



PARKING COMMISSION AGENDA

DATE: February 18, 2020
LOCATION: City Hall Conference Room
City Hall, 1 Public Square

TIME: 3:00 P.M.

I. CALL TO ORDER

II. ANNOUNCE MEMBERS IN ATTENDANCE (VERIFY QUORUM)

- Allen Senseney
- Morgan Knight
- Carol Clark
- Ryan Bowie
- Councilman Travis Holleman

**III. ADOPTION OF MINUTES: December 17th, 2019/January 7, 2020 (no quorum)
January 21, 2020**

IV. GUEST(S):

1. Public Comments (limit 5 minutes each)

V. DEPARTMENT REPORTS

1. Financial Report
2. Smart Meter Report

VI. NEW BUSINESS

VII. OLD BUSINESS

VIII. MISCELLANEOUS DISCUSSION

IX. VOIDING REQUESTS

X. ADJOURNMENT



PARKING COMMISSION MINUTES

DATE: January 21, 2020

**MEETING LOCATION: 4th FLOOR MAYOR'S CONFERENCE ROOM
CITY HALL, 1 PUBLIC SQUARE
CLARKSVILLE, TN. 37040**

I. CALL TO ORDER/QUORUM CHECK

The meeting was called to order by Allen Senseney at 3:01 p.m. Members present were Carol Clark and Ryan Bowie; Travis Holleman and Morgan Knight arrived after meeting was called to order.

II. ADOPTION OF MINUTES: November 19, 2019

Mr. Holleman made a motion to adopt the minutes; Mr. Bowie seconded; all members present voted in favor.

III. GUEST(S)

Mayor Joe Pitts

IV. DEPARTMENT REPORT

Financial Report: The financial report was provided by Regina Hampton through July 1-2019 to December 31st, 2019. Compared to last year, our revenues in total are up \$8000 YTD. This increase is coming out of the Cumberland Plaza Meter Money. Our expenses are down \$657—you'll see an increase in other repair and maintenance. We purchased 30 in ground sensors to replace some malfunctioning ones in the field. In total including depreciation expense—we are \$6524 to the good and we have a fund balance of \$484,000. Mrs. Matta explained that this fund balance is an audited fund balance—not an estimate. Looking at month to date numbers—compared to last year for the month of December—we are considerably up in our fines/ticket collection and up about \$6000 overall. Our expenses are up about \$4000. We have a net profit for the month of December of \$7493 including depreciation.

Smart Meter Report: Mrs. Hampton reported that she would provide an accurate report to the Commission once speaking with the technician.

V. NEW BUSINESS

Parking Solutions—Mayor Pitts provided an update on where we are with a future parking solution. We've been working with TRC—a parking company who has been exploring the option of a new parking garage either on the City Hall parking lot or working with Mr. Hand on his property. They met last week and was very productive—many details to still be worked out. Part of the proposal that we were still looking at was the management function of parking for downtown. Premier Parking came to the table with TRC—we've discussed rates—making sure that we keep rates the same and remain a good neighbor to Austin Peay. They would bring a lot of new technology and management to the table. We are ready to bring them in as a consultant while the details for the garage is being worked out. Premier would provide a manager and technology—not really change the face of Parking. It would be a month to month arrangement and help us get a better hold of management of Parking.

It also gives us an opportunity to see how they work—hopefully make us more efficient and be more user friendly.

Mrs. Clark asked how this arrangement would impact current Parking staff—Mayor Pitts responded that it would not impact anyone’s job—we would continue to employ everyone currently on staff. This person would be overseeing and managing. We would continue to employ our people. Mr. Bowie asked if we would still be looking for a full time director—this person would act as our full time manager. Mr. Bowie also asked about valet parking—it could benefit downtown with the location of the new parking structure. Mayor Pitts asked if this was a private solution or something the City would head up. It was discussed that the Commission would partner with a company to offer the service. Mr. Bowie suggests that is something we need now—maybe loading zones could become valet parking. Mrs. Matta is going to discuss the option with Premier Parking. Mrs. Clark asked who would be paying for the service—typically it falls with the business. We are hoping to move forward with this soon—but we are working through the details.

VI. OLD BUSINESS

VII. MISCELLANEOUS DISCUSSION

Mrs. Hampton informed the Commission that due to no quorum—the tickets on December’s agenda were voided with the exception of one.

VIII. VOIDING REQUESTS

No action taken on:

170108170, 170304799, 170108168, 170304787, 170304980, 501980, 501989, 500514,
170108211, 170304552

Voided:

170304728

Tabled:

170304955

IX. ADJOURNMENT—The meeting was adjourned at 3:38 pm.