



City of Clarksville Neighborhood and Community Services Committee

February 10, 2025 at 4:30 PM
City Hall in the 4th Floor conference room

Please silence all cell phones.

AGENDA

1. **Call to Order**
2. **Attendance**
3. **Approval of Minutes**
 - A. January 13, 2025
4. **Department Report**
 - A. CNCS Department Report 25-02
5. **Committee Action Required (none)**
6. **New Business (none)**
7. **Public Comment**
(allows 3 persons; 5 minutes each)
8. **Adjournment**



NEIGHBORHOOD AND COMMUNITY SERVICES COMMITTEE

January 13, 2025

MINUTES

CALL TO ORDER

The meeting of the Clarksville Neighborhood and Community Services Committee was called to order by Chairman Shakeenab on Monday, January 13, 2025, at 4:30 p.m. in the City Hall 4th Floor Conference Room, 1 Public Square, Clarksville, Tennessee

ATTENDANCE

PRESENT: Councilmen Shakeenab, McLaughlin, Peters, and Streetman

ABSENT: Councilman Haywood

ADOPTION OF MINUTES

Chairman Shakeenab entertained a motion and second to adopt the December 9, 2024 minutes. Councilman Streetman made a motion. The motion was seconded by Councilman McLaughlin. A voice vote was taken: the motion passed without objection.

COMMITTEE ACTION

There were no items for committee action.

NEW BUSINESS

- Michelle Austin shared a PowerPoint presentation that detailed the organization, mission and priorities of the department. Introductions of department staff and committee members were made.
- An explanation and overview regarding the unsheltered Point in Time process was provided by Michelle Austin. She spoke about the upcoming Count on January 28, 2025 as well as training sessions provided by non-profit partners January 16, 2025 and January 21, 2025.
- Michelle Austin addressed the email Richard Garrett has sent to all members of the Council regarding strategies to fund housing vouchers. She clarified that the ideas in the email were all objectives she and her team were researching.

DEPARTMENT REPORT

The [department report](#) was presented by Michelle Austin and the following updates were provided:

- Grant application window closed today. A total of 15 applications were received.
- Prior to today's committee meeting, Michelle Austin sent an [email to all CNCS committee members](#). The email contained additional information related to today's agenda items.

PUBLIC COMMENTS *(five minutes each)*

There were no public comments.

ADJOURNMENT

Chairman Shakeenab entertained a motion to adjourn the meeting. A motion was made by Councilman McLaughlin. The motion was seconded by Councilman Streetman. The meeting was adjourned without objection at 5:07 p.m.



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Clarksville Neighborhood & Community Services

Department Report January 2025

- The next meeting of the Community and Neighborhood Services Committee will be held on Monday, January 13 at 4:30 p.m. in the Fourth Floor Conference Room of City Hall.
- **The Homeless Coalition's Point-in-Time (PIT) Planning Meeting has been rescheduled to Jan 7, at 2:00 PM at Madison St. UMC.** This meeting is essential for preparing the annual PIT count on January 28. The Point-in-Time (PIT) Count is a nationwide effort conducted annually to measure the number of individuals and families experiencing homelessness on a single night. For more information, contact Michelle Austin at CNCS.
- **Clarksville Neighborhood & Community Services is hosting a vendor fair at the Public Library on Jan 29 at 9:30AM.** It's an effort to build our list of qualified contractors, remove barriers to bidding on our work, and increase our reach to small, minority, and women-owned businesses. The office is primarily looking for contractors who perform roof replacements, HVAC unit replacements, Electrical repairs, Plumbing services, and structural improvements critical to the safety and longevity of homes.
- **The application period for the Community Development Block Grant (CDBG) Entitlement Program and the Emergency Solutions Grant (ESG) Program closes on January 13.** These federal funds, allocated through the U.S. Department of Housing and Urban Development (HUD), aim to support community initiatives that enhance the quality of life for low- and moderate-income individuals, address homelessness, and bolster services for those at risk of housing instability.
 - Prospective applicants must submit their proposals by January 13, 2025.
 - CNCS will announce funding awards in March 2025.
 - For questions regarding either grant opportunity, contact CNCS at community@cityofclarksville.com
- **In addition to the funding application period, the City invites all Clarksville residents to participate in a public input survey to help shape the 2025-2030 HUD Comprehensive Plan.**
 - This plan will outline how the City intends to use its CDBG and HOME entitlement funds over the next five years, addressing community needs and setting priorities for infrastructure, housing, economic development, and social services.

- **The public input survey is available on the [City of Clarksville's website](#) through January 13, 2025.** The City encourages all community members to share their insights to ensure the Comprehensive Plan reflects the community's collective vision and needs.
- Follow Clarksville Neighborhood and Community Services on Facebook for more information on these topics and our other programs.



CNCS Committee Discussion Items

1 message

Michelle Austin <michelle.austin@cityofclarksville.com>

Mon, Jan 13, 2025 at 4:30 PM

To: Carlos Peters <carlos.peters@cityofclarksville.com>, Crystal Griffith <crystal.griffith@cityofclarksville.com>, "Deanna M. McLaughlin" <deanna.mclaughlin@cityofclarksville.com>, Emily Hammer <emily.hammer@cityofclarksville.com>, James Halford <james.halford@cityofclarksville.com>, Jerry Haywood <jerry.haywood@cityofclarksville.com>, Jimmy Settle <jimmy.settle@cityofclarksville.com>, Joe Pitts <joe.pitts@cityofclarksville.com>, Joe Shakeenab <joe.shakeenab@cityofclarksville.com>, Stacey Streetman <stacey.streetman@cityofclarksville.com>, Stephanie Jenkins <stephanie.jenkins@cityofclarksville.com>

Attached to this email is additional information relevant to our meeting this afternoon.

- CNCS Department Overview: Full Presentation
- Point-in-Time Training: Continuum of Care Training Flyer
Two opportunities on January 16 & January 21. See the attached flyer to register.
- [Link to Public Input Survey for Comprehensive Plan](#)
- Reverse Vendor Fair Media Release & Pamphlet



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Michelle Austin, CPRP | Director

Clarksville Neighborhood & Community Services

931-648-6133 | Cell: 931-206-2963

4 attachments



TN POINT IN TIME(1) (2).pdf

726K



CNCS Department Overview (1).pdf

678K



Reverse Vendor Fair Article.pdf

74K



FINAL - Reverse Vendor Fair Pamphlet.zip

1530K



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Department Report February 2025

- The next meeting of the Community and Neighborhood Services Committee will be held on Monday, February 10 at 4:30 p.m. in the Fourth Floor Conference Room of City Hall.
- The Clarksville Homeless Coalition met on January 4. The group discussed the findings in the recent point-in-time event, community education and next steps for formalizing an official alliance. The next monthly meeting is scheduled for March 4, 2:00 p.m. and Loaves and Fishes.
- The application period for the Community Development Block Grant (CDBG) Entitlement Program and the Emergency Solutions Grant (ESG) Program closed on January 13. Funding awards will be announced on March 10, 2025 at the CNCS Committee Meeting.
- The application portal for the Department's rental assistance program has temporarily closed to address the backlog of applicants. The full application is set to reopen on February 11, 2025. Individuals on the waiting list will be notified on February 10.
- Two Public Input Meetings for the Department's Comprehensive Plan will be held during the first week in March
 - Monday, March 3, 2025 at 5PM | Burt Cobb Recreation Center
 - Wednesday, March 5, 2025 at 10AM | CNCS Office
- Follow Clarksville Neighborhood and Community Services on Facebook for more information on these topics and our other programs.