



City of Clarksville
Restoring Clarksville Initiative 2025 Task Force

May 27, 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 4:00 PM.

2. Attendance

PRESENT:

Deanna McLaughlin - Committee Chairman, City Councilman Ward 2
Joe Pitts - City of Clarksville Mayor
James Halford - Chief of Staff
Justin Crosby - Director, Building & Codes Department
Jason Gregory - Building & Codes Department
Casey Williams - City Public Information Officer
Silas Matchem - Clarksville Montgomery County Regional Planning Commission
Lauren Winters, City Grants Director
Scott Thornton - Deputy Chief, Clarksville Police Department
Mike Reed - Assistant Chief, Clarksville Fire Rescue
Matthew Armstrong, Legal Department
Michelle Austin - Director, Clarksville Neighborhood & Community Services
Michael Palmore - Director, Building Maintenance & Parking
Sonny Emmert - Clarksville Street Department
Brian Keith - TDOT
Jay Wheeler - TDOT
Brandon Sather - Municipal Properties
Valerie Ogle - Building & Codes Department

ABSENT:

Kyleigh Koyama - APSU Emerging Leaders
Katy Killebrew, City Forester
Adam Stover - President, Mayor's Youth Council

3. Approval of Minutes

Councilperson Deana McLaughlin entertained a motion. Justin Crosby made a motion to adopt the April 22, 2025, meeting minutes as written; seconded by Sonny Emmert. The motion passed unanimously.

4. Updates by Department

a. Chairman McLaughlin

- i. Legislation Updates: Justin Crosby and I presented the updated Property Maintenance Code last week, which passed unanimously. The Code will go before the full City Council on Thursday, May 29, 2025.
- ii. Design Overlays: Deferred for 30 days.

b. Building and Codes - Justin Crosby

- i. Staffing Update: Asking for additional Code Enforcement staff as well as Administrative staff.
- ii. Demolition Update: 301 Providence Boulevard has been demolished and cleaned up at no cost to the City.
- iii. RCI-related complaints are to be reported through SeeClickFix.
- iv. Update on Identified Vacant Properties Cases: There is a link to submit online complaints through our website at the very bottom of our portal.
- v. Reporting through GIS Layer: We are not ready to show the GIS map this month as it has not been set up yet, and we have not received notifications through SeeClickFix yet.

c. Chief of Staff - Chief Halford

- i. SeeClickFix Relaunch & Reporting: Once the map has been updated, we will wait for the full relaunch until after the budget.

d. City Forester - Mikey Palmore

- i. Update on Tree Trimming Assistance: The original point of contact did not understand the full weight of the assistance and has pulled out. We are planning to meet and relay all pertinent information, and we will be able to provide a full report at our next meeting. Do we want to review trees on demolition properties for the possibility of removal if dead?

McLaughlin – I'll put that down for us to review later.

e. Communications - Jimmy Settle

- i. Mayor's Youth Council - Deanna McLaughlin
 - 1. Potential new MYL Representative, Joey Taylor, will be in attendance next month.
- ii. Casey Williams - (*Sample signage was passed around*) Currently speaking with David Smith and Sonny Emmert to prepare a process for where/when to place the proposed signs; considering placing on each demolition property.

Justin Crosby - Signs could be placed in the right-of-way for properties that are perhaps in the middle of the rebuild stage after RCI assisted with demolition.

Deanna McLaughlin - It is important to ensure that property owners do not feel a certain way and understand that this is a positive, temporary indicator that they worked with us to bring up the value and care about their neighborhoods; this should be a celebration for them for correcting an issue and showing they care.

Michelle Austin - Are we taking out a lien on the properties we demolish?

Deanna McLaughlin - So far the properties are being demolished at the cost of the owners.

Sonny Emmert - The cost is running \$90 per sign to outsource. The intent is to lift up the neighborhood and not bring it down.

Casey Williams - There will be a website update, to include the RCI Task Force information, with a link SeeClickFix as well as a slideshow of demolished properties so far and intend to include GIS information as it becomes available.

Deanna McLaughlin - The relaunch of SeeClickFix has been delayed until June.

f. Finance - Lauren Winters

- i. No new updates as it has been all hands on deck for budget.

g. Grants - Lauren Winters

- i. Grant Applications: Actively applying for Safe Streets for All right now.
- ii. New Grant Opportunities: I am still waiting to receive a list from Brick Grant and hope to have that list in July.

h. Clarksville Fire Rescue - Captain Reed

- i. Nothing to add at this time.

i. Mayor Pitts

- i. No report at the moment.

j. Neighborhood and Community Services - Michelle Austin

- i. Homeless Coalition Update: We met last month and are working to set objectives and to figure out how to come together to stand up a single or multiple shelters throughout the city.

Deanna McLaughlin - Now that Centerstone is open, are you collaborating with them on the mental health side of things?

Michelle Austin - I have not met with Kara yet but will reach out to her.

- ii. Land Bank Process Update: Efforts have been underway in collaboration with Silas Matchem to determine the next course of action. Plans are in place to convene with the legal team and Justin Crosby to engage in discussions with representatives from Chattanooga, focusing on their accomplishments, as well as with Metro, who is currently undergoing these procedural steps.

Deanna McLaughlin - I would like to be a part of that call.

Silas Matchem - A document regarding the land bank process is being finalized for distribution. The housing needs assessment has been completed. Feedback received at a recent conference suggests a discussion of the housing needs

assessment findings would be beneficial. Efforts are underway to identify a suitable venue and time for this discussion.

k. Police Department - Deputy Chief Thornton

- i. Properties of Concerns Across the City: A productive month of collaboration was achieved with Justin Crosby and Bob Kendrick at the Building and Codes Department. Bob Kendrick furnished a list comprising 107 properties, which was subsequently submitted to the intelligence unit for review and to aid in the development of a prioritized list.

Justin Crosby - The process of triaging these properties presents difficulties. The identification and subsequent prioritization of these properties will enable a more efficient allocation of resources to those locations where it will have the most substantial impact.

l. Regional Planning Commission - N/A

m. Street - Sonny Emmert

- i. GIS Updates: Preliminary map for Building & Codes staff is up and running and ready for the department to begin entering data. Will work with the IT Dept on updates to SeeClick Fix pertaining to Energov overlap and compatibility.

n. Tennessee Department of Transportation - Jay Wheeler and Brian Keith

Deanna McLaughlin - It seems like the same infrastructure gets knocked down each week (signs, etc) and it's a good idea to meet Street and Police to get contacts as they are the first to respond and could assist with future needs.

Brian Keith – Signs are placed about every 100 feet. Most signs will stand up better in grass than in concrete.

Deanna McLaughlin – Curb edge turning left from Riverside onto 'boot hill' isn't painted and isn't visible until you're going through the intersection.

o. APSU PELP - N/A

5. Committee Member Comments - N/A

6. Next Meeting - Tuesday, June 24, 2025, at 3:30 PM.

7. Public Comment - N/A

8. Adjournment

Lauren Winters made a motion to adjourn; the motion was seconded by Justin Crosby. The meeting was adjourned without objection at 4:40 PM.