



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

June 12, 2025

To: Vehicle Parking District Board of Parking Place Commissioners

From: Meg McWade, Public Works Director

Submitted By: Sylvia Gonzales, Management Analyst

SUBJECT: APPOINTMENT OF THE VEHICLE PARKING DISTRICT (VPD) BOARD OF PARKING PLACE COMMISSIONERS DOWNTOWN POMONA OWNERS ASSOCIATION BOARD MEMBER REPRESENTATIVE FOR THE ANNUAL TERM FROM JUNE 2025 THROUGH MAY 2026

RECOMMENDATION:

That the Board of Parking Place Commissioners take the following actions:

- 1) Open nominations for a Representative of the Vehicle Parking District (VPD) Board of Parking Place Commissioners (VPD) to serve on the Downtown Pomona Owners Association (DPOA) Board, also known as Downtown Pomona District or DPD) Board and upon the closing of nominations take a vote to appoint a representative.

EXECUTIVE SUMMARY:

The VPD Downtown Pomona Owners Association Board Member Representative Appointment Policy (Attachment No. 1) stipulates that a representative must be appointed annually each June for a one-year term.

DISCUSSION:

To comply with the VPD Downtown Pomona Owners Association Board Member Representative Appointment Policy (Policy), nominations shall be conducted every June to appoint a new VPD representative on the DPOA Board. According to the Policy, the DPOA representative must be elected by a majority vote of the VPD, and nominees should have served on the Commission for at least one year. A VPD Commissioner wanting to serve in this capacity with less than one year service on the VPD Commission may do so after a nomination and upon a 5/7 vote of the full Commission. The election process will proceed as follows:

- 1) The Chair will open nominations for the Chairperson position.
- 2) Commissioners will nominate candidates, and a second will confirm the nominations.

- 3) Once nominations are complete, the Chair will close them.
- 4) A roll-call vote will be taken, with each Commissioner entitled to one vote. The Commissioner receiving the most votes will be elected DPOA representative.

Upon completion of the elections, the new DPOA representative will immediately assume their duties until the next election in June 2026.

The Representative to the DPOA Board's duties include representing the VPD at DPOA meetings, functions, and events and reporting back to the VPD at each VPD Commission meeting of the DPOA's actions, plans, and communications. In the absence of the VPD-DPOA Board Representative, the VPD Chairperson or Vice-Chairperson may attend the meeting as a member of the public.

Prepared by:

Sylvia Gonzales, Management Analyst

ATTACHMENTS:

Attachment No. 1 – VPD Representative Policy 2022