



City of East Ridge

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

Office of the City Manager
J. Scott Miller

MONTHLY REPORT

FOR

SEPTEMBER 2025

J. SCOTT MILLER CITY MANAGER

Brian Williams
Mayor

David Tyler
Vice-Mayor

Jacky Cagle
Councilmember

Jeff Ezell
Councilmember

Andrea Witt
Councilmember

J. Scott Miller
City Manager

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Office of the City Manager
J. Scott Miller

CITY MANAGER REPORT SEPTEMBER 2025

To: Mayor and Councilmembers, City Staff, and Residents of East Ridge

Please find attached the September 2025 City Manager's Monthly Report. This report includes information submitted by the various departments which is then organized and compiled for your review.

This report recognizes the City's efforts to remain transparent and to keep the City moving forward in a positive direction.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

J. Scott Miller
City Manager



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Jennifer Deitrick
City Clerk
Administration Department

September 2025 Business License and Beer Permits Monthly Report

BUSINESS LICENSE:

<i>DATE</i>	<i>BUSINESS NAME</i>	<i>ADDRESS</i>
09/03/2025	Firm Land Investments, LLC	1515 McBrien Road, East Ridge, TN 37412
09/04/2025	N-U Siding, LLC	5495 Oakdale Ave, East Ridge, TN 37412
09/09/2025	Café Del Sur	5310 Ringgold Road, East Ridge, TN 37412
09/12/2025	Tienday Panaderia Maya #6	4103 Ringgold Road, East Ridge, TN 37412
09/16/2025	Ricki Vazquez Remodeling, Inc.	2005 Schmidt Road, East Ridge, TN 37412

BEER PERMITS

<i>DATE</i>	<i>BUSINESS NAME</i>	<i>ADDRESS</i>
NONE		



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Cameron McAllister
 Administrator
 Economic & Community Development

September 2025 Economic & Community Development Monthly Report

GRANT MANAGEMENT:

<i>Fiscal Year</i>	<i>Grant Name</i>	<i>Project</i>	<i>Department</i>	<i>Status</i>
FY15	PIN 131488.00	John Ross Road Resurfacing	Administration	Active
FY22	Tennessee American Water	Rain Gardens	Parks & Recreation	Active
FY23	Local Parks & Recreation Fund	Community Center Renovation	Parks & Recreation	Active
FY24	Safe Streets for All	Safety & Crash Statistic Plan	Administration	Active
FY25	Statewide School Resource Officer Endowment	School Resource Officers	Police Department	Pending Closeout
FY25	THSO High Visibility	Saturation	Police Department	Active
FY25	Bureau of Justice BVP	Vest Replacement	Police Department	Active
FY25	Domestic Preparedness Homeland Security	AVON Protective Mask Kit(s)	Police Department	Pending Closeout
FY25	AWCF Water and Environment Grant	Canoe Launch Reconfiguration and River Rescue Funding	Administration/Parks & Recreation	Active
FY25	Transportation Improvement Plan	Scruggs Road Reconstruction	Administration	Active
FY25	Brownfield Assessment	Multi-County Development	Administration	Active
FY26	Animal Friendly Grant	Spay & Neuter Program	Animal Services	Active
FY26	THSO High Visibility	Radar(s) & Saturation	Police Department	Active
FY26	Statewide School Resource Officer Endowment	School Resource Officers	Police Department	Active
FY26	Hamilton County Leaning into Communities Grant	Springvale Park Redevelopment Project	Parks & Recreation	Application Pending Approval
FY26	Firehouse Public Safety Grant	Emergency Personnel ATV	Fire Department	Application Pending Approval
FY26	Tennessee American Firefighter Support Grant	Replacement Batteries	Fire Department	Application Pending Approval
FY26	Domestic Preparedness Homeland Security	ATM Thermal Monocular(s)	Police Department	Application Pending Approval
FY26	PEP Property Conservation Grant	Surveillance/Security System	Venue 1921 at East Ridge	Application Pending Approval

PUBLIC RELATIONS / COMMUNITY OUTREACH:

Facebook (@City of East Ridge – Government) Number of posts – 37	Platform Followers: 10,057
Instagram (@CityofEastRidge) Number of posts – 20	Platform Followers: 914
Twitter (@CityofEastRidge) Number of posts – 18	Platform Followers: 703

PRESS RELEASE/PUBLIC NOTICE FOR MEDIA:

<i>Press Release Date</i>	<i>Press Release Name</i>	<i>Department (If Applicable)</i>
9/5/2025	SBA Disaster Loan Outreach	Administration
9/23/2025	Fall Festival Media Alert	Parks & Recreation
9/29/2025	John Ross Road Resurfacing	Administration/Traffic Control



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Michelle Sinigaglio
 Human Resources Director
 Administration Department

September 2025 City of East Ridge Human Resources Monthly Report

EMPLOYEE DATA:

<i>HEADCOUNT</i>	<i>BUDGET</i>	<i>ACTUAL</i>
Full-Time Employees	157	152
Part-Time Employees	22	23
TOTAL:	179	175

New Hires	6
Police Officer (2)	
Customer Service Clerk	
Venue Manager	
Part-time Park Attendant (2)	
Terminations	3
Customer Service Clerk	
Groundskeeper	
Police Officers	
Transfers	0
In Onboarding Process	2
Crossing Guard (2)	
Recruiting For	
Patrol Officers	
School Crossing Guards	
Groundskeeper	
Firefighter	
Records Clerk	
Police Department Reservists	5
Volunteer Firefighters	5
Pending Retirements	1
Admin and/or Medical Leave	2



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Patricia Cassidy
Court Clerk
Municipal Court

September 2025 City of East Ridge Municipal Court Monthly Report

Number of Citations Issued September 2025: 39 Traffic Citations

COURT APPEARANCES:

<i>DATE</i>	<i>CRIMINAL</i>	<i>TRAFFIC</i>	<i>COME BACKS (To Pay)</i>
09/02/2025	3	N/A	N/A
09/09/2025	68	31	18
09/16/2025	49	29	57
09/23/2025	42	26	37
09/29/2025	12	N/A	N/A
TOTAL:	174	86	112 (Less than half show)

NOTES: Only custody hearings were held on September 2 September 29



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Clint Uselton
Police Chief
Police Department

September 2025

City of East Ridge Police Chief's Monthly Report

The City of East Ridge Police Department responded to a total of 1,752 calls for service during September 2025.

The department filled a total of 30 open records requests from citizens and the District Attorney's Office.

A total of 603 citations were issued from 658 traffic stops.

The East Ridge Police Department made a total of 60 physical arrests that included 84 misdemeanor charges and 39 felony charges.

The East Ridge Police Department answered 7 calls within the City of Ridgeside and conducted daily self-initiated activities (directed patrols, park and walks, etc.).

Currently have 1 officer in the Field Training Program and 2 officers in the Police Academy.



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Clint Uselton
Police Chief
Police Department

September 2025 City of East Ridge Police Department Administrative Division Monthly Report

Records Division / Property and Evidence Division / Open Records /
Training / General Administration / School Resource Officer

ERPD Administrative Division

Lieutenant Rogers
Car 14 – 48,657 miles

East Ridge Police Department Open Records / Court Operations / Fleet Maintenance / Station Officer, Quartermaster, IT Liaison, School Resource Officer

- General Admin Duties
- Met with Records Division, Property and Evidence Division, Training Sgt., School Resource Officer and Station Officer
- Assisted officers, personnel, and citizens with various requests.
- Mediated technical problems with software/databases and hardware.
- Worked on TylerRMS property module
- Assisted with IT-related Issues
- Fleet Maintenance
- Report Hamilton County Data
- Dash/Body camera maintenance
- City Court duties
- Officer account setup and resolving various account issues
- Policy review
- Issued equipment to Officers
- V-Academy
- Assisted / assigned open records requests
- New hire onboarding
- Updated policies

Station Officer
 Corporal M. Crisp
 Car 56 – 91,616 miles

CITIZEN CONTACTS:

Citizen Contacts / Reports for Citizens in Lobby	13
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OPEN RECORDS:

Open Records Requests Received / Completed	30 /27
Open Records Preparation Time	13.5 Hours

COURT OPERATIONS:

Hamilton County Grand Jury Cases Presented	4
Hamilton County Grand Jury Cases Requested	5
Total Hamilton County Grand Jury Appearances	1
Hamilton County Grand Jury File Preparation Time	4 Hours
East Ridge Municipal Court Appearances	2
East Ridge Municipal Court Prisoner Transport Assists	2

ERPD Records Division
 Candace Brown, Pam Aalberg, Myra Miracle

<i>INCIDENT REPORTS</i>	<i>ARREST REPORTS</i>	<i>CITATIONS ISSUED</i>	<i>CALLS FOR SERVICE</i>
246	124	78	1,991

- NCIC Transactions – varies daily.
- NCIC entries made by Hamilton County 911 Communications are checked by East Ridge Records staff daily.
- Temporary Protection Orders are checked and/or modified daily.
- Validations – vary by month and include 10-50 entries per month.
- NCIC testing and training.
- Emails from Hamilton County 911 Communications are checked daily.
- E-Agent checked daily to ensure no unauthorized transactions have taken place.
- Answered multiple phone calls and emails for police department daily.
- Assisted visitors inside the police/fire departments daily.

- Assisted multiple officers/detectives in case investigations and background checks.
- Fire Department reports checked for accuracy and compliance.
- Entered Fire Department reports in Fire Program and corrections made when needed.
- Reports sent weekly to NFIRS (state program) – reports validated and corrected.
- Answered emails and phone calls daily regarding Police and Fire Department related questions.
- Worked with Hamilton County 911 with CAD assignments on new Officers

ERPD Property and Evidence Division

Brandy Dove

Items Entered	134
Items Disposed	7
Narcotics Disposed (grams)	7.5
Firearms – prepared for trade / sale	0
Firearms traded / sold (Compass Auctions)	0
Other items sold on Compass - TOTAL	0
Vehicles sold on Compass	0
General Items	0

DRUGS SEIZED:

Pills (dosage units)	36
Cocaine (grams)	0
Crack Cocaine (grams)	0
Heroin (grams)	9.48
Meth (grams)	29.52
Marijuana (grams)	123.9
MDMA (grams)	0
Fentanyl (grams)	2.7
Fentanyl (pills)	0
Ecstasy (dosage units)	0
Mushrooms (grams)	0

Training Sergeant

Sergeant J. Massengale

Car 53 – 56,392 miles

TRAINING AND PERSONNEL:

The Training Sergeant prepared new hire Clayton Lowrance for the Police Academy beginning September 15. Preparation included completion of the POST application packet, academy packet, and fingerprint submission. The applicant was required to redo his medical paperwork per East Ridge policy and successfully completed all requirements to attend orientation on September 3.

Background processing was completed for a second Police Academy applicant on September 3. The Academy approved the applicant to attend the orientation; however, the applicant was unable to attend due to late hiring and paperwork required by the process.

Onboarding was completed for Phillip Bonanno.

Information for officer training credits was entered into ACADIS.

Paperwork for the Police Academy was completed for John Jones:

- TASER 7 certification
- A letter was written for O.C.
- Pistol qualification prior to academy attendance.

An open range day was held on September 19 with five officers participating. A pistol class was conducted for two new reserve officers, Oxford and Crawford.

EQUIPMENT AND SUPPLIES:

An ammunition shipment was received, stored in the weapons-side quartermaster area, and added to the inventory count. Duty belt equipment was ordered for Officers Oxford and Crawford through GT Distributors.

School Resource Officers

East Ridge High School

Cpl. E. Massengale – Vehicle # 88 Mileage: 15,750
Warrants Obtained: 6
Offense Reports: 11

East Ridge Middle School

Officer Landrum - Vehicle # 87 Mileage: 19,298
Warrants Obtained: 2
Offense Reports: 22
Field Interview: 1
SIA: 1
Calls for Service: 25

East Ridge Elementary School

Cpl. Chadwick – Vehicle # 03 Mileage: 62,154
Offense Reports: 2
SIA: 51
Calls for Service: 46

Spring Creek Elementary School

Officer Chavez – Vehicle # 08 Mileage: 36,548
Offense Reports: 3

Reserve Officers

OFFICER HOURS:

<i>OFFICER</i>	<i>COURT HOURS</i>	<i>PATROL HOURS</i>
Officer Bailey	0.0	0.0
Officer Staton	4.0	0.0
Officer Roberts	0.0	0.0
Officer Avans	27.5	24.0
Officer Brackett	4.5	0.0
Officer Bambrick	8.5	8.0
Officer Duncan (ER Fire Dept.)	0.0	0.0
Officer Williams (ER Fire Dept.)	0.0	0.0
TOTAL:	44.5	32.0

Total Reserve hours for September 2025: 76.5



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Clint Uselton
Police Chief
Police Department

September 2025 City of East Ridge Police Department CID / CSU / K-9 Summary Monthly Report

CRIMINAL INVESTIGATIONS STATS:

NAME	PREVIOUS MO.	REACTIVATED	NEW CASES	CLEARED CASES	CHARGES	INACTIVE	CARRIED OVER	CLEARANCE RATE
S. Stojnic	11	1	5	3	1	2	12	60%
G. Hawks	8	0	7	3	0	2	10	43%
W. Johnson	13	0	7	1	2	5	14	14%
J. Davis	20	0	9	4	7	3	22	44%
TOTAL:	52	1	28	11	10	12	58	39%

CID Total New Case Assignments 28

CID Total Cases Cleared 11

CID Monthly Clearance Rate 39%

CID NOTE: The Detective Division continues to investigate a variety of alleged criminal offenses occurring within the confines of the City. The Detective Division routinely networks with other law enforcement agencies sharing intelligence affecting the region. Detective Stojnic has completed his training as the division's second mobile device examiner; all equipment was provided entirely by the USSS for divisional needs.

Detective Hawks, as part of the USMS Fugitive Task Force, has assisted in the search and apprehension of six (6) individuals wanted for a variety of criminal charges to include the following:

- Raymond Rollins – Aggravated Child Abuse and Assault
- Deundre Mitchell – Weapon Violation
- David Ballard – Federal Probation Violation (Weapons)
- Eric Link – Homicide (Catoosa County Shooting from 9/28)
- Samantha Higgins – Weapons Violation
- Anthony Akridge – Weapons Violation

CUMULATIVE CRIME SUPPRESSION (CSU) STATS:

Self-Initiated Arrests - MIS	2
Self-Initiated Arrests - FEL	3
Warrant Service - MIS	2
Warrant Service - FEL	1
Meth (grams)	3.0
Marijuana Seizures (grams)	7.4
Cocaine Seizures (grams)	0.0
Crack Cocaine Seizures (grams)	0.0
Fentanyl Seizures (grams)	1.0
Mushrooms Seizures (grams)	0.0
Firearms Seizures	0
Assets Seizures	\$540.00
Stolen Auto Recoveries	0
Search Warrants - Sought	2
Search Warrants - Executed	2
Referrals for Federal Prosecution	0
Gang Contacts / Validations	4
Cases Opened	2
Cases Closed	3
NIBIN Submissions	1

CSU NOTE: CSU has been developing intelligence and has shared it with cooperating agencies to ultimately combat various types of criminal activity within the city. CSU is continuing to conduct follow-up investigations on a variety of cases to include narcotics, fugitive, and vice-related offenses. CSU has taken a very proactive approach to initiating and clearing several good drug-related cases. CSU continues to make relevant transactions with the CPD-NIBIN unit to establish a more proactive approach to gun-related criminal activity. CSU coordinates with relevant patrol officers on follow up activities such as assisting them with continued investigation and/or recommending prosecution based on their findings. Two newly acquired replacement vehicles have been rolled out which will provide the assigned investigators with reliable means to conduct proactive investigations.

K-9:

Primary Officer Calls	27
Back-up / Assist Calls	6
Physical Arrests	2
Vehicle Sniffs	5
Building Search	0
Area Search	0
Tracks	1
Traffic Stops	0
Call Outs	0
Warrant Services	1
Assist Other Agency Warrants	2
K9 Training Hours	128
Public Events / Demonstrations	0
K9 Apprehensions	0

Methamphetamine Seizures (grams)	0.1
Crack Cocaine Seizures (grams)	0.0
Fentanyl Seizures (grams)	0.0
Currency Seizures	\$0.00
Marijuana / THC Seizures (grams)	5
Other Drug Seizures	0
Vehicle Seizures	0
Firearm Seizures	0

K9 NOTE: The K9 team is amidst transition with a handler transition to Officer Hightower. Officer Hightower and his new K9 partner Quest are undergoing bonding and intensive training. The newly certified K9 Team has been trained, certified, and is now fully operational.

CUMULATIVE WARRANTS DIVISION STATS:

New Warrants Received	75
Warrant Service - MIS	28
Warrant Service - FEL	21
Misdemeanor Citation Service	4
Civilian Fingerprints	11
NCIC Entries	88

WARRANTS DIVISION NOTE: The Warrants Division continues to seek solutions to streamline the warrants processes and implement appropriate measures. To date, the Warrants Division has had a measurable increase in the number of warrants served. The changes implemented over the preceding months have enabled the Division to extradite more arrestees from surrounding jurisdictions, including those within surrounding states. The division is awaiting the installation and set-up of a digital fingerprint solution which is expected to become operational within the month of October 2025.

VEHICLE ASSIGNMENTS:

<i>DRIVER</i>	<i>VEHICLE</i>	<i>MILEAGE</i>	<i>MAKE</i>	<i>MODEL</i>
VACANT	15	31,201	Chevrolet	Colorado
G. Beck	29	149,913	GMC	Canyon
R. Hightower	89	23,710	Ford	PIU
SURPLUS	50	97,541	Ford	Explorer
SURPLUS	52	96,790	Ford	Explorer
D. Romans	5	320	Ford	Explorer
J. Goddard	7	344	Ford	Explorer
K. Kimsey	28	57,690	Ford	PIU
J. Daverson	6	44,056	Ford	PIU
S. Stojnic	4	5,760	Chevrolet	Colorado
G. Hawks	25	19,940	Chevrolet	Colorado
J. Davis	41	13,044	Chevrolet	Colorado
W. Johnson	44	12,312	Chevrolet	Colorado
SPARE-LINE	54	74,821	Dodge	Journey



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Clint Uselton
 Police Chief
 Police Department

September 2025

City of East Ridge Police Department Patrol / Traffic Division Monthly Report

Officer	Days Worked	Warrants Obtained	Physical Arrest	Charges Misd.	Charges Felony	Reports (d1, d2)	Field Interview	SIA	Crash Reports	Traffic Stops	Traffic Citations	Service Calls	Assist Calls	Other Warrants	Warrant Service
MCCLOUD	11	0	0	0	0	1	0	27	22	11	14	42	19	0	0
MAGANA	13	0	1	1	0	8	0	3	5	6	2	35	48	0	1
MAHAFFEY	16	0	2	1	2	17	0	13	1	7	2	68	21	0	3
BAILEY	15	0	2	2	0	10	0	85	5	21	17	64	35	0	8
VALDEREZ	13	0	3	1	0	11	3	158	0	11	6	50	12	0	2
ALEXANDER	17	4	2	2	2	8	0	26	1	17	9	38	47	0	4
ALLEN	11	0	2	1	1	5	0	33	0	40	38	28	18	0	1
DARWIN	11	0	1	1	0	11	4	28	0	29	34	29	22	1	0
ACKERMANN	7	2	1	0	2	1	0	0	0	0	1	7	1	0	1
KIRBY	13	0	3	4	0	17	4	46	1	24	30	28	24	0	1
BRISLIDEN	14	2	9	6	8	20	0	69	1	26	5	54	30	9	3
SMITH	14	0	0	0	0	4	0	35	1	3	3	11	51	0	0
RESENDIZ	14	0	0	0	0	32	10	30	28	151	211	56	82	0	0
BURGESS, D.J.	15	1	3	3	0	8	0	20	0	23	13	34	57	2	1
CORNELIUS	13	2	2	5	6	7	0	62	2	23	26	30	27	0	0
JOHNSON, D.	16	6	6	20	2	15	0	51	19	57	74	58	49	0	21
MILLER, W.	16	10	6	8	4	7	0	138	1	29	3	30	28	6	1
NEIGHBORS	16	0	4	3	1	11	1	55	0	37	0	46	32	0	2
RHUDY	16	0	0	0	0	9	1	43	0	11	4	30	53	0	1
WILSON	14	5		5	0	1	1	52	18	60	64	32	53	0	1

Officer	Days Worked	Warrants Obtained	Physical Arrest	Charges Misd.	Charges Felony	Reports (d1, d2)	Field Interview	SIA	Crash Reports	Traffic Stops	Traffic Citations	Service Calls	Assist Calls	Other Warrants	Warrant Service
BLACKBURN	13	2	5	2	0	10	3	33	2	11	12	50	37	1	1
COX	12	12	0	11	1	18	0	21	0	5	4	30	28	0	1
ESTERMYER	13	0	1	3	0	2	0	7	0	11	10	12	14	0	1
HUSKINS	14	0	5	4	7	11	1	73	0	8	4	74	28	0	1
PARTIN	14	0	2	1	3	6	0	36	0	28	7	47	31	0	0
Total	357	46	60	84	39	250	28	1154	107	658	603	994	877	20	56



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Clint Uselton
Police Chief
Police Department

September 2025

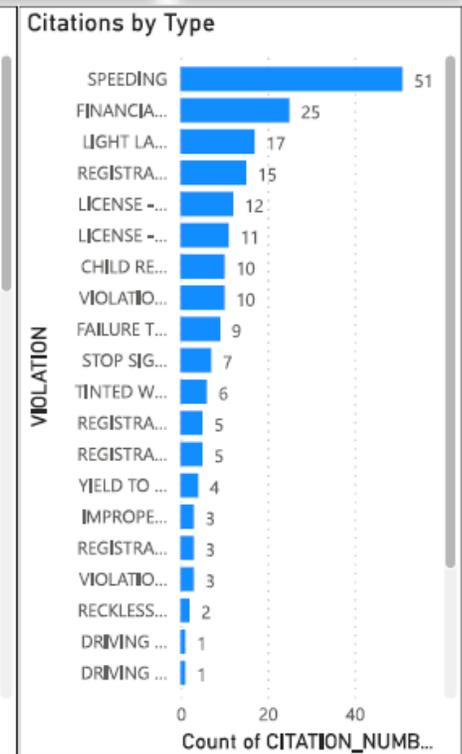
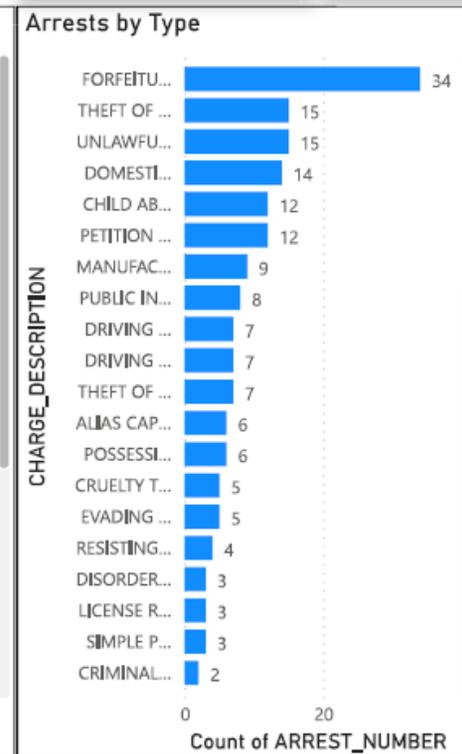
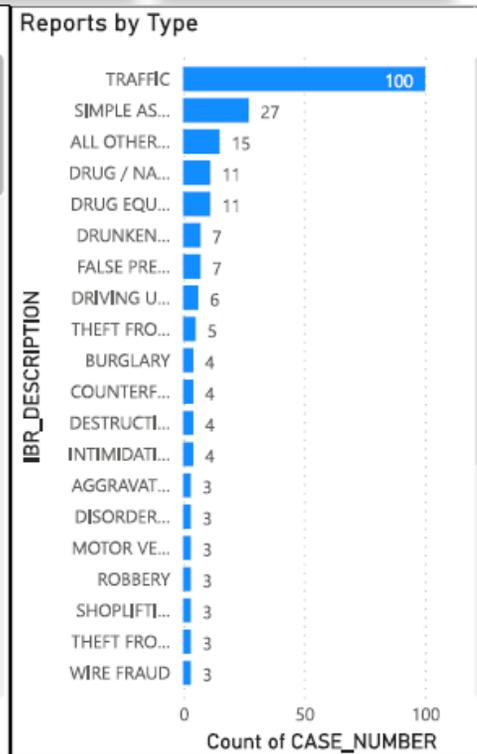
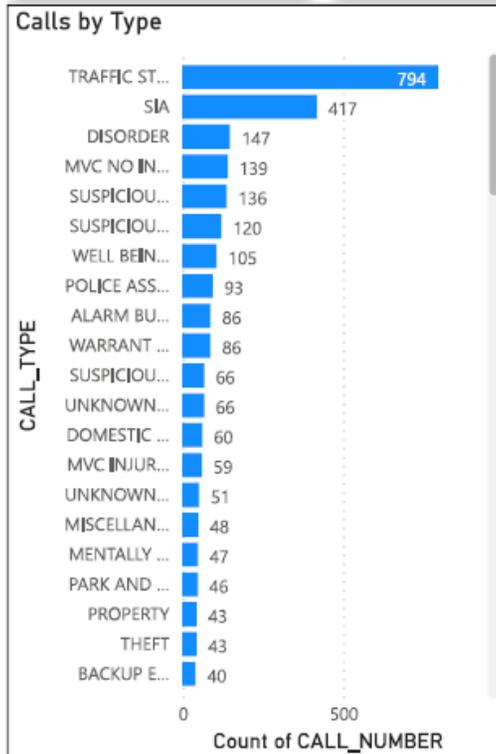
City of East Ridge Police Department Monthly Activity Report

September 2025



EAST RIDGE MONTHLY ACTIVITY

Calls for Service 1991	Incidents 246	Arrests 124	Total Charges 222	Citations 78	Warnings 127
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Clint Uselton
Police Chief
Police Department

September 2025 City of East Ridge Police Department Monthly Crime Report

MAJOR CRIMES:

Weapon Law Violations	3
Theft from Motor Vehicle	3
Robbery	3
Motor Vehicle Theft	3
Kidnapping / Abduction	1
Drug / Narcotic Violation	15
Driving Under Influence	7
Burglary	4
Aggravated Assault	4

ACTIVITY TOTALS:

Calls for Service	1,997
Reports Written	246
Citations	78
Warnings	127



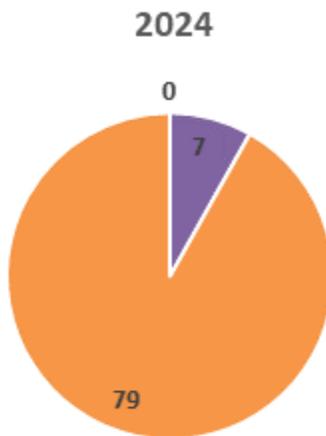
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Clint Uselton
Police Chief
Police Department

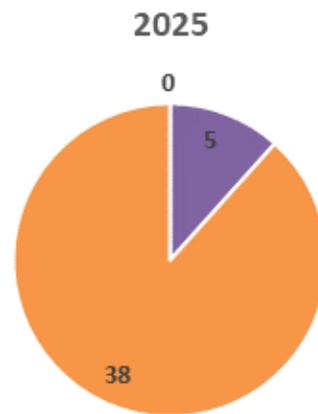
September 2025 City of East Ridge Police Department TITAN Crash Monthly Report

Sep 2024
86



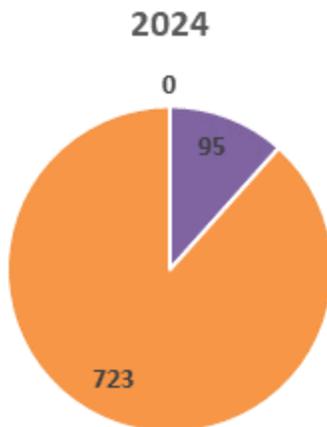
■ Fatal Crashes ■ Injury Crashes ■ Property Damage

Sep 2024
47



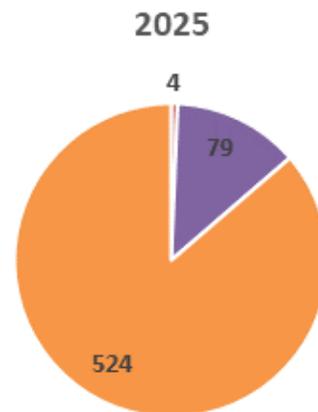
■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD 2024
818



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD 2025
607



■ Fatal Crashes ■ Injury Crashes ■ Property Damage



City of East Ridge

5302 Stone Street
East Ridge, Tennessee 37412
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Clint Uselton
Police Chief
Police Department

September 2025

City of East Ridge Animal Services Monthly Report

Shelter Population	Cats: 44 housed, 15 in foster care Dogs: 41 housed, 7 in foster care
Calls for Service	147 total calls for service 5 responses to injured / sick animals 6 deceased animals transported 6 police assists
Feral Cat Program	9 feral cat traps set 9 cats released back into the wild
Cat Statistics	24 adoptions 2 returned to owners 0 transferred out 0 transferred in 2 returned to shelter 3 transported for euthanasia 3 neonate kittens passed away in care
Dog Statistics	7 adoptions 6 returned to owners 0 transferred out 0 transferred in 2 returned to shelter 1 transported for euthanasia



City of East Ridge

4214 Ringgold Road
East Ridge, Tennessee 37412
(423)867-7711 • www.eastridgetn.gov

Mike Williams
Fire Chief
Fire Department

September 2025 City of East Ridge Fire Rescue Monthly Report



Fire Operations

The Department responded to **199** calls for service in the month of **September 2025**.

Fire Administration

- Scheduled fire inspections and training for each shift.
- Filed a claim with Public Entity Partners, the City's insurance provider, for damages to the department's swift water boat. The claim was approved and a new swift water boat has been ordered.
- Organized a public safety event during the Fall Festival, reaching over 4,000 children.
- Completed department training and submitted documentation in compliance with the State of Tennessee's in-service training standards.
- Completed all standby medical coverage for area school events at Camp Jordan with only one minor injury reported.
- Received and inventoried all rescue tools for the new fire engine.
- Ten members were fitted for new turnout gear that was budgeted and approved by City Council.
- Ordered four new dry suits for winter water rescue operations.
- Attended the annual 9/11 ceremony hosted by the East Ridge Optimist Club.
- Coordinating with the Parks and Recreation Department on upcoming *Touch the Sky* events, including *Hocus Pocus* and the *Apple Festival*.
- The department received a generous \$1,500 donation from the East Ridge Seventh-Day Adventist Church.
- Scheduling and planning for Fire Prevention Month (October).

Training

Each shift completed a minimum of two hours of training per shift throughout the month of September. Training sessions covered a variety of operational, technical, and safety topics across multiple disciplines. Below is a summary of the training areas completed:

1. Facility: SCBA Evolution, Firefighter Survival and Self Rescue.
2. Company: Ropes and Knots, Ref. Essentials 7 Ch. 7.
3. Rescue: Air Tools, Equipment Familiarization, Maintenance, and Use.
4. Company: Ground Ladders, Ref. Essentials 7 Ch. 8.
5. Company: Forcible Entry, Ref. Essentials 7 Ch. 9.
6. Driver Training: Aerial Setup and Operation of Elevated Master Streams.
7. Company: Structural Search, and Rescue, Ref. Essentials 7 Ch. 10.
8. Company: Tactical Ventilation, Ref. Essentials 7 Ch. 11.
9. Hazardous Materials: Decontamination.
10. EMS: Ref. First Responder Protocol Manual, Procedures PROC-001 to PROC-010.

Two members are in a Aerial Pump Class at Hamilton County Training.

Maintenance

- Repaired door sensor on Squad Two.
- Replaced tires and brakes on Rescue One.
- Repaired cracked hoses on several air packs.
- Preventative Maintenance was completed on Squad One.

Special Projects

- Continued work on updating the department's employee manual.
- Working on employee evaluations for fire department members.

Incident Reports by Incident Type Series September 2025

TYPE OF INCIDENT	NUMBER
Cooking Fire	1
Road or Freight Vehicle Fire	1
Outside rubbish fire	1
Outside rubbish, trash, or waste fire	2
Medical Assist	64
EMS Call - excluding Vehicle Accidents with Injuries	9
Motor Vehicle Accidents with Injuries	18
Motor Vehicle vs. Pedestrian	2
Motor Vehicle with No Injuries	3
Extrication, rescue, other.	1
Search for persons	1
Extrication of victims(s) from vehicle	3
Gas Leak	1
Power Line Down	1
Arching or shorted electrical	1
Vehicle Accident General Clean Up	3
Public Service Assistance	1
Assist Police or Government Agency	4
Police Matter	5
Assist Invalid	25
Dispatched and canceled en route	22
No Incident found at dispatch location	4
Smoke Scare	1
Steam, vapor, or fog mistaken for smoke	1
False Alarm	2
Smoke detector activation, due to a malfunction	1
Alarm system sounded due to a malfunction	4
CO detector activation due to a malfunction	1
Unintentional transmission of alarm, other	1
Smoke detector activation, no fire, unintentional	9
Detector activation, no fire, unintentional	1
CO detector activation, unintentional, no CO	1
Alarm system activation, no fire, unintentional	9
Total Alarms for September 2025	199

Fire Property Loss	\$69,500
Fire Property Saved	\$300,000
Civilian Deaths	0
Civilian Injury	0
Firefighter Injuries	0
Firefighter Deaths	0

MUTUAL AID REPORT

Mutual Aid Received	0
Mutual Aid Given	3
Auto Aid Given / Joint Response District	11
Auto Aid Received / Joint Response District	4
TOTAL MUTUAL AID CALLS:	29

CALLS TO THE CITY OF RIDGESIDE

Medical, citizen assist, non-fire related calls	0
Fire related calls	1
TOTAL CITY OF RIDGESIDE CALLS:	1

FIRE MARSHAL'S OFFICE

Annual Inspections	31
New Inspections	9
Public Education Events	6
Plan Reviews	7

OPEN RECORDS REQUESTS

NFIRS Report(s) Requested	1
Other (Fire Marshal's Office)	1



City of East Ridge

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Chris Gilbert
Supervisor
Building Maintenance

September 2025

City of East Ridge Building Maintenance Monthly Report

City Hall

- Mowed and trimmed grass (September 4, 9, and 10).
- Moved everything off floors for stripping and polishing.
- Had the floors stripped and waxed (September 26-27).
- Hung clock inside Courtroom.
- Met with Quality Exteriors for bid to re-roof Administration section.
- Organized all Financial Department boxes in storage and disposed of City records in accordance with the City's retention policy.
- Assembled a filing cabinet for the Finance Department.

Venue 1921 at East Ridge

- Purchased potting soil and potted plants for new venue.
- Looked at samples and designs for new venue tables.

Community Center

- Mowed and trimmed grass (September 9 and 10).

Camp Jordan Park

- Repaired union and stopped water leak behind pump house.
- Scheduled Volunteer Rid-a-Pest to treat concession stands (September 26).

Pioneer Playground

- Mowed and trimmed grass (September 9 and 10).
- Assisted in adding 15 tons of mulch.

McBrien Building

- Laid down new carpet in employee gym.

Library

- Made key copies for Library storage.

Fire Department

- Repaired the water heater's burner (shared with the Police Department).
- Scheduled and supervised Bailey's to resolve HVAC issue at Fire Hall 1 bays (found blown fuses, loose ground wire, and motor speed issue).
- Repaired hole and replaced roof boot at Fire Hall 1 above bunk/locker room.
- Scheduled and supervised Bailey's to resolve issue with middle HVAC at Fire Department/Police Department (low freon, poor airflow, worn sheaves, belt wear, slow fans)

Police Department

- Repaired the water heater's burner (shared with the Fire Department).
 - Scheduled and supervised Bailey's to resolve issue with middle HVAC at Fire Department/Police Department (low freon, poor airflow, worn sheaves, belt wear, slow fans).
 - Made copies of each entry door key to McBrien Building per Lt. Beck.
 - Replaced the soap dispenser inside the men's restroom.
 - Fabricated and installed stands/table for new fingerprinting equipment.
-

Animal Shelter / Animal Services

- Order parts for the dog bowls.
 - Fixed two dog bowls.
 - Staked down the play yard fence.
 - Had HVAC system tested and balanced (September 23).
 - Met with subcontractors hired by JC Curtis to repair cracks in the floors (September 29).
-

Sanitation and Street Departments

- Obtained quotes for new ice machine.
-

Annex Building

- Brought plants and pots from City Hall to the Annex Building.
- Purchased soil and repotted the plants.



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Robert Parker
Supervisor
Solid Waste Department

September 2025 City of East Ridge Solid Waste Monthly Report

SOLID WASTE REPORT:

Solid Waste Collected	449.21 tons
Recycled Materials Collected	45.82 tons
Dumpster Junk	98.56 tons
Dumpster Rentals	5
Brush Collected	86 loads
Metal Collected	4 tons
Cart Repairs / Replacement (lids / cans)	31
New / Extra Garbage Cans	28
New Recycle Cans	17



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Chris Vaughn
Supervisor
Street Department

September 2025 City of East Ridge Street Department Monthly Report

WORK ORDERS:

<i>TYPE</i>	<i>PRODUCED</i>	<i>NOTES</i>
Drain Patrol	54 Locations	Checked and cleaned
Ditch Cleaning	13 Locations	Cleaned out with back-hoe
Jetted Out Pipes	7 Locations	Water jet trailer
Street Sweeper	9 Locations	Various streets swept
Asphalt Repairs	11 Locations	Various streets
Pothole Repairs	8 Locations	Bags of asphalt put out
Litter Collection	28 Locations	Trash picked up
Mowing City Lots	26 Locations	City lots
Exit 1 Mowing	1 Time	Mowing and trimming
Code Yards	3 Locations	Mowing and trimming
Miscellaneous	41 Locations	Various work completed



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Jeff Crowe
Supervisor
Traffic Control

September 2025 City of East Ridge Traffic Control Monthly Report

WORK ORDERS:

<i>TYPE</i>	<i>QUANTITY</i>
New Signage	5
Signs Installed	15
Sign Maintenance	61
Shop Tasks	32
Miscellaneous	23
Resident Requests	2
Street Light Requests	12
Banners	10
Signal Repairs	4
Traffic Studies	6
ER Police Department Requests	2
ER Fire Department Requests	1

ADDITIONAL NOTES:

- ER Police Department and ER Fire Department parking lot striping completed.
- Camp Jordan parking lot striping completed.
- American flags removed from Ringgold Road.
- Continuing Education Hours Completed:
 - Jeff Crowe - 22 hours of continuing education classes.
 - Tommy Saffles - 6 hours of continuing education classes.



City of East Ridge

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Michael Howell
 Chief Building Official
 Building and Codes Department

September 2025 City of East Ridge Building and Codes Department Monthly Report

Number of Employees: 5

Michael Howell	Chief Building Official
Melissa Mahoney	Administrative Assistant / Permit Technician
Torrey Holder	Residential Building Inspector
Michael Pettyjohn	Codes Enforcement Officer
Bobby Lawrence	Codes Enforcement Officer

Purpose: The purpose of the Codes Department is to ensure that all citizens and contractors are assisted concerning the issues of Building Codes and Safety and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certified and professional manner.

WORK ORDERS:

ACTIVITY	SCOPE	TOTAL
Issuing of Permits	Building (Comm. & Res.), Electrical, Plumbing, Mechanical, Fire, Sign	70
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy	94
Re-Inspections	Trades that have failed the first inspection	12
Street Cut Permits	WWTA, Chattanooga Gas, & TAW street cut permits	2
Signs Removed	Illegal signs removed from City limits	0
Continuing Education	Training for the departments, required certification test / International Building Certification	0 Hours
Property Maintenance Liens	Unpaid property maintenance issues, including grass cutting, demo of unsafe structures, etc.	13 Liens
Housing Board	Cases involving repair or demo of the structure	5 Cases
Zoning Board	Cases involving the Zoning Ordinance	2 Cases
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing	0 Cases
Plan Reviews	In-house plan reviews Commercial / Residential – Plat Reviews	28 Reviews
Unsafe Structure Abatement	Demolition of an unsafe structure	0
Code Violations	TOTAL	229
	Open Storage	22
	Disabled Vehicles	13
	Trash & Debris	10
	Post for Cleanups	142
	Other (Premise ID, Fence, Soffits, Fascia Boards, Gutters, Windows, etc.)	42
Customer Service Calls	Facilitate calls and inquiries from citizens / contractors	Daily



City of East Ridge

323 Camp Jordan Parkway
East Ridge, Tennessee 37412
(423)867-7711 • www.eastridgeparksandrec.com

Shawna Skiles
Director
Parks and Recreation

September 2025 City of East Ridge Parks and Recreation Department Monthly Report

Administrative

- Attended Chamber of Commerce meeting
- Continued planning for the Fall Festival, including sponsor coordination
- Attended the Local Parks and Recreation Fund (LPRF) pre-construction meeting
- Canoe Launches
- Held pre-meetings for weekly events
- Completed onboarding for the new Venue Manager
- Posted events to Facebook
- Conducted interviews for full-time and part-time positions
- Attended A/V and Network meetings for Venue 1921 at East Ridge
- Worked on various bids and Request for Qualifications for Venue 1921 at East Ridge
- Met with Food City regarding the pumpkins for Fall Festival
- Met with Hamilton County Center for Thriving Families

Athletic Programming Recreation

- Summer Recreation Baseball League (ages 13-17) - September through October season
- Began recreation soccer, baseball, flag football, cheerleading, and softball, September through November season
- Adult softball league, August through October season

Maintenance / Projects – Parks and Recreation

- Repaired throttle cable on Mower # 5
- Repaired starter on Gator # 2
- Repaired belts and blades on Arena Mower # 2
- Repaired various issues with the toilets in the Arena restroom
- Repaired breaker for Soccer Fields 4 and 5
- Worked on repairing Gator that was emitting smoke

- Continued fencing repairs at Amphitheater (project ongoing; completed in sections)
- Repaired belts on Arena Mower # 2 & # 3

Camp Jordan Arena/Park Events

- Fast Cat
- Just Between Friends (week 1)
- Birdy Town
- Skyhounds
- Nooga Card Show
- Fall Festival
- Just Between Friends (week 2)

Tournaments / Athletic Events at Camp Jordan

- USAU Club Ultimate Frisbee
- Nooga Night
- Perfect Game Baseball Tournament
- Robert Blakemore Softball Tournament (September 13 and 20)

Community Center

- Aerobics - 5
- Seniors - 142
- Began planning for the Community Thanksgiving event
- Chamber Board obligations
- Met with Carol Wisdom regarding the Kiwanis Club
- Attended Community Center and LPRF meetings
- Hosted Senior Luncheon (September 17)
- Girl Scouts installed sensory walk at Pioneer playground (September 27)
- Closed splashpad for the season (September 28)
- Prepared for and worked the Fall Festival event (September 27 and 28)
- Attended Parade meeting (September 30)



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Patty Weaver
 Head Librarian
 Library Department

FY24/25 Library Services Statistics as of September 30, 2025

	JULY 2025	AUG. 2025	SEPT. 2025	OCT. 2025	NOV. 2025	DEC. 2025	JAN. 2026	FEB. 2026	MAR. 2026	APR. 2026	MAY 2026	JUNE 2026	YTD FY25-26
CIRCULATION (BOOKS/AUDIO)	3,549	3,019	2,891										9,459
CIRCULATION E-BOOKS	401	386	353										1,140
COMPUTER USERS	250	202	238										690
NEW CARDS ISSUED	65	38	29										131
PROGRAMS / ATTENDANCE	32 / 540	13 / 117	34 / 1,067										79 / 1,724
DOCUMENTS NOTORIZED	15	8	36										59
PAGES FAXED	43	15	41										99
PAGES SCANNED	79	41	126										246
COPIES MADE	3,477	2,926	2,631										9,034
IN-DEPTH COMP ASSISTANCE	48	32	45										125
ITEMS CATALOGUED	88	110	133										331
ITEMS DELETED	176	105	3										284

29 new cards issued (26 Adult/3 Juvenile)
 1 Adult Book Club - 8 participants
 2 Diamond Art Club - 22 participants
 1 Lego Club – 8 participants
 1 Adult Bingo - 5 participants
 4 Knitting Club - 24 participants
 1 STEAM Night - 14 participants

1 Bedtime Story Time - 4 participants
 5 Story Time - 87 participants
 4 Baby Story Time - 68 participants
 1 Game Night - 10 participants
 1 Adult Needle Felt Class - 11 participants
 2 Walking Wednesday - 9 participants
 1 Watercolor Class - 23 participants

1 Medicare Workshop - 3 participants
 2 Home School Book Club - 19 participants
 1 Middle School Book Club - 2 participants
 1 Kids Music Program - 7 participants
 Fall Festival Crafts & Tattoos - 734 participants