



City of Clarksville

Parking Commission

July 16, 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
 - i. Ballparc Report
 - ii. ParkMobile Financials
 - iii. August Special Call Session - Parking City Code
 - iv. Doghill Parking - County
 - v. Update on Downtown Parking Redesign
 - B. Financial Report
- 6. Old Business**
- 7. New Business**
 - A. On-Street Private/Residential Parking
 - B. New Parking Garage Rates
 - C. Roxy Parking Passes

- 8. Parking Commission Comments**
- 9. Voiding Requests**
- 10. Adjournment**

CITY OF CLARKSVILLE
PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON

	FY2021 6/1/2021 6/30/2021	FY2022 6/1/2022 6/30/2022	FY2023 6/1/2023 6/30/2023	FY2024 6/1/2024 6/30/2024
REVENUES:				
PARKING METER FINES - TICKETS	\$ 3,072.22	\$ 5,924.00	\$ 4,226.00	\$ 9,357.00
INVESTMENT EARNINGS	2.48	241.22	1,300.89	1,444.92
PARKING METER MONEY - DOWNTOWN	17,668.81	17,542.99	19,737.31	14,918.70
RESIDENTIAL PARKING - DOWNTOWN	-	-	-	-
THIRD & MAIN STREET LOT - F&M	-	-	-	-
ROXY LOT	200.00	400.00	(40.00)	-
FRANKLIN STREET LOT	-	-	-	-
TRINITY LOT	-	-	-	-
CONTRACTED SPACES	1,234.50	9,027.50	(1,408.50)	3,202.00
CONSTRUCTION PERMITS	-	475.00	-	60.00
RENTAL APPLICATION FEES	-	30.00	-	-
GARAGES - LEASED SPACES - TRANSIT	656.00	550.00	825.00	2,095.50
CUMBERLAND PLAZA LEASED SPACES	2,406.90	795.32	1,080.00	4,128.50
CUMBERLAND PLAZA METER MONEY	11,613.31	12,493.17	8,777.25	8,123.55
MISCELLANEOUS	209.20	19.92	304.37	11.98
TRANSFER IN FROM GENERAL FUND				
	<u>37,063.42</u>	<u>47,499.12</u>	<u>34,802.32</u>	<u>43,342.15</u>
EXPENSES:				
SALARIES & WAGES	18,369.49	12,118.50	12,110.40	25,808.58
OPERATING	8,818.54	8,651.13	72,095.57	6,942.76
OTHER PROFESSIONAL SERVICES	12,000.00			-
BUILDING REPAIR & MAINTENANCE	698.87	39.53	421.14	435.88
OTHER REPAIR & MAINTENANCE	55.97	4,365.29	40.37	129.66
OTHER EQUIPMENT PURCHASES		-		3,127.25
INTEREST - OTHER DEBT	-	-	-	-
OTHER			-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-		-
	<u>39,942.87</u>	<u>25,174.45</u>	<u>84,667.48</u>	<u>36,444.13</u>
OPERATING INCOME/(LOSS)	(2,879.45)	22,324.67	(49,865.16)	6,898.02
AMORTIZATION EXPENSE	-			
DEPRECIATION EXPENSE	<u>7,285.87</u>	<u>6,930.71</u>	<u>6,909.75</u>	<u>7,083.33</u>
NET PROFIT/(LOSS):	<u>\$ (10,165.32)</u>	<u>\$ 15,393.96</u>	<u>\$ (56,774.91)</u>	<u>\$ (185.31)</u>

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

	July 1, 2022 June 30, 2023	July 1, 2023 June 30, 2024	Increase (Decrease)
REVENUES:			
PARKING METER FINES - TICKETS	64,258	119,941	55,683
INVESTMENT EARNINGS	11,296	17,176	5,880
INTEREST	-	-	-
PARKING METER MONEY - DOWNTOWN	200,890	192,388	(8,502)
RESIDENTIAL	-	-	-
MAIN ST LOT	-	-	-
ROXY LOT	7,574	-	(7,574)
TRINITY LOT	-	-	-
FRANKLIN STREET LOT	-	-	-
CONTRACTED SPACES	135,265	39,009	(96,256)
CONSTRUCTION PERMITS	370	1,480	1,110
APPLICATION FEE	60	150	90
GARAGES - LEASED SPACES - TRANSIT	9,020	24,104	15,084
CUMBERLAND PLAZA LEASED SPACES	10,473	80,431	69,958
CUMBERLAND PLAZA METER MONEY	108,754	124,339	15,585
MISCELLANEOUS	1,549	287	(1,263)
Includes additional hang tags, CityCourt/Pcard Rebate/other rental			-
TRANSFER IN FROM GENERAL FUND	-	-	-
	<u>549,510</u>	<u>599,306</u>	49,795
EXPENSES:			
SALARIES & WAGES	134,116	211,419	77,303
OPERATING	229,613	82,921	(146,693)
OTHER PROFESSIONAL SERVICES	-	-	-
BUILDING REPAIR & MAINTENANCE	7,567	5,507	(2,061)
OTHER REPAIR & MAINTENANCE	8,863	5,295	(3,568)
OTHER EQUIPMENT PURCHASES	-	3,397	3,397
INTEREST - OTHER DEBT	-	-	-
OTHER	-	-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	<u>380,159</u>	<u>308,539</u>	(71,620)
OPERATING PROFIT/(LOSS)	169,351	290,767	121,416
			-
AMORTIZATION EXPENSE	-	-	-
DEPRECIATION EXPENSE	82,917	85,000	2,083
NET PROFIT/(LOSS) AFTER DEPRECIATION:	<u><u>86,434</u></u>	<u><u>205,767</u></u>	<u><u>119,333</u></u>
PARKING FUND BALANCE		995,777	



City of Clarksville Parking Commission

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

MINUTES

1. Call to Order

The meeting was called to order by Chairperson Andrea Herrera at 3:00 PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission members present:

Chairperson Andrea Herrera

Andy Kean

Councilperson Joe Shakeenab

3. Public Comment

(allows 3 persons; 5 minutes each)

There were no members of the public present.

4. Approval of Minutes

Chairperson Andrea Herrera made a motion to approve the May 22, 2024 minutes.

Andy Kean seconded and the motion passed.

5. Department Reports

A. Management Report

The management report was presented by Michael Palmore.

See attached.

B. Financial Report

The financial report was presented by Regina Hampton.

See attached.

6. Old Business

A. 2nd Street Re-Design

Ms. Herrera made a motion to mark 2nd Street in front of Blackhorse's dumpster in red with "no parking" on the ground, to remove two metered spaces to extend the 15 minute loading/parking zone, and to add 3 metered spaces on Commerce and 2nd Street. Councilperson Shakeenab seconded and the motion passed.

7. New Business

A. Academy Avenue

Mr Kean made a motion to lease ten spaces on Academy Ave to the Amsterdam Cafe for customers and employees. Councilperson Shakeenab seconded and the motion passed.

8. Parking Commission Comments

A special called session was set for August 13, 2024 at 3:00 PM, to discuss the changes to the City Code pertaining to Parking.

9. Voiding Requests

Voids:

200-013-538
200-013-336
200-013-258
200-013-468
200-013-479
200-013-481
200-013-495
200-013-640
200-013-672
200-013-690
200-013-695
200-013-739
200-013-751
200-013-763
200-013-778
200-013-560
200-013-595
200-013-606
200-013-717
200-013-785
200-013-783
200-013-800

No Action:

200-013-222
200-013-284
200-013-459
200-013-504
200-013-613
200-013-664
200-013-701
200-013-702
200-013-757
200-013-518
200-013-546
200-013-599

10. Adjournment

Ms. Herrera made a motion to adjourn. Councilperson Shakeenab seconded, and the meeting was adjourned at 4:09 PM.

Ballparc Report (YOY Comparison)

May 2024 Violations:

- **Written: 546**
- **Valid: 525**
- **Paid: 188**

May 2023 Violations:

- **Written: 438**
- **Valid: 419**
- **Paid: 196**

(YOY Comparison)

(Increase) Written: 108

(Increase) Valid: 106

Collection Letters: On pause until July 1

Parkmobile Report (YOY Comparison)

May 2024 Parkmobile Transactions:

- **6762 Transactions**
- **\$18,465.30**

May 2023 Parkmobile Transactions:

- **5397 Transactions**
- **\$14,793.75**

(Increase) Transactions: 1365

(Increase) Revenue: \$3671.80

Manager Voids

Action Code Summary By User
City of Clarksville, TN

Start Date: 5/1/2023
End Date: 5/31/2023

Michael Palmore

Action Code	Description	Count	% of Total	Payments
CE	Customer Error	1	8%	-
COB	City/County Official Business	1	8%	-
EV	Employee Vehicle	5	38%	-
HC	Hanidicap Plate	1	8%	-
MTH	Monthly Parking Issues	2	15%	-
OE	Officer Error	3	23%	-
Subtotals		13		-



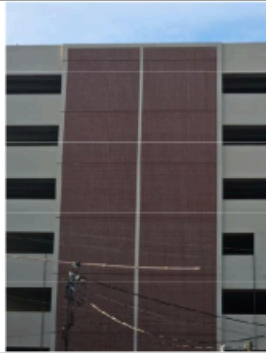
Installation of Fence Inserts at Litewall



Level 0 Concrete Completed



Preliminary Grading and Underground Utility Work at Cumberland Alley



Exterior Caulk Joints in Precast Panels North Elevation Completed.

Event meter closures:

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PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON

	FY2021 5/1/2021 5/31/2021	FY2022 5/1/2022 5/31/2022	FY2023 5/1/2023 5/31/2023	FY2024 5/1/2024 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	7,916.67	7,916.67	7,916.67	7,083.33
	<u></u>	<u></u>	<u></u>	<u></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	-	-	-
	<u>514,708</u>	<u>555,963</u>	<u>41,255</u>
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 & MAINTENANCE	8,822	5,165	(3,657)
OTHER EQUIPMENT PURCHASES	-	270	270
INTEREST - OTHER DEBT	-	-	-
OTHER	-	-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	<u>212,575</u>	<u>272,095</u>	<u>59,520</u>
OPERATING PROFIT/(LOSS)	302,133	283,869	(18,264)
			-
AMORTIZATION EXPENSE	-	-	-
DEPRECIATION EXPENSE	87,083	77,917	(9,167)
NET PROFIT/(LOSS) AFTER DEPRECIATION:	<u>215,050</u>	<u>205,952</u>	<u>(9,098)</u>
PARKING FUND BALANCE		995,777	