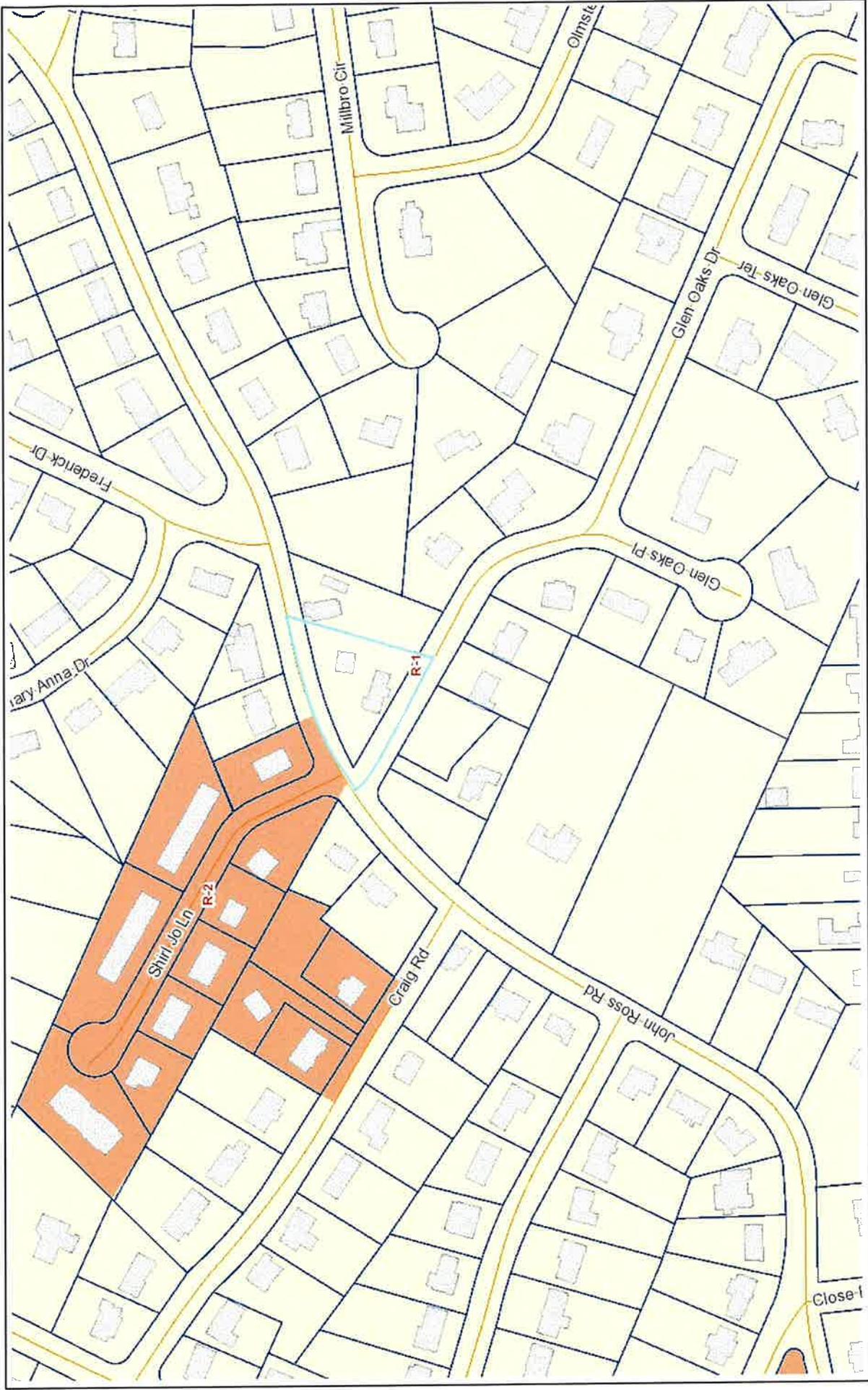
Subsequent permitting, preliminary site plan and plat review, and final plat review may limit the ability to construct allowable land uses as well as construct allowable land uses to the maximum intensity and/or density of the approved zoning district.

Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Ki

2025-0048 Rezoning from R-1 to R-2



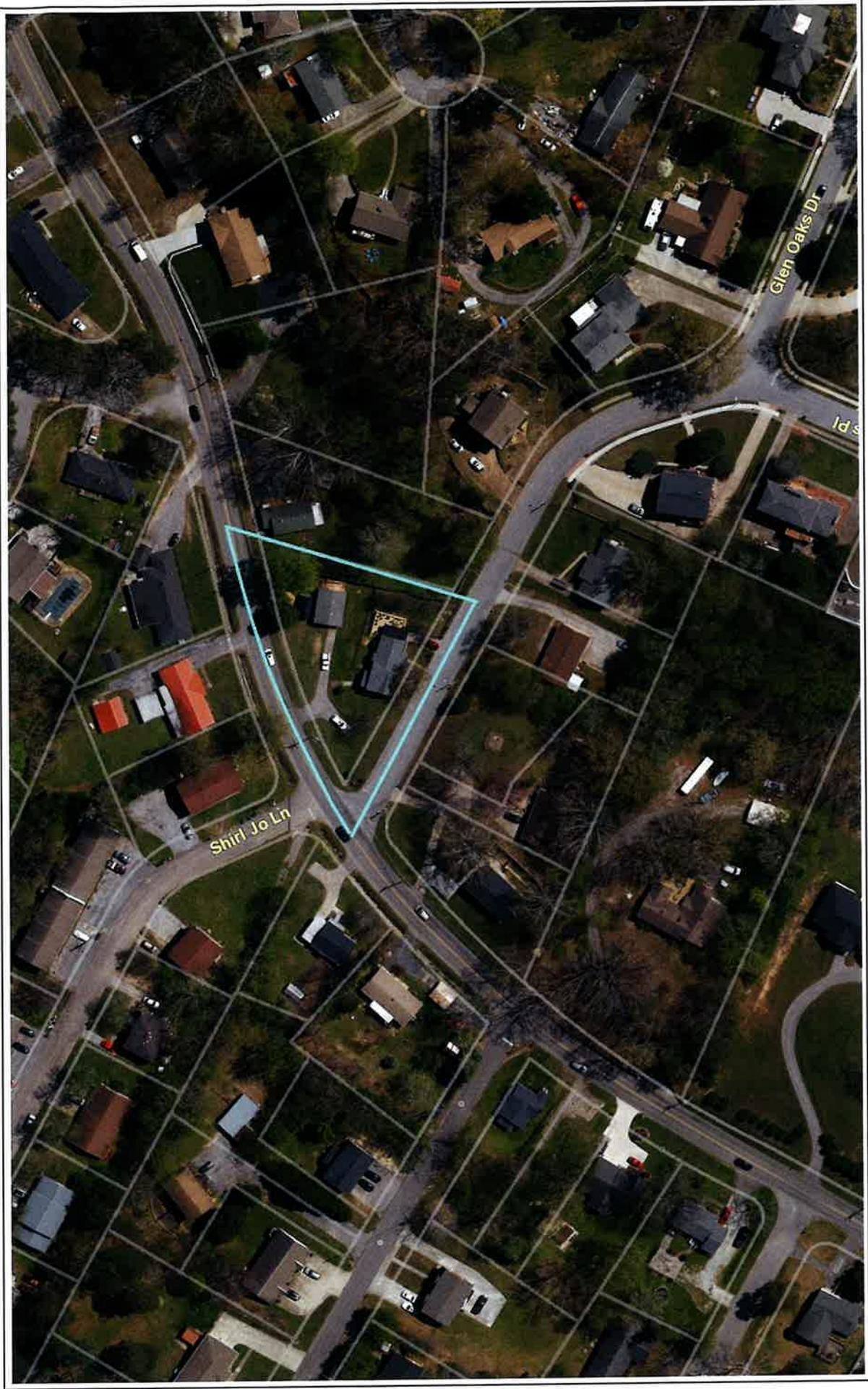
2025-0048 Rezoning from R-1 to R-2



2025-0048 Rezoning from R-1 to R-2



2025-0048 Rezoning from R-1 to R-2



ORDINANCE NO. _____

AGENDA MEMORANDUM

REZONE

Date: May 22nd, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On April 14, 2025, Camille Stone from Source Stone Management submitted a petition to the East Ridge Planning Commission to rezone the property located at 6510 Ringgold Road (Tax Map ID# 169L-M-017 and Tax Map ID#169L-M-017.01) from C-1 Tourism Commercial District to C-4 Planned Commerce Center District.

The East Ridge Planning Commission recommended approving the request to rezone with the following conditions:

1. A screened trash enclosure shall be installed in a location approved by the Building Official.
2. Off-street parking shall be re-stripped and upgraded to meet current parking requirements, including ADA-compliant spaces.
3. Separate and exclusive pedestrian entrances and exits for permanent residents shall be provided, other than those or in addition to those used for access to the principal commercial area, and provided that separate and exclusive parking areas for use by the permanent residents shall be perpetually maintained.
4. Perimeter landscaping shall be installed adjacent to residential use. Type B (20ft) landscaping buffer required to provide visual screening from the proposed residential apartments. Properties

zoned commercial and manufacturing to the east, if the landscaping buffer to the cannot be met, then a privacy fence 6 feet in height must be installed.

5. To break up expansive asphalt, no parking space can be more than sixty feet (60) from a tree.
6. Ends of all interior parking bays that contain ten (10) contiguous parking spaces shall be bordered on both sides by a landscaping island.
7. Ends of all perimeter parking bays shall be boarded by a landscaping peninsula.
8. Parking requirements for residential use are to follow the amended C-4 parking requirements within the Ringgold Road Corridor. One space
9. The building's exterior shall be rehabilitated with paint, design treatments consistent with the Architectural Design Requirements of the City of East Ridge and approved by the Review Committee before a building permit is issued.
10. There shall be no deviations from the design renderings provided to the Planning Commission/City Council for the proposed commercial buildings, except for interior square footage.
11. The applicant shall obtain all necessary permits and bring all structures into full compliance with current building, fire, electrical, plumbing, and mechanical codes.
12. A fire suppression system (sprinklers) and monitored fire alarm system shall be installed and approved by the Fire Marshal before occupancy.
13. Units and common areas shall comply with ADA standards for accessible design, including ADA-compliant A & B residential units.
14. On-Site Management Required: A full-time, on-site property manager shall be provided. Management contact information must be posted at the front entrance and provided to the city.
15. The applicant shall submit a security plan to the East Ridge Police Department for review and approval. The plan shall include:

- a. Surveillance cameras at all entrances/exits and in parking areas.
 - b. Controlled access entry systems if feasible.
 - c. Exterior security lighting
16. Lighting. All outdoor lighting shall be downcast and shielded to prevent glare or spillover onto adjacent properties.
17. The site shall not be used for hotels, motels, short-term rentals, or transitional housing purposes. All units shall be rented as permanent housing, three-month (3) rental minimum.
18. Each unit shall be limited to occupants based on the square footage as outlined in the adopted codes of the City of East Ridge, unless otherwise approved by the Building Official.
19. An eighteen-month moratorium will be placed on the operation of the motels. The front motel building will be demolished and replaced with commercial spaces. Simultaneously, work will begin by converting one of the motel buildings into apartments, while the second building will continue operating as a motel to generate income. Once the first motel conversion is completed, the second motel building will be converted within an eighteen-month (18) time limit.
20. Prior to occupancy, the building shall pass all final inspections and receive a certificate of occupancy from the City of East Ridge.

The property shall be subject to annual review by City staff for a period of two (2) years. Continued issues may result in enforcement action or revocation of occupancy approvals.



CASE NUMBER: 2025-0068		Date Submitted: 02/17/2025					
<i>Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed</i>							
1 Applicant Request							
Rezone From: C-1		Rezone To: C-4	Total acres in request area: 1.37				
2 Applicant Requested Conditions		Yes:	No: <input checked="" type="checkbox"/>				
3 Proposed Conditions – Attach a separate page if conditions won't fit in this box							
None							
4 Property Information							
Property Address: 6510 Ringgold Rd		Property Tax Map Number: 169L-M-017 & 017.01					
5 Proposed Development							
Reason for request/Project description:	Changing from hotel to retail space & apartment community						
6 Site Characteristics							
Current Use:	Hotel						
Adjacent Uses:	Residential/Commercial						
7 Applicant Information							
Name: Justin Cox							
Address (street, city, state, zip): 6510 Ringgold Rd, East Ridge, TN 37412							
Phone: 423-260-8899		Email: justin@signaturegrouppllc.us					
Primary Contact (if different than applicant information):							
Address (street, city, state, zip):							
Phone:		Email:					
<input checked="" type="checkbox"/>	← If the Applicants Information is the same as the Property Owners, please check the box to the left.						
8 Property Owner Information <i>Only fill out this section if applicant is not the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.</i>							
Name:							
Address (street, city, state, zip):							
Phone:		Email:					
9 Applicant Signature and Consent							
By signing below, I verify that am the property owner, or have been authorized to act as an agent on behalf of the applicant or owner. I have read and understand the information provided in the RPA Application Policy, and agree to adhere to the policies of the RPA and responsibilities of the applicant as outlined.							
Signature: See Submitted Application			Date:				
Office Use Only:							
Checklist							
<input checked="" type="checkbox"/>	Application	<input checked="" type="checkbox"/>	Site Plan	<input checked="" type="checkbox"/>	Ownership Authorization		
<input checked="" type="checkbox"/>	Property Cards	<input checked="" type="checkbox"/>	Deeds	<input checked="" type="checkbox"/>	Plats		
<input checked="" type="checkbox"/>	Application Fee: \$635	<input type="checkbox"/>	Cash	<input checked="" type="checkbox"/>	Credit	<input type="checkbox"/>	Check
<input checked="" type="checkbox"/>	Notice signs	Number of notice signs: 2					
Municipality: East Ridge		Planning District: 6		Neighborhood: None			
County Commission District: 8			City Council District: 0				
PC meeting date: April 14, 2025			Application processed by: Jennifer Ware				
Staff Recommendation:		PC Action/Date:		Legislative Action/Date/Ordinance:			

**Chattanooga-Hamilton County Regional Planning Agency
PLANNING COMMISSION STAFF REPORT**

CASE NUMBER: 2025-0068

APPLICANT: Justin Cox

PROPERTY OWNER: Justin Cox

PROPERTY ADDRESS: 6510 Ringgold Road

TAX MAP PARCEL ID: 169L-M-017 & 017.01

JURISDICTION: East Ridge

SIZE OF PROPERTY: 1.37 acres

REQUEST: Rezone from C-1 to C-4 to convert an existing hotel into a mixed-use development with retail and apartments.

PROPERTY DESCRIPTION

EXISTING LAND USE

Hotel

SURROUNDING LAND USES

North: Commercial
East: Commercial
South: Residential
West: Commercial

NATURAL RESOURCES

N/A

ZONING

ZONING HISTORY

- There is no recent zoning history for the site.
- Case 2019-0119, rezoned 1509 McDonald Rd from R-1 to C-2 District with conditions:
 1. The developer will construct a six-foot privacy fence or a privacy fence and berm equal to six feet and the height of the building will be restricted to two stories.
- Case 2022-0023 rezoned 1503 & 1509 McDonald Rd from C-1 and C-2 to M-3 with conditions:
 1. No outdoor storage of any materials, including boats, RV's, vehicles, trailers, etc. is permitted on the properties.
 2. The properties including all structures shall conform to and adhere to the City's architectural design standards.

**ZONE DISTRICT
COMPATIBILITY**

USE

Single-Family Residential
Multi-Family Residential
Commercial
Office
Institutional
Lodging

CURRENT C-1 DISTRICT

CURRENT C-4 DISTRICT

DEVELOPMENT STANDARDS

Lot Size
Setbacks

CURRENT C-1 DISTRICT

N/A
Front: 25'
Side: 10'
Rear: 25' against R-1, R2, R-3, R-55, RZ-1, or RT-1

CURRENT C-4 DISTRICT

N/A
Front: 25'
Side: 10' abutting residential zone
Rear: 25' abutting residential zone
No portion of any structure shall project through imaginary planes leaning inward from lot lines at an angle of 45 degrees, nor

Building Height

No building shall exceed in height the shortest distance from building to nearest boundary of a Residential district

necessitate an increase in established glide angles or raise elevations of established turning circles in relation to any airport, contingent upon FAA approval.

DISCUSSION OF STAFF RECOMMENDATION

- Yes No See Comments **COMPATIBILITY WITH ADJACENT LAND USES**
The surrounding land uses are a mix of residential, office, and commercial uses.
- Yes No See Comments **COMPATIBILITY WITH DEVELOPMENT FORM**
The surrounding development form is single-family dwellings to the south and commercial development to the east and west along Ringgold Rd.
- Yes No See Comments **CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT**
The proposed multi-family uses are similar to the existing hotel use so there are no nuisance concerns.

Rezoning Request Narrative

Subject Property: Stay Express, 6510 Ringgold Rd

Current Zoning: C-1

Requested Zoning: C-4

To the City of East Ridge Planning Commission and City Council,
We are requesting a rezoning of the property located at 6510 Ringgold Rd from C-1 (Commercial Use Only) to C-4 Zoning to support our plan of converting the existing hotel into a modern apartment community with integrated retail space. This transformation will allow for the responsible redevelopment of the site while addressing key housing and economic needs within East Ridge.

The Need for Mixed-Use Zoning

Under its current C-1 commercial designation, the property is restricted to transient lodging and other commercial uses that do not support long-term residential stability. However, our proposed development aims to create a more sustainable, community-driven space by introducing a mix of one-bedroom and efficiency apartments alongside retail spaces. This shift requires mixed-use zoning to legally accommodate both residential and commercial purposes on the property.

Benefits to the Neighborhood & City

✔ Stabilizing the Neighborhood with Vetted, Long-Term Residents

Currently, as a hotel, the property operates with a high turnover of transient guests, which can contribute to noise, instability, and potential safety concerns for the neighboring residential community. By transitioning to apartments, the property will attract long-term tenants who are invested in the community, fostering a safer and more connected environment.

✔ Reducing Traffic & Noise Concerns

Unlike a hotel, which sees constant vehicle movement at all hours, an apartment community will drastically reduce short-term traffic congestion. Residents will have predictable, daily routines, leading to less disruption in surrounding neighborhoods.

✔ Addressing Housing Demand in East Ridge

With Chattanooga's rapid growth, the demand for quality, affordable housing has increased. By providing modern, efficient living spaces, we help meet this demand while ensuring East Ridge continues to grow in a controlled, planned manner.

✔ Boosting the Local Economy with Retail Spaces & Tax Revenue

Unlike the current hotel model, which primarily benefits out-of-town visitors, a mixed-use development will serve local residents and businesses. The addition of retail space creates opportunities for small businesses, restaurants, and essential services, encouraging economic growth while increasing property tax and sales tax revenues for the city.

✔ Enhancing Property Values & Community Appeal

Converting the hotel into a professionally managed apartment community ensures that the property is well-maintained and purposefully integrated into the neighborhood. The improved appearance, security, and addition of retail amenities will have a positive impact on surrounding property values, benefiting both residents and the city as a whole.

The requested rezoning to C-4 is essential for the successful and sustainable redevelopment of this property. Our plan aligns with the city's long-term vision for responsible growth, economic vitality, and enhanced community living. By approving this request, the City of East Ridge has the opportunity to replace a transient-use property with a vibrant, thriving apartment community that benefits both residents and local businesses.

We appreciate your consideration and look forward to working together to bring a positive transformation to this property and the greater East Ridge community.

Sincerely,

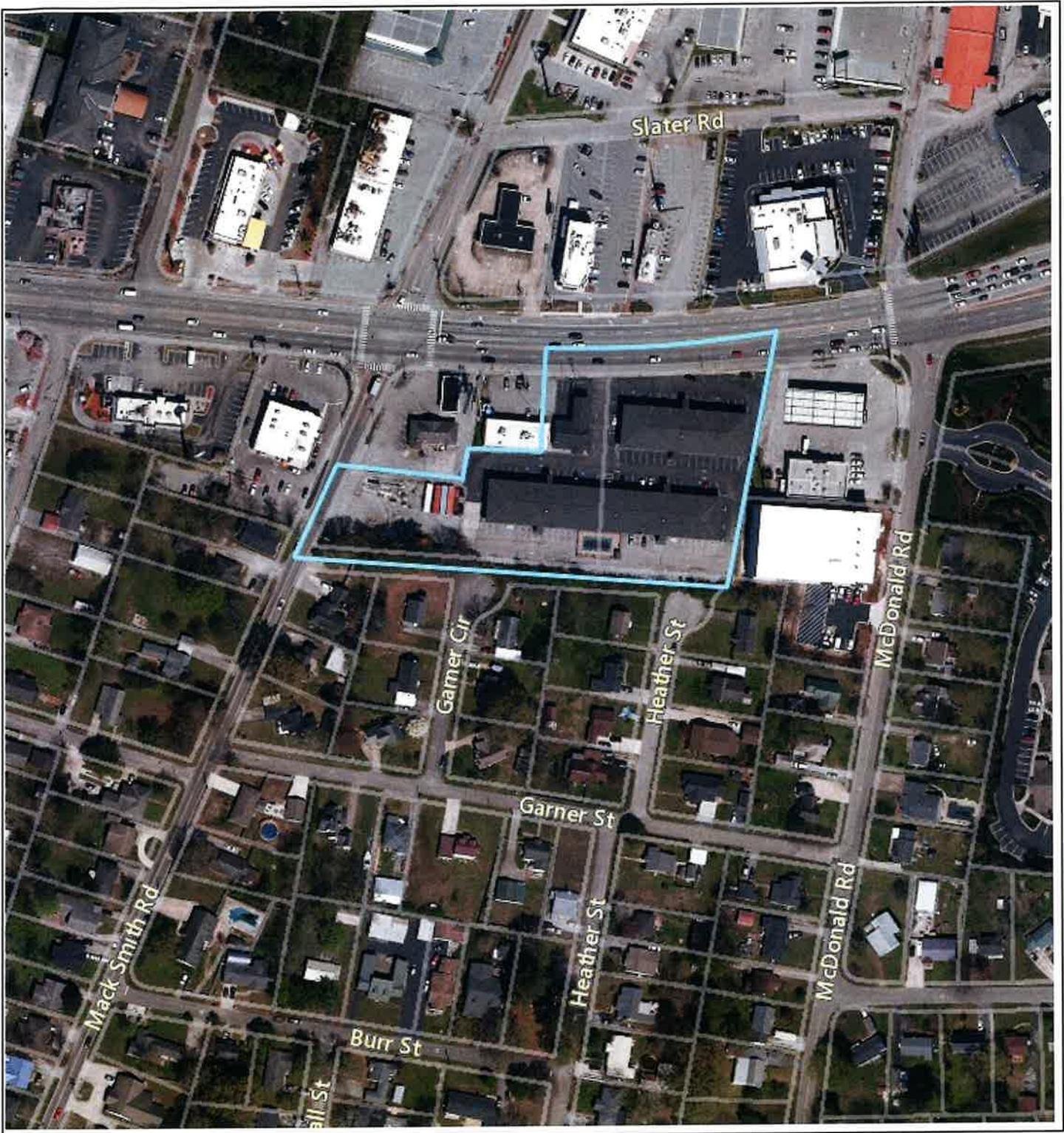
Justin Cox

(423)260-8899

2025-0068 Rezoning from C-1 to C-4



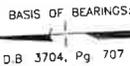
2025-0068 Rezoning from C-1 to C-4



HOTEL	1.25 SPACES / ROOM
PARKING RATIO	143
TOTAL ROOMS	179 SPACES
PARKING REQUIRED	164 SPACES
PARKING PROVIDED	
OFFICE	8 SPACES
PARKING REQUIRED	8 SPACES
PARKING PROVIDED	
EXISTING RETAIL	2,970SF
PARKING REQUIRED	15 SPACES
PARKING PROVIDED	
TOTAL PARKING	186 SPACES

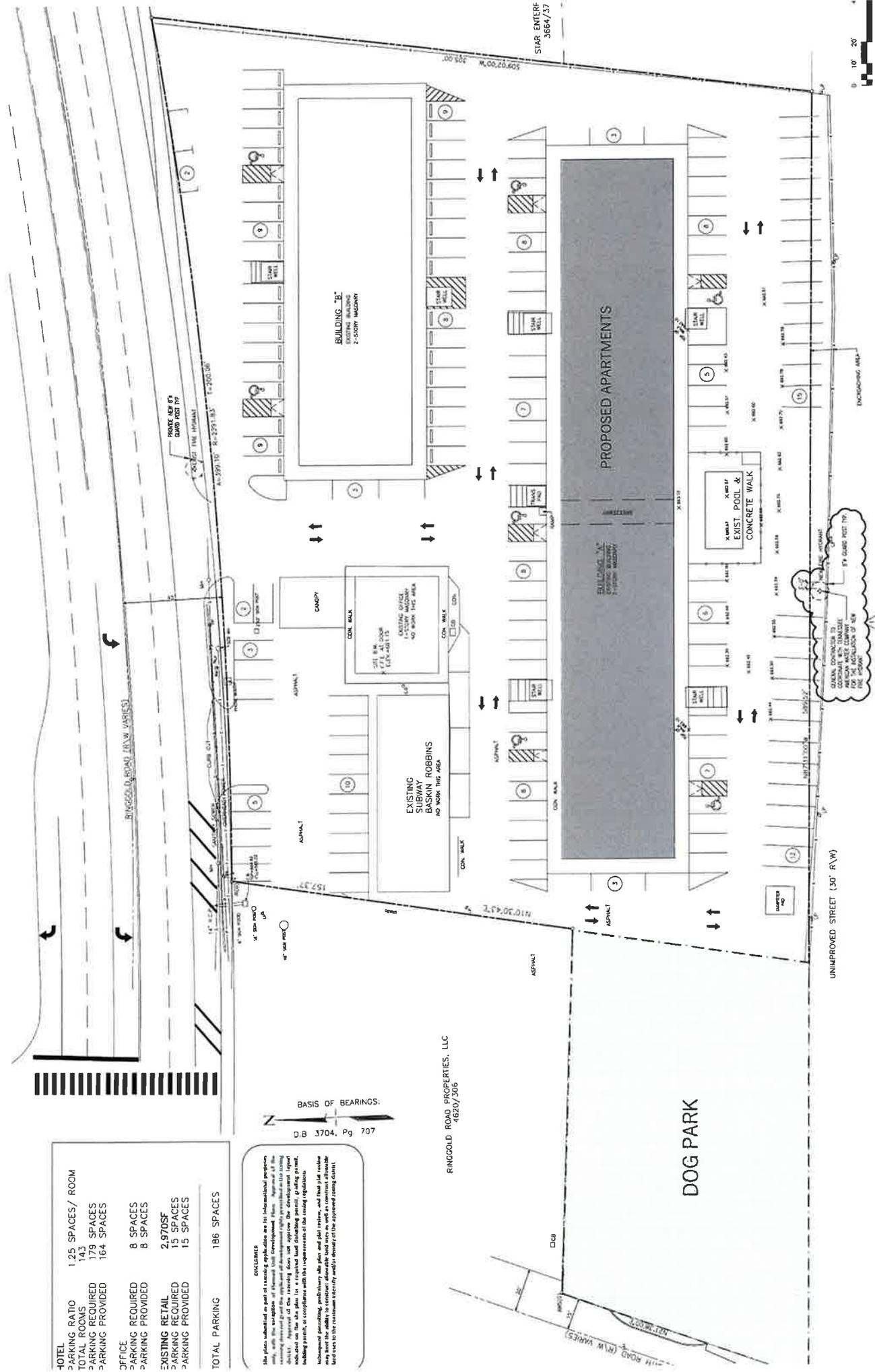
DISCLAIMER

This plan, submitted as part of a tentative application, is for informational purposes only and does not constitute a final approval. The applicant is responsible for obtaining all necessary permits and approvals from the appropriate authorities. The information provided herein is based on the data submitted and is not intended to constitute a warranty of any kind. The applicant is responsible for verifying the accuracy of the information provided. The applicant is responsible for obtaining all necessary permits and approvals from the appropriate authorities. The information provided herein is based on the data submitted and is not intended to constitute a warranty of any kind. The applicant is responsible for verifying the accuracy of the information provided.



RINGGOLD ROAD PROPERTIES, LLC
 40207506

DOG PARK



NO. A1.0
 DATE: JUNE 2024
 DRAWN BY: [Name]
 CHECKED BY: [Name]

PROJECT NAME: 6510 RINGGOLD
 DRAWING TITLE: 6510 RINGGOLD SITE PLAN

Modern Retail Space for Lease

6510 Ringgold Road, East Ridge, TN 37412



Modern Retail Space for Lease

6510 Ringgold Road, East Ridge, TN 37412

Suites Available

Suite #1: 2,300 SF w/ Drive Thru

Suite #2: 1,550 SF

Suite #3: 2,300 SF

Suite #4: 1,550 SF

Suite #5: 2,300 SF

**Suites can be expanded if needed to fit a specific tenant layout*



Oliver Smith Realty and Development Company is pleased to present a modern 10,000 SF strip center coming soon located directly off of I-75. This center will consist of five (5) suites ranging in desirable sizes for tenants or businesses looking to expand. Three (3) suites will be 2,300 SF, and suite #1 will feature a drive-thru. The remaining two (2) spaces will be 1,500 SF. **Pricing will start at \$40 PSF + an estimated \$7 NNN, this will be a vanilla shell delivery with HVAC set of the roof. The landlord will offer a \$30 PSF TI allowance.**

The center will be replacing a current hotel structure, and the remaining hotel rooms behind the site will be converted into Class-B apartments that will serve the East Ridge community. There will be ample amount of parking out front the storefronts, as well as shared parking with the apartment community in the rear of the building.



Broker Contact Information

Brian Coyle

203-918-3944

brian@oliversmithrealty.com

Will Sims

865-208-9933

will@oliversmithrealty.com

OLIVER SMITH
REALTY & DEVELOPMENT
COMPANY, INC.



(1) Download and fill out this form.

(2) Sign the application digitally (or print, sign, and scan).

(3) Either print the completed form and bring it to the

Development Resource Center OR email it to

rezoningapplications@chattanooga.gov



APPLICATION

ZONING

- Rezoning
- Lift/Amend Conditions

SPECIAL PERMIT

- New PUD
- PUD Amendment
- PUD Abandonment
- Special Permit (i.e. SWMH, Cell Tower, B&B, Special Event Facility)

Justin Cox

Owner

Applicant Name

Affiliation

02/25/2025

Case Number

Date Filed

PC Meeting Date

CORRESPONDENCE

All correspondence related to this application should be directed to the approved contact listed below.

Property Owner Applicant

Project Surveyor Engineer Architect/Landscape Architect

Justin Cox

6510 Ringgold Rd Corp.

Name

Company

6510 Ringgold Rd

Chattanooga

TN

37412

City

State

ZIP

Address

justin@signaturegroupllc.us

Email

(423)260-8899

CURRENT PROPERTY INFO

Justin Cox

6510 Ringgold Rd, Chattanooga, TN 37412

(423)260-8899

Property Owner Name (if different)

Property Owner Address

Property Owner Phone

justin@signaturegroupllc.com

Email

169LM017 & 169LM017.01

1.37

6510 Ringgold Rd, Chattanooga, TN 37412
Requested Property Address

Property Tax Map No.

Total Acres in Request Area

COMMUNITY ENGAGEMENT

RPA strives to provide community members with information about upcoming cases in a variety of ways. In addition to posting public notice signs, our agency encourages applicants to provide information and offer opportunities for dialogue related to their upcoming case(s) such as hosting community meetings prior to the Planning Commission meeting.

ZONING REQUEST

Zoning Change **C-1** **C-4**

Current Zone:

Proposed Zone:

Proposed Conditions _____
List (use separate document if necessary)

Septic Sewer Decentralized Sewer System

Reason for Zone Change **Changing from hotel to retail space & apartment community**
(use separate document if necessary)

Hotel	80	1.37
Current Land Use	Proposed # of Units	Total Acreage

LIFT/AMEND COND.

Lift Conditions _____
List Condition # (include separate document if necessary)

Amend Conditions _____
List Condition # (include separate document if necessary)

Ordinance & Case Number # _____

Reason for Lift/Amend Conditions Request

Total Acreage

SPECIAL PERMIT

New PUD PUD Amendment PUD Abandonment Special Permit
Type: _____

Proposed Conditions _____
List (use separate document if necessary)

Septic Sewer Decentralized Sewer System

Reason for Request _____
(use separate document if necessary)

Current Land Use	Proposed # of Units	Total Acreage
------------------	---------------------	---------------

AUTHORIZATION

I declare under penalty of perjury the foregoing is true and correct:

1) He/she/they is the owner of the property or has submitted a property owner authorization form AND 2) The application and all associated materials are being submitted with his/her/their consent.

Justin Cox

Justin Cox

02/25/2025

Applicant Signature

Please Print

Date

(423)260-8899

justin@signaturegroupllc.us

Phone Number

Email

Property Owner Signature

Print

Date

Note. If more than 4 property owners are applying, use the bottom of the page or submit a separate document with all the signatures and dates.

STAFF USE ONLY

CHECKLIST

- Application Narrative Site Plan Property Cards Deeds Plats
 Application Fee: Cash Credit Check
 Notice Signs Number of Signs:

Municipality:

Planning District:

Neighborhood:

City Council District:

County Commission District:

Other District:

Application Processed By:

Staff Recommendation:

PC Action/Date:

Legislative Action/Date/Ordinance:

ORDINANCE NO. _____

AGENDA MEMORANDUM

REZONE

Date: May 22nd, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On April 14, 2025, Mitch Martino with Sterling Holdings submitted a petition to the East Ridge Planning Commission to rezone an Unaddressed Property (Tax Map ID#169E-D-008) from C-4 Planned Commerce Center District to RZ-1 Zero Lot Line Residential District.

The request to rezone would be to utilize 10 +/- acres within The Gateway Development as a residential subdivision with a proposed 68 zero lot line residential homes.

The East Ridge Planning Commission recommended approving the request to rezone.

We are requesting to rezone the +/- 10.1 acre section of Parcel 169E D 008, which is depicted in the siteplan, from C4 to RZ-1. The rezone will allow for transitional zoning as parcels to the West are R-1 and R-3 and C-4 to the East. The edge of the parcel is adjacent to the Spring Creek Elementary parcel making it a nice option for families looking for single family homes. By doing this rezoning we will be able to introduce new single family housing inventory into the area which is not an option in the current zoning.



Zoning Change Application Form

CASE NUMBER: 2025-0051		Date Submitted: 2/17/2025	
<i>Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed</i>			
1 Applicant Request			
Rezoned From: C-4		Rezoned To: RZ-1	Total acres in request area: 10.1
2 Applicant Requested Conditions		Yes:	No: <input checked="" type="checkbox"/>
3 Proposed Conditions – Attach a separate page if conditions won't fit in this box			
N/A			
4 Property Information			
Property Address: Unaddressed Property in the Unit Block of Stadium Way		Property Tax Map Number: 169E-D-008	
5 Proposed Development			
Reason for request/Project description:	Single Family Housing		
6 Site Characteristics			
Current Use:	Undeveloped		
Adjacent Uses:	70		
7 Applicant Information			
Name: Mitch Martino with Sterling Holdings			
Address (street, city, state, zip): 5726 Marlin Dr Suite 515 Chattanooga, TN 37411			
Phone: 423-443-1801		Email: mmartino@mustangdevelopment.com	
Primary Contact (if different than applicant information):			
Address (street, city, state, zip):			
Phone:		Email:	
<input checked="" type="checkbox"/>	← If the Applicants Information is the same as the Property Owners, please check the box to the left.		
8 Property Owner Information <i>Only fill out this section if applicant is not the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.</i>			
Name:			
Address (street, city, state, zip):			
Phone:		Email:	
9 Applicant Signature and Consent			
By signing below, I verify that am the property owner, or have been authorized to act as an agent on behalf of the applicant or owner. I have read and understand the information provided in the RPA Application Policy, and agree to adhere to the policies of the RPA and responsibilities of the applicant as outlined.			
Signature: See Submitted Application		Date: _____	
Office Use Only:			
Checklist			
<input checked="" type="checkbox"/> Application	<input checked="" type="checkbox"/> Site Plan	<input checked="" type="checkbox"/> Ownership Authorization	
<input checked="" type="checkbox"/> Property Cards	<input checked="" type="checkbox"/> Deeds	<input checked="" type="checkbox"/> Plats	
<input checked="" type="checkbox"/> Application Fee: \$635	Cash	<input checked="" type="checkbox"/> Credit	Check
<input checked="" type="checkbox"/> Notice signs	Number of notice signs: 4		
Municipality: East Ridge		Planning District: 6	Neighborhood: None
County Commission District: 8		City Council District: 0	
PC meeting date: East Ridge		Application processed by: Jennifer Ware	
Staff Recommendation :	PC Action/Date:	Legislative Action/Date/Ordinance:	

Chattanooga-Hamilton County Regional Planning Agency

PLANNING COMMISSION STAFF REPORT

CASE NUMBER: 2025-0051

APPLICANT: Mitch Martino, Sterling Holdings

PROPERTY OWNER: Sterling Holdings, LLC

PROPERTY ADDRESS: Unaddressed Property in the Unit Block of Stadium Way

TAX MAP PARCEL ID: 169E-D-008

JURISDICTION: East Ridge

SIZE OF PROPERTY: 10 acres

REQUEST: Rezone from C-4 Planned Commerce Center District to RZ-1 Zero Lot Line Residential District for single-family housing.

PROPERTY DESCRIPTION

EXISTING LAND USE

Commercial under construction

SURROUNDING LAND USES

North: Mixed-Use under construction

East: I-75

South: Single-Unit & Two-Unit Residential

West: Single-Unit & Multi-Unit Residential

ACCESS

Stadium Way

TRANSPORTATION

Stadium Way is a local street. There is no public transit access to the subject property.

PROPOSED RESIDENTIAL DENSITY
6.8 du/ac (68 units)

ADJACENT RESIDENTIAL DENSITY
~2 du/ac for the single-unit residential dwellings west of the site & 17 du/ac (128 units) for the apartments west of the site

NATURAL RESOURCES

The site is in the 100-year floodplain.

ZONING

- ZONING HISTORY**
- Case 2019-0081 rezoned the site from R-1, R-2, and C-2 to C-4 for a multi-use development consisting of retail, residential, and commercial uses.

ZONE DISTRICT COMPATIBILITY

USE	CURRENT C-4 DISTRICT	PROPOSED RZ-1 DISTRICT
Single-Family Residential	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Zero Lot Line	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Commercial	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Office	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Institutional	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Warehouse/Storage	<input checked="" type="checkbox"/>	<input type="checkbox"/>

DEVELOPMENT STANDARDS

	CURRENT C-4 DISTRICT	PROPOSED RZ-1 DISTRICT
Lot Size	N/A	2,625 sf
Lot Width	N/A	35'
Setbacks	Front: 25' Side: 10' abutting residential zone Rear: 25' abutting residential zone	Front: 25' Side: 10' Rear: 25'
Building Height	No portion of any structure shall project through	2 ½ stories or 35'

imaginary planes leaning inward from lot lines at an angle of 45 degrees, nor necessitate an increase in established glide angles or raise elevations of established turning circles in relation to any airport, contingent upon FAA approval.

DISCUSSION OF STAFF RECOMMENDATION

Yes No See Comments

COMPATIBILITY WITH ADJACENT LAND USES

The surrounding land uses are a mix of residential, office, and commercial uses.

Yes No See Comments

COMPATIBILITY WITH DEVELOPMENT FORM

The surrounding development form is a mix of suburban residential development, with single-family dwellings constructed within a subdivision, and a sporadic mix of apartments, offices, and schools along Spring Creek Rd. North of the property is undeveloped land which falls within the protected floodway, and east of the property across I-75 is open space and a multi-use recreational facility. The request for a residential subdivision is compatible with the development form.

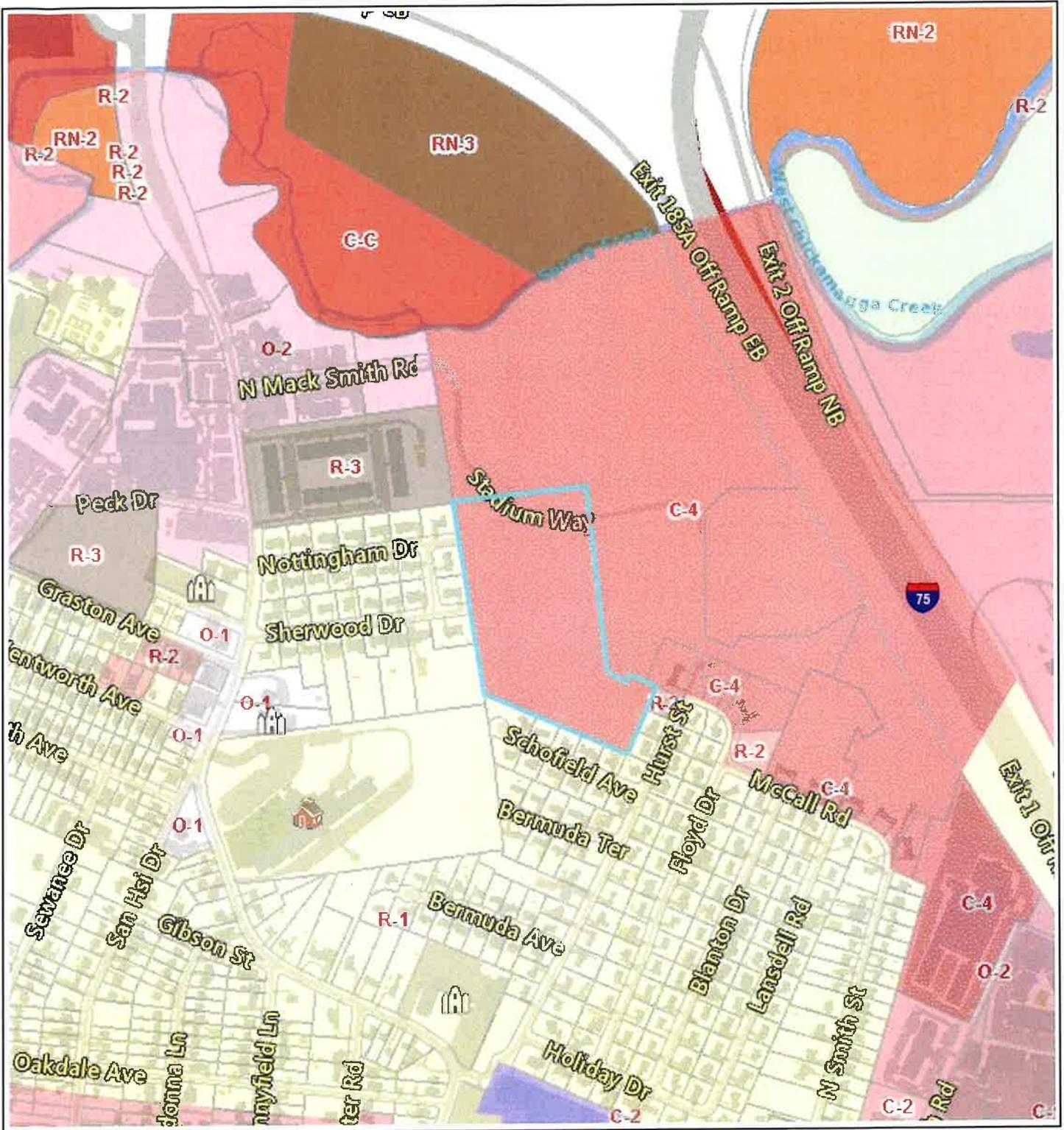
Yes No See Comments

CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT

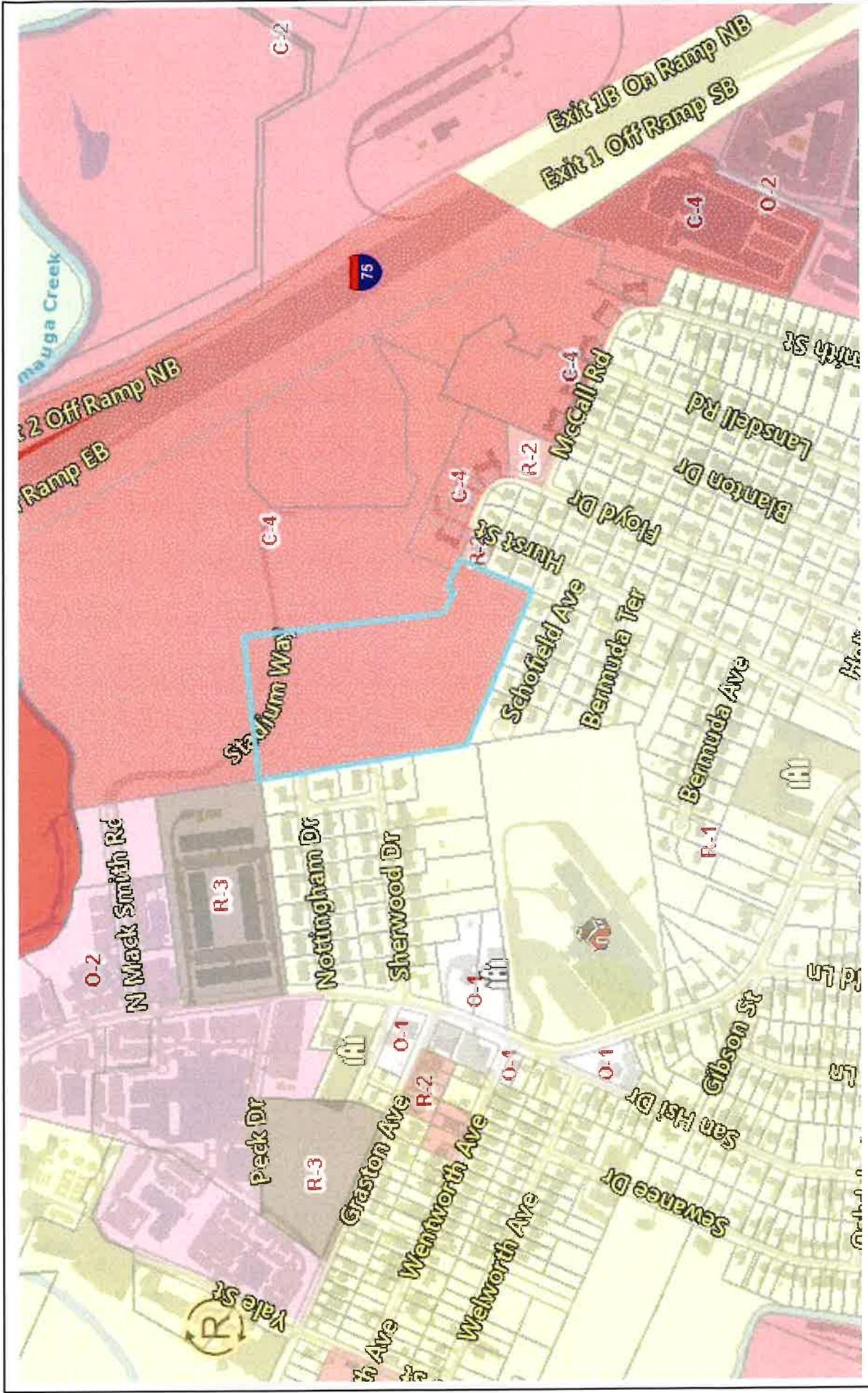
There are no nuisance concerns. The request is a downzone.

We are requesting to rezone the +/- 10.1 acre section of Parcel 169E D 008, which is depicted in the siteplan, from C4 to RZ-1. The rezone will allow for transitional zoning as parcels to the West are R-1 and R-3 and C-4 to the East. The edge of the parcel is adjacent to the Spring Creek Elementary parcel making it a nice option for families looking for single family homes. By doing this rezoning we will be able to introduce new single family housing inventory into the area which is not an option in the current zoning.

2025-0051 Rezoning from C-4 to RZ-1



2025-0051 Rezoning from C-4 to RZ-1

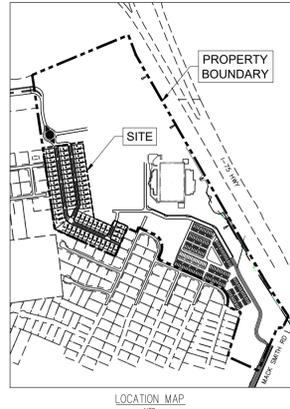
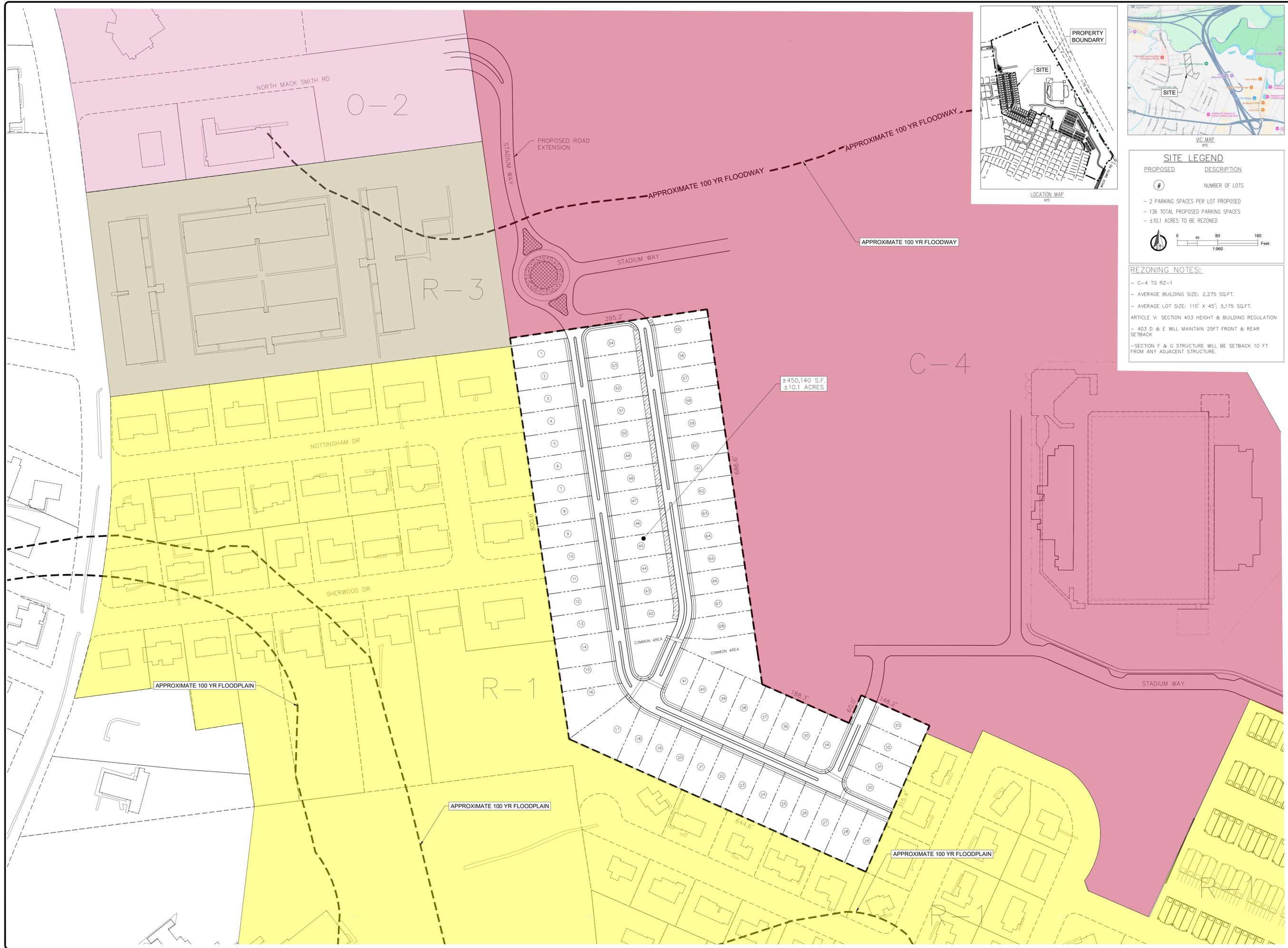


2025-0051 Rezoning from C-4 to RZ-1



2025-0051 Rezoning from C-4 to RZ-1

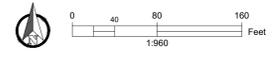




PROPERTY BOUNDARY

SITE LEGEND

PROPOSED	DESCRIPTION
#	NUMBER OF LOTS
- 2	PARKING SPACES PER LOT PROPOSED
- 136	TOTAL PROPOSED PARKING SPACES
- ±10.1	ACRES TO BE REZONED



REZONING NOTES:

- C-4 TO RZ-1
 - AVERAGE BUILDING SIZE: 2,275 SQ.FT.
 - AVERAGE LOT SIZE: 115' X 45'; 5,175 SQ.FT.
- ARTICLE V: SECTION 403 HEIGHT & BUILDING REGULATION
- 403 D & E WILL MAINTAIN 25FT FRONT & REAR SETBACK
 - SECTION F & G STRUCTURE WILL BE SETBACK 10 FT FROM ANY ADJACENT STRUCTURE.

CALDWELL
Design & Engineering
Caldwell & Co., Inc. | Scott.Caldwell@cdwll.com
C: 423.715.9757 | F: 423.336.6417

STAR COMMUNITY BUILDERS

MAGNOLIA RESIDENTIAL DEVELOPMENT
EAST RIDGE, TN 37408

REVISIONS	DATE



DRAWN	SDC
CHECKED	SDC
DATE	2-24-2025
SCALE	SEE PLANS

CDE-PROJECT #2401218
SHEET NAME
MAGNOLIA REZONING
SHEET NUMBER

ORDINANCE NO. _____

AGENDA MEMORANDUM

REZONE

Date: May 22nd, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On April 14, 2025, Mitch Martino with Sterling Holdings petitioned the East Ridge Planning Commission to rezone the property located at 6419 McCall Road (Tax Map ID#169E-D-005) from R-2 Duplex District to C-4 Planned Commerce Center District.

This is the last remaining parcel on McCall Road zoned R-2; parcels adjacent to 6419 McCall are currently zoned C-4.

The East Ridge Planning Commission recommended approving the request to rezone.



CASE NUMBER: 2025-0052		Date Submitted: 02/17/2025	
<i>Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed</i>			
1 Applicant Request			
Rezoned From: R-2		Rezoned To: C-4	
		Total acres in request area: 0.565	
2 Applicant Requested Conditions		Yes: No: <input checked="" type="checkbox"/>	
3 Proposed Conditions – Attach a separate page if conditions won't fit in this box			
None			
4 Property Information			
Property Address: 6419 McCall Rd		Property Tax Map Number: 169E-D-005	
5 Proposed Development			
Reason for request/Project description:		Acquired parcel to be added to the Gateway Mixed Used Development	
6 Site Characteristics			
Current Use:		Vacant	
Adjacent Uses:		Residential	
7 Applicant Information			
Name: Mitch Martino with Sterling Holdings			
Address (street, city, state, zip): 5726 Marlin Dr Suite 515 Chattanooga, TN 37411			
Phone: 423-443-1801		Email: mmartino@mustangdevelopment.com	
Primary Contact (if different than applicant information):			
Address (street, city, state, zip):			
Phone:		Email:	
<input checked="" type="checkbox"/> ← If the Applicants Information is the same as the Property Owners, please check the box to the left.			
8 Property Owner Information <i>Only fill out this section if applicant is not the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.</i>			
Name:			
Address (street, city, state, zip):			
Phone:		Email:	
9 Applicant Signature and Consent			
By signing below, I verify that am the property owner, or have been authorized to act as an agent on behalf of the applicant or owner. I have read and understand the information provided in the RPA Application Policy, and agree to adhere to the policies of the RPA and responsibilities of the applicant as outlined.			
Signature: See Submitted Application		Date: _____	
Office Use Only:			
Checklist			
<input checked="" type="checkbox"/>	Application	<input checked="" type="checkbox"/>	Site Plan
<input checked="" type="checkbox"/>	Property Cards	<input checked="" type="checkbox"/>	Deeds
<input checked="" type="checkbox"/>	Application Fee: \$635	<input type="checkbox"/>	Cash
<input checked="" type="checkbox"/>	Notice signs	<input checked="" type="checkbox"/>	Credit
			Check
		Number of notice signs: 2	
Municipality: East Ridge		Planning District: 6	
		Neighborhood: None	
County Commission District: 8		City Council District: 0	
PC meeting date: East Ridge		Application processed by: Jennifer Ware	
Staff Recommendation :		PC Action/Date:	
		Legislative Action/Date/Ordinance:	

**Chattanooga-Hamilton County Regional Planning Agency
PLANNING COMMISSION STAFF REPORT**

CASE NUMBER: 2025-0052 **APPLICANT:** Mitch Martino, Sterling Holdings **PROPERTY OWNER:** Mitch Martino, Sterling Holdings

PROPERTY ADDRESS: 6419 McCall Road **TAX MAP PARCEL ID:** 169E-D-005 **JURISDICTION:** East Ridge

SIZE OF PROPERTY: 0.5 acres **REQUEST:** Rezone from R-2 Residential Duplex District to C-4 Planned Commerce Center District to add property to the Gateway Mixed Use Development.

PROPERTY DESCRIPTION

EXISTING LAND USE Vacant Land	SURROUNDING LAND USES <u>North:</u> Two-Family Residential & Mixed-Use under construction <u>East:</u> Mixed-Use under construction <u>South:</u> Single-Family Residential <u>West:</u> Single-Family Residential		ACCESS McCall Rd
TRANSPORTATION Stadium Way is a local street. There is no public transit access to the subject property.	PROPOSED RESIDENTIAL DENSITY N/A	ADJACENT RESIDENTIAL DENSITY ~2 du/ac for the single-unit residential dwellings west of the site & 17 du/ac (128 units) for the apartments west of the site	NATURAL RESOURCES The site is in the 100-year floodplain.

ZONING

ZONING HISTORY • Case 2019-0081 rezoned the adjacent site from R-1, R-2, and C-2 to C-4 for a multi-use development consisting of retail, residential, and commercial uses.

ZONE DISTRICT COMPATIBILITY	USE	CURRENT R-2 DISTRICT	PROPOSED C-4 DISTRICT
	Single-Family Residential	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Two-Family Residential	<input checked="" type="checkbox"/>	<input type="checkbox"/>
	Multi-Family Residential	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Commercial	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Institutional	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Warehouse/Storage	<input type="checkbox"/>	<input checked="" type="checkbox"/>
DEVELOPMENT STANDARDS		CURRENT R-2 DISTRICT	PROPOSED C-4 DISTRICT
	Lot Size	10,000 sf	N/A
	Setbacks	Front: 25' Side: 10' Rear: 25'	Front: 25' Side: 10' abutting residential zone Rear: 25' abutting residential zone
	Building Height	2.5 stories or 35'	No portion of any structure shall project through imaginary planes

leaning inward from lot lines at an angle of 45 degrees, nor necessitate an increase in established glide angles or raise elevations of established turning circles in relation to any airport, contingent upon FAA approval

DISCUSSION OF STAFF RECOMMENDATION

Yes No See Comments

COMPATIBILITY WITH ADJACENT LAND USES

The property to the north and east of the site is being developed as a mixed-use development and the proposed rezoning area will be included in the development.

Yes No See Comments

COMPATABILITY WITH DEVELOPMENT FORM

The surrounding development form is a mix of suburban residential development, with single-family dwellings constructed within a subdivision, and a sporadic mix of apartments, offices, and schools along Spring Creek Rd. North of the property is undeveloped land which falls within the protected floodway, and east of the property across I-75 is open space and a multi-use recreational facility. The request to add property to a mixed-use development is compatible with the development form.

Yes No See Comments

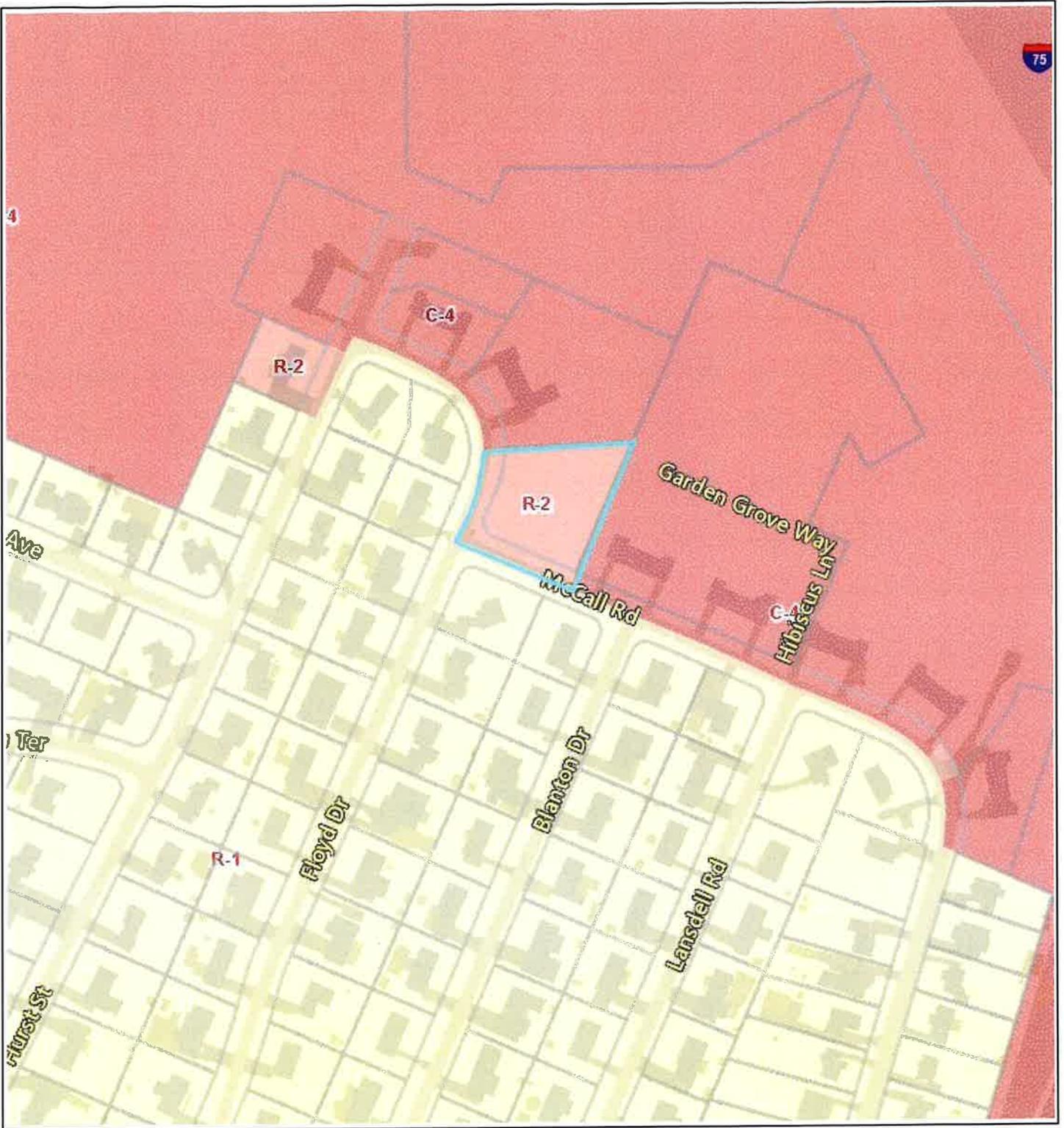
CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT

The property will be required to comply with landscaping, parking, and lighting requirements to mitigate nuisances to adjacent properties.

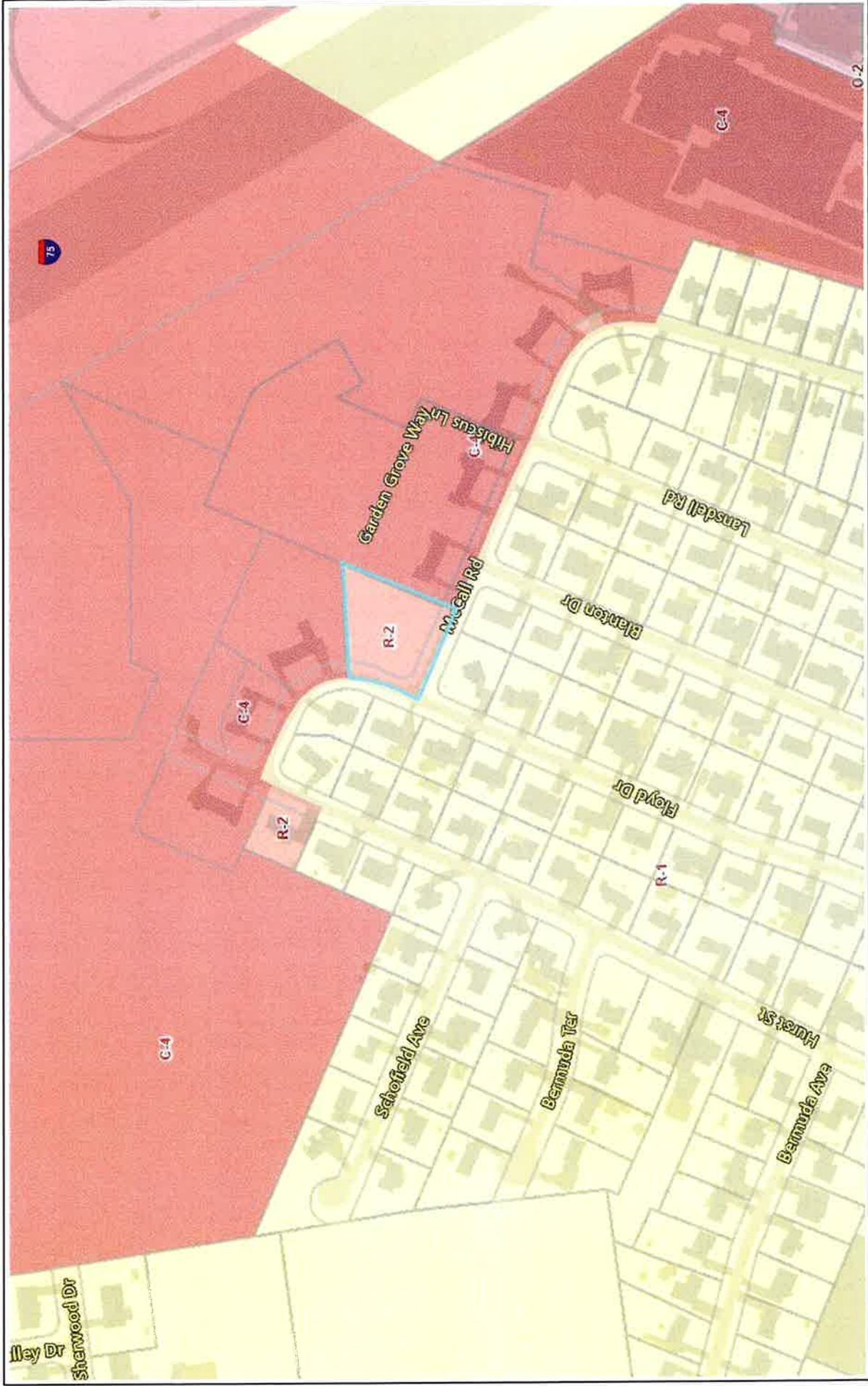
Chattanooga-Hamilton County RPA,

We are requesting to rezone Parcel 169E D 005 from R-2 to C-4. Parcel 169E D 005 was acquired after the initial rezoning of The Gateway Mixed Use Development which neighbors this parcel and is zoned C4. Rezoning Parcel 169E D 005 from R-2 to C-4 will allow for the parcel to be integrated into The Gateway Mixed Use Development allowing for the project to reach its fullest potential.

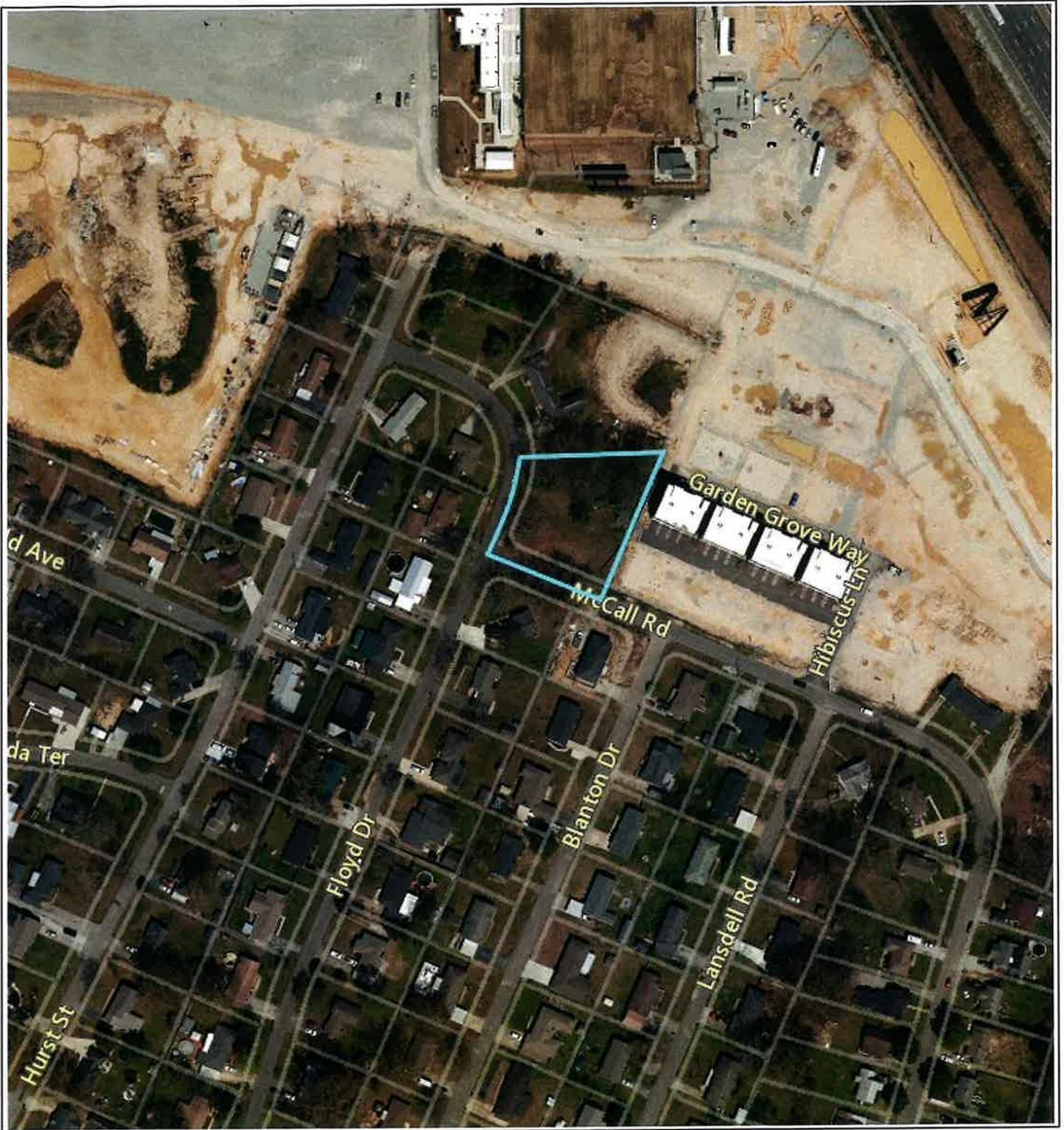
2025-0052 Rezoning from R-2 to C-4



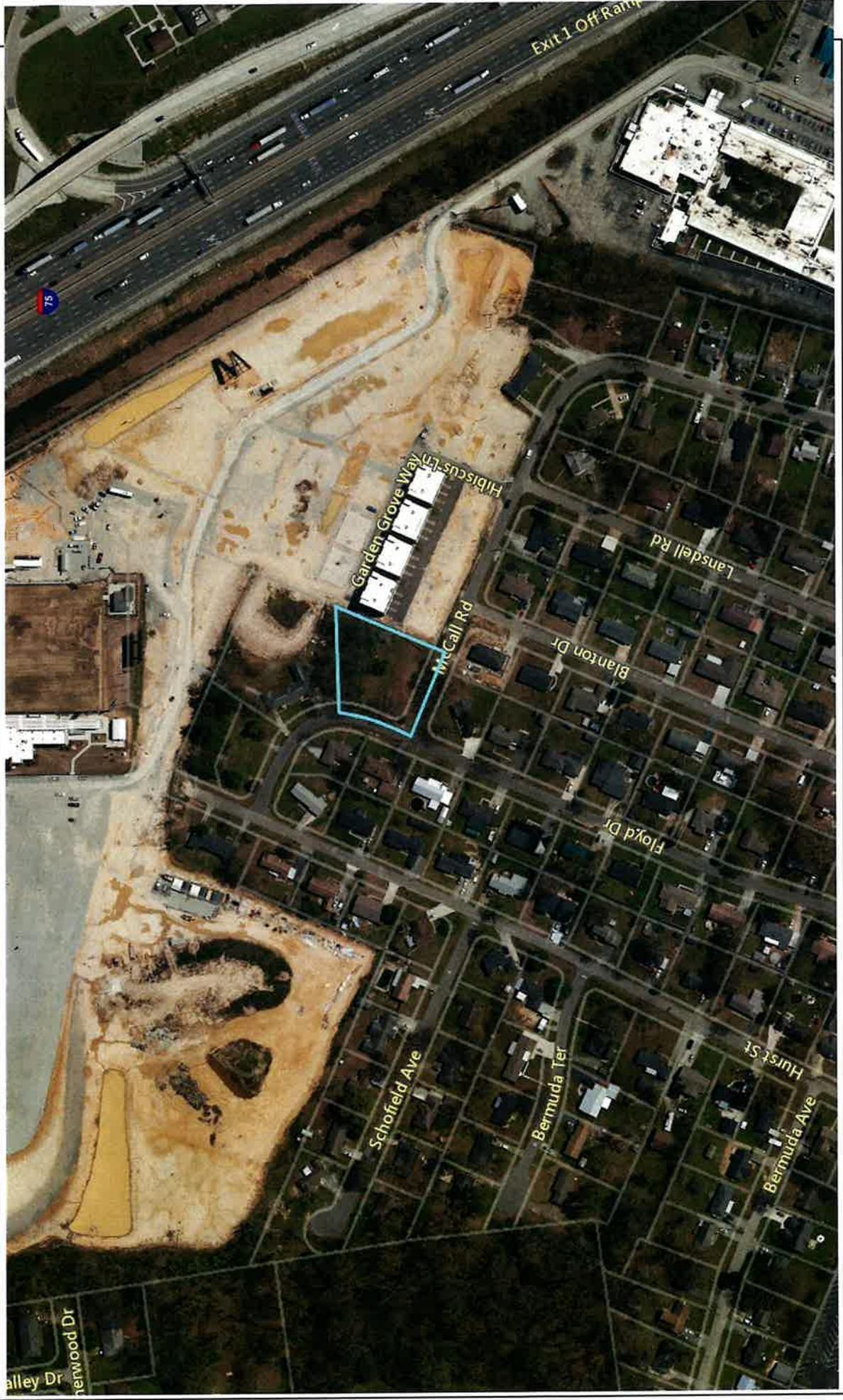
2025-0052 Rezoning from R-2 to C-4



2025-0052 Rezoning from R-2 to C-4



2025-0052 Rezoning from R-2 to C-4



GISMO 5



Legend

- Address Labels
- Parcels

0 50.00 100.0 Feet

NAD_1983_StatePlane_Tennessee_FIPS_4100_Feet
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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.

RESOLUTION NO. _____

AGENDA MEMORANDUM

Attached On-Premises Sign Variance

Date: May 22nd, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

Nolberto Ayala, the owner of AK Roofing and More, located at 3611 Ringgold Road, Tax Map #168D F 010, is seeking the city council's approval to install two LED message center signs on his building: one sign facing Germantown Road and another facing Ringgold Road.

SIGN-25-15

Sign Variance
Status: Active
Submitted On: 4/22/2025

Primary Location

3611 RINGGOLD RD
East Ridge, TN 37412

Owner

NOLBERTO AYALA L
3601 RINGGOLD RD CHATTANOOGA, TN 37412

Applicant

Nolberto Ayala
423-290-8366
akroofingandmore@gmail.com
3058 Westside Dr
Chattanooga, TN 37404

Property Owner Information

Name*

Nolberto Ayala

Mailing Address*

3058 Westside Dr

City*

Chattanooga

State*

TN

Zip*

37404

Phone Number*

4232908366

Email*

akroofingandmore@gmail.com

Application Information

Applicant Relationship to Owner*

Owme

Specific Nature of Request of Appeal*

I will like to request for a billboard on my building board . We don't have enough room on the front of the building because of parking spaces . So I will like to know if it will be possible to hang an LED billboard on the corner of germantown rd and on wall on ringgold rd .

The laws of the State of Tennessee require that certain conditions on the property, not the personal problems of the applicant or owner, be present before a variance may be granted. Your answers to the following questions are required to help determine these conditions:

Why would any person have difficulty in using this property for any use permitted in the zone it is located (such as unusual shape, topography, easements, etc.) that would make the property unusable without a variance?*

No

Would a variance, if granted, be a detriment to the public good? *

No

Explain how the hardship on the use of this property without the variance requested would apply to this property regardless of the owner.*

I will love to have a modern secured billboard attached to the building . To have more visibility

Has the hardship on the use of this property without the requested variance been created as a result of an act by the applicant?*

No

How does the hardship on the use of the property relate only to this property and not related to other properties in the same zone throughout the City of East Ridge?*

I don't have room for a monument to install a sign .

Applicant Signature

Signature of Applicant*

✔ Nolberto Ayala
Apr 22, 2025

Internal Use Only

🔒 Current Date

—

🔒 City Council Findings

🔒 Sign Variance Resolution Number

🔒 Decision

—

Attachments



Map showing location of property, all adjacent streets and/or rights-of-way, property boundaries, and frontages

IMG_1829.png

Uploaded by Nolberto Ayala on Apr 22, 2025 at 6:36 PM



Proof of Ownership

IMG_1828.png

Uploaded by Nolberto Ayala on Apr 22, 2025 at 6:36 PM

REQUIRED

Record Activity

Nolberto Ayala started a draft Record	04/22/2025 at 6:27 pm
Nolberto Ayala added file IMG_1829.png	04/22/2025 at 6:36 pm
Nolberto Ayala added file IMG_1828.png	04/22/2025 at 6:36 pm
Nolberto Ayala submitted Record SIGN-25-15	04/22/2025 at 6:37 pm
OpenGov system altered approval step Intake Review, changed status from Inactive to Active on Record SIGN-25-15	04/22/2025 at 6:37 pm
OpenGov system assigned approval step Intake Review to Melissa Mahoney on Record SIGN-25-15	04/22/2025 at 6:37 pm
Melissa Mahoney approved approval step Intake Review on Record SIGN-25-15	04/23/2025 at 8:02 am

OpenGov system altered payment step Application Fee, changed status from Inactive to Active on Record SIGN-25-15	04/23/2025 at 8:02 am
OpenGov system completed payment step Application Fee on Record SIGN-25-15	04/25/2025 at 11:10 am
OpenGov system altered approval step City Council Review, changed status from Inactive to Active on Record SIGN-25-15	04/25/2025 at 11:10 am
OpenGov system assigned approval step City Council Review to Michael Howell on Record SIGN-25-15	04/25/2025 at 11:10 am

Timeline

Label	Activated	Completed	Assignee	Due Date	Status
✓ Intake Review	4/22/2025, 6:37:03 PM	4/23/2025, 8:02:51 AM	Melissa Mahoney	-	Completed
💰 Application Fee	4/23/2025, 8:02:51 AM	4/25/2025, 11:10:57 AM	Noiberto Ayala	-	Completed
✓ City Council Review	4/25/2025, 11:10:57 AM	-	Michael Howell	-	Active
📄 Decision Letter	-	-	-	-	Inactive

GISMO 5



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Hamilton County, Tennessee
 Unofficial Property Card
 Location 3611 RINGGOLD RD
 Property Type 08
 Property Account Number 108805
 Land Use 600
 Parcel ID 168D F 010
 District EAST RIDGE

Current Property Mailing Address
 Owner NOLBERTO AYALA L
 Address 3601 RINGGOLD RD
 City CHATTANOOGA
 State TN
 Zip 37412

Current Property Sales Information
 Sale Date 4/16/2019
 Sale Price \$0
 Legal Reference 11621-0155
 Grantor(Seller) AYALA NOLBERTO

Current Property Assessment
 Building Value \$170,700
 Xtra Features Value \$1,300
 Land Value \$52,100
 Total Value \$224,100
 Assessed Value \$89,640

Narrative Description
 This property is classified as **COMMERCIAL** with a(n) **Retail Store** style structure on this card, built about 1960 with 5,616 square feet.

Land Description
 The total land area of this property is (1 acres).

Legal Description
 PT LT 6 FRUITLAND FARMS PB7 PG32
 Property Images



City Council Review

Record No. SIGN-25-15

Status Active

Became Active April 25, 2025

Assignee Michael Howell

Due Date None

Primary Location

3611 RINGGOLD RD
East Ridge, TN 37412

Owner

NOLBERTO AYALA L
3601 RINGGOLD RD CHATTANOOGA, TN
37412

Applicant

 Nolberto Ayala
 423-290-8366
 akroofingandmore@gmail.com
 3058 Westside Dr
Chattanooga, TN 37404

Messages

Michael Howell

April 28, 2025 at 8:08 am

Nolberto,

Please provide renderings of the type of signs you are proposing. This will need to show size of sign, design of sign and proposed location of the signs.

Step Activity

OpenGov system activated this step

04/25/2025 at 11:10 am

OpenGov system assigned this step to Michael Howell

04/25/2025 at 11:10 am



Application Fee

Record No. SIGN-25-15

Status Completed

Became Active April 23, 2025

Assignee Nolberto Ayala

Due Date None

Invoice ID 41309

Primary Location

3611 RINGGOLD RD
East Ridge, TN 37412

Owner

NOLBERTO AYALA L
3601 RINGGOLD RD CHATTANOOGA, TN
37412

Applicant

 Nolberto Ayala
 423-290-8366
 akroofingandmore@gmail.com
 3058 Westside Dr
Chattanooga, TN 37404

Fee Breakdown

Fee Name	Total Fee	Paid	Due
 Application Fee	\$400.00	\$400.00	\$0.00
Total	\$400.00	\$400.00	\$0.00

Payment History

Date	Method	Note	Paid
04/25/2025	Check		\$400.00

Messages

Nolberto Ayala

April 23, 2025 at 2:28 pm

If I pay this 400 does it mean I will be approved to do it . And if I don't do I lose this money ? Just want to know beforehand.

Michael Howell

April 24, 2025 at 10:02 am

Nolberto,

The application fee does not approve the installation of the sign, it covers the administrative fees. The city council will hear the variance request and either approve or deny the request. Please note that regardless of the decision, the application fee is non-refundable.

Michael Howell

April 24, 2025 at 1:38 pm

Nolberto,

If you chose to have static signs on your building, you can place them without a having a variance. let me know how you would like to proceed.

Step Activity

OpenGov system activated this step

04/23/2025 at 8:02 am

Torrey Holder processed a \$400.00 payment

04/25/2025 at 11:10 am

RESOLUTION NO. _____

AGENDA MEMORANDUM

May 8, 2025

Submitted by:

Diane Qualls

Diane Qualls, Finance Director

During the budget preparation process, staff elected to solicit competitive bids for the City's workers' compensation, property, and liability insurance coverages in an effort to secure more favorable rates. This approach has been successful for several other cities including South Pittsburg, Sevierville, and Pigeon Forge. Bids will be opened on May 15, 2025, and staff will present recommendations to the Council at the May 22, 2025 meeting.