

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

**AGENDA  
May 22, 2025  
6:00 pm**

1. Call to Order
2. Invocation
3.     A. Roll Call
4. Approval of Minutes May 8, 2025
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 (2<sup>nd</sup> 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 (2<sup>nd</sup> Reading as Amended)
9. New Business
  - A. **ORDINANCE NO. 1220** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 1512 JOHN ROSS ROAD, TAX MAP #168N-K-037 FROM R-1 RESIDENTIAL DISTRICT TO R-2 DUPLEX DISTRICT (1<sup>st</sup> Reading)
  - B. **ORDINANCE NO. 1222** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE AN UNADDRESSED PROPERTY, TAX MAP #169E-D-008, APPROXIMATELY 10.1 ACRES, FROM C-4 PLANNED COMMERCE CENTER DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT (1<sup>st</sup> Reading)

- C. **ORDINANCE NO. 1223** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 6419 MCCALL ROAD, TAX MAP #169E-D-005, FROM R-2 DUPLEX DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT (1<sup>st</sup> Reading)
- D. **RESOLUTION NO. 3685** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING A VARIANCE TO SIGN ORDINANCE NO. 1028 FOR THE PROPERTY LOCATED AT 3611 RINGGOLD ROAD, TAX MAP # 168D-F-010
- E. **RESOLUTION NO. 3686** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ALLOWING THE EAST RIDGE OPTIMIST CLUB TO USE DICKERT POND AT CAMP JORDAN TO HOLD A FISHING RODEO AND WAIVE THE FEES FOR SUCH USAGE
- F. **RESOLUTION NO. 3687** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ALLOWING THE EAST RIDGE OPTIMIST CLUB TO USE THE EAST RIDGE COMMUNITY CENTER AND THE CITY HALL FRONT PARKING LOT AND WAIVE THE FEES FOR SUCH USAGE
- G. **RESOLUTION NO. 3688** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE KITCHEN EQUIPMENT FOR VENUE 1921 AT EAST RIDGE
- H. **RESOLUTION NO. 3689** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE MONUMENT SIGN DESIGN FOR VENUE 1921 AT EAST RIDGE
- I. **RESOLUTION NO. 3690** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE PURCHASE OF LIABILITY, PROPERTY, AUTO, AND ERRORS & OMISSIONS INSURANCE FROM PUBLIC ENTITY PARTNERS
- J. **RESOLUTION NO. 3691** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE PURCHASE OF WORKERS' COMPENSATION INSURANCE FROM KEY RISK
- K. **RESOLUTION NO. 3692** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE PURCHASE OF CYBER INSURANCE FROM COALITION INSURANCE SOLUTIONS, INC.
- L. **ORDINANCE NO. 1221** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 6510 RINGGOLD ROAD, TAX MAP #169L-M-017 AND TAX MAP #169L-M-017.01, FROM C-1 TOURISM COMMERCIAL DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT (1<sup>st</sup> Reading)

M. Update on the Fiscal Year 2025-2026 Budget by City Manager

N. Discussion of Tentative Agenda for the **June 12, 2025** City Council Meeting (see Attachment A)

10. Adjournment

**ATTACHMENT A**  
**TENTATIVE AGENDA**  
**June 12, 2025**

**8. Old Business**

- A. **ORDINANCE NO. 1220** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 1512 JOHN ROSS ROAD, TAX MAP #168N-K-037 FROM R-1 RESIDENTIAL DISTRICT TO R-2 DUPLEX DISTRICT (2<sup>nd</sup> Reading)
- B. **ORDINANCE NO. 1221** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 6510 RINGGOLD ROAD, TAX MAP #169L-M-017 AND TAX MAP #169L-M-017.01, FROM C-1 TOURISM COMMERCIAL DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT (2<sup>nd</sup> Reading)
- C. **ORDINANCE NO. 1222** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE AN UNADDRESSED PROPERTY, TAX MAP #169E-D-008, FROM C-4 PLANNED COMMERCE CENTER DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT (2<sup>nd</sup> Reading)
- D. **ORDINANCE NO. 1223** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 6419 MCCALL ROAD, TAX MAP #169E-D-005, FROM R-2 DUPLEX DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT (2<sup>nd</sup> Reading)

**9. New Business**

- A. **ORDINANCE NO. 1224** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 3210 ARDIAN TRAIL, TAX MAP #168C-J-005, FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (1<sup>st</sup> Reading)
- B. **ORDINANCE NO. 1225** – AN ORDINANCE OF THE CITY OF EAST RIDGE, TENNESSEE, MAKING AND FIXING THE ANNUAL APPROPRIATIONS OF THE SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR BEGINNING JULY 1, 2025, AND ENDING JUNE 30, 2026 (1<sup>st</sup> Reading)



- C. **ORDINANCE NO. 1226** – AN ORDINANCE OF THE CITY COUNCIL FO  
THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR  
2025 OPERATING BUDGET, ORDINANCE NO. 1206, BY CHANGING THE  
REVENUES AND EXPENDITURES OF VARIOUS FUNDS (1<sup>st</sup> Reading)
- D. **RESOLUTION NO. 3692** - A RESOLUTION OF THE CITY COUNCIL OF  
THE CITY OF EAST RIDGE, TENNESSEE, MEMORIALIZING AN  
APPOINTMENT BY COUNCILMEMBER ANDREA WITT TO FILL AN  
UNEXPIRED TERM ON THE EAST RIDGE BEER BOARD

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

**May 8, 2025  
6:00 p.m.**

The East Ridge City Council met pursuant to the meeting notice on May 8, 2025, at 6:00 p.m. in the East Ridge City Hall Council Chambers. Mayor Williams called the meeting to order.

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

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

**Attendance:** Fourteen

**Special Presentation**

The meeting commenced with a special presentation to Representative Esther Helton-Haynes, recognizing her service as a Councilmember and Vice Mayor from 2016 to 2024. Mayor Williams expressed personal appreciation for their eight years of working together and presented her with a token of recognition.

**Public Works Week Proclamation**

Mayor Williams read a proclamation recognizing May 18-24, 2025, as National Public Works Week and emphasized the crucial role of City of East Ridge's public works professionals in maintaining city infrastructure and services. Robert Parker, Sanitation Supervisor, and Chris Vaughn, Streets Supervisor, were present for the presentation of the proclamation. Jeff Crowe, Traffic Control Supervisor, and Chris Gilbert, Building Maintenance Supervisor, were unable to attend.

**April Milestone Award**

Mayor Williams recognized Bryan Dean for reaching a fifteen-year milestone with the City.

**Consent Agenda:**

- A. Approval of Minutes from April 24, 2025 Council Meeting
- B. March 2025 Financial Report

It was moved by Vice Mayor Tyler and seconded by Councilmember Ezell 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:**

Councilmember Ezell – Nothing at this time.

Councilmember Witt – Nothing at this time.

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 – Nothing at this time.

Mayor Williams reported that the East Ridge High School Health Fair was held on Saturday, April 26 and reported the upcoming Parks and Recreation and Library events and programs and the Jump Into Safety Event on June 17, 2025, from 10 a.m. to 4 p.m. at Camp Jordan.

### **Communication from City Manager:**

City Manager Miller reported the following:

- Caldwell Paving will start street resurfacing on June 2, 2025.
- Steel is being installed on the new multi-purpose facility, Venue 1921.
- Mayor Williams, Vice Mayor Tyler, and City Manager Miller attended the grand opening of JDH Company, a commercial roofing company that relocated their headquarters to the City of East Ridge.

### **Old 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 Witt and seconded by Vice Mayor Tyler to take Ordinance No. 1217 off the table.

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.

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

Councilmember Witt stated that she would like some of the members on the Board of Zoning Appeals to have experience in specific fields such as architecture, building and site construction, civil engineering, comprehensive plan and land use plan knowledge, and real estate.

Councilmember Ezell questioned if the current appointees to the Board of Zoning Appeals would be removed from the board if they do not meet the listed qualifications and what happens if a Councilmember cannot find someone with the specified knowledge to appoint to the board.

City Attorney Litchford stated that it would be prospective unless otherwise stated and language can be added to specify that the City Council shall consider preferred experience, but it is not required.

Mayor Williams stated that zoning experience should be included in the list of qualifications.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to amend the motion to include language that it is preferred but not required that appointees to the Board of Zoning Appeals have experience in the following fields: architecture, building and site construction, civil engineering, comprehensive plan and land use plan knowledge, zoning, real estate, or other related experience.

Mayor Williams asked for a roll call vote on the amendment. Vice Mayor Tyler – yes, Councilmember Cagle – abstain, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried.

There being no further discussion, Mayor Williams asked for a roll call vote to approve Ordinance No. 1217 as amended. Vice Mayor Tyler – yes, Councilmember Cagle – abstain, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried.

**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)**

City Attorney Litchford read the ordinance by caption.

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

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to amend the motion to include language that it is preferred but not required that appointees to the Housing Commission have experience in the following fields: architecture, building and site construction, civil engineering, comprehensive plan and land use plan knowledge, zoning, real estate, or other related experience.

Following some discussion, Mayor Williams asked for a roll call vote on the amendment. Vice Mayor Tyler – yes, Councilmember Cagle – no, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried

There being no further discussion, Mayor Williams asked for a roll call vote to approve Ordinance No. 1218 as amended. Vice Mayor Tyler – yes, Councilmember Cagle – no, Councilmember Ezell – no, Councilmember Witt – yes, Mayor Williams – yes. Motion carried.

**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.

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

**New Business:**

**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**

City Attorney Litchford read the resolution by caption.

Fire Chief Mike Williams stated that the Homeland Security Grant will provide 12 ballistic vests to the East Ridge Fire Department at no cost to the City to be used during active shooter situations.

It was moved by Vice Mayor Tyler and seconded by Councilmember Ezell to approve Resolution No. 3681.

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. 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**

City Attorney Litchford read the resolution by caption.

City Manager Miller stated that the bid for the Community Center Renovation Project was awarded to Pillar Construction on March 27, 2025, for \$1,718,000. The funding that the City received from the state was \$600,000 with the City matching that amount for a total of \$1,200,000. The City requested an increase in grant funding from the state; however, the state responded that only a 5% increase could be accommodated, providing an additional \$60,000 in grant funds from the state, matched by an additional \$60,000 from the City, for a total of \$120,000.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve Resolution No. 3682.

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. 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**

City Attorney Litchford read the resolution by caption.

City Manager Miller stated that this resolution is to accept a contract agreement between TDOT and the City of East Ridge for the City to maintain and mow the interchange at Exit 1, approximately 55 acres, six times per year for two years. TDOT will reimburse the City in the amount of \$9,800 per year for a total of \$19,600.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve Resolution No. 3683.

Councilmember Cagle asked if the City could negotiate with TDOT on the reimbursement amount.

City Manager Miller stated that he tried previously to get additional dollars, but it was denied.

Following 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. 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**

City Attorney Litchford read the resolution by caption.

Parks and Recreation Director Skiles stated that the East Ridge Needy Child Fund has requested the use of Camp Jordan Arena on August 9, 2025, for their Annual Car and Toy Show and has requested the fees for the usage be waived. All proceeds will go to benefit the Needy Child Fund. Staff recommends approval of waiving the fees.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve Resolution No. 3684.

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.

**Presentation of the FY2025-2026 Budget**

City Manager Miller presented the proposed FY2025-2026 Budget and provided a briefing of his budget message as follows:

Revenues:

- Property Tax Revenues are proposed at \$7,151,333; Incremental State Sales Tax (Border Region) Revenues are estimated at \$8,400,087; and Total Revenues are estimated at \$27,827,365.

Expenditures:

- Personnel Services total \$13,269,350
- Total Expenditures are estimated at \$27,827,365
- The proposed all funds Budget for FY2025-2026 is \$45,180,801, representing a net decrease of \$2,188,541 from the approved FY2024-2025 budget of \$47,369,342.

General Fund:

- Revenues
  - Property Taxes
    - 2025 is a reassessment year in Hamilton County. The City has not received the assessment differential summary for 2025; however, the City has been informed by Hamilton County Assessor of Property that East Ridge's assessed valuation for residential and commercial has increased significantly.
    - When property values increase, property taxes will generate more revenue. Under Tennessee law, the City is required to roll back the tax rate so that the total property tax revenues generated remain the same from one fiscal year to the next.
    - The City will be entitled to collect the tax increases derived from the property values of new construction added to the tax rolls.

- Other Revenues – The total of other revenues, less property taxes and Border Region District sales taxes, for FY2025-2026 proposed budget is expected to be \$765,363 higher than FY2024-2025.
- Expenditures
  - Personnel costs, including salaries and fringe benefits, for FY2025-2026 will account for approximately 67% of the total General Fund.
  - The total personnel count proposed for Fiscal Year 2025-2026 is 160 full-time positions and 22 part-time positions: 5 full-time positions more and 2 part-time positions less than the previous fiscal year.
  - A cost-of-living adjustment of 3% is being proposed for all employees.
  - Employees will be eligible to receive a merit increase of up to 2% based on an evaluation completed by their supervisor on the employee's anniversary date. The total appropriation would be \$87,265.
  - Salary adjustments in the amount of \$18,148 will be administered to 15 full-time positions.
  - Medical Insurance - An increase in appropriation of \$140,000 due to a projected increase in the premiums.
  - Capital Outlay
    - Police – eight police cruisers will be replaced, fingerprint system, and firearms training simulator
    - Fire – Hurst Hydraulic Rescue Tools / Air Bags to outfit new fire truck
    - Street Department – Dump truck replacement with snowplow and salt spreader
    - Traffic Control – Traffic signal central control box replacement
    - Recreation – Compact utility trailer replacement, John Deere Gator replacement, and mower replacement

Mayor Williams asked the Council if they would like to have a budget workshop or if they would like to meet with the City Manager one-on-one. The Councilmembers stated they would like to meet on-on-one with City Manager Miller.

## **Discussion of Tentative Agenda for the May 22, 2025 City Council Meeting** (see Attachment A)

### **Old Business**

City Attorney Litchford stated that Ordinance No. 1217 and Ordinance No. 1218 will be under Old Business for the May 22, 2025, City Council Meeting. Ordinance No. 1218 will be added due to the modifications made to the ordinance.

### **New Business**

**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

Chief Building Official Howell stated that this would be to rezone the property from R-1 Residential District to R-2 Duplex District to use the structure on the property as a short-term vacation rental. Planning Commission denied the rezoning request.

**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

Chief Building Official Howell stated that this rezoning request would be to use for a retail and apartment community. The existing two buildings in the back would be repurposed as an apartment

community consisting of 80 units of efficiency and one-bedroom apartments. The front building adjacent to Ringgold Road would be demolished and a 10,000 square foot retail facility consisting of five suites would be built. The Planning Commission approved the rezoning request with conditions.

Councilmember Ezell stated that he would like the minimum lease term to be six months.

**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

Chief Building Official Howell stated that the request is to rezone the property to construct 60 plus single-family residential homes on zero lot line parcels. The minimum requirements for the RZ-1 zoning would not be met. The development would consist of 50-foot parcels with 10-foot separation between units on each side. The parcels would be larger than what is normally within the RZ-1 district, which is about 2,625 square feet with a 35-foot road frontage requirement.

Councilmember Cagle questioned if rezoning the property would take away the Border Region money.

Mayor Williams stated that this area on the original plat shows an office complex. Border Region will not be impacted because this area of the Gateway project was never intended to generate sales tax.

**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

Chief Building Official Howell stated that this is the last parcel on McCall Road still zoned R-2.

Councilmember Cagle asked if there would be access to McCall Road from the commercial part of the property.

Chief Building Official Howell stated that Hibiscus Lane connects some of the townhome development and that is the only entrance slated for that area off McCall Road.

**RESOLUTION NO. \_\_\_\_** – Property located at 3611 Ringgold Road Sign Variance

Chief Building Official Howell stated that due to the sight restrictions on this property, the applicant is requesting City Council's approval to put two message center signs on the building, one facing Germantown Road and one facing Ringgold Road. Renderings for the signs will be available by the next Council meeting.

Mayor Williams stated that the property owner informed him that he is not able to put a monument sign on the property because of the limited parking at the curb of Ringgold Road and Germantown Road.

Chief Building Official Howell stated that a monument or ground sign on that corner would affect sight visibility.

**RESOLUTION NO. \_\_\_\_** – Approval of Insurance Contracts for Liability, Property, and Worker Compensation Insurance

City Manager Miller stated that bids will be opened May 15, 2025 at City Hall.

Mayor Williams stated that there will be a Beer Board vacancy and asked if the appointment to fill the vacancy will be on the May 22, 2025, City Council agenda.



City Clerk Deitrick stated that the notice for the vacancy has been posted to the City's website and applications will be accepted through May 23, 2025. The appointment will be June 12, 2025.

City Manager Miller stated that he will provide an update on the FY2025-2026 Budget at the May 22, 2025, Council meeting.

### **Adjournment**

There being no further business, the May 8, 2025, Regular Meeting of the City Council of the City of East Ridge was adjourned at 8:10 p.m.

APPROVED:

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MAYOR

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CITY CLERK

**ORDINANCE NO. 1217**

**AGENDA MEMORANDUM**

**Amending Title 14, Chapter 3, Section 301  
Board of Zoning Appeals Appointments**

**May 22, 2025**

Submitted by:



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Jennifer Deitrick, City Clerk

At the City Council meeting on April 10, 2025, City Attorney Litchford was tasked with preparing an ordinance amending Board of Zoning Appeals appointments to have each councilmember directly appoint one member to the board.

At the City Council meeting on May 8, 2025, City Council voted to amend the ordinance on first reading to include additional language that specified that Councilmembers shall consider certain relevant and preferred skills and experience for their respective appointee.

**ORDINANCE NO. 1217**

**AN ORDINANCE 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 voted to amend the first reading of Ordinance 1219 to include preferred skills that councilmembers should consider in connection with their respective 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 14, Chapter 3, Section 301 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. With respect to an appointment to the board of zoning appeals, councilmembers shall consider certain relevant and preferred skills and experience for each respective appointee, including without limitation, the following:

- (a) Architecture
- (b) Building and site construction
- (c) Civil engineering
- (d) Comprehensive plan and land use experience
- (e) Zoning
- (f) Real estate and related market analysis experience

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**

**AGENDA MEMORANDUM**

**Amending Title 13, Chapter 3, Section 303  
Housing Commission Appointments**

**May 22, 2025**

Submitted by:



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Jennifer Deitrick, City Clerk

At the City Council meeting held on April 10, 2025, City Attorney Litchford was tasked with preparing an ordinance amending the appointment process for the Housing Commission, allowing each Councilmember to directly appoint one member to the commission. The ordinance was approved as presented on first reading at that meeting.

On May 8, 2025, during the second reading, the City Council voted to amend the ordinance to include additional language specifying that Councilmembers shall consider certain relevant and preferred skills and experience when selecting their appointees. Since the ordinance was approved as written on first reading and subsequently amended on second reading, this reading will serve as the second reading of the amended ordinance.

## ORDINANCE NO.1218

### **AN ORDINANCE 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 voted to amend the first reading of Ordinance 1218 to include preferred skills that councilmembers should consider in connection with their respective 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. With respect to an appointment to the housing commission, councilmembers shall consider certain relevant and preferred skills and experience for each respective appointee, including without limitation, the following:

- (a) Architecture
- (b) Building and site construction
- (c) Civil engineering
- (d) Comprehensive plan and land use experience
- (e) Zoning
- (f) Real estate and related market analysis experience

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. 1220**

AGENDA MEMORANDUM

REZONE

Date: May 22<sup>nd</sup>, 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.



**ORDINANCE NO. 1220**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 1512 JOHN ROSS ROAD, TAX MAP #168N-K-037 FROM R-1 RESIDENTIAL DISTRICT TO R-2 DUPLEX DISTRICT**

**WHEREAS**, Camille Stone, Source Stone Management, petitioned the East Ridge Planning Commission to recommend to the Mayor and Councilmembers of the City of East Ridge, Tennessee, the rezoning of property located at 1512 John Ross Road, Tax Map #168K-N-037 from R-1 Residential District to R-2 Duplex District. The property is more particularly described as follows:

*Lot 33, Glen Oaks Subdivision, Plat Book 37, Page 274, ROHC, Deed Book 11207, Page 750, ROHC. Tax Map 168N-K-037*

**WHEREAS**, the East Ridge Planning Commission held a public hearing on this petition on April 14, 2025, where it reviewed the rezoning request and heard and considered all statements concerning the petition; and

**WHEREAS**, the East Ridge Planning Commission, by motion, recommended denial of the rezoning petition on April 14, 2025; and

**WHEREAS**, the applicant has properly advertised in a paper of general circulation in the City of East Ridge that they will make application to the City Council of the City of East Ridge to request approval of the rezoning; and

**WHEREAS**, notices of the public hearing before the City Council of the City of East Ridge have been served upon all property owners in the City within a distance of 300 feet from the affected property; and

**WHEREAS**, the East Ridge City Council held a public hearing on May 22, 2025, at which time all interested parties were given an opportunity to be heard.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE**, as follows:

Section 1. That the zoning regulations and the zoning map of the City of East Ridge, Tennessee, be and the same hereby are amended to rezone the property located at 1512 John Ross Road, Tax Map #168K-N-037 from R-1 Residential District to R-2 Duplex District, for uses consistent with such zoning.

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

Approved on First Reading \_\_\_\_\_, 2025

Approved on Second Reading \_\_\_\_\_, 2025

\_\_\_\_\_  
Brian W. Williams, Mayor

ATTEST:

\_\_\_\_\_  
J. Scott Miller, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Mark W. Litchford, City Attorney

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.



## Zoning Change Application Form

<b>CASE NUMBER: 2025-0048</b>		<b>Date Submitted: 2/7/2025</b>	
Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed			
<b>1 Applicant Request</b>			
Rezone From: R-1		Rezone To: R-2	Total acres in request area: 0.88
<b>2 Applicant Requested Conditions</b>		Yes:	No: <input checked="" type="checkbox"/>
<b>3 Proposed Conditions – Attach a separate page if conditions won't fit in this box</b>			
N/A			
<b>4 Property Information</b>			
Property Address: 1512 John Ross Rd		Property Tax Map Number: 168K-N-037	
<b>5 Proposed Development</b>			
Reason for request/Project description:	Owner Occupied Short Term Vacation Rental (STVR)		
<b>6 Site Characteristics</b>			
Current Use:	Single Family Residential		
Adjacent Uses:	Residential		
<b>7 Applicant Information</b>			
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:	
<input type="checkbox"/> ← If the Applicants Information is the same as the Property Owners, please check the box to the left.			
<b>8 Property Owner Information</b> Only fill out this section if applicant is <u>not</u> 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	
<b>9 Applicant Signature and Consent</b>			
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: _____	
<b>Office Use Only:</b>			
<b>Checklist</b>			
<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: \$150	<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: 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. Low

Feb 7, 2025



**DISCLAIMER**

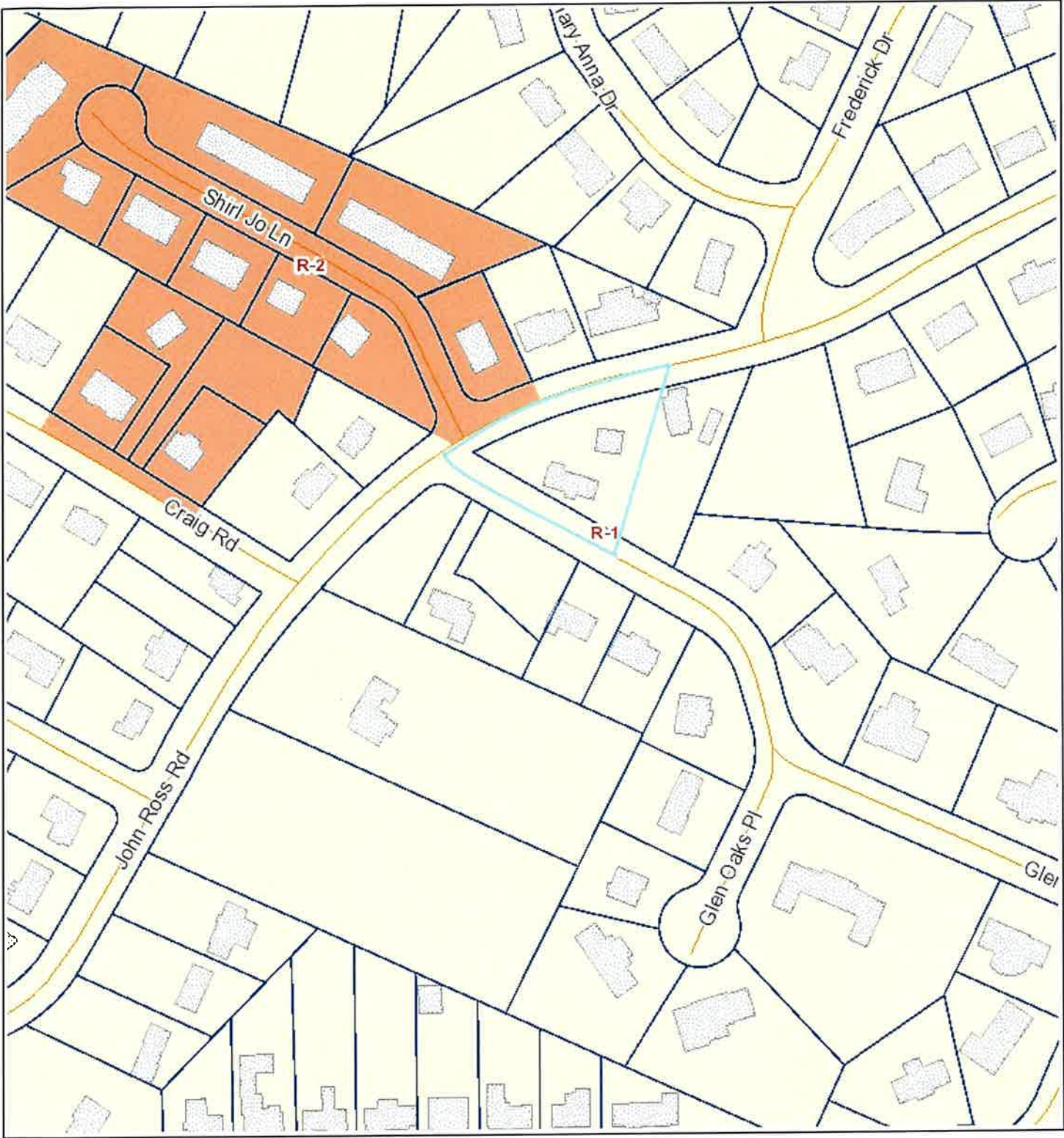
Site plans submitted as part of rezoning application are for informational purposes only, with the exception of Planned Unit Development Plans. Approval of the rezoning does not grant the applicant all development rights prescribed in the zoning district. Approval of the rezoning does not approve the 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

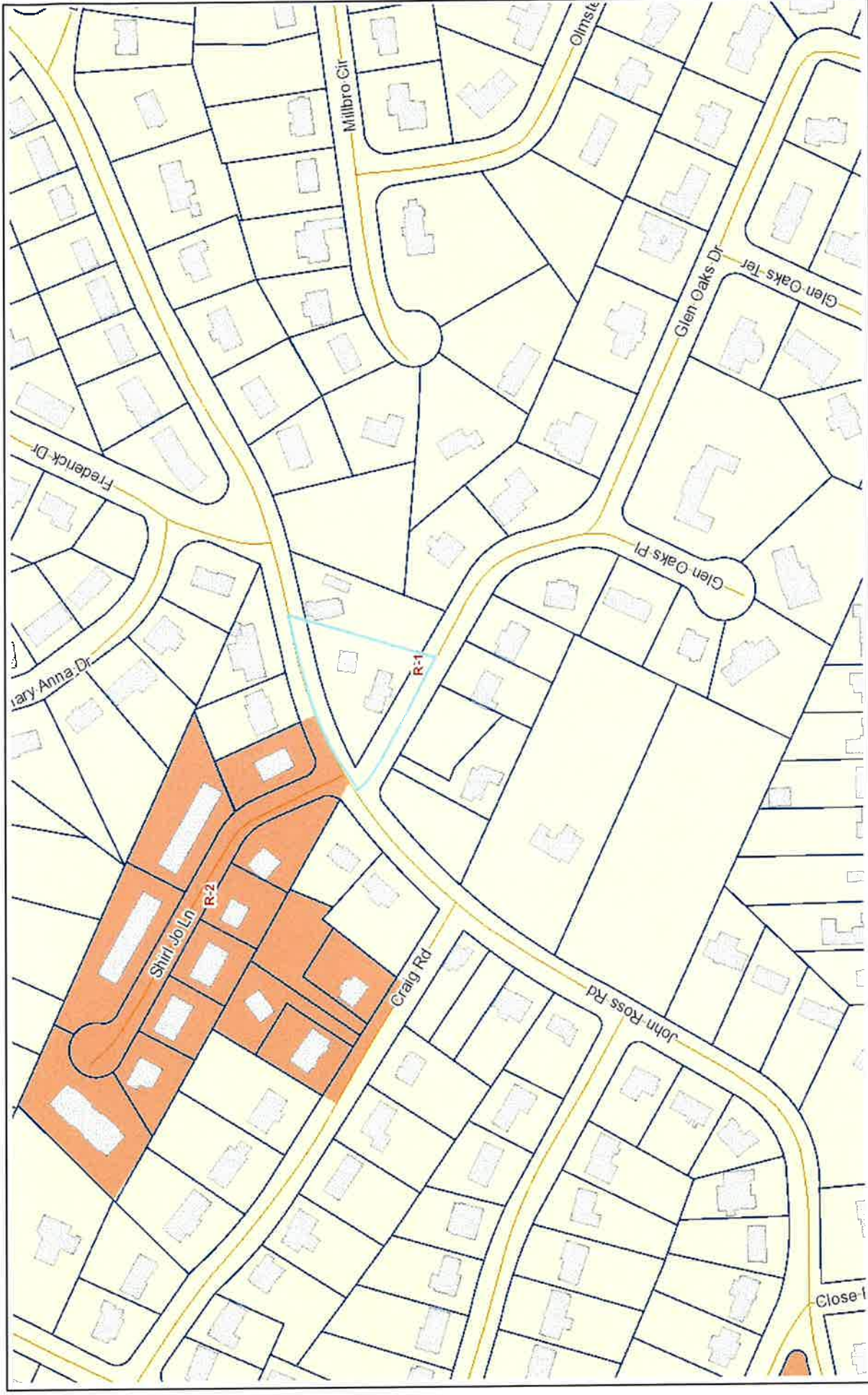


2025-0048 Rezoning from R-1 to R-2



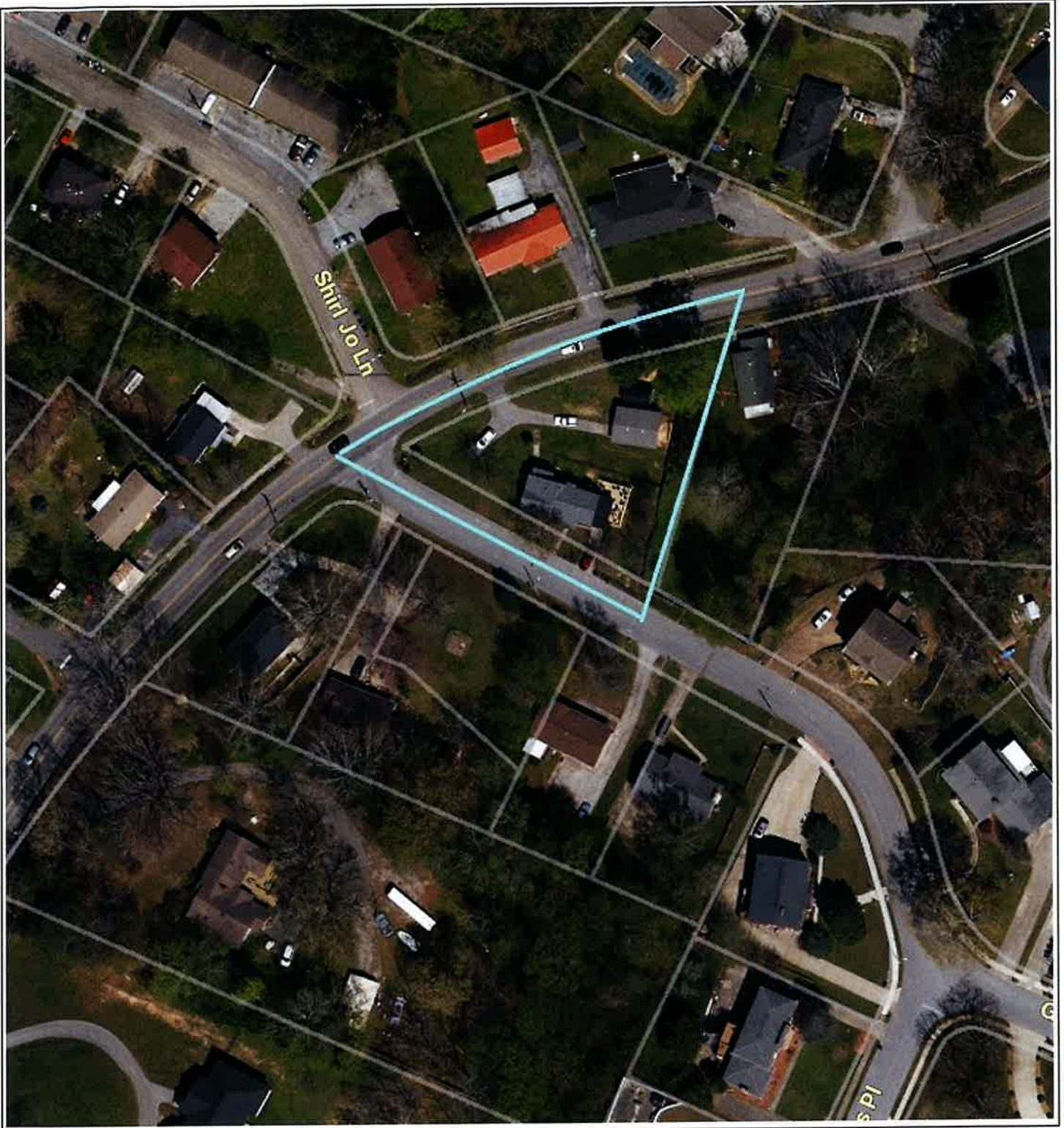


# 2025-0048 Rezoning from R-1 to R-2



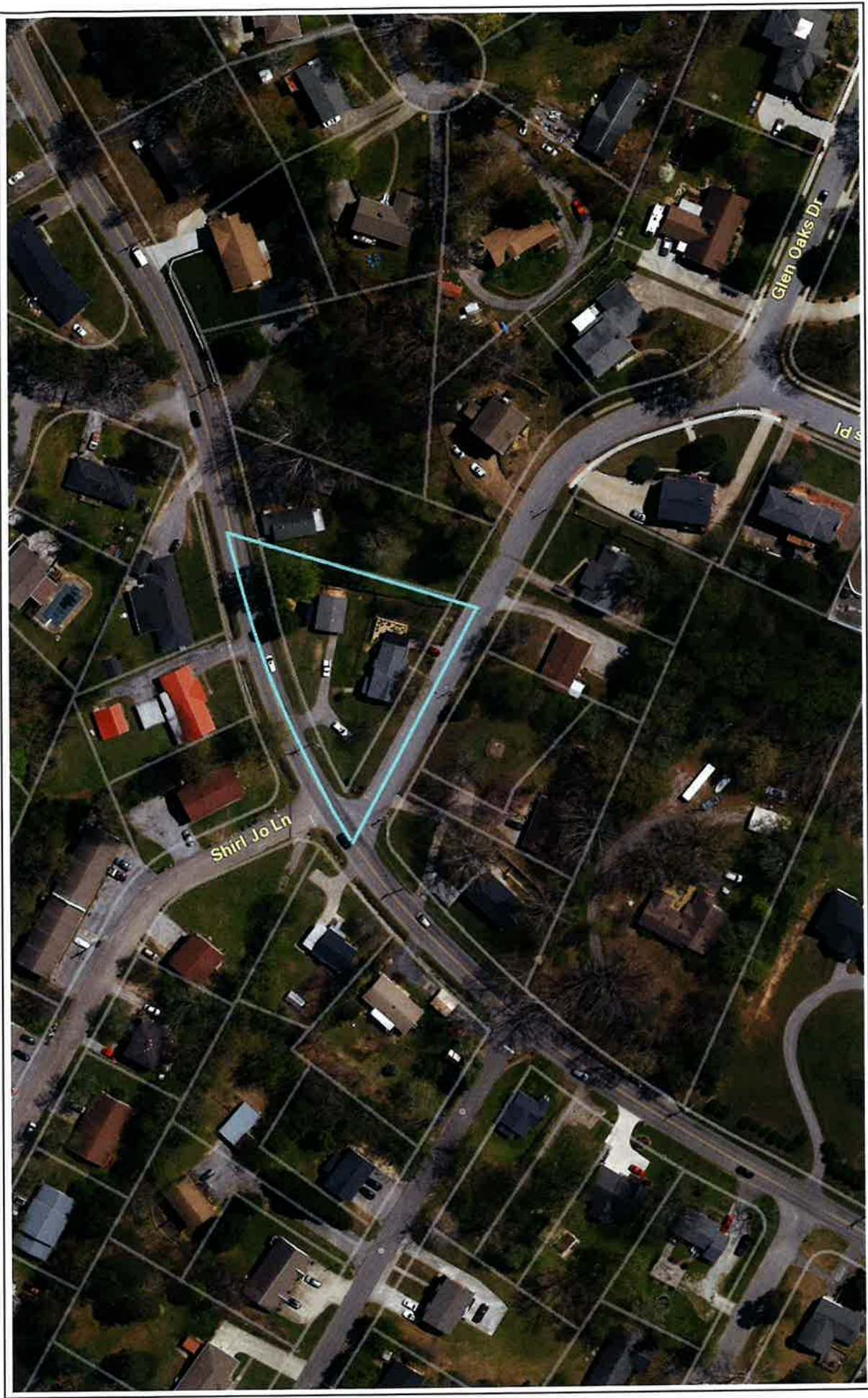


# 2025-0048 Rezoning from R-1 to R-2





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



**ORDINANCE NO. 1222**

**AGENDA MEMORANDUM**

**REZONE**

**Date: May 22<sup>nd</sup>, 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.

**ORDINANCE NO. 1222**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE AN UNADDRESSED PROPERTY, TAX MAP #169E-D-008, APPROXIMATELY 10.1 ACRES, FROM C-4 PLANNED COMMERCE CENTER DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT**

**WHEREAS**, Mitch Martino with Sterling Holdings, LLC, petitioned the East Ridge Planning Commission to recommend to the Mayor and Councilmembers of the City of East Ridge, Tennessee, the rezoning of a portion of a certain Unaddressed Property, Tax Map #169E-D-008, consisting of approximately 10.1 acres as set forth in that certain site map dated February 24, 2025, by engineer Scott Caldwell (CDE Project No. 2401218) attached hereto as Exhibit A in incorporated herein by reference, from C-4 Planned Commerce Center District to RZ-1 Zero Lot Line Residential District. The property is more particularly described as follows:

*Lot 1, Gateway Subdivision, Plat Book 130, Page 116, being the property described in Deed Book 11692, Page 848, ROHC. Tax Map 169E-D-008*

**WHEREAS**, the East Ridge Planning Commission held a public hearing on this petition on April 14, 2025, where it reviewed the rezoning request and heard and considered all statements concerning the petition; and

**WHEREAS**, the East Ridge Planning Commission, by motion, recommended approval of the rezoning petition on April 14, 2025; and

**WHEREAS**, the applicant has properly advertised in a paper of general circulation in the City of East Ridge that they will make application to the City Council of the City of East Ridge to request approval of the rezoning; and

**WHEREAS**, notices of the public hearing before the City Council of the City of East Ridge have been served upon all property owners in the City within a distance of 300 feet from the affected property; and

**WHEREAS**, the East Ridge City Council held a public hearing on May 22, 2025, at which time all interested parties were given an opportunity to be heard.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE**, as follows:

Section 1. That the zoning regulations and the zoning map of the City of East Ridge, Tennessee, be and the same hereby are amended to rezone a portion of the Unaddressed

Property located at Tax Map #169E-D-008, consisting of approximately 10.1 acres in the area set forth in Exhibit A attached hereto, from C-4 Planned Commerce Center District to RZ-1 Zero Lot Line Residential District, for uses consistent with such zoning. All other portions of said property shall remain C-4 Planned Commerce Center District.

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

Approved on First Reading \_\_\_\_\_, 2025

Approved on Second Reading \_\_\_\_\_, 2025

\_\_\_\_\_  
Brian W. Williams, Mayor

ATTEST:

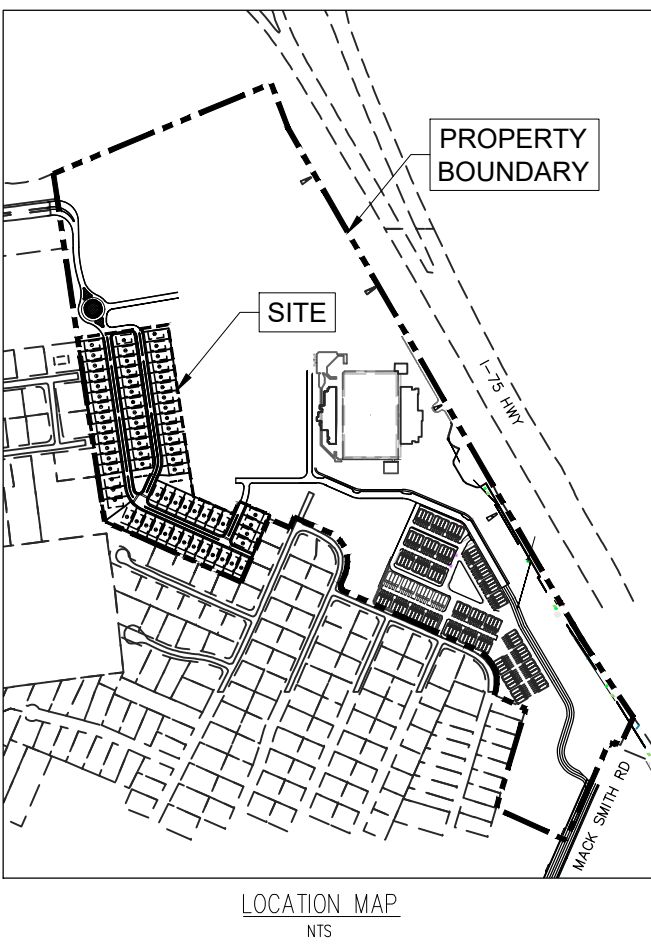
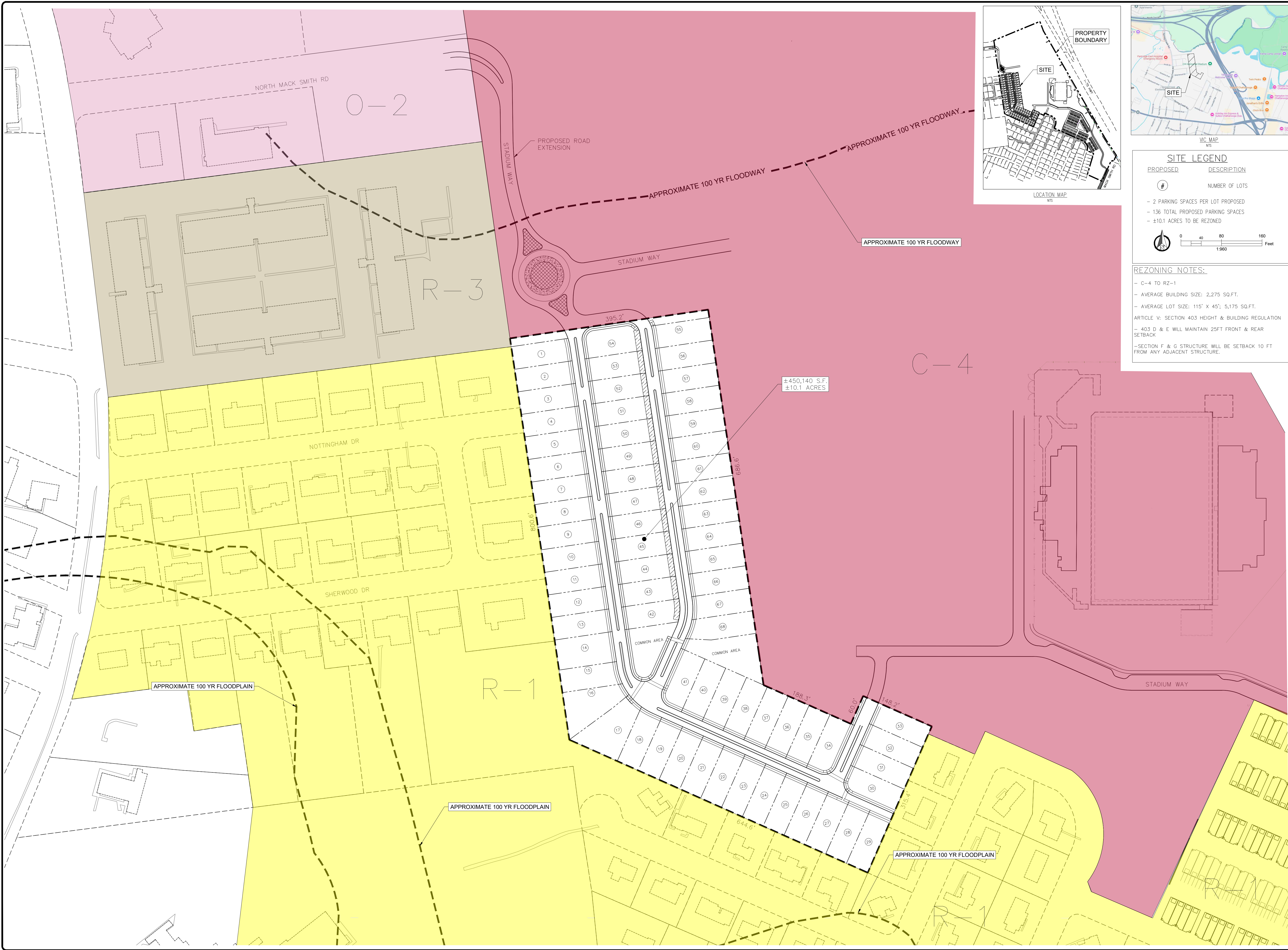
\_\_\_\_\_  
J. Scott Miller, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Mark W. Litchford, City Attorney

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.





**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  
10000 Highway 100, Suite 100  
Caldwell, TN 37024  
C: 615.715.9757 | F: 615.715.9757

CIVIL ENGINEER

**STAR COMMUNITY BUILDERS**

DEVELOPER

MAGNOLIA RESIDENTIAL DEVELOPMENT  
EAST RIDGE, TN 37408

PROJECT

REVISIONS	DATE

SCOTT CALDWELL  
REGISTERED ENGINEER  
No. 12245  
EXPIRATION DATE: 12-24-2025  
STATE OF TENNESSEE

DRAWN	SDC
CHECKED	SDC
DATE	2-24-2025
SCALE	SEE PLANS
CDE-PROJECT # 2401218	
SHEET NAME	
<b>MAGNOLIA REZONING</b>	
SHEET NUMBER	
—	



**ORDINANCE NO. 1223**

**AGENDA MEMORANDUM**

**REZONE**

Date: May 22<sup>nd</sup>, 2025

Submitted by:

A handwritten signature in blue ink, appearing to read 'Michael Howell', is written over a horizontal line.

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.

## **ORDINANCE NO. 1223**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 6419 MCCALL ROAD, TAX MAP #169E-D-005, FROM R-2 DUPLEX DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT**

**WHEREAS**, Mitch Martino with Sterling Holdings, LLC, petitioned the East Ridge Planning Commission to recommend to the Mayor and Councilmembers of the City of East Ridge, Tennessee, the rezoning of the property located at 6419 McCall Road, Tax Map #169E-D-005, from R-2 Duplex District to C-4 Planned Commerce Center District. The property is more particularly described as follows:

*Lot C, Lansdell Addition, Plat Book 18, Page 79, ROHC, Deed Book 13471, Page 811, ROHC. Tax Map 169E-D-005*

**WHEREAS**, the East Ridge Planning Commission held a public hearing on this petition on April 14, 2025, where it reviewed the rezoning request and heard and considered all statements concerning the petition; and

**WHEREAS**, the East Ridge Planning Commission, by motion, recommended approval of the rezoning petition on April 14, 2025; and

**WHEREAS**, the applicant has properly advertised in a paper of general circulation in the City of East Ridge that they will make application to the City Council of the City of East Ridge to request approval of the rezoning; and

**WHEREAS**, notices of the public hearing before the City Council of the City of East Ridge have been served upon all property owners in the City within a distance of 300 feet from the affected property; and

**WHEREAS**, the East Ridge City Council held a public hearing on May 22, 2025, at which time all interested parties were given an opportunity to be heard.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE**, as follows:

Section 1. That the zoning regulations and the zoning map of the City of East Ridge, Tennessee, be and the same hereby are amended to rezone the property located at 6419 McCall Road, Tax Map #169E-D-005, from R-2 Duplex District to C-4 Planned Commerce Center District, for uses consistent with such zoning.

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

Approved on First Reading \_\_\_\_\_, 2025

Approved on Second Reading \_\_\_\_\_, 2025

\_\_\_\_\_  
Brian W. Williams, Mayor

ATTEST:

\_\_\_\_\_  
J. Scott Miller, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Mark W. Litchford, City Attorney



## Zoning Change Application Form

<b>CASE NUMBER: 2025-0052</b>		<b>Date Submitted: 02/17/2025</b>	
Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed			
<b>1 Applicant Request</b>			
Rezoned From: R-2		Rezoned To: C-4	Total acres in request area: 0.565
<b>2 Applicant Requested Conditions</b>		Yes:	No: <input checked="" type="checkbox"/>
<b>3 Proposed Conditions – Attach a separate page if conditions won't fit in this box</b>			
None			
<b>4 Property Information</b>			
Property Address: 6419 McCall Rd		Property Tax Map Number: 169E-D-005	
<b>5 Proposed Development</b>			
Reason for request/Project description:		Acquired parcel to be added to the Gateway Mixed Used Development	
<b>6 Site Characteristics</b>			
Current Use:		Vacant	
Adjacent Uses:		Residential	
<b>7 Applicant Information</b>			
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.			
<b>8 Property Owner Information</b> Only fill out this section if applicant is <u>not</u> the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.			
Name:			
Address (street, city, state, zip):			
Phone:		Email:	
<b>9 Applicant Signature and Consent</b>			
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:	
<b>Office Use Only:</b>			
<b>Checklist</b>			
<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: 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**

North: Two-Family Residential & Mixed-Use under construction

East: Mixed-Use under construction

South: Single-Family Residential

West: 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**

Single-Family Residential

Two-Family Residential

Multi-Family Residential

Commercial

Office

Institutional

Warehouse/Storage

**CURRENT R-2 DISTRICT**

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**PROPOSED C-4 DISTRICT**

☐

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☒

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☒

**DEVELOPMENT STANDARDS**

Lot Size

Setbacks

**CURRENT R-2 DISTRICT**

10,000 sf

Front: 25'

Side: 10'

Rear: 25'

**PROPOSED C-4 DISTRICT**

N/A

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

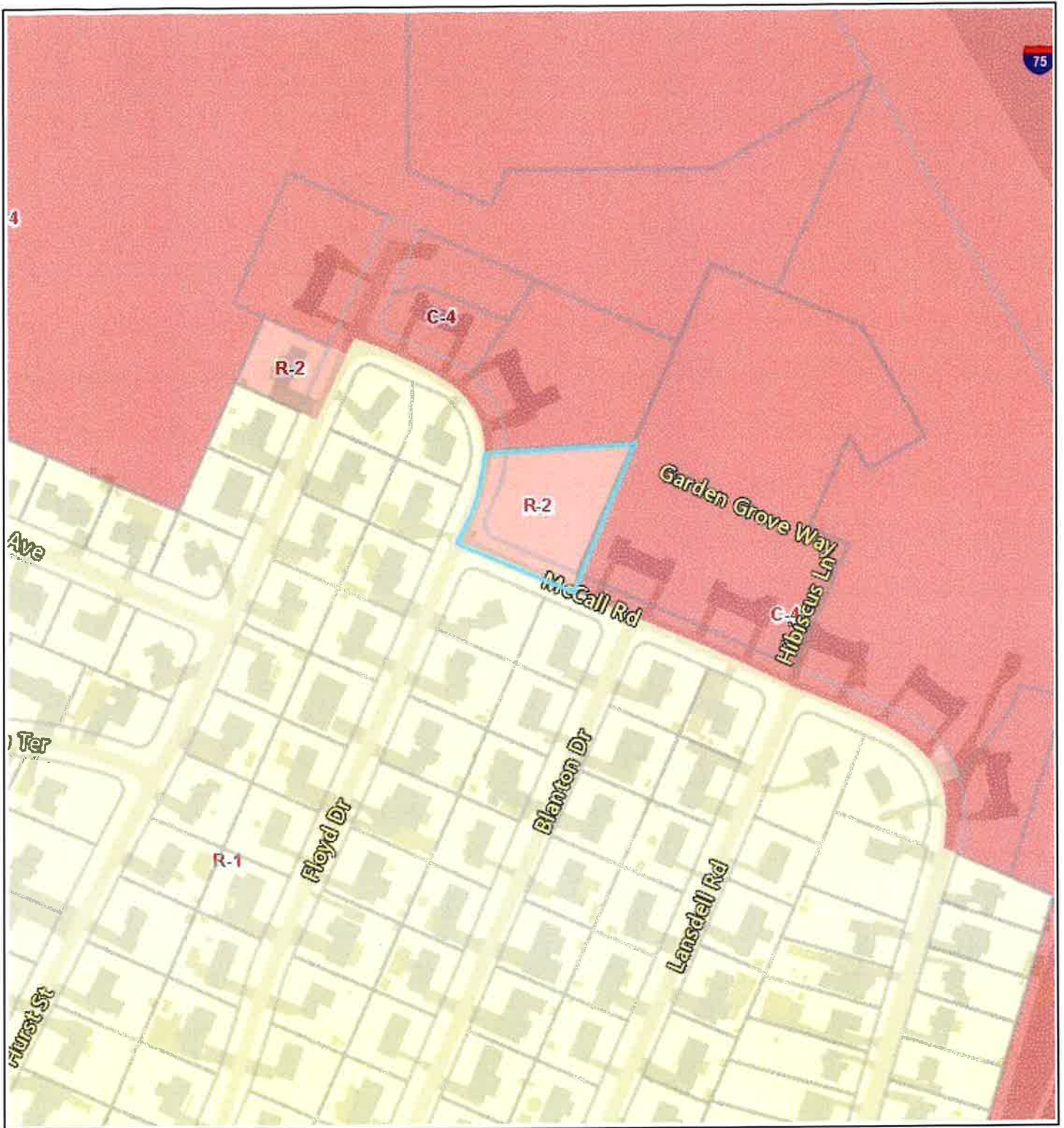
The property will be required to comply with landscaping, parking, and lighting requirements to mitigate nuisances to adjacent properties.

Chattanooga-Hamilton County RPA,

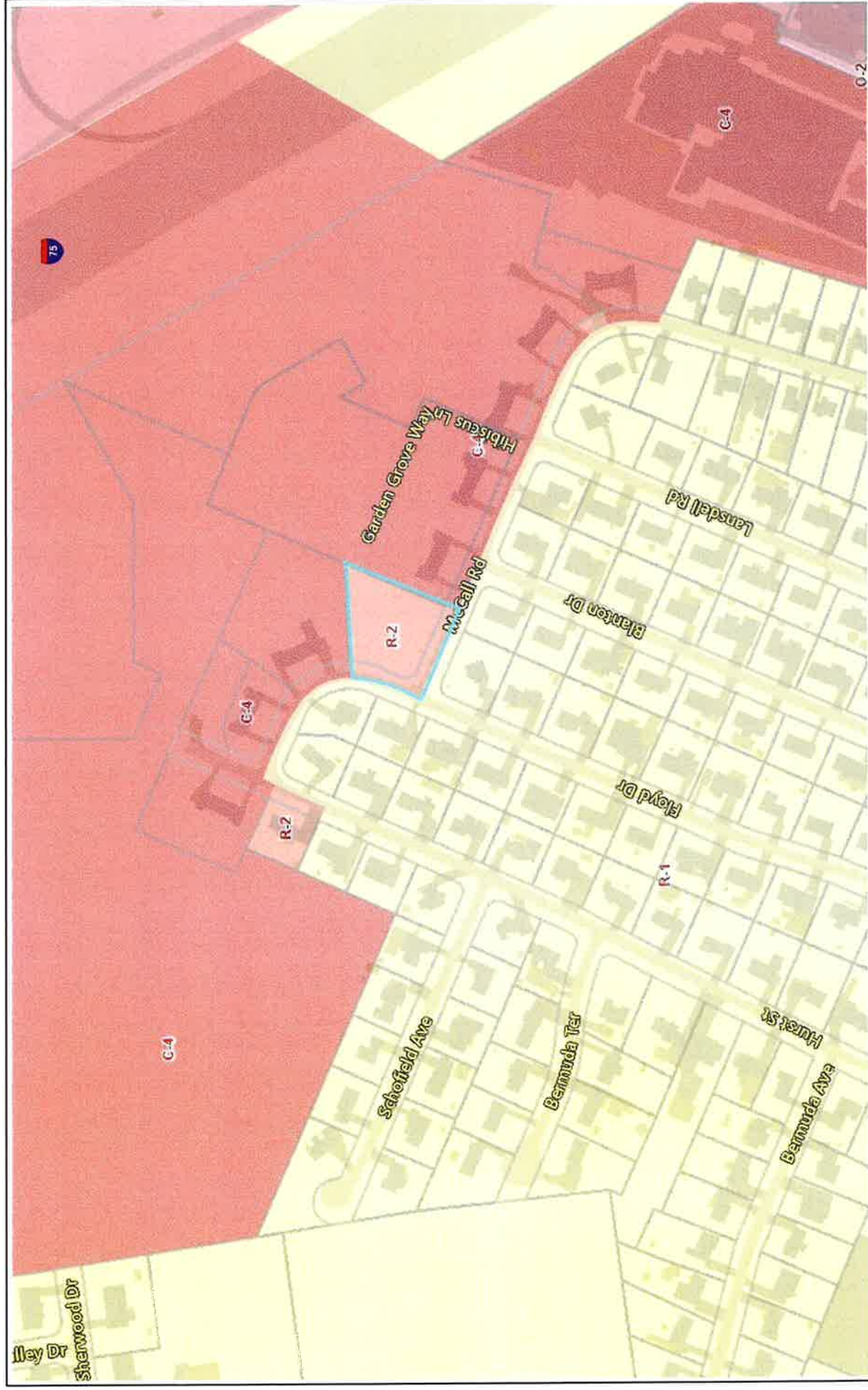
We are requesting to rezone Parcel 169E D 005 from R-2 to C-4. Parcel 169E D 005 was acquired after the initial rezoning of The Gateway Mixed Use Development which neighbors this parcel and is zoned C4. Rezoning Parcel 169E D 005 from R-2 to C-4 will allow for the parcel to be integrated into The Gateway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



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

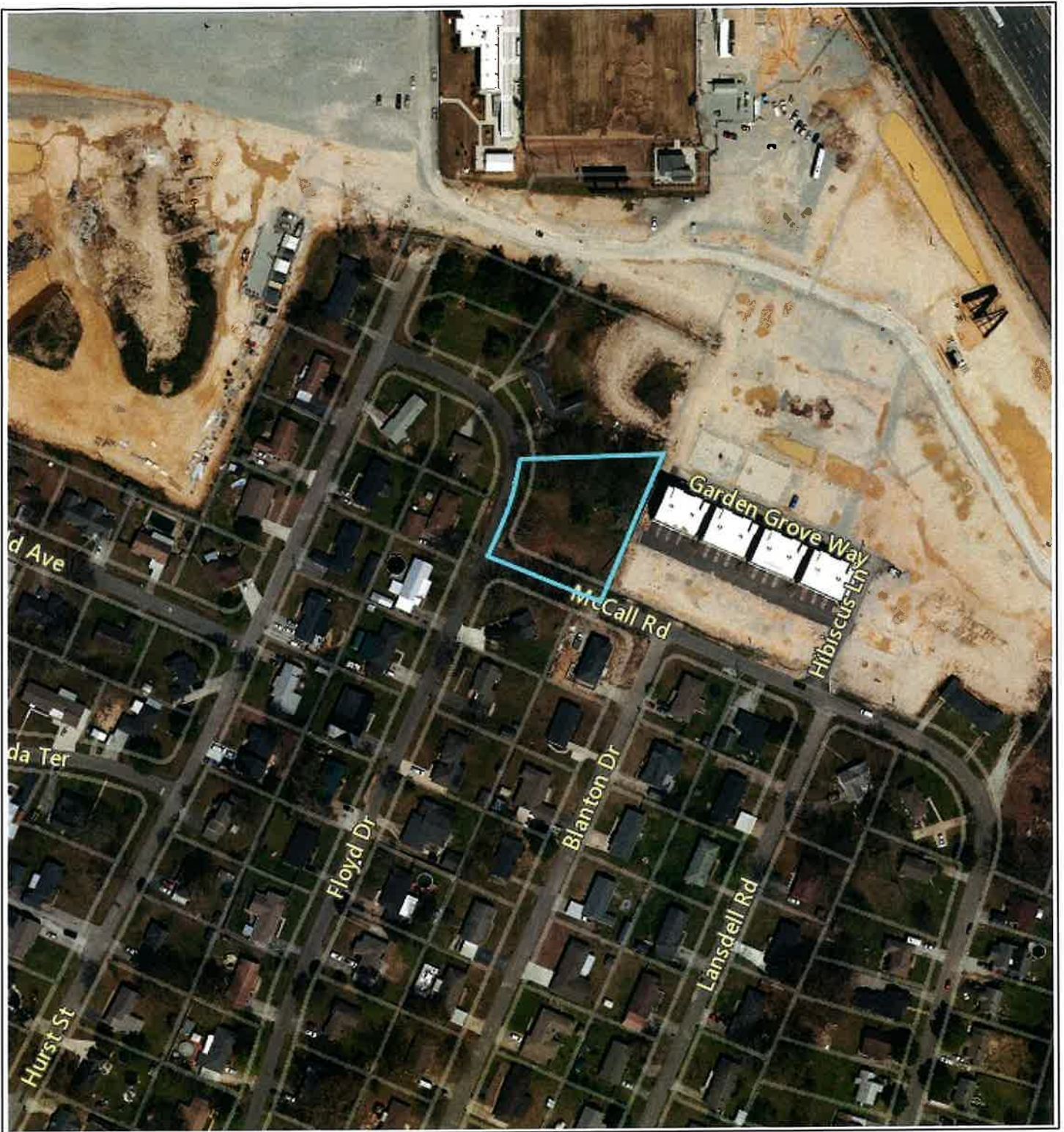


# 2025-0052 Rezoning from R-2 to C-4



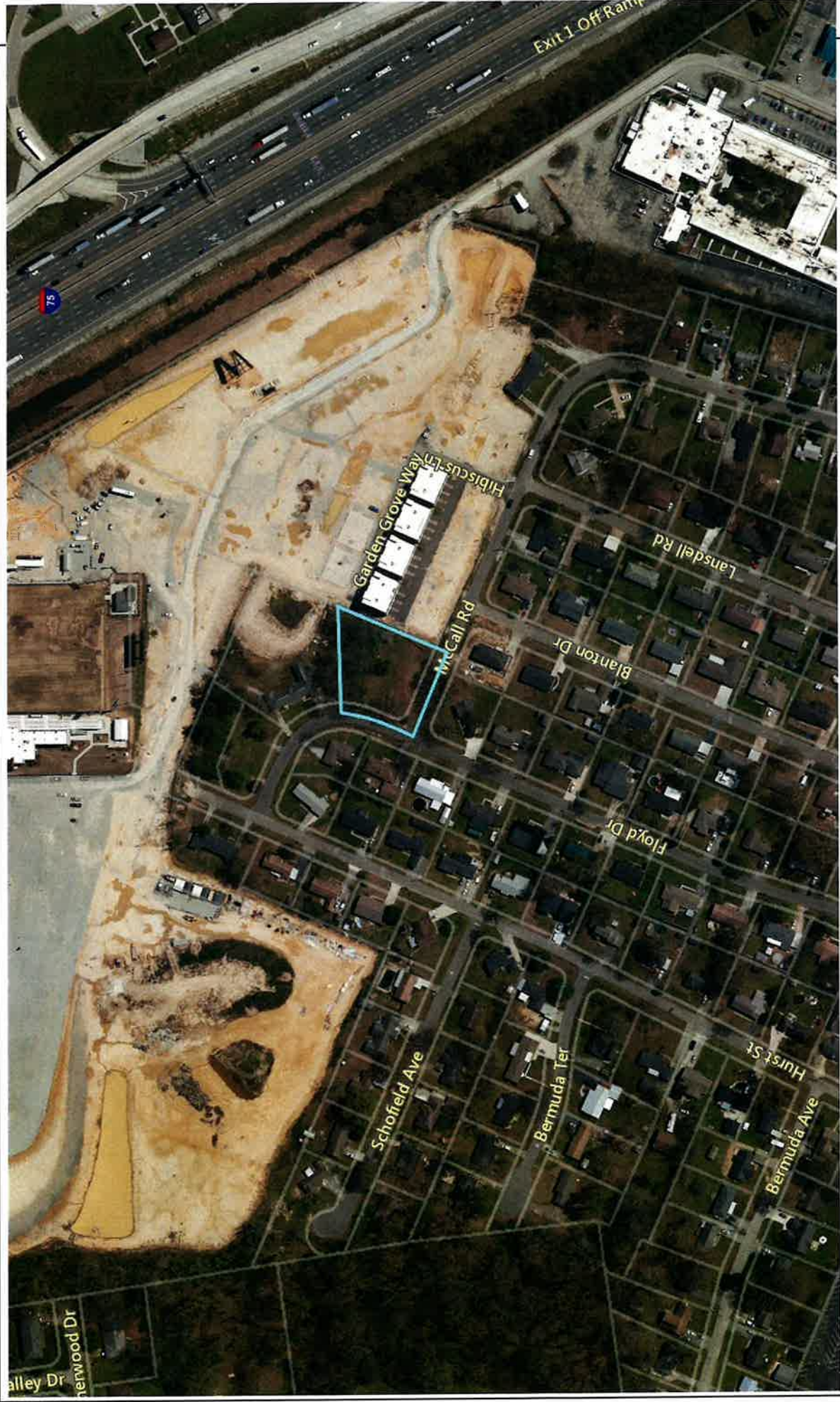


# 2025-0052 Rezoning from R-2 to C-4





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





X



## Tools

&gt;

### Parcel Information

STERLING HOLDINGS LLC

6419 MC CALL RD  
169E D 005

### Property Information

[View Additional Details](#) [Run a Report](#)  
[Add to Results](#)

6126

The map displays a residential area with a blue-shaded polygon labeled 6419. The polygon is situated near the intersection of McCall Rd and Garden Grove Way. Surrounding streets include Schofield Ave, Garden Grove Way, McCall Rd, Hixson Ln, and Barton Dr. Numerous house numbers are visible throughout the neighborhood, ranging from 6101 to 7271. The blue-shaded area is located near the intersection of McCall Rd and Garden Grove Way.



I want to...



Parcel Information



STERLING HOLDINGS LLC



6419 MC CALL RD

169E D 005



[Property Information](#)

[View Additional Details](#) [Run a Report](#) [Remove from Results](#)

1004

1004

1006

1003

1007

1011

6419

6423

6427

6431

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6463

6467

6471

6475

6501

6503

7143

7147

7151

7155

7163

7167

7171

7175

7183

7187

7191

7195

7203

7207

7211

7215

7223

7227

Garden Grove Way

7015

7011

7007

7003

6995

6991

6987

6983

7034

7030

7026

7022

7014

7010

7006

7002

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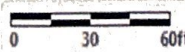


Base Map



WKID: 4326 Lat/Long ▲

Lat: 34.99550° N  
Lon: 85.21134° W





# GISMO 5



## Legend

- Address Labels
- Parcels

NAD\_1983\_StatePlane\_Tennessee\_FIPS\_4100\_Feet  
© Latitude Geographics Group Ltd.



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. 3685**

**AGENDA MEMORANDUM**

**Attached On-Premises Sign Variance**

**Date: May 22<sup>nd</sup>, 2025**

Submitted by:

A handwritten signature in blue ink, appearing to read 'Michael Howell', is written over a horizontal line.

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.



## **RESOLUTION NO. 3685**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING A VARIANCE TO SIGN ORDINANCE NO. 1028 FOR THE PROPERTY LOCATED AT 3611 RINGGOLD ROAD, TAX MAP # 168D-F-010**

**WHEREAS**, the City of East Ridge has adopted Sign Ordinance No. 1028 to regulate signage within the city limits; and

**WHEREAS**, Sign Ordinance No. 1028 currently allows for only one (1) detached on-premises sign per lot, which may be in the form of a ground or monument sign; and

**WHEREAS**, Mr. Nolberto Ayala, the owner of AK Roofing and More, located at 3611 Ringgold Road, Tax Map # 168D-F-010, has submitted a request seeking a variance from the requirements set forth in Sign Ordinance No. 1028 to install two LED message center signs on the building, one sign facing Germantown Road and one sign facing Ringgold Road.

**WHEREAS**, the City Council of the City of East Ridge has determined that such use is appropriate and desirable.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of East Ridge, Tennessee, that:

SECTION 1. The City Council hereby approves a variance request to the City's sign ordinance submitted by Mr. Nolberto Ayala, the owner of AK Roofing and More, located at 3611 Ringgold Road, Tax Map # 168D-F-010.

SECTION 2. The variance shall permit the installation of two LED message center signs on the building of AK Roofing and More, on sign facing Germantown Road and one sign facing Ringgold Road.

SECTION 3. All other requirements of Sign Ordinance No. 1028 shall remain in full force and effect unless otherwise amended by the City Council.

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

Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Brian W. Williams, Mayor

ATTEST:

\_\_\_\_\_  
J. Scott Miller, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Mark W. Litchford, City Attorney

## 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\*

Owner

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

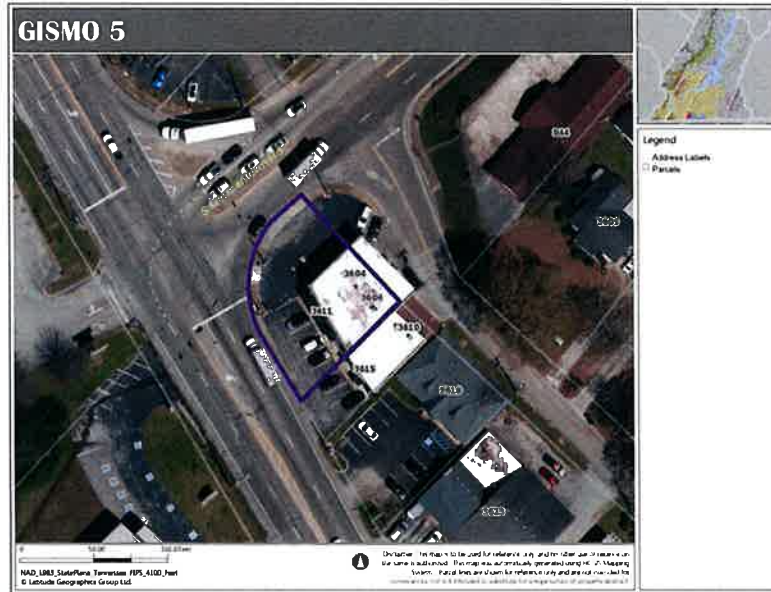
## Timeline

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

6:34



1 of 1



6:33



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

City CHATTANOOGA  
State TN  
Zip 37412

Address 3601 RINGGOLD RD

**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 **1980** 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
<b>Total</b>	<b>\$400.00</b>	<b>\$400.00</b>	<b>\$0.00</b>

### 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. 3686**

**AGENDA MEMORANDUM  
EAST RIDGE OPTIMIST CLUB FISHING RODEO**

May 22nd, 2025

Submitted By:

***Shawwna Skiles***

---

Shawwna Skiles, Parks and Recreation Director

**SUBJECT: Facility Use Request for Annual Fishing Rodeo**

The East Ridge Optimist Club, a 501(c)(4) organization, has requested the use of Dickert Pond at Camp Jordan for their Annual Fishing Rodeo for kids. The event is scheduled for June 7th, 2025, from 8:00 AM to 2:00 PM. David Tyler, a representative of the East Ridge Optimist Club, is asking the city to waive the fees associated with renting equipment and the pond for the day.

The total rental fees for the event would be \$125 for equipment and zero for the pond. This event is free for the community, with sponsors covering all fishing supplies and food for the day. The Optimist Club has met all requirements of the Facility Waiver Policy established in 2023, and all necessary paperwork is on file with the City Recorder.

**Recommendation:** Staff recommends waving the fees to support this event.

SS

**RESOLUTION NO. 3686**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF EAST RIDGE, TENNESSEE, ALLOWING THE  
EAST RIDGE OPTIMIST CLUB TO USE THE DICKERT  
POND AT CAMP JORDAN TO HOLD A FISHING  
RODEO AND WAIVE THE FEES FOR SUCH USAGE**

**WHEREAS**, the East Ridge Optimist Club, a 501(c)(4) organization, is an active group that works to make a positive difference in the lives of children in East Ridge and the surrounding areas; and

**WHEREAS**, the East Ridge Optimist Club has scheduled a Fishing Rodeo for June 7, 2025, at Dickert Pond at Camp Jordan as a free activity for children to learn to fish; and

**WHEREAS**, the East Ridge Optimist Club is requesting that the City waive the fee for use of Dickert Pond at Camp Jordan in order to give the children of East Ridge and the surrounding areas an opportunity to participate in this important activity; and

**WHEREAS**, East Optimist Club 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 Optimist Club will be allowed to use Dickert Pond at Camp Jordan on June 7, 2025, for their annual Fishing Rodeo event 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

# FACILITY RENTAL FEE WAIVER REQUEST FORM

Organization Name: East Ridge Optimist Club

Contact Name: Email: flynmoose@me.com (Jim Howard)

Address: 6609 Hilton Dr. East Ridge, TN 37412

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

If "Other" Please Specify: \_\_\_\_\_

Date(s) of event: Facility(s) requested: \_\_\_\_\_

Name and Purpose of Event: \* Recreation Center - Meetings 2<sup>nd</sup> and 4<sup>th</sup> Tue  
of every mo.

\* Camp Jordan - Dickert Pond and adjacent parking area.  
June 7, 2025 from 8:00 AM 2:00 pm fishing rodeo

\* East Ridge Fall Festival - Booth

\* East Ridge City Hall front parking lot. Boo B Que  
Nov 1, 2025 Annual fundraiser

Describe Frequency of Event:

meetings will be twice monthly and every other  
event will be a one time event.

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: Ginger Howard

Date: May 7, 2025

Printed Name: Ginger Howard

Title: Lt. Governor Zone 10



6609 Hilton Drive, East Ridge, TN 37412  
Cell (423) 321-9870

E-mail [flynmoose@me.com](mailto:flynmoose@me.com)  
[www.eastridgeoptimistclub.org](http://www.eastridgeoptimistclub.org)

March 4, 2025

Shawwna Sikes,  
City of East Ridge  
Director of Parks & Recreation  
323 Camp Jordan Parkway  
East Ridge, TN 37412

Dear Shawwna,

The East Ridge Optimist Club would like to request the use of the following East Ridge properties for our club meetings, youth events and to raise funds so that we can give back to the youth and our community.

- **East Ridge Recreation Center:** Where we will conduct our Optimist Club meetings on the 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays of each month from 6:30pm to 8:30pm.
- **Camp Jordan – Dickert Pond, Dock and adjacent parking areas:** Event will be held on June 7<sup>th</sup>, 2025 from 8:00am to 2:00pm. We will need this area to set up for our annual Fishing Rodeo.
- **East Ridge Fall Festival:** We will set up a booth to provide information about the East Ridge Optimist Clubs mission and purpose for the youth and our community.
- **East Ridge City Hall front Parking Lot:** Event will be held on November 1<sup>st</sup>, 2025. We will need this area to set up for our annual Booo-B-Q fund raiser.

Thank you for your consideration regarding these requests. It would really help our organization to have any associated fees waived since we depend solely on donations and fund raisers to provide the services we do for our youth and our community.

Best regards,  
Jim Howard  
Club President  
East Ridge Optimist Club  
(423) 321-9870



April 28, 2024

The Financial Review Committee has reviewed the books for the account of the East Ridge TN Optimist Club as of September 30, 2024, including the statements of receipts and disbursements, and, including an analysis of all monies on deposit or invested in securities, supplemented by statements of receipts and disbursements in the conduct of Club business and activities. These financial statements are the responsibility of the Officers of East Ridge TN Optimist Club. Our responsibility is to express an opinion on these financial statements based upon our review.

In our opinion the financial statements referred to above present fairly, in all material respects, the financial position of the East Ridge TN Optimist Club as of September 30, 2024. The expenditures appear to be for permissible expenses, and all receipts and expenses appear to have been accounted for properly.

Signed	Print	Date:
<u>Carolyn Tucker</u>	Carolyn Tucker	4-28-25
<u>David Witt</u>	David Witt	4-28-25
<u>Sandra Patterson</u>	Sandra Patterson	4-28-25

**EAST RIDGE OPTIMIST CLUB  
INCOME AND EXPENSE  
FYE 9/20/24**

DUES RECEIVED FROM MEMBERS	4,525.60	
KARS FOR KIDS CAR SHOW INCOME	8,185.82	
BOO-B-QUE SALES INCOME	3,755.58	
MISCELLANEOUS DONATIONS RECEIVED	500.00	
SPRING MARKET INCOME	246.73	
FALL FESTIVAL INCOME	23.00	
HELP MAMA FEED HER FAMILY FOOD DRIVE	167.00	
OI FOUNDATION 365 CLUB DONATIONS	379.00	
<b>TOTAL INCOME</b>		<b>17,782.73</b>
OPTIMIST INTERNATIONAL MEMBER DUES	(2,713.59)	
OI APPLICATION FEES	(45.00)	
GATEWAY DISTRICT MEMBER DUES	(508.00)	
MISCELLANEOUS ADMINISTRATIVE EXPENSE	(679.30)	
BANK FEES	(22.34)	
OFFICER INSTALLATION	(584.59)	
KARS FOR KIDS CAR SHOW EXPENSE	(4,021.37)	
BOO-B-QUE EXPENSE	(1,481.18)	
SPRING MARKET EXPENSE	(36.04)	
FALL FESTIVAL EXPENSE	(109.84)	
FISHING RODEO EXPENSE	(1,430.89)	
911 LUNCHEON EXPENSE	(353.40)	
EAST RIDGE POLICE DEPT-INJURED OFFICER	(250.00)	
EAST RIDGE COMMUNITY FOOD PANTRY	(665.00)	
ERHS STUDENT SCHOLARSHIP	(500.00)	
ORATORICAL SCHOLARSHIP CONTEST	(38.42)	
ERHS BANNER FOR FOOTBALL FIELD	(250.00)	
<b>TOTAL EXPENSE</b>		<b>(13,688.96)</b>
<b>NET INCOME</b>		<b>4,093.77</b>

BEGINNING BANK BALANCE ON 10/1/23	8,591.20
ENDING BANK BALANCE ON 9/30/24	12,684.97
	<u>4,093.77</u>



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b>
	<b>PHONE (A/C No. Ext):</b> 800-503-9227 <b>FAX (A/C No.):</b> 515-365-3005
	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0G07163
	<b>INSURER(S) AFFORDING COVERAGE</b>
	<b>INSURER A:</b> Philadelphia Indemnity Insurance Co
	<b>INSURER B:</b>
	<b>INSURER C:</b>
	<b>INSURER D:</b>
	<b>INSURER E:</b>
	<b>INSURER F:</b>

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	<input type="checkbox"/> OTHER						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 06/07/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Optimist Club Annual Fishing Rodeo event to be held at Camp Jordan-Dickert Pond, 323 Camp Jordan Pkwy., East Ridge, TN 37412 on 06/07/2025 .

## CERTIFICATE HOLDER

City of East Ridge  
1507 Tombras Ave.  
East Ridge, TN 37412

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen Miller*



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

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<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b>	
	<b>PHONE</b> 800-503-9227	<b>FAX</b>
	<b>(A/C No. Ext):</b>	
	<b>EMAIL:</b> Sr. Vice President   CA License #0G07163	
	<b>ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER A:</b> Philadelphia Indemnity Insurance Co	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ excluded
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
	PRODUCTS - COMP/OP AGG	\$ 2,000,000						
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>  <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b>  <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below  Y/N <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
	<b>OTHER:</b>							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 09/27/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Fall Festival event to be held at 323 Camp Jordan Pkwy., East Ridge, TN 37412 on 09/27/2025 and 09/28/2025 .

## CERTIFICATE HOLDER

City of East Ridge  
1507 Tombras Ave.  
East Ridge, TN 37412

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen N. Miller*





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

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<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b> <b>PHONE</b> 800-503-9227 <b>FAX</b> (A/C No. Ext): <b>EMAIL</b> Sr. Vice President   CA License #0G07163 <b>ADDRESS:</b>
	<b>INSURER(S) AFFORDING COVERAGE</b> <b>INSURER A:</b> Philadelphia Indemnity Insurance Co <b>INSURER B:</b> <b>INSURER C:</b> <b>INSURER D:</b> <b>INSURER E:</b> <b>INSURER F:</b>
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>NAIC #</b> 23841

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	<input type="checkbox"/> OTHER						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
Effective 10/04/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Optimist Club-River Rescue event to be held at Spring Creek Streets Dept., 1015 Yale St., East Ridge, TN 37412 on 10/04/2025 .

<b>CERTIFICATE HOLDER</b> City of East Ridge 1507 Tombras Ave. East Ridge, TN 37412	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Stephen Miller</i>
--	---



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

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<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C No, Ext):</b> 800-503-9227	<b>FAX (A/C No):</b> 515-365-3005	
	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0607163		
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A : Philadelphia Indemnity Insurance Co		23841
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
INSURER F :			

## COVERAGES

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<b>COMMERCIAL GENERAL LIABILITY</b>  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/>  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE	\$ 1,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
							MED EXP (Any one person)	\$ excluded	
							PERSONAL & ADV INJURY	\$ 1,000,000	
							GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$ 2,000,000	
A	<b>AUTOMOBILE LIABILITY</b>  ANY AUTO  OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
							BODILY INJURY (Per person)	\$	
							BODILY INJURY (Per accident)	\$	
							PROPERTY DAMAGE (Per accident)	\$	
									\$
									\$
									\$
									\$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b>  DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE	\$	
							AGGREGATE	\$	
									\$
									\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below  Y/N <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>				PER STATUTE	OTH-ER	
							E.L. EACH ACCIDENT	\$	
							E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	
OTHER									

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 11/01/2025 include East Ridge City Hall as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Annual Boo-B-Q event to be held at East Ridge City Hall, 1517 Tombras Ave., East Ridge, TN 37412 (Front and Surrounding Parking Area) on 11/01/2025 .

## CERTIFICATE HOLDER

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

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen Miller*



# CERTIFICATE OF LIABILITY INSURANCE

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	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0G07163		
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A : Philadelphia Indemnity Insurance Co		23841
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	INSURER D :		
	INSURER E :		
	INSURER F :		

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A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE  DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 05/05/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Optimist Club Meeting Venue event to be held at East Ridge Senior Recreation Center, 1517 Tombras Ave., East Ridge, TN 37412 on 05/05/2025 through Term of the Policy .

## CERTIFICATE HOLDER

City of East Ridge  
1507 Tombras Ave.  
East Ridge, TN 37412

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen Miller*



**RESOLUTION NO. 3687**

**AGENDA MEMORANDUM  
EAST RIDGE OPTIMIST CLUB**

May 22nd, 2025

Submitted By:

***Shawwna Skiles***

---

Shawwna Skiles, Parks and Recreation Director

**SUBJECT: Facility Use Request for East Ridge Optimist Club**

The East Ridge Optimist Club is requesting the use of the following facilities from the Parks and Recreation Department for the June 2025 - May 2026 calendar year:

1. **East Ridge Community Center:** The club seeks to use the Community Center on the second and fourth Tuesday of each month for their meetings, which will be held from 6:00 PM to 8:30 PM. They will handle the setup, breakdown, and cleaning of the room after each meeting.
2. **City Hall Front Parking Lot:** The club requests the use of the parking lot at City Hall for their annual Boo B Que event on November 1st, 2025. Profits from this fundraiser will support various youth and community events, including the Fishing Rodeo, Scholarships, Youth Appreciation, Optimist Day, and other activities benefiting the youth and community of East Ridge.

The club has met all requirements of the Facility Waiver Policy established in 2023, and all necessary paperwork is on file with the City Recorder.

**Recommendation:** Staff recommends waiving the facility fees to support these events.

SS

**RESOLUTION NO. 3687**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, ALLOWING THE EAST RIDGE OPTIMIST CLUB TO USE THE EAST RIDGE COMMUNITY CENTER AND THE CITY HALL FRONT PARKING LOT AND WAIVE THE FEES FOR SUCH USAGE**

**WHEREAS**, the East Ridge Optimist Club, a 501(c)(4) organization, is an active group that works to make a positive difference in the lives of children in East Ridge and the surrounding areas; and

**WHEREAS**, East Ridge Optimist Club has requested the use of the East Ridge Community Center on the second and fourth Tuesday of each month from 6 PM to 8:30 PM between June 1, 2025, and May 31, 2026, for the Optimist Club meetings; and

**WHEREAS**, East Ridge Optimist Club has requested the use of the City Hall front parking lot on November 1, 2025, for their annual Boo-B-Que event, which all proceeds will support various youth and community projects that help the children of East Ridge and surroundings areas; and

**WHEREAS**, East Ridge Optimist Club is asking the City of East Ridge to waive the fees for use of the Community Center and City Hall front parking lot on these dates; and

**WHEREAS**, East Optimist Club 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:

**SECTION 1.** The East Ridge Optimist Club will be allowed to use East Ridge Community Center on the second and fourth Tuesday of each month from 6 PM to 8:30 PM between June 1, 2025, and May 31, 2026, for the Optimist Club meetings.

**SECTION 2.** The East Ridge Optimist Club will be allowed to use the City Hall front parking lot on November 1, 2025, for their annual Boo-B-Que event.

**SECTION 3.** That 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

# FACILITY RENTAL FEE WAIVER REQUEST FORM

Organization Name: East Ridge Optimist Club

Contact Name: Email: flynmoose@me.com (Jim Howard)

Address: 6609 Hilton Dr. East Ridge, TN 37412

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

If "Other" Please Specify: \_\_\_\_\_

Date(s) of event: Facility(s) requested: \_\_\_\_\_

Name and Purpose of Event: \* Recreation Center - Meetings 2<sup>nd</sup> and 4<sup>th</sup> Tue  
of every mo.

\* Camp Jordan - Dickert Pond and adjacent parking area.  
June 7, 2025 from 8:00 AM 2:00 pm fishing rodeo

\* East Ridge Fall Festival - Booth

\* East Ridge City Hall front parking lot. Boo B Que  
Nov 1, 2025 Annual fundraiser

Describe Frequency of Event:

meetings will be twice monthly and every other  
event will be a one time event.

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: Ginger Howard

Date: May 7, 2025

Printed Name: Ginger Howard

Title: Lt. Governor Zone 10

6609 Hilton Drive, East Ridge, TN 37412  
Cell (423) 321-9870

E-mail [flynmoose@me.com](mailto:flynmoose@me.com)  
[www.eastridgeoptimistclub.org](http://www.eastridgeoptimistclub.org)

March 4, 2025

Shawwna Sikes,  
City of East Ridge  
Director of Parks & Recreation  
323 Camp Jordan Parkway  
East Ridge, TN 37412

Dear Shawwna,

The East Ridge Optimist Club would like to request the use of the following East Ridge properties for our club meetings, youth events and to raise funds so that we can give back to the youth and our community.

- **East Ridge Recreation Center:** Where we will conduct our Optimist Club meetings on the 2<sup>nd</sup> & 4<sup>th</sup> Tuesdays of each month from 6:30pm to 8:30pm.
- **Camp Jordan – Dickert Pond, Dock and adjacent parking areas:** Event will be held on June 7<sup>th</sup>, 2025 from 8:00am to 2:00pm. We will need this area to set up for our annual Fishing Rodeo.
- **East Ridge Fall Festival:** We will set up a booth to provide information about the East Ridge Optimist Clubs mission and purpose for the youth and our community.
- **East Ridge City Hall front Parking Lot:** Event will be held on November 1<sup>st</sup>, 2025. We will need this area to set up for our annual Booo-B-Q fund raiser.

Thank you for your consideration regarding these requests. It would really help our organization to have any associated fees waived since we depend solely on donations and fund raisers to provide the services we do for our youth and our community.

Best regards,  
Jim Howard  
Club President  
East Ridge Optimist Club  
(423) 321-9870



April 28, 2024

The Financial Review Committee has reviewed the books for the account of the East Ridge TN Optimist Club as of September 30, 2024, including the statements of receipts and disbursements, and, including an analysis of all monies on deposit or invested in securities, supplemented by statements of receipts and disbursements in the conduct of Club business and activities. These financial statements are the responsibility of the Officers of East Ridge TN Optimist Club. Our responsibility is to express an opinion on these financial statements based upon our review.

In our opinion the financial statements referred to above present fairly, in all material respects, the financial position of the East Ridge TN Optimist Club as of September 30, 2024. The expenditures appear to be for permissible expenses, and all receipts and expenses appear to have been accounted for properly.

Signed	Print	Date:
<u>Carolyn Tucker</u>	Carolyn Tucker	4-28-25
<u>David Witt</u>	David Witt	4-28-25
<u>Sandra Patterson</u>	Sandra Patterson	4-28-25

**EAST RIDGE OPTIMIST CLUB  
INCOME AND EXPENSE  
FYE 9/20/24**

DUES RECEIVED FROM MEMBERS	4,525.60	
KARS FOR KIDS CAR SHOW INCOME	8,185.82	
BOO-B-QUE SALES INCOME	3,755.58	
MISCELLANEOUS DONATIONS RECEIVED	500.00	
SPRING MARKET INCOME	246.73	
FALL FESTIVAL INCOME	23.00	
HELP MAMA FEED HER FAMILY FOOD DRIVE	167.00	
OI FOUNDATION 365 CLUB DONATIONS	379.00	
<b>TOTAL INCOME</b>		<b>17,782.73</b>
OPTIMIST INTERNATIONAL MEMBER DUES	(2,713.59)	
OI APPLICATION FEES	(45.00)	
GATEWAY DISTRICT MEMBER DUES	(508.00)	
MISCELLANEOUS ADMINISTRATIVE EXPENSE	(679.30)	
BANK FEES	(22.34)	
OFFICER INSTALLATION	(584.59)	
KARS FOR KIDS CAR SHOW EXPENSE	(4,021.37)	
BOO-B-QUE EXPENSE	(1,481.18)	
SPRING MARKET EXPENSE	(36.04)	
FALL FESTIVAL EXPENSE	(109.84)	
FISHING RODEO EXPENSE	(1,430.89)	
911 LUNCHEON EXPENSE	(353.40)	
EAST RIDGE POLICE DEPT-INJURED OFFICER	(250.00)	
EAST RIDGE COMMUNITY FOOD PANTRY	(665.00)	
ERHS STUDENT SCHOLARSHIP	(500.00)	
ORATORICAL SCHOLARSHIP CONTEST	(38.42)	
ERHS BANNER FOR FOOTBALL FIELD	(250.00)	
<b>TOTAL EXPENSE</b>		<b>(13,688.96)</b>
<b>NET INCOME</b>		<b>4,093.77</b>

BEGINNING BANK BALANCE ON 10/1/23	8,591.20
ENDING BANK BALANCE ON 9/30/24	12,684.97
	4,093.77



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C No. Ext):</b> 800-503-9227	<b>FAX (A/C No.):</b> 515-365-3005	
	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0G07163		
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A: Philadelphia Indemnity Insurance Co		23841
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY  <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE	\$ 1,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
							MED EXP (Any one person)	\$ excluded	
							PERSONAL & ADV INJURY	\$ 1,000,000	
							GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$ 2,000,000	
A	<input type="checkbox"/> AUTOMOBILE LIABILITY  <input type="checkbox"/> ANY AUTO  <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY  <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
							BODILY INJURY (Per person)	\$	
							BODILY INJURY (Per accident)	\$	
							PROPERTY DAMAGE (Per accident)	\$	
									\$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB  DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE	\$	
							AGGREGATE	\$	
									\$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below  Y/N <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>				PER STATUTE	OTH-ER	
							E.L. EACH ACCIDENT	\$	
							E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	
	OTHER								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 06/07/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Optimist Club Annual Fishing Rodeo event to be held at Camp Jordan-Dickert Pond, 323 Camp Jordan Pkwy., East Ridge, TN 37412 on 06/07/2025 .

## CERTIFICATE HOLDER

City of East Ridge  
1507 Tombras Ave.  
East Ridge, TN 37412

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen Miller*





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

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<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b>	
	<b>PHONE</b> 800-503-9227	<b>FAX</b>
	<b>(A/C No. Ext):</b>	
	<b>EMAIL:</b> Sr. Vice President   CA License #0G07163	
	<b>ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER A:</b> Philadelphia Indemnity Insurance Co	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
	<b>INSURER E:</b>	
	<b>INSURER F:</b>	

## COVERAGES

## CERTIFICATE NUMBER:

## REVISION NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b>  <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE	\$ 1,000,000	
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
							MED EXP (Any one person)	\$ excluded	
							PERSONAL & ADV INJURY	\$ 1,000,000	
							GENERAL AGGREGATE	\$ 2,000,000	
							PRODUCTS - COMP/OP AGG	\$ 2,000,000	
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b>  <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY  <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	
							BODILY INJURY (Per person)	\$	
							BODILY INJURY (Per accident)	\$	
							PROPERTY DAMAGE (Per accident)	\$	
									\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> <b>EXCESS LIAB</b>  <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE	\$	
							AGGREGATE	\$	
									\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/>	N/A				PER STATUTE	OTH-ER	
							E.L. EACH ACCIDENT	\$	
							E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	
	<b>OTHER:</b>								

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 09/27/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Fall Festival event to be held at 323 Camp Jordan Pkwy., East Ridge, TN 37412 on 09/27/2025 and 09/28/2025 .

## CERTIFICATE HOLDER

City of East Ridge  
1507 Tombras Ave.  
East Ridge, TN 37412

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen N. Miller*



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05/05/2025

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	<b>PHONE</b> (A/C, No, Ext): 800-503-9227	<b>FAX</b> (A/C, No): 515-365-3005
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0G07163	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Philadelphia Indemnity Insurance Co	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

<b>COVERAGES</b>	<b>CERTIFICATE NUMBER:</b>	<b>REVISION NUMBER:</b>
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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
							MED EXP (Any one person)	\$ excluded
							PERSONAL & ADV INJURY	\$ 1,000,000
							GENERAL AGGREGATE	\$ 2,000,000
							PRODUCTS - COMP/OP AGG	\$ 2,000,000
A	<input type="checkbox"/> <b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input checked="" type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
	<input type="checkbox"/> <b>UMBRELLA LIAB</b> <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A						PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
	<b>OTHER</b>							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 10/04/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Optimist Club-River Rescue event to be held at Spring Creek Streets Dept., 1015 Yale St., East Ridge, TN 37412 on 10/04/2025 .

<b>CERTIFICATE HOLDER</b> City of East Ridge 1507 Tombras Ave. East Ridge, TN 37412	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE <i>Stephen Miller</i>
--	---



# CERTIFICATE OF LIABILITY INSURANCE

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	<b>PHONE (A/C No, Ext):</b> 800-503-9227	<b>FAX (A/C No):</b> 515-365-3005	
	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0607163		
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A : Philadelphia Indemnity Insurance Co		23841
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
		INSURER F :	

## COVERAGES

## CERTIFICATE NUMBER:

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INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<b>COMMERCIAL GENERAL LIABILITY</b>  CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/>  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: <input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE	\$ 1,000,000
							DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000
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A	<b>AUTOMOBILE LIABILITY</b>  ANY AUTO  OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS NON-OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000
							BODILY INJURY (Per person)	\$
							BODILY INJURY (Per accident)	\$
							PROPERTY DAMAGE (Per accident)	\$
								\$
								\$
								\$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b>  DED <input type="checkbox"/> RETENTION \$ <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE	\$
							AGGREGATE	\$
								\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below  Y/N <input type="checkbox"/> N/A	<input type="checkbox"/>	<input type="checkbox"/>				PER STATUTE	OTH-ER
							E.L. EACH ACCIDENT	\$
							E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$
	OTHER							

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 11/01/2025 include East Ridge City Hall as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Annual Boo-B-Q event to be held at East Ridge City Hall, 1517 Tombras Ave., East Ridge, TN 37412 (Front and Surrounding Parking Area) on 11/01/2025 .

## CERTIFICATE HOLDER

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

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen Miller*





# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
05/05/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> AMBA In CA dba Assn Member Benefits & Insurance Agency PO Box 14542 Des Moines, IA 50306	<b>CONTACT NAME:</b>		
	<b>PHONE (A/C, No, Ext):</b> 800-503-9227	<b>FAX (A/C, No):</b> 515-365-3005	
	<b>EMAIL ADDRESS:</b> Sr. Vice President   CA License #0G07163		
<b>INSURED</b> Optimist International East Ridge Optimist Club c/o James Howard, President 6609 Hilton Drive East Ridge, TN 37412	<b>INSURER(S) AFFORDING COVERAGE</b>		<b>NAIC #</b>
	INSURER A : Philadelphia Indemnity Insurance Co		23841
	INSURER B :		
	INSURER C :		
	INSURER D :		
	INSURER E :		
	INSURER F :		

## COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ excluded PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
A	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY	<input type="checkbox"/>	<input type="checkbox"/>	PHPK2679423-009	05/01/2025	05/01/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <b>EXCESS LIAB</b> <input type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE  DED <input type="checkbox"/> RETENTION \$	<input type="checkbox"/>	<input type="checkbox"/>				EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A		N/A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
	OTHER						

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Effective 05/05/2025 include City of East Ridge as additional insured: Certificate Holder (CG2011) but only with respects to the named insured's negligence with regards to the East Ridge Optimist Club Meeting Venue event to be held at East Ridge Senior Recreation Center, 1517 Tombras Ave., East Ridge, TN 37412 on 05/05/2025 through Term of the Policy .

## CERTIFICATE HOLDER

City of East Ridge  
1507 Tombras Ave.  
East Ridge, TN 37412

## CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Stephen Miller*

**RESOLUTION NO. 3688**

**AGENDA MEMORANDUM**  
**Venue 1921 @ East Ridge – Kitchen Equipment**

May 22, 2025

Submitted By:

*Michelle Sinigaglio*  
Michelle Sinigaglio, Co-Project Manager

SUBJECT:

On September 26, 2024 Council approved the construction of the multi-purpose event center we have now named Venue 1921 at East Ridge. Part of the fixed furniture and equipment necessary for operations includes kitchen equipment for the prep kitchen. Attached is the full list of equipment including but not limited to refrigerator, freezer, range, prep tables, and commercial dishwasher.

The Venue 1921 team is asking that Council approve the order of the kitchen equipment at a cost of \$42,507.83. This is part of the \$400,000 FF&E anticipated expenses discussed on 9/26/24. Johnson-Lancaster and Associates, Inc. are a pre-approved state contract vendor and have pre-negotiated discounted rates on their products.



**RESOLUTION NO. 3688**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING  
THE CITY MANAGER OR HIS DESIGNEE TO  
PURCHASE KITCHEN EQUIPMENT FOR VENUE 1921  
AT EAST RIDGE**

**WHEREAS**, on September 26, 2024, the City Council awarded the bid to Pillar Construction for the construction of a new multi-purpose event center adjacent to the East Ridge City Hall and Community Center and named the multi-purpose event center Venue 1921 at East Ridge; and

**WHEREAS**, to support the operational needs of the facility, the City must procure essential fixed furniture, fixtures, and equipment (FF&E), including commercial-grade kitchen equipment for the prep kitchen; and

**WHEREAS**, the necessary equipment includes, but is not limited to, a refrigerator, freezer, range, prep tables, and dishwasher, as itemized in the attached list; and

**WHEREAS**, the total cost for the kitchen equipment is \$42,507.83, which is part of the \$400,000 FF&E anticipated expenses; and

**WHEREAS**, Johnson-Lancaster and Associates, Inc. is a pre-approved vendor under a State of Tennessee purchasing contract, offering pre-negotiated, discounted rates for the equipment required; and

**WHEREAS**, utilizing the state contract ensures competitive pricing and expedites the procurement process.

**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 purchase kitchen equipment for Venue 1921 at East Ridge from Johnson-Lancaster and Associates, Inc. at a total cost of \$42,507.83.

**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



# JOHNSON-LANCASTER AND ASSOCIATES, INC.

# Quote

05/01/2025

**Project:**

5/01 REVISED City of East Ridge,  
TN - Town Center Kitchen  
1517 Tombras Ave  
East Ridge, TN 37412

**From:**

Johnson-Lancaster and Associates,  
Inc.  
Teresa Jones  
13031 U.S. Highway 19N  
Clearwater, FL 33764  
727-796-5622

Job Reference Number: 58356



\*\*\*OMNIA CONTRACT 23FS4 PRICE\*\*\*

\*\*\*PLEASE NOTE: IN THE EVENT TARIFFS AND/OR SURCHARGES  
ARE IMPOSED, WE WILL BE INCLUDING THAT COST ON YOUR FINAL  
INVOICE.\*\*\*

\*\* PRICING ONLY VALID THROUGH 5/14/2025 \*\* AFTER THIS DATE,  
ITEMS WITHIN QUOTE ARE SUBJECT TO IMCOMING PRICE  
INCREASES\*\*



We are pleased to quote you the following:

Item	Qty	Description	Sell	Sell Total
0	1 ea	<b>INSTALLATION</b> Custom Model No. INSTALLATION Installation to Include: -meet & unload truck delivery of all materials from JL equipment quote list -unpackage, inspect & document condition of all materials -organize trash/packing materials from load in area specified by GC -document site conditions & final condition of location upon completion of install -set all items in place according to plan set equip. legend callout -assemble & set in place all metro shelving including wall shelving -perform final walk-thru video conference with all necessary parties -quote only includes setting in place all equipment, worktables, wall shelves  *Does not include: -setting walk-in cooler/freezer box -installation of hood vent over stoves -any welding	\$4,593.75	\$4,593.75




Item	Qty	Description	Sell	Sell Total
FINAL CONNECTIONS BY OTHERS				
			<b>ITEM TOTAL:</b>	<b>\$4,593.75</b>
HS	1 ea	<b>HAND SINK</b>  Empura Model No. EHS14SPWH Hand Sink, 14"W x 16.5"D x 13"H, wall mounted, 20 gauge 304 stainless steel, gooseneck faucet, wrist handles, 4" faucet center, singlebowl, bowl dimensions 10"D x 12"W x 5"H, 8" backsplash with (2) side splash, 1.5 drain basket, NSF, Empura Stainless	\$123.40	\$123.40
	1 ea	90-day limited warranty coverage (Continental USA only)		
	1 ea	(Empura expressly excludes any coverage for damages or defects resulting from improper installation, use, or maintenance; unauthorized modifications; and external events such as accidents. Coverage does not extend to plumbing components, including faucets, or any issues that manifest following the relocation of the unit from its original installation site. Furthermore, use in non-commercial settings, such as residential homes or food trucks, is specifically excluded from warranty claims)		
			<b>ITEM TOTAL:</b>	<b>\$123.40</b>
S1	1 ea	<b>DISHWASHER, DOOR TYPE</b>  Hobart Model No. CDL-1 Centerline Dishwasher, door type, chemical sanitizing, 120/60/1, single-point standard, (51) racks/hr, 0.86 gal/rack, standard or extended cycle options, combination wash/rinse arms, integrated chemical pumps with chemical-float indicators, Delime Notification with Cycle, service diagnostics with error notifications, recirculating design, pumped drain, soft start, 18-inch pillarless vertical door opening, straight-thru or corner installation, door-actuated start. Ships with (1) peg rack and (1) combination rack, cULus, NSF, ENERGY STAR® (Pricing options available, please contact your local rep for more information) (NET price shown)	\$4,407.85	\$4,407.85
	1 ea	Standard warranty - 1-Year parts, labor & travel time during normal working hours within the USA		
	1 ea	NOTE: For water of 3-grains of hardness or more, Hobart suggests adding a water softener.		
	1 ea	DISHRAK-PEG20 Peg Rack	\$85.93	\$85.93
	1 ea	DISHRAK-COM20 Combination Rack	\$87.89	\$87.89
	1 ea	DISHRACK-GLASS Wine Rack	\$85.28	\$85.28
			<b>ITEM TOTAL:</b>	<b>\$4,666.95</b>
S2	1 ea	<b>DISHTABLE, WITH POTSINKS</b> Sparks Custom Fabrication LLC Model No. 3 COMP/SOILED DISH TABLE 3 COMP/SOILED DISHTABLE 95" X 30" X 34" 14GA S/S TOP 10" BACKSPLASH (3) 18" X 24: X 14" 14GA S/S SINK BOWLS WITH LEVER DRAINS AND OVERFLOW	\$3,124.12	\$3,124.12




Item	Qty	Description	Sell	Sell Total
		1-5/8" ROUND TUBE LEG FRAME ASSEMBLY WITH ADJ FEET FAUCETS PROVIDED AND INSTALLED BY OTHERS		
	1 ea	SORTING SHELF DISHTABLE SORTING SHELF 42" X 21" 18GA S/S CONSTRUCTION 14GA S/S SUPPORT BRACKETS	\$398.00	\$398.00
	1 ea	John Boos PB-PRW-1LF-X Prerinse Unit, splash mount, flex stainless steel hose, 8" centers, 1/4 turn cramic cartridges, color coded hot/cold indicators, integral check valve, 1/2" NPT, includes 12" wall bracket, NSF, cCSAus, ADA Compliant (LEAD FREE FAUCET) (Available in Effingham and Nevada)	\$325.58	\$325.58
	1 ea	John Boos PB-AD-12LF-X Add-On-Faucet, 12" swing spout, fits on PB-PRW-1LF or PB-PRD-2LF pre-rinse units (LEAD FREE FAUCET) (Available in Effingham and Nevada)	\$77.52	\$77.52
	1 kt	John Boos PB-SMMK-90 Splash Mount Faucet Mounting Kit, includes (2) 1/2" supply nipples, (2) retainer nuts, (2) lock washers, (2) rubber washers and (2) male & female short 90° elbows	\$19.56	\$19.56
ITEM TOTAL:				<b>\$3,944.78</b>
S3	1 ea	<b>DISHTABLE, CLEAN STRAIGHT</b> Sparks Custom Fabrication LLC Model No. CLEAN DISH TABLE CLEAN DISHTABLE 35" X 30" X 34" 14GA S/S TOP 10" BACKSPLASH 1-5/8" ROUND TUBE LEG FRAME ASSEMBLY WITH ADJ FEET	\$652.76	\$652.76
	1 ea	SORTING SHELF DISHTABLE SORTING SHELF 42" X 21" 18GA S/S CONSTRUCTION 14GA S/S SUPPORT BRACKETS	\$398.00	\$398.00
ITEM TOTAL:				<b>\$1,050.76</b>
BEV	1 ea	<b>BEVERAGE COUNTER</b> BK Resources Model No. BEVT-3060R Beverage Table, 60"W x 30"D, 14" x 10" sink on right with BKF- 4DM-3G-G gooseneck faucet, 14 gauge stainless steel top, 18 gauge stainless steel body, built-in 24" urn trough with drain, (1) hinged door under sink, (1) adjustable shelf, 5" riser backsplash with standard electric outlet, stainless steel legs, NSF (3-10 day lead time)	\$2,719.05	\$2,719.05
ITEM TOTAL:				<b>\$2,719.05</b>
P2	4 ea	<b>WORK TABLE, 48", STAINLESS STEEL TOP</b> John Boos Model No. ST6-2448GSK-X Work Table, 48"W x 24"D, 16/300 stainless steel flat top, with Stallion Safety Edge front & back, 90° turndown on sides, box channel understructure with sound deadening tape, galvanized legs & adjustable undershelf, adjustable bullet feet, NSF, CSA- Sanitation, KD (Available in Effingham and Nevada)	\$407.95	\$1,631.80
	4 ea	Standard flyer accessories only, NO modifications to flyer items allowed or their accessories		
	4 st	CAS01-R-X Casters, 5", heavy duty, locking, for 1-5/8" diameter legs (set of 4) (Available in Effingham and Nevada)	\$101.75	\$407.00
	4 ea	X-CUTLEG Legs cut for casters for a standard 35.75" working height		



Item	Qty	Description	Sell	Sell Total
			<b>ITEM TOTAL:</b>	<b>\$2,038.80</b>
ICE	1 ea	<b>ICE MAKER, CUBE-STYLE</b> Manitowoc Model No. IYT0450A Indigo NXT™ Series Ice Maker, cube-style, air-cooled, self-contained condenser, 30"W x 24"D x 21-1/2"H, production capacity up to 490 lb/24 hours at 70°/50° (378 lb AHRI certified at 90°/70°), easyTouch display with 13 different language options, date/time stamp display, automatic reminder/alert icon, one touch asset information, automatic detection of accessories, continuous operating status, programmable production options (time, weight, day or night), one touch cleaning with displayed instructions, Alpha-San anti-microbial protection, acoustical ice sensing probe, self-diagnostic technology, DuraTech™ exterior, half-dice size cubes, R410A refrigerant, NSF, cULus, CE, ENERGY STAR®	\$2,976.08	\$2,976.08
				
	1 ea	WARRANTY-ICE-SC 3 year parts & labor (Machine), 5 year parts & labor (Evaporator), 5 year parts & 3 years labor (Compressor), standard		
	1 ea	(-251) 230v/50/1-ph, CE	\$135.83	\$135.83
	1 ea	Note: An additional charge of \$165.00 is added to this order if this ice machine is exported outside the US or Canada for a startup & inspection fee.		
	1 ea	AR-10000-P Arctic Pure® Plus Primary Water Filter Assembly, includes head, shroud, hardware, mounting assembly, & (1) filter cartridge, 15,000 gallon capacity, 0-600 lbs./ice per day	\$206.92	\$206.92
	1 ea	WARRANTY-ARCPURE 3 year parts & labor warranty on cap, housing, hardware, & mounting assembly (does not refer to filter cartridge), standard		
	1 ea	D570 Ice Bin, 30"W x 34"D x 50"H, with side-hinged front-opening door, side grips, 532 lbs. application capacity, AHRI certified 17.9 cu. ft., for top-mounted ice maker, Duratech exterior, NSF	\$1,319.27	\$1,319.27
	1 ea	WARRANTY-BIN/DISP 3 year parts & labor warranty, standard		
	1 ea	K00463 Ice Scoop, 85 oz (5.3 lbs.) capacity, thumb & knuckle guard, rubber handle, internal or external bin mounting (compatible with D Bins), cast aluminum, NSF		
	1 ea	K00461 External Scoop Holder, wall or bin mount, metal frame with plastic shield, NSF		
	1 ea	Legs, 6" adjustable stainless steel, standard		
			<b>ITEM TOTAL:</b>	<b>\$4,638.10</b>
K1	2 ea	<b>HEATED HOLDING PROOFING CABINET, MOBILE</b> Empura Model No. E-HP1836 Heated Holding / Proofing Cabinet, full size, 22.68"W x 32.95"D x 66.42"H, 36 pan capacity, non insulated, 200F max temperature, silver aluminum, 1 clear polycarbonate door, 6.14"steel and polyurethane 2 standard swivels and 2 swivels with brakes casters, 1,500 watts, 120V-60Hz-1PH, 12 amps, NEMA 5-15P, 8.2 ft., NSF/ANSI Std. 4, UL, Empura Equipment	\$1,146.33	\$2,292.66
				
	2 ea	1 year parts & labor warranty coverage (Continental USA only)		
	2 ea	(Empura expressly excludes any coverage for damages or defects		



Item	Qty	Description	Sell	Sell Total
<p>resulting from improper installation, use, or maintenance; unauthorized modifications; and external events such as accidents. Coverage does not extend to plumbing components, including faucets, or any issues that manifest following the relocation of the unit from its original installation site. Furthermore, use in non-commercial settings, such as residential homes or food trucks, is specifically excluded from warranty claims)</p>				
			<b>ITEM TOTAL:</b>	<b>\$2,292.66</b>
K2	2 ea	<b>UNIVERSAL PAN RACK</b>  <p>New Age Model No. 1306  Rack, mobile, universal, open frame design, square tube construction, (20) universal slides, 3" centers, all-welded aluminum construction, end loading, slides for 12" x 20", 18" x 26" &amp; 13" 18" pans, 3-1/4" wide runners, (4) 5" platform casters, NSF, Made in USA, (standard factory lead time)</p>	\$795.15	\$1,590.30
	2 ea	Lifetime warranty against rust & corrosion, 5 year workmanship and material defects warranty, standard		
			<b>ITEM TOTAL:</b>	<b>\$1,590.30</b>
K3	1 ea	<b>REACH-IN REFRIGERATOR</b>  <p>Empura Model No. E-KB54R  Reach-In Refrigerator, 53.9"W x 32.7"D x 82.3"H, 41.6 cu. ft. capacity, (2) swing solid doors, (6) shelves, 4" caster, freestanding installation, stainless steel framework, 33F to 41F temperature range, 1/3 HP bottom compressor, R290 CFC-free refrigerant, removable magnetic door gaskets, self-closing doors, automatic defrost, digital temperature control, 4.5 amps, NEMA-5-15P power cord, 115v/60Hz/1ph, ETL, ETL Sanitation, Tested and conforms to NSF-7 Standards, Empura Refrigeration</p>	\$1,661.30	\$1,661.30
	1 ea	2 years parts & labor warranty, 5 years compressor warranty coverage (Continental USA only)		
	1 ea	(Empura expressly excludes any coverage for damages or defects resulting from improper installation, use, or maintenance; unauthorized modifications; and external events such as accidents. Coverage does not extend to plumbing components, including faucets, or any issues that manifest following the relocation of the unit from its original installation site. Furthermore, use in non-commercial settings, such as residential homes or food trucks, is specifically excluded from warranty claims)		
			<b>ITEM TOTAL:</b>	<b>\$1,661.30</b>
K5	1 ea	<b>REACH-IN FREEZER</b>  <p>Empura Model No. E-KB27F  Reach-In Freezer, 26.8"W x 32.7"D x 82.3"H, 18.1 cu. ft. capacity, (1) swing solid door, (3) shelves, 4" caster, freestanding installation, stainless steel framework, -10F to 0 F temperature range, 1 HP bottom compressor, R290 CFC-free refrigerant, foam insulation, removable magnetic door gaskets, self-closing doors, automatic defrost, digital temperature control, 8 amps, NEMA-5-15P power</p>	\$1,414.59	\$1,414.59

Item	Qty	Description	Sell	Sell Total
		cord, 115v/60Hz/1ph, ETL, ETL Sanitation, Tested and conforms to NSF-7 Standards, Empura Refrigeration		
	1 ea	2 years parts & labor warranty, 5 years compressor warranty coverage (Continental USA only)		
	1 ea	(Empura expressly excludes any coverage for damages or defects resulting from improper installation, use, or maintenance; unauthorized modifications; and external events such as accidents. Coverage does not extend to plumbing components, including faucets, or any issues that manifest following the relocation of the unit from its original installation site. Furthermore, use in non-commercial settings, such as residential homes or food trucks, is specifically excluded from warranty claims)		
			<b>ITEM TOTAL:</b>	<b>\$1,414.59</b>
CAGE	1 ea	<b>SECURITY UNIT</b>	\$914.50	\$914.50
		Metro Model No. SEC55EC Super Erecta® Security Unit, mobile, chrome plated finish, 52-3/4"W x 27-1/4"D x 68-1/2"H, no intermediate shelves, (2) 5MP/5MPB casters		
	2 ea	EZA-2460NC Super Erecta EZ-ADD Shelf, wire, 60"W x 24"D, corner hardware includes: (4) EZ-ADD Collars, (4) stainless steel mounting plates & (4) lock clips], NSF listed, Ships in one box.	\$58.72	\$117.44
			<b>ITEM TOTAL:</b>	<b>\$1,031.94</b>
BAR	2 ea	<b>PORTABLE BAR</b>	\$1,678.61	\$3,357.22
		Cambro Model No. BAR540110 Cambar® Portable Bar, 54"L x 25-7/8"W x 46-1/8"H, includes 80 lb. ice sink with drain, removable 5-bottle speed rail, removable top shelf, vinyl cover, (4) 5" swivel casters with brakes, polyethylene construction, black		
			<b>ITEM TOTAL:</b>	<b>\$3,357.22</b>
6-burner /oven	1 ea	<b>RANGE, 36", 6 ROUND SOLID BURNERS</b>	\$4,137.02	\$4,137.02
		Imperial (Middleby) Model No. IR-6-E (QUICK SHIP) Pro Series Restaurant Range, electric, 36", (6) round elements, solid top, standard oven, (1) chrome rack, splatter screen, infinite heat controls, porcelain oven interior, stainless steel front, sides, backguard, landing ledge & kick plate, 6" legs, adjustable feet, cETLus, ETL-Sanitation, CE		
	1 ea	Quick Ship items have limited configurations & that standard configuration may not apply. Contact factory for details		
	1 ea	Limited one year parts and labor warranty, standard		
	1 ea	208v/60/1-ph, 84.0 amps, 17.3 kW		
	1 ea	Stainless steel backguard with shelf standard		
	1 ea	Casters (set of 4) 6", per set	\$347.03	\$347.03
			<b>ITEM TOTAL:</b>	<b>\$4,484.05</b>
9999	1 ea	<b>INBOUND FREIGHT</b>	\$1,852.58	\$1,852.58

Item	Qty	Description	Sell	Sell Total
		Custom Model No. FREIGHT Freight delivered to the consolidation warehouse. This is an estimated freight charge and is subject to change.		
			<b>ITEM TOTAL:</b>	<b>\$1,852.58</b>
9999	1 ea	<b>CONSOLIDATION/DELIVERY</b> Custom Model No. FREIGHT Includes: Consolidation into nearest JL warehouse. One shipment only, delivered to the job site address during normal business hours. This is an estimated freight charge and is subject to change based on current freight costs when the job is actually shipped.	\$1,047.60	\$1,047.60
			<b>ITEM TOTAL:</b>	<b>\$1,047.60</b>
		Total		\$42,507.83

Prices Good Until: 05/14/2025

THIS IS AN ESTIMATED FREIGHT CHARGE(S) AND IS SUBJECT TO CHANGE BASED ON CURRENT FREIGHT COSTS WHEN THE ORDER IS RELEASED AND READY TO BE SHIPPED.

\*\*\*Tax Exempt\*\*\*

## RESOLUTION NO. 3689

### AGENDA MEMORANDUM

#### Venue 1921 at East Ridge Approval of Monument Sign Design

May 22, 2025

Submitted by:

*Cameron McAllister*

Administrator of Economic & Community Development

#### **SUBJECT: Approval of Venue 1921 at East Ridge Monumental Sign Design**

City Administration respectfully requests the Mayor and Council to discuss and select one of the four options presented by Ortwein Signs for the monumental sign design for Venue 1921 at East Ridge. As part of the ongoing development of Venue 1921 at East Ridge, the City must finalize a design for the facility's monument sign no later than May 30, 2025. This deadline is necessary to ensure timely fabrication and installation, per the project schedule communicated by Pillar Construction.

In collaboration with Ortwein Sign, City staff have worked to develop a finalized logo and corresponding monument sign rendering. The selected design will be used not only for the sign structure, but also as the official logo for the venue moving forward.

Four professionally fabricated, non-illuminated sign options have been prepared by Ortwein Sign using flat-cut aluminum letters and a metallic finish mounted on a stone veneer base. Each option represents a distinct layout:

- **Option A:** Clean, balanced horizontal layout emphasizing clarity and elegance.
- **Option B:** Taller, more compact lettering with a vertically condensed structure.
- **Option C:** Simplified layout prioritizing clear legibility in a compact form.
- **Option D:** Bold stacked configuration with a strong emphasis on the word "Venue."

Renderings and fabrication specifications are attached for review.

City staff recommends **Option A** as the preferred design. This option aligns best with the project's branding goals and provides strong visual appeal for both signage and future marketing applications. Council is respectfully requested to review the attached renderings and approve one design to move forward with production.

## **RESOLUTION NO. 3689**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE MONUMENT SIGN DESIGN FOR VENUE 1921 AT EAST RIDGE**

**WHEREAS**, on September 26, 2024, the City Council awarded the bid to Pillar Construction for the construction of a new multi-purpose event center adjacent to the East Ridge City Hall and Community Center and named the multi-purpose event center Venue 1921 at East Ridge; and

**WHEREAS**, a monument sign is a critical component of the event center's identity and visibility, and must be finalized no later than May 30, 2025, in order to meet the project schedule established by Pillar Construction; and

**WHEREAS**, City staff, in collaboration with Ortwein Sign, have prepared four professionally designed, non-illuminated monument sign options using flat-cut aluminum letters with a metallic finish, mounted on a stone veneer base; and

**WHEREAS**, each of the four options presents a unique layout and branding style, with Option A being recommended by City Staff for its balanced horizontal design, clarity, and alignment with long-term branding and marketing goals; and

**WHEREAS**, the selected design will serve as both the physical monument sign and the official logo for Venue 1921 at East Ridge.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE**, as follows:

**SECTION 1.** The City Council of the City of East Ridge, Tennessee, hereby approves Option \_\_\_\_\_ as the official monument sign design for Venue 1921 at East Ridge.

**SECTION 2.** The approved design shall be used for fabrication, installation, and official branding purposes associated with Venue 1921 at East Ridge.

**SECTION 3.** City staff are authorized to coordinate with Ortwein Sign and Pillar Construction to ensure timely production and installation in accordance with the project timeline.

**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



# FCO ALUMINUM LETTERS for NEW, MONUMENT SIGN(Non-Lit)

Proportions

THIS DRAWING IS THE INTELLECTUAL PROPERTY OF BILL ORTWEIN SIGNS, INC. IT IS NOT TO BE TRANSMITTED, CONVEYED, USED OR SHARED BY ANY MEANS WITHOUT THE EXPRESSED WRITTEN CONSENT OF AN OFFICER OF BILL ORTWEIN SIGNS, INC.

**ortweinsign**  
custom crafted branding  
2806 EAST 50TH CHATTANOOGA, TN 37407  
423.867.9208

THIS DRAWING IS PROPERTY OF BILL ORTWEIN SIGNS, INC. IT IS NOT TO BE TRANSMITTED, CONVEYED, OR SHARED BY ANY MEANS WITHOUT THE EXPRESSED WRITTEN CONSENT OF AN OFFICER OF BILL ORTWEIN SIGNS, INC.

## CLIENT

**EAST RIDGE TOWN CENTER**  
**ADDRESS TBD**  
**EAST RIDGE, TN**

S/F	NEON FILL	
D/F	<input checked="" type="checkbox"/> LED FILL	
ILLUM	LAMP FILL	
NON-ILLUM	<input checked="" type="checkbox"/> ART ROOM HOLDS	

SCALE 1/2" = 1'-0"

QTY: 2 (1 PER SIDE)

## NOTES

**A** **SILVER**  
**Matthews Paint**  
*Metallic*  
*Silver Star*  
**MP#18100**

**32.37 FT<sup>2</sup>**

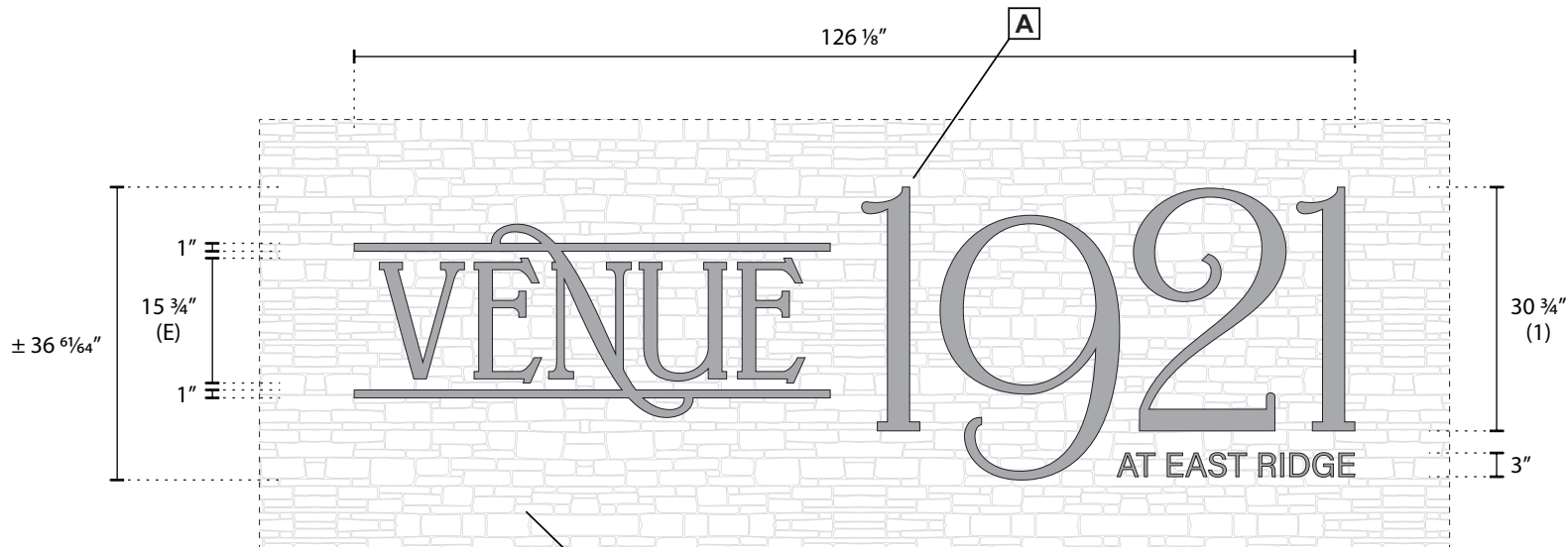
WO# 0000



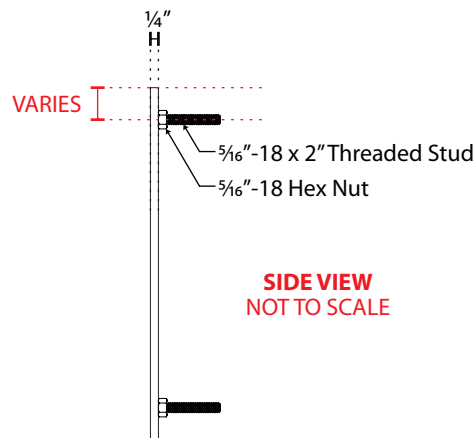
COLORS ARE SIMULATIONS ONLY, REFER TO CORRESPONDING MATERIALS COLOR CHARTS FOR SPECIFIC COLOR MATCH. COLORS SEEN ON COMPUTER MONITOR ARE NOT REPRESENTATIVE OF ACTUAL MATERIAL COLOR.

## OPTION A

1/4" flat-cut painted aluminum letters & icon, stud-mounted w/ welded attachments



Stone veneer on concrete wall,  
*by others*



**SIDE VIEW**  
**NOT TO SCALE**

PROFILE

SIDE A / B

CUSTOMER APPROVAL

DATE

DESIGNER

SALES REP

FILE

BH

LT

EastRidgeTownCenter\_Pavilion\_MonumentLetters\_102224-B1

PAGE

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# FCO ALUMINUM LETTERS for NEW, MONUMENT SIGN(Non-Lit)

Proportions

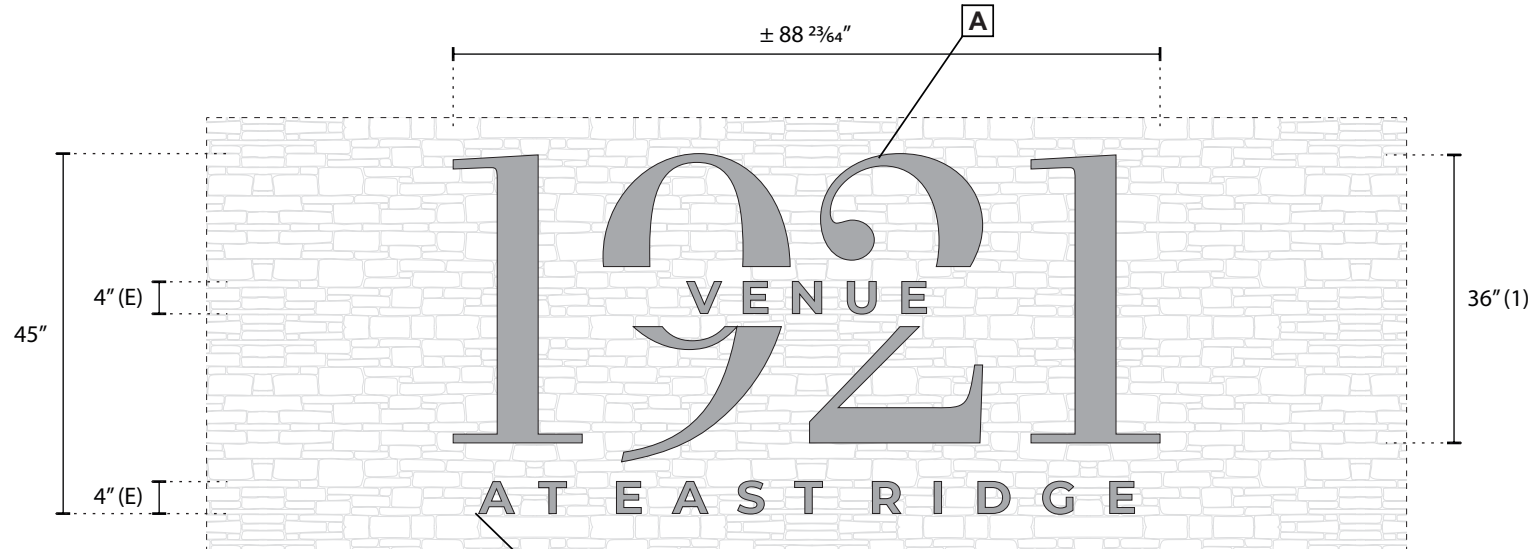
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IT IS NOT TO BE TRANSMITTED, CONVEYED, USED OR SHARED BY ANY MEANS WITHOUT THE EXPRESSED WRITTEN CONSENT OF AN OFFICER OF BILL ORTWEIN SIGNS, INC.

**ortweinsign**  
custom crafted branding  
2806 EAST 50TH CHATTANOOGA, TN 37407  
423.867.9208

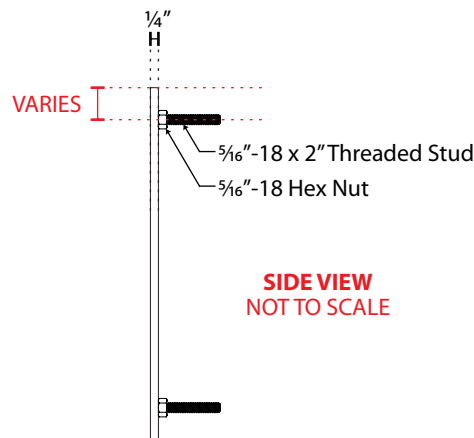
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## OPTION B

1/4" flat-cut painted aluminum letters & icon, stud-mounted w/ welded attachments



Stone veneer on concrete wall,  
*by others*



PROFILE

SIDE A / B

## CLIENT

**EAST RIDGE  
TOWN CENTER**  
**ADDRESS TBD**  
**EAST RIDGE, TN**

S/F	NEON FILL
D/F	<input checked="" type="checkbox"/> LED FILL
ILLUM	LAMP FILL
NON-ILLUM	<input checked="" type="checkbox"/> ART ROOM HOLDS

SCALE 1/2" = 1'-0"

QTY: 2 (1 PER SIDE)

## NOTES

**A** **SILVER**  
**Matthews Paint**  
*Metallic*  
*Silver Star*  
**MP#18100**

**26.61 FT<sup>2</sup>**

WO# 0000



COLORS ARE SIMULATIONS ONLY, REFER TO CORRESPONDING MATERIALS COLOR CHARTS FOR SPECIFIC COLOR MATCH. COLORS SEEN ON COMPUTER MONITOR ARE NOT REPRESENTATIVE OF ACTUAL MATERIAL COLOR.

CUSTOMER APPROVAL

DATE

DESIGNER

SALES REP

FILE

BH

LT

EastRidgeTownCenter\_Pavilion\_MonumentLetters\_102224-B1

PAGE

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# FCO ALUMINUM LETTERS for NEW, MONUMENT SIGN(Non-Lit)

Proportions

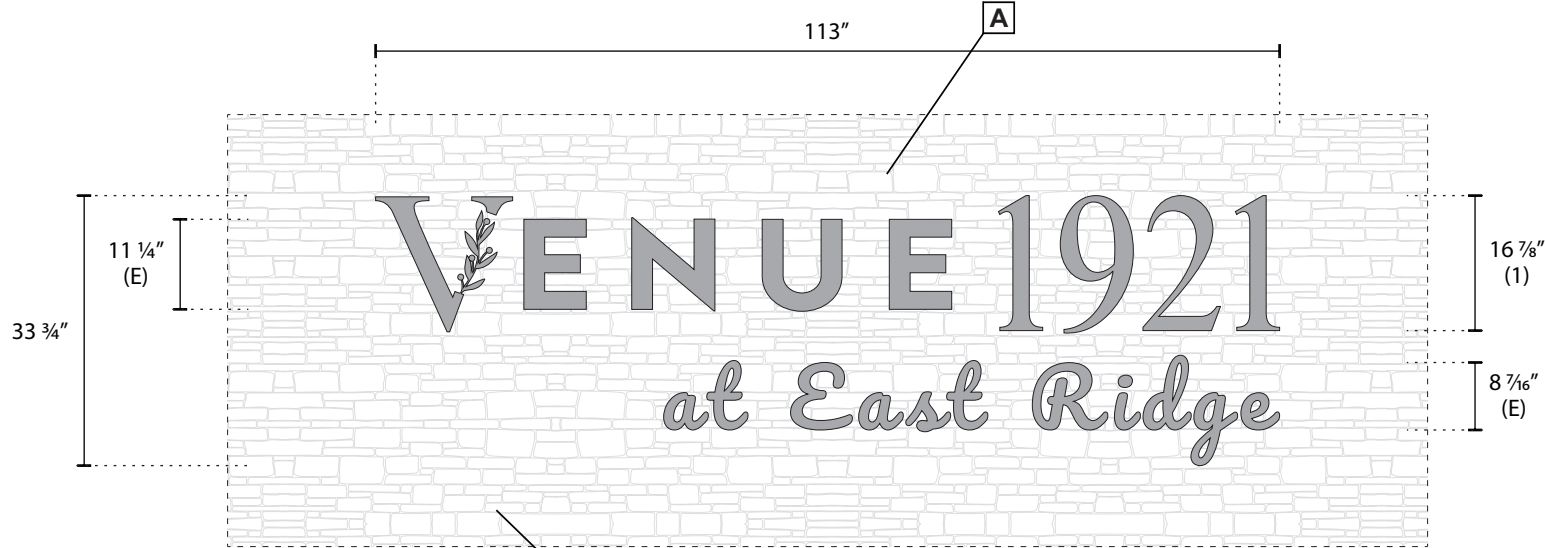
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**ortweinsign**  
custom crafted branding  
2806 EAST 50TH CHATTANOOGA, TN 37407  
423.867.9208

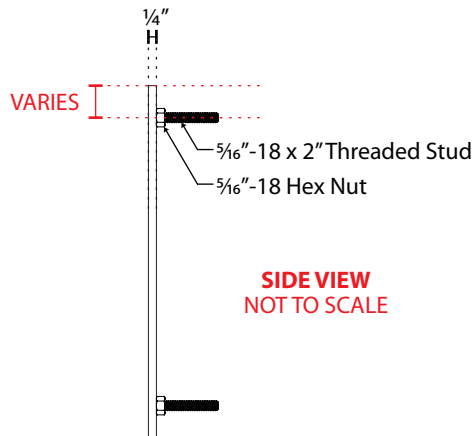
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## OPTION C

1/4" flat-cut painted aluminum letters & icon, stud-mounted w/ welded attachments



Stone veneer on concrete wall,  
by others



PROFILE

SIDE A / B

## CLIENT

**EAST RIDGE  
TOWN CENTER**  
**ADDRESS TBD**  
**EAST RIDGE, TN**

S/F		NEON FILL	
D/F	X	LED FILL	
ILLUM		LAMP FILL	
NON-ILLUM	X	ART ROOM HOLDS	

SCALE 1/2" = 1'-0"

QTY: 2 (1 PER SIDE)

## NOTES

**A** **SILVER**  
**Matthews Paint**  
*Metallic*  
*Silver Star*  
**MP#18100**

**26.48 FT<sup>2</sup>**

WO# 0000



COLORS ARE SIMULATIONS ONLY, REFER TO CORRESPONDING MATERIALS COLOR CHARTS FOR SPECIFIC COLOR MATCH. COLORS SEEN ON COMPUTER MONITOR ARE NOT REPRESENTATIVE OF ACTUAL MATERIAL COLOR.

CUSTOMER APPROVAL

DATE

DESIGNER

SALES REP

FILE

BH

LT

EastRidgeTownCenter\_Pavilion\_MonumentLetters\_102224-B1

PAGE

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# FCO ALUMINUM LETTERS for NEW, MONUMENT SIGN(Non-Lit)

Proportions

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**ortwein**sign  
custom crafted branding  
2806 EAST 50TH CHATTANOOGA, TN 37407  
423.867.9208

THIS DRAWING IS PROPERTY OF BILL ORTWEIN SIGNS, INC. IT IS NOT TO BE TRANSMITTED, CONVEYED, OR SHARED BY ANY MEANS WITHOUT THE EXPRESSED WRITTEN CONSENT OF AN OFFICER OF BILL ORTWEIN SIGNS, INC.

## CLIENT

**EAST RIDGE  
TOWN CENTER**  
**ADDRESS TBD**  
**EAST RIDGE, TN**

S/F		NEON FILL	
D/F	X	LED FILL	
ILLUM		LAMP FILL	
NON-ILLUM	X	ART ROOM HOLDS	

SCALE 1/2" = 1'-0"

QTY: 2 (1 PER SIDE)

## NOTES

**A** **SILVER**  
**Matthews Paint**  
*Metallic*  
*Silver Star*  
**MP#18100**

**31.50 FT<sup>2</sup>**

WO# 0000



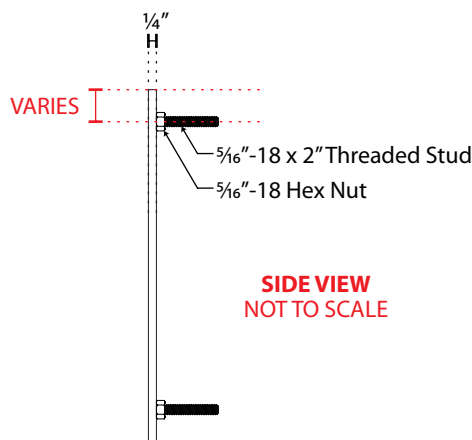
COLORS ARE SIMULATIONS ONLY, REFER TO CORRESPONDING MATERIALS COLOR CHARTS FOR SPECIFIC COLOR MATCH. COLORS SEEN ON COMPUTER MONITOR ARE NOT REPRESENTATIVE OF ACTUAL MATERIAL COLOR.

## OPTION D

1/4" flat-cut painted aluminum letters & icon, stud-mounted w/ welded attachments



Stone veneer on concrete wall,  
*by others*



PROFILE

SIDE A / B

CUSTOMER APPROVAL

DATE

DESIGNER

SALES REP

FILE

BH

LT

EastRidgeTownCenter\_Pavilion\_MonumentLetters\_102224-B1

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**RESOLUTION NO. 3690**

**AGENDA MEMORANDUM**

**Approval of Property and Crime, General Liability, Personal Injury Liability, Errors & Omissions (E&O) Liability, Auto Liability, and Auto Physical Damage Insurance Coverage**

**May 22, 2025**

Submitted by:

*Diane Qualls*  
Diane Qualls, Finance Director

As part of the budget preparation process, City staff solicited competitive bids for workers' compensation, property, and liability insurance coverages in an effort to obtain the most favorable rates and ensure comprehensive protection for the City.

Sealed bids were opened and publicly read on May 15, 2025. The City received two proposals. The quotes for Property and Crime, General Liability, Personal Injury Liability, E&O Liability, Auto Liability, and Auto Physical Damage coverage are as follows:

Travelers Insurance	\$650,000
---------------------	-----------

Public Entity Partners	\$478,980
------------------------	-----------

**Staff Recommendation:**

After reviewing the proposals, staff recommend that Public Entity Partners be awarded the Property and Crime, General Liability, Personal Injury Liability, E&O Liability, Auto Liability, and Auto Physical Damage policy.

**RESOLUTION NO. 3690**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF EAST RIDGE, TENNESSEE, APPROVING  
THE PURCHASE OF LIABILITY, PROPERTY, AUTO,  
AND ERRORS & OMISSIONS INSURANCE FROM  
PUBLIC ENTITY PARTNERS**

**WHEREAS**, the City of East Ridge is committed to protecting its assets, operations, employees, and elected officials through comprehensive insurance coverage; and

**WHEREAS**, it is necessary for the City to maintain liability, property, automobile, and errors & omissions insurance to ensure protection against potential losses and claims; and

**WHEREAS**, Public Entity Partners has submitted a proposal to provide the aforementioned coverage for an annual premium of \$478,980.00; and

**WHEREAS**, City staff has reviewed the proposal and determined that it provides appropriate and adequate coverage to meet the City's needs.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE** that the Mayor or his designee is hereby authorized to execute all necessary documents to enter into an agreement with Public Entity Partners for the purchase of liability, property, auto, and errors & omissions insurance coverage at an annual cost of \$478,980.00.

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



Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Brian W. Williams, Mayor

Attest:

\_\_\_\_\_  
J. Scott Miller, City Manager

Approved as to Form:

\_\_\_\_\_  
Mark W. Litchford, City Attorney



**New Business Indication for: CITY OF EAST RIDGE**

**PUBLIC RISK INSURORS**

**Effective Date : 07/01/2025**

**Summary Date : 05/14/2025**

<b>Line of Business</b>	<b>Sub-line</b>	<b>Exposure</b>	<b>Exposure Amount</b>	<b>Premium</b>
Property		See Attached Schedule		\$650,000.00
Crime				Included
General Liability				Included
Law Enforcement Liability				Included
Public Entity Management Liability				Included
Public Entity Employment-Related Practices Liability				Included
Automobile	Liability			Included
Automobile	Physical Damage			Included
Umbrella				Included

<b>Total Premium</b>	<b>\$650,000.00</b>
----------------------	---------------------

This New Business indication is based on the rating exposures, including property values, sales and payroll provided in your current submission. It is not a proposal and cannot be bound. Please contact your Travelers Account Executive to discuss the next steps to obtain our formal proposal.



PROPERTY AND CRIME POLICY  
COVERAGE DECLARATIONS

Policy Number:  
PPR-8005-26

Ren/Rewrite of:  
PPR-8005-25

ITEM 1. **INSURED**

EAST RIDGE, CITY OF  
1517 TOMBRAS AVE  
EAST RIDGE, TN 37412-2747

**AGENT**

ATLAS INSURANCE AGENCY LLC  
2245 OLAN MILLS DR.  
CHATTANOOGA, TN 37421

ITEM 2. **COVERAGE PERIOD: From 07/01/2025 To 07/01/2026**

12:01 A.M. Standard Time at the Insured's Mailing Address.

ITEM 3. **COVERAGE PARTS**

QUOTATION ONLY

In return for the payment of the premium, and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages shown below for which a premium charge is stated.

ONE YEAR POLICY PERIOD: 2025-2026

Coverage and Premium for this Coverage Period

COVERAGE

COVERAGE PART

PREMIUM

**PROPERTY COVERAGE (Part One)**

Buildings and Personal Property	A	98,137
Electronic Data Processing Equipment	B	1,021
Mobile Equipment	C	3,964
Equipment Breakdown	D	Included
Automatic Coverages	E	Included
SUBTOTAL		103,122

**CRIME COVERAGE (Part Two)**

Employee Dishonesty	A	Included
Forgery or Alteration	B	Included
Theft, Disappearance or Destruction	C	78
Computer Fraud	D	Included
Other		NA
SUBTOTAL		78
TOTAL		103,200

**PUBLIC ENTITY PARTNERS**

562 Franklin Rd. Suite 200, Franklin, TN 37069



GENERAL LIABILITY, PERSONAL INJURY LIABILITY,  
ERRORS OR OMISSIONS LIABILITY,  
AUTOMOBILE LIABILITY AND AUTOMOBILE PHYSICAL DAMAGE POLICY

Policy Number:

DECLARATIONS

Ren/Rewrite of:

PLI-0014-26

PLI-0014-25

ITEM 1. INSURED

EAST RIDGE, CITY OF \*  
1517 TOMBRAS AVE  
EAST RIDGE, TN 37412-2747

AGENT

ATLAS INSURANCE AGENCY LLC  
2245 OLAN MILLS DR.  
CHATTANOOGA, TN 37421

\*See Additional Named Insured Endorsement

ITEM 2. **COVERAGE PERIOD: From 07/01/2025 To 07/01/2026**

12:01 A.M. Standard Time at the Insured's Mailing Address.

ITEM 3. **COVERAGE PARTS**

QUOTATION ONLY

In return for the payment of the premium, and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages shown below for which a premium charge is stated.

ONE YEAR POLICY		
Coverage and Premium for this Coverage Period		
COVERAGE	COVERAGE PART	PREMIUM
General Liability	A/B	60,517
Law Enforcement Liability	A/B	108,502
Errors or Omissions Liability	C	55,045
Automobile Liability	D	82,507
Automobile Physical Damage	E	69,209
Other		
TOTAL		375,780

PUBLIC ENTITY PARTNERS

562 Franklin Rd. Suite 200, Franklin, TN 37069

**RESOLUTION NO. 3691**

**AGENDA MEMORANDUM**

**Approval of Workers' Compensation Insurance Coverage**

**May 22, 2025**

Submitted by:

*Michelle Sinigaglio*  
Michelle Sinigaglio, HR Director

As part of the budget preparation process, City staff solicited competitive bids for workers' compensation, property, and liability insurance coverages in an effort to obtain the most favorable rates and ensure comprehensive protection for the City.

Sealed bids were opened and publicly read on May 15, 2025. The City received two proposals. The quotes for Workers' Compensation coverage are as follows:

Public Entity Partners:

Option 1: \$251,320 with \$1,000 deductible

Option 2: \$279,251 with \$0 deductible

Key Risk: \$140,827 with \$0 deductible

**Staff Recommendation:**

After reviewing the proposals, staff recommend awarding coverage of Workers' Compensation Insurance to Key Risk representing a savings of \$137,424.00 over last year.

**RESOLUTION NO. 3691**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF EAST RIDGE, TENNESSEE APPROVING  
THE PURCHASE OF WORKERS' COMPENSATION  
INSURANCE FROM KEY RISK**

**WHEREAS**, City of East Ridge, Tennessee is committed to maintaining appropriate and comprehensive insurance coverage for its employees; and

**WHEREAS**, the City has solicited and evaluated proposals for workers' compensation insurance coverage for the upcoming policy year; and

**WHEREAS**, Key Risk has provided a proposal for workers' compensation insurance coverage at an annual cost of \$140,827.00 with a \$0 deductible; and

**WHEREAS**, the City Council has determined that the proposal from Key Risk represents the best option for the City in terms of cost and coverage.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE** that the Mayor or his designee is hereby authorized to execute all necessary documents to enter into an agreement with Key Risk for the purchase of workers' compensation insurance coverage at an annual cost of \$140,827.00.

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



Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

\_\_\_\_\_  
Brian W. Williams, Mayor

Attest:

\_\_\_\_\_  
J. Scott Miller, City Manager

Approved as to Form:

\_\_\_\_\_  
Mark W. Litchford, City Attorney



## WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

Policy Number: PWC-0005-26

### DECLARATIONS

Ren/Rewrite of: PWC-0005-25

- ITEM 1. INSURED**  
EAST RIDGE, CITY OF  
1517 TOMBRAS AVE  
EAST RIDGE, TN 37412-2747
- AGENT**  
ATLAS INSURANCE AGENCY LLC  
2245 OLAN MILLS DR.  
CHATTANOOGA, TN 37421
- ITEM 2. POLICY PERIOD: From 07/01/2025 to 07/01/2026 12:01 A.M. Standard Time at the Insured's Mailing Address**
- ITEM 3A. WORKERS COMPENSATION COVERAGE** Section One of the Policy applies to the Workers Compensation Law of the State of Tennessee
- ITEM 3B. EMPLOYERS LIABILITY COVERAGE** Section Two of the Policy applies to work in each state listed in Item 3A.
- THE LIMITS OF OUR LIABILITY UNDER SECTION TWO ARE:**
- |                           |              |               |
|---------------------------|--------------|---------------|
| BODILY INJURY BY ACCIDENT | \$ 1,000,000 | EACH ACCIDENT |
| BODILY INJURY BY DISEASE  | \$ 1,000,000 | POLICY LIMIT  |
| BODILY INJURY BY DISEASE  | \$ 1,000,000 | EACH EMPLOYEE |
- ITEM 3C. OTHER STATES COVERAGE** Section Three of the Policy applies to the states, if any, listed here. All States except ND, WA, WY, OH and those listed in 3A.
- ITEM 4. FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS**  
WC Declarations 7-1-2022  
WC Schedule 7-1-2015  
Endorsement - Voluntary Compensation Medical 7-1-2020  
Endorsement - Voluntary Compensation Accident 7-1-2020  
Deductible Endorsement 7-1-2015  
Workers Comp Coverage Policy 7-1-2022

QUOTATION ONLY

- ITEM 5.** In return for the payment of premium for each policy period and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages reflected on this declaration page and attached schedule. Adjustment of the premium will be made annually by audit after the expiration of each policy period.

- ITEM 5A. PER OCCURRENCE DEDUCTIBLE:** \$1,000
- VOLUNTARY ACCIDENT WEEKLY BENEFIT:** \$ 600

ONE YEAR POLICY	
<u>Premium for this Policy Period</u>	
MANUAL PREMIUM	\$382,527
INCREASED LIMITS FACTOR	1.028
EXPERIENCE MODIFICATION	.857
SCHEDULE MODIFICATION	.890
OTHER PREMIUM MODIFICATION	1.000
DEDUCTIBLE/RETENTION FACTOR	.900
ONE YEAR POLICY FACTOR	.980
TN DRUG FREE WORKPLACE FACTOR	.950
COMBINED MODIFICATION FACTOR	.6570
TOTAL ESTIMATED POLICY PREMIUM	\$251,320



## WORKERS COMPENSATION AND EMPLOYERS LIABILITY POLICY

Policy Number: PWC-0005-26

### DECLARATIONS

Ren/Rewrite of: PWC-0005-25

- ITEM 1. INSURED**  
EAST RIDGE, CITY OF  
1517 TOMBRAS AVE  
EAST RIDGE, TN 37412-2747
- AGENT**  
ATLAS INSURANCE AGENCY LLC  
2245 OLAN MILLS DR.  
CHATTANOOGA, TN 37421
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- THE LIMITS OF OUR LIABILITY UNDER SECTION TWO ARE:**
- |                           |              |               |
|---------------------------|--------------|---------------|
| BODILY INJURY BY ACCIDENT | \$ 1,000,000 | EACH ACCIDENT |
| BODILY INJURY BY DISEASE  | \$ 1,000,000 | POLICY LIMIT  |
| BODILY INJURY BY DISEASE  | \$ 1,000,000 | EACH EMPLOYEE |
- ITEM 3C. OTHER STATES COVERAGE** Section Three of the Policy applies to the states, if any, listed here. All States except ND, WA, WY, OH and those listed in 3A.
- ITEM 4. FORMS, SCHEDULES AND ENDORSEMENTS APPLICABLE TO ALL COVERAGE PARTS**  
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WC Schedule 7-1-2015  
Endorsement - Voluntary Compensation Medical 7-1-2020  
Endorsement - Voluntary Compensation Accident 7-1-2020  
Workers Comp Coverage Policy 7-1-2022

QUOTATION ONLY

- ITEM 5.** In return for the payment of premium for each policy period and subject to all of the terms of the policy, the insurer agrees to provide you with the coverages reflected on this declaration page and attached schedule. Adjustment of the premium will be made annually by audit after the expiration of each policy period.
- ITEM 5A. NO DEDUCTIBLE or AGGREGATE** \$0
- VOLUNTARY ACCIDENT WEEKLY BENEFIT:** \$ 600

ONE YEAR POLICY	
Premium for this Policy Period	
MANUAL PREMIUM	\$382,536
INCREASED LIMITS FACTOR	1.028
EXPERIENCE MODIFICATION	.857
SCHEDULE MODIFICATION	.890
OTHER PREMIUM MODIFICATION	1.000
DEDUCTIBLE/RETENTION FACTOR	1.000
ONE YEAR POLICY FACTOR	.980
TN DRUG FREE WORKPLACE FACTOR	.950
COMBINED MODIFICATION FACTOR	.7300
TOTAL ESTIMATED POLICY PREMIUM	\$279,251



## Quote

### Workers Compensation and Employers Liability Insurance Policy

Submission #: 8108931057-1

Named Insured: **City of East Ridge**  
Policy Period: **07/01/2025 to 07/01/2026**

Quote Date: **04/14/2025**  
Agency: **Tennessee Risk Management  
Partners LLC 2211245**

#### Underwriter Contact Info

Danielle Lawson  
336.605.7309  
[dlawson@keyrisk.com](mailto:dlawson@keyrisk.com)

### Quote Summary

Estimated Amount Due

**\$140,251**

Carrier **Berkley Casualty Company**

Employers Liability Limit **\$1,000,000/ \$1,000,000/ \$1,000,000**

State	Payroll	Est. Annual Premium	Taxes & Surcharges	Total Due
TN	\$8,907,113	\$140,251	-	<b>\$140,251</b>
Total	\$8,907,113	\$140,251	-	<b>\$140,251</b>

\*This policy is subject to a minimum premium amount of \$1,000

**RESOLUTION NO. 3692**

**AGENDA MEMORANDUM**  
**Approval of Cyber Insurance Coverage**

**May 22, 2025**

Submitted by:

*Michelle Sinigaglio*  
Michelle Sinigaglio, HR Director

The City of East Ridge has an extensive cyber network containing private information. Cyber insurance primarily protects organizations against business interruption and financial losses caused by cyber events, cybercrime, and privacy breaches. Taking all necessary precautions to protect the City's information, Cyber insurance was purchased from a carrier called CFC in 2023 and subsequently renewed in 2024.

As part of the budget preparation process, City staff solicited competitive bids for commercial insurance coverages in an effort to obtain the most favorable rates and ensure comprehensive protection for the City. We had one Cyber Insurance carrier submit a bid of \$14,870.00. All terms are equivalent to the previous policy and include a \$10,000 deductible.

Attached please find the indication of Terms.

**Staff Recommendation:**

Staff recommend awarding coverage of Cyber Insurance to Coalition Insurance Solutions, Inc. representing a cost savings of \$4,377.03 over last year.

**RESOLUTION NO. 3692**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF EAST RIDGE, TENNESSEE, APPROVING  
THE PURCHASE OF CYBER SECURITY INSURANCE  
FROM COALITION INSURANCE SOLUTIONS, INC.**

**WHEREAS**, the City of East Ridge has an extensive cyber network containing private information for which we must take necessary precautions to protect; and

**WHEREAS**, staff has determined that the best option to protect this information is to purchase cyber security insurance; and

**WHEREAS**, cyber security insurance will cover the City's liability for data breaches involving sensitive information, including Social Security numbers, account numbers, driver's license numbers and health records; and

**WHEREAS**, the cost for \$2 million in coverage from Coalition Insurance Solutions, Inc. is \$14,870.00 annually.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE** that the Mayor or his designee is hereby authorized to execute all necessary documents to enter into an agreement with Coalition Insurance Solutions, Inc. for the purchase \$2 million of cyber security insurance coverage at an annual cost of \$14,870.00.

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



Adopted this \_\_\_\_\_ day of \_\_\_\_\_ 2025.

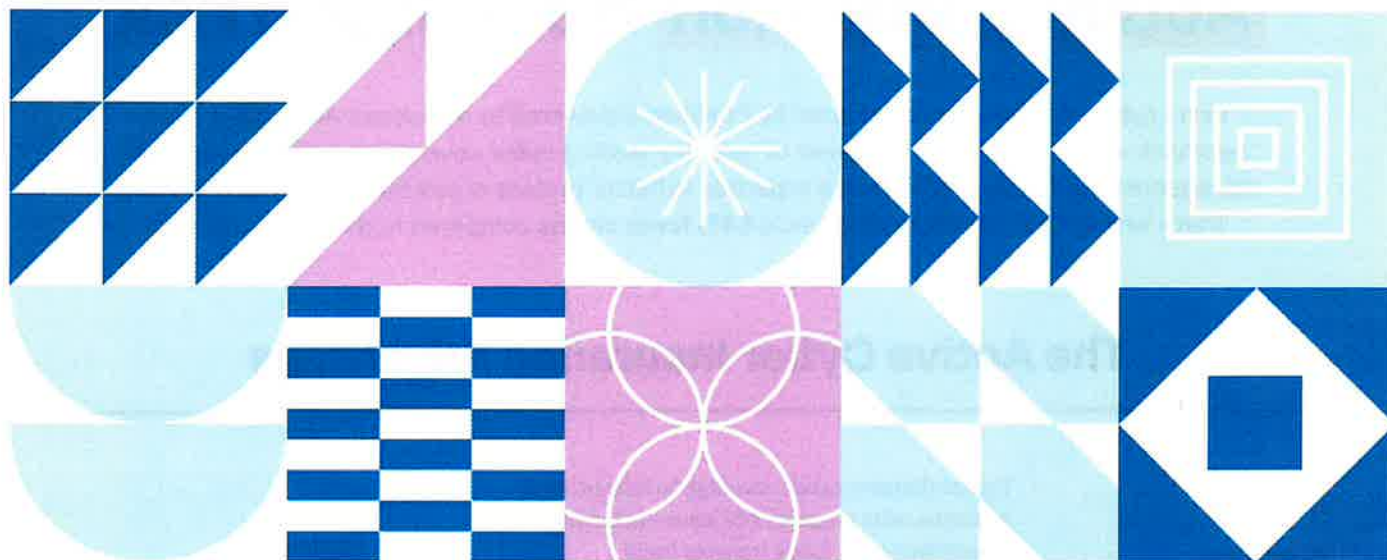
\_\_\_\_\_  
Brian W. Williams, Mayor

Attest:

\_\_\_\_\_  
J. Scott Miller, City Manager

Approved as to Form:

\_\_\_\_\_  
Mark W. Litchford, City Attorney



# Cyber Insurance Quote

## for City of East Ridge

Prepared by Dial Burwell, AmWins Insurance Brokerage, LLC

**Quote number:** C-4LRC-109124-CYBER-2025

**Policy period:** May 01, 2025 - May 01, 2026

**Market:** Surplus

**Limit:** \$2,000,000

**Retention:** \$10,000

**Premium:** \$14,720.00

**Have questions?** Contact Ben Stump at [ben.stump@coalitioninc.com](mailto:ben.stump@coalitioninc.com) or +1 (978) 994-4834

# Active protection from digital risk

Every cyber insurance policy offered by Coalition is powered by our unique Active Insurance approach – which combines the power of industry-leading cyber coverage, proactive cyber risk management, and dedicated in-house expertise to better protect organizations from digital risks. That's why our policyholders experience **64% fewer claims** compared to the overall market.<sup>1</sup>

## The Active Cyber Insurance Advantage



### Superior, Innovative Coverage<sup>2</sup>

- ▶ **Comprehensive cyber coverage** to help protect against a wide range of incidents – including ransomware and funds transfer fraud
- ▶ Coverage for up-front costs in the event of a claim (no waiting for reimbursement!)
- ▶ Includes pre-claims assistance to get help triaging cyber incidents – without fear of triggering a claim

**52%**

of reported events handled with **no additional cost** beyond the premium in 2023<sup>3</sup>



### Preventative Cyber Risk Management

- ▶ Access to **Coalition Control**<sup>®</sup>, our risk management platform, for continuous monitoring of your digital presence
- ▶ Personalized alerts to help spot vulnerabilities before they escalate
- ▶ On-demand support and guidance to address cybersecurity risks

**No-cost**

assistance available from our dedicated Security Support Team



### Expert Claims and Incident Response Teams<sup>4</sup>

- ▶ 5 minute average claims response time
- ▶ **Experienced team** of claims experts, security engineers, and forensic specialists
- ▶ Unique capabilities to help minimize the impact of a claim, including funds recovery and ransomware negotiation

**\$94M+**

of fraudulently transferred funds have been successfully recovered by Coalition<sup>5</sup>

<sup>1</sup> Coalition 2023 Claims Report Mid-year Update

<sup>2</sup> Exclusions and limitations apply. See disclaimers and the policy as issued.

<sup>3</sup> Coalition 2024 Cyber Claims Report

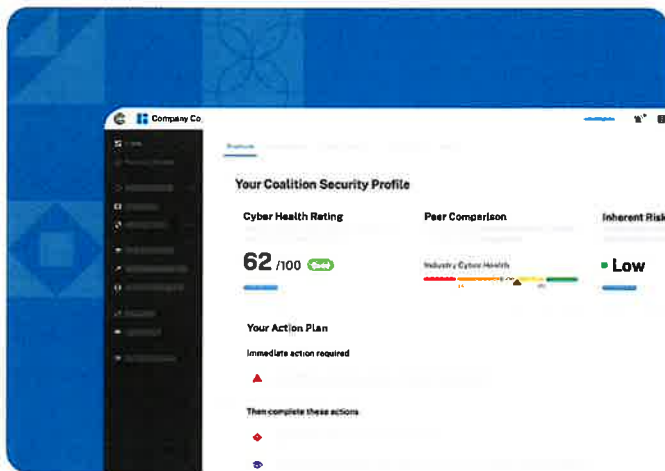
<sup>4</sup> Coalition Incident Response (CIR) services provided through Coalition's affiliate are offered to policyholders as an option via our incident response firm panel.

<sup>5</sup> Coalition 2024 Cyber Claims Report Mid-year Update

# Control your cyber risk

**Coalition Control® is your unified cyber risk management platform**

Premium access to [Coalition Control](#) is included in your policy<sup>1</sup>—for help detecting, assessing, and mitigating cyber risks **before** they turn into claims.



- ▶ **Understand your specific risks**  
and access helpful remediation guidance
- ▶ **Stay on top of your cyber posture**  
with ongoing monitoring and personalized alerts
- ▶ **Resolve security issues**  
with on-demand support from our in-house team

Get started at [coalitioninc.com/control](https://coalitioninc.com/control) – or ask your broker for an invitation.

ALSO AVAILABLE

Strengthen your cyber posture with additional security services

*Priced and designed for small and medium businesses*



Security Awareness Training



Managed Detection & Response



Security Exposure Management



Email Security

Learn more at [coalitioninc.com/security](https://coalitioninc.com/security)

<sup>1</sup> Applies to surplus lines policies only.

Coalition Incident Response Inc. • 44 Montgomery Street, Suite 4210, San Francisco, CA 94104 • [help@coalitioninc.com](mailto:help@coalitioninc.com)

Insurance products are offered in the U.S. by Coalition Insurance Solutions Inc. ("CISI"), a licensed insurance producer and surplus lines broker (Cal. license # 0L76155) acting on behalf of a number of unaffiliated insurance companies. See [licenses](#) and [disclaimers](#). Copyright © 2025. All rights reserved. Coalition and the Coalition logo are trademarks of Coalition, Inc.



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44 Montgomery Street, Suite 4210  
San Francisco, CA 94104  
Producer Code: 1035616

## COALITION CYBER POLICY QUOTATION

Please be advised this quotation is for surplus lines coverage. Compliance with applicable laws and payment of taxes and fees is the responsibility of the Insured, Insurance Agent, or Insurance Broker. Upon binding of this account, we must receive a signed application from the Insured.

Subject to the terms and conditions contained herein, Coalition Insurance Solutions ("Coalition") agrees to issue to the below Named Insured the following quotation for insurance coverage:

Coalition Quote No.:	C-4LRC-109124-CYBER-2025
Named Insured	City of East Ridge
Address	1517 Tombras Avenue East Ridge, TN 37412
Policy Period	From: May 01, 2025 (Effective Date) To: May 01, 2026 (Expiration Date) Both dates 12:01 A.M. at the Named Insured's address above.
Policy Premium	Premium \$14,720.00

Total	\$14,720
-------	----------

Aggregate Policy Limit of Liability \$2,000,000

Coverage under this policy is provided only for those Insuring Agreements for which a limit of liability appears below. If no limit of liability is shown for an Insuring Agreement, such Insuring Agreement is not provided by this policy. The Aggregate Policy Limit of Liability shown above is the most the Insurer(s) will pay regardless of the number of Insured Agreements purchased.

### THIRD PARTY LIABILITY COVERAGES

Insuring Agreement	Limit / Sub-Limit	Retention / Sub-Retention
A. NETWORK AND INFORMATION SECURITY LIABILITY	\$2,000,000	\$10,000
B. REGULATORY DEFENSE AND PENALTIES	\$2,000,000	\$10,000
C. MULTIMEDIA CONTENT LIABILITY	\$2,000,000	\$10,000
D. PCI FINES AND ASSESSMENTS	\$2,000,000	\$10,000

### FIRST PARTY COVERAGES

Insuring Agreement	Limit / Sub-Limit	Retention / Sub-Retention
E. BREACH RESPONSE	\$2,000,000	\$10,000
F. CRISIS MANAGEMENT AND PUBLIC RELATIONS	\$2,000,000	\$10,000
G. CYBER EXTORTION	\$2,000,000	\$10,000
H. BUSINESS INTERRUPTION AND EXTRA EXPENSES	\$2,000,000	\$10,000



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I. DIGITAL ASSET RESTORATION	\$2,000,000	i. Waiting period: 8 hours
J. FUNDS TRANSFER FRAUD	\$250,000	ii. Enhanced waiting period: 8 hours
		\$10,000
		\$10,000

Coverages by Endorsement	Limit / Sub-Limit	Retention / Sub-Retention
BREACH RESPONSE SEPARATE LIMIT	\$2,000,000	\$10,000
Limit is separate from and in addition to the <b>Aggregate Policy Limit of Liability</b>		
BI/PD3. BODILY INJURY AND PROPERTY DAMAGE – 3RD PARTY	\$250,000	\$10,000
BI/PD1. BODILY INJURY AND PROPERTY DAMAGE – 1ST PARTY	\$250,000	\$10,000
CR. COMPUTER REPLACEMENT ENDORSEMENT	\$2,000,000	\$10,000
SF. SERVICE FRAUD	\$250,000	\$10,000
RHL. REPUTATIONAL HARM LOSS	\$2,000,000	Waiting period: 14 days
POLLUTION	\$250,000	\$10,000
<i>POLLUTION ENDORSEMENT amends A. NETWORK AND INFORMATION SECURITY LIABILITY (if selected) and B. REGULATORY DEFENSE AND PENALTIES (if selected); use of this limit reduces the limit for A. and B.</i>		
REPUTATION REPAIR	\$2,000,000	\$10,000
<i>REPUTATION REPAIR ENDORSEMENT amends F. CRISIS MANAGEMENT AND PUBLIC RELATIONS; use of this limit reduces limit for F.</i>		

#### Pre-Claim Assistance

\$3,680 Pre-claim assistance is a benefit included as part of the premium. See Section V, CLAIMS PROCESS, PRE-CLAIM ASSISTANCE of the Policy for more details.

#### Insurers and Quota Share Percentage

Insurer	Policy No.	Quota Share % of Loss	Quota Share Limit of Liability	Premium
Arch Specialty Insurance Company		30%	\$600,000	\$4,416.00
Aspen Specialty Insurance Company		10%	\$200,000	\$1,472.00
Fireman's Fund Indemnity Corporation		20%	\$400,000	\$2,944.00
Fortegra Specialty Insurance Company		35%	\$700,000	\$5,152.00
Vantage Risk Specialty Insurance Company		5%	\$100,000	\$736.00

#### Retroactive Date

Full Prior Acts Coverage

#### Continuity Date

May 01, 2025

#### Endorsements and Forms Effective at Inception

POLICY DECLARATIONS	SP 14 797 0221
SIGNATURE PAGE - USA	CYUSP-00NT-000002-0824-02
SIGNATURE PAGE ARCH	CYUSP-00NT-000006-0922-00
SIGNATURE PAGE FORTEGRA	CYUSP-00NT-000003-0323-01
SIGNATURE PAGE ASPEN SPECIALTY INSURANCE COMPANY	CYUSP-50NT-000003-0124-01
COALITION CYBER POLICY	SP 14 798 0419
QUOTA SHARE ENDORSEMENT	SP 15 629 0218
SERVICE OF SUIT ENDORSEMENT	SP 14 927 0219
BODILY INJURY AND PROPERTY DAMAGE ENDORSEMENT -- 1ST PARTY	SP 14 799 1117





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BODILY INJURY AND PROPERTY DAMAGE ENDORSEMENT -- 3RD PARTY	SP 14 800 0518
COMPUTER REPLACEMENT ENDORSEMENT	SP 17 514 0419
POLLUTION ENDORSEMENT	SP 14 801 0318
REPUTATION REPAIR ENDORSEMENT	SP 14 802 1117
REPUTATIONAL HARM LOSS	SP 16 383 0718
SERVICE FRAUD ENDORSEMENT	SP 16 183 0518
CAP ON LOSSES FROM CERTIFIED ACTS OF TERRORISM	SP 17 252 0219
DISCLOSURE PURSUANT TO TERRORISM RISK INSURANCE ACT	SP 17 255 0220
REGULATORY COVERAGE ENHANCEMENT ENDORSEMENT -- CCPA AND GDPR	SP 17 147 1119
COURT ATTENDANCE COST REIMBURSEMENT ENDORSEMENT	SP 16 777 0918
CRIMINAL REWARD COVERAGE	SP 16 670 0818
DUTY TO COOPERATE ENDORSEMENT	SP 17 274 0219
YOUR OBLIGATIONS AS AN INSURED ENDORSEMENT	SP 17 275 0219
AFFIRMATIVE AI ENDORSEMENT	CYUSP-50EN-000039-0324-01
AMENDED DEFINITION OF INSURED - INCLUDING INDEPENDENT CONTRACTORS AND ADDITIONAL INSUREDS	CYUSP-50EN-000020-0623-02
BETTERMENT ENDORSEMENT	SP 16 883 1018
BREACH RESPONSE SEPARATE LIMIT ENDORSEMENT	SP 16 296 0618
COALITION CONTROL® - ACTIVE INSURANCE ENDORSEMENT	CYUSP-50EN-000066-1024-01
CONSENT TO SETTLEMENT CHANGE ENDORSEMENT	SP 16 003 0418
ENHANCED SYSTEMS FAILURE CONTINGENT BUSINESS INTERRUPTION ENDORSEMENT	SP 18 134 0823
ENHANCED WAITING PERIOD FOR DENIAL OF SERVICE ATTACKS	SP 14 805 1117
INVOICE MANIPULATION ENDORSEMENT	SP 17 813 0819
MISCELLANEOUS AMENDMENTS (AMWINS) ENDORSEMENT	CYUSP-50EN-000045-0424-01
MULTI-FACTOR AUTHENTICATION (MFA) RETENTION REDUCTION	SP 17 814 0819
NON-IT VENDOR CONTINGENT BUSINESS INTERRUPTION ENDORSEMENT	CYUSP-50EN-000064-0924-01
PHISHING (IMPERSONATION) AND PROOF OF LOSS PREPARATION EXPENSE ENDORSEMENT	SP 18 435 0720
PRIMARY FOR BREACH RESPONSE ENDORSEMENT	SP 18 180 0320
SINGLE HIGHEST RETENTION/DEDUCTIBLE ENDORSEMENT/PRO RATA SHARING OF LIMITS COALITION PREFERRED - CYBER & EXECUTIVE RISK	CYUSP-50EN-000062-0824-01
WAIVER OF SUBROGATION PER CONTRACT ENDORSEMENT	SP 15 810 0318
WRONGFUL COLLECTION AND BIOMETRIC PRIVACY EXCLUSION	CYUSP 50EN 000009 0223 01
\$0 RETENTION FOR SERVICES FROM COALITION INCIDENT RESPONSE	CYUSP-50EN-000004-1022-01

#### Conditions:

This quotation expires within sixty (60) days or on the expiration date of the current coverage, whichever comes first.

This quotation for insurance coverage is issued based on the truthfulness and accuracy of the responses to the questions on the insurance application entered into our underwriting system.

If between the date of the quotation and the Effective Date of the proposed insurance contract, there is a material change in the condition of the Named Insured or if any notice of claim or circumstance giving rise to a claim is reported prior to the Effective Date of the proposed insurance contract, then the Named Insured must notify Coalition. Whether or not this quotation has already been accepted by the Named Insured, Coalition reserves the right to rescind this indication as of its



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Effective Date or to modify the final terms and conditions of the quotation upon review of the information. Coalition also reserves the right to modify the final terms and conditions upon review of the information received in satisfaction of the aforementioned conditions.

This quotation is also subject to our review and acceptance of responses to the following conditions:

- An authorized representative of the Named Insured signs the application within ten (10) days of the issuance of a binder or insurance coverage will not take effect.

Please note this quotation contains only a general description of coverage provided. For a detailed description of the terms, you must refer to the insurance contract itself and the endorsements listed herein.

## ORDINANCE NO. 1221

### AGENDA MEMORANDUM

#### REZONE

Date: May 22<sup>nd</sup>, 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:

#### UPDATE:

**During the discussion of the tentative agenda on May 8th, Councilman Ezell requested that the conditions placed on the rezoning, particularly item 17, be extended to a minimum of six-month leases. The April 14th Planning Commission minutes reflect that a minimum three-month lease was approved by the Planning Commission members.**

1. A screened trash enclosure shall be installed in a location approved by the Building Official.
2. Off-street parking shall be re-striped 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.

## **ORDINANCE NO. 1221**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 6510 RINGGOLD ROAD, TAX MAP #169L-M-017 AND TAX MAP #169L-M-017.01, FROM C-1 TOURISM COMMERCIAL DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT**

**WHEREAS**, Camille Stone, Source Stone Management, petitioned the East Ridge Planning Commission to recommend to the Mayor and Councilmembers of the City of East Ridge, Tennessee, the rezoning of property located at 6510 Ringgold Road, Tax Map #169L-M-017 and Tax Map #169L-M-017.01, from C-1 Tourism Commercial District to C-4 Planned Commerce Center District. The property is more particularly described as follows:

*Lot 2, Days Inn Subdivision, Plat Book 95, Page 70, ROHC, Deed Book 11641, Page 968, ROHC. Tax Map 169L-M-017*

*And*

*Lot 3, Days Inn Subdivision, Plat Book 14, Page 5, ROHC, Deed Book 10862, Page 489, ROHC. Tax Map 169L-M-017.01*

**WHEREAS**, the East Ridge Planning Commission held a public hearing on this petition on April 14, 2025, where it reviewed the rezoning request and heard and considered all statements concerning the petition; and

**WHEREAS**, the East Ridge Planning Commission, by motion, recommended approval of the rezoning petition on April 14, 2025; and

**WHEREAS**, the applicant has properly advertised in a paper of general circulation in the City of East Ridge that they will make application to the City Council of the City of East Ridge to request approval of the rezoning; and

**WHEREAS**, notices of the public hearing before the City Council of the City of East Ridge have been served upon all property owners in the City within a distance of 300 feet from the affected property; and

**WHEREAS**, the East Ridge City Council held a public hearing on May 22, 2025, at which time all interested parties were given an opportunity to be heard.

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, as follows:**

Section 1. That the zoning regulations and the zoning map of the City of East Ridge, Tennessee, be and the same hereby are amended to rezone the property located at 6510 Ringgold Road, Tax Map #169L-M-017 and Tax Map #169L-M-017.01, from C-1 Tourism Commercial District to C-4 Planned Commerce Center District, for uses consistent with such zoning.

Section 2. A screen trash enclosure shall be installed in a location approved by the Building Official.

Section 3. Off-street parking shall be re-striped and upgraded to meet the current parking requirements, including ADA-compliant spaces.

Section 4. 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.

Section 5. Perimeter landscaping shall be installed adjacent to residential use. Type B (20 ft) landscaping buffer is required to provide visual screening from the proposed residential apartments. Properties zoned commercial and manufacturing to the east, if the landscaping buffer cannot be met, then a privacy fence six (6) feet in height must be installed.

Section 6. No parking space can be more than sixty (60) feet from a tree.

Section 7. Ends of all interior parking bays that contain ten (10) contiguous parking spaces shall be bordered on both sides by a landscaping island.

Section 8. Ends of all perimeter parking bays shall be bordered by a landscaping peninsula.

Section 9. Parking requirements for residential use are to follow the amended C-4 parking requirements within the Ringgold Road Corridor.

Section 10. 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.

Section 11. There shall be no deviations from the design renderings provided to the Planning Commission and City Council for the proposed commercial buildings, except for interior square footage.

Section 12. The applicant shall obtain all necessary permits and bring all structures into full compliance with current building, fire, electrical, plumbing, and mechanical codes.

Section 13. A fire suppression system and monitored fire alarm system shall be installed and approved by the East Ridge Fire Marshal before occupancy.

Section 14. Units and common areas shall comply with ADA standards for accessible design, including ADA-compliant A & B residential units.

Section 15. A full-time, on-site property manager shall be provided. The management's contact information must be posted at the front entrance and provided to the City.

Section 16. The applicant shall submit a security plan to the City of 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 in feasible.
- c. Exterior security lighting.

Section 17. Outdoor lighting shall be downcast and shielded to prevent glare or spillover onto adjacent properties.

Section 18. The site shall not be used for hotels, motels, short-term rentals, or transitional housing purposes and all units shall be rented as permanent housing with a six (6)-month rental minimum.

Section 19. 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.

Section 20. 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. Once the first motel conversion is completed, the second motel building will be converted within an eighteen (18)-month time limit.

Section 21. Prior to occupancy, the building shall pass all final inspections and receive a certificate of occupancy from the City of East Ridge.

Section 22. The property shall be subject to annual reviews by City staff for a period of two (2) years. Continued issues may result in enforcement action or revocation of occupancy approvals.

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



Approved on First Reading \_\_\_\_\_, 2025

Approved on Second Reading \_\_\_\_\_, 2025

\_\_\_\_\_  
Brian W. Williams, Mayor

ATTEST:

\_\_\_\_\_  
J. Scott Miller, City Manager

APPROVED AS TO FORM:

\_\_\_\_\_  
Mark W. Litchford, City Attorney



# 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

6510 Ringgold Rd, Chattanooga, TN 37412

Requested Property Address

169LM017 & 169LM017.01

Property Tax Map No.

1.37

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

Property Owner Signature

Print

Date

Property Owner Signature

Print

Date

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:



## Zoning Change Application Form

<b>CASE NUMBER: 2025-0068</b>		<b>Date Submitted: 02/17/2025</b>	
Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed			
<b>1 Applicant Request</b>			
Rezone From: C-1		Rezone To: C-4	Total acres in request area: 1.37
<b>2 Applicant Requested Conditions</b>		Yes:	No: <input checked="" type="checkbox"/>
<b>3 Proposed Conditions – Attach a separate page if conditions won't fit in this box</b>			
None			
<b>4 Property Information</b>			
Property Address: 6510 Ringgold Rd		Property Tax Map Number: 169L-M-017 & 017.01	
<b>5 Proposed Development</b>			
Reason for request/Project description:		Changing from hotel to retail space & apartment community	
<b>6 Site Characteristics</b>			
Current Use:		Hotel	
Adjacent Uses:		Residential/Commercial	
<b>7 Applicant Information</b>			
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.			
<b>8 Property Owner Information</b> Only fill out this section if applicant is <b>not</b> the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.			
Name:			
Address (street, city, state, zip):			
Phone:		Email:	
<b>9 Applicant Signature and Consent</b>			
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:	
<b>Office Use Only:</b>			
<b>Checklist</b>			
<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

**DEVELOPMENT STANDARDS**

Lot Size

Setbacks

Building Height

**CURRENT C-1 DISTRICT**

☐

☐

☒

☐

☒

☒

**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

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

**CURRENT C-4 DISTRICT**

☐

☒

☒

☒

☒

☒

**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



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

- |   |  |                                       |   |
|---|--|---------------------------------------|---|
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            | <input type="checkbox"/> See Comments | <b>COMPATIBILITY WITH ADJACENT LAND USES</b><br>The surrounding land uses are a mix of residential, office, and commercial uses.  |
| <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No            | <input type="checkbox"/> See Comments | <b>COMPATABILITY WITH DEVELOPMENT FORM</b><br>The surrounding development form is single-family dwellings to the south and commercial development to the east and west along Ringgold Rd. |
| <input type="checkbox"/> Yes            | <input checked="" type="checkbox"/> No | <input type="checkbox"/> See Comments | <b>CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT</b><br>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.

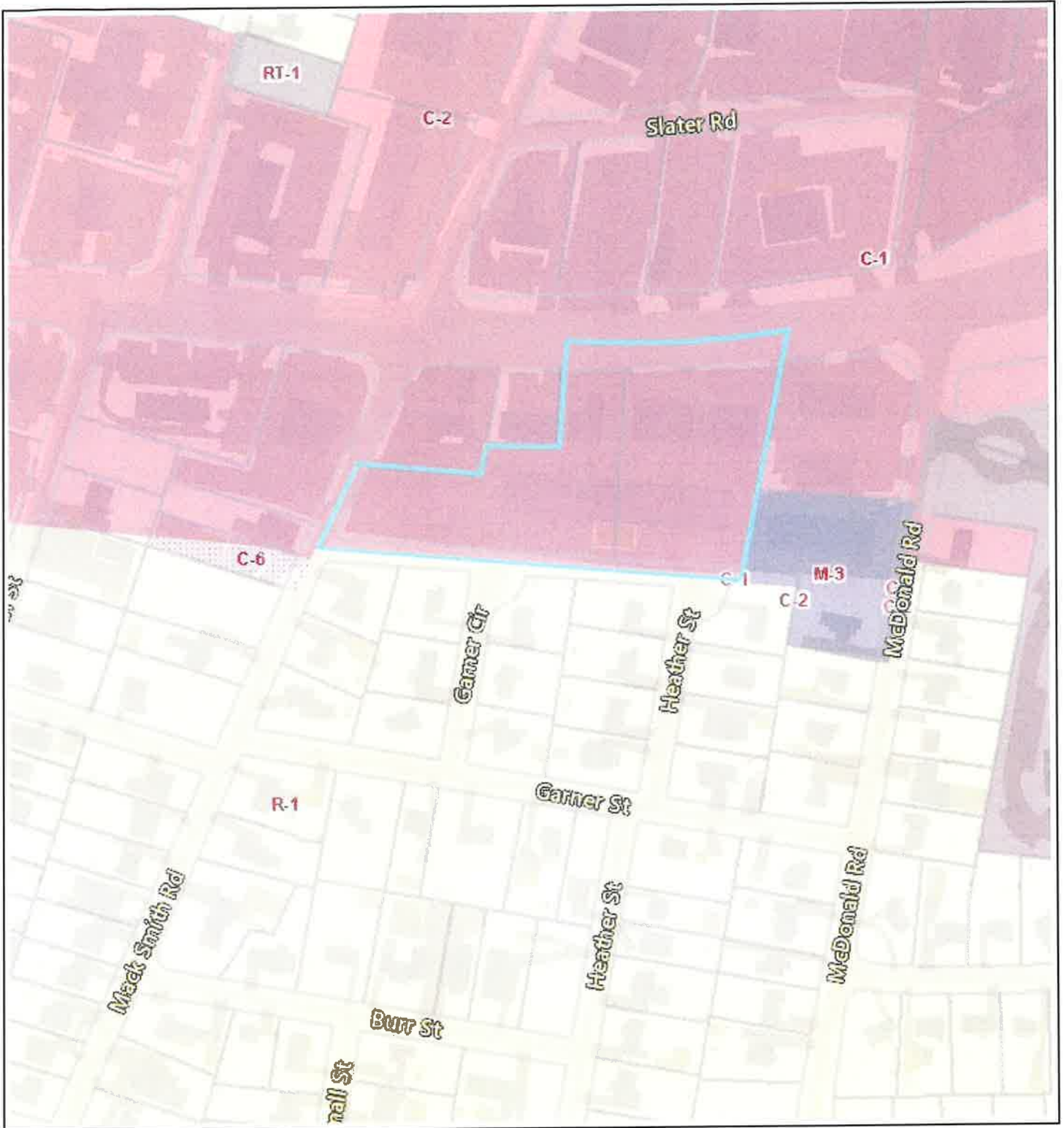
We appreciate your consideration and look forward to working together to bring a positive transformation to this property and the greater East Ridge community.

Sincerely,

*Justin Cox*

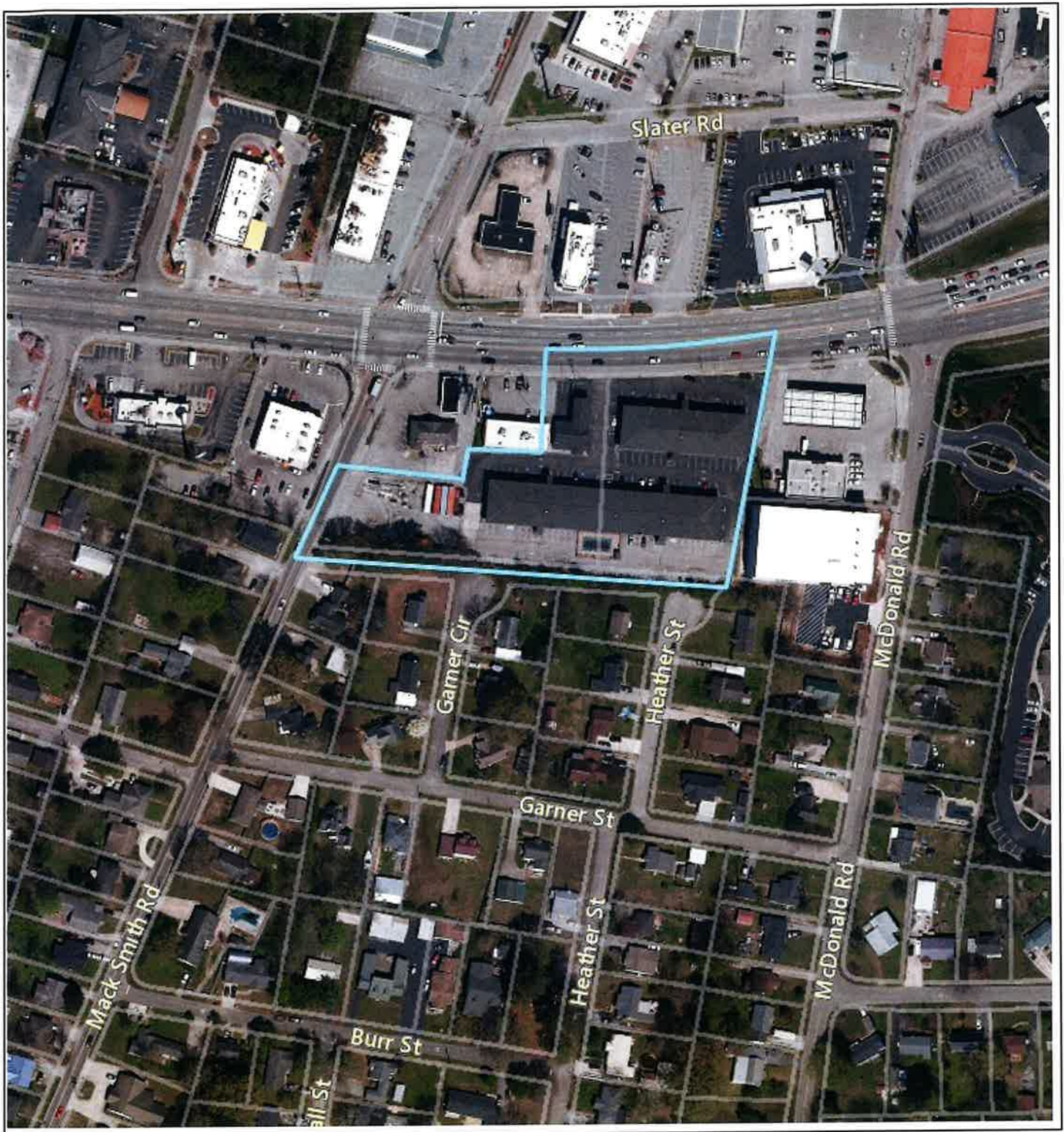
(423)260-8899

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





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





186 SPACES[illegible]

RINGGOLD ROAD PROPERTIES, LLC  
4620/306

UNIMPROVED STREET (30' R\W)

6510 RINGGOLD

6510 RINGGOLD SITE PLAN



SCALE: 1" = 20'-0"



# Modern Retail Space for Lease

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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

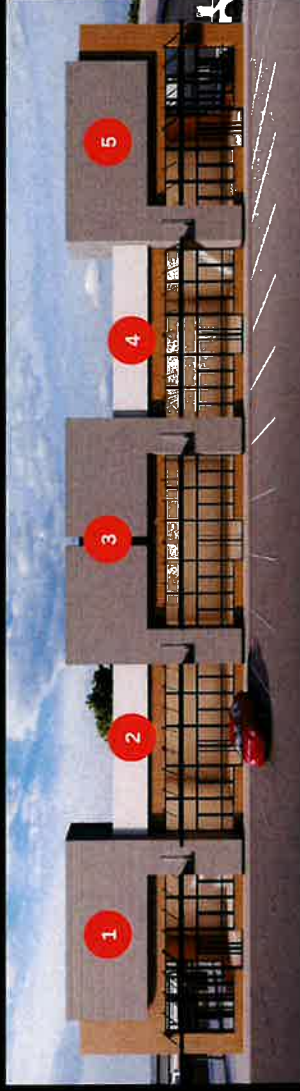
**Suite #2:** 1,550 SF

**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*



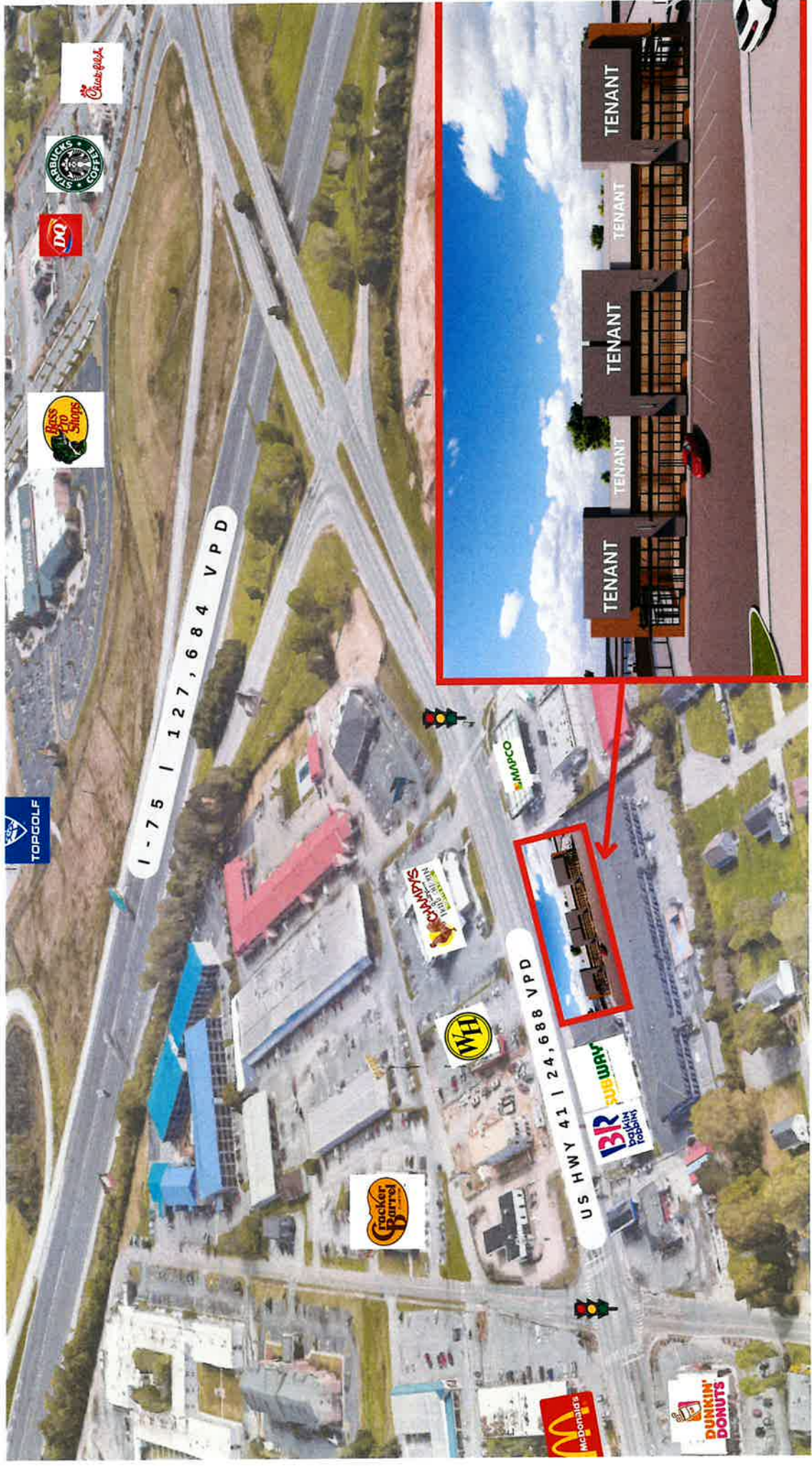
Oliver Smith Realty and Development Company is pleased to present a modern 10,000 SF strip center coming soon located directly off of I-75. This center will consist of five (5) suites ranging in desirable sizes for tenants or businesses looking to expand. Three (3) suites will be 2,300 SF, and suite #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.









AGENDA MEMORANDUM  
FISCAL YEAR 2025-2026 BUDGET

May 22, 2025

Submitted By:

  
J. Scott Miller, City Manager

SUBJECT:

The Small Cities Coalition met las Wednesday, May 14, 2025 at East Ridge City Hall. Marty Haynes, Hamilton County Property Tax Assessor, was present to provide an update on property tax assessments. He mentioned that Red Bank and East Ridge were the two cities in Hamilton County that showed the greatest increase in assessments, both residential and commercial.

Mr. Hayes informed the group that he will be forwarding all preliminary assessments to the Tennessee State Controller's Office for their review and sanctioning this Wednesday, May 21st. Thereafter, the State will notify Hamilton County and the County will send out the Certified Tax Rate (CTR) to the respective cities. This may not occur until the middle of June 2025.

If the City is not notified of its final CTR before the first reading of the budget ordinance is scheduled for reading and approval (June 12, 2025), then the City should note in the budget ordinance that a subsequent certified tax rate will be adopted once known. This budget has been developed based on a revenue neutral property tax rate. Lastly, the City Council intends to adopt the CTR when it becomes available by a separate ordinance.

JSM/

**ORDINANCE NO. 1224**

**AGENDA MEMORANDUM**

**Rezone**

**Date: June 12th, 2025**

Submitted by:

A handwritten signature in black ink, appearing to read 'Michael Howell', is written over a horizontal line.

Michael Howell, Chief Building Official

**SUBJECT:**

On May 5<sup>th</sup>, 2025, Buddy Presley, Jr., of Presley Law Firm, petitioned the East Ridge Planning Commission to have the property located at 3210 Ardian Trail (Tax Map ID#168C-J-005) rezoned from R-1 Residential District to C-2 General Commercial District.

The East Ridge Planning Commission denied the request to rezone.





# City of East Ridge

1517 Tombras Avenue  
East Ridge, Tennessee 37412  
(423)867-7711 • [www.eastridgetn.gov](http://www.eastridgetn.gov)

Department of Building and Codes

DATE: April 30, 2025  
TO: Planning Commission Members  
FROM: Building and Codes Department  
SUBJECT: Rezone

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Applicant: Buddy Presley, Jr

Location: 3210 Ardian Trail  
Tax Map Number: 168C-J-005

Consider the request of Buddy Presley, Jr., Presley Law Firm, to have the property located at 3210 Ardian Trail rezoned from R-1 Residential District to C-2 General Commercial District.

This request is to use the parcel for the storage of school buses.

Compatibility challenges are as follows:

1. The site is surrounded by low-intensity residential land uses. There are no commercial uses near the site. The commercial uses are to the east along the Ringgold Rd commercial corridor.
2. The site is located in a single-family detached residential subdivision with 1-2 story dwellings and individual driveways. There are no commercial developments near the site and the presence of multiple large school buses would alter the visual character and reduce neighborhood cohesion.
3. Introducing a commercial zone at this location is a spot zone and would introduce commercial/industrial level activity into a low intensity residential setting, thus inviting additional incompatible uses nearby. There are nuisance concerns because the C-2 district allows auto-oriented, utility substations, and ambulance services that could produce lighting, noise, and odor nuisances to the adjacent residential properties.
4. Allowing a single property to be zoned commercial could lower surrounding property values and increase resistance to future residential investments in the area.
5. Early morning engine warm-ups, coupled with challenges to fencing or vegetation for screening and buffering, generate unavoidable levels of sound and odor that are not appropriate or compatible with nearby residential properties.
6. The city council adopted Resolution 3517, which provides guidelines for rezoning that increase the intensity of uses and/or population, recognizing the importance of protecting the integrity of R-1 Single Family residential neighborhood districts.

**Brian Williams**  
Mayor

**David Tyler**  
Vice-Mayor

**Jacky Cagle**  
Councilmember

**Andrea Witt**  
Councilmember

**Jeff Ezell**  
Councilmember

**J. Scott Miller**  
City Manager

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

<b>CASE NUMBER:</b> 2025-0073	<b>APPLICANT:</b> Buddy B. Presley, Presley Law Firm	<b>PROPERTY OWNER:</b> Tonia Floyd
<b>PROPERTY ADDRESS:</b> 3210 Ardian Trail	<b>TAX MAP PARCEL ID:</b> 168C-J-005	<b>JURISDICTION:</b> East Ridge
<b>SIZE OF PROPERTY:</b> 0.52 acres	<b>REQUEST:</b> Rezone from R-1 to C-2 for school bus storage on the property.	

**PROPERTY DESCRIPTION**

<b>EXISTING LAND USE</b> Single Unit Detached Residential	<b>SURROUNDING LAND USES</b> <u>North:</u> Single Unit Detached Residential <u>East:</u> Single Unit Detached Residential <u>South:</u> Single Unit Detached Residential <u>West:</u> Single Unit Detached Residential		<b>ACCESS</b> Ardian Trail and Tamarack Trail
<b>TRANSPORTATION</b> Ardian Trail is a local road.	<b>PROPOSED RESIDENTIAL DENSITY</b> 1.9 du/ac	<b>ADJACENT RESIDENTIAL DENSITY</b> 2.5 du/ac	<b>NATURAL RESOURCES</b> N/A

**ZONING**

<b>ZONING HISTORY</b>	<ul style="list-style-type: none"> <li>There is no recent zoning history for the site.</li> <li>The closest C-2 district is approximately 655' to the east along Ringgold Rd.</li> </ul>		
<b>ZONE DISTRICT COMPATIBILITY</b>	<b>USE</b>	<b>CURRENT R-1 ZONE</b>	<b>PROPOSED C-2 ZONE</b>
	Single-Family Residential	<input checked="" type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Lodging	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	<b>DEVELOPMENT STANDARDS</b>	<b>CURRENT R-1 ZONE</b>	<b>PROPOSED C-2 ZONE</b>
	Lot Size	10,000 sf	N/A
	Setbacks	Front: 25' Side: 10' Rear: 25'	Front: 25' from right-of-way Side: 25' when adjacent to R-1 Rear: 0'
	Building Height	2.5 stories or 35' except that a building may exceed requirements provided for every foot of additional height the building shall be set back 1' from all property lines	No building shall exceed in height the shortest distance from building to nearest boundary of an R-1 district.

**DISCUSSION OF STAFF RECOMMENDATION**

<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> See Comments	<b>COMPATIBILITY WITH ADJACENT LAND USES</b> The site is surrounded by low intensity residential land uses. There are no commercial uses near the site. The commercial uses are to the east along the Ringgold Rd commercial corridor.
---	---

<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> See Comments	<p><b>COMPATABILITY WITH DEVELOPMENT FORM</b></p> <p>The site is located in a single-family detached residential subdivision with 1-2 story dwellings and individual driveways. There are no commercial developments near the site.</p>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See Comments	<p><b>CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT</b></p> <p>Introducing a commercial zone at this location is a spot zone. It will set a precedent for future requests. There are nuisance concerns because the C-2 district allows auto-oriented, utility substations, and ambulance services that could produce lighting, noise, and odor nuisances to the adjacent residential properties.</p>

# Presley Law Firm

*An Association of Professional Corporations*

*Attorneys and Counselors at Law*

**BUDDY B. PRESLEY, JR.\***

**P: 423-826-1800**

**F: 423-826-1837**

**MAILING ADDRESS:**

1384 Gunbarrel Road, Suite A  
CHATTANOOGA, TN 37421

\* Admitted in Tennessee and Georgia

March 4, 2025

**Jennifer Ware**

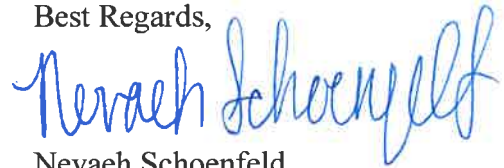
[jware@chattanooga.gov](mailto:jware@chattanooga.gov)

In re: RPA Application – Tonia Floyd – 3210 Ardian Trail

To whom it may concern,

Our client Tonia Floyd would like to rezone her property from residential to commercial in order to park her buses on her property pursuant to the first responders act [34 USC 10705(1)]. It is important that Ms. Floyd is able to park the buses on her property for 4 East Ridge Schools she services with the five (5) school buses she parks at 3210 Ardian Trail.

Best Regards,



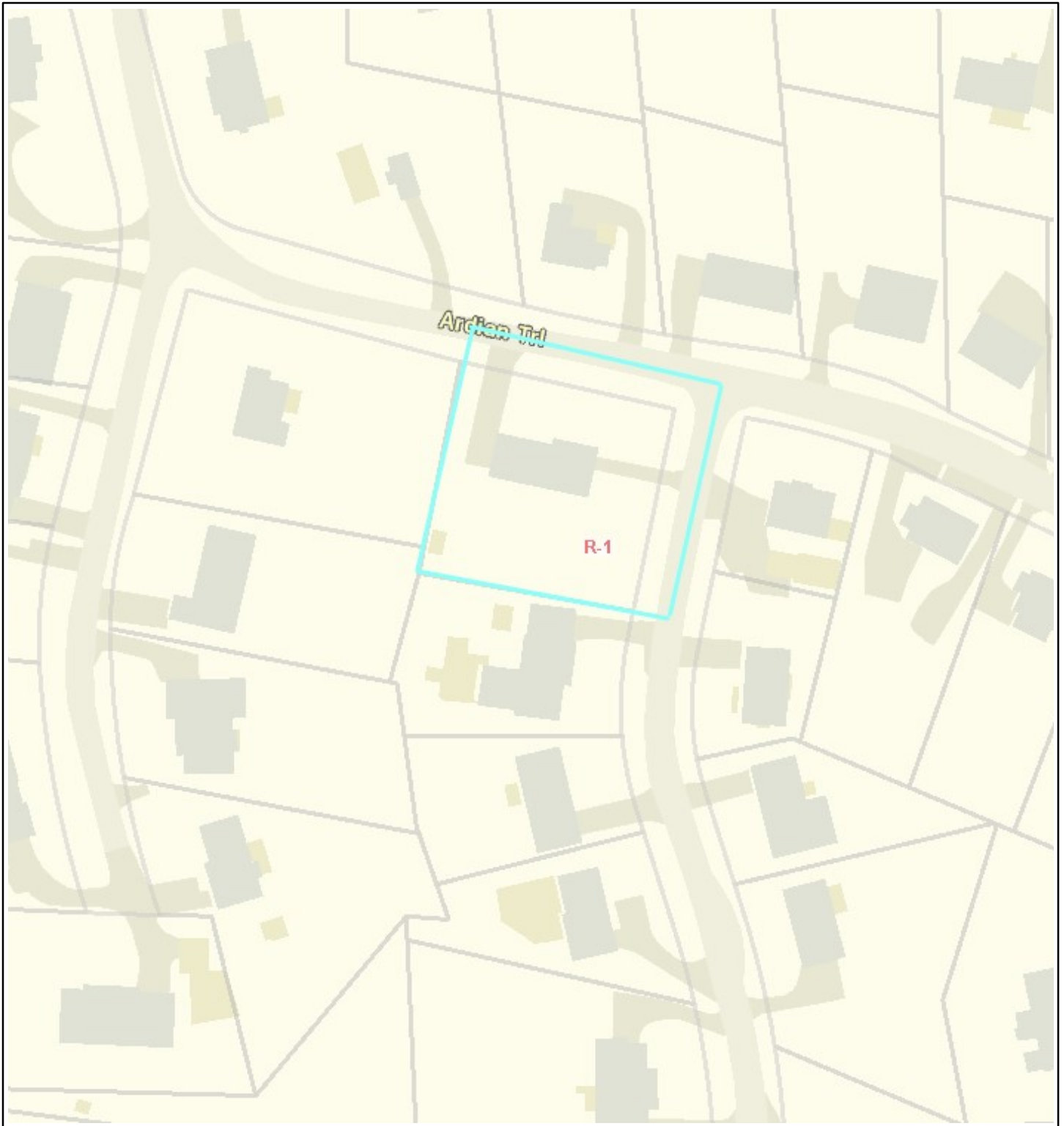
Nevaeh Schoenfeld  
*Paralegal*



## Zoning Change Application Form

<b>CASE NUMBER: 2025-0073</b>				<b>Date Submitted: 3/17/2025</b>				
Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed								
<b>1 Applicant Request</b>								
Rezoned From: R-1			Rezoned To: C-2			Total acres in request area: 0.52		
<b>2 Applicant Requested Conditions</b>				Yes:		No: <input checked="" type="checkbox"/>		
<b>3 Proposed Conditions – Attach a separate page if conditions won't fit in this box</b>								
N/A								
<b>4 Property Information</b>								
Property Address: 3210 Ardian Trail				Property Tax Map Number: 168C-J-005				
<b>5 Proposed Development</b>								
Reason for request/Project description:		School Bus Storage on Property						
<b>6 Site Characteristics</b>								
Current Use:		Residential and School Bus Storage						
Adjacent Uses:		Residential						
<b>7 Applicant Information</b>								
Name: Buddy B. Presley, Jr. with Presley Law Firm								
Address (street, city, state, zip): 1384 Gunbarrel Rd, Suite A, Chattanooga, TN 37421								
Phone: 423-826-1800				Email: bpresley@presleylawfirm.com				
Primary Contact (if different than applicant information):								
Address (street, city, state, zip):								
Phone:				Email:				
<input type="checkbox"/> If the Applicants Information is the same as the Property Owners, please check the box to the left.								
<b>8 Property Owner Information</b> Only fill out this section if applicant is <u>not</u> the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.								
Name: Tonia Floyd								
Address (street, city, state, zip): 3210 Ardian Trail, East Ridge, TN 37412								
Phone: 423-2909-7543				Email: toniam30@yahoo.com				
<b>9 Applicant Signature and Consent</b>								
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: _____				
<b>Office Use Only:</b>								
<b>Checklist</b>								
<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: East Ridge				Application processed by: Jennifer Ware				
Staff Recommendation :			PC Action/Date:			Legislative Action/Date/Ordinance:		

## 2025-0073 Rezoning from R-1 to C-2



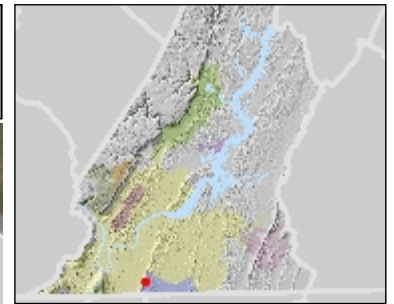


# 2025-0073 Rezoning from R-1 to C-2





# GISMO 5



## Legend

- Address Labels
- Parcels
- Road Paved Surface
- County Boundary
- Recycling Centers
- Healthcare Facilities
- Emergency Services Locations
  - FIRE
  - MEDIC
  - POLICE
- Cemeteries
- Religious Facilities
- Schools
- Building Footprints
- Miscellaneous Structures
- Driveways
- Parking
- Water Bodies
- Other Water Bodies
- Recreational Areas
- Surrounding
- Hamilton

0 50.00 100.0Feet

NAD\_1983\_StatePlane\_Tennessee\_FIPS\_4100\_Feet  
© Latitude Geographics Group Ltd.



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.

**DISCLAIMER**

Site plan 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 requested 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.

**ORDINANCE NO. 1226**

**AGENDA MEMORANDUM**

**June 12,2025**

Submitted by:

*Diane Qualls*  
Diane Qualls, Finance Director

This will be the final budget amendment of the year, this is being done to make sure that all expenditures have been accounted for in the budget.

This process will make sure that we have not exceeded any of our budgets during the year.

**RESOLUTION NO. 3692**

**AGENDA MEMORANDUM**

**Appointment by Councilmember Andrea Witt  
to fill an unexpired term on the East Ridge Beer Board**

**June 12, 2025**

Submitted by:



Jennifer Deitrick, City Clerk

Josh Walker was appointed to the East Ridge Beer Board for a three-term starting November 27, 2023 and ending November 26, 2026. However, Mr. Walker submitted his resignation from the Beer Board, effective May 15, 2025, due to his relocation outside of the City of East Ridge City limits.

Resolution No. 3692 is to memorialize Councilmember Andrea Witt's appointment to the East Ridge Beer Board to fill the unexpired term. The term will be effective June 12, 2025, and will expire on November 26, 2026.