



PARKING COMMISSION MINUTES

DATE: September 21, 2021

**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 Travis Holleman at 3:10 pm. Members present were David Shelton and Andy Kean.

II. ADOPTION OF MINUTES:

Aug 17, 2021

Mr. Kean made a motion to approve—Mr. Shelton seconded—all members voted in favor.

III. GUEST(S)

Clarksville Security Supervisor William Welty asked to address issues related to void requests at Billy Dunlop Park and Robert Clark Park. He said it had come to his attention that the Parking Commission was voiding citations at these parks due to insufficient signage. Mr. Welty distributed a map showing the locations of No Parking signs. He said there is often overcrowding in the parks which leads people to people parking outside of designated parking areas. This poses a safety concern as these vehicles often block access to emergency services as well as causing damage to turf. Violators were being ticketed in an attempt to correct this behavior. Capt. Welty requests that the Commission reconsider its stance on voiding citations. Mr. Holleman moved to discuss during Miscellaneous Discussion. Mr. Shelton seconded.

Allen Misra was present to contest a ticket. Mr. Misra was frustrated that he was ticketed while other cars around him were not ticketed. He requested his tickets be voided and feels there should be equal enforcement. It was determined that the cars that were not ticketed were in spaces that are not enforced by the city. Mr. Holleman moved no action. Mr. Kean seconded the motion.

IV. VOIDING REQUESTS

No Action Taken: 170113665, 170211441, , 170211344, 170113955, 170113875, 170113747, 170113789, 503441, 501267, 501266, 170114025, 170211643

Fine reduction: 170113998, 170113865

Michael Palmore (Premier Parking) will look at the Transit Lot signage mentioned in void request 170113875.

V. MISCELLANEOUS DISCUSSION

Mr. Welty reiterated that there is sufficient signage at Billy Dunlop Park and Robert Clark Park and requested that citations be upheld in an effort to curb parking violations. Mr. Kean stated that the maps showing the location of No Parking signs

were very helpful and informative. The Commission will continue to review citations on a case-by-case basis.

John Hilborn made mention of a request to block off 10 spaces in front of the Leaf Chronicle building for construction purposes. Andy Kean suggested that the discussion be tabled as he has a conflict of interest. Additionally, it was not on the agenda and therefore no action could be taken.

VI. DEPARTMENT REPORTS

Financial Report: The financial report was provided by Laurie Matta. Mrs. Matta began with the year-to-date comparison report for the first two months of the fiscal year. Our revenues are up almost \$4000 compared to the same time last year. The salaries and wages are down a little, depreciation expense is standard. We have a profit of about \$8000 for the month. The Parking Fund balance (\$424,000) is still an estimate. The next report is a 4 year comparison for the month of August. We're down compared to last year due to the parking garage being closed. Salaries and wages are down compared to last year, we continue to have staffing changes. For August of 2021 we have a \$6000 loss compared to a \$20,000 loss last year.

Mrs. Matta distributed copies of training manuals for serving on the board and Rules and Regulations for the Parking Commission to the new members.

Meter Report: Caleb Copeland (Premier Parking) stated there were 190 meters in the field and 103 are in inventory (broken). We have packing slips to send 12 back to get repaired. The remaining kiosk is on life support and needs repair about twice a week. Mr. Shelton inquired about the absence of meters on Public Square and Mr. Copeland stated that those spaces are generally used by city employees and disabled veterans so the ones in Public Square were pulled for parts to repair other meters. Michael Palmore (Premier Parking) said they will have quotes for a new Kiosk by Friday. They are in the process of getting a new one put in where Clark 2 is. He said we are in the process of contracting with ParkMobile, hopefully by the end of October, so that all parking spaces, even ones without meters, can be paid for through the app. The new kiosk will be available for people who don't have the app. Mrs. Matta explained to the new members that the meters we have don't work as expected so we don't want to invest more money into a system that is broken. Mr. Palmore said that we will soon have at least 50 meters in the field upgraded to 4G which will save us on costs compared to maintaining 193 meters, buying parts and batteries. Everything else will be ParkMobile

VII. NEW BUSINESS

1. **Monthly Parking Rates and Discounts** - Mr. Palmore (Premier Parking) said that since we don't have a date for the opening of the Cumberland Garage it is premature to talk about rates.
2. **ParkMobile** - Mr. Copeland (Premier Parking) called attention to a map with the proposed locations where the 50 meters will be placed. Mrs. Matta noted that ParkMobile is the same app used by Austin Peay so everybody downtown can use the same app.

3. **RedStone Law Parking Regulation Concern - Mr. Copeland (Premier Parking) said the email from Mr. Burman expresses he thinks the city is unrightfully enforcing parking regulations while there is a parking shortage. Mr. Burman asked that his concern be brought before the board. It was decided earlier that his fine would be reduced by 50%. No further action was taken.**

OLD BUSINESS

1. **State of the Cumberland Garage - Mr. Hilborn said we are in the process of having a peer review done to verify the results of the engineer that did the proof load tests. There's also some additional work that was recommended to be done prior to reopening and we are in the process of having that work done. Mr. Holleman asked if there was a timeline. Mr. Hilborn said he hoped in the next 30-60 days.**
2. **New Parking Contracts - This conversation will be discussed along with the Parking Rates and Discounts at a later date.**
3. **Lower Biggers Lot Conversion - Mr. Copeland (Premier Parking) said there are 20 spaces in this lot that we can't collect on because the kiosk is broken. There has been discussion of converting it to monthly parking. It was determined to leave it "first come, first serve" until we convert to ParkMobile. Mr. Hilborn said they hope to have the ParkMobile contract executed in the next two weeks and it will take another 60 days to implement.**

VIII. **ADJOURNMENT**—The meeting was adjourned at 4:52 pm.