



City of Clarksville

Parking Commission

June 18, 2024 at 3:00 PM
City Hall Mayor's Conference Room
1 Public Square

Please silence all cell phones.

AGENDA

1. **Call to Order**
2. **Announce Members in Attendance (verify quorum)**
 - A. Chairperson Andrea Herrera
Andy Kean
Mary Cooper
Melissa Schaffner
Councilperson Joe Shakeenab
3. **Public Comment**
(allows 3 persons; 5 minutes each)
4. **Approval of Minutes**
5. **Department Reports**
 - A. Management Report
 - B. Financial Report
6. **Old Business**
 - A. 2nd Street Re-Design
7. **New Business**
 - A. Academy Avenue
8. **Parking Commission Comments**
9. **Voiding Requests**
10. **Adjournment**

CITY OF CLARKSVILLE
PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON

	FY2021	FY2022	FY2023	FY2024
	5/1/2021	5/1/2022	5/1/2023	5/1/2024
	5/31/2021	5/31/2022	5/31/2023	5/31/2024
REVENUES:				
PARKING METER FINES - TICKETS	\$ 8,027.00	\$ 4,686.00	\$ 4,362.00	\$ 10,951.00
INVESTMENT EARNINGS	2.56	174.64	1,298.98	1,483.58
PARKING METER MONEY - DOWNTOWN	10,167.85	18,194.66	18,225.88	20,806.46
RESIDENTIAL PARKING - DOWNTOWN		-		
THIRD & MAIN STREET LOT - F&M	180.00			-
ROXY LOT	987.50	1,000.00	400.00	
FRANKLIN STREET LOT	-	-		
TRINITY LOT	-			
CONTRACTED SPACES	1,204.50	6,450.00	6,283.75	1,102.00
CONSTRUCTION PERMITS	410.00	1,440.00	-	-
RENTAL APPLICATION FEES	60.00	-	-	-
GARAGES - LEASED SPACES - TRANSIT	1,152.00	1,320.00	990.00	2,205.50
CUMBERLAND PLAZA LEASED SPACES	1,303.41	1,170.00	1,305.00	3,453.50
CUMBERLAND PLAZA METER MONEY	13,341.90	9,914.62	9,875.50	14,413.42
MISCELLANEOUS	110.12	3.28	1.08	28.68
TRANSFER IN FROM GENERAL FUND				
	<u>36,946.84</u>	<u>44,353.20</u>	<u>42,742.19</u>	<u>54,444.14</u>
EXPENSES:				
SALARIES & WAGES	8,831.84	8,085.21	12,301.50	24,636.31
OPERATING	5,035.82	3,476.56	4,389.07	5,070.74
OTHER PROFESSIONAL SERVICES	12,000.00			-
BUILDING REPAIR & MAINTENANCE	446.56	917.26	421.14	435.88
OTHER REPAIR & MAINTENANCE	216.33	4,259.64	264.92	816.67
OTHER EQUIPMENT PURCHASES		-		
INTEREST - OTHER DEBT	-	-	-	
OTHER			-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-		-
	<u>26,530.55</u>	<u>16,738.67</u>	<u>17,376.63</u>	<u>30,959.60</u>
OPERATING INCOME/(LOSS)	10,416.29	27,614.53	25,365.56	23,484.54
AMORTIZATION EXPENSE	-			
DEPRECIATION EXPENSE	<u>7,916.67</u>	<u>7,916.67</u>	<u>7,916.67</u>	<u>7,083.33</u>
NET PROFIT/(LOSS):	<u><u>\$ 2,499.62</u></u>	<u><u>\$ 19,697.86</u></u>	<u><u>\$ 17,448.89</u></u>	<u><u>\$ 16,401.21</u></u>

CITY OF CLARKSVILLE
PARKING COMMISSION REVENUE & EXPENDITURE MONTHLY COMPARISON - YTD

	July 1, 2022 May 31, 2023	July 1, 2023 May 31, 2024	Increase (Decrease)
REVENUES:			
PARKING METER FINES - TICKETS	60,032	110,584	50,552
INVESTMENT EARNINGS	9,995	15,731	5,736
INTEREST	-		-
PARKING METER MONEY - DOWNTOWN	181,153	177,470	(3,683)
RESIDENTIAL	-		-
MAIN ST LOT	-	-	-
ROXY LOT	7,614	-	(7,614)
TRINITY LOT			-
FRANKLIN STREET LOT	-		-
CONTRACTED SPACES	136,673	35,807	(100,866)
CONSTRUCTION PERMITS	370	1,420	1,050
APPLICATION FEE	60	150	90
GARAGES - LEASED SPACES - TRANSIT	8,195	22,009	13,814
CUMBERLAND PLAZA LEASED SPACES	9,393	76,303	66,910
CUMBERLAND PLAZA METER MONEY	99,977	116,216	16,239
MISCELLANEOUS	1,245	275	(970)
Includes additional hang tags, CityCourt/Pcard Rebate/other rental			-
TRANSFER IN FROM GENERAL FUND	-		-
	514,708	555,963	41,255
 EXPENSES:			
SALARIES & WAGES	122,005	185,610	63,605
OPERATING	74,601	75,978	1,377
OTHER PROFESSIONAL SERVICES	-		-
BUILDING REPAIR & MAINTENANCE	7,146	5,071	(2,075)
OTHER REPAIR & MAINENANCE	8,822	5,165	(3,657)
OTHER EQUIPMENT PURCHASES	-	270	270
INTEREST - OTHER DEBT	-		-
OTHER	-		-
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	212,575	272,095	59,520
 OPERATING PROFIT/(LOSS)	302,133	283,869	(18,264)
			-
AMORTIZATION EXPENSE	-	-	
DEPRECIATION EXPENSE	87,083	77,917	(9,167)
 NET PROFIT/(LOSS) AFTER DEPRECIATION:	215,050	205,952	(9,098)
 PARKING FUND BALANCE		995,777	



City of Clarksville

Parking Commission

May 22, 2024 at 3:00 PM
City Hall Staff Conference Room
1 Public Square

MINUTES

1. Call to Order

The meeting was called to order by Chairperson Andrea Herrera at 3:02 PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission members present:

Chairperson Andrea Herrera

Mary Cooper

Councilperson Joe Shakeenab

Andy Kean

Melissa Schaffner

3. Public Comment

(allows 3 persons; 5 minutes each)

Mark Harris from Montgomery County Government was present to ask for a solution for Montgomery County maintenance and IT vehicles from being ticketed while working on the County Courthouse.

4. Approval of Minutes

Councilperson Joe Shakeenab made a motion to approve the April 16, 2024 minutes. Andy Kean seconded and the motion passed.

5. Department Reports

A. Management Report

The management report was presented by Michael Palmore.

i. ParkMobile Financials

See attached.

ii. Parking Newsletter

This topic was not discussed.

iii. Academy Ave Update

Mr. Palmore stated that there were "no Parking on This Side of the Street" signs on one side of Academy Ave to allow emergency vehicles to go down with ease. Further discussion of Academy Ave was tabled until June's meeting.

B. Financial Report

The financial report was presented by Laurie Matta.
See attached.

6. Old Business

A. Event Usage Fees

This discussion was tabled until June's Parking Commission meeting.

B. Service Vehicle Fees

After further discussion, it was decided that service vehicles will need to pay the meter.

7. New Business

A. Main Street - Millan Parking

Ms. Herrera made a motion to lease 15 spaces on Main Street to Millan on the condition that once the parking garage opens, those spaces turn into ParkMobile. Ms. Cooper seconded and the motion passed.

B. 2nd Street Re-Design

This was tabled until the Parking Commission in June.

C. County Government Plates

Chairperson Herrera made a motion to lease two metered spaces on 3rd Street to Montgomery County. Mr. Kean seconded and the motion passed.

8. Parking Commission Comments

9. Voiding Requests

Voids

200-012-166

200-012-423

200-012-426

200-012-478

200-012-495

200-012-508

200-012-528

200-012-541

200-012-556

200-012-565

200-012-617

200-012-618

200-012-621

200-012-640

200-012-652

200-012-653

200-012-666
200-012-669
200-012-676
200-012-683
200-012-689
200-012-721
200-012-758
200-012-759
200-012-786
200-012-798
200-012-805
200-012-825
200-012-835
200-012-945
200-012-974
200-013-005
200-013-008
200-013-020
200-013-048
200-013-065
200-013-102
200-013-130
200-013-159
200-013-179
200-013-223
200-012-656
200-012-986

No Action

200-012-216
200-012-448
200-012-461
200-012-463
200-012-644
200-012-809
200-012-822
200-012-861
200-012-867
200-012-899
200-012-922
200-013-030
200-013-038
200-013-117
200-013-158
200-013-288
200-013-200
200-012-764
200-013-314
200-012-607
200-012-917

10. Adjournment

Ms. Herrera made a motion to adjourn. Ms. Schaffner seconded, and the meeting was adjourned at 4:53 PM.