



City of Clarksville

Parking Commission

April 16, 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 3:05 PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission Members present:

Chairperson Andrea Herrera

Andy Kean

Melissa Schaffner

Councilperson Joe Shakeenab

3. Public Comment

(allows 3 persons; 5 minutes each)

Danny Acevado was present to contest his parking citation.

4. Approval of Minutes

Councilperson Joe Shakeenab motioned to approve the March 19, 2024 minutes. Andy Kean seconded and the motion passed.

5. Department Reports

A. Management Report

The management report was presented by Michael Palmore.

i. Ballparc Financials

Mr. Palmore stated he's going to stop reporting the financials from Ballparc due to it not capturing the correct amounts. This amount is captured in the financials that are presented by Finance.

ii. ParkMobile Financials

See Attached

iii. Collection Letter Update

Mr Palmore stated that they are caught up on collection letters. They will resume in the budget year FY25. The collection rate is anywhere from 12-13 percent.

iv. Parking Newsletter

Mr. Palmore stated that the parking tip updates each month. This month, it alerted citizens it is illegal to be parked facing the wrong direction and the enforcement hours.

v. Parking City Code Update

Mr. Palmore stated he will present the Parking Commission with a rough draft in a special called session in June before the updated City Code goes to the City Council for approval.

vi. Motorcycle/2nd St Update

Ms. Herrera made a motion that a motorcycle may not share a space with a vehicle. Ms. Schaffner seconded and the motion passed. Mr. Palmore stated that the maintenance team is waiting for warmer temperatures for stripping of motorcycle spaces.

vii. Accepting Commission Invites

Mr. Palmore asked Commission members to accept the calendar invites for the Parking Commission Meetings for quorum.

viii. Main St - F&M Arena Monthly Parking

Mr. Palmore stated that F&M Arena will still be leasing spaces at the Main Street lot. They will not be needing the 30 street spaces they had originally requested.

B. Financial Report

The financial report was presented by Michael Palmore.
See attached.

6. Old Business

A. Service Trucks

Ms. Hererra made a motion to create a template for service vehicles downtown. Councilperson Shakeenab seconded and the motion passed.

B. Town Hall Meetings

The Commission members agreed on making media releases instead of town hall meetings.

7. New Business

A. Event Usage - Parking Lots and/or Parking Spaces

This discussion was tabled until the Special Called Session for the City Code overview.

8. Parking Commission Comments

9. Voiding Requests

No Action

200-013-203
200-011-771
200-011-775
200-011-790
200-011-794
200-011-818
200-011-839
200-011-841
200-011-862
200-011-887
200-011-936
200-012-005
200-012-070
200-012-116
200-012-289
200-012-321
200-012-359
200-012-371

Void

200-011-592
200-011-640
200-011-736
200-011-756
200-011-763
200-011-816
200-011-848
200-011-849
200-011-852
200-011-958
200-011-960
200-011-964
200-011-998
200-012-016
200-012-031
200-012-061
200-012-077
200-012-086
200-012-119
200-012-152
200-012-300
200-012-306
200-012-352
200-012-363
200-012-385
200-012-396
200-012-405
200-012-412

10. Adjournment

Ms. Herrera motioned to adjourn. Councilperson Shakeenab seconded and the meeting was adjourned at 4:43 PM.