



City of Clarksville
Restoring Clarksville Initiative 2025 Task Force

February 25, 2025 at 4:00 PM
City Hall 4th Floor Conference Room
1 Public Square
Clarksville, Tennessee

MINUTES

1. Call to Order

Councilperson Deanna McLaughlin called the meeting to order at 4:04 PM.

2. Attendance

Michelle Austin - Director, Clarksville Neighborhood & Community Services
Kyleigh Koyama - APSU Emerging Leaders
Freddie Montgomery - Chief Clarksville Fire Rescue
Sonny Emmert - Clarksville Street Department
Justin Crosby - Director, Building & Codes Department
James Halford - Chief of Staff
Deanna McLaughlin - Committee Chairman, City Councilman Ward 2
Joe Pitts - City of Clarksville Mayor
Scott Thornton - Captain, Clarksville Police Department
Laurie Matta - City Chief Financial Officer
Adam Stover - President Mayor's Youth Council
Lauren Winters, City Grants Writer
Michael Palmore - Director, Building Maintenance & Parking
Jimmy Settle - City Public Information Officer
Kathrine Killebrew - City Forester
Jason Gregory - Building & Codes Department
Silas Matchem - Clarksville Montgomery County Regional Planning Commission
Neil Stauffer, Deputy City Attorney
David Smith - Director, Street Department
Valerie Ogle - Building & Codes Department
Stephanie Jenkins - Deputy City Clerk

3. Approval of Minutes

Councilperson Deana McLaughlin entertained a motion. Lauren Winters made a motion to adopt the January 25, 2025 meeting minutes as written; seconded by Justin Crosby. The motion passed unanimously.

4. Introduction of New Members

a. Councilperson Deanna McLaughlin update:

- i. Met with Justin Crosby to discuss the spreadsheet created of vacant properties.
- ii. Discussion with Justin Crosby, Eric Bittner, and Neil Stauffer regarding potential residential property maintenance code and consistency between commercial and residential properties. IT Department will be scrubbing the Building & Codes webpage to assist with making it more user friendly for citizens.
- iii. Met with Justin Crosby, Ernie Griffith, and Judge Smith to update and advise of processes leading to city court. Ernie Griffin will provide feedback.
- iv. Discussed mitigating vacant structures with Michelle Austin, Justin Crosby, Silas Matchem, John Spainhoward, and Jeff Tyndall.
- v. Ernie Griffith suggested the Building & Codes Department using the Watson System for citation issuance.

5. Updates by Department

a. Building and Codes

- Shared spreadsheet with details of long-standing residential dilapidated properties
- Working through transferring spreadsheet data to map form in order to share internally and externally as map will allow us to set parameters by classifications selected.
- Turning attention to Code Enforcement portion of webpage to update guidance section with links.
- Reviewing future options for citations similar to what CPD uses.
- Two long-standing buildings have been demolished (Charlemagne and Ft Campbell Blvd; Tobacco Rd and Ft Campbell Blvd).

b. Street

- Received grant for conversion to LED system on street lights.
- Councilman Shakeenab is spearheading improving language on property's private parking lots and streets.

c. Chief of Staff

- Majority of SeeClickFix citizen use is directed at street lights and potholes.
- Reviewing future ability to analyze complaint origination locations.
- Will do a relaunch once at 95% satisfactory use.

d. City Forester

- Charlie Roger's tree service has volunteered his service for elderly under hardship based on income qualifications.

e. Neighborhood and Community Services

- Wanting to take a look at how we are engaging with property owners; ensuring we have a positive conversation with them regarding the process.

- Ability to identify the owners with the inability to make repairs on the property (physically or financially) and could work with Hands On and get volunteers to assist.
- Met with Hawkins from Lowes, he applied for the Lowes Neighborhood Grant on our behalf. Above and beyond this grant, if this funding competition doesn't work out, sometimes locals have ways to assist in smaller ways as well.
- Working on our five-year comprehensive plan now and we are setting aside funding to put towards this initiative.

f. Building & Facilities Maintenance

- We would like to identify tree location, size, etc. to help assess, add to an inventory and track in the map as another layer perhaps.

g. Communications

- A news release went out following the last meeting which made it to the Nashville media and was well received.
- Will look for various creative platforms to promote this Task Force.
- Will consult with Legal regarding before and after pictures.

h. Finance

- Will create a special revenue fund during the budget process.
- BRAG Grant should open in March. Four layers to the grant, the first layer is the property identification stage; properties do not have to be publicly owned and can be a real or perceived contaminated area.
- If there are properties in the QCT then can alert Michelle.

i. Fire Rescue

- The Prevention Division is ready to help where we can.

j. Police Department

- Collision Center demolition on Charlemagne and Ft Campbell Blvd was a great success.
- Will discuss the Watson Ticketing system with the team. Attached a user technology fee to the ticket that went towards a multitude of items.

k. Regional Planning Commission

- Chapter 11 of the Comprehensive Plan touches on how we can be more creative in addressing affordable housing for long term needs and indicates Clarksville's progression.
- Finding ways to reduce the cost of buildings is crucial for development.
- We applied for a housing grant but were unsuccessful; will apply for it again.
- Currently going through a zoning re-write; could help with the processes being referenced today.

l. Deanna McLaughlin

- TDOT was set to attend today's meeting but were unable to make it.

m. Mayor's Youth Council - Adam Stover

- Council members love volunteer service; open more pathways for volunteers.
- Public Health and Public Safety pods within the Council have the opportunity to advertise easily within the community.

n. APSU Emerging Leaders - Kyleigh Koyama

- Polly Talk event coming up where individuals from the community speak regarding community efforts. This event would be a good opportunity to advertise the RCI Task Force to the college community.

o. Mayor Pitts

- Great progress and good traction so far; this has a chance to make a huge difference.

6. Committee Member Comments - N/A

7. Next Meeting - Tuesday, March 25, 2025 at 4:00 PM.

8. Public Comment

- Carol Ferrell
- Ashley Melle & Jeannie Gregory
- Don Sharp
- Louisa Cook

9. Adjournment

Councilperson Deanna McLaughlin made a motion to adjourn; the motion was seconded by Lauren Winters. The meeting was adjourned without objection at 5:21 PM.