

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

**February 8, 2024
6:00 pm**

The East Ridge City Council met pursuant to notice on February 8, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Bishop Terry Arnold, Pentecostals of East Ridge, gave the invocation. All joined in the Pledge of Allegiance to the Flag. The Mayor congratulated Bishop Arnold on his retirement.

Present: Mayor Williams, Vice Mayor Haynes, Councilmember Cagle, Councilmember Tyler, City Manager Miller, City Attorney Litchford, and City Recorder Middleton. Councilmember Witt was not present.

Attendance: 8

Consent Agenda:

- A. Approval of Minutes January 25, 2023 Council Meeting
- B. Approval of December 2023 Financial Report
- C. Declaration of Surplus Property – Parks and Recreation

Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve the Consent Agenda. The vote was unanimous. Motion approved.

Communication from Citizens: None

Communication from Councilmembers:

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

Mayor Williams discussed the following:

- Remember Councilmember Witt and her family in your prayers because of illness.
- Library - 2024 Adult Winter Reading Challenge will end soon. There are weekly drawings, and the grand prize will be drawn after February 23, 2024.
- Parks and Recreation
 - Community Center – Senior fitness and chair aerobics classes will be held Monday – Friday beginning with a walk at 9 am and workout classes at 10 am.
 - Spring sports registration – Soccer through February 23/T-Ball, baseball, softball through March 1/Adult Softball through March 8
 - Friday Night Lights Flag /football – offered in Spring and Fall – Registration is now through March 23.

Communication from City Manager:

- Multi Modal – During the past two weeks, Talley has poured concrete for sidewalks on the north side of Ringgold Road between McBrien and Boyd Street. They have filled the void between the curb and the sidewalk and seeded it. Next week they will be filling the spaces between the curb and sidewalks between Boyd and Dover and thereafter pouring the sidewalk between Dover and Crosspath Church. Talley has also started constructing the retaining wall on Ringgold Road just north of Harper Motor Sports.
- McBrien Road resurfacing starts March 1st, from south of S. Terrace to Ringgold Road. The area will be milled and resurfaced. Next year, we hope to get John Ross Road resurfaced.
- Animal Shelter construction has had delays due to weather. The soil does not drain well. We hope to finish pouring the footings today, then next week do the plumbing and storm drains.

Old Business:

ORDINANCE NO. 1201 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE ZONING REGULATIONS AND THE ZONING MAP OF THE CITY OF EAST RIDGE, TENNESSEE SO AS TO RE ZONE THE PROPERTY LOCATED AT 12 SHERIDAN ROAD, TAX MAP #156E-A-005 FROM R-1 RESIDENTIAL DISTRICT TO R-3 RESIDENTIAL APARTMENT DISTRICT (2nd and final reading) – City Attorney Litchford read on caption. Chief Building Official Howell stated at one time this property was legal non-conforming but lost that status when it sat vacant for more than 180 days. Vice Mayor Haynes made a motion, seconded by Mayor Williams, to approve Ordinance No. 1201 on second and final reading. Councilmember Cagle had concerns that a garage on the property that had been closed in would be used for an apartment. Allen Jones, with Stone Creek Consultants assured Mr. Cagle that the building would be converted back into a garage for parking space. If they cannot convert it, it will be torn down. Roll call vote: Vice Mayor Haynes - yes; Councilmember Cagle - no; Councilmember Tyler - yes; Mayor Williams - yes. Motion approved.

ORDINANCE NUMBER 1202 - AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO ESTABLISH AN UPDATED OCCUPATIONAL SAFETY AND HEALTH PROGRAM PLAN, DEVISE RULES AND REGULATIONS, AND TO PROVIDE FOR A SAFETY DIRECTOR AND THE IMPLEMENTATION OF SUCH PROGRAM PLAN (2nd and final reading) – City Attorney Litchford read on caption. Deputy Chief Albright stated this will update the plan to conform to TEMA regulations. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Ordinance No. 1202 on second and final reading. The vote was unanimous. Motion approved.

ORDINANCE NO. 1203 – AN ORDINANCE OF THE EAST RIDGE CITY COUNCIL TO AMEND THE FISCAL YEAR 2024 OPERATING BUDGET, ORDINANCE NO. 1186, BY CHANGING THE REVENUES AND EXPENDITURES OF VARIOUS FUNDS (2nd and final reading) – City Attorney Litchford read on caption. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Ordinance No. 1203 on second and final reading. The vote was unanimous. Motion approved.

New Business:

RESOLUTION NO. 3508 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE SMALL CITIES COALITION INTERLOCAL COOPERATIVE AGREEMENT FOR RETENTION AND COMPENSATION OF A GOVERNMENT RELATIONS AND COMMUNICATION STRATEGIST PROFESSIONAL – City Attorney Litchford read on caption. City Manager Miller stated in 2015 the City of East Ridge together with the cities of Collegedale, Lakesite, Red Bank, Soddy Daisy and the Town of Lookout Mountain joined together to form the “Small Cities Coalition” for the purpose of working together on legislative and other matters that were common to them all. The Coalition has evolved over the year, bringing on a Government Relations and Communication Strategist to do marketing, events, press releases, and watching over legislative bills that affect the six cities. Cost for the Strategist is \$150,100 with the City’s share being just over \$30,000. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3508. The vote was unanimous. Motion approved.

RESOLUTION NO. 3509 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TWM, INC. FOR PROFESSIONAL TRAFFIC ENGINEERING SERVICES – City Attorney Litchford read on caption. City Manager Miller stated that over the years, we have used Steve Meyer with TWM Inc. on various projects in the City. Mr. Miller would like to put TWM, Inc. on retainer to do professional traffic signal engineering on a negotiated task order basis. If the project is over \$10,000 it would still come before Council. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3509. The vote was unanimous. Motion approved.

RESOLUTION NO. 3510 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY TO ENTER INTO A SPONSORSHIP AGREEMENT WITH ACADEMY SPORTS + OUTDOORS – City Attorney Litchford read on caption. Parks and Recreation Director Skiles stated this is an annual sponsorship by Academy. They give the City \$2,600, gift cards, and sporting equipment in exchange for the City placing Academy banners on fields at Camp Jordan, distributing marketing materials at the park, and promoting Academy events on the City’s website and social media. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3510. The vote was unanimous. Motion approved.

RESOLUTION NO. 3511 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE CHANGE ORDER REQUEST #3 FROM TALLEY CONSTRUCTION, INC. IN REGARD TO THE RINGGOLD ROAD MULTI-MODAL ROADWAY PROJECT – City Attorney Litchford read on caption. City Manager Miller stated that the City and Talley Construction entered into a contract for the Multi-Modal project in April 2022. Chattanooga Gas never informed the City or Talley Construction that they were going to relocate the gas line on Ringgold Road until February 2023. The work done by the Gas Company created a conflict with Talley’s construction schedule. Talley is requesting compensation for the interference by Chattanooga Gas. The City will seek to recover \$8,000 plus from the Gas Company because of the scheduling conflicts it created. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3511. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the February 22, 2024 Council Meeting

Old Business: None

New Business:

- **RESOLUTION NO. ____ - INITIAL RESOLUTION AUTHORIZING THE ISSUANCE OF NOT TO EXCEED EIGHT MILLION DOLLARS (\$8,000,000) GENERAL OBLIGATION BONDS OF THE CITY OF EAST RIDGE, TENNESSEE** - City Manager Miller stated this and the next resolution refer to the same bond issue. The bond will be in an amount not to exceed \$8 million for the multi-purpose pavilion (\$6.4 million) behind City Hall and for renovations to Camp Jordan Park (\$1.5 million). Mr. Miller introduced John Werner with Cumberland Securities. Mr. Werner stated the initial resolution tells that we will issue the bond, and the second resolution tells how we will do it. The last time we did a bond refunding with Cumberland, the City saved approximately \$1 million.
- **RESOLUTION NO. ____ - A RESOLUTION AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE CITY OF EAST RIDGE, TENNESSEE IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$8,000,000, IN ONE OR MORE SERIES; MAKING PROVISION FOR THE ISSUANCE, SALE AND PAYMENT OF SAID BONDS, ESTABLISHING THE TERMS THEREOF AND THE DISPOSITION OF PROCEEDS THEREFROM; AND PROVIDING FOR THE LEVY OF TAXES FOR THE PAYMENT OF PRINCIPAL OF, PREMIUM, IF ANY, AND INTEREST ON THE BONDS**
- **RESOLUTION NO. ____ - Approval of bids for roofing for Camp Jordan Arena – Bid Opening February 13th** - No discussion.
- **RESOLUTION NO. ____ - Approval of bids for spring/summer sports uniforms for Parks and Recreation – Bid Opening February 13th** – No discussion.
- **RESOLUTION NO. ____ Approval of bids for 2024 Street Improvements (Road Resurfacing Program) – Bid Opening February 13th** - City Manager Miller stated this project is estimated at \$1.17 million, with \$1.778 million budgeted.
- **RESOLUTION NO. ____ - Approval of a resolution to Protect Residential Communities** – City Attorney Litchford stated he has been working with the City Manager on a resolution that expresses the wishes of the Council to protect single family districts in the City. With more rezoning requests coming before the Council, the idea is to come up with guidelines, tools, or questions to ask when faced with multi-family rezonings. Councilmember Tyler asked what impact this would have on legal non-forming properties. Mr. Litchford stated it would not have an impact on legal non-conforming, but Council could still use the tools to consider the impact on the neighborhoods. This would not mandate denial of any request for rezoning.

Councilmember Cagle asked what the progress is on the ditch cleaning machine. Mr. Miller stated the machine is completely down and a replacement will be in the budget for 2024 – 2025. He would like to get a trailer rather than a truck for this purpose.

Being no further business, the meeting was adjourned.

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

**February 22, 2024
6:00 pm**

The East Ridge City Council met pursuant to notice on February 22, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Rev. Daniel Beard, Action Church, gave the invocation. All joined in the Pledge of Allegiance to the Flag.

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

Attendance: 8

Approval of Minutes February 8, 2024 Council Meeting: Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve the February 8, 2024 Minutes. Roll call vote: Vice Mayor Haynes - yes; Councilmember Cagle - yes; Councilmember Tyler - yes; Councilmember Witt - abstain; Mayor Williams - yes. Motion approved.

Communication from Citizens: None

Communication from Councilmembers:

Councilmember Tyler had nothing at this time.

Councilmember Witt stated she was glad to be back after her illness.

Vice Mayor Haynes had nothing at this time.

Councilmember Cagle thanked the American Legion Honor Guard for participating in the funeral of his wife's cousin. He also thanked the Police Chief for providing vehicles in the funeral procession for the fallen officer in Meigs County. Mayor Williams expressed his condolences to the Cagle family.

Mayor Williams discussed the following:

- Parks and Recreation
 - Spring sports registration for soccer, t-ball, baseball, softball, goes through March 1st. Adult softball registration goes through March 8th.
 - East Ridge Friday Night Lights Flag Football registration goes through March 23rd.

- 2nd Annual Women’s History Celebration is March 9th from 12 – 4 at the Community Center. This is for women-owned businesses with booths for educational purposes and selling products.

Communication from City Manager:

- A pre-construction meeting was held regarding paving McBrien Road between South Terrace to Ringgold Road. This project will be funded by TDOT. Paving will start on March 11th with the project taking approximately two weeks to complete weather permitting.
- Update on Animal Shelter – JC Curtis Construction is working on the underground piping and conduit for wiring. They will be pouring the slab within the next two weeks. Paint colors and rock have been selected. The City is working on getting utilities in place.
- Ringgold Road Multi Modal – Talley Construction has been pouring concrete for sidewalks and curbing. The new dental office between Jack’s Restaurant and the church does not have their parking lot established yet, so we are deciding whether to put the sidewalk in, but it could get damaged during their construction. When that is done, everything between McBrien to Belvoir should be complete for sidewalks and curbing. The retaining wall between Weldon Drive and Harper Motor Sports is almost complete.
- The City has contracted with Victus for a Sports Facility Feasibility Study. We are looking at what additional sports to incorporate so that we may have full optimization of recreation amenities. We are asking the public to participate by completing a survey on the City’s website as to what additional sports facilities they would like to see at Camp Jordan. Mayor Williams stated the survey is also on Facebook, Twitter, and some news stations.

Old Business: None

New Business:

RESOLUTION NO. 3512 - AN INITIAL RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE ISSUANCE OF NOT TO EXCEED EIGHT MILLION DOLLARS (\$8,000,000) GENERAL OBLIGATION BONDS OF THE CITY OF EAST RIDGE, TENNESSEE - City Attorney Litchford read on caption. City Manager Miller stated this will fund Phase 3 of the Camp Jordan project for field lighting, new roof on the Arena, new sign on the Arena, two compressors already purchased, plus upgrades to the interior of the Arena and to the Arena restrooms to make them ADA compliant. The bonds will also fund the new \$6.4 million pavilion behind the Community Center and City Hall. Mr. Miller introduced Scott Gibson with Cumberland Securities, who will be issuing the bond. Mr. Gibson stated we are waiting on the City audit to update the financials in order to sell the bonds. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3512. The vote was unanimous. Motion approved.

RESOLUTION NO. 3513 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE CITY OF EAST RIDGE, TENNESSEE IN THE AGGREGATE PRINCIPAL AMOUNT OF NOT TO EXCEED \$8,000,000, IN ONE OR MORE SERIES; MAKING PROVISION FOR THE ISSUANCE, SALE AND PAYMENT OF SAID BONDS, ESTABLISHING THE TERMS THEREOF AND THE DISPOSITION OF PROCEEDS THEREFROM; AND PROVIDING FOR THE LEVY OF TAXES FOR THE PAYMENT OF PRINCIPAL OF, PREMIUM, IF ANY, AND INTEREST ON THE BONDS - City Attorney Litchford read on caption. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3513. The vote was unanimous. Motion approved.

RESOLUTION NO. 3514 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING BIDS FOR A SILICON ROOF SYSTEM TO BE INSTALLED ON CAMP JORDAN ARENA - City Attorney Litchford read on caption. Parks and Recreation Director Skiles presented four bids as follows:

- J.D.Helton Roofing Co \$256,808.00
 - JDH Company Inc. \$219,542.00
- (missing paperwork specified in the bid packet)
- Tri-State Roofing Contractors LLC \$215,384.00
 - Eskola Roofing \$182,301.00

Staff recommends Eskola Roofing at \$182,301.00. Councilmember Witt made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3514. The vote was unanimous. Motion approved.

RESOLUTION NO. 3515 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDING A BID FOR THE PURCHASE OF UNIFORMS FOR THE SPRING AND SUMMER SPORTS SEASONS - City Attorney Litchford read on caption. Director Skiles presented bids as follows:

- Krown Sports \$22,660.00
- Ad-Wear and Specialty of Texas, Inc. \$40,835.90

Staff recommends Krown Sports. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3515, the bid of Krown Sports in the amount of \$22,660.00 Councilmember Cagle made a motion, seconded by Vice Mayor Haynes, to amend the original motion to state the amount would not exceed \$22,600. Roll call vote: Vice Mayor Haynes - yes; Councilmember Cagle - yes; Councilmember Tyler - yes; Councilmember Witt - no; Mayor Williams - yes. Director Skiles stated the number of uniforms ordered is based on last years' number of participants. If we have more participants this year, the cost of uniforms will be higher. Councilmember Cagle made a motion, seconded by Vice Mayor Haynes, to amend the original motion, which was previously amended, to take out the not to exceed amount of \$22,660. The vote was unanimous. Motion approved. Vote on the original motion, as amended, to approve Resolution No. 3515, Krown Sports, was unanimous. Motion approved.

RESOLUTION NO. 3516 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AWARDDING A BID FOR THE 2024 STREET IMPROVEMENTS/ROAD RESURFACING PROGRAM - City Attorney Litchford read on caption. City Manager Miller stated we budgeted \$1,778,000 in State Street Aid for resurfacing. The bid from Talley Construcion came in at \$1,795,000, which included a repair at Camp Jordan Parkway in the amount of \$166,000. He believes that number is too high and he is trying to negotiate that price down or he may take it out and bid separately. We also need to add Stone Street to the resurfacing list. He does not want to exceed the budgeted amount of \$1,778,000. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3516. The vote was unanimous. Motion approved.

RESOLUTION NO. 3517 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL EXPRESSING GUIDING PRINCIPLES FOR WHICH THE CITY SHOULD CONSIDER IN CONNECTION WITH REZONING REQUESTS FOR MULTI-RESIDENTIAL USES - City Attorney Litchford read on caption. Mr. Litchford stated the City has had numerous rezoning requests for multi-family uses. He stated the Council recognizes the City is congested and is one of the most densely populated cities in the State, so the Council wishes to come up with guidelines to protect single family residential districts. He stated the guidelines are not binding, but it is a tool the council can adopt and use when faced with zoning requests for greater intensity uses. Councilmember Witt made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3517. Mr. Cagle questioned these guidelines not being binding. Mr. Litchford stated that when there is a request, the Council can evaluate the nine factors identified in the resolution to determine if the request is compatible with those nine factors. The vote was unanimous. Motion approved.

RESOLUTION NO. 3518 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE PURCHASE AND INSTALLATION OF A NEW DIGITAL MESSAGE CENTER AT CITY HALL FROM ORTWEIN SIGN COMPANY - City Attorney Litchford read on caption. City Recorder Middleton stated the current digital display sign in front of City Hall, manufactured by Formetco and installed by Ortwein Sign in 2014, has malfunctioned and is beyond repair. Formetco has stopped making commercial message centers so Ortwein can no longer get service or parts for the sign. Ortwein Sign, who is the City's approved sign consultant and contractor, has submitted a quote for a new digital message center in the amount of \$27,630.78. The message center will be inserted into the framework of the existing digital sign. The cost will come from the Capital Improvement Fund. Councilmember Tyler made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3518. The vote was unanimous. Motion approved.

RESOLUTION NO. 3519 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEES FOR USE OF ONE SOCCER FIELD AT CAMP JORDAN BY EAST RIDGE MIDDLE SCHOOL - City Attorney Litchford read on caption. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3519. The vote was unanimous. Motion approved.

RESOLUTION NO. 3520 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST #1 FROM JC CURTIS CONSTRUCTION IN REGARD TO THE CONSTRUCTION OF THE NEW ANIMAL SHELTER - City Attorney Litchford read on

caption. City Manager Miller stated that, according to the contract, JC Curtis Construction has 180 days to complete the shelter. Due to inclement weather causing work delays, they are asking to add nine days to the construction time on the contract. There is no cost to the City due to this change order. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3520. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the March 14, 2024 Council Meeting

- **Milestone Awards for February 2024**
- **Old Business:** None
- **New Business:**
 - **PUBLIC HEARING FOR ORDINANCE NO. ____ - Request of Dorothy Stubsten to have the property located at 707 S Germantown Road (Tax Map ID#156L H 016) rezoned from R-1 Residential District to C-2 General Commercial District.** – Chief Building Official Howell stated this rezoning would allow a dance studio, art classes, etc.
 - **ORDINANCE NO. ____ - Request of Dorothy Stubsten to have the property located at 707 S Germantown Road (Tax Map ID#156L H 016) rezoned from R-1 Residential District to C-2 General Commercial District (1st reading)** – No further discussion
 - **RESOLUTION NO. ____ - Approval to Join Buyboard Purchasing Cooperative** – City Manager Miller stated joining this purchasing cooperative is another way to streamline the buying process and save time and money. There is no cost to the City.
 - **RESOLUTION NO. ____ – Hamilton County Water Quality Boundary Limits** – Chief Building Official Howell stated that all development outside of Hamilton County’s water quality boundary is permitted by TDEC, but TDEC is having issues conducting these inspections in a timely manner. With the expansion of the boundary area, approved by TDEC, Hamilton County Water Quality will be able to do these inspections. Each Mayor would have to sign the notice of intent.
 - **RESOLUTION NO. ____ - Appointment to the Beer Board to fill an Unexpired Term** – City Recorder Middleton stated this appointment is to fill the unexpired term of a member who has moved out of the City and is no longer eligible to serve on the Board. This is Councilmember Tyler’s appointment.
 - **RESOLUTION NO. ____ - Approval of Welcome to East Ridge Signs** - City Manager Miller stated he has been working with Ortwein Sign Co. on Welcome to East Ridge signs at I-75 and at the tunnels. He received a quote for four signs in the amount of \$150,000. He is now looking at only two signs for I-75 ramps for approximately \$116,000. These will be paid for from the Capital Outlay Fund.

- **RESOLUTION NO. ____ - Purchase of a Water Jet Trailer** – Our current jet truck has quit working. Mr. Miller is looking at a trailer rather than a truck to clean out storm drains and use at Camp Jordan Park. The trailer could cost up to \$75,000 which would come out of the Capital Outlay Fund.

Being no further business, the meeting was adjourned.