



City of Clarksville Parking Commission

February 17, 2026 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 3:08PM.

2. Announce Members in Attendance (verify quorum)

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

3. Public Comment

(allows 3 persons; 5 minutes each)

Elizabeth Cain, a Montgomery County employee, voiced her concerns about parking on the 5th floor of the 1st Street parking garage. Ms. Cain spoke about the distance, lighting, and safety of the garage. Leon, the downtown business owner of Dapper Den, voiced his concerns about signage. Mr. Leon expressed how many customers from his shop are unaware of the parking garages and requested more signage that clearly directs visitors to the garage.

4. Approval of Minutes

Mary Cooper motioned to approve the January 20, 2026 minutes. Councilperson Joe Shakeenab seconded, and the minutes were approved.

5. Department Reports

A. Management Report

Michael Palmore presented the management report. Mr. Palmore highlighted an increase of voided tickets due to the cancellation of January's Parking Commission meeting. Mr. Palmore also updated the Commission on the completion of the Transit Garage, which will be renamed to the "Franklin Street Garage" on the ParkMobile app. New stickers will be added to the meters to better assist parkers with payments on ParkMobile.

B. Financial Report

Mr. Palmore presented the financial report. Mr. Palmore gave an overview of the cost of the EV stations that the Parking Commission assumes. In addition,

an overview of the fund balance since the implementation of 2-hour free street parking was given.

6. New Business

A. Parking Garage Financial discussion

The Parking Commission has the responsibility of paying the debt for the parking garages. Mr. Palmore emphasized how funds should be carefully reviewed before making any decisions to avoid further depletion of the parking fund. The Commission took some time to discuss future projects, and what the estimated cost could be. The Commission also took a few moments to review and discuss current expenses.

B. Arm Gates

The feasibility, cost, and benefits of the arm gates were discussed. The arm gates would eliminate the need for ticketing in the garages and would save money on supplies and equipment. While the arm gates may carry a heavy total cost, the Commission believes it will be an investment that will benefit parking. The arm gates will be further discussed.

7. Old Business

A. Violation Rates

The discussion of violation rates was brought to the Commission, due to the item being tabled for further discussion from a previous Parking Commission meeting. The Commission members reached a decision regarding the rate of overtime payment citations. Mary Cooper motioned to reduce the overtime parking citation from \$20 to \$10, effective March 1, 2026. Mr. Shakeenab seconded, and the motion was passed.

8. Parking Commission Comments

The Parking Commission members discussed options in response to Leon from Dapper Den Barbershop requesting more signage to clearly indicate the location of parking garages. The members also discussed parking options for Elizabeth Cain who voiced her concerns about her company's parking location. Chairperson Schaffner also emphasized how important it is to fill the final seat on the Parking Commission board. Ms. Schaffner also reiterated how important it is for current members to serve on the board to the best of their availability, highlighting the importance of attendance.

9. Voiding Requests

No Action:

200-026-215

200-026-279

200-026-296

200-026-332

200-026-288

Void:

200-026-212

200-026-220

200-026-226
200-026-234
200-026-320
200-026-333
200-026-349
200-026-350
200-026-359
200-026-363
200-026-260
200-026-270
200-026-276
200-026-272

10. Adjournment

Chairperson Melissa Schaffner motioned to adjourn. Mary Cooper seconded, and the meeting adjourned at 5:00PM.