



CITY OF POMONA

PHILLIPS RANCH ASSESSMENT DISTRICT OVERSIGHT COMMITTEE

AGENDA REPORT

December 2, 2025

To: Phillips Ranch Assessment District Oversight Committee

From: Meg McWade, Public Works Director

Submitted By: Shandy Dittman, Public Works Fiscal and Project Manager

SUBJECT: MONUMENT FLAG REPLACEMENT

RECOMMENDATION:

It is recommended that the Phillips Ranch Assessment District Oversight Committee receive requested information on the potential replacement of the monument flags and related lighting improvements.

EXECUTIVE SUMMARY:

This report provides the information requested by the Committee on costs involved with replacing the existing Phillips Ranch monument flags with the United States Flag and State of California Flag, and the respectful retirement of the Phillips Ranch flag. Currently, it is not recommended that the Phillips Ranch flag be retired, as the City has 12 replacement flags in stock. Should it be determined that the Phillips Ranch flag be retired in the future, based on the underfunded service levels of the District, it is recommended community members seek donations for the aesthetic flag project or remove the flags when the current supply is no longer available.

FISCAL IMPACT:

Currently, staff has twelve replacement flags in stock, which does not necessitate the need to replace the flags with a US or California State flag. Once the supply of custom Phillips Ranch flags is exhausted, the Committee could consider replacement with United States and California State flags. If this project were to be done today, staff estimates a fiscal impact of approximately \$100 for each 4' x 6' flag. Upon review of the existing site conditions, ongoing tree trimming and installation of additional lighting is necessary to properly display the flags. Current guidelines indicate that US flags must be illuminated at night from underneath, ideally in a triangular pattern. This would necessitate more regular tree trimming in this area and leave the lights vulnerable to vandalism. Currently, these trees are not maintained on a grid cycle due to lack of funding. Lighting materials are estimated at approximately \$1,500 per light. Labor for tree trimming and light installation is still to be determined. Additionally, with the display of the United States flag comes a responsibility to raise and lower as determined by the Federal, State, or local government, with such labor costs to be borne by the Assessment District. Due to the significantly underfunded maintenance operations within Phillips Ranch, the recommendation is to have community

members seek up-front and ongoing donations for these aesthetic improvements or remove all flags until such time as the Assessment District is funded at appropriate levels.

DISCUSSION:

The monument at the entrance to the Phillips Ranch area on the corner of Mission and Temple currently displays two customized Phillips Ranch flags. Two additional customized Phillips Ranch flags are located on Phillips Ranch Road near Rio Rancho Road. The committee is considering updating these displays to feature the United States flag and the California State flag at each location. The existing Phillips Ranch flags would be respectfully retired in accordance with established flag-retirement protocols.

Staff recommends that the Committee review the proposed costs associated with illuminating the U.S. flag and ongoing aesthetic trimming in relation to other necessary operational expenses, such as weed abatement and water usage. Due to insufficient resources to meet ongoing maintenance needs, any assessment district funds for an aesthetic flag replacement are not recommended for prioritization. Currently, staff has twelve (12) flags in stock and replaces the Phillips Ranch flag approximately once per year, so there is no current need to change the aesthetic of the flags, nor is there available budget.



*Phillips Ranch Custom Flags - Temple Ave. & Mission Blvd/Diamond Bar Blvd., Pomona, CA
(Google Maps May 2025)*



*Phillips Ranch Custom Flags - Phillips Ranch Rd. near 60 FWY and Rio Rancho Rd., Pomona, CA
(Google Maps October 2025)*

Prepared by:

Christine Valerio, Management Analyst