

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

**December 14, 2023
6:00 pm**

1. Call to Order
2. Invocation
3. A. Roll Call
- B. Milestone Awards for November 2023
- C. Special Proclamation – Edgewood Baptist 100 Year Anniversary
- D. Special Proclamation – East Ridge Helping Neighbors
- E. Special Presentation of the Tennessee Poem by Marie Wingate
- F. Presentation of Christmas Parade Awards
4. Consent Agenda:
 - A. Approval of Minutes November 9, 2023 Council Meeting
 - B. Approval of October 2023 Financial Report
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business: None
9. New Business:
 - A. **RESOLUTION NO. 3474** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY MAYOR WILLIAMS TO THE EAST RIDGE LIBRARY BOARD
 - B. **RESOLUTION NO. 3475** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT TO THE EAST RIDGE LIBRARY BOARD
 - C. **RESOLUTION NO. 3476** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A LETTER AGREEMENT WITH VICTUS ADVISORS TO PERFORM A SPORTS FACILITY FEASIBILITY STUDY RELATED TO POTENTIAL EXPANSION AND/OR ENHANCEMENTS AT CAMP JORDAN PARK

- D. **RESOLUTION NO. 3477** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL DECLARING OFFICIAL INTENT FOR REIMBURSEMENT OF CERTAIN CAPITAL EXPENDITURES FOR CAMP JORDAN, PHASE III AND THE MULTI-PURPOSE PAVILION
- E. **RESOLUTION NO. 3478** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDING A BID FOR THE INSTALLATION OF A TRAFFIC SIGNAL STRAIN POLE AT THE INTERSECTION OF RINGGOLD ROAD AND JOHN ROSS ROAD AS PART OF THE MULTI-MODAL PROJECT
- F. **RESOLUTION NO. 3479** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDING A BID FOR THE MACK SMITH ROAD WIDENING AND IMPROVEMENTS PROJECT TO ADAMS CONTRACTING, LLC
- G. **RESOLUTION NO. 3480** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING PARTICIPATION BY THE CITY OF EAST RIDGE IN THE UNITED STATES GENERAL SERVICES ADMINISTRATION PURCHASING PROGRAM (“GSA”)
- H. **RESOLUTION NO. 3481** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE TEN (10) LASER AIMING MODULES FROM ADS THROUGH THE U.S. GENERAL SERVICES ADMINISTRATION (“GSA”)
- I. **RESOLUTION NO. 3482** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A FORENSIC LASER SCANNER PACKAGE FROM HEXAGON THROUGH THE U.S. GENERAL SERVICES ADMINISTRATION (“GSA”)
- J. **RESOLUTION NO. 3483** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE ELEVEN (11) PVS-14 NIGHT VISION SYSTEMS FROM NIGHT VISION DEVICES, INC. THROUGH THE U.S. GENERAL SERVICES ADMINISTRATION (“GSA”)
- K. **RESOLUTION NO. 3484** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH HOLLAND AND KNIGHT LLP TO ACT AS GOVERNMENT AFFAIRS COUNSEL TO THE CITY OF EAST RIDGE IN REGARD TO MATTERS BEFORE THE TENNESSEE GENERAL ASSEMBLY
- L. **RESOLUTION NO. 3485** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE EIGHT (8) 2023 FORD INTERCEPTOR SPORT UTILITY VEHICLES FROM LONNIE COBB FORD THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATE-WIDE CONTRACT LISTING #209, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b)

- M. **RESOLUTION NO. 3486** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A TERMINATION OF USE RESTRICTIONS AND REVERSIONARY INTEREST AS TO SPECIFIC PROPERTY RELATING TO PROPERTY LOCATED AT 6001 GRASTON AVENUE
- N. **RESOLUTION NO. 3487** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING ADDENDUMS TO THE INTERLOCAL AGREEMENTS DATED JUNE 24, 2021 FOR THE CITY TO PROVIDE FIRE AND POLICE SERVICES TO THE CITY OF RIDGESIDE
- O. **RESOLUTION NO. 3488** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN EXTENSION DEPOSIT AGREEMENT BETWEEN TENNESSEE AMERICAN WATER AND THE CITY OF EAST RIDGE FOR THE EXTENSION OF A WATER LINE TO THE NEW ANIMAL SHELTER
- P. **RESOLUTION NO. 3489** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER REQUEST #4 FROM TALLEY CONSTRUCTION, INC. IN REGARD TO THE RINGGOLD ROAD MULTI-MODAL ROADWAY PROJECT
- Q. **RESOLUTION NO. 3490** - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL CANCELLING THE DECEMBER 28, 2023 CITY COUNCIL MEETING
- R. Discussion of Tentative Agenda Items for the **January 11, 2024** Council Meeting (see Attachment A)

10. Adjourn

**ATTACHMENT A
TENTATIVE AGENDA**

January 11, 2024

3B. Milestone Awards for December 2023

8. Old Business:

None

9. New Business:

- A. **PUBLIC HEARING FOR ORDINANCE NO. ____** - Oakdale Rezoning R-1 to C-2 Commercial
- B. **ORDINANCE NO. ____** - Oakdale Rezoning R-1 Residential to C-2 Commercial (1st reading)
- C. **PUBLIC HEARING FOR ORDINANCE NO. ____** - RT-1 Zoning Classification Amendments
- D. **ORDINANCE NO. ____** - RT-1 Zoning Classification amendments (1st reading)
- E. **ORDINANCE NO. ____** - Budget Amendment (1st reading)
- F. **RESOLUTION NO. ____** - Approval of Parks & Recreation Master Plan
- G. **RESOLUTION NO. ____** - McBrien School – Approval to conduct assessments on building (environmental and structural)
- H. **RESOLUTION NO. ____** - Purchase of 2 Ford Interceptors from the SRO Grant Fund

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

**November 9, 2023
6:00 pm**

The East Ridge City Council met pursuant to notice on November 9, 2023, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Robert Jones gave the invocation. All joined in the Pledge of Allegiance to the Flag.

Present: Mayor Williams, Vice Mayor Haynes, Councilmember Cagle, Councilmember Tyler, Councilmember Witt, City Manager Miller, City Attorney Litchford, and City Recorder Middleton.

Attendance: 15

Milestone Awards for October 2023 – Mayor Williams announced that Jacob Seward has 10 years of service with the City. He also stated he appreciates all City employees.

Presentation by Kimley-Horn – Draft of the Parks & Recreation Master Plan

- Development Administrator McAllister introduced Ashley Akers with Kimley-Horn to make the presentation. Ms. Akers stated the City must have a master plan to receive grant funding. She discussed items that were accomplished during the last master plan, such as Pioneer Playground, the splashpad, renovation to the concession stand, shade structures at the park, and a dog park. TDOT requires community engagement for LPRF grants so an online survey of 15 questions was added to social media, the website and provided at the fall festival. The top items citizens want were a community pool, more walking trails, more pickle ball courts, more festivals, etc. Ms. Akers also discussed recommendations in the Master Plan including expansion and upgrades of the Community Center, shade structures at the dog park and splash pad, walking paths and more security at Springvale Park, etc.
- Comments from Mayor and Councilmembers
 - Councilmember Cagle stated it is a plus for the city that we have already implemented the items in the current plan.
 - Mayor Williams stated we are proud of Camp Jordan Park, and we are working on the open-air pavilion and expanding the Community Center. He also appreciates the work put into this draft plan.
- Comments from Public: None at this time. People can fill out comment cards and use the QR code on the website.

Approval of Minutes October 26, 2023 Council Meeting – Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve the minutes. The vote was unanimous.

Communication from Citizens: None

Communication from Councilmembers:

Councilmembers Witt, Tyler, Cagle, and Vice Mayor Haynes had nothing at this time.

Mayor Williams discussed the following:

- Library
 - November 20 @ 6:30 pm – Movie Night, no registration, popcorn and drinks will be served.
 - East Ridge Knit Wits is a local group that meets at the East Ridge Library. They have knitted hats and earmuffs, scarves, blankets, and pillows. These items will go to the Mary Ellen Locher Breast Center, the Chattanooga Rescue Mission, as well as local veterans groups. The Mayor thanked the members of the group, Janie Dent, Linda Tallant, Colleen Williams, Maureen Winfrey, Linda Henson, Cher Kiander, and Katie Walters.
- Parks and Recreation
 - November 17th – Deadline for Basketball Registration
 - November 27th – Deadline for Indoor Soccer Registration
 - November 18th – Christmas Parade
 - November 22nd – Community Thanksgiving meal at the Community Center. Registration is required. Last day to register is November 15th or until full.

Communication from City Manager

- Leaf pickup – Pick-up began October 30th moving from east to west. Staff has completed the first round and is currently working on the second round.
- East Ridge Animal Shelter – The bid was awarded to JC Curtis Construction. We hope to have the groundbreaking the first full week of December. Construction should start in the middle of December or the first part of January, with ten to twelve months for completion
- Multi-modal Update – Boyd Street will be closed at Ringgold Road for up to five days beginning November 13th to install storm sewer piping. Talley Construction will continue to install gutter, curb, and sidewalks on the north side of Ringgold Road from Jack's Restaurant heading east and at McBrien Road heading west. A retaining wall will be installed on the hillside west of Broome's to keep the hillside in place. The tentative completion date is June 2024.

Old Business:

ORDINANCE NO. 1198 – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (2nd and final reading) - City Attorney Litchford read on caption. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Ordinance No. 1198 on second and final reading. The vote was unanimous. Motion approved.

New Business:

PUBLIC HEARING FOR RESOLUTION NO. 3462 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3607 FOUNTAIN AVENUE, EAST RIDGE, TENNESSEE - City Attorney Litchford read on caption. Mayor Williams opened the public hearing. Mr. Litchford stated this is an appeal hearing that comes from a decision of the Housing Commission. Torrie Holder, Codes Enforcement Officer, presented information for the City. Kevin Huff, the owner of 3607 Fountain Avenue was present. Mr. Litchford swore in both Ms. Holder and Mr. Huff.

Ms. Holder stated this case has been before the Housing Commission for some time but only assigned to her in 2023. The Housing Commission issued an order of demolition in June 2023 after Mr. Huff never attended any Commission meetings regarding his property. The order was later lifted to give Mr. Huff time to make repairs but again nothing was done, so the order was reinstated in September. Ms. Holder passed out pictures of the interior and exterior of the house which will become part of the official record. Mr. Huff stated he would like to work on the house, one room at a time and begin construction in January. Mr. Litchford stated the Council could reaffirm the decision of the Housing Commission to demolish, or they could overturn or modify the order. Mayor Williams closed the public hearing.

RESOLUTION NO. 3462 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL REGARDING AN APPEAL FROM THE EAST RIDGE HOUSING COMMISSION RELATED TO 3607 FOUNTAIN AVENUE, EAST RIDGE, TENNESSEE - City Attorney Litchford read on caption. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3462, reaffirming the recommendation of the Housing Commission for demolition. The vote was unanimous. Motion approved.

RESOLUTION NO. 3463 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE INFRASTRUCTURE IMPROVEMENTS AND UPGRADES TO CAMP JORDAN PARK, PHASE III, TO INCLUDE SOCCER FIELD LIGHTING, ARENA ROOF AND SIGNAGE, COMPRESSORS FOR THE ARENA, AND RESTROOM AND INTERIOR UPDATES IN THE ARENA WITH FUNDING TO BE INITIATED THROUGH A BOND ISSUE IN AN AMOUNT NOT TO EXCEED \$1.5 MILLION - City Attorney Litchford read on caption. Assistant Director Ayers discussed repairs and updates as follows:

- Replace lighting on various soccer fields.
- Replace roof on Arena, due to numerous leaks.
- Replace sign on front of Arena.
- Install new compressors.
- Update restrooms and interior at Arena.

Cost of these projects is estimated at \$1.5 million. City Manager Miller stated Fields 7 and 8 have old wooden poles for the lighting and these poles need to be replaced with steel poles. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3463. The vote was unanimous. Motion approved.

RESOLUTION NO. 3464 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN ARCHITECTURAL SERVICES AGREEMENT WITH HEFFERLIN + KRONENBERG ARCHITECTS FOR ARCHITECTURAL SERVICES TO INCLUDE THE DESIGN AND DEVELOPMENT OF PLANS AND SPECIFICATIONS FOR A MULTI-PURPOSE PAVILION TO BE BUILT BEHIND CITY HALL AND THE COMMUNITY CENTER - City Attorney Litchford read on caption. City Manager Miller stated this item was discussed in the September meetings with a consensus from Council to proceed. Some of the features would be a pavilion with 10,000 square feet to seat up to 500 people, with restrooms, storage, and mechanical. It would have garage doors that open up during good weather, a catering kitchen, a fireplace, heat and air, with the location in the grassy area behind City Hall and the Community Center. The architectural fee for Hefferlin + Kronenberg will be \$371,124.30. Cost of the project is approximately \$6.4 million. This will also include site development and a 150-space parking area. Mr. Miller is recommending a bond issue for the funding in the amount of \$7.9 million to include the cost of the pavilion and the improvements at Camp Jordan Park. He would like to go out on the market, not the Tennessee Municipal Bond Fund, to get a better interest rate. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3464. Councilmember Cagle asked what we are going to do with the “eyesore” that is going to sit next to this beautiful new building. He believes we should allocate funds to do something with it at the same time. Mr. Miller stated he talked to a construction company that has offered to do an assessment of the school to see if it can be rehabilitated for a reasonable cost. He should have the information by the December 14th meeting. Mayor Williams does not disagree with Mr. Cagle but does not want to delay the pavilion project. The vote was unanimous. Motion approved.

RESOLUTION NO. 3465 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY MAYOR WILLIAMS TO THE EAST RIDGE BEER BOARD - City Attorney Litchford read on caption. The Mayor appointed Eric Avans. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3465 with the appointment of Eric Avans. Councilmember Tyler and Mayor Williams thanked Leonard Ezell for his service to the Beer Board. The vote was unanimous. Motion approved.

RESOLUTION NO. 3466 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER WITT TO THE EAST RIDGE BEER BOARD - City Attorney Litchford read on caption. Councilmember Witt appointed Josh Walker. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3466 with the appointment of Josh Walker. The vote was unanimous. Motion approved.

RESOLUTION NO. 3467 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO MEMORIALIZE THE MAYOR’S APPOINTMENT OF THE CHAIRPERSON OF THE BEER BOARD - City Attorney Litchford read on caption. Mayor Williams appointed Roy Keown as Chairperson. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3467, with the appointment of Roy Keown. The vote was unanimous. Motion approved.

RESOLUTION NO. 3468 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER TYLER TO FILL AN UNEXPIRED TERM ON THE EAST RIDGE LIBRARY BOARD - City Attorney Litchford read on caption. Councilmember Tyler appointed Kimberly Meyers. Councilmember Witt made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3468 with the appointment of Kimberly Meyers. Mayor Williams thanked Jill Morgan for her service on the Library Board. The vote was unanimous.

RESOLUTION NO. 3469 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH CENTRAL SQUARE TO PROVIDE HISTORICAL DATA TO THE EAST RIDGE POLICE DEPARTMENT - City Attorney Litchford read on caption. Development Administrator McAllister presented the information for the resolution. Central Square requires a one-time fee of \$17,342 to provide the data in a format that can be integrated with the City's records management system in order for our police department to access the data. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3469. The vote was unanimous. Motion approved.

RESOLUTION NO. 3470 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE PURCHASE OF CYBER SECURITY INSURANCE FROM CFC TO PROTECT THE CITY AGAINST CYBER ATTACKS AND DATA BREACHES - City Attorney Litchford read on caption. Human Resources Director Sinigaglio stated the policy would protect the City from cybercrimes, privacy breaches, and ransom wear attacks, with coverage up to \$2 million. The cost is \$19,247.03 annually. She introduced Bill Bowman and Tim Sotelo, representing CFC. Mr. Bowman stated this policy would cover gaps in our basic policy that we already have with Public Entity Partners. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3470. The vote was unanimous. Motion approved.

RESOLUTION NO. 3471 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE ONE (1) 2022 MERCEDES SPRINTER 2500 VAN FROM CARMAX FOR THE EAST RIDGE POLICE DEPARTMENT - City Attorney Litchford read on caption. Assistant Chief Creel stated this is one of the expenditures from the Violent Crime Intervention Fund grant that the City recently received. It will be used as a command vehicle. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3471. The vote was unanimous. Motion approved.

RESOLUTION NO. 3472 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AMENDING RESOLUTION NO. 3427 TO AUTHORIZE THE MAYOR TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY HORN AND ASSOCIATES FOR THE DESIGN AND IMPLEMENTATION OF A TEN-YEAR PARKS AND RECREATION PLAN - City Attorney Litchford read on caption. Development Administration McAllister stated when Resolution No. 3427 was approved in August, it was approved as a five-year plan. The Tennessee Department of Environment and Conservation now requires a ten-year plan. Vice Mayor Haynes made a

motion, seconded by Councilmember Tyler, to approve Resolution No. 3472. The vote was unanimous. Motion approved.

RESOLUTION NO. 3473 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE A DRONE PACKAGE FROM SAFEWARE, INC. THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATE-WIDE CONTRACT #833, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b) - City Attorney Litchford read on caption. Assistant Chief Creel stated this is part of the Violent Crime Intervention Fund reimbursement grant. The drone will be used for rescue operations in neighborhoods and parks that currently must be searched on foot. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3473. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the December 14, 2023 Council Meeting

- **Milestone Awards for November 2023** – We recognize employees who have reached milestone events in their employment.
- **Presentation of Christmas Parade Awards** – We will present awards to the winners of the various categories in the parade.
- **Presentation of FY2023 Audit** – Finance Director Qualls stated HHM is hoping to have everything ready to present at the next meeting.
- **Old Business: None**
- **New Business:**
 - **RESOLUTION NO. ____ - Appointment to Library Board – Mayor Williams** – no discussion
 - **RESOLUTION NO. ____ - Appointment to Library Board – Council Appointment** – no discussion
 - **RESOLUTION NO. ____ - Reimbursement Resolution Declaring Official Intent for Reimbursement of Certain Capital Expenditures – Camp Jordan Phase III and the Multi-Purpose Pavilion** – Mr. Miller stated this would be a reimbursement resolution of the City to do upgrades to Camp Jordan and to construct the Multi-Purpose Pavilion through a bond issue.
 - **RESOLUTION NO. ____ - Approval of an Agreement between the City and Victus Advisors for the completion of a sports facility feasibility study of Camp Jordan Park** – Mr. Miller stated that Council approved Victus for this study on October 26th. Consideration for the approval of the contract will be at the next meeting.

- **RESOLUTION NO. ____ - Approval to cancel the second meeting in December** - Mayor Williams stated Council normally cancels the second meeting in December since it is the week of Christmas.
- **RESOLUTION NO. ____ - Approval of bids for Traffic Strain Pole** – Mr. Miller stated this pole is for the intersection of John Ross Road and Ringgold Road. The existing pole will need to be moved but is not reusable.
- **RESOLUTION NO. ____ - Approval of bids for the N. Mack Smith Road Widening Project** – City Manager Miller stated the bid opening is November 30th. Staff will review the two lowest bids and have a recommendation for the December 14th meeting.

Mayor Williams wished everyone a Happy Thanksgiving.

Being no further business, the meeting was adjourned.

City of East Ridge

Summary Financial Statement of Revenues and Expenditures
Oct-23

Unaudited Spent YTD 33.33%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
110 General Fund						
REVENUE						
31100	Property Taxes	6,569,000	8,730	191,162	2.91%	33.33%
31200	Property Taxes (Delinquent)	500,000	249,010	44,879	8.98%	33.33%
31610	Local Sales Tax - Co. Trustee	3,600,000	1,085,052	1,214,622	33.74%	33.33%
31611	Incremental State Sales Tax	9,304,398	6,237,367	7,276,540	78.21%	33.33%
31710	Wholesale Beer Tax	420,000	125,720	124,533	29.65%	33.33%
31800	State Net Allocation	290,000	27,095	20,562	7.09%	33.33%
31810	Minimum Business Licenses	7,000	3,223	1,812	25.88%	33.33%
31827	5% State Commission	22,000	0	808	3.67%	33.33%
31912	* Cable TV Franchise Tax	200,000	919	19,212	9.61%	33.33%
31961	Liens Collected by Trustee	25,000	0	0	0.00%	33.33%
32120	Wrecker Licenses	350	0	0	0.00%	33.33%
32200	Alcoholic Beverage Tax	200,000	59,006	63,492	31.75%	33.33%
32210	Beer Licenses & Etc.	8,000	1,151	883	11.03%	33.33%
32220	Liquor Licenses	3,500	2,300	1,300	37.14%	33.33%
32225	Fireworks Fees/Permits	3,000	0	0	0.00%	33.33%
32226	Annual Fireworks Permit Fee	300	0	0	0.00%	33.33%
32610	Building Permits	200,000	64,823	24,223	12.11%	33.33%
32615	Fire Preventions/Permits	1,000	345	400	40.00%	33.33%
32620	Electrical Permits	30,000	8,968	7,024	23.41%	33.33%
32630	Plumbing Permits	15,000	6,178	4,405	29.37%	33.33%
32640	Natural Gas Permits	2,000	240	1,027	51.35%	33.33%
32650	Excavating Permits (St. Opening	4,000	4,030	7,000	175.00%	33.33%
32660	Zoning Permits	4,000	2,850	1,050	26.25%	33.33%
32671	Regular Sign Permits	3,500	1,220	1,430	40.86%	33.33%
32672	Temporary Sign Permits	300	75	0	0.00%	33.33%
32690	Plan Review Fees	100	0	0	0.00%	33.33%
32691	Tree Trimming Permits	100	0	20	20.00%	33.33%
32905	Other Code Enforcement Fees	25,000	19,943	6,583	26.33%	33.33%
32960	Yard Sale Permits	200	0	10	5.00%	33.33%
32990	Mechanical Permits	15,000	6,597	5,162	34.41%	33.33%
33140	ARPA Funds - Federal	0	0	0	0.00%	33.33%
33190	FEMA/TEMA FY 2021	0	18,280	0	0.00%	33.33%
33191	Direct Appropriation State of TN	0	5,000,000	300,000	0.00%	33.33%
33410	State Law Enforcement Education	37,600	0	0	0.00%	33.33%
33430	State Fire Service Educational Grant	19,200	0	0	0.00%	33.33%
33510	State Sales Tax	2,627,122	631,684	644,600	24.54%	33.33%
33511	Interstate Telecom. Sales Tax	5,000	869	1,216	24.31%	33.33%
33512	Sportsbetting	32,000	5,441	8,808	27.52%	33.33%
33513	Occupcity Tax	1,500	214	569	37.91%	33.33%
33515	State Sales Tax/Telecommunications	500	366	0	0.00%	33.33%
33520	State Income Tax	0	0	0	0.00%	33.33%
33530	** State Beer Tax	10,192	5,505	5,340	52.39%	33.33%
33540	State Mixed Drink Tax	95,000	24,878	32,822	34.55%	33.33%
33552	State-City Streets And Transportation	40,565	10,153	10,152	25.03%	33.33%
33560	Seized/Awarded by State	0	0	0	0.00%	33.33%
33591	* TVA - Gross Receipts Tax	266,004	0	0	0.00%	33.33%
33593	Corporate Excise Tax	6,000	0	0	0.00%	33.33%
34121	Clerks' Fees - Business Tax	2,000	930	720	36.00%	33.33%
34211	Accident Report Charges	2,000	1,472	543	27.15%	33.33%
34212	Driver Licenses Reinstatement Fee	2,000	605	250	12.50%	33.33%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
34221	Ridgeside Fire Service Contract	116,604	27,671	38,868	33.33%	33.33%
34231	Police Services	0	0	882	0.00%	33.33%
34314	Mowing	9,800	0	0	0.00%	33.33%
34500	Donations - New Animal Shelter	5,000	385	710	14.20%	33.33%
34515	Rabies & Spay/Neuter Cert.	500	0	60	12.00%	33.33%
34516	Registration	500	55	465	93.00%	33.33%
34517	Adoption	1,000	150	0	0.00%	33.33%
34518	Board & Impound Fees	1,000	0	140	14.00%	33.33%
34520	A/S Donations-Designated	1,000	0	300	30.00%	33.33%
34641	Indoor Soccer Income	140,000	4,345	6,780	4.84%	33.33%
34642	Community Center Income	40,000	15,893	22,080	55.20%	33.33%
34643	Outdoor Soccer Fees	70,000	29,145	38,970	55.67%	33.33%
34644	Baseball Fees	35,000	10,960	16,376	46.79%	33.33%
34645	Softball Fees	25,000	7,798	9,360	37.44%	33.33%
34646	Gate	30,000	13,708	16,433	54.78%	33.33%
34648	Adult League - Softball	30,000	13,400	15,715	52.38%	33.33%
34649	Concerts/Events - Camp Jordan	10,000	2,850	715	7.15%	33.33%
34651	Multi-Purpose Building (Arena)	140,000	57,883	53,645	38.32%	33.33%
34652	Pavilion Rental	18,000	5,175	7,801	43.34%	33.33%
34653	Track Rental	2,000	0	2	0.10%	33.33%
34654	Field Rental	62,000	16,699	17,800	28.71%	33.33%
34655	Amphitheater	14,000	4,500	10,170	72.64%	33.33%
34656	Concessions	40,000	12,639	12,779	31.95%	33.33%
34657	Overnight - Rv Rental	18,000	11,240	6,942	38.57%	33.33%
34658	Tournament Team Fees	1,500	0	2,345	156.33%	33.33%
34712	Sponsorship/Parks & Rec	5,000	0	1,700	34.00%	33.33%
34720	Football Gate	3,000	0	0	0.00%	33.33%
34751	Basketball Gate	18,000	0	0	0.00%	33.33%
34742	Basketball Player Fees	16,000	2,795	3,248	20.30%	33.33%
34743	Football Player Fees	11,000	10,090	12,303	111.85%	33.33%
34744	Photography	1,200	0	0	0.00%	33.33%
34745	Vending/Concessions	8,000	2,001	11,851	148.13%	33.33%
34746	Cheerleading	2,000	1,608	940	47.00%	33.33%
34747	Rent-Arena Equipment	25,000	0	5,426	21.71%	33.33%
34749	Soccer Field Rentals	60,000	18,549	21,072	35.12%	33.33%
34760	Library Charges	1,200	474	239	19.88%	33.33%
34761	Library - Copies	1,500	216	354	23.57%	33.33%
34794	Community Center M. Fee	1,000	390	0	0.00%	33.33%
35100	Municipal Court Fines & Costs	400,000	137,258	84,941	21.24%	33.33%
35120	Public Defender Fees	500	25	0	0.00%	33.33%
35150	Diversion Filing	300	0	0	0.00%	33.33%
36100	Interest Earnings	5,000	3,085	3,542	70.85%	33.33%
36211	Rent - Cell Tower	12,925	4,308	4,308	33.33%	33.33%
36310	Sale of Land	0	250,000	0	0.00%	33.33%
36330	Sale Of Equipment	10,000	199	0	0.00%	33.33%
36350	Insurance Recoveries	50,000	42,500	37,282	74.56%	33.33%
36901	Pipes/Culverts	3,000	895	0	0.00%	33.33%
36902	Repayment - Damages- Traffic Device	0	0	0	0.00%	33.33%
36903	Christmas Parade	500	170	155	31.00%	33.33%
36905	Designated Police-Sale of Vehicles	15,000	7,249	4,343	28.96%	33.33%
36906	Designated Fire-Sale of Vehicles	5,000	0	766	15.33%	33.33%
36990	Miscellaneous Revenues	25,000	15,567	811	3.24%	33.33%
36992	Hamilton County	0	0	0	0.00%	33.33%
37200	AHO - Fines/Court Costs	1,500	300	0	0.00%	33.33%
	Use of Fund Balance	0	0	604,958	0.00%	33.33%
	Total Revenues	26,091,960	14,347,412	11,100,736	40.23%	33.33%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
EXPENDITURES						
41000	General Government	1,195,825	706,039	892,235	74.61%	33.33%
41100	Administrative	1,051,215	376,878	319,985	30.44%	33.33%
41111	City Council	99,490	35,152	44,854	45.08%	33.33%
41210	Municipal Court	395,640	132,016	116,404	29.42%	33.33%
41520	City Attorney	137,075	42,851	30,542	22.28%	33.33%
41800	Buildings & Grounds Maintenance	362,274	95,399	87,691	24.21%	33.33%
41900	City Hall Complex	51,975	16,694	15,054	28.96%	33.33%
42100	Police	2,515,428	925,477	790,539	31.43%	33.33%
42121	Criminal Investigation	879,088	230,167	172,222	19.59%	33.33%
42123	Patrol	2,500,004	689,798	834,821	33.39%	33.33%
42125	Traffic Division	343,290	52,818	55,840	16.27%	33.33%
42200	Fire Department	3,292,814	891,951	1,355,696	41.17%	33.33%
42400	Building/Planning/Zoning	642,506	186,084	265,960	41.39%	33.33%
43110	Highway And Street	640,288	124,076	162,100	25.32%	33.33%
43120	Traffic Control & Street Markers	389,132	96,198	104,178	26.77%	33.33%
43170	Transfer Station/Brush Pit/Fleet	9,600	3,391	2,989	31.13%	33.33%
44140	Animal Control	339,617	87,139	100,400	29.56%	33.33%
44410	Parks and Recreation	1,076,350	279,925	369,042	34.29%	33.33%
44420	Multi-Purpose Recreation Bldg	278,454	79,205	99,298	35.66%	33.33%
44430	Community Center	253,290	46,225	97,344	38.43%	33.33%
44450	McBrien Complex	1,400	416	400	28.57%	33.33%
44610	Soccer - Recreation	69,400	17,097	22,907	33.01%	33.33%
44620	Soccer - Indoor	72,700	300	2,127	2.93%	33.33%
44630	Baseball/Softball	65,700	29,158	23,976	36.49%	33.33%
44640	Football/Cheer	15,050	9,067	11,288	75.00%	33.33%
44650	Adult Softball	34,200	13,705	18,815	55.02%	33.33%
44700	Basketball	18,000	0	0	0.00%	33.33%
44800	Libraries	296,906	78,361	80,254	27.03%	33.33%
44810	History Museum	625	460	551	88.15%	33.33%
46500	Community Development Programs	10,000	2,978	3,863	38.63%	33.33%
43530	Transfer to ARPA Fund	0	0	0	0.00%	33.33%
47200	Economic Development	6,678,998	6,137,371	5,019,362	75.15%	33.33%
49100	Debt Service	96,013	0	0	0.00%	33.33%
49400	Capital Projects - Transfer Out	2,279,613	375,000	0	0.00%	33.33%
	Total Expenditures	26,091,960	11,761,394	11,100,736	42.54%	33.33%
Total	## General Fund	0	2,586,017	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
121 State Street Aid						
REVENUE						
33450	State Grant - TIP Funds	415,000	3,107	223	0.05%	33.33%
33460	State Grant - HIP Funds	260,000	0	10,463	4.02%	33.33%
33550	2017 Gas Tax Improve	200,000	51,072	33,855	16.93%	33.33%
33551	State Gasoline And Motor Fuel Tax	570,000	151,604	97,465	17.10%	33.33%
36100	Interest Earnings	100	60	58	57.99%	33.33%
36330	Sale of Equipment	0	0	0	0.00%	33.33%
	Use of Fund Balance	1,474,849	0	0	0.00%	33.33%
	Total Revenues and Other Sources	2,919,949	205,843	142,064	9.83%	33.33%
EXPENDITURES						
43190	State Street Aid	2,919,949	111,003	99,759	3.42%	33.33%
	Total Expenditures	2,919,949	111,003	99,759	3.42%	33.33%
Total	## State Street Aid Fund	0	94,840	42,304		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
122 Grant Fund						
REVENUE						
33109	CSX Transportation Grant - 2022	0	25,000	0	0.00%	33.33%
33114	TML Driver Safety Grant	4,000	0	0	0.00%	33.33%
33120	TDOT 2015 Multi Modal Grant	0	0	0	0.00%	33.33%
33425	Aquatic Stream Clean Grant	1,000	0	0	0.00%	33.33%
33493	TML Safety Grant	3,000	0	0	0.00%	33.33%
36100	Interest Earnings	0	7	1	0.00%	33.33%
36420	Police Traffic Safety Grant	0	0	0	0.00%	33.33%
36421	TN AM Grants	0	0	0	0.00%	33.33%
36422	Target Grant	0	0	0	0.00%	33.33%
36423	Animal Foundation Grants	0	0	425	0.00%	33.33%
36711	Safety Conservation Grant	4,000	0	0	0.00%	33.33%
36920	THS089-Police	0	475	0	0.00%	33.33%
36921	Homeland Security - Police	0	0	0	0.00%	33.33%
36922	Homeland Security - Fire	0	0	0	0.00%	33.33%
36925	Violent Crime Intervention Grant	190,000	0	0	0.00%	33.33%
36962	Operating Transfers-Capital Projects	0	0	0	0.00%	33.33%
	Use of Fund Balance	8,000	0	3,778	0.00%	33.33%
	Total Revenues and Other Sources	210,000	25,481	4,203	0.21%	33.33%
EXPENDITURES						
21211	Due to General Fund	0	0	0	0.00%	33.33%
43150	Grants	210,000	445	4,203	2.00%	33.33%
	Total Expenditures	210,000	445	4,203	2.00%	33.33%
Total	## Grant Fund	0	25,036	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
127 Drug Investigation Fund						
REVENUE						
33197	Federal/State Grants	10,000	0	6,175	61.75%	33.33%
33560	Seized/Awarded by State	35,000	38,544	22,490	64.26%	33.33%
35200	Drug Fines	20,000	9,048	5,118	25.59%	33.33%
35400	Sale of Confiscated Property	2,000	0	0	0.00%	33.33%
	Use of Fund Balance	0	0	0	0.00%	33.33%
	Total Revenues and Other Sources	67,000	47,592	33,783	50.42%	33.33%
EXPENDITURES						
42129	Drug Investigation and Control	67,000	1,724	3,363	5.02%	33.33%
	Total Expenditures	67,000	1,724	3,363	5.02%	33.33%
Total	## Drug Investigation Fund	0	45,868	30,420		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
130 Economic Development Fund						
REVENUE						
31611	Incremental State Sales Tax Rev	6,628,998	3,659,829	5,012,177	75.61%	33.33%
36100	Interest Earnings	0	7	2	0.00%	33.33%
	Transfer In	0	0	0	0.00%	33.33%
	Use of Fund Balance	0	155,000	0	0.00%	33.33%
	Total Revenues and Other Sources	6,628,998	3,814,836	5,012,179	75.61%	33.33%
EXPENDITURES						
	Economic Development	5,557,478	3,814,836	5,012,177	90.19%	33.33%
	Debt Payment	1,071,520	0	0	0.00%	33.33%
	Total Expenditures	6,628,998	3,814,836	5,012,177	75.61%	33.33%
Total	## Economic Development Fund	0	0	2		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
131 Solid Waste Fund						
REVENUE						
33190	FEMA/TEMA 2021	0	0	0	0.00%	33.33%
34416	Special Assessment - Garbage	1,629,279	3,410	3,269	0.20%	33.33%
34418	Extra Cans	1,500	580	300	20.00%	33.33%
34420	Dumpster Rentals	6,000	1,906	1,600	26.67%	33.33%
34422	Recycling - Transfer Station	2,000	1,630	2,035	101.74%	33.33%
34426	Sale Of Mulch	200	54	0	0.00%	33.33%
34430	Refuse Collection And Disposal	2,000	415	466	23.32%	33.33%
36330	Sale of Equipment	0	0	0	0.00%	33.33%
36350	Insurance Recoveries	0	0	0	0.00%	33.33%
	Use of Fund Balance	0	1,006,350	802,432	0.00%	33.33%
	Total Revenues and Other Sources	1,640,979	1,014,345	810,102	0.47%	33.33%
EXPENDITURES						
43200	Solid Waste	1,906,979	1,014,345	810,102	42.48%	33.33%
	Total Expenditures	1,906,979	1,014,345	810,102	42.48%	33.33%
Total	## Solid Waste Fund	-266,000	0	0		

Budget amended to reflect payment of garbage truck ordered in FY 2023.

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
212 TML Loan Fund						
REVENUE						
31920	Room Occupancy Tax	713,774	174,168	204,210	28.61%	33.33%
36100	Interest Earnings	1,000	11,732	34,969	3496.86%	33.33%
37940	Transfer In	1,401,000	0	0	0.00%	33.33%
	Use of Fund Balance	0	41,957	404,604	0.00%	33.33%
	Total Revenues and Other Sources	2,115,774	227,857	643,782	11.30%	33.33%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	145,564	124,590	125,282	86.07%	33.33%
49114	Refunding Bond Issue - 2021	836,763	0	0	0.00%	33.33%
49300	Series 2022 Bond Issue	726,325	0	398,033	54.80%	33.33%
49310	2015 - Exit One/Capital Projects	208,875	67,875	66,938	32.05%	33.33%
49320	2017 - Exit One - I75	0	0	0	0.00%	33.33%
49412	Public Safety - Lease Purchase	37,800	30,000	0	0.00%	33.33%
49413	Public Safety - Capital Outlay Note	106,917	5,392	0	0.00%	33.33%
49414	Public Safety - Lease Purchase	53,530	0	53,530	100.00%	33.33%
					0.00%	33.33%
	Total Expenditures	2,115,774	227,857	643,782	30.43%	33.33%
Total	## TML Loan Fund	0	69,923	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
341 Capital Projects Fund						
REVENUE						
33113	LPRF 2018 - Pioneer Playground	0	0	0	0.00%	33.33%
33120	TDOT 2015 Multi Modal Grant	3,000,000	0	0	0.00%	33.33%
33123	Dog Dash Grant	0	0	0	0.00%	33.33%
34510	Dog Park Donations	0	0	0	0.00%	33.33%
36421	TN American Water Grant	0	250,000	0	0.00%	33.33%
36915	Bond Proceeds	7,000,000	784,286	755,627	10.79%	33.33%
36992	Hamilton County	1,000,000	0	0	0.00%	33.33%
37940	Operating Transfers - Other Funds	2,279,613	375,000	0	0.00%	33.33%
	Use of Fund Balance	0	0	975,783	0.00%	33.33%
	Total Revenues and Other Sources	13,279,613	1,409,286	1,731,410	5.69%	33.33%
EXPENDITURES						
41800	Bldg & Grounds/Maintenance	500,000	13,900	143,709	28.74%	33.33%
43110	Multi Modal Project - Ringgold Road	4,000,000	1,207,895	1,330,941	33.27%	33.33%
43121	North Mack Smith Road	4,850,000	29,516	133,088	2.74%	33.33%
43122	Resurfacing Projects	500,000	5,288	1,800	0.36%	33.33%
43123	Park Ridge Access Road	0	0	0	0.00%	33.33%
44410	Parks & Recreation	0	0	0	0.00%	33.33%
44421	Splash Pad/Playground	0	0	0	0.00%	33.33%
44423	Dog Park - Town Center	0	0	0	0.00%	33.33%
44424	Animal Shelter Building	1,600,000	0	69,250	4.33%	33.33%
44425	Dickert Pond Boardwalk & Pier	0	0	32,622	0.00%	33.33%
44426	Fuel Tank - Public Safety Facility	125,000	0	0	0.00%	33.33%
47200	Economic Development	50,000	20,000	20,000	40.00%	33.33%
	Total Expenditures	11,625,000	1,276,599	1,731,410	14.89%	33.33%
Total	## Capital Projects Fund	1,654,613	132,687	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
410 ARPA FUND						
REVENUE						
37940	Transfer In	0	0	0	0.00%	33.33%
	Use of Fund Balance	4,142,192	220,847	0	0.00%	33.33%
	Total Revenues and Other Sources	4,142,192	0	0	0.00%	33.33%
EXPENDITURES						
46490	Stormwater Projects - Ringgold Road	4,142,192	220,847	0	0.00%	33.33%
	Total Expenditures	4,142,192	220,847	0	0.00%	33.33%
Total	## Capital Projects Fund	0	0	0		

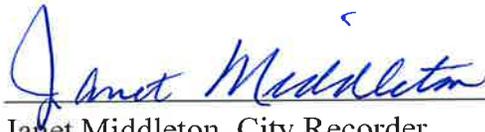
RESOLUTION NO. 3474

AGENDA MEMORANDUM

LIBRARY BOARD APPOINTMENT

December 14, 2023

Submitted by:


Janet Middleton, City Recorder

SUBJECT:

The Library Board consists of seven members. The Mayor and each Councilmember appoint one member to the Board, to be approved by the Council. The two remaining positions are nominated by the Mayor and Councilmembers and then approved by the entire Council.

Board members may serve two (2) consecutive terms and may be reappointed after a minimum three-year break in service.

The term for Jessica Crowe is scheduled to expire on December 30, 2023. The term for the new appointment will be from 12/31/23 – 12/30/26. This is Mayor Williams appointment.

Name	Appointed by	Current Term
Jessica Crowe	Mayor Williams	12/31/20 – 12/30/23

Brian Williams
Mayor

Esther Haynes
Vice Mayor

Jacky Cagle
Councilmember

Andrea Witt
Councilmember

David Tyler
Councilmember

J. Scott Miller
City Manager

RESOLUTION NO. 3474

**A RESOLUTION OF THE EAST RIDGE CITY
COUNCIL APPROVING AN APPOINTMENT BY
MAYOR WILLIAMS TO THE EAST RIDGE LIBRARY
BOARD**

WHEREAS, the East Ridge Library Board fulfills an important role with regard directing the affairs of the Library; and

WHEREAS, the City Council appoints certain of the citizens to the City of East Ridge Library Board in accordance with City Code, Title 2, Chapter 1, Section 2-101; and

WHEREAS, the term for Dr. Jessica Crowe is set to expire on December 30, 2023;

WHEREAS, Mayor Williams wishes to appoint _____ to the Library Board.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of East Ridge, Tennessee hereby approves the appointment of Dr. Jessica Crowe by Mayor Williams to the East Ridge Library Board for the term of December 31, 2023 – December 30, 2026.

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 _____ 2023.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3475

**AGENDA MEMORANDUM
LIBRARY BOARD APPOINTMENT**

December 14, 2023

Submitted by:



Janet Middleton, City Recorder

SUBJECT:

The Library Board consists of seven members. The Mayor and each Councilmember appoint one member to the Board, to be approved by the Council. The two remaining positions are nominated by the Mayor and Councilmembers and then approved by the entire Council.

Board members may serve two (2) consecutive terms and may be reappointed after a minimum three-year break in service.

The term for Jenny Tyler is scheduled to expire on December 30, 2023. The term for the new appointment will be from 12/31/23 – 12/30/26. This is a Council appointment.

Name	Appointed by	Term
Jenny Tyler	Council	7/27/2023 – 12/30/23 <i>Ms. Tyler filled the unexpired term of Ann Waterhouse</i>

Brian Williams
Mayor

Esther Haynes
Vice Mayor

Jacky Cagle
Councilmember

Andrea Witt
Councilmember

David Tyler
Councilmember

J. Scott Miller
City Manager

RESOLUTION NO. 3475

**A RESOLUTION OF THE EAST RIDGE CITY
COUNCIL APPROVING AN APPOINTMENT TO THE
EAST RIDGE LIBRARY BOARD**

WHEREAS, the East Ridge Library Board fulfills an important role with regard to directing the affairs of the Library; and

WHEREAS, the City Council appoints certain of the citizens to the City of East Ridge Library Board in accordance with City Code, Title 2, Chapter 1, Section 2-101; and

WHEREAS, the term for Jenny Tyler will expire on December 30, 2023;

WHEREAS, Ms. Tyler was appointed by the entire City Council.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of East Ridge, Tennessee hereby approves the appointment of _____ to the East Ridge Library Board for the term ending December 30, 2026.

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 _____ 2023.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3476

AGENDA MEMORANDUM
SPORTS FACILITY FEASIBILITY STUDY
CAMP JORDAN PARK
Consultant Letter Agreement

December 14, 2023

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

A Special City Council meeting was held on Thursday, October 5, 2023 for the purpose of hearing presentations from three (3) firms on their proposals for undertaking a sports facility feasibility study for Camp Jordan Park. The Mayor and City Council heard presentations from the following firms on October 5th:

- The Sports Facilities Companies
- Hunden Partners and Lose Design
- Victus Advisors, LLC

The City Council at their regular business meeting of October 26, 2023 selected the firm of Victus Advisors, LLC to perform the sports facility feasibility study for Camp Jordan Park.

Attached hereto please find a finalized letter agreement between Victus Advisors and the City of East Ridge outlining the terms and conditions for Victus to provide East Ridge with a Sports Facility Feasibility Study for the potential and/or enhancement of indoor and outdoor facilities located at Camp Jordan Park. Said letter agreement has been reviewed by the City Staff, Mayor Brian Williams, and City Attorney Mark Litchford and we find it to be in order as it relates to the scope of work outlined in the Request for Qualifications (RFQ).

I wish to point out that in Phase I, Section A, there is a reference to a project steering committee. Said committee refers to the contact persons from the City who will be communicating with Victus' contacts during this project; and those individuals will be Shawwna Skiles and myself. Further, please recall that Hamilton County has agreed to contribute an appropriation for the completion of this study.

Upon the approval of the letter agreement by the City Council, Victus is ready to commence work on the study the beginning of the year.

Attachment

JSM/

RESOLUTION NO. 3476

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE MAYOR TO ENTER INTO AN
AGREEMENT WITH VICTUS ADVISORS TO PERFORM A
SPORTS FACILITY FEASIBILITY STUDY RELATED TO
POTENTIAL EXPANSION AND/OR ENHANCEMENTS AT
CAMP JORDAN PARK**

WHEREAS, on October 5, 2023, the City of East Ridge held a Special Called Meeting to hear presentations from three firms who responded to a Request for Qualifications to perform a Sports Facility Feasibility Study as it relates to the potential expansion and/or enhancements of indoor and outdoor facilities located at Camp Jordan Park; and

WHEREAS, at their regular business meeting of October 26, 2023, the City Council selected the firm of Victus Advisors, LLC to perform the sports facility feasibility study for Camp Jordan Park.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Ridge, Tennessee that the Mayor is authorized to enter into a professional services agreement with Victus Advisors to perform a Sports Facility Feasibility Study as it relates to the potential expansion and/or enhancements of indoor and outdoor facilities located at Camp Jordan Park.

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

Adopted this the ____ of _____ 2023.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

December 5, 2023

J. Scott Miller
City Manager
City of East Ridge
1517 Tombras Avenue
East Ridge, TN 37412



Mr. Miller:

This Letter Agreement (or "Agreement") confirms the terms and conditions for Victus Advisors LLC ("Victus Advisors" or "Victus") to provide the City of East Ridge ("East Ridge", the "City", or the "Client") with a Sports Facility Feasibility Study for the potential expansion and/or enhancement of indoor and outdoor facilities located at the City's Camp Jordan Park.

The remainder of this Letter Agreement contains the following key sections:

- Scope of Services
- Project Timeline
- Project Costs & Billing Schedule
- Terms & Conditions
- Signature Page

If you have any questions about this Letter Agreement, please contact Brian Connolly, Managing Principal of Victus Advisors, at (435) 776-5728 or bconnolly@victusadvisors.com.

We look forward to working with you!

Sincerely,

A handwritten signature in black ink that reads "Brian Connolly".

Brian Connolly
Founder & Managing Principal
Victus Advisors LLC
2720 Homestead Road, Suite 130
Park City, Utah 84098



PHASE I - MARKET DEMAND STUDY & COMMUNITY ENGAGEMENT

A. Kickoff Meetings, Site Tour & Stakeholder Interviews (2 days on-site) – To kick off this study, Victus will meet in East Ridge with the project steering committee in an initial planning meeting. Our goals for this kickoff meeting will be to:

- Engage project leadership and establish the defined working group.
- Gather opinions regarding the historical background and key drivers of this project.
- Confirm the proposed study process and goals.
- Review the results of our initial 'Information Request' and collect any other relevant data or reports.
- Tour Camp Jordan Park.

While on site, Victus will also meet in 1-on-1 meetings with key stakeholders and sports community leaders. These interviews will help to develop an understanding of local and regional usage demand. We will rely on the Client to help us identify these key stakeholders/users and assist us with arranging these meetings to take place in East Ridge. Typically, we complete at least 10-15 stakeholder interviews over the course of our two days on-site. Additional telephone interviews will also be completed for any stakeholder who is not available during our on-site meeting days.

B. Local Market & Facility Analysis (Historical Review of Camp Jordan Park, Demographic & Socioeconomic Analysis, and Local Sports Program/Facility Inventory) – Victus will conduct a historical review of the operations of Camp Jordan Park, as well as analyze additional local sports programs and facilities within the East Ridge/Chattanooga area, including competitive youth and amateur sports programs and the sports facilities they utilize. Our facility analysis will include the location, facility type, ownership, operations, maintenance, users, events, and fee structures. Victus has found that local sports groups can often be the catalyst for: a) weekday usage, and b) launching homegrown tournaments that can attract significant tournament activity. This analysis will also include a demographic/socioeconomic analysis, as well as rental and participation rates/costs for facilities in the East Ridge/Chattanooga area.

C. Competitive/Comparable Sports Market & Facility Analysis – Victus will review at least 5 comparable sports markets and their key sports tourism complexes, including demographics, facility type, owner/operator, rental fees, tournament utilization, daily programming and tenants, courts/fields/other surfaces, attendance/seating capacities, hotels and other amenities, and other such key operational and financial data. This comparable facility review will serve as the baseline for benchmarking best practices and facilities against East Ridge. In this task, we will also identify key trends within the sports facilities and sports tourism industry, both based on our review of competitive sports facilities and our experience working on similar projects across the country.



- D. Telephone Interviews with Local/Regional User Groups & Regional/National Sports Tournament Organizers** – In addition to the on-site interviews with key stakeholders and local sports user groups, Victus will also conduct at least 15-20 additional telephone interviews with other amateur sports and event organizers that have hosted events in East Ridge or similar markets in recent years. These interviews will result in a list of interested organizers who could bring their events to an expanded or enhanced sports complex in East Ridge that meets their needs.
- E. SWOT Analysis** – Based on the results of the prior tasks, we will identify factors that could differentiate East Ridge and a potential expanded or enhanced sports facility from comparable sports destinations. To do so, we will conduct a sports tourism SWOT analysis, which will evaluate the strengths, weaknesses, opportunities, and threats (SWOT) of the City's current and future competitive landscape, and it will cover sports travel and tourism-related positioning, existing facility assets and market strengths/weaknesses, and the regional/national competitive environment as it relates to attracting sports tourism.
- F. Market Demand Analysis & Facility Recommendations** – Based on the results of our market analysis, as well as our firm's extensive sports facility planning experience, Victus will develop recommendations for program needs and amenities (indoor and/or outdoor) that could be associated with an expanded and/or enhanced sports complex in East Ridge. Our program recommendations may include but may not be limited to demand for sports surface/space inventory, layouts and specifications by sport and use, seating needs (temporary and permanent), other programmable event space and multi-use capabilities, food and beverage areas, merchandise and apparel shops, operations and storage, locker rooms, showers, restrooms, parking needs, etc.
- G. Interim Presentation of Phase I Results (Market Research Findings & Facility Recommendations)** – At this point in our process, we will prepare and present our interim findings and facility demand assessment/recommendations in East Ridge. The goal of this interim presentation is to provide an assessment of what demand exists, and at what scale. This interim presentation will ensure that Victus and East Ridge are on the same page regarding the initial vision for the enhanced/expanded facility, prior to proceeding with the additional phases of operational, financial, and economic analysis.

PHASE II – OPERATIONAL, FINANCIAL & ECONOMIC ANALYSIS

- H. Usage Projections & Operating Pro Forma** - Victus will project both the sustainable daily usage and the number of special or recurring events and attendance that the recommended sports complex could host on an annual basis. For each of the appropriate usage categories that we identify, we will estimate the annual usage by event type, user type, seasonality, etc. These projections will also consider potential usage for non-sports uses during idle periods.



Victus will also develop a custom 5-year financial pro forma to project the annual operating revenues/expenses of the proposed facility. This model will be based on the specific program recommendations and utilization estimates developed in previous study tasks, and we will include detailed operating revenue and expense projections by line item.

Lastly in this task, we will develop a 20-year model assessing the long-term financial needs that could be required not only for operations, but also for long-term capital maintenance.

- I. **Management Options & Operating Model Analysis** - Victus will evaluate options for the on-going operations of the enhanced/expanded sports complex. This analysis will be based on an evaluation of operating structures, staffing requirements, tenant/lease structures, and both public and public/private operating structures for similar sports facility developments regionally and across the country. We will develop a summary of various options regarding the management and operations of the complex, including a discussion of advantages/disadvantages that could be associated with each model.

- J. **Economic & Fiscal Impact Analysis** - It is likely that the construction and operations of a new sports complex would have significant economic and fiscal impacts in the City. In this task, we will utilize our extensive experience conducting economic and fiscal impact studies for sports complexes to prepare estimates of the potential impacts of the proposed East Ridge sports complex. These estimates will be based upon the usage, operating, and financial projections developed by Victus Advisors, the industry-standard IMPLAN economic multiplier system, and the direct spending characteristics of visitors to similar sports complexes. Our economic and fiscal impact analysis for this study will include, but may not be limited to the following estimates:
 - *Incremental Annual Visitation* - Total annual visitors from outside of City limits
 - *Visitor Direct Spending* - Direct spending from visitors that will occur in the City on an annual basis, categorized by industry sector, such as retail, restaurant, hospitality, etc.
 - *Indirect & Induced Spending, Jobs & Wages* – We will calculate indirect and induced impacts throughout the East Ridge economy via the industry-leading IMPLAN multiplier system.
 - *Hotel Nights & Excess Hotel Demand* – Incremental annual hotel nights that could be generated within the City by overnight visitors to the sports complex for multi-day tournaments. We will also analyze the existing hotel availability and identify any potential future need for hotel rooms to accommodate the recommended complex.
 - *Fiscal Impacts* - Incremental local tax revenues that could be generated on an annual basis, such as sales tax, hotel tax, etc.



K. **Funding Options Analysis** – Victus Advisors will develop an analysis of alternative funding sources beyond user and rental fees. Prior to any customized analysis of the local market in East Ridge, a preliminary list of potential public and/or public-private partnership (P3) funding sources for sports facilities could include, but may not be limited to:

- *Public Sector Participation* - General obligation or revenue bonds, Visitor taxes, Ad valorem taxes, Sales taxes, Certificates of participation, Tax increment districts, General funds, Grant programs, etc.
- *Private Sector Participation* - Corporate naming and sponsorships; Private donations and foundation gifts; Tenant, operator, or concessionaire participation; Public-private development (including ancillary development rights); etc.

As part of this analysis, we will also review and analyze naming rights and sponsorship agreements for comparable sports complexes, in order to assess the potential that an enhanced/expanded sports complex in East Ridge could have for private fundraising.

L. **Final Deliverables & Presentations** - At the conclusion of our research and analysis process, we will prepare a final report summarizing all of our market research, facility enhancement recommendations, operational plans, financial and economic analysis, and other key findings, recommendations, and conclusions. We will initially submit this draft deliverable electronically and review it with the project steering committee. Once the client has provided feedback on the draft report, we will prepare a final report and travel to the City to present a summary of our findings in a public meeting.



STUDY TIMELINE

As shown below, Victus Advisors expects to complete the majority of our scope of services in approximately fourteen (14) weeks, from project kickoff meetings to submittal of our draft final report, as shown below:

PROJECT PHASES & TASKS	WEEK:	Phase I									Phase II					
		1	2	3	4	5	6	7	8	9	1	2	3	4	5	
Kickoff Meeting, Site Tours & Stakeholder Interviews																
Phase I - Market Analysis & Demand Assessment:																
Camp Jordan Park Review & Local Sports Market/Facility Analysis																
Comparable Sports Market & Facility Analysis																
Local Sports User Group Interviews																
Local Sports Community Online Survey			DRAFT			DISTRIBUTE			ANALYZE							
Regional/National Sports Event Interviews																
Develop SWOT Analysis & Facility Demand Assessment																
Interim Presentation - Facility Opportunity Assessment																
Phase II - Operational, Financial & Economic Analysis:																
Usage Projections & Operating Pro Forma																
Management Options & Operating Model Analysis																
Economic & Fiscal Impact Analysis																
Funding Options Analysis																
Submit Draft Report & Review/Edit with Steering Committee																
Present Final Study Results in East Ridge (tbd)																tbd

Note: GREEN boxes show three (3) planned Victus trips to East Ridge

Please note, it is assumed that the final public presentation would occur at a later date based upon the City’s scheduling needs/availability.



PROJECT COST & BILLING SCHEDULE

East Ridge, TN

FIXED COST PROPOSAL – Based upon the estimated hours for our assigned consultants to complete the proposed scope of services, our fixed cost proposal is \$75,000, as shown below:

PROJECT TASKS	ESTIMATED HOURS		TOTAL
	Principal \$325	Staff \$195	PROFESSIONAL FEES
Kickoff Meeting, Site Tours & Stakeholder Interviews	16	16	\$8,320
Camp Jordan Park Review & Local Sports Market/Facility Analysis	6	20	\$5,850
Comparable Sports Market & Facility Analysis	4	20	\$5,200
Local Sports User Group Interviews & Online Sports Community Survey	4	32	\$7,540
Regional/National Sports Event Interviews	4	20	\$5,200
Develop SWOT Analysis & Facility Demand Assessment	6	6	\$3,120
Interim Presentation - Facility Opportunity Assessment	8	8	\$4,160
Usage Projections & Operating Pro Forma	8	28	\$8,060
Economic & Fiscal Impact Analysis	8	28	\$8,060
Funding Options Analysis	4	16	\$4,420
Submit Draft Report & Review/Edit with Steering Committee	4	6	\$2,470
Present Final Study Results in East Ridge (tbd)	8	0	\$2,600
TOTAL - HOURS & PROFESSIONAL FEES:	80	200	\$65,000
EXPENSES			BUDGET
Trip 1 - Travel Costs (Airfare, Car, Hotel, Meals) for Two Consultants - Two Days			\$3,000
Trip 2 - Travel Costs (Airfare, Car, Hotel, Meals) for Two Consultants - One Day			\$2,300
Trip 3 - Travel Costs (Airfare, Car, Hotel, Meals) for One Consultant - One Day			\$1,200
Data Purchases - Esri, IMPLAN Economic Data, etc.			\$3,500
TOTAL - FIXED EXPENSE BUDGET:			\$10,000
TOTAL FIXED COST - PROFESSIONAL FEES & EXPENSES:			\$75,000

Please note, this fixed cost proposal includes both professional service fees and a fixed expense budget for travel expenses (up to 3 trips) and purchases of demographic and economic data.

BILLING SCHEDULE – Victus Advisors will bill on a progress basis throughout the project, in four (4) equal installments, with all payments due Net 30, as follows:

- 1) After project kickoff meetings - \$18,750
- 2) 30 days later - \$18,750
- 3) After interim presentation - \$18,750
- 4) After submittal of full draft report - \$18.750

If the City is overdue on payment of any invoices, Victus reserves the right to withhold services or deliverables until payment is received.



Any research, analysis, estimates, projections, findings, and recommendations presented as part of this engagement will reflect analysis of primary and secondary research available to Victus Advisors at the time that our study is conducted, including information provided by the Client, their various partners and stakeholders, and other relevant third-parties. Information provided by third-parties will not be audited or verified by Victus Advisors, unless otherwise noted, and we will assume it to be correct. Victus Advisors will extend their best efforts to assure accurate information, however we make no representation or warranty as to the completeness of any information or estimates contained within any reports that we deliver (written or oral), and we express no assurances of any kind on any projected information. There will be differences between actual events and projections or estimates made by Victus. These differences may be material, as future events and circumstances often do not occur as anticipated. Findings or recommendations made by Victus Advisors will be based solely on the scope of services as defined herein. Victus Advisors cannot be held responsible for any future management actions taken by the Client (or their partners, investors, stakeholders, clients, or subcontractors) on which the future performance of their business or projects will depend.

Victus Advisors shall be acting at all times as an independent contractor, and nothing contained herein shall be deemed or construed to create any partnership, joint venture or employment relationship between Victus Advisors and the Client or its officers, partners, or employees.

Victus Advisors shall be solely responsible for payment of all taxes due on payments made by the Client to Victus.

The Client will own the final deliverables submitted by Victus Advisors and are not restricted in any way in their future use.

The Client may terminate this Letter Agreement at any time by providing ten (10) days' notice in writing from the Client to Victus Advisors. If this Letter Agreement is terminated by the Client as provided in this paragraph, the Client shall pay for services satisfactorily completed by Victus Advisors as of the date of termination, less any payment or compensation previously made.

This Letter Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which, taken together, shall constitute one and the same Letter Agreement. Counterparts may be delivered digitally by transmission of signature pages via email.



The terms of this Letter Agreement are authorized and accepted by the following authorized representatives of the City of East Ridge and Victus Advisors:

City of East Ridge, TN

Victus Advisors LLC

Signature: _____

 _____

Name: _____

_____ Brian Connolly

Title: _____

_____ Managing Principal

Date: _____

_____ December 5, 2023



RESOLUTION NO. 3477

AGENDA MEMORANDUM
REIMBURSEMENT RESOLUTION

December 14, 2023

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

The City of East Ridge is currently moving forward with undertaking both the multi-purpose pavilion project and the Camp Jordan Park, Phase III improvements project. The costs associated with these projects are projected to be \$6.4 million and \$1.5 million respectively. I am recommending that the City bundle the two (2) projects and transact a bond issue in the amount of \$7.9 million. Further, I am proposing that the payment of the debt service would be the revenue streams from the border region tax proceeds (pavilion) and the hotel-motel tax (Camp Jordan, Phase III).

In actuality, it will take a couple of months to complete and close on a bond issue; and eventually receiving the proceeds from the issuance. In the interim period the City will be incurring expenditures pertaining to both of these projects. Therefore, in order to reimburse the City for costs expended by the City on these projects prior to receiving the proceeds it is recommended that the City Officials adopt a resolution declaring their official intent for reimbursement of certain expenditures associated with the multi-purpose pavilion and Camp Jordan Park, Phase III, capital projects.

In summary, the resolution is a declaration of the City's official intent to incur such expenditures on the capital projects in anticipation of reimbursement from the proceeds of the bond issue.

Attachment

JSM/

RESOLUTION NO. 3477

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL DECLARING OFFICIAL INTENT FOR REIMBURSEMENT OF CERTAIN CAPITAL EXPENDITURES FOR CAMP JORDAN, PHASE III AND THE MULTI-PURPOSE PAVILION

BE IT RESOLVED, by the City Council (“Governing Body”) of the City of East Ridge, Tennessee (the “Municipality”), as follows:

- (a) The Internal Revenue Service has issued Treasury Regulation 1.150-2 (the “Regulation”) dealing with the issuance of tax-exempt obligations, all, or a portion of the proceeds of which are to be used to reimburse a governmental unit for certain expenditures made by such governmental unit prior to the date of issuance of the tax-exempt obligations.
- (b) The Regulation generally requires that such governmental unit make a declaration of its official intent to obtain reimbursement for such expenditures out of the proceeds of the subsequently issued tax exempt obligations, that the tax exempt borrowing occur and the reimbursement for previously incurred expenses be made from the proceeds of such tax exempt obligations within 18 months of the payment of such expenditures or, if longer, within 18 months of the date the project is placed in service (but in no event more than three years after the original expenditure is paid).
- (c) The Municipality plans to bonds, capital expenditures with respect to certain public works projects as described in Section 9-21-105 of the Tennessee Code Annotated, as amended, including but not limited to, (a) acquisition, design, site development, construction, maintenance, repair, renovation, equipping and/or improvement of (i) public buildings and facilities, including but not limited to public parks and recreational facilities; (ii) all property, real and personal, related to the foregoing; and (b) payment of legal, fiscal, administrative, architectural and engineering costs incident to any or all of the foregoing (the “Project”) and/or has made such capital expenditures within the past sixty (60) days, and intends to finance all or a portion of such capital expenditures with notes, bonds, or other obligations of the Issuer in an amount not expected to exceed \$8,300,000, the interest of which is intended to be excludable from the gross income of the recipients for federal income tax purposes. The Issuer expects to make such expenditures for costs relating to the Project after the date of this resolution but prior to the issuance of such tax-exempt obligations but may also include any such capital expenditures made within the past sixty (60) days and any other preliminary expenditures permitted by Treasury Regulation 1.150-2.

- (d) This resolution is a declaration of the Issuer's official intent to incur such expenditures in anticipation of reimbursement from the proceeds of tax-exempt obligations and is being adopted pursuant to Treasury Regulation 1.150-2.

Adopted this _____ day of _____ 2023

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3478

AGENDA MEMORANDUM
TRAFFIC STRAIN POLE
JOHN ROSS AND RINGGOLD ROAD

December 14, 2023

Submitted By:


J. Scott Miller, City Manager

SUBJECT:

Sealed bids for the construction/installation of a traffic strain pole at the intersection of John Ross Road and Ringgold Road was advertised in the Times Free Press on October 22, 2023. Also, five (5) traffic signal contractors were notified by the City of this bid opportunity.

Bids for this project were publicly opened and read aloud on November 14, 2023. In light of the fact that five (5) contractors were notified, the City received only one (1) bid from NABCO Electric in the amount of \$27,942.50.

NABCO Electric has completed various traffic signal work in the City of East Ridge for numerous years. One of their largest projects in East Ridge included the construction of the signalization system on the east side of the I-75 and Ringgold Road intersection back in 2017. Based on NABCO's excellent and reputable work history with the city over the years, it is recommended by City Staff (Mike Ailey and myself) and Steve Meyer, Traffic Engineer, to award the bid for this project to NABCO Electric in the amount of \$27, 942.50. This project will be funded under the Ringgold Road Multi-Modal Project.

For your information this project is for the "construction/installation" of a traffic strain pole. The purchase of the traffic signal strain pole from Southern Lighting & Traffic Systems in the amount of \$13,149 was authorized by the City Council at their regular business meeting of September 14, 2023.

Attachment

JSM/

RESOLUTION NO. 3478

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDING A BID FOR THE INSTALLATION OF A TRAFFIC SIGNAL STRAIN POLE AT THE INTERSECTION OF RINGGOLD ROAD AND JOHN ROSS ROAD AS PART OF THE MULTI-MODAL PROJECT

WHEREAS, sealed bids were received on November 14, 2023 at 2:00 pm for the installation of a new traffic signal strain pole for the intersection of Ringgold Road and John Ross Road as part of the Multi-Modal Project; and

WHEREAS, one bid was received from NABCO Electric Company, Inc.; and

WHEREAS, City staff has maintained a file of the bid which was submitted; and

WHEREAS, after conducting a public bid opening and after reviewing the bid documents, City staff recommends the bid for the installation of a traffic signal strain pole at the intersection of Ringgold Road and John Ross Road be awarded to NABCO Electric Company, Inc. in the amount of \$27,942.50.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that bid for the installation of a traffic signal strain pole at the intersection of Ringgold Road and John Ross Road is hereby awarded to NABCO Electric Company, Inc., in the amount of \$27,942.50.

BE IT FURTHER RESOLVED that the Mayor, or his designee, is authorized to execute the necessary contract documents on behalf of the City consistent with the Traffic Signal Strain Pole bid.

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 on this _____ day of _____ 2023.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

NABCO Electric Company, Inc

2800 2nd Avenue
Chattanooga, TN 37407

Phone: (423) 624-0073
Email: rdowney@nabcoelectric.com

Robert Downey



Bid Proposal

Bid Date	11/13/2023
Bid No	B1768

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

Re: John Ross @ Ringgold Road
Traffic Strain Pole

Scope of Work

Construction/installation of a traffic strain pole per scope of work provided

ITEM NO.	DESCRIPTION	UNIT	QTY	Unit Price	TOTAL
712-01	Traffic Control	LS	1	\$ 4,500.00	\$ 4,500.00
730-01.04	Modification of Existing Signal Equipment	LS	1	\$ 6,975.00	\$ 6,975.00
730-09.20	Span Wire Assembly	LF	245	\$ 5.50	\$ 1,347.50
730-24.08	Foundation (Traffic Strain Pole)	Each	1	\$ 15,120.00	\$ 15,120.00
	TOTAL				\$ 27,942.50

Total \$ 27,942.50

Title to all equipment (but not material) furnished by NABCO to the above named shall remain in NABCO until paid therefor. The above named, by accepting this Proposal, grants to NABCO a purchase money security interest in all equipment furnished by NABCO. In the event the equipment furnished by NABCO to the above named as part of this estimate equals or exceeds Five Thousand Dollars (5,000.00), Owner shall execute a UCC-1 financing statement(s) prior to delivery of equipment. All material is guaranteed to be specified. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner is to carry fire, tornado and other necessary insurance. Our workers are fully covered by NABCO's workmen's compensation insurance. This Proposal may be withdrawn by us if not accepted within (30) days.

**TN LICENSE #13296 exp. 11/30/2024 CLASS BC; CE;
UNLIMITED**

www.nabcoelectric.com

RESOLUTION NO. 3479

AGENDA MEMORANDUM
NORTH MACK SMITH ROAD WIDENING PROJECT

December 14, 2023

Submitted By:


J. Scott Miller, City Manager

SUBJECT:

The City Council at their regular business meeting of September 14, 2023 approved a roadway plan for the North Mack Smith Road Widening Project that would divide the project into two (2) phases, as follows:

Phase 1

- Construct the North Mack Smith Road widening project from Ringgold Road to the north property line of the Fairfield Inn and Suites (south property line of the Retirement Center) per the design plans dated January 19, 2022, and stop at this point.
- Construct the drainage system along the east side of North Mack Smith Road to the end of the property line of the Budgetel (before the curve in the road).
- Build a 2-lane roadway from the south property line of the Budgetel to the north property line of the Budgetel within the City's existing ROW.

Phase 2 (to be constructed at the time the City is able to obtain the necessary right-of-way acquisition)

- Continue the construction of North Mack Smith Road from the north property line of the Fairfield Inn and Suites, per the design plans dated January 19, 2022, to the front gate of the Gateway Development.

Phase 1 of the North Mack Smith Widening Project was formally bid during the month of November 2023 and bid submissions were received and publicly opened and read aloud on November 30, 2023. The City received three (3) bids from general contractors, as follows:

- Talley Construction \$2,474,599.78
- Thomas Brothers Construction \$4,998,135.50
- Adams Contracting, LLC \$2,335,643.00

ASA Engineering (Jeff Sikes, PE) completed an evaluation of the bids submitted on the subject project and found no discrepancies with the Adams Contracting, LLC bid. Therefore, Mr. Sikes and myself find that Adams Contracting, LLC is the lowest responsible bidder and we recommend that the City award the contract to Adams in the amount of \$2,335,643.

Attached hereto please find a copy of agenda memorandum dated September 14, 2023 providing information on why this road widening project is being phased for construction.

The North Mack Smith Road Widening Project is to be funded with the proceeds from the \$10 million bond issue transacted in 2022.

Attachment

JSM/

RESOLUTION NO. 3479

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDING A BID FOR THE MACK SMITH ROAD WIDENING AND IMPROVEMENTS PROJECT TO ADAMS CONTRACTING, LLC

WHEREAS, sealed bids were opened and publicly read on November 30, 2023, at 2:00 p.m., at East Ridge City Hall for the North Mack Smith Widening and Improvements Project; and

WHEREAS, the City received three bids and staff has maintained a bid file containing the bids and other required information received; and

WHEREAS, after reviewing the bids submitted, City staff recommends awarding the bid to Adams Contracting, LLC in an amount of \$2,335,643.00; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the bid for the North Mack Smith Widening and Improvements Project be awarded to Adams Contracting, LLC in the amount of \$2,335,643.00.

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

Adopted this _____ day of _____ 2023.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

AGENDA MEMORANDUM
NORTH MACK SMITH ROAD WIDENING PROJECT

September 14, 2023

Submitted By:

J. Scott Miller, City Manager

SUBJECT:

The City Council at their regular business meeting of August 24, 2023 authorized City Staff and ASA Engineering to finalize the construction and bid documents for the N. Mack Smith Road widening project from Ringgold Road to the north property line of the Fairfield Inn and Suites, and to continue the road construction from that point to the entrance to the Gateway Development within the existing City Right-of-Way (ROW); and thereafter, to formally bid the project.

City Staff (Mayor Brian Williams and Mark Litchford by phone and myself) and ASA Engineering (Jeff Sikes and Brandie Cookston) met on August 30th to work on a roadway design within the City's 50-foot ROW from the north property line of the Fairfield Inn and Suites to the front gate of The Gateway Development. However, it was realized that the stretch in front of the hotel and the Retirement Center had a 30–34-foot access ROW. To construct a 3-lane roadway with 5-foot sidewalks (one-side) and curb/gutters, one needs approximately 44 feet; therefore, the City would be limited to building only a 2-lane roadway. The City would need to acquire ROW from Tract 1 in order to construct a 3-lane roadway.

Building a 2-lane roadway was not an acceptable alternative to the group. After discussion the group developed a roadway plan that would be broken down into two (2) phases. Phase I would entail the following:

- Construct the N. Mack Smith Road widening project from Ringgold Road to the north property line of the Fairfield Inn and Suites (south property line of the Retirement Center), per the design plans dated January 19, 2022, and stop at this point.
- Construct the drainage system along the east side of N. Mack Smith Road to the end of the property line of the Budgetel (before the curve in the road).
- Build a 2-lane roadway from the south property line of the Budgetel to the north property line of the Budgetel within the City's existing ROW.

Phase 2 would entail the following at the time the City is able to obtain the necessary ROW acquisition:

- Continue the construction of the N. Mack Smith Road from the north property line of the Fairfield Inn and Suites, per the design plans dated January 19, 2022, to the front gate of The Gateway Development.

In summary, a 3-lane roadway from the north property line of the Fairfield Inn and Suites to the front gate of The Gateway Development is not feasible since a 50-foot road ROW does not continuously exist between the two sites. Building a 2-lane roadway would not be adequate to handle the amount of vehicular traffic anticipated to be generated by The Gateway Development at build out. The practical solution is to construct the N. Mack Smith Road widening project to the specifications of the engineering plans dated January 19, 2022 by ASA Engineering and build it in two phases as proposed earlier in this memo, and complete Phase 2 when right-of-way acquisitions are complete.

At the August 24th regular meeting the City Council amended Resolution No. 3432 to approve the plans to construct the road up to the Fairfield Inn and Tract 1, and thereafter, construct the road up the Gateway Development within the City's 50-foot right-of-way. Should the City Council agree to construct this roadway widening project into phases then this resolution will need to be rescinded and replaced with a resolution that will break the roadway widening project into phase 1 and phase 2 as outlined in the third paragraph of this agenda memo.

JSM/

RESOLUTION NO. 3480

AGENDA MEMORANDUM

December 14, 2023

Submitted by:

Diane Qualls

Diane Qualls, Finance Director

SUBJECT:

Staff would like to participate in the United States General Services Administration Purchasing Program known as "GSA". This will allow the city to purchase equipment and supplies at more cost-effective prices. Per state law the city is allowed to join with the approval of the governing body.

RESOLUTION NO. 3480

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING PARTICIPATION BY THE CITY OF EAST RIDGE IN THE UNITED STATES GENERAL SERVICES ADMINISTRATION PURCHASING PROGRAM (“GSA”)

WHEREAS, the City Council of the City of East Ridge wishes to conserve resources and reduce the costs of procuring necessary equipment, supplies and services; and

WHEREAS, GSA provides centralized procurement for the Federal Government, as well as State and Local governments, offering billions of dollars’ worth of cost-effective, high-quality products and services from commercial vendors needed to serve the public; and

WHEREAS, the City of East Ridge wishes to participate in the GSA Purchasing Program in order to take advantage of these cost-effective products and services as a benefit to the citizens of East Ridge; and

WHEREAS, the GSA purchasing procedures comply with the purchasing requirements of the Tennessee Code Annotated and the Charter and Ordinances of the City of East Ridge; and

NOW, THEREFORE, BE IT RESOLVED that the City of East Ridge is authorized to participate in the GSA Purchasing Program, subject to continued compliance with all State and City of East Ridge statutes, ordinances, rules, and regulations which may apply, as well as the rules and regulations of the GSA Purchasing Program.

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

Adopted this the _____ day _____ 2023.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

RESOLUTION NO. 3481

AGENDA MEMORANDUM

Laser Aiming Device Purchase

Date: 11/30/2023

Submitted by:

Josh Creel, Assistant Chief of Police

Name, Title

SUBJECT:

The East Ridge Police Department received grant funding (VCIF Grant). As part of the budgeted expenditures, we included Night Vision packages for the ERPD SWAT Team. The vendor, ADS, is a federal GSA contract holder for the devices, specifically the laser aiming modules. The East Ridge Police Department requests the purchase of ten (10) ATPIAL PEQ-15 Laser aiming modules as part of our night vision equipment in the amount of \$15,907.30. The expenditure will be reimbursed from the funds awarded and previously accepted by council under the Violent Crime Intervention Fund grant.

The night vision devices, along with the associated equipment will increase the East Ridge Police Department's ability to respond to violent crime incidents and tactical situations. The devices will also be used by SWAT members in their daily duty assignments to obtain tactical advantage and surveillance.

The GSA Contract Number regarding the devices is 47QSMA19D08Q1.

Attachment: ADS Quote dated 11-15-2023

RESOLUTION NO. 3481

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER OR HIS
DESIGNEE TO PURCHASE TEN (10) LASER AIMING
MODULES FROM ADS THROUGH THE U.S. GENERAL
SERVICES ADMINISTRATION (“GSA”)**

WHEREAS, the East Ridge Police Department previously received grant funding through the Tennessee Office of Criminal Justice Program Violent Crime Intervention Fund (“VCIF”); and

WHEREAS, the Police Department would like to purchase ten (10) Laser Aiming Modules from ADS through the GSA Purchasing Program and be reimbursed from the funds received from the VCIF grant; and

WHEREAS, the GSA contract price from ADS through the GSA Purchasing Program is \$15,907.30.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee is authorized to purchase and execute all documents necessary to purchase ten (10) Laser Aiming Modules from ADS through the GSA Purchasing Program, contract #47QSMA19D08Q1.

BE IT FURTHER RESOLVED that the total cost of the ten (10) Laser Aiming Modules is \$15,907.30, to be reimbursed from funds received from the VCIF grant.

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 _____ 2023

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



**OUR PURPOSE.
YOUR MISSION.**

621 Lynnhaven Pkwy Ste 160
Virginia Beach, VA 23452
PHONE: (757) 481-7758 **FAX:** (757) 481-7758

CAGE: 1CAY9 **DUNS:** 027079776
UEI: GJMSFBCNMSK3
FEDERAL TAX ID: 54-1867268

QUOTE Q-422800	
QUOTE NUMBER	Q-422800
QUOTE DATE	1/15/2023
CONTRACT TYPE	GSA 47QSMSA19D08Q1

BILL TO

NAME EAST RIDGE TN PD
ATTN: Josh Creel

ADDRESS 4214 Ringgold Road
East Ridge, TN 37412
US

SHIP TO

NAME EAST RIDGE TN PD
ATTN: Josh Creel

ADDRESS 4214 Ringgold Road
East Ridge, TN 37412
US

TERMS	DODAAC / TIN	INSIDE SALESREP	OUTSIDE SALESREP
30 NET		ALOMBRO, MICHAEL 757-416-7513 malombro@adsinc.com	HOUSE, VERTICAL - FEDERAL SLED OR 757 416 7513 sled@adsinc.com

MANUFACTURER PART NUMBER	ADS PART NUMBER	PART DESCRIPTION	QTY	COUNTRY OF ORIGIN	LEAD TIME (DAYS)	GSA REMARKS	UNIT PRICE	EXTENDED PRICE
ATP-000-A22	ATP-000-A22	ATPIAL ASSY STD LOW/PRO, BLACK	10	United States		GSA 47QSMSA19D08Q1 S&L	\$1,590.73	\$15,907.30

SUBTOTAL:	\$15,907.30
TAX:	
FREIGHT:	
TOTAL:	\$15,907.30

Notes:

Compliance Statement for Shipment of Controlled Items

ITAR and EAR: These items are controlled by the U.S. Government and authorized for export only to the country of ultimate destination for use by the ultimate consignee or end-user(s) herein identified. They may not be resold, transferred, or otherwise disposed of, to any other country or to any person other than the authorized ultimate consignee or end-user(s), either in their original form or after being incorporated into other items, without first obtaining approval from the U.S. government or as otherwise authorized by U.S. law and regulations.

ECC: N/A

Returns and Exchanges

Returns and exchanges may be subject to restocking fees. Certain products are not eligible for returns or exchanges

Product availability, prices and delivery dates are based upon current information at the time of quote. All information is subject to reconfirmation upon finalization of order. Quotes with the DRAFT watermark are not official ADS quotes and are subject to change at any time.

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ADS's ability to provide the products listed herein is contingent on ADS's ability to obtain any and all required export/import licenses. If licenses are required, additional fees may be added to account for these regulatory obligations. If the recipient is not a US federal government entity, this quote is an offer to sell expressly conditioned on the buyer's acceptance of the standard Terms and Conditions of sale posted at www.adsinc.com/termsandconditions/sale, unless agreed terms are expressly referenced elsewhere on this quote. All other terms and conditions are rejected.

RESOLUTION NO. 3482

AGENDA MEMORANDUM

Leica Forensic Scanner Purchase

Date: 11/30/2023

Submitted by:

Josh Creel, Assistant Chief of Police

Name, Title

SUBJECT:

The East Ridge Police Department received grant funding (VCIF Grant). As part of the budgeted expenditures, we included a forensic laser scanner package. The vendor, Hexagon, is a federal GSA contract holder for the device. The East Ridge Police Department requests the purchase of a forensic laser scanner package from Hexagon in the amount of \$28,958.97. The expenditure will be reimbursed from the funds awarded and previously accepted by council under the Violent Crime Intervention Fund grant.

The scanner and associated equipment will increase the East Ridge Police Department's ability to investigate and document crime, crash, and arson scenes. Additionally, the device will provide the ability to assist officials with other city departments such as fire and codes in cases of structural investigations.

The GSA Contract Number regarding the device, software, and accessories is 47QTCA18D003G.

Attachment: Hexagon Quote dated 11-17-2023

RESOLUTION NO. 3482

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER OR HIS
DESIGNEE TO PURCHASE A FORENSIC LASER
SCANNER PACKAGE FROM HEXAGON THROUGH THE
U.S. GENERAL SERVICES ADMINISTRATION (“GSA”)**

WHEREAS, the East Ridge Police Department previously received grant funding through the Tennessee Office of Criminal Justice Program Violent Crime Intervention Fund (“VCIF”); and

WHEREAS, the Police Department would like to purchase a forensic laser scanner package from Hexagon through the GSA Purchasing Program and be reimbursed from the funds received from the VCIF grant; and

WHEREAS, the GSA contract price from Hexagon through the GSA Purchasing Program is \$28,958.97.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee is authorized to purchase and execute all documents necessary to purchase a forensic laser scanner package from Hexagon through the GSA Purchasing Program, contract # 47QTCA18D003G.

BE IT FURTHER RESOLVED that the total cost of the forensic laser scanner package is \$28,958.97, to be reimbursed from funds received from the VCIF grant.

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 _____ 2023

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



HEXAGON

US FEDERAL

QUOTE: **11172023 East Ridge Police GSA**

Date: 2023-11-17

Company: East Ridge Police Department
Contact: Josh Creel
Phone: 423-622-1725
Email: jcreel@eastridgetn.gov

Address: 4214 Ringgold Rd.
City: East Ridge
State: TN
Zip: 37412

Part Number	Product Description	Quantity	List Price	Total
951110 *	BLK360 G2 Laser Scanner, System package consisting of: 1x BLK360 G2 Laser Scanner 1x GVP739 Transportation Case (930175) 3x GEB825 Battery (825081) 1x GKL825 Multicharger (919898) 1x GEV278 USB Cable (879634) 1x BLK cleaning cloth (939182) 1x Leica BLK360 G2 Quick Guide (956370) 1x Leica BLK360 G2 USB Documentation Card (954446) 1x Leica Cyclone FIELD 360 Info sheet (965119)	1	21659.45	\$ 21,659.45
6017499 *	1 yr BLK360 G2 Laser Scanner CCP, Basic	1	\$ 175.62	\$ 175.62
853638	GST29, BLK360 Tripod	1	\$ 375.00	\$ 375.00
879639	GVP735, BLK Mission Bag	1	\$ 198.00	\$ 198.00
979839 *	Cyclone REGISTER 360 PLUS (BLK Ed) Perm.	1	\$ 4,223.17	\$ 4,223.17
6018137 *	Cyclone REGISTER 360 PLUS (BLK Ed) CCP 1yr	1	\$ 777.73	\$ 777.73
6017426	1 Yr. TLS Smart Plan Basic includes: Unlimited Viewing of Pre-Recorded Material Unlimited Monthly Live Virtual Training for 1 Person Training License	1	\$ 1,500.00	\$ 1,500.00
* Indicates GSA Schedule 47QTCA18D003G Pricing				Sub-Total: \$ 28,908.97

Local sales tax and delivery costs will be added to the final invoice.
This quotation is valid for 30 days after submittal date.
Lead Time 4 Weeks ARO
Country of Origin - Switzerland
Offer subject to [Leica Geosystems terms and conditions](#).
Full [Software License Agreement & Full Standard Warranty](#).

TOTAL: \$ 28,908.97
Shipping \$ 50.00

Customer acceptance

With your signature you accept our offer on behalf of your company as above and you confirm that you are authorized to do so.

Accepted by: _____ Date: _____

Signature: _____ PO: _____

Please send the signed quote to the attention of:
Leica Geosystems, Inc.
5051 Peachtree Corners Circle
Norcross, GA 30092

Representative: Shawn Slade
Phone: +1 (303) 799-9453
Email: shawn.slade@hexagonusfederal.com

RESOLUTION NO. 3483

AGENDA MEMORANDUM

Night Vision Device Purchase

Date: 11/30/2023

Submitted by:

Josh Creel, Assistant Chief of Police

Name, Title

SUBJECT:

The East Ridge Police Department received grant funding (VCIF Grant). As part of the budgeted expenditures, we included Night Vision packages for the ERPD SWAT Team. The vendor, Night Vision Devices INC (NVD), is a federal GSA contract holder for the devices, specifically the monocular and helmet mounts. The East Ridge Police Department requests the purchase of eleven (11) PVS-14 Systems along with the associated mounts as part of our night vision equipment in the amount of \$45,718.32. The expenditure will be reimbursed from the funds awarded and previously accepted by council under the Violent Crime Intervention Fund grant.

The night vision devices, along with the associated equipment will increase the East Ridge Police Department's ability to respond to violent crime incidents and tactical situations. The devices will also be used by SWAT members in their daily duty assignments to obtain tactical advantage and surveillance.

The GSA Contract Number regarding the devices is 07F-0022V. Please note that the Wilcox L4, GO1 J-Arm Adapters are open market priced in the quote. The expenditure is less than \$3,000 of the quoted package price.

Attachment: NVD Quote dated 11-14-2023

RESOLUTION NO. 3483

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER OR HIS
DESIGNEE TO PURCHASE ELEVEN (11) PVS-14 NIGHT
VISION SYSTEMS FROM NIGHT VISION DEVICES, INC.
THROUGH THE U.S. GENERAL SERVICES
ADMINISTRATION (“GSA”)**

WHEREAS, the East Ridge Police Department previously received grant funding through the Tennessee Office of Criminal Justice Program Violent Crime Intervention Fund (“VCIF”); and

WHEREAS, the Police Department would like to purchase eleven (11) PVS-14 night-vision systems from Night Vision Devices, Inc. through the GSA Purchasing Program and be reimbursed from the funds received from the VCIF grant; and

WHEREAS, the GSA contract price from Night Vision Devices, Inc. through the GSA Purchasing Program is \$45,718.32.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager or his designee is authorized to purchase and execute all documents necessary to purchase eleven (11) PVS-14 night-vision systems from Night Vision Devices, Inc. through the GSA Purchasing Program, contract #07F-0022V.

BE IT FURTHER RESOLVED that the total cost of eleven (11) PVS-14 night-vision systems is \$45,718.32, to be reimbursed from funds received from the VCIF grant.

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 _____ 2023

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



DOMESTIC QUOTE

FORM 400170, REV. D, 09-26-2023

NIGHT VISION DEVICES, INC.
5583 Roosevelt Street
Whitehall, PA 18052

CAGE CODE: 36ZQ7
DUNS: 165251906
TIN/EIN: 202232863

SEE ORCA FOR OFFICIAL CERTIFICATION

Date:	11/14/2023
Quote:	JL111423-East-Ridge-TN-02
Expiration Date:	1/14/2024

Electronic Funds Transfer (EFT)
 Financial Institution: Meridian Bank
 ABA Routing #: 031918828
 Account #: 4082525

TO: East Ridge Police Department
 Attn: Assistant Chief of Police Joshua Creel
 4214 Ringgold Road
 East Ridge, TN 37412

Shipping Method	Shipping Terms	Inspection/Acceptance	Payment Terms
UPS Ground	FOB Origin	FOB Destination	Net 30

Qty	Part #	Description	Unit Price	ARO	Line Total
11	PVS-14 White 2200	PVS-14 System, w/ P-45 White Phosphor, Min FOM 2200, Standard Accessory Kit, (10) Year Warranty	\$3,441.06	60-90 Days	\$ 37,851.66
11	28300G24-B	Wilcox L4, G24 Helmet Mount, Color-Black	\$ 479.71	60-90 Days	\$ 5,276.81
		GS # 07F-0022V			
11	26300G01-B	Wilcox L4, G01 J-Arm Adapter, Color-Black	\$ 228.35	90-120 Days	\$ 2,511.85
		Open Market Item			\$ -
Subtotal					\$ 45,640.32
Shipping (UPS Ground-37412)					\$ 78.00
Total					\$ 45,718.32

Quotation prepared by: 
 Senior Director, Business Development

Any Purchase Order(s) Resulting from this quote are subject to Night Vision Devices, Inc.'s Terms and Conditions available at:
<https://www.nvdevices.com/terms-and-conditions/>

Export of the commodities described herein is strictly prohibited without a valid export license issued by the U.S. Department of State Office of Munitions Control prescribed in the International Traffic in Arms Regulations (ITAR) Title 22. Code of Federal Regulations parts 121-128.