

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

**April 10, 2025  
6:00 pm**

The East Ridge City Council met pursuant to the meeting notice on April 10, 2025, at 6:00 p.m. in the East Ridge City Hall Council Chambers. Mayor Williams called the meeting to order.

City Attorney Mark Litchford gave the invocation. All joined in for the Pledge of Allegiance.

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

**Attendance:** Eleven

**Milestone Award:** Robert Landrum, 5 years

**Consent Agenda:**

- A. Approval of Minutes from March 27, 2025 Council Meeting
- B. Approval of February 2025 Financial Report

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

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

**Communication from Citizens:**

Lisa Thompson, 620 S Sanctuary Road, Chattanooga, TN 37412 – expressed a commitment to helping in any way to advance the question of relocating the dog park.

**Communication from Councilmembers:**

Councilmember Cagle – Nothing at this time.

Vice Mayor Tyler asked if City Manager Miller was able to get in contact with the owner of the cell tower on Blackhawk Trail. City Manager Miller stated he was able to make contact and informed them that the cell tower has been vandalized.

Councilmember Ezell – Nothing at this time.

Councilmember Witt – Nothing at this time.

Mayor Williams reported the upcoming Parks and Recreation and Library events and programs and reported that East Ridge Middle School sent a thank you letter for the \$500.00 donation.

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

- N Mack Smith Road widening started on the east side of the north end with the installation and construction of a head wall and a 24" storm drainage system to eventually tie into Ringgold Road.
- The east wall of Venue 1921 at East Ridge is complete; currently working on the west wall.
- All paperwork for the Community Center expansion project has been submitted to the state for the LPRF grant. Waiting for approval and notice to proceed.

### **Old Business:**

#### **Discussion of City Charter Review Commission**

City Attorney Litchford reported contacting the Election Commission and obtaining ballots related to charter amendments from 2008 forward. City Attorney Litchford also reviewed records from the Municipal Technical Advisory Service (MTAS) and reported that MTAS provides a free service to review city charters.

It was moved by Councilmember Cagle and seconded by Councilmember Ezell to authorize City Manager Miller to work with MTAS to review the City's charter and report the findings back to the Council.

Following further discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes, Councilmember Cagle – yes, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried unanimously.

### **New Business:**

#### **RESOLUTION NO. 3671 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER JACKY CAGLE TO THE EAST RIDGE BOARD OF ZONING APPEALS**

City Attorney Litchford read the resolution by caption.

It was moved by Councilmember Cagle and seconded by Councilmember Witt to appoint Regina Parris to the East Ridge Board of Zoning Appeals.

Following discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes, Councilmember Cagle – yes, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried unanimously.

#### **RESOLUTION NO. 3672 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY VICE MAYOR DAVID TYLER TO THE EAST RIDGE BOARD OF ZONING APPEALS**

City Attorney Litchford read the resolution by caption.

It was moved by Vice Mayor Tyler and seconded by Councilmember Witt to appoint Tyler Buck to the East Ridge Board of Zoning Appeals.

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

**RESOLUTION NO. 3673 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3658 TO REFLECT A CORRECTED TERM END DATE FOR THE COUNCIL APPOINTMENT TO FILL AN UNEXPIRED TERM ON THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD**

City Attorney Litchford read the resolution by caption.

It was moved by Vice Mayor Tyler and seconded by Councilmember Ezell to approve Resolution No. 3673.

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

**RESOLUTION NO. 3674 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE BIDS FOR THE RENOVATION OF THE RESTROOMS WITHIN CAMP JORDAN ARENA**

City Attorney Litchford read the resolution by caption.

Parks and Recreation Director Skiles is requesting the Council approve the bid submitted by Integrated Builds, LLC for the renovation of the restrooms within Camp Jordan Arena.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to approve the bid submitted by Integrated Builds, LLC.

Following further discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes, Councilmember Cagle – yes, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried unanimously.

**RESOLUTION NO. 3675 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3657 TO CORRECT THE PROCESS FOR APPOINTING COUNCILMEMBER ANDREA WITT'S NOMINATION OF JAMES MEYERS TO FILL AN UNEXPIRED TERM TO THE EAST RIDGE HOUSING COMMISSION**

City Attorney Litchford read the resolution by caption.

It was moved by Councilmember Witt and seconded by Vice Mayor Tyler to amend the nomination of James Meyers to fill an unexpired term to the East Ridge Housing Commission

Following further discussion, Mayor Williams asked for a roll call vote. Vice Mayor Tyler – yes, Councilmember Cagle – yes, Councilmember Ezell – yes, Councilmember Witt – yes, Mayor Williams – yes. Motion carried unanimously.

**Discussion of Tentative Agenda Items for the April 24, 2025 City Council Meeting**  
(see Attachment A)

**Old Business:**

NONE

**New Business:**

**RESOLUTION NO. \_\_\_\_\_ - Variance to the City's sign ordinance to install two signs at the proposed Whataburger location at 6521 Ringgold Road**

Chief Building Official Michael Howell reported that the request is seeking approval for a 90-foot-high pylon sign with two sign faces, 363 square feet in size, and a 12-foot-high monument sign with two sign faces, 66 square feet in size. Sign Ordinance 1028 allows for one detached on-premises sign per lot, which may be in the form of a ground or monument sign. Each sign face is limited to 50 square feet, and a maximum height of 9 feet.

**RESOLUTION NO. \_\_\_\_\_ - Use on review for approval to operate a medical clinic at 842 S Germantown Road**

Chief Building Official Michael Howell reported that this request is to operate a medical clinic in the R-1 Residential District. Use of a medical clinic is permitted on review in this district, allowing professional medical and dental services, as well as clinics. The property is adjacent to both commercial and residential areas.

**Any Other Business**

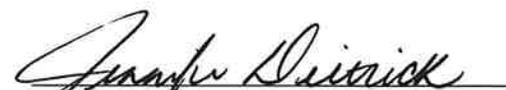
City Manager Miller sent Council a summary of the recent meeting with CARTA and requested that a related item be added to the agenda for the April 24, 2025 City Council Meeting.

**Adjournment**

There being no further business, the April 10, 2025 Regular Meeting of the City Council of the City of East Ridge was adjourned at 6:55 p.m.

APPROVED:

  
MAYOR

  
CITY CLERK

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

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

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

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

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

**Attendance:** Fourteen

**Consent Agenda:**

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

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

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

**Communication from Citizens:**

NONE

**Communication from Councilmembers:**

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

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

Councilmember Witt – Nothing at this time.

Councilmember Ezell – Nothing at this time.

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

**Communication from City Manager:**

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

**Old Business:**

NONE

**New Business:**

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

City Attorney Litchford read the ordinance by caption.

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

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

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

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

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

City Attorney Litchford read the ordinance by caption.

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

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

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

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

City Attorney Litchford read the ordinance by caption.

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

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

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

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

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

City Attorney Litchford read the resolution by caption.

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

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

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

Councilmember Ezell inquired if the variance is legal.

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

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

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

City Attorney Litchford read the resolution by caption.

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

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

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

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

City Attorney Litchford read the resolution by caption.

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

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

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

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

City Attorney Litchford read the resolution by caption.

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

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

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

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

City Attorney Litchford read the resolution by caption.

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

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

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

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

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

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

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

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

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

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

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

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

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

City Manager Miller will continue discussions and negotiations with CARTA.

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

#### **Old Business:**

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

#### **New Business:**

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

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

### **Presentation of FY2025-2026 Operating Budget**

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

### **Adjournment**

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

APPROVED:

  
MAYOR

  
CITY CLERK