



CITY OF POMONA COUNCIL REPORT

April 20, 2026

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 DTA PUBLIC FINANCE, INC. AS THE ENGINEER OF RECORD FOR FISCAL YEAR 2026-27 AND ORDERING THE PREPARATION OF THE 2026-27 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. 2026-39 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA, AUTHORIZING DTA PUBLIC FINANCE, INC., AS THE ENGINEER OF RECORD FOR FISCAL YEAR 2026-27 AND ORDERING THE PREPARATION OF THE 2026-27 ENGINEER'S REPORT FOR THE CONSOLIDATED CITYWIDE STREET LIGHTING AND LANDSCAPING MAINTENANCE DISTRICT

EXECUTIVE SUMMARY:

Adoption of Resolution No. 2026-39 (Attachment No. 1) will declare DTA Public Finance Inc., (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 2026-27 Engineer's Report per the Landscaping and Street Light Act of 1972.

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 \$18,620. Funding for this action was approved with the award of the agreement to DTA in January 2026. Funding for Engineer of Record services after July 1, 2026 was submitted for consideration in the preliminary Fiscal Year 2026-27 Budget in the following accounts:

Account No.	Amount
Fund: FD253, Assessment District - South Garey Assessment Zone DEF Cost Center: CC4075, Garey Avenue Zones D, E, and F Spend Category: Required Contract Services	\$2,000
Fund: FD254, Assessment District - University Corporate Center #4 Cost Center: CC4072, University Corporate Center MD#4 Zone H Spend Category: Required Contract Services	\$2,200
Fund: FD255, Assessment District - Garey Maintenance Assessment Zone Cost Center: CC4074, Street Lighting Zone C Spend Category: Required Contract Services	\$6,500
Fund: FD256, Assessment District - Phillips Ranch Maintenance Cost Center: CC4073, Phillips Ranch Zones A and B Spend Category: Required Contract Services	\$7,920
Total	\$18,620

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 March 3, 2025.

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 2026 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 2026.

Through a bid process in 2025, 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 \$18,620. The following schedule is anticipated for the required District proceedings for the City's FY 2026-27 Assessment:

DISTRICT RENEWAL PROCEEDINGS AND PROPOSED DATES

Adopt Resolution Designating the Engineer of Record and Ordering
Preparation of the Engineer's Report.....April 20, 2026*
Adopt Resolution Approving Preliminary Engineer's Report
and Setting Public Hearing.....May 18, 2026*
Conduct Public Hearing and Adopt Final Resolution*July 6, 2026*
Deadline to Submit Assessments/Parcel Information to County Recorder.....August 2026
**Proposed City Council action dates*

Prepared by:
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ATTACHMENT:
Attachment No. 1 – Resolution No. 2026-39