



**CHRISTOPHER J. DORSEY
CITY MANAGER**

August 22, 2019

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

Please find attached the June 2019 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,

A handwritten signature in blue ink, appearing to read "Chris Dorsey", is written over a light blue circular stamp.

Chris Dorsey
City Manager

City Manager

Management Report: June 2019

Legislative Accomplishments

City Council

Council Meeting – June 13, 2019

- **RESOLUTION NO. 2947** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO APPROVE A VARIANCE TO THE CITY’S SIGN ORDINANCE NO. 1028 TO ALLOW CONSTRUCTION OF UP TO A 53-FOOT PYLON ON-PREMISE SIGN ON A TRACT OF LAND LOCATED ON CAMP JORDAN PARKWAY, TAX PARCEL #170I-A-038 AND #169D-A-003 IN ACCORDANCE WITH ORDINANCE NO. 1028, TITLE 14, CHAPTER 2, ARTICLE VI, SECTION 109 (U) – **APPROVED**
- **RESOLUTION NO. 2948** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO PURCHASE FOUR (4) MOBILE RADIOS FOR THE EAST RIDGE FIRE DEPARTMENT THROUGH THE TENNESSEE DEPARTMENT OF GENERAL SERVICES STATE-WIDE CONTRACT LISTING #SWC418, PURSUANT TO TENNESSEE CODE ANNOTATED 12-3-1201(b)- **APPROVED**
- **RESOLUTION NO. 2949** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE APPLICATION FOR AND ACCEPTANCE OF THE MARTIN LUTHER KING, JR. DAY OF SERVICE GRANT - **APPROVED**
- **RESOLUTION NO. 2950** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE APPLICATION FOR AND ACCEPTANCE OF THE SEPTEMBER 11th DAY OF SERVICE AND REMEMBRANCE GRANT - **APPROVED**

Council Meeting – June 27, 2019

- **ORDINANCE NO. 1105** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, MAKING AND FIXING THE ANNUAL APPROPRIATIONS OF THE SEVERAL DEPARTMENTS OF THE CITY FOR THE FISCAL YEAR, BEGINNING JULY 1, 2019 AND ENDING JUNE 30, 2020 (2nd and final reading) – **APPROVED**
- **ORDINANCE NO. 1106** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO PROVIDE FOR THE GENERAL REVENUE THEREOF FOR THE FISCAL YEAR 2019 – 2020 TO BE KNOWN AS THE GENERAL REVENUE ORDINANCE FOR SAID YEAR (2nd and final reading) – **APPROVED**
- **ORDINANCE NO. 1107** - AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND ORDINANCE NO. 1078 ENTITLED “AN ORDINANCE TO PROVIDE REVENUE FOR THE CITY OF EAST RIDGE, TENNESSEE FOR THE FISCAL YEAR JULY 1, 2018 TO JUNE 30, 2019 APPROPRIATING THE SAME TO THE PAYMENT OF EXPENSES OF THE MUNICIPAL

GOVERNMENT . . ." CHANGING THE REVENUES OF THE STATE STREET AID FUND, GRANT FUND AND DEBT SERVICE FUND AND BY CHANGING THE EXPENDITURES OF THE GENERAL FUND, STATE STREET AID FUND, GRANT FUND, DEBT SERVICE FUND AND CAPITAL IMPROVEMENT FUND (2nd and final reading) – **APPROVED**

- **ORDINANCE NO. 1108** – AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO REZONE THE PROPERTY LOCATED IN THE 6500 BLOCK OF MCCALL ROAD AT TAX MAP #169E-D-008, FROM C-2 COMMERCIAL DISTRICT, O-2 OFFICE DISTRICT, AND R-1 RESIDENTIAL DISTRICT TO C-4 PLANNED COMMERCE CENTER DISTRICT (2nd and final reading) – **APPROVED**
- **RESOLUTION NO. 2951** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR, OR HIS DESIGNEE, TO EXECUTE THE ATTACHED MEMORANDUM OF AGREEMENT WITH THE REGIONAL ORGANIZED CRIME INFORMATION CENTER– **APPROVED**
- **RESOLUTION NO. 2952** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A CONTRACT WITH CIGNA FOR HEALTH INSURANCE COVERAGE FOR EMPLOYEES OF THE CITY OF EAST RIDGE - **APPROVED**
- **RESOLUTION NO. 2953** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, APPROVING THE APPLICATION FOR AND ACCEPTANCE OF THE FY 2020 TENNESSEE DEPARTMENT OF TRANSPORTATION’S MULTIMODAL ACCESS GRANT – **APPROVED**
- **RESOLUTION NO. 2954** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO APPROVE THE ATTACHED LETTER OF INTENT WITH GREAT SOUTHERN RECREATION WITH REGARDS TO THE LOCAL PARKS AND RECREATION FUND GRANT – **APPROVED**
- **RESOLUTION NO. 2955** – A RESOLUTION EXCLUDING AND INCLUDING CERTAIN PROPERTIES WITHIN THE CERTIFIED BORDER REGION RETAIL TOURISM DEVELOPMENT DISTRICT IN ACCORDANCE WITH PUBLIC CHAPTER 390 OF THE 2019 ACTS OF THE TENNESSEE GENERAL ASSEMBLY – **APPROVED**
- **RESOLUTION NO. 2956** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO AGREEMENTS WITH EAST RIDGE FAST LUBE AND EAST RIDGE AUTO ELECTRIC FOR FLEET MAINTENANCE AND REPAIR SERVICES FOR THE CITY’S FLEET OF VEHICLES – **APPROVED**
- **RESOLUTION NO. 2957** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO APPOINT ROY KEOWN TO THE EAST RIDGE BEER BOARD TO FILL THE UNEXPIRED TERM OF CHARLIE SNYDER – **APPROVED**
- **RESOLUTION NO. 2958** – Appeal of Housing Commission Decision – Demolition of 1700 Prigmore Road - **APPROVED**

Commissions and Boards

- **Planning Commission – June 3, 2019**
 - **Request from Evan Greene to rezone the property located at 3400 Ringgold Road (Tax Map ID#168D-C-003) from C-2 Commercial District to RZ-1 Zero Lot Line Residential District and RT-1 Residential Townhouse District** – Evan Greene and his engineer Joseph Ingram presented the Commission plans for a new development (Blackhawk Commons) with Single Family Homes, Townhomes and Commercial space. A few citizens came forward in favor of the new development. The Planning Commission moved and approved the rezoning request.
 - **Request from Jay Desai to rezone the property located at 529 Frawley Road (Tax Map ID#170G-A-006.02) from A-1 Agricultural District to R-1 Residential District and RT-1 Residential Townhouse District** – Jay Desai and his engineer Joseph Ingram presented the Commission plans for a new development (Garland Estates II) of 77 new Townhomes. Several citizens came forward with concerns regarding the amount of traffic that a new development of this size would generate for Frawley Road. The Commission moved and approved to have Mr. Desai obtain a traffic study for the area. The Planning Commission will re-visit this at the next Planning Commission Meeting after reviewing the traffic study.
 - **Request from Jennifer Center to rezone the property located at 403 S St. Marks Avenue (Tax Map ID#157O-R-15) from R-1 Residential District to O-1 Office District** – April Center, owner of Yogi's Primo Promo stated that they are wanting to expand the existing business and add more parking spaces. The Planning Commission moved and approved the rezoning request.
 - **Request from Chip Scott to rezone the property located at Tax Map ID#169E-D-008 from R-1 Residential District, C-2 Commercial District, and O-2 Office District to C-4 Planned Commerce Center District** – Jeff Sikes with ASA Engineering was present to give an overview of the proposed facility. Mr. Sikes explained that the project is in the very early stages. Mr. Sikes stated that there are several organizations, The Tennessee Department of Environment and Conservation, and the Army Corps of Engineers that will be involved in identifying wetlands within the site, which will determine how the property is developed. Several residents in Lansdale Park were present to express their concern regarding water overflow and traffic concerns. Sandy Kurtz who represents the South Chickamauga Creek Greenway Alliance has concerns regarding the projects impact on the wetlands. Ms. Kurtz stated that she would like to be kept in the loop as the development moves forward. Commission Member Renegar made a motion to approve the rezone, however Commission Member Miller was concerned about the lack of notice to the public regarding the planned facility. Assistant City Manager Kenny Custer stated that he would make conceptual drawings and have them placed on the City's website and copies would be available at City Hall. Commission Member Tuggle then seconded Commission Member Renegar's motion to rezone the property. The Commission voted and unanimously approved the motion.

- **Board of Zoning Appeals – No meeting in June**
- **Industrial Development Board – No meeting in June**
- **Library Board – June 11, 2019**
 - Discussed previous and upcoming events
 - Library software switched to Atrium and the Library was closed for the change June 6.
 - 2019-2020 Budget presented to Board that was presented to Council (salaries and wages on Budget do not represent the 3% cost of living wage being proposed by City Manager but will be adjusted for Council for approval) – first reading scheduled for Thursday, June 13, 2019 Council Meeting
 - David Witt made a motion to elect John Britt as Vice Chairman to replace Jane Sharp (who is no longer a member on the Board. Second by Cathy Cook. Unanimously approved.
 - Discussed bylaws. Mary Lambert offered assistance with this.
 - Board discussed replacing Mandy Lambert who has possibly moved out of the City.
- **Beer Board – June 17, 2019**
 - Application for Buddy's of East Ridge, LLC – Darik Dawes, Applicant - **APPROVED**
- **Housing Commission**
 - **June 10, 2019**
 - **1503 McDonald Road** - The Housing Commission moved and approved to lift the restriction on unit numbers 110 and 118. The Commission moved and approved to close this case and dismiss in its entirety.
 - **3220 Gleason Drive** – The Housing Commission moved and approved to stay any demolition of the dwelling until August 12, 2019. The owner shall complete the process of obtaining his contractor's license as owner represented, he intended. The owner shall start cleaning up of the property immediately to substantially improve the property. Property owner is responsible for contacting Code Enforcement to arrange an inspection of the progress.
 - **418 Cedar Glen Circle** - The Housing Commission moved an approved to have the structure demolished within thirty (30) days the Housing Commission Order. If the owner fails to demolish the structure within thirty (30) days, the City will demolish, and a lien will be placed against the property.
 - **2005 Prigmore Road** - The Housing Commission moved an approved to have the structure demolished within thirty (30) days the Housing Commission Order. If the owner fails to demolish the structure within thirty (30) days, the City will demolish, and a lien will be placed against the property.

- **1612 Castleberry Avenue** – The Housing Commission moved and approved to pass this case to July 8, 2019.
 - **1317 Pleasant Street** – The Housing Commission moved and approved to have all parties having interest to appear for a SHOW CAUSE hearing to discuss why condemnation, including without limitation demolition of the property shall not be initiated.
 - **4308 Dupont Street** – The owner of the property has decided to have the structure on the property demolished. The Housing Commission moved and approved to pass this matter to July 8, 2019.
 - **1700 Prigmore Road** - The Housing Commission moved and approved to have the structure demolished within thirty (30) days the Housing Commission Order. If the owner fails to demolish the structure within thirty (30) days, the City will demolish, and a lien will be placed against the property.
 - **626 Marlboro Avenue** - The Housing Commission moved and approved to close this case and dismiss in its entirety.
 - **6619 State Line Road** - The Housing Commission moved and approved to pass this case to July 8, 2019.
- **June 17, 2019**
- **1317 Pleasant Street** – The Housing Commission moved and approved to move this hearing to July 8, 2019. The Owner and a representative from MG Development shall appear to defend the validity of the substantial improvement analysis dated March 15, 2019. The Housing Commission will determine at that time what, if any additional actions shall be taken against the property, including without limitation demolition of the structure.

Administration Meetings

- Introductory meetings with Department Heads and Supervisory Staff
- Advanced Discussions with TDOT on greenway pedestrian crossing bordering I-75
- Working with TDEC and NPS on the Camp Jordan Conversion
- Working with engineers on Greenway Connector
- Small Cities City Manager Meeting
- Department Head Weekly Meetings
- Census 2020 introductory meeting

Ongoing Work

- Camp Jordan Phase 1
- Design and bid docs for holding cell expansion
- Drainage design from tunnels east to McBrien Road
- Sidewalk design and ROW acquisition from tunnels east towards McBrien Road
- I-75 Mowing and Maintenance
- WWTa \$7.3 Million-dollar rehabilitation Project ongoing city wide
- Forming Census 2020 Complete Count Committee.



Finance and Administration Monthly Report June 2019

FINANCE DIRECTOR

- 3 staff meetings
- Prepared final Budget amendment - 2019
- 2 Council meetings
- Planning Commission Meeting
- Class – Collegedale – Business Tax Update - CMFO
- Attended the Crestwood Garden Club Meeting
- Class – Collegedale – Legislative Update – CMFO
- Attended the TML Annual Conference
- Conference call – Local Government – Updates to Accounting software
- Daily accounting functions such as processing purchase orders and payables, deposits, bank reconciliations etc.
- Continue to work on 2020 Budget and opening the new fiscal year in the accounting software.

****Please note that the June financials will not be done until the end of the July as we are in our 60 days of availability regarding receivables and payables. This means that most of the revenue that we receive in July must be recorded as June revenues and all invoices that are dated June must be recorded as June.**

HUMAN RESOURCES MANAGER

- Attended Staff Meetings
- Attended Council Meeting
- Finalized enrollment to all insurance plans; made proper changes
- Other needs for employee personnel matters and insurance
- Reconcile and payments of all Insurance Policies
- Hired: Sanitation Driver, Sanitation Collector,
- Enrolled new employees in payroll and all benefits
- Openings: Codes Enforcement Officer, Part-Time Animal Control Officer

CITY RECORDER

- Attended Weekly Staff Meetings
- Attended Council Meetings and Agenda Work Sessions – prepared minutes
- Prepared packets for Council meetings
- Gathered reports from each department, organized, edited and compiled into a final City Manager Monthly Report for May
- Fulfilled Open Records Requests
- Processed beer application for Buddy's Bar-B-Q. Attended Beer Board meeting for same.
- Sent out bid packet for replacement engine for Sanitation truck.
- Two meetings with Honna Rogers, MTAS Consultant, City Manager and City Attorney regarding recodification of Code Book
- Other day-to-day duties

COMMUNITY INVOLVEMENT COORDINATOR – GRANT REPORT

Grants Applied For:

- Target Youth Soccer Grant (Parks) – Rec Soccer Supplies (\$1,000) – 100% Funded – Applied 6/12/19
- TDEC Aquatic Streams Grant (Volunteer) – Supplies for the River Rescue Event (\$1,000) – 100% Funded – Applied 6/30/19

Grant Awards Received: None

Reimbursements Submitted/Received:

- ADA Retrofit Grant – (\$20,680) – Submitted 5/16/19 – Received 6/13/19

CARTA CARE-A-VAN PROGRAM

JUNE 2019

TRIP TOTALS

MONTHS	FY 18	FY 19	FY 20
July	0	101	
August	0	119	
September	28	127	
October	46	150	
November	79	102	
December	132	72	
January	153	82	
February	107	85	
March	102	96	
April	76	117	
May	114	95	
June	95	74	

932 1220 0

Average/Mo 77.66 101.66

***Sept-June 83.33**

Increase average 5.67

USER TOTALS

MONTHS	FY 18	FY 19	FY 20
July	0	14	
August	0	14	
September	1	16	
October	5	16	
November	11	14	
December	11	10	
January	10	8	
February	13	9	
March	10	10	
April	9	12	
May	12	14	
June	11	11	

93 148 0

Average/Mo 7.75 12.33

***Sept-June 10**

Increase average 2.25

COST TOTALS (\$7.50/per trip)

MONTHS	FY 18	FY 19	FY 20
July	\$ -	\$ 757.50	\$ -
August	\$ -	\$ 892.50	\$ -
September	\$ 210.00	\$ 952.50	\$ -
October	\$ 345.00	\$ 1,125.00	\$ -
November	\$ 592.50	\$ 765.00	\$ -
December	\$ 990.00	\$ 540.00	\$ -
January	\$ 1,147.50	\$ 615.00	\$ -
February	\$ 802.50	\$ 637.50	\$ -
March	\$ 765.00	\$ 720.00	\$ -
April	\$ 570.00	\$ 877.50	\$ -
May	\$ 855.00	\$ 712.50	\$ -
June	\$ 712.50	\$ 555.00	\$ -

\$ 6,990.00 \$ 9,150.00 \$ -

Increase/Decrease \$2,160

***Numbers from Sept-June \$510**



**CITY OF EAST RIDGE
JUNE 2019
NEW BUSINESS LICENSES**

Issue Date	Company Name	Description	Address	Contact Name
6/6/19	Tienda Evolet	Products retail	4128 B Ringgold Rd East Ridge, TN 37412	Fatima Guerra
6/7/19	Mrs. Angela Schmidt	Cleaning services	1623 Key West Ave. East Ridge, TN 37412	Angela Schmidt
6/7/19	Don Cele Landscaping	Landscaping services	5408 Althea St Chattanooga, TN 37412	Geremias Velasquez
6/11/19	Powerhouse Retail Services LLC	General contractor	812 S. Crowley Rd Suite A Crowley, TX 76036	Brent Teeter
6/12/19	A+Quality Construction LLC	Contractor	1106 South Seminole Dr East Ridge, TN 37412	Adriana Hernandez
6/13/19	Integrated Properties, LLC	Commercial contractor	4540 Turntable Rd Chattanooga, TN 37421	Mike Toth
6/13/19	Chattanooga Property Investments	Property investment	613 E 17th St Chattanooga, TN 37408	Charles Shankles
6/14/19	ACTION Service, LLC	Handy man	605 Marlboro Ave Chattanooga, TN 37412	Chuck Halloran
6/27/19	Outsourced Marketing Solutions Inc.	Marketing	707 Gleason Terrace Ct East Ridge, TN 37412	Ytwaniko Dunn
6/27/19	Companion Care & Dev. for Seniors	Care giver	1507 Fruitland Dr East Ridge, TN 37412	Tawanda Jones



**JUNE 2019
NEW BEER PERMITS**

Issue Date	Company Name	Description	Address	Contact Name
6/17/19	Buddy's Barbq	Restaurant	619 Camp Jordan Pky, Ste 105 East Ridge, TN 37412	Darrick Dawes

**JUNE 2019
SOLICITOR'S PERMITS**

Issue Date	Company Name	Description	Address	Contact Name
None				

CITY OF EAST RIDGE
MONTHLY MANAGEMENT REPORT
MONTH OF JUNE 2019

COURT

NUMBER OF CITATIONS ISSUED IN JUNE 2019 237

NUMBER OF DEFENDANTS APPEARING IN COURT:

JUNE 4, 2019	149
JUNE 11, 2019	149
JUNE 18, 2019	169
JUNE 25, 2019	<u>178</u>
TOTAL FOR MONTH	645



East Ridge Police Department

Chief's Monthly Report

June 2019

- June 5 – Acting Chief Allen returned from vacation.
- June 6 – Officer Stacy Lively graduated from the Walter State Police Academy. Lt. Creel attended.
- June 7 – Lt. Clint Uselton graduated from the 276th Session of the FBI National Academy. A/C Allen attended the ceremony.
- June 10 - Acting Chief Allen held a meeting with the command staff concerning staffing of ER City Court for security and prisoner transport.
- June 13 – Acting Chief Allen and Lt. Creel interviewed applicants for the Crime Suppression Unit opening. Officer Cory Cleek was selected.
- June 13 - Acting Chief Allen attended the City Council Meeting.
- June 26 – ERPD command staff held a departmental staff meeting
- June 27 – Acting Chief Allen attended the City Council Meeting
- June 24 – ERPD hosted the Hands Across the Border meeting at the community center in partnership with THSO



City of East Ridge Police Department

MEMORANDUM:

TO: Asst. Chief S. Allen

FROM: Lt. J. Creel

SUBJECT: JUNE 2019 CID/CSU/K-9 Statistics

CID Statistics

Offense Reports Assigned: 45

Offense Reports Cleared: 42

CSU Statistics

Misdemeanor Arrests: 3

Felony Arrests: 5

Narcotics Seized: 23.8 gm meth, 2.6

gm heroin, 16.8 gm cocaine, 20 DU

Pills, 6 DU MDMA, 29 gm Marijuana,

3 units THC oil

Firearms: 2

Assets: \$522.00

Recovered Stolen Auto: 1

Search Warrants: 2

Cases for Fed Prosecution: 1

K-9 Statistics

6 total calls for service

3 SIA Park/Walk

4 Stops

3 Stop Assist

8 Citations

4 K9 deployments

3 Arrests

16.8 grams cocaine seized of K9 sniff,

**officer was on medical leave/light duty for 2 weeks of the month*



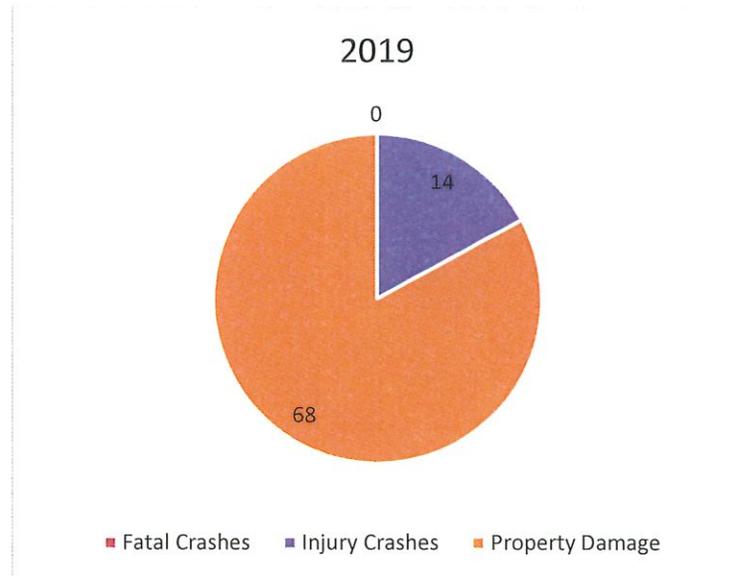
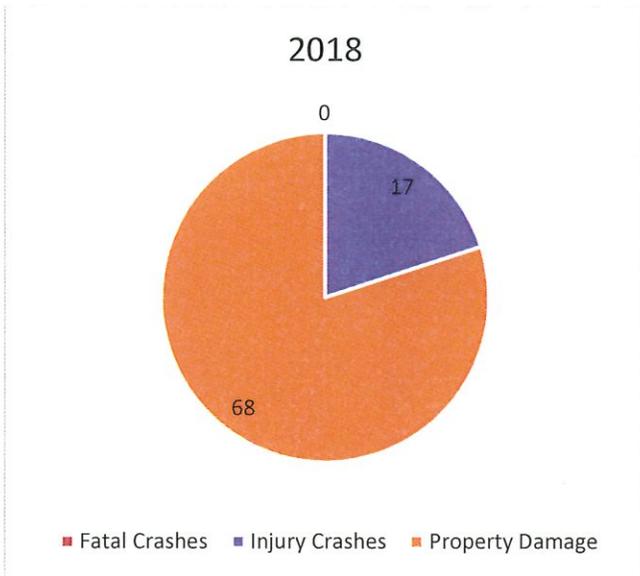
CITY OF EAST RIDGE

June

TRAFFIC CRASHES

2018
85

2019
82



EAST RIDGE FIRE RESCUE

Summary of the Month's Activities

June 1 – June 30, 2019

Fire Operations

The Department responded to **335 calls for service** in the month of May.

Fire Administration

- We have received the all-terrain vehicle, trailer and patient skid. Crews have trained on its usage and it has been placed in service.
- We have worked to have the nature trail at Camp Jordan cleared for the fire departments all- terrain vehicle. This will allow us to access to areas of the West Chickamauga Creek for emergencies between our canoe launches.
- All crews are working to put in-service a workout area at our station two. This area will contain a treadmill, cycling bike, two weights benches, steal weights and accessories.
- We have attended the Tri State Mutual Aid monthly meeting, Homeland Security meeting, City Staff meetings, 911 Communications meetings, swift water meeting and employee TCRS retirement meeting.
- Working on new ladder specs
- Received Council approval to order four new mobile radios. Funded through a Homeland Security Grant.

Training

Each shift completes a minimum of two hours of training each shift.

Training topics for June were;

- Firefighter Safety, RIT, assignment and task (NFPA 1500) (2hrs)
- Firefighter Safety, search & rescue USAR structure & search markings (2hrs)
- Fire Suppression, water supply/pump operations for residential fires (2hrs)
- District Review, streets and hydrant locations (2hrs)
- Fire Service Aerial Ladders, size ups & deployment for aerial operations (2hrs)
- Fire Behavior, garage fires, strategy and tactics, see handout (2hrs)
- Fire Suppression, appliances and LDH types and applications (2hrs)
- Fire service ropes and knots, types and applications (2hrs)
- Hazardous Materials, pipeline emergencies (east end and Camp Jordan) (2hrs)
- EMS, drowning emergencies, care and treatment (3hrs)

Total Cumulative Hours of Training for June – 231

Maintenance

2017 Ford Explorer maintenance on rear axle and body repair

Special Projects

Sealing the fence and back porch at station two.

Painting and building repairs at station one.

EAST RIDGE FIRE RESCUE

East Ridge Fire Rescue 2019 Incident Report / Incident Totals

June 1- June 30, 2019

Total Calls – 413

Category	Totals	Category	Totals
Structure Fire	1	Rescue and EMS Calls	186
Vehicle Fire	0	MVC (Vehicle Accidents)	31
Brush/Grass Fires	0	Citizen Assist/ other	80
Trash/Rubbish Fires	4		
Fire Alarms/ Investigations	33	Mutual Aid Received	0
Total Fire Calls	38	Mutual Aid Given	1
Fire Service Injuries	0	Civilian Fire Injuries	0
Fire Service Deaths	0	Civilian Fire Deaths	0
STRUCTURE FIRES			
Property	\$ 1000.00		
Contents	\$ 500.00		
Other	\$ 0.00		
Total Dollar Estimated Loss	\$ 0.00		
Property	\$ 75,000.00		
Contents	\$ 20,000.00		
Other	\$ 0.00		
Total Dollar Estimated Saved	\$ 0.00		



City of East Ridge

1517 Tombras Avenue
East Ridge, Tennessee 37412
(423) 867-7711

City of East Ridge Solid Waste Report June 2019

Solid Waste tonnage collected:	628.01 TONS
Recycled materials collected:	42.81 TONS
Tons	
Convenience center (dumpster):	12.09 TONS
Dumpster rentals:	
• Dumpster	8 LOADS
• Dumpster Junk	43.71 TONS
Brush collected:	73 LOADS
Metals:	0 TONS
Bulk item pickup:	51.76 TONS
Cart repairs/replacement:	0 LID 6 CANS
New residents/extra garbage cans:	1
Recycling new cans:	0



**STREET DEPARTMENT
MONTHLY REPORT**

JUNE 2019

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
Ditch Patrols	35 Locations	Cleaned
Drainage Repairs	1 Location	3310 Navajo Dr
Mowing, City Property	5 Days	16 Locations
Exit #1 Mowing	4 Days	Also Weedeating, and Picking up Litter
Codes Dept.	5 Days	Demolish House (S.Saint Marks)
Street Sweeping	5 Days	31 Locations
Weedeat Sidewalks	5 Days	Ringgold Rd.
Street repairs (Potholes)	3 Locations	4 Bags (Cold Patch)
Tree Cutting	1 Location	4 hours, McBrien Rd.

Notes :



**TRAFFIC CONTROL
MONTHLY REPORT
JUNE 2019**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
New Signage	20	
Signs Installed	30	
Sign Maintenance	18	
Shop Tasks	12	
Miscellaneous	15	Camp Jordan Park banners
Resident Requests	2	
Street Light Requests	5	
Banners	2	
Signal Repairs	21	
Sign Posts	6	
ERPD Requests	4	

Notes :

Attended Staff Meetings.

Camp Jordan Park, installed banners at baseball fields.

Studies: Bales Ave, Marlboro Ave, S. Seminole Dr, Fountain Ave.

Pavement Markings: (19) streets painted, (13.7) Miles.

Signals:

St. Thomas St at Ringgold Rd, Completed reboot of Grid Smart camera.

Completed Boot Manager in controller to reinstall communication system with Chatt. Traffic Operation.

Ringgold Rd, completed messenger wire check on all traffic signals.



June 2019

Monthly Report

Administration

- Attended Splashpad and Playground progress meeting with GameTime.
- Met with representatives with Barge Design to discuss Parks and Recreation potentials.
- Met with CFCA board members to discuss soccer tournament options going forward
- Attended Chamber of Commerce Board Member Orientation
- Attended a construction progress meeting with Integrated Properties

Projects – Parks and Recreation

- New restrooms and concession buildings now have roofs. Interior finishes such as sheetrock and insulation are almost complete.
- Toilet seats in the arena have been upgraded
- Park staff installed Field Number ID signs at the baseball / softball fields
- Traffic department installed banner signs with field numbers on the light poles at baseball / softball fields
- Park staff repaired sod at the soccer fields
- Park staff installed new Bermuda sod at the new soccer restrooms and the new concession building # 3
- Tennis Courts at East Ridge High School were pressure washed and prepped to be resurfaced
- New fencing project at Camp Jordan is now 100% complete.
- Mowed / Weedeated Camp Jordan Parkway

Programs and Events

- Walk with Ease Class – Community Center and Camp Jordan
- Aerobics and Line Dancing - Community Center
- Pickleball - Community Center
- Recreation Baseball and Softball Regular Season Games
- ERFC Soccer Regular Season Games
- **June 1-2:** Net Elite Baseball Tournament @ ERHS
- **June 1:** CSTHEA Used Book Fair and Optimist Club Fishing Rodeo @ Camp Jordan
- **June 6-8:** Connect One “Scenic City 16s” Softball Exposure Tournament @ Camp Jordan
- **June 15-17:** ERPR All-Star Baseball Tournament @ Camp Jordan
- **June 22:** Optimist Car Show @ Camp Jordan Arena
- **June 22-23:** Choo Choo City Baseball Tournament @ Camp Jordan
- **June 29-30:** Choo Choo City Baseball Tournament @ ERHS

Facility, Rental and Registration Information

Facility	Programs / Rentals	Fees	Concession/Gate Revenue
Camp Jordan Arena	2	\$1,825.00	\$2752.98
RV Camping	11	\$460.00	\$0.00
Tourn. Fees / Field Rental	6	\$8,879.25	\$8,638.76
Pavilions	4	\$350.00	\$0.00
Community / Senior Center	6	\$900.00	\$0.00
East Ridge High School	1	\$900.00	\$0.00
Scheduling Admin Fees	5	\$135.00	\$0.00
Comm. Ctr. Memberships	2	\$40.00	\$0.00
Adventure Guild	1	\$99.00	\$0.00
ATM Machine Commission	1	\$22.00	\$0.00



CITY OF EAST RIDGE - Codes/Building Activity Report June 2019

DEPARTMENT OF 5 EMPLOYEES:

Kenny Custer – Assistant City Manager

Michael Howell - Chief Building Official		
Mike Flynn, Jr. – Fire Code Official		
Melissa Mahoney – Administrative Assistant/Codes Tech Clerk		
Charlie Ritchey – Residential Building Inspector		
Sarah Steinberg – Codes Enforcement Officer		
<i>The purpose of the Codes Department is to ensure that all citizens and contractors are assisted concerning the issues of: Building Codes and safety, Fire Marshal Duties, and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certified and professional manner.</i>		
Activity	Scope of Activity	Total Monthly
Issuing of Permits	Building (Commerc. & Resid.), Building, Electrical, Plumbing, Mechanical, Fire, Sign	55 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	12 inspections
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy.	110 inspections
Re-inspections	Trades that have failed first inspection	8
Signs Removed	Illegal signs removed from city limits	2
Continuing Education	Training for the departments required certification test/International Building Certif.	0 Hours
Property Maint. Liens	Unpaid property maint. issues including grass cutting, demo of unsafe structures, etc.	0 Liens
Housing Board	Cases involving repair or demo of structure	7 Cases
Zoning Board	Cases involving zoning ordinance.	0 Cases
Planning Commission	Cases involving rezoning, subdivision regulations and plat signing.	4 Cases
Plan Reviews	In-house plan reviews commercial/Residential	2 reviews
Unsafe Structure Abatement	Demolition of unsafe structure	2 structure
Citations to Court	Property Maintenance Violations	7 citations
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	Daily



**ANIMAL CONTROL
MONTHLY REPORT
June 2019**

	#
Dogs in Shelter as of June 1, 2019	24
Dogs Adopted in June	10
Cats in Shelter as of June 31, 2019	33
Cats Adopted in June	15
Other Animals in Shelter	0
Animals Returned to Owner	14
Animals Returned to Shelter	0
Animals Released to Wild	0
Animals Spayed/Neutered in June	7
Animals Euthanized or Died	2
Number of Calls	40

FY 18 / 19 Library Services Statistics as of June 30, 2019*

	JULY FY18	AUG. FY18	SEPT. FY18	OCT. FY18	NOV. FY18	DEC. FY18	JAN. FY19	FEB. FY19	MAR. FY19	APR. FY19	MAY FY19	JUNE FY19	YTD FY19
CIRCULATION (BOOKS/AUDIO)	3737	3509	3190	3306	2860	3103	3262	3019	3128	3221	2911	3896	39142
CIRCULATION E-BOOKS	28	39	38	44	35	22	39	42	52	36	45	43	463
COMPUTER USERS	581	613	474	626	434	474	540	545	601	512	369	446	6215
NEW CARDS ISSUED	40	40	42	42	27	23	35	26	31	33	43	*63	445
PROGRAMS/ ATTENDANCE	9/222	7/60	11/116	9/91	9/60	9/124	9/59	13/83	13/233	14/143	9/80	**9/154	121/ 1425
DOCUMENTS NOTORIZED	46	16	24	16	19	18	17	14	10	13	11	14	218
PAGES FAXED	122	61	41	108	37	84	136	62	81	105	86	93	1016
JOBS SCANNED	14	54	29	25	20	13	17	47	40	30	21	25	335
COPIES MADE	2722	3846	2991	2947	1909	1601	2952	2461	2811	2521	2068	2802	31631
IN-DEPTH COMPUTER ASSISTANCE	54	40	33	85	76	88	79	80	109	61	72	91	868
ITEMS CATALOGUED	108	214	175	137	97	110	129	97	105	187	148	113	1620
ITEMS DELETED	108	137	350	369	10	33	194	603	451	41	200	47	2543

*New Cards – 49 Adult/14 Juvenile

** Story-time – 4 programs/85 attendance Adult Coloring Group – 3 programs/15 attendance
 Creative Discovery Museum Star Lab/42 attendance Movie for Adults – 12 attendance