



PARKING COMMISSION SPECIAL SESSION MINUTES

DATE: March 21, 2022

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

I CALL TO ORDER/QUORUM CHECK

The meeting was called to order by Ryan Bowie at 10:00 a.m.

Members present were Andrea Herrera, David Shelton, Andy Kean and Councilperson Smith

II PUBLIC COMMENTS (limit 5 minutes each)

No guest comments were made.

III MANAGER'S REPORT

1. Implementation

a. Analogs

Michael Palmore, Parking Manager, reported that we have located 240 analog meters, and there are possibly 50 more in another location. We will need to rent a device to program them to the rates set in place by the Commission.

b. Signage: ParkMobile and Meters

Mr. Bowie mentioned that when we had signage on every other meter, some people contested their tickets as they had not seen the signs. Mr. Palmore will have proofs made for signage to go on every meter.

c. ParkMobile

ParkMobile will be turned on at the same time that the analogs meters are implemented and ready for use.

IV NEW BUSINESS

1. Downtown Parking Rates

Mr. Bowie moved to table the discussion of rates to a Special Called Session. Mr. Shelton seconded, all were in favor and the motion passed.

a. ParkMobile Rates

b. Meter Rates

c. Convenience Fees

2. Duplicate Hang Tags

a. Monthly Rate

Mr. Bowie made a motion to tie duplicate hang tags to the Monthly Parking Discount Tiers, with the option to buy up to 5 duplicate hang tags at the first tier, 10 duplicate hang tags at the second tier, and 15 duplicate hang tags at the third tier, with each duplicate hang tag at \$5 per month. Mr. Kean seconded, all were in favor and the motion passed.

b. Violation Rate

Mr. Bowie made a motion to set a fine of \$40 for the misuse of duplicate hang tags, plus suspension of the duplicate tag for one year. Mr. Shelton seconded, all were in favor and the motion passed.

3. Parking Study

a. Define Stakeholders

Mr. Bowie made a motion to convene a group of stakeholders, suggesting representatives of the city government, county governments, the F&M Arena, retail merchants, restaurants, residents, etc. to define the scope of the study. Mr. Kean felt that this might be duplicating efforts and that the consultants conducting the study would reach out to the stakeholders. Mr. Palmore suggested that we start with the parameters of the previous study, add the considerations that are new, and give the consultants a list of people to contact. Mr. Bowie made a motion to table the Parking Study discussion until the April meeting. Councilperson Smith seconded, all were in favor and the motion passed.

III PARKING COMMISSIONER COMMENTS

No Parking Commissioner comments were made.

III ADJOURNMENT

Mr. Bowie made a motion to adjourn, Councilperson Smith seconded, and the meeting was adjourned at 4:10 pm.