

City Council Agenda

Tuesday, April 2, 2024 6:30 PM

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

How to Observe the Meeting From Home:

The public can observe the meeting by calling +1 (562) 247-8422, Access Code: 487-895-717 OR visit:
<https://attendee.gotowebinar.com/register/1362842901791362652>.

How to Submit Public Comment:

The public may provide public comment by attending the meeting in person, by sending an email, or by logging into the teleconference. Please send email public comments to the City Clerk at cityclerk@DiamondBarCA.gov by 4:00 p.m. on the day of the meeting and indicate in the Subject Line "FOR PUBLIC COMMENT." Written comments will be distributed to the Council Members, noted for the record at the meeting and posted on the City's official agenda webpage as soon as reasonably practicable (found here: <http://diamondbarca.igmm2.com/Citizens/Default.aspx>).

The public may log into the meeting through this link:

<https://attendee.gotowebinar.com/register/1362842901791362652>. Members of the public will be called upon one at a time during the Public Comment portion of the agenda. Speakers are limited to five minutes per agenda item, unless the Mayor determines otherwise.

American Disability Act Accommodations:

Pursuant to the Executive Order, and in compliance with the Americans with Disabilities Act, if you need special assistance to participate in the Council Meeting, please contact the City Clerk's Office (909) 839-7010 within 72 hours of the meeting. City Council video recordings with transcription will be available upon request the day following the Council Meeting.



ANDREW CHOU
Council Member

RUTH M. LOW
Council Member

STEVE TYE
Council Member

STAN LIU
Mayor

CHIA TENG
Mayor Pro Tem

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.

INFORMATION RELATING TO AGENDAS AND ACTIONS OF THE COUNCIL

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.

HELPFUL PHONE NUMBERS

Copies of agendas, rules of the Council, Video of meetings: (909) 839-7010

Computer access to agendas: www.diamondbarca.gov/agendas

General information: (909) 839-7000

THIS MEETING IS BEING VIDEO RECORDED AND BY PARTICIPATING VIA TELECONFERENCE, YOU ARE GIVING YOUR PERMISSION TO BE TELEVISED. THIS MEETING WILL BE RE-BROADCAST EVERY SATURDAY AND SUNDAY AT 9:00 A.M. AND ALTERNATE TUESDAYS AT 8:00 P.M. AND IS ALSO AVAILABLE FOR LIVE VIEWING AT [HTTPS://ATTENDEE.GOTOWEBINAR.COM/REGISTER/1362842901791362652](https://attendeegotowebinar.com/register/1362842901791362652) AND ARCHIVED VIEWING ON THE CITY'S WEB SITE AT WWW.DIAMONDBARCA.GOV.

CITY OF DIAMOND BAR CITY COUNCIL AGENDA

April 02, 2024

CALL TO ORDER: 6:30 p.m.

PLEDGE OF ALLEGIANCE: Mayor

INVOCATION: Deacon Alfred Guerrero, St. Denis
Catholic Church

ROLL CALL: Chou, Low, Tye, Mayor Pro Tem
Teng, Mayor Liu

APPROVAL OF AGENDA: Mayor

- 1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS: NONE**
- 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.

Written materials distributed to the City Council within 72 hours of the City Council meeting are available for public inspection immediately upon distribution in the City Clerk's Office at 21810 Copley Dr., Diamond Bar, California, during normal business hours.

4. SCHEDULE OF FUTURE EVENTS:

- 4.1 35th City Birthday Party – April 6, 2024, 10:00 a.m. – 4:00 p.m., Summitridge Park, 1425 Summitridge Dr.
- 4.2 Planning Commission Meeting – April 9, 2024, 6:30-8:00 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr.
- 4.3 City Council Meeting – April 16, 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 MARCH 19, 2024 STUDY SESSION AND REGULAR MEETING.

5.1.a March 19, 2024 City Council Regular Meeting Minutes

5.1.b March 19, 2024 City Council Study Session Minutes

Recommended Action:

Approve the March 19, 2024 Study Session and Regular City Council meeting minutes.

Requested by: City Clerk

5.2 RATIFICATION OF CHECK REGISTER DATED MARCH 13, 2024 THROUGH MARCH 26, 2024 TOTALING \$473,813.81.

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

5.3 CITY COUNCIL RECOGNITION POLICY 2019-02 REVISIONS

Recommended Action:

Approve revisions to City Council Recognition Policy 2019-02.

Requested by: City Manager

- 5.4 AWARD OF 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 BLVD TO EAST CITY LIMITS, AND STREETS WITHIN THE GATEWAY CORPORATE CENTER) PROJECT NO. SI24101 & SI24103; THE GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS (PROJECT NO. PW23402); AND THE COLD SPRING LANE GROUNDWATER DRAINAGE IMPROVEMENTS (PROJECT NO. SI24101).

Recommended Action:

- A. Determine 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. Appropriate 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. Approve the proposed adjustments to the CIP budget and establish a Project Payment Account containing sufficient funds from the current fiscal year budget; and
- D. Approve, and authorize 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.

Requested by: Public Works Department

- 5.5 LANDSCAPE ASSESSMENT DISTRICT NOS. 38, 39-2022, AND 41-2021 FOR FISCAL YEAR 2024/25

Recommended Action:

- A. Adopt Resolution No. 2024-09 ordering the City Engineer to prepare and to file an Engineer's Report related to maintenance of improvements in Landscaping Assessment District No. 38 and any assessment thereon for Fiscal Year 2024/25;
- B. Adopt Resolution No. 2024-10 ordering the City Engineer to prepare and to file an Engineer's Report related to maintenance of improvements in Landscaping Assessment District No. 39-2022 and any assessment thereon for Fiscal Year 2024/25;

C. Adopt 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. Approve, and authorize 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.

Requested by: Public Works Department

6. PUBLIC HEARINGS: NONE.

7. COUNCIL CONSIDERATION:

7.1 PRESENTATION OF 2023 PUBLIC SAFETY ANNUAL REPORT.

Recommended Action:

Receive presentation.

Requested by: City Manager

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

9. ADJOURNMENT:

Agenda #: 5.1
Meeting Date: April 2, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager 
TITLE: **CITY COUNCIL MINUTES OF THE MARCH 19, 2024 STUDY SESSION AND REGULAR MEETING.**
STRATEGIC GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Approve the March 19, 2024 Study Session and Regular City Council meeting minutes.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

Minutes have been prepared and are being presented for approval.

PREPARED BY:


Kristina Santana, City Clerk

4/2/2024

REVIEWED BY:**Attachments:**

1. 5.1.a March 19, 2024 City Council Regular Meeting Minutes
2. 5.1.b March 19, 2024 City Council Study Session 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
MARCH 19, 2024**

STUDY SESSION: 5:30 p.m., Room CC-08

RECOGNITION POLICY

Public Comments: None Offered

Adjourned to Regular Meeting: 6:29 p.m.

CALL TO ORDER: Mayor Liu called the Regular City Council meeting to order at 6:36 p.m. in the South Coast Air Quality Management District Main Auditorium, 21865 Copley Drive, Diamond Bar, CA 91765.

PLEDGE OF ALLEGIANCE: Paul Wright led the Pledge of Allegiance.

INVOCATION: Cantor Paul A. Buch, Temple Beth Israel, provided the invocation.

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

Staff present in person: Dan Fox, City Manager; Ryan McLean, Assistant City Manager; Omar Sandoval, City Attorney; Ken Desforges, Information Systems Director; Marsha Roa, Community Relations Manager; Cecilia Arellano, Senior Community Relations Coordinator; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk

Staff present telephonically: Amy Haug, Human Resources and Risk Manager; Greg Gubman, Community Development Director; Grace Lee, Planning Manager; Mayuko Nakajima, Senior Planner; David Liu, Public Works Director; Jason Williams, Maintenance Supervisor

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:

- 1.1 Mayor Liu and Council Members presented a City Tile to Paul Wright upon the occasion of his retirement as AQMD Production Administrator, in recognition of his 32 years of service to the City of Diamond Bar.

2. CITY MANAGER REPORTS AND RECOMMENDATIONS: NONE

3. PUBLIC COMMENTS:

Cynthia Yu, Diamond Bar Library, spoke about March workshops for adults and children, advised the public that all LA County Libraries would be closed on Monday, March 25th in service of Cesar Chavez Day. For additional information on these and other programs and services including 24-hour online services, visit the library website at www.lacountylibrary.org

Aziz Amiri, Regional Chamber of Commerce San Gabriel Valley, announced that in honor of the National Day of Prayer, a Mayor's prayer breakfast is being planned at the newly renovated Diamond Bar Golf Course on May 2, 2024.

Daksha Mehta requested that the City consider extending Diamond Ride services to Baldwin Kaiser Hospital when the contract renews in June.

Johnny Wang felt Diamond Bar and Walnut residents should have been notified about the City of Industry's Public Hearing on zoning changes and homeless shelter issues.

Mari Sarabia submitted a letter asking for help in working with the City of Industry regarding proposed zoning changes in her neighborhood.

Diana Shorafa asked for the truth about the possibility of a homeless shelter being built on Walnut Drive and Calbourne.

Miltinnie Yih wanted to know what residents can do about the City of Industry's amendment to rezone the area that abuts her neighborhood on Flintgate Drive.

Shelley Gentry felt the property owned by the City of Industry and the proposed zoning change was an inappropriate environment for an emergency homeless shelter/low barrier navigation shelter and asked if the City could help with the issue.

Judy thanked Paul Wright for his service to the community and spoke about the proposed zone changes in her neighborhood.

CC/Santana reported that public comment emails were submitted by Amy Wu and Debbie Bell, both of which were forwarded to the City Council and printed for placement at the entrance of tonight's meeting for public viewing, and that there were no online callers requesting to speak under Public Comments.

RESPONSE TO PUBLIC COMMENTS:

CM/Fox said that the City became aware of the City of Industry zone change proposals and upon contacting his colleague at the City of Industry was assured that no homeless shelter is being proposed on the site and that Industry is processing zoning code amendments that are mandated by state law.

4. **SCHEDULE OF FUTURE EVENTS:** CM/Fox presented the Schedule of Future Events.
5. **CONSENT CALENDAR:** C/Chou moved, MPT/Teng seconded, to approve the Consent Calendar as presented. Motion carried 5-0 by the following Roll Call vote with C/Low abstaining from approval of Consent Calendar Item 5.1.

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

5.1 APPROVED CITY COUNCIL MINUTES:

5.1.1 MARCH 5, 2024 REGULAR MEETING.

- 5.2 RATIFIED CHECK REGISTER DATED FEBRUARY 28, 2024 THROUGH MARCH 12, 2024 TOTALING \$767,065.72.
- 5.3 APPROVED THE FEBRUARY 2024 TREASURER'S STATEMENT.
- 5.4 APPROVED THE 2023 HOUSING ELEMENT ANNUAL PROGRESS REPORT FOR FILING WITH THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) AND THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH (OPR)
- 5.5 APPROVED THE 2023 GENERAL PLAN STATUS REPORT FOR FILING WITH THE STATE DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT (HCD) AND THE GOVERNOR'S OFFICE OF PLANNING AND RESEARCH (OPR).
- 5.6 APPROVED CREATION OF A NEW SPECIAL REVENUE FUND TO MANAGE TRANSACTIONS USING THE CITY'S PERMANENT LOCAL HOUSING ALLOCATION ("PLHA") GRANT FUNDS, AS FOLLOWS:
- A. APPROVED A NEW SPECIAL REVENUE FUND NO. 224 ("PLHA HOUSING FUND") TO MANAGE PROGRAM ACTIVITIES WITH PERMANENT LOCAL HOUSING ALLOCATION ("PLHA") GRANT FUNDS;
- B. ESTABLISHED A REVENUE BUDGET OF \$358,416 AND AN EXPENSE BUDGET OF \$358,416 IN FUND 224 FOR THE
- ISSUANCE OF HIP/CHIP LOANS WITH PLHA FUNDS ADMINISTERED BY THE LOS ANGELES COUNTY DEVELOPMENT AUTHORITY; AND,

C. DETERMINED THAT THE PROPOSED ACTION DOES NOT CONSTITUTE A PROJECT AND IS THEREFORE EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT ("CEQA").

5.7 APPROVED PURCHASE OF A NEW RICOH IM C8000 COLOR COPIER AND A RICOH IM 8000 BLACK AND WHITE COPIER AS FOLLOWS:

A. APPROVED AND AUTHORIZED THE CITY MANAGER TO ISSUE A PURCHASE ORDER TO ADVANCED OFFICE (INTEGRUS), INC. FOR THE PURCHASE OF A NEW RICOH IM c8000 COLOR COPIER AND A RICOH IM 8000 BLACK AND WHITE COPIER WITH PROFESSIONAL INSTALLATION SERVICES IN THE NOT-TO-EXCEED AMOUNT OF \$36,889.46 AND,

B. APPROPRIATED \$36,890 FROM THE TECHNOLOGY RESERVE FUND (104) FUND BALANCE TO THE EQUIPMENT MAINTENANCE AND REPLACEMENT FUND (503) FOR THE PURCHASE OF TWO COPIERS.

6. **PUBLIC HEARINGS:** NONE

7. **COUNCIL CONSIDERATION:** NONE

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

C/Chou congratulated Paul Wright on distinguished service to the City of Diamond Bar and invited everyone to attend the Woman of the Year Award hosted by Senator Archuleta on Saturday at 10:00 a.m. at the Diamond Bar Center.

C/Low congratulated Paul Wright on his retirement and congratulated staff for receiving the coveted Government Finance Officers Association Budget Award. She thanked M/Liu for his leadership in requesting last night's Town Hall Meeting about the SR57/60 Confluence project, was pleased for Cantor Buch's announcement of such a festive season, and reminded everyone that the City's 35th Birthday Party will take place on April 6th.

C/Tye congratulated Paul Wright on 32 years of service, reminded residents that Breakfast with the Bunny is March 30th from 9:00 to 11:00 a.m. in the Grandview Ballroom at the Diamond Bar Center, and wished everyone a very

happy and celebratory Easter.

MPT/Teng found that tonight's speakers and residents who attended last night's Town Hall meeting shared their frustration that they are outside the very limited area of notification of projects.

MARCH 19, 2024

PAGE 5

CITY COUNCIL

M/Liu thanked staff for tonight's meeting, said Paul Wright would be missed, and congratulated the Miss Diamond Bar Court and thanked them for their ambassadorship and thanked all who participated in their scholarship pageant. He encouraged everyone to check up on their neighbors and friends and be safe during erratic weather episodes such as those recently experienced in Diamond Bar.

C/Low spoke about the passing of former Diamond Bar Mayor Eileen Ansari who stood for many causes including women's rights who was a member of numerous civic organization and charity groups and was especially noted for her generosity and her service to Diamond Bar which is very much appreciated and remembered by her colleagues and friends.

ADJOURNMENT: With no further business to conduct, M/Liu adjourned the Regular City Council Meeting at 7:37 p.m. in memory of former Diamond Bar Mayor Eileen Ansari.

Respectfully Submitted,

Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 2nd day of April, 2024.

Stan Liu, Mayor

**CITY OF DIAMOND BAR
CITY COUNCIL STUDY SESSION MINUTES
SOUTH COAST AIR QUALITY MANAGEMENT DISTRICT, ROOM CC-08
21810 COPLEY DRIVE, DIAMOND BAR, CA 91765
MARCH 19, 2024**

CALL TO ORDER: Mayor Liu called the Study Session to order at 5:32 p.m.

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

Staff Present in person: Dan Fox, City Manager; Ryan McLean, Assistant City Manager; Omar Sandoval, City Attorney; Marsha Roa, Community Relations Manager; Cecilia Arellano, Senior Community Relations Coordinator; Joan Cruz, Administrative Coordinator; Kristina Santana, City Clerk

1. RECOGNITION POLICY:

CM/Fox provided information about the current Council Recognition.

Following discussion, the Council concurred to not allow for individual certificates, allow the Mayor to continue to review and approve certificates, plaques and other recognitions consistent with the policy, as well as, add qualifying language to clarify nexus under 3.1.3 "if the Council is invited to an event." The changes will be presented at a regular meeting for formal adoption.

ADJOURNMENT: With no further business to come before the City Council, Mayor Liu recessed the Study Session at 6:29 p.m. to the Regular City Council Meeting.

Respectfully submitted:

Kristina Santana, City Clerk

The foregoing minutes are hereby approved this 2nd day of April, 2024.

Stan Liu, Mayor

Agenda #: 5.2
Meeting Date: April 2, 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 13, 2024 THROUGH MARCH 26, 2024 TOTALING \$473,813.81.**
STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

Ratify the Check Register.

FINANCIAL IMPACT:

Expenditure of \$473,813.81.

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 13, 2024 through March 26, 2024 totaling \$473,813.81 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:


Lupe Sotomayor

4/2/2024

REVIEWED BY:

Peter Samy *Jason Jacobsen*
Peter Samy, Finance Supervisor 3/28/2024 Jason Jacobsen, Finance Director 3/28/2024

Attachments:

1. 5.2.a Check Register Affidavit 04.02.2024
2. 5.2.b Check Register 04.02.2024



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 13, 2024 through March 26, 2024 has been audited and is certified as accurate. Payments have been allowed from the following funds in these amounts:

Description	Amount
General Fund	\$272,384.93
LLAD 38 Fund	\$9,323.84
LLAD 39 Fund	\$1,568.90
LLAD 41 Fund	\$1,030.22
Integrated Waste Mgmt Fund AB939	\$5,866.83
Prop C Transit Tax Fund	\$9,274.00
Prop A Transit Tax Fund	\$24,198.78
Community Dev Block Grant Fund	\$786.25
Capital Imprv Project Fund	\$135,742.32
Vehicle Maint & Equip Fund	\$1,775.08
Equip Maint & Replacement Fund	\$4,800.00
Used Motor Oil Block Grant Fund	\$598.00
Technology Reserve Fund	\$2.69
Measure W Local Return Fund	\$6,461.97
	\$473,813.81

Signed:


 Finance Director
 Jason M. Jacobsen

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11469	3/26/2024	EXTERIOR PRODUCTS CORP		DISTRICT 38 / CITYHALL REPAIRS (FY23-24)	100620	52320	\$2,569.00
	3/26/2024	EXTERIOR PRODUCTS CORP		DISTRICT 38 / CITYHALL REPAIRS (FY23-24)	238638	52320	\$4,405.05
	3/26/2024	EXTERIOR PRODUCTS CORP		DBC & CITYHALL ELECTRICAL REPAIRS (FY23-24)	100620	52320	\$438.60
	3/26/2024	EXTERIOR PRODUCTS CORP		DBC & CITYHALL ELECTRICAL REPAIRS (FY23-24)	100510	52320	\$773.85
	3/26/2024	EXTERIOR PRODUCTS CORP		PARKS MAINT (BASEBALL FIELD LIGHT REPLCMNT)FY23-24	100630	52320	\$14,765.63
	3/26/2024	EXTERIOR PRODUCTS CORP		FLAGPOLE MAINT (DBC) FY23-24	100510	52320	\$714.87
CHECK TOTAL							\$23,667.00
11470	3/26/2024	HERMAN AU PHOTOGRAPHY		PHOTO SERVICES FOR CITY BIRTHDAY	100520	55300	\$2,031.50
	3/26/2024	HERMAN AU PHOTOGRAPHY		PHOTO SERVICES FOR BREAKFAST W/ THE BUNNY	100520	55300	\$934.15
CHECK TOTAL							\$2,965.65
11471	3/26/2024	KEVIN D JONES		PS -SR-57/60 CONFLUENCE PROJ ADVOCACY - FEB 2024	100615	54400	\$4,000.00
CHECK TOTAL							\$4,000.00
11472	3/26/2024	LOWE'S BUSINESS ACCOUNT		MAINTENANCE TOOLS (JK) FY23-24	100630	52320	\$56.05
CHECK TOTAL							\$56.05
11473	3/26/2024	SC FUELS		FLEET VEHICLE FUEL (030124-031524) FY23-24	502430	52330	\$96.89
	3/26/2024	SC FUELS		FLEET VEHICLE FUEL (030124-031524) FY23-24	502620	52330	\$265.62
	3/26/2024	SC FUELS		FLEET VEHICLE FUEL (030124-031524) FY23-24	502655	52330	\$649.03
	3/26/2024	SC FUELS		FLEET VEHICLE FUEL (030124-031524) FY23-24	502630	52330	\$763.54
CHECK TOTAL							\$1,775.08
11474	3/26/2024	STEVEN ANTHONY SANTANA		DJ FOR BREAKFAST WITH THE BUNNY	100520	55300	\$500.00
CHECK TOTAL							\$500.00
11475	3/26/2024	THE GAS COMPANY		DBC (021324-031424) FY23-24	100510	52215	\$2,042.88

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/26/2024	THE GAS COMPANY		CITYHALL (020924-031224) FY23-24	100620	52215	\$1,062.77
						CHECK TOTAL	\$3,105.65
11476	3/26/2024	TYLER TECHNOLOGIES INC		ELM PROJECT MGMT HOURS - FEB 2024	503230	56135	\$4,800.00
						CHECK TOTAL	\$4,800.00
11477	3/26/2024	UNITED RECORDS MANAGEMENT INC		OFF-SITE BACK-UP TAPE STORAGE - FEB 2024	100230	55000	\$594.00
						CHECK TOTAL	\$594.00
11478	3/26/2024	XAVIERS FLORIST INC		FLOWER ARRANGMENT FOR ANSARI	100140	51400	\$122.50
						CHECK TOTAL	\$122.50
11479	3/26/2024	AARON STANLEY TALALAY		INSTRUCTOR PAYMENT - PICKLEBALL - WS24	100520	55320	\$739.50
						CHECK TOTAL	\$739.50
11480	3/26/2024	AARP		INSTRUCTOR PAYMENT - AARP MATURE DRIVING COURSE	100520	55310	\$100.00
						CHECK TOTAL	\$100.00
11481	3/26/2024	ABSOLUTE SECURITY INTERNATIONAL INC		SECURITY GUARD SERVICES- FEBRUARY 2024	100510	55330	\$2,472.87
						CHECK TOTAL	\$2,472.87
11482	3/26/2024	ALL CITY MANAGEMENT SERVICES INC		CROSSING GUARD SERVICES - 32/18/24-3/2/24	100310	55412	\$12,666.24
						CHECK TOTAL	\$12,666.24
11483	3/26/2024	AMERICAN TRAFFIC BARRICADE & SAFETY COMPANY INC		ROAD MAINTENANCE SUPPLIES (BARRICADE) FY23-24	100655	51250	\$4,932.96
						CHECK TOTAL	\$4,932.96
11484	3/26/2024	AMERICOMP TONER & REPAIR LLC		PRINTER MAINTENANCE/TONER	100230	51200	\$573.75
						CHECK TOTAL	\$573.75
11485	3/26/2024	JOHN E BISHOP		INSTRUCTOR PAYMENT - MARTIAL ARTS- WS24	100520	55320	\$240.00
						CHECK TOTAL	\$240.00
11486	3/26/2024	BLUDOT TECHNOLOGIES INC		CITY BIRTHDAY PARTY – OPENREWARDS APP VOUCHERS	100150	55000	\$5,000.00
						CHECK TOTAL	\$5,000.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11487	3/26/2024	BONTERRA PSOMAS		MITIGATION MONITORING-JANUARY 2024	100	22107	\$520.00
CHECK TOTAL							\$520.00
11488	3/26/2024	KATHY BREAUX		INSTRUCTOR PAYMENT - ART - WS 24	100520	55320	\$93.60
CHECK TOTAL							\$93.60
11489	3/26/2024	BSN SPORTS CORP		YOUTH INDOOR SOCCER SUPPLIES	100520	51200	\$512.99
CHECK TOTAL							\$512.99
11490	3/26/2024	LINGO TELECOM LLC		CITYWIDE ANALOG PHONE SERVICE - MAR 2024	100230	52200	\$2,418.91
CHECK TOTAL							\$2,418.91
11491	3/26/2024	COCO SUTZE CHENG		INSTRUCTOR PAYMENT - FITNESS - WS24	100520	55320	\$216.00
CHECK TOTAL							\$216.00
11492	3/26/2024	CPRS DISTRICT XIII		CPRS D13 AWARDS & INSTALLATION	100520	52410	\$40.00
CHECK TOTAL							\$40.00
11493	3/26/2024	CREATIVE PLANT RENTALS LLC		PLANT RENTALS FOR CITY BIRTHDAY	100520	55300	\$2,939.03
CHECK TOTAL							\$2,939.03
11494	3/26/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-24311 KNOLL-JANUARY 2024	100120	54024	\$6,994.02
	3/26/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-FEBRUARY 2024	100120	54024	\$2,168.41
	3/26/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-24311 KNOLL-FEBRUARY 2024	100120	54024	\$1,939.43
	3/26/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-DECEMBER 2023	100120	54024	\$2,988.75
	3/26/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-24311 KNOLL-DECEMBER 2023	100120	54024	\$4,077.34
	3/26/2024	DAPEER ROSENBLIT & LITVAK LLP		CODE ENF CITY PROSECUTOR-900 DB BLVD-DECEMBER 2024	100120	54024	\$20.50
CHECK TOTAL							\$18,188.45
11495	3/26/2024	DEPARTMENT OF JUSTICE		LIVESCAN FEES	100220	52510	\$128.00
CHECK TOTAL							\$128.00
11496	3/26/2024	DIAMOND BAR STORAGE OWNER LLC		OFF SITE STORAGE RENTAL-APRIL 2024	100420	52302	\$800.00
CHECK TOTAL							\$800.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11497	3/26/2024	DIANA CHO & ASSOCIATES		CDBG FY23-24 SENIOR PROGRAMMING - JANUARY 2024	225440	54900	\$318.75
	3/26/2024	DIANA CHO & ASSOCIATES		CDBG FY23-24 SENIOR PROGRAM-FEBRUARY 2024	225440	54900	\$467.50
	3/26/2024	DIANA CHO & ASSOCIATES		CDBG ADMINISTRATIVE SERVICES-AREA 3-JANUARY 2024	301610	56101	\$510.00
	3/26/2024	DIANA CHO & ASSOCIATES		CDBG-AREA 4 ADA CURB RAMPS IMP-FEBRUARY 2024	301610	56101	\$467.50
						CHECK TOTAL	\$1,763.75
11498	3/26/2024	DS SERVICES OF AMERICA INC		WATER SERVICE (CITYHALL-MAR) FY23-24	100620	51200	\$487.56
						CHECK TOTAL	\$487.56
11499	3/26/2024	DUNN EDWARDS CORPORATION		ROAD MAINTENANCE SUPPLIES FY23-24	100655	51250	\$947.18
						CHECK TOTAL	\$947.18
11500	3/26/2024	FRANCOISE S ZAMBRA		INSTRUCTOR PAYMENT - PILATES - WS 24	100520	55320	\$1,296.00
						CHECK TOTAL	\$1,296.00
11501	3/26/2024	FRONTIER COMMUNICATIONS CORP		INTERNET/CITY HALL - MAR 2024	100230	54030	\$775.00
	3/26/2024	FRONTIER COMMUNICATIONS CORP		INTERNET SERVICE - MAR 2024	100230	54030	\$412.80
						CHECK TOTAL	\$1,187.80
11502	3/26/2024	FULLERTON ACE HARDWARE		ROAD MAINTENANCE SUPPLIES FY23-24	100655	51250	\$67.82
						CHECK TOTAL	\$67.82
11503	3/26/2024	G & A NELOS CONSTRUCTION INC		GROUNDWATER DRAINAGE IMP - PHASE 4&5	301610	56105	\$26,361.83
						CHECK TOTAL	\$26,361.83
11504	3/26/2024	GERALDINE KELLER		INSTRUCTOR PAYMENT - CULINARY - WS 24	100520	55320	\$54.00
						CHECK TOTAL	\$54.00
11505	3/26/2024	GOTO COMMUNICATIONS INC		CITYWIDE PHONE SYSTEM - MAR 2024	100230	52200	\$2,697.92
						CHECK TOTAL	\$2,697.92
11506	3/26/2024	WOODS MAINTENANCE SERVICES INC		GRAFFITI ABATEMENT-FEBRUARY 2024	100430	55540	\$3,075.00
						CHECK TOTAL	\$3,075.00

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11507	3/26/2024	HEATHER JEN CHANG		CONTRACT CLASS INSTRUCTOR- ART	100520	55320	\$468.00
CHECK TOTAL							\$468.00
11508	3/26/2024	HELIX ENVIRONMENTAL PLANNING INC		CANYON LOOP TRAIL RESTORATION THROUGH JAN 21, 2024	301630	56104	\$24,400.49
CHECK TOTAL							\$24,400.49
11509	3/26/2024	HODGMAN ENTERPRISES		PRINTING AND MAILING OF MARCH 2024 NEWSLETTER	100240	52110	\$3,433.22
CHECK TOTAL							\$3,433.22
11510	3/26/2024	HUMANE SOCIETY OF POMONA VALLEY INC		ANIMAL CONTROL SERVICES IN FEB. 2024	100340	55404	\$37,914.67
CHECK TOTAL							\$37,914.67
11511	3/26/2024	ILLUMINATE EVENT SERVICES		RENTAL FOR CITY BIRTHDAY	100520	55300	\$375.00
CHECK TOTAL							\$375.00
11512	3/26/2024	ITERIS INC		CS - ON-CALL TS TIMING SUPPORT - THRU 2/29/24	207650	54410	\$5,314.00
CHECK TOTAL							\$5,314.00
11513	3/26/2024	JEFFREY LEE PARRIOTT		HISTORICAL PHOTO NEGATIVE RESTORATION	100240	52130	\$144.53
CHECK TOTAL							\$144.53
11514	3/26/2024	KENS HARDWARE		ROAD MAINTENANCE SUPPLIES FY23-24	100655	51250	\$67.86
CHECK TOTAL							\$67.86
11515	3/26/2024	KIMBERLY DOWNEY ESMOND		CONTRACT CLASS INSTRUCTOR - YOUTH DANCE	100520	55320	\$621.60
CHECK TOTAL							\$621.60
11516	3/26/2024	LEWIS ENGRAVING INC		CITY TILE PLATE	100140	52140	\$26.84
CHECK TOTAL							\$26.84
11517	3/26/2024	LOCAL AGENCY ENGINEERING ASSOCIATES INC		PS - PROJECT OVERSIGHT SUPPORT - FEB 2024	100615	54400	\$1,890.00
	3/26/2024	LOCAL AGENCY ENGINEERING ASSOCIATES INC		PS - PROJECT OVERSIGHT SUPPORT - FEB 2024	207615	54400	\$3,960.00
CHECK TOTAL							\$5,850.00
11518	3/26/2024	LOOMIS		COURIER SERVICES - FEBRUARY 2024	100210	54900	\$724.01
	3/26/2024	LOOMIS		COURIER SERVICES - FEBRUARY 2024	100510	54900	\$724.01

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$1,448.02
11519	3/26/2024	LOS ANGELES COUNTY PUBLIC WORKS		FLOOD CONTROL -BROKEN COLLAR MANHOLE 1311 LONGVIEW	100655	55512	\$1,349.63
						CHECK TOTAL	\$1,349.63
11520	3/26/2024	LOS ANGELES COUNTY SHERIFF'S DEPT		FY2023-24 LAW ENF. BURGLARY SUPPRESSION - JAN 2024	100310	55402	\$27,735.16
	3/26/2024	LOS ANGELES COUNTY SHERIFF'S DEPT		FY2023-24 LAW ENF. CAVALRY CHAPEL - JAN 2024	100310	55402	\$12,434.91
						CHECK TOTAL	\$40,170.07
11521	3/26/2024	LOWE'S BUSINESS ACCOUNT		MAINTENANCE SUPPLIES FY23-24	100620	52320	\$293.36
						CHECK TOTAL	\$293.36
11522	3/26/2024	MANUEL REYES		SENIOR SOFTBALL UMPIRE FEES	100520	51200	\$1,935.00
						CHECK TOTAL	\$1,935.00
11523	3/26/2024	RICK RAYMOND MATTIE		AV ASSISTANCE - MARCH 2024	100240	55000	\$1,140.00
						CHECK TOTAL	\$1,140.00
11524	3/26/2024	MCE CORPORATION		ROAD MAINTENANCE (FEB2024) FY23-24	201655	55530	\$6,461.97
	3/26/2024	MCE CORPORATION		ROAD MAINTENANCE (FEB2024) FY23-24	100655	55528	\$7,456.33
						CHECK TOTAL	\$13,918.30
11525	3/26/2024	MICHAEL BALLIET CONSULTING LLC		CONSULTING SERVICES DECEMBER 2023	250170	54900	\$2,242.50
						CHECK TOTAL	\$2,242.50
11526	3/26/2024	MILES COOKIES		COOKIES FOR CITY BIRTHDAY	100520	55300	\$2,268.00
						CHECK TOTAL	\$2,268.00
11527	3/26/2024	MNS ENGINEERS INC		DESIGN OF DB COMPLETE STREETS - FEB 2024	301610	56105	\$71,862.50
						CHECK TOTAL	\$71,862.50
11528	3/26/2024	MYERS & SONS HI-WAY SAFETY INC		ROAD MAINTENANCE (STOP SIGNS) FY23-24	100655	51250	\$1,292.59
						CHECK TOTAL	\$1,292.59
11529	3/26/2024	NATIONAL TRENCH SAFETY INC		RENTAL EQUIP GS SLOPE (KRAIL 031524-041124) FY23-2	100655	52300	\$455.52
						CHECK TOTAL	\$455.52

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11530	3/26/2024	NETWORK PARATRANSIT SYSTEMS INC		FEB 24 - FY2023-24 DIAMOND RIDE SR TRANS SVCS	206650	55560	\$21,989.48
CHECK TOTAL							\$21,989.48
11531	3/26/2024	NORTH STAR CONSULTING INC		CUSTOMER SERVICE ASSESSMENT	100130	54900	\$800.00
CHECK TOTAL							\$800.00
11532	3/26/2024	OCCUPATIONAL HEALTH CENTERS OF CALIFORNIA		PRE-EMPLOYMENT PHYSICAL FEES	100220	52510	\$288.00
CHECK TOTAL							\$288.00
11533	3/26/2024	ONE TIME PAY VENDOR	BOY SCOUT TROOP 777	ORGANIZATION REVENUE SHARE WSF	100520	55300	\$545.45
CHECK TOTAL							\$545.45
11534	3/26/2024	ONE TIME PAY VENDOR	SERVICE HERO DBA ROOTER HERO	PERMIT REFUND-PR20240000220	104	48020	\$2.69
	3/26/2024	ONE TIME PAY VENDOR	SERVICE HERO DBA ROOTER HERO	PERMIT REFUND-PR20240000220	100	48020	\$3.36
	3/26/2024	ONE TIME PAY VENDOR	SERVICE HERO DBA ROOTER HERO	PERMIT REFUND-PR20240000220	100	48010	\$67.14
CHECK TOTAL							\$73.19
11535	3/26/2024	PBLA ENGINEERING INC		DESIGN SERVICES FEB 2024	301630	56104	\$2,690.00
	3/26/2024	PBLA ENGINEERING INC		DESIGN SERVICES FEB 2024	301630	56104	\$4,050.00
	3/26/2024	PBLA ENGINEERING INC		DESIGN SERVICES FEB 2024	301630	56104	\$5,400.00
CHECK TOTAL							\$12,140.00
11536	3/26/2024	PRO1PRINT, LLC		CITY BRANDED NOTEPADS	100240	52110	\$1,681.31
CHECK TOTAL							\$1,681.31
11537	3/26/2024	PUBLIC STORAGE #23051		PARKS AND RECREATION OFF SITE STORAGE UNITS	100520	52302	\$836.00
	3/26/2024	PUBLIC STORAGE #23051		PARKS AND RECREATION OFF SITE STORAGE UNITS	100520	52302	\$798.00
CHECK TOTAL							\$1,634.00
11538	3/26/2024	QUADIENT FINANCE USA INC		POSTAGE	100140	52170	\$5,010.00
CHECK TOTAL							\$5,010.00
11539	3/26/2024	REGIONAL TAP SERVICE CENTER		FOOTHILL PASSES - FEBRUARY 2024	206650	55610	\$441.86
	3/26/2024	REGIONAL TAP SERVICE CENTER		FOOTHILL PASSES - FEBRUARY 2024	206650	55620	\$1,767.44

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
						CHECK TOTAL	\$2,209.30
11540	3/26/2024	REINBERGER CORPORATION		BUSINESS CARDS	100140	52110	\$86.51
						CHECK TOTAL	\$86.51
11541	3/26/2024	RETAIL MARKETING SERVICES INC		CART RETRIVAL FEB 2024 -4	250170	55000	\$20.00
						CHECK TOTAL	\$20.00
11542	3/26/2024	RICHDAI INC		INSTRUCTOR PAYMENT - ART - WS 24	100520	55320	\$302.40
						CHECK TOTAL	\$302.40
11543	3/26/2024	ROSS CREATIONS		SOUND SERVICES FOR CITY BIRTHDAY - FULL PAYMENT	100520	55300	\$1,500.00
						CHECK TOTAL	\$1,500.00
11544	3/26/2024	SAN GABRIEL CONSERVATION CORP		USED OIL KITS/ ACE CLEAN UP 1/30/24	250170	55000	\$138.00
	3/26/2024	SAN GABRIEL CONSERVATION CORP		USED OIL KITS/ ACE CLEAN UP 1/30/24	253180	54900	\$598.00
						CHECK TOTAL	\$736.00
11545	3/26/2024	SO COAST AIR QUALITY MGT DISTRICT		FACILITY LEASE IN APRIL	100130	52302	\$2,688.58
						CHECK TOTAL	\$2,688.58
11546	3/26/2024	SOCIAL VOCATIONAL SERVICES		LITTER AND WEED REMOVAL (ROW-FEB2024) FY23-24	100645	55528	\$3,113.00
						CHECK TOTAL	\$3,113.00
11547	3/26/2024	SPECTRUM BUSINESS		CABLE TV SERVICE/DBC - MAR 2024	100230	54030	\$127.55
						CHECK TOTAL	\$127.55
11548	3/26/2024	TENNIS ANYONE INC		TENNIS INSTRUCTION 23-24	100520	55320	\$7,276.19
						CHECK TOTAL	\$7,276.19
11549	3/26/2024	THE GAS COMPANY		HERITAGE PARK (021224-031324) FY23-24	100630	52215	\$306.67
						CHECK TOTAL	\$306.67
11550	3/26/2024	VALLEY VISTA SERVICES, INC.		STREET SWEEPING SERVICES (020124-022924) FY23-24	100655	55510	\$11,431.80
						CHECK TOTAL	\$11,431.80
11551	3/26/2024	WW GRAINGER INC		FY2023-24 AED SUPPLIES	100350	52310	\$400.74
						CHECK TOTAL	\$400.74

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
11552	3/26/2024	WALNUT VALLEY UNIFIED SCHOOL DISTRICT		ADULT VOLLEYBALL GYM RENTAL	100520	52302	\$573.75
	3/26/2024	WALNUT VALLEY UNIFIED SCHOOL DISTRICT		YOUTH BASKETBALL GYM RENTAL	100520	52302	\$5,890.70
CHECK TOTAL							\$6,464.45
11553	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (CITYHALLW 020124-022924) FEB FY23-24	100620	52220	\$479.10
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (D38 020124-022924) FEB FY23-24	238638	52220	\$4,357.64
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (DISTRICT 38RW 020124-022924) FEB FY23-24	238638	52220	\$561.15
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (D39W 020124-022924) FEB FY23-24	239639	52220	\$1,568.90
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (D41W 020124-022924) FEB FY23-24	241641	52220	\$1,030.22
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (DBCW 020124-022924) FEB FY23-24	100510	52220	\$397.94
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (PARKSW 020124-022924) FEB FY23-24	100630	52220	\$3,199.25
	3/26/2024	WALNUT VALLEY WATER DISTRICT		WVWD (PARKSRW 020124-022924) FEB FY23-24	100630	52220	\$218.33
CHECK TOTAL							\$11,812.53
11554	3/26/2024	WANSEO CHUNG		INSTRUCTOR PAYMENT - YOGA - WS23	100520	55320	\$1,075.20
CHECK TOTAL							\$1,075.20
11555	3/26/2024	WAXIE SANITARY SUPPLY		JANITORIAL SUPPLIES (DBC) FY23-24	100510	51210	\$169.14
CHECK TOTAL							\$169.14
11556	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$1,716.00
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$12,442.21
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100	22107	\$158.40
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100	22107	\$396.00
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100	22107	\$422.40
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100	22107	\$976.80

City of Diamond Bar Check Register

5.2.b

CHECK #	CHECK DATE	VENDOR NAME	OTP VENDOR NAME	INVOICE DESCRIPTION	ORG	OBJECT	AMOUNT
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$8,222.99
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$1,029.60
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$211.20
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$184.80
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$158.40
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$158.40
	3/26/2024	WOODRUFF & SMART, A PROFESSIONAL CORPORATION		LEGAL SERVICES - FEBRUARY 2024	100120	54020	\$660.00
						CHECK TOTAL	\$26,737.20
11557	3/26/2024	YOUTH EVOLUTION ACTIVITIES		CONTRACT CLASS INSTRUCTOR-YOUTH SPORTS	100520	55320	\$630.00
						CHECK TOTAL	\$630.00
11558	3/26/2024	ZW USA INC		DOGGIE BAGS 23/24	250170	51300	\$3,466.33
						CHECK TOTAL	\$3,466.33
						GRAND TOTAL	\$473,813.81

Agenda #: 5.3
Meeting Date: April 2, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager
TITLE: **CITY COUNCIL RECOGNITION POLICY 2019-02 REVISIONS**
STRATEGIC
GOAL: *Open, Engaged & Responsive Government*

RECOMMENDATION:

Approve revisions to City Council Recognition Policy 2019-02.

FINANCIAL IMPACT:

None.

BACKGROUND/DISCUSSION:

A Study Session was held at the March 19, 2024 City Council meeting to discuss potential revisions to City Council Recognition Policy 2019-02. Direction was provided to revise Section 3.1.3 to reflect that events that Council Members are invited to would provide a nexus to Diamond Bar for approval and issuance of Certificates, Proclamations and other forms of recognition consistent with the Policy.

Based on this direction, Section 3.1.3 of the Policy is recommended to be revised to read:

“3.1.3 Recognition may be issued only to individuals, organizations or businesses that have a clear nexus to Diamond Bar, including any event to which a member of the City Council is invited in their capacity as a Diamond Bar elected official.”

A clean version of the Revised City Council Policy 2019-02 is included in Attachment 1 for approval.

PREPARED BY:



Daniel Fox, City Manager

4/2/2024

REVIEWED BY:

Ryan McLean, Assistant City Manager

3/25/2024



Kristina Santana, City Clerk

3/27/2024



Daniel Fox, City Manager

3/28/2024

Attachments:

1. 5.3.a 2019-02 - Recognition Policy (2024 Revision) Final



Recognition Policy

1. Purpose

- 1.1 To establish formal procedures for the issuance of City Council recognition.

2. Policy

- 2.1 The Diamond Bar City Council actively seeks to recognize noteworthy contributions and achievements of individuals and organizations that benefit the community by setting clear standards for such recognition.

3. Procedure

3.1 General Provisions

- 3.1.1 All forms of Recognition are issued at the discretion of the Mayor on behalf of the entire City Council. Recognition is not issued on behalf of an individual or group of Council Members.
- 3.1.2 Commissions may not issue any official recognition on behalf of the City and Commissioners may not issue any official recognition in their capacity as Commissioners.
- 3.1.3 Recognition may be issued only to individuals, organizations or businesses that have a clear nexus to Diamond Bar, including any event to which a member of the City Council is invited in their capacity as a Diamond Bar elected official.
- 3.1.4 Recognition will not be issued for campaigns or events contrary to city policy, matters of politics, or for personal ideological or religious beliefs.
- 3.1.5 The City Manager is authorized to implement an administrative process to manage and track requests for recognition by the City Council.

3.2 Certificates

- 3.2.1 Certificates are official documents of the City Council bearing the signatures of the entire City Council.

- 3.2.2 Certificates may be awarded to recognize events and achievements including, but not limited to:
 - 3.2.2.1 Special events such as conferences, conventions, seminars, and professional celebrations.
 - 3.2.2.2 Milestones, achievements and celebrations.
 - 3.2.2.3 Academic achievements (individual, group or team).
 - 3.2.2.4 Athletic achievements (individual, group or team).
 - 3.2.2.5 Acts of volunteerism or service.
 - 3.2.2.6 Business grand openings and ribbon cuttings.
 - 3.2.2.7 Any other event or achievement which, at the Mayor's discretion, merits a certificate.

3.3 Certificate Plaques

- 3.3.1 Certificate Plaques may be awarded to recognize events and achievements with greater significance, including, but not limited to:
 - 3.3.1.1 New Business of the Month.
 - 3.3.1.2 Significant acts of volunteerism or service, including Volunteer of the Year.
 - 3.3.1.3 Individual or organization achievement or service by board members or executive officers.
 - 3.3.1.4 Honorable retirement of a City employee with more than five years of service in Diamond Bar.
 - 3.3.1.5 Any other event or achievement which, at the Mayor's discretion, merits a Certificate Plaque.

3.4 Proclamations

- 3.4.1 Proclamations are official documents of the City Council prepared to commemorate or create awareness of a special occasion, event, or issue. Proclamations are often presented at City Council meetings.
- 3.4.2 Proclamations do not constitute endorsement by the City.

3.5 City Tiles

3.5.1 City Tiles may be awarded to recognize the most significant events and achievements, including, but not limited to:

3.5.1.1 Honorable completion of office by an elected official or appointed City commissioner.

3.5.1.2 Legislators representing Diamond Bar.

3.5.1.3 Recognition of dignitaries.

3.5.1.4 Business of the month.

3.5.1.5 Miss Diamond Bar.

3.5.1.6 Honorable retirement of a City employee with more than ten years of service in Diamond Bar.

3.5.1.7 Any other event or achievement which, at the Mayor's discretion, merits a City Tile.

3.6 Key to the City

3.6.1 The Key to the City is the City's most prestigious honor and should be issued with great discretion.

3.6.2 The Key to the City may be issued to recognize the following:

3.6.2.1 Achievements or acts that reflect positively on the City on a state or national level.

3.6.2.2 Honorable retirement of City employee after a minimum of twenty years of exemplary service.

4. References

4.1 This Policy supersedes City Council Policy C-3, Presentation of Certificates, Plaques and City Tiles by City Council dated April 17, 1990.

Agenda #: 5.4
Meeting Date: April 2, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council

FROM: Daniel Fox, City Manager 

TITLE: **AWARD OF 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 BLVD TO EAST CITY LIMITS, AND STREETS WITHIN THE GATEWAY CORPORATE CENTER) PROJECT NO. SI24101 & SI24103; THE GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS (PROJECT NO. PW23402); AND THE COLD SPRING LANE GROUNDWATER DRAINAGE IMPROVEMENTS (PROJECT NO. SI24101).**

STRATEGIC
GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

- A. Determine 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. Appropriate 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. Approve the proposed adjustments to the CIP budget and establish a Project Payment Account containing sufficient funds from the current fiscal year budget; and
- D. Approve, and authorize 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.

FINANCIAL IMPACT:

The Fiscal Year 2023/24 Capital Improvement Program includes an approved budget for each component of the Project, identified under multiple project numbers, as detailed in the table below. In response to the bid/cost proposal received for the four (4) base bid schedules, a proposed adjustment to the corresponding funding sources is proposed below.

An additional \$644,121 (\$452,100 from Prop C, \$50,000 from Prop A, and \$142,021 from Measure W) is recommended to address the Project's expenses and contingency, as illustrated in the table below shown as "New Request".

Base Bids	Approved Budget (FY 2023/24 CIP)	Proposed Adjusted Budget	Encumbrance/ Expenses	Balance Per Proposed Adjusted Budget
Residential & Collector Streets Rehabilitation Area 3 - Project No. SI24101 – (Base Bid “Schedule A”)				
Measure M	\$1,200,000	\$1,200,000		\$1,200,000
Measure R Local Return [\$575K transfer from SI24103]	\$600,000	\$1,175,000		\$2,375,000
Hauler Fees	\$250,000	\$250,000		\$2,625,000
Gas Tax [transfer from SI24103]		\$400,000		\$3,025,000
RMRA [transfer from SI24103]		\$738,100		\$3,763,100
Arterial Streets Rehabilitation Project No. SI24103 – (Base Bid “Schedule B”)				
RMRA	\$4,050,000	\$3,311,900		\$7,075,000
Prop C	\$2,500,000	\$2,500,000		\$9,575,000
Measure R Local Return	\$575,000	\$0		\$9,575,000
Gas Tax	\$400,000	\$0		\$9,575,000
New Request: Prop C		\$452,100		\$10,027,100
New Request: Prop A		\$50,000		\$10,077,100
Grand Avenue at Diamond Bar Boulevard Drainage Improvements, Project No. PW23402 – (Base Bid “Schedule C”)				
Measure W	\$100,000	\$60,521		\$10,137,621
Measure W (Used for Design)			(\$13,221)	\$10,124,400
Groundwater Drainage Improvements Phase 6 (Cold Spring Lane) – Under Project No. SI240101 (Base Bid “Schedule D”)				
Measure W [transfer from PW23402]	\$39,479	\$39,479		\$10,163,879

New Request: Measure W		\$142,021		\$10,305,900
Construction Contract - Onyx Paving Company, Inc.			(\$9,369,000)	\$936,900
Contingency (10%)			(\$936,900)	\$0

The contingency amount of \$936,900 will only be used in the event of unforeseen circumstances that warrant a contract change order.

BACKGROUND:

On February 21, 2023, the City Council approved a Consulting Services Agreement with Nichols Consulting Engineers, Inc. (NCE) to lead the design work for the Area 3 Residential & Collector Streets Rehabilitation and Arterial Street Rehabs. This design effort also encompasses plans for the Americans with Disabilities Act (ADA) Curb Ramp Improvement Projects spanning across Area 3, 4, and 5 residential streets and arterials.

At the February 20, 2024, meeting, the City Council approved the plans and specifications for the Area 3 Residential & Collector Streets Rehabilitation and Arterial Street Rehabilitation (Golden Springs Drive from Grand Avenue to Temple Avenue-Avenida Rancheros, Grand Avenue from Diamond Bar Boulevard to easterly City limits, and streets within the Gateway Corporate Center), Grand Avenue Drainage Improvement, and Cold Springs Lane Groundwater Improvement projects. The technical specifications for the drainage/groundwater improvements were combined with the street improvements plans as one bid package for cost-effectiveness.

ANALYSIS:

The City's Area 3 is located to the south of Pathfinder Road, spanning both the western and eastern sides of Diamond Bar Boulevard and the SR 57 freeway. The Project encompasses approximately 17 center miles of residential and collector streets, necessitating treatments such as slurry seal, chip seal, and asphaltic concrete (AC) overlay. Additionally, it involves addressing isolated areas of damaged AC pavement as determined by field assessments. Furthermore, the Project includes approximately 6 centerline miles of various segments along major arterials, notably Golden Springs Drive from Grand Avenue to Temple Avenue-Avenida Rancheros, Grand Avenue from Diamond Bar Boulevard to the easterly City limits, and streets within the Gateway Corporate Center (Gateway Center, Copley Dr, Bridgegate Dr). Please refer to Attachment 2 for the Vicinity Map.

Lane closures and construction activities along Golden Springs Drive, Grand Avenue, and streets within the Gateway Corporate Center will be authorized between 8:30 AM and 4:30 PM. While Public Works construction typically commences at 7:30 AM, Golden Springs Drive and Grand Avenue experience significant daily weekday traffic during both morning and evening peak hours. By delaying construction until 8:30 AM, we aim to minimize disruptions to the morning commuter traffic while ensuring that construction crews can work efficiently throughout the day to meet construction deadlines.

Additionally, the project team has carefully assessed the potential impacts of construction near school areas and will collaborate with the contractor to initiate work on both the drainage and groundwater improvements away from school traffic until affected schools are out for summer vacation, starting on May 30, 2024. This proactive approach will help mitigate disruptions and ensure the safety of students and commuters alike.

The Project was advertised for bids on February 21, 2024, with an engineer's estimate of \$8.66 million. The bid opening date was set for March 19, 2024, and the Project was formatted into four base bid schedules:

Base Bid "Schedule A": Residential & Collector Streets Rehabilitation (Area 3 – CIP# SI24101).

Base Bid "Schedule B": Arterial Street Rehabilitation (Golden Spring Dr. from Grand Avenue to Temple Avenue-Avenida Rancheros; Grand Avenue from Diamond Bar Boulevard to the easterly City limits, and streets within the Gateway Corporate Center – CIP# SI24103).

Base Bid "Schedule C": Grand Avenue Median Drainage Improvement Project (Grand Avenue at Diamond Bar Boulevard)– CIP# PW23402

Base Bid "Schedule D": Cold Spring Lane Groundwater Drainage Improvement – CIP#SI24101

Seven (7) bid proposals were received. **Onyx Paving Company, Inc.** was the lowest responsible bidder with a Base Bid (A thru D) in the amount of \$9,369,000.00.

The results for the bids are shown below:

<u>Company</u>	<u>Base Bid</u>
1. Onyx Paving Company, Inc.	\$9,369,000.00
2. Hardy & Harper, Inc.	\$9,378,000.00
3. Copp Contracting, Inc.	\$9,382,596.49
4. All American Asphalt	\$9,749,863.15
5. Sequel Contractors, Inc.	\$9,845,460.40
6. R.J. Noble Company	\$10,190,133.07
7. Nationwide Contracting Services, Inc.	\$14,746,046.00

Staff has verified that Onyx Paving Company, Inc. holds a valid contractor license and has reputable experiences with similar projects. The tentative schedule of the Project is as follows:

Award Construction Contract	April 2, 2024
Start Construction	May 2024
Completion of Construction	September 2024

Environmental Review

Staff has determined that this Project is exempt from the California Environmental Quality Act (CEQA) provisions pursuant to the California Code of Regulations, guidelines for the implementation of the CEQA, Section 15301(c) under Class 1 Existing Facilities, existing highways and streets.

LEGAL REVIEW:

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

PREPARED BY:

Christian Malpica
Christian Malpica, Associate Engineer

4/2/2024

REVIEWED BY:

Hal Ghafari
Hal Ghafari, Public Works Manager/Asst. City Engineer

3/22/2024

David G. Liu
David G. Liu, Public Works Director/City Engineer

3/26/2024

Jason Jacobsen
Jason Jacobsen, Finance Director

3/28/2024

Attachments:

1. 5.4.a Construction Agreement with Onyx Paving Company, Inc.
2. 5.4.b Vicinity Map

PUBLIC WORKS AGREEMENT STREET IMPROVEMENTS

The following agreement ("AGREEMENT") is made and entered into, in duplicate, as of the date executed by the Mayor and attested to by the City Clerk, by and between ONYX PAVING COMPANY, INC., hereinafter referred to as the "CONTRACTOR" and the City of Diamond Bar, California, hereinafter referred to as "CITY."

WHEREAS, pursuant to Notice Inviting Sealed Bids, bids were received, publicly opened, and declared on the date specified in the notice; and

WHEREAS, CITY accepted the bid of CONTRACTOR ONYX PAVING COMPANY, INC., and;

WHEREAS, CITY has authorized the Mayor to execute a written contract with CONTRACTOR for furnishing labor, equipment and material 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 BLVD TO EAST CITY LIMITS, GATEWAY CORPORATE CENTER) PROJECT NO. SI24101 & SI24103; GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS (CIP NO. PW23402) and GROUNDWATER DRAINAGE IMPROVEMENTS-PHASE 6 (COLD SPRING LN.) CIP NO. SI24101** in the City of Diamond Bar.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, it is agreed:

1. GENERAL SCOPE OF WORK: CONTRACTOR shall furnish all necessary labor, tools, materials, appliances, and equipment for and do the work 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 BLVD TO EAST CITY LIMITS, GATEWAY CORPORATE CENTER) PROJECT NO. SI24101 & SI24103; GRAND AVENUE AT DIAMOND BAR BOULEVARD DRAINAGE IMPROVEMENTS (CIP NO. PW23402) and GROUNDWATER DRAINAGE IMPROVEMENTS-PHASE 6 (COLD SPRING LN.) CIP NO. SI24101** in the City of Diamond Bar. The work to be performed in accordance with the plans and specifications, dated **February 2024** (The Plans and Specifications) on file in the office of the City Clerk and in accordance with bid prices hereinafter mentioned and in accordance with the instructions of the Engineer.

2. INCORPORATED DOCUMENTS TO BE CONSIDERED COMPLEMENTARY: The Plans and Specifications are incorporated herein by reference and made a part hereof with like force and effect as if set forth in full herein. The Plans and Specifications, CONTRACTOR'S Bid dated March 14, 2024, together with this AGREEMENT, shall constitute the contract between the parties. This AGREEMENT is intended to require a complete and finished piece of work and anything necessary to complete the work properly and in accordance with the law and lawful governmental regulations shall be performed by the CONTRACTOR whether set out specifically in the contract or not. Should it be ascertained that any inconsistency exists between the

aforesaid documents and this AGREEMENT, the following order of precedence shall apply: (1) This AGREEMENT; (2) The Plans and Specifications; and (3) Contractor's bid.

3. COMPENSATION: CONTRACTOR agrees to receive and accept the prices set forth in its Bid Proposal as full compensation for furnishing all materials, performing all work, and fulfilling all obligations hereunder. Said compensation in the amount of **Nine Million Three Hundred Sixty-Nine Thousand Dollars and Zero Cents (\$9,369,000.00)** shall cover all expenses, losses, damages, and consequences arising out of the nature of the work during its progress or prior to its acceptance including those for well and faithfully completing the work and the whole thereof in the manner and time specified in the aforesaid contract documents; and also including those arising from actions of the elements, unforeseen difficulties or obstructions encountered in the prosecution of the work, suspension or discontinuance of the work, and all other unknowns or risks of any description connected with the work. Final payment to Contractor shall be withheld for at least 30 days after the time in which Contractor has verified, to the City's satisfaction, that it has submitted all information to the Department of Industrial Relations required by Labor Code §1773.3.

4. TERM OF CONTRACT: CONTRACTOR agrees to complete the work within **Ninety-Five (95) working days** from the date of the notice to proceed.

CONTRACTOR agrees further to the assessment of liquidated damages in the amount of **seven hundred and fifty dollars (\$750)** for each calendar day the work remains incomplete beyond the expiration of the completion date. CITY may deduct the amount thereof from any monies due or that may become due the CONTRACTOR under this AGREEMENT. Progress payments made after the scheduled date of completion shall not constitute a waiver of liquidated damages.

5. INSURANCE: CONTRACTOR shall not commence work under this contract until he has obtained all insurance required hereunder in a company or companies acceptable to CITY nor shall the CONTRACTOR allow any subcontractor to commence work on his subcontract until all insurance required of the subcontractor has been obtained. The CONTRACTOR shall take out and maintain at all times during the life of this contract the following policies of insurance:

- a. Workers' Compensation Insurance: Before beginning work, the CONTRACTOR shall furnish to the CITY a certificate of insurance as proof that he has taken out full workers' compensation insurance for all persons whom he may employ directly or through subcontractors in carrying out the work specified herein, in accordance with the laws of the State of California. Such insurance shall be maintained in full force and effect during the period covered by this contract.

In accordance with the provisions of Section 3700 of the California Labor Code, every CONTRACTOR shall secure the payment of compensation to his employees. The CONTRACTOR, prior to commencing work, shall sign and file with the CITY a certification as follows:

"I am aware of the provisions of Section 3700 of the Labor Code which requires every employer to be insured against liability for

workers' compensation or to undertake self insurance in accordance with the provisions of that Code, and I will comply with such provisions before commencing the performance of work of this contract."

- b. For all operations of the CONTRACTOR or any sub-contractor in performing the work provided for herein, insurance with the following minimum limits and coverage:
 - 1) General Liability - \$5,000,000 per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this AGREEMENT or the general aggregate limit shall be twice the required occurrence limit.
 - 2) Automobile - \$5,000,000 per accident for bodily injury and property damage.
 - 3) Employer's Liability - \$1,000,000 per accident for bodily injury or disease.
- c. Each such policy of insurance provided for in paragraph b. shall:
 - 1) Be issued by an insurance company approved in writing by CITY, which is authorized to do business in the State of California.
 - 2) Name as additional insured the City of Diamond Bar, its officers, agents and employees, and any other parties specified in the bid documents to be so included;
 - 3) Specify it acts as primary insurance and that no insurance held or owned by the designated additional insured shall be called upon to cover a loss under the policy;
 - 4) Contain a clause substantially in the following words:

"It is hereby understood and agreed that this policy may not be canceled nor the amount of the coverage thereof reduced until thirty (30) days after receipt by CITY of a written notice of such cancellation or reduction of coverage."
 - 5) Otherwise be in form satisfactory to the CITY.
- d. The policy of insurance provided for in subparagraph a. shall contain an endorsement which:
 - 1) Waives all right of subrogation against all persons and entities specified in subparagraph 4.c.(2) hereof to be listed as additional insured in the policy of insurance provided for in paragraph b. by reason of any claim arising out of or

connected with the operations of CONTRACTOR or any subcontractor in performing the work provided for herein;

- 2) Provides it shall not be canceled or altered without thirty (30) days' written notice thereof given to CITY.
- e. The CONTRACTOR shall, prior to performing any work under this AGREEMENT, deliver to the City Manager or his designee the original policies of insurance required in paragraphs a. and b. hereof, or deliver to the City Manager or his designee a certificate of the insurance company, showing the issuance of such insurance, and the additional insured and other provisions required herein.
- f. Self Insured Retention/Deductibles. All policies required by this AGREEMENT shall allow CITY, as additional insured, to satisfy the self-insured retention ("SIR") and/or deductible of the policy in lieu of the Owner (as the named insured) should CONTRACTOR fail to pay the SIR or deductible requirements. The amount of the SIR or deductible shall be subject to the approval of the City Attorney and the Finance Director. CONTRACTOR understands and agrees that satisfaction of this requirement is an express condition precedent to the effectiveness of this AGREEMENT. Failure by CONTRACTOR as primary insured to pay its SIR or deductible constitutes a material breach of this AGREEMENT. Should CITY pay the SIR or deductible on CONTRACTOR's behalf upon the CONTRACTOR's failure or refusal to do so in order to secure defense and indemnification as an additional insured under the policy, CITY may include such amounts as damages in any action against CONTRACTOR for breach of this AGREEMENT in addition to any other damages incurred by CITY due to the breach.

6. PREVAILING WAGE: Notice is hereby given that in accordance with the provisions of California Labor Code, Division 2, Part 7, Chapter 1, Articles 1 and 2, the CONTRACTOR is required to pay not less than the general prevailing rate of per diem wages for work of a similar character in the locality in which the public works is performed, and not less than the general prevailing rate of per diem wages for holiday and overtime work. In that regard, the Director of the Department of Industrial Relations of the State of California is required to and has determined such general prevailing rates of per diem wages. Copies of such prevailing rates of per diem wages are on file in the Office of the City Clerk of the City of Diamond Bar, 21810 Copley Drive, Diamond Bar, California, and are available to any interested party on request. CITY also shall cause a copy of such determinations to be posted at the job site.

CONTRACTOR shall forfeit, as penalty to CITY, not more than two hundred dollars (\$200.00) for each laborer, workman or mechanic employed for each calendar day or portion thereof, if such laborer, workman or mechanic is paid less than the general prevailing rate of wages hereinbefore stipulated for any work done under this AGREEMENT, by him or by any subcontractor under him.

CONTRACTOR and any of its subcontractors must be registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5, which precludes the award of a contract for a public work on any public works project awarded

after April 1, 2015. This Agreement is subject to compliance monitoring and enforcement by the Department of Industrial Relations.

7. APPRENTICESHIP EMPLOYMENT: In accordance with the provisions of Section 1777.5 of the Labor Code, and in accordance with the regulations of the California Apprenticeship Council, properly indentured apprentices may be employed in the performance of the work.

CONTRACTOR is required to make contribution to funds established for the administrative of apprenticeship programs if he employs registered apprentices or journeymen in any apprenticeship trade on such contracts and if other CONTRACTOR'S on the public works site are making such contributions.

CONTRACTOR and subcontractor under him shall comply with the requirements of Sections 1777.5 and 1777.6 in the employment of apprentices.

Information relative to apprenticeship standards, wage schedules and other requirements may be obtained from the Director of Industrial Relations, ex-officio the Administrator of Apprenticeship, San Francisco, California, or from the Division of Apprenticeship Standards and its branch offices.

8. LEGAL HOURS OF WORK: Eight (8) hours of labor shall constitute a legal day's work for all workmen employed in the execution of this contract, and the CONTRACTOR and any sub-contractor under him shall comply with and be governed by the laws of the State of California having to do with working hours set forth in Division 2, Part 7, Chapter 1, Article 3 of the Labor Code of the State of California as amended.

CONTRACTOR shall forfeit, as a penalty to City, twenty-five dollars (\$25.00) for each laborer, workman or mechanic employed in the execution of the contract, by him or any sub- CONTRACTOR under him, upon any of the work hereinbefore mentioned, for each calendar day during which the laborer, workman or mechanic is required or permitted to labor more than eight (8) hours in violation of the Labor Code.

9. TRAVEL AND SUBSISTENCE PAY: CONTRACTOR agrees to pay travel and subsistence pay to each workman needed to execute the work required by this contract as such travel and subsistence payments are defined in the applicable collective bargaining agreements filed in accordance with Labor Code Section 1773.8.

10. CONTRACTOR'S LIABILITY: The CITY and its officers, agents and employees ("Indemnitees") shall not be answerable or accountable in any manner for any loss or damage that may happen to the work or any part thereof, or for any of the materials or other things used or employed in performing the work; or for injury or damage to any person or persons, either workers or employees of CONTRACTOR, of its subcontractors or the public, or for damage to adjoining or other property from any cause whatsoever arising out of or in connection with the performance of the work. CONTRACTOR shall be responsible for any damage or injury to any person or property resulting from defects or obstructions or from any cause whatsoever.

CONTRACTOR will indemnify Indemnities against and will hold and save Indemnitees harmless from any and all actions, claims, damages to persons or property, penalties, obligations or liabilities that may be asserted or claimed by any person, firm, entity, corporation, political subdivision, or other organization arising out of or in

connection with the work, operation, or activities of CONTRACTOR, its agents, employees, subcontractors or invitees provided for herein, whether or not there is concurrent passive negligence on the part of CITY. In connection therewith:

- a. CONTRACTOR will defend any action or actions filed in connection with any such claims, damages, penalties, obligations or liabilities and will pay all costs and expenses, including attorneys' fees, expert fees and costs incurred in connection therewith.
- b. CONTRACTOR will promptly pay any judgment rendered against CONTRACTOR or Indemnitees covering such claims, damages, penalties, obligations and liabilities arising out of or in connection with such work, operations or activities of CONTRACTOR hereunder, and CONTRACTOR agrees to save and hold the Indemnitees harmless therefrom.
- c. In the event Indemnitees are made a party to any action or proceeding filed or prosecuted against CONTRACTOR for damages or other claims arising out of or in connection with the work, operation or activities hereunder, CONTRACTOR agrees to pay to Indemnitees and any all costs and expenses incurred by Indemnitees in such action or proceeding together with reasonable attorneys' fees.

Contractor's obligations under this section apply regardless of whether or not such claim, charge, damage, demand, action, proceeding, loss, stop notice, cost, expense, judgment, civil fine or penalty, or liability was caused in part or contributed to by an Indemnatee. However, without affecting the rights of CITY under any provision of this AGREEMENT, Contractor shall not be required to indemnify and hold harmless CITY for liability attributable to the active negligence of CITY, provided such active negligence is determined by agreement between the parties or by the findings of a court of competent jurisdiction. In instances where CITY is shown to have been actively negligent and where CITY active negligence accounts for only a percentage of the liability involved, the obligation of Contractor will be for that entire portion or percentage of liability not attributable to the active negligence of CITY.

So much of the money due to CONTRACTOR under and by virtue of the contract as shall be considered necessary by CITY may be retained by CITY until disposition has been made of such actions or claims for damages as aforesaid.

It is expressly understood and agreed that the foregoing provisions are intended to be as broad and inclusive as is permitted by the law of the State of California. This indemnity provision shall survive the termination of the AGREEMENT and is in addition to any other rights or remedies which Indemnitees may have under the law.

This indemnity is effective without reference to the existence or applicability of any insurance coverage which may have been required under this AGREEMENT or any additional insured endorsements which may extend to Indemnitees.

CONTRACTOR, on behalf of itself and all parties claiming under or through it, hereby waives all rights of subrogation and contribution against the Indemnitees, while acting within the scope of their duties, from all claims, losses and liabilities arising out of or incident to activities or operations performed by or on behalf of the CONTRACTOR

regardless of any prior, concurrent, or subsequent passive negligence by the Indemnitees.

11. NON-DISCRIMINATION: Pursuant to Labor Code Section 1735, no discrimination shall be made in the employment of persons in the work contemplated by this AGREEMENT because of the race, color or religion of such person. A violation of this section exposes the CONTRACTOR to the penalties provided for in Labor Code Section 1735.

12. PAYMENT FUND: A City Council resolution established a Project Payment Account, encumbered money in the current budget, and assigned that money to the Project Payment Account, which is the sole source of funds available for payment of the contract sum set forth in Section 3 of this AGREEMENT. CONTRACTOR understands and agrees that CONTRACTOR will be paid only from this special fund and if for any reason this fund is not sufficient to pay CONTRACTOR, CONTRACTOR will not be entitled to payment. The availability of money in this fund, and CITY's ability to draw from this fund, are conditions precedent to CITY's obligation to make payments to CONTRACTOR.

13. PRESENTATION OF CLAIMS: Any claim, as that term is defined in Public Contract Code §9204, shall be submitted in accordance with Section 9204 and shall contain a sufficient description of the claim, the basis therefore and documentation in support of the claim. The claim shall be processed as more fully set forth in the Plans and Specifications.

14. TERMINATION: This AGREEMENT may be terminated by the CITY, without cause, upon the giving of a written "Notice of Termination" to CONTRACTOR at least thirty (30) days prior to the date of termination specified in the notice. Upon receipt of such notice, Contractor shall immediately cease work, unless otherwise directed by the Notice of Termination. In the event of such termination, Contractor shall be paid for services satisfactorily rendered and expenses reasonably and necessarily incurred prior to the effective date of termination, unless the Notice of Termination is issued for cause, in which event the City may withhold any disputed compensation. Contractor shall not be entitled to any claim for lost profits.

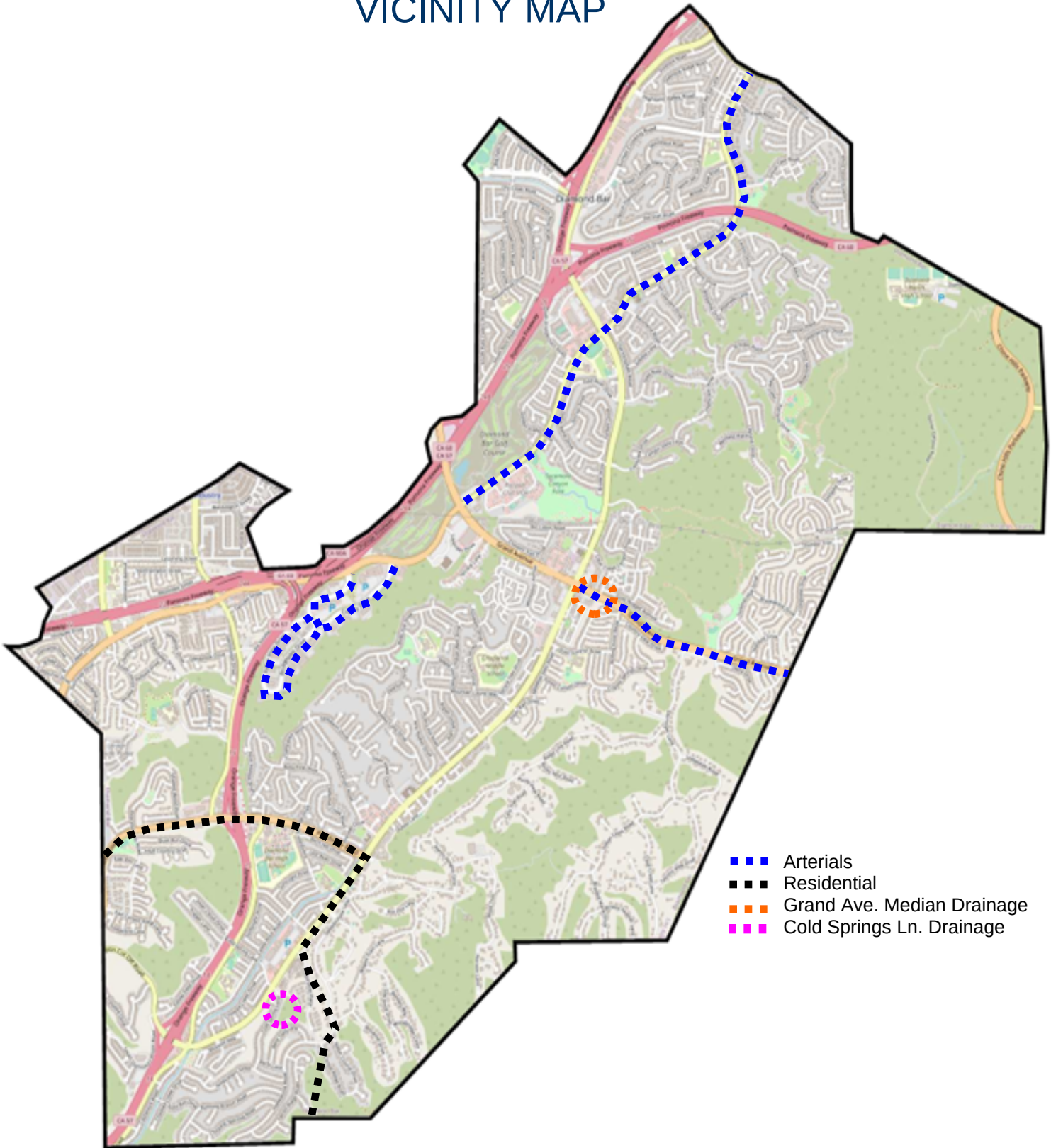
State of California

"CONTRACTOR'S" License No. 630360

CONTRACTOR'S Business Phone: 714-632-6699

CONTRACTOR'S emergency phone which can be reached at any time: 714-632-6699

VICINITY MAP



Agenda #: 5.5
Meeting Date: April 2, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
 FROM: Daniel Fox, City Manager 
 TITLE: **LANDSCAPE ASSESSMENT DISTRICT NOS. 38, 39-2022, AND 41-2021 FOR FISCAL YEAR 2024/25**
 STRATEGIC GOAL: *Responsible Stewardship of Public Resources*

RECOMMENDATION:

- A. Adopt Resolution No. 2024-09 ordering the City Engineer to prepare and to file an Engineer's Report related to maintenance of improvements in Landscaping Assessment District No. 38 and any assessment thereon for Fiscal Year 2024/25;
- B. Adopt Resolution No. 2024-10 ordering the City Engineer to prepare and to file an Engineer's Report related to maintenance of improvements in Landscaping Assessment District No. 39-2022 and any assessment thereon for Fiscal Year 2024/25;
- C. Adopt 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. Approve, and authorize 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.

FINANCIAL IMPACT:

The consultant service for the preparation of the Engineer's Reports and other associated services is estimated to cost \$18,915. Adequate funding is included in the Fiscal Year 2023/24 Operating Budget and will be included in the Fiscal Year 2024/25 Operating Budget for LAD Nos. 38, 39-2022, and 41-2021.

BACKGROUND:

There are three Landscape Assessment Districts (LADs) in the City: LAD No. 38, LAD No. 39-2022, and LAD No. 41-2021. The County of Los Angeles originally formed all three LADs prior to the City's incorporation. After its incorporation, the City took over the administration of the three LADs. In July 2021, the City implemented a successful Proposition 218 balloting procedure to replace LAD No. 41 with LAD No. 41-2021 with the same service area and an updated assessment structure. In March 2022, the City successfully implemented a similar procedure to replace LAD No. 39 with LAD No. 39-2022.

As part of these assessment district updates, the City must undergo a three-step process every fiscal year. First, the City Council initiates the process by adopting resolutions ordering the City Engineer to prepare and file an engineer's report for each district, the action being recommended in this agenda item. Second, the report is finalized and presented to the City Council, which, in turn, adopts resolutions of intention that are set for a Public Hearing. Lastly, the City holds a Public Hearing at a City Council meeting where the assessment districts are approved and confirmed, resulting in the adoption of a resolution confirming the levy of assessments. Throughout the entire process, all proceedings for the maintenance of improvements will be pursuant to the provisions of the Landscape and Lighting Act of 1972 of Part 2 of Division 15 of the Streets and Highways Code of the State of California and applicable provisions of Proposition 218, Article 10 XIII D of the California Constitution.

Additionally, on May 5, 2020, the City Council approved an agreement with SCI Consulting Group (SCI) for the preparation of the Engineer's Reports and other special district-associated services (the "Original Agreement").

On April 6, 2021 and September 21, 2021, the City Council approved a First Amendment and a Second Amendment, respectively, to the Original Agreement for SCI to provide Proposition 218 balloting services for LAD No. 41-2021 and LAD No. 39-2022. The Original Agreement was set to expire on June 30, 2023; subject to two one-year extensions. The City Council approved the Third Amendment to extend the Agreement term and it will expire on June 30, 2024. The proposed Fourth Amendment would provide for the second one-year extension through June 30, 2025.

ANALYSIS:

LAD No. 38

The City has an annual program for the maintenance of landscaped medians as well as parkway improvements along the major arterials, and intends to continue the said program by special assessments upon lands within the City. Funds must be provided to enable District No. 38 to continue its operation during the Fiscal Year 2024/25. District No. 38 encompasses the whole City and is illustrated in Exhibit "A-1" Map (Attachment 5).

LAD No. 39-2022

The City has an annual program for the maintenance of landscaping, open space improvements, five mini-parks, and trails, and intends to continue the said program by special assessments upon lands within the district. Funds must be provided to enable District No. 39-2022 to continue operating during the Fiscal Year 2024/25. District 39-2022 encompasses areas in the northeasterly part of the City, as illustrated in Exhibit "A-2" Map (Attachment 5).

LAD No. 41-2021

The City has an annual program for the maintenance of landscaping and open space improvements, and intends to continue the said program by special assessments upon lands within the district. Funds must be provided to enable District No. 41-2021 to continue operating during the Fiscal Year 2024/25. District 41-2021 encompasses the southwesterly part of the City, as illustrated in Exhibit "A-3" Map (Attachment 5).

Consultant Service Agreement

The current Agreement with SCI to provide assessment engineering services expires on June 30, 2024. Section 2 of the Original Agreement provides for the Agreement to be extended by mutual consent of the City and SCI in two one-year increments based on satisfactory performance by the Consultant. SCI has submitted its proposal letter for the extension of the Agreement Term as provided in Exhibit "A" of Attachment 4, the proposed Fourth Amendment. The City has been satisfied with SCI's performance. Therefore, it is recommended that the City Council approve the second one-year extension, as provided in the Original Agreement, through June 30, 2025. Per Exhibit "A" of the Original Agreement, the cost rate for the service is proposed to increase three percent (3%) for a total not-to-exceed amount of \$18,915.

LEGAL REVIEW:

The City Attorney has reviewed and approved the Resolutions and the Fourth Amendment to the Agreement as to form.

PREPARED BY:

Nicholas Delgado

Nicholas Delgado, Management Analyst

4/2/2024

REVIEWED BY:



Hal Ghafari, Public Works Manager/Asst. City Engineer

3/21/2024



David G. Liu, Public Works Director/City Engineer

3/26/2024



Jason Jacobsen, Finance Director

3/27/2024

Attachments:

1. 5.5.a Resolution No. 2024-09; LAD 38 - Preparation of Engineer's Report
2. 5.5.b Resolution No. 2024-10; LAD 39-2022 - Preparation of Engineer's Report
3. 5.5.c Resolution No. 2024-11; LAD 41-2021 - Preparation of Engineer's Report
4. 5.5.d 4th Amendment to Agreement with SCI Consulting
5. 5.5.e Maps - Exhibits A-1, A-2, and A-3

RESOLUTION NO. 2024-09

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, CALIFORNIA, ORDERING THE CITY ENGINEER TO PREPARE AND TO FILE A REPORT RELATED TO THE MAINTENANCE OF IMPROVEMENTS IN THE CITY OF DIAMOND BAR ASSESSMENT DISTRICT NO. 38 AND ANY ASSESSMENT THEREON FOR FISCAL YEAR 2024-25.

WHEREAS, the City of Diamond Bar Assessment District No. 38 (“District”) was created pursuant to Part 2 of Division 15 of the California Streets and Highways Code (§ 22500, et seq.); and

WHEREAS, California Streets and Highways Code § 22622 provides that the City Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in the District and ordering the City Engineer to prepare and file a report related to annual maintenance and assessment in the District; and

WHEREAS, no new improvements or substantial changes in existing improvements are proposed for the District; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

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

Section 1. The Recitals, as set forth above, are in all respects true and correct and are incorporated herein by reference.

Section 2. The City Engineer is hereby ordered and directed to prepare or have prepared an annual report in accordance with California Streets and Highways Code §§ 22565, et seq., with respect to City of Diamond Bar Assessment District No. 38 for Fiscal Year 2024-25.

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 2nd 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 2nd day of April 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:

Kristina Santana, City Clerk

RESOLUTION NO. 2024-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, CALIFORNIA, ORDERING THE CITY ENGINEER TO PREPARE AND TO FILE A REPORT RELATED TO THE MAINTENANCE OF IMPROVEMENTS IN THE CITY OF DIAMOND BAR ASSESSMENT DISTRICT NO. 39-2022 AND ANY ASSESSMENT THEREON FOR FISCAL YEAR 2024-25.

WHEREAS, the City of Diamond Bar Assessment District No. 39-2022 ("District") was created pursuant to Part 2 of Division 15 of the California Streets and Highways Code (§ 22500, et seq.); and

WHEREAS, California Streets and Highways Code § 22622 provides that the City Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in the District and ordering the City Engineer to prepare and file a report related to annual maintenance and assessment in the District; and

WHEREAS, no new improvements or substantial changes in existing improvements are proposed for the District; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

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

Section 1. The Recitals, as set forth above, are in all respects true and correct and are incorporated herein by reference.

Section 2. The City Engineer is hereby ordered and directed to prepare or have prepared an annual report in accordance with California Streets and Highways Code § 22565, et seq., with respect to City of Diamond Bar Landscape Assessment District 39-2022 for Fiscal Year 2024-25.

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 2nd 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 2nd day of April 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:

Kristina Santana, City Clerk

RESOLUTION NO. 2024-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF DIAMOND BAR, CALIFORNIA, ORDERING THE CITY ENGINEER TO PREPARE AND TO FILE A REPORT RELATED TO THE MAINTENANCE OF IMPROVEMENTS IN THE CITY OF DIAMOND BAR ASSESSMENT DISTRICT NO. 41-2021 AND ANY ASSESSMENT THEREON FOR FISCAL YEAR 2024-25.

WHEREAS, the City of Diamond Bar Assessment District No. 41-2021 ("District") was created pursuant to Part 2 of Division 15 of the California Streets and Highways Code (§ 22500, et seq.); and

WHEREAS, California Streets and Highways Code § 22622 provides that the City Council shall adopt a resolution generally describing any proposed new improvements or substantial changes in existing improvements in the District and ordering the City Engineer to prepare and file a report related to annual maintenance and assessment in the District; and

WHEREAS, no new improvements or substantial changes in exiting improvements are proposed for the District; and

WHEREAS, all legal prerequisites to the adoption of this Resolution have occurred.

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

Section 1. The Recitals, as set forth above, are in all respects true and correct and are incorporated herein by reference.

Section 2. The City Engineer is hereby ordered and directed to prepare or have prepared an annual report in accordance with California Streets and Highways Code § 22565, et seq., with respect to City of Diamond Bar Landscape Assessment District 41-2021 for Fiscal Year 2024-25.

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 2nd 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 2nd day of April 2024, by the following vote:

AYES:	COUNCIL MEMBERS:
NOES:	COUNCIL MEMBERS:
ABSENT:	COUNCIL MEMBERS:
ABSTAINED:	COUNCIL MEMBERS:

Kristina Santana, City Clerk

**FOURTH AMENDMENT
TO
CONSULTANT SERVICES AGREEMENT**

This FOURTH AMENDMENT to Consultant Services Agreement ("FOURTH AMENDMENT") is made and entered into as of **April 2, 2024**, by and between the City of Diamond Bar, a municipal corporation ("City"), and **SCI Consulting Group, 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 May 5, 2020, which is incorporated herein by this reference (the "Original Agreement");

B. The City and the Consultant entered into that certain First Amendment dated as of April 6, 2021, which is incorporated herein by this reference ("First Amendment");

C. The City and the Consultant entered into that certain Second Amendment dated as of September 21, 2021, which is incorporated herein by this reference ("Second Amendment"), which Second Amendment, First Amendment, and Original Agreement collectively are referred to herein as the "Agreement"; and

D. The City and the Consultant entered into that certain Third Amendment dated as of April 4, 2023, which is incorporated herein by this reference ("Third Amendment"), which Third Amendment, Second Amendment, First Amendment, and Original Agreement collectively are referred to herein as the "Agreement"; and

E. The City and the Consultant desire to amend the Agreement as provided herein.

NOW, THEREFORE, the parties 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, First Amendment, Second Amendment, and Third Amendment is hereby amended, modified and supplemented to include the services described in 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 **July 1, 2020**, to **June 30, 2023**. The First Amendment and Second Amendment did not change the Term. The Third Amendment extended the Term to June 30, 2024. This Fourth Amendment shall extend the Term up to and including **June 30, 2025**.

4. Compensation. The total not-to-exceed compensation set forth in Section 3 of the Original Agreement, was the sum of **Fifty-two Thousand Two Hundred and Eight Dollars (\$52,208)**. The First Amendment amended Section 3 of the Original Agreement to provide for a total not-to-exceed compensation in the sum of **Sixty-Five Thousand Eight Hundred and Eight Dollars (\$65,808)**. The Second Amendment amended Section 3 of the Agreement to provide for a total not-to-exceed compensation in the sum of **Eighty Thousand Nine Hundred and Eight Dollars (\$80,908)**. The Third Amendment amended Section 3 of the Agreement to provide for a total not-to-exceed compensation in the sum of **Ninety-Nine Thousand Three Hundred and Four Dollars (\$99,304)**.

The total not-to-exceed compensation of the Agreement is hereby amended to provide for an increase of **Eighteen Thousand Nine Hundred and Fifteen Dollars (\$18,915)** so that the total not-to-exceed compensation, as amended by this Fourth Amendment, shall not exceed **One Hundred Eighteen Thousand Two Hundred Nineteen Dollars (\$118,219)** without the prior authorization of the City.

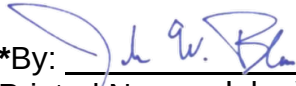
5. Integration. This Fourth Amendment and all attachments hereto (if any) integrate all of the terms and conditions mentioned herein, and supersede all prior negotiations between the parties with respect hereto. This Fourth Amendment amends, as set forth herein, the Agreement and except as specifically amended hereby, the 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 Fourth Amendment and the terms and provisions of the Agreement, the terms and provisions of this Fourth Amendment shall control.

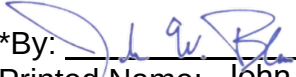
IN WITNESS hereof, the parties enter into this Fourth Amendment on the year and day first above written.

[SIGNATURE PAGE FOLLOWS]

"CONSULTANT"

SCI Consulting Group

*By: 
 Printed Name: John W. Bliss
 Title: President

*By: 
 Printed Name: John W. Bliss
 Title: Secretary

"CITY"

CITY OF DIAMOND BAR

By: _____
 Dan Fox, City Manager

ATTEST:

 Kristina Santana, City Clerk

APPROVED AS TO FORM:

 Omar Sandoval, City Attorney

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

- (1) the Chairman of the Board, the President or a Vice-President, AND (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. OR
- 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”

February 6, 2024

Hal Ghafari, P.E.
Public Works Manager/Assistant City Engineer
City of Diamond Bar
Department of Public Works
21810 Copley Drive
Diamond Bar, California 91765

Re: Proposal for One-Year Extension of Assessment Engineering Services Agreement

Dear Hal:

SCI Consulting Group ("SCI") is pleased to submit, for your review, our proposal for a one-year extension of our existing agreement to provide Assessment Engineering Services to the City of Diamond Bar ("City"). We have provided these services to the City since the Fiscal Year 2015-16 financial cycle, and we appreciate your consideration to continue providing these services. Attached are the scope of services and fee schedule for your consideration.

The scope of services within this proposal includes the continued annual Engineer's Reports and levy administration of three assessment districts:

- Maintenance District 38: 18,449 parcels
- Maintenance District 39: 1,246 parcels
- Maintenance District 41: 554 parcels

Serving California public agencies since 1985, we clearly understand these special levies provide vital funding to the City and that the City is seeking to retain the services of a professional levy administration firm to ensure accurate, legally compliant and successful collection of these important revenues. The annual continuance of these special levies is not automatic. It involves important technical, procedural elements and legal requirements each year including the preparation of the annual Engineer's Report. Our commitment is to provide these comprehensive services and minimize the time and resources of the City.

We respectfully offer the following for your consideration:

MOST COMPREHENSIVE LEVY ADMINISTRATION SCOPE The administration of the City's special levies is a very important fiduciary responsibility that should entail significant effort to ensure that the special levies are collected accurately and defensibly. Through the process of designing and establishing many new post-Proposition 218 benefit assessments, we have gained unparalleled and comprehensive Proposition 218 data flow and compliance expertise.

EXISTING LEVY OPTIMIZATION EXPERTISE As noted, SCI Consulting Group's primary expertise is the levy administration of assessments, fees, charges and special taxes for public agencies. With over 35 years of experience in this specialized field, we have never missed a levy submission deadline and have an unparalleled track record of finding additional revenues for agency levies that were previously administered by another firm. In fact, in nearly every case in which SCI has begun to administer special levies that were previously handled by another firm or public agency;

we have often uncovered significant additional revenues due to incorrect previous amounts or missing parcels that should be subject to the levies.

BENEFIT ASSESSMENT SUCCESS AND EXPERTISE With over 35 years of experience in this specialized field, we are proud of our industry-leading record of success with assisting public agencies with increasing their revenues. For agency-wide revenue measures which include a survey, SCI has a success rate of over 91% with over 140 successful ballot measures.

COLLECTIVE LEGAL EXPERTISE SCI has also gained considerable and unmatched advantage from the collective input of most of the State's leading Proposition 218 specialized attorneys with whom we worked on formations, and on the continued justification of the over 140 post-Proposition 218 agency-wide assessments we created and annually reauthorize.

KNOWLEDGE OF CITY OF DIAMOND BAR AND LOS ANGELES COUNTY We have worked extensively with the City of Diamond over the last 5 years, and throughout Los Angeles County including local cities and districts. Further, we currently provide, or have provided, consulting services to the following agencies within Los Angeles County:

- Greater Los Angeles County Vector Control District
- San Gabriel Valley Mosquito and Vector Control District
- Cities of Avalon, Diamond Bar, Long Beach, Los Angeles, Palmdale, Temple City, and West Hollywood
- Claremont, Culver City, Duarte, Glendale, and Las Virgenes School Districts

UNMATCHED ABILITY TO HANDLE LARGE AREA/COMPLEX LEVIES SCI has successfully formed more agency-wide benefit assessments than all other firms in the State, combined. This is further evidence of our ability to form and administer large levy assessments. These include new assessments covering all parcels in Alameda, Orange, San Diego, San Joaquin, San Mateo, and Santa Clara Counties.

UNMATCHED TECHNICAL CAPABILITIES Every person in our firm, aside from our administrative staff, is a database expert. We have developed in-house, specialized programs to improve our levy administration services. We are also GIS and mapping experts. We invite you to compare, or better yet test our database and technical expertise with the staff from any other firm.

LOW OVERHEAD/LOW COST PROVIDER We understand that levy administration services must be provided cost-effectively, particularly to keep the City's costs within budget constraints. For this reason, we maintain the lowest overhead and leanest structure in the industry. While other firms maintain multiple offices, hierarchical administration and much higher overhead costs, we operate more effectively and with much lower overhead out of one central office located in an economically favorable business area.

UNMATCHED RESPONSIVENESS AND CUSTOMER SERVICE We invite you to call our toll-free property owner assistance line at (800) 273-5167 and compare our level of service and responsiveness with any other firm. We answer calls directly with knowledgeable levy administration staff. We

also provide the highest level of customer service and responsiveness for all our clients, including responding to all of our clients within the same day.

PROFESSIONAL SERVICES AGREEMENT SCI has reviewed the agreement template and agrees to all terms and conditions without exception.

STATEMENT CERTIFYING INSURANCE COVERAGE SCI certifies that the required insurance coverage will be obtained, and we understand said coverage is a prerequisite for entering into an agreement with the City.

We look forward to this opportunity to assist the City with this important project and stand ready to proceed. If selected, we intend to enter into a binding Agreement with the City as described in this RFP. This proposal is valid for 120 days. If you have any questions or require additional information, please do not hesitate to contact me. I can be reached at (707) 430-4300 or via email at edric.kwan@sci-cg.com.

Sincerely,



Edric Kwan, P.E.
Senior Vice President

SCOPE OF SERVICES

This section outlines the comprehensive levy administration, assessment engineering services and other responsibilities SCI would perform throughout the fiscal year as the levy administrator for the City.

DEFINITIONS

City:	City of Diamond Bar, its staff, legal counsel, and its City Council
Council:	City of Diamond Bar City Council
Levies:	Landscape Maintenance District Nos. 38, 39 and 41
SCI:	SCI Consulting Group
Administration:	Services related to the determination, levy, and collection of the assessments and other special levies

PRELIMINARY LEVY DATA ANALYSIS

1. Conduct project kickoff meeting with City staff, legal counsel, and other individuals as needed to establish timeline, assist with development of budgets, review parcel data, and accomplish other tasks related to administration of the levies.
2. Obtain current assessor data from the County Assessor and other sources for all parcels within the City and merge with SCI's statewide internal parcel data.
3. Create a complete and highly accurate database including every parcel in each assessment district with the parcel attributes necessary for calculating the levies. Research and obtain all property characteristics that are needed to properly calculate the correct levy amount, including, for instance, location, residential units, building square footage, land use, and land area.
4. Use the tax roll from the previous fiscal year and structure this historical levy submittal data so it can be used to help compare and analyze the levies.
5. On a parcel-by-parcel basis, calculate the specific levy amounts for each parcel based on February or March Assessor data.
6. Research changes in property data, usage, valuations, and levy changes from the previous year for all parcels within each District. Flag all parcels that require research to determine the appropriate levy.
7. In conjunction with the City, prepare budget worksheets for the assessments for City staff use. The budget workbook shall include projected expenditures provided by the City and projected revenues provided by SCI.
8. Review the budget and cost estimate with the City for the assessments and finalize the budget after incorporating City input.
9. Assist with the preparation of information that may be included in staff reports.

ASSESSMENT ENGINEERING AND ENGINEER'S REPORTS

1. Carefully evaluate all Proposition 218 developments and legal issues that may have bearing on the City's assessment districts. Make recommendations for upgrades to improve compliance with Proposition 218 and other requirements.

Review proposed upgrades with the City and other parties and incorporate comments as appropriate.

2. If significant changes are needed to the Engineer's Reports:
 - a. Prepare comprehensive draft Preliminary Engineer's Reports for the Assessment Districts including historical information, the basis of the assessment, the method of levy, the revenues raised and uses of the funds, and the assessment amount for each parcel. The Engineer's Reports will be prepared by Edric Kwan, a licensed professional engineer certified in the State of California.
 - b. Provide draft copies of the Preliminary Engineer's Reports to the City and review the Reports with the City. Provide one electronic copy of the Preliminary Engineer's Reports for the City.
 - c. As necessary, incorporate comments and suggestions through the preliminary approval.
 - d. Provide electronic copies of the Final Engineer's Reports with the City.
3. Prepare all needed resolutions and staff reports for the Assessments.
4. Prepare and assist with the publication of any notices for the continuation of the Assessments.
5. Attend and participate in Council meetings at which the Preliminary Engineer's Reports and the Final Engineer's Reports are approved and the public hearing is held, as needed.

DETERMINATION AND SUBMITTAL OF FINAL LEVIES AND QUALITY CONTROL

1. After the close of each fiscal year on June 30, create new levy rolls based upon the final lien roll Assessor data.
2. Identify all new or changed parcels that may require an updated or new levy calculation.
3. Research and update all property characteristics that may affect the levy amounts for each parcel.
4. Recalculate the final levies on a parcel-by-parcel basis.
5. Conduct over 50 checks and validation queries on each parcel to identify any parcels that may require additional research to confirm the appropriate levy amount.
6. Perform a comprehensive internal peer review of all levy calculations.
7. Perform a full management review and quality assurance audit of final levies.
8. Prepare the final levy roll for each levy listing parcel number, owner name, property address, and levy amount for each Assessor Parcel. Prepare electronic levy rolls sorted by Assessor Parcel Number and owner's name.
9. Meet County Tax Collector levy roll submission requirements and perform tasks needed to submit the special levies.
10. File approved levies with the County Tax Collector for inclusion of the levies upcoming fiscal year tax bills.
11. Verify and validate Tax Collector's levy data prior to the printing of tax bills.

RESPONDING TO PUBLIC INQUIRIES AND APPEALS

1. Provide the County Tax Collector and the City with our property owner inquiry line at (800) 273-5167 so property owners can directly contact SCI Consulting

- Group throughout the fiscal year with questions regarding any specific levy administered by SCI.
2. Provide the County Tax Collector with a summary and overview of the levies for internal staff use, if necessary.
 3. Throughout the fiscal year, research and, if necessary, revise any levies that property owners consider to be based upon incorrect information being used to apply the method of determination of the levy. (It should be noted that, due to our comprehensive levy validation procedures, actual revisions are very minimal, if any.)
 4. If any property owners appeal a levy for their property, SCI shall research the levy amount and basis for appeal and shall make a recommendation and finding for the City. In the event that the City finds that a levy should be adjusted, SCI will adjust the levy according to the City's final determination. (such appeals are very rare.)
 5. For any property owner appeals, SCI will coordinate with the City and property owners as appropriate.

DELIVERABLES

1. Resolutions, Preliminary and Final Engineer's Reports as needed, Auditor's Reports, notices, draft staff reports, and other supporting documents for the continuation of the Assessments. Updated Assessment Boundary Diagrams and maps, as needed.
2. Assistance with the public meetings and hearings for the continuation of the Assessments.
3. Final levy rolls for inclusion on the fiscal year tax roll.
4. Forms and certifications required by the County Tax Collector.
5. Letter certifying confirmation of the final levy amounts.

FEE SCHEDULE

Fee Proposal			
SCI CONSULTING GROUP CITY OF DIAMOND BAR One-Year Extension for Assessment Engineering Services February 2024			
Assigned staff:	Edric Kwan	Kyle Tankard	
Classification:	Senior Vice President	Senior Consultant	Support Staff
Fully Loaded Hourly Rate for FY 2020-21:	\$210	\$155	\$65

Resource Requirements				Total Hours
Annual Assessment Engineering Services (FY20-21)	16	76	12	104

Fee Proposal					
	<u>FY 2020-21</u>	<u>FY 2021-22</u>	<u>FY 2022-23</u>	<u>FY 2023-24</u>	<u>FY 2024-25</u>
Annual Fee	\$15,920	\$16,398	\$16,890	\$17,396	\$17,915
Incidental Costs (n-t-e)	\$1,000	\$1,000	\$1,000	\$1,000	\$1,000
Proposed Not-to-Exceed Cost	\$16,920	\$17,398	\$17,890	\$18,396	\$18,915

Additional Information:

- A. Annual Fees are proposed as fixed fees payable each fiscal year as noted below
 - 50% of the annual fees shall be due August 15
 - Remaining 50% shall be due on January 15
- B. Incidental Expenses:
 - Costs for property data, travel and other out-of-pocket expenses
 - Shall be billed as incurred
 - Total costs shall not exceed the amount shown without prior authorization from the City
- C. Scope includes attendance at 1 Council meeting
 - Additional meetings shall be reimbursed at \$1,050 per consultant per meeting, plus expenses
- D. Hourly Rates are increased 3% per year
- E. Additional years are subject to a 3% annual cost increase

Exhibit A-1

Landscape Assessment District No. 38 Map

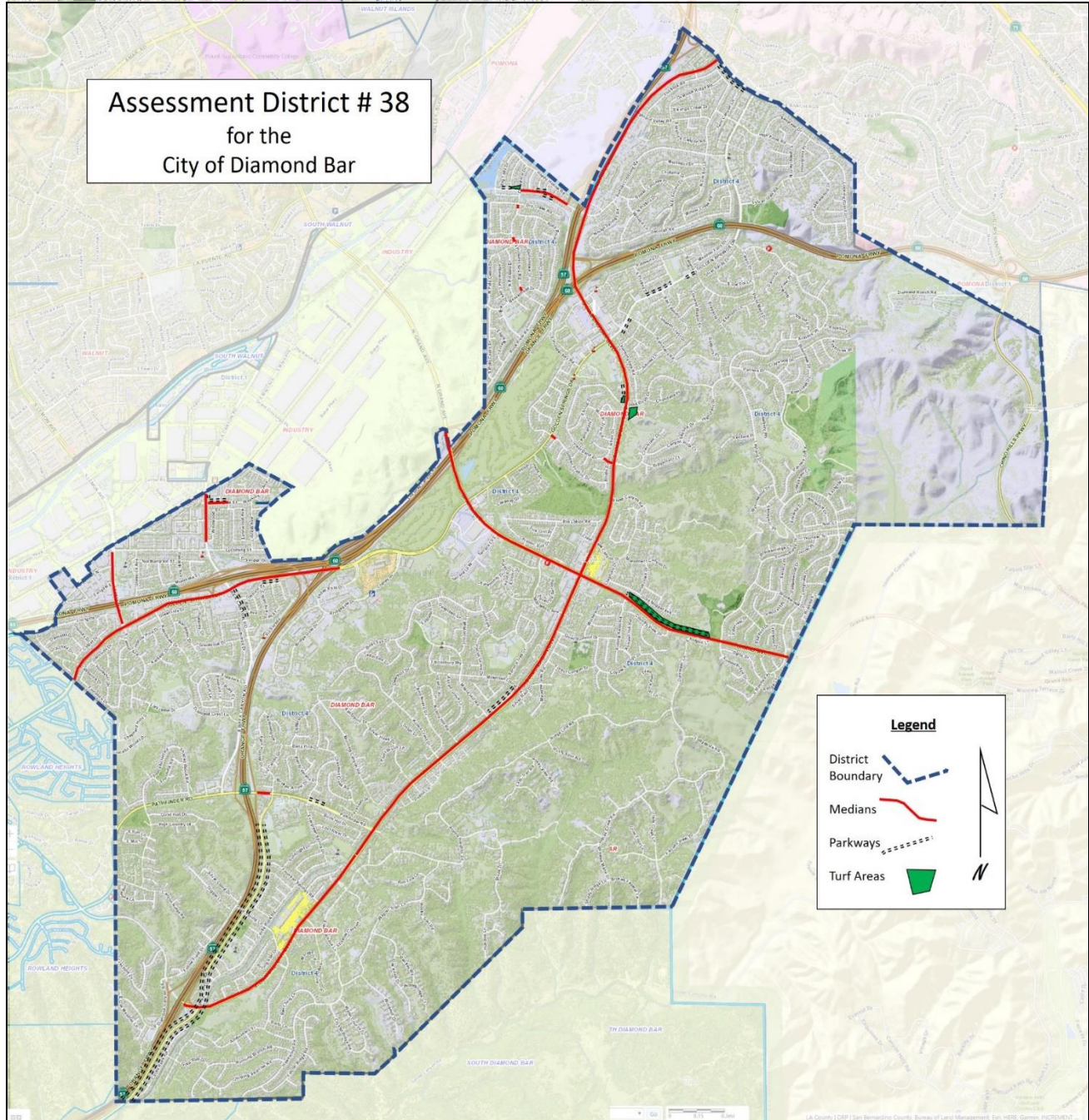


Exhibit A-2

Landscape Assessment District No. 39-2022 Map

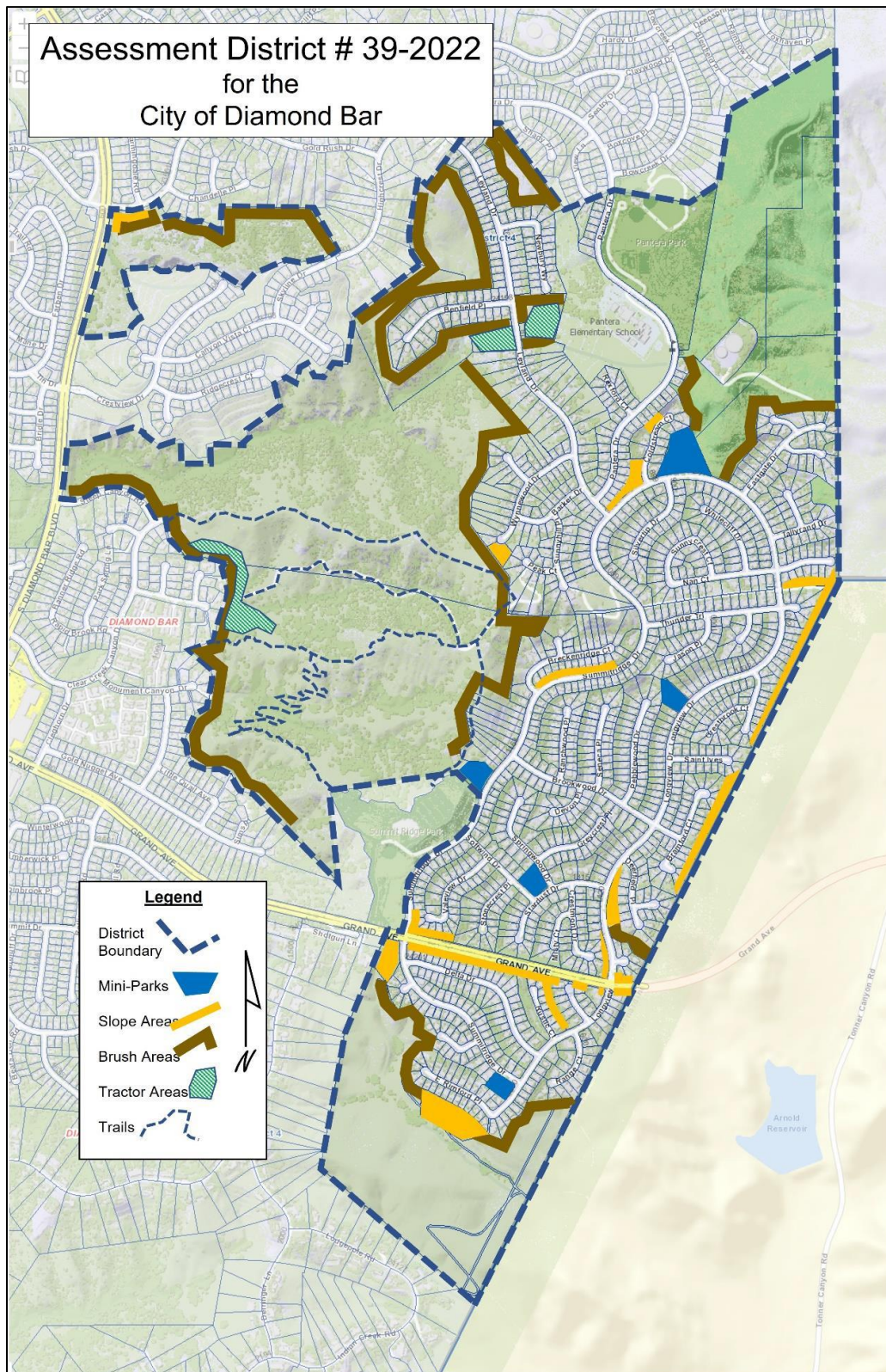
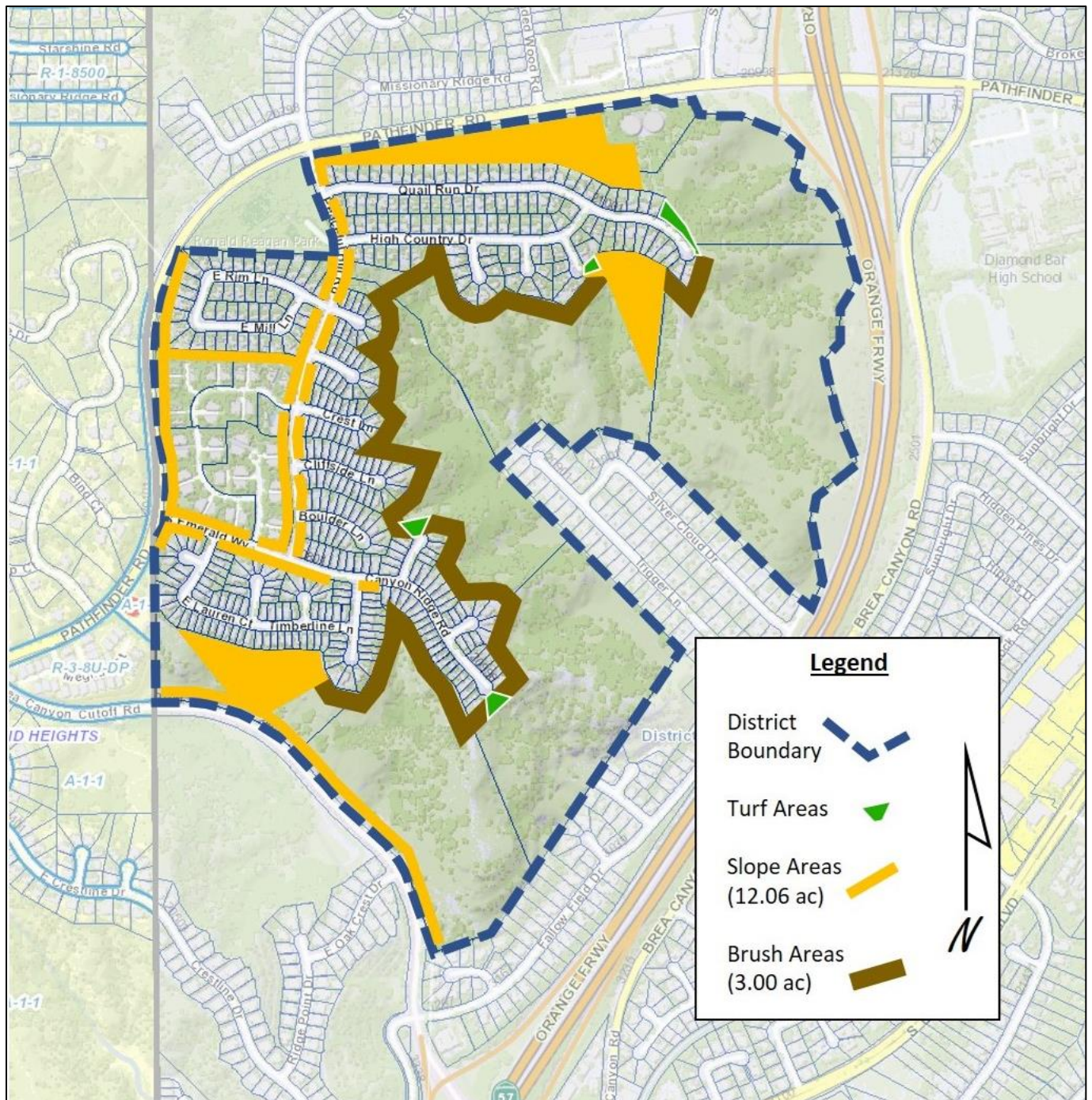


Exhibit A-3

Landscape Assessment District No. 41-2021 Map



Agenda #: 7.1
Meeting Date: April 2, 2024



CITY COUNCIL

AGENDA REPORT

TO: Honorable Mayor and Members of the City Council
FROM: Daniel Fox, City Manager
TITLE: **PRESENTATION OF 2023 PUBLIC SAFETY ANNUAL REPORT.**
STRATEGIC GOAL: *Safe, Sustainable & Healthy Community*

RECOMMENDATION:

Receive presentation.

FINANCIAL IMPACT:

None.

BACKGROUND:

Since incorporation, Diamond Bar has partnered with the Los Angeles County Fire Department for fire and emergency medical response services and the Los Angeles County Sheriff's Department for law enforcement services. The City also has a longstanding contractual relationship with Inland Valley Humane Society (IVHS) to provide animal care and control services. The Public Safety Annual Report (Attachment 1) provides the City Council with a detailed overview of programming and statistics for each agency in calendar year 2023. The report was presented to the City Council Public Safety Committee on March 20, 2024. The analysis below is a brief summary of the report's contents.

ANALYSIS:

Inland Valley Humane Society (IVHS)

In 2023, IVHS responded to 1,707 service calls, adopted out 177 dogs and cats to Diamond Bar homes, and cited 117 violations of City animal ordinances.

Los Angeles County Fire Department

In 2023, Diamond Bar fire stations responded to 3,618 incidents, including 41 fires and 2,633 rescue/emergency medical services calls. The Department also provides fire prevention programs and training and other education/engagement opportunities, including:

- Annual Tonner Canyon Wildland Fire Training Exercise (SOLAR)
- Annual Brush Clearance Inspection Program
- Community Emergency Response Team (CERT)
- Ready, Set, Go!
- F.I.R.E. (Family Instructions for Rapid Escape)
- Hands-Only CPR
- Safe Surrender
- Explorer Program
- Junior Lifeguard Program/Water Watcher
- Sirens of Silence
- Women's Fire and Lifeguard Prep Academies
- Girls' Fire Camp

Los Angeles County Sheriff's Department

In 2023, the Sheriff's Department fielded 10,018 calls for service in Diamond Bar. Total Part 1 Crime increased 2.4% when compared with 2022. Part 1 Violent Crime decreased by 26.1% with 24 fewer incidents. Part 1 Property Crime increased by 3.2% with 31 additional incidents.

The Sheriff's Department continues to partner with the City on a number of supplemental initiatives, including special operations, burglary suppression patrols and undercover operations as well as education, engagement, and outreach. The Department also partners with the City to offer public outreach and engagement programs like Neighborhood Watch and Coffee With a Cop.

PREPARED BY:

Ryan McLean

Ryan McLean, Assistant City Manager

4/2/2024

REVIEWED BY:

Ryan McLean
Ryan McLean, Assistant City Manager

3/20/2024

Kristina Santana
Kristina Santana, City Clerk

3/20/2024

Daniel Fox
Daniel Fox, City Manager

3/28/2024

Attachments:

1. 7.1.a Public Safety Annual Report - 2023

2023

Annual Public Safety Report



diamondbarca.gov

CITY OF DIAMOND BAR

PUBLIC SAFETY ANNUAL REPORT - 2023

Table of Contents

Introduction _____	1
INLAND VALLEY HUMANE SOCIETY& S.P.C.A. _____	2
IVHS Objectives _____	2
Animal Control _____	2
Adoptions _____	3
Licensing _____	3
Low-Cost Veterinary Services _____	3
Community Outreach _____	4
IVHS Statistics – One Year Comparison _____	4
LOS ANGELES COUNTY FIRE DEPARTMENT _____	7
Fire Stations _____	7
East County Administrative Office _____	7
Personnel _____	8
Fire Department Statistics _____	8
Fire Prevention and Preparedness Programs _____	9
Multi-Jurisdictional Wildland Fire Preparation (San Bernardino, Orange, Los Angeles, Riverside - SOLAR) _____	9
_____ Error! Bookmark not defined.	
Annual Brush Clearance Inspection Program _____	10
Community Emergency Response Team _____	10
Ready, Set, Go! _____	11
Family Instructions for Rapid Escape (F.I.R.E) _____	11
Hands-Only CPR _____	12
Safe Surrender _____	12
Explorer Program _____	13
Women's Fire Academy (WFPA) _____	14
Girls' Fire Camp _____	13
Junior Lifeguard Program _____	13
Access to Water Activities and Readiness Education (AWARE) _____	Error! Bookmark not defined.

LOS ANGELES COUNTY SHERIFF'S DEPARTMENT	14
Contract Law Enforcement Program	14
Diamond Bar/Walnut Station	15
Expenditures	15
Law Enforcement Deployment and Volunteers	15
Personnel	15
Volunteers on Patrol	16
Crime Statistics Analysis	17
2023 Part 1 Crime Statistics Summary	19
Historical Comparison	22
Five Year Comparison (2019-2023)	26
Traffic Statistics	28
Crime Prevention, Outreach and Advocacy	31
Special Operations	31
Flock Safety Automatic License Plate Reader Cameras	31
Let's Talk Public Safety Program	32
Neighborhood Watch	32
Coffee with a Cop	32
Safety Speak Blog	33
Public Safety Tip Sheets	33
Report for Reward	33

City of Diamond Bar

21810 Copley Drive
Diamond Bar, CA 91765

(909) 839-7000

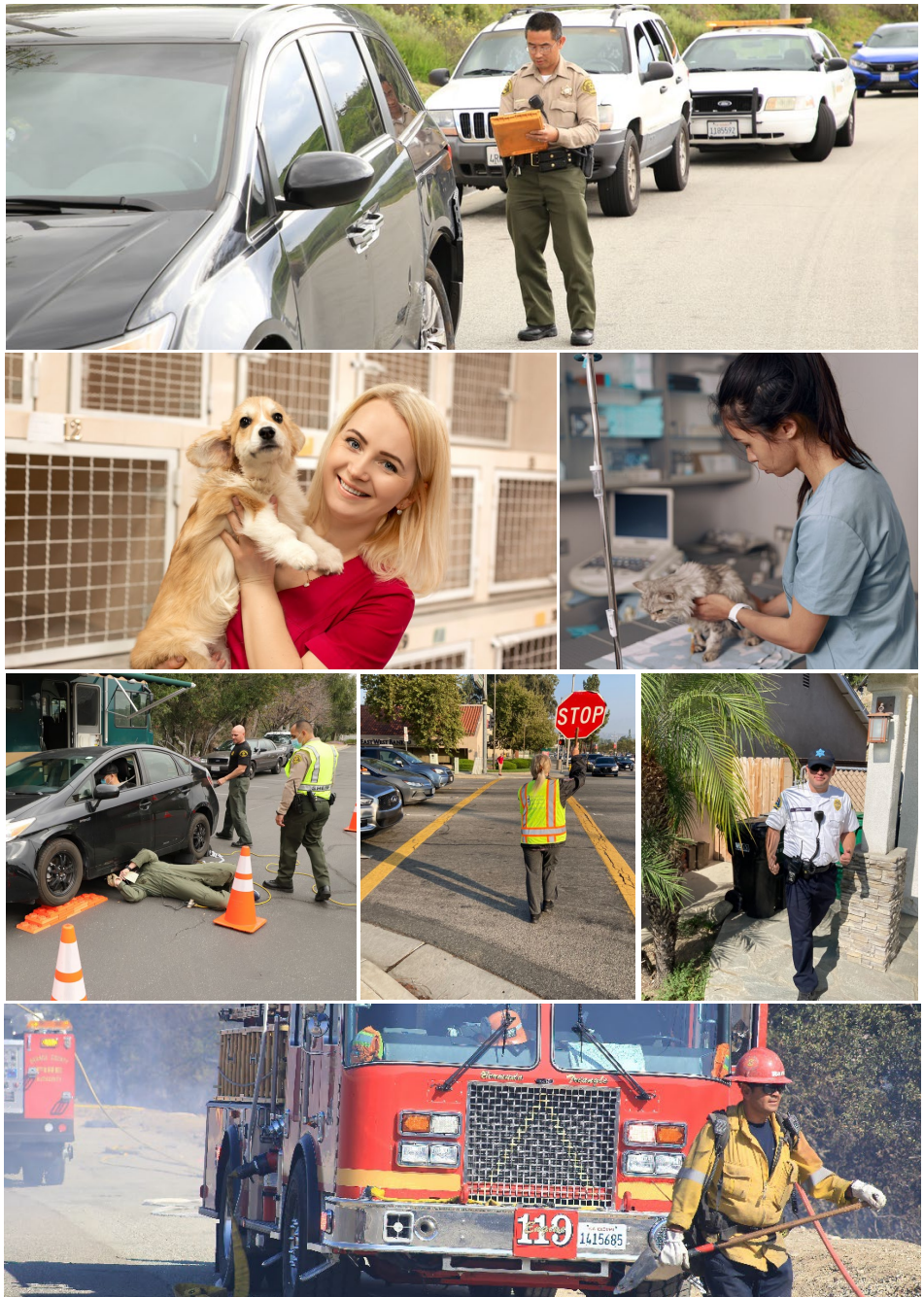
info@diamondbarca.gov

diamondbarca.gov

Introduction

Since incorporation, the City Council has made public safety its top priority, a commitment that has resulted in Diamond Bar's standing as one of the safest communities in the San Gabriel Valley.

This report provides background and analysis of the City's animal control, fire protection, and law enforcement programs.



INLAND VALLEY HUMANE SOCIETY & S.P.C.A.

The Inland Valley Humane Society & S.P.C.A. (IVHS) is a nonprofit organization that provides animal care and control services under contract to Diamond Bar and 11 other cities and unincorporated areas of San Bernardino County. IVHS headquarters in Pomona is located within approximately one mile of the city's border, offering convenient access for Diamond Bar pet owners and rapid response to local enforcement and nuisance-abatement issues.

The City's annual service contract cost for Fiscal Year 2023-24 is \$544,256. This is offset by licensing and related service fees from gross service costs, bringing the annual total to \$457,500 for Fiscal Year 2023-24. Costs vary from year to year based on changes in license fee revenue collected, percentage of IVHS services consumed by residents, and any changes to the City's animal license fee schedule.

IVHS Objectives



Provide a safe refuge for all sick, injured, abused, and abandoned animals that have no other alternatives.



Foster compassion for all living things through education and outreach.



Promote the health and wellness of all pets in our community by providing accessible and affordable veterinary care.



Reduce pet overpopulation.

Animal Control

IVHS animal control officers and personnel enforce the City's animal-related ordinances, prevent cruelty by advocating and enforcing state animal protection laws, and investigate nuisance animals. They also are tasked with rescuing wild and domestic animals, providing medical care, shelter, and food when necessary.



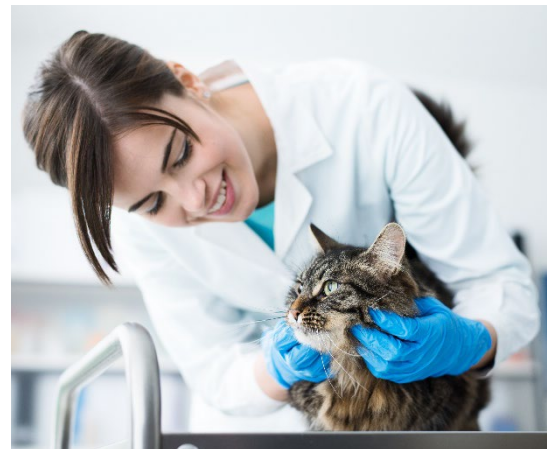


Adoptions

IVHS leads the community in finding homes for all adoptable pets. In 2015, IVHS launched the "Getting to Zero" campaign, a robust adoption outreach plan with the goal of saving every adoptable pet in their care. The adoption program features active social media and internet-based outreach efforts that have resulted in increased adoptions for the last several years. IVHS got to zero euthanasia of healthy, adoptable pets in 2017, and has continued that same sheltering and life-saving practice today. All pets adopted through IVHS are provided with free food through its partnership with Royal Canin, two weeks post-adoption veterinary care through its partnership with VCA, and if having behavioral problems IVHS provides scholarship for Good Pups online training. To assist pet owners that must unfortunately relinquish their animal, IVHS offers the "Home-to-Home" program, an easy to use direct-to-adopter opportunity that allows animals to be re-homed without having to enter the shelter.

Licensing

IVHS is responsible for issuing dog and cat licenses and collecting licensing revenue in the city. Licensing of dogs four months and older is required by state law. To better streamline licensing, IVHS partnered with DocuPet for new licenses and renewals. The DocuPet portal also allows residents to have a simple and nationally recognized website that provides a one-stop shop for licenses and customizable pet tags that can be used to reunify pets with their families.



Low-Cost Veterinary Services

IVHS opened its state-of-the-art Alex and Elisabeth Lewyt Medical Center in January 2023, and provides Diamond Bar pet owners the opportunity for low-cost spay/neuter and vaccine appointments, and other pet wellness needs. In addition, all animals are spayed or neutered, microchipped, de-wormed, and treated for fleas and ticks prior to adoption.

To reduce the growing number of cats, chihuahuas, and pit bulls that enter shelters each year, IVHS provides low-cost spay/neuter services under the "Big Meow", "Chihuahua Challenge", and "Pit Stop" programs, which are open to Diamond Bar residents at a reduced rate.

Community Outreach

IVHS offers a number of public engagement programs to Diamond Bar residents of all ages, including participation at City special events like the annual Halloween Party, special school presentations, pet therapy visits, and facility tours.

IVHS Statistics – One Year Comparison

Total Service Calls

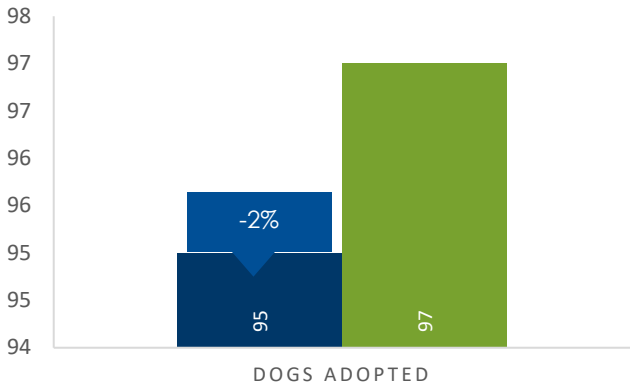
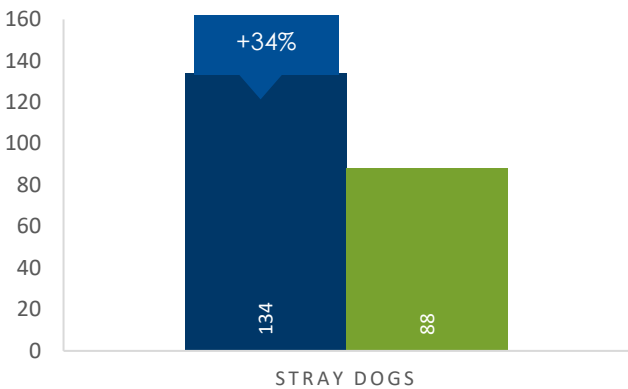
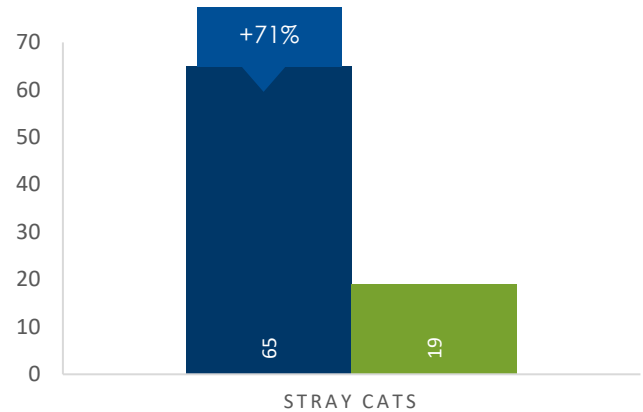


Service Time in Hours



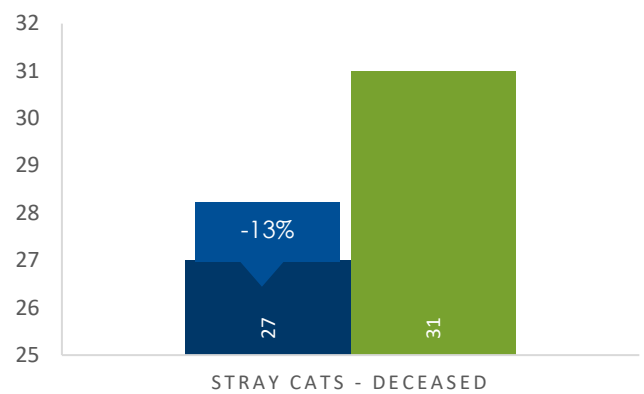
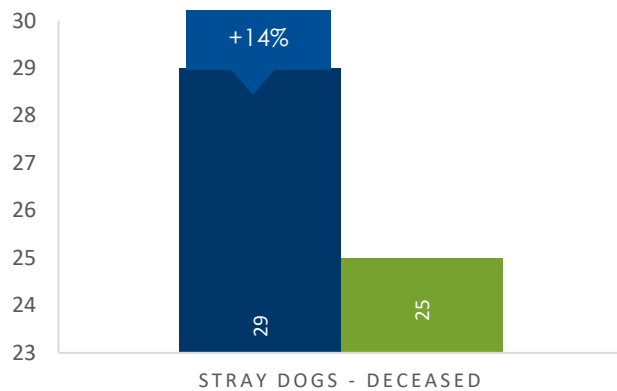
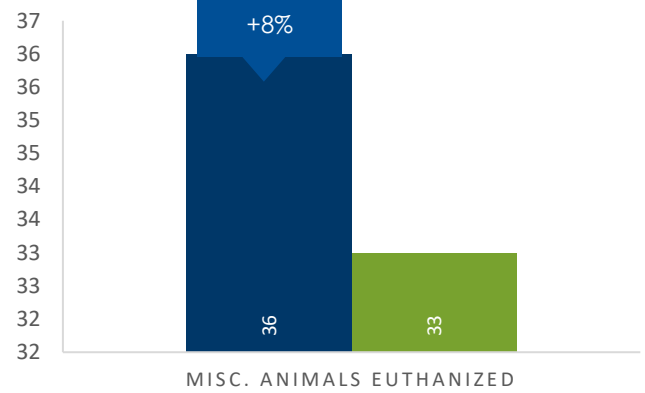
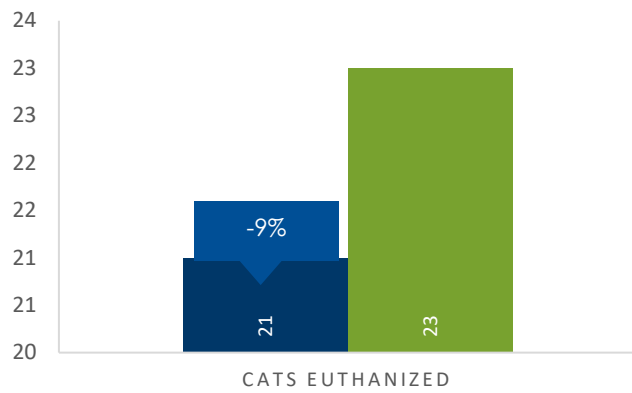
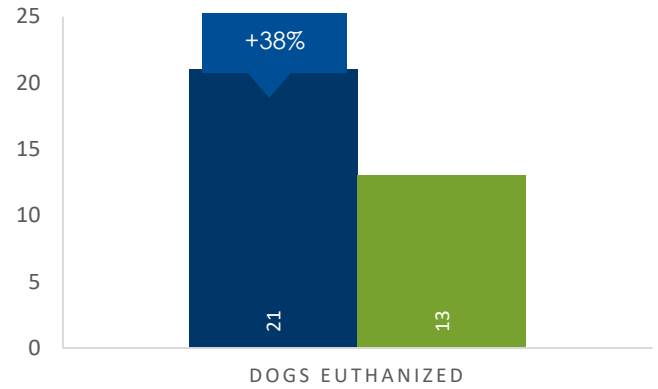
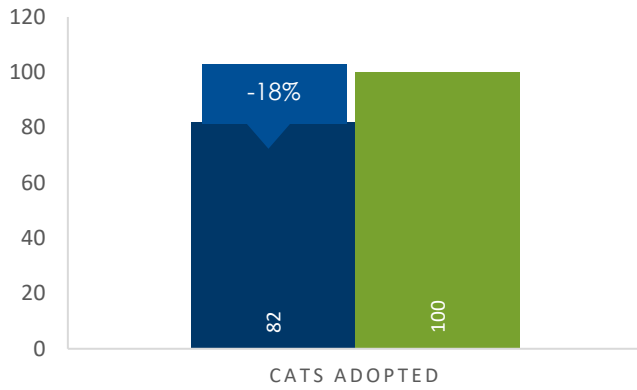
IVHS One Year Comparison

2023 2022



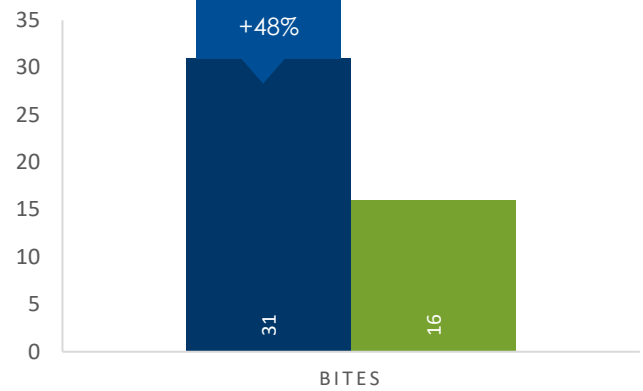
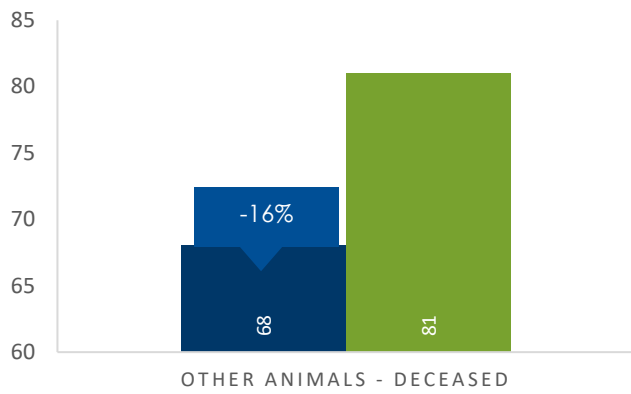
IVHS One Year Comparison

2023 2022



IVHS One Year Comparison

2023 2022



LOS ANGELES COUNTY FIRE DEPARTMENT

The City is served by the Los Angeles County Fire Department under the Consolidated Fire Protection District. The District, which is funded through annual property tax assessment levied by Los Angeles County, provides fire protection and prevention and emergency medical services to City residents and business owners. The District serves 59 of the County's 88 cities.

Of the base 1% property tax collected on assessed property values, approximately 16.94% of those collections are distributed directly to the Fire District to be used consistent with the budget approved by the Los Angeles County Board of Supervisors.

Fire Stations



Station 119

20480 East Pathfinder Rd.

- Engine 119
- Squad 119



Station 120 (Battalion HQ)

1051 South Grand Ave.

- Engine 120
- Water Tender 120
- Patrol 120



Station 121

346 Armitos Place

- Engine 121



East County Administrative Office

The City is home to the Los Angeles County Fire Department East County Administrative Office (ECAO), which is housed in the former Diamond Bar Library building. ECAO brings many key

department personnel to Diamond Bar, including the Assistant Fire Chief, Fire Prevention Captain, inspectors, and plan checker, Community Services Liaison, Division Secretary, Nurse Educator, and construction and maintenance staff, providing convenient customer service to residents and businesses.

Personnel

Acting Assistant Fire Chief Dustin Robertson oversees eighteen fire stations, three of which are in the City of Diamond Bar. Under Chief Robertson's direction, three Battalion Chiefs are assigned and responsible for overseeing Diamond Bar fire station operations. The Diamond Bar stations are staffed with the following positions:

3

Battalion Chiefs

36

Firefighters

1

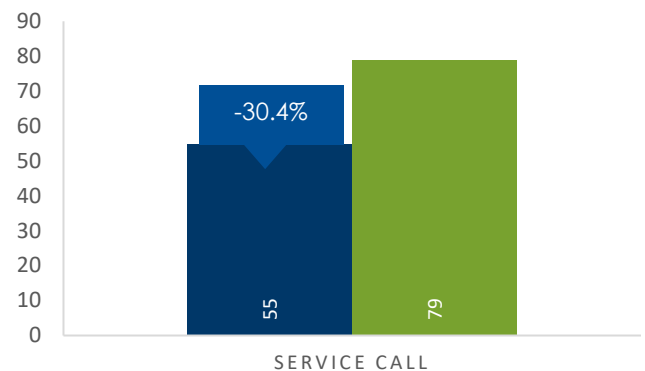
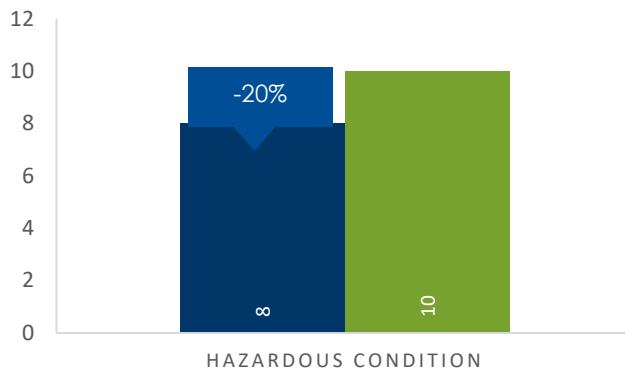
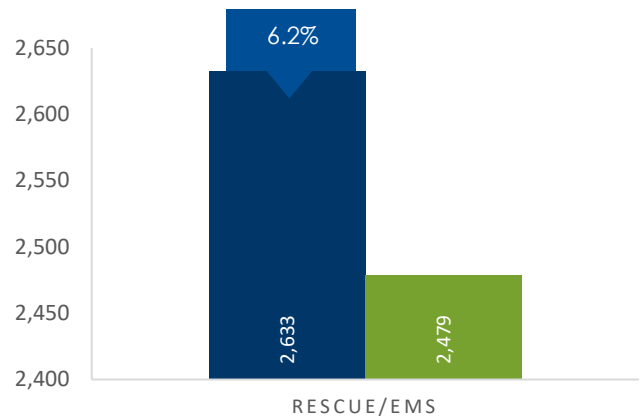
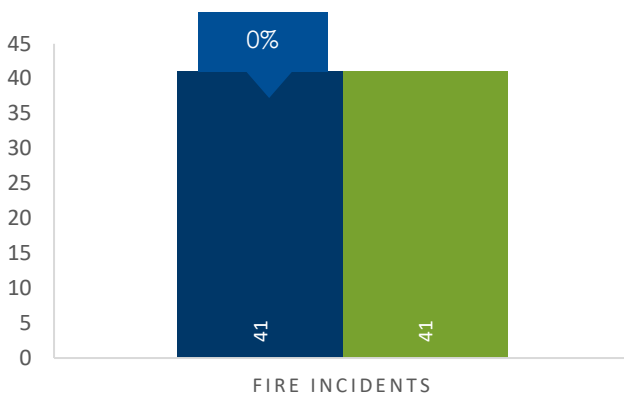
Community
Services Liaison

Fire Department Statistics

Fire Dept. One Year Comparison

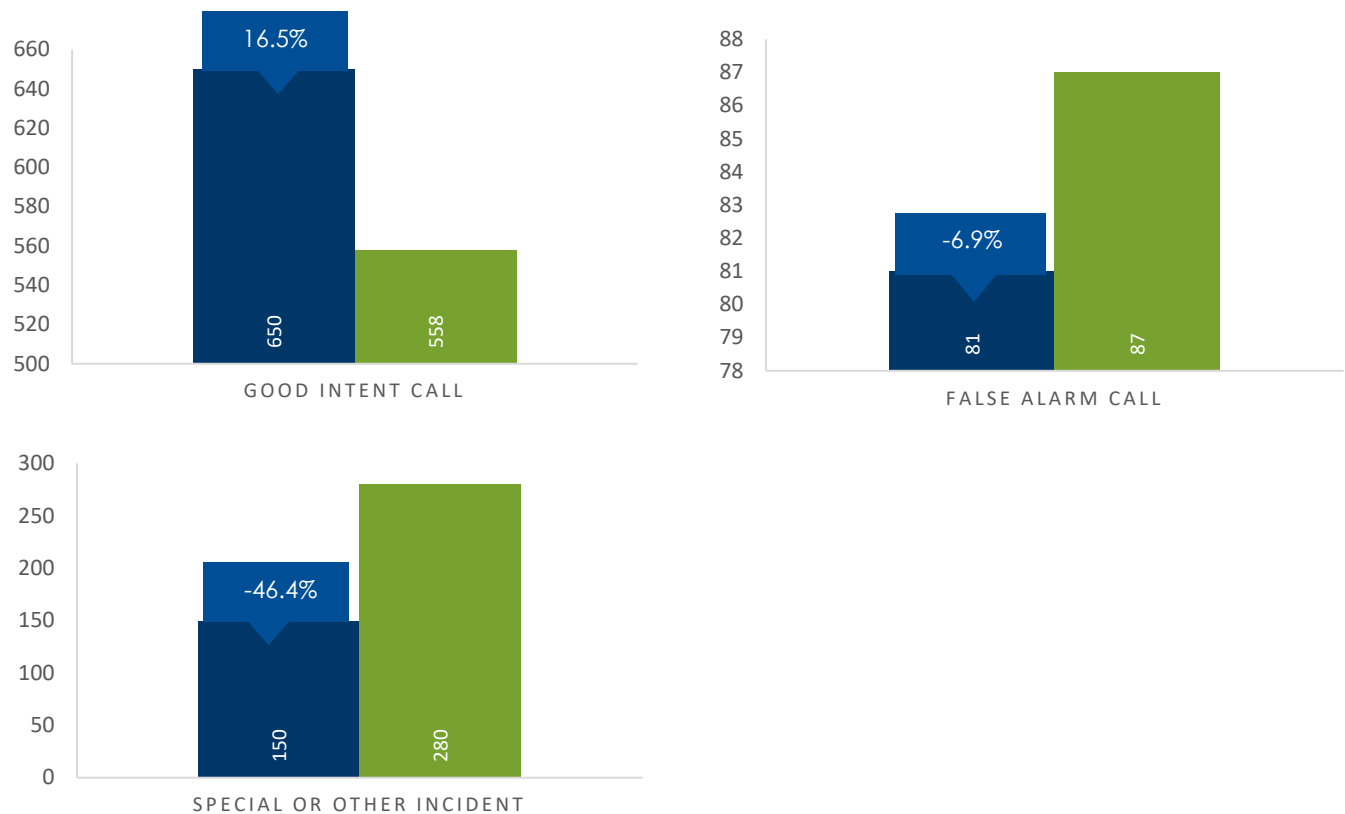
2023
2022

Incidents



Fire Dept. One Year Comparison

2023 2022



Fire Prevention and Preparedness Programs

The Los Angeles County Fire Department remains engaged with the community, promoting fire and emergency preparedness through a number of outreach programs.

Multi-Jurisdictional Wildland Fire Preparation (San Bernardino, Orange, Los Angeles, Riverside - SOLAR)

On a quarterly basis, SOLAR fire agencies gather to enhance communication and partnerships in wildfire preparedness in Tonner Canyon. Tonner Canyon is a shared geographical area for the affected fire agencies.

Following the 2008 Freeway Complex Fire, the affected fire agencies met to discuss lessons learned. As a result, they formed a mutual threat working group to address protocols, communication skills, mutual and automatic aid agreements, pre-attack plans and improve unified commands.

Meetings of the SOLAR agencies provide an opportunity to collaborate on a plan of action with numerous incident commanders based on one unified command.



Annual Brush Clearance Inspection Program

The Brush Clearance Program is a joint effort between the Fire Department, the County of Los Angeles Department of Agricultural Commissioner/Weights and Measures, and the Weed Abatement Division.

The Fire Department's Brush Clearance Unit (BCU) enforces the Fire Code as it relates to brush clearance on improved parcels. The BCU works closely with all county fire stations, coordinating inspections, providing training for fire station personnel and to support station compliance efforts.

On May 1 of each year, Diamond Bar Fire Stations begin annual brush clearance (defensible space) inspections, focusing on designated brush areas and high fire severity zones within the City. Required clearance of native vegetation and properly maintained ornamental vegetation is the first line of defense against wildfire.

Conscientious efforts on behalf of the property owner to comply with Fire Department requirements will greatly reduce the chances of fire spreading onto property. In 2023, over 3,500 inspections were conducted in Diamond Bar.

Diamond Bar Stations look forward to working with homeowners to ensure the risk of fire hazard is reduced on their property. The Fire Department's website fire.lacounty.gov offers additional information and resources regarding annual brush inspections.

Community Emergency Response Team

Following a major disaster, fire and rescue resources may be unable to immediately respond to all those in need. In such a crisis, it will be neighbors assisting neighbors until emergency response personnel can arrive.

Community Emergency Response Team (CERT) training provides residents with the skills and tools necessary to take care of themselves, their families, neighbors, and coworkers in the event of a disaster.



The Fire Department offers free, FEMA-approved 20-hour CERT training to the communities served. Classes educate residents on hazards that may impact their area, and basic disaster response skills such as fire safety, light search and rescue, team organization, and disaster medical operations. Upon completion of the course, CERT members are better prepared to assist those in their home, neighborhood or workplace following an event when professional responders are not immediately available to help. It is important to note that CERT volunteers do not work for the Los Angeles County Fire Department.



Ready, Set, Go!

Los Angeles County is one of the most beautiful places to live, but for those living in “wildland urban interface areas,” it does not come without risks. Drought and insect infestation has made fire season year-round and increased the ever-growing number of wildfires.

The Fire Department, along with partnering agencies, stand ready to quickly respond to contain wildfires, utilizing firefighting resources from the air and ground to help protect residents and property from wildfire. The Ready! Set! Go! Program was created to provide residents with critical information on creating defensible space around the home, retrofitting the home with fire-resistant materials, and preparing residents to safely evacuate well ahead of a wildfire.

Local fire stations encourage Diamond Bar residents living in brush areas and high fire severity zones to be ready and prepared by taking time to review the Ready! Set! Go! Program. To download a copy of the Ready! Set! Go! brochure, residents are encouraged to visit fire.lacounty.gov.

Family Instructions for Rapid Escape (F.I.R.E)

Each year in this country there are over 380,000 residential fires, causing more than 2,700 deaths and 12,000 injuries. Kids are at greatest risk for death or injury in these fires. With recent changes to home construction and furnishings, today’s fires burn hotter, spread faster, and churn out more toxic gases than ever before. In the past, residents had about 17 minutes to escape a house fire once their smoke alarm activated, but today that time has dropped to three minutes or less.



To help address the problem of fatal fires, the Los Angeles County Fire Department, is introducing a unique, new fire safety public education program called Family Instructions for Rapid Escape or F.I.R.E.

The guide provides simple steps on how to make a home “F.I.R.E.” ready, teaching new strategies, so residents can escape and survive if fire strikes. Residents can download a copy of both guides by visiting fire.lacounty.gov. The F.I.R.E. program was researched, developed and written by L.A. County Fire Department Captain Brian Cieslak.



Hands-Only CPR

Hands-Only CPR is different from conventional “mouth-to-mouth” CPR and is designed to teach people basic CPR skills to aid a family member, friend, or other person in need. If provided immediately after sudden cardiac arrest, Hands Only CPR (using chest compression only) can double or triple a victim's chance of survival until emergency responders arrive.

The Fire Department offers Hands Only CPR training to residents during community events and public safety presentations. In addition, Diamond Bar Fire Stations conduct free training during the annual “Sidewalk CPR Day”.

“Sidewalk CPR Day” is held during the first week of June and takes place at various sites across the county.

Safe Surrender

The Safely Surrendered Baby Law was created in response to the increasing number of newborn infant deaths due to abandonment in unsafe locations, and signed permanently into state law in January 2006.

The law's intent is to save lives of newborn infants at risk of abandonment by encouraging parents or persons with lawful custody to safely surrender an infant within 72 hours of birth to any fire station or hospital, with no questions asked. Station 120 has been a Safe Surrender site in recent years.



Explorer Program

The Fire Department Explorer Program is a joint venture with “Learning for Life” designed for youth, ages 15-20, interested in learning about a career in fire service, and led by firefighters known as Explorer Post Advisers. After meeting the program’s entrance requirements, Explorers have the opportunity to qualify for a 12-day training academy held on six consecutive weekends.

During the academy, Explorers are trained on firefighting skills, hose lay evolutions, ladder techniques, salvage operations, wildland firefighting procedures, proper use of firefighting tools and equipment, breathing apparatus use, and other related subjects.

Upon graduation from the academy, Explorers are qualified to ride along on an engine, truck or paramedic squad and respond to actual fire and medical emergencies.

During ride-alongs, Explorers use the training they received to assist Department personnel at emergency incidents and participate in other station activities and duties.

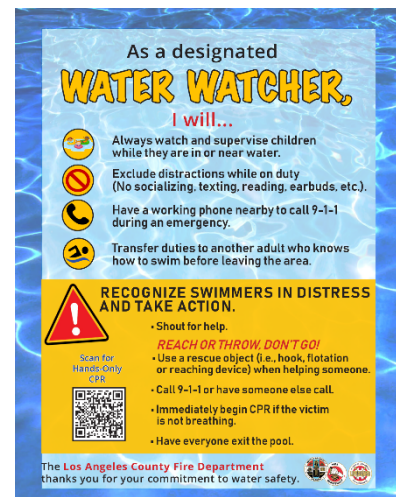
In addition to attending weekly meetings, Explorers are involved in various community service activities such as staffing booths during city functions, safety fairs, and demonstrations for public education events. Because of the Explorer Program, many have continued on to pursue a career in the fire service.

Junior Lifeguard Program

The Junior Lifeguard program is open to children between the ages of 9 and 17, teaching participants about beach and ocean skills such as water safety, physical conditioning, first aid, rescue techniques, CPR, and more.

Water Watcher

A program that reminds individuals the dangers of water and how children can drown without making a sound. Encourages always having a designated Water Watcher to supervise children, have a working phone nearby and the importance of knowing how to perform CPR.





Sirens of Silence

The Los Angeles County Fire Department created Sirens of Silence to familiarize and expose individuals with ASD to first responders. The program works with local organizations so children with ASD and their parents/caregivers can meet firefighters and lifeguards, see and touch the equipment and apparatus in a quiet, less stimulating setting.

Women's Fire and Lifeguard Prep Academies

The Los Angeles County Fire Department Women's Fire Prep Academy (WFPA) and Women's Lifeguard Prep Academy (WLPA) were developed in collaboration with the Los Angeles County Women's Fire League. The respective academies expose interested candidates to the duties and detailed responsibilities of the firefighter and ocean lifeguard positions.

Girls' Fire Camp

This one-day camp introduces girls between the ages of 14 and 19 to the career opportunities of the Department and gain some hands-on experience.



LOS ANGELES COUNTY SHERIFF'S DEPARTMENT

Contract Law Enforcement Program

Diamond Bar's law enforcement services are provided by the Los Angeles County Sheriff's Department under the Municipal Law Enforcement Service Agreement (MLESA) with the County of Los Angeles. The "contract law" model was dates back to 1954, when Lakewood became the first City to partner with the Sheriff's Department.

Using this initial agreement as a template, 42 of the County's 88 cities followed suit and joined the Contract Law Enforcement Program. The Contract Law Enforcement Program allows cities like Diamond Bar to develop a customized policing program at a more cost-effective rate when compared to a municipal department. The contract law model provides Diamond Bar with access to the full resources of the Sheriff's Department, including, but not limited to Aero Bureau, narcotics, and the major crimes task force.

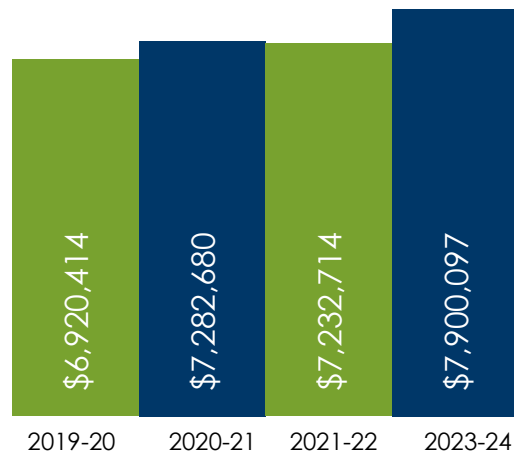


Diamond Bar/Walnut Station

The Diamond Bar law enforcement team is based in the Diamond Bar/Walnut Sheriff's Station, located at 21695 Valley Boulevard in nearby Walnut and can be reached by phone at (909) 595-2264.

Expenditures

The City's contract law expenses comprised of the per-unit cost for each deputy plus a percentage-based fee known as the Liability Trust Fund (LTF). The LTF is a County-controlled surcharge applied to fund liability-related issues resulting from the delivery of law enforcement services to contract cities. The FY 2023-24 LTF is 12%. All contract cities pay the same rate.



The City's base contract law personnel cost for FY 23-24 is \$7.9 million. This total represents nearly 25% of General Fund expenditures.

Since FY 2019-20, contract law personnel costs have increased by an average of 3.4% annually. Annual increases are due to factors including labor contract increases and LTF rates.

Law Enforcement Deployment and Volunteers

Personnel

Captain Steve Tousey leads Diamond Bar/Walnut Station, providing direct day-to-day coordination with Diamond Bar staff on law enforcement and crime prevention matters. Lieutenant Daniel Dail serves as Diamond Bar's Service Area Lieutenant.

The City's FY 2023-24 contract law personnel deployment is as follows:

1 40-Hour
Deputy

10 56-Hour
Deputy

5 40-Hour Deputy,
No Relief
(Special Assignment Team)

1 Community
Services Assistant
(with vehicle)

The City's contract law rates are all-inclusive, meaning that the City is not charged for the complement of command, detective, and administrative staff including the Captain, Service Area Lieutenant, Detective Bureau, and other support personnel, facilities, equipment, or emergency deployments in response to an emergency or disaster.

The City's patrol deputies are assigned to one of three shifts, with personnel levels ranging from three to eight deputies per shift. Personnel levels are adjusted by the station captain based on trends and operations and may be supplemented on any shift by additional personnel, including the Special Assignment Team.

The Special Assignment Team (made up of 40-Hour Deputy, No Relief positions) is a community policing program designed to provide maximum flexibility and responsiveness. In addition to conducting suppression patrols, traffic enforcement, and special investigations targeting specific crime trends, Special Assignment Team deputies work directly with residents, businesses, and schools to provide a consistent customer service presence from law enforcement. They also provide additional specialized traffic enforcement, lead Neighborhood Watch, represent the Department at public meetings and events, and handle community relations.



Volunteers on Patrol

Diamond Bar Volunteers on Patrol (VOPs) play a key role in the City's public safety program, performing non-hazardous duties such as residential vacation checks, park safety checks, traffic control operations, and directed patrol assignments. The City Council honors Diamond Bar VOPs at an annual holiday appreciation dinner.

Eighteen Diamond Bar VOPs provided 6,294 volunteer hours, providing over \$200,149 in value to the community.

Crime Statistics Analysis

The following analysis is based on statistics provided by LASD for the 2023 calendar year.

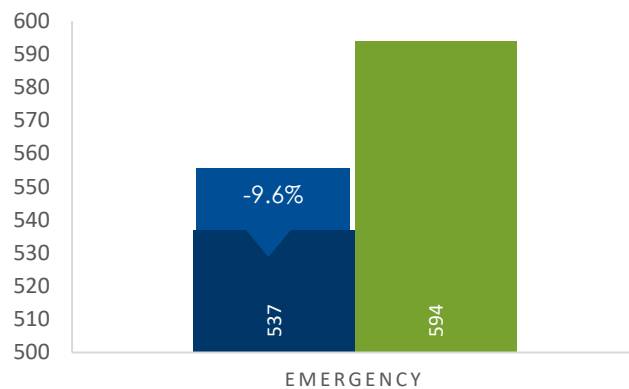
Part I Crimes Defined

Part I crimes are reported in two categories: **violent crime** (homicide, rape, aggravated assault, and robbery) and **property crime** (burglary, larceny theft, grand theft auto, and arson). These standard classifications, collectively known as “index” crime, are reported to the FBI because the crimes are considered serious, tend to be reported more reliably than others, and are reported directly to local police versus another agency.

Calls for Service

Sheriff's Dept. One Year Comparison

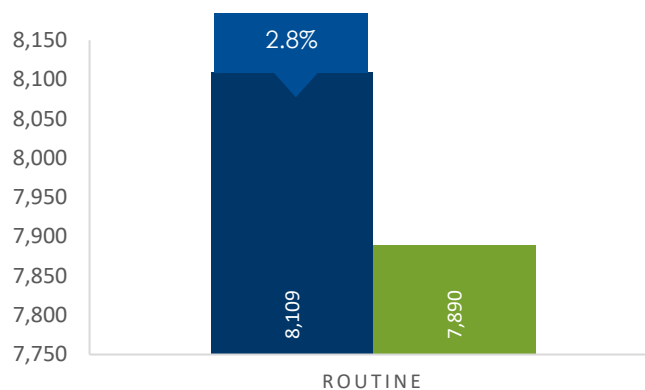
2023 2022



Historical Average: **323**



Historical Average: **1,908**

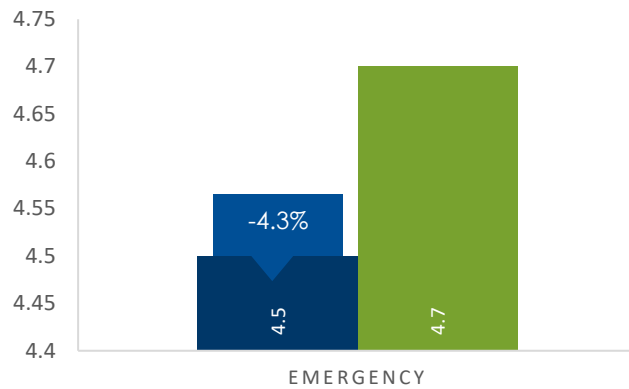
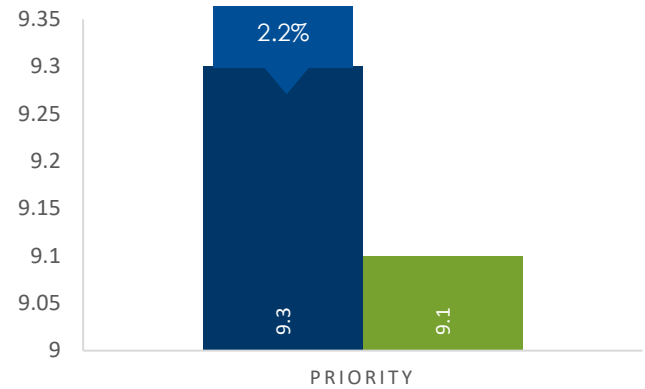
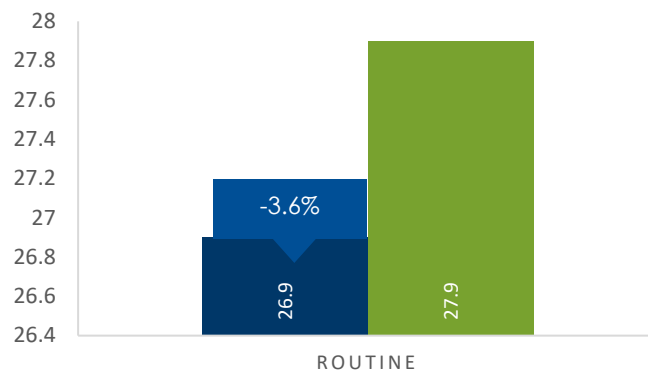


Historical Average: **9,3489**

Sheriff's Dept. One Year Comparison

2023 2022

Response Times

Historical Average: **4.7**Historical Average: **8.1**Historical Average: **23.5**

Total Arrests – One Year Comparison

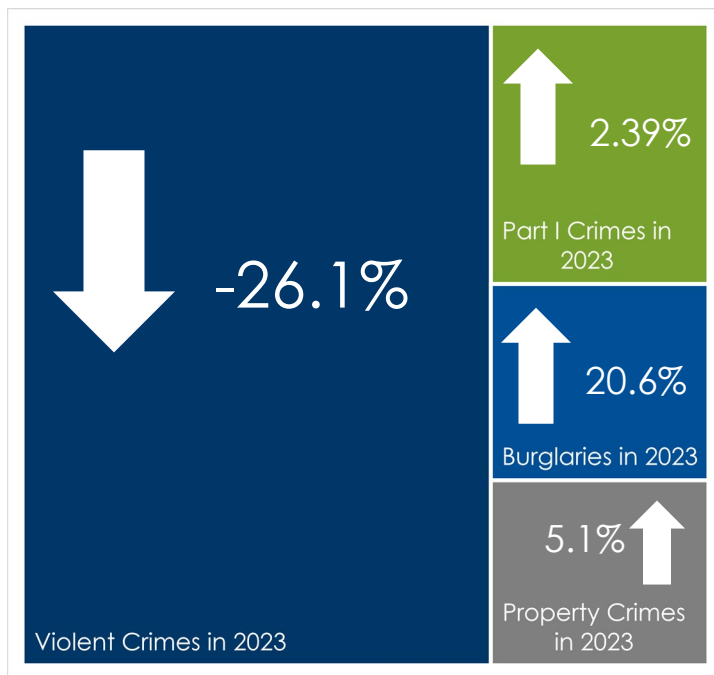
2023 392 **2022** 486

Historical Average
591.6

2023 Part I Crime Statistics Summary

Total Part I Crime increased by 2.4% in 2023. **When compared to 34 years of data, 2023 Total Part I Crimes were the twentieth-lowest in the City's history**, a ranking driven by the twenty-first-lowest Part I Property Crime totals. 2023 Part I Violent Crime totals came in at the sixteenth-lowest in the City's history.

One-Year Comparison (2023 vs. 2022)



In 2023, property crime accounted for 93.7% of total Part I Crime.

Part I Crime – One Year Comparison



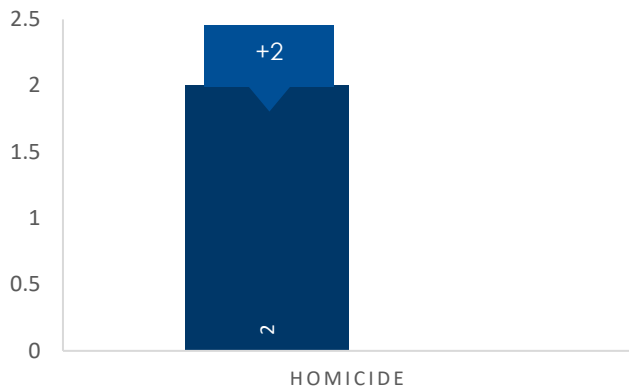
2023 68

2022 92

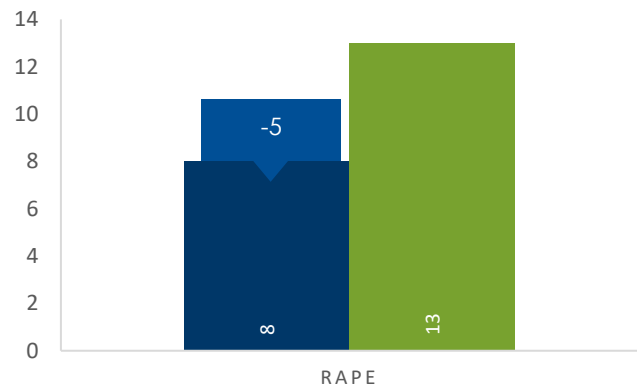
Percent Change
-26.1%

Part 1 Violent Crime – One Year Comparison

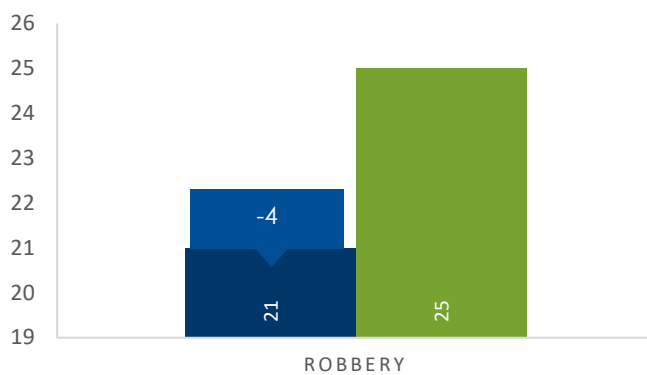
2023 2022



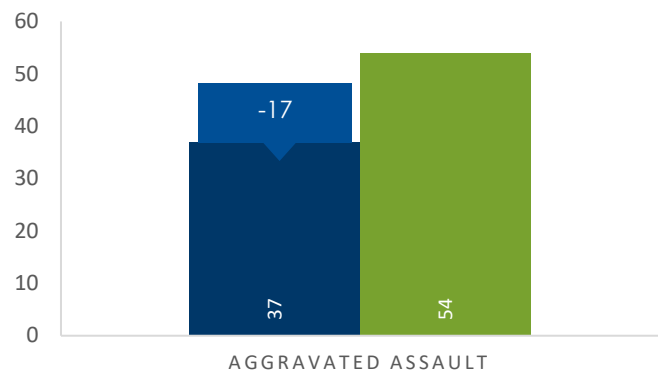
Percent Change: **N/A**



Percent Change: **-38.5%**



Percent Change: **-16%**



Percent Change: **-31.5%**

Part 1 Property Crime – One Year Comparison

2023 2022



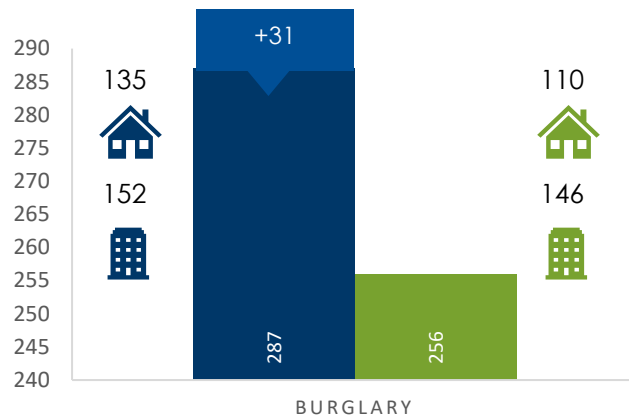
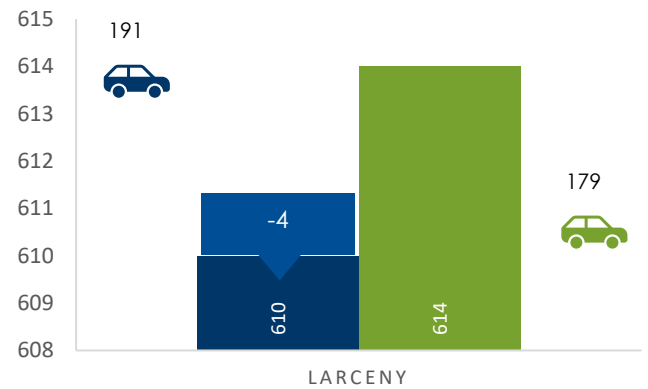
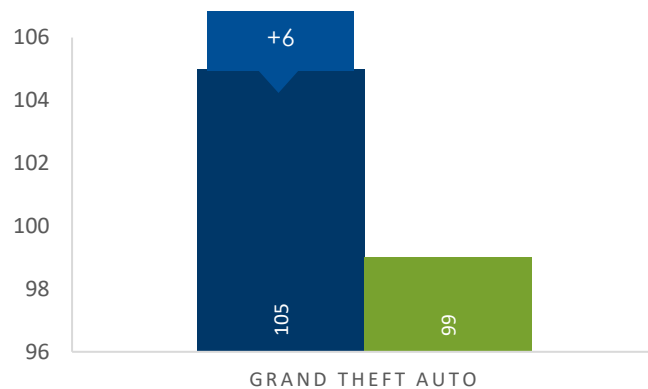
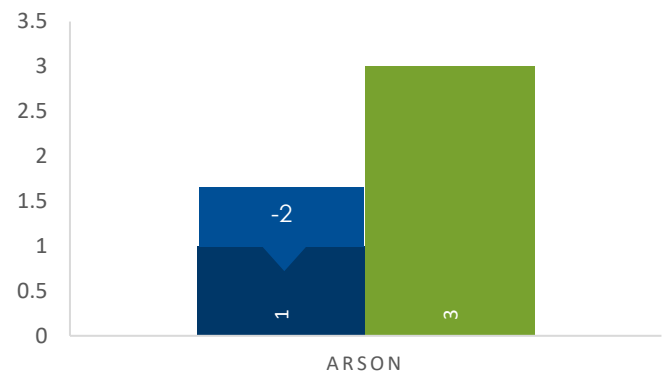
Residential



Commercial/Other



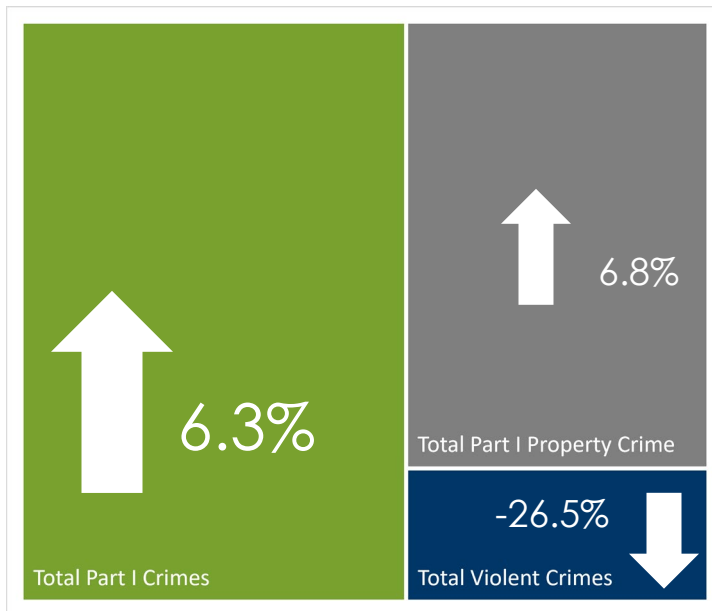
From Vehicle

Percent Change: **12.1%**Percent Change: **-0.7%**Percent Change: **6.1%**Percent Change: **-66.7%**

Historical Comparison

The City's historic averages outpace historical medians across all categories, indicating that the historical average is influenced by the higher-crime totals in the City's early years following incorporation. Thus, the historical median may provide a more appropriate comparison.

Historical Median



Total Part 1 Crime – Historical Comparison

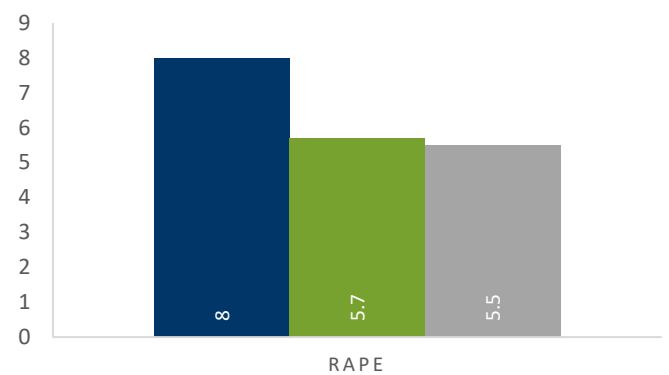
Total	Historical Average	% Difference	Historical Median	% Difference
1,071	1,150.7	-6.9%	1,007.5	6.3%

Violent Crimes – Historical Comparison

Total	Historical Average	% Difference	Historical Median	% Difference
68	129.91	-47.7%	92.5	-26.5%

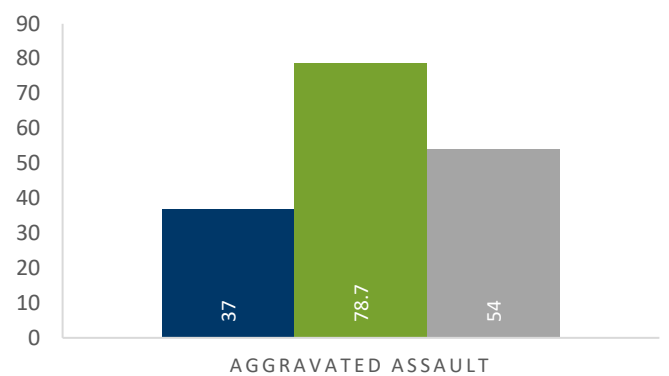
Sheriff's Dept. Historical Comparison

■ 2023
■ Hist. Avg.
■ Hist. Median



■ % Difference 69.5%
■ % Difference 100%

■ % Difference 39.4%
■ % Difference 45.5%

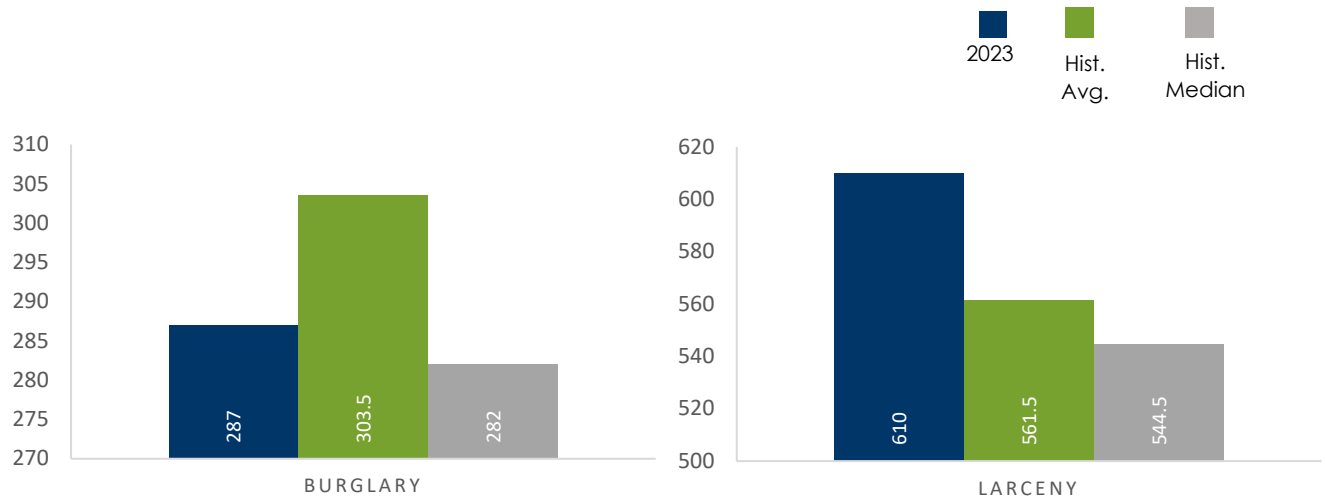


■ % Difference -49.3%
■ % Difference -33.3%

■ % Difference -53%
■ % Difference -31.5%

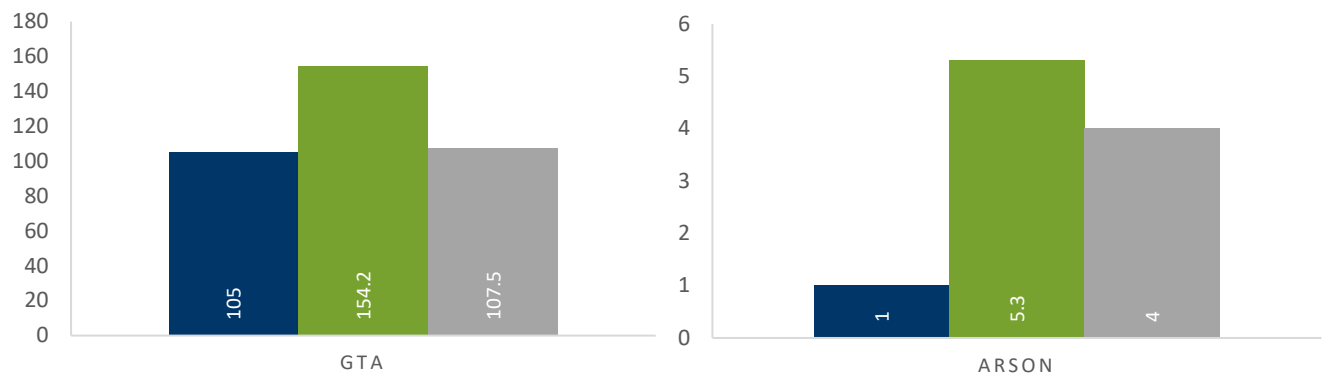
Property Crimes – Historical Comparison

Total	Historical Average	% Difference	Historical Median	% Difference
1,003	1,023.9	-2%	939.5	6.8%



% Difference -5.4%
 % Difference 1.8%

% Difference 8.6%
 % Difference 12%

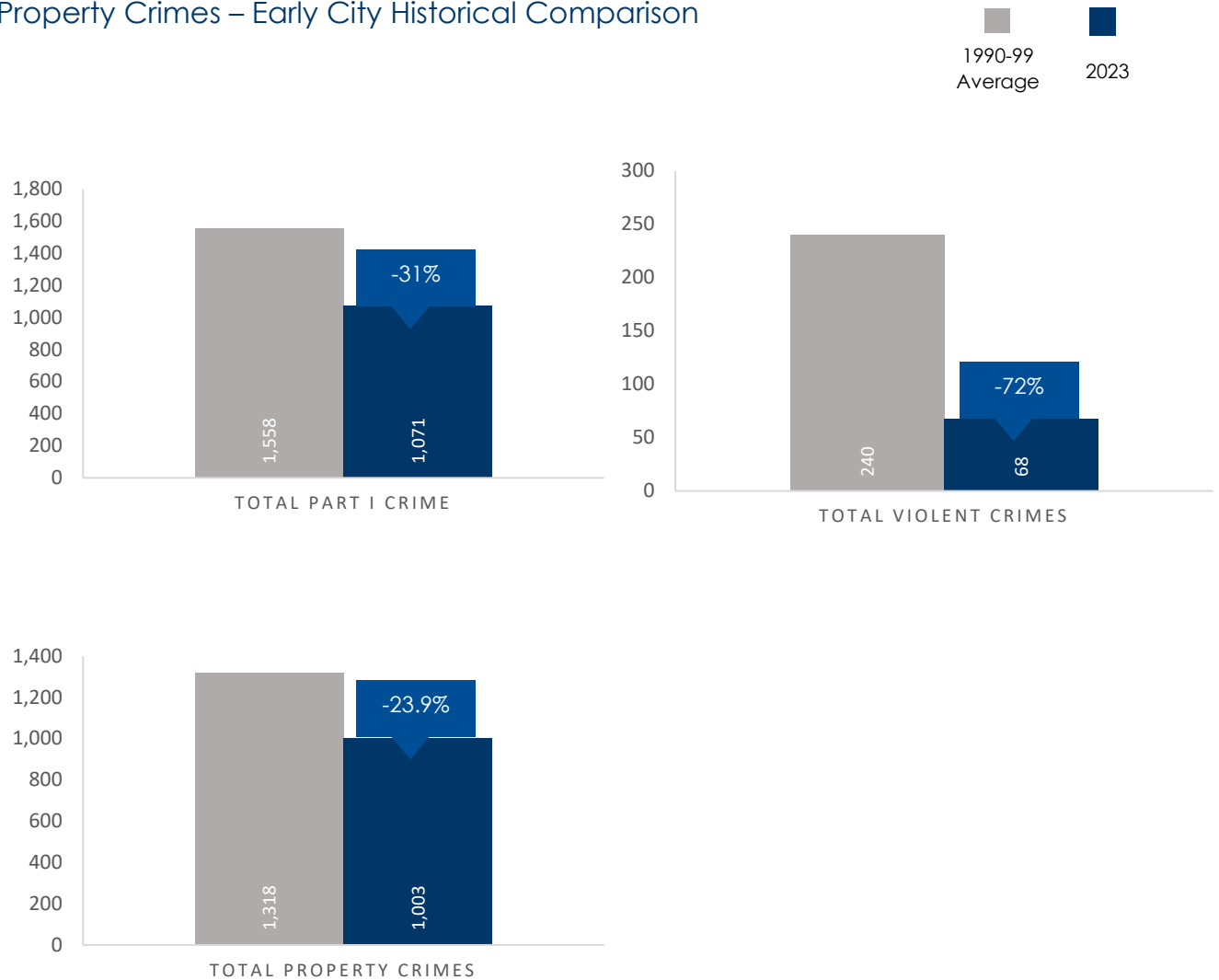


% Difference -31.9%
 % Difference -2.3%

% Difference -81.1%
 % Difference -75%

While it is a popular belief that current crime rates are higher than those in early years of cityhood, the data indicates the opposite. 2023 Total Part 1 Crime is 31.3% less than 1990-1999 averages, Total Violent Crime is 71.7% less than 1990-1999 averages, and Part 1 Property Crime is 23.9% less than 1990-1999 averages. The following charts demonstrate trends in each category throughout the City's history.

Property Crimes – Early City Historical Comparison



Five Year Comparison (2019-2023)

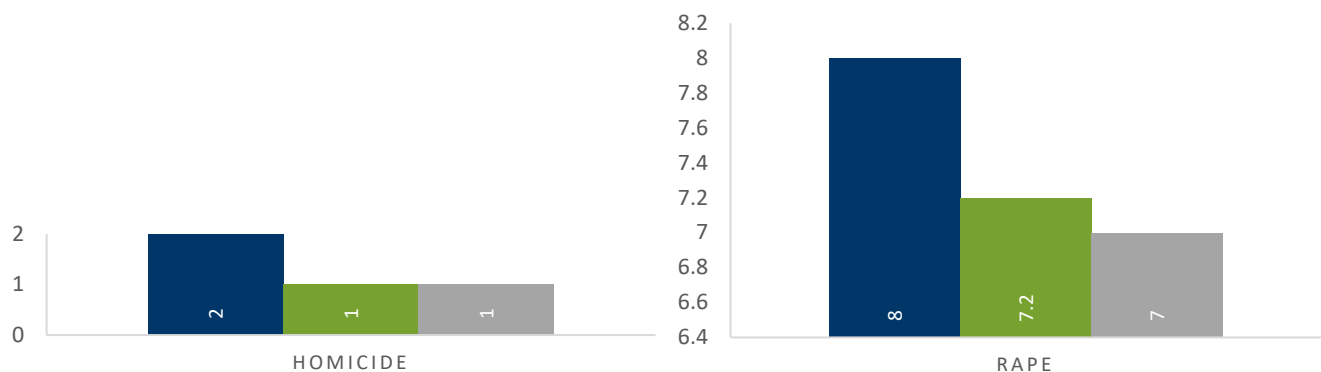
To provide a more recent sample that is less subject to the impacts of the early years of the City's history, a five-year snapshot comparison is also included in this analysis.

Part I Crime 5-Year Historical Comparison



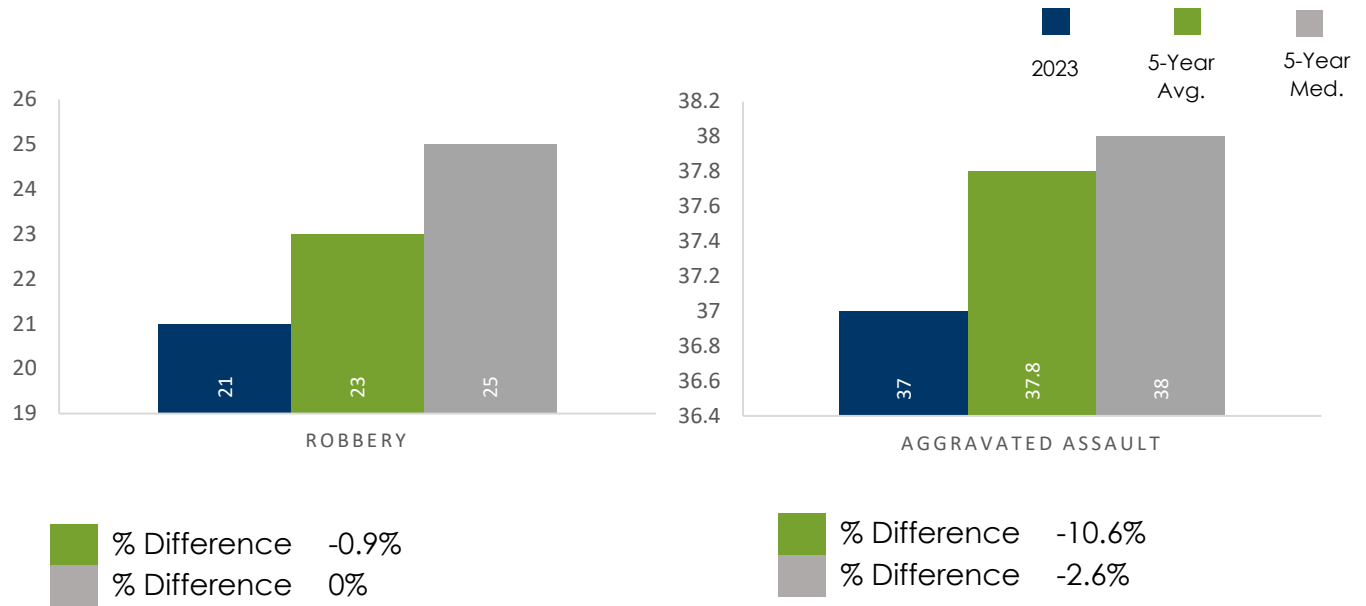
Total Pt. 1 Crime 1,071	5-Year Average	% Difference	5-Year Median	% Difference
	989.4	8.2%	982	9.1%

Total Violent Crimes 68	5-Year Average	% Difference	5-Year Median	% Difference
	71.4	-4.8%	68	0%

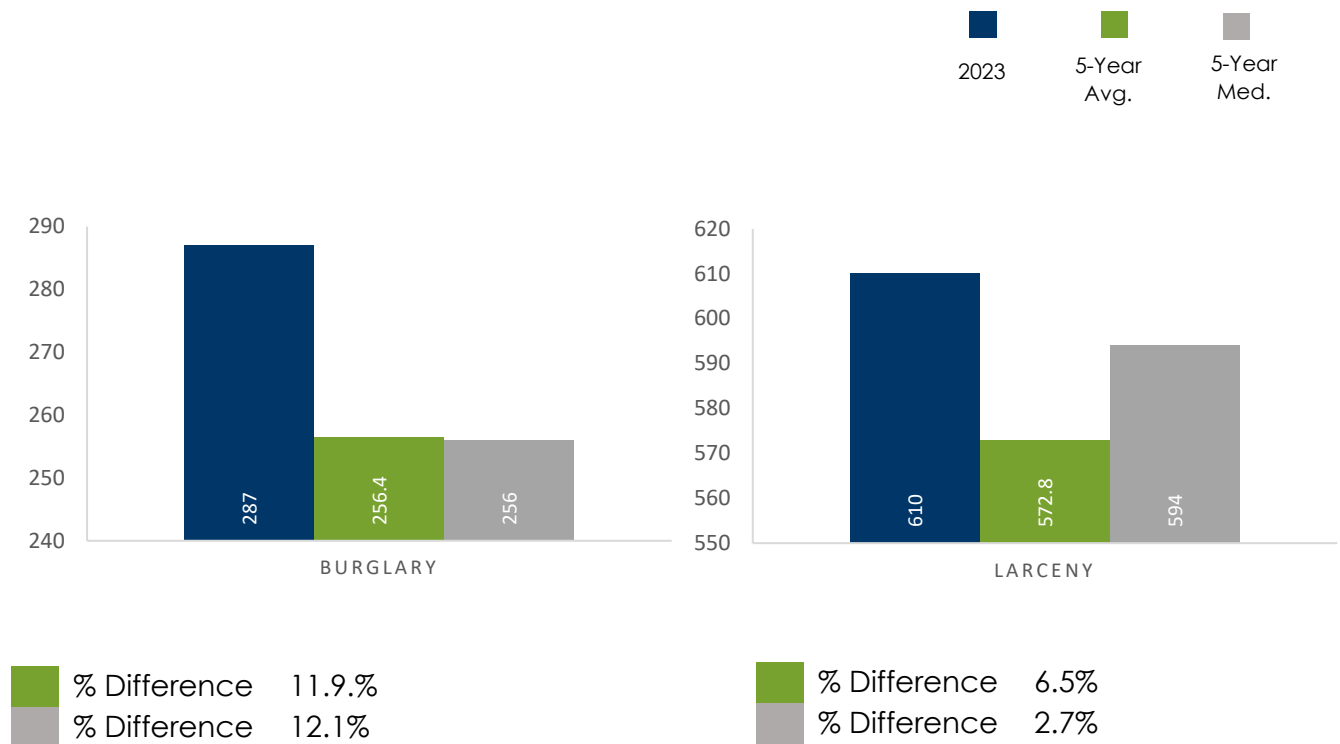


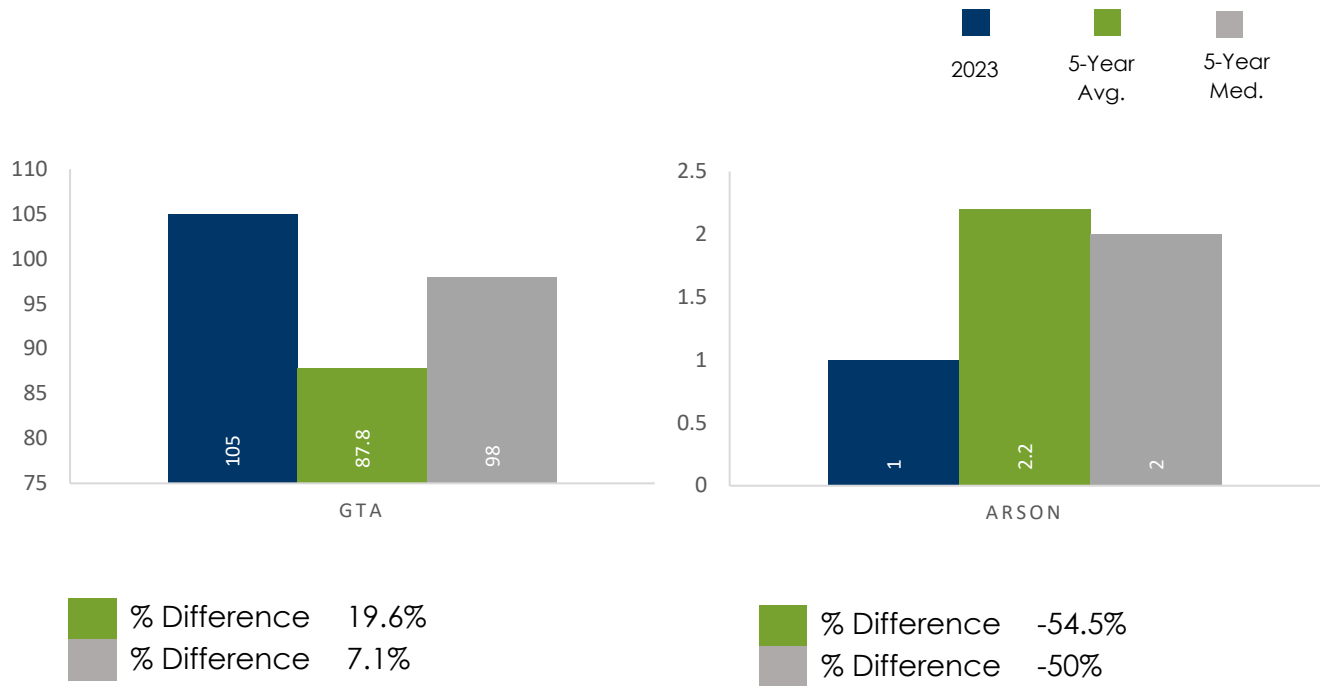
■ % Difference 100%
■ % Difference 100%

■ % Difference +7.8%
■ % Difference +7%



Total Property Crimes 1,003	5-Year Average	% Difference	5-Year Median	% Difference
	919.2	9.1%	914	9.7%





Traffic Statistics

Diamond Bar's location in a region with over 20 million people presents inherent traffic management and enforcement challenges. Immediately adjacent to one of the most congested freeway interchanges in the nation, Diamond Bar's arterial streets face a high volume of cut-through traffic and school zones are impacted by a high volume of out-of-district commuters during pick-up and drop-off periods. Large-scale residential development projects currently under construction in the Inland Empire will likely result in additional commuter traffic on local freeways.

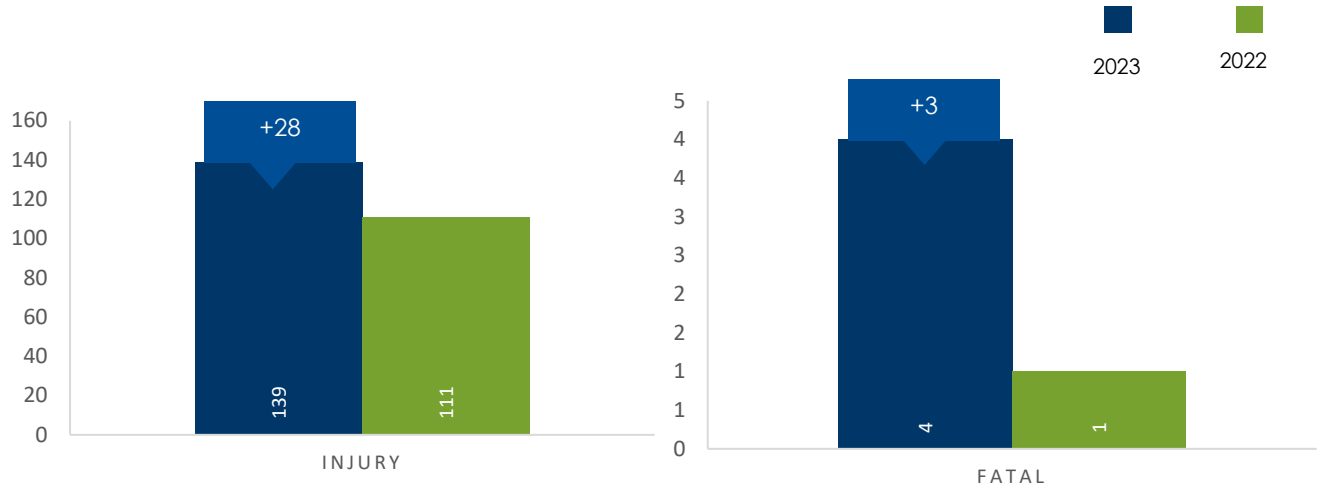
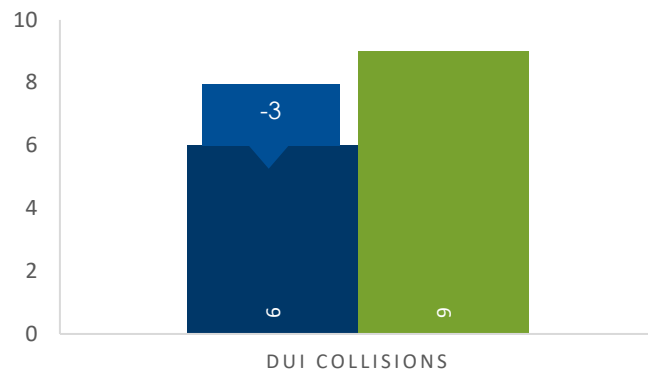


The City's traffic management infrastructure (signal synchronization, traffic management system, Neighborhood Traffic Management System, etc.) is the first line of defense against traffic congestion. Ongoing enforcement efforts by the City's law enforcement team work to ensure that drivers travel safely, reducing collisions and travel delays.

In addition to daily enforcement by the dedicated traffic enforcement car, patrol deputies on all shifts provide enforcement. Supplemental enforcement is provided by the Special Assignment Team on an as-needed basis, particularly in busy school zones.

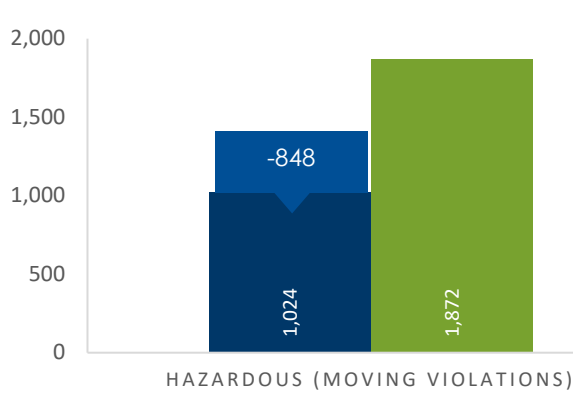
Traffic Statistics

Total Collisions	2023	2022	Difference	% Change
	479	460	19	4.1%

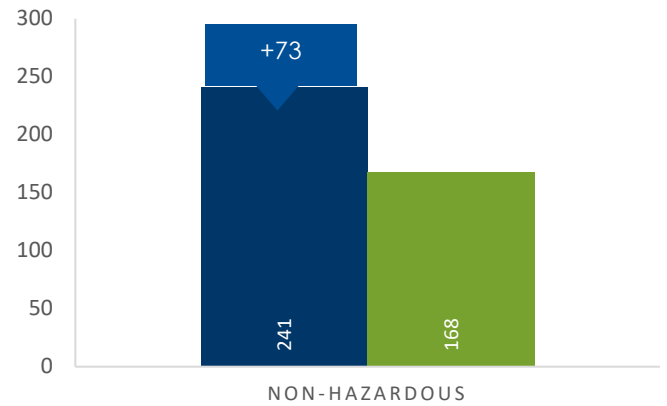
Percent Change: **25.2%**Percent Change: **300%**Percent Change: **-33.3%**

Total Citations	2023	2022	Difference	% Change
	1,265	2,040	-775	-38%

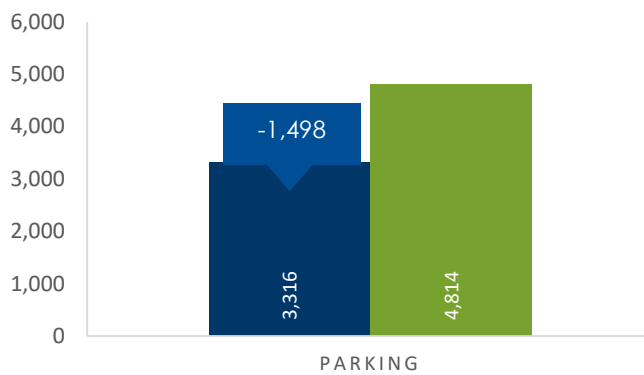
■ 2023 ■ 2022



Percent Change: **-45.3%**



Percent Change: **43.5%**



Percent Change: **-31.1%**

Crime Prevention, Outreach and Advocacy

In addition to daily patrols, the City uses a diverse array of supplemental techniques to prevent and reduce crime and develop partnerships in the community.



Special Operations

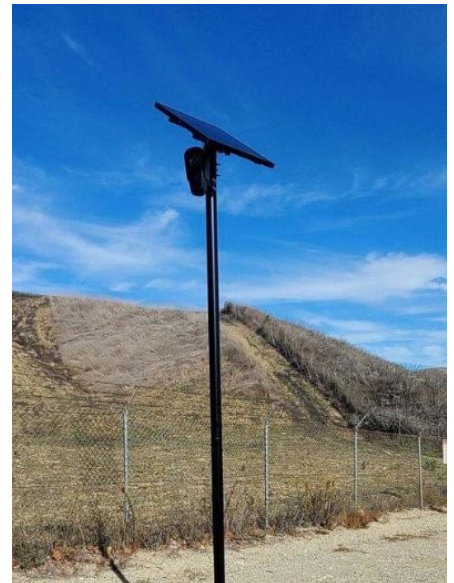
In addition to the funding of regular law enforcement personnel, the annual municipal budget includes appropriations for as-needed special operations outside the scope of daily patrols. Multiple special operations were conducted in 2023, again focusing on burglary suppression and DUI enforcement.

Suppression operations included expanded patrol units, undercover personnel and vehicles, and targeted surveillance, with allocated resources fully dedicated for the specific task.

Supplemental undercover operations are funded with additional City Council budget appropriations outside annual personnel contract costs.

Flock Safety Automatic License Plate Reader Cameras

At the City Council's direction, 50 Flock Safety automated license plate reader (ALPR) cameras were deployed throughout the city, primarily on arterial and collector streets at ingress and egress points. These cameras capture license plate data and vehicle make, model, color, and special features like roof racks and/or stickers. This data is searchable and is cross-checked with state vehicle databases so that deputies in the field can receive real-time push notifications when a stolen vehicle or driver with an outstanding warrant passes by a camera. The data collected by the cameras also serves as an investigative tool when supplemented by witness accounts.



Let's Talk Public Safety Program

Created by the City in partnership with the Los Angeles County Sheriff's Department and Los Angeles County Fire Department, the Let's Talk Public Safety (LTPS) program is aimed at engaging with the community and raising awareness about everything public-safety related, from emergency preparedness to crime prevention.

Neighborhood Watch

The Diamond Bar Neighborhood Watch program is a partnership between the City's Public Safety Team and the community. Led by Community Relations Deputy Aaron Scheller, Neighborhood Watch groups actively participate in preventing criminal activity before it starts and assist law enforcement in developing solutions to local issues. Participants are called upon to reach out to their neighbors to organize groups united to prevent crime. Established groups become the additional "eyes and ears" necessary to keep their neighborhoods safe.

Neighborhood leaders, or "Block Captains" serve as the primary liaison between the neighborhood and law enforcement, distributing information and coordinating meetings. For security reasons, the identities and locations of Block Captains are not revealed to the public. Neighborhoods with active groups feature City-provided Neighborhood Watch signage.

Neighborhood Watch groups generally meet in the evenings or on weekends in a small group setting, usually hosted by the neighborhood Block Captain. The meetings feature an interactive presentation with the audio/visual capabilities of the City's portable Neighborhood Watch trailer. Topics of discussion include, but are not limited to crime prevention and burglary suppression, home safety and security, emergency preparedness, reporting suspicious activity. There are approximately 100 known Neighborhood Watch groups.



Coffee with a Cop

"Coffee with a Cop" meetings are held twice a month on Saturday mornings. Each meeting offers informal, conversational dialogue with residents and deputies with crime prevention tips and Q&A opportunities.

Safety Speak Blog

The Safety Speaks blog is a monthly message posted to the City website authored by Deputy Aaron Scheller. Using a friendly, conversational tone, Safety Speak provides readers with crime prevention information on a variety of topics.

In 2023, the featured topics were:

- Preparing for an Emergency
- Driving in Bad Weather
- Protecting Your Car Against Catalytic Converter Theft
- What To Do If Pulled Over by the Police
- Guarding Against Money-Making Scams
- What To Do If You Are Involved in a Car Accident
- Myths and Misconceptions about Law Enforcement
- Pedestrian Rights and Responsibilities
- Identifying Police Cars and Emergency Vehicle Laws
- Distracted Driving Awareness and Prevention
- Protecting Against Shoulder Surfing Blog Entry Header
- Improving Your Situational Awareness

The blog also features an "Ask a Deputy" feature, which provides a forum for residents to receive answers to specific questions not otherwise covered in a blog post.



Public Safety Tip Sheets

The City website also features a library of branded LTPS public safety tip sheets and videos, providing easy-to-understand information on a variety of topics.

Report for Reward

The Report for Reward program encourages residents to come forward with information that leads to the arrest of burglary and larceny suspects. Under the program, residents are eligible for a reward of up to \$500 for information that leads to the arrest of burglary suspects. Since implementation in 2014, fifteen individuals have received a reward for their assistance in identifying and reporting burglary suspects in Diamond Bar.

