



City of Clarksville

Parking Commission

September 30, 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 Melissa Schaffner at 3:06 PM.

2. Announce Members in Attendance (verify quorum)

Parking Commission members present:
Chairperson Melissa Schaffner
Councilperson Joe Shakeenab
Mary Cooper
Darla Knight

3. Public Comment

(allows 3 persons; 5 minutes each)

Andrea Herrera joined the parking commission meeting to point out some unfinished parking projects that citizens are still interested in. Some of the items include electric charging meters, signage around the downtown, the City of Clarksville website information, and additional parking spaces. Janie Griswold was also in attendance to express the need for more signage in the parking garages. Ms. Griswold voiced that since she is not from the Clarksville area, the signs should be more visible and more detailed so that citizens will know where and how to park and pay.

4. Approval of Minutes

August 12, 2025

Councilperson Joe Shakeenab motioned to approve the August 12, 2025 minutes.
Darla Knight seconded, and the minutes were approved.

5. Department Reports

A. Management Report

Parking Manager, Heather Boyd, presented the management report. Boyd presented the commission with an analysis of 2-hour free street parking. The analysis highlights costs associated with 2-hour free street parking, and the impact free street parking has made in August 2025 versus August 2024. The commission will continue to compare numbers to examine the efficiency of 2-hour free street parking.

B. Financial Report

Parking Manager Heather Boyd presented the financial reports. See attached.

6. New Business

A. EV Charging Stations

The growing request for electric vehicle chargers was discussed. The parking commission members agreed that the downtown should grow to accommodate all citizens who visit. Councilperson Shakeenab motioned for the activation of the EV chargers, free of charge to citizens at this time. Darla Knight seconded, and the motion was passed. More information will be presented in a future meeting about when the chargers will be activated, the cost, and how many EV chargers the downtown area will use.

B. Downtown Signage

The commission addressed the need to replace the stickers on the meters that conveyed old parking information. Mary Cooper motioned for new stickers to be made to say "Free 2-hour street parking through ParkMobile. Enforced Monday-Friday, 8AM-5PM". Councilperson Shakeenab seconded, and the motion was passed. Additional signage for the downtown area will continue to be discussed and templates will be brought to the commission to be voted on and approved.

7. Old Business

A. Garage Reservations - Postponed

B. Violation Rates - Postponed

8. Parking Commission Comments

Parking Commission members commented on a few topics they wanted on the agenda for the next meeting. Those topics include violation rates, signage, data pertaining to free parking, and garage reservations for businesses.

9. Voiding Requests

Voids:

200-024-185
200-024-261
200-024-302
200-024-303
200-024-304
200-024-321
200-024-336
200-024-376
200-024-378
200-024-386
200-024-407
200-024-437
200-024-441

200-024-448
200-024-449
200-024-459
200-024-465
200-024-466
200-024-470
200-024-490
200-024-493
200-024-526
200-024-551
200-024-553
200-024-554
200-024-564
200-024-628
200-024-645
200-024-685
200-024-716
200-024-739
200-024-743
200-024-762
200-024-770
200-024-802
200-024-830
200-024-834
200-024-899
200-024-911
200-024-925
200-024-931
200-024-936
200-024-952
200-024-957
200-024-966
200-025-005
200-025-036
200-025-045
200-025-050
200-025-060
200-025-066
200-025-089
200-025-097
200-025-098
200-025-099
200-025-100
200-025-128
200-025-154
200-025-158
200-025-167

No Action:

200-024-465

200-023-998
200-024-001
200-024-195
200-024-209
200-024-245
200-024-272
200-024-328
200-024-332
200-024-401
200-024-435
200-024-469
200-024-495
200-024-496
200-024-652
200-024-798
200-024-816
200-024-902
200-024-935
200-025-072
200-025-114
200-025-184

10. Adjournment

Mary Cooper motioned to adjourn. Councilperson Joe Shakeenab seconded, and the meeting adjourned at 6:46PM.