

City Council Agenda

Tuesday, March 19, 2024

Study 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) 247-8422, Access Code: 533-550-825 OR visit:
<https://attendee.gotowebinar.com/register/1070428883565383002>.

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/1070428883565383002>. 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*

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/1070428883565383002](https://attendeegotowebinar.com/register/1070428883565383002) AND ARCHIVED VIEWING ON THE CITY'S WEB SITE AT WWW.DIAMONDBARCA.GOV.

CITY OF DIAMOND BAR CITY COUNCIL AGENDA

March 19, 2024

STUDY SESSION

5:30 p.m.

CC-08

Recognition Policy

Public Comments

CALL TO ORDER:

6:30 p.m.

PLEDGE OF ALLEGIANCE:

Mayor

INVOCATION:

Cantor Paul A. Buch, Temple Beth Israel

ROLL CALL:

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

APPROVAL OF AGENDA:

Mayor

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.

1. SPECIAL PRESENTATIONS, CERTIFICATES, PROCLAMATIONS:

1.1 City Tile Presentation to Paul Wright.

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 Free Catalytic Converter Etching – March 20, 2024, 9:00-11:00 a.m., Calvary Chapel Golden Springs, 22324 Golden Springs Dr.

4.2 Coffee with a Cop – March 23, 2024, 8:00-10:00 a.m., Reborn Coffee, 1138 S. Diamond Bar Blvd.

4.3 Joint City Council/Planning Commission Meeting – March 26, 2024, 5:00-6:30 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr

4.4 Planning Commission Meeting – March 26, 2024, 6:30-8:00 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr.

4.5 Public Safety Seminar – March 27, 2024, 6:00-7:30 p.m., Lorbeer Middle School, 501 S. Diamond Bar Blvd.

4.6 Parks and Recreation Commission Meeting – March 28, 2024, 6:30-8:00 p.m., online teleconference and City Hall Windmill Room, 21810 Copley Dr.

4.7 Breakfast with the Bunny – March 30, 2024, 9:00-11:00 a.m., Grand View Ballroom, Diamond Bar Center, 1600 Grand Ave.

4.8 City Council Meeting – April 2, 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 5, 2024 REGULAR MEETING.**5.1.a March 5, 2024 City Council Regular Meeting Minutes**

Recommended Action:

Approve the March 5, 2024 Regular City Council meeting minutes.

Requested by: City Clerk

5.2 RATIFICATION OF CHECK REGISTER DATED FEBRUARY 28, 2024 THROUGH MARCH 12, 2024 TOTALING \$767,065.72.

Recommended Action:

Ratify the Check Register.

Requested by: Finance Department

5.3 TREASURER'S STATEMENT.

Recommended Action:

Approve the February 2024 Treasurer's Statement.

Requested by: Finance Department

5.4 2023 HOUSING ELEMENT ANNUAL PROGRESS REPORT.

Recommended Action:

Approve the report for filing with the State Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Requested by: Community Development Department

5.5 2023 GENERAL PLAN STATUS REPORT.

Recommended Action:

Approve the report for filing with the State Department of Housing and Community Development (HCD) and the Governor's Office of Planning and Research (OPR).

Requested by: Community Development Department

5.6 CREATION OF A NEW SPECIAL REVENUE FUND TO MANAGE TRANSACTIONS USING THE CITY'S PERMANENT LOCAL HOUSING ALLOCATION ("PLHA") GRANT FUNDS.

Recommended Action:

- A. Approve a new Special Revenue Fund No. 224 ("PLHA Housing Fund") to manage program activities with Permanent Local Housing Allocation ("PLHA") grant funds;
- B. Establish 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. Determine that the proposed action does not constitute a project and is therefore exempt from the California Environmental Quality Act ("CEQA").

Requested by: Community Development Department

5.7 PURCHASE OF A NEW RICOH IM C8000 COLOR COPIER AND A RICOH IM 8000 BLACK AND WHITE COPIER WITH PROFESSIONAL INSTALLATION SERVICES.

Recommended Action:

- A. Approve and Authorize 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.
- B. Appropriate \$36,890 from the Technology Reserve Fund (104) Fund Balance to the Equipment Maintenance and Replacement Fund (503) for the purchase of two copiers.

Requested by: Information Systems

6. **PUBLIC HEARINGS: NONE.**

7. **COUNCIL CONSIDERATION: NONE.**

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

9. **ADJOURNMENT: IN MEMORY OF DIAMOND BAR MAYOR EILEEN ANSARI**