



PARKING COMMISSION MINUTES

DATE: May 25th, 2021 (rescheduled from May 20th due to lack of quorum)

MEETING LOCATION: CITY HALL MAYOR'S CONFERENCE ROOM
ONE PUBLIC SQUARE
CLARKSVILLE, TN 37040

I. CALL TO ORDER/QUORUM CHECK

The meeting was called to order by Ryan Bowie at 3:00 pm. Members present were Andrea Herrera, Carol Clark and Councilman Travis Holleman.

II. ADOPTION OF MINUTES:

May 25, 2021

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

III. GUEST(S)

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 April. We had \$48,400 in revenue for the month of April—expenses were \$28,466. After depreciation—there is a net gain of \$12,565. Year to date—revenues are \$389,767; expenses are \$326,179. After depreciation expense we have a net loss of \$10,102. Mrs. Clark asked about the increase in parking meter money downtown and the decrease in Cumberland Meter money year to date—Mrs. Hampton noted she would provide additional information via email.

Meter Report: Mr. Wilson reported that there are 204 meters active in the field. Two meters are being repaired—one for a solar issue and one for powerboard replacement. We have 3 meters in inventory. There was a report that were meters without domes on top of them---these were repaired for a safety issue.

V. NEW BUSINESS

1. **Dedication for Judge Grimes-Cumberland Lot**—Mrs. Hampton explained that there is information in the packets regarding a dedication ceremony for Judge Grimes on June 4th. The Montgomery County Courts have requested that the Commission to consider allowing them to have food trucks from 12-2. This would block some of the front parking lot and a few on street parking spaces. Mrs. Bradbury added that we have had a couple of dedication ceremonies; the Parking Commission closed off the lot to any kind of citations. Mr. Bowie inquired if Friday's were typically a busy time in the lot. Mrs. Bradbury responded that it was not. Mrs. Herrera made a motion to approve; Councilman Holleman seconded. All members voted in favor.

2. **Reserved Parking Permit Policy-Duplicate Hang Tag**—Mrs. Hampton asked the Commission to review the current policy that was included in the packets. We currently operate on an honor system with the Roxy Lot—we trust that you do not have your duplicate

tag and your “real” tag in the parking lot at the same time. With the new format for Cumberland and Transit beginning July 1—we are concerned that this can become an issue in these lots if people are using both at the same time. We are asking the Commission to take a look at the current policy and the best way to proceed going forward. Mrs. Bradbury noted that we had an issue just like this last week where one of our officers reported that a business had someone parked in the Roxy with the actual hang tag as well as the duplicate tag. Mr. Bowie asked if the staff suggests a solution; Mrs. Hampton responded that outside of eliminating the ability to purchase a duplicate hang tag, there really isn’t another solution. Mrs. Herrera stated that her staff uses the duplicate tags as intended. Mr. Bowie stated that we will see an increase in this issue the more we experience growth in downtown. Mrs. Bradbury reminded the Commission that this policy is from the 90’s—and originally the duplicate hang tag policy was for people who had more than one vehicle. There are a little over 20 duplicate tags issued for the spaces in Roxy; in Cumberland and Transit combined there are less than 20. Mrs. Clark made a motion to table until June meeting; Councilman Holleman seconded; all voted in favor.

3. Historic Dog Hill Street Parking—Mr. Bowie is a property owner in Dog Hill and is concerned that for many of these small historic streets, parking is allowed on both sides. Several people in the district have expressed concern for potential emergency vehicles. Mr. Bowie would like to see some due diligence on these historic streets. Specific streets noted were First Street, Union, Washington, Cline Alley. Mrs. Hampton asked to work with Chris Cowan from Street Department regarding a solution.

VI. OLD BUSINESS

VII. MISCELLANEOUS DISCUSSION

Mrs. Herrera asked for an update on the contract with the parking company—Mrs. Hampton reported that we did receive proposed rate structure from the company that was in line with our current structure. Mr. Bowie reiterated that no matter what—the rates would still be approved by the Commission. Mrs. Hampton reminded them that the Parking Commission would still be the regulatory body.

Paul Nelson—director of Clarksville Transit System presented the Downtown Circulator possibility—a public transit route designed to carry citizens a short distance. The purpose of the circulator will help alleviate the limited parking in the downtown footprint. Mr. Nelson estimated that we are likely six months out from offering a service as this. Mr. Nelson wanted to gather feedback for the program as well. The Commission asked about hours, the cost of the service, the location of the stops. Mr. Bowie also mentioned the safety of the employees (when businesses are open late at night).

VIII. VOIDING REQUESTS

Void: 170111467, 170209865, 170209636

No Action Taken: 170111585, 170111673, 170111592, 170111360, 170209973, 170111782, 170111749, 170210007

Reduce Fine: 170209861

IX. ADJOURNMENT—The meeting was adjourned at 3:58 pm.