



# City of East Ridge

1517 Tombras Avenue  
East Ridge, Tennessee 37412  
(423)867-7711 • [www.eastridgetn.gov](http://www.eastridgetn.gov)

Office of the City Manager  
J. Scott Miller

## CITY MANAGER REPORT MARCH 2024

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

Please find attached the March 2024 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 PERMIT**  
**March 2024**

**BUSINESS LICENSE**

<b>BUSINESS NAME</b>	<b>ADDRESS</b>	<b>DATE</b>
J SANCHEZ PAINTING PRO, INC	3808 BENNETT RD EAST RIDGE, TN 37412	3/28/2024
PRISTINE CONSTRUCTION LLC	4110 EALY RD EAST RIDGE, TN 37412	3/28/2024
ROCK BOTTOM DISCOUNT	4109 RINGGOLD RD EAST RIDGE, TN 37412	3/23/2024
LEVEL ONE DISTRIBUTORS	6721 RINGGOLD RD STE 101 EAST RIDGE, TN37412	3/23/2024
DECORACIONES ESMERALDA	5815 RINGGOLD RD STE 109 EAST RIDGE, TN 37412	3/15/2024
BALDREE'S HOME IMPROVEMENT	4342 LAZARD ST EAST RIDGE, TN 37412	3/6/2024
FOREST AND FERN CHATTANOOGA	3540 MIMBRO LN EAST RIDGE, TN 37412	3/1/2024
JIMENEZ-ORBES'S TILE	808 S MOORE RD EAST RIDGE, TN 37412	3/1/2024

**BEER PERMITS**

None



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Cameron McAllister  
Administrator  
Economic and Community Development

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## Monthly Report – March 2024

### Grant Project Updates:

- **TDOT PIN 120226 (McBrien Road Resurfacing)**  
Thompson Engineering and Talley Construction began construction on 3/11/2024, in the 1400 block of McBrien Road. Work was expected to be completed within (14) days; however, due to a few minor punch list items, the project was completed in (20) days. A contract extension request was submitted to TDOT Local Programs on 2/28/2024 for a 60-day extension –pending approval. A final inspection for PIN 120226 will be scheduled within the next week and completed by Thompson Engineering.
- **TDOT PIN 131488 (John Ross Road Resurfacing)**  
City Administration and Volkert Engineering submitted final ROW plans on 3/5/2024. City Administration received the Notice to Proceed for the Right-of-Way phase on the subject project on 3/8/2024. Volkert Engineering submitted construction plans for review on 3/27/2024. Construction plans are pending approval from TDOT Local Program’s Office.
- **TDOT PIN 122000 (Multimodal)**  
City Administration received fully executed amendment 8 extending the project completion date to June 30, 2024. TDOT Local Programs and the City’s ECD department worked together to submit final invoices to the State for reimbursement. City Administration received fully executed Change Order #4 on 3/15/2024. CO #4 encompasses equipment and materials not originally covered by the project’s scope of work. Since then, CO #4 has been approved by TDOT Local Program’s Office.
- **Violent Crime Intervention Fund Grant**  
City Administration and Assistant Chief Creel balanced the VCIF budget for FY24 by reimbursing all expenditures covered by the project’s original scope of work. In addition, all items covered under the budget amendment approved by the Office of Criminal Justice Programs were purchased and processed by the City’s Finance Department.
- **Statewide School Resource Officer Endowment Grant**  
Chief Uselton is working with City administration to purchase equipment for the new School Resource Officers. City Administration is working to place recently hired personnel into local schools to serve as SROs.
- **Local Parks & Recreation Fund Grant**  
City administration and Parks & Recreation staff submitted the Protected Boundary Map for review on 3/20/2024. The PBM was approved by TDEC’s RRD on 3/27/2024 with instructions on how to properly register the Protected Area with Hamilton County’s Register of Deeds Office. Staff have been working to complete this task by officially submitting the Land Protection Packet for approval. An RFQ has been advertised for Grant Administration and Design Services for the subject project. Statement of Qualifications from submitting firms are due no later than 2:30pm EST on 4/17/2024.

#### Grant Applications Submitted:

- **Bissell Pet Foundation Grant – Empty the Shelters Project**  
(Proposed Project: East Ridge Animal Services Adoptions)
- **Tennessee Highway Safety Office – High Visibility Grant**  
(Proposed Project: East Ridge Police Department Saturation Project and In-Car Radars)

#### Grant Applications Awarded:

- **Tennessee Emergency Management Agency – 168594 PW-172**  
(Proposed Project: Delayed Covid-19 Recovery Project (FY20))

#### Invoice for Reimbursements Submitted:

- **TDOT PIN 120000.00**  
Talley Construction  
(Multimodal Access Project)

#### Active Grant Projects:

- PIN 122000.00 (*Ringgold Road Multimodal Project*)
- PIN 131488.00 (*John Ross Road Resurfacing Project*)
- PIN 120226.00 (*McBrien Road Resurfacing Project*)
- Local Parks & Recreation Fund Grant (*East Ridge Community Center Project*)
- Violent Crime Intervention Fund Grant (*East Ridge Police Department*)
- Statewide School Resource Officer Grant (*East Ridge Police Department*)
- Bureau of Justice Bulletproof Vest Grant Program (*East Ridge Police Department*)
- American Water Charitable Foundation Grant (*Dickert Pond Bank Stabilization*)
- ARPA Non-Collaborative Grant (*Wastewater Collection System Project*)
- Tennessee American Water Firefighter Support Grant (*Turnout Gear*)
- Tennessee American Water Combination Grant (*Camp Jordan Rain Garden Project*)
- Bissell Pet Foundation Grant (*East Ridge Animal Shelter Adoptions*)
- TEMA 168594 PW-172 (*Delayed FY20 Covid-19 Recovery Project*)
- Transportation Planning Organization Safe Streets for All Grant (*Safety & Crash Statistic Plan*)

#### Capital Projects:

- East Ridge Town Center Project (Pavilion)
- McBrien School Conversion Project
- **NEW** East Ridge Animal Shelter
- Atrium City Seal Project

#### Special Events:

- **Dr. Seuss' Birthday Celebration** – East Ridge City Library  
3/1/2024
- **Employee EVOC Training** – East Ridge Fire Department  
3/4/2024 – 3/8/2024
- **East Ridge Council of the Chattanooga Chamber of Commerce Luncheon** – Economic & Community Development  
3/7/2024

- **CSAS Career Fair** – Economic & Community Development  
3/8/2024
- **Peeps Diorama Contest** – East Ridge City Library  
3/8/2024 – 3/22/2024
- **Craft Axe Throwing Pet Adoption and Fundraising Event** – East Ridge Animal Services  
3/9/2024
- **Women’s History Month Celebration** – East Ridge Community Center  
3/9/2024
- **D-Bat of Chattanooga/East Ridge Recreation Clinic** – East Ridge Parks & Recreation  
3/9/2024
- **Camden Sewell Baseball Camp** – East Ridge Parks & Recreation  
3/10/2024
- **Noon Development Grand Opening Ceremony** – City Administration/East Ridge City Council  
3/19/2024
- **Repticon Exotic Pet Show** – East Ridge Parks & Recreation  
3/23/2024
- **TPC Packaging and Printing Grand Opening Ceremony** – City Administration/East Ridge City Council  
3/25/2024
- **Easter Event** – East Ridge Community Center  
3/27/2024
- **Mike Ailey’s Retirement Party** – City Administration  
3/28/2024
- **Good Friday Tournament** – East Ridge Parks & Recreation  
3/29/2024
- **Autism Day Celebration** – East Ridge Community Center  
3/29/2024 – 3/30/2024
- **Chattanooga Roller Derby** – East Ridge Parks & Recreation  
3/30/2024

**Public Relations/Social Media Outreach:**

- |  |                           |
|--|---------------------------|
| • <b>Facebook (@City of East Ridge – Government)</b><br>Number of posts – 28 | Platform Followers: 7,577 |
| • <b>Instagram (@CityofEastRidge)</b><br>Number of posts – 22                | Platform Followers: 681   |
| • <b>Twitter (@CityofEastRidge)</b><br>Number of posts – 23                  | Platform Followers: 680   |

# City of East Ridge

## *Human Resources*

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### March Data (as of 3/31/24)

<u>Headcount</u>	<u>Budget</u>	<u>Actual</u>
Full-Time Employees	154	149
Part-Time Employees	<u>26</u>	<u>23</u>
Total	180	172

New Hires – 2 – Sanitation Laborer, and Building & Grounds Maintenance Asst.

Terminations – 5 – Park Att (pt), Patrol Ofcr X2, Traffic Control Supervisor (retired),  
Sanitation Driver

Transfers – 4 – from Grounds to Arcna, San. Laborer to Grounds, Arena to Grounds, Traffic  
Tech to Supervisor

#### Recruiting for:

Residential Building Inspector

Patrol Officer

Sanitation Driver

Park Attendant (PT)

School Patrol (PT)

#### Pending Retirements:

1

#### Admin and/or Medical Leave

1



**CITY OF EAST RIDGE**  
**MONTHLY MANAGEMENT REPORT**  
**MONTH OF March 2024**

**COURT**

NUMBER OF CITATIONS ISSUED IN MARCH : 148 - Traffic Citations

NUMBER OF DEFENDANTS APPEARING IN COURT:

	Criminal	Traffic	ComeBacks (to pay)
March 5, 2024	59	50	34
March 12, 2024	43	41	21
March 19, 2024	53	56	16
March 26, 2024	61	76	39

**TOTAL DEFENDANTS APPEARING IN COURT FOR MONTH**

**216 Criminal**

**223 Traffic**

**110 Comeback to pay - less than half show.**



## 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

# East Ridge Police Department

## Chief's Monthly Report

March 2024

The Police Department responded to a total of 2342 calls for service during March 2024.

The department filled a total of 22 open records requests from citizens and the DA's office.

A total of 994 traffic stops were conducted and 963 citations were issued.

ERPD made a total of 90 physical arrests that included 136 misdemeanor charges and 44 felony charges.

The department currently has 1 probationary officer in the Field Training Program, and 4 probationary officers attending the police academy.

ERPD answered 8 calls within the City of Ridgeside and conducted daily self-initiated (directed patrols, park and walks etc.) activities.





## EAST RIDGE POLICE DEPARTMENT

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

Clint Uselton  
Chief of Police

# March 2024 Events

## Administrative Division

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

Car 14 – 26,700 miles

Administrative Division-Lieutenant Rogers

### ERPD Open Records/Court Operations/Fleet Maintenance/Station

### Officer, Quartermaster, Fleet Maintenance, IT Liaison, School Resource Officer

- General Admin Duties
- Met with Records Division, Warrants/Fugitive Division, Property and Evidence Division, Training Sgt., School Resource Officer
- 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)
- Worked on TylerRMS property module
- IT Issues
- Fleet Maintenance
- Budget
- Report Hamilton Counted Data
- LPR maintenance
- Dash/Body camera maintenance
- Continued preparation for Central Square data extraction
- City Court Duties
- Accreditation work/Policy Review
- P&E Audit

### Open Records

Open Records Requests Received / Completed	<b>22</b>
Open Records Preparation Time	<b>22 Hours</b>

### Court Operations

Hamilton County Grand Jury Cases Presented	<b>1</b>
Hamilton County Grand Jury Cases Requested	<b>1</b>
Total Hamilton County Grand Jury Appearances	<b>1</b>
Hamilton County Grand Jury File Preparation Time	<b>1 Hours</b>
East Ridge Municipal Court Appearances	<b>4</b>
East Ridge Municipal Court Prisoner Transport Assists	<b>0</b>

### Station Officer

Citizen Contacts / Reports for Citizens in Lobby	<b>0</b>
Miscellaneous Fleet Maintenance: Vehicle #47 to E/R Auto Electric, Pickup vehicle #47 from E/R Auto Electric and take for estimate at Fine's, Vehicle #47 to Fine's for repair, Install radar in Vehicle #8	<b>Multiple</b>
IT Liaison Duties / Meet with Lightfoot Solutions: Work with Vigilant/Motorola troubleshooting video system time being incorrect, LPR maintenance with SI, Troubleshoot VideoManager ELC account for JMass, Continued troubleshooting of dash cameras not downloading, Troubleshooting "motocamera" access point,	

## Warrants Division

Sgt. Tim Spires / Cpl. Hal Duncan

Car 23 – 104,000 miles    Sgt. Spires

Car 56 – 81,700 miles    Cpl. Duncan

➤ Fingerprinting service/fingerprint cards	<b>41</b>
➤ Warrants processed	<b>134</b>
➤ Assists with warrants	<b>51</b>
➤ Misdemeanor Citations (booking)	<b>8</b>
➤ Arrest Reports	<b>51</b>
➤ Miscellaneous Activity	<b>0</b>
➤ Offense Reports	<b>1</b>
➤ Subpoena Service for Codes Enforcement Dept.	<b>0</b>
➤ Warrant notifications mailed	<b>6</b>
➤ Warrant notifications delivered	<b>21</b>
➤ Warrants served	<b>51</b>
➤ Court liaison duties	<b>Y</b>
➤ Citizen Walk-in contacts	<b>1</b>
➤ TBI Crime Laboratory – Knoxville, TN	<b>Y</b>
➤	

## Records Division

Candace Brown / Pam Aalberg / Myra Miracle

Incident Reports	Arrest Reports	Citations	Calls For Service
<b>280</b>	<b>141</b>	<b>273</b>	<b>2030</b>

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.

Work with HC911 with CAD assignments on new Officers.

Work with Tyler Technologies regarding RMS issues with reused badge numbers.

### **ERPD Property and Evidence Division**

➤ Items Entered	214
➤ Items Disposed	103
➤ Narcotics Disposed	85
➤ Firearms – prepared for trade/sale	0
➤ Firearms traded/sold (Compass Auctions)	0
➤ Other Items Sold on Compass - Total	0
• Vehicles prepared for trade/sale	1
• General Items prepared for trade/sale	53

### **Drugs Seized – Department monthly total**

➤ Pills (dosage units)	122
➤ Cocaine (grams)	7.31
➤ Crack Cocaine (grams)	2.3
➤ Heroin (grams)	2.0
➤ Meth (grams)	60.76
➤ Marijuana (grams)	97.0
➤ MDMA (grams)	1.5
➤ Fentanyl (grams)	19.1
➤ Fentanyl (pills)	998.0
➤ THC Vape Pens (ounces)	.89
➤ Mushrooms (grams)	0

## **Training Sergeant**

Car 53 – 47,998 Miles

Sgt. J. Massengale

Working on Certification for the department

Entering training for officer Micah Alexander.

Entering training for officer Jonah Goddard.

Removed Matthew Hoza from employment systems, retrieved and inventoried his gear that was turned in.

Assist with the planning of academy for new hires for class in May.

Working on EVOC for April.

Handling different issues for officers within the department.

## **School Resource Officer**

Reports: 29

Arrests: 5

Warrants: 2





# City of East Ridge

## Police Department

TO: Chief Clint Uselton  
FROM: Lieutenant Greg Beck  
RE: March 2024 CID/CSU/K-9 Statistics

### Criminal Investigations

Name	Previous Mo.	Reactivated	New Cases	Cleared Cases	Charges	Inactivated	Carried Over	Clearance Rate
G. Beck	3	0	3	3	0	0	3	100%
S. Stojnic	24	1	5	6	10	2	22	120%
G. Hawks	5	0	4	1	0	2	6	25%
W. Johnson	3	0	4	4	0	1	2	100%
VACANT	0	0	0	0	0	0	0	0%
<b>Total</b>	<b>35</b>	<b>1</b>	<b>16</b>	<b>14</b>	<b>10</b>	<b>5</b>	<b>33</b>	<b>88%</b>

CID Total New Case Assignments: 16  
CID Total Cases Cleared: 14  
CID Monthly Clearance Rate: 88%

**CID NOTE:** CSU Investigator Davis has continued his assistance in covering the vacancy within the on-call rotation. Detective Hawks, as part of the USMS Fugitive Task Force, has assisted in the search and or apprehensions of five (9) individuals wanted for a variety of charges to include homicide(s) and other outstanding State, local, Federal charges to include East Ridge warrants.

### Cumulative CSU Stats

Self-Initiated Arrest – MIS: 1  
Self-Initiated Arrest – FEL: 9  
Warrant Service – MIS: 1  
Warrant Service – FEL: 14  
Drug Seizures: 7  
Firearms Seizures: 1  
Assets Seizures: 1  
Stolen Auto Recoveries: 1  
Search Warrants – Sought: 3  
Search Warrants – Executed: 3  
Referrals for Fed. Prosecution: 1  
Gang Contacts/Validations: 0

### CSU Narcotics Seizures

Cocaine – 7.74 grams  
Marijuana – 34.9 grams  
Methamphetamine – 23.8 grams  
MDMA – 1.5 grams

**CSU NOTE:** CSU Investigator and Corporal Beadle have completed a course of instruction this past month which was hosted by the Tennessee Dangerous Drug Task Force. The completion of this course of instruction allows them both to recognize and properly deal with and process evidence from

clandestine drug labs. CSU has routinely developed intelligence which aids in combatting criminal activity within the city. CSU, when paired with the K9 Team, has had a substantial impact on the influx of drug distribution this past month and should all be commended for their relentless efforts.

**K-9**

Primary Officer Calls: 10  
 Back-up/Assist Calls: 24  
 Physical Arrests: 1  
 Vehicle Sniffs: 2  
 Building Search: 0  
 Area Search: 1  
 Tracks: 0  
 Traffic Stops: 17  
 Call outs: 0  
 Warrant Services: 10  
 Assist Other Agency Warrants: 8  
 K9 Training Hours: 17.5  
 Public Events/Demonstrations: 0  
 K9 Apprehensions: 1  
 Methamphetamine Seizures: 37 grams  
 Crack Cocaine Seizures: 4.14 grams  
 Fentanyl Seizures:  
 Currency Seizures: \$1,900.00 USC  
 Marijuana/THC Seizures: 0  
 Vehicle Seizures: 0

**K9 NOTE:** CSU Investigator and Corporal Beadle have completed a course of instruction this past month which was hosted by the Tennessee Dangerous Drug Task Force. The completion of this course of instruction allows them both to recognize and properly deal with and process evidence from clandestine drug labs. 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. The K9 team has worked closely with other Agencies to include the Hamilton County Sheriff's Office in combatting the influx of drugs into our community. A properly outfitted K9 vehicle has been placed into active service this month. This acquisition is expected to have an increase in productivity of the K9 unit.

**Vehicle Assignments**

Driver	Vehicle	Mileage	Make	Model
R. Landrum	15	15,913	Chevrolet	Colorado
G. Beck	29	136,130	GMC	Canyon
B. Beadle	89	560	Ford	PUI
M. Crisp	50	77,604	Ford	Explorer
T. Davis	52	76,022	Ford	Explorer
G. Hawks	77	121,500	Ford	Fusion
UNASSIGNED	54	56,568	Dodge	Journey
S. Stojnic	49	73,443	Dodge	Charger
W. Johnson	55	64,953	Dodge	Journey



March



2024



# EAST RIDGE MONTHLY ACTIVITY

Calls for Service

2255

Incidents

298

Arrests

151

Total Charges

342

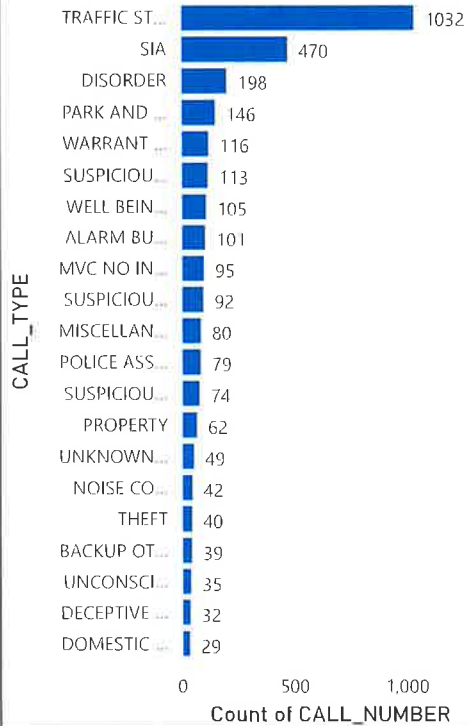
Citations

291

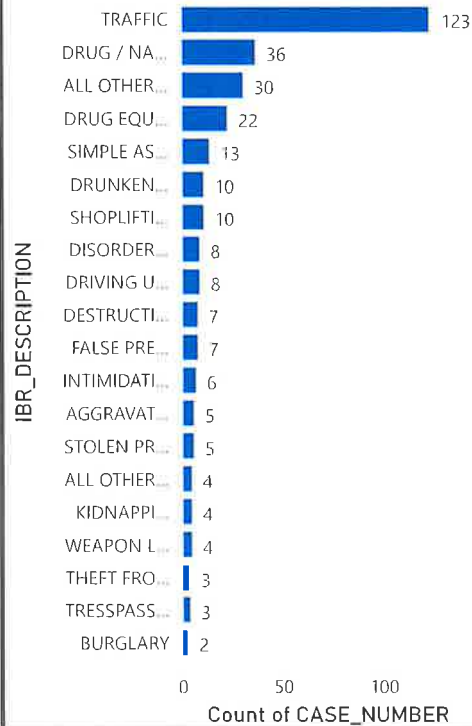
Warnings

298

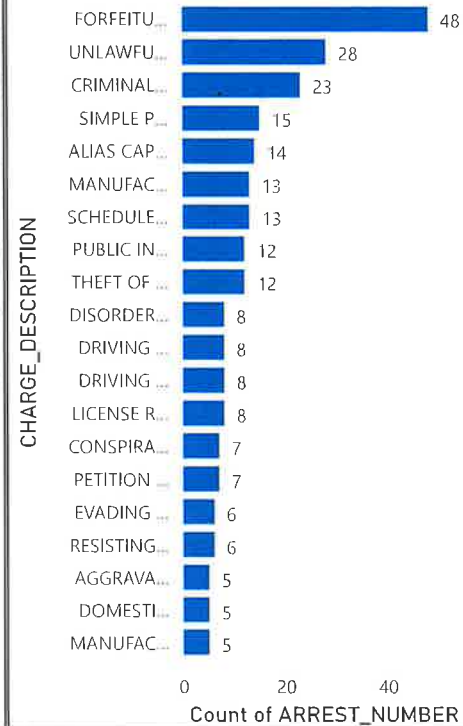
Calls by Type



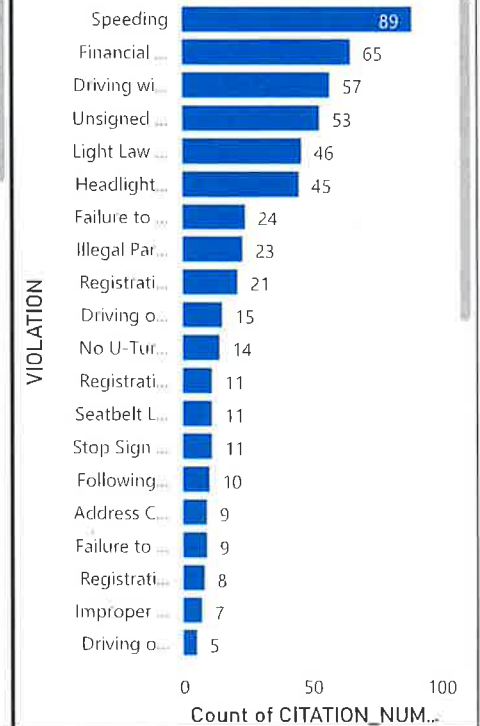
Reports by Type



Arrests by Type



Citations by Type





# Monthly Crime Report

## Chief Clint Uselton



March



2024



### Major Crimes

WEAPON LAW VIOLATIONS	4
THEFT FROM MOTOR VEHICLE	3
STATUTORY RAPE	1
MOTOR VEHICLE THEFT	2
KIDNAPPING/ABDUCTION	4
FORCIBLE RAPE	2
DRUG / NARCOTIC VIOLATION	39
DRIVING UNDER INFLUENCE	8
BURGLARY	2
AGGRAVATED ASSAULT	5

### Calls for Service

**2255**

### Reports Written

**299**

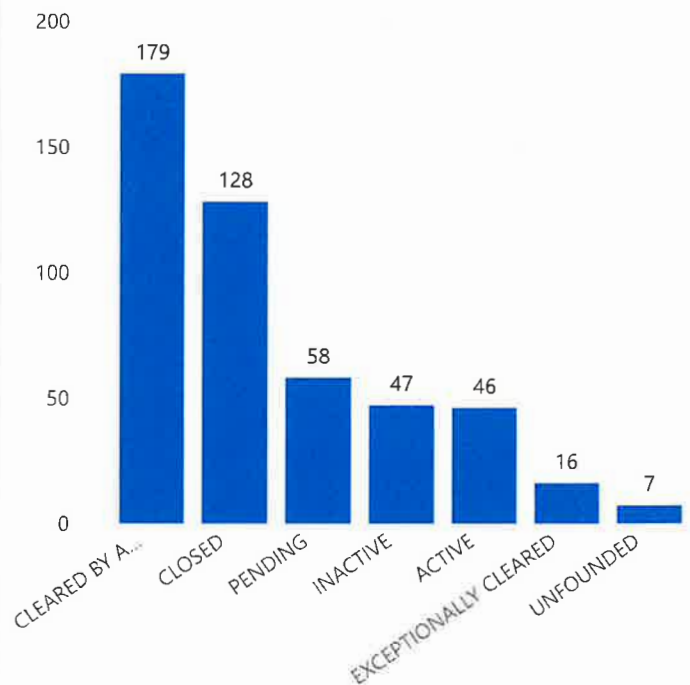
### Citations

**291**

### Warnings

**298**

### Case Status for this month's reports







# CITY OF EAST RIDGE

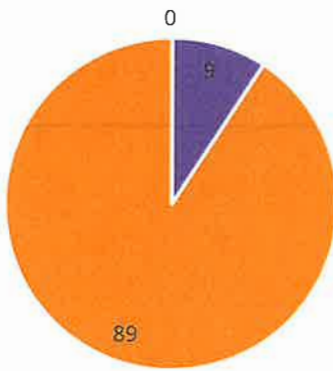
## March 2024

### TRAFFIC CRASHES

**2023**  
**98**

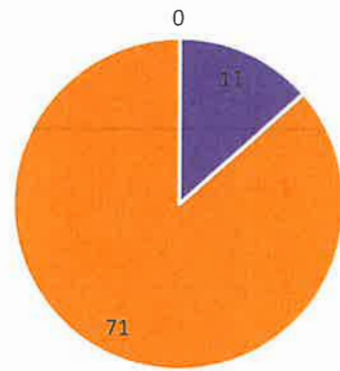
**2024**  
**82**

2023



Fatal Crashes Injury Crashes Property Damage

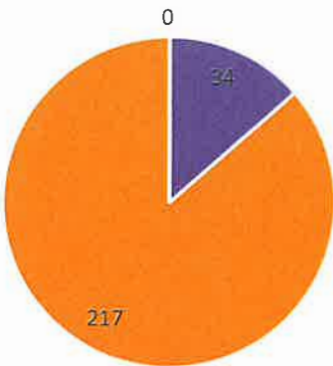
2024



Fatal Crashes Injury Crashes Property Damage

**YTD**  
**251**

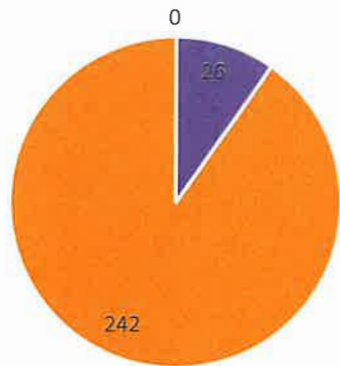
2023



Fatal Crashes Injury Crashes Property Damage

**YTD**  
**268**

2024



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](mailto:jholder@eastridgetn.gov)

Jennifer Massengale  
Animal Services Supervisor

### March Monthly Report

**ERAS responded to 124 calls for service.**

**There are 15 cats at the shelter and 4 cats in foster.**

**There are 28 dogs housed at the shelter and 0 in foster.**

**ERAS responded to 10 injured and/or sick animals.**

**ERAS responded to 5 dead animals and transported them to the shelter for disposal.**

**There were 7 feral cats released to the wild.**

**There were 7 feral cat traps set.**

**ERAS responded to 7 police assistance calls.**

**There were 6 cat adoptions.**

**There were 9 dog adoptions.**

# EAST RIDGE FIRE RESCUE

## Summary of the Month's Activities

March 1 – March 31, 2024

### ***Fire Operations***

The Department responded to **279** calls for service in the month of March 2024.

### ***Fire Administration***

- Staff has scheduled fire inspections and training for each shift.
- Staff has scheduled cancer testing for all employees.
- Staff has submitted the department budget needs to Finance, Human Resources, and the City Manager.
- The Chief and Deputy Chief attended a budget meeting with the City Manager and the Finance Director. In this meeting we went over budget needs and to look at adjusting for future needs.
- Staff is continuing to work with vendors that have upcoming events in the park. Some of these are the Taco Festival, the Bacon Festival, the Apple Festival, and ANF (All or Nothing fights). Fire department will have crews establish a unified command post for the larger events to handle any incidents such as monitoring weather, medical needs, security needs, and any other potential hazards.
- Staff included training for in-service in this month's training schedule.

### ***Training***

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

- Fire Service: SCBA Evolution, Fielder's Choice, air consumption drill. (2\hour minimum).
- **In-Service:** EVOC, Low angle rescue, swift water rescue (8\hour minimum).
- Fire Service: Overhaul, property conservation, and Scene preservation, Essentials 7 Ch.15. (2\hour minimum).
- **In Service:** RIT/Firefighter Survival, VEIS (8\hour minimum).

- Driver Training: District review-streets, hydrants/FDC, and pre-plans/Inspection. (2/hour minimum).
- **In Service:** Incident Command, Triage, Hazmat Operations. (8/hour minimum).
- Fire Service: Building Materials, Structural Collapse and the effects of Fire Suppression, Essentials 7 Ch. 16 (2/hours minimum).
- **In Service:** CPR Refresher (4/hour minimum).
- EMS: First Responder Protocol Manual, PROT-017 to PROT-024. (3 hour/minimum).
- Fire Service: Technical Rescue Support and Vehicle Extrication Operations, Essentials 7 Ch. 17 (2 hour)

**We currently have two members in a First Responder Class at Highway 58 Fire Department and two members in the Hamilton County Firefighter II class.**

### ***Maintenance***

- Repaired leak in the pump on Squad One and completed PM (Preventive Maintenance) (2015 Rosenbauer Rescue Engine)
- Repaired 4 SCBA (Air Packs)
- All small engine tools have been serviced

### ***Special Projects***

- Ordering 8 Seek Thermal Imaging Cameras for each duty crew member.
- Scheduling with other city departments for EVOC Training. We will use our fire department course and allow the Codes Department, Parks and Recreation, Streets, Traffic, and Sanitation to drive and complete the course.

# EAST RIDGE FIRE RESCUE



## Incident Reports by Incident Type Series March 2024

Type of Incident	Number of each
Building Fires	2
Cooking Fire, Confined to Container	1
Trash or Rubbish Fire, Contained	1
Outside rubbish fire, other	2
Outside rubbish, trash or waste fire	5
Medical Assist / EMS Assist	86
EMS Call, excluding vehicle accident with injury.	19
Motor Vehicle Accident with Injuries	19
Motor Vehicle Accident vs. Pedestrian	1
Motor Vehicle Accident/ No Injuries	4
Electrocution	1
Hazardous Conditions	1
Gasoline Spill	3
Gas Leak or other flammable liquid spill	1
Carbon Monoxide Incident	1
Power Lines Down	2
Arcing Electrical Equipment	2
Lock Out	1
Vehicle Accident General Clean Up	2
Smoke or odor Removal	1
Assist Police	6
Police Matter	2

Public Service	1
Cover Assignment/ Move-up	2
Assist Invalid	45
Good Intent Call	1
Dispatched/Canceled enroute	21
No Incident Found at Location	1
Smoke Scare, odor of smoke	8
Smoke from BBQ kettle, tar kettle	1
False Call	3
Alarm System Malfunction	2
Smoke detector activation, no fire- unintentional	14
Detector activation, no fire-unintentional	2
Alarm System activation, no fire-unintentional	12
<b>Total Alarms For March</b>	<b>279</b>

Fire Property Loss	\$ 256,000.00
Fire Property Saved	\$ 3,978,500.00
Civilian Deaths	0
Civilian Injury	1
Firefighter Injuries	0
Firefighter Deaths	0

<b>Mutual Aid Report</b>	
Mutual Aid Received	1
Mutual Aid Given	4
Auto Aid Given / Joint Response District	16
Auto Aid Received / Joint Response District	0
<b>Total Mutual Aid Calls</b>	<b>21</b>

<b>Calls to the City of Ridgeside</b>	
Medical, citizen assist, non-fire related	4
Fire, related calls	0
<b>Total Calls for service to Ridgeside</b>	<b>4</b>

<b>Fire Marshal's Office</b>	
Annual Inspections	27
New Inspections	19
Public Education events	2
Plan Reviews	4

<b>Open Records Requests</b>	
NFIRS Report(s) requested	0
Other	0



# Building Maintenance

March 2024

- Fix coffee machine at City Hall.
- Reception area – tinted glass.
- Cut pipe cover for Street Dept.
- Pick up plumbing supplies
- Attend interview.
- Replace receptacle at Fire Hall 1.
- Replace light in Fire Battalion bathroom.
- Bring water to City Hall.
- Fix reception window.
- Fix desk drawer in Administration.
- Repair plumbing to well at Camp Jordan.
- Pick up black trash bags.
- Type newspaper bid for energy audit system.
- Investigate smell at the PD.
- Take driving course.
- Attend all Monday morning meetings.
- Re-submit roof and siding quotes.
- Locate and record all water meter numbers.
- Pick up supplies from Ace Hardware.
- Attend safety meeting.
- Add blank out to breaker panel at Fire Hall 1.
- Repair dog park waterline and turn water on.
- Turn off heaters in playground bathrooms.
- Re-seal gutter system for Fire Hall 1.
- Deliver supplies to City Hall.
- Place Jacobs order.
- Re-program library thermostat.
- Mow and weed eat around City Hall, Community Center, Playground, and the splash pad.
- Clean shop and vacuum offices.

- Type February report.
- Re-wire Street's trailer and weld new taillight housing to it.
- Reset garage door motor at Street department.
- Pick up, clean, and outfit truck 9.
- Help Parks and Recreation fix telescope on Pioneer Playground.
- Fix leak in PD sally port.
- Remove mothballs from City Hall.
- Make brackets for lights and mount lights and siren in PD chevy Colorado.
- Cut steel plates for Traffic's spreader.
- Replace light lens in City Hall conference room.
- Clean up bushes cut down around Building Maintenance shop.
- Convert light in reception area to LED.
- Fix and repaint fence around monument at pioneer frontier.
- Pulled the grinder pump at Camp Jordan and had repaired and reinstalled.
- Change ripped flags.



# City of East Ridge

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

## CITY OF EAST RIDGE SOLID WASTE REPORT March 31-2024

Solid Waste collected (tons)	689.66
Recycled materials collected (tons)	48.79
Dumpster Junk (tons)	54.23
Dumpster rentals	5
Brush Collected (loads)	18
Metal Collected (tons)	2
Cart Repairs/Replacement (lids/cans)	36
New/Extra Garbage Cans	41
New Recycle Cans	16



**Street Dept  
Monthly Report  
Mar-24**

**WORK ORDERS**

<b>TYPE OF TASK</b>	<b>PRODUCED</b>	<b>NOTES</b>
Drain Patrol	138 Locations	Checked & Cleaned
Ditch Cleaning	11 Locations	Cleaned out with Back-Hoe
Stormwater Pipe	1 Locations	Installed 40' of 12" Pipe
Jetted Out Pipes	9 Locations	Water Jet Trailer
Asphalt Repairs	19 Locations	10-Tons Put Out
Pot Hole Repairs	6 Locations	12 Bags of Asphalt Put Out
Miscellaneous	31 Locations	Various Work Done
Litter Collection	28 Locations	Trash picked up
Street Cut Inspections	11 Locations	Various Work Inspected
Street Sweeper	53 Locations	Various Streets Swept

**Additional Notes :**



**TRAFFIC CONTROL  
MONTHLY REPORT  
March 2024**

**WORK ORDERS**

TYPE OF TASK	PRODUCED	NOTES
New Signage	5	
Signs Installed	8	
Sign Maintenance	49	
Shop Tasks	9	
Miscellaneous	27	
Resident Requests		
Street Light Requests	5	
Banners	3	
Signal Repairs	21	
Sign Posts	3	
ERPD Requests		

**Additional Notes :**

GridSmart GS2 processor located at I-75 SB @ Ringgold Road failed and was sent for repair

Nabco installed strain pole located at John Ross and Ringgold (Broome's Wrecker)

**Signals:**

Nabco installed new flashing beacon and signage located at 1100 Blk John Ross Road (NB)



## CITY OF EAST RIDGE - Building/Codes Activity Report March 2024

**BUILDING AND CODES EMPLOYEES: 4**

Michael Howell – Chief Building Official		
Melissa Mahoney – Administrative Assistant/Permit Technician		
Vacant – Residential Building Inspector		
Torrey Holder – Codes Enforcement Officer		
Michael Pettyjohn - Codes Enforcement Officer		
<b><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></b>		
<b>Activity</b>	<b>Scope of</b>	<b>Total Monthly</b>
Issuing of Permits	Building (Comm. & Res.), Building, Electrical, Plumbing, Mechanical, Fire, Sign	55 permits
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy.	97 inspections
Re-inspections	Trades that have failed the first inspection	14
Street Cut Permits	WWTa, Chattanooga Gas & TAW street cut permits.	6
Signs Removed	Illegal signs removed from city limits	0
Continuing Education	Training for the departments required certification test/International Building Certif.	2 Hours
Property Mani. Liens	Unpaid property maint. issues including grass cutting, demo of unsafe structures, etc.	0 Liens
Housing Board	Cases involving repair or demo of structure	8 Cases
Zoning Board	Cases involving zoning ordinance.	0 Case
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing.	1 Case
Plan Reviews	In-house plan reviews commercial/Residential – Plat Reviews	7 Reviews
Unsafe Structure Abatement	Demolition of unsafe structure	0
Code Violations	Open Storage	45
	Disabled Vehicles	41
	Trash & Debris	15
	Other (Premise ID, Fence, Soffits, Facia Boards, Gutters, Windows, etc.)	7
	Total Violations	108
	Post for Cleanups	0
AHO Court Cases	Administrative Hearing (properties not in compliance)	18 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](http://www.eastridgeparksandrec.com)

PARKS and RECREATION  
Shawna Skiles, Director

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## Parks and Recreation Monthly Report - March 2024

### Administration

- Chamber Board Meeting
- Playground training
- ER Pavilion planning meeting with HK Architects-3 meetings in March-Kitchen Meeting-Audio meeting
- TDEC-LPRF grant meeting teams call-3 meeting in March-Boundary Map-GSM
- E-voc training
- CSAS career fair
- Safety meeting
- Shoreline bids
- Budget meetings-Mr. Miller
- Arena roofing project meeting
- ERFC-Egg hunt
- Thrillville Zoom meetings

### Athletic Programming Rec

- Youth Spring Soccer, Baseball, Softball and Flag Football
- Adult Softball

### Maintenance / Projects – Parks and Recreation

- Dismantled larger indoor soccer court.
- Set up and broke down for the Coin Show.
- Set up and break down for JBF.
- Set up and break down for Repticon.
- Mowed and weeded the pond.
- Set up and broke down for Roller Derby.
- Repaired hole in handicap stall in men's room.
- Installed a new water heater in the concessions.
- Repaired bolts on Playground swings.
- Put banners up in the ball fields.
- Repaired Tractor shed door knob.
- Replace two tires on Truck #1.
- Mounted Park bench at playground.
- Graveled the soccer building entrance.
- Replace light bulbs at the ERCC gym.

**Brian Williams**  
Mayor

**Esther Haynes**  
Vice-Mayor

**Jacky Cagle**  
Councilmember

**Andrea Witt**  
Councilmember

**David Tyler**  
Councilmember

**J. Scott Miller**  
City Manager

- Fixed the telescope at the ERCC playground.
- Repaired several tables at ERCC.

### **Camp Jordan Arena Events**

- Coin Show
- Chattanooga Roller Derby
- Repiticon
- Just Between Friends
- Fast Cat

### **Tournaments / Athletic Events at Camp Jordan**

- Dusty Mason
- GramSlam
- ER Pre-Season Baseball/Softball Tournament
- Deep Freeze Frisbee

### **Community Center**

- 7 active Aerobics memberships
- 19 active Open Gym memberships
- Regular programming and rentals
- Hosted Wilderwood Spring break camp
- Attended TRPA East District workshop for programming
- Held elections for the Hamilton County Election Committee
- Hosted the 2nd Annual Women's History Month Celebration
- Held the Show me Reptiles Trade show
- Hosted 2nd annual Easter Celebration event.
- Held the Chattanooga Autism Center Autism Day Event
- Prepared to host the 2nd annual Chamber Business Expo
- Prepared to have Floors stripped and waxed for preventative maintenance
- Attended the CSAS Career fair

## FY23/24 Library Services Statistics as of March 31, 2024

	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
<b>CIRCULATION (BOOKS/AUDIO)</b>	3026	3197	2595	2695	2316	2404	2766	2760	2814				24573
CIRCULATION E-BOOKS	82	65	28	51	58	61	109	128	120				702
<b>COMPUTER USERS</b>	182	193	148	135	124	149	166	267	203				1567
NEW CARDS ISSUED	33	38	21	21	18	24	29	28	31				243
<b>PROGRAMS/ ATTENDANCE</b>	9/212	10/136	12/122	20/1082	8/104	9/220	9/74	12/122	15/265				104/2337
DOCUMENTS NOTORIZED	8	27	6	10	5	22	19	15	20				132
<b>PAGES FAXED</b>	41	15	33	21	127	30	35	37	27				366
PAGES SCANNED	76	68	53	76	41	27	49	35	100				525
<b>COPIES MADE</b>	2175	2324	1977	2024	1513	1614	1970	2691	2622				18910
IN-DEPTH COMP ASSISTANCE	58	50	34	32	32	42	47	67	48				410
<b>ITEMS CATALOGUED</b>	177	147	113	116	92	91	143	60	129				1068
ITEMS DELETED	27	82	6	10	1	68	133	19	205				551

**31 new cards issued (29 Adult/2 Juvenile)**  
**4 Knitting group with 15 participants.**  
**1 Teen Advisory Board with 8 participants.**  
**Dr. Seuss birthday party with 66 participants.**  
**2 Chick-Fila story-times with 22 participants.**

**3 story-times with 71 participants.**  
**1 Adult book club with 8 participants.**  
**1 Adult Bingo with 5 participants.**  
**2 Blessing Place story-times w/70 participants.**