City of
Diamond Bar

City Council Agenda

Tuesday, April 16, 2024 6:30 PM

South Coast Air Quality Management District/Main Auditorium
21865 Copley Drive, Diamond Bar, CA 91765

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ANDREW CHOU
Council Member

RUTH M. LOW
Council Member

STEVE TYE
Council Member

STAN LIU
Mayor

CHIA TENG
Mayor Pro Tem

City Manager Dan Fox • City Attorney Omar Sandoval • City Clerk Kristina Santana

DIAMOND BAR CITY COUNCIL MEETING RULES

Welcome to the meeting of the Diamond Bar City Council. Meetings are open to the public and are broadcast on Spectrum Cable Channel 3 and Frontier FiOS television Channel 47. You are invited to attend and participate. Copies of staff reports or other written documentation relating to agenda items are on file and available for public inspection by contacting the Office of the City Clerk. If requested, the agenda will be made available in an alternative format to a person with disability as required by Section 202 of the Americans with Disabilities Act of 1990. If you have questions regarding an agenda item, please contact the City Clerk at (909) 839-7010 during regular business hours.

PUBLIC INPUT

Members of the public may address the Council on any item of business on the agenda during the time the item is taken up by the Council. In addition, members of the public may, during the Public Comment period address the Council on any Consent Calendar item or any matter not on the agenda and within the Council's subject matter jurisdiction. Any material to be submitted to the City Council at the meeting should be submitted through the City Clerk.

Speakers are limited to five minutes per agenda item, unless the Mayor determines otherwise. The Mayor may adjust this time limit depending on the number of people wishing to speak, the complexity of the matter, the length of the agenda, the hour and any other relevant consideration. Speakers may address the Council only once on an agenda item, except during public hearings, when the applicant/appellant may be afforded a rebuttal.

Public comments must be directed to the City Council. A person who disrupts the orderly conduct of the meeting after being warned by the Mayor or the Mayor's designee that their behavior is disrupting the meeting, may result in the person being removed from the meeting.

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Agendas for regular City Council meetings are available 72 hours prior to the meeting and are posted in the City's regular posting locations, on DBTV (on Spectrum Cable Channel 3 and Frontier FiOS television Channel 47) and on the City's website at www.diamondbarca.gov/agendas. The City Council may take action on any item listed on the agenda.

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CITY OF DIAMOND BAR

CITY COUNCIL AGENDA

April 16, 2024

CALL TO ORDER:	6:30 p.m.
PLEDGE OF ALLEGIANCE:	Mayor
INVOCATION:	Kenton Tse, Children's Ministry Director, Gateway Friends Church
ROLL CALL:	Chou, Low, Tye, Mayor Pro Tem Teng, Mayor Liu
APPROVAL OF AGENDA:	Mayor

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

1.1 Proclamation Declaring May 2024 as Water Awareness Month.

1.2 Special Recognition to the Beydler Family.

2. CITY MANAGER REPORTS AND RECOMMENDATIONS:

3. PUBLIC COMMENTS:

"Public Comments" is the time reserved on each regular meeting agenda to provide an opportunity for members of the public to directly address the Council on Consent Calendar items or other matters of interest not on the agenda that are within the subject matter jurisdiction of the Council. Although the City Council values your comments, pursuant to the Brown Act, members of the City Council or Staff may briefly respond to public comments if necessary, but no extended discussion and no action on such matters may take place. There is a five-minute maximum time limit when addressing the City Council.

4. SCHEDULE OF FUTURE EVENTS:

4.1 Arbor Day Tree Planting Ceremony – April 17, 2024, 9:00 – 10:00 a.m., Larkstone Park, 20668 Larkstone Dr.

4.2 Free Catalytic Converter Etching – April 17, 2024, 9:00 – 11:00 a.m., Calvary Chapel Golden Springs, 22324 Golden Springs Dr.

4.3 Earth Day Celebration – April 20, 2024, 9:00 a.m. – 2:00 p.m., AQMD Parking Lot, 21865 Copley Dr.

4.4 Planning Commission Meeting – April 23, 2024 – cancelled.

4.5 Public Safety Seminar – April 24, 2024, 6:00 – 7:30 p.m., South Pointe Middle School, 20671 Larkstone Dr.

4.6 City Council Meeting – May 7, 2024, 6:30 p.m., online teleconference and SCAQMD Main Auditorium, 21865 Copley Dr.

5. CONSENT CALENDAR:

All items listed on the Consent Calendar are considered by the City Council to be routine and will be acted on by a single motion unless a Council Member or member of the public request otherwise, in which case, the item will be removed for separate consideration.

5.1 CITY COUNCIL MINUTES OF THE APRIL 2, 2024 REGULAR MEETING.

5.1.a April 2, 2024 City Council Regular Meeting Minutes

Recommended Action:

Approve the April 2, 2024 Regular City Council meeting minutes.

Requested by: City Clerk

5.2 RATIFICATION OF CHECK REGISTER DATED MARCH 27, 2024 THROUGH APRIL 9, 2024 TOTALING $1,101,148.97.

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

5.3 TREASURER'S STATEMENT.

Recommended Action:

Approve the March 2024 Treasurer's Statement.

Requested by: Finance Department

5.4 CALIFORNIA ENVIRONMENTAL QUALITY ACT VEHICLE MILES TRAVELED SIGNIFICANCE THRESHOLDS UPDATE.

Recommended Action:

Adopt Resolution No. 2024-12 adopting the updates to the CEQA VMT significance thresholds.

Requested by: Community Development Department

5.5 CONTINUED PARTICIPATION IN THE LOS ANGELES URBAN COUNTY PERMANENT LOCAL HOUSING ALLOCATION ("PLHA") PROGRAM.

Recommended Action:

A. Adopt Resolution No. 2024-13 approving the City's participation in Year 4 of the Los Angeles Urban County PLHA Program; identifying proposed activities for the expenditure of $145,682 in PLHA funding; and authorizing the City Manager to sign a reimbursable contract with the Los Angeles County Development Authority ("LACDA"); and

B. Determine that the proposed action does not constitute a project and is therefore exempt from the California Environmental Quality Act ("CEQA").

Requested by: Community Development Department

5.6 ARBOR DAY PROCLAMATION.

Recommended Action:

Adopt a Proclamation declaring April 26, 2024 as Arbor Day.

Requested by: City Manager

6. PUBLIC HEARINGS: NONE.

7. COUNCIL CONSIDERATION:

7.1 HERITAGE PARK AND COMMUNITY CENTER RENOVATION PROJECT DESIGN CONCEPTS AND 1ST AMENDMENT TO CONSULTANT SERVICES AGREEMENT (CIP# FP24502).

Recommended Action:

A. Receive presentation on the design options and provide direction to staff;

B. Approve and authorize the City Manager to sign the First Amendment to the Consulting Services Agreement with Black O'Dowd and Associates, Inc. for design services; and

C. Determine that the approval of the amendment to the design services agreement for the proposed Project is not subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Article 18 Section 15262.

Requested by: Public Works Department

8. COUNCIL SUB-COMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS/COUNCIL MEMBER COMMENTS:

9. ADJOURNMENT:

Agenda #: *5.1*
Meeting Date: *April 16, 2024*

CITY OF DIAMOND BAR INCORPORATED 1989

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **CITY COUNCIL MINUTES OF THE APRIL 2, 2024 REGULAR MEETING.**

STRATEGIC GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Approve the April 2, 2024 Regular City Council meeting minutes.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Minutes have been prepared and are being presented for approval.

PREPARED BY:

Kristina Santana

Kristina Santana, City Clerk 4/16/2024

REVIEWED BY:

Ryan McLean

Ryan McLean, Assistant City Manager 4/8/2024

Attachments:

1. 5.1.a April 2, 2024 City Council Regular Meeting Minutes

CITY OF DIAMOND BAR
MINUTES OF THE CITY COUNCIL REGULAR MEETING
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT/MAIN AUDITORIUM
21865 COPLEY DRIVE, DIAMOND BAR, CA 91765
APRIL 2, 2024

CALL TO ORDER: Mayor Liu called the Regular City Council meeting to order at 6:30 p.m. in the South Coast Air Quality Management District Main Auditorium, 21865 Copley Drive, Diamond Bar, CA 91765.

PLEDGE OF ALLEGIANCE: Council Member Low led the Pledge of Allegiance.

INVOCATION: Deacon Alfred Guerrero, St. Denis Catholic Church, provided the invocation.

ROLL CALL: Council Members Ruth Low and Mayor Pro Tem Chia Yu Teng, and Mayor Stan Liu

Absent: Council Members Andrew Chou and Steve Tye

Staff present in person: Dan Fox, City Manager; Ryan McLean, Assistant City Manager; Omar Sandoval, City Attorney; David Liu, Public Works Director; Cecilia Arellano, Senior Community Relations Coordinator; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk

Staff present telephonically: Ken Desforges, Information Systems Director; Amy Haug, Human Resources and Risk Manager; Greg Gubman, Community Development Director; Nicholas Delgado, Management Analyst; Hal Ghafari, Public Works Manager/Assistant City Engineer

Others present: Aaron Scheller, Deputy, Diamond Bar/Walnut Sheriff's Station; Daniel Dail, Lieutenant, Diamond Bar/Walnut Sheriff's Station; Leticia Pacillas, LACFD Community Services Liaison (telephonically)

APPROVAL OF AGENDA: Mayor Liu approved the agenda as presented.

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS: NONE

2. CITY MANAGER REPORTS AND RECOMMENDATIONS:

3. PUBLIC COMMENTS:

Cynthia Yu, Diamond Bar Library, spoke about the launch of the new overarching relearning service model Smart Start at all 85 community library locations, the April 8th solar eclipse, and implementation of touch screen multi-functional kiosks at the Diamond Bar Library. For additional information on these and other programs and services including 24-hour online services, visit the library website at www.lacountylibrary.org.

CC/Santana reported that no Public Comment emails were submitted and that there were no online callers requesting to speak under Public Comments.

4. SCHEDULE OF FUTURE EVENTS: CM/Fox presented the Schedule of Future Events.

5. CONSENT CALENDAR: C/Low moved, MPT/Teng seconded, to approve the Consent Calendar as presented. Motion carried 3-0 by the following Roll Call vote:

AYES:	COUNCIL MEMBERS:	Low, MPT/Teng, M/Liu
NOES:	COUNCIL MEMBERS:	None
ABSENT:	COUNCIL MEMBERS:	Chou, Tye

5.1 APPROVED CITY COUNCIL MINUTES:

5.1.1 MARCH 19, 2024 STUDY SESSION
5.1.2 MARCH 19, 2024 REGULAR MEETING

5.2 RATIFIED CHECK REGISTER DATED MARCH 13, 2024 THROUGH MARCH 26, 2024 TOTALING $473,813.81.

5.3 APPROVED CITY COUNCIL RECOGNITION POLICY 2019-02 REVISIONS.

5.4 AWARDED CONSTRUCTION AGREEMENT TO ONYX PAVING COMPANY, INC. FOR THE AREA 3 RESIDENTIAL & COLLECTOR STREETS REHABILITATION AND ARTERIAL STREET REHABILITATION (GOLDEN SPRINGS DRIVE FROM GRAND AVENUE TO AVENIDA RANCHEROS, GRAND AVENUE FROM DIAMOND BAR BOULEVARD TO EAST CITY LIMITS, AND STREETS WITHIN THE GATEWAY CORPORATE CENTER) PROJECT NOS. S124101 & S124103, THE GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS (PROJECT NO. PW23402) AND THE COLD SPRING LANE GROUNDWATER DRAINAGE IMPROVEMENTS (PROJECT NO. S124101) AS FOLLOWS:

A. DETERMINED THAT APPROVING THE CONSTRUCTION AGREEMENT FOR THE PROPOSED PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT PURSUANT TO SECTION 15301(c) OF THE CEQA GUIDELINES;

B. APPROPRIATED A TOTAL OF $644,121 IN ADDITIONAL FUNDING FROM THE FOLLOWING FUNDS - $452,100 PROP C FUND 207, $50,000 PROP A FUND 206, AND $142,021 MEASURE W FUND 201, TO FUND THE PROJECT’S CONTINGENCY;

C. APPROVED THE PROPOSED ADJUSTMENTS TO THE CIP BUDGET AND ESTABLISHED A PROJECT PAYMENT ACCOUNT CONTAINING SUFFICIENT FUNDS FROM THE CURRENT FISCAL YEAR BUDGET; AND,

D. APPROVED AND AUTHORIZED THE CITY MANAGER TO SIGN A CONSTRUCTION AGREEMENT WITH ONYX PAVING COMPANY, INC. IN THE AMOUNT OF $9,369,000 PLUS A CONTINGENCY AMOUNT OF $936,900, FOR CONTRACT CHANGE ORDERS TO BE APPROVED BY THE CITY MANAGER, FOR A TOTAL AUTHORIZATION AMOUNT OF $10,305,900.

5.5 LANDSCAPE ASSESSMENT DISTRICT NOS 38, 39-2022 AND 41-2021 FOR FISCAL YEAR 2024-2025.

A ADOPTED RESOLUTION NO. 2024-09 ORDERING THE CITY ENGINEER TO PREPARE AND TO FILE AN ENGINEER'S REPORT RELATED TO MAINTENANCE IMPROVEMENTS IN LANDSCAPING ASSESSMENT DISTRICT NO. 38 AND ANY ASSESSMENT THEREON FOR FISCAL YEAR 2024/25;

B. ADOPTED RESOLUTION NO. 2024-10 ORDERING THE CITY ENGINEER TO PREPARE AND TO FILE AN ENGINEER'S REPORT RELATED TO MAINTENANCE OF IMPROVMENTS IN THE LANDSCAPING ASSESSMENT DISTRICT NO. 39, 2021 AND ANY ASSESSMENT THEREON FOR FISCAL YEAR 2024/25;

C. ADOPTED RESOLUTION NO. 2024-11 ORDERING THE CITY ENGINEER TO PREPARE AND TO FILE AN ENGINEER'S REPORT RELATED TO MAINTENANCE OF IMPROVEMENTS IN THE LANDSCAPING ASSESSMENT DISTRICT NO. 41-2021 AND ANY ASSESSMENT THEREON FOR FISCAL YEAR 2024/25; AND,

D. APPROVED AND AUTHORIZED THE CITY MANAGER TO EXECUTE THE FOURTH AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH SCI CONSULTING TO PROVIDE SPECIAL ANNUAL ASSESSMENT ENGINEERING SERVICES THROUGH JUNE 30, 2025.

6. **PUBLIC HEARINGS:** NONE

7. **COUNCIL CONSIDERATION:**

7.1 PRESENTATION OF 2023 PUBLIC SAFETY ANNUAL REPORT.

ACM/McLean presented an update on the 2023 Public Safety Annual Report.

Upon conclusion of the presentation, M/Liu called for public comments.

No Public Comments were offered.

ACM/McLean, Lt. Dail and Deputy Scheller responded to Council questions and comments.

C/Low moved, MPT/Teng seconded, to receive the 2023 Public Safety Annual Report. Motion carried by the following Roll Call vote:

AYES:	COUNCIL MEMBERS:	Low, MPT/Teng, M/Liu
NOES:	COUNCIL MEMBERS:	None
ABSENT:	COUNCIL MEMBERS:	Chou, Tye

8. **COUNCIL SUBCOMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS/COUNCIL MEMBER COMMENTS:**

C/Low spoke about her attendance at the LA County Library Commission meeting, the May 19th Friends of the Library Fundraiser Brushes ‘n Vino Paint Party at Heritage Park, her attendance at the Senator Bob Archuleta’s 2024 Woman of Achievement Award presentation, her attendance at the Capital Projects Committee meeting of the San Gabriel Council of Governments for which she provided photos of the SR57/60 Confluence Project progress, and provided photos and an opening date of April 20th for the Diamond Bar Golf Course.

MPT/Teng attended the 2024 San Gabriel Valley Economic Forecast Summit. He congratulated Diamond Bar on its 35th Anniversary of cityhood and hoped everyone would join in the celebration.

M/Liu thanked staff for the presentations and law enforcement and first responders for keeping the City safe, thanked Cynthia Yu for showing him the new self-checkout kiosks, attended the Sanitation District meeting last week, and attended the Cal Cities Policy Committee meeting as a member of the Public Safety Committee the LA Chapter of the Public Safety Task Force. He was very happy to be in the company of families and kids celebrating Easter and hoped to see everyone at the City’s 35th Birthday Party this Saturday.

ADJOURNMENT: With no further business to conduct, M/Liu adjourned the Regular City Council Meeting at 7:35 p.m.

Respectfully Submitted,

Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 16th day of April, 2024.

Stan Liu, Mayor

Agenda #: *5.2*
Meeting Date: *April 16, 2024*

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **RATIFICATION OF CHECK REGISTER DATED MARCH 27, 2024 THROUGH APRIL 9, 2024 TOTALING $1,101,148.97.**

STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of $1,101,148.97.

BACKGROUND/DISCUSSION:

The City has established the policy of issuing accounts payable checks on a weekly basis with City Council ratification at the next scheduled City Council Meeting.

The attached check register containing checks dated March 27, 2024 through April 9, 2024 totaling $1,101,148.97 is being presented for ratification. All payments have been made in compliance with the City's purchasing policies and procedures, and have been reviewed and approved by the appropriate departmental staff. The attached Affidavit affirms that the check register has been audited and deemed accurate by the Finance Director.

PREPARED BY:

Luisa Allen

Luisa Allen, Accounting Technician 4/16/2024

REVIEWED BY:

Peter Samy

Peter Samy, Finance Supervisor 4/10/2024

Jason Jacobsen

Jason Jacobsen, Finance Director 4/10/2024

Attachments:
1. 5.2.a Check Register Affidavit 4-16-2024
2. 5.2.b Check Register 4-16-2024

CITY OF DIAMOND BAR
CHECK REGISTER AFFIDAVIT

The attached listings of demands, invoices, and claims in the form of a check register including checks dated March 27, 2024 through April 9, 2024 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

Description	Amount
General Fund	$953,081.43
LLAD 38 Fund	$593.07
LLAD 39 Fund	$295.28
LLAD 41 Fund	$295.28
Integrated Waste Mgmt Fund AB939	$7,493.32
Prop C Transit Tax Fund	$10,421.54
Prop A Transit Tax Fund	$8,213.11
Community Dev Block Grant Fund	$63.09
Capital Imprv Project Fund	$27,262.84
General Plan Update Fund	$26,076.54
Equip Maint & Replacement Fund	$30,404.36
Measure R Local Return Fund	$73.71
Pool Cash Fund	$24,245.51
Measure W Local Return Fund	$12,556.17
Bldg Facility & Maint Fund	$73.72
	$1,101,148.97

Signed:

Finance Director
Jason M. Jacobsen

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11559	3/27/2024	SOUTHERN CALIFORNIA EDISON		22745 SUNSET CROSSING (021324-031324) FY23-24	238638	52210	$15.57
						CHECK TOTAL	**$15.57**
11560	3/27/2024	SOUTHERN CALIFORNIA EDISON		2025 DIAMOND BAR BLVD (021324-031324) FY23-24	238638	52210	$15.31
						CHECK TOTAL	**$15.31**
11561	3/27/2024	SOUTHERN CALIFORNIA EDISON		3564 BREA CYN RD (021324-031324) FY23-24	238638	52210	$15.31
						CHECK TOTAL	**$15.31**
11562	3/27/2024	SOUTHERN CALIFORNIA EDISON		2746 BREA CANYON RD (021324-031324) FY23-24	238638	52210	$15.31
						CHECK TOTAL	**$15.31**
11563	3/27/2024	SOUTHERN CALIFORNIA EDISON		CITYHALL (021324-031324) FY23-24	100620	52210	$12,836.97
						CHECK TOTAL	**$12,836.97**
11564	3/28/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 809 S DBB - TC-1	100655	52210	$90.73
						CHECK TOTAL	**$90.73**
11565	3/28/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 1798 DBB/22566 GLDN SPRGS - TC-1	100655	52210	$207.50
						CHECK TOTAL	**$207.50**
11566	3/28/2024	SOUTHERN CALIFORNIA EDISON		TRAFFIC CONTROL - 553 N DBB, ETC. - TC-1	100655	52210	$1,150.45
						CHECK TOTAL	**$1,150.45**
11568	4/2/2024	SOUTHERN CALIFORNIA EDISON		652 S BREA CANYON RD (022124-032024) FY23-24	238638	52210	$15.11
						CHECK TOTAL	**$15.11**
11569	4/2/2024	SOUTHERN CALIFORNIA EDISON		3334 1/2 BREA CANYON RD (022224-032124) FY23-24	100630	52210	$84.78
						CHECK TOTAL	**$84.78**
11570	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	238	21118	$4.81
	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	239	21118	$4.81
	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	241	21118	$4.81

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	207	21118	$18.94
	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	250	21118	$34.52
	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	206	21118	$75.31
	3/29/2024	TASC		FLEX SPENDING MEDICAL/CHILDCARE 03/29/2024	100	21118	$1,823.08
						CHECK TOTAL	**$1,966.28**
11571	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	225	21109	$5.62
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	201	21109	$121.47
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	239	21109	$141.34
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	241	21109	$141.34
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	206	21109	$193.57
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	250	21109	$210.71
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	207	21109	$254.73
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	238	21109	$282.68
	3/29/2024	VANTAGEPOINT TRNSFR AGNTS-303248		DEFERRED COMP CONTRIBUTIONS/LOAN PYMTS 03/29/2024	100	21109	$13,093.29
						CHECK TOTAL	**$14,444.75**
11572	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	225	21110	$57.47
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	204	21110	$73.71

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	203	21110	$73.72
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	239	21110	$149.13
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	241	21110	$149.13
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	238	21110	$228.97
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	201	21110	$434.70
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	207	21110	$726.42
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	206	21110	$922.67
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	250	21110	$1,910.63
	3/29/2024	CALPERS		PENSION CONTRIBUTION 3/09/24-3/22/24 & 3/1-3/31/24	100	21110	$41,473.03
						CHECK TOTAL	**$46,199.58**
11573	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 3798 S BREA CYN RD. - LS-2	100655	52210	$68.18
						CHECK TOTAL	**$68.18**
11574	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - BREA CYN/OAKCREST - LS-2	100655	52210	$68.71
						CHECK TOTAL	**$68.71**
11575	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - BREA CYN/FALLOWFIELD - LS-2	100655	52210	$90.23
						CHECK TOTAL	**$90.23**
11576	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21615 GATEWAY CTR DR - LS-2	100655	52210	$90.90
						CHECK TOTAL	**$90.90**
11577	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 2201 DBB - LS-2	100655	52210	$90.90
						CHECK TOTAL	**$90.90**
11578	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1003 GOLDEN SPRINGS - LS-2	100655	52210	$119.61
						CHECK TOTAL	**$119.61**
11579	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1DBB/TEMPLE - LS-2	100655	52210	[illegible]

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	**$129.54**
11580	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - VARIOUS LS-1	100655	52210	$919.88
						CHECK TOTAL	**$919.88**
11581	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 22805 GOLDEN SPRINGS - LS-2	100655	52210	$113.64
						CHECK TOTAL	**$113.64**
11582	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1025 BREA CYN TC1 - LS-2	100655	52210	$144.48
						CHECK TOTAL	**$144.48**
11583	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21325 PATHFINDER RD - LS-2	100655	52210	$248.84
						CHECK TOTAL	**$248.84**
11584	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21250 GOLDEN SPRINGS - LS-2	100655	52210	$90.90
						CHECK TOTAL	**$90.90**
11585	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 1798 DBB/22566 GLDN SPRGS - LS-2	100655	52210	$203.87
						CHECK TOTAL	**$203.87**
11586	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 24230 GOLDEN SPRINGS - LS-2	100655	52210	$86.26
						CHECK TOTAL	**$86.26**
11587	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 21010 WASHINGTON AVE - LS-2	100655	52210	$108.31
						CHECK TOTAL	**$108.31**
11588	4/3/2024	SOUTHERN CALIFORNIA EDISON		SAFETY LIGHTS - 3201 S DBB - LS-2	100655	52210	$136.37
						CHECK TOTAL	**$136.37**
11595	4/9/2024	AIMTD LLC		TRAFFIC COUNTS - DBB BETWEEN GOLDEN SPRGS/PALOMINO	100615	54400	$660.00
						CHECK TOTAL	**$660.00**
11596	4/9/2024	ALL CITY MANAGEMENT SERVICES INC		CROSSING GUARD SERVICES - 3/3/24-3/16/24	100310	55412	$13,106.04
						CHECK TOTAL	**$13,106.04**
11597	4/9/2024	AMERICOMP TONER & REPAIR LLC		PRINTER MAINTENANCE - TRANSFER KIT	100230	51200	$546.41

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	**$546.41**
11598	4/9/2024	NAILA ASAD BARLAS		STIPEND-PC MTG 2-13-24	100410	52525	$65.00
						CHECK TOTAL	**$65.00**
11599	4/9/2024	BRIAN MARTINEZ		PHOTO SERVICES FOR ST. PATRICK'S SENIOR DANCE	100240	54900	$450.00
						CHECK TOTAL	**$450.00**
11600	4/9/2024	CHRISTINA COX LUCCA		CITY BIRTHDAY	100520	52300	$3,853.75
						CHECK TOTAL	**$3,853.75**
11601	4/9/2024	CIVICPLUS LLC		ANNUAL SUPPORT - CITY WEBSITE - 2024	100230	52314	$21,131.93
	4/9/2024	CIVICPLUS LLC		MUNICIPAL CODE	100140	54900	$431.25
						CHECK TOTAL	**$21,563.18**
11602	4/9/2024	CREATE & LEARN INC		INSTRUCTOR PAYMENT - COMPUTER - WS24	100520	55320	$331.20
						CHECK TOTAL	**$331.20**
11603	4/9/2024	DANIEL ENGSTROM		PERFORMANCE FOR CITY BIRTHDAY	100520	55300	$1,900.00
						CHECK TOTAL	**$1,900.00**
11604	4/9/2024	CAROL A DENNIS		MINUTES TRANSCRIPTION FOR COUNCIL MEETING	100140	54900	$375.00
						CHECK TOTAL	**$375.00**
11605	4/9/2024	EPTURA INC		ANNUAL SUPPORT - MANAGER PLUS (EPTURA) 2024	100230	52314	$10,090.10
						CHECK TOTAL	**$10,090.10**
11606	4/9/2024	EWING IRRIGATION PRODUCTS INC		PARKS & FACILITIES MAINT	100630	52320	$53.83
						CHECK TOTAL	**$53.83**
11607	4/9/2024	FEHR & PEERS		TRAFFIC STUDY REVIEW - TOWN CENTER	103410	54300	$725.29
	4/9/2024	FEHR & PEERS		ON-CALL TRAFFIC AND TRANS - JAN/FEB 2024	100615	54410	$4,961.59
						CHECK TOTAL	**$5,686.88**
11608	4/9/2024	FIDUCIARY EXPERTS LLC		FIDUCIARY OVERSIGHT QUARTERLY FEES	100220	54900	$2,000.00
						CHECK TOTAL	**$2,000.00**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11609	4/9/2024	FOOTHILL BUILDING MATERIALS INC		SANDBAGS 030624 (STATION#119 PATHFINDER) FY23-24	100350	51200	$557.90
						CHECK TOTAL	**$557.90**
11610	4/9/2024	FRESH CUT FOODS, LLC		SENIOR DANCE CATERING	100520	55310	$2,119.20
						CHECK TOTAL	**$2,119.20**
11611	4/9/2024	GO LIVE TECHNOLOGY INC		ELM PROJECT MGMT - MAR 2024	503230	56135	$5,937.50
						CHECK TOTAL	**$5,937.50**
11612	4/9/2024	GOTO COMMUNICATIONS INC		CITYWIDE PHONE SYSTEM - APR 2024	100230	52200	$2,694.70
						CHECK TOTAL	**$2,694.70**
11613	4/9/2024	WOODS MAINTENANCE SERVICES INC		GRAFFITI ABATEMENT - MARCH 2024	100430	55540	$3,075.00
						CHECK TOTAL	**$3,075.00**
11614	4/9/2024	GUARANTEED JANITORIAL SERVICE INC		JANITORIAL SERVICES (SYCAMORE PARK) FY23-24	100630	55505	$768.00
						CHECK TOTAL	**$768.00**
11615	4/9/2024	H & L CHARTER CO INC		SENIOR EXCURSION CHARTER SERVICE	206520	55310	$1,264.06
						CHECK TOTAL	**$1,264.06**
11616	4/9/2024	HEATHER JEN CHANG		CONTRACT CLASS INSTRUCTOR- ART	100520	55320	$624.00
						CHECK TOTAL	**$624.00**
11617	4/9/2024	HOME DEPOT CREDIT SERVICES		ROAD MAINTENANCE SUPPLIES FY23-24	100655	51250	$142.85
						CHECK TOTAL	**$142.85**
11618	4/9/2024	JAMES EVENT PRODUCTION INC		ENTERTAINMENT SERVICES FOR CITY BIRTHDAY	100520	55300	$48,550.00
						CHECK TOTAL	**$48,550.00**
11619	4/9/2024	JOE A GONSALVES & SON INC		STATE LOBBYIST- PROF. SERVICES IN APR	100130	54900	$2,500.00
						CHECK TOTAL	**$2,500.00**
11620	4/9/2024	K7 ENTERPRISES		MEET THE MAYOR SIGNAGE	100240	52110	$97.59
	4/9/2024	K7 ENTERPRISES		HISTORY SIGNAGE FOR BDAY BOOTH	100240	52110	$757.28
	4/9/2024	K7 ENTERPRISES		DBC 20TH ANNIVERSARY SIGNAGE	100510	52110	$198.30
	4/9/2024	K7 ENTERPRISES		DBC 20TH ANNIVERSARY PHOTOS	100510	52110	$292.76
						CHECK TOTAL	**$1,345.93**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11621	4/9/2024	KIMLEY HORN AND ASSOCIATES INC		ON-CALL TRAFFIC ENGR - THRU 1/31/24	100615	54410	$2,140.57
	4/9/2024	KIMLEY HORN AND ASSOCIATES INC		LAND DEV - 850 BREA CYN RD PROJECT - THRU 1/31/24	100	22109	$832.23
	4/9/2024	KIMLEY HORN AND ASSOCIATES INC		ON-CALL TRAFFIC ENGR - THRU 2/29/24	100615	54410	$2,277.66
	4/9/2024	KIMLEY HORN AND ASSOCIATES INC		LAND DEV - 850 BREA CYN RD	100	22109	$1,203.94
						CHECK TOTAL	**$6,454.40**
11622	4/9/2024	LA COUNTY ASSESSOR OFFICE		SBF ABSTRACT - FEB 2024	100230	52314	$150.00
						CHECK TOTAL	**$150.00**
11623	4/9/2024	LANCE SOLL & LUNGHARD LLP		PROF. SVCS - SCW PROGRAM AUDIT	201210	54010	$12,000.00
						CHECK TOTAL	**$12,000.00**
11624	4/9/2024	LANDS' END INC		RECREATION STAFF JACKETS	100520	51200	$2,380.79
						CHECK TOTAL	**$2,380.79**
11625	4/9/2024	LIEBE SHERI-LYN		CONTRACT CLASS INSTRUCTOR -DANCE	100520	55320	$510.00
						CHECK TOTAL	**$510.00**
11626	4/9/2024	LIZA G MONTIEL		SENIOR DANCE DJ 3.21.24	100520	55300	$350.00
						CHECK TOTAL	**$350.00**
11627	4/9/2024	LOS ANGELES COUNTY PUBLIC WORKS		CS - INDUSTRIAL SERVICES - FEB 2024	100610	55550	$7,163.37
						CHECK TOTAL	**$7,163.37**
11628	4/9/2024	LOS ANGELES COUNTY SHERIFF'S DEPT		FY2023-24 GEN LAW ENF. SERVICES - JAN 2024	100310	55400	$627,720.11
	4/9/2024	LOS ANGELES COUNTY SHERIFF'S DEPT		FY2023-24 LAW ENFORCEMENT SERVICES	100310	55402	$11,052.33
						CHECK TOTAL	**$638,772.44**
11629	4/9/2024	MAHENDRA GARG		STIPEND-PC MTG 2-13-24	100410	52525	$65.00
						CHECK TOTAL	**$65.00**
11630	4/9/2024	MAJESTIC MARKETING		REUSABLE TOTES FOR CITY'S 35TH BDAY	100240	51400	$4,452.07
	4/9/2024	MAJESTIC MARKETING		REUSABLE TOTES FOR CITY'S 35TH BDAY	250170	51400	$5,337.46
	4/9/2024	MAJESTIC MARKETING		REUSABLE TOTES FOR CITY'S 35TH BDAY	100520	51200	$6,793.13

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	**$16,582.66**
11631	4/9/2024	METROLINK		METROLINK PASSES - APRIL 2024	206650	55610	$1,151.50
	4/9/2024	METROLINK		METROLINK PASSES - APRIL 2024	206650	55620	$4,606.00
						CHECK TOTAL	**$5,757.50**
11632	4/9/2024	MICHAEL BAKER INTERNATIONAL INC		CANYON LOOP TRAIL -HMMP PROJECT MANAGER-FEB 24	301630	56104	$1,012.84
						CHECK TOTAL	**$1,012.84**
11633	4/9/2024	MOBILE RELAY ASSOCIATES INC		REPEATER SERVICES FOR EMERGENCY PREPAREDNESS IN APR	100350	52300	$78.75
						CHECK TOTAL	**$78.75**
11634	4/9/2024	NOODOE INC		CONTRACT WITHHOLDING: 32000296	301	29004	$2,250.00
						CHECK TOTAL	**$2,250.00**
11635	4/9/2024	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		PRE-EMPLOYMENT PHYSICAL FEES	100220	52510	$353.00
						CHECK TOTAL	**$353.00**
11636	4/9/2024	ONE TIME PAY VENDOR	ANAYSUYA VIJJESWARAPU	FACILITIES REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**
11637	4/9/2024	ONE TIME PAY VENDOR	ARJUN SUTARIA	FACILITY DEPOSIT REFUND	100	20202	$727.47
						CHECK TOTAL	**$727.47**
11638	4/9/2024	ONE TIME PAY VENDOR	BAPS	FACILITIES REFUND	100	20202	$200.00
	4/9/2024	ONE TIME PAY VENDOR	BAPS	FACILITY DEPOSIT REFUND	100	20202	$200.00
						CHECK TOTAL	**$400.00**
11639	4/9/2024	ONE TIME PAY VENDOR	BRIAN CHU	FACILITIES REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**
11640	4/9/2024	ONE TIME PAY VENDOR	CECILIA CHEUNG	FACILITIES REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**
11641	4/9/2024	ONE TIME PAY VENDOR	CHERYL PENAIA	FACILITIES REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**
11642	4/9/2024	ONE TIME PAY VENDOR	FRANCINE LEE	FACILITY REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11643	4/9/2024	ONE TIME PAY VENDOR	GARLAN LO	FACILITIES REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**
11644	4/9/2024	ONE TIME PAY VENDOR	GLOBAL ENERGY SERVICES INC.	FACILITY DEPOSIT REFUND	100	20202	$1,000.00
						CHECK TOTAL	**$1,000.00**
11645	4/9/2024	ONE TIME PAY VENDOR	JACQUELINE ALEXANDER	FACILITIES REFUND	100	20202	$49.51
						CHECK TOTAL	**$49.51**
11646	4/9/2024	ONE TIME PAY VENDOR	JESSICA WANG	RECREATION PROGRAM REFUND	100	20202	$43.00
						CHECK TOTAL	**$43.00**
11647	4/9/2024	ONE TIME PAY VENDOR	JOAN ARCA	FACILITIES REFUND	100	20202	$1,122.23
						CHECK TOTAL	**$1,122.23**
11648	4/9/2024	ONE TIME PAY VENDOR	KENNETH VAN HORN	RECREATION PROGRAM REFUND	100	20202	$6.25
						CHECK TOTAL	**$6.25**
11649	4/9/2024	ONE TIME PAY VENDOR	NATIONAL ALLIANCE OF TAIWAN WOMEN'S ASSOCIATIONS	FACILITY DEPOSIT REFUND	100	20202	$200.00
						CHECK TOTAL	**$200.00**
11650	4/9/2024	ONE TIME PAY VENDOR	PAULA DEMATTEO	RECREATION PROGRAM REFUND	100	20202	$155.00
						CHECK TOTAL	**$155.00**
11651	4/9/2024	ONE TIME PAY VENDOR	SANDRA MARTINEZ-GOOD	FACILITY DEPOSIT REFUND	100	20202	$1,031.00
						CHECK TOTAL	**$1,031.00**
11652	4/9/2024	ONE TIME PAY VENDOR	YANG XU	RECREATION PROGRAM REFUND	100	20202	$86.00
						CHECK TOTAL	**$86.00**
11653	4/9/2024	ONE TIME PAY VENDOR	RYAN WRIGHT	REIMB-CPRS CONF 2/27-3/1/24	100520	52420	$107.42
						CHECK TOTAL	**$107.42**
11654	4/9/2024	RKA CONSULTING GROUP		BUILDING AND SAFETY SERVICES - FEBRUARY 2024	100420	55100	$60,579.15
						CHECK TOTAL	**$60,579.15**
11655	4/9/2024	RUBEN TORRES		STIPEND-PC MTG 2-13-24	100410	52525	$65.00
						CHECK TOTAL	**$65.00**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11656	4/9/2024	SIMPSON ADVERTISING INC		SUMMER 2024 REC GUIDE (INCLUDES APRIL CITY NEWS)	100240	54900	$4,925.00
	4/9/2024	SIMPSON ADVERTISING INC		MEET THE MAYOR LOGO	100240	54900	$500.00
						CHECK TOTAL	**$5,425.00**
11657	4/9/2024	SPECTRUM BUSINESS		SUMMARY BILL - CABLE TV/INTERNET - MAR 2024	100230	54030	$1,739.35
	4/9/2024	SPECTRUM BUSINESS		CABLE TV SERVICE/DBC - APR 2024	100230	54030	$141.58
						CHECK TOTAL	**$1,880.93**
11658	4/9/2024	TASC		FSA FEES	100220	52515	$127.20
	4/9/2024	TASC		FSA FEES	100220	52515	$127.20
						CHECK TOTAL	**$254.40**
11659	4/9/2024	TENCO SOLAR INC		CITYHALL ROOFTOP SOLAR EQUIP REMOVE&DISPOSE FY2324	301630	56104	$24,000.00
						CHECK TOTAL	**$24,000.00**
11660	4/9/2024	TENNIS ANYONE INC		TENNIS INSTRUCTION 23-24	100520	55320	$7,419.34
						CHECK TOTAL	**$7,419.34**
11661	4/9/2024	THE SHERWIN-WILLIAMS CO		ROAD MAINTENANCE SUPPLIES FY23-24	100655	51250	$43.09
						CHECK TOTAL	**$43.09**
11662	4/9/2024	TORTI GALLAS AND PARTNERS INC		TOWN CENTER SPECIFIC PLAN - FEBRUARY 2024	103410	54900	$5,230.00
	4/9/2024	TORTI GALLAS AND PARTNERS INC		TOWN CENTER SPECIFIC PLAN - MARCH 2024	103410	54900	$20,121.25
						CHECK TOTAL	**$25,351.25**
11663	4/9/2024	TYLER TECHNOLOGIES INC		ELM PROJECT - ON-SITE TRAINING - 11/28/23-12/1/23	503230	56135	$8,027.88
	4/9/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - 10/24/23	503230	56135	$1,600.00
	4/9/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - NOV 2023	503230	56135	$3,638.98
	4/9/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - DEC 2023	503230	56135	$4,800.00
	4/9/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - MAR 2024	503230	56135	$6,400.00
						CHECK TOTAL	**$24,466.86**

City of Diamond Bar Check Register

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11664	4/9/2024	UNDERGROUND SERVICE ALERT OF SO CA		CA STATE FEE - US DIGALERT - APRIL 2024	100610	54900	$55.42
	4/9/2024	UNDERGROUND SERVICE ALERT OF SO CA		US DIGALERT - MONTHLY SERVICE - MAR 2024	100610	54900	$197.25
						CHECK TOTAL	**$252.67**
11665	4/9/2024	US BANK		CALCARD STATEMENT - MARCH 2024	999	28100	$24,245.51
						CHECK TOTAL	**$24,245.51**
11666	4/9/2024	VERMONT SYSTEMS INC		ASSISTANCE SERVICES - RECTRAC UPGRADE	100230	52314	$175.00
						CHECK TOTAL	**$175.00**
11667	4/9/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC) FY23-24	100510	51210	$337.70
	4/9/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC) FY23-24	100510	51210	$589.83
	4/9/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (CITYHALL) FY23-24	100620	51200	$1,698.12
	4/9/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (CITYHALL) FY23-24	100620	51200	$408.13
						CHECK TOTAL	**$3,033.78**
11668	4/9/2024	WILLIAM AUSTIN RAWLINGS		STIPEND-PC MTG 2-13-24	100410	52525	$65.00
						CHECK TOTAL	**$65.00**
11669	4/9/2024	YUNEX LLC		TS MAINTENANCE - CALL OUTS - FEB 2024	207650	55536	$9,421.45
	4/9/2024	YUNEX LLC		TS REPAIR - GOLDEN SPRINGS/GRAND - 2/15/24	100655	55536	$380.00
	4/9/2024	YUNEX LLC		TS REPAIR - BALLENA/GOLDEN SPRINGS - 2/28/24	100655	55536	$4,053.11
						CHECK TOTAL	**$13,854.56**
						GRAND TOTAL	**$1,101,148.97**

Agenda #: 5.3
Meeting Date: April 16, 2024

CITY OF DIAMOND BAR

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **TREASURER'S STATEMENT**

STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Approve the March 2024 Treasurer's Statement.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Consistent with City policy, the Finance Department presents the monthly Treasurer's Statement to the City Council for review and approval. This statement shows the cash balances with a breakdown of various investment accounts and the yield to maturity from investments. This statement also includes an investment portfolio management report which details the activities of investments. All investments have been made in accordance with the City's Investment Policy.

PREPARED BY:

Jason Jacobsen
Jason Jacobsen, Finance Director 4/16/2024

REVIEWED BY:

Attachments:
1. 5.3.a Treasurer's Cash Report - March 2024
2. 5.3.b Treasurer's Certification & Portfolio Report - March 2024

CITY OF DIAMOND BAR - CITY TREASURER'S REPORT
AS OF MARCH 31, 2024

CASH & INVESTMENT BALANCES

Cash Funds			
General Account	$1,917,601.84		
Payroll Account	$0.00		
Change Fund - General Fund	$600.00		
Petty Cash Account	$700.00		
Cash With Fiscal Agent (US Bank 2021 Bonds)	$1,538.15		
Total Cash Funds			**$1,920,439.99**
City & LAIF Invested Funds (Book Value):			
Local Agency Investment Fund	$2,079,076.35		
City-Managed Fixed-Income Securities (0-5 year maturity)	$70,723,568.74		
Total Investment Funds (Book Value)			**$72,802,645.09**
Fiscal Year-To-Date Effective Rate of Return (City Funds & LAIF)	3.76%	(9 months)	
Fiscal YTD Interest Earnings (City Funds & LAIF)	$1,987,764.24	(9 months)	
FY 2023-24 Budgeted Investment Earnings (City Funds & LAIF)	$987,450.00	(12 months)	
Invested Funds With OPEB Trust (Managed by CalPERS/State Street)			**$781,762.21**
Historical rate of return as of 9/30/2023 (since 2016, 7.25 yrs)	1.51%		
OPEB Trust Fiscal Year-To-Date Unrealized Gain/(Loss)	$48,325.76	(9 months)	
GRAND TOTAL - CASH & INVESTMENTS			**$75,504,847.29**

CITY OF DIAMOND BAR
INVESTMENT PORTFOLIO SUMMARY REPORT
March 31, 2024

INVESTMENTS	BOOK VALUE	PERCENT OF PORTFOLIO	TERM	DAYS TO MATURITY	YIELD TO MATURITY
Federal Credit Union CD	$12,661,000.00	17.39%	1,357	979	4.168%
Local Agency Investment Fund	$2,079,076.35	2.86%	1	1	4.232%
Corporate Notes	$457,140.05	0.63%	1,638	1,177	5.000%
Federal Agency Coupon Securities	$11,767,671.93	16.16%	1,249	715	4.284%
Federal Agency Discount-Amortizing	$2,197,192.30	3.02%	239	176	5.018%
Treasury Coupon Securities	$11,976,100.18	16.45%	1,116	425	2.665%
Federal Agency Callable	$8,499,325.73	11.67%	1,633	584	2.447%
Certificates of Deposit-Banks	$3,713,000.00	5.10%	1,583	557	2.076%
Municipal Bonds	$2,032,447.46	2.79%	1,565	896	3.681%
Money Market Fund	$17,419,691.09	23.93%	1	1	5.240%
Total Investments and Averages	**$72,802,645.09**	**100.00%**	**954**	**490**	**3.907%**

	MONTH ENDING March 31, 2024	FISCAL YEAR-TO-DATE 2023-2024
TOTAL INTEREST EARNED	**$242,920.37**	**$1,987,764.24**

Daniel Fox Digitally signed by Daniel Fox
DN: cn=Daniel Fox, o, ou,
email=dfox@diamondbarca.gov,
c=US
Date: 2024.04.11 07:34:18 -07'00'

Daniel Fox
City Treasurer

I certify that this report accurately reflects all City pooled investments and is in conformity with the investment policy of the City of Diamond Bar approved by City Council and on file in the City Clerk's office. The investment program herein provides sufficient cash flow liquidity to meet the next six months estimated expenditures.

City of Diamond Bar
Portfolio Management
Portfolio Summary
March 31, 2024

City of Diamond Bar
21810 Copley Drive
Diamond Bar, CA
(909)839-7053

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM/C
Federal Credit Union CD	12,661,000.00	12,595,725.46	12,661,000.00	17.39	1,357	979	4.168
Local Agency Investment Funds	2,079,076.35	2,047,533.64	2,079,076.35	2.86	1	1	4.232
Corporate Notes	500,000.00	457,140.05	457,140.05	0.63	1,638	1,177	5.000
Federal Agency Coupon Securities	11,750,000.00	11,788,522.94	11,767,671.93	16.16	1,249	715	4.284
Federal Agency Disc. -Amortizing	2,250,000.00	2,197,192.30	2,197,192.30	3.02	239	176	5.018
Treasury Coupon Securities	12,000,000.00	11,766,293.33	11,976,100.18	16.45	1,116	425	2.665
Federal Agency Callable	8,500,000.00	8,141,581.00	8,499,325.73	11.67	1,633	584	2.447
Certificate of Deposit	3,713,000.00	3,570,724.24	3,713,000.00	5.10	1,583	557	2.076
Municipal Bonds	2,145,000.00	1,997,751.31	2,032,447.46	2.79	1,565	896	3.681
Money Market Fund	17,419,691.09	17,419,691.09	17,419,691.09	23.93	1	1	5.240
Investments	**73,017,767.44**	**71,982,155.36**	**72,802,645.09**	**100.00%**	**954**	**490**	**3.907**

Total Earnings	March 31 Month Ending	Fiscal Year To Date
Current Year	242,920.37	1,987,764.24
Average Daily Balance	**73,291,058.99**	**70,230,703.82**
Effective Rate of Return	**3.90%**	**3.76%**

Jason M. Jacobsen, Finance Director   04/11/2024

Reporting period 03/01/2024-03/31/2024

Run Date: 04/11/2024 - 04:23

Portfolio POOL
AP
PM (PRF_PM1) 7.3.0

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
March 31, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Federal Credit Union CD												
03784JTK0	10443	Apple Bank For Savings		07/22/2022	248,000.00	248,000.00	248,000.00	3.200	731	112	3.200	07/22/2024
07181JAG9	10444	Baxter Credit Union		07/22/2022	248,000.00	248,000.00	248,000.00	3.150	731	112	3.150	07/22/2024
917352AA4	10454	Utah Community Fed Cr Union		07/27/2022	248,000.00	248,000.00	248,000.00	3.150	730	116	3.150	07/26/2024
00224TAL0	10528	A+ FEDERAL CU		01/27/2023	249,000.00	249,000.00	249,000.00	4.700	731	301	4.700	01/27/2025
219873AB2	10649	CORP AMERICA FAMILY CU		03/27/2024	248,000.00	248,000.00	248,000.00	5.250	365	360	5.250	03/27/2025
02589ACS9	10419	American Express Bank		05/18/2022	246,000.00	244,052.66	246,000.00	3.100	1,097	413	3.100	05/19/2025
90352RCM5	10424	US ALLIANCE FED CREDIT UNION		05/31/2022	249,000.00	246,987.08	249,000.00	3.100	1,095	424	3.100	05/30/2025
130162BL3	10621	CALIFORNIA CREDIT UNION		12/28/2023	243,000.00	243,000.00	243,000.00	5.100	550	455	5.100	06/30/2025
795451BQ5	10461	Sallie Mae Bank		07/06/2022	248,000.00	248,000.00	248,000.00	3.400	1,097	462	3.400	07/07/2025
37424PAG9	10570	GESA CREDIT UNION		07/31/2023	248,000.00	248,000.00	248,000.00	5.500	731	486	5.500	07/31/2025
20825WBC3	10474	Connexus CU		08/26/2022	248,000.00	248,000.00	248,000.00	3.500	1,096	512	3.500	08/26/2025
90353EBC6	10550	USF FCU		03/15/2023	249,000.00	249,000.00	249,000.00	5.050	915	532	5.050	09/15/2025
914242AA0	10492	UNIVERSITY CREDIT UNION		09/26/2022	249,000.00	249,000.00	249,000.00	4.000	1,096	543	4.000	09/26/2025
16863LAE5	10502	CHIEF FINANCIAL FCU		10/12/2022	249,000.00	249,000.00	249,000.00	4.600	1,098	561	4.600	10/14/2025
92348DAA7	10500	VERIDIAN CU		10/24/2022	249,000.00	249,000.00	249,000.00	4.500	1,096	571	4.500	10/24/2025
20367GBD0	10440	Community Commerce Bank		07/27/2022	248,000.00	248,000.00	248,000.00	3.050	1,280	666	3.050	01/27/2026
530520AC9	10530	LIBERTY FIRST CU		01/27/2023	249,000.00	249,000.00	249,000.00	4.500	1,096	666	4.500	01/27/2026
320165LR2	10648	FIRST FARMERS BK & TRUST		03/28/2024	249,000.00	249,000.00	249,000.00	4.850	671	667	4.850	01/28/2026
19123RAA0	10529	COCA-COLA FCU		01/31/2023	249,000.00	249,000.00	249,000.00	4.600	1,098	672	4.600	02/02/2026
39573LAV0	10255	GREENSTATE CREDIT UNION		02/26/2021	248,000.00	224,875.74	248,000.00	0.650	1,826	696	0.650	02/26/2026
59524LAA4	10549	MID CAROLINA CU		03/13/2023	249,000.00	249,000.00	249,000.00	4.850	1,096	711	4.850	03/13/2026
87868YAL7	10551	TECHNOLOGY CU		03/23/2023	249,000.00	249,000.00	249,000.00	5.000	1,096	721	5.000	03/23/2026
62847NEL6	10646	MVB BANK INC		03/27/2024	249,000.00	249,000.00	249,000.00	4.800	730	725	4.800	03/27/2026
722000AC0	10575	PIMA FEDERAL CREDIT		08/17/2023	248,000.00	248,000.00	248,000.00	5.300	1,096	868	5.300	08/17/2026
42228LAH4	10496	HEALTHCARE SYSTEMS FCU		09/21/2022	249,000.00	249,000.00	249,000.00	3.600	1,461	903	3.600	09/21/2026
91823MBE4	10499	VCC BANK		10/14/2022	249,000.00	249,000.00	249,000.00	4.250	1,461	926	4.250	10/14/2026
50625LBR3	10606	LAFAYETTE FCU		11/30/2023	248,000.00	248,000.00	248,000.00	5.250	1,096	973	5.250	11/30/2026
06251A3K4	10402	America's Credit Union		12/16/2021	248,000.00	227,139.23	248,000.00	1.350	1,826	989	1.350	12/16/2026
58404DUA7	10622	Medallion Bank		12/29/2023	248,000.00	248,000.00	248,000.00	4.500	1,096	1,002	4.500	12/29/2026
856285E98	10410	State Bank of India		01/31/2022	248,000.00	230,670.75	248,000.00	1.750	1,827	1,036	1.750	02/01/2027
849061AF3	10644	SPOKANE TEACHERS CR UN		03/25/2024	245,000.00	245,000.00	245,000.00	4.750	1,095	1,088	4.750	03/25/2027
89235MNT4	10442	Toyota Financial SGS Bank		07/22/2022	248,000.00	248,000.00	248,000.00	3.400	1,826	1,207	3.400	07/22/2027
14042THZ3	10453	Capital One Bank USA		07/27/2022	248,000.00	248,000.00	248,000.00	3.500	1,826	1,212	3.500	07/27/2027
55026MAE5	10487	LUMINATE BANK		09/15/2022	249,000.00	249,000.00	249,000.00	3.400	1,826	1,262	3.400	09/15/2027
052392BT3	10495	AUSTIN TELCO FCU		09/21/2022	249,000.00	249,000.00	249,000.00	3.800	1,826	1,268	3.800	09/21/2027
472207AE9	10491	JEANNE D'ARC CREDIT UNION		09/30/2022	249,000.00	249,000.00	249,000.00	3.800	1,826	1,277	3.800	09/30/2027
06543PDA0	10494	BANK OF THE VALLEY NE		09/30/2022	249,000.00	249,000.00	249,000.00	4.100	1,826	1,277	4.100	09/30/2027

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
March 31, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Federal Credit Union CD												
42869GAB2	10639	Hickam		01/31/2024	249,000.00	249,000.00	249,000.00	4.150	1,461	1,400	4.150	01/31/2028
011852AE0	10547	Alaska USA FCU		03/08/2023	249,000.00	249,000.00	249,000.00	4.600	1,827	1,437	4.600	03/08/2028
89854LAD5	10564	TTCU FED CU		07/26/2023	248,000.00	248,000.00	248,000.00	5.000	1,827	1,577	5.000	07/26/2028
534574AC2	10571	LINCOLN PARK COMMUNITY BANK		08/28/2023	248,000.00	248,000.00	248,000.00	5.000	1,827	1,610	5.000	08/28/2028
72221MAA1	10578	PINAL COUNTY FED CU		09/08/2023	248,000.00	248,000.00	248,000.00	5.700	1,827	1,621	5.700	09/08/2028
291916AG9	10596	Empower FED Credit Union		10/23/2023	248,000.00	248,000.00	248,000.00	5.100	1,827	1,666	5.100	10/23/2028
91739JAD7	10589	UTAH FIRST CD		10/30/2023	248,000.00	248,000.00	248,000.00	5.100	1,827	1,673	5.100	10/30/2028
98138MCA6	10590	WORKERS FCU		10/30/2023	248,000.00	248,000.00	248,000.00	5.200	1,827	1,673	5.200	10/30/2028
89839KAD7	10604	TRUSTSTAR BANK		11/22/2023	248,000.00	248,000.00	248,000.00	4.750	1,827	1,696	4.750	11/22/2028
77357DAB4	10607	ROCKLAND FCU		11/30/2023	248,000.00	248,000.00	248,000.00	5.000	1,827	1,704	5.000	11/30/2028
949764JY1	10617	Wells Fargo		12/27/2023	248,000.00	248,000.00	248,000.00	4.100	1,827	1,731	4.100	12/27/2028
17783PAK7	10625	City Federal Credit Union		01/18/2024	249,000.00	249,000.00	249,000.00	4.000	1,827	1,753	4.000	01/18/2029
654062LP1	10643	NICOLET NATIONAL BANK		03/08/2024	249,000.00	249,000.00	249,000.00	4.250	1,826	1,802	4.250	03/08/2029
91527PCF2	10651	Univest Bank & Trust Co.		03/13/2024	249,000.00	249,000.00	249,000.00	4.250	1,826	1,807	4.250	03/13/2029
		Subtotal and Average	**11,636,967.74**		**12,661,000.00**	**12,595,725.46**	**12,661,000.00**		**1,357**	**979**	**4.168**	
Local Agency Investment Funds												
LAIF	10028	Local Agency Investment Fund			2,079,076.35	2,047,533.64	2,079,076.35	4.232	1	1	4.232	
		Subtotal and Average	**2,046,818.29**		**2,079,076.35**	**2,047,533.64**	**2,079,076.35**		**1**	**1**	**4.232**	
Corporate Notes												
06048WR36	10515	Bank of America Corp.		12/27/2022	500,000.00	457,140.05	457,140.05	2.000	1,638	1,177	5.000	06/22/2027
		Subtotal and Average	**456,622.03**		**500,000.00**	**457,140.05**	**457,140.05**		**1,638**	**1,177**	**5.000**	
Federal Agency Coupon Securities												
3133ENMZ0	10624	Federal Farm Credit Bank		12/21/2023	500,000.00	499,884.71	499,884.71	1.200	104	2	5.400	04/03/2024
3130ASDS5	10460	Federal Home Loan Bank		07/08/2022	1,000,000.00	999,185.14	999,185.14	2.750	721	88	3.099	06/28/2024
3130AT6G7	10483	Federal Home Loan Bank		09/22/2022	750,000.00	748,067.28	748,067.28	3.500	722	165	4.100	09/13/2024
3130ATVD6	10533	Federal Home Loan Bank		02/22/2023	750,000.00	749,410.04	749,410.04	4.875	569	165	5.058	09/13/2024
3133EPBH7	10543	Federal Farm Credit Bank		03/01/2023	500,000.00	499,206.76	499,206.76	4.750	723	326	4.939	02/21/2025
3133ENZG8	10458	Federal Farm Credit Bank		07/11/2022	500,000.00	501,146.62	501,146.62	3.375	1,075	445	3.176	06/20/2025
313373B68	10537	Federal Home Loan Bank		02/27/2023	500,000.00	497,796.00	497,796.00	4.375	1,110	711	4.619	03/13/2026
3130ASJ59	10447	Federal Home Loan Bank		07/18/2022	1,000,000.00	1,004,788.82	1,004,788.82	3.375	1,425	802	3.141	06/12/2026
3133EPQC2	10572	Federal Farm Credit Bank		08/02/2023	1,000,000.00	999,224.41	999,224.41	4.625	1,080	837	4.661	07/17/2026
45818WED4	10498	INTER-AMERICAN DEV. BANK		09/13/2022	500,000.00	491,969.79	491,969.79	2.980	1,731	1,165	3.902	06/10/2027
3130ASGU7	10432	Federal Home Loan Bank		06/16/2022	1,000,000.00	1,020,268.00	999,416.99	3.500	1,821	1,166	3.520	06/11/2027

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
March 31, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Federal Agency Coupon Securities												
3130AXMQ8	10588	Federal Home Loan Bank		10/30/2023	1,000,000.00	1,000,000.00	1,000,000.00	5.600	1,460	211	5.600	10/29/2027
3133EPCG8	10545	Federal Farm Credit Bank		03/01/2023	1,000,000.00	995,376.14	995,376.14	4.125	1,736	1,339	4.267	12/01/2027
3130AWMN7	10563	Federal Home Loan Bank		07/21/2023	500,000.00	503,722.82	503,722.82	4.375	1,785	1,530	4.177	06/09/2028
17325FBB3	10631	CITIBANK		01/30/2024	750,000.00	778,476.41	778,476.41	5.803	1,704	1,642	4.847	09/29/2028
3130B0N70	10645	Federal Home Loan Bank		03/27/2024	500,000.00	500,000.00	500,000.00	4.850	1,826	725	4.850	03/27/2029
		Subtotal and Average	**11,347,315.10**		**11,750,000.00**	**11,788,522.94**	**11,767,671.93**		**1,249**	**715**	**4.284**	
Federal Agency Disc. -Amortizing												
313384A58	10626	Federal Home Loan Bank		01/29/2024	750,000.00	737,264.38	737,264.38	4.970	186	123	5.169	08/02/2024
313384J75	10627	Federal Home Loan Bank		01/29/2024	750,000.00	731,198.44	731,198.44	4.775	252	189	4.975	10/07/2024
313384N39	10628	Federal Home Loan Bank		01/29/2024	750,000.00	728,729.48	728,729.48	4.705	280	217	4.910	11/04/2024
		Subtotal and Average	**2,547,258.12**		**2,250,000.00**	**2,197,192.30**	**2,197,192.30**		**239**	**176**	**5.018**	
Treasury Coupon Securities												
912828WJ5	10417	U.S. Treasury		04/25/2022	2,000,000.00	1,983,672.00	1,999,487.35	2.500	751	44	2.720	05/15/2024
9128286Z8	10435	U.S. Treasury		06/14/2022	1,000,000.00	976,875.00	996,517.32	1.750	747	90	3.222	06/30/2024
912828Y87	10434	U.S. Treasury		06/08/2022	1,000,000.00	975,742.00	996,865.04	1.750	784	121	2.730	07/31/2024
91282CED9	10415	U.S. Treasury		03/22/2022	3,000,000.00	2,903,439.00	2,985,170.45	1.750	1,089	348	2.290	03/15/2025
91282CEU1	10459	U.S. Treasury		07/08/2022	1,000,000.00	997,981.71	997,981.71	2.875	1,073	440	3.051	06/15/2025
9128285C0	10456	U.S. Treasury		07/11/2022	1,000,000.00	997,748.91	997,748.91	3.000	1,177	547	3.158	09/30/2025
9128285J5	10445	U.S. Treasury		07/18/2022	1,000,000.00	998,120.06	998,120.06	3.000	1,201	578	3.125	10/31/2025
91282CDQ1	10403	U.S. Treasury		01/04/2022	1,000,000.00	925,664.00	997,158.69	1.250	1,822	1,004	1.357	12/31/2026
91282CEW7	10436	U.S. Treasury		07/14/2022	1,000,000.00	1,007,050.65	1,007,050.65	3.250	1,812	1,185	3.014	06/30/2027
		Subtotal and Average	**11,974,184.61**		**12,000,000.00**	**11,766,293.33**	**11,976,100.18**		**1,116**	**425**	**2.665**	
Federal Agency Callable												
3134GXYM0	10433	Federal Home Loan Mtg Corp		06/28/2022	750,000.00	749,124.00	749,610.31	3.125	731	88	3.349	06/28/2024
3134GYE57	10527	Federal Home Loan Mtg Corp		01/26/2023	500,000.00	500,000.00	500,000.00	5.020	547	25	5.020	07/26/2024
3133EMVS8	10259	Federal Farm Credit Bank		04/14/2021	500,000.00	468,659.00	500,000.00	0.690	1,461	378	0.690	04/14/2025
3130AL7M0	10254	Federal Home Loan Bank		02/24/2021	500,000.00	460,993.50	499,715.42	0.625	1,826	53	0.668	02/24/2026
3133EMSH6	10258	Federal Farm Credit Bank		03/03/2021	500,000.00	463,515.50	500,000.00	0.790	1,826	701	0.790	03/03/2026
3133ENKG4	10397	Federal Farm Credit Bank		01/11/2022	1,000,000.00	933,642.00	1,000,000.00	1.470	1,826	1,015	1.470	01/11/2027
3133ENMA5	10405	Federal Farm Credit Bank		01/26/2022	1,500,000.00	1,417,582.50	1,500,000.00	1.840	1,826	1,030	1.840	01/26/2027
3130AQKJ1	10406	Federal Home Loan Bank		01/28/2022	1,500,000.00	1,398,064.50	1,500,000.00	1.700	1,826	27	1.700	01/28/2027
3133ENH52	10475	Federal Farm Credit Bank		08/23/2022	500,000.00	500,000.00	500,000.00	4.030	1,826	1,239	4.030	08/23/2027
3130AUDL5	10513	Federal Home Loan Bank		12/30/2022	750,000.00	750,000.00	750,000.00	4.550	1,826	273	4.550	12/30/2027

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
March 31, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C	Maturity Date
Federal Agency Callable												
3010B07G8	10641	Federal Home Loan Bank		02/26/2024	500,000.00	500,000.00	500,000.00	5.000	1,827	1,792	5.000	02/26/2029
		Subtotal and Average	**8,499,257.03**		**8,500,000.00**	**8,141,581.00**	**8,499,325.73**		**1,633**	**584**	**2.447**	
Certificate of Deposit												
61760AZR3	10226	Morgan Stanley Bank		05/02/2019	246,000.00	243,893.01	246,000.00	2.750	1,827	31	2.753	05/02/2024
29278TKJ8	10230	EnerBank USA		08/07/2019	247,000.00	241,213.04	247,000.00	2.150	1,827	128	2.152	08/07/2024
75472RAE1	10233	Raymond James Bank NA		08/23/2019	247,000.00	240,310.01	247,000.00	2.000	1,827	144	2.002	08/23/2024
14042RRH6	10429	Capital One Bank		05/18/2022	248,000.00	246,036.83	248,000.00	3.100	1,097	413	3.100	05/19/2025
87165GR79	10430	Synchrony Bank		05/20/2022	248,000.00	246,033.11	248,000.00	3.100	1,096	414	3.100	05/20/2025
48128UDS5	10250	JP Morgan Chase		05/28/2020	248,000.00	231,727.23	248,000.00	1.000	1,826	57	1.001	05/28/2025
254673F68	10431	Discover Bank		06/01/2022	246,000.00	244,005.19	246,000.00	3.100	1,097	427	3.100	06/02/2025
59001PAS8	10457	Meritrust Fed CU		07/08/2022	248,000.00	248,000.00	248,000.00	3.350	1,096	463	3.350	07/08/2025
066519QK8	10256	BANK UNITED NA		03/05/2021	248,000.00	224,768.35	248,000.00	0.650	1,826	703	0.000	03/05/2026
70320KAX9	10257	Pathfinder Bank		03/11/2021	249,000.00	225,981.94	249,000.00	0.700	1,826	709	0.000	03/11/2026
70962LBH4	10414	Pentagon Federal Credit Union		03/22/2022	248,000.00	234,447.30	248,000.00	1.800	1,462	721	1.800	03/23/2026
38149MZJ5	10260	Goldman Sachs Bank		09/08/2021	248,000.00	225,703.81	248,000.00	1.050	1,826	890	1.051	09/08/2026
90348JS92	10261	UBS Bank USA		09/09/2021	248,000.00	224,604.42	248,000.00	0.950	1,826	891	0.000	09/09/2026
23288UAA5	10555	Cy Fair FCU		05/19/2023	249,000.00	249,000.00	249,000.00	4.350	1,461	1,143	4.355	05/19/2027
88413QDM7	10455	Third Fed Savings & Loan		07/27/2022	245,000.00	245,000.00	245,000.00	3.400	1,826	1,212	3.402	07/27/2027
		Subtotal and Average	**3,935,176.56**		**3,713,000.00**	**3,570,724.24**	**3,713,000.00**		**1,583**	**557**	**2.076**	
Municipal Bonds												
13032UXL7	10252	CALIF STATE HLTH FACS AUTH		11/04/2020	200,000.00	189,923.60	200,000.00	0.752	1,305	61	0.752	06/01/2024
13077DMK5	10251	California St Univ Rev-Bond		09/17/2020	100,000.00	93,759.00	100,000.00	0.685	1,506	214	0.685	11/01/2024
13032UXM5	10253	CALIF STATE HLTH FACS AUTH		11/04/2020	250,000.00	231,621.25	250,000.00	0.952	1,670	426	0.952	06/01/2025
54438CYL0	10523	LOS ANGELES CA CMNTY CLG DIST		01/05/2023	365,000.00	337,646.80	337,646.80	1.174	1,304	852	4.700	08/01/2026
738850TA4	10522	POWAY UNIFIED SCHOOL DIST		01/04/2023	1,230,000.00	1,144,800.66	1,144,800.66	2.414	1,670	1,217	4.750	08/01/2027
		Subtotal and Average	**2,030,994.23**		**2,145,000.00**	**1,997,751.31**	**2,032,447.46**		**1,565**	**896**	**3.681**	
Wells Fargo Sweep Account												
SWEEP	10036	Wells Fargo		07/01/2012	0.00	0.00	0.00	0.010	1	1	0.010	
		Subtotal and Average	**0.00**		**0.00**	**0.00**	**0.00**		**0**	**0**	**0.000**	
Money Market Fund												
857492888	10562	State Street Advisors		05/31/2023	17,419,691.09	17,419,691.09	17,419,691.09	5.240	1	1	5.240	
52470G882	10561	Western Asset		05/25/2023	0.00	0.00	0.00	5.150	1	1	5.150	

City of Diamond Bar
Portfolio Management
Portfolio Details - Investments
March 31, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C
		Subtotal and Average	18,816,465.28		17,419,691.09	17,419,691.09	17,419,691.09		1	1	5.240
		Total and Average	73,291,058.99		73,017,767.44	71,982,155.36	72,802,645.09		954	490	3.907

City of Diamond Bar
Portfolio Management
Portfolio Details - Cash
March 31, 2024

CUSIP	Investment #	Issuer	Average Balance	Purchase Date	Par Value	Market Value	Book Value	Stated Rate	Term	Days to Maturity	YTM/C
		Average Balance	0.00						0	0	
		Total Cash and Investments	73,291,058.99		73,017,767.44	71,982,155.36	72,802,645.09		954	490	3.907

City of Diamond Bar
Portfolio Management
Activity By Type
March 1, 2024 through March 31, 2024

CUSIP	Investment #	Issuer	Stated Rate	Transaction Date	Purchases or Deposits	Redemptions or Withdrawals		Balance
Federal Credit Union CD								
219873AB2	10649	CORP AMERICA FAMILY CU	5.250	03/27/2024	248,000.00	0.00		
320165LR2	10648	FIRST FARMERS BK & TRUST	4.850	03/28/2024	249,000.00	0.00		
62847NEL6	10646	MVB BANK INC	4.800	03/27/2024	249,000.00	0.00		
654062LP1	10643	NICOLET NATIONAL BANK	4.250	03/08/2024	249,000.00	0.00		
849061AF3	10644	SPOKANE TEACHERS CR UN	4.750	03/25/2024	245,000.00	0.00		
91527PCF2	10651	Univest Bank & Trust Co.	4.250	03/13/2024	249,000.00	0.00		
		Subtotal			**1,489,000.00**	**0.00**		**12,661,000.00**
Local Agency Investment Funds (Monthly Summary)								
LAIF	10028	Local Agency Investment Fund	4.232		500,000.00	500,000.00		
		Subtotal			**500,000.00**	**500,000.00**		**2,079,076.35**
Corporate Notes								
		Subtotal						**457,140.05**
Federal Agency Coupon Securities								
3130B0N70	10645	Federal Home Loan Bank	4.850	03/27/2024	500,000.00	0.00		
		Subtotal			**500,000.00**	**0.00**		**11,767,671.93**
Federal Agency Disc. -Amortizing								
313384UE7	10610	Federal Home Loan Bank	5.220	03/12/2024	0.00	1,000,000.00	**	
		Subtotal			**0.00**	**1,000,000.00**		**2,197,192.30**
Treasury Coupon Securities								
		Subtotal						**11,976,100.18**
Federal Agency Callable								
		Subtotal						**8,499,325.73**
Certificate of Deposit								
246399AB5	10451	Deleware Police Fed Credit Uni	3.000	03/29/2024	0.00	246,000.00	**	
		Subtotal			**0.00**	**246,000.00**		**3,713,000.00**
Municipal Bonds								
		Subtotal						**2,032,447.46**

** - Indicates incomplete recording of maturity redemption.

City of Diamond Bar
Portfolio Management
Activity By Type
March 1, 2024 through March 31, 2024

CUSIP	Investment #	Issuer	Stated Rate	Transaction Date	Purchases or Deposits	Redemptions or Withdrawals	Balance
Wells Fargo Sweep Account							
		Subtotal					**0.00**
Money Market Fund							
857492888	10562	State Street Advisors	5.240		68,641.03	1,900,000.00	
		Subtotal			**68,641.03**	**1,900,000.00**	**17,419,691.09**
		Total			**2,557,641.03**	**3,646,000.00**	**72,802,645.09**

Agenda #: 5.4
Meeting Date: April 16, 2024

CITY COUNCIL — CITY OF DIAMOND BAR, INCORPORATED 1989 — AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **CALIFORNIA ENVIRONMENTAL QUALITY ACT VEHICLE MILES TRAVELED SIGNIFICANCE THRESHOLDS UPDATE.**

STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

Adopt Resolution No. 2024-12 adopting the updates to the CEQA VMT significance thresholds.

FINANCIAL IMPACT:

No financial impact.

SUMMARY:

California Senate Bill 743 (SB 743, 2013) fundamentally altered the way transportation impacts are measured under the California Environmental Quality Act (CEQA). Prior to SB 743, such impacts were measured by the increase in traffic congestion generated by new development projects: the metric used was called "Level of Service," or LOS. SB 743 established "Vehicle Miles Traveled" (VMT) as the new transportation impact metric, with the aim of encouraging development projects that "are built in a way that allows Californians more options to drive less."[1] In essence, SB 743 established that a transportation impact occurs if a project leads to an increase in overall VMT, while any increase in traffic *congestion* (i.e., a reduction in LOS) is no longer defined as an environmental impact. VMT analyses in CEQA documents were required statewide as of July 1, 2020.

The City, with guidance provided by the San Gabriel Valley Council of Governments (SGVCOG), drafted VMT thresholds for use in Diamond Bar CEQA documents, which were adopted by the City Council in 2020. The current SGVCOG VMT Tool is based on VMT outputs from the Southern California Association of Governments (SCAG) 2016

[1] Governor's Office of Planning and Research: https://opr.ca.gov/ceqa/sb-743/

Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) trip-based model (TBM) and needs to be updated to be consistent with the 2020 RTP/SCS activity-based model (ABM). The change of both the model simulation platform (trip-based model to activity-based model) and the underlying data, such as traffic counts and socioeconomic data, resulted in changes to the VMT threshold numbers and low VMT areas.

This report describes the changes in VMT, more specifically, the change in the number of low VMT areas that meet the low VMT screening criterion, discusses the SGVCOG recommendations, and includes a draft Resolution to adopt CEQA transportation thresholds that comply with State guidance and align with the City's policies, goals, and objectives.

BACKGROUND:

In March 2020, the City entered into a Memorandum of Agreement with the SGVCOG to participate in the San Gabriel Valley VMT Analysis Model. The City of Diamond Bar is one of 26 SGVCOG member cities that opted into the SGVCOG SB 743 Implementation process.

On July 21, 2020, the City Council adopted Resolution 2020-30, approving VMT significance thresholds for three different VMT metrics pursuant to guidance provided by the State's Office of Planning and Research (OPR). Following adoption of VMT thresholds, the SGVCOG VMT Evaluation Tool was developed for the participating cities to use for assessing the potential VMT impacts of proposed projects.

The current SGVCOG VMT Evaluation Tool is based on VMT outputs from the 2016 RTP/SCS trip-based model and needs to be updated to be consistent with the 2020 RTP/SCS activity-based model (ABM). As with every RTP update, the regional travel demand model is updated to reflect the latest population, employment, and traffic count information (socioeconomic data).

The SGVCOG participating cities were aware that the model would be changing from TBM to ABM and had anticipated that the change may prompt them to change the adopted baseline for their VMT significance thresholds. However, the cities did not anticipate that the updated data would result in more significant changes to low VMT areas than the conversion to an activity-based model (refer to Attachment 2, Memorandum to SGVCOG Dated November 27, 2023). The recommendation herein recognizes the following: 1) every four years the SCAG RTP/SCS will be updated, prompting an update to the regional travel demand model; 2) the City's low VMT areas are based on the SCAG model; 3) low VMT areas under each of the three geographic baselines are likely to change when the SCAG model is updated; and 4) the City intends to use the baselines that maximize the number of "low VMT" screening areas and to set the most achievable bar for reaching a given threshold.

ANALYSIS:

<u>Baseline Data Differences (2016 vs. 2020 RTP/SCS)</u>

The SCAG 2016 RTP/SCS is based on traffic counts collected in 2012, the 2012 roadway network, 2012 transit network and ridership information, land use information, and other socio-economic inputs. The 2020 RTP/SCS is based on the same datapoints collected in 2016. This is the first update to the RTP since the SGVCOG participating cities adopted VMT thresholds of significance. The changes in the underlying data significantly altered the low, moderate, and high VMT-generating areas throughout the SGVCOG region for each of the three baseline alternatives (City, Southeast Subarea, and SGVCOG Region). In some cities under their adopted baseline, an area considered a low VMT area using the 2016 RTP model became a high VMT area using the 2020 RTP model. And under different baselines, the reverse occurred. This is important because the selection of baselines for determining VMT significance may impact a city's ability to approve projects. For example, if a developer selected a location for a housing project based on the city's low VMT areas for residential uses and compatibility with the city's general plan, but the SCAG model was updated and the area became a high VMT area for housing before they submitted their application, then the project would likely require the City to certify an environmental impact report (EIR) and adopt a statement of overriding considerations to move forward. Not only would this scenario significantly delay project approval, but it would delay construction of housing in an area designated for housing and result in higher priced housing units.

The City of Diamond Bar is located in the Southeast Subarea of the SGVCOG region. According to the City of Diamond Bar Transportation Study Guidelines for Vehicle Miles Traveled and Level of Service Assessment (September 2020), the City adopted the City baseline VMT as the benchmark to determine CEQA transportation impacts for all project types (residential, employment, and mixed-use/regional retail).

Pursuant to the OPR Guidance, cities can adopt different baselines based on project types, and states that employment based VMT thresholds should use subregional or regional baselines. For employment generated VMT (VMT/employee), it is recommended that the City adopt the highest of two baselines (Southeast Subarea or SGVCOG) to set the most achievable bar for employment generating uses. The City's current threshold is appropriate for Total VMT per service population (OD VMT/SP) and for home-based VMT (VMT/capita), but it is recommended that the City adopt the highest of the three baselines (City, Southeast Subarea, or SGVCOG Region) to set the most achievable bar for reaching the given threshold. Adopting this change will allow the City to approve projects that both align with the City's General Plan and meet CEQA requirements in a timely manner.

Environmental Review:

The CEQA VMT Thresholds Update has been assessed in accordance with the authority and criteria contained in the California Environmental Quality Act (CEQA) and the State CEQA Guidelines. The adoption of local CEQA thresholds of significance for transportation impacts and the adoption of Local Transportation Assessment Guidelines will not have a significant environmental impact and are exempt from the CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations because the two actions are undertaken by the City for the protection of the environment. The revised CEQA thresholds will be compliant with a State mandate (SB 743) and will be used in a regulatory process (CEQA process) that involves procedures for the protection of the environment. Accordingly, the City Council will consider the recommendation to find the Resolution exempt from the environmental review requirements of CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations.

<u>Planning Commission Recommendation</u>

On March 12, 2024, the Planning Commission reviewed the updates to the CEQA VMT Significance Thresholds and by a 4-0 vote, the Commission recommended that the City Council adopt the updates. The Planning Commission Resolution is included in Attachment 3.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Resolution as to form.

PREPARED BY:

Grace Lee, Senior Planner 4/16/2024

REVIEWED BY:

Grace Lee, Senior Planner 3/28/2024

Greg Gubman, Community Development Director 3/28/2024

Attachments:

1. 5.4.a Resolution No. 2024-12
2. 5.4.b Memorandum to SGVCOG Dated November 2, 2023
3. 5.4.c PC Resolution No. 2024-04

RESOLUTION NO. 2024-12

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, CALIFORNIA, ADOPTING UPDATES TO THE "VEHICLE MILES TRAVELED" THRESHOLDS OF SIGNIFICANCE FOR PURPOSES OF ANALYZING TRANSPORTATION IMPACTS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT.

A. RECITALS

1. **WHEREAS,** on April 18, 1989, the City of Diamond Bar was established as a duly organized municipal corporation of the State of California.

2. **WHEREAS,** on July 25, 1995, the City of Diamond Bar adopted its General Plan incorporating all State mandated elements, and portions of the General Plan have been updated from time to time.

3. **WHEREAS,** on December 17, 2019, the City of Diamond Bar adopted its comprehensive update of the General Plan ("General Plan 2040").

4. **WHEREAS,** the California Environmental Quality Act Guidelines ("CEQA Guidelines") encourage public agencies to develop and publish generally applicable "thresholds of significance" to be used in determining the significance of a project's environmental effects.

5. **WHEREAS,** CEQA Guidelines Section 15064.7(a) defines a threshold of significance as "an identifiable quantitative, qualitative or performance level of a particular environmental effect, noncompliance with which means the effect will normally be determined to be significant by the agency and compliance with which means the effect normally will be determined to be less than significant".

6. **WHEREAS,** CEQA Guidelines Section 15064.7(b) requires that thresholds of significance must be adopted by ordinance, resolution, rule, or regulations, developed through a public review process, and be supported by substantial evidence.

7. **WHEREAS,** pursuant to CEQA Guidelines Section 15064.7(c), when adopting thresholds of significance, a public agency may consider thresholds of significance adopted or recommended by other public agencies provided that the decision of the agency is supported by substantial evidence.

8. **WHEREAS,** Senate Bill 743, enacted in 2013 and codified in Public Resources Code Section 21099, required changes to the CEQA Guidelines regarding the criteria for determining the significance of transportation impacts of projects.

9. **WHEREAS,** in 2018, the Governor's Office of Planning and Research ("OPR") proposed, and the California Natural Resources Agency certified and adopted, new CEQA Guidelines Section 15064.3 that identifies vehicle miles traveled ("VMT") – meaning the amount and distance of automobile travel attributable to a project – as the most appropriate metric to evaluate

a project's transportation impacts.

10. **WHEREAS,** as a result, automobile delay, as measured by "level of service" and other similar metrics, generally no longer constitutes a significant environmental effect under CEQA.

11. **WHEREAS,** the City of Diamond Bar is one of 26 San Gabriel Valley Council of Governments (SGVCOG) member cities that opted into the SGVCOG SB 743 Implementation process.

12. **WHEREAS,** at the conclusion of the process, the SGVCOG VMT Evaluation Tool was developed for the SGVCOG region, including VMT screening establishing a baseline threshold.

13. **WHEREAS,** the current SGVCOG VMT Evaluation Tool is based on VMT outputs from the 2016 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) trip-based model and needs to be updated to be consistent with the 202 RTP/SCS activity-based model. Additionally, changes in population, employment, and traffic counts have been updated in the 2020 RTP/SCS;

14. **WHEREAS,** both updates have resulted in changes to the VMT threshold numbers and low VMT areas throughout the SGVCOG region; and

15. **WHEREAS,** on March 12, 2024, at a regularly scheduled meeting, the Planning Commission reviewed and considered the City of Diamond Bar's proposed updates to the VMT thresholds of significance for determining the significance of transportation impacts and recommends adoption to the City Council.

16. **WHEREAS,** on April 16, 2024, at a regularly scheduled meeting, the City Council reviewed and considered the City of Diamond Bar's proposed updates to the VMT thresholds of significance for determining the significance of transportation impacts.

B. RESOLUTION

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Diamond Bar as follows:

1. This City Council hereby specifically finds that all of the facts set forth in the Recitals, Part A, of this Resolution are true and correct.

2. Based upon the facts and evidence presented during the City Council meeting regarding the City's proposed VMT thresholds of significance for determining the significance of transportation impacts, including documentary evidence provided by City staff, the City Council hereby finds as follows:

(a) The VMT Thresholds for each VMT type based on 15 percent below the baseline VMT that sets the most achievable VMT target. The baseline VMT shall be based on the most current and available Southern California Association of Governments Regional Transportation Plan travel demand model. The VMT per employee threshold for employment-generating projects shall be based on 15 percent below either the SGVCOG Southeast Subarea or SGVCOG Region, whichever results in the largest numerical value. The VMT per capita thresholds for residential projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value. The VMT per service population thresholds for mixed-use projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value.

(b) CEQA Guidelines. The adoption of local CEQA thresholds of significance for transportation impacts and the adoption of Local Transportation Assessment Guidelines will not have a significant environmental impact and are exempt from the CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations because the two actions are undertaken by the City for the protection of the environment. The revised CEQA thresholds will be compliant with a State mandate (SB 743) and will be used in a regulatory process (CEQA process) that involves procedures for the protection of the environment. Accordingly, the City Council will consider the recommendation to find the Resolution exempt from the environmental review requirements of CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations.

3. Based on the findings and conclusions set forth above, the City Council adopts the updates to the VMT thresholds of significance as set forth in Exhibit A.

4. The City Clerk shall attest and certify to the passage and adoption of this Resolution and enter it into the book of original resolutions, and it shall become effective immediately upon its approval.

PASSED, APPROVED AND ADOPTED this 16th day of April, 2024.

CITY OF DIAMOND BAR

____

Stan Liu, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, do hereby certify that the foregoing Resolution was passed, approved and adopted, at a regular meeting of the City Council of the City of Diamond Bar held on the 16th day of April 2024, by the following vote:

AYES: Council Members:
NOES: Council Members:
ABSENT: Council Members:
ABSTAIN: Council Members:

____
Kristina Santana, City Clerk

EXHIBIT:

Exhibit A: Table 1: Updates to the Significance Thresholds for Transportation

Resolution No. 2024-12

Exhibit A

City of Diamond Bar
VMT Baselines and Thresholds of Significance

Consistent with State CEQA guidelines section 15064.3, the City of Diamond Bar has adopted the project baselines and thresholds of significance set forth in Table 1 to guide in determining when a project will have a significant transportation impact.

Table 1

Project Type	Thresholds
Land Use Plan	1) Project Impact: A significant impact would occur if the VMT rate for the plan would exceed the applicable baseline VMT rate. 2) Cumulative Project Effect: A significant impact would occur if the project increases total regional VMT compared to cumulative no project conditions.
Land Use Project	1) Project Impact: A significant impact would occur if the VMT rate for the project would exceed the applicable baseline VMT rate. 2) Cumulative Project Effect: A significant impact would occur if the project increases total regional VMT compared to cumulative no project conditions.
Retail Project (over 50,000 square feet)	1) Project Impact: A significant impact would occur if the VMT rate for the project would exceed the applicable baseline VMT. 2) Cumulative Project Effect: A significant impact would occur if the project increases total VMT in the study area compared to baseline conditions.
Transportation Project	A significant impact would occur if the project causes a net increase in total regional VMT compared to baseline conditions, opening year no project conditions, or cumulative no project conditions.
All land use and transportation projects	A significant impact would occur if the project is inconsistent with the RTP/SCS.

VMT thresholds for each VMT type shall be based on the currently available SCAG RTP/SCS model. The thresholds for each VMT type are 15 percent below the baseline VMT that sets the most achievable VMT target. The VMT per employee threshold for employment-generating projects shall be based on 15 percent below either the SGVCOG Southeast Subarea or SGVCOG Region, whichever results in the largest numerical value. The VMT per capita thresholds for residential projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value. The VMT per service population thresholds for mixed-use projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value.

Memorandum

Date: November 27, 2023

To: Turner Lott, SGVCOG
Steph Wong, SGVCOG
Roy Choi, SGVCOG

From: Katy Cole, Jolene Hayes, and Biling Liu

Subject: City of Diamond Bar
Analysis of the City's VMT Thresholds (Deliverable 2.3)

OC20- 0715.02

This technical memorandum summarizes the vehicle miles traveled (VMT) differences between the SCAG 2016 and 2020 Regional Transportation Plan/Sustainable Communities (RTP/SCS) models and how these differences may affect the thresholds for vehicle miles of travel (VMT) impact analyses in the City of Diamond Bar (the City). The current SGVCOG VMT Tool is based on VMT outputs from the 2016 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS) trip-based model (TBM) and needs to be updated to be consistent with the 2020 RTP/SCS activity-based model (ABM). The change of both the model simulation platform (trip-based model to activity-based model) and the underlying data, such as traffic counts and socio-economic data, results in changes to the VMT threshold numbers and low VMT areas. The following memorandum describes the changes in VMT, and more specifically, the change in the number of low VMT areas that meet the low VMT screening criterion.

VMT Calculations

For the purpose of updating the SGVCOG VMT Evaluation Tool, we first considered how the change in model platforms (trip-based to activity-based) would change the low VMT areas in the City. In addition to the model platform, the change in the underlying inputs to the model (e.g., population, employment, traffic counts, etc.) also resulted in changes to the low VMT areas as illustrated by the differences between the 2016 and 2020 Total VMT per total population and employment (OD VMT/SP). This calculation is the same for both model versions, therefore, the change in low VMT areas shown in **Table 1** for OD VMT/SP reflects the effect of the new data inputs only, whereas the changes to home-based VMT per capita and work-based VMT per employee are combinations of data updates and the change in model methodologies (trips versus tours).

Model Methodology Comparisons

The SCAG 2016 RTP/SCS trip-based model (TBM) VMT methodology includes all trips within the SCAG model for each of the following variable formats:

1. Origin-Destination (OD) VMT per Service Population (all vehicles and all trip purposes): The total VMT to and from all traffic analysis zones (TAZ) in the geographic area are divided by the total service population to calculate the efficiency metric of VMT per service population. Service population is defined as all residents and employees of the zones being evaluated. The image shows a visual representation of OD VMT per Service Population for a single project. To calculate it for a set geography, an analyst determines the total VMT produced to or from the geography divided by the total population plus employment of that same geography.

OD VMT Per Service Population

2. Home-based VMT per capita (automobile only): All home-based trips are traced back to the residence of the trip-maker. Trips without an origin or destination from home are excluded. For example, if you leave home and stop for coffee, then for gas, and then at the store before returning home, the trip from coffee to the gas station and from the gas station to the store would be deemed an “other to other” trip and omitted from HB VMT. The image shows a visual representation of Home-Based VMT per capita for a single home.

Home-Based VMT per Capita

3. Home-based work VMT per employee: Captures only the segment of the trip to work that directly connects home to work. All stops along the way to or from work are defined as work to/from other and are not part of the HBW VMT calculation. The image shows a visual representation of Home-Based work VMT per employee for a single home.

Home-Based Work VMT per Employee

The SCAG 2020/RTP/SCS model, an activity-based model (ABM), is quite different than the TBM because it considers the entire linked trip, or tour, that a person makes when leaving home or commuting to work. Whereas the calculation for total VMT per service population is the same under both models, the home-based and home-based work calculations are different.

1. OD VMT per Service Population (all vehicles and all trip purposes): The total VMT to and from all zones in the geographic area are divided by the total service population to calculate the efficiency metric of VMT per service population. This metric is the same as described above for the TBM.

2. VMT per capita (automobile only): Considers VMT for all tours embarked upon by residents, encompassing both Single Occupancy Vehicle (SOV) and High-Occupancy Vehicle (HOV) drivers (drivers only). The VMT is divided by the population within the geographic area. This method includes all trips made by the population of the geographic area, including those that do not directly start or end at home. For example, if you leave home and stop for coffee, then for gas, and then at the store before returning home, all of these legs of the trip together would be a "tour" and they are all included in the calculation. The image shows a visual representation of tour-based VMT per capita for a single home.

VMT per Capita (Tour-Based)

3. VMT per employee: Encompasses VMT for all work-related tours, encompassing both work and work-related business. The VMT is divided by the employees within the geographic area. For example, if a person commutes to work, then has a lunch meeting and runs a work errand mid-day, and then commutes home from work stopping at the gym on the way, all of these legs are summed together as work-related tours and are included in the calculation.

VMT per Employee (Tour-Based)

Baseline Data Differences (2016 vs. 2020 SCAG RTP/SCS)

The SCAG 2016 RTP/SCS was calibrated and validated based on traffic counts collected in 2012, the 2012 roadway network, 2012 transit network and ridership information, land use information, and other socio-economic inputs. The 2020 RTP/SCS was calibrated and validated based on the datapoints collected in 2016. The changes in the underlying data affected the low VMT areas within the SGVCOG region. To conduct comparative VMT results, the VMT from the SCAG 2016 RTP/SCS and 2020 RTP/SCS were both interpolated to 2023 baseline in the next VMT Comparison section.

VMT Comparison

Diamond Bar is located in the Southeast Subarea of the SGVCOG region. According to the *City of Diamond Bar Transportation Study Guidelines for Vehicle Miles Traveled and Level of Service Assessment (August 2020*), the City adopted the City of Diamond Bar (City) baseline VMT as the benchmark to determine CEQA transportation impacts for all project types (residential, employment, and mixed-use/regional retail). A comparison of the number of low VMT areas under the 2016 versus the 2020 RTP using the City's adopted threshold (15% below the City's baseline) is shown in **Table 1**.

Table 1: Comparison of Low VMT Areas Using Diamond Bar's Adopted VMT Baseline (2016 vs. 2020 RTP/SCS)

2023	Adopted Threshold (2016 RTP)			Adopted Threshold (2020 RTP)			Changes		
VMT Type	TAZs More than 15% below Benchmark	TAZs 0 to 15% below Benchmark	TAZs Above Benchmark	TAZs More than 15% below Benchmark	TAZs 0 to 15% below Benchmark	TAZs Above Benchmark	TAZs More than 15% below Benchmark	TAZs 0 to 15% below Benchmark	TAZs Above Benchmark
OD VMT/SP	3	5	6	1	9	4	-2	4	-2
VMT/Capita	0	14	12	0	12	15	0	-2	3
VMT/Employee	2	18	7	6	15	6	4	-3	-1

Pursuant to the OPR Guidance, cities can adopt different baselines based on project types and states that employment-based VMT thresholds should use subregional or regional baselines. The City's current threshold (City) is appropriate for Total and home-based VMT types, but the City should consider using the Southeast as the baseline for employment-based VMT (VMT/Employee) consistent with OPR's guidance. The threshold for Total VMT, since it is a mix of both residential and employment, can use any baseline.

Table 2 shows the comparison of the thresholds for the different baseline options (SGVCOG, Southeast Subarea, and City) using the 2020 RTP model. The higher thresholds result in the ability to screen out more projects, whereby more transportation analysis zones (TAZs) generate less miles of travel per person than the baseline. For example, for Total VMT per service population (OD VMT/SP), a project that generates 31.7 miles of travel per person would exceed the thresholds for the SGVCOG and the Southeast Subarea of 28.93 and 31.67 miles per person, respectively but would fall below the City threshold (31.85 miles). The numbers in bold in **Table 2** are the basis for the comparisons in **Table 3** and serve as the thresholds that would achieve the lowest VMT thresholds and that are consistent with OPR's guidelines. As previously stated, the OPR Guidelines recommend a subregional or regional VMT threshold for analyzing employment-generating projects. The City currently uses the City of Diamond Bar's employment VMT rate as the threshold. Changing the threshold from City to Southeast Subarea would result in the conversion of three low and four moderate VMT zones to seven high VMT zones.

Table 2: Baseline VMT Rates

	Baseline			15% Below Baseline (Threshold)		
Region/City	OD VMT/SP	VMT/Capita	VMT/Employment	OD VMT/SP	VMT/Capita	VMT/Employment
SGVCOG	34.03	24.10	39.23	28.93	20.49	33.34
Southeast	37.26	24.33	**39.47**	31.67	20.68	**33.55**
Diamond Bar	**37.47**	**30.53**	41.38	**31.85**	**25.95**	35.18

In **Table 3** below, based on the 2020 RTP, the Adopted Threshold (City) is compared to an alternative threshold. The City threshold continues to maximize low VMT areas for all project types, however, the OPR Guidance recommends a regional baseline for employment based VMT. The table below reflects the Southeast rather than the City threshold for employment generating projects, which results in seven more red areas, three fewer blue areas, and four fewer yellow areas as reflected in **Table 3** and in the maps.

Table 3: Comparison of Low VMT Areas (Adopted VMT Baseline vs. Alternative Baseline Option)

2023	**Adopted Threshold (2020 RTP)**			**Alternative Threshold (2020 RTP)**			**Changes**		
VMT Type	**TAZs More than 15% below Benchmark**	**TAZs 0 to 15% below Benchmark**	**TAZs Above Benchmark**	**TAZs More than 15% below Benchmark**	**TAZs 0 to 15% below Benchmark**	**TAZs Above Benchmark**	**TAZs More than 15% below Benchmark**	**TAZs 0 to 15% below Benchmark**	**TAZs Above Benchmark**
OD VMT/SP	1	9	4	1	9	4	0	0	0
VMT/Capita	0	12	15	0	12	15	0	0	0
VMT/Employee	6	15	6	3	11	13	-3	-4	7

The 2023 baseline VMT maps reflecting the City's adopted VMT baseline under both the 2016 and 2020 RPT, as well as the alternative thresholds for consideration are shown in **Attachments A-C**.

Conclusion

This analysis compares the VMT metric options for CEQA VMT analysis purposes between the 2016 RTP/SCS and 2020 RTP/SCS SCAG regional travel demand model. The following provides takeaways based on this analysis:

- The SCAG regional model changed formats from a "trip-based" model to a "tour-based" activity-based model. This change, along with changes in traffic volumes, transportation behavior and socioeconomic conditions between the 2016 and 2020 RTP/SCS planning documents, resulted in changes to the way average VMT metrics are calculated and the actual VMT results throughout the region.
- A thorough comparison of VMT metrics and changes in the VMT was conducted to understand the implications for CEQA VMT analysis.
- Retaining the City's current thresholds of significance maximizes the number of "low VMT" screening areas; however, it is recommended that the City consider the use of Southeast for screening employment-based VMT consistent with OPR's guidance.

Next Steps

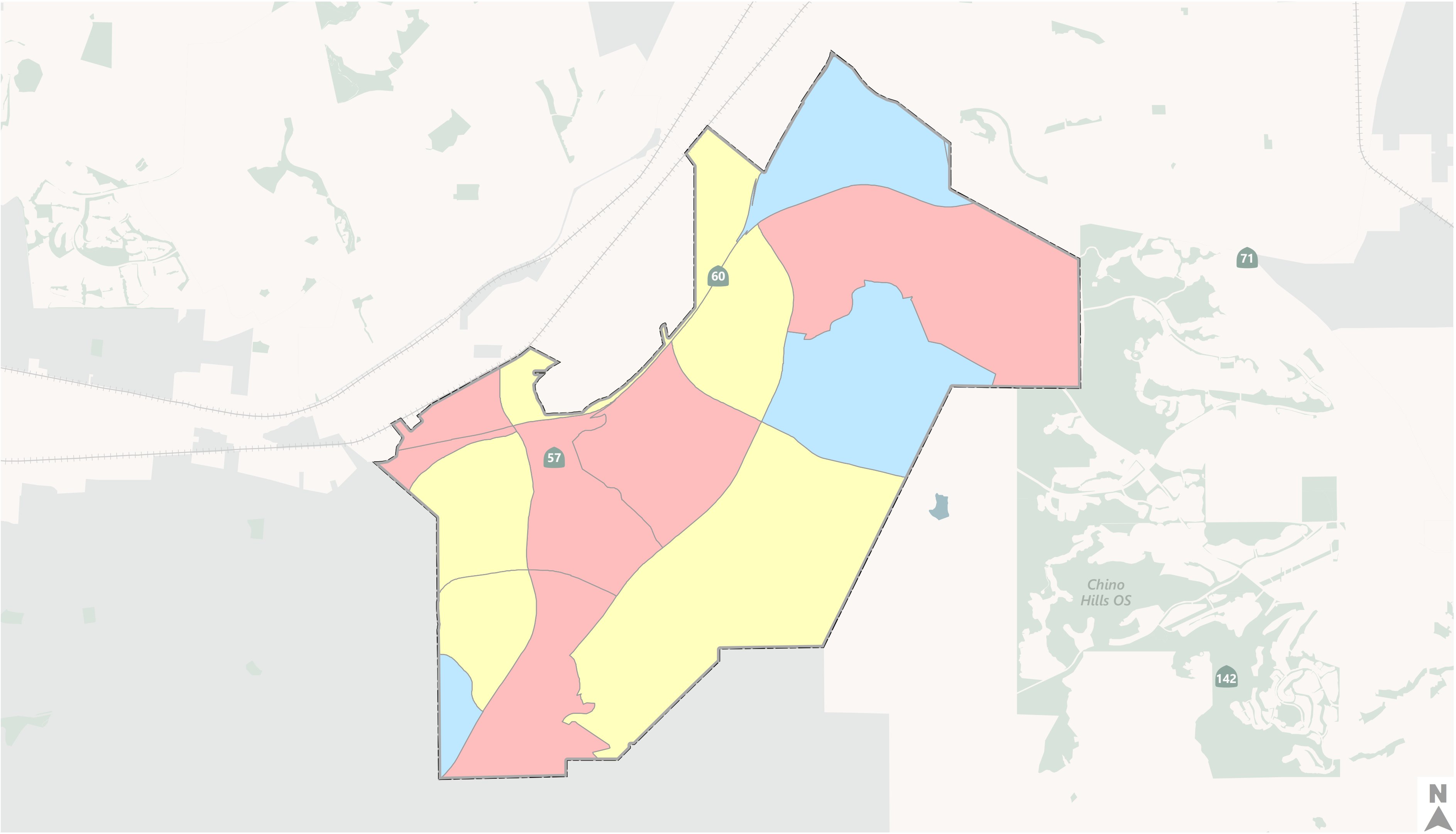
The findings for each participating SGVCOG city will be evaluated by each city to determine if the thresholds should be changed. Changing the thresholds will require City Council approval.

Attachments

- Attachment A: 2023 Baseline OD/SP VMT Maps
- Attachment B: 2023 Baseline Home-Based Work VMT Maps
- Attachment C: 2023 Baseline Home-Based VMT Maps

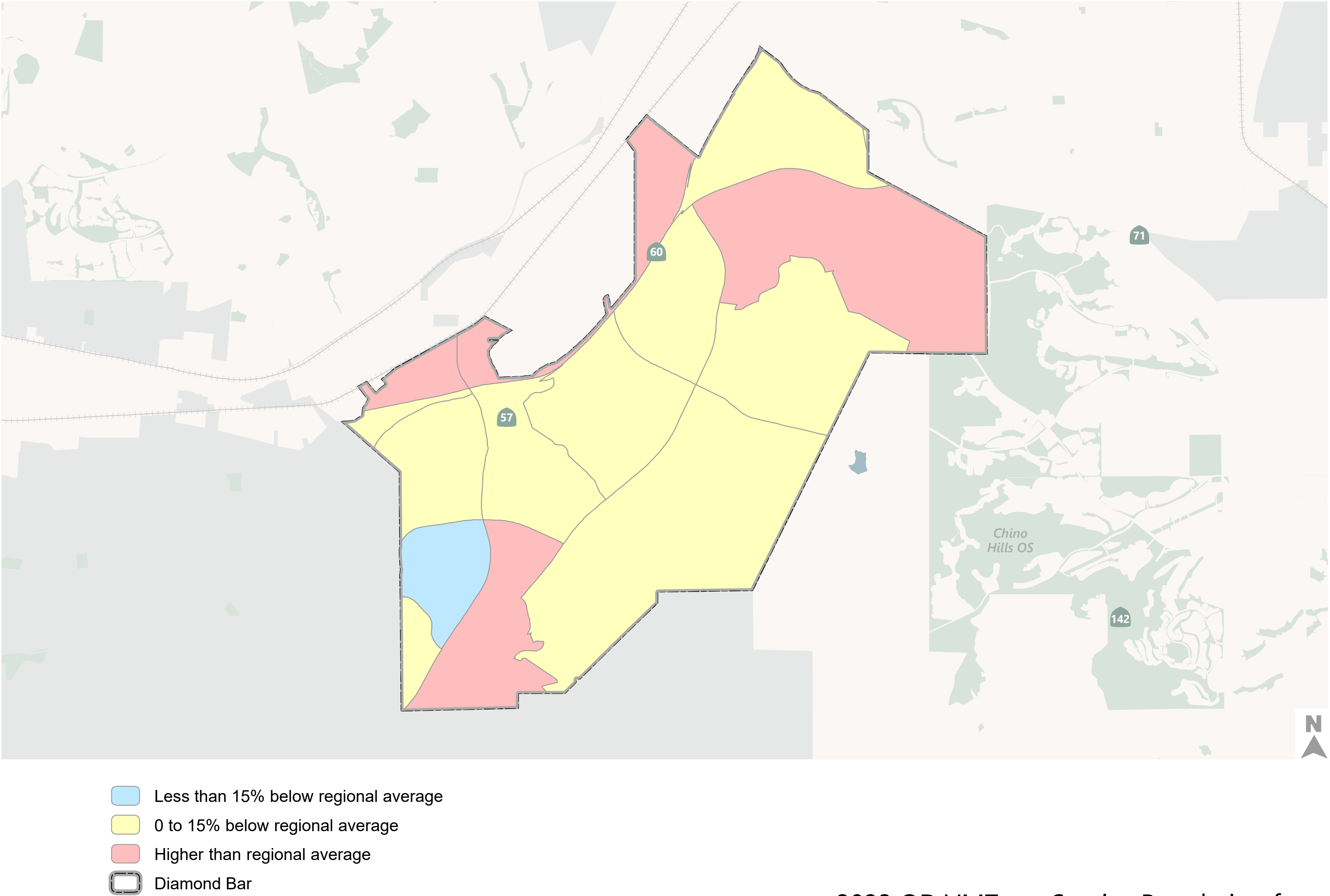
Attachment A

OD/SP VMT Maps



- Less than 15% below regional average
- 0 to 15% below regional average
- Higher than regional average
- Diamond Bar

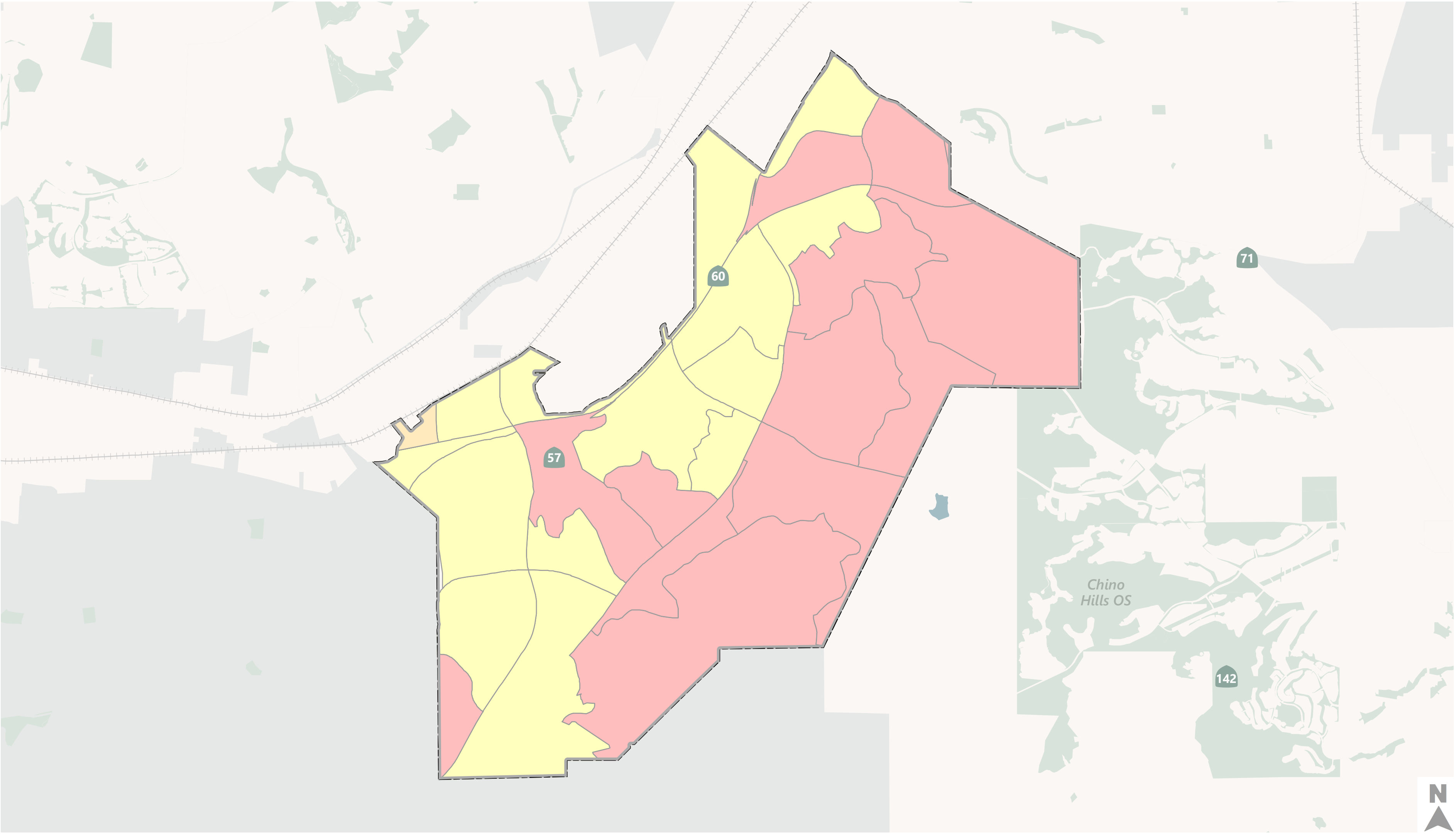
2023 OD VMT per Service Population from
2016 RTP Model with Adopted Threshold
Diamond Bar



2023 OD VMT per Service Population from
2020 RTP Model with Adopted Threshold
Diamond Bar

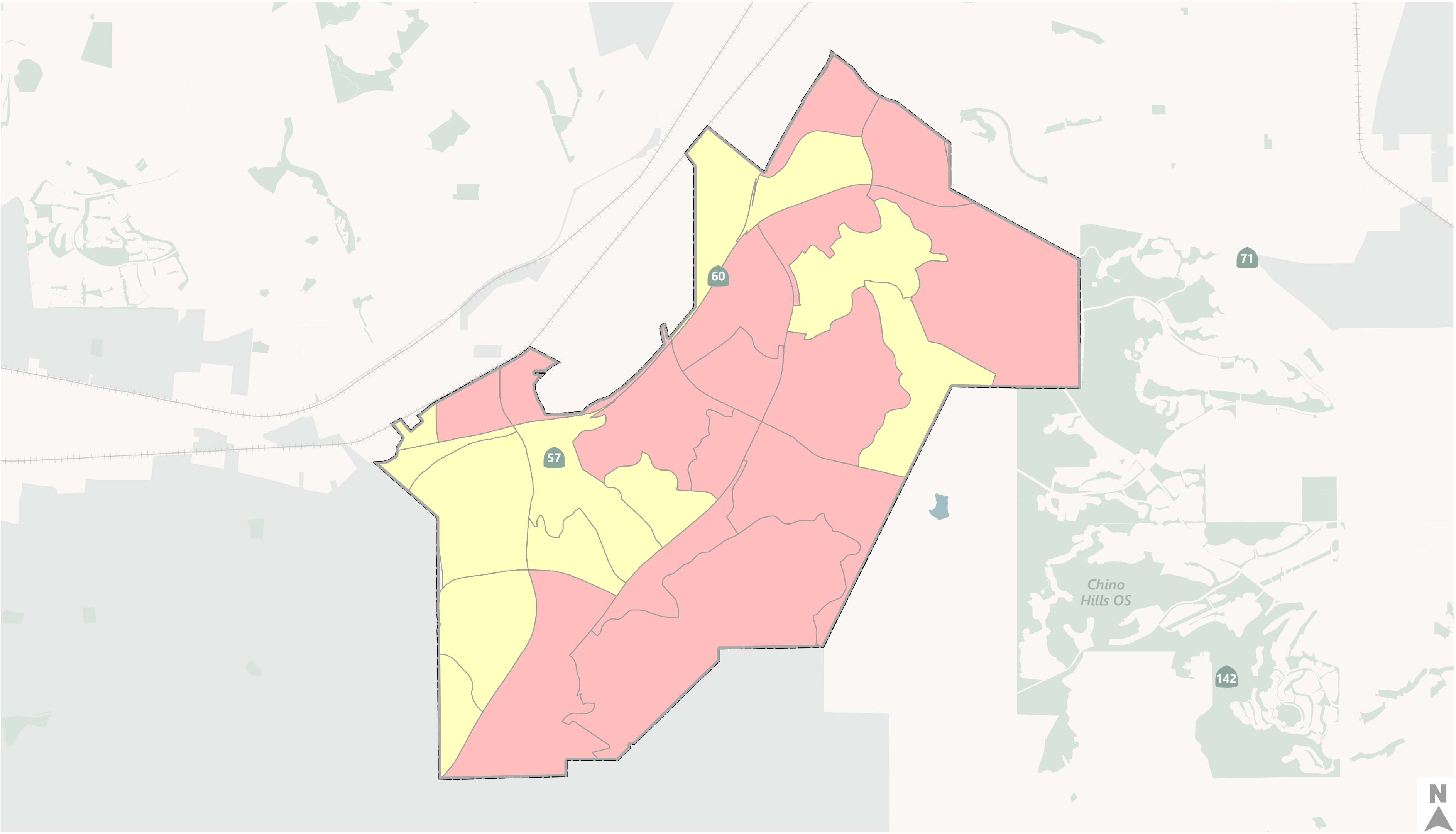
Attachment B

Home-Based VMT Maps



No Population
Less than 15% below regional average
0 to 15% below regional average
Higher than regional average
Diamond Bar

2023 Home-based VMT per Capita from
2016 RTP Model with Adopted Threshold
Diamond Bar

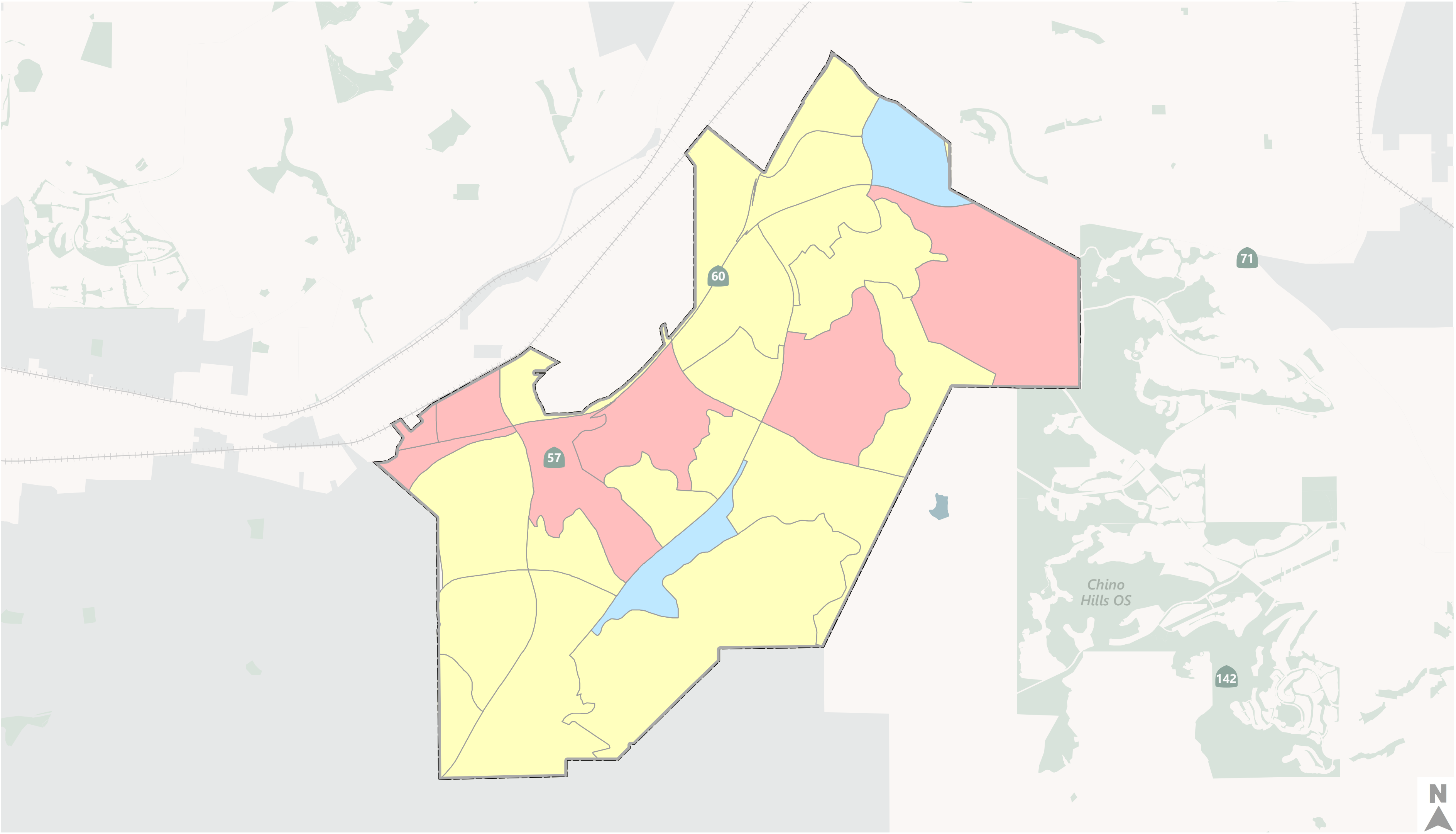


No Population
Less than 15% below regional average
0 to 15% below regional average
Higher than regional average
Diamond Bar

2023 VMT per Capita from
2020 RTP Model with Adopted Threshold
Diamond Bar

Attachment C

Home-Based Work VMT Maps



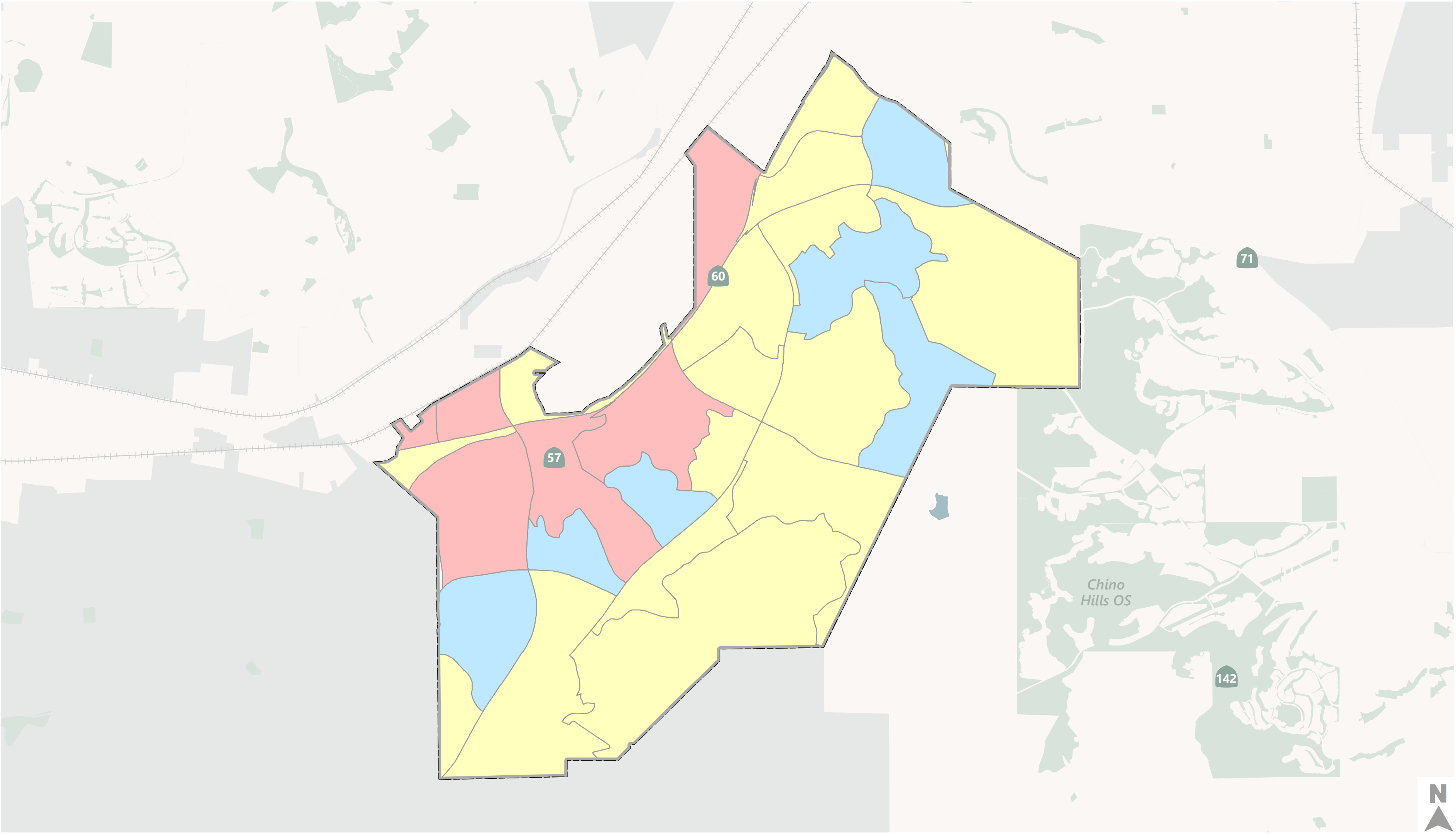
Less than 15% below regional average

0 to 15% below regional average

Higher than regional average

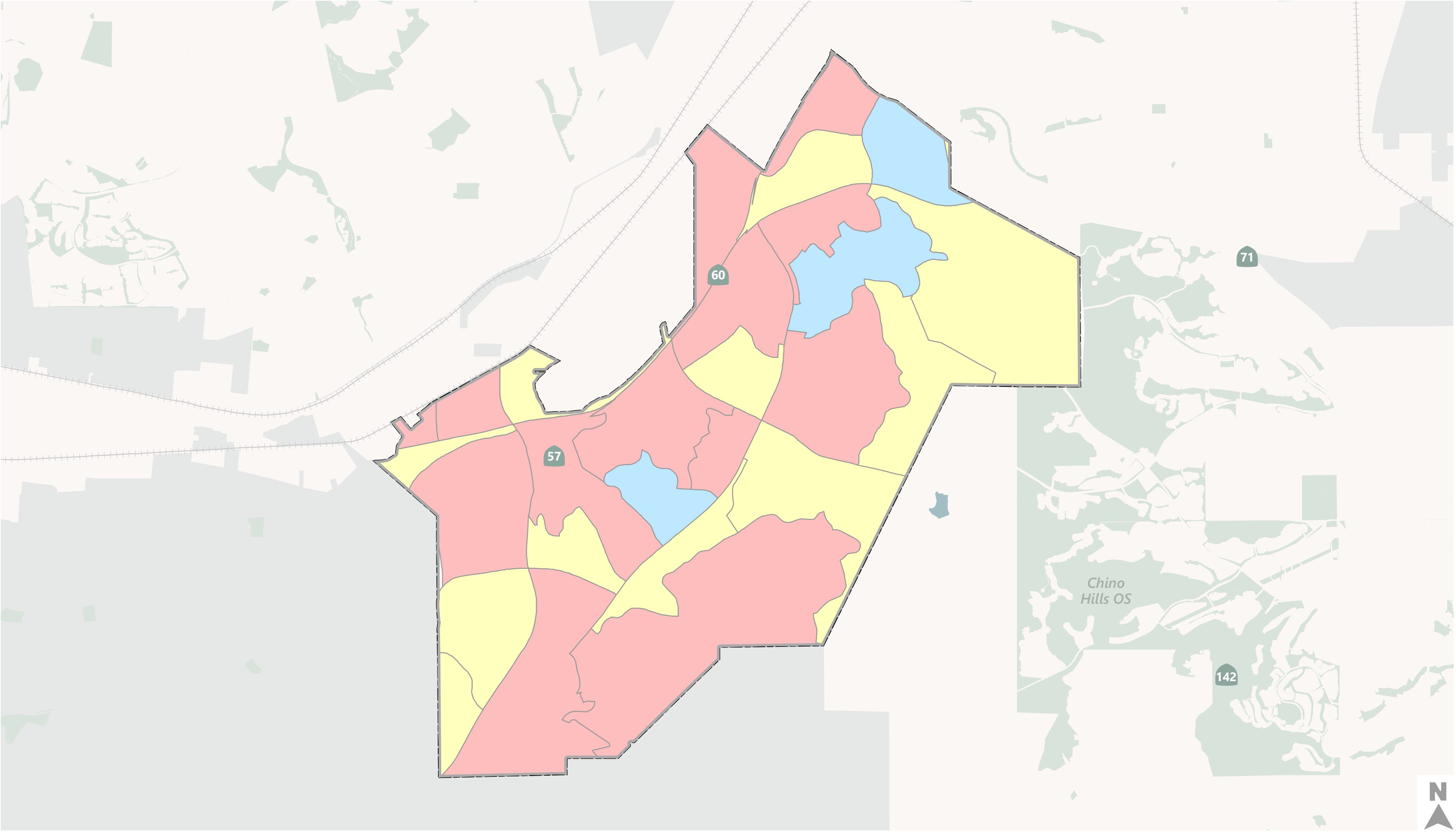
Diamond Bar

2023 Home-based Work VMT per Employee from
2016 RTP Model with Adopted Threshold
Diamond Bar



- Less than 15% below regional average
- 0 to 15% below regional average
- Higher than regional average
- Diamond Bar

2023 VMT per Employee from
2020 RTP Model with Adopted Threshold
Diamond Bar



Less than 15% below regional average
0 to 15% below regional average
Higher than regional average
Diamond Bar

2023 VMT per Employee from
2020 RTP Model with Alternative Threshold
Diamond Bar

PLANNING COMMISSION
RESOLUTION NO. 2024-04

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF DIAMOND BAR, CALIFORNIA, RECOMMENDING THE ADOPTION OF AN UPDATE TO THE "VEHICLE MILES TRAVELED" THRESHOLDS OF SIGNIFICANCE FOR PURPOSES OF ANALYZING TRANSPORTATION IMPACTS UNDER THE CALIFORNIA ENVIRONMENTAL QUALITY ACT TO THE CITY COUNCIL.

A. RECITALS

1. WHEREAS, on April 18, 1989, the City of Diamond Bar was established as a duly organized municipal corporation of the State of California.

2. WHEREAS, on July 25, 1995, the City of Diamond Bar adopted its General Plan incorporating all State mandated elements, and portions of the General Plan have been updated from time to time.

3. WHEREAS, on December 17, 2019, the City of Diamond Bar adopted its comprehensive update of the General Plan ("General Plan 2040").

4. WHEREAS, the California Environmental Quality Act Guidelines ("CEQA Guidelines") encourage public agencies to develop and publish generally applicable "thresholds of significance" to be used in determining the significance of a project's environmental effects.

5. WHEREAS, CEQA Guidelines Section 15064.7(a) defines a threshold of significance as "an identifiable quantitative, qualitative or performance level of a particular environmental effect, noncompliance with which means the effect will normally be determined to be significant by the agency and compliance with which means the effect normally will be determined to be less than significant".

6. WHEREAS, CEQA Guidelines Section 15064.7(b) requires that thresholds of significance must be adopted by ordinance, resolution, rule, or regulations, developed through a public review process, and be supported by substantial evidence.

7. WHEREAS, pursuant to CEQA Guidelines Section 15064.7(c), when adopting thresholds of significance, a public agency may consider thresholds of significance adopted or recommended by other public agencies provided that the decision of the agency is supported by substantial evidence.

8. WHEREAS, Senate Bill 743, enacted in 2013 and codified in Public Resources Code Section 21099, required changes to the CEQA Guidelines regarding the criteria for determining the significance of transportation impacts of projects.

9. WHEREAS, in 2018, the Governor's Office of Planning and Research ("OPR") proposed, and the California Natural Resources Agency certified and adopted, new CEQA Guidelines Section 15064.3 that identifies vehicle miles traveled ("VMT") – meaning the amount and distance of automobile travel attributable to a project – as the most appropriate metric to evaluate a project's transportation impacts.

10. WHEREAS, as a result, automobile delay, as measured by "level of service" and other similar metrics, generally no longer constitutes a significant environmental effect under CEQA.

11. WHEREAS, the City of Diamond Bar is one of 26 San Gabriel Valley Council of Governments (SGVCOG) member cities that opted into the SGVCOG SB 743 Implementation process.

12. WHEREAS, at the conclusion of the process, the SGVCOG VMT Evaluation Tool was developed for the SGVCOG region, including VMT screening establishing a baseline threshold.

13. WHEREAS, on July 21, 2020, the City Council adopted Resolution No. 2020-30, establishing Citywide VMT screening thresholds derived from the SGVCOG VMT Evaluation Tool.

14. WHEREAS, the current SGVCOG VMT Evaluation Tool is based on VMT outputs from the 2016 Regional Transportation Plan/Sustainable Communities Strategies (RTP/SCS) trip-based model and needs to be updated to be consistent with the 202 RTP/SCS activity-based model. Additionally, changes in population, employment, and traffic counts have been updated in the 2020 RTP/SCS;

15. WHEREAS, both updates have resulted in changes to the VMT threshold numbers and low VMT areas throughout the SGVCOG region; and

16. WHEREAS, on March 12, 2024, at a regularly scheduled meeting, the Planning Commission reviewed and considered the City of Diamond Bar's proposed updates to the VMT thresholds of significance for determining the significance of transportation impacts and recommends adoption to the City Council.

B. RESOLUTION

NOW, THEREFORE, it is found, determined and resolved by the Planning Commission of the City of Diamond Bar as follows:

1. This Planning Commission hereby specifically finds that all of the facts set forth in the Recitals, Part A, of this Resolution are true and correct.

2. Based upon the facts and evidence presented during the Planning Commission meeting regarding the City's proposed VMT thresholds of significance for determining the significance of transportation impacts, including oral and documentary evidence provided by City staff, the Planning Commission hereby finds as follows:

(a) The VMT Thresholds for each VMT type based on 15 percent below the baseline VMT that sets the most achievable VMT target. The baseline VMT shall be based on the most current and available Southern California Association of Governments Regional Transportation Plan travel demand model. The VMT per employee threshold for employment-generating projects shall be based on 15 percent below either the SGVCOG Southeast Subarea or SGVCOG Region, whichever results in the largest numerical value. The VMT per capita thresholds for residential projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value. The VMT per service population thresholds for mixed-use projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value.

(b) CEQA Guidelines. The adoption of local CEQA thresholds of significance for transportation impacts and the adoption of Local Transportation Assessment Guidelines will not have a significant environmental impact and are exempt from the CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations because the two actions are undertaken by the City for the protection of the environment. The revised CEQA thresholds will be compliant with a State mandate (SB 743) and will be used in a regulatory process (CEQA process) that involves procedures for the protection of the environment. Accordingly, the City Council will consider the recommendation to find the Resolution exempt from the environmental review requirements of CEQA pursuant to Section 15308 of Title 14 of the California Code of Regulations.

3. Based on the findings and conclusions set forth above, this Resolution shall serve as the Planning Commission's report to the City Council recommending adoption of the proposed updates to the VMT thresholds of significance as set forth in Exhibit A.

The Planning Commission shall:

(a) Certify as to the adoption of this Resolution; and

(b) Forthwith transmit a certified copy of this Resolution to the City Council of the City of Diamond Bar.

ADOPTED AND APPROVED THIS 12th DAY OF MARCH, 2024, BY THE PLANNING COMMISSION OF THE CITY OF DIAMOND BAR.

Ruben Torres, Chair

I, Greg Gubman, Secretary of the Planning Commission of the City of Diamond Bar, do hereby certify that the foregoing Resolution was duly introduced, passed, and adopted, at a regular meeting of the Planning Commission held on the 12th day of March, 2024, by the following vote to wit:

AYES:	Commissioners:	Barlas, Garg, Torres, Rawlings
NOES:	Commissioners:	None
ABSENT:	Commissioners:	Wolfe
ABSTAIN:	Commissioners:	None

ATTEST:

Greg Gubman, Secretary

City of Diamond Bar

Exhibit A

VMT Baselines and Thresholds of Significance

Consistent with State CEQA guidelines section 15064.3, the City of Diamond Bar has adopted the project baselines and thresholds of significance set forth in Table 1 to guide in determining when a project will have a significant transportation impact.

Table 1

Project Type	**Thresholds**
Land Use Plan	1) Project Impact: A significant impact would occur if the VMT rate for the plan would exceed the applicable baseline VMT rate. 2) Cumulative Project Effect: A significant impact would occur if the project increases total regional VMT compared to cumulative no project conditions.
Land Use Project	1) Project Impact: A significant impact would occur if the VMT rate for the project would exceed the applicable baseline VMT rate. 2) Cumulative Project Effect: A significant impact would occur if the project increases total regional VMT compared to cumulative no project conditions.
Retail Project (over 50,000 square feet)	1) Project Impact: A significant impact would occur if the VMT rate for the project would exceed the applicable baseline VMT. 2) Cumulative Project Effect: A significant impact would occur if the project increases total VMT in the study area compared to baseline conditions.
Transportation Project	A significant impact would occur if the project causes a net increase in total regional VMT compared to baseline conditions, opening year no project conditions, or cumulative no project conditions.
All land use and transportation projects	A significant impact would occur if the project is inconsistent with the RTP/SCS.

VMT thresholds for each VMT type shall be based on the currently available SCAG RTP/SCS model. The thresholds for each VMT type are 15 percent below the baseline VMT that sets the most achievable VMT target. The VMT per employee threshold for employment-generating projects shall be based on 15 percent below either the SGVCOG Southeast Subarea or SGVCOG Region, whichever results in the largest numerical value. The VMT per capita thresholds for residential projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value. The VMT per service population thresholds for mixed-use projects may be based on the City, SGVCOG Southeast Subarea, or SGVCOG Region, whichever results in the largest numerical value.

Agenda #: *5.5*
Meeting Date: *April 16, 2024*

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **CONTINUED PARTICIPATION IN THE LOS ANGELES URBAN COUNTY PERMANENT LOCAL HOUSING ALLOCATION ("PLHA") PROGRAM.**

STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

A. Adopt Resolution No. 2024-13 approving the City's participation in Year 4 of the Los Angeles Urban County PLHA Program; identifying proposed activities for the expenditure of $145,682 in PLHA funding; and authorizing the City Manager to sign a reimbursable contract with the Los Angeles County Development Authority ("LACDA"); and

B. Determine that the proposed action does not constitute a project and is therefore exempt from the California Environmental Quality Act ("CEQA").

FISCAL IMPACT:

The PLHA Program is a SB 2 funded program that provides an ongoing annual source of funding through State Property Transfer Fees. The City has been allocated $145,682 in funding for Year 4 (January 1, 2026 through December 31, 2026) PLHA Program based on the State's allocation formula. No additional funding is required to participate in the program. If the City does NOT request the funds and identify a purpose for them, the funds will be returned to the State.

BACKGROUND

The PLHA Program was approved by the State legislature in 2017. It is designed to provide an ongoing annual source of funding for the construction of affordable housing, programs to assist persons who are experiencing or are at risk of homelessness, or other housing-related assistance programs for low-to-moderate income households. Like the City's Community Development Block Grant (CDBG) program allocations, the

PLHA funding is first allocated to the Los Angeles County Development Authority (LACDA). The funding is then distributed to individual participating cities according to an allocation formula. The City was allocated a combined total of $649,080 for PLHA Program Years 1 through 3 (i.e., calendar years 2023 through 2025)

On June 20, 2023, the City Council adopted Resolution No. 2023-25 approving the City's participation in the PLHA Program to expand the Home Improvement Program by increasing the maximum loan amount from $20,000 to $30,000, and extending the program to income-eligible condominium owners, and authorizing the City Manager to enter into a reimbursable contract with LACDA.

On April 1, 2024, LACDA issued a bulletin (Attachment 2) listing the Year 4 PLHA funding allocations for each participating city. Diamond Bar is listed as eligible to receive $145,682 in Year 4 PLHA funding. To begin receiving these funds, the City is required to adopt and submit a City Council resolution to LACDA by May 31, 2024, listing the program activities that will be funded.

Pursuant to the rules set forth by LACDA, Year 4 funds must be fully expended by December 31, 2026.

DISCUSSION

The SB 2 legislation relating to PLHA funds specifies what eligible activities these funds can be used to finance. Activities can be broadly categorized as follows:

1. Activities related to the construction or preservation of affordable housing or supportive housing;

2. Matching funds to regional housing trusts;

3. Homelessness services and prevention programs;

4. Accessibility modifications for lower-income, owner-occupied housing;

5. Acquisition and rehabilitation of foreclosed or vacant homes; and

6. Programs that expand homeownership opportunities including but not limited to down-payment assistance programs.

Of the eligible activities listed above, it is recommended that the City allocate its Year 4 PLHA allocation to continue funding the Home Improvement Program and Condominium Home Improvement Program. The proposed programming of these funds is summarized below:

- **Home Improvement Program (HIP) – $56,545**

  The HIP offers deferred loans to eligible low- and moderate-income homeowners of single-family detached housing for necessary home improvements, as well as repairs to mitigate building and safety code deficiencies and/or violations. The City's

HIP policies currently provide interest-free, deferred loans of up to $30,000 to eligible households. Loans become payable when the homes are sold or refinanced.

The minimum and maximum loan amounts under this program are $5,000 and $30,000, respectively. The City proposes to allocate a portion of its PLHA award to fund at least two HIP loans. CDBG funds are available to accommodate additional participation in the program.

- **Condominium Home Improvement Program (CHIP) – $60,000**

  The CHIP offers deferred loans to eligible low- and moderate-income homeowners of residential condominiums and townhomes. The program is administered essentially the same manner as the HIP, but the loan amount is capped at $20,000 because costlier improvements, such as roof maintenance and exterior repairs, are the responsibility of the respective condominium homeowners associations. The proposed allocation of $60,000 would fund at least three loans through the end of 2026. Unlike the HIP, CDBG funds cannot be used for CHIP loans, so excess demand would have to be accommodated in the subsequent program year. Alternatively, the City may make adjustments to the PLHA funding allocations between the two programs, if appropriate. For example, If the demand for CHIP loans is higher than anticipated, the City could reallocate funds from the HIP allocation.

- **Administration of the HIP and CHIP - $29,136**

  The use of PLHA funds to cover administrative costs is capped at 20%. Therefore, $29,136 of the PLHA award is proposed to be set aside to pay consultant costs to administer these programs.

ENVIRONMENTAL ANALYSIS:

The proposed action does not constitute a project under the California Environmental Quality Act (“CEQA”). As such, this matter is exempt under CEQA.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Resolution as to form.

PREPARED BY:

Greg Gubman

Greg Gubman, Community Development Director 4/16/2024

REVIEWED BY:

Greg Gubman

Greg Gubman, Community Development Director 4/9/2024

Attachments:

1. 5.5.a Resolution No. 2024-13
2. 5.5.b LACDA Bulletin No. 24-0004

RESOLUTION NO. 2024-13

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR APPROVING THE PARTICIPATION IN THE YEAR 4 LOS ANGELES URBAN COUNTY PERMANENT LOCAL HOUSING ALLOCATION PROGRAM BY AUTHORIZING THE CITY MANAGER TO SIGN A REIMBURSABLE CONTRACT WITH THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY (“LACDA”) ACTING ON BEHALF OF THE COUNTY.

WHEREAS, the City of Diamond Bar (“City”) desires to participate in the Los Angeles Urban County Permanent Local Housing Allocation (“PLHA”) Program; and

WHEREAS, the City authorizes the execution of a Reimbursable Contract with the County of Los Angeles in order to receive said PLHA funds.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Diamond Bar as follows:

Section 1. That the City Council does hereby authorize the City Manager to execute any and all documents, including a reimbursable contract with the Los Angeles County Development Authority acting on behalf of the County of Los Angeles, necessary for participation in the Los Angeles Urban County PLHA Program on behalf on behalf of the City of Diamond Bar.

Section 2. That the City Council determines that the proposed action does not constitute a project under the California Environmental Quality Act (“CEQA”), based on Section 15061(b)(3) of the CEQA Guidelines.

Section 3. The City Clerk shall attest and certify to the passage and adoption of this Resolution and enter it into the book of original resolutions, and it shall become effective immediately upon its approval.

PASSED, APPROVED, AND ADOPTED this 16th day of April, 2024.

CITY OF DIAMOND BAR

____
Stan Liu, Mayor

ATTEST:

I, Kristina Santana, City Clerk of the City of Diamond Bar, California do hereby certify that the foregoing Resolution was duly and regularly passed, approved and adopted by the City Council of the City of Diamond Bar, California, at its regular meeting held on the 16th day of April, 2024, by the following vote, to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

____
Kristina Santana, City Clerk

HOUSING
COMMUNITY
ECONOMIC
LACDA
Los Angeles County Development Authority

GMU BULLETIN

700 West Main Street, Alhambra, CA 91801

NUMBER: **PLHA-24-0004**	SUBJECT:	**2022 PROGRAM ALLOCATIONS, YEAR 4 FOR THE PERMANENT LOCAL HOUSING ALLOCATION (PLHA) PROGRAM FOR URBAN COUNTY PARTICIPATING CITIES**
DATE: **April 1, 2024**	EFFECTIVE DATE: **IMMEDIATELY**	PAGE **1** OF **2**

TO: PARTICIPATING CITIES

The purpose of this bulletin is to provide our Participating Cities (Cities) an update on the Permanent Local Housing Allocation Program (PLHA) funding for Year 4.

The State of California Department of Housing and Community Development released the NOFA for Year 4 in December 2023 and announced that the County of Los Angeles (County) will receive an allocation of $9,451,755.00. Funding has experienced a significant change from previous years due to the real estate transactions in 2022. Cities who have a State-approved Housing Element are invited to follow the instructions below to program their PLHA Year 4 allocation to implement eligible affordable housing programs. Cities can continue to fund existing projects using funding from multiple years.

Attachment A provides the new PLHA Year 4 allocation amounts available to Cities that qualify and wish to utilize these funds for current or new eligible activities. To receive PLHA Year 4 funding, Cities with a State-approved Housing Element who wish to use their available allocation for PLHA Eligible Activities, must submit a Letter of Intent and proposed Exhibit A form to opt-in and receive funding. If applicable, the Letter of Intent must include concise details of the proposed Activity and Sub-Activity and describe how the City will spend the funds by December 31, 2026.

Please consider the complexity of the project being proposed, available resources, and whether the funding amount can be expended by the expenditure deadline. Because the shared allocation limits the amount of funding available to each jurisdiction, PLHA may not be the best funding source for all eligible activities. If you intend to make a change to an existing project that will reallocate funding by 10% or more, LACDA cannot guarantee a timely reimbursement and you may experience a delay in funding. If a city does not submit a Letter of Intent, the available allocation will be retained by the County and reallocated to Countywide program(s).

Please adhere to the following deadlines to receive funding:

1. April 15, 2024 - The Letter of Intent must be completed and submitted to the LACDA (Attachment E).

2. April 30, 2024 - Proposed Exhibit A form must be submitted (Attachment C); and

3. May 31, 2024 - City Council approval resolution must be submitted (Attachment D).

Please be aware that the County cannot issue PLHA funding to Cities until all conditions for funding and program/regulatory requirements have been met and LACDA receives an executed agreement for PLHA Year 4 funds from the State. It is also important to note that certain activity costs for projects receiving PLHA funding are eligible for reimbursement as long as the expenses are incurred no more than 12-months prior to execution of Standard Agreement between the State and the County.

Should you need assistance in this matter or have any questions related to the PLHA program, you may contact JoAnn Eros-Delgado, Contract Management Supervisor at (626) 586-1749 or JoAnn.Eros@lacda.org or Jenny Salazar, PLHA Specialist, at (626) 586-1633 or Jenny.Salazar@lacda.org.

Sincerely,

Linda Jenkins
Linda Jenkins (Apr 1, 2024 15:32 PDT)

LINDA JENKINS, Director

Community Development Division

ATTACHMENT A

Permanent Local Housing Allocation 2022			Total Urban County Entitlement		$9,451,755
Redistricting Population Counts			Less Administration (5%)		($472,588)
Round 4			Total 2022-2023 to be Allocated		$8,979,167

City	Population 2020	Poverty 2020	Overcrwding 2020	Factor	Allocation
AGOURA HILLS	21,048	798	84	0.004225596	$37,942
ARCADIA	57,180	4,784	743	0.018586347	$166,890
AVALON	3,873	415	133	0.001750789	$15,721
AZUSA	48,801	6,073	1,653	0.023627161	$212,152
BELL	34,644	7,441	2,262	0.027056320	$242,943
BELL GARDENS	41,770	11,005	2,925	0.037379286	$335,635
BEVERLY HILLS	33,709	2,998	467	0.011416855	$102,514
CALABASAS	23,762	2,110	163	0.007417324	$66,601
CLAREMONT	35,462	1,521	153	0.007513354	$67,464
COMMERCE	13,412	2,068	551	0.007645583	$68,651
COVINA	48,710	4,417	1,443	0.019556588	$175,602
CUDAHY	23,606	6,513	1,453	0.020951076	$188,123
CULVER CITY	38,913	2,382	688	0.011609730	$104,246
DIAMOND BAR	55,904	3,696	724	0.016224415	$145,682
DUARTE	21,399	1,972	556	0.008360926	$75,074
EL SEGUNDO	16,575	834	118	0.003929255	$35,281
HAWAIIAN GARDENS	14,212	2,782	851	0.010274501	$92,256
HERMOSA BEACH	19,147	803	195	0.004443213	$39,896
HIDDEN HILLS	2,156	165	15	0.000620884	$5,575
IRWINDALE	1,365	115	39	0.000525328	$4,717
LA CANADA-FLINTRIDGE	20,078	664	39	0.003684468	$33,083
LA HABRA HEIGHTS	5,305	104	32	0.000913139	$8,199
LA MIRADA	48,286	2,309	1,263	0.014671267	$131,736
LA PUENTE	39,705	4,932	1,468	0.019668708	$176,609
LA VERNE	32,134	2,572	324	0.009862996	$88,561
LAWNDALE	32,533	3,889	1,543	0.017098129	$153,527
LOMITA	20,212	2,602	385	0.008829422	$79,281
MALIBU	12,961	1,297	43	0.004158768	$37,342
MANHATTAN BEACH	35,064	1,114	122	0.006547411	$58,790
MAYWOOD	27,127	5,484	2,298	0.022491713	$201,957
MONROVIA	37,488	3,301	760	0.013538887	$121,568
RANCHO PALOS VERDES	42,333	1,511	396	0.009169113	$82,331
ROLLING HILLS ESTS	7,279	194	21	0.001270181	$11,405
SAN DIMAS	33,874	2,433	366	0.009937575	$89,231
SAN FERNANDO	24,244	2,252	1,017	0.010965432	$98,460
SAN GABRIEL	39,899	4,643	1,349	0.018672693	$167,665
SAN MARINO	13,028	925	150	0.003837386	$34,457
SANTA FE SPRINGS	18,131	2,184	673	0.008857323	$79,531
SIERRA MADRE	10,829	667	43	0.002679876	$24,063
SIGNAL HILL	11,430	1,465	309	0.005324117	$47,806
SOUTH EL MONTE	20,693	4,433	1,062	0.015048759	$135,125
SOUTH PASADENA	25,478	1,734	496	0.008117279	$72,886
TEMPLE CITY	36,161	3,560	842	0.014212469	$127,616
WALNUT	29,764	1,976	242	0.008113872	$72,856
WEST HOLLYWOOD	35,506	4,106	395	0.013532996	$121,515
WESTLAKE VILLAGE	8,110	371	7	0.001657389	$14,882
TOTAL PARTICIPATING CITIES	**1,223,296**	**123,616**	**30,860**	**0.495975899**	**$4,453,451**

GMU/GPPA/GPA/Allocations/PLHA Formula Allocations FY 2022 March 2024- Round 4

					ATTACHMENT A	
Permanent Local Housing Allocation 2022				**Total Urban County Entitlement**		$9,451,755
Redistricting Population Counts				**Less Administration (5%)**		($472,588)
Round 4				**Total 2022-2023 to be Allocated**		$8,979,167

Agenda #: 5.6
Meeting Date: April 16, 2024

CITY OF DIAMOND BAR
INCORPORATED 1989

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **ARBOR DAY PROCLAMATION**

STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

Adopt a Proclamation declaring April 26, 2024 as Arbor Day.

BACKGROUND:

The Arbor Day Foundation, a nonprofit organization dedicated to promoting tree planting and environmental stewardship, issues a proclamation annually to celebrate Arbor Day. This proclamation serves as a rallying call for individuals, communities, and organizations to come together and recognize the importance of trees in sustaining life on Earth. Through this initiative, the Arbor Day Foundation seeks to inspire people to take action, whether by planting trees, participating in community greening projects, or simply appreciating the vital role that trees play in maintaining a healthy and balanced ecosystem. The proclamation serves as a reminder that each tree planted contributes to a greener, more sustainable future for generations to come.

The Tree City USA program, sponsored by the Arbor Day Foundation in partnership with the U.S. Forest Service and the National Association of State Foresters, encourages communities to manage and care for their public trees. To achieve the Tree City USA designation, a city must meet four core standards:

1. **Tree Board or Department:**
   - Establish a city tree board or department responsible for the care and management of public trees.

2. **Public Tree Care Ordinance:**
   - Adopt and maintain a community tree ordinance.

3. **Community Forestry Program with a Budget:**
   - Allocate financial resources for a community forestry program.

4. **Arbor Day Observance and Proclamation:**
   - Celebrate Arbor Day by holding an official observance and proclamation. The event should involve the community and demonstrate a commitment to tree planting and care.

Cities that meet these standards annually receive the Tree City USA designation, acknowledging their dedication to effective urban forest management. The program aims to promote the numerous benefits of trees, such as improved air and water quality, reduced energy consumption, and enhanced quality of life for residents.

The City of Diamond Bar is once more pursuing re-certification as a Tree City USA. This prestigious award is bestowed upon cities that demonstrate a sincere and dynamic commitment to fostering the preservation of our natural habitat and trees. Since 2001, the City has consistently earned this recognition annually, underscoring its enduring dedication to environmental stewardship and tree care.

Attached is a proclamation naming April 26, 2024 as "Arbor Day".

PREPARED BY:

Dannette Allen

Dannette Allen, Principal 4/16/2024

REVIEWED BY:

Ryan McLean

Ryan McLean, Assistant City Manager 4/9/2024

Kristina Santana

Kristina Santana, City Clerk 4/9/2024

Daniel Fox

Daniel Fox, City Manager 4/11/2024

Attachments:
1. 5.6.a Arbor Day Proclamation

PROCLAMATION
"ARBOR DAY"

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and the world; and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource, giving us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community; and

WHEREAS, since the year 2001, the City of Diamond Bar has annually received the distinction of being named as a Tree City USA; and

WHEREAS, the City of Diamond Bar will observe Arbor Day on April 17, 2024 with a Tree Planting Ceremony at 9am and on April 20, 2024 with an Earth Day Celebration at the South Coast Air Quality Management District 9 a.m.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Diamond Bar does hereby proclaim **April 26, 2024** as **"ARBOR DAY"** in the City of Diamond Bar and urges all residents to plant trees to promote the well-being of this and future generations.

April 16, 2024

Stan Liu
Mayor

Chia Yu Teng
Mayor Pro Tem

Andrew Chou
Council Member

Ruth M. Low
Council Member

Steve Tye
Council Member

Agenda #: 7.1
Meeting Date: April 16, 2024

CITY COUNCIL AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager

TITLE: **HERITAGE PARK AND COMMUNITY CENTER RENOVATION PROJECT DESIGN CONCEPTS AND 1ST AMENDMENT TO CONSULTANT SERVICES AGREEMENT (CIP# FP24502)**

STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

A. Receive presentation on the design options and provide direction to staff;

B. Approve and authorize the City Manager to sign the First Amendment to the Consulting Services Agreement with Black O'Dowd and Associates, Inc. for design services; and

C. Determine that the approval of the amendment to the design services agreement for the proposed Project is not subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Article 18 Section 15262.

FINANCIAL IMPACT:

The Fiscal Year 2023/24 Capital Improvement Program (CIP) includes sufficient budget from the Park Development Fund (Fund 262) for the Project. The City Council approved $362,300 for the original agreement with the Consultant. The First Amendment to the Agreement will increase the contract amount by $117,700, which brings the total not-to-exceed amount of the agreement to $480,000, as shown in the table below.

The total contingency amount of $20,000 will only be used if unforeseen circumstances warrant a contract change order.

Heritage Park Renovation Phases 1 and 2 (Design) (CIP# FP24502)	Budget	Encumbrance/ Expenses	Balance
Park Development Fund	$500,000		$500,000
Consultant Services for Design		($362,300)	$137,700
First Amendment to Consultant Services for Design		($117,700)	$20,000
Contingency		(20,000)	**$0**
Balance			**$0**

BACKGROUND:

On October 3, 2023, the City Council approved a consulting services agreement with Black O'Dowd and Associates, Inc. (Consultant) to prepare final design and construction drawings for the Heritage Park and Community Center Renovation Project Phases 1 and 2 (CIP# FP24502).

In a City Council Study Session on February 20, 2024, Council Members reviewed the design concepts for the Project. It was the consensus of the City Council to proceed with Option B for the Community Center building and Option B for the shade structures.

Community Center Option B is intended to elevate the facility beyond its current level providing a greater value to the community and includes the following features:

- Adds approximately 1,200 square feet of new floor area and reconfigures approximately 1,200 square feet of existing floor area representing an approximate 55% increase in the existing building size.
- Adds a new entrance space.
- Expand the catering kitchen, along with a new separate kitchen storage area.
- Adds a new second office (in addition to the existing office) that can be used for activities, one-on-one meetings with parents and other administrative purposes.
- Adds new ADA-compliant indoor restrooms and janitorial closet.
- Converts the existing restrooms to additional storage space.
- Removes the existing outdoor detached restroom building replacing it with a new ADA-compliant attached outdoor restroom.
- Expands the existing activity room by removing the existing toddler restroom and relocating it to the new attached outdoor restroom building (with exclusive interior access).

Shade Structure Option B includes the following features:

- Architectural design inspired by the City’s windmill theme.
- Adds approximately 1,000 square feet of new shaded area highlighting the entrance to the Community Building.
- Adds approximately 2,150 to 2,300 square feet of new shaded patio area on the rear and side of the existing community room.

Comments received at the Study Session included:

- Explore options to expand and add more indoor/outdoor access to the community room in the Community Center building.
- Consider blending Site Plan Options A and B to provide a more usable picnic area and realign the basketball court to better take advantage of existing site conditions.
- Provide additional design concepts for the playground theme and equipment for further consideration.

ANALYSIS:

Based on the comments received from the City Council at the February 20th Study Session, the following has been developed, as provided in Attachment 1.

Building Floor Plan

The project team reassessed the feasibility of expanding the community room using the Option B floor plan selected by the City Council. The assessment concluded that due to the foundation, structural, and roofing systems of the existing building, such expansion would be infeasible and cost-prohibitive without significant demolition and reconstruction of the building. Therefore, no further expansion of the community room footprint is proposed.

However, new pedestrian doors and windows have been added to the west wall of the community room to further enhance indoor/outdoor accessibility and connection between the room and the back patio, which will be covered by the new shade structure in the back (south and west) of the building.

Further improvements have also been proposed for the catering kitchen expansion and its associated storage room.

Site Plan Layout

The picnic and barbecue area has been redesigned to include a more functional picnic area that is less linear and the basketball court has been realigned to better take advantage of existing site conditions, drainage and providing for additional perimeter landscaping.

Playground Equipment

Two new design concepts have been developed for the playground.

<u>Concept #3</u> offers a modernized approach to the City's equestrian ranch history by having cutouts of the historic windmill and the distinctive view of Diamond Bar's rolling hills. This design boosts the user's play experience by increasing the play opportunities and focusing on the interactive features. Playground users have two options to access the playground: a ramp from the sidewalk or access from the woodchips into the play

equipment. The playground is intended to have playground wood chips for the entire play experience. The playground features bucket swings, a rotating play feature, and an interactive touch panel. The playground also features ranch-style play structure canopies, and the overall theme's colors resemble a soothing lagoon in the countryside. These interactive touch panels could feature ranch atmospheric sounds, such as a cattle bell. Perimeter play features also include a modern playhouse and wood-themed stepper elements.

<u>Concept #4</u> plays directly into the architectural theme and the City's Arabian horse ranch history. This equestrian beginning marks the start of this City's origin, and the design follows the city's transition into the modernized city it is now. The windmill stands as the City's remaining historic monument and this design plays homage to Diamond Bar's history by incorporating a distinctive windmill play piece at the top of the 5-12 play structure. Playground users have two options to access the playground: a ramp from the sidewalk or access from the woodchips into the play equipment. The playground is intended to have playground wood chips for the entire play experience. The playground also features a climbable tractor, a rocky terrain, a horse stable, ranch-style play structure canopies, a modernized wooden net course, and play panels to enhance the user's experience. These play panels offer a fun opportunity for children of all ages, and the tractor is a unique climbing feature for simulated play. Perimeter play features include horse corral themes and wood-themed stepper elements.

Probable Costs

The (preliminary) probable cost estimate for the construction of this Project is $15M. This estimate is expected to change as the design work progresses and again after the Project goes through the construction bidding process.

Furthermore, prior to construction, funding options need to be developed for consideration by the City Council as the Project moves forward through the final design process.

Agreement Amendment

The design work in the original agreement is focused on Phases 1 and 2 of the renovation work as defined in the original concept plans prepared and approved by the City Council in 2019. That concept did not include an addition to the Community Center building floor plan and a shade structure in front of the building, among other additions. Due to the additional work stemming from enhancing and improving the functionality of the building (e.g., new activity room, new storage and support room, new and upgraded kitchen area, new entry area, and shade structures), the Consultant proposed additional scope of work to what was included in the original agreement. A First Amendment is proposed for the Consultant’s agreement as provided in Attachment 2.

ENVIRONMENTAL REVIEW:

This project has been reviewed for compliance with the California Environmental Quality Act (CEQA). The approval of the amendment to Consultant Services Agreement for design services is not subject to environmental review pursuant to Article 18 (Statutory Exemptions), Section 15262 of the CEQA Guidelines. No further environmental review is required.

LEGAL REVIEW:

The City Attorney has reviewed and approved the amended agreement as to form.

PREPARED BY:

Hal Ghafari

Hal Ghafari, Public Works Manager/Asst. City Engineer 4/16/2024

REVIEWED BY:

Hal Ghafari

Hal Ghafari, Public Works Manager/Asst. City Engineer 4/5/2024

David G. Liu

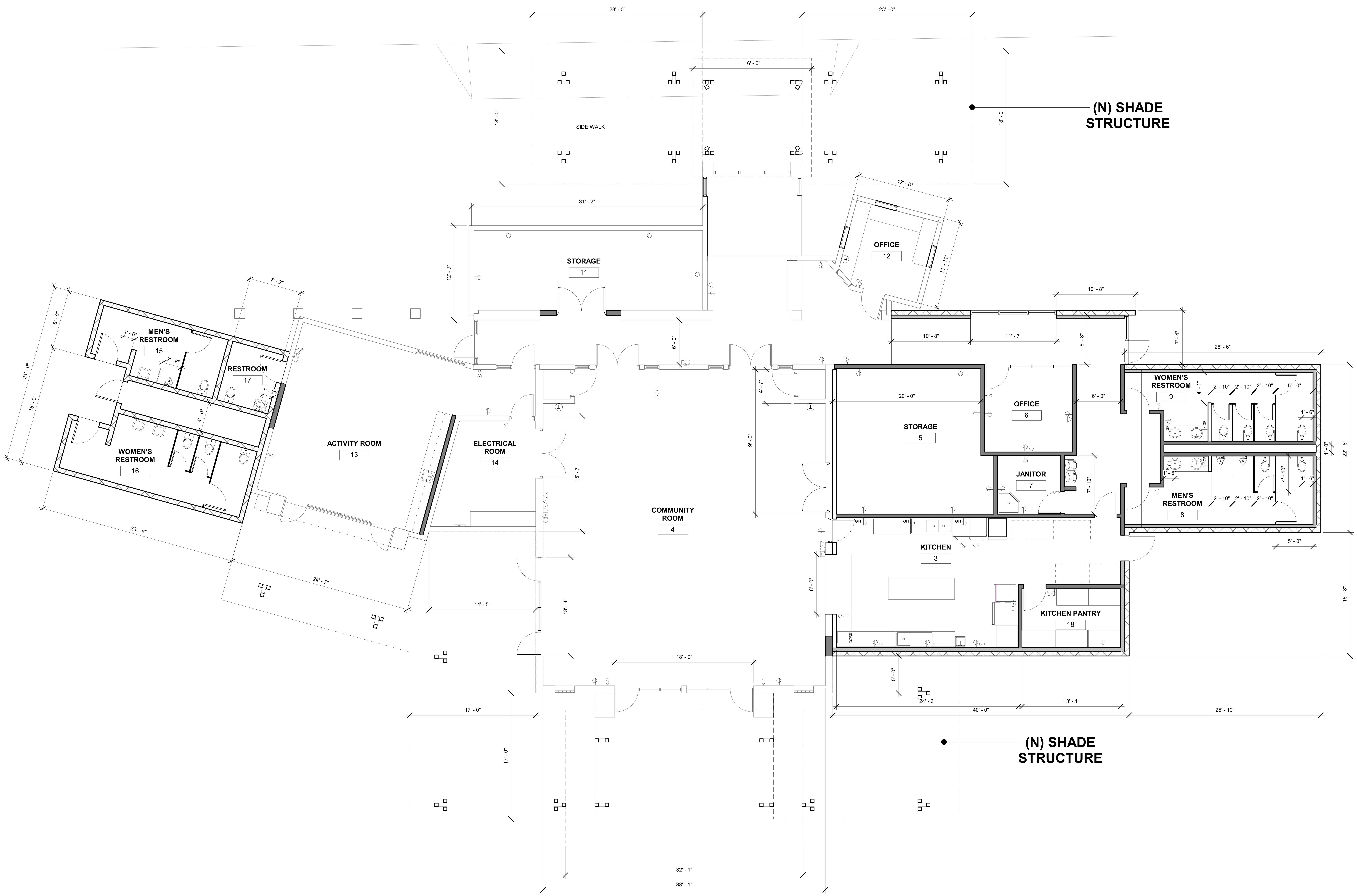
David G. Liu, Public Works Director/City Engineer 4/10/2024

Jason Jacobsen

Jason Jacobsen, Finance Director 4/10/2024

Attachments:

1. 7.1.a Second Review Designs
2. 7.1.b First Amendment to Agreement - unsigned



1 **RENOVATION FLOOR PLAN**
SCALE: 3/16" = 1'-0"

CITY OF DIAMOND BAR CALIFORNIA

Community Center - Proposed Floor Plan

BOA
Architecture
Interiors
Planning
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER

50% SUBMITTAL

2900 BREA CANYON ROAD DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer: Designer
CAD Draft: Author
Architect: Checker
Engineer: Approver
Client: CITY DIAMOND BAR
Date Issue: 2.6.24
Job Number: 3050

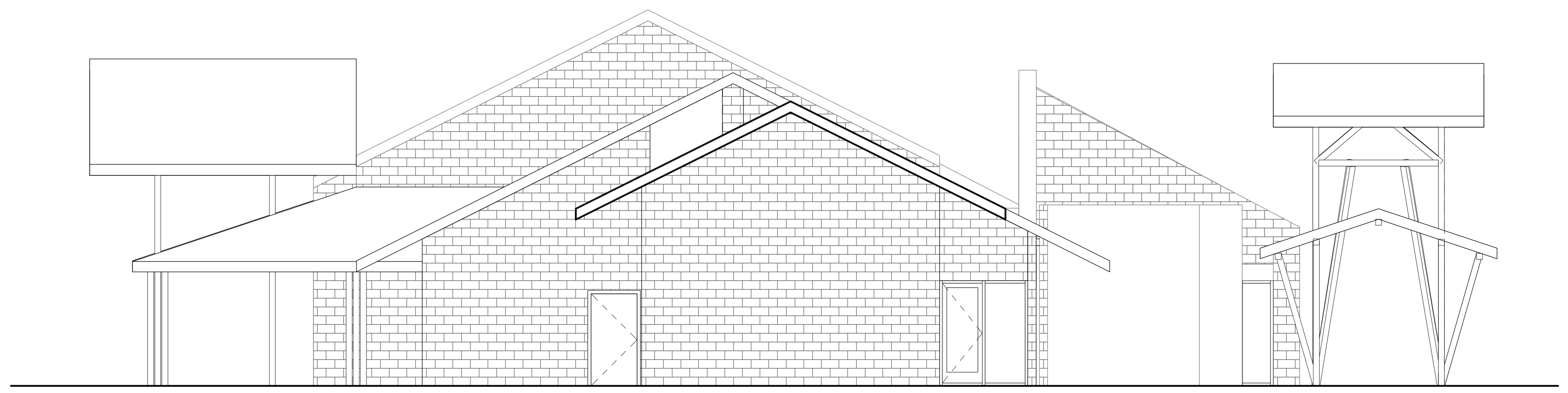
Client:

Consultant:

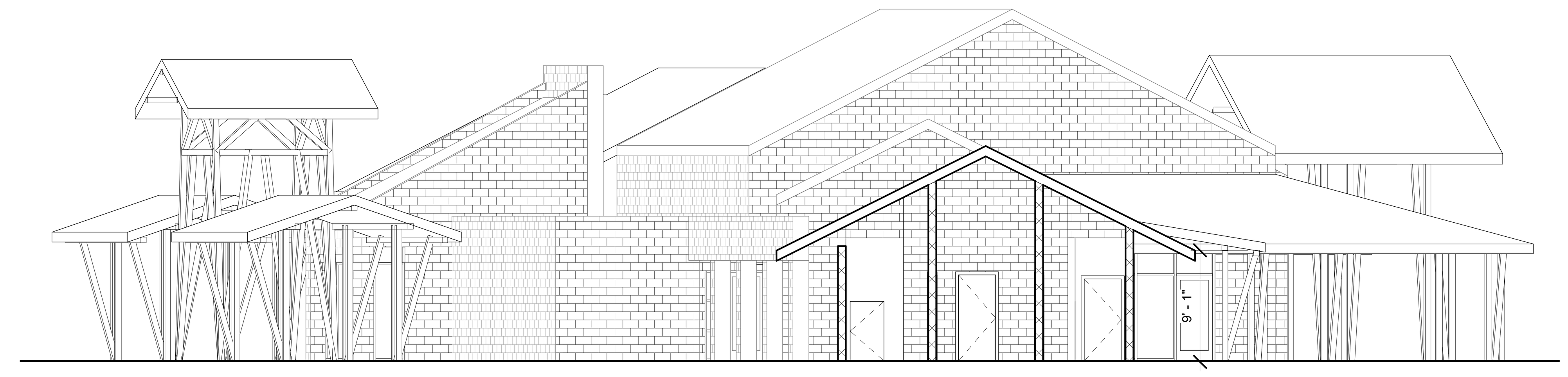
LICENSED ARCHITECT
Edward Lok Ng
C-16840
REN.11/30/23
STATE OF CALIFORNIA

- RENOVATION FLOOR PLAN

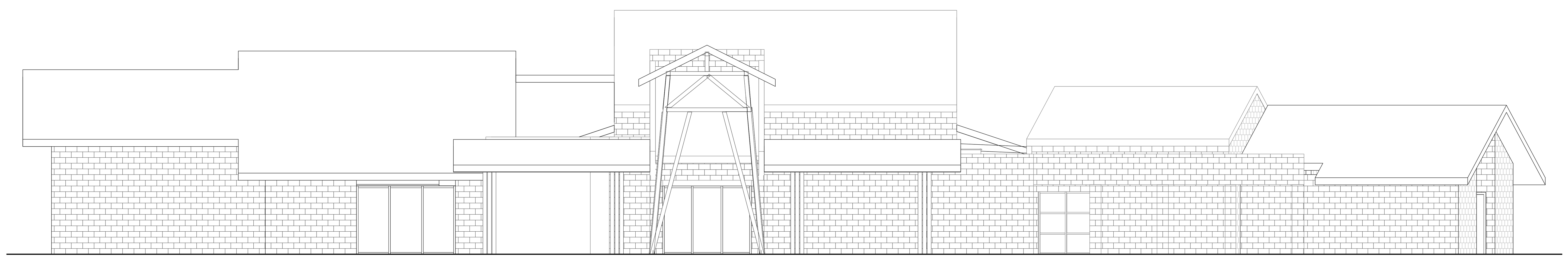
A1.1



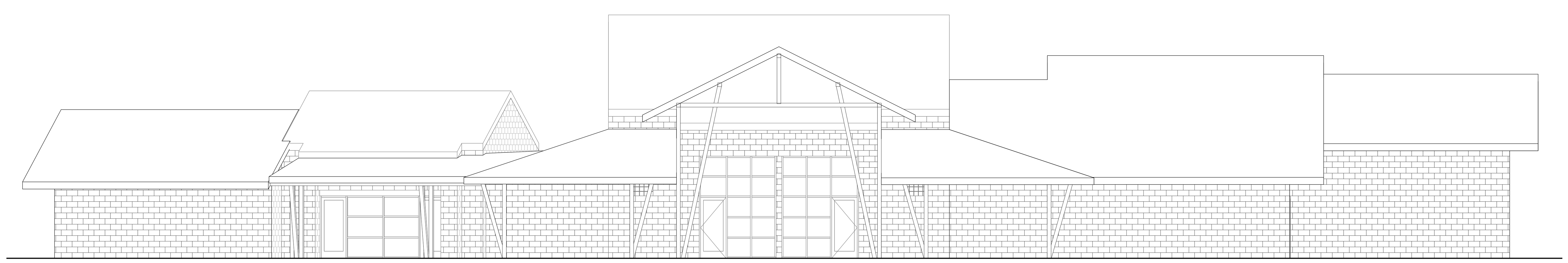
2 **NORTH ELEVATION**
SCALE: 1/8" = 1'-0"



3 **SOUTH ELEVATION**
SCALE: 1/8" = 1'-0"



1 **EAST ELEVATION**
SCALE: 1/8" = 1'-0"



4 **WEST ELEVATION**
SCALE: 1/8" = 1'-0"

CITY OF DIAMOND BAR CALIFORNIA

Community Center - Proposed Elevations

BOA Architecture Interiors Planning
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER
50% SUBMITTAL
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer: Designer
CAD Draft: Author
Architect: Checker
Engineer: Approver
Client: CITY DIAMOND BAR
Date Issue: 2.6.24
Job Number: 3050

Client:

Consultant:

LICENSED ARCHITECT
Edward Lok Ng
C-16840
REN.11/30/23
STATE OF CALIFORNIA

• EXTERIOR ELEVATIONS

A4.0

Community Center - Proposed Elevations Rendering

FRONT

REAR

CITY OF DIAMOND BAR CALIFORNIA

BOA
Architecture
Interiors
Planning
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER
SHADE STRUCTURE OPTION B
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer: Designer
CAD Draft: Author
Architect: Checker
Engineer: Approver
Client: CITY DIAMOND BAR
Date Issue: 2.6.24
Job Number: 3050

Client:

Consultant:

CITY OF DIAMOND BAR CALIFORNIA

Proposed Park Design

David Volz Design
Landscape Architects and Park Planners
APRIL 2nd 2024
DVD@dvolzdesign.com

BOA°
Architecture Interiors Planning
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER
CONCEPT PLAN OPTION 'C'
2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION	DATE	ISSUED

Designer: Designer
CAD Draft: Author
Architect: Checker
Engineer: Approver
Client:
Date Issue:
Job Number:

Client:

Consultant:

OPTION C

PLAYGROUND CONCEPT #3 DESIGN NARRATIVE

The third concept for heritage park offers a modernized approach to the City's equestrian ranch history by having cutouts of the historic windmill and the distinctive view of Diamond Bar's rolling hills. This design boosts the user's play experience by increasing the play opportunities and focusing on the interactive features. Playground users have two options to access the playground: a ramp from the sidewalk or access from the woodchips into the play equipment. The playground is intended to have playground wood chips for the entire play experience.

The playground features bucket swings, a rotating play feature, and an interactive touch panel. The playground also features ranch style play structure canopies, and the overall theme's colors resemble a soothing lagoon by the countryside. These interactive touch panels could feature ranch atmospheric sounds, such as a cattle bell. Perimeter play features also include a modern playhouse and wood themed stepper elements. This concept would offer a fun unique play experience for the residents of Diamond Bar.

David Volz Design
Landscape Architects and Park Planners
APRIL 2nd 2024
DVD@dvolzdesign.com

BOA Architecture Interiors Planning
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER
CONCEPT PLAN OPTION 3
2000 BREA CANYON ROAD
DIAMOND BAR CA 92831

Client:

Consultant:

CITY OF DIAMOND BAR CALIFORNIA

Playground Concept #3

David Volz Design
Landscape Architects and Park Planners
APRIL 2nd 2024
DVD@dvolzdesign.com

Architecture
Interiors
Planning

BOA

1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER

CONCEPT PLAN OPTION 3

2900 BREA CANYON ROAD
DIAMOND BAR CA 92831

Client:

Consultant:

CITY OF DIAMOND BAR CALIFORNIA

PLAYGROUND CONCEPT #4 DESIGN NARRATIVE

The fourth concept for heritage park plays directly into the architectural theme and the City's Arabian horse ranch history. This equestrian beginning marks the start of this City's origin and our design follows the city's transition into the modernized city it is now. The windmill stands as the City's remaining historic monument and this design plays homage to Diamond Bar's history by incorporating a distinctive windmill play piece at the top of the 5-12 play structure. Playground users have two options to access the playground: a ramp from the sidewalk or access from the woodchips into the play equipment. The playground is intended to have playground wood chips for the entire play experience.

The playground also features a climbable tractor, a rocky terrain, and a horse stable. The playground also features ranch style play structure canopies, a modernized wooden net course, and play panel to enhance the user's experience. These play panels offers a fun opportunity for children of all ages, and the tractor is an unique climbing feature for simulated play. Perimeter play features include horse corral themes and wood themed stepper elements. This concept would offer a fun unique play experience for the residents of Diamond Bar.

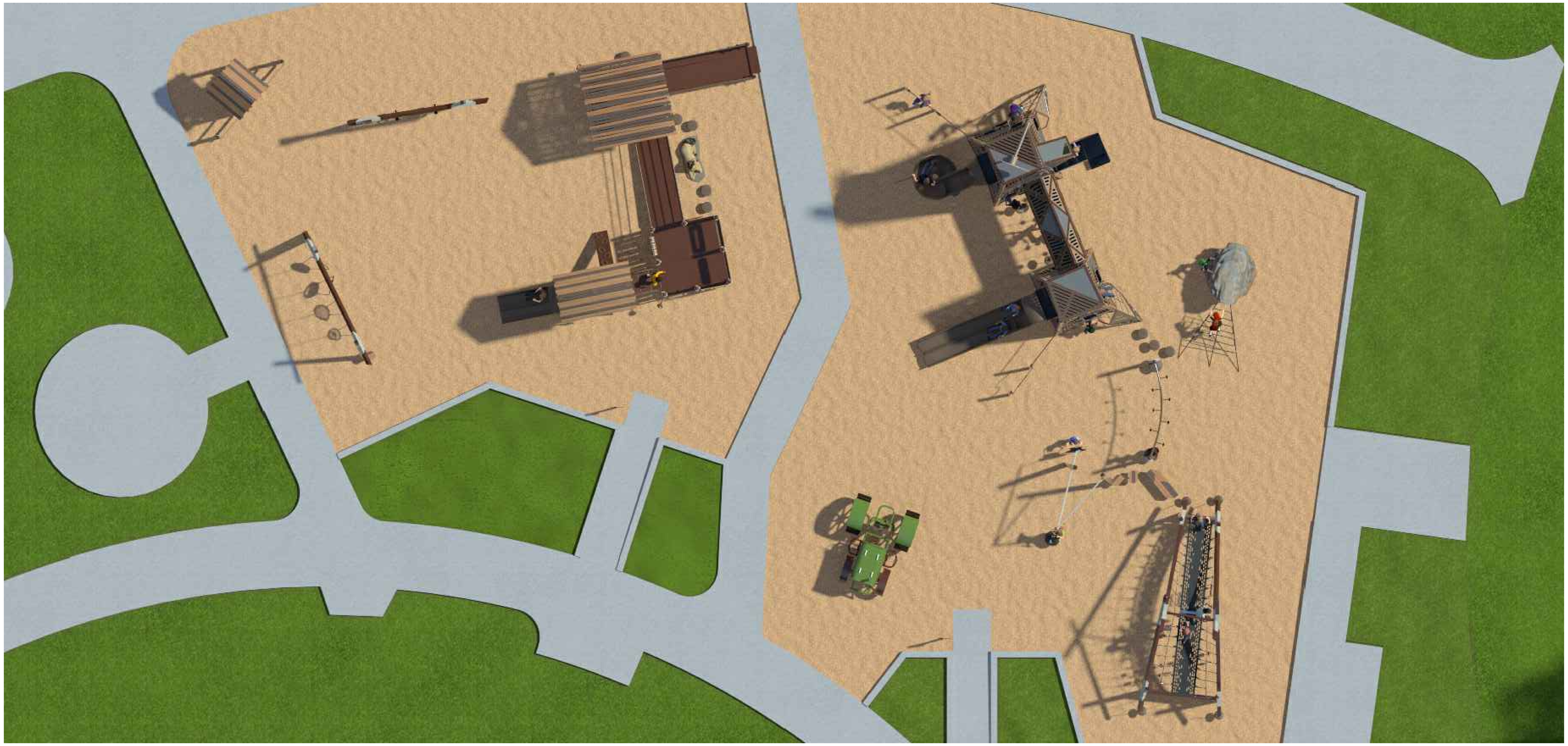
David Volz Design
Landscape Architects and Park Planners
APRIL 2nd 2024
DVD@dvolzdesign.com

Architecture
Interiors
Planning
BOA
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER
CONCEPT PLAN OPTION 4
2000 BREA CANYON ROAD
DIAMOND BAR CA 92831

Client:
Consultant:

CITY OF DIAMOND BAR CALIFORNIA



Playground Concept #4

David Volz Design
Landscape Architects and Park Planners
APRIL 2nd 2024
DVD@dvolzdesign.com

BOA
Architecture
Interiors
Planning
1511 Cota Ave. Long Beach, CA 90813 Tel. 562-912-7900

HERITAGE PARK COMMUNITY CENTER

CONCEPT PLAN OPTION 4

2000 BREA CANYON ROAD
DIAMOND BAR CA 92831

NO.	REVISION

Designer:	Designer
CAD Draft:	Author
Architect:	Checker
Engineer:	Approver
Client:	
Date Issue:	
Job Number:	

Client:

Consultant:

CITY OF DIAMOND BAR CALIFORNIA

FIRST AMENDMENT
TO
CONSULTANT SERVICES AGREEMENT

This First Amendment to Consultant Services Agreement ("First Amendment") is made and entered into as of **April 16, 2024**, by and between the City of Diamond Bar, a municipal corporation ("City"), and **Black O'Dowd and Associates, Inc.**, a California corporation, (herein referred to as the "Consultant") with reference to the following:

A. The City and the Consultant entered into that certain Consultant Services Agreement dated as of **October 3, 2023**, which is incorporated herein by this reference (the "Original Agreement"); and

B. The City and the Consultant desire to amend the Original Agreement to modify, amend and supplement certain portions thereof.

NOW, THEREFORE, the parties hereby agree as follows:

1. Defined Terms. Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the Original Agreement.

2. Revised Scope of Services. The Scope of Services, Exhibit "A" to the Original Agreement, is hereby amended, modified and supplemented to include the services described on Exhibit "A" attached hereto and incorporated herein by this reference.

3. Term. The Term of the Original Agreement as set forth in Section 2 therein is from **October 3, 2023** until all work defined within the Scope of Services is completed unless earlier terminated. This First Amendment does not extend the overall Term.

4. Compensation. The total not-to-exceed compensation set forth in **Section 3** of the Original Agreement was the sum of **Three Hundred Sixty-Two Thousand, Three Hundred Dollars and Zero Cents** (**$362,300.00**). **Section 3** of the Original Agreement is hereby amended to provide for an increase of **One Hundred Seventeen Thousand, Seven Hundred Dollars and Zero Cents** (**$117,700.00**) so that the total not-to-exceed compensation, as amended by this First Amendment shall not exceed **Four Hundred Eighty Thousand Dollars and Zero Cents** (**$480,000.00**) without the prior authorization of the City.

5. Integration. This First Amendment and all attachments hereto (if any) integrate all of the terms and conditions mentioned herein, and supersede all negotiations with respect hereto. This First Amendment amends, as set forth herein, the Original

Agreement and except as specifically amended hereby, the Original Agreement shall remain in full force and effect. To the extent that there is any conflict or inconsistency between the terms and provisions of this First Amendment and the terms and provisions of the Original Agreement, the terms and provisions of this First Amendment shall control.

IN WITNESS hereof, the parties enter into this First Amendment on the year and day first above written.

"CONSULTANT"	"CITY"
Black O'Dowd and Associates, Inc.	CITY OF DIAMOND BAR
***By:** ______________________________	By: ______________________________
Printed Name: ____________________	Dan Fox, City Manager
*By: ______________________________	ATTEST:
Printed Name: ____________________	
Title: ______________________________	
	______________________________
	Kristina Santana, City Clerk
	APPROVED AS TO FORM:
	______________________________
	Omar Sandoval, City Attorney

<u>NOTE</u>*: *If Consultant is a corporation, the City requires the following signature(s):

-- *(1) the Chairman of the Board, the President or a Vice-President, <u>AND</u> (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. <u>OR</u>*

-- *The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to the City.*

EXHIBIT "A"

ADDITIONAL SCOPE OF SERVICES

[Behind this page.]

BOA Architecture Government Services
1511 Cota Avenue
Long Beach, CA 90813
Telephone: 562-912-7900
Telephone: 310-832-2681
www.boaarchitecture.com

Nicholas Delgado and Hal Ghafari
City of Diamond Bar, Public Works

March 28, 2024

**Re: Extra Fee for Additional Architectural-Engineering Services for Bigger Building & Structure
Diamond Bar Heritage Park Renovation**

Now that the Schematic Design has been submitted and mostly accepted by the City Council, we wish to reconcile our Scope of Work with our Fee. We are requesting an Extra Fee for the additional Scope of Work that shown on Option B for the Community Center building. The additional scope is that the building grew bigger by an additional 1200sf, and a front entry shade structure was added. As you may recall, the original scope was that the building addition on the East side would only include a renovated kitchen, storage and new interior restrooms. Now, the building addition will include a brand new and bigger kitchen with greater functionality, kitchen storage, and restrooms, along with new park offices, janitor room, and community room storage.

The original scope included only a simple shade structure in the back of the Community Center (facing the park). We now include a large shade structure in front of the building with a tall iconic entry tower, symbolic of the City's historic windmill. The new shade structure in the back of the building is designed to appear compatible and complimentary, with similar heavy timber framing as the front. The shade structure in the front will be ideal to serve the many kids who wait at the front of the Community Center to be picked up by their parents. And in the back, the new expansive shade structure will expand the use of the large community room from the indoor to the shaded outdoor. Additionally, it will provide shaded picnicking and encourage other large outdoor gatherings.

We want to also include 3 additional fees. One for added survey work needed by our Surveyor/Civil Engineer, DMS, Surrender Dewan. This fee is $2500 for DMS + 15% markup = $2900. The City provided land survey was not completely adequate and DMS had to do additional surveyor work to allow the landscape architect to design their site plan overlay. Secondly, the City provided past soils reports for the Heritage Park site, but were not adequate for structural engineering, and percolation needs. We will need to procure additional test boring under the building expansion and additional test pits under the future bio-swale locations. See attached geotechnical fee proposal from ASE. We had previously indicated in the original fee proposal that this additional geotechnical fee would be $10,000. Thirdly, because the original Community Center drawings could not be found, we will need to do destructive testing (scanning, coring, digging) to verify the composition of the existing CMU walls and foundations. This will enable our structural engineer to justify new roof loading onto the existing CMU walls and foundations. The fee is $15,385 for DeepScan + 15% markup = $17,700. See attached destructive testing fee proposal from DeepScan.

This extra fee is based on amount of time we estimate that it will take to refine and to complete the added scope, and secondly, a percentage of the construction cost. For the time we estimate will take to complete the added scope, we have attached a spreadsheet showing the amount of time and cost to complete each task. See attached spreadsheet.

We are requesting an **Extra Fee of $117,700** for the additional scope stated above. If approved, the overall project design fee will now be **$362,300 Original Fee + $117,700 Extra Fee = $480,000 total overall fee**. However, we wish to reconcile the Scope of Work with our Fee before we get too far into the Construction Document phase of design. If you have any questions, please do not hesitate to contact me personally at (310) 480-7730 cell.

BOA Architecture

Edward Lok Ng, Architect, LEED AP, President

Extra Design Fee

City of Diamond Bar Heritage Park Renovation

date: March 28, 2024 | Construction Cost Est: $9 million
for: City of Diamond Bar, Nicholas Delgado, Hal Ghafari | prepared by: BOA Architecture, Edward Lok Ng

	HOURS	UNIT	HR RATE	COST	TOTAL
BOA'S PRE-DESIGN					
					0
BOA'S SCHEMATIC DESIGN					
					0
SUB-CONSULTANTS and EXPENSES					
aerial and topo. survey				2,900	
civil engineering				0	
landscape architect; include 2 community outreach meeting at no charge.				0	
structural engineering				18,000	
electrical engineering; for building, and site				16,000	
mechanical engineering				10,000	
plumbing engineering				4,500	
acoustical engineering				0	
AV (audio-visual) technology				0	
supplemental geotechnical & percolation testing/report				10,000	
destructive testing; scan,coring, digging, to verify CMU walls, foundations				17,700	
photocopies, large size prints, travel, delivery				200	
					79,300
BOA'S CONSTRUCTION DOCUMENTS					
refinement of floor plan, exterior elevations, interior design	60	hrs	150	9,000	
project management, coordinate w Client, consultants	30	hrs	150	4,500	
CADD-3D	100	hrs	100	10,000	
building-safety submittal, corrections	20	hrs	100	2,000	
cost estimate	4	hrs	150	600	
specs	8	hrs	150	1,200	
quality control	30	hrs	150	4,500	
meetings	10	hrs	150	1,500	
					33,300
BOA'S CONSTRUCTION SUPPORT					
project management, coordinate w Client, consultants	0	hrs	150	0	
RFI, submittals	30	hrs	150	4,500	
meetings	0	hrs	150	0	
CADD-3D	6	hrs	100	600	
					5,100
				TOTAL EXTRA FEE:	**$117,700**

SOILS ENGINEERING, INC.
Consulting Geotechnical Engineers

March 4, 2024
Proposal No. P24-037

BOA Architecture
1511 Cota Avenue
Long Beach, California 90813

BY E-MAIL ONLY

Attention: Edward Lok Ng

Subject: **Proposal of Geotechnical Consulting and Engineering Services and Percolation Testing**
Proposed Heritage Park Improvements
2900 South Brea Canyon Road
City of Diamond Bar, California

References:
1. Report entitled, "Preliminary Geotechnical Interpretive Report, Proposed Heritage Park Improvements, 2900 South Brea Canyon Road, City of Diamond Bar, Los Angeles County, California," Project No. 18725-10, dated August 3, 2019, prepared by CW Soils.
2. Report entitled, "Infiltration System Design Interpretive Report, Proposed Heritage Park Improvements, 2900 South Brea Canyon Road, City of Diamond Bar, Los Angeles County, California," Project No. 18725-10, dated August 6, 2019, prepared by CW Soils.
3. Report entitled, "Preliminary Geotechnical Investigation for the Proposed New Community Center, Heritage Park, City of Diamond Bar, Los Angeles County, California," Project No. 291164-11, dated June 19, 1992, prepared by Leighton and Associates, Inc.
4. Plan entitled, "Heritage Park Community Center, Concept Plan Option 'A', 2900 Brea Canyon Road, Diamond Bar, CA 92831", dated February 6, 2024, prepared by BOA Architecture, Inc and David Volz Design.

Ladies and Gentlemen,

In accordance with your request by on March 4, 2024, Associated Soils Engineering, Inc. (ASE) is privileged to submit this fee proposal for the performance of geotechnical consulting and engineering services for the proposed community center addition, landscaping, infiltration system and site improvements (the Improvements) to be located at Heritage Park, e.g. 2900 South Brea Canyon Road, in the City of Diamond Bar, California. This proposal has been prepared based on: 1) ASE's review of the provided project information, in particular References 1 through 4 listed above, 2) ASE's past experience with similar projects in the vicinity of the Site, 3) ASE's review of area geologic literature relevant to the Site.

SCOPE OF GEOTECHNICAL CONSULTING & ENGINEERING

Based on ASE's understanding of the proposed works and review of the references, the following is ASE's proposed scope of services and estimated budgets:

a. Performance of site reconnaissance to identify site features that might impact the proposed geotechnical investigation, and to mark four (4) suitable locations for the ensuing exploratory drilling, followed by 72-hour notification to the Underground Service Alert (USA).

b. Review of publicly available geotechnical, geological and seismological data and literature relevant to the Site, in particular References 1 and 2. The preliminary review of CGS's seismic hazard map pertinent to the Site indicates that the Site is located within liquefaction hazard zone.

c. Excavation, sampling and logging of two (2) exploratory hand auger boring extending to maximum depths of up to 15 feet below the existing ground surface to determine general subsurface conditions and to delineate any other soil and geologic parameters that may affect the proposed development. Existing slabs or pavements will be patched with cold patch asphalt or rapid set concrete where applicable.

d. Excavation of two (2) shallow test boring to five (5) feet deep for percolation testing. If the Project Civil Consultant prefers specific areas on-site for future stormwater LID system installation, ASE will locate the percolation test holes in those specific areas once such information is available to ASE prior to our field investigation. ASE proposes to advance the percolation test holes with hand auger on the same day when performing geotechnical field investigation aforementioned under Item c above, followed by performing field percolation tests in the test holes utilizing water from a ASE-transported water tank, in accordance with the Los Angeles County procedures modified to test the cross sectional zone of typical soils within the level of anticipated storm water infiltration (e.g. approximately 1 foot to 5 feet below existing grade). The results of field percolation testing will be based upon for the calculation of the allowable design infiltration rates.

e. Performance of geotechnical laboratory testing for the determination of soil's classification, gradation, in-situ density/moisture, maximum dry density/optimum moisture content of soil materials encountered during site investigation to provide basis for subsequent engineering analyses.

f. Performance of geotechnical evaluations and analyses based on field findings and laboratory test data, followed by assembly of recommendations for pertinent design parameters and construction criteria for remedial grading, foundations, slabs, ancillary improvements, pavements, and utilities, in compliance with pertinent 2022 CBC and Couty of Riverside requirements.

g. Preparation of a Report of Geotechnical Investigation (the Soils Report) presenting our findings, conclusions and recommendations, which includes, but not limited to, site subsurface soils conditions and stratification, groundwater depth, geologic and seismic hazard assessment and mitigation, data and results obtained from field investigation and laboratory testing, remedial grading criteria, design and construction parameters of temporary excavation and shoring, building foundation, slab-on-grade, pavements, and utility trenches. The Soils Report will also address the geotechnical parameters related to site infiltration feasibility including log of the percolation boring and calculation of the allowable design infiltration rate.

Estimated Budget

The estimated budget for the proposed geotechnical services is tabulated below:

Item	Rate	Hr / Ea.	Sum	Sub-total's
a. **Site Marking, Notification to Dig Alert & Literature Review**				
Staff Engineer/Geologist	$180.00	3	$540.00	
Project Engineer/Geologist – Review of References 1 through 4	$200.00	4	$800.00	*$1,340.00*
b. **Field Exploration**				
Hand Auger Team, drilling and sampling. Includes equipment, materials [b]	$300.00	8 [b]	$2,400.00	
Travel, mobilization (Regular Rate, hand auger crew)	$190.00	2	$380.00	*$2,780.00*
c. Percolation Testing				
Field Technician, Percolation Testing	$145.00	8 [b]	$1,160.00	
Percolation Testing Supplies	$300.00	LS	$300.00	
Travel, mobilization (Regular Rate, Field Technician)	$95.00	2	$190.00	*$1,650.00*
d. **Laboratory Testing**	$95.00	10	$950.00	*$950.00*
e. **Analysis and Report Preparation**				
Project Engineer/Geologist	$200.00	4	$800.00	
Staff Engineer/Geologist	$180.00	12	$2,160.00	
Drafting & Office Services	$95.00	3	$285.00	*$3,245.00*
	Total			***$9,965.00***

a. Inclusive of travel time.
b. Prevailing wage rate.

Please note that ASE's geotechnical services will not include any evaluation or assessment of hazardous or toxic materials which may or may not exist on or beneath the Site. ASE does not consult in the field of potential site contamination/mitigation.

If one or more of the following conditions becomes applicable: a) the scope of services is incorrect; b) additional reports are requested for individual buildings/improvements; or c) design changes are made either in your office, by governmental agencies, or by the other design consultants that require additional work and effort, the estimated budget could increase. However, ASE will not perform any additional services without communication with the Client and is subject strictly to the Client's written authorization.

ASE is prepared to begin the geotechnical services immediately upon receipt of your signed authorization and professional retainer, if applicable.

Time Frame

ASE is prepared to begin the geotechnical investigation immediately upon receipt of your signed authorization and professional retainer, if applicable. We anticipate that field exploration would be completed within two (2) weeks following the clearance of the 72-hour notification to the Underground Service Alert, assuming no significant delay due to weather, site accessibility, permit clearance or changes in scope. Laboratory testing, analysis, and report preparation would require four to six (4 ~ 6) weeks following the completion of site exploration. However, verbal or written input of preliminary geotechnical information of the site could be available twelve (12) working days after completion of site exploration.

CLOSURE

The fees for the proposed geotechnical services would be invoiced monthly on a time and material basis as per the attached January 2024 Fee Schedule. Please be reminded that, unless otherwise agreed by both parties, the above fee estimates will be honored by ASE for a period of six (6) months from the proposal date. Should the authorization not be received by ASE within the 6-month period, ASE reserves the right of reviewing/revising the above fee estimate when necessary.

Attached is a Standard Short Form Agreement ("Agreement") covering our proposed services. If the services are awarded to ASE and the Agreement is acceptable to you, please have one (1) copy of the Agreement executed and return them to us along with the requested professional retainer, if applicable. Your assent to our performing services prior to execution of a mutually acceptable contract constitutes your agreement that the terms of the attached Agreement shall control until such a definitive contract is executed by both parties.

We appreciate the opportunity to submit this proposal. If there are any questions or you need clarification, please contact us at (562) 426-7990.

Respectfully submitted,
Associated Soils Engineering, Inc.

Torin Ng, EIT
Project Engineer

Attachment: January 2024 Fee Schedule
Distribution: (1) PDF copy to addressee via e-mail: lok.ng@boaarchitecture.com

DEEPSCAN, INC.

4071 E. La Palma Avenue, Suite D
Anaheim, CA 92807
(714) 632-7395   Fax (714) 632-7451

March 24, 2024 - Revised

Lok Ng **Via email: *lok.ng@boaarchitecture.com***
BOA Architecture
1511 Cota Avenue
Long Beach CA 90813

Project: Heritage Park Community Center
2900 Brea Canyon Road
Diamond Bar, CA 92831

DeepScan, Inc. is pleased to submit this proposal to provide ground penetrating radar scanning and coring for the above referenced project during regular working hours. These are regular rates and are not prevailing wage rates.

Investigation Objectives:

CMU wall footing

- Determine footing size
    - Width and depth
    - Assumed length (wall length)
- Determine typical reinforcing bar spacing
- Reinforcing bar size(s)
- Two (2) PSI test cores of concrete footing

CMU walls

- Determine vertical and horizontal reinforcing bar pattern
- Determine vertical and horizontal reinforcing bar size(s)
- Determine if cells are grouted
- Eight (8) 6” cores for
    - Eight (8) PSI test cores of CMU face
    - Eight (8) PSI test cores of CMU grout

Scope of Work:

- Ground penetrating radar scanning as follows:
    - Eight (8) 8’ x 8’ interior CMU wall areas to determine reinforcing bar pattern and if cells are grouted
    - Eight (8) 2’ x 2’ interior CMU wall areas to locate best areas for 6” diameter PSI test cores
    - One (1) 3’ wide x footing width to determine reinforcing bar pattern and best are for two (2) 2” x 6” PSI test cores

- Ground penetrating radar scanning stipulations:
  - Area must be clear of any obstructions and flat
  - Radar machine cannot see within 3” of any obstruction including walls, equipment, track etc.
  - Radar machine can see a maximum depth of 10” – 12” from face of scan surface
    - Cannot see through waterproofing, roofing material, drywall, voids between slabs or walls, etc.
    - Antenna needs direct access to the concrete scanning surface
    - If wall thickness exceeds 12” DeepScan may need access to the backside of the wall to scan, client will need to spot and mark core locations on backside of wall and provide scanning access
- Ground penetrating utility scanning prior to excavation within planter area
- Utility machine below grade scanning stipulations:
  - Area must be clear of any obstructions and flat
  - Utility machine cannot see within 3’ of any obstruction including walls, equipment, curbs, etc.
  - GPR cannot detect clay or plastic pipes
  - Utility machine can see a maximum depth of 10’ in ideal conditions, however this will be determined once DeepScan, Inc. begins scanning
  - To determine utility type DeepScan, Inc. will need direct access to connect to utility pipe for tracing
    - Without direct connection from origin of utility DeepScan, Inc. cannot determine utility type through GPR alone
    - DeepScan, Inc. is not accountable for any utilities without a direct point of connection for tracing purposes
- Located targets will be marked directly on the scanned surface for contractor’s immediate use
  - Must hand dig 2’ within any direction of marked utility as depths are approximate
  - If spray paint is not permitted DeepScan must be notified prior to scheduling

- Excavation of one (1) 3’ x 3’ x depth of footing area to take footing measurements and complete coring
  - Includes excavation (hand-dug), temporary protection at excavated area for two (2) days, backfill and compaction
- Coring the following:
  - Eight (8) 6” CMU test cores through front block face and grout
  - Eight (8) 4” cores, chipped and expose two (2) reinforcing bars to determine size on CMU wall
    - *Reinforcing bars will not be damaged during this process*
  - Two (2) 2” x 4” test cores into concrete footing
  - One (1) 4” core, chipped and expose for rebar size in footing
- Patch-back of nineteen (19) core locations with non-shrink grout, will ***not*** match finishes
- Coring stipulations:
  - Working area to be clear of debris
  - Power for core drilling needs to be provided onsite in form of either a spider box or two (2) separate household power sources

  - Coring stand-by time will be billed hourly for operator and laborer
  - Any delays caused by access issues to proposed core locations will affect the above budget and be billed accordingly
    - These costs will be incurred at client's expense
  - DeepScan, Inc. is not responsible for any reinforcement, conduits, pipes, etc. that are cut during coring process in areas that are not scanned
- Laboratory testing of eighteen (18) cores to determine PSI
- Summary report of findings
- Work to be performed Monday through Friday during regular working hours beginning at 6 am

Estimated Schedule;

Day One

- Utility scanning for footing excavation and radar scanning of CMU walls
- Excavation of footing
- Temporary protection at exposed footing

Day 2

- Radar scanning of existing footing
- Core drilling of footing and CMU walls
- Temporary protection at exposed footing

Day 3

- Core drilling of CMU walls
- Patch-back of footing and CMU wall core locations
- Backfill and compaction of excavated footing

Cost Breakdown:

Ground penetrating radar		
Utility scanning, four (4) hour minimum	=	$660.00
Radar scanning, eight (8) hours	=	$1,120.00
- Two (2) roundtrips, travel & mileage	=	$510.00
Excavation, Backfill and Patch Back		
- Labor, material, two (2) roundtrips, travel and mileage	=	$6,775.00
Coring		
Core drill operator, sixteen (16) hours	=	$2,720.00
- Two (2) roundtrips, travel & mileage	=	$510.00
PSI Test Cores		
-Eight (8) CMU face PSI test cores	=	$1,600.00
-Eight (8) CMU grout PSI test cores	=	$600.00
- Two (2) concrete PSI test cores	=	$130.00
- Laboratory pick-up fee	=	$10.00
Supervision	=	$500.00
Final Report	=	$250.00
Budget Cost:	**=**	**$15,385.00**

Stipulations and Exclusions:

- Working to be performed during regular business hours at eight (8) hours shifts Monday through Friday
- Any access issues which extended the estimated working durations are not included in this pricing and will be incurred at the owner's expense
- Off-hours pricing, night work or weekend work, are not included in pricing
- ***Patch-back of core locations will not match existing finishes***
- ***DeepScan, Inc. and its subcontractor assumes no liability for damage to the structure or its contents as a result of the test program***

This proposal is based on a regular work week Monday through Friday at eight (8) hours per day. Please note scanning hours are highly dependent upon contractor layout being complete prior to arrival. Any additional scope of work is not included in this budget. Pricing per scope of work email and telephone conversation with Lok Ng of BOA Architecture on 3/8/24, 3/10/24, 3/12/24 and 3/18/24. Revised per telephone conversation with Lok Ng of BOA Architecture on 3/22/24.

Test results provided by DeepScan, Inc. are given in good faith and are usually accurate. However, in the unlikely event that such information proves to be inaccurate, the extent of liability assumed by DeepScan, Inc., if any, is limited to the amount billed for labor and materials on the day that the information provided was alleged to have been inaccurate.

If you have any questions, please do not hesitate to call.

Thank you,

Erica Pena

Erica Pena
Vice President

Contractor Approval of Proposal:

Signature:

Printed Name: EDWARD LOK NG, ARCHITECT

Date: 3-28-24