

UNOFFICIAL MINUTES  
VEHICLE PARKING DISTRICT (VPD) COMMISSION  
SEPTEMBER 14, 2017

CALL TO ORDER: The Vehicle Parking District Board of Parking Place Commissioners meeting was called to order by Chair Mladinov in the Council Chambers room at 6:00 p.m.

FLAG SALUTE: Vice Chair Diaz led the flag salute

ROLL CALL: Roll was taken by Joaquin Wong

COMMISSIONERS PRESENT: Chair Mladinov and Vice Chair Diaz; Commissioners Alas, Davis, Lustro, Schowalter, and Van Allen

COMMISSIONERS ABSENT: None

STAFF PRESENT: Deputy City Manager Kirk Pelser, Senior Project Manager Joaquin Wong, and Deputy City Attorney Chen

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PUBLIC PARTICIPATION: None

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CONSENT CALENDAR:

1. APPROVAL OF THE JULY 13, 2017, VEHICLE PARKING DISTRICT (VPD) BOARD OF PARKING PLACE COMMISSIONERS MEETING MINUTES.
2. APPROVAL OF VEHICLE PARKING DISTRICT REVENUE AND EXPENDITURE REPORT.
3. RATIFY OF TWELVE (12) NEW VEHICLE PARKING DISTRICT PARKING PERMITS FOR THE MONTHS OF JULY AND AUGUST 2017

Motion by Vice Chair Diaz, seconded by Commissioner Lustro, carried by a unanimous vote of the members (7-0-0-0), approving the consent calendar.

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OLD BUSINESS:

4. REVIEW OF VEHICLE PARKING DISTRICT (VPD) BOARD OF PARKING PLACE COMMISSIONERS AUGUST AND SEPTEMBER 2017, PROJECT LIST

Joaquin Wong provided status on project list item #3 regarding repairs for VPD Parking Lot 1. He stated staff, engineering, and the city arborist will produce a limited scope of repair to keep the cost down while addressing the major issues of the lot.

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NEW BUSINESS:

5. APPROPRIATION OF \$13,000 FOR YEARLY VEHICLE PARKING DISTRICT PAYMENT KIOSKS CREDIT CARD PROCESSING AND BACK-OFFICE ELECTRONIC OPERATIONS / COMMUNICATIONS SERVICES FROM T2/DIGITAL PARKING TECHNOLOGIES.

Joaquin Wong provided a staff report regarding the appropriation of \$13,000 for yearly VPD payment kiosks. He stated staff recommended the Board of Parking Place Commissioners recommend to the City Council an appropriation of \$13,500 from the 2017-2018 Fiscal Year Vehicle Parking District budget for on-going T2/Digital Parking Technologies parking payment kiosk credit card processing and electronic back-office operations (such as kiosk function alerts, audit reports, parking stall use reports, parking data collection and storage). The services were necessary to maintain the functionality of the parking payment kiosks which were essential to VPD parking operations. In past years, the cost was included in a five-year umbrella contract with the vendor, which included the purchase of the actual Parking Kiosks and support services. Now that the contract had expired, the City/VPD had paid off the purchase of the parking kiosks but must pay for support services separately. To maintain the same level of support services, the City Council must appropriate \$13,500 from the VPD Budget specifically to purchase on-going parking kiosk credit card processing and back-office operational electronic services.

Motion by Chair Mladinov, seconded by Vice Chair Diaz, carried by a unanimous vote of the members (7-0-0-0), recommending City Council approval of appropriation of \$13,000 for yearly VPD payment kiosks maintenance.

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6. ENGAGEMENT OF MORENO ENGINEERING TO RE-COMPACT THE PARKING LOT AND RE-DELINEATE THE PARKING STALL ROWS IN VEHICLE PARKING DISTRICT LOT 26T FOR THE AMOUNT OF \$6,000.

Joaquin Wong provided a staff report regarding a request for the engagement of Moreno Engineering. He stated to maintain the original condition of VPD Lot 26T, staff recommended the Board of Parking Place Commissioners issue a purchase order to Moreno Engineering to re-compact, with the existing decomposed granite, and re-delineate the parking rows in VPD Lot 26T for a cost of \$6,000 and authorize the City Manager to prepare and execute the agreement on behalf of the VPD.

Motion by Commissioner Davis, seconded by Commissioner Schowalter, carried by a unanimous vote of the members (7-0-0-0), approving a purchase order to Moreno Engineering to re-compact, with the existing decomposed granite, and re-delineate the parking rows in VPD Lot 26T for a cost of \$6,000 and authorize the City Manager to prepare and execute the agreement on behalf of the VPD.

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7. REQUEST BY WERUNPOMONA TO USE LOT 10 AND OFFICER SHAUN DIAMOND PLAZA ON OCTOBER 21, 2017, FOR POMONA'S FIRST ANNUAL 5K RUNWALK EVENT AND WAIVE THE PARKING FEES FOR THE DAY.

Joaquin Wong provided a staff report regarding a request by WeRunPomona to use lot 10 and officer Shaun diamond plaza on October 21, 2017. He stated staff recommended the Vehicle Parking District Board of Parking Place Commissioners approve WeRunPomona's request to use Lot 10 and Officer Shaun Diamond Plaza and waive daytime (8am to 8pm) parking fees for the Pomona First Annual 5K Run/Walk event on Saturday, October, 21, 2017.

Alberto Gonzalez and Mr. Elmer Vidana, members of WeRunPomona, provided background on the event and asked the Commission to approve.

Chair Mladinov inquired whether there would be issues as the organization was not a nonprofit organization.

Deputy City Attorney Chen stated other Commissions and the City Council have contributed towards other organization which were not nonprofit as the organization's events were contributing to the City.

Motion by Commissioner Lusto, seconded by Commissioner Davis, carried by a unanimous vote of the members (7-0-0-0), approving WeRunPomona's request to utilize VPD Lot 10, Officer Shaun Diamond Plaza, and waive daytime (8am to 8pm) parking fees parking fees for the Pomona First Annual 5K Run/Walk event on Saturday, October, 21, 2017.

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STAFF COMMUNICATIONS:

Joaquin Wong provided a quarterly parking meter revenue report to the Commission.

Kirk Pelser status preliminary discussions are being held with a potential developer for the sale of VPD Lot 2. Staff will provide updates as they come.

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COMMISSIONER COMMUNICATIONS:

Commissioner Van Allen spoke regarding the Pomona Heritage Annul Home Tour being held on November 5, 2017.

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ADJOURNMENT:

At 6:39 p.m., Chair Mladinov moved to adjourn the Vehicle Parking District Commission meeting to the next scheduled meeting in the City Council Chambers.

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Chair Mladinov  
Vehicle Parking District Commission