



City of Clarksville

Parking Commission

November 18, 2025 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
 - B. Financial Report
- 6. New Business**
 - A. Roxy Lot
 - B. Signage
- 7. Old Business**
 - A. Garage Reservations
 - B. Violation Rates
- 8. Parking Commission Comments**
- 9. Voiding Requests**
- 10. Adjournment**

CITY OF CLARKSVILLE
PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON

	FY2023	FY2024	FY2025	FY2026
	9/1/2022	9/1/2023	9/1/2024	9/1/2025
	9/30/2022	9/30/2023	9/30/2024	9/30/2025
REVENUES:				
PARKING METER FINES - TICKETS	\$ 8,970.00	\$ 10,316.00	\$ 8,162.00	\$ 5,178.00
INVESTMENT EARNINGS	762.34	1,456.97	1,408.38	1,221.47
PARKING METER MONEY - DOWNTOWN	7,858.74	7,078.04	7,844.32	-
PARKING METER MONEY - DOWNTOWN PARKMOBILE	8,080.20	11,173.60	10,140.95	2,569.30
THIRD & MAIN STREET LOT - F&M	-	408.00	-	-
ROXY LOT	760.00	-	-	-
TRINITY LOT	-	-	-	-
1ST STREET PARKING GARAGE - LEASED SPACES	-	-	-	8,841.75
1ST STREET PARKING GARAGE - PARKMOBILE	-	-	-	6,909.00
CONTRACTED SPACES - DOWNTOWN LOTS	14,352.56	960.00	2,950.00	3,448.00
OBSTRUCTION PERMITS	-	80.00	-	60.00
RENTAL APPLICATION FEES	-	30.00	-	-
GARAGES - LEASED SPACES - TRANSIT	660.00	2,087.50	2,095.50	330.00
CUMBERLAND PLAZA LEASED SPACES	945.00	3,914.50	13,431.00	-
CUMBERLAND PLAZA METER MONEY	4,703.20	8,106.05	6,068.36	1,333.45
CUMBERLAND PLAZA METER MONEY - PARKMOBILE	4,700.95	4,670.35	5,670.05	1,182.00
MISCELLANEOUS	0.00	9.02	17.22	5.36
TRANSFER IN FROM GENERAL FUND				
	<u>51,792.99</u>	<u>50,290.03</u>	<u>57,787.78</u>	<u>31,078.33</u>
EXPENSES:				
SALARIES & WAGES	9,094.95	12,558.10	18,823.59	26,726.72
OPERATING	6,068.11	6,744.34	8,284.66	9,401.48
BUILDING REPAIR & MAINTENANCE - 1ST STREET GARAGE	-	-	-	2,250.00
BUILDING REPAIR & MAINTENANCE - CUMBERLAND GARAGE	526.90	541.14	435.88	582.03
BUILDING REPAIR & MAINTENANCE - TRANSIT GARAGE	-	-	-	8,305.63
OTHER REPAIR & MAINTENANCE	212.91	286.60	1,665.81	16.35
OTHER EQUIPMENT PURCHASES	-	-	-	-
INTEREST - OTHER DEBT	-	-	-	-
OTHER	-	-	-	-
MACHINERY & EQUIPMENT	-	-	-	15,995.00
IMPROVEMENTS (NON-BUILDINGS)	-	-	-	-
	<u>15,902.87</u>	<u>20,130.18</u>	<u>29,209.94</u>	<u>63,277.21</u>
OPERATING INCOME/(LOSS)	35,890.12	30,159.85	28,577.84	(32,198.88)
AMORTIZATION EXPENSE	-	-	-	-
DEPRECIATION EXPENSE	<u>7,916.67</u>	<u>7,083.33</u>	<u>7,083.33</u>	<u>7,083.33</u>
NET PROFIT/(LOSS):	<u>\$ 27,973.45</u>	<u>\$ 23,076.52</u>	<u>\$ 21,494.51</u>	<u>\$ (39,282.21)</u>

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

	July 1, 2024 October 31, 2024	July 1, 2025 October 31, 2025	Increase (Decrease)
REVENUES:			
PARKING METER FINES - TICKETS	45,975	28,563	(17,412)
INVESTMENT EARNINGS	5,812	4,953	(859)
PARKING METER MONEY - DOWNTOWN	27,646	18,299	(9,347)
PARKING METER MONEY - DOWNTOWN PARKMOBILE	39,394	21,970	(17,424)
1ST STREET PARKING GARAGE - LEASED SPACES	-	23,326	23,326
1ST STREET PARKING GARAGE - PARKMOBILE	-	16,101	16,101
CONTRACTED SPACES - DOWNTOWN LOTS	24,260	24,341	81
OBSTRUCTION PERMITS	60	240	180
GARAGES - LEASED SPACES - TRANSIT	9,578	330	(9,248)
CUMBERLAND PLAZA LEASED SPACES	33,492	13,164	(20,328)
CUMBERLAND PLAZA METER MONEY	20,960	3,488	(17,472)
CUMBERLAND PLAZA METER MONEY - PARKMOBILE	22,573	14,623	(7,950)
MISCELLANEOUS	101	174	73
Includes additional hang tags, CityCourt/Pcard Rebate/other rental			-
TRANSFER IN FROM GENERAL FUND	-		-
	<u>229,851</u>	<u>169,572</u>	<u>(60,279)</u>
EXPENSES:			
SALARIES & WAGES	67,496	80,209	12,714
OPERATING	41,694.82	124,885	83,190
OTHER PROFESSIONAL SERVICES	-		-
BUILDING REPAIR & MAINTENANCE - 1ST STREET GARAGE	-	7,650	7,650
BUILDING REPAIR & MAINTENANCE - CUMBERLAND GARAGE	1,864	1,968	105
BUILDING REPAIR & MAINTENANCE - TRANSIT GARAGE		8,306	
OTHER REPAIR & MAINTENANCE	2,267	6,382	4,114
OTHER EQUIPMENT PURCHASES	-	-	-
INTEREST - OTHER DEBT	-		-
OTHER	-		-
MACHINERY & EQUIPMENT	-	15,995	15,995
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	<u>113,321</u>	<u>245,395</u>	<u>123,768</u>
OPERATING PROFIT/(LOSS)	116,530	(75,823)	(184,048)
			-
AMORTIZATION EXPENSE	-	-	
DEPRECIATION EXPENSE	28,333	28,333	-
NET PROFIT/(LOSS) AFTER DEPRECIATION:	<u><u>88,197</u></u>	<u><u>(104,156)</u></u>	<u><u>(184,048)</u></u>
PARKING FUND BALANCE		1,202,708	



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.

CITY OF CLARKSVILLE
PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON

	FY2023 8/1/2022 8/31/2022	FY2024 8/1/2023 8/31/2023	FY2025 8/1/2024 8/31/2024	FY2026 8/1/2025 8/31/2025
REVENUES:				
PARKING METER FINES - TICKETS	\$ 3,065.35	\$ 8,369.00	\$ 14,756.00	\$ 6,558.00
INVESTMENT EARNINGS	499.51	1,406.67	1,489.46	1,263.15
PARKING METER MONEY - DOWNTOWN	10,092.57	8,643.53	8,024.33	3,834.67
PARKING METER MONEY - DOWNTOWN PARKMOBILE	8,859.35	10,293.40	10,874.10	4,244.35
ROXY LOT	1,000.00	-	-	-
1ST STREET PARKING GARAGE - LEASED SPACES	-	-	-	8,138.23
1ST STREET PARKING GARAGE - PARKMOBILE	-	-	-	1,395.00
CONTRACTED SPACES - DOWNTOWN LOTS	5,860.75	5,724.00	2,824.00	2,518.00
OBSTRUCTION PERMITS	-	-	-	120.00
GARAGES - LEASED SPACES - TRANSIT	715.00	880.00	2,480.50	-
CUMBERLAND PLAZA LEASED SPACES	1,035.00	1,440.00	3,547.75	-
CUMBERLAND PLAZA METER MONEY	7,709.25	5,889.15	5,979.87	615.95
CUMBERLAND PLAZA METER MONEY - PARKMOBILE	4,089.30	3,744.65	5,553.95	6,536.00
MISCELLANEOUS	1.60	4.26	22.22	8.30
TRANSFER IN FROM GENERAL FUND				
	<u>42,927.68</u>	<u>46,394.66</u>	<u>55,552.18</u>	<u>35,231.65</u>
EXPENSES:				
SALARIES & WAGES	10,625.23	11,530.36	18,396.93	21,730.12
OPERATING	7,038.16	7,008.89	22,762.75	9,063.20
BUILDING REPAIR & MAINTENANCE - 1ST STREET GARAGE	406.90	421.14	435.88	1,800.00
BUILDING REPAIR & MAINTENANCE - CUMBERLAND GARAGE				462.03
BUILDING REPAIR & MAINTENANCE - TRANSIT GARAGE				
OTHER REPAIR & MAINTENANCE	1,282.30	69.52	390.97	827.95
OTHER EQUIPMENT PURCHASES	-	-	-	-
INTEREST - OTHER DEBT	-	-	-	-
OTHER	-	-	-	-
IMPROVEMENTS (NON-BUILDINGS)	-	-	-	-
	<u>19,352.59</u>	<u>19,029.91</u>	<u>41,986.53</u>	<u>33,883.30</u>
OPERATING INCOME/(LOSS)	23,575.09	27,364.75	13,565.65	1,348.35
AMORTIZATION EXPENSE	-			
DEPRECIATION EXPENSE	<u>7,916.67</u>	<u>7,083.33</u>	<u>7,083.33</u>	<u>7,083.33</u>
NET PROFIT/(LOSS):	<u>\$ 15,658.42</u>	<u>\$ 20,281.42</u>	<u>\$ 6,482.32</u>	<u>\$ (5,734.98)</u>

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

	July 1, 2024 August 31, 2024	July 1, 2025 August 31, 2025	Increase (Decrease)
REVENUES:			
PARKING METER FINES - TICKETS	27,104	17,023	(10,081)
INVESTMENT EARNINGS	2,989	2,525	(464)
PARKING METER MONEY - DOWNTOWN	14,634	10,346	(4,288)
PARKING METER MONEY - DOWNTOWN PARKMOBILE	20,803	15,004	(5,799)
1ST STREET PARKING GARAGE - LEASED SPACES	-	8,138	8,138
1ST STREET PARKING GARAGE - PARKMOBILE	-	1,395	1,395
CONTRACTED SPACES - DOWNTOWN LOTS	18,936	17,130	(1,806)
OBSTRUCTION PERMITS	60	150	90
GARAGES - LEASED SPACES - TRANSIT	4,961	-	(4,961)
CUMBERLAND PLAZA LEASED SPACES	15,962	13,164	(2,798)
CUMBERLAND PLAZA METER MONEY	10,616	1,235	(9,381)
CUMBERLAND PLAZA METER MONEY - PARKMOBILE	11,482	13,441	1,959
MISCELLANEOUS	29	18	(10)
Includes additional hang tags, CityCourt/Pcard Rebate/other rental			-
TRANSFER IN FROM GENERAL FUND	-		-
	127,576	99,570	(28,005)
 EXPENSES:			
SALARIES & WAGES	30,053	35,042	4,989
OPERATING	24,961	105,762	80,801
OTHER PROFESSIONAL SERVICES	-		-
BUILDING REPAIR & MAINTENANCE - 1ST STREET GARAGE	872	3,600	2,728
BUILDING REPAIR & MAINTENANCE - CUMBERLAND GARAGE		924	
BUILDING REPAIR & MAINTENANCE - TRANSIT GARAGE			
OTHER REPAIR & MAINENANCE	601	4,796	4,194
OTHER EQUIPMENT PURCHASES	-	-	-
INTEREST - OTHER DEBT	-		-
OTHER	-		-
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	56,486	150,123	92,713
 OPERATING PROFIT/(LOSS)	71,089	(50,553)	(120,718)
			-
AMORTIZATION EXPENSE	-	-	
DEPRECIATION EXPENSE	14,167	14,167	-
 NET PROFIT/(LOSS) AFTER DEPRECIATION:	56,922	(64,719)	(120,718)
 PARKING FUND BALANCE		 1,202,708	