

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

**AGENDA
July 10, 2025
6:00 pm**

1. Call to Order
2. Invocation
3.
 - A. Roll Call
 - B. Milestone Award
4. Consent Agenda
 - A. Approval of Minutes June 26, 2025
 - B. May 2025 Financial Report
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business: NONE
9. New Business
 - A. **PUBLIC HEARING FOR ORDINANCE NO. 1229** - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 101 KINGWOOD DRIVE, TAX MAP #168E-K-003 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT
 - B. **ORDINANCE NO. 1229** - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 101 KINGWOOD DRIVE, TAX MAP #168E-K-003 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT
 - C. **PUBLIC HEARING FOR RESOLUTION NO. 3698** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3714 SULLIVAN AVENUE
 - D. **RESOLUTION NO. 3698** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3714 SULLIVAN AVENUE

- E. **RESOLUTION NO. 3699** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A VARIANCE TO SIGN ORDINANCE NO. 1028 FOR THE PROPERTY LOCATED AT 6302 RINGGOLD ROAD, TAX MAP # 169L-J-004
- F. **RESOLUTION NO. 3700** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A JOHN DEERE GATOR UTILITY VEHICLE FROM AG-PRO THROUGH THE SOURCEWELL COOPERATIVE PURCHASING AGREEMENT, LISTING #031121-DAC
- G. **RESOLUTION NO. 3701** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A BRIGGS AND STRATTON 40 HP MOWER THROUGH THE BUYBOARD COOPERATIVE PURCHASING AGREEMENT
- H. **RESOLUTION NO. 3702** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A COMPACT UTILITY TRACTOR THROUGH THE BUYBOARD COOPERATIVE PURCHASING AGREEMENT
- I. Discussion of Tentative Agenda for the **July 24, 2025** City Council Meeting (see Attachment A)

10. Adjournment

ATTACHMENT A
TENTATIVE AGENDA
July 24, 2025

8. Old Business

- A. **ORDINANCE NO. 1229** - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 101 KINGWOOD DRIVE, TAX MAP #168E-K-003 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT

9. New Business

- A. **RESOLUTION NO. _____** - Approving the execution and delivery of a development agreement with JDH Company, Inc. relating to a project in the Border Region Retail Development District
- B. **RESOLUTION NO. _____** - Approving the execution and delivery of a development agreement with ER Investment, LLC relating to a project in the Border Region Retail Development District
- C. **RESOLUTION NO. _____** - Approval of the 2025 Parks and Recreation Athletic Soccer Field Equipment and Field Maintenance Supplies Bid
- D. **RESOLUTION NO. _____** - Approval of the 2025 Parks and Recreation Athletic Field Equipment and Field Maintenance Supplies for Baseball and Softball Fields at Camp Jordan Park
- E. **RESOLUTION NO. _____** - Approval of the 2025 Parks and Recreation Fall / Winter Uniforms bid
- F. **RESOLUTION NO. _____** - Approval of installation of synthetic turf on Fields 5 through 8 at Camp Jordan Park.
- G. **RESOLUTION NO. _____** - Approval of Annual Bids for Street Department Materials for FY 2025 – 2026
- H. **RESOLUTION NO. _____** - Approval of bond issue through the Tennessee Municipal Bond Fund to purchase a sanitation truck and a dump truck

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

**June 26, 2025
6:00 p.m.**

The East Ridge City Council met pursuant to the meeting notice on June 26, 2025, at 6:00 p.m. in the East Ridge City Hall Council Chambers. Mayor Williams called the meeting to order.

Robert Jones 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, and Finance Director / Deputy City Clerk Diane Qualls

Attendance: Fifteen

Approval of Minutes June 12, 2025:

Councilmember Witt made motion to approve June 12, 2025, minute. Second by Vice Mayor Tyler. There being no discussion, Mayor Williams asked for a roll call vote. All voted in favor. Motion carried unanimously.

Communication from Citizens:

Mack Hughes, 1108 Greenslake Road, expressed his concerns for the condition of various streets in the City.

Communication from Councilmembers:

Councilmember Cagle – Nothing at this time.

Vice Mayor Tyler – Nothing at this time.

Councilmember Witt – Nothing at this time.

Councilmember Ezell – Nothing at this time

Mayor Williams reported that the Fall Festival will be September 27-28, 2025.

Communication from City Manager:

- The resurfacing program for FY 2025 began today and should be complete in 4–5 weeks.
- The City has received a grant from the TN Department of Agriculture to help with the City's spay and neuter program.
- There is a new fraud going around that involves building permits. If anyone receives any emails or text, please call the City's Building and Codes Department and let them know.
- The stone veneer is almost complete on Venue 1921 and the roofing is also going on.
- Germantown Road will be closed this coming weekend.

Old Business:

PUBLIC HEARING FOR ORDINANCE NO. 1225 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, SETTING THE PROPERTY TAX RATE FOR THE YEAR 2025 AT THE RATE OF \$0.7993 PER ONE-HUNDRED DOLLARS (\$100.00) OF THE ASSESSED VALUATION OF REAL PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF EAST RIDGE, TENNESSEE

City Attorney Litchford read the ordinance by caption.

Mayor Williams opened the public hearing. City Manager Miller explained that since this was a reappraisal year and the homes in East Ridge increased that the certified tax rate must be revenue neutral. There being no discussion from the citizens, Mayor Williams closed the public hearing.

ORDINANCE NO. 1255 - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, SETTING THE PROPERTY TAX RATE FOR THE YEAR 2025 AT THE RATE OF \$0.7993 PER ONE-HUNDRED DOLLARS (\$100.00) OF THE ASSESSED VALUATION OF REAL PROPERTY WITHIN THE CORPORATE LIMITS OF THE CITY OF EAST RIDGE, TENNESSEE (2nd Reading)

City Attorney Litchford read the ordinance by caption.

Vice Mayor Tyler moved to approve Ordinance 1225. Second by Councilmember Witt. Mayor Williams asked for roll call. All voted in favor. Motion carried unanimously.

PUBLIC HEARING FOR ORDINANCE NO. 1226 – 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 JULY1, 2025 AND ENDING JUNE 30, 2026

City Attorney Litchford read the ordinance by caption.

City Manager Miller provided an overview of the budget:

- No tax or permit/license increases.
- Does not draw upon the fund balance to stabilize the general operating budget.
- Maintains a healthy unassigned fund balance.
- Three percent cost of living adjustment and 11% increase on health insurance.
- Two (2) new firefighters beginning in January 2026 and one (1) full time park attendant by converting two part time to one full time. Two (2) new employees to staff Venue 1921.
- General Fund Capital Outlay totaling \$ 761,242.
- Total of \$ 1.3 million for resurfacing in FY 2026.
- Sanitation fees increase by \$ 2 a month.

There being no further discussion, Mayor Williams closed the public hearing.

ORDINANCE NO. 1226 – 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 JULY1, 2025 AND ENDING JUNE 30, 2026 (2nd Reading)

City Attorney Litchford read the ordinance by caption.

Vice Mayor Tyler moved to approve Ordinance No. 1226. Second by Councilmember Witt. There being no further discussion, Mayor Williams asked for a roll call. All voted in favor. Motion carried unanimously.

PUBLIC HEARING FOR ORDINANCE NO. 1227 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSE TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL CHAPTER 1, SECTION 122, OF THE EAST RIDGE MUNICIPAL CODE TO INCREASE THE SANITATION SPECIAL ASSESSMENT

City Attorney Litchford read the ordinance by caption.

Mayor Williams opened the public hearing. City Manager Miller explained that the fee has not been raised in over 10 years and the costs of providing this service to our citizens have increased due to various factors. There being no further discussion, Mayor Williams closed the public hearing.

ORDINANCE NO. 1227 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSE TO AMEND TITLE 17, REFUSE AND TRASH DISPOSAL CHAPTER 1, SECTION 122, OF THE EAST RIDGE MUNICIPAL CODE TO INCREASE THE SANITATION SPECIAL ASSESSMENT

City Attorney Litchford read the ordinance by caption.

Councilmember Witt moved to approve Ordinance No. 1227. Second by Vice Mayor Tyler. There being no further discussion, Mayor Williams asked for a roll call vote. All voted in favor. Motion carried unanimously.

ORDINANCE NO 1228 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2025 OPERATING BUDGET, ORDINANCE NO. 1206, BY CHANGING THE REVENUES AND EXPENDITUES OF VARIOUS FUNDS (2nd reading)

City Attorney Litchford read the ordinance by caption.

Finance Director Qualls stated that there have been no changes since first reading. Vice Mayor Tyler moved to approve Ordinance No. 1228. Second by Councilmember Witt. There being no further discussion, Mayor Williams asked for a roll call vote. All voted in favor. Motion carried unanimously.

New Business:

RESOLUTION NO. 3695 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR MASONRY SAND TO TOP DRESS ATHLETIC FIELDS AT CAMP JORDAN PARK FOR FISCAL YEAR 2025-2026

City Attorney Litchford read the resolution by caption.

Parks and Recreation Director Skiles reported that only one bid was received. The bid was submitted by T.J. Hunt, LLC for an amount of \$45.00 per ton.

Councilmember Witt moved to approve Resolution 3695. Second by Councilmember Ezell. There be no further discussion, Mayor Williams asked for a roll call. All voted in favor. Motion carried unanimously.

RESOLUTION NO. 3696 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY TO ENTER INOT FIVE-YEAR MAINTENANCE AGREEMENT WITH TRANE FOR HVAC SERVICES AT THE EAST RIDGE ANIMAL SHELTER

City Manager Miller requested that Resolution No. 3696 be moved to the July 10, 2025 meeting to allow him to conduct more research. Council agreed.

RESOLUTION NO. 3697 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE BID OF APAC-ATLANTIC, INC. D/B/A TALLEY CONSTRLUCTION FOR THE RESURFACING OF JOHN ROSS ROAD

City Attorney Litchford read the resolution by caption.

City staff requested approval of the bid from APAC-Atlantic, Inc. dba Talley Construction in the amount of \$750,016.13.

Vice Mayor Tyler moved to approve Resolution 3697. Second by Councilmember Witt. Following some discussion, Mayor Williams asked for a roll call. All voted in favor. Motion carried unanimously.

Discussion of Tentative Agenda for the July 10, 2025, City Council Meeting (see Attachment A)

Old Business

RESOLUTION 3696 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY TO ENTER INTO A FIVE-YEAR MAINTENANCE AGREEMENT WITH TRANE FOR HVAC SERVICES AT THE EAST RIDGE ANIMAL SHELTER

No discussion.

New Business

Public hearing for Ordinance No. _____, Property located at 101 Kingwood Circle, Tax Map ID #168E-K – 003 rezone from R-1 Residential District to C-2 General Commercial District

No discussion.

Ordinance no. _____, Property located at 101 Kingwood Circle, Tax Map ID#168E-K-003, rezone from R-1 Residential District to C-2 General Commercial District

No discussion.

RESOLUTION NO. -Sign variance request for the property located at 6302 Ringgold Road.

No discussion.

Appeal for cleanup – 3714 Sullivan Avenue.

No discussion.

Adjournment

There being no further business, the June 26, 2025, Regular Meeting of the City Council of the City of East Ridge was adjourned.

APPROVED:

MAYOR

DEPUTY CITY CLERK

Summary Financial Statement of Revenues and Expenditures
May-25

Unaudited		Spent YTD			91.67%	
FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
110						
REVENUES						
31100	Property Taxes	6,657,579	6,434,733	6,355,851	95.47%	91.67%
31200	Property Taxes (Delinquent)	500,000	224,734	427,711	85.54%	91.67%
31610	Local Sales Tax - Co. Trustee	4,740,000	3,851,018	3,926,733	82.84%	91.67%
31611	Incremental State Sales Tax	8,597,436	7,397,436	7,902,012	91.91%	91.67%
31710	Wholesale Beer Tax	440,000	404,808	356,670	81.06%	91.67%
31800	State Net Allocation	300,000	323,024	361,483	120.49%	91.67%
31810	Minimum Business Licenses	10,000	3,423	3,409	34.09%	91.67%
31824	Solicitors Permit	0	115	0	0.00%	91.67%
31827	5% State Commission	30,000	30,965	33,737	112.46%	91.67%
31912	Cable TV Franchise Tax	196,000	143,286	126,681	64.63%	91.67%
31961	Liens Collected by Trustee	25,000	28,881	30,544	122.18%	91.67%
32120	Wrecker Licenses	350	400	350	100.00%	91.67%
32200	Alcoholic Beverage Tax	240,000	217,394	212,578	88.57%	91.67%
32210	Beer Licenses & Etc.	9,500	7,868	6,655	70.05%	91.67%
32220	Liquor Licenses	3,500	450	2,841	81.18%	91.67%
32225	Fireworks Fees/Permits	3,000	5,000	3,200	106.67%	91.67%
32226	Annual Fireworks Permit Fee	300	500	100	33.33%	91.67%
32227	Vacation Rental Fee	0	0	501	0.00%	91.67%
32610	Building Permits	225,000	86,615	107,076	47.59%	91.67%
32615	Fire Preventions/Permits	1,000	2,330	2,285	228.50%	91.67%
32620	Electrical Permits	30,000	17,045	21,927	73.09%	91.67%
32630	Plumbing Permits	15,000	12,137	15,399	102.66%	91.67%
32640	Natural Gas Permits	2,000	2,065	1,264	63.18%	91.67%
32650	Excavating Permits	8,000	18,400	6,200	77.50%	91.67%
32660	Zoning Permits	3,000	3,950	1,650	55.00%	91.67%
32671	Regular Sign Permits	3,500	3,920	3,319	94.83%	91.67%
32672	Temporary Sign Permits	300	0	0	0.00%	91.67%
32690	Plan Review Fees	100	0	0	0.00%	91.67%
32691	Tree Trimming Permits	100	40	20	20.00%	91.67%
32905	Other Code Fees	28,000	28,893	9,513	33.98%	91.67%
32960	Yard Sale Permits	200	50	100	50.00%	91.67%
32990	Mechanical Permits	20,000	20,078	14,969	74.85%	91.67%
33190	FEMA/TEMA 2021	0	22,482	0	0.00%	91.67%
33191	Appropriation St. of TN	300,000	300,000	300,000	100.00%	91.67%
33410	Police In-Service	37,600	31,200	32,800	87.23%	91.67%
33420	Police Bonus Sup.	0	0	30,400	0.00%	91.67%
33430	Fire In-Service	24,800	0	22,400	90.32%	91.67%
33490	Police Retention	0	0	26,000	0.00%	91.67%
33510	State Sales Tax	2,754,000	2,250,357	2,301,073	83.55%	91.67%
33511	Telecom Sales Tax	5,000	3,963	3,964	79.28%	91.67%
33512	Sportsbetting	38,000	41,153	48,432	127.45%	91.67%
33513	Occupcity Tax	1,500	1,994	1,187	79.12%	91.67%
33515	State Tax/Telecom	500	0	1	0.01%	91.67%
33530	State Beer Tax	10,680	9,743	9,329	87.35%	91.67%
33540	State Mixed Drink Tax	110,000	107,030	107,595	97.81%	91.67%
33552	State City Streets	40,565	33,828	33,734	83.16%	91.67%

33591	TVA Gross Receipts	266,004	203,971	201,977	75.93%	91.67%
FISCAL YEAR ENDING 06/30/2025				Variance		
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
33593	Corporate Excise Tax	6,000	1,386	430	7.16%	91.67%
34121	Clerks' Fees - Business Tax	2,000	2,369	1,880	94.00%	91.67%
34211	Accident Report Charges	2,000	1,636	1,911	95.54%	91.67%
34212	DL Reinstatement Fee	2,000	1,530	1,940	97.00%	91.67%
34221	Ridgeside Contract	121,268	106,887	111,162	91.67%	91.67%
34231	Police Services	1,000	882	3,668	366.77%	91.67%
34314	Mowing	9,800	0	0	0.00%	91.67%
34500	Donations New Shelter	5,000	4,580	2,610	52.20%	91.67%
34515	Rabies/Spay	500	240	0	0.00%	91.67%
34516	Registration	1,000	1,748	1,825	182.50%	91.67%
34517	Adoption	1,500	1,412	3,385	225.67%	91.67%
34518	Board & Impound Fees	1,000	560	590	59.00%	91.67%
34520	A/S Donations-Designated	1,000	300	1,676	167.60%	91.67%
34641	Indoor Soccer Income	188,760	180,396	198,883	105.36%	91.67%
34642	Community Center Income	43,000	40,085	35,829	83.32%	91.67%
34643	Outdoor Soccer Fees	81,320	84,045	89,274	109.78%	91.67%
34644	Baseball Fees	41,550	49,006	44,911	108.09%	91.67%
34645	Softball Fees	28,510	17,303	31,418	110.20%	91.67%
34646	Gate	30,000	53,587	26,924	89.75%	91.67%
34648	Adult League - Softball	30,000	29,815	29,890	99.63%	91.67%
34649	Concerts/Events	10,000	715	6,514	65.14%	91.67%
34651	Arena	145,000	131,050	144,096	99.38%	91.67%
34652	Pavilion Rental	22,000	20,076	16,793	76.33%	91.67%
34653	Track Rental	2,000	1,537	1,335	66.75%	91.67%
34654	Field Rental	62,000	66,519	73,454	118.47%	91.67%
34655	Amphitheater	16,000	11,536	7,517	46.98%	91.67%
34656	Concessions	50,000	55,775	68,400	136.80%	91.67%
34657	Overnight - Rv Rental	24,000	15,733	20,984	87.43%	91.67%
34658	Tournament Team Fees	4,000	3,975	1,719	42.98%	91.67%
34712	Sponsorship/Parks & Rec	5,000	4,650	12,830	256.60%	91.67%
34720	Football Gate	5,000	7,023	4,246	84.91%	91.67%
34751	Basketball Gate	20,000	17,433	17,459	87.30%	91.67%
34742	Basketball Player Fees	22,850	22,470	15,578	68.17%	91.67%
34743	Football Player Fees	23,530	21,063	31,945	135.76%	91.67%
34744	Photography	1,200	1,028	0	0.00%	91.67%
34745	Vending/Concessions	15,000	15,409	6,287	41.91%	91.67%
34746	Cheerleading	2,270	940	2,750	121.15%	91.67%
34747	Rent-Arena Equipment	25,000	25,517	45,985	183.94%	91.67%
34749	Soccer Field Rentals	80,000	64,511	88,673	110.84%	91.67%
34760	Library Charges	1,000	686	1,023	102.33%	91.67%
34761	Library - Copies	1,000	737	1,904	190.37%	91.67%
34794	C Center M. Fees	1,000	1,655	920	92.00%	91.67%
35100	Court Fines & Costs	325,000	307,331	295,951	91.06%	91.67%
35110	Fortfeiture of Bond	0	7,500	0	0.00%	91.67%
35120	Public Defender Fees	0	0	0	0.00%	91.67%
35150	Diversion Filing	0	0	0	0.00%	91.67%
36100	Interest Earnings	6,500	9,191	57,432	883.56%	91.67%
36211	Rent - Cell Tower	12,925	41,848	12,028	93.06%	91.67%
36310	Sale of Land	0	0	18,000	0.00%	91.67%
36330	Sale Of Equipment	10,000	4,356	3,609	36.09%	91.67%
36350	Insurance Recoveries	50,000	57,234	64,521	129.04%	91.67%

FISCAL YEAR ENDING 06/30/2025					Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
36901	Pipes/Culverts	3,000	1,824	904	30.13%	91.67%
36902	Damages- Traffic C.	0	0	0	0.00%	91.67%
36903	Christmas Parade	600	595	550	91.67%	91.67%
36905	Police - Sale of Surplus	15,000	33,951	8,730	58.20%	91.67%
36906	Fire - Sale of Surplus	5,000	36,766	0	0.00%	91.67%
36990	Miscellaneous Revenues	25,000	13,753	3,499	14.00%	91.67%
36992	Hamilton County	0	0	0	0.00%	91.67%
37200	AHO - Fines/Court Costs	0	0	622	0.00%	91.67%
	Use of Fund Balance	0	0	1,232,696	0.00%	91.67%
	Total Revenues	27,265,597	23,857,432	25,910,838	90.51%	91.67%
	EXPENDITURES					91.67%
41000	General Government	1,410,855	1,233,332	1,306,485	92.60%	91.67%
41100	Administrative	1,186,508	955,946	1,028,646	86.70%	91.67%
41111	City Council	119,117	92,596	84,283	70.76%	91.67%
41210	Municipal Court	430,074	323,336	370,379	86.12%	91.67%
41520	City Attorney	136,875	100,942	97,431	71.18%	91.67%
41800	Buildings & Grounds Maintenance	354,585	234,885	313,493	88.41%	91.67%
41900	City Hall Complex	56,500	44,282	56,719	100.39%	91.67%
42100	Police	2,627,428	2,150,518	2,430,876	92.52%	91.67%
42121	Criminal Investigation	962,325	667,525	938,991	97.58%	91.67%
42123	Patrol	2,728,973	2,720,604	2,576,568	94.42%	91.67%
42125	School Resource	349,475	140,894	225,371	64.49%	91.67%
42125	Traffic Division	356,976	134,424	341,236	95.59%	91.67%
42200	Fire Department	4,532,341	3,449,306	4,168,280	91.97%	91.67%
42400	Building/Planning/Zoning	663,399	519,050	516,637	77.88%	91.67%
43110	Highway And Street	582,500	539,091	490,294	34.17%	91.67%
43120	Traffic Control & Street Markers	310,121	368,929	277,986	89.64%	91.67%
43170	Transfer Station/Brush Pit/Fleet	12,100	14,143	29,558	244.28%	91.67%
44140	Animal Control	375,709	293,502	362,059	96.37%	91.67%
44410	Parks and Recreation	1,169,777	975,687	1,019,867	87.18%	91.67%
44420	Multi-Purpose Recreation Bldg	324,649	241,230	293,817	90.50%	91.67%
44430	Community Center	302,548	282,706	229,519	75.86%	91.67%
44450	McBrien Complex	1,200	919	4,963	413.62%	91.67%
44610	Soccer - Recreation	69,400	74,753	85,811	123.65%	91.67%
44620	Soccer - Indoor	108,200	110,256	97,811	90.40%	91.67%
44630	Baseball/Softball	83,400	87,460	87,076	104.41%	91.67%
44640	Football/Cheer	26,550	24,611	35,502	133.72%	91.67%
44650	Adult Softball	39,250	36,591	41,462	105.63%	91.67%
44700	Basketball	29,050	24,281	15,245	52.48%	91.67%
44800	Libraries	296,906	228,601	249,888	84.16%	91.67%
44810	History Museum	560	654	1,082	193.16%	91.67%
46500	Community Development Programs	10,000	3,863	0	0.00%	91.67%
47200	Economic Development	8,829,193	6,386,341	8,026,681	90.91%	91.67%
49100	Debt Service	106,720	96,013	106,720	100.00%	91.67%
49400	Capital Projects - Transfer Out	276,657	0	0	0.00%	91.67%
	Total Expenditures	28,869,921	22,556,970	25,910,838	76.84%	91.67%
Total	General Fund		1,300,462			

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
121 State Street Aid						
REVENUES						
33450	State Grant - TIP Funds	0	1,847	0	0.00%	91.67%
33460	State Grant - HIP Funds	234,000	22,665	6,302	2.69%	91.67%
33550	2017 Gas Tax Improve	200,000	129,656	161,022	80.51%	91.67%
33551	State Gasoline And Motor Fuel Tax	570,000	424,421	469,107	82.30%	91.67%
33558	City Transport Mod Tax (Electric)	1,000	1,241	21,968	2196.82%	91.67%
36100	Interest Earnings	200	172	32	15.98%	91.67%
36330	Sale of Equipment	0	0	0	0.00%	91.67%
	Use of Fund Balance	294,038	100,391	0	0.00%	91.67%
	Total Revenues and Other Sources	1,299,238	680,394	658,431	65.50%	91.67%
EXPENDITURES						
43190	State Street Aid	1,299,238	680,394	218,260	13.94%	91.67%
	Total Expenditures	1,299,238	680,394	218,260	16.80%	91.67%
Total	State Street Aid Fund	0	0	440,171		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
122 Grant Fund						
REVENUES						
33109	CSX Transportation Grant - 2022	0	0	0	0.00%	91.67%
33111	PEP Cyber Security Grant	0	0	1,900	0.00%	91.67%
33114	TML Driver Safety Grant	4,000	3,000	2,000	50.00%	91.67%
33120	TDOT 2015 Multi Modal Grant	0	0	0	0.00%	91.67%
33425	Aquatic Stream Clean Grant	1,000	0	0	0.00%	91.67%
33493	TML Safety Grant	3,000	0	667	22.23%	91.67%
36100	Interest Earnings	0	1	1	0.00%	91.67%
36420	Police Traffic Safety Grant	0	0	0	0.00%	91.67%
36421	TN AM Grants	0	1,000	1,000	0.00%	91.67%
36423	Animal Foundation Grants	425	425	0	0.00%	91.67%
36711	Safety Conservation Grant	4,000	0	4,000	100.00%	91.67%
36920	THS089-Police	10,000	0	8,607	86.07%	91.67%
36921	Homeland Security - Police	0	0	0	0.00%	91.67%
36922	Homeland Security - Fire	0	0	0	0.00%	91.67%
36925	Violent Crime Intervention Grant	0	190,751	0	0.00%	91.67%
	Use of Fund Balance	6,575	4,251	19,882	0.00%	91.67%
	Total Revenues and Other Sources	29,000	199,429	38,057	81.05%	91.67%
EXPENDITURES						
43150	Grants	29,000	199,429	38,057	131.23%	91.67%
	Total Expenditures	29,000	199,429	38,057	131.23%	91.67%
Total	Grant Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
126 DOJ Forfeiture Fund						
REVENUES						
33197	Federal/State Grants	20,000	0	7,295	36.48%	91.67%
	Use of Fund Balance	0	0	0	0.00%	91.67%
	Total Revenues and Other Sources	20,000	0	7,295	36.48%	91.67%
EXPENDITURES						
42127	Drug/Law Enforcement	20,000	0	60	0.30%	91.67%
	Total Expenditures	20,000	0	60	0.30%	91.67%
Total	Drug Investigation Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
127 Drug Fund						
REVENUES						
33197	Federal/State Grants	10,000	6,175	6,789	67.89%	91.67%
33560	Seized/Awarded by State	35,000	48,729	12,843	36.70%	91.67%
35200	Drug Fines	20,000	12,762	30,615	153.07%	91.67%
35400	Sale of Confiscated Property	0	0	0	0.00%	91.67%
36990	Misc. Revenues	0	8,330	0	0.00%	91.67%
	Use of Fund Balance	139,402	0	32,240	0.00%	91.67%
	Total Revenues and Other Sources	204,402	75,996	82,488	64.11%	91.67%
EXPENDITURES						
42129	Drug Investigation and Control	204,402	17,653	82,488	28.11%	91.67%
	Total Expenditures	204,402	17,653	82,488	28.11%	91.67%
Total	Drug Investigation Fund	0	58,343	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
130 Economic Development Fund						
REVENUE						
31611	Inc. Sales Tax (BR)	8,779,193	6,260,218	7,476,086	85.16%	91.67%
33191	Direct App. - State	0	0	0	0.00%	91.67%
36100	Interest Earnings	0	31	0	0.00%	91.67%
	Transfer In	0	0	0	0.00%	91.67%
	Use of Fund Balance	0	0	0	0.00%	91.67%
	Total Revenues and Other Sources	8,779,193	6,260,249	7,476,086	62.47%	91.67%
EXPENDITURES						
	Economic Development	6,787,697	5,188,698	5,484,590	80.80%	91.67%
	Debt Payment	1,991,496	1,071,520	1,991,496	0.00%	91.67%
	Total Expenditures	8,779,193	6,260,218	7,476,086	78.00%	91.67%
Total	Economic Development Fund	0	31	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
131 Solid Waste Fund						
REVENUES						
33190	FEMA/TEMA 2021	0	0	0	0.00%	91.67%
34415	Delinquent Fees	0	0	0	0.00%	91.67%
34416	Sanitation Fees	1,580,200	1,488,950	1,503,229	95.13%	91.67%
34418	Extra Cans	1,500	1,470	1,590	106.00%	91.67%
34420	Dumpster Rentals	9,000	5,200	7,060	78.44%	91.67%
34422	Recycling - Transfer Station	4,000	3,743	5,384	134.60%	91.67%
34426	Sale Of Mulch	100	44	137	137.00%	91.67%
34430	Refuse Collection And Disposal	2,500	656	773	30.92%	91.67%
36330	Sale of Equipment	0	0	0	0.00%	91.67%
36350	Insurance Recoveries	0	0	0	0.00%	91.67%
	Use of Fund Balance	44,296	319,744	30,440	0.00%	91.67%
	Total Revenues and Other Sources	1,641,596	1,819,807	1,548,613	95.05%	91.67%
EXPENDITURES						
43200	Solid Waste	1,641,596	1,819,807	1,548,613	94.34%	91.67%
	Total Expenditures	1,641,596	1,819,807	1,548,613	94.34%	91.67%
Total	Solid Waste Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
212 Debt Service Fund						
REVENUES						
31920	Room Occupancy Tax	750,000	679,109	758,094	101.08%	91.67%
36100	Interest Earnings	50,000	100,364	108,747	217.49%	91.67%
37940	Transfer In	2,336,157	1,401,000	2,229,841	95.45%	91.67%
	Use of Fund Balance	0	0	0	0.00%	91.67%
	Total Revenues and Other Sources	3,136,157	2,180,473	3,096,682	98.74%	91.67%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	144,525	144,230	144,525	100.00%	91.67%
49114	Refunding Bond Issue - 2021	681,963	837,263	681,963	100.00%	91.67%
49300	Series 2022 Bond Issue	725,717	490,772	624,267	86.02%	91.67%
49310	2015 - Exit One/Capital Projects	206,813	208,875	206,813	100.00%	91.67%
49320	Capital Projects - Series 2024	604,324	0	604,323	100.00%	91.67%
49410	Public Safety Capital Outlay Note	0	0	0	0.00%	91.67%
49411	Public Safety Capital Outlay Note	0	0	0	0.00%	91.67%
49412	Public Safety - Lease Purchase	43,795	0	43,795	100.00%	91.67%
49413	Public Safety - Capital Outlay Note	105,508	106,337	102,227	96.89%	91.67%
49414	Public Safety - Lease Purchase	53,530	53,530	53,530	100.00%	91.67%
	Total Expenditures	2,566,175	1,841,006	2,461,441	95.92%	91.67%
Total	TML Loan Fund	569,982	339,467	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
341 Capital Improvement Fund						
REVENUES						
33113	LPRF 2024 - C. CENTER	600,000	0	81,150	13.53%	91.67%
33120	2015 Multi Modal	0	776,988	0	0.00%	91.67%
36100	Interest	0	0	315,272	0.00%	91.67%
36421	TN Am Water Grant	0	0	0	0.00%	91.67%
36915	Bond Proceeds	12,000,000	3,226,880	1,186,650	9.89%	91.67%
36990	Misc. Revenues	0	0	12,000	0.00%	91.67%
36992	Hamilton County	1,000,000	0	0	0.00%	91.67%
37940	Operating Transfers - Other Funds	276,657	0	0	0.00%	91.67%
	Use of Fund Balance	1,209,319	734,592	3,254,327	0.00%	91.67%
	Total Revenues and Other Sources	15,085,976	4,738,460	4,849,399	11.49%	91.67%
EXPENDITURES						
41100	Administrative	15,500	0	11,717	75.59%	91.67%
41800	Bldg/Grounds Maint.	400,000	321,602	271,468	67.87%	91.67%
41900	City Hall Complex	0	0	19,503	0.00%	91.67%
41920	Multi Purpose Pavillion	6,000,000	202,759	2,165,603	36.09%	91.67%
43110	Multi Modal Project	400,000	3,024,339	436,810	109.20%	91.67%
43121	N. Mack Smith	4,500,000	656,903	340,328	7.56%	91.67%
43122	Resurfacing Projects	937,976	1,800	27,801	2.96%	91.67%
43126	Spring Creek Project	0	0	106,939	0.00%	91.67%
44410	Parks & Recreation	1,440,000	228,549	1,283,872	89.16%	91.67%
44421	Splash Pad/Playground	0	0	0	0.00%	91.67%
44423	Dog Park - Town Center	0	0	0	0.00%	91.67%
44424	Animal Shelter Building	0	217,340	0	0.00%	91.67%
44425	Dickert Pond Pier	10,000	52,623	9,957	99.57%	91.67%
44426	Fuel Tank-Public Safety	125,000	0	0	0.00%	91.67%
44430	C Center Upgrad	1,200,000	12,545	151,930	12.66%	91.67%
44450	McBrien Complex	7,500	0	7,500	100.00%	91.67%
46511	Community Development	50,000	20,000	15,971	31.94%	91.67%
	Total Expenditures	15,085,976	4,738,460	4,849,399	32.15%	91.67%
Total	Capital Projects Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
410 ARPA Fund						
REVENUES						
37940	Transfer In	0	0	0	0.00%	91.67%
	Use of Fund Balance	436,171	1,466,133	969,252	0.00%	91.67%
	Total Revenues and Other Sourc	436,171	1,433,133	969,252	0.00%	91.67%
EXPENDITURES						
44424	Animal Shelter Facility	0	839,594	969,252	0.00%	91.67%
46490	Stormwater Projects - Ringgold Ro	436,171	626,539	0	0.00%	91.67%
	Total Expenditures	436,171	1,466,133	969,252	222.22%	91.67%
Total	Capital Projects Fund	0	0	0		

ORDINANCE NO. 1229

AGENDA MEMORANDUM

Rezone

Date: July 10th, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On June 2, 2025, Michael Zhang petitioned the East Ridge Planning Commission to rezone the property located at 101 Kingwood Circle (Tax ID# 168E-K-003) from R-1 Residential District to C-2 General Commercial District. The purpose of this rezoning request was to use the structure as a short-term vacation rental and to operate a real estate business within the structure.

The East Ridge Planning Commission denied the rezoning request.

ORDINANCE NO. 1229

AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED AT 101 KINGWOOD DRIVE, TAX MAP #168E-K-003 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT

WHEREAS, Michael Zhang 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 101 Kingwood Drive, Tax Map #168E-K-003, from R-1 Residential District to C-2 General Commercial District. The property is more particularly described as follows:

Tract 1: Lot One (1) in Block "A", as shown on the Map of the First Unit of Kingwood Estates, recorded in Plat Book 12, Page 52, in the Register's Office of Hamilton County, Tennessee.

Tract 2: A portion of Lot Twenty-five (25) in Block "A", as shown on the Map of the First Unit of Kingwood Estates, recorded in Plat Book 12, Page 52, in the Register's Office of Hamilton County, Tennessee, said portion lying northwestwardly of a direct extension of the line dividing Lots One (1) and Two (2) in said block across Lot Twenty-five (25), such that it adjoins Lot One (1) to the southwest. Said portion is bounded on the southeast by said direct extension line, on the southwest by the line dividing Lots Twenty-four (24) and Twenty-five (25), and on the northwest by Kingwood Drive.

Being the same property conveyed by Deed from J. F. Mosier and wife, to C. W. Homes and wife, by Deed dated February 26, 1941, recorded in Book 813, Page 205, in the Register's Office of Hamilton County, Tennessee.

WHEREAS, the East Ridge Planning Commission held a public hearing on this petition on June 2, 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 June 2, 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 July 10, 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 101 Kingwood Drive, Tax Map #168E-K-003 from R-1 Residential District to C-2 General Commercial 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

Michael Zhang
1780 Windstone Dr
Ringgold, GA 30736
michael_zhang16@hotmail.com
706-715-9985

22 April 2025

To:
East Ridge Planning Commission
City of East Ridge
1517 Tombras Avenue
East Ridge, TN 37412

RE: Rezoning Request – 101 Kingwood Drive (R-1 to C-2) for Short-Term Rental Use

Dear Planning Commission Members,

I respectfully request your consideration to rezone my property at **101 Kingwood Drive** from **R-1 (Residential Single-Family)** to **C-2 (General Commercial)** in order to operate a **professionally managed short-term rental (STR)**.

The property is **directly across the street from existing C-2 zoned parcels**, making it well-positioned as a logical extension of the city's established commercial district. This adjacency supports the notion that the proposed rezoning is not spot zoning, but rather a transition that aligns with the surrounding zoning context.

Key reasons for this request:

- **Direct Adjacency to C-2 Zoning:** The parcel is situated immediately across from active C-2 properties, allowing for natural integration into the existing commercial pattern near Kingwood Drive.
- **Low-Impact Use:** A short-term rental would maintain the existing residential structure and streetscape, generating less traffic and disruption than many typical commercial uses allowed in C-2 zones.
- **No Changes to Exterior Character:** The property will retain its single-family appearance, with no signage or structural modifications proposed, preserving the neighborhood feel.
- **Tourism and Economic Benefit:** East Ridge's proximity to local attractions and interstate access makes it a strong location for short-term lodging that brings economic value to the city through taxes and local spending.
- **Responsible Operation:** I am committed to operating the STR in compliance with all licensing, safety, and occupancy regulations, including appropriate parking and guest limits.

I understand and respect the city's goal of balancing neighborhood integrity with growth. I believe this request supports that balance by placing a quiet, regulated commercial use next to existing C-2 zoning while maintaining the property's residential character.

I would be happy to address any conditions or limitations the Planning Commission may recommend and appreciate your consideration of this request.

Sincerely,

A handwritten signature in black ink, appearing to be 'MZ' with a flourish at the end.

Michael Zhang



Zoning Change Application Form

CASE NUMBER: 2025-0097		Date Submitted: 04/23/2025	
<i>Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed</i>			
1 Applicant Request			
Rezoned From: R-1		Rezoned To: C-2	
Total acres in request area: 0.41			
2 Applicant Requested Conditions		Yes:	No: <input checked="" type="checkbox"/>
3 Proposed Conditions – Attach a separate page if conditions won't fit in this box			
None			
4 Property Information			
Property Address: 101 Kingwood Dr		Property Tax Map Number: 168E-K-003	
5 Proposed Development			
Reason for request/Project description:		To run a professionally managed short-term rental (STVR).	
6 Site Characteristics			
Current Use:		Residential	
Adjacent Uses:		Residential and Commercial	
7 Applicant Information			
Name: Michael Zhang			
Address (street, city, state, zip): 1780 Windstone Dr, Ringgold, GA 30736			
Phone: 706-715-9985		Email: Michael_zhang16@hotmail.com	
Primary Contact (if different than applicant information):			
Address (street, city, state, zip):			
Phone:		Email:	
<input checked="" type="checkbox"/> ← If the Applicants Information is the same as the Property Owners, please check the box to the left.			
8 Property Owner Information Only fill out this section if applicant is not the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.			
Name:			
Address (street, city, state, zip):			
Phone:		Email:	
9 Applicant Signature and Consent			
By signing below, I verify that am the property owner, or have been authorized to act as an agent on behalf of the applicant or owner. I have read and understand the information provided in the RPA Application Policy, and agree to adhere to the policies of the RPA and responsibilities of the applicant as outlined.			
Signature: <u>See Submitted Application</u>		Date: _____	
Office Use Only:			
Checklist			
<input checked="" type="checkbox"/>	Application	<input checked="" type="checkbox"/>	Site Plan
<input checked="" type="checkbox"/>	Property Cards	<input checked="" type="checkbox"/>	Deeds
<input checked="" type="checkbox"/>	Application Fee: \$635	<input type="checkbox"/>	Cash
<input checked="" type="checkbox"/>	Notice signs	<input checked="" type="checkbox"/>	Credit
			Check
		Number of notice signs: 2	
Municipality: East Ridge		Planning District: 6	
		Neighborhood: None	
County Commission District: 8		City Council District: 0	
PC meeting date: East Ridge		Application processed by: Jennifer Ware	
<u>Staff Recommendation :</u>		<u>PC Action/Date:</u>	
		<u>Legislative Action/Date/Ordinance:</u>	

Chattanooga-Hamilton County Regional Planning Agency

PLANNING COMMISSION STAFF REPORT

CASE NUMBER: 2025-0097	APPLICANT: Michael Zhang	PROPERTY OWNER: Michael Zhang
PROPERTY ADDRESS: 101 Kingwood Dr	TAX MAP PARCEL ID: 168E-K-003	JURISDICTION: East Ridge
SIZE OF PROPERTY: 0.41 acres	REQUEST: Rezone from R-1 Residential District to C-2 General Commercial District for a short-term vacation rental.	

PROPERTY DESCRIPTION

EXISTING LAND USE Single-Family Detached Dwelling	SURROUNDING LAND USES <u>North:</u> Commercial <u>East:</u> Single-Family Residential <u>South:</u> Single-Family Residential <u>West:</u> Single-Family Residential		ACCESS Kingwood Dr
TRANSPORTATION Kingwood Dr is a local road.	PROPOSED RESIDENTIAL DENSITY 2.4 du/ac	ADJACENT RESIDENTIAL DENSITY ~2-3 du/ac	NATURAL RESOURCES N/A

ZONING

ZONING HISTORY	<ul style="list-style-type: none"> • There is no recent zoning history for the site. • Case 2018-0024 located at 104 Kingwood Dr was rezoned from C-2 to R-1 to retain an existing single-family dwelling in a residential neighborhood (Ordinance #1066).
-----------------------	--

ZONE DISTRICT COMPATIBILITY	USE	CURRENT R-1 ZONE	PROPOSED C-2 ZONE
	Single-Family Residential		<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"/>
DEVELOPMENT STANDARDS		CURRENT R-1 ZONE	PROPOSED C-2 ZONE
	Lot Size	10,000 sf	N/A
	Lot Frontage	75'	N/A
	Setbacks	Front: 25' Side: 10' Rear: 25'	Front: 25' Side: 10' Rear: 25'
	Building Height	2.5 stories or 35'	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 type="checkbox"/> No <input checked="" type="checkbox"/> See Comments	COMPATIBILITY WITH ADJACENT LAND USES The site is surrounded by single-family residential on three sides. There are commercial uses to the north along Ringgold Rd.
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> See Comments	COMPATABILITY WITH DEVELOPMENT FORM The development form along Kingwood Dr is residential with 1-2 story single-family dwellings on individual lots. The form transitions to commercial to the north along Ringgold Rd with paved parking lots and large commercial/office buildings.

Yes No See Comments

CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT

Approving the C-2 zone at this location could set a precedent for future requests to expand the C-2 zone south along Kingwood Dr along a primarily residential street. There has been recent zoning history (2018) to downzone property from C-2 to R-1 along Kingwood Dr to retain single-family dwellings along the residential street.

Staff recommends use conditions limiting the uses to residential and short-term vacation rental only if the application is approved to limit nuisances to adjacent residential properties.



City of East Ridge

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

Department of Building and Codes

DATE: May 28th, 2025
TO: Planning Commission Members
FROM: Building and Codes Department
SUBJECT: Rezone

Applicant: Michael Zhang

Location: 101 Kingwood Circle, Tax Map 168E-K-003

Consider Michael Zhang's request to rezone 101 Kingwood Drive from R-1 Single Family Residential to C-2 General Commercial District for the use of a short-term vacation rental.

The existing land use includes single-family residential areas to the east, south, and west along Kingwood Drive, featuring 1- to 2-story single-family dwellings on individual lots, and commercial zones to the north of the site.

The zoning history for the area, particularly at 104 Kingwood Dr, was rezoned from C-2 to R-1 to preserve an existing single-family dwelling within the residential neighborhood.

The C-2 General Commercial District permits residential use; however, a primary business must be established as outlined under permitted uses within the C-2 to allow for this.

Approving a C-2 zone will set a precedent for future requests to extend the C-2 zone south along Kingwood Drive, adjacent to a primary residential street.

Compatibility Challenges are as follows:

1. **Land Use Incompatibility:** The property is surrounded on three sides (east, south, and west) by single-family residential homes. Introducing commercial zoning into this area disrupts the established residential character and may lead to land use conflicts between commercial and residential activities, such as increased traffic, noise, and transient occupancy.
2. **Neighborhood Character:** The existing character of Kingwood Drive is that of a quiet, low-density residential neighborhood. Rezoning to C-2 could undermine this character and set a precedent for further commercial encroachment, leading to the gradual erosion of the neighborhood's residential integrity.

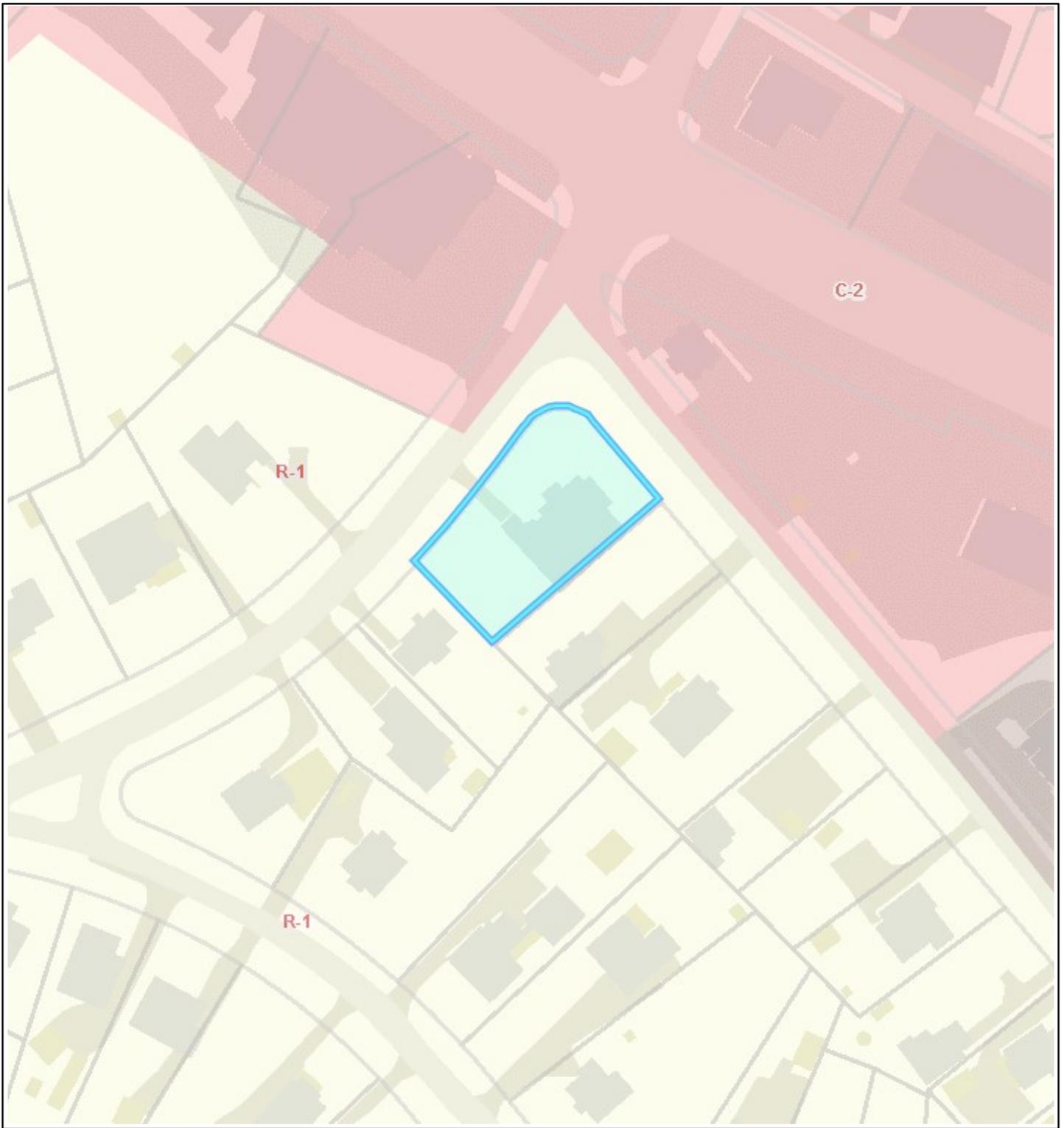
3. **Zoning Consistency:** A prior decision to rezone 104 Kingwood Drive from C-2 to R-1 specifically aimed at reinforcing residential consistency.

4. **Lack of Primary Commercial Use:** The C-2 district permits residential use only when they are secondary to a primary business. The applicant's intent to use the property solely as a short-term vacation rental does not align with the C-2 district's core purpose, creating a use conflict within the zoning classification itself.

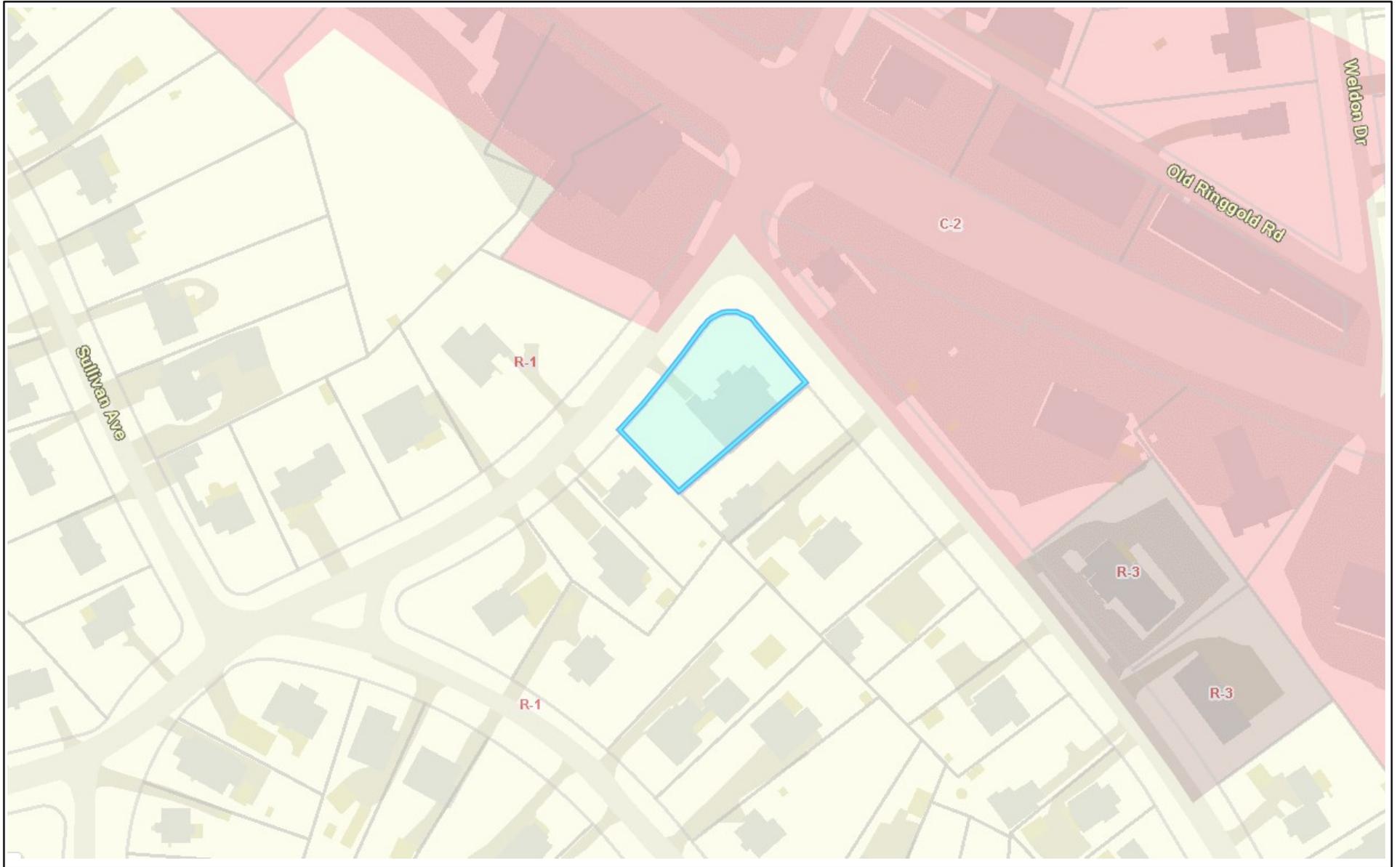
5. **Spot Zoning Concerns:** Rezoning a single lot in the middle of a residential block for a non-residential purpose is spot zoning, which is generally discouraged unless clearly supported by a broader planning strategy or public benefit.

These compatibility issues suggest the request is inconsistent with surrounding land uses, established zoning patterns, and community planning objectives.

2025-0097 Rezoning from R-1 to C-2



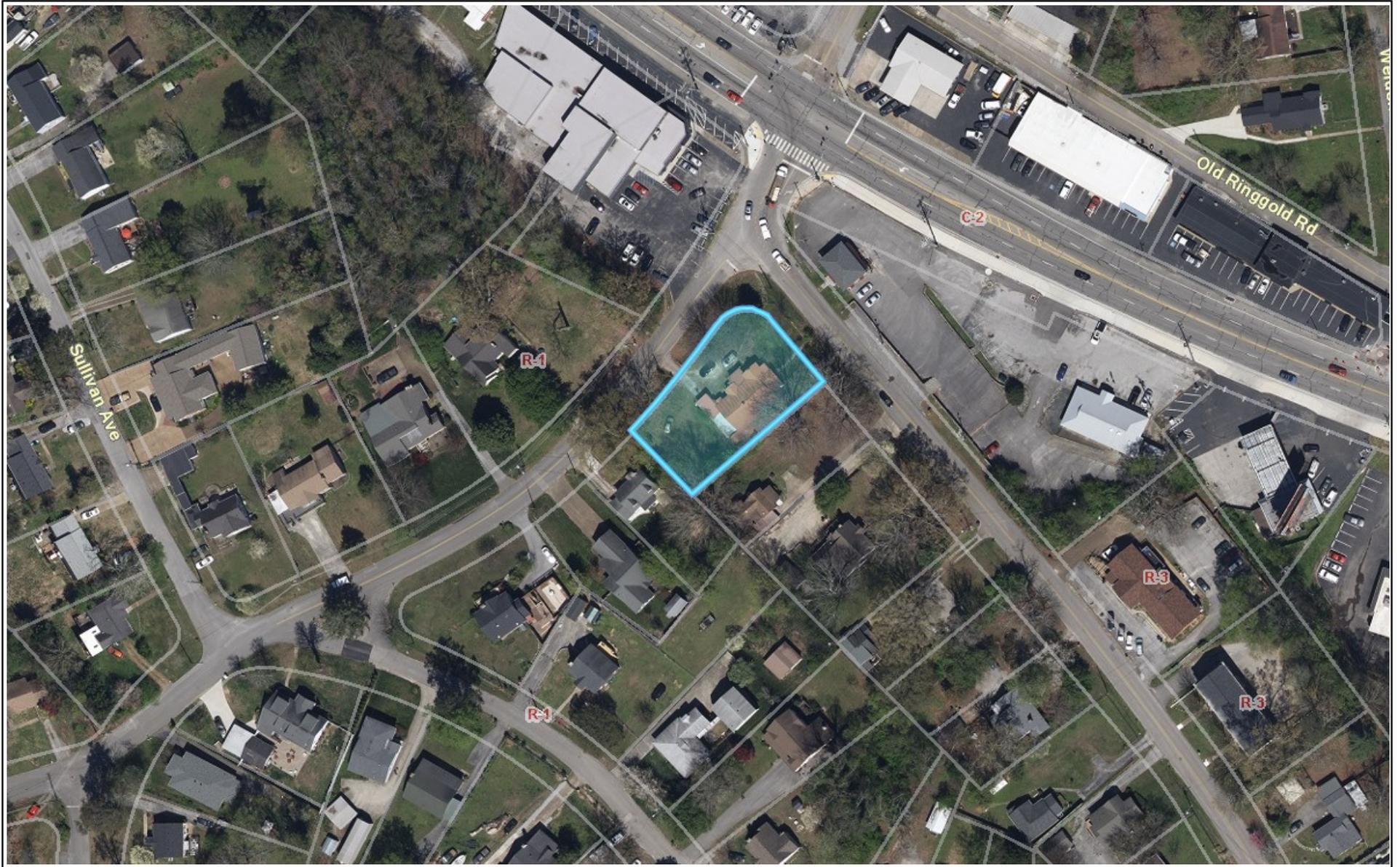
2025-0097 Rezoning from R-1 to C-2

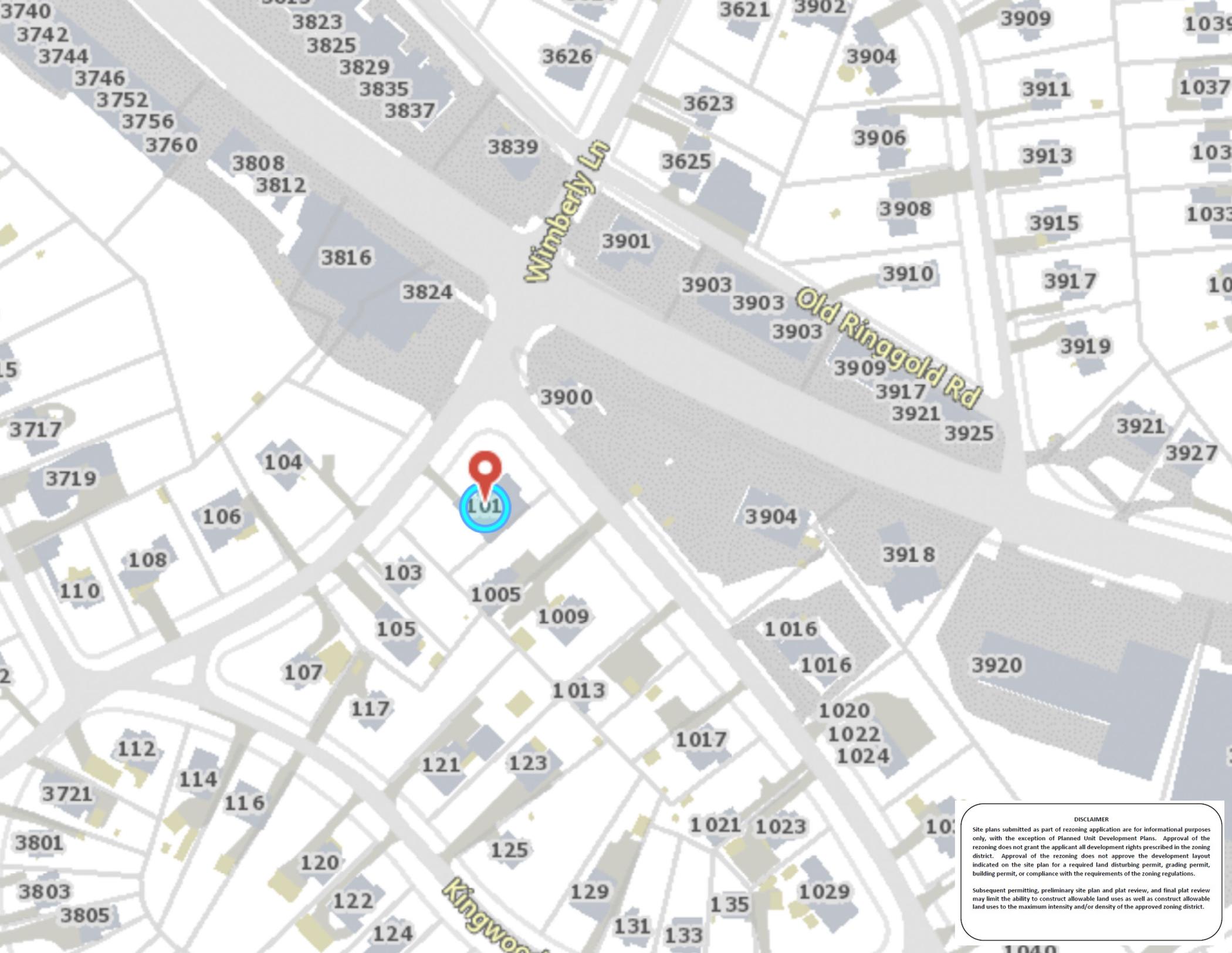


2025-0097 Rezoning from R-1 to C-2



2025-0097 Rezoning from R-1 to C-2





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.

RESOLUTION NO. 3698

AGENDA MEMORANDUM

Housing Board Appeal

Date: July 10th, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On April 1, 2025, Code Enforcement issued a Notice of Repair and Clean-Up Demolition Citation to the property owner, Ms. Brenda Locklear, for the property located at 3714 Sullivan Ave. The owner did not comply with the notice or the Housing Board's orders to clean the property. As a result, on June 11, 2025, the East Ridge Housing Board directed the city to take action to clean the exterior of the property.

Ms. Brenda Locklear submitted an appeal to the City Manager on June 20th, 2025. This appeal was submitted within 10 days of the notice issued by the Housing Board to remediate the non-compliant conditions.

RESOLUTION NO. 3698

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3714 SULLIVAN AVENUE, EAST RIDGE, TENNESSEE

WHEREAS, pursuant to Section 13-303 of the East Ridge City Code, the City created and established a 5-member housing commission (“East Ridge Housing Commission”) with members to be appointed by the East Ridge City Council; and

WHEREAS, the East Ridge Housing Commission fulfills an important role with regard to properties that need to be renovated or demolished, as well as providing an appeals process for citizens owning these properties; and

WHEREAS, pursuant to §13-313 of the Code, all persons having an interest in any dwelling house, rooming house or building may appeal from any final order of the housing commission by petition filed with the City Manager within 10 days of the filing of the final order; and

WHEREAS, on June 11, 2025, the Housing Commission entered a final order with regard to the property located at 3714 Sullivan Avenue, East Ridge, Tennessee, which property is owned and/or occupied by Brenda Locklear (“Petitioner”); and

WHEREAS, Petitioner timely filed its appeal pursuant to §13-313 and said appeal came before the City Council on July 10, 2025, for hearing, with all persons in interest having an opportunity to be heard; and

WHEREAS, the City Council heard oral argument relative to the appeal and considered all evidence and the record as a whole.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Ridge, Tennessee, that the Council hereby enters and approves the Housing Commission Order dated June 11, 2025 hereby attached as Exhibit A.

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

CERTIFICATE OF SERVICE

STATE OF TENNESSEE :
COUNTY OF HAMILTON :

I, _____, an authorized representative for the City of East Ridge, state as follows:

1. I am over eighteen (18) years of age.
2. I certify that on _____, 2025, a copy of the Housing Commission Order was mailed to the above listed property address via First Class U.S. Mail, Certified Mail and/or Hand-Delivery and all others having interest in the above listed property, such individuals having the following address(es):

Brenda Locklear 3714 Sullivan Avenue East Ridge, Tennessee 37214	Record Property Owner <input type="checkbox"/> U.S. Mail <input type="checkbox"/> Certified Mail <input type="checkbox"/> Hand-Delivery
Brenda Locklear 3714 Sullivan Avenue East Ridge, Tennessee 37214	Record Property Address <input type="checkbox"/> U.S. Mail <input type="checkbox"/> Certified Mail <input type="checkbox"/> Hand-Delivery

Signature
Name: _____

June 20, 2025

I appeal this decision of the Housing Commission
3714 Sullivan Ave. East Ridge, TN 37412 (June 11, 2025)
I would like to move this forward to the City
Council for review,

City of

JUN 20 2025

East Ridge

Thank you,

Brenda Locklear
Brenda Locklear



City of East Ridge

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

Department of Building & Codes

NOTICE TO REPAIR, CLEAN-UP, OR DEMOLISH

Inspection Date: April 1, 2025 Property Address 3714 Sullivan Avenue
To: Brenda Locklear Owner
3714 Sullivan Avenue, eastridge TN 37412 Owner Address

The above Property Address consisting of a parcel of land and Single Family Dwelling as inspected on the above date. This notice is being issued as a result of noncompliance with the City's Housing Code of East Ridge (§13-304), and the International Property Maintenance Code ("IPMC") adopted pursuant to Title 12 of the East Ridge City Code. existing on the Property, such noncompliance being noted in particular by checkmarks as follows:

UNSAFE STRUCTURE(S) AND EQUIPMENT

 108.1.1 Unsafe structure(s). The structure fails to provide minimum safeguards to protect and/or warn occupants against fire or that collapse of the structure is possible for the following reasons:

- Existence of unsafe equipment Improper distributed loads upon floors, walls or roofs Insufficient Windows
 Unsafe Structure because of dangerous, dilapidated, decayed, unstable or faulty construction and/or foundation.

 108.1.2 Unsafe equipment. The following equipment is unsafe and a hazard to life, health, property or safety to the public or occupants of the Property or structure(s) because it is in disrepair, dilapidation, decay or faulty condition:

- Heating/air units Electrical wiring or device(s) Flammable containers Moving stairway Plumbing Fans Elevator

 108.1.3 Structure unfit for human occupancy. The structure is unfit for human occupancy and unsafe for the following reasons:

- Significant disrepair and/or lack of maintenance Insanitary, vermin, pest or rat infested Contains filth and contamination
 Location of the structure or items in structure constitutes a hazard to the occupants and/or public
 No sanitary sewer connection Improper electrical facilities Improper heating/air units Water leakage

 108.1.4 Unlawful structure. The structure is unlawful and in violation of applicable City Code.

- The structure is occupied in whole or in part by more persons than permitted under East Ridge City Code.
 The structure was constructed, altered, modified, or renovated contrary to East Ridge City Code.

108.1.5 Dangerous structure or premises. The Property or structure is dangerous and poses a hazardous threat to life, health, property or safety to the public or occupants of the Property for the following reason(s):

- (1) Door, aisle, passageway, stairway, exit or other means of egress does not conform to the approved building or fire code of the East Ridge as related to the requirements for existing buildings.
- (2) Walking surface of the structure's aisle, passageway, stairway, exit or other means of egress is so warped, worn loose, torn or otherwise unsafe as to not provide safe and adequate means of egress.
- (3) A portion of the structure or out-building has been damaged by fire, earthquake, wind, flood, deterioration, neglect, abandonment, vandalism or by such other cause to such an extent that it poses a threat to partial or complete collapse, and/or has become detached or dislodged.
- (4) A portion of the structure or out-building on the exterior thereof is of insufficient strength and/or stability or is not so anchored, attached or fastened in place and is incapable of resisting natural or artificial loads of one and one-half the original designed value.

Brian Williams
Mayor

David Tyler
Vice-Mayor

Jacky Cagle
Councilmember

Andrea Witt
Councilmember

Jeff Ezell
Councilmember

Scott Miller
City Manager

- (5) The structure or out-building, or any part thereof poses a threat to partial or complete collapse, or the foundation or underpinning of the structure is likely to fail or give way because of dilapidation, deterioration, decay, faulty construction or movement of some portion of the ground necessary for the support of the foundation.
- (6) The structure or out-building or any portion thereof, is clearly unsafe for its use and occupancy.
- (7) The structure or out-building has become an attractive nuisance to children who might or in fact do play in the structure or out-building to their danger and/or has become a harbor for vagrants, criminals or immoral persons and enables persons to resort to the structure our out-building for committing a nuisance or an unlawful act.
- (8) The structure or out-building has been constructed, exists or is maintained in violation of the East Ridge Building Code and/or Fire Code to such an extent as to present a substantial risk of fire, building collapse or other threat to life and safety.
- (9) The structure or out-building being used for dwelling purposes, or intended to be used for dwelling purposes, is unfit for human habitation and/or is in such a condition to cause sickness or disease, because of inadequate maintenance, dilapidation, decay, damage, faulty construction or arrangement, inadequate light, ventilation, mechanical or plumbing system.
- (10) The structure or out-building is a threat to life, safety and/or health because of a lack of sufficient or proper fire-resistance-rated construction, fire protection systems, electrical system, fuel connections, mechanical system, or plumbing system.
- (11) The structure or out-building constitutes an attractive nuisance and/or hazard to the public because remains on the Property after the demolition or destruction of the structure or out-building or, alternatively, the structure or out-building has been abandoned.

This property has been brought in front of Housing before for the same issue: open storage, trash & debris, clutter. It has been to AFD and has a fine pending. Entire property needs to be cleaned.

Inspector Signature V. Holden

NOTICE IS HEREBY ISSUED THAT THE OWNER, OCCUPANT, MORTGAGEE OR OTHER PERSONS HAVING AN INTEREST IN THE PROPERTY MUST BRING THE PROPERTY INTO COMPLIANCE. IT IS YOUR RESPONSIBILITY TO CONTACT THE CITY OF EAST RIDGE DIVISION OF BUILDING/CODES AT 423-867-7711 TO ARRANGE FOR A RE-INSPECTION OF YOUR PROPERTY.

THIS MATTER MAY BE SUBMITTED TO THE EAST RIDGE HOUSING COMMISSION FOR A HEARING. IF THE CITY PERFORMS EFFORTS TO BRING THE PROPERTY INTO COMPLIANCE, ALL COSTS, EXPENSES AND FEES TO ACHIEVE SUCH COMPLIANCE WILL BE CHARGED AGAINST THE PROPERTY AND SHALL BE A LIEN UPON SUCH PROPERTY.

YOU AND/OR PARTIES IN INTEREST MAY FILE AN ANSWER TO THIS NOTICE AND YOU MAY APPEAR IN PERSON, OR OTHERWISE, TO OFFER YOUR TESTIMONY OR THE TESTIMONY OF YOUR WITNESSES IN OPPOSITION TO THE INSPECTOR'S REPORT AT THE ABOVE MENTIONED HEARING TIME AND DATE.

ALL PERSONS HAVING AN INTEREST IN THE PROPERTY MUST BE PRESENT AT THE SCHEDULED HOUSING COMMISSION DATE PROVIDED BY THE BUILDING AND CODE OFFICAL. THE HOUSING COMMISSION DATE IS: April 9, 2025 @ 5:30pm AT 5:30 PM IN THE COURT ROOM, 1517 TOMBRAS AVENUE, EAST RIDGE, TN 37412.





**CITY OF EAST RIDGE, TENNESSEE
HOUSING COMMISSION**

Brenda Locklear,
Respondent

)
)
)
)

Property Address:
3714 Sullivan Avenue
East Ridge, TN 37412

Date of Issuance May 14, 2025

HOUSING COMMISSION ORDER

This matter came before the East Ridge Housing Commission on the above referenced Date. The City’s Code Enforcement Department (“CED”) representative Torrey Holder testified that service has been perfected upon the Respondent via US Mail, certified mail, and posting upon the Property. CED testified that there are significant debris and sanitation issues with the Property as evidenced in the City’s Notice of Repair-Clean UP-Demolish Citation dated April 1, 2025, together with all photographs, which are incorporated herein in full into this order. Brenda Locklear appeared on behalf of the Respondent and did not dispute the findings of CED. Ms. Locklear agreed the property needs to be cleaned up and remediated and that she would bring the property into compliance on or before June 11, 2025, before the next Housing Commission meeting. Accordingly, it is hereby ORDERED that:

1. This matter is hereby set for a hearing on June 9, 2025 at 5:30 before the East Ridge Housing Commission at City Hall Court, 1517 Tombras Avenue, East Ridge, Tennessee, at which time the Commission will hold a SHOW CAUSE HEARING to determine whether the Owner/Respondent has brought the Property into compliance with applicable building codes and property maintenance codes.

3. All parties having an interest in the Property are ordered to appear and SHOW CAUSE as to what actions have be taken to remediate the Property and to bring the Property into compliance.

4. If no Respondent(s) appear, the Commission may order remediation actions pursuant T.C.A. § 13-21-101 et seq. and Title 13 of the City Code to bring the Property into compliance, with all costs and expenses taxed against the Property.



Print Name: Amanda Davis
Housing Commission Chairperson

CITY OF EAST RIDGE, TENNESSEE
HOUSING COMMISSION

Brenda Locklear,
Respondent

)
)
)
)

Property Address:
3714 Sullivan Avenue
East Ridge, TN 37412

Date of Issuance June 11, 2025

HOUSING COMMISSION ORDER

This matter came before the East Ridge Housing Commission on the above referenced Date. The City's Code Enforcement Department ("CED") representative Torrey Holder testified that service has been perfected upon the Respondent via US Mail, certified mail, and posting upon the Property. Respondent and her son Trey Locklear appeared at the hearing.

CED testified that there remained significant debris and sanitation issues with the Property as previously evidenced in the City's Notice of Repair-Clean UP-Demolish Citation dated April 1, 2025, together with all photographs, which are incorporated herein in full into this order. Respondent did not dispute the current representations and/or findings of CED. Ms. Locklear agreed the property needs to be cleaned up and remediated and acknowledged she did not come into full compliance prior to June 11, 2025 as ordered in the Commission's prior Order. CED further testified that an estimate to bring the Property into compliance was received by the City in the amount of Three Thousand Dollars (\$3,000) Accordingly, it is hereby ORDERED that:

1. **Since Respondent failed to comply with the Commission's prior May 2025 Order, the Commission orders the City through its respective department(s) to undertake efforts consistent with T.C.A. § 13-21-101 et seq., and Chapters 12 & 13 of the City Code to remediate the noncompliant conditions of the Property to bring the Property into full compliance. The authorized amount at this time is \$3,000. To the extent it is discovered additional remediation efforts are necessary which will exceed \$3,000, the Commission orders CED to obtain an additional estimate and present said estimate to the Commission at a publicly noticed hearing (with notice issued to the Respondent) before moving forward with additional remediation efforts. Any and all costs shall be taxed against the Property as a lien.**

Property owner may appeal this order by filing a petition with the city manager within 10 days from the date of notice of this order pursuant to § 13-313 of the East Ridge City Code. Failure of any appeal of this order shall be deemed a waiver of any and all objections or appeal rights, and this Order shall be deemed final and non-reviewable by any tribunal.



Print Name: **Amanda Davis**
Housing Commission Chairperson

RESOLUTION NO. 3699

AGENDA MEMORANDUM

Sign Variance

Date: July 10th, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

Timothy Joy, representing Valley Signs and Surveys, is requesting a variance on behalf of Michel Investment Company. The request involves the removal of the current sign cabinet and the installation of a new one while maintaining the existing height of the pylons for the now non-conforming sign located at 6302 Ringgold Road. The existing electronic message board will remain unchanged.

Per the City of East Ridge Sign Ordinance 1028, Section 108- Item T.

“ If for any reason the legal non-conforming sign is removed, destroyed, or damaged over 50%, the replacement sign must be constructed in conformance to this ordinance with regard to size, height, and setback and to all adopted local, state, and national engineering standards pertaining to such a structure.”

RESOLUTION NO. 3699

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A VARIANCE TO SIGN ORDINANCE NO. 1028 FOR THE PROPERTY LOCATED AT 6302 RINGGOLD ROAD, TAX MAP # 169L-J-004

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

WHEREAS, pursuant to Sign Ordinance No. 1028, Section 108, Item T, a legal non-conforming sign that is removed, destroyed, or damaged by more than fifty percent (50%) must be reconstructed in full compliance with current regulations regarding size, height, and setback; and

WHEREAS, Timothy Joy, representing Valley Signs and Surveys, has submitted a request for a sign variance on behalf of Michel Investment Company for the property located at 6302 Ringgold Road, Tax Map # 169L-J-004; and

WHEREAS, the request involves the removal of the existing sign cabinet and the installation of a new sign cabinet while maintaining the current height of the pylons; and

WHEREAS, the existing electronic message board will remain unchanged; and

WHEREAS, the City Council of the City of East Ridge, Tennessee, has reviewed the request and finds that granting the variance is appropriate.

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

SECTION 1. The sign variance request for the property located at 6302 Ringgold Road is hereby approved, allowing for the replacement of the existing sign cabinet while maintaining the current height of the pylons, notwithstanding the provisions of Sign Ordinance No. 1028, Section 108, Item T.

SECTION 2. All other requirements of Sign Ordinance No. 1028 and applicable codes 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



4000 Smith Road
Cincinnati, OH 45209
513-362-8900
Fax 513-362-1300
www.arbys-rmi.com

Aaron

Here is a copy of my signature, as per your request, concerning the variance filing for the pylon sign at our unit.

Arby's 5808
6302 Ringgold Road,
East Ridge, TN 37412

Thanks

A handwritten signature in black ink, appearing to read "Jack K. Jones", with a long horizontal flourish extending to the right.

Jack K. Jones
Director of Construction and Facilities
Office: 513-362-1267
Cell: 423-421-5305
Jack.j@arbys-rmi.com



Hamilton County, Tennessee

Unofficial Property Card

Location 6302 RINGGOLD RD	Property Account Number 115595	Parcel ID 169L J 004
Property Type 08	Land Use 583	District EAST RIDGE

Current Property Mailing Address

Owner MICHEL INVESTMENTS CO	City CINCINNATI
	State OH
Address C/O RESTAURANT MANAGEMENT INC	Zip 45209
4000 SMITH RD STE 400	

Current Property Sales Information

Sale Date 8/12/2022	Legal Reference 13059 0085
Sale Price \$1,700,000	Grantor(Seller) CORBLY ROGER S, TRUSTEE

Current Property Assessment

Building Value \$1,119,300
Xtra Features Value \$13,700
Land Value \$344,400
Total Value \$1,477,400
Assessed Value \$590,960

Narrative Description

This property is classified as **COMMERCIAL** with a(n) **Restaurant - Fast Food** style structure on this card, built about **2014** with **2,144** square feet.

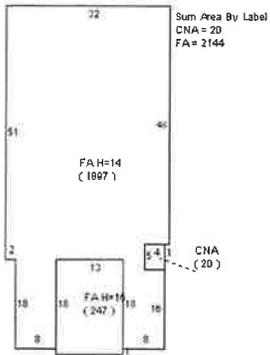
Land Description

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

Legal Description

LTS 4-6 BLK A G E SMITH PB 9 PG 45 0320 11 02

Property Images



No Map
Available

6302 RINGGOLD RD



I want to...



Parcel Information



MICHEL INVESTMENTS CO



6302 RINGGOLD RD
169L J 004



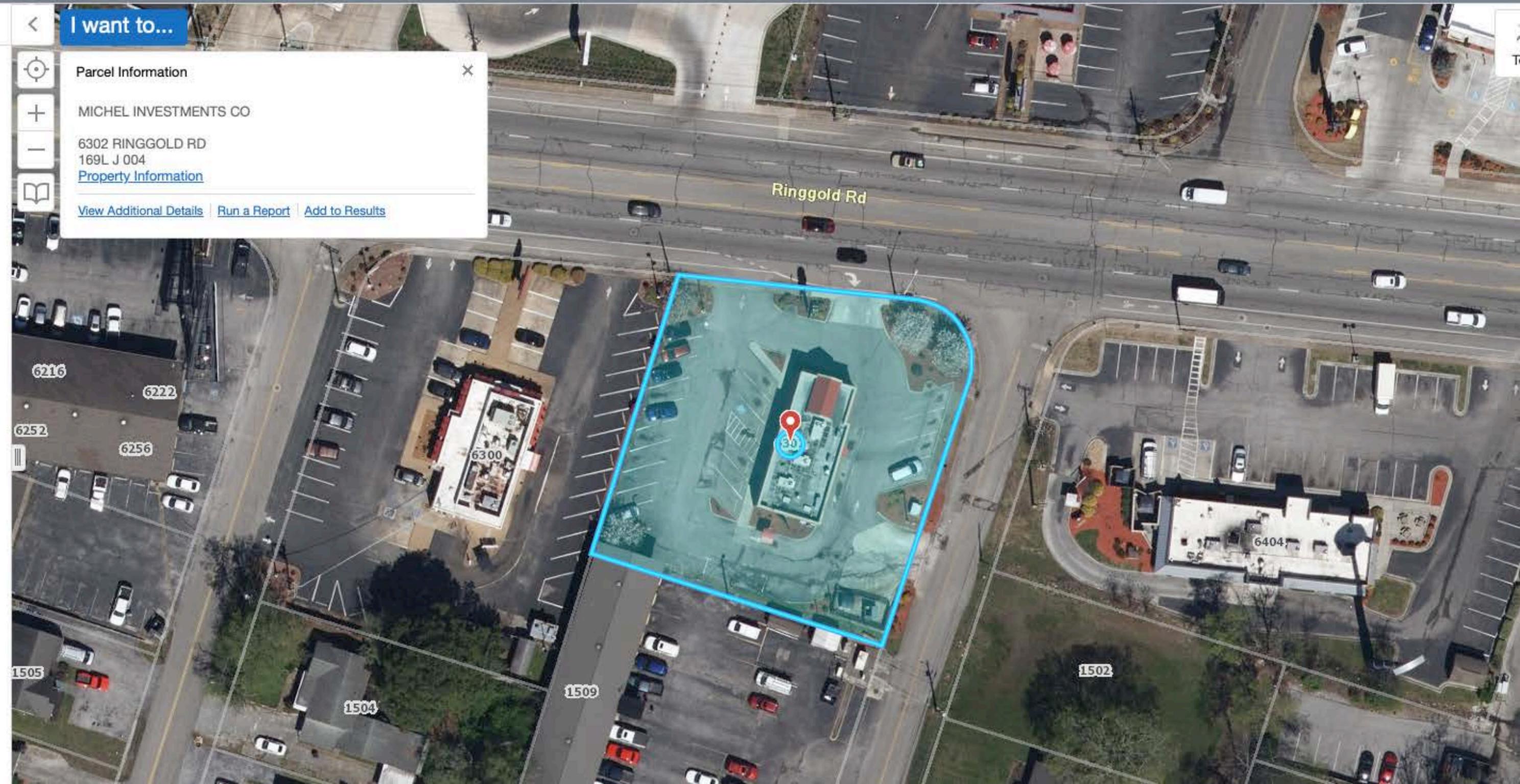
[Property Information](#)

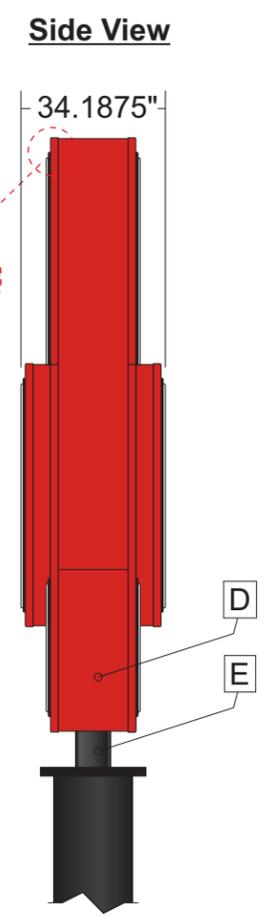
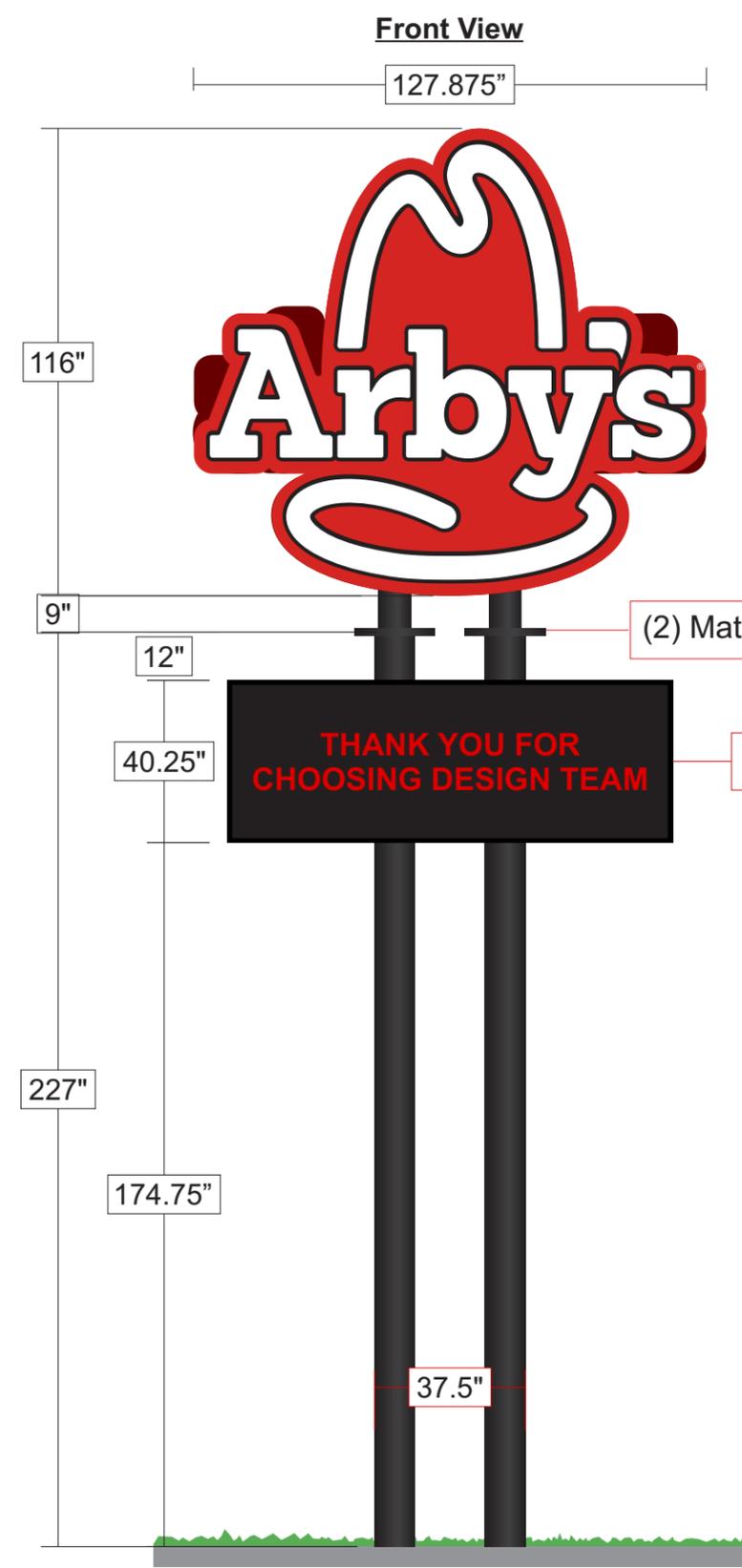
[View Additional Details](#) | [Run a Report](#) | [Add to Results](#)

Details

address
6302 RINGGOLD RD

score
100







Sign Type:
B-12 Pylon
DP

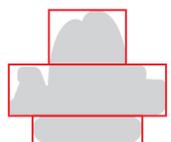
Logo-Shaped Sign Head Graphics:




Side A Side B



Actual Area
63.3 SqFt



3 Box Area
74.8 SqFt

Sign Orientation:

Low side of hat points toward building





Sign Specifications

B12 Pylon head replacement w/ (2) match plates to be installed on existing double poles. Existing EMB will remain as is. Pylon faces to be clear polycarbonate capover faces painted 2nd surface. Existing structures "Pole & EMB Cabinets" to be painted gloss black.

Color Specifications

A	Outline Painted Black 2nd Surface
B	Faces Painted To Match 3M 3630-0033 2nd Surface
C	Clear Polycarbonate Faces painted White 2nd surface
D	Returns Painted Red PMS 1795
E	Pole Painted Gloss Black

APPROVAL INFORMATION & CONFIRMATION

Proof is approved. Proceed with production of order. Proof is approved with corrections. Make corrections as indicated and proceed with production of order

SIGNATURE _____ PRINT NAME _____ DATE _____

I have reviewed this proof in regard to: Sign type; order quantity; and accuracy of icons, symbols, and text (e.g. spelling capitalization, punctuation).

These plans are the exclusive property of Design Team Sign Company and are the result of the original work of its employees. They are submitted to your company for the sole purpose of your consideration of whether to purchase these plans or to purchase from Design Team Sign Company a product manufactured according to these plans. Distribution or exhibition of the plans to anyone other than employees of your company, or use of these plans to construct a product similar to one embodied herein, is expressly forbidden. In the event that exhibition or construction occurs, Design Team Sign Company expects to be reimbursed \$500 in compensation for time and effort entailed in creating these plans.



Client:	ARBY'S #5808
Location:	6302 Ringgold Rd. - East Ridge, TN 37412
Drawn By:	MDM
Date:	05/28/2025
Approved By:	
Sheet:	Scale:
File:	Filesystem/Rest./Arbys/TN/EastRidge/CP



SIGN COMPANY LLC.
731-925-4448 • 800-953-3744 • Fax 731-926-2022
www.designteam.net



Round poles go into pylon head. Radius 6"



6 neon transformers



RESOLUTION NO. 3700

AGENDA MEMORANDUM
PURCHASE OF A JOHN DEERE GATOR

JULY 10th, 2024

Submitted By:

Shawna Skiles

Shawna Skiles, Parks and Recreation Director

Subject: Request for Approval – Purchase of John Deere Gator

The Parks and Recreation Department will seek City Council approval to purchase a **John Deere Gator** from **AgPro** under the **Sourcewell Cooperative Purchasing Agreement (Contract #031121-DAC)** in the amount of **\$11,750**. This is a **budgeted item**.

The new Gator will replace an older unit with **6,340 hours** of use. Gators are essential for field prep and dragging in baseball, softball, and soccer, as well as for trash removal during tournaments, use on the track and canoe launches, and general park access where trucks are not feasible.

SS

RESOLUTION NO. 3700

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO
PURCHASE A JOHN DEERE GATOR UTILITY VEHICLE FROM
AG-PRO THROUGH THE SOURCEWELL COOPERATIVE
PURCHASING AGREEMENT, LISTING #031121-DAC**

WHEREAS, the City of East Ridge Parks and Recreation Department is in need of a new Gator Utility Vehicle to replace an older model with considerable running hours; and

WHEREAS, the City of East Ridge is allowed to purchase through membership in the Sourcewell Purchasing Alliance which uses a competitive solicitation and selection process to bid out a variety of goods, products, and services to local governments, eliminating the need for the City to obtain competitive bids; and

WHEREAS, the total cost of a new Gator Utility Vehicle from Ag-Pro through the Sourcewell Purchasing Alliance is \$11,750.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee is authorized to purchase a new John Deere Gator Utility Vehicle from Ag-Pro through the Sourcewell Cooperative Purchasing Agreement, contract listing #031121-DAC, without obtaining competitive bids, for a total cost of \$11,750.

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

Adopted this _____ day of _____, 2025

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3701

AGENDA MEMORANDUM
PURCHASE OF A NEW MOWER

JULY 10th, 2025

Submitted By:

Shawna Skiles

Shawna Skiles, Parks and Recreation Director

SUBJECT:

The Parks and Recreation Department will seek approval to purchase a 40 HP w/72" cutting width Briggs and Stratton under the Buyboard cooperative purchasing agreement in the amount of \$16,369.17, this is a budgeted item. This new mower will replace the Spartan Mower with hours: 4327.00 hours

SS

RESOLUTION NO. 3701

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO
PURCHASE A BRIGGS AND STRATTON 40 HP MOWER
THROUGH THE BUYBOARD COOPERATIVE PURCHASING
AGREEMENT**

WHEREAS, the City of East Ridge Parks and Recreation Department is in need of a new mower to replace a mower with considerable running hours; and

WHEREAS, the City of East Ridge is allowed to purchase through membership in the Buyboard Cooperative Purchasing Agreement which uses a competitive solicitation and selection process to bid out a variety of goods, products, and services to local governments, eliminating the need for the City to obtain competitive bids; and

WHEREAS, the total cost of a Briggs and Stratton 40 HP mower with 72” cutting width through the Buyboard Cooperative Purchasing Agreement is \$16,369.17.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee is authorized to purchase a new Briggs and Stratton 40 HP mower with 72” cutting width through the Buyboard Cooperative Purchasing Agreement without obtaining competitive bids, for a total cost of \$16,369.17.

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

Adopted this _____ day of _____, 2025

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3702

AGENDA MEMORANDUM
PURCHASE OF A NEW COMPACT UTILITY TRACTOR

JULY 10th, 2025

Submitted By:

Shawna Skiles

Shawna Skiles, Parks and Recreation Director

SUBJECT:

The Parks and Recreation Department will seek approval to purchase a Massey Ferguson Compact Utility Tractor under the Buyboard cooperative purchasing agreement in the amount of \$12,100.00, this is a budgeted item. This new tractor will replace the current one that is 28 years old with over 17,000 hours.

SS

RESOLUTION NO. 3702

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER OR HIS
DESIGNEE TO PURCHASE A COMPACT UTILITY
TRACTOR THROUGH THE BUYBOARD COOPERATIVE
PURCHASING AGREEMENT**

WHEREAS, the City of East Ridge Parks and Recreation Department is in need of a new compact utility tractor to replace the current one which is 28 years old; and

WHEREAS, the City wishes to purchase a new Massey Ferguson Compact Utility Tractor for the Parks and Recreation Department through the Buyboard Cooperative Purchasing Agreement; and

WHEREAS, the cost of the Massey Ferguson Compact Utility Tractor is \$12,100.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee are authorized to purchase a new Massey Ferguson Compact Utility Tractor for the Parks and Recreation Department through the Buyboard Cooperative Purchasing Agreement for the amount of \$12,100.

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

Adopted on this the _____ day of _____ 2025.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

RESOLUTION NO. _____

AGENDA MEMORANDUM
DEVELOPMENT AGREEMENTS
JDH COMPANY & ER INVESTMENT, LLC

July 24, 2025

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

JDH Company, a commercial roofing company, has developed a retail roofing business within the Border Region District and has requested of the City to enter into a Development Agreement. They are located at 5615 Oakdale Drive, behind the Ridgewood Shopping Center. They are scheduled to appear before the IDB on July 17, 2025 for their review and consideration for approval.

ER Investment, LLC (PJ Patel), intends to develop a strip shopping center (3 byas) within the Border Region District and has requested of the City to enter into a Development Agreement. This project is located at the northwest corner of Ringgold Road and Belvoir (former service station). They are scheduled to appear before the IDB on July 17, 2025 for their review and consideration for approval.

JSM/

RESOLUTION NO. _____

AGENDA MEMORANDUM
Athletic Field Supplier Soccer
JULY 24th, 2025

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

Subject: Sealed Bids – Athletic Soccer Field Supplier

The City of East Ridge is accepting sealed bids from experienced Athletic Soccer Field Suppliers for Camp Jordan Park for the fiscal year July 1, 2025 – June 30, 2026. Bid packages are available at www.eastridgetn.gov, by calling 423-867-7711, or emailing jdeitrick@eastridgetn.gov.

Deadline: Bids must be received by 2:30 PM EDT, July 23, 2025, at:

City Hall
1517 Tombras Ave
East Ridge, TN 37412

Bids will be publicly opened at that time. Envelopes must be clearly marked:
“2025-2026 East Ridge Parks and Recreation Athletic Soccer Field Supplier.”

I will be seeking City Council approval to award the bid.

SS

RESOLUTION NO. _____

AGENDA MEMORANDUM
Athletic Field Supplier Baseball/Softball
JULY 24th, 2025

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

SUBJECT: Athletic Field Equipment & Field Maintenance Supplies for Baseball/Softball

The City of East Ridge is accepting sealed bids for Athletic Field Equipment and Maintenance Supplies for Baseball/Softball Fields at Camp Jordan Park for FY July 1, 2025 – June 30, 2026. Bid packets will be available starting June 16 at www.eastridgetn.gov, by calling 423-867-7711, or emailing jdeitrick@eastridgetn.gov. Deadline: Bids must be submitted by 2:30 PM EDT, July 16, 2025, to:

City Hall
1517 Tombras Ave
East Ridge, TN 37412

Bids will be publicly opened at that time. Envelopes must be clearly marked:
“2025 East Ridge Parks and Recreation Athletic Field Equipment & Field Maintenance Supplies.”

SS

RESOLUTION NO. _____

AGENDA MEMORANDUM
Fall and Winter Uniform Bid

July 24th, 2025

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

SUBJECT:

The City of East Ridge will accept sealed bids for the City's Parks and Recreation Fall and Winter 2025 uniforms. Bids will be received by, City Clerk at East Ridge City Hall, 1517 Tombras Avenue, East Ridge, TN 37412 until 2:30 pm., Wednesday, July 16th, 2025, at which time all bids will be opened. Copies of the bid requirements and specifications may be obtained at East Ridge City Hall, Mon – Fri., 8:00 a.m. – 4:30 p.m., except holidays or at www.eastridgetn.gov.

The Parks and Recreation Department will present bids to the City Council on July 24th, 2025 for final approval.

SS

RESOLUTION NO. _____

AGENDA MEMORANDUM

Turfing of Fields 5-8 at Camp Jordan

JULY 24th, 2025

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

Subject: Request for Approval – Turfing of Fields 5-8 at Camp Jordan

The Parks and Recreation Department respectfully requests City Council approval to proceed with the installation of synthetic turf on Fields 5 through 8 at Camp Jordan. This project will be executed in partnership with the following vendors:

- **Baseline Sports Construction** – \$2,776,000.00
- **ASA Engineering & Consulting, Inc.** – \$23,000.00

The total cost of the project will not exceed **\$3,000,000.00**, as authorized by **Resolution 3628**, adopted on **November 11, 2024**.

Please find attached the detailed specifications and vendor quotes for your review.

Attachments:

- Project Specifications
- Vendor Quotes

This project is scheduled to begin on November 10th, pending Council approval, following the conclusion of our final tournament. The estimated duration for completion is approximately 3 to 4 months.

SS



ENGINEERING & CONSULTING, INC.

May 7, 2025

Via Email: sskiles@eastridgetn.gov; jscottmiller@eastridgetn.gov

Shawna Skiles
Director of Parks and Recreation
City of East Ridge
1517 Tombras Avenue
East Ridge, TN 37412

RE: Proposal No. P5072025
Camp Jordan Ballfields 5-8 and Stadium Soccer Field - Artificial Turf

Dear Shawna,

Asa Engineering & Consulting, Inc. [Asa] is pleased to provide you with this professional services proposal for the above referenced project. The following outlines our project understanding, scope-of-services understanding, fee proposal, proposed schedule, assumptions & conditions, and services not included. Also attached and incorporated as a part of this proposal is Asa's 2025 Schedule of Fees.

PROJECT UNDERSTANDING

Asa understands that the **City of East Ridge [Client]** seeks a professional services proposal to provide land survey and civil engineering design services for the proposed artificial turfing of baseball fields 5 through 8 and the stadium soccer field in Camp Jordan Park (see Exhibit A). We understand that Baseline Sports Construction will perform the construction, and that Asa will coordinate its efforts with Baseline to provide grading, drainage, erosion control and permitting for the proposed improvements.

According to the FEMA/FIRM Community Panel, 47065C0477G and 47065C0364G, dated 2/3/2016, the proposed ballfields and soccer field appears to be outside of the floodway, but within the 100-year floodplain (Zone AE), with no previously identified streams or wetland areas. Additionally, we anticipate that the total land disturbance associated with the proposed improvements will exceed 1-acre of land disturbance, thereby requiring a land disturbance permit with Hamilton County and the Tennessee Department of Environment and Conservation [TDEC].

SCOPE-OF-SERVICES UNDERSTANDING

Asa will provide professional services associated with Tasks requested for the project as follows:

Task 1 – Survey

Asa Engineering will provide an Existing Conditions Survey of a portion of Camp Jordan Park in the areas of ballfields 1-8 and in the stadium soccer field and areas around the soccer field. Existing LiDAR survey data will be utilized, however subsurface drainage infrastructure and subsurface utilities and irrigation lines will need to be field located.

Underground utility assets (manholes, storm drains, etc.) shall include location, invert, pipe diameter & material where visible or located through 811 markings. All other visible utilities and any utility markings by private utility locators shall be recorded. Sidewalks, parking areas, and other built assets shall be recorded. This topographic survey component will be conducted in accordance with the current Tennessee Minimum Standards of Practice as promulgated by the Tennessee State Board of Examiners for Land Surveyors. Assets to be included are Topography (per rule 0820-03.07(2) according to the current Tennessee Minimum Standards of Practice), topographic contour may be derived from a combination of Aerial LiDAR scans and field run shots. All data will be post processed to meet or exceed the National Map Accuracy Standards (NMAS) of a 1-foot equivalent contour interval at 90 percent confidence level. Topographic data may be derived from a combination of Aerial LiDAR scans and field run shots.

All survey data is to be delivered in Tennessee State Plane 4100, USFT. Vertical datum will be delivered in NAVD 88. The survey results shall meet or exceed Category I minimum standards as defined in 0820-03-.05 ACCURACY OF SURVEYS of the Tennessee State Board of Examiners Standard of Practice. The survey will be delivered in AutoCAD (DWG) format.

Task 2 – Site Design Services

1. Asa will provide professional services for development of Construction Documents for site construction. All work outlined below will be performed by, or under the direct supervision of, a Civil Engineer licensed in the State of Tennessee as a Professional Engineer.
 - a. Layout of Site Improvements: Asa will provide the engineering layout and design of the approved site improvements as indicated in the Project Understanding and layout approved by the Client. The site plan will be included with the construction documents.
 - b. Drainage & Stormwater Management: Asa will provide engineering design, layout, and preparation of the site plans for control of stormwater run-off in accordance with the current and applicable stormwater management criteria. This includes the collection and conveyance system design to handle the stormwater run-off from site improvements. It is anticipated that Land disturbance will exceed 1-acre, so a site-specific SWPPP, Notice of Intent (NOI) and TDEC Construction General Permit will be required.
 - c. Construction Erosion Protection and Sediment Control Plans: Asa will furnish erosion prevention and sediment control plans for the site that meets regulatory design standards.
 - d. Grading & Drainage Plan: Asa will provide a grading plan that depicts the finished field elevations and grading design for the site within the limits of disturbance. One-foot contour elevations and relevant proposed spot grades will be provided on the grading plan where necessary to relay the design intent for construction. Drainage improvements correlating to the grading design will be included in the construction plan.
 - e. Site Utility Plan: Asa will provide engineering design and preparation of construction plans for the relocation of any existing utilities that will be impacted by the field improvements. The site utility plan will reference all known existing utilities located per survey and existing as-built documentation and if additional relocation is necessary, it will be denoted on the plan.
 - f. Coordination and Approvals: Asa will provide up to (2) submittals to and/or secure approvals from the Owner. If additional submittals are required, as a result of circumstances outside of our control, work will be performed on an hourly basis in accordance with Asa's 2025 Schedule of Fees.

- g. Landscape Architecture: We understand that Landscape Architecture design services are not required for this project.
 - h. Specifications: Specifications will be referenced in the plans. We understand that a technical specification booklet is not required as a part of this project and that Baseline Sports Construction will be responsible for all plans and specifications for the artificial turf system and drainage collection within the system.
 - i. The construction documents phase of the project includes up to two (2) meetings with the Client and/or stakeholders.
2. Site Construction Documents provided by Asa will include the following:
- a. Site General Notes and Specifications
 - b. Site Plan
 - c. Grading and Drainage plan
 - d. ESPC plan and details
 - e. Site Utility Plan
3. Baseline will provide the plans and details for the artificial turf system.

FEE PROPOSAL

Asa proposes the estimated fee terms as described below:

A. Task 1 – Survey Services	\$ 4,500.00	Lump Sum
B. Task 2 – Civil Design and Site Construction Documents	\$ 17,000.00	Lump Sum
C. Task 3 – Construction Contract Administration	\$ 2,500.00	Hourly – Not to Exceed

PROPOSED SCHEDULE

Asa will coordinate with Client to establish a project schedule reasonable for both parties. Approximate timeframes for each phase are estimated as follows:

- A. Survey Services Complete on, or before, June 1, 2025.
- B. Design Services Design and permitting to be complete on, or before, August 15, 2025.

ASSUMPTIONS & CONDITIONS

- A. The fee estimate and the schedule provided are valid for 60 days from the date of this submission.
- B. It is understood that Baseline Sports Construction will provide the artificial turf system plan layout in AutoCAD Civil 3D format.
- C. Any services not specifically identified in the scope of services detailed herein are not included in this proposal.

SERVICES NOT INCLUDED

Professional services not included in this proposal are as follows:

- A. Permitting Fees
- B. Site Lighting Plan
- C. Geotechnical Investigation Services
- D. Structural design services (buildings, retaining walls, foundations, parking garage, etc.)

- E. Historical or Archaeological Services
- F. Environmental studies or remediation
- G. Site Plan and design of the Artificial Turf System
- H. Materials Testing Services
- I. Offsite design services
- J. Floodplain, Floodway or FEMA Permitting
- K. Construction Inspection Services (outside of Construction Contract Administration)
- L. Irrigation Design

Asa Engineering & Consulting, Inc. appreciates the opportunity to provide professional services on this important project. If you have questions, or need additional information, please contact me at rtranel@asaengineeringinc.com or via phone at 423.805.3700.

Sincerely,

ASA ENGINEERING & CONSULTING, INC.

A handwritten signature in blue ink that reads "Rachel A. Tranel". The signature is fluid and cursive, with the first name being the most prominent.

Rachel A. Tranel, P.E., LEED AP
Director of Civil Engineering

EXHIBIT A – PROPOSED SURVEY AREA





DATE: June 24, 2025
PROJECT: Camp Jordan Field Conversions
PHONE: 423.260.9190

ATTENTION: Shawwna Skiles
LOCATION: East Ridge, TN
EMAIL: sskiles@eastridgetn.gov

Stadium Soccer Field Conversion & Modifications Based on +/- 83,000 SF:

1. construction entrance drive & erosion control measures.
2. field excavation to a depth not to exceed 8" and export off site.
3. fine grade subgrade utilizing laser guided equipment.
4. proof roll subgrade to ensure suitability for work scope proposed.
5. collector pipe utilizing a 12" HDPE perforated pipe including trench fabric and stone backfill.
6. perimeter concrete curbing to establish field perimeter and final finished elevation.
7. 4-ounce geo-textile filter fabric on field subgrade.
8. 1" by 12" flat panel drainage system placed on 25' centers.
9. free draining layer of retention stone utilizing 9" of #3 stone
10. free draining stone base utilizing 4.5" of #57 stone + 1.5" of #89 stone.
11. SHAW "Legion Pro" dual-fiber, synthetic turf system utilizing sand / rubber infill material.
12. remove and dispose of construction access drive and general site cleanup.

Baseball Field Conversion & Modifications @ Fields 5-8 Based on +/- 202,110 SF:

1. construction entrance drive & erosion control measures.
2. field demolition & excavation to a depth not to exceed 15" and export off site.
3. fine grade subgrade utilizing laser guided equipment.
4. proof roll subgrade to ensure suitability for work scope proposed.
5. collector pipe utilizing a 12" HDPE perforated pipe including trench fabric and stone backfill.
6. perimeter concrete curbing to establish field perimeter and final finished elevation.
7. 4-ounce geo-textile filter fabric on field subgrade.
8. 1" by 12" flat panel drainage system placed on 25' centers.
9. free draining layer of retention stone utilizing 9" of #3 stone
10. free draining stone base utilizing 4.5" of #57 stone + 1.5" of #89 stone.
11. SHAW "Tru-Hop 1.65" dual fiber, synthetic turf system at infields + "Legion Pro 1.75" dual fiber, synthetic turf system at outfields utilizing sand / rubber infill material.
12. remove and dispose of construction access drive and general site cleanup.

Total Cost Fields 5-8 + Soccer Stadium Field: \$2,776,300

Pricing Terms & Conditions:

1. Current budget pricing to expire in 30 days.
2. Performance and payment bonds can be provided for a surcharge of 1%.
3. Monthly progress billings to be submitted on the 25th of each month.
4. Terms net 30 upon invoice.
5. 1-1/2% interest per month will be applicable to any unpaid balance 30 days after the invoice date.
6. Sourcewell services contract # 060518-SII. Shaw Sports Turf authorized distributor partner.



3600 Henson Road, Knoxville, TN 37921
(800) 205-9521 (865) 588-4320 fax: (865) 588-4111
Email: info@baselineLLC.com Visit us: www.baselineLLC.com



Testing, Quality Control & Miscellaneous Items Included:

1. all turf systems manufactured by SHAW Sports Turf.
2. all baseball field markings to be white.
3. all soccer field markings to be white.
4. GMAX testing and initial reporting at all fields.
5. 8-year standard warranty for synthetic turf system.
6. maintenance manual detailing care and cleaning of the turf playing surface.
7. greens-groomer provision, delivery & training.
8. standard wage rates.
9. ASBA Certified Synthetic Turf Field Builder on staff.

General Notes, Terms, Conditions & Exclusions:

1. assumes 1 site mobilization.
2. assumes all excavated material will be dumped on site.
3. assumes existing site conditions are suitable for the work scope proposed.
4. assumes field underdrain system will discharge within 50' of the field exit point.
5. assumes unencumbered access to adequate material staging areas, access and haul routes and site location for the duration of our work scope detailed above.
6. pricing does not allow for the removal or replacement of unsuitable soils, unsuitable fill material, solid rock, hazardous materials or any other items that are not suitable to support our work scope.
7. assumes construction process will continue without interruption until our work scope is complete.
8. does not allow for the remediation / repair / replacement of surrounding parking lots, access drives, landscape, sidewalks, etc., that may be damaged during construction.
9. scope and pricing proposed may be impacted by the engineered design based on local and state storm water requirements. Baseline Sports Construction, LLC reserves the right to modify pricing accordingly.

Shawna...thanks again and don't hesitate to call if you have any questions.

Steve Clift
Vice President
C 423-593-8284
E-Mail steve@baselinellc.com



3600 Henson Road, Knoxville, TN 37921
(800) 205-9521 (865) 588-4320 fax: (865) 588-4111
Email: info@baselineLLC.com Visit us: www.baselineLLC.com

RESOLUTION NO. _____

AGENDA MEMORANDUM

Approval of Annual Bids for Street Department Materials for FY 2025-2026

July 24, 2025

Submitted By: Chris Vaughn, Street Department Supervisor

The City advertised the following bids for the Street Department materials for FY 2025-2026:

Asphalt and Other Street Repair Materials
Concrete Block / Brick, Sand, and Mortar Mix
Crushed Stone
Drainage Pipes
Topsoil and Fill Dirt

Bids will be opened and publicly read on July 21, 2025 at 1:00 pm. The bids will be reviewed and then presented to Council for approval at the July 24, 2025 City Council meeting.

RESOLUTION NO. _____

AGENDA MEMORANDUM
5-YEAR CAPITAL NOTE
2 REPLACEMENT TRUCKS

July 24, 2025

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

The adopted FY 2025-2026 Budget includes an appropriation for the following capital outlay items (truck replacements):

- Street Department – F-750 Dump Truck with snowplow and salt spreader - \$156,000. Replaces a 2009 F-150 Dump Truck.
- Sanitation Department – Rear-End Loader - \$267,704. Replaces a 2006 Rear-End Loader with 145,000+ miles.

Staff are proposing to finance these trucks via a 5-year capital note (equipment acquisition note) in the amount not to exceed \$450,000 at an interest rate of 4.45% through the Tennessee Municipal Bond Fund.

The debt service would end up computing to approximately \$102,500 per year. The total annual debt service would be allocated at 37% Streets Department and 63% Sanitation Department. Funds have been appropriated in each of these departmental accounts.

Attachment

JSM/

TENNESSEE MUNICIPAL BOND FUND

2025

Resolution Request

City of East Ridge

(Name of governmental unit)

Federal Tax ID Number

Please complete and return by email

Purpose of the Loan (Please be specific - If it is not generally included in the resolution, loan proceeds cannot be used for financing - we do not need an item by item description necessarily):

Replacement Dump Truck for Street Department.

Replacement Rear-End Loader for Sanitation Department.

"Not to Exceed" Amount: \$ 450,000

Term of Issue: 5 Years

Approximate date for initial disbursement of funds:

Do you anticipate issuing more than \$10 Million in debt during the current calendar year (includes debt of subordinate entities)? Yes (will issue more than \$10M) No (will issue less than \$10M)

Do you need a reimbursement resolution (will funds be spent prior to closing)? Yes No

Date resolutions are needed by: Expected meeting date to adopt:

Do you need a meeting notice to publish? Yes No

(Tax Counsel requires a published notice of meeting - it can be an annual notice or monthly notice.) (Must be published once in a local paper 5 to 7 days prior to the meeting if it is not an annual notice)

Send resolutions to (name, title, address, phone, fax number, email address):

Name and Title

Email address

Street address

P.O. Box

City

Zip Code

Phone Number

Fax Number

Signature

Date

Tennessee Municipal Bond Fund - 226 Anne Dallas Dudley Boulevard, Suite 502 - Nashville, Tennessee 37219

Phone (615) 255-1561 Fax (615) 255-7428

Email: lmooningham@tmbf.net