

BRIAN WILLIAMS
Mayor

JACKY CAGLE
Councilmember

ANDREA WITT
Councilmember



ESTHER HELTON
Vice Mayor

MIKE CHAUNCEY
Councilmember

CHRIS DORSEY
City Manager

City of East Ridge

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

MONTHLY REPORT

FOR

DECEMBER 2019

CHRISTOPHER J. DORSEY **CITY MANAGER**

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CHRISTOPHER J. DORSEY
CITY MANAGER

February 11, 2020

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

Please find attached the December 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 that reads "Christopher J. Dorsey". The signature is fluid and cursive, with the first letters of the first and last names being capitalized and prominent.

Christopher J. Dorsey
City Manager

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City Manager

Management Report: December 2019

Legislative Accomplishments

City Council

Council Meeting – December 12, 2019

- **ORDINANCE NO. 1119** - 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 PROPERTIES LOCATED AT 1018 AND 1022 LECLERCQ DRIVE, TAX MAP #156-N-J-010, 010.01, 010.02, AND 011.02, FROM C-2 COMMERCIAL DISTRICT AND R-1 RESIDENTIAL DISTRICT TO RZ-1 ZERO LOT LINE RESIDENTIAL DISTRICT AND RT-1 RESIDENTIAL TOWNHOME DISTRICT (2nd and final reading)- **APPROVED**
- **ORDINANCE NO. 1120** - 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 AT 1507 REBECCA DRIVE, TAX MAP #169-J-A-022.01, FROM R-1 RESIDENTIAL DISTRICT TO R-3 RESIDENTIAL APARTMENT DISTRICT (2nd and final reading) – **APPROVED**
- **RESOLUTION NO. 3000** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, MEMORIALIZING THE APPOINTMENT BY MAYOR WILLIAMS OF DANA HOWE TO THE EAST RIDGE PLANNING COMMISSION (tabled 11/14/19) – **APPROVED**
- **RESOLUTION NO. 3005** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AWARDED BIDS FOR THE INSTALLATION OF EQUIPMENT FOR FOUR (4) 2020 POLICE PURSUIT SUVS (AWD) FOR THE POLICE DEPARTMENT – **APPROVED**
- **RESOLUTION NO. 3006** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, TO WAIVE THE FEE FOR RONALD MCDONALD HOUSE CHARITIES FOR USE OF THE CAMP JORDAN AMPHITHEATER AND TRACK FOR THE KAREN LAWRENCE 5K RUN AND WALK FOR KIDS – **APPROVED**
- **RESOLUTION NO. 3007** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO ACCEPT A DONATION FROM SUSAN PERRUSO FOR THE EAST RIDGE ANIMAL SHELTER – **APPROVED (Amended to add donation from ASA Engineering)**
- **RESOLUTION NO. 3008** – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERLOCAL AGREEMENT TRANSFERRING THE EAST RIDGE ATHLETIC FACILITIES TO THE HAMILTON COUNTY, TENNESSEE BOARD OF EDUCATION – **APPROVED**
- **RESOLUTION NO. 3009** - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE MAYOR AND CITY MANAGER TO EXECUTE A STORAGE AGREEMENT WITH CHATTANOOGA PROFESSIONAL SOCCER MANAGEMENT, LLC (CPSM) - **APPROVED**

Commissions and Boards

- **Planning Commission** – No meeting in December
- **Board of Zoning Appeals** – No meeting in December
- **Industrial Development Board** – No meeting in December
- **Library Board** – December 10, 2019
 - Approval of Minutes from October 8, 2019
 - Director's Report: Director Patty Weaver provided statistics about programs held since our October 8 meeting and upcoming events/programs in December.
 - **Events since October 8, 2019 meeting:**
 - 10/15/19 - East Ridge Fire Dept. fire truck story-time - 37 attendance (20K/17A)
 - 10/17/19 - Adult Fall Craft – 15 attendance
 - 10/19/19 - Coffee with the Mayor (Director Patty Weaver guest speaker) – 14 attendance
 - 10/25/19 - Movie Night, "It" - 5 attendance (heavy rain)
 - 10/28/19 - East Ridge Elementary 2nd graders - 4 programs/87 attendance
 - 11/15/19 - Movie Night, "Grinch" - 69 attendance
 - 11/23/19 - Christmas Parade
 - 12/07/19 - Pancakes with Santa-134 attendance (92K/42A)
 - **Events scheduled during December 2019:**
 - 12/14/19 - Movie Night - "Polar Express" at 6:30 (with a hot chocolate bar)
 - 12/17/19 - Homeschool Book Club Christmas Party at 2:30
 - **Discussion of new Knit Wits (knitting club group) that meet on Fridays at 2:00 led by Janie Dent. Donna Conway said they started the club a few weeks ago (end of November or so) and some homeschoolers have been attending. Board member Mary Lambert suggested that the Knit Wits donate some of the products to the VA or other facilities and said she will try to attend the Knit Wits meeting this week (December 13) and discuss.**
 - **Director Patty Weaver advised that board member David Witt's term on the Board ends December 30, 2019 and the Council appointed Carolyn Tucker to the Board.**
 - **Staff member Donna Conway said the movie nights have recently been moved to the court room and it is a great room for movies and has been a success.**

○ Old Business:

- **Bylaws:** Board member Cathy Cook provided printed copy of the proposed bylaws that she has been working on with City Attorney Mark Litchford. Some discrepancies between the State codes that Attorney Litchford and Cathy Cook reviewed and City Charter were noticed during the review of the proposed bylaws so Attorney Litchford reached out to MTAS (Elisha Hodge) who put us in contact with and Betty Jo Jarvis (Director, Stones River Regional Library) and Kate Huddleston who provide assistance to municipal libraries. They reviewed our proposed bylaws and provided suggested revisions and direction. Attorney Litchford and board member Cathy Cook will review and discuss in the next few weeks and then Cathy Cook will email the proposed bylaws to the members of the Library Board for review and input before the February 11, 2020 meeting. Board member Mary Lambert questioned attendance via tele/video conference when traveling to satisfy a quorum. Board member Cathy Cook will present this issue to Attorney Litchford for review and input.
- There was discussion regarding the Board adopting the City's Personnel Policy under the tenure of City Manager Scott Miller. Board member Cathy Cook to advise Attorney Litchford of this and ensure the bylaws reflect the same accurately.
- The members unanimously proposed no subcommittees as suggested by Betty Jo Jarvis (Director, Stones River Regional Library) during her review and suggested revisions to the proposed bylaws.

○ New Business:

- Early closure of the library December 23, 2019. Motion to close at 3:00 PM by board member David Witt unless there is a conflict with City Manager's directions for City staff. Second by board member Mary Lambert. Unanimously approved.

- **Beer Board – No meeting in December**

- **Housing Commission**

○ **Special Called Meeting - December 6, 2019 – 4:00 pm**

- **712 Summit Avenue** – Boardmember Stephens made a motion to condemn units 15, 16, 17, and 18 and all occupants must vacate the property no later than December 8, 2019. The property owner is to have the property repaired and cleaned up and contact Code Enforcement for a follow up inspection. The case will come before the Housing Commission on January 13, 2020. Boardmember Ezell seconded the motion. The vote was unanimous. Motion approved.

- **Special Called Meeting - December 16, 2019 – 5:00 pm**
 - **3320 Frawley Street** – Boardmember Wilson made a motion to condemn the property and have all occupants vacate the property no later than 12:00pm on December 18, 2019. The property owner is to have the property cleaned up and will contact Code Enforcement for a follow up inspection. The case will come before the Housing Commission on January 13, 2020. Boardmember Stephens seconded the motion. The vote was unanimous. Motion approved.

- **Special Called Meeting - December 30, 2019 – 4:00 pm**
 - **3701 Larry Lane** - **George Grady Guffy Sr. - Notice for Unsafe Structure, Structure Unfit for Human Occupancy, and Dangerous Structure** - Multiple code infractions, including unsanitary conditions, fans without a guard, walls repaired with duct tape, and space heaters with items around and on top of them. All but one entrance was blocked with trash, boxes and other debris. The kitchen floor was also falling in. Mr. Guffy asked if he could stay in the house while renovating it. After discussion, Commissioner Ezell made a motion, seconded by Vice Chairperson Wilson to allow Mr. Guffy to stay in the house while making repairs, but he must have two means of egress, install smoke detectors, Codes will check the house on January 3rd and January 10th prior to the Housing Commission meeting on January 13th, and Mr. Guffy must attend the January 13th meeting. If this is not done, the house will be condemned that day. The vote was unanimous. Motion approved.

CITY MANAGER:

Administration Meetings

- Monthly meetings with Department Heads and Supervisory Staff
- Advanced Discussions of new development interest for property bordering I-75
- Working with TDEC and NPS on the Camp Jordan Conversion
- Small Cities City Manager Meeting
- Department Head Weekly Meetings
- Conducted Police Department interviews
- Met with health and property/liability insurers
- Legislative breakfast

Ongoing Work

- Camp Jordan Conversion Process
- Drainage design from tunnels east to McBrien Road
- Sidewalk design and ROW acquisition from tunnels east towards McBrien Road
- Updating codification of Municipal Code
- Updating draft of Human Resources Manual
- Working on economic development projects

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

MEMORANDUM

TO: Mayor and Council; City Manager

FROM: Kenny Custer, Assistant City Manager

SUBJECT: December 2019 Report

DATE: 1-16-2020

- Attended WWTA Board and Committee Meetings
- Attended AHO Hearing
- Attended the TFSIA Annual Conference
- Conducted meeting with Barge Design.
- Received updates from Building Maintenance staff on upcoming building modifications needs
- Conducted a site visit of various areas of concern related to drainage
- Conducted a site visit at the CRW property along the interstate along with update meetings
- Conducted interviews for Police
- Continued work with Street Department staff on clean out of Catch Basins and evaluate Street Cuts
- Department Wide Meeting with Sanitation



Finance and Administration Monthly Report December 2019

FINANCE DIRECTOR

- Staff meetings - 3
- Council meeting - 1
- East Ridge Futbol Club Board Meeting
- Legislative Breakfast
- Prepared Financial Reports for October & November 2019
- Worked with TN Municipal Bond Fund – New Capital Outlay Note – Police Vehicles
- Prepared Budget Amendment
- Meetings with Various Department Heads related to financial issues
- Daily accounting functions such as processing purchase orders and payables, deposits, bank reconciliations etc.
- Meeting – Public Entity Partners (formerly The Pool)
- Numerous Border Region meetings
- Bid Openings - 1

HUMAN RESOURCES MANAGER

- Attended Staff Meetings
- Other needs for employee personnel matters and insurance
- Reconcile and payments of all Insurance Policies
- Met with representatives from Public Entity Partners
- Held interviews for Police Chief
- Hired: Full Time Firefighter, Police Chief
- E-Verify Reporting & Tennessee New Hire Reporting
- Load new employees into all insurance carriers
- Orientation for Full Time Sanitation Driver
- Loaded new employees into all insurance policies
- Openings: Sanitation Collector

CITY RECORDER

- Attended Weekly Staff Meetings
- Prepared packet for Council meeting
- Prepared minutes for Council Meeting
- Fulfilled Open Records Requests
- Bid opening for equipment for new police vehicles
- Sent out Request for Qualifications for Site Design and Construction Administration Services for Camp Jordan Soccer Fields
- Other day-to-day duties

COMMUNITY INVOLVEMENT COORDINATOR – GRANT REPORT

- **Grants Applied For:**
 - N/A
- **Grant Awards Received:**
 - **PEP Property Conservation (Parks & Rec) – Security Cameras** (\$8,000) – 50% Funded – Applied 10/9/19 – Awarded 12/19/19
 - **Target Youth Soccer Grant (Parks & Rec) – Rec Soccer Supplies** (\$1,000) – 100% Funded – Applied 6/12/19 – Awarded 12/11/19
- **Reimbursements Submitted/Received:**
 - **ADA Retrofit Grant # 1** – (\$5,552.00) – Submitted 9/23/19 – Received 12/9/19
 - **Byrne Grant FY 2017 #1** – (\$10,000) – Submitted 12/3/19 – Received 12/9/19
 - **Byrne Grant FY 2017 #2** – (\$1,086) – Submitted 12/4/19 – Received 12/9/19
- **Miscellaneous:**
 - N/A

CARTA CARE-A-VAN PROGRAM

TRIP TOTALS

MONTHS	FY 18	FY 19	FY 20
July	0	101	100
August	0	119	78
September	28	127	103
October	46	150	158
November	79	102	191
December	132	72	204
January	153	82	
February	107	85	
March	102	96	
April	76	117	
May	114	95	
June	95	74	
	932	1220	834
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	9
August	0	14	12
September	1	16	16
October	5	16	16
November	11	14	14
December	11	10	15
January	10	8	
February	13	9	
March	10	10	
April	9	12	
May	12	14	
June	11	11	
	93	148	82
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	\$ 750.00
August	\$ -	\$ 892.50	\$ 585.00
September	\$ 210.00	\$ 952.50	\$ 772.50
October	\$ 345.00	\$ 1,125.00	\$ 1,185.00
November	\$ 592.50	\$ 765.00	\$ 1,432.50
December	\$ 990.00	\$ 540.00	\$ 1,530.00
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	\$ 6,255.00
Increase/Decrease		\$2,160	
*Numbers from Sept-June		\$510	

NEW USERS (per month)

MONTHS	FY 18	FY 19	FY 20
July			
August			
September			3
October			2
November			1
December			2
January			
February			
March			
April			
May			
June			



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

Issue Date	Company Name	Description	Address	Contact Name
12/3/2019	Fresh Burger Grill	Restaurant	3507 Ringgold Rd. East Ridge, TN 37412	Tanya Worley
12/3/2019	Construction Kyle	Remodeling	5353 Lazard St. East Ridge, TN 37412	Kyle Mullinax
12/3/2019	Buster & Lulu's Closeouts and Consignments	Retail	6743 A Ringgold Rd. East Ridge, TN 37412	Cynthia Cagle
12/4/2019	Econo Lodge	Hotel	6642 Ringgold Rd East Ridge, TN 37412	Dhurmeshbhai Patel
12/5/2019	Armour Cleaning Service	Janitorial service	387 Alice Drive Chattanooga, TN 37412	Andre Edwards

NEW BEER PERMITS

Issue Date	Company Name	Description	Address	Contact Name
	None			

**CITY OF EAST RIDGE
MONTHLY MANAGEMENT REPORT
MONTH OF DECEMBER 2019**

COURT

NUMBER OF CITATIONS ISSUED IN DECEMBER 2019 293

NUMBER OF DEFENDANTS APPEARING IN COURT:

DEC 3, 2019	131
DEC 10, 2019	156
DEC 17 2019	166
DEC 23, 2019 (Custody only)	13
DEC 30, 2019 (Custody only)	10

TOTAL FOR MONTH 769



East Ridge Police Department

Chief's Monthly Report December 2019

- December 2 – ERPD conducted low-light firearms qualifications
- December 3 – Bids for vehicle equipment installation were opened.
- December 4-6 – Acting Chief Allen attended the TACP meeting in Franklin
- December 12 – LESO reviewed equipment
- December 12 - Acting Chief Allen met with City Manager Dorsey – Monthly meeting
- December 12 – Acting Chief Allen attended City Council Meeting
- December 13 – Acting Chief Allen participated in an online meeting with vendor Navex Global
- December 15 – Acting Chief Allen attended the City Legislative Breakfast at City Hall
- December 23 – City Manager Dorsey appointed Acting Chief Allen as Police Chief
- December 24 - 25 – Christmas Eve and Christmas Holidays.
- December 30 – January 3 – Chief Allen took vacation days.



EAST RIDGE POLICE DEPARTMENT

4214 Ringgold Road ❖ East Ridge, TN 37412

**Police Administration
(423) 867-3718
Fax (423) 867-9418**

**Stan Allen
Chief of Police**

December 2019

Administrative Division - Lieutenant Daniel Stephenson

- Daily completion of Activity Reports (including weekend) for public view at the police department and provided to ERNO.
- Completed Firearms In-Service Training
- Attended TLEA Accreditation Manager Training in Franklin, TN
- Planned training for employees on scan software
- Met with Records staff, warrants officer, and Property and Evidence staff on multiple occasions.
- Submitted resume and interviewed for the vacant Chief of Police position
- Facilitated a warrant roundup
- Planned for training with the HCSO for RMS Reporting Software training
- Worked on obtaining signed Code of Ethics forms from each officer for TLEA Accreditation Standards
- Facilitated access for supervisors to a shared server folder for Accreditation compliance regarding annual review of Use of Force Incidents
- Submitted resume for vacant Assistant Police Chief position
- Assisted officers, personnel, and citizens with various requests

Warrants Division – Sgt. Tim Spires

- Provided fingerprinting service to **3** people with a total of **3** fingerprint cards.
- **95** Warrants were issued
- **14** Misdemeanor Citations were processed
- **15** Subpoenas executed for Codes Enforcement
- **19** Subpoenas issued

ERPD Property and Evidence Division

- Items Entered: **197**
- Items Disposed: **150**
- Narcotics Disposed: **41**
- Vehicles Sold: **0**
- Firearms: **4** disposed / **32** Total for GT Distributors

Drugs Seized – Department monthly total

- Hash: **0** grams
- Pills: **417** Dosage Units
- Cocaine: **1.3** grams
- Heroin: **2.5** grams
- Meth: **49.6** grams
- Marijuana: **90.3** grams
- Fentanyl: **0.5** grams



City of East Ridge Police Department

MEMORANDUM:

TO: Chief S. Allen

FROM: Lt. J. Creel

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

CID Statistics

Offense Reports Assigned: 54

Offense Reports Cleared: 35

Clearance Rate: 64.81%

CSU Statistics

Misdemeanor Arrests: 1

Felony Arrests: 6

**Narcotics Seized: 1490g Meth,
8.1g Marijuana, 2.5g Heroin**

Firearms: 1

Assets: \$1417 USC

Recovered Stolen Auto: 0

Search Warrants: 0

Cases for Fed Prosecution: 1

K-9 Statistics

Calls for Service: 7

SIA Park/Walk: 4

Stops: 2

Arrests: 0

Assist Other Agency: 1

Stop Assist: 1

Citations: 2

K9 deployments: 1

**C.I.D. MONTHLY ACTIVITY REPORT
OFFICERS CASE LOG AND DISPOSITION**

OFFICER'S NAME: S. Stojnic #549		SIGNATURE:		REPORT MONTH: 12/2019	DATES: 12/01-12/31/2019						
CASES THIS MONTH											
CASE #	TYPED OF CASE	P/S	C/N/R	ARREST	UNFND	EXCPT MEANS	ADMIN CLEAR	TRANSFER TO OTHER OFFICER	INAC CASES	CARRIED OVER	NUMBER OF CHARGES
19-008529	THEFT	P	C							X	
19-009223	DOA (FATAL OD)	P	C							X	
19-010182	FORGERY	P	C							X	
19-010696	RAPE	P	C							X	
19-011072	AUTO BURGLARY	P	C							X	
19-011074	AUTO BURGLARY	P	C							X	
19-011077	AUTO BURGLARY	P	C							X	
19-011081	AUTO BURGLARY	P	C							X	
19-011202	AUTO THEFT	P	C							X	
19-011275	BURGLARY	P	C							X	
19-012206	AUTO THEFT/THEFT	P	C							X	
19-012273	CHILD ABUSE	P	C							X	
19-013008	AUTO BURGLARY/THEFT	P	C							X	
19-013227	CHILD ABUSE/HMN. TRF	P	N		X						
19-013226	BURGLARY	P	N							X	
19-013476	AUTO THEFT	P	N							X	
19-013514	TRAILER THEFT	P	N						X		
19-013559	HUMAN TRAFFICKING	P	N		X						
19-013638	DOA	P	N							X	
TOTAL # CASES LISTED	28	DISPOSITION									
TOTAL # CASES CLEARED	7	TOTALS	0	2	0	0	0	0	0	1	16
											0

DO NOT COUNT PERSONS MORE THAN ONCE / IF THE SAME PERSON IS/WAS ARRESTED ON PRIMARY & SECONDARY CASES LIST ONLY THE PRIMARY CASE

P-PRIMARY CASES
S-SECONDARY CASES

C-CARRY OVER FROM PREVIOUS MONTH
N-NEW CASE (INITIATED OR ASSIGNED)
R-REACTIVATED CASE

**MONTHLY REPORT
POLICE DEPARTMENT
CRIME SUPPRESSION UNIT
DECEMBER 2019**

12/2/2019

- Interviewed step-father on wanted person out of East Ridge
- Checked several addresses for wanted person

12/3/2019

- Arrested suspect on Felony warrants
- Arrested suspect on Felony warrants
- Arrested suspect on misd. Warrants

12/4/2019

- Knock and talk at 2007 East 14th Street
- Knock and talk at Kimberly Apartments Apt. #9
- Check several addresses for wanted suspect
- Followed up with victim in rape case

12/5/2019

- Arrested suspect on felony warrants
- Controlled buy with the ATF

12/9/2019

- Knock and Talk on Roper Street. Collected .8grams marijuana and paraphernalia
- Traffic Stop on Black Hyundai – Citation

12/10/2019

- Attempted warrant service on Eads Street
- Surveillance on narcotics complaint on Land Street
- Warrant service with US Marshall's at Budgetel

12/11/2019

- Narcotics arrest (Felony)-9mm Handgun, \$1417 Cash, 1,490grams of suspected Meth

12/12/2019

- Interview suspect -(Narcotics Patrol Arrest)
- Warrant round-up

12/16/2019

- Surveillance on Land Street

12/17/2019

- Surveillance on Land Street
- Seizure Hearing
- Attempted to located suspect on Felony Warrants
- Traffic Stop leaving the Motel 6

12/18/2019

- Interviewed CI
- Buy/walk on Burns Ave. (1.3grams Heroin)

12/19/2019

- Arrested suspect on warrants (Felony) (7.3 grams Marijuana)

12/23/2019

- Buy/walk on Burns Ave. (1.2 grams Heroin)
- Search warrant for Burns Ave.

12/26/2019

- Assisted in executing search warrant on Clemons Road
- Consensual Encounter at Motel 6

12/27/2019

- Surveillance on Burns Ave.

12/30/2019

- Surveillance on Land Street and Burns Ave.

12/31/2019

- Consensual Encounter 6708 Ringgold Road
- Assisted Patrol in warrant service
- Assisted Chattanooga in a shooting on Greenway View Drive

Totals:

- Felony Arrests-6
- Misdemeanor Arrest-1
- Meth-1,490 grams
- Heroin-2.5 grams
- Marijuana-8.1 grams
- Cash-\$1417.00
- Gun-1

MONTHLY REPORT
EAST RIDGE POLICE DEPARTMENT
K-9 UNIT
DECEMBER 2019

10 days worked

7 Total calls for service

1 Traffic stop assists

2 D7

1 K9 Deployments

4 Self-Initiated/Park&Walk

1 A.O.A

Attended K9 Street Survival School – Sevierville, TN

Assists with CSU on Knock and talks, warrant service for Catoosa County

Assist with interviews on fraud and human trafficking case

Assist with two DOA. One was narcotic related

Warrant roundup

Follow-up with DEA on ongoing narcotic case and discuss info on possible new case.

Locker checks at Middle School

Interview at CCA with inmate in reference to possible narcotic activity

Fleet Maintenance: Veh #46 (Chavez) DVR install and program

2019 Monthly Report

SHIFT/DIVISION: Patrol		439		102		27		272		27		84		907		920		1239		989		24		14		34		7	
FOR THE MONTH OF: December		DAYS WORKED		ARREST		OFFENSE REPORTS		SUPPLEMENT REPORTS		CRASH REPORT		TRAFFIC STOPS		TRAFFIC CITATIONS		SERVICE CALLS		CALLS ASSIST		FIELD INTERVIEW		AOA WARR.		WARRANTS		A. MISD.		B= FELONY	
OFFICER	DAYS WORKED	A	B.	OFFENSE REPORTS	SUPPLEMENT REPORTS	CRASH REPORT	TRAFFIC STOPS	TRAFFIC CITATIONS	SERVICE CALLS	CALLS ASSIST	FIELD INTERVIEW	AOA WARR. A.	AOA WARR. B.	WARRANTS A.	WARRANTS B.	A. MISD.	B= FELONY												
S. Butcher	16	0	0	4	0	0	1	0	12	43	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
H. Duncan	19	0	0	2	0	0	0	0	65	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
J. Crowe	16	0	0	4	1	9	22	35	53	27	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
J. Daverson	16	0	0	22	0	1	2	1	61	22	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C. Hirsch	15	0	0	7	1	0	6	4	51	49	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A. Chavez	13	1	0	17	0	0	5	3	44	7	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M. Noeller	17	0	0	13	0	0	14	22	51	14	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
B. Beadle	18	12	8	26	0	1	63	59	55	34	0	4	5	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
E. Chadwick	12	0	0	2	1	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S. Darwin	15	2	0	9	1	4	23	33	70	63	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. Harding	12	3	1	14	1	7	15	17	59	42	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
G. Hawks	13	1	1	12	0	5	4	6	55	37	0	1	1	6	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A. Hackett	15	4	1	23	3	8	32	48	59	37	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. Myrick	15	1	1	13	0	3	59	71	58	44	2	2	2	2	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0
T. Prescott	14	0	0	0	0	0	4	6	2	28	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
J. Jansen	13	1	1	4	0	0	17	13	13	60	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S. Rhudy	16	18	0	3	4	1	34	30	59	61	7	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. Boyd	14	7	5	13	2	4	55	63	30	12	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A. Genovesi	15	3	0	10	1	2	22	25	40	11	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
T. Dyer	16	8	0	17	6	0	63	61	58	23	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S. Roisbacher	16	7	1	15	0	7	11	4	61	44	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A. Hewitt	10	0	0	0	2	0	2	2	5	19	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
M. Crisp	14	2	0	2	0	0	31	44	18	48	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A. Carter	12	8	2	5	0	0	45	39	25	80	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
D. Burgess	10	4	2	6	0	7	20	18	32	35	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
S. Lively	15	3	1	14	0	5	16	19	64	40	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
A. Richardson	15	10	2	4	1	1	56	50	45	33	0	8	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
C. Smith	14	5	1	10	2	3	19	19	56	30	0	1	1	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
W. Johnson	16	2	0	1	1	9	69	72	16	9	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
T. Smith	17	0	0	0	0	7	197	156	16	3	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0



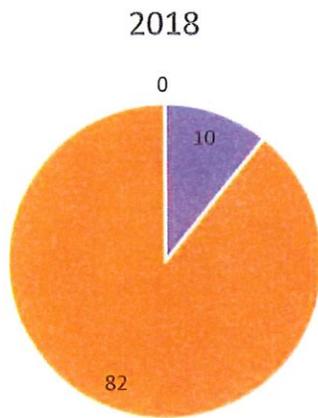
CITY OF EAST RIDGE

December 2019

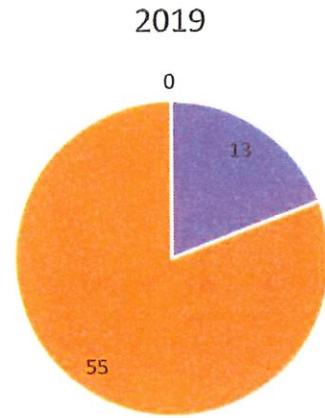
TRAFFIC CRASHES

2018
92

2019
86



■ Fatal Crashes ■ Injury Crashes ■ Property Damage



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

EAST RIDGE FIRE RESCUE

Summary of the Month's Activities December 1 – December 31, 2019

Fire Operations

The Department responded to **381 calls for service** in the month of December.

Fire Administration

- We have attended the Tri State Mutual Aid monthly meeting, Homeland Security meeting, City Staff meetings, and 911 Communications meetings.
- We have filled the open firefighter/engineer position. We are currently at full staff.
- We continue to post winter safety tips and weather updates on our department Facebook Page. This social media site is continually updated on the latest activity of our department. Photos from crews working on projects, fire prevention, safety tips and calls for service that the department answers. Look us up on our Facebook Page. (City of East Ridge Fire Rescue)
- We have reviewed an area for our smoke alarm saturation. In January we will start to install smoke alarms in the Belvoir Hill Estates. We have many older residents and have had several major fires in this area over the past years, with one being a rescue of an occupant from a second story window.
- We are working on placing monitors in the fire bays at both stations. These monitors have our I am responding information displayed. It will show the type of call, location, route to, hydrant location and other needed information.

Training

Each shift completes a minimum of two hours of training each shift. Training topics for December were:

- Firefighter Safety, PPE and proper clothing for winter weather ops (2 hrs.)
- Firefighter Safety, personal accountability system NFPA 1500 (2hrs)
- Apparatus Safety, operating on winter weather roads & snow chain use (2hrs)
- District Review, streets and hydrant locations (2hrs)
- Fire Service Aerial, overhead master stream operations (2hrs)
- Fire Suppression, water supply-hydrant set-ups & adapters (2hrs)
- Fire Suppression, defensive hose line operations (2hrs)

- Scene safety, utility emergencies, response & size-ups (2hrs)
- Hazardous Materials, natural & propane emergencies (2hrs)
- EMS, cold weather emergencies, assessment and treatment (3hrs)

Crews completed their monthly inspections of commercial businesses, typically each shift has between 7-10 inspections each month. Totaling 21-30 a month.

Total Cumulative Hours of Training for December – 300

We have one Firefighter enrolled in the Hamilton County Fire Academy for Firefighter I (40 Hours a month)

We have one Firefighter that completed the Hamilton County Fire Academy for Firefighter II (40 Hours a month)

Maintenance

- Hand tools cleaned, inspected and painted
- Small engines, such as generators, fans saws all preventive maintenance completed
- Preventive maintenance on SCBA (air packs)

Special Projects

Installing TV monitors in the fire bays at both stations for our dispatch information. This will allow the crews to see the type of call, location of the calls, dispatch information related to the call, hydrant locations, and the closest route to the incident. We have this in all of our first out apparatus currently as well. So, if the crews are out of the station, they have access to the information.

EAST RIDGE FIRE RESCUE

East Ridge Fire Rescue 2019 Incident Report / Incident Totals

December 1- December 31, 2019

Total Calls – 381

Category	Totals	Category	Totals
Structure Fire	1	Rescue and EMS Calls	243
Vehicle Fire	2	MVC (Vehicle Accidents)	36
Brush/Grass Fires	0	Citizen Assist/Other	61
Trash/Rubbish Fires	2		
Fire Alarms/Investigations	36	Mutual Aid Received	0
Total Fire Calls	41	Mutual Aid Given	2
Fire Service Injuries	0	Civilian Fire Injuries	0
Fire Service Deaths	0	Civilian Fire Deaths	0
Fire Dollar Loss			
Property	\$ 15,000.00		
Contents	\$ 3,000.00		
Other	\$ 0.00		
Total Dollar Loss	\$ 18,000.00		
Fire Dollar Saved			
Property	\$60,000.00		
Contents	\$ 6,000.00		
Other	\$ 0.00		
Total Dollar Saved	\$ 66,000.00		

EAST RIDGE FIRE RESCUE

East Ridge Fire Rescue Incident Report / Incident Totals 2019 Yearly Report

January 1- December 31, 2019

Total Calls for the year – 4,346

Category	Totals	Category	Totals
Structure Fire	21	Rescue and EMS Calls	2537
Vehicle Fire	25	MVC (Vehicle Accidents)	392
Brush/Grass Fires	19	Citizen Assist/Other	896
Trash/Rubbish Fires	37		
Fire Alarms/Investigations	419	Mutual Aid Received	8
Total Fire Calls	521	Mutual Aid Given	29
Fire Service Injuries	2	Civilian Fire Injuries	6
Fire Service Deaths	0	Civilian Fire Deaths	1
Fire Dollar Loss			
Property	\$ 227,400.00		
Contents	\$ 101,200.00		
Other	\$ 0.00		
Total Dollar Loss	\$ 328,600.00		
Fire Dollar Saved			
Property	\$2,957,940.00		
Contents	\$ 396,000.00		
Other	\$ 0.00		
Total Dollar Saved	\$ 3,353,940.00		



**BUILDING MAINTENANCE
MONTHLY REPORT
December 2019**

WORK ORDERS

PROJECTS	COMPLETE Y/N	NOTES
City Hall Entrance	N	Waiting on Contractor Price Quote
Court Clerks holding cell	N	Locating a Cert. Detention Contractor
Wrought iron fence C.J.	N	Complete minus Gates
Springvale Dog Park	N	Clearing/cleaning Properties

Additional Notes (if needed):



City of East Ridge

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

CITY OF EAST RIDGE SOLID WASTE REPORT DECEMBER 2019

Solid Waste collected (tons)	655.71
Recycled materials collected (tons)	48.31
Dumpster Junk (tons)	39.60
Dumpster rentals	5
Brush Collected (loads)	71
Metal Collected (tons)	1.57
Cart Repairs/Replacement (lids/cans)	46
New/Extra Garbage Cans	5
New Recycle Cans	54



**STREET DEPARTMENT
MONTHLY REPORT
DECEMBER 2019**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
Ditch Patrols	221 locations	Cleaned
Drainage Repairs	1 location	Sewanee Dr.
Jet out Drainage Pipe	6 Locations	
Litter Collection	17 Locations	Cleaned
Miscellaneous	3 Days	Yard work, cleaning
Street Sweeping	3 Days	32 Streets
Street repairs (Potholes)	6 Locations	

Additional Notes :



**TRAFFIC CONTROL
MONTHLY REPORT
December 2019**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
New Signage	13	(75) Decals ERFD Message Board
Signs Installed	19	
Sign Maintenance	9	
Shop Tasks	19	
Miscellaneous	24	
Resident Requests	3	
Street Light Requests	12	
Banners		
Signal Repairs	18	
Sign Posts	7	
ERPD Requests	3	

Additional Notes :

Produced new Message Board for ERFD Station 1.

Ordered new software for Radar Recorder.

Ordered (75) 28" traffic cones for stock.

Attended Staff and Monthly Meetings.

Studies: State Line Rd, Jason Dr.

Signals:

Tombras Ave at Ringgold Rd repaired MMU Smart Monitor reinstalled.

I-75 Exit Ramp (SB) at Ringgold Rd MMU Smart Monitor repaired.



December 2019

Administration

- RFP for Irrigation Repair at Camp Jordan Soccer Fields Advertised
- RFQ for Site Design and Construction Administration for Camp Jordan Advertised
- Attended Soccer Irrigation Proposal Meeting
- Attended Site Design and Construction Administration Proposal Meeting
- Added (2) Basketball Goals to Gov Deals
- Staff Christmas Lunch Dec. 16
- Meeting regarding the Studebaker Car Show coming in Aug. 2020
- Meeting to discuss irrigation repair at Camp Jordan
- Meeting to discuss obstacle course race at Camp Jordan
- Meeting with ultimate frisbee representatives
- Meeting with representatives from ARTECH regarding the countertops at Camp Jordan Arena
- Attended Chamber of Commerce Luncheon – Speaker Mayor Brian Williams

Projects – Parks and Recreation

- Winterized RV Pavilion bathrooms
- Performed exploratory utility digs at Baseball / Softball Fields 9-12 for future Shade Structure Install
- Cleaned and organized the baseball storage building
- Eight (8) concrete bleacher pads were installed at Baseball / Softball Fields 1-4 by Premiere Fence
- Installed electricity and lights to illuminate the flags at Camp Jordan Park
- Falling Rock Irrigation installed irrigation shutoff valves at Camp Jordan Soccer Fields
- Repaired electrical receptacle at Camp Jordan soccer field pavilion

Programs and Events

- Afterschool Program Monday – Friday – Community Center
- Senior Fit Program Monday – Friday – Community Center
- Aerobics and Line Dancing - Community Center
- Pickleball - Community Center
- Rec Basketball and Indoor Soccer Games
- **Dec 7:** Indoor Soccer League Started
- **Dec 14:** Youth Basketball League Jamboree
- **Dec 16 - 18:** TDOT Training at Camp Jordan Parking Lot

Parks and Recreation Monthly Financials

- See attached

PARKS & RECREATION		
DECEMBER 2019 REVENUE		
Code	Description	Gross
110-34640	ERHS Complex Rentals	\$0.00
110-34641	Indoor Soccer	\$32,020.70
110-34642	Community Center	\$1,385.00
110-34644	Baseball Registrations	\$65.00
110-34647	Hitting Facility - McBrien School	\$40.00
110-34651	Arena	\$2,000.00
110-34652	Pavilion Rentals	\$125.00
110-34654	Field Rentals	\$5,350.00
110-34655	Amphitheater	\$325.00
110-34656	Concessions	\$2,258.77
110-34657	Overnight RV Rental	\$0.00
110-34712	Commissions (ATM)	\$9.50
110-34721	Basketball Gate	\$850.00
110-34742	Basketball Registrations	\$30.00
110-34745	Vending	\$7.90
110-34747	Rent Arena Equipment	\$0.00
110-34749	Select Soccer - Field Rental (CFCA)	\$0.00
110-34794	Community Center Membership Fees	\$120.00



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

DEPARTMENT OF EMPLOYEES: 7

Kenny Custer – Assistant City Manager		
Michael Howell - Chief Building Official		
Mike Flynn, Jr. – Fire Code Official/ Building Inspector		
Melissa Mahoney – Administrative Assistant/Codes Tech Clerk		
Sarah Stageberg – Codes Enforcement Director		
Cameron McAllister- Codes Enforcement Officer		
Chris Gilbert – 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	47 permits
Fire Code Inspections	Inspect existing businesses within city limits -Hotels, Restaurants, Stores, etc.	4 inspections
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy.	83 inspections
Re-inspections	Trades that have failed first inspection	6
Signs Removed	Illegal signs removed from city limits	0
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	0 Cases
Zoning Board	Cases involving zoning ordinance.	0 Case
Planning Commission	Cases involving rezoning, subdivision regulations and plat signing.	0 Case
Plan Reviews	In-house plan reviews commercial/Residential	4 reviews
Unsafe Structure Abatement	Demolition of unsafe structure	0 structure
Citations to Court	Property Maintenance Violations	17 citation
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	Daily



**ANIMAL CONTROL
MONTHLY REPORT
DECEMBER 2020**

	#
Dogs in Shelter as of December 1, 2019	24
Dogs Adopted in December	7
Cats in Shelter as of December 1, 2019	5
Cats Adopted in December	8
Other Animals in Shelter	1
Animals Returned to Owner	1
Animals Returned to Shelter	1
Animals Released to Wild	0
Animals Spayed/Neutered in December	7
Animals Euthanized or Died	2
Number of Calls	41

FY19/20 Library Services Statistics as of December 31, 2019

	JULY FY19	AUG. FY19	SEPT. FY19	OCT. FY19	NOV. FY19	DEC. FY19	JAN. FY20	FEB. FY20	MAR. FY20	APR. FY20	MAY FY20	JUNE FY20	YTD FY20
CIRCULATION (BOOKS/AUDIO)	3826	3615	3399	3426	3133	3392							20791
CIRCULATION E-BOOKS	69	71	53	46	39	30							308
COMPUTER USERS	473	560	488	553	427	520							3021
NEW CARDS ISSUED	45	54	33	41	23	*29							225
PROGRAMS/ ATTENDANCE	11/ 245	9/ 113	12/ 126	21/ 314	16/ 263	**16/ 325							85/ 1386
DOCUMENTS NOTORIZED	11	25	28	7	19	13							103
PAGES FAXED	80	107	46	68	59	79							439
JOBS SCANNED	21	50	52	10	13	18							164
COPIES MADE	2384	2934	2595	2424	2488	2685							15510
IN-DEPTH COMPUTER ASSISTANCE	57	115	123	151	89	79							614
ITEMS CATALOGUED	199	125	136	112	105	97							774
ITEMS DELETED	10	18	109	32	3	137							309

*New Cards – 25 Adult/4 Juvenile
Pancakes w/Santa – 134 attendance
Adult Coloring – 3 programs/8 attendance

** Story Time – 4 programs/59 attendance
Home School Book Club–3 programs/22 attendance
Knitting Club – 3 programs/19 attendance

Movie Night – 73 attendance
Adult Craft - 10 attendance