

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

**May 9, 2024
6:00 pm**

The East Ridge City Council met pursuant to notice on May 9, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

Rev. Charles Cochran, East Ridge Church of Christ 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.

Milestone Awards for April 2024 – Mayor Williams announced the milestone award recipients for April as follows:

- Marcus Sanderfer Street Department 5 years
- Stacy Lively Police 5 years
- Johnny Massengale Police 15 years
- Clint Uselton Police 25 years

Mayor Williams thanked them for their service and stated he appreciates all employees of the City.

Attendance: 7

Consent Agenda:

- A. Approval of Minutes April 25, 2024 Council Meeting
- B. Declaration of Surplus Property – Police Department vehicles

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

Communication from Citizens:

Councilmember Tyler stated the Optimist Club will hold a food drive at Southern Honda on May 11th from 10 am – 2 pm. They will also have drop boxes at Southern Honda, the East Ridge Library, Champy’s on Ringgold Road, and the YMCA Hamilton Place. He also stated if anyone is in need they can go to the East Ridge United Methodist on Prater Road on the first and third Wednesdays for assistance.

Communication from Councilmembers

Councilmember Witt had nothing at this time.

Vice Mayor Haynes wished everyone a Happy Mother's Day.

Councilmember Cagle asked everyone to remember the family of Ray Hudgens in their prayers. Mr. Hudgens recently passed away and the funeral will be Friday, May 12th at 11:30.

Mayor Williams announced the following:

- Library
 - Novel Idea Book Club – Saturday, May 11th @ 11 am
 - Lego Club first Saturday of every month 11:30 – 12:30 ages 6-11
 - Cooking the books – Last Monday of every month – a club for people who love to cook
- Parks and Recreation
 - Com. Center
 - Mothers Day's Tea Party
 - Sports, Festivals, car shows, summer ball – go to eastridgeparksandrec.com for more information.
 - Fall Festival – September 28th – 10 am – 5 pm, food, craft vendors, bounce house, etc.
 - Director Skiles gave an update on Thrillville. They open at 5 pm today. They have rides, food, petting zoo, and also have a circus at the Arena.
- Animal Shelter – The roof is on and the facility should be open in a few months.
 - Special Adoption Event – May 11th 10 am – 5 pm
 - Bissell Pet Foundation Grant – The shelter is waiving adoption fees and will be reimbursed by the Pet Foundation
 - He and Councilmember Witt attended the East Ridge High School Senior Awards Ceremony today. He stated that many awards and scholarships were given to seniors. He congratulated the Class of 2024.

Communication from City Manager:

- Multi modal – City Manager Miller stated this project is winding down. The engineers, city staff, and Talley Construction did a walk through and they are working on the punch list now. The state will come in next week for their inspection. The project should be complete by the end of May or middle of June. All lanes are open.
- Animal shelter – The building is roofed in. Sub-contractors are working on electrical, plumbing, HVAC, etc.
- Multi-Purpose Pavilion – This project is running on schedule. In March, Council gave approval to proceed with construction drawings. We should bid this project out by the middle of July.

Old Business: None

New Business:

PUBLIC HEARING FOR RESOLUTION NO. 3541 - A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE A USE ON REVIEW FOR A VARIANCE TO THE CITY'S SIGN ORDINANCE NO. 1028 FOR LEXI HANEY, REPRESENTING STERLING HEIGHTS APARTMENTS, TO INSTALL AN OFF-PREMISE

DIRECTIONAL LEASING SIGN IN THE RIGHT-OF-WAY AT THE INTERSECTION OF GERMANTOWN ROAD AND GLEASON DRIVE - City Attorney Litchford read on caption. Mayor Williams opened the public hearing. Chief Building Official Howell stated that Sterling Heights did a \$2.6 million renovation to the apartments. They are requesting a variance for a two-sided 6' x 4' sign in the right-of-way at Germantown Road and Gleason Drive.

Mr. Howell stated this sign would be located in an R-1 district. Staff recommends, if approved, that the supports be enclosed to mimic a monument style sign, with a 10-foot setback. There is a directional arrow on the sign which is not allowed in off-premise signs. Zach Klassen, Director of Multifamily with Pratt Home Builders stated the apartments have been turned into something nice, but they need more exposure. No one came forward in favor of or in opposition to the variance. Mayor Williams closed the public hearing.

RESOLUTION NO. 3541 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE A USE ON REVIEW FOR A VARIANCE TO THE CITY’S SIGN ORDINANCE NO. 1028 FOR LEXI HANEY, REPRESENTING STERLING HEIGHTS APARTMENTS, TO INSTALL AN OFF-PREMISE DIRECTIONAL LEASING SIGN IN THE RIGHT-OF-WAY AT THE INTERSECTION OF GERMANTOWN ROAD AND GLEASON DRIVE - City Attorney Litchford read on caption. Vice Mayor Haynes asked if the base would be stone. Mr. Howell stated it would have to mimic the signage at the apartments. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3541. The vote was unanimous. Motion approved.

RESOLUTION NO. 3542 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR CONSTRUCTION OF A MULTI-USE MOUNTAIN BIKE TRAIL AND PEDESTRIAN TRAIL AT CAMP JORDAN PARK - City Attorney Litchford read on caption. Parks and Recreation Director Skiles presented the bids as follows:

- Tailored Trails LLC \$301,639.00 10 ft or \$266,143.00 6 ft
- Lumberjacks \$38,488.52 10 ft
- Martin’s Land Clearing \$18,500.00 10 ft
- Rough Cut Trails Designs \$322,800.00 10 ft
- Treleru \$129,888.00 10 ft

Staff recommends the bid from Martin’s Land Clearing for \$18,500. Once this project is completed, the City will have fulfilled all requirements of the TDEC land conversion for Camp Jordan. Ms. Skiles stated that Councilmember Cagle asked about property sold to WWTA. Once WWTA has completed their project, they will have 120 days to cut a nature path. Per TDEC, we must have these trails completed within 15 months. Once the trails are cut, and the onsite plan is submitted, the conversion will be complete. If we do not complete the conversion, the City will not be eligible for any more TDEC grants. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3542. The vote was unanimous. Motion approved.

RESOLUTION NO. 3543 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A COST ANALYSIS FOR GENERAL OPERATING SUPPLIES,

EQUIPMENT, AND APPLIANCES FOR THE NEW ANIMAL SHELTER - City Attorney Litchford read on caption. Development Administrator McAllister stated the analysis includes appliances, office furniture, larger enclosures, cleaning supplies, etc. The total cost 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. Funding for these expenditures will come from the contingency of the project. Vice Mayor Haynes made a motion, seconded by Councilmember Witt, to approve Resolution No. 3543. Mayor Williams asked about the records that might need to be transferred. Mr. McAllister stated all records are electronic. The vote was unanimous. Motion approved.

RESOLUTION NO. 3544 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR THE REPLACEMENT OF THE CGM CONTROLLER AND THE SNE ENGINE TO CONTROL THE ADMINISTRATION RTU HVAC SYSTEM AT CITY HALL - City Attorney Litchford read on caption. City Manager Miller stated this item was bid out and we received one bid from Daikin Applied Americas, Inc. in the amount of \$36,742.98. This project is to upgrade licensing and replace zone controller and sensors. Cost will come from the Capital Improvement Fund – Upgrades to Buildings. Mr. Cagle asked how long the parts warranty would be. Mr. Miller stated the warranty would be for one year. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3544. The vote was unanimous. Motion approved.

RESOLUTION NO. 3545 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE FINANCE DIRECTOR TO EXECUTE AN ENGAGEMENT LETTER WITH HHM, CERTIFIED PUBLIC ACCOUNTANTS, FOR AUDITING SERVICES FOR FY 2023-2024 AS REQUIRED BY THE STATE OF TENNESSEE AND OTHER REGULATORY AGENCIES - City Attorney Litchford read on caption. Finance Director Qualls stated the fee has increased but the auditors are required to do more because of GASB requirements. Along with the regular audit, they will do two single audits, one for the multi-modal project and the ARPA funds. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3545. The vote was unanimous.

RESOLUTION NO. 3546 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE THE ATTACHED CONTRACT WITH THE STATE OF TENNESSEE DEPARTMENT OF TRANSPORTATION (“TDOT”), FOR THE CITY OF EAST RIDGE TO PROVIDE MOWING SERVICES AT THE I-75, EXIT 1 INTERCHANGE, FOR FY 2024 – 2025, ON A REIMBURSEMENT BASIS - City Attorney Litchford read on caption. City Manager Miller stated the City will do the mowing at the Exit 1 interchange, and TDOT will reimburse us \$9,800 for six mowings. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3546. The vote was unanimous. Motion approved

RESOLUTION NO. 3547 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF DICKERT POND AT CAMP JORDAN BY THE EAST RIDGE OPTIMIST CLUB TO HOLD A FISHING RODEO - City Attorney Litchford read on caption. Director Skiles stated rental of equipment is \$125 and the pond is free. The Optimist club has sponsors that will provide fishing supplies and food. The club meets the requirements of the City’s fee waiver policy. Councilmember Witt made a motion, seconded by Vice Mayor Haynes, to approve Resolution No. 3547. Roll call vote: Vice Mayor

Haynes - yes; Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. The vote was unanimous. Motion approved.

RESOLUTION NO. 3548 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING THE ACCEPTANCE OF THE AMERICAN WATER CHARITABLE FOUNDATION WATER AND ENVIRONMENT GRANT - City Attorney Litchford read on caption. Development Administrator McAllister stated this grant will provide expenditures, such as hand sanitizer, t-shirts, trash grabbers, etc. for the Tennessee River Rescue. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3548. The vote was unanimous. Motion approved.

RESOLUTION NO. 3549 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL ACCEPTING THE BISSELL PET FOUNDATION’S “EMPTY THE SHELTERS” GRANT PROGRAM - City Attorney Litchford read on caption. Development Administrator McAllister stated the grant will cover adoptions from May 6 – May 15th. The amount of the grant will be determined after the City determines how many animals have been adopted. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3549. The vote was unanimous. Motion approved.

FY 2024 – 2025 Budget Presentation by the City Manager

City Attorney Litchford announced the presentation of the budget by the City Manager

Mr. Miller discussed the following highlights of the budget.

Revenue:

- Property taxes – Revenues are \$7,157,579. Total revenue is \$27,265,597 with property taxes representing 26% of that total. Incremental State Sales Tax (Border Region) is estimated at \$8,597,436.

Expenditures:

- Total personnel services total \$12,581,431.
- Total appropriations with all funds are \$27,265,597
- Proposed all funds budget for FY 2024 – 2025 is \$46,452,027, a net decrease of \$1,813,591 from \$48,265,618 in the FY 2023 – 2024 budget
- We used fund balance of state street aid for resurfacing
- ARPA funds were used for the Animal Shelter and the Multi-Modal project

General Fund

- Revenues
 - Property Taxes: The proposed tax rate is \$1.2500, the same as in the previous two years. Residential assessments increased more than \$3.7 million from FY 2023-2024 due to home sales and new residential construction. Commercial

assessments increased by \$969,160 due to new commercial construction. Estimated property tax revenue is \$6,657,579.

- Other Revenues: Includes Local Option Sales Tax and State Sales Tax, as well as Wholesale Beer Tax, Alcoholic Beverage Tax, Building and associated permits, etc.
- Expenditures
 - Personnel costs account for 66% of the general operating fund. We will eliminate some positions and add some for a net increase of one position. Positions added will be effective in January 2025.
 - The City Manager is proposing a cost-of-living increase of 3% across the board.
 - Police will receive an inverted graduated amount. We are last as far as salaries with Red Bank, Soddy Daisy, Collegedale, and Hamilton County being higher.
 - We will establish a performance evaluation system budgeted at \$80,000.
 - Salary adjustments for certain employees were included.
 - Medical insurance with Cigna will increase 10%. We did comparisons with other companies and decided to stay with Cigna.
 - Other expenditures include additional audit services, cyber insurance, increases in uniform costs, costs for referees and umpires, and new IT equipment for various departments.
 - Capital Outlay
 - Police - Ten vehicles to replace Dodge Chargers
 - Fire – Used Truck to replace Jeep Cherokee or Ford Taurus
 - Street Department – Mower
 - Traffic Control – New central control box
 - Recreation – replacement mower, replacement gator, and shade structure for splash pad.
 - Mr. Miller also discussed other funds including Debt Service Fund, State Street Aid Fund, Grant Fund, Drug Fund, Capital Improvement Fund, and the American Rescue Plan Act Fund. He stated we may need to increase the sanitation fee next year by \$1.00 or \$1.50.

Mr. Miller stated we are providing the same level of service with no tax increase.

Mayor Williams thanked City Manager Miller and the department heads for the work they did on the budget. Mr. Miller stated this was a team effort.

Mayor Williams asked the Council if they would like to have a budget workshop or just meet one-on-one with the City Manager. Councilmember Cagle stated he would like to meet one-on-one with the City Manager. Mr. Cagle asked if the tax rate of 25% that applies to owner-occupied duplexes also applies to tri-plexes. Mr. Miller stated this only applies to duplexes.

Discussion of Tentative Agenda Items for the May 23, 2024 City Council Meeting

- **Old Business:** None

- **New Business:**

- **ORDINANCE NO. ____ - Amendments to Ordinance 481 relating to Ordinance 1028, the East Ridge Sign Ordinance (1st reading)** – Chief Building Official Howell stated staff is looking at amending the sign ordinance No. 1028, relating to lighting regulations for store fronts, store front signage, and multi-tenant detached monument signs. The Planning Commission reviewed proposed amendments and made additional changes. Councilmember Tyler asked if these regulations would include neon beer signs in restaurants. Mr. Howell stated that it would. City Manager Miller would like to postpone this item until the first meeting in June in order to give council time to look at these items more in depth.
- **RESOLUTION NO. ____ – Approval of an Agreement with Kimley Horn to Provide Grant Administration and Design Services for the Local Parks and Recreation Fund (“LPRF”) Grant for the Community Center** - Development Administrator McAllister stated four firms submitted statements of qualifications. The committee interviewed all four firms that submitted qualifications and selected Kimley Horn.
- **RESOLUTION NO. ____ – Approval of Bids for Installation of Exterior Siding and Painting - Sanitation/Streets Building (Bid Opening May 14, 2024)** – Mr. Miller stated we advertised for bids for this project, which were opened on May 14th. Bids will be submitted at the May 23rd meeting.
- **RESOLUTION NO. ____ - Appointment to the Industrial Development Board (Councilmember Witt)** – Mayor Williams stated that both Councilmember Witt and Councilmember Cagle have appointments to the Industrial Development Board.
- **RESOLUTION NO. ____ - Appointment to the Industrial Development Board (Councilmember Cagle)** – No discussion
- **RESOLUTION NO. ____ - Waive fee for Optimist Club meetings at Community Center** – Director Skiles stated the Optimist Club is asking for the City to waive fees for this item and the following two items.
- **RESOLUTION NO. ____ - Waive fee for Optimist Club Annual Kars-for-Kids Auto and Motorcycle Show and Swap Meet at Camp Jordan Arena**
- **RESOLUTION NO. ____ - Waive fee for Optimist Club Boo-b-Que**

Other:

Councilmember Cagle would like a copy of the sign ordinance which approved neon lights for windows in businesses. Mayor Williams stated he thought that pertained to message signs.

Being no further business, the meeting was adjourned.

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

**May 23, 2024
6:00 pm**

The East Ridge City Council met pursuant to notice on May 23, 2024, 6:00 pm at East Ridge City Hall. Mayor Williams called the meeting to order.

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

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

Attendance: 5

Consent Agenda:

- A. Approval of Minutes May 9, 2024 Council Meeting
- B. Approval of March 2024 Financial Report

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

Communication from Citizens:

Aaron Oliver, 3934 South Mission Oaks Drive, discussed drainage problems coming from the road onto his property.

Communication from Councilmembers:

Councilmember Cagle thanked Rev. Danny Lance for allowing the schools to hold graduations on the Action Church property.

A correction was made in the June 13, 2024 meeting as follows: *Councilmember Cagle thanked Danny Lance of Local Coffee as well as Action Church and the City for allowing the local schools to have their graduation ceremonies on their properties this week.*

Councilmember Witt expressed her condolences to the Haynes family on the passing of Vice Mayor Haynes mother-in-law. She also wished Councilmember Tyler a Happy Birthday. She thanked Police Officer Sharp for her ride-along on the previous Friday.

Councilmember Tyler wished Councilmember Witt and her husband a Happy Anniversary. He also stated the Optimist Club fishing rodeo will be held on Saturday, June 8th at Camp Jordan. Registration begins at 8:30, and fishing begins at 9 am. There will be trophies, food, and door prizes.

Mayor Williams announced the following:

- Library
 - Messtival – May 29, 2024, 3:00 – 4:30 pm - Kickoff for Summer Reading Program, includes foam/bubble machine, popcorn, and snocones.
 - Novel Idea Book Club – Next meeting is June 8th at 11 am.
- Park and Recreation
 - Various sporting events, festivals, car shows, check out the website calendar for all events.
 - National Senior Fitness Day, May 29, 2024, 7:00 am – 10:00 am - walk around the playground.
 - Fall festival September 28th – vendor booths, foods, entertainment, etc.
- Condolences to the Haynes family on the passing of Vice Mayor Haynes’ mother-in-law.
- Happy Birthday to Councilmember Tyler and Happy Anniversary to Councilmember Witt and her husband.

Communication from City Manager:

- Multi Modal Project – Mr. Miller stated the last progress meeting was held this morning. Talley Construction is working on the punch list of outstanding items. Two items that need to be completed are:
 - Thermal striping on McBrien Road, Marlboro Road, and Belvoir Avenue at the Ringgold Road intersections.
 - Installing handrails on the south side of Ringgold Road at the curb drop offs. This work should be done in about two weeks and the State will do their inspections.
- The west side of McBrien Road will be closed for one week beginning June 3, 2024 in order to run water to the new Animal Shelter.
- Animal Services will be temporarily closed for the next two weeks due to an outbreak of parvo. There is no risk to the public and operations should resume on June 5th. Mayor Williams asked if the City would need to shut down the dog park. City Manager Miller stated there is no justification at this time to shut down the park.

Old Business: None

New Business:

RESOLUTION NO. 3550 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ENTER INTO A PROFESSIONAL SERVICES AGREEMENT WITH KIMLEY HORN AND ASSOCIATES TO PROVIDE GRANT ADMINISTRATION AND DESIGN SERVICES FOR A LOCAL PARKS AND RECREATION FUND (“LPRF”) PROJECT AT THE EAST RIDGE COMMUNITY CENTER – Attorney Holloway read on caption. City

Manager Miller stated the City advertised for Requests for Qualifications (“RFQs) for this project, receiving four. This is for an LPRF grant of \$1.2 million with the City responsible for 50%. The City received four proposals from Allen & Hoshall, 45 Architecture & Interiors, Kimley Horn, and Artech Design Group. After interviewing all four firms, staff is recommending Kimley Horn, because they are the only firm that has LPRF grant administration experience. Mr. Miller stated the fees for project management, design, construction drawings, grant admin, etc. will be \$160,000. The grant is for enlarging the gym, enhancing the senior room, remodeling the kitchen, and making the restrooms in the senior area ADA compliant. It does not cover lobby restrooms. There are funds in the 2024-2025 budget in the Capital Improvements Fund for this project. Councilmember Witt made a motion, seconded by Councilmember Tyler, to approve Resolution No. 3550. The vote was unanimous. Motion approved.

RESOLUTION NO. 3551 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A BID FOR THE REPLACEMENT OF THE EXTERIOR SIDING AND THE PAINTING OF THE SANITATION AND STREETS 2-STORY BUILDING LOCATED AT 1015 YALE STREET – Attorney Holloway read on caption. City Manager Miller stated the City bid out this project with three bids being received. Williams Development LLC was the lowest bid at \$18,900. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3551. The vote was unanimous. Motion approved.

RESOLUTION NO. 3552 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF THE EAST RIDGE COMMUNITY CENTER FOR BI-MONTHLY OPTIMIST CLUB MEETINGS – Attorney Holloway read on caption. City Manager Miller stated the Optimist Club has held their meetings at the Center for many years. Councilmember Witt made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3552. Roll call vote: Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3553 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO WAIVE THE FEE FOR USE OF CAMP JORDAN ARENA BY THE EAST RIDGE OPTIMIST CLUB FOR A KARS FOR KIDS AUTO AND MOTORCYCLE SHOW FUNDRAISER – Attorney Holloway read on caption. City Manager Miller stated that proceeds from this event help fund youth activities such as the fishing rodeo, oratorical contest, etc. Councilmember Witt made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3553. Roll call vote: Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3554 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO ALLOW THE EAST RIDGE OPTIMIST CLUB TO USE THE CITY HALL FRONT PARKING LOT FOR THEIR ANNUAL BOO-B-QUE FUNDRAISER – Attorney Holloway read on caption. City Manager Miller stated this is the Optimist Club’s annual barbecue. Roll call vote: Councilmember Cagle - yes; Councilmember Tyler - abstain; Councilmember Witt - yes; Mayor Williams - yes. Motion approved.

RESOLUTION NO. 3555 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE THE ATTACHED CHANGE ORDER REQUEST #002 FROM JC CURTIS CONSTRUCTION CO., LLC IN REGARD TO THE CONSTRUCTION OF THE NEW EAST RIDGE ANIMAL SHELTER – Attorney Holloway read on caption. City Manager Miller stated due to inclement weather in the month of March, JC Curtis was not able to work on the Animal Shelter for ten days out of the month. Subtracting the baseline of eight days, it leaves two days to add to the change order. There is no cost to the City associated with this change order, only the extension of two days. Councilmember Tyler made a motion, seconded by Councilmember Witt, to approve Resolution No. 3555. The vote was unanimous. Motion approved.

RESOLUTION NO. 3556 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE THE NOMINATION OF _____ BY COUNCILMEMBER WITT TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD – Attorney Holloway read on caption. Councilmember Witt thanked Estes Cocke for his service on the IDB. Ms. Witt nominated Jessica Crowe. Councilmember Tyler made a motion, seconded by Councilmember Cagle, to approve Resolution No. 3556, appointing Jessica Crowe. The vote was unanimous. Motion approved.

RESOLUTION NO. 3557 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO APPROVE THE NOMINATION OF _____ BY COUNCILMEMBER CAGLE TO THE EAST RIDGE INDUSTRIAL DEVELOPMENT BOARD – Attorney Holloway read on caption. Councilmember Cagle nominated Richard Cook. No motion was made for this nomination. This item will move forward to the June 13, 2024 agenda.

Discussion of Tentative Agenda Items for the **June 13, 2024** City Council Meeting

- Milestone Awards for May 2024
- Old Business:
 - Nomination for the Industrial Development Board will carry over to the June 13th meeting
- New Business:
 - **PUBLIC HEARING FOR ORDINANCE NO. ____ - Amendments to Ordinance 481 relating to the East Ridge Sign Ordinance No. 1028 (1st reading)** – Chief Building Official Howell presented amendments to the sign ordinance as follows:
 - Lights that outline or are placed on windows and doors, and door openings, either inside or outside the business and which are visible to the public are prohibited, such as strobe lights, lights that mimic flashing emergency lights, neon lights or strips, rope lights, etc.
 - Total maximum front window space occupied by signs or merchandise shall not exceed 50% of the total front window area. The word canopy from storefront lighting requirements will be removed, and allow non-flashing “open” signs that meet the requirements of the ordinance.

- Blinds in windows shall not be completely engaged in a down position for more than 50% of the time the business is open.
- Multi-tenant detached monument signs – size and height will be based on square footage of the development.

Mr. Howell stated the City is trying to mimic the City of Gatlinburg regarding LED strip lighting to cut down on light pollution that bleeds into residential areas. Councilmember Tyler asked if the amendments will cover neon beer signs in stores and restaurants. Mr. Howell stated that it would. Mr. Tyler stated that could be overreaching.

- **ORDINANCE NO. ____ - Amendments to Ordinance 481 relating to the East Ridge Sign Ordinance No. 1028 (1st reading)** – No further discussion.
- **ORDINANCE NO. ____ - Approval to Set the Property Tax Rate For The Year 2024 at \$1.2500 (1st reading)** – Mr. Miller stated this will be first reading of the tax rate ordinance followed by first reading of the ordinance to approve the FY 2024-2025 budget.
- **ORDINANCE NO. ____ - Approval of the FY 2024-2025 Budget (1st reading)** – No further discussion
- **ORDINANCE NO. ____ - Budget Amendment (1st reading)** – Finance Director Qualls stated this amendment will be the last for the fiscal year and is just to account for unexpected revenues or expenditures.

City Manager Miller stated he read an article in the Times Free Press that stated East Ridge has the lowest tax rate in Hamilton County except for the towns of Walden and Lakesite.

Mayor Williams thanked Attorney Michael Holloway for representing City Attorney Litchford. The Mayor wished everyone a safe holiday weekend.

Being no further business, the meeting was adjourned.