

**City of Pomona**  
**Regular Meeting Minutes**  
**Vehicle Parking District**  
**Board of Parking Place Commissioners**



*Chairperson Joseph Mladinov III*  
*Vice-Chairperson Glenda Barillas*  
*Commissioner Carolyn Hemming*  
*Commissioner Brian Mundy*  
*Commissioner Alejandra M. Tessier*  
*Commissioner Sergio Cervantes*  
*Commissioner Manuel Vizcarra*

**VISION STATEMENT**

*Pomona will be recognized as a vibrant, safe, beautiful  
community that is a fun and exciting destination and the home of  
arts and artists, students and scholars, business and industry.*

---

Thursday, September 11, 2025

6:00 PM

City of Pomona Council Chambers

---

**CALL TO ORDER**

The meeting of the Vehicle Parking District (VPD) Board of Parking Place Commissioners was called to order by Chairperson Mladinov III at 6:00 p.m.

**PLEDGE OF ALLEGIANCE**

The pledge of allegiance was led by Commissioner Tessier.

**ROLL CALL**

Present: Chairperson Mladinov III  
Vice-Chair Barillas  
Commissioner Hemming  
Commissioner Mundy – Participated via teleconference  
Commissioner Tessier  
Commissioner Cervantes  
Commissioner Vizcarra

Absent:

**PUBLIC COMMENT**

None.

**COMMISSIONER COMMUNICATION**

Commissioner Vizcarra reported concerns regarding unauthorized placement of cones to reserve parking spaces in Lots 12 and 10. The Pomona Police Department (PD) is aware of the situation. In Lot 10, the cones are reportedly being placed by the owner of Cosmo's. In Lots 6 and 7, and 11,

PD has received reports about individuals wearing vests and charging cash to park. Chair Mladinov added that when PD sees coned-off spaces, they will confiscate the cones.

Commissioner Tessier invited everyone to attend Dodger game viewings at the Fox Theater, noting that food and beverages would be available for purchase.

Commissioner Cervantes reported witnessing a traffic accident in Lot 10 and suggested installing a pedestrian yield sign on First Street to enhance safety.

Commissioner Mundy thanked City Staff and fellow Commissioners for allowing him to attend the meeting remotely. He noted that K-rails near Mi Havana are currently blocking parking spaces but were installed to help businesses during COVID-19 closures. Commissioner Hemming added that K-rails remain in front of a restaurant on Thomas and 3<sup>rd</sup>. Commissioner Vizcarra also noted there is a K-rail near Cosmo's, by the fountain.

### **CONSENT CALENDAR**

***Motion by Commissioner Hemming, Second by Vice Chair Barillas, carried 7-0, to approve items 1-4 on the Consent Calendar.***

1. Approval of the August 14, 2025 Vehicle Parking District Board of Parking Place Commissioners Regular Meeting Minutes
2. Approval of the Vehicle Parking District Revenue and Expenditure Report for August 2025
3. Ratification of New Vehicle Parking Permits (No Parking Permits Have Been Issued in August 2025)
4. Receive and File the Vehicle Parking District Board of Parking Place Commissioners Attendance Report through August 2025

### **DISCUSSION CALENDAR**

5. Discuss the Deferred Maintenance and Ongoing Needs for the Vehicle Parking District (VPD) Lots

Chair Mladinov inquired about the budget allocated for the maintenance of the VPD Lots. Senior Management Analyst Lindsay McElwain reported that the account line item Parking Lot Maintenance contains \$30,000, but approximately half is utilized for Flowbird meter repairs, leaving around \$15,000 available for maintenance. She also noted there is funding in account line item Controllable Contracts, which would allow the City to contract services such as restriping or repaving.

Chair Mladinov then inquired how much funding from the canceled parking garage project was released for other VPD projects. Public Works Director Meg McWade advised that the parking garage funding came from bond proceeds, not VPD funds, and that future use would be considered after potential projects are identified in a strategic plan and appropriate by City Council. Chair Mladinov requested that the Commission be made

aware when this item is brought before Council for consideration.

Chair Mladinov also requested a status update on where Staff is with the transition from parking machines to QR codes. Ms. McElwain confirmed that all the parking meters currently have QR codes and that quarterly permits can now be processed online. Staff is evaluating other options to phase out the physical meter machines due to ongoing issues. Commissioner Cervantes noted a limitation with the Flowbird app, which does not allow permits to be purchased before 8:00 am.

Chair Mladinov emphasized the importance of pre-maintenance work, such as crack filling and level, to extend the life of restriping investments. Commissioner Mundy reported that in some spaces, tree roots are lifting pavement, and he considers those repairs urgent to address.

The Commission agreed to prioritize signage, followed by restriping of Lots 12, 6, 7, and 14.

**6. Discuss the Vehicle Parking District (VPD) ADA Project Updates**

City Engineer Arnold Dichosa advised the Commission that an executed agreement with the Consultant is expected by the end of this month. He noted that the scope of work was revised slightly to include more detail, as the original version was somewhat general. Mr. Dichosa also mentioned that the project will include an evaluation of potential locations for EV charging stations. The Commission inquired about grants to install EV stations.

**7. Discuss the Adopted 2025/26 Vehicle Parking District (VPD) Budget**

Senior Management Analyst Lindsay McElwain provided an overview of the FY 25/26 VPD budget. She noted the budget was developed based on historical use from prior years and in consultation with the former VPD team. Staff have identified minor changes since, including reallocating the funds from the line item for vehicle repairs to the line item for signs. Ms. McElwain also reported that there were significant one-time pay-outs last fiscal year for two full-time employees. Further, she noted that the line item for office supplies was increased to purchase the lamination materials for parking permit tags.

Chair Mladinov expressed concern with the cash balance, since VPD is spending more money than it generates in revenue. He requested a future discussion on raising parking rates. Ms. McElwain acknowledged that the budget is structurally unbalanced and explained Staff have been exploring time of use rates and noted that the removal of parking meters and implementation of pay by plate would simplify changes in revenue generation. Director McWade added that before considering rate increases, the City must have a clear understanding of the cost of ongoing maintenance for the lots. Chair Mladinov requested a timeline for staff to bring forward a rate increase discussion. Ms. McWade and Ms. McElwain advised that the discussion would take place within the current fiscal year with a tentative timeline of December. Chair Mladinov requested for the Commission to review

the budget before it is submitted to Council.

Commissioner Barillas suggested that any future rate increases should be paired with a validation option. Ms. McElwain confirmed that validation options are being explored in meetings with parking app vendors. Commissioner Hemming cautioned that if business owners are required to cover the cost for validation, it could pose a financial burden.

### **STAFF COMMUNICATION**

Senior Management Analyst Lindsay McElwain reported on the productive month for the VPD administrative team:

- Mulch will be placed in all bare landscape areas across all Lots in October.
- In Lot 15, PD has cleared the regular group of loiterers.
- In Lot 10, Staff is proceeding with a restriping project with a PO pending. To facilitate the project, the lot will be shutting the lot down for one day with notices posted at least 72 hours before and via social media. As of the Commission meeting, the scheduled day is to be determined pending PO issuance, but DPOA and Commission are to be notified once the date is confirmed.
- Staff is working on an amendment to the contract with Western U to add spaces in Lot 15. In the meantime, Western has been issued temporary permits for Lot 15 use.
- Staff is also working on an agreement with Helix and Western U to supersede all other agreements regarding Lot 25 to reserve 25 spaces for Western and the remainder for Helix, with each paying the VPD directly. There has been an ongoing issue with Helix towing/posting signs, and the goal is to develop a new agreement to provide resolution for all parties.
- Staff is working toward improved collaboration with Parking Enforcement.
- With Parking Enforcement support, Lot 5, which had been utilized as vehicle storage for one of the businesses, has been cleared.
- Staff and PD have been addressing recurring issues with residential permit holders placing cones in Lots 10 and 12. In Lot 10, the coned space is a self-made handicap space.
- Flowbird continues to present functionality challenges. Staff is actively researching alternative platforms including HotSpot, ParkMobile, and DataTicket, which is used by PD.
- There is a special event (HOPEFEST) scheduled on Sunday, September 28, 2025 in Lots 20 and 23. Western U and DPOA will be notified as well.
- The team has developed a maintenance log to identify and track any issues with the lots.

Commissioner Hemming reported suspicious activity in Lot 5 after 8:00 pm. Chair Mladinov raised concerns of possible drug activity in Lots 4 and 8, including reports from PD and DPOA security of discarded needles.

Ata Khan, Deputy Director of the Office of Business and Economic Development, introduced himself and provided an update on Lots 6 and 7. Mr. Khan reported that the exclusive negotiation agreement to build housing expired last month, due to market conditions and financing issues according to the potential buyer, and thus will not be moving forward. Mr. Khan also provided an update on the canceled parking structure project, sharing that the appropriated bond money will go back to City Council to be unappropriated. Mr. Khan shared his goal is to work with Public Works to develop a larger strategic solution to propose to Council on how to appropriate these funds to improve the downtown area and VPD lots. Finally, Mr. Khan shared that there will be filming taking place next weekend, and they will be utilizing some of the VPD Lots.

**ADJOURNMENT**

The meeting was adjourned at 7:33 pm.

Respectfully submitted,

ATTEST:

---

Sylvia Gonzales,  
Management Analyst

---

Joseph Mladinov III  
Chair of the Vehicle Parking District  
Board of Parking Place Commissioners