



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

JANUARY 2024

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 January 2024

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

Please find attached the January 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 PERMITS
JANUARY 2024**

BUSINESS LICENSE

Business Name	Location Address	Date
LINDA'S PRODUCE INC- EAST RIDGE	3306 RINGGOLD RD EAST RIDGE, TN 37412	1/11/2024
PCR TRUCKING AND TREE SERVICE LLC	600 WORSHAM AVE EAST RIDGE, TN 37412	1/10/2024
PRICE CEILING INC	6728 RINGGOLD RD EAST RIDGE, TN 37412	1/10/2024
LEAP SERVICE PARTNERS, LLC	200 DAN TIBBS RD NW HUNTSVILLE, AL 35806	1/4/2024
"PATRIOT SERVICE"; AND "SCENIC CITY HEATING & AC"		
HOLK'S GARAGE INC	3901 RINGGOLD RD., EAST RIDGE, TN 37412	1/1/2024
JYORK CONSTRUCTION, LLC	750 S SEMINOLE DR EAST RIDGE, TN 37412	1/1/2024
SELENA PERRY-YOU-NIQUE LEARNING ACADEMY	1505 JOHN ROSS RD., EAST RIDGE TN 37412	1/1/2024
ELMER GONZALES-TIENDA MARELYN	3992 RINGGOLD RD., EAST RIDGE, TN 37412	1/1/2024

BEER PERMITS

Business Name	Location Address	Date
Level Up Arcade and Billiards, LLC- Jody Millard	3801 Ringgold Road	1/8/2024



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Cameron McAllister
Administrator

Economic & Community Development

Monthly Report – January 2024

Grant Project Updates:

- **TDOT PIN 120226 (McBrien Road Resurfacing)**
Construction is set to begin March 1, 2024. Contract expires April 1, 2024.
- **TDOT PIN 131488 (John Ross Road Resurfacing)**
City Administration received comments back from TDOT on Preliminary Plans. Comments were addressed on behalf of the City by Volkert Engineering. ROW Plans were submitted to TDOT for review on 1/31/24.
- **TDOT PIN 122000 (Multimodal)**
City Administration received fully executed amendment 8 extending the project completion date to June 30, 2024. The ECD department completed a single audit on PIN 122000 resulting in zero findings. Field work continues.
- **Violent Crime Intervention Fund Grant**
The City has received most items purchased under the VCIF grant. Assistant Chief Creel and ECD Administrator McAllister met with the OCJP to discuss a potential budget amendment for items that are set to arrive after the end of FY24. A resolution was discovered and put in place. All items have been ordered.
- **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, ECD, and Parks and Recreation staff have worked to complete all tasks assigned in TDEC's GMS. HK Architects, Asa Engineering, and City staff met to discuss preliminary plans for the renovations at East Ridge Community Center. A meeting was set with TDEC officials to discuss the next steps in receiving a fully executed contract.

Grant Applications Submitted:

- None

Grant Applications Awarded:

- None

Invoice for Reimbursements Submitted:

- | | | |
|---|--|--|
| • TDOT PIN 120000.00
Talley Construction
(Multimodal Access Project)
Project) | • TDOT PIN 131488.00
Volkert Engineering
(John Ross Road Resurfacing Project) | • TDOT PIN 120226.00
Thompson Engineering
(McBrien Road Resurfacing |
| • VCIF
Combined Vendors
(East Ridge Police Department) | | |

Special Events:

- ***2024 Spring Season Registration Opens*** – East Ridge Parks & Recreation
1/1/2024
- ***Souper Social Event*** – East Ridge City Library
1/20/2024
- ***Pancakes & Pajamas*** – East Ridge Parks & Recreation
1/26/2024

Public Relations/Social Media Outreach:

- ***Facebook (@City of East Ridge – Government)*** Platform Followers: 7,502
Number of posts – 29
- ***Instagram (@CityofEastRidge)*** Platform Followers: 666
Number of posts – 29
- ***Twitter (@CityofEastRidge)*** Platform Followers: 681
Number of posts – 29

City of East Ridge

Human Resources

Michelle Sinigaglio

January Data (as of 1/31/24)

<u>Headcount</u>	<u>Budget</u>	<u>Actual</u>
Full-Time Employees	154	151
Part-Time Employees	<u>26</u>	<u>23</u>
Total	180	174

New Hires - 5

Terminations - 1

Transfers - 1

In Onboarding Process:

Library Clerk PT - 1

Recruiting for:

Building Maintenance Assistant

Residential Building Inspector

Groundskeeper

School Patrol

Pending Retirements:

0

Admin and/or Medical Leave

0

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

COURT

NUMBER OF CITATIONS ISSUED IN JANUARY : 156

NUMBER OF DEFENDANTS APPEARING IN COURT:

January 2, 2024	129
January 9, 2024	149
January 16, 2024	no court - weather related
January 23, 2024	138
January 30, 2024	164

TOTAL DEFENDANTS APPEARING IN COURT FOR MONTH 580



East Ridge Police Department

Chief's Monthly Report January 2024

The Police Department responded to a total of 2238 calls for service during January 2024.

The department filled a total of 20 open records requests from citizens and the DA's office.

A total of 833 citations were issued.

ERPD made a total of 47 physical arrests that included 90 misdemeanor charges and 37 felony charges.

The department currently has 5 probationary officers in the Field Training Program, and 4 probationary officers attending the police academy.

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

SRO Rance Hightower began in the High School on January 8, 2024.



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

January 2024 Events

Administrative Division

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

Car 14 – 22,150 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 Tyler RMS property module
- New hire Officer onboarding
- IT Issues
- Fleet Maintenance
- Granicus meeting
- Update inventory sheets
- Report Hamilton Counted Data
- LPR maintenance
- Dash/Body camera maintenance
- Continued preparation for Central Square data extraction
- City Court Duties
- Hamilton Counted Data submission
- Granicus zoom meeting

Open Records

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

Court Operations

Hamilton County Grand Jury Cases Presented	12
Hamilton County Grand Jury Cases Requested	12
Total Hamilton County Grand Jury Appearances	1
Hamilton County Grand Jury File Preparation Time	12 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: Repair power outlets on vehicle #39, Attempted to fix siren/light box on vehicle #47. It will have to go to E/R Auto, Vehicle #37 to Lee Smith & pickup, Deliver new vehicles to sign shop & pickup,	Multiple
IT Liaison Duties / Meet with Lightfoot Solutions: Resolve Tyler RMS property module issues, Address Office365 expiration, Contact Tyler Tech about RMS reporting issues to the State,	

Warrants Division

Sgt. Tim Spires / Cpl. Hal Duncan

Car 23 – Unknow mileage – Vehicle in shop miles Sgt. Spires

Car 56 – 78,700 miles Cpl. Duncan

➤ Fingerprinting service/fingerprint cards	67
➤ Warrants processed	118
➤ Assists with warrants	25
➤ Misdemeanor Citations (booking)	0
➤ Arrest Reports	28
➤ Miscellaneous Activity	31
➤ Offense Reports	0
➤ Subpoena Service for Codes Enforcement Dept.	0
➤ Warrant notifications mailed	9
➤ Warrant notifications delivered	20
➤ Warrants served	28
➤ 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
314	105	339	2204

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	253
➤ Items Disposed	66
➤ Narcotics Disposed	0
➤ Firearms – prepared for trade/sale	6
➤ Firearms traded/sold (Compass Auctions)	0
➤ Other Items Sold on Compass - Total	0
• Vehicles Sold on Compass	0
• General Items	0

Drugs Seized – Department monthly total

➤ Pills (dosage units)	124
➤ Cocaine (grams)	0.27
➤ Crack Cocaine (grams)	0.0
➤ Heroin (grams)	0.6
➤ Meth (grams)	39.4
➤ Marijuana (grams)	53.3
➤ MDMA (grams)	0.0
➤ Fentanyl (grams)	6.1
➤ Fentanyl (pills)	2.0
➤ Ecstasy (du)	0.0
➤ Mushrooms (grams)	0.0

Training Sergeant

Car 53 – 74,145 Miles

Sgt. J. Massengale

Began process for new hires for academy this month.

Scheduled new recruits for academy.

Began scheduling for 2024 In-Service

Purchased gear for new employees

Completed new hire information for Matthew Hoza.

Scheduled Micah Alexander for FTO school Collegedale.

Rescheduled Jonah Goddard for the same FTO School in Collegedale to save money.

Preparing for McDowell Trial HC Criminal Court.

01/31/2024 Joseph McDowell Trial Hamilton County Criminal Court.

School Resource Officer

Reports: 16

Field Interviews: 1

Self-Initiated Activity: 23



City of East Ridge

Police Department

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

Criminal Investigations

Name	Previous Mo.	Reactivated	New Cases	Cleared Cases	Charges	Inactivated	Carried Over	Clearance Rate
G. Beck	4	0	2	3	0	0	3	150%
S. Stojnic	27	0	2	1	0	5	23	50%
G. Hawks	3	0	5	3	10	3	2	60%
W. Johnson	3	0	4	1	0	2	4	25%
VACANT	0	0	0	0	0	0	0	0%
Total	37	0	13	8	10	10	32	62%

CID Total New Case Assignments: 13
 CID Total Cases Cleared: 8
 CID Monthly Clearance Rate: 62%

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 apprehensions of ten (10) individuals wanted for a variety of charges to include parole/probation violation(s), homicide(s), gun(s), and drug(s).

Crime Suppression

Assigned Cases: 0
 Self-Initiated Cases Opened: 4
 Cases Closed: 0
 Self-Initiated Activity: 18
 Traffic Stops: 12
 Arrest Warrants Sought: 0
 Self-Initiated Arrest – MIS: 0
 Self-Initiated Arrest – FEL: 7
 Warrant Service – MIS: 0
 Warrant Service – FEL: 0
 Drug Seizures: 10
 Firearms Seizures: 2
 Assets Seizures: 0
 Stolen Auto Recoveries: 0
 Search Warrants – Sought: 4
 Search Warrants – Executed: 4
 Referrals for Fed. Prosecution: 3

Gang Contacts/Validations: 3

CSU NOTE: CSU has continued to focus efforts on criminal activities to include drug/narcotic trafficking and property crimes. CSU had obtained and subsequently executed several search warrants upon properties; one of those resulted in the seizure of a meth lab process which had not yet been initiated. Utilizing connections with various parole/probation officers, CSU has been able to establish violation of repeat offenders. CSU has routinely developed intelligence which aids in combatting criminal activity within the city.

K-9

Primary Officer Calls: 4
Back-up/Assist Calls: 14
Physical Arrests: 0
Vehicle Sniffs: 0
Building Search: 0
Area Search: 0
Tracks: 0
Traffic Stops: 18
Call outs: 0
Warrant Services: 2
Assist Other Agency Warrants: 4
K9 Training Hours: 22
Public Events/Demonstrations: 0
K9 Apprehensions: 2
Methamphetamine Seizures: 11.9 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. The K9 unit has experienced an increased difficulty retaining a reliable vehicle for the dog and handler; the anticipated acquisition of that vehicle is expected to increase the capability, availability, and overall efficiency of the Unit.

Vehicle Assignments

Driver	Vehicle	Mileage	Make	Model
R. Landrum	15	14,369	Chevrolet	Colorado
G. Beck	29	134,856	GMC	Canyon
B. Beadle	41	94,769	Dodge	Charger
M. Crisp	50	75,454	Ford	Explorer
T. Davis	52	74,134	Ford	Explorer
W. Johnson	48	92,162	Dodge	Charger
G. Hawks	77	118,515	Ford	Fusion
UNASSIGNED	54	55,182	Dodge	Journey
S. Stojnic	49	72,947	Dodge	Charger
UNASSIGNED	55	62,200	Dodge	Journey

CITY OF EAST RIDGE
POLICE DEPARTMENT
MONTHLY REPORT
PATROL/TRAFFIC DIVISION
January 2024

Team **Patrol / Traffic** Mon/Year **Jan-24**

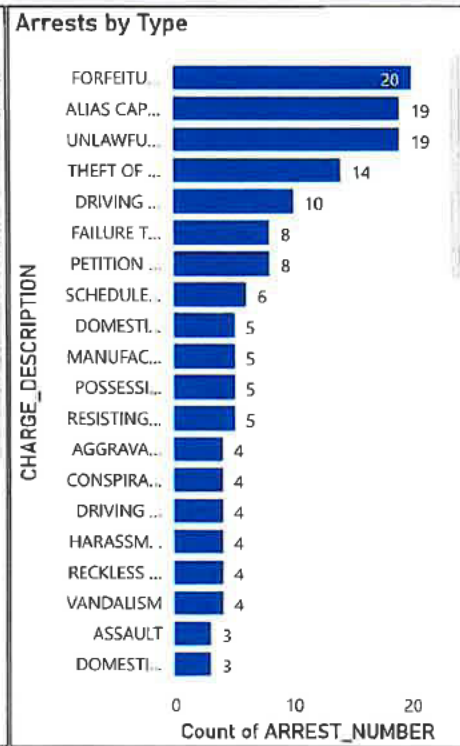
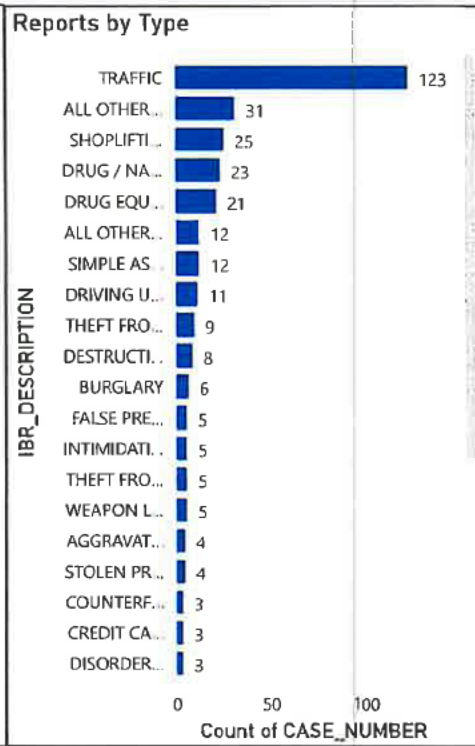
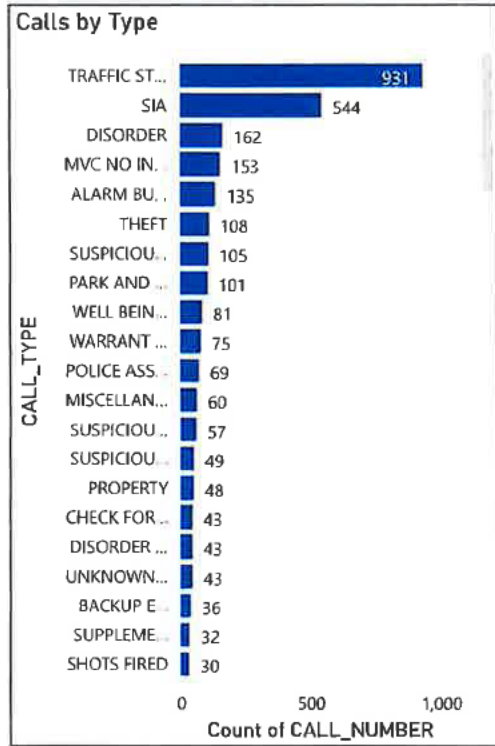
Totals	378	47	47	90	37	294	20	899	103	895	833	1143	814	11	55
Officer	Days	Warrants	Physical	Charges		Reports	Field	SIA	Crash	Traffic	Traffic	Service	Assist	Other	Warrant
Name	Worked	Obtained	Arrest	Misd.	Felony	(d1,d2)	Interview		Reports	Stops	Citations	Calls	Calls	Warrant	Service
MYRICK	15	0	0	0	0	5	0	44	0	41	65	31	49	0	0
DAVERSON	15	1	0	0	0	6	0	33	0	3	4	73	2	0	0
DARWIN	13	0	0	3	4	23	0	23	2	30	34	61	14	0	3
DYER	13	0	2	3	0	7	0	56	32	46	53	53	21	0	0
BOISTANCER	15	2	4	8	3	20	0	142	5	52	31	66	69	0	3
McCLOUD	11	0	2	5	1	6	0	9	1	19	26	43	13	0	1
CHADWICK	16	0	0	0	0	0	0	30	0	0	0	9	68	0	0
MASSENGALF	15	1	0	2	0	22	0	0	0	0	0	24	0	0	14
HINSCH	16	1	5	9	1	16	2	20	1	38	33	53	53	0	2
SMITH T.	13	0	1	0	1	0	0	48	21	42	86	44	6	0	1
LIVELY	16	3	4	3	3	21	1	20	4	14	7	65	14	1	1
SMITH C.	16	2	2	2	2	21	0	33	3	5	3	56	12	0	2
FEMPLETON	14	0	0	0	0	28	0	16	4	35	21	84	1	0	0
BURGESS	14	14	2	7	11	7	1	40	0	58	12	26	34	1	1
JOHNSON	15	0	1	1	0	7	1	69	1	73	65	61	38	1	3
KIMSEY	15	0	0	0	0	0	0	31	0	0	0	11	33	0	0
MUELLER	11	9	4	9	0	6	0	10	7	65	87	32	8	2	1
RHODY	16	1	5	6	0	32	4	60	2	18	8	64	72	1	5
SHARP	15	3	0	3	0	11	1	31	3	29	35	43	33	0	10
BURGESS	16	0	0	0	0	4	2	33	0	8	7	11	22	0	3
GODDARD	15	0	7	15	7	8	0	9	0	45	19	20	32	4	1
ALEXANDER	14	2	2	1	1	7	4	54	0	21	13	36	70	0	0
ACKERMANN	13	0	2	0	0	7	0	26	1	12	13	35	38	1	1
BLACKBURN	15	6	2	8	0	16	4	36	2	28	36	44	19	0	1
RESENDIZ	15	0	0	0	0	0	0	3	14	143	102	51	56	0	0
WILSON	16	2	2	5	3	14	0	23	0	70	73	47	37	0	2

January 2024



EAST RIDGE MONTHLY ACTIVITY

Calls for Service 2204	Incidents 314	Arrests 105	Total Charges 211	Citations 339	Warnings 241
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Monthly Crime Report

Chief Clint Uselton



January



2024



Major Crimes

WEAPON LAW VIOLATIONS	7
THEFT OF MOTOR VEHICLE PARTS OR ACCESSORIES	2
THEFT FROM MOTOR VEHICLE	10
ROBBERY	1
MOTOR VEHICLE THEFT	2
KIDNAPPING/ABDUCTION	2
FORCIBLE RAPE	1
DRUG / NARCOTIC VIOLATION	25
DRIVING UNDER INFLUENCE	12
BURGLARY	6
AGGRAVATED ASSAULT	4

Calls for Service

2204

Reports Written

316

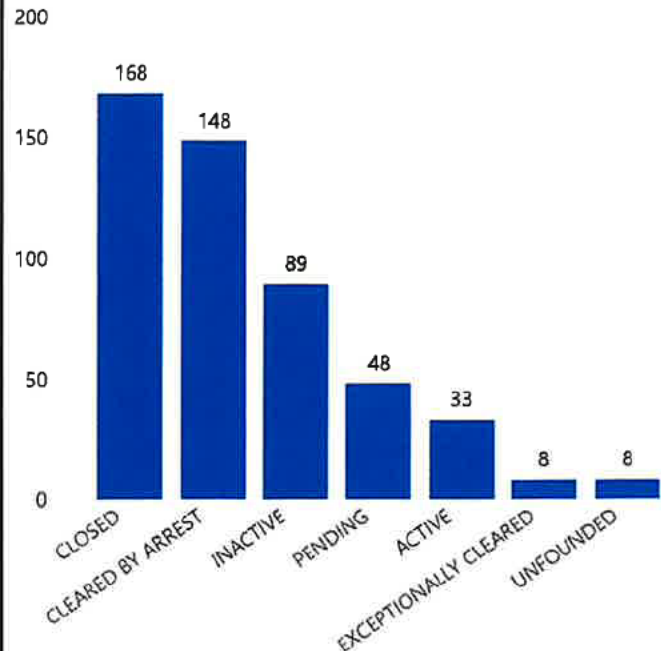
Citations

339

Warnings

241

Case Status for this month's reports



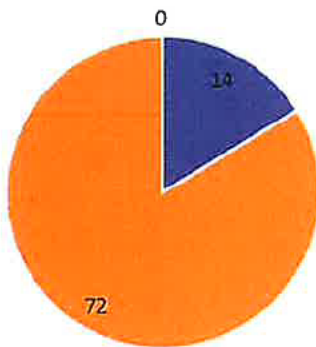


CITY OF EAST RIDGE January 2024 TRAFFIC CRASHES

2023
86

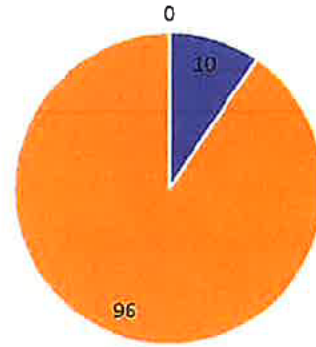
2024
106

2023



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

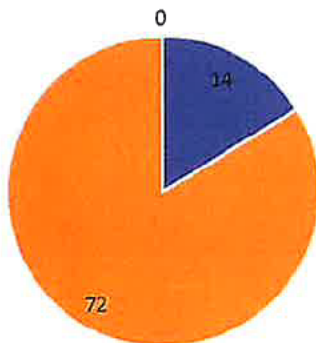
2024



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

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86

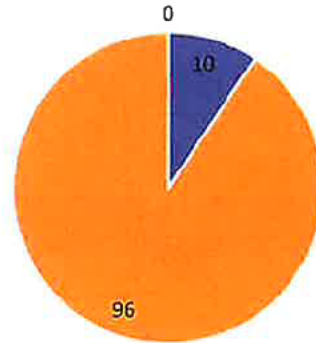
2023



■ Fatal Crashes ■ Injury Crashes ■ Property Damage

YTD
106

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

Jennifer Massengale
Animal Services Supervisor

January 2024 Monthly Report

ERAS responded to 114 calls for service.

There are 7 cats at the shelter and 18 cats in foster.

There are 20 dogs housed at the shelter and 6 in foster.

ERAS responded to 5 injured and/or sick animals.

ERAS responded to 5 deceased animals and transported them to the shelter.

There were 2 feral cats released to the wild.

There were 3 feral cat traps set.

ERAS responded to 3 police assistances.

There were 9 cat adoptions.

There were 7 dog adoptions.

EAST RIDGE FIRE RESCUE

Summary of the Month's Activities January 1 – January 31, 2024

Fire Operations

The Department responded to **239** calls for service in the month of January 2024.

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.
- Staff has been working on the upcoming budget needs. Budget forms have been given to all officers to receive feedback on department needs.
- Staff continues to work on outdated equipment for surplus. The 2010 Rosenbauer has been declared as surplus. Crews are currently removing all lettering and prepping it for sale at auction by Compass.
- Deputy Chief Albright is working on updating the Cities Occupational Health and Safety Plan. This will be presented to the council for approval once completed.
- Several fire officers attended NIMS class for 300 and 400.
- Staff attended a first responder agency with HCEMS.
- All members have been scheduled for their annual cancer screening and respiratory testing to be given by an off duty medical office.

Training

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

1. Fire Service: SCBA Test Refresher Evaluation, review respiratory protection policy (2/hour minimum).
2. Fire Service: Ground Ladders, Essentials 7 Ch. 8. (2/hour minimum).
3. Rescue: Air Tools, Equipment Familiarization, use, and maintenance (2\hour minimum).
4. Firefighter Safety: Forcible Entry, Essentials 7 Ch. 9. (2\hour minimum).
5. Driver Training: District review-streets, hydrants/FDC, and Pre-plans/Inspections. (2/hour minimum).
6. Driver Training: Apparatus Placement, roadway scene safety (2/hour minimum).
7. Fire Service: Structural Search and Rescue, Essentials 7, Ch. 10 (2/hours minimum).
8. EMS: Policies, First Responder Protocol Manual, PROT-001 to PROT-010 (3/hour minimum).
9. Fire Service: Tactical Ventilation, Essentials 7, Ch. 11. (2 hour/minimum).
10. Hazardous Materials: Toxicology (2 hour/minimum).

6 Fire Officers attended a 300, 400 NIMS class at the HCEOC.

Maintenance

- All members received the annual fit test of the SCBA masks.
- All air packs have been annually tested and certified.
- PM (Preventive Maintenance) Ladder 1

Special Projects

Working on the new Battalion Chief Truck. The Camper top and command center (Slide Out) have arrived. Placing equipment and wiring to the rear for power.

EAST RIDGE FIRE RESCUE

Incident Reports by Incident Type Series January 2024

Type of Incident	Number of each
Building Fires	2
Passenger Vehicle Fire	1
Outside Rubbish Fire	1
Trash Fires	2
Medical Assist / EMS Assist	56
EMS Call, excluding vehicle accident with injury.	27
Motor Vehicle Accident with Injuries	15
Motor Vehicle/pedestrian struck	1
Motor Vehicle Accident/ No Injuries	5
Gas Leak	2
Oil Spill	2
Chemical Hazard	1
Power Lines Down	4
Arcing Electrical Equipment	3
Building Collapse / Structure Weakend	1
Vehicle Accident / General Clean-Up	2
Water/Steam Leak	2
Assist Police	1
Cover Assignment/ Move-up	2
Assist Invalid	59

Dispatched/Canceled enroute	14
Wrong Location	1
False Call	2
Smoke Investigation	4
CO (Carbon Monoxide) alarm	2
Sprinkler Activation due to Malfunction	4
Alarm System Malfunction	3
Smoke detector activation, no fire- unintentional	2
Detector activation, no fire-unintentional	2
Alarm System activation, no fire-unintentional	11
Alarm sounded due to malfunction	5
Alarm Sounded, False Call	1
Alarm Sounded, Unintentional	13
Total Alarms For January	239

Fire Property Loss	\$ 67,000.00
Fire Property Saved	\$716,000.00
Civilian Injuries	0
Civilian Deaths	0
Firefighter Injuries	0
Firefighter Deaths	0

Mutual Aid Report	
Mutual Aid Received (Auto Aid Joint Response-0)	1
Mutual Aid Given (Auto Aid Joint Response-10)	3
Total Mutual Aid Calls	4

Calls to the City of Ridgeside	
Medical, citizen assist, non-fire related	3
Fire, related calls	1
Total Calls for service to Ridgeside	4

Fire Marshal's Office	
Annual Inspections	30
New Inspections	5
Public Education events	0
Plan Reviews	3

Open Records Requests	
NFIRS Report(s) requested	1
Other	0

Building Maintenance

January 2024

- Replace battery in Codes truck #91
 - Install tablet mount in Police SUV
 - Fix plumbing at RV lot
 - Buy totes for Christmas lights and take down.
 - Cut lumber for Fire Department training.
 - Research tile companies and get quotes.
 - Research window unit for street and sanitation/pick up and install.
 - Get pricing lists from Jacobs and Cintas
 - Run patch cord and mount time clocks.
 - Create a new daily template.
 - Fix wall outlets in Finance Director's office.
 - Clean City Hall roof drains.
 - Repair leak and fill in ditch at RV lot.
 - Pick up a pallet of water.
 - Have keys made for Fire Department.
 - Fix soap dispensers at Police Department.
 - Type City key index.
 - Fix City Hall kitchen breaker issue.
-
- Meet with Baileys about court heating unit.
 - Get estimates for duct cleaning and have performed at Street/Sanitation
 - Replace battery for Museum alarm.
 - Help assessment company at McBrien.
 - Convert some Community Center lights to LED.
 - Research energy audit and request quotes.
 - Fix lock going into the court room from the lobby.
 - Repair door at the Fire Department.
 - Salt parking lots and sidewalks at City Hall and Police Department
 - Fix leak in Police Department reception bathroom.
 - Replace Building Maintenance computer monitors.
 - Add hog rings to small dog park fence.
 - Put Sevin dust in lobby garden beds and add bleach to fountain.
 - Gather vehicle information.
 - Make newspaper article for fountain bids.



City of East Ridge

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

CITY OF EAST RIDGE SOLID WASTE REPORT January 2024

Solid Waste collected (tons)	844.38
Recycled materials collected (tons)	49.24
Dumpster Junk (tons)	39.30
Dumpster rentals	1
Brush Collected (loads)	25
Metal Collected (tons)	0
Cart Repairs/Replacement (lids/cans)	31/0
New/Extra Garbage Cans	42
New Recycle Cans	051



**Street Dept.
Monthly Report
January 2024**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
Drain Patrol	130 Locations	Checked & Cleaned
Ditch Cleaning	11 Locations	Cleaned out with Back-Hoe
Miscellaneous	29 Locations	Various Work Done
Pot Hole Repairs	23 Locations	35 Bags of Asphalt Put Out
Street Sweeper	20 Locations	Swept Streets
Litter Collection	26 Locations	Trash picked up
Winter Streets	Various	Spread Salt Sand Mix
Leaf Collection	68 Locations	Leaf-Vac Truck
Street Cut Inspections	6 Locations	Various Work Inspected

Additional Notes :



**TRAFFIC CONTROL
MONTHLY REPORT
January 2024**

WORK ORDERS

TYPE OF TASK	PRODUCED	NOTES
New Signage	33	
Signs Installed	13	
Sign Maintenance	20	
Shop Tasks	19	
Miscellaneous	42	
Resident Requests	9	
Street Light Requests	8	
Banners	0	
Signal Repairs	15	
Sign Posts	4	
ERPD Requests	15	

Additional Notes :

Removed Christmas display lights off Ringgold Rd. Completed on street inventory for EPB.

Worked with EPB to have streetlight reinstalled on Claremont Cir.

Worked with EPB to have streetlights repairs in the 6600 Blk Of Ringgold Rd.

ERTC Staff attended TTAP training course.

Camp Jordan Park ordered new Flashing Pedestrian Crosswalk Systems.

Studies: Jason Dr, Springvale Rd and S. Seminole Dr

Signals:

S. Moore Rd at Ringgold Rd, MMU Smart Monitor failed, sent to EDI for repairs.



CITY OF EAST RIDGE - Codes/Building Activity Report January 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		
<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	Total Monthly
Issuing of Permits	Building (Comm. & Res.), Building, Electrical, Plumbing, Mechanical, Fire, Sign	42 permits
Building Inspections	Building, Mechanical, Plumbing, Electrical, Energy.	76 inspections
Re-inspections	Trades that have failed the first inspection	18
Street Cut Permits	WWTA, Chattanooga Gas & TAW street cut permits.	10
Street Inspections	Performed by Street Department	0
Signs Removed	Illegal signs removed from city limits	1
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.	0 Liens
Housing Board	Cases involving repair or demo of structure	5 Cases
Zoning Board	Cases involving zoning ordinance.	0 Case
Planning Commission	Cases involving rezoning, subdivision regulations, and plat signing.	2 Case
Plan Reviews	In-house plan reviews commercial/Residential – Plat Reviews	8 Reviews
Unsafe Structure Abatement	Demolition of unsafe structure	0
Code Violations	Open Storage	27
	Disabled Vehicles	22
	Trash & Debris	13
	Other (Premise ID, Fence, Soffits, Facia Boards, Gutters, Windows, etc.)	6
	Total Violations	78
	Post for Cleanups	0
AHO Court Cases	Administrative Hearing (properties not in compliance)	13 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 - January 2024

Administration

- Final Master Plan meeting with Kimley Horn
- Victus information needed- spent days going through paperwork to send over to them.
- ER Pavilion planning meeting with HK Architects-3 meetings in January.
- TDEC-LPRF grant meeting teams call-3 meeting in January.
- Bid packets-uniforms and arena roof
- Victus in town for stakeholders meetings-2 days.
- Homeschool Soccer event meeting
- Meeting with Tim Morgan for Scenic City Cup
- Meeting with Tim Morgan- event wanting to use the Arena.

Athletic Programming Rec

- Indoor Soccer-youth 1875 players, Adult 165 player
- Basketball youth 285 players

Maintenance / Projects – Parks and Recreation

- Blocked off both ends of the road for emergency services.
- Prepped and painted women's restroom and painted ceiling tiles.
- Fixed leaks in the men's restroom.
- Painted and cleaned baseboards in the women's restroom.
- Painted lines, circles, and goal boxes on the small indoor court.
- Painted doors and frames and replaced light bulbs in the arena.
- Painted door frames.
- Unstopped drainage ditches for walkers and run.
- Painted small court goals.
- Prepped and primed conference room.
- Unloaded score boards.
- Painted conference room.
- Deep cleaned metal bleachers.
- Deep cleaned, caulked sinks and urinals, and painted the men's restroom in the arena.
- Replaced light bulbs in the women's restroom.
- Fixed leaks and caulked sinks in other restrooms.

Camp Jordan Arena Events

- Indoor soccer

Tournaments / Athletic Events at Camp Jordan

- None in the Winter months

Community Center

- Active Aerobics memberships - 7
- Active Open Gym memberships - 16
- Hosted the first ever pancakes and pajamas event
- Helped prepare for the LPRF renovations.
- Regular programming and rentals
- Sent out contract to Wilderwood camps to host summer camp in 2024
- Prepared for Valentines event
- Prepared for the Women's History Month event
- Had interviews and hired in for the open Full-time Recreation Assistant position

FY23/24 Library Services Statistics as of January 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
CIRCULATION (BOOKS/AUDIO)	3026	3197	2595	2695	2316	2404	2766						18999
CIRCULATION E-BOOKS	82	65	28	51	58	61	109						454
COMPUTER USERS	182	193	148	135	124	149	166						1097
NEW CARDS ISSUED	33	38	21	21	18	24	29						184
PROGRAMS/ ATTENDANCE	9/212	10/136	12/122	20/1082	8/104	9/220	9/74						77/1950
DOCUMENTS NOTORIZED	8	27	6	10	5	22	19						97
PAGES FAXED	41	15	33	21	127	30	35						302
PAGES SCANNED	76	68	53	76	41	27	49						390
COPIES MADE	2175	2324	1977	2024	1513	1614	1970						13597
IN-DEPTH COMP ASSISTANCE	58	50	34	32	32	42	47						295
ITEMS CATALOGUED	177	147	113	116	92	91	143						879
ITEMS DELETED	27	82	6	10	1	68	133						327

**** 29 new cards issued (23 Adult/6 Juvenile)
3 Knitting group with 10 participants.
1 Teen Advisory Board with 9 participants.**

**3 story-times with 37 participants.
1 Adult book club with 8 participants.
1 Souper Social teen program with 10 participants.**