



City of East Ridge

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

Office of the City Manager

MONTHLY REPORT

FOR

NOVEMBER 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 November 2023

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

Please find attached the November 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
BEER PERMITS
NOVEMBER 2023**

BUSINESS LICENSE

Business Name	Location Address	Date
PINK SUNDAY BOUTIQUE	23 FRAWLEY RD CHATTANOOGA, TN 37412	11/30/2023
LEAFFILTER NORTH LLC	1595 GEORGETOWN RD HUDSON, OH 44236	11/21/2023
PIPEDREAMS OF EAST RIDGE	5309 RINGGOLD RD CHATTANOOGA, TN 37412	11/17/2023
ABEDNEGO A. PASCUAL	1311 BLOCKER LN CHATTANOOGA, TN 37412	11/13/2023
JORGE L. ORTIZ GARCIA	3407 CONNELLY LN CHATTANOOGA, TN 37412	11/13/2023
ONE STOP HOME SOLUTIONS LLC	3812 BENNETT RD EAST RIDGE, TN 37412	11/10/2023
CLICK BANG HOUSE	6802 RINGGOLD RD STE 102 , EAST RIDGE, TN 3741	11/7/2023
LION REMODEL INC	4100 BENNETT RD CHATTANOOGA, TN 37412	11/7/2023

BEER PERMITS

None



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Cameron McAllister
Administrator
Economic & Community Development

Monthly Report – November 2023

Grant Project Updates:

- **TDOT PIN 120226 (McBrien Road Resurfacing)**
City administration is awaiting approval from TDOT on project extension for this project. Contract expired 10/31/2023. Construction is set for Spring 2024.
- **TDOT PIN 131488 (John Ross Road Resurfacing)**
TDOT submitted pavement design recommendations to Volkert Engineering 11/3/23. NEPA phase has been completed. City administration received NTP for Design phase from TDOT on 11/21/23. Plan review and invoice submittals will take place until the new year.
- **TDOT PIN 122000 (Multimodal)**
Mayor and Council approved change order #3 on 10/26/2023. CO #3 allows the project to extend until June 2024. The City's administration team officially submitted CO #3 to TDOT on 10/31/2023 for approval. Pending contract extension approval from TDOT.
- **Violent Crime Intervention Fund Grant**
Resolution No. 3471 set for 11/9/2023 was approved to purchase a van intended for a mobile command center and SWAT assistance. The van was purchased from CarMax Chattanooga in the amount of \$48,797.69. A resolution will be placed on the 12/11/23 agenda to approve a purchase from "GSA" (General Services Administration) for drone equipment, a laser scanner, and a night vision device.
- **Statewide School Resource Officer Endowment Grant**
The City received the fully executed contract on 10/2/2023 from TN Department of Safety & Homeland Security. The City received the full endowment in the amount of \$300,000 on 10/11/2023. Chief Uselton is working with City administration to purchase equipment for the new School Resource Officers.
- **Local Parks & Recreation Fund Grant**
City administration submitted a budget amendment on 10/3/2023 for an additional \$400,000 totaling \$1.2 million in funds. TDEC acknowledged the budget amendment was received on 10/13/2023. City staff will attend the check presentation scheduled for 12/8/2023 at Henry Horton State Park in Chapel Hill, TN.

Grant Applications Submitted:

- **Tennessee State Museum Grant – DENIED (11/13/23)**
(Proposed Project: East Ridge History Center)

Grant Applications Awarded:

- N/A

Invoice for Reimbursements Submitted:

- | | | |
|---|--|---|
| • TDOT PIN 120000.00
Talley Construction
(Multimodal Access Project) | • TDOT PIN 131488.00
Volkert Engineering
(John Ross Road Resurfacing Project) | • TDOT PIN 120226.00
Thompson Engineering
(McBrien Road Resurfacing Project) |
|---|--|---|

Special Events:

- ***Battalion Chief Billy Quintrell's Retirement Party*** – East Ridge Fire Department
11/1/2023
- ***Chamber of Commerce Chili Cookoff*** – Economic & Community Development
11/2/2023
- ***The Daily Refresh (Christmas Parade Marketing)*** – East Ridge Parks & Recreation
11/3/2023
- ***Guns & Hoses (Battle of the Badge)*** – Camp Jordan Arena
11/3/2023
- ***Fill-A-Cruiser*** – East Ridge Police Department
11/5/2023
- ***Super Mario Bros. Movie*** – East Ridge City Library
11/10/2023
- ***Show Me Snakes Event*** – East Ridge Community Center
11/11/2023 – 11/12/2023
- ***Novel Club*** – East Ridge City Library
11/11/2023
- ***The Daily Refresh (Community Thanksgiving Marketing)*** – East Ridge Parks & Recreation
11/13/2023
- ***Employee Chili Cookoff*** – Public Safety Departments
11/17/2023
- ***News Channel 12 (Community Thanksgiving Marketing)*** – East Ridge Parks & Recreation
11/17/2023
- ***James Avery Adoption Event @ Dillard's*** – East Ridge Animal Services
11/17/2023
- ***East Ridge Christmas Parade*** – East Ridge Parks & Recreation
11/18/2023
- ***Christmas Village Market*** – Camp Jordan Arena
11/18/2023 – 11/19/2023
- ***East Ridge Community Thanksgiving*** – East Ridge Community Center
11/22/2023

Public Relations/Social Media Outreach:

- ***Facebook (@City of East Ridge – Government)*** Platform Followers: 7,216
Number of posts – 32
- ***Instagram (@CityofEastRidge)*** Platform Followers: 641
Number of posts – 29
- ***Twitter (@CityofEastRidge)*** Platform Followers: 676
Number of posts – 29

City of East Ridge

Human Resources

Michelle Sinigaglio

November Data (as of 11/30/23)

<u>Headcount</u>	<u>Budget</u>	<u>Actual</u>
Full-Time Employees	154	142
Part-Time Employees	<u>26</u>	<u>24</u>
Total	180	166

New Hires - 1
Terminations - 3
Transfers - 2

In Onboarding Process:

Police Officer-Patrol - 4
Streets Laborer - 2
Animal Control Officer - 1

Recruiting for:

Police Officer - Patrol/SRO
Building Maintenance Assistant
Arena Assistant
Recreation Assistant
School Patrol
Firefighter

Pending Retirements:

0

Admin and/or Medical Leave

2 FT
1 PT

CITY OF EAST RIDGE
MONTHLY MANAGEMENT REPORT
MONTH OF November 2023

COURT

NUMBER OF CITATIONS ISSUED IN November : 200

NUMBER OF DEFENDANTS APPEARING IN COURT:

November 7, 2023	152
November 14, 2023	136
November 21, 2023	167
November 28, 2023	173

TOTAL DEFENDANTS APPEARING IN COURT FOR MONTH 628



East Ridge Police Department

Chief's Monthly Report November 2023

The Police Department responded to a total of 1957 calls for service during November 2023.

The department filled a total of 23 open records requests from citizens and the DA's office.

A total of 610 citations were issued.

ERPD made a total of 58 physical arrests that included 102 misdemeanor charges and 34 felony charges.

The department currently has 5 probationary officers in the Field Training Program, and 3 probationary officers preparing to attend the police academy.

ERPD answered 10 calls within the City of Ridgeside and conducted daily self-initiated (directed patrols, park and walks etc.) activities.

ERPD hosted a fill a cruiser event in conjunction with Citizens' Police Academy Alumni, Local Coffee of East Ridge, and the East Ridge Food Pantry.



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

November 2023 Events

Administrative Division

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

Car 14 – 22,150 miles

Administrative Division-Lt. Rogers

- General Admin Duties
- Met with Records Division, Warrants/Fugitive Division, Property and Evidence Division, Training Sgt.
- 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)
- Training in Knoxville, TN (Valor Officer Safety & Wellness)
- Worked on TylerRMS property module
- New hire Officer onboarding
- IT Issues
- Fleet Maintenance
- In-Service
- TBI Lab Trip
- Granicus meeting
- Update inventory sheets
- Work on Stefon Smith paperwork for Chief
- Report Hamilton Counted Data
- Published Fitness Room Rules to PowerDMS
- Work on video server configuration

Warrants Division

Sgt. Tim Spires / Cpl. Hal Duncan

Car 23 – Mileage unknown due to vehicle being in shop for several weeks Sgt. Spires

Car 56 – 75,600 miles Cpl. Duncan

➤ Fingerprinting service/fingerprint cards	46
➤ Warrants processed	165
➤ Assists with warrants	33
➤ Misdemeanor Citations (booking)	20
➤ Arrest Reports	38
➤ Miscellaneous Activity	21
➤ Offense Reports	0
➤ Subpoena Service for Codes Enforcement Dept.	7
➤ Warrant notifications mailed	30
➤ Warrant notifications delivered	21
➤ Warrants served	38
➤ 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
362	130	229	1969

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

➤ Items Entered	180
➤ Items Disposed	15
➤ Narcotics Disposed	0
➤ Firearms – prepared for trade/sale	28
➤ Firearms traded/sold (Compass Auctions)	0
➤ Other Items Sold on Compass - Total	0
• Vehicles prepared for trade/sale	7
• General Items prepared for trade/sale	0

Drugs Seized – Department monthly total

➤ Pills (dosage units)	8
➤ Cocaine (grams)	0
➤ Crack Cocaine (grams)	3.70
➤ Heroin (grams)	0
➤ Meth (grams)	73.85
➤ Marijuana (grams)	53.80
➤ MDMA (grams)	0
➤ Fentanyl (grams)	25.88
➤ Fentanyl (pills)	3.64
➤ Ecstasy (du)	0
➤ Mushrooms (grams)	0

ERPD Open Records/Court Operations/Fleet Maintenance/Station

Officer, Quartermaster

Lieutenant Rogers

Open Records

Open Records Requests Received / Completed	23
Open Records Preparation Time	20 Hours

Court Operations

Hamilton County Grand Jury Cases Presented	7
Hamilton County Grand Jury Cases Requested	6
Total Hamilton County Grand Jury Appearances	2
Hamilton County Grand Jury File Preparation Time	7 Hours
East Ridge Municipal Court Appearances	3
East Ridge Municipal Court Prisoner Transport Assists	0

Station Officer

Citizen Contacts / Reports for Citizens in Lobby	0
Miscellaneous Fleet Maintenance: Vehicle #28 pick-up from Lee Smith and drop off at E/R Auto, Vehicle #40 to Truckers for Camera and radio install, Work on rifle/shotgun mount in #28, Vehicle #3 to E/R Auto, Vehicle #11 to Lee Smith,	Multiple
IT Liaison Duties / Meet with Lightfoot Solutions: Motorola ELC issues, Meet with NABCO for LPS site work, LPR troubleshooting (Spring Creek Rd and Germantown Rd) – Found that there is faulty equipment. Stojnic will RMS the equipment, L6Q in the 3600 block was also found to be offline. This camera is now back in service, Relocate L6Q camera from 3600 Ringgold Rd to S. Seminole & Bimini Pl, Work on video server configuration,	

Training Sergeant

Car 53 – 45,000 Miles

Sgt. J. Massengale

11/01/2023- Creating and maintaining a spreadsheet with Department issued weapons.

11/01/2023 - Maintaining the training Firearms Qualification Records and updating the list of the issued and unissued firearms in the quartermaster.

11/01/2023- Creating and maintaining the departments ammunition stockpile spreadsheet.

Firearms Qualification completed for the department.

Taser Training for yearly officer certification completed.

Repairing of AR-15 rifle for Det. Stojnic and requalifying after initial attempt when rifle failed. Replaced Rifle buffer spring due to failure of the spring.

Replaced Det. Stojnic Ar-15 Rifle after further failure. Requalifying on new issued rifle.

Attended T.L.E.O.T.A. conference from November 12-17 in Gatlinburg TN.

AR-15 Armorers Course completed (certificate).

Preparing packets for new hires to be ready for academy in January or February.



City of East Ridge

Police Department

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

Criminal Investigations

Name	Previous Mo.	Reactivated	New Cases	Cleared Cases	Charges	Inactivated	Carried Over	Clearance Rate
G. Beck	6	0	6	5	1	0	7	83%
S. Stojnic	24	0	6	1	0	0	29	17%
G. Hawks	6	0	6	4	3	1	7	67%
W. Johnson	7	0	8	5	0	0	10	63%
VACANT	0	0	0	0	0	0	0	0%
Total	43	0	26	15	4	1	53	58%

CID Total New Case Assignments: 26
 CID Total Cases Cleared: 15
 CID Monthly Clearance Rate: 58%

CID NOTE: As a whole, CID has experienced a perceived increase in death investigations and crimes involving violence this past month. As such, investigative efforts have focused on clearing those cases and working available leads. Newly promoted Detective, Will Johnson, remains within his training phase and is doing well and is being actively exposed to a wide range of cases and investigative techniques in which to further develop his skills and abilities. Due to continuing manpower issues, CID is still currently operating one (1) person down which has a slight impact on the cases being assigned overall. Detective Johnson has completed an introductory on-call rotation and is striving to learn more of what his new position entails.

Crime Suppression

Assigned Cases: 0
 Self-Initiated Cases Opened: 4
 Cases Closed: 0
 Self-Initiated Activity: 23
 Traffic Stops: 16
 Arrest Warrants Sought: 0
 Self-Initiated Arrest – MIS: 2
 Self-Initiated Arrest – FEL: 2
 Warrant Service – MIS: 3
 Warrant Service – FEL: 3
 Drug Seizures: 5
 Firearms Seizures: 1
 Assets Seizures: 0

Stolen Auto Recoveries: 0
 Search Warrants – Sought: 1
 Search Warrants – Executed: 1
 Referrals for Fed. Prosecution: 0
 Gang Contacts/Validations: 0

CSU NOTE: CSU remains fully staffed and operational. CSU schedules their suppression activities at varying time/days and often does so in collaboration with K9. CSU has focused efforts on criminal activities to include drug/narcotic trafficking and property crimes. Investigator Davis has completed a basic Criminal Investigations course and has expressed his interest in assuming a vacancy within the established on-call rotations; that is set to begin within the final portion of December 2023.

K-9

Primary Officer Calls: 6
 Back-up/Assist Calls: 34
 Physical Arrests: 1
 Vehicle Sniffs: 2
 Building Search: 0
 Area Search: 0
 Tracks: 1
 Traffic Stops: 25
 Call outs: 0
 Warrant Services: 0
 Assist Other Agency Warrants: 3
 K9 Training Hours: 16
 Public Events/Demonstrations: 0
 K9 Apprehensions: 0
 Methamphetamine Seizures: 3.8 grams
 Fentanyl Seizures: 0
 Currency Seizures: 0
 Vehicle Seizures: 0

K9 NOTE: K9 team, Cpl. Beadle, and K9 Quest, continue to proactive efforts to mitigate the influx of drugs into the community. The K9 Team has worked closely with the Crime Suppression Unit to build cases and develop additional intelligence. K9 Handler Beadle has done an extensive amount of training this month to include his completion of a basic SWAT school.

Vehicle Assignments

Driver	Vehicle	Mileage	Make	Model
R. Landrum	15	11,812	Chevrolet	Colorado
B. Beadle	25	123,956	Dodge	Charger
G. Beck	29	132,800	GMC	Canyon
S. Stojnic	41	92,136	Dodge	Charger
M. Crisp	50	74,191	Ford	Explorer
T. Davis	52	73,601	Ford	Explorer
W. Johnson	48	89,450	Dodge	Charger
G. Hawks	77	115,250	Ford	Fusion
UNASSIGNED	44	66,077	Chevrolet	Tahoe
UNASSIGNED	54	52,800	Dodge	Journey
S. Stojnic	49	71,837	Dodge	Charger
UNASSIGNED	55	62,200	Dodge	Journey

CITY OF EAST RIDGE
POLICE DEPARTMENT
MONTHLY REPORT
PATROL/TRAFFIC DIVISION
NOVEMBER 2023

Team Patrol / Traffic Mon/Year Nov-23

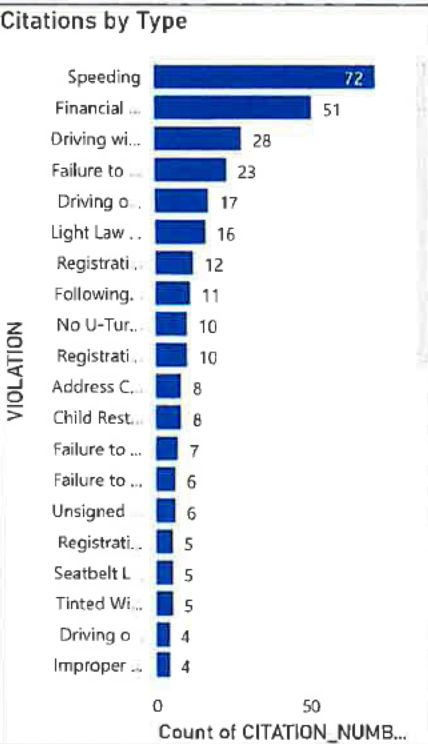
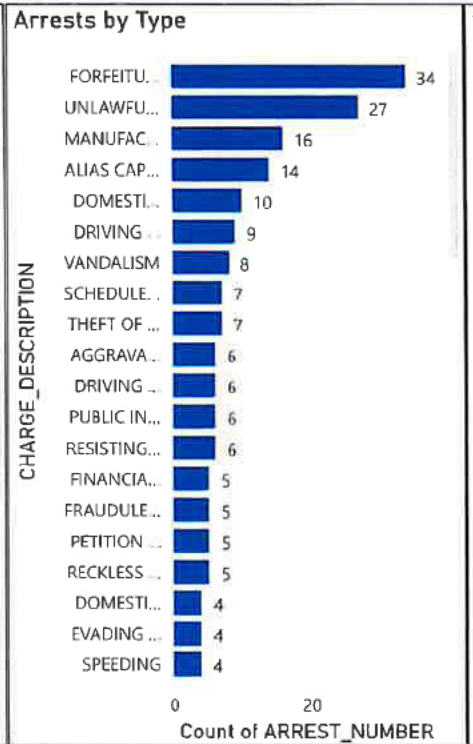
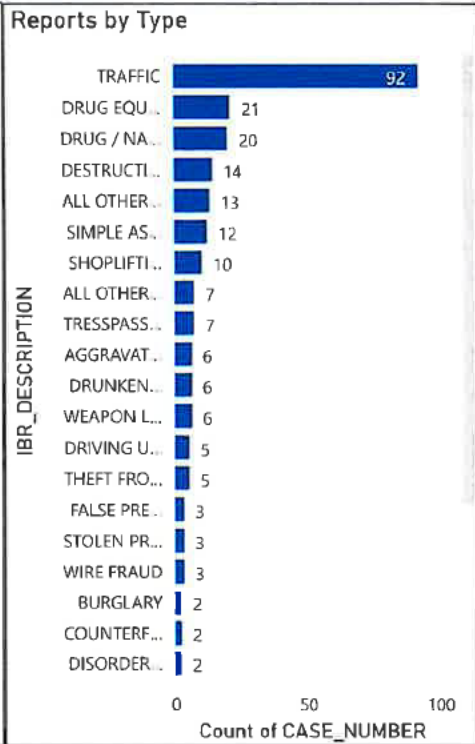
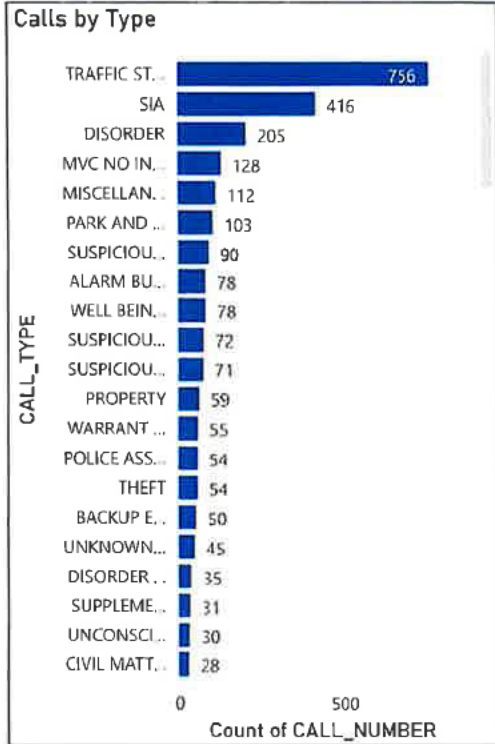
Totals	342	68	58	102	34	246	35	810	94	640	610	1020	864	17	35
Officer Name	Days Worked	Warrants Obtained	Physical Arrest	Charges		Reports (d1,d2)	Field Interview	SIA	Crash Reports	Traffic Stops	Traffic Citations	Service Calls	Assist Calls	Other Warrant	Warrant Service
				Misd.	Felony										
MYRICK	10	0	0	0	0	6	0	42	0	14	20	24	61	2	0
DAVERSON	12	0	3	0	4	10	0	14	2	2	3	54	10	0	1
DARWIN	11	2	0	1	0	10	0	29	1	23	44	16	1	2	2
DYER	14	0	0	0	0	1	0	69	26	32	48	46	30	0	0
ROISTAHCER	13	1	3	6	2	17	0	134	6	19	13	66	63	7	4
MCCLOUD	14	1	0	1	0	9	0	9	1	21	3	52	41	0	0
CHADWICK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MASSENGALE	16	2	0	0	0	15	0	46	5	6	19	44	23	0	0
HINSCH	14	0	0	0	0	14	0	20	0	4	2	50	35	0	2
SMITH T.	16	0	0	0	0	0	0	40	31	28	91	65	9	0	0
LIVELY	10	2	1	2	1	12	0	20	0	1	0	36	18	0	1
SMITH C.	14	4	2	4	1	17	0	37	0	1	1	51	18	0	1
TEMPLETON	14	1	5	4	2	10	0	12	4	12	2	49	28	0	0
BURGESS	16	0	0	0	0	11	0	46	0	26	11	48	38	1	4
HIGHTOWER	13	3	10	12	7	18	2	21	0	12	3	49	33	0	0
JOHNSON	14	1	7	9	2	21	0	47	0	24	24	67	47	0	7
KIMSEY	7	0	0	0	0	0	0	16	0	0	0	10	17	0	0
MUELLER	14	28	6	27	1	7	0	15	10	42	78	21	22	1	0
RHUDY	15	5	1	1	0	17	5	42	0	24	6	37	87	0	5
SHARP	15	0	0	0	0	8	0	17	0	51	40	29	63	0	1
BURGESS	16	0	0	0	0	0	1	34	0	2	0	21	32	0	2
GODDARD	12	3	3	3	2	7	1	10	1	37	9	14	37	3	0
RESENDIZ	16	0	4	15	7	12	0	6	4	160	102	63	43	0	0
ACKERMANN	16	2	4	2	0	7	0	34	1	20	22	41	43	0	4
BLACKBURN	16	12	6	11	3	17	26	36	2	33	27	34	28	1	0
WILSON	14	1	3	4	2	0	0	14	0	46	42	33	37	0	1

November 2023



EAST RIDGE MONTHLY ACTIVITY

Calls for Service 1969	Incidents 362	Arrests 130	Total Charges 255	Citations 229	Warnings 119
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Monthly Crime Report

Chief Clint Uselton



November



2023



Major Crimes

WEAPON LAW VIOLATIONS	7
THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES	1
THEFT FROM MOTOR VEHICLE	5
MOTOR VEHICLE THEFT	2
FORCIBLE FONDLING	2
DRUG / NARCOTIC VIOLATION	24
DRIVING UNDER INFLUENCE	6
BURGLARY	3
AGGRAVATED ASSAULT	8

Calls for Service

1969

Reports Written

227

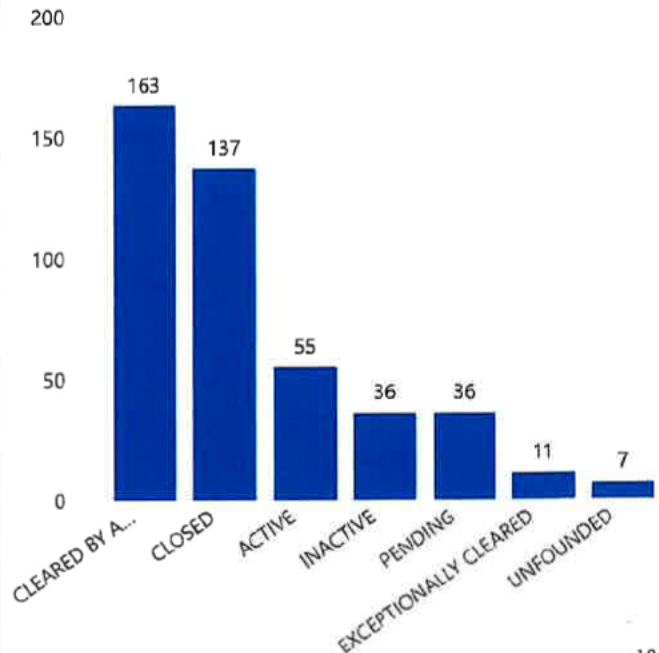
Citations

229

Warnings

119

Case Status for this month's reports



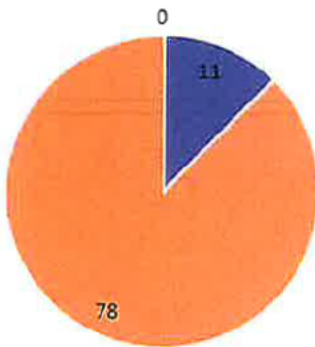


CITY OF EAST RIDGE November 2023 TRAFFIC CRASHES

2022
89

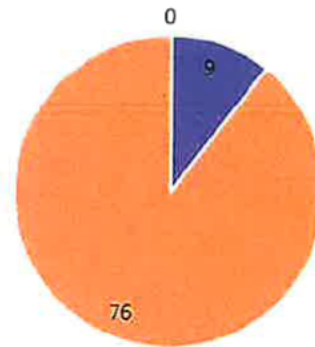
2023
88

2022



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

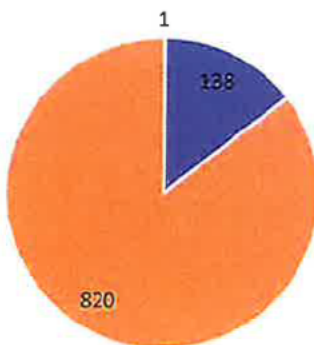
2023



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD
959

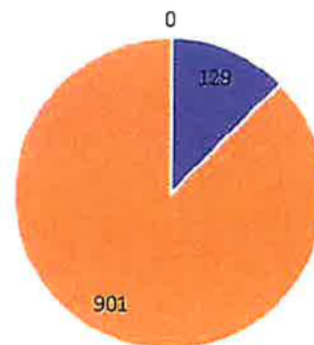
2022



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD
1030

2023



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

EAST RIDGE FIRE RESCUE

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

Fire Operations

The Department responded to **261** calls for service in the month of November 2023.

Fire Administration

- Staff had a department cookout to celebrate our 30 -year anniversary.
- Staff and council had a dedication plaque attached to Quint 2 for retired Fire Chief Eddie Phillips. This was to celebrate our 30-year anniversary.
- Duty crews have been going to all schools to complete fire prevention.
- Staff posted and held interviews for a Captain position. Lieutenant Thomas Finch was promoted to Captain. With Battalion Chief Billy Quintrell retiring, we started back filling with promotions.
- Staff posted and held interviews for a Lieutenant position.
- Staff worked on annual uniforms to be ordered.
- Staff has been working to schedule a time, date, and location for our Christmas party in December.
- Staff held interviews for a fire inspector. Bryan Dean has been promoted to fire inspector. Bryan attended the Alabama Fire Collage and received his certification as a Fire Inspector I, we then completed reciprocity through the State of Tennessee for him to be certified in Tennessee.
- Staff made notification to the State Fire Marshal's office of our new fire inspector.
- Staff worked on Christmas Parade assignments. We will establish a unified Command Post during this event.

Training

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

1. Fire Service: SCBA Evolution, Large area search (2/hour minimum).
2. Fire Service: Incident Command System, Essentials 7 Ch. 27. (2/hour minimum).
3. Rescue: Z-Rig/Tension Diagonal, Setup and use (2\hour minimum).
4. Firefighter Safety: Firefighter Safety, Essentials 7 Ch. 1 (2\hour minimum).
5. Driver Training: District Review-Streets, hydrants/FDC, and Pre-Plans/Inspections (2/hour minimum).
6. Driver Training: Pump Operations, relay pumping/Tender Operations. (2/hour minimum).
7. Fire Service: Communications, Essentials 7, Ch 2 (2/hours minimum).
8. EMS: Policies, First Responder Protocol Manual, POLI-001 to POLI-005. (3 /hour minimum).
9. Fire Service: Building Construction, Essentials 7, Ch 3 (2 hour/minimum).
10. Hazardous Materials: PPE (2 hour/minimum).

One member attended a Fire Inspector I class and received his certification at the Alabama Fire Collage.

Maintenance

- Annual Hose Testing
- Annual Hydrant Flowing

Special Projects

- Scheduling annual Ladder testing, both ground and aerial
- Scheduling PM (Preventive Maintenance) for Ladder 1

EAST RIDGE FIRE RESCUE

Incident Reports by Incident Type Series November 2023

Type of Incident	Number of each
Building Fires	1
Fire In Portable Building / Shed	0
Vehicle Fires	1
Trash Fires	24
Other Fires	0
Natural/Propane Leaks	2
Spills / Haz-Mat releases	0
Medical Assist	62
EMS Calls	28
Vehicle Accidents	18
Other EMS	0
Power Lines Down	5
Arcing Electrical Equipment	0
Other Electrical	0
Assist Police	6
Police Matter	1
Assist Invalid	49
Other Citixen Assist	5
Good Intent Call	1

Dispatched/Canceled enroute	22
False Call	6
Smoke Investigation	6
CO (Carbon Monoxide) alarm	0
Alarm sounded due to malfunction	2
Alarm Sounded, False Call	6
Alarm Sounded, Unintentional	20
Total Alarms For November	261

	\$ 11,000.00
Fire Property Loss	
Fire Property Saved	\$ 150,000.00
Civilian Injuries	2
Civilian Deaths	0
Firefighter Injuries	0
Firefighter Deaths	0

Mutual Aid Report	
Mutual Aid Received	3
Mutual Aid Given	25
Total Mutual Aid Calls	28

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	32
New Inspections	10
Public Education events	8
Plan Reviews	7

Open Records Requests	
NFIRS Report(s) requested	0
Other	0

Building Maintenance

November 2023

- Finish putting up Christmas lights around City Hall
- Have coolant leak fixed on truck number 6
- Weld and paint spare leaf vac cage
- Build a gun rack for PD
- Assemble reindeer for City Hall
- Build a desk platform for purchasing.
- Stretch the small dog park fence.
- Find a generator service for a fire truck.
- Mount computer brackets in the code vehicles.
- Run and wire up the server.



City of East Ridge

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

CITY OF EAST RIDGE SOLID WASTE REPORT November 2023

Solid Waste collected (tons)	804.73
Recycled materials collected (tons)	37.94
Dumpster Junk (tons)	35.41
Dumpster rentals	1
Brush Collected (loads)	46
Metal Collected (tons)	02
Cart Repairs/Replacement (lids/cans)	26
New/Extra Garbage Cans	14
New Recycle Cans	9

**Street Dept.
Monthly Report
November 2023**



WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
Drain Patrol	35 Locations	Checked & Cleaned
Ditch Cleaning	18 Locations	Cleaned out with Back-Hoe
Miscellaneous	34 Locations	Various Work Done
Asphalt Repairs	13 Locations	Pot Hole Repairs
Street Sweeper	32 Locations	Swept Streets
Litter Collection	33 Locations	Trash picked up
Boom Mower	11 Locations	Cutting R.O.W
Leaf Collection	65 Locations	Leaf-Vac Truck
Street Cut Inspections	5 Locations	Various Work Inspected

Notes :



**TRAFFIC CONTROL
MONTHLY REPORT
November 2023**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
New Signage	18	
Signs Installed	6	
Sign Maintenance	16	
Shop Tasks	12	
Miscellaneous	39	Christmas Parade
Resident Requests	5	
Street Light Requests	23	
Banners	6	
Signal Repairs	18	
Sign Posts	3	
ERPD Requests	10	

Notes :

E. R. High removed flags from Tombras Ave and Bennett Rd.
 ERTC Staff worked Christmas Parade traffic control.
 Installed Ringgold Rd and Pioneer Playground Christmas displays lights.
 New Service Truck received.
 Tube counter installed on Jason Dr for Needy Child Light Show Event.
 Studies: State Line Rd, Greenbriar Rd.

Signals:

GridSmart software updated, Tombras Ave at Ringgold Rd loops repaired, McBrien Rd at Ringgold Rd cut loops repaired, John Ross Rd at Ringgold Rd strain pole installation Bid awarded, East Ridge Ave at Ringgold Rd Stop Bar pucks received.



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

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 Work	Total Monthly
Issuing of Permits	Building (Comm. & Res.), Building, Electrical, Plumbing, Mechanical, Fire, Sign	72 permits
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy.	169 inspections
Re-inspections	Trades that have failed the first inspection	12
Street Cut Permits	WWTA, Chattanooga Gas & TAW street cut permits.	2
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 Mani. Liens	Unpaid property maint. issues including grass cutting, demo of unsafe structures, etc.	16 Liens
Housing Board	Cases involving repair or demo of structure	4 Cases
Zoning Board	Cases involving zoning ordinance.	1 Case
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing.	1 Case
Plan Reviews	In-house plan reviews commercial/Residential – Plat Reviews	3 Reviews
Unsafe Structure Abatement	Demolition of unsafe structure	0
Code Violations	Open Storage	15
	Disabled Vehicles	12
	Trash & Debris	13
	Other (Premise ID, Fence, Soffits, Facia Boards, Gutters, Windows, etc.)	7
	Total Violations	47
	Post for Cleanups	6
AHO Court Cases	Administrative Hearing (properties not in compliance)	14 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 November 2023

Administration

- November Chamber Council meeting and lunch
- Parade Meeting with float entries
- Department head parade meetings
- Went on The Daily Refresh to promote the Christmas Parade
- Helped with soccer end of season cookout
- Meeting with Trane for Compressor at Arena
- Helped with Community Thanksgiving at Community Center
- Put soccer walls up for Indoor soccer
- Zoom meeting with Rec Desk updates for software
- Parade planning sessions with PD/Fire/Streets/Traffic
- Kimley Horn- Master Plan call to finish working on the Master Plan
- TDEC meeting-Trails
- LPRF grant meeting

Athletic Programming Rec

- Youth Basketball sign ups finish Nov. 27th
- Youth/Adult Indoor Soccer signs finish Dec. 1st

Maintenance / Projects – Parks and Recreation

- Began and completed all indoor soccer set up
- Winterized ballfields, pavilions, concessions, and restrooms
- Assisted with preparations for the east ridge Christmas parade
- Took the arena truck to mountain view ford to repair the broken door.
- All usual areas mowed
- Washed work truck
- Usual mowing schedule
- Event setups/ cleanups
- Usual constant pulling and relining of garbage in the park and arena

Camp Jordan Arena Events

- Guns and Hoses
- Tn State Coin Show
- Touch the Sky

Tournaments / Athletic Events at Camp Jordan

- Connect Sports-Softball tournament
- UFFC Flag football tournament
- ERPR- end of season flag football tournament
- DLS Sports Lacrosse Tournament
- CFCA-soccer tournament

Community Center

- 6 active Aerobics memberships
- 13 active Open Gym memberships
- Hosted the East Ridge Community Thanksgiving
- Assisted with the East Ridge Christmas Parade
- Show me Snakes November 11-12
- dog park was closed to get grass growing
- Pioneer restrooms and splashpad were winterized by Maintenance department
- regular programming

FY23/24 Library Services Statistics as of November 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	2695	2316								13829
CIRCULATION E-BOOKS	82	65	28	51	58								284
COMPUTER USERS	182	193	148	135	124								782
NEW CARDS ISSUED	33	38	21	21	18								131
PROGRAMS/ ATTENDANCE	9/212	10/136	12/122	20/1082	8/104								59/1656
DOCUMENTS NOTORIZED	8	27	6	10	5								56
PAGES FAXED	41	15	33	21	127								237
PAGES SCANNED	76	68	53	76	41								314
COPIES MADE	2175	2324	1977	2024	1513								10013
IN-DEPTH COMP ASSISTANCE	58	50	34	32	32								206
ITEMS CATALOGUED	177	147	113	116	92								645
ITEMS DELETED	27	82	6	10	1								126

**** 18 new adult cards issued**
3 Knitting group with 14 participants.
1 Teen Advisory Board with 8 participants.
1 Adult Bingo with 3 participants.

2 story-times with 46 participants.
1 Adult Bingo with 4 participants.
1 Movie Night with 33 participants.
Library participated in the parade.