



PARKING COMMISSION MINUTES

DATE: January 19, 2021

**MEETING LOCATION: 4th FLOOR CITY HALL MAYOR'S CONFERENCE ROOM
CITY HALL, 1 PUBLIC SQUARE
CLARKSVILLE, TN. 37040**

I. CALL TO ORDER/QUORUM CHECK

The meeting was called to order by Ryan Bowie at 3:11 pm. Members present were Carol Clark, Andrea, Herrera and Councilman Travis Holleman.

II. ADOPTION OF MINUTES:

December 15th, 2020

Mrs. Clark made a motion to approve—Councilman Holleman seconded--all members voted in favor.

III. GUEST(S)

Josh Ward—Mr. Ward wanted to encourage the Parking Commission to consider adding meters to Main and N Second Street. Due to the construction of the MPEC—it's become harder and harder for guests of their (Millan Enterprises) tenants to find parking when they come downtown.

Mrs. Herrera stated that she agreed. She has come downtown before businesses open and she believes that people parking in the spaces Mr. Ward is referring to—are working on the MPEC. Mr. Bowie asked if we had parking for the construction workers—Mayor Pitts added that we have approached the County and one of the architects about a possible solution—but we do not currently have one. Mayor Pitts stated he would be glad to revisit this with the County.

IV. DEPARTMENT REPORT

Financial Report: The financial report was provided by Regina Hampton. Mrs. Hampton began with the month to date report for the month of December. We had \$38,801 in revenue for the month of December—expenses were \$31,756—there is a correction to Other Equipment Purchases. The \$4,495.58 that is listed under Other Equipment is actually Operating. Operating Income for the month of December was \$7045. After depreciation—a there is a loss \$323. Year to date—revenues are \$245,895; expenses are \$201,350. Operating profit of \$44,545—after depreciation expense we have a net profit of \$332.

Meter Report: Chris Wilson provided our meter report—all meters are currently operational in the field. We have 6 extra meters at this time and 5 that are currently being worked on for communication issues. We have 12 meters ready to send to IPS—we are considering how many need to be upgraded to 4G at this time. Mr. Bowie asked about 5G possibilities and using CDE for this—and how much is the 5G upgrade; Mrs. Hampton responded that she

has reached out but hasn't spoken to the correct person yet—and that it costs \$185 per meter for the upgrade. Mr. Palmore added that it is an additional \$95 to get them fully repaired.

V. NEW BUSINESS

1. **Garage Leased Spaces**—Mrs. Hampton asked if we could table this—Judi was part of our implementation plan for Cumberland 4A and has been out—this was our trial run to make all garages operate like Roxy (first come, first serve—no space numbers assigned). Councilman Holleman made a motion to table this—Mrs. Herrera seconded—all members voted in favor.

VI. OLD BUSINESS

1. **Metered Parking on Main Street**—Mrs. Hampton reminded the Commission that there are 9 spaces requested to be metered. When we began talking about this a couple of months ago—we had enough spare meters for this and still have some in inventory—that has now changed. Mrs. Herrera reminded the Commission that the beginning of the year is when we discussed to make changes and we need as many paid spaces as possible downtown. Mr. Bowie suggested phasing in meters on N Second and Main—so that we don't use the entire inventory of current meters. Mrs. Herrera suggested compromise on four or five meters. Mrs. Clark was concerned with traffic safety when adding meters on that section of Main Street—due to construction vehicles. Mr. Palmore suggested phases as well. Mayor Pitts did ask the Commission if when we made changes to the rate structure (during those meetings) did we pitch that we would not be adding meters—Mr. Bowie replied the Commission did say we would not be adding meters. Mrs. Herrera discussed other options for Parking—empty lots, etc. Mr. Palmore also discussed the garages—could they help be a solution for additional parking. Mr. Bowie made a motion to add two meters on North 2nd Street and two meters on Main Street. Mrs. Herrera seconded the motion—all members voted in favor.
2. **Curbside Parking Spaces**—Mr. Bowie stated that a more permanent fix on those would help the number of metered spots. Currently we have two curbside on Strawberry Alley, two loading zones in front of Mae's Dry Cleaning—and two curbside spaces at each end of Franklin Street. Mr. Bowie made a motion to reduce the number of total curbside spaces from six to three—one at each end of Franklin Street (Blackhorse/Edwards area) and one at the end of Strawberry Alley—also, remove one loading zone space in front of Mae's Dry Cleaning and the convert the remaining one to Curbside Parking. Mrs. Herrera seconded the motion—all members voted in favor.
3. **Electric Vehicle Charging Space**—Mrs. Hampton reported that we are trying to locate the contract for this..

VII. MISCELLANEOUS DISCUSSION

VIII. VOIDING REQUESTS

No action:

170207563, 170207493, 170110298, 170207361, 170110362, 170207440, 170110595, 170110573, 170207667, 170207665, 502565

Void: 170110563

IX. **ADJOURNMENT**—The meeting was adjourned at 4:07pm.