

City Council Agenda

Tuesday, April 1, 2025

Closed Session 5:30 PM

Regular Meeting 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) 247-8321, Access Code: 650-711-089 OR visit:
<https://attendee.gotowebinar.com/register/4700728214814491484>.

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.igq2.com/Citizens/Default.aspx>).

The public may log into the meeting through this link:

<https://attendee.gotowebinar.com/register/4700728214814491484>. 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. Please note that the meeting will proceed at the South Coast Air Quality Management District/Main Auditorium should comments by teleconferencing become infeasible due to an Internet or power outage, or due to technical problems outside the City's control. If you wish to make certain that your comments are heard, please attend the meeting in person or send an email by 4:00 p.m. on the day of the meeting/hearing. To watch a live stream of City Council meetings, visit the City's YouTube Channel at <https://www.diamondbarca.gov/youtube>.

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***STAN LIU***Council Member***RUTH M. LOW***Council Member***CHIA YU TENG***Mayor***STEVE TYE***Mayor Pro Tem*

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

DIAMOND BAR CITY COUNCIL MEETING RULES

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

PUBLIC INPUT

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

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

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

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/4700728214814491484](https://attendeegotowebinar.com/register/4700728214814491484) AND ARCHIVED VIEWING ON THE CITY'S WEB SITE AT WWW.DIAMONDBARCA.GOV.

CITY OF DIAMOND BAR

CITY COUNCIL AGENDA

April 01, 2025

CLOSED SESSION:

5:30 p.m., CC-8 Conference Room, In Person ONLY – no teleconference.

Public Comments

**CONFERENCE WITH LEGAL COUNSEL
– ANTICIPATED LITIGATION**

Initiation of litigation pursuant to Govt.
Code Section 54956.9(d)(4):
One potential case

CALL TO ORDER:

6:30 p.m.

PLEDGE OF ALLEGIANCE:

Mayor

INVOCATION:

Pastor Moses Silva, Calvary Chapel
Golden Springs

ROLL CALL:

Chou, Liu, Low, Mayor Pro Tem Tye,
Mayor Teng

APPROVAL OF AGENDA:

Mayor

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

1.1 Proclamation Declaring April as Read Together Month.

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.

2. CITY MANAGER REPORTS AND RECOMMENDATIONS:**3. PUBLIC COMMENTS:**

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

4. SCHEDULE OF FUTURE EVENTS:

- 4.1 Windmill Hunt – April 1 – April 30, 2025, various parks and facilities.
- 4.2 Planning Commission Meeting – April 8, 2025 – cancelled.
- 4.3 Coffee with a Cop – April 12, 2025, 8:00 – 10:00 a.m., Diamond Bar Golf Course Café, 22751 Golden Springs Dr.
- 4.4 City Council Meeting – April 15, 2025, 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 18, 2025 REGULAR MEETING.**5.1.a March 18, 2025 City Council Regular Meeting Minutes**

Recommended Action:

Approve the March 18, 2025 Regular City Council meeting minutes.

Requested by: City Clerk

5.2 RATIFICATION OF CHECK REGISTER DATED MARCH 5, 2025 THROUGH MARCH 18, 2025 TOTALING \$699,706.17.

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

- 5.3 TRANSFER OF FISCAL YEAR 2025/26 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) UNALLOCATED BALANCE TO FISCAL YEAR 2024/2025 PROGRAM BUDGET.

Recommended Action:

Adopt Resolution No. 2025-07 approving the transfer of Fiscal Year 2025/26 Community Development Block Grant unallocated balance to the Fiscal Year 2024/25 Community Development Block Grant Program Home Improvement Program budget.

Requested by: Community Development Department

- 5.4 FIRST AMENDMENT TO THE CONSULTANT SERVICES AGREEMENT WITH WILLDAN ENGINEERING TO PROVIDE TEMPORARY PERMIT TECHNICIAN STAFFING FOR THE BUILDING AND SAFETY DIVISION.

Recommended Action:

Approve, and authorize the City Manager to sign, the First Amendment to the Consulting Services Agreement with Willdan Engineering to provide continued temporary Permit Technician staffing through June 30, 2025.

Requested by: Community Development Department

- 5.5 AMENDMENT TO EMPLOYER EMPLOYEE ORGANIZATION RELATIONS PROCEDURES.

Recommended Action:

Adopt Resolution No. 2025-08 Amending Employer-Employee Organization Relations Procedures and Repealing Resolution No. 2003-65.

Requested by: City Manager

- 5.6 LANDSCAPE ASSESSMENT DISTRICT NOS. 38, 39-2022, AND 41-2021 FOR FISCAL YEAR 2025/26.

Recommended Action:

A. Adopt Resolution No. 2025-09 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 2025/26;

B. Adopt Resolution No. 2025-10 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 2025/26;

C. Adopt Resolution No. 2025-11 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 2025/26; and

- D. Approve, and authorize the City Manager to sign, the Consultant Services Agreement with NBS Government Finance Group for a three-year term in a not-to-exceed amount of \$48,620, plus a contingency amount of \$5,000, for a total authorization amount of \$53,620.

Requested by: Public Works Department

6. **PUBLIC HEARINGS: NONE.**
7. **COUNCIL CONSIDERATION: NONE.**
8. **COUNCIL SUB-COMMITTEE REPORTS AND MEETING ATTENDANCE REPORTS/COUNCIL MEMBER COMMENTS:**
9. **ADJOURNMENT:**