



## **PARKING COMMISSION WORKSHOP MINUTES**

**DATE:** February 24, 2022, 3:00 p.m.

**MEETING LOCATION:** MAYOR'S CONFERENCE ROOM, 4TH FLOOR  
1 PUBLIC SQUARE  
CLARKSVILLE, TN 37040

**Parking Commission members present were Ryan Bowie, Andy Kean and David Shelton**

**Andy Kean made a motion to accept the Minutes from the February 15th meeting, Ryan Bowie seconded and the motion carried.**

### **DISCUSSION**

**Ryan Bowie recognized Jeff Robinson. Mr. Robinson stated that parking is the lifeblood of any brick-and-mortar business. Business owners rely on the government to regulate parking. He advised taking plenty of time and getting input from a variety of sources before making changes to fees, fines, or rates.**

**Lance Baker, City Attorney, explained that a prior administration made the decision to restrict the authority of the new Parking Commission so they would not be involved in making management type decisions and their role would be limited to establishing parking regulations, setting rates, and dealing with ticket appeals.**

**Mr. Baker gave Commission members copies of the Advisory Board and Commission Training and Orientation Manual as well as the City Code that pertains to the Clarksville Parking Commission as well as parking regulations that have been adopted by either this Parking Commission or prior Parking Commissions or Parking Authority. He advised that Commission Members read the entire documents. In the Parking Commission handout, he highlighted Section 1-1907, 1-1910, Appendix A. Next, he covered the City Code of Ethics and Conflict of Interest document, highlighting section 12-4-101, 12-4-101B, 12-4-102, 6-54-107, state law The City Private Act Charter, Article 6 Section 10 establishing an Ethics Commission, 1-601, 1602, 1-603, 1-604, 1-605, 1-606, 1-607. He discussed the Open Meetings Act emphasizing that you can only discuss, deliberate, and make decisions toward parking policy in publicly noticed meetings in public. Having communication about meeting dates in private are okay.**

**Mr. Baker gave an overview of the ParkMobile contract. Laurie Matta, CFO, pointed out that this contract was the result of management decisions outside the scope of the Parking Commission, although the Commission was made aware of the contract in August and September of 2021.**

**Ms. Matta moved on to a financial overview for Parking. The Parking Commission, by City Code and accounting rules, is an Enterprise Fund which operates as a for-profit business, and assets only hit the financial statements through depreciation. The City can issue debt on behalf of the Parking Commission, but the Commission is responsible for reimbursing the city. The Commission is responsible for setting rates appropriately to recover the payments for assets. Ms. Matta stated that it is critically important for the Commission to understand this because the Parking Fund has had a loss from 2014 - present, except for 2019 when there wasn't a Parking Manager. She mentioned that if the Commission had followed the recommendations of studies that were done, such as the Desmond Study in 2010, we would not be in the position we are in. She said that she had advised against offering the First Hour Free, which was supposed to cause downtown sales to skyrocket, but it did not have the impact it was supposed to have. She stated that these issues were created before any of the current members were on the Parking Commission. Mr. Kean observed that the Commission must now fix a problem they did not create. Mr. Baker presented another option where the City Council could make the decision to have the general taxpayer subsidize Parking. Ms. Matta agreed this is possible but pointed out that it is a political decision that may not be popular with people who never come downtown or people who own businesses elsewhere and pay for their own parking.**

**Mr. Palmore presented 3 options for street parking:**

- 1. Status Quo - put the IPS meters back up and offer the option to pay at the meter (coins or credit card) or use ParkMobile.**
- 2. Bring back analog meters and offer the option to use coins at the meter or use ParkMobile.**
- 3. Offer on-street parking for free (Lots and Garages would use kiosks or ParkMobile)**

**Mr. Hilborn suggested keeping the IPS meters that have been upgraded and putting the analog meters where we don't have them now.**

**Mr. Bowie requested a public input session prior to making a decision about street parking. Mr. Palmore also suggested a financial workshop prior to deciding and the workshop was set for March 2 at 9:00 am.**