



City of Clarksville

Parking Commission

October 15, 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)**
- 3. Public Comment**
(allows 3 persons; 5 minutes each)
- 4. Approval of Minutes**
- 5. Department Reports**
 - A. Management Report
 - i. 1st Street Garage Grand Opening
 - ii. Ballparc Report
 - iii. ParkMobile Report
 - iv. Update on Downtown Parking Redesign
 - v. Signage Update
 - vi. APSU Parking
 - B. Financial Report
- 6. New Business**
 - A. Vote in New Chair and Vice Chair
 - B. First Week Grand Opening - Free Parking
 - C. Cleaning Charge
 - D. Rates
 - i. Block Parking
 - ii. Monthly Parking - 1st Street Garage

7. Old Business

- A. Weekend Event Rates
- B. Parking City Code
- C. SOP for Parking

8. Parking Commission Comments

9. Voiding Requests

10. Adjournment

CITY OF CLARKSVILLE
PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON

	FY2022 9/1/2021 9/30/2021	FY2023 9/1/2022 9/30/2022	FY2024 9/1/2023 9/30/2023	FY2025 9/1/2024 9/30/2024
REVENUES:				
PARKING METER FINES - TICKETS	\$ 8,542.98	\$ 1,252.00	\$ 14,189.00	\$ 10,709.00
INVESTMENT EARNINGS	4.97	611.47	1,388.20	1,414.90
PARKING METER MONEY - DOWNTOWN	14,259.03	19,673.11	10,023.00	13,617.84
RESIDENTIAL PARKING - DOWNTOWN	-	-	-	-
THIRD & MAIN STREET LOT - F&M	-	-	-	-
ROXY LOT	1,335.00	640.00	-	-
FRANKLIN STREET LOT	-	-	-	-
TRINITY LOT	-	-	-	-
CONTRACTED SPACES	1,204.50	6,049.75	10,432.50	2,374.00
CONSTRUCTION PERMITS	-	-	-	-
RENTAL APPLICATION FEES	-	-	-	-
GARAGES - LEASED SPACES - TRANSIT	1,203.00	495.00	880.00	2,521.75
CUMBERLAND PLAZA LEASED SPACES	-	585.00	10,767.31	4,099.00
CUMBERLAND PLAZA METER MONEY	8,253.50	8,891.55	8,557.10	9,696.40
MISCELLANEOUS	39.14	0.96	10.42	55.04
TRANSFER IN FROM GENERAL FUND				
	<u>34,842.12</u>	<u>38,198.84</u>	<u>56,247.53</u>	<u>44,487.93</u>
EXPENSES:				
SALARIES & WAGES	3,989.20	7,380.42	12,620.77	18,619.32
OPERATING	3,752.30	4,059.89	5,962.83	7,726.22
OTHER PROFESSIONAL SERVICES	12,000.00			-
BUILDING REPAIR & MAINTENANCE	513.98	406.90	421.14	555.88
OTHER REPAIR & MAINTENANCE	1,513.00	1,550.85	1,337.64	-
OTHER EQUIPMENT PURCHASES		-	269.99	-
INTEREST - OTHER DEBT	-	-	-	-
OTHER			-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-		-
	<u>21,768.48</u>	<u>13,398.06</u>	<u>20,612.37</u>	<u>26,901.42</u>
OPERATING INCOME/(LOSS)	13,073.64	24,800.78	35,635.16	17,586.51
AMORTIZATION EXPENSE	-			
DEPRECIATION EXPENSE	<u>7,916.67</u>	<u>7,916.67</u>	<u>7,083.33</u>	<u>7,083.33</u>
NET PROFIT/(LOSS):	<u>\$ 5,156.97</u>	<u>\$ 16,884.11</u>	<u>\$ 28,551.83</u>	<u>\$ 10,503.18</u>

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

	July 1, 2023 September 30, 2023	July 1, 2024 September 30, 2024	Increase (Decrease)
REVENUES:			
PARKING METER FINES - TICKETS	28,435	37,813	9,378
INVESTMENT EARNINGS	4,171	4,404	233
INTEREST	-	-	-
PARKING METER MONEY - DOWNTOWN	45,807	49,055	3,247
RESIDENTIAL	-	-	-
MAIN ST LOT	-	-	-
ROXY LOT	-	-	-
TRINITY LOT	-	-	-
FRANKLIN STREET LOT	-	-	-
CONTRACTED SPACES	47,352	21,310	(26,042)
CONSTRUCTION PERMITS	-	60	60
APPLICATION FEE	30	-	(30)
GARAGES - LEASED SPACES - TRANSIT	2,695	7,483	4,788
CUMBERLAND PLAZA LEASED SPACES	13,487	20,061	6,574
CUMBERLAND PLAZA METER MONEY	27,128	31,795	4,667
MISCELLANEOUS	174	84	(91)
Includes additional hang tags, CityCourt/Pcard Rebate/other rental			-
TRANSFER IN FROM GENERAL FUND	-	-	-
	169,280	172,063	2,784
EXPENSES:			
SALARIES & WAGES	31,155	48,672	17,517
OPERATING	28,572	32,687	4,115
OTHER PROFESSIONAL SERVICES	-	-	-
BUILDING REPAIR & MAINTENANCE	1,263	1,428	164
OTHER REPAIR & MAINTENANCE	1,828	601	(1,227)
OTHER EQUIPMENT PURCHASES	270	-	(270)
INTEREST - OTHER DEBT	-	-	-
OTHER	-	-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	63,088	83,388	20,300
OPERATING PROFIT/(LOSS)	106,192	88,676	(17,516)
			-
AMORTIZATION EXPENSE	-	-	
DEPRECIATION EXPENSE	21,250	21,250	-
NET PROFIT/(LOSS) AFTER DEPRECIATION:	84,942	67,426	(17,516)
PARKING FUND BALANCE		1,202,708	



City of Clarksville

Parking Commission

September 24, 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 3:07 PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission members present:

Chairperson Andrea Herrera

Andy Kean

Councilperson Joe Shakeenab

Melissa Schaffner

Mary Cooper

Darla Knight

3. Public Comment

(allows 3 persons; 5 minutes each)

Olla Parker was present to contest her parking ticket.

4. Approval of Minutes

A. August 20, 2024 Minutes

Councilperson Joe Shakeenab motioned to approve the August 20, 2024 minutes. Andy Kean seconded and the motion passed.

5. Department Reports

A. Management Report

The management report was presented by Michael Palmore.

i. Parking Garage Update

See attached.

ii. Ballpark Report

See attached.

iii. ParkMobile Financials

See attached.

iv. Update on Downtown Parking Design

Mr. Palmore gave an update on adding additional motorcycle parking in the new garage in addition to the Downtown motorcycle parking.

v. Cleaning Charge for Contracted Parkers

An extra charge was discussed for contracted parkers. Nothing will change at this time.

vi. New Member

Mr. Palmore introduced the newest member of the Parking Commission, Darla Knight.

vii. Signage Update

Signage for the new garage was discussed.

viii. APSU Parking

Mr. Palmore gave an update about APSU asking for parking enforcement.

B. Financial Report

Laurie Matta presented the financial report. See attached.

6. New Business

A. SOP for Parking

The SOP was discussed and a final document will be present before voting takes place.

7. Old Business

A. Weekend Event Rates

This was tabled until the vote on the finalized SOP takes place.

B. Parking City Code

This was tabled until the vote on the finalized SOP takes place.

8. Parking Commission Comments

9. Voiding Requests

Voids:

200-015-952

200-015-985

200-015-993

200-016-008

200-016-010

200-016-079

200-016-081

200-016-088

200-016-105

200-016-108

200-016-122
200-016-166
200-016-214
200-016-230
200-016-239
200-016-244
200-016-252
200-016-253
200-016-255
200-016-270
200-016-315
200-016-316
200-016-337
200-016-342
200-016-359
200-016-390
200-016-396
200-016-398
200-016-399
200-016-409
200-016-417
200-016-423
200-016-448
200-016-457
200-016-469
200-016-473
200-016-476
200-016-479
200-016-486
200-016-499
200-016-511
200-016-523
200-016-555
200-016-565
200-016-582
200-016-629
200-016-630
200-016-633
200-016-649
200-016-661
200-016-662
200-016-678
200-016-681
200-016-688
200-016-695
200-016-703
200-016-718
200-016-762
200-016-779
200-016-805

200-016-810
200-016-815
200-016-833
200-016-836
200-016-846
200-016-867
200-016-868
200-016-885

No Action:

200-015-929
200-015-974
200-015-982
200-016-136
200-016-161
200-016-176
200-016-204
200-016-205
200-016-217
200-016-225
200-016-274
200-016-363
200-016-446
200-016-500
200-016-610
200-016-644
200-016-645
200-016-807
200-016-813
200-016-834
200-016-837
200-016-872
200-016-886

10. Adjournment

Ms. Herrera motioned to adjourn. Council person Shakeenab seconded and the meeting was adjourned at 5:26 PM.