



City of East Ridge

1517 Tombras Avenue
East Ridge, Tennessee 37412
(423)867-7711 • www.eastridgen.gov

Office of the City Manager

MONTHLY REPORT

FOR

SEPTEMBER 2023

J. SCOTT MILLER CITY MANAGER

Brian Williams
Mayor

Esther Haynes
Vice Mayor

Jacky Cagle
Councilmember

Andrea Witt
Councilmember

David Tyler
Councilmember

J. Scott Miller
City Manager

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Office of the City Manager
J. Scott Miller

CITY MANAGER REPORT September 2023

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

Please find attached the September 2023 City Manager's Monthly Report. This report includes information submitted by the various departments which is then organized and compiled for your review.

This report recognizes the City's efforts to remain transparent and to keep the City moving forward in a positive direction.

Please feel free to contact me with any questions, comments and/or suggestions regarding this report.

Sincerely,

J. Scott Miller
City Manager

**CITY OF EAST RIDGE
BUSINESS LICENSE
SEPTEMBER 2023**

BUSINESS LICENSE

Business Name	Address	Date
A. BLANCO-AB CUSTOM & INTERIOR WOODWORK	122 BALES AVE CHATTANOOGA, TN 37412	9/22/2023
FRONHEISER PLUMBING LLC	3814 GRANADA DR CHATTANOOGA, TN 37411	9/19/2023
ROCKY'S CONSTRUCTION	1017 SPRING CREEK RD EAST RIDGE, TN 37412	9/11/2023
BRUCE A. PAULHAMUS-BBP CONSULTING	5828 RINGGOLD RD EAST RIDGE, TN 37412	9/7/2023
JENNIFER BREakey-VANITY SKIN & LASH	6802 RINGGOLD RD EAST RIDGE, TN 37412	9/3/2023

BEER PERMITS

None		
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Cameron McAllister
Administrator
Economic/Community Development

Monthly Report – September 2023

Grant Project Updates:

- **TDOT PIN 120226 (McBrien Road Resurfacing)**
Submitted Bid Packet to TDOT Local Programs office on 8/10/2023 to receive concurrence on staff's recommendation to award the project to Talley Construction. The City received concurrence from TDOT Local Programs office on 9/11/2023. The bid acceptance was approved at the 9/28/2023 Council meeting.
- **TDOT PIN 131488 (John Ross Road Resurfacing)**
Waiting for final approval from TDOT Local Programs office on the NEPA document and NTP (Notice to Proceed). TDOT made additional comments on the NEPA document on 8/24/2023. Volkert Engineering and Santec resubmitted the document the following day. Still pending approval from TDOT. No other updates currently.
- **TDOT PIN 122000 (Multimodal)**
Working on the completion and submittal of Change Order #3. This change order is comprised of additional materials and new (unique) line items that encompass work that falls outside of TDOT ROW, along with a time extension that will push the completion date from 11/28/2023 to 06/28/2024.

Grant Applications Submitted:

- **Public Entity Partners Property Conservation Grant**
(Proposed Project: East Ridge City Hall)
- **Tennessee State Museum Grant**
(Proposed Project: East Ridge History Center Renovations)

Grant Applications Awarded:

- **Public Entity Partners Safety Partners Grant**
(Proposed Project: East Ridge Fire Department)

Invoice for Reimbursements Submitted:

- **TDOT PIN 120000.00**
Talley Construction
(Multimodal Access Project)
- **TDOT PIN 131488.00**
Volkert Engineering
(John Ross Road Resurfacing Project)

Special Events:

- ***Senior Splash Day*** – East Ridge Community Center
9/6/2023
- ***September Community Birthday Party*** – East Ridge Community Center
9/9/2023
- ***D-BAT East Ridge Recreation Clinic*** – East Ridge Parks & Recreation
9/9/2023
- ***Remote Area Medical Screen*** – Camp Jordan Arena
9/9/2023 – 9/10/2023
- ***9/11 Luncheon*** – East Ridge Fire Department/East Ridge Police Department
9/11/2023
- ***The Daily Refresh Show*** – Economic & Community Development
9/15/2023
- ***Kimley Horn Facility Trip*** – East Ridge Parks & Recreation
9/18/2023
- ***National Night Out*** – East Ridge Police Department
9/19/2023
- ***TopGolf Holiday Showcase*** – East Ridge Parks & Recreation/City Administration
8/26/2023
- ***Adult Fall Craft*** – East Ridge City Library
9/21/2023
- ***Adult Fall Craft*** – East Ridge City Library
9/21/2023
- ***Chattanooga Taco Festival*** – Camp Jordan Amphitheater
9/23/2023 – 9/24/2023
- ***Chattanooga Tourism Summit*** – East Ridge Parks & Recreation/City Administration
9/26/2023
- ***Ribbon Cutting Ceremony Parkridge Emergency Room*** – City Administration
9/28/2023
- ***Wash Down & Push-in Ceremony*** – East Ridge Fire Department
9/29/2023

Public Relations/Social Media Outreach:

- ***Facebook (@City of East Ridge – Government)*** Platform Followers: 7,072
Number of posts – 32
- ***Instagram (@CityofEastRidge)*** Platform Followers: 603
Number of posts – 31
- ***Twitter (@CityofEastRidge)*** Platform Followers: 667
Number of posts – 31

City of East Ridge

Human Resources

Michelle Sinigaglio

September 2023

<u>Headcount</u>	<u>Budget</u>	<u>Actual</u>
Full-Time Employees	150	144
Part-Time Employees	<u>26</u>	<u>23</u>
Total	176	167

New Hires - 4

Terminations - 1

Transfers - 2

In Onboarding Process:

Sanitation – 1

Library, PT – 1

Firefighter - 1

Recruiting for:

Police Officers – Patrol

Firefighter

Streets Laborer

Building Maintenance Assistant

School Patrol

Pending Retirements:

Billy Quintrell, ERFD – Nov. 1

Admin and/or Medical Leave

3

Attended a roundtable discussion group hosted by MTAS with other HR Directors, and Safety Leaders. Discussion topics included effective mental health treatment options, drug & alcohol testing policies, and the James Dustin Samples Act.

Attended the annual TN Society for Human Resources Conference & Exposition in Chattanooga. Presentations were on all manner of HR topics including compensation, politics at work, employment law updates, wellness, strategic planning, and employee benefits.

**CITY OF EAST RIDGE
MONTHLY MANAGEMENT REPORT
MONTH OF SEPTEMBER 2023**

COURT

NUMBER OF CITATIONS ISSUED IN September : 151

NUMBER OF DEFENDANTS APPEARING IN COURT:

September 5, 2023	132
September 12 2023	182
September 19, 2023	136
September 26 2023	186

TOTAL DEFENDANTS APPEARING IN COURT FOR MONTH 636



East Ridge Police Department

Chief's Monthly Report September 2023

The Police Department responded to a total of 2071 calls for service during September 2023.

The department filled a total of 19 open records requests from citizens and the DA's office.

A total of 677 citations were issued.

ERPD made a total of 58 physical arrests that included 129 misdemeanor charges and 56 felony charges.

The department currently has 3 probationary officers in the Field Training Program, and 4 probationary officers in the police academy.

ERPD answered 3 calls within the City of Ridgeside and conducted daily self-initiated (directed patrols, park and walks etc.) activities.

The department hosted a National Night Out for the citizens of the City.



EAST RIDGE POLICE DEPARTMENT

4214 Ringgold Road ❖ East Ridge, TN 37412

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

Clint Uselton
Chief of Police

September 2023 Events

Administrative Division

Warrants Division / Records Division / Property and Evidence Division / Open Records / Training / General Administration

Car 14 – 19,118 miles

Administrative Division – Lt. Rogers

- General Admin Duties
- Met with Records Division, Warrants/Fugitive Division, Property and Evidence Division, Training Sgt daily.
- Assisted officers, personnel, and citizens with various requests.
- Mediated technical problems with software/databases and hardware.
- Handled Station Officer Duties (Record requests, Fleet maintenance issues, ERCC duties)
- PowerDMS training in Pigeon Forge
- New hire Officer onboarding
- PowerDMS Engage webinar
- Valor Executive Leadership Workshop

Warrants Division

Sgt. Tim Spires / Cpl. Hal Duncan

Car 23 – 102266 miles Sgt. Spires

Car 56 – 73,000 miles Cpl. Duncan

➤ Fingerprinting service/fingerprint cards	32
➤ Warrants processed	158
➤ Assists with warrants	45
➤ Misdemeanor Citations (booking)	8
➤ Arrest Reports	53
➤ Miscellaneous Activity	15
➤ Offense Reports	0
➤ Subpoena Service for Codes Enforcement Dept.	0
➤ Warrant notifications mailed	16
➤ Warrant notifications delivered	15
➤ Warrants served	53
➤ Court liaison duties	Y
➤ Citizen Walk-in contacts	0
➤ TBI Crime Laboratory – Knoxville, TN	Y

Records Division

Candace Brown / Pam Aalberg / Myra Miracle

Incident Reports	Arrest Reports	Citations	Calls For Service
298	130	350	2145

NCIC Transactions – varies daily.

NCIC entries made by HC 911 Communications are checked by ER Records staff daily.

T.O.P. (Temporary Protection Orders) are checked and/or modified daily.

Validations – vary by month and include 10-50 entries per month.

NCIC testing and training.

Emails from HC 911 Communications checked daily.

E-Agent checked daily to ensure no unauthorized transactions have taken place.

Answered multiple phone calls and emails for police department daily.

Assisted visitors inside the police/fire departments daily.

Assisted multiple officers/detectives in case investigations and background checks.

Fire Department reports –reports checked for accuracy and compliance.

Daily check of FD reports entered in Fire Program and corrections made when needed.

Reports sent weekly to NFIRS (state program) – reports validated and corrected.

Answered emails and phone calls daily from regarding Fire Dept. related questions.

ERPD Property and Evidence Division

Independent audits completed on drug room and Shelf room.

➤ Items Entered	203
➤ Items Disposed	10
➤ Narcotics Disposed	0
➤ Firearms – prepared for trade/sale	2
➤ Firearms traded/sold (Compass Auctions)	0
➤ Other Items Sold on Compass - Total	0
• Vehicles prepared for trade/sale	0
• General Items prepared for trade/sale	0

Drugs Seized – Department monthly total

➤ Pills (dosage units)	18
➤ Cocaine (grams)	1
➤ Crack Cocaine (grams)	0
➤ Heroin (grams)	0
➤ Meth (grams)	73
➤ Marijuana (grams)	67.35
➤ MDMA (grams)	0
➤ Fentanyl (grams)	47
➤ Fentanyl (pills)	1518
➤ Ecstasy (du)	0
➤ Mushrooms (grams)	0

ERPD Open Records/Court Operations/Fleet Maintenance/Station

Officer, Quartermaster

Lt. Rogers

Open Records

Open Records Requests Received / Completed	19
Open Records Preparation Time	13.5 Hours

Court Operations

Hamilton County Grand Jury Cases Presented	6
Hamilton County Grand Jury Cases Requested	6
Total Hamilton County Grand Jury Appearances	1
Hamilton County Grand Jury File Preparation Time	10 Hours
East Ridge Municipal Court Appearances	4
East Ridge Municipal Court Prisoner Transport Assists	0

Station Officer

Citizen Contacts / Reports for Citizens in Lobby	0
Miscellaneous Fleet Maintenance: Pickup vehicle #13 from Lee Smith, Pickup vehicle #9 from Truckerslight House, Vehicle #43 to Lee Smith, Replaced siren in vehicle #27, Strip equipment from surplus vehicles, Install equipment in Hawks vehicle, Pick up vehicle #13 from Lee Smith, Pick up vehicle #12 and drop off vehicle #28 at Lee Smith, Vehicle #19 to Truckers Lighthouse for M500 and radio install.	Multiple
IT Liaison Duties / Meet with Lightfoot Solutions: M500 troubleshooting on vehicle #9 (Motorola Support), Troubleshooting with Motorola/Litefoot on download issues, Troubleshooting AVL issue with Litefoot, Working with Motorola of dash cam issues (vehicle #19), Work with Sinisa on LPR camera (portable), LPR meeting with Motorola (Sinisa).	

Training Sergeant

Car 53 - 44,728 Miles

Sgt. J. Massengale

- 09/01/2023- Finishing paperwork, and Taser certification for the new hires including Kaleigh Briselden, Lacey Mahaffey, and Ryan Estermyer prior to academy starting on 09/11/2023.
- Ordered 3 ballistic vests and outer carrier gear for the new hire employees.
- Made certificates for the new hires at academy for O.C. Spray Training.
- Working on Application for Clayton Smith for ERPD.
- Submitted lesson plans for SWAT training (LLM, Distraction Devices, Chemical Munitions).
- Ordered Class A Uniforms and Duty Uniforms for Academy Recruits.
- Entered Supplemental Training into Acadis Portal.
- Spoke with Recruit Mahaffey over the weekend about an issue with her issued service weapon. The Glock 17 is locking back even with ammunition in the magazine. I instructed her to see me after her class on Monday 25, 2023 to inspect the firearm.
- Repaired Recruit Mahaffey's Glock 17.



City of East Ridge

Police Department

TO: Chief Clint Uselton
 FROM: Lieutenant Greg Beck
 RE: September 2023 CID/CSU/K-9 Statistics

Criminal Investigations

Name	Previous Mo.	Reactivated	New Cases	Cleared Cases	Charges	Inactivated	Carried Over	Clearance Rate
G. Beck	5	0	6	4	3	0	7	67%
S. Stojnic	27	0	4	4	1	3	24	100%
G. Hawks	5	0	6	3	1	3	5	50%
W. Johnson	1	0	7	6	4	0	2	86%
VACANT	0	0	0	0	0	0	0	0%
Total	38	0	23	17	9	6	38	74%

CID Total New Case Assignments: 23
 CID Total Cases Cleared: 17
 CID Monthly Clearance Rate: 74%

CID NOTE: During the month of September 2023, Detective Hawks has assisted in one (1) attempted homicide-related fugitive apprehensions amidst his assignment with the USMS Smokey Mountain Fugitive Task Force. Newly promoted Detective, Will Johnson, remains within his training phase and is doing well; he has since completed a basic investigator course this month and is slated for an upcoming crime scene operations course at the first of 2024. Due to unforeseen manpower issues, CID is currently operating one (1) person down. Sgt. Massengale has willingly assisted CID in covering on-call rotation(s).

Crime Suppression

Assigned Cases: 0
 Self-Initiated Cases Opened: 4
 Cases Closed: 0
 Self-Initiated Activity: 34
 Traffic Stops: 17
 Arrest Warrants Sought: 0
 Self-Initiated Arrest – MIS: 2
 Self-Initiated Arrest – FEL: 7
 Warrant Service – MIS: 4
 Warrant Service – FEL: 3
 Drug Seizures: 7
 Firearms Seizures: 0
 Assets Seizures: 2
 Stolen Auto Recoveries: 1
 Search Warrants – Sought: 5

Search Warrants – Executed: 5
 Referrals for Fed. Prosecution: 2
 Gang Contacts/Validations: 0

CSU NOTE: As of September 2023, CSU remains fully staffed and operational. CSU schedules their suppression activities at varying time/days and often does so in collaboration with K9. Their proactive suppression efforts have resulted in several drug related seizures. In addition to their proactive drug investigations, CSU has also been tasked with combatting an increase in neighborhood auto burglaries occurring throughout the overnight hours.

K-9

Primary Officer Calls: 10
 Back-up/Assist Calls: 23
 Physical Arrests: 1
 Vehicle Sniffs: 1
 Building Search: 3
 Area Search: 0
 Tracks: 3
 Traffic Stops: 12
 Call outs: 0
 Warrant Services: 5
 Assist Other Agency Warrants: 10
 K9 Training Hours: 17
 Public Events/Demonstrations: 2
 K9 Apprehensions: 5
 Methamphetamine Seizures: 332.8 grams
 Fentanyl Seizures: 18.8 grams
 Currency Seizures: 0
 Vehicle Seizures: 0

K9 NOTE: K9 team, Cpl. Beadle and K9 Quest, continue to be an asset to the Division and have been integrating themselves into the Crime Suppression Unit's activities. The K9 team remains a proactive approach to suppressing criminal activity within the city to include combatting an influx of drugs into the community.

Vehicle Assignments

Driver	Vehicle	Mileage	Make	Model
R. Landrum	15	10,850	Chevrolet	Colorado
B. Beadle	25	119,735	Dodge	Charger
G. Beck	29	130,824	GMC	Canyon
S. Stojnic	41	94,854	Dodge	Charger
M. Crisp	50	71,026	Ford	Explorer
T. Davis	52	67,931	Ford	Explorer
W. Johnson	48	86,108	Dodge	Charger
G. Hawks	77	111,627	Ford	Fusion
UNASSIGNED	44	66,077	Chevrolet	Tahoe
UNASSIGNED	54	52,259	Dodge	Journey
UNASSIGNED	55	62,200	Dodge	Journey

Team **Patrol / Traffic** Mon/Year **Sep-23**

Totals	324	77	58	129	56	310	60	771	112	669	677	1221	864	17	34
Officer Name	Days Worked	Warrants Obtained	Physical Arrest	Charges		Reports (d1,d2)	Field Interview	SIA	Crash Reports	Traffic Stops	Traffic Citations	Service Calls	Assist Calls	Other Warrant	Warrant Service
				Misd.	Felony										
MYRICK	14	0	0	0	0	5	0	52	0	19	15	21	75	0	0
DAVERSON	12	1	4	4	0	17	0	30	1	2	2	57	8	3	1
DARWIN	14	0	3	0	4	13	0	21	0	12	19	36	11	0	1
DYER	14	0	9	14	9	31	1	62	22	88	112	46	28	0	1
ROISTAHCER	14	16	1	21	1	20	0	128	1	46	27	89	74	4	1
MCCLOUD	14	1	3	6	0	27	0	40	3	19	22	80	39	2	1
CHADWICK	13							25				8	68		
MASSENGALE	14	1	1	1		25	2	16	12	4	22	42	12		1
HINSCH	16	1	1	2	4	18		15	7	1	3	71	32		4
LIVELY	16	1	1	6	1	18		12	9	3	3	102	27		4
SMITH, C	9					15		15	4	1		53	7		
SMITH, T	9							53	11	27	59	66	6		
HIGHTOWER	9	0	6	10	5	12	1	13	0	9	2	22	18	0	1
KIMSEY	13	0	0	0	0	0	0	34	0	1	1	24	51	0	0
MUELLER	14	24	5	22	2	12	0	12	13	73	124	45	14	0	0
RHUDY	14	3	6	4	2	21	1	48	1	31	16	48	62	2	7
SHARP	17	4	3	5	2	12	0	46	2	24	19	70	69	0	1
WILSON	14	0	1	2	1	7	0	10	3	41	36	82	57	0	0
BURGESS	16	0	1	3	0	2	0	32	2	7	5	25	40	0	1
GODDARD	19	19	4	6	5	10	3	18	2	54	21	40	47	4	3
RESENDIZ	16	0	0	13	17	13	17	30	3	132	93	73	53	0	2
ACKERMANN	16	0	1	0	0	7	0	33	4	23	14	57	35	0	2
BLACKBURN	17	6	8	10	3	25	35	26	12	52	62	64	31	2	3

EAST RIDGE MONTHLY ACTIVITY

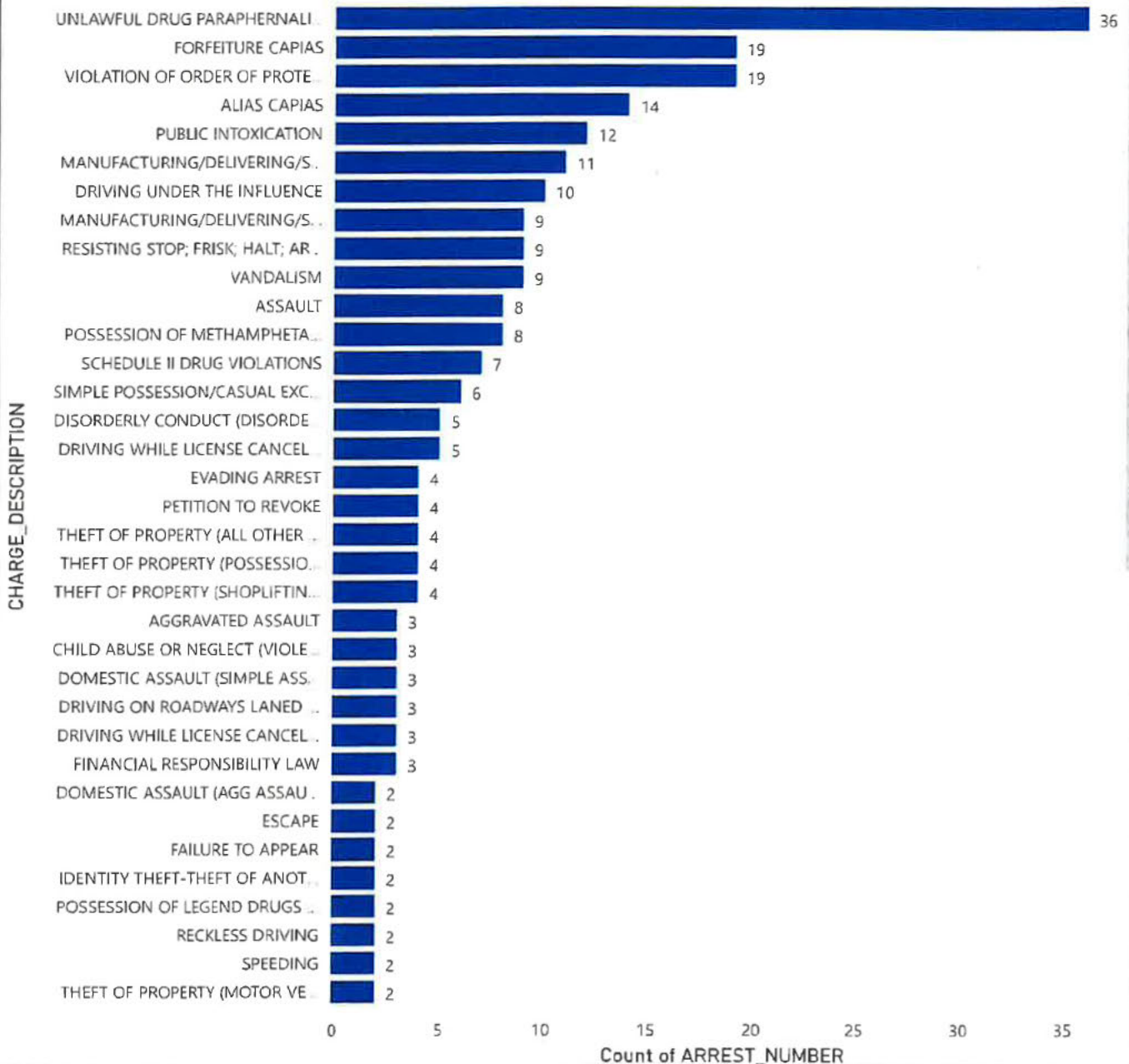


September 2023

Arrests

130

Calls by Type

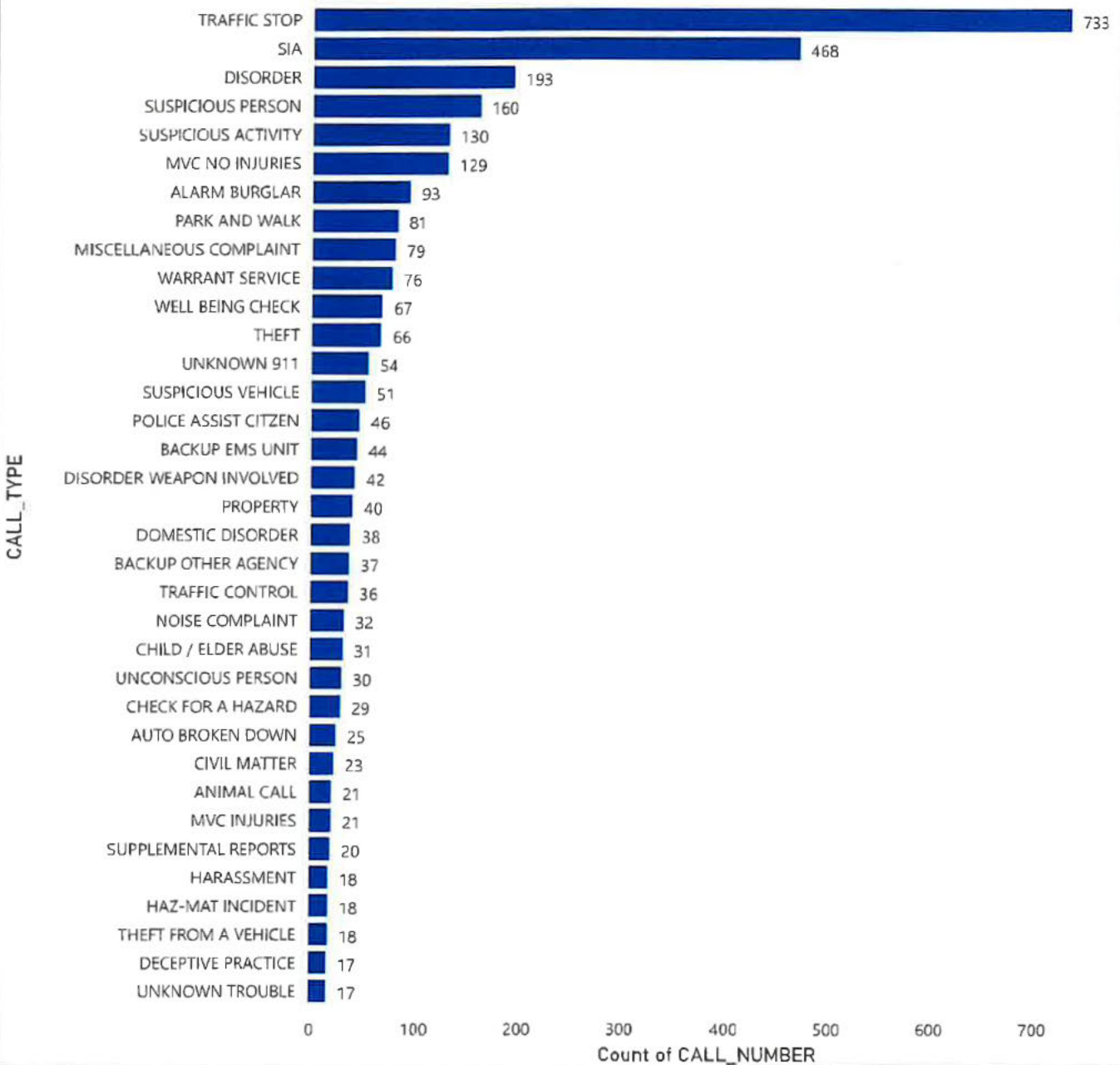


EAST RIDGE MONTHLY ACTIVITY



September ▼ 2023 ▼
 Total Monthly Calls for Service
2145

Calls by Type





Monthly Crime Report

Chief Clint Uselton



September



2023



Major Crimes

WEAPON LAW VIOLATIONS	7
THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES	2
THEFT FROM MOTOR VEHICLE	10
ROBBERY	2
MOTOR VEHICLE THEFT	6
KIDNAPPING/ABDUCTION	4
FORCIBLE RAPE	1
FORCIBLE FONDLING	1
DRUG / NARCOTIC VIOLATION	31
DRIVING UNDER INFLUENCE	9
BURGLARY	4
AGGRAVATED ASSAULT	5

Calls for Service

2145

Reports Written

298

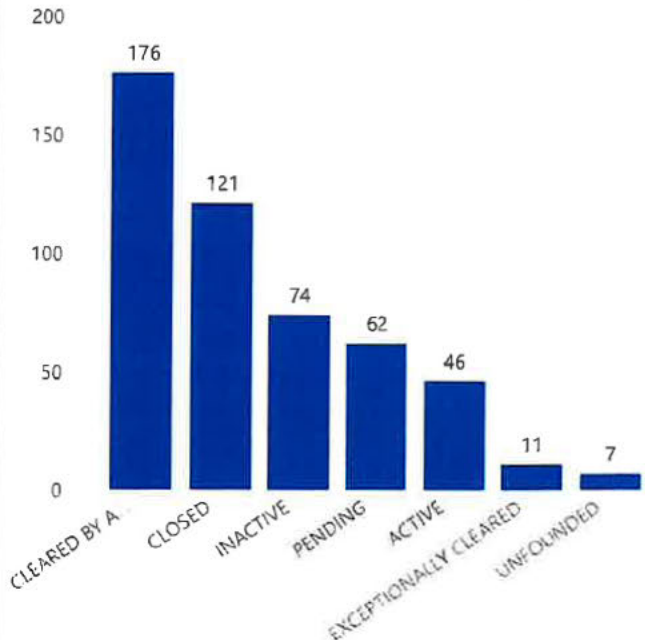
Citations

350

Warnings

129

Case Status for this month's reports





CITY OF EAST RIDGE

September 2023

TRAFFIC CRASHES

2022
84

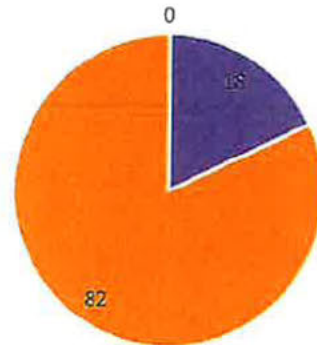
2023
100

2022



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

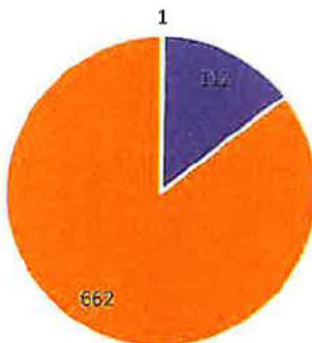
2023



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD
775

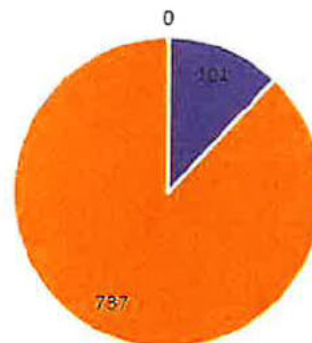
2022



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD
838

2023



■ Fatal Crashes ■ Injury Crashes ■ Property Damage



City of East Ridge

Animal Services

1015 Yale Street, East Ridge, TN 37412
Office: (423) 633-7774
jholder@eastridgetn.gov

Jennifer Massengale
Animal Services Supervisor

Animal Services Monthly Report September 2023

ERAS responded to 110 calls for service.

There are 6 cats at the shelter and 33 cats in foster.

There are 17 dogs housed at the shelter and 3 in foster.

ERAS responded to 9 injured and/or sick animals.

ERAS responded to 4 dead animals and transported them to the shelter for disposal.

There were 2 feral cats released to the wild.

There were 3 feral cats captured.

ERAS responded to 4 police assistances.

There were 3 cat adoptions.

There were 5 dog adoptions and 7 home returns.

EAST RIDGE FIRE RESCUE

Summary of the Month's Activities September 1 – September 30, 2023

Fire Operations

The Department responded to **219** calls for service in the month of September 2023.

Fire Administration

- Staff has Scheduled fire inspections and training for each shift.
- Staff continues to receive updates on the work project of I 24 and I 75 construction.
- We have received no update on parts for Quint 2's waterway. It appears due to it age parts are not available. We can use it currently with a small leak in the water way. It can also be used as an engine.
- We received the new Pierce Engine. We had a wash down push in ceremony at station two. It now in service and answering calls for service.
- Members have conducted boat training. Each shift has taken our boats to the lake where boat driver training, boat rescue operations were conducted.
- We received our cookies donated to all the fire departments from McKee Baking company. These will be given to all schools during fire prevention week.
- All of the equipment has been mounted on the new engine prior to being placed in-service.
- Staff continues to work on outdated equipment for surplus.
- We received information that the State Fire Commission has approved our submitted training for this year.

Training

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

1. Fire Service: SCBA Evolution, Air Consumption Drill. (2/hour minimum).
2. Fire Service: Fire Service and Firefighter Safety Essential 7 CH 1. (2/hour minimum).
3. Rescue: Air Bags, Equipment Familiarization, Use, and Maintenance (2\hour minimum).
4. Driver Training: District Review-Streets, Hydrants, and FDC Locations. (2\hour minimum).
5. Driver Training: Aerial Setups and operation of elevated master streams. (2/hour minimum).
6. Fire Service: Communication Essentials CH 3. (2/hour minimum).
7. Rescue: Air Tools, Familiarization, Use, Maintenance (2/hours minimum).
8. Fire Service: Building construction Essentials CH 3. (2/hour minimum).
9. Hazardous Materials: Recognition and identification. (2 hour/minimum).
10. EMS: Circumstantial Skills Protocols, PG 4-8, Scenarios (3 hour/minimum).

Maintenance

- Replace a leaking valve on Squad 3 (Rescue Engine)
- PM (Preventive Maintenance) was completed Squad 1
- Ordered Camper top and command slide out for the new command truck that the Battalion Chief operates. (UPDATE should receive mid-November)

Special Projects

- Working on the department 30-year anniversary cookout for our current members and retired members.
- Working on a retirement ceremony for Battalion Chief Billy Quintrell. He will be retiring November 1st.

EAST RIDGE FIRE RESCUE

Incident Reports by Incident Type Series September 2023

Type of Incident	Number of each
Building Fires	2
Vehicle Fires	4
Trash Fires	6
Other Fires	2
Natural/Propane Leaks	1
Medical Assist	62
EMS Calls	11
Vehicle Accidents	25
Other EMS	2
Power Lines Down	5
Arcing Electrical Equipment	1
Other Electrical	0
Assist Police	2
Police Matter	1
Assist Invalid	29
Other Citixen Assist	5
Good Intent Call	2
Dispatched/Canceled enroute	21
False Call	1
Smoke Investigation	4
CO (Carbon Monoxide) alarm	0
Alarm sounded due to malfunction	1
Alarm Sounded, False Call	1
Alarm Sounded, Unintentional	6
Total Alarms For September	219

Fire Property Loss	\$ 3,943,050.00
Fire Property Saved	\$ 3,963,050.00
Civilian Injuries	0
Civilian Deaths	0
Firefighter Injuries	0
Firefighter Deaths	0

Mutual Aid Report	
Mutual Aid Received	3
Mutual Aid Given	11
Total Mutual Aid Calls	14

Calls to the City of Ridgeside	
Medical, citizen assist, non-fire related	1
Fire, related calls	0
Total Calls for service to Ridgeside	1

Fire Marshal's Office	
Annual Inspections	26
New Inspections	8
Public Education events	0
Plan Reviews	3

Open Records Requests	
Residential Fire, Investigator photos requested	1
Other	0

Building Maintenance

Monthly Report

September 2023

- Build a shelf for Detective Hawk's office.
- Install a gun box in Detective Hawk's office.
- Remove the remaining plants from City Hall Library.
- Fabricate a plate for a mower the deck.
- Have oil changed in the Administration Explorer.
- Research storage buildings for the library and court.
- Fabricate AC unit enclosure.
- Clean out building A for the Christmas decorations and lights.
- Go through the walk through for generator training.
- Have yellow jackets exterminated from City Hall.
- Have job title plaques made for pay roll and financing.
- Supervise plant installation in City Hall lobby.



City of East Ridge

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

CITY OF EAST RIDGE SOLID WASTE REPORT September 2023

Solid Waste collected (tons)	621.79
Recycled materials collected (tons)	56.73
Dumpster Junk (tons)	43.11
Dumpster rentals	4
Brush Collected (loads)	59
Metal Collected (tons)	01
Cart Repairs/Replacement (lids/cans)	12
New/Extra Garbage Cans	4
New Recycle Cans	13



Street Dept.
Monthly Report
September 2023

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
Drain Patrol	31 Locations	Checked & Cleaned
Ditch Cleaning	6 Locations	Cleaned out with Back-Hoe
Miscellaneous	58 Locations	Various Work Done
Asphalt Repairs	12 Locations	Pot Hole Repairs
Street Sweeper	18 Locations	Swept Streets
Mowing	40 Locations	City Lots
Code Yards	45 Locations	Mowing & Trimming
Exit 1	2 Times	Mowing & Trimming
Litter Collection	28 Locations	Trash picked up
Street Cut Inspections	4 Locations	Various Locations
Boom Mower	25 Locations	Various Locations

Additional Notes :



**TRAFFIC CONTROL
MONTHLY REPORT
September 2023**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
New Signage	48	Camp Jordan Park
Signs Installed	13	
Sign Maintenance	53	
Shop Tasks	18	
Miscellaneous	40	
Resident Requests	12	
Street Light Requests	1	
Banners	6	
Signal Repairs	16	
Sign Posts	5	
ERPD Requests	7	

Additional Notes :

Pavement Markings: Painted City Hall parking lots, Building Maint. parking lot.

Tunnel (WB) entrance, TDOT installed new signage.

Spring Creek Rd 1300 Blk (NB) painted white shoulder line in curve.

Camp Jordan Park, produced 36 signs for ballfields.

STUDIES: Spring Creek Rd x 2, Belvoir Ave.

Signals:

John Ross Rd at Bennett Rd ordered new signal cabinet, controller and MMU Monitor,
John Ross Rd at Bennett Rd signal pole struck, straightened signal fixtures, S. Moore Rd at
Ringgold Rd, Nabco Electric raised (EB) traffic signals, Nabco Electric reinstalled Main Site
banner cables, John Ross Rd at Ringgold Rd new strain pole ordered, Ringgold Rd truck
Warning system for Tunnel requested TDOT have systems checked for proper operation.



CITY OF EAST RIDGE - Codes/Building Activity Report September 2023

DEPARTMENT OF EMPLOYEES: 5

Michael Howell – Chief Building Official		
Melissa Mahoney – Administrative Assistant/Permit Technician		
Danny Plunkett– Residential Building Inspector		
Torrey Holder – Codes Enforcement Officer		
Michael Pettyjohn - Codes Enforcement Officer		
<i>The purpose of the Codes Department is to ensure that all citizens and contractors are assisted concerning the issues of Building Codes and safety, and Property Maintenance Codes. The duty of this department is to inspect and enforce these regulations in a certified and professional manner.</i>		
Activity	Scope of Activity	Total Monthly
Issuing of Permits	Building (Comm. & Res.), Building, Electrical, Plumbing, Mechanical, Fire, Sign	44 permits
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy.	163 inspections
Re-inspections	Trades that have failed the first inspection	3
Street Cut Permits	WWTA, Chattanooga Gas & TAW street cut permits.	0
Street Inspections	Performed by Street Department	0
Signs Removed	Illegal signs removed from city limits	0
Continuing Education	Training for the departments required certification test/International Building Certif.	0 Hours
Property Maint. Liens	Unpaid property maint. issues including grass cutting, demo of unsafe structures, etc.	12 Liens
Housing Board	Cases involving repair or demo of structure	5 Cases
Zoning Board	Cases involving zoning ordinance.	1 Case
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing.	0 Case
Plan Reviews	In-house plan reviews commercial/Residential – Plat Reviews	5 Reviews
Unsafe Structure Abatement	Demolition of unsafe structure	0
Code Violations	Open Storage	36
	Disabled Vehicles	14
	Trash & Debris	14
	Other (Premise ID, Fence, Soffits, Facia Boards, Gutters, Windows, etc.)	14
	Total Violations	78
	Post for Cleanups	139
AHO Court Cases	Administrative Hearing (properties not in compliance)	10 Cases
Customer Service Calls	Facilitate calls and inquiries citizens and contractors may have	Daily



City of East Ridge

323 Camp Jordan Parkway
East Ridge, Tennessee 37412
(423)490-0078 • www.eastridgeparksandrec.com

PARKS and RECREATION
Shawna Skiles

Parks and Recreation Monthly Report - September 2023

Administration

- TRPA Memphis Conference
- Red Wolves Winter Camp Meeting
- Fall Festival Planning
- Master Plan meeting
- Community Lunch meeting
- Sand Bid Opening
- DC Elite zoom call
- Meeting with Daniel Beard - projects
- Chamber meeting
- Parade planning sessions with PD/Fire/Streets/Traffic
- Bid opening for Field 1-4
- TDEC meeting
- LPRF grant meeting

Athletic Programming Rec

- Fall sports for soccer, baseball, softball, cheer, and flag have started

Maintenance / Projects – Parks and Recreation

- Lights and wiring in maintenance shed
- Replaced Lock at splash pad
- Fixed toilet at stadium bathroom
- Fixed sink at ball fields
- Metal Frame weld for amphitheater
- Cut up fallen tree
- Put sign up on soccer field
- Checked roof on field 4 dugout and installed new piece
- Replaced breaker at RV lot
- Installed new handle on faucet at RV lot
- Fixed chase door at RV lot
- Put blades on spartan mower
- Replaced pulley for bush hog mower
- Fixed Toilet at 9-12 ballfields
- 9-12 sink batteries replaced
- Soap dispenser fixed at ballfields
- Light replaced at RV lots
- Got tire and belt for old John Deere
- Fixed tire on Kyle's mower
- Outlet replaced at RV #5
- Cut up fallen tree at disc golf #15
- GFI recep. cover put on at ballfields at concession and adult changing bathroom
- Filled in hole by drain at playground
- Fixed urinal in men bathroom at arena
- Worked with Musco on soccer field 1

Brian Williams
Mayor

Esther Haynes
Vice-Mayor

Jacky Cagle
Councilmember

Andrea Witt
Councilmember

David Tyler
Councilmember

J. Scott Miller
City Manager

- Mounted fire extinguishers around the park
- Put in post by the pond
- Patched holes in maintenance shop
- Boards replaced on upstairs deck at 5-8
- Cut and removed asphalt by pond
- New ceiling fan put up at RV lot
- Laid 2 large pieces of sidewalk
- A/C unit installed at soccer building

Camp Jordan Arena Events

- RK Gun Show
- Fall Youth Cross Country
- Fast Cat
- RAM
- Just Between Friends

Tournaments / Athletic Events at Camp Jordan

- CFDC-Ultimate Frisbee Shawn Adams Tournament
- CFDC-College Sectionals
- SSA-Softball Tournament
- Taco Festival
- Sewanee Cross Country Meet

Community Center

- 6 active Aerobics memberships
- 14 active Open Gym memberships
- Maintenance replaced women's indoor restroom faucets.
- Sept 1st lifeline health screenings
- Community Birthday Party program started September 9th
- Senior Splash Day September 6th
- Clothing drive for coats and shoes ran the month of September
- September 27 Senior breathwork class
- Senior Breakfast October 11th
- Took a tour of the East Ridge Food Pantry
- Had a meeting with the "ROC" to discuss Homelessness resources
- Attended a tree and park services webinar
- East Ridge Splashpad had its last day Saturday Sept. 30th
- Recorded an official Splashpad Training video for employees explaining day to day needs of splashpad

FY23/24 Library Services Statistics as of September 30, 2023

	JULY FY23	AUG. FY23	SEPT. FY23	OCT. FY23	NOV. FY23	DEC. FY23	JAN. FY24	FEB. FY24	MAR. FY24	APR. FY24	MAY FY24	JUNE FY24	YTD FY23/24
CIRCULATION (BOOKS/AUDIO)	3026	3197	2595										8818
CIRCULATION E-BOOKS	82	65	28										175
COMPUTER USERS	182	193	148										523
NEW CARDS ISSUED	33	38	21										92
PROGRAMS/ ATTENDANCE	9/212	10/136	12/122										31/470
DOCUMENTS NOTORIZED	8	27	6										41
PAGES FAXED	41	15	33										89
PAGES SCANNED	76	68	53										197
COPIES MADE	2175	2324	1977										6476
IN-DEPTH COMP ASSISTANCE	58	50	34										142
ITEMS CATALOGUED	177	147	113										437
ITEMS DELETED	27	82	6										115

**** 21 new cards issued (17 adult/4 juvenile)**
5 Knitting group with 22 participants.
1 Teen Advisory Board with 5 participants.

4 story-times with 82 participants.
1 Adult Book Club with 3 participants.
Adult Fall Craft with 10 participants.