



HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

August 9, 2021

MINUTES

CALL TO ORDER

The meeting of the Clarksville Housing and Community Development Committee was called to order by Chairperson Wanda Smith on Monday, August 9, 2021, at 4:30 p.m. in the Housing and Community Development Conference Room, 1 Public Square, Suite 201, Clarksville, Tennessee.

ATTENDANCE

The following members were present at the meeting:

Chairperson, Wanda Smith, Councilpersons Wanda Allen and Travis Holleman, Housing and Community Development Staff members Dennis Newburn, Crystal Griffith, and Tammy Kilgore, and Internal Auditor Jennifer Osteen

Others Present:

Nancy Leutert, Sandra Simms, Maggie Pearson, and Megan Setter from Urban Ministries

ADOPTION OF MINUTES

Chairperson Smith asked for any questions or concerns regarding the minutes of the July 12, 2021 committee meeting. Hearing none, Chairperson Smith entertained a motion and second to adopt the minutes. Councilperson Holleman made a motion to adopt the minutes of the July 12, 2021 meeting as printed. The motion was seconded by Councilperson Allen and passed unanimously.

NEW BUSINESS

Chairperson Smith turned the floor over to the Housing and Community Development staff members for new business.

1) CDBG and CDBG-CV Activities Status Update

CDBG - Status Update

Dixon Park

Mr. Dennis Newburn informed the committee that \$80,000.00 was budgeted for the acquisition of land in support of park redevelopment. The City recently learned that in order to complete the park redevelopment, the City would need to acquire 7 parcels of land not currently owned by the City but will be necessary to acquire to complete the proposed redevelopment. The estimated cost for the acquisition of all parcels is \$165,000.00.

Urban Ministries Shelter

Mr. Newburn stated that the original plan was for the use of funding for acquisition of property located at 3rd and Union Streets which is owned by Housing and Community Development. \$200,000.00 of CDBG funds were also pledged as a challenge grant in support of this activity. Since that time, another property (at an undisclosed location for privacy purposes) has been selected that will provide greater square footage and will allow for expansion of Urban Ministries' regular programming services to include domestic violence/sexual assault and shelter support services, allow for the development of specialized programming such as child care for program residents, and provide the space to partner with other organizations to provide new services such as short-term housing opportunities. The proposal for the rehabilitation/renovation of this new property is \$550,000.00. Sandra Simms and Megan Setter, both of Urban Ministries, explained the specifications, benefits and plans associated with the acquisition of the new property while also providing details of the existing building/program capacity, capabilities and limitations.

L & N Train Station

Mr. Newburn stated that in addition to money that has been set aside by the City this year, now approximately \$100,000.00 CDBG funds are also going to be used to rehabilitate the train station which is located adjacent to Dixon Park.

2) Program Amendments for CDBG-CV

Mr. Dennis Newburn provided an activities status update on CDBG-CV activities. Mr. Newburn also informed the committee that after the evaluation of CDBG-CV activities, the department has proposed an amendment to include the following new activities:

- A. Reallocation of CDBG-CV Funds from Butterfly Moments to Progressive Directions, Inc. - \$100,000.00.

After consultation with staff and representatives from Butterfly Moments, Housing and Community Development has determined that it is necessary to reallocate funding earmarked for Butterfly Moments. Funding will be provided to Progressive Directions, Inc. for the creation of Common Ground Café. Common Ground Café is a training café for intellectually, physically, and developmentally disabled adults who will be trained in food service. Participants will have been displaced from previous employment due to COVID-19. This activity will be located in Veterans Plaza.

- B. Transfer of \$111,000.00 from Butterfly Moments.

PUBLIC COMMENTS *(five minutes each)*

Megan Setter of Urban Ministries gave additional details regarding the current Safe House domestic violence/sexual assault program as well as hopes for what the future site with expanded services can provide to the community. Mr. Newburn introduced Maggie Pearson as the new Executive Director of Urban Ministries. Mrs. Pearson reiterated that Urban Ministries is excited to partner with the City to address domestic violence and homelessness. Councilperson Allen asked about ways Housing and Community Development can help with the Safe House mission. Suggestions included helping to get the word out about the many services provided by and through Urban Ministries, volunteers to assist in a variety of programs, and advisory committee members.

Mr. Newburn announced that Housing and Community Development staff member, Tammy Kilgore, will be retiring effective August 31, 2021 and thanked her for her contributions to the community. The Chair thanked the Urban Ministries staff for sharing their information and welcomed Mrs. Pearson aboard.

ADJOURNMENT

Chairperson Smith entertained a motion to adjourn. A motion was made by Councilperson Allen to adjourn the meeting. The motion was seconded by Councilperson Holleman and passed unanimously. The meeting was adjourned at 5:10 p.m.