

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

**AGENDA
February 13, 2025
6:00 pm**

1. Call to Order
2. Invocation
3.
 - A. Roll Call
 - B. Milestone Awards
 - C. Recognition of Service
4. Consent Agenda:
 - A. Approval of Minutes January 23, 2025 Council Meeting
 - B. Approval of November 2024 Financial Report
 - C. Declaration of Surplus Property – Fire Department
5. Communication from Citizens
6. Communication from Councilmembers
7. Communication from City Manager
8. Old Business:
 - A. **ORDINANCE NO. 1214** – AN ORDINANCE TO AMEND ORDINANCE 1132 BY AMENDING SUBPART D AND ADDING A NEW SUBPART E TO CHAPTER 2-101 AND ADDING A NEW SUBPART I TO CHAPTER 2-104 (2nd reading)
9. New Business:
 - A. **PUBLIC HEARING - ORDINANCE NO. 1215** – AN ORDINANCE OF THE OF THE EAST RIDGE CITY COUNCIL ABANDONING A PORTION OF RIGHT-OF-WAY WITHIN THE 3600 BLOCK AND PART OF THE 3700 BLOCK OF OLD RINGGOLD ROAD, TAX MAP PARCEL ID'S 168D-F-001, 168D-F-001.01, 168D-F-002, 168D-J- 031, 168D-J-032, 168D-J-033, 168D-J-034 AND 168D-J-037
 - B. **ORDINANCE NO. 1215** – AN ORDINANCE OF THE OF THE EAST RIDGE CITY COUNCIL ABANDONING A PORTION OF RIGHT-OF-WAY WITHIN THE 3600 BLOCK AND PART OF THE 3700 BLOCK OF OLD RINGGOLD ROAD, TAX MAP PARCEL ID'S 168D-F-001, 168D-F-001.01, 168D-F-002, 168D-J- 031, 168D-J-032, 168D-J-033, 168D-J-034 AND 168D-J-037 (1st reading)

- C. **RESOLUTION NO. 3646** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING BIDS FOR INFIELD CONDITIONING AND FIELD GRADING AT CAMP JORDAN PARK
- D. **RESOLUTION NO. 3647** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO ALLOW EAST RIDGE HIGH SCHOOL AND EAST RIDGE MIDDLE SCHOOL TO USE ATHLETIC FIELDS AT CAMP JORDAN PARK AND WAIVE THE FEES FOR SUCH USAGE
- E. **RESOLUTION NO. 3648** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN EASEMENT AGREEMENT WITH PARKRIDGE MEDICAL CENTER INC. RELATIVE TO A 35-FT EASEMENT LOCATED AT 1018 YALE STREET, TAX MAP NUMBER 169C-C-001.08
- F. **RESOLUTION NO. 3649** – 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 TO ALLOW FRAWLEY BAPTIST CHURCH TO INSTALL AN OFF-PREMISE WAYFINDING SIGN TO BE LOCATED WITHIN THE RIGHT-OF-WAY AT THE NORTHWEST CORNER OF RINGGOLD ROAD AND FRAWLEY ROAD
- G. **RESOLUTION NO. 3650** – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY MANAGER TO APPROVE A CHANGE ORDER REQUEST FROM PILLAR CONSTRUCTION TO CONSTRUCT A NEW ROADWAY TO THE NEW MULTI-PURPOSE FACILITY
- H. Discussion of Tentative Agenda Items for the **February 27, 2025** City Council Meeting (see Attachment A)

10. Adjourn

**ATTACHMENT A
TENTATIVE AGENDA
February 27, 2025**

8. Old Business:

A.

9. New Business:

- A. **ORDINANCE NO. ____** - Amend Ordinance 1093 - 2018 International Energy Conservation Code (IECC)
- B. **RESOLUTION NO. ____** - Approve Contract for Auditors for FY 2025 Audit
- C. **RESOLUTION NO. ____** - Development Agreement – BKW Properties, LLC
- D. Discussion of Food Truck Ordinance
- E. Discussion of Sound Continuation Measures for East Ridge Animal Shelter

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

**January 23, 2025
6:00 pm**

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

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

Present: Mayor Williams, Vice Mayor Tyler, Councilmember Cagle, Councilmember Ezell, Councilmember Witt, City Manager Miller, City Attorney Litchford, and Deputy City Recorder Qualls.

Attendance: 12

Consent Agenda:

Approval of Minutes January 9, 2025, Council Meeting.

Vice Mayor Tyler made a motion to approve the consent agenda, Second Councilmember Witt. There being no discussion. Mayor Williams asked for roll call. The vote was unanimous. Motion approved.

Communication from Citizens: None

Communication from Councilmembers:

Councilmember Ezell – Wanted to thank the police for helping a citizen that was having issues with his vehicle.

Councilmember Witt – Asked that the City Manager supply each councilmember with a copy of the food truck ordinance that was presented to Council back last year. It needs to be looked at and a decision made.

Vice Mayor Tyler – East Ridge Optimist Club is looking for participants for their oration contest.

Councilmember Cagle – Nothing currently

Mayor Williams –

- Mayor Willilams had Director Skiles come up and list the spring sports that are now open for registration.
- The library has a winter reading program going on, cards for veterans, Cooking the Books, and a Valentine dinner for couples coming up.

- Mary Jennings, who was recognized a while back for being one hundred years old, which is a great accomplishment, passed away today at the age of 100 years and 3 months.

Communication from City Manager:

- TDOT did an Audit on the Multi Modal Project and there were no findings.
- The bid is going out on the Community Center expansion on February 2, March 11 for bid opening, and approval by Council at the second meeting in March.
- Work continues at the new pavilion/venue site. Weather is not holding them back.

Old Business: None

New Business:

ORDINANCE NO. 1214 – AN ORDINANCE TO AMEND ORDINANCE 1132 BY ADDING SUBPART 3 TO CHAPTER 2-101 AND ADDING SUBPART 1 TO CHAPTER 2-104 (1st reading) – City Attorney Litchford read on caption. Mr. Litchford stated Council requested changes to this ordinance at the last meeting. Vice Mayor Tyler made the motion to approve Ordinance No. 1214, second Councilmember Witt. Councilmember Cagle made the motion to table Ordinance No. 1214 until further discussion, second Councilmember Ezell. Mayor Williams asked for roll call. Roll call: Vice Mayor Tyler – No, Councilmember Cagle – Yes, Councilmember Ezell – Yes, Councilmember Witt – No, Mayor Williams – No. Motion denied.

Councilmember Ezell made the motion to amend Ordinance No 1214 that a person can only sit on one board or commission, second Vice Mayor Tyler. Mayor Williams asked for roll call. Roll call: Vice Mayor Tyler – Yes, Councilmember Cagle – Yes, Councilmember Ezell – Yes, Councilmember Witt – No, Mayor Williams – Yes. Motion approved.

Mayor Williams asked for roll call on Ordinance No. 1214 as amended. The vote was unanimous. Motion approved.

RESOLUTION NO. 3641 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO ENTER INTO AN AGREEMENT WITH TRIANGLE 2 SOLUTIONS TO PERFORM A FEASIBILITY STUDY TO DETERMINE THE VIABILITY OF BUILDING A NEW YMCA FACILITY IN CAMP JORDAN PARK - City Attorney Litchford read on caption. City Manager Miller stated that he and the Mayor had met with YMCA representatives to discuss a potential presence of the YMCA at Camp Jordan. Before the YMCA can move forward to locate a new facility in Camp Jordan, they require a feasibility study to be commissioned by a third party known as Triangle 2 Solutions. This would be at a cost of \$21,500.00 with \$7,167 coming from the YMCA and \$14,333 from the City. Mr. Baron Herdelin-Doherty and a representative from Triangle 2 Solutions were in attendance to discuss this proposal. Councilmember Witt made the motion to approve Resolution No. 3641, second

Councilmember Ezell. There was no further discussion; therefore, Mayor Williams asked for roll call. The vote was unanimous. Motion approved.

RESOLUTION NO. 3642 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE MAYOR TO EXECUTE AN EXTENSION OF AN EMPLOYMENT AGREEMENT FOR J. SCOTT MILLER WITH REGARD TO THE POSITION OF CITY MANAGER – City Attorney Litchford read on caption. City Attorney Litchford read on caption. City Manager Miller stated that it was again time to extend his employment agreement if the Council was in agreement. The only requests are a three percent (3%) COLA that all other employees have received, and a one percent (1%) performance merit raise. Vice Mayor Tyler made the motion to approve Resolution No. 3642, second Councilmember Ezell. After discussion and stating how confident that they are as a council to have Mr. Miller as the City Manager, the Mayor asked for roll call. The vote was unanimous. Motion approved.

RESOLUTION NO. 3643 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL APPROVING A CONSENT LETTER AUTHORIZING THE CITY MANAGER TO COMMIT A LOCAL PORTION MATCH FOR CONSTRUCTION COST FOR THE SCRUGGS ROAD RECONSTRUCTION PROJECT – City Attorney Litchford read on caption. Mr. McAllister, Administrator of Economic and Community Development, is requesting that the Council approve a consent letter authorizing the City to commit 20% (Local Portion) of the construction costs for Scruggs Road Reconstruction. Vice Mayor Tyler made the motion to approve Resolution No. 3643, second Councilmember Witt. After some discussion, Mayor Williams asked for roll call. The vote was unanimous. Motion approved.

RESOLUTION NO. 3644 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AUTHORIZING THE CITY OF EAST RIDGE TO ACCEPT THE FY 2025 PUBLIC ENTITY PARTNERS “CYBER SECURITY PARTNERS” MATCHING GRANT PROGRAM – City Attorney Litchford read on caption. Mr. McAllister requested that Council approve the FY 24/25 Cyber Security Grant. This is a 50/50 grant. The total cost associated with the internal and external vulnerability scans are estimated to be \$3,800. Vice Mayor Tyler made the motion to approve Resolution No. 3644, second Councilmember Witt. Mayor Williams asked for roll call. The vote was unanimous. Motion approved.

RESOLUTION NO. 3645 – A RESOLUTION OF THE EAST RIDGE CITY COUNCIL AUTHORIZING THE CITY TO ENTER INTO A PARTNERSHIP AGREEMENT WITH D-BAT CHATTANOOGA – City Attorney Litchford read on caption. Director Skiles is asking for Council’s approval of Park & Recreation’s agreement with D-Bat. This will cover all three seasons of baseball and softball. Councilmember Witt made the motion to approve Resolution No. 3645, second Vice Mayor Tyler. Mayor Williams asked for roll call. The vote was unanimous. Motion approved.

Discussion of Tentative Agenda Items for the February 13, 2025 City Council Meeting.

Old Business

- A. ORDINANCE NO. 1214 – AN ORDINANCE TO AMEND ORDINANCE 1132 BY ADDING SUBPART E TO CHAPTER 2-101 AND ADDING SUBPART I TO CHAPTER 2-104 (2nd and final reading)**

New Business

- A. **RESOLUTION NO. ____** Use on review for off premise sign for Frawley Road Baptist Church - Chief Building Official Howell gave an update on the sign and where it would be located.
- B. **RESOLUTION NO. ____** Abandonment on Old Ringgold Road – Chief Building Official Howell explained that the road in question is located behind the Osborne Center and the developers have plans to use that area.
- C. **RESOLUTION NO. ____** Approval request for Infield Conditioning field grading bid.- Director Skiles stated that bids had been opened and that staff would present at the next council meeting.
- D. **Request to put the Food Truck Ordinance on the agenda.**

Summary Financial Statement of Revenues and Expenditures
Nov-24

Unaudited **Spent YTD** **41.67%**

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
110						
REVENUES						
31100	Property Taxes	6,657,579	557,502	516,395	7.76%	41.67%
31200	Property Taxes (Delinquent)	500,000	61,444	285,130	57.03%	41.67%
31610	Local Sales Tax - Co. Trustee	4,740,000	1,570,236	1,576,875	33.27%	41.67%
31611	Incremental State Sales Tax	8,597,436	7,397,436	7,902,012	91.91%	41.67%
31710	Wholesale Beer Tax	440,000	163,695	140,578	31.95%	41.67%
31800	State Net Allocation	300,000	25,043	23,492	7.83%	41.67%
31810	Minimum Business Licenses	10,000	2,377	1,034	10.34%	41.67%
31827	5% State Commission	30,000	808	1,643	5.48%	41.67%
31912	Cable TV Franchise Tax	196,000	49,508	43,026	21.95%	41.67%
31961	Liens Collected by Trustee	25,000	1,887	5,872	23.49%	41.67%
32120	Wrecker Licenses	350	0	0	0.00%	41.67%
32200	Alcoholic Beverage Tax	240,000	88,740	90,636	37.77%	41.67%
32210	Beer Licenses & Etc.	9,500	1,883	1,506	15.85%	41.67%
32220	Liquor Licenses	3,500	1,450	0	0.00%	41.67%
32225	Fireworks Fees/Permits	3,000	0	0	0.00%	41.67%
32226	Annual Fireworks Permit Fee	300	0	0	0.00%	41.67%
32227	Vacation Rental Fee	0	0	125	0.00%	41.67%
32610	Building Permits	225,000	38,196	34,537	15.35%	41.67%
32615	Fire Preventions/Permits	1,000	595	1,390	139.00%	41.67%
32620	Electrical Permits	30,000	8,272	10,562	35.21%	41.67%
32630	Plumbing Permits	15,000	7,245	7,034	46.89%	41.67%
32640	Natural Gas Permits	2,000	1,271	309	15.43%	41.67%
32650	Excavating Permits	8,000	7,200	400	5.00%	41.67%
32660	Zoning Permits	3,000	1,550	1,050	35.00%	41.67%
32671	Regular Sign Permits	3,500	1,525	640	18.29%	41.67%
32672	Temporary Sign Permits	300	0	0	0.00%	41.67%
32690	Plan Review Fees	100	0	0	0.00%	41.67%
32691	Tree Trimming Permits	100	30	0	0.00%	41.67%
32905	Other Code Fees	28,000	9,615	2,784	9.94%	41.67%
32960	Yard Sale Permits	200	20	70	35.00%	41.67%
32990	Mechanical Permits	20,000	10,217	6,590	32.95%	41.67%
33191	Appropriation St. of TN	300,000	300,000	300,000	100.00%	41.67%
33410	Police In-Service	37,600	0	0	0.00%	41.67%
33420	Police Bonus Sup.	0	0	30,400	0.00%	41.67%
33430	Fire In-Service	24,800	0	0	0.00%	41.67%
33490	Police Retention	0	0	12,000	0.00%	41.67%
33510	State Sales Tax	2,754,000	860,918	894,248	32.47%	41.67%
33511	Telecom Sales Tax	5,000	1,621	1,581	31.63%	41.67%
33512	Sportsbetting	38,000	16,569	19,861	52.26%	41.67%
33513	Occupcity Tax	1,500	618	654	43.58%	41.67%
33515	State Tax/Telecom	500	0	0	0.00%	41.67%
33530	State Beer Tax	10,680	5,340	5,089	47.65%	41.67%
33540	State Mixed Drink Tax	110,000	43,682	43,098	39.18%	41.67%
33552	State City Streets	40,565	13,537	13,494	33.26%	41.67%
33560	Seized/Awarded by State	0	0	0	0.00%	41.67%
33591	TVA Gross Receipts	266,004	67,915	67,326	25.31%	41.67%

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
33593	Corporate Excise Tax	6,000	0	0	0.00%	41.67%
34121	Clerks' Fees - Business Tax	2,000	840	630	31.50%	41.67%
34211	Accident Report Charges	2,000	691	958	47.90%	41.67%
34212	DL Reinstatement Fee	2,000	250	985	49.25%	41.67%
34221	Ridgeside Contract	121,268	48,585	50,528	41.67%	41.67%
34231	Police Services	1,000	882	3,311	331.05%	41.67%
34314	Mowing	9,800	0	0	0.00%	41.67%
34500	Donations New Shelter	5,000	1,000	2,560	51.20%	41.67%
34515	Rabies/Spay	500	105	0	0.00%	41.67%
34516	Registration	1,000	605	305	30.50%	41.67%
34517	Adoption	1,500	0	335	22.33%	41.67%
34518	Board & Impound Fees	1,000	140	255	25.50%	41.67%
34520	A/S Donations-Designated	1,000	300	100	10.00%	41.67%
34641	Indoor Soccer Income	188,760	98,445	124,437	65.92%	41.67%
34642	Community Center Income	43,000	23,815	28,308	65.83%	41.67%
34643	Outdoor Soccer Fees	81,320	38,970	43,461	53.44%	41.67%
34644	Baseball Fees	41,550	16,376	10,445	25.14%	41.67%
34645	Softball Fees	28,510	9,360	13,685	48.00%	41.67%
34646	Gate	30,000	17,597	24,494	81.65%	41.67%
34647	McBrien Complex	0	0	0	0.00%	41.67%
34648	Adult League - Softball	30,000	15,715	18,300	61.00%	41.67%
34649	Concerts/Events	10,000	715	6,514	65.14%	41.67%
34651	Arena	145,000	66,023	80,005	55.18%	41.67%
34652	Pavilion Rental	22,000	8,639	8,885	40.39%	41.67%
34653	Track Rental	2,000	32	645	32.25%	41.67%
34654	Field Rental	62,000	28,010	46,961	75.74%	41.67%
34655	Amphitheater	16,000	10,670	7,000	43.75%	41.67%
34656	Concessions	50,000	20,754	37,813	75.63%	41.67%
34657	Overnight - Rv Rental	24,000	7,797	11,736	48.90%	41.67%
34658	Tournament Team Fees	4,000	2,345	1,719	42.98%	41.67%
34712	Sponsorship/Parks & Rec	5,000	1,700	9,880	197.60%	41.67%
34720	Football Gate	5,000	4,939	3,702	74.04%	41.67%
34751	Basketball Gate	20,000	0	0	0.00%	41.67%
34742	Basketball Player Fees	22,850	16,465	0	0.00%	41.67%
34743	Football Player Fees	23,530	12,303	16,170	68.72%	41.67%
34744	Photography	1,200	0	0	0.00%	41.67%
34745	Vending/Concessions	15,000	12,962	2,950	19.67%	41.67%
34746	Cheerleading	2,270	940	2,750	121.15%	41.67%
34747	Rent-Arena Equipment	25,000	13,567	25,648	102.59%	41.67%
34749	Soccer Field Rentals	80,000	34,368	33,749	42.19%	41.67%
34760	Library Charges	1,000	330	520	51.96%	41.67%
34761	Library - Copies	1,000	423	286	28.56%	41.67%
34794	C Center M. Fees	1,000	0	325	32.50%	41.67%
35100	Court Fines & Costs	325,000	115,539	133,570	41.10%	41.67%
35110	Forfeiture of Bond	0	0	0	0.00%	41.67%
35120	Public Defender Fees	0	0	0	0.00%	41.67%
35150	Diversion Filing	0	0	0	0.00%	41.67%
36100	Interest Earnings	6,500	4,222	8,129	125.06%	41.67%
36211	Rent - Cell Tower	12,925	35,385	5,385	41.67%	41.67%
36310	Sale of Land	0	0	0	0.00%	41.67%
36330	Sale Of Equipment	10,000	0	0	0.00%	41.67%
36350	Insurance Recoveries	50,000	41,643	22,717	45.43%	41.67%

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
36901	Pipes/Culverts	3,000	0	687	22.90%	41.67%
36902	Damages- Traffic C.	0	0	0	0.00%	41.67%
36903	Christmas Parade	600	595	550	91.67%	41.67%
36905	Police - Sale of Surplus	15,000	4,343	0	0.00%	41.67%
36906	Fire - Sale of Surplus	5,000	766	0	0.00%	41.67%
36990	Miscellaneous Revenues	25,000	1,905	1,819	7.28%	41.67%
36992	Hamilton County	0	0	0	0.00%	41.67%
37200	AHO - Fines/Court Costs	0	0	424	0.00%	41.67%
	Use of Fund Balance	0	942,849	2,961,213	0.00%	41.67%
	Total Revenues	27,265,597	12,981,849	15,796,286	43.62%	41.67%
EXPENDITURES						
41000	General Government	1,410,855	962,121	1,051,077	74.50%	41.67%
41100	Administrative	1,186,508	422,348	524,572	44.21%	41.67%
41111	City Council	119,117	50,312	53,787	45.16%	41.67%
41210	Municipal Court	430,074	149,380	162,334	37.75%	41.67%
41520	City Attorney	136,875	41,224	38,711	28.28%	41.67%
41800	Buildings & Grounds Maintenance	354,585	112,380	146,748	41.39%	41.67%
41900	City Hall Complex	56,500	20,398	26,443	46.79%	41.67%
42100	Police	2,627,428	946,136	1,531,828	58.30%	41.67%
42121	Criminal Investigation	962,325	246,437	428,340	44.51%	41.67%
42123	Patrol	2,728,973	1,183,452	1,365,084	50.02%	41.67%
42125	School Resource	349,475	1,751	119,771	34.27%	41.67%
42125	Traffic Division	356,976	77,795	19,052	5.34%	41.67%
42200	Fire Department	4,532,341	1,715,123	2,508,318	55.34%	41.67%
42400	Building/Planning/Zoning	663,399	327,718	272,089	41.01%	41.67%
43110	Highway And Street	582,500	255,477	229,407	39.38%	41.67%
43120	Traffic Control & Street Markers	310,121	180,270	154,453	49.80%	41.67%
43170	Transfer Station/Brush Pit/Fleet	12,100	5,627	7,808	62.90%	41.67%
44140	Animal Control	375,709	131,625	174,644	46.48%	41.67%
44410	Parks and Recreation	1,169,777	491,085	493,143	42.16%	41.67%
44420	Multi-Purpose Recreation Bldg	324,649	123,427	133,759	41.20%	41.67%
44430	Community Center	302,548	116,265	108,376	35.82%	41.67%
44450	McBrien Complex	1,200	456	691	57.57%	41.67%
44610	Soccer - Recreation	69,400	22,907	44,301	63.83%	41.67%
44620	Soccer - Indoor	108,200	26,669	6,059	5.60%	41.67%
44630	Baseball/Softball	83,400	36,899	34,162	40.96%	41.67%
44640	Football/Cheer	26,550	17,086	8,605	32.41%	41.67%
44650	Adult Softball	39,250	20,598	21,936	55.89%	41.67%
44700	Basketball	29,050	0	231	0.80%	41.67%
44800	Libraries	296,906	109,825	116,600	39.27%	41.67%
44810	History Museum	560	655	315	56.19%	41.67%
46500	Community Development Programs	10,000	3,863	0	0.00%	41.67%
47200	Economic Development	8,224,869	5,182,540	6,013,643	73.12%	41.67%
49100	Debt Service	106,720	0	0	0.00%	41.67%
49400	Capital Projects - Transfer Out	276,657	0	0	0.00%	41.67%
	Total Expenditures	28,265,597	12,981,849	15,796,286	55.89%	41.67%
Total	General Fund		0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
121 State Street Aid						
REVENUES						
33450	State Grant - TIP Funds	0	223	0	0.00%	41.67%
33460	State Grant - HIP Funds	234,000	11,262	3,752	1.60%	41.67%
33550	2017 Gas Tax Improve	200,000	50,840	35,369	17.68%	41.67%
33551	State Gasoline And Motor Fuel Tax	570,000	198,862	90,404	15.86%	41.67%
33558	City Transport Mod Tax (Electric)	1,000	0	1,505	150.46%	41.67%
36100	Interest Earnings	200	73	70	3.00%	41.67%
36330	Sale of Equipment	0	0	0	0.00%	41.67%
	Use of Fund Balance	294,038	0	0	0.00%	41.67%
	Total Revenues and Other Sourc	1,299,238	261,261	131,100	13.04%	41.67%
EXPENDITURES						
43190	State Street Aid	2,919,949	127,442	57,941	4.46%	41.67%
	Total Expenditures	1,299,238	127,442	57,941	4.46%	41.67%
Total	State Street Aid Fund	0	133,819	73,159		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
122 Grant Fund						
REVENUES						
33109	CSX Transportation Grant - 2022	0	0	0	0.00%	41.67%
33114	TML Driver Safety Grant	4,000	0	0	0.00%	41.67%
33120	TDOT 2015 Multi Modal Grant	0	0	0	0.00%	41.67%
33425	Aquatic Stream Clean Grant	1,000	0	0	0.00%	41.67%
33493	TML Safety Grant	3,000	0	0	0.00%	41.67%
36100	Interest Earnings	0	1	1	0.00%	41.67%
36420	Police Traffic Safety Grant	0	0	0	0.00%	41.67%
36421	TN AM Grants	0	0	1,000	0.00%	41.67%
36423	Animal Foundation Grants	425	425		0.00%	41.67%
36711	Safety Conservation Grant	4,000	0		0.00%	41.67%
36920	THS089-Police	0	0		0.00%	41.67%
36921	Homeland Security - Police	0	0		0.00%	41.67%
36922	Homeland Security - Fire	0	0		0.00%	41.67%
36925	Violent Crime Intervention Grant	0	0		0.00%	41.67%
	Use of Fund Balance	6,575	55,341	23,712	0.00%	41.67%
	Total Revenues and Other Sources	19,000	55,767	1,001	0.00%	41.67%
EXPENDITURES						
43150	Grants	19,000	55,767	24,713	1.58%	41.67%
	Total Expenditures	19,000	55,767	24,713	1.58%	41.67%
Total	Grant Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
127 Drug Fund						
REVENUES						
33197	Federal/State Grants	10,000	6,175	6,789	67.89%	41.67%
33560	Seized/Awarded by State	35,000	23,575	2,100	6.00%	41.67%
35200	Drug Fines	20,000	5,943	2,500	12.50%	41.67%
35400	Sale of Confiscated Property	0	0	0	0.00%	41.67%
36990	Misc. Revenues	0	500	0	0.00%	41.67%
	Use of Fund Balance	139,402	0	27,323	0.00%	41.67%
	Total Revenues and Other Sources	204,402	36,193	38,712	17.52%	41.67%
EXPENDITURES						
42129	Drug Investigation and Control	204,402	5,605	38,712	18.94%	41.67%
	Total Expenditures	204,402	5,605	38,712	18.94%	41.67%
Total	Drug Investigation Fund	0	30,588	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
130 Economic Development Fund						
REVENUE						
31611	Inc. Sales Tax (BR)	8,174,869	5,155,927	5,294,688	73.39%	41.67%
33191	Direct App. - State	0	0	0	0.00%	41.67%
36100	Interest Earnings	0	2	3	0.00%	41.67%
	Transfer In	0	0	0	0.00%	41.67%
	Use of Fund Balance	0	0	0	0.00%	41.67%
	Total Revenues and Other Sourc	8,174,869	5,155,929	5,294,691	73.39%	41.67%
EXPENDITURES						
	Economic Development	6,787,697	5,012,177	5,294,688	78.00%	41.67%
	Debt Payment	1,387,172	0	0	0.00%	41.67%
	Total Expenditures	8,174,869	5,012,177	5,294,688	78.00%	41.67%
Total	Economic Development Fund	0	143,752	3		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
131 Solid Waste Fund						
REVENUES						
33190	FEMA/TEMA 2021	0	0	0	0.00%	41.67%
34415	Delinquent Fees	0	0	8,468	0.00%	41.67%
34416	Sanitation Fees	1,580,200	86,614	113,969	7.21%	41.67%
34418	Extra Cans	1,500	360	720	48.00%	41.67%
34420	Dumpster Rentals	9,000	1,600	3,120	34.67%	41.67%
34422	Recycling - Transfer Station	4,000	2,035	2,380	59.49%	41.67%
34426	Sale Of Mulch	100	0	88	88.00%	41.67%
34430	Refuse Collection And Disposal	2,500	466	437	17.48%	41.67%
36330	Sale of Equipment	0	0	0	0.00%	41.67%
36350	Insurance Recoveries	0	0	0	0.00%	41.67%
	Use of Fund Balance	44,296	869,026	559,690	0.00%	41.67%
	Total Revenues and Other Sources	1,641,596	960,101	688,872	8.09%	41.67%
EXPENDITURES						
43200	Solid Waste	1,641,596	960,101	688,872	41.96%	41.67%
	Total Expenditures	1,641,596	960,101	688,872	41.96%	41.67%
Total	Solid Waste Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
212 Debt Service Fund						
REVENUES						
31920	Room Occupancy Tax	750,000	256,302	331,072	44.14%	41.67%
36100	Interest Earnings	50,000	43,070	32,107	64.21%	41.67%
37940	Transfer In	1,731,833	0	0	0.00%	41.67%
	Use of Fund Balance	0	534,832	215,224	0.00%	41.67%
	Total Revenues and Other Sourc	2,531,833	834,204	578,403	14.34%	41.67%
EXPENDITURES						
49111	Camp Jordan - Phase Two - 2020	144,525	125,282	126,948	87.84%	41.67%
49114	Refunding Bond Issue - 2021	681,963	88,381	78,481	11.51%	41.67%
49300	Series 2022 Bond Issue	725,717	398,033	0	0.00%	41.67%
49310	2015 - Exit One/Capital Projects	206,813	66,938	65,906	31.87%	41.67%
49320	Capital Projects - Series 2024	0	0	151,311	0.00%	41.67%
49410	Public Safety Capital Outlay Note	0	0	0	0.00%	41.67%
49411	Public Safety Capital Outlay Note	0	0	0	0.00%	41.67%
49412	Public Safety - Lease Purchase	43,795	0	0	0.00%	41.67%
49413	Public Safety - Capital Outlay Note	105,508	102,041	102,227	96.89%	41.67%
49414	Public Safety - Lease Purchase	53,530	53,530	53,530	100.00%	41.67%
	Total Expenditures	1,961,851	834,204	578,403	29.48%	41.67%
Total	TML Loan Fund	569,982	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
341 Capital Improvement Fund						
REVENUES						
33113	LPRF 2024 - C. CENTER	0	0	14,400	0.00%	41.67%
33120	2015 Multi Modal	0	0	0	0.00%	41.67%
36100	Interest	0	0	105,115	0.00%	41.67%
36421	TN Am Water Grant	0	0	0	0.00%	41.67%
36915	Bond Proceeds	12,000,000	1,448,554	762,613	6.36%	41.67%
36990	Misc. Revenues	0	0	0	0.00%	41.67%
36992	Hamilton County	1,000,000	0	0	0.00%	41.67%
37940	Operating Transfers - Other Funds	276,657	0	0	0.00%	41.67%
	Use of Fund Balance	176,319	395,038	1,224,532	0.00%	41.67%
	Total Revenues and Other Sourc	13,452,976	1,843,592	2,106,660	6.64%	41.67%
EXPENDITURES						
41100	Administrative	0	0	2,670	0.00%	41.67%
41800	Bldg/Grounds Maint.	400,000	188,196	98,919	24.73%	41.67%
41900	City Hall Complex	0	0	15,497	0.00%	41.67%
41920	Multi Purpose Pavillion	6,000,000	0	81,050	1.35%	41.67%
43110	Multi Modal Project	0	1,367,875	422,550	0.00%	41.67%
43121	N. Mack Smith	4,500,000	163,851	76,982	1.71%	41.67%
43122	Resurfacing Projects	937,976	1,800	0	0.00%	41.67%
43123	Park Ridge Access Road	0	0	0	0.00%	41.67%
44410	Parks & Recreation	1,440,000	0	1,287,449	89.41%	41.67%
44421	Splash Pad/Playground	0	0	0	0.00%	41.67%
44423	Dog Park - Town Center	0	0	0	0.00%	41.67%
44424	Animal Shelter Building	0	69,250	0	0.00%	41.67%
44425	Dickert Pond Pier	0	32,622	9,957	0.00%	41.67%
44426	Fuel Tank-Public Safety	125,000	0	0	0.00%	41.67%
44430	C Center Upgrad	0	0	98,115	0.00%	41.67%
44450	McBrien Complex	0	0	7,500	0.00%	41.67%
46511	Community Development	50,000	20,000	5,971	11.94%	41.67%
	Total Expenditures	13,452,976	1,843,592	2,106,660	15.66%	41.67%
Total	Capital Projects Fund	0	0	0		

FISCAL YEAR ENDING 06/30/2025		Year-To-Date by Amount			Variance	
Account	Description	BUDGET	FY 2024	FY 2025	YTD	Avg Yr %
410 ARPA Fund						
REVENUES						
37940	Transfer In	0	0	0	0.00%	41.67%
	Use of Fund Balance	436,171	4,142,192	879,564	0.00%	41.67%
	Total Revenues and Other Sources	436,171	4,142,192	879,564	0.00%	41.67%
EXPENDITURES						
44424	Animal Shelter Facility	0	0	879,564	0.00%	41.67%
46490	Stormwater Projects - Ringgold Road	436,171	1,980	0	0.00%	41.67%
	Total Expenditures	436,171	1,980	879,564	191.77%	41.67%
Total	Capital Projects Fund	0	3,142,192	2,262,628		

SURPLUS ITEMS

DEPARTMENT: Fire Department _____

DATE: 02-11-2025 _____

QTY	DESCRIPTION (Make, Model, Year if vehicle)	SERIAL#/ OR VIN#	CITY INV #	REASON FOR SURPLUS
1	500lb. Propane Tank, From old Station 2.			Unused, obstacle with potential hazardous substance.

Items valued at \$500 or less when purchased do not need to be declared surplus.

ORDINANCE NO. 1214



BRIAN WILLIAMS
Mayor

JACKY CAGLE
Councilmember

ANDREA WITT
Councilmember

DAVID TYLER
Vice Mayor

JEFFREY EZEL
Councilmember

J. SCOTT MILLER
City Manager

City of East Ridge

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

MEMORANDUM

TO: City Council

FROM: Mark Litchford, City Attorney

DATE: February 10, 2025

RE: Ordinance 1214 (which amends Ordinance 1132)

At the last City Council meeting on January 23, 2025, the City Council approved on first reading Ordinance 1214 to amend Ordinance No. 1132 to effectuate the following:

1. Prohibiting any member of the City Council from being appointed to any city governed board, committee or commission (unless otherwise required by applicable law); and
2. Retroactive application so as to immediately require the removal of any member(s) of a City governed board, commission, or committee that is serving as a member of the City Council.
3. Reducing the number of boards or commissions that an eligible person may serve on from two (2) down to one (1).

Attached is a draft of proposed Ordinance No. 1214 which, if adopted after 2 reading, would amend Ord. 1132 as set forth in the attached draft.

ORDINANCE NO. 1214

**AN ORDINANCE TO AMEND ORDINANCE 1132 BY
AMENDING SUBPART D AND ADDING A NEW
SUBPART E TO CHAPTER 2-101 AND ADDING A
NEW SUBPART I TO CHAPTER 2-104**

WHEREAS, on August 13, 2020, the East Ridge City Council adopted Ordinance No. 1132 which promulgated certain board, committee and/or commission conditions and requirements; and

WHEREAS, the City Council desires to amend Ordinance 1132 to add additional conditions on membership to any City governed board, committee and/or commission; and

WHEREAS, the City Council intends for this Ordinance to be effective as to all boards, committees and/or commissions unless otherwise provided for by the East Ridge City Charter, state or other superior law.

NOW THEREFORE, be it resolved by the City Council for the City of East Ridge as follows:

SECTION 1. That Title 2, Chapter 101 (“Appointment Process”) be amended by reducing the number of boards from two (2) down to one (1) and adding a new subpart (e) so that Title 2, Chapter 101 sets forth as follows:

d) An eligible person may not serve on more than one (1) City board or commission at any given time.

e) No member of the East Ridge City Council is eligible, nor shall be considered eligible, to be appointed on any City governed board, committee, or commission, unless otherwise provided by the East Ridge City Charter, state or other superior law. Nothing contained in this subpart shall prohibit a former City Council member from being eligible to be appointed on any City governed board, committee, or commission; provided, however, said individual must otherwise comply with all other requirements set forth in this Chapter and all other applicable rules, regulations and laws.

SECTION 2. That Title 2, Chapter 104 (“Vacancies and Removals”) be amended by adding a new subpart (i) so that Title 2, Chapter 104 sets forth as follows:

i) Is elected or appointed as a member of the East Ridge City Council, in which case removal from a respective city board under this subpart (i) shall be automatic without the need of any vote, and such removal shall be effective upon the commencement of such person’s term as a member of the East Ridge City Council.

SECTION 3. That this Ordinance shall take effect immediately upon becoming law, the public welfare requiring it. Sections 1 and 2 shall have retroactive application as of December 6, 2024.

BE IT FURTHER AND FINALLY ORDAINED, that this Ordinance takes effect immediately after its passage, the public welfare of the City requiring it.

Passed on First Reading _____, 2025

Passed on Second Reading _____, 2025

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney

ORDINANCE NO. 1215

AGENDA MEMORANDUM

Road Abandonment

Date: February 13th, 2025

Submitted by:

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

Michael Howell, Chief Building Official

SUBJECT:

Brad Shumpert with Urban Story Ventures, petitioned the East Ridge planning commission to abandon the right of way within the 3600 block and a part of the 3700 block of Old Ringgold Road (Tax Map Parcel ID's 168D- F-001, 168D-F-001.01, 168D-F-002, 168D-J-031, 168D-J-032, 168D-J-033, 168D-J-034 and 168D-J-037.)

The proposed abandonment of Old Ringgold Road is approximately 682.79 feet in length and 30 feet in width.

This request is part of the redevelopment plan for the Osbourn Shopping Center creating a paved public walkway, providing easy access for pedestrians to various dining and retail options.

The East Ridge Planning Commission has approved the request, and Brad Shumpert is now seeking to move the abandonment proposal forward to the City Council for review and approval.

ORDINANCE NO. 1215

**AN ORDINANCE OF THE OF THE EAST RIDGE CITY COUNCIL
ABANDONING A PORTION OF RIGHT-OF-WAY WITHIN THE
3600 BLOCK AND PART OF THE 3700 BLOCK OF OLD
RINGGOLD ROAD, TAX MAP PARCEL ID'S 168D-F-001, 168D-F-
001.01, 168D-F-002, 168D-J- 031, 168D-J-032, 168D-J-033, 168D-J-034
AND 168D-J-037**

WHEREAS, Section 2.15 of the Corporate Powers of the East Ridge City Charter empowers the City of East Ridge to establish, open, relocate, and vacate real property, including public streets, public sidewalks, and public alleys; and

WHEREAS, the Applicant, Brad Shumpert representing Urban Story Ventures, has submitted an application for abandonment to the Hamilton County Regional Planning Agency in accordance with T.C.A. §13-4-104 for mandatory referral related to the following properties:

**TAX MAP PARCEL ID'S 168D-F-001, 168D-F-001.01, 168D-F-002,
168D-J- 031, 168D-J-032, 168D-J-033, 168D-J-034 AND 168D-J-037**

WHEREAS, the portion of the right-of-way to be abandoned is attached hereto as Exhibit A; and

WHEREAS, the East Ridge Planning Commission held a public hearing on this matter on January 15, 2025 where it reviewed the Applicant's application and heard and considered all statements concerning the petition; and

WHEREAS, after conducting and closing the public hearing, the Commission voted to recommend approval of the application to the City Council; and

WHEREAS, it has been properly advertised in a paper of general circulation in the City of East Ridge that an application has been submitted to the City Council of the City of East Ridge to abandon a right-of-way located in the 3600 block and part of the 3700 block of Old Ringgold Road as depicted in Exhibit A; and

WHEREAS, notices of the public hearing before the City Council of the City of East Ridge have been served upon all property owners in the City in accordance with applicable law; and

WHEREAS, the East Ridge City Council held a public hearing on February 13, 2025 at which time all interested parties were given an opportunity to be heard; and

WHEREAS, the City Council, after consideration of recommendations of the RPA staff are of the opinion that it is proper, necessary and in the best interests of the health, safety, morals and general welfare of the City to abandon the right-of-way in the 3600 block and part of the

3700 block of Old Ringgold Road as reviewed and approved by the Planning Commission and to transfer the unrestricted title and use of the abandoned portion to Urban Story Ventures.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, as follows:

Section 1. That the right-of-way located in the 3600 block and part of the 3700 block of Old Ringgold Road as depicted in Exhibit A hereto is abandoned and the City does henceforth abandon, relinquish, and quitclaim any and all title it may have, either legal or equitable, in the underlying right-of-way to Urban Story Ventures, TAX MAP PARCEL ID'S 168D-F-001, 168D-F-001.01, 168D-F-002, 168D-J-031, 168D-J-032, 168D-J-033, 168D-J-034 AND 168D-J-037

Section 2. The Mayor is hereby authorized to execute any and all deeds, documents, or agreements to transfer the said underlying right-of-way in accordance herewith, subject to the review and approval of the City Attorney.

BE IT FURTHER AND FINALLY ORDAINED, that this Ordinance takes effect immediately after its passage, the public welfare of the City requiring it.

Passed on First Reading _____, 2025

Passed on Second Reading _____, 2025

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney



Closure/Abandonment Application Form

CASE NUMBER: MR 2025-0013				Date Submitted: 1/18/2024			
<i>Sections 1-7 below to be filled out by Applicant- RPA staff will assist, if needed</i>							
1 Applicant Request (Mandatory Referral per TCA 13-4-104)							
Closure/Abandonment		Alley		x Street		Other	
x Open		Unopened		x Improved		Unimproved	
2 Property Information							
Closure area 20,483 sq ft				Length/Width: 682.79 x 30			
				Beginning: NE Corner 168D-F-001.01		Ending: 75' NW of NW corner 168D-F-001	
Block ranges of closure: The 3600 blk and part of the 3700 blk of Old Ringgold Rd				Tax map parcels: 168D-F-001, 001.01, 002 168D-J-031 thru 034, 037			
3 Proposed Development							
Reason for Request and/or Proposed Use:		Mixed use commercial hub promenade. Easy walkable access to dining and retailers					
4 Site Characteristics							
Current Zoning:		C-2, Convenience Commercial					
Current Use:		Right of way					
5 Applicant Information							
Name: Brad Shumpert of Urban Story Ventures							
Address (street, city state, zip): 735 Broad St, Suite 600, Chattanooga, TN 37402							
Phone: (870) 243-4378				Email: brad.shumpert@urbanstoryventures.com			
Primary Contact (if different than applicant information):							
Address (street, city state, zip):							
Phone:				Email:			
← If the Applicants Information is the same as the Property Owners, please check the box to the left.							
6 Property Owner Information <i>Only fill out this section if applicant is <u>not</u> the property owner. RPA requires a signed Owner Authorization form from the property owner. Property Owner Authorization Forms are available through the RPA.</i>							
Name: James K. White III with East Ridge Shopping Center, GP							
Address (street, city state, zip): P. O. Box 1678, Chattanooga, TN 37402							
Phone: 561-632-1265				Email: jimmy.white@urbanstoriesventures.com			
7 Applicant Signature and Consent							
By signing below, I verify that am the property owner, or have been authorized to act as an agent on behalf of the applicant or owner. I have read and understand the information provided in the RPA Application Policy, and agree to adhere to the policies of the RPA and responsibilities of the applicant as outlined.							
Signature: _____				Date: _____			
Office Use Only:							
Checklist							
x Application		x Site Plan		x Ownership Authorization			
x Property Cards		x Deeds		x Plats			
x Application Fee: \$350		Cash		x Credit		Check	
x Notice signs		Number of notice signs: 2					
Municipality: East Ridge		Planning District: 6		Neighborhood: None			
County Commission District: 8		City Council District: 0					
PC meeting date: East Ridge		Application processed by: Jennifer Ware					
Staff Recommendation :		PC Action/Date:		Legislative Action/Date/Ordinance:			

The width of the R.O.W. is 30' wide. There is WWTA sewer in the R.O.W., but it is unclear if any other utilities are present. A sewer easement will need to be provided.

The R.O.W. is currently open to traffic; potential for future use is limited. All adjacent properties have access from either Ringgold Road or Weldon Drive; alternative bypass streets are already available if needed. Parking is provided on-site.

The R.O.W. contains a two lane asphalt street, no curb, and no sidewalk, and the pavement condition appears to be good. The topography/grade does not impede the potential of a right-of-way for vehicles, bicycles, or pedestrians, and the closure and abandonment will not landlock any property.

Due to the location of the street in the overall grid, no replacement should be needed. This R.O.W. provides limited utility. No parcels have their primary frontage along the right-of-way; Ringgold Road provides more direct vehicular and pedestrian access.

Southeast real estate development group Urban Story Ventures is redeveloping "Tennessee's First Shopping Center," which sits on a 13-acre property stretching across both sides of the high-traffic secondary road Ringgold Road. The developer, known for restoring properties that have seen better days and reimagining properties for their highest and best use, has a strategic site plan to transform this up-and-coming high traffic area into a vibrant mixed-use commercial hub. Examples of prospective tenants include regional clothing and household goods retailers, national sports and fitness centers, trending family entertainment complexes, and a variety of restaurants and bars. When identifying infrastructure needs to carry out the vision of breathing new life into the area and bringing in new patrons and businesses, the development team saw real opportunity in converting the use of Old Ringgold Road, a lesser-traveled road that runs parallel to Ringgold Road. The new site plan recommends the City abandon the right of way, as identified in Exhibit F, to convert the street into a promenade, where patrons can shop, eat, drink, and visit the new hub with easy access to new restaurants and retailers in a safe, comfortable, and relaxing environment. Think of streets that are pedestrian and bike friendly, streets that are lined with outdoor patios and shops to draw in locals and visitors, and areas that are activated year-round. The developer envisions collaborating with both the City of East Ridge on identifying areas of opportunity for activation. Abandoning the right of way on Old Ringgold Road in the identified area will be another step forward in revitalizing this new hot spot.

**Chattanooga-Hamilton County Regional Planning Agency
PLANNING COMMISSION STAFF REPORT**

CASE NUMBER: MR2025-0013	PROPERTY OWNER: James K. White, East Ridge Shopping Center, GP	APPLICANT: Brad Shumpert, Urban Story Ventures
JURISDICTION: East Ridge	PROPERTY ADDRESS: 3600 block and part of the 3700 block of Old Ringgold Road	TAX MAP PARCEL ID: 168D-F-001, 001.01, 002 168D-J-031 thru 034, 037
SUMMARY OF REQUEST: Requesting the abandonment of a right-of-way for a mixed-use hub promenade with easy walkable access to dining and retailers.		

PROPERTY DESCRIPTION

ROAD STATUS Opened	IMPROVEMENT STATUS Improved	R.O.W DIMENSIONS 682.79' x 30'
LOCATION Beginning at the NE corner of Tax Map 168D-F-001.01 and ending 75' NW of the NW corner of Tax Map 168D-F-001	NATURAL RESOURCES N/A	PRESENCE OF UTILITIES There is a WWTA sewer in the R-O-W but it is not known if there are any utilities present. A sewer easement will need to be provided if the R-O-W abandonment is approved.

ZONING, REGULATIONS & POLICIES

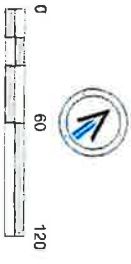
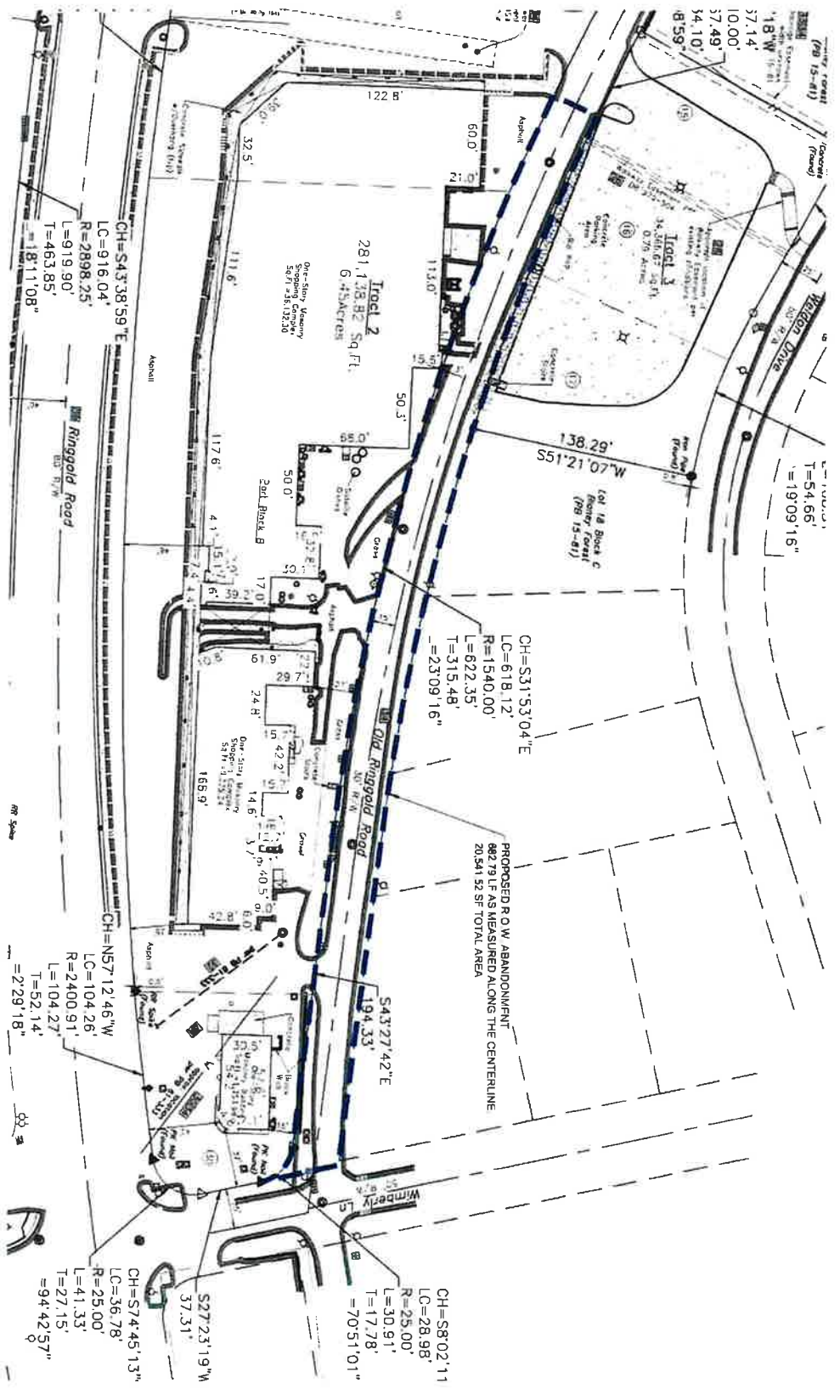
ZONING HISTORY	<ul style="list-style-type: none"> The R-O-W is zoned R-1 and C-2. Case 1995-0091 rezoned the subject property from C-2 to C-6 (Ordinance #590).
REGULATIONS	Tennessee Code Annotated (13-4-104) requires the Planning Commission to review the widening, narrowing, relocation, vacation, change in use, acceptance, acquisition, sale or lease of any street or public way, ground, place, property or structure within municipalities.

OTHER DEPARTMENT COMMENTS

No other department provided comments for this case.

DISCUSSION OF STAFF RECOMMENDATION

<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> See Comments	THE R-O-W PROVIDES EXISTING OR POTENTIAL SERVICE OR ACCESS TO ADJACENT PROPERTIES The right-of-way is open and paved. It provides rear access to multiple commercial buildings that front Ringgold Road and their associated parking lots. It also provides service for delivery and dumpster trucks to access the back of the buildings.
<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> See Comments	THE CLOSURE WILL NOT LAND-LOCK ANY PROPERTY All adjacent properties have frontage along Ringgold Road, Wimberly Lane, or Weldon Drive.
<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> See Comments	TOPOGRAPHY, GRADE OR OTHER NATURAL RESOURCES ON SITE There are no steep slopes or floodplain in the right-of-way.



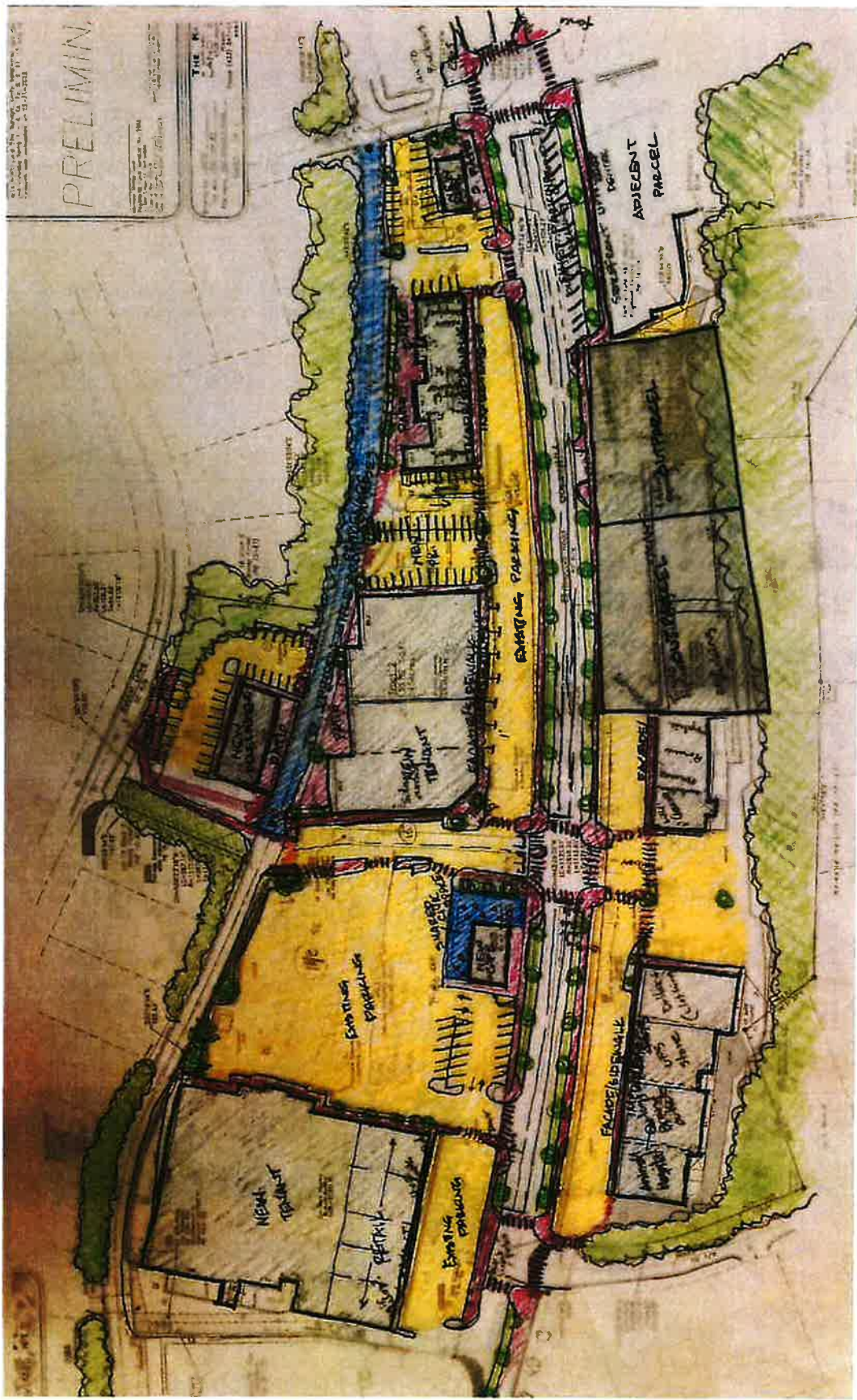
ROW ABANDONMENT
FOR
RINGGOLD ROAD

255 * 1802c T11



EXHIBIT

EX1.0
XX-XXXX



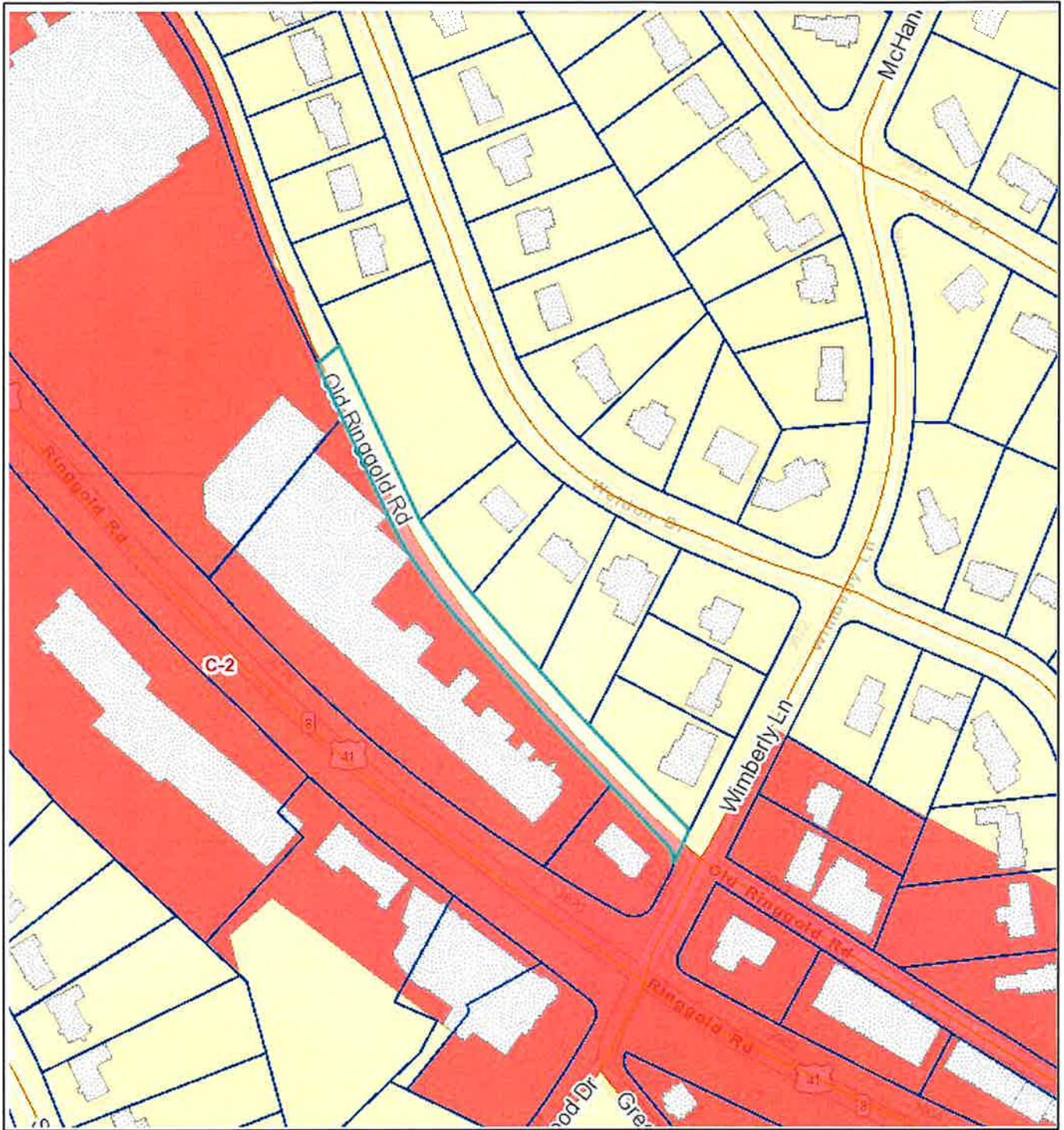
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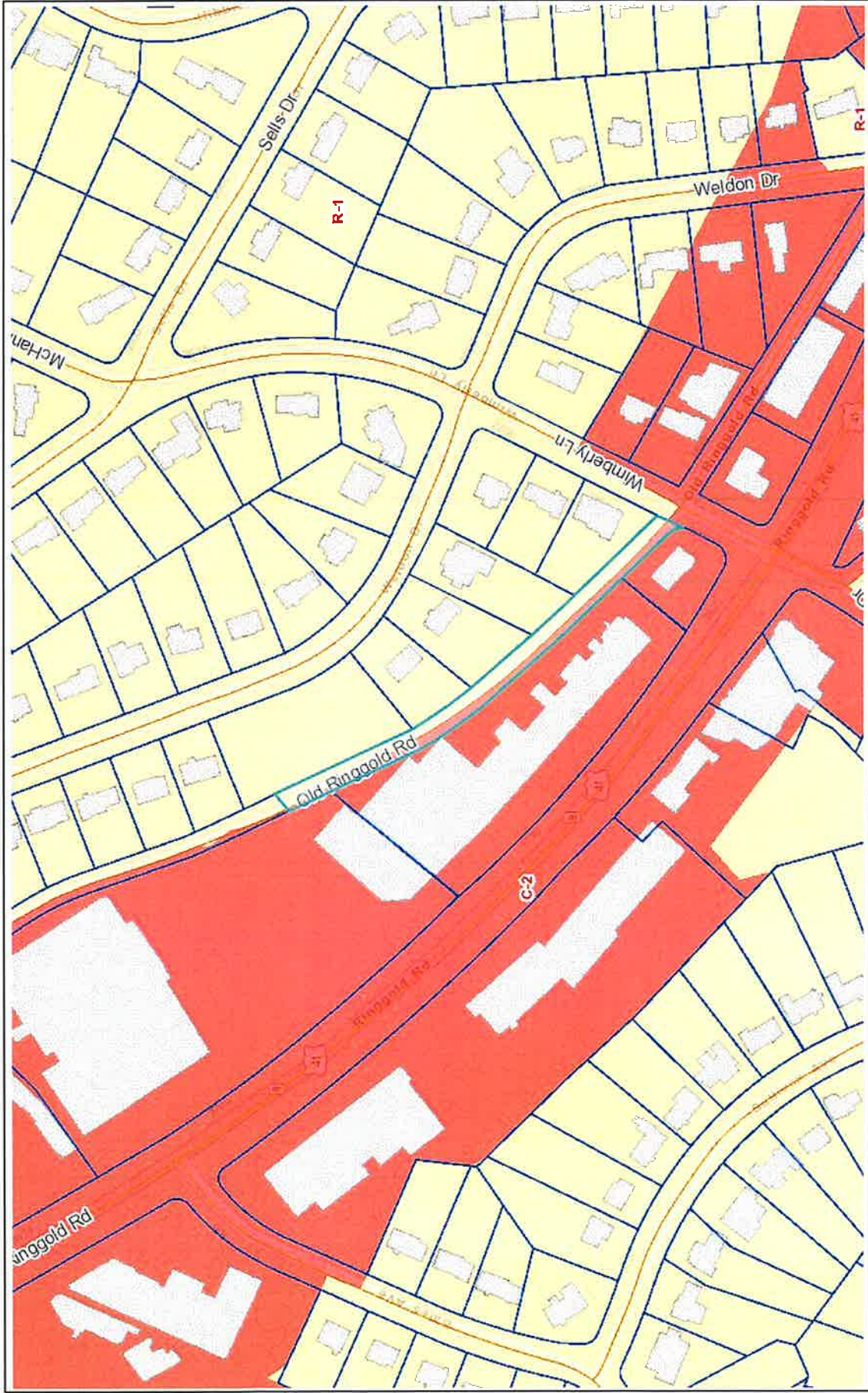


Parcel #	Address	Property Owner	Deed Book/Page
168D F 001	3801 Ringgold Rd, Chattanooga, TN 37412	East Ridge Shopping Center, GP	13345 / 322
168D F 001.01	3839 Ringgold Rd, Chattanooga, TN 37412	East Ridge Shopping Center, GP	13345 / 322
168D J 031	Old Ringgold Rd, Chattanooga, TN 37412	East Ridge Shopping Center, GP	13345 / 322
168D J 032	3634 Weldon Dr, Chattanooga, TN 37412	Oliver, James II & Jama	11944 / 660
168D J 033	3636 Weldon Dr, Chattanooga, TN 37412	Stateline Properties, LLC	9829 / 469
168D J 034	3638 Weldon Dr, Chattanooga, TN 37412	TNT Living Trust	13592 / 799
168D J 037	3626 Wimberly Ln, Chattanooga, TN 37412	Broome, Grover	12627 / 267
168D-F-002	3715 Ringgold Rd, Chattanooga, TN 37412 (Added after clarifying with Applicant)	East Ridge Shopping Center GP	13457/511

MR 2025-0013 Abandonment



MR 2025-0013 Abandonment



MR 2025-0013 Abandonment



MR 2025-0013 Abandonment







PLANNING NOTICE

Case No. MB 2025-013, Brad Shumpert

Before the Chattanooga Hamilton County Regional Planning Commission

FOR: Street Closure/Abandonment

East Ridge Planning Commission
City Hall, 1517 Tombras Avenue,

Date: June 15, 2025 Time: 5:30 PM

(423) 867-7711

Notice: This notice is posted to inform the public of a proposed project. The project is subject to review and approval by the Chattanooga Hamilton County Regional Planning Commission. The project may be modified or cancelled at any time. For more information, please contact the Chattanooga Hamilton County Regional Planning Commission at (423) 867-7711.



RESOLUTION NO. 3646

AGENDA MEMORANDUM
Infield Conditioning/Field Grading for Field 9-12

February 13, 2025

Submitted By:

Shawna Skiles

Shawna Skiles, Parks and Recreation Director

Subject: Approval Request for Infield Conditioning/Field Grading Bid

The Parks and Recreation Department ran an advertisement for 30 days seeking bids for Infield Conditioning/Field Grading for Fields 9-12. On January 15, 2025, we opened the sealed bids and received only one bid from River City Athletic Fields for \$22,800.00.

We are now seeking the Council's approval to award the bid to River City Athletic Fields. This project is a budgeted item.

Please see the attachment.

SS

RESOLUTION NO. 3646

**A RESOLUTION OF THE EAST RIDGE CITY
COUNCIL APPROVING BIDS FOR INFIELD
CONDITIONING AND FIELD GRADING AT CAMP
JORDAN PARK**

WHEREAS, the City of East Ridge advertised for bids for field conditioning and field grading to Baseball and Softball Fields 9 – 12; and

WHEREAS, sealed bids were opened and publicly read on January 15, 2025, beginning at 2:30 pm. at East Ridge City Hall; and,

WHEREAS, City staff has maintained a file with the one bid received from River City Athletic Fields in the amount of \$22,800; and

WHEREAS, after review of the bid, City staff recommends the bid for field conditioning and field grading to Baseball and Softball Fields 9 – 12 be awarded to River City Athletic Fields in the amount of \$22,800.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE that the bid for field conditioning and field grading to the Baseball and Softball Fields 9 – 12 be awarded to River City Athletic Fields in the amount of \$22,800.

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

Adopted this _____ day of _____, 2025.

Brian W. Williams, Mayor

Attest:

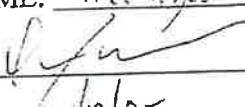
J. Scott Miller, City Manager

Approved to Form:

Mark W. Litchford, City Attorney

East Ridge Baseball/Softball Fields 9-12
Infield Conditioning/Field Grading Bid Specifications

Bid Sheet
Wednesday, January 15, 2025-2:30pm
East Ridge City Hall
1517 Tombras Avenue
East Ridge TN 37412

COMPANY: River city Athletic Fields
ADDRESS: PO box 685 S. Hwy 63 W 37375
PHONE: 423-580-1431
E-MAIL: Rivercityathleticfields@gmail.com
PRINT NAME: Alex Vogel
SIGNED: 
DATE: 1/12/25

BID AMOUNT FOR THE TOTAL ITEMS DESCRIBED ABOVE: 22,500.00

Return all bids by specified time either by mail or in person to:

City of East Ridge
Attn: Janet Middleton
1517 Tombras Avenue
East Ridge, TN 37412

RESOLUTION NO. 3647

AGENDA MEMORANDUM
East Ridge High & Middle School
February 13, 2025

Submitted By:

Shawwna Skiles

Shawwna Skiles, Parks and Recreation Director

SUBJECT:

East Ridge High School and Middle School have requested the use of the soccer, baseball, and softball fields at Camp Jordan for the Spring and Fall seasons of 2025. They are asking the city to waive the associated rental fees.

Historically, the city has permitted them to use the fields at no cost. Staff recommends approving the usage of the fields by East Ridge High School and Middle School, contingent on field availability at Camp Jordan.

Please see the attached required forms.

SS

RESOLUTION NO. 3647

A RESOLUTION OF THE EAST RIDGE CITY COUNCIL TO ALLOW EAST RIDGE HIGH SCHOOL AND EAST RIDGE MIDDLE SCHOOL TO USE ATHLETIC FIELDS AT CAMP JORDAN PARK AND WAIVE THE FEES FOR SUCH USAGE

WHEREAS, East Ridge High School and East Ridge Middle School have requested the use of soccer, baseball, and softball fields at Camp Jordan for the 2025 Spring and Fall seasons; and

WHEREAS, the schools are requesting that the City waive the fees for use of these fields for the Spring and Fall seasons.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that East Ridge High School and East Ridge Middle School will be allowed usage of soccer, baseball, and softball fields at Camp Jordan for the 2025 Spring and Fall seasons, contingent on field availability, and the fees for such usage will be waived.

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

Adopted this _____ day of _____ 2025.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney



East Ridge High School

4320 Bennett Road
East Ridge, TN 37412

Office

423-867-6200

Fax

423-867-6220

Principal - Juan Moreno

Assistant Principal - LaFrederick Thirkill

Assistant Principal - Trey Hicks

Assistant Principal - Jennifer Mitchell

Dean of Students - Jorge Segura

Dean of Students - David VanBenschoten

January 31, 2025

To Whom It May Concern:

The purpose of this letter is to request the use of the Camp Jordan Park outdoor facilities for East Ridge High School's Soccer, Baseball, and Softball teams for these months in 2025:

February – May

August - October

Sincerely,

James Hicks – Assistant Principal, East Ridge High School

FACILITY RENTAL FEE WAIVER REQUEST FORM

Organization Name: East Ridge Middle School Softball

Contact Name: Email: Stinson-L@hcde.org

Address: 4400 Bennett Rd. Chattanooga, TN 37412

of Type of Organization: 501(c)(3) 501(c)(4), Governmental Agency, Other

If "Other" Please Specify: _____

Date(s) of event: Facility(s) requested: 2025: 3/3 (4:30), 3/5 (5:00), 4/21 (5:30)


Name and Purpose of Event: East Ridge Middle School softball home games.

We don't have the option to play on our campus as we share the campus with East Ridge High School. These games will be recognized by TMSAA (Tennessee Middle School Athletic Association). If there are questions or concerns, please contact our District Athletic Director, Tim James at James-Tim@hcde.org

Describe Frequency of Event:
From early March, 2025 through April.
March 3, March 5, April 21 of 2025

I have read the Facility Rental Fee Waiver policy. I am applying for a fee waiver based on the understanding and belief that my organization qualifies based on criteria identified in the Facility Fee Waiver Policy.

If approved this waiver will be valid unless there is a break in services greater than three consecutive years.

Signature: 

Date: 1/29/25

Printed Name: Lebron Stinson

Title: Athletic Director

FACILITY RENTAL FEE WAIVER REQUEST FORM

Organization Name: East Ridge High School

Contact Name: Email: ^x hicks_james@hede.org

Address: 4320 Bennett Rd, East Ridge, TN 37412

of Type of Organization: 501(c)(3) 501(c)(4), Governmental Agency, Other

If "Other" Please Specify: _____

Date(s) of event: Facility(s) requested: Feb - May & Aug - Oct - 2025

Name and Purpose of Event: _____

Use of outdoor facilities for East Ridge High sports

Describe Frequency of Event:

10-12 soccer games per season on either Tuesdays or Thursdays most of the time.

I have read the Facility Rental Fee Waiver policy. I am applying for a fee waiver based on the understanding and belief that my organization qualifies based on criteria identified in the Facility Fee Waiver Policy.

If approved this waiver will be valid unless there is a break in services greater than three consecutive years.

^x Signature: 

^x Date: 1/31/25

^x Printed Name: James Hicks

^x Title: Asst Principal

RESOLUTION NO. 3648

BRIAN WILLIAMS
Mayor

JACKY CAGLE
Councilmember

ANDREA WITT
Councilmember



DAVID TYLER
Vice Mayor

JEFFREY EZELL
Councilmember

J. SCOTT MILLER
City Manager

City of East Ridge

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

AGENDA MEMO

TO: Mayor and Council
FROM: Mark W. Litchford
SUBJECT: Easement Agreement
DATE: February 6, 2025

On July 24, 2008, the East Ridge City Council adopted Resolution 2061 authorizing the City to transfer to the Hamilton County Water & Wastewater Treatment Authority (“WWTA”) property located at 1018 Yale Street, Tax Map No. 169C-C-001.08 for the purpose of transferring the East Ridge Pump Station to WWTA.

On July 10, 2024, a survey plat was recorded at P3-130-138 in the Hamilton County Register’s Office was recorded which, among other things, established a 35-ft non-exclusive ingress/egress easement along the eastern boundary line of the aforesated property for the benefit of Parkridge Memorial Hospital (“Parkridge”).

Attached is a Joint Use Access & Utility Easement & Maintenance Agreement which, if approved, will govern the easement between the City and Parkridge.

RESOLUTION NO. 3648

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE MAYOR TO ENTER INTO AN EASEMENT
AGREEMENT WITH PARKRIDGE MEDICAL CENTER INC.
RELATIVE TO A 35-FT EASEMENT LOCATED AT 1018 YALE
STREET, TAX MAP NUMBER 169C-C-001.08**

WHEREAS, on July 24, 2008, the East Ridge City Council adopted Resolution 2061 authorizing the City to transfer to the Hamilton County Water & Wastewater Treatment Authority (“WWTA”) property located at 1018 Yale Street, Tax Map No. 169C-C-001.08 for the purpose of transferring the East Ridge Pump Station to WWTA; and

WHEREAS, on July 10, 2024, a survey plat was recorded at P3-130-138 in the Hamilton County Register’s Office was recorded which, among other things, established a 35-ft non-exclusive ingress/egress easement along the eastern boundary line of the aforesated property for the benefit of Parkridge Memorial Hospital (“Parkridge”); and

WHEREAS, the City and Parkridge desire to enter into an easement agreement to govern the non-exclusive easement, a copy of which is attached to the Resolution as an Exhibit.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the Mayor or his designee is authorized to enter into that certain Joint Use Access & Utility Easement & Maintenance Agreement attached to this Resolution as an exhibit.

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

Adopted this the _____ of _____ 2025.

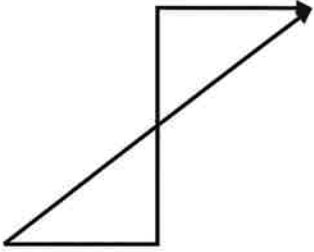
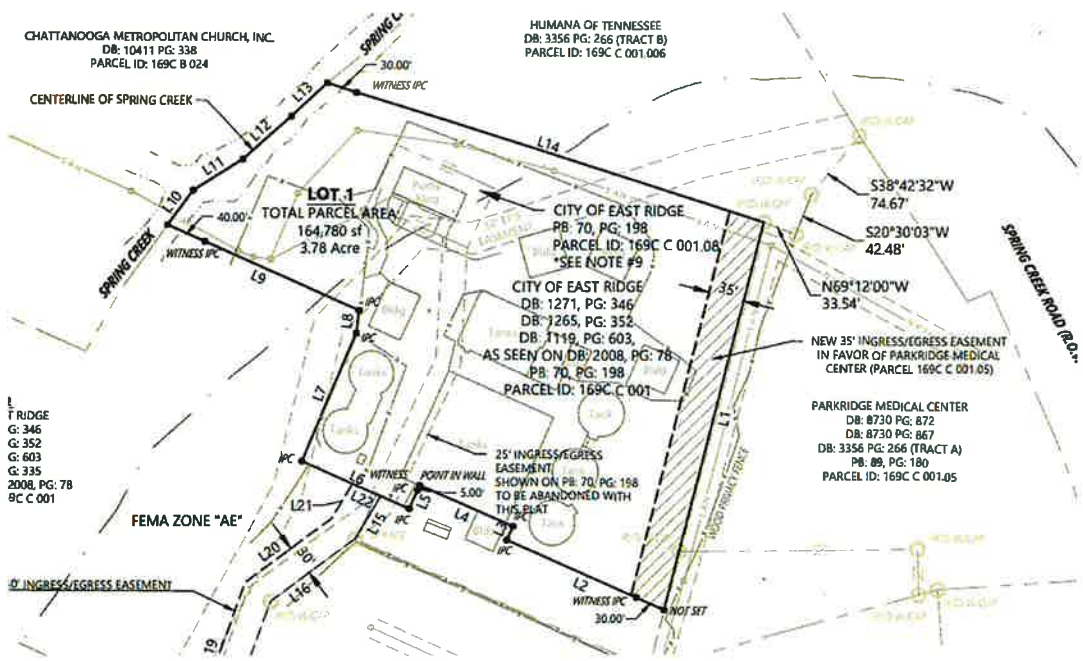
Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney



**THIS INSTRUMENT PREPARED BY,
AND AFTER RECORDING, RETURN TO:**

Chambliss, Bahner & Stophel, P.C.
605 Chestnut Street, Suite 1700
Chattanooga, TN 37450
Attention: Patrick Walsh

ADDRESS OF OWNER(S):	SEND TAX BILLS TO:	MAP PARCEL NO. (easement only)
City of East Ridge, Tennessee 1517 Tombras Avenue Chattanooga, TN 37412	City of East Ridge, Tennessee 1517 Tombras Avenue Chattanooga, TN 37412	portion of 169C C 001.08
ADDRESS OF OWNER(S):	SEND TAX BILLS TO:	MAP PARCEL NO. (easement only)
Parkridge Medical Center Attn: HCA Indirect Taxes P. O. Box 1504 Nashville, TN 37202	Parkridge Medical Center Attn: HCA Indirect Taxes P. O. Box 1504 Nashville, TN 37202	169C C 001.01

Cross-Reference: Deed Book 1265, Page 352 (City Parcel); Deed Book 3356, Page 266; Deed Book 8730, Page 867; (Parkridge Parcel); Plat Book _____, Page ____ (Recorded Plat).

JOINT USE ACCESS & UTILITY EASEMENT & MAINTENANCE AGREEMENT

THIS JOINT USE ACCESS & UTILITY EASEMENT & MAINTENANCE AGREEMENT ("**Agreement**") is made and entered into as of the ____ day of _____, 2024 (the "**Effective Date**") by and between the City of East Ridge, Tennessee ("**City**"), and Parkridge Medical Center, Inc., a Tennessee corporation ("**Parkridge**"). City and Parkridge may be referred to individually as a "**Party**" and shall be collectively referred to as the "**Parties**".

RECITALS

A. City is the fee simple owner of that certain real property in Hamilton County, Tennessee, known as tax parcel 169C C 001.08, and further described on Exhibit A, attached to and made a part of this Agreement (the "**City Parcel**").

B. Parkridge is the fee simple owner of that certain real property in Hamilton County, Tennessee, known as tax parcel 169C C 001.01 and further described on Exhibit B, attached to and made a part of this Agreement (the "**Parkridge Parcel**").

C. City and Parkridge now desire to enter into this Agreement to govern the non-exclusive easement granted to Parkridge in plat recorded with the Hamilton County, Tennessee Register of Deeds in

Plat Book P3 130, Page 138 (the "**Plat**"), across a portion of the City Parcel, being more particularly shown and described as the "New 35' Ingress/Egress Easement in favor of Parkridge Medical Center" (the "**Parkridge Easement Area**") on the Plat and more particularly shown and described on Exhibit C, attached to and made a part of this Agreement.

In consideration of the foregoing, Ten Dollars (\$10.00) and other good and valuable consideration, the adequacy and receipt of which are acknowledged, City and Parkridge agree as follows:

1. Grant of Easements by City.

A. Ingress and Egress. Pursuant to the recording of the Plat, City granted to Parkridge and its heirs, assigns, occupants, lessees, guests, and invitees a perpetual non-exclusive easement for the benefit of the Parkridge Parcel over and across the Parkridge Easement Area so as to permit vehicular and pedestrian ingress and egress.

B. Driveway Construction. City grants to Parkridge and its heirs, assigns, occupants, lessees, guests, and invitees a perpetual non-exclusive easement for the benefit of the Parkridge Parcel over and across the Parkridge Easement Area to construct, maintain, and install a roadway, including all curbs, utilities, drainage ditches, and other improvements necessary for a functioning roadway; provided, however, that construction shall not commence until City has consented in writing to the plans and specifications of the driveway. Parkridge shall be solely responsible for all construction, design, and all related costs incurred to construct the roadway.

C. Maintenance, and Repair of Parkridge Easement Area. The owner of the Parkridge Parcel shall be responsible for all upkeep, maintenance, repair, and/or resurfacing of driveway now or hereafter located within the Parkridge Easement Area in a manner sufficient to keep the roadway or driveway located within the Parkridge Easement Area functional for its use for ingress and egress for vehicles and pedestrians. All costs of the foregoing upkeep, maintenance, and repair shall be by the record owner of the Parkridge Parcel.

2. Exercise of Easement Rights. The Parties shall exercise the easement rights provided for in this Agreement in a manner so as to not unreasonably interfere with the use of the real property by each respective owner. Where any Party seeks to exercise its easement rights with respect to the installation, maintenance, repair, or replacement of the roadway (collectively, the "**Installation Work**"), and the approval of the owner of the City Easement Area is required by this Agreement or this Agreement is silent as to whether such consent is necessary, such consent must be obtained prior to the commencement of such Installation Work; provided, however, that such consent may not be unreasonably withheld, conditioned, or delayed. Furthermore, upon the completion of any such Installation Work, the Party exercising its easement rights shall fill, compact, and restore the surface of the affected property to a condition better or as near as reasonably possible to its condition immediately prior to the commencement of the Installation Work, including without limitation repairing, repaving, or replacing any other surface improvements.

3. Easement Area Access. No Party to this Agreement or any third party shall be permitted to park any motor vehicles or otherwise obstruct, destroy, or damage any roadway or driveway located within the Parkridge Easement Area. The Party responsible for any damage to any road or driveway located within the Parkridge Easement Area shall be solely responsible for all costs and expenses related to the repair of such damage.

4. Default of this Agreement. Any Party may cure another Party's breach of this Agreement if such breach persists after thirty (30) days' written notice to the other Party specifying the breach of the terms and conditions of this Agreement. Any cure undertaken by a Party pursuant to this Section 4 after

notice of same shall be done at the breaching Party's cost and expense, and the curing Party shall be entitled to an action for damages to recover its costs and expenses (including reasonable attorneys' fees) for curing a breach of this Agreement, in addition to all other rights and remedies available at law and in equity. The terms of this Agreement may be enforced by an action for injunctive relief, damages, or both.

5. Indemnification. Parkridge shall indemnify and hold the City harmless from and against all losses, damages, claims, liabilities, and expenses incurred by the City by reason of any injuries or damages to persons or property arising out of or relating to Parkridge's activities and the exercising of its easement rights as set forth in this Agreement.

6. Covenant Running with the Land. This Agreement shall run with and be a burden upon and shall be appurtenant to the City Parcel and the Parkridge Parcel. If any Party shall convey, transfer, assign or otherwise, dispose of all of its interest in the City Parcel or Parkridge Parcel, as the case may be, this Agreement shall survive, and the conveying Party shall thereupon be released and discharged from any and all liabilities or obligations which may thereafter arise relating to this Agreement, and such liabilities and obligations shall be binding on the successor in title to City or Parkridge, as the case may be.

7. Dedication. Nothing contained in this Agreement shall be deemed a gift or a dedication of any portion of the City Parcel or the Parkridge Parcel to the general public or for any public purpose whatsoever.

8. Notices. All notices, requests, demands and other communications under this Agreement to the Parties shall be in writing and shall be personally delivered or sent by commercial overnight courier, or certified or registered mail, postage prepaid, to the following addresses:

If to City: City of East Ridge
 1517 Tombras Avenue
 Chattanooga, TN 37412
 Attn: City Manager

If to the Parkridge: Parkridge Medical Center, Inc.
 One Park Plaza
 Nashville, TN 37203
 Attn: Vice President Real Estate

Any Party may change its address for purposes of this Section 9 by giving the other Parties notice of the new address in the manner set forth in this Agreement. Any notice given as set forth in this Agreement shall be deemed to have been received on the earlier of actual receipt or four (4) business days after being sent.

9. Miscellaneous.

A. This Agreement may only be amended or modified by instrument in writing executed by all of the then record owners of the City Parcel and the Parkridge Parcel.

B. This Agreement shall be governed by and construed in accordance with the laws of the State of Tennessee.

C. All of the obligations created in this Agreement are intended to be and shall be binding upon the successors and assigns of the respective Parties, and all rights and benefits contained in

this Agreement shall inure to the benefit of the successors and assigns of the Parties (including lessees, licensees and invitees).

D. Any provision of this Agreement which shall prove to be invalid, void or illegal shall in no way affect, impair, or invalidate any other provision of this Agreement.

E. This is not a conveyance of the fee, but only the rights, privileges, and easement set forth in this Agreement.

F. The Parties covenant and agree that each shall take any further actions as may be reasonably necessary to implement the transactions contemplated by this Agreement.

G. Headings of sections are for convenience only and shall not be considered in construing the meaning of the content or meaning of any section.

H. This Agreement may be executed in several counterparts, each of which shall be an original, and all of which, together, shall constitute one and the same instrument.

[Signatures Begin on the Following Pages]

IN WITNESS WHEREOF the Parties have executed this Agreement as of the Effective Date.

CITY:

THE CITY OF EAST RIDGE, TENNESSEE,
a Tennessee municipality

By: _____
Name: _____
Title: _____

STATE OF TENNESSEE:

COUNTY OF HAMILTON:

Before me, a Notary Public of the state and county mentioned, personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be _____ of THE CITY OF EAST RIDGE, TENNESSEE, the within named bargainer, a Tennessee municipality, and that such person as such _____, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name of the municipality by such person as such _____.

WITNESS my hand and seal, at office in Hamilton, Tennessee, this ____ day of _____, 2024.

Notary Public

My Commission Expires: _____

PARKRIDGE:

PARKRIDGE MEDICAL CENTER, INC.,
a Tennessee corporation

By: _____
Name: _____
Title: _____

STATE OF TENNESSEE

COUNTY OF HAMILTON

Before me, a Notary Public of the state and county mentioned, personally appeared _____, with whom I am personally acquainted (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged such person to be _____ of PARKRIDGE MEDICAL CENTER, INC., the within named bargainer, a Tennessee corporation, and that such person as such _____, being authorized so to do, executed the foregoing instrument for the purposes therein contained, by personally signing the name of the corporation by such person as such _____.

WITNESS my hand and seal, at office in Hamilton, Tennessee, this ____ day of _____, 2024.

Notary Public

My Commission Expires: _____

STATE OF TENNESSEE

COUNTY OF HAMILTON

I hereby swear or affirm that the actual consideration of this transfer, or the value of the property transferred, whichever is greater, is \$10.00.

Affiant

Sworn to and subscribed before me this
_____ day of _____, 2024.

Notary Public
My Commission Expires: _____

EXHIBIT A

(Legal Description of the City Parcel)

PARCEL NO. 169C C 001.08

LOT 1

All that tract or parcel of land situated in the City of East Ridge, Hamilton County, Tennessee, and more fully described and bounded as follows, to-wit:

BEGINNING at an iron pin with cap (stamped "RAGAN-SMITH & ASSOC.") found at the common corner of the City of East Ridge (Lot 1, Deed Book 1271, Page 346, Deed Book 1265, Page 352, Deed Book 1119, Page 603, Plat Book 70, Page 198, and as seen in Deed Book 2008, Page 78), Parkridge Medical Center (Deed Book 8730, Page 872, Deed Book 8730, Page 867, Deed Book 3356, Page 266 (Tract A), Plat Book 89, Page 180), and Humana of Tennessee (Deed Book 3356, Page 266 (Tract B)), said iron pin with cap bears S 38° 42' 32" W 74.67 feet, S 20° 30' 03" W 42.48 feet, and N 69° 12' 00" W 33.54 feet from an iron pin with cap (stamped "HOPKINS GROUP") found in the southwesterly right-of-way of Spring Creek Road, said iron pin with cap being the front common corner of Parkridge Medical Center and Humana of Tennessee; thence with the common line of the City of East Ridge (Lot 1) and Parkridge Medical Center, S 13° 55' 16" W, passing an iron pin with cap (stamped "NILES SURVEYING") found in said line at 333.95 feet, for a total distance of 393.64 feet to a point at the common corner of the City of East Ridge (Lot 1), Parkridge Medical Center, and the City of East Ridge (Lot 2, Deed Book 1271, Page 346, Deed Book 1265, Page 352, Deed Book 1119, Page 603, Deed Book 1250, Page 335); thence with the common line of the City of East Ridge (Lot 1) and the City of East Ridge (Lot 2) for three calls, N 66° 17' 08" W, passing a witness iron pin with cap (stamped "Crow 2520", typical) set at 30.00 feet for a total distance of 169.50 feet to an iron pin with cap set, N 23° 42' 52" E 15.00 feet to an iron pin with cap set, and N 66° 17' 08" W 8.00 feet to the southeast corner of an existing concrete wall, and continuing with the southerly face of said wall for a total distance of 99.61 feet to a point in the southern face of said concrete wall; thence leaving the southerly face of said concrete wall and continuing with the common line between the City of East Ridge (Lot 1) and the City of East Ridge (Lot 2) for five calls, S 23° 42' 52" W passing a witness iron pin with cap set at 5.00 feet for a total distance of 25.15 feet to an iron pin with cap set, N 66° 17' 08" W 114.82 feet to an iron pin with cap set, N 22° 37' 01" E 136.30 feet to an iron pin with cap set, N 6° 13' 23" E 22.78 feet to an iron pin with cap set, and N 66° 17' 08" W passing a witness iron pin with cap set at 166.12 for a total distance of 206.12 feet to the centerline of Spring Creek in the southeasterly line of Chattanooga Metropolitan Church, Inc. (Deed Book 10411, Page 338); thence with the centerline of Spring Creek, said centerline also being the common line of the City of East Ridge (Lot 1) and Chattanooga Metropolitan Church, Inc. for four calls N 36° 20' 26" E 42.33 feet, N 57° 28' 26" E 57.48 feet, N 48° 03' 43" E 63.89 feet, N 46° 35' 41" E 48.40 feet to a point in said creek centerline, said point being the common corner of the City of East Ridge (Lot 1), Humana of Tennessee, and Chattanooga Metropolitan Church, Inc.; thence leaving the centerline of Spring Creek, with the common line of the City of East Ridge (Lot 2) and Humana of Tennessee, Inc. S 72° 26' 43" E passing a witness iron pin with cap set at 30.00 feet for a total distance of 448.80 feet to the beginning.

Said Lot 1 containing 3.78 acres, more or less.

EXHIBIT B

(Legal Description of Parkridge Parcel)

PARCEL NO. 169C C 001.01

Tract One

IN THE SECOND CIVIL DISTRICT OF HAMILTON COUNTY, TENNESSEE: Beginning at a railroad spike set in the intersection of the northern line of Peck Drive, said right-of-way being a 50-foot right-of-way with the western line of Spring Creek Road (said right-of-way being a 50-foot right-of-way); thence north 77 degrees 01 minutes 39 seconds west (deed call north 76 degrees 49 minutes west) and along said northern right of way line of Peck Drive, a distance of 355.30 feet to a railroad spike; thence leaving said northern right-of-way line south 05 degrees 56 minutes 36 seconds west (deed call south 06 degrees 1 minute west) a distance of 50.40 feet to a concrete monument located in the south right-of-way line of Peck Drive; thence north 87 degrees 54 minutes 15 seconds west (deed call north 87 degrees 49 minutes west) a distance of 448.04 feet to a railroad spike; thence north 38 degrees 30 minutes 30 seconds east (deed call north 38 degrees 36 minutes east) a distance of 417.10 feet to a point; thence north 17 degrees 30 minutes east a distance of 180.95 feet to a point, said point being the southwestern corner of that property conveyed to American Medicorp Development Co. by deed appearing of record in Book 2996, page 439; thence south 77 degrees 27 minutes 01 second west (deed call south 77 degrees 44 minutes 27 seconds west 293.32 feet) a distance of 294.77 feet to a point, said point being the northwestern corner of the property of East Ridge Community Medical Center; thence south 00 degrees 56 minutes 31 seconds east (deed call 00 degrees 32 minutes 50 seconds east), a distance of 170.0 feet; thence south 88 degrees 07 minutes 43 seconds east deed call south 87 degrees 46 minutes 30 seconds east) a distance of 170.0 feet to a point located in the western right-of-way line of Spring Creek Road; thence south 03 degrees 15 minutes 15 seconds east (deed call south 03 degrees 04 minutes east) a distance of 434.20 feet to the point of beginning, all as more fully shown on survey of Cook & Spencer Consultants, Inc., number 865-194 as revised through March 26, 1987. Being portion of the property conveyed to Humana of Tennessee, Inc., predecessor in interest to Parkridge Medical Center, Inc., by deed recorded in Book 3356, page 266, Register' Office for Hamilton County, Tennessee.

Tract Two

Located in the City of East Ridge, being a part of Tract 2, East Ridge Community Hospital Subdivision, as shown of record in Plat Book 36, Page 268 in the Register's Office of Hamilton County, Tennessee, being more particularly described as follows:

Commencing at a 5/8" rebar on the western right of way line of Spring Creek Road (50' right of way), said rebar being the northeast corner of the property conveyed to Daniel B. Fox, as described in Deed Book 4945, Page 200 in the Register's Office of Hamilton County, Tennessee; thence along the north line of Fox, South 89 degrees 27 minutes 10 seconds West 159.16 feet to a 5/8" rebar, said rebar being the northeast corner of the property conveyed to Humana of Tennessee Inc., as described in Deed Book 3356, Page 266 in the Register's Office of Hamilton County, Tennessee; thence along the north line of Humana, South 77 degrees 44 minutes 19 seconds West 19.43 feet to a point; thence leaving the north line of Humana, North 01 degree 49 minutes 06 seconds East 11.26 feet to the Point of Beginning; thence North 87 degrees 32 minutes 07 seconds West 182.76 feet to a point; thence North 25 degrees 34 minutes 09 seconds East 37.35 feet to a point; thence South 87 degrees 27 minutes 14 seconds East 167.72 feet to a point; thence South 01 degree 49 minutes 06 seconds West 34.12 feet to the point of beginning, containing 6,000 square feet or

0.14 acres more or less, all as shown on survey by Hopkins Surveying Group, drawing number 2008-51A-3, dated April 29, 2008.

Tract Three

Located in the City of East Ridge, being a part of Tract 2, East Ridge Community Hospital Subdivision, as shown of record in Plat Book 36, Page 268 in the Register's Office of Hamilton County, Tennessee, being more particularly described as follows:

Commencing at a 5/8" rebar on the western right of way line of Spring Creek Road (50' right of way), said rebar being the northeast corner of the property conveyed to Daniel B. Fox, as described in Deed Book 4945, Page 200 in the Register's Office of Hamilton County, Tennessee; thence along the north line of Fox, South 89 degrees 27 minutes 10 seconds West 159.16 feet to a 5/8" rebar, said rebar being the northeast corner of the property conveyed to Humana of Tennessee Inc., as described in Deed Book 3356, Page 266 in the Register's Office of Hamilton County, Tennessee; thence along the north line of Humana, South 77 degrees 44 minutes 19 seconds West 19.43 feet to the Point of Beginning; thence continuing along said north line, South 77 degrees 44 minutes 19 seconds West 218.57 feet to a point; thence leaving said north line, North 25 degrees 34 minutes 09 seconds East 72.64 feet to a point; thence South 87 degrees 32 minutes 07 seconds East 182.76 feet to a point; thence South 01 degree 49 minutes 06 seconds West 11.26 feet to the point of beginning, containing 7,299 square feet or 0.17 acres more or less, all as shown on survey by Hopkins Surveying Group, drawing number 2008-51A-3, dated April 29, 2008.

Tract Five

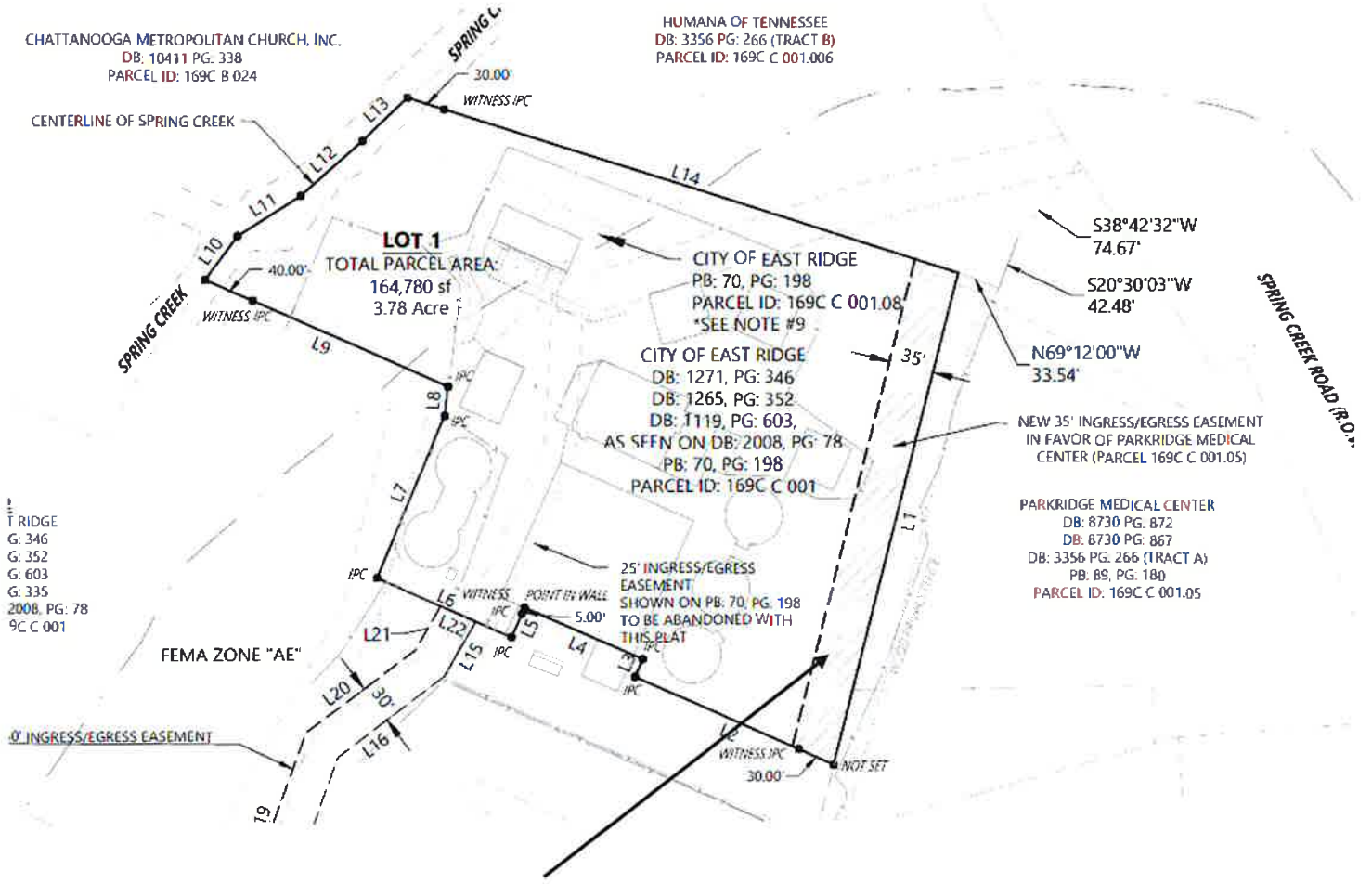
Located in the City of East Ridge, being a part of Tract 2, East Ridge Community Hospital Subdivision, as shown of record in Plat Book 36, Page 268 in the Register's Office of Hamilton County, Tennessee, being more particularly described as follows:

Beginning at a 5/8" rebar on the southwest corner of Tract 2, East Ridge Community Hospital Subdivision, as shown of record in Plat Book 36, Page 268 in the Register's Office of Hamilton County, Tennessee; thence along the western line of said Subdivision, North 17 degrees 29 minutes 37 seconds East 119.39 feet to a point; thence leaving said western line, South 87 degrees 27 minutes 14 seconds East 65.64 feet to a point; thence South 25 degrees 34 minutes 09 seconds West 109.99 feet to a point on the south line of said Subdivision; thence along said south line, South 77 degrees 44 minutes 19 seconds West 55.25 feet to the point of beginning, containing 6,186 square feet or 0.14 acres more or less, all as shown on survey by Hopkins Surveying Group, drawing number 2008.51A-3, dated April 29, 2008, revised May 21, 2008.

Being the property conveyed from 929 Building Spring Creek Road to Parkridge Medical Center, Inc. by Special Warranty Deed recorded in Book 8730, page 867, in Register's Office of Hamilton County, Tennessee.

EXHIBIT C

Parkridge Easement Area



**Parkridge
Easement
Area**

RESOLUTION 3649

AGENDA MEMORANDUM

Use on Review

Off-Premises Wayfinding Arrow Sign

Date: February 13th, 2025

Submitted by:

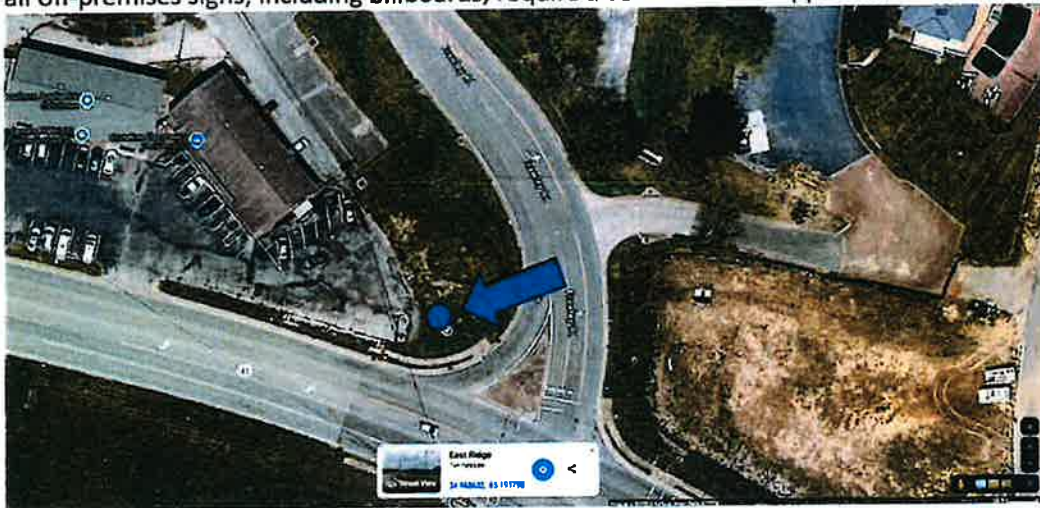


Michael Howell, Chief Building Official

SUBJECT:

Debbie Colburn is requesting the city council's permission to install an off-premises wayfinding arrow sign for the Frawley Baptist Church, located at 510 Frawley Road. The proposed sign location is within the right of way at the northwest corner of Ringgold Road and Frawley Road.

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



RESOLUTION NO. 3649

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 TO ALLOW FRAWLEY BAPTIST CHURCH TO INSTALL AN OFF-PREMISE WAYFINDING SIGN TO BE LOCATED WITHIN THE RIGHT-OF-WAY AT THE NORTHWEST CORNER OF RINGGOLD ROAD AND FRAWLEY ROAD

WHEREAS, Debbie Colburn, representing Frawley Baptist Church, located at 510 Frawley Road, has petitioned the City of East Ridge pursuant to and in conformity with the Zoning Ordinance and the City's sign ordinance, to approve a use on review for a variance to the City's Sign Ordinance No. 1028 to allow the installation of an off-premise wayfinding sign to be located within the right-of-way at the northwest corner of Ringgold Road and Frawley Road; and

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

WHEREAS, after due and proper notice as provided by applicable law, the City of East Ridge held a public meeting on the proposed variance request; and

WHEREAS, the City Council has determined that the use on review for a variance to the city's Sign Ordinance No. 1028, is appropriate pursuant to and in conformity with the Zoning Ordinance and Sign Ordinance of the City of East Ridge.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, AS FOLLOWS:

Section 1. The City Council hereby approves a use on review permit for a variance to the City's sign ordinance for Debbie Colburn, representing Frawley Baptist Church, to install an off-premise wayfinding sign in the right-of-way at the intersection of Ringgold Road and Frawley Road.

Section 2. The passage of this Resolution is subject to the following requirements:

A. Debbie Colburn, representing Frawley Baptist Church, will comply with all applicable provisions of the zoning ordinance and sign ordinance, as well as any local, state, and federal requirements.

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

Adopted this _____ day of _____ 2025.

Brian W. Williams, Mayor

ATTEST:

J. Scott Miller, City Manager

APPROVED AS TO FORM:

Mark W. Litchford, City Attorney



(2) signs measuring 4'X6' on opposite sides with (2)10' tall white 4x4 posts.

WARRANTY DEED

RETURN TO:
REAL ESTATE LOAN SERVICES
5751 UPTAIN ROAD, STE 524
CHATTANOOGA, TN 37411

STATE OF TENNESSEE
COUNTY OF HAMILTON
I HEREBY SWEAR OR AFFIRM THAT THE ACTUAL
CONSIDERATION FOR THIS TRANSFER IS \$80,000.00

Sarah Berry
Affiant

SUBSCRIBED AND SWORN TO BEFORE ME, THIS THE
27th day of July, 2004

Jennifer Clark
Notary Public

MY COMMISSION EXPIRES
October 21, 2004

NOTARY PUBLIC
HAMILTON COUNTY
LARGE AFFIX SEAL

THIS INSTRUMENT WAS PREPARED BY		
Real Estate Loan Services NAME	J. Wayne Thomas, Attorney 5751 Uptain Road, Ste 524, ADDRESS	Chattanooga, TN 37411 ADDRESS
ADDRESS NEW OWNERS(S) AS FOLLOWS:	SEND TAX BILLS TO:	MAP-PARCEL NUMBERS
<u>Frawley Road Baptist Church</u> (NAME) <u>512 Frawley Road</u> (STREET ADDRESS/ROUTE NUMBER) <u>Chattanooga, TN 37412</u> (CITY/STATE/ZIP)	<u>Frawley Road Baptist Church</u> (NAME) <u>510 Frawley Rd</u> (STREET ADDRESS) <u>Chattanooga TN</u> (CITY/STATE/ZIP) 37412	<u>170J-A-035.01</u>

FOR AND IN CONSIDERATION OF THE SUM OF TEN DOLLARS, CASH IN HAND PAID BY THE HEREINAFTER NAMED GRANTEE(S), AND OTHER GOOD AND VALUABLE CONSIDERATIONS, THE RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, I/AWE,

Ray W. Davis, unmarried

HEREINAFTER CALLED THE GRANTOR, HAVE BARGAINED AND SOLD, AND BY THESE PRESENTS DO TRANSFER AND CONVEY UNTO Frawley Road Baptist Church

HEREINAFTER CALLED THE GRANTEE, THEIR HEIRS AND ASSIGNS, A CERTAIN TRACT OR PARCEL OF LAND IN Hamilton COUNTY, STATE OF TENNESSEE, DESCRIBED AS FOLLOWS: TO-WIT:

The following described real property, to-wit:

Lot One (1), Estel Clyde Davis Subdivision, as shown by plat of record in Plat Book 48, page 113, in the Register's Office of Hamilton County, Tennessee. The most recent deed of record conveying said property is Warranty Deed from Clara Bernice Davis to Ray W. Davis and wife, Susan C. Davis, found at Book 4751, page 956 in said Register's Office. Tract Two (2), Estel Clyde Davis Subdivision, as shown by plat of record in Plat Book 48, page 113 in the Register's Office of Hamilton County, Tennessee.

Being the same property conveyed to Ray W. Davis by Quitclaim Deed from Ray Webster Davis a/k/a Ray W. Davis, Book 5066, page 539, dated March 27, 1998, recorded April 5, 1998, in the Register's Office of Hamilton County, Tennessee.

Subject to Governmental zoning and subdivision ordinances or regulations in effect thereon.

Subject to any existing easements, restrictions or right of ways.

Grantee assumes all taxes for 2004 and thereafter.

NOTE: THIS INSTRUMENT WAS PREPARED FROM INFORMATION FURNISHED BY THE PARTIES HEREIN. NO OPINION OF TITLE IS GIVEN BY PREPARER. LEGAL DESCRIPTION TAKEN FROM PRIOR DEED.

TO HAVE AND TO HOLD the said tract or parcel of land, with the appurtenances, estate, title and interest thereto belonging to the said GRANTEE, their heirs and assigns, forever, and we do covenant with the said GRANTEE that we are lawfully seized and possessed of said land in fee simple, have a good right to convey it, and the same is unencumbered, unless otherwise herein set out; and we do further covenant and bind ourselves, our heirs and representatives, to warrant and forever defend the title to the said land to the said GRANTEE, their heirs and assigns, against the lawful claims of all persons whomsoever. Wherever used, the singular number shall include the plural, the plural the singular, and the use of any gender shall be applicable to all genders.

Witness our hand s _____ this 20th day of June 2004.

Ray W. Davis
Ray W. Davis

Instrument: 2004070200056
 Book and Page: GI 7192 618
 Conveyance Tax \$296.00
 Deed Recording Fee \$10.00
 Data Processing Fee \$2.00
 Probate Fee \$1.00
 Total Fees: \$309.00
 User: EGORDON
 Date: 07-JUL-2004
 Time: 08:49:56 A
 Contact: Pam Hurst, Register
 Hamilton County Tennessee

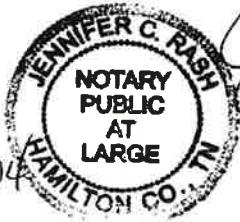
11802/13

SKM

STATE OF TENNESSEE
COUNTY OF HAMILTON

Before me, the undersigned, a Notary Public in and for the State and County aforesaid, the within named Ray W. Davis the bargainer(s), with whom I am personally acquainted, (or proved to me on the basis of satisfactory evidence), and who, upon oath, acknowledged that he executed the within instrument for the purposes therein contained.

Witness my hand and official seal at Chattanooga, TN this 25th day of June, 2004.



Jennifer C. Rash Notary Public

Commission Expires:

October 24, 2004



**FRAWLEY
BAPTIST CHURCH**

510 Frawley Road • East Ridge, TN 37412 • 423-894-0196

To: Michael Howell

City of East Ridge, TN

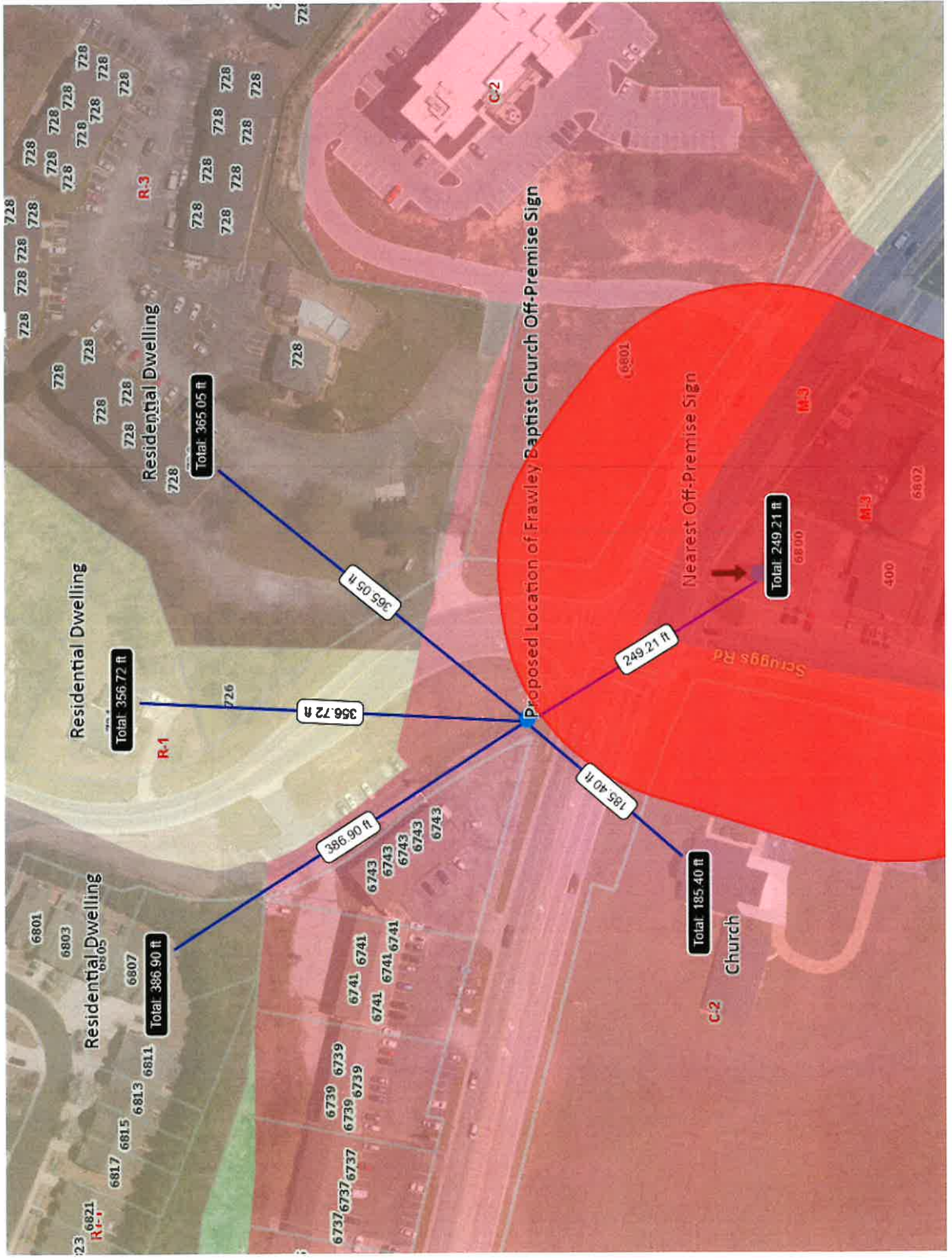
Mr. Howell,

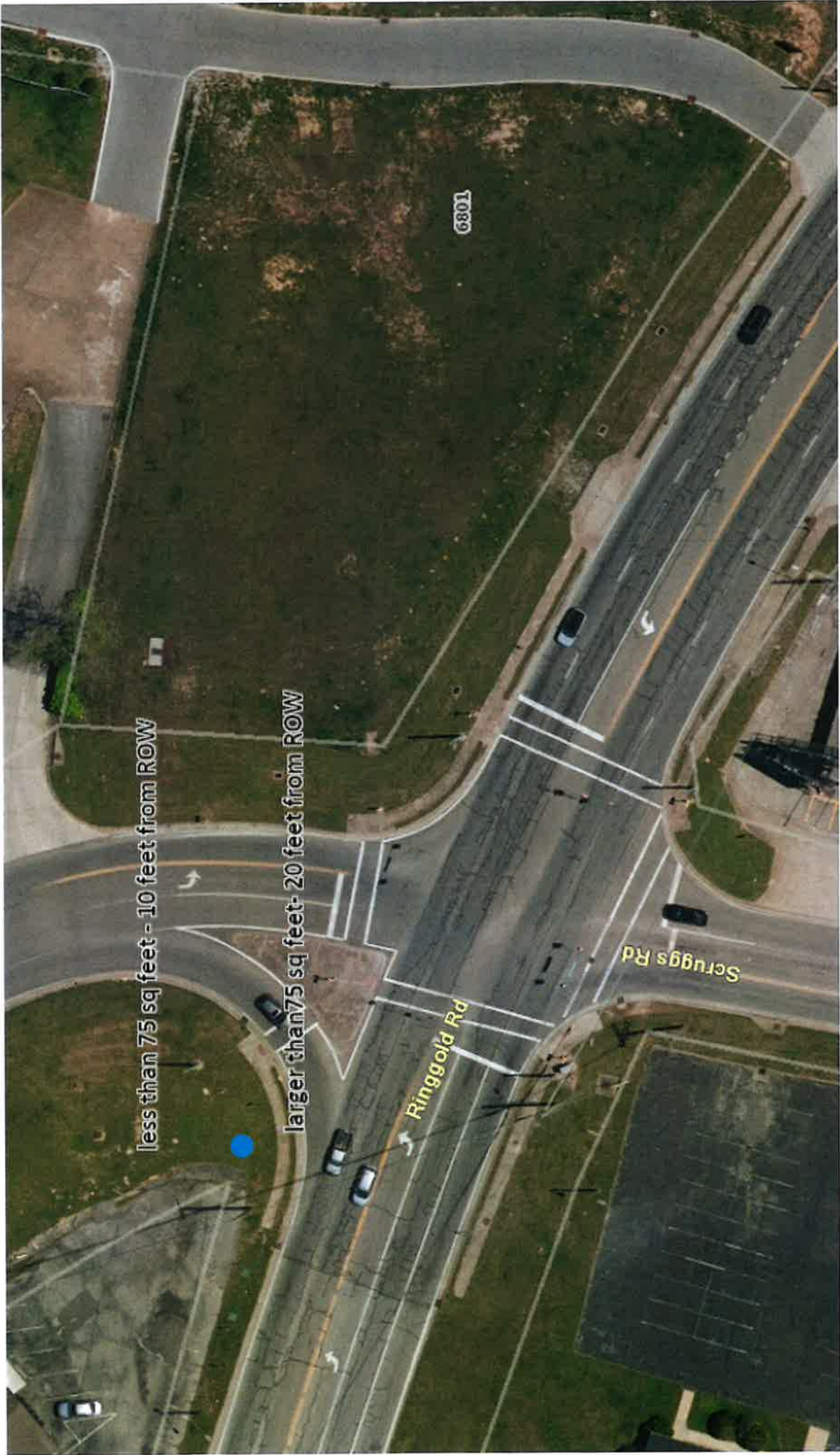
This letter serves to give Debbie Colburn permission to speak/act on behalf of Frawley Baptist Church in acquiring a church direction sign near intersection of Frawley Road and Ringgold Road.

Thank you,

Ken Wolfe, Senior Pastor

423.994.4050





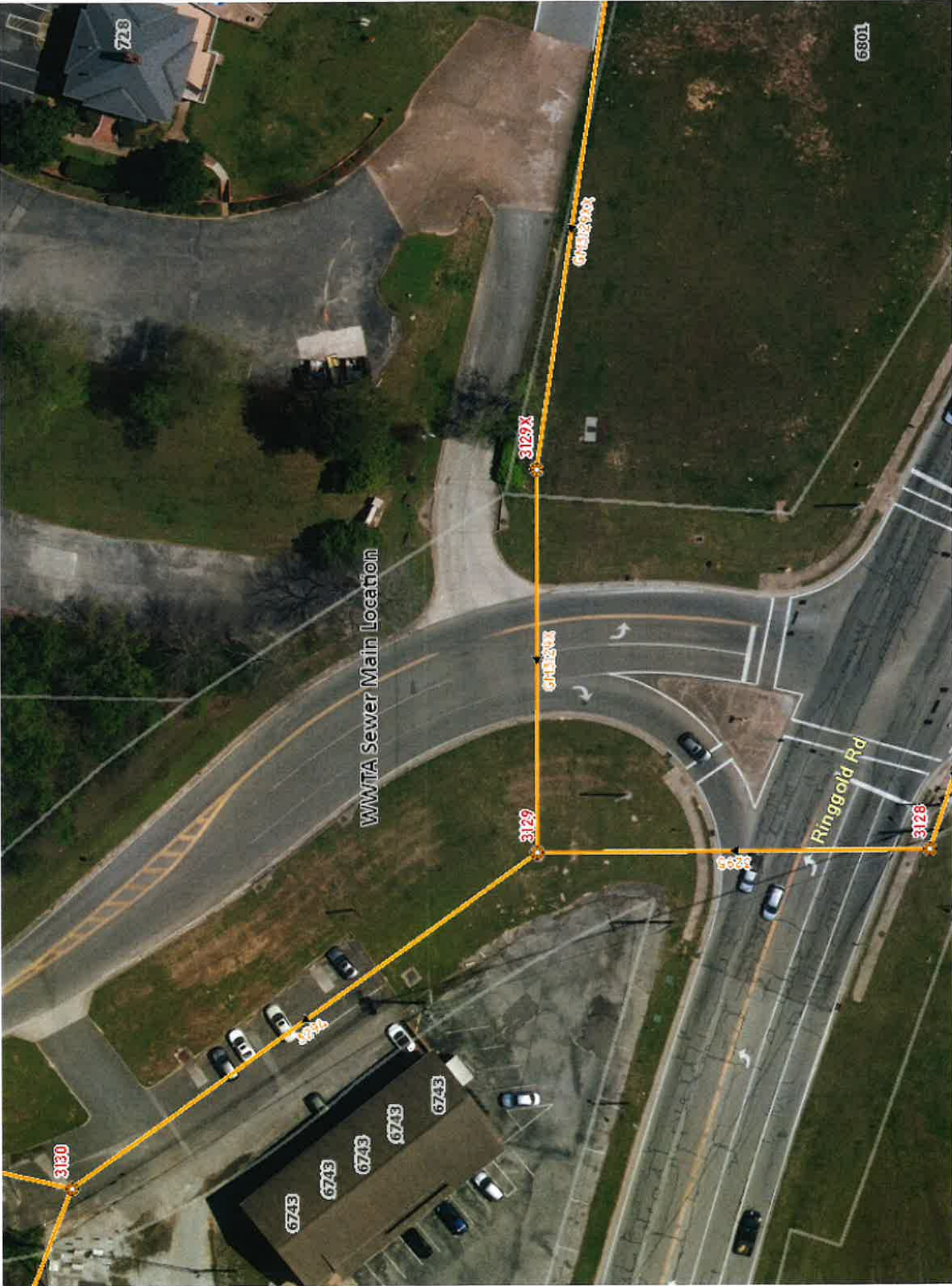
6801

less than 75 sq feet - 10 feet from ROW

larger than 75 sq feet - 20 feet from ROW

Ringgold Rd

Scruggs Rd



WWTA Sewer Main Location

3130

6743

6743

6743

6743

6743

3129

3129X

6625203

6622

3128

Ringgold Rd

728

6801

RESOLUTION 3650

AGENDA MEMORANDUM
TOWN CENTER
(Multi-Purpose Facility)
CHANGE ORDERS

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

At the regular business meeting on September 26, 2024, the East Ridge City Council awarded the bid for the construction of a multi-purpose facility (pavilion) to Pillar Construction in the amount of \$4,680,736. Said amount did not include a contingency number that would be set aside to account for any unforeseen expenses that would be incurred by the contractor over and above the awarded amount. The appropriation in the amount of \$400,000 was approved by the Council for the contingency; thereby making the total amount of the project \$5,080,736 (not to exceed). To date, the City has financed five (5) change orders in the amount of \$154,334. Please see the attachment to this agenda memorandum for the list.

Please be advised that there will be additional costs involved in furnishings, fixtures, and equipment (FF&E) when the building's construction is completed; specifically, in the acquisition of furniture, audio/visual equipment, kitchen equipment and supplies, tables and chairs, linens, office and suite furniture, plates/silverware/glasses, etc. The total cost of these items is unknown at this time; however, staff has discussed them and we have come up with an approximate appropriation of \$400,000. This number has been accounted for in the project.

The Town Center project, along with the Community Center Expansion project, will require a new roadway to be constructed due to the change in the road alignment. The Community Center Expansion will extend the existing west side of the building at least 35 feet to the west thereby encroaching into the existing roadway. Portions of the existing roadway in the rear of the Community Center will be excavated, and the new roadway will be shifted to the west. Approximately 450 lineal feet of roadway with a mean 30-foot width will need to be constructed and transitioned into the existing roadway heading north to the south end of the McBrien School. The cost of this new roadway, along with the relocation of the sewer line on the north side of the multi-purpose facility, totals \$186,690. Please see the attached change order request from Pillar.

It is the opinion of ASA Engineering that the cost for rebuilding the roadway quoted by Pillar is high; however, the City could run the risk of incurring conflicts if we have two (2) contractors working in the same area. Additionally, there is no guarantee that the City will

receive a significant cost reduction if we include this work under the City's 2025 resurfacing contract.

The new roadway was never a part of the building construction project. We were initially looking at a cost of \$125,000 to be funded through the Capital Improvement Fund – Street Resurfacing; however, we eventually abandoned that position. I am now recommending that the construction of the new roadway and the relocation of the sewer line be funded in the amount of \$186,690 from the 2024 Bond Issue fund balance. The fund balance is approximately \$648,000. The reasons for this recommendation are as follows: (1) I don't want to draw down the existing contingency on the multi-purpose facility project; (2) I don't want to appropriate any dollars from the LPRF grant project (expansion of the Community Center); and (3) I don't want to dilute the appropriation set aside for the City's 2025 road resurfacing project.

Attachment

JSM/

RESOLUTION NO. 3650

**A RESOLUTION OF THE EAST RIDGE CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO APPROVE A
CHANGE ORDER REQUEST FROM PILLAR
CONSTRUCTION TO CONSTRUCT A NEW ROADWAY TO
THE NEW MULTI-PURPOSE FACILITY**

WHEREAS, on September 26, 2024, Pillar Construction was awarded the bid for the construction of a multi-purpose facility adjacent to City Hall and the Community Center; and

WHEREAS, Pillar Construction is requesting a change order to the original agreement to include construction of a new roadway in front of the multi-purpose facility and behind the Community Center; and

WHEREAS, the cost of the Change Order is \$186,690.00; and

WHEREAS, the City Council deems the completion of the project, including the additional funds for the Change Order to be in the best interest of the citizens of East Ridge.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF EAST RIDGE, TENNESSEE, that the City Manager is authorized to approve the Change Order Request from Pillar Construction in the amount of \$186,690.00 for construction of a new roadway in front of the new multi-purpose facility and behind the Community Center.

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

Adopted this _____ day of _____ 2025.

Brian W. Williams, Mayor

Attest:

J. Scott Miller, City Manager

Approved as to Form:

Mark W. Litchford, City Attorney

TOWN CENTER - CHANGE ORDERS

<u>CO No.</u>	<u>Description</u>	<u>Amount</u>	<u>Status</u>
No. 1	Check Valve	\$1,242.00	Approved
No. 2	Roadway Alignment and Sewer Relocation		
No. 3	Rock Excavation - Retention Pond	\$30,800.00	Approved
No. 4	HVAC - Additional Interior/Exterior Duct and Insulation	\$10,984.00	Approved
No. 6	Toilet, Sink, Domestic Water Piping, and Wall Layout Changes	\$26,543.00	Approved
No. 5.1	Water and Fire Protection Changes	\$84,765.00	Approved

TOTAL

\$154,334.00

Weeks Paving Revised Cost and Breakdown

From: Branson Bowen <branson.bowen@weekspaving.com>
Sent: Wednesday, January 8, 2025 8:54 AM
To: Jeremy Siler
Subject: RE: Roadway Expansion

Good morning, After review of the roadway expansion I have the following. 580 tons of base stone. 182 binder mix. 110 surface mix. 11,809sf. 3 days of grading the base stone, Trucking for the base, Trucking for the asphalt, Labor for paving and grading.

I am willing to do this for you for \$ 73,000.00

On my end this looks very reasonable.

Thanks!

Branson Bowen

Weeks Paving, Inc.

P.O. Box 2166

Chattanooga, TN 37409

Office: 423-821-2669

Cell: 423-595-6845

WEEKS
PAVING

KEITH HODGE PLUMBING, LLC

THE PLUMBING PROFESSIONALS

8402 Factory Road
Guthrie, TN 37074
(615) 593-5330
Estimating@khppro.com

PROPOSAL #: Proposal #

DATE: 12/6/2024

TN Contractor License: 65086
Classification: CMC-A, MU-A
Limit: \$3,000,000.00
Expiration: 09/30/2025

Project

We thank you for the opportunity to bid this project.
For more information on this proposal, please email eric@khppro.com.

We hereby submit this proposal **PER PLANS & SPECS** for the above referenced Project:

WE PROPOSE that we have reviewed all plans and specifications submitted to us for this proposal. Recognition of Addendums or alternate requests will be noted accordingly below.

Our proposed scope of work:

Price to install two manholes and reroute sewer line around corner of building. Pricing includes:

- Excavation, backfill and flowable to within 6" of top of ditch in approximately 25' section to be under road per WWTa standards to be continued by paving contractor.
- Backfill outside of road to be backfilled with 1 ft of stone per WWTa standards and topped with uncompacted native soil.
- Provide and install two manholes.
- Core into existing manhole for new line.
- Seal existing inlet of manhole as required.
- Vacuum test and mandrel test of manholes and new lines.
- Fill existing pipe to be abandoned with flowable fill.

Excluded from this scope:

- Final paving
- Excavation of rock
- WWTa permits assumed to be waived
- Spoils to be disposed of on site or in dumpster provided by others

Total Bid Price:

\$37,000.00

ACCEPTANCE OF PROPOSAL The prices, specifications and conditions are satisfactory and are hereby accepted. KHP is authorized to do the work as specified. Payment will be made as outlined above.

Sewer Backfill Detail for Reference

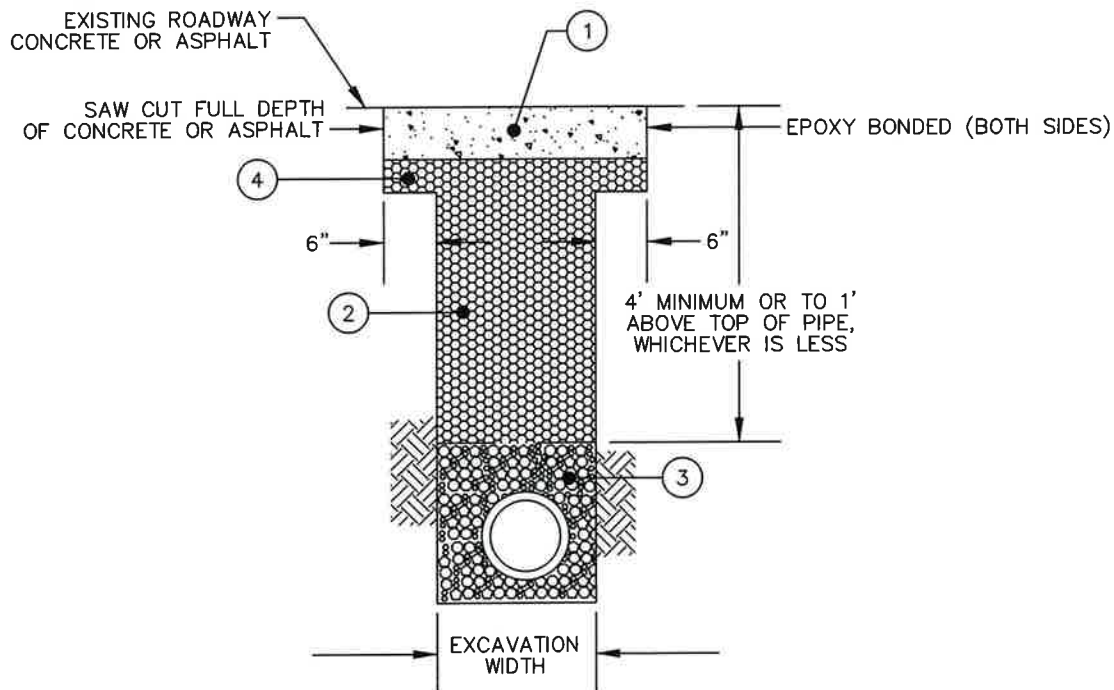
GENERAL REQUIREMENTS

1. ALL STREET CUTS MUST BE REPAIRED IMMEDIATELY AFTER BACKFILLING AND ACCORDING TO THIS STANDARD.
2. A ROAD CUT PERMIT AND AN APPROVED TRAFFIC CONTROL PLAN ARE REQUIRED FOR ALL CUTS IN STREETS.
3. WHERE LONGITUDINAL CUTS ARE MADE, THE OWNER RESERVES THE RIGHT TO REQUIRE ADDITIONAL RESURFACING BEYOND THE LIMITS OF THE REPAIR TO ENSURE THE PROPER RIDING CHARACTERISTICS AND THE STABILITY OF THE PAVEMENT.

DRAWING NOTES

- ① CLASS "A" CONCRETE PAVEMENT (4,000 PSI MINIMUM), 8" MINIMUM THICKNESS, COARSE BROOM FINISH THE CONCRETE SHALL BE COLORED AND STAMPED TO MATCH THE ADJACENT CONCRETE AS REQUIRED.
- ② FLOWABLE FILL
- ③ BEDDING MATERIAL – SEE SD-GEN-1
- ④ MINERAL AGGREGATE BASE, TYPE A, GRADING D (33-P*) COMPACTED TO A DENSITY OF 95% STANDARD PROCTOR. THE THICKNESS SHALL BE THE GREATER OF 4' OR THE EXISTING DEPTH OF BASE MATERIAL.

*LOCAL MUNICIPALITIES RULES FOR ROAD REPAIR MUST BE FOLLOWED



TRENCH WIDTH PAVEMENT REPAIR

HAMILTON COUNTY WATER & WASTEWATER TREATMENT AUTHORITY
SD-GEN-9



Jan 9, 2025

EAST RIDGE TOWN CENTER - CHANGE ORDER REQUEST 01 - DETACHED CURB REV 1 EAST RIDGE, TN

This Change Order Request for the above referenced project is based on the following documentation:

EAST RIDGE ROADWAY, ASA ENGINEERING, 11/2/24

Not all direction included in this documentation is included in this proposal. This information has been included for reference purposes only. Description of scope of work is provided below.

The following includes the labor and materials to install the 6" detached curb per 2/C4.0, as shown on C2.0 of the above referenced documents.

DETACHED CURB

\$18,600.00

- *Approximate length: 460 lf.*

GENERAL QUALIFICATIONS

- Benchmark and Building Corners for all scopes of work are to be provided and installed by GC.
- Concrete washout and other SWPPP installations required for this scope of work are not included.
- Concrete scopes of work have made no provision for weather. Cold weather pour requirements are considered additional costs if required.
- Sales Tax has been included for all materials included in the proposal.
- Price valid for 30 days from date of bid submission.

Thank you for the opportunity,



Jared Erwin

JARED@VALORBUILDLLC.COM

423.599.0418



Jan 9, 2025

Job Cost Breakdown
ERTC COR 01 - Post Curb

Materials

Concrete	14 CY		
Crushed Aggregate	20 Tons		
Form Ply	35 Sheets		
Subtotal			\$6,000.00

Labor

	460 lf		
Excavation/Gravel	\$10 plf	\$4,600.00	
Form Install	\$7 plf	\$3,220.00	
Pour and Finish	\$5 plf	\$2,300.00	
Subtotal			\$10,120.00

Subtotal Materials and Labor | \$16,120.00

Markup 15.00% \$2,418.00

Total Job Cost \$18,538.00

COR Total \$18,600.00



ASAP CONSULTING, INC.
 1501 TOMBRASS AVE
 EAST RIDGE, TN 37412
 615-887-7711
 www.asaconsulting.com



EAST RIDGE ROADWAY FOR CITY OF EAST RIDGE EAST RIDGE, TN 37412

PROJECT NO.	J24007
DATE	11/19/17
SCALE	AS SHOWN
DESIGNED BY	ALA
DRAWN BY	ALA
CHECKED BY	ALA
TITLE	

ROADWAY PLAN
 & PROFILE
 STREET NO.
C2.0

SITE DATA:
 PROPERTY INFORMATION
 1501 TOMBRASS AVE
 EAST RIDGE, TN 37412
 OWNER: EAST RIDGE
 SCOTT MILLER
 1501 TOMBRASS AVE
 EAST RIDGE, TN 37412
 425-867-7711

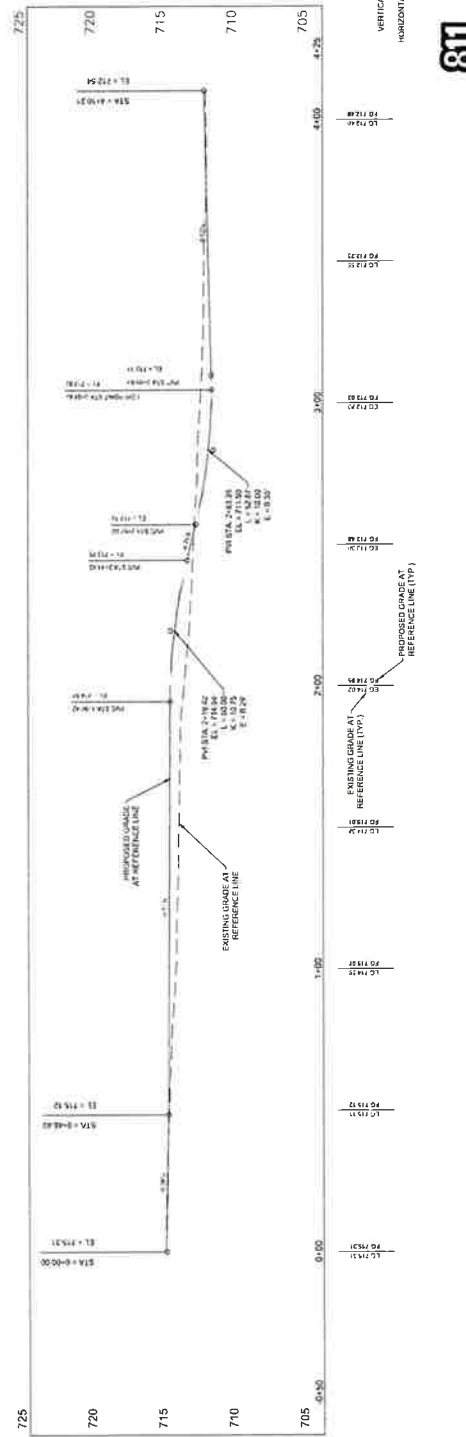
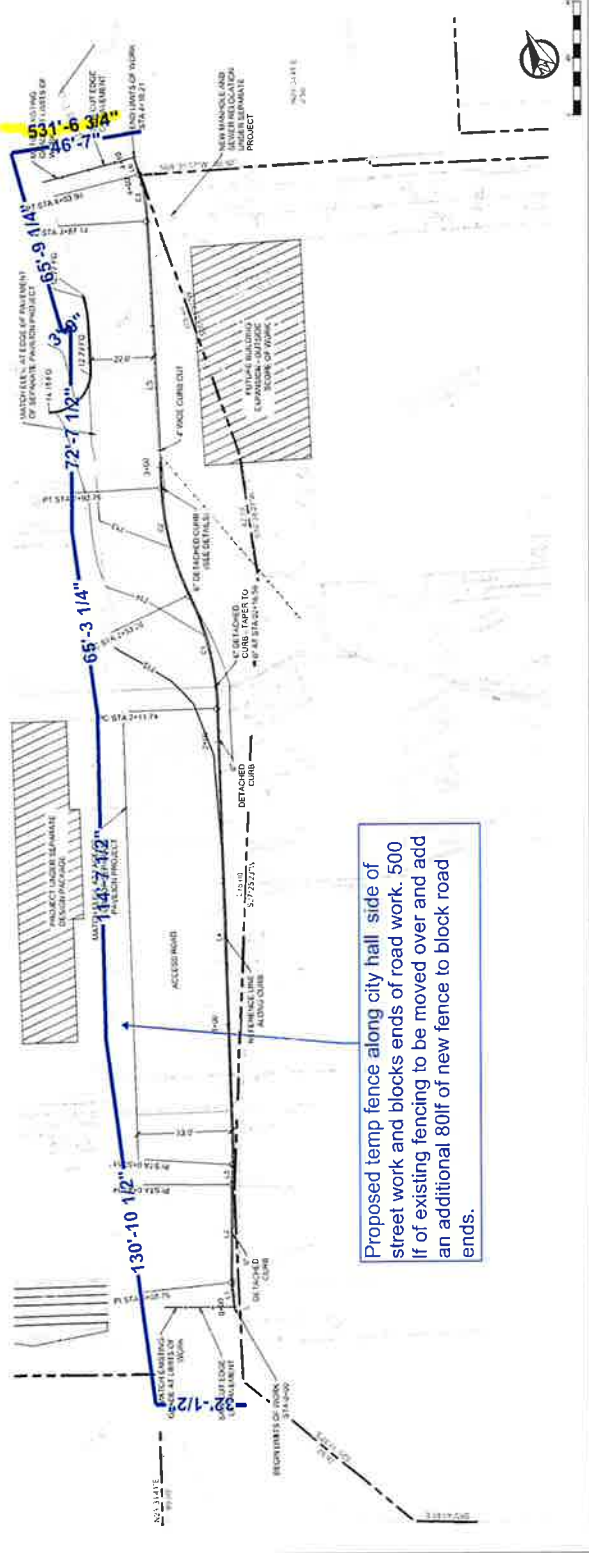
PROJECT ENGINEER: CONSULTING, INC.
 201 CHEROKEE BLVD., SUITE 101
 EAST RIDGE, TN 37412
 425-887-7711

ZONING INFORMATION: R1
 FLOOD ELEVATION: 108.0
 FLOOD HAZARD AREA: FEMA FIRM COMMUNITY
 PANEL NO. 47800000
 SHEET NO. 10000000

BOUNDARY AND TOPOGRAPHIC INFO DASHED
 BOUNDARY AND TOPOGRAPHIC INFO DASHED
 ENGIN: MALLI CONSULTING, INC. ENRITLED
 22-0012-14/11/18 DWG. DATED: JANUARY 2, 2024

PAVING LEGEND:
 SPECIAL FINISHES
 SEE DETAILS FOR PAVEMENT SECTION
 CONCRETE CURB
 (SEE DETAILS)
 ASPHALT SURF/CUT BENE
 (SEE DETAILS)

PAVING NOTES:
 1. DIMENSIONS SHOWN AT FACE OF CURB UNLESS NOTED OTHERWISE
 2. REFERENCE LINES AT FACE OF CURB EDGE OF PAVEMENT
 3. SEE DETAILS OR TYPICAL SECTION FOR ALIGNMENT TABLE



811
 Know what's below.
 Call before you dig.
 AGENCY: 811
 PROJECT: 1501 TOMBRASS AVE
 SHEET: C2.0
 DATE: 11/19/17
 DRAWN BY: ALA
 CHECKED BY: ALA

VERTICAL SCALE
 HORIZONTAL SCALE
 1" = 4'

AGENDA MEMORANDUM

Amending Ordinance 1093 - 2018 International Energy Conservation Code (IECC)

Date: February 27th, 2025

Submitted by:



Michael Howell, Chief Building Official

SUBJECT:

The City of East Ridge adopted the 2018 International Energy Conservation Code (IECC) on February 28, 2019. It is now necessary to update this code to ensure alignment with the requirements adopted by the state. The state's adoption of the 2018 IECC incorporates insulation, fenestration, and testing options from the 2009 IECC.

These amendments will specifically apply to detached one (1) or two (2) family dwellings, townhouses, and any additions to existing (1) or two (2) family dwellings or townhouses that involve thirty (30) square feet or more of interior space.

By implementing these changes, East Ridge's energy code will remain consistent with state standards and not impose stricter requirements.

Resolution No.

AGENDA MEMORANDUM

February 13, 2025

Submitted by:

Diane Qualls
Diane Qualls, Finance Director

Per Tennessee Code Annotated Section 6-56-105 that the governing body of each municipality shall cause an annual audit to be made of the accounts and records of all departments, boards, and agencies under the jurisdiction that receive and disburse funds. These audits must be prepared in accordance with generally accepted governmental auditing standards . The audit must be prepared by certified public accounting firm.

The Comptroller Office prefers that these contracts are received in their office by the end of March.

AGENDA MEMORANDUM
DEVELOPMENT AGREEMENT
BKW Properties, LLC

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

BKW Properties, LLC intends to develop a first-class reputable restaurant within the Border Region District; specifically located at 6521 Ringgold Road (formerly Walley's Restaurant).

They have requested of the City to enter into a Development Agreement relating to the Border Region Retail Development District pursuant to the Border Region Act.

BKW Properties, LLC is scheduled to be heard by the Industrial Development Board (IDB) on Thursday, February 20, 2025. Should the IDB approve the Development Agreement then said document will be scheduled before the East Ridge City Council for their consideration for approval at the February 27, 2025 regular business meeting.

JSM/

AGENDA MEMORANDUM
MOBILE FOOD TRUCKS

February 27, 2025

Submitted By:



J. Scott Miller, City Manager

SUBJECT:

At the January 23, 2025 regular business meeting of the East Ridge City Council, Councilwoman Aundie Witt brought forth under Communication from Councilmembers the subject of mobile food trucks. She asked that the draft of a mobile food truck ordinance that was presented to the Mayor and City Council a couple of years ago be resurrected and brought before the elected body for discussion.

The draft of the mobile food truck ordinance was forwarded to the Mayor and City Council via email communication dated February 3, 2025. Attached hereto please find a copy of the draft document.

Attachment

JSM/

AN ORDINANCE TO CREATE TITLE 9, CHAPTER 11 OF THE EAST RIDGE MUNICIPAL CODE ESTABLISHING REGULATIONS FOR OPERATING A MOBILE FOOD VENDING BUSINESS WITHIN THE CITY OF EAST RIDGE, TENNESSEE

Purpose.

It is the purpose of this chapter to protect the public health, safety, and general welfare of individuals and the community at large, to establish uniform regulations for the operation of mobile food vehicles, and to enhance street-level economic opportunities within the city.

Definitions

For the purpose of this chapter, unless specifically defined below, words or phrases shall be interpreted so as to give them the meaning they have in common usage and to give this chapter its most effective application. Words in the singular shall include the plural, and words in the plural shall include the singular. Words used in the present tense shall include the future tense. The word "shall" connote mandatory and not discretionary; the word "may" be permissive. The following definitions shall apply in the interpretation of this chapter, whether capitalized or not and in any regulations promulgated hereunder, unless specifically stated otherwise.

- (1) *Canteen truck* means any vehicle that operates to provide food service to workers at locations where food is otherwise unavailable, from which vendors sell food that requires no on-site preparation or assembly, other than the heating of pre-cooked foods. Canteen vehicles shall not require a mobile food vending permit.
- (2) *Catering* means the provision of food and drink at a private event or other gathering where no sales of food to the public occurs.
- (3) *Commissary* means a fixed, non-mobile establishment or any other place used for the storage of supplies, the preparation of food to be sold or served at or by a mobile food vendor, or the cleaning and servicing of the mobile food vehicle.
- (4) *Ice cream truck* means any operable vehicle from which an operator sells only pre-packaged frozen products, soft serve, or hand-dipped frozen products. Ice cream trucks shall not require a mobile food vending permit.
- (5) *Location-specific mobile food permit* means a permit that has been approved and issued by the City of East Ridge to the owner of a private property for the purpose of allowing a single (one) mobile food vehicle to be staged, on-site overnight regardless of duration. Private properties that have a valid location-specific mobile food permit may have multiple mobile food vehicles "in operation" as

defined during the day, but only one mobile food vehicle is allowed to be staged or parked on-site overnight when not "in-operation."

(6) *Mobile food owner or vendor* means any person or entity selling food or drinks from a mobile vehicle, including, but not limited to a food truck, trailer, pushcart, or ice cream truck.

(7) *Mobile food vehicle* means an enclosed unit, truck, or trailer that is roadworthy, has a valid motor vehicle title and registration, and has a license that is properly displayed and from which food is prepared, cooked, assembled, or stored with the intent to sell such food to the public. This definition does not include pushcarts.

(8) *Mobile food vehicle—"In operation"* means a mobile food vehicle that when arriving to an approved private property or site is either preparing to open for business, open for business, or in the process of preparing to leave a site, and shall return to an approved, state-inspected commissary or other City of East Ridge permitted location.

(9) *Mobile food vending permit* means any permit granted by the City of East Ridge for the operation of a mobile food vehicle or pushcart. canteen vehicles and ice cream vehicles shall not require a mobile food vending permit.

(10) *Private property* means real property owned by an individual or individuals having exclusive rights to it, and which is not owned by a public entity.

(11) *Public property* means real property owned by the City of East Ridge or Hamilton County, including public and private right-of-way/streets designed for motor vehicles.

(12) *Pushcart* means any wheeled vehicle or device which may be moved without the assistance of a motor, and which is not required to be licensed and registered by the Tennessee Department of Transportation, and from which food is prepared, cooked, assembled, or stored, with the intent to sell such food to the public. A mobile food vending permit is required, and pushcarts shall not operate within the street right-of-way where licensed motor vehicles operate.

(13) *Right-of-way* means an area owned or maintained by the city, county, the State of Tennessee, federal government, a public utility, a railroad, or a private concern for the placement of such utilities and/or facilities for the passage of vehicles or pedestrians, including roads, streets, pedestrian walkways, utilities, or railroads.

(14) *Sidewalk clear zone* means any portion of the right-of-way that is intended for pedestrian traffic along the sidewalk or a multiuse path. The minimum width and location of the clear zone shall be determined by the paved area of any sidewalk within the right-of-way, however, in all instances it must be a minimum of 48 feet in width, and compliant with the Americans with Disabilities Act for public sidewalk accessibility.

(15) *Special event* means any public gathering such as a block party, local special event, parade, festival, celebration, concert, carnival, fair, exhibits, trade shows or any similar occurrence to be conducted on public or private property within the City of East Ridge, Tennessee. Special events

occurring entirely within structures that have been approved by the city for occupancy by 500 or more people.

(16) *Special event permit* means any permit approved by the City of East Ridge authorizing the holding of a special event as defined here within.

(17) *Unimproved property* means any property that (does not have ingress and egress through a driveway of an approved material and, does not contain a building that may be occupied pursuant to applicable building codes.

Mobile food vending—When allowed.

(1) It shall be a violation to engage in mobile food vending in the City of East Ridge, whether on public or private property, unless authorized by the City of East Ridge through:

(a) The issuance of a mobile food vending permit; and

(b) Having obtained all necessary business licenses and any applicable permits, licenses or certifications from the State of Tennessee, and Hamilton County Tennessee Health Department.

(c) The operation of a mobile food vehicle on private property within office, commercial, industrial, and mixed-use zoning districts as described in the City of East Ridge Zoning Ordinance with written permission from the property owner.

(d) Operation as part of a private events/parties hosted by a homeowner's association or similar neighborhood group within a residential neighborhood or subdivision or, as part of a private party at a single residence.

(e) Food prepared, served, or sold from a mobile food vehicle or pushcart as designed for mobile food vending.

Permitting requirements.

(1) Mobile food vending permit. Prior to operating a mobile food vehicle or a pushcart as defined in this chapter, operators shall obtain a mobile food vending permit from the City of East Ridge. A mobile food vending permit shall only be granted after a mobile food vending permit application has been approved by the City of East Ridge Building Official or their designee. The permitting process shall be required for each individual mobile food vehicle that is to operate within the City of East Ridge. Mobile food vending permits are non-transferrable.

(a) No mobile food vending permit shall be required when vending is limited to a single mobile food vehicle on private property operating solely for private catering purposes and when the following provisions are met:

- i. The mobile food truck is parked entirely on private property.
- ii. Service is limited to the guests of the catered event only.
- iii. No payment transactions shall occur for individual orders taken by the mobile food truck operator.

(b) Mobile food vehicles operating solely within a City of East Ridge permitted special event are exempt from the mobile food vehicle permitting process, providing no additional sales are planned outside of the regularly scheduled, permitted special event.

(2) The vendor shall submit a mobile food vending permit application as approved in form by the city attorney. Applicants for a mobile food vending permit under this chapter must file with the Building and Codes Department a written application containing the following:

- (a) Name of applicant/vendor.
- (b) A valid government issued ID, for the business owner or the owner of the mobile food vehicle.
- (c) Complete permanent home address and business address of the applicant.
- (d) A brief description of the nature of the business and the goods to be sold.
- (e) As applicable, the location and length of time for which the mobile food vehicle will be staged on a privately-owned property that has a valid location-specific mobile food permit.
- (f) The vehicle registration number, make, model and description for any vehicle to be used including dimensions and color photographs (front, both sides, rear) of the mobile food unit or vehicle.
- (g) Other cities or towns, if any, where within the past 12 months the applicant conducted business immediately preceding the date of application.

(3) Location-specific mobile food permit applications.

(a) *Site plan.* A site plan for the proposed location shall be submitted to the City of East Ridge Building and Codes Department by the property owner or their agent. The site plan shall show the location of the mobile food vehicle, its relationship to other structures, proposed parking to serve the location, and any other pertinent details.

(b) *Inspection and permit from the fire marshal.* Mobile food vehicles shall be subject to an inspection by the City of East Ridge Fire Marshal or their designee.

(c) *Clearance to structures.* There shall be a clearance of no less than 20 feet between any portion of a mobile food vehicle and any structure built of combustible construction. There shall be a clearance of no less than ten feet between any portion of a mobile food vehicle and any structure built of non-combustible construction.

(d) *Restroom accessibility.* Mobile food vendors shall provide access to restroom facilities for employees when the mobile food vehicle is open for business three hours or greater in duration.

(e) *Public safety compliance.*

i. Mobile food vendors staged on property that has a valid location-specific mobile food permit acknowledge and agree that the city has the right to require the movement of their mobile food vending vehicle/trailer and any other associated structures/furnishings should the city determine that its presence is a threat to public safety.

ii. All temporary signs, tables, chairs, steps, decks, and other accessory items associated with mobile food vehicles staged on property that has a valid location-specific mobile food permit may remain in place when a mobile food vehicle is not "in operation" which includes allowing these accessory items to remain in place for up to 24 hours when the mobile food vehicle temporarily leaves the property.

(4) As applicable, the vendor of a mobile food vehicle and the owner or their agent of the private property seeking a location-specific mobile food permit shall be subject to a mobile food vending application fee - comprehensive fees and penalties.

(5) Mobile food vending permits and location-specific mobile food permits shall expire December 31 of each year concurrently with the annual business license and shall be subject to annual renewal. Permits issued between January 1 and June 30 shall pay the full permit fee, comprehensive fees, and penalties. Permits issued between July 1 through December 31 shall pay a prorated permit fee of 50 percent of the fee listed comprehensive fees and penalties.

Operational requirements.

(1) *General requirements.* The following operational requirements shall apply to all mobile food vendors and location-specific mobile food permit holders:

(a) Mobile food vehicles may operate only on properties within office, commercial, industrial, mixed-use, and civic and institutional zoning districts as described in the City of East Ridge Zoning Ordinance with written permission from the property owner or their agent.

Mobile food vehicles may also operate as part of a hosted by a homeowner's association or similar neighborhood group within a residential neighborhood or subdivision, or as part of a private party at a single residence.

(b) Trash receptacle(s) and private waste disposal services shall be provided.

(c) Except for mobile food vehicles staged on property that has a valid location-specific mobile food permit, all temporary signs, tables, chairs, umbrellas, trash cans, steps, decks, and other accessory items shall be removed and stored out of sight when not open for business.

(d) No amplified music or PA system.

(e) Business access. No mobile food vehicle shall operate in a location or manner that impedes access to or from another business, or otherwise may interfere with access to emergency areas, paths, or facilities.

(f) Utility connections. Permanent connections to water, sanitary sewer, gas, or electrical service are prohibited.

(g) Pedestrian access.

i. Mobile food vehicles and pushcarts shall not reduce the pedestrian clear path of travel on public or private sidewalks or multi-use paths to less than four feet.

ii. Mobile food vehicles shall provide no less than six feet, eight inches of clearance under awnings and canopies.

(2) *Operation on private property.* Any mobile food vehicle operating on private property under a mobile food vending permit shall be subject to the following operations requirements:

(a) Compliance with all general requirements listed above.

(b) Mobile food vendors must obtain written permission from the owner or their agent of the private property on which the mobile food vehicle will operate.

(c) Mobile food vehicles may not operate on unimproved properties unless a paved driveway entrance leading to the street right-of-way and, a gravel or asphalt/concrete paved surface that meets the requirements of the city development regulations, sufficient in size to allow for the parking of the mobile food vehicle(s) and other motor vehicles on the property.

(d) Mobile food vehicles operating on private property shall not be parked within ten feet of a public right-of-way.

(e) Ice cream trucks may operate on private, residentially zoned property for a special occasion (i.e., birthday, graduation, etc.) with written permission of the property owner or their agent.

(f) The sale of alcohol or alcoholic mixed beverages shall be prohibited.

(g) Signage.

i. Permitted signage may include affixed signs on the exterior of the mobile food unit, and one menu or sandwich board style sign, not to exceed two and one-half feet in width by three and one-half feet in height and may be placed outside the accompanying mobile food vehicle only during hours of operation.

(h) Moving of mobile food vehicles when not open for business.

i. When not staged on a privately-owned parcel that has a valid location-specific mobile food permit, mobile food vehicles shall be "in operation" as defined means a mobile food vehicle that when arriving at an approved private property or site is either preparing to open for business, open for business, or in the process of preparing to leave a site, and shall return to an approved, state-inspected commissary or the other City of East Ridge permitted location.

(3) Operation on public property.

(a) Compliance with all general requirements listed above.

(b) Mobile food vendors operating within the public right-of-way or on public property shall be as approved by a special event permit or the city administrator, or their designee.

(c) Canteen trucks and ice cream trucks are not regulated by this chapter provided they:

i. Are not stationary for more than ten minutes.

ii. Not impeding the flow of traffic.

i. And in the case of canteen trucks, are operating within active construction sites.

Mobile food vending in City of East Ridge public parks.

(1) Compliance with all general requirements listed above.

(2) At the discretion of the East Ridge Parks Director, or their designee, the parks department shall advertise for and accept proposals from mobile food vendors desiring to vend in City of East Ridge public parks. At minimum, any proposal shall include the following:

(i) Proof of any required licenses and permits.

(ii) A picture and written description of the mobile food vehicle proposed to be used.

(iii) A list or menu of proposed items for sale.

(iv) Operate only within the designated area at approved park properties. Mobile food vehicle owners and vendors are prohibited from using a pushcart or circulating throughout the premises of park properties in any manner.

(v) Vendors must supply a certificate of insurance with the City of East Ridge named as an insured with liability insurance - comprehensive fees and penalties.

(3) The parks department will set designated times and locations for mobile food vendors. Each potential vendor will be provided a list of designated times, as well as a map of available locations. Park locations will require a reservation with a limit of two mobile food vehicles per park. These spaces must be reserved in advance by contacting the parks department. At the discretion of the parks department director or their designee, mobile food vendors will be required to rotate throughout the month to best serve the community.

(4) Vendors shall not provide or allow any dining facilities, including but not limited to tables, chairs, booths, bar stools, benches, tents, and standup counters.

(5) Mobile food vehicles and all associated equipment must be removed from the park at the end of each day. The mobile food vehicles and any equipment are not permitted in the park overnight at any time.

(6) Mobile food vehicles shall provide a trash receptacle for the collection of vendor waste material. Trash collected or generated by mobile food vehicles shall not be placed or disposed of in a park or park facility trash receptacle. Vendors shall remove all trash and litter from park grounds within 50 feet of their mobile food vehicles. Recycling is encouraged and must also be removed from park property at the responsibility of the mobile food vendor.

(7) Any power and electrical required for operations shall be self-contained and vendors are prohibited from using utilities drawn from the park property unless specifically authorized in writing by the City of East Ridge Parks Department.

(8) A permit fee for the payment to the City of East Ridge for the privilege of vending within a city park.

(9) At the discretion of the parks director or their designee, the parks department shall reserve all rights to revoke a mobile food vending permit within the City of East Ridge parks should an operator or mobile food unit fail to comply with the standards of this section including, but not limited to the following reasons:

(10) The licensed vendor or operator engaged in the conduct of character that was misleading, deceptive, or fraudulent.

(11) The licensed vendor or operator engaged in untruthful or deceptive advertising.

(12) The licensed vendor or operator engaged in conduct detrimental to the health of park patrons, including but not limited to intimidation, or verbal, physical, and/or sexual assault.

(13) The licensed vendor or operator failed to maintain or acquire any permits required by this chapter.

Compliance with health regulations.

- (1) Valid health inspection certifications acquired in accordance with the State of Tennessee shall serve as certification of inspection for operation in the City of East Ridge.

Compliance with fire and public safety regulations.

- (1) Any mobile food vendor operating a mobile food vehicle in the City of East Ridge shall comply with requirements of the International Fire Code as adopted by the City of East Ridge, any other regulatory fire code as adopted by the City of East Ridge, and any additional rules and regulations adopted by the City of East Ridge Fire Department for the operation of mobile food vehicles. Prior to the issuance of a mobile food vending permit, mobile food vehicles shall be subject to inspection by the City of East Ridge Fire Marshal.

Insurance.

- (1) A mobile food vehicle owner shall maintain liability insurance policy in the amounts specified in appendix a - comprehensive fees and penalties to obtain a mobile food vending permit. Proof of current liability insurance, issued by an insurance company licensed to do business in Tennessee, protecting the mobile food vehicle vendor, the public and the city from all claims for damage to property and bodily injury, including death, which may arise from operation under or about the permit. The insurance shall also name the city as an additional insured and shall provide that the policy shall not terminate or be canceled prior to the expiration date without 30 days' advanced written notice to the city. Failure to maintain the required insurance coverage is grounds for vending license revocation.

Mechanism for complaints—Suspension or revocation.

- (1) Should the City of East Ridge observe a mobile food vendor in violation of this chapter, code enforcement, or their designee, may seek resolution through the issuance of a notice of violation to parties involved in the operation of the mobile food vending unit, including, but not limited to the operator or owner of the unit, as well as the property owner where the violation occurred. The Building Official also has the discretion to suspend or revoke a mobile food vending permit when a mobile food vendor and/or owner are found in violation of this chapter.

Appeals.

- (1) Mobile food owners and vendors who have received a notice of violation or, have had their mobile food vending permit suspended or revoked, may file a request for appeal with the building and codes department director requesting an appearance before the City of East Ridge city council to request reinstatement of their mobile food vending permit. Such a request shall provide a thorough justification of the request. Requests for appeals shall be scheduled within 45 days of receipt with City Council.

Title 9 - Business, Peddlers, Solicitors, Taxicabs, Pool Rooms, Licensing, ETC

Mobile Food Vehicle - \$100.00/vehicle, per year

Application/permit fee (fee to be updated annually based on administration cost)

Location Specific mobile food permit - \$200.00/property, per year

Violations – Maximum \$50.00 per day per offense

Prorated - Permits issued between January 1 and June 30 shall pay the full permit fee. Permits issued between July 1 through December 31 shall pay a prorated permit fee of 50 percent of the fee listed.



MOBILE FOOD VENDING PERMIT Required Documents Checklist

Name of Mobile Food Vendor: _____

Revenue Management Required Items	Applicant	Staff
Fire Inspection Completed by Fire Marshal	<input type="checkbox"/>	<input type="checkbox"/>
Copy of City & County Business License	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Hamilton County, Health Dept License	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Government Issued ID	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Vehicle Registration	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Proof of Liability Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Color Photos of the Mobile Food Unit	<input type="checkbox"/>	<input type="checkbox"/>
Letter of Permission from Business Owner, (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Application Fee, Non-Refundable (See Appendix A)	<input type="checkbox"/>	<input type="checkbox"/>
Permit Sticker Issued	<input type="checkbox"/>	<input type="checkbox"/>

I have read, completed and acknowledge that inspections and all documentation has been completed and the annual permit fee has been paid to the City of East Ridge, Building and Codes Department. I also acknowledge and agree that the City of East Ridge has the right to require the movement of Mobile Food Vehicle, Trailer or other associated structures/furnishings should the City determine its presence is a threat to public safety.

Signature: _____ Date: _____

For Office Use Only:

Date of Receipt of Application: _____

Date Revenue Management Issued Permit: _____

Permit Number: _____

Payment Type: Cash: Check: Check #: _____



APPLICATION FOR MOBILE FOOD VEHICLE PERMIT

City of East Ridge
Building and Codes Department
1517 Tombras Avenue
East Ridge, TN 37412
423-867-7711

APPLICANT INFORMATION

Applicant Name: _____
Applicant Address: _____
City: _____ State: _____ Zip Code: _____
Telephone: _____ Mobile Phone: _____
Government Issue ID #: _____
Email Address: _____

BUSINESS INFORMATION

Business Name: _____
Business Address: _____
City: _____ State: _____ Zip Code: _____
Length of time for which mobile food vehicle will be staged on property: _____

GENERAL BUSINESS DESCRIPTION

Please provide a brief description of the nature of the business and the goods to be sold, (grilling, frying, hot beverage service, etc...). Please include a menu with this application, if available.

Food products:

Food preparation methods:

VEHICLE INFORMATION – Must include photographs, (front, both sides & rear)

Make: _____ Model: _____ Description: _____

Registration Number: _____ Length: _____ Width: _____

Other cities or towns, if any, where within the past twelve (12) months the applicant conducted business immediately preceding the date of application.

I certify that all information in this application and the required documents is accurate to the best of my knowledge. I agree to comply with the City of East Ridge regulations regarding Mobile Food Vehicles. I understand that if any changes are made to the information included in this application, I should notify the City of East Ridge Building and Codes Department.

Applicant's Signature: _____ Date: _____

Applicant's Name Printed: _____



APPLICATION FOR MOBILE FOOD VEHICLE PERMIT

(Location Specific)

City of East Ridge

Building and Codes Department

1517 Tombras Avenue

East Ridge, TN 37412

423-867-7711

APPLICANT INFORMATION

Applicant Name: _____

Applicant Address: _____

City: _____ State: _____ Zip Code: _____

Telephone: _____ Mobile Phone: _____

Government Issue ID #: _____

Email Address: _____

BUSINESS INFORMATION

Business Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Length of time for which mobile food vehicle will be staged on property: _____

GENERAL BUSINESS DESCRIPTION

Please provide a brief description of the nature of the business and the goods to be sold, (grilling, frying, hot beverage service, etc...). Please include a menu with this application, if available.

Food products:

Food preparation methods:

VEHICLE INFORMATION – Must include photographs, (front, both sides & rear)

Make: _____ Model: _____ Description: _____

Registration Number: _____ Length: _____ Width: _____

Other cities or towns, if any, where within the past twelve (12) months the applicant conducted business immediately preceding the date of application.

I certify that all information in this application and the required documents is accurate to the best of my knowledge. I agree to comply with the City of East Ridge regulations regarding Mobile Food Vehicles. I understand that if any changes are made to the information included in this application, I should notify the City of East Ridge Building and Codes Department.

Applicant's Signature: _____ Date: _____

Applicant's Name Printed: _____



**MOBILE FOOD VENDING PERMIT
(LOCATION SPECIFIC)
Required Documents Checklist**

Name of Mobile Food Vendor: _____

Revenue Management Required Items	Applicant	Staff
Fire Inspection Completed by Fire Marshal	<input type="checkbox"/>	<input type="checkbox"/>
Copy of City & County Business License	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Hamilton County Health Dept License	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Government Issued ID	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Vehicle Registration	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Proof of Liability Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Color Photos of the Mobile Food Unit	<input type="checkbox"/>	<input type="checkbox"/>
Letter of Permission from Business Owner, (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Site Plan Attached, (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Clearance of Structure/s Statement	<input type="checkbox"/>	<input type="checkbox"/>
Statement/Letter of Restroom Facilities, (if applicable)	<input type="checkbox"/>	<input type="checkbox"/>
Application Fee, Non-Refundable (See Appendix A)	<input type="checkbox"/>	<input type="checkbox"/>
Permit Sticker Issued	<input type="checkbox"/>	<input type="checkbox"/>

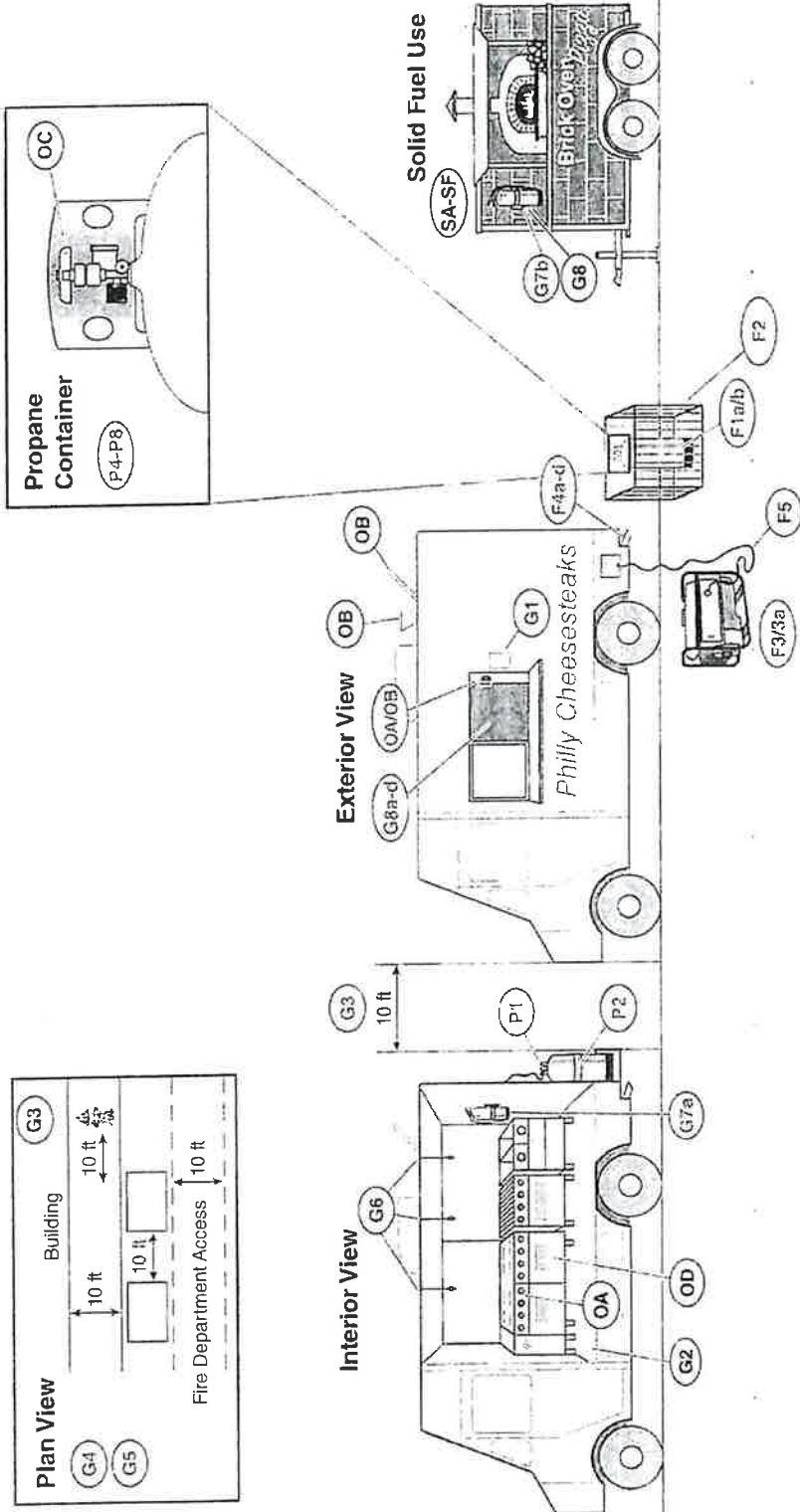
I have read, completed, and acknowledge that inspections and all documentation has been completed and the annual permit fee has been paid to the City of East Ridge, Building and Codes Department. I also acknowledge and agree that the City of East Ridge has the right to require the movement of Mobile Food Vehicle, Trailer or other associated structures/furnishings should the City determine its presence is a threat to public safety.

Signature: _____ Date: _____

<p>For Office Use Only:</p> <p>Date of Receipt of Application: _____</p> <p>Date Revenue Management Issued Permit: _____</p> <p>Permit Number: _____</p> <p>Payment Type: Cash: <input type="checkbox"/> Check: <input type="checkbox"/> Check #: _____</p>
--



FACT SHEET » Food Truck Safety



NOTE: This information is provided to help advance safety of mobile and temporary cooking operations. It is not intended to be a comprehensive list of requirements for mobile and temporary cooking operations. Check with the local jurisdiction for specific requirements. This safety sheet does not represent the official position of the NFPA or its Technical Committees. The NFPA disclaims liability for any personal injury, property, or other damages of any nature whatsoever resulting from the use of this information. For more information, go to nfpa.org/foodtrucksafety.

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NATIONAL FIRE PROTECTION ASSOCIATION
The leading information and knowledge resource on fire, electrical and related hazards



FACT SHEET » Food Truck Safety (continued)

NFPA code references are provided at the end of each item. The red keys correspond to the NFPA food truck safety diagram. For more detailed information, see Annex B in NFPA 96.

GENERAL SAFETY CHECKLIST

- Obtain license or permits from the local authorities. [1:1.12.8(a)] **G1**
- Ensure there is no public seating within the mobile food truck. **G2**
- Check that there is a clearance of at least 10 ft away from buildings, structures, vehicles, and any combustible materials. [96:7.8.2; 96:7.8.3 for carnivals only] **G3**
- Verify fire department vehicular access is provided for fire lanes and access roads. [1:18.2.4] **G4**
- Ensure clearance is provided for the fire department to access fire hydrants and access fire department connections. [1:13.1.3; 1:13.1.4; 1:13.1.5] **G5**
- Check that appliances using combustible media are protected by an approved fire extinguishing system. [96:10.1.2] **G6**
- Verify portable fire extinguishers have been selected and installed in kitchen cooking areas in accordance with NFPA 10. [96:10.9.3] **G7a**
- Where solid fuel cooking appliance produce grease-laden vapors, make sure the appliances are protected by listed fire-extinguishing equipment. [96:14.7.1] **G7b**
- Ensure that workers are trained in the following: [96:B.15.1]: **G8**
 - Proper use of portable fire extinguishers and extinguishing systems [10:1.2] **G8a**
 - Proper method of shutting off fuel sources [96:10.4.1] **G8b**
 - Proper procedure for notifying the local fire department [1:10.14.9 for carnivals only] **G8c**
 - Proper procedure for how to perform simple leak test on gas connections [58:6.16, 58:6.17] **G8d**

FUEL & POWER SOURCES CHECKLIST

- Verify that fuel tanks are filled to the capacity needed for uninterrupted operation during normal operating hours. [1:10.14.10.1 for carnivals only] **F1a**
- Ensure that refueling is conducted only during non-operating hours. [96:B.18.3] **F1b**
- Check that any engine-driven source of power is separated from the public by barriers, such as physical guards, fencing, or enclosures. [96:B.16.2.2] **F2**
- Ensure that any engine-driven source of power is shut down prior to refueling from a portable container. [1:11.7.2.1.2] **F3**
- Check that surfaces of engine-driven source of power are cool to the touch prior to refueling from a portable container. **F3a**
- Make sure that exhaust from engine-driven source of power complies with the following: **F4**
 - At least 10 ft in all directions from openings and air intakes [96:B.13] **F4a**
 - At least 10 ft from every means of egress [96:B.13] **F4b**
 - Directed away from all buildings [1:11.7.2.2] **F4c**
 - Directed away from all other cooking vehicles and operations [1:11.7.2.2] **F4d**
- Ensure that all electrical appliances, fixtures, equipment, and wiring complies with the NFPA 70®. [96:B.18] **F5**

PROPANE SYSTEM INTEGRITY CHECKLIST

- Check that the main shutoff valve on all gas containers is readily accessible. [58:6.26.4.1(3)] **P1**
- Ensure that portable gas containers are in the upright position and secured to prevent tipping over. [58:6.26.3.4] **P2**
- Inspect gas systems prior to each use. [96:B.19.2.3] **P3**
- Perform leak testing on all new gas connections of the gas system. [58:6.16; 58:6.17] **P4**
- Perform leak testing on all gas connections affected by replacement of an exchangeable container. [58:6.16; 58:6.17] **P5**
- Document leak testing and make documentation available for review by the authorized official. [58:6.26.5.1(M)] **P6**
- Ensure that on gas system piping, a flexible connector is installed between the regulator outlet and the fixed piping system. [58:6.26.5.1(B)] **P7**
- Where a gas detection system is installed, ensure that it has been tested in accordance with the manufacturer's instructions. [96:B.19.2.1] **P8**

OPERATIONAL SAFETY CHECKLIST

- Do not leave cooking equipment unattended while it is still hot. (This is the leading cause of home structure fires and home fire injuries.) **OA**
- Operate cooking equipment only when all windows, service hatches, and ventilation sources are fully opened. [96:14.2.2; 96:14.2.3] **OB**
- Close gas supply piping valves and gas container valves when equipment is not in use. [58:6.26.8.3] **OC**
- Keep cooking equipment, including the cooking ventilation system, clean by regularly removing grease. [96:11.4] **OD**

SOLID FUEL SAFETY CHECKLIST (WHERE WOOD, CHARCOAL, OR OTHER SOLID FUELS USED)

- Fuel is not stored above any heat-producing appliance or vent. [96:14.9.2.2] **SA**
- Fuel is not stored closer than 3 ft to any cooking appliance. [96:14.9.2.2] **SB**
- Fuel is not stored near any combustible flammable liquids, ignition sources, chemicals, and food supplies and packaged goods. [96:14.9.2.7] **SC**
- Fuel is not stored in the path of the ash removal or near removed ashes. [96:14.9.2.4] **SD**
- Ash, cinders, and other fire debris should be removed from the firebox at regular intervals and at least once a day. [96:14.9.3.6.1] **SE**
- Removed ashes, cinders, and other removed fire debris should be placed in a closed, metal container located at least 3 ft from any cooking appliance. [96:14.9.3.8] **SF**

NFPA RESOURCES

NFPA 1, Fire Code, 2015 Edition
 NFPA 1, Fire Code Handbook, 2015 Edition
 NFPA 58, Liquefied Petroleum Gas Code, 2017 Edition
 LP-Gas Code Handbook, 2017 Edition
 NFPA 70®, National Electrical Code®, 2017 Edition
 National Electrical Code® Handbook, 2017 Edition

NFPA 96, Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations, 2017 Edition
 NFPA 96: Standard for Ventilation Control and Fire Protection of Commercial Cooking Operations Handbook, 2017 Edition

For more of these resources,
become an NFPA member

AGENDA MEMORANDUM
SOUND ATTENUATION
EAST RIDGE ANIMAL SHELTER

February 27, 2025

Submitted By:


J. Scott Miller, City Manager

SUBJECT:

My office has consistently received complaints from the residents (majority being senior citizens) residing in the apartment complexes adjacent to the east side of the Animal Shelter about the barking of the dogs housed in the dog kennels in the shelter.

During that time Police Chief Clint Uselton and I met with two acoustic professionals on site to discuss remedies that could be implemented to hopefully substantially reduce the noise both inside and outside of the facility. Each of them mentioned a couple of solutions that could be constructed/installed: ie. hanging of baffles from the ceiling of the dog kennels inside and outside; installing sound silencer acoustical wall panels; and constructing a sound wall (12-15 feet in height) to be installed on the east side of the shelter. One professional made a written proposal to design a system (inside and outside) for a fee of \$8,500.

Chief Uselton and I contemplated moving forward with the proposal; however, after talking about possible solutions we came to the conclusion that the City should go out and solicit bids for a design-build project proposing: (1) the construction of a 15-foot sound wall on the full east side of the shelter; (2) the installation of wall/ceiling acoustical panels in the dog kennels inside of the building; and (3) the installation of wall/ceiling acoustical panels in the dog kennels outside of the building. The City Council at their regular business meeting of November 14, 2024 approved City Staff proceeding with soliciting bids for the implementation of sound attenuation measures in the animal shelter.

With the assistance of the Input Group and the Chief Building Official a set of design-build specifications were drafted and the project bid out. The City received one bid from the Input Group at the bid opening on February 6, 2025 and the amount of the bid was significantly over Staff's allocation for this work. City Staff will need to meet with the sole bidder and negotiate a cost that is reasonable to the City. Funds for this work are available from the balance in the contingency fund of the Animal Shelter project in the amount of \$217,000.

JSM/