



**CITY OF POMONA
VEHICLE PARKING DISTRICT
BOARD OF PARKING PLACE COMMISSIONERS
STAFF REPORT**

January 9th, 2025

Agenda Item No.01-09-03

To: Vehicle Parking District Board of Parking Place Commissioners

From: Kirk Pelsler, Economic Development Director *Pelsler*

Submitted By: Joaquin Wong, Sr. Project Manager

**SUBJECT: RATIFY THE SALE OF SIX (6) NEW PARKING PERMITS ISSUED
IN THE MONTHS OF NOVEMBER AND FIRST PART OF
DECEMBER 2024**

RECOMMENDATION:

That the Board of Parking Place Commissioners approve the above subject action.

EXECUTIVE SUMMARY:

To not delay the sale of VPD parking permits the VPD Commission authorized staff to sell new permits to qualified applicants at the time they apply and pay for the permits. The Commission's action ratifies the sales of these permits.

FISCAL IMPACT:

The VPD received a total of \$295 for the sale of six (6) new parking permits.

DISCUSSION:

As the sale pertains to public parking (public funds), the VPD Commission must ratify each new parking permit sold. This makes the process transparent and impartial while providing a record of active VPD parking permits. Following are the new permits sold this period.

RESIDENTIAL PARKING PERMITS

1. Jonathon Huizar
2. Joel Gemino
3. Marisela Guzman
4. Antonia Rios

EMPLOYEE PARKING PERMITS

5. Cristian Hernandez

COMMUTER PARKING PERMITS

6. Maha Atiya

The renewing of existing parking permits do not need to be pre-approved by the Commission. The purchases of these permits are reflected in the parking inventory summary sheet (Attachment 1). The sheet indicates the number of parking spaces available in each VPD parking lot, number of permits issued, and number of permit holders that did not renew. Copies of the new parking permit applications are included (Attachment 2). Currently, sufficient parking is available to accommodate the additional permit holders.

Prepared by:

Luma Fakhoury,
Administrative Office Assistant

ATTACHMENTS:

Attachment No. 1 - Parking Lot Permit Inventory Chart

Attachment No. 2 - Copy of New Parking Permit Application

**CITY OF POMONA
VEHICLE PARKING DISTRICT (VPD)
PARKING LOT INVENTORY
1/9/2025**

LOT #	TOTAL NUMBER OF SPACES	ADA SPACES	TOTAL SPACES LEASED OUT	TOTAL NUMBER OF PERMIT NOT RENEWED	TOTAL NUMBER OF RESIDENTIAL SPACES	UTILITY STALL LOADING, TRASH, etc.	SPACES AVAILABLE IN PARKING LOT FOR LEASE (Includes Residential spaces)	PERMITS & SPACES		
								Lot Specific Permit	Employee Permit	Commuter Leases
Lot 1	158	6	82	0	N/A	0	70	75	7	N/A
Lot 2	40	2	0	0	N/A	0	38	0	0	N/A
Lot 3	72	3	0	0	34	0	35	0	0	N/A
Lot 4	52	3	0	0	N/A	0	49	0	0	N/A
Lot 5	35	2	0	0	N/A	0	33	0	0	N/A
Lot 6	103	6	0	0	N/A	0	97	0	0	N/A
Lot 7	114	5	43	4	20	0	69	48	3	N/A
Lot 8	54	3	5	0	N/A	0	46	0	5	N/A
Lot 9	53	2	33	5	13	0	18	33	0	N/A
Lot 10	155	3	5	0	15	0	146	0	0	5
Lot 11	48	2	6	0	11	0	39	0	7	N/A
Lot 12	187	6	0	0	18	2	181	0	0	N/A
Lot 13 *	27	2	0	0	N/A	0	0	0	0	N/A
Lot 14 *	55	2	0	0	N/A	0	0	0	0	N/A
Lot 15	93	3	1	0	N/A	0	89	0	0	N/A
Lot 17	195	0	195	0	N/A	1	0	195	N/A	N/A
Lot 18	7	1	7	0	N/A	0	0	7	N/A	N/A
Lot 19	92	4	92	0	N/A	0	0	92	N/A	N/A
Lot 20	90	3	90	0	N/A	0	0	90	N/A	N/A
Lot 21	46	4	46	0	N/A	0	0	46	N/A	N/A
Lot 23	112	5	112	0	N/A	0	0	112	N/A	N/A
Lot 24	156	9	156	0	N/A	0	0	156	N/A	N/A
Lot 25**	89	4	89	0	N/A	0	0	89	N/A	N/A
Lot 26 T	191	0	191	0	N/A	0	0	191	N/A	N/A
Daumier Lot 22	88	0	88	0	N/A	0	0	88	N/A	N/A
TOTAL	2,312	80	1,241	9	111	3	910	1,222	22	5

WESTERN UNIVERSITY

PERMIT	Available to Lease	Total # Purchased	Total # of Permit Not Renewed	Total # Permits Remaining
Western University	N/A	889	0	N/A
Helix ** (Sub-let Western University)	0	89	0	0
Daumier Lot 22	0	88	0	0
Residential	N/A	60	40	N/A
All Lot Non-Specific	N/A	0	1	N/A
24-Hour Super Pass	100	0	0	100
Commuter	60	5	0	55

*	GRANDFATHERED PARKING LEASE(S) NO NEW PERMITS ALLOWED
**	LEASED BY VIRTU INVESTMENTS LLC (HELIX) / SUB-LET WESTERN UNIVERSITY
N/A	NOT APPLICABLE
	LOT 22 LEAST TO PROVIDANT GROUP FOR WESTERN- UNIVERSITY STUDENT TENANT PARKING
	PORTION OF LOT 15 IS LEASTED TO WESTERN UNIVERSITY (60 SPACES)
	WESTERN UNIVERSITY LOTS 17- 21 & 23, 24, 26T, LOT 25 (SUB-LET FROM HELIX)
	All ADA PARKING FREE

THE CITY OF
POMONA
Vehicle Parking District Commission
Residential Permit Request

ATTACHMENT 2



VPD LOTS: 1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12 & 15 (MONDAY-SUNDAY 8AM—8 PM)

RATE OF \$15 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$45 PER QUARTER), UPON APPROVAL

The VEHICLE PARKING DISTRICT / CITY OF POMONA reserves the right to use the permitted premises from time to time for City of Pomona authorized special events. Notice of said use shall be posted 72 hours prior to the events. All active parking permit holders affected by the event may park in any open operating VPD parking lot currently available for permit parking.

APPLICANT INFORMATION

DATE: 11/04/2024
LAST NAME: Hvizar FIRST NAME: Jonathan
CITY OF RESIDENCE: Pomona ZIP CODE: 91760
BUSINESS / INSTITUTION ORGANIZATION: Res
BUSINESS / INSTITUTION ADDRESS: _____
DESIRED LOT NO.: Res NUMBER OF SPACES: 1 ALTERNATE LOT: Res
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: Resident
(i.e. Commuter, Business Owner, Student, Employee, Resident, etc.)
DESIRED DATE TO BEGIN PARKING: 11-11-24 or earliest available
Applicant Signature: _____

PARKING IS AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS AND IS NOT GURANTEED.
ALL LEASE REQUESTS ARE REVIEWED BY THE VPD STAFF FOR APPROVAL AFTER SUBMISSION. ALL APPROVED OR DENIED
LEASE REQUESTS ARE PRESENTED TO THE VPD COMMISSION FOR CONSENT AT THE MONTHLY VPD MEETING HELD ON THE 2ND
THURSDAY OF EACH MONTH AT 6:00 P.M. IN THE POMONA COUNCIL CHAMBER.
PLEASE BE AWARE THAT LEASE RATES ARE NONREFUNDABLE AND NOT PRORATED.

VPD REVIEW DECISION

APPROVAL Recommended
 APPROVED W/ CONDITION Recommended
 DENIED Recommended
 APPROVED
 APPROVED W/ CONDITION
 DENIED

By: _____ Date: 11/12/2024
Signature

By: K. Pean Date: 12/11/24
Signature

Comments for approval/denial: _____

VPD STAFF ONLY	
Num. Of Permits Renewed:	<u>060</u>
Date:	Initial:

Please send all inquiries to Pomona City Hall, Vehicle Parking District at 505 S. Garey Ave., Pomona, CA 91766
Phone: (909) 620-3782 / Fax: (909) 620-3703

**THE CITY OF
POMONA**

**Vehicle Parking District Commission
Residential Permit Request**



VPD LOTS: 1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12 & 15 (MONDAY-SUNDAY 8AM—8 PM)

RATE OF \$15 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$45 PER QUARTER), UPON APPROVAL

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APPLICANT INFORMATION

DATE: 11/25/2024

LAST NAME: GEMINO FIRST NAME: JOEL

CITY OF RESIDENCE: POMONA ZIP CODE: 91766

BUSINESS / INSTITUTION ORGANIZATION: RESIDENTIAL

BUSINESS / INSTITUTION ADDRESS: 252 S. MAIN ST. #301, POMONA CA 91766

DESIRED LOT NO.: 9 NUMBER OF SPACES: 1 ALTERNATE LOT: 11

PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: RESIDENT
(i.e. Commuter, Business Owner, Student, Employee, Resident, etc.)

DESIRED DATE TO BEGIN PARKING: 11/27/2024

Applicant Signature: [Handwritten Signature]

PARKING IS AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS AND IS NOT GURANTEED.
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 LEASE REQUESTS ARE PRESENTED TO THE VPD COMMISSION FOR CONSENT AT THE MONTHLY VPD MEETING HELD ON THE 2ND
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VPD REVIEW DECISION

APPROVAL Recommended

APPROVED W/ CONDITION Recommended

DENIED Recommended

APPROVED

APPROVED W/ CONDITION

DENIED

By: [Signature] Date: 11/25/2024

By: [Signature] Date: 12/10/24

Comments for approval/denial: _____

VPD STAFF ONLY	
Num. Of Permits Renewed:	<u>061</u>
Date: <u>11/25/2024</u>	Initial: <u>[Signature]</u>

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 Phone: (909) 620-3782 / Fax: (909) 620-3703

**THE CITY OF
POMONA**
Vehicle Parking District Commission
Residential Permit Request

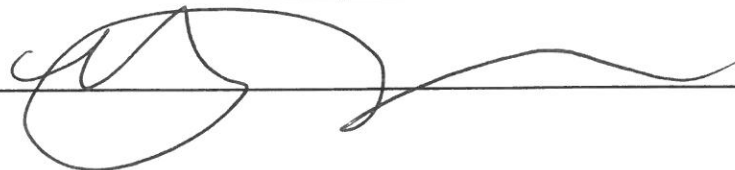


VPD LOTS: 1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12 & 15 (MONDAY-SUNDAY 8AM-8 PM)

RATE OF \$15 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$45 PER QUARTER), UPON APPROVAL

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APPLICANT INFORMATION

DATE: 12/12/24
 LAST NAME: Guzman FIRST NAME: Marisela
 CITY OF RESIDENCE: Pomona ZIP CODE: 91766
 BUSINESS / INSTITUTION ORGANIZATION: _____
 BUSINESS / INSTITUTION ADDRESS: 115 E. 3rd St. Pomona Ca. 91766
 DESIRED LOT NO.: Des NUMBER OF SPACES: 1 ALTERNATE LOT: Des
 PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: Resident
(i.e. Commuter, Business Owner, Student, Employee, Resident, etc.)
 DESIRED DATE TO BEGIN PARKING: 12/12/24
 Applicant Signature: 

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 LEASE REQUESTS ARE PRESENTED TO THE VPD COMMISSION FOR CONSENT AT THE MONTHLY VPD MEETING HELD ON THE 2ND
 THURSDAY OF EACH MONTH AT 6:00 P.M. IN THE POMONA COUNCIL CHAMBER.
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VPD REVIEW DECISION

APPROVAL Recommended
 APPROVED W/ CONDITION Recommended
 DENIED Recommended

By:  Date: 12/03/24
 Signature

APPROVED
 APPROVED W/ CONDITION
 DENIED

By: K. Pagan Date: 12/16/24
 Signature

VPD STAFF ONLY	
Num. Of Permits Renewed:	<u>063</u>
Date: <u>12/24</u>	Initial: <u>[Signature]</u>

Comments for approval/denial: _____

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 Phone: (909) 620-3782 / Fax: (909) 620-3703

**THE CITY OF
POMONA**
Vehicle Parking District Commission
Residential Permit Request



VPD LOTS: 1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12 & 15 (MONDAY-SUNDAY 8AM—8 PM)

RATE OF \$15 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$45 PER QUARTER), UPON APPROVAL

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APPLICANT INFORMATION

DATE: 12/9/24
 LAST NAME: Rios FIRST NAME: Antonia
 CITY OF RESIDENCE: Pomona ZIP CODE: 91766
 BUSINESS / INSTITUTION ORGANIZATION: Mayfair
 BUSINESS / INSTITUTION ADDRESS: 115 E. 2nd st suite #501
 DESIRED LOT NO.: _____ NUMBER OF SPACES: _____ ALTERNATE LOT: _____
 PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: Resident
(i.e. Commuter, Business Owner, Student, Employee, Resident, etc.)
 DESIRED DATE TO BEGIN PARKING: 12/9/2024
 Applicant Signature: Antonia Rios

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 LEASE REQUESTS ARE PRESENTED TO THE VPD COMMISSION FOR CONSENT AT THE MONTHLY VPD MEETING HELD ON THE 2ND
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VPD REVIEW DECISION

APPROVAL Recommended
 APPROVED W/ CONDITION Recommended
 DENIED Recommended

By: [Signature] Date: 12/9/24
 Signature

APPROVED
 APPROVED W/ CONDITION
 DENIED

By: [Signature] Date: 12/10/24
 Signature

VPD STAFF ONLY	
Num. Of Permits Renewed:	
<u>062+073</u>	
Date: <u>12/9/24</u>	Initial: <u>[Initials]</u>

Comments for approval/denial: _____

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 Phone: (909) 620-3782 / Fax: (909) 620-3703

THE CITY OF POMONA



Vehicle Parking District Commission

Employee Permit Request Lot Specific Parking Permit For Downtown Pomona Employees

(MONDAY-SUNDAY 24HR)

Valid in Approved Lot and Lots: 1, 2, 3, 4, 5, 6,7,9,10,12 &15 and (23 & 24 After 8 PM—7AM)

RATE OF \$35 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$105 PER QUARTER), UPON APPROVAL

The VEHICLE PARKING DISTRICT / CITY OF POMONA reserves the right to use the permitted premises from time to time for City of Pomona authorized special events. Notice of said use shall be posted 72 hours prior to the events. All active parking permit holders affected by the event may park in any open operating VPD parking lot currently available for permit parking.

REQUIRED APPLICATION MATERIALS

- You must be a employee within Downtown Pomona in order to qualify
- A copy of the following will be required to be submitted with this application:
 - Proof of Employment (one of the following): Two Current Pay Check Stubs, W-2 Form or Employee Badge
 - Photo I.D.

APPLICANT INFORMATION

DATE: 11 / 26 / 24

LAST NAME: Hernandez FIRST NAME: Cristian

CITY OF RESIDENCE: Anaheim ZIP CODE: 92805

BUSINESS ORGANIZATION: 247 hair studio

BUSINESS ADDRESS: 101 w mission Blvd suite 218 Pomona CA 91766

DESIRED LOT NO.: 8 NUMBER OF SPACES: 1 ALTERNATE LOT: _____

DESIRED DATE TO BEGIN PARKING: 11 / 26 / 24

Applicant Signature: [Signature]

PARKING IS AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS AND IS NOT GURANTEED.
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 PLEASE BE AWARE THAT LEASE RATES ARE NONREFUNDABLE AND NOT PRORATED.

VPD REVIEW DECISION

- APPROVAL Recommended
- APPROVED W/ CONDITION Recommended
- DENIED Recommended

By: [Signature] Date: 12 / 11 / 24
 Signature

- APPROVED
- APPROVED W/ CONDITION
- DENIED

By: [Signature] Date: 12 / 10 / 24
 Signature

VPD STAFF ONLY
 Num. Of Permits Renewed: 1
[Signature]
 Date: 11/26/24 Initials: [Initials]

Comments for approval/denial: _____

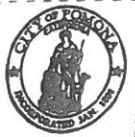
Please send all inquiries to Pomona City Hall, Vehicle Parking District at 505 S. Garey Ave., Pomona, CA 91766 Phone: (909) 620-3782 / Fax: (909) 620-3703

**THE CITY OF
POMONA**

Vehicle Parking District Commission

Commuter Permit Request

(VPD LOT 5, 10 and 12)



RATE OF \$45 PER SPACE EACH MONTH SOLD ON A QUARTERLY BASIS (\$135 PER QUARTER), UPON APPROVAL

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APPLICANT INFORMATION

DATE: 12/3/24

LAST NAME: Atiya FIRST NAME: Maha

CITY OF RESIDENCE: Chino Hills ZIP CODE: 91709

BUSINESS / INSTITUTION ORGANIZATION: City of Los Angeles

BUSINESS / INSTITUTION ADDRESS: 1149 S. Broadway, LA CA

DESIRED LOT NO.: 10, 12, 5 NUMBER OF SPACES: 1 ALTERNATE LOT: _____

PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: to commute to work
(i.e. Commuter, Business Owner, Student, Employee, Resident, etc.)

DESIRED DATE TO BEGIN PARKING: now

Applicant Signature: [Signature]

PARKING IS AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS AND IS NOT GURANTEED.
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PLEASE BE AWARE THAT LEASE RATES ARE NONREFUNDABLE AND NOT PRORATED.

VPD REVIEW DECISION

- APPROVAL Recommended
- APPROVED W/ CONDITION Recommended
- DENIED Recommended

By: [Signature] Date: 12/11/24
Signature

- APPROVED
- APPROVED W/ CONDITION
- DENIED

By: K Pean Date: 12/10/24
Signature

Comments for approval/denial: _____

VPD STAFF ONLY	
Num. Of Permits Renewed:	<u>Comm #5129</u>
Date:	<u>12/3/24</u>
Initial:	<u>[Initials]</u>

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