

OFFICIAL MINUTES
VEHICLE PARKING DISTRICT (VPD) COMMISSION
Thursday, January 9th 2020

CALL TO ORDER: The Vehicle Parking District Board of Parking Place Commission meeting was called to order by Chair Mladinov III in the Council Chambers at 6:00 p.m. January 9th 2020

PLEDGE OF ALLEGIANCE: Chair Mladinov III led the Pledge of Allegiance

ROLL CALL: Roll was taken by Senior Project Manager Joaquin Wong

COMMISSIONERS PRESENT: Chair Joseph Mladinov III, Vice Chair Fred Van Allen, Commissioners Roberto Alas, Mike Davis, Sergio Diaz-Luna, and John Mendoza (arrived at 6:05 p.m.)

COMMISSIONERS ABSENT:

STAFF PRESENT: Senior Project Manager Joaquin Wong, Deputy City Manager Kirk Pelsner

PUBLIC COMMENT:

Larry Egan requested free parking for a Downtown Pomona event at Shaun Diamond Plaza. Motion by Commission Joseph Mladinov III seconded by commissioner Diaz and Davis. Approved and carried by a unanimous vote.

CONSENT AGENDA:

1. APPROVAL OF THE SEPTEMBER 12, 2019, VEHICLE PARKING DISTRICT BOARD OF PARKING PLACE COMMISSIONERS MEETING MINUTES.

Commissioner Diaz Luna reported the following corrections to the minutes:

- Page 2 comment by Commissioner Davis about “liability issues” was actually made by Commissioner Diaz-Luna.
- Page 6 at the top of Item H, the comment was made by was Commissioner Molina, not Commissioner Diaz-Luna.
- Page 9 down towards the bottom “inviting everyone to attend” was also Commissioner Molina not Commissioner Diaz-Luna.

Senior Project Manager Wong replied he will insert these corrections into the final minutes for the Chair Mladinov III’s signatures.

Motion by Vice-Chair Van Allen, seconded by Commissioner Diaz-Luna, carried by a unanimous vote of the members present (6-0-0-0), to approve the September 12, 2019 meeting minutes.

2. APPROVAL OF THE VEHICLE PARKING DISTRICT REVENUE AND EXPENDITURE REPORT.

3. RATIFICATION OF TWO (2) NEW PARKING PERMITS ISSUED IN SEPTEMBER 2019.

Motion by Chair Mladinov III, seconded by Vice-Chair Van Allen, carried by a unanimous vote of the members present (6-0-0-1), to approve the remaining consent calendar items.

OLD BUSINESS:

4. REVIEW OF VEHICLE PARKING DISTRICT PROJECTS LIST

Senior Project Manager Wong reported there was nothing new to report. Commissioner Diaz Luna stated he noticed that the project list dates stay the same and asked if that was normal. He noted the last update was 2018 with a status report for the repair of Lot 1, but they received a lot of status reports, so he is confused.

Deputy City Manager Pelser replied he tried to convince the previous Board to dispense with this report, because its antiquated and doesn't relate to most of the projects staff are currently working on. He stated it isn't something that staff use to track projects, because the City is not doing lot resurfacing or capital improvement projects. He reported his requested was rejected, so staff continue to put this on the agenda, and he gives a more detailed verbal update on projects during Staff Communication.

Chair Mladinov III requested staff put this decision on the next agenda. He requested to . also discuss whether the VPD is going to get back to repairing lots in logical manner.

Commissioner Van Allen agrees if staff are not using the report, they should get rid of it.

Commissioner Diaz Luna asked for an update on street signage for parking lots.

Senior Project Manager Wong replied the signs were approved and public works is having them manufactured.

Chair Mladinov III asked if that was voted on by City Council.

Senior Project Manager Wong replied no because it is a standard operating street sign and regular maintenance.

NEW BUSINESS:

5. REQUEST FROM KINGDOM OF GOD REVELATION MINSTRIES TO USE VEHICLE PARKING DISTRICT LOT 10 AND OFFICER SHAUN DIAMOND PLAZA ON SATURDAY, OCTOBER 19, 2019, AND WAIVE THE DAYTIME PARKING FEES (12 NOON TO 6 PM) FOR A FREE MUSIC CONCERT AND MENTAL HEALTH SYMPOSIUM.

Senior Project Manager Wong reported the event will be focusing on suicide prevention and they would like to use the lot from 1:00-5:00 p.m. but the request includes an extra hour for setup and cleanup. The event itself is open to the public from 2:00- 4:00 p.m. and should not impact the nighttime parking venues, because the City will start charging again at 6:00 p.m.

Chair Mladinov III asked if they completed the appropriate paperwork.

Senior Project Manager Wong replied yes, the application was submitted through the Community Services Department.

Deputy City Manager Pelser noted they turned in the parking waiver to the VPD on the same day.

Chair Mladinov III asked about the financial cost.

Senior Project Manager Wong estimated the VPD could forgo up to \$310 for the parking.

Motion by Chair Mladinov III, seconded by Commissioner Van Allen, carried by a majority vote of the members present (5-2-0-0), to approve a request from Kingdom of God Revelation Ministries to use Vehicle parking District Lot 10 and Officer Shaun Diamond Plaza on Saturday, October 19, 2019, and waive the daytime parking fees (12:00 noon to 6:00 p.m.) for a free music concert and mental health symposium.

Chair Mladinov III reported Commissioner Mendoza arrived at 6:05 p.m.

6. APPROVAL OF A VEHICLE PARKING DISTRICT BUDGET AMENDMENT TO APPROPRIATE \$14,517 FOR SALES TAX AND SHIPPING FEES PERTAINING TO THE PURCHASE OF THE 17 PARKING PAYMENT KIOSKS FROM CALE AMERICA INCORPORATED

Senior Project Manager Wong reported this request is from the purchase of the new kiosks in 2018. He reported Cale America Incorporated was unable to establish the shipping costs and exact sales tax on the original quote and from that time on JR Parking and the Purchasing Manager were negotiating to absorb that cost, however, it was determined by the Acting Purchasing Manager that the state sales tax and shipping is the responsibility of the VPD. Since this expense was not budgeted or approved by the City Council or the VPD at the time of the purchase, staff are bringing this to the Commission for authorization to pay. He noted the item doesn't have to go back to City Council and can be approved by the City Manager.

Chair Mladinov III confirmed this is something they would normally pay.

Deputy City Manager Pelser replied it fell through the cracks due to changes in the parking kiosk companies and staff changeover, but the bid document says in fine print that customer is responsible for sales tax and shipping.

Motion by Chair Mladinov III, seconded by Commissioner Molina, carried by a majority vote of the members present (7-0-0-0), to approve the Vehicle Parking District Budget amendment to appropriate \$14,517 for sales tax and shipping fees pertaining to the purchase of the 17 parking payment kiosks from Cale American Incorporated.

STAFF COMMUNICATION:

Deputy City Manager Pelser reported the next round of New Market tax credits should be announced early next year, so the lobbying and proposing projects process is underway now. He shared has made arrangements for Congresswoman Norma Torres office to send an updated letter of support.

Chair Mladinov III asked if Maya is looking at other options this time.

Deputy City Manager Pelser replied Maya is talking to the two institutions that they typically do transactions with but they have also broadened that scope.

Deputy City Manager Pelser reported Fuller is in a holding pattern and staff should know something more definitive about their move plan and dates by the end of October. He shared they have a Board of Trustees meeting scheduled this month. He informed that Commission that their dispute with the City of Pasadena related to restrictions on the sale of the land is now public knowledge. He reported Fuller is in dispute on the percentage of units that must be covenanted as affordable, because it has a huge financial impact on the value of the land. He shared he spoke with the president of Fuller Monday and the parties are discussing. He stated staff are hopeful they will come to some settlement discussion and will still move forward.

Deputy City Manager Pelser reported the home builder that was looking to build on Lot 2 and the properties on the south side of Center Street that the City owns is reworking their plan due to the uncertainty of Fuller. He stated he met with the builder today and they will be submitting a package to the Planning Department for processing soon.

Deputy City Manager Pelser reported a significant re-calibration of how the City was seeking to procure a design build team to build the parking garage. He stated the City has paused the original RFP because that design build RFP was a 100% design package with everything being the design builder's responsibility (utilities, soil conditions, City approval of CUP, CEQA). He stated that process is not industry standard and creates too much risk. He stated the decision was made because they now have more time with Maya, a new City Attorney with far deeper experience in design build construction and have hired on a construction management consultant. He reported the design build industry was submitting requests for information and bombarding him with hundreds of questions that the City didn't have good answers for. He noted the pricing was reflective of the fact that the

industry held all the risk. He stated the industry typically works in a two phase process; 1) hire a designer to develop a schematic level plan (30% of the design determined) and then the City processes that plan through CEQA, acquiring the CUP and then 2) that plan will go out in a second phase RFP to the design build teams with an approved CEQA and footprint. He noted from a site perspective the building is designed to a 80-90% perspective but then things like shoring systems, foundation systems, structural elements (about 5-10%) are up the design builder to figure out. He stated he will amount to a little bit of a delay in the process but is smarter from a fiduciary standpoint. He shared staff are working on redrafting that first phase RFP now and paying for the technical studies to be done (topographic survey, Alta survey, detailed utility analysis).

Chair Mladinov III request Deputy City Manager Pelser bring this item to the Ad Hoc Committee.

Commissioner Mendoza asked about the proposal timeline.

Deputy City Manager Pelser replied staff must package a lot of technical items with the first phase RFP, so he is hoping to get it out in 6-8 weeks, and then it will be a 2-3-month process to receive proposals. He stated he expects to have a designer contracted sometime in the first quarter of next year. He noted it won't take very long for the designer to develop their package, because the City is giving them a site that user friendly and typical for a parking garage layout, and they should have pre-done designs.

Commissioner Mendoza asked how much the first phase will cost.

Deputy City Manager Pelser replied the overall budget is approximately \$13 million and it must cover everything. He stated its typical for design to be 10-14% of construction costs, but since this is design build on the first phase, they are only going to design it to 30%, he doesn't know, maybe several hundred thousand dollars.

Commissioner Mendoza stated he doesn't understand the tax credits and why Congresswoman Torres was involved.

Deputy City Manager Pelser clarified the Maya Cinema project needs Federal New Market Tax credits in order to make the project financially viable. Those tax credits are distributed on a competitive basis, one every year or so, and it's a highly competitive selection process, so staff are asking for Norma Torres' help in sending letters of recommendation to support an allocation to this project. He shared he was also able to make a contact with Senator Feinstein's office on another matter and he is hoping to use that connection as well on the New Market side.

COMMISSIONER COMMUNICATION:

Commissioner Diaz Luna reported he sent an email to staff about a meter freezing up. He asked for an update.

Senior Project Manager Wong replied the technician went out and will be going out again on Monday. He confirmed the meter location.

Commissioner Diaz Luna replied it was a meter on the south east corner of Lot 7. He asked if staff thought this same issue was affecting other meters.

Senior Project Manager Wong replied it has to do with the battery power and the technician is going to bring new batteries and change out the bad ones.

Commissioner Diaz Luna shared the screen was still on and after he entered his space number, it froze on the words "processing".

Senior Project Manager Wong replied it may have been a communication issue because the machines communicate by modem. He stated there may have been a lot of activity at that time or there wasn't enough power to get the modem moving.

Commissioner Diaz Luna requested staff investigate and provide a report at the next meeting.

Commissioner Molina requested an updated aerial map for the VPD Lots. He reported on the version he has on the corner of Garey where there are the train tracks there's Monterey station but it's currently an empty lot.

Senior Project Manager Wong stated he will check the date to make sure that this is the latest one.

Commissioner Molina asked about getting bike lockers in VPD lots and seeing if they could generate revenue.

Deputy City Manager Pelser replied the Ad Hoc Committee had a robust discussion about this.

Senior Project Manager Wong replied it's not fiscally feasible, each locker would cost about \$4,000 for each bike and a \$2 return would take too much time to recover.

Commissioner Molina asked about securing other funds for the bike lockers.

Senior Project Manager Wong replied staff checked with public works and there weren't any transit funds.

Deputy City Manager Pelser replied there wasn't at that moment, however staff will continue to monitor it.

Commissioner Davis asked if bike lockers were like bike racks.

Senior Project Manager Wong replied no, they are lockers that a bike fits inside and are secured with a combination or key lock.

Commissioner Davis asked about the electric bike companies that put bikes around cities for free including maintenance.

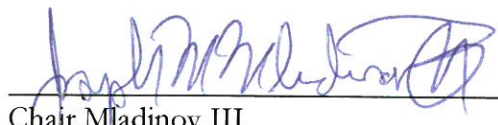
Deputy City Manager Pelser replied Pomona had scooters temporarily and the City was working on an ordinance to deal with the management when the company pulled out because they didn't see

Pomona as a profitable market. He noted there is all kinds of public policy issues because people were leaving them in the right of way and tripping over them.

Chair Mladinov III asked for an update on the food truck in the VPD lot at 3:00 a.m.

Deputy City Manager Pelser replied the Police Department is now enforcing on VPD lots based on the municipal code. He noted the City Council had their first reading of the food vender ordinance on Monday to address the regulation of food vendors in the public right of way and there will be a second reading of that ordinance on October 21, 2019 and if adopted, will go into effect thirty-days later.

ADJOURNMENT: At 6:37 p.m. Chair Mladinov III moved to adjourn the Vehicle Parking District Commission meeting to the next regularly scheduled meeting on November 14, 2019, in the City Council Chambers.



Chair Mladinov III
Vehicle Parking District Commission Chair