



**NEIGHBORHOOD AND COMMUNITY SERVICES
COMMITTEE**
(formerly Housing and Community Development Committee)

Date: December 13, 2021

**Location: Neighborhood and Community Services
Conference Room, 1 Public Square, Suite 201
Clarksville, Tennessee**

AGENDA

- 1) 4:30 P.M. PUBLIC MEETING CALL TO ORDER
- 2) ATTENDANCE
- 3) ADOPTION OF MINUTES: September 23, 2021
- 4) NEW BUSINESS
 - a) Overview of Neighborhood and Community Services Programs
 - b) Community Development Block Grant (CDBG) Application Process
 - c) Citizen Participation Plan
- 5) PUBLIC COMMENTS (*five minutes each*)
- 6) ADJOURNMENT



HOUSING AND COMMUNITY DEVELOPMENT COMMITTEE

September 23, 2021

MINUTES

CALL TO ORDER

The meeting of the Clarksville Housing and Community Development Committee was called to order by Chairperson Wanda Smith on Thursday, September 23, 2021, at 11:00 a.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 Trisha Butler and Travis Holleman; Councilperson Ashlee Evans; Housing and Community Development staff members Clarissa Tucker, Lavon Bracey, Brittney Cates, Dennis Newburn, Deborah Johnson, and Crystal Griffith; and Internal Auditor Jennifer Osteen.

ADOPTION OF MINUTES

Chairperson Smith asked for any questions or concerns regarding the minutes of the August 9, 2021 committee meeting. Hearing none, Chairperson Smith entertained a motion and second to adopt the minutes. Councilperson Butler made a motion to adopt the minutes of the August 9, 2021 meeting as printed. The motion was seconded by Councilperson Holleman and passed unanimously.

NEW BUSINESS

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

1) Introduction of New Staff and Staff Assignments

Dennis Newburn introduced new staff members Clarissa Tucker - Project Manager and Lavon Bracey - Project Coordinator and provided their professional background information as well as assigned areas of responsibility. Mr. Newburn also mentioned that although Tammy Kilgore has retired, she is currently working part-time for the department. Councilpersons Butler, Holleman, Evans, and Chairperson Smith introduced themselves and provided their respective Ward information.

2) Approval of CDBG and CDBG-CV Amendments

Brittney Cates made a request for the board to motion and approve the resolution to amend the 21-22 Annual Action Plan as previously discussed in the September 23, 2021 Committee meeting (Dixon Park, Urban Ministries, L&N Train Station, Progressive Directions, Inc., and Butterfly Moments). The plan requires approval from the Housing and Community Development Committee, the Mayor, and the City Council. Mrs. Cates gave a detailed explanation of the steps that are required for this amendment and the steps that have been taken throughout the process. Chairperson Smith entertained a motion and a second to pass the Amendments. Councilperson Holleman made a motion to approve the Amendments. The motion was seconded by Councilperson Butler and passed unanimously.

3) Name Change Discussion from Housing and Community Development to Neighborhood and Community Services

Mr. Newburn discussed the history of the department name and provided a brief synopsis of the department's involvement in community assistance, programs, and services. He expressed challenges that the department faces with the current name and the desire to adopt a new name that better reflects what the department does. Mr. Newburn extended the offer to continue to receive ideas and opinions via email regarding the proposed name change.

4) Lead-Based Paint Grant

Mr. Newburn provided a brief history and details of lead-based paint issues and problems. There is a national grant for which the City of Clarksville will be applying for. The government grant can range from \$1M - \$3M and will be awarded to 80 cities throughout the United States to rehabilitate affected houses and educate owners/tenants. Housing and Community Development will be submitting an application for this grant on September 27, 2021.

5) Clarksville Fair Housing Opportunities Discussion

Chairperson Smith prefaced this discussion by providing details of the Fair Housing Act and by sharing information regarding past lawsuits in our country's history that involved discriminatory housing practices.

Councilperson Ashlee Evans attended the meeting and recommended that the Clarksville Fair Housing Opportunities Ordinance should be amended to include sexual orientation and gender identity and to replace the verbiage of handicap with the word disability. These recommended changes would bring the ordinance in line with federal law.

Councilperson Evans also informed the Committee that the City will have a Fair Housing Board that would hear fair housing complaints filed by city residents. Mayor Pitts will make recommendations for the Council to act on at the October meeting. Councilperson Evans intends to work with the city's Information Technology (IT) department for the creation of a portal on the city's website as an avenue to report fair housing discrimination complaints.

PUBLIC COMMENTS *(five minutes each)*

There were no public comments.

ADJOURNMENT

Chairperson Smith entertained a motion to adjourn. A motion was made by Councilperson Butler to adjourn the meeting. The motion was seconded by Councilperson Holleman and passed unanimously. The meeting was adjourned at 11:31 a.m.