

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

**April 25, 2024
6:00 pm**

1. Call to Order
2. Invocation
3. A. Roll Call
- B. Presentation to City Councilmembers
- C. Special Proclamation
4. Consent Agenda:
 - A. Approval of Minutes April 11, 2024 Council Meeting
 - B. Approval of the February 2024 Financial Report
 - C. Declaration of Surplus Property – Police Department vehicles
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business: None
9. New Business:
 - A. **RESOLUTION NO. 3539** – A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ACCEPTANCE OF A DONATION FROM EMERSON PROPERTIES, LLC, OF AN EXISTING OUTDOOR ADVERTISING SIGN LOCATED AT 6501 RINGGOLD ROAD, EAST RIDGE, TENNESSEE, PURSUANT TO A SIGN DONATION AGREEMENT
 - B. **RESOLUTION NO. 3540** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY TO ACCEPT A DONATION OF A NEW CANINE BALLISTIC VEST FOR K9 POLICE OFFICER QUEST THROUGH A GRANT FROM BRADY’S K9 FUND
 - C. Discussion of Tentative Agenda Items for the **May 9, 2024** City Council Meeting (see Attachment A)
10. Adjourn

**ATTACHMENT A
TENTATIVE AGENDA
May 9, 2024**

3. B. Milestone Awards for April

8. **Old Business:** None

9. **New Business:**
 - A. **PUBLIC HEARING FOR RESOLUTION NO. ____** - Use on Review – Approval of an Off-Premise Directional Sign at Gleason Drive and Germantown Road for Sterling Heights Apartments
 - B. **RESOLUTION NO. ____** - Use on Review – Approval of an Off-Premise Directional Sign at Gleason Drive and Germantown Road for Sterling Heights Apartments
 - C. **RESOLUTION NO. ____** – Approval of bids for construction of a multi-use mountain bike trail and pedestrian trail at Camp Jordan Park
 - D. **RESOLUTION NO. ____** - Approval of bid for the installation of a CGM controller and the SNE engine to control the Administration RTU HVAC system at City Hall (Bid Opening April 30, 2024)
 - E. **RESOLUTION NO. ____** - Approval of Animal Shelter Cost Analysis
 - F. **RESOLUTION NO. ____** - Approval of engineering and architectural firm to provide design services and grant administration for the renovation of the Community Center through the LPRF grant
 - G. **RESOLUTION NO. ____** – Approval of Henderson, Hutcheson, and McCullough (“HHM”) to conduct the FY 2024 audit
 - H. FY 2024 – 2025 Budget Presentation by the City Manager

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

**April 11, 2024
6:00 pm**

The East Ridge City Council met pursuant to notice on April 11, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Pastor Jeff Baden, Hamilton Life 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: 11

Employee Milestone Awards for March – Mayor Williams recognized Chris Vaughn, Street Department Supervisor for his 25 years of service and Scott Darwin for his ten years of service with the Police Department.

Presentation to City Councilmembers – Mayor Williams announced that the presenters were unable to attend due to an unexpected issue that came up. He will move this item to the April 25th agenda.

Presentation of 2023 Audit – HHM – Garrett Williams – Mayor Williams introduced Garrett Williams with HHM. Mr. Williams discussed the following regarding the audit:

- According to Mr. Williams, the auditors have an unmodified clean opinion.
- Accounting estimates made by management were reasonable based on evidence and circumstances.
- Misstatements – Auditors made adjustments related to deferring grant revenues and reconciling interfund account balances. There were no uncorrected misstatements.
- Auditors found no fraud or illegal activity.
- Auditors made some adjustments that are listed as findings.
- Revenues and expenditures. – There was a \$2 million increase in sales tax revenue due to the growth in East Ridge.
- There was \$3.6 million in additional debt.
- The General Fund is the main operating fund. Expenditures did not exceed the budgeted amount.
- There was \$11.8 million in the general fund at year end. This would get the City through six months.
- There were no findings in the ARPA and TDOT grants.
- Mr. Williams commended Finance Director Qualls and her staff.

City Manager Miller also highlighted some areas of the audit.

- The fund balance in general fund increased by \$2,887 million from FY 22 until FY 23.
- We have a healthy unassigned fund balance at this time of \$11,846,719.
- We brought in over \$4.3 million in local sales tax but had only budgeted \$3.1 million.
- We brought in \$1.5 in the Sanitation Fund. We were in the hole in FY 22-23 over \$400,000 but started FY 2023 with \$414,000.
- He discussed the debt service for various departments.

Mayor Williams commended the City Manager, department heads, and employees for the great job they have done with the budget.

Consent Agenda:

- A. Approval of Minutes March 28, 2024 Council Meeting
- B. Declaration of Surplus Property – Administration Computer Equipment

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

Communication from Citizens: None

Communication from Councilmembers:

Councilmember Tyler reminded everyone that the Optimist Club community yard sale is Saturday, April 20th from 9:00 am – 1:00 pm next to the dog park.

Councilmember Witt stated she enjoyed the Business Expo at the Community Center the previous Thursday.

Vice Mayor Haynes had nothing at this time.

Councilmember Cagle asked City Attorney Litchford to introduce his two daughters who were in attendance. Mr. Litchford introduced his daughters, Mia and Emmaline.

Mayor Williams announced the following:

- Library
 - April 12th – 6 pm - Movie Night. Free program and no registration required.
 - First Saturday of each month - Lego Club from 11:30 – 12:30 ages 6 – 11.
- Parks and Recreation
 - Check out the Facebook page and the Parks and Rec website for activities such as festivals, sports, car shows, etc.
 - April 19th – 6:00 pm - Community Center spring dance for ages 55 and older
 - April 27th – 10 am – 5 pm - Craft fair to benefit the East Ridge Library

- Fall festival in September – We will have food, music, petting zoo, bounce house, etc. Director Skiles stated that as of today, we already have 40 vendors.

Communication from City Manager:

- Road Resurfacing Update
 - The resurfacing for FY 2023-2024 is almost complete. Ealy Road and Heather Street were added to the list because we have funds left over.
 - McBrien Road is complete and inspected. This project is now closed out.
 - Next year, John Ross Road will be paved from Ringgold Road south to the city limits.
- North Mack Smith Road – The project will begin on Monday, April 15th and will take 260 days to complete. Adams Contracting has their equipment and supplies onsite.
- Animal Shelter – The kennels and most of the walls are up. Next week the contractor will start with the roof trusses, pending good weather.
- Multi Modal Project
 - Talley has completed the concrete work on the north side of Ringgold Road, except for the area in front of Broome’s Wrecker Service. That will be poured tomorrow.
 - Talley has put in topsoil and seeded the curbs.
 - Talley will do asphalt paving on the outside lane between McBrien Road and Belvoir Avenue, 25 feet on each side of the storm inlets.
 - The outside westbound lane from McBrien to Belvoir Avenue will be open by April 19th.
 - Councilmember Cagle stated that the curbs at Kingwood Drive and Ringgold Road have not been seeded. Jeff Sikes, Asa Engineering, will check on this.
 - Mr. Miller stated we have not done the preliminary inspections yet, but we should start on April 24th or 25th. Once corrections are made from that inspection, another inspection will be done with TDOT. The project must be completed by June 28th.
 - Mr. Sikes stated he will make a punch list for any areas that hold water.

Old Business: None

New Business:

RESOLUTION NO. 3533 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY VICE MAYOR HAYNES TO THE EAST RIDGE BOARD OF ZONING APPEALS – City Attorney Litchford read on caption. Ms. Haynes would like to reappoint Mitchell Qualls. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3533, approving Mitchell Qualls. The vote was unanimous. Motion approved.

RESOLUTION NO. 3534 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING AN APPOINTMENT BY COUNCILMEMBER WITT TO THE EAST RIDGE BOARD OF ZONING APPEALS – City Attorney Litchford read on

caption. Ms. Witt would like to reappoint Jane Sharp. Councilmember Tyler made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3534, approving Jane Sharp. The vote was unanimous. Motion approved.

RESOLUTION NO 3535 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A LEASE PURCHASE AGREEMENT WITH MOTOROLA SOLUTIONS FOR NINETEEN (19) IN-CAR VIDEO SYSTEMS THROUGH THE SOURCEWELL PURCHASING ALLIANCE CONTRACT LISTING #1012233-MOT – City Attorney Litchford read on caption. Chief Uselton stated this is a lease purchase and the equipment will belong to the City after the five-year term of the agreement. The first payment of \$43,795 is included in this year’s budget. Councilmember Tyler made a motion, seconded by Councilmember Witt to approve Resolution No. 3535. Thereafter payments will be \$40,819.20. Councilmember Cagle asked if \$9,804 would be added to payments of \$40,819.20. Chief Uselton stated that amount is included in this year’s budget under subscriptions but would have to be added for the next four years. The vote was unanimous. Motion approved.

RESOLUTION NO. 3536 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO AN AGREEMENT WITH ASA ENGINEERING AND CONSULTING, INC. FOR RESIDENT PROJECT REPRESENTATIVE (“RPR”) INSPECTION SERVICES FOR THE NORTH MACK SMITH ROAD WIDENING/IMPROVEMENT PROJECT – City Attorney Litchford read on caption. Jeff Sikes, with Asa Engineering stated he is not sure that the RPR was included when N. Mack Smith Road was designed. This would add 270 days of full-time inspections to the project, which accounts for rain days. Their job would be to make sure the project is constructed to plans and specifications and make sure the contractor is getting paid. Vice Mayor Haynes made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3536. Councilmember Cagle asked if we would have any issue with sewer or gas lines with this project. Mr. Sikes stated there are no sewer or gas issues, but some utility poles will have to be relocated in Phase 2 of the project. The vote was unanimous. Motion approved.

RESOLUTION NO. 3537 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEES FOR USE OF THE EAST RIDGE COMMUNITY CENTER BY EAST RIDGE HIGH SCHOOL FOR THEIR SENIOR CLASS FIELD DAY – City Attorney Litchford read on caption. Parks and Recreation Director Skiles stated this is for the senior class field day and recommended waiving the fee. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3537. The vote was unanimous. Motion approved.

RESOLUTION NO. 3538 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST #2 FROM ASA ENGINEERING AND CONSULTING, INC. IN REGARD TO THE RINGGOLD ROAD SR8 RINGGOLD ROAD CORRIDOR PROJECT (MULTI-MODAL PROJECT) – City Attorney Litchford read on caption. Jeff Sikes, Asa Engineering, stated approval of this resolution

would provide Construction Engineering Inspection (“CEI”) services for an additional 213 days. He is anticipating the project will be done well before June and personnel could be transferred to the N. Mack Smith Road project. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3538. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the April 25, 2024 City Council Meeting

Old Business: None

New Business:

Presentation to City Councilmembers – This item has been postponed to the April 25th agenda.

RESOLUTION NO. ____ - Approval of bid for Bike/Pedestrian Trail at Camp Jordan (Bid Opening 4/17/24) – Director Skiles stated this would be a 3-mile walking trail and 3-mile bike trail. Once approved and completed it will finish out requirements of land and water fund conversion. Councilmember Cagle asked if there would be any restrooms. Ms. Skiles stated it will be a natural trail with no restrooms and no asphalt.

RESOLUTION NO. ____ - Approval of proposal for audio/visual system at the new Multi-Purpose Pavilion (Proposal Opening 4/10/24) – City Manager Miller stated this item will be withdrawn from the next agenda. He stated when the Request for Proposal was opened it was in excess of \$240,000. We will have to reevaluate what we want and start small in order to bring down the cost. Mr. Cagle asked what else would be included in the pavilion. Mr. Miller stated there would be a catering kitchen, refrigerator, chairs, food warmers, etc. He also stated the fireplace has been removed and replaced with firepits; however, the patio is still an add-alternate. There will be three garage doors for events such as farmer’s markets.

RESOLUTION NO. ____ - Approval of engineering and architectural firm to provide design services and grant administration for the renovation of the Community Center through the LPRF grant (RFQ due 4/17/24) – Director Skiles stated the first stages have been completed, now we must solicit a firm for design services and grant administration.

Being no further business, the meeting was adjourned.

City of East Ridge

Summary Financial Statement of Revenues and Expenditures
Feb-24

Unaudited		Spent YTD			66.67%	
FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
110 General Fund						
REVENUE						
31100	Property Taxes	6,569,000	3,642,711	3,839,098	58.44%	66.67%
31200	Property Taxes (Delinquent)	500,000	337,160	153,582	30.72%	66.67%
31610	Local Sales Tax - Co. Trustee	3,600,000	2,487,115	2,686,356	74.62%	66.67%
31611	Incremental State Sales Tax	9,304,398	6,237,367	7,397,436	79.50%	66.67%
31710	Wholesale Beer Tax	420,000	275,664	279,500	66.55%	66.67%
31800	State Net Allocation	290,000	82,702	66,001	22.76%	66.67%
31810	Minimum Business Licenses	7,000	9,217	2,377	33.96%	66.67%
31824	Solicitors Permit	0	0	90	0.00%	66.67%
31827	5% State Commission	22,000	0	5,123	23.29%	66.67%
31912	* Cable TV Franchise Tax	200,000	111,997	98,030	49.01%	66.67%
31961	Liens Collected by Trustee	25,000	30,936	17,042	68.17%	66.67%
32120	Wrecker Licenses	350	350	400	114.29%	66.67%
32200	Alcoholic Beverage Tax	200,000	163,764	166,559	83.28%	66.67%
32210	Beer Licenses & Etc.	8,000	7,884	6,881	86.01%	66.67%
32220	Liquor Licenses	3,500	3,450	1,450	41.43%	66.67%
32225	Fireworks Fees/Permits	3,000	0	0	0.00%	66.67%
32226	Annual Fireworks Permit Fee	300	0	0	0.00%	66.67%
32610	Building Permits	200,000	126,188	73,595	36.80%	66.67%
32615	Fire Preventions/Permits	1,000	995	1,090	109.00%	66.67%
32620	Electrical Permits	30,000	17,247	13,167	43.89%	66.67%
32630	Plumbing Permits	15,000	12,153	9,773	65.15%	66.67%
32640	Natural Gas Permits	2,000	844	1,511	75.55%	66.67%
32650	Excavating Permits (St. Opening)	4,000	4,230	11,400	285.00%	66.67%
32660	Zoning Permits	4,000	3,850	2,200	55.00%	66.67%
32671	Regular Sign Permits	3,500	2,065	2,850	81.43%	66.67%
32672	Temporary Sign Permits	300	75	0	0.00%	66.67%
32690	Plan Review Fees	100	0	0	0.00%	66.67%
32691	Tree Trimming Permits	100	0	30	30.00%	66.67%
32905	Other Code Enforcement Fees	25,000	36,140	19,249	77.00%	66.67%
32960	Yard Sale Permits	200	0	30	15.00%	66.67%
32990	Mechanical Permits	15,000	11,990	15,671	104.47%	66.67%
33140	ARPA Funds - Federal	0	3,142,492	0	0.00%	66.67%
33190	FEMA/TEMA FY 2021	0	18,280	0	0.00%	66.67%
33191	Direct Appropriation State of TN	300,000	5,000,000	300,000	100.00%	66.67%
33410	State Law Enforcement Education	37,600	0	0	0.00%	66.67%
33430	State Fire Service Educational Grant	19,200	0	0	0.00%	66.67%
33510	State Sales Tax	2,627,122	1,542,278	160,113	60.95%	66.67%
33511	Interstate Telecom. Sales Tax	5,000	2,071	2,739	54.78%	66.67%
33512	Sportsbetting	32,000	25,375	29,467	92.08%	66.67%
33513	Occupcity Tax	1,500	917	1,197	79.79%	66.67%
33515	State Sales Tax/Telecommunications	500	793	0	0.00%	66.67%
33520	State Income Tax	0	0	0	0.00%	66.67%
33530	** State Beer Tax	10,192	5,505	5,340	52.39%	66.67%
33540	State Mixed Drink Tax	95,000	57,985	74,892	78.83%	66.67%
33552	State-City Streets And Transportation	40,565	20,305	23,689	58.40%	66.67%
33560	Seized/Awarded by State	0	0	0	0.00%	66.67%
33591	* TVA - Gross Receipts Tax	266,004	136,644	136,057	51.15%	66.67%
33593	Corporate Excise Tax	6,000	0	0	0.00%	66.67%
34121	Clerks' Fees - Business Tax	2,000	1,820	1,205	60.25%	66.67%
34211	Accident Report Charges	2,000	2,141	1,144	57.20%	66.67%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
34212	Driver Licenses Reinstatement Fee	2,000	1,045	730	36.50%	66.67%
34221	Ridgeside Fire Service Contract	116,604	65,044	68,019	58.33%	66.67%
34231	Police Services	0	187	882	0.00%	66.67%
34314	Mowing	9,800	0	0	0.00%	66.67%
34500	Donations - New Animal Shelter	5,000	4,038	3,615	72.30%	66.67%
34515	Rabies & Spay/Neuter Cert.	500	0	225	45.00%	66.67%
34516	Registration	500	95	1,393	278.60%	66.67%
34517	Adoption	1,000	185	427	42.70%	66.67%
34518	Board & Impound Fees	1,000	60	140	14.00%	66.67%
34520	A/S Donations-Designated	1,000	500	300	30.00%	66.67%
34641	Indoor Soccer Income	178,350	139,944	180,246	101.06%	66.67%
34642	Community Center Income	40,000	25,743	32,050	80.13%	66.67%
34643	Outdoor Soccer Fees	70,000	51,065	60,475	86.39%	66.67%
34644	Baseball Fees	35,000	20,900	29,695	84.84%	66.67%
34645	Softball Fees	25,000	17,793	17,860	71.44%	66.67%
34646	Gate	30,000	17,911	19,261	64.20%	66.67%
34648	Adult League - Softball	30,000	16,400	17,515	54.38%	66.67%
34649	Concerts/Events - Camp Jordan	10,000	3,850	715	7.15%	66.67%
34651	Multi-Purpose Building (Arena)	140,000	94,536	73,582	52.56%	66.67%
34652	Pavilion Rental	18,000	6,155	11,370	63.17%	66.67%
34653	Track Rental	2,000	288	402	20.10%	66.67%
34654	Field Rental	62,000	52,599	33,439	53.93%	66.67%
34655	Amphitheater	14,000	10,500	10,679	76.28%	66.67%
34656	Concessions	40,000	26,045	31,805	79.51%	66.67%
34657	Overnight - Rv Rental	18,000	15,625	9,097	50.54%	66.67%
34658	Tournament Team Fees	1,500	0	2,345	156.33%	66.67%
34712	Sponsorship/Parks & Rec	5,000	2,700	2,050	41.00%	66.67%
34720	Football Gate	3,000	0	4,939	164.64%	66.67%
34751	Basketball Gate	18,000	16,851	17,433	96.85%	66.67%
34742	Basketball Player Fees	16,000	15,730	22,470	140.44%	66.67%
34743	Football Player Fees	11,000	10,090	16,986	154.42%	66.67%
34744	Photography	1,200	679	567	47.24%	66.67%
34745	Vending/Concessions	8,000	4,469	13,961	174.51%	66.67%
34746	Cheerleading	2,000	1,608	940	47.00%	66.67%
34747	Rent-Arena Equipment	25,000	0	13,568	54.27%	66.67%
34749	Soccer Field Rentals	60,000	39,810	60,220	100.37%	66.67%
34760	Library Charges	1,200	729	559	46.58%	66.67%
34761	Library - Copies	1,500	323	605	40.33%	66.67%
34794	Community Center M. Fee	1,000	565	10	1.00%	66.67%
35100	Municipal Court Fines & Costs	400,000	239,448	204,493	51.12%	66.67%
35110	Fortfeiture of Bond	0	0	6,000	0.00%	66.67%
35120	Public Defender Fees	500	25	0	0.00%	66.67%
35150	Diversion Filing	300	0	0	0.00%	66.67%
36100	Interest Earnings	5,000	5,937	6,577	131.54%	66.67%
36211	Rent - Cell Tower	42,925	8,617	38,617	89.96%	66.67%
36310	Sale of Land	0	250,000	0	0.00%	66.67%
36330	Sale Of Equipment	10,000	16,046	1,625	16.25%	66.67%
36350	Insurance Recoveries	50,000	42,500	53,828	107.66%	66.67%
36901	Pipes/Culverts	3,000	1,245	322	10.73%	66.67%
36902	Repayment - Damages- Traffic Device	0	0	0	0.00%	66.67%
36903	Christmas Parade	500	645	595	119.00%	66.67%
36905	Police - Sale of Surplus	15,000	10,937	15,863	105.76%	66.67%
36906	Fire - Sale of Surplus	5,000	3,676	766	15.33%	66.67%
36990	Miscellaneous Revenues	25,000	29,550	3,997	15.99%	66.67%
36992	Hamilton County	20,000	0	0	0.00%	66.67%
37200	AHO - Fines/Court Costs	1,500	300	0	0.00%	66.67%
	Use of Fund Balance	0	0	196,977	0.00%	66.67%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
Total Revenues		26,480,310	24,835,683	18,337,568	68.51%	66.67%
EXPENDITURES						
41000	General Government	1,308,188	924,363	1,102,601	84.28%	66.67%
41100	Administrative	1,051,215	705,561	640,292	60.91%	66.67%
41111	City Council	99,490	64,189	64,606	64.94%	66.67%
41210	Municipal Court	395,640	250,966	224,712	56.80%	66.67%
41520	City Attorney	137,075	89,619	69,359	50.60%	66.67%
41800	Buildings & Grounds Maintenance	362,274	207,535	163,980	45.26%	66.67%
41900	City Hall Complex	51,975	38,968	31,615	60.83%	66.67%
42100	Police	2,525,428	1,252,698	1,737,728	68.81%	66.67%
42121	Criminal Investigation	879,088	451,779	428,113	48.70%	66.67%
42123	Patrol	2,811,004	1,720,462	1,906,382	67.82%	66.67%
42125	School Resource	300,000	0	63,001	21.00%	66.67%
42125	Traffic Division	343,290	109,425	109,842	32.00%	66.67%
42200	Fire Department	3,654,114	1,753,572	2,504,074	68.53%	66.67%
42400	Building/Planning/Zoning	688,506	362,185	460,768	66.92%	66.67%
43110	Highway And Street	640,288	292,153	404,570	63.19%	66.67%
43120	Traffic Control & Street Markers	389,132	210,393	264,293	67.92%	66.67%
43170	Transfer Station/Brush Pit/Fleet	9,600	6,941	10,176	106.00%	66.67%
44140	Animal Control	339,617	197,068	205,658	60.56%	66.67%
44410	Parks and Recreation	1,151,350	546,651	759,781	65.99%	66.67%
44420	Multi-Purpose Recreation Bldg	278,454	156,313	165,371	59.39%	66.67%
44430	Community Center	303,540	101,195	175,040	57.67%	66.67%
44450	McBrien Complex	1,400	733	658	47.03%	66.67%
44610	Soccer - Recreation	69,400	29,063	33,467	48.22%	66.67%
44620	Soccer - Indoor	72,700	73,325	108,635	149.43%	66.67%
44630	Baseball/Softball	82,700	21,607	38,912	47.05%	66.67%
44640	Football/Cheer	17,550	13,893	17,373	98.99%	66.67%
44650	Adult Softball	54,800	20,485	22,513	41.08%	66.67%
44700	Basketball	18,000	8,017	24,281	134.90%	66.67%
44800	Libraries	301,906	166,087	162,595	53.86%	66.67%
44810	History Museum	1,225	636	302	24.65%	66.67%
46500	Community Development Programs	10,000	7,403	3,863	38.63%	66.67%
43530	Transfer to ARPA Fund	0	0	0	0.00%	66.67%
47200	Economic Development	6,705,798	7,388,126	6,336,993	94.50%	66.67%
49100	Debt Service	96,013	0	96,013	100.00%	66.67%
49400	Capital Projects - Transfer Out	2,279,613	375,000	0	0.00%	66.67%
Total Expenditures		27,430,373	17,546,411	18,337,568	68.61%	66.67%
Total	## General Fund	0	7,289,272	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
121 State Street Aid						
REVENUE						
33450	State Grant - TIP Funds	415,000	3,107	1,847	0.45%	66.67%
33460	State Grant - HIP Funds	260,000	4,669	12,773	4.91%	66.67%
33550	2017 Gas Tax Improve	200,000	118,522	100,904	50.45%	66.67%
33551	State Gasoline And Motor Fuel Tax	570,000	346,288	342,155	60.03%	66.67%
36100	Interest Earnings	100	119	124	124.02%	66.67%
36330	Sale of Equipment	0	0	0	0.00%	66.67%
	Use of Fund Balance	1,474,849	0	0	0.00%	66.67%
	Total Revenues and Other Sources	2,919,949	472,704	457,804	31.68%	66.67%
EXPENDITURES						
43190	State Street Aid	2,919,949	220,529	190,447	6.52%	66.67%
	Total Expenditures	2,919,949	220,529	190,447	6.52%	66.67%
Total	## State Street Aid Fund	0	252,175	267,357		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
122 Grant Fund						
REVENUE						
33109	CSX Transportation Grant - 2022	0	25,000	0	0.00%	66.67%
33114	TML Driver Safety Grant	4,000	0	0	0.00%	66.67%
33120	TDOT 2015 Multi Modal Grant	0	0	0	0.00%	66.67%
33425	Aquatic Stream Clean Grant	1,000	0	0	0.00%	66.67%
33493	TML Safety Grant	3,000	3,000	3,000	100.00%	66.67%
36100	Interest Earnings	0	13	1	0.00%	66.67%
36420	Police Traffic Safety Grant	0	0	0	0.00%	66.67%
36421	TN AM Grants	0	0	1,000	0.00%	66.67%
36422	Target Grant	0	0	0	0.00%	66.67%
36423	Animal Foundation Grants	0	0	425	0.00%	66.67%
36711	Safety Conservation Grant	4,000	0	0	0.00%	66.67%
36920	THS089-Police	0	1,120	0	0.00%	66.67%
36921	Homeland Security - Police	0	0	0	0.00%	66.67%
36922	Homeland Security - Fire	0	0	0	0.00%	66.67%
36925	Violent Crime Intervention Grant	190,000	0	123,322	64.91%	66.67%
36962	Operating Transfers-Capital Projects	0	0	0	0.00%	66.67%
	Use of Fund Balance	8,000	0	49,684	0.00%	66.67%
	Total Revenues and Other Sources	210,000	29,133	177,431	63.24%	66.67%
EXPENDITURES						
21211	Due to General Fund	0	0	0	0.00%	66.67%
43150	Grants	210,000	28,621	177,431	83.10%	66.67%
	Total Expenditures	210,000	28,621	177,431	83.10%	66.67%
Total	## Grant Fund	0	512	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
127 Drug Investigation Fund						
REVENUE						
33197	Federal/State Grants	10,000	0	6,175	61.75%	66.67%
33560	Seized/Awarded by State	35,000	93,922	37,376	106.79%	66.67%
35200	Drug Fines	20,000	18,685	7,861	39.30%	66.67%
35400	Sale of Confiscated Property	2,000	0	0	0.00%	66.67%
36990	Misc. Revenues	0	0	500	0.00%	66.67%
	Use of Fund Balance	0	0	0	0.00%	66.67%
	Total Revenues and Other Sources	67,000	112,607	51,912	77.48%	66.67%
EXPENDITURES						
42129	Drug Investigation and Control	67,000	10,270	6,726	10.04%	66.67%
	Total Expenditures	67,000	10,270	6,726	10.04%	66.67%
Total	## Drug Investigation Fund	0	102,337	45,185		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
130 Economic Development Fund						
REVENUE						
31611	Incremental State Sales Tax Rev	6,628,998	3,669,829	6,227,447	93.94%	66.67%
36100	Interest Earnings	0	7	17	0.00%	66.67%
	Transfer In	0	0	0	0.00%	66.67%
	Use of Fund Balance	0	155,000	0	0.00%	66.67%
	Total Revenues and Other Sources	6,628,998	3,824,836	6,227,464	93.94%	66.67%
EXPENDITURES						
	Economic Development	5,557,478	3,824,836	5,155,927	92.77%	66.67%
	Debt Payment	1,071,520	0	0	0.00%	66.67%
	Total Expenditures	6,628,998	3,824,836	5,155,927	77.78%	66.67%
Total	## Economic Development Fund	0	0	1,071,537		66.67%

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
131 Solid Waste Fund						
REVENUE						
33190	FEMA/TEMA 2021	0	0	0	0.00%	66.67%
34416	Special Assessment - Garbage	1,629,279	1,071,607	1,066,702	65.47%	66.67%
34418	Extra Cans	1,500	1,245	1,290	86.00%	66.67%
34420	Dumpster Rentals	6,000	2,306	2,960	49.33%	66.67%
34422	Recycling - Transfer Station	2,000	2,404	3,743	187.15%	66.67%
34426	Sale Of Mulch	200	54	0	0.00%	66.67%
34430	Refuse Collection And Disposal	2,000	415	536	26.82%	66.67%
36330	Sale of Equipment	0	0	0	0.00%	66.67%
36350	Insurance Recoveries	0	0	0	0.00%	66.67%
	Use of Fund Balance	0	392,505	291,862	0.00%	66.67%
	Total Revenues and Other Sources	1,640,979	1,470,535	1,367,094	65.52%	66.67%
EXPENDITURES						
43200	Solid Waste	1,906,979	1,470,535	1,367,094	68.98%	66.67%
	Total Expenditures	1,906,979	1,470,535	1,367,094	68.98%	66.67%
Total	## Solid Waste Fund	-266,000	0	0		

Budget amended to reflect payment of garbage truck ordered in FY 2023.

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
212 TML Loan Fund						
REVENUE						
31920	Room Occupancy Tax	713,774	416,088	443,586	62.15%	66.67%
36100	Interest Earnings	1,000	31,169	70,560	7055.97%	66.67%
37940	Transfer In	1,401,000	0	329,480	23.52%	66.67%
	Use of Fund Balance	0		225,255	0.00%	66.67%
	Total Revenues and Other Sources	2,115,774	447,257	1,068,881	39.87%	66.67%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	145,564	124,590	125,282	86.07%	66.67%
49114	Refunding Bond Issue - 2021	836,763	97,981	88,381	10.56%	66.67%
49300	Series 2022 Bond Issue	726,325	18,915	490,772	67.57%	66.67%
49310	2015 - Exit One/Capital Projects	208,875	210,750	208,875	100.00%	66.67%
49410	Public Safety Capital Outlay Note	0	48,955	0		
49411	Public Safety Capital Outlay Note	0	481	0	0.00%	66.67%
49412	Public Safety - Lease Purchase	37,800	30,000	0	0.00%	66.67%
49413	Public Safety - Capital Outlay Note	106,917	106,309	102,041	95.44%	66.67%
49414	Public Safety - Lease Purchase	53,530	0	53,530	100.00%	66.67%
	Total Expenditures	2,115,774	637,982	1,068,881	50.52%	66.67%
Total	## TML Loan Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
341 Capital Projects Fund						
REVENUE						
33113	LPRF 2018 - Pioneer Playground	0	0	0	0.00%	66.67%
33120	TDOT 2015 Multi Modal Grant	3,000,000	0	0	0.00%	66.67%
33123	Dog Dash Grant	0	0	0	0.00%	66.67%
34510	Dog Park Donations	0	0	0	0.00%	66.67%
36421	TN American Water Grant	0	250,000	0	0.00%	66.67%
36915	Bond Proceeds	7,000,000	1,739,630	2,289,244	32.70%	66.67%
36992	Hamilton County	1,000,000	0	0	0.00%	66.67%
37940	Operating Transfers - Other Funds	2,279,613	375,000	0	0.00%	66.67%
	Use of Fund Balance	0	38,504	437,464	0.00%	66.67%
	Total Revenues and Other Sources	13,279,613	2,403,134	2,726,708	17.24%	66.67%
EXPENDITURES						
41800	Bldg & Grounds/Maintenance	500,000	14,867	188,196	37.64%	66.67%
41920	Multi Purpose Pavillion - Town Ctr	0	0	79,893	0.00%	66.67%
43110	Multi Modal Project - Ringgold Road	4,000,000	2,164,025	1,980,281	49.51%	66.67%
43121	North Mack Smith Road	4,850,000	109,303	210,081	4.33%	66.67%
43122	Resurfacing Projects	500,000	0	1,800	0.36%	66.67%
43123	Park Ridge Access Road	0	0	0	0.00%	66.67%
44410	Parks & Recreation	0	22,908	46,248	0.00%	66.67%
44421	Splash Pad/Playground	0	0	0	0.00%	66.67%
44423	Dog Park - Town Center	0	0	0	0.00%	66.67%
44424	Animal Shelter Building	1,600,000	0	156,551	9.78%	66.67%
44425	Dickert Pond Boardwalk & Pier	77,417	62,125	32,623	42.14%	66.67%
44426	Fuel Tank - Public Safety Facility	125,000	0	0	0.00%	66.67%
44430	Community Center - Upgrade	0	0	11,035	0.00%	66.67%
47200	Economic Development	50,000	29,906	20,000	40.00%	66.67%
	Total Expenditures	11,702,417	2,403,134	2,726,708	23.30%	66.67%
Total	## Capital Projects Fund	1,577,196	0	0		


FISCAL YEAR ENDING 06/30/2024		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2023	FY 2024	YTD	Avg Yr %
410 ARPA FUND						
REVENUE						
37940	Transfer In	0	0		0.00%	66.67%
	Use of Fund Balance	4,142,192	220,847	780,580	0.00%	66.67%
	Total Revenues and Other Sources	4,142,192	220,847	780,580	0.00%	66.67%
EXPENDITURES						
44424	Animal Shelter Facility	3,142,192	0	273,125	8.69%	
46490	Stormwater Projects - Ringgold Road	1,000,000	220,847	507,455	50.70%	66.67%
	Total Expenditures	4,142,192	220,847	780,580	29.70%	66.67%
Total	## Capital Projects Fund	0	0	0		

RESOLUTION NO. 3539

**AGENDA MEMORANDUM
SIGN DONATION AGREEMENT**

April 25, 2024

Submitted By:


J. Scott Miller, City Manager

SUBJECT

The pole sign between the former BB&T and Portifino's Restaurant was required by the City to be taken down by the owner, being Emerson Russell, per the City's Sign Code, Section 108-R. Said section reads "abandoned on-premise signs shall be removed by the owner of the property or lessee of the premises within thirty (30) days of the business closure."

This pole sign is in structurally sound shape and it could still serve a purpose as an advertising and marketing device; particularly for the City of East Ridge. City Staff have looked at the sign and its potential use as an electronic sign to advertise, market and promote various activities, programs, special events and sundry information for East Ridge. We have concluded that it would be advantageous for the City to take control of the sign and utilize it as previously mentioned.

The City Attorney has drafted the appropriate sign donation agreement, along with a sign easement agreement, transferring ownership of the pole to the City of East Ridge.

Attachments

JSM/

RESOLUTION NO. 3539

A RESOLUTION OF THE CITY COUNCIL FOR THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE ACCEPTANCE OF A DONATION FROM EMERSON PROPERTIES, LLC, OF AN EXISTING OUTDOOR ADVERTISING SIGN LOCATED AT 6501 RINGGOLD ROAD, EAST RIDGE, TENNESSEE, PURSUANT TO A SIGN DONATION AGREEMENT

WHEREAS, Emerson Properties, LLC, a Georgia limited liability company (“Transferor”) owns certain real property located in Hamilton County, Tennessee, within the corporate limits of the City of East Ridge, and more particularly described as Tax/Map Parcel No. 169L-L-008 (the “Property”); and

WHEREAS, upon the Property exist exists a tall advertising sign (the “Sign”) which can be used by the City for, among other things, promotional and advertising purposes; and

WHEREAS, Transferor desires to gift or otherwise donate by transfer to the City the Sign; and

WHEREAS, the City desires to receive such donated Sign pursuant to a written Sign Donation Agreement and Billboard & Sign Easement Agreement, copies of which are attached hereto as **Exhibit 1** to this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Ridge, Tennessee, that the City is hereby authorized to gratefully accept the donation of the advertising Sign pursuant to the written Sign Donation Agreement and Billboard & Sign Easement Agreement attached hereto as **Exhibit 1**.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately after its passage, the public welfare of the City requiring it.

Adopted this _____ day of _____ 2024.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

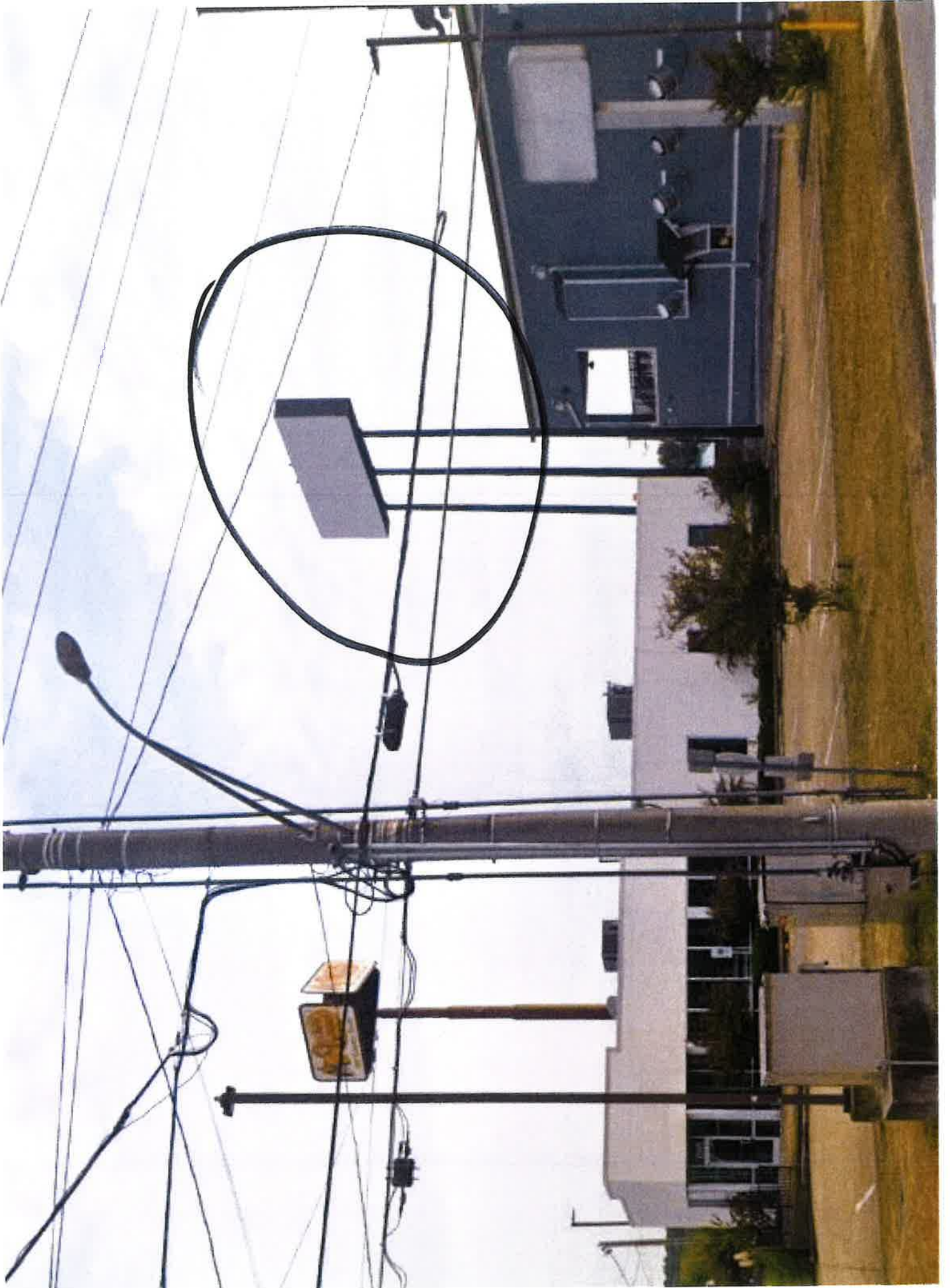


Exhibit B



SIGN DONATION AGREEMENT

This Sign Donation Agreement is effective this ___ day of _____, 2024 (“Effective Date”), by and between Emerson Properties, LLC, a Georgia limited liability company (the “Transferor”) and the City of East Ridge, a municipal corporation of the State of Tennessee (the “Transferee”, and collectively with Transferor the “Parties”). It is agreed that upon the terms and conditions set forth in this Agreement, Transferor shall donate and convey all of its rights and interests in, and Transferee shall accept and be the successor to all such rights and interests in, that certain advertising sign (defined below) located at 6501 Ringgold Road, East Ridge, Tennessee.

WHEREAS, Transferor owns certain real property located in Hamilton County, Tennessee, within the corporate limits of the City of East Ridge, and more particularly described as Tax/Map Parcel No. 169L-L-008 (the “Property”); and

WHEREAS, Transferor acquired the Property via special warranty deed dated April 5, 2023, and recorded in the Hamilton County Register’s Office at Book 13261, Page 637; and

WHEREAS, upon the Property existed, and still exists as of the Effective Date, a tall advertising sign (the “Sign”), a photocopy of which is attached hereto as **Exhibit A**; and

WHEREAS, Transferor desires to gift or otherwise donate by transfer to Transferee the Sign on an “as is, where is” and “with all faults” basis; and

WHEREAS, Transferee desires to receive such donated gift by transfer upon the terms and conditions hereinafter recited.

NOW THEREFORE, premises considered, the Parties agree as follows:

1. Transferor agrees to donate and otherwise gift the Sign to Transferee, with such charitable gift transferring any and all interest, claims, or rights in and to the Sign to the Transferee, subject only to subdivision restrictions, covenants and servitudes of record, easements and other conditions as may appear of record or be shown on the applicable subdivision (or condominium) plan, if any, and, zoning and other laws and ordinances applicable to the Property and/or Sign.

2. Transferee agrees to pay for all deed preparation and closing fees, if any, and Transferee agrees to pay for recording fees. Following the conveyance of the Sign, Transferee shall be responsible for all insurance, maintenance and repairs of the Sign. The Parties agree to execute a Billboard and Signage Easement Agreement contemporaneous with the execution of this Agreement, a copy of which is attached hereto as **Exhibit B**.

3. Transferor covenants and represents that: (1) Transferor has full power and authority to convey the Sign; (2) the Sign is clear, free and unencumbered; and, (3) Transferor will not sell or encumber the Sign or any part thereof prior to the conveyance.

4. The Sign is being gifted “AS IS” and “WITH ALL FAULTS” without any warranties or representations, except those expressly stated herein.

5. In the event of fire, destruction, or other casualty loss to the Sign after the Effective Date, (a) Transferee may, at its sole discretion, repair or restore the Sign at its cost and expense. Transferee agrees to undertake such efforts in a manner that is minimally intrusive to Transferor's use of the Property.

6. This Agreement contains the entire agreement of the Parties, may be modified only by an agreement in writing, and shall be binding upon the successors and assigns of the parties.

7. This Agreement may be executed simultaneously in one or more counterparts, including without limitation by facsimile signature, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

WE CERTIFY that we have fully read, understand and accept all the provisions of this Agreement.

EMERSON PROPERTIES, LLC

By: Emerson C. Russell

Its: Member

CITY OF EAST RIDGE, TENNESSEE

Brian Williams, Mayor



Prepared by and Return to:
Mark W. Litchford, Esq.
City Attorney – City of East Ridge
P.O. Box 8127
Chattanooga, Tennessee 37414
(423) 529-5290 – Phone

BILLBOARD AND SIGNAGE EASEMENT AGREEMENT

THIS BILLBOARD AND SIGNAGE EASEMENT AGREEMENT (the “Easement” and/or the “Agreement”) is made as of this 1st day of January, 2024, by and between Emerson Properties, LLC, a Georgia limited liability company (the “Grantor”) and the City of East Ridge, a municipal corporation of the State of Tennessee (the “Grantee”, and collectively with Grantor the “Parties”).

RECITALS

WHEREAS, Grantor is the fee title owner of that certain real property located at 6501 Ringgold Road, East Ridge, Hamilton County, Tennessee, and identified as Tax/Map Parcel No. 168L-L-008, and being more particularly described on **Exhibit A** attached hereto (the “Property”);

WHEREAS, the Property contains a tall pole sign (the “Sign”) which Grantor has contemporaneously herewith gifted to Grantee (the “Gift”);

WHEREAS, in furtherance of the Gift, Grantor desires to convey, and Grantee desires to receive, a Billboard and Signage Easement (the “Easement”) approximately fifteen feet (15 ft.) wide and extending along the eastern boundary line of the Property more particularly shown on **Exhibit B** attached hereto (the “Easement Area”); and

NOW THEREFORE, in consideration of the premises and the sum of Ten and No/100 Dollars (\$10.00) and other good and valuable consideration in hand paid, the sufficiency of which being hereby acknowledged, the parties agree as follows:

AGREEMENT

1. **Grant of Billboard and Signage Easement**. Grantors, jointly, hereby grant, create and convey to Grantee, individually, a non-exclusive, perpetual easement located on, upon, over, under, through and across the Easement Area, for purposes of maintaining and using the Sign, and/or the construction, installation, use, operation, leasing, managing, maintenance, repair and replacement of outdoor advertising structures, displays, communications equipment on the displays, and lighting connections and equipment

(all personal property or fixtures installed by or on behalf of Grantee, his agents, or lessees is collectively referred to as the "Equipment"), and a traditional or digital billboard sign, including the right of pedestrian and/or vehicular egress and ingress in order to allow Grantee and its agents access to the Easement Area, over, upon, across and within the Property. The Sign, and any subsequently erected sign, if any, shall be wholly located within the Easement Area and shall be constructed at a minimum height sufficient to cause no interruption to the ordinary use of the Property, including without limitation, vehicular and pedestrian traffic, parking in designated parking spaces, landscaping and maintenance, and other customary and routine uses of the Property, if any. Grantor further grants to Grantee, and such other individuals or companies as Grantee shall nominate, including the local electric company, such additional right or easement as are necessary to illuminate, maintain, operate, remove, or replace the Sign and/or any subsequently erected sign, if any, and the right to ingress and egress over the Property and the right to maintain the visibility to the advertising display faces by trimming or removing obstructive vegetation and structures. Grantee shall minimize any disruption to the Property and shall conduct any and all construction and repair work in a manner that minimizes impact upon the use and operation of the Property and any tenants thereon.

2. **Telecommunications Licenses.** Grantee may grant telecommunications equipment licenses (which shall include, without limitation, cellular licenses) on the Equipment or the Sign as an ancillary use only. Such telecommunications equipment shall not interfere with or have a negative impact upon the Property or the use or operation of adjacent properties.
3. **Utilities.** Grantee shall be responsible for providing and paying for all utilities to the Easement Area required for Grantee's use hereunder.
4. **Grantee's Property.** All permits, licenses, structures, displays, advertising copy, equipment and other materials, including the Equipment and the Sign, placed upon the Easement Area by Grantee are, and shall remain, Grantee's exclusive personal property, and may be removed by Grantee at any time. Only Grantee's employees and other authorized persons may have access to or upon the Sign or the Equipment. Without Grantee's prior written consent, Grantor agrees that no liens or encumbrances may be placed upon or be permitted to remain upon Grantee's personal property, the Equipment, or the Sign.
5. **Grantee's Permitting and Entitlement.** Grantor gives Grantee its permission and limited power of attorney for the purpose of performing every act deemed necessary by Grantee to apply for and secure, at Grantee's own expense and for Grantee's sole benefit and control, the state and local building, sign, and electrical permits, zoning variances, special uses, or changes in the zoning law relating to signs, necessary to erect, maintain and modify the Equipment and the Sign within the Easement Area.
6. **Successors, Assigns, and Transfers.** This Easement shall bind and benefit the parties hereto and their successors and assigns. Grantee reserves the right to assign, lease,

sublease, or otherwise transfer its interest in this Easement without Grantor's consent or approval. Grantor reserves the right to assign, lease, sublease, convey, pledge, or otherwise transfer the Property subject to this Easement, without Grantee's consent or approval.

7. **No Dedication.** This instrument is not intended to, and shall not be construed to, dedicate the Easement Area to the general public, nor shall this instrument be construed to restrict the use, development or further subdivision of the Property or any portion thereof, except as specified herein. Without limiting the generality of the foregoing, Grantor shall have the right to expand, alter, modify or demolish all or part of the buildings or other site improvements constructed or to be constructed on the Property or develop the Property in any manner Grantor sees fit, subject to the specific easements herein granted. The laws of the State of Tennessee shall govern the interpretation, validity, performance and enforcement of this Easement.
8. **Insurance.** Grantor shall at all times maintain with a responsible insurance company qualified to do business in the State of Tennessee, liability insurance in the Commercial General Liability form (or reasonable equivalent thereto) covering use of this Easement against claims for bodily injury or death, property damage or product liability occurring upon, in or about the Property, such insurance to be written on an occurrence basis and to be in a combined single limit amount of not less than \$1,000,000.00 and to have general aggregate limits of not less than \$2,000,000.00 for each policy year. Such policy held by any party shall name the other party as an additional insured and shall deliver an Accord or other certificate sufficient to authenticate such insurance within ten (10) days of written request from any party to this Easement.
9. **Indemnity.** The Parties shall each indemnify and hold harmless the other from and against all claims, liabilities, and expenses (including reasonable attorneys' fees) relating to accidents, injuries, losses, damages, materialmen's liens of or to any person or property arising from or in any manner relating to the use by such indemnifying party or by its permittees of any easements granted in this Easement, except as may result from the negligence or intentional misconduct of the party being indemnified or the permittees of such party.
10. **Entire Agreement.** This Easement with the exhibits attached hereto, constitutes the entire agreement between Grantor and Grantee, and except as otherwise agreed to in writing, there are no other covenants, agreements, promises, terms, provisions, conditions, undertakings, or understandings, either oral or written, between them concerning the Easement, the Easement Area, or the Property, other than those herein set forth.
11. **Counterparts.** This Easement may be executed in any number of counterparts, each of which will for all purposes be deemed to be an original, and all of which are identical.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties have executed this Easement through their duly authorized undersigned representatives to be effective as of the date first above written.

EMERSON PROPERTIES, LLC

By: Emerson E. Russell

Its: Member

STATE OF TENNESSEE)
COUNTY OF HAMILTON)

On this 19th day of April, 2024, before me personally appeared **Emerson Russell, an authorized member, for and on behalf of Emerson Properties, LLC**, to me known to be the person described in and who executed the foregoing instrument having been duly sworn.

Janet R. Middleton
Notary Public

My commission expires: 10/16/2027



CITY OF EAST RIDGE

Brian Williams, Mayor

STATE OF TENNESSEE)
COUNTY OF HAMILTON)

On this _____ day of _____, 2024, before me personally appeared **Brian Williams, for and on behalf of the City of East Ridge**, to me known to be the person described in and who executed the foregoing instrument having been duly sworn.

Notary Public

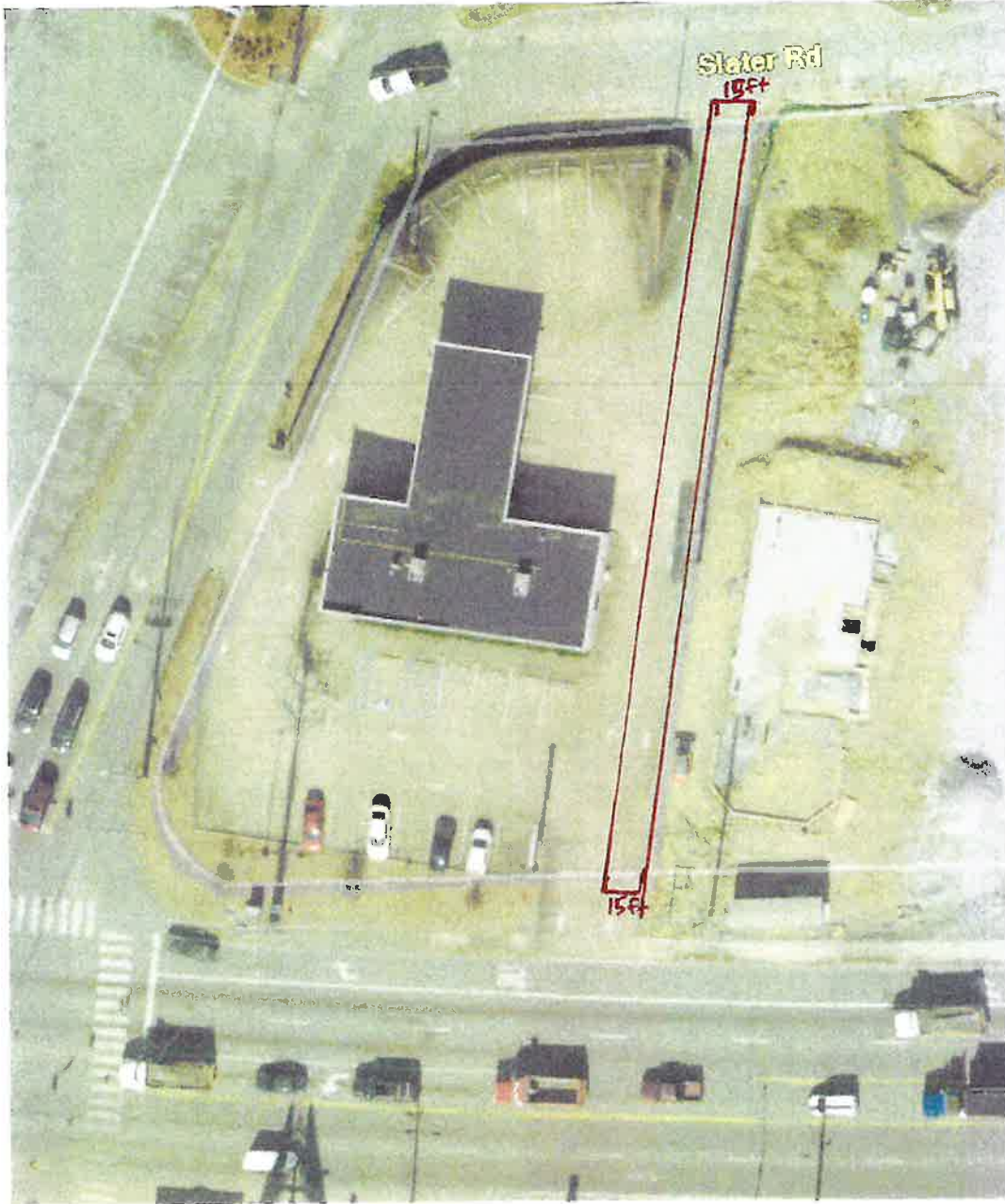
My commission expires: _____

EXHIBIT A

Description of the Property

Being a part of Lots 31, 32, 33, 34, 35, and 36 and all of Lots 37, 38, 39, 40, and 41, of Block C, McDonald Estate Subdivision, as shown on plat recorded in Plat Book 14, Page 5, in the Register's Office of Hamilton County, Tennessee, said lots and parts of lots forming one contiguous tract of land which is more particularly described as follows: BEGINNING at an iron pin set at the point of intersection of the southeastern right of way of Mack Smith Road (a 30 foot right of way) with the southern right of way of Slater Avenue (a 30 foot right of way); thence along the southern right of way of Slater Avenue North 87 degrees 48 minutes 00 seconds East 104 feet to an old iron pin set; thence South 09 degrees 06 minutes 00 seconds West 224.33 feet to a spike found in the present northern right of way of Ringgold Road (an 80 foot right of way); thence along the northern right of way of Ringgold North 89 degrees 03 minutes 54 seconds West 117.83 feet to an iron pin; thence along the curve rounding the intersection of the northern right of way of Ringgold Road and the southeastern right of way of Mack Smith Road a total distance of 60.95 feet to a spike set in the southeastern right of way of Mack Smith Road; thence along the Southeastern right of way of Mack Smith Road North 23 degrees 45 minutes 00 seconds East 187.73 feet to the point of beginning.

Exhibit B



RESOLUTION NO. 3540

AGENDA MEMORANDUM

**Brady's K9 Grant Fund
Ballistic Vest Program**

April 25, 2024

Submitted by:

Cameron McAllister

Administrator of Economic & Community Development

SUBJECT: Approval of Brady's K9 Grant Fund Donation

City Administration is asking for the approval from the Mayor and Council for the acceptance of the Brady's K9 Fund Ballistic Vest Donation. Brady's K9 Fund is a non-profit organization based out of Strongsville, Ohio that donates practical, mission ready ballistic vests to police and military working K9s.

Brady's K9 Fund would like to donate the LOF Streetfighter Ballistic Vest valued at \$1,500.00 to Cpl. Brendan Beadle for K9 Officer Quest.

The East Ridge Police Department's application for this program has been approved by the grantee. Following approval, ERPD was placed on a waiting list for the next available vest. Most departments receive the donated vest within 60-90 days post approval.

RESOLUTION NO. 3540

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY TO ACCEPT A DONATION OF
A NEW CANINE BALLISTIC VEST FOR K9 POLICE
OFFICER QUEST THROUGH A GRANT FROM BRADY'S
K9 FUND**

WHEREAS, Brady's K9 Fund is a non-profit organization that donates practical, mission-ready ballistic vests to police and military working dogs through a grant process; and

WHEREAS, Brady's K9 Fund wishes to donate a ballistic vest to the City of East Ridge for K9 Police Officer Quest with Cpl. Brendan Beadle; and

WHEREAS, the City of East Ridge Police Department's application for this program has been approved by the grantee, with the total value of the donated vest being \$1,500.00.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of East Ridge, Tennessee, that the City is hereby authorized to gratefully accept the donation of a ballistic vest from Brady's K9 Fund for K9 Police Officer Quest with Cpl. Brendan Beadle.

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately after its passage, the public welfare of the City requiring it.

Adopted this _____ day of _____ 2024.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



April 18, 2024

East Ridge Police Department
4214 Ringgold Road
East Ridge, TN 37412

Dear East Ridge Police Department,

Brady's K9 Fund is a non-profit organization out of Strongsville, Ohio that donates practical, mission ready ballistic vests to police and military working dogs. We want the K9s who protect our communities across the United States to be protected their entire shift by a ballistic vest, just like their human partners. We want them to have access to a ballistic vest they can wear their entire shift and not just when time permits to put the vest on the dog. We feel the LOF StreetFighter ballistic vest gives the K9's that best option.

Brady's K9 Fund would like to donate this style vest to K9 Quest with Cpl. Brendan Beadle. This StreetFighter vest holds a value of \$1,500.00. We feel it's an essential piece of protection for Quest to have.

Thank you very much,

LEAH TORNABENE
President | Brady's K9 Fund
Come Home Safe Together



BRADY'S
K-9
FUND

8988 W 130th Street
Strongsville, Ohio 44136
(518) 364-4741

www.Bradysk9fund.com
Info@bradysk9fund.com
EIN: 83-3277164
@Bradyk9fund



AGENDA MEMORANDUM

Use on Review

Off-Premises Directional Leasing Sign

Date: May 9, 2024

Submitted by:

A handwritten signature in blue ink, appearing to read "Michael Howell", written over a horizontal line.

Michael Howell, Chief Building Official

SUBJECT:

Lexi Haney is requesting the city council's permission to install an off-premises directional leasing sign for Sterling Heights Apartments, located at 3222 Gleason Drive. The proposed sign location is within the right-of-way at the corner of Germantown Rd and Gleason Drive, to the west.

Sign Ordinance 1028, Article VI - Supplemental Regulations and Exceptions, section 110, all off-premises signs, including billboards, require a use-on-review.

AGENDA MEMORANDUM

**Approval of Bid
Bike/Pedestrian Trail at Camp Jordan
(Proposal Opened 4/17/2024)**

May 9, 2024

Submitted by:

Shawna Skiles

Parks and Recreation Director

SUBJECT: Approval of Bid for Bike/Pedestrian Trail at Camp Jordan

Parks and Recreation Department is asking for the approval from the Mayor and Council for the acceptance of a qualified company to design and install a 3-mile walking trail and a 3-mile bike trail located on the 55 acres across the bridge at Camp Jordan.

Once this project is approved and completed, we will have finished the our requirements of the TDEC-RES part of the partial conversion of Camp Jordan in accordance with 36 C.F.R. 59.3 and the land and water Fund.

The bids were opened April 17, 2024, at 2:30pm. We are still reviewing them and meeting with the lowest bidder to make sure they can meet all TDEC specifications per the conversion.

SS

**AGENDA MEMORANDUM
REPLACEMENT OF HVAC CONTROLLING UNIT
AT CITY HALL**

MAY 9, 2024

Submitted by:



J. Scott Miller, City Manager

SUBJECT:

The City advertised for bids for replacement of the CGM controller and the SNE engine to control the Administration RTU HVAC system at City Hall on April 14, 2024. Bids will be opened and publicly read on April 30, 2024 at 2:00 pm.

Bids will be presented to Council for approval at the May 9, 2024 Council meeting.

AGENDA MEMORANDUM

Cost Analysis for Supplies for the new East Ridge Animal Shelter

May 9, 2024

Submitted by:

Cameron McAllister

Administrator of Economic & Community Development

SUBJECT: Approval of the Cost Analysis for the new East Ridge Animal Shelter

City Administration is asking for the approval from the Mayor and Council on the attached cost analysis for the new East Ridge Animal Shelter. City Manager Miller and staff met to create a cost analysis for general operating supplies (i.e., sanitary cleaners, towels, blankets, pet food, etc.), equipment (i.e., office furniture, animal enclosures, stainless steel prep bowls, exam table, etc.) and appliances (i.e., commercial grade washer and dryer, commercial grade dishwasher, refrigerator, etc.) needed for the new building.

MBI Companies, Inc. and staff met to discuss the needs of the building prior to creating a cost analysis to support their recommendations. To stock the new shelter with all necessary supplies, the City wishes to begin purchasing items immediately. Shipping delays are expected for large-scale appliances ranging from 6-12 weeks.

The total cost of the attached analysis is \$37,633.00. However, staff is requesting the approval from the Mayor and Council to allow the City Manager or his designee not to exceed \$40,000 to provide for any additional expenses or inflation that may occur during the purchasing process. Funding for these expenditures will come from the contingency of the project award.

New East Ridge Animal Shelter Equipment & Supplies

Reception Area/Front Lobby

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Desk Top Computer & Monitor	Dell (See Litefoot for Quotes)	1	\$900.00
Printer (Copy, Scan, & Fax)	Amazon	1	\$400.00
Office Chairs (Leather Material)	Amazon	3	\$350.00
Visitor Chairs/Lounge Furniture	No Preferred Vendor	4	\$500.00
Wooden Filing Cabinet	Amazon/Office Depot	1	\$200.00
Bookcase	Amazon/Office Depot	1	\$150.00
Non-Slip Entrance Way Rug	Amazon	1	\$100.00
Automatic Sanitation Station (Mount)	No Preferred Vendor	1	\$50.00
Set of 2-way Radios	No Preferred Vendor	1	\$100.00
General Shelter Operating Office Supplies	Amazon	N/A	\$1,000.00
Total			\$3,750.00

Supervisor's Office

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Desk	Amazon/Office Depot	1	\$500.00
Desk Top Computer & Monitor	Dell (See Litefoot for Quotes)	1	\$900.00
Printer (Copy, Scan, & Fax)	Amazon	1	\$400.00
Office Chair (Leather Material)	Amazon	1	\$120.00
Visitor Chairs	No Preferred Vendor	2	\$250.00
Wooden Filing Cabinet	Amazon/Office Depot	1	\$200.00
Bookcase	Amazon/Office Depot	1	\$200.00
Total			\$2,570.00

Employee Breakroom/Volunteer Workspace

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Coffee Pot	Amazon	1	\$40.00
Residential Microwave	Amazon	1	\$150.00
Residential Grade Refrigerator	Sam's/Costco	1	\$1,500.00
Breakroom/Conference Table with Chairs	No Preferred Vendor	1	\$1,000.00
Set of Employee Lockers (4)	No Preferred Vendor	1	\$300.00
Paper Products/Plasticware/Supplies	No Preferred Vendor	N/A	\$100.00
Total			\$3,090.00

Laundry Area

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Commerical Grade Washing Machine	Miele Brand	1	\$2,500.00
Commerical Grade Dryer	Miele Brand	1	\$2,500.00
Towels	Amazon	60	\$400.00
Blankets	Amazon	60	\$400.00
Small Trash Receptacle	Amazon	1	\$20.00
Laundry Supplies	No Preferred Vendor	N/A	\$100.00
		Total	\$5,920.00

Restrooms

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Small Trash Receptacle	Amazon	2	\$40.00
Paper Towel Holder (Mount)	Amazon	2	\$30.00
Toilet Paper Holder (Mount)	Amazon	2	\$20.00
Bathroom Supplies	No Preferred Vendor	N/A	\$100.00
		Total	\$190.00

Animal Food Prep Area

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Commerical Grade Dishwasher	No Preferred Vendor	1	\$3,000.00
Stainless Steel Cat Feeder Bowls	Amazon	14	\$80.00
Stainless Steel Cat Water Bowls	Amazon	14	\$80.00
Stainless Steel Dog Feeder Bowls	Amazon	30	\$250.00
Pill Pockets	Amazon	2	\$40.00
Stainless Steel Mixing Bowls	Amazon	2	\$20.00
Can Opener	Amazon	2	\$40.00
		Total	\$3,470.00

Dog Kennel Area

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Kuranda Silver Aluminum Dog Beds	Amazon	30	\$4,500.00
Small Kennel Door White Boards	Amazon	30	\$50.00
		Total	\$4,550.00

Cat Kennel Area

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Kuranda Silver Aluminum Cat Beds	Amazon	12	\$1,680.00
Nursing Bottles	Amazon	3	\$30.00
Heating Pads	Amazon	2	\$40.00
Stainless Steel Litter Pans	Amazon	14	\$300.00
100-Count Pee Pads	Amazon	1	\$20.00
Large Cat Kennels (6 sets of 2) (Stackable)	Amazon	6	\$6,500.00
Pet Taxis (Cat Carriers)	Amazon	5	\$150.00
Total			\$8,720.00

Exam Room

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Medical Grade Exam Light	Amazon	1	\$130.00
Medical Grade Animal Exam Table	Pet Pro Supply Company	1	\$1,893.00
Small Locking Safe (Meds)	Amazon	1	\$100.00
Small Undercounter Refrigerator	Amazon	1	\$150.00
General Exam Room Supplies	No Preferred Vendor	N/a	\$100.00
Total			\$2,373.00

Animal Isolation Room(s)

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Large Cat Kennel	Amazon	1	\$100.00
Large Dog Kennel	Amazon	1	\$100.00
Kuranda Silver Aluminum Cat Bed	Amazon	1	\$150.00
Kuranda Silver Aluminum Dog Bed	Amazon	1	\$150.00
Stainless Steel Cat Water Bowl	Amazon	1	\$10.00
Stainless Steel Cat Food Bowl	Amazon	1	\$10.00
Stainless Steel Dog Food Bowl	Amazon	1	\$10.00
Stainless Steel Dog Water Bowl	Amazon	1	\$10.00
Total			\$540.00

Deceased Animals

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Small Chest Freezer	Sam's/Costco	1	\$800.00
Large Chest Freezer	Sam's/Costco	1	\$700.00
Total			\$1,500.00

Cat Meet & Greet Room

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Self Watering Bowl	Amazon	1	\$30.00
Cat Tower	Amazon	1	\$30.00
Visitor Chairs/Bench	No Preferred Vendor	2	\$200.00
Small Trash Receptacle	Amazon	1	\$20.00
		Total	\$280.00

Dog Meet & Greet Room

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Self Watering Bowl	Amazon	1	\$30.00
Visitor Chairs/Bench	No Preferred Vendor	2	\$200.00
Small Trash Receptacle	Amazon	1	\$20.00
		Total	\$280.00

Storage Room

<i>Equipment Requested</i>	<i>Preferred Vendor</i>	<i>Quantity</i>	<i>Total Amount</i>
Electric Mop	Amazon	1	\$160.00
Shop Vacuum	Amazon	1	\$100.00
Broom with Dustpan	Amazon	2	\$40.00
General Cleaning Supplies	Sam's/Walmart/Amazon	N/a	\$100.00
		Total	\$400.00

Proposed Requested Total**\$37,633.00**

AGENDA MEMORANDUM

**Approval of RFQ
Engineering and Architecture Firm for Design Services and Grant
Administration
LRPF at the Community Center
(Proposal Opening 4/17/2024)**

May 9, 2024

Submitted by:

Shawwna Skiles
Parks and Recreation Director

**SUBJECT: Engineering and Architecture Firm for Design Services and
Grant Administration**

Parks and Recreation is asking for the approval from the Mayor and Council for the acceptance of a qualified firm for Engineering and Architecture Design Services, and Grant Administration for the LPRF project at the Community Center.

This is the next step in the LPRF grant we must complete for the grant.

The proposals were opened on April 17, 2024 and are being reviewed. Staff will conduct interviews with the firms that submitted proposals and then submit them for approval at the May 9, 2024 Council meeting.

AGENDA MEMORANDUM

HHM Agreement for FY 2024 Audit

May 9, 2024

Submitted by:

Diane Qualls

Diane Qualls, Finance Director

SUBJECT: FY 2024 Annual Audit

I am requesting that the City of East Ridge enter into an agreement with HHM CPAs to do our FY 2024 Audit. Each year the State requires that an independent auditor do city audits. This year the cost to do our audit will be \$51,000.00. This increase is due to State and Federal laws requiring single audits for both the Multi Modal and the ARPA funds. Also, the Comptroller now wants all cities to use the same General Ledger numbers as the county and state so that economic numbers for the state will be easier to process. As most cities use more numbers, the Comptroller's office has created the crosswalk program that auditors will use to input these numbers into the state's system. This way cities can continue to use the general ledger numbers that they have used for years.