

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

**AGENDA  
August 28, 2025  
6:00 pm**

1. Call to Order
2. Invocation
3. Roll Call
4. Approval of Minutes August 14, 2025
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business:
  - A. **ORDINANCE NO. 1230** - 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 842 SOUTH GERMANTOWN ROAD, TAX MAP #168D-H-006 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (2<sup>nd</sup> READING)
9. New Business
  - A. **RESOLUTION NO. 3727** – A RESOLUTION OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ISSUANCE OF INTEREST-BEARING EQUIPMENT ACQUISITION CAPITAL OUTLAY NOTES, SERIES 2025, IN AN AMOUNT NOT TO EXCEED \$400,000, AND PROVIDING FOR THE PAYMENT OF SAID NOTES
  - B. **RESOLUTION NO. 3728** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE TERMINATION OF THE AGREEMENT WITH HOLLAND & KNIGHT LLP FOR GOVERNMENT AFFAIRS COUNSEL AND THE EXECUTION OF A NEW AGREEMENT WITH BHA STRATEGY/BGR GROUP TO PROVIDE GOVERNMENT AFFAIRS COUNSEL BEFORE THE TENNESSEE GENERAL ASSEMBLY
  - C. **RESOLUTION NO. 3729** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR AN ATHLETIC FIELD SUPPLIER FOR BASEBALL AND SOFTBALL FIELDS AT CAMP JORDAN PARK FOR FY 2025 - 2026
  - D. **RESOLUTION NO. 3730** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING PHOTOGRAPHY BIDS FOR THE 2025 – 2026 SPORTS SEASON
  - E. **RESOLUTION NO. 3731** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE PROPOSAL FROM AVI-SPL FOR AUDIO-VISUAL EQUIPMENT AND PROFESSIONAL INTEGRATION SERVICES AT VENUE 1921 AT EAST RIDGE

- F. **RESOLUTION NO. 3732** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3241, WHICH APPROVED THE HUMAN RESOURCES REGULATIONS
- G. **RESOLUTION NO. 3733** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO ADVERTISE FOR BIDS FOR THE REPLACEMENT OF A PORTION OF THE ROOF AT EAST RIDGE CITY HALL
- H. Discussion of Tentative Agenda for **September 11, 2025**, City Council Meeting (Attachment A)

10. Adjournment

**ATTACHMENT A**  
**TENTATIVE AGENDA**  
**September 11, 2025**

**8. Old Business:**

NONE

**9. New Business**

- A. **PUBLIC HEARING FOR ORDINANCE NO. \_\_\_\_\_** - An Ordinance to adopt the 2023 National Electrical Code (1<sup>st</sup> Reading)
- B. **ORDINANCE NO. \_\_\_\_\_** - An Ordinance to adopt the 2023 National Electrical Code (1<sup>st</sup> Reading)
- C. **RESOLUTION NO. \_\_\_\_\_** - A Resolution authorizing a Capital Campaign Feasibility Study for a YMCA facility at Camp Jordan Park
- D. **RESOLUTION NO. \_\_\_\_\_** - A Resolution authorizing the purchase of two (2) vehicles for the East Ridge Police Department Crime Suppression Unit
- E. **RESOLUTION NO. \_\_\_\_\_** - A Resolution authorizing the purchase of a fingerprint system for the East Ridge Police Department

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

**August 14, 2025  
6:00 p.m.**

The East Ridge City Council met pursuant to the meeting notice on August 14, 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:** Twenty-nine

**Approval of Consent Agenda**

Councilmember Witt moved to approve the Consent Agenda, seconded by Councilmember Ezell. 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**

Joe Wilson, 607 South Moore Road, expressed concern regarding the flooding from the recent storms.

Gail Phillips, 3906 North Mission Oaks Drive, announced the Jones Memorial United Methodist Church BBQ and Bake Sale on September 20, 2025.

Councilmember Jacky Cagle addressed the City Council as a resident and requested that the City inspect the ditches to determine who is responsible for the maintenance. City Manager Miller stated that many of the ditches are on private property. City Attorney Litchford stated that property owner permission would be required.

Charles McCullough, 1214 Reeves Avenue, stated that the plat indicates the ditch on Reeves Avenue is an easement and asked about adopting an ordinance requiring residents to maintain their respective areas of drainage ditches.

**Communication from Councilmembers**

Councilmember Cagle had no comments.

Vice Mayor Tyler stated that the drainage ditch referenced by Mr. Wilson also runs behind his property and stated that the City should explore possible measures to address possible blockage issues.

Councilmember Witt stated that the Environmental Protection Agency may need to be involved regarding the mainline ditch.

Councilmember Ezell reported that a resident on Springvale Road experienced approximately five feet of water in his garage. He recommended a review of recent development and to consider adjustments to improve water flow.

Mayor Williams reported the following:

- Mayor Williams, City Manager Miller, and Police Chief Uselton met with the Hamilton County Emergency Management Office and Tennessee Emergency Management Agency (TEMA). Hamilton County Mayor Wamp toured areas that were impacted by the flood.
- Expressed appreciation to the first responders for their heroic actions during the flooding event.
- The City is coordinating with TEMA to pursue disaster assistance, and he requested that all property owners who experienced storm-related damage contact City Hall.

- Thoughts and prayers for the four people who lost their lives during the flooding event.
- Announced that the City is compiling information from organizations and individuals willing to assist residents affected by flooding.

Mayor Williams invited Fire Chief Williams and Police Chief Uselton to provide a briefing on the flooding event.

Chief Williams reported that a Unified Command Post was established at Station 1 with assistance from multiple mutual aid agencies. First responders evacuated over 60 people, conducted 19 water rescues and rescued over 10 animals.

Chief Uselton reported that the East Ridge Police Department responded to more than 160 calls during the flooding event, many of which required multiple officers to respond, and provided assistance on Interstate 24 when it was closed due to the flooding incident.

### **Communication from City Manager**

City Manager Miller reported the following:

- Several feet of water mixed with oil in the pits of Valvoline during the flooding. The resulting runoff flowed across Pioneer Park and the splash pad, requiring both to be closed.
- A driver services kiosk is now available in the City Hall atrium at no cost to the City.
- The WWTA's contractor is working on manholes to prevent water intrusion. John Ross Road will be closed on August 18, 2025, for the excavation of a covered manhole and the installation of a new manhole.

### **Old Business**

NONE

### **New Business**

**PUBLIC HEARING FOR ORDINANCE NO. 1230 - 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 842 SOUTH GERMANTOWN ROAD, TAX MAP #168D-H-006 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT**

Mayor Williams opened the public hearing. City Attorney Litchford read the ordinance on caption.

Chief Building Official Howell stated the rezoning request is to establish a permanent medical clinic. He noted that Council may wish to consider a zoning condition limiting the use to a medical clinic.

Aline Defiglia, applicant for the rezoning, requested that the use not be limited.

Patricia Waggoner, a neighboring resident, stated she has no objection to the rezoning.

Mayor Williams closed the public hearing.

**ORDINANCE NO. 1230 - 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 842 SOUTH GERMANTOWN ROAD, TAX MAP #168D-H-006 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (1<sup>st</sup> READING)**

City Attorney Litchford read the ordinance on caption.

Councilmember Witt moved to approve Ordinance No. 1230, seconded by Vice Mayor Tyler. 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.

**PUBLIC HEARING FOR ORDINANCE NO. 1231 - 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 1171 SOUTH SEMINOLE DRIVE, TAX MAP #168C-F-026, FROM R-1 RESIDENTIAL DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT**

Mayor Williams opened the public hearing. City Attorney Litchford read the ordinance on caption.

Chief Building Official Howell stated this request is to allow construction of two single-family dwellings on the lot and reviewed the compatibility challenges.

Wayne Williams, Workshop Architecture, 1420 McCallie Ave, stated that the property had several nuisance complaints prior to his clients purchasing the property and that his clients would like to build two single-family homes on the property to provide the financial incentive to improve the property.

Councilmember Ezell asked if the existing house would be demolished. Mr. Williams confirmed that it would.

Mayor Williams asked about the lot size and density. Chief Building Official Howell responded that the lot is 0.31 acres. He stated the current density is three dwelling units per acre, and if approved, the density would increase.

Charles McCullough, 1214 Reeves Avenue, expressed opposition and stated concern regarding the two driveways.

Mayor Williams closed the public hearing.

**ORDINANCE NO. 1231 - 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 1171 SOUTH SEMINOLE DRIVE, TAX MAP #168C-F-026, FROM R-1 RESIDENTIAL DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT (1<sup>ST</sup> READING)**

City Attorney Litchford read the resolution on caption.

Councilmember Witt moved to deny Ordinance No. 1231, seconded by Councilmember Ezell. 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. 3714 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE EXECUTION AND DELIVERY OF A DEVELOPMENT AGREEMENT WITH ER INVESTMENT, LLC, RELATING TO A PROJECT IN THE BORDER REGION RETAIL DEVELOPMENT DISTRICT AND AUTHORIZING CERTAIN ACTIONS RELATING THERETO**

City Attorney Litchford read the resolution on caption.

City Attorney Litchford stated that the development includes three units including a restaurant, convenience store and a laundromat. The Industrial Development Board voted unanimously to approve the agreement.

Vice Mayor Tyler moved to approve Resolution No. 3714, seconded by Councilmember Ezell. 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. 3715 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER REQUEST NO. 5 FOR THE NORTH MACK SMITH ROAD WIDENING AND IMPROVEMENTS PROJECT FOR MODIFICATIONS TO SIX DRAINAGE STRUCTURES**

City Attorney Litchford read the resolution on caption.

Jeff Sikes, ASA Engineering, stated that six drainage structures need to be lowered due to an oversight during the review process. He stated that ASA Engineering will reimburse the City for costs if the project exceeds budget.

Councilmember Witt moved to approve Resolution No. 3715, seconded by Vice Mayor Tyler. 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. 3716 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE PURCHASE OF SIX FORD INTERCEPTOR SPORT UTILITY VEHICLES FROM LONNIE COBB FORD THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATEWIDE CONTRACT LISTING #209, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b), FOR USE BY THE EAST RIDGE POLICE DEPARTMENT**

City Attorney Litchford read the resolution on caption.

Chief Uselton stated the Police Department is requesting to purchase six patrol vehicles for front-line officers.

Vice Mayor Tyler moved to approve Resolution No. 3716, seconded by Councilmember Witt. 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. 3717 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE PURCHASE OF THIRTEEN PATROL RIFLE PACKAGES FOR THE EAST RIDGE POLICE DEPARTMENT FROM TROY INDUSTRIES IN THE AMOUNT \$23,114**

City Attorney Litchford read the resolution on caption.

Chief Uselton stated the Police Department is requesting authorization to purchase 13 patrol rifle packages that include suppressors to replace rifles that are approaching 20 years old.

Councilmember Witt moved to approve Resolution No. 3717, seconded by Vice Mayor Tyler. 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. 3718 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE PURCHASE OF A FIREARMS TRAINING SIMULATOR FOR THE EAST RIDGE POLICE DEPARTMENT IN THE AMOUNT OF \$19,030.41**

City Attorney Litchford read the resolution on caption.

Chief Uselton stated the Police Department is requesting authorization to purchase a firearms training simulator and noted that the system integrates with the department's current weapons.

Vice Mayor Tyler moved to approve Resolution No. 3718, seconded by Councilmember Witt. Following brief 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. 3719 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH DR. JESSICA PRUITT TO PROVIDE VETERINARY SERVICES FOR THE EAST RIDGE ANIMAL SHELTER**

City Attorney Litchford read the resolution on caption.

Chief Uselton stated the agreement is to provide veterinary services two times per week at the Animal Shelter.

Councilmember Witt moved to approve Resolution No. 3719, seconded by Vice Mayor Tyler.

Councilmember Ezell asked if surgeries would be performed. Chief Uselton responded that surgeries would be performed by an outside veterinarian. City Manager Miller added that the shelter does not have a surgery room.

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. 3720 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE PURCHASE OF EDRAULIC RESCUE TOOLS FROM MUNICIPAL EMERGENCY SERVICES (MES) THROUGH THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM, CONTRACT #020124**

City Attorney Litchford read the resolution on caption.

Chief Williams stated that the purchase of rescue tools is included in this fiscal year's budget in the amount of \$61,862.00. Since the adoption of the budget, the price has increased to \$65,202.48. The Fire Department is requesting Council approve the purchase of the rescue tools in the amount of \$65,202.48.

Vice Mayor Tyler moved to approve Resolution No. 3720, seconded by Councilmember Ezell. 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. 3721 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE PURCHASE OF TEN SETS OF TURNOUT GEAR FOR THE EAST RIDGE FIRE DEPARTMENT FROM NAFECO THROUGH THE SOURCEWELL COOPERATIVE PURCHASING PROGRAM, CONTRACT #010424-LIO**

City Attorney Litchford read the resolution on caption.

Chief Williams stated that the Fire Department is requesting to purchase turnout gear in the amount of \$39,960.00.

Councilmember Witt moved to approve Resolution No. 3721, seconded by Vice Mayor Tyler. 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. 3722 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE SUBMISSION OF A FY2026 LEANING INTO COMMUNITIES GRANT APPLICATION TO HAMILTON COUNTY GOVERNMENT FOR PHASE 1 OF THE SPRINGVALE PARK REDEVELOPMENT PROJECT AND COMMITTING LOCAL MATCHING FUNDS CONTINGENT UPON AWARD**

City Attorney Litchford read the resolution on caption.

Development Administrator McAllister stated City Administration is requesting authorization to apply for the Fiscal Year 2026 Leaning Into Communities Grant with a maximum award of \$250,000 and would require a matching amount from the City. He stated that the funding would support the implementation of Phase 1 of the Springvale Park Redevelopment Project.

Councilmember Witt moved to approve Resolution No. 3722, seconded by Vice Mayor Tyler.

Councilmember Ezell asked if this grant is solely for Springvale Park. City Manager Miller stated it can be used for any of the City's parks. Development Administrator McAllister added that the Master Plan that was adopted in January 2024 includes a section identifying long-term and short-term goals for Springvale Park, which were used to create the strategic plan for the grant application.

Councilmember Ezell shared opposition he received from homeowners near Springvale Park.

Councilmember Cagle asked for clarification on whether authorizing the submission of the grant application commits the funds to a dog park at Springvale Park. City Manager Miller stated yes. Councilmember Cagle then asked if the grant money is not used at Springvale Park for a dog park, would the money have to be returned. City Manager Miller confirmed it would, explaining that the grant is site- and purpose-specific.

Mayor Williams stated that a citizen survey that was conducted showed that citizens would like to see park amenities in other locations outside of Camp Jordan Park.

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

**RESOLUTION NO. 3723 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING BIDS FOR ATHLETIC FIELD SUPPLIERS FOR SOCCER FIELDS AT CAMP JORDAN PARK FOR FY 2025–2026**

City Attorney Litchford read the resolution on caption.

Parks and Recreation Director Skiles stated that the Parks and Recreation Department is requesting approval of bids for athletic field supplies for soccer fields at Camp Jordan Park for Fiscal Year 2025-2026.

Vice Mayor Tyler moved to approve Resolution No. 3723, seconded by Councilmember Ezell. 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. 3724 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, MEMORIALIZING AN APPOINTMENT BY MAYOR BRIAN WILLIAMS TO THE EAST RIDGE PLANNING COMMISSION**

City Attorney Litchford read the resolution on caption.

Mayor Williams announced his appointment of Casey Tuggle to the East Ridge Planning Commission.

Mayor Williams moved to approve Resolution No. 3724, memorializing his appointment of Casey Tuggle to the Planning Commission. Seconded by Vice Mayor Tyler. Following brief 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. 3725 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, MEMORIALIZING AN APPOINTMENT BY MAYOR BRIAN WILLIAMS TO THE EAST RIDGE HOUSING COMMISSION**

City Attorney Litchford read the resolution on caption.

Williams announced his appointment of Wayne Thompson to the East Ridge Housing Commission.

Mayor Williams moved to approve Resolution No. 3725, memorializing his appointment of Wayne Thompson to the Housing Commission. Seconded by Vice Mayor Tyler. 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. 3726 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, MEMORIALIZING AN APPOINTMENT BY COUNCILMEMBER JEFF EZELL TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD TO FILL AN UNEXPIRED TERM**

City Attorney Litchford read the resolution on caption.

Councilmember Ezell announced his appointment of Tucker McClendon to the East Ridge Industrial Development Board.

Councilmember Ezell moved to approve Resolution No. 3726, memorializing his appointment of Tucker McClendon to the Industrial Development Board. Seconded by Councilmember Witt. Following brief 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 for the August 28, 2025 City Council Meeting (see Attachment A)**

**ATTACHMENT A**  
**TENTATIVE AGENDA**  
**August 28, 2025**

**Old Business**

**ORDINANCE NO. 1230 - 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 842 SOUTH GERMANTOWN ROAD, TAX MAP #168D-H-006 FROM R-1 RESIDENTIAL DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT (2<sup>nd</sup> READING)**

No Discussion

**ORDINANCE NO. 1231 - 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 1171 SOUTH SEMINOLE DRIVE, TAX MAP #168C-F-026 FROM R-1 RESIDENTIAL DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT (2<sup>nd</sup> READING)**

Mayor Williams stated that this item was denied on first reading and will be removed from the agenda.

**New Business**

**RESOLUTION NO. \_\_\_\_\_ - Authorizing the issuance of interest-bearing equipment acquisition capital outlay notes in an amount not to exceed \$400,000**

City Manager Miller stated that this resolution authorizes the issuance of the capital acquisition note.

**RESOLUTION NO. \_\_\_\_\_ - Approval of bid for an athletic field supplier for baseball and softball fields at Camp Jordan Park for FY 2025-2026**

Director Skiles stated that the Parks and Recreation Department conducted a rebid for athletic field supplies for the baseball and softball fields at Camp Jordan Park. Sealed bids will be opened August 20, 2025.

**RESOLUTION NO. \_\_\_\_\_ - Approval of bid for a trophy vendor to supply awards for various youth and adult sports programs managed by the Parks and Recreation Department**

Director Skiles stated that sealed bids will be opened August 20, 2025.

**RESOLUTION NO. \_\_\_\_\_ - Approval of bid for a professional sports photography services for various youth sports programs managed by the Parks and Recreation Department**

Director Skiles stated that sealed bids will be opened August 20, 2025.

**RESOLUTION NO. \_\_\_\_\_ - Approval of proposal for audio visual equipment and professional integration services for Venue 1921 at East Ridge**

Director Skiles stated proposals were solicited for audio visual equipment and professional integration services.

**Adjournment**

There being no further business, the August 14, 2025, Regular Meeting of the City Council of the City of East Ridge was adjourned at 7:57 p.m.

APPROVED:

\_\_\_\_\_  
MAYOR

\_\_\_\_\_  
CITY CLERK

**ORDINANCE NO. 1230**

AGENDA MEMORANDUM

Rezone

Date: August 14, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

On July 7, 2025, Ms. Aline Defiglia petitioned the East Ridge Planning Commission requesting the rezoning of the property located at 842 South Germantown Road (Tax Map 168D-H-006) from R-1 Residential Single-Family District to C-2 General Commercial District.

Historically, this property has been utilized for various commercial purposes through approvals granted by the East Ridge City Council under the “Use Permitted on Review” provision. Most recently, the Council approved the use of the structure as a medical clinic for Ms. Defiglia’s professional practice.

Ms. Defiglia is now seeking formal rezoning of the property to C-2 to allow for continued and consistent use of the site as a medical clinic.

The East Ridge Planning Commission reviewed the request and recommended approval of the rezoning to the City Council.

**ORDINANCE NO. 1230**

**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 842 SOUTH GERMANTOWN ROAD, TAX MAP #168D-H-006 FROM R-1 RESIDENTIAL SINGLE-FAMILY DISTRICT TO C-2 GENERAL COMMERCIAL DISTRICT**

**WHEREAS**, Aline Defiglia petitioned the East Ridge Planning Commission to recommend to the Mayor and Councilmembers of the City of East Ridge, Tennessee, the rezoning of the property located at 842 South Germantown Road, Tax Map #168D-H-006, from R-1 Residential Single-Family District to C-2 General Commercial District. The property is more particularly described as follows:

*Lot 1 of the Subdivision of R. B. Brotbeck Property, as shown on the survey of William Mabry, Chattanooga Surveying Company, No. 55-251-1, and being more particularly described as follows:*

*BEGINNING at a point in the southeastern line of South Germantown Road, said point marking the most western corner of the Brotbeck tract; thence North 48 degrees 15 minutes East, 117.3 feet along the southeastern line of Germantown Road; thence South 59 degrees 33 minutes East, 205.8 feet to the northwesterly line of the tract of ground conveyed to V. L. Ingle and wife by deed recorded in Book 1195, Page 42, in the Register's Office of Hamilton County, Tennessee; thence South 22 degrees 57 minutes West, 82.4 feet along the northwestern line of the Ingle tract to the southern line of the Brotbeck tract; thence North 66 degrees 19 minutes West, 254.5 feet to the point of beginning.*

*Being the same property conveyed by QuitClaim Deed recorded in Book 3513, Page 371, in the Register's Office of Hamilton County, Tennessee.*

**WHEREAS**, the East Ridge Planning Commission held a public hearing on this petition on July 7, 2025, where it reviewed the rezoning request and heard and considered all statements concerning the petition; and

**WHEREAS**, the East Ridge Planning Commission, by motion, recommended approval of the rezoning petition on July 7, 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 August 14, 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 842 South Germantown Road, Tax Map #168D-H-006 from R-1 Residential Single-Family 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



**RZON-25-9**

Rezone Application

Status: Active

Submitted On: 5/30/2025

**Primary Location**

842 S GERMANTOWN RD  
East Ridge, TN 37412

**Applicant**

 Aline Defiglia

**Owner**

Aline Defiglia  
Briar St 4127 Briar St  
CHATTANOOGA, TN 37412

## Applicant Information

**Applicant Name\***

Aline Defiglia

**Applicant Address\***

4127 Briar St. Chattanooga, TN 37412

**Applicant Phone Number(s)\***

**Date of Application\***

05/30/2025

## Property Information

**Property Address\***

842 S. Germantown Rd. Chattanooga TN  
37412

**Tax Parcel Number\***

168D H 006

**Current Property Zoning**

R-1 Residential District

**Requested Zoning\***

C-2 General Commercial District

**Requested Rezone Purpose\***

This property has been used commercially for years via a use on review process. It is currently approved for legal conforming use as a medical office. I would like to update the zoning to accurately reflect its current and historical use, as well as secure the value of the property and qualify for a facade grant.

**Additional Information**

A map showing location of property, all adjacent streets and/or right-of-way, property boundaries , and frontages should be included with this application. Such information is obtainable at <https://gismaps.hamiltontn.gov/>

Proof of ownership of the property must be included with application.

Use an additional sheet to attach any comments on case background or information that are pertinent to this application, then upload.

**Acknowledgement**

I hereby certify that the information contained herein is true and accurate to the best of my knowledge.\*



**Signature\***

 Aline Bethea Talmage Defiglia  
May 30, 2025

**Internal**

 **Date\***

 **Planning Commision Rezone from to District\***

🔒 Planning Commission Decision\*

—

🔒 Planning Commission Date\*

—

🔒 City Council Decision\*

—

🔒 City Council Date\*

—

🔒 Ordinance Number

🔒 Approved Zoning District

—

🔒 Any Conditions to Follow Rezone?

## Attachments



### Map

Existing Conditions 1.pdf

Uploaded by Aline Defiglia on May 30, 2025 at 3:08 PM

REQUIRED



### Ownership

Buyer Signed Docs.pdf

Uploaded by Aline Defiglia on May 30, 2025 at 3:10 PM

REQUIRED



### Comments

ER Rezone additional comments.docx

Uploaded by Aline Defiglia on May 30, 2025 at 3:26 PM



### 842 S Germantown Rd Zoning.pdf

842 S Germantown Rd Zoning.pdf

Uploaded by Aline Defiglia on May 30, 2025 at 3:27 PM

## Record Activity

Aline Defiglia started a draft Record

03/19/2025 at 4:58 pm

Aline Defiglia added file Existing Conditions 1.pdf	05/30/2025 at 3:08 pm
Aline Defiglia added file Buyer Signed Docs.pdf	05/30/2025 at 3:10 pm
Aline Defiglia added file ER Rezone additional comments.docx	05/30/2025 at 3:26 pm
Aline Defiglia added file 842 S. Germantown Latest Site Plan.pdf	05/30/2025 at 3:26 pm
Aline Defiglia added file Ashara Exterior Render.pdf	05/30/2025 at 3:27 pm
Aline Defiglia added file 842 S Germantown Rd Zoning.pdf	05/30/2025 at 3:27 pm
Aline Defiglia submitted Record RZON-25-9	05/30/2025 at 3:28 pm
OpenGov system altered payment step Application Fee, changed status from Inactive to Active on Record RZON-25-9	05/30/2025 at 3:28 pm
OpenGov system completed payment step Application Fee on Record RZON-25-9	05/30/2025 at 3:30 pm
OpenGov system altered approval step Intake Review, changed status from Inactive to Active on Record RZON-25-9	05/30/2025 at 3:30 pm
OpenGov system assigned approval step Intake Review to Melissa Mahoney on Record RZON-25-9	05/30/2025 at 3:30 pm
Melissa Mahoney approved approval step Intake Review on Record RZON-25-9	06/02/2025 at 8:49 am
OpenGov system altered approval step Planning Commision, changed status from Inactive to Active on Record RZON-25-9	06/02/2025 at 8:49 am
OpenGov system assigned approval step Planning Commision to Michael Howell on Record RZON-25-9	06/02/2025 at 8:49 am
Michael Howell added Record RZON-25-9 to project REZONE From R-1 to C-2	06/19/2025 at 4:24 pm
Aline Defiglia added file Germantown Emergency Fire Plan.pdf to Record RZON-25-9	07/07/2025 at 3:22 pm
Michael Howell approved approval step Planning Commision on Record RZON-25-9	07/08/2025 at 10:23 am
OpenGov system altered approval step City Council, changed status from Inactive to Active on Record RZON-25-9	07/08/2025 at 10:23 am

OpenGov system assigned approval step City Council to Michael Howell on Record RZON-25-9	07/08/2025 at 10:23 am
Aline Defiglia added file 842 Germantown rd East Ridge Resubmittal 07-11-2025.pdf to Record RZON-25-9	07/11/2025 at 3:34 pm
Aline Defiglia added file Field Order EAST RIDGE Response Letter.pdf to Record RZON-25-9	07/11/2025 at 3:35 pm
Michael Howell removed file 842 S. Germantown Latest Site Plan.pdf from Record RZON-25-9 from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed attachment 842 S. Germantown Latest Site Plan.pdf from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed file Ashara Exterior Render.pdf from Record RZON-25-9 from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed attachment Ashara Exterior Render.pdf from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed file Field Order EAST RIDGE Response Letter.pdf from Record RZON-25-9 from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed attachment Field Order EAST RIDGE Response Letter.pdf from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed file 842 Germantown rd East Ridge Resubmittal 07-11-2025.pdf from Record RZON-25-9 from Record RZON-25-9	07/14/2025 at 10:46 am
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Michael Howell removed file Germantown Emergency Fire Plan.pdf from Record RZON-25-9 from Record RZON-25-9	07/14/2025 at 10:46 am
Michael Howell removed attachment Germantown Emergency Fire Plan.pdf from Record RZON-25-9	07/14/2025 at 10:46 am

## Timeline

Label	Activated	Completed	Assignee	Due Date	Status
📄 Application Fee	5/30/2025, 3:28:43 PM	5/30/2025, 3:30:12 PM	Aline Defiglia	-	Completed
✓ Intake Review	5/30/2025, 3:30:13 PM	6/2/2025, 8:49:54 AM	Melissa Mahoney	-	Completed

Label	Activated	Completed	Assignee	Due Date	Status
✓ Planning Commission	6/2/2025, 8:49:54 AM	7/8/2025, 10:23:19 AM	Michael Howell	-	Completed
✓ City Council	7/8/2025, 10:23:20 AM	-	Michael Howell	-	Active
📄 Decision Letter	-	-	-	-	Inactive



<b>CASE NUMBER: 2025-0101</b>		<b>Date Submitted: 5/19/2025</b>	
<i>Sections 1-9 below to be filled out by Applicant- RPA staff will assist if needed</i>			
<b>1 Applicant Request</b>			
Rezoned From: R-1		Rezoned To: C-2	
		Total acres in request area: 0.4	
<b>2 Applicant Requested Conditions</b>		Yes:	No: <input checked="" type="checkbox"/>
<b>3 Proposed Conditions – Attach a separate page if conditions won't fit in this box</b>			
None			
<b>4 Property Information</b>			
Property Address: 842 S Germantown Rd		Property Tax Map Number: 168D-H-006	
<b>5 Proposed Development</b>			
Reason for request/Project description:		To continue use as an office	
<b>6 Site Characteristics</b>			
Current Use:		Vacant medical office under renovation	
Adjacent Uses:		State Farm, Residential	
<b>7 Applicant Information</b>			
Name: Aline Bethea Talmage Defiglia			
Address (street, city, state, zip): 4127 Briar St, Chattanooga, TN 37412			
Primary Contact (if different than applicant information):			
Address (street, city, state, zip):			
Phone:		Email:	
<input checked="" type="checkbox"/> ← If the Applicants Information is the same as the Property Owners, please check the box to the left.			
<b>8 Property Owner Information</b> <i>Only fill out this section if applicant is <b>not</b> the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.</i>			
Name:			
Address (street, city, state, zip):			
Phone:		Email:	
<b>9 Applicant Signature and Consent</b>			
<p>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.</p>			
Signature: See Submitted Application _____		Date: _____	
<b>Office Use Only:</b>			
<b>Checklist</b>			
<input checked="" type="checkbox"/>	Application	<input checked="" type="checkbox"/>	Site Plan
<input checked="" type="checkbox"/>	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: 1	
Municipality: East Ridge		Planning District: 6	
		Neighborhood: None	
County Commission District: 8		City Council District: 0	
PC meeting date: East Ridge		Application processed by: Jennifer Ware	
Staff Recommendation:		PC Action/Date:	Legislative Action/Date/Ordinance:

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

<b>CASE NUMBER:</b> 2025-0101	<b>APPLICANT:</b> Aline Bethea Talmage Defiglia	<b>PROPERTY OWNER:</b> Aline Bethea Talmage Defiglia
<b>PROPERTY ADDRESS:</b> 842 S. Germantown Road	<b>TAX MAP PARCEL ID:</b> 168D-H-006	<b>JURISDICTION:</b> East Ridge
<b>SIZE OF PROPERTY:</b> 0.40 acres	<b>REQUEST:</b> Rezone from R-1 Residential District to C-2 General Commercial District for an office.	

**PROPERTY DESCRIPTION**

<b>EXISTING LAND USE</b> Office	<b>SURROUNDING LAND USES</b> <u>North:</u> Single-Family Residential <u>East:</u> Single-Family Residential <u>South:</u> Office & Single-Family Residential <u>West:</u> Commercial & Single-Family Residential	<b>NATURAL RESOURCES</b> N/A	<b>ACCESS</b> S Germantown Road
------------------------------------	--	---------------------------------	------------------------------------

**ZONING**

<b>ZONING HISTORY</b>	<ul style="list-style-type: none"> <li>There is no recent zoning history for the site.</li> <li>Case 2008-0086 rezoned 841 S Germantown Road (west of site) from C-2 and R-1 to O-1 with a condition of use of existing structure only (Ordinance #841).</li> </ul>		
<b>ZONE DISTRICT COMPATIBILITY</b>	<b>USE</b>	<b>CURRENT R-1 DISTRICT</b>	<b>PROPOSED C-2 DISTRICT</b>
	Single-Family Residential	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	Multi-Family Residential	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Commercial	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Office	<input type="checkbox"/>	<input checked="" type="checkbox"/>
	Institutional	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
	<b>DEVELOPMENT STANDARDS</b>	<b>CURRENT R-1 DISTRICT</b>	<b>PROPOSED C-2 DISTRICT</b>
	Lot Size	10,000 sf	N/A
	Setbacks	Front: 25' Side: 10' Rear: 25'	Front: 25' Side: 10', 25' when adjoins a residential zone Rear: 10', 25' when adjoins a residential zone
	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, R-2, R-3, RZ-1 or RT-1 Residential District

**DISCUSSION OF STAFF RECOMMENDATION**

Yes     No     See Comments

**COMPATIBILITY WITH ADJACENT LAND USES**

The site is surrounded by a mix of uses including single-family residential, office, and commercial. Approving the C-2 District will introduce a zone that allows higher intense land uses such as auto-oriented, funeral homes, and utility substations. The O-1 Office District is a more compatible land use to transition from the commercial uses along Ringgold Rd to the residential uses along S. Germantown Rd.

<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> See Comments	<p><b>COMPATABILITY WITH DEVELOPMENT FORM</b></p> <p>The development form along Ringgold Rd is suburban commercial with 1-2 story commercial buildings and paved parking lots. The form transitions to suburban residential along S. Germantown Rd with 1-2 story single-family dwellings on individual lots with individual driveways.</p>
<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See Comments	<p><b>CONCERNS REGARDING LOCATION, LIGHTING, OR HEIGHT</b></p> <p>Offices are a permitted use within the C-2 District; however, the approval and/or extension of the C-2 District would eventually allow for the creeping of the higher-intensity commercial zoning along S Germantown Rd.</p> <p>It is recommended that commercial and office zoning be concentrated and clustered around the existing intersections and to not allow commercial and office zoning expansions along S. Germantown Rd. Once commercial and/or office zoning is approved, it would be very difficult to stop the eventual creeping of commercial and office zoning along the entire S. Germantown Rd Corridor.</p>



Emily Wood &lt;ewood@chattanooga.gov&gt;

**Rezone Application for 842 S. Germantown Rd.**

1 message

Sat, May 17, 2025 at 10:20 AM

**Aline Defiglia**

To: Emily Wood &lt;ewood@chattanooga.gov&gt;

Hi Emily,

You and I met virtually a few weeks ago to discuss this property. Since then, I've officially closed (May 13th) and ready to start the rezoning process. The unofficial property tax card has not yet been updated on the tax assessors website so I am attaching supporting documents from the closing. I hope I've included everything you need. Let me know. You can call for payment or I can drop off a check.

Once renovated, this property will have 7 private offices on the top two floors and an open studio space in the walk in basement. The space will be used for medical offices for providers such as mental health professionals, massage therapists, medical prescribers, physical therapy, occupational therapy etc. The studio will be used for workshops, work out space, and community events. Rezoning to C-2 will help secure the value of the property as a commercial space, as well as help me qualify for a facade grant with the city of East Ridge.

Thank you so much!

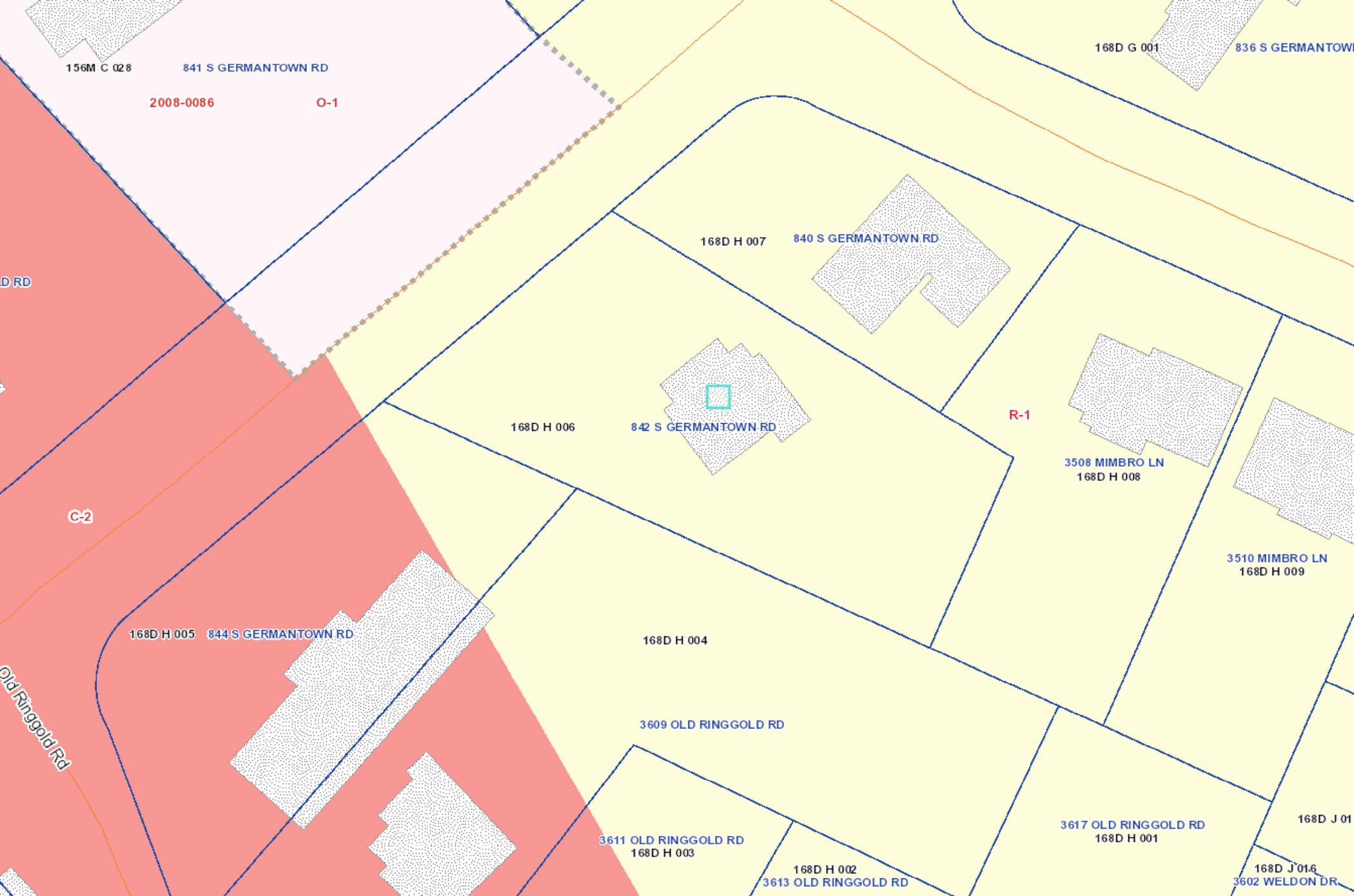
Sincerely,

Aline Defiglia

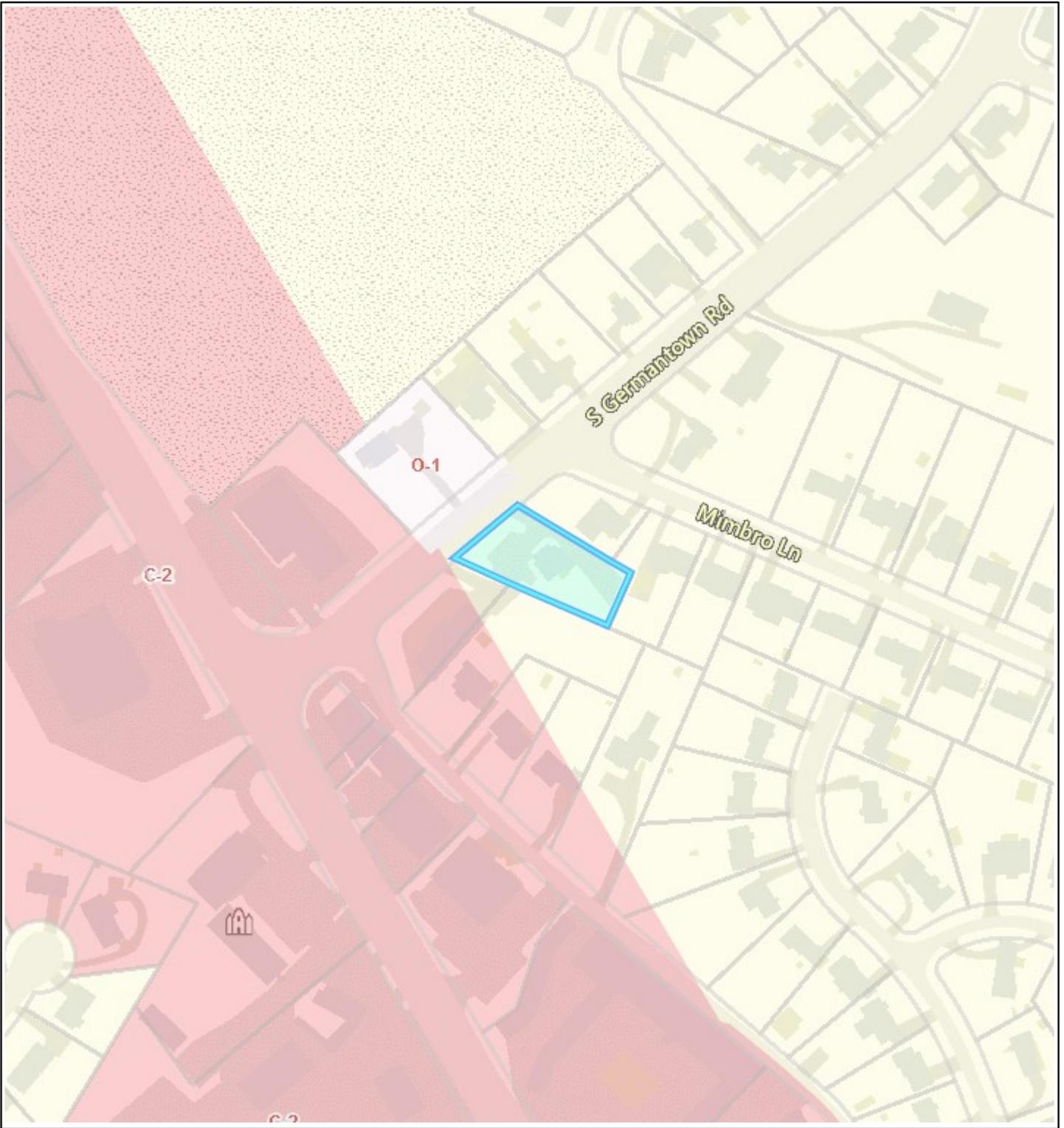
Owner of *Ascend Coaching and Therapy*  
Psychotherapist, Coach, Clinical Hypnotherapist  
773-888-2713 (Text or call)

**10 attachments**

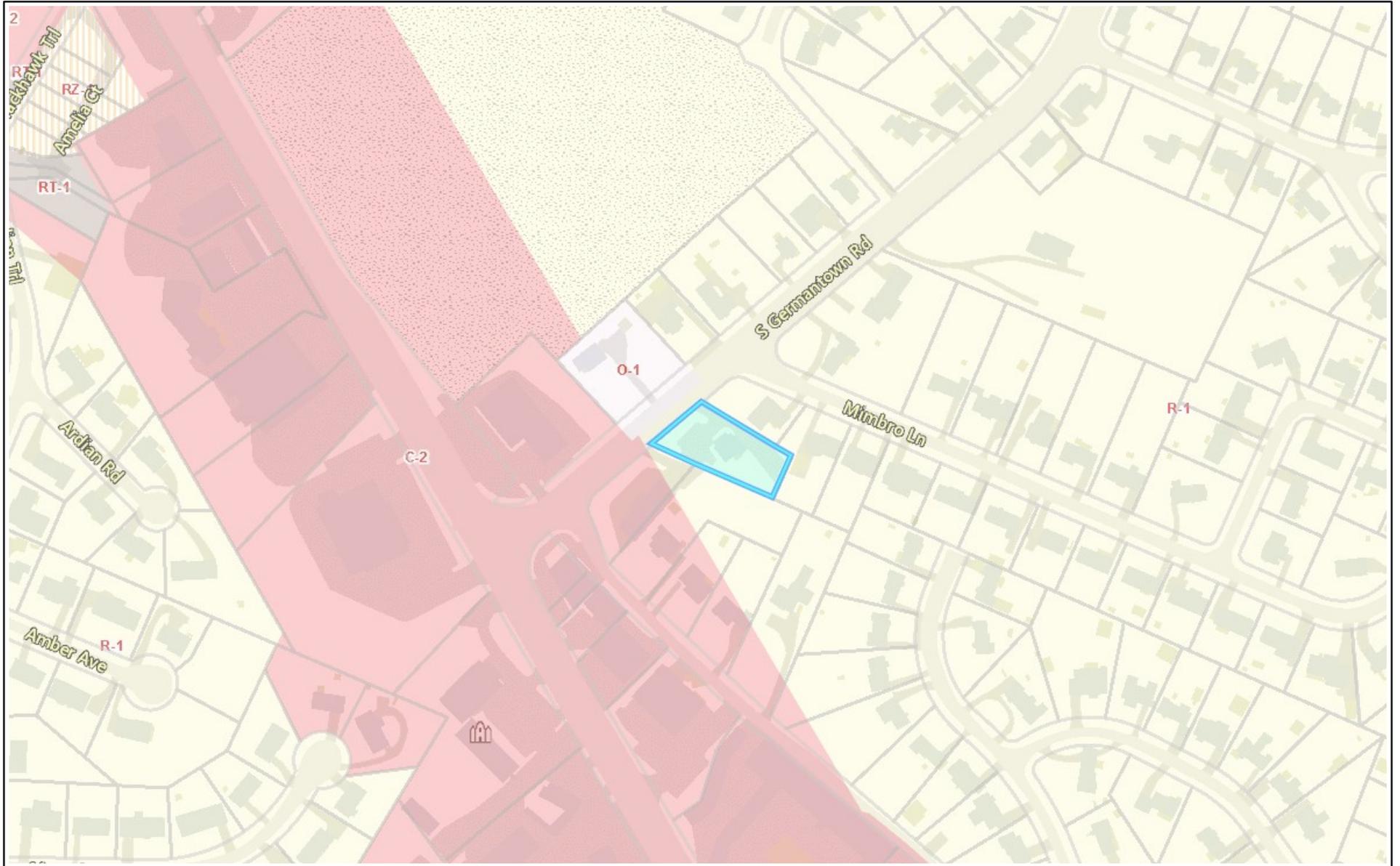
- 842 Germantown rd Site Plan.pdf**  
367K
- 842 S. Germantown Zoning Application Form.pdf**  
657K
- 842 S. Germantown Appraisal.pdf**  
12630K
- 842 S Germantown Rd Zoning.pdf**  
715K
- Deed of Trust May 2025.pdf**  
1341K
- East Lake Deed.pdf**  
131K
- Hamilton County Unofficial Property Card.pdf**  
114K
- Existing Conditions 1.pdf**  
566K
- FEMA Flood Hazard Determination Form.pdf**  
1309K
- Policy of Title Insurance with Land Description.pdf**  
1279K



# 2025-0101 Rezoning from R-1 to C-2



# 2025-0101 Rezoning from R-1 to C-2



# 2025-0101 Rezoning from R-1 to C-2



# 2025-0101 Rezoning from R-1 to C-2



May 30<sup>th</sup>, 2025

To Whom it Concerns,

842 S. Germantown will be utilized as a wellness center/medical office housing practitioners such as physical trainers, mental health therapists, doctors, massage therapists, etc.

Please note that the site plan includes a privacy fence. Deviating from the uploaded document slightly, the fence will actually start around parking space 11 (approximately where the residential home is located), extend around parking space 18 and up the back of the property line about midway. Privacy screening with the residential homes along Ringgold road will be achieved through select landscaping along that property line with trees, bushes, etc., that are listed in the East Ridge landscape manual.

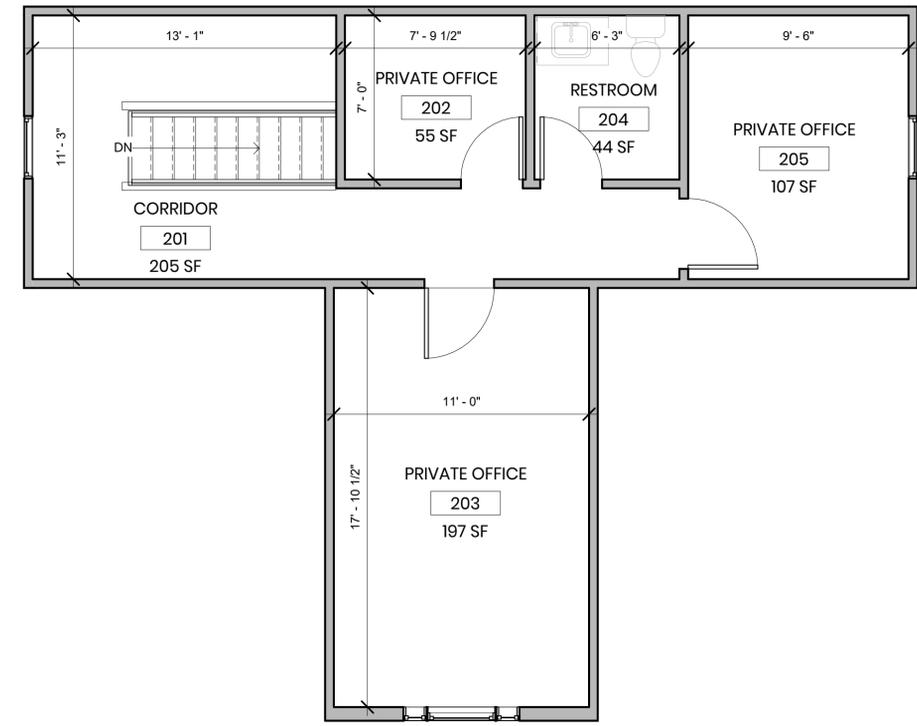
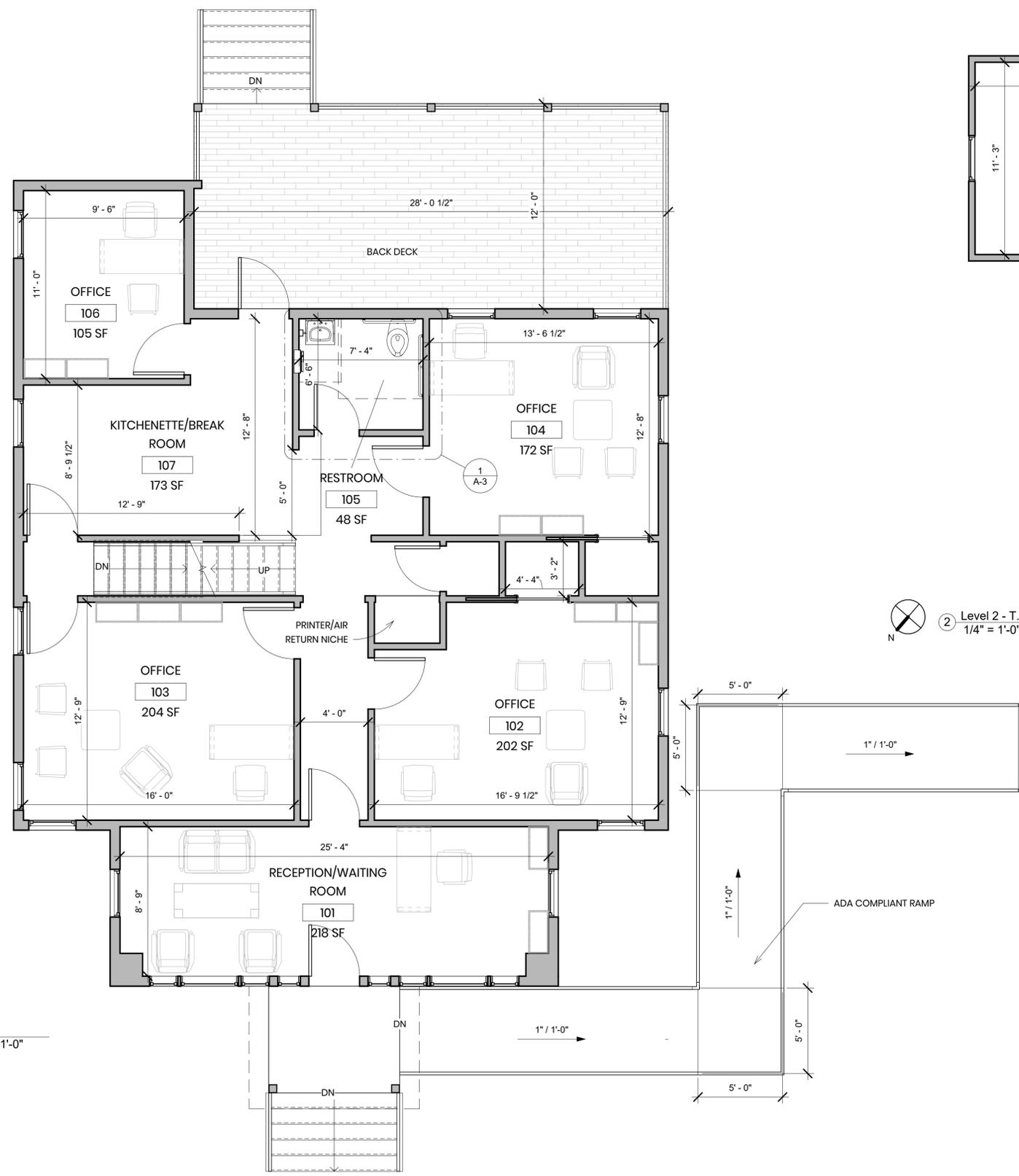
Thank you!

Sincerely,

Aline Defiglia







② Level 2 - T.O. BRG  
 1/4" = 1'-0"

Revision	Description	Date

Client:  
**Aline Defiglia**

Project Description:  
**842 S Germantown Rd.**

Drawing Description:  
**MAIN LEVEL FLOOR PLAN**

Project Number: 2502  
 Date: 04-21-2025  
 Drawn By: Noah Alexander  
 Checked By: Checker  
 Drawing No.:

**A-1**





## Mike Howell

---

**From:** Aline Defiglia  
**Sent:** Tuesday, July 8, 2025 9:59 AM  
**To:** Mike Howell  
**Subject:** Re: Request to Proceed with Rezoning Application – 842 S Germantown Rd .

**CAUTION:** This email originated from outside the organization and may contain unverified links. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Hi Michael,

Thank you! I'm so glad that it got approved to move forward last night. Yes, I would like to include my rezoning application on an upcoming city council meeting.

I got your response about the occupancy. I had to google the terms you used (net, gross, etc) but I think I understand. :) Are there any other recommendations or suggestions I need to work on and submit to you guys? I uploaded the fire safety plan per my discussion with Brian Dean and I am working on a landscape buffer plan with a landscape plan with a local landscape architect.

Thank you so much fo your support and assistance!

Aline

On Tue, Jul 8, 2025 at 8:22 AM Mike Howell <[mhowell@eastridgetn.gov](mailto:mhowell@eastridgetn.gov)> wrote:

Good morning, Aline,

The East Ridge Planning Commission has recommended approval of the rezoning for the parcel located at 842 S. Germantown Rd. If you would like your rezoning application included on the agenda for an upcoming City Council meeting, please confirm your request to proceed via email or in writing within ninety (90) days of the Planning Commission's action.

Once the application is forwarded to the East Ridge City Council for review, it will undergo two (2) readings, with one being a public hearing. If the application is denied during the first reading, it will not be considered for a second reading. However, if the application is approved in both readings, the parcel will be officially rezoned.

Thank you!



# City of East Ridge

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

Department of Building and Codes

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DATE: July 1, 2025  
TO: Planning Commission Members  
FROM: Building and Codes Department  
SUBJECT: Rezone

---

Applicant: Aline Defiglia

Location: 842 S Germantown Road, Tax Map 168D-H-006

Consider Aline Defiglia's request to rezone 842 S Germantown Road from Single Family Residential R-1 to C-2 General Commercial District for the use of a medical clinic.

The site is surrounded by a mix of uses, including single-family residential, office, and commercial. The development form along Ringgold Rd is suburban commercial with 1-2 story commercial buildings and paved parking lots. The form transitions to suburban residential along S. Germantown Rd with 1-2 story single-family dwellings on individual lots with individual driveways.

The adjacent parcel at 841 S. Germantown Road was rezoned in 2008 from C-2 and R-1 to O-1 (Office District) with specific conditions (Ordinance #841). This site has not seen any recent changes in zoning; however, it has been used for commercial operations approved by the city council through use reviews. These operations have included TLC (Talk Listen Communicate), a Montessori school, and most recently, approval of use as a medical clinic for Ms. Defiglia's practice.

---

**Brian Williams**  
Mayor

**David Tyler**  
Vice-Mayor

**Jacky Cagle**  
Councilmember

**Andrea Witt**  
Councilmember

**Jeff Ezell**  
Councilmember

**J. Scott Miller**  
City Manager

Compatibility Challenges are as follows:

1. **Prior Commercial Use Recognition:** Established Commercial Functionality. The subject property has historically functioned as an office and has received two prior City Council-approved use-on-review approvals for commercial activity. The applicant is not seeking to change the building or intensity of use but is looking to formalize an existing, long-standing commercial presence. The request could be viewed as corrective zoning to align zoning with the actual, legally allowed use.
2. **Zoning Transition:** To the west and south, there are existing office and commercial uses, including a 2008 rezoning of the adjacent property (841 S. Germantown Rd) to O-1 Office District. The parcel south of the site is split-zoned C-2 and R-1; if fully rezoned in the future, it would place C-2 zoning adjacent to this parcel, enhancing compatibility.
3. **Land Use Flexibility:** The stretch of S. Germantown Road near Ringgold Road transitions into a mixed-use corridor, blending residential and office/commercial functions. Formalizing this commercial use via rezoning may better reflect the current and emerging development pattern. The current use (office) is low intensity, generates minimal traffic, and has no known nuisance issues.

As outlined in the RPA staff report, rezoning to O-1 (Office District) could provide the necessary legal framework for the existing office use while maintaining a suitable buffer between commercial and residential areas. The broader C-2 designation allows for commercial activities that could potentially harm the character and safety of the surrounding neighborhood; however, conditions can be placed on the rezoning allowing office use only within the C-2 zone and buffer requirements.

**RESOLUTION NO. 3727**

AGENDA MEMORANDUM  
5-YEAR CAPITAL NOTE  
2 REPLACEMENT TRUCKS

August 28, 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 - \$160,248. Replaces a 2009 F-750 Dump Truck.
- Sanitation Department – Rear-End Loader - \$236,060. Replaces a 2006 Rear-End Loader with 145,000+ miles.

Staff is proposing to finance these trucks via a 5-year capital note (equipment acquisition note) in the amount not to exceed \$400,000 at an interest rate of 4.45% through the Tennessee Municipal Bond Fund (TMBF)

The total debt service would end up computing to less than \$100,000 per year. The total annual debt service would be allocated at 40% Streets Department and 60% Sanitation Department. Funds have been appropriated in each of these departmental accounts. We propose to acquire the two trucks under the purchasing cooperative of Sourcewell.

The City Council adopted a resolution (Number 3703) authorizing the City Manager to initiate a capital outlay note to purchase the aforementioned trucks. The next step in the process is for the City to formally adopt an interest-bearing equipment acquisition capital outlay note resolution through the TMBF (copy attached hereto).

Attachments

JSM/

## Scott J. Miller

---

**From:** Linda Mooningham <lmooningham@tmbf.net>  
**Sent:** Monday, August 11, 2025 2:44 PM  
**To:** Scott J. Miller  
**Cc:** Diane Qualls; Steve Queener  
**Subject:** East Ridge Equipment Acquisition Note Issue - Resolution and Letter to Comptroller's office  
**Attachments:** East Ridge EA CON-Note Resolution (8-11-2025).docx; East Ridge EA CON-Letter to Comptroller's Office (8-11-2025).docx

**CAUTION:** This email originated from outside the organization and may contain unverified links. Do not click on links or open attachments unless you recognize the sender and know the content is safe.

Scott:

Attached is the Note Resolution and letter to the Comptroller's Office requesting note issuance approval for the City's \$400,000 Equipment Acquisition capital outlay note issue, for the August 28, 2025 Council meeting.

Once you have a chance to review the attached, let me know if you have any questions, comments, or corrections. I used a not to exceed interest rate of 4.50% to be safe. However, if the note issue is funded by the end of September the rate used to close on will be 4.45%.

**If the resolution is adopted at the August 28 Council meeting, I will need the following items:**

**One executed original of the Resolution**

**One executed letter to the Comptroller's office together with an executed informal bid attachment**

If you can email me the above after the meeting, I can go ahead and submit the information to the Comptroller's office to get the note approval. We will need to pick up one original resolution when the note documents are signed. I don't need the original letter since the request is submitted electronically.

Once the information is submitted, they have 10 days to issue the approval letter.

We can plan on getting the issue funded by around the week of September 15th.

If you have any questions or need any additional information, please let me know.

Linda

*Linda M. Mooningham  
Director of Marketing/  
Legal Coordinator  
Tennessee Municipal Bond Fund  
226 Anne Dallas Dudley Boulevard, Suite 502  
Nashville, Tennessee 37219  
Email: [lmooningham@tmbf.net](mailto:lmooningham@tmbf.net)*

**RESOLUTION NO. 3727**

**RESOLUTION OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ISSUANCE OF INTEREST-BEARING EQUIPMENT ACQUISITION CAPITAL OUTLAY NOTES, SERIES 2025, IN AN AMOUNT NOT TO EXCEED \$400,000, AND PROVIDING FOR THE PAYMENT OF SAID NOTES**

**WHEREAS**, the City Council (the "City Council"), of the City of East Ridge, Tennessee (the "Municipality" or the "City"), has determined that it is necessary and desirable to authorize, issue, sell, and provide for the payment of its interest bearing capital outlay notes for the purpose of financing the acquisition of equipment for the City, including a F-750 Dump Truck with a snowplow and salt spreader and a new rear-end loader for the Sanitation Department, and to pay all legal, fiscal, administrative, planning, and engineering costs incident thereto (collectively, the "Project");

**WHEREAS**, the Municipality finds and determines that the Project will promote or provide a traditional governmental activity or otherwise fulfill a public purpose;

**WHEREAS**, in order to proceed as expeditiously as possible with such an essential Project, it is necessary that interest bearing capital outlay notes be issued for the purpose of providing funds to finance the Project;

**WHEREAS**, the Municipality is authorized by the provisions of Title 9, Chapter 21, Tennessee Code Annotated, as amended (the "Act"), to issue such notes for said purposes upon the approval of the Comptroller of the Treasury or the Comptroller's designee; and,

**WHEREAS**, the City has determined that the Project is a public works project within the meaning of the Act.

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

Section 1. Authority. The Notes herein authorized shall be issued pursuant to the Act, and other applicable provisions of law.

Section 2. Authorization. For the purpose of providing funds to finance the costs of the Project there shall be issued pursuant to, and in accordance with, the provisions of the Act, and other applicable provisions of law, the interest bearing capital outlay notes of the Municipality, in the aggregate principal amount of not to exceed \$400,000, or such lesser amount as may be determined by the Mayor of the Municipality (the "Mayor"), at the time of sale (collectively, the "Notes", individually, the "Note").

Section 3. Terms of the Notes. The Notes shall be designated "Equipment Acquisition Capital Outlay Notes, Series 2025". The Notes shall be issued in registered form, without coupons. The Notes shall be numbered from 1 upwards, shall be dated the date of issuance and delivery, shall be sold at not less than the par amount thereof, shall bear interest at a rate not to exceed 4.50% per annum, such interest being payable at such times as agreed upon with the purchaser of such Notes, but in no event less than semiannually each year commencing six months from the dated date or such date as shall be designated by the Mayor (the "Interest Payment Date"), and shall mature not later than the end of the fifth fiscal year following the fiscal year in which the Notes are issued. Each year the Notes are outstanding the Municipality shall retire principal on the Notes in an amount that is estimated to be at least equal to an amortization which reflects level debt service on the Notes. If the Notes are issued through the Tennessee Municipal Bond Fund ("TMBF"), alternative loan program, the rate of interest will include an annual fee equal to 15 basis points (0.15%), payable to TMBF by the bank, to be paid from each periodic payment of interest on the Notes, based on the outstanding principal amount of the Notes. The Notes shall contain such terms, conditions, and provisions other than as expressly provided or

limited herein as may be agreed upon by the Mayor of the Municipality and the purchaser of the Notes. The weighted average maturity of the Note shall not exceed the reasonably expected weighted average life of the Project which is hereby estimated to exceed five (5) years.

Interest on the Notes shall be payable by wire transfer, electronic means, or by check or other form of draft of the "Note Registrar," as such term is hereinafter defined, deposited by the Note Registrar in the United States mail, first class postage prepaid, in sealed envelopes, addressed to the owner of such Notes, as of the applicable Interest Payment Date, at its address as shown on the Registration Books of the Municipality maintained by the Note Registrar as of the close of business fifteen (15) calendar days preceding the next Interest Payment Date. All payments of the principal of and interest on the Notes shall be made in any coin or currency of the United States of America which, on the date of payment thereof, shall be legal tender for the payment of public and private debts.

Section 4. Redemption. The Notes shall be subject to redemption, in whole, prior to maturity, at the option of the City, upon thirty (30) calendar days written notice to the registered owner, from funds of the City, at the price of par plus accrued interest to the date of redemption. If the Notes are to be prepaid from proceeds of a new debt issuance, the City may prepay the Notes, in whole, upon thirty (30) calendar days' written notice to the registered owner, at the price of 101%, plus accrued interest to the date of redemption. The City may also make additional principal payments on the Notes upon fifteen (15) calendar days' written notice to the registered owner, from its own funds, not borrowed funds.

Section 5. Execution. The Notes shall be executed in the name of the Municipality; shall bear the manual signature of the Mayor and shall be countersigned by the City Manager of the Municipality (the "City Manager"), with his or her manual signature. In the event any officer whose signature appears on the Notes shall cease to be such officer, such signature shall nevertheless be valid and sufficient for all purposes. The Notes shall be issued in typed, printed, or photocopied form, or any combination thereof, substantially in the form attached hereto as Exhibit "A", with such minor changes therein or such variations thereof as the Mayor may deem necessary or desirable, the blanks to be appropriately completed by the Mayor prior to the issuance of the Notes.

Section 6. Registration, Negotiability, and Payment. (a) The City Manager of the Municipality is hereby appointed the note registrar and paying agent (the "Note Registrar"), and as such shall establish and maintain suitable books (the "Registration Books"), for recording the registration, conversion, and payment of the Notes, and shall also perform such other duties as may be required in connection with any of the foregoing. The Note Registrar is hereby authorized to authenticate and deliver the Notes to the original purchaser thereof, or as it may designate, upon receipt by the Municipality of the proceeds of the sale thereof and to authenticate and deliver Notes in exchange for Notes of the same principal amount delivered for transfer upon receipt of the Notes to be transferred in proper form with proper documentation as herein described. The Notes shall not be valid for any purpose unless authenticated by the Note Registrar by the manual signature of the Note Registrar on the certificate set forth in Exhibit "A" hereto. The Notes shall be fully registered as to both principal and interest and shall be fully negotiable upon proper endorsement by the registered owner thereof. No transfer of any Notes shall be valid unless such transfer is noted upon the Registration Books and until such Note is surrendered, cancelled, and exchanged for a new Note which shall be issued to the transferee, subject to all the conditions contained herein.

(b) In the event that any amount payable on any Note as interest shall at any time exceed the rate of interest lawfully chargeable thereon under applicable law, then any such excess shall, to the extent of such excess, be applied against the principal of such Note as a prepayment thereof without penalty, and such excess shall not be considered to be interest. All rates of interest specified herein shall be computed on the basis of a three hundred sixty (360) day year composed of twelve (12) months of thirty (30) days each.

Section 7. Transfer of Notes. Each Note shall be transferable only on the Registration Books maintained by the Note Registrar at the principal office of the Note Registrar, upon the surrender for cancellation thereof at the principal office of the Note Registrar, together with an assignment of such Note duly executed by the owner thereof or its attorney or legal representative, and upon payment of the charges hereinafter provided, and subject to such other limitations and conditions as may be provided therein or herein. Upon the cancellation of any such Note, the Note Registrar shall, in exchange for the surrendered Note or Notes, deliver in the name of the transferee or transferees a new Note or Notes of authorized denominations, of the same aggregate principal amount, maturity, and rate of interest as such surrendered Note or Notes, and the transferee or transferees shall take such new Note or Notes subject to all of the conditions herein contained.

Section 8. Regulations with Respect to Transfers. In all cases in which the privilege of transferring Notes is exercised, the Municipality shall execute, and the Note Registrar shall deliver, Notes in accordance with the provisions of this Resolution. For every transfer of Notes, whether temporary or definitive, the Municipality and the Note Registrar may make a charge, unless otherwise herein to the contrary expressly provided, sufficient to pay for any tax, fee, or other governmental charge required to be paid with respect to such transfer, all of which taxes, fees, and other governmental charges shall be paid to the Municipality by the person or entity requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer. Neither the Municipality nor the Note Registrar shall be obligated to transfer any Note during the fifteen (15) calendar days next preceding the maturity date of the Notes or any call for redemption.

Section 9. Mutilated, Lost, Stolen, or Destroyed Notes. In the event any Note issued hereunder shall become mutilated, or be lost, stolen, or destroyed, such note shall, at the written request of the registered owner, be cancelled on the Registration Books and a new Note shall be authenticated and delivered, corresponding in all aspects but number to the mutilated, lost, stolen, or destroyed Note. Thereafter, should such mutilated, lost, stolen, or destroyed Note or Notes come into possession of the registered owner, such Notes shall be returned to the Note Registrar for destruction by the Note Registrar. If the principal on said mutilated, lost, stolen, or destroyed Note shall be due within fifteen (15) calendar days of receipt of the written request of the registered owner for authentication and delivery of a new Note, payment therefor shall be made as scheduled in lieu of issuing a new Note. In every case the registered owner shall certify in writing as to the destruction, theft, or loss of such Note, and shall provide indemnification satisfactory to the Municipality and to the Note Registrar, if required by the Municipality and the Note Registrar.

Any notice to the contrary notwithstanding, the Municipality and all of the officials, employees, and agents thereof, including the Note Registrar, may deem and treat the registered owner of the Notes as the absolute owner thereof for all purposes, including, but not limited to, payment of the principal thereof, and the interest thereon, regardless of whether such payment shall then be overdue.

Section 10. Authentication. Only such of the Notes as shall have endorsed thereon a certificate of authentication, substantially in the form set forth in Exhibit "A" hereto duly executed by the Note Registrar shall be entitled to the rights, benefits, and security of this Resolution. No Note shall be valid or obligatory for any purpose unless, and until, such certificate of authentication shall have been duly executed by the Note Registrar. Such executed certificate of authentication by the Note Registrar upon any such Note shall be conclusive evidence that such Note has been duly authenticated and delivered under the Resolution as of the date of authentication.

Section 11. Source of Payment and Security. The Notes, as to both principal and interest, shall be payable from funds of the Municipality legally available therefor and to the extent necessary from ad valorem taxes to be levied on all taxable property within the corporate limits of the Municipality without limitation as to time, rate, or amount. Said Notes shall be a direct general obligation of the Municipality, for which the punctual payment of the principal of and interest on the Notes, the full faith and credit of the Municipality is irrevocably pledged.

Section 12. Levy of Taxes. For the purpose of providing for the payment of the principal of and interest on the Notes, to the extent required, there shall be levied in each year in which such Notes shall be outstanding a direct tax on all taxable property in the Municipality, fully sufficient to pay all such principal and interest falling due prior to the time of collection of the next succeeding tax levy. Said tax shall be assessed, collected, and paid at the time, and in the same manner, as the other taxes of said Municipality, shall be in addition to all other taxes, and shall be without limitation as to time, rate, or amount, and for that purpose there is hereby levied a direct annual tax in such amount as may be found necessary each year to pay said principal of and interest on the Notes maturing in said year. Principal or interest falling due at any time when there shall be insufficient funds on hand from such tax levy for the payment thereof shall be paid from the general fund or other available funds of the Municipality, but reimbursement therefor may be made from the taxes herein provided when the same shall have been collected. Such taxes levied and collected therefor shall be deposited in the general fund or debt service fund and used solely for the payment of principal of and interest on the Notes as the same shall become due.

Section 13. Approval of Comptroller of the Treasury or the Comptroller's Designee. Anything herein contained to the contrary notwithstanding, no Notes authorized under this Resolution shall be issued, sold, or delivered, unless and until the City has received the written approval of the Comptroller of the Treasury or the Comptroller's designee, as provided by Section 9-21-601 et. seq., Tennessee Code Annotated, as amended. The Mayor, City Manager, City Recorder, Finance Director, City Attorney, and Bond Counsel are hereby authorized to take or cause to be taken such steps as are necessary to obtain such approval.

After the issuance and sale of the Notes, and for each year that any of the Notes are outstanding, the Municipality shall prepare an annual budget and budget ordinance in a form consistent with accepted governmental standards, and as approved by the Comptroller of the Treasury or the Comptroller's designee. The budget shall be kept balanced during the life of the Notes and shall appropriate sufficient monies to pay all debt service. The annual budget and ordinance shall be submitted to the Comptroller of the Treasury or the Comptroller's designee immediately upon its adoption; provided however, it shall not become the official budget for the fiscal year until such budget is approved by the Comptroller of the Treasury or the Comptroller's designee, in accordance with the Act. If the Comptroller of the Treasury or the Comptroller's designee determines that the budget does not comply with the Act, the Municipality shall adjust its estimates or make additional tax levies sufficient to comply with the Act, or as directed by the Comptroller of the Treasury or the Comptroller's designee.

Section 14. Sale of Notes. The Notes herein authorized are authorized to be sold by the Mayor by the informal bid process at a price of not less than par.

Section 15. Disposition of Note Proceeds. The proceeds from the sale of the Notes shall be paid to the official of the Municipality designated by law as the custodian of the funds thereof to be deposited in a special fund known as the "Equipment Acquisition Capital Outlay Notes, Series 2025 Project Fund" (the "Project Fund"), which is hereby authorized to be created, to be kept separate and apart from all other funds of the Municipality. The monies in the Project Fund shall be disbursed solely to finance the Project and to pay the costs of issuance of the Notes. Monies in the Project Fund may be invested and shall be secured in the manner prescribed by applicable statutes relative to the investment and securing of public or trust funds. Any monies remaining in the Project Fund after completion of the Project shall be used to pay principal on the Notes.

Section 16. Non-Arbitrage Certification. The Municipality certifies and covenants with the owner of the Notes that so long as the principal of any Note remains unpaid, monies on deposit in any fund or account in connection with the Notes, whether or not such monies were derived from the proceeds of the sale of the Notes or from any other source, will not be used in a manner which will cause the Notes to be "arbitrage bonds" within the meaning of Section 148 of the Internal Revenue Code of 1986, as amended (the "Code"), and any lawful regulations promulgated thereunder, as the same presently exist, or may from time to time hereafter be amended, supplemented, or revised. The Municipality reserves the right, however, to make any investment of such monies permitted by Tennessee law and this Resolution if, when and to the extent that said Section 148

or regulations promulgated thereunder shall be repealed or relaxed or shall be held void by final decision of a court of competent jurisdiction, but only if any investment made by virtue of such repeal, relaxation, or decision would not, in the opinion of counsel of recognized competence in such matters, result in making the interest on the Notes subject to inclusion in gross income of the owner thereof for federal income tax purposes.

The Municipality covenants that it shall comply with Section 148(f) of the Code, unless legally exempted therefrom and it represents that in the event it shall be required by Section 148(f) of the Code to pay "Rebatable Arbitrage," as defined in the regulations promulgated under the Code, to the United States Government, it will make such payments as and when required by said Section 148(f) and will take such other actions as shall be necessary or permitted to prevent the interest on the Notes from becoming subject to inclusion in federal gross income of the owner of the Notes for purposes of federal income taxation.

Section 17. Designation of Notes as Qualified Tax-Exempt Obligations. The Municipality hereby designates the Notes as "qualified tax-exempt obligations" within the meaning and for the purpose of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended. The Municipality reasonably anticipates that the amount of tax-exempt obligations (other than obligations described in Section 265(b)(3)(C)(ii)) which will be issued during the calendar year by the Municipality (i) any issuer with respect to which the Municipality is deemed to be an "on behalf of" issuer, and (ii) all subordinate entities which are treated as one issuer under Section 265(b)(3)(E) of the Code, will not exceed \$10,000,000, and not more than \$10,000,000 of obligations issued by the Municipality (together with those issued by any other issuers that are treated as one issuer under such Section 265(b)(3)) during the 2025 calendar year will be designated as "qualified tax-exempt obligations".

Section 18. Resolution a Contract. The provisions of this Resolution shall constitute a contract between the Municipality and the owner of the Notes, and after the issuance of the Notes, no change, variation, or alteration of any kind in the provisions of this Resolution shall be made in any manner, until such time as all installments of the principal of and interest on the Notes shall have been paid in full or the consent of the registered owner of the Notes has been obtained; provided, however, that the Municipality is hereby authorized to make such amendments to this Resolution as will not impair the rights or security of the owner of the Notes

Section 19. No Action to be Taken Affecting Validity of the Notes. The Municipality hereby covenants and agrees that it will not take any action, that would in any manner affect the validity of the Notes or limit the rights and remedies of the owner from time to time of such Notes. The Municipality further covenants that it will not take any action that will cause the interest on the Notes to be subject to inclusion in gross income of the owner thereof for purposes of federal income taxation.

Section 20. Miscellaneous Acts. The Mayor, the City Manager, the City Administrator, the City Recorder, the Finance Director, and all other appropriate officials of the Municipality are hereby authorized, empowered, and directed to do any and all such acts and things, and to execute, acknowledge, and deliver all such documents, instruments, and certifications, in addition to those acts, things, documents, instruments, and certifications hereinbefore authorized and approved, as may in their discretion, be necessary or desirable to implement or comply with the intent of this Resolution; or any of the documents herein authorized and approved; or for the authorization, issuance, and delivery of the Notes.

Section 21. Failure to Present Notes. Subject to the provisions of Section 3 hereof, in the event any Note shall not be presented for payment when the principal becomes due at maturity and in the event monies sufficient to pay such Note shall be held by the Note Registrar for the benefit of the owner thereof, all liability of the Municipality to such owner for the payment of such Note shall forthwith cease, terminate, and be completely discharged. Thereupon, the Note Registrar shall hold such monies, without liability for interest thereon, for the benefit of the owner of such Note who shall thereafter be restricted exclusively to such monies for any claim under this Resolution or on, or with respect to, said Note, subject to escheat or other similar law, and any applicable statute of limitation.

Section 22. Payments Due on Saturdays, Sundays, and Holidays. Whenever the interest on or principal of any Note is due on a Saturday or Sunday or, at the place designated for payment, a legal holiday or a day on which banking institutions are authorized by law to close, then the payment of the interest on, or the principal of, such Note need not be made on such date but must be made on the next succeeding day not a Saturday, Sunday, or a legal holiday or a day upon which banking institutions are authorized by law to close, with the same force and effect as if made on the date of maturity; and no interest shall accrue for the period after such date.

Section 23. No Recourse Under Resolution or on Notes. All stipulations, promises, agreements, and obligations of the Municipality contained in this Resolution shall be deemed to be the stipulations, promises, agreements, and obligations of the Municipality and not of any officer, director, or employee of the Municipality in his or her individual capacity, and no recourse shall be had for the payment of the principal of or interest on the Notes or for any claim based thereon or under this Resolution against any officer, director, or employee of the Municipality or against any official or individual executing the Notes.

Section 24. Severability. If any section, paragraph, or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, or provision shall not affect any of the remaining provisions hereof.

Section 25. Repeal of Conflicting Resolutions and Effective Date. All resolutions and orders, or parts thereof, in conflict with the provisions of this Resolution, are, to the extent of such conflict, hereby repealed, and this Resolution shall be in effect as of the date of its adoption the welfare of the Municipality requiring it.

Adopted and approved this 28th day of August, 2025.

\_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
City Manager

Approved as to form:

\_\_\_\_\_  
City Attorney

**STATE OF TENNESSEE)  
COUNTY OF HAMILSON)**

I, J. Scott Miller, hereby certify that I am the duly qualified and acting City Manager of the City of East Ridge, Tennessee (the "Municipality"), and, as such official, I further certify as follows: (1) that attached hereto is a copy of a resolution excerpted from the minutes of the meeting of the City Council (the "City Council"), of said Municipality held on August 28, 2025; (2) that I have compared said copy with the original minute record of said meeting in my official custody; (3) that said copy is a true, correct, and complete transcript from said original record insofar as said original record relates to, among other matters, the authorization of the issuance of not to exceed \$400,000 Equipment Acquisition Capital Outlay Notes, Series 2025, by said Municipality; (4) that the actions by said City Council including the aforementioned, at said meeting were promptly and duly recorded by me in a book kept for such purpose; and, (5) that a quorum of the members of said City Council was present and acting throughout said meeting.

WITNESS my official signature and the seal of said Municipality this 28th day of August, 2025.

---

City Manager

(SEAL)

**EXHIBIT A - FORM OF NOTE**

**Registered  
No.** \_\_\_\_\_

**Registered  
\$** \_\_\_\_\_

**UNITED STATES OF AMERICA  
STATE OF TENNESSEE  
CITY OF EAST RIDGE  
EQUIPMENT ACQUISITION CAPITAL OUTLAY NOTE,  
SERIES 2025**

**Registered Owner:**

**Principal Amount:**

**THE CITY OF EAST RIDGE, TENNESSEE** (the "Municipality"), a lawfully organized and existing municipal corporation, for value received, hereby acknowledges itself indebted and promises to pay, as hereinafter set forth, in the manner hereinafter provided, to the Registered Owner identified above, or registered assigns as hereinafter provided, on the Principal Payment Dates, unless this Note shall have been duly called for prior redemption and payment of the redemption price shall have been made or provided for, the Principal Amounts set forth on Exhibit A attached hereto and incorporated herein as fully as though copied, and to pay interest on said Principal Amounts from the date hereof, or such later date as to which interest has been paid, to the Principal Payment Dates set forth on Exhibit A, semiannually on \_\_\_\_\_ 1 and \_\_\_\_\_ 1 of each year, commencing \_\_\_\_\_ 1, 2026, at the Interest Rate per annum set forth on Exhibit A, with principal and interest being payable by wire transfer, check, draft, or warrant to the Registered Owner hereof at the address shown on the registration books of the City Manager maintained at the City Hall, East Ridge, Tennessee, or its successor as registrar and paying agent (the "Note Registrar"), on the fifteenth (15th) calendar day next preceding an interest payment date, in any coin or currency of the United States of America which on the date of payment thereof is legal tender for the payment of public and private debts.

In the event that any amount payable hereunder as interest shall at any time exceed the rate of interest lawfully chargeable on this note under applicable law, any such excess shall, to the extent of such excess, be applied against the principal hereof as a prepayment thereof without penalty, and such excess shall not be considered to be interest. All rates of interest specified herein shall be computed on the basis of a three hundred sixty (360) day year composed of twelve (12) months of thirty (30) days each.

The principal hereof and interest hereon shall bear interest from and after their respective due dates (whether by acceleration, demand, or otherwise) at the same rate of interest payable on the principal hereof.

Section 9-21-117, Tennessee Code Annotated, as amended, provides that this note and the income therefrom is exempt from all state, county, and municipal taxation in the State of Tennessee, except inheritance, estate, and transfer taxes and except as otherwise provided in said Code.

This note issue is known as "Equipment Acquisition Capital Outlay Notes, Series 2025" (the "Notes"), issued by the Municipality in the aggregate principal amount of \$400,000. The Notes which are issued for the purpose of financing the acquisition of equipment for the City, including a F-750 Dump Truck with a snowplow and salt spreader and a new rear-end loader for the Sanitation Department, and to pay all legal, fiscal, administrative, planning, and engineering costs incident thereto, are authorized by an appropriate resolution of the City Council, and particularly that certain Resolution of the City Council adopted on August 28, 2025, as such resolution may be from time to time amended or supplemented in accordance with its terms (such resolution, as so amended or supplemented, being herein called, the "Resolution"), and are issued pursuant to, and in full compliance with, the Constitution and the statutes of the State of Tennessee, including, but not limited to, Title 9, Chapter 21, Tennessee Code Annotated, as amended (the "Act"). Copies of the Resolution are on file at the office of the City Manager of the Municipality, and reference is hereby made to the Resolution and the Act, for a more complete statement of the terms and conditions upon which the Notes are issued thereunder, the rights, duties, immunities, and obligations of the Municipality, and the rights of the Registered Owner hereof.

This note and interest hereon is payable from funds of the Municipality legally available therefor and to the extent necessary from ad valorem taxes to be levied on all taxable property in the Municipality without limitation as to time, rate, or amount. For the prompt payment of this note, both principal and interest, as the same shall become due, the full faith and credit of the Municipality are hereby irrevocably pledged.

The Municipality has designated the Notes as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

This note is transferable by the Registered Owner hereof by its attorney or legal representative at the office of the Note Registrar, but only in the manner and subject to the limitations and conditions provided in the Resolution and upon surrender and cancellation of this note. Upon any such transfer, the Municipality shall execute, and the Note Registrar shall authenticate and deliver in exchange for this note, a new fully registered note or notes, registered in the name of the transferee, in authorized denominations, in an aggregate principal amount equal to the principal amount of this note, of the same maturity and bearing interest at the same rate. For every transfer of notes, whether temporary or definitive, the Municipality and the Note Registrar may make a charge, unless otherwise herein to the contrary expressly provided, sufficient to pay for any tax, fee, or other governmental charge required to be paid with respect to such transfer, all of which taxes, fees, or other governmental charges shall be paid to the Municipality by the person or entity requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer.

The Municipality and the Note Registrar may deem and treat the entity in whose name this note is registered as the absolute owner hereof, whether such note shall be overdue or not, for the purpose of making payment of the principal of and interest on this note and for all other purposes. All such payments so made shall be valid and effectual to satisfy and discharge the liability upon this note to the extent of the sum or sums so paid, and neither the Municipality nor the Note Registrar shall be affected by any notice to the contrary.

The Notes are issuable only as fully registered Notes, without coupons. At the office of the Note Registrar, in the manner and subject to the limitations, conditions, and charges provided in the Resolution, fully registered Notes may be exchanged for an equal aggregate principal amount of fully registered Notes of the same maturity, of authorized denominations, and bearing interest at the same rate.

The Note shall be subject to redemption, in whole, prior to maturity, at the option of the City, upon thirty (30) calendar days written notice to the Registered Owner, from funds of the City, at the price of par plus accrued interest to the date of redemption. If the Notes are to be prepaid from proceeds of a new debt issuance, the City may prepay the Notes, in whole, upon thirty (30) calendar days' written notice to the Registered Owner, at the price of 101%, plus accrued interest to the date of redemption. The City may also make additional principal payments on the Notes upon fifteen (15) calendar days' written notice to the Registered Owner, from its own funds, not borrowed funds.

This note shall have all the qualities and incidents of, and shall be, a negotiable instrument under, the Uniform Commercial Code of the State of Tennessee, subject only to provisions respecting registration of such note. This note is issued with the intent that the laws of the State of Tennessee shall govern its construction.

It is hereby certified, recited, and declared that all acts and conditions required to be done and to exist precedent to the issuance of, this note in order to make this note a legal, valid, and binding obligation of the Municipality, have been done, and did exist in due time and form as required by the Constitution and statutes of the State of Tennessee; and that this note and the issue of which it is a part, together with all other indebtedness of such Municipality, does not exceed any limitation prescribed by the Constitution or statutes of the State of Tennessee.

**IN WITNESS WHEREOF, THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, has caused this note to be signed by the manual signatures of the Mayor and the City Manager, all as of \_\_\_\_\_, 2025.**



# City of East Ridge

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

August 29, 2025

Ms. Sheila Reed  
Director  
Division of Local Government Finance  
Cordell Hull Building  
425 Rep John Lewis Way N  
Nashville, TN 37243

[Via Email](#)

RE: Not to exceed \$400,000 Equipment Acquisition Capital Outlay Note, Series 2025, of the City of East Ridge, Tennessee

Dear Ms. Reed:

Pursuant to Title 9, Chapter 21, Part 6, Tennessee Code Annotated, the City of East Ridge, Tennessee (the "City"), requests approval for the issuance of a not to exceed \$400,000 Equipment Acquisition Capital Outlay Note, Series 2025 (the "Note"). The proceeds of the Note will be used for the purpose of financing the acquisition of equipment for the City, including a F-750 Dump Truck with a snowplow and salt spreader and a new rear-end loader for the Sanitation Department, and to pay all legal, fiscal, administrative, planning, and engineering costs incident thereto.

The Note will be sold at a rate of interest not to exceed 4.50% per annum and will mature not later than the end of the fifth fiscal year from the date of issuance of the Note and have such other terms as set forth in the resolution authorizing the issuance of the Note, an executed copy of which is attached. The Note issue complies with the City's Debt Policy.

The City is requesting approval for the issuance of the Note through the informal bid process. The closing costs associated with the sale of the Note are \$500 for bond and tax counsel. The City represents that the proposed sale is feasible, is in the best interest of the City, and that it can amortize the proposed Note together with all other indebtedness currently outstanding, and hereby requests your approval of the issuance of the Note.

Yours truly,

CITY OF EAST RIDGE, TENNESSEE

By: \_\_\_\_\_  
Brian Williams, Mayor

Attachments

C: Linda Mooningham  
Tennessee Municipal Bond Fund

**Brian Williams**  
Mayor

**David Tyler**  
Vice Mayor

**Jacky Cagle**  
Councilmember

**Andrea Witt**  
Councilmember

**Jeff Ezell**  
Councilmember

**J. Scott Miller**  
City Manager

**CITY OF EAST RIDGE, TENNESSEE  
NOT TO EXCEED \$400,000  
EQUIPMENT ACQUISITION CAPITAL OUTLAY NOTE,  
SERIES 2025**

*As required by Title 9, Chapter 21, Part 609, Tennessee Code Annotated, this information is being submitted to the Comptroller's Division of Local Government Finance to request approval to issue these notes by the informal bid process based on the following:*

1.     **The informal bid process is feasible**
2.     **The informal bid process is in the best interest of our Local Government.**
3.     **Our Local Government will be able to amortize the note together with all other outstanding obligations.**
4.     **Financial institutions were contacted by telephone or in writing and presented the interest rates as detailed below (at least three should be contacted, if possible):**

<b>Financial Institution</b>	<b>Interest Rate Quoted</b>
<b>Citizens Tri-County Bank</b>	<b>4.45%</b>
<b>Tri Star Bank</b>	<b>4.749%</b>
<b>Trustmark National Bank</b>	<b>5.09%</b>

There are no issuance costs associated with these notes.

There are issuance costs, and they are itemized on the attached schedule:

Signed: \_\_\_\_\_  
          Brian Williams, Mayor

**Attachment 1**

**Schedule of Informal Bid Issuance Costs**

<b>Fee</b>	<b>Lender 1</b>	<b>Lender 2</b>	<b>Lender 3</b>	<b>Lender 4</b>	<b>Lender 5</b>	<b>Lender 6</b>
<b><u>Financial Advisor</u></b>						
<b><u>Legal Counsel</u></b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>			
<b><u>Registration</u></b>						
<b><u>Paying Agent</u></b>						
<b><u>Rating Agency</u></b>						
<b><u>Underwriter</u></b>						
<b><u>Remarketing Agent</u></b>						
<b><u>Advertising</u></b>						
<b><u>Other</u></b>						
<b>Total</b>	<b>\$500</b>	<b>\$500</b>	<b>\$500</b>			

**RESOLUTION NO. 3728**

AGENDA MEMORANDUM  
CHANGE OF LAWFIRM - LOBBYIST

August 28, 2025

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

The East Ridge City Council at their regular business meeting of January 9, 2025 entered into an agreement with Holland & Knight (Nicole Watson and Annie Beckstrom) to assist the City with issues and matters before the Tennessee General Assembly and state agencies for calendar year 2025. Holland & Knight has been representing the City of East Ridge for the past seven (7) plus years.

My office received a letter from Robert Highsmith Jr., Holland & Knight dated August 11, 2025 informing East Ridge that Nicole Watson will be leaving Holland & Knight effective September 1, 2025, to practice with BHA Strategy and BGR Group.

The City needs to indicate its preference with respect to whom we want to serve as our lobbyist; (1) continue with Holland & Knight or (2) continue with Nicole Watson with BHA Strategy and BGR Group or (3) utilize both firms regarding some or all these matters. There is no monetary increase in switching law firms.

Attachments

JSM/

**RESOLUTION NO. 3728**

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE TERMINATION OF THE AGREEMENT WITH HOLLAND & KNIGHT LLP FOR GOVERNMENT AFFAIRS SERVICES AND THE EXECUTION OF A NEW AGREEMENT WITH BHA STRATEGY/BGR GROUP TO PROVIDE GOVERNMENT AFFAIRS COUNSEL BEFORE THE TENNESSEE GENERAL ASSEMBLY**

**WHEREAS**, the City of East Ridge previously entered into an agreement with Holland & Knight LLP to provide government affairs counsel and representation before the Tennessee General Assembly through December 31, 2025; and

**WHEREAS**, the City's designated representative with Holland & Knight LLP has notified the City that he will be departing the firm effective September 1, 2025, to join BHA Strategy/BGR Group; and

**WHEREAS**, the existing engagement agreement with Holland & Knight LLP provides that the City may terminate the agreement prior to its expiration date without being in breach if the City elects to continue services with the departing representative at their new firm; and,

**WHEREAS**, the City Council finds it to be in the best interest of the City to maintain continuity of representation before the Tennessee General Assembly by entering into a new agreement with BHA Strategy/BGR Group and terminating the current agreement with Holland & Knight LLP accordingly.

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

**SECTION 1:** The City Manager is hereby authorized to terminate the current engagement agreement with Holland & Knight LLP, in accordance with the terms of that agreement.

**SECTION 2:** The City Manager is further authorized to negotiate and execute an engagement agreement with BHA Strategy/BGR Group for government affairs services before the Tennessee General Assembly, under terms and conditions acceptable to the City Attorney.

**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 to Form:

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

**102 - DEPARTING ATTORNEY PROCEDURES  
CLIENT AUTHORIZATION LETTER**

City of East Ridge  
1517 Tombras Avenue  
East Ridge, Tennessee 37412

**VIA ELECTRONIC MAIL: Hon. Brian Williams ([bwilliams@eastridgetn.gov](mailto:bwilliams@eastridgetn.gov))**

**August 11, 2025**

**Re: Client Matter Files - Client Authorization**

Mayor Williams:

This is to advise that **Nicole Watson** will leave Holland & Knight LLP effective on **September 1, 2025** to practice with **BHA Strategy and BGR Group**. Nicole can provide more information as requested by you.

Holland & Knight values its relationship with you and the **City of East Ridge, Tennessee (the "City")** and therefore appreciates the opportunity to continue to represent the **City**. Of course, it is your decision to have Holland & Knight continue its representation of the **City** in connection with the referenced matter(s), or to have the matter(s) transferred from Holland & Knight to **BHA Strategy** at **Nicole's** new practice. **Holland & Knight will honor your wishes in this regard.**

Please note that if you direct transfer of the referenced client matter(s) to **BHA Strategy** you hereby authorize Holland & Knight to provide the digital and physical files related to the referenced matters, all of which are listed in the Attachment of this letter.

Please indicate your preference with respect to further handling of the referenced matters by checking the appropriate space on the enclosed copy of this letter and return the signed letter to us as soon as it is convenient. You may return a copy to us via e-mail. Please do not hesitate to contact us if you have any questions. Thank you for your cooperation.

Yours truly,

HOLLAND & KNIGHT LLP



---

**Robert S. Highsmith Jr.**



---

**Nicole O. Watson**

\_\_\_\_\_ I would like Holland & Knight to continue its representation of the **City** in connection with the matters referenced in this letter.

\_\_\_\_\_ I would like **Nicole Watson** to represent the **City** in connection with the referenced client matters in this letter. I further hereby authorize Holland & Knight to provide the digital and physical files relating to these matters to **Nicole Watson**, for active and, when applicable, inactive matters, all of which are listed in the Attachment of this letter. **IF APPLICABLE:** I acknowledge that the **City** currently owes Holland & Knight \$\_\_\_\_\_ pursuant to Invoice No. \_\_\_\_\_, that further invoices may be rendered with respect to these matters for additional time or costs expended by Holland & Knight prior to receipt by Holland & Knight of this executed release, and the **City** will arrange for prompt payment of all such invoices.

\_\_\_\_\_ I would like to utilize both firms regarding some or all of these matters.

**City of East Ridge, Tennessee**

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



**RESOLUTION NO. 3729**

AGENDA MEMORANDUM  
**Athletic Field Equipment and Field Maintenance Supplies**  
AUGUST 28, 2025

Submitted By:

*Shawna Skiles*  
Shawna Skiles, Parks and Recreation Director

**Subject:** Bid Award Recommendation – Athletic Field Equipment and Field Maintenance Supplies for Camp Jordan Park

On August 13, 2025, the Parks and Recreation Department opened sealed bids for the procurement of athletic baseball-softball field supplies for Camp Jordan Park. The department is seeking to purchase these items within the fiscal year spanning July 2025 through June 2026.

A total of two (2) bids were received. Upon review, staff recommends awarding the purchase of items based on the lowest bid per item as follows:

Item	Vendor	Bid Amount
Chalk-Proline 50lb	Rivercity Athletics	\$11.00 per bag
Matt Drags (6x3)-Heavy Duty	Rivercity Athletics	\$325.00 per drag
Field Conditioner-EPB minerals playball 50lb bags	Rivercity Athletics	\$10.00 per bag
Base Anchors	Rivercity Athletics	\$25.00 per unit
Whicker Plugs	BSN Sports	\$186.98 set of 36
Field Grading Lips (done with machine on the field once a year)	Rivercity Athletics	\$1000.00 per field
Bases (Schutt or Jack Corbett-Hollywood)	Rivercity Athletics	\$350.00 per set
Nail Drags (5x3) Heavy Duty	Rivercity Athletics	\$350.00 per drag
Pitching Rubbers Schutt (2-spike)	Rivercity Athletics	\$40.00 per pitching rubber
Fence Toppers (Poly-Cap Fence Guard)	BSN Sports	\$6705.20 for 2400 feet

Staff recommends proceeding with the purchases as outlined above to ensure timely and cost-effective maintenance of the athletic fields.

**RESOLUTION NO. 3729**

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR AN ATHLETIC FIELD SUPPLIER FOR BASEBALL AND SOFTBALL FIELDS AT CAMP JORDAN PARK FOR FY 2025 - 2026**

**WHEREAS**, the City of East Ridge advertised for bids for an Athletic Field Supplier for Baseball and Softball Fields at Camp Jordan Park for FY 2025 – 2026; and

**WHEREAS**, sealed bids were opened and publicly read on August 13, 2025, beginning at 2:30 p.m. at East Ridge City Hall; and

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

**WHEREAS**, after conducting a public bid opening and after reviewing the bid documents, City staff recommends the bid for an Athletic Field Supplier for Baseball and Softball Fields at Camp Jordan Park for FY 2025 – 2026 be awarded as follows:

<b>ITEM</b>	<b>VENDOR</b>	<b>BID AMOUNT</b>
Chalk-Proline 50lb	Rivercity Athletics	\$11.00 per bag
Matt Drags (6x3)-Heavy Duty	Rivercity Athletics	\$325.00 per drag
Field Conditioner-EPB minerals playball 50lb bags	Rivercity Athletics	\$10.00 per bag
Base Anchors	Rivercity Athletics	\$25.00 per unit
Whicker Plugs	BSN Sports	\$186.98 set of 36
Field Grading Lips (done with machine on the field once a year)	Rivercity Athletics	\$1000.00 per field
Bases (Schutt or Jack Corbett-Hollywood)	Rivercity Athletics	\$350.00 per set
Nail Drags (5x3) Heavy Duty	Rivercity Athletics	\$350.00 per drag
Pitching Rubbers Schutt (2-spike)	Rivercity Athletics	\$40.00 per pitching rubber
Fence Toppers (Poly-Cap Fence Guard)	BSN Sports	\$6705.20 for 2400 feet

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE,** that the bid for an Athletic Field Supplier for Baseball and Softball Fields at Camp Jordan Park for FY 2025 – 2026 be awarded as follows:

<b>ITEM</b>	<b>VENDOR</b>	<b>BID AMOUNT</b>
Chalk-Proline 50lb	Rivercity Athletics	\$11.00 per bag
Matt Drags (6x3)-Heavy Duty	Rivercity Athletics	\$325.00 per drag
Field Conditioner-EPB minerals playball 50lb bags	Rivercity Athletics	\$10.00 per bag
Base Anchors	Rivercity Athletics	\$25.00 per unit
Whicker Plugs	BSN Sports	\$186.98 set of 36
Field Grading Lips (done with machine on the field once a year)	Rivercity Athletics	\$1000.00 per field
Bases (Schutt or Jack Corbett-Hollywood)	Rivercity Athletics	\$350.00 per set
Nail Drags (5x3) Heavy Duty	Rivercity Athletics	\$350.00 per drag
Pitching Rubbers Schutt (2-spike)	Rivercity Athletics	\$40.00 per pitching rubber
Fence Toppers (Poly-Cap Fence Guard)	BSN Sports	\$6705.20 for 2400 feet

**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. 3730**

AGENDA MEMORANDUM  
YOUTH SPORTS PHOTOGRAPHY 2025-2026  
AUGUST 28TH, 2025

Submitted By:

***Shawna Skiles***

Shawna Skiles, Parks and Recreation Director

**SUBJECT:** Recommendation for Youth Sports Photography Company – 2025-2026 Season

The City of East Ridge Parks and Recreation Department solicited sealed bids for Youth Sports Photography services for the 2025-2026 recreational sports season. Bids were opened on Wednesday, August 20, 2025, and three qualified vendors submitted proposals.

**Bid Summaries:**

1. **TriStar Visuals Photography**
  - Commission: 12% of total sales
  - Ordering: Online via a custom portal
  - Delivery: Digital or mailed print products
2. **Beverly Reid Photography LLC**
  - Commission: 15% on a sliding scale
  - Ordering: Private online gallery for each parent
  - Delivery: Shipped directly to the home
3. **School Days Photography**
  - Commission: 25% of net sales
  - Ordering: On-site photo sales two weeks after photo day, with additional online ordering options
  - Delivery: Pre-packaged photo options available on-site; additional purchases available online

After reviewing all proposals, staff recommended awarding the Youth Sports Photography contract for the 2025-2026 season to **School Days Photography**. Their approach offers a strong commission structure and convenient purchasing options for families, both on-site and online.

SS

**RESOLUTION NO. 3730**

**A RESOLUTION OF THE EAST RIDGE CITY  
COUNCIL APPROVING PHOTOGRAPHY BIDS FOR  
THE 2025 – 2026 SPORTS SEASON**

**WHEREAS**, on July 20, 2025, the City of East Ridge advertised for bids for sports photography services for the 2025 - 2026 sports season; and

**WHEREAS**, sealed bids were opened and publicly read on August 20, 2025, beginning at 2:30 pm. at the East Ridge City Hall; and,

**WHEREAS**, City staff has maintained a file with all bids received by various vendors and,

**WHEREAS**, after conducting a public bid opening and after reviewing the bid documents, City staff recommends the bid for sports photography be awarded to School Days Photography in the amount of 25% return of net sales to the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE** that the bid for sports photography services for the 2025 – 2026 sports season be awarded to School Days Photography in the amount of 25% return of net sales to the City.

**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 to Form:

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

**RESOLUTION NO. 3731**

AGENDA MEMORANDUM

AUDIO VISUAL SCOPE OF WORK – VENUE 1921

August 28, 2025

**Submitted By:**

*Shawna Skiles*

---

Shawna Skiles, Parks and Recreation Director

**Subject: Recommendation for AV Integration Services – Venue 1921**

The City of East Ridge solicited proposals from highly qualified firms for the audio-visual equipment and professional integration services for Venue 1921. These proposals will be presented to the City Council on August 28, 2025, for final approval of the project. I have included both proposals for your review.

AVI-SPL \$79,670.98

Input Group LLC \$105,400.00

Based on the proposals received, we recommend moving forward with AVI/SPI for the audio-visual integration services at Venue 1921. While their proposal came in lower than others, it stands out not only for its competitive pricing but also for their exceptional service record and commitment to quality.

AVI/SPI brings a strong combination of expertise, proven performance, global reach, and outstanding customer service. Their analytical approach and attention to detail have been evident throughout this process. They've already visited the site three times, working closely with contractors to ensure the project is progressing smoothly and will be ready for implementation once approved.

Their proactive involvement and deep understanding of the project requirements give us confidence that they are the right partner for Venue 1921. We will present this recommendation to the City Council on August 28, 2025, for final approval.

SS

**RESOLUTION NO. 3731**

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE PROPOSAL FROM AVI-SPL FOR AUDIO-VISUAL EQUIPMENT AND PROFESSIONAL INTEGRATION SERVICES AT VENUE 1921 AT EAST RIDGE**

**WHEREAS**, the City of East Ridge solicited proposals from highly qualified firms for the purchase and installation of audio-visual equipment and professional integration services for Venue 1921 at East Ridge; and

**WHEREAS**, proposals were received from AVI-SPL in the amount of \$79,670.98 and from Input Group LLC in the amount of \$105,400.00; and,

**WHEREAS**, AVI-SPL has exhibited proactive involvement throughout the planning process, including multiple site visits and coordination with contractors, ensuring readiness for implementation upon approval; and,

**WHEREAS**, the City Council finds that entering into an agreement with AVI-SPL for audio-visual integration services at Venue 1921 is in the best interest of the City.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE** that the City Council hereby accepts the proposal from AVI-SPL in the amount of \$79,670.98 for audio-visual equipment and professional integration services at Venue 1921 at East Ridge and authorizes the City Manager or his designee to execute any and all documents to enter into an agreement for said services.

**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:

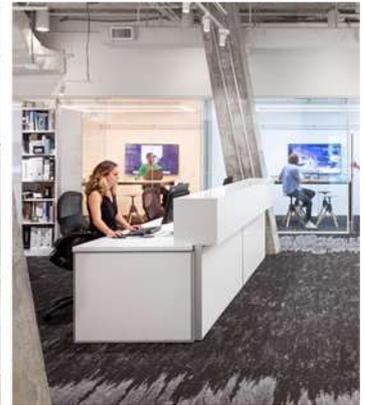
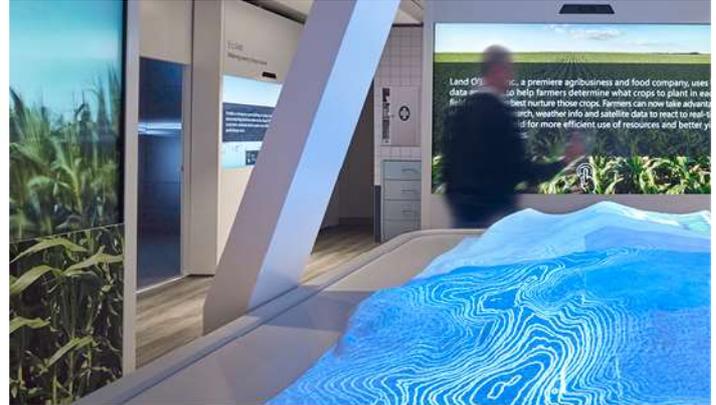
\_\_\_\_\_  
J. Scott Miller, City Manager

Approved to Form:

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

Proposal Prepared For

# City of East Ridge TN Town Center Audio Visual



331 Premier Ct.  
Suite 100  
Franklin, TN 37067

Fax: (901) 866-1475  
www.avispl.com

**Prepared by:** Ryan Kline  
Ryan.Kline@avispl.com  
**Proposal no:** 485879-4

# Thank you for the opportunity to provide this proposal.

**We're excited to work with you.**

At AVI-SPL, our goal is to empower meaningful communication and collaboration. By understanding your needs and applying our expertise, we help you improve the user experience of your collaboration systems – anywhere in the world.

**Here's how we do it.**

Like you, we take a holistic approach. No matter where you are on your journey to plan, deploy, and operate your optimal collaboration environment, we can guide and support you. Together, we'll achieve a new state of working together and manage the full lifecycle of the technology powering it.

**And here's why.**

As a digital enablement solutions provider, we transform how people and technology connect to elevate experiences, create new value, and enable organizations such as yours to thrive and grow. Our vision – to help your teams work smarter and live better.



At AVI-SPL, our goal is to empower meaningful communication and collaboration.

## We take your investment in collaborative solutions as seriously as you do.

That's why we're with you every step of the way, making sure you have the support to keep your business running smoothly and that you get the return on investment you expect.

The hallmark of AVI-SPL's client success is our ability to keep pace with the technology trends that drive the way organizations operate, and to innovate and improve upon them so that we can offer customers a standard of quality that no other company can match.



## When you partner with us as your trusted guide, you will experience:



### Commitment

A partner **committed** to your success and making a positive impact on your organization and our world



### Expertise

**Expertise** you can trust to guide your digital transformation and realize your business objectives



### Proven Record

A **proven** track record of supporting deployment and managed services in-country, wherever needed



### Global Reach

Optimized **global deployment** teams with in-country support teams to deliver localized solutions and service – anywhere in the world



### Customer Experience

World-class **customer experience** with a continual improvement mindset informed by the ITIL methodology



### Analytics

Focus on **actionable** business intelligence with routine reporting on key success metrics and usage analytics powered by our patented Symphony application

# Our Integration Process



World-class approach to defining client needs and delivering with consistent approach to execution.  
 Detailed Operations Playbook = Consistent, High Quality Project Outcomes

- **Each step defined and documented:** based on AVI-SPL best practices & globally recognized standards
- **Standardized documents, forms & instructions:** a cadence for reporting & communications methods
- **Companywide adoption & training:** measurable deliverables
- **Full range of engagement types:** small & simple to large & complex
- **Continuous improvement:** CSAT/NPS focus w/ root cause analysis & action-oriented outcomes

AVI-SPL provides innovative solutions seamlessly integrated with simple but effective user experiences. To that end, AVI-SPL utilizes a five-step process to provide you with consistent communication and flawless execution from project conception to completion.

## Phase I **Initiate**

- The initiate phase is critical to the success of both the solution implementation and post deployment services to ensure acclimation, adoption and continued use of the technology.
- During this phase, your project team is selected based on the size, scope and complexity of the solutions to be implemented. All details and information are successfully transitioned to the internal project team via a comprehensive kick-off meeting.
- External kick-off discussions are organized and conducted with your key stakeholders to formally discuss project parameters of scope, schedule and communication strategy along with any other key topics to ensure proper alignment. The output of these discussions initiates engineering finalization, equipment procurement & programming services.

# Our Integration Process

## Phase II Plan

- The planning phase begins with development of the project schedule including detailed work breakdown tasks identifying key deliverables, dependencies and both internal and external milestones required to successfully execute the project.
- Detailed communication plans are developed to provide your key stakeholders with project progress reporting to indicate status against the project schedule along with any identified risks.
- Acceptance test plan procedures are developed and communicated to ensure agreed upon scope and functionality requirements are achieved.

## Phase III Execute

- During the execution phase, all engineering, programming, fabrication and on-site installation activities are completed in accordance with the agreed upon project scope and schedule.
- Daily progress reports are completed, sent back to our Project Management staff and consolidated into weekly progress reports that you will receive.
- Upon completion of on-site installation activities, test and commissioning takes place in accordance with the agreed upon test plan procedures to ensure fully functional solutions.
- Final inspection and walk-through of the project is conducted in coordination with your key stakeholders to administer acceptance of the deployed solutions.



# Our Integration Process

## Phase IV Monitor

- The monitor phase is ongoing throughout the entire project lifecycle.
- All project work activities are consistently reviewed to ensure alignment with the approved schedule and milestones, adjusting resource planning as required. All changes to scope, schedule and budget are closely controlled to eliminate or minimize change management.
- Quality assurance is adhered to through checks and balances along with consistent testing at specified intervals in the project lifecycle. Risk management plans are constantly reviewed, and risk mitigation strategies deployed to ensure scope and schedule remain on track.
- External reporting is critical to this phase to align your key stakeholders to both internal and on-site status of our progress.

## Phase V Close

- The final phase is focused on completion of all contractual and operational activities to obtain sign-off for the completed project. This includes demonstration and training on use of the installed solutions.
- All final project documentation for future warranty and service work is gathered and submitted to your key stakeholders as well as to our internal service team for onboarding purposes.
- Automated Customer Satisfaction Score (CSAT) and Net Promoter Score (NPS) surveys are deployed to obtain your feedback regarding our performance and leveraged as part of our continuous improvement practice.



# AVI-SPL SOLUTION SCOPE OF WORK

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CITY OF EAST RIDGE TN  
CHATTANOOGA, TN  
TOWN CENTER AUDIO VISUAL

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## INTRODUCTION

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After careful and deliberate consideration of your requirements, we are pleased to provide the following audiovisual solutions scope of work. The scope of work noted is based on sound engineering principles, reliable technology, and have been formulated specifically to meet your requirements.

## PROJECT OVERVIEW

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AVI-SPL is offering a solutions package designed to maximize The City of East Ridge's investment in meeting and collaboration technology. To achieve this goal, AVI-SPL is utilizing industry best practices for system design and is deploying proven and reliable devices and services.

A new multi-purpose venue will receive an audio-visual system to support zoned audio in several locations and a projection system in the main venue hall. The system will allow for several sources of audio and video and will have a control system.

The project shall cover the following spaces:

- **TOWN CENTER**

### **CONTINUED ON NEXT PAGE**

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## TOWN CENTER

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### *DESIGN NARRATIVE*

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The City of East Ridge is constructing a new Town Center building that will receive an audiovisual system for the venue hall and surrounding patio and lobby areas.

The venue hall will receive one 14,000 lumen projector with appropriate lens for projecting video content onto a motorized 159" diagonal, 16:9 projection screen. The projector will be ceiling mounted and will require a 120VAC circuit with a duplex receptacle. The projection screen will require one 120VAC circuit that will be hardwired to the projection screen motor.

Video routing for the system will be handled by a networked video solution. Two HDMI wall plate encoders will be installed at either side of the front wall. One HDMI encoder will be installed in the equipment rack. One HDMI decoder will be installed at the projector location. One wireless presentation gateway device will be installed in the equipment rack and will route it's HDMI output to the encoder that is installed in the equipment rack. The wireless presentation gateway will be able to be connected either wirelessly over the building WiFi network or through the use of included USB-C adapter dongles. The wireless presentation device will require one PoE+ building LAN connection.

Audio for the space will be handled by a digital signal processor located in the equipment rack. Sources for the audio system includes the following:

- One 4 channel wireless microphone system
  - 3 handheld microphones
  - 1 lavalier microphone
- One 4 channel music streaming player with streaming service subscription
- Two, dual XLR input wall plates located near the HDMI wall plates.
  - These inputs are networked audio signals that will be routed to the DSP
- One Bluetooth and analog input wall plates located near the primary wall plate.
  - These inputs are networked audio signals and will be routed to the DSP

Twenty-four pendant style speakers will be installed throughout the main venue hall space to provide proper audio coverage. Two in-ceiling speakers will be installed in the lobby area. Four outdoor rated surface mounted speakers will be installed at the patio area. The speakers will be zoned and powered by an 8-channel power amplifier installed in the equipment rack.

The system will have a control system installed to handle all source selections and routing within the system. A wall mounted touch panel along with an iPad will provide user controls for the system,

One 24-port network switch will be provided for connecting all networked AV equipment. This will be an isolated network that will not touch the building LAN.

One 27 space equipment rack will be installed in a TBD location and will house all headend equipment.

Customer Responsibilities: The Customer shall be responsible for providing power, network drops, junction boxes, and cable pathways for AV cabling required for wall-mounted devices, as well as ceiling egress and cable path to the conference table, where applicable.

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\*\*Please see the "[Environmental Considerations](#)" and "[Customer Responsibilities](#)" sections of this document for required room properties and deployment best practices. \*\*

### **CONTINUED ON NEXT PAGE**

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## SCOPE OF WORK – HARDWARE INTEGRATION

This section describes hardware installation and general functionality or specifications. All equipment provided and installed by AVI-SPL unless otherwise specified.

### 1. Display/Projection

- 1.1. The following display devices will be integrated into the system:
  - 1.1.1. 1 video projector for displaying video content within the space. The projector(s) shall have a native resolution of 1920X1200 pixels, and a manufacturer rated brightness of 14,000 ANSI lumens.
  - 1.1.2. 1 recess mounted, motorized operation, projection screen. The screen shall be tab-tensioned in a 16:9 widescreen format with a diagonal viewing surface of 159". The viewing area shall be matte white fabric with black backing.
    - 1.1.2.1. A low voltage interface shall be provided with each motorized projection screen for remote operation.

### 2. Source Equipment and Interfaces

- 2.1. The following sources will facilitate end user laptop connections:
- 2.2. 2 HDMI connection(s) located at the wall for auxiliary device connectivity.
- 2.3. The following source devices will be integrated into the system.
  - 2.3.1. A wireless presentation gateway, located in the equipment rack.
- 2.4. Wall plates, cubby ports, and interfaces will be black in color.

### 3. Routing and Switching

- 3.1. The following video routing and switching devices will be integrated into the system:
  - 3.1.1. An IP-based video distribution system that will route all video sources throughout the system.
    - 3.1.1.1. AVI-SPL will provide and install the network to handle all video routing and device communication.

### 4. Audio

- 4.1. The following audio devices will be integrated into the system:
  - 4.1.1. A digital signal processor (DSP) will support all audio sources. All microphones used for conferencing shall utilize a dedicated acoustical echo canceling (AEC) channel per microphone element in the DSP.
  - 4.1.2. Microphones will support conferencing and other system features. The following microphone(s) will be used to provide speech audio to conference calls. The microphone(s) will support local voice reinforcement within the room in a 'mix-minus' configuration.
    - 4.1.2.1. 3 Handheld wireless microphone(s). The microphone(s) will be black in color.
    - 4.1.2.2. 1 Lavalier wireless microphone(s). The microphone(s) will be black in color.
  - 4.1.3. 24 pendant ceiling speakers will support playback of program audio. The speakers will be black in color.
  - 4.1.4. 2 ceiling speakers will support playback of program audio. The speakers will be black in color.
  - 4.1.5. 4 outdoor rated surface mounted speakers will support playback of program audio. The speakers will be black in color.
  - 4.1.6. Two, dual XLR input wall plates located near the HDMI wall plates.
    - 4.1.6.1. inputs are networked audio signals that will be routed to the DSP
  - 4.1.7. One Bluetooth and analog input wall plates located near the other wall plates.
    - 4.1.7.1. These inputs are networked audio signals and will be routed to the DSP

### 5. Equipment Rack and Accessories

- 5.1. Equipment will be installed in the following locations:
  - 5.1.1. A free-standing equipment rack will house all racked equipment. The rack will be located in the room. The equipment rack will be free standing
    - 5.1.1.1. AVI-SPL shall provide the required minimum dimensions for the equipment rack.
    - 5.1.1.2. A power conditioner or surge protector will be installed in the A/V rack to protect all racked equipment.

### **CONTINUED ON NEXT PAGE**

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## 6. Control System and Accessories

6.1. A control processor will be installed to enable various functions throughout the system.

### 6.1.1. Hardware:

6.1.1.1. One (1) Control Processor, located in the equipment rack, shall provide control system functionality.

6.1.1.1.1. Display controls shall be RS-232 via the Decoder.

6.1.1.1.2. Control Processor shall communicate via the AV Network Switch.

6.1.1.2. Human Interface Devices (HID):

6.1.1.2.1. One (1) Touch Panel:

6.1.1.2.1.1. One (1) Touch Panel shall be located at the conference table.

6.1.1.2.1.2. Touch Panels shall communicate via the AV Network Switch and require POE+ power.

### 6.1.2. Software:

6.1.2.1. System shall be programmed to include the functionality defined in this SOW. Customer shall provide any logo branding and color scheme desired for the Touch Panel graphics.

6.1.2.2. System program shall be loaded and operated from Control Processor.

### 6.1.3. Control Functionality

6.1.3.1. Local Presentation

6.1.3.1.1. System On

6.1.3.1.2. Projecotor On

6.1.3.1.3. Standard Volume Start Up Levels

6.1.3.2. Source Selections

6.1.3.3. Volume Controls

6.1.3.3.1.1. Up/Down/Mute

6.1.3.4. System Off

6.1.3.4.1. Display Off

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Please refer to the "[Software Integration](#)" section for more detailed information about the user experience of the system.

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## SCOPE OF WORK – SOFTWARE INTEGRATION

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A control system will be provided to activate many necessary user needs. This greatly reduces the complexities of operating an integrated A/V system and facilitates greater system utilization and an enhanced meeting experience.

### USER EXPERIENCE

Developing a unique system based upon the end users' needs and an understanding of how the space will be utilized has led AVI-SPL to design this system as a semi-automated room experience. User interaction is notification based to confirm actions, for example plugging in a laptop for presentation will prompt the user to confirm sharing that content. Use and function for this experience commonly includes spaces designed for general conferencing, schedule meetings, and presentation. A touch interface is required for some aspects of this experience, when one is present it will reflect the current state of the room.

### USER INTERFACE

A user interface will facilitate advanced system operation. The following user interface(s) will be used for this system:

- A touch screen graphical user interface design will utilize the AVI-SPL provided Connect layout theme and icon set. Major changes or customization to the AVI-SPL provided GUI may require an additional cost. Please reference the user experience document for an example layout of the selected theme. Please reference the touch panel narrative for the chosen theme.
  - AVI-SPL will provide the layout and the functionality of each button for each user page of the touch screen to the Customer prior to implementation for client input and final client approval.
- All specified equipment in the proposal will be incorporated into the control system.

As part of the programming process, AVI-SPL will provide the layout and the functionality of each button to the Customer prior to implementation for input and final approval.

### **CONTINUED ON NEXT PAGE**

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## NETWORK AND NETWORK SECURITY

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The integration of Audio-Visual hardware can consist of many different devices and systems, each with varying network requirements, impacts to traffic and routing, and unique management and security processes. AVI-SPL will work with City of East Ridge identified stakeholders to properly assess network requirements and deployment considerations.

AVI-SPL will design the system to meet identified network requirements and will provide construction drawings and a list of devices before installation on site. At the time of installation, AVI-SPL will connect devices according to the documented system design and identified network requirements. The following network design is being followed for this project:

### HYBRID AV/CLIENT NETWORK

Hardware that does not require integration to the client network can be completely isolated from the client network.

- The control system, touch panel, and audio video transport devices that carry Ethernet control reside in their own wired network.
- Hardware that requires integration with the owner network will be connected directly to the owner network. Examples: control system for monitoring, video conference codec, 3<sup>rd</sup> party SIP device.
- Systems for monitoring, control, scheduling, and other, is provided by services residing in the "Cloud", external to the owner's network. In this type of deployment data will need to traverse the owner network.

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\*\*Please see the "Software Licenses and Service Accounts" and "Customer Responsibilities" sections of this document for deployment best practices and installation requirements. \*\*

### **CONTINUED ON NEXT PAGE**

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## CUSTOMER RESPONSIBILITIES

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These are items that AVI-SPL is dependent upon to complete the project scope of work on time, however, these requirements and responsibilities are not provided by AVI-SPL. For a complete list of exclusions, please refer to the Integration Inclusions and Exclusions section of this proposal.

These requirements must be provided by the owner or other 3<sup>rd</sup> parties and may fall under the responsibility of an Architect, General Contractor, Electrical Contractor, Data Contractor, Security Contractor, Furniture/Millwork Contractor, IT departments, Facilities or Real Estate groups.

- All required backing and any other wall reinforcement required to safely accommodate displays. Any display wall shall be properly backed to withstand the weight of the display with a safety factor of at least 5:1.
- All AC power at the equipment locations, including hardwired power connections.
- All required conduit for low voltage cable paths to AV equipment.
- All ceiling work required to accommodate the projectors, projection screens, or other equipment.
- All required millwork modifications to tables or other millwork.
- Proper heat dissipation venting for the equipment in this system. Where convection cooling is not possible, a powered venting system with thermostatically controlled quiet fans.
- All required network configuration for any network connection to the client network.
- All software or hardware licenses not specifically provided in this scope of work or associated bill of materials.
- All software or hardware configuration for owner furnished equipment.
- Where VoIP is utilized, all required configuration information prior to installation.
- All cable/satellite/over-the-air TV connections and all associated hardware.

## SOFTWARE LICENSES AND SERVICE ACCOUNTS

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Supervised or direct access to systems must be provided as needed for a properly provisioned and licensed account where appropriate. Examples include Zoom Rooms activation codes, Microsoft Teams accounts, calendar service account, and more.

- The customer may decide not to provide credentials to AVI-SPL, and to provision the installed hardware themselves. In this case AVI-SPL will be unable to fully test the system before receiving sign-off for the installation. All system components will be tested individually to ensure proper stand-alone function, and project sign-off will be requested before technicians leave site.
- If AVI-SPL is unable to properly commission and test the system at the time of installation due to issues with access, an additional site visit may be required. Any additional visits will be billed at the standard contracted labor rate, provided Customer is at fault and approves additional cost in advanced and in writing, scheduling will be done on a best effort basis.

### **CONTINUED ON NEXT PAGE**

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## SITE READINESS

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The minimum acceptable site conditions of the project site for the installation of electronic equipment are as follows.

- The rooms and directly adjacent areas into which the equipment will be installed must be dust-free with floor, ceiling, and wall finishes to be completely installed in the rooms affected by the equipment.
- The rooms into which the equipment will be installed must be secure.
- All Electrical power, conduit systems, HVAC systems, IT requirements (wired or wireless services), communication circuits, and or other services required by the systems and equipment should be fully installed, energized, and configured for use.
- All furniture into which components of the equipment will be installed shall be present at the time of staging and/or installation.
- All telephone, POTS, VOIP, modem, PRI, data, LAN, and telecommunications connections are installed, fully tested, and active.
- Configuration of OFE networks, applications, servers, and services to provide interoperability with installed systems.
- Coordination and timely IT support and documentation (such as providing IP addresses or account credentials).

## ROOM ENVIRONMENTAL CONSIDERATIONS

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To maximize the user experience in a conferencing room, the following parameters should be observed:

- The room should have a measured ambient noise level of no more than NC35.
  - For new spaces, the design parameters for the mechanical engineering within the room should have a target NC of 35 or less. Ambient noise includes noise from the air handling systems, mechanical systems and noises outside the building. Noise levels above this specification adversely affects the meeting environment and may degrade the overall audio quality and intelligibility of a conference call. This is especially important when ceiling microphones are utilized. If a problem is identified with ambient noise levels, AVI-SPL can work with your mechanical engineer to identify possible solutions to lower the NC rating and improve the meeting experience.
- Reverberation time (T60) for typical conference rooms should be less than 0.6 seconds in the 125 - 4000 Hz octave bands to provide an optimum meeting experience and acceptable audio quality in a conference call.
  - A significant number of hard surfaces in a room (glass, drywall or other surfaces) can adversely affect audio intelligibility and the meeting experience overall. Acoustic treatment is advised for rooms with higher T60 levels. If the room requires acoustically treatment, AVI-SPL can provide direction and solutions to overcome this issue and enhance the meeting experience for the participants.
- Evenly distributed lighting is important for videoconferencing applications.
  - Lighting on the faces of the participants should be at least 40-foot candles and should be evenly distributed throughout the camera's field of view. Where the camera's field of view includes windows, recommended window treatment should be employed to provide an acceptable background for the camera to view the participants.
- When microphones are used for local voice reinforcement, the amount of available gain before feedback is dependent on the microphone's location within the room.
  - Placement of the microphone immediately below a ceiling speaker may adversely affect the overall required audio level and cause feedback. Care should be taken to reduce the volume level of the microphone or locate the microphone(s) correctly to minimize the possibility of feedback.

## Room Summary - VENUE 1921

### Equipment List

Mfg	Model	Description	Qty	Unit Price	Extended Price
		<b>PROJECTION SYSTEMS</b>			
PANASONIC DISPLAY	PANPTMZ14KLBU7	PROJECTOR, WUXGA 14000 LMN 50LB LCD NO LENS BLACK (PT-MZ14K)	1	\$12,655.97	\$12,655.97
PANASONIC DISPLAY	PANETEMS650	LENS, 1.35 2.11:1 ZOOM PT-MZ20K/MZ17K/MZ14K PROJECTOR	1	\$2,801.07	\$2,801.07
CHIEF	CHIVCTUB	MOUNT, XL UNIVERSAL TOOLESS, BLACK	1	\$426.28	\$426.28
CHIEF	CHICMS048	FIXED EXTENSION COLUMN 48" - BLACK	1	\$64.38	\$64.38
CHIEF	CHICMA110	8" CEILING PLATE - BLACK	1	\$28.89	\$28.89
CRESTRON	CREDMNVXD200	DECODER, DM NVX 4K60 4:2:0 W/ SCALER, NETWORK AV	1	\$670.59	\$670.59
DA-LITE SCREEN COMPANY	DALDL14983L	SCREEN, 159"D 16:9 HD ADVANTAGE TNSD SIGHTLINE DM, LVC	1	\$5,274.35	\$5,274.35
		<b>VIDEO SYSTEMS</b>			
CRESTRON	CREAM3212KIT	PRESENTATION GATEWAY, AIRMEDIA SR 3 REC 200 W/2	1	\$2,307.94	\$2,307.94
CRESTRON	CREDMNVXE202GBT	ENCODER, DM NVX 4K60 4:2:0 NETWORK AV WALL PLATE	2	\$670.59	\$1,341.18
		<b>AUDIO SYSTEMS</b>			
LEA PROFESSIONAL	LEACONNECT354D	AMPLIFIER, 4 CHANNEL, 350 W, 4OHM, 8OHM, 70V	1	\$1,864.71	\$1,864.71
SOUNDTUBE	SOUSA502	AMPLIFIER, 2x50 WATT CLASS D STEREO RCA/MINI PLUG/LINE LEVEL	1	\$214.11	\$214.11
SOUNDTUBE	SOURS62EZBK	SPEAKER, PENDANT, 6.5" COAX W/ BROADBEAM RING, BLACK	24	\$192.21	\$4,613.04
SOUNDTUBE	SOUCM62EZII	SPEAKER, IN-CEILING 6.5" BLACK	2	\$111.07	\$222.14
SOUNDTUBE	SOUSM82EZIIWX	**SPEAKER, 8" COAX WEATHER EXTREME SM *SPECIFY WHITE OR BLAC	4	\$206.08	\$824.32
QSC	QSCCORE8FLEX	SYSTEM, UNIFIED CORE W/8 LOCAL AUDIO I/O CHANNELS	1	\$2,363.82	\$2,363.82
SHURE	SHUSLXD4QG57	RECEIVER, DIGITAL WIRELESS QUAD	1	\$2,211.82	\$2,211.82
SHURE	SHUSLXD1G58	TRANSMITTER BP CABLE 470-514MHZ	1	\$195.59	\$195.59
SHURE	SHUSLXD2B87AG58	MICROPHONE, HH SYSTEM W/BETA 87A CAPSULE	3	\$361.00	\$1,083.00
SHURE	SHUWL185MBCTQG	CARDIOID LAVALIER MICROPHONE (BLACK)	1	\$119.59	\$119.59
BLUESOUND	BLUB400S	NETWORK MUSIC PLAYER, 4 ZONE, 1U	1	\$1,494.12	\$1,494.12
CRESTRON	CREDMNAX2XLR1G	WALLPLATE, 1-GANG DM NAX AUDIO-OVER-IP W/XLR (BLACK)	2	\$480.59	\$961.18
CRESTRON	CREDMNAXBTIO1G	WALL PLATE, DM NAX AUDIO-OVER-IP W/BLUETOOTH AND ANALOG	1	\$530.88	\$530.88

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Mfg	Model	Description	Qty	Unit Price	Extended Price
		<b>CONTROL SYSTEMS</b>			
CRESTRON	CRECENSWPOE26	SWITCH, 26-PORT MANAGED PoE+	1	\$1,397.65	\$1,397.65
QSC	QSCTSC70G3	CONTROLLER, 7" Q-SYS POE TOUCHSCREEN, IN-WALL MOUNTING	1	\$1,411.76	\$1,411.76
GLOBAL CACHE	GLOIP2CC	CONVERTER, GLOBAL CACHE iTACH WIRED TO CONTACT CLOSURE	1	\$107.35	\$107.35
APPLE COMPUTER	APPMHNR3LLA	IPAD PRO, 12.9", 128GBB, WI-FI + CELLULAR, SPACE GRAY	1	\$879.00	\$879.00
		<b>MISCELLANEOUS</b>			
MIDDLE ATLANTIC	MIDERK2725	RACK, 27 SPACE 25" DEEP WELDED W/REAR DOOR	1	\$620.47	\$620.47
MIDDLE ATLANTIC	MIDPDT1020CNS	POWER STRIP, 10 OUTLET SINGLE 20 AMP THIN FOR RA	1	\$172.06	\$172.06
MIDDLE ATLANTIC	MIDRLNK215	POWER DISTRIBUTION UNIT, 2 OUTLET 15A, IP CTRLR POWER	1	\$247.76	\$247.76
CABLES TO GO	CAB50185	CABLE, 12' PREMIUM HIGH SPEED HDMI	2	\$30.02	\$60.04
CABLES TO GO	CAB50182	CABLE, 6' PREMIUM HIGH SPEED HDMI	5	\$17.66	\$88.30
WINDY CITY WIRE	WINCAT6ASPBLK	CABLE, 23-4P OAS SOL CMP C6A BLK JKT	500	\$0.82	\$410.00
WINDY CITY WIRE	WIN2202SPBLK	CABLE, 22-02 OAS STR CMP BR BLACK (ORDER QTY 500)	500	\$0.18	\$90.00
NEUTRIK	NEUNL4MPXX	CONNECTOR, 4 POLE SPEAKON XX, MALE	4	\$2.98	\$11.92
HOSA	HOSXLR105	CABLE, 5M BALANCED INTERCONNECT XLR3F TO XLR3M	4	\$8.12	\$32.48
WINDY CITY WIRE	WIN1402BLK	CABLE, 14-02 UNS STR BLACK	1250	\$0.52	\$650.00
				<b>Subtotal</b>	<b>\$48,447.76</b>

## Room Support and Maintenance

Elite Maintenance Services - Room; 12-months

**\$3,818.59**

## Device Maintenance

Mfg	Model	Description	Months	Qty	Unit Price	Extended Price
SOUND MACHINE	SOUNDMACHINESUB	1-Year	12	1	\$507.53	\$507.53
PANASONIC DISPLAY	PANPTSVCEXTWAR5YLE	WARRANTY, 5 YEAR SERVICE SUPPORT, EXTENDED TO 5 COVERAGE	12	1	\$56.45	\$56.45
					<b>Subtotal</b>	<b>\$563.98</b>

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<b>Equipment Total</b>	\$48,447.76
<b>Installation Materials</b>	\$2,000.00
<b>Professional Services</b>	\$18,898.00
<b>Direct Costs</b>	\$3,800.29
<b>General &amp; Administrative</b>	\$2,142.36
<b>Services - Room Support and Maintenance</b>	\$3,818.59
<b>Services - Device Maintenance</b>	\$563.98
<b>Subtotal</b>	<b>\$79,670.98</b>

For informational purposes only – all Purchase Orders must match Investment Summary details.

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## Investment Summary

Prepared For:	<b>Shawna Skiles</b>
	City of East Ridge TN 323 Camp Jordan Parkway Chattanooga, TN 37412-4294

Prepared By:	<b>Ryan Kline</b>
Date Prepared:	<b>06/27/2025</b>
Proposal #:	<b>485879-4</b>
Valid Until:	<b>07/28/2025</b>

<b>Total Equipment Cost</b>	<b>\$50,447.76</b>
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Includes cable, connectors, hardware, switches, relays, terminal blocks, panels, etc., to ensure complete and operational system

<b>Professional Integration Services</b>	<b>\$18,898.00</b>
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Includes engineering, project management, CAD, on-site installation and wiring, coordination and supervision, testing, checkout, owner training, etc. performed on the Owner's premises. Also includes all fabrication, modification, assembly, rack wiring, programming, warranties, etc., some performed at AVI-SPL. May include disposal of existing equipment where elected.

<b>Direct Costs</b>	<b>\$3,800.29</b>
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Includes non equipment or labor costs, such as travel expenses, per diem, lift and vehicle rentals

<b>General &amp; Administrative</b>	<b>\$2,142.36</b>
-------------------------------------	-------------------

Includes all G & A expenses: vehicle mileage, shipping and insurance, as applicable

<b>Services - Room Support and Maintenance</b>	<b>\$3,818.59</b>
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Includes post-installation support and maintenance options selected for installed rooms

<b>Services - Device Maintenance</b>	<b>\$563.98</b>
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Includes post-installation maintenance options selected for installed devices

	<b>Subtotal</b>	<b>\$79,670.98</b>
	<b>Tax</b>	<b>Exempt (*)</b>
	<b>Total</b>	<b>\$79,670.98</b>

\* Exemption from sales tax will be recognized only after a valid sales tax exemption certificate or other appropriate documentation of exemption has been provided to and approved by AVI-SPL; otherwise all applicable sales taxes will apply.

### Purchase orders should be addressed to AVI-SPL LLC

Due to global semiconductor ("chip") shortages and supply chain disruptions pricing quoted in this proposal may change. Installation schedules are subject to current (daily) product availability and may be delayed or postponed.

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## Terms and Conditions

This Proposal together with AVI-SPL’s General Terms and Conditions and the applicable Addendum(a) located here and incorporated herein by this reference (collectively the “Agreement”) constitutes the entire agreement between AVI-SPL LLC (“Seller”, “AVI-SPL”, “we”, “us”, “our”) and the buyer/customer identified in the Proposal (“Buyer”, “Customer”, “Client”, “you”, “your”) with respect to its subject matter and supersedes all prior and contemporaneous agreements, representations and understandings of the Parties, written or oral. By signing below, issuing a valid purchase order for the Services and/or Products specified herein or receiving the Products and/or Services specified herein, whichever occurs first, Buyer acknowledges it has read and agrees to the terms of this Agreement. This Agreement shall not be binding upon Seller until accepted by Buyer as set forth in this Agreement and the earlier of Seller’s confirmation in writing of Buyer’s order and Seller’s performance under the applicable Proposal. Any terms and conditions contained in Buyer’s purchase order or any other Buyer-provided documents related to this transaction shall have no effect and are hereby rejected. Notwithstanding anything herein to the contrary, if a master services agreement signed by both Parties is in effect covering the sale of the Services and/or Products that are the subject of this Proposal, the terms and conditions of said agreement shall prevail to the extent they conflict or are inconsistent with this Agreement.

## Billing and Payment Terms

Unless otherwise agreed in writing by Buyer and Seller in the Proposal, the total Proposal price, excluding the price for Stand-alone Services (as defined in this section), shall be billed as follows, subject to continuing credit approval: 50% down payment at time of order, 40% upon delivery at Seller; 10% upon project completion and Buyer sign-off or first beneficial use, whichever occurs first, payable net 30 from Buyer’s receipt of invoice. For purposes of this Agreement, “Stand-alone Services” means any Services not attached to an installation project. Billing and payment terms for Stand-alone Services are set forth in the applicable Service Addendum(a). Unless otherwise specified in the Proposal, Products are sold F.O.B. origin-Buyer to pay all shipping charges. If this Proposal covers Products or Services for more than one system, room, suite, or location, for purposes of payment in accordance with payment terms stated on the face hereof each room, suite, or location shall be treated as if the subject of a separate sale and payment made accordingly. Unless otherwise specified in the Proposal, all pricing and amounts are in US Dollars and all billing and payment shall be made in US Dollars.

Link to AVI-SPL Terms and Conditions: <https://avispl.com/terms-of-use/>

## Buyer Acceptance

\_\_\_\_\_  
Buyer Legal Entity

\_\_\_\_\_  
Buyer Authorized Signature

\_\_\_\_\_  
Buyer Authorized Signatory Title

\_\_\_\_\_  
Buyer Authorized Signatory Name

\_\_\_\_\_  
Date

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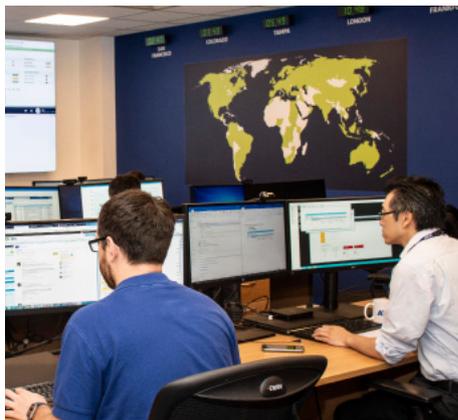
# Global Support and Maintenance

AVI-SPL's Global Support and Maintenance services relieve you of the day-to-day burden of maintaining your collaboration technology estate, keeping your teams connected, and concentrated on delivering business value.

## Elite Support

Our Elite services give you an extra level of onsite responsiveness and support with:

- **Unlimited onsite support M-F, 8am-5pm\***
- **Unlimited remote help desk support – available globally 24x7x365**
- Facilitation of manufacturer repair or replacement programs – **let us navigate your warranty terms**
- **Software and firmware updates** managed remotely for covered assets



## Global Support Operations Centers

- AVI-SPL's Global Support Operations Centers (GSOCs) deliver live help desk support 24x7x365.
- Offering quick and efficient email, phone, and portal communications options.
- The GSOCs will diagnose a problem, implement a repair remotely, or escalate to a specialist.

**Repair/Replacement Facilitation** – Some equipment may be repairable or replaced at no charge under the manufacturer's warranty. The help desk will assist in arranging the return of the defective equipment to the manufacturer for service/replacement as applicable.

**Software Updates and Upgrades** – access to the help desk for software updates and upgrades remotely available per manufacturer recommendation. Updates are provided on an as needed basis. Once an issue is reported, the remote help desk coordinates with you and the manufacturer to determine the best course of action. If a programmer is required, additional charges may apply at the applicable rate for those services.

**Unlimited Onsite Support** – available Monday through Friday, 8 a.m. - 5 p.m.\*, excluding holidays, with travel included. Where applicable, AVI-SPL will provide a two-business day onsite response following the help desk's determination that an onsite dispatch is needed.

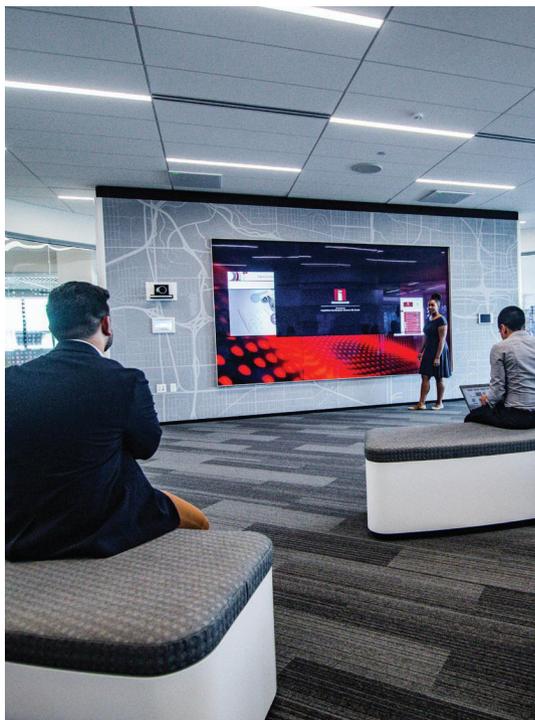
\*Local standard time excluding AVI-SPL holidays.

# Integration Inclusions and Exclusions

## Inclusions

The following items are **included** in this proposal unless **specifically noted otherwise** within this proposal document or scope of work statement:

- All equipment, wire, and accessories required for a fully functional audio/visual system per the agreed upon scope of work.
- Non-union labor associated with audio/visual system engineering, installation, programming, and testing.
- Documentation package including complete as-built AV system diagrams, and manufacturer's operation manuals.
- Coordination and cooperation with the construction team in regard to installing the system.
- User demonstration of full AV system operation for final sign-off.



Any additional trips, labor, or materials due to failure of the other workforces to have the audiovisual system rough-in work completed as anticipated and previously confirmed, will be added to the project billing as required.

Unless otherwise agreed in writing by AVI-SPL, all work performed by AVI-SPL will take place between the hours of 8:00 a.m. and 6:00 p.m. local time, Monday through Friday, excluding public and bank holidays. If AVI-SPL is required to perform work outside of these hours, customer will be charged AVI-SPL's standard overtime rates. Any changes in the hours or days of performance must be agreed to in writing by AVI-SPL.

Where applicable, the owner's architect will provide AVI-SPL's engineering department with all required architectural floor, reflected ceiling, building elevation, and section plans in AutoCAD® format at no charge to AVI-SPL.

## Exclusions

The following items are **excluded** from this proposal **unless specifically identified otherwise** within this proposal document or scope of work statement.

- All conduits, high voltage wiring panels, breakers, relays, boxes, receptacles, etc. Any related electrical work including, but not limited to, 110VAC, conduit, core drilling, raceway, and boxes.
- Voice/data cabling, IE analogue phone lines, ISDN lines, network ports, etc.
- Network connectivity, routing, switching, and port configuration necessary to support audiovisual equipment.
- Concrete saw cutting and/or core drilling.
- Fire wall, ceiling, roof and floor penetration, patching, removal, or fire stopping.
- Necessary sheet rock replacement, ceiling tile, T-bar replacement, and/or wall/ceiling repair.
- Any and all millwork (moldings, trim, etc.). All millwork or modifications to project millwork/furniture to accommodate the AV equipment is to be provided by others.
- Painting, patching, or finishing, of architectural surfaces.
- Permits (unless specifically provided for elsewhere in this proposal document or scope of work statement).
- Engineered (P.E.) seals and/or stamped structural/system details.
- HVAC and plumbing relocation.
- Rough-in, bracing, framing. or finish trim carpentry for installation.
- Cutting, structural welding, or reinforcement of structural steel members required for support of assemblies, if required.
- Owner furnished equipment or equipment furnished by others that is integrated into the systems (as described above) is assumed to be current, industry acceptable, and in good working order. If it is determined that this equipment is faulty upon installation, additional project charges may be incurred.
- Additional or specific manufacturer’s “User Adoption” training.
- Additional costs for union labor.



## **RESOLUTION NO. 3732**

### AGENDA MEMORANDUM AMENDMENTS TO THE HR RULES AND REGULATIONS

August 28, 2025

Submitted By:

Michelle Sinigaglio, Human Resources Director

SUBJECT:

The City of East Ridge Human Resources Rules and Regulations must be updated from time to time as the needs of the City change and/or when new legislation intersects with employee regulations. SB0279 of the State of TN amends TCA 8-33-101 by further defining a “working day”.

As a result, the proposed changes to the HR Rules and Regulations at this time are limited to:

- Section V, letter I – update and amend the Military Reservists Leave

## RESOLUTION NO. 3732

### A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3241, WHICH APPROVED THE HUMAN RESOURCES REGULATIONS

WHEREAS, Resolution No. 3241, approving the City of East Ridge Human Resources Regulations, was adopted on February 24, 2022; and

WHEREAS, it is necessary to amend the Human Resources Regulations from time to time in order to keep the Regulations up to date.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE that Resolution No. 3241 is hereby amended to reflect the following revisions to the Human Resources Regulations in the words and phrases as follows:

*OLD:*

#### **SECTION V – LEAVE POLICIES**

##### **I. MILITARY RESERVISTS LEAVE**

Any employee who is member, or may become a member of any reserve component of the armed forces of the United States or of the Tennessee Army and Air National Guard will be entitled to a leave of absence from their respective duties for periods of military service during which they are engaged in the performance of duty or training in the service of this state, or of the United States, under competent orders. While on such leave, the employee will be granted paid leave up to 160 hours in any single (1) calendar year.

In addition to the leave of absence provided above, employees who are members of the Tennessee army and air national guard on active state duty or the Tennessee state guard and civil air patrol shall be entitled to an unpaid leave of absence from their respective duties, without loss of time, pay not specifically related to leave of absence time, regular leave or vacation, or impairment of efficiency rating for all periods of service during which under competent orders he/she is engaged in the performance of duty or training in the service of this state, including the performance of duties in an emergency.

Qualified employees who seek paid leave under this policy must provide the official order calling for their service or training to their supervisor. Employees will receive full compensation for a period of 160 hours of military leave each calendar year, excluding holidays and scheduled off days. Such leave will not be charged to any form of accrued paid leave. An employee requesting military leave shall provide the city the dates for training and travel time in advance. After the 150 hours of full compensation, members of any reserve component of the armed forces of the United States, including members of the Tennessee army and air national guard, may use up to five (5) days of sick leave (48 hours for those on

a 12 or 24 hour shift) in lieu of vacation leave for the purposes of not having to take leave without pay.

Pursuant to T.C.A. § 42-7-102, members of the United States air force auxiliary civil air patrol who participate in a training program for the civil air patrol, or in emergency and disaster services, as defined in T.C.A. § 58-2-101, are entitled to a leave of absence with pay for a period of not more than fifteen (15) days during a calendar year for such purposes if the leave of absence is at the request of the employee's wing commander or the wing commander's designated representative. Employees granted leave are entitled to their regular salary during the time that they are away from their regular duties. All the rights and benefits of the employee continue as if a leave of absence had not been granted.

*NEW:*

## **SECTION V – LEAVE POLICIES**

### **I. MILITARY RESERVISTS LEAVE**

Any employee who is a member or may become a member of any reserve component of the armed forces of the United States or of the TN Army and Air National Guard will be entitled to a leave of absence from their respective duties for periods of military service during which they are engaged in the performance of duty or training in the service of this state, or of the United States, under competent orders. While on such leave, the employee will be granted paid leave up to twenty (20) working days per calendar year.

Qualified employees who seek leave under this policy must provide the official order calling for their service or training to their supervisor. Employees serving in the National Guard or Military Reserve will receive full compensation for a period of twenty (20) working days of military leave each calendar year, excluding holidays and scheduled days off. Such leave will not be charged to any form of accrued paid leave. After the twenty (20) working days of full compensation, members of any reserve component of the armed forces of the United States, including members of the TN army and air national guard, may use up to five (5) days of sick leave in lieu of accrued paid leave/vacation time for the purposes of not having to take leave without pay.

### **Active State Duty: Army/Air National Guard and TN State Guard, Civil Air Patrol**

In addition to the leave of absence provided above, employees who are members of the TN army and air national guard on active state duty or the TN state guard and civil air patrol shall be entitled to an unpaid leave of absence from their respective duties, without loss of time, pay not specifically related to leave of absence time, regular leave or vacation, or impairment of efficiency rating for all periods of service during which under competent orders he/she is engaged in the performance of duty or training in the service of this state, including the performance of duties in an emergency.

Pursuant to T.C.A. § 42-7-102, members of the United States air force auxiliary civil air patrol who participate in a training program for the civil air patrol, or in emergency and disaster services, as defined in T.C.A. § 48-2-101, are entitled to a leave of absence with pay for a period of not more than fifteen (15) working days during a calendar year for such purposes if the leave of absence is at the request of the employee's wing commander or the wing commander's designated representative. Employees granted leave are entitled to their regular salary during the time that they are away from their regular duties. All the rights and benefits of the employee continue as if a leave of absence had not been granted. It is the responsibility of the employee to plan with their department head for leave to attend monthly meetings on a regular off-time, with the expectation that the paid leave granted herein will be applied to the annual training periods required for reservists.

**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 to Form:

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

## I. Military Reservists Leave – Comparison Table

Topic	OLD Policy	NEW Policy
<b>Who Qualifies</b>	Any employee who is or may become a member of any reserve component of the U.S. Armed Forces or the TN Army and Air National Guard	Same wording, slightly modernized for readability
<b>Paid Leave Entitlement</b>	Up to <b>160 hours</b> per calendar year	Up to <b>20 working days</b> per calendar year
<b>Holidays &amp; Off-Days</b>	Excludes holidays and scheduled off days	Same – explicitly stated
<b>After Paid Leave is Used</b>	May use up to 5 days of sick leave	Same
<b>Documentation Requirement</b>	Must provide <b>official orders</b> to supervisor	Same requirement stated
<b>Active State Duty Provision</b>	Specifies unpaid leave for National Guard on active state duty or Civil Air Patrol without loss of status or impairment	Same provision; <b>added header “Active State Duty: Army/Air National Guard and TN State Guard, Civil Air Patrol”</b> for clarity
<b>Civil Air Patrol Leave</b>	Up to <b>15 days per calendar year</b> for training/emergency services under T.C.A. § 42-7-102	<b>Clarifies “working days”</b> , cites T.C.A. § 48-2-101, adds coordination responsibility with department head
<b>Leave to Attend Monthly Meetings</b>	Not addressed	<b>New requirement:</b> Employee must plan with department head to attend monthly meetings

**RESOLUTION NO. 3733**

**AGENDA MEMORANDUM**

**Authorization to Advertise for Bids  
City Hall Roof Replacement**

**August 14, 2025**

Submitted by:

*Chris Gilbert*

Building Maintenance Supervisor

The City of East Ridge is looking for contractors to place bids on work needing to be done at City Hall. The Administration roof has several leaks in various spots throughout. That section of the roof is roughly 4,500 square feet and the needed repairs would be at least 2,000 square feet. Due to the repair being about 50% of the roof, its age, and it being the last section of City Hall needing to be replaced, we are asking to have the whole roof replaced instead of repaired.

**RESOLUTION NO. 3733**

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL  
AUTHORIZING THE CITY MANAGER TO ADVERTISE  
FOR BIDS FOR THE REPLACEMENT OF A PORTION  
OF THE ROOF AT THE EAST RIDGE CITY HALL**

**WHEREAS**, the Administration section of the City Hall roof, which is approximately 4,500 square feet, has developed several leaks throughout; and

**WHEREAS**, it has been determined that repairs would require at least 2,000 square feet of roofing, which represents nearly 50% of the section; and

**WHEREAS**, due to the age of the roof, the extent of required repairs, and the fact that this is the last remaining section of City Hall that has not been replaced, staff recommend replacing the entire Administration roof rather than conducting partial repairs; and

**WHEREAS**, since this is not a budgeted item, the City Manager is asking for authorization to advertise for bids to replace the roof at the East Ridge City Hall.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE**, that the City Manager is hereby authorized to advertise for bids for the replacement of the roof over the Administration section of East Ridge City Hall.

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

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

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

Attest:

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

Approved as to Form:

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

ORDINANCE NO. \_\_\_\_\_

AGENDA MEMORANDUM

Code Adoption

Date: September 11th, 2025

Submitted by:

  
Michael Howell, Chief Building Official

SUBJECT:

The Tennessee State Fire Marshal's Office requires exempt municipalities to adopt codes within seven (7) years of the most current published edition pursuant to the Tennessee Code Annotated § 68-120-101(b)(5)(A).

The City of East Ridge last adopted the 2017 edition of the National Electrical Code through Ordinance 1096 on February 28, 2019. To remain in compliance with state requirements, we now need to adopt the 2023 National Electrical Code edition. This helps ensure we're keeping up with current life safety standards and maintaining consistency with other exempt jurisdictions across the state.

The adoption of the 2023 National Electrical Code will go into effect on January 1, 2026, giving contractors ample time to adjust to the newly adopted 2023 NEC requirements and amendments.

RESOLUTION NO. \_\_\_\_\_

AGENDA MEMORANDUM  
YMCA FACILITY AT CAMP JORDAN PARK  
A Capital Campaign Feasibility Study

September 11, 2025

Submitted By:

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

SUBJECT:

A meeting was held on Friday, August 22, 2025 between representatives from the YMCA of Metropolitan Chattanooga, ASA Engineering, City of East Ridge, and State Representative Esther Helton Haynes for the purpose of continued discussions on the potential location of a YMCA in Camp Jordan Park. Rich Zingale, consultant to the YMCA, presented a schematic plan of the proposed facility to the group.

The next step in the process is to find out answers to the question as to “how much can we raise?” In essence, the commission of a capital campaign feasibility study. Attached hereto please find a proposal from Triangle 2 to perform such a study. The study cost fee would be \$30,000; possibly to be split between the City and the YMCA.

Attachments

JSM/

# EXPLORING THE FUTURE OF THE EAST RIDGE YMCA: A Capital Campaign Feasibility Study

YMCA of Metropolitan Chattanooga  
East Ridge location



Triangle2

 [www.Triangle2.com](http://www.Triangle2.com)



Kim Looby  
August 2025

# WHO WE ARE



Triangle2

Triangle2 Solutions is a strategic consulting firm that helps organizations achieve measurable success through intelligence and innovation. With over two decades of experience, we specialize in data analytics, strategic planning, leadership development, philanthropy and stakeholder engagement—always delivering custom solutions backed by research, collaboration, and results. Learn more about our solutions at [Triangle2.com](http://Triangle2.com).

25

Years of operations

500+

Happy clients

# OUR SOLUTIONS

Triangle2 provides an integrated set of solutions to help nonprofit organizations achieve Mission Success driven by four operating principles.

Mission Success is the magnitude of the measurable results an organization produces that is promised in their mission statement and plans.



# UNLOCKING YOUR CAMPAIGN POTENTIAL

You've envisioned something transformative for your community — and this study is an important step in making it real. We'll explore the resonance of your vision, build relational momentum with key stakeholders, and assess your readiness for a successful capital campaign. We believe in listening first, then mapping a path forward together.

Through case development, planning exercises, confidential interviews, and stakeholder engagement, you'll gain:

- Deeper understanding of donor capacity and enthusiasm
- A prioritized roadmap of your most viable prospects
- Insights into key message alignment and case framing
- Strategic recommendations tailored to your organization's strengths

## Our Collaborative Approach

At Triangle2, we view the feasibility study not just as a data-gathering exercise, but as a powerful moment to deepen relationships and build momentum. That's why we invite the YMCA CEO to join us in donor interviews—so they can personally share the organization's vision and values. These conversations aren't just informational; they're relational. Each one is a chance to strengthen the bond between the Y and its prospective champions.

We bring focused expertise in three critical areas that shape the success of every feasibility study:

### The Right Plan

We begin by reviewing your capital project scope, fundraising goals, and business planning process to ensure all foundational elements are aligned. Our goal is to help you present a well-developed, credible plan that inspires confidence among top donors. We'll also assist in identifying potential funding partners—public, private, or philanthropic—who may be aligned with your mission and ready to invest.

### The Right People

We guide your team through a thorough prospect identification and rating process to ensure the study includes the most strategic voices. Our research will help uncover new prospects, and for YMCAs with a robust member or program base, we recommend a wealth screening to assess giving capacity. This not only informs your capital strategy—it strengthens your annual campaign efforts as well.

### The Right Story

Your case for support is your first impression. We'll help you craft messaging that is clear, concise, and emotionally resonant—one that reflects the heart of your YMCA and the urgency of your vision. Whether it's a new facility, expanded programming, or a transformational initiative, we'll ensure your story connects and compels.

Together, we'll build a feasibility study that's not only informative—but catalytic. One that lays the groundwork for a successful campaign and lasting donor engagement.



# OUR APPROACH WITH YOU

We're honored to partner with you as you pursue the bold and inspiring vision for the potential East Ridge YMCA. Our first step together will be to determine the appropriate campaign size—grounded in both aspiration and data. From there, our feasibility study will help answer the essential questions that shape a successful campaign strategy:

## **Organizational Readiness**

- Do you have the internal systems, staffing structure, and volunteer engagement needed to support a major capital campaign?
- Are your annual campaign indicators strong enough to serve as a foundation for expanded fundraising?

## **Community Perception & Donor Alignment**

- How is your YMCA perceived among potential donors?
- Does the Y rank among their philanthropic priorities, and how does your mission resonate with their values?

## **Project Clarity & Consensus**

- Is there broad agreement on your capital project plans and the community needs they address?
- Are donors likely to designate their support toward specific elements of the project?

## **Prospect Depth & Campaign Viability**

- Are there sufficient prospects at the giving levels required to substantiate a multi-million campaign?
- What does your current base reveal about capacity, and where might new opportunities lie?

## **Campaign Structure & Leadership**

- What campaign structure will best support your goals—phasing, pacing, and positioning?
- Can the East Ridge YMCA in Chattanooga, TN attract the caliber of volunteer leadership needed to elevate visibility and credibility?

## **External Environment**

- What economic, philanthropic, and competitive factors may influence your campaign's timing and success?

Triangle2 will apply its expertise in donor engagement, strategic partnerships, and data synthesis to determine whether the region can sustain a campaign of the projected scope and scale.

Based on our analysis of these key areas, we will deliver clear, actionable recommendations to help you structure a campaign that is both ambitious and achievable.

# IMPLEMENTATION PLAN & TIMELINE

## Key Deliverables

Triangle2's campaign feasibility studies typically engage over 100 individuals through a combination of online surveys and in-depth interviews. We will work closely with your team to determine the optimal number of interviews based on your project scope and donor landscape, with a target of 25–30 individual interviews to support campaign readiness.

### Stakeholder Engagement & Preparation

- Volunteer Task Force Support: Provide training and strategic guidance to activate a volunteer-led study task force.
- Case for Support Development: Craft a concise, compelling presentation that clearly communicates your vision, impact, and funding priorities.
- Prospect Pre-Read Packet: Design and distribute a tailored information packet to interviewees in advance, ensuring informed and meaningful conversations.

### Data Collection & Analysis

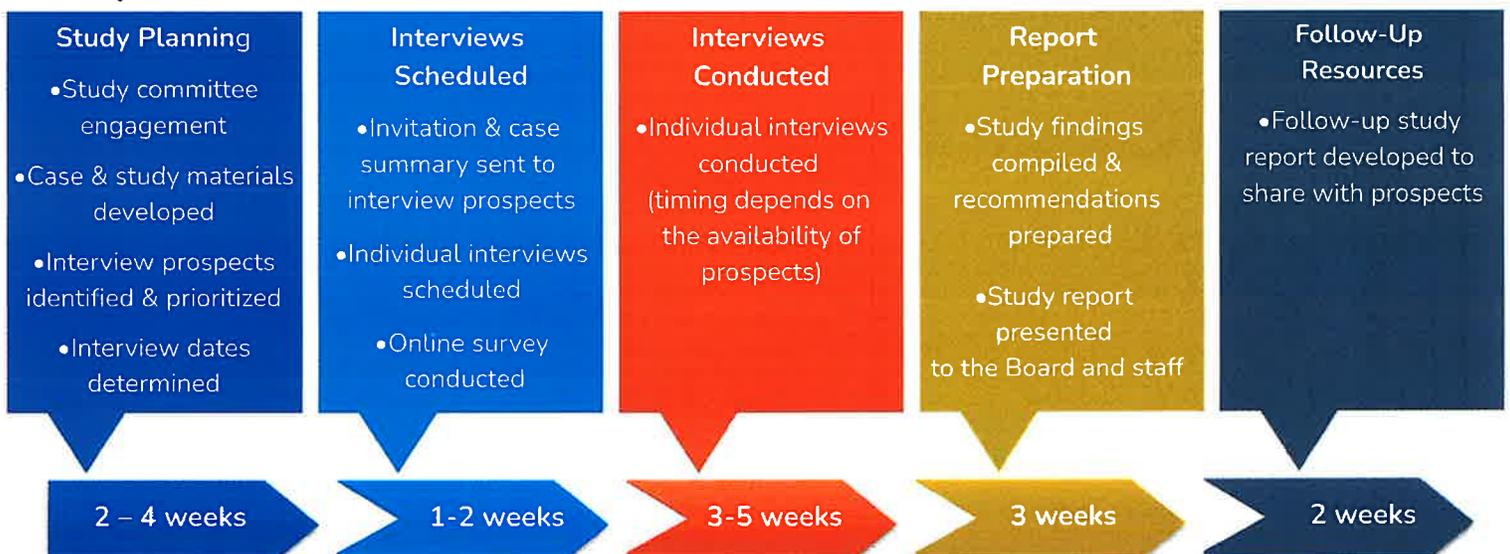
- Donor Capacity & Wealth Screening: Use donor giving history, local demographic data, giving trends and donor and member wealth screening to identify giving capacity for the campaign.
- Individual Interviews: Assess and prioritize prospective donors, community leaders, etc. for final interview list. Conduct confidential interviews with 25–30 key prospects.
- Online Stakeholder Survey: Gather insights from board members and other key stakeholders via a customized online questionnaire.

### Final Report & Strategic Recommendations

Delivered on-site, our comprehensive study report will include:

- Key findings and actionable recommendations
- Suggested campaign goal and timeline
- Donor interest levels, including potential for planned giving
- Refined messaging and recommendations for the Case for Support
- A list of recommended campaign leaders for consideration
- Campaign prospect list with cultivation strategies
- Proposed campaign organizational structure

## Key Milestones



# PROJECT PARTNERS & FEE STRUCTURE

Triangle2 Solutions is uniquely equipped to guide The YMCA of Metropolitan Chattanooga through this pivotal project. With decades of experience in feasibility studies, capital campaigns, and community engagement for YMCAs, foundations, and nonprofits, our team delivers expertise you can trust.

We've worked with leaders in youth development, community engagement, health, and philanthropy to create scalable, community-focused solutions. Our approach combines in-depth research, strategic facilitation, and stakeholder-focused messaging to address unique opportunities and challenges.

With a proven track record in managing multi-million-dollar capital projects, branding campaigns, strategic planning and pricing studies, Triangle2 brings analytical precision and hands-on leadership. We deliver actionable strategies that help communities thrive.

## **Campaign Consultant: Kim Looby, Senior Consultant**

Kim brings more than 30 years of YMCA leadership, national consulting, and business development expertise. Her track record includes leading successful annual and capital campaigns, securing over \$30 million in program funding. With deep sector knowledge and a strategic mindset, Kim partners with clients to strengthen their financial development efforts and advance their charitable mission with clarity and impact.

## **Campaign Consultant: Teri McGuill, CFRE, Senior Consultant**

Teri is seasoned executive and philanthropic leader with over three decades of experience in nonprofit fundraising and consulting. With over 20 years of YMCA experience, including Chief Development Officer, she brings a robust background in community building, relationship management, and fundraising, with a proven ability to identify, secure, and manage resources to effectively support organizational missions.

## **STUDY FEES**

Our pricing ensures quality and value, delivering feasibility studies that lead to clear paths forward and campaign materials that resonate with funders and community leaders.

- **Study Fee:** \$30,000 (includes interviews, survey tools, case for support presentation, and wealth screening of up to 1,000 donor records)
- **Payment Schedule:** 50% at project start; remaining balance upon report delivery
- **Travel Costs:** Travel expenses are billed separately and in addition to the Study Fee. Triangle2 estimates these expenses to be no more than \$6,000.

The proposal includes the design of a prospect pre-read packet. Any additional graphic design work will be scoped separately and billed in addition to the professional fees. Triangle2 will provide cost estimates for approval before initiating any design work. The client will be invoiced for professional fees and reimbursement of approved expenses at the start and completion of the project.



# ACKNOWLEDGEMENT & AGREEMENT

Triangle2 Solutions is committed to delivering every phase of the project on time, within budget, and to the client's full satisfaction.

Kim Looby will lead the effort as project manager, providing strategic guidance and hands-on consulting throughout. She will collaborate closely with Y staff to ensure the process stays on track and achieves the intended outcomes. Teri McGill will support the project on behalf of Triangle2, backed by the full strength and expertise of the Triangle2 team.

## Data Policy

The client agrees to share necessary data, such as current and former donor and member names as needed for the project. Triangle2 understands and agrees that, under no circumstances, shall the data be used for any purpose other than the work for which the client has retained it. Data will not be shared with or sold to any third party. After two years or upon the earlier request of the client, the supplied data shall be purged from all Triangle2 systems.

## Agreement

Triangle2 Solutions appreciates the opportunity to explore a potential partnership with The YMCA of Metropolitan Chattanooga. We bring deep sector expertise and a flexible, mission-aligned approach to consulting—ready to support your evolving goals with clarity, care, and strategic insight.

Should you choose to move forward, our work together would be grounded in shared values and a commitment to strengthening the YMCA's community impact through thoughtful execution and collaborative planning.

08/22/2025

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Kim Looby  
Senior Consultant  
Triangle2 Solutions

Date

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Tripp McCallie  
Chief Development Officer  
YMCA of Metropolitan Chattanooga

Date



**RESOLUTION NO. \_\_\_\_\_**

AGENDA MEMORANDUM

**Crime Suppression Vehicle Purchase**

Date: 09/11/2025

Submitted by:

Clint Uselton, Police Chief  
Name, Title

SUBJECT:

The East Ridge Police Department requests approval to purchase two (2) 2025 Ford Explorer SUVs from Lonnie Cobb Ford, under state contract SWC 209. These vehicles will be outfitted for use by the Crime Suppression unit.

Each vehicle is priced at \$50,025.00, bringing the total purchase price to \$100,050.00. \$18,290.00 (installed police equipment) will be taken from the drug fund and \$81,760.00 (vehicle purchase price) will be taken from the general fund. This purchase was included in the budget for the current fiscal year.

Attachment: vehicle quote



Prepared by: STEVEN BLACKSTOCK  
07/24/2025

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

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## 2025 Explorer 4dr 4x4 Active (K8D)

Price Level: 530

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### Re: Vehicle Proposal 07/24/2025

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To Whom It May Concern,

Thank you very much for your interest in acquiring a vehicle from our dealership. We concur that your interest is well deserved. We hope that an outstanding product lineup and our dedication to customer service will enhance your ownership experience should you decide to buy a vehicle from us.

Attached, please find additional information that I hope will assist you in making a more informed decision. Please feel free to contact me at any time as I would truly appreciate the opportunity to be of service to you.

Sincerely,

**STEVEN BLACKSTOCK**

SWC 209  
Lonnie Cobb Ford contract # 84711



Prepared by: STEVEN BLACKSTOCK  
07/24/2025

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

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## 2025 Explorer 4dr 4x4 Active (K8D)

Price Level: 530

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# Warranty

### Standard Warranty

#### *Basic Warranty*

Basic warranty ..... 36 months/36,000 miles

#### *Powertrain Warranty*

Powertrain warranty ..... 60 months/60,000 miles

#### *Corrosion Perforation*

Corrosion perforation warranty ..... 60 months/unlimited

#### *Roadside Assistance Warranty*

Roadside warranty ..... 60 months/60,000 miles

#### *Accessories Warranty*

Accessories warranty ..... 36 months/36,000 miles

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Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: STEVEN BLACKSTOCK  
07/24/2025

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

## 2025 Explorer 4dr 4x4 Active (K8D)

Price Level: 530

### As Configured Vehicle

Code	Description	MSRP
K8D	Base Vehicle Price (K8D)	\$41,755.00
200A	<b>Equipment Group 200A Standard Package</b> <i>Includes:</i> - Engine: 2.3L EcoBoost I-4 <i>Includes auto start-stop technology.</i> - Transmission: 10-Speed Automatic - 3.58 Non-Limited Slip Rear Axle - Tires: P255/65R18 AS BSW <i>Includes mini spare.</i> - Wheels: 18" Sparkle Silver-Painted Aluminum - Unique Heated Cloth Captain's Chairs <i>Includes 10-way power driver (power function for tilt, lumbar and recline) and 4-way power passenger with manual recline.</i> - Radio: AM/FM Stereo <i>Includes MP3 capability, 6 speakers, speed-compensated volume, SiriusXM with 360L and 3-month prepaid subscription (service is not available in Alaska and Hawaii), Ford digital experience with 13.2" color LCD touchscreen in IP center-stack, Alexa built-in, Google Assistant, Google Maps and Google Play, pinch-to-zoom capability, 911 Assist, Apple CarPlay and Android Auto wireless compatibility. Note: SiriusXM services require a subscription, sold separately by SiriusXM after the trial period. Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe. If you decide to continue service, the subscription plan chosen will automatically renew and be charged according to your chosen payment method at the then-current rates. Fees and taxes apply. See the SiriusXM customer agreement and privacy policy at <a href="http://www.siriusxm.com/">http://www.siriusxm.com/</a> www.siriusxm.com for full terms and how to cancel, which includes online methods or calling 1-866-635-2349. Available in the 48 contiguous United States, D.C., and Puerto Rico (with coverage limits and capable receiver). Visit <a href="http://www.siriusxm.com/FAQS">http://www.siriusxm.com/FAQS</a> for most current service area information. Availability of some services and features is subject to device capabilities and location restrictions. All fees, content and features are subject to change. SiriusXM, Pandora and all related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries.</i>	N/C
99H	<b>Engine: 2.3L EcoBoost I-4</b> <i>Includes auto start-stop technology.</i>	Included
44T	<b>Transmission: 10-Speed Automatic</b>	Included
STDAX	<b>3.58 Non-Limited Slip Rear Axle</b>	Included
STDTR	<b>Tires: P255/65R18 AS BSW</b> <i>Includes mini spare.</i>	Included
STDWL	<b>Wheels: 18" Sparkle Silver-Painted Aluminum</b>	Included
8	<b>Unique Heated Cloth Captain's Chairs</b> <i>Includes 10-way power driver (power function for tilt, lumbar and recline) and 4-way power passenger with manual recline.</i>	Included
PAINT	<b>Monotone Paint Application</b>	STD
119WB	<b>119.1" Wheelbase</b>	STD
STDRD	<b>Radio: AM/FM Stereo</b>	Included

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



Prepared by: STEVEN BLACKSTOCK  
07/24/2025

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2025 Explorer 4dr 4x4 Active (K8D)

Price Level: 530

As Configured Vehicle (cont'd)

Code	Description	MSRP
	<p>Eligible 2025 model-year vehicle receive complimentary access to 3-years of Alexa built-in and 1-year of Ford premium connectivity connected service plan enabling Google Assistant, Google Maps and Google Play which begins on the new warranty start date. Evolving technology/cellular networks/vehicle capability may limit functionality and prevent operation of connected features.</p> <p><i>Includes MP3 capability, 6 speakers, speed-compensated volume, SiriusXM with 360L and 3-month prepaid subscription (service is not available in Alaska and Hawaii), Ford digital experience with 13.2" color LCD touchscreen in IP center-stack, Alexa built-in, Google Assistant, Google Maps and Google Play, pinch-to-zoom capability, 911 Assist, Apple CarPlay and Android Auto wireless compatibility. Note: SiriusXM services require a subscription, sold separately by SiriusXM after the trial period. Your SiriusXM service will automatically stop at the end of your trial unless you decide to subscribe. If you decide to continue service, the subscription plan chosen will automatically renew and be charged according to your chosen payment method at the then-current rates. Fees and taxes apply. See the SiriusXM customer agreement and privacy policy at <a href="http://www.siriusxm.com/">http://www.siriusxm.com/</a> <a href="http://www.siriusxm.com">www.siriusxm.com</a> for full terms and how to cancel, which includes online methods or calling 1-866-635-2349. Available in the 48 contiguous United States, D.C., and Puerto Rico (with coverage limits and capable receiver). Visit <a href="http://www.siriusxm.com/FAQS">http://www.siriusxm.com/FAQS</a> for most current service area information. Availability of some services and features is subject to device capabilities and location restrictions. All fees, content and features are subject to change. SiriusXM, Pandora and all related logos are trademarks of Sirius XM Radio Inc. and its respective subsidiaries.</i></p>	
425	50 State Emissions System	STD
8H_02	Dark Gray/Onyx w/Unique Heated Cloth Captain's Chairs	N/C
YZ_02	Oxford White	N/C
light package	admin light package w/ half cage	\$8,750.00
tint	tint - including full windshield	\$395.00
<b>SUBTOTAL</b>		<b>\$50,900.00</b>
Destination Charge		\$1,595.00
<b>TOTAL</b>		<b>\$52,495.00</b>

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.



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07/24/2025

Lonnie Cobb Ford | 1618 Highway 45 North Henderson Tennessee | 383404005

2025 Explorer 4dr 4x4 Active (K8D)

Price Level: 530

## Pricing Summary - Single Vehicle

		<b>MSRP</b>
<i>Vehicle Pricing</i>		
Base Vehicle Price		\$41,755.00
Options		\$0.00
Colors		\$0.00
Upfitting		\$9,145.00
Fleet Discount		\$0.00
Fuel Charge		\$0.00
Destination Charge		\$1,595.00
<b>Subtotal</b>		<b>\$52,495.00</b>
<i>Pre-Tax Adjustments</i>		
<b>Code</b>	<b>Description</b>	<b>MSRP</b>
fleet discount	fleet discount	-\$2,470.00
<b>Total</b>		<b>\$50,025.00</b>

\_\_\_\_\_  
Customer Signature

\_\_\_\_\_  
Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

**RESOLUTION NO. \_\_\_\_\_**

AGENDA MEMORANDUM

**Fingerprint System Purchase**

Date: 09/11/2025

Submitted by:

Clint Uselton, Police Chief

Name, Title

SUBJECT:

The East Ridge Police Department requests approval to purchase an Eagle Print fingerprint system from Eagle Advantage Solutions, Inc. for \$13,180.86.

The fingerprint system will increase efficiency in procuring and submitting fingerprint data to the state. Currently, ERPD still employs ink and fingerprint cards for submissions. This purchase will incur a continuing subscription fee of \$2,769.69 per year in future budgets. This purchase was included in the budget for the current fiscal year.

Attachment: Eagle Advantage quote.



# Eagle Advantage Solutions, Inc.

133 Parkwood Circle  
Carrollton, Georgia 30117  
Phone: (770) 834-5283 Fax: (770) 834-5284

# Quote

Quote#	: <b>080725JH1312</b>	Sales person	: <b>Julie Hamilton</b>
Order Date	: <b>08/07/2025</b>		
Terms	: <b>Due on Receipt</b>		

Bill To	Ship To
<b>East Ridge Police Department</b> Sue Cross 4214 Ringgold Road East Ridge, Tennessee 37412 Bill To Phone: 423-867-3718 Bill To Email: scross@eastridgetn.gov Third Party Payer:No Third Party Payer Name:	East Ridge Police Department Kris Kimsey 4214 Ringgold Road East Ridge, Tennessee 37412 Ship To Phone: 423-867-3718 Ship To Email: kkimsey@eastridgetn.gov

#	Item & Description	Qty	Unit Price	Amount
1	Eagle*Print Criminal and Applicant 10-Print System (Desktop) <ul style="list-style-type: none"> <li>• Green Bit DactyScan 84c 10-Print Scanner</li> <li>• Dell Tower PC</li> <li>• 24" Flat-Screen Monitor</li> <li>• UPS Battery Backup &amp; Network Switch</li> <li>• Lexmark MS821dn Printer</li> <li>• Eagle Print Software</li> </ul>	1.00	8,538.97	8,538.97
2	Zebra DS8108-DL Bundle <ul style="list-style-type: none"> <li>• Includes Zebra DS8108-DL, Interface Cable (Zebra CBA-U21-S07ZBR USB Cable), and Configuration</li> </ul>	1.00	541.20	541.20
3	Annual Support & Hardware Warranty <ul style="list-style-type: none"> <li>• Annual support subject to change.</li> </ul>	1.00	2,769.69	2,769.69
4	Install & Configuration <ul style="list-style-type: none"> <li>• Configure, deliver, and install system at agency location.</li> </ul>	3.00	266.20	798.60
5	Training <ul style="list-style-type: none"> <li>• Train users on using the software and hardware.</li> </ul>	0.25	2,129.60	532.40
6	Notes: <ul style="list-style-type: none"> <li>• Eagle*Print software meets TBI specifications for electronic fingerprint submissions.</li> </ul>	1.00	0.00	0.00

Notes	Sub Total	13,180.86
	<b>Total</b>	<b>\$13,180.86</b>
<ul style="list-style-type: none"> <li>• Quote is valid for 30 days</li> <li>• 100% Payment due on quote execution.</li> <li>• Item pricing and availability is subject to change after quote expiration.</li> <li>• By signing, the signer agrees to purchase the listed items per the terms of this quote and affirms that he or she is authorized to enter into such a purchase agreement on behalf of the signer's organization. The purchaser authorizes Eagle Advantage Solutions, Inc., to buy all hardware and software needed to fulfill the order.</li> </ul>		Authorized Signature

Printed Name of Authorized Purchaser & Date