



CITY OF POMONA COUNCIL REPORT

March 17, 2025

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Meg McWade, Public Works Director

SUBJECT: RESOLUTION AUTHORIZING DAVID TAUSSIG AND ASSOCIATES AS THE ENGINEER OF RECORD FOR FISCAL YEAR 2025-26 AND ORDERING THE PREPARATION OF THE 2025-26 ENGINEER'S REPORT FOR THE CONSOLIDATED CITYWIDE STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

RECOMMENDATION:

It is recommended that the City Council adopt the following resolution:

RESOLUTION NO. 2025-29 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AUTHORIZING DAVID TAUSSIG AND ASSOCIATES, INC., D/B/A DTA, AS THE ENGINEER OF RECORD FOR FISCAL YEAR 2025-26 AND ORDERING THE PREPARATION OF THE 2025-26 ENGINEER'S REPORT FOR THE CONSOLIDATED CITYWIDE STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

EXECUTIVE SUMMARY:

Adoption of Resolution No. 2025-29 (Attachment No. 1) will declare David Taussig and Associates, Inc., d/b/a DTA (DTA) as the Engineer of Record for Pomona's Consolidated Citywide Street Lighting and Landscaping Maintenance District (District), and will authorize DTA to prepare the Fiscal Year 2025-26 Engineer's Report per the Landscaping and Street Light Act of 1972.

SB1439/GOVERNMENT CODE §84308 APPLICABILITY:

When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$500 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$500 or more made 1) by any person or entity who is identified in the agenda report as the applicant or

proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

FISCAL IMPACT:

The cost of professional services for DTA will be funded through the Assessment Maintenance District funds. The proposed fees are a fixed annual amount of \$14,040. Funding for this action has been submitted for consideration in the preliminary Fiscal Year 2025-26 Budget in the following accounts:

Account No.	Amount
253-4075-52285-00000 (South Garey Ave)	\$1,500
254-4072-52285-00000 (University Corp Ctr)	\$1,000
255-4074-52285-00000 (Citywide Lighting)	\$2,000
256-4073-52285-00000 (Phillips Ranch Assessment)	\$9,540
Total	\$14,040

PUBLIC NOTICING REQUIREMENTS:

No public hearing is required to order the Engineer's Report.

PREVIOUS RELATED ACTION:

The City adopts a Resolution annually declaring the Engineer of Record and ordering the preparation of the Engineer's Report for the Consolidated Citywide Street Lighting and Landscaping Maintenance District. The prior year's resolution was adopted on April 8, 2024.

DISCUSSION:

Approval of this Resolution will establish DTA as the Engineer of Record for the City. The declaration of an Engineer of Record is a statutory requirement that must be completed prior to preparing the Engineer's Report, which outlines the District charges per parcel. The report will be considered at a future public hearing. Upon receiving testimony at the public hearing, the City Council will consider approval of the report for submittal to the Los Angeles County Auditor by the August 2025 deadline.

The Engineer of Record will oversee the following actions for revenue collection: 1) prepare plans, specifications, a cost estimate, diagram, and Engineer's Report, consistent with the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California; 2) conduct a public hearing declaring the City's intention to provide for the annexation of additional property; and 3) establish the Annual Levy Collection of Assessments pursuant to the provisions of Division 15, Part 2 of the Streets and Highways Code of the State of California. These actions are to be approved by Council Resolution and adopted before the Assessment Roll submission, by the Engineer of Record to the Los Angeles County Auditor by August 2025.

Through an informal bid process in 2020, DTA was selected as the Engineer of Record to prepare the Annual Engineer's Report and all other required processes to finalize the City's Assessment Roll. DTA will perform the work for a not-to-exceed amount of \$14,040. The following schedule is anticipated for the required District proceedings for the City's FY 2025-26 Assessment:

DISTRICT RENEWAL PROCEEDINGS AND PROPOSED DATES

Adopt Resolution Designating the Engineer of Record and Ordering
Preparation of the Engineer's Report..... March 3, 2025*
Complete Preliminary Parcel Map Reconciliation..... May 15, 2025
Complete Draft Preliminary Engineer's Report..... May 20, 2025

Adopt Resolution Approving Preliminary Engineer's Report
and Setting a Public Hearing..... June 2, 2025*
Conduct Public Hearing and Adopt Final Resolution*..... July 21, 2025*
Deadline to Submit Assessments/Parcel Information to County Recorder..... August 2025

**Proposed City Council action dates*

Prepared by:

Lindsay A. McElwain, Senior Management Analyst

ATTACHMENT:

Attachment No. 1 – Resolution No. 2025-29