



CITY OF POMONA VEHICLE PARKING DISTRICT BOARD OF PARKING PLACE COMMISSIONERS

STAFF REPORT

November 12, 2020

Item No. 11-12-02

To: Honorable Chairperson and Members of the Board of Parking Place Commissioners

From: Kirk Pelser, Deputy City Manager

Submitted By: Joaquin Wong, Senior Project Manager

**SUBJECT: RATIFY THE SALE OF (3) THREE NEW PARKING PERMITS
ISSUED IN THE MONTHS OF OCTOBER AND NOVEMBER 2020**

SUMMARY:

Recommendation - That the Vehicle Parking District (VPD) Board of Parking Place Commissioners approve the subject action above.

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 \$105 for the sale of three (3) 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, impartiality while providing a record of active VPD parking permits.

RESIDENTIAL PARKING PERMITS

Jose Rivera

Brandon Galindo

Chelsea Carpenter

The renewing of existing parking permits do not need to be ratified 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 lot, number of permit issued, and number of permit holders that did not renew. Copies of their applications are also included (Attachment 2). Currently, sufficient parking is available to accommodate the additional permit holders.

Attachments: 1) Parking Lot Permit Inventory Chart
2) Copy of Parking Permit Applications

Prepared by:

Luma Fakhoury
Administrative Office Assistant

**CITY OF POMONA
VEHICLE PARKING DISTRICT (VPD)
PARKING LOT INVENTORY
11/12/2020**

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	0	1	N/A	0	152	0	0	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	10	0	20	0	79	7	3	N/A
Lot 8	54	3	0	0	N/A	0	51	0	0	N/A
Lot 9	53	2	0	0	13	0	3	0	0	N/A
Lot 10	155	3	24	1	15	0	115	0	0	9
Lot 11	48	2	10	0	11	0	25	0	5	N/A
Lot 12	187	6	10	5	18	2	151	0	1	N/A
Lot 13 *	27	2	2	0	N/A	0	23	0	0	N/A
Lot 14 *	55	2	0	0	N/A	0	53	0	0	N/A
Lot 15	93	3	17	3	N/A	0	72	0	0	N/A
Lot 16	0	0	0	0	N/A	0	0	N/A	N/A	N/A
Lot 17	195	0	194	0	N/A	1	0	194	N/A	N/A
Lot 18	7	1	7	0	N/A	0	1	7	N/A	N/A
Lot 19	92	4	92	0	N/A	0	4	92	N/A	N/A
Lot 20	90	3	90	0	N/A	0	3	90	N/A	N/A
Lot 21	46	4	46	0	N/A	0	4	46	N/A	N/A
Lot 22 to Daumier	88	4	88	0	N/A	0	4	88	N/A	N/A
Lot 23	112	5	112	0	N/A	0	5	112	N/A	N/A
Lot 24	156	9	156	0	N/A	0	9	156	N/A	N/A
Lot 25**	89	4	89	0	N/A	0	4	89	N/A	N/A
Lot 26 T	191	0	191	0	N/A	0	0	191	N/A	N/A
TOTAL	2,312	84	1,138	10	111	3	1,010	1,072	9	9

PERMIT	Available to Lease	Total # Purchased	Total # of Permit Not Renewed	Total # Permits Remaining
Western University	N/A	858	0	N/A
Helix ** (Sub-let Western University)	0	89	0	0
Residential	N/A	63	137	N/A
All Lot Non- Specific	N/A	70	0	N/A
24-Hour Super Pass	100	0	0	100
Commuter	60	2	58	58

* 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)
 LOT 16 IS USED BY THE POMONA HOUSING AUTHORITY FOR ADJCENT TENANET PARKING
 WESTERN UNIVERSITY LOTS 17- 21 & 23, 24
 All ADA PARKING FREE

THE CITY OF

POMONA

Vehicle Parking District Commission

ATTACHMENT 2



Residential Permit Request

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

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

APPLICANT INFORMATION

DATE: 8/26/2020

LAST NAME: JUAN Rivera FIRST NAME: Juan

CITY OF RESIDENCE: 386 S Thomas St CODE: 91766
Pomona

BUSINESS / INSTITUTION ORGANIZATION: _____

BUSINESS / INSTITUTION ADDRESS: 386 S. Thomas St.

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

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

DESIRED DATE TO BEGIN PARKING: August 25, 2020

Applicant Signature: _____

PARKING IS AVAILABLE ON A FIRST-COME FIRST-SERVE BASIS AND IS NOT GUARANTEED.

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

By: _____ Date: 11/04/20
Signature

☐ APPROVED

☐ APPROVED W/ CONDITION

☐ DENIED

By: _____ Date: ____/____/____
Signature

Comments for approval/denial: _____

VPD STAFF ONLY	
Num. Of Permits Renewed:	<u>1</u>
Date:	<u>11/13/20</u>

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 Applicant Contact Information

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



APPLICANT CONTACT INFORMATION

DATE: 11/13/2020

LAST NAME: Galindo

FIRST NAME: Brandon

BILLING/HOME ADDRESS: 262 W 2nd St.

CITY: Pomona

STATE: CA

ZIP CODE: 91766

PHONE NO.: (909) 525 2308

E-MAIL: galindo.brandan@yahoo.com

ALTERNATE PHONE NO.: _____

FAX NO.: _____

VEHICLE DESCRIPTION (Make, Model, Year, Color): 2015 Kia Optima

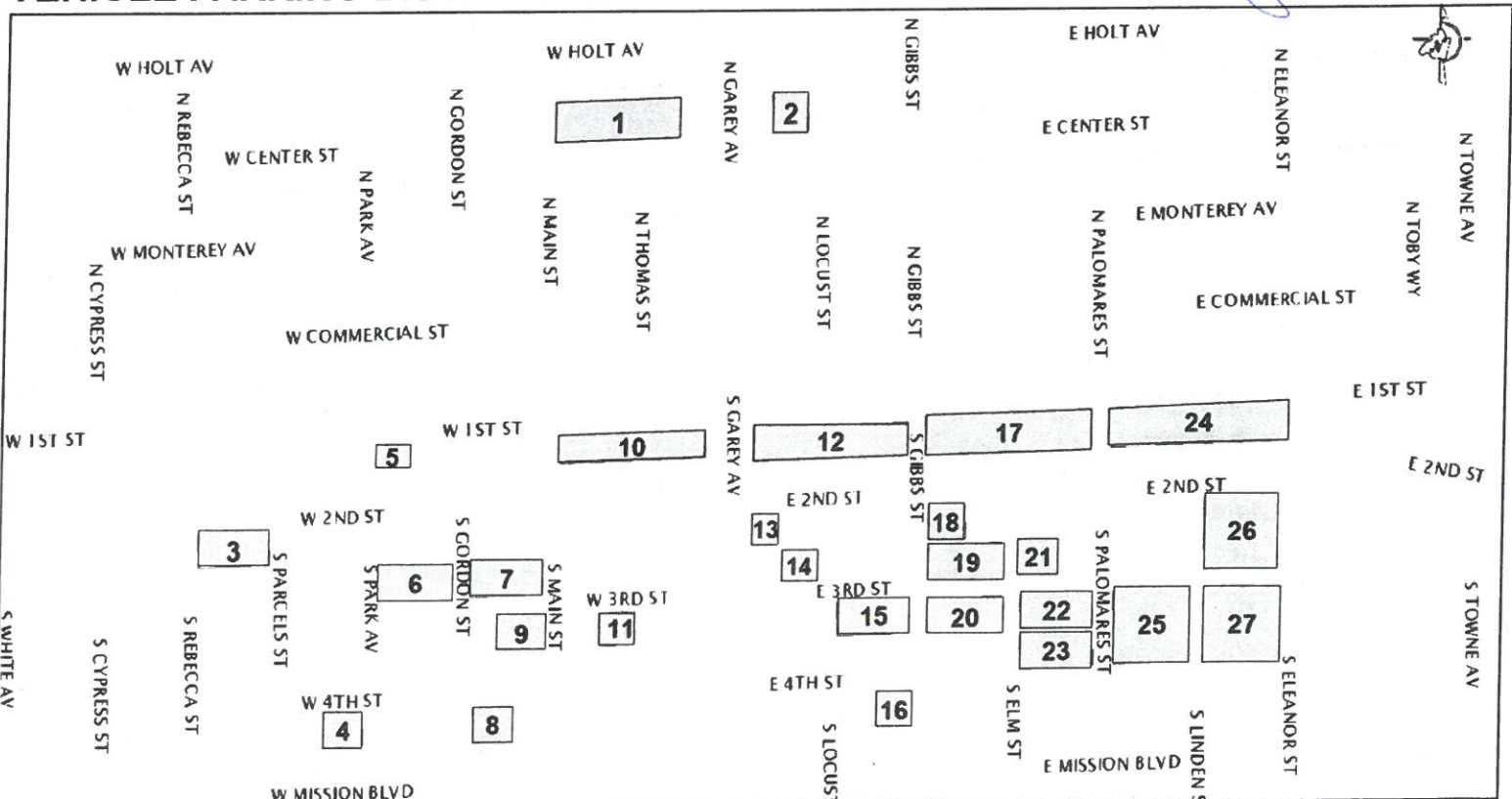
LICENSE PLATE NO.: 7LMG684

Please list additional information below the Applicant Information if there is more than one vehicle, etc.

Applicant Signature: _____

VEHICLE PARKING DISTRICT LOTS

Approved for



Legend

VPD LOTS

THE CITY OF
POMONA

Vehicle Parking District Commission

Residential Permit Request

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

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



APPLICANT INFORMATION

DATE: 11 / 03 / 2020

LAST NAME: CARPENTER FIRST NAME: CHELSEA

CITY OF RESIDENCE: POMONA ZIP CODE: 91766

BUSINESS / INSTITUTION ORGANIZATION: RESIDENTIAL

BUSINESS / INSTITUTION ADDRESS: 262 W. SECOND ST.

DESIRED LOT NO.: RESIDENTIAL 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: 11/03/2020

Applicant Signature: _____

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VPD REVIEW DECISION

☒ APPROVAL Recommended

☐ APPROVED W/ CONDITION Recommended

☐ DENIED Recommended

☐ APPROVED

☐ APPROVED W/ CONDITION

☐ DENIED

By: _____ Date: 11 / 04 / 20
Signature

By: _____ Date: ____ / ____ / ____
Signature

Comments for approval/denial: _____

VPD STAFF ONLY	
Num. Of Permits Renewed:	
Date: <u>11/3/20</u>	Initial: <u>JS</u>

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