



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

NOVEMBER 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 NOVEMBER 2025

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

Please find attached the November 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

November 2025 Business License and Beer Permits Monthly Report

BUSINESS LICENSES ISSUED:

<i>DATE</i>	<i>BUSINESS NAME</i>	<i>ADDRESS</i>
11/01/2025	Sugarplum Antiques	6509 Slater Road, East Ridge, TN 37412
11/07/2025	All About You Day Spa	6737 Ringgold Road Suite B, East Ridge, TN 37412
11/10/2025	Pioneer Frontier Renovations, LLC	5322 Clemons Road, East Ridge, TN 37412
11/17/2025	The Spot Event Center, LLC	6725 Ringgold Road Suite B, East Ridge, TN 37412

BEER PERMITS ISSUED:

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



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Cameron McAllister
 Administrator
 Economic & Community Development

November 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 Partial Repayment
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 Reimbursement
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	Springvale Park Redevelopment Project	Parks & Recreation	Active
FY26	Tennessee American Firefighter Support Grant	Replacement Batteries	Fire Department	Active
FY26	Domestic Preparedness Homeland Security	ATM Thermal Monocular(s)	Police Department	Active
FY26	PEP Property Conservation Grant	Surveillance / Security System	Venue 1921 at East Ridge	Active
FY26	PEP Driver Training Grant	City-wide GPS Monitors	Administration	Approved - Pending Award

GRANT REIMBURSEMENT(S) RECEIVED:

<i>Date</i>	<i>Grant</i>	<i>Project</i>	<i>Vendor</i>	<i>Amount</i>
11/10/2025	PIN 131488.00	John Ross Road Resurfacing	TDOT	\$2,368.66
11/18/2025	FY25 THSO High Visibility Grant	Saturation	THSO	\$1,093.82

GRANT REIMBURSEMENT(S) SUBMITTED:

<i>Date</i>	<i>Grant</i>	<i>Project</i>	<i>Vendor</i>	<i>Amount</i>
11/18/2025	FY26 PEP Property Conservation	Venue 1921 Security System	Preventia Security	\$4,000.00

PUBLIC RELATIONS / COMMUNITY OUTREACH:

<i>Facebook (@City of East Ridge – Government)</i> Number of posts – 21	Platform Followers: 10,369
<i>Instagram (@CityofEastRidge)</i> Number of posts – 11	Platform Followers: 937
<i>Twitter (@CityofEastRidge)</i> Number of posts – 11	Platform Followers: 696

PRESS RELEASE/PUBLIC NOTICE FOR MEDIA:

<i>Date</i>	<i>Release ID</i>	<i>Description</i>	<i>Department</i>
11/06/2025	PR-26-115	East Ridge Hires Tara Viland as Venue Manager	Parks & Recreation
11/10/2025	PR-26-116	East Ridge Animal Shelter Operating at Capacity	Animal Services
11/14/2025	PR-26-117	Community Thanksgiving Media Advisory	Parks & Recreation
11/17/2025	PR-26-118	Christmas Parade Media Advisory	Parks & Recreation
11/25/2025	PR-26-119	Thanksgiving Holiday Office Closure	Administration



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Michelle Sinigaglio
 Human Resources Director
 Administration Department

November 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	25
TOTAL:	179	177

New Hires	2
Groundskeeper	
Records Clerk	
Terminations	1
Records Clerk	
Transfers	0
In Onboarding Process	2
Patrol Officer	
Firefighter	
Recruiting For	
Patrol Officers	
City Manager	
Crossing Guard	
Police Department Reservists	5
Volunteer Firefighters	6
Pending Retirements	2
Admin and/or Medical Leave	2



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Patricia Cassidy
Court Clerk
Municipal Court

November 2025 City of East Ridge Municipal Court Monthly Report

Number of Citations Issued November 2025: 57 Traffic Citations

COURT APPEARANCES:

<i>DATE</i>	<i>CRIMINAL</i>	<i>TRAFFIC</i>	<i>COME BACKS (To Pay)</i>
11/04/2025	39	33	13
11/10/2025	8	N/A	
11/18/2025	37	23	37
11/24/2025	7	N/A	
TOTAL:	91	56	50 (Less than half show)

NOTES: Only custody hearings were held on November 10 and 24, 2025.



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Clint Uselton
Police Chief
Police Department

November 2025

City of East Ridge Police Chief's Monthly Report

The City of East Ridge Police Department responded to a total of 1,745 calls for service during November 2025.

The department filled a total of 20 open records requests from citizens and the District Attorney's Office.

A total of 740 citations were issued from 752 traffic stops.

The East Ridge Police Department made a total of 56 physical arrests that included 89 misdemeanor charges and 32 felony charges.

The East Ridge Police Department answered 6 calls within the City of Ridgeside and conducted daily self-initiated activities (directed patrols, park and walks, etc.).

Currently we 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

November 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 – 50,337 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 and updates
- Issued equipment to Officers
- Assisted / assigned open records requests
- New hire onboarding
- Conducted interviews for new Records Clerk

Station Officer

Corporal M. Wilson
Car 11 – 51,311 miles

CITIZEN CONTACTS:

Citizen Contacts / Reports for Citizens in Lobby	11
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OPEN RECORDS:

Open Records Requests Received / Completed	20 / 20
Open Records Preparation Time	14.5 Hours

COURT OPERATIONS:

Hamilton County Grand Jury Cases Presented	4
Hamilton County Grand Jury Cases Requested	4
Total Hamilton County Grand Jury Appearances	2
East Ridge Municipal Court Appearances	2
East Ridge Municipal Court Prisoner Transport Assists	1

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>
225	81	124	1,906

- NCIC Transactions – varies daily.
- NCIC entries made by Hamilton County 911 Communications are checked 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	149
Items Disposed	10
Narcotics Disposed (grams)	0
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)	125
Pills (grams)	0
Crack Cocaine (grams)	0
Cocaine (grams)	1.43
Meth (grams)	1,566.72
Marijuana (grams)	10.65
MDMA (grams)	0
Fentanyl (grams)	39.99
Fentanyl (pills)	4
Ecstasy (dosage units)	0
Promethazine Hydrochloride (ounces)	0

Training Sergeant

Sergeant J. Massengale

Car 53 – 57,403 miles

TRAINING AND CERTIFICATION:

The department conducted two Night Fire Courses on November 3 and November 10 and held a third Taser certification class for those who missed previous sessions. Completed AR-15 Armorer recertification, Glock Armorer recertification, and GDI training at the TLETOA Conference.

Documentation was prepared for POST submission. Arrangements were made for reserve officers to have their fingerprints redone for POST entry into ACADIS. The 2025 In-Service Training Packet was compiled and submitted to POST, and approval was received for the program under ID 25-1861.

EQUIPMENT AND LOGISTICS:

Orders were placed for gear for a potential new hire, including a Premier vest and uniforms from GT Distributors as directed by Chief Uselton. Maintenance was performed on two patrol rifles by replacing AR-15 gas rings. A range day was held on November 28 to test-fire new rifles. Three rifles were issued to School Resource Officers.

School Resource Officers

East Ridge High School

Cpl. E. Massengale – Vehicle # 88 Mileage: 18,150
 Calls for Service: 0
 Warrants Obtained: 1
 Offense Reports: 7
 Arrests: 1
 SIA: 195

East Ridge Middle School

Officer Landrum - Vehicle # 87 Mileage: 21,150
 Calls for Service: 16
 Warrants Obtained: 11
 Offense Reports: 17

East Ridge Elementary School

Cpl. Chadwick – Vehicle # 03 Mileage: 62,317
 Calls for Service: 59
 Offense Reports: 1
 SIA: 58

Spring Creek Elementary School

Officer Chavez – Vehicle # 08 Mileage: 38,697
 Offense Reports: 1

Reserve Officers

OFFICER HOURS:

<i>OFFICER</i>	<i>COURT HOURS</i>	<i>PATROL HOURS</i>
Officer Bailey	0	0

Officer Roberts	0	0
Officer Avans	20.0	20.0
Officer Brackett	9.0	12.0
Officer Bambrick	4.5	12.0
Officer Duncan (ER Fire Dept.)	0	0
Officer Williams (ER Fire Dept.)	0	0
TOTAL:	33.5	44.0

Total Reserve hours for November 2025: 77.5



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Clint Uselton
 Police Chief
 Police Department

November 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	12	0	6	4	0	2	12	67%
G. Hawks	11	0	0	3	1	0	5	300%
W. Johnson	17	0	4	1	0	4	16	50%
J. Davis	22	0	4	6	6	4	16	150%
TOTAL:	62	0	14	14	7	10	49	100%

CID Total New Case Assignments	14
CID Total Cases Cleared	14
CID Monthly Clearance Rate	100%

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 in sharing intelligence affecting the region.

CUMULATIVE CRIME SUPPRESSION (CSU) STATS:

Self-Initiated Arrests – MIS	3
Self-Initiated Arrests - FEL	0
Warrant Service - MIS	3
Warrant Service - FEL	2
Marijuana Seizures (grams)	2.0
Firearms Seizures	1
Search Warrants - Sought	2
Search Warrants - Executed	2
Cases Opened	6
Cases Closed	4
NIBIN Submissions	2

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.

K-9:

Primary Officer Calls	6
Back-up / Assist Calls	10
Physical Arrests	4
Vehicle Sniffs	4
Traffic Stops	30
Warrant Services	1
Assist Other Agency Warrants	2
K9 Training Hours	44

K9 NOTE: The K9 team is amidst transition with a handler transition to Officer Hightower. Officer Hightower and his K9 partner Quest have taken a proactive approach to detect and combat drug-related crime within the City.

CUMULATIVE WARRANTS DIVISION STATS:

New Warrants Received	63
Warrant Service - MIS	12
Warrant Service - FEL	12
Misdemeanor Citation Service	1
Civilian Fingerprints	3
NCIC Entries	46

WARRANTS DIVISION NOTE: The Warrants Division continues to seek solutions to streamline the warrants processes and implement appropriate measures. To date, the Division has had a measurable increase in the number of warrants served. Changes implemented over the preceding months have enabled the Division to extradite more arrestees from surrounding jurisdictions and surrounding states. The division is awaiting the installation and set-up of a digital fingerprint solution which is now fully implemented in daily operations.

VEHICLE ASSIGNMENTS:

<i>DRIVER</i>	<i>VEHICLE</i>	<i>MILEAGE</i>	<i>MAKE</i>	<i>MODEL</i>
VACANT	15	31,501	Chevrolet	Colorado
G. Beck	29	151,300	GMC	Canyon
R. Hightower	89	26,961	Ford	PIU
SURPLUS	50	97,541	Ford	Explorer
SURPLUS	52	96,790	Ford	Explorer
D. Romans	5	4,205	Ford	Explorer
J. Goddard	7	3,868	Ford	Explorer
K. Kimsey	28	59,654	Ford	PIU
J. Daverson	6	44,056	Ford	PIU
S. Stojnic	4	7,003	Chevrolet	Colorado
G. Hawks	25	23,001	Chevrolet	Colorado
J. Davis	41	15,339	Chevrolet	Colorado
W. Johnson	44	14,772	Chevrolet	Colorado
SPARE-LINE	54	78,392	Dodge	Journey



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Clint Uselton
 Police Chief
 Police Department

November 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
HINSCH	12	0	0	0	0	4	0	44	0	35	12	11	22	0	0
MCCLOUD	13	0	1	1	0	2	0	32	30	15	50	44	20	0	0
MAGANA	11	0	0	0	0	7	0	6	1	7	3	25	31	0	1
MAHAFFEY	14	0	1	1	0	11	0	6	0	7	0	57	18	0	0
BAILEY	16	1	1	2	1	5	0	86	1	54	32	58	16	0	2
VALDEREZ	16	0	2	2	0	8	0	191	6	67	25	45	24	0	6
ALEXANDER	19	4	4	3	1	7	0	43	4	44	5	54	51	0	6
ALLEN	13	0	5	5	1	7	0	28	2	46	37	38	14	3	1
DARWIN	12	0	0	0	0	7	0	29	1	25	40	33	19	0	1
ACKERMANN	14	2	3	2	0	10	0	49	1	9	3	41	32	0	1
KIRBY	8	0	0	0	0	3	0	23	0	14	18	25	5	0	0
BRISLIDEN	14	13	10	9	6	22	0	65	1	13	0	47	32	6	9
SMITH	14	0	0	2	0	4	0	48	0	3	2	8	51	0	1
RESENDIZ	12	0	0	0	0	0	0	10	53	158	272	84	41	0	1
BURGESS	12	0	0	0	0	5	0	23	0	9	10	31	34	0	0
CORNELIUS	7	0	0	0	0	5	0	0	0	0	0	12	10	0	2
JOHNSON	16	2	10	22	4	15	1	55	18	102	145	38	45	1	1
MILLER	14	4	2	2	3	9	0	73	0	13	10	24	10	0	0
NEIGHBORS	15	1	3	7	2	16	0	74	0	17	1	49	35	0	0
RHUDY	14	0	1	1	0	5	0	44	0	7	3	17	45	0	0

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
WILSON	9	0		3	0	1	0	37	7	32	33	17	37	0	7
BLACKBURN	13	7	3	6	1	8	0	20	0	15	20	39	38	1	1
COX	9	3	1	2	1	9	0	20	1	1	0	22	22	0	0
ESTERMYER	8	0	4	9	6	5	0	8	0	13	8	7	7	0	1
HUSKINS	9	0	3	5	0	5	0	54	0	14	5	30	10	1	0
PARTIN	10	0	2	3	3	6	0	16	1	29	6	23	26	0	0
LIVELY	14	0	0	2	3	0	0	0	0	3	0	11	47	3	2
Total	338	37	56	89	32	186	1	1,084	127	752	740	890	742	15	43



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Clint Uselton
Police Chief
Police Department

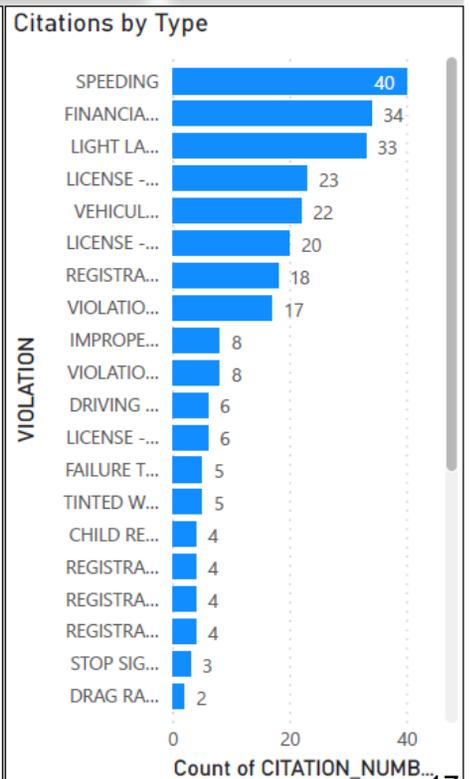
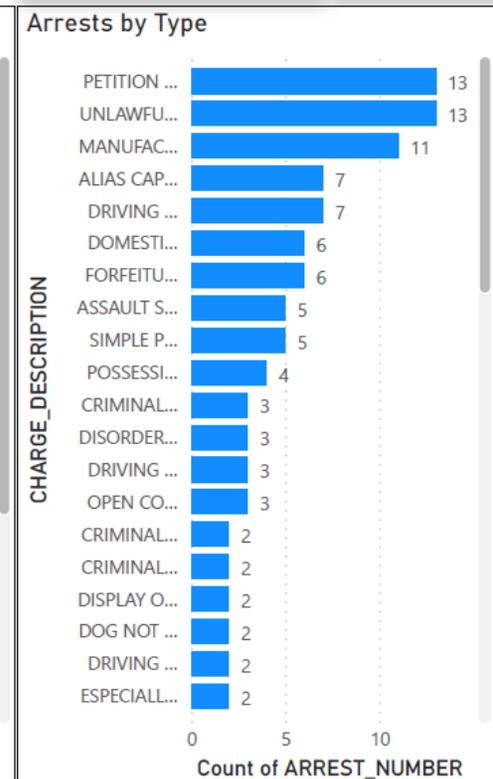
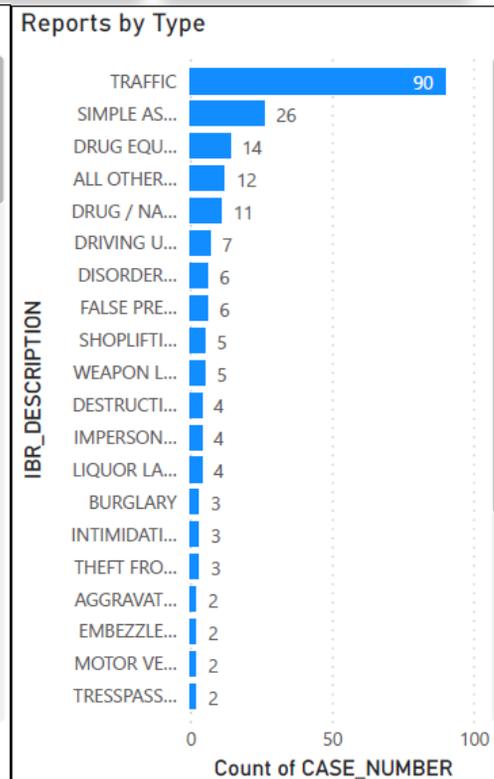
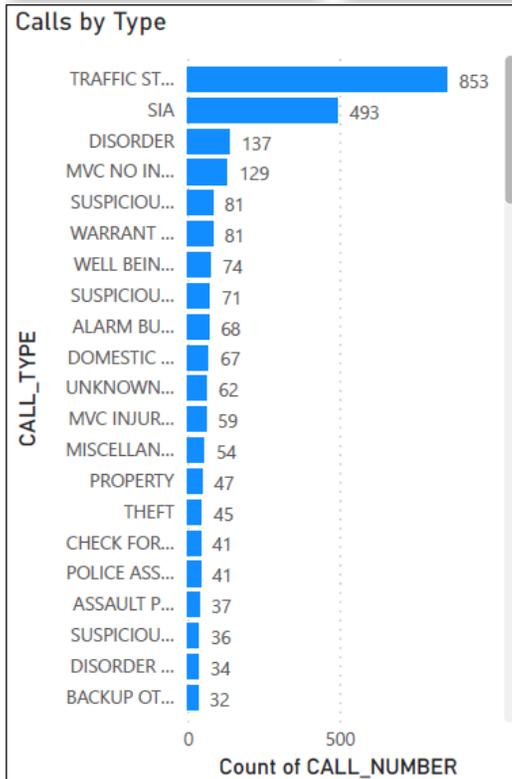
November 2025 City of East Ridge Police Department Monthly Activity Report

November 2025



EAST RIDGE MONTHLY ACTIVITY

Calls for Service 1906	Incidents 225	Arrests 81	Total Charges 143	Citations 124	Warnings 157
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Clint Uselton
 Police Chief
 Police Department

November 2025 City of East Ridge Police Department Monthly Crime Report

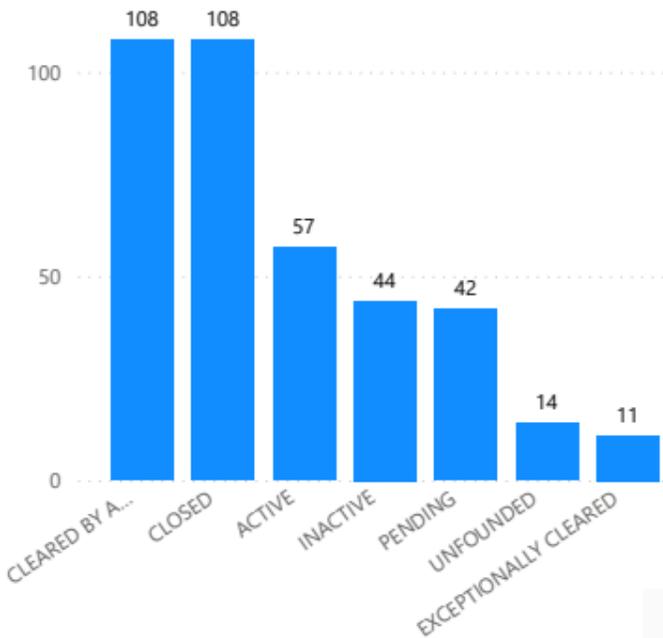
MAJOR CRIMES:

Weapon Law Violations	5
Theft of Motor Vehicle Parts or Accessories	1
Theft from Motor Vehicle	1
Motor Vehicle Theft	2
Forcible Rape	1
Drug / Narcotic Violation	11
Driving Under Influence	7
Burglary	4
Arson	1
Aggravated Assault	2

ACTIVITY TOTALS:

Calls for Service	1,906
Reports Written	225
Citations	124
Warnings	157

Case Status for this month's reports





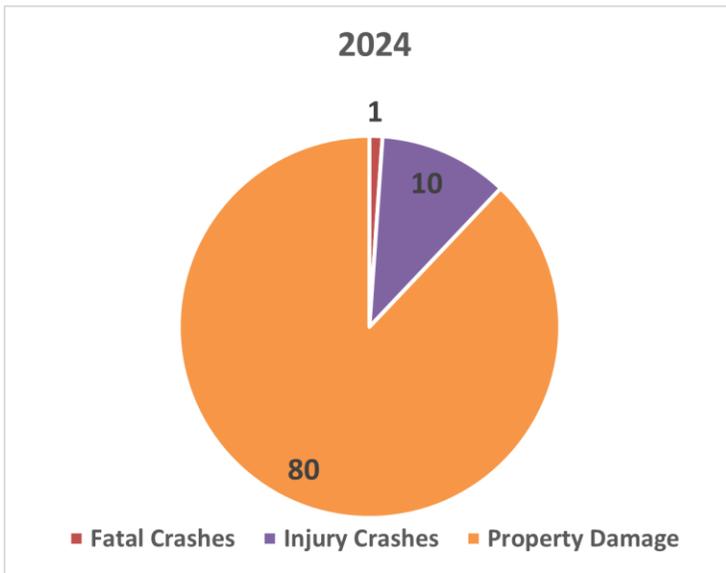
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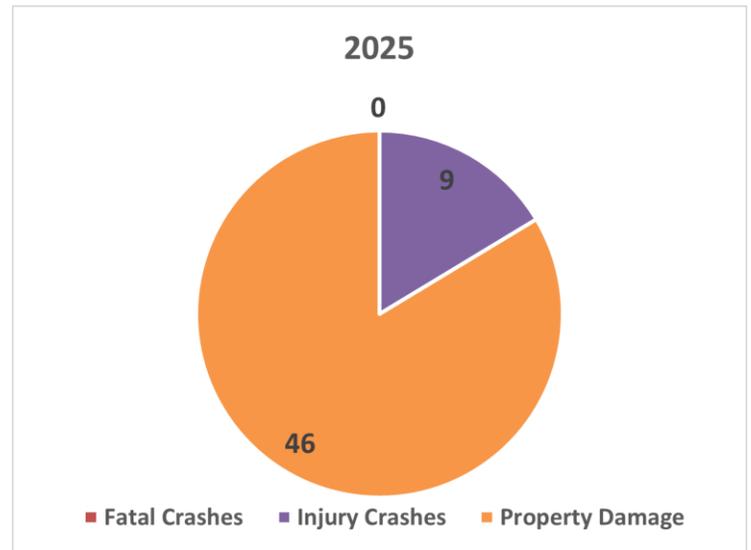
Clint Uselton
Police Chief
Police Department

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

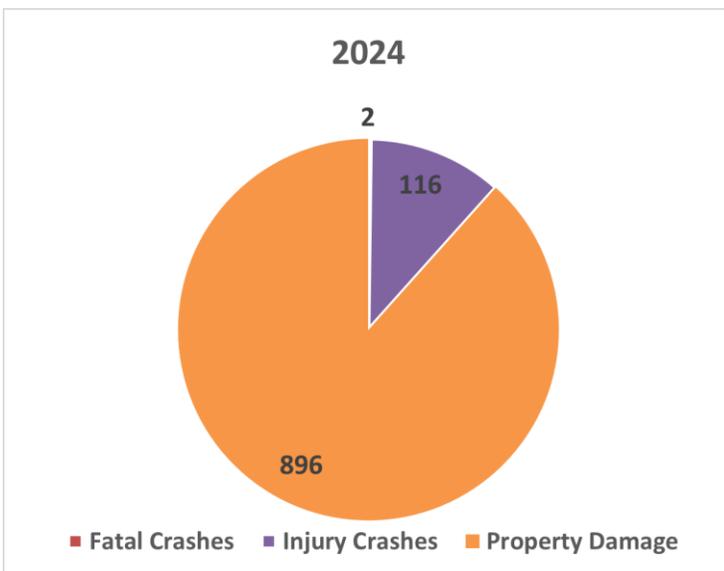
Nov 2024
91



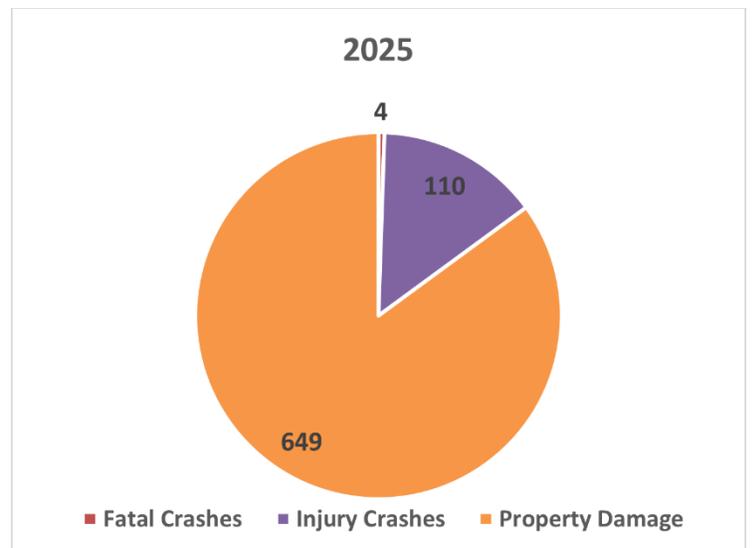
Nov 2025
55



YTD 2024
1,014



YTD 2025
763





City of East Ridge

5302 Stone Street
East Ridge, Tennessee 37412
(423)867-7711 • www.eastridgetn.gov

Clint Uselton
Police Chief
Police Department

November 2025 City of East Ridge Animal Services Monthly Report

Shelter Population	Cats: 30 housed, 12 in foster care Dogs: 37 housed, 0 in foster care
Calls for Service	63 total calls for service 2 responses to injured / sick animals 9 deceased animals transported 24 running at large calls 3 police assists
Feral Cat Program	12 feral cat traps set 11 feral cats released back into the wild
Cat Statistics	13 adoptions 2 returned to owners 1 transferred out 0 transferred in 0 returned to shelter 0 euthanized
Dog Statistics	17 adoptions 7 returned to owners 3 transferred out 0 transferred in 1 returned to shelter 0 euthanized



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Mike Williams
Fire Chief
Fire Department

November 2025 City of East Ridge Fire Rescue Monthly Report



Fire Operations

The Department responded to **187** calls for service in the month of **November 2025**.

Fire Administration

- Scheduled fire inspections and training for each shift.
- Attended Housing Commission, City Council, and Mutual Aid meetings.
- Received the new engine from Pierce and completed three days of training (one day per shift).
- Began purchasing tool brackets for the new engine.
- Coordinated with City staff on scheduling the City Christmas Party, Legislative Breakfast, and other December events.
- Conducted interviews for an open firefighter position; the position is now filled, and the department is at full staff.
- Scheduled pump testing for all engines and ladders in December.
- Scheduled “Breakfast with Santa” at Crosspath Church for December.
- Planned for the Christmas Parade: established a unified Command Post, staged apparatus and manpower along the route, and coordinated Mutual Aid from Rossville and Catoosa at both ends of the City.
- Decorated the station and apparatus for the holiday season.
- Attended the Community Thanksgiving Dinner to assist with feeding the community.

Training

Each shift completed a minimum of two hours of training per shift throughout the month of November. 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, RIT\Mayday Procedures.
2. Company: Fire Hose, Ref. Essentials 7 Ch. 12.

3. Rescue: Elevator Emergencies, TN Fire Training Online.
4. Company: Hose Operations and Streams, Ref. Essentials 7 Ch. 13.
5. Company: Fire Suppression, Ref. Essentials 7 Ch. 14.
6. Driver Training: Pump Operations, Relay Pumping\Tender Operations.
7. Company: Overhaul, Property Conservation and Scene Preservation, Ref. Essentials 7 Ch. 15.
8. Company: Building Materials, Structural Collapse, and Effects of Fire Suppression, Ref. Essentials 7 Ch. 16.
9. Hazardous Materials: Toxicology.
10. EMS: Ref. First Responder Protocol Manual, Protocols PROTC-001 to PROT-005, Cardiac.

Two members currently enrolled in a First Responder Class at Highway 58 Fire Department, and two members are currently enrolled in the Hamilton County Firefighter II Class.

Maintenance

- Completed preventive maintenance on all vehicles for cold weather readiness.
- Painted the interior of Station One and waxed the floors.
- Replaced the rear tires on Squad Two.

Special Projects

- Preparing the new engine for service and planning a traditional “Push-In” ceremony for the new apparatus
- Working on employee evaluations for fire department members.

Incident Reports by Incident Type Series November 2025

TYPE OF INCIDENT	NUMBER
Building Fire	3
Passenger Vehicle Fire	2
Outside rubbish, trash, or waste fire	1
Medical Assist	58
EMS Call - excluding Vehicle Accidents with Injuries	7
Motor Vehicle Accidents with Injuries	18
Motor Vehicle with No Injuries	7
Removal of victim(s) from elevator	1
Oil or Combustible Liquid	1
Heat from short circuit (wiring), defective / worn	1
Power Line Down	1
Arching or shorted electrical	2
Vehicle Accident General Clean Up	1
Service Call	1
Smoke or Odor Removal	1
Public Service Assistance	1

Assist Police or Governmental Agency	4
Police Matter	2
Assist Invalid	33
Good Intent Call	3
Dispatched and canceled en route	20
False Alarm	4
Smoke detector activation due to malfunction	1
Smoke detector activation, no fire, unintentional	5
Alarm system activation, no fire, unintentional	7
Carbon Monoxide Detector Activation, No CO	2
Total Alarms for November 2025	187

Fire Property Loss	\$21,499
Fire Property Saved	\$1,372,100
Civilian Deaths	0
Civilian Injury	0
Firefighter Injuries	0
Firefighter Deaths	0

MUTUAL AID REPORT

Mutual Aid Received	1
Mutual Aid Given	4
Auto Aid Given / Joint Response District	6
Auto Aid Received / Joint Response District	1
TOTAL MUTUAL AID CALLS:	12

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	14
New Inspections	3
Public Education Events	7
Plan Reviews	5

OPEN RECORDS REQUESTS

NFIRS Report(s) Requested	2
Other (Fire Marshal's Office)	1



City of East Ridge

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

Chris Gilbert
Supervisor
Building Maintenance

November 2025 City of East Ridge Building Maintenance Monthly Report

City Hall / Library

- Replaced three ceiling tiles and re-installed one security camera.
- Hung new Council pictures in the lobby.
- Replaced broken flange and flush valve on the first toilet and unclogged the second toilet in the men's restroom outside the Library.
- Turned off water at the dog park behind City Hall.
- Examined and signed off on the new roof installation.
- Cleaned and rehung the East Ridge sign above the mailboxes.
- Trimmed all bushes around the building.
- Hung Christmas lights and wreaths.
- Cleaned up leaves around the property.

Venue 1921 at East Ridge

- Primed and painted the groomsmen table.
- Sanded and applied epoxy to the groomsmen table.
- Finished the groomsmen table.
- Finished the groomsmen table including primed, painted, sanded and applied epoxy.
- Started work on two bridal tables.

Fire Department

- Removed the old burner assembly from the water heater at Fire Hall 2 and ordered replacement parts.

Police Department

- Purchased and delivered mulch and potting soil to the Police Department for the Garden Club.

Animal Shelter

- Replaced a hose nozzle.
- Replaced a fuse for the automatic gate.
- Took apart and cleaned the dryer.
- Fixed a leaking toilet.
- Removed cat houses from the old shelter for reuse at the new facility.

Pioneer Playground

- Replaced one tri-spinner.
 - Turned on heaters in bathrooms and chase.
-

Building Maintenance Department

- Vacuumed and wiped down Building Maintenance offices and bathrooms.
-

Miscellaneous / City-wide

- Placed a flag order with Carrot Top.
- Ordered and picked up a half pallet of ice melt.
- Repaired loose legs on the judge's stand for the parade.



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Robert Parker
Supervisor
Solid Waste Department

November 2025 City of East Ridge Solid Waste Monthly Report

SOLID WASTE REPORT:

Solid Waste Collected	515.26 tons
Recycled Materials Collected	53.02 tons
Dumpster Junk	98.05 tons
Dumpster Rentals	3
Brush Collected	71 loads
Metal Collected	2 tons
Cart Repairs / Replacement (lids / cans)	22
New / Extra Garbage Cans	18
New Recycle Cans	11



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Chris Vaughn
Supervisor
Street Department

November 2025 City of East Ridge Street Department Monthly Report

WORK ORDERS:

<i>TYPE</i>	<i>PRODUCED</i>	<i>NOTES</i>
Drain Patrol	62 Locations	Checked and cleaned
Ditch Cleaning	5 Locations	Cleaned out with back-hoe
Jetted Out Pipes	7 Locations	Water jet trailer
Street Sweeper	9 Locations	Various streets swept
Asphalt Repairs	5 Locations	Various streets
Pothole Repairs	11 Locations	Bags of asphalt put out
Litter Collection	28 Locations	Trash picked up
Mowing City Lots	10 Locations	City lots
Demolition of Old Animal Shelter	2 Weeks	Demolition and haul off
Code Yards	3 Locations	Mowing and trimming
Miscellaneous	38 Locations	Various work completed



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Jeff Crowe
Supervisor
Traffic Control

November 2025 City of East Ridge Traffic Control Monthly Report

WORK ORDERS:

<i>TYPE</i>	<i>QUANTITY</i>
New Signage	2
Signs Installed	5
Sign Maintenance	62
Shop Tasks	18
Miscellaneous	14
Signal Repairs	7
Banners	12
Traffic Studies	5
Resident Requests	1
Street Light Requests	6
ER Police Department Requests	2
ER Fire Department Requests	1
Street Department Requests	3
Sanitation Department Requests	2
Building Maintenance Requests	1
Camp Jordan Park Requests	5

NOTES:

- Installed Christmas Tree at Pioneer Park
- Installed 33 pole-mounted Christmas lights along Ringgold Road.
- Completed setup for Christmas Parade, including placement and removal of the following:
 - 200 cones
 - 30 barricades
 - 21 signs
- Switched seven intersections along the parade route from normal operation to flash operation, and restored them to normal operation after the parade.



City of East Ridge

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Michael Howell
 Chief Building Official
 Building and Codes Department

November 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	80
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy	72
Re-Inspections	Trades that have failed the first inspection	9
Street Cut Permits	WWTA, Chattanooga Gas, & TAW street cut permits	3
Signs Removed	Illegal signs removed from City limits	0
Continuing Education	Training for the departments, required certification test / International Building Certification	2 Hours
Property Maintenance Liens	Unpaid property maintenance issues, including grass cutting, demo of unsafe structures, etc.	0 Liens
Housing Board	Cases involving repair or demo of the structure	3 Cases
Zoning Board	Cases involving the Zoning Ordinance	0 Cases
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing	1 Case
Plan Reviews	In-house plan reviews Commercial / Residential – Plat Reviews	20 Reviews
Unsafe Structure Abatement	Demolition of an unsafe structure	0
Code Violations	TOTAL	97
	Open Storage	31
	Disabled Vehicles	26
	Trash & Debris	8
	Post for Cleanups	6
	Other (Premise ID, Fence, Soffits, Fascia Boards, Gutters, Windows, etc.)	26
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

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

Administrative

- Attended Chamber of Commerce meeting
- Continued planning for the parade
- Attended the Local Parks and Recreation Fund (LPRF) pre-construction meeting for Venue 1921
- Attended Canoe Launches waterways meeting
- Held pre-meetings for weekly events
- Assisted Venue Manager with drafting policies
- Posted events to Facebook
- Attended permit meetings for Venue 1921
- Worked on Bids and Request for Qualifications for Venue 1921
- Attended meeting for new event in 2026 and tour
- Attended Safety Committee meeting
- Attended the walk through for Venue 1921 to review punch list items

Athletic Programming Recreation

- Indoor soccer sign-ups and added players to teams
- Flag Football end of season tournament

Maintenance / Projects – Parks and Recreation

- Repaired starter on Gator #1
- Replaced blades on Arena Mower #3
- Repaired various issues with the toilets in the Arena restroom
- Repaired breaker for Field 1 and 2
- Worked on repairing Gator #3 that was emitting smoking
- Continued Amphitheater fencing repairs (ongoing projects to be completed in sections)
- Repaired belts on Mowers #1 and #4

Camp Jordan Arena/Park Events

- RK Shows
- From One to Another
- Tennessee State Numismatic Society
- Christmas Village Holiday Market
- The Flip Trade Show

Tournaments / Athletic Events at Camp Jordan

- Fall Classic Lax Fest
- Southern Softball Association
- Scenic City Fall
- Riverfest

Community Center

- Aerobics - 5
- Seniors - 142
- Hosted Community Thanksgiving event (November 24)
- Chamber Board obligations
- Attended the Chamber Chili Cook Off
- Attended the final 2025 Out of School Alliance meeting (November 19)
- East Ridge Christmas Parade float and worked the lineup for the parade
- Attended Community Center and Local Parks and Recreation Fund (LPRF) meetings



City of East Ridge

4214 Ringgold Road
 East Ridge, Tennessee 37412
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Patty Weaver
 Head Librarian
 Library Department

FY25/26 Library Services Statistics as of November 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	3,004	2,405								14,868
CIRCULATION E-BOOKS	401	386	353	342	338								1,820
COMPUTER USERS	250	202	238	237	178								1,105
NEW CARDS ISSUED	65	38	29	26	17								174
PROGRAMS / ATTENDANCE	32 / 540	13 / 117	34 / 1,067	41 / 653	29 / 424								150 / 2,794
DOCUMENTS NOTORIZED	15	8	36	22	0								81
PAGES FAXED	43	15	41	89	20								208
PAGES SCANNED	79	41	126	76	98								420
COPIES MADE	3,477	2,926	2,631	2,871	2,427								14,332
IN-DEPTH COMP ASSISTANCE	48	32	45	37	32								194
ITEMS CATALOGUED	88	110	133	133	50								514
ITEMS DELETED	176	105	3	105	4								393

17 new cards issued (12 Adult/5 Juvenile)
 1 Adult Book Club - 6 participants
 2 Diamond Art Club - 30 participants
 1 LEGO Club - 15 participants
 1 Adult Bingo - 3 participants
 3 Knitting Club - 11 participants
 1 STEAM Night - 15 participants
 1 Bedtime Story Time - 7 participants

3 Story Time - 48 participants
 3 Baby Story Time - 30 participants
 1 Game Night - 11 participants
 1 Kids Needle Felt Class - 10 participants
 2 Walking Wednesday - 5 participants
 1 Watercolor Class - 16 participants
 1 Teen Advisory Board - 4 participants
 1 Estate Planning Workshop - 4 participants

1 Elementary School Book Club - 7 participants
 1 Middle School Book Club - 2 participants
 1 Chair Yoga Class - 3 participants
 1 Recycling Documentary - 13 participants
 1 Recycled Arts & Crafts Class - 6 participants
 1 Dino Adventures Program - 42 participants
 Audubon Acres Pioneer Days - 129 participants