

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

September 22, 2021 Agenda Item No. 09-22-03

To: Vehicle Parking District Board of Parking Place Commissioners

From: Kirk Pelser, Deputy City Manager

Submitted By: Joaquin Wong, Sr. Project Manager

SUBJECT: RATIFY THE SALE OF TEN (10) NEW PARKING PERMITS

ISSUED IN THE MONTHS OF JULY, AUGUST AND SEPTEMBER

2021

RECOMMENDATION:

That the 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 \$700 for the sale of ten (10) 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

Rod Fahmian Toyoda Sayaka Rachel Boell

Ficus Boell Timothy Lewis Brian Fowler

Michelle Vi

LOT SPECIFIC PARKING PERMITS

Eric Aguilar

EMPLOYEE PARKING PERMITS

Melanie Torres

COMMUTER PARKING PERMITS

Jade Smith

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 lot, number of permit 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 Applications

CITY OF POMONA VEHICLE PARKING DISTRICT (VPD) PARKING LOT INVENTORY 9/9/2021

			TOT.11		TOTAL NUMBER		SPACES AVAILABLE	PERMITS & SPACES		CES
LOT#	NUMBER OF SPACES	ADA SPACES	TOTAL SPACES LEASED OUT	OF PERMIT NOT RENEWED	OF RESIDENTIAL SPACES	LOADING, TRASH, etc.	IN PARKING LOT FOR LEASE (Includes Residential spaces)	Lot Specific Permit	Employee Permit	Commuter Leases
Lot 1	158	6	1	158	N/A	0	151	1	0	N/A
Lot 2	40	2	0	40	N/A	0	38	0	0	N/A
Lot 3	72	3	0	72	34	0	35	0	0	N/A
Lot 4	52	3	0	52	N/A	0	49	4	0	N/A
Lot 5	35	2	0	35	N/A	0	33	0	0	N/A
Lot 6	103	6	0	103	N/A	0	97	0	0	N/A
Lot 7	114	5	11	86	20	0	78	5	6	N/A
Lot 8	54	3	5	49	N/A	0	46	0	5	N/A
Lot 9	53	2	33	0	13	0	3	33	0	N/A
Lot 10	155	3	3	152	15	0	115	0	0	N/A
Lot 11	48	2	6	42	11	0	29	0	6	N/A
Lot 12	187	6	0	187	18	2	161	0	0	N/A
Lot 13 *	27	2	2	25	N/A	0	23	0	3	N/A
Lot 14 *	55	2	0	55	N/A	0	53	0	0	N/A
Lot 15	93	3	7	86	N/A	0	72	2	0	N/A
Lot 16	0	0	0	0	N/A	0	0	N/A	N/A	NA
Lot 17	195	0	195	0	N/A	1	0	195	N/A	N/A
Lot 18	7	1	7	0	N/A	0	1	7	N/A	N/A
Lot 18 Lot 19	92	4	92	0	N/A	0	4	92	N/A	N/A
Lot 19 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 22 to Daumier	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
Lo6 26 T	191	0	191	0	N/A	0	0	191	N/A	N/A
TOTAL	2,312	84	1,134	1,142	111	3	1,017	1,111	20	N/A

PERMIT	Available to Lease	Total # Purchased	Total # of Permit Not Renewed	Total # Permits Remaining	
Western University	N/A	979	0	N/A	
Helix ** (Sub-let Western University)	0	88	0	0	
Residential	N/A	79	121	N/A	
All Lot Non- Specific	N/A	7	0	NA	
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)
	WESTERN UNIVERSITY LOTS 17- 21 & 23, 24, 26T and partial 15 (permits on hold due to Covid)
	All ADA PARKING FREE

8/30/2021

ATTACHMENT 2

Vehicle Parking District Commission Residential Permit Request

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

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

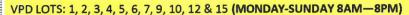
The VEHICLE PARKING DISTRICT / CITY OF POMONA reserves the right to use the permitted premises from time to time for City of Pomona authorized special events. Notice of said use shall be posted 72 hours prior to the events. All active parking permit holders affected by the event may park in any open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

APPLICANT INFORMATION

DATE: 08 102 12021
LAST NAME: PAHMIAN FIRST NAME: ROD
CITY OF RESIDENCE: POMONA ZIP CODE: 91766
BUSINESS / INSTITUTION ORGANIZATION: Vender del
BUSINESS / INSTITUTION ADDRESS:
DESIRED LOT NO.: Mesilutul NUMBER OF SPACES: ALTERNATE LOT:
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: <u>Newlester</u> (i.e. Commuter, Business Owner, Student, Employee, Resident, etc.
DESIRED DATE TO BEGIN PARKING:
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 DENIED Recommended
APPROVED APPROVED W/ CONDITION DENIED By: Kick Res Signature VPD STAFF ONLY Num. Of Permits Renewed:
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

Vehicle Parking District Commission

Residential Permit Request





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

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APTICANT INFORMATION
DATE: 12/21 TOYODS LAST NAME: FAHMIAN FIRST NAME: PONIONA ZIP CODE: 91766
BUSINESS / INSTITUTION ORGANIZATION:
DESIRED LOT NO.: NUMBER OF SPACES: ALTERNATE LOT:
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST:
DESIRED DATE TO BEGIN PARKING: Vestiles of the second seco
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 Signature Date: 4 /2 /21
APPROVED APPROVED W/ CONDITION DENIED By: Kiek Pa Signature VPD STAFF ONLY Num. Of Permits Renewed;
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

Vehicle Parking District Commission Residential Permit Request



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

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

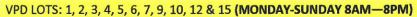
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APPLICANT INFORMATION

DATE: 6/16/21 LAST NAME: BOEL FIRST NAME: Rache & FICUS
LAST NAME: BOEL FIRST NAME: Kache & FICUS
CITY OF RESIDENCE: POMMA ZIP CODE: 91744
BUSINESS / INSTITUTION ORGANIZATION: ARTCO CHECKS FOX RESIDENT
BUSINESS / INSTITUTION ADDRESS:
DESIRED LOT NO.: NUMBER OF SPACES: ALTERNATE LOT: 9
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: Resident/employee Dusiness (i.e. Commuter, Business Owner, Student, Employee, Resident, etc.)
DESIRED DATE TO BEGIN PARKING: 4/17/21
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 Signature Description:
APPROVED APPROVED W/ CONDITION DENIED By: Kuk Pelson Signature VPD STAFF ONLY Num. Of Permits Renewed:
Comments for approval/denial: 04+005/14
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

Vehicle Parking District Commission

Residential Permit Request





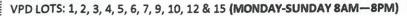
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APPLICANT INFORMATION DATE: 07 /31 /2021 FIRST NAME: Timothy LAST NAME: Lewis ZIP CODE: 91766 CITY OF RESIDENCE: Pomona BUSINESS / INSTITUTION ORGANIZATION: Mayfield Hotel Apartments BUSINESS / INSTITUTION ADDRESS: 115 E. 3rd St., Pomona, CA 91766 DESIRED LOT NO.: 15 NUMBER OF SPACES: 1 ALTERNATE LOT: 12 PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: Resident (i.e. Commuter, Business Owner, Student, Employee, Resident, etc. DESIRED DATE TO BEGIN PARKING. 08-09-2021 Timothy Lewis an Applicant Signature

Applicant Signature.	<i>y</i>
ALL LEASE REQUESTS ARE REVIEWED BY THE VPD STAFF FOR LEASE REQUESTS ARE PRESENTED TO THE VPD COMMISSION THURSDAY OF EACH MONTH AT 6:00	E FIRST-SERVE BASIS AND IS NOT GURANTEED. R APPROVAL AFTER SUBMISSION. ALL APPROVED OR DENIED FOR CONSENT AT THE MONTHLY VPD MEETING HELD ON THE 2ND P.M. IN THE POMONA COUNCIL CHAMBER. ARE NONREFUNDABLE AND NOT PRORATED.
VPD REVI	EW DECISION
APPROVAL Recommended APPROVED W/ CONDITION Recommended DENIED Recommended	By: Signature Date: 8 /3 / U
APPROVED APPROVED W/ CONDITION DENIED	By: Kich Ben Date: 8 / 31 / 24 Signature VPD STAFF ONLY Num. Of Permits Renewed:
Comments for approval/denial: Please send all inquiries to Pomona City Hall, Vehicle Parking Distr Phone: (909) 620-3782 / Fax: (909)	

Vehicle Parking District Commission

Residential Permit Request





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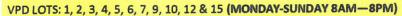
APPLICANT INFORMATION

1
7

DATE: 08,05,2021
LAST NAME: Fowler FIRST NAME: Brian
CITY OF RESIDENCE: Pomona zip code: 94766
BUSINESS/INSTITUTION ORGANIZATION: 2nd 5t. Promenade Lofts
BUSINESS/INSTITUTION ADDRESS: 165 East 2nd St, Unit 165, Pomona, CA
DESIRED LOT NO.: NUMBER OF SPACES: ALTERNATE LOT:
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: a paking permit (i.e. Commuter, Business Owner, Student, Employee, Resident, etc.
DESIRED DATE TO BEGIN PARKING: 08/05/2071
Applicant Signature: Jour
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 Signature Date: 8 15 1 4
APPROVED APPROVED W/ CONDITION DENIED By: Kuh Pelso Signature VPD STAFF ONLY No (Charith Broad)
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

Vehicle Parking District Commission

Residential Permit Request





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APPLICANT INFORMATION DATE: 6 /29/21 LAST NAME: Michelle CITY OF RESIDENCE: Pomona ZIP CODE: 91766 BUSINESS / INSTITUTION ORGANIZATION: Residential BUSINESS / INSTITUTION ADDRESS: DESIRED LOT NO .: Pesidential 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: 6/29/21 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 Date: 6 /29 /24 APPROVAL Recommended Signature APPROVED W/ CONDITION Recommended **DENIED Recommended** By: Kiele Per Date: 8 /3 /21 Signature APPROVED APPROVED W/ CONDITION **VPD STAFF ONLY** DENIED Num. Of Permits Renewed: Kes 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

Vehicle Parking District Commission

Lot Specific Permit Request

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





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APPLICANT INFORMATION
DATE: 07 / 21/2021 LAST NAME: Aguilar FIRST NAME: Eric CITY OF RESIDENCE: Tustin ZIP CODE: 92780 BUSINESS / INSTITUTION ORGANIZATION: Lockout Studios BUSINESS / INSTITUTION ADDRESS: 445 N. Garey Ave, Pomona (A 91767) DESIRED LOT NO.: 1 NUMBER OF SPACES: 1 ALTERNATE LOT:
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST: Parking Permit (i.e. Commuter, Business Owner, Student, Employee, Resident, etc.
DESIRED DATE TO BEGIN PARKING: 07/21/2021 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 By: Signature
APPROVED APPROVED W/ CONDITION DENIED Comments for approval/denial: By: Kill Plan Signature VPD STAFF ONLY Num. Of Permits Renewedt OU WILL OU WILL
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

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, 8, and (23 & 24 After 8 PM)

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

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REQUIRED APPLICATION MATERIALS

- 1. You must be a employee within Downtown Pomona in order to qualify
- 2. 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: 6 / 15 / 21	•
LAST NAME: TORRES FIRST NAME: MELANIE	
CITY OF RESIDENCE: POMONA ZIP CODE: 91766	
BUSINESS ORGANIZATION: PICKAXE INC	
BUSINESS ADDRESS: 252 S. MAIN STREET, UNIT # POMONA, CA 97466	
DESIRED LOT NO.: NUMBER OF SPACES:/ ALTERNATE LOT:	
DESIRED DATE TO BEGIN PARKING: July 1, 2021	
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
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PLEASE BE AWARE THAT LEASE RATES ARE NONREFUNDABLE AND NOT PRORATED.

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

Comments for approval/denial:

APPROVAL Recommended
By:
Signature

Date: 6 / 30 / 2/
Signature

Date: 8 / 31 / 2/

VPD STAFF ONLY

Num. Of Permits Renewed:

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

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: 7/19/21
LAST NAME: 5M 1TH FIRST NAME: TAGE
CITY OF RESIDENCE: CHIND ZIP CODE: 91710
BUSINESS/INSTITUTION ORGANIZATION: NASA'S JET PROPULSION LABORATORY
BUSINESS / INSTITUTION ADDRESS:
DESIRED LOT NO.: UD NUMBER OF SPACES: ALTERNATE LOT: 12
PLEASE SPECIFY PRECISE REASON FOR YOUR REQUEST:
DESIRED DATE TO BEGIN PARKING: 7/20/21
Applicant Signature:
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APPROVED APPROVED W/ CONDITION DENIED By: Kith Rea Date: 6/31/21 Signature VPD STAFF ONLY Num. Of Permits Renewed:
Comments for approval/denial:
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