



City of Clarksville

Parking Commission

July 29, 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 3:00PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission members present:

Chairperson Andy Kean

Councilperson Joe Shakeenab

Vice Chairperson Melissa Schaffner

Mary Cooper

Darla Knight

3. Public Comment

(allows 3 persons; 5 minutes each)

The citizens wanted to thank the Parking Commission for passing 2 hours of free parking downtown. The citizens say there is a lot of excitement for this change, and they believe this will be a turning point for the businesses downtown. The citizens urge the Parking Commission to follow through with this process through all seasons for true results.

4. Department Reports

A. Management Report

i. Enforcement of 2-hour Free program

2 hours of free street parking will take effect on August 1st for ParkMobile users only. Free parking is only available on the street, and not in any parking garages. ParkMobile will notify the user when their 2 hours are ending, and the user will need to pay to extend their time if needed. If the user does not extend before their time runs out, they will have to move their vehicle to the parking garage to pay again or use coins in the meter. Enforcement officers will be able to see when a parking session has expired. Users will be limited to 2 hours of free parking per day.

ii. Financial Impact of 2-hour Free Parking

The Parking Manager presented the Commission with the expected financial impact of 2-hour free parking, projecting an annual revenue loss of \$44,187 from parking only and an additional \$9,856 if the \$0.35 ParkMobile convenience fee is waived, totaling \$54,043. A motion to absorb the convenience fee was moved by Chairperson Andy Kean, seconded by Darla Knight, and passed.

iii. 2-Hour Peak Time option

This discussion was postponed.

5. New Business

A. Clarification of the future of Free Mondays and Free Fridays

A motion was made by Councilperson Joe Shakeenab to discontinue free street parking on Mondays. Darla Knight seconded the motion, and the motion was passed. Councilperson Shakeenab also motioned for free parking on Fridays during the holidays to be discontinued. Melissa Schaffner seconded, and the motion was passed. These changes will take effect as of August 1st.

B. Set a date for a special called meeting to discuss Financials

A motion was put on the floor by Chairperson Andy Kean to move the Parking Commission's regularly scheduled August 19th meeting to August 12th to discuss financials. Councilperson Shakeenab seconded the motion, and the motion was passed.

6. Parking Commission Comments

The Commission wanted to recognize that this change would have some challenges, and some trial and error would happen. The Commission also recognizes that a plan needs to be put in place for coin users to be able to receive 2-hour free parking as well, and additional signage is needed.

7. Adjournment

Andy Kean motioned to adjourn. Darla Knight seconded, and the meeting adjourned at 3:41PM.