



## **PARKING COMMISSION AGENDA**

**DATE: February 21, 2023**

**MEETING LOCATION: CITY HALL MAYOR'S CONFERENCE ROOM  
ONE PUBLIC SQUARE  
CLARKSVILLE, TN 37040**

**TIME: 3:00 P.M.**

**I. CALL TO ORDER**

**II. ANNOUNCE MEMBERS IN ATTENDANCE (VERIFY QUORUM)**

- **Andrea Herrera**
- **Andy Kean**
- **Melissa Schafner**
- **Councilperson Joe Shakeenab**
- **David Shelton**

**III. PUBLIC COMMENTS (limit 5 minutes each)**

**IV. ADOPTION OF MINUTES: January 17, 2023**

**V. DEPARTMENT REPORTS**

- 1. Management Report**
  - a. Ballparc Financials**
  - b. ParkMobile Financials**
  - c. Parking Manager Voids**
  - d. Parking Garage Update**
  - e. Parking Timeline - Desman**
  - f. Social Media/Video Update**
- 2. Financial Report**

**VI. NEW BUSINESS**

- 1. Vote for New Chairperson**
- 2. 15 Minute/Short Term Parking and Signage**
- 3. Tita Boba 15 Minute Parking**

**VII. OLD BUSINESS**

- 1. Elected Officials - Parking Policy**
- 2. Yearly Parking Passes**

**VIII. PARKING COMMISSION COMMENTS**

**IX. VOIDING REQUESTS**

**X. ADJOURNMENT**

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

	<u>July 1, 2021</u> <u>January 31, 2022</u>	<u>July 1, 2022</u> <u>January 31, 2023</u>	<u>Increase</u> <u>(Decrease)</u>
<b>REVENUES:</b>			
PARKING METER FINES - TICKETS	41,668	34,618	(7,050)
INVESTMENT EARNINGS	51	5,212	5,161
INTEREST			-
PARKING METER MONEY - DOWNTOWN	88,879	113,620	24,740
RESIDENTIAL			-
MAIN ST LOT	2,425		(2,425)
ROXY LOT	5,953	4,934	(1,018)
TRINITY LOT			-
FRANKLIN STREET LOT	540		(540)
LEASED SPACES	27,065	82,206	55,141
CONSTRUCTION PERMITS	440	160	(280)
APPLICATION FEE	60	30	(30)
GARAGES - LEASED SPACES - TRANSIT	9,460	4,565	(4,895)
CUMBERLAND PLAZA LEASED SPACES	(422)	5,523	5,945
CUMBERLAND PLAZA METER MONEY	50,368	62,691	12,323
MISCELLANEOUS	586	8	(578)
Includes additional hang tags, CityCourt/Pcard Rebate/other rental			-
TRANSFER IN FROM GENERAL FUND	-		-
	<u>227,072</u>	<u>313,567</u>	<u>86,495</u>
<b>EXPENSES:</b>			
SALARIES & WAGES	39,007	69,339	30,332
OPERATING	47,893	46,587	(1,307)
OTHER PROFESSIONAL SERVICES	78,000		(78,000)
BUILDING REPAIR & MAINTENANCE	4,736	3,107	(1,629)
OTHER REPAIR & MAINTENANCE	11,695	5,189	(6,506)
OTHER EQUIPMENT PURCHASES	-		-
INTEREST - OTHER DEBT	-		-
OTHER	3,377		(3,377)
IMPROVEMENTS (NON-BUILDINGS)	-	-	-
AMORTIZATION EXPENSE	-	-	-
	<u>184,709</u>	<u>124,222</u>	<u>(60,488)</u>
<b>OPERATING PROFIT/(LOSS)</b>	<b>42,363</b>	<b>189,345</b>	<b>146,982</b>
AMORTIZATION EXPENSE	-	-	-
DEPRECIATION EXPENSE	51,582	55,417	3,835
<b>NET PROFIT/(LOSS) AFTER DEPRECIATION:</b>	<b><u>(9,218)</u></b>	<b><u>133,929</u></b>	<b><u>143,147</u></b>
<b>PARKING FUND BALANCE</b>		<b>649,228</b>	

**CITY OF CLARKSVILLE  
PARKING COMMISSION REVENUE & EXPENDITURE COMPARISON**

	<b>FY2020 1/1/2020 1/31/2020</b>	<b>FY2021 1/1/2021 1/31/2021</b>	<b>FY2022 1/1/2022 1/31/2022</b>	<b>FY2023 1/1/2023 1/31/2023</b>
<b>REVENUES:</b>				
PARKING METER FINES - TICKETS	\$ 10,960.00	\$ 6,285.97	\$ 2,601.00	\$ 6,488.00
INVESTMENT EARNINGS	430.78	35.92	10.27	1,107.80
PARKING METER MONEY - DOWNTOWN	8,489.89	10,084.51	10,766.17	19,631.23
RESIDENTIAL PARKING - DOWNTOWN	30.00	-	-	-
THIRD & MAIN STREET LOT - F&M		25.00	25.00	-
ROXY LOT	3,000.99	3,047.50	800.00	880.00
FRANKLIN STREET LOT				-
TRINITY LOT		-	-	14,954.81
LEASED SPACES	6,338.00	6,536.50	10,929.83	
CONSTRUCTION PERMITS	100.00			
RENTAL APPLICATION FEES	30.00			-
GARAGES - LEASED SPACES - TRANSIT	792.75	680.00	2,657.00	990.00
CUMBERLAND PLAZA LEASED SPACES	7,313.22	7,081.00	1,530.00	977.91
CUMBERLAND PLAZA METER MONEY	13,884.45	6,433.26	4,875.25	9,478.75
MISCELLANEOUS	117.06	38.24	2.78	0.74
TRANSFER IN FROM GENERAL FUND		-	-	-
	51,487.14	40,247.90	34,197.30	54,509.24
<b>EXPENSES:</b>				
SALARIES & WAGES	11,369.76	10,048.78	15,055.59	12,024.43
OPERATING	7,165.17	7,141.96	5,889.24	6,219.28
OTHER PROFESSIONAL SERVICES		12,000.00	18,000.00	-
BUILDING REPAIR & MAINTENANCE	363.39	513.98	796.26	421.14
OTHER REPAIR & MAINTENANCE	2,701.31	495.48	1,994.40	1,471.66
OTHER EQUIPMENT PURCHASES		-	-	-
INTEREST - OTHER DEBT	-	-	-	-
OTHER		-	-	-
IMPROVEMENTS (NON-BUILDINGS)		-	-	-
	21,599.63	30,200.20	41,735.49	20,136.51
<b>OPERATING INCOME/(LOSS)</b>	29,887.51	10,047.70	(7,538.19)	34,372.73
AMORTIZATION EXPENSE	-			
DEPRECIATION EXPENSE	7,368.83	7,368.83	7,368.83	7,916.66
<b>NET PROFIT/(LOSS):</b>	<b>\$ 22,518.68</b>	<b>\$ 2,678.87</b>	<b>\$ (14,907.02)</b>	<b>\$ 26,456.07</b>



## **PARKING COMMISSION MINUTES**

**DATE: January 17, 2022**

**MEETING LOCATION: CITY HALL MAYOR'S CONFERENCE ROOM  
ONE PUBLIC SQUARE  
CLARKSVILLE, TN 37040**

### **I CALL TO ORDER**

The meeting was called to order by David Shelton at 12:41 p.m.

### **II QUORUM CHECK**

Additional members present were Adrea Herrera, Andy Kean and Joe Shakeenab

### **III ADOPTION OF MINUTES:**

Mr. Shakeenab made a motion to approve the minutes, Ms. Herrera seconded. The minutes from January 17, 2023 were adopted.

### **IV GUEST(S)**

David Harper, Montgomery County Commissioner - Requests to go back to hang tags for County Commissioners.

### **V DEPARTMENT REPORTS**

#### **Manager's Report**

Michael Palmore, Parking Manager, presented the Ballparc and ParkMobile financials (attached).

Mr. Palmore also presented the Parking Manager Voids for the month of December (attached) which were in addition to the 34 that were voided in the "Leaf on Chronicle" zone.

**Parking Garage Update:** Mr. Palmore reported that final budget numbers should be available at the end of the month and then we will start approving design. We are planning to break ground in February.

**Parking Timeline:** The hope is to have a parking consultant in place by the end of the month. F&M Arena will have a soft opening in March with 500-1000 people, which will operate as a true event for Parking, Fire, and Police. Then larger events are starting in May of this year.

**Social Media/Video Update:** A few ideas in the queue for Facebook posts are information about the C-Lot and roof deck. If Commissioners have any additional ideas, please email Mr. Palmore.