



City of Clarksville

Parking Commission

May 20, 2025 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 Andy Kean at 3:00 PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission members present:

Chairperson Andy Kean

Vice Chairperson Melissa Schaffner

Mary Cooper

Darla Knight

3. Public Comment

(allows 3 persons; 5 minutes each)

Jeff Robinson presented information pertaining to the loading zone that is on 2nd Street near his business, stating that the Commission in past years previously voted that this specific loading zone would not have time limit signage. He also presented information pertaining to how raising fine prices has historically affected revenues for the Parking Commission. Presentation lasted for the allotted 5 minutes.

4. Approval of Minutes

A. April 15, 2025

Mary Cooper motioned to approve the April 15, 2025 minutes. Darla Knight seconded and the motion passed.

5. Department Reports

A. Management Report

The management report was presented by Heather Boyd.

i. Parking Manager

ii. Ballparc Financials

See attached.

iii. Parkmobile Financials

See attached.

iv. Loading Zone Sign Update

Mrs. Boyd stated that missing loading zone signage was replaced. New loading zone signage was also put up to match the new yellow and black color scheme.

v. Downtown Walkthrough

Mrs. Boyd stated that the downtown walkthrough to assess the need for signage is postponed until further notice.

B. Financial Report

Heather Boyd gave the financial report. See attached.

6. New Business

A. Budget Summary

There is a goal set to increase yearly revenue by 5% over the next budget year. One proposal is Artlink in the parking garages. Artlink will give young artists a chance to showcase their work, as well as give business owners a chance to advertise their business in the stairwell. Additional proposals include increasing monthly parking rates, night enforcement of illegal parking, and event parking.

7. Old Business

A. Event Rates-Postponed

B. Parking City Code-Postponed

C. SOP for Parking-Postponed

D. Violation Rate Increase-Postponed

8. Parking Commission Comments

Parking Commission requested that management research Mr. Jeff Robinson's presented items by looking into previous Commission minutes to see when the 2nd Street loading zone signage change was voted on. Commission members also requested if a more in depth spreadsheet can be put together with historical data on revenues and how fines being raised had an effect on them

9. Voiding Requests

Voids:

200-021-464

200-021-479

200-021-537

200-021-544

200-021-575

200-021-577

200-021-685

200-021-687
200-021-732
200-021-742
200-021-751
200-021-756
200-021-757
200-021-841
200-021-862
200-021-878
200-021-888
200-021-890
200-021-905
200-021-912
200-021-913
200-021-969
200-021-971
200-022-089
200-022-092
200-021-607

No Action:

200-021-423
200-021-449
200-021-463
200-021-492
200-021-500
200-021-508
200-021-525
200-021-526
200-021-536
200-021-562
200-021-586
200-021-592
200-021-594
200-021-680
200-021-702
200-021-740
200-021-743
200-021-749
200-021-754
200-021-802
200-021-803
200-021-877
200-021-885
200-022-017
200-022-018
200-022-027
200-022-031
200-022-036
200-022-043

200-022-057

200-022-076

200-022-088

200-022-113

200-022-114

10. Adjournment

Ms. Schaffner motioned to adjourn. Mary Cooper seconded, and the meeting was adjourned at 5:24PM.