



City of Clarksville
Restoring Clarksville Initiative 2025 Task Force

April 22, 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 4:01 PM.

2. Attendance

PRESENT:

Deanna McLaughlin - Committee Chairman, City Councilman Ward 2

Joe Pitts - City of Clarksville Mayor

James Halford - Chief of Staff

Mark Riggins - Director, Clarksville Gas & Water

Scott Thornton - Deputy Chief, Clarksville Police Department

Mike Reed - Assistant Chief, Clarksville Fire Rescue

Adam Stover - President, Mayor's Youth Council

Lauren Winters, City Grants Director

Kyleigh Koyama - APSU Emerging Leaders

Jimmy Settle - City Public Information Officer

Bob Kendrick - Building & Codes Department

Jason Gregory - Building & Codes Department

Justin Crosby - Director, Building & Codes Department

Laurie Matta - City Chief Financial Officer

Sonny Emmert - Clarksville Street Department

Neil Stauffer, Deputy City Attorney

Valerie Ogle - Building & Codes Department

ABSENT:

Katy Killebrew, City Forester

Michelle Austin - Director, Clarksville Neighborhood & Community Services

Michael Palmore - Director, Building Maintenance & Parking

Silas Matchem - Clarksville Montgomery County Regional Planning Commission

3. Approval of Minutes

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

4. Updates by Department

a. Chairman McLaughlin

- i. Code Section Updates: Ordinance update went in front of the City Council last month pertaining to increasing court fees. Working with Neil Stauffer and Justin Crosby on the Property Maintenance Code, specific to a \$50 per day property maintenance violation fee. Follow-up meeting already scheduled. Mikey Palmore, Lt. Gill, Zach Johnston, and myself working through the Police Dept. parking responsibilities vs. Parking Commission; hoping to bring forward next month. Sidewalk ordinance will be in front of the City Council on Thursday; currently working to eliminate the grey area as it pertains to sidewalks.
- ii. Community Outreach: Spoke at the Montgomery County Historic Society last night to explain the RCI Task Force. A suggestion was made that a law be written stating historic designations and the historic significance of the property be included in the deed or purchase documents; possibly include flood history as well. Will send a draft to the delegation.

b. Building and Codes - Justin Crosby

- i. Code Enforcement Staffing Requests: Asking for additional Code Enforcement staff as well as Administrative staff. Will report back when budget approval is made.
- ii. Citation Ticket Scanner Update: Met with Chief Thornton to discuss the ticket scanner; we believe this type of citation program could be beneficial to our department. We intend to revamp our current citation to make it more user-friendly, and we will send it to Ernie Griffith following revision for his review and notes. Similar software but different equipment. McLaughlin – Is one of the capabilities that you are looking for the ability for your Code Enforcement Officers the ability to update Sonny's GIS map from the field? Crosby – Yes, it should be user-friendly for an iPad. We need to be able to review the compounding fine element once implemented.
- iii. Update on long-term vacant building resolutions: List is being worked through, next step on the list is 301 Providence Blvd., and the property owner is slated to demolish the building themselves. Mayor Pitts – Will the canopy at that location come down too, or will it be just the structure? Kendrick – Yes, the canopy is coming down as well. McLaughlin – What is next on the list?

Crosby – We need to triage what would be more impactful now that we've marked off two of our "wish list" properties. Need to take stock of the list and how we can move more properties towards the RCI Task Force. Will have a tab created on SeeClickFix for RCI-directed complaints.

McLaughlin – Start sprinkling in long-term, high-profile properties that may not need demolishing, such as 103 & 105 Franklin Street; aim for rehabilitation by property owners.

Crosby – Can board them up as we work alongside the Police Dept to assist in eliminating crime.

Kendrick – Identified 116 properties needing to be addressed, of those 116, there have been 7 responded to by the homeowners. We can prioritize the remainder and move forward.

Chief Thornton – Are property owners demolishing structures with the idea that their property is on valuable road frontage?

Crosby – Yes, sir; in my opinion.

Chief Thornton – Long-term crime cleanup relies heavily, more like 50%, on the Building & Codes Dept. and how cooperative they are in assisting with my concerns. We are happy to assist with safety calls as needed.

c. Chief of Staff - Chief Halford

- i. Relaunch SeeClickFix. Activating a tab on SeeClickFix that is specific to RCI. Jimmy and Casey can come up with a way to publicize that. Not ready to relaunch yet. The City had 2.7 million views on Facebook in February; our media outlets are high for a number of reasons, and don't want to relaunch until after we get the budget passed.

McLaughlin – As a SeeClickFix user, I like that there is a notification portion and the ability to review reported items from your phone.

d. City Forester - N/A

e. Communications - Jimmy Settle

- i. Continuing to promote the podcast. Looking to do a temporary sign similar to the Transportation 2020 signs. Sidetracked due to flood recovery.
- ii. Mayor's Youth Council - Adam Stover
 1. Update on Hand-Off to the New President: Next MYC meeting will be held on April 28th at 5:30 pm at Strawberry Alley Upstairs; we should address the final meeting following the election votes.
 2. Update on Organizing Volunteer Efforts with High School Students: Met with the counselor regarding setting up volunteer clubs.

f. Finance - Laurie Matta

- i. Working on the budget ordinance. The City Council will receive the ordinance in their budget books on May 2nd, and it will be presented to the Finance Committee on May 7th.

g. Grants - Lauren Winters

- i. Grant application updates: Still waiting to get the brownfield properties list in July. No real specific grants for the RCI Task Force. NFIP educational opportunities are coming up where we can better inform the public that, since the City participates in the NFIP, they are eligible to purchase flood insurance.
McLaughlin – Any update on the grant you said we were awarded to make improvements on 41A North?
Winters – No update yet; it could take up to a year, and we submitted it in December 2024. Did see TDOT working earlier this week at the intersection of Kraft Street.
- ii. New grant opportunities: The Safe Streets For All grant is being applied for again this year as a combination application between the Clarksville Police Department and the Clarksville Transit System which will identify speed management and, if the grant is awarded, would allow for overtime specials for the Police Department to address speed management and the grant could last up to five years. Also worked with City Transit specifically to add additional bus stops/bus shelters going towards the Oak Grove area, as well as along TylerTown Road.
McLaughlin–Wooddale and Donna Drive needs a better bus stop/shelter.
McLaughlin – In speed enforcement, when there are specials done, after using the speed measuring device, is the law that was changed allowing higher fines to be implemented?
Chief Thornton – Speed management is to stop wrecks, never a priority to have a higher revenue collection. Not pushing the \$500 tickets at this time. It will be up to Chief Wilson (Traffic Chief).
McLaughlin – The risk of a \$500 fine, which could be adjusted to a warning, would be a good warning to reduce speeding in our neighborhoods.
Winters – Police Dept brag: We have the TN Highway Safety Office grant, and the quarterly citation reports show they have so many warnings issued per quarter in order to help save lives, and they don't resort to the highest available citation fines.

h. Clarksville Fire Rescue - Captain Reed

- i. No active role in the RCI Task Force yet, but we are excited to hear about the departmental efforts. CFR will be fallout recipients because the properties under review are the ones that will burn when it turns cold, and the homeless start fires to stay warm, etc. We extend our full leverage of Fire Prevention to your discretion; we can assist in condemning a location, perform an occupant load count, etc. We are at your service.
Crosby – CPD, CFR, and B&C are all pieces of the puzzle that work together to enforce safety with the end result of public safety; it takes all of us.

i. Mayor Pitts

- i. The progress leading up to our fourth meeting has been incredible; from code challenges to mapping and from demolitions to identifying potential problem areas.

j. Neighborhood and Community Services - N/A

k. Police Department - Deputy Chief Thornton

- i. It's easy for me to ride around and point out trouble properties, but the response and communication with the Building & Codes Department have been instrumental in the progress towards City improvements. This all deters crime and gives people something to be proud of.

McLaughlin – Next month, we will have a public meeting for the design overlay. The Economic Development Council is looking at incentives. People want to invest in a property with attractive neighboring properties.

l. Regional Planning Commission - N/A

m. Street - Sonny Emmert

- i. GIS updates: Justin and I met to review the preliminary map for Building & Codes staff; it 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.

McLaughlin – Amazing to be able to click on the different colored dots and see information such as last service date, active code complaints, etc.

n. Tennessee Department of Transportation - N/A

o. APSU PELP - Kyleigh Koyama

- i. No updates to report. Polly Talk is scheduled for September 2025.

5. Committee Member Comments

- a. Mark Riggins – Contemplating ways CGW could assist with the RCI Task Force. We suspect there are some residences throughout the community that are inhabited but lack utilities, which is a public health concern; we could use this data to assist.

6. Next Meeting - Tuesday, May 27, 2025, at 4:00 PM.

7. Public Comment

- a. 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 4:57 PM.